

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

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

Date of Meeting: December 17th, 2019

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___, Julie Lyon_____

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. **Pg. 1-3**

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

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

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

General Public / Community Groups

VII. ANNOUNCEMENTS AND COMMUNICATIONS

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

Operations Staff-

Office Staff-

Board Members-

Correspondence-

General Manager—Ralph Emerson **Pg. 4**

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

- B.6 Update on Operations During Storms
(discussion—possible action) Update from Staff
Motion: **Second:** **Vote:**
- B.7 Rate Study Update
(information Only)
- B.8 SHCP Water Service Update Including Protests for change in Place of Use **pg. 35-49**
(discussion possible action)
Motion: **Second:** **Vote:**
- B.9 Grant and Funding Process for GSD Projects Update **pg. 50**
(discussion only)

C. POLICY REVISION / ADOPTION

- C.1 Water Ordinance-Payment of Bills: Late Payment Procedures, Sec 9.5(b) **pg. 51-53**
(discussion-no action) 1st reading
- C.2 Water Ordinance— Service Connections, Section 4.9 **pg. 54**
(discussion—no action) 1st reading

IX. CLOSED SESSION

No Items For Closed Session.

X. RETURN TO OPEN SESSION

Report of any actions taken in Closed Session

XI. ITEMS FOR NEXT BOARD MEETING

1. Late Payment Procedures
2. New Board Member Update
3. Rate Study Presentation
4. 2019-2020 Budget Update
5. SHCP Request for Potable Water Update

XII. ADJOURNMENT

Posting of Notice at the District Office no later than Date: December 14, 2019, 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 17, 2019

There have been multiple issues we have dealt with this month because of weather, Holidays, and power outages but staff has once again stepped up to support each other and provide uninterrupted water and sewer service.

I have been working with staff and community members to identify areas of concern with the water and sewer service infrastructure. Through much investigation we have been developing an infrastructure replacement plan.

There has been a lot of interest with the Jesse Jefferies complaint about the Humboldt County Road Department using water from their property to do road repairs, so I have been communicating with the State Water Board, Humboldt County officials and attorney's to investigate this complaint.

I have been working with developers who have projects in progress to implement upgrades which will benefit GSD while providing water and sewer service to their projects.

Respectfully Submitted:

Ralph Emerson



GARBERVILLE SANITARY DISTRICT

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

BOARD AGENDA MEMORANDUM

Meeting Date: December 17, 2019
 To: Garberville Sanitary District Board of Directors
 From: Jennie Short, Consultant Project Manager
 Subject: October 2019 Financial Statements

GENERAL OVERVIEW AND FINANCIAL CONSIDERATIONS

The attached Financial Statements are for October 2019. The final audit entries have been made and these are a final version.

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

Description	Annual Budget	YTD Actual	YTD Budget	YTD Difference	☹
Total Revenue	976,520.00	332,127.91	334,420.73	(2,292.82)	☹
Total Expenses	1,269,091.00	458,380.36	423,181.96	35,198.40	☹
Net Income (excluding Depreciation)	(292,571.00)	(126,252.45)	(88,761.23)	(37,491.22)	☹
Payroll	383,338.00	132,460.64	127,779.28	4,681.36	☹
Repair & Maintenance	48,500.00	43,715.81	16,166.64	27,549.17	☹

As can be seen on the “Statement of Cash Flows Report for Board - October 2019” and the “Balance Sheet Report for Board As of October 2019”:

- In general water revenues are under budget (\$9,730 shortfall) and getting worse each month, expenses are over budget, plus the purchase of the truck has resulted in a significant negative cash flow.
- Net cash **DECREASE** for October is **(\$1,634.35)**, and the year to date cash **DECREASE** is **(\$48,033.19)**. This is made up of mainly the purchase of the utility truck. The negative cash flow not including the truck is **(\$7,998.86)**.
- Expenditures for fixed asset acquisition so far this year total **\$ 45,716.13**.
- Total payments on loans so far this year total **\$41,679.32** of an expected year-end total of \$164,903.
- Total payroll costs are just slightly higher than the YTD budgeted amount.
- The overtime wages are **\$5,397.46** higher than the YTD budgeted amount and are growing.
- The repair and maintenance expenses are way over the YTD budgeted amount. The overage is because of a water leak at Conger & Redwood that needed to be fixed and the installation of water valves at the location. Should no further large R&M expenses be incurred, then the annual total at the end of the year should be under the final budget.

RECOMMENDED BOARD ACTIONS

Review the reports and approve them with the consent agenda.

ATTACHMENTS

1. Statement of Cash Flows - Current Month and Fiscal Year to Date
2. Balance Sheet with Comparison between Current month and Fiscal Year ending June 30, 2018
3. Revenue and Expense Report - Combined Report for Water & Sewer containing current month actual, fiscal year to date actual, and annual budget
4. Check Register Report for all checks issued in October 2019

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
 October 2019

	Current Month Oct 2019	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
Ordinary Income/Expense					
Income					
Water Charges					
4100 · Residential	24,025.19	109,888.21	113,608.13	300,000.00	(3,719.92)
4110 · Commercial	19,038.81	77,277.83	83,312.64	220,000.00	(6,034.81)
4150 · Bulk Water Sales	24.00	24.00	0.00	0.00	24.00
Total Water Charges	43,088.00	187,190.04	196,920.77	520,000.00	(9,730.73)
4200 · Sewer Charges	31,588.40	126,847.39	121,666.68	365,000.00	5,180.71
4300 · Connection Fees	0.00	8,000.00	8,000.00	40,000.00	0.00
4650 · Late Charges	1,200.00	5,055.00	3,166.64	9,500.00	1,888.36
4700 · Other Operating Revenue	600.00	548.33	1,666.64	5,000.00	(1,118.31)
Total Income	76,476.40	327,640.76	331,420.73	939,500.00	(3,779.97)
Gross Profit	76,476.40	327,640.76	331,420.73	939,500.00	(3,779.97)
Expense					
Administrative and General					
5000 · Advertising	0.00	0.00	116.64	350.00	(116.64)
5005 · Bad Debts	427.46	617.46	1,166.64	3,500.00	(549.18)
5010 · Bank Charges					
5012 · Merchant Account Fees	248.01	1,028.69	866.64	2,600.00	162.05
5010 · Bank Charges - Other	143.98	612.60	633.36	1,900.00	(20.76)
Total 5010 · Bank Charges	391.99	1,641.29	1,500.00	4,500.00	141.29
5020 · Directors Fees	0.00	600.00	666.64	2,000.00	(66.64)
5030 · Dues and Memberships	2,931.00	3,600.00	1,283.36	3,850.00	2,316.64
5035 · Education and Training	0.00	978.00	1,000.00	3,000.00	(22.00)
5036 · Education and Training - B.O.D.	0.00	0.00	100.00	300.00	(100.00)
Insurance					
5040 · Liability	2,710.55	9,449.27	8,984.96	26,954.96	464.31
5050 · Workers' Comp	794.63	3,527.67	2,683.32	8,050.00	844.35
5055 · Health					
5055.1 · Employee Portion	(607.62)	(2,430.48)	(2,600.00)	(7,800.00)	169.52
5055 · Health - Other	3,342.52	13,370.12	14,600.00	43,800.00	(1,229.88)
Total 5055 · Health	2,734.90	10,939.64	12,000.00	36,000.00	(1,060.36)
Total Insurance	6,240.08	23,916.58	23,668.28	71,004.96	248.30
5060 · Licenses, Permits, and Fees	2,512.18	7,417.18	6,666.68	20,000.00	750.50
5065 · Auto	72.58	519.31	833.36	2,500.00	(314.05)
5070 · Miscellaneous	0.00	0.00	33.36	100.00	(33.36)
5080 · Office Expense	1,547.23	2,469.75	2,333.36	7,000.00	136.39
5085 · Outside Services	627.44	2,381.73	2,883.36	8,650.00	(501.63)
5090 · Payroll Taxes	2,140.34	8,405.91	9,739.32	29,218.00	(1,333.41)
5100 · Postage	27.53	1,096.50	933.36	2,800.00	163.14
5110 · Professional Fees	8,381.50	26,710.00	25,066.64	75,200.00	1,643.36
5120 · Property Taxes	34.89	34.89	0.00	50.00	34.89
5125 · Repairs and Maintenance	0.00	29.49	166.64	500.00	(137.15)
5130 · Rents	835.00	4,175.00	4,175.00	10,020.00	0.00
5135 · Retirement	688.68	2,643.49	2,550.00	7,650.00	93.49
5137 · Supplies	1,010.00	1,063.86	400.00	1,200.00	663.86
5140 · Telephone	801.04	3,494.95	3,708.32	11,125.00	(213.37)

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
 October 2019

	Current Month Oct 2019	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
5145 · Tools	0.00	0.00	666.64	2,000.00	(666.64)
5150 · Travel and Meetings	90.48	116.59	333.36	1,000.00	(216.77)
5155 · Utilities	190.73	1,179.18	1,000.00	3,000.00	179.18
5160 · Wages					
5165 · Wages - Overtime	835.14	1,839.78	666.64	2,000.00	1,173.14
5160 · Wages - Other	10,015.64	44,647.98	53,740.00	161,220.00	(9,092.02)
Total 5160 · Wages	10,850.78	46,487.76	54,406.64	163,220.00	(7,918.88)
5170 · Vacation Accrual Adjustment	0.00	0.00	0.00	2,000.00	0.00
Total Administrative and General	39,800.93	139,578.92	145,397.60	435,737.96	(5,818.68)
Sewage Collection					
6010 · Fuel	170.53	700.28	940.40	2,821.25	(240.12)
6030 · Repairs and Maintenance	2,621.42	5,801.05	2,666.68	8,000.00	3,134.37
6040 · Supplies	754.86	832.43	1,000.00	3,000.00	(167.57)
6050 · Utilities	264.50	1,428.44	1,666.68	5,000.00	(238.24)
6060 · Wages					
6065 · Wages - Overtime Sewer Collecti	648.00	2,925.00	666.68	2,000.00	2,258.32
6060 · Wages - Other	2,602.32	9,899.59	10,000.00	30,000.00	(100.41)
Total 6060 · Wages	3,250.32	12,824.59	10,666.68	32,000.00	2,157.91
Total Sewage Collection	7,061.63	21,586.79	16,940.44	50,821.25	4,646.35
Sewage Treatment					
6075 · Fuel	170.53	700.28	940.40	2,821.25	(240.12)
6080 · Monitoring	615.00	615.00	2,333.32	7,000.00	(1,718.32)
6100 · Repairs and Maintenance	876.01	3,517.80	3,333.32	10,000.00	184.48
6110 · Supplies	117.61	1,865.83	3,166.68	9,500.00	(1,300.85)
6120 · Utilities	777.22	3,708.05	3,066.68	9,200.00	641.37
6130 · Wages					
6135 · Wages - Overtime Sewer Treatmer	90.00	202.50	333.32	1,000.00	(130.82)
6130 · Wages - Other	4,593.50	16,180.43	8,333.32	25,000.00	7,847.11
Total 6130 · Wages	4,683.50	16,382.93	8,666.64	26,000.00	7,716.29
Total Sewage Treatment	7,239.87	26,789.89	21,507.04	64,521.25	5,282.85
Water Trans and Distribution					
7075 · Fuel	170.53	700.28	940.40	2,821.25	(240.12)
7090 · Repairs and Maintenance	8,134.32	29,569.10	5,000.00	15,000.00	24,569.10
7100 · Supplies	801.87	3,163.58	4,000.00	12,000.00	(836.42)
7110 · Utilities	445.38	2,919.52	3,066.68	9,200.00	(147.16)
7120 · Wages					
7125 · Wages - Overtime Water Trans &	1,548.00	4,526.00	1,666.68	5,000.00	2,859.32
7120 · Wages - Other	4,080.66	14,999.57	10,000.00	30,000.00	4,999.57
Total 7120 · Wages	5,628.66	19,525.57	11,666.68	35,000.00	7,858.89
Total Water Trans and Distribution	15,180.76	55,878.05	24,673.76	74,021.25	31,204.29
Water Treatment					
7020 · Fuel	170.56	700.38	940.40	2,821.25	(240.02)
7010 · Monitoring	230.00	915.00	1,166.68	3,500.00	(251.68)
7030 · Repairs and Maintenance	2,012.92	4,798.37	5,000.00	15,000.00	(201.63)
7040 · Supplies	0.00	1,760.37	4,666.68	14,000.00	(2,906.31)
7050 · Utilities	3,919.76	18,563.38	15,333.32	46,000.00	3,230.06
7060 · Wages					

