

**GARBERVILLE SANITARY DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA**

**There will be a regular meeting held by the Garberville Sanitary District Board of Directors at the
GSD District Office
919 Redwood DR. Garberville, CA**

Date of Meeting: Tuesday, December 21, 2021

5:00 p.m. – Open Public Session

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 919 Redwood Dr. during normal business hours.

I. REGULAR MEETING CALLED TO ORDER

II. ESTABLISHMENT OF QUORUM

Rio Anderson __, Doug Bryan __, Julie Lyon ____, Dan Thomas ____

III. APPROVAL OF AGENDA - Action to add or delete items from any portion of the agenda or to discuss any consent agenda items must be taken prior to adoption of the agenda.

IV. THE BOARD WILL ENTER CLOSED SESSION AT END OF MEETING IF NEEDED

No Items for Closed Session

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

Up to fifteen minutes of this portion of the meeting are reserved for members of the public to address the Board on items not listed on the agenda and within the jurisdiction of the GSD Board. Speakers are limited to 3 minutes. The GSD Board is prohibited by law from taking action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the GSD Board does not respond to public comment at this time.

General Public / Community Groups

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS – Routine report of activities, operations, meetings / conferences held and/or attended by Board members, Staff, and General Manager

Operations Staff-

Office Staff-

Board Members-

Correspondence-

General Manager—Ralph Emerson PAGE 4

Government Code Section 54954.3 provides that the public will have an opportunity to address the Board on any item described on a regular or special meeting either before or during the consideration of that item. The Board reserves the right to limit the time of presentation by individuals and groups

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

Notice to the Public

All matters listed under Consent Agenda are considered to be routine and all will be enacted by one motion and voice vote. There will be no separate discussion of these items unless the Board of Directors requests items to be removed from the Consent Agenda for separate action. Any items will be considered after the motion to approve the Consent Agenda.

A.1 Approve Financials Date – JULY, AUGUST, AND SEPTEMBER 2021 – **PAGE 5-30**

A.2 Approve Date: November 16, 2021 Regular Meeting Minutes - **PAGE 31-33**

A.3 Operations Safety Report- **HANDOUT AT MEETING**

Motion: **Second:** **Vote:**

B. GENERAL BUSINESS – *Action items*

Notice to the Public

The Board of Directors will allow public comment on agenda items although any person who wishes to speak on an agenda item must submit a request prior to the meeting being called to order. You will be given 5 minutes on each agenda item that you wish to comment and then the Board of Directors will discuss the item amongst themselves with no other public comment.

B.1 Board Member Officers-Assignments **pg. 34-35**
(Action Required)

Nomination of Chairperson

Motion: **Second:** **Vote:**

Nomination of Vice Chairperson

Motion: **Second:** **Vote:**

Nomination of Secretary

Motion: **Second:** **Vote:**

Nomination of Treasurer

Motion: **Second:** **Vote:**

Authorized Signatures to Sign for District

Motion: **Second:** **Vote:**

B.2 Board Meeting Calendar-2022 **pg. 36**
(discussion--action requested)

Motion: **Second:** **Vote:**

B.3 Update on SHCP Request for Water **pg. 37-39**
(discussion-possible action)

Motion: **Second:** **Vote:**

B.4 Technical Assistance Grant for Meredith Lane-Pressurized Sewer Pipe **pg.40-47**
Capital Projects & Funding Update
(discussion-possible action)

Motion: **Second:** **Vote:**

B.5 Alternative Source of Electricity **pg. 48-59**
(discussion-possible action) information at meeting

Motion: **Second:** **Vote:**

- B.6 Training for Board Members—Ethics-Harassment **pg.60**
 (discussion—possible action) Update from Staff
Motion: **Second:** **Vote:**
- B.7 Process of Building a Dam on Scenic River **pg. 61-67**
 (Discussion—possible action)
Motion: **Second:** **Vote:**
- B.8 Funding Agreement on Tank Replacement **HANDOUT AT MEETING**
 (discussion-possible action)
Motion: **Second:** **Vote:**

C. POLICY REVISION / ADOPTION

- C.1 Board Policy **pg. 68-81**
 (discussion-no action) 1st reading
- C.2 Water Ordinance-Sec 14.5 Drought Plan and Enforcement **pg. 82-86**
 (discussion—action requested) 4th reading **resolution #21-013**
Motion: **Second:** **Vote:**

IX. CLOSED SESSION

Pursuant to Government Code Section

X. RETURN TO OPEN SESSION

Report of any actions taken in Closed Session

XI. ITEMS FOR NEXT BOARD MEETING

1. Alternative Electricity Update
2. Update on Projects
3. Update on SHCP Water
4. Report from staff on operations during storms
5. Update on Funding Applications

XII. ADJOURNMENT

Posting of Notice at the District Office no later than Date: Saturday, December 18, 2021. Agenda is emailed to the local newspapers and those who have requested an agenda in writing or e-mail.

In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact the Garberville Sanitary District Office at (707)923-9566 at least 48 hours in advance.

Garberville Sanitary District

PO Box 211

Garberville, CA. 95542

(707)923-9566

remerson@garbervillesd.org

GENERAL MANAGER REPORT

Date: December 21, 2021

We have been working to find funding to replace the pressurized sewer main line between Linda Lane pump station into the main headworks at Alder Point Road. Staff has been onsite making repairs and we are working on a reroute option.

The parts have arrived to make the changes needed at Arthur Road, which will allow us to remove the Robertson tank from service. Wahlund Construction is working with us to have this work completed promptly.

I have requested that all connection fees be paid in full on the Bank Building Project by January 1st or it will be on the January agenda to discuss. January will be three years since project was approved.

I have spent much of the month researching dams and alternative electricity options that may be available for us and although we have an agenda item to discuss this, I will continue researching what is available.

Merry Christmas and Best Wishes for a Happy 2022

Respectfully Submitted:

Ralph Emerson



GARBERVILLE SANITARY DISTRICT

P.O. BOX 211 • GARBERVILLE, CA 95542 • (707) 923-9566

BOARD AGENDA MEMORANDUM - Consent Item

Meeting Date: December 21, 2021
 To: Garberville Sanitary District Board of Directors
 From: Jennie Short, Consultant Project Manager
 Subject: PRELIMINARY DRAFT
 July, August and September 2021 Financial Statements

GENERAL OVERVIEW AND FINANCIAL CONSIDERATIONS

The attached **PRELIMINARY DRAFT** Financial Statements are for July, August and September 2021. Once the audit is completed, a final version of these reports will be prepared for your review and approval.

Table 1. Overview of the “Combined Revenue & Expense Report for Board”

Description	Annual Budget	YTD Actual	YTD Budget	YTD Difference	😊
Total Revenue (excl. connection fees)	1,183,185.00	319,397.27	306,460.05	12,937.22	😊
Total Expense (excl. Depreciation)	904,855.00	216,480.87	228,317.61	(11,836.74)	😊
Net Income (excl. Depreciation)	278,330.00	102,916.40	78,142.44	24,773.96	😊
Payroll	456,015.00	115,817.17	112,503.78	3,313.39	😊
Repair & Maintenance + Supplies	101,200.00	12,617.01	25,425.01	(12,808.00)	😊

As can be seen on the “Statement of Cash Flows Report for Board - September 2021” and the “Balance Sheet Report for Board as of September 2021”:

- Operational revenues are **\$2,812.34 OVER** budget.
- Operational expenses are **\$12,941.70 UNDER** budget.
- Net cash **INCREASE** for September is **\$31,485.70** and the year to date is a net cash **INCREASE** of **\$ 5,438.20**.

- Total payments on loans so far this year total **\$29,447.43** of a budgeted year-end total of \$96,885.56.
- Overtime payroll costs are **\$7,347.47 OVER** budget - mostly in Sewer Collection.
- The repair and maintenance plus supplies expenses are **\$12,808.00 UNDER** the YTD budgeted amount.
- Expenditures for fixed asset acquisition so far this year total **\$14,986.62** of a budgeted year-end total of \$123,000. The projects anticipated were:

Asset Description	Amount Budgeted	Amount Spent
Robertson + Wallen Tank Replacement - SRF Grant App	245,000	787.50
Hurlbutt Tank Replacement - SRF	90,000	260.00
Meadows Aerial Waterline SRF Grant/Loan	8,000	
SRF DW Financing Reimbursement	(325,000)	
Bear Canyon Sewer Aerial Preliminary Design	5,000	
WWTP Chlorine Analyzer/Sample Pump/Flow Meters/Reprogram	25,000	
Sunnybank Telemetry	50,000	
Knight's Lane - Melville Sewerline	2,000	
SWTP Filter Media	13,000	
Church Street Paving + Valves		6,800.00
Pumps - Rebuild FW @ SWTP		7,139.12
Unspecified	10,000	
Total:	123,000.00	14,986.62

RECOMMENDED BOARD ACTIONS

Review the preliminary reports. No approval is needed until the final reports are produced after the audit is complete.

ATTACHMENTS

1. Balance Sheet with Comparison = Current month and Fiscal Year beginning July 1, 2021.
2. Statement of Cash Flows - Current Month and Fiscal Year to Date
3. Revenue and Expense Report - Combined Report for Water & Sewer containing current month actual, fiscal year to date actual, and annual budget. (Three reports - one for each of July, August and September)
4. Check Register Report for all checks issued in Current Month (Three reports - one for each of July, August and September)

GARBERVILLE SANITARY DISTRICT
Statement of Cash Flows Report for Board
July through September 2021

**PRELIMINARY PENDING
COMPLETION OF AUDIT**

	Sep 21	Jul - Sep 21
OPERATING ACTIVITIES		
Net Income	(15,582.40)	(2,201.08)
Adjustments to reconcile Net Income to net cash provided by operations:		
11000 · Accounts Receivable - Other		(10,065.50)
1100 · Accounts Receivable	8,260.49	(3,575.32)
1110 · Accts Receivable Over Payments	(770.14)	(1,818.01)
1500 · Prepaid Insurance	3,998.64	(39,427.95)
1501 · Prepaid Workers Comp	1,034.67	(7,738.05)
1510 · Prepaid Licenses and Permits	2,005.27	(18,056.79)
2000 · Accounts Payable	6,977.47	3,767.93
20000 · Account Payable		24,072.60
2220 · Accrued State PR Taxes		(3.06)
2300 · Service Deposits	(300.00)	(200.00)
Net cash provided by Operating Activities	5,624.00	(55,245.23)
INVESTING ACTIVITIES		
Accumulated Depreciation-Water	22,690.66	68,071.98
Accumulated Depreciation-Sewer	12,348.50	37,045.50
CIP-Church Street	(6,800.00)	(6,800.00)
CIP-Hurlbutt Tank Replacement	(225.00)	(260.00)
CIP - Wallan & Robertson Tank	(525.00)	(787.50)
WATER:Pumps		(7,139.12)
Net cash provided by Investing Activities	27,489.16	90,130.86
FINANCING ACTIVITIES		
2500 · N/P - SWRCB		(24,585.28)
2665 · RCAC Loan - #0998 Backhoe	(1,627.46)	(4,862.15)
Net cash provided by Financing Activities	(1,627.46)	(29,447.43)
Net cash increase for period	31,485.70	5,438.20
Cash at beginning of period	788,457.89	814,505.39
Cash at end of period	819,943.59	819,943.59

**GARBERVILLE SANITARY DISTRICT
Balance Sheet Report for Board**

**PRELIMINARY PENDING
COMPLETION OF AUDIT**

As of June 30, 2021

	<u>Current Month</u> Sept. 30, 2021 Balance	<u>Year Beginning</u> July 1, 2021 Balance	Difference	Comments
ASSETS				
Current Assets				
Checking/Savings				
1036 · Sewer Capital Improvement Fund	9,997.41	0.00	9,997.41	Transfer to Open Acct
1035 · Water Capital Improvement Fund	17,997.65	0.00	17,997.65	Transfer to Open Acct
1005 · Umpqua Checking - Operating	142,735.48	40,294.77	102,440.71	Transfer from County
1006 · Umpqua System Reserve - Water	25,810.00	25,809.42	0.58	
1007 · Umpqua System Reserve - Sewer	31,267.85	31,267.18	0.67	
1011 · Water Enterprise Fund	46,828.84	46,827.66	1.18	
1030 · County Treasury - Sewer Reserve	403,899.49	478,899.49	(75,000.00)	Transfer to Checking
1031 · County Treasury - Water Reserve	141,265.36	191,265.36	(50,000.00)	Transfer to Checking
1040 · Petty Cash	39.51	39.51	0.00	
1050 · Cash Drawer	102.00	102.00	0.00	
Total Checking/Savings	819,943.59	814,505.39	5,438.20	
Accounts Receivable				
1115 · Acct Receivable - Collection	3,501.80	3,501.80	0.00	
11000 · Accounts Receivable - Other	13,522.92	3,457.42	10,065.50	
Total Accounts Receivable	17,024.72	6,959.22	10,065.50	
Other Current Assets				
1100 · Accounts Receivable				
1110 · Accts Receivable Over Payments	(905.18)	(2,723.19)	1,818.01	
1100 · Accounts Receivable - Other	127,509.07	123,933.75	3,575.32	
Total 1100 · Accounts Receivable	126,603.89	121,210.56	5,393.33	
1500 · Prepaid Insurance	42,867.61	3,439.66	39,427.95	
1501 · Prepaid Workers Comp	7,738.05	0.00	7,738.05	
1510 · Prepaid Licenses and Permits	18,056.79	0.00	18,056.79	
1550 · Allowance for Doubtful Accounts	(5,000.00)	(5,000.00)	0.00	
Total Other Current Assets	190,266.34	119,650.22	70,616.12	
Total Current Assets	1,027,234.65	941,114.83	86,119.82	
Fixed Assets				
CIP-Church Street	6,800.00	0.00	6,800.00	Pave & Raise Valve Box
CIP-Hurlbutt Tank Replacement	3,028.00	2,768.00	260.00	
CIP- Bear Canyon Sewerline	763.75	763.75	0.00	
CIP - Meadows Aerial Waterline	6,051.76	6,051.76	0.00	
CIP - Wallan & Robertson Tank	25,822.98	25,035.48	787.50	
WATER				
Land - Water	94,594.62	94,594.62	0.00	
Water Easements & Intangibles	177,397.11	177,397.11	0.00	
Treatment	79,919.93	79,919.93	0.00	
Distribution	2,804,484.17	2,804,484.17	0.00	
Pumps	10,048.99	2,909.87	7,139.12	Rebuild FW Pump
DWTP (Water) 2015	4,968,104.88	4,968,104.88	0.00	
Total WATER	8,134,549.70	8,127,410.58	7,139.12	
Water System	142,474.97	142,474.97	0.00	

**GARBERVILLE SANITARY DISTRICT
Balance Sheet Report for Board**

As of June 30, 2021

**PRELIMINARY PENDING
COMPLETION OF AUDIT**

	<u>Current Month</u> Sept. 30, 2021 Balance	<u>Year Beginning</u> July 1, 2021 Balance	Difference	Comments
SEWER				
Land - Sewer	129,810.68	129,810.68	0.00	
Collection	2,387,355.88	2,387,355.88	0.00	
Treatment	507,552.59	507,552.59	0.00	
Pumps	16,931.99	16,931.99	0.00	
Sewer Project - 2011	2,792,451.91	2,792,451.91	0.00	
Total SEWER	5,834,103.05	5,834,103.05	0.00	
Office Equipment	38,244.29	38,244.29	0.00	
Equipment	237,123.48	237,123.48	0.00	
Vehicles	121,205.99	121,205.99	0.00	
MSR/SOI and Annexation Project	157,367.08	157,367.08	0.00	
Accumulated Depreciation-Water	(2,555,662.28)	(2,487,590.30)	(68,071.98)	
Accumulated Depreciation-Sewer	(2,392,186.60)	(2,355,141.10)	(37,045.50)	
Total Fixed Assets	9,759,686.17	9,849,817.03	(90,130.86)	
TOTAL ASSETS	10,786,920.82	10,790,931.86	(4,011.04)	
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	29,838.64	26,070.71	3,767.93	
Total Accounts Payable	29,838.64	26,070.71	3,767.93	
Other Current Liabilities				
2300 · Service Deposits	7,100.00	7,300.00	(200.00)	
20000 · Account Payable	26,172.60	2,100.00	24,072.60	
2205 · Accrued Simple	(101.46)	(101.46)	0.00	
2220 · Accrued State PR Taxes		3.06	(3.06)	
2230 · Accrued Vacation	30,435.83	30,435.83	0.00	
2238 · SWRCB Settlement		0.00	0.00	
2250 · Loans Payable - Current Portion	65,704.81	65,704.81	0.00	
Total Other Current Liabilities	129,311.78	105,442.24	23,869.54	
Total Current Liabilities	159,150.42	131,512.95	27,637.47	
Long Term Liabilities				
2665 · RCAC Loan - #0998 Backhoe	39,361.79	44,223.94	(4,862.15)	3 Pmts of 12
2500 · N/P - SWRCB	50,655.35	75,240.63	(24,585.28)	1 Pmt of 1
2605 · RCAC Loan #6200-GSD-02	0.00	0.00	0.00	Paid in Full
2700 · SRF Loan - Water	1,126,568.02	1,126,568.02	0.00	0 Pmt of 2
2900 · Less Current Portion	(65,704.81)	(65,704.81)	0.00	
Total Long Term Liabilities	1,150,880.35	1,180,327.78	(29,447.43)	
Total Liabilities	1,310,030.77	1,311,840.73	(1,809.96)	
Equity				
3000 · Contributed Capital	6,129,491.75	6,129,491.75	0.00	
3100 · Retained Earnings	3,349,599.38	3,631,133.46	(281,534.08)	
Net Income	(2,201.08)	(281,534.08)	279,333.00	
Total Equity	9,476,890.05	9,479,091.13	(2,201.08)	
TOTAL LIABILITIES & EQUITY	10,786,920.82	10,790,931.86	(4,011.04)	

