

**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: July 27, 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 Closed Session Items)**

**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 Pg. 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*



**C. POLICY REVISION / ADOPTION**

C.1 Water Use Ordinance-Sec 15.9-Commercial Ag Water  
(discussion-action requested) 3<sup>rd</sup> reading (resolution 21-007)

pg. 29-33

**IX. CLOSED SESSION**

Pursuant to Government Code Section –No Closed Session

**X. RETURN TO OPEN SESSION**

Report of any actions taken in Closed Session

**XI. ITEMS FOR NEXT BOARD MEETING**

1. Drought and River Conditions
2. Projects and Funding Update
3. Update on infrastructure Improvements
4. Board Member Vacancy
- 5.

**XII. ADJOURNMENT**

Posting of Notice at the District Office no later than Date: **July 24<sup>th</sup>, 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](mailto:remerson@garbervillesd.org)

## GENERAL MANAGER REPORT

Date: July 27<sup>th</sup>, 2021

We have not received any inquiries for the open GSD Board vacancy so we will continue to advertise and solicit potential candidates that are involved with the community and have an interest in governing GSD with the Board and staff.

There have been power outages, loss of internet at the water treatment facility, equipment malfunctions, water leaks, fires and staff worked together to make repairs, maintain safe drinking water and provide 24hr service. I cannot Thank Brian, Mary, Dan and Rick enough for being available and assisting each other, while doing whatever is needed to provide excellent customer service and professionalism in their duties at GSD.

I have been working with legal counsel, Jennie and Mary on past due accounts and developing a plan for high water users during drought conditions. We will be discussing these items in the agenda.

There is a flood of information coming from the State and County about water demand, water availability, restrictions, reporting mandates and still denying funding for Special Districts because the Governor feels we can just magically raise rates on “paying customers” to offset the deficit of “non-paying customers”.

This irresponsible decision making is hurting those who pay their bills while rewarding those who don't and to add insult to injury, the State is giving money to every public agency that is not a special district.

I have sent multiple letters and emails to our local representatives and Newsom's office, which have produced a few phone calls but no action.

Respectfully Submitted:

Ralph Emerson



# GARBERVILLE SANITARY DISTRICT

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

## BOARD AGENDA MEMORANDUM - Consent Item

Meeting Date: July 27, 2021  
 To: Garberville Sanitary District Board of Directors  
 From: Jennie Short, Consultant Project Manager  
 Subject: May 2021 Financial Statements

### GENERAL OVERVIEW AND FINANCIAL CONSIDERATIONS

The attached Financial Statements are for May 2021.

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)	1,065,045.00	936,768.43	932,713.11	4,055.32	😊
Total Expense (excl. Depreciation)	843,336.78	775,781.85	768,397.16	7,384.69	😞
Net Income (excl. Depreciation)	221,708.22	160,986.58	164,315.95	(3,329.37)	😊
Payroll	426,040.00	381,976.27	387,786.74	(5,810.47)	😊
Repair & Maintenance + Supplies	102,200.00	93,052.59	93,725.00	(672.41)	😊

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

- Operational revenues are **OVER** the budgeted amount by \$ 5,707.03. Operational expenses are \$5,646.64 **OVER** budget.
- Net cash **DECREASE** for May is \$ (13,030.85) and the year to date is a net cash **DECREASE** of \$ (25,413.22).
- Total payments on loans so far this year total \$ 84,560.15 of a budgeted year-end total of \$125,158.
- Total payroll costs are tracking very close to the budget.

- The repair and maintenance plus supplies expenses are \$ 672.41 **UNDER** the YTD budgeted amount, but is still \$15,868.50 under the total annual budget amount.
- Expenditures for fixed asset acquisition so far this year total **\$98,811.98** which includes \$65,000 for the backhoe which was offset by the \$60,000 RCAC loan. The projects anticipated were:

Asset Description	Amount Budgeted	Amount Spent
Robertson + Wallen Tank Replacement - SRF Grant App	2,000	6,667.00
Meadows Aerial Waterline SRF Grant/Loan	0	610.00
Bear Canyon Sewer Aerial Preliminary Design	5,000	483.75
Hurlbutt Tank Replacement - SRF	0	2,348.00
Utility Trailer	7,000	12,239.420
BS Headworks - pump controls	10,000	0
Sunnybank Telemetry	5,000	0
Unspecified	25,000	0
Backhoe		65,000.00
Backhoe Bucket & Pins, Pallet Forks	0	1,814.50
Pumps		502.81
SWTP Filter Media		9,146.50
Total:	54,000	98,811.98

## RECOMMENDED BOARD ACTIONS

Review the preliminary reports and approve them with the consent agenda.

## ATTACHMENTS

1. Statement of Cash Flows - Current Month and Fiscal Year to Date
2. Balance Sheet with Comparison = Current month and Fiscal Year ending June 30, 2020.
3. Revenue and Expense Report - Combined Report for Water & Sewer containing current month actual, fiscal year to date actual, and annual budget
4. Check Register Report for all checks issued in May

**GARBERVILLE SANITARY DISTRICT**  
**Statement of Cash Flows Report for Board**  
 July 2020 through May 2021

	Year to Date 11 Months	Current Month May 2021
<b>OPERATING ACTIVITIES</b>		
Net Income	(274,469.43)	(22,611.75)
Adjustments to reconcile Net Income to net cash provided by operations:		
11000 · Accounts Receivable - Other	2,146.21	612.49
1100 · Accounts Receivable	(11,926.17)	(13,735.36)
1110 · Accts Receivable Over Payments	739.34	182.63
1500 · Prepaid Insurance	(2,727.68)	3,826.86
1501 · Prepaid Workers Comp	(2,029.80)	646.43
1510 · Prepaid Licenses and Permits	(2,346.25)	2,346.25
2000 · Accounts Payable	(9,383.32)	(9,855.27)
20000 · Account Payable	2,100.00	
2300 · Service Deposits	400.00	300.00
2238 · SWRCB Settlement	(40,000.00)	
Net cash provided by Operating Activities	(337,497.10)	(38,287.72)
<b>INVESTING ACTIVITIES</b>		
Equipment	(79,053.92)	(12,239.42)
Accumulated Depreciation-Water	281,721.88	25,611.08
Accumulated Depreciation-Sewer	153,734.13	13,975.83
CIP-Hurlbutt Tank Replacement	(2,348.00)	(420.00)
CIP- Bear Canyon Sewerline	(483.75)	
CIP - Meadows Aerial Waterline	(610.00)	(70.00)
CIP - Wallan & Robertson Tank	(6,667.00)	
WATER:Treatment	(9,146.50)	
WATER:Pumps	(502.81)	
Net cash provided by Investing Activities	336,644.03	26,857.49
<b>FINANCING ACTIVITIES</b>		
2500 · N/P - SWRCB	(24,103.28)	
2605 · RCAC Loan #6200-GSD-02	(23,296.92)	
2700 · SRF Loan - Water	(22,991.18)	
2665 · RCAC Loan - #0998 Backhoe	45,831.23	(1,600.62)
Net cash provided by Financing Activities	(24,560.15)	(1,600.62)
Net cash increase for period	(25,413.22)	(13,030.85)
Cash at beginning of period	823,078.76	810,696.39
Cash at end of period	797,665.54	797,665.54

