

**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**

**March 22, 2016
5:00 p.m. – Open Public Session**

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

- I. REGULAR MEETING CALLED TO ORDER**
- II. ESTABLISHMENT OF QUORUM**
Rio Anderson __, Linda Brodersen __, Doug Bryan __, Richard Thompson __, Gary Wellborn __
- III. APPROVAL OF AGENDA** - Action to add or delete items from any portion of the agenda or to discuss any consent agenda items must be taken prior to adoption of the agenda.
- IV. PUBLIC COMMENT ON ANY ITEM ON THE CLOSED SESSION AGENDA**
- V. CLOSED SESSION** ----No Closed Session
- VI. OPEN 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.
- 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

General Public / Community Groups

Correspondence: Cal Fire Invoice

Operations Staff: Ron -- Update on BOD/SS Requirements from State Water Board

Office Staff: Tina - Update on depreciation

Board Members:

General Manager—Ralph Emerson

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 before consideration of that item. The Board reserves the right to limit the time of presentation by individuals and groups

IX. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

Notice to the Public

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

- A.1 Approve Financials - pg 6
 - A.2 Approve 2/23/16 Regular Meeting Minutes - pg 32
 - A.3 Operations Safety Report- pg 36
- Motion: Second: Vote:**

B. GENERAL BUSINESS – Action items

Notice to the Public

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

- B.1 Rate Study Proposal - Discussion possible action
- Motion: Second: Vote:**
- B.2 New District Web Site - Information only
- Motion: Second: Vote:**
- B.3 Purchase New Utility Truck pg 37
- Motion: Second: Vote:**
- B.4 LAFCO official Ballot for Nominee-Humboldt County pg 38
- Motion: Second: Vote:**
- B.5 Declaration of Solar Panel as Surplus Property
(Information provided at meeting)
- Motion: Second: Vote:**

C. POLICY REVISION / ADOPTION

- C.1 Water Ordinance, Article 7: Section 7.6, 1-3 Cross Connection pg 42
(Second Reading) Resolution #16-001
- Motion: Second: Vote:**
- C.2 Water Ordinance, Article 7: Section 7.9, 1-5 Backflow Prevention pg 43
(Second Reading) Resolution # 16-002
- Motion: Second: Vote:**

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 before consideration of that item. The Board reserves the right to limit the time of presentation by individuals and groups

C.3 Water Ordinance, Article 10: Section 10.8 Abandonment Charge pg 48
(Third Reading) Resolution # 16-003

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

C.4 Water Ordinance, Article 10: Section 10.9, Discontinuance of Service pg 48
(Third Reading) Resolution # 16-004

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

C.5 Water Ordinance, Article 12: Public Fire Protection pg 49
(First Reading)

X. ITEMS FOR NEXT BOARD MEETING

1. First Budget Review 2016/2017
2. Second Reading, Water Ordinance, Article 12: Public Fire Protection
3. Open Bids and award sale of Surplus Solar Panel
- 4.

XI. ADJOURNMENT

Next Board Meeting April 26, 2016

Posting of Notice at the District Office no later than March 18, 2016: 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
919 Redwood dr.
Garberville, CA. 95542
Office(707)923-9566 Fax(707)923-3130

INVOICE FOR WATER USAGE

2015 Humboldt County fires:

March 8, 2016

Cal Fire,

During the summer of 2015, several fires were going in Southern Humboldt County and Garberville Sanitary District was asked to provide water for fire suppression and base camp.

The price that was agreed was to be \$4.41 per unit (748gallons)

There was 30,000 gallons per day used within the time period of July 30 and August 19, 2015. Total treated water that was taken from Garberville Sanitary District is 600,000 gallons.

Amount due and payable to Garberville Sanitary District is \$3,537

Respectfully Submitted,

Ralph Emerson

General Manager
Garberville Sanitary District

Garberville Sanitary District

PO Box 211

Garberville, CA. 95542

(707)923-9566

remerson@garbervillesd.org

GENERAL MANAGER REPORT

Date: March 22, 2016

With Doug's help I received a Cal Fire contact which is assisting me in analysis of the GSD water used by Cal Fire during the 2015 fire season and with this information we will determine the gallons used and the amount of money Cal Fire will pay GSD.

What is significant about this information along with additional revenue is that during a drought year when customers were conserving water, Cal Fire was using apx 30,000 gallons per day that was treated but not reported as water consumed.

I will keep you informed as we reach an agreement and resolution on this matter. We have purchased a fire hydrant meter which will eliminate guessing in the future and will be a valuable addition for our water monitoring.

Tina, Jennie, Ron and myself have been working on the preliminary 2016-2017 budget and would like to meet with the budget committee on March 28th, 2:00pm to continue fine tuning the Budget with committee input.

Staff has weathered the storms well and the treatment facilities worked well to treat water and reduce turbidity.

I am working on having bulk liquid chlorine delivered so as to eliminate overall chemical costs and repairs to the generation unit and cells. There are advantages to generating our own chemicals for treatment but the maintenance and staff time is excessive. I have used many chemical companies over the years but Brenntag is the one which has been the most reliable and they currently deliver to Eureka weekly which will allow us to be on their route. A quote is being worked on so that we can analyze total chemical costs.

I would like to set up another joint Board study session and will give some dates to see what works for the entire Board. Last year we had it at Calicos but can meet anywhere you would like. Please provide topics you would like to discuss so I can put an agenda together and gather discussion topic material and support data.

Respectfully Submitted:

Ralph Emerson



GARBERVILLE SANITARY DISTRICT

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

Financial Report as of February 29, 2016				
1	Operating Account		\$116,258.28	
2	WRF Account		\$72,507.80	
3	SRF Account		\$75,065.39	
4	Water Enterprise Fund		\$46,138.82	
5	County Treasury - Sewer Reserve		\$318,588.65	
6	County Treasury - Water Reserve		\$235,495.81	
7	Petty Cash & Cash Drawer		\$299.09	
8			\$864,353.84	
9	Revenue and Expenses for February (2-1-16 to 2-29-16)			
10	Revenue			
11	Water Charges		\$36,569.62	
12	Sewer Charges		\$29,559.37	
13	Late Charges		\$330.00	
14	Connection Fees		\$0.00	
15	Other Revenue		\$25.00	
17	Total Revenue		\$66,483.99	
18	Expenses			
19	Administrative		\$12,414.78	
20	Payroll		\$14,626.01	
21	Rent		\$835.00	
22	Sewer (PR, monitoring, repairs & Utilities)		\$7,724.04	
23	Water (PR, monitoring, pumping, repairs, & Utilities)		\$13,152.03	
24	Total Expenses		\$48,751.86	
25	Net Operating Revenue		\$17,732.13	
26	Depreciation			
27	Water Depreciation		\$26,457.33	
28	Sewer Depreciation		\$13,713.17	
29	Total Depreciation		\$40,170.50	
30	Interest expense		\$1,015.72	
31	Interest income		\$53.86	
32	NET INCOME		<u><u>-\$23,400.23</u></u>	

**Garberville Sanitary District
Register QuickReport
February 2016**

		Date	Num	Memo	Amount
1	101 Netlink				
2		02/10/2016	7997	internet	-220.00
3	Total 101 Netlink				-220.00
4	3T Equipment Company Inc.				
5		02/24/2016	8032	Triad Sonde-Camera Receiver - Pipe Locator	-2,022.61
6	Total 3T Equipment Company Inc.				-2,022.61
7	Amazon.com				
8		02/01/2016	2/15297	Labels for WWTP	-18.65
9		02/01/2016	2/1-5298	Jacket liner	-142.43
10		02/05/2016	2/5vest	Ron's Safety Vest	-152.18
11	Total Amazon.com				-313.26
12	Anderson, Lucas, Somerville & Borges				
13		02/10/2016	7998	final billing for June 30 2015 audit and single audit	-750.00
14	Total Anderson, Lucas, Somerville & Borges				-750.00
15	Avast				
16		02/02/2016	2/6avast	3 yr internet security AP PC	-80.83
17	Total Avast				-80.83
18	Blue Star Gas				
19		02/10/2016	7999	office	-111.32
20		02/24/2016	8033	VOID: office	0.00
21		02/24/2016	8042	Office	-74.81
22	Total Blue Star Gas				-186.13
23	Branscomb Center				
24		02/10/2016	8000	Multi Meter and Mini Clips	-57.76
25	Total Branscomb Center				-57.76
26	C & K Market Inc.				
27		02/03/2016	2/39368	Staff meeting	-19.66
28		02/10/2016	8001	distilled water	-5.98
29		02/23/2016	2/239368	2/16 Board Meeting	-40.55
30		02/24/2016	2/249368	Staff Meeting	-17.17
31	Total C & K Market Inc.				-83.36
32	Capital Bank & Trust				
33		02/09/2016	53718	557880519	-852.47
34		02/09/2016	43718	025158148	-281.99
35		02/22/2016	45719	557880519	-853.28
36		02/22/2016	35719	025158148	-283.16
37	Total Capital Bank & Trust				-2,270.90
38	CITRIX				
39		02/04/2016	2/4debit	go to meeting	-78.00
40	Total CITRIX				-78.00
41	Copiers Plus				
42		02/10/2016	8002	Maintenance Agreement for Toshiba	-620.00
43	Total Copiers Plus				-620.00
44	Crystal Springs Bottled Water				
45		02/10/2016	8003	rental	-10.00
46		02/24/2016	8034	water	-5.00
47	Total Crystal Springs Bottled Water				-15.00
48	Dazey's Building Center				
49		02/10/2016	8004	VOID:	0.00
50		02/10/2016	8017	SWTP Office	-3,243.77
51		02/24/2016	8035	Miranda & Misc	-400.30

**Garberville Sanitary District
Register QuickReport
February 2016**

		<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
52	Total Dazey's Building Center				-3,644.07
53	Doug Bryan				
54		02/23/2016	8029	3/15 - 12/15 board meetings	-250.00
55	Total Doug Bryan				-250.00
56	EDD				
57		02/09/2016	241056	499-0538-3	-495.72
58		02/09/2016	240056	499-0538-3	-484.76
59		02/22/2016	33056	499-0538-3	-286.17
60		02/22/2016	32056	499-0538-3	-486.75
61	Total EDD				-1,753.40
62	Emerald Technologies				
63		02/11/2016	8019	USB Cables	-15.93
64	Total Emerald Technologies				-15.93
65	Eureka Oxygen Company				
66		02/24/2016	8036	refill argon	-80.44
67	Total Eureka Oxygen Company				-80.44
68	Fillmore Construction, Inc.				
69		02/05/2016	7988	SWTP - Remodel	-14,000.00
70	Total Fillmore Construction, Inc.				-14,000.00
71	Fluentstream Tech				
72		02/09/2016	2/9debit	phones	-134.17
73	Total Fluentstream Tech				-134.17
74	GOLDAK INC.				
75		02/11/2016	8018	Upgrade to Latest Software & add Line Tracing Mode	-300.00
76	Total GOLDAK INC.				-300.00
77	HACH COMPANY				
78		02/10/2016	8005	Equipment repair	-429.57
79	Total HACH COMPANY				-429.57
80	IRS				
81		02/09/2016	191397	68-0296323	-2,819.72
82		02/22/2016	317730	68-0296323	-2,860.22
83	Total IRS				-5,679.94
84	Jamie Corsetti, CPA				
85		02/10/2016	8006	Monthly accounting, W2s amd 1099s	-963.33
86	Total Jamie Corsetti, CPA				-963.33
87	KEENAN SUPPLY				
88		02/24/2016	8037	two spring check valve- water treatment	-255.85
89	Total KEENAN SUPPLY				-255.85
90	Linda Broderson				
91		02/23/2016	8030	3/15-12/15 board meetings	-250.00
92	Total Linda Broderson				-250.00
93	North Coast Laboratories Ltd.				
94		02/10/2016	8007	Monitoring	-1,545.00
95		02/24/2016	8038	Monitoring	-1,145.00
96	Total North Coast Laboratories Ltd.				-2,690.00
97	Parkinson Building Materials				
98		02/10/2016	8008	SWTP office	-1,021.73
99	Total Parkinson Building Materials				-1,021.73
100	PG&E				
101		02/10/2016	8009	1/16 SWTP	-1,354.57
102		02/11/2016	8020	PG&E	-2,632.89

