

**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**

**December 19, 2017
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___

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

Operations Staff-

Office Staff-

Board Members-

General Manager—Ralph Emerson Pg. 4

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

IX. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

Notice to the Public

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

- A.1 Approve Financials - pg
- A.2 Approve 11/28/2017 Regular Meeting Minutes - pg 5-7
- A.3 Operations Safety Report- pg 8-9

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

B. GENERAL BUSINESS – Action items

Notice to the Public

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

- B.1 Town Square Restroom---Request to waive water base rate-upsized meter pg. 10-11
(discussion-possible action)-Jim Truitt presentation

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

- B.2 Water Treatment Plant Contact Chamber repairs pg. 12-13
(discussion-possible action) update

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

- B.3 Measure Z funding update--Bid Package for fire hydrant replacements pg. 14-15
(discussion-possible action) Jennies packet included

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

- B.4 Customer Contact list and Emergency Plan pg.
(discussion-possible action) (Mary report)

- B.5 Commercial Agricultural Water use, “Will Serve” Letter pg. 16-18
(discussion-possible action)

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

- B.6 Rate Study Update pg. 19

- B.7 Alternative Electricity Research pg.
(update only)

C. POLICY REVISION / ADOPTION

- C.1 Agricultural Water use Ordinance –Section 15.9 pg. 20-26
(discussion possible action) second reading—resolution # 17-013

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

- C.2 Payment of Bills, insufficient funds, Sec 9.5 pg. 27
(discussion—no action) First Reading

X. ITEMS FOR NEXT BOARD MEETING

1. Rate Study
2. 10 year Capital Improvement Plan
3. Agricultural Water Use Ordinance –Sec 15.9
4. Budget Update 2017-2018

XI. ADJOURNMENT

Posting of Notice at the District Office no later than December 15, 2017: Agenda is emailed to the local newspapers and those who have requested an agenda in writing or e-mail.

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

**Garberville Sanitary District
PO Box 211
Garberville, CA. 95542
(707)923-9566**

GENERAL MANAGER REPORT

Date: December 19, 2017

The past two months have tested our ability to solve problems and continue providing water for our customers and although there have been a few obstacles in the way, staff stepped up to provide continuous safe drinking water through many late night hours and hard work.

We continue working with neighboring Districts to maintain a comfortable working relationship that benefit all of us and insures extra support in times of emergency or simply needing extra help or equipment.

Mary has tirelessly worked to improve the office/customer relationship while explaining to customers that we now follow the approved ordinances and billing procedures. This has been an adjustment for customers that were not used to following strict payment procedures but they have cooperated and are now informed of what the process is.

We have been working on a budget update to reflect the unforeseen emergencies and repairs we have had this year, along with the revenue received, so you will have an update and presentation at the January 2018 Board Meeting.

Respectfully Submitted:

Ralph Emerson

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

**November 28, 2017
5:00 p.m. – Open Public Session**

I. REGULAR MEETING CALLED TO ORDER

5:03 p.m.

II. ESTABLISHMENT OF QUORUM

Rio Anderson-Absent

Linda Brodersen-Present

Doug Bryan

Richard Thompson

III. APPROVAL OF AGENDA

Motion: Richard Thompson Second: Doug Bryan Vote: 3-0

IV. PUBLIC COMMENT ON ANY ITEM ON THE CLOSED SESSION AGENDA

V. CLOSED SESSION

A. No items for Closed Session

VI. OPEN SESSION

VII. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

VIII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS

Operations Staff- 0

Office Staff- Is working on an emergency strategy: Website, Social media page, Jus export module coming soon.

Board Members- Linda Brodersen read a letter from the Redway District about continued assistance on projects and emergencies. Also Linda reported on the boil water notice. The water was Safe to drink the entire time during the thanksgiving holiday because we were providing treated water from an alternative District well in Garberville. The “Boil Water” order was part of the State protocol when a pipe breaks or water pressure lowers but no water left the treatment facility during this time of repairs.