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

As of May 31, 2021

	Jun 30, 20	May 31, 21	Difference
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
1005 · Umpqua Checking - Operating	84,661.03	91,074.74	6,413.71
1006 · Umpqua System Reserve - Water	25,806.44	5,809.18	(19,997.26)
1007 · Umpqua System Reserve - Sewer	31,266.46	1,267.13	(29,999.33)
1011 · Water Enterprise Fund	46,804.01	46,825.73	21.72
1030 · County Treasury - Sewer Reserve	444,956.82	462,089.60	17,132.78
1031 · County Treasury - Water Reserve	189,330.09	190,318.05	987.96
1040 · Petty Cash	39.51	39.51	0.00
1050 · Cash Drawer	214.40	241.60	27.20
<b>Total Checking/Savings</b>	<b>823,078.76</b>	<b>797,665.54</b>	<b>(25,413.22)</b>
Accounts Receivable			
11000 · Accounts Receivable - Other	5,423.63	3,277.42	(2,146.21)
<b>Total Accounts Receivable</b>	<b>5,423.63</b>	<b>3,277.42</b>	<b>(2,146.21)</b>
Other Current Assets			
1100 · Accounts Receivable			
1110 · Accts Receivable Over Payments	(1,688.68)	(2,428.02)	(739.34)
1100 · Accounts Receivable - Other	112,393.96	124,320.13	11,926.17
<b>Total 1100 · Accounts Receivable</b>	<b>110,705.28</b>	<b>121,892.11</b>	<b>11,186.83</b>
1500 · Prepaid Insurance	3,439.66		(3,439.66)
1501 · Prepaid Workers Comp	0.00	2,029.80	2,029.80
1510 · Prepaid Licenses and Permits	0.00	2,346.25	2,346.25
1550 · Allowance for Doubtful Accounts	(5,000.00)	(5,000.00)	0.00
<b>Total Other Current Assets</b>	<b>109,144.94</b>	<b>127,435.50</b>	<b>18,290.56</b>
<b>Total Current Assets</b>	<b>937,647.33</b>	<b>928,378.46</b>	<b>(9,268.87)</b>
Fixed Assets			
CIP-Hurlbutt Tank Replacement	0.00	2,348.00	2,348.00
CIP- Bear Canyon Sewerline	280.00	763.75	483.75
CIP - Meadows Aerial Waterline	5,441.76	6,051.76	610.00
CIP - Wallan & Robertson Tank	18,368.48	25,035.48	6,667.00
<b>WATER</b>			
Land - Water	94,594.62	94,594.62	0.00
Water Easements & Intangibles	177,397.11	177,397.11	0.00
Treatment	70,773.43	79,919.93	9,146.50
Distribution	2,804,484.17	2,804,484.17	0.00
Pumps	2,909.87	3,412.68	502.81
DWTP (Water) 2015	4,968,104.88	4,968,104.88	0.00
<b>Total WATER</b>	<b>8,118,264.08</b>	<b>8,127,913.39</b>	<b>9,649.31</b>
<b>Water System</b>	<b>142,474.97</b>	<b>142,474.97</b>	<b>0.00</b>



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

As of May 31, 2021

	Jun 30, 20	May 31, 21	Difference	
<b>SEWER</b>				
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	
<b>Total SEWER</b>	<b>5,834,103.05</b>	<b>5,834,103.05</b>	<b>0.00</b>	
Office Equipment	38,244.29	38,244.29	0.00	
Equipment	158,306.60	237,360.52	79,053.92	Backhoe
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	(2,188,691.30)	(2,470,413.18)	(281,721.88)	
Accumulated Depreciation-Sewer	(2,173,303.10)	(2,327,037.23)	(153,734.13)	
<b>Total Fixed Assets</b>	<b>10,232,061.90</b>	<b>9,895,417.87</b>	<b>(336,644.03)</b>	
<b>TOTAL ASSETS</b>	<b>11,169,709.23</b>	<b>10,823,796.33</b>	<b>(345,912.90)</b>	
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2000 · Accounts Payable	34,297.40	24,914.08	(9,383.32)	
<b>Total Accounts Payable</b>	<b>34,297.40</b>	<b>24,914.08</b>	<b>(9,383.32)</b>	
<b>Other Current Liabilities</b>				
2300 · Service Deposits	6,600.00	7,000.00	400.00	
20000 · Account Payable	0.00	2,100.00	2,100.00	
2205 · Accrued Simple	(101.46)	(101.46)	0.00	
2230 · Accrued Vacation	33,096.87	33,096.87	0.00	
2238 · SWRCB Settlement	40,000.00		(40,000.00)	Paid Fine
2250 · Loans Payable - Current Portion	70,391.37	70,391.37	0.00	
<b>Total Other Current Liabilities</b>	<b>149,986.78</b>	<b>112,486.78</b>	<b>(37,500.00)</b>	
<b>Long Term Liabilities</b>				
2665 · RCAC Loan - #0998 Backhoe	0.00	45,831.23	45,831.23	\$60k - pmts
2500 · N/P - SWRCB	99,343.91	75,240.63	(24,103.28)	1 of 1 pmts
2605 · RCAC Loan #6200-GSD-02	23,296.92	0.00	(23,296.92)	Paid Off
2700 · SRF Loan - Water	1,172,550.38	1,149,559.20	(22,991.18)	1 of 2 pmts
2900 · Less Current Portion	(70,391.37)	(70,391.37)	0.00	
<b>Total Long Term Liabilities</b>	<b>1,224,799.84</b>	<b>1,200,239.69</b>	<b>(24,560.15)</b>	
<b>Total Liabilities</b>	<b>1,409,084.02</b>	<b>1,337,640.55</b>	<b>(71,443.47)</b>	
<b>Equity</b>				
3000 · Contributed Capital	6,129,491.75	6,129,491.75	0.00	
3100 · Retained Earnings	4,080,715.76	3,631,133.46	(449,582.30)	
Net Income	(449,582.30)	(274,469.43)	175,112.87	
<b>Total Equity</b>	<b>9,760,625.21</b>	<b>9,486,155.78</b>	<b>(274,469.43)</b>	
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>11,169,709.23</b>	<b>10,823,796.33</b>	<b>(345,912.90)</b>	

