

**GARBERVILLE SANITARY DISTRICT
BOARD OF DIRECTORS**

**AGENDA
REGULAR BUSINESS MEETING**

Location: Garberville Sanitary District Office
919 Redwood Dr. Garberville, CA
Date: May 26, 2015
Time: 5:00 P.M.
Posted: May 22, 2015

I. CALL TO ORDER

II. ROLL CALL

- ___ Rio Anderson, Chairperson
- ___ Doug Bryan, Vice-Chairperson
- ___ Linda Brodersen, Treasurer
- ___ Bill Stewart, Director
- ___ Vacant

III. BOARD MEMBER, COMMITTEE & GM REPORT

1 Directors' Report

- A. Rio Anderson
- B. Doug Bryan
- C. Linda Brodersen
- D. Bill Stewart

IV. PUBLIC COMMENT

An opportunity for any member of the public to address the Board of Directors on any matter not on the Agenda, but which is within the jurisdiction of the Board. The Board may limit time allowed for each speaker. The public will also be allowed to speak concurrently with the calling of an agenda item following the staff presentation of that item.

Pursuant to the Brown Act, the District Board may discuss an item but may not take action on an item that does not appear on the Agenda.

V. ANOUNCEMENTS AND COMMUNICATIONS

- 1. None

VI. CONSENT AGENDA

These matters are routine in nature and will be approved by a single vote. Prior to the meeting, any member of the public may request any member of the Board to pull a particular item for further discussion. Any member of the Board may pull a particular item for discussion. The intent of the consent agenda is to acknowledge that the Board members have read the consent agenda reports and no further discussion is necessary. The consent agenda will be enacted by one motion.

1. Approval of the April 2015 Regular Business Meeting Minutes
2. Approval of the April 2015 Financials
3. Plant, Systems and Safety Report

Motion to Approve Consent Agenda

IX. ACTION and/or DISCUSSION ITEMS

1. Alderpoint Road Tank Project / Action

Presentation of an Alternative Funding Source
Resolution 15-006 Approval of Co-Bank Funding

Verbal Construction Update - No Action Required

2. Winters Project Update/ No Action

Verbal with Handout

3. Approval of The Lease Purchase Plan for Obrien Trailer Jetter and Pearpoint Mini-Mainline CCTV Color Sewer Inspection System / Action

Review Lease Payment Options and approve

4. Approval of new PC and Jayhawk Billing Software Upgrade / Action

The present software came with the purchase of the Water Company in 2004. It is outdated; the upgrade provides much better record keeping and enhanced reporting features. The current PC is a 2006 Dell running XP. The software is not compatible with the outdated operating system.

X. ITEMS FOR NEXT BOARD MEETING

XI. ADJOURNMENT OF MEETING

Next Board Meeting June 23, 2015 at 5:00 pm

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Garberville Sanitary District at (707) 923-9566. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102 - 35.104 ADA Title II).

**GARBERVILLE SANITARY DISTRICT
BOARD OF DIRECTOR
REGULAR BUSINESS MEETING MINUTES
April 28, 2015**

I. CALL TO ORDER

Chair Anderson called the meeting order at 5:01 pm

II. ROLL CALL

Members Present: Rio Anderson, Chairperson, Doug Bryan, Vice-Chairperson, Linda Brodersen, Treasurer

Absent: Bill Stewart, Director

Staff: Ralph Emerson, Tina Stillwell, Ron Copenhafer, Dan Arreguin, Brian Miller

Media: Sandy Feretto

Public Kristin Vogel

III. BOARD MEMBER, COMMITTEE & GM REPORT

1 Directors' Report

- A. Rio Anderson - reported that he liked the board study session that he attended last week and hoped to have more study sessions in the future.
- B. Doug Bryan - Reported receiving a Governor Brown press release about bolstering wastewater enforcement and streamline environmental review of water projects
- C. Linda Brodersen Agreed with Anderson concerning the study session

2. General Manager's Report

Emerson met with John Rogers and Mike Mckaskle concerning the green algae monitoring. He gave Michael a tour of water plant. He is working with Rogers on having a working relationship with Redway. Tina has offered to help the Redway office staff with their new accounting software.

He reported that we are working on a capital improvement plan, mission and vision statement and district needs.

He also met with the Garberville Fire Department at the water treatment plant for training and the water availability.

Kristin Vogel asked what the fire flow was on the Kimtu Line. Tina will look up the fire flow info at Kimtu Line.

IV. PUBLIC COMMENT

None

V. ANOUNCEMENTS AND COMMUNICATIONS

None

VI. CONSENT AGENDA

1. Approval of the March 2015 Regular Business Meeting Minutes
2. Approval of the April 15, 2015 Study Session Minutes
3. Approval of the March 2015 Financials
4. Plant, Systems and Safety Report

Brodersen made a motion to approve the consent agenda. Bryan seconded the motion. The motion was passed by unanimous vote.

IX. ACTION and/or DISCUSSION ITEMS

1. Drinking Water Project

Emerson reported just a couple of as built left to complete. He will be meeting with Collburn Electric to go over outstanding issues. The operation manuals are still in the process.

2. Alderpoint Road Tank Project

There is a pre-construction meeting scheduled for tomorrow with RSH Construction. Construction will start June 1, 2015. Anderson asked about the ground preparation, Emerson explained the process.

Anderson asked about the redwood from the existing tank. He said there was value in the redwood, and the district should keep wood.

Emerson agreed to bring it up at the pre-construction meeting.

3. Budget Review

Emerson gave a report on the projections for the future. He explained the areas of increase and decrease. Review of the infrastructure improvement needs. There was a discussion about using the loan to pay for the Alderpoint Road Tank Project vs. payment out of district reserves.

Emerson reported the district has enough money to operate and to pay the bills, just need to be careful not to overspend. There will probably be another budget meeting before the next board meeting.

4. Drought Planning

Reviewed the informational conservation flyer that staff has put together. The board authorized the distribution of flyer to customers.

There was a public question concerning the use of gray water.

Emerson said he has been researching gray water use and has recommended websites for customer to visit for more information.

5. Mission and Vision Statement

Emerson presented a draft Mission and Vision Statement he put together from the boards study session. After review it was determined to approve the following mission statement:

Garberville Sanitary District is committed to enhancing our community through excellent customer service, providing affordable potable water and being responsible stewards of our environment, including water and wastewater, that will be sustainable now and in the future. Our focus is on being efficient with public funds while preserving public health through education and quality treatment processes along with vibrant, respectful service.

Brodersen made a motion to approve the revised Mission Statement. Bryan seconded the motion. The motion was passed by unanimous vote.

After review of the proposed vision statement, the board made corrections and approved the following statement:

Garberville Sanitary District will continue to meet or exceed all regulatory requirements for potable water and wastewater treatment while aligning with the community and County General Plan, and ensuring that the infrastructure allows for growth. The operational strategy is to enhance the community in a positive way while protecting the environment and ensuring all new developments meet strict standards that do not negatively impact the District or its customers.

Fiscally responsible operational procedures is a priority that will allow the District to operate within an approved budget while ongoing education will provide efficient and progressive techniques to better operate the treatment facilities and serve our customers.

Brodersen made a motion to approve the revised Vision Statement. Anderson seconded the motion. the motion was passed by unanimous vote.

6. Procurement Policy

The board reviewed Resolution 2015-004 to Adopt Procurement Policy establishing a procedure for the purchasing of goods and services. Copenhafer asked if staff would be given directions and instructions on how to do this. Emerson said at the next safety meeting he would give direction.

Brodersen made a motion to adopt Resolution 2015-004 Adopting A Procurement Policy Establishing Procedure For The Purchasing of Goods and Services

Bryan seconded the motion. Anderson called for a roll call vote. Anderson aye, Brodersen aye, and Bryan aye. The motion was passed.

7. Approve Consulting Contract with Dennis Ryan

Emerson explained Ryan's was finished with the DWTP project for the time being and will no longer be a employee. Emerson explained Dennis will be an independent contractor for any further work he does for the district. Anderson suggested a monthly limit of 40 hours per month.

Bryan made a motion to approved contract adding a limitation not to exceed 40 hours per month.

Brodersen seconded the motion. The motion was passed by unanimous vote.

8. Declare Project Inspector's Phone as Surplus Equipment

Emerson reported that Dennis believed he had a verbal agreement with Jennie that he could keep the cell phone that he used for the DWTP Project. Emerson said the phone was district property and the board would need to declare the phone as surplus. Dennis could then purchase the phone for \$40.00.

Brodersen made a motion to Adopt Resolution No. 15-005 Declare Project Inspector's Phone as Surplus Equipment

Bryan seconded the motion. The motion was passed by roll call vote. Anderson aye, Brodersen aye, and Bryan aye.

X. ITEMS FOR NEXT BOARD MEETING

Alderpoint Rd Tank Replacement Project
DWTP
Budget Review
WWTP update
Winters Project

**Melville Paving
Information on the Park gate
Ordinance changes**

XI. ADJOURNMENT OF MEETING

Anderson adjourned the meeting at 6:32 p.m.