GARBERVILLE SANITARY DISTRICT
Combined Revenue & Expense Report for Board
 October 2019

	Current Month Oct 2019	YTD Actual	YTD Budget	Annual Budget	Δ YTD Actual vs. Budget
7065 · Wages - Overtime Water Treatment	855.00	1,237.50	2,000.00	6,000.00	(762.50)
7060 · Wages - Other	2,709.88	10,485.58	13,400.00	40,200.00	(2,914.42)
Total 7060 · Wages	3,564.88	11,723.08	15,400.00	46,200.00	(3,676.92)
Total Water Treatment	9,898.12	38,460.58	42,507.08	127,521.25	(4,046.50)
Total Expense	79,181.31	282,294.23	251,025.92	752,622.96	31,268.31
Net Ordinary Income	(2,704.91)	45,346.53	80,394.81	186,877.04	(35,048.28)
Other Income/Expense					
Other Income					
Property Tax Revenue					
8010 · Secured	0.00	0.00	0.00	25,500.00	0.00
8020 · Unsecured	0.00	1,028.56	0.00	1,900.00	1,028.56
8025 · Prior Years	0.00	0.00	0.00	10.00	0.00
8030 · Supplemental - Current	0.00	0.00	0.00	250.00	0.00
8035 · Supplemental - Prior Years	0.00	0.00	0.00	50.00	0.00
Total Property Tax Revenue	0.00	1,028.56	0.00	27,710.00	1,028.56
8060 · Interest Income	30.82	122.25	3,000.00	9,000.00	(2,877.75)
8070 · Other Non-Operating Revenue (incl SHCP)	3,335.04	3,336.34			3,336.34
9030 · Homeowners' Tax Relief	0.00	0.00	0.00	310.00	0.00
Total Other Income	3,365.86	4,487.15	3,000.00	37,020.00	1,487.15
Other Expense					
9010 · Other Expenses (incl SHCP)	995.00	8,100.04			8,100.04
9040 · Depreciation	41,063.42	164,253.68	168,333.32	505,000.00	(4,079.64)
9050 · Interest Expense	267.89	3,732.41	3,822.72	11,468.04	(90.31)
Total Other Expense	42,326.31	176,086.13	172,156.04	516,468.04	3,930.09
Net Other Income	(38,960.45)	(171,598.98)	(169,156.04)	(479,448.04)	(2,442.94)
Net Income	(41,665.36)	(126,252.45)	(88,761.23)	(292,571.00)	(37,491.22)
9040 · Depreciation	41,063.42	164,253.68	168,333.32	505,000.00	(4,079.64)
Net Income excluding Depreciation	(601.94)	38,001.23	79,572.09	212,429.00	(41,570.86)

GARBERVILLE SANITARY DISTRICT
Balance Sheet Report for Board

As of October 31, 2019

	Jun 30, 19	Oct 31, 19	Difference	Notes
ASSETS				
Current Assets				
Checking/Savings				
1005 · Umpqua Checking - Operating	135,036.46	85,859.30	(49,177.16)	
1006 · Umpqua System Reserve - Water	25,738.24	25,768.61	30.37	
1007 · Umpqua System Reserve - Sewer	31,183.83	31,220.63	36.80	
1011 · Water Enterprise Fund	46,680.32	46,735.40	55.08	
1030 · County Treasury - Sewer Reserve	440,039.31	441,067.87	1,028.56	
1031 · County Treasury - Water Reserve	246,071.74	246,071.74	0.00	
1040 · Petty Cash	39.51	39.51	0.00	
1050 · Cash Drawer	198.54	191.70	(6.84)	
Total Checking/Savings	924,987.95	876,954.76	(48,033.19)	
Accounts Receivable				
11000 · Accounts Receivable - Other	1,415.00	1,574.04	159.04	
Total Accounts Receivable	1,415.00	1,574.04	159.04	
Other Current Assets				
1111 · Insurance Proceeds Receivable	0.00	0.00	0.00	
1100 · Accounts Receivable				
1110 · Accts Receivable Over Payments	(1,208.29)	(1,568.93)	(360.64)	
1100 · Accounts Receivable - Other	97,849.33	98,666.30	816.97	
Total 1100 · Accounts Receivable	96,641.04	97,097.37	456.33	
1500 · Prepaid Insurance	3,342.54	22,705.51	19,362.97	
1501 · Prepaid Workers Comp	0.00	5,198.22	5,198.22	
1502 · Prepaid Expenses	0.00	0.00	0.00	
1510 · Prepaid Licenses and Permits	0.00	13,080.00	13,080.00	
1550 · Allowance for Doubtful Accounts	(5,000.00)	(5,000.00)	0.00	
Total Other Current Assets	94,983.58	133,081.10	38,097.52	
Total Current Assets	1,021,386.53	1,011,609.90	(9,776.63)	
Fixed Assets				
CIP - Wallan Road Tank	13,789.78	17,196.58	3,406.80	
CIP - Bear Canyon Aerial	2,766.06	5,041.06	2,275.00	
WATER				
Fire Hydrants (Measure Z)	70,000.00	70,000.00	0.00	
Land - Water	88,698.62	88,698.62	0.00	
Water Easements & Intangibles	177,397.11	177,397.11	0.00	
Treatment	70,773.43	70,773.43	0.00	
Distribution	2,712,614.17	2,712,614.17	0.00	
Pumps	2,909.87	2,909.87	0.00	
DWTP (Water) 2015	4,968,104.88	4,968,104.88	0.00	
Total WATER	8,090,498.08	8,090,498.08	0.00	
Water System	142,474.97	142,474.97	0.00	
SEWER				
Land - Sewer	129,810.68	129,810.68	0.00	
Collection	2,387,355.88	2,387,355.88	0.00	
Treatment	507,552.59	507,552.59	0.00	
Pumps	13,908.96	13,908.96	0.00	
Sewer Project - 2011	2,792,451.91	2,792,451.91	0.00	
Total SEWER	5,831,080.02	5,831,080.02	0.00	
Office Equipment	32,004.40	32,004.40	0.00	
Equipment	158,306.60	158,306.60	0.00	

GARBERVILLE SANITARY DISTRICT
Balance Sheet Report for Board

As of October 31, 2019

	Jun 30, 19	Oct 31, 19	Difference	Notes
Vehicles	81,171.66	121,205.99	40,034.33	Purch. Utility Truck
MSR/SOI and Annexation Project	157,367.08	157,367.08	0.00	
Accumulated Depreciation-Water	(1,866,415.30)	(1,971,097.14)	(104,681.84)	
Accumulated Depreciation-Sewer	(1,990,685.10)	(2,050,256.94)	(59,571.84)	
Total Fixed Assets	10,652,358.25	10,511,583.06	(118,537.55)	
TOTAL ASSETS	11,673,744.78	11,523,192.96	(128,314.18)	
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	13,511.11	32,908.70	19,397.59	
Total Accounts Payable	13,511.11	32,908.70	19,397.59	
Other Current Liabilities				
2300 · Service Deposits	5,100.00	5,700.00	600.00	
20000 · Accounts Payable	0.00	19,620.00	19,620.00	
2205 · Accrued Simple	(41.46)	(41.46)	0.00	
2230 · Accrued Vacation	25,652.28	25,652.28	0.00	
2250 · Loans Payable - Current Portion	124,124.09	124,124.09	0.00	
Total Other Current Liabilities	154,834.91	175,054.91	20,220.00	
Total Current Liabilities	168,346.02	207,963.61	39,617.59	
Long Term Liabilities				
2500 · N/P - SWRCB	122,974.63	99,343.91	(23,630.72)	1 of 2 payment
2605 · RCAC Loan #6200-GSD-02	77,272.82	59,579.25	(17,693.57)	4 of 12 pmts
2655 · Lease Payable - Copier	535.15	180.12	(355.03)	4 of 12 pmts
2700 · SRF Loan - Water	1,218,532.74	1,218,532.74	0.00	
2900 · Less Current Portion	(124,124.09)	(124,124.09)	0.00	
Total Long Term Liabilities	1,295,191.25	1,253,511.93	(41,679.32)	
Total Liabilities	1,463,537.27	1,461,475.54	(2,061.73)	
Equity				
3000 · Contributed Capital	6,129,491.75	6,129,491.75	0.00	
3100 · Retained Earnings	4,373,192.52	4,080,715.76	(292,476.76)	
Net Income	(292,476.76)	(126,252.45)	166,224.31	
Total Equity	10,210,207.51	10,083,955.06	(126,252.45)	
TOTAL LIABILITIES & EQUITY	11,673,744.78	11,545,430.60	(128,314.18)	

GARBERVILLE SANITARY DISTRICT
Statement of Cash Flows Report for Board
July through October 2019

	YTD	
	July - Oct	
	2019	Oct 19
	<u> </u>	<u> </u>
OPERATING ACTIVITIES		
Net Income	(126,252.45)	(41,665.36)
Adjustments to reconcile Net Income to net cash provided by operations:		
11000 · Accounts Receivable - Other	(159.04)	(399.04)
1100 · Accounts Receivable	(816.97)	1,832.22
1110 · Accts Receivable Over Payments	360.64	(92.68)
1500 · Prepaid Insurance	(19,362.97)	853.29
1501 · Prepaid Workers Comp	(5,198.22)	794.63
1510 · Prepaid Licenses and Permits	(13,080.00)	1,635.00
2000 · Accounts Payable	19,397.59	4,366.40
20000 · Accounts Payable	19,620.00	
2300 · Service Deposits	600.00	200.00
	<u> </u>	<u> </u>
Net cash provided by Operating Activities	(124,891.42)	(32,475.54)
INVESTING ACTIVITIES		
Vehicles	(40,034.33)	
Accumulated Depreciation-Water	104,681.84	26,170.46
Accumulated Depreciation-Sewer	59,571.84	14,892.96
CIP:CIP - Wallan Road Tank	(3,406.80)	(3,406.80)
CIP:CIP - Bear Canyon Aerial	(2,275.00)	(2,275.00)
	<u> </u>	<u> </u>
Net cash provided by Investing Activities	118,537.55	35,381.62
FINANCING ACTIVITIES		
2500 · N/P - SWRCB	(23,630.72)	
2605 · RCAC Loan #6200-GSD-02	(17,693.57)	(4,451.02)
2655 · Lease Payable - Copier	(355.03)	(89.41)
	<u> </u>	<u> </u>
Net cash provided by Financing Activities	(41,679.32)	(4,540.43)
Net cash increase for period	<u> </u> (48,033.19)	<u> </u> (1,634.35)
Cash at beginning of period	924,987.95	878,589.11
Cash at end of period	<u> </u> <u>876,954.76</u>	<u> </u> <u>876,954.76</u>
Net cash increase for period excluding Vehicle	(7,998.86)	