**GARBERVILLE SANITARY DISTRICT**  
**Combined Revenue Expense Report for Board**  
**May 2021**

	Current Month May 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
Ordinary Income/Expense					
Income					
Water Charges					
4100 · Residential	24,727.00	281,046.44	306,390.58	340,125.00	-25,344.14
4110 · Commercial	22,975.00	242,192.30	211,189.67	234,375.00	31,002.63
Total Water Charges	47,702.00	523,238.74	517,580.25	574,500.00	5,658.49
4200 · Sewer Charges	35,291.60	379,716.59	379,089.56	421,125.00	627.03
4300 · Connection Fees	0.00	8,000.00	8,000.00	24,000.00	0.00
4650 · Late Charges	1,545.00	3,030.00	2,333.30	4,000.00	696.70
4700 · Other Operating Revenue	0.00	2,724.81	4,000.00	5,000.00	-1,275.19
Total Income	84,538.60	916,710.14	911,003.11	1,028,625.00	5,707.03
Gross Profit	84,538.60	916,710.14	911,003.11	1,028,625.00	5,707.03
Expense					
Administrative and General					
5025 - Discount Program	155.00	845.00	3,300.00	3,600.00	-2,455.00
5000 · Advertising	0.00	0.00	0.00	350.00	0.00
5005 · Bad Debts	0.00	5,414.45	1,750.00	3,500.00	3,664.45
5010 · Bank Charges					
5012 · Merchant Account Fees	238.18	3,235.86	2,750.00	3,000.00	485.86
5010 · Bank Charges - Other	148.22	1,736.03	1,833.26	2,000.00	-97.23
Total 5010 · Bank Charges	386.40	4,971.89	4,583.26	5,000.00	388.63
5020 · Directors Fees	0.00	1,950.00	2,000.00	2,000.00	-50.00
5030 · Dues and Memberships	0.00	4,019.22	3,666.74	4,000.00	352.48
5035 · Education and Training	525.00	1,530.21	2,750.00	3,000.00	-1,219.79
5036 · Education and Training - B.O.D.	0.00	0.00	275.00	300.00	-275.00
Insurance					
5040 · Liability	3,826.86	40,226.82	38,468.10	41,965.14	1,758.72
5050 · Workers' Comp	646.43	7,444.95	8,470.00	9,240.00	-1,025.05
5055 · Health					
5055.1 · Employee Portion	-746.24	-7,384.21	-6,691.74	-7,300.00	-692.47
5055 · Health - Other	3,778.56	39,869.66	37,065.38	40,435.00	2,804.28
Total 5055 · Health	3,032.32	32,485.45	30,373.64	33,135.00	2,111.81
Total Insurance	7,505.61	80,157.22	77,311.74	84,340.14	2,845.48
5060 · Licenses, Permits, and Fees	2,346.25	27,030.38	22,458.37	24,500.00	4,572.01
5065 · Auto	0.00	2,037.22	2,000.00	2,000.00	37.22
5070 · Miscellaneous	0.00	12.44	100.00	100.00	-87.56
5080 · Office Expense	1,299.27	11,490.00	6,616.74	7,000.00	4,873.26
5085 · Outside Services	437.25	6,709.16	7,929.24	8,650.00	-1,220.08
5090 · Payroll Taxes	2,155.10	25,345.03	28,205.87	30,770.00	-2,860.84
5100 · Postage	113.22	2,625.46	2,566.74	2,800.00	58.72
5110 · Professional Fees					
TA Project	0.00	1,225.00			1,225.00
SWRCB Complaint	0.00	700.50			700.50
5110 · Professional Fees - Other	4,865.00	71,505.25	74,433.26	81,200.00	-2,928.01
Total 5110 · Professional Fees	4,865.00	73,430.75	74,433.26	81,200.00	-1,002.51
5120 · Property Taxes	0.00	0.00	50.00	50.00	-50.00
5125 · Repairs and Maintenance	0.00	13.55	500.00	500.00	-486.45