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
 September 2021

**PRELIMINARY PENDING
 COMPLETION OF AUDIT**

	Current Month Sept 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
Ordinary Income/Expense					
Income					
Water Charges					
4100 · Residential	28,805.90	91,853.50	98,736.00	374,000.00	(6,882.50)
4110 · Commercial	27,221.25	82,176.50	74,184.00	281,000.00	7,992.50
Total Water Charges	56,027.15	174,030.00	172,920.00	655,000.00	1,110.00
4200 · Sewer Charges	39,627.90	121,312.40	123,665.05	463,165.00	(2,352.65)
4300 · Connection Fees	0.00	8,000.00	8,000.00	24,000.00	0.00
4650 · Late Charges	1,500.00	4,215.00	500.01	4,000.00	3,714.99
4700 · Other Operating Revenue	40.00	340.00	0.00	3,000.00	340.00
Total Income	97,195.05	307,897.40	305,085.06	1,149,165.00	2,812.34
Expense					
Administrative and General					
5025 · Discount Program	145.00	415.00	900.00	3,600.00	(485.00)
5000 · Advertising	0.00	0.00	150.00	300.00	(150.00)
5005 · Bad Debts	30.00	2,680.39	2,700.00	10,000.00	(19.61)
5010 · Bank Charges					
5012 · Merchant Account Fees	480.19	1,175.38	825.00	3,300.00	350.38
5010 · Bank Charges - Other	147.53	457.42	499.98	2,000.00	(42.56)
Total 5010 · Bank Charges	627.72	1,632.80	1,324.98	5,300.00	307.82
5020 · Directors Fees	0.00	0.00	500.00	2,000.00	(500.00)
5030 · Dues and Memberships	661.40	1,003.40	1,125.00	4,500.00	(121.60)
5035 · Education and Training	0.00	0.00	750.00	3,000.00	(750.00)
5036 · Education and Training - B.O.D.	0.00	0.00	75.00	300.00	(75.00)
Insurance					
5040 · Liability	3,998.64	11,995.92	12,000.00	48,000.00	(4.08)
5050 · Workers' Comp	1,034.67	2,924.84	2,666.28	10,665.00	258.56
5055 · Health					
5055.1 · Employee Portion	(746.24)	(2,238.72)	(2,312.52)	(9,250.00)	73.80
5055 · Health - Other	3,778.56	11,335.68	11,712.48	46,850.00	(376.80)
Total 5055 · Health	3,032.32	9,096.96	9,399.96	37,600.00	(303.00)
Total Insurance	8,065.63	24,017.72	24,066.24	96,265.00	(48.52)
5060 · Licenses, Permits, and Fees	2,115.27	6,125.81	7,650.00	25,600.00	(1,524.19)
5065 · Auto	14.32	54.38	1,000.00	2,500.00	(945.62)
5070 · Miscellaneous	0.00	0.00	100.00	100.00	(100.00)
5080 · Office Expense	1,271.26	3,838.22	1,999.98	8,000.00	1,838.24
5085 · Outside Services	578.29	1,742.01	2,899.98	11,600.00	(1,157.97)
5090 · Payroll Taxes	2,509.65	7,294.34	8,124.99	32,500.00	(830.65)
5100 · Postage	0.00	436.54	868.98	3,500.00	(432.44)
5110 · Professional Fees	7,045.75	16,764.25	19,999.98	80,000.00	(3,235.73)
5120 · Property Taxes	0.00	0.00	50.00	50.00	(50.00)
5125 · Repairs and Maintenance	212.65	1,909.87	250.00	500.00	1,659.87
5130 · Rents	1,670.00	2,505.00	2,505.00	10,020.00	0.00
5135 · Retirement	810.66	2,370.03	2,297.52	9,190.00	72.51
5137 · Supplies	158.22	475.49	300.00	1,200.00	175.49
5140 · Telephone	1,018.90	2,778.22	3,124.98	12,500.00	(346.76)
5145 · Tools	17.34	527.96	499.98	2,000.00	27.98
5150 · Travel and Meetings	218.50	218.50	500.00	1,000.00	(281.50)

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
 September 2021

**PRELIMINARY PENDING
 COMPLETION OF AUDIT**

	Current Month Sept 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
5155 · Utilities	478.46	758.60	874.98	3,500.00	(116.38)
5160 · Wages					
5165 · Wages - Overtime	987.00	1,855.50	1,075.02	4,300.00	780.48
5160 · Wages - Other	12,622.47	37,673.57	44,737.98	178,952.00	(7,064.41)
Total 5160 · Wages	13,609.47	39,529.07	45,813.00	183,252.00	(6,283.93)
5170 · Vacation Accrual Adjustment	0.00	0.00	0.00	6,000.00	0.00
Total Administrative and General	41,258.49	117,077.60	130,450.59	518,277.00	(13,372.99)
Sewage Collection					
6010 · Fuel	281.36	901.48	999.99	4,000.00	(98.51)
6030 · Repairs and Maintenance	167.99	1,499.89	3,750.00	15,000.00	(2,250.11)
6040 · Supplies	0.00	0.00	500.01	2,000.00	(500.01)
6050 · Utilities	650.93	968.37	1,125.00	4,500.00	(156.63)
6060 · Wages					
6065 · Wages - Overtime Sewer Collecti	3,021.00	9,813.00	1,620.00	6,480.00	8,193.00
6060 · Wages - Other	2,919.76	6,624.07	8,062.50	32,250.00	(1,438.43)
Total 6060 · Wages	5,940.76	16,437.07	9,682.50	38,730.00	6,754.57
Total Sewage Collection	7,041.04	19,806.81	16,057.50	64,230.00	3,749.31
Sewage Treatment					
6075 · Fuel	281.36	901.48	999.99	4,000.00	(98.51)
6080 · Monitoring	455.00	455.00	1,749.99	7,000.00	(1,294.99)
6100 · Repairs and Maintenance	0.00	122.86	3,750.00	15,000.00	(3,627.14)
6110 · Supplies	1,933.92	1,955.11	1,500.00	6,000.00	455.11
6120 · Utilities	1,548.63	2,310.59	2,499.99	10,000.00	(189.40)
6130 · Wages					
6135 · Wages - Overtime Sewer Treatmen	0.00	651.00	549.99	2,200.00	101.01
6130 · Wages - Other	5,351.13	16,941.85	8,780.01	35,120.00	8,161.84
Total 6130 · Wages	5,351.13	17,592.85	9,330.00	37,320.00	8,262.85
Total Sewage Treatment	9,570.04	23,337.89	19,829.97	79,320.00	3,507.92
Water Trans and Distribution					
7075 · Fuel	281.36	901.48	999.99	4,000.00	(98.51)
7090 · Repairs and Maintenance	600.00	1,161.02	7,500.00	30,000.00	(6,338.98)
7100 · Supplies	0.00	893.16	1,250.01	5,000.00	(356.85)
7110 · Utilities	1,713.63	2,696.61	2,750.01	11,000.00	(53.40)
7120 · Wages					
7125 · Wages - Overtime Water Trans &	654.00	1,113.00	2,000.01	8,000.00	(887.01)
7120 · Wages - Other	3,606.27	10,024.04	10,620.75	42,483.00	(596.71)
Total 7120 · Wages	4,260.27	11,137.04	12,620.76	50,483.00	(1,483.72)
Total Water Trans and Distribution	6,855.26	16,789.31	25,120.77	100,483.00	(8,331.46)
Water Treatment					
7020 · Fuel	281.36	901.49	999.99	4,000.00	(98.50)
7010 · Monitoring	350.00	5,603.55	1,125.00	4,500.00	4,478.55
7030 · Repairs and Maintenance	0.00	116.64	3,624.99	14,500.00	(3,508.35)
7040 · Supplies	2,015.79	4,482.97	3,000.00	12,000.00	1,482.97
7050 · Utilities	6,766.46	14,784.66	12,500.01	50,000.00	2,284.65
7060 · Wages					
7065 · Wages - Overtime Water Treatmen	600.00	1,160.00	2,000.01	8,000.00	(840.01)
7060 · Wages - Other	2,705.87	8,274.97	10,568.76	42,275.00	(2,293.79)
Total 7060 · Wages	3,305.87	9,434.97	12,568.77	50,275.00	(3,133.80)

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
September 2021

**PRELIMINARY PENDING
COMPLETION OF AUDIT**

	Current Month Sept 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
Total Water Treatment	12,719.48	35,324.28	33,818.76	135,275.00	1,505.52
Total Expense	77,444.31	212,335.89	225,277.59	897,585.00	(12,941.70)
Net Ordinary Income	19,750.74	95,561.51	79,807.47	251,580.00	15,754.04
Other Income/Expense					
Other Income					
Property Tax Revenue					
8010 · Secured	0.00	0.00	0.00	25,500.00	0.00
8020 · Unsecured	0.00	0.00	0.00	1,900.00	0.00
8025 · Prior Years	0.00	0.00	0.00	10.00	0.00
8030 · Supplemental - Current	0.00	0.00	0.00	250.00	0.00
8035 · Supplemental - Prior Years	0.00	0.00	0.00	50.00	0.00
Total Property Tax Revenue	0.00	0.00	0.00	27,710.00	0.00
8060 · Interest Income	1.56	3.49	1,125.00	4,500.00	(1,121.51)
8070 · Other Non-Operating Revenue	0.00	11,496.38	249.99	1,500.00	11,246.39
9030 · Homeowners' Tax Relief	0.00	0.00	0.00	310.00	0.00
Total Other Income	1.56	11,499.87	1,374.99	34,020.00	10,124.88
Other Expense					
9010 · Other Expenses	124.75	2,107.75	1,000.02	4,000.00	1,107.73
9040 · Depreciation	35,039.16	105,117.48	97,500.00	390,000.00	7,617.48
9050 · Interest Expense	170.79	2,037.23	2,040.00	3,270.00	(2.77)
Total Other Expense	35,334.70	109,262.46	100,540.02	397,270.00	8,722.44
Net Other Income	(35,333.14)	(97,762.59)	(99,165.03)	(363,250.00)	1,402.44
Net Income	(15,582.40)	(2,201.08)	(19,357.56)	(111,670.00)	17,156.48

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
September 2021

Date	Num	Memo	Amount
101 Netlink			
09/27/2021	11197		-250.00
Total 101 Netlink			-250.00
Amazon.com			
09/30/2021	DBT		-150.85
Total Amazon.com			-150.85
Blue Star Gas			
09/27/2021	11198		-11.00
Total Blue Star Gas			-11.00
Capital Bank & Trust			
09/01/2021	EFT	557880519	-971.46
09/01/2021	EFT	025158148	-411.21
09/20/2021	EFT	557880519	-941.85
09/20/2021	EFT	025158148	-399.45
Total Capital Bank & Trust			-2,723.97
Clear Rate Communications			
09/21/2021	11193		-338.99
Total Clear Rate Communications			-338.99
CRWA			
09/16/2021	11190		-545.00
Total CRWA			-545.00
Dazey's Building Center			
09/28/2021	11199		-58.34
Total Dazey's Building Center			-58.34
DialMyCalls			
09/15/2021	DBT		-250.00
Total DialMyCalls			-250.00
EDD			
09/01/2021	EFT	499-0538-3	-1,062.59
09/01/2021	EFT	499-0538-3	-24.30
09/20/2021	EFT	499-0538-3	-973.79
09/20/2021	EFT	499-0538-3	-1.57
Total EDD			-2,062.25
Emerald Technologies			
09/28/2021	11200		-1,092.05
Total Emerald Technologies			-1,092.05
Fluentstream Tech			
09/08/2021	11178		-116.66
Total Fluentstream Tech			-116.66
Frontier Communications			
09/07/2021	11174		-115.65
Total Frontier Communications			-115.65
Glacier Water Vending			
09/10/2021	DBT		-2.10
09/10/2021	DBT		-2.10
Total Glacier Water Vending			-4.20
HughesNet			

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
September 2021

Date	Num	Memo	Amount
09/13/2021	DBT		-104.29
Total HughesNet			-104.29
IRS			
09/01/2021	EFT	68-0296323	-4,331.32
09/20/2021	EFT	68-0296323	-4,001.24
Total IRS			-8,332.56
Jennie Short			
09/28/2021	11204		-2,968.00
Total Jennie Short			-2,968.00
Lori Ruiz			
09/28/2021	11201		-100.00
Total Lori Ruiz			-100.00
NALCO			
09/15/2021	11182		-2,387.18
Total NALCO			-2,387.18
NAPA			
09/07/2021	11175		-217.43
09/08/2021	11179		-300.26
Total NAPA			-517.69
North Coast Laboratories Ltd.			
09/09/2021	11181		-185.00
09/28/2021	11202		-240.00
Total North Coast Laboratories Ltd.			-425.00
PG&E			
09/15/2021	11183		-7,425.29
Total PG&E			-7,425.29
Pitney Bowes Purchase Power			
09/16/2021	11191		-242.29
Total Pitney Bowes Purchase Power			-242.29
Recology Humboldt County			
09/16/2021	11192		-12.00
09/28/2021	11203		-12.00
Total Recology Humboldt County			-24.00
Redwood Merchant Services			
09/02/2021	11318		-112.97
09/30/2021			-300.01
Total Redwood Merchant Services			-412.98
RENNER			
09/10/2021	DBT		-1,125.44
Total RENNER			-1,125.44
Rural Community Assistance Prog - Backhoe			
09/01/2021	DBT		-1,798.25
Total Rural Community Assistance Prog - Backhoe			-1,798.25
SDRMA			
09/29/2021	11206		-338.36

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
September 2021

Date	Num	Memo	Amount
Total SDRMA			-338.36
Sentry III Center			
09/07/2021	11177		-835.00
Total Sentry III Center			-835.00
Staples Credit Plan			
09/07/2021	11176		-113.21
09/29/2021	11207		-175.01
Total Staples Credit Plan			-288.22
Streamline Inc			
09/23/2021	11196		-100.00
Total Streamline Inc			-100.00
The Mitchell Law Firm, LLP			
09/21/2021	11194		-278.50
Total The Mitchell Law Firm, LLP			-278.50
Umpqua Bank			
09/21/2021	11317		-167.16
Total Umpqua Bank			-167.16
US Cellular			
09/01/2021	11173		-229.56
Total US Cellular			-229.56
Van Meter Construction			
09/29/2021	11205		-7,400.00
Total Van Meter Construction			-7,400.00
Wahlund Construction, Inc.			
09/23/2021	11184		-7,139.12
Total Wahlund Construction, Inc.			-7,139.12
Wyatt & Whitchurch, E.A. Inc.			
09/08/2021	11180		-400.00
Total Wyatt & Whitchurch, E.A. Inc.			-400.00
WYCKOFF'S Inc			
09/21/2021	11195		-45.62
Total WYCKOFF'S Inc			-45.62
Arreguin, Daniel J			
09/01/2021	11168		-3,549.60
09/20/2021	11185		-3,456.54
Total Arreguin, Daniel J			-7,006.14
Emerson, Ralph K			
09/01/2021	11169		-2,899.77
09/20/2021	11186		-2,899.76
Total Emerson, Ralph K			-5,799.53
Miller, Brian A			
09/01/2021	11170		-2,516.75
09/20/2021	11187		-2,386.29
Total Miller, Brian A			-4,903.04
Nieto, Mary			
09/01/2021	11171		-1,850.47

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Accrual Basis

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
September 2021

Date	Num	Memo	Amount
09/20/2021	11188		-1,546.93
Total Nieto, Mary			-3,397.40
Ruiz, Ricardo			
09/01/2021	11172		-452.08
09/20/2021	11189		-364.60
Total Ruiz, Ricardo			-816.68
TOTAL			-72,726.26

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
August 2021

**PRELIMINARY PENDING
COMPLETION OF AUDIT**

	Current Month Aug. 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
Ordinary Income/Expense					
Income					
Water Charges					
4100 · Residential	33,904.35	63,047.60	69,190.00	374,000.00	(6,142.40)
4110 · Commercial	29,528.75	54,955.25	51,985.00	281,000.00	2,970.25
Total Water Charges	63,433.10	118,002.85	121,175.00	655,000.00	(3,172.15)
4200 · Sewer Charges	43,721.90	81,684.50	85,685.52	463,165.00	(4,001.02)
4300 · Connection Fees	8,000.00	8,000.00	8,000.00	24,000.00	0.00
4650 · Late Charges	1,185.00	2,715.00	333.34	4,000.00	2,381.66
4700 · Other Operating Revenue	300.00	300.00	0.00	4,000.00	300.00
Total Income	116,640.00	210,702.35	215,193.86	1,150,165.00	(4,491.51)
Expense					
Administrative and General					
5025 · Discount Program	130.00	270.00	600.00	3,600.00	(330.00)
5000 · Advertising	0.00	0.00	150.00	300.00	(150.00)
5005 · Bad Debts	2,444.89	2,650.39	2,700.00	7,500.00	(49.61)
5010 · Bank Charges					
5012 · Merchant Account Fees	361.25	695.19	550.00	3,300.00	145.19
5010 · Bank Charges - Other	173.16	309.89	333.32	2,000.00	(23.43)
Total 5010 · Bank Charges	534.41	1,005.08	883.32	5,300.00	121.76
5020 · Directors Fees	0.00	0.00	500.00	2,000.00	(500.00)
5030 · Dues and Memberships	0.00	342.00	750.00	4,500.00	(408.00)
5035 · Education and Training	0.00	0.00	500.00	3,000.00	(500.00)
5036 · Education and Training - B.O.D.	0.00	0.00	50.00	300.00	(50.00)
Insurance					
5040 · Liability	3,998.64	7,997.28	8,000.00	48,000.00	(2.72)
5050 · Workers' Comp	919.96	1,890.17	1,777.52	10,665.06	112.65
5055 · Health					
5055.1 · Employee Portion	(746.24)	(1,492.48)	(1,541.68)	(9,250.00)	49.20
5055 · Health - Other	3,778.56	7,557.12	3,904.16	23,425.00	3,652.96
Total 5055 · Health	3,032.32	6,064.64	2,362.48	14,175.00	3,702.16
Total Insurance	7,950.92	15,952.09	12,140.00	72,840.06	3,812.09
5060 · Licenses, Permits, and Fees	2,005.27	4,010.54	5,700.00	25,600.00	(1,689.46)
5065 · Auto	40.06	40.06	1,000.00	2,500.00	(959.94)
5070 · Miscellaneous	0.00	0.00	100.00	100.00	(100.00)
5080 · Office Expense	91.53	2,566.96	1,333.32	8,000.00	1,233.64
5085 · Outside Services	666.29	1,163.72	1,933.32	11,600.00	(769.60)
5090 · Payroll Taxes	2,418.91	4,784.69	5,416.66	32,500.00	(631.97)
5100 · Postage	355.73	436.54	579.32	3,500.00	(142.78)
5110 · Professional Fees	4,656.00	9,718.50	13,333.32	80,000.00	(3,614.82)
5120 · Property Taxes	0.00	0.00	50.00	50.00	(50.00)
5125 · Repairs and Maintenance	498.62	1,697.22	250.00	500.00	1,447.22
5130 · Rents	0.00	835.00	1,670.00	10,020.00	(835.00)
5135 · Retirement	790.11	1,559.37	1,531.68	9,190.04	27.69
5137 · Supplies	8.31	317.27	200.00	1,200.00	117.27
5140 · Telephone	946.15	1,759.32	2,083.32	12,500.00	(324.00)
5145 · Tools	58.08	510.62	333.32	2,000.00	177.30
5150 · Travel and Meetings	0.00	0.00	500.00	1,000.00	(500.00)

