

**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**

**September 27, 2016
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___, Linda Brodersen___, Doug Bryan___, Richard Thompson___, Gary Wellborn___

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. PUBLIC COMMENT ON ANY ITEM ON THE CLOSED SESSION AGENDA

V. CLOSED SESSION

A. No items for closed session

VI. OPEN SESSION

A. Board Report of action, if any, taken during closed session—No action

VII. 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

VIII. ANNOUNCEMENTS AND COMMUNICATIONS

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

Trent Sanders Project—Hippie Hill pg.3

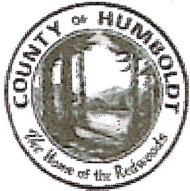
Operations Staff-

Office Staff-

Board Members-

General Manager—Ralph Emerson pg. 8

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



HUMBOLDT COUNTY
 PLANNING AND BUILDING DEPARTMENT
 CURRENT PLANNING DIVISION
 3015 H STREET, EUREKA, CA 95501 ~ PHONE (707) 445-7541

RECEIVED
 SEP 07 2016

9/1/2016

PROJECT REFERRAL TO: Garberville Sanitary District

Project Referred To The Following Agencies:

Building Inspection Division, Public Works Land Use Division, Health and Human Services Environmental Health Division, Supervising Planner, Current Planning Division, County Counsel, CalFire, California Department of Fish And Wildlife, Northwest Information Center, Bear River Band Rohnerville Rancheria, California Department of Transportation District #1, Garberville Sanitary District, Garberville Fire Protection District, Todd B. Becker, P.G., QSD

Applicant Name Trent Sanders **Key Parcel Number** 032-141-010-000

Application (APPS#) 10858 **Assigned Planner** Karen Meynell (707) 268-3731 **Case Number(s)** CUP16-095
 DR16-012

Please review the above project and provide comments with any recommended conditions of approval. To help us log your response accurately, please include a copy of this form with your correspondence.

Questions concerning this project may be directed to the assigned planner for this project between 8:30am and 5:30pm Monday through Friday.

County Zoning Ordinance allows up to 15 calendar days for a response. If no response or extension request is received by the response date, processing will proceed as proposed.

If this box is checked, please return large format maps with your response.

Return Response No Later Than 9/16/2016

Planning Commission Clerk
 County of Humboldt Planning and Building Department
 3015 H Street
 Eureka, CA 95501
E-mail: PlanningClerk@co.humboldt.ca.us **Fax:** (707) 268-3792

We have reviewed the above application and recommend the following (please check one):

- Recommend Approval. The Department has no comment at this time.
- Recommend Conditional Approval. Suggested Conditions Attached.
- Applicant needs to submit additional information. List of items attached.
- Recommend Denial. Attach reasons for recommended denial.

Other Comments: Garberville Sanitary District will require a new 8" water line connected to existing water line. A new 6" sewer line will have to be installed under caltrans off ramp.

DATE: 9/16/16

PRINT NAME: Ralph Emerson

Mailed Monday 9-19-16.



HUMBOLDT COUNTY
 PLANNING AND BUILDING DEPARTMENT ~ PLANNING DIVISION
 3015 H STREET, EUREKA, CA 95501 ~ PHONE (707) 445-7541

PROJECT TRANSMITTAL

APPLICANT Trent Sanders **KEY PARCEL** 032-141-010-000 Garberville **DATE** 8/29/2016 **CONTACT** Karen Meynell **APPS#** 10858

PROJECT INFORMATION

SUBJECT Conditional Use Permit
Design Review

CASE NUMBERS CUP16-095
DR16-012

PROJECT DESCRIPTION

The project is a Conditional Use Permit for the construction of an inn on a 1.2 acre vacant parcel. The entry building will consist of a 1,695 square foot lobby and reception area. Also proposed is a 852 square foot conference room and 1,243 square foot utility, storage and laundry building with a 1,132 square foot caretaker's unit on the second floor. The guestrooms will consist of 15 individual suites in a 6,174 square foot single-story building. The project also includes an outdoor pool, spa, patio areas and a 250 square foot pool building which will house the outdoor showers, sauna and mechanical equipment. The project will require approximately 500 cubic yards of grading and 15 trees to be removed. The site plan shows 27 parking spaces. The project will incorporate extensive landscaping, LID features, permeable paving elements, night-friendly lighting, energy efficient construction and environmentally friendly building materials. Design Review is required. There is a monument sign proposed within the right-of-way of Redwood Drive.

PROJECT LOCATION

The project is located in Humboldt County, in the Garberville area, on the east side of Redwood Drive, approximately 850 feet south from the intersection of Alderpoint Road and Redwood Drive, on the property known as 401 Redwood Drive.

PRESENT PLAN DESIGNATIONS

Commercial General (CG),
Garberville/Redway/Benbow/Alderpoint Community Plan
(GRBAP), Density: N/A, Slope Stability: Moderate Instability (2)

PRESENT ZONING

(C-2-D) Community Commercial (C-2), Design Control (D)

KEY PARCEL NUMBER 032-141-010-000

ADDITIONAL PARCEL #S

APPLICANT INFORMATION OWNER INFORMATION AGENT INFORMATION

Name Trent Sanders
Address 1 PO Box 1126
Address 2
City Redway **State** CA **Zip** 95560
Phone 707-986-7068 **E-Mail**

Name Trent Sanders
Address1 PO Box 1126
Address2
City Redway **State** CA **Zip** 95560
Phone **E-Mail**

Name Julian Berg
Address1 Julian Berg Designs
Address2 846 A Street
City Arcata **State** CA **Zip** 95521
Phone 707-407-8870 **E-Mail** julianberg@gmail.com

ADDITIONAL PROJECT INFORMATION

ADDITIONAL OWNERS

Empty.

[Insert Additional Owner](#) | [First 50](#) | [Previous](#) | [Next](#) | [Last](#) | [All](#) | [Search Table](#)

DECISION MAKER Zoning Administrator
ENVIRONMENTAL REVIEW REQUIRED? No
CEQA EXEMPTION SECTION 15303-New Construction/Conversion Small Structures
MAJOR ISSUES None
STATE APPEAL STATUS Project is NOT appealable to the California Coastal Commission



AERIAL MAP

**PROPOSED SANDERS
CONDITIONAL USE PERMIT &
DESIGN REVIEW**

**GARBERVILLE AREA
CUP-16-095/DR-16-012**

APN: 032-141-010

T04S R03E S24 HB&M (Garberville)

