

**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**

**August 29, 2017
5:30 p.m. – Open Public Session**

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 919 Redwood Dr. during normal business hours.

I. REGULAR MEETING CALLED TO ORDER

II. ESTABLISHMENT OF QUORUM

Rio Anderson___, Linda Brodersen___, Doug Bryan___, Richard Thompson___, Gary Wellborn___

III. APPROVAL OF AGENDA - Action to add or delete items from any portion of the agenda or to discuss any consent agenda items must be taken prior to adoption of the agenda.

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

V. CLOSED SESSION

A. Conference with Legal Counsel-Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: One Potential Case: The receipt of a written employment/labor law claim pursuant to the California Tort Claims Act dated August 11th, 2017, from Tina Stillwell. (California Government Code § 54956.9(e)(3).)

VI. OPEN SESSION

A. Board Report of action, if any, taken during closed session

VII. COMMENTS AND QUESTIONS FROM THE AUDIENCE

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

General Public / Community Groups

VIII. ANNOUNCEMENTS AND COMMUNICATIONS

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

Operations Staff-

Office Staff-

Board Members-

General Manager—Ralph Emerson Pg 4

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

X. ITEMS FOR NEXT BOARD MEETING

1. Update on Projects
2. Kimtu water transmission line-Leino Lane upgrades
- 3.
- 4.

XI. ADJOURNMENT

Posting of Notice at the District Office no later than August 25, 2017: Agenda is emailed to the local newspapers and those who have requested an agenda in writing or e-mail.

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

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

GENERAL MANAGER REPORT

Date: August 29, 2017

I appreciate the cooperation of Humboldt County Road Department in paving a section of Cedar Street which was caused by water degradation. The road and paving job looks great and eliminated a pedestrian and traffic hazard.

August 3 was a test for staff and our water treatment and distribution system because it was over 100*, Reggae on The River crowds in town, 3 separate fires and the power went out. Dan and Brian worked diligently to ensure tanks remained full, fire trucks had water and that we provided water for our customers. We purchased additional generators 2 years ago which allowed us the ability to keep booster pumps and treatment facility operating during the power outage. Mary stayed in the office to meet customers during the power outage and available to assist field staff.

Dan & Brian were involved with extricating a trapped man from a storm drain, which created an interesting start for their day.

We have encountered a problem with 2.5 year old failing distribution pumps at the Hurlbutt water tank but are working to fix the problem with local companies. During the past 2 years we have worked to find an alternative distribution process to provide water to upper Maple lane and because of these recent pump problems, have been able to verify that we can continue providing water to our customers while repairs are made.

We continue working on the Bear Canyon re-route water distribution project and have been having site visits and meetings to determine route, process and cost.

I want you and the public to know how much I appreciate the efforts of our staff to rise to the occasion and handle emergencies and unruly customers in a very professional manner and never give up on providing quality customer service and water.

Respectfully Submitted:

Ralph Emerson



GARBERVILLE SANITARY DISTRICT

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

BOARD AGENDA MEMORANDUM

Meeting Date: August 29, 2017

To: Garberville Sanitary District Board of Directors

From: Jennie Short, Consultant Project Manager

Subject: June 2017 DRAFT Financial Statements

GENERAL OVERVIEW AND FINANCIAL CONSIDERATIONS

The attached Financial Statements are only a draft and do not include all of the year-end adjustments that will be completed by our accountant's (Jamie Corsetti) office prior to starting the year-end audit. These financial statements are being provided so that the Board is aware of the final draft revenues and expenditures in a timely fashion as the audit normally takes several months and isn't presented to the Board until November. The year-end adjustments don't normally have a significant effect on the cash balances.

During the 2016-17 fiscal year, there have been some unanticipated expenditures. There is a significant negative cash flow this year due in part to these expenses and in part to the investment in capital assets while still making payments on all five of our loans. Two of these loans will be paid off by the end of the 2019/20 fiscal year. The net cash flow for the year is (\$78,218.99). This means that we spent significantly more than we brought in. These funds came from the operational reserves that were saved up during fiscal years 2010-2014. With the cash reserve account that is held in trust with the SWRCB for the Drinking Water project loan in the amount of \$46,354.75 and the \$700,000 in capital infrastructure reserves that the Board has set aside, only \$60,825.53 remains in the operational reserve accounts.

The water Profit and Loss Budget Performance can be summarized as:

Description	YTD Amount	YTD over (under) budget	% over (under) budget
Total income	517,887.07	28,377.91	5.5%
Total Administrative & General Expense	179,974.38	(781.62)	-0.4%
Total Water Trans & Distribution	80,439.35	9,711.35	12.1%
Total Water Treatment	126,805.39	9,181.39	7.2%
Total Expenses	387,219.12	18,111.12	4.7%
Net Ordinary Income	130,667.95	10,266.79	7.9%
Net Other (Income) Expense	355,385.05	27,005.05	7.6%
Net Income	(224,717.10)	(16,738.26)	7.4%

The financial statements for this month show that the operational budget is within acceptable tolerances. The year-end revenue is \$28,377.91 over the budgeted amount, but the expenses were also over budget. The water fund net ordinary income is 7.5 percent, or \$10,266.79, over budget which is good news. There are select expense line items which contain the majority of the overages:

- In Transmission & Distribution, overage is in part the repair of waterline leaks by Cole Tiscornia Construction in the amount of \$6,896.
- In Water Treatment, overages are spread out over monitoring, supplies, utilities, and repairs & maintenance.
- In Water Treatment Repairs and Maintenance, the overage of \$17,367.58 is due to repairs to the SWTP shut off valves, and reconfigurations of the chlorine and coagulation injection system, plus the annual service on the three large generators was completed once in July 2016 and once in June 2017 which made the total for this year higher, and next year should be lower. Next year we will have additional expense to finish the chlorine injection system and we anticipate that additional valves will need to be replaced each year.
- For both water transmission and treatment, the utilities are higher than budgeted. This is an overage that may continue next year and necessitate allocation of additional funds to this line item.
- In Net Other Expenses is mainly in the depreciation line item which does not affect cash flow.

The sewer Profit and Loss Budget Performance can be summarized as:

Description	YTD Amount	YTD over (under) budget	% over (under) budget
Total income	365,607.38	(948.62)	-0.3%
Total Administrative & General Expense	177,935.71	(7,776.29)	-4.4%
Total Sewage Collection	75,936.26	31,788.26	41.9%
Total Sewage Treatment	63,925.13	(16,414.87)	-25.7%
Total Expenses	317,797.10	7,597.10	2.4%
Net Ordinary Income	47,810.28	(8,545.72)	-17.9%
Net Other (Income) Expense	144,787.90	1,231.90	0.9%
Net Income	(96,977.62)	(9,777.62)	10.1%

The shortfall for Net Ordinary Income in sewer is 17.9 percent, or \$8,545.72. The water overage was \$10,266.79, so the net between the two funds is an overage of \$1,721.07.

The bottom line is:

- The net year end profit was \$188,553.28.
- There have been significant expenditures for asset acquisition totaling \$138,647.94
- Total payments on long term debt were \$130,650.07
- These loan payments and asset purchases are what result in the negative cash flow for the year
- Due to the large negative cash flow this year, to be able to pay our bills through the end of June, we had had to move funds from the Umpqua Bank savings accounts to cover this cash flow shortfall.

ATTACHMENTS

1. Balance Sheet with Comparison between Current month and Fiscal Year ending June 30, 2016 for both water and sewer
2. Statement of Cash Flows - July 1, 2017 through June 30, 2017
3. Check Register Report for all checks issued in June 2017
4. Three Revenue and Expense Reports - containing current month actual, fiscal year to date actual, and annual budget (One combined Report for Water & Sewer, one for water only, and one for sewer only)

	May 31, 2017 Acct Balance	Jun 30, 2016 Acct Balance	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1005 · Umpqua Checking - Operating	13,489.99	110,627.79	(97,137.80)
1006 · Umpqua System Reserve - Water	56,039.48	72,592.66	(16,553.18)
1007 · Umpqua System Reserve - Sewer	80,228.22	75,153.24	5,074.98
1011 · Water Enterprise Fund	46,354.75	46,192.82	161.93
1030 · County Treasury - Sewer Reserve	371,974.24	344,370.84	27,603.40
1031 · County Treasury - Water Reserve	238,854.09	236,225.85	2,628.24
1040 · Petty Cash	39.51	49.51	(10.00)
1050 · Cash Drawer	200.00	186.56	13.44
Total Checking/Savings	807,180.28	885,399.27	(78,218.99)
Accounts Receivable			
11000 · Accounts Receivable - Other	215.00	415.00	(200.00)
Total Accounts Receivable	215.00	415.00	(200.00)
Other Current Assets			
1100 · Accounts Receivable			
1110 · Accts Receivable Over Payments	(1,481.30)	(809.85)	(671.45)
1100 · Accounts Receivable - Other	99,758.38	90,007.92	9,750.46
Total 1100 · Accounts Receivable	98,277.08	89,198.07	9,079.01
1120 · A/R - Employee	0.00	256.30	(256.30)
1450 · Prepaid Rent	835.00	0.00	835.00
1500 · Prepaid Insurance	2,468.34	4,164.15	(1,695.81)
1501 · Prepaid Workers Comp	10,225.31	0.00	10,225.31
1502 · Prepaid Expenses	3,537.00	0.00	3,537.00
1550 · Allowance for Doubtful Accounts	(5,000.00)	(5,000.00)	0.00
Total Other Current Assets	110,342.73	88,618.52	21,724.21
Total Current Assets	917,738.01	974,432.79	(56,694.78)
Fixed Assets			
CIP - Leino Ln	585.00	585.00	0.00
CIP - Bear Canyon Aerial	1,236.10	576.10	660.00
CIP - Alderpoint Tank (Water)	135.00	0.00	135.00
Fire Hydrant Project	23,980.03	0.00	23,980.03
Tobin Well Project 2014	40,189.31	40,189.31	0.00
Melville Project Lines 2015	59,612.79	59,612.79	0.00
Alderpoint Tank Project (Water)	671,516.84	671,516.84	0.00
Wallan Road Tank Project	58,313.00	0.00	58,313.00
DWTP (Water) 2015	4,968,104.88	4,968,104.88	0.00
Collection Facilities			
Cost - Coll Fac	44,170.59	44,170.59	0.00
Cost - IP 2000	2,029,949.22	2,029,949.22	0.00
Cost - Lines	2,087,076.29	2,080,180.29	6,896.00

	May 31, 2017 Acct Balance	Jun 30, 2016 Acct Balance	\$ Change
Total Collection Facilities	4,161,196.10	4,154,300.10	6,896.00
Office Equipment	32,004.40	32,004.40	0.00
Equipment	158,306.60	158,306.60	0.00
Land - Water	88,698.62	88,698.62	0.00
Land - Sewer	129,810.68	129,810.68	0.00
Sewer Project - 2011	2,792,451.91	2,792,451.91	0.00
Sewer Treatment Facilities			
Cost - Equipment	14,492.40	8,069.38	6,423.02
Cost - Sewer Plant	488,193.00	488,193.00	0.00
Sewer Treatment Facilities - Other	4,500.00	4,500.00	0.00
Total Sewer Treatment Facilities	507,185.40	500,762.38	6,423.02
SWTP Office	19,740.96	19,740.96	0.00
Vehicles	81,171.66	48,023.52	33,148.14
Water Easements & Intangibles	177,397.11	177,397.11	0.00
MSR/SOI and Annexation Project	157,367.08	157,367.08	0.00
Water System	142,474.97	133,382.22	9,092.75
Accumulated Depreciation-Water	(1,180,958.26)	(836,116.26)	(344,842.00)
Accumulated Depreciation-Sewer	(1,634,657.06)	(1,469,251.06)	(165,406.00)
Total Fixed Assets	11,455,863.12	11,827,463.18	(371,600.06)
TOTAL ASSETS	12,373,601.13	12,801,895.97	(428,294.84)
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	24,280.06	25,026.74	(746.68)
Total Accounts Payable	24,280.06	25,026.74	(746.68)
Other Current Liabilities			
20000 · *Accounts Payable	1,227.86	0.00	1,227.86
2205 · Accrued Simple	(557.23)	1,437.87	(1,995.10)
2220 · Accrued State PR Taxes	29.71	0.00	29.71
2230 · Accrued Vacation	9,089.67	25,910.51	(16,820.84)
2250 · Loans Payable - Current Portion	115,634.01	115,634.01	0.00
Total Other Current Liabilities	125,424.02	142,982.39	(17,558.37)
Total Current Liabilities	149,704.08	168,009.13	(18,305.05)
Long Term Liabilities			
2500 · N/P - SWRCB	168,855.28	191,123.20	(22,267.92)
2605 · RCAC Loan #6200-GSD-02	177,471.14	223,943.09	(46,471.95)
2655 · Lease Payable - Copier	2,526.29	3,438.07	(911.78)
2660 · Lease Payable - Ford Motor Cred	27,338.94	0.00	27,338.94
2700 · SRF Loan - Water	1,310,497.46	1,356,479.82	(45,982.36)
2900 · Less Current Portion	(115,634.01)	(115,634.01)	0.00
Total Long Term Liabilities	1,571,055.10	1,659,350.17	(88,295.07)

	May 31, 2017 Acct Balance	Jun 30, 2016 Acct Balance	\$ Change
Total Liabilities	1,720,759.18	1,827,359.30	(106,600.12)
Equity			
3000 · Contributed Capital	6,129,491.75	6,129,491.75	0.00
3100 · Retained Earnings	4,845,044.92	5,105,728.46	(260,683.54)
3200 · Prior Period Adjustment	0.00	2,960.00	(2,960.00)
Net Income	(321,694.72)	(263,643.54)	(58,051.18)
Total Equity	10,652,841.95	10,974,536.67	(321,694.72)
TOTAL LIABILITIES & EQUITY	12,373,601.13	12,801,895.97	(428,294.84)

	Year To Date Actual
OPERATING ACTIVITIES	
Net Income	(321,694.72)
Adjustments to reconcile Net Income to net cash provided by operations:	
11000 · Accounts Receivable - Other	200.00
1100 · Accounts Receivable	(9,750.46)
1100 · Accounts Receivable:1110 · Accts Receivable Over Payments	671.45
1120 · A/R - Employee	256.30
1450 · Prepaid Rent	(835.00)
1500 · Prepaid Insurance	1,695.81
1501 · Prepaid Workers Comp	(10,225.31)
1502 · Prepaid Expenses	(3,537.00)
2000 · Accounts Payable	(746.68)
20000 · *Accounts Payable	1,227.86
2205 · Accrued Simple	(1,995.10)
2220 · Accrued State PR Taxes	29.71
2230 · Accrued Vacation	(16,820.84)
Net cash provided by Operating Activities	(361,523.98)
INVESTING ACTIVITIES	
CIP - Alderpoint Tank (Water)	(135.00)
Collection Facilities:Cost - Lines	(6,896.00)
Sewer Treatment Facilities:Cost - Equipment	(6,423.02)
Vehicles	(33,148.14)
Water System	(9,092.75)
Accumulated Depreciation-Water	344,842.00
Accumulated Depreciation-Sewer	165,406.00
CIP - Bear Canyon Aerial	(660.00)
Fire Hydrant Project	(23,980.03)
Wallan Road Tank Project	(58,313.00)
Net cash provided by Investing Activities	371,600.06
FINANCING ACTIVITIES	
2500 · N/P - SWRCB	(22,267.92)
2605 · RCAC Loan #6200-GSD-02	(46,471.95)
2655 · Lease Payable - Copier	(911.78)
2700 · SRF Loan - Water	(45,982.36)
2660 · Lease Payable - Ford Motor Cred	27,338.94
3100 · Retained Earnings	2,960.00
3200 · Prior Period Adjustment	(2,960.00)
Net cash provided by Financing Activities	(88,295.07)
Net cash increase for period	(78,218.99)
Cash at beginning of period	885,399.27
Cash at end of period	807,180.28

	Date	Num	Memo	Amount
Christina Valk	06/26/2017	8816		-5.00
Total Christina Valk				<u>-5.00</u>
Cindi Oney	06/26/2017	8818		-5.00
Total Cindi Oney				<u>-5.00</u>
Leana Schnell	06/26/2017	8817		-5.43
Total Leana Schnell				<u>-5.43</u>
101 Netlink	06/07/2017	8774		-233.00
Total 101 Netlink				<u>-233.00</u>
Blue Star Gas	06/01/2017	8750		-41.32
Total Blue Star Gas				<u>-41.32</u>
Branscomb Center	06/26/2017	8807		-134.68
Total Branscomb Center				<u>-134.68</u>
Brenntag Pacific, Inc.	06/01/2017	8751		-2,905.26
Total Brenntag Pacific, Inc.				<u>-2,905.26</u>
Brian Miller	06/20/2017	8806		-503.70
Total Brian Miller				<u>-503.70</u>
C & K Market Inc.	06/13/2017	dbt		-36.03
	06/15/2017	8791		-9.74
	06/27/2017	D	Board meeting snacks	-36.34
Total C & K Market Inc.				<u>-82.11</u>
Capital Bank & Trust	06/05/2017	EFT	557880519	-530.12
	06/05/2017	EFT	VOID: by SS - entered as a PR liability c	0.00
	06/05/2017	EFT	025158148	-290.39
	06/20/2017	EFT	557880519	-536.68
	06/20/2017	EFT 6/20	025158148	-272.94
Total Capital Bank & Trust				<u>-1,630.13</u>
Cole Tiscornia Conststruction	06/07/2017	8775		-13,792.00
Total Cole Tiscornia Conststruction				<u>-13,792.00</u>