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
August 2021

**PRELIMINARY PENDING
COMPLETION OF AUDIT**

	Current Month Aug. 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
5155 · Utilities	11.00	280.14	583.32	3,500.00	(303.18)
5160 · Wages					
5165 · Wages - Overtime	483.00	868.50	716.68	4,300.00	151.82
5160 · Wages - Other	13,372.24	25,051.10	29,825.32	178,952.00	(4,774.22)
Total 5160 · Wages	13,855.24	25,919.60	30,542.00	183,252.00	(4,622.40)
5170 · Vacation Accrual Adjustment	0.00	0.00	0.00	6,000.00	0.00
Total Administrative and General	37,461.52	75,819.11	85,412.90	492,352.10	(9,593.79)
Sewage Collection					
6010 · Fuel	338.45	620.12	666.66	4,000.00	(46.54)
6030 · Repairs and Maintenance	124.47	1,331.90	2,500.00	15,000.00	(1,168.10)
6040 · Supplies	0.00	0.00	333.34	2,000.00	(333.34)
6050 · Utilities	0.00	317.44	750.00	4,500.00	(432.56)
6060 · Wages					
6065 · Wages - Overtime Sewer Collecti	3,144.00	6,792.00	1,080.00	6,480.00	5,712.00
6060 · Wages - Other	1,558.40	3,704.31	5,375.00	32,250.00	(1,670.69)
Total 6060 · Wages	4,702.40	10,496.31	6,455.00	38,730.00	4,041.31
Total Sewage Collection	5,165.32	12,765.77	10,705.00	64,230.00	2,060.77
Sewage Treatment					
6075 · Fuel	338.45	620.12	666.66	4,000.00	(46.54)
6080 · Monitoring	0.00	0.00	1,166.66	7,000.00	(1,166.66)
6100 · Repairs and Maintenance	116.62	122.86	2,500.00	15,000.00	(2,377.14)
6110 · Supplies	21.19	21.19	1,000.00	6,000.00	(978.81)
6120 · Utilities	0.00	761.96	1,666.66	9,999.96	(904.70)
6130 · Wages					
6135 · Wages - Overtime Sewer Treatmen	180.00	651.00	366.66	2,200.00	284.34
6130 · Wages - Other	5,828.60	11,590.72	5,853.34	35,120.00	5,737.38
Total 6130 · Wages	6,008.60	12,241.72	6,220.00	37,320.00	6,021.72
Total Sewage Treatment	6,484.86	13,767.85	13,219.98	79,319.96	547.87
Water Trans and Distribution					
7075 · Fuel	338.45	620.12	666.66	4,000.00	(46.54)
7090 · Repairs and Maintenance	162.24	561.02	5,000.00	30,000.00	(4,438.98)
7100 · Supplies	893.16	893.16	833.34	5,000.00	59.82
7110 · Utilities	0.00	982.98	1,833.34	11,000.00	(850.36)
7120 · Wages					
7125 · Wages - Overtime Water Trans &	186.00	459.00	1,333.34	8,000.00	(874.34)
7120 · Wages - Other	2,998.28	6,417.77	7,080.50	42,483.00	(662.73)
Total 7120 · Wages	3,184.28	6,876.77	8,413.84	50,483.00	(1,537.07)
Total Water Trans and Distribution	4,578.13	9,934.05	16,747.18	100,483.00	(6,813.13)
Water Treatment					
7020 · Fuel	338.45	620.13	666.66	4,000.00	(46.53)
7010 · Monitoring	1,116.55	5,253.55	750.00	4,500.00	4,503.55
7030 · Repairs and Maintenance	116.64	116.64	2,416.66	14,500.00	(2,300.02)
7040 · Supplies	2,387.18	2,467.18	2,000.00	12,000.00	467.18
7050 · Utilities	3,047.09	8,018.20	8,333.34	50,000.00	(315.14)
7060 · Wages					
7065 · Wages - Overtime Water Treatmen	560.00	560.00	1,333.34	8,000.00	(773.34)
7060 · Wages - Other	2,817.48	5,569.10	7,045.84	42,275.00	(1,476.74)
Total 7060 · Wages	3,377.48	6,129.10	8,379.18	50,275.00	(2,250.08)

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
August 2021

**PRELIMINARY PENDING
COMPLETION OF AUDIT**

	Current Month Aug. 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
Total Water Treatment	10,383.39	22,604.80	22,545.84	135,275.00	58.96
Total Expense	64,073.22	134,891.58	148,630.90	871,660.06	(13,739.32)
Net Ordinary Income	52,566.78	75,810.77	66,562.96	278,504.94	9,247.81
Other Income/Expense					
Other Income					
Property Tax Revenue					
8010 · Secured	0.00	0.00	0.00	25,500.00	0.00
8020 · Unsecured	0.00	0.00	0.00	1,900.00	0.00
8025 · Prior Years	0.00	0.00	0.00	10.00	0.00
8030 · Supplemental - Current	0.00	0.00	0.00	250.00	0.00
8035 · Supplemental - Prior Years	0.00	0.00	0.00	50.00	0.00
Total Property Tax Revenue	0.00	0.00	0.00	27,710.00	0.00
8060 · Interest Income	1.24	1.93	750.00	4,500.00	(748.07)
8070 · Other Non-Operating Revenue	1,224.23	11,496.38	166.66	1,500.00	11,329.72
9030 · Homeowners' Tax Relief	0.00	0.00	0.00	310.00	0.00
Total Other Income	1,225.47	11,498.31	916.66	34,020.00	10,581.65
Other Expense					
9010 · Other Expenses	35.00	1,983.00	666.68	4,000.00	1,316.32
9040 · Depreciation	35,039.16	70,078.32	65,000.00	390,000.00	5,078.32
9050 · Interest Expense	177.54	1,866.44	1,870.00	3,270.00	(3.56)
Total Other Expense	35,251.70	73,927.76	67,536.68	397,270.00	6,391.08
Net Other Income	(34,026.23)	(62,429.45)	(66,620.02)	(363,250.00)	4,190.57
Net Income	18,540.55	13,381.32	(57.06)	(84,745.06)	13,438.38

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
August 2021

Date	Num	Memo	Amount
101 Netlink			
08/26/2021	11161		-250.00
Total 101 Netlink			-250.00
Amazon.com			
08/10/2021	DBT		-66.88
08/20/2021	DBT		-91.53
08/23/2021	DBT		-399.62
08/23/2021	DBT		-893.16
Total Amazon.com			-1,451.19
Amillias			
08/11/2021			-66.91
Total Amillias			-66.91
Blue Star Gas			
08/23/2021	11155		-11.00
Total Blue Star Gas			-11.00
Capital Bank & Trust			
08/04/2021	EFT	557880519	-981.25
08/04/2021	EFT	025158148	-412.95
08/19/2021	EFT	557880519	-908.36
08/19/2021	EFT	025158148	-377.16
Total Capital Bank & Trust			-2,679.72
Clear Rate Communications			
08/24/2021	11157		-434.28
Total Clear Rate Communications			-434.28
Coastal Business Systems			
08/16/2021	11141		-2,085.00
Total Coastal Business Systems			-2,085.00
Dazey's Building Center			
08/26/2021	11165		-89.30
Total Dazey's Building Center			-89.30
EDD			
08/04/2021	EFT	499-0538-3	-1,022.97
08/04/2021	EFT	499-0538-3	-22.73
08/19/2021	EFT	499-0538-3	-900.79
08/19/2021	EFT	499-0538-3	-14.90
Total EDD			-1,961.39
Fluentstream Tech			
08/17/2021	11142		-233.32
Total Fluentstream Tech			-233.32
Frontier Communications			
08/03/2021	11127		-115.65
Total Frontier Communications			-115.65
HACH COMPANY			
08/17/2021	11144		-3,952.00
Total HACH COMPANY			-3,952.00
HughesNet			
08/13/2021	DBT		-104.29

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
August 2021

Date	Num	Memo	Amount
Total HughesNet			-104.29
IRS			
08/04/2021	EFT	68-0296323	-4,175.98
08/19/2021	EFT	68-0296323	-3,752.58
Total IRS			-7,928.56
Jennie Short			
08/23/2021	11156		-8,952.50
Total Jennie Short			-8,952.50
Just Rent It, LLC			
08/19/2021	11152		-322.17
Total Just Rent It, LLC			-322.17
Lori Ruiz			
08/24/2021	11158		-200.00
Total Lori Ruiz			-200.00
MILT'S SAW SHOP			
08/19/2021	11153		-58.08
Total MILT'S SAW SHOP			-58.08
NAPA			
08/12/2021	11137		-477.58
Total NAPA			-477.58
North Coast Laboratories Ltd.			
08/17/2021	11143		-185.00
Total North Coast Laboratories Ltd.			-185.00
PACE Supply			
08/12/2021	11138		-308.96
Total PACE Supply			-308.96
PG&E			
08/16/2021	11139		-7,321.53
Total PG&E			-7,321.53
Pitney Bowes Purchase Power			
08/26/2021	11162		-113.44
Total Pitney Bowes Purchase Power			-113.44
Ralph Emerson			
08/24/2021	11159		-50.00
Total Ralph Emerson			-50.00
Recology Humboldt County			
08/11/2021	11135		-24.00
08/16/2021	11140		-14.48
Total Recology Humboldt County			-38.48
Redway Tire Service Inc			
08/26/2021	11163		-851.39
Total Redway Tire Service Inc			-851.39
Redwood Merchant Services			
08/05/2021	11292		-134.93
08/31/2021			-248.28

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
August 2021

Date	Num	Memo	Amount
Total Redwood Merchant Services			-383.21
RENNER			
08/10/2021	DBT		-1,353.80
Total RENNER			-1,353.80
Rural Community Assistance Prog - Backhoe			
08/01/2021	DBT		-1,798.25
Total Rural Community Assistance Prog - Backhoe			-1,798.25
SDRMA			
08/09/2021	11133		-3,440.20
08/17/2021	11145		-3,440.20
08/31/2021	11166		-338.36
Total SDRMA			-7,218.76
Streamline Inc			
08/26/2021	11164		-100.00
Total Streamline Inc			-100.00
The Mitchell Law Firm, LLP			
08/31/2021	11146		-3,487.50
Total The Mitchell Law Firm, LLP			-3,487.50
Umpqua Bank			
08/20/2021	11291		-136.73
Total Umpqua Bank			-136.73
US Cellular			
08/05/2021	11134		-219.56
Total US Cellular			-219.56
USA			
08/23/2021	11154		-150.00
Total USA			-150.00
USABLUBOOK			
08/31/2021	11167		-691.55
Total USABLUBOOK			-691.55
Wyatt & Whitchurch, E.A. Inc.			
08/11/2021	11136		-625.00
Total Wyatt & Whitchurch, E.A. Inc.			-625.00
WYCKOFF'S Inc			
08/26/2021	11160		-339.01
Total WYCKOFF'S Inc			-339.01
Arreguin, Daniel J			
08/04/2021	11128		-3,511.24
08/19/2021	11147		-3,054.60
Total Arreguin, Daniel J			-6,565.84
Emerson, Ralph K			
08/04/2021	11129		-2,899.77
08/19/2021	11148		-2,899.76
Total Emerson, Ralph K			-5,799.53
Miller, Brian A			
08/04/2021	11130		-2,575.48

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
August 2021

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
08/19/2021	11149		-2,303.18
Total Miller, Brian A			-4,878.66
Nieto, Mary			
08/04/2021	11131		-1,563.75
08/19/2021	11150		-1,513.28
Total Nieto, Mary			-3,077.03
Ruiz, Ricardo			
08/04/2021	11132		-422.93
08/19/2021	11151		-277.12
Total Ruiz, Ricardo			-700.05
TOTAL			-77,766.22

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
July 2021

**PRELIMINARY PENDING
COMPLETION OF AUDIT**

	Current Month July 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
Ordinary Income/Expense					
Income					
Water Charges					
4100 · Residential	29,143.25	29,143.25	36,278.00	374,000.00	(7,134.75)
4110 · Commercial	25,426.50	25,426.50	27,257.00	281,000.00	(1,830.50)
Total Water Charges	54,569.75	54,569.75	63,535.00	655,000.00	(8,965.25)
4200 · Sewer Charges	37,962.60	37,962.60	44,927.00	463,165.00	(6,964.40)
4300 · Connection Fees	0.00	0.00	0.00	24,000.00	0.00
4650 · Late Charges	1,530.00	1,530.00	166.67	4,000.00	1,363.33
4700 · Other Operating Revenue	0.00	0.00	0.00	4,000.00	0.00
Total Income	94,062.35	94,062.35	108,628.67	1,150,165.00	(14,566.32)
Expense					
Administrative and General					
5025 · Discount Program	140.00	140.00	300.00	3,600.00	(160.00)
5000 · Advertising	0.00	0.00	150.00	300.00	(150.00)
5005 · Bad Debts	205.50	205.50	0.00	7,500.00	205.50
5010 · Bank Charges					
5012 · Merchant Account Fees	333.94	333.94	275.00	3,300.00	58.94
5010 · Bank Charges - Other	136.73	136.73	166.66	2,000.00	(29.93)
Total 5010 · Bank Charges	470.67	470.67	441.66	5,300.00	29.01
5020 · Directors Fees	0.00	0.00	500.00	2,000.00	(500.00)
5030 · Dues and Memberships	342.00	342.00	375.00	4,500.00	(33.00)
5035 · Education and Training	0.00	0.00	250.00	3,000.00	(250.00)
5036 · Education and Training - B.O.D.	0.00	0.00	25.00	300.00	(25.00)
Insurance					
5040 · Liability	3,998.64	3,998.64	4,000.00	48,000.00	(1.36)
5050 · Workers' Comp	970.21	970.21	888.76	10,665.06	81.45
5055 · Health					
5055.1 · Employee Portion	(746.24)	(746.24)	(770.84)	(9,250.00)	24.60
5055 · Health - Other	3,778.56	3,778.56	1,952.08	23,425.00	1,826.48
Total 5055 · Health	3,032.32	3,032.32	1,181.24	14,175.00	1,851.08
Total Insurance	8,001.17	8,001.17	6,070.00	72,840.06	1,931.17
5060 · Licenses, Permits, and Fees	2,005.27	2,005.27	3,750.00	25,600.00	(1,744.73)
5065 · Auto	0.00	0.00	1,000.00	2,500.00	(1,000.00)
5070 · Miscellaneous	0.00	0.00	100.00	100.00	(100.00)
5080 · Office Expense	2,475.43	2,475.43	666.66	8,000.00	1,808.77
5085 · Outside Services	497.43	497.43	966.66	11,600.00	(469.23)
5090 · Payroll Taxes	2,365.78	2,365.78	2,708.33	32,500.00	(342.55)
5100 · Postage	80.81	80.81	289.66	3,500.00	(208.85)
5110 · Professional Fees	5,062.50	5,062.50	6,666.66	80,000.00	(1,604.16)
5120 · Property Taxes	0.00	0.00	50.00	50.00	(50.00)
5125 · Repairs and Maintenance	1,198.60	1,198.60	250.00	500.00	948.60
5130 · Rents	835.00	835.00	835.00	10,020.00	0.00
5135 · Retirement	769.26	769.26	765.84	9,190.04	3.42
5137 · Supplies	308.96	308.96	100.00	1,200.00	208.96
5140 · Telephone	813.17	813.17	1,041.66	12,500.00	(228.49)
5145 · Tools	452.54	452.54	166.66	2,000.00	285.88
5150 · Travel and Meetings	0.00	0.00	500.00	1,000.00	(500.00)

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
July 2021

PRELIMINARY PENDING
COMPLETION OF AUDIT

	Current Month July 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
5155 · Utilities	269.14	269.14	291.66	3,500.00	(22.52)
5160 · Wages					
5165 · Wages - Overtime	385.50	385.50	358.34	4,300.00	27.16
5160 · Wages - Other	11,678.86	11,678.86	14,912.66	178,952.00	(3,233.80)
Total 5160 · Wages	12,064.36	12,064.36	15,271.00	183,252.00	(3,206.64)
5170 · Vacation Accrual Adjustment	0.00	0.00	0.00	6,000.00	0.00
Total Administrative and General	38,357.59	38,357.59	43,531.45	492,352.10	(5,173.86)
Sewage Collection					
6010 · Fuel	281.67	281.67	333.33	4,000.00	(51.66)
6030 · Repairs and Maintenance	1,207.43	1,207.43	1,250.00	15,000.00	(42.57)
6040 · Supplies	0.00	0.00	166.67	2,000.00	(166.67)
6050 · Utilities	317.44	317.44	375.00	4,500.00	(57.56)
6060 · Wages					
6065 · Wages - Overtime Sewer Collecti	3,648.00	3,648.00	540.00	6,480.00	3,108.00
6060 · Wages - Other	2,145.91	2,145.91	2,687.50	32,250.00	(541.59)
Total 6060 · Wages	5,793.91	5,793.91	3,227.50	38,730.00	2,566.41
Total Sewage Collection	7,600.45	7,600.45	5,352.50	64,230.00	2,247.95
Sewage Treatment					
6075 · Fuel	281.67	281.67	333.33	4,000.00	(51.66)
6080 · Monitoring	0.00	0.00	583.33	7,000.00	(583.33)
6100 · Repairs and Maintenance	6.24	6.24	1,250.00	15,000.00	(1,243.76)
6110 · Supplies	0.00	0.00	500.00	6,000.00	(500.00)
6120 · Utilities	761.96	761.96	833.33	9,999.96	(71.37)
6130 · Wages					
6135 · Wages - Overtime Sewer Treatmen	471.00	471.00	183.33	2,200.00	287.67
6130 · Wages - Other	5,762.12	5,762.12	2,926.67	35,120.00	2,835.45
Total 6130 · Wages	6,233.12	6,233.12	3,110.00	37,320.00	3,123.12
Total Sewage Treatment	7,282.99	7,282.99	6,609.99	79,319.96	673.00
Water Trans and Distribution					
7075 · Fuel	281.67	281.67	333.33	4,000.00	(51.66)
7090 · Repairs and Maintenance	398.78	398.78	2,500.00	30,000.00	(2,101.22)
7100 · Supplies	0.00	0.00	416.67	5,000.00	(416.67)
7110 · Utilities	982.98	982.98	916.67	11,000.00	66.31
7120 · Wages					
7125 · Wages - Overtime Water Trans &	273.00	273.00	666.67	8,000.00	(393.67)
7120 · Wages - Other	3,419.49	3,419.49	3,540.25	42,483.00	(120.76)
Total 7120 · Wages	3,692.49	3,692.49	4,206.92	50,483.00	(514.43)
Total Water Trans and Distribution	5,355.92	5,355.92	8,373.59	100,483.00	(3,017.67)
Water Treatment					
7020 · Fuel	281.68	281.68	333.33	4,000.00	(51.65)
7010 · Monitoring	4,137.00	4,137.00	375.00	4,500.00	3,762.00
7030 · Repairs and Maintenance	0.00	0.00	1,208.33	14,500.00	(1,208.33)
7040 · Supplies	80.00	80.00	1,000.00	12,000.00	(920.00)
7050 · Utilities	4,971.11	4,971.11	4,166.67	50,000.00	804.44
7060 · Wages					
7065 · Wages - Overtime Water Treatmen	0.00	0.00	666.67	8,000.00	(666.67)
7060 · Wages - Other	2,751.62	2,751.62	3,522.92	42,275.00	(771.30)
Total 7060 · Wages	2,751.62	2,751.62	4,189.59	50,275.00	(1,437.97)

