

**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 27, 2018  
5:00 P.M. – Closed Session  
5:15 P.M. – Open Public Session**

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

**I. REGULAR MEETING CALLED TO ORDER**

**II. ESTABLISHMENT OF QUORUM**

**Rio Anderson\_\_\_, Linda Brodersen\_\_\_, Doug Bryan\_\_\_, Richard Thompson\_\_\_**

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

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

**V. CLOSED SESSION**

**A. 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*

**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. 5-19
- A.2 Approve 2/27/18 Regular Meeting Minutes - pg. 20-22
- A.3 Operations Safety Report- pg. 23-24

**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 Measure Z Funding—Fire hydrant Replacement  
(discussion-possible action) update  
**Motion:**                      **Second:**                      **Vote:**
- B.2 Water Treatment Plant Contact Chamber repairs  
(discussion-possible action) update  
**Motion:**                      **Second:**                      **Vote:**
- B.3 Phillipsville-Garberville Operations Agreement                      pg.25-27  
(discussion-possible action)  
**Motion:**                      **Second:**                      **Vote:**
- B.4 Update on Changes to Quick Books Accounting                      pg.  
(discussion-possible action) (Mary report)
- B.6 Rate Study Update                      pg.
- B.7 Alternative Electricity Research                      pg.  
(update only)
- B.8 CSDA Board Nomination                      pg. 28-33  
(discussion-possible action) resolution #18-006  
**Motion:**                      **Second:**                      **Vote:**

**C. POLICY REVISION / ADOPTION**

- C.1 Water Ordinance Sec 9.7 Customer Guarantee—Requirements and Deposit                      pg. 34-35  
(discussion-possible action) Resolution 18-003 (first reading)

**C. POLICY REVISION / ADOPTION-----Continued**

C.2 Contact Chamber---Notice of Exemption pg. 36-41  
(discussion-possible action) resolution #18-004  
**Motion:                      Second:                      Vote**

C.3 Fire Hydrant Replacement—Notice of Exemption pg. 42-46  
(discussion-possible action) resolution #18-005  
**Motion:                      Second:                      Vote**

**X. ITEMS FOR NEXT BOARD MEETING**

1. Rate Study
2. 10 year Capital Improvement Plan
3. Agricultural Water Use Ordinance –Sec 15.9
4. Budget Update 2018-2019
5. Water Ordinance Sec 9.7 Customer Guarantee—Requirements and Deposit

**XI. ADJOURNMENT**

Posting of Notice at the District Office no later than March 23, 2018: 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: March 27, 2018

We have been working on the 2018-2019 Budget and are ready for a Budget Committee Meeting, so I would like to set up a day and time when the Budget Committee can meet.

Staff has been working with outside services and contractors to design the contact chamber, install fire hydrants with Measure Z funding and develop an updated project list with associated cost.

We have been meeting the water demands of our customers and staff has been working hard to keep the water treatment facility operating during power outages and heavy rains. We have had sewer blockages during this month which the operations staff has been able to repair with our hydro-jetter.

I will be having staff evaluations this week in preparation for our upcoming budget planning and will have my evaluation scheduled for the April Board meeting so the Board will be able to evaluate me.

Doug and Linda are up for re-election in November of 2018

The Elections Office phone number is 445-7481 if you want further information.

Respectfully Submitted:

Ralph Emerson



# GARBERVILLE SANITARY DISTRICT

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

## BOARD AGENDA MEMORANDUM

Meeting Date: March 27, 2018  
To: Garberville Sanitary District Board of Directors  
From: Jennie Short, Consultant Project Manager  
Subject: January 2018 Financial Statements

### GENERAL OVERVIEW AND FINANCIAL CONSIDERATIONS

The attached Financial Statements are for January. As can be seen on the "Combined (both water and sewer) Revenue & Expense Report for Board" in the YTD Actual (first 7 months of year) column:

- The revenue is \$598,348.02, which is \$57,070.02 over budget so far this year
- The total expenses are \$433,007.41, which is \$27,434.41 over budget
- The net income excluding depreciation is \$165,340.61, which is \$29,635.61 over budget (good news)

As can be seen on the "Statement of Cash Flows Report for Board - July through January 2018":

- Net cash increase year to date is \$30,745.88
- Expenditures for fixed asset acquisition so far this year total \$51,898.03
- Total payments on long term debt so far this year total \$87,699.49. We will still need to make the second semi-annual payment on the water loan, and the monthly payments on the Alderpoint Tank Loan and Copier Lease which total about \$47,587.