**GARBERVILLE SANITARY DISTRICT**  
**Combined Revenue Expense Report for Board**  
**May 2021**

	Current Month May 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
5130 · Rents	0.00	8,370.00	9,185.00	10,020.00	-815.00
5135 · Retirement	672.52	7,663.55	7,356.36	8,025.00	307.19
5137 · Supplies	139.62	874.43	1,100.00	1,200.00	-225.57
5140 · Telephone	822.46	10,775.38	10,197.88	11,125.00	577.50
5145 · Tools	41.45	5,003.60	1,833.26	2,000.00	3,170.34
5150 · Travel and Meetings	0.00	568.67	1,000.00	1,000.00	-431.33
5155 · Utilities	151.21	2,306.39	5,041.74	5,500.00	-2,735.35
5160 · Wages					
5165 · Wages - Overtime	444.00	8,198.24	3,208.26	3,500.00	4,989.98
5160 · Wages - Other	11,270.22	144,853.35	152,666.36	166,545.00	-7,813.01
Total 5160 · Wages	11,714.22	153,051.59	155,874.62	170,045.00	-2,823.03
5170 · Vacation Accrual Adjustment	0.00	0.00	0.00	3,000.00	0.00
<b>Total Administrative and General</b>	<b>33,329.58</b>	<b>436,195.59</b>	<b>432,085.82</b>	<b>475,575.14</b>	<b>4,109.77</b>
<b>Sewage Collection</b>					
6010 · Fuel	246.62	2,046.54	2,750.00	3,000.00	-703.46
6030 · Repairs and Maintenance	0.00	17,907.48	13,750.00	15,000.00	4,157.48
6040 · Supplies	0.00	178.36	2,750.00	3,000.00	-2,571.64
6050 · Utilities	343.36	3,759.73	2,750.00	3,000.00	1,009.73
6060 · Wages					
6065 · Wages - Overtime Sewer Collecti	546.00	1,143.50	3,666.63	4,000.00	-2,523.13
6060 · Wages - Other	2,827.02	30,740.21	30,415.00	33,180.00	325.21
Total 6060 · Wages	3,373.02	31,883.71	34,081.63	37,180.00	-2,197.92
<b>Total Sewage Collection</b>	<b>3,963.00</b>	<b>55,775.82</b>	<b>56,081.63</b>	<b>61,180.00</b>	<b>-305.81</b>
<b>Sewage Treatment</b>					
6075 · Fuel	246.62	2,046.54	2,750.00	3,000.00	-703.46
6080 · Monitoring	1,970.00	5,745.00	6,416.63	7,000.00	-671.63
6100 · Repairs and Maintenance	418.15	2,533.91	13,750.00	15,000.00	-11,216.09
6110 · Supplies	1,481.19	4,390.89	8,250.00	9,000.00	-3,859.11
6120 · Utilities	782.38	8,556.77	8,433.37	9,200.00	123.40
6130 · Wages					
6135 · Wages - Overtime Sewer Treatmer	372.00	527.00	916.63	1,000.00	-389.63
6130 · Wages - Other	4,333.00	40,481.06	33,155.87	36,170.00	7,325.19
Total 6130 · Wages	4,705.00	41,008.06	34,072.50	37,170.00	6,935.56
<b>Total Sewage Treatment</b>	<b>9,603.34</b>	<b>64,281.17</b>	<b>73,672.50</b>	<b>80,370.00</b>	<b>-9,391.33</b>
<b>Water Trans and Distribution</b>					
7075 · Fuel	246.62	2,046.54	2,750.00	3,000.00	-703.46
7090 · Repairs and Maintenance	3,200.93	47,291.50	18,333.37	20,000.00	28,958.13
7100 · Supplies	0.00	2,512.51	9,166.63	10,000.00	-6,654.12
7110 · Utilities	747.96	9,255.78	5,500.00	6,000.00	3,755.78
7120 · Wages					
7125 · Wages - Overtime Water Trans &	723.00	3,921.50	6,416.63	7,000.00	-2,495.13
7120 · Wages - Other	4,144.52	41,560.42	37,212.12	40,595.00	4,348.30
Total 7120 · Wages	4,867.52	45,481.92	43,628.75	47,595.00	1,853.17
<b>Total Water Trans and Distribution</b>	<b>9,063.03</b>	<b>106,588.25</b>	<b>79,378.75</b>	<b>86,595.00</b>	<b>27,209.50</b>
<b>Water Treatment</b>					
7020 · Fuel	246.63	2,046.69	2,750.00	3,000.00	-703.31
7010 · Monitoring	175.00	3,135.00	3,666.63	4,000.00	-531.63

**GARBERVILLE SANITARY DISTRICT**  
**Combined Revenue Expense Report for Board**  
**May 2021**

	Current Month May 2021	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
7030 · Repairs and Maintenance	0.00	7,939.78	13,291.63	14,500.00	-5,351.85
7040 · Supplies	1,481.20	9,410.18	12,833.37	14,000.00	-3,423.19
7050 · Utilities	6,391.07	45,229.22	43,083.37	47,000.00	2,145.85
7060 · Wages					
7065 · Wages - Overtime Water Treatmer	0.00	4,211.25	5,500.00	6,000.00	-1,288.75
7060 · Wages - Other	2,645.24	33,400.76	40,223.37	43,880.00	-6,822.61
Total 7060 · Wages	2,645.24	37,612.01	45,723.37	49,880.00	-8,111.36
Total Water Treatment	10,939.14	105,372.88	121,348.37	132,380.00	-15,975.49
Total Expense	66,898.09	768,213.71	762,567.07	836,100.14	5,646.64
Net Ordinary Income	17,640.51	148,496.43	148,436.04	192,524.86	60.39
Other Income/Expense					
Other Income					
Property Tax Revenue					
8010 · Secured	0.00	14,307.79	12,750.00	25,500.00	1,557.79
8020 · Unsecured	0.00	1,028.88	950.00	1,900.00	78.88
8025 · Prior Years	0.00	11.37	5.00	10.00	6.37
8030 · Supplemental - Current	0.00	144.06	125.00	250.00	19.06
8035 · Supplemental - Prior Years	0.00	65.80	25.00	50.00	40.80
Total Property Tax Revenue	0.00	15,557.90	13,855.00	27,710.00	1,702.90
8060 · Interest Income	2.28	2,837.50	5,500.00	6,000.00	-2,662.50
8070 · Other Non-Operating Revenue	650.00	1,509.92	2,200.00	2,400.00	-690.08
9030 · Homeowners' Tax Relief	0.00	152.97	155.00	310.00	-2.03
Total Other Income	652.28	20,058.29	21,710.00	36,420.00	-1,651.71
Other Expense					
9010 · Other Expenses	1,120.00	2,524.01	1,833.26	2,000.00	690.75
9040 · Depreciation	39,586.91	435,456.01	449,166.74	490,000.00	-13,710.73
9050 · Interest Expense	197.63	5,044.13	3,996.83	5,236.64	1,047.30
Total Other Expense	40,904.54	443,024.15	454,996.83	497,236.64	-11,972.68
Net Other Income	-40,252.26	-422,965.86	-433,286.83	-460,816.64	10,320.97
Net Income	-22,611.75	-274,469.43	-284,850.79	-268,291.78	10,381.36

**GARBERVILLE SANITARY DISTRICT**  
**Check Register Report for Board**  
 May 2021

Date	Num	Memo	Amount
<b>101 Netlink</b>			
05/19/2021	11013		-180.00
Total 101 Netlink			-180.00
<b>Blue Star Gas</b>			
05/24/2021	11024		-11.00
Total Blue Star Gas			-11.00
<b>Brian Miller</b>			
05/11/2021	11004		-121.41
05/27/2021	11032		-166.50
Total Brian Miller			-287.91
<b>Capital Bank &amp; Trust</b>			
05/04/2021	EFT	557880519	-784.94
05/04/2021	EFT	025158148	-321.21
05/20/2021	EFT	557880519	-866.80
05/20/2021	EFT	025158148	-351.31
Total Capital Bank & Trust			-2,324.26
<b>CSDA</b>			
05/11/2021	DBT		-525.00
Total CSDA			-525.00
<b>Dan Arreguin</b>			
05/05/2021	11001		-271.59
05/19/2021	11015		-159.98
Total Dan Arreguin			-431.57
<b>Dazey's Building Center</b>			
05/20/2021	11021		-527.11
Total Dazey's Building Center			-527.11
<b>EDD</b>			
05/04/2021	EFT	499-0538-3	-667.52
05/04/2021	EFT	499-0538-3	-38.02
05/20/2021	EFT	499-0538-3	-799.77
05/20/2021	EFT	499-0538-3	-28.23
Total EDD			-1,533.54