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
July 2021

**PRELIMINARY PENDING
COMPLETION OF AUDIT**

	Current Month July 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
Total Water Treatment	12,221.41	12,221.41	11,272.92	135,275.00	948.49
Total Expense	70,818.36	70,818.36	75,140.45	871,660.06	(4,322.09)
Net Ordinary Income	23,243.99	23,243.99	33,488.22	278,504.94	(10,244.23)
Other Income/Expense					
Other Income					
Property Tax Revenue					
8010 · Secured	0.00	0.00	0.00	25,500.00	0.00
8020 · Unsecured	0.00	0.00	0.00	1,900.00	0.00
8025 · Prior Years	0.00	0.00	0.00	10.00	0.00
8030 · Supplemental - Current	0.00	0.00	0.00	250.00	0.00
8035 · Supplemental - Prior Years	0.00	0.00	0.00	50.00	0.00
Total Property Tax Revenue	0.00	0.00	0.00	27,710.00	0.00
8060 · Interest Income	0.69	0.69	375.00	4,500.00	(374.31)
8070 · Other Non-Operating Revenue	10,272.15	10,272.15	83.33	1,500.00	10,188.82
9030 · Homeowners' Tax Relief	0.00	0.00	0.00	310.00	0.00
Total Other Income	10,272.84	10,272.84	458.33	34,020.00	9,814.51
Other Expense					
9010 · Other Expenses	1,948.00	1,948.00	333.34	4,000.00	1,614.66
9040 · Depreciation	35,039.16	35,039.16	32,500.00	390,000.00	2,539.16
9050 · Interest Expense	1,688.90	1,688.90	1,700.00	3,270.00	(11.10)
Total Other Expense	38,676.06	38,676.06	34,533.34	397,270.00	4,142.72
Net Other Income	(28,403.22)	(28,403.22)	(34,075.01)	(363,250.00)	5,671.79
Net Income	(5,159.23)	(5,159.23)	(586.79)	(84,745.06)	(4,572.44)

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
 July 2021

Date	Num	Memo	Amount
101 Netlink			
07/19/2021	11105		-254.66
Total 101 Netlink			-254.66
Blue Star Gas			
07/28/2021	11123		-11.00
Total Blue Star Gas			-11.00
Capital Bank & Trust			
07/01/2021	EFT	025158148	-383.22
07/01/2021	EFT	557880519	-918.28
07/20/2021	EFT	557880519	-942.44
07/20/2021	EFT	025158148	-386.04
Total Capital Bank & Trust			-2,629.98
Clear Rate Communications			
07/28/2021	11124		-311.30
Total Clear Rate Communications			-311.30
CWEA			
07/19/2021	11101		-192.00
Total CWEA			-192.00
Dazey's Building Center			
07/21/2021	11115		-457.77
Total Dazey's Building Center			-457.77
Donna King			
07/21/2021	11114		-1,164.34
Total Donna King			-1,164.34
EDD			
07/01/2021	EFT	499-0538-3	-923.31
07/01/2021	EFT	499-0538-3	-19.60
07/20/2021	EFT	499-0538-3	-10.20
07/20/2021	EFT	499-0538-3	-947.77
07/27/2021	E-pay	499-0538-3 QB Tracking # -572154338	-3.06
Total EDD			-1,903.94
Fluentstream Tech			
07/19/2021	11104		-116.69
Total Fluentstream Tech			-116.69
Frontier Communications			
07/07/2021	11094		-303.95
Total Frontier Communications			-303.95
Glacier Water Vending			
07/02/2021			-2.10
07/02/2021			-2.10
Total Glacier Water Vending			-4.20
HughesNet			
07/13/2021	DBT		-104.29
Total HughesNet			-104.29
Humboldt County Assessor			
07/26/2021	11122		-51.35
Total Humboldt County Assessor			-51.35

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
 July 2021

Date	Num	Memo	Amount
IRS			
07/01/2021	EFT	68-0296323	-3,874.82
07/20/2021	EFT	68-0296323	-3,920.14
Total IRS			-7,794.96
MCS Meters			
07/26/2021	11120		-210.74
Total MCS Meters			-210.74
NAPA			
07/19/2021	11103		-264.32
Total NAPA			-264.32
North Coast Laboratories Ltd.			
07/07/2021	11095		-275.00
Total North Coast Laboratories Ltd.			-275.00
PACE Supply			
07/26/2021	11121		-99.80
Total PACE Supply			-99.80
PG&E			
07/14/2021	11099		-6,854.49
Total PG&E			-6,854.49
Pitney Bowes Purchase Power			
07/26/2021	11117		-80.81
Total Pitney Bowes Purchase Power			-80.81
Ralph Emerson			
07/26/2021	11118		-50.00
Total Ralph Emerson			-50.00
Recology Humboldt County			
07/19/2021	11102		-12.00
Total Recology Humboldt County			-12.00
Redway Feed & Supply			
07/26/2021	11119		-45.98
Total Redway Feed & Supply			-45.98
Redwood Merchant Services			
07/05/2021	11289		-138.76
07/31/2021			-199.01
Total Redwood Merchant Services			-337.77
RENNER			
07/10/2021	DBT		-1,126.69
Total RENNER			-1,126.69
Rural Community Assistance Prog - Backhoe			
07/07/2021	DBT		-1,798.25
Total Rural Community Assistance Prog - Backhoe			-1,798.25
SDRMA			
07/01/2021	11077		-10,662.89
07/01/2021	11078		-47,983.67
07/14/2021	11097		-3,440.20
07/20/2021	11111		-16.46

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
 July 2021

Date	Num	Memo	Amount
07/28/2021	11125		-338.36
Total SDRMA			-62,441.58
Sentry III Center			
07/01/2021	11092		-835.00
07/28/2021	11126		-835.00
Total Sentry III Center			-1,670.00
Streamline Inc			
07/20/2021	11112		-100.00
Total Streamline Inc			-100.00
SWRCB-SRF Program			
07/15/2021	11100		-26,089.91
Total SWRCB-SRF Program			-26,089.91
The Mitchell Law Firm, LLP			
07/26/2021	11116		-1,789.50
Total The Mitchell Law Firm, LLP			-1,789.50
Umpqua Bank			
07/20/2021	11290		-147.91
Total Umpqua Bank			-147.91
US Cellular			
07/06/2021	11093		-214.71
Total US Cellular			-214.71
Van Meter Construction			
07/14/2021	11098		-4,110.00
Total Van Meter Construction			-4,110.00
Vistaprint			
07/16/2021	DBT		-221.67
Total Vistaprint			-221.67
Wyatt & Whitchurch, E.A. Inc.			
07/13/2021	11096		-450.00
Total Wyatt & Whitchurch, E.A. Inc.			-450.00
WYCKOFF'S Inc			
07/21/2021	11113		-483.24
Total WYCKOFF'S Inc			-483.24
Arreguin, Daniel J			
07/01/2021	11087		-3,402.65
07/20/2021	11106		-3,009.27
Total Arreguin, Daniel J			-6,411.92
Emerson, Ralph K			
07/01/2021	11088		-2,727.47
07/20/2021	11107		-2,899.76
Total Emerson, Ralph K			-5,627.23
Miller, Brian A			
07/01/2021	11089		-2,275.77
07/20/2021	11108		-2,489.19
Total Miller, Brian A			-4,764.96

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
July 2021

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
Nieto, Mary			
07/01/2021	11090		-1,609.89
07/20/2021	11109		-1,630.30
Total Nieto, Mary			-3,240.19
Ruiz, Ricardo			
07/01/2021	11091		-364.60
07/20/2021	11110		-189.58
Total Ruiz, Ricardo			-554.18
TOTAL			-144,773.28

**GARBERVILLE SANITARY DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES**

Date of Meeting: November 16, 2021

5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

Doug called the meeting to order at 5:01 p.m.

II. ESTABLISHMENT OF QUORUM

Rio Anderson -Present

Doug Bryan -Present

Julie Lyon -by phone

Dan Thomas -Present

III. APPROVAL OF AGENDA

Motion: Rio Anderson

Second: Dan Thomas

Vote: 4-0

IV. THE BOARD WILL ENTER CLOSED SESSION AT END OF MEETING IF NEEDED

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

**VII. ANNOUNCEMENTS AND COMMUNICATIONS
REPORTS AND PRESENTATIONS**

Operations Staff- 0

Office Staff- 0

Board Members- 0

Correspondence- 0

General Manager—Ralph Emerson Pg. 4

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials Date NO FINANCIALS

A.2 Approve Date: October 26, 2021 Regular Meeting Minutes - pg. 5-7

A.3 Operations Safety Report- Handout at Meeting *Ladder Safety*

Motion: Dan Thomas

Second: Julie Lyon

Vote: 4-0

B. GENERAL BUSINESS

B.1 Projects and Funding Update

(discussion-possible action)

The Grant application for the small community drought relief program has been submitted. The final price was 5.87 million for replacing the Robertson tank, Hurlbutt tank and Wallan tank as a single project.

The arrearage program payment should be received in a few weeks. Direction was not required from the Board on this item at this time.

B.2 Update on SHCP Request for Water

(discussion- possible action)

Motion:

Second:

Vote:

RECOMMENDED BOARD ACTIONS

1. Provide direction on whether comments should be submitted on behalf of GSD for the Draft Proposed Order prior to the December 1, 2021 deadline.

2. Provide direction on whether altering the methodology for calculating the quarterly payments for SHCP should be altered to allow for the 3-year repayment timeline to begin at the conclusion of the project.

All parties received the Notice of Draft Order. There was a small typo that will be mentioned. The Park must stay within the parameters of what the District has approved.

B.3 Operations Update on Storm Problems and Call-Outs

(discussion-possible action) Dan and Brian

Sunnybank is still causing callouts on a daily basis. The lift station is being manually pumped down 2-3 times a day. The lift station fills up a lot faster when it is raining.

B.4 River Conditions—Historical River Levels

(discussion-possible action)

B.5 Presentation by Mary on CSDA Conference

(Information Only)

Mary attended the annual CSDA secretary’s conference in Anaheim.

B.6 Micro-Hydro Electricity Generator

(discussion—possible action) Update from Staff

B.7 Update on Developer Projects

(discussion-no action) Information at Meeting

C. POLICY REVISION / ADOPTION

C.1 Billing Ordinance- Senior Discount-Sec 9.5

(discussion-possible action) 2nd reading—resolution #21-012

Motion: Dan Thomas

Second: Julie Lyon

Vote: 4-0

The Board approved changing the senior discount amount from \$15 to \$30.

C.2 Water Ordinance-Sec 14.5-Drought Plan -Enforcement

(discussion—action requested) 3rd reading resolution #21-013

A resolution is unnecessary at this time. The District will continue the conversation on planning for Droughts.

IX. CLOSED SESSION

Pursuant to Government Code Section

X. RETURN TO OPEN SESSION

Report of any actions taken in Closed Session

XI. ITEMS FOR NEXT BOARD MEETING

1. Drought planning and ordinance changes
2. Update on SHCP request for water
3. Projects and Funding Update
4. Training for Board Members and Staff (Ethics-Harassment)
- 5.

Next Meeting December 21st

XII. ADJOURNMENT

Doug ended the meeting at 6:51 p.m.

BOARD MEMBER INFORMATION

December 21, 2021

1. Vacancy-----Term Expires (2022)
2. Doug Bryan-----Term Began (2014)-----Term Expires (2022)
3. Dan Thomas-----Appointment by supes 2020----Term Expires (2024)
4. Rio Anderson-----Term Began (2011)----Term Expires (2024)
5. Julie Lyon -----Term Began (2018)----Term Expires (2022)



Garberville Sanitary District
PO Box 211
919 Redwood Dr.
Garberville, CA. 95542
Office(707)923-9566 Fax(707)923-3130

2022
BOARD MEMBER OFFICERS--DUTIES

BOARD CHAIRPERSON:

BOARD VICE CHAIRPERSON:

BOARD SECRETARY:

BOARD TREASURER:

BOARD CLERK:

BUDGET COMMITTEE: BOARD MEMBER _____

RATES: BOARD MEMBER _____

PERSONNEL COMMITTEE: BOARD MEMBER _____

BOARD MEMBER _____

WATER ORDINANCE BOARD MEMBER _____

COMMITTEE: BOARD MEMBER _____

BOARD MEMBER AUTHORIZED SIGNATORIES:

Signatory _____

Signatory _____

Signatory _____

Signatory _____

Signatory _____

Signatory _____

Signatory _____



Garberville Sanitary District
PO Box 211
919 Redwood Dr.
Garberville, CA. 95542

2022
BOARD CALENDAR

JANUARY 25—BOARD MEETING

FEBRUARY 22---BOARD MEETING

MARCH 22---BOARD MEETING

(April 19, 20 or 21) ---STRATEGIC PLANNING MEETING

APRIL 26---BOARD MEETING

April 25--BUDGET MEETING 2022-2023

MAY 24---BOARD MEETING (Memorial Day on 30th)

JUNE 28---BOARD MEETING

JULY 26---BOARD MEETING

AUGUST 23---BOARD MEETING

SEPTEMBER 27---BOARD MEETING

OCTOBER 25---BOARD MEETING

NOVEMBER 15---BOARD MEETING---(Thanksgiving on 24th)

DECEMBER 20---BOARD MEETING---(Christmas on 25th)



GARBERVILLE SANITARY DISTRICT

P.O. BOX 211 • GARBERVILLE, CA 95542 • (707) 923-9566

BOARD OF DIRECTORS MEETING MEMORANDUM

Meeting Date: December 21, 2021
To: Garberville Sanitary District Board of Directors
From: Jennie Short, Consultant Project Manager
Subject: SHCP Water Service Request
SWRCB DWR POU Petition Update

GENERAL OVERVIEW

On November 1, 2021, all parties received the NOTICE OF DRAFT PROPOSED ORDER from the State Water Resources Control Board - Administrative Hearings Office after having held a hearing regarding the pending petitions of Garberville Sanitary District to change water-right License 3404 and Permit 20789 (Applications A009686 and A029981), which authorize diversions of water from the South Fork Eel River in Humboldt County. As directed by the Board during the November 2021 meeting, I submitted the attached comments on behalf of GSD prior to the December 1, 2021 deadline.

The Draft Proposed Order and all comments submitted to the Order can be found on GSD's website.

<https://www.garbervillesd.org/southern-humboldt-community-park-water-service-update>

FINANCIAL CONSIDERATIONS

Financial Amounts as of 09/30/2021

<u>Description</u>	<u>Amount</u>
Total Expenditures	\$ 27,380.73
Credit from GSD Board	- 5,000.00
SHCP Payments made so far	\$ 9,003.56
SHCP Outstanding Balance	\$ 13,377.17
Current Amount Due	\$ 3,344.29

The SHCP made payment in the amount of \$3,344.29 this month. The next statement will be prepared in April 2022.

RECOMMENDED BOARD ACTIONS

No action is recommended.

ATTACHMENTS

GSD comments submitted to SWRCB

**GARBERVILLE SANITARY DISTRICT
COMMENTS ON DRAFT PROPOSED ORDER**

Petition to change water-right License 3404 and Permit 20789
(Applications A009686 and A029981), which authorize diversions of water
from the South Fork Eel River in Humboldt County

Alan B. Lilly, Presiding Hearing Officer

The Garberville Sanitary District (“GSD”) submits the following as comments or additional information to the Draft Proposed Order:

On page 28 of the order in the second paragraph that begins “As discussed in section 2.4,” towards the middle of the paragraph it states, “during 2021 - 2020,” which I believe is meant to read “during 2010-2020” to be consistent with the date range in footnote 18.

The discussion on pages 27 and 28 which contains the response to Garberville SD’s third argument should clearly state that the maximum amount diverted during the development period for the permit was 80 million gallons, not just that GSD’s letter to the SWRCB stated that fact. The SWRCB records clearly show that the Garberville Water Company (GWC) diverted 80 million gallons in 1999 according to the submitted annual report.