	Date	Num	Memo	Amount
Crystal Springs Bottled Water				
	06/01/2017	8752		-5.00
	06/01/2017	8760		-5.00
	06/07/2017	8776		-10.00
Total Crystal Springs Bottled Water				<u>-20.00</u>
Dazey's Building Center				
	06/07/2017	8777		-667.47
	06/26/2017	8808		-99.45
Total Dazey's Building Center				<u>-766.92</u>
EDD				
	06/05/2017	EFT	499-0538-3	-560.83
	06/05/2017	EFT	499-0538-3	-28.46
	06/20/2017	EFT	499-0538-3	-527.38
	06/20/2017	EFT	499-0538-3	-53.23
Total EDD				<u>-1,169.90</u>
Eel River Disposal & Resource Recovery				
	06/26/2017	8809		-23.53
Total Eel River Disposal & Resource Recovery				<u>-23.53</u>
Eydie Solis				
	06/26/2017	8819		-5.00
Total Eydie Solis				<u>-5.00</u>
Fluentstream Tech				
	06/07/2017	8778		-111.22
Total Fluentstream Tech				<u>-111.22</u>
Fred Pryor-Career Track				
	06/07/2017	DBT 6/17		-149.00
Total Fred Pryor-Career Track				<u>-149.00</u>
Frontier Communications				
	06/01/2017	8753		-335.11
	06/26/2017	8810		-61.70
Total Frontier Communications				<u>-396.81</u>
Harland Clarke Check Order				
	06/21/2017	D	Checks	-181.98
Total Harland Clarke Check Order				<u>-181.98</u>
Humboldt County Office of Elections				
	06/01/2017	8761		-334.10
Total Humboldt County Office of Elections				<u>-334.10</u>

	Date	Num	Memo	Amount
IRS	06/05/2017	EFT 68-0296323		-3,055.98
	06/20/2017	05/19 stm 68-0296323		-2,743.64
Total IRS				<u>-5,799.62</u>
Jamie Corsetti, CPA	06/07/2017	8779		-2,310.00
Total Jamie Corsetti, CPA				<u>-2,310.00</u>
Jennie Short	06/07/2017	8780	May and June	-3,656.10
Total Jennie Short				<u>-3,656.10</u>
KEENAN SUPPLY	06/01/2017	8754	VOID:	0.00
	06/01/2017	8762		-252.44
	06/01/2017	8763		-12.25
	06/15/2017	8792		-2,886.13
Total KEENAN SUPPLY				<u>-3,150.82</u>
Lynette Barth	06/15/2017	8793		-120.00
Total Lynette Barth				<u>-120.00</u>
MILT'S SAW SHOP	06/07/2017	8781		-34.37
	06/26/2017	8811		-32.27
Total MILT'S SAW SHOP				<u>-66.64</u>
Mitchell, Brisso, Delaney & Vrieze	06/15/2017	8794		-4,671.00
Total Mitchell, Brisso, Delaney & Vrieze				<u>-4,671.00</u>
NAPA	06/15/2017	8795	VOID:	0.00
	06/15/2017	8797		-294.51
	06/26/2017	8812	VOID:	0.00
Total NAPA				<u>-294.51</u>
North Coast Laboratories Ltd.	06/07/2017	8790		-600.00
Total North Coast Laboratories Ltd.				<u>-600.00</u>
PG&E	06/01/2017	8755		-2,757.04
	06/07/2017	8782		-2,209.68
Total PG&E				<u>-4,966.72</u>

	Date	Num	Memo	Amount
R. Anderson	06/15/2017	8796	To void stale check #8403 - to be re-iss:	-150.00
Total R. Anderson				<u>-150.00</u>
Ralph Emerson	06/01/2017	8756		-50.00
Total Ralph Emerson				<u>-50.00</u>
Randall Sand & Gravel	06/26/2017	8813		-582.12
Total Randall Sand & Gravel				<u>-582.12</u>
Redway True Value	06/26/2017	8814		-73.92
Total Redway True Value				<u>-73.92</u>
Redwood Merchant Services	06/02/2017	D	5/17 bank card fees	-62.23
	06/20/2017	D	5/17 Maint Fee Analysis	-146.80
	06/30/2017	6/17	6/17 total bank card fees	-62.94
Total Redwood Merchant Services				<u>-271.97</u>
RENNER	06/07/2017	8783		-800.30
	06/12/2017	ACH	To record ACH payment cleared on ba	-796.51
Total RENNER				<u>-1,596.81</u>
Rural Community Assistance Program	06/01/2017	5/16 SMT		-4,717.81
Total Rural Community Assistance Program				<u>-4,717.81</u>
SDRMA	06/01/2017	8757		-272.34
	06/07/2017	8784		-14,902.65
Total SDRMA				<u>-15,174.99</u>
Sentry III Center	06/01/2017	8758		-835.00
	06/26/2017	8815		-835.00
Total Sentry III Center				<u>-1,670.00</u>
Streamline	06/07/2017	8785		-100.00
Total Streamline				<u>-100.00</u>
SWRCB-DWOCP	06/28/2017	8820		-60.00
Total SWRCB-DWOCP				<u>-60.00</u>

	Date	Num	Memo	Amount
SWRCB - 2013CX103	06/15/2017	8798	Ln 2013CX103	-22,991.18
Total SWRCB - 2013CX103				<u>-22,991.18</u>
Tina Stillwell	06/01/2017	8759	Refund of overpaid health insurance d	-607.62
Total Tina Stillwell				<u>-607.62</u>
US Cellular	06/07/2017	8786		-246.84
Total US Cellular				<u>-246.84</u>
USABLUEBOOK	06/01/2017	8764		-252.70
Total USABLUEBOOK				<u>-252.70</u>
USPS	06/07/2017	8787		-76.00
Total USPS				<u>-76.00</u>
Wells Fargo	06/07/2017	8788		-90.51
Total Wells Fargo				<u>-90.51</u>
WYCKOFF'S	06/07/2017	8789		-682.73
Total WYCKOFF'S				<u>-682.73</u>
Arreguin, Daniel J	06/05/2017	8765		-2,385.26
	06/20/2017	8804		-1,748.14
Total Arreguin, Daniel J				<u>-4,133.40</u>
Emerson, Ralph K	06/05/2017	8766		-2,678.45
	06/20/2017	8803		-2,678.46
Total Emerson, Ralph K				<u>-5,356.91</u>
Miller, Brian A	06/05/2017	8767		-1,522.50
	06/20/2017	8805		-1,696.37
Total Miller, Brian A				<u>-3,218.87</u>
Nieto, Mary	06/05/2017	8768		-788.90
	06/20/2017	8801		-847.95
Total Nieto, Mary				<u>-1,636.85</u>

	Date	Num	Memo	Amount
Ruiz, Lori A	06/05/2017	8769		-117.97
	06/20/2017	8800		-209.07
Total Ruiz, Lori A				<u>-327.04</u>
Ruiz, Ricardo	06/05/2017	8770		-301.79
	06/20/2017	8799		-554.82
Total Ruiz, Ricardo				<u>-856.61</u>
Stillwell, Christina	06/05/2017	8771		-1,037.44
	06/05/2017	8772		-215.50
	06/05/2017	8773		-525.00
Total Stillwell, Christina				<u>-1,777.94</u>
FAL				<u><u>-114,834.32</u></u>



	Current Month June 2017 Actual	Year To Date Actual	YTD Budget	Annual Budget
Ordinary Income/Expense				
Income				
Water Charges				
4100 · Residential	25,168.74	289,325.25	272,535.37	272,535.37
4110 · Commercial	22,362.67	220,736.64	214,309.79	214,309.79
Total Water Charges	47,531.41	510,061.89	486,845.16	486,845.16
4650 · Late Charges	287.50	3,142.17	2,508.00	2,508.00
4700 · Other Operating Revenue	100.00	4,683.01	156.00	156.00
Total Income	47,918.91	517,887.07	489,509.16	489,509.16
Gross Profit	47,918.91	517,887.07	489,509.16	489,509.16
Expense				
Administrative and General				
5000 · Advertising	0.00	135.00	156.00	156.00
5005 · Bad Debts	0.00	0.00	2,508.00	2,508.00
5010 · Bank Charges				
5012 · Merchant Account Fees	58.39	841.94	756.00	756.00
5010 · Bank Charges - Other	65.03	805.43	504.00	504.00
Total 5010 · Bank Charges	123.42	1,647.37	1,260.00	1,260.00
5020 · Directors Fees	0.00	662.50	900.00	900.00
5030 · Dues and Memberships	0.00	1,739.56	1,608.00	1,608.00
5035 · Education and Training	74.50	982.37	2,004.00	2,004.00
5036 · Education and Training - B.O.D.	0.00	0.00	156.00	156.00
Insurance				
5040 · Liability	765.86	8,128.24	7,200.00	7,200.00
5050 · Workers' Comp	559.75	6,630.60	5,844.00	5,844.00
5055 · Health				
5055.1 · Employee Portion	-617.41	-7,583.10	-7,188.00	-7,188.00
5055 · Health - Other	1,848.10	22,683.72	25,128.00	25,128.00
Total 5055 · Health	1,230.69	15,100.62	17,940.00	17,940.00
Total Insurance	2,556.30	29,859.46	30,984.00	30,984.00
5060 · Licenses, Permits, and Fees	270.00	3,741.99	3,708.00	3,708.00
5065 · Auto	23.36	1,477.29	4,260.00	4,260.00
5070 · Miscellaneous	24.63	68.94		
5080 · Office Expense	-122.44	3,125.66	2,004.00	2,004.00
5085 · Outside Services	317.29	3,849.10	5,004.00	5,004.00
5090 · Payroll Taxes	1,142.06	14,326.92	13,752.00	13,752.00
5100 · Postage	0.00	1,134.54	1,200.00	1,200.00
5110 · Professional Fees	1,558.72	26,029.47	28,008.00	28,008.00
5120 · Property Taxes	0.00	12.00	12.00	12.00
5125 · Repairs and Maintenance	0.00	446.74	0.00	0.00
5130 · Rents	417.50	5,010.00	5,604.00	5,604.00
5135 · Retirement	381.88	4,786.60	4,080.00	4,080.00
5137 · Supplies	0.00	143.61	1,356.00	1,356.00
5140 · Telephone	146.21	1,438.04	2,604.00	2,604.00
5145 · Tools	0.00	3,538.08	1,500.00	1,500.00
5150 · Travel and Meetings	631.69	1,218.62	804.00	804.00

	Current Month June 2017 Actual	Year To Date Actual	YTD Budget	Annual Budget
5155 · Utilities	75.45	1,126.66	1,200.00	1,200.00
5160 · Wages				
5165 · Wages - Overtime	37.50	226.28	0.00	0.00
5160 · Wages - Other	6,357.72	73,247.58	65,076.00	65,076.00
Total 5160 · Wages	6,395.22	73,473.86	65,076.00	65,076.00
5170 · Vacation Accrual Adjustment	0.00	0.00	1,008.00	1,008.00
Total Administrative and General	14,015.79	179,974.38	180,756.00	180,756.00
Water Trans and Distribution				
7075 · Fuel	0.00	2,370.54	3,060.00	3,060.00
7090 · Repairs and Maintenance	1,220.50	24,018.63	15,000.00	15,000.00
7100 · Supplies	32.01	3,113.24	4,008.00	4,008.00
7110 · Utilities	556.06	8,204.78	6,708.00	6,708.00
7120 · Wages				
7125 · Wages - Overtime Water Trans &	232.50	4,187.50	5,244.00	5,244.00
7120 · Wages - Other	4,073.82	38,544.66	36,708.00	36,708.00
Total 7120 · Wages	4,306.32	42,732.16	41,952.00	41,952.00
Total Water Trans and Distribution	6,114.89	80,439.35	70,728.00	70,728.00
Water Treatment				
7020 · Fuel	0.00	2,370.58	2,856.00	2,856.00
7010 · Monitoring	47.50	5,114.20	3,000.00	3,000.00
7030 · Repairs and Maintenance	5,007.90	22,371.58	5,004.00	5,004.00
7040 · Supplies	32.01	14,232.40	11,004.00	11,004.00
7050 · Utilities	3,552.74	39,525.93	34,104.00	34,104.00
7060 · Wages				
7065 · Wages - Overtime Water Treatmen	489.00	5,523.00	7,056.00	7,056.00
7060 · Wages - Other	3,204.78	37,667.70	54,600.00	54,600.00
Total 7060 · Wages	3,693.78	43,190.70	61,656.00	61,656.00
Total Water Treatment	12,333.93	126,805.39	117,624.00	117,624.00
Total Expense	32,464.61	387,219.12	369,108.00	369,108.00
Net Ordinary Income	15,454.30	130,667.95	120,401.16	120,401.16
Other Income/Expense				
Other Income				
Gain on Asset Disposal	0.00	5,445.69		
8060 · Interest Income	29.45	3,036.99	300.00	300.00
8070 · Other Non-Operating Revenue	0.00	3.50		
Total Other Income	29.45	8,486.18	300.00	300.00
Other Expense				
9040 · Depreciation	29,329.00	353,648.00	317,508.00	317,508.00
9050 · Interest Expense	762.21	10,223.23	11,172.00	11,172.00
Total Other Expense	30,091.21	363,871.23	328,680.00	328,680.00
Net Other Income	-30,061.76	-355,385.05	-328,380.00	-328,380.00
Net Income	-14,607.46	-224,717.10	-207,978.84	-207,978.84

	Current Month June 2017 Actual	Year To Date Actual	YTD Budget	Annual Budget
Ordinary Income/Expense				
Income				
4200 · Sewer Charges	30,174.32	362,192.21	364,000.00	364,000.00
4650 · Late Charges	287.50	3,142.17	2,496.00	2,496.00
4700 · Other Operating Revenue	0.00	273.00	60.00	60.00
Total Income	30,461.82	365,607.38	366,556.00	366,556.00
Gross Profit	30,461.82	365,607.38	366,556.00	366,556.00
Expense				
Administrative and General				
5000 · Advertising	0.00	135.00	204.00	204.00
5005 · Bad Debts	0.00	0.00	3,000.00	3,000.00
5010 · Bank Charges				
5012 · Merchant Account Fees	58.39	842.02	756.00	756.00
5010 · Bank Charges - Other	65.04	805.43	504.00	504.00
Total 5010 · Bank Charges	123.43	1,647.45	1,260.00	1,260.00
5020 · Directors Fees	0.00	662.50	900.00	900.00
5030 · Dues and Memberships	0.00	1,739.56	1,296.00	1,296.00
5035 · Education and Training	74.50	1,693.47	1,272.00	1,272.00
5036 · Education and Training - B.O.D.	0.00	0.00	156.00	156.00
Insurance				
5040 · Liability	765.84	8,128.03	7,200.00	7,200.00
5050 · Workers' Comp	407.72	5,127.74	5,844.00	5,844.00
5055 · Health				
5055.1 · Employee Portion	-294.02	-6,379.17	-7,176.00	-7,176.00
5055 · Health - Other	1,848.10	22,683.69	25,128.00	25,128.00
Total 5055 · Health	1,554.08	16,304.52	17,952.00	17,952.00
Total Insurance	2,727.64	29,560.29	30,996.00	30,996.00
5060 · Licenses, Permits, and Fees	1,418.12	17,577.60	18,504.00	18,504.00
5065 · Auto	23.36	1,477.28	4,248.00	4,248.00
5070 · Miscellaneous	24.67	68.98		
5080 · Office Expense	-122.45	3,125.63	2,004.00	2,004.00
5085 · Outside Services	317.29	3,665.87	3,504.00	3,504.00
5090 · Payroll Taxes	843.01	10,977.86	9,552.00	9,552.00
5100 · Postage	0.00	1,134.56	1,200.00	1,200.00
5110 · Professional Fees	1,558.72	21,608.79	28,008.00	28,008.00
5125 · Repairs and Maintenance	0.00	498.94	0.00	0.00
5130 · Rents	417.50	5,010.00	5,016.00	5,016.00
5135 · Retirement	264.60	3,672.51	2,832.00	2,832.00
5137 · Supplies	0.00	434.20	1,356.00	1,356.00
5140 · Telephone	146.21	1,438.07	2,796.00	2,796.00
5145 · Tools	0.00	2,893.54	1,500.00	1,500.00
5150 · Travel and Meetings	127.98	638.33	804.00	804.00
5155 · Utilities	75.45	1,126.67	1,200.00	1,200.00
5160 · Wages				
5165 · Wages - Overtime	37.50	195.01	0.00	0.00
5160 · Wages - Other	4,805.63	66,953.60	63,108.00	63,108.00
Total 5160 · Wages	4,843.13	67,148.61	63,108.00	63,108.00