**GARBERVILLE SANITARY DISTRICT**  
**Check Register Report for Board**  
 May 2021

Date	Num	Memo	Amount
<b>Frontier Communications</b>			
05/26/2021	11026		-70.08
Total Frontier Communications			-70.08
<b>Harland Clarke Check Order</b>			
05/05/2021			-282.07
Total Harland Clarke Check Order			-282.07
<b>HughesNet</b>			
05/13/2021	DBT		-104.29
Total HughesNet			-104.29
<b>I.M.S. Consulting</b>			
05/26/2021	11030		-1,500.00
Total I.M.S. Consulting			-1,500.00
<b>IRS</b>			
05/04/2021	EFT	68-0296323	-3,156.42
05/20/2021	EFT	68-0296323	-3,458.28
Total IRS			-6,614.70
<b>Jamie Corsetti, CPA, Inc</b>			
05/12/2021	11005		-460.00
Total Jamie Corsetti, CPA, Inc			-460.00
<b>Jennie Short</b>			
05/05/2021	10972		-9,663.50
Total Jennie Short			-9,663.50
<b>MPW Industrial Services</b>			
05/19/2021	11011		-9,146.50
Total MPW Industrial Services			-9,146.50
<b>Nor Cal Rental &amp; Sales</b>			
05/27/2021	11031		-12,239.42
Total Nor Cal Rental & Sales			-12,239.42

**GARBERVILLE SANITARY DISTRICT**  
**Check Register Report for Board**  
 May 2021

Date	Num	Memo	Amount
<b>North Coast Laboratories Ltd.</b>			
05/12/2021	11006		-615.00
05/26/2021	11027		-280.00
05/26/2021	11029		-90.00
Total North Coast Laboratories Ltd.			-985.00
<b>PACE Supply</b>			
05/13/2021	11008		-190.65
Total PACE Supply			-190.65
<b>PG&amp;E</b>			
05/13/2021	11009		-8,251.96
Total PG&E			-8,251.96
<b>Pitney Bowes Purchase Power</b>			
05/19/2021	11014		-113.22
Total Pitney Bowes Purchase Power			-113.22
<b>QuickBooks</b>			
05/18/2021	DBT		-979.40
Total QuickBooks			-979.40
<b>Recology Humboldt County</b>			
05/24/2021	11025		-24.00
Total Recology Humboldt County			-24.00
<b>Redway Feed &amp; Supply</b>			
05/05/2021	DBT		-22.99
05/12/2021	DBT		-52.68
Total Redway Feed & Supply			-75.67
<b>Redwood Merchant Services</b>			
05/02/2021	11101		-120.90
05/31/2021			-144.18
Total Redwood Merchant Services			-265.08
<b>RENNER</b>			
05/10/2021	DBT		-986.49
Total RENNER			-986.49

**GARBERVILLE SANITARY DISTRICT**  
**Check Register Report for Board**  
 May 2021

Date	Num	Memo	Amount
<b>Rural Community Assistance Prog - Backhoe</b>			
05/01/2021	DBT		-1,798.25
Total Rural Community Assistance Prog - Backhoe			-1,798.25
<b>SDRMA</b>			
05/12/2021	11000		-3,440.20
05/26/2021	11028		-338.36
Total SDRMA			-3,778.56
<b>Streamline Inc</b>			
05/20/2021	11022		-100.00
Total Streamline Inc			-100.00
<b>The Mitchell Law Firm, LLP</b>			
05/13/2021	11010		-2,114.50
Total The Mitchell Law Firm, LLP			-2,114.50
<b>Umpqua Bank</b>			
05/14/2021	11102		-150.66
Total Umpqua Bank			-150.66
<b>US Cellular</b>			
05/10/2021	11003		-214.71
Total US Cellular			-214.71
<b>Wyatt &amp; Whitchurch, E.A. Inc.</b>			
05/12/2021	11007		-565.00
Total Wyatt & Whitchurch, E.A. Inc.			-565.00
<b>WYCKOFF'S Inc</b>			
05/17/2021	11012		-18.51
Total WYCKOFF'S Inc			-18.51
<b>Arreguin, Daniel J</b>			
05/04/2021	10995		-2,672.89
05/20/2021	11016		-2,857.30
Total Arreguin, Daniel J			-5,530.19



**GARBERVILLE SANITARY DISTRICT**  
**Check Register Report for Board**  
May 2021

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Date	Num	Memo	Amount
<b>Emerson, Ralph K</b>			
05/04/2021	10996		-2,727.47
05/20/2021	11017		-2,727.47
Total Emerson, Ralph K			-5,454.94
<b>Miller, Brian A</b>			
05/04/2021	10997		-1,843.53
05/20/2021	11018		-2,130.69
Total Miller, Brian A			-3,974.22
<b>Nieto, Mary</b>			
05/04/2021	10998		-1,415.60
05/20/2021	11019		-1,339.68
Total Nieto, Mary			-2,755.28
<b>Ruiz, Ricardo</b>			
05/04/2021	10999		-679.22
05/20/2021	11020		-520.03
Total Ruiz, Ricardo			-1,199.25
<b>TOTAL</b>			<b>-85,426.49</b>

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

**Date of Meeting: June 22, 2021**

**5:00 p.m. – Open Public Session**

**I. REGULAR MEETING CALLED TO ORDER**

**5:00 p.m.**

**II. ESTABLISHMENT OF QUORUM**

**Rio Anderson- Present  
Doug Bryan- Present  
Julie Lyon- Present  
Dan Thomas- Present**

**III. APPROVAL OF AGENDA**

**Motion: Julie Lyon                      Second: Dan Thomas                      Vote: 4-0**

**IV. CLOSED SESSION---comments on closed session item**

CONFERENCE WITH LEGAL COUNSEL— CONSIDER INITIATION OF LITIGATION (California Government Code Section 54956.9(d)(4)). One (1) Case.