**Garberville Sanitary District
Register QuickReport
February 2016**

	Date	Num	Memo	Amount
103 Total PG&E				-3,987.46
104 Pitney Bowes Purchase Power				
105	02/05/2016	2/5ach	1/16 postage	-208.99
106 Total Pitney Bowes Purchase Power				-208.99
107 R. Anderson				
108	02/23/2016	8031	3/15 - 12/15 board meetings	-450.00
109 Total R. Anderson				-450.00
110 Ralph Emerson				
111	02/24/2016	8039	reinburse part of phone bill	-50.00
112 Total Ralph Emerson				-50.00
113 Recology Humboldt County				
114	02/10/2016	8010	trash bin	-17.38
115 Total Recology Humboldt County				-17.38
116 Redwood Merchant Services				
117	02/02/2016	2/2ach	1/16 bank cd fees	-40.60
118	02/29/2016	2/29bkcdfee	2/16 bank card processing fees	-74.71
119 Total Redwood Merchant Services				-115.31
120 RENNER				
121	02/10/2016	2/10debit	Fuel	-983.29
122 Total RENNER				-983.29
123 Ruiz Ricardo				
124	02/05/2016	7996	1/16 meter reading mileage	-17.36
125 Total Ruiz Ricardo				-17.36
126 Rural Community Assistance Program				
127	02/04/2016	2/4ach	1/16 Alpn Rd Tank Ln	-4,717.81
128 Total Rural Community Assistance Program				-4,717.81
129 SDRMA				
130	02/10/2016	8011	medical insurance	-3,705.66
131 Total SDRMA				-3,705.66
132 Sentry III Center				
133	02/10/2016	8012	rent	-835.00
134 Total Sentry III Center				-835.00
135 Sherwood Forest Motel				
136	02/24/2016	8040	Payment for 1/2 Gate	-244.00
137 Total Sherwood Forest Motel				-244.00
138 Umpqua Bank				
139	02/22/2016	2/22debit	1/16 bank fees	-143.90
140 Total Umpqua Bank				-143.90
141 US Cellular				
142	02/10/2016	8013	cell phones	-334.19
143 Total US Cellular				-334.19
144 USPS				
145	02/11/2016	2/115297	postage for pipe locator	-12.75
146 Total USPS				-12.75
147 VERIZON				
148	02/10/2016	8014	1/16 phone bill	-471.65
149	02/24/2016	8041	SWTP	-57.52
150 Total VERIZON				-529.17
151 Wells Fargo				
152	02/11/2016	8021	Copier Lease	-90.72
153 Total Wells Fargo				-90.72

Garberville Sanitary District
Register QuickReport
February 2016

	Date	Num	Memo	Amount
154 Working Person's Store				
155	02/05/2016	2/5Polo	Brian's Safety Shirts	-57.92
156 Total Working Person's Store				-57.92
157 WYCKOFF'S				
158	02/10/2016	8015	VOID:	0.00
159	02/10/2016	8016		-259.49
160 Total WYCKOFF'S				-259.49
161 Arreguin, Daniel J				
162	02/05/2016	7989		-1,475.56
163	02/19/2016	8022		-1,496.79
164 Total Arreguin, Daniel J				-2,972.35
165 Baptist-Chavez, Tiffane T				
166	02/05/2016	7990		-277.78
167	02/19/2016	8023		-360.08
168 Total Baptist-Chavez, Tiffane T				-637.86
169 Copenhafer, Ronald				
170	02/05/2016	7991		-1,462.68
171	02/19/2016	8024		-1,393.51
172 Total Copenhafer, Ronald				-2,856.19
173 Emerson, Ralph K				
174	02/05/2016	7992		-2,100.51
175	02/19/2016	8025		-2,100.52
176 Total Emerson, Ralph K				-4,201.03
177 Miller, Brian A				
178	02/05/2016	7993		-1,295.30
179	02/19/2016	8026		-1,355.16
180 Total Miller, Brian A				-2,650.46
181 Ruiz, Ricardo				
182	02/05/2016	7994		-329.22
183	02/19/2016	8027		-260.63
184 Total Ruiz, Ricardo				-589.85
185 Stillwell, Christina				
186	02/05/2016	7995		-1,013.11
187	02/19/2016	8028		-1,109.92
188 Total Stillwell, Christina				-2,123.03
189 TOTAL				-70,957.45

Garberville Sanitary District Statement of Cash Flows July 2015 through February 2016

			Jul '15 - Feb 16
		OPERATING ACTIVITIES	
1		Net Revenue	(208,304.63)
2		Adjustments to reconcile Net Revenue	
3		to net cash provided by operations:	
4		1100 · Accounts Receivable	28,515.85
5		1110 · Accts Receivable Over Payments	2,664.66
6		1500 · Prepaid Insurance	5,045.08
7		1501 · Prepaid Workers Comp	17,021.09
8		1502 · Prepaid Expenses	2,272.00
9		1510 · Prepaid Licenses and Permits	(6,512.32)
10		2000 · Accounts Payable	(158,698.59)
11		*Accounts Payable	1,059.50
12		2205 · Accrued Simple	(2.50)
13		Net cash provided by Operating Activities	(316,939.86)
14		INVESTING ACTIVITIES	
15		1315 · Water Grant Receivable	39,909.83
16		CIP - Alderpoint Tank (Water)	343,519.12
17		Melville Project Lines 2015	(59,612.79)
18		MSR/SOI and Annexation Project	(1,286.00)
19		Collection Facilities:Cost - Lines	20,022.00
20		Office Equipment	(1,342.12)
21		Equipment	(84,850.56)
22		Water System	20,023.00
23		Accumulated Depreciation-Water	211,658.64
24		Accumulated Depreciation-Sewer	109,705.36
25		Alderpoint Tank Project (Water)	(680,358.07)
26		SWTP Office	(20,095.17)
27		Net cash provided by Investing Activities	(102,706.76)
28		FINANCING ACTIVITIES	
29		2500 · N/P - SWRCB	(21,831.35)
30		2605 · RCAC Loan #6200-GSD-02	235,203.27
31		2655 · Lease Payable - Copier	(567.80)
32		2800 · Municipal Fin.Corp. WWTP CCOs	(33,235.65)
33		3100 · Retained Earnings	(5,512.28)
34		3200 · Prior Period Adjustment	8,472.28
35		Net cash provided by Financing Activities	182,528.47
36		Net cash increase for period	(237,118.15)
37		Cash at beginning of period	1,101,471.99
38		Cash at end of period	864,353.84

Garberville Sanitary District
Balance Sheet Prev Year Comparison
As of February 29, 2016

	<u>Feb 29, 16</u>	<u>Jun 30, 15</u>	<u>\$ Change</u>
1 ASSETS			
2 Current Assets			
3 Checking/Savings			
4 1005 · Umpqua Checking- Operating	116,258.28	597,740.40	(481,482.12)
5 1006 · Umpqua System Reserve - Water	72,507.80	64,931.51	7,576.29
6 1007 · Umpqua System Reserve - Sewer	75,065.39	70,083.81	4,981.58
7 1011 · Water Enterprise Fund	46,138.82	46,025.32	113.50
8 1030 · County Treasury - Sewer Reserve	318,588.65	317,179.68	1,408.97
9 1031 · County Treasury - Water Reserve	235,495.81	5,261.76	230,234.05
10 1040 · Petty Cash	49.51	49.51	0.00
11 1050 · Cash Drawer	249.58	200.00	49.58
12 Total Checking/Savings	<u>864,353.84</u>	<u>1,101,471.99</u>	<u>(237,118.15)</u>
13 Accounts Receivable			
14 11000 · Accounts Receivable - Other	415.00	415.00	0.00
15 Total Accounts Receivable	<u>415.00</u>	<u>415.00</u>	<u>0.00</u>
16 Other Current Assets			
17 1100 · Accounts Receivable	77,684.26	106,200.11	(28,515.85)
18 1110 · Accts Receivable Over Payments	(2,664.66)	0.00	(2,664.66)
19 1315 · Water Grant Receivable	0.00	39,909.83	(39,909.83)
20 1500 · Prepaid Insurance	8,045.54	13,090.62	(5,045.08)
21 1501 · Prepaid Workers Comp	8,422.67	25,443.76	(17,021.09)
22 1502 · Prepaid Expenses	1,136.00	3,408.00	(2,272.00)
23 1510 · Prepaid Licenses and Permits	6,512.32	0.00	6,512.32
24 1550 · Allowance for Doubtful Accounts	(5,000.00)	(5,000.00)	0.00
25 Total Other Current Assets	<u>94,136.13</u>	<u>183,052.32</u>	<u>(88,916.19)</u>
26 Total Current Assets	<u>958,904.97</u>	<u>1,284,939.31</u>	<u>(326,034.34)</u>
27 Fixed Assets			
28 CIP - Alderpoint Tank (Water)	0.00	343,609.12	(343,609.12)
29 DWTP (Water) 2015	4,968,104.88	4,968,104.88	0.00
30 Tobin Well Project 2014	40,189.31	40,189.31	0.00
31 Alderpoint Tank Project (Water)	680,358.07	0.00	680,358.07
32 Collection Facilities			
33 Cost - Coll Fac	44,170.59	44,170.59	0.00
34 Cost - IP 2000	2,029,949.22	2,029,949.22	0.00
35 Cost - Lines	2,080,180.29	2,100,202.29	(20,022.00)
36 Total Collection Facilities	<u>4,154,300.10</u>	<u>4,174,322.10</u>	<u>(20,022.00)</u>
37 Melville Project Lines 2015	59,612.79	0.00	59,612.79
38 Land - Sewer	129,810.68	129,810.68	0.00
39 Land - Water	88,698.62	88,698.62	0.00
40 Office Equipment	30,662.28	29,320.16	1,342.12
41 Equipment	158,306.60	73,456.04	84,850.56
42 Sewer Project - 2011	2,792,451.91	2,792,451.91	0.00
43 Sewer Treatment Facilities			
44 Cost - Equipment	3,381.24	3,381.24	0.00

Garberville Sanitary District
Balance Sheet Prev Year Comparison
As of February 29, 2016

	Feb 29, 16	Jun 30, 15	\$ Change
45 Cost -Sewer Plant	488,193.00	488,193.00	0.00
46 Sewer Treatment Facilities - Other	4,500.00	4,500.00	0.00
47 Total Sewer Treatment Facilities	496,074.24	496,074.24	0.00
48 Vehicles	48,023.52	48,023.52	0.00
49 Water Easements & Intangibles	177,397.11	177,397.11	0.00
50 MSR/SOI and Annexation Project	156,467.96	155,451.96	1,016.00
51 Water System	133,382.22	153,405.22	(20,023.00)
52 SWTP Office	20,095.17	0.00	20,095.17
53 Accumulated Depreciation-Water	(730,511.90)	(518,853.26)	(211,658.64)
54 Accumulated Depreciation-Sewer	(1,413,931.42)	(1,304,226.06)	(109,705.36)
55 Total Fixed Assets	11,989,492.14	11,847,235.55	142,256.59
56 TOTAL ASSETS	<u>12,948,397.11</u>	<u>13,132,174.86</u>	<u>(183,777.75)</u>
57 LIABILITIES & EQUITY			
58 Liabilities			
59 Current Liabilities			
60 Accounts Payable			
61 2000 - Accounts Payable	85,683.57	246,187.16	(160,503.59)
62 Total Accounts Payable	85,683.57	246,187.16	(160,503.59)
63 Other Current Liabilities			
64 *Accounts Payable	2,520.00	1,460.50	1,059.50
65 2205 - Accrued Simple	0.00	2.50	(2.50)
66 2230 - Accrued Vacation	19,345.13	19,345.13	0.00
67 2250 - Loans Payable - Current Portion	78,918.27	78,918.27	0.00
68 Total Other Current Liabilities	100,783.40	99,726.40	1,057.00
69 Total Current Liabilities	186,466.97	345,913.56	(159,446.59)
70 Long Term Liabilities			
71 2500 - N/P - SWRCB	191,123.20	212,954.55	(21,831.35)
72 2605 - RCAC Loan #6200-GSD-02	235,203.27	0.00	235,203.27
73 2655 - Lease Payable - Copier	3,730.36	4,298.16	(567.80)
74 2700 - SRF Loan - Water	1,379,471.00	1,379,471.00	0.00
75 2800 - Municipal Fin.Corp. WWTP CCOs	0.00	33,235.65	(33,235.65)
76 2900 - Less Current Portion	(78,918.27)	(78,918.27)	0.00
77 Total Long Term Liabilities	1,730,609.56	1,551,041.09	179,568.47
78 Total Liabilities	1,917,076.53	1,896,954.65	20,121.88
79 Equity			
80 3000 - Contributed Capital	6,129,491.75	6,129,491.75	0.00
81 3100 - Retained Earnings	5,105,728.46	4,409,400.83	696,327.63
82 3200 - Prior Period Adjustment	2,960.00	(5,512.28)	8,472.28
83 Net Revenue	(206,859.63)	701,839.91	(908,699.54)
84 Total Equity	11,031,320.58	11,235,220.21	(203,899.63)
85 TOTAL LIABILITIES & EQUITY	<u>12,948,397.11</u>	<u>13,132,174.86</u>	<u>(183,777.75)</u>