	Current Month June 2017 Actual	Year To Date Actual	YTD Budget	Annual Budget
5170 · Vacation Accrual Adjustment	0.00	0.00	996.00	996.00
Total Administrative and General	12,863.16	177,935.71	185,712.00	185,712.00
Sewage Collection				
6010 · Fuel	0.00	2,370.57	2,856.00	2,856.00
6030 · Repairs and Maintenance	2,551.63	36,941.45	15,000.00	15,000.00
6040 · Supplies	32.02	2,176.02	2,004.00	2,004.00
6050 · Utilities	385.60	4,794.62	4,500.00	4,500.00
6060 · Wages				
6065 · Wages - Overtime Sewer Collecti	264.00	3,135.00	1,080.00	1,080.00
6060 · Wages - Other	3,207.38	26,518.60	18,708.00	18,708.00
Total 6060 · Wages	3,471.38	29,653.60	19,788.00	19,788.00
Total Sewage Collection	6,440.63	75,936.26	44,148.00	44,148.00
Sewage Treatment				
6075 · Fuel	0.00	2,370.57	3,096.00	3,096.00
6080 · Monitoring	97.50	4,241.67	9,996.00	9,996.00
6100 · Repairs and Maintenance	2,836.85	12,228.84	12,504.00	12,504.00
6110 · Supplies	32.04	8,789.56	7,596.00	7,596.00
6120 · Utilities	784.27	11,833.67	11,796.00	11,796.00
6130 · Wages				
6135 · Wages - Overtime Sewer Treatmen	63.00	509.25	768.00	768.00
6130 · Wages - Other	2,107.97	23,951.57	34,584.00	34,584.00
Total 6130 · Wages	2,170.97	24,460.82	35,352.00	35,352.00
Total Sewage Treatment	5,921.63	63,925.13	80,340.00	80,340.00
Total Expense	25,225.42	317,797.10	310,200.00	310,200.00
Net Ordinary Income	5,236.40	47,810.28	56,356.00	56,356.00
Other Income/Expense				
Other Income				
Gain on Asset Disposal	0.00	5,445.68		
Property Tax Revenue				
8010 · Secured	0.00	22,147.71	22,404.00	22,404.00
8020 · Unsecured	0.00	906.66	1,500.00	1,500.00
8025 · Prior Years	0.00	5.13	24.00	24.00
8030 · Supplemental - Current	0.00	335.34	72.00	72.00
8035 · Supplemental - Prior Years	0.00	29.28	48.00	48.00
Total Property Tax Revenue	0.00	23,424.12	24,048.00	24,048.00
8060 · Interest Income	23.07	4,147.40	1,500.00	1,500.00
8070 · Other Non-Operating Revenue	0.00	3.50		
9030 · Homeowners' Tax Relief	0.00	306.86	348.00	348.00
Total Other Income	23.07	33,327.56	25,896.00	25,896.00
Other Expense				
9040 · Depreciation	14,376.00	174,212.00	164,604.00	164,604.00
9050 · Interest Expense	6.24	3,903.46	4,848.00	4,848.00
Total Other Expense	14,382.24	178,115.46	169,452.00	169,452.00
Net Other Income	-14,359.17	-144,787.90	-143,556.00	-143,556.00
Net Income	-9,122.77	-96,977.62	-87,200.00	-87,200.00

	Water	Sewer	TOTAL
Ordinary Income/Expense			
Income			
Water Charges			
4100 · Residential	25,168.74	0.00	25,168.74
4110 · Commercial	22,362.67	0.00	22,362.67
Total Water Charges	47,531.41	0.00	47,531.41
4200 · Sewer Charges	0.00	30,174.32	30,174.32
4650 · Late Charges	287.50	287.50	575.00
4700 · Other Operating Revenue	100.00	0.00	100.00
Total Income	47,918.91	30,461.82	78,380.73
Gross Profit	47,918.91	30,461.82	78,380.73
Expense			
Administrative and General			
5010 · Bank Charges			
5012 · Merchant Account Fees	58.39	58.39	116.78
5010 · Bank Charges - Other	65.03	65.04	130.07
Total 5010 · Bank Charges	123.42	123.43	246.85
5035 · Education and Training	74.50	74.50	149.00
Insurance			
5040 · Liability	765.86	765.84	1,531.70
5050 · Workers' Comp	559.75	407.72	967.47
5055 · Health			
5055.1 · Employee Portion	(617.41)	(294.02)	(911.43)
5055 · Health - Other	1,848.10	1,848.10	3,696.20
Total 5055 · Health	1,230.69	1,554.08	2,784.77
Total Insurance	2,556.30	2,727.64	5,283.94
5060 · Licenses, Permits, and Fees	270.00	1,418.12	1,688.12
5065 · Auto	23.36	23.36	46.72
5070 · Miscellaneous	24.63	24.67	49.30
5080 · Office Expense	(122.44)	(122.45)	(244.89)
5085 · Outside Services	317.29	317.29	634.58
5090 · Payroll Taxes	1,142.06	843.01	1,985.07
5110 · Professional Fees	1,558.72	1,558.72	3,117.44
5130 · Rents	417.50	417.50	835.00
5135 · Retirement	381.88	264.60	646.48
5140 · Telephone	146.21	146.21	292.42
5150 · Travel and Meetings	631.69	127.98	759.67
5155 · Utilities	75.45	75.45	150.90
5160 · Wages			
5165 · Wages - Overtime	37.50	37.50	75.00
5160 · Wages - Other	6,357.72	4,805.63	11,163.35
Total 5160 · Wages	6,395.22	4,843.13	11,238.35
Total Administrative and General	14,015.79	12,863.16	26,878.95
Sewage Collection			
6030 · Repairs and Maintenance	0.00	2,551.63	2,551.63

	Water	Sewer	TOTAL
6040 · Supplies	0.00	32.02	32.02
6050 · Utilities	0.00	385.60	385.60
6060 · Wages			
6065 · Wages - Overtime Sewer Collecti	0.00	264.00	264.00
6060 · Wages - Other	0.00	3,207.38	3,207.38
Total 6060 · Wages	0.00	3,471.38	3,471.38
Total Sewage Collection	0.00	6,440.63	6,440.63
Sewage Treatment			
6080 · Monitoring	0.00	97.50	97.50
6100 · Repairs and Maintenance	0.00	2,836.85	2,836.85
6110 · Supplies	0.00	32.04	32.04
6120 · Utilities	0.00	784.27	784.27
6130 · Wages			
6135 · Wages - Overtime Sewer Treatmen	0.00	63.00	63.00
6130 · Wages - Other	0.00	2,107.97	2,107.97
Total 6130 · Wages	0.00	2,170.97	2,170.97
Total Sewage Treatment	0.00	5,921.63	5,921.63
Water Trans and Distribution			
7090 · Repairs and Maintenance	1,220.50	0.00	1,220.50
7100 · Supplies	32.01	0.00	32.01
7110 · Utilities	556.06	0.00	556.06
7120 · Wages			
7125 · Wages - Overtime Water Trans &	232.50	0.00	232.50
7120 · Wages - Other	4,073.82	0.00	4,073.82
Total 7120 · Wages	4,306.32	0.00	4,306.32
Total Water Trans and Distribution	6,114.89	0.00	6,114.89
Water Treatment			
7010 · Monitoring	47.50	0.00	47.50
7030 · Repairs and Maintenance	5,007.90	0.00	5,007.90
7040 · Supplies	32.01	0.00	32.01
7050 · Utilities	3,552.74	0.00	3,552.74
7060 · Wages			
7065 · Wages - Overtime Water Treatmen	489.00	0.00	489.00
7060 · Wages - Other	3,204.78	0.00	3,204.78
Total 7060 · Wages	3,693.78	0.00	3,693.78
Total Water Treatment	12,333.93	0.00	12,333.93
Total Expense	32,464.61	25,225.42	57,690.03
Net Ordinary Income	15,454.30	5,236.40	20,690.70
Other Income/Expense			
Other Income			
8060 · Interest Income	29.45	23.07	52.52
Total Other Income	29.45	23.07	52.52
Other Expense			
9040 · Depreciation	29,329.00	14,376.00	43,705.00
9050 · Interest Expense	762.21	6.24	768.45



	Water	Sewer	TOTAL
Total Other Expense	30,091.21	14,382.24	44,473.45
Net Other Income	(30,061.76)	(14,359.17)	(44,420.93)
Net Income	(14,607.46)	(9,122.77)	(23,730.23)

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

July 25, 2017

5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER 5:06 P.M.

II. ESTABLISHMENT OF QUORUM

**Rio Anderson-Present
Linda Brodersen
Doug Bryan
Richard Thompson**

Gary Wellborn-Absent

III. APPROVAL OF AGENDA

Motion: Doug Second: Rio Vote: 4-0

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

V. CLOSED SESSION

A. No items for closed session

VI. OPEN SESSION

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

VII. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

VIII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS –

Operations Staff- 0

Office Staff- 0

Board Members- 0

General Manager—Ralph Emerson Pg 4.

One leak was found during the Districts free leak check. The District is really trying to tighten up our system.

IX. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials - pg

A.2 Approve 6/27/2017Regular Meeting Minutes - pg

A.3 Operations Safety Report- pg

Motion: Doug Second: Richard Vote: 4-0

B. GENERAL BUSINESS

**B.1 Possible Change of Billing Cards pg. (Mary report)
(discussion only)**

- B.2 Connick Creek Contract--Concerns
 (discussion-possible action)
 We simply serve water to the Connick Creek Residence.
- B.3 Contract with Andy Sundquist (Candor Rock LLP)-Engineering Services pg.
 (discussion-possible action)
Motion: Doug Second: Richard Vote: 4-0
- B.4 Commercial Agricultural/Cannabis Requirements pg.
 (discussion-possible action)

Nicole Paul-Almond: Operations Manager at AgDynamix- Applicants need to have their application into the County by August 9th. Clients have preexisting gardens. There should be no more pull from water system.

The District needs direction from the County/Supervisors before making any decisions.

- B.5 Joint meeting between RCSD and GSD
 (direction-requested)

C. POLICY REVISION / ADOPTION

- C.1 Water Ordinance—Article 9, Billing: Sec 9.5. Payment of Bills pg
 (discussion possible action) 2nd reading-Resolution #17-010

Bring back with corrections/additions

- C.2 Personnel Policy, 7.2-7.3 Smoking, alcohol and drug policy pg.
 (discussion possible action)

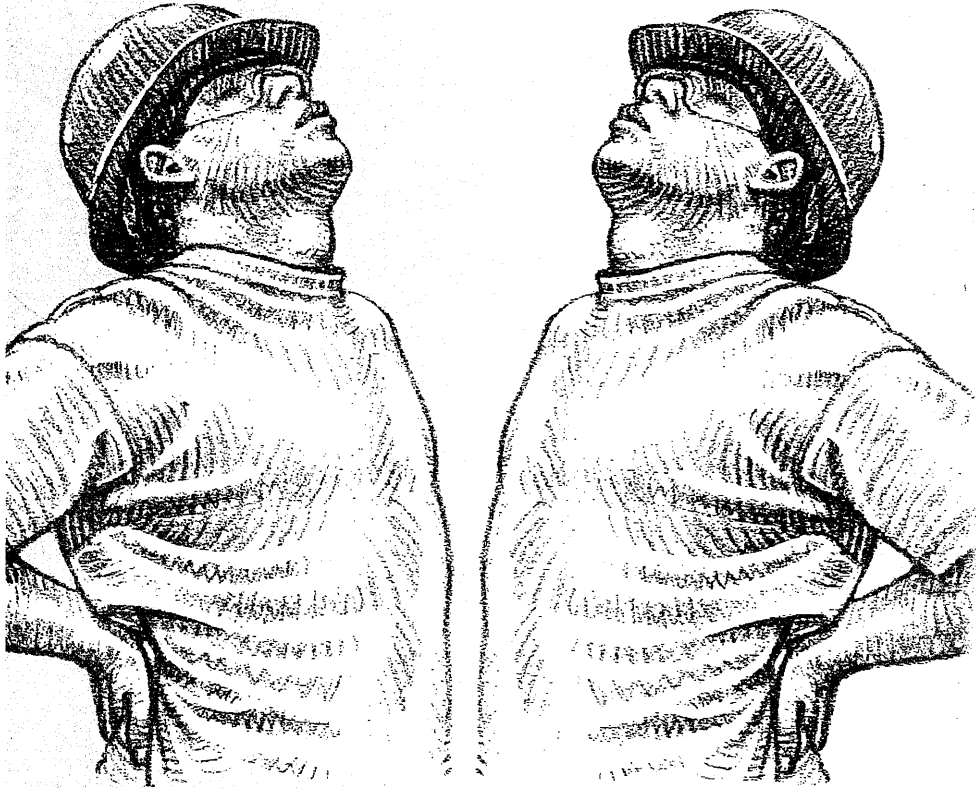
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X. ITEMS FOR NEXT BOARD MEETING

1. Copier-Printer
2. Drug and Alcohol Policy
3. Commercial Agriculture water use
- 4.

XI. ADJOURNMENT

ERGONOMICS



*Break the
RMI Habit*

RECEIVED
JUL 31 2017



ATTENDANCE ROSTER

Safety Meeting

Date of Meeting: 8/2/17 Leader Name: Ralph Emerson

Instructions:

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

Name (print)

Name (signature)

1. <u>Ralph Emerson</u>	<u>Ralph Emerson</u>
2. <u>Mary Nieto</u>	<u>Mary Nieto</u>
3. <u>BRIAN Miller</u>	<u>Brian Miller</u>
4. <u>Dan Arcequin</u>	<u>Dan Arcequin</u>
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____

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



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

CONNICK CREEK INFORMATION

I have been approached by 4 property owners or potential property owners in Connick Creek during the past 30 days and because of the potential impact to the District, I wanted to address the concerns and requests.

There have been multiple agreements with those who have owned property at Connick Creek with regard to GSD providing water for their needs. There was an agreement which granted water although Connick Creek was outside of District boundaries. This agreement had to be changed because it was unlawful to provide water to anybody outside of the District.

A new contract was approved in 2010 and was signed by all property owners that wanted to participate or decline receiving GSD water. There was a 2” pipe installed from a master water meter next to the wastewater treatment plant, at the N/E side of Connick Creek subdivision.

1. There is over 5,000 ft of 2inch pipe from the master meter to the last contract property.
2. There are 6 customers receiving GSD water with 1 meter locked off for non-payment and 3 meters removed as part of an old agreement.
3. There is a spring on the south side of Connick Creek which is to be shared by eight of the property owners, with one owner retaining 50% and the remaining 50% being split equally by the other 7 properties.
4. GSD provides the water and reads the meters but is not responsible for the pipe, leaks or equipment because of the “Out of District” service agreement.
5. The residents and property owners can do whatever they want with the water once it leaves our master meter and a single owner is responsible for any water through the master meter if not paid by the other owners.
6. The problem we have is that as property is sold, there are new owners that want to have commercial cannabis businesses on the property which requires GSD water.
7. The current customers are complaining about water loss, excessive water usage, no water pressure and the need to increase the distribution pipe size to accommodate the current usage, along with the projected increase in water demand.
8. Our concern is that increasing the pipe size makes us vulnerable to losing all of the water from our water tank, in the event that the Connick Creek pipe is broken.

The issues before us are how involved do we want to be with Connick Creek, how much water usage will we allow for this area and if Connick Creek upgrades their infrastructure, do we want to determine what equipment is installed or pipe used?

My recommendation:

1. We continue providing service and reading meters
2. We allow people to use the water in any way they choose as long as they pay for it
3. We work with Connick Creek to determine what safeguards are in place to ensure the rest of our District is protected in the event of a large water leak.
4. We observe and document what improvements are made so that we can maintain an accurate record.
5. Any new meter installation and water service will require a new water connection fee.
6. When residential water demands are in jeopardy, we limit the amount of water that can be used for agricultural use or we stop agricultural water use for the entire District.

Recording Requested by
Douglas A. Ingold
After Recording return to
Douglas A. Ingold
P.O. Box 715
Garberville, CA 95542

2010-22217-9
Recorded — Official Records
Humboldt County, California
Carolyn Crnich, Recorder
Recorded by LAMPORT
Rec Fee 37.00
Add Names 2.00
Clerk: MM Total: 39.00
Oct 8, 2010 at 12:26
CONFORMED COPY

**AGREEMENT BETWEEN GARBERVILLE SANITARY DISTRICT
AND PROPERTY OWNERS SERVED BY A WATERLINE CONSTRUCTED BY
CONNICK CREEK ASSOCIATION**

The parties to this agreement are the Garberville Sanitary District (District) and Gary Mason and Krista Mason, husband and wife, Young Jacobsen, Kenneth Bullock, Peter Connolly and Deborah Connolly, husband and wife, Timothy Shaskan, Wade Trabue and Ronda Trabue, husband and wife, and Donna Dae Brisbin, Trustee of the Brisbin Family trust U/T/D April 6, 1984.

The agreement is binding on and inures to the benefit of the parties and the successors of the parties.

1. On October 9, 1997 the District entered into an agreement (the Original Agreement) with an unincorporated association known as the Connick Creek Association (the Association) for the purpose of providing water to eight parcels of land within a subdivision located outside the boundaries of the District as it existed at that time. The Original Agreement was recorded in Humboldt County records on February 2, 1998 as document number 1998-2664-11 and was binding on the District, the Association and on the owners of the parcels involved.

2. Under the terms of the Original Agreement, among other things, the Association constructed, and today, owns and maintains a water line that runs between the District's terminus as described in the Original Agreement to eight separate parcels which bear Assessor parcel - numbers 222-156-014-000, 222-156-015-000, 222-156-0160-000, 222-156-017-000, 222-156-018, 222-156-019-000, 222-156-020-000 and 222-156-021-000. In addition to the eight parcels within the subdivision, one other parcel bearing Assessor Parcel number 222-156-012-000 receives District water from the facilities governed by the Original Agreement. The parties to this agreement, other than the District, are the owners of the nine parcels described in this paragraph and they now receive, or could receive, water from the District pursuant to the Original Agreement.

3. Under the terms of the Original Agreement, one meter measures the water leaving the District and entering the waterline constructed by the Association. The responsibility lies with the Association and the individual owners to agree and arrange among themselves for payment to the District for the water used. The purpose of the Present Agreement is to amend the Original Agreement so that each parcel is metered separately and each owner is personally responsible for the water used on his or her parcel and the costs associated therewith.

The parties, therefore, agree as follows:

4. The District agrees to install a meter at each individual property at a location mutually agreeable to the District and the property owner. The owners grant to the District the right of ingress and egress for the purposes of installing, inspecting, repairing, removing, replacing and reading the meters including the cost, if any, of modifying the Association line so that a meter can be installed. The District will own the meters and each property owner will be billed separately for the cost of the meter and its installation, for the water entering the owner's parcel, the owner's pro rata share of the cost of water lost through leaks in the Association waterline and for all direct and indirect costs incurred by the District pursuant to carrying out the terms of this Present Agreement and the Original Agreement including the costs of reading, inspecting, maintaining and replacing meters. The property owners acknowledge that it is the understanding and intent of the parties that all costs incurred by the District in relation to providing water service to the properties will be passed on to the property owners.