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
October 2019

Date	Num	Memo	Amount
101 Netlink			
10/16/2019	10133		-196.00
Total 101 Netlink			-196.00
Anderson, Lucas, Somerville & Borges			
10/16/2019	10134		-2,500.00
Total Anderson, Lucas, Somerville & Borges			-2,500.00
Blue Star Gas			
10/29/2019	10164		-11.00
Total Blue Star Gas			-11.00
Branscomb Center			
10/17/2019	DBT		-312.38
10/18/2019	DBT		-312.38
Total Branscomb Center			-624.76
Brenntag Pacific, Inc.			
10/03/2019	10117		-3,396.41
Total Brenntag Pacific, Inc.			-3,396.41
Brian Miller			
10/08/2019	10119		-306.42
Total Brian Miller			-306.42
Capital Bank & Trust			
10/03/2019	EFT	557880519	-857.95
10/03/2019	EFT	025158148	-341.28
10/17/2019	EFT	557880519	-860.15
10/17/2019	EFT	025158148	-347.40
Total Capital Bank & Trust			-2,406.78
CUMMINS PACIFIC LLC.			
10/08/2019	10120		-4,257.26
Total CUMMINS PACIFIC LLC.			-4,257.26
Dazey's Building Center			
10/17/2019	10138		-202.34
10/23/2019	10152		-10.36
Total Dazey's Building Center			-212.70
EDD			
10/03/2019	EFT	499-0538-3	-722.82
10/17/2019	EFT	499-0538-3	-725.56
Total EDD			-1,448.38
Emerald Technologies			
10/17/2019	10139		-277.74
10/23/2019	10153		-390.58
Total Emerald Technologies			-668.32
Fluentstream Tech			
10/08/2019	10121		-113.39
10/17/2019	10140		-113.30
Total Fluentstream Tech			-226.69
Frontier Communications			
10/08/2019	10122		-351.82
Total Frontier Communications			-351.82

GARBERVILLE SANITARY DISTRICT
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Date	Num	Memo	Amount
Harbor Freight Tools			
10/19/2019	DBT		-554.38
Total Harbor Freight Tools			-554.38
HughesNet			
10/13/2019	DBT		-104.29
Total HughesNet			-104.29
Humboldt County Tax Collector			
10/23/2019	10154		-12.00
Total Humboldt County Tax Collector			-12.00
Humboldt Fence Co. Inc			
10/03/2019	10118		-2,550.00
Total Humboldt Fence Co. Inc			-2,550.00
IRS			
10/03/2019	EFT	68-0296323	-3,453.54
10/17/2019	EFT	68-0296323	-3,396.14
Total IRS			-6,849.68
Julie Lyon			
10/23/2019	10160		-150.00
Total Julie Lyon			-150.00
KEENAN SUPPLY			
10/08/2019	10123		-1,154.58
10/17/2019	10141		-617.67
Total KEENAN SUPPLY			-1,772.25
Linda Broderson			
10/23/2019	10161		-150.00
Total Linda Broderson			-150.00
Lori Ruiz			
10/08/2019	10124		-100.00
10/23/2019	10155		-200.00
Total Lori Ruiz			-300.00
MetalsDepot			
10/08/2019	DBT		-1,509.72
Total MetalsDepot			-1,509.72
NAPA			
10/08/2019	10126		-38.77
Total NAPA			-38.77
Nieto Mary			
10/08/2019	10127		-90.48
Total Nieto Mary			-90.48
North Coast Laboratories Ltd.			
10/17/2019	10142		-55.00
Total North Coast Laboratories Ltd.			-55.00
PG&E			
10/17/2019	10143		-6,057.65
Total PG&E			-6,057.65

GARBERVILLE SANITARY DISTRICT
Check Register Report for Board
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Date	Num	Memo	Amount
Pitney Bowes Purchase Power			
10/17/2019	10144		-27.53
Total Pitney Bowes Purchase Power			-27.53
R. Anderson			
10/23/2019	10162		-100.00
Total R. Anderson			-100.00
Ralph Emerson			
10/08/2019	10128		-50.00
10/17/2019	10145		-200.00
10/23/2019	10156		-50.00
Total Ralph Emerson			-300.00
Rays Food Place			
10/08/2019	DBT		-7.14
10/18/2019	DBT		-44.13
Total Rays Food Place			-51.27
Recology Humboldt County			
10/23/2019	10157	VOID:	0.00
10/29/2019	10165		-28.96
Total Recology Humboldt County			-28.96
Redway True Value			
10/23/2019	10158		-154.01
Total Redway True Value			-154.01
Redwood Merchant Services			
10/03/2019	10241		-117.81
10/31/2019			-136.30
Total Redwood Merchant Services			-254.11
RENNER			
10/10/2019	DBT		-682.15
Total RENNER			-682.15
Richard Thompson			
10/23/2019	10163		-200.00
Total Richard Thompson			-200.00
Rural Community Assistance Program			
10/01/2019	DBT		-4,717.81
Total Rural Community Assistance Program			-4,717.81
SDRMA			
10/08/2019	10129		-332.52
10/29/2019	10166		-1,857.24
10/29/2019	10167		-3,010.02
10/29/2019	10168		-3,010.02
Total SDRMA			-8,209.80
Shop Smart			
10/31/2019	DBT		-14.16
Total Shop Smart			-14.16
Staples Credit Plan			
10/22/2019	DBT		-248.96
Total Staples Credit Plan			-248.96

GARBERVILLE SANITARY DISTRICT
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 October 2019

Date	Num	Memo	Amount
Streamline Inc			
10/16/2019	10135		-100.00
Total Streamline Inc			-100.00
Sylvandale Gardens			
10/22/2019	DBT		-16.97
Total Sylvandale Gardens			-16.97
The Mitchell Law Firm, LLP			
10/08/2019	10125		-170.50
Total The Mitchell Law Firm, LLP			-170.50
The Paper Mill			
10/08/2019	10130		-33.83
Total The Paper Mill			-33.83
Umpqua Bank			
10/15/2019	10242		-166.48
Total Umpqua Bank			-166.48
US Cellular			
10/08/2019	10131		-256.85
Total US Cellular			-256.85
Van Meter Construction			
10/23/2019	10159		-7,020.00
Total Van Meter Construction			-7,020.00
Wahlund Construction, Inc.			
10/17/2019	10146		-895.74
Total Wahlund Construction, Inc.			-895.74
Wells Fargo			
10/16/2019	10136		-119.40
Total Wells Fargo			-119.40
Wyatt & Whitchurch, E.A. Inc.			
10/08/2019	10132		-1,415.00
Total Wyatt & Whitchurch, E.A. Inc.			-1,415.00
WYCKOFF'S Inc			
10/16/2019	10137		-150.66
Total WYCKOFF'S Inc			-150.66
Arreguin, Daniel J			
10/03/2019	10112		-3,109.91
10/17/2019	10147		-3,287.56
Total Arreguin, Daniel J			-6,397.47
Emerson, Ralph K			
10/03/2019	10113		-2,448.78
10/17/2019	10148		-2,448.78
Total Emerson, Ralph K			-4,897.56
Miller, Brian A			
10/03/2019	10114		-2,121.79
10/17/2019	10149		-2,092.39
Total Miller, Brian A			-4,214.18

GARBERVILLE SANITARY DISTRICT
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<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
Nieto, Mary			
10/03/2019	10115		-1,562.63
10/17/2019	10150		-1,457.30
Total Nieto, Mary			-3,019.93
Ruiz, Ricardo			
10/03/2019	10116		-570.92
10/17/2019	10151		-394.64
Total Ruiz, Ricardo			-965.56
TOTAL			-81,629.65

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

Date of Meeting: November 19th, 2019
5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

5:00 p.m.

II. ESTABLISHMENT OF QUORUM

Rio Anderson-Absent

Linda Brodersen-Present
Doug Bryan
Julie Lyon

III. APPROVAL OF AGENDA

Motion: Doug Bryan Second: Julie Lyon Vote: 3-0

The Districts Legal Counsel spoke on behalf of the District. An item came after the Agenda was already posted. Notification from the California Water Board intention to file a complaint against the District related to a prior cease and desist. The notice was given a day before the meeting. Legal Counsel asked that a motion be made to add to the Agenda a closed session agenda item for potential anticipated litigation. 1. Case California Water Board investigation inquiry of place of use restrictions. Also Legal Counsel asked to move the closed session agenda item to the beginning of the meeting.

Motion: Doug Bryan Second: Julie Lyon Vote: 3-0

IV. THE BOARD WILL ENTER CLOSED SESSION AT THE BEGINNING OF MEETING

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS

Operations Staff- 0

Office Staff- Mary's report about attending Board Secretary's Conference in Monterey.

Board Members- 0

Correspondence- Linda Brodersen read a letter from the Southern Humboldt Community Park.

General Manager—Ralph Emerson pg. 4

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials Date August, September 2019 -

A.2 Approve Date: October 22, 2019 Regular Meeting Minutes -

A.3 Operations Safety Report-

Motion: Julie Lyon Second: Doug Bryan Vote: 3-0

B. GENERAL BUSINESS – Action items

B.1 SHCP-Annexation Consent Agreement and Covenant pg. 33-47
(action required) resolution 19-013

Resolution 19-013 Motion: Julie Lyon Second: Doug Bryan Roll Call Vote: 3-0 Motion Carried
The Board Authorized the Chair of the Board to sign the Annexation Consent Agreement and Covenant
Motion: Doug Bryan Second: Julie Lyon Vote:3-0

B.2 Projects and Funding Update
(action requested)

B.3 Final Audit Report pg. 49-55

Motion: Julie Lyon Second: Doug Bryan Vote: 3-0

The Board gave Linda Brodersen direction to sign the letter.

***Linda wanted to highlight that the Auditors report stated “Keith encountered no difficulties dealing with management and completing the Districts audit.”**

B.4 Board Member Vacancy -----Update

No applications at this time.

B.5 PG&E Power Outage Update

Fuel cost during the scheduled power outages we higher than anticipated.

B.6 Late Payment Customer Process
(discussion—possible action)
Bring Back

B.7 2018 Consumer Confidence Report
(information- discussion)
Reports are available on the website and in the District office.

B.8 Telemetry and Alarm Update
(information Only)
Dan gave a report on this issue.

C. POLICY REVISION / ADOPTION

C.1 Updated Water Ordinance Completed
(discussion possible action)

Bring Back.

IX. CLOSED SESSION

A. Legal Counsel requested to move the closed session item to the beginning of the agenda.

X. RETURN TO OPEN SESSION

The Board gave direction to staff to engage with the California Water Board and authorize the General Manager to obtain outside legal counsel for this issue.

XI. ITEMS FOR NEXT BOARD MEETING

1. Rate Study Update
2. Board Member Vacancy
3. Humboldt County Water Use Comparisons
4. **December 17, 2019**

XII. ADJOURNMENT

6:18 p.m.

