

## PROJECT INFORMATION FORM

Please complete a unique Project Information Form for each project in the application. There are no character limits on specific questions but the Project Information Form as a whole may not exceed 10 pages.

1. Project Name: Brooktrails Township Clarifier Project
2. Local Project Sponsor (if different than grantee): Brooktrails Township Community Services District
3. Please provide the latitude and longitude of the project site. For linear projects or those covering a large area, report the coordinates for a central point. If this information is confidential, it must be clearly labeled "confidential." You can find the latitude and longitude easily using google maps. You can find instructions at the following link:  
<https://support.google.com/maps/answer/18539?hl=en&co=GENIE.Platform%3DDesktop>.

Latitude: 39.433594

Longitude: -123.382391

4. Please briefly describe the proposed project.  
**During the 2021 drought, the 45-year old clarifier required emergency maintenance. To ensure safe drinking water during drought conditions when the 130,000 gal clarifier fails or has to be taken offline for maintenance, a second clarifier is needed at the drinking water treatment plant. Brooktrails Township strictly enforces a usage cap of 9,000gal/month/connection to conserve community water supplies.**
5. Does this project respond to an existing emergency to humans and/or wildlife? If so, please describe the emergency and how this project is addressing it.  
**Emergency repairs on the clarifier were needed during the drought. Suspended solids removal from surface water supplies is critical to public health, especially during drought when water quality is lower.**
6. Each project must meet one of the following purposes as it relates to drought. Please select the appropriate purpose for your project.
  - a.  Address immediate impacts on human health and safety, including providing or improving availability of food, water, or shelter.
  - b.  Address immediate impacts on fish and wildlife resources.
  - c.  Provide water to persons or communities that lose or are threatened with the loss or contamination of water supplies.
7. Each project must enhance regional drought resilience and align with the goals and objectives of the relevant approved Integrated Regional Water Management Plan. You can find the relevant IRWM Region by using the map at the following link:  
<https://gis.water.ca.gov/app/dacs/>

The IRWM Plans can be found at the following link: <https://water.ca.gov/Work-With-Us/Grants-And-Loans/IRWM-Grant-Programs/Plan-Review-Process>. If you have any questions about the IRWM region the contact list can be found at the following link:

<https://water.ca.gov/Work-With-Us/Grants-And-Loans/IRWM-Grant-Programs>. Applicants are encouraged to contact and coordinate with the applicable RWMG for the IRWM region in which the project is located

Please identify the IRWM objective your project addresses.  
Please see Item C. answers on the general information application.

8. Describe the Primary Benefit of the project.

Quantified benefit: Water Security  
Units (Drop down):Other If other please enter: Gallons  
Benefit Type: Other If other please enter:130000 gallons minimum saved when clarifier fails; other.

9. Describe the Secondary Benefit of the project:

Quantified benefit: Water Quality  
Units (Drop down):Other If other please enter:ppb/ppm/ntu  
Benefit Type: Water Quality - Surface Water If other please enter: Suspended solids flocculation and treatment; clarifier failure could introduce contaminants into the drinking water distribution system.

10. Please briefly describe how the project will achieve the claimed benefits.

The clarifier is 45-years old and required emergency maintenance during the 2021 drought. The clarifier removes suspended solids prior to treatment in the drinking water treatment plant. Failure of the clarifier risks the ability to distribute water from the treatment plant to all customers. To take the clarifier offline for long-needed maintenance, a secondary clarifier is required. A modern package clarifier system and tank/basin could accommodate up to 200 gpm flow, providing temporary service while the primary clarifier is repaired and maintained. This project will increase the life of the existing clarifier by at least ten years.

11. Briefly describe how the community/area benefiting from this project is being impacted by the current drought.

Brooktrails Township customers are required to conserve water under the enforcement of a monthly water use cap. This mandatory conservation helped maintain water supplies until the recent rains.

12. How will this project alleviate the impacts described in your answer to Question 11?

Emergency repairs on the clarifier during the 2021 drought put the limited water supplies of the district at risk. Water quality is also lower during drought conditions as surface water reservoirs warm and supply levels drop. An alternate clarifier basin would provide the protection needed during drought conditions when the primary clarifier fails.