General Manager—Ralph Emerson Pg. 4

Working with staff on our emergency plan, and better communication with customers about changes within the District.

IX. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials July, August, September - pg 5-46

A.2 Approve 10/24/2017 Regular Meeting Minutes - pg 47-48

A.3 Operations Safety Report- pg 49-50

Motion: Doug Bryan

Second: Richard Thompson

Vote: 3-0

B. GENERAL BUSINESS

B.1 Board Member Vacancy pg. 51

GSD is seeking a community minded candidate to replace Mr. Wellborn who resigned when he moved out of the area.

B.2 Heather Kornberg Request for Water pg. 52-54
(discussion-possible action)

Mrs. Kornberg requested a “Will Serve” letter from GSD so that she can meet the requirements of Humboldt County’s cannabis permit process. The Board committed to working on a “Will Serve” letter to assist with the process and would hopefully have the completed letter by the December 19th meeting.

December 19th, 2017 Will Serve Letter- Continued Discussion.

B.3 Potential Solar Power Upgrade ---Presentation (Greenwired) pg. 55

Representatives from Greenwired gave a presentation of what type of energy savings GSD could have if there was an alternative energy source such as solar. They also stated that there may revenue above the cost of installation which could be used in the GSD general fund.

Continued discussion and information.

B.4 Rate Study Update— pg.56

(information only) Wednesday December 6th, 2017 @ 2:00 p.m.

B.5 Town Square restroom Update

(information only)

The restroom group received their building permit and are proceeding with the building. They want assistance from staff in locating the water and sewer pipes.

B.6 Request from Customer for Service Charge Relief

(discussion-possible action)

The Board agreed unanimously that if they were not allowed to talk about this in open session and if the owner would not present an objection in person, they would not discuss this and the owner would have to comply with the water ordinance requirements. A letter will be written and sent by the Board Chairperson.

Motion: Linda Brodersen

Second: Richard Thompson

Vote: 3-0

C. POLICY REVISION / ADOPTION

C.1 Drug and Alcohol Use-Personnel Policy 7.2--7.3 pg. 57-60

(discussion possible action) 2nd reading-resolution 17-011 (roll call vote)

Motion: Doug Bryan

Second: Linda Brodersen

Roll Call Vote: 3-0

Change the word Marijuana to Cannabis. This updated policy was approved

C.2 Agricultural Water use Ordinance –Section 15.9 pg. 61-62

(discussion—no action) First Reading

Bring Back with changes after rate committee and water ordinance committee meets about language, requirements and rates.

C.3 Safe Harbor Tangible Property Tax ---New Water Ordinance Sec 10.10 pg. 63-67
(Discussion-possible action) —resolution #17-012 (roll call vote)

Motion: Doug Bryan

Second: Richard Thompson

Roll Call Vote: 3-0

The Board approved this ordinance which is consistent with the State adopted capital equipment and purchase policy . This policy provides a dollar amount for which capital expenditures can be reported.

X. ITEMS FOR NEXT BOARD MEETING

1. Agricultural Water Use Ordinance-Sec 15.9
2. Rate Study Update
3. Measure Z hydrant replacement-Bid Packet
- 4.

XI. ADJOURNMENT

Linda Brodersen called the meeting to a close 6:35 p.m.

Safety Meeting

Date of Meeting: 12/5/17 Leader Name: Ralph Emerson

Instructions:

- a. Fill in the date of the meeting and the name of the safety meeting leader.
- b. Have all safety meeting participants sign this roster.
(Copy this form if more pages are needed.)
- c. File this roster and the associated documents as outlined in the Leader Discussion Guide.