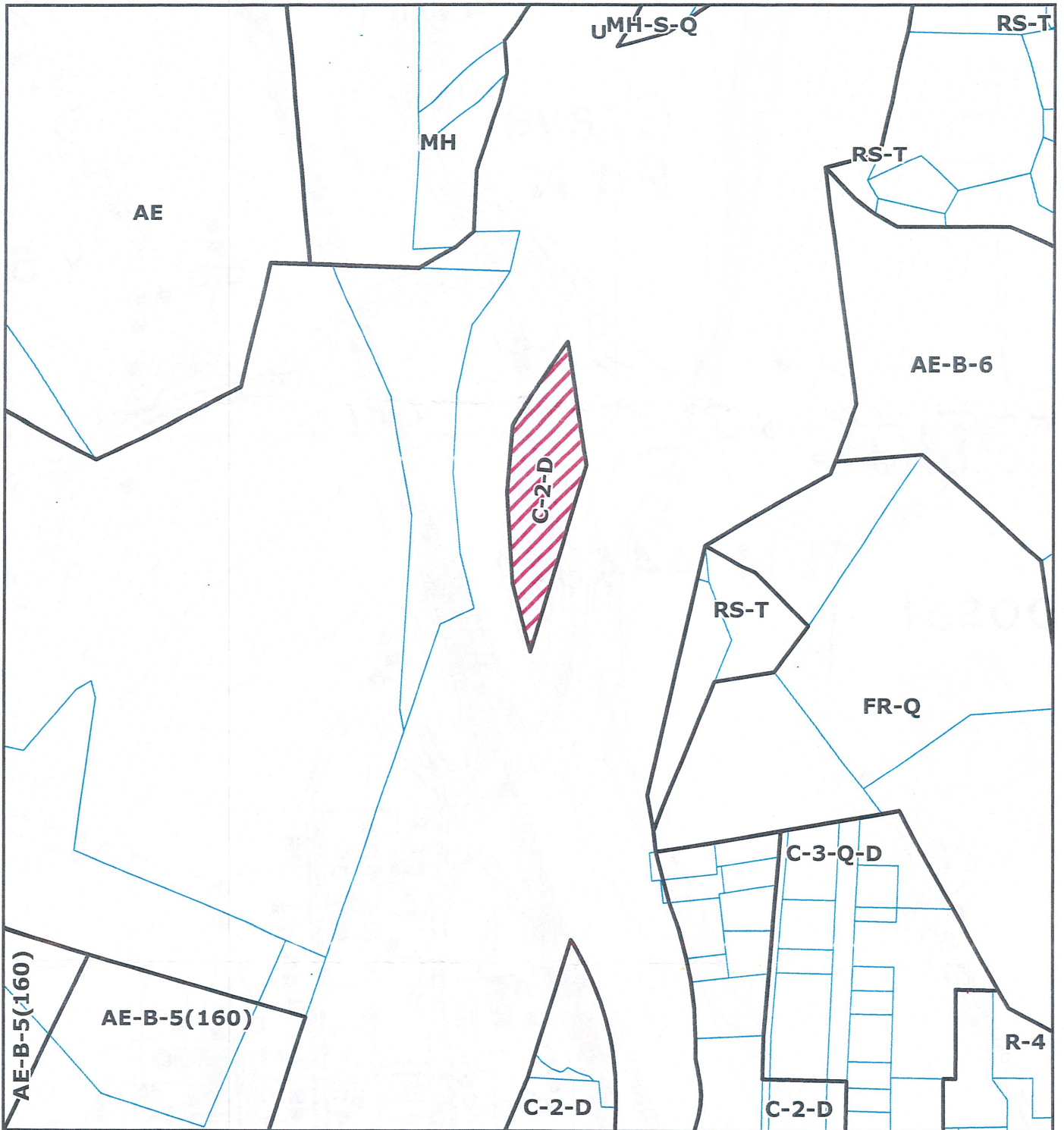
Project Area = 

This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.



0 250 Feet





ZONING MAP

**PROPOSED SANDERS
CONDITIONAL USE PERMIT &
DESIGN REVIEW
GARBERVILLE AREA
CUP-16-095/DR-16-012**

APN: 032-141-010

T04S R03E S24 HB&M (Garberville)

Project Area = 

This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.





Plan of Operation

The project located at 401 Redwood drive, Garberville Ca., will be a newly constructed lifestyle hotel. The project will be built using green materials and practices, limiting the carbon footprint during construction. Solar capacity will be installed using grid intertie to offset energy consumption. Rainwater catchment will be incorporated to maintain drought resistant landscaping. Hours of operation will be consistent with other hotels in the area, limiting outdoor activities to 11 p.m. Employees will consist of one full time, live-in manager, two full time maids and one full time groundskeeper/maintenance person. Additional part time employees may be needed. The project will be serviced by the Garberville sanitary district, no type of emissions or adverse impacts are expected. This parcel stand alone, situated between US101 and Redwood Drive, and isolated from other businesses or residences. The past use of the site was a squatter's camp, which has recently been cleaned and vacated. A new lifestyle motel will provide employment opportunities as well as attract tourism to this area.

Garberville Sanitary District
PO Box 211
Garberville, CA. 95542
(707)923-9566
remerson@garbervillesd.org

GENERAL MANAGER REPORT

Date: September 27, 2016

A few incidents occurred this past month which required a unified effort by staff to rectify or accomplish and some of those were (1) customers falling behind on their service charges which took a lot of time to meet them and work on payment options (2) a customer behind Dazeys lumber yard which had consistent sewer blockages and when Bret VanMeter was replacing the service lateral, it was discovered that the connection to the main sewer line was not connected correctly which required an emergency excavation and repair from Wahlund Construction (3) Telemetry not working correctly at Wallen rd tank which has been operated in manual mode until the programmers come back in a couple weeks.

We rented equipment for a week to clean the cat tails from three ponds, remove the sludge drying bed, locate bypass valves, clean ditches and install culverts. Brian, Dan & myself worked on this which gave staff much needed training on equipment.

With Ron giving his resignation we have been trying to learn all we can from Ron while making plans on how to lose a valuable and loyal employee of GSD while moving forward to meet our requirements and get me trained to move into the on-call rotation. There is no doubt that losing the most knowledgeable GSD employee will be difficult but hopefully Ron will consider an offer I gave of assisting us when needed as a professional service consultant.

I was contacted by the man who has 46 fire hydrants for sale in Crescent City at \$400/hydrant and after talking with him, I will go up there on a weekend to check them out because although I rejected them once, there may be an opportunity to make these work and save GSD over \$3,000 per hydrant.

We are still working on grant opportunities but as of yet, have not secured any.

Respectfully Submitted:

Ralph Emerson



GARBERVILLE SANITARY DISTRICT

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

| Financial Report as of August 31, 2016 | | | |
|--|--|--|---------------------|
| 1 | Operating Account | | \$102,909.09 |
| 2 | WRF Account | | \$72,635.83 |
| 3 | SRF Account | | \$75,197.93 |
| 4 | Water Enterprise Fund | | \$46,220.28 |
| 5 | County Treasury – Sewer Reserve | | \$344,370.84 |
| 6 | County Treasury – Water Reserve | | \$236,225.85 |
| 7 | Petty Cash & Cash Drawer | | \$236.07 |
| 8 | | | \$877,795.89 |
| 9 | Revenue and Expenses for September (8-1-16 to 8-31-16) | | |
| 10 | Revenue | | |
| 11 | Water Charges | | \$53,233.29 |
| 12 | Sewer Charges | | \$33,309.91 |
| 13 | Late Charges | | \$460.00 |
| 14 | Connection Fees | | \$0.00 |
| 15 | Other Revenue | | \$185.00 |
| 17 | Total Revenue | | \$87,188.20 |
| 18 | Expenses | | |
| 19 | Administrative | | \$11,580.86 |
| 20 | Payroll | | \$12,535.01 |
| 21 | Rent | | \$835.00 |
| 22 | Sewer (PR, monitoring, repairs & Utilities) | | \$7,879.24 |
| 23 | Water (PR, monitoring, pumping, repairs, & Utilities) | | \$18,886.05 |
| 24 | Total Expenses | | \$51,716.16 |
| 25 | Net Operating Revenue | | \$35,472.04 |
| 26 | Depreciation | | |
| 27 | Water Depreciation | | \$26,438.83 |
| 28 | Sewer Depreciation | | \$13,713.17 |
| 29 | Total Depreciation | | \$40,152.00 |
| 30 | Interest expense | | \$933.72 |
| 31 | Interest Revenue | | \$57.67 |
| 32 | NET Revenue | | -\$5,556.01 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Garberville Sanitary District
Register QuickReport
August 2016