### ATTACHMENTS

1. Balance Sheet with Comparison between Current month and Fiscal Year ending June 30, 2017
2. Statement of Cash Flows - Current Month and Fiscal Year to Date
3. Revenue and Expense Report - Combined Report for Water & Sewer containing current month actual, fiscal year to date actual, and annual budget
4. Check Register Report for all checks issued in January 2018

**Garberville Sanitary District**  
**Statement of Cash Flows Report for Board**  
**January 2018 and Fiscal Year to Date**

	<u>Fiscal YTD</u>	<u>January '18</u>
<b>OPERATING ACTIVITIES</b>		
Net Income	(139,462.70)	(33,676.96)
Adjustments to reconcile Net Income to net cash provided by operations:		
11000 · Accounts Receivable - Other	599.70	0.00
1100 · Accounts Receivable	17,285.54	2,791.10
1100 · Accounts Receivable:1110 · Accts Re	3,003.64	354.53
1120 · A/R - Employee	(91.97)	0.00
1450 · Prepaid Rent	835.00	0.00
1500 · Prepaid Insurance	(7,266.38)	1,911.23
1501 · Prepaid Workers Comp	6,770.52	660.72
1502 · Prepaid Expenses	3,844.26	590.64
1510 · Prepaid Licenses and Permits	(8,217.06)	1,635.00
2000 · Accounts Payable	(8,441.81)	(39,739.64)
20000 · *Accounts Payable	(1,227.86)	0.00
2205 · Accrued Simple	(41.46)	(41.46)
2220 · Accrued State PR Taxes	(29.71)	0.00
2225 · Accrued Workers Comp	(2,019.62)	0.00
Net cash provided by Operating Activities	<u>(134,459.91)</u>	<u>(65,514.84)</u>
<b>INVESTING ACTIVITIES</b>		
SEWER:Collection	(14,888.32)	0.00
Accumulated Depreciation-Water	201,355.56	28,765.08
Accumulated Depreciation-Sewer	103,447.75	14,778.25
CIP-CL2 Contact Chamber Replace	(9,803.51)	(810.00)
CIP - Bear Canyon Aerial	(1,529.96)	0.00
WATER:Treatment	(5,451.90)	0.00
WATER:Distribution	(16,197.36)	(6,000.00)
SEWER:Pumps	(4,026.98)	0.00
Net cash provided by Investing Activities	<u>252,905.28</u>	<u>36,733.33</u>
<b>FINANCING ACTIVITIES</b>		
2500 · N/P - SWRCB	(22,713.22)	0.00
2605 · RCAC Loan #6200-GSD-02	(28,198.96)	(4,078.85)
2655 · Lease Payable - Copier	(556.95)	(80.73)
2700 · SRF Loan - Water	(22,991.18)	0.00
2660 · Lease Payable - Ford Motor Cred	(13,239.18)	0.00
Net cash provided by Financing Activities	<u>(87,699.49)</u>	<u>(4,159.58)</u>
Net cash increase for period	<u>30,745.88</u>	<u>(32,941.09)</u>
Cash at beginning of period	<u>808,263.69</u>	<u>871,950.66</u>
Cash at end of period	<u><u>839,009.57</u></u>	<u><u>839,009.57</u></u>