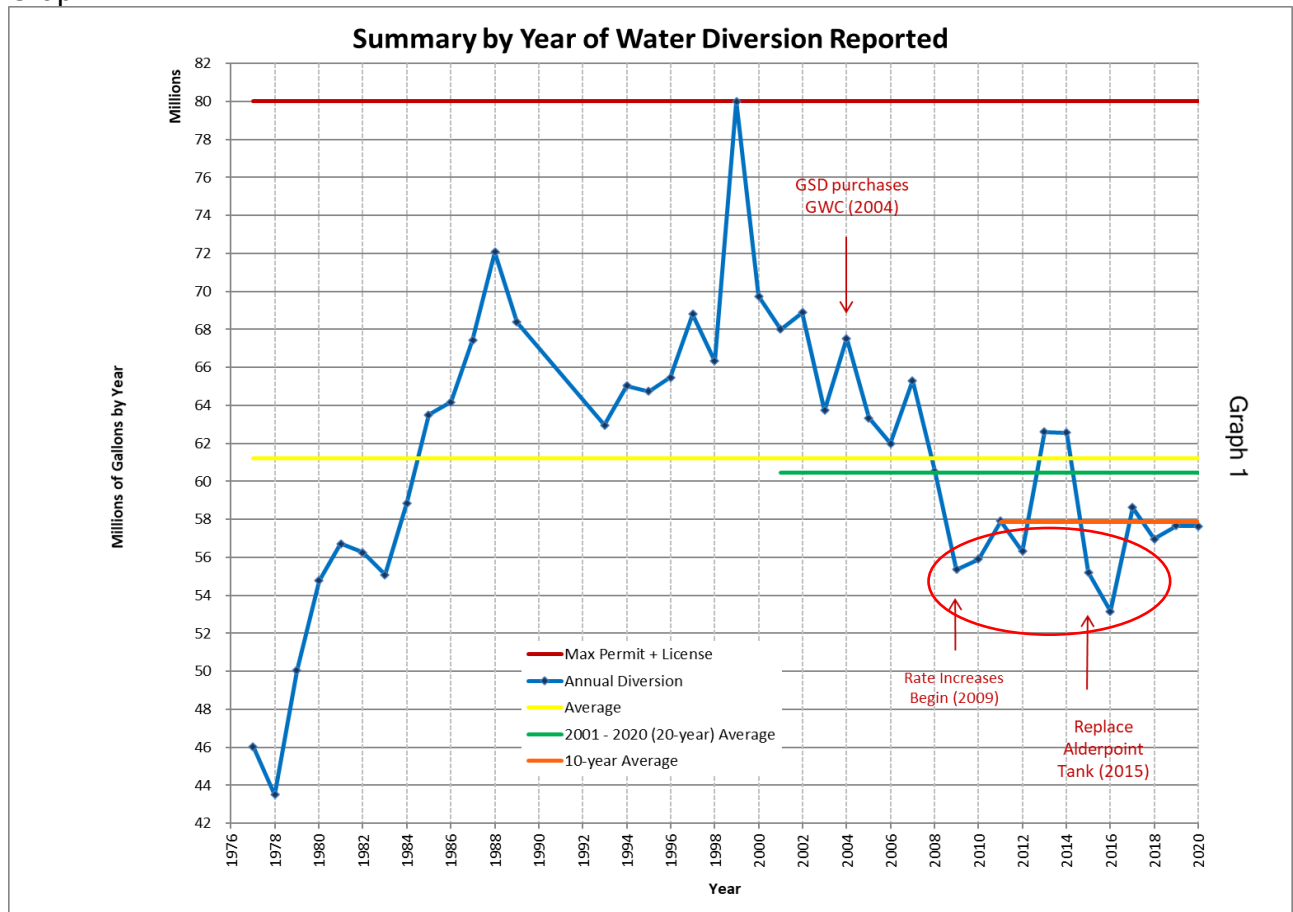
GSD purchased the GWC in 2004, and began investing tens of millions of dollars in infrastructure improvements to lessen the amount of water that was leaking from old pipes, tanks, and the surface water treatment plant. GSD has carefully managed the resource of diversion of up to 80 million gallons of water per year (245.51 af/yr) from the SF Eel River and we continue to operate with the expectation that the projected total diversion will not exceed 245.51 acre feet per year.

That being said, the proposed order cites only diversions over the past 10 years in footnote 18 - which consist of mainly drought years during which GSD had implemented conservation efforts and customer education to enhance their ability to conserve water and therefore divert less from the river than the customers actually needed. Success in conservation efforts should not be used to lessen the amount allowed when a permit is converted to a license. During those arbitrary ten years the AHO selected, the District also adopted two different 5-year long rate increase programs that encouraged residential customers to keep their water use within national averages or pay higher rates for excessive use. From GSD’s rate study, page 13:

“Water useage charges will continue to be tiered, but instead of only two tiers (0-5 units and 6 units and over) there will now be three tiers. “To improve water conservation and drought planning the California legislature and governor passed Senate Bill 606 (Hertzberg) and Assembly Bill 1668 (Friedman) into law in 2018. Collectively, these efforts provide a road map for all Californians to work together to ensure that we will have enough water now and in the future, as described in the Primer of 2018 Legislation of Water Conservation and Drought Planning”. This document is still in the process of being finalized and is not yet available as a final draft, but even though the District is not an urban water supplier, it is proposing three tiers to be more closely in compliance with these upcoming water conservation laws. The first tier will be for essential consumption for indoor residential uses, the second tier for efficient consumption including outdoor residential consumption, and tier 3 for excessive residential consumption.”

As can be seen clearly in the graph below from the 2020 Water Source Capacity Analysis, the overall diversion trends and maximums over the past 43 years is a more accurate metric to cite in the proposed order. Even the difference between the 20-year average (green line) and the 10-year average (orange line) is significant! Choosing to only cite the 10-year average (168.23af/yr) and 10-year maximum (180.19 af) in the order is quite misleading. More than half of the years from 1977 - 2020 have diversion amounts in excess of the 43-year average (yellow line) and ALL BUT A FEW YEARS in the past 35 years have diversions in excess of the 10-year average. Those years in the red ellipse on Graph 1 are the only years that were below that 10-year average.

Graph 1.



The amount of water diverted each year varies significantly with the weather of a given year, the amount of tourism experienced by the community, and maybe most significant is the condition of the infrastructure at that time. When we replaced the Alderpoint Rd Tank, we saw a significant decrease in the amount of water diverted. Over the past year the one-hundred-year-old concrete Robertson Tank has experienced a major crack that is causing more water to leak from that tank. GSD applied for funding as a small severely disadvantaged community to replace the tank, along with two other very old leaking tanks. As we proactively replace old infrastructure to decrease the water lost to leaks, less water is diverted from the river resulting in more water available for use by the customers from the allowable diversion limit.

GSD again requests that SWRCB move forward with converting our permit to a license with a total limit of 245.5 af/year. It has been ten years since we made this same request. Our permit will now have been changed twice in that time period, and yet taking this next step to close out the permit and issue the associated license has not been completed.



GARBERVILLE SANITARY DISTRICT

P.O. BOX 211 • GARBERVILLE, CA 95542 • (707) 923-9566

BOARD OF DIRECTORS MEETING MEMORANDUM

Meeting Date: December 21, 2021
To: Board of Directors
From: Jennie Short, Consultant Project Manager
Subject: Capital Projects Funding Update

GENERAL OVERVIEW

Robertson/Hurlbutt/Wallan Tank Replacement Project

The State Waterboard has filed the attached Notice of Exemption for approval of Drinking Water State Revolving Fund Planning Funding. A Funding Agreement should be forthcoming very soon. The application for the Drought Relief Program is still in the State's que for review.

Meadows Aerial Waterline Reroute Project

No change since last month.

Bear Canyon Aerial Sewerline Project

A Technical Assistance application was submitted for this project. TA Grants are 100% grant funding for small severely disadvantaged communities.

FINANCIAL IMPLICATIONS

I am anticipating that as a small severely disadvantaged small community, we will be eligible for a 90% loan forgiveness (grant) with a 10% loan through the DWSRF Planning program. The loan can be financed for 30 years with a 0% interest rate. If the Tank Replacement Project ends up being funded through the Drought Relief Program, then it will potentially be 100% grant with only ineligible expenses being covered by the District.

RECOMMENDATIONS

No action recommended.

ATTACHMENTS

NOE for Tank Replacement Project

Technical Assistance Application-Bear Canyon Aerial Sewerline Project

NOTICE OF EXEMPTION

TO:

Governor's Office of Planning and Research
State Clearinghouse
1400 Tenth Street, Room 113
Sacramento, CA 95812

FROM:

State Water Resources Control Board
Division of Financial Assistance
1001 I Street, 16th Floor
Sacramento, CA 95814

STATE CLEARINGHOUSE NUMBER: 2020060595

PROJECT NUMBER: 1210008-008P

PROJECT TITLE: Wallan and Robertson Tank Replacement Project (Project)

(Wallan Road and Robertson Tank Replacement Project-Planning Phase)

PROJECT LOCATION: Wallan Road Storage Tank to the north of Wallan Road and west of Pidgeon Road, Robertson Storage Tank to the northwest of Alderpoint Road and east of Arthur Road, and Hurlbutt Storage Tank to the south of Melville Road, Garberville, California.

PROJECT DESCRIPTION: The State Water Resources Control Board (State Water Board) is a Responsible Agency for the Project. The State Water Board's Drinking Water State Revolving Fund (SRF) Program is financing the Project. The Project includes the planning phase for the replacement of the existing Wallan redwood water storage tank and the existing Robertson and Hurlbutt concrete water storage tanks. Various geotechnical borings may need to be completed during the planning and design phase.

PUBLIC AGENCY APPROVING PROJECT AND CARRYING OUT PROJECT: The State Water Board has approved SRF financing for the Project described above on December 10, 2021 and determined that the Project is exempt from the California Environmental Quality Act. The Garberville Sanitary District will be carrying out the Project.

CATEGORICAL EXEMPTION STATUS:

Class 6: Information Collection

(California Code of Regulations, title 14, division 6, chapter 3, article 19, section 15306)

REASON WHY PROJECT IS EXEMPT: The Project has been determined to meet the requirements of the exemption selected above and will not have a significant impact on

water quality. The Project qualifies for exemption because it consists of basic data collection, research, experimental management and resource evaluation activities.

LEAD AGENCY: Garberville Sanitary District

LEAD AGENCY CONTACT PERSON: Jennie Short

PHONE NUMBER: (707)-223-4567

A record of financing approval for the Project is available to the general public at the State Water Board, Division of Financial Assistance at 1001 I Street, 16th Floor, Sacramento, CA 95814. Pursuant to the California Department of Fish and Wildlife (CDFW) Code, Section 711.4(d)(1), the CDFW environmental review filing fees do not apply to exempt projects.

Signature: *Bridget Binning* Date: 12/13/2021

Name: Bridget Binning

Title: Senior Environmental Scientist Phone: (916)-449-5641

REQUEST FOR TECHNICAL ASSISTANCE

Instructions: If an item is not relevant or unknown, enter "N/A" or "unknown."

Please e-mail the completed form to: DFA-TArequest@waterboards.ca.gov

Date of Submittal: December 15, 2021

A. Community, System, or School Name: Garberville Sanitary District

Public Water System ID No. (if applicable): 1210008 County: Humboldt

Number of Service Connections: 380 Service Area Population: 913

Type of Organization: Municipal entity Private entity (Select one: nonprofit; for profit)

Tribe School/School district/Local education agency Other:

Estimated Median Household Income (MHI): \$ 28,265 (Source: US Census Bureau)

Estimated percentage of second or vacant homes: 2 %

B. Type of TA Need: Drinking Water Wastewater Storm Water Groundwater

C. Problem: Briefly summarize the problem or the TA needs.

The Garberville Sanitary District is a small severely disadvantaged community. We have a 4" ductile iron aerial sewerline traverses through an environmentally sensitive area of Bear Gulch, which directly drains into the South Fork Eel River, designated as a Wild and Scenic River and also home to threatened and endangered aquatic species. This line was constructed in the 1970s as part of the Meadows Subdivision improvements and services approximately forty residences. This sewerline is pressurized from the Linda Lane pump station. Should a sewage discharge into Bear Gulch occur due to emergency catastrophic failure of this aging sewerline, the resultant spill would enter the SF Eel River immediately upstream from the community of Redway's surface water intake for their drinking water system. As can be clearly seen in the attached photos, significant erosion and movement of the steep slope at the easterly deadman for the aerial structure is occurring and threatens the integrity of the line. GSD has performed and contracted for several repairs of the line at this deadman. You can see in the photos the efforts that have been made to add additional cable supports between the deadman anchor and the sewerline and the placement of a new mechanical joint at the transition from the line in the ground to the aerial portion of the line. These are only temporary repairs.

D. Request: Briefly describe the assistance being requested.

GSD needs assistance in evaluating the problem and analysis of potential remedies. This effort will require engineering, environmental review, geotechnical evaluation and likely surveying for topography and right of way in the surrounding roadways to determine if an alternative route can be created withing the road system. Ultimately GSD will need the consulting team to prepare an application for Construction Funding through a program such as Prop 1 or CWSRF.

Is the regulatory agency (DDW, LPA, Regional Water Board, etc.) supportive of this project?

Yes, name of contact person/agency: Rachel Prat, Regional Water Board (01/22/21) No

Is this request associated with a compliance order?

Yes, Compliance Order No.: (attach a copy if available) No

E. Contact Information: Please provide a contact for correspondence regarding this request.

Jennie Short
Name

P.O. BOX 211
Mailing Address

707-223-4567
Phone Number

GSD Capital Projects Manager
Title/Organization

GARBERVILLE/CA 95525
City/State Zip Code

jshort@garbervillesd.org
E-mail Address

TA Request Form, updated 11/25/2019

Photo 1. Easterly Deadman from side



Photo 2. Aerial Sewerline from East Deadman



Photo 3. Easterly Deadman from Top



Photo 4. Aerial Sewerline in Gulch



Photo 5. Westerly End of Aerial Sewerline



Photo 6. Aerial Sewerline in Gulch from Westerly End





GARBERVILLE SANITARY DISTRICT

P.O. BOX 211 • GARBERVILLE, CA 95542 • (707) 923-9566

NOTICE OF EXEMPTION

TO: Humboldt County Clerk
825 5th Street, 5th Floor
Eureka, CA 95501

Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

PROJECT TITLE: **Bear Canyon Aerial Sewerline Project - Planning Phase**

PROJECT LOCATION: CITY: GARBERVILLE COUNTY: HUMBOLDT
Pressurized Sewer Transmission Line over Bear Canyon between Christopher Lane and Meredith Drive. APNs: 223-183-005 thru 008 and 223-191-021 thru 022.
Lat 40.10418 Long -123.781

DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES OF PROJECT:
The project consists of the planning phase for a project to reconstruct or reroute the existing aerial sewerline over Bear Canyon between Christopher Lane and Meredith Drive.
The beneficiaries are the community of Garberville.

NAME OF PUBLIC AGENCY APPROVING PROJECT: Garberville Sanitary District

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT: Garberville Sanitary District

Exempt Status:


<input type="checkbox"/>	Ministerial (Sec. 21080(b)(1); 15268);
<input type="checkbox"/>	Declared Emergency (Sec. 21080(b)(3); 15269(a));
<input type="checkbox"/>	Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
<input checked="" type="checkbox"/>	Categorical Exemption. Class 6, Information Collection (CCR, title 14, Article 19, Section 15306)
<input checked="" type="checkbox"/>	Statutory Exemption. Feasibility and Planning Studies (CCR, Title 14, Article 18, Section 15262)

Reason why this project is exempt:
The work in the planning stage will be for feasibility and planning studies and may include geotechnical borings that are categorically exempt under Class 6.

Lead Agency Contact Person: Jennie Short Phone Number: (707)223-4567

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature:  Date: 7/20/2009 Title: Chair of the Board
Linda Brodersen



GARBERVILLE SANITARY DISTRICT

P.O. BOX 211 • GARBERVILLE, CA 95542 • (707) 923-9566

BOARD OF DIRECTORS MEETING MEMORANDUM

Meeting Date: December 21, 2021
To: Board of Directors
From: Jennie Short, Consultant Project Manager
Subject: California Water and Wastewater Arrearage Payment Program

GENERAL OVERVIEW

The District received a check in the amount of \$14,851.37 which will be applied to the various customer accounts' past due balances this month.

Description	Amount
Residential Arrearages for 15 customers total	\$10,592.50
Commercial Arrearages for 5 customers total	3,826.31
Total Water Arrearages requested for payment	14,418.81
Administration Fee	432.56
Total Funding Requested	\$ 14,851.37

It is anticipated at this point that the total paid out for the water portion of this program will be less than \$500 million, so the Program will likely have remaining funds available from the approximately \$1 billion, and the program will extend to wastewater residential and commercial arrearages starting February 2022. The amount of wastewater arrearages is anticipated to be less than the water arrearages.

FINANCIAL IMPLICATIONS

Most of the past due water balances for these 20 customers will be paid off. Any past due balances older than March 2020 or more recent than June 2021 are still due and payable.

RECOMMENDATIONS

None.

Demand Response Program Proposal
November 24th, 2021

Mary, Enersponse is pleased to present you with the following

proposal: Demand Response Program:

The Enersponse program operates year-round, with the likelihood of events being highest in the summer months. Events may occur on any weekday (excluding holidays) between the hours of 4 pm and 9 pm. Event notifications are dispatched via text and email 24 hours prior, and participation is 100% voluntary. No more than 1 event can be called in a 24- hour period, and no more than 5 events in a month. Enersponse provides customers with a wide range of payment performance, allowing customers to be paid for delivering as little as **50%** of their monthly enrolled load, and up to **125%**. This allows our customers to enroll a broader range of accounts, giving them more flexibility, and the opportunity to earn the maximum revenue possible.

Program Flexibility:

1. Enersponse has a 1 kW size requirement for sites to participate, so no sites are too small to enroll.
2. With Enersponse there are no long-term contracts, as you may cancel the agreement at any time with a 90-day written notice.
3. Nominations can be adjusted monthly, including adding and removing sites from month-to-month.

Costs, Fees, Penalties:

1. There are no costs, fees, or potential penalties of any kind.
2. Enersponse utilizes GreenButton Data to pull smart meter data from PGE, allowing Enersponse to monitor site performance without needing to install expensive metering equipment.