**V. OPEN SESSION**

**No reportable action taken from closed 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.**

**No additional statements were made from Ralph about his GM report.**

**VIII. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

**A.1    Approve Financials Date April 2021 - HANDOUT**

**A.2    Approve Date: May 25<sup>th</sup>, 2021 Regular Meeting Minutes - pg. 5-7**

**A.3    Operations Safety Report- pg. 8-9**

**Motion: Dan Thomas                      Second: Julie Lyon                      Vote: 4-0**

**B. GENERAL BUSINESS – Action items**

B.1 Final Budget Proposal and Presentation Year 2021-2022  
(action requested) Presentation by Jennie Short

**Adopt the Fiscal 2021/22 Budget**

**Motion: Dan Thomas Second: Julie Lyon Vote: 4-0**

**Confirm the implementation of the fiscal year 2021/22 rate increase. Amend the action to not increase the 3<sup>rd</sup> tier residential rates.**

**Motion: Dan Thomas Second: Rio Anderson Vote: 4-0**

**Approve the transfer of county funds in the amount of \$100,000.**

**Motion: Julie Lyon Second: Dan Thomas Vote: 4-0**

B.2 Update on SHCP Request for Potable Water and Hearing  
(discussion-possible action) Jennie Short Update

**The public hearing was on June 15, 2021.**

**Closing statements must be turned in by July 2, 2021.**

B.3 Drought and River Conditions-Plan Update  
(discussion-possible action)

**The GM is preparing a letter to go out to all the high water customers in the District. Staff will be handing out drought flyers to all the customers.**

B.4 Advertise for New Board Member  
(discussion-possible action)

**Motion: Dan Thomas Second: Rio Anderson Vote: 4-0**

**The Board approved the poster advertising for a new Board member. One modification was made to the letter at the meeting.**

B.5 Incorporated Municipality Process  
(discussion-possible action)

**Rio Anderson will provide a list of services he would be interested in the District taking over. More research needs to be done on the Municipality process.**

B.6 Rates-Tiers and Possible Changes  
(discussion—possible action) Update from Staff

**TABLE**

B.7 Town Square Restroom Management  
(discussion-possible action)

**Amend the agenda to move B.7 to B.3.**

**Motion: Dan Thomas Second: Rio Anderson Vote: 4-0**

**The Board was presented with a request to have the District take over the responsibility of the public restroom. The District cannot take on this responsibility, and do not have the staff for such services.**

B.8 Sunny Bank Lane-Sewer Pumping Station  
(discussion-possible action) info at meeting

**The raw sewer pumps have failed at the Sunnybank lift station. The pumps are old and were installed in 1974. Staff is working on getting this fixed and figuring out the final cost of this project.**

**C. POLICY REVISION / ADOPTION**

- C.1 Water Use Ordinance Sec 15.9—Commercial Ag Water Use  
(discussion-possible action) 2nd reading

**pg. 23-24**

**On page 23 take commercial out of item number one.**

**Bring Back.**

**IX. ITEMS FOR NEXT BOARD MEETING**

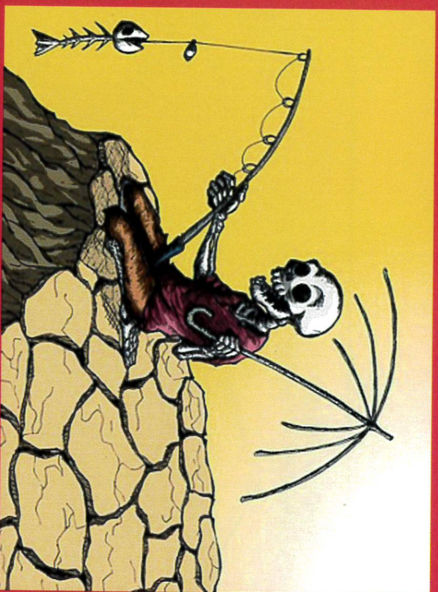
1. Drought and River Conditions
2. Potential Change in Rates and Tiers
3. Update on SHCP Water Request
4. Sunny Bank Sewer Pump Station
- 5.

**X. ADJOURNMENT**

**7:38 p.m.**



**WE ARE IN A  
DROUGHT**



**Please Conserve  
Water**



**Think before using  
water because  
waste is life  
threatening**

**Please Check Our  
Website For Ways To  
Conserve Water**

<https://garbervillesd.specialdistrict.org/>

Garberville Sanitary District  
919 Redwood Drive  
Garberville Sanitary District  
(707)923-9566  
[admin@garbervillesd.org](mailto:admin@garbervillesd.org)

**Drips lead to gallons of water waste  
and higher bills**

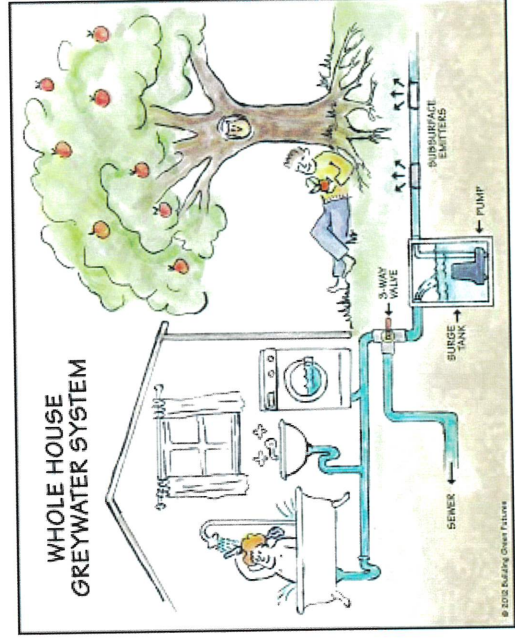


# DROUGHT REQUIREMENTS

This plan will be implemented and enforced by Garberville Sanitary District and the public will be made aware of this plan through customer outreach by the media, phone call, letter and the GSD website.

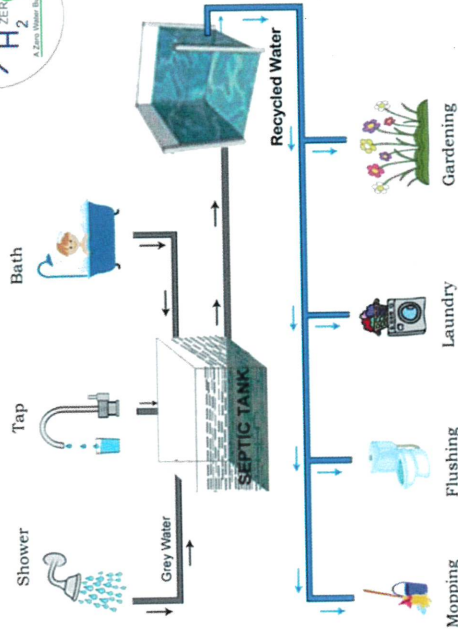
Customers will be required to conserve water including but not limited to gallons per day.