| | | | Date | Num | Memo | Amount |
|-----------|--------------------------------------|--|------------|------------|------------------------------------|-----------|
| 1 | 101 Netlink | | | | | |
| 2 | | | 08/02/2016 | 8263 | Internet | -224.00 |
| 3 | Total 101 Netlink | | | | | -224.00 |
| 4 | Blue Star Gas | | | | | |
| 5 | | | 08/02/2016 | 8264 | Office | -9.50 |
| 6 | Total Blue Star Gas | | | | | -9.50 |
| 7 | C & K Market Inc. | | | | | |
| 8 | | | 08/03/2016 | 8/3mtg | Safety Meeting | -16.18 |
| 9 | | | 08/10/2016 | 8/10-5826 | Staff Meeting | -12.53 |
| 10 | | | 08/23/2016 | 8/23brdmtg | 8/23 Board Meeting | -18.57 |
| 11 | | | 08/31/2016 | 8/31-5826 | Safety Meeting | -10.74 |
| 12 | Total C & K Market Inc. | | | | | -58.02 |
| 13 | Capital Bank & Trust | | | | | |
| 14 | | | 08/05/2016 | 61714 | 025158148 | -336.02 |
| 15 | | | 08/05/2016 | 71714 | 557880519 | -1,046.01 |
| 16 | | | 08/19/2016 | 44718 | 025158148 | -337.09 |
| 17 | | | 08/19/2016 | 54718 | 557880519 | -1,034.17 |
| 18 | Total Capital Bank & Trust | | | | | -2,753.29 |
| 19 | Copiers Plus | | | | | |
| 20 | | | 08/17/2016 | 8283 | Black Drum Unit | -191.16 |
| 21 | Total Copiers Plus | | | | | -191.16 |
| 22 | Crystal Springs Bottled Water | | | | | |
| 23 | | | 08/17/2016 | 8284 | Water | -15.00 |
| 24 | Total Crystal Springs Bottled Water | | | | | -15.00 |
| 25 | CSDA | | | | | |
| 26 | | | 08/17/2016 | 8/17debit | Policy & Procedure Writing Worksho | -100.00 |
| 27 | Total CSDA | | | | | -100.00 |
| 28 | Dazey's Building Center | | | | | |
| 29 | | | 08/02/2016 | 8265 | R & M and supplies | -113.05 |
| 30 | | | 08/17/2016 | 8285 | R & M and supplies | -56.48 |
| 31 | Total Dazey's Building Center | | | | | -169.53 |
| 32 | EDD | | | | | |
| 33 | | | 08/04/2016 | 173279 | 499-0538-3 | -483.52 |
| 34 | | | 08/19/2016 | 225286 | 499-0538-3 | -473.87 |
| 35 | Total EDD | | | | | -957.39 |
| 36 | Fluentstream Tech | | | | | |
| 37 | | | 08/02/2016 | 8/5debit | Office Phones | -114.51 |
| 38 | Total Fluentstream Tech | | | | | -114.51 |
| 39 | Frontier Communications | | | | | |
| 40 | | | 08/02/2016 | 8266 | | -334.04 |
| 41 | | | 08/17/2016 | 8286 | SWTP Phone | -58.58 |
| 42 | Total Frontier Communications | | | | | -392.62 |
| 43 | HACH COMPANY | | | | | |
| 44 | | | 08/02/2016 | 8267 | Reagent Set | -183.52 |

**Garberville Sanitary District
Register QuickReport
August 2016**

| | | | Date | Num | Memo | Amount |
|-----------|---|--|-------------|-------------|-------------------------------|---------------|
| 45 | Total HACH COMPANY | | | | | -183.52 |
| 46 | IRS | | | | | |
| 47 | | | 08/05/2016 | 478101 | 68-0296323 | -2,725.72 |
| 48 | | | 08/19/2016 | 3221530 | 68-0296323 | -2,686.08 |
| 49 | Total IRS | | | | | -5,411.80 |
| 50 | Jamie Corsetti, CPA | | | | | |
| 51 | | | 08/17/2016 | 8287 | Monthly & Year End Accounting | -450.00 |
| 52 | Total Jamie Corsetti, CPA | | | | | -450.00 |
| 53 | NAPA | | | | | |
| 54 | | | 08/17/2016 | 8288 | Boom Truck Maintenance | -167.83 |
| 55 | Total NAPA | | | | | -167.83 |
| 56 | North Coast Laboratories Ltd. | | | | | |
| 57 | | | 08/02/2016 | 8268 | Monitoring | -130.00 |
| 58 | Total North Coast Laboratories Ltd. | | | | | -130.00 |
| 59 | PG&E | | | | | |
| 60 | | | 08/02/2016 | 8269 | | -5,334.75 |
| 61 | Total PG&E | | | | | -5,334.75 |
| 62 | Pitney Bowes Purchase Power | | | | | |
| 63 | | | 08/17/2016 | 8/17debit | Postage | -383.21 |
| 64 | Total Pitney Bowes Purchase Power | | | | | -383.21 |
| 65 | Ralph Emerson | | | | | |
| 66 | | | 08/02/2016 | 8270 | Phone | -50.00 |
| 67 | Total Ralph Emerson | | | | | -50.00 |
| 68 | Recology Humboldt County | | | | | |
| 69 | | | 08/17/2016 | 8289 | Trash Pickup | -19.97 |
| 70 | Total Recology Humboldt County | | | | | -19.97 |
| 71 | Redway True Value | | | | | |
| 72 | | | 08/17/2016 | 8290 | R & M and Supplies | -317.33 |
| 73 | Total Redway True Value | | | | | -317.33 |
| 74 | Redwood Merchant Services | | | | | |
| 75 | | | 08/02/2016 | 8/2ach | 7/16Cr Cd fee | -48.00 |
| 76 | | | 08/31/2016 | 8/16crcdfee | 8/16 cr cd fees | -62.97 |
| 77 | Total Redwood Merchant Services | | | | | -110.97 |
| 78 | RENNER | | | | | |
| 79 | | | 08/10/2016 | 8/10ach | Fuel | -715.76 |
| 80 | Total RENNER | | | | | -715.76 |
| 81 | Rural Community Assistance Program | | | | | |
| 82 | | | 08/01/2016 | 8/1ach | Ln# 6200-GSD-02 | -4,717.81 |
| 83 | Total Rural Community Assistance Program | | | | | -4,717.81 |
| 84 | SDRMA | | | | | |
| 85 | | | 08/02/2016 | 8271 | Dental and Vision | -458.49 |
| 86 | | | 08/17/2016 | 8291 | Medical Ins | -3,705.66 |
| 87 | Total SDRMA | | | | | -4,164.15 |
| 88 | Sentry III Center | | | | | |

**Garberville Sanitary District
Register QuickReport
August 2016**

| | | | Date | Num | Memo | Amount |
|-----------|----------------------------------|--|-------------|------------|--------------------------------------|---------------|
| 89 | | | 08/02/2016 | 8272 | Rent | -835.00 |
| 90 | Total Sentry III Center | | | | | -835.00 |
| 91 | Staples Credit Plan | | | | | |
| 92 | | | 08/02/2016 | 8273 | Pens,plates,cups, trash bags,paper,j | -244.48 |
| 93 | Total Staples Credit Plan | | | | | -244.48 |
| 94 | Sylvandale Gardens | | | | | |
| 95 | | | 08/16/2016 | 8/16-5826 | 275 Gallon Tank Water/Wastewater | -291.60 |
| 96 | Total Sylvandale Gardens | | | | | -291.60 |
| 97 | Thomas & Associates | | | | | |
| 98 | | | 08/17/2016 | 8292 | Sunnybank R&M and Supplies | -536.52 |
| 99 | Total Thomas & Associates | | | | | -536.52 |
| ## | Umpqua Bank | | | | | |
| ## | | | 08/22/2016 | 8/22 debit | 7/16 Bank Fees | -128.63 |
| ## | Total Umpqua Bank | | | | | -128.63 |
| ## | Underground Service Alert | | | | | |
| ## | | | 08/02/2016 | 8274 | Annual % of Ticket Fee | -161.20 |
| ## | Total Underground Service Alert | | | | | -161.20 |
| ## | US Cellular | | | | | |
| ## | | | 08/02/2016 | 8275 | Cell Phones | -344.73 |
| ## | Total US Cellular | | | | | -344.73 |
| ## | Wells Fargo | | | | | |
| ## | | | 08/17/2016 | 8293 | Copier Lease | -90.72 |
| ## | Total Wells Fargo | | | | | -90.72 |
| ## | WYCKOFF'S | | | | | |
| ## | | | 08/02/2016 | 8276 | R & M and Supplies | -384.56 |
| ## | Total WYCKOFF'S | | | | | -384.56 |
| ## | Arreguin, Daniel J | | | | | |
| ## | | | 08/04/2016 | 8277 | | -1,420.83 |
| ## | | | 08/18/2016 | 8294 | | -1,629.90 |
| ## | Total Arreguin, Daniel J | | | | | -3,050.73 |
| ## | Copenhafer, Ronald | | | | | |
| ## | | | 08/04/2016 | 8278 | | -1,511.31 |
| ## | | | 08/18/2016 | 8295 | | -1,494.14 |
| ## | Total Copenhafer, Ronald | | | | | -3,005.45 |
| ## | Emerson, Ralph K | | | | | |
| ## | | | 08/04/2016 | 8279 | | -2,100.51 |
| ## | | | 08/18/2016 | 8296 | | -2,100.52 |
| ## | Total Emerson, Ralph K | | | | | -4,201.03 |
| ## | Miller, Brian A | | | | | |
| ## | | | 08/04/2016 | 8280 | | -1,295.24 |
| ## | | | 08/18/2016 | 8297 | | -1,179.91 |
| ## | Total Miller, Brian A | | | | | -2,475.15 |
| ## | Stillwell, Christina | | | | | |
| ## | | | 08/04/2016 | 8281 | | -887.72 |