NOV 25 2019



ATTENDANCE ROSTER

Safety Meeting

Date of Meeting: 12/12/2019 Leader Name: Mary Nieto

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.
c. File this roster and the associated documents as outlined in the Leader Discussion Guide.

Name (print)

Name (signature)

Table with 2 columns: Name (print) and Name (signature). Rows 1-4 contain handwritten entries: 1. Mary Nieto, 2. Ralph Emerson, 3. Brian Miller, 4. Dan Arsequin.

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

BLOODBORNE PATHOGENS

DON'T TAKE THE RISK!



B.1 Board Organization and Duties pg.

(action required)

Nomination of Chairperson

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

Nomination of Vice Chairperson

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

Nomination of Secretary

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

Nomination of Treasurer

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

Authorized Signatures to Sign For District

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

B.2 Approve Board Calendar for 2018 pg.

(action requested)



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

2020
BOARD MEMBER OFFICERS--DUTIES

BOARD CHAIRPERSON:

BOARD VICE CHAIRPERSON:

BOARD SECRETARY:

BOARD TREASURER:

BOARD CLERK:

BUDGET COMMITTEE: BOARD MEMBER _____

RATES: BOARD MEMBER _____

PERSONNEL COMMITTEE: BOARD MEMBER _____

BOARD MEMBER _____

WATER ORDINANCE BOARD MEMBER _____

COMMITTEE: BOARD MEMBER _____

BOARD MEMBER AUTHORIZED SIGNATORIES:

Signatory _____

Signatory _____

Signatory _____

Signatory _____

Signatory _____

Signatory _____

Signatory _____



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

2020
BOARD CALENDAR

JANUARY 28—BOARD MEETING

FEBRUARY 25---BOARD MEETING

BUDGET MEETING

MARCH 24---BOARD MEETING

STRATEGIC PLANNING MEETING

APRIL 28---BOARD MEETING

MAY 19---BOARD MEETING (Memorial Day on 25th)

JUNE 23---BOARD MEETING

JULY 28---BOARD MEETING

AUGUST 18---BOARD MEETING---(CSDA Conference)

SEPTEMBER 22---BOARD MEETING

OCTOBER 27---BOARD MEETING

NOVEMBER 17---BOARD MEETING---(Thanksgiving on 26th)

DECEMBER 15---BOARD MEETING---(Christmas on 25th)

BOARD MEMBER INFORMATION

December 17, 2019

1. Linda Brodersen-----Term Began (2013)----Term Expires (2022)
2. Doug Bryan-----Term Began (2014)----Term Expires (2022)
3. Richard Thompson (Vacancy)-----Term Expires (2020)
4. Rio Anderson-----Term Began (2011)----Term Expires (2020)
5. Julie Lyon -----Term Began (2018)----Term Expires (2022)

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

Humboldt County Board of Supervisors,
Humboldt County Office of Elections, (attn: Lucinda)
3033 H Street, Eureka, CA. 95501
humboldt_elections@co.humboldt.ca.us

December 17, 2019

Re: Board Vacancy for Garberville Sanitary District,

Richard Thompson has resigned from service as a Garberville Sanitary District Board Member at our October 22nd 2019 Board Meeting.

We sent the resignation letter to the Elections office and have been advertising for a new Board Member for 60 days but during that time we have received one candidate who submitted a letter of interest.

Recommendation:

We recommend that Dan Thomas be appointed to the Garberville Sanitary District Board so that he can replace Richard Thompson and serve out the remainder of his term.

For Consideration

Dan Thomas lives just outside of the GSD boundary but votes, does business and socializes within Garberville Sanitary District. Dan has an interest in community service and as a retired engineer with Cal Trans, he has a wealth of knowledge which will benefit the Board in making decisions.

1. **Dan Thomas: 4461 Sawmill Road, Garberville, CA. 95542**

Summary

By approving this appointment you will allow GSD to have a five member board and be able to address the needs of GSD and the community.

Thank you for your consideration and willingness to assist GSD in filling this vacancy.

Ralph Emerson

Linda Brodersen

General Manager
Garberville Sanitary District

Board Chairperson

11-22-19

Garberville Sanitary District
P O Box 211
Garberville, CA 95542

RE: Governing Board Vacancy

I would like to submit my letter of interest for the current vacancy on the governing board of the Garberville Sanitary District.

My home address is 4461 Sawmill Rd, Garberville, which is outside of the district boundaries, however, I have been living and working in the Garberville area since 1978. I've been a property owner in the Garberville area since 1981.

Local references include: Rich Thompson, past member GSD Board
 Craig Parkinson, local businessman and pastor

I've attached a resume and will provide other information as necessary.

Please keep me appraised on the status of filling this board vacancy.

Thankyou,



Dan Thomas



Dan Thomas, PE

State of California, Civil Engineer
PE License # C35554

State of Hawaii, Civil Engineer
PE License # 15051-C

California State Water Resources Control
Board Qualified Storm Water Pollution
Prevention Plan Developer (QSD).

Member Dispute Review Board Foundation

Education

BSc Civil Engineering - UC Berkeley 1979
24 units Structural Engineering - CSU Sacramento 1990-1992

General Experience

Mr. Dan Thomas has over 40 years of engineering and construction experience working on heavy civil transportation projects, responsible for Caltrans structure construction assignments that represented progressively increased levels of personal responsibilities. Dan is adept at identifying potential and actual construction issues and developing sound engineering solutions.

Dan began his structure construction career assigned working in the Laboratory and as a Junior Civil Engineer Field Inspector on the Smith Point Bridge (south of Garberville), evolving into lead roles on increasingly large construction projects as a Caltrans Resident Engineer. Dan has demonstrated knowledge and proficiency in resolving and mediating design and constructability problems, which requires coordinating with project participants including highway design engineers, structural designers, right-of-way specialists, and owner/agencies for on-time completion of accelerated projects. Dan is familiar with reviewing for conformance with requirements of State and Federal Storm Water Pollution Prevention Plans (SWPPP), and Water Pollution Control Plans (WPCP). Dan's career with Caltrans was culminated with a decade long assignment as one of the five Statewide Area Construction Managers, where as an "ACM," Dan was personally responsible for the successful delivery of numerous major bridge construction projects within manpower allocations. Dan's forte consists of resolution of issues in particular on large and complex projects, as demonstrated by his below past representative construction projects.

Representative Project Experience

Oroville Dam Emergency Spillway, Oroville, CA. (7-2017 thru 9-2017) As part of the overall \$257 Million Oroville Dam Emergency Spillway repairs, the Emergency Spillway was redesigned and rebuilt. This new Emergency Spillway included a 900 ft long secant pile wall. Dan's role was as a QC inspector for the construction of the secant pile wall. The secant pile wall was made up of 36-inch diameter piles drilled into 30,000-50,000 psi amphibolite rock formations. Pile depths ranged from 35 ft to 95 ft. All piles were poured using a tremie pipe. Rotary core barrels and downhole hammers were used.

West O'ahu/Farrington Highway Segment & Kamehameha Guideway Segment Design-Build, Honolulu, HI. (9-2013 thru 4-2017) The first 2 segments of an overall \$5.5 Billion Transit Project to construct a 20 mile elevated rail system connecting East Kapolei with Ala Moana Center. The West O'ahu/Farrington Guideway and the Kamehameha Guideway segments will extend the overall project from East Kapolei to Aloha Bowl near Ford Island and the Arizona Memorial. These two projects have a combined value of \$855 Million. Dan's role on both projects was to represent the designer during the construction phase overseeing quality and to facilitate field design changes, responding to non-compliance issues, submittal review, and responding to RFI's with a focus on quality and schedule.

405 Design-Build Project, Los Angeles County. (6-2012 thru 1-2013) Dan was assigned as Segment Engineer in Segment 1 on this \$1 Billion project to widen the 405 Freeway from I-10 up and over Sepulveda Pass to US 101. Dan's responsibility was to represent the designer and facilitate field design changes, responding to non-compliance issues, submittal review, and responding to RFI's with a focus on quality and schedule.

Gerald Desmond Bridge Replacement, Port of Long Beach, CA (1-2012 thru 4-2012) Design-Build Contractor Proposals for this high profile bridge replacement project were based on a cable stayed bridge structure spanning the shipping channel with 1,000 ft main span and 500 ft back spans. Approach structures varied by proposal and included cast-in-place balanced segmental, precast on the ground and high lift, and mobile scaffolding system methods for the high approaches (over 75 ft). Lower level approach methods proposed included cast-in-place box post tensioned box girders, precast-prestressed concrete girders, and cast-in-place balanced segmental construction. Foundation proposals included precast concrete pile, deep and large diameter (150-200 ft deep and greater than 8 ft in diameter) cast-in-steel-shell (CISS) pile, and cast-in-drilled-hole (CIDH) pile.

Dan's involvement was during the D-B Team selection process and included performing reviews of the D-B proposals in the areas of structure constructability, management / administration, including Quality Management Plan assessments, and construction schedule analysis.

I-5 Boat Section thru Downtown Sacramento, Sacramento County, CA I-5 thru downtown Sacramento is depressed below the level of the adjacent Sacramento River. The roadway is held in place against buoyant forces by tension piles and the deadweight of a concrete tremie seal. The travelled way is a structural section similar to a bridge deck which "floats" on top of the tremie seal. A complex drainage system directs surface water to a pumping system which pumps to the Sacramento River.

This structure portion of this project involved a \$20.4 Million replacement of the travelled way and drainage system, a polyester concrete overlay, and standby generator building. This work was done in an accelerated manner with full freeway closures for up to 1 week at a time and the necessary detours. Dan's involvement included: Providing interpretation of contract plans and specs and monitoring compliance thereof, provided assistance in resolving project problems, issues and claims resolution, providing supervision, coordinating with Caltrans design and maintenance units to quickly resolve construction issues, staffing and assisting with 24/7 field inspection activities including profilographing the finished travelled way and interpretation of the profilograph traces.

Confusion Hill Realignment Project [CIP Segmental Bridge], Mendocino County, CA Dan was responsible as the Area Manager on this project, where his personal responsibilities included but not limited to: Providing oversight of interpretation of contract plans and specs, and monitoring compliance thereof. Dan ensured that project records were maintained in accordance with Caltrans policies and procedures and provided assistance in resolving project problems, issues and claims resolution. Dan also provided effective supervision and moral support to personnel for effective delivery of the project.

The structures portion of this project entailed the construction of a \$49 Million three-span, cast-in-place, post-tensioned box girder bridge across the South Fork Eel River (picture above); a three-span, cast-in-place, balanced cantilever segmental bridge; and two tied-back retaining walls. Foundation work oversight involved cast-in-drilled-hole concrete piles, mined shafts, and spread footing construction.

During construction of the post tensioned box girder bridge, Dan took the initiative to work with Structure Design to alter the design of the slant-leg columns longitudinal reinforcement and reduce rebar congestion facilitating construction.

When a differing site condition was encountered at an abutment on this project, Dan performed quantity calculations on the redesigned abutment, including revised CIDH pile lengths, concrete, rebar, excavation, and backfill quantities to facilitate delivery as Structure Design was unable to deliver this effort to meet the project schedule.