Name (print)	Name (signature)
1. <u>Ralph Emerson</u>	<u>Ralph Emerson</u>
2. <u>Dan Arreguin</u>	<u>Dan Arreguin</u>
3. <u>Brian Miller</u>	<u>Brian Miller</u>
4. <u>Mary Nieto</u>	<u>Mary Nieto</u>
5. <u>Jamie LaFond</u>	<u>J LaFond</u>
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____

Attachments: 1. Leader Discussion Guide 2. Safety Meeting Booklet

STAIRWAYS AND LADDERS A Safe Step



Summary of Proposed Rates – Approved by the Board of Directors on August 25, 2009

SCHEDULE OF MONTHLY WATER RATES

Meter Size	Proposed 35% Increase 9/2009	Proposed 20% Increase 7/2010	Proposed 10% Increase 7/2011	Proposed 3% Increase 7/2012	Proposed 3% Increase 7/2013
5/8" & 3/4"	\$43.00	\$51.60	\$56.76	\$58.46	\$60.22
1"	86.00	103.20	113.52	116.93	120.43
1.5"	172.00	206.40	227.04	233.85	240.87
2"	258.00	309.60	340.56	350.78	361.30
Upper Zone Fixed Surcharge	\$5.00	\$6.00	\$6.60	\$6.80	\$7.00
Tier 1 0-5 hcf (\$/hcf)	\$0.50	\$0.60	\$0.66	\$0.68	\$0.70
Tier 2 Over 5 hcf (\$/hcf)	\$2.75	\$3.30	\$3.63	\$3.74	\$3.85
Non-Single Family Residential/Commercial (\$/hcf)	\$1.90	\$2.28	\$2.51	\$2.59	\$2.67
Upper Zone Variable Surcharge (\$/hcf)	\$0.40	\$0.48	\$0.53	\$0.54	\$0.56

SCHEDULE OF MONTHLY SINGLE FAMILY RESIDENTIAL WASTEWATER RATES

Single Family Residential	Proposed 50% Increase 9/2009	Proposed 3% Increase 7/2010	Proposed 3% Increase 7/2011	Proposed 3% Increase 7/2012	Proposed 3% Increase 7/2013
Base Monthly Charge	\$31.09	\$32.02	\$32.98	\$33.97	\$34.99
Consumption per hcf	2.58	2.66	2.74	2.82	2.90

**SCHEDULE OF MONTHLY NON-SINGLE FAMILY
RESIDENTIAL/COMMERCIAL WASTEWATER RATES**

Non-Single Family Residential/Commercial	Proposed 50% Increase 9/2009	Proposed 3% Increase 7/2010	Proposed 3% Increase 7/2011	Proposed 3% Increase 7/2012	Proposed 3% Increase 7/2013
Base Monthly Charge	varies	varies	varies	varies	varies
Consumption Charge \$/hcf					
Low	\$1.89	\$1.95	\$2.01	\$2.07	\$2.13
Domestic	2.36	2.43	2.50	2.58	2.66
Medium	3.54	3.65	3.76	3.87	3.98
High	4.72	4.86	5.01	5.16	5.

2677777
JUN 15 2015

Dear Garberville Sanitary District Board Members,

I am writing this letter in behalf of the Garberville Redway Public Restroom Working Group (GRPRWG) of which I am a member. GRPRWG has been working since the end of 2011 to remedy the lack of public restrooms in our area. Since we formed, we've mapped current unlocked restrooms, done surveys, made presentations to local groups, sponsored trash clean-ups, financially supported a trash dumpster and porta potty in Redway, and hosted two series of Town Workshops. Our group is now in-process of working with the Garberville Town Square Inc. (GTSI) Board to implement a public restroom at that site.

Our group will be responsible for fundraising to design, build and maintain the restroom. One of our first expenses will be to pay the sewer hook-up fees and fund the work to install the line to the restroom site. We are in process of formalizing our agreement with GTSI which involves a MoU and sign-off on the design and overall costs before we can begin fundraising and grant writing.

We understand that the sewer hook-up fees will be going up in the near future, and we are asking that the board consider "freezing" our cost for the hook-up so that if these agreements are not reached until the fee goes up, we will be able to pay the current rate which I understand is \$1200.

We've been working hard to solve the public restroom problem for some time, and once we have the sign-offs completed we will be gearing up for a large and enduring push to complete this much needed project.

Your granting this request will help us immensely in completing this community project.