**Garberville Sanitary District**  
**Balance Sheet Prev Year Comparison**

As of January 31, 2018

	Jun 30, 17	Jan 31, 18	\$ Change 6/30/17 to 01/31/18	Notes
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1005 · Umpqua Checking - Operating	13,489.99	28,630.36	15,140.37	
1006 · Umpqua System Reserve - Water	56,039.48	75,900.16	19,860.68	
1007 · Umpqua System Reserve - Sewer	80,228.22	58,353.12	(21,875.10)	
1011 · Water Enterprise Fund	46,354.75	46,450.40	95.65	
1030 · County Treasury - Sewer Reserve	373,134.13	388,962.96	15,828.83	1st Inst. Of Prop Taxes
1031 · County Treasury - Water Reserve	238,854.09	240,393.83	1,539.74	
1040 · Petty Cash	39.51	39.51	0.00	
1050 · Cash Drawer	200.00	279.23	79.23	
<b>Total Checking/Savings</b>	<b>808,340.17</b>	<b>839,009.57</b>	<b>30,669.40</b>	
<b>Accounts Receivable</b>				
11000 · Accounts Receivable - Other	814.70	215.00	(599.70)	
<b>Total Accounts Receivable</b>	<b>814.70</b>	<b>215.00</b>	<b>(599.70)</b>	
<b>Other Current Assets</b>				
1100 · Accounts Receivable				
1110 · Accts Receivable Over Payments	(1,481.30)	(4,484.94)	(3,003.64)	
1100 · Accounts Receivable - Other	99,758.38	82,472.84	(17,285.54)	
<b>Total 1100 · Accounts Receivable</b>	<b>98,277.08</b>	<b>77,987.90</b>	<b>(20,289.18)</b>	
1120 · A/R - Employee		91.97		
1450 · Prepaid Rent	835.00	0.00	(835.00)	
1500 · Prepaid Insurance	2,468.34	9,734.72	7,266.38	
1501 · Prepaid Workers Comp	10,225.31	3,454.79	(6,770.52)	
1502 · Prepaid Expenses	6,590.16	2,745.90	(3,844.26)	
1510 · Prepaid Licenses and Permits	0.00	8,217.06	8,217.06	
1550 · Allowance for Doubtful Accounts	(5,000.00)	(5,000.00)	0.00	
<b>Total Other Current Assets</b>	<b>113,395.89</b>	<b>97,232.34</b>	<b>(16,163.55)</b>	
<b>Total Current Assets</b>	<b>922,550.76</b>	<b>936,456.91</b>	<b>13,906.15</b>	
<b>Fixed Assets</b>				
CIP-CL2 Contact Chamber Replace		9,803.51		
CIP - SWTP Coag Project	4,806.26	4,806.26	0.00	
CIP - Leino Ln	585.00	585.00	0.00	
CIP - Bear Canyon Aerial	1,236.10	2,766.06	1,529.96	
<b>WATER</b>			<b>0.00</b>	
Land - Water	88,698.62	88,698.62	0.00	
Water Easements & Intangibles	177,397.11	177,397.11	0.00	
<b>Treatment</b>	<b>59,930.27</b>	<b>65,382.17</b>	<b>5,451.90</b>	SWTP BW Pump and RW Check Valve
<b>Distribution</b>	<b>2,696,416.81</b>	<b>2,712,614.17</b>	<b>16,197.36</b>	Main Tank Dist Pumps
Pumps	2,909.87	2,909.87	0.00	
DWTP (Water) 2015	4,968,104.88	4,968,104.88	0.00	
<b>Total WATER</b>	<b>7,993,457.56</b>	<b>8,015,106.82</b>	<b>21,649.26</b>	
<b>Water System</b>	<b>142,474.97</b>	<b>142,474.97</b>	<b>0.00</b>	

**Garberville Sanitary District**  
**Balance Sheet Prev Year Comparison**  
As of January 31, 2018

	Jun 30, 17	Jan 31, 18	\$ Change 6/30/17 to 01/31/18	Notes
<b>SEWER</b>				
Land - Sewer	129,810.68	129,810.68	0.00	
Collection	2,311,580.70	2,326,469.02	14,888.32	Headworks
Treatment	507,552.59	507,552.59	0.00	
Pumps	9,881.98	13,908.96	4,026.98	Sunnybank Valve
Sewer Project - 2011	2,792,451.91	2,792,451.91	0.00	
<b>Total SEWER</b>	<b>5,751,277.86</b>	<b>5,770,193.16</b>	<b>18,915.30</b>	
Office Equipment	32,004.40	32,004.40	0.00	
Equipment	158,306.60	158,306.60	0.00	
Vehicles	81,171.66	81,171.66	0.00	
MSR/SOI and Annexation Project	157,367.08	157,367.08	0.00	
Accumulated Depreciation-Water	(1,183,142.26)	(1,384,497.82)	(201,355.56)	
Accumulated Depreciation-Sewer	(1,636,657.06)	(1,740,104.81)	(103,447.75)	
<b>Total Fixed Assets</b>	<b>11,502,888.17</b>	<b>11,249,982.89</b>	<b>(252,905.28)</b>	
<b>TOTAL ASSETS</b>	<b>12,425,438.93</b>	<b>12,186,439.80</b>	<b>(238,999.13)</b>	
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable				
2000 · Accounts Payable	26,541.07	17,973.43	(8,567.64)	
<b>Total Accounts Payable</b>	<b>26,541.07</b>	<b>17,973.43</b>	<b>(8,567.64)</b>	
<b>Other Current Liabilities</b>				
20000 · *Accounts Payable	1,227.86	0.00	(1,227.86)	
2205 · Accrued Simple		(41.46)	(41.46)	
2220 · Accrued State PR Taxes	29.71		(29.71)	
2225 · Accrued Workers Comp	2,019.62		(2,019.62)	
2230 · Accrued Vacation	16,720.85	16,720.85	0.00	
2250 · Loans Payable - Current Portion	131,750.84	131,750.84	0.00	
<b>Total Other Current Liabilities</b>	<b>151,748.88</b>	<b>148,430.23</b>	<b>(3,318.65)</b>	
<b>Total Current Liabilities</b>	<b>178,289.95</b>	<b>166,403.66</b>	<b>(11,886.29)</b>	
<b>Long Term Liabilities</b>				
2500 · N/P - SWRCB	168,855.28	146,142.06	(22,713.22)	Full Year Pmts
2605 · RCAC Loan #6200-GSD-02	177,471.14	149,272.18	(28,198.96)	Monthly Pmts
2655 · Lease Payable - Copier	2,526.29	1,969.34	(556.95)	Monthly Pmts
2660 · Lease Payable - Ford Motor Cred	27,338.94	14,099.76	(13,239.18)	Full Year Pmts
2700 · SRF Loan - Water	1,310,497.46	1,287,506.28	(22,991.18)	1 of 2 pmts made
2900 · Less Current Portion	(131,750.84)	(131,750.84)	0.00	
<b>Total Long Term Liabilities</b>	<b>1,554,938.27</b>	<b>1,467,238.78</b>	<b>(87,699.49)</b>	
<b>Total Liabilities</b>	<b>1,733,228.22</b>	<b>1,633,642.44</b>	<b>(99,585.78)</b>	
<b>Equity</b>				
3000 · Contributed Capital	6,129,491.75	6,129,491.75	0.00	
3100 · Retained Earnings	4,845,044.92	4,562,718.96	(282,325.96)	
Net Income	(282,325.96)	(139,462.70)	142,863.26	
<b>Total Equity</b>	<b>10,692,210.71</b>	<b>10,552,748.01</b>	<b>(139,462.70)</b>	
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>12,425,438.93</b>	<b>12,186,390.45</b>	<b>(239,048.48)</b>	