Ten-Mile Bridge Replacement Project, Fort Bragg, Mendocino County, CA Dan was responsible as the Area Manager on this project, where his personal responsibilities included but not limited to: Providing interpretation of contract plans and specs and monitoring compliance thereof. Dan ensured that the project records were kept in accordance with Caltrans policies and procedures, provided assistance in mass concrete implementation and in resolving project problems, issues and claims resolution. Dan assisted in ensuring that environmental laws and permits are observed, prepared performance evaluations and provided supervision and moral support to personnel for effective delivery of the project.

This \$37 M Ten-Mile Bridge Replacement Project involved the construction of a new bridge in a new alignment and the demolition of the existing bridge once the replacement structure has been placed in service. The new structure is an 8-span, 1,702-foot long CIP pre-stressed box girder bridge built on an environmentally sensitive river bearing the project's name. Foundation work oversight involved concrete in steel shell driven to specified tip. Extensive acoustic monitoring was employed to ensure protection of three listed species of fish (Chinook salmon, steelhead, tidewater goby).

Hardscrabble Creek Bridge Replacement Project, Hwy 199, Del Norte County, CA Dan was responsible as the Area Construction Manager on this project, which was an Accelerated Bridge Construction project, where his personal responsibilities included but not limited to: Providing interpretation of contract plans and specs and monitoring compliance thereof. Dan ensured that the project records were kept in accordance with Caltrans policies and procedures, and provided assistance in resolving project problems, issues and claims resolution. Dan assisted in ensuring that environmental laws and permit requirements were adhered to. Dan prepared performance evaluations, providing supervision and moral support to personnel for effective delivery of the project.

The \$1.3 M Hardscrabble Creek Bridge was a 154-foot single span CIP pre-stressed concrete box girder bridge constructed in an accelerated technique using "Build and Slide" strategy. The work involved casting the new superstructure on temporary abutments, diverting traffic onto the new superstructure while the old bridge was demolished and the new abutments were being constructed. Once the new abutments were completed, the highway was closed for 6 hours and the new superstructure was then slid into place, onto the new abutments.

Coon Creek Bridge Replacement Project, Hwy 169, Humboldt County, CA Assigned as Resident Engineer and Structure Representative on this 900 ft long reinforced box girder bridge, a 200 ft long tieback wall with CIDH soldier piles, and approaches. This bridge was complicated as it crossed a deep gorge with two level falsework and was on a 300 ft radius with a 9% cross slope.

Scotts Creek Bridge Replacement Project, Hwy 20, Lake County, CA Assigned as Resident Engineer and Structure Representative on a 5-span cast-in-place post tensioned box girder bridge constructed in two stages, along with the approaches. On this project Dan took the initiative to accelerate the closure pour between stage one and stage two bridges by monitoring the settlement of both stages and writing a Contract Change Order to allow an early closure pour.

70/99 I/C, Cross Canal Bridge, & Howsley Rd UC, Hwy 99 & 70, Sutter County, CA Dan assumed the Structure Representative responsibility for the completion of this project when remaining work including a cast-in-place post tensioned voided slab bridge and a pump station. During construction, the existing piles at Cross Canal Bridge were undermined and the bridge settled 3 inches. Dan designed a strong back support system, and then monitored jacking this bridge back to profile and Dan designed a new foundation for the effected bents.

Mokeleumne River Bridge Widening Project, Hwy 99, San Juan County, CA Dan was responsible on this project as the designated project Structure Representative. This project included connecting the existing piers and footings with new piers and footings. One challenge that developed was that the tremie seal from the existing footings interfered with the cofferdams for the new work. Dan facilitated a design change to separate the new and existing sufficiently to allow placement of the cofferdam. Dan implemented procedural changes to the Caltrans Bridge Construction Records & Procedures Manual to ensue future as-built plans would reflect tremie concrete left in place.

Additional Relevant Experience

Dan served as the Caltrans Office of Structure Construction Safety Liaison on the AGC-Caltrans Safety Committee, Structure Construction CCO desk reviewing all Structure Construction related change orders statewide for uniformity and trends that might require specification or policy changes, structure type selection and strategy meetings, and other Caltrans-Structure committees, including Segmental Bridge, Loads, and Coatings, authored the OSC Shotcrete Inspectors' Guide and represented Caltrans on the ARTBA-AGC Task Force that developed guidelines for shotcrete use on structures to be used by inspectors as well as specification review & development, this effort resulted in publication of the AASHTO Inspector's Guide for Structure Repairs of Bridges. Dan developed the criteria and wrote the Caltrans response to an FHWA OIG inquiry into the use of shotcrete during the earthquake retrofit projects in the 1990's.

As the Structure Construction Area Manager in the North Region from to 2000 to 2011, Dan was actively engaged within the Caltrans Environmental Academy, personally initiating and implementing SWPPP training specifically directed at Office of Structure Construction staff needs within remote Northern California Districts 1, 2 and 3.

From 2000 thru 2011, Dan was involved in constructability and environmental permit reviews on structure projects along the north coast in Mendocino, Humboldt, and Del Norte Counties. Agencies involved in permitting these projects included ACOE, CCC, USFWS, NOAA, CFG, Cal Parks, and local agencies and local interests. Projects with navigable waterways which would also include USCG permits and work access via trestle and/or barges anchored temporarily within navigable channels including the Humboldt Bay Seismic Retrofit project, involving structures over 3 navigable waterways and the Noyo River Bridge Replacement project over the entrance to Ft Bragg Harbor including temporary fenders for an 80 high and 100 ft wide clear channel opening during construction. The Noyo River Bridge project also included removal of the existing truss bridge while maintaining the navigable channel opening. The Antlers Bridge Replacement project on I-5 across the Sacramento River finger of Lake Shasta also involved constructability review, VA study with industry, foundation contractor outreach, environmental permits review/comment and navigable channel restrictions as well as public access restrictions during construction from barges and trestles.

Dan's constructability reviews from 2000 thru 2011 including scheduling, access, and environmental permit review for the Greenwood Creek Bridge (01-Men-1), 10 Mile River Bridge (01-Men-1), Confusion Hill By-Pass (01-Men-101), Van Duzen River Bridge (01-Hum-101), and the Mad River Bridge (01-Hum101). The Confusion Hill By-Pass, the Antlers Bridge Replacement, and the proposed Lake Britton Bridge (02-Sha-89) were scheduled, planned, and permitted as cast-in-place cantilever segmental construction. The foundations for these structures were deep and complex.

Dan was on the team that developed the format of the initial Caltrans-Structure Construction and the Bridge Construction Industry Bridge Forum... an opportunity for the Bridge Construction Industry and Caltrans management to meet and discuss issues and Dan was involved annually in the Bridge Forum. Dan also participated in annual seminars on bridge coatings issues between Caltrans and the Bridge Coatings Industry.

Dan was involved on the VA studies at the Confusion Hill By-Pass project, the Antlers Bridge on I-5 across the Sacramento River finger of Lake Shasta, and the Hopland By-Pass project on US 101 in southern Mendocino County.

Dan spent 1 year as the Executive Engineering Assistant to the Chief, Division of Engineering Services at Caltrans, exposed to upper level issues and problem solving, gained a much larger view of Caltrans and Caltrans' partners, and their roles in serving the traveling public.

Dan was involved in numerous DRB's as a representative of the owner and is a current member of the Dispute Review Board Foundation (DRBF) and is on the Caltrans list of eligible Dispute Resolution Board (DRB) members. Currently Dan is a DRB member on three Caltrans construction contracts.

Dear Garberville Sanitary District (GSD) Board of Directors,

I would like to request permission to install a sewer pumping system on my property located at 1041 Sprowel Creek Rd. in Garberville 95542 APN: 032-171-027

Because of the poor soil drainage and limited space, it has been suggested to me that the best way to install a septic system would be to pump it from a holding tank up to Riverview rd. or the closest public sewer location.

SHN engineering has assigned an engineer to design the system. It would include a storage tank with a pump designed to grind up the waste and push it up the 2-inch pipe to the service location. Greg Williston, (707) 441-8855 gwilliston@shn-engr.com

This will be a low usage system located within a 1200 sf Shop with one toilet and one sink.

Thank you for your consideration,

Marcus Schaible

707 601 8291

marcusschaible@gmail.com



GARBERVILLE SANITARY DISTRICT

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

BOARD AGENDA MEMORANDUM

Meeting Date: December 17, 2019
To: Garberville Sanitary District Board of Directors
From: Jennie Short, Consultant Project Manager
Subject: SHCP - Water Service Update - POU Protests

GENERAL OVERVIEW

The petition the State Water Resources Control Board-Division of Water Rights (SWRCB-DWR) for a change in place of use for our water diversion permit and license notice closed on December 5, 2019. Four protest applications were received and 27 letter of support for the change in POU. Protest Applications were received from: Ed Voice, Kristin Vogel, Linda Sutton, and the Redway Community Services District. The main letter from each protest is attached, and the full package with attachments from each can be viewed at <https://www.garbervillesd.org/pou-petition-shcp>.

The next steps will be for the SWRCB-DWR staff to review the protest applications and send an acceptance letter to each protestor. The District will review the protest applications and must provide responses within 60 days. The goal is to resolve the specific issue(s) presented by the applicant in the main protest letter. For some concerns (such as that the SHCP should be publicly owned) there may not be a resolution available, but the District will provide a response to the protestor. The SWRCB-DWR will step in after 180 days from the date the notice closed if the District and the applicant cannot come to a resolution. SWRCB-DWR will be copied on the responses to the protestors and will guide the District through the process should more than one response be necessary.

As part of the LAFCo action, the SHCP and GSD have been required to execute an Annexation Consent Agreement & Covenant document which will be recorded against the SHCP property. The SHCP has requested that the verbiage lined out below be removed from the agreement before they approve and execute the agreement.

"1. Consent/Petition to Future Annexation or Reorganization. Owner hereby irrevocably consents to and petitions for the future annexation of his or her property to the Garberville Sanitary District and agrees to cooperate in such annexation upon the District's or LAFCo's request, ~~including the payment of applicable processing fees for the annexation of the Property.~~ Owner understands and agrees that this consent/petition to annexation includes all obligations attendant upon annexation, including all taxes, assessments and fees that the District imposes upon property within the District. "

These processing fees would only be associated with an annexation that was not requested by SHCP. For any annexation that was a result of SHCP desiring to change the locations, quantity or type of use as listed in the Water Service Agreement, the SHCP would still be responsible for reimbursement of fees as negotiated at that time.

FINANCIAL CONSIDERATIONS

The responses to protestors and associated coordination with the protest applicants will be costly. These costs will be borne by the SHCP and will be added to the balance due on the quarterly statements to the SHCP as the expenses are incurred.

RECOMMENDED BOARD ACTIONS

1. Approve the recommended change to the ANNEXATION CONSENT AGREEMENT AND COVENANT as shown above.
2. Direct staff to coordinate for the preparation of responses to the four protests.

ATTACHMENTS

Protest Application page and protest letter from each protestor



Redway Community Services District
P.O. Box 40
Redway, CA 95560
(707) 923-3101

State Water Resources Control Board
Division of Water Rights
Attn: Michael Meza
P.O. Box 2000
Sacramento, CA 95812-2000

November 25, 2019

RE: Protest Application for Petition for Change for Water Right License 3404 (Application 9686) and Permit 20789 (Application 29981) of Garberville Sanitary District (GSD)

Dear Mr. Meza:

This letter is in response to notification from the State Water Resources Control Board regarding Petition for Change for Water Right License 3404 (Application 9686) and Permit 20789 (Application 29981) of Garberville Sanitary District. During the regularly scheduled business meeting on November 20, 2019 the Redway Community Services District (Redway CSD) Board of Directors directed staff to write a letter of protest to your office that includes some key points. This is that letter. The Protest Application form is enclosed.