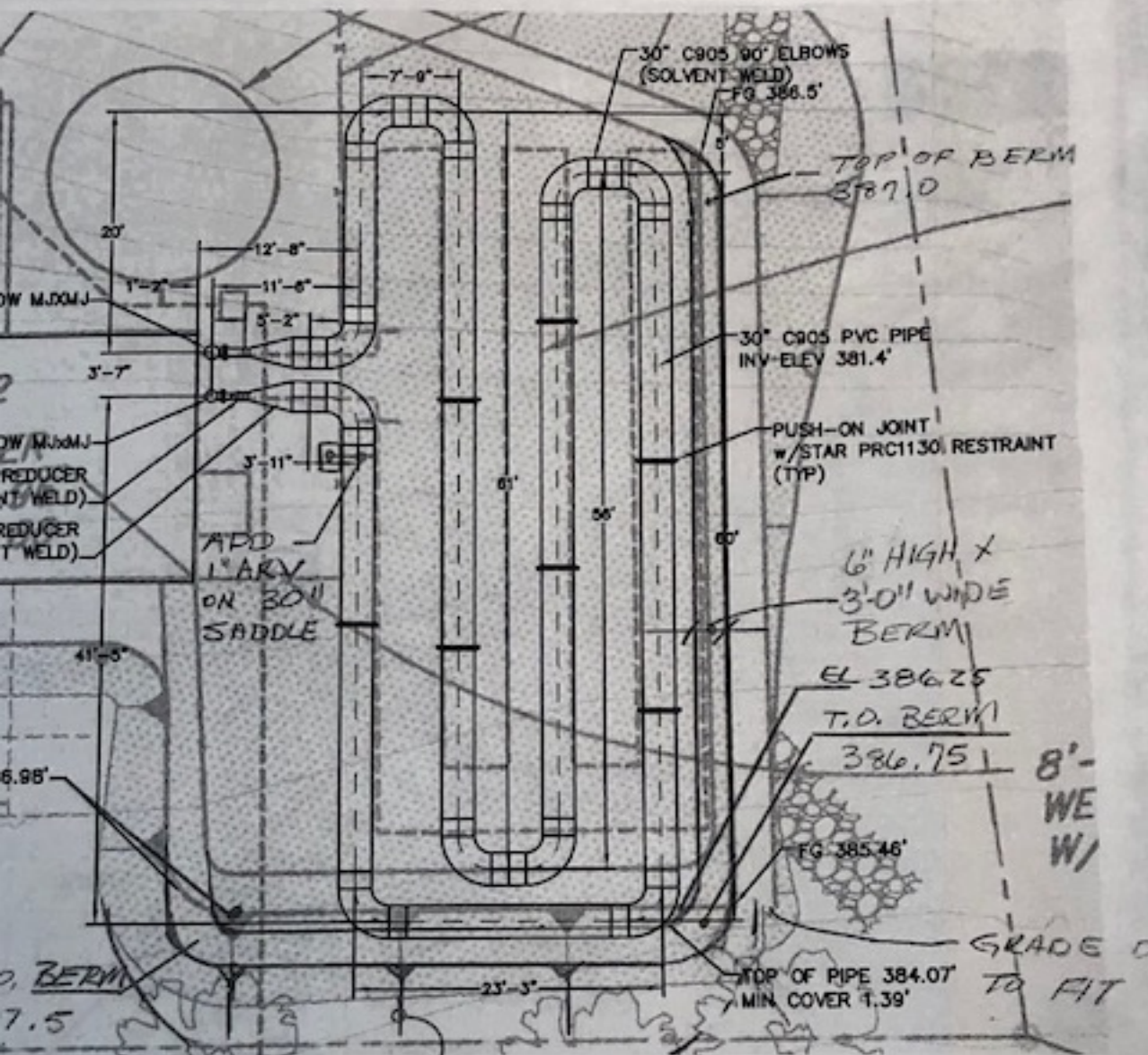
Thank you for considering,

Bob Froehlich (for GRPRWG)



923-26-2Garberville

6/16/15



PLAN
 SCALE: 1"=10'

SLOPE TO MATCH
 EXIST GRADE TO
 DRAINAGE

PENDING CHANGE ORDER APPROVAL
 35.