**Garberville Sanitary District
 Register QuickReport
 August 2016**

| | | | Date | Num | Memo | Amount |
|-----------|----------------------------|--|-------------|------------|-------------|-------------------|
| ## | | | 08/18/2016 | 8298 | | -910.45 |
| ## | Total Stillwell, Christina | | | | | -1,798.17 |
| ## | TOTAL | | | | | -44,690.09 |

Garberville Sanitary District
Balance Sheet Prev Year Comparison
As of August 31, 2016

| | | Aug 31, 16 | Jun 30, 16 | \$ Change |
|-----------|--|---------------------|---------------------|-------------------|
| 1 | ASSETS | | | |
| 2 | Current Assets | | | |
| 3 | Checking/Savings | | | |
| 4 | 1005 · Umpqua Checking- Operating | 102,909.09 | 110,177.79 | (7,268.70) |
| 5 | 1006 · Umpqua System Reserve - Water | 72,635.83 | 72,592.66 | 43.17 |
| 6 | 1007 · Umpqua System Reserve - Sewer | 75,197.93 | 75,153.24 | 44.69 |
| 7 | 1011 · Water Enterprise Fund | 46,220.28 | 46,192.82 | 27.46 |
| 8 | 1030 · County Treasury - Sewer Reserve | 344,370.84 | 344,370.84 | 0.00 |
| 9 | 1031 · County Treasury - Water Reserve | 236,225.85 | 236,225.85 | 0.00 |
| 10 | 1040 · Petty Cash | 49.51 | 49.51 | 0.00 |
| 11 | 1050 · Cash Drawer | 186.56 | 186.56 | 0.00 |
| 12 | Total Checking/Savings | 877,795.89 | 884,949.27 | (7,153.38) |
| 13 | Accounts Receivable | | | |
| 14 | 11000 · Accounts Receivable - Other | 415.00 | 415.00 | 0.00 |
| 15 | Total Accounts Receivable | 415.00 | 415.00 | 0.00 |
| 16 | Other Current Assets | | | |
| 17 | 1100 · Accounts Receivable | 102,395.95 | 90,007.92 | 12,388.03 |
| 18 | 1110 · Accts Receivable Over Payments | (1,319.55) | (809.85) | (509.70) |
| 19 | 1120 · A/R - Employee | 256.30 | 256.30 | 0.00 |
| 20 | 1500 · Prepaid Insurance | 16,153.67 | 4,164.15 | 11,989.52 |
| 21 | 1501 · Prepaid Workers Comp | 9,556.78 | 0.00 | 9,556.78 |
| 22 | 1510 · Prepaid Licenses and Permits | 16,350.00 | 0.00 | 16,350.00 |
| 23 | 1550 · Allowance for Doubtful Accounts | (5,000.00) | (5,000.00) | 0.00 |
| 24 | Total Other Current Assets | 138,393.15 | 88,618.52 | 49,774.63 |
| 25 | Total Current Assets | 1,016,604.04 | 973,982.79 | 42,621.25 |
| 26 | Fixed Assets | | | |
| 27 | CIP - Leino Ln | 585.00 | 585.00 | 0.00 |
| 28 | CIP - Bear Canyon Aerial | 576.10 | 576.10 | 0.00 |
| 29 | DWTP (Water) 2015 | 4,968,104.88 | 4,968,104.88 | 0.00 |
| 30 | Tobin Well Project 2014 | 40,189.31 | 40,189.31 | 0.00 |
| 31 | Melville Project Lines 2015 | 59,612.79 | 59,612.79 | 0.00 |
| 32 | Alderpoint Tank Project (Water) | 671,516.84 | 671,516.84 | 0.00 |
| 33 | Collection Facilities | | | |
| 34 | Cost - Coll Fac | 44,170.59 | 44,170.59 | 0.00 |
| 35 | Cost - IP 2000 | 2,029,949.22 | 2,029,949.22 | 0.00 |
| 36 | Cost - Lines | 2,080,180.29 | 2,080,180.29 | 0.00 |
| 37 | Total Collection Facilities | 4,154,300.10 | 4,154,300.10 | 0.00 |
| 38 | Office Equipment | 32,004.40 | 32,004.40 | 0.00 |
| 39 | Equipment | 158,306.60 | 158,306.60 | 0.00 |
| 40 | Land - Water | 88,698.62 | 88,698.62 | 0.00 |
| 41 | Land - Sewer | 129,810.68 | 129,810.68 | 0.00 |
| 42 | Sewer Project - 2011 | 2,792,451.91 | 2,792,451.91 | 0.00 |
| 43 | Sewer Treatment Facilities | | | |

Garberville Sanitary District
Balance Sheet Prev Year Comparison
As of August 31, 2016

| | | | | Aug 31, 16 | Jun 30, 16 | \$ Change |
|----|--|---|--|-------------------|-------------------|------------------|
| 44 | | Cost - Equipment | | 14,492.40 | 8,069.38 | 6,423.02 |
| 45 | | Cost - Sewer Plant | | 488,193.00 | 488,193.00 | 0.00 |
| 46 | | Sewer Treatment Facilities - Other | | 4,500.00 | 4,500.00 | 0.00 |
| 47 | | Total Sewer Treatment Facilities | | 507,185.40 | 500,762.38 | 6,423.02 |
| 48 | | SWTP Office | | 19,740.96 | 19,740.96 | 0.00 |
| 49 | | Vehicles | | 48,023.52 | 48,023.52 | 0.00 |
| 50 | | Water Easements & Intangibles | | 177,397.11 | 177,397.11 | 0.00 |
| 51 | | MSR/SOI and Annexation Project | | 157,367.08 | 157,367.08 | 0.00 |
| 52 | | Water System | | 133,382.22 | 133,382.22 | 0.00 |
| 53 | | Accumulated Depreciation-Water | | (888,996.88) | (836,119.22) | (52,877.66) |
| 54 | | Accumulated Depreciation-Sewer | | (1,496,210.44) | (1,468,784.10) | (27,426.34) |
| 55 | | Total Fixed Assets | | 11,754,046.20 | 11,827,927.18 | (73,880.98) |
| 56 | | TOTAL ASSETS | | 12,770,650.24 | 12,801,909.97 | (31,259.73) |
| 57 | | LIABILITIES & EQUITY | | | | |
| 58 | | Liabilities | | | | |
| 59 | | Current Liabilities | | | | |
| 60 | | Accounts Payable | | | | |
| 61 | | 2000 - Accounts Payable | | 27,410.39 | 24,009.94 | 3,400.45 |
| 62 | | Total Accounts Payable | | 27,410.39 | 24,009.94 | 3,400.45 |
| 63 | | Other Current Liabilities | | | | |
| 64 | | *Accounts Payable | | 19,620.00 | 0.00 | 19,620.00 |
| 65 | | 2205 - Accrued Simple | | 0.00 | 1,437.87 | (1,437.87) |
| 66 | | 2230 - Accrued Vacation | | 25,910.51 | 25,910.51 | 0.00 |
| 67 | | 2250 - Loans Payable - Current Porti | | 78,918.27 | 78,918.27 | 0.00 |
| 68 | | Total Other Current Liabilities | | 124,448.78 | 106,266.65 | 18,182.13 |
| 69 | | Total Current Liabilities | | 151,859.17 | 130,276.59 | 21,582.58 |
| 70 | | Long Term Liabilities | | | | |
| 71 | | 2500 - N/P - SWRCB | | 168,855.28 | 191,123.20 | (22,267.92) |
| 72 | | 2605 - RCAC Loan #6200-GSD-02 | | 216,357.90 | 223,943.09 | (7,585.19) |
| 73 | | 2655 - Lease Payable - Copier | | 3,289.77 | 3,438.07 | (148.30) |
| 74 | | 2700 - SRF Loan - Water | | 1,356,479.82 | 1,356,479.82 | 0.00 |
| 75 | | 2900 - Less Current Portion | | (78,918.27) | (78,918.27) | 0.00 |
| 76 | | Total Long Term Liabilities | | 1,666,064.50 | 1,696,065.91 | (30,001.41) |
| 77 | | Total Liabilities | | 1,817,923.67 | 1,826,342.50 | (8,418.83) |
| 78 | | Equity | | | | |
| 79 | | 3000 - Contributed Capital | | 6,129,491.75 | 6,129,491.75 | 0.00 |
| 80 | | 3100 - Retained Earnings | | 4,843,115.72 | 5,105,728.46 | (262,612.74) |
| 81 | | 3200 - Prior Period Adjustment | | 2,960.00 | 2,960.00 | 0.00 |
| 82 | | Net Income | | (22,840.90) | (262,612.74) | 239,771.84 |
| 83 | | Total Equity | | 10,952,726.57 | 10,975,567.47 | (22,840.90) |
| 84 | | TOTAL LIABILITIES & EQUITY | | 12,770,650.24 | 12,801,909.97 | (31,259.73) |