**Garberville Sanitary District**  
**Combined Revenue & Expense Report for Board**  
 January 2018

	January 2018 Actual	YTD Actual	YTD Budget	Total Annual Budget
Ordinary Income/Expense				
Income				
Water Charges				
4100 · Residential	21,267.92	179,312.72	170,632.00	290,000.00
4110 · Commercial	25,940.73	140,043.52	124,886.00	215,000.00
4150 · Bulk Water Sales	0.00	22,764.00		
Total Water Charges	47,208.65	342,120.24	295,518.00	505,000.00
4200 · Sewer Charges	29,508.08	213,444.72	213,789.00	365,000.00
4300 · Connection Fees	0.00	16,000.00	16,000.00	64,000.00
4650 · Late Charges	490.00	3,635.00	2,917.00	5,000.00
4700 · Other Operating Revenue	700.00	5,246.50	120.00	200.00
49900 · Uncategorized Income	135.00	135.00		
Total Income	78,041.73	580,581.46	528,344.00	939,200.00
Gross Profit	78,041.73	580,581.46	528,344.00	939,200.00
Expense				
Administrative and General				
5000 · Advertising	0.00	0.00	203.00	350.00
5005 · Bad Debts	0.00	530.19	3,207.00	5,500.00
5010 · Bank Charges				
5012 · Merchant Account Fees	100.38	1,341.81	872.00	1,500.00
5010 · Bank Charges - Other	0.00	821.58	788.00	1,350.00
Total 5010 · Bank Charges	100.38	2,163.39	1,660.00	2,850.00
5020 · Directors Fees	2,900.00	2,900.00	1,050.00	1,800.00
5030 · Dues and Memberships	0.00	4,180.27	1,868.00	3,200.00
5035 · Education and Training	0.00	655.00	1,982.00	3,400.00
5036 · Education and Training - B.O.D.	0.00	0.00	176.00	299.00
Insurance				
5040 · Liability	1,911.23	13,378.61	12,047.00	20,649.00
5050 · Workers' Comp	660.72	6,770.52	9,100.00	15,600.00
5055 · Health				
5055.1 · Employee Portion	-607.62	-4,557.15	-4,187.00	-7,177.00
5055 · Health - Other	2,603.85	17,549.40	20,936.00	35,890.00
Total 5055 · Health	1,996.23	12,992.25	16,749.00	28,713.00
Total Insurance	4,568.18	33,141.38	37,896.00	64,962.00
5060 · Licenses, Permits, and Fees	1,635.00	13,364.69	12,950.00	22,200.00
5065 · Auto	0.00	454.44	3,165.00	4,000.00
5070 · Miscellaneous	54.08	62.58	58.00	101.00
5080 · Office Expense	1,245.32	4,386.73	3,270.00	5,600.00
5085 · Outside Services	752.03	4,672.88	5,238.00	11,344.00
5090 · Payroll Taxes	3,010.93	14,478.62	16,852.00	28,890.00
5100 · Postage	112.96	1,296.80	1,516.00	2,596.00
5110 · Professional Fees	13,264.40	50,618.27	35,000.00	60,000.00
5130 · Rents	835.00	6,680.00	6,266.00	10,740.00
5135 · Retirement	581.40	4,382.39	4,330.00	7,422.00
5137 · Supplies	0.00	703.90	1,574.00	2,700.00