WATER TREATMENT PLANT

CHLORINE CONTACT CHAMBER UPDATE

December 19, 2017

After lifting the “boil water” order we have been working with Andy Sundquist and David Nicoletti, previously with LACO Engineering, to determine what caused the contact chamber to rupture and how we can replace or build a different contact chamber.

Currently there is varying speculation but nothing makes sense or gives a unified consensus of what happened.

The insurance adjuster visited the site on December 4 to assess what happened and take photos of the damage. He is investigating and comparing similar types of contact chambers while looking at pipe characteristics, design and installation.

This process may take a few weeks but he will contact us with his findings as well as to inform us of what may or may not be covered by insurance.

We have been working with the State Water Board to see what grants are available for such an emergency and in normal situations, this would be guaranteed to qualify for some type of grant but since the State oversaw this project, approved design and funding for the installation, they do not want to pay for it twice.

We will continue pursuing any grant funding sources available and hopefully we can receive some assistance from the State.

We are also planning a meeting with legal counsel to explore the possibilities of compensation for anything that was not done correctly or if the pipe had a malfunction.

I am not sure where this will end up but we have continually provided safe drinking water and are providing the water necessary for the GSD customer demands. We are also communicating with the State officials on what happened and what if any changes need to be made.



GARBERVILLE SANITARY DISTRICT

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

BOARD AGENDA MEMORANDUM

Meeting Date: December 19, 2017
 To: Garberville Sanitary District Board of Directors
 From: Jennie Short, Consultant Project Manager
 Subject: Timeline for Measure Z Hydrant Replacement Project

GENERAL OVERVIEW

On October 24, 2017, the County Board of Supervisors executed the Memorandum of Understanding for Measure Z funds for Fiscal Year 2017-2018. All expenses must be incurred by June 30, 2018, and the final reimbursement request must be submitted to the County by July 30, 2018.

The 8 hydrants included in the bid package are:

1. Corner of Riverview and Sprowel Creek Road (Critically Deficient)
2. Redwood Drive @ Humboldt Redwoods Inn (Critically Deficient)
3. Alder Point Rd. at driveway to Alder point tank site
4. Wallen Road between 930 and booster station
5. In front of Calicos restaurant - Redwood Dr.
6. Across from fire department—Locust St.
7. Northbound 101 on-ramp/Napa Auto—Redwood Dr.-Locust St.
8. Wallen Rd near 1221 residence

The schedule for the bidding and contract execution is as follows:

Description	Date
First Quarter Report	October 31, 2017
Advertise for Bids	December 15, 2017
Bid Opening	January 15, 2018
Bids Reviewed	January 17, 2018
Bid Recommendation Memo	January 18, 2018
GSD Board Action to Award Contract	January 23, 2018
Notice of Award	January 24, 2018
Second Quarterly Report	January 31, 2018
Contractor to provide signed contract, insurance, bonds, and forms for execution	February 5, 2018
Contract executed by GSD Board Chair	February 7, 2018
Notice to Proceed	February 7, 2018

Description	Date
Contractor Begins Work	By February 17, 2018
Third Quarterly Report	April 30, 2018
Contract Completion Date (NTP + 90 Days)	May 9, 2018
Final Inspection	May 14, 2018
Corrections	May 21, 2018
Final Approved Pay Estimate (must be by June 30, 2018)	May 31, 2018
Notice of Completion filed with County Recorder	June 1, 2018
Fourth Quarterly Report	July 31, 2018
Final Reimbursement Request to County	July 31, 2018
Final Summary Report	One month after term end
Project Closed Out	September 2018

This schedule has approximately 30 calendar days of extra time built in to meet the contract requirement in the MOU with the County for the \$60,000 of grant funding.

As part of the bid review process, an assessment of the total bid price compared with the \$60,000 in grant funds will be completed. Staff will provide a recommendation as to whether to award the contract with all 8 locations or whether to remove some locations to match the funding available.