**Garberville Sanitary District
Statement of Cash Flows
July through August 2016**

| | | | Jul - Aug 16 |
|-----------|-----------------------------|---|---------------------|
| 1 | OPERATING ACTIVITIES | | |
| 2 | | Net Income | (22,840.90) |
| 3 | | Adjustments to reconcile Net Income | |
| 4 | | to net cash provided by operations: | |
| 5 | | 1100 · Accounts Receivable | (12,388.03) |
| 6 | | 1110 · Accts Receivable Over Payments | 509.70 |
| 7 | | 1500 · Prepaid Insurance | (11,989.52) |
| 8 | | 1501 · Prepaid Workers Comp | (9,556.78) |
| 9 | | 1510 · Prepaid Licenses and Permits | (16,350.00) |
| 10 | | 2000 · Accounts Payable | 3,400.45 |
| 11 | | *Accounts Payable | 19,620.00 |
| 12 | | 2205 · Accrued Simple | (1,437.87) |
| 13 | | Net cash provided by Operating Activities | (51,032.95) |
| 14 | INVESTING ACTIVITIES | | |
| 15 | | Sewer Treatment Facilities:Cost - Equipment | (6,423.02) |
| 16 | | Accumulated Depreciation-Water | 52,877.66 |
| 17 | | Accumulated Depreciation-Sewer | 27,426.34 |
| 18 | | Net cash provided by Investing Activities | 73,880.98 |
| 19 | FINANCING ACTIVITIES | | |
| 20 | | 2500 · N/P - SWRCB | (22,267.92) |
| 21 | | 2605 · RCAC Loan #6200-GSD-02 | (7,585.19) |
| 22 | | 2655 · Lease Payable - Copier | (148.30) |
| 23 | | Net cash provided by Financing Activities | (30,001.41) |
| 24 | | Net cash increase for period | (7,153.38) |
| 25 | | Cash at beginning of period | 884,949.27 |
| 26 | | Cash at end of period | 877,795.89 |

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Second Month Ended Aug 31, 2016

| | | Total Water | | Total Sewer | |
|-----------|---|------------------|------------------|------------------|------------------|
| | | Aug 16 | Jul - Aug 16 | Aug 16 | Jul - Aug 16 |
| 1 | Ordinary Revenue/Expense | | | | |
| 2 | Revenue | | | | |
| 3 | Water Charges | | | | |
| 4 | 4100 · Residential | 32,442.97 | 58,423.38 | 0.00 | 0.00 |
| 5 | 4110 · Commercial | 20,790.32 | 38,220.30 | 0.00 | 0.00 |
| 6 | Total Water Charges | 53,233.29 | 96,643.68 | 0.00 | 0.00 |
| 7 | 4200 · Sewer Charges | 0.00 | 0.00 | 33,309.91 | 63,118.25 |
| 8 | 4650 · Late Charges | 230.00 | 462.02 | 230.00 | 462.02 |
| 9 | 4700 · Other Operating Revenue | 185.00 | 195.00 | 0.00 | 10.00 |
| 10 | Total Revenue | 53,648.29 | 97,300.70 | 33,539.91 | 63,590.27 |
| 11 | Gross Revenue | 53,648.29 | 97,300.70 | 33,539.91 | 63,590.27 |
| 12 | Expense | | | | |
| 13 | Administrative and General | | | | |
| 14 | 5010 · Bank Charges | | | | |
| 15 | 5012 · Merchant Account Fees | 52.08 | 110.98 | 52.09 | 110.99 |
| 16 | 5010 · Bank Charges - Other | 0.00 | 64.31 | 0.00 | 64.32 |
| 17 | Total 5010 · Bank Charges | 52.08 | 175.29 | 52.09 | 175.31 |
| 18 | 5030 · Dues and Memberships | 0.00 | 275.60 | 0.00 | 275.60 |
| 19 | 5035 · Education and Training | 50.00 | 12.50 | 50.00 | 262.50 |
| 20 | Insurance | | | | |
| 21 | 5040 · Liability | 599.48 | 1,198.96 | 599.47 | 1,198.94 |
| 22 | 5050 · Workers' Comp | 502.62 | 1,014.51 | 447.18 | 901.71 |
| 23 | 5055 · Health | | | | |
| 24 | 5055.1 · Employee Portion | (584.49) | (1,172.54) | (588.51) | (1,173.46) |
| 25 | 5055 · Health - Other | 2,082.08 | 4,164.16 | 2,082.07 | 4,164.14 |
| 26 | Total 5055 · Health | 1,497.59 | 2,991.62 | 1,493.56 | 2,990.68 |
| 27 | Total Insurance | 2,599.69 | 5,205.09 | 2,540.21 | 5,091.33 |
| 28 | 5060 · Licenses, Permits, and Fees | 210.00 | 420.00 | 1,425.00 | 2,850.00 |
| 29 | 5065 · Auto | 88.50 | 88.50 | 88.50 | 88.50 |
| 30 | 5080 · Office Expense | 156.20 | 432.94 | 156.20 | 432.94 |
| 31 | 5085 · Outside Services | 457.58 | 938.40 | 457.59 | 695.44 |
| 32 | 5090 · Payroll Taxes | 908.29 | 1,847.94 | 808.11 | 1,628.41 |
| 33 | 5100 · Postage | 95.80 | 191.60 | 95.80 | 191.61 |
| 34 | 5110 · Professional Fees | 572.50 | 797.50 | 572.50 | 797.50 |
| 35 | 5125 · Repairs and Maintenance | 3.02 | 3.02 | 3.01 | 3.01 |
| 36 | 5130 · Rents | 417.50 | 835.00 | 417.50 | 835.00 |
| 37 | 5135 · Retirement | 356.20 | 710.85 | 316.91 | 638.61 |
| 38 | 5140 · Telephone | 116.99 | 233.98 | 117.00 | 234.00 |
| 39 | 5145 · Tools | 1,095.01 | 1,206.38 | 173.41 | 284.78 |
| 40 | 5150 · Travel and Meetings | 29.00 | 66.93 | 29.02 | 66.95 |
| 41 | 5155 · Utilities | 147.08 | 263.91 | 147.08 | 263.92 |
| 42 | 5160 · Wages | 5,050.29 | 11,009.59 | 5,095.21 | 11,032.91 |
| 43 | Total Administrative and General | 12,405.73 | 24,715.02 | 12,545.14 | 25,848.32 |