The Southern Humboldt Community Park (Park) is a private non-profit, not a public agency. As such, the Board of Directors of the Park hold private meetings that are not open to the public. And therefore, the motivations of the Park are not clear to the general public and do not necessarily represent the public interest. Many members of the larger community of southern Humboldt County support the park and many do not. Those that do not support the Park and its activities cite the closed meetings and methods by which the Park has obtained property and financial support among other special interests.

During the application to the Humboldt Local Agency Formation Commission (Humboldt LAFCo) comment period for this out of district service, Redway CSD wrote a letter to Humboldt LAFCo indicating that the Redway CSD Board of Directors has reservations about GSD providing this out of district connection to the Park because this connection may not be in the public interest. That letter was not included by GSD in their petition to the State Water Resources Control Board and the Redway CSD Board of Directors feels that it should have been for the sake of transparency. That letter to the Humboldt LAFCo is enclosed with this letter.

The Redway CSD Board of Directors feels that there are other ways to provide potable water to the Park. A formal annexation of the Park property to the GSD would require that the Park be subject to all of the ordinances of the GSD. Additionally, this would make the Park's activities more transparent to the public because building permits would be referred to GSD and their Board of Directors when the Park modifies land use, structures and other improvements. Another option would be for the Park to become a recreation district which would provide for public ownership and, therefore transparency.

The final comment that the Redway CSD Board of Directors would like communicated is that they support public space and that aspect of the Park's activities. That they do not support the private ownership and special interests of the Park or its Board of Directors and do not believe that this out of district connection is in the public interest.

Sincerely,

Terrence Williams
General Manager

On Behalf of Redway Community Services District Board of Directors

Enclosures (2)

State of California
 State Water Resources Control Board
DIVISION OF WATER RIGHTS
P.O. Box 2000, Sacramento, CA 95812-2000
 Info: (916) 341-5300, FAX: (916) 341-5400, Web: <http://www.waterrights.ca.gov>

PROTEST – APPLICATION

Based on Environmental Considerations, Public Interest, Public Trust, and Other Issues.
 (Protests based on INJURY TO PRIOR RIGHTS should be completed on other side of form)

APPLICATION 9686 AND 29981

1. I, ~~(We)~~ LINDA SUTTON
Name of Protestant(s)
 of PO Box 631 Redway, CA 95560, (904 923-2574) have read carefully a copy
Mailing address and zip code of protestant(S) Telephone Number
 of, or a notice relative to, Application 9686 & 29981 of CHARBROVILLE SANITARY DISTRICT
Name of applicant
 _____ to appropriate from THE SOUTH FORK OF THE FEE RIVER
Name of source
 at a point FOR AN OUT OF SERVICE AREA CONNECTION FOR THE SOUTHERN HUMBOLDT COMMUNITY PARK

2. I, (We) protest the above application on:
 ENVIRONMENTAL ISSUES, ETC.:
 The appropriation will not best conserve the public interest, will have an adverse environmental impact and/or will adversely affect a public trust use of a navigable waterway. *
 a. Public interest protests should clearly indicate how the appropriation will affect the public.
 b. Environmental protest should identify specific impacts and provide supporting recitals on issues such as: plants, animals or fish affected, erosion, pollution, aesthetics, etc.
 c. Public trust protests must identify the navigable waters to be affected and how the project will impact public trust values.
 Protests of a general nature (not project specific) or opposed to constitutional or legislated state policy will not be accepted. A request for information or for studies to be conducted is not a protest.

OTHER ISSUES, ETC.:
 The appropriation will be contrary to law, will require access rights, will not be in the State Water Resources Control Board's jurisdiction, or concerns other issues.

Facts and, if applicable, points of law which support the foregoing allegations are as follows: _____
PLEASE SEE COMMENTS ATTACHED

3. Under what conditions may this protest be disregarded and dismissed? _____
 (Conditions should be a nature that the applicant can address and either accept or submit mitigating measures.)

4. A true copy of this protest has been served upon the applicant CHARBROVILLE SANITARY DISTRICT, PO Box 211
Personally or by mail Linda Sutton CHARBROVILLE CA 95542

* For the purpose of filing a protest, navigable waters include streams and lakes that may be seasonally navigable in small recreational watercraft.

Date: Nov. 27, 2019

Notes: Attach supplemental sheets as necessary. Protests must be filed within the time specified in the notice of application

Protestant(s) or authorized representative sign here

Type or print name and title of representative, if applicable

Street address

City and State
 () _____
Telephone number

Linda Sutton
P.O. Box 631
Redway, CA
95560
707.923.2574

State Water Resources Control Board
Division of Water Rights
Attn: Michael Meza
P.O. Box 2000
Sacramento, CA
95812-2000

To Whom it May Concern,

As a longtime Redway resident downstream from Garberville, I must protest the out of service area connection by the Garberville Sanitary District to annex in a piecemeal and informal manner 18 (eighteen) acres of the Southern Humboldt Community Park (SHCP) which are now zoned for high use Public Facilities.

Despite all the caveats, whereases, etc. this action opens the door for more water requests in the future either by litigation or political pressure.

The plan for the SHCP is all about development which is unsustainable in Southern Humboldt with escalating fire danger, cyclical droughts, and a Wild and Scenic river, the South Fork of the Eel, that has been over-allocated and impaired for years.

Sincerely,



Linda Sutton

P.S. PLEASE FIND ATTACHED:
COPIES OF MY THREE PREVIOUS
LETTERS AND A FEW OF THE
LETTERS TO THE EDITOR OVER
THE PAST SEVERAL YEARS.
J.S.

State of California
State Water Resources Control Board
DIVISION OF WATER RIGHTS
P.O. Box 2000, Sacramento, CA 95812-2000
Info: (916) 341-5300. FAX: (916) 341-5400. Web: http://www.waterrights.ca.gov

PROTEST – APPLICATION

Based on Environmental Considerations, Public Interest, Public Trust, and Other Issues.
(Protests based on INJURY TO PRIOR RIGHTS should be completed on other side of form)

APPLICATION License 3404 and Permit 20789

1. I. (We) Kristin Vogel
Name of Protestant(s)
of PO Box 453, Garberville, CA 95542, (707) 923-9284 have read carefully a copy
Mailing address and zip code of protestant(S) Telephone Number
of, or a notice relative to, Application License3404/Permit20789 of Garberville Sanitary District
Name of applicant
South Fork Eel River
to appropriate from Name of source
at a point Sections 13,23,24,25,and 35, T4S, R3E, HB&M, and Sections 18,19, and 20, T4S,R4E, HB&M

2. I. (We) protest the above application on:

ENVIRONMENTAL ISSUES, ETC.:

The appropriation will not best conserve the public interest, will have an adverse environmental impact and/or will adversely affect a public trust use of a navigable waterway. *

a. Public interest protests should clearly indicate how the appropriation will affect the public.

b. Environmental protest should identify specific impacts and provide supporting recitals on issues such as: plants, animals or fish affected, erosion, pollution, aesthetics, etc.

c. Public trust protests must identify the navigable waters to be affected and how the project will impact public trust values.

Protests of a general nature (not project specific) or opposed to constitutional or legislated state policy will not be accepted. A request for information or for studies to be conducted is not a protest.

OTHER ISSUES, ETC.:

The appropriation will be contrary to law, will require access rights, will not be in the State Water Resources Control Board's jurisdiction, or concerns other issues.

Facts and, if applicable, points of law which support the foregoing allegations are as follows: See attached comment

3. Under what conditions may this protest be disregarded and dismissed? See attached comment

(Conditions should be a nature that the applicant can address and either accept or submit mitigating measures.)

4. A true copy of this protest has been served upon the applicant by mail c/o Jennie Short, POBox 211, Garberville, CA 95542

* For the purpose of filing a protest, navigable waters include streams and lakes that may be seasonally navigable in small recreational watercraft.

Date: November 30, 2019

Notes: Attach supplemental sheets as necessary. Protests must be filed within the time specified in the notice of application

Personally or by mail
12-02-19
Protestant(s) or authorized representative sign here:
Kristin Vogel
Type or print name and title of representative, if applicable
Street address
2500 Old Briceland Rd. Garberville, CA 95542
City and State
(707) 923-9284
Telephone number

NOTICE OF PETITION FOR CHANGE FOR WATER RIGHT LICENSE 3404 (APPLICATION 9686) AND PERMIT 20789 (APPLICATION 29981) OF THE GARBERVILLE SANITARY DISTRICT

My Protest Comments To: State Water Resources Control Board, Division of Water Rights
Attn: Michael Meza, P.O. Box 2000, Sacramento, CA 95812-2000 Michael.Meza@waterboards.ca.gov.
Cc: Garberville Sanitary District, c/o Jennie Short, P.O. Box 211, Garberville, CA 95542
From: Kristin Vogel, P.O. Box 453, Garberville CA 95542

To: The State Water Resources Control Board, Division of Water Rights:

My concern about this request by GSD to serve water to the Southern Humboldt Community Park(SHCP) is that it is not about people discarding plastic water bottles on public property. (The SHCP is private property.) Most people do not mind bringing in their own water bottles to this private Park. This Petition for change in the GSD Place of Use requests a significantly larger “island of service” than the one described in 2012-13 GSD Annexation. It requests more water in more areas of the Park than ever before. It sets up water spigots in each of the commercially zoned areas of the Park. These are zoned Public Facilities, (PF) which allows for heavy impact uses. The PF zones mapped out in the Park’s EIR are for concerts and festivals, public restrooms, campgrounds, a public meeting center, a sports center and ball fields. **My concern is that piping GSD water out to all these areas of the Park creates the opportunity to use it for PF purposes without any CEQA review or mitigations to possible significant impacts. Strict legal enforcement wording that will hold up in court is needed to support the limits placed on the proposed 2999 cubic ft. per month connection.**

The Application from GSD now before you contains Resolution 19-02. This is a Resolution that seems like the one that GSD offered to the Park in 2012. But it is significantly different. GSD has changed the wording in Resolution 19-02 and it does not match the original 2012 “island of service” offer which designated that the GSD water connection be for “residential use only”. **The new wording blurs the boundary between residential use and commercial use of GSD water on the SHCP property. It opens the door to possibly significant impacts to the South Fork Eel river, its wildlife, its threatened aquatic species, and its stability and dependability as a drinking water source for the communities of Garberville and Redway. And yet, to date, these impacts have not been analyzed under CEQA. The (OAS) out-of-area service connection that GSD is specifically requesting does not address these concerns.**

The river is the source of drinking water for over a thousand ratepayers in the Garberville Sanitary District and downstream, in the Redway Community Services District. An “out of area service connection” with no true site specific CEQA, is not adequate to meet the responsibility GSD owes to ratepayers and threatened species who need a river that can last through droughts and very low flows in summer. The SHCP Park is already taking at least 7 million gallons out of the river for private lease crops, wine grapes and cattle-raising without a meter on their riparian intake line. They approximate this figure. The current applications by new businesses for even more high volumes of water are increasing in Garberville. One of the most important projects that must be addressed is the 2030 new hospital which will consume at minimum five million gallons a year according GSD’s consultant, 4JS Consulting, Jennie Short. Other projects in GSD’s pipeline include many more legal marijuana growers, the renovated Six Rivers Bank building on Redwood Drive, the bubble hash processing plant going in on Redwood Drive, and a lifestyle spa motel next to the Highway 101 at the north end of Garberville. These businesses are lining up for water service at a time that the Garberville Sanitary District is already using over 70 million of the 80 million gallons it is allocated yearly from the State. **A complete GSD capacity study and a proper, (not a “piecemealed” addendum) CEQA is needed that accounts for all of the upcoming projects and their impacts on the South Fork Eel river before a decision is made on this change in place of use.** Please do not rush into this decision. It needs time for your deliberation. Thank you for your work.