5. The District is not responsible for inspecting, maintaining or repairing the Association waterline or the line from the individual meter onto the individual property. The property owners are responsible for the Association line, and the individual property owner is responsible for the individual line from the meter on to his or her own property. With the intent of reducing water waste, the District reserves the right to terminate service to an individual property owner if the individual line is not adequately maintained, and to discontinue service to all property owners if the Association line is not adequately maintained and significant amounts of water are being lost. Such terminations may be made by the District after a 24 hour notice by the District to the owners of the parcel or parcels affected. The District may hand-deliver the notice to the property owner, send it by mail or post it at the meter of the affected property. Each property owner is responsible for providing and maintaining a current address with the District.

6. By signing this agreement each property owner acknowledges that he or she has received a copy of the District's water ordinance and water rate structure. The owner agrees to be bound by all terms and conditions of these documents including the right of the District to discontinue service to any customer who fails to pay all charges billed by the District or fails to comply with any other term or condition in the ordinance or this agreement.

7. Except as modified by this agreement, the Original Agreement remains in full force and effect.

8. This agreement will be recorded in Humboldt County records and is binding on the parties, their successors and assigns. It may be amended only by a writing signed by the District or its successor and all then owners of the properties involved.

9. Of the persons who own the nine parcels, only seven intend to hook up at the present time. They are Gary Mason and Krista Mason (222-156-018-000), Kenneth Bullock (222-156-014-000), Young Jacobson (222-156-020-000), Wade Trabue and Ronda Trabue 222-156-017-000, Timothy Shaskan (222-156-021-000) and Donna Dae Brisbin, Trustee (222-156-012-000) two meters. The parties understand that only those persons actually receiving metered water will receive statements from the District and the statements will reflect not only the owner's personal water use but also their share of the District's costs and the cost of water lost in the Association line.


10. All parcels whose owners are parties to this agreement are entitled to be connected to the system when the owners choose to do so. Their service will be metered and the application fees charged will be those that are current at the time the application is made.

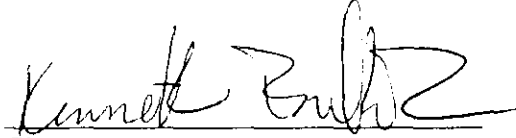
Entered into in Humboldt County, California on October 4, 2010.

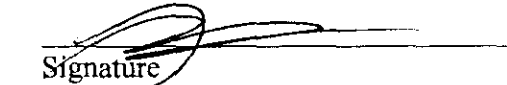
Garberville Sanitary District

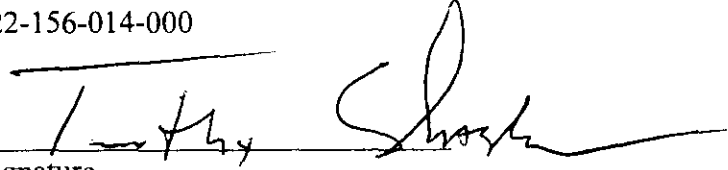
by 
P.O. Box 211, Garberville, CA 95542 by Mark Bryant, its Chief Administrative Officer

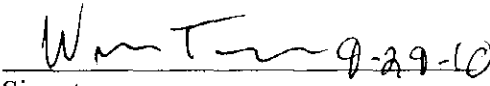
Property Owners



Signature
Donna Dae Brisbin, Trustee
222-156-012-000


Signature
Kenneth Bullock
222-156-014-000


Signature
Young Jacobsen
222-156-015, 016 and ,020-000


Signature
Timothy Shaskan
222-156-021-000


Signature
Wade Trabue
222-156-017-000


Signature
Ronda Trabue

Gary Mason

Signature
Gary Mason

222-156-018-000

Peter Connolly

Signature
Peter Connolly

222-156-019-000

Krista Mason 8-25-10

Signature
Krista Mason

Deborah Connolly 9-29-10

Signature
Deborah Connolly

ACKNOWLEDGMENT

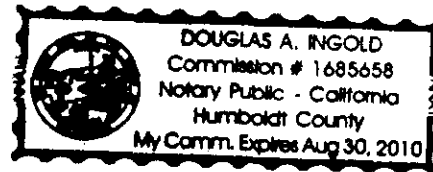
State of California
County of Humboldt

On March 25, 2010, before me, DOUGLAS A. INGOLD, Notary Public, personally appeared YOUNG JACOBSEN who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity, and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Douglas A. Ingold (Seal)



ACKNOWLEDGMENT

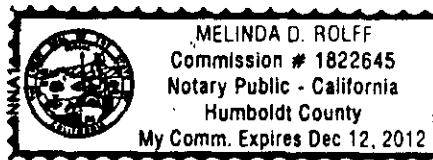
State of California
County of Humboldt

On April 5, 2010, before me, Melinda D. Rolff, Notary Public, personally appeared Timothy Shaskan who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity, and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Melinda D. Rolff (Seal)



ACKNOWLEDGMENT

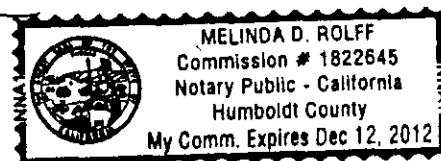
State of California
County of Humboldt

On May 25, 2010, before me, Melinda D. Rolff, Notary Public, personally appeared Kenneth Bullock who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity, and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Melinda D. Rolff (Seal)



ACKNOWLEDGMENT

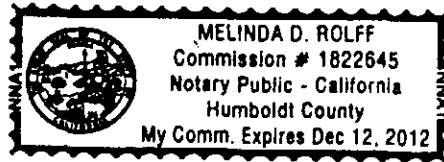
State of California
County of Humboldt

On June 11, 2010, before me, Melinda D. Rolff, Notary Public, personally appeared Donna Dae Brisbin who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity, and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Melinda D. Rolff (Seal)



ACKNOWLEDGMENT

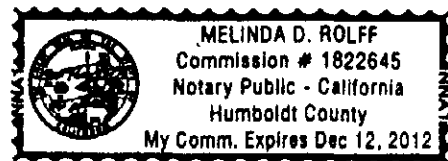
State of California
County of Humboldt

On June 22, 2010, before me, Melinda D. Rolff, Notary Public, personally appeared Peter Connolly who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity, and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Melinda D. Rolff (Seal)



ACKNOWLEDGMENT

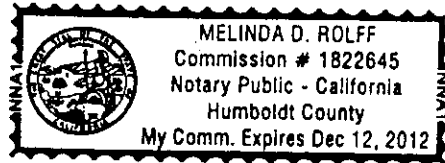
State of California
County of Humboldt

On July 2, 2010, before me, Melinda D. Rolff, Notary Public, personally appeared Gary Mason who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity, and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Melinda D. Rolff (Seal)



ACKNOWLEDGMENT

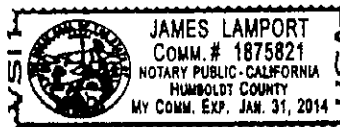
State of California
County of Humboldt

On AUGUST 25, 2010, before me, JAMES LAMPORT, Notary Public, personally appeared KRISTA MASON who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity, and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature James Lamport (Seal)
JAMES LAMPORT



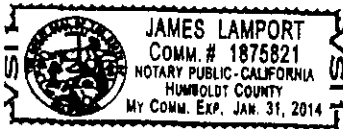
State of California }
County of Humboldt }

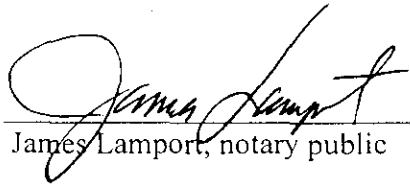
On September 29, 2010 before me, James Lamport, notary public, personally appeared
WADE TRABUE and RONDA TRABUE,
who proved to me on the basis of satisfactory evidence to be the persons whose names are
subscribed to the within instrument and acknowledged to me that they executed the same in their
authorized capacities, and that by their signatures on the instrument the persons, or the entity on
behalf of which the persons acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that
the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Seal)




James Lamport, notary public

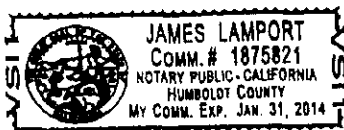
State of California }
County of Humboldt }

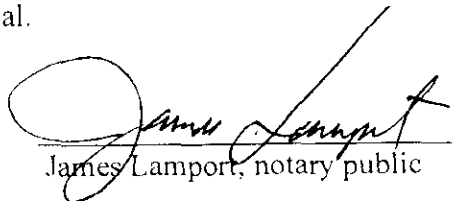
On September 29, 2010 before me, James Lamport, notary public, personally appeared
DEBORAH CONNELLY,
who proved to me on the basis of satisfactory evidence to be the person whose name is
subscribed to the within instrument and acknowledged to me that she executed the same in her
authorized capacity, and that by her signature on the instrument the person, or the entity on
behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that
the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Seal)




James Lamport, notary public

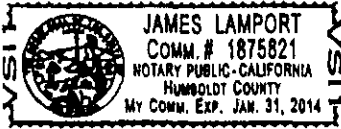
State of California }
County of Humboldt }

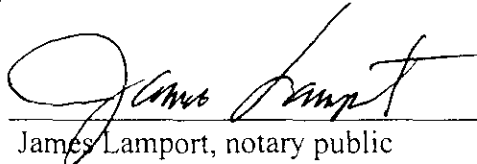
On October 4, 2010 before me, James Lamport, notary public, personally appeared
MARK BRYANT,
who proved to me on the basis of satisfactory evidence to be the person whose name is
subscribed to the within instrument and acknowledged to me that he executed the same in his
authorized capacity, and that by his signature on the instrument the person, or the entity on behalf
of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that
the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Seal)




James Lamport, notary public

2) Area 2: Connick Creek Subdivision (Exhibit A, Figure 5) This area consists of the Connick Creek Subdivision and is proposed for the water-only service area. In 1997, GSD entered into an agreement with the Connick Creek Subdivision property owners for the provision of water services. Humboldt County approved this subdivision with the knowledge that the water supply was to be from the District. The following is from the GSD Municipal Service Review adopted by LAFCo in 2013:

The Connick Creek Subdivision was originally one APN 213-096-005. In a will serve letter dated October 16, 1991, the Garberville Water Company committed to providing domestic water to this parcel for nine 5-acre lots from a meter located east of the Eel River on Thomas Lane. The subdivision owners were responsible for constructing the pipe and maintenance of the waterlines from their subdivision to Thomas Lane. The subdivision owners then approached the Garberville Sanitary District Board to ascertain whether they would be allowed to utilize the District's private waterline that crossed the South Fork of the Eel River on an aerial span from the Thomas Lane location to the wastewater treatment plant parcel. In October 1997, the District executed an agreement with the Connick Creek Subdivision owners that required them to upgrade the waterline on the District's aerial span and to purchase water from the District at a master meter set adjacent to Bear Canyon Road on the wastewater treatment plant parcel. This agreement was recorded on February 2, 1998 as Instrument Number 1998-2664-11. APN 213-096-005 was subdivided and resulted in eight parcels. Those APNs are 222-156-014 - 021.

In 2010, the Connick Creek Subdivision Association approached the District about installing individual meters to each of the APNs. This agreement also identified two additional connections that had been installed by the developer on the private waterline. These two connections were added to the list of APNs that were to receive a meter.

The District approved the agreement with the property owners that reiterated that the waterline from the master meter to the subdivision is a privately owned and maintained waterline. The agreement further stipulates that the quantity of water billed by the District to each property owner is based upon the total volume through the master meter. The District reads the individual meters and ratios out the usage to each active property owner based upon the total volume at the master meter. If there is a discrepancy between the sum of volumes through the individual meters and the master meter volume, then the difference is evenly split between the active customers. This agreement was recorded on October 8, 2010 as Instrument # 2010-22217-9.

As part of Instrument Number 2010-22217-9 recorded on October 8, 2010, the Connick Creek Subdivision Association's private water line has the potential to provide 11 water connections (8 within the Connick Creek subdivision, 1 adjacent to the Connick Creek subdivision [APN 222-156-012], and 2 along the private water line [APN 223-156-025]) of which 10 have meters set. Only 10 of these 11 connections (9 APNs) are proposed for annexation. APN 222-156-012 does not have any services and the District does not foresee servicing this parcel in the near future.

Of the 8 APNs within the Connick Creek Subdivision, 3 APNs are active water service customers. Two other APNs have an account with the District for the connection to a water meter only. The remaining 3 APNs are not current District customers; of these 3, one is developed with a single family residence, but is using its own water source and the other two are undeveloped.

For APN 223-156-025, only the small area immediately surrounding the two existing single family residences is proposed for annexation. These two houses are currently serviced and have meters set. The APN is very large, and GSD does not foresee servicing the remainder of

this parcel in the near future. The District's IS/MND notes that in lieu of annexing these two areas, the two single family residences on APN 223-156-025 could be approved by LAFCo as an out of area service as they would meet the criteria for emergency service under the "POLICIES AND PROCEDURES FOR CITIES AND DISTRICTS TO PROVIDE SERVICES OUTSIDE AGENCY BOUNDARIES" adopted November 14, 2012 by LAFCo.

Area 2 Recommendation: Considering Area 2 is serviced by a private water line, staff recommends the Commission approve Area 2 with the 10 specific metered locations as an out-of-agency service rather than annexing these properties to the District.

10/10/91

GARBERVILLE WATER COMPANY, INC.

P. O. BOX 518

GARBERVILLE, CALIF.

Garberville Water Company is willing to provide water for domestic use for 9 5-acre lots (parcel # 213-296-05) to the meter located east of the Eel River on Thomas Lane. Owners will provide pipe and maintenance of water lines to the existing pipe.

Fred Humboldt
Mr. Fred Humboldt
Garberville Water Company

RECEIVED

OCT 07 1998

**HUMBOLDT COUNTY
PLANNING COMMISSION**

Why did LAFCO approve it as an extraterritorial service (out of area use), but not include it in the annexation area for GSD? (There were members of the community which fought against expansion of GSD but there was an existing 1998 agreement with the water company and the Hurlbutt family)

2. I see no clear “restrictions” in any agreement between GSD and the Connick Creek Association limiting use to domestic (non-commercial) purposes, are you aware of any agreement with any restrictions of any sort on water use?
3. Several pragmatic questions:
 - a. Assuming a 1.5 inch line serves all 8 parcels in Connick Creek now, is there enough line capacity for commercial cultivation operations? (There is not enough capacity in existing distribution line if all parcels irrigate all of their property but we have no authority to regulate what they use the water for)
 - b. Are there any specific GSD Rules/Regulations regarding commercial user accounts and mandatory connection fees/metering requirements that apply? (No)
 - c. What is the current water supply volume for the District, and is there any concern that the existing supply is insufficient---(No Concern at this time)
4. Are there other commercial cultivation growers on GSD service—are they charged industrial rates?

Russell S. Gans
MITCHELL, BRISSO, DELANEY & VRIEZE, LLP
Attorneys at Law
P.O. Drawer 1008
814 Seventh Street
Eureka, CA 95501
Phone: (707) 443-5643
Fax: (707) 444-9586

TRUSTEE CONSENT

Equitable Deed Company, as trustee under that certain deed of trust in favor of Bank of America NT & SA recorded April 21, 1994 as Recorder's Serial No. 1994-11700-6, hereby consents to the preparation and recordation of this map, and to the dedication of Parcels A, B, C, D, E, F, and G.

Dated this 30th day of March 1998. By: Brock Pifer, Assistant Secretary

ACKNOWLEDGEMENT

STATE OF CALIFORNIA COUNTY OF ORANGE } SS

ON 3-3-98, BEFORE ME, ANTHONY J. REGATZI, PERSONALLY APPEARED BROCK PIFER

PERSONALLY KNOWN TO ME -OR- PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

WITNESS MY HAND AND OFFICIAL SEAL.

SIGNATURE OF NOTARY: ORANGE COUNTY, 1/29/2001 EXP. DATE

BENEFICIARY CONSENT

The U.S. Small Business Administration, an agency of the U.S. Government, as Beneficiary under that certain Deed of Trust Instrument No. 1997-1668-5, hereby consents to the preparation and recordation of this map, and to the dedication of Parcels A, B, C, D, E, F, and G.

Dated this 10th day of July 1998. By: Terry Hetherington, Supervisory Loan Specialist

ACKNOWLEDGEMENT

STATE OF CALIFORNIA COUNTY OF ORANGE } SS

ON JULY 10, 1998, BEFORE ME, CHRISTINE LU, PERSONALLY APPEARED TERRY HETHERINGTON

PERSONALLY KNOWN TO ME -OR- PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

WITNESS MY HAND AND OFFICIAL SEAL.

SIGNATURE OF NOTARY: ORANGE COUNTY, 4/10/2002 EXP. DATE

HUMBOLDT COUNTY TAX COLLECTOR'S CERTIFICATE

I, Stephen A. Strawn, Tax Collector of Humboldt County, California, hereby certify that on this date according to the records of this office, there are no tax liens due against the land within this Subdivision/Parcel Description described as Assessor's Parcel No. 222-156-07 for unpaid State, County, Municipal or Local Taxes or Special Assessments collected as property taxes, except taxes or special assessments not yet payable.

I further certify that taxes or assessments which are a lien, but not yet payable, have been estimated at \$ 0.00 and a bond in this amount has been collected and deposited with this office on behalf of the Board of Supervisors.

Dated 10-2-98 Stephen A. Strawn Humboldt County Tax Collector

By: Sue Johnson, Deputy

JOB NO. 9633 FIDELITY FILE NO. 191366

OWNER'S CONSENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, being a party having a record title interest in the real property being subdivided by this map, do hereby consent to the preparation and recordation of this map, and to the dedication of the easements for the purposes as shown thereon, and the dedication of Parcels A, B, C, D, E, F, and G.

Dated this 3 day of September 1998. Gregory W. Terry

Dated this 3 day of September 1998. Kate P. Carmer

ACKNOWLEDGEMENT

STATE OF CALIFORNIA COUNTY OF HUMBOLDT } SS

ON 9-3-98, BEFORE ME, Danielle Simon, Notary Public, PERSONALLY APPEARED Gregory W Terry + Kate P. Carmer

PERSONALLY KNOWN TO ME -OR- PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

WITNESS MY HAND AND OFFICIAL SEAL.