**Garberville Sanitary District**  
**Combined Revenue & Expense Report for Board**  
 January 2018

	January 2018 Actual	YTD Actual	YTD Budget	Total Annual Budget
5140 · Telephone	822.62	3,291.91	1,633.00	2,800.00
5145 · Tools	596.33	596.33	3,166.00	4,000.00
5150 · Travel and Meetings	0.00	1,018.46	931.00	1,600.00
5155 · Utilities	246.65	1,372.09	1,400.00	2,400.00
5160 · Wages				
5165 · Wages - Overtime	215.63	1,538.08	0.00	0.00
5160 · Wages - Other	9,629.77	71,521.18	72,417.00	124,144.00
<b>Total 5160 · Wages</b>	<b>9,845.40</b>	<b>73,059.26</b>	<b>72,417.00</b>	<b>124,144.00</b>
<b>Total Administrative and General</b>	<b>40,570.68</b>	<b>224,009.58</b>	<b>217,808.00</b>	<b>372,898.00</b>
<b>Sewage Collection</b>				
6010 · Fuel	286.53	1,053.32	1,662.00	2,850.00
6030 · Repairs and Maintenance	238.70	4,351.52	11,667.00	20,000.00
6040 · Supplies	13.28	1,785.99	935.00	1,600.00
6050 · Utilities	420.54	2,585.01	2,859.00	4,900.00
6060 · Wages				
6065 · Wages - Overtime Sewer Collecti	66.00	568.50	1,165.00	2,000.00
6060 · Wages - Other	2,589.16	19,004.16	10,955.00	18,776.00
<b>Total 6060 · Wages</b>	<b>2,655.16</b>	<b>19,572.66</b>	<b>12,120.00</b>	<b>20,776.00</b>
Sewage Collection - Other	0.00	6.26		
<b>Total Sewage Collection</b>	<b>3,614.21</b>	<b>29,354.76</b>	<b>29,243.00</b>	<b>50,126.00</b>
<b>Sewage Treatment</b>				
6075 · Fuel	286.53	1,053.32	1,515.00	2,600.00
6080 · Monitoring	300.00	1,775.73	4,667.00	8,000.00
6100 · Repairs and Maintenance	4,097.04	6,559.78	7,290.00	12,500.00
6110 · Supplies	0.00	3,275.70	4,435.00	7,600.00
6120 · Utilities	930.20	5,805.87	7,000.00	12,000.00
6130 · Wages				
6135 · Wages - Overtime Sewer Treatmen	0.00	1,033.50	875.00	1,500.00
6130 · Wages - Other	2,543.03	16,756.49	18,609.00	31,900.00
<b>Total 6130 · Wages</b>	<b>2,543.03</b>	<b>17,789.99</b>	<b>19,484.00</b>	<b>33,400.00</b>
<b>Total Sewage Treatment</b>	<b>8,156.80</b>	<b>36,260.39</b>	<b>44,391.00</b>	<b>76,100.00</b>
<b>Water Trans and Distribution</b>				
7075 · Fuel	286.53	1,053.32	1,460.00	2,500.00
7090 · Repairs and Maintenance	1,842.80	20,509.42	8,750.00	15,000.00
7100 · Supplies	13.29	1,981.06	2,334.00	4,000.00
7110 · Utilities	304.49	4,418.63	5,250.00	9,000.00
7120 · Wages				
7125 · Wages - Overtime Water Trans &	850.00	3,851.50	2,625.00	4,500.00
7120 · Wages - Other	3,505.50	27,835.98	16,546.00	28,364.00
<b>Total 7120 · Wages</b>	<b>4,355.50</b>	<b>31,687.48</b>	<b>19,171.00</b>	<b>32,864.00</b>
<b>Total Water Trans and Distribution</b>	<b>6,802.61</b>	<b>59,649.91</b>	<b>36,965.00</b>	<b>63,364.00</b>
<b>Water Treatment</b>				
7020 · Fuel	286.54	1,053.34	1,750.00	3,000.00
7010 · Monitoring	300.00	4,129.37	2,915.00	5,000.00
7030 · Repairs and Maintenance	1,071.94	12,794.93	2,916.00	5,000.00