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Seventh Months Ended Jan 31, 2016

	Total Water		Total Sewer	
	Feb 16	Jul '15 - Feb 16	Feb 16	Jul '15 - Feb 16
1 Ordinary Revenue/Expense				
2 Revenue				
3 Water Charges				
4 4100 · Residential	19,863.23	178,502.22	0.00	0.00
5 4110 · Commercial	16,706.39	139,620.24	0.00	0.00
6 Total Water Charges	36,569.62	318,122.46	0.00	0.00
7 4200 · Sewer Charges	0.00	0.00	29,559.37	243,736.29
8 4300 · Connection Fees	0.00	8,600.00	0.00	6,000.00
9 4650 · Late Charges	165.00	1,445.00	165.00	1,475.00
10 4700 · Other Operating Revenue	25.00	105.00	0.00	92.01
11 Total Revenue	36,759.62	328,272.46	29,724.37	251,303.30
12 Gross Revenue	36,759.62	328,272.46	29,724.37	251,303.30
13 Expense				
14 Administrative and General				
15 5005 · Bad Debts	0.00	1,500.00	0.00	1,500.00
16 5010 · Bank Charges				
17 5012 · Merchant Account	65.53	488.89	65.55	488.97
18 5010 · Bank Charges - Ot	0.00	301.34	0.00	301.08
19 Total 5010 · Bank Charges	65.53	790.23	65.55	790.05
20 5020 · Directors Fees	475.00	475.00	475.00	475.00
21 5030 · Dues and Membership	0.00	1,185.32	0.00	1,185.33
22 5035 · Education and Trainin	0.00	1,142.40	0.00	706.39
23 Insurance				
24 5040 · Liability	485.18	3,881.47	485.17	3,931.40
25 5050 · Workers' Comp	1,216.42	9,665.33	858.57	6,805.23
26 5055 · Health				
27 5055.1 · Employee Po	(633.84)	(4,050.08)	(539.16)	(3,809.19)
28 5055 · Health - Other	2,082.08	13,317.64	2,082.07	13,317.62
29 Total 5055 · Health	1,448.24	9,267.56	1,542.91	9,508.43
30 Total Insurance	3,149.84	22,814.36	2,886.65	20,245.06
31 5060 · Licenses, Permits, and	210.00	2,896.31	1,418.08	12,401.68
32 5065 · Auto	97.79	1,306.16	97.79	1,306.16
33 5080 · Office Expense	190.40	1,997.61	190.41	2,017.70
34 5085 · Outside Services	198.09	2,416.50	198.12	2,360.81
35 5090 · Payroll Taxes	1,542.54	10,203.96	1,055.82	7,127.93
36 5100 · Postage	6.37	1,116.14	6.38	1,116.23
37 5110 · Professional Fees	334.35	16,844.85	194.85	13,516.38
38 5120 · Property Taxes	0.00	12.00	0.00	0.00
39 5130 · Rents	417.50	3,305.00	417.50	3,305.00
40 5135 · Retirement	338.37	2,736.51	226.78	1,818.40
41 5137 · Supplies	176.26	888.04	176.27	899.42
42 5140 · Telephone	170.56	2,455.45	170.57	2,670.92
43 5145 · Tools	67.21	2,421.25	112.92	3,450.23
44 5150 · Travel and Meetings	38.68	637.26	38.70	312.66

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Seventh Months Ended Jan 31, 2016

		Total Water		Total Sewer	
		Feb 16	Jul '15 - Feb 16	Feb 16	Jul '15 - Feb 16
45	5155 · Utilities	99.20	815.77	99.21	815.83
46	5160 · Wages	6,246.69	46,396.11	5,215.81	43,658.47
47	Total Administrative and Gen	13,824.38	124,356.23	13,046.41	121,679.65
48	Sewage Collection				
49	6010 · Fuel	0.00	0.00	189.95	1,840.77
50	6030 · Repairs and Maintena	0.00	0.00	3.54	3,686.30
51	6040 · Supplies	0.00	0.00	3.51	993.64
52	6050 · Utilities	0.00	0.00	653.94	3,733.10
53	6060 · Wages				
54	6065 · Wages - Overtime	0.00	0.00	291.00	916.50
55	6060 · Wages - Other	0.00	0.00	1,658.00	11,875.50
56	Total 6060 · Wages	0.00	0.00	1,949.00	12,792.00
57	Total Sewage Collection	0.00	0.00	2,799.94	23,045.81
58	Sewage Treatment				
59	6075 · Fuel	0.00	0.00	189.95	1,840.77
60	6080 · Monitoring	0.00	0.00	557.50	17,882.10
61	6100 · Repairs and Maintena	0.00	0.00	0.21	14,896.91
62	6110 · Supplies	0.00	0.00	33.57	1,333.34
63	6120 · Utilities	0.00	0.00	1,042.87	6,115.49
64	6130 · Wages				
65	6135 · Wages - Overtime	0.00	0.00	42.00	490.50
66	6130 · Wages - Other	0.00	0.00	2,618.00	22,346.00
67	Total 6130 · Wages	0.00	0.00	2,660.00	22,836.50
68	Total Sewage Treatment	0.00	0.00	4,484.10	64,905.11
69	Water Trans and Distribution				
70	7075 · Fuel	215.71	2,227.27	0.00	0.00
71	7090 · Repairs and Maintena	370.54	9,277.88	0.00	0.00
72	7100 · Supplies	3.51	1,488.31	0.00	0.00
73	7110 · Utilities	675.06	4,284.18	0.00	0.00
74	7120 · Wages				
75	7125 · Wages - Overtime	72.00	3,127.50	0.00	0.00
76	7120 · Wages - Other	2,378.00	22,658.00	0.00	0.00
77	Total 7120 · Wages	2,450.00	25,785.50	0.00	0.00
78	Total Water Trans and Distri	3,714.82	43,063.14	0.00	0.00
79	Water Treatment				
80	7020 · Fuel	189.94	1,578.58	0.00	0.00
81	7010 · Monitoring	647.50	2,276.45	0.00	0.00
82	7030 · Repairs and Maintena	764.85	3,779.95	0.00	0.00
83	7040 · Supplies	60.32	7,489.21	0.00	0.00
84	7050 · Utilities	2,551.60	22,887.95	0.00	0.00
85	7060 · Wages				
86	7065 · Wages - Overtime	72.00	4,182.50	0.00	0.00
87	7060 · Wages - Other	5,151.00	36,360.00	0.00	0.00
88	Total 7060 · Wages	5,223.00	40,542.50	0.00	0.00

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Seventh Months Ended Jan 31, 2016

	Total Water		Total Sewer	
	Feb 16	Jul '15 - Feb 16	Feb 16	Jul '15 - Feb 16
89 Total Water Treatment	9,437.21	78,554.64	0.00	0.00
90 Total Expense	26,976.41	245,974.01	20,330.45	209,630.57
91 Net Ordinary Revenue	9,783.21	82,298.45	9,393.92	41,672.73
92 Other Revenue/Expense				
93 Other Revenue				
94 Property Tax Revenue				
95 8020 · Unsecured	0.00	0.00	0.00	788.44
96 Total Property Tax Revenue	0.00	0.00	0.00	788.44
97 8060 · Interest Revenue	53.86	321.03	0.00	781.24
98 Total Other Revenue	53.86	321.03	0.00	1,569.68
99 Other Expense				
100 9010 · Other Expenses	0.00	1,500.00	0.00	0.00
101 9040 · Depreciation	26,457.33	211,658.64	13,713.17	109,705.36
102 9050 · Interest Expense	1,005.62	5,284.82	10.10	4,572.70
103 Total Other Expense	27,462.95	218,443.46	13,723.27	114,278.06
104 Net Other Revenue	(27,409.09)	(218,122.43)	(13,723.27)	(112,708.38)
105 Net Revenue	(17,625.88)	(135,823.98)	(4,329.35)	(71,035.65)

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Seventh Months Ended Jan 31, 2016
TOTAL

	<u>Feb 16</u>	<u>Jul '15 - Feb 16</u>
1 Ordinary Revenue/Expense		
2 Revenue		
3 Water Charges		
4 4100 · Residential	19,863.23	178,502.22
5 4110 · Commercial	16,706.39	139,620.24
6 Total Water Charges	<u>36,569.62</u>	<u>318,122.46</u>
7 4200 · Sewer Charges	29,559.37	243,736.29
8 4300 · Connection Fees	0.00	14,600.00
9 4650 · Late Charges	330.00	2,920.00
10 4700 · Other Operating Revenue	25.00	197.01
11 Total Revenue	<u>66,483.99</u>	<u>579,575.76</u>
12 Gross Revenue	66,483.99	579,575.76
13 Expense		
14 Administrative and General		
15 5005 · Bad Debts	0.00	3,000.00
16 5010 · Bank Charges		
17 5012 · Merchant Account	131.08	977.86
18 5010 · Bank Charges - Ot	0.00	602.42
19 Total 5010 · Bank Charges	<u>131.08</u>	<u>1,580.28</u>
20 5020 · Directors Fees	950.00	950.00
21 5030 · Dues and Membership	0.00	2,370.65
22 5035 · Education and Trainin	0.00	1,848.79
23 Insurance		
24 5040 · Liability	970.35	7,812.87
25 5050 · Workers' Comp	2,074.99	16,470.56
26 5055 · Health		
27 5055.1 · Employee Po	(1,173.00)	(7,859.27)
28 5055 · Health - Other	4,164.15	26,635.26
29 Total 5055 · Health	<u>2,991.15</u>	<u>18,775.99</u>
30 Total Insurance	<u>6,036.49</u>	<u>43,059.42</u>
31 5060 · Licenses, Permits, and	1,628.08	15,297.99
32 5065 · Auto	195.58	2,612.32
33 5080 · Office Expense	380.81	4,015.31
34 5085 · Outside Services	396.21	4,777.31
35 5090 · Payroll Taxes	2,598.36	17,331.89
36 5100 · Postage	12.75	2,232.37
37 5110 · Professional Fees	529.20	30,361.23
38 5120 · Property Taxes	0.00	12.00
39 5130 · Rents	835.00	6,610.00
40 5135 · Retirement	565.15	4,554.91
41 5137 · Supplies	352.53	1,787.46
42 5140 · Telephone	341.13	5,126.37
43 5145 · Tools	180.13	5,871.48
44 5150 · Travel and Meetings	77.38	949.92

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Seventh Months Ended Jan 31, 2016
TOTAL

		<u>Feb 16</u>	<u>Jul '15 - Feb 16</u>
45	5155 · Utilities	198.41	1,631.60
46	5160 · Wages	11,462.50	90,054.58
47	Total Administrative and Gen	26,870.79	246,035.88
48 Sewage Collection			
49	6010 · Fuel	189.95	1,840.77
50	6030 · Repairs and Maintena	3.54	3,686.30
51	6040 · Supplies	3.51	993.64
52	6050 · Utilities	653.94	3,733.10
53	6060 · Wages		
54	6065 · Wages - Overtime	291.00	916.50
55	6060 · Wages - Other	1,658.00	11,875.50
56	Total 6060 · Wages	1,949.00	12,792.00
57	Total Sewage Collection	2,799.94	23,045.81
58 Sewage Treatment			
59	6075 · Fuel	189.95	1,840.77
60	6080 · Monitoring	557.50	17,882.10
61	6100 · Repairs and Maintena	0.21	14,896.91
62	6110 · Supplies	33.57	1,333.34
63	6120 · Utilities	1,042.87	6,115.49
64	6130 · Wages		
65	6135 · Wages - Overtime	42.00	490.50
66	6130 · Wages - Other	2,618.00	22,346.00
67	Total 6130 · Wages	2,660.00	22,836.50
68	Total Sewage Treatment	4,484.10	64,905.11
69 Water Trans and Distribution			
70	7075 · Fuel	215.71	2,227.27
71	7090 · Repairs and Maintena	370.54	9,277.88
72	7100 · Supplies	3.51	1,488.31
73	7110 · Utilities	675.06	4,284.18
74	7120 · Wages		
75	7125 · Wages - Overtime	72.00	3,127.50
76	7120 · Wages - Other	2,378.00	22,658.00
77	Total 7120 · Wages	2,450.00	25,785.50
78	Total Water Trans and Distrit	3,714.82	43,063.14
79 Water Treatment			
80	7020 · Fuel	189.94	1,578.58
81	7010 · Monitoring	647.50	2,276.45
82	7030 · Repairs and Maintena	764.85	3,779.95
83	7040 · Supplies	60.32	7,489.21
84	7050 · Utilities	2,551.60	22,887.95
85	7060 · Wages		
86	7065 · Wages - Overtime	72.00	4,182.50
87	7060 · Wages - Other	5,151.00	36,360.00
88	Total 7060 · Wages	5,223.00	40,542.50