Danielle Simon, SIGNATURE OF NOTARY, Humboldt COUNTY, 1/18/02 EXP. DATE

CLERK OF THE BOARD STATEMENT

I, Lora Canyoneri, Clerk of the Board of Supervisors of the County of Humboldt, State of California, hereby certify that the said Board of Supervisors, at a meeting held on December 15, 1998, at which quorum was present, approved the subdivision map, and rejected Parcels A and B for road purposes, and accepted on behalf of the Public Utility Districts or Companies, the easements denoted hereon as Parcels A, B, C, D, and E offered for dedication for the uses set forth on this subdivision map in conformity with the terms of the dedication.

Dated December 15, 1998. Signed Lora Canyoneri

DEDICATION NOTES

PARCEL 'A' -CONNICK CREEK ROAD- IS AN EASEMENT 50 FEET WIDE, AND AS SHOWN ON SHEET 3 HEREIN, OVER LOTS 2, 3, 5, 6, AND 8, IRREVOCABLY OFFERED FOR DEDICATION TO THE COUNTY OF HUMBOLDT FOR PUBLIC ROADWAY AND UTILITY PURPOSES, AND ALL PURPOSES INCIDENTAL THERETO. SINCE PARCEL 'A' IS BEING REJECTED FOR DEDICATION TO THE COUNTY AT THIS TIME FOR ROAD PURPOSES, IT IS ALSO CREATED BY THIS MAP FOR INGRESS, EGRESS, PUBLIC UTILITY PURPOSES AND ALL INCIDENTALS THERETO FOR THE BENEFIT OF ALL LOTS AND PARCELS CREATED BY THIS MAP.

PARCEL 'B' -CONNICK CREEK ROAD- IS AN EASEMENT 50 FEET WIDE OVER LOT 4, AS SHOWN ON SHEET 3 HEREIN, IRREVOCABLY OFFERED FOR DEDICATION TO THE COUNTY OF HUMBOLDT FOR PUBLIC ROADWAY AND UTILITY PURPOSES, AND ALL PURPOSES INCIDENTAL THERETO. SINCE PARCEL 'B' IS BEING REJECTED FOR DEDICATION TO THE COUNTY AT THIS TIME FOR ROAD PURPOSES, IT IS ALSO DEDICATED FOR USE OF PRIVATE-OWNED PUBLIC UTILITY COMPANIES OR PUBLIC UTILITY DISTRICTS FOR THE INSTALLATION AND MAINTENANCE OF PUBLIC FACILITIES.

PARCEL 'C' -KADIN WAY- IS AN EASEMENT 40 FEET WIDE OVER THOSE PORTIONS OF LOTS 6, 7 AND 8 AS SHOWN ON SHEET 3 HEREIN, FOR ACCESS AND PUBLIC UTILITY PURPOSES IN FAVOR OF LOTS 6, 7 AND 8, AND ALSO DEDICATED FOR USE OF PRIVATE-OWNED PUBLIC UTILITY COMPANIES OR PUBLIC UTILITY DISTRICTS FOR THE INSTALLATION AND MAINTENANCE OF PUBLIC UTILITY FACILITIES.

PARCEL 'D' IS AN EASEMENT 40 FEET WIDE, OVER THE PORTION OF LOT 2 AS SHOWN ON SHEET 3 HEREIN, FOR ACCESS AND PUBLIC UTILITIES IN FAVOR OF LOT 1, AND IS ALSO DEDICATED FOR THE USE OF PRIVATELY-OWNED PUBLIC UTILITY COMPANIES OR PUBLIC UTILITY DISTRICTS FOR THE INSTALLATION AND MAINTENANCE OF PUBLIC UTILITY FACILITIES.

PARCEL 'E' IS AN EASEMENT 40 FEET WIDE OVER THE PORTION OF LOT 7 AS SHOWN ON SHEET 3 HEREIN, DEDICATED FOR THE USE OF PRIVATELY OWNED PUBLIC UTILITY COMPANIES OR PUBLIC UTILITY DISTRICTS FOR THE INSTALLATION AND MAINTENANCE OF PUBLIC UTILITY FACILITIES.

PARCEL 'F' IS AN EASEMENT 20 FEET WIDE AND AS SHOWN ON SHEET 3 HEREIN, OVER PORTIONS OF LOT 3 FOR THE INSTALLATION AND MAINTENANCE OF WATER UTILITY FACILITIES IN FAVOR OF LOTS 1 THROUGH 8.

PARCEL 'G' IS AN EASEMENT 50 FEET WIDE AS SHOWN ON SHEET 3 HEREIN, OVER PORTIONS OF LOT 4 FOR THE INSTALLATION AND MAINTENANCE OF WATER UTILITY FACILITIES IN FAVOR OF LOTS 1 THROUGH 8.

SURVEYOR'S STATEMENT

This map was prepared by me or under my direction and is based upon a field survey that is true and complete as shown and is in conformance with the requirements of Section 66410 of the Government Code at the request of Gregory W. Terry in November, 1997. I hereby state that it conforms to the approved Tentative Map and the conditions of approval thereof, and that all provisions of applicable State Law and local ordinances have been complied with. I also state that all monuments are found, set, and occupy the positions indicated and are sufficient to enable the survey to be retraced.



Jon D. Forsyth, P.L.S. 5904 License Exp. 12-30-00

COUNTY SURVEYOR'S STATEMENT

This map has been examined this 8th day of December, 1998, for conformance with the requirements of Section 66410 of the Government Code. The subdivision as shown is substantially the same as it appeared on the tentative map, and any approved alterations thereof. I hereby certify that all provisions of the Subdivision Map Act and any local ordinances applicable have been complied with, and the accompanying map is technically correct.

Allen M. Campbell, COUNTY SURVEYOR



BY DAVID J. RYAN, DEPUTY, License No. 6212 License Expires 3/31/02

COUNTY RECORDER'S STATEMENT

Filed this 17th day of December 1998, at 10:00 AM, in Book 22 of Maps, at Pages 59, 60, and 61, Humboldt County Records, at the request of Jon D. Forsyth.

Doc. No. 1998-62657-3 CAROLYN CRNICH COUNTY RECORDER, HUMBOLDT COUNTY Fee: \$ 13.00 BY K. Julio Deputy

NOTICE OF DEVELOPMENT PLAN & SOILS REPORT

A Development Plan and Soils Report for Lots 1 thru 8 are on file with the Humboldt County Planning Department under File No. APN 222-156-07 FM 08-42.

PRIVATE LANE NOTE

If the private lane or lanes shown on this plan of subdivision, or any part hereof, are to be accepted by the County for the benefit of the lot owners on such lane rather than the benefit of the County generally, such private lane or lanes or parts thereof shall first be improved at the sole cost of the affected lot owner or owners, so as to comply with the specifications as contained in the then applicable subdivision regulations relating to public streets.

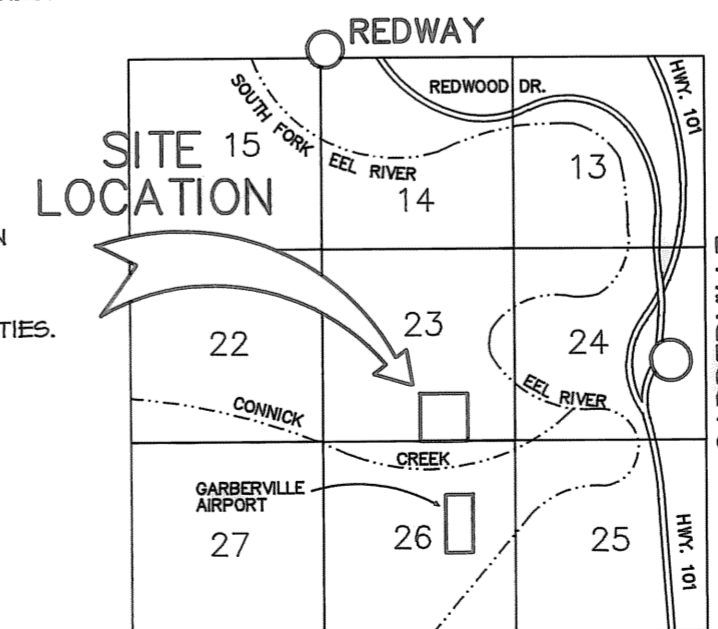
TRACT NO. 498 CONNICK CREEK SUBDIVISION

IN THE SOUTH HALF OF SECTION 23, T4S, R3E, H.B. & M. IN AN UNINCORPORATED AREA OF HUMBOLDT COUNTY STATE OF CALIFORNIA

BEING A SUBDIVISION OF THAT REAL PROPERTY AS CONVEYED BY DEED TO GREGORY W. TERRY AND KATE P. CARMER RECORDED NOVEMBER 6, 1990, AS DOC. NO. 1990-27131-6, HCR, AND LOT LINE ADJUSTMENT WITH 1728 O.R. 46-80, HCR

PREPARED BY JON D. FORSYTH, P.L.S. 5904 FORSYTH ENGINEERING & SURVEYING BOX 767 ARCATA, CALIFORNIA 95518 A.P. 222-156-07 NOVEMBER 1997

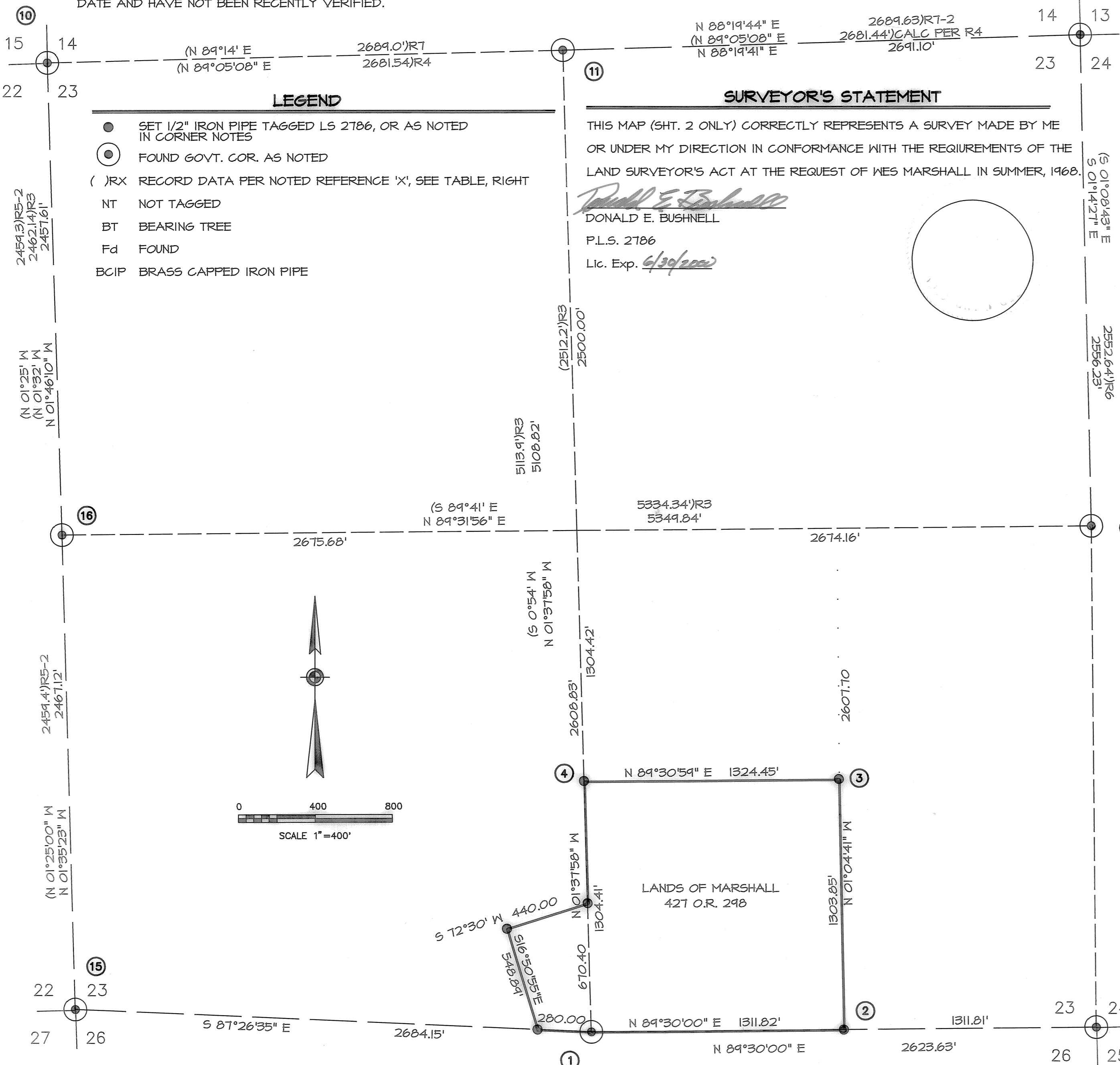
SHEET 1 OF 3 SHEETS



T. 4 S., R. 3 E., H.M. LOCATION MAP NTS

NOTE

THIS SHEET IS TO MAKE OF RECORD THIS SURVEY BY DONALD E. BUSHNELL, LS 2786, FOR WES MARSHALL IN SUMMER, 1968. BEARING TREE NOTES SHOWN ON THIS SHEET REFLECT CONDITION AS OF SAID DATE AND HAVE NOT BEEN RECENTLY VERIFIED.



LEGEND

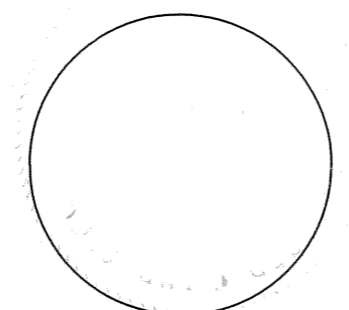
- SET 1/2" IRON PIPE TAGGED LS 2786, OR AS NOTED IN CORNER NOTES
- FOUND GOV'T. COR. AS NOTED
- ()RX RECORD DATA PER NOTED REFERENCE 'X', SEE TABLE, RIGHT
- NT NOT TAGGED
- BT BEARING TREE
- Fd FOUND
- BCIP BRASS CAPPED IRON PIPE

SURVEYOR'S STATEMENT

THIS MAP (SHT. 2 ONLY) CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE LAND SURVEYOR'S ACT AT THE REQUEST OF WES MARSHALL IN SUMMER, 1968.

Donald E. Bushnell
DONALD E. BUSHNELL

P.L.S. 2786
Lic. Exp. *6/30/2000*



CORNER NOTES

- ① Fd 1/2" IP, NT, 3' S of E-W fence in open grassy clearing. Accepted as 1/4 Cor. 28/26 per R3. BT's are: 10" Pepperwood bears N 10 3/4° E, 29.3' scribed 'HK'; 1 scribed & tagged a 16" Fir bearing N 29 1/2° W, 64.5' (bark scribe). See R2.
- ② Set 1/2" Iron Pipe w/ plastic plug LS 2786. BT's: 16" Madrone bears S 81° E, 4.3'; 12" Fir bears N 54° W, 39.0'. N-S, E-W fence corner bears S 14 1/2° E, 19.5'.
- ③ Set 1/2" IP w/ plastic plug LS 2786 in open ground, 18' W of N-S Fence. 1 scribed and tagged: 16" Madrone bearing S 3 1/2° W, 80.6' and 28" Black Oak bearing S 83° E, 105.6'.
- ④ Set 1/2" IP tagged LS 2786. 1 scribed and tagged BT's: 16" Madrone bearing S 81° E, 4.3' and 12" Fir bearing N 54° W, 39.0'.
- ⑤ Fd BCIP by RE 1754 for 15-14-22-23 per note 19 of R4. Fd BT: 6" Tan Oak bears S 68° W, 12.0' per R4.
- ⑥ Fd BCIP by RE 1754 at E edge of N-S skid trail. BT's: 36" double Redwood bears N 32° W, 18.6', (completely healed); 36" Fir stump bears S 32° W, 29.6', (bark scribe). See R3 & note 21, R4.
- ⑦ Fd BCIP by RE 1754 in E-W fence on gentle N slope. BT's: 30" Madrone bears S 44 1/2° W, 39.0', w/ chopped-out face + original scribe marks; 26" Fir stump bears S 66 1/2° W, 36.6'; 16" Fir bears N 49 1/2° W, 10.0'; 28" Fir bears N 30° E, 15.0' (dead and down). See note 18, R4 and GLO notes.
- ⑧ Fd 1/2 in. IP, NT, per R3, placed yellow plastic plug LS 2786. Fd in N-S fence line w/ 3 X 3 scribed Redwood post alongside.
- ⑨ Set 1/2" IP, LS 2786 with BT's per Note 5 of R2.
- ⑩ Fd BCIP by RE 1754 and BT's as described in R5 and R2.
- ⑪ Fd BCIP by RE 1754 and BT's per R5-2.

BT's measured to face, typ.