Next Board Meeting May 26, 2015 at 5:00 pm



Garberville Sanitary District
Register QuickReport
April 2015

| | | Date | Num | Memo | Amount |
|-----------|---------------------------------|------------|-------------|---|-----------|
| 1 | 101 Netlink | | | | |
| 2 | | 04/03/2015 | 7411 | internet | -202.00 |
| 3 | Total 101 Netlink | | | | -202.00 |
| 4 | C & K Market Inc. | | | | |
| 5 | | 04/23/2015 | 4/23debit | Staff meeting | -10.92 |
| 6 | | 04/28/2015 | 04/28BODMTG | 04/28 Board meeting | -11.16 |
| 7 | Total C & K Market Inc. | | | | -22.08 |
| 8 | Calico's | | | | |
| 9 | | 04/15/2015 | 04/15BODMTG | 04/15 BOD study session | -33.51 |
| 10 | Total Calico's | | | | -33.51 |
| 11 | Capital Bank & Trust | | | | |
| 12 | | 04/06/2015 | 11323 | 557880519 | -760.12 |
| 13 | | 04/06/2015 | 01323 | 025158148 | -198.10 |
| 14 | | 04/20/2015 | 70001 | 025158148 | -204.61 |
| 15 | | 04/20/2015 | 80001 | 557880519 | -760.48 |
| 16 | Total Capital Bank & Trust | | | | -1,923.31 |
| 17 | Cash | | | | |
| 18 | | 04/20/2015 | 7458 | VOID: voided check | 0.00 |
| 19 | Total Cash | | | | 0.00 |
| 20 | CITRIX | | | | |
| 21 | | 04/06/2015 | 4/6debit | goto meeting for 4/4/15 - 5/3/15 | -78.00 |
| 22 | Total CITRIX | | | | -78.00 |
| 23 | CRWA | | | | |
| 24 | | 04/03/2015 | 7412 | Ralph and Ron to Leak Detection Class | -250.00 |
| 25 | Total CRWA | | | | -250.00 |
| 26 | Dazey's Building Center | | | | |
| 27 | | 04/09/2015 | 7445 | | -42.50 |
| 28 | Total Dazey's Building Center | | | | -42.50 |
| 29 | DAZEY'S/STEPHEN'S | | | | |
| 30 | | 04/09/2015 | 7446 | Screws, paint remover and a broom. | -15.68 |
| 31 | Total DAZEY'S/STEPHEN'S | | | | -15.68 |
| 32 | Debs Great American | | | | |
| 33 | | 04/27/2015 | 4/27debitd | Meeting with Jennie Short & Ralph Emerson | -33.84 |
| 34 | Total Debs Great American | | | | -33.84 |
| 35 | Dennis Ryan | | | | |
| 36 | | 04/03/2015 | 7413 | DWTP - 3/16-3/31 mileage | -74.48 |
| 37 | | 04/17/2015 | 7452 | DWTP 4/1-4/17 mileage | -25.76 |
| 38 | Total Dennis Ryan | | | | -100.24 |
| 39 | EDD | | | | |
| 40 | | 04/07/2015 | 92056 | 499-0538-3 | -179.43 |
| 41 | | 04/07/2015 | 91056 | 499-0538-3 | -669.94 |
| 42 | | 04/20/2015 | 11056 | 499-0538-3 | -666.30 |

Garberville Sanitary District
Register QuickReport
April 2015

| | | Date | Num | Memo | Amount |
|----|---|-------------|------------|---|---------------|
| 43 | | 04/22/2015 | 12056 | 499-0538-3 | -127.96 |
| 44 | Total EDD | | | | -1,643.63 |
| 45 | Eel River Cafe | | | | |
| 46 | | 04/14/2015 | 4/14debit | Neill Crew and GSD Staff Breakfast after midnight | -67.26 |
| 47 | Total Eel River Cafe | | | | -67.26 |
| 48 | Ellis Art and Engineering | | | | |
| 49 | | 04/30/2015 | 4/15maps | Copies - Old Water Maps | -200.70 |
| 50 | Total Ellis Art and Engineering | | | | -200.70 |
| 51 | Emerald Technologies | | | | |
| 52 | | 04/03/2015 | 7414 | Web Hosting 3/2015 - 3/2016 | -129.00 |
| 53 | Total Emerald Technologies | | | | -129.00 |
| 54 | Garberville Rotary | | | | |
| 55 | | 04/07/2015 | 7431 | 4/1/15-6/30-15 Quarterly Lunches | -195.00 |
| 56 | Total Garberville Rotary | | | | -195.00 |
| 57 | IRS | | | | |
| 58 | | 04/06/2015 | 623067 | 68-0296323 | -3,975.70 |
| 59 | | 04/22/2015 | 36122 | 68-0296323 | -3,800.16 |
| 60 | Total IRS | | | | -7,775.86 |
| 61 | Jamie Corsetti, CPA | | | | |
| 62 | | 04/07/2015 | 7439 | monthly accounting | -270.00 |
| 63 | Total Jamie Corsetti, CPA | | | | -270.00 |
| 64 | Jennie Short | | | | |
| 65 | | 04/03/2015 | 7415 | Contract Services | -2,993.00 |
| 66 | | 04/20/2015 | 7460 | contract services for the month of March 2015 | -5,332.81 |
| 67 | Total Jennie Short | | | | -8,325.81 |
| 68 | John Neill | | | | |
| 69 | | 04/07/2015 | 7440 | Meadows Lift Station Open Drainage Ditch | -275.00 |
| 70 | Total John Neill | | | | -275.00 |
| 71 | Marvel Construction | | | | |
| 72 | | 04/02/2015 | 7402 | Paving road at the wastewater plant | -4,500.00 |
| 73 | Total Marvel Construction | | | | -4,500.00 |
| 74 | Michael Dunphy | | | | |
| 75 | | 04/03/2015 | 7416 | Check Plants & Stations | -150.00 |
| 76 | | 04/20/2015 | 7461 | Check Plants & Stations | -150.00 |
| 77 | Total Michael Dunphy | | | | -300.00 |
| 78 | Mitchell, Brisso, Delaney & Vrieze | | | | |
| 79 | | 04/07/2015 | 7432 | | -93.00 |
| 80 | Total Mitchell, Brisso, Delaney & Vrieze | | | | -93.00 |
| 81 | NALCO | | | | |
| 82 | | 04/03/2015 | 7417 | Ultrion | -2,430.75 |
| 83 | Total NALCO | | | | -2,430.75 |

Garberville Sanitary District
Register QuickReport
April 2015

| | | Date | Num | Memo | Amount |
|---|-------------------------------------|------------|-------------|---------------------------------|-----------|
| 84 NAPA | | | | | |
| 85 | | 04/09/2015 | 7447 | | -17.41 |
| 86 | Total NAPA | | | | -17.41 |
| 87 North Coast Laboratories Ltd. | | | | | |
| 88 | | 04/07/2015 | 7433 | | -550.00 |
| 89 | Total North Coast Laboratories Ltd. | | | | -550.00 |
| 90 Northern Equipment | | | | | |
| 91 | | 04/03/2015 | 7418 | | -587.46 |
| 92 | | 04/07/2015 | 7441 | cold weather gloves | -26.41 |
| 93 | Total Northern Equipment | | | | -613.87 |
| 94 PG&E | | | | | |
| 95 | | 04/03/2015 | 7429 | | -2,503.79 |
| 96 | | 04/07/2015 | 7442 | SWTP | -1,323.41 |
| 97 | Total PG&E | | | | -3,827.20 |
| 98 Pitney Bowes INC. | | | | | |
| 99 | | 04/07/2015 | 7434 | Meter rental | -80.63 |
| 100 | Total Pitney Bowes INC. | | | | -80.63 |
| 101 Pitney Bowes Purchase Power | | | | | |
| 102 | | 04/07/2015 | 4/7debit | | -417.98 |
| 103 | Total Pitney Bowes Purchase Power | | | | -417.98 |
| 104 Postmaster | | | | | |
| 105 | | 04/28/2015 | 4/28claim11 | DWTP postage claim 11 SWRCB | -12.35 |
| 106 | Total Postmaster | | | | -12.35 |
| 107 QuickBooks | | | | | |
| 108 | | 04/14/2015 | 4/14debit | Payroll Software Annual | -484.92 |
| 109 | Total QuickBooks | | | | -484.92 |
| 110 R.S. Quality Products Inc. | | | | | |
| 111 | | 04/15/2015 | 4/15alpet | Alpet E3 Plus Hand Sanitizer | -96.11 |
| 112 | Total R.S. Quality Products Inc. | | | | -96.11 |
| 113 Ralph Emerson | | | | | |
| 114 | | 04/03/2015 | 7419 | Ralph phone bill March 2015 | -50.00 |
| 115 | Total Ralph Emerson | | | | -50.00 |
| 116 Randall Sand & Gravel | | | | | |
| 117 | | 04/03/2015 | 7420 | Hurlbutt Tank Rd | -43.00 |
| 118 | Total Randall Sand & Gravel | | | | -43.00 |
| 119 Recology Humboldt County | | | | | |
| 120 | | 04/07/2015 | 7443 | trash pickup | -17.07 |
| 121 | Total Recology Humboldt County | | | | -17.07 |
| 122 Redway True Value | | | | | |
| 123 | | 04/07/2015 | 7435 | tools and foot brush for office | -121.41 |

Garberville Sanitary District
Register QuickReport
April 2015

| | | | Date | Num | Memo | Amount |
|-----|--|--|------------|-------------|---|------------|
| 124 | Total Redway True Value | | | | | -121.41 |
| 125 | Redwood Merchant Services | | | | | |
| 126 | | | 04/02/2015 | 4/2debit | 3/15 bank card fees | -47.00 |
| 127 | | | 04/10/2015 | 04/15bkcdfe | 4/1/15 thru 4/10/15 bank card fees | -23.17 |
| 128 | | | 04/30/2015 | 4/15 Bkcdfe | 4/15 bank card fee | -13.02 |
| 129 | Total Redwood Merchant Services | | | | | -83.19 |
| 130 | RENNER | | | | | |
| 131 | | | 04/10/2015 | 4/10debit | | -846.30 |
| 132 | Total RENNER | | | | | -846.30 |
| 133 | Roto-Rooter | | | | | |
| 134 | | | 04/07/2015 | 7436 | HydroJet Upper Maple Ln and Melville | -884.00 |
| 135 | Total Roto-Rooter | | | | | -884.00 |
| 136 | Ruiz Ricardo | | | | | |
| 137 | | | 04/03/2015 | 7421 | 10 miles meter reading reimbursement | -5.60 |
| 138 | Total Ruiz Ricardo | | | | | -5.60 |
| 139 | Rural Community Assistance Program | | | | | |
| 140 | | | 04/02/2015 | 4/2debit | DWTP - Revised March 2015 loan interest | -566.73 |
| 141 | Total Rural Community Assistance Program | | | | | -566.73 |
| 142 | SDRMA | | | | | |
| 143 | | | 04/07/2015 | 7437 | med ins | -3,372.12 |
| 144 | Total SDRMA | | | | | -3,372.12 |
| 145 | Sentry III Center | | | | | |
| 146 | | | 04/03/2015 | 7422 | rent | -820.00 |
| 147 | Total Sentry III Center | | | | | -820.00 |
| 148 | SHN Consulting Engineers & Geologists | | | | | |
| 149 | | | 04/03/2015 | 7423 | VOID: | 0.00 |
| 150 | | | 04/03/2015 | 7430 | | -46,153.98 |
| 151 | Total SHN Consulting Engineers & Geologists | | | | | -46,153.98 |
| 152 | Staples Credit Plan | | | | | |
| 153 | | | 04/03/2015 | 7424 | office supplies | -262.91 |
| 154 | Total Staples Credit Plan | | | | | -262.91 |
| 155 | Tina Stillwell | | | | | |
| 156 | | | 04/03/2015 | 7425 | Notarization for Soran Anderson Brisbin Agreement | -10.00 |
| 157 | | | 04/09/2015 | 7448 | Postage for RSH Construction Agreement | -8.03 |
| 158 | Total Tina Stillwell | | | | | -18.03 |
| 159 | Tri State Pump - Manufacturers Edge | | | | | |
| 160 | | | 04/28/2015 | 4/28debit | Chlorine Pump | -1,776.84 |
| 161 | Total Tri State Pump - Manufacturers Edge | | | | | -1,776.84 |
| 162 | Umpqua Bank | | | | | |
| 163 | | | 04/20/2015 | 4/20debit | 3/15 TM FEES | -76.63 |
| 164 | Total Umpqua Bank | | | | | -76.63 |