STAFF RECOMMENDATION FOR BOARD ACTIONS

No Action is Needed.



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

CONDITIONAL WILL SERVE AGREEMENT
FOR AGRICUTURAL WATER USE

DATE: _____

CUSTOMER NAME: _____

CONTACT INFORMATION:

PHYSICAL ADDRESS: _____

MAILING ADDRESS: _____

Email: _____

Phone #(Home) _____ (Business) _____

Cell Phone# _____

Do You Prefer calls or texts? _____

ALTERNATIVE CONTACT PERSON: _____

Phone # _____

DESCRIBE COMMERCIAL ACTIVITY

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

PRODUCTS TO BE CULTIVATED, MAUFACTURED OR DISPENSED:

TOTAL SQUARE FOOTAGE OF "IRRIGABLE" LAND UNDER CULTIVATION:

ESTIMATED WATER USE DEMANDS IN GALLONS:

GARBERVILLE SANITARY DISTRICT AGREEMENT

Garberville Sanitary District agrees to provide water for commercial agricultural, manufacturing, research or distribution at (ADDRESS) _____
(APN#) _____ as long as water is monitored monthly through A separate Garberville Sanitary District approved water meter.

REQUIREMENTS:

1. Customer pays a new connection fee for agricultural water meter
2. Install an agricultural water meter approved by GSD Manager or designee.
3. Provide a site plan.
4. Provide an operational plan.
5. Provide a copy of your County permit.
6. Fill out annual GSD application for reporting and monitoring.
7. Include \$150 with annual application for handling and site visit from GSD management.
8. Comply with all water ordinance conditions and requirements now and in the future.
9. Provide annual reconciliation report for water use efficiency.
10. Notify Garberville Sanitary District of any changes in agreement or water use demands.

If the above requirements and conditions are not met, this “Will Serve” letter will be revoked and the commercial agricultural water meter will be turned off and locked out until compliance is achieved and approved by the General Manager or designee.

CHECK EVERY BOX THAT APPLIES:

- I am providing accurate information
- I will only use GSD water as stated in this agreement.
- I have read this agreement and agree to the terms, conditions and requirements
- I understand that violation of this agreement will result in termination of water service.
- I have a County approved permit or have a permit pending

******Please contact Garberville Sanitary District for questions or clarification******

APPROVED BY:

Ralph Emerson

**General Manager
Garberville Sanitary District**

Owner-Applicant Signature:

Date:

ALTERNATIVE ENERGY CONVERSION UPDATE

I have been working with Greenwired to develop a strategy, along with finding funding sources which include grants, reimbursement and revenue generation opportunities.

Linda sent me information about another solar energy company (Solar Vision—Free Commercial Solar) which I have contacted to provide a quote. I will need to provide information for them to continue but will do so during the next couple weeks.

From initial research and conversation, it appears they do what Greenwired does but on a larger scale in the commercial world. There are many alternative energy companies vying for business, so I will seek out the best opportunity while considering cost and working with local companies when possible.

I am committed to this process and will continue pursuing opportunities which will save GSD money while finding ways to be more efficient and providing an alternative energy source which may be able to generate additional revenue for the District.

I will keep you updated as the process continues but feel free to provide input.

RATE COMMITTEE MEETING

December 6, 2017

Linda and Richard met with me and Mary on December 6, to discuss the existing rate structure and various changes that can be made to the service charges. The highlights of the meeting are as follows.