**Garberville Sanitary District**  
**Combined Revenue & Expense Report for Board**  
 January 2018

	January 2018 Actual	YTD Actual	YTD Budget	Total Annual Budget
7040 · Supplies	516.45	6,151.78	7,000.00	12,000.00
7050 · Utilities	2,801.11	22,956.46	23,335.00	40,000.00
7060 · Wages				
7065 · Wages - Overtime Water Treatmen	0.00	4,750.25	2,917.00	5,000.00
7060 · Wages - Other	3,459.66	21,840.59	27,090.00	46,440.00
Total 7060 · Wages	3,459.66	26,590.84	30,007.00	51,440.00
Total Water Treatment	8,435.70	73,676.72	67,923.00	116,440.00
Total Expense	67,580.00	422,951.36	396,330.00	678,928.00
Net Ordinary Income	10,461.73	157,630.10	132,014.00	260,272.00
Other Income/Expense				
Other Income				
Property Tax Revenue				
8010 · Secured	0.00	12,284.19	11,500.00	23,000.00
8020 · Unsecured	0.00	833.93	750.00	1,500.00
8025 · Prior Years	0.00	0.00	0.00	25.00
8030 · Supplemental - Current	0.00	128.12	75.00	150.00
8035 · Supplemental - Prior Years	0.00	25.92	25.00	50.00
Total Property Tax Revenue	0.00	13,272.16	12,350.00	24,725.00
8053 · Water Capital Grant Income	0.00	0.00	0.00	60,000.00
8060 · Interest Income	53.38	4,325.30	584.00	1,000.00
8070 · Other Non-Operating Revenue	0.00	10.54		
9030 · Homeowners' Tax Relief	0.00	158.56	0.00	350.00
Total Other Income	53.38	17,766.56	12,934.00	86,075.00
Other Expense				
9040 · Depreciation	43,543.33	304,803.31	306,250.00	525,000.00
9050 · Interest Expense	648.74	10,056.05	9,243.00	15,843.00
Total Other Expense	44,192.07	314,859.36	315,493.00	540,843.00
Net Other Income	-44,138.69	-297,092.80	-302,559.00	-454,768.00
Net Income	-33,676.96	-139,462.70	-170,545.00	-194,496.00
9040 · Depreciation	43,543.33	304,803.31	306,250.00	525,000.00
Net Income Excluding Depreciation	<b>9,866.37</b>	<b>165,340.61</b>	<b>135,705.00</b>	<b>330,504.00</b>

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03/16/18

Accrual Basis

**Garberville Sanitary District**  
**Check Register Report for Board**  
 January 2018

Date	Num	Memo	Amount
<b>101 Netlink</b>			
01/04/2018	9106		-261.00
Total 101 Netlink			-261.00
<b>Amazon.com</b>			
01/14/2018	DBT		-596.33
Total Amazon.com			-596.33
<b>Anderson, Lucas, Somerville &amp; Borges</b>			
01/10/2018	9140		-2,500.00
Total Anderson, Lucas, Somerville & Borges			-2,500.00
<b>ARB-Tech Tree care</b>			
01/04/2018	9107	VOID:	0.00
01/08/2018	9134	VOID:	0.00
Total ARB-Tech Tree care			0.00
<b>Blue Star Gas</b>			
01/23/2018	9164		-109.13
Total Blue Star Gas			-109.13
<b>Branscomb Center</b>			
01/19/2018	DBT		-45.23
Total Branscomb Center			-45.23
<b>Brenntag Pacific, Inc.</b>			
01/04/2018	9108		-2,912.29
Total Brenntag Pacific, Inc.			-2,912.29
<b>Brian Miller</b>			
01/04/2018	9109		-46.85
Total Brian Miller			-46.85
<b>C &amp; K Market Inc.</b>			
01/16/2018	DBT		-37.73
01/17/2018	DBT		-19.73
Total C & K Market Inc.			-57.46

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Accrual Basis

**Garberville Sanitary District**  
**Check Register Report for Board**  
January 2018

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
<b>Capital Bank &amp; Trust</b>			
01/04/2018	EFT	557880519	-628.95
01/04/2018	EFT	025158148	-299.04
01/18/2018	EFT	025158148	-282.36
01/18/2018	EFT	557880519	-581.68
Total Capital Bank & Trust			-1,792.03
<b>Coast To Coast</b>			
01/26/2018	9172		-107.75
Total Coast To Coast			-107.75
<b>Cresco Equipment Rentals LLC</b>			
01/18/2018	9159		-2,091.03
Total Cresco Equipment Rentals LLC			-2,091.03
<b>Crystal Springs Bottled Water</b>			
01/04/2018	9126		-15.00
01/10/2018	9141		-5.00
01/31/2018	9178		-10.00
Total Crystal Springs Bottled Water			-30.00
<b>CSDA</b>			
01/04/2018	9110		-505.00
Total CSDA			-505.00
<b>CUMMINS PACIFIC LLC.</b>			
01/10/2018	9142		-1,045.32
Total CUMMINS PACIFIC LLC.			-1,045.32
<b>Dazey's Building Center</b>			
01/04/2018	9111		-360.69
01/08/2018	9133		-220.66
Total Dazey's Building Center			-581.35
<b>Doug Bryan</b>			
01/23/2018	9165		-550.00
Total Doug Bryan			-550.00