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Second Month Ended Aug 31, 2016

| | | Total Water | | Total Sewer | |
|-----------|---|------------------|------------------|------------------|------------------|
| | | Aug 16 | Jul - Aug 16 | Aug 16 | Jul - Aug 16 |
| 44 | Sewage Collection | | | | |
| 45 | 6010 • Fuel | 0.00 | 0.00 | 205.41 | 384.36 |
| 46 | 6030 • Repairs and Maintenance | 0.00 | 0.00 | 125.74 | 144.97 |
| 47 | 6040 • Supplies | 0.00 | 0.00 | 526.98 | 529.22 |
| 48 | 6050 • Utilities | 0.00 | 0.00 | 422.17 | 817.77 |
| 49 | 6060 • Wages | | | | |
| 50 | 6065 • Wages - Overtime Sew | 0.00 | 0.00 | 0.00 | 384.75 |
| 51 | 6060 • Wages - Other | 0.00 | 0.00 | 1,741.25 | 3,317.25 |
| 52 | Total 6060 • Wages | 0.00 | 0.00 | 1,741.25 | 3,702.00 |
| 53 | Total Sewage Collection | 0.00 | 0.00 | 3,021.55 | 5,578.32 |
| 54 | Sewage Treatment | | | | |
| 55 | 6075 • Fuel | 0.00 | 0.00 | 205.41 | 384.36 |
| 56 | 6080 • Monitoring | 0.00 | 0.00 | 52.50 | 105.00 |
| 57 | 6100 • Repairs and Maintenance | 0.00 | 0.00 | 4.99 | 473.44 |
| 58 | 6110 • Supplies | 0.00 | 0.00 | 124.61 | 1,733.80 |
| 59 | 6120 • Utilities | 0.00 | 0.00 | 743.18 | 1,503.78 |
| 60 | 6130 • Wages | | | | |
| 61 | 6135 • Wages - Overtime Sew | 0.00 | 0.00 | 0.00 | 126.00 |
| 62 | 6130 • Wages - Other | 0.00 | 0.00 | 3,727.00 | 6,425.50 |
| 63 | Total 6130 • Wages | 0.00 | 0.00 | 3,727.00 | 6,551.50 |
| 64 | Total Sewage Treatment | 0.00 | 0.00 | 4,857.69 | 10,751.88 |
| 65 | Water Trans and Distribution | | | | |
| 66 | 7075 • Fuel | 205.38 | 384.33 | 0.00 | 0.00 |
| 67 | 7090 • Repairs and Maintenance | 3,105.77 | 3,777.06 | 0.00 | 0.00 |
| 68 | 7100 • Supplies | 768.83 | 771.07 | 0.00 | 0.00 |
| 69 | 7110 • Utilities | 975.79 | 1,799.61 | 0.00 | 0.00 |
| 70 | 7120 • Wages | | | | |
| 71 | 7125 • Wages - Overtime Wa | 622.50 | 649.50 | 0.00 | 0.00 |
| 72 | 7120 • Wages - Other | 2,712.75 | 5,246.50 | 0.00 | 0.00 |
| 73 | Total 7120 • Wages | 3,335.25 | 5,896.00 | 0.00 | 0.00 |
| 74 | Total Water Trans and Distribution | 8,391.02 | 12,628.07 | 0.00 | 0.00 |
| 75 | Water Treatment | | | | |
| 76 | 7020 • Fuel | 205.38 | 384.29 | 0.00 | 0.00 |
| 77 | 7010 • Monitoring | 92.50 | 353.52 | 0.00 | 0.00 |
| 78 | 7030 • Repairs and Maintenance | 2,230.54 | 2,249.88 | 0.00 | 0.00 |
| 79 | 7040 • Supplies | 230.82 | 233.04 | 0.00 | 0.00 |
| 80 | 7050 • Utilities | 4,248.29 | 8,051.54 | 0.00 | 0.00 |
| 81 | 7060 • Wages | | | | |
| 82 | 7065 • Wages - Overtime Wa | 126.00 | 126.00 | 0.00 | 0.00 |
| 83 | 7060 • Wages - Other | 3,361.50 | 6,917.75 | 0.00 | 0.00 |
| 84 | Total 7060 • Wages | 3,487.50 | 7,043.75 | 0.00 | 0.00 |
| 85 | Total Water Treatment | 10,495.03 | 18,316.02 | 0.00 | 0.00 |
| 86 | Total Expense | 31,291.78 | 55,659.11 | 20,424.38 | 42,178.52 |

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Second Month Ended Aug 31, 2016

| | Total Water | | Total Sewer | |
|-----------------------------------|--------------------|--------------------|--------------------|--------------------|
| | Aug 16 | Jul - Aug 16 | Aug 16 | Jul - Aug 16 |
| 87 Net Ordinary Revenue | 22,356.51 | 41,641.59 | 13,115.53 | 21,411.75 |
| 88 Other Revenue/Expense | | | | |
| 89 Other Revenue | | | | |
| 90 8060 · Interest Revenue | 35.32 | 70.63 | 22.35 | 44.69 |
| 91 Total Other Revenue | 35.32 | 70.63 | 22.35 | 44.69 |
| 92 Other Expense | | | | |
| 93 9040 · Depreciation | 26,438.83 | 52,877.66 | 13,713.17 | 27,426.34 |
| 94 9050 · Interest Expense | 925.52 | 1,866.99 | 8.20 | 3,838.57 |
| 95 Total Other Expense | 27,364.35 | 54,744.65 | 13,721.37 | 31,264.91 |
| 96 Net Other Revenue | (27,329.03) | (54,674.02) | (13,699.02) | (31,220.22) |
| 97 Net Revenue | (4,972.52) | (13,032.43) | (583.49) | (9,808.47) |

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Second Month Ended Aug 31, 2016

| | | | TOTAL | |
|-----------|---|-----------------------------------|------------------|---------------------|
| | | | Aug 16 | Jul - Aug 16 |
| 1 | Ordinary Revenue/Expense | | | |
| 2 | Revenue | | | |
| 3 | Water Charges | | | |
| 4 | 4100 | Residential | 32,442.97 | 58,423.38 |
| 5 | 4110 | Commercial | 20,790.32 | 38,220.30 |
| 6 | Total Water Charges | | 53,233.29 | 96,643.68 |
| 7 | 4200 Sewer Charges | | 33,309.91 | 63,118.25 |
| 8 | 4650 Late Charges | | 460.00 | 924.04 |
| 9 | 4700 Other Operating Revenue | | 185.00 | 205.00 |
| 10 | Total Revenue | | 87,188.20 | 160,890.97 |
| 11 | Gross Revenue | | 87,188.20 | 160,890.97 |
| 12 | Expense | | | |
| 13 | Administrative and General | | | |
| 14 | 5010 Bank Charges | | | |
| 15 | | 5012 Merchant Account Fees | 104.17 | 221.97 |
| 16 | | 5010 Bank Charges - Other | 0.00 | 128.63 |
| 17 | Total 5010 Bank Charges | | 104.17 | 350.60 |
| 18 | 5030 Dues and Memberships | | 0.00 | 551.20 |
| 19 | 5035 Education and Training | | 100.00 | 275.00 |
| 20 | Insurance | | | |
| 21 | | 5040 Liability | 1,198.95 | 2,397.90 |
| 22 | | 5050 Workers' Comp | 949.80 | 1,916.22 |
| 23 | | 5055 Health | | |
| 24 | | 5055.1 Employee Portion | (1,173.00) | (2,346.00) |
| 25 | | 5055 Health - Other | 4,164.15 | 8,328.30 |
| 26 | | Total 5055 Health | 2,991.15 | 5,982.30 |
| 27 | Total Insurance | | 5,139.90 | 10,296.42 |
| 28 | 5060 Licenses, Permits, and Fees | | 1,635.00 | 3,270.00 |
| 29 | 5065 Auto | | 177.00 | 177.00 |
| 30 | 5080 Office Expense | | 312.40 | 865.88 |
| 31 | 5085 Outside Services | | 915.17 | 1,633.84 |
| 32 | 5090 Payroll Taxes | | 1,716.40 | 3,476.35 |
| 33 | 5100 Postage | | 191.60 | 383.21 |
| 34 | 5110 Professional Fees | | 1,145.00 | 1,595.00 |
| 35 | 5125 Repairs and Maintenance | | 6.03 | 6.03 |
| 36 | 5130 Rents | | 835.00 | 1,670.00 |
| 37 | 5135 Retirement | | 673.11 | 1,349.46 |
| 38 | 5140 Telephone | | 233.99 | 467.98 |
| 39 | 5145 Tools | | 1,268.42 | 1,491.16 |
| 40 | 5150 Travel and Meetings | | 58.02 | 133.88 |
| 41 | 5155 Utilities | | 294.16 | 527.83 |
| 42 | 5160 Wages | | 10,145.50 | 22,042.50 |
| 43 | Total Administrative and General | | 24,950.87 | 50,563.34 |