REFERENCES

REF. NO.	DESCRIPTION	REFERENCE	DATE
R1	BUSHNELL MARSHALL	UNRECORDED	8/68 (SEE SHEET 2 HEREIN)
R2	BUSHNELL HEALY	5 PM 41	3/75
	BUSHNELL BLANKENSHIP	5 PM 147	10/75
R3	KELLY HULL	14 RS 105	4/55
R4	STIPOVICH CONNICK	14 RS 44.5	9/54
R5	LARSON BARNUM	11 RS 136	8/47
R5-2	LARSON BARNUM	11 RS 137	9/47
R6	WHITE MARSHALL	22 RS 37	12/65
R7	ANDREWS HULL & ZIGANTI	52 RS 4	9/90
R7-2	ANDREWS HULL & ZIGANTI	52 RS 5	9/90
R8	H.KELLY MARSHALL	14 RS 128	8/55
R9	TERRY / CARMER DEED	1990 O.R. 27131-6	11/90

TRACT NO. 498

CONNICK CREEK SUBDIVISION

IN THE
SOUTH HALF OF SECTION 23, T4S, R3E, H.B. & M.
IN AN UNINCORPORATED AREA OF HUMBOLDT COUNTY
STATE OF CALIFORNIA

BEING
A SUBDIVISION OF THAT REAL PROPERTY
AS CONVEYED BY DEED TO GREGORY W. TERRY AND
KATE P. CARMER RECORDED NOVEMBER 6, 1990,
AS DOC. NO. 1990-27131-6, HCR AND
LOT LINE ADJUSTMENT WITH 1728 O.R. 46-80, HCR

PREPARED BY
JON D. FORSYTH, P.L.S. 5904
FORSYTH ENGINEERING & SURVEYING
BOX 767 ARCATA, CALIFORNIA 95518

A.P. 222-156-07 NOVEMBER 1997

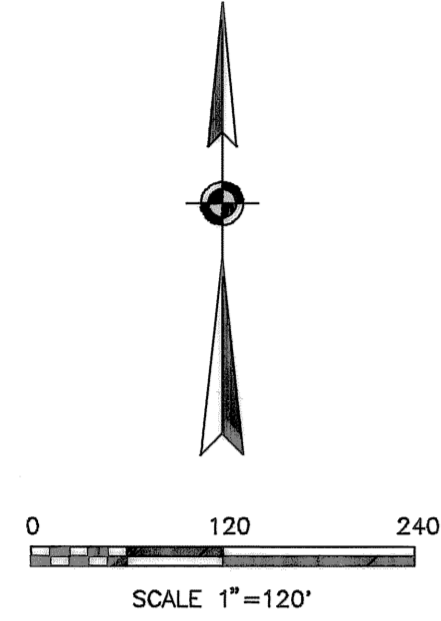
SHEET 2 OF 3 SHEETS

BASIS OF BEARINGS

BASIS OF BEARINGS IS N 89°30'00" E, 2,623.63 FT BETWEEN NOTED FOUND MONUMENTS 1 & 14 ALONG THE SOUTH LINE OF SECTION 23, AS SHOWN PER R2.

BASIS OF BEARINGS

BASIS OF BEARINGS IS N89°30'00"E 1311.82 FT BETWEEN
 ① & ② PER 1968 BUSHNELL SURVEY (R1) & R2.



UTILITY EASEMENT
 per "Parcel Four" of
 R4 & Note 6a), b), c), & d).

- LEGEND**
- SET 1/2" X 30" IRON PIPE WITH PLASTIC PLUG MARKED LS 5904
 - FOUND 1/2" IRON PIPE TAGGED LS 2786, PER R1 AND AS NOTED IN CORNER NOTES
 - ⊙ FOUND GOVT. COR. AS NOTED
 - () RX RECORD DATA PER NOTED REFERENCE 'X', SEE TABLE BELOW
 - LIMIT OF SUBDIVISION
 - NT NO TAG
 - Fd. FOUND
 - BT BEARING TREE

- CORNER NOTES**
- ① Found 1/2" IP, NT, 2.9' S of fence. Fd BT's intact per R1. Held as 1/4 Cor. 23/26 per R3.
 - ② Found 1/2" IP w/ remains of yellow plug and BT's per R1, 5' E to N-S fence, 2.9' S to E-W fence, near fence corner. Fd. pipe falls 0.037' N & 0.003' W of Record per R1.
 - ③ Found 1/2" IP w/ remains of yellow plug per R1, 17.6' E to N-S fence. Fd. pipe falls 0.571' S & 0.217' W of Record per R1.
 - ④ Found 1/2" IP w/ Brass Tag LS 2786, per R1. A 24 in. Madrone bears N 74° E, 3.9'. Fd. pipe falls 0.689' S & 0.014' W of Record per R1.
 - ⑤ Found 1/2" IP w/ Brass Tag LS 2786, in grassy slope, 10'± SW of top of bank of ravine. Fd pipe falls 0.361' S & 0.215' E of Record per R1.
 - ⑥ Found 1/2" IP w/ Brass Tag LS 2786, in grassy slope. Fd. pipe falls 0.376' S & 0.123' E of Record per R1.
 - ⑦ Found 1/2" IP w/ Brass Tag LS 2786, falls 4.8' E of NW-SE fence, 12.5' S to Fence corner. Fd. pipe falls 0.078' S & 0.109' E of Record per R1.

REFERENCES

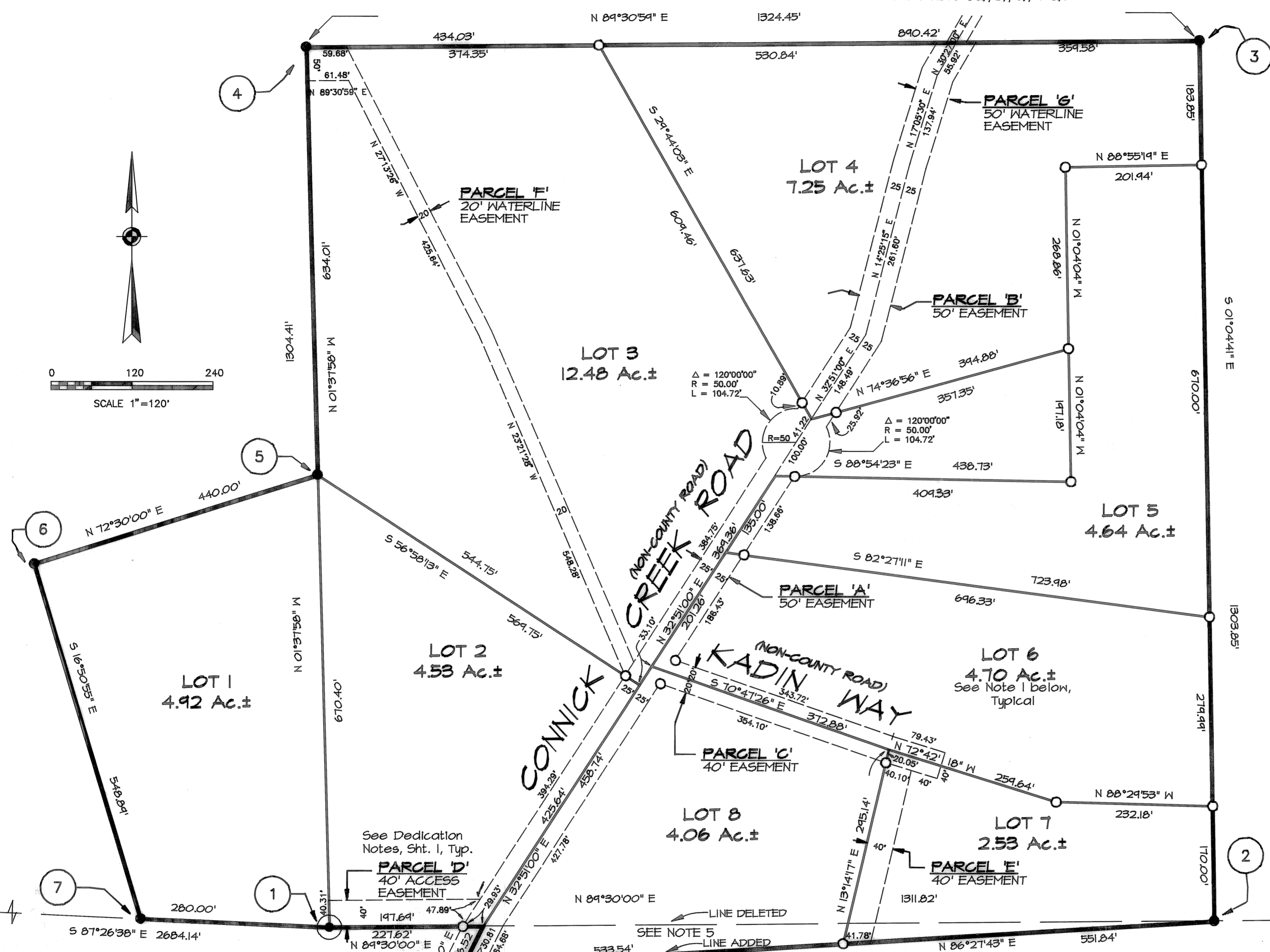
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 SOUTH HALF OF SECTION 23, T4S, R3E, H.B. & M.
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 STATE OF CALIFORNIA

BEING
 A SUBDIVISION OF THAT REAL PROPERTY
 AS CONVEYED BY DEED TO GREGORY W. TERRY AND
 KATE P. CARMER RECORDED NOVEMBER 6, 1990,
 AS DOC. NO. 1990-27131-6, HCR, AND
 LOT LINE ADJUSTMENT WITH 1728 O.R. 46-80, HCR

PREPARED BY
 JON D. FORSYTH, P.L.S. 5904
 FORSYTH ENGINEERING & SURVEYING
 BOX 767 ARCATA, CALIFORNIA 95518
 A.P. 222-156-07 NOVEMBER 1997

SHEET 3 OF 3 SHEETS



- NOTES**
1. All distances shown are in feet and decimals thereof; all ties are at right angles or as shown. Lot areas shown are gross areas in acres, including all easements.
 2. Note Fidelity Title Co. exclusion No. 2: "The effect of the following recorded surveys... which indicate that certain section lines and corners are at variance with the U.S. Government Township Plats. Said surveys as follows: 6RS50, 8RS47, 11RS3, 11RS137, 14RS105, 15RS142, 17RS65, & 22RS37."
 3. An Overflight Easement in favor of the County of Humboldt affecting Lots 1 through 8 is being recorded concurrently with this map.

- NOTES**
4. Monuments set on the exterior boundary by this subdivision map are for interior subdivision reference. I accepted pipes at ① & ②, and held "Record" per Sheet 2 for NE & NW corners. A subsequent section breakdown may produce difference in original exterior subdivision boundary per note 2, above.
 5. A Lot Line Adjustment along the Southerly line of Lots 7 and 8 has been approved per HCPD File No. FMS-08-92/ZR-09-912/LLA-34-912. Adjoining property deed reference: 1728 O.R. 67. Said LLA is to be recorded concurrently with this map.
 6. The following easements affect the subject property:
 - a) 1728-OR-46, Grantee: Brisbin; 50 ft. wide for ingress, egress & public utilities.
 - b) 1990-OR-27131, Reserved by: Marshall; over existing road for ingress, egress, and public and private utilities.
 - c) 1990-OR-27133, Agreement for Sale.
 - d) 1991-OR-3105, Judgement granting easement. Affects a), b), & c), above.

JOB NO. 9633
 FIDELITY FILE NO. 191366

**CANNABIS-AGRICULTURE ORDINANCE
FOR USE WITH POTABLE WATER**

Questions:

1. Potable water for an agricultural crop
 2. Impact to distribution system
 3. Increase in water treated
 4. Increased maintenance cost
 5. Impact to neighbors and community
 6. Smell
 7. Visual observation including signage
 8. Light pollution, glare or brightness
 9. Noise
 10. Additional foot traffic
 11. Additional vehicle traffic
 12. Invites less desirable people to neighborhood
 13. Water rate for potable water used on agricultural crops
 14. Fires
 15. No water for fire department
-

NOTE:

There are over 60 parcels of land within the boundaries of Garberville Sanitary District that are zoned agricultural.

ORDINANCE—RESOLUTION DISCUSSION TOPICS



GARBERVILLE SANITARY DISTRICT

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

RESOLUTION NO. 17-?????

A RESOLUTION OF THE GARBERVILLE SANITARY DISTRICT ADDING A WATER ORDINANCE ARTICLE 14, SEC 14.5 COMMERCIAL AGRICULTURAL REGULATIONS. REGULATING COMMERCIAL AGRICULTURAL BUSINESSES WITHIN DISTRICT BOUNDARIES. THIS RESOLUTION WILL ADDRESS THE COMMERCIAL AGRICULTURAL WATER RATES IN ARTICLE 15 RATES AND FEES, SEC 15.9 COMMERCIAL AGRICULTURAL WATER RATES.

WHEREAS, This ordinance addresses the impact to the District infrastructure from commercial agricultural operations that use more water than average single family users (5-20 units or 125-500gpd) and use potable water for a commercial agricultural business.

WHEREAS, Article 15 Rates and Fees Sec 15.9 will include a commercial agricultural water use rate of \$10/unit over 20 units/month or (498gpd) average

WHEREAS, A portion of the money generated from commercial agricultural water charges will be put in the capital improvement fund for infrastructure upgrades.

WHEREAS, Garberville Sanitary District is unable to provide untreated agricultural water, which requires additional time and money to be spent treating water for potable use and impacting the inadequate water distribution infrastructure.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that on this day, August 29, 2017, Garberville Sanitary District adapts a new commercial agricultural water ordinance, Article 14, Sec 14.5 and a new commercial agricultural water rate ordinance, Article 15 Rates and Fees, Sec 15.9.

1. COMMERCIAL AGRICULTURAL WATER USE REQUIREMENTS AND RATES

- a. Any person requesting potable water for a commercial agricultural business or operation will be required to submit an application at the District office. This application will include the agricultural product and amount of plants or trees to be grown. This application will be renewed annually or commercial agricultural water will be denied.
- b. This application will include the name and contact information of the owner and tenant of the property as well as the address of property and estimated gallons of water to be used daily during the growing process.
- c. A new water meter and connection fee will be required for every approved commercial agricultural operation or farm and will pay an additional base rate and water usage fee. In the event that Garberville Sanitary District faces drought conditions or limitations on the approved diversion rate, the agricultural water will be turned off, to ensure adequate water for residential use.
- d. The water rate will include the base rate and unit price for the area which this operation is located but will increase to the commercial agricultural rate in Article 15 Rates and fees, Sec 15.9 when water consumption exceeds 20 units per month. The rate will then be \$10/unit regardless of the area this operation is located.
- e. All commercial agricultural operations which request water will have their property inspected by the General Manager or designee, at which time the infrastructure will be evaluated to ensure that it is capable of handling the increased water volume.
- f. In the event the infrastructure is not adequate for the increased volume of water, an agreement will be made with the commercial agricultural operation to upgrade the infrastructure or work with the District to do so before the application will be approved.
- g. If an infrastructure upgrade is required but the commercial agricultural operation will not pay for or participate in upgrading the infrastructure, the application will be denied.

Any commercial agricultural operation or business will be required to comply

with all requirements listed below or be denied future water for the commercial agricultural business.

h. REASONS FOR DENIED WATER SERVICE

1. No negative impact to neighbors
2. No excessive pedestrian or vehicle traffic based on site visits and complaints.
3. No excessive signage
4. No excessive noise as determined by the District and complaints
5. No excessive lights, glare or brightness
6. No negative smells determined by District and complaints
7. No negative impact to fire suppression capabilities

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

**PASSED, APPROVED AND ADOPTED this 22 day of August, 2017
by the following roll call vote:**

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Board Chair Person:

Linda Brodersen

Date

Clerk of Board:

Ralph Emerson, General Manager

Date

SUBARTICLE 2. BENEFICIAL USES

§659. Beneficial Use of Water.

Beneficial use of water includes those uses defined in this subarticle. The board will determine whether other uses of water are beneficial when considering individual applications to appropriate water.

Authority: Sections 1058 and 1252, Water Code.

Reference: Section 1240, Water Code.

History: 1. Repealer of Section 659 and new Article 2.5 (Sections 659-660) filed 10-12-79; effective thirtieth day thereafter (Register 79, No. 41).
2. Renumbering and amendment of former Section 659 to Section 735, and new Section 659 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).

§660. Domestic Uses.

Domestic use means the use of water in homes, resorts, motels, organization camps, camp grounds, etc., including the incidental watering of domestic stock for family sustenance or enjoyment and the irrigation of not to exceed one-half acre in lawn, ornamental shrubbery, or gardens at any single establishments. The use of water at a camp ground or resort for human consumption, cooking or sanitary purposes is a domestic use.

Authority: Section 1058, Water Code.

Reference: Section 1254 and 1260, Water Code.

History: 1. Renumbering and amendment of former Section 660 to Section 735, and renumbering and amendment of Section 661 to Section 660 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).

§661. Irrigation Use.

Irrigation use includes any application of water to the production of irrigated crops or the maintenance of large areas of lawns, shrubbery, or gardens.

Authority: Section 1058, Water Code.

Reference: Sections 1254 and 1260, Water Code.

History: 1. Amendment filed 12-1-55; effective thirtieth day thereafter (Register 55, No. 17).
2. Renumbering and amendment of former Section 661 to Section 660, and renumbering and amendment of Section 662 to 661 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).

§662. Power Use.

Power use means the use of water for hydroelectric and hydromechanical power.

Authority: Section 1058, Water Code.

Reference: Sections 1260 and 1263, Water Code.

History: 1. *Renumbering and amendment of former Section 662 to Section 661, and renumbering and amendment of Section 663 to Section 662 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).*

§663. Municipal Use.

Municipal use means the use of water for the municipal water supply of a city, town, or other similar population group, and use incidental thereto for any beneficial purpose.

Authority: Section 1058, Water Code.

Reference: Sections 1260 and 1264, Water Code.

History: 1. *Amendment filed 12-1-55; effective thirtieth day thereafter (Register 55, No. 17).*

2. *Renumbering and amendment of former Section 663 to Section 662, and renumbering and amendment of Section 664 to Section 663 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).*

§664. Mining Use.

Mining use means any use of water is for mining processes such as hydraulicing, drilling, and on concentrator tables.

Authority: Section 1058, Water Code.

Reference: Section 1260 and 1265, Water Code.

History: 1. *Amendment filed 12-1-55; effective thirtieth day thereafter (Register 55, No. 17).*

2. *Renumbering and amendment of former Section 664 to Section 663, and renumbering and amendment of Section 665 to 664 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).*

§665. Industrial Use.