Garberville Sanitary District
Statement of Revenue and Expense
For the One and Seventh Months Ended Jan 31, 2016
TOTAL

	<u>Feb 16</u>	<u>Jul '15 - Feb 16</u>
89 Total Water Treatment	9,437.21	78,554.64
90 Total Expense	47,306.86	455,604.58
91 Net Ordinary Revenue	19,177.13	123,971.18
92 Other Revenue/Expense		
93 Other Revenue		
94 Property Tax Revenue		
95 8020 · Unsecured	0.00	788.44
96 Total Property Tax Revenue	0.00	788.44
97 8060 · Interest Revenue	53.86	1,102.27
98 Total Other Revenue	53.86	1,890.71
99 Other Expense		
100 9010 · Other Expenses	0.00	1,500.00
101 9040 · Depreciation	40,170.50	321,364.00
102 9050 · Interest Expense	1,015.72	9,857.52
103 Total Other Expense	41,186.22	332,721.52
104 Net Other Revenue	(41,132.36)	(330,830.81)
105 Net Revenue	(21,955.23)	(206,859.63)

Garberville Sanitary District
Revenue & Expense Prev Year Comparison - Water
July 2015 through February 2016

	Jul '15 - Feb 16	Jul '14 - Feb 15	\$ Change
1 Ordinary Revenue/Expense			
2 Revenue			
3 Water Charges			
4 4100 · Residential	178,502.22	189,947.86	(11,445.64)
5 4110 · Commercial	139,620.24	143,818.87	(4,198.63)
6 Total Water Charges	318,122.46	333,766.73	(15,644.27)
7 4300 · Connection Fees	8,600.00	15,000.00	(6,400.00)
8 4650 · Late Charges	1,445.00	2,315.00	(870.00)
9 4700 · Other Operating Revenue	105.00	108.50	(3.50)
10 Total Revenue	328,272.46	351,190.23	(22,917.77)
11 Gross Revenue	328,272.46	351,190.23	(22,917.77)
12 Expense			
13 Administrative and General			
14 5000 · Advertising	0.00	390.66	(390.66)
15 5005 · Bad Debts	1,500.00	2,234.58	(734.58)
16 5010 · Bank Charges			
17 5012 · Merchant Account Fees	488.89	312.90	175.99
18 5010 · Bank Charges - Other	301.34	167.56	133.78
19 Total 5010 · Bank Charges	790.23	480.46	309.77
20 5020 · Directors Fees	475.00	350.00	125.00
21 5030 · Dues and Memberships	1,185.32	1,271.22	(85.90)
22 5035 · Education and Training	1,142.40	697.81	444.59
23 Insurance			
24 5040 · Liability	3,881.47	3,541.84	339.63
25 5050 · Workers' Comp	9,665.33	7,520.74	2,144.59
26 5055 · Health			
27 5037 · Employee Benefits	0.00	982.37	(982.37)
28 5055.1 · Employee Portion	(4,050.08)	(2,328.75)	(1,721.33)
29 5055 · Health - Other	13,317.64	10,137.78	3,179.86
30 Total 5055 · Health	9,267.56	8,791.40	476.16
31 Total Insurance	22,814.36	19,853.98	2,960.38
32 5060 · Licenses, Permits, and Fees	2,896.31	2,652.64	243.67
33 5065 · Auto	1,306.16	414.86	891.30
34 5070 · Miscellaneous	0.00	286.59	(286.59)
35 5080 · Office Expense	1,997.61	1,805.83	191.78
36 5085 · Outside Services	2,416.50	2,391.87	24.63
37 5090 · Payroll Taxes	10,203.96	6,677.67	3,526.29
38 5100 · Postage	1,116.14	771.33	344.81
39 5110 · Professional Fees	16,844.85	9,613.24	7,231.61
40 5120 · Property Taxes	12.00	12.00	0.00
41 5130 · Rents	3,305.00	3,200.00	105.00
42 5135 · Retirement	2,736.51	1,608.70	1,127.81
43 5137 · Supplies	888.04	180.68	707.36
44 5140 · Telephone	2,455.45	2,261.58	193.87

Garberville Sanitary District

Revenue & Expense Prev Year Comparison - Water

July 2015 through February 2016

		Jul '15 - Feb 16	Jul '14 - Feb 15	\$ Change
45	5145 · Tools	2,421.25	2,146.95	274.30
46	5150 · Travel and Meetings	637.26	214.34	422.92
47	5155 · Utilities	815.77	661.31	154.46
48	5160 · Wages			
49	5165 · Wages - Overtime	0.00	23.29	(23.29)
50	5160 · Wages - Other	46,396.11	28,610.80	17,785.31
51	Total 5160 · Wages	46,396.11	28,634.09	17,762.02
52	Total Administrative and General	124,356.23	88,812.39	35,543.84
53	Water Trans and Distribution			
54	7075 · Fuel	2,227.27	1,161.26	1,066.01
55	7090 · Repairs and Maintenance	9,277.88	13,987.09	(4,709.21)
56	7100 · Supplies	1,488.31	8,143.75	(6,655.44)
57	7110 · Utilities	4,284.18	7,292.91	(3,008.73)
58	7120 · Wages			
59	7125 · Wages - Overtime Water Trans &	3,127.50	2,848.76	278.74
60	7120 · Wages - Other	22,658.00	13,363.73	9,294.27
61	Total 7120 · Wages	25,785.50	16,212.49	9,573.01
62	Total Water Trans and Distribution	43,063.14	46,797.50	(3,734.36)
63	Water Treatment			
64	7020 · Fuel	1,578.58	2,465.09	(886.51)
65	7010 · Monitoring	2,276.45	1,834.26	442.19
66	7030 · Repairs and Maintenance	3,779.95	1,982.51	1,797.44
67	7040 · Supplies	7,489.21	10,779.12	(3,289.91)
68	7050 · Utilities	22,887.95	25,233.89	(2,345.94)
69	7060 · Wages			
70	7065 · Wages - Overtime Water Treatmen	4,182.50	2,790.45	1,392.05
71	7060 · Wages - Other	36,360.00	24,141.78	12,218.22
72	Total 7060 · Wages	40,542.50	26,932.23	13,610.27
73	Total Water Treatment	78,554.64	69,227.10	9,327.54
74	Total Expense	245,974.01	204,836.99	41,137.02
75	Net Ordinary Revenue	82,298.45	146,353.24	(64,054.79)
76	Other Revenue/Expense			
77	Other Revenue			
78	8053 · Water Capital Grant Revenue	0.00	0.00	0.00
79	8060 · Interest Revenue	321.03	108.18	212.85
80	Total Other Revenue	321.03	108.18	212.85
81	Other Expense			
82	9010 · Other Expenses	1,500.00	0.00	1,500.00
83	9040 · Depreciation	211,658.64	35,072.00	176,586.64
84	9050 · Interest Expense	5,284.82	1,816.35	3,468.47
85	Total Other Expense	218,443.46	36,888.35	181,555.11
86	Net Other Revenue	(218,122.43)	(36,780.17)	(181,342.26)
87	Net Revenue	(135,823.98)	109,573.07	(245,397.05)

Garberville Sanitary District
Revenue & Expense
Prev Year Comparison - Sewer
July 2015 through February 2016

	<u>Jul '15 - Feb 16</u>	<u>Jul '14 - Feb 15</u>	<u>\$ Change</u>
1 Ordinary Revenue/Expense			
2 Revenue			
3 4200 · Sewer Charges	243,736.29	245,255.12	(1,518.83)
4 4300 · Connection Fees	6,000.00	20,200.00	(14,200.00)
5 4650 · Late Charges	1,475.00	2,315.00	(840.00)
6 4700 · Other Operating Revenue	92.01	40.00	52.01
7 Total Revenue	<u>251,303.30</u>	<u>267,810.12</u>	<u>(16,506.82)</u>
8 Gross Revenue	251,303.30	267,810.12	(16,506.82)
9 Expense			
10 Administrative and General			
11 5000 · Advertising	0.00	390.64	(390.64)
12 5005 · Bad Debts	1,500.00	3,048.24	(1,548.24)
13 5010 · Bank Charges			
14 5012 · Merchant Account Fees	488.97	312.86	176.11
15 5010 · Bank Charges - Other	301.08	167.52	133.56
16 Total 5010 · Bank Charges	<u>790.05</u>	<u>480.38</u>	<u>309.67</u>
17 5020 · Directors Fees	475.00	350.00	125.00
18 5030 · Dues and Memberships	1,185.33	1,115.22	70.11
19 5035 · Education and Training	706.39	622.80	83.59
20 Insurance			
21 5040 · Liability	3,931.40	3,541.76	389.64
22 5050 · Workers' Comp	6,805.23	6,623.03	182.20
23 5055 · Health			
24 5037 · Employee Benefits	0.00	592.39	(592.39)
25 5055.1 · Employee Portion	(3,809.19)	(2,242.95)	(1,566.24)
26 5055 · Health - Other	13,317.62	10,137.78	3,179.84
27 Total 5055 · Health	<u>9,508.43</u>	<u>8,487.22</u>	<u>1,021.21</u>
28 Total Insurance	20,245.06	18,652.01	1,593.05
29 5060 · Licenses, Permits, and Fees	12,401.68	12,116.02	285.66
30 5065 · Auto	1,306.16	414.84	891.32
31 5080 · Office Expense	2,017.70	1,593.53	424.17
32 5085 · Outside Services	2,360.81	2,029.42	331.39
33 5090 · Payroll Taxes	7,127.93	5,086.42	2,041.51
34 5100 · Postage	1,116.23	771.28	344.95
35 5110 · Professional Fees	13,516.38	10,644.71	2,871.67
36 5130 · Rents	3,305.00	3,200.00	105.00
37 5135 · Retirement	1,818.40	1,187.27	631.13
38 5137 · Supplies	899.42	180.67	718.75
39 5140 · Telephone	2,670.92	2,261.55	409.37
40 5145 · Tools	3,450.23	1,091.18	2,359.05
41 5150 · Travel and Meetings	312.66	175.35	137.31
42 5155 · Utilities	815.83	661.28	154.55
43 5160 · Wages			

Garberville Sanitary District
Revenue & Expense
Prev Year Comparison - Sewer
July 2015 through February 2016