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Second Month Ended Aug 31, 2016

| | | | TOTAL | |
|-----------|---|------------------------------------|------------------|---------------------|
| | | | Aug 16 | Jul - Aug 16 |
| 44 | Sewage Collection | | | |
| 45 | 6010 | • Fuel | 205.41 | 384.36 |
| 46 | 6030 | • Repairs and Maintenance | 125.74 | 144.97 |
| 47 | 6040 | • Supplies | 526.98 | 529.22 |
| 48 | 6050 | • Utilities | 422.17 | 817.77 |
| 49 | 6060 • Wages | | | |
| 50 | | 6065 • Wages - Overtime Sew | 0.00 | 384.75 |
| 51 | | 6060 • Wages - Other | 1,741.25 | 3,317.25 |
| 52 | Total 6060 • Wages | | 1,741.25 | 3,702.00 |
| 53 | Total Sewage Collection | | 3,021.55 | 5,578.32 |
| 54 | Sewage Treatment | | | |
| 55 | 6075 | • Fuel | 205.41 | 384.36 |
| 56 | 6080 | • Monitoring | 52.50 | 105.00 |
| 57 | 6100 | • Repairs and Maintenance | 4.99 | 473.44 |
| 58 | 6110 | • Supplies | 124.61 | 1,733.80 |
| 59 | 6120 | • Utilities | 743.18 | 1,503.78 |
| 60 | 6130 • Wages | | | |
| 61 | | 6135 • Wages - Overtime Sew | 0.00 | 126.00 |
| 62 | | 6130 • Wages - Other | 3,727.00 | 6,425.50 |
| 63 | Total 6130 • Wages | | 3,727.00 | 6,551.50 |
| 64 | Total Sewage Treatment | | 4,857.69 | 10,751.88 |
| 65 | Water Trans and Distribution | | | |
| 66 | 7075 | • Fuel | 205.38 | 384.33 |
| 67 | 7090 | • Repairs and Maintenance | 3,105.77 | 3,777.06 |
| 68 | 7100 | • Supplies | 768.83 | 771.07 |
| 69 | 7110 | • Utilities | 975.79 | 1,799.61 |
| 70 | 7120 • Wages | | | |
| 71 | | 7125 • Wages - Overtime Wa | 622.50 | 649.50 |
| 72 | | 7120 • Wages - Other | 2,712.75 | 5,246.50 |
| 73 | Total 7120 • Wages | | 3,335.25 | 5,896.00 |
| 74 | Total Water Trans and Distribution | | 8,391.02 | 12,628.07 |
| 75 | Water Treatment | | | |
| 76 | 7020 | • Fuel | 205.38 | 384.29 |
| 77 | 7010 | • Monitoring | 92.50 | 353.52 |
| 78 | 7030 | • Repairs and Maintenance | 2,230.54 | 2,249.88 |
| 79 | 7040 | • Supplies | 230.82 | 233.04 |
| 80 | 7050 | • Utilities | 4,248.29 | 8,051.54 |
| 81 | 7060 • Wages | | | |
| 82 | | 7065 • Wages - Overtime Wa | 126.00 | 126.00 |
| 83 | | 7060 • Wages - Other | 3,361.50 | 6,917.75 |
| 84 | Total 7060 • Wages | | 3,487.50 | 7,043.75 |
| 85 | Total Water Treatment | | 10,495.03 | 18,316.02 |
| 86 | Total Expense | | 51,716.16 | 97,837.63 |

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Second Month Ended Aug 31, 2016

| | | | | TOTAL | |
|-----------|--------------------------------|--|--|-------------------|---------------------|
| | | | | Aug 16 | Jul - Aug 16 |
| 87 | Net Ordinary Revenue | | | 35,472.04 | 63,053.34 |
| 88 | Other Revenue/Expense | | | | |
| 89 | Other Revenue | | | | |
| 90 | 8060 · Interest Revenue | | | 57.67 | 115.32 |
| 91 | Total Other Revenue | | | 57.67 | 115.32 |
| 92 | Other Expense | | | | |
| 93 | 9040 · Depreciation | | | 40,152.00 | 80,304.00 |
| 94 | 9050 · Interest Expense | | | 933.72 | 5,705.56 |
| 95 | Total Other Expense | | | 41,085.72 | 86,009.56 |
| 96 | Net Other Revenue | | | (41,028.05) | (85,894.24) |
| 97 | Net Revenue | | | (5,556.01) | (22,840.90) |



GARBERVILLE SANITARY DISTRICT

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

BOARD MEETING MINUTES August 23, 2016 5:00 PM

CALL TO ORDER

Chairperson Linda Brodersen called August 23, 2016, meeting of the Garberville Sanitary District (GSD) Board of Directors to order at 5:00 P.M

ROLL CALL

Present: Chairperson Linda Brodersen, Vice-Chairperson Doug Bryan, Directors Gary Wellborn and Richard Thompson
Absent: Treasurer Rio Anderson

STAFF/MEDIA

Present: Ralph Emerson - General Manager, Tina Stillwell - Administrative Assistant.
Ron Copenhafer - Chief Operator, Dan Arreguin - Operator
Media: Kelly Lincoln - KMUD Radio
Public: Kristin Vogel

APPROVAL OF AGENDA

Thompson made a motion to approve the agenda. Wellborn seconded the motion. The motion was passed 4-0 vote.

CLOSED SESSION

A. No items for closed session

OPEN SESSION

PUBLIC COMMENT

No public comment

ANNOUNCEMENTS AND COMMUNICATIONS

GSD August 23, 2016 Board Meeting Minutes September 15, 2016

Operations Staff - No Report

Office Staff - No Report

Board Members - Wellborn reported renewing his T2 license.

General Manager - Emerson responded that his report was in the packet. He said Carolyn Jordon was coming in to assist while Tina was gone, as backup, but she will no longer be working here, He said it doesn't fit into her schedule. Emerson said Kevin Tupes is building a payment drop box for the District. He said Kevin was injured and will be out for a couple of months. Emerson said he would have someone else build the box or have Kevin do it when he returns to work.

Emerson reported that Dwight Knapp's wife wants to sell his tools and truck. Emerson said he offered her a thousand dollars for the tools and parts, and if the truck was worth keeping he would pay her a thousand dollars for the truck. He said if it wasn't worth keeping the district would surplus it and split the amount with Mrs Knapp.

Emerson said he received a report over the weekend that someone was filling a truck tank with water from their house. He contacted the customer and explained the rules. The customer understood and said it would not happen again.