Primary Capacity:

250kW of Demand Response Capacity

Payments:

\$10,000 Per Year in Capacity Payments, Plus Energy Payments for event hours

- Capacity Payment: \$40 per kW/Year
- Energy Payment: additional 10 Cents per kWh reduced during Demand Response Events
- Emergency Load Payment: additional 75 cents per kWh reduced during ELRP Events (Gen Program)

Revenue Summary													
Utility	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
DR kW	250	250	250	250	250	250	250	250	250	250	250	250	250
Payment	\$200	\$200	\$200	\$400	\$600	\$1,200	\$1,600	\$2,000	\$2,000	\$1,200	\$200	\$200	\$10,000

Additional Incentives:

AutoDR Incentives are available to automate your Demand Response measures via your energy management system. By installing an PGE-communicating device that receives a signal from PGE when Demand Response events are called, you would be eligible for rebates. By enabling this function, your sites would qualify for \$200 per kW of DR, up to 75% of project costs, to pay for programming, equipment, and the work hours to implement the controls to automate your DR participation.

The total incentives available are based on your total DR kW, which could be up to **250kW**, which could be up to **\$50,000** in equipment rebates. Enersponse would process and reserve these rebates at no charge.

AJ Marquez
(831) 227-0792
amarquez@enersponse.com



IMPORTANT INFORMATION FOR CUSTOMERS – BE SURE TO READ FIRST
THIS IS A LEGALLY BINDING CONTRACT – READ IT CAREFULLY

Pacific Gas and Electric Company's (PG&E's) Electric Rule 27 and its corresponding privacy policies, which can be found at www.pge.com/about/company/privacy/customer, generally do not allow for the disclosure of customers' personal information, such as your name, address, phone number, or electric account and billing information, to third parties unless you expressly authorize us to do so.

This form also grants the DRP(s) the ability to request that PG&E make limited changes to the PG&E electric meter(s) serving your Service Agreement(s), as specified in Section C below.

I, (Customer),

Customer Name According To PG&E Records: Gaberville Sanitary District
Contact Name (if different from above): First: Mary, Last: Nieto
E-Mail: m.nieto@garbervillesd.org, Phone: (707) 923-9566

(You are required to provide at least your e-mail or phone number.)

do hereby (check only one) [X] AUTHORIZE (sign Section D) [] REVOKE (sign Section H) the following DRP(s):

Table with 4 columns: Name of Primary DRP, PG&E Rule 24 ID, E-Mail, Phone

(Complete the following table only if you are authorizing data to be released to a collaborating DRP)

Table with 4 columns: Name of Secondary DRP, PG&E Rule 24 ID, E-Mail, Phone

Access to the following electric Service Agreements:

Table with 3 columns: SERVICE STREET ADDRESS, SERVICE CITY, SERVICE AGREEMENT ID

(You can include an additional 15 service agreements by attaching a list to this form.)

† Information collected on this form is used in accordance with PG&E's Privacy Policy.

The Privacy Policy is available at pge.com/privacy.

*Automated Document, Preliminary Statement, Part A

FOR AUTHORIZATION USE ONLY

A. TIMEFRAME OF AUTHORIZATION (Check only one option below.)

- Begin today and continue until _____ (mm/dd/yyyy) or until revoked by Customer or DRP.
 Begin today and continue indefinitely or until revoked by Customer or DRP.

In all cases, the Authorization for a Service Agreement will be automatically revoked when the Service Agreement is closed by the Customer.

B. SUMMARY OF INFORMATION AUTHORIZED TO BE RELEASED

I, (Customer), authorize PG&E to disclose to the above DRP(s) for the Service Agreement(s) listed above or attached to this form: 1) customer information (e.g., name, service address, rate schedule), 2) access up to 48 months historical and ongoing interval meter data and/or monthly usage data, 3) current PG&E demand response programs in which you are known to participate, and 4) other information identified in Section D of Rule 24.

C. CHANGES YOU AUTHORIZE THE DRP(S) TO MAKE ON YOUR BEHALF

I, (Customer), grant the above DRP(s) permission to request that PG&E shorten the interval length of my electric meter(s), as available by PG&E, for the Service Agreement(s) listed above or attached to this form, when the DRP has successfully registered my Service Agreement with the CAISO, if PG&E is the Meter Service Provider.

I, (Customer), grant the above DRP(s) permission to revoke this authorization on my behalf at any time and a revocation submitted by any one party shall revoke this Authorization for all of the other parties to this authorization.

D. CUSTOMER AGREEMENT

I, (Customer), authorize the actions and changes to be made (or undertaken) by PG&E as specified in this authorization. I further understand that my information may be transmitted to the DRP(s) even after the Authorization has ended, limited to updates to the data for the time period during which this Authorization was valid.

I, (Customer), acknowledge and agree that if I am on Peak Day Pricing (PDP), then I will be scheduled to be unenrolled from PDP when my Service Agreement has been successfully registered in the CAISO's Relevant System by one of the above DRP(s). I agree to bear any resulting financial consequences, including without limitation, loss of bill protection, incentive payments, and reimbursements to PG&E of incentives, related to my participation in PDP, other PG&E DR programs, or DR enabling technology.

I, (If not Customer of Record), declare that I am authorized to execute this Authorization manually or electronically on behalf of the Customer of Record listed at the top of this form and that I have authority to financially bind the Customer of Record.

I understand PG&E reserves the right to verify any authorization request submitted before releasing information or taking any action on my behalf. I hereby release, hold harmless, and indemnify PG&E from any liability, claims, demands, and causes of action, damages, or expenses resulting from: (1) any release of information to the DRP(s) pursuant to this Authorization; (2) the unauthorized use of this information by the DRP(s) or any other third party; and (3) any actions taken by the DRP(s) pursuant to this Authorization. I understand that I may revoke this Authorization at any time by submitting a newly completed copy of this form with the revoke check box selected. I hereby indicate my consent to execute and submit this authorization electronically.

Authorized Signature of Customer or Agent

Date Signed (mm/dd/yyyy)

E. PRIMARY DRP'S AGREEMENT REGARDING CUSTOMER RELEASE AUTHORIZATION

I, (Primary DRP), hereby agree to comply with this agreement, and to release, hold harmless, and indemnify PG&E from any liability, claims, demand, causes of action, damages, or expenses resulting from the use of customer information obtained pursuant to this Authorization. I hereby indicate my consent to execute and submit this authorization electronically.

Authorized Signature of Primary DRP

Date Signed (mm/dd/yyyy)

F. SECONDARY DRP'S AGREEMENT REGARDING CUSTOMER RELEASE AUTHORIZATION

I, (Secondary DRP), hereby agree to comply with this agreement, and to release, hold harmless, and indemnify PG&E from any liability, claims, demand, causes of action, damages, or expenses resulting from the use of customer information obtained pursuant to this Authorization. I hereby indicate my consent to execute and submit this authorization electronically.

Authorized Signature of Secondary DRP

Date Signed (mm/dd/yyyy)

G. JURISDICTION OF CPUC

This agreement at all times shall be subject to such modifications and access to information as the California Public Utilities Commission may direct from time to time in the exercise of its jurisdiction, including, without limitation, revisions to the types of customer information to be released under Rule 24.

FOR REVOCATION USE ONLY

H. CUSTOMER REVOCATION OF AUTHORIZATION

I, (Customer), declare that I am authorized to execute this Revocation manually or electronically on behalf of the Customer of Record listed at the top of this form and that I have authority to financially bind the Customer of Record. I hereby revoke the authorization to release information to the DRP(s) listed above. I hereby release, hold harmless, and indemnify PG&E from any liability, claims, demands, causes of action, damages, or expenses resulting from: (1) any negligent conduct relating to this revocation; (2) any refusal to release information to the DRP(s) pursuant to this revocation; and (3) any conduct by the DRP(s) in connection with this revocation. I hereby indicate my consent to execute and submit this revocation electronically.

Authorized Signature of Customer or Agent

Date Signed (mm/dd/yyyy)

I. DRP REVOCATION OF AUTHORIZATION/DISCONTINUANCE FROM DRP(S) DEMAND RESPONSE SERVICE

I, (DRP), hereby revoke the authorization to release the Customer's information to the above designated DRP(s). Further, I hereby notify PG&E that the date of the Customer's actual or anticipated revocation or discontinuance from my Demand Response services is _____ (mm/dd/yyyy). I hereby release, hold harmless, and indemnify PG&E and its agents from any liability, claims, demands, causes of action, damages, or expenses resulting from: (1) revocation of the authorization to release information to the above designated DRP(s), (2) any refusal to release information to the DRP pursuant to this revocation, (3) any conduct by the DRP(s) in connection with this revocation, and (4) my failure to timely notify PG&E of the Customer's revocation or discontinuance from my Demand Response services. I also hereby indicate my consent to execute and submit this revocation electronically.

Authorized Signature of DRP

Date Signed (mm/dd/yyyy)



Demand Response - Services Agreement

This Services Agreement (this "Agreement"), effective as of _____, the scope of which is described more fully below, is made by and between Enersponse, Inc. ("Enersponse"), located at 2901 West Coast Hwy, Suite 200 Newport Beach, CA 92663, and Gaberville Sanitary District _____ ("Customer"), located at _____.

Enersponse and Customer are defined herein as the Parties ("Parties") to this Agreement.

1. Managed Services

Enersponse will manage Customer's participation in the demand response program(s) ("Program") listed on Exhibit 1, in accordance with rules set forth by the grid operator and/or utility ("Operator"). Enersponse will (i) work with Customer to develop an appropriate curtailment plan; (ii) manage all aspects of Customer's participation in the Program(s) and (iii) process all Program payments in accordance with the rules set forth by the Operator.

2. Capacity, Payments and Term

- a. **Nominated and Delivered Capacity.** Customer and Enersponse understand that the capacity identified in Schedule 1 ("Nominated Capacity") is the best estimate of performance and the average kW reduction during event hours ("Delivered Capacity") may vary. Customer and Enersponse agree to adjust Nominated Capacity based on actual performance, changes in facility operations, and/or other relevant information.
- b. **Capacity Price.** Customer's capacity price will vary by month, year and program.
- c. **Capacity Payment Calculation.** Payment performance criteria is provided for each region in Schedule 1.
- d. **Energy Payment.** Enersponse will pay Customer **75%** of the Energy Payment received from the utility.
- e. **Payment Timing.** Enersponse shall not be obligated to make any payments or accrue any liabilities to Customer hereunder until final acceptance by utility of enrollment of Customer's Capacity in the Program. Enersponse shall make quarterly payments to Customer of Customer's share of all payments received by Enersponse from Customer's utility during the preceding quarter in connection with Customer's participation in the Program. All Payments will be made within forty-five (45) days after Enersponse receipt of payment from the applicable utility.
- f. **Term.** The scope of services provided herein will commence on the date of this Agreement and shall terminate five years from the date of the Customer enrollment and final acceptance by utility in the program. At the expiration of the initial term, this Agreement shall continue from year to year under its then existing conditions unless and until a party hereto gives the other no less than 90 days written notice of termination prior to expiration of the initial term or of the one-year extension then in effect.

3. Customer Support Requirements

- a) **Nondisclosure to Third Parties.** Customer acknowledges that in its relationship with Enersponse, it may receive information including (but without limitation): confidential information, business strategies, financial information, and information contained in this Agreement. Except as required by law or to its legal or financial advisors, Customer shall not disclose any Program Information to any third party or allow any third-party access to such Program Information or this Agreement.
- b) **Use of Confidential Information.** Customer acknowledges that Enersponse may receive confidential information of Customer, either through data collected by the Enersponse System or otherwise, which may be used by Enersponse for any necessary business purpose.
- c) **Utility Data:** Customer hereby authorizes utility data access for Enersponse for the market locations in Schedule 1.
- d) **Acceptance Testing:** If the program requires acceptance testing, Customer will work with Enersponse to prove Customer capability at each location in a timely manner prior to Enersponse registration of each location in the Program(s)
- e) **Demand Response Performance:** Customer will make best efforts to reduce electrical demand when notified by Enersponse in accordance with Program rules.
- f) **Service Provider Limitation.** Customer agrees not to contract with other demand response service providers for the same sites for the Term of this Agreement.

4. General Terms

- a) **Limitation on Liability:** Enersponse liability hereunder is limited to direct actual damages as the sole and exclusive remedy, and total damages shall not exceed the lesser of (i) the total amount paid to Customer under this Agreement during the six-month period immediately preceding the event giving rise to the claim(s) or (ii) \$100,000. All other remedies or damages (at law, in equity, tort, contract, or otherwise) are expressly waived, including any indirect, punitive, special, consequential, or incidental damages, lost profit, or other business interruption damages.
- b) **Choice of Law:** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of California, without giving effect to choice of law rules that would require the application of any other law.
- c) **Force Majeure:** The parties shall be excused for any failure or delay in the performance of their obligations hereunder due to acts of God or any other legitimate cause beyond their reasonable control.
- d) **Termination:** Enersponse may terminate this Agreement immediately if the Program is materially altered, suspended, or ended. Enersponse or Customer may cancel this agreement upon material breach by the other party which is not cured after receipt of 90-day written notice.

Enersponse, Inc.

Gaberville Sanitary District

Name: _____

Name: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____



\$0 Out-of-Pocket Energy Efficiency Upgrades

We've helped 1000's of companies **save energy and cut costs** by upgrading their existing equipment **for \$0 out of pocket** utilizing the utility companies' energy efficiency programs.

EcoGreen Solutions is an Energy Services Company, Trade Professional & Authorized Agent with SCE, SDGE, PGE and several others. We specialize in helping companies leverage the utility company programs to take advantage of all the rebates and incentives available.

Below are highlights of some of the benefits of the programs & equipment upgrades:

- Dramatically reduced energy bills across multiple technologies based on your current equipment
- We service HVAC, 3-Phase Motors, Refrigeration, Air Compressors, Interior & Exterior Lighting and Artificial Lighting
- LED eliminates the high cost of light bulb replacement & maintenance while providing increased safety due to improved light levels
- Enhanced value of your property and curbside appeal
- **No** money out-of-pocket while helping to save the environment
- Several substantial tax incentives available for energy efficiency upgrades
- All paperwork taken care of by EcoGreen Solutions and full turnkey services available

We have worked with several cities (Laguna Hills, Laguna Niguel), school districts (Fallbrook, Newport-Mesa, San Jacinto), and large businesses all over the West Coast including Jaguar/Land Rover, Infiniti and Audi, Applebees etc.

We specialize in helping nurseries, farms, high rise buildings, multi-tenant, waste water treatment plants, Ag, food processing, heavy industrial, state and federal customers as well. References available upon request.

PG&E Program Application Packet



Checklist

- 1 Month's PG&E Utility Bill (Provided by the Customer)
- PG&E 3rd Party Letter of Authorization Form
- PG&E OBF Financing Supplement



AUTHORIZATION TO RECEIVE CUSTOMER INFORMATION OR ACT UPON A CUSTOMER'S BEHALF

THIS IS A LEGALLY BINDING CONTRACT, PLEASE READ CAREFULLY (Please Print or Type)

I, _____ NAME TITLE (IF APPLICABLE)

of _____ (Customer) have the following mailing address NAME OF CUSTOMER OF RECORD

_____, and do hereby appoint MAILING ADDRESS CITY STATE ZIP

EcoGreen Solutions of 27671 La Paz Rd, Suite 100 NAME OF THIRD PARTY MAILING ADDRESS

Laguna Niguel CA 92677 CITY STATE ZIP

To act as my agent and consultant (Agent) for the listed account(s) and in the categories indicated below:

ACCOUNTS INCLUDED IN THIS AUTHORIZATION:

- 1. All Addresses and Service Account Numbers SERVICE ADDRESS CITY SERVICE ACCOUNT NUMBER
2. SERVICE ADDRESS CITY SERVICE ACCOUNT NUMBER
3. SERVICE ADDRESS CITY SERVICE ACCOUNT NUMBER

(For more than three accounts, please list additional accounts on a separate sheet and attach it to this form)

INFORMATION, ACTS AND FUNCTIONS AUTHORIZED - This authorization provides authority to the Agent. The Agent must thereafter provide specific written instructions/requests (e-mail is acceptable) about the particular account(s) before any information is released or action is taken.

I (Customer) authorize my Agent to act on my behalf to perform the following specific acts and functions (initial all applicable boxes):

- Initial [] 1. Request and receive billing records, billing history and all meter usage data used for bill calculation for all of my account(s), as specified herein, regarding utility services furnished by the Utility¹.
Initial [] 2. Request and receive copies of correspondence in connection with my account(s) concerning (initial all that apply):
Initial [] a. Verification of rate, date of rate change, and related information;
[] b. Contracts and Service Agreements;
[N/A] c. Previous or proposed issuance of adjustments/credits; or
[N/A] d. Other previously issued or unresolved/disputed billing adjustments.
Initial [N/A] 3. Request investigation of my utility bill(s).
Initial [] 4. Request special metering, and the right to access interval usage and other metering data on my account(s).
[N/A] 5. Request rate analysis.
[N/A] 6. Request rate changes.
[N/A] 7. Request and receive verification of balances on my account(s) and discontinuance notices.

¹ The Utility will provide standard customer information without charge up to two times in a 12-month period per service account. After two requests in a year, I understand I may be responsible for charges that may be incurred to process this request.

AUTHORIZATION TO RECEIVE CUSTOMER INFORMATION OR ACT ON A CUSTOMER'S BEHALF

I (CUSTOMER) AUTHORIZE THE RELEASE OF MY ACCOUNT INFORMATION AND AUTHORIZE MY AGENT TO ACT ON MY BEHALF ON THE FOLLOWING BASIS² (initial one box only):

² If no time period is specified, authorization will be limited to a one-time authorization

One time authorization only (limited to a one-time request for information and/or the acts and functions specified above at the time of receipt of this Authorization).

One year authorization - Requests for information and/or for the acts and functions specified above will be accepted and processed each time requested within the twelve month period from the date of execution of this Authorization.

Initial → Authorization is given for the period commencing with the date of execution until 12/31/2023 (Limited in duration to three years from the date of execution.) Requests for information and/or for the acts and functions specified above will be accepted and processed each time requested within the authorization period specified herein.

RELEASE OF ACCOUNT INFORMATION:

The Utility will provide the information requested above, to the extent available, via any one of the following. My (Agent) preferred format is (check all that apply):

Hard copy via US Mail (if applicable).