Garberville Sanitary District
Register QuickReport
April 2015

| | | Date | Num | Memo | Amount |
|------------|----------------------------------|------------|------|---|-----------|
| 165 | US Cellular | | | | |
| 166 | | 04/03/2015 | 7426 | | -386.49 |
| 167 | Total US Cellular | | | | -386.49 |
| 168 | USABLUBOOK | | | | |
| 169 | | 04/03/2015 | 7427 | Meter gasket,resetter,adapter and manhole cover l | -657.45 |
| 170 | | 04/07/2015 | 7438 | Leak Detector and misc. Coupling | -3,202.61 |
| 171 | Total USABLUBOOK | | | | -3,860.06 |
| 172 | VERIZON | | | | |
| 173 | | 04/03/2015 | 7428 | | -517.08 |
| 174 | Total VERIZON | | | | -517.08 |
| 175 | Wells Fargo | | | | |
| 176 | | 04/07/2015 | 7444 | Toshiba Copier Lease Pmt | -90.72 |
| 177 | Total Wells Fargo | | | | -90.72 |
| 178 | WYCKOFF'S | | | | |
| 179 | | 04/09/2015 | 7449 | VOID: | 0.00 |
| 180 | | 04/10/2015 | 7450 | | -255.51 |
| 181 | Total WYCKOFF'S | | | | -255.51 |
| 182 | Arreguin, Daniel J | | | | |
| 183 | | 04/03/2015 | 7403 | | -1,665.05 |
| 184 | | 04/20/2015 | 7453 | | -1,674.17 |
| 185 | Total Arreguin, Daniel J | | | | -3,339.22 |
| 186 | Baptist-Chavez, Tiffane T | | | | |
| 187 | | 04/03/2015 | 7404 | | -627.59 |
| 188 | | 04/20/2015 | 7454 | | -438.96 |
| 189 | Total Baptist-Chavez, Tiffane T | | | | -1,066.55 |
| 190 | Copenhafer, Ronald | | | | |
| 191 | | 04/03/2015 | 7405 | | -1,478.80 |
| 192 | | 04/20/2015 | 7455 | | -1,727.20 |
| 193 | Total Copenhafer, Ronald | | | | -3,206.00 |
| 194 | Emerson, Ralph K | | | | |
| 195 | | 04/03/2015 | 7406 | | -2,058.67 |
| 196 | | 04/20/2015 | 7456 | | -2,224.72 |
| 197 | Total Emerson, Ralph K | | | | -4,283.39 |
| 198 | Miller, Brian A | | | | |
| 199 | | 04/03/2015 | 7407 | | -1,291.15 |
| 200 | | 04/20/2015 | 7457 | | -1,197.98 |
| 201 | Total Miller, Brian A | | | | -2,489.13 |
| 202 | Ruiz, Ricardo | | | | |
| 203 | | 04/03/2015 | 7408 | | -433.96 |
| 204 | Total Ruiz, Ricardo | | | | -433.96 |
| 205 | Ryan, Dennis M | | | | |

Garberville Sanitary District
Register QuickReport
 April 2015

| | | | Date | Num | Memo | Amount |
|------------|-----------------------------|--|-------------|------------|-------------|--------------------|
| 206 | | | 04/03/2015 | 7409 | | -2,796.10 |
| 207 | | | 04/20/2015 | 7451 | | -2,357.80 |
| 208 | Total Ryan, Dennis M | | | | | -5,153.90 |
| 209 | Stillwell, Christina | | | | | |
| 210 | | | 04/03/2015 | 7410 | | -1,186.81 |
| 211 | | | 04/20/2015 | 7459 | | -1,016.23 |
| 212 | Total Stillwell, Christina | | | | | -2,203.04 |
| 213 | TOTAL | | | | | -117,390.50 |

Garberville Sanitary District
Balance Sheet Prev Year Comparison
As of April 30, 2015

| | <u>Apr 30, 15</u> | <u>Jun 30, 14</u> | <u>\$ Change</u> |
|--|---------------------|---------------------|-----------------------|
| 1 ASSETS | | | |
| 2 Current Assets | | | |
| 3 Checking/Savings | | | |
| 4 1005 - Umpqua Checking- Operating | 180,816.40 | 1,514,954.09 | (1,334,137.69) |
| 5 1006 - Umpqua System Reserve - Water | 64,898.90 | 49,766.45 | 15,132.45 |
| 6 1007 - Umpqua System Reserve - Sewer | 70,048.61 | 50,708.11 | 19,340.50 |
| 7 1011 - Water Enterprise Fund | 20,188.65 | 20,177.76 | 10.89 |
| 8 1030 - County Treasury - Sewer Reserve | 291,145.64 | 291,145.64 | 0.00 |
| 9 1031 - County Treasury - Water Reserve | 5,222.71 | 5,222.71 | 0.00 |
| 10 1040 - Petty Cash | 49.51 | 49.51 | 0.00 |
| 11 1050 - Cash Drawer | 200.00 | 200.00 | 0.00 |
| 12 Total Checking/Savings | <u>632,570.42</u> | <u>1,932,224.27</u> | <u>(1,299,653.85)</u> |
| 13 Accounts Receivable | | | |
| 14 11000 - Accounts Receivable - Other | 415.00 | 772.00 | (357.00) |
| 15 Total Accounts Receivable | <u>415.00</u> | <u>772.00</u> | <u>(357.00)</u> |
| 16 Other Current Assets | | | |
| 17 1100 - Accounts Receivable | 101,948.72 | 110,860.91 | (8,912.19) |
| 18 1315 - Water Grant Receivable | 0.00 | 480,848.82 | (480,848.82) |
| 19 1499 - Undeposited Funds | 9.70 | 0.00 | 9.70 |
| 20 1500 - Prepaid Insurance | 5,142.99 | 2,255.22 | 2,887.77 |
| 21 1510 - Prepaid Licenses and Permits | 3,372.65 | 0.00 | 3,372.65 |
| 22 Total Other Current Assets | <u>110,474.06</u> | <u>593,964.95</u> | <u>(483,490.89)</u> |
| 23 Total Current Assets | 743,459.48 | 2,526,961.22 | (1,783,501.74) |
| 24 Fixed Assets | | | |
| 25 CIP - Alderpoint Tank (Water) | 161,025.52 | 75,710.35 | 85,315.17 |
| 26 CIP - DWTP (Water) | | | |
| 27 Tobin Well 2014 | 40,189.31 | 34,363.51 | 5,825.80 |
| 28 CIP - DWTP (Water) - Other | 4,949,977.42 | 3,993,476.70 | 956,500.72 |
| 29 Total CIP - DWTP (Water) | <u>4,990,166.73</u> | <u>4,027,840.21</u> | <u>962,326.52</u> |
| 30 Collection Facilities | | | |
| 31 Cost - Coll Fac | 44,670.59 | 44,170.59 | 500.00 |
| 32 Cost - IP 2000 | 2,029,949.22 | 2,029,949.22 | 0.00 |
| 33 Cost - Lines | 2,081,173.11 | 2,080,180.29 | 992.82 |
| 34 Total Collection Facilities | <u>4,155,792.92</u> | <u>4,154,300.10</u> | <u>1,492.82</u> |
| 35 Land - Sewer | 129,810.68 | 129,810.68 | 0.00 |
| 36 Land - Water | 88,698.62 | 88,698.62 | 0.00 |
| 37 MSR/SOI and Annexation Project | 155,029.42 | 145,075.86 | 9,953.56 |
| 38 Office Equipment | 18,510.72 | 17,764.97 | 745.75 |
| 39 Sewer Project - 2011 | 2,792,451.91 | 2,792,451.91 | 0.00 |
| 40 Treatment Facilities | | | |
| 41 Cost - Equipment | 7,887.37 | 3,381.24 | 4,506.13 |
| 42 Cost - Plant | 488,193.00 | 488,193.00 | 0.00 |
| 43 Total Treatment Facilities | <u>496,080.37</u> | <u>491,574.24</u> | <u>4,506.13</u> |