**\*\*Store water for personal use\*\***



Your water usage today will determine your water availability tomorrow.

**CONSERVE WATER NOW**



**NON-COMPLIANCE MAY RESULT IN WATER DISCONTINUANCE WITH A \$100 RECONNECTION FEE**

(1st phase)---All customers voluntarily reduce water consumption. Reduce outdoor watering. Takes effect when S. Fork Eel River reaches 10cfs

(2nd phase)--- Stop all outdoor watering except for animals, vegetables or fruit. Commercial AG customers use alternative water source. Takes effect when S. Fork Eel River reaches 7cfs

(3rd phase)--- Water use on specific days, designated by GSD. Takes effect when S. Fork Eel River reaches 5cfs.

(4th phase)---Water for personal health and safety only with no allowance for outside watering. Takes effect when S. Fork Eel River reaches 4cfs

Eel River flow and CFS are found at:  
[https://waterdata.usgs.gov/ca/nwis/uw?site\\_no=11476500](https://waterdata.usgs.gov/ca/nwis/uw?site_no=11476500)



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

July 27, 2021

Name  
Address  
City, State, Zip

**Subject: HIGH WATER USE REQUIREMENTS AND DOCUMENTATION**

The Garberville Sanitary District is responsible for all water the District diverts from the Eel River under our diversion license and permit. Each calendar year the District is required to report the quantity of water diverted and billed to customers to the State Water Board. The State Water Board now requires that we identify how much water is used by each customer and to document whether the water is for personal health and safety, outdoor water demands for personal use or for commercial cannabis cultivation. Two years ago the annual reporting form was expanded to include us reporting on the total quantity of water beneficially used for the cultivation of cannabis. Due to the new regulations at the State and County levels, the District needs to be able to collect the information necessary to answer the questions on the reports, which means we have to be able to separate residential use from cannabis cultivation use and those uses must be separated into two separate meters - which is why we are contacting you as a high water consumption user for at least a few months each year.

In addition, the GSD Board of Directors adopted a new rate structure , in June 2020 for residential customers that consists of three tiers instead of the previous two tier system. These new rates went into effect August 1, 2020. Under the new rates, residential customers are billed a fairly small amount per unit for the first 8 units as tier 1 usage (currently \$1.00 per unit). Units 9 – 20 each month are billed at a higher rate (currently \$3.00 per), which is tier 2. The highest cost tier 3 is billed on units 21 and over each month (currently \$11.00 per unit). This rate is significantly more expensive. **Based upon your 2021 water usage, your account would include some units billed at tier 3. Your historical water use far exceeds the average single family equivalent of 200 gallons per day or 8 units of water per month.**

If you are growing cannabis, you are now required to fill out a cannabis water use application at our office so that we can evaluate the necessity of your receiving a second meter for your property. Should a second meter be deemed necessary, this second meter would be classified as a commercial meter and the units of water passing through this meter would be billed at the lower commercial rates (currently \$3.00 per unit). If the District does not receive a response from you by July 30<sup>th</sup>, 2021, District staff will perform a site visit and if cannabis is being cultivated on the property, we will reclassify your meter as a mixed use non-residential meter.

This designation as mixed use would make your property, business and house subject to water disconnection in the event of a drought. Our desire is for you to coordinate with the District to obtain a second meter so that your residential use can be kept separate from your irrigation use and avoid having water to a potential residence be disconnected.

Please contact our office for information and fill out a water use application

Ralph Emerson

General Manager  
Garberville Sanitary District





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

**DELINQUENT PAYMENTS----SHUT OFF NOTICE**

NAME:  
ACCT #  
ADDRESS:  
AMOUNT OWED: \$

You are delinquent on paying for water and sewer service and will have service disconnected if you do not pay the amount past due or have an authorized payment plan which will pay off your debt in a timely manner. We will work with you to pay off your debt but if you do not meet the deadline presented, your water will be shut off until payment in full is received along with late charges and staff time expenses.

We will also pursue every legal option available to us, including small claims court, liens and garnishing wages so if you want to avoid these actions, please pay the amount due within the time given.

Non-Payment will result in disconnection from GSD and when service is required in the future, a new water and sewer connection fee will be required prior to service.

Please make arrangement for payment prior to close of business day on ??????????

Thank You

**Ralph Emerson**

**Date:**

**General Manager**  
**Garberville Sanitary District**



# GARBERVILLE SANITARY DISTRICT

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

## BOARD OF DIRECTORS MEETING MEMORANDUM

Meeting Date: July 27, 2021  
To: Garberville Sanitary District Board of Directors  
From: Jennie Short, Consultant Project Manager  
Subject: SHCP Water Service Update  
SWRCB DWR POU Petition Update

### GENERAL OVERVIEW

The Pre-Hearing Conference was held on May 11, 2021, at 9:30 am and the Public Hearing was held on June 15, 2021 from 9:00 am to 5:30 pm. The closing brief deadline was extended to July 9<sup>th</sup> and GSD, RCSD, Ed Voice, and Ms. Sutton submitted closing briefs. I prepared the final version of the POU map and transmitted it with our closing arguments brief for inclusion in the amended license and permit. Any of these documents can be made available to the Board if desired.

The next steps in the Waterboard's process under AHO:

Description	Date
Parties prepare closing statement brief and upload it to the SWRCB ftp site	July 9 <sup>th</sup> 4pm
Administrative Hearing Officer prepares a proposed Order and proposed amended license and permit to the Clerk of the Waterboard	90 days after July 9 <sup>th</sup> ≈ Oct 6 <sup>th</sup>
Waterboard reviews AHO's proposed order and takes action	90 days after receives AHO's proposed ≈ Jan 4 <sup>th</sup>
Amended License and Permit	

### FINANCIAL CONSIDERATIONS

The SHCP made their quarterly payment.

### RECOMMENDED BOARD ACTIONS

No action by the Board is recommended at this time.