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03/16/18

Accrual Basis

**Garberville Sanitary District**  
**Check Register Report for Board**  
January 2018

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
<b>EDD</b>			
01/04/2018	EFT	499-0538-3	-727.13
01/04/2018	EFT	499-0538-3	-591.81
01/18/2018	EFT	499-0538-3	-535.11
01/18/2018	EFT	499-0538-3	-549.75
Total EDD			-2,403.80
<b>Emerald Technologies</b>			
01/18/2018	9160	VOID:	0.00
01/18/2018	9163		-58.27
Total Emerald Technologies			-58.27
<b>Eureka Oxygen Company</b>			
01/18/2018	9161		-304.23
Total Eureka Oxygen Company			-304.23
<b>Fluentstream Tech</b>			
01/04/2018	9112		-108.13
Total Fluentstream Tech			-108.13
<b>Frontier Communications</b>			
01/04/2018	9113		-226.23
01/10/2018	9143		-170.40
01/18/2018	9162		-125.23
01/31/2018	9179		-338.68
Total Frontier Communications			-860.54
<b>Gary Wellborn</b>			
01/23/2018	9166		-450.00
Total Gary Wellborn			-450.00
<b>Humboldt County Clerk's Office</b>			
01/09/2018	9137		-30.00
01/09/2018	9138		-50.00
01/09/2018	9139		-30.00
Total Humboldt County Clerk's Office			-110.00
<b>Humboldt County Dept. of Health &amp; Human S</b>			
01/04/2018	9114		-361.01
Total Humboldt County Dept. of Health & Human S			-361.01

**Garberville Sanitary District**  
**Check Register Report for Board**  
 January 2018

Date	Num	Memo	Amount
<b>Humboldt Fence Co.</b>			
01/31/2018	9180		-2,000.00
Total Humboldt Fence Co.			-2,000.00
<b>IRS</b>			
01/04/2018	EFT	68-0296323	-3,004.40
01/18/2018	EFT	68-0296323	-2,798.98
Total IRS			-5,803.38
<b>Jennie Short</b>			
01/23/2018	9167		-2,206.97
Total Jennie Short			-2,206.97
<b>KEENAN SUPPLY</b>			
01/04/2018	9115		-2,472.35
Total KEENAN SUPPLY			-2,472.35
<b>Linda Broderon</b>			
01/23/2018	9168		-700.00
Total Linda Broderon			-700.00
<b>LINDA IVEY</b>			
01/16/2018	9152		-167.03
Total LINDA IVEY			-167.03
<b>Lori Ruiz</b>			
01/23/2018	9169		-200.00
Total Lori Ruiz			-200.00
<b>Micah Bigelow</b>			
01/08/2018	9135		-850.00
Total Micah Bigelow			-850.00
<b>Mitchell, Brisso, Delaney &amp; Vrieze</b>			
01/10/2018	9144	VOID:	0.00
Total Mitchell, Brisso, Delaney & Vrieze			0.00
<b>NAPA</b>			
01/04/2018	9116		-67.05
01/31/2018	9181		-88.33
Total NAPA			-155.38

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Accrual Basis

**Garberville Sanitary District**  
**Check Register Report for Board**  
January 2018

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
<b>North Coast Laboratories Ltd.</b>			
01/04/2018	9117		-540.00
01/26/2018	9173		-540.00
Total North Coast Laboratories Ltd.			-1,080.00
<b>Owsley Electric</b>			
01/04/2018	9118		-2,925.00
Total Owsley Electric			-2,925.00
<b>PAPER MILL</b>			
01/29/2018	DBT		-18.94
Total PAPER MILL			-18.94
<b>PG&amp;E</b>			
01/10/2018	9145		-4,461.24
Total PG&E			-4,461.24
<b>Pitney Bowes Purchase Power</b>			
01/10/2018	9146		-80.81
Total Pitney Bowes Purchase Power			-80.81
<b>Postmaster</b>			
01/08/2018	DBT		-18.85
01/17/2018	DBT		-6.65
Total Postmaster			-25.50
<b>R. Anderson</b>			
01/23/2018	9170		-550.00
Total R. Anderson			-550.00
<b>Ralph Emerson</b>			
01/29/2018	9177		-50.00
Total Ralph Emerson			-50.00
<b>Randall Sand &amp; Gravel</b>			
01/04/2018	9119		-214.73
Total Randall Sand & Gravel			-214.73
<b>Rays Food Place</b>			
01/05/2018	DBT		-54.08
Total Rays Food Place			-54.08