Garberville Sanitary District
Balance Sheet Prev Year Comparison
As of April 30, 2015

| | <u>Apr 30, 15</u> | <u>Jun 30, 14</u> | <u>\$ Change</u> |
|---|-----------------------------|-----------------------------|----------------------------|
| 44 Vehicles | 48,023.52 | 48,023.52 | 0.00 |
| 45 Water Easements & Intangibles | 177,397.11 | 177,397.11 | 0.00 |
| 46 Water System | 149,041.98 | 120,924.22 | 28,117.76 |
| 47 Accumulated Depreciation-Water | (408,268.26) | (364,428.26) | (43,840.00) |
| 48 Accumulated Depreciation-Sewer | (1,278,450.06) | (1,154,620.06) | (123,830.00) |
| 49 Total Fixed Assets | <u>11,675,311.18</u> | <u>10,750,523.47</u> | <u>924,787.71</u> |
| 50 TOTAL ASSETS | <u>12,418,770.66</u> | <u>13,277,484.69</u> | <u>(858,714.03)</u> |
| 51 LIABILITIES & EQUITY | | | |
| 52 Liabilities | | | |
| 53 Current Liabilities | | | |
| 54 Accounts Payable | | | |
| 55 2000 - Accounts Payable | 55,979.28 | 699,157.36 | (643,178.08) |
| 56 Total Accounts Payable | <u>55,979.28</u> | <u>699,157.36</u> | <u>(643,178.08)</u> |
| 57 Other Current Liabilities | | | |
| 58 Accrued Interest | 0.00 | 4,280.75 | (4,280.75) |
| 59 *Accounts Payable | 0.00 | 17,107.68 | (17,107.68) |
| 60 2205 - Accrued Simple | 0.00 | 1,251.41 | (1,251.41) |
| 61 2225 - Accrued Workers Comp | 15,844.61 | 0.00 | 15,844.61 |
| 62 2230 - Accrued Vacation | 17,273.49 | 17,273.49 | 0.00 |
| 63 2235 - Customer Deposits | 0.00 | 3,000.00 | (3,000.00) |
| 64 2250 - Loans Payable - Current Portion | 1,011,084.00 | 1,011,084.00 | 0.00 |
| 65 Total Other Current Liabilities | <u>1,044,202.10</u> | <u>1,053,997.33</u> | <u>(9,795.23)</u> |
| 66 Total Current Liabilities | 1,100,181.38 | 1,753,154.69 | (652,973.31) |
| 67 Long Term Liabilities | | | |
| 68 2500 - N/P - SWRCB | 212,954.55 | 234,357.88 | (21,403.33) |
| 69 2605 - RCAC Loan #0789-GSD-01 | 0.00 | 925,268.67 | (925,268.67) |
| 70 2700 - SRF Loan - Water | 930,484.69 | 739,247.17 | 191,237.52 |
| 71 2800 - Municipal Fin.Corp. WWTP CCOs | 65,835.35 | 97,647.70 | (31,812.35) |
| 72 2900 - Less Current Portion | (1,011,084.00) | (1,011,084.00) | 0.00 |
| 73 Total Long Term Liabilities | <u>198,190.59</u> | <u>985,437.42</u> | <u>(787,246.83)</u> |
| 74 Total Liabilities | 1,298,371.97 | 2,738,592.11 | (1,440,220.14) |
| 75 Equity | | | |
| 76 3000 - Contributed Capital | 6,129,491.75 | 6,129,491.75 | 0.00 |
| 77 3100 - Retained Earnings | 4,409,400.83 | 2,518,805.63 | 1,890,595.20 |
| 78 3200 - Prior Period Adjustment | (5,512.28) | 0.00 | (5,512.28) |
| 79 Net Income | 587,018.39 | 1,890,595.20 | (1,303,576.81) |
| 80 Total Equity | <u>11,120,398.69</u> | <u>10,538,892.58</u> | <u>581,506.11</u> |
| 81 TOTAL LIABILITIES & EQUITY | <u>12,418,770.66</u> | <u>13,277,484.69</u> | <u>(858,714.03)</u> |

Garberville Sanitary District
Statement of Profit and Loss
For the One and Ten Months Ended April 30, 2015

| | | Total Water | | Total Sewer | |
|-----------|--|-------------|------------------|-------------|------------------|
| | | Apr 15 | Jul '14 - Apr 15 | Apr 15 | Jul '14 - Apr 15 |
| 1 | Ordinary Income/Expense | | | | |
| 2 | Income | | | | |
| 3 | Water Charges | | | | |
| 4 | 4100 · Residential | 21,819.84 | 231,800.10 | 0.00 | 0.00 |
| 5 | 4110 · Commercial | 17,240.30 | 177,440.07 | 0.00 | 0.00 |
| 6 | Total Water Charges | 39,060.14 | 409,240.17 | 0.00 | 0.00 |
| 7 | 4200 · Sewer Charges | 0.00 | 0.00 | 29,999.68 | 304,242.42 |
| 8 | 4300 · Connection Fees | 0.00 | 15,000.00 | 0.00 | 20,200.00 |
| 9 | 4650 · Late Charges | 255.00 | 2,827.50 | 255.00 | 2,827.50 |
| 10 | 4700 · Other Operating Revenue | 10.00 | 123.50 | 19.70 | 64.70 |
| 11 | Total Income | 39,325.14 | 427,191.17 | 30,274.38 | 327,334.62 |
| 12 | Gross Profit | 39,325.14 | 427,191.17 | 30,274.38 | 327,334.62 |
| 13 | Expense | | | | |
| 14 | Administrative and General | | | | |
| 15 | 5000 · Advertising | 0.00 | 390.66 | 0.00 | 390.64 |
| 16 | 5005 · Bad Debts | 0.00 | 2,234.58 | 0.00 | 3,048.24 |
| 17 | 5010 · Bank Charges | | | | |
| 18 | 5012 · Merchant Account F | 18.09 | 385.01 | 18.10 | 384.98 |
| 19 | 5010 · Bank Charges - Othe | 0.00 | 205.87 | 0.00 | 205.84 |
| 20 | Total 5010 · Bank Charges | 18.09 | 590.88 | 18.10 | 590.82 |
| 21 | 5020 · Directors Fees | 0.00 | 350.00 | 0.00 | 350.00 |
| 22 | 5030 · Dues and Memberships | 97.50 | 1,368.72 | 97.50 | 1,212.72 |
| 23 | 5035 · Education and Training | 250.00 | 1,210.31 | 0.00 | 885.30 |
| 24 | Insurance | | | | |
| 25 | 5040 · Liability | 805.73 | 4,790.30 | 805.72 | 4,790.20 |
| 26 | 5050 · Workers' Comp | 1,549.93 | 10,131.50 | 1,089.13 | 8,593.57 |
| 27 | 5055 · Health | | | | |
| 28 | 5037 · Employee Benefi | 0.00 | 982.37 | 0.00 | 592.39 |
| 29 | 5055.1 · Employee Porti | (463.66) | (3,181.04) | (419.95) | (3,041.43) |
| 30 | 5055 · Health - Other | 1,686.06 | 13,509.90 | 1,686.06 | 13,509.90 |
| 31 | Total 5055 · Health | 1,222.40 | 11,311.23 | 1,266.11 | 11,060.86 |
| 32 | Total Insurance | 3,578.06 | 26,233.03 | 3,160.96 | 24,444.63 |
| 33 | 5060 · Licenses, Permits, and F | 210.00 | 3,072.64 | 1,476.34 | 15,068.70 |
| 34 | 5065 · Auto | 0.00 | 422.55 | 0.00 | 421.01 |
| 35 | 5070 · Miscellaneous | 0.00 | 286.59 | 0.00 | 0.00 |
| 36 | 5080 · Office Expense | 564.03 | 2,459.87 | 564.03 | 2,247.56 |
| 37 | 5085 · Outside Services | 641.49 | 4,585.81 | 4,691.93 | 7,120.17 |
| 38 | 5090 · Payroll Taxes | 1,257.92 | 8,778.75 | 855.11 | 6,621.61 |
| 39 | 5100 · Postage | 144.81 | 1,020.63 | 144.81 | 1,020.59 |
| 40 | 5110 · Professional Fees | 210.00 | 10,014.74 | 210.00 | 11,036.21 |
| 41 | 5120 · Property Taxes | 0.00 | 12.00 | 0.00 | 0.00 |
| 42 | 5125 · Repairs and Maintenan | 0.00 | 0.00 | 23.75 | 23.75 |
| 43 | 5130 · Rents | 410.00 | 4,610.00 | 410.00 | 4,010.00 |
| 44 | 5135 · Retirement | 233.76 | 2,033.88 | 168.95 | 1,519.58 |
| 45 | 5137 · Supplies | 21.62 | 202.30 | 21.65 | 202.32 |
| 46 | 5140 · Telephone | 295.97 | 2,784.95 | 295.97 | 2,784.92 |

Garberville Sanitary District
Statement of Profit and Loss
For the One and Ten Months Ended April 30, 2015