Facsimile at this telephone number: _____

Electronic format via electronic mail (if applicable) to this e-mail address: Submissions@EcoGreen-Solutions.net

Print → I (Customer), _____ (print name of authorized signatory), declare under penalty of perjury under the laws of the State of California that I am authorized to execute this document on behalf of the Customer of Record listed at the top of this form and that I have authority to financially bind the Customer of Record. I further certify that my Agent has authority to act on my behalf and request the release of information for the accounts listed on this form and perform the specific acts and functions listed above. I understand the Utility reserves the right to verify any authorization request submitted before releasing information or taking any action on my behalf. I authorize the Utility to release the requested information on my account or facilities to the above Agent who is acting on my behalf regarding the matters listed above. I hereby release, hold harmless, and indemnify the Utility from any liability, claims, demands, causes of action, damages, or expenses resulting from: 1) any release of information to my Agent pursuant to this Authorization; 2) the unauthorized use of this information by my Agent; and 3) from any actions taken by my Agent pursuant to this Authorization, including rate changes. I understand that I may cancel this authorization at any time by submitting a written request. [This form must be signed by someone who has authority to financially bind the customer (for example, CFO of a company or City Manager of a municipality).]

→ _____ AUTHORIZED CUSTOMER SIGNATURE _____ TELEPHONE NUMBER

→ Executed this _____ day of _____ at _____
MONTH YEAR CITY AND STATE WHERE EXECUTED

I (Agent), hereby release, hold harmless, and indemnify the Utility from any liability, claims, demand, causes of action, damages, or expenses resulting from the use of customer information obtained pursuant to this authorization and from the taking of any action pursuant to this authorization, including rate changes.

AGENT SIGNATURE _____ TELEPHONE NUMBER _____
EcoGreen Solutions 949-364-6800
COMPANY

Executed this _____ day of _____
MONTH YEAR



Financing Supplement to the Energy Efficiency Retrofit Program Application

The Energy Efficiency Retrofit Loan Program (the "Program") is funded by California utility customers and administered by Pacific Gas and Electric Company (PG&E) under the auspices of the California Public Utilities Commission (CPUC). The Program provides qualified PG&E customers with a means to finance energy-efficient (EE) retrofit projects implemented under select PG&E EE Programs (the "Qualified Program"). The loans issued under the Program are interest-free, unsecured loans to fully or partially reimburse qualified PG&E customers for the costs they incur in connection with a qualified retrofit project (the "Retrofit Project"), which term shall mean the energy efficiency retrofit project described in Customer's relevant Energy Efficiency Program Application.

1. **Conditions for Eligibility:** Participation in the Program is limited to PG&E customers that meet the following conditions and satisfy these conditions throughout the duration of the Retrofit Project up to and including the date of Final Verification (defined below in Section 8): (a) the PG&E customer must be a business ("Commercial Customer") or a federal, state, county or local government agency ("Government Customer"); * Commercial Customers and Government Customers are collectively referred to as "Customer;" (b) Customer currently receives service from PG&E at the location of the Retrofit Project (the "Location"); (c) Customer has continually maintained an active PG&E account for the previous 24 months and has a minimum of 12 months of historical metered energy usage at Customer's current Location; (d) at the time the Customer's Program Application is Approved and Customer's Loan Agreement is executed, and at the time the loan is to be funded following completion of the Retrofit Project and satisfaction of all other requirements of the Loan Agreement, Customer must be in good credit standing, as determined by PG&E through credit review which may include a commercial credit check and a bill history review, which may be based upon the following and other criteria:
 - a. No 24-hour disconnection notices in the last 12 months;
 - b. No returned payments within the last 12 months;
 - c. No more than 1 payment arrangement in the last 12 months;
 - d. No broken payment arrangements within the last 12 months;
 - e. No deposit assessed within the last 12 months; and
 - f. The Retrofit Project qualifies and Customer is eligible for an incentive under the Qualified Program.

2. **Loan Features:** The loans offered under the Program are interest-free (0%) and free of any fees, late payment penalties or other charges. The loan terms and conditions are set to provide simple payback from energy savings during the maximum allowed loan term, and are calculated by dividing the loan amount (eligible project cost less Qualified Program Incentives) by the estimated monthly energy savings resulting from the Retrofit Project. The ensuing number of monthly payments must not exceed the Maximum Loan Term set forth in chart below ("Loan Amount and Term Limitations").
3. **Eligibility:** Prior to purchasing and installing any energy-efficient measures or equipment under the Qualified Program, Customer must satisfy the eligibility requirements of both the Program and Qualified Program. Because energy efficiency projects in progress are ineligible under the Program, Customer must have an inspection of the Retrofit Project and Location conducted and completed by PG&E before commencing any work or purchasing any equipment for the Retrofit Project.
4. **Inspection:** PG&E will assist Customers in understanding the energy efficiency measures available under the Qualified Program and will answer their questions concerning this Program. After Customer has decided upon the measures that comprise the Retrofit Project, PG&E will request an engineering review, perform an inspection of the Location, calculate the Loan Terms and prepare the Loan Documents. Thereafter, PG&E will provide Customer with a copy of the inspection report, a Loan Agreement, the Application, the applicable On-Bill Financing (OBF) Gas and/or Electric Rate Schedule and Loan Calculation Summary Sheet (collectively, the "Loan Documents").
5. **Loan Documents:** If the terms of the loan are acceptable, Customer shall execute the Loan Documents and return them to PG&E prior to the commencement of the Retrofit Project. Incomplete or incorrect applications cannot be processed and may result in the delay of PG&E's approval and possible disqualification from the Program. Customer may withdraw this Application for any reason without penalty by sending written notice to PG&E.
6. **Customer's Responsibilities for Contractor and Vendor:** Upon PG&E's notification to Customer that the Retrofit Project is eligible for the Program, Customer may begin the Retrofit Project pursuant to the contract agreed upon by Customer, its contractor or vendor. PG&E does not endorse or recommend any particular contractor or vendor nor does PG&E review any contractor or vendor proposals. Rather, Customer shall be solely responsible for reviewing the feasibility of the contractor's and vendor's proposal(s) and verifying their respective qualifications, pricing, energy savings, warranties and the terms and conditions of the contractor's and/or vendor's contract with Customer.

Loan Amount and Term Limitations	
Interest	0%, with no additional fees or charges
Minimum Loan Amount	\$5,000
Maximum Loan Amount	Commercial Customer: \$100,000 / premises Government Customer: \$250,000 / meter
Maximum Loan Term, not to exceed the Expected Useful Life (EUL) of the measures	Commercial Customer: 60 months Government Customer: 120 months

*Residential customers are ineligible.

7. PG&E Disclaimers: CUSTOMER'S DESIGN OF THE RETROFIT PROJECT AND SELECTION AND USE OF ENERGY EFFICIENCY EQUIPMENT, MEASURES AND SELECTION OF CONTRACTORS AND VENDORS IS AT CUSTOMER'S SOLE DISCRETION AND AT CUSTOMER'S SOLE RISK. TO THE EXTENT PERMITTED BY APPLICABLE LAW, PG&E EXPRESSLY AND SPECIFICALLY DISCLAIMS ANY LIABILITY IN RESPECT OF ANY ADVICE, INFORMATION OR OTHER INSTRUCTION PROVIDED BY OR ON BEHALF OF PG&E TO CUSTOMER IN CONNECTION WITH THE QUALIFIED PROGRAM, PROGRAM OR RETROFIT PROJECT. PG&E DOES NOT WARRANT OR BEAR ANY RESPONSIBILITY FOR ANY OF THE FOLLOWING:

- a. THE WORK PERFORMED BY CUSTOMER'S CONTRACTOR(S) OR VENDOR(S), THAT THE RETROFIT PROJECT IS APPROPRIATE FOR THE LOCATION;
- b. THE RETROFIT WILL RESULT IN OR YIELD ANY ENERGY EFFICIENCY SAVINGS OR A SPECIFIC AMOUNT OF ENERGY EFFICIENCY SAVINGS OR OTHER REDUCTION IN CUSTOMER'S PG&E UTILITY BILL AFTER COMPLETION OF THE RETROFIT PROJECT;
- c. THE CONTRACTOR'S OR VENDOR'S SERVICES WILL BE TIMELY, COMPLETE OR ERROR-FREE, OR THAT DEFECTS IN THE RETROFIT PROJECT WILL BE CORRECTED BY SUCH INDIVIDUALS;
- d. ANY ERRORS, OMISSIONS, DEFECTS OR DELAYS IN THE DESIGN OR CONSTRUCTION OF THE RETROFIT PROJECT OR THE OPERATION OF ANY ENERGY EFFICIENCY MEASURES INSTALLED AT THE LOCATION.

8. Verification: Upon completion of the Retrofit Project, Customer shall request PG&E's post-completion inspection and final verification that the Retrofit Project has been completed in conformity with the requirements of the Qualified Program and that customer remains eligible (the "Final Verification").

a. If there has been any change to the Retrofit Project's scope, cost and/or incentives available under the Qualified Program or energy savings, Customer will be required to enter into a Loan Modification Agreement with PG&E, which may include new contract terms reflecting the changes in the Retrofit Project. (If a Loan Modification Agreement is required, it shall be deemed part of the "Loan Documents.")

b. If the changes to the Retrofit Project are such that it no longer meets the Program's payback criteria or other conditions, the Retrofit Project will be considered ineligible, the Loan Agreement will be terminated and no loan proceeds will be disbursed.

c. IF PG&E DETERMINES, IN ITS ABSOLUTE DISCRETION, THAT CUSTOMER'S CREDIT HAS DETERIORATED OR HAS OTHERWISE PLACED CUSTOMER'S REPAYMENT OF THE LOAN AT RISK, THE LOAN PROCEEDS SHALL NOT BE ISSUED, EVEN THOUGH THE RETROFIT PROJECT MAY HAVE BEEN SATISFACTORILY COMPLETED AT CUSTOMER'S EXPENSE.

9. Disbursements: Subject to and following PG&E's satisfactory Final Verification, an incentive check and the loan proceeds will be issued to Customer or, at Customer's written direction, to Customer's contractor or vendor.

10. General Provisions:

a. Applications for loans under the Program will be accepted from qualified Customers on a first-come, first-served basis until the funds allocated by PG&E for the Program are no longer available. The Program may be modified or terminated by the CPUC or PG&E at any time and without prior notice. However, termination of the Program following execution of a Loan Agreement by Customer will not affect that Loan Agreement, or, if Customer thereafter satisfies all Program conditions, the disbursement.

b. The loan proceeds may only be used to pay or reimburse Customer for implementing or installing energy-efficient measures or equipment through the Qualified Program.

c. If there is any conflict between the terms of any document relating to the Program, the Loan Documents shall control.

d. For all retrofit projects, including but not limited to streetlight, HVAC and lighting retrofits, Customer acknowledges and understands that Customer is able to use the installation vendor or contractor of their choice.

I have read, understand and agree to all of the Energy Efficiency Retrofit Loan Program requirements and terms and conditions set forth in this Program description. I understand that loan calculations will be based on pre-inspection results and on the applicable program documentation, and that my agency/company must meet all eligibility criteria and requirements in order to participate in the Program. Any unapproved changes to project scope, costs or run hours, or to my agency's/company's creditworthiness, between the time the Loan Documents are accepted and signed and the Retrofit Project is completed and the project's and my agency's/company's continued eligibility are verified, could result in loan ineligibility.

→ Legal Name of Business (i.e., the formal name on your tax return) _____ → Authorized Representative's Printed Name _____ →

→ Authorized Representative's Signature _____ Title _____ Date _____

Tax identification information (select one):

→ Federal Tax ID Number: _____ ←

Social Security Number: _____

FOR PG&E USE ONLY:

PG&E OBF Administrator	Printed Name	Date
Retrofit Program Application Number	OBF Application Number	





**California Special
Districts Association**
Districts Stronger Together

Board Member Resources



Required Training

Required Training - *required every two years*

- Ethics AB 1234*
- Sexual Harassment Prevention Training*

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\$2.3 billion to improve or remove U.S. dams included in new federal infrastructure bill in wake of a Stanford Uncommon Dialogue agreement

Key ideas and proposals from an agreement between the hydropower industry and environmental community, facilitated through a Stanford Woods Institute for the Environment Uncommon Dialogue, have been included in the \$1 trillion infrastructure package adopted by the U.S. Senate.

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BY DEVON RYAN

In the fall of 2020, amidst a global pandemic and one of the most divisive periods in American history, the hydropower and river conservation communities, traditionally at odds, reached an **agreement** to work together to address the nation's more than 90,000 dams.

Dan Reicher. *(Image credit: Courtesy of Stanford Law School)*

The momentous agreement was the result of a two-and-a-half-year **Uncommon Dialogue**, an ongoing process organized by the **Stanford Woods Institute for the**

Environment that brings public and private sector leaders and researchers together to develop practical solutions to pressing sustainability challenges.

Now, key ideas from that pact, and a subsequent detailed **proposal**, are incorporated into the bipartisan Senate infrastructure bill, including \$2.3 billion for the “3Rs” of U.S. dams: *rehabilitation* for safety, *retrofit* for power and *removal* for conservation. If enacted, the pending infrastructure bill would be the largest new federal funding for infrastructure in decades.

Dan Reicher, a senior research scholar at the Woods Institute and a former U.S. assistant secretary of energy, leads the Uncommon Dialogue on “Hydropower: Climate Solution and Conservation Challenge.”

“It was a risky idea and a heavy lift but it is exciting to see our breakthrough 3Rs agreement turned into a significant federal down payment on the massive funding needed – measured in the tens of billions of dollars – to address serious problems and major opportunities at the nation’s dams,” said Reicher, who is also the founding executive director of the **Stanford Steyer-Taylor Center for Energy Policy and Finance** and former director of Climate and Energy Initiatives at Google.

As outlined in the **October agreement**, the goals of the 3Rs are to help confront climate change, increase the safety of U.S. dams and improve the ecological health of the nation’s rivers. To that end, the \$1 trillion infrastructure bill, which the Senate adopted on Aug. 10, includes \$753 million for safety and environmental improvements at existing hydropower facilities, adding hydropower generation to dams that currently do not produce power and for “pumped storage” projects; \$800 million for rehabilitation and repair of high hazard dams and safety projects; and \$800 million for the removal of dams in the interest of safety and the environment.

“Hydropower is a critical component of our ability to address climate change, but we can’t emphasize hydropower over the health of rivers or the safety of the public. The 3Rs effectively advance all three objectives at the same time,” said Woods Institute director Chris Field.

Next steps for infrastructure

The bipartisan Senate infrastructure bill is currently being considered in the House, where tensions have been high on how to move forward on the bill and whether to wait for action on a broader \$3.5 trillion budget bill. On Tuesday, House Democrats voted to allow committees to begin writing the \$3.5 trillion budget bill and also set a deadline of Sept. 27 for the House to pass the infrastructure legislation.



The Bloede Dam on the Patapsco River in Maryland was removed in 2019. This sequence of photos (from top left to bottom right) shows different stages of the dam removal process. *(Image credit: Maryland Fisheries Service DNR)*

On top of this, bipartisan Senate and House **bills** have recently been introduced that would multiply 3Rs spending in the pending infrastructure legislation by 10-fold, which, if enacted, would address the safety, environmental and climate challenges of U.S. dams on a massive scale.

“We are encouraged by the inclusion of the 3Rs in such important federal legislation and hopeful that these proposals will ultimately be part of an enacted bill,” Reicher said.

To get a sense of the potential impact of the 3Rs, below are examples of U.S. dam retrofits, rehabilitation and removal:

Retrofit

Out of the more than 90,000 U.S. dams, only about 2,500 produce electricity. Retrofitting existing dams to produce electricity can help increase clean energy generation without the negative environmental impacts of building new dams. Retrofitting existing dams could add as much as 12,000 megawatts to the grid, according to a U.S. Department of Energy [report](#).

One example of retrofitting is the recently completed Red Rock Hydroelectric Project on the Des Moines River in Iowa, with 55 megawatts of added electricity generating capacity. The dam, originally constructed in 1969 for flood control, will now help power more than 18,000 homes and businesses in four states.

Rehabilitation

After heavy storms in 2017, 180,000 people were evacuated when the spillways at California's Oroville Dam failed and severe erosion threatened to send a 30-foot wall of water toward communities below. Lake levels eventually dropped but the damage to the spillways was significant, requiring over \$1 billion in repairs. Today, the California Department of Water Resources has rehabilitated the main and emergency spillways and strengthened the dam's foundation. Had longstanding issues at the dam, the tallest in the U.S., been addressed through earlier rehabilitation, the costs would have likely been reduced and a critical safety issue requiring evacuation less likely to occur.

Removal

When a dam has significant safety risks or causes negative environmental impacts that cannot be effectively addressed – or is no longer serving a useful purpose – removal can increase public safety and reduce harm to river ecosystems.

Maryland Department of Natural Resources Fishing and Boating Services

Breach of Bloede Dam.

The Bloede Dam on the Patapsco River in Maryland was originally a hydroelectric plant but had not generated any power since the 1930s. In addition to its negative impacts on fish passage and aquatic habitat, it was also a public safety hazard, with at least nine dam-related deaths since the 1980s.

The dam's removal in 2019 opened up more than 65 miles of the Patapsco-Chesapeake watershed for spawning habitat for fish species like shad and herring. In addition,

recreational opportunities, such as swimming, boating and fishing, are also on the rise. Earlier this year, biologists with the Maryland Department of Natural Resources found river herring species as far inland as Ellicott City, the first time those species had been found that far up the Patapsco in over 100 years.

Media Contacts

Dan Reicher, Stanford Woods Institute for the Environment: dreicher@stanford.edu

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Dams in California

Alvar Escriva-Bou, Jeffrey Mount, Jelena Jezdimirovic

SEPTEMBER 2019

► Dams play a crucial role in California's water management.

The state's dry summers and frequent droughts require abundant storage to meet water demands. On average, more than 60% of the water used by cities and farms comes from rivers, and dams play a key role in regulating this supply. California's nearly 1,500 reservoirs are part of the state's [water grid](#), which includes groundwater basins and thousands of miles of conveyance facilities to move stored water to where it is needed. Most dams and their reservoirs are owned and operated by local agencies and private companies. But state and federal agencies manage 240 large reservoirs that account for 60% of the state's storage capacity.

► Dams are operated to meet multiple objectives ...

The state's dams provide multiple benefits in addition to storing water for cities and farms. Dams generate 15% of California's electricity supply on average. Some are operated to capture runoff from winter storms. This is essential for reducing flood risk on the state's large floodplains, particularly for cities in the Central Valley and Southern California. Dams support a large reservoir-based recreation industry. And in California's highly managed water system, flow releases from dams are essential to meet the habitat needs of fish and wildlife.