	Jul '15 - Feb 16	Jul '14 - Feb 15	\$ Change
44	5165 · Wages - Overtime	0.00	31.05
45	5160 · Wages - Other	43,658.47	25,519.14
46	Total 5160 · Wages	43,658.47	25,550.19
47	Total Administrative and General	121,679.65	91,623.00
48	Sewage Collection		
49	6010 · Fuel	1,840.77	1,999.74
50	6030 · Repairs and Maintenance	3,686.30	11,541.51
51	6040 · Supplies	993.64	792.74
52	6050 · Utilities	3,733.10	3,358.89
53	6060 · Wages		
54	6065 · Wages - Overtime Sewer Collec	916.50	942.99
55	6060 · Wages - Other	11,875.50	7,845.30
56	Total 6060 · Wages	12,792.00	8,788.29
57	Total Sewage Collection	23,045.81	26,481.17
58	Sewage Treatment		
59	6075 · Fuel	1,840.77	1,161.24
60	6080 · Monitoring	17,882.10	3,981.37
61	6100 · Repairs and Maintenance	14,896.91	7,046.13
62	6110 · Supplies	1,333.34	5,451.74
63	6120 · Utilities	6,115.49	6,216.20
64	6130 · Wages		
65	6135 · Wages - Overtime Sewer Treatn	490.50	2,322.17
66	6130 · Wages - Other	22,346.00	20,242.99
67	Total 6130 · Wages	22,836.50	22,565.16
68	Total Sewage Treatment	64,905.11	46,421.84
69	Total Expense	209,630.57	164,526.01
70	Net Ordinary Revenue	41,672.73	103,284.11
71	Other Revenue/Expense		
72	Other Revenue		
73	Property Tax Revenue		
74	8020 · Unsecured	788.44	0.00
75	Total Property Tax Revenue	788.44	0.00
76	8060 · Interest Revenue	781.24	107.10
77	Total Other Revenue	1,569.68	107.10
78	Other Expense		
79	9040 · Depreciation	109,705.36	99,064.00
80	9050 · Interest Expense	4,572.70	5,291.24
81	Total Other Expense	114,278.06	104,355.24
82	Net Other Revenue	(112,708.38)	(104,248.14)
83	Net Revenue	(71,035.65)	(964.03)

Garberville Sanitary District
Revenue & Expense Budget Performance - Water
February 2016

	Feb 16	Budget	\$ Over Budget
1 Ordinary Revenue/Expense			
2 Revenue			
3 Water Charges			
4 4100 · Residential	19,863.23	15,920.00	3,943.23
5 4110 · Commercial	16,706.39	12,930.00	3,776.39
6 Total Water Charges	36,569.62	28,850.00	7,719.62
7 4300 · Connection Fees	0.00		
8 4650 · Late Charges	165.00	277.00	-112.00
9 4700 · Other Operating Revenue	25.00	72.00	-47.00
10 Total Revenue	36,759.62	29,199.00	7,560.62
11 Gross Revenue	36,759.62	29,199.00	7,560.62
12 Expense			
13 Administrative and General			
14 5000 · Advertising	0.00	34.00	-34.00
15 5005 · Bad Debts	0.00	232.00	-232.00
16 5010 · Bank Charges			
17 5012 · Merchant Account Fees	65.53	41.00	24.53
18 5010 · Bank Charges - Other	0.00	24.00	-24.00
19 Total 5010 · Bank Charges	65.53	65.00	0.53
20 5020 · Directors Fees	475.00	56.00	419.00
21 5030 · Dues and Memberships	0.00	135.00	-135.00
22 5035 · Education and Training	0.00	167.00	-167.00
23 5036 · Education and Training - B.O.D.	0.00	13.00	-13.00
24 Insurance			
25 5040 · Liability	485.18	486.00	-0.82
26 5050 · Workers' Comp	1,216.42	1,288.00	-71.58
27 5055 · Health			
28 5055.1 · Employee Portion	-633.84	-483.00	-150.84
29 5055 · Health - Other	2,082.08	1,687.00	395.08
30 Total 5055 · Health	1,448.24	1,204.00	244.24
31 Total Insurance	3,149.84	2,978.00	171.84
32 5060 · Licenses, Permits, and Fees	210.00	300.00	-90.00
33 5065 · Auto	97.79	148.00	-50.21
34 5080 · Office Expense	190.40	266.00	-75.60
35 5085 · Outside Services	198.09	531.00	-332.91
36 5090 · Payroll Taxes	1,542.54	971.00	571.54
37 5100 · Postage	6.37	100.00	-93.63
38 5110 · Professional Fees	334.35	2,679.00	-2,344.65
39 5120 · Property Taxes	0.00		
40 5130 · Rents	417.50	400.00	17.50
41 5135 · Retirement	338.37	226.00	112.37
42 5137 · Supplies	176.26	19.00	157.26
43 5140 · Telephone	170.56	348.00	-177.44
44 5145 · Tools	67.21	260.00	-192.79
45 5150 · Travel and Meetings	38.68	84.00	-45.32

Garberville Sanitary District
Revenue & Expense Budget Performance - Water
February 2016

	Feb 16	Budget	\$ Over Budget
46 5155 · Utilities	99.20	81.00	18.20
47 5160 · Wages	6,246.69	5,439.00	807.69
48 Total Administrative and General	13,824.38	15,532.00	-1,707.62
49 Water Trans and Distribution			
50 7075 · Fuel	215.71	189.00	26.71
51 7090 · Repairs and Maintenance	370.54	1,266.00	-895.46
52 7100 · Supplies	3.51	881.00	-877.49
53 7110 · Utilities	675.06	912.00	-236.94
54 7120 · Wages			
55 7125 · Wages - Overtime Water Trans &	72.00	365.00	-293.00
56 7120 · Wages - Other	2,378.00	3,120.00	-742.00
57 Total 7120 · Wages	2,450.00	3,485.00	-1,035.00
58 Total Water Trans and Distribution	3,714.82	6,733.00	-3,018.18
59 Water Treatment			
60 7020 · Fuel	189.94	293.00	-103.06
61 7010 · Monitoring	647.50	233.00	414.50
62 7030 · Repairs and Maintenance	764.85	775.00	-10.15
63 7040 · Supplies	60.32	1,407.00	-1,346.68
64 7050 · Utilities	2,551.60	3,203.00	-651.40
65 7060 · Wages			
66 7065 · Wages - Overtime Water Treatm	72.00	434.00	-362.00
67 7060 · Wages - Other	5,151.00	3,120.00	2,031.00
68 Total 7060 · Wages	5,223.00	3,554.00	1,669.00
69 Total Water Treatment	9,437.21	9,465.00	-27.79
70 Total Expense	26,976.41	31,730.00	-4,753.59
71 Net Ordinary Revenue	9,783.21	-2,531.00	12,314.21
72 Other Revenue/Expense			
73 Other Revenue			
74 8060 · Interest Revenue	53.86	26.00	27.86
75 Total Other Revenue	53.86	26.00	27.86
76 Other Expense			
77 9010 · Other Expenses	0.00		
78 9040 · Depreciation	26,457.33	4,384.00	22,073.33
79 9050 · Interest Expense	1,005.62	1,480.00	-474.38
80 Total Other Expense	27,462.95	5,864.00	21,598.95
81 Net Other Revenue	-27,409.09	-5,838.00	-21,571.09
82 Net Revenue	-17,625.88	-8,369.00	-9,256.88

Garberville Sanitary District
Revenue & Expense Budget Performance - Water
February 2016

	Jul '15 - Feb 16	YTD Budget	\$ Over Budget	Annual Budget
1 Ordinary Revenue/Expense				
2 Revenue				
3 Water Charges				
4 4100 · Residential	178,502.22	196,130.00	-17,627.78	267,460.00
5 4110 · Commercial	139,620.24	159,340.00	-19,719.76	217,280.00
6 Total Water Charges	318,122.46	355,470.00	-37,347.54	484,740.00
7 4300 · Connection Fees	8,600.00			
8 4650 · Late Charges	1,445.00	2,216.00	-771.00	3,324.00
9 4700 · Other Operating Revenue	105.00	576.00	-471.00	864.00
10 Total Revenue	328,272.46	358,262.00	-29,989.54	488,928.00
11 Gross Revenue	328,272.46	358,262.00	-29,989.54	488,928.00
12 Expense				
13 Administrative and General				
14 5000 · Advertising	0.00	272.00	-272.00	408.00
15 5005 · Bad Debts	1,500.00	1,856.00	-356.00	2,784.00
16 5010 · Bank Charges				
17 5012 · Merchant Account Fees	488.89	328.00	160.89	492.00
18 5010 · Bank Charges - Other	301.34	192.00	109.34	288.00
19 Total 5010 · Bank Charges	790.23	520.00	270.23	780.00
20 5020 · Directors Fees	475.00	448.00	27.00	672.00
21 5030 · Dues and Memberships	1,185.32	1,080.00	105.32	1,620.00
22 5035 · Education and Training	1,142.40	1,336.00	-193.60	2,004.00
23 5036 · Education and Training - B.O.D.	0.00	104.00	-104.00	156.00
24 Insurance				
25 5040 · Liability	3,881.47	3,888.00	-6.53	5,832.00
26 5050 · Workers' Comp	9,665.33	10,304.00	-638.67	15,456.00
27 5055 · Health				
28 5055.1 · Employee Portion	-4,050.08	-3,864.00	-186.08	-5,796.00
29 5055 · Health - Other	13,317.64	13,496.00	-178.36	20,244.00
30 Total 5055 · Health	9,267.56	9,632.00	-364.44	14,448.00
31 Total Insurance	22,814.36	23,824.00	-1,009.64	35,736.00
32 5060 · Licenses, Permits, and Fees	2,896.31	2,400.00	496.31	3,600.00
33 5065 · Auto	1,306.16	1,184.00	122.16	1,776.00
34 5080 · Office Expense	1,997.61	2,128.00	-130.39	3,192.00
35 5085 · Outside Services	2,416.50	4,248.00	-1,831.50	6,372.00
36 5090 · Payroll Taxes	10,203.96	7,768.00	2,435.96	11,652.00
37 5100 · Postage	1,116.14	800.00	316.14	1,200.00
38 5110 · Professional Fees	16,844.85	21,432.00	-4,587.15	32,148.00
39 5120 · Property Taxes	12.00	12.00	0.00	12.00
40 5130 · Rents	3,305.00	3,800.00	-495.00	5,400.00
41 5135 · Retirement	2,736.51	1,808.00	928.51	2,712.00
42 5137 · Supplies	888.04	152.00	736.04	228.00
43 5140 · Telephone	2,455.45	2,784.00	-328.55	4,176.00
44 5145 · Tools	2,421.25	2,080.00	341.25	3,120.00
45 5150 · Travel and Meetings	637.26	672.00	-34.74	1,008.00

Garberville Sanitary District
Revenue & Expense Budget Performance - Water
February 2016

	Jul '15 - Feb 16	YTD Budget	\$ Over Budget	Annual Budget
46 5155 · Utilities	815.77	648.00	167.77	972.00
47 5160 · Wages	46,396.11	43,512.00	2,884.11	65,268.00
48 Total Administrative and General	124,356.23	124,868.00	-511.77	186,996.00
49 Water Trans and Distribution				
50 7075 · Fuel	2,227.27	1,512.00	715.27	2,268.00
51 7090 · Repairs and Maintenance	9,277.88	10,128.00	-850.12	15,192.00
52 7100 · Supplies	1,488.31	7,048.00	-5,559.69	10,572.00
53 7110 · Utilities	4,284.18	7,296.00	-3,011.82	10,944.00
54 7120 · Wages				
55 7125 · Wages - Overtime Water Trans &	3,127.50	2,920.00	207.50	4,380.00
56 7120 · Wages - Other	22,658.00	24,960.00	-2,302.00	37,440.00
57 Total 7120 · Wages	25,785.50	27,880.00	-2,094.50	41,820.00
58 Total Water Trans and Distribution	43,063.14	53,864.00	-10,800.86	80,796.00
59 Water Treatment				
60 7020 · Fuel	1,578.58	2,344.00	-765.42	3,516.00
61 7010 · Monitoring	2,276.45	1,864.00	412.45	2,796.00
62 7030 · Repairs and Maintenance	3,779.95	6,200.00	-2,420.05	9,300.00
63 7040 · Supplies	7,489.21	11,256.00	-3,766.79	16,884.00
64 7050 · Utilities	22,887.95	25,624.00	-2,736.05	38,436.00
65 7060 · Wages				
66 7065 · Wages - Overtime Water Treatm	4,182.50	3,472.00	710.50	5,208.00
67 7060 · Wages - Other	36,360.00	24,960.00	11,400.00	37,440.00
68 Total 7060 · Wages	40,542.50	28,432.00	12,110.50	42,648.00
69 Total Water Treatment	78,554.64	75,720.00	2,834.64	113,580.00
70 Total Expense	245,974.01	254,452.00	-8,477.99	381,372.00
71 Net Ordinary Revenue	82,298.45	103,810.00	-21,511.55	107,556.00
72 Other Revenue/Expense				
73 Other Revenue				
74 8060 · Interest Revenue	321.03	208.00	113.03	312.00
75 Total Other Revenue	321.03	208.00	113.03	312.00
76 Other Expense				
77 9010 · Other Expenses	1,500.00			
78 9040 · Depreciation	211,658.64	35,072.00	176,586.64	52,608.00
79 9050 · Interest Expense	5,284.82	11,840.00	-6,555.18	17,760.00
80 Total Other Expense	218,443.46	46,912.00	171,531.46	70,368.00
81 Net Other Revenue	-218,122.43	-46,704.00	-171,418.43	-70,056.00
82 Net Revenue	-135,823.98	57,106.00	-192,929.98	37,500.00