| | | Total Water | | Total Sewer | |
|----|-----------------------------------|-------------|------------------|-------------|------------------|
| | | Apr 15 | Jul '14 - Apr 15 | Apr 15 | Jul '14 - Apr 15 |
| 47 | 5145 · Tools | 205.81 | 2,409.31 | 128.09 | 1,219.27 |
| 48 | 5150 · Travel and Meetings | 61.63 | 300.30 | 27.80 | 227.46 |
| 49 | 5155 · Utilities | 56.05 | 768.03 | 56.06 | 768.00 |
| 50 | 5160 · Wages | | | | |
| 51 | 5165 · Wages - Overtime | 0.00 | 23.29 | 0.00 | 31.05 |
| 52 | 5160 · Wages - Other | 5,256.81 | 37,975.43 | 4,696.40 | 34,197.38 |
| 53 | Total 5160 · Wages | 5,256.81 | 37,998.72 | 4,696.40 | 34,228.43 |
| 54 | Total Administrative and General | 13,513.55 | 114,139.25 | 17,047.45 | 119,441.93 |
| 55 | Sewage Collection | | | | |
| 56 | 6010 · Fuel | 0.00 | 0.00 | 221.18 | 2,419.28 |
| 57 | 6030 · Repairs and Maintenan | 0.00 | 0.00 | 5,043.60 | 17,387.32 |
| 58 | 6040 · Supplies | 0.00 | 0.00 | 350.85 | 1,299.74 |
| 59 | 6050 · Utilities | 0.00 | 0.00 | 377.28 | 4,223.61 |
| 60 | 6060 · Wages | | | | |
| 61 | 6065 · Wages - Overtime Se | 0.00 | 0.00 | 148.50 | 1,172.49 |
| 62 | 6060 · Wages - Other | 0.00 | 0.00 | 1,859.00 | 11,171.30 |
| 63 | Total 6060 · Wages | 0.00 | 0.00 | 2,007.50 | 12,343.79 |
| 64 | Total Sewage Collection | 0.00 | 0.00 | 8,000.41 | 37,673.74 |
| 65 | Sewage Treatment | | | | |
| 66 | 6075 · Fuel | 0.00 | 0.00 | 221.18 | 1,580.78 |
| 67 | 6080 · Monitoring | 0.00 | 0.00 | 437.50 | 4,903.87 |
| 68 | 6100 · Repairs and Maintenan | 0.00 | 0.00 | 462.51 | 7,733.23 |
| 69 | 6110 · Supplies | 0.00 | 0.00 | 1,159.14 | 6,778.54 |
| 70 | 6120 · Utilities | 0.00 | 0.00 | 720.09 | 7,692.99 |
| 71 | 6130 · Wages | | | | |
| 72 | 6135 · Wages - Overtime Se | 0.00 | 0.00 | 252.00 | 2,826.17 |
| 73 | 6130 · Wages - Other | 0.00 | 0.00 | 2,785.00 | 25,360.99 |
| 74 | Total 6130 · Wages | 0.00 | 0.00 | 3,037.00 | 28,187.16 |
| 75 | Total Sewage Treatment | 0.00 | 0.00 | 6,037.42 | 56,876.57 |
| 76 | Water Trans and Distribution | | | | |
| 77 | 7075 · Fuel | 221.18 | 1,586.40 | 0.00 | 0.00 |
| 78 | 7090 · Repairs and Maintenan | 336.69 | 14,379.99 | 0.00 | 0.00 |
| 79 | 7100 · Supplies | 39.89 | 9,586.01 | 0.00 | 0.00 |
| 80 | 7110 · Utilities | 635.35 | 8,582.16 | 0.00 | 0.00 |
| 81 | 7120 · Wages | | | | |
| 82 | 7125 · Wages - Overtime W | 261.00 | 3,136.76 | 0.00 | 0.00 |
| 83 | 7120 · Wages - Other | 3,041.00 | 18,101.73 | 0.00 | 0.00 |
| 84 | Total 7120 · Wages | 3,302.00 | 21,238.49 | 0.00 | 0.00 |
| 85 | Total Water Trans and Distributio | 4,535.11 | 55,373.05 | 0.00 | 0.00 |
| 86 | Water Treatment | | | | |
| 87 | 7020 · Fuel | 221.18 | 2,884.65 | 0.00 | 0.00 |
| 88 | 7010 · Monitoring | 266.01 | 2,165.27 | 0.00 | 0.00 |
| 89 | 7030 · Repairs and Maintenan | 1,824.92 | 5,179.33 | 0.00 | 0.00 |
| 90 | 7040 · Supplies | 1,849.29 | 15,405.45 | 0.00 | 0.00 |

Garberville Sanitary District
Statement of Profit and Loss
For the One and Ten Months Ended April 30, 2015

| | | Total Water | | Total Sewer | |
|----|-----------------------------------|-----------------|-------------------|--------------------|--------------------|
| | | Apr 15 | Jul '14 - Apr 15 | Apr 15 | Jul '14 - Apr 15 |
| 91 | 7050 · Utilities | 2,374.69 | 29,917.76 | 0.00 | 0.00 |
| 92 | 7060 · Wages | | | | |
| 93 | 7065 · Wages - Overtime W | 232.50 | 3,301.95 | 0.00 | 0.00 |
| 94 | 7060 · Wages - Other | 5,071.00 | 32,868.78 | 0.00 | 0.00 |
| 95 | Total 7060 · Wages | 5,303.50 | 36,170.73 | 0.00 | 0.00 |
| 96 | Total Water Treatment | 11,839.59 | 91,723.19 | 0.00 | 0.00 |
| 97 | Total Expense | 29,888.25 | 261,235.49 | 31,085.28 | 213,992.24 |
| 98 | Net Ordinary Income | 9,436.89 | 165,955.68 | (810.90) | 113,342.38 |
| 99 | Other Income/Expense | | | | |
| ## | Other Income | | | | |
| ## | 8053 · Water Capital Grant Income | 0.00 | 481,271.37 | 0.00 | 0.00 |
| ## | 8060 · Interest Income | 18.11 | 143.34 | 15.94 | 140.50 |
| ## | 8070 · Other Non-Operating Reven | 0.00 | 0.00 | 600.00 | 950.00 |
| ## | Total Other Income | 18.11 | 481,414.71 | 615.94 | 1,090.50 |
| ## | Other Expense | | | | |
| ## | 9040 · Depreciation | 4,384.00 | 43,840.00 | 12,383.00 | 123,830.00 |
| ## | 9050 · Interest Expense | 0.00 | 1,820.49 | 0.00 | 5,294.39 |
| ## | Total Other Expense | 4,384.00 | 45,660.49 | 12,383.00 | 129,124.39 |
| ## | Net Other Income | (4,365.89) | 435,754.22 | (11,767.06) | (128,033.89) |
| ## | Net Income | 5,071.00 | 601,709.90 | (12,577.96) | (14,691.51) |

Garberville Sanitary District
Statement of Profit and Loss
For the One and Ten Months Ended April 30, 2015

| | | TOTAL | |
|-----------|--|---------------|-------------------------|
| | | Apr 15 | Jul '14 - Apr 15 |
| 1 | Ordinary Income/Expense | | |
| 2 | Income | | |
| 3 | Water Charges | | |
| 4 | 4100 · Residential | 21,819.84 | 231,800.10 |
| 5 | 4110 · Commercial | 17,240.30 | 177,440.07 |
| 6 | Total Water Charges | 39,060.14 | 409,240.17 |
| 7 | 4200 · Sewer Charges | 29,999.68 | 304,242.42 |
| 8 | 4300 · Connection Fees | 0.00 | 35,200.00 |
| 9 | 4650 · Late Charges | 510.00 | 5,655.00 |
| 10 | 4700 · Other Operating Revenue | 29.70 | 188.20 |
| 11 | Total Income | 69,599.52 | 754,525.79 |
| 12 | Gross Profit | 69,599.52 | 754,525.79 |
| 13 | Expense | | |
| 14 | Administrative and General | | |
| 15 | 5000 · Advertising | 0.00 | 781.30 |
| 16 | 5005 · Bad Debts | 0.00 | 5,282.82 |
| 17 | 5010 · Bank Charges | | |
| 18 | 5012 · Merchant Account F | 36.19 | 769.99 |
| 19 | 5010 · Bank Charges - Othe | 0.00 | 411.71 |
| 20 | Total 5010 · Bank Charges | 36.19 | 1,181.70 |
| 21 | 5020 · Directors Fees | 0.00 | 700.00 |
| 22 | 5030 · Dues and Memberships | 195.00 | 2,581.44 |
| 23 | 5035 · Education and Training | 250.00 | 2,095.61 |
| 24 | Insurance | | |
| 25 | 5040 · Liability | 1,611.45 | 9,580.50 |
| 26 | 5050 · Workers' Comp | 2,639.06 | 18,725.07 |
| 27 | 5055 · Health | | |
| 28 | 5037 · Employee Benefi | 0.00 | 1,574.76 |
| 29 | 5055.1 · Employee Porti | (883.61) | (6,222.47) |
| 30 | 5055 · Health - Other | 3,372.12 | 27,019.80 |
| 31 | Total 5055 · Health | 2,488.51 | 22,372.09 |
| 32 | Total Insurance | 6,739.02 | 50,677.66 |
| 33 | 5060 · Licenses, Permits, and F | 1,686.34 | 18,141.34 |
| 34 | 5065 · Auto | 0.00 | 843.56 |
| 35 | 5070 · Miscellaneous | 0.00 | 286.59 |
| 36 | 5080 · Office Expense | 1,128.06 | 4,707.43 |
| 37 | 5085 · Outside Services | 5,333.42 | 11,705.98 |
| 38 | 5090 · Payroll Taxes | 2,113.03 | 15,400.36 |
| 39 | 5100 · Postage | 289.62 | 2,041.22 |
| 40 | 5110 · Professional Fees | 420.00 | 21,050.95 |
| 41 | 5120 · Property Taxes | 0.00 | 12.00 |
| 42 | 5125 · Repairs and Maintenanc | 23.75 | 23.75 |
| 43 | 5130 · Rents | 820.00 | 8,620.00 |
| 44 | 5135 · Retirement | 402.71 | 3,553.46 |
| 45 | 5137 · Supplies | 43.27 | 404.62 |
| 46 | 5140 · Telephone | 591.94 | 5,569.87 |

Garberville Sanitary District
Statement of Profit and Loss
For the One and Ten Months Ended April 30, 2015

| | | TOTAL | |
|----|--|------------------|-------------------------|
| | | Apr 15 | Jul '14 - Apr 15 |
| 47 | 5145 · Tools | 333.90 | 3,628.58 |
| 48 | 5150 · Travel and Meetings | 89.43 | 527.76 |
| 49 | 5155 · Utilities | 112.11 | 1,536.03 |
| 50 | 5160 · Wages | | |
| 51 | 5165 · Wages - Overtime | 0.00 | 54.34 |
| 52 | 5160 · Wages - Other | 9,953.21 | 72,172.81 |
| 53 | Total 5160 · Wages | 9,953.21 | 72,227.15 |
| 54 | Total Administrative and General | 30,561.00 | 233,581.18 |
| 55 | Sewage Collection | | |
| 56 | 6010 · Fuel | 221.18 | 2,419.28 |
| 57 | 6030 · Repairs and Maintenan | 5,043.60 | 17,387.32 |
| 58 | 6040 · Supplies | 350.85 | 1,299.74 |
| 59 | 6050 · Utilities | 377.28 | 4,223.61 |
| 60 | 6060 · Wages | | |
| 61 | 6065 · Wages - Overtime Se | 148.50 | 1,172.49 |
| 62 | 6060 · Wages - Other | 1,859.00 | 11,171.30 |
| 63 | Total 6060 · Wages | 2,007.50 | 12,343.79 |
| 64 | Total Sewage Collection | 8,000.41 | 37,673.74 |
| 65 | Sewage Treatment | | |
| 66 | 6075 · Fuel | 221.18 | 1,580.78 |
| 67 | 6080 · Monitoring | 437.50 | 4,903.87 |
| 68 | 6100 · Repairs and Maintenan | 462.51 | 7,733.23 |
| 69 | 6110 · Supplies | 1,159.14 | 6,778.54 |
| 70 | 6120 · Utilities | 720.09 | 7,692.99 |
| 71 | 6130 · Wages | | |
| 72 | 6135 · Wages - Overtime Se | 252.00 | 2,826.17 |
| 73 | 6130 · Wages - Other | 2,785.00 | 25,360.99 |
| 74 | Total 6130 · Wages | 3,037.00 | 28,187.16 |
| 75 | Total Sewage Treatment | 6,037.42 | 56,876.57 |
| 76 | Water Trans and Distribution | | |
| 77 | 7075 · Fuel | 221.18 | 1,586.40 |
| 78 | 7090 · Repairs and Maintenan | 336.69 | 14,379.99 |
| 79 | 7100 · Supplies | 39.89 | 9,586.01 |
| 80 | 7110 · Utilities | 635.35 | 8,582.16 |
| 81 | 7120 · Wages | | |
| 82 | 7125 · Wages - Overtime W | 261.00 | 3,136.76 |
| 83 | 7120 · Wages - Other | 3,041.00 | 18,101.73 |
| 84 | Total 7120 · Wages | 3,302.00 | 21,238.49 |
| 85 | Total Water Trans and Distributio | 4,535.11 | 55,373.05 |
| 86 | Water Treatment | | |
| 87 | 7020 · Fuel | 221.18 | 2,884.65 |
| 88 | 7010 · Monitoring | 266.01 | 2,165.27 |
| 89 | 7030 · Repairs and Maintenan | 1,824.92 | 5,179.33 |
| 90 | 7040 · Supplies | 1,849.29 | 15,405.45 |