Industrial use means the use of water for the purposes, not more specifically defined herein, of commerce, trade or industry.

Authority: Section 1058, Water Code.

Reference: Section 1260, Water Code.

History: 1. *Renumbering and amendment of former Section 665 to Section 664, and renumbering and amendment of Section 666 to Section 665 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).*

§666. Fish and Wildlife Preservation and Enhancement Use.

For purposes of specifying a beneficial use in an application to appropriate unappropriated water, fish and wildlife preservation and enhancement use means using water to maintain or provide habitat or other benefit for fish and wildlife by taking water under control as in the following examples:

(a) The collection or diversion of water to storage for either retention in the reservoir or release downstream for the purpose of preservation or enhancement of fish or wildlife; or

(b) Direct diversion of water for the purpose of preservation or enhancement of fish or wildlife.

This category of water use includes the use of water for the raising of fish or other organisms for scientific purposes or release in the waters of the state.

Authority: Section 1058, Water Code.

Reference: *California Trout, Inc. v. SWRCB*, 90 Cal.App.3d 816, 153, Cal.Rptr. 672 (1979); *Fullerton v. State Water Resources Control Board*, 90 Cal. App.3d 590; 153 Cal.Rptr. 518 (1979); and Sections 1243 and 1260, Water Code.

History: 1. Renumbering and amendment of former Section 666 to Section 665, and renumbering and amendment of Section 667.5 to Section 666 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).

§667. Aquaculture Use.

Aquaculture use means the use of water for raising fish or other organisms for commercial purposes, or large scale private use in which the fish or organisms will not be released in waters of the state.

Authority: Section 1058, Water Code.

Reference: Section 1260, Water Code.

History: 1. Amendment filed 12-1-55; effective thirtieth day thereafter (Register 55, No. 17).
2. Amendment filed 11-24-71; effective thirtieth day thereafter (Register 71, No. 48).
3. Renumbering and amendment of former Section 667 to Section 668, and new Section 667 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).

§668. Recreational Use.

Recreational use means the use of water for resorts or other recreational establishments, boating, swimming, and fishing, and may include water which is appropriated by storage and either retained in the reservoir or released downstream to support these purposes. Use of water at a camp ground or resort for human consumption, cooking or sanitary purposes is a domestic use and irrigation of golf courses is an irrigation use.

Authority: Section 1058, Water Code.

Reference: Sections 1243 and 1260, Water Code.

History: 1. Amendment filed 12-1-55 effective thirtieth day thereafter (Register 55, No. 17).
2. Amendment filed 3-10-60; effective thirtieth day thereafter (Register 60, No. 5).
3. Renumbering and amendment of former Section 668 to Section 669, and renumbering and amendment of Section 667 to Section 668 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).

§669. Stockwatering Use.

Stockwatering use means the use of water for commercial livestock.

Authority: Section 1058, Water Code.

Reference: Section 1260, Water Code.

History: 1. Renumbering and amendment of former Section 669 to Section 706, and renumbering and amendment of Section 668 to Section 669 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10). For prior history, see Registers 60, No. 5 and 55, No. 17.

§670. Water Quality Use.

Water quality use includes appropriation of water by storage to be released for the purpose of protecting or enhancing the quality of other waters which are put to beneficial uses.

Authority: Section 1058, Water Code.

Reference: Sections 1242.5 and 1260, Water Code.

History: 1. Renumbering and amendment of former Section 668.5 to Section 670 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10). For history of former Section 670, see Registers 74, No. 19 and 71, No. 48.

§671. Frost Protection Use.

Frost protection use means the application of water to crops by fine sprays, mists, or sprinklers for the purpose of preventing damage by frost.

Authority: Section 1058, Water Code.

Reference: Sections 1253 and 1260, Water Code.

History: 1. Amendment filed 12-1-55; effective thirtieth day thereafter (Register 55, No. 17).
2. Amendment of subsections (c) and (e), and new subsections (g) and (h) filed 5-18-79; effective thirtieth day thereafter (Register 79, No. 20).
3. Renumbering and amendment of former Section 671 to Section 710, and renumbering and amendment of former Section 662.5 to Section 671 filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10). For prior history, see Register 19, No. 41.

§672. Heat Control Use.

Heat control use means the application of water to crops by fine sprays, mists, or sprinklers for the purpose of preventing damage by high temperatures.

Authority: Section 1058, Water Code.

Reference: Sections 1253 and 1260, Water Code.

History: 1. New section filed 1-16-87; effective thirtieth day thereafter (Register 87, No. 10).

AGRICULTURAL—CANNABIS WATER USE ORDINANCE

Garberville Sanitary District has been experiencing an increase in requests for commercial cannabis endeavors and increased water usage but with the additional water demand, we find ourselves trying to supply the requested water, while meeting the potable water needs of other customers.

We do not have the infrastructure necessary to supply the water requested to meet this additional impact to our system, so I propose developing a new water ordinance to address agricultural water usage within GSD boundaries.

Possible Ordinance: 15.9 (new ordinance)

1. COMMERCIAL AGRICULTURAL WATER USE REQUIREMENTS AND RATES

- a. Any person requesting potable water for a commercial agricultural business or operation will be required to submit an application at the District office. This application will include the agricultural product and amount of plants or trees to be grown. This application will be renewed annually or commercial agricultural water will be denied.
- b. This application will include the name and contact information of the owner and tenant of the property as well as the address of property and estimated gallons of water to be used daily during the growing process.
- c. A new water meter and connection fee will be required for every approved commercial agricultural operation or farm and will pay an additional base rate and water usage fee. In the event that Garberville Sanitary District faces drought conditions or limitations on the approved diversion rate, the agricultural water will be turned off, to ensure adequate water for residential use.
- d. The water rate will include the base rate and unit price for the area which this operation is located but will increase to the commercial agricultural rate in Article 15 Rates and fees, Sec 15.9 when water consumption exceeds 20 units per month. The rate will then be \$10/unit regardless of the area this operation is located.
- e. All commercial agricultural operations which request water will have their property inspected by the General Manager or designee, at which time the infrastructure will be evaluated to ensure that it is capable of handling the increased water volume.
- f. In the event the infrastructure is not adequate for the increased volume of water, an agreement will be made with the commercial agricultural operation to

upgrade the infrastructure or work with the District to do so before the application will be approved.

- g. If an infrastructure upgrade is required but the commercial agricultural operation will not pay for or participate in upgrading the infrastructure, the application will be denied.

Any commercial agricultural operation or business will be required to comply with all requirements listed below or be denied future water for the commercial agricultural business.

h. **REASONS FOR DENIED WATER SERVICE**

1. No negative impact to neighbors
2. No excessive pedestrian or vehicle traffic based on site visits and complaints.
3. No excessive signage
4. No excessive noise as determined by the District and complaints
5. No excessive lights, glare or brightness
6. No negative smells determined by District and complaints
7. No negative impact to fire suppression capabilities

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

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

SCHEDULE OF MONTHLY WATER RATES

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

SCHEDULE OF MONTHLY SINGLE FAMILY RESIDENTIAL WASTEWATER RATES

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

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

Non-Single Family Residential/Commercial	Proposed 50% Increase 9/2009	Proposed 3% Increase 7/2010	Proposed 3% Increase 7/2011	Proposed 3% Increase 7/2012	Proposed 3% Increase 7/2013
Base Monthly Charge	varies	varies	varies	varies	varies
Consumption Charge \$/hcf					
Low	\$1.89	\$1.95	\$2.01	\$2.07	\$2.13
Domestic	2.36	2.43	2.50	2.58	2.66
Medium	3.54	3.65	3.76	3.87	3.98
<u>High</u>	4.72	4.86	5.01	5.16	<u>5.31</u>

All non-single family water customers (multi-family, commercial, irrigation) will be billed a monthly meter charge based on meter size plus a uniform consumption charge for all water consumed.

SCHEDULE OF MONTHLY WATER RATES

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

Current Charges With 1.5" Meter

WAC15---Commercial Water Base Rate (**1.5" meter**) and Consumption: \$240.87 + (15 Units x 2.67)=\$40.05--Total=\$280.92

CSB01---Commercial Sewer Base Rate: \$184.17

CSC03---Commercial Sewer Consumption (15 Units) x \$3.59 = \$53.73

Total Monthly Charge Water and Sewer---**\$518.82**

Possible Action With 3/4" Meter

WAC15---Commercial Water Base Rate (**3/4" meter**) and Consumption: \$60.22 + (15 Units x 2.67) = \$40.05---Total= \$100.27

CSB01---Commercial Sewer Base Rate: \$2.67 x 15 units (\$40.05) + (\$79.65) Sewer Consumption= \$119.70

CSC03---Commercial Sewer Consumption 15 Units x \$5.31 = \$79.65

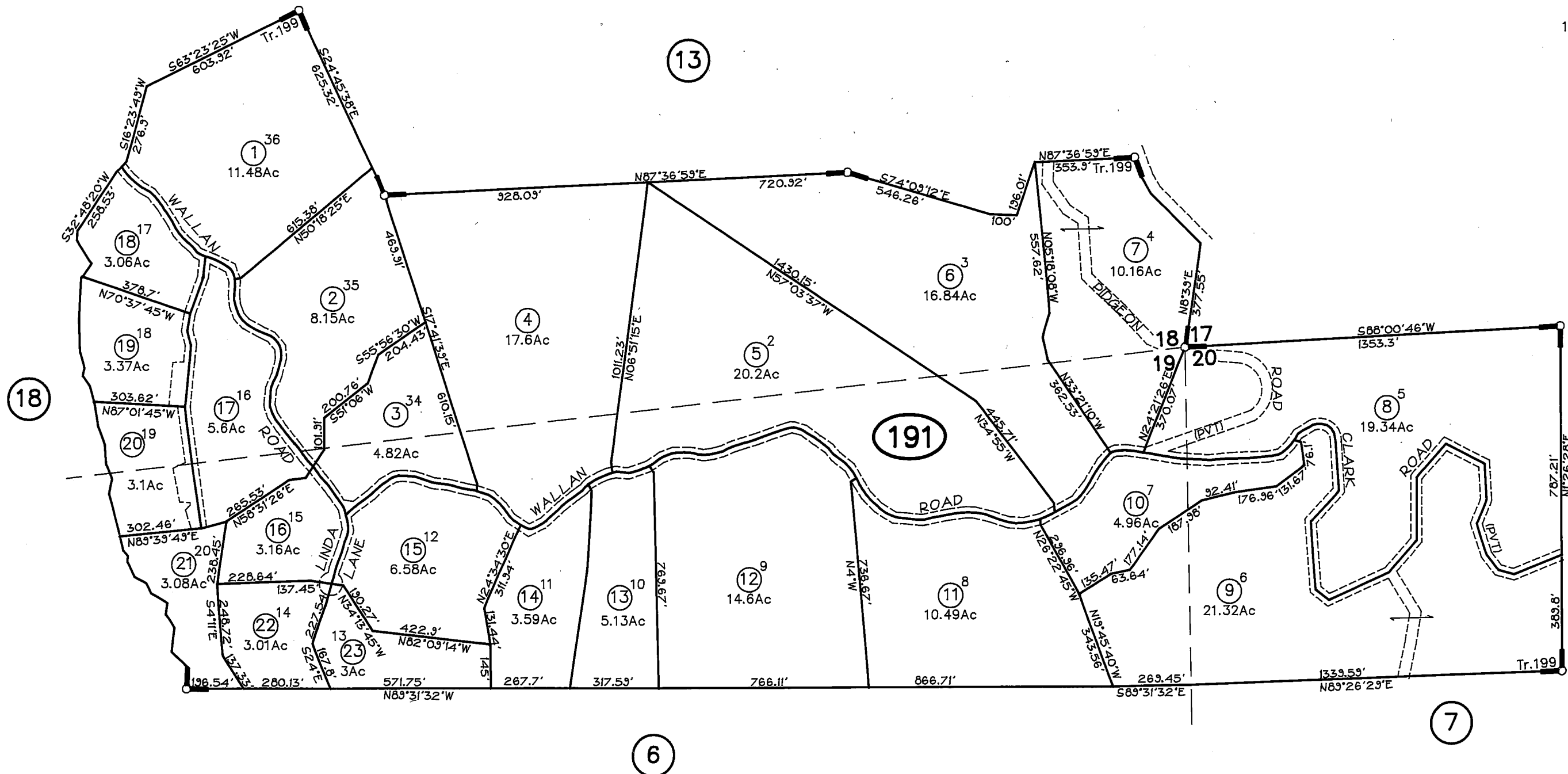
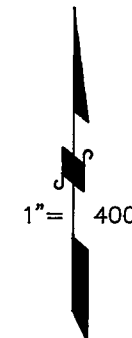
Total Monthly Charge-Water and Sewer---**\$299.62**

ASSESSOR'S PARCEL MAP

1. THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY.
2. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE DATA SHOWN.
3. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT-SPLIT OR BUILDING SITE ORDINANCES.

PTN. SECS. 18, 19 & 20 T.4S., R.4E., H.B. & M.

223-19

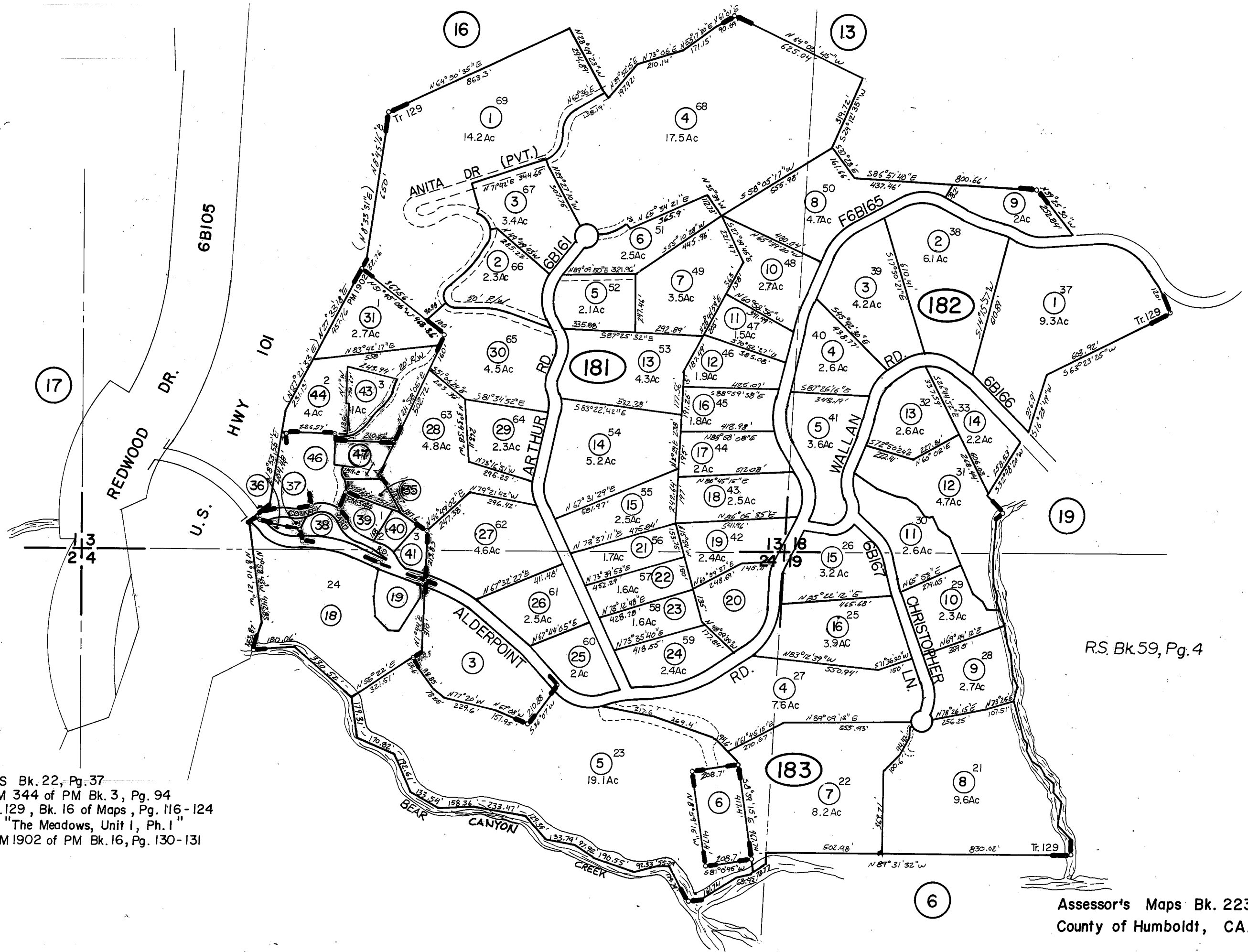
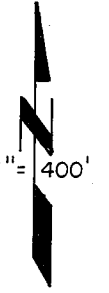


Tr.199, Bk.17 of Maps, Pg.146-153
The Meadows Sub'd. Unit 1, Phase 2

Assessor's Map Bk. 223, Pg.19
County of Humboldt, CA.

NOTE - Assessor's Block Numbers Shown in Ellipses
Assessor's Parcel Numbers Shown in Circles.





RS Bk. 22, Pg. 37
PM 344 of PM Bk. 3, Pg. 94
Tr. 129, Bk. 16 of Maps, Pg. 116-124
"The Meadows, Unit I, Ph. I"
PM 1902 of PM Bk. 16, Pg. 130-131

R.S. Bk. 59, Pg. 4



GARBERVILLE SANITARY DISTRICT

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

BOARD AGENDA MEMORANDUM

Meeting Date: August 29, 2017
To: Garberville Sanitary District Board of Directors
From: Jennie Short, Consultant Project Manager
Subject: Contract for Accounting Services

GENERAL OVERVIEW

For the past 15 years, Jamie Corsetti, CPA has been providing the monthly and annual accounting services for the District. While the District employs accounting staff that take care of the accounts receivable (bills and payments for water and sewer services), the accounts payable, and payroll tasks, there are higher level accounting tasks that our staff has not been capable of performing. These services generally include monthly reconciliation of all cash, asset, and liability account balances, depreciation schedules, monthly allocation of annual prepaid expenses, including worker's compensation prepaid expenses to appropriate expense classes, verification of capitalization of appropriate expenditures, and various other reconciliation efforts. Ms. Corsetti's staff has supplied those services as well as assistance during the annual audit. In addition to monthly and yearly accounting services, Ms. Corsetti prepares and submits the District's annual State Controller's Report.