13. Please complete the following budget table for the project. (Identify funding sources in Question 15)

	<b>BUDGET CATEGORY</b>	<b>Grant Amount</b>	<b>All Other Cost</b>	<b>Total Cost</b>
<b>(a)</b>	Project Administration	1,500	0	1,500

<b>(b)</b>	Land Purchase / Easement	0	0	<b>0</b>
<b>(c)</b>	Planning / Design / Engineering / Environmental Documentation	3,500	2,500	6,000
<b>(d)</b>	Construction / Implementation	105,000	7,500	102,500
	<b>TOTAL COSTS</b>	110,000	10,000	<b>120,000</b>

14. Please describe why state funding is needed for this project. If state funding is not secured, what will happen to the project?

There is no population growth in the district and we don't have the water supply to support population growth. The infrastructure in the district was all built at once and the capital improvement plan cannot support another project cost of this scope. The customers in the district cannot afford a rate increase of \$60 per year, which is what this project would cost per connection. Brooktrails is a disadvantaged community with areas of severely disadvantaged population as indicated by Department of Water Resource DAC map.

15. Will the applicant provide cost share (encouraged but not required) and/or will this project require any additional funding from sources other than this solicitation? If so, please describe the funding source and indicate if the funding has been secured. If the funding has not been secured, please describe the plan to secure the necessary funding.

The district is proposing to use up to \$10,000 of its administrative and capital funds to support this project. Repairs to the existing clarifier are included in Budget Category (d).

16. Is land acquisition or landowner permission required for this project? If so, please briefly describe the status of the acquisition or agreement with the landowner. If the acquisition is not complete or permission not secured at the time of application, please describe the plan to complete it.

No

17. Has planning and design for this project been completed? If not, please describe the status of planning and design.

No. A package clarifier and concrete basin are proposed on the site of the drinking water treatment plant.

18. Are the CEQA (and NEPA if applicable) and permitting processes for this project complete? If not, please briefly describe the permits and CEQA (or NEPA) documents to be completed and projected schedule for completion.

District staff and counsel will complete and file necessary CEQA ND/MND documentation for the project.

19. Please briefly describe the necessary construction/implementation for this project.

Clearance of 250 square feet of pavement at treatment plant with very minor grading, concrete basin pour and installation of package clarifier, trenching and piping into

treatment plant infrastructure. Some contractor work for concrete work; staff for trenching, tie-in. Clarifier contractor support likely for package install.

20. Please complete the schedule below for the project. Projects must be complete by March 31, 2026, to allow time for final invoice processing and retention payment before the State funds expire on June 30, 2026. Project administration should end at least three months after construction.

	<b>Categories</b>	<b>Start Date</b>	<b>End Date</b>
(a)	Project Administration	10/1/2021	6/30/2023
(b)	Land Purchase / Easement	10/1/2021	6/30/2023
(c)	Planning/ Design / Engineering / Environmental Documentation	2/1/2022	12/31/22
(d)	Construction/ Implementation	1/1/2023	6/30/2023



## **NORTH COAST RESOURCE PARTNERSHIP**

### **Urban and Multibenefit Drought Relief Grant, 2021**

### **Eligibility and General Project Information Application**

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**The Eligibility and General Project Information Application will be accepted until 5:00 pm, November 17, 2021**

It is important to save the Eligibility and General Project Information Application file with a distinct file name that references the project name. Please fill out grey text boxes and select all the check boxes that apply to the project. Application responses should be clear, brief and succinct. When the application is complete, please email to Katherine Gledhill at [kgledhill@westcoastwatershed.com](mailto:kgledhill@westcoastwatershed.com)

**If you have questions or need additional information please contact:**

- General Information: Katherine Gledhill at [kgledhill@westcoastwatershed.com](mailto:kgledhill@westcoastwatershed.com) or 707.795.1235
- Technical Assistance/Support: Colette Metz Santsche, [colettem@planwestpartners.com](mailto:colettem@planwestpartners.com) or 707.825.8260
- Tribal Projects: Sherri Norris, NCRP Director of Tribal Engagement at [sherri@cieaweb.org](mailto:sherri@cieaweb.org) or 510.848.2043

#### **A. GENERAL INFORMATION**

**1. Project Name:**

Brooktrails Township Clarifier Project

**2. Project Abstract [500 characters]**

During the 2021 drought, the 45-year old clarifier required emergency maintenance. To ensure safe drinking water during drought conditions when the 130,000 gal clarifier fails or has to be taken offline for maintenance, a second clarifier is needed at the drinking water treatment plant. Brooktrails Township strictly enforces a usage cap of 9,000gal/month/connection to conserve community water supplies.