Garberville Sanitary District
Statement of Profit and Loss
For the One and Ten Months Ended April 30, 2015

| | | TOTAL | |
|-----------|--|-------------------|-------------------------|
| | | Apr 15 | Jul '14 - Apr 15 |
| 91 | 7050 · Utilities | 2,374.69 | 29,917.76 |
| 92 | 7060 · Wages | | |
| 93 | 7065 · Wages - Overtime W | 232.50 | 3,301.95 |
| 94 | 7060 · Wages - Other | 5,071.00 | 32,868.78 |
| 95 | Total 7060 · Wages | 5,303.50 | 36,170.73 |
| 96 | Total Water Treatment | 11,839.59 | 91,723.19 |
| 97 | Total Expense | 60,973.53 | 475,227.73 |
| 98 | Net Ordinary Income | 8,625.99 | 279,298.06 |
| 99 | Other Income/Expense | | |
| ## | Other Income | | |
| ## | 8053 · Water Capital Grant Income | 0.00 | 481,271.37 |
| ## | 8060 · Interest Income | 34.05 | 283.84 |
| ## | 8070 · Other Non-Operating Reven | 600.00 | 950.00 |
| ## | Total Other Income | 634.05 | 482,505.21 |
| ## | Other Expense | | |
| ## | 9040 · Depreciation | 16,767.00 | 167,670.00 |
| ## | 9050 · Interest Expense | 0.00 | 7,114.88 |
| ## | Total Other Expense | 16,767.00 | 174,784.88 |
| ## | Net Other Income | (16,132.95) | 307,720.33 |
| ## | Net Income | (7,506.96) | 587,018.39 |



GARBERVILLE SANITARY DISTRICT

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

Date: 05/26/15
To: GSD Board of Directors
From: Operations Manager
Subject: Monthly Reports

All Samples tested OK.

No Safety Incidents or near misses.

Ron Copenhafer
Operations Manager
Garberville Sanitary District



GARBERVILLE SANITARY DISTRICT

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

BOARD AGENDA MEMORANDUM

Meeting Date: May 26, 2015
To: Garberville Sanitary District Board of Directors
From: Jennie Short, Consultant Projects Manager
Subject: Alderpoint Road Tank Replacement Project

GENERAL OVERVIEW

During the March 2015 Board meeting, financing options were discussed and staff was directed to continue to pursue financing for the construction costs on this project. RCAC has approved the District for up to \$500,000 for 5-years, 5% interest rate, and 1% loan fee. The deadline for executing the loan was April 1, 2015. The loan commitment period was extended until September 1st by paying a \$250 fee.

I have also inquired with Co-Bank as to the possibility of obtaining a construction loan from them. "CoBank is a national cooperative bank serving vital industries across rural America. The bank provides loans, leases, export financing and other financial services to agribusinesses and rural power, water and communications providers in all 50 states. CoBank is a member of the Farm Credit System, a nationwide network of banks and retail lending associations chartered to support the borrowing needs of U.S. agriculture and the nation's rural economy." *From Co-Bank's website*

Co-Bank has reviewed a package of basic District information including the project description, bid documents, current year's draft financial statements, the last 3 year's audited financial statements, and other miscellaneous project documents. The loan officer indicates that obtaining credit with them is very likely. The next step in the loan approval process is for the board to adopt a resolution similar to the one attached. Once the resolution has been sent to the loan officer, the initial approval process will take about 2 weeks. Next there will be coordination between District Counsel and CoBank legal counsel to determine the wording of the promissory note and the security for the loan. The outcome will be loan documents for the Board to consider and then execute. The timeline for this process generally takes 4-6 weeks.

The construction funding that they have available is more like a traditional loan in that the entire amount will be disbursed when the loan closes. There are three options with Co-Bank: a 5-year, 10-year, or 20-year term. The interest rates vary depending upon which term is selected. The table below summarizes the details of each option for your consideration.

Table 1. Summary of Co-Bank and RCAC Loan options - All \$500,000 principle amount

| Description | RCAC 5-year Term | Co-Bank 5-year Term | Co-Bank 10-year Term | Co-Bank 20-year Term |
|---|---------------------|------------------------|-------------------------|-------------------------|
| Interest Rate <small>(these vary by week and will be locked in when the loan is finalized)</small> | 5.00% | 3.13% | 3.89% | 4.61% |
| Approximate Annual Dividend | 0% | 0.75% | 0.75% | 0.75% |
| Loan Fee | \$5,250 | \$1,000 | \$1,000 | \$1,000 |
| Annual Payment | \$115,487 | \$109,600 | \$61,300 | \$63,500 |
| Dividend Offset | 0 | \$ (3,750) | \$ (3,750) | \$ (3,750) |
| Difference in Annual Pmts | \$0 | (\$9,637) | (\$57,937) | (\$55,737) |
| Total Financing Costs | \$82,687 | \$30,250 | \$76,500 | \$98,500 |
| Difference | \$52,437 | \$ 0 | \$46,250 | \$68,250 |

The 10-year term loan with Co-Bank costs a total of \$6,187 less in financing costs and reduces the annual payment by \$57,937 a year. This alternative does require us to plan to make payments for twice as long, but doesn't cost the District ratepayers more in the long run. The lower annual payment gives the District freedom to use more of the annual operating income for other maintenance, repairs, and investment in capital projects instead of utilizing the total available operating income to make this loan payment.

By taking a loan instead of spending our reserves, we will receive interest on the \$500,000 that remains in Humboldt County Trust account. The interest is estimated to be \$8,000 over the 10-year period at 0.3%.

Staff also anticipates that in addition to the \$500,000, approximately \$60,000 will be spent out of the reserve funds.

STAFF RECOMMENDATION FOR BOARD ACTIONS

Staff recommends that the Board:

1. Approve Resolution 15-006 and authorize the Chair of the Board to sign the Resolution.
2. Direct staff to pursue the 10-year term loan with Co-Bank with the understanding that the loan interest rate will vary and may be slightly higher or lower than the rate in this memo.

ATTACHMENTS

RCAC Loan Extension Letter
Resolution 15-006



Corporate Office:
3120 Freeboard Drive, Suite 201
West Sacramento, CA 95691
(916) 447-2854 • Fax (916) 447-2878

April 9, 2015

Mr. Soran Anderson - Chairperson of the Board of Directors
c/o Garberville Sanitary District
1081 Alderpoint Road
Garberville, CA 95542

Re: Alderpoint Road Tank Replacement Project
~~Humboldt County, California~~
Loan No.: 6200-GSD-02
Commitment Modification #1

Dear Mr. Anderson:

Rural Community Assistance Corporation ("RCAC") has approved a six-month extension to the commitment expiration date as referenced in the commitment letter dated October 8, 2014. No other terms of the Commitment have been modified.

- **Commitment Expiration Date is October 1, 2015, upon receipt of \$250.00 Commitment extension fee.**

We have enclosed 2 duplicate originals of this Commitment Letter Modification. **Please return one signed original and a check for \$250.00 to us within 30 days, or we will cancel the original Commitment Letter.** If you have any questions, please call Paul Yturriago, Loan Closing Specialist II at (916) 447-9832, extension 1010.

Sincerely,

Michael D. Carroll
Director, Lending and Housing

Agreed to and Accepted:

Garberville Sanitary District
a California public body

Soran Anderson

05.06.15
Date



GARBERVILLE SANITARY DISTRICT

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

RESOLUTION NO. 15-006

A RESOLUTION OF THE GARBERVILLE SANITARY DISTRICT AUTHORIZING THE CHAIR OF THE BOARD OF DIRECTORS TO EXECUTE ANY NECESSARY DOCUMENTS FOR A LOAN APPLICATION TO CO-BANK FOR THE ALDERPOINT ROAD TANK REPLACEMENT PROJECT AND ANY AMENDMENTS THERETO AND DIRECTING STAFF TO PROVIDE ANY SUPPORTING DOCUMENTS FOR THE PROCESSING OF THE LOAN APPLICATION.