CONSENT AGENDA

1. Approval of the July 2016 Regular Meeting Minutes
2. Financials
3. Operations Safety Report
4. Motion to Approve The Consent Agenda

After review of the consent agenda, Director Thompson made a motion to approve the consent agenda. Director Wellborn seconded the motion for discussion. Wellborn asked about the BOD numbers. Copenhafer answered that there hasn't been effluent for one and half months. The motion was passed by 4-0 vote.

GENERAL BUSINESS

- B.1 Update on replacing fire hydrants - Wahlund Contract (information only)

Emerson said he got some prices to replace the hydrants in town, for two years he has been trying to get hydrants replaced. He looked at some less expensive hydrants from Crescent City, but he didn't want to buy 30-40 year old hydrants. Emerson said John Neill quoted seven thousand dollars per hydrant and install, but he wasn't available until mid-October, and that was for a job up by Linda's house. Emerson said he contacted Wahlund Construction and they gave a price of thirty-four thousand for three hydrants. Emerson said we had twenty-one thousand budgeted for the hydrants, and he felt because he was trying to get the hydrants replaced, if he got two replaced in the center of town, one at Getti-Up and one on Locust Street, we were going in the right direction. He said he would try for replacing three hydrants next year for a better price. Wahlund will replace two hydrants for the twenty-one thousand dollars.

B.2 Wallan Rd Tank and Road Repairs (information only)

Emerson received a price from Wilcox to complete all the work for sixty-four thousand dollars. He said the cost to do the road work without the paving is thirty-three thousand dollars. Emerson said he would be bringing this item back to the next meeting.

B.3 Contract with General Manager - (discussion - action)

Chair Brodersen asked for any questions or comments from the Board. There were no questions or comments from the Board. Stillwell asked where the money was going to come from because the district already had a negative cash flow with the current budget. Brodersen said, I would say there are going to be some reductions someplace as a start. Emerson said yes.

There were no more questions.

Brodersen asked for a motion to approve the contract with the General Manager. Thompson made a motion. Wellborn seconded the motion. Brodersen asked for a vote. The motion to approve the contract with the General Manager was passed by a 4-0 vote. Brodersen congratulated Emerson, thanked him and said that they knew there were more cuts to come.

B.4 Rate Study Update - (discussion possible action)

Emerson said he has been working with RCAC on a free rate study for the district.

B.5 Media Press Release - (direction)

Emerson said he is going to keep this on the agenda just because, he didn't do it last month but anything you want to add we can just make comments to what he sends to the media.

Brodersen said to mention the installation of the two fire hydrants, Emerson agreed that was important for health and safety. Bryan asked if there was a draft for this press release. Emerson said yes, he put one together at the last meeting and it was on that agenda but it's really just a blurb we will send out, it's not drafted with a lot of detail. He said it was determined at the study session that we wanted to keep the community informed and the media is one way to do that.

POLICY REVISION / ADOPTION

C.1 Vision Statement

Garberville Sanitary District will continue to meet or exceed all regulatory requirements for potable water and wastewater treatment. The district will align with community needs, will work to ensure that the infrastructure allows for future opportunities.

The operational strategy is to enhance the community 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 are a priority that will allow the District to operate within an approved budget. Ongoing education will provide efficient and progressive techniques to better operate the treatment facilities and serve our customers.

Motion: Wellborn

Second: Thompson

Vote: 4-0

C.2 Water Ordinance, Article 12: Sec 12.3 Installation of Fire Hydrants

Sec. 12.3 Installation of Fire Hydrants. When it is determined by Garberville Sanitary District that a fire hydrant is required at a specific location, The General Manager or designee will coordinate with the local fire department to determine what type of hydrant shall be installed.

It will be the responsibility of Garberville Sanitary District to purchase and install all fire hydrants within District boundaries unless it has been determined that the hydrant is the responsibility of the fire department or property owner. ~~at such time a new development or building requires a hydrant and then the owner of such project will be responsible for the fire hydrant cost and installation, under direction of the General Manager or designee.~~

Motion: Bryan

Second: Thompson

Vote: 4-0

C.3 Water Ordinance, Article 12: Sec 12.3 Installation of Fire Hydrants

RESOLUTION 16-008

THIS RESOLUTION AUTHORIZES THE GARBERVILLE SANITARY DISTRICT TO CHANGE ARTICLE 12: Sec. 12.3, INSTALLATION OF FIRE HYDRANTS

A. WHEREAS, The installation of fire hydrants may only be done when approved by the General Manager or designee

B. WHEREAS, This Ordinance will require a written request be filled out when any person or agency wants to replace, repair or install a fire hydrant

C. WHEREAS, This Ordinance will require a case by case investigation by the General Manager or designee before authorized.

D. WHEREAS,The installation of a Fire Hydrant Ordinance, Article 12: Sec. 12.3 will state:

Installation of Fire Hydrants. When it is determined by Garberville Sanitary District that a fire hydrant is required at a specific location, The General Manager or designee will coordinate with the local fire department to determine what type of hydrant shall be installed.

It will be the responsibility of Garberville Sanitary District to purchase and install all fire hydrants within District boundaries unless it has been determined that the hydrant is the responsibility of the fire department or property owner.

NOW, THEREFORE LET IT BE KNOWN THAT, THE BOARD OF DIRECTORS OF THE GARBERVILLE SANITARY DISTRICT APPROVES A NEW INSTALLATION OF FIRE HYDRANT ORDINANCE, ARTICLE 12: SECTION 12.3

PASSED, APPROVED AND ADOPTED this 23rd day of August 2016

by the following roll call vote:

AYES: Brodersen, Bryan, Thompson, and Wellborn

NOES: 0

ABSTAIN: 0

ABSENT: Anderson

Linda Brodersen, Board Chair Person

ATTEST:

Ralph Emerson, General Manager

Motion: Wellborn

Second: Bryan

Vote:4-0

C.4 Water Ordinance, Article 4: Sec 4.9 Service Connection

After discussion this item was tabled

C.5 Water Ordinance, Article 4: Sec 4.9 Service Connection
(resolution #16-009)

Tabled

ITEMS FOR NEXT BOARD MEETING

1. Grease Interceptor Ordinance
2. Fire Hydrant Installation Status
3. Update on South Fork Eel River

ADJOURNMENT OF REGULAR MEETING

Meeting was adjourned at 5:59 p.m.

◆ Next Board Meeting September 27, 2016 at 5:00 pm

Submitted
Tina Stillwell



GARBERVILLE SANITARY DISTRICT

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

Date: 09/21/16
To: GSD Board of Directors
From: Operations Manager
Subject: Monthly Reports

Sampling and Testing Results for August 2016:

No Samples were taken
There was no effluent during the month until the 31st.

Safety Report

No Safety Incidents or near misses.

Ron Copenhafer
Operations Manager
Garberville Sanitary District



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

CONTRACT FOR EXCAVATION AND EASEMENT
APN # 223-191-006
1221 Wallan Rd.

The Garberville Sanitary District has an easement to operate and maintain a 20,000 gallon redwood tank which has become difficult to access as well as beginning to leak.

After discussions with Scott on site and with Ray Wilcox, it was decided that the best way to access the tank site and install a new tank is by rerouting the current access road to the top of your property, which lessens the severity of the road upslope. We propose rerouting the road, filling in ruts on existing road where the main water line is buried and seeding the hillside to assist in stopping erosion onto the road and your excavated building pad.

Our plan is to do this work during the next two weeks and then add base rock from where your pavement ends to the tank site. Next year we will pave the entire road from your pavement to the tank site.

This agreement is to allow the excavation to proceed while we do the work necessary to change our easement with you that can be recorded and act as the binding legal document for access to the tank site and perform any work necessary to maintain and operate the tank.

It was proposed that GSD would receive this modified easement if water and sewer connection fees would be waived for building a new house on the excavated building pad below the tank. I will agree to waive the connection fees as long as the water and sewer service lines are installed to GSD system per ordinance requirements.

Agreed on this day by:

Ralph Emerson _____ Date _____
General Manager

Debra Maytanes _____ Date _____
Owner

Scott Carmichael _____ Date _____

Ralph Emerson

**General Manager
Garberville Sanitary District**