**3. Local Project Sponsor Name:**

Brooktrails Township Community Services District

**4. Contact Name/Title**

Name: Tamara Alaniz

Title: General Manager

Email: [tamaraa@btcsd.org](mailto:tamaraa@btcsd.org)

Phone Number (include area code): 707-459-2494

5. Does your Organization need technical assistance and/or proposal development support for the NCRP Urban and Multibenefit Drought Relief Grant proposal?

yes  no

Please briefly describe the technical/proposal support needed.

**Assistance with completing additional grant information to provide project consistency**

6. Organization Type

Public agency

Non-profit organization

Public utility

Special District

Mutual Water Company

Federally recognized Indian Tribe

Non-federally recognized Native American Tribes on the contact list maintained by the Native American Heritage Commission for the purposes of Chapter 905 of the Statutes of 2004

Other:

7. If the Local Project Sponsor is a mutual water company or public utility, does the proposed project have a clear and definite public purpose that benefits the customers of the water system or other public utility and not the investors?  yes  no

8. If yes, please state the public purpose and explain how it benefits the customers:

9. Has the organization implemented similar projects in the past?  yes  no

10. Describe the drought conditions in the area where your project is located.

Note: This question is important and must be answered.

Water supplies were below 50% prior to recent rains, sustained primarily due to strict water conservation enforcement.

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## B. PROJECT BENEFITS TO DISADVANTAGED COMMUNITIES AND/OR TRIBES

1. Does the project provide direct benefits to a project area comprised of Disadvantaged Communities? If partially, please estimate percentage of project that benefits disadvantaged communities and list the communities.

- Entirely
- Partially
- No

List the Disadvantaged Community(s) (DAC)

Brooktrails in unincorporated Willits, CA

2. Does the project provide direct benefits to a project area comprised of Severely Disadvantaged Communities (SDAC)? If partially, please estimate percentage of the project that benefits the severely disadvantaged community(s) and list the SDACs.

- Entirely
- Partially

- No

**List the Severely Disadvantaged Community(s)**

Brooktrails in unincorporated Willits, CA

3. **Does the project provide direct benefits to a Tribe or Tribes?** If partially, please estimate percentage of project that benefits Tribes and list the Tribes.

- Entirely
- Partially
- No

**List the Tribal Community(s)**

If yes, please provide evidence of support from each Tribe listed as receiving these benefits.

**a) Is a Tribal letter of support included in the application?**

- yes       no

### C. NCRP GOALS AND OBJECTIVES

Please check the NCRP goals/objectives below that align with your project goals/objectives. Note: you may skip Question 7 on the PROJECT INFORMATION FORM.

**GOAL 1: INTRAREGIONAL COOPERATION & ADAPTIVE MANAGEMENT**

- Objective 1 - Respect local autonomy and local knowledge in Plan and project development and implementation
- Objective 2 - Provide an ongoing framework for inclusive, efficient intraregional cooperation and effective, accountable NCRP project implementation
- Objective 3 - Integrate Traditional Ecological Knowledge in collaboration with Tribes to incorporate these practices into North Coast Projects and Plans

**GOAL 2: ECONOMIC VITALITY**

- Objective 4 - Ensure that economically disadvantaged communities are supported and that project implementation enhances the economic vitality of disadvantaged communities by improving built and natural infrastructure systems and promoting adequate housing
- Objective 5 - Conserve and improve the economic benefits of North Coast Region working landscapes and natural areas

**GOAL 3: ECOSYSTEM CONSERVATION AND ENHANCEMENT**

- Objective 6 – Conserve, enhance, and restore watersheds and aquatic ecosystems, including functions, habitats, and elements that support biological diversity
- Objective 7 - Enhance salmonid populations by conserving, enhancing, and restoring required habitats and watershed processes

**GOAL 4: BENEFICIAL USES OF WATER**

- Objective 8 - Ensure water supply reliability and quality for municipal, domestic, agricultural, Tribal, and recreational uses while minimizing impacts to sensitive resources
- Objective 9 - Improve drinking water quality and water related infrastructure to protect public health, with a focus on economically disadvantaged communities

Objective 10 - Protect groundwater resources from over-drafting and contamination