Kristin Vogel, Garberville, CA 95542

State of California
State Water Resources Control Board
DIVISION OF WATER RIGHTS
P.O. Box 2000, Sacramento, CA 95812-2000
Info: (916) 341-5300, FAX: (916) 341-5400, Web: <http://www.waterrights.ca.gov>

PROTEST – APPLICATION

Based on Environmental Considerations, Public Interest, Public Trust, and Other Issues.
(Protests based on INJURY TO PRIOR RIGHTS should be completed on other side of form)

APPLICATION LICENSE 3404 AND PERMIT 20789

1. I, (We) Edward Voice
Name of Protestant(s)
of PO Box 572, Nice Ca. 95464, (707) 349-1069 have read carefully a copy
Mailing address and zip code of protestant(S) Telephone Number
of, or a notice relative to, Application Lic 3404/Permit 20789 of Garberville Sanitary District
Name of applicant
South Fork Eel River
to appropriate from
Name of source
at a point Sections 13, 23, 24, 25, and 35, T4S, R3E, HB&M; and Sections 18, 19, and 20, T4S, R4E, HB&M.

2. I, (We) protest the above application on:
 ENVIRONMENTAL ISSUES, ETC.:
The appropriation will not best conserve the public interest, will have an adverse environmental impact and/or will adversely affect a public trust use of a navigable waterway. *
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b. Environmental protest should identify specific impacts and provide supporting recitals on issues such as: plants, animals or fish affected, erosion, pollution, aesthetics, etc.
c. Public trust protests must identify the navigable waters to be affected and how the project will impact public trust values.
Protests of a general nature (not project specific) or opposed to constitutional or legislated state policy will not be accepted. A request for information or for studies to be conducted is not a protest.

OTHER ISSUES, ETC.:
The appropriation will be contrary to law, will require access rights, will not be in the State Water Resources Control Board's jurisdiction, or concerns other issues.

Facts and, if applicable, points of law which support the foregoing allegations are as follows: See attached comments

3. Under what conditions may this protest be disregarded and dismissed? See attached comments
(Conditions should be a nature that the applicant can address and either accept or submit mitigating measures.)

4. A true copy of this protest has been served upon the applicant by mail c/o Jennie Short, P.O. Box 211, Garberville, CA 95542.
Personally or by mail

* For the purpose of filing a protest, navigable waters include streams and lakes that may be seasonally navigable in small recreational watercraft.

Date: _____

Notes: Attach supplemental sheets as necessary. Protests must be filed within the time specified in the notice of application

Protestant(s) or authorized representative sign here
Edward Voice
Type or print name and title of representative, if applicable
PO Box 572
Street address
Nice, Ca. 95464
City and State
(707) 349-1069
Telephone number

**NOTICE OF PETITION FOR CHANGE FOR WATER RIGHT LICENSE 3404 (APPLICATION 9686) AND
PERMIT 20789 (APPLICATION 29981) OF GARBERVILLE SANITARY DISTRICT**

Re: Protest and Public Comments

To: State Water Resources Control Board, Division of Water Rights

Attn: Michael Meza, P.O. Box 2000, Sacramento, CA 95812-2000

Garberville Sanitary District, c/o Jennie Short, P.O. Box 211, Garberville, CA 95542

From: Edward Voice, PO Box 572, Nice Ca. 95464

Dear State Water Resources Control Board, Division of Water Rights,

Like the fable of the blind men and the elephant, CEQA's prohibition on "piecemealing" of environmental review is animated by a basic recognition that the "whole" of an action under review is greater than its individual parts viewed separately. (The same important insight also underlies CEQA's requirement to analyze a project's cumulative impacts.) But CEQA's expansive and rather amorphous definition of what constitutes a "project" ensures that its piecemealing rule shares another similarity with the famous fable: what conduct constitutes improper piecemealing often appears to be in the "eye of the beholder" and individual perceptions can differ greatly based on more-or-less subjective factors. Appellate courts have long wrestled with application of the relevant legal principles, which essentially attempt to prohibit a lead agency's "chopping up" of a project into smaller components so that it can turn a "blind eye" to reasonably foreseeable environmental impacts of the "whole" action.

The reason I bring this to your attention, this CEQA addendum you have before you for this Change Petition is the CEQA textbook example of "piecemealing". This metered water service connection from GSD, that would need your approval to expand GSD's diversion Place of Use, as proposed, was not reviewed, studied or analyzed under CEQA. Nor was it analyzed within the initial study for the Garberville Sanitary District (GSD) IS/MND Annexation (SCH # 2012032025) or the Southern Humboldt Community Park (SHCP) DEIR or Final EIR (SCH # 2010092037). What you have before you has been "piecemealed" between these two CEQA documents and submitted to you only as a narrative that was not analyzed as a whole under CEQA as referenced in this Petition. In other words, what you have is a bait and switch approach to CEQA. All you need to do is review and read each CEQA document (SCH # 201009037 & SCH # 2012032025) to understand this addendum is circumventing the CEQA process and my comments 1 thru 11 will help guide you through my argument and why I am opposed to this addendum being used.

The State CEQA Guidelines define a project under CEQA as "the whole of the action" that may result either directly or indirectly in physical changes to the environment. This broad definition is intended to provide the maximum protection of the environment. Piecemealing or segmenting means dividing a project into two or more pieces and evaluating each piece in a separate environmental document, rather than evaluating the whole of the project in one environmental document. This is explicitly forbidden by CEQA, because dividing a project into a number of pieces would allow a Lead Agency to minimize the apparent environmental impacts of a project by evaluating individual pieces separately, each of which may have a less-than-significant impact on the environment, but which together may result in a significant impact. Segmenting a project may also hinder developing comprehensive mitigation strategies.

In general, if an activity or facility is necessary for the operation of a project, or necessary to achieve the project objectives, or a reasonably foreseeable consequence of approving the project, then it should be considered an integral project component that should be analyzed within the environmental analysis. The project description should include all project components, including those that will have to be approved by responsible agencies. When future phases of a project are possible, but too speculative to be evaluated, the EIR should still mention that future phases may occur, provide as much information as is available about these future phases, and indicate that they would be subject to future CEQA review. CEQA case law has established the following general principles on project segmentation for different project types:

For a phased development project, even if details about future phases are not known, future phases must be included in the project description if they are a reasonably foreseeable consequence of the initial phase and will significantly change the initial project or its impacts. Laurel Heights Improvement Association v Regents of University of California (1988) 47 Cal. 3d 376.

For a planning approval such as general plan amendment, the project description must include reasonably anticipated physical development that could occur in view of the approval. City of Redlands v. County of San Bernardino (2002) 96 Cal. App. 4th 398.

For a project requiring construction of offsite infrastructure (e.g., water and sewer lines), the offsite infrastructure must be included in the project description. San Joaquin Raptor/Wildlife Rescue Center v. County of Stanislaus (1994) 27 Cal.App. 4th 713.

For modification of a permit for an existing facility, the scope of the project description can be limited to the scope of the permit modification and does not cover the entire facility. Citizens for East Shore Parks v. State Lands Commission (2011) 202 Cal.App. 4th 549.

1. Nothing included in the SHCP Final EIR addressed, analyzed or mitigated the existence of past or future water service from GSD. In fact, it's stated in the addendum, page 16: "***However, the 2016 EIR did not consider potential connection to GSD for potable water supply***". Items included in this addendum have been cherry picked and "piecemealed" only using selected parts of the SHCP EIR, then cobbled together using selected parts of the GSD Annexation IS/MND. for which this addendum was created and embellished.

2. Just because the GSD included the SHCP project in GSD Annexation IS/MND as an informational item only, i.e. "Other Projects in the Garberville Area", does not mean it addressed, studied or analyzed under CEQA, because it was not. In fact, as of June 18, 2019, GSD has now increased the area to be served with this new water service connection (Place of Use) within the SHCP property, compared to what was only mentioned in the GSD Annexation IS/MND. GSD has increased the area of use by more than 3 times and added more access and use of water for non-residential and non-domestic use in those new designated areas within the SHCP property boundary, that are only intended for private commercial events, public assembly, fundraisers, concerts, festivals, new private development and now allowing 800 to 5000 visitors a day per event. How were these changes analyzed under CEQA in the GSD Annexation IS/MND? Answer: They were not.

3. In the SHCP Final EIR response to comments, it was made abundantly clear, the only use and source of water intended for use on the SHCP property came from the SHCP's own private onsite water sources, "adequate supply of potable water", it did NOT include a water source from GSD.

4. As Jennie Short stated, addressing the GSD Board on June 18, 2019; she acknowledges the elephant in the room: ***"The fact that GSD as a water source was not included in the Park's EIR was unfortunate and that would have been ideal if that had been done."***

5. As explained from the SHCP FEIR Response to Comments to the DEIR (SCH# 2010092037), in part they state and confirm the following:

(a) Re: LETTER B3 Humboldt Local Agency Formation Commission B3-1

"The commenter correctly describes much of the history of the potential annexation of the project site into the Garberville Sanitary District (GSD). However, since the site was excluded from the 2014 annexation process by GSD, the project applicant has moved on to address the park's water needs. The applicant completed a water supply and demand analysis, which showed there are adequate water supplies within the control of the applicant to develop the project. Further, the project includes a proposal for the use of an upland well as part of the overall water supply strategy. Water withdrawn from this well would not affect flows on the South Fork Eel River, which would be the case for water supplied from GSD. Thus, the proposed system of providing water from a range of sources available to the applicant is more environmentally beneficial, and annexation to GSD is not necessary."

(b) Re: LETTER B4 Garberville Sanitary District B4-1

"The commenter states that the project should not provide potable water to the public unless the project site is annexed to the Garberville Sanitary District (GSD), which would provide potable water. As discussed in Section 4.17, Utilities and Service Systems, of the DEIR, the project would have adequate supplies of potable water; thus, annexation to GSD is not necessary. The commenter repeats the flow mitigation measures included in the DEIR as a possible condition for future GSD water use. Since these mitigations are already included in Mitigation Measure BIO-5, there is no need for the project to connect to GSD to follow these diversion limits. Lastly, the commenter presents a concern about future connection to the GSD sewer system. The project does not include a proposal to connect to the GSD sewer system."

(c) Re: LETTER C6 Saxton & Associates C6-21

"Annexation to GSD has not been proposed as part of the project and was not included as a mitigation measure because it was found that adequate water could be provided to the site without annexation. If annexation were to occur at a future date, further environmental review may be required. See the responses to Comments B3-1 and B4-1 regarding annexation to GSD and comments submitted by the Humboldt Local Agency Formation Commission (LAFCo) and GSD."