1. All agree that there should be 5 units of water included in the base rate which would reduce everyone's service charges by \$3.50/month.
2. We felt that service charges should be rounded off to whole numbers for ease to customers and accounting. For example: Garberville water base rate is currently \$60.22, it would be changed to \$60. The Meadows is \$67.22, it would be changed to \$67.
3. There was much discussion about the tier structure and whether we should continue having 2 tiers or 3? Currently we have a water base rate and 2 tiers based on water use and cost per unit of water used but if we include 5 units of water to the base rate, is two tiers adequate or do we increase both tiers to provide no increase to middle—high water users and raise the unit price for high water users?
4. A common discussion was that there are some residential customers that have excessively high water use and that they should pay for the extra maintenance to the infrastructure and equipment to meet the high demands. This discussion will continue with the “Commercial Agriculture” water use ordinance committee.
5. It was unanimous that we want to reduce service charges for low water users and not raise service charges for medium to medium high water users that use below 16 units (400gal/day).
6. We discussed Commercial and non-single family residents which would include apartments, duplexes and multi-family properties. Currently multi-family properties on one water meter pay less than a single family residence. Single family residences in Garberville which use more than 5 units of water pay \$3.85/unit while multi-family units pay \$2.67/unit of water.
7. We discussed wastewater rates and feel that there is room for improvement on how we determine sewer fees and will be looking into this more.

The Rate Committee will be meeting again in January to determine what our long term projects are, along with more budget assumptions that will allow us to do those projects while reducing the rates for low water consumption customers.

AGRICULTURAL—CANNABIS WATER USE ORDINANCE

Possible Ordinance: 15.9 (new ordinance)

1. COMMERCIAL AGRICULTURAL WATER USE REQUIREMENTS

- a. Any person requesting treated potable water for a commercial agricultural business will be required to submit an application at the District office. This application will include the agricultural product, the operational plan, a site map, any permit required by the County and a \$150 handling and inspection fee. This application will be renewed annually or commercial agricultural water use will be denied.
- b. This application will include the name and contact information of the owner and tenant of the property as well as the address of property and estimated gallons of water to be used monthly.
- c. A GSD approved water meter and connection fee will be required for every approved new commercial agricultural business or farm and all approved applicants will pay an additional base rate and water usage fee.
- d. In the event that Garberville Sanitary District faces drought conditions, infrastructure deficiencies or limitations on the approved diversion rate, the agricultural water will be turned off, to ensure adequate water for residential use and human consumption.
- e. The water rate will include the base rate and unit price for the area/zone which this business is located but will **change from the residential rate to the commercial rate when the commercial meter is installed.**
- f. All commercial agricultural operations which request water will have their property inspected by the General Manager or designee,

at which time the infrastructure will be evaluated to ensure that it is capable of handling the increased water volume.

- g. In the event the infrastructure is not adequate for the increased volume of water, an agreement will be made with the commercial agricultural business to upgrade the infrastructure or work with the District to do so before the application will be approved.
- h. When an infrastructure upgrade is required but the commercial agricultural business will not pay for or participate in upgrading the infrastructure, the application will be denied.

Any commercial agricultural business will be required to comply with all requirements listed below.

- i. **Commercial Agricultural customers will be required to show a water catchment plan that collects water during the winter months while preparing for high demand summer months.**
- j. **A reconciliation report will be required annually to compare projections with actual water use and efficiency.**

i. REASONS FOR DENIED WATER SERVICE

- 1. Negative impact to neighbors
- 2. Excessive pedestrian or vehicle traffic based on site visits and complaints.
- 3. Excessive signage
- 4. Excessive noise as determined by the District and

complaints

5. Excessive lights, glare or brightness
6. Negative smells determined by District and complaints
7. Negative impact to fire suppression capabilities
8. Inadequate water supply
9. Violation of State diversion and permit limits

Noncompliance with any of these requirements or from excessive complaints will result in your application being denied.

RESOLUTION 17-013

THIS RESOLUTION AUTHORIZES THE GARBERVILLE SANITARY DISTRICT TO ADD A NEW AGRICULTURAL WATER USE ORDINANCE SEC. 15.9

A. **WHEREAS,** It has been determined that the Garberville Sanitary District will add a new commercial agricultural Water Use Ordinance, Sec 15.9 to clarify the requirements of the District for a commercial agricultural business using treated water for irrigation.

B. **WHEREAS,** Resolution 17-013 will allow the Board to make appropriate changes to this Ordinance and meet the various water demands of the District.