With the recent changes to GSD staffing, Ms. Corsetti has notified the District that the number of hours spent performing the monthly accounting tasks has risen to a point that she no longer has sufficient staff to be able to continue to perform these tasks. Ms. Corsetti has given the District notice that they will no longer be able to provide monthly accounting services to the District. They have agreed to stay on through getting the District's books reconciled for the 6/30/17 audit and will assist in transitioning to a new Accountant or getting your in-house employees up to speed on what needs to be done. Ms. Corsetti's estimate is that will take through 9/30/17. She has been very good about being willing to help us through a smooth transition to a new Accountant. She is also willing to continue to prepare and submit the District's annual State Controller's Report.

When we received this notice, I met with several accountants to ascertain availability and willingness to perform the necessary services. Through these various meetings, Wyatt, Whitchurch, and Anderson have the staff that is available and qualified to step into Ms. Corsetti's staff's place and perform the monthly and year end accounting services.

Attached you will find an engagement letter from Wyatt, Whitchurch and Anderson detailing the services that they will be providing and the fees that will be charged for these services. The billing rates quoted are comparable with those charged by Ms. Corsetti's office. There will be additional monthly expense associated with retaining a new firm and them getting accustomed to our books and operations.

STAFF RECOMMENDATION FOR BOARD ACTIONS

Staff recommends that the Board:

1. Approve the engagement letter from Wyatt, Whitchurch, and Anderson for accounting services as described
2. Authorize the Board Chair to sign the letter on behalf of the District

ATTACHMENTS

Wyatt, Whitchurch & Anderson engagement letter
Wyatt, Whitchurch & Anderson Curriculum Vitae



August 24, 2017

Garberville Sanitary District
P.O. Box 211
Garberville, CA 95542-0211

Dear Board of Directors:

We appreciate the opportunity to work with Garberville Sanitary District. This letter is to outline the terms of our engagement to provide bookkeeping services with Garberville Sanitary District as well clarify the nature and extent of the services we will provide and to confirm an understanding of our mutual responsibilities.

We will perform the monthly bookkeeping function of Garberville Sanitary District by reconciling all cash receipts and cash disbursements in QuickBooks from bank statements and other information provided to us. Garberville Sanitary District agrees to provide us with the following documents (in paper or electronic format) on a monthly basis: bank statements, sales reports, accounts receivable backup and insurance and loan information as needed.

Each month we will reconcile Garberville Sanitary District's checking accounts with the bank statements for proper account balance and to identify reconciling items that may require adjustments to your books and records. We will make correcting entries directly into QuickBooks and identify the source of each adjustment. We will also reconcile all other asset accounts, loan balances, and other liability accounts as well as update depreciation schedules as necessary, using information provided to us. Upon completion of all reconciliations and posting of adjustments, we will return the QuickBooks file to you in a mutually agreed upon format. It is very important that all new transactions and data be added to the reconciled QuickBooks file that you receive from Wyatt, Whitchurch & Anderson, Inc. It is your responsibility to verify that you are using the most recent file to avoid corrupting data by inadvertently entering information into an old file. Please call us if you have any questions about identifying the most recent file. Unless you provide us with a new backup file, you must notify us of all changes you make to the most recent QuickBooks file as soon as you make them.

We will not prepare your payroll or make payroll tax deposits. However, we will prepare the quarterly and annual payroll tax returns including annual W-2 and 1099 forms. Your payroll tax reports may be electronically filed with the appropriate taxing agencies. We will provide you with a copy of your final returns for review and for your records. Garberville Sanitary District will be responsible for all payroll calculations and deposits. If you feel that you need assistance with your payroll or have made a mistake,

please let us know immediately so that we may help you with reconciling or identifying any errors. Wyatt, Whitchurch & Anderson, Inc. assumes no liability for the payroll tax deposits and will rely on the accuracy and completeness of the information provided to us in connection with the preparation of your payroll tax reports. Failure to disclose or inadequate disclosure of information may result in the imposition of penalties and interest charges. Garberville Sanitary District represents that the information provided will be accurate and complete to the best of your knowledge.

We will reconcile sales and accounts receivable and review disbursements based upon information you provide to us related to the nature of the item. As our services are limited in nature, we do not verify or audit any of the information you provide to us. If we notice that an amount appears unusual or out of the ordinary, we will call it to your attention, but our engagement cannot be relied upon to disclose errors, fraudulent financial reporting, misappropriation of assets, or illegal acts that may have occurred. However, we will inform the appropriate level of management of any material errors and of any evidence or information that comes to our attention during the performance of our engagement that fraud may have occurred. We will also report to the appropriate level of management any evidence or information that comes to our attention regarding illegal acts that may have occurred, unless they are clearly inconsequential.

By your signature below, you understand and agree that you are responsible for preventing and detecting fraud. Should you wish us to expand our procedures to include additional work and investigations, we will arrange this with you in a separate letter.

It is our policy to keep records related to this engagement for seven years. However, Wyatt, Whitchurch & Anderson, Inc. does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies.

By your signature below, you acknowledge and agree that upon the expiration of the seven-year period Wyatt, Whitchurch & Anderson, Inc. shall be free to destroy our records related to this engagement.

This engagement does not include the preparation of financial statements. Any additional accounting services requested will be outlined in a separate engagement letter and billed separately. This may include, but is not limited to, business or personal accounting write-up work, financial statement, or any compliance services including handling license or filing renewals.

Our professional fees will be based upon the amount of time required at our standard billing rates plus out-of-pocket expenses. Bookkeeping hourly rates begin at \$85 per hour. Tax, financial, and consulting hourly rates vary from \$85 to \$200 per hour. This fee is based upon the individual providing the services as well as the complexity of the work to be performed. A 30 day notice will be given for any rate increases. All invoices are due and payable upon presentation. We will bill on a monthly basis. Billings become delinquent if not paid within 30 day of the invoice date. If billings are past due in excess of 60 days, at our election, we may stop all work until your account is brought current, or withdraw from this engagement. Garberville Sanitary District acknowledges and agrees that we are not required to continue work in the event of Garberville Sanitary District's failure to pay on a timely basis for services rendered as required by this engagement letter. Garberville Sanitary District further acknowledges and agrees that in the event we stop work or withdraw from this engagement as a result of Garberville Sanitary District's failure to pay on a timely basis for services rendered as required by this engagement letter, we shall not be liable to Garberville Sanitary District of any damages that occur as a result of our ceasing to render services.

Again, we appreciate the opportunity to be of service to Garberville Sanitary District. If the foregoing is in accordance with your understanding, please sign the copy of this letter in the space provided and return it to Wyatt, Whitchurch & Anderson, Inc. in acknowledgement of your acceptance. We will not initiate services until we receive the executed engagement agreement.

Sincerely,

Carolyn Anderson, CPA
Wyatt, Whitchurch & Anderson, Inc.

APPROVED:

Linda Broderson, Chair
Garberville Sanitary District Board of Directors

Date



Curriculum Vitae

Wyatt, Whitchurch & Anderson Inc., specializes in tax planning and preparation services, estate and trust planning and tax preparation, IRS audit representation, bookkeeping, and business planning. As a small firm we are able to provide our individual and business clients personalized quality service. Our services vary widely from client to client and range from substantially maintaining all financial records to completing annual tax returns.

Gary L. Wyatt, EA, is the founder and a shareholder of Wyatt, Whitchurch, & Anderson, Inc. He is an Enrolled Agent (EA) licensed by the IRS and has over forty-eight years of experience. Gary is a member of the International Accountants Society, Society of California Accountants, and the National Association of Enrolled Agents. His experience and specialization in tax preparation and bookkeeping has given him a unique perspective for providing excellent service to individuals and small businesses. Over the past forty-eight years in practice Gary has had experience with many tax audit situations, several business client fraud investigations, and has been an expert witness during several client court cases.

Patrick E. Whitchurch, EA, is a shareholder of Wyatt, Whitchurch, & Anderson, Inc. He is an Enrolled Agent (EA) licensed by the IRS and has twenty years of experience. He holds a B.S. from Oregon State University and is a member of the National Association of Enrolled Agents. Patrick has comprehensive experience in individual and corporate financial, business and tax planning. In the past twenty years he has represented clients in IRS audits and assisted clients in investigating fraud.

Carolyn M. Anderson, CPA, is a shareholder of Wyatt, Whitchurch, & Anderson, Inc. She is a Certified Public Accountant (CPA) licensed in the state of California with seventeen years of experience. She holds a B.A. from Sonoma State University, and is a member of the American Institute of Certified Public Accountants. Carolyn has experience working in private sector accounting as well as in public accounting giving her a distinct outlook and understanding in accounting. Over her ten years of experience in public accounting she has experience in government and corporate audits and client fraud research and investigation.

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

(a) Customer Bills:

Bills will be mailed by the first day of each month.

(b) Late Payment Procedures:

Bills past due—Courtesy call

30 days past due – Shut off notice – **Hand delivered**

40 days past due – Water will be turned off – Notify owner

60 days past due – Lien on building/property – Small claims

120 days past due – Turn over to collection agency

(c) Adjustment to bills—Payment plans

The General Manager or designee will be the only person authorized to make adjustments to a bill or enter into a payment plan



GARBERVILLE SANITARY DISTRICT

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

RESOLUTION NO. 17-010

A RESOLUTION OF THE GARBERVILLE SANITARY DISTRICT AUTHORIZING THE WATER ORDINANCE, ARTICLE 9: SEC 9.5 PAYMENT OF BILLS TO BE CHANGED IN ACCORDANCE WITH MORE ACCURATE BILLING PRACTICES.

WHEREAS, the Garberville Sanitary will change Sec 9.5 to address billing practices, past due bills and the procedures which will take place for non-payment.

WHEREAS, This new ordinance will require customers to pay all service charges or be subject to late charges, disconnection of service and re-connection fees.

WHEREAS, When service charges and reconnection fee are not paid, the bill will be sent to the owner of the property and the GSD collection process will proceed.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, That Article 9, Sec: 9.5 will be changed to state that bills are mailed by the first of each month and will be due and payable by 4:30pm on the 25th of each month. When bills are not paid on time there will be a \$5 late charge applied and the Late Payment Ordinance will be followed.

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

(a) Customer Bills:

Bills will be mailed by the first day of each month.

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120 days past due – Turn over to collection agency

(c) Adjustment to bills—Payment plans

The General Manager or designee will be the only person authorized to make adjustments to a bill or enter into a payment plan

**PASSED, APPROVED AND ADOPTED this 29th day of August, 2017
by the following roll call vote:**

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Board Chair Person:

Linda Brodersen

Date

Clerk of Board:

Ralph Emerson, General Manager

Date

Past Due Report

08/22/2017

Past Due Printing Group: Past Due Notice Printing Group (ORDER BY SBW, FirstName, SBW, ServiceAddress, M, ReadSequence)

Account	Route	Name	Past Due	0 - 30	31 - 60	61 - 90	91 - 120	121 +	Balance
261	03	[REDACTED] Business	50.49	880.18	50.49	0.00	0.00	0.00	930.67
337	02	[REDACTED]	0.91	100.21	0.91	0.00	0.00	0.00	101.12
108	01	[REDACTED]	95.21	100.21	95.21	0.00	0.00	0.00	195.42
345	03	[REDACTED]	18.92	222.06	18.92	0.00	0.00	0.00	240.98
235	03	[REDACTED]	69.02	132.66	69.02	0.00	0.00	0.00	201.68
132	01	[REDACTED] Business	55.05	818.42	55.05	0.00	0.00	0.00	873.47
126	01	[REDACTED] Business	75.01	104.80	75.01	0.00	0.00	0.00	179.81
266	02	[REDACTED]	17.67	135.51	17.67	0.00	0.00	0.00	153.18
238	02	[REDACTED]	106.12	128.76	106.12	0.00	0.00	0.00	234.88
166	01	[REDACTED]	236.33	147.11	154.81	81.52	0.00	0.00	383.44
125	01	[REDACTED]	125.44	165.22	65.22	60.22	0.00	0.00	290.66
257 257	03	[REDACTED] NO INFO	3,106.40	65.22	65.22	3,041.18	0.00	0.00	3,171.62
007	01	[REDACTED]	151.48	156.48	151.48	0.00	0.00	0.00	307.96
459	02	[REDACTED]	202.62	100.21	103.81	98.81	0.00	0.00	302.83
240	01	[REDACTED]	905.95	131.31	144.26	180.81	159.66	421.22	1,037.26
151	02	[REDACTED] Business	1,123.15	100.21	200.21	100.21	100.21	722.52	1,223.36
403-02	01	[REDACTED]	159.31	5.00	5.00	72.57	68.72	13.02	164.31
220	02	[REDACTED]	98.81	104.51	98.81	0.00	0.00	0.00	203.32
410-01	02	[REDACTED]	149.16	5.00	5.00	5.00	139.16	0.00	154.16
378	03	[REDACTED]	17.41	342.79	17.41	0.00	0.00	0.00	360.20
368	01	[REDACTED] Business	10.00	205.07	10.00	0.00	0.00	0.00	215.07
082	01	[REDACTED] Business	276.57	480.06	276.57	0.00	0.00	0.00	756.63
023	01	[REDACTED]	45.58	118.21	45.58	0.00	0.00	0.00	163.79
052	01	[REDACTED]	123.92	126.91	123.92	0.00	0.00	0.00	250.83

08/22/2017

Past Due Report

Past Due Printing Group: Past Due Notice Printing Group (ORDER BY SBW, FirstName, SBW, ServiceAddress, M, ReadSequence)

Account	Route Name	Past Due	0 - 30	31 - 60	61 - 90	91 - 120	121 +	Balance
048	02	68.88	110.31	68.88	0.00	0.00	0.00	179.19
208	02	167.37	119.16	113.91	53.46	0.00	0.00	286.53
375	01	0.28	118.21	0.28	0.00	0.00	0.00	118.49
27 Statements		7,457.06	5,223.80	2,138.77	3,693.78	467.75	1,156.76	12,680.86
27 Accounts 0 Landlords								

Past Due Total By Charge	
WATER	7,666.11
Comm Sewer Base	1,552.45
Comm Sewer Cons	756.77
Res Sewer	1,742.36
Water Zone	37.89
L/C	325.28
Reconnect Fee	600.00

7.2 Smoking Policy

GSD is committed to providing a safe and healthy environment for employees and visitors. Therefore, smoking **any substance** is not permitted in the workplace.

7.3 Alcohol, **Marijuana** and Drug Use Policy

In accordance with our general personnel policies, whose overriding concern is a regard for the employee as an individual as well as a worker, GSD has adopted the following policy:

- a. We believe alcoholism and drug dependencies are illnesses and should be treated as such.
- b. **We believe the majority of employees who develop these dependencies can be helped to recover, and the District shall offer or facilitate appropriate assistance for the employee.**
- c. **We believe it is in the best interest of employees and the District that when alcoholism or drug dependency is present, it should be diagnosed and treated at the earliest possible stage. We believe the decision to seek diagnosis and accept treatment for any suspected illness is the responsibility of the employee. However, continued refusal of an employee to seek treatment when it appears that substandard performance may be caused by any illness is not tolerated.**
- d. **We believe the decision to seek diagnosis and accept treatment for any suspected illness is the responsibility of the employee. However, continued refusal of an employee to seek treatment when it appears that substandard performance may be caused by any illness is not tolerated.**
- e. **We believe it is in the best interest of employees and the District that when alcoholism or drug dependency is present, it should be diagnosed and treated at the earliest possible stage.** The District requires all new employees to pass a drug screening, and may, at its discretion, require further drug screening. **The District reserves the right to screen employees for drug use as permitted by law including random drug screening of all employees, including managers, as well as drug and alcohol testing of individuals for cause**
- f. Confidential handling of the diagnosis and treatment of alcoholism or drug dependency will be the responsibility of the **appropriate manager General Manager or designee and the District Administrator.**
- g. **The objective of this policy is to retain employees who may develop alcohol or drug dependency by helping them to arrest its further advance before the condition renders them unemployable. Any employee who uses doctor prescribed drugs including medical marijuana must report such use to the General Manager or designee and be approved prior to employment or assigned tasks.**
- h. **All employees should be aware that the use of alcohol or any drugs interfering with safe and efficient functioning on the job is a matter of District concern and will be dealt with in an appropriate manner.**
- i. Employees are prohibited from drinking alcoholic beverages **or using unauthorized drugs** on company time or on company premises., **reporting to work or driving a District vehicle while under the influence of alcohol or drugs.** Employees are prohibited from working, driving a District vehicle or appearing on Garberville Sanitary District premises under the influence of or in the possession of alcohol, illegal drugs, controlled substances, prescription drugs, or over-the-counter remedies that may impair the employee's ability to function, or that may endanger the safety of others.
- j. Substantial evidence of illegal actions on the job, including the use of illegal drugs, when such actions can be traced to specific employees, will be reported to the appropriate authority and will result in disciplinary action by the District.
- k. Employees convicted of illegal drug traffic charges will be immediately terminated. Employees found to be involved in such traffic on company premises or during working hours will be terminated and reported to the appropriate authorities.

- I. All employees must pass a drug and alcohol screen prior To employment to beginning their duties. (See section 3.3.) The District reserves the right to screen employees for drug use as permitted by law including random drug screening of all employees, including managers, as well as drug and alcohol testing of individuals for cause.