**GOAL 5: CLIMATE ADAPTATION & ENERGY INDEPENDENCE**

Objective 11 - Address climate change effects, impacts, vulnerabilities, including droughts, fires, floods, and sea level rise. Develop adaptation strategies for local and regional sectors to improve air and water quality and promote public health

Objective 12 - Promote local energy independence, water/ energy use efficiency, GHG emission reduction, and jobs creation

**GOAL 6: PUBLIC SAFETY**

Objective 13 - Improve flood protection, forest and community resiliency to reduce the public safety impacts associated with floods and wildfires

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**D. DEPARTMENT OF WATER RESOURCES ELIGIBILITY**

**1. URBAN WATER MANAGEMENT PLAN**

a) Is the organization required to file an Urban Water Management Plan (UWMP)?

yes  no

b) If Yes, list the date the UWMP was approved by DWR:

c) Does the urban water supplier have a complete and validated water loss audit report verified by DWR in accordance with Senate Bill No. 555 (Stats. 2015, ch. 679).

yes  no

d) Does the urban water supplier meet the water meter requirements of CWC 525?

yes  no

e) Is the urban water supplier compliant with requirements to submit to the State Water Resources Control Board their monthly water use reports in compliance with requirements outlined in the California Code of Regulations, title 23, sections 991?

yes  no

f) If facing water supply shortages, the urban water supplier must have activated a Water Shortage Contingency Plan to a stage commensurate with their current water supply conditions. Has the applicant reported activation of the plan to the State Water Board?

yes  no

**2. AGRICULTURAL WATER MANAGEMENT PLAN**

a) Is the organization – or any organization that will receive funding from the project – required to file an Agricultural Water Management Plan (AWMP)?

yes  no

b) If Yes, list date the AWMP was approved by DWR:

c) Does the agricultural water supplier(s) meet the requirements the Water Code and Executive Order (EO) B-29-15?

yes  no

**3. SURFACE WATER DIVERSION REPORTS**

a) Is the organization a Surface Water Diverter?

yes  no

- b) If Yes, has the organization filed annual and monthly surface water diversion reports to the SWRCB per the requirements in Water Code section 5100 et seq., and California Code of Regulations, title 23, sections 907-930?  
 yes       no

#### 4. CALIFORNIA GROUNDWATER MANAGEMENT COMPLIANCE

- b) Does the project that directly affect groundwater levels or quality?  
 yes       no
- c) If Yes, is the Project located in a CASGEM High or Medium priority groundwater basin?
- d) Please list the groundwater basin:
- e) Does the above CASGEM High or Medium priority groundwater basin(s) have an adopted GWMP in compliance of Water Code section 10753 before January 1, 2015?  
 yes       no
- f) If yes, is a GSA letter of support included in the application?**  
 yes       no

For groundwater projects or other projects that directly affect groundwater levels or quality in a high or medium priority basin, documentation that the project has support from the Groundwater Sustainability Agency (GSA) of the impacted groundwater basin(s), or the agency responsible for implementing an alternative plan is required to be included with the application.

#### 5. CASGEM COMPLIANCE

- a) Does the project overlie a medium or high groundwater basin as prioritized by DWR?  
 yes       no
- b) If Yes, list the groundwater basin:
- c) If Yes, please specify the name of the organization that is the designated monitoring entity:
- d) If there is no monitoring entity, please indicate whether the project is wholly located in an economically disadvantaged community.  
 yes       no
- e) **If yes, is a map that shows the Project's implementing agency's service area boundary and DAC overlay included in the application?**  
 yes       no

Note: Consistent with Water Code section 10933.7(b), if the entire service area of the individual Local Project Sponsor's service area is demonstrated to be a disadvantaged community, the project will be considered eligible for grant funding notwithstanding CASGEM compliance. If the Local Project Sponsor is exempt, a map must be included with the application that shows the Project's implementing agency's service area boundary. The map should include a DAC overlay to demonstrate the project is exempt. Please contact NCRP staff for assistance.

#### 6. STORM WATER MANAGEMENT PLAN

- a) Is the project a stormwater and/or dry weather runoff capture project?  
 yes       no
- b) If yes, please provide the name of the Stormwater Resource Plan (or Functionally Equivalent Stormwater Resource Plan) that the project is listed in.
- c) If the project is a stormwater project but is not listed in a Stormwater Resource Plan, does the project benefit a Disadvantaged Community with a population of 20,000 or less?  
 yes       no