► ... but these objectives are often in conflict.

Many large multi-purpose dams are operated with conflicting goals. For example, to manage floods, operators must release enough water to create space in reservoirs for winter floodwaters, which increases the chance that reservoirs will not be full in spring. Over the summer, when recreation demands are highest, reservoirs are drawn down rapidly to meet water and hydropower demands. Finally, many dams are required to conserve and slowly release cold water—which collects at the bottom of reservoirs—to support downstream salmon and steelhead runs. Managing these tradeoffs is becoming increasingly challenging as California's climate warms and precipitation becomes more variable.

► Many dams need infrastructure and operational upgrades.

Two-thirds of California's dams are at least 50 years old. Most dams were designed—and are currently operated—based on outdated assumptions about hydrology and earthquakes. More than 90 need major upgrades to better handle large floods or withstand earthquakes. Promising efforts are underway in some watersheds—including the Russian, American, Santa Ana, and Yuba Rivers—to update operations using advanced weather forecasting technology. Operations also need updating to account for changing patterns of precipitation and snowmelt, and to maximize storage in underground aquifers.

► New dams can improve flexibility, but costs are high.

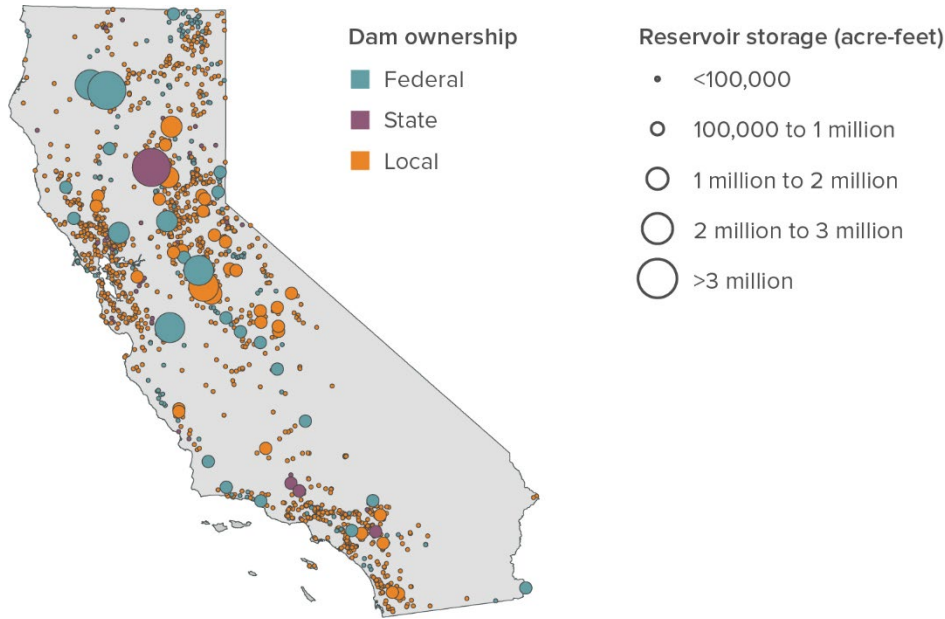
Increased surface storage could improve supply reliability in some regions. In 2018, the California Water Commission approved nearly \$2 billion to support construction of two new reservoirs—Sites and Temperance Flat—and expansion of two others—Pacheco and Los Vaqueros. But this is only a small share of total funding needed. The US Bureau of Reclamation is also considering raising Shasta Dam. Although these investments would boost California's reservoir storage by about 9%, annual deliveries would increase by about 1% of annual statewide water used by people and the environment. Improving operations of existing dams and the water grid to maximize groundwater storage is key for managing the hotter droughts and larger floods that climate change is expected to bring.

► Some dams are ripe for removal.

Reasons to remove a dam include high environmental costs, earthquake safety hazards, and reduced benefits—for instance, when reservoirs fill with sediment, they lose storage capacity. Over the past 30 years, more than 100 small dams have been removed in California. The 2015 breaching of San Clemente Dam on the Carmel River was the largest dam removal in state history. Several other large dams are targeted for removal, including Matilija Dam, four dams on the Klamath River, and Scott Dam on the Eel River.



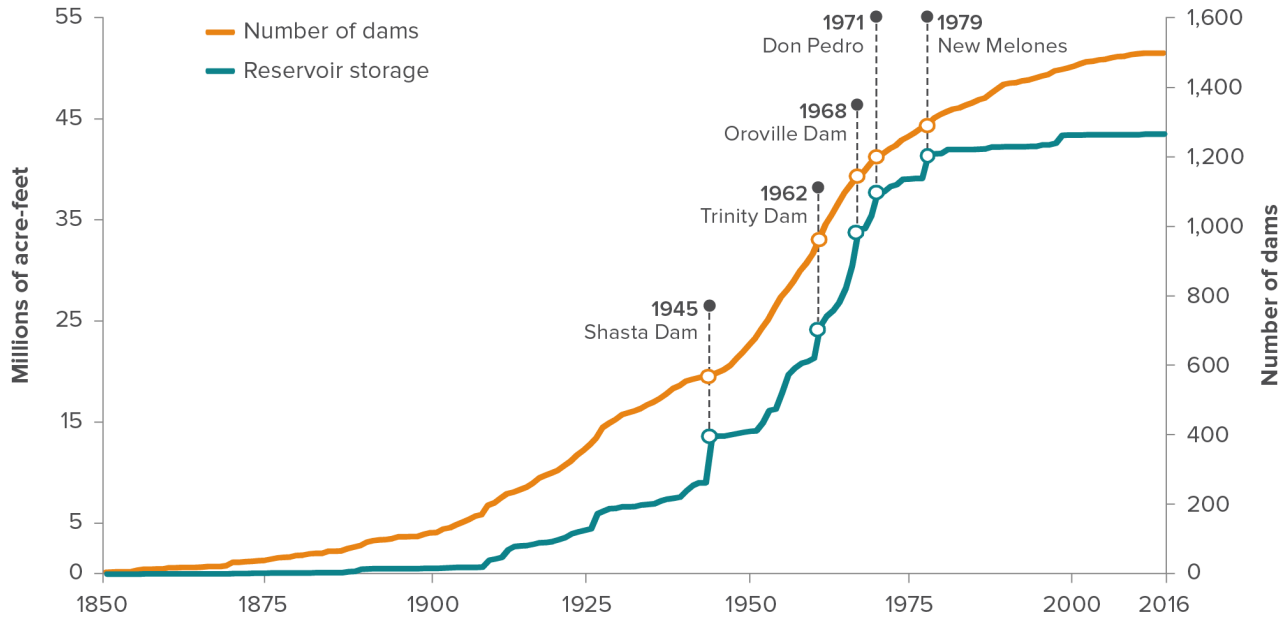
Dams vary in size and ownership



Source: US Army Corps of Engineers National Inventory of Dams.

Note: Local dams include those operated by local agencies and private companies such as power utilities.

Most of California's dams are more than 50 years old



Source: US Army Corps of Engineers [National Inventory of Dams](#), California Department of Water Resources [California Data Exchange Reservoir Information](#)

Notes: Figure does not include 86 dams for which the year of construction is unknown. The five largest dams in the state are listed by name. The number of dams includes main reservoir dams and also spillways, dikes, and other auxiliary dams.

Sources: US Army Corps of Engineers (National Inventory of Dams); California Department of Water Resources (Listing of Dams, California Water Plan Update 2013, California Data Exchange Reservoir Information); California Energy Commission (Energy Almanac), American Rivers (Dam Removal).

Contact: escriva@ppic.org, mount@ppic.org, jezdmirovic@ppic.org

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PPIC

PUBLIC POLICY
INSTITUTE OF CALIFORNIA

25 YEARS

**GARBERVILLE SANITARY
DISTRICT**

**DUTIES AND
RESPONSIBILITIES
FOR THE**

BOARD OF DIRECTORS

Adopted February 25, 2020

PRIMARY ROLES AND RESPONSIBILITIES **OF A BOARD MEMBER**

One of the most significant responsibilities as a board member is to understand that the Board is a team and you need to work together as such. Understanding the dynamics of the group, as well as the individual perspectives and opinions of your fellow Board members, is crucial to the success of the team, the district and community you represent.

This united approach will help to strengthen the district and provide the grounds for maintaining a clear vision of the future, a unity of purpose, and a cohesive Board.

SPECIFIC ROLES AND RESPONSIBILITIES

1. Set the direction for the district.

Establish the mission and vision of the district

Mission Statement: Why does the district exist?

Vision Statement: What should the district look like should it accomplish its mission and how can we achieve that goal?

2. Establish and support the policies and structure of the district.

Policies are written statements specifying the manner in which the district's business is conducted.

Policies guide district governance such as Board meetings, agendas, Board conduct, personnel responsibilities and rules of order.

3. Oversee the financial resources necessary to fund the district.

Ensure fiscal policy exists and that decisions and projects are fiscally sustainable or achievable. Work with General Manager and Budget Committee to develop a budget which addresses the financial needs of the district while ensuring projects and district costs can be met or that a plan exists to fund those projects prior to expending funds.

4. Guide employee relations, including the hiring and supervising of the General Manager who, in turn operates the district while hiring and managing staff.

The Board is responsible for evaluating the performance of the General Manager, approve personnel policies, approve job descriptions and organizational structure, while establishing a strong communications link between the Board and General Manager.

5. Serve as community leaders who communicate effectively on behalf of the district.

The district and Board are linked in the eyes of the public and often seen as one and the same. Therefore, the conduct of the Board members reflects upon the district and community it serves.

This holds true in board meetings, with community interaction and in the media. Even the personal lives of board members can impact the perception and effectiveness of the district.

BOARD MEMBER GUIDELINES

1. Board members are to attend monthly **Board** meetings and participate as part of the district's governing board.
2. A Board member is unable to make decisions or conduct district business outside of a legally agendized Board meeting.

3. There are 5 Board members and no action or Board meetings can take place unless there is a quorum (3 Board members).

4. Board members are not allowed to email, text, call or contact other Board members about district business or they are in violation of the “Brown Act”, which prohibits such meetings and conversations. The Brown Act protects the public from Board members conducting business in private and not being transparent with the public or not allowing public comment prior to decisions being made.

5. Board members must participate in the monthly meetings or be in jeopardy of being removed from their position on the board. This may occur when a board member misses (3) meetings in a row without an excusable reason for being absent.

6. Board members are a crucial part of the success of a district’s effectiveness and ability to provide the services required for its customers and because of this reason, it is important to act responsibly and with respect for all who participate in the governance process.

7. Board members should not disrupt meetings for a personal cause but should state opinions or **provide** supporting facts and then let the remainder of Board have equal time to give their opinion and then vote. The public also has a right to make comments on agenda items and should be allowed (3 minutes) to do so without interruption.

8. When serving on a public board, there are required trainings that must be completed or there will be violations that could result in fines. The required trainings to be a public Board member are ethics and harassment. These training courses are required but there is no cost to the member.

9. Conflicts of interest must be avoided including the perception of a conflict. For example, if you have or are related to somebody that has an interest in a property that is being discussed by the board at a meeting you are not allowed to participate in the discussion and should leave the room during that discussion.

As public Board members **we you** have a responsibility to be unbiased about decisions **we you** make and when there is a potential conflict of interest, the public may perceive a bias on that agenda item and have distrust in the final decision.

CHAIRPERSON

Function:

The primary duty of the chairperson shall be to preside over GSD meetings and be the presiding officer of the district.

Reports To:

The chairperson reports to voting members of the governing board at a regular board meeting that is held in the public. The chairperson shall be subject to those policies established by the Board of Directors and in accordance with State governance code.

Authority:

The chairperson must ensure that all action of the Board meets appropriate laws and government regulations. The chairperson is the only board member which has authority to speak on behalf of GSD.

Chairperson Responsibility:

- Appoints committees.
- Serves as chief spokesperson of the District with the General Manager or designee on policy issues and action of the District.
- Presides over Board of Director meetings.
- Coordinates with General Manager or designee, for all required meetings of the committees.
- Serves as an alternate member for all committees
- Works with General Manager or designee to develop regular meeting agenda and topics for discussion.
- Ensure that all board members comply with State requirements for public governance, including ethics and harassment training.
- Work with governing board and General Manager or designee to have conflict of interest forms filled out and submitted (form 700).

VICE CHAIRPERSON

Function:

In the absence or disability of Chairperson, the Vice Chairperson shall exercise all of the Chairperson responsibilities.

Reports To:

The Vice Chairperson reports to the Chairperson and in the event of Chairperson absence, will report to the General Manager or designee.

Authority:

Carry out the work approved by the Board and under the direction of the chairperson.

Responsibility:

- Presides over meetings when chairperson is unavailable
- Assist with policy development process
- Participates in meetings and committees
- Oversees projects as directed by chairperson

BOARD SECRETARY

Function:

The secretary shall review all Board meeting minutes and correspondence with staff.

Reports To:

The secretary is to report to the GSD chairperson.

Authority:

To ensure all necessary documents required by law are completed and submitted on time.

Responsibility:

- Ensures accurate recording of motions, minutes and other actions taken by the Board of Directors.
- Read all correspondence at regular meeting
- Ensure that a file is maintained accurately of board meeting minutes, along with record of other meetings as requested by Chairperson.
- Participate as necessary in meetings and committees

TREASURER

Function:

The Treasurer is the official reviewer of District funds, which includes budget oversight and reimbursement.

Reports To:

The Treasurer reports to the Chairperson and Board

Authority:

The Treasurer will participate with Chairperson along with General Manager or designee to approve or deny reimbursement requests by District Board Members per District policy. The Treasurer is the chairperson of the Fiscal Committee.

Responsibility:

- Review financials and report as needed
- Serves as chair of Budget committee
- Participates in committee meetings
- Assists as needed for audit

DUTIES OF BOARD MEMBERS

Function:

Establish and revise policy as appropriate under direction of the Chairperson

Reports To:

Board members report to the Chairperson and to the committees which they participate in.

Authority:

Carry out the programs and assignments which have been approved by the Board and under the direction of the Chairperson.

Responsibility:

- Attend Board meetings and functions of the District
- Assist in developing Board policy and ordinances
- Participate in Board activities, committees and projects
- Participate in the community represented by District with a positive attitude

Sec 14.5 Drought Contingency Plan.

During drought conditions as identified by the State of California, Humboldt County or Garberville Sanitary District, the Drought Contingency Plan will go into effect immediately.

This plan will be implemented by Garberville Sanitary District and the public will be made aware of this plan through the media and customer outreach.

Customers will be required to conserve water including but not limited to gallons per day water usage and if they don't comply, may be fined for gallons of water used above the maximum allowed.

Customers that require water for agricultural or outdoor use during Summer months will be required to have adequate water storage to meet their demands, in the event of a drought or repairs because on (Phase 2) of the Drought Contingency Plan, water will be disconnected or restricted for outdoor use.

Those Customers who choose not to have water storage may have water disconnected during drought events or repairs to distribution system **which is why it is recommended to have enough storage for your personal use.**

Customers who disregard the drought phases will be in violation and subject to fines which begin at \$100 per occurrence/day beginning with (phase 2-4) and can result in water disconnection with a \$1,000 reconnection fee for continued violations over 5 days. The fine will be determined by the General Manager or designee under the direction of the Governing Board. Any enforcement action can be appealed to the GSD Board of Directors at a regularly scheduled meeting.

1. **1st phase** of drought conservation plan will require all customers to voluntarily reduce water consumption. (10cfs) in South Fork of Eel River
2nd phase will be to stop all outdoor watering for everything except animals, vegetables, or fruit. **No watering lawn, washing cars, sidewalks, etc.** (7cfs)
3rd phase will require only using water on specific days, designated by GSD (5cfs).
4th phase requires all customers to only use water for health and safety, with no outside watering (4cfs)
2. Continual updates to customers will educate and inform of conditions
3. Ongoing: develop alternative water sources including, wells, springs, shared water with neighboring water districts including water hauling.
4. Ongoing: gray water education for irrigation
5. Ongoing: educate customers on personal water storage opportunities and conservation measures
6. Ongoing: leak monitoring and repairs
7. Ongoing: build additional water storage tanks or ponds
8. Identify all diversions from the river or GSD distribution system and report to law enforcement.

Ongoing: Participate in all drought planning forums to share ideas and planning strategies while developing partnerships on collaborative water projects and funding opportunities

RESOLUTION 21-013
THIS RESOLUTION AUTHORIZES THE GARBERVILLE SANITARY
DISTRICT TO CHANGE WATER ORDINANCE,
SEC. 14.5 DROUGHT CONTINGENCY PLAN

A. WHEREAS, It has been determined that the Garberville Sanitary District will change Water Ordinance Sec. 14.5, Drought Contingency Plan.

B. WHEREAS, Resolution 21-013 allows the Board to make appropriate changes to this Ordinance and give clear direction to customers and staff, the various types of water service affected by drought conditions which includes but not limited to residential, commercial, multi-family, agricultural and commercial agricultural.

C. WHEREAS, This Resolution explains that it violates GSD Ordinance when you use a residential water meter for commercial agricultural use which includes cannabis during phase 2-4 of the drought contingency plan.

D. WHEREAS, The adaption of Resolution 21-013 will take effect immediately and explains the conditions of the Drought Contingency Plan, along with enforcement actions.

E. WHEREAS, This updated water ordinance also addresses the factors which initiate drought planning, along with the action phases that are initiated by the CFS in the river.

F. WHEREAS, The Drought Contingency Plan listed below will replace the existing ordinance upon Board approval.

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 8. Identify all diversions from the river or GSD distribution system and report to law enforcement.
- Ongoing: Participate in all drought planning forums to share ideas and planning strategies while developing partnerships on collaborative water projects and funding opportunities

NOW, THEREFORE LET IT BE KNOWN THAT, THE BOARD OF DIRECTORS OF THE GARBERVILLE SANITARY DISTRICT APPROVES CHANGING THE WATER ORDINANCE, SEC. 14.5 DROUGHT PLAN AND ENFORCEMENT

RESOLUTION 21-013 WAS PASSED, APPROVED AND ADOPTED THIS 21st DAY OF DECEMBER 2021 BY THE FOLLOWING ROLL CALL VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

Doug Bryan, Board Chairperson

ATTEST:

Ralph Emerson, General Manager