### ATTACHMENTS

None



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

California • Incorporations usually start with a group of residents forming a committee to explore the possible incorporation of their community • An incorporation committee defines and articulates incorporation goals, raises funds, collects signatures, assembles application materials, works with LAFCO staff and consultants, testifies at hearings and negotiates changes in the proposal •

LAFCO = Local Agency Formation Commissions • May require at least a year of formal review. The purpose of such a process is to ensure that any proposed incorporation is economically feasible, in the best interests of the community and environmentally and logically sound. The procedures for incorporation should be followed carefully to avoid delays and to reduce the risk of potential litigation • Stages: o 1) Initiating the incorporation process; 2) Application to LAFCO; 3) LAFCO staff review; 4) LAFCO Commission hearing; 5) Election and the first year •

Incorporation can be initiated in one of three ways--by resolution of a public agency, by petition of registered voters or by petition of landowners [http://opr.ca.gov/docs/LAFCO\\_Appendices\\_Final.pdf](http://opr.ca.gov/docs/LAFCO_Appendices_Final.pdf)

### Municipality

The definition of a municipality is a local area with its own government, or the government of such an area. An example of a municipality is **the government of an incorporated village**. ... A political unit, such as a city, town, or village, incorporated for local self-government.

## INCORPORATION OF MUNICIPALITY OR TOWN

### Things to Consider

Those seeking to incorporate a town or municipality must first take into consideration a few items required for this complicated and expensive process.

1. Pre-Meeting with LAFCO to know the requirements for the County
2. Public should be made aware of intention early in process
3. What is the problem requiring incorporation and can the problems be solved in another way?
4. What is the role of County Government in community and is the County willing to help solve the problems?
5. What is community relationship with adjacent communities?
6. What would proposed boundary look like?
7. How would boundary change affect adjacent communities?
8. What is history of past incorporation efforts?
9. How has the community changed to require incorporation?
10. What is community's capacity for self-governance?
11. How are services currently provided and how would they change?
12. Does the area have ability to provide all required services if incorporated?
13. Who would benefit from incorporation and who would lose?

### IN SUMMARY

LAFCO will be the lead agency for the incorporation process

Incorporation requires 51% of eligible voters to approve.

The cost of incorporation will be a minimum of \$100,000 but most likely, substantially more because of the many required surveying, studies and reports.

The process will take more than 2 years to complete and most likely 4-5 years with no guarantee of 51% of votes needed for success.

## Sec 15.9 **Commercial Agricultural Water Use.**

### 1. Commercial Agricultural Water Use Requirements

- a. Any person requesting treated potable water for a commercial agricultural business will be required to submit an application at the District office. This application will include the agricultural product, the operational plan, a site map, any permit required by the County and a \$150 handling and inspection fee. This application will be renewed annually, or commercial agricultural water use will be denied.
- b. This application will include the name and contact information of the owner and tenant of the property as well as the address of property and estimated gallons of water to be used monthly.
- c. A GSD new and separate approved water meter and a connection fee will be required for every approved new commercial agricultural business or farm and all approved applicants will pay an additional base rate and water usage fee.
- d. In the event that Garberville Sanitary District faces drought conditions, infrastructure deficiencies or limitation on the approved diversion rate, the agricultural water will be turned off, to ensure adequate water for residential use and human consumption.
- e. All commercial agricultural operations which request water will have their property inspected by the General Manager or designee, at which time the infrastructure will be evaluated to ensure that it is capable of handling the increased water volume.
- f. In the event the infrastructure is not adequate for the increased volume of water, an agreement will be made with the commercial agricultural business to upgrade the infrastructure or work with the District to do so before the application will be approved.
- g. When an infrastructure upgrade is required but the commercial agricultural business will not pay for or participate in upgrading the infrastructure, the application will be denied. Any commercial agricultural business will be required to comply with all requirements listed below.
- h. Commercial Agricultural customers will be required to show a water catchment plan that collects water during the winter months while preparing for high demand summer months.
- i. A reconciliation report will be required annually to compare projections with actual water use and efficiency.
- j. Customers with a Non-Commercial agricultural or personal water use other than for residential, may purchase an additional water meter with new connection fee and this meter will be billed at the lower commercial rate.
- k. A non-commercial agriculture meter will be under the same restrictions as with commercial agriculture and subject to disconnection during drought conditions or emergencies.

**RESOLUTION 21-007**  
**THIS RESOLUTION AUTHORIZES THE GARBERVILLE SANITARY**  
**DISTRICT TO CHANGE WATER ORDINANCE,**  
**SEC. 15.9 AGRICULTURAL WATER USE**

**A. WHEREAS,** It has been determined that the Garberville Sanitary District will change Water Ordinance Sec. 15.9, Agricultural Water Use.

**B. WHEREAS,** Resolution 21-007 will allow the Board to make appropriate changes to this Ordinance and give clear direction to customers and staff, the various types of water service 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.

**D WHEREAS,** The adaption of Resolution 21-007 will take effect immediately and explains that a commercial agricultural water meter will be required when water is used for a saleable product unless an alternative plan is developed by the General Manager or designee.

**E. WHEREAS,** This new water ordinance also addresses agricultural water being used for personal use, which may also be subject to purchasing an agricultural meter which will reduce the user water cost because of the difference between residential and commercial water rates.

**WATER ORDINANCE, SECTION 15.9-AGRICULTURAL WATER USE**

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agricultural business will be required to submit an application at the District office. This application will include the agricultural product, the operational plan, a site map, any permit required by the County and a \$150 handling and inspection fee. This application will be renewed annually, or commercial agricultural water use will be denied.

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- c. A GSD new and separate approved water meter and a connection fee will be required for every approved new commercial agricultural business or farm and all approved applicants will pay an additional base rate and water usage fee.
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- j. Customers with a Non-Commercial agricultural or personal water use other than for residential, may purchase an additional water meter with new connection fee and this meter will be billed at the lower commercial rate.
- k. A non-commercial agriculture meter will be under the same restrictions as with commercial agriculture and subject to disconnection during drought conditions or emergencies.



NOW, THEREFORE LET IT BE KNOWN THAT, THE BOARD OF DIRECTORS OF THE GARBERVILLE SANITARY DISTRICT APPROVES CHANGING THE WATER ORDINANCE, SEC. 15.9 AGRICULTURAL WATER USE

RESOLUTION 21-007 WAS PASSED, APPROVED AND ADOPTED THIS 27<sup>th</sup> DAY OF JULY 2021 BY THE FOLLOWING ROLL CALL VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Doug Bryan, Board President

ATTEST:

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Ralph Emerson, General Manager