Garberville Sanitary District
Revenue & Expense Budget Performance - Sewer
February 2016

	Feb 16	Budget	\$ Over Budget
1 Ordinary Revenue/Expense			
2 Revenue			
3 4200 · Sewer Charges	29,559.37	20,600.00	8,959.37
4 4300 · Connection Fees	0.00		
5 4650 · Late Charges	165.00	258.00	-93.00
6 4700 · Other Operating Revenue	0.00	9.00	-9.00
7 Total Revenue	29,724.37	20,867.00	8,857.37
8 Gross Profit	29,724.37	20,867.00	8,857.37
9 Expense			
10 Administrative and General			
11 5000 · Advertising	0.00	34.00	-34.00
12 5005 · Bad Debts	0.00	290.00	-290.00
13 5010 · Bank Charges			
14 5012 · Merchant Account Fees	65.55	41.00	24.55
15 5010 · Bank Charges - Other	0.00	24.00	-24.00
16 Total 5010 · Bank Charges	65.55	65.00	0.55
17 5020 · Directors Fees	475.00	56.00	419.00
18 5030 · Dues and Memberships	0.00	108.00	-108.00
19 5035 · Education and Training	0.00	107.00	-107.00
20 Insurance			
21 5040 · Liability	485.17	486.00	-0.83
22 5050 · Workers' Comp	858.57	833.00	25.57
23 5055 · Health			
24 5055.1 · Employee Portion	-539.16	-483.00	-56.16
25 5055 · Health - Other	2,082.07	1,687.00	395.07
26 Total 5055 · Health	1,542.91	1,204.00	338.91
27 Total Insurance	2,886.65	2,523.00	363.65
28 5060 · Licenses, Permits, and Fees	1,418.08	1,547.00	-128.92
29 5065 · Auto	97.79	148.00	-50.21
30 5080 · Office Expense	190.41	247.00	-56.59
31 5085 · Outside Services	198.12	286.00	-87.88
32 5090 · Payroll Taxes	1,055.82	839.00	216.82
33 5100 · Postage	6.38	100.00	-93.62
34 5110 · Professional Fees	194.85	2,747.00	-2,552.15
35 5130 · Rents	417.50	400.00	17.50
36 5135 · Retirement	226.78	148.00	78.78
37 5137 · Supplies	176.27	19.00	157.27
38 5140 · Telephone	170.57	307.00	-136.43
39 5145 · Tools	112.92	168.00	-55.08
40 5150 · Travel and Meetings	38.70	26.00	12.70
41 5155 · Utilities	99.21	81.00	18.21
42 5160 · Wages	5,215.81	5,439.00	-223.19
43 Total Administrative and General	13,046.41	15,685.00	-2,638.59
44 Sewage Collection			

Garberville Sanitary District
Revenue & Expense Budget Performance - Sewer
February 2016

	Feb 16	Budget	\$ Over Budget
45 6010 · Fuel	189.95	253.00	-63.05
46 6030 · Repairs and Maintenance	3.54	2,383.00	-2,379.46
47 6040 · Supplies	3.51	127.00	-123.49
48 6050 · Utilities	653.94	441.00	212.94
49 6060 · Wages			
50 6065 · Wages - Overtime Sewer Collect	291.00		
51 6060 · Wages - Other	1,658.00	3,120.00	-1,462.00
52 Total 6060 · Wages	1,949.00	3,120.00	-1,171.00
53 Total Sewage Collection	2,799.94	6,324.00	-3,524.06
54 Sewage Treatment			
55 6075 · Fuel	189.95	181.00	8.95
56 6080 · Monitoring	557.50	570.00	-12.50
57 6100 · Repairs and Maintenance	0.21	1,045.00	-1,044.79
58 6110 · Supplies	33.57	640.00	-606.43
59 6120 · Utilities	1,042.87	778.00	264.87
60 6130 · Wages			
61 6135 · Wages - Overtime Sewer Treatm	42.00		
62 6130 · Wages - Other	2,618.00	2,080.00	538.00
63 Total 6130 · Wages	2,660.00	2,080.00	580.00
64 Total Sewage Treatment	4,484.10	5,294.00	-809.90
65 Total Expense	20,330.45	27,303.00	-6,972.55
66 Net Ordinary Revenue	9,393.92	-6,436.00	15,829.92
67 Other Revenue/Expense			
68 Other Revenue			
69 Property Tax Revenue			
70 8010 · Secured	0.00	0.00	0.00
71 8020 · Unsecured	0.00	0.00	0.00
72 8025 · Prior Years	0.00	0.00	0.00
73 8030 · Supplemental - Current	0.00	0.00	0.00
74 8035 · Supplemental - Prior Years	0.00	0.00	0.00
75 Total Property Tax Revenue	0.00	0.00	0.00
76 8060 · Interest Revenue	0.00	220.00	-220.00
77 9030 · Homeowners' Tax Relief	0.00	0.00	0.00
78 Total Other Revenue	0.00	220.00	-220.00
79 Other Expense			
80 9040 · Depreciation	13,713.17	12,383.00	1,330.17
81 9050 · Interest Expense	10.10	476.00	-465.90
82 Total Other Expense	13,723.27	12,859.00	864.27
83 Net Other Revenue	-13,723.27	-12,639.00	-1,084.27
84 Net Revenue	-4,329.35	-19,075.00	14,745.65

Garberville Sanitary District
Revenue & Expense Budget Performance - Sewer
February 2016

	<u>Jul '15 - Feb 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
1 Ordinary Revenue/Expense				
2 Revenue				
3 4200 · Sewer Charges	243,736.29	253,760.00	-10,023.71	346,050.00
4 4300 · Connection Fees	6,000.00			
5 4650 · Late Charges	1,475.00	2,064.00	-589.00	3,096.00
6 4700 · Other Operating Revenue	92.01	72.00	20.01	108.00
7 Total Revenue	251,303.30	255,896.00	-4,592.70	349,254.00
8 Gross Profit	251,303.30	255,896.00	-4,592.70	349,254.00
9 Expense				
10 Administrative and General				
11 5000 · Advertising	0.00	272.00	-272.00	408.00
12 5005 · Bad Debts	1,500.00	2,320.00	-820.00	3,480.00
13 5010 · Bank Charges				
14 5012 · Merchant Account Fees	488.97	328.00	160.97	492.00
15 5010 · Bank Charges - Other	301.08	192.00	109.08	288.00
16 Total 5010 · Bank Charges	790.05	520.00	270.05	780.00
17 5020 · Directors Fees	475.00	448.00	27.00	672.00
18 5030 · Dues and Memberships	1,185.33	864.00	321.33	1,296.00
19 5035 · Education and Training	706.39	856.00	-149.61	1,284.00
20 Insurance				
21 5040 · Liability	3,931.40	3,888.00	43.40	5,832.00
22 5050 · Workers' Comp	6,805.23	6,664.00	141.23	9,996.00
23 5055 · Health				
24 5055.1 · Employee Portion	-3,809.19	-3,864.00	54.81	-5,796.00
25 5055 · Health - Other	13,317.62	13,496.00	-178.38	20,244.00
26 Total 5055 · Health	9,508.43	9,632.00	-123.57	14,448.00
27 Total Insurance	20,245.06	20,184.00	61.06	30,276.00
28 5060 · Licenses, Permits, and Fees	12,401.68	12,376.00	25.68	18,564.00
29 5065 · Auto	1,306.16	1,184.00	122.16	1,776.00
30 5080 · Office Expense	2,017.70	1,976.00	41.70	2,964.00
31 5085 · Outside Services	2,360.81	2,288.00	72.81	3,432.00
32 5090 · Payroll Taxes	7,127.93	6,712.00	415.93	10,068.00
33 5100 · Postage	1,116.23	800.00	316.23	1,200.00
34 5110 · Professional Fees	13,516.38	21,976.00	-8,459.62	32,964.00
35 5130 · Rents	3,305.00	3,200.00	105.00	4,800.00
36 5135 · Retirement	1,818.40	1,184.00	634.40	1,776.00
37 5137 · Supplies	899.42	152.00	747.42	228.00
38 5140 · Telephone	2,670.92	2,456.00	214.92	3,684.00
39 5145 · Tools	3,450.23	1,344.00	2,106.23	2,016.00
40 5150 · Travel and Meetings	312.66	208.00	104.66	312.00
41 5155 · Utilities	815.83	648.00	167.83	972.00
42 5160 · Wages	43,658.47	43,512.00	146.47	65,268.00
43 Total Administrative and General	121,679.65	125,480.00	-3,800.35	188,220.00
44 Sewage Collection				

Garberville Sanitary District
Revenue & Expense Budget Performance - Sewer
February 2016

	<u>Jul '15 - Feb 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
45 6010 · Fuel	1,840.77	2,024.00	-183.23	3,036.00
46 6030 · Repairs and Maintenance	3,686.30	19,064.00	-15,377.70	28,596.00
47 6040 · Supplies	993.64	1,016.00	-22.36	1,524.00
48 6050 · Utilities	3,733.10	3,528.00	205.10	5,292.00
49 6060 · Wages				
50 6065 · Wages - Overtime Sewer Collect	916.50			
51 6060 · Wages - Other	11,875.50	24,960.00	-13,084.50	37,440.00
52 Total 6060 · Wages	12,792.00	24,960.00	-12,168.00	37,440.00
53 Total Sewage Collection	23,045.81	50,592.00	-27,546.19	75,888.00
54 Sewage Treatment				
55 6075 · Fuel	1,840.77	1,448.00	392.77	2,172.00
56 6080 · Monitoring	17,882.10	4,560.00	13,322.10	6,840.00
57 6100 · Repairs and Maintenance	14,896.91	8,360.00	6,536.91	12,540.00
58 6110 · Supplies	1,333.34	5,120.00	-3,786.66	7,680.00
59 6120 · Utilities	6,115.49	6,224.00	-108.51	9,336.00
60 6130 · Wages				
61 6135 · Wages - Overtime Sewer Treatm	490.50			
62 6130 · Wages - Other	22,346.00	16,640.00	5,706.00	24,960.00
63 Total 6130 · Wages	22,836.50	16,640.00	6,196.50	24,960.00
64 Total Sewage Treatment	64,905.11	42,352.00	22,553.11	63,528.00
65 Total Expense	209,630.57	218,424.00	-8,793.43	327,636.00
66 Net Ordinary Revenue	41,672.73	37,472.00	4,200.73	21,618.00
67 Other Revenue/Expense				
68 Other Revenue				
69 Property Tax Revenue				
70 8010 · Secured	0.00	21,581.00	-21,581.00	21,581.00
71 8020 · Unsecured	788.44	1,466.00	-677.56	1,466.00
72 8025 · Prior Years	0.00	24.00	-24.00	24.00
73 8030 · Supplemental - Current	0.00	77.00	-77.00	77.00
74 8035 · Supplemental - Prior Years	0.00	40.00	-40.00	40.00
75 Total Property Tax Revenue	788.44	23,188.00	-22,399.56	23,188.00
76 8060 · Interest Revenue	781.24	1,760.00	-978.76	2,640.00
77 9030 · Homeowners' Tax Relief	0.00	350.00	-350.00	350.00
78 Total Other Revenue	1,569.68	25,298.00	-23,728.32	26,178.00
79 Other Expense				
80 9040 · Depreciation	109,705.36	99,064.00	10,641.36	148,596.00
81 9050 · Interest Expense	4,572.70	3,808.00	764.70	5,712.00
82 Total Other Expense	114,278.06	102,872.00	11,406.06	154,308.00
83 Net Other Revenue	-112,708.38	-77,574.00	-35,134.38	-128,130.00
84 Net Revenue	-71,035.65	-40,102.00	-30,933.65	-106,512.00

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

**February 23, 2016
5:00 p.m.**

I. REGULAR MEETING CALLED TO ORDER

Chairperson Brodersen called the meeting to order at 5:05 pm

II. ESTABLISHMENT OF QUORUM

Rio Anderson - Present
Linda Brodersen - Present
Doug Bryan - Present
Richard Thompson - Present at 5:08 pm
Gary Wellborn - Present

III. APPROVAL OF AGENDA

Chair Brodersen ask for a motion to approve the agenda as presented. Gary Wellborn made a motion to approve the agenda. Rio Anderson seconded. The motion passed with four Yes votes.