6. As stated, there was no review, study, mitigation or findings that disclosed or discussed using a metered water connection from GSD in conjunction or included within the SHCP EIR project or property. And or what direct or indirect effect it would have on the environment. Nor does the Final SHCP CEQA EIR disclose, discuss or analyze the past or future existence of potable water provided by either the Garberville Water Company (past) or GSD (future) and was NOT considered by the Planning Commission or Humboldt County Board of Supervisors through the Humboldt County

General Plan Amendment process. By what method did the GSD Board surmise that this new water connection was included in the Parks EIR? Answer, they did not.

7. Included in the addendum (Exhibit "E") every one of those 25 pages of mitigation measures are from the SHCP EIR (SCH# 2010092037), not the GSD IS/MND Annexation (SCH # 2012032025). If that is not "piecemealing". I don't know what is.

8. The SHCP was excluded from the GSD Annexation IS/MND process, from which this addendum was conceived and created. But yet GSD is now using this same GSD Annexation CEQA IS/MND the SHCP was excluded from to now be included without being annexed 6 years after the fact, with no rhyme or reason, other than they did not include this same information into the SHCP EIR.

9. If GSD and Humboldt LAFCo are going to "piecemeal" this addendum by using two different CEQA documents from two different projects with two different lead agencies and combine them into one, where is the addendum to the SHCP EIR (SCH# 2010092037)! Answer, they did not require one.

10. And I would like to dispute what was stated by GSD in their opening remarks (first paragraph page 1) and cover letter submitted with this Change Petition, where it states, in part:

"At one time this property was a GSD water customer, but was not within our Place of Use. Service to the property was discontinued and we would now like to reinstate it."

Please see Attachment 1, included in my protest packet. It includes detailed information of the extent of what GSD is referring to as a ***"one time...GSD water customer"***. In fact, the truth is the SHCP illegally tied into a nearby potable waterline, without notifying GSD of its connection and water use. The reason they were originally included in the GSD Annexation process was to be included into the GSD jurisdictional boundary, place of use and have a legal water connection from GSD. However, for reasons that are not abundantly clear or were never publicly disclosed, GSD excluded the SHCP from the Annexation process (as stated above from item 5(a)), and remained outside the GSD SWRCB-DWR POU and jurisdictional boundary with no legal water connection.

11. As stated in the Response to Comments, Garberville Sanitary District Annexation Project SCH # 2012032025 (see Attachment 2), it states, in part from item 1:

"The IS/MND acknowledges the history of the SHCP connections on pages 4 and 5. Even though the goal of the project is to update the Humboldt Local Agency Formation Commission (LAFCo) approved jurisdictional boundary (boundary) and State Water Resources Control Board (SWRCB) Place of Use (POU) with the areas of historical water service provided by GSD or Garberville Water Company (GWC), the annexation area at the SHCP has been removed from the project. Any future changes or requests by the SHCP will be considered at that time. Additionally, the GSD took action on October 9, 2012, to provide conditions to be applied to an approval of any future annexation application for the SHCP. This is described on pages 23 through 26."

And item 2:

“Throughout the IS/MND, the impacts of the future SHCP project are discussed in the context of the potential for cumulative impacts within the proposed annexation area in conjunction with this annexation project to the extent that the SHCP project pertains to that impact topic.”

The key words in this characterization are ***“discussed”*** and ***“potential”***, not addressed, analyzed, studied or mitigated. The question(s) should be; did the SHCP expand or increase its scope, sheer size, development and increased water demand where the SHCP NOP or GSD Annexation IS/MND left off (2010/2013) as stated in item 2? Answer, YES, by a considerable amount!

And since the SHCP DEIR/FEIR expanded its project beyond what was denoted during the SHCP NOP (2010) and again to GSD in 2013 by the lead agency (Humboldt County), were these new impacts and effects to the environment addressed, analyzed, studied or mitigated in conjunction with the GSD Annexation IS/MND? Answer, NO!

And why is that, because as stated in item 1, ***“the annexation area at the SHCP has been removed from the project. Any future changes or requests by the SHCP will be considered at that time.”***

So, besides piecemealing this Addendum together between the GSD Annexation IS/MND and SHCP EIR, what was ***“considered”***? Answer, nothing. Because nothing was addressed, analyzed, studied or mitigated under CEQA for the SHCP to have and use potable water from GSD. And as we know, this Addendum did not include or authorize the SHCP property be annexed into the GSD jurisdictional boundary by the Humboldt LAFCo Commission.

In closing, I would like to remind the Division of Water Rights the South Fork Eel River is a Wild & Scenic River, both state and federally listed. In the 26 years I have tried to protect the South Fork Eel beneficial uses, I have never seen such a blatant disregard of the public trust as I have witnessed and read in this Petition and CEQA Addendum. For this reason and including my public comments I included for both the GSD Annexation IS/MND (SCH # 2012032025) and SHCP EIR (SCH# 2010092037), I would request you deny this Petition as stated until such time as this project can be analyzed under a standalone CEQA initial study process. Only then should this Petition move forward for the State Water Boards approval. If not, I will consider my options and right to keep defending the South Fork Eel Rivers beneficial uses which include essential fish habitat for threatened and endangered aquatic species, and reason for its inclusion and protection under the state and federal Wild & Scenic Rivers Act.

Thank you for your time and consideration,

Edward Voice and Voice Family, former Garberville/Redway resident, homeowner and neighboring property own of the Southern Humboldt Community Park 1961-2015



GARBERVILLE SANITARY DISTRICT

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

BOARD AGENDA MEMORANDUM

Meeting Date: December 17, 2019
To: Garberville Sanitary District Board of Directors
From: Jennie Short, Consultant Project Manager
Subject: 2019 DWSRF Planning Project Application Update
Wallen Rd Tank Replacement, Robertson Tank Replacement,
Meadows Aerial Waterline Relocation

GENERAL OVERVIEW

Since the last board meeting the following tasks have been completed:

1. Received back the Notice of Exemptions with no challenge filed.
2. DWSRF project manager assigned and I have begun coordination. It will probably be six months before we receive any specific information regarding moving forward with a funding agreement.
3. The DWSRF project manager inquired about combining the projects to streamline funding and execution, so we combined the two tank projects and left the aerial waterline as a separate project.

I was notified via email by FFAST that "Small Community Funding Program, Pre-Application is currently accepting applications from 11/21/2019 8:00:00 AM through 6/30/2025 5:00:00 PM via the Financial Assistance Application Submittal Tool (FFAST)." If the Board desires, we can investigate the possibility of applying for this program for these three projects.

FINANCIAL CONSIDERATIONS

Any cost associated with preparing additional applications will be minimal compared to the initial cost of getting all the documentation together. A significant portion of the budgeted \$20,000 remains available to cover these costs.

STAFF RECOMMENDATION FOR BOARD ACTIONS

Direct staff to research new funding program and prepare applications if the projects are eligible.

ATTACHMENTS

None

Sec 9.5 Payment of Bills. Bills are due and payable by 4:30 P.M. on the 25th of each month and if not paid a \$15 late charge will be applied.

- a. Customer Bills:
Bills will be mailed by the first of each month.
- b. Late Payments Procedure:
 - (1) Bills past due – Courtesy Call
 - (2) 35 days past due – Shut off notice – Hand delivered to service address.
Owner or Property Manager Notified
 - (3) 7 days after shut off notice is delivered – Water will be turned off. Owner will be notified. There will be a \$100 reconnection fee due, prior to water reconnected.
 - (4) **60 days One Year** past due – Lien on building/property – **File Small claims against owner/customer for service charges owed with associated fees and late charges plus \$500 for staff time and legal expenses.**
 - (5) **120 days Two Years** past due – Turn over to collection agency.
 - (6) **2 years of non-payment, meter will be removed and owner and property manager notified that a new water and sewer connection fee will be due before water reconnected.**
- c. Adjustments 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. NSF (non-sufficient funds) from any payment source will require the customer pay all bank charges and a \$35 handling fee.
- e. Upon 2 NSF (non-sufficient funds), within a 12-month period automatic payment will be denied until an agreement can be reached with the General Manager or designee.
- f. Tampering with water meters or turning meters on after being turned off for non-payment may result in a customer fine of \$200 and a reconnection fee of \$100 which must be paid with all outstanding service charges before water will be turned on unless an agreement is made with the General Manager or Designee.
- g. Service Charge Discount may be available for any customer that verifies they are over the age of 62 and have a combined income of less than \$24,000 annually. Customers who qualify may receive a \$15 credit which can be used to decrease their monthly service charge. Any service credit will require (10) units (7,500 gallons) in a given month, the service charge discount will be voided for that month.

Adopted 10/23/2018

Sec 9.6 Billing of Separate Meters. Separate bills will be rendered for each meter installation.

Sec 9.7 Customer's Guarantee. The water charge begins when a service connection is installed and the meter is set. The property owner must sign the customer service agreement form prior to being connected. This agreement guarantees that the owner is responsible for their property and for all unpaid service charges.

- a. Customers are required to place a deposit of \$100, refundable or applied to account after 2 years of good payment history.
- b. Owner will be responsible for any unpaid charges. Account must be current before

customer's account can be established.

- c. Failure to receive a bill does not relieve consumer of liability. Any amount due shall be deemed a debt to the District and any person, firm, or corporation failing, neglecting, or refusing to pay said indebtedness shall be liable to an action in the name of the District in any court of competent jurisdiction for the amount.

Adopted 4/24/2018



Garberville Sanitary District
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LATE PAYMENT CUSTOMER PROCEDURES

As we have worked diligently to bill customers at same time each month, give friendly reminders, give late charges, personal notices for timeline and shutoff, we are still having customers who disregard the monthly service charges and fees.

There are some who have had their water turned off for months and still do not contact us for a payment plan. We have discussed this internally because at what point do we file a lien on the property or take these customers to small claims court?

We have a very specific policy which states what is required and what actions we can take but have learned that if we file a lien or go to small claims court, we have to use a specific dollar amount we are owed, while any other accrued charges while waiting for judgement or house to sell, are not included.

The other concerning factor is that the time it takes and the fees required to pursue liens and small claim judgements is costly so we would like to discuss at what point should we pursue these or other options to collect the money owed?

Sec 4.9 Service Connection. It shall be unlawful to install a well without GSD approval, or use a water connection that does not conform maintain a connection excepting in conformity with the following rules:

- a. Multiple service connections for single parcel are allowed under these conditions, if approved by General Manager or designee:
 1. Each building under separate ownership must be provided with a separate service connection and meter. Two or more buildings under same ownership and on the same lot or parcel may be supplied through the same service connection and meter if approved by the General Manager or designee.
 2. A master meter is installed at the property line.
 3. Metered service connections are provided for each sub unit or single family residence. Meters and valves will be supplied and remain property of GSD.
 4. Supply line from master meter to each of the units shall be installed and maintained by owner.
 5. Owner will be responsible for usage on master meter, determined by deducting each sub unit from master meter.
 6. Owner will be responsible for notifying the District of any changes to property or buildings at such time the General Manager or designee will inspect property for compliance of District service connection ordinances.
 7. Failure to notify the District when making improvements to the property or buildings may result in inspection costs and reimbursement of staff time, meters and construction expenses along with applicable connection fees.
- b. Different Owner. A service connection shall not be used to supply adjoining property of a different owner or to supply property of the same owner across a street or alley.
- c. Divided Property. When property with a service connection is divided, each parcel will have a separate service connection. Change to exiting services is also subject to but not limited to Sections 2.6 and 4.4.

Adopted 03/28/2017