WHEREAS, the Garberville Sanitary District is a Special District that was formed by the Humboldt County Board of Supervisors on April 12, 1932, pursuant to the Sanitary District Act of 1923, after a majority vote was cast in a general election; and

WHEREAS, the Garberville Sanitary District purchased a private water company in November 2004; and

WHEREAS, the infrastructure of the private water company included a 30,000-gallon redwood treated water storage tank on Alderpoint Road; and

WHEREAS, the Alderpoint Road Tank has been leaking; and

WHEREAS, the District has attempted to repair the leak and has determined that replacement is the most feasible solution; and

WHEREAS, in 2012 the District contracted with SHN Consulting Engineers and Geologists to conduct a feasibility analysis for tank replacement; and

WHEREAS, the outcome of the feasibility analysis was replacement with a 200,000-gallon steel tank; and

WHEREAS, a citizen filed a complaint in November 2012 with the State Water Resources Control Board Division of Water Rights (SWRCB-DWR) regarding their dissatisfaction with the timing for the repair of the leak; and

WHEREAS, after District staff responded to the complaint, the SWRCB-DWR issued a letter concurring with the District's 5-year replacement timeline; and

WHEREAS, in January 2013 the District contract with LACO Associates to prepare an INITIAL STUDY and ENVIRONMENTAL CHECKLIST; and

WHEREAS, the INITIAL STUDY and ENVIRONMENTAL CHECKLIST dated May 2013 was circulated for public comment; and

WHEREAS, on July 23, 2013, GSD Board of Directors at a duly notice meeting reviewed the Initial Study, took public comment and held a public hearing regarding proposed adoption of Resolution No. 13-07, Adopting Initial Study and Draft Mitigated Negative Declaration prepared pursuant to the California Environmental Quality Act ("CEQA") (California Public Resources Code § 21000, et seq.) for the Alderpoint Road Tank Replacement Project; and

WHEREAS, the Board adopted Resolution 13-07 and the District filed a Notice of Determination on July 23, 2013; and

WHEREAS, the District bid and awarded the project in April 2015; and

WHEREAS, the **CoBank** is authorized to make loans for capital improvement project in rural communities; and

WHEREAS, Garberville is a disadvantaged community; and

WHEREAS, the Garberville Sanitary District wishes to obtain from **CoBank** a loan for the construction of the Alderpoint Road Tank Replacement Project, (hereinafter referred to as "Project") located on APN 223-181-009; and

WHEREAS, **CoBank** has an infrastructure construction loan funding program that allows a 5-year, 10-year or 20-year term loan; and

WHEREAS, prior to **CoBank** executing the Note and Loan Agreements, **Garberville Sanitary District** is required to pass a resolution formally establishing a dedicated source of revenue to repay the loan or other acceptable collateral.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the foregoing recitals are true and correct and shall be implemented as stated; and

BE IT FURTHER RESOLVED AND ORDERED, that the District shall submit to **CoBank** an application for a **loan in an amount not to exceed \$500,000** for the Alderpoint Road Tank Replacement Project to be developed in the County of Humboldt in the State of California; and

BE IT FURTHER RESOLVED AND ORDERED, that the **CHAIRPERSON OF THE BOARD OF DIRECTORS** to execute in the name of the District, the loan application and any amendments thereto; and

BE IT FURTHER RESOLVED AND ORDERED, that District Staff is directed to provide any documentation required by **CoBank** for the processing of the loan application.

Passed and adopted by the Garberville Sanitary District's Board of Directors on **May 26, 2015** during a regular business meeting, by the following vote:

AYES: Directors _____

NOES: Directors _____

EXCUSED: Directors _____

_____, Chairperson

ATTEST:

_____,
Tina Stillwell
Clerk of Board of Directors

**3-T EQUIPMENT CO. INC.
1596 HAMPTON WAY
SANTA ROSA, CA 95407**

4/9/15

**GARBERVILLE SANITARY DISTRICT
P.O. BOX 211
919 REDWOOD DRIVE
GARBERVILLE, CA 95542
ATTN: MR. RALPH EMERSON
GENERAL MANAGER**

**SUBJECT: LEASE PURCHASE PLAN FOR OBRIEN TRAILER JETTER AND PEARPOINT
MINI-MAINLINE CCTV COLOR SEWER INSPECTION SYSTEM**

MR. EMERSON.

**WE ARE PLEASED TO SUBMIT FOR YOUR CONSIDERATION A LEASE PURCHASE
PLAN FOR THE ABOVE SUBJECT EQUIPMENT**

**FINANCE AMOUNT - \$72,021.15
TERM 60 MONTHS (5 YEARS)
MONTHLY PAYMENTS - \$1,409.17
QUARTERLY PAYMENTS - \$4,182.14
SEMI-ANNUAL PAYMENTS - \$8,297.20
ANNUAL PAYMENTS - \$16,329.50**

**MONTHLY PAYMENT – NOTHING DUE UPFRONT AND FIRST PAYMENT DUE IN
APPROXIMATELY 30 DAYS**

ALL OTHER PAYMENTS FIRST PAYMENT IN ADVANCE

**IF YOU HAVE ANY QUESTIONS OR NEED ADDITIONAL INFORMATION PLEASE FEEL
FREE IN CONTACTING ME AT 1-707-799-5997**



PO Box 640 - 503 Highway 2 West
Devils Lake ND 58301
(800) 451-7087

Credit Application

* Denotes Required Field

Jim Stekl

Ph #: (701) 665-1647

(800) 451-7087

Fax to: (800) 215-6799 or

E-mail to:

applications@WesternEquipmentFinance.com

| | | | | | |
|--|----------------------|----------------------------|--|---|-------------------|
| Business Information | | | | | |
| Complete Legal Name of Business* | | | | Business Structure (please check one)* | |
| Doing Business As (DBA) Name (if applicable) | | | | <input type="checkbox"/> Sole Proprietor No DBA <input type="checkbox"/> Municipal <input type="checkbox"/> Sole Proprietor w/ DBA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Partnership <input type="checkbox"/> "S" Corporation <input type="checkbox"/> Limited Partnership <input type="checkbox"/> "C" Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Other: | |
| Type of Business* | Business Start Date* | Date of Current Ownership* | Is your business revenue less than \$50 Million? <input type="checkbox"/> Yes <input type="checkbox"/> No | Federal Tax ID # | |
| Billing Address* | | City* | State* | Zip Code* | County or Parish* |
| Equipment Address (if different than above) | | City | State | Zip Code | County or Parish |
| Contact | | E-Mail | | WEF Customer Number (if current customer) | |
| Phone Number* | | Cell Number* | | Fax Number | |
| 1st Principal Owner's Information - All fields required for all business structures except Municipal and Non-Profit | | | | | |
| First Name | Middle Initial | Last Name | Suffix (i.e. Jr, Sr, II, III) | % Owned | |
| Social Security # | Date of Birth | Title | | Phone Number | |
| Address | | City | State | Zip Code | |
| 2nd Principal Owner's Information - All fields required for all business structures except Municipal and Non-Profit | | | | | |
| First Name | Middle Initial | Last Name | Suffix (i.e. Jr, Sr, II, III) | % Owned | |
| Social Security # | Date of Birth | Title | | Phone Number | |
| Address | | City | State | Zip Code | |
| Bank Reference | | | | | |
| Bank Name | | | City | State | |
| Contact | | | Phone Number | | |
| Equipment Information | | | | | |
| Vendor Name | | Contact | Phone Number | Requested Term (in months) | |
| Type of Equipment (Please be as specific as possible or include a copy of the quote or invoice)* | | | | | |
| Year | Make | Model | Description | <input type="checkbox"/> New <input type="checkbox"/> Additional Equipment <input type="checkbox"/> Used <input type="checkbox"/> Replacement Equipment | |
| Equipment Cost* | Amount of Trade-In* | Amount Owed on Trade-In* | Cash Down Payment* | Amount of Financing Needed* | |
| Insurance Company (that will insure above equipment) - INSURANCE IS REQUIRED ON ALL EQUIPMENT FINANCED | | | | | |
| Agent Name | | | Company Name | | |
| Phone Number | | | Policy Number | | |
| Terms & Conditions | | | | | |
| For purposes of obtaining credit, I (We) certify that all of the information in this application is true and correct. I (We) authorize Western Equipment Finance, Inc. (Western) to confirm all information in this application (which may include obtaining credit reports, contacting references, etc.) either in connection with my (our) initial application for credit, or at any time during the term of the lease/finance agreement. I (We) agree to release and waive all claims against Western and those references listed above for all acts or omissions that occur in verifying the same information. Customer Identification Program: To help the government fight the funding of terrorism and money laundering activities, Federal Law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account. What this means to you: when you open an account, we will ask for your name, address, date of birth and other information that will allow us to identify you. We may also ask to see your driver's license and other identifying documents. | | | | | |

Signature _____ Title _____ Date _____

Signature _____ Title _____ Date _____

NA 9028 R10111

Advantage Computer
 PO Box 385, 1000 W Miller Rd
 Iola, KS 66749
 Phone: (620) 365-5156
 Fax: (620) 365-7980
 www.websupporthelp.com



Quote
 No.: **34966**
 Date: 5/14/2015

Prepared for:
 Tina Stillwell
Garberville Sanitary District
 919 Redwood Drive
 PO Box 211
 Garberville, CA 95542-0211 USA

Acct ID: J0709
 Phone: (707) 923-9566
 Fax: (707) 923-3130

| Quantity | Item ID | Description | UOM | Discount | Sell | Total |
|--|-------------|---|-----|----------|----------|----------|
| ----- New Computer: | | | | | | |
| 1 | SYSA332-W8P | AMD A6-5400K 3.6Ghz Dual-Core 4GB DDR3 500GB Ent. DVD+-RW W8P <i>AMD A6-5400 3.6GHz Dual-Core Processor - 4GB RAM - 500GB Enterprise Hard Drive - DVD+RW Optical Drive - 64-bit - Windows 8 - 3 yr Parts Warranty - Wired Keyboard & Mouse included..</i> | EA | \$0.00 | \$785.00 | \$785.00 |
| 1 | HDW4416 | Memory 4GB DDR3 1600 DIMM PC3-12800 | EA | \$0.00 | \$45.00 | \$45.00 |
| 1 | PWR107 | UPS 825VA CP w/LCD, 3 yr Warranty <i>Full-time Surge Protection & Battery Backup</i> | EA | \$0.00 | \$105.00 | \$105.00 |
| 1 | CAB809 | Cable Serial DB9M to IDC10 Low Profile | EA | \$0.00 | \$7.50 | \$7.50 |
| 1 | CAB367-BK | Patch Cable 7' Cat6 Black | EA | \$0.00 | \$7.00 | \$7.00 |
| Jayhawk will transfer customers JUBS S4R3 software to new PC and PC will also come with the following software installed: | | | | | | |
| 1 | SFW530 | Microsoft Office 2013 Home & Business <i>Includes: Word, Excel, PowerPoint, OneNote & Outlook</i> | EA | \$0.00 | \$255.00 | \$255.00 |
| Customer has opted not to purchase a monitor, and will use current monitor. Customer will also use current anti-virus, and QuickBooks software. | | | | | | |
| 1.00 | Labor - | PC Labor to Transfer Data from Old PC and to set up printers, etc | EA | \$0.00 | \$275.00 | \$275.00 |
| 1.00 | Shipping | Shipping & Handling Expense (Estimated) | EA | \$0.00 | \$75.00 | \$75.00 |
| Note: Jayhawk Software is not responsible for checking software compatibility with Windows 7 Pro, 64 bit operating system, other than software quoted herein. Please review current software & printers for compatibility prior to purchase. | | | | | | |

Your Price: \$1,554.50
Total: \$1,554.50

Prices are firm until 6/30/2015

Terms: Cash - Prepay

Prepared by: Terri Stewart, terri@jayhawksoftware.com

Date: 5/14/2015

Accepted by: _____

Date: _____

By signing, you agree to purchase the above equipment, software, and/or services under the pricing and terms outlined herein (applicable tax may be added/updated when invoiced). Only work stated above will be performed (NO installation, travel or technical service is included for this quote or covered under equipment warranty unless specified). Prepayment, along with signed quote, required on all orders, unless previous arrangements are made. All software sales are final. Authorized returns must be within 15 days and subject to a 25% restocking fee.