IV. OPEN SESSION

1. Appoint Budget Committee Members

Chair Brodersen volunteered for this committee and asked if anyone else wanted to volunteer. Rio Anderson volunteered. Brodersen asked for a motion appointing herself and Anderson to the budget committee.

Motion: Wellborn Second: Bryan Vote: Four Yes Votes

V. COMMENTS AND QUESTIONS FROM THE AUDIENCE

Chair Brodersen asked for any public comments. No Comments

VI. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS

Operations Staff – no report

Office Staff – no report

Board Members – no reports

General Manager—Ralph Emerson reported that the maps for the annexation complete and waiting for approval from the county. He said if there were no questions on his written report, that's all he had.

VII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials Director Wellborn asked about the depreciation for January being lower than in November 2015. Staff will research and report at next meeting.

A.2 Approve 1/19/2016 Regular Meeting Minutes

- A.3 Operations Safety Report – Director Wellborn asked where the BOD limits came from; Ron replied they came from GSD’s discharge permit. Typically the BODs have been within the limits. After six months or more of monitoring, they have come to the conclusion that there is a problem at disinfection. The ponds are working fine. Emerson said the problem was in the underground disinfection chamber. Director Thompson asked why the weekly limit was 30 Mg/L, and the monthly limit was 15 Mg/L. Ron said that is what the State has set. Director Thompson asked if we fail the monthly limit and what happens. Ron said it was 60/40 percent failure. Emerson said that eventually we would get a notice of violation. Ron said the State is still monitoring the plant’s performance, and when the State addresses these numbers they could issue a notice of violation or a change in the discharge requirements. This topic will be on the next agenda. Chair Brodersen asked for a motion to approve the consent agenda.

Motion: Wellborn Second: Anderson Vote: five yes votes

B. GENERAL BUSINESS

Chair Brodersen asked for any public comments – No Comments

- B.1 Eel River Historical Comparisons for GSD Water Usage
Ron Copenhafer gave a report on the Eel River annual rainfall, low, high flows and the month they occurred in. He said that was very hard to make a future prediction from the history of the rainfall in this area. He said that the drought did not show in the river data. He said that 2008 had the lowest flow, and it still provided the water needed for the community. He said, in his opinion we are not in a drought condition like the rest of the state. We are dependent on the rainfall, and the river is hanging in about the same, some years it is lower than others, it all depends on when the rain comes.
- B.2 Customer Water Usage Comparison to Last Year
Stillwell presented a spreadsheet showing the water treated, used and lost, over the past few years. She also reported that in June – December 2015 the district conserved 20.66% in water treated over the same months in 2013. Water used conservation was 17.80% during the same period. She said the replacement of the Alderpoint Road Tank conserved a lot of water. She also presented a graph showing the monthly water revenue.
- B.3 Solicit Prices for New Rate Study Discussion only
Emerson said the drought conservation requirements will extend thru 2016 and wanted to have a discussion concerning a third tier for the high water users. He said the district lost revenue last year due to conservation. He said he wanted a rate study done to justify the third tier and Prop 218 requires a rate study for increases. He reported that RCAC would do a study for free. He doesn’t have that in writing. Cal Water will do a study for \$3500. He asked if the Board was interested in a third tier. The board was interested in the free study. Ralph will pull together information and bring back next meeting.
- B.4 Sale of Benbow Water Company Discussion only
Emerson reported that Win Benbow came in about two weeks ago and said he was selling the Benbow Water Company. Emerson took a tour of the company. Benbow said that Del Oro Water Company was buying the water company for \$550,000. Emerson said that he sent Benbow an email saying the district was not interested in purchasing Benbow. Emerson said that he didn’t think it was in the best interest of the district to purchase Benbow Water Company.

C. POLICY REVISION / ADOPTION

- C.1 Water Ordinance, Article 7: Section 7.6, 1-3 Cross Connections First reading
Emerson asked Ron to explain the cross connection. Ron said if a customer has something on his property that could contaminate our water system, as a well on their property. The district would require a backflow prevention device installed to prevent the well water from getting into the district's water system. Emerson said the district was required to have a cross connection ordinance.
- C.2 Water Ordinance, Article 7: Section 7.9, 5-6 Backflow Prevention First Reading
Emerson said this is the device that is used to make sure no water is coming back into the water system. The unit needs to be tested on a regular basis at the customers expense. Brodersen asked if we knew of the customers that needed a device. Ron said about thirteen people needed one. Emerson said the we were going to go thru the district and look for grease interceptors and backflow devices, and figure out who needs them, who has them, and make sure they are cleaned and monitored. Ron said that there were different levels of backflow devices, some of them are as simple as a small vacuum breaker that goes on your faucet.
- C.3 Water Ordinance, Article 10: Section 10.8 Abandonment Charge Second Reading
Emerson talked about the definition of abandonment. Director Wellborn said he didn't think the customer should have to pay the \$8000 connect fee if their house burns down. Anderson said he agrees in a case like the house burning down, that we maybe have a \$500 annual fee. Director Bryan suggested adding a minimum time period with the fee. Emerson reviewed an application form that we can adapt to our district. Emerson will update with suggestions and bring back to next meeting.
- C.4 Water Ordinance, Article 10: Section 10.9, Discontinuance of Service Second Reading
Emerson said it's the same as we have been talking about, similar but different. Chair Brodersen asked for any member comments, receiving none. It was agreed to bring Section 10.9 back at next meeting.
- C.5 Water Ordinance, Article 11: Section 11.1 Collection by Suit Second Reading
Chairperson Brodersen asked for a motion to approve Water Ordinance, Article 11: Section 11.1 Collectio by Suit as written.

Motion: Thompson

Second: Bryan

Vote: Five Yes Votes

VIII. ITEMS FOR NEXT BOARD MEETING

- 1. Purchase Utility Truck**
- 2. BOD Requirement**
- 3. Rate Study**
- 4. Depreciation clarification**

Next Meeting March 22, 2016 at 5:00 p.m.

IX. ADJOURNMENT

Meeting adjourned at 6:38 pm



GARBERVILLE SANITARY DISTRICT

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

Date: 03/22/16
To: GSD Board of Directors
From: Operations Manager
Subject: Monthly Reports

Sampling and Testing Results for February 2016:

02/02/16 BOD = 20 Mg/L Limit 30 Mg/L

Monthly Average = 20 Mg/L Limit 15 Mg/L

Safety Report

No Safety Incidents or near misses.

Ron Copenhafer
Operations Manager
Garberville Sanitary District



Preview Order 9900 - F2B 4x4 Reg Cab SRW: Order Summary Time of Preview: 03/07/2016 14:00:35

Dealership Name : Harper Motors - *Kurt Medeiros*

Sales Code : F72413W

Dealer Rep.	k-medeir	Type	Stock	Vehicle Line	Superduty	Order Code	9900
Customer Name		Priority Code	80	Model Year	2016	Price Level	640

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F250 4X4 STYLESIDE PICKUP/137	\$35180	.LT245/75R17E BSW ALL SEASON	\$0
137 INCH WHEELBASE	\$0	4.30 ELECTRONIC LOCKING AXLE	\$390
OXFORD WHITE	\$0	JOB #1 ORDER	\$0
VINYL 40/20/40 SEATS	\$0	10000# GVWR PACKAGE	\$0
STEEL	\$0	ELECTRONIC SHIFT ON THE FLY	\$185
PREFERRED EQUIPMENT PKG.600A	\$0	50 STATE EMISSIONS	\$0
.XL TRIM	\$0	SPARE TIRE AND WHEEL	\$0
.TRAILER TOWING PACKAGE	\$0	TRAILER BRAKE CONTROLLER	\$270
.AIR CONDITIONING -- CFC FREE	\$0	JACK	\$0
.AM/FM STEREO W/ CLOCK	\$0	FUEL CHARGE	\$0
.6.2L EFI V-8 ENGINE	\$0	PRICED DORA	\$0
6 SPEED AUTOMATIC TRANS	\$0	ADVERTISING ASSESSMENT	\$0
		DESTINATION & DELIVERY	\$1195

MSRP

TOTAL BASE AND OPTIONS	\$37220
DISCOUNTS	NA
TOTAL	\$37220

2016 Ford F250 with Harbor Service Body, Rack, & Tow Package

Customer Name: *Garberville Sanitation* Customer Email: *Ralph Emerson*

Customer Address: _____ Customer Phone: *(707) 923-9566*

3/7/16
 Budget Price: \$42,203-
 plus fees

Customer Signature _____ Date _____

This order has not been submitted to the order bank.

This is not an invoice.



RECEIVED
MAR 09 2016
BY:

Date: March 8, 2016
To: Board of Directors of Independent Special Districts
From: George Williamson, Executive Officer
Subject: OFFICIAL BALLOT – Independent Special District Election

The term of office for one of the special district members on LAFCo, currently held by Bruce Rupp of the Humboldt Bay Municipal Water District, expires on June 30, 2016.

The basic process for selecting special district members to LAFCo is set forth in Government Code Section 56332. This provides for a meeting to be convened among representatives from each of the 48 independent special districts in Humboldt County, unless the Executive Officer determines that a meeting is not feasible. Based on Government Code Section 56332, it has been determined that a meeting of this "Independent Special District Selection Committee" for the purpose of selecting a special district member is not feasible due to the likelihood that a quorum would not be achieved. As such, both the nominating process and the election itself will be conducted by mail on behalf of the Independent Special District Selection Committee by the LAFCo Executive Officer.

Previously, a request for nominations was sent on December 18, 2015, which provided for the opportunity for independent special district boards to nominate candidates to fill the special district member vacancy. The nomination period ended on February 19, 2016, with two (2) nominations received by the deadline.

Enclosed is an official ballot to elect one candidate to serve as a regular special district member on LAFCo with a term beginning on July 1, 2016 and expiring June 30, 2020.

Please mark selection directly onto the ballot, voting for no more than one (1) candidate. **Ballots must be returned to Humboldt LAFCo, 1125 16th Street, Suite 202, Arcata, CA 95521 on or before May 6, 2016 at 5:00 p.m.**

Your district is encouraged to participate in this election process. For an election to be valid, at least a quorum of the special districts must submit valid ballots. The candidate receiving the most votes shall be deemed elected. Any nomination and ballot received by the Executive Officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the Executive Officer shall extend the date to submit ballots by 60 days and notify all districts of the extension.

An election schedule with information about the counting of ballots and successful candidate notification is enclosed.

If you have any questions, please contact LAFCo staff at 707-445-7508.

Election Schedule

LAFCo call for nominations letter mailed via certified mail	Friday, December 18, 2015
Nominations due to LAFCo	By 5:00 p.m., Friday, February 19, 2016
Ballots mailed from LAFCo via certified mail	Tuesday, March 8, 2016
Election Day – Ballots due to LAFCo	By 5:00 p.m., Friday, May 6, 2016
Election results mailed from LAFCo via certified mail	No later than Friday, May 20, 2016

Current Special District Terms

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Bruce Rupp, Humboldt Bay Municipal Water District	2012 - 2016
Regular Member	Troy Nicolini, Samoa Peninsula Fire District	2014 - 2018
Alternate Member	Frank Scolari, Humboldt Community Services District	2014 - 2018

Independent Special Districts

Big Lagoon Community Services District	Arcata Fire Protection District
Briceland Community Services District	Blue Lake Fire Protection District
Carlotta Community Services District	Briceland Fire Protection District
Fieldbrook-Glendale Community Services District	Bridgeville Fire Protection District
Humboldt Community Services District	Ferndale Fire Protection District
Loleta Community Services District	Fruitland Ridge Fire Protection District
Manila Community Services District	Garberville Fire Protection District
McKinleyville Community Services District	Humboldt No. 1 Fire Protection District
Miranda Community Services District	Kneeland Fire Protection District
Orick Community Services District	Myers Flat Fire Protection District
Orleans Community Services District	Petrolia Fire Protection District
Palmer Creek Community Services District	Redway Fire Protection District
Patrick Creek Community Services District	Rio Dell Fire Protection District
Phillipsville Community Services District	Samoa Peninsula Fire District
Redway Community Services District	Telegraph Ridge Fire Protection District
Riverside Community Services District	Willow Creek Fire Protection District
Scotia Community Services District	
Weott Community Services District	Humboldt Bay Harbor, Recreation and Conservation District
Westhaven Community Services District	Humboldt County Resource Conservation District
Willow Creek Community Services District	North Humboldt Recreation and Park District
Alderpoint County Water District	Southern Humboldt Community Healthcare District
Hydesville County Water District	Fortuna Cemetery District
Jacoby Creek County Water District	Petrolia Cemetery District
Humboldt Bay Municipal Water District	
Garberville Sanitary District	
Resort Improvement District No. 1	

**OFFICIAL BALLOT
INDEPENDENT SPECIAL DISTRICT ELECTION**

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Ballots must be returned to the LAFCo office at 1125 16th Street, Suite 202, Arcata, CA 95521, on or before May 6, 2016 at 5:00 p.m.