C. **WHEREAS,** This Resolution will differentiate between residential, commercial and agricultural water use.

D. **WHEREAS,** The adaption of Resolution 17-013 will take effect immediately and will describe the conditions and requirements of using treated water for a commercial agricultural business.

E. **WHEREAS,** The new agricultural water use ordinance Sec 15.9 shall be described below:

AGRICULTURAL—CANNABIS WATER USE ORDINANCE

COMMERCIAL AGRICULTURAL WATER USE ORDINANCE: 15.9

1. COMMERCIAL AGRICULTURAL WATER USE REQUIREMENTS

- a. Any person requesting treated potable water for a commercial agricultural business will be required to submit an application at the District office. This application will include the agricultural product, the operational plan, a site map, any permit required by the County and a \$150 handling and inspection fee. This application will be renewed annually or commercial agricultural water use will be denied.
- b. This application will include the name and contact information of the owner and tenant of the property as well as the address of property and estimated gallons of water to be used monthly.
- c. A GSD approved water meter and connection fee will be required for every approved new commercial agricultural business or farm and all approved applicants will pay an additional base rate and water usage fee.
- d. In the event that Garberville Sanitary District faces drought conditions, infrastructure deficiencies or limitations on the approved diversion rate, the agricultural water will be turned off, to ensure adequate water for residential use and human consumption.
- e. The water rate will include the base rate and unit price for the area/zone which this business is located but will change from the residential rate to the commercial rate when the commercial meter is installed.
- f. All commercial agricultural operations which request water will have their property inspected by the General Manager or designee, at which time the infrastructure will be evaluated to ensure that it is capable of handling the increased water volume.
- g. In the event the infrastructure is not adequate for the increased volume of water, an agreement will be made with the commercial agricultural business to upgrade the infrastructure or work with the District to do so before the application will be approved.
- h. When an infrastructure upgrade is required but the commercial agricultural business will not pay for or participate in upgrading the infrastructure, the application will be denied.

Any commercial agricultural business will be required to comply

with all requirements listed below.

- i. Commercial Agricultural customers will be required to show a water catchment plan that collects water during the winter months while preparing for high demand summer months.
- j. A reconciliation report will be required annually to compare projections with actual water use and efficiency

K. REASONS FOR DENIED WATER SERVICE

- 1. Negative impact to neighbors
- 2. Excessive pedestrian or vehicle traffic based on site visits and complaints.
- 3. Excessive signage
- 4. Excessive noise as determined by the District and complaints
- 5. Excessive lights, glare or brightness
- 6. Negative smells determined by District and complaints
- 7. Negative impact to fire suppression capabilities
- 8. Inadequate water supply
- 9. Violation of State diversion and permit limits

Noncompliance with any of these requirements or from excessive complaints will result in your application being denied.

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

RESOLUTION 17-013 PASSED, APPROVED AND ADOPTED THIS 19TH DAY OF DECEMBER 2017 BY THE FOLLOWING ROLL CALL VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

Linda Broderson, Board President

ATTEST:

Ralph Emerson, General Manager

Sec 9.5 Payment of Bills. Bills are due and payable by 4:30pm on the 25th of each month and if not paid a \$5 late charge will be applied.

- (a) Customer Bills:
Bills will be mailed by the first day of each month.
- (b) Late Payment Procedures:
Bills past due—Courtesy call
30 days past due – Shut off notice – Hand delivered
40 days past due – Water will be turned off – Notify owner
60 days past due – Lien on building/property – Small claims
120 days past due – Turn over to collection agency
- (c) Adjustment to bills—Payment plans
The General Manager or designee will be the only person authorized to make adjustments to a bill or enter into a payment plan
- (d) Insufficient funds from any payment source will require the customer to pay all bank charges and a \$25 handling fee. Nonpayment of these fees will result in the water being turned off and a \$100 re-connection fee will added to the existing service charge before water is reconnected.
- (e) Upon 3 consecutive months with insufficient funds, the automatic payment plan will be discontinued for a minimum of 3 months or until sufficient funds can be verified and a new agreement is approved.

Approved: 8/29/17