Advantage Computer
 PO Box 385, 1000 W Miller Rd
 Iola, KS 66749
 Phone: (620) 365-5156
 Fax: (620) 365-7980
 www.websupporthelp.com



Quote
 No.: **34965**
 Date: **5/14/2015**

Prepared for:
 Tina Stillwell
Garberville Sanitary District
 919 Redwood Drive
 PO Box 211
 Garberville, CA 95542-0211 USA

Acct ID: J0709
 Phone: (707) 923-9566
 Fax: (707) 923-3130

| Quantity | Item ID | Description | UOM | Discount | Sell | Total |
|--|---------|-------------|-----|----------|------|-------|
| ----- Upgrade to Jayhawk Utility Suite (JUS) Billing Software: | | | | | | |

JUS Software/Custom Programming/User Licenses:

| | | | | | | |
|------|--------------|--|----|--------|------------|------------|
| 1.00 | JUS Purchase | JUS Purchase -1 user (up to 500 accounts) <i>Unlimited Stepped, Flat, %, and Miscellaneous Charges and Rates Includes Handheld and Radio Read AMR interface for Jayhawk Compatible solutions Laser Printer and Hi-Speed Internet w/ JLS required Includes FREE conversion of the following current JUBS data: customer name, address, last reading, account balance. Does not include usage or financial history.</i> | EA | \$0.00 | \$2,150.00 | \$2,150.00 |
|------|--------------|--|----|--------|------------|------------|

___ Convert ALL accounts/premises

___ I want to select accounts/premises that will NOT be converted. Any accounts that customer does NOT wish to have converted should be moved to Route # 86 prior to final conversion of data.
 Any customers not placed on this route WILL be converted regardless of status.

Signature: _____

| | | | | | | |
|------|-----------------|---|----|--------|----------|----------|
| 1.00 | Network License | Additional Network User License (JUS - 2 users total) | EA | \$0.00 | \$250.00 | \$250.00 |
|------|-----------------|---|----|--------|----------|----------|

| | | | | | | |
|------|--------------|--|----|--------|----------|----------|
| 1.00 | JUS Con Stmt | JUS Consolidated Statement/Payments Module | EA | \$0.00 | \$350.00 | \$350.00 |
|------|--------------|--|----|--------|----------|----------|

Puts selection on account tab for primary/sub-account. Normal prints on bill cards. Primary/sub-account print on full page statement (only one format currently available). The primary account has the address bill will be mailed to. The statement displays breakdown of each accounts' usage and bill. (Consolidated Bill Printing doesn't utilize any of the Owner/Landlord/Renter dual bill printing options). This module also includes consolidated payment entry for the consolidated accounts which allows a single account to be selected for payment and it will automatically apply full payment to all the related accounts

Customer may have to manually set customers/accounts up in JUS on Consolidated billing (only on combined/ affected accounts). Jayhawk is still researching this.

| | | | | | | |
|------|--------|--------------------------|----|--------|----------|----------|
| 1.00 | JUS QB | JUS Quickbooks Interface | EA | \$0.00 | \$199.00 | \$199.00 |
|------|--------|--------------------------|----|--------|----------|----------|

Interface will allow user to setup QuickBooks accounting information and General Ledger Accounts in JUS. JUS will track every transaction affecting accounting to create a posting file to import into QuickBooks. Interface eliminates manual entries and missed entries thereby reducing time and errors. Also includes incrementing, unique posting numbers and additional reports so easily verifiable for discrepancies and audit purposes.

Requires QuickBooks 2010 or newer. It is recommended that customer enable Account Numbers in QuickBooks for successful integration with JUS. Interface is based on specific recommended setup and usage of QuickBooks, which will be discussed during demo to determine if interface meets customer's needs. Does not include QuickBooks support. Customer should contact Roger Knibb at Trout, Beeman & Co (913) 764-1922, or your local QuickBooks support person for pricing on QuickBooks support.

NOTE: This quote is for the STANDARD VERSION OF JUS and does NOT include any of the custom programming previously provided in JUBS.

Customer agrees that the standard version of JUS will handle customer's needs per email and phone conversations between Tina and Jayhawk in March and April 2015, and is willing to make setup and manual processing changes as discussed.

| | | | | | | |
|------------------|--|--|--|--|--|-------------------|
| Subtotal: | | | | | | \$2,949.00 |
|------------------|--|--|--|--|--|-------------------|

Quote

No.: **34965**

Date: **5/14/2015**

| Quantity | Item ID | Description | UOM | Discount | Sell | Total |
|--|------------------------|--|-----|----------|------------|-------------------|
| Training/Annual Support/Shipping/Discounts: | | | | | | |
| 2.50 | Utility Suite Training | Utility Suite Training - 2.5 days (recommended) <i>Remote setup and training via internet and JLS Connection (If preferred, On-site is available at a higher rate.)</i> A minimum of two and-a-half days is recommended for training. If additional days are needed after quote has been approved, customer will be billed at the rate of \$500 per day for additional remote support. Training hours purchased will be consumed prior to support hours being utilized. Training hours purchased must be used within 6 months of install. Training available M-F between the hours of 8:00 a.m. and 5:00 p.m CST. | EA | \$0.00 | \$500.00 | \$1,250.00 |
| 1.00 | JUS Support (15 Hours) | Annual Support Agreement <i>Includes up to 15 hours of remote toll-free support M-F 8:00 am - 5 pm CST. If additional hours are incurred during term of support agreement, support will billed at \$50/hour. Also includes all available updates to customer's version released by Jayhawk Software during term of agreement.</i> | EA | \$0.00 | \$700.00 | \$700.00 |
| 1.00 | Admin Disc - J | JUBS Upgrade Discount | EA | \$0.00 | (\$500.00) | (\$500.00) |
| Subtotal: | | | | | | \$1,450.00 |

NOTE: Estimated date of delivery is contingent upon schedule as of date of receipt of signed quote and payment from customer.
Current schedule for delivery of "off the shelf" software is 6-8 weeks, while delivery of customized software, or software with conversion is estimated at 12 or more weeks, depending on customization.

ADDITIONAL OPTIONS AVAILABLE: (Not included in quote)

- Additional network user license: \$250 with initial purchase.
- Laser Bill Cards: \$300 for 3000 cards depending on format, layout and quantity ordered.
- Laser Printers: \$400-\$1500 for HP and Lexmark laser printers.
- Electronic Payment Options:
 - EP 1- Bank Drafts or EP Report (Printed/Excel/PDF) - \$350 Bank Drafts printed, or EP Report is printed or stored as PDF or Excel document, and transferred to your bank for processing from customers checking or savings.
 - EP 2- Web Based Payment Processor File -Bank Account - \$350 - Batch Electronic File created from billing software and electronically transferred to a secure Web Based Payment Processor from customer's checking or savings.
 - EP 3- Bank ACH file - \$900 - Batch ACH Electronic File created from billing software and transferred to your bank for processing from customer's checking or savings. Non standard file formats available with additional charge.
 - EP 4- Web Based Payment Processor File, Bank Account or Credit Card - \$550 - Batch Electronic File created from billing software and electronically transferred to a secure Web Based Payment vendor for processing from customer's checking, savings, credit or debit card, as well as ability to process walk-in/phone-in credit card payments in your office with optional USB card swiper.
- Email Billing Module: \$950 - Includes option to send Bills and/or Past Due Notices to selected customer accounts via e-mail and adds a customer email report. Can email an individual bill or all bills together. Customer accounts not selected for email billing will print a card or paper statement.
- AMR Solutions: Jayhawk Software is a reseller of the following keypad entry style handheld --- Motorola Workabout Pro 4 handheld (keypad entry) with desktop cradle, rechargeable battery, and JUS Interface - \$2,074

JUS can also interface with touchread or drive-by meter reading solutions. For information and pricing on hardware/equipment, please contact: Steve Coad with Mueller Systems/Hersey Meters (704) 245-3732 --OR-- Invensys/Sensus (800)892-4304 --OR-- Matt Carls with Midwest Meter/Badger (800)634-4746 --OR-- Travis Norris with Schulte Supply/Neptune Meters (314)703-7708

Your Price: \$4,399.00

Quote

No.: **34965**

Date: 5/14/2015

Total: \$4,399.00

Prices are firm until 6/30/2015

Terms: Cash - Prepay

Prepared by: Terri Stewart, terri@jayhawksoftware.com

Date: 5/14/2015

Accepted by: _____

Date: _____

By signing, you agree to purchase the above equipment, software, and/or services under the pricing and terms outlined herein (applicable tax may be added/updated when invoiced). Only work stated above will be performed (NO installation, travel or technical service is included for this quote or covered under equipment warranty unless specified). Prepayment, along with signed quote, required on all orders, unless previous arrangements are made. All software sales are final. Authorized returns must be within 15 days and subject to a 25% restocking fee.