Name of District: _____

Address: _____

Telephone: _____

Please vote for one of the following candidates:

DEBRA D. LAKE
Sponsor: Fruitland Ridge Fire Protection District

J. BRUCE RUPP (incumbent)
Sponsor: Humboldt Bay Municipal Water District
Sponsor: McKinleyville Community Services District

The Board hereby selects the above candidate to fill the term beginning on July 1, 2016 and expiring on June 30, 2020, as a regular special district member of the Humboldt Local Agency Formation Commission.

Board action taken on the _____ day of _____, 2016, by the following vote:

AYES: _____

NOSE: _____

ABSTAIN: _____

ABSENT: _____

DISTRICT REPRESENTATIVE:

Signature

Printed Name / Title

ARTICLE 7 GENERAL USE REGULATIONS

Sec 7.1 Water Waste. No customer shall knowingly permit leaks. Where water is wastefully or negligently used on customer premises seriously affecting the general service, the District may discontinue the service if such conditions are not corrected within five (5) business days after giving the customer written notice.

Sec 7.2 Responsibility for Equipment on Customer Premises. All facilities installed by the District on private property for the purpose of rendering water service shall remain the property of the District and may be maintained, replaced, or repaired by the District without consent or interference of the owner or occupant of the property. The property owner shall use reasonable care in the protection of the facilities.

Sec 7.3 Damage to Water System Facilities. The customer shall be liable for any damage to the service facilities when such damage is from causes originating on the premises by an act of the customer or his tenants, agents, employees, contractors, licensees or permittees, including the breaking or destruction of locks by the customer or others on or near a meter, and any damage to a meter that may result from hot water or steam from a boiler or heater on the customer's premises. The District shall be reimbursed by the customer for any such damage promptly on presentation of a bill.

Sec 7.4 Ground-Wire Attachments. All individuals or business organizations are forbidden to attach any ground-wire or wires to any plumbing that is or may be connected to a service connection or main belonging to the District. The District will hold the customer liable for any damage to its property occasioned by such ground-wire attachments.

Sec 7.5 Control Valve on the Customers Property . The customer shall provide a valve on their side of the service installation as close to the meter location as practicable to control the flow of water to the piping on his premises. The customer shall not use the service curb stop to turn water on and off for his convenience.

Sec 7.6 Cross-Connection. The customer must comply with State and Federal Laws governing the separation of dual water system or installations of back flow protective devices to protect the public water supply from the danger of cross-connection. Back flow protective devices must be installed as near the service as possible and shall be open to test and inspection by the District. The District, prior to installation, must approve plans for installation of back flow protective devices.

1. Purpose:

The purpose of this ordinance is to protect the public water supply system from contamination due to potential and actual cross-connections. This shall be accomplished by complying with State regulations adapted pursuant to Title 17, Section 7583 - 7605, inclusive of the California Code of Regulations, entitled "California Regulations to Drinking Water". Chapter 5, Subchapter 1, Group 4.

2. Responsibility:

The General Manager or designee shall be responsible for implementing and enforcing the cross-connection program. An appropriate backflow prevention assembly shall be installed by and at the expense of the water user at each connection where required to prevent backflow from the water user's premises to the domestic water system. It shall be the water user's responsibility to comply with Garberville Sanitary District requirements.

3. Requirements:

The type of protection that shall be provided to prevent backflow into the public water supply system shall be commensurate with the degree of hazard, actual or potential, that exists on the water user's premises. Unprotected cross-connections with the public water supply are prohibited. The type of backflow prevention assembly that may be required (listed in decreasing level of protection) includes: Air-gap separation (AG), Reduced Pressure Principle Backflow Prevention Assembly (RP), and a Double Check Valve Assembly (DC). The water users may choose a higher level of protection than required by the water supplier but must be approved by Garberville Sanitary District and be adequate to meet or exceed the requirements stated in the Hazard section of State Code 7604, Title 17.

Sec 7.7 Special Cases. In special circumstances, when the customer is engaged in the handling of especially dangerous or corrosive liquids or industrial or process waters, the District may require the customer to eliminate certain plumbing or piping connections as an additional precaution and as a protection to the back flow preventive devices.

Sec 7.8 Relief Valves. As a protection to the customer's plumbing system, a suitable pressure relief valve must be installed and maintained by him/her at his/her expense when check valve or other protective devices are used. The relief valve shall be installed between the check valves and the water heater.

Sec 7.9 Back Flow Protection.

1. Description: "Cross Connection" is an unprotected actual or potential connection between a potable water system (GSD) used to supply water for drinking purposes and any source containing unapproved water or substance that is not or cannot be approved as safe, wholesome and potable. By-pass arrangements, jumper connections, removable sections, swivel or changeover devices, through which a backflow could occur; shall be considered cross-connections.
2. Responsibility and Scope:
 - a. The cross-connection program will be administered by the General Manager or designee. The Garberville Sanitary District will maintain a list of approved backflow prevention assembly testers. Garberville Sanitary District will conduct studies to determine the Potential hazards and the water quality associated with backflow Prevention assemblies. The water user will be notified when an assembly needs to be tested And this notification will include a date by which the test must be completed.
 - a. The GSD shall be responsible to implement and manage the cross-connection control program within the District water supply boundaries.

- b. The GSD control program includes, but is not limited to the following:
 1. Conduct surveys to identify and investigate water user's premises where cross connections may occur.
 2. Make determination for the requirement of cross-connection protection.
 3. Notify the water users having cross-connection devices of the requirement for testing or repair.
 4. Maintain records of locations, annual tests and repairs of cross-connection devices.
 5. Lock out GSD water supplied to the premises that present a health hazard and/or where cross-connection devices are required and the user will not comply. Or where the user fails to make cross-connection device repairs.

3. Evaluation of Hazards:

- a. The District will evaluate the degree of potential health hazard to the water as a result of conditions existing on the user's premises. The District, however, shall not be responsible for abatement of cross-connections or health hazards which are unknown to the GSD and which may exist within the user's premises.

3. Water User's Responsibility:

- a. The water user is responsible for installation, testing and repair of cross-connection devices, when such devices are deemed necessary by the District or State Department of Health.
- b. To advise the District of any and all conditions which may require cross-connection protection, including, but not limited to:
 1. Handling of chemicals that could contaminate the District's water system.
 2. Operation of a fire protection system that is or can be connected to the water system.
 3. Irrigation systems in which chemicals or unapproved water may be introduced.
 4. Any unapproved water source on the premises.

5. Use of reclaimed water on the premises. Pumping of hazardous materials (other than single family residences sewer lift pump)
- c. To advise the GSD of all repairs and tests made to cross-connection devices.

4. Backflow Prevention Assemblies:

a. Only backflow prevention assemblies which have been approved by Garberville Sanitary District shall be acceptable for installation by a water user. A list of approved backflow prevention assemblies will be provided upon request to any affected customer. Backflow prevention assemblies shall be installed in a manner prescribed in Section 7603, title 17. Location of the assemblies shall be as close as practical to the user's connection. The Garberville Sanitary District shall have final authority in determining the required location of a backflow prevention assembly.

b. Testing of backflow assemblies shall be conducted only by certified testers and testing will be the responsibility of the water user. Backflow prevention assemblies must be tested at least annually and immediately after installation, relocation or repair. More frequent testing may be required if deemed necessary by the Garberville Sanitary District. No assembly shall be placed back in service unless it is functioning as required. These assemblies shall be serviced, overhauled or replaced whenever they are found to be defective and all costs of testing, repairs and maintenance shall be borne by the water user. Approval must be obtained from the Garberville Sanitary District prior to removing, relocating or replacing a backflow prevention assembly.

ARTICLE 10 DISCONTINUANCE OF SERVICE

Sec 10.1 Disconnection for Non-Payment. Service may be discontinued for non-payment of bills after fifteen (15)(35) days following the billing date. A customer service that is terminated for non-payment will be charged a \$ 25.00 reconnection fee.

Sec 10.2 Reconnection Charge. A nonrefundable reconnection charge of twenty-five dollars (\$25.00) will be made and collected prior to renewing service following disconnection.

Sec 10.3 Unsafe Apparatus. Water service may be refused or discontinued to any premises where apparatus or appliances are in use which might endanger or disturb the service of other customers.

Sec 10.4 Cross-Connection. Water service may be refused or discontinued to any premises where **a cross-connection exists, violating State or Federal laws and GSD Ordinances. exists a cross-connection in violation of State or Federal laws.**

Sec 10.5 Fraud or Abuse. Service may be discontinued if necessary to protect the District against fraud or abuse.

Sec 10.6 Non-Compliance with Regulations. Service may be discontinued for non-compliance with this or any other ordinance or regulation relating to the water service.

Sec 10.7 Upon Vacating Premises. Customers desiring to discontinue service shall notify the District two (2) or more days prior to the date of disconnect. Customers who fail to notify the District as provided in this section shall be liable for regular water service charges whether or not any water is used.

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Sec 10.5 Fraud or Abuse. Service may be discontinued if necessary to protect the District against fraud or abuse.

Sec 10.6 Non-Compliance with Regulations. Service may be discontinued for non-compliance with this or any other ordinance or regulation relating to the water service.

Sec 10.7 Upon Vacating Premises. Customers desiring to discontinue service shall notify the District two (2) or more days prior to the date of disconnect. Customers who fail to notify the District as provided in this section shall be liable for regular water service charges whether or not any water is used.

Sec 10.8 Abandonment Charge. Any person who desires to abandon services to a building from the District's water system or to abandon service to a property, shall pay to the District an Abandonment Charge. **When no abandonment fee is received by the District, legal action may be taken to collect the abandonment fee. If the fee is not received from the renter, the property owner will be responsible for payment and service charges, including late fees and if payment is not received from the owner, all charges will be paid by the new owner along with a new connection fee before service will be provided.** The Abandonment Charge shall consist of:

- a. All costs incurred by the District in disconnecting the system at the property line and plugging and sealing the line, including the cost of surveying, if any, and
- b. The sum of five hundred dollars (\$500.00), to recover **the** District **its** costs.
- c. **Owner must fill out the District Discontinuance application**

1. Item (b) of the Abandonment Charge shall not apply to any person who desires to disconnect a building from the District's Water or Sewer system but who intends to keep other buildings on the property connected to the system or to disconnect from one building while connecting to another on the same property.

Sec 10.9 Annual Fee for Discontinued Service.

Any person requesting discontinuance of service may pay an annual fee of \$500 to keep service active and not be charged a re-connection fee when service continues.

- a. Any person requesting discontinued service is required to fill out the District discontinued service application and be responsible for any associated costs, including service charges and associated fees along with a nonrefundable \$500 discontinued service fee.
- b. When a discontinued service wants reconnection and has not paid the annual \$500 inactive service fee, they will be required to pay current connection fees prior to service.

ARTICLE 12 PUBLIC FIRE PROTECTION

Sec 12.1 Use of Fire Hydrants. Fire hydrants are for use by the District or by organized fire protection agencies pursuant to contract (do we want a contract) with the District. Other parties desiring to use fire hydrants for any purpose must first obtain written permission from the **Board** General Manager or designee prior to use and shall operate the hydrant in accordance with instructions issued by the District. **Unauthorized use of hydrants will**

- a. Unless previously agreed, water taken from a fire hydrant will be monitored and billed at the bulk water rate in Article 14, Section 14.3

Sec. 12.2 Moving of Fire Hydrants. When a fire hydrant has been installed in the location specified by the proper authority, the District has fulfilled its obligation. If a property owner or other party desires a change in the size, type, or location of the hydrant, they shall bear all costs of such changes without refund. Prior to any change in the location of a fire hydrant must be approved by the Board of Directors.