**Garberville Sanitary District**  
**Check Register Report for Board**  
 January 2018

Date	Num	Memo	Amount
<b>Redwood Merchant Services</b>			
01/02/2018	DBT		-87.31
01/30/2018			-100.38
Total Redwood Merchant Services			-187.69
<b>RENNER</b>			
01/10/2018	DBT		-1,146.13
Total RENNER			-1,146.13
<b>Richard Thompson</b>			
01/23/2018	9171		-650.00
Total Richard Thompson			-650.00
<b>Rural Community Assistance Program</b>			
01/01/2018	DBT		-4,717.81
Total Rural Community Assistance Program			-4,717.81
<b>SDRMA</b>			
01/04/2018	9120		-266.01
01/10/2018	9147		-2,337.84
01/26/2018	9174		-266.01
Total SDRMA			-2,869.86
<b>Sentry III Center</b>			
01/04/2018	9121		-835.00
01/26/2018	9175		-835.00
Total Sentry III Center			-1,670.00
<b>Staples Credit Plan</b>			
01/26/2018	9176		-210.63
Total Staples Credit Plan			-210.63
<b>Streamline</b>			
01/04/2018	9122		-200.00
Total Streamline			-200.00
<b>SWRCB</b>			
01/09/2018	9136		-19,669.00
Total SWRCB			-19,669.00

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03/16/18

Accrual Basis

**Garberville Sanitary District**  
**Check Register Report for Board**  
January 2018

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<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
<b>The Paper Mill</b>			
01/29/2018	DBT	VOID: GJE, RGJE created on 02/06/2018	0.00
Total The Paper Mill			0.00
<b>Umpqua Bank</b>			
01/22/2018	DBT		-118.44
Total Umpqua Bank			-118.44
<b>US Cellular</b>			
01/04/2018	9123		-250.31
Total US Cellular			-250.31
<b>USPS</b>			
01/17/2018	DBT		-6.65
Total USPS			-6.65
<b>Vistaprint</b>			
01/19/2018	DBT		-29.05
Total Vistaprint			-29.05
<b>Wahlund Construction, Inc.</b>			
01/04/2018	9124		-6,000.00
01/10/2018	9148		-16,935.59
Total Wahlund Construction, Inc.			-22,935.59
<b>Wells Fargo</b>			
01/10/2018	9149		-90.51
Total Wells Fargo			-90.51
<b>Wyatt &amp; Whitchurch, E.A. Inc.</b>			
01/10/2018	9150		-1,605.00
Total Wyatt & Whitchurch, E.A. Inc.			-1,605.00
<b>WYCKOFF'S</b>			
01/04/2018	9125		-42.32
01/10/2018	9151		-17.49
Total WYCKOFF'S			-59.81

**Garberville Sanitary District  
Check Register Report for Board  
January 2018**

Date	Num	Memo	Amount
<b>Arreguin, Daniel J</b>			
01/04/2018	9127		-2,191.73
01/18/2018	9153		-2,108.67
Total Arreguin, Daniel J			-4,300.40
<b>Emerson, Ralph K</b>			
01/04/2018	9128		-2,893.97
01/18/2018	9154		-2,893.98
Total Emerson, Ralph K			-5,787.95
<b>LaFond, Jamie L</b>			
01/04/2018	9129		-287.75
01/18/2018	9155		-181.56
Total LaFond, Jamie L			-469.31
<b>Miller, Brian A</b>			
01/04/2018	9130		-1,560.11
01/18/2018	9156		-1,335.30
Total Miller, Brian A			-2,895.41
<b>Nieto, Mary</b>			
01/04/2018	9131		-1,025.54
01/18/2018	9157		-1,036.78
Total Nieto, Mary			-2,062.32
<b>Ruiz, Ricardo</b>			
01/04/2018	9132		-137.02
01/18/2018	9158		-191.84
Total Ruiz, Ricardo			-328.86
<b>No name</b>			
01/25/2018		Returned Item	-102.41
Total no name			-102.41
<b>TOTAL</b>			<b>-114,265.30</b>

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

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

February 27, 2018  
5:00 p.m. – Closed Session  
5:15 p.m. – Open Session

**I. REGULAR MEETING CALLED TO ORDER**

**II. ESTABLISHMENT OF QUORUM**

Rio Anderson-Present  
Linda Brodersen  
Doug Bryan  
Richard Thompson

**III. APPROVAL OF AGENDA**

**Motion: Rio Anderson                      Second: Richard Thompson                      Vote: 4-0**

**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  
**No Action taken during Closed Session**

**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- Discussed that the Board needs to fill out their conflict of interest forms**

**General Manager—Ralph Emerson Pg. 4 – Mr Thompson asked about what projects we were helping customers and contractors with. Mr. Emerson talked about a manhole installation by Brett VanMeter on Maple lane for a customer building a new home.**

**He also talked about a new project between highway 101 and redwood Dr.**

**IX. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

A.1 Approve Financials – pg. 5-17

**Pull Financials for Questions. Explanation of expenditures was given by Jennie Short and the Board approved the financials**

**Motion: Richard      Second: Rio      Vote: 4-0**

A.2 Approve 1/23/18 Regular Meeting Minutes - pg.18-20

A.3 Operations Safety Report- pg.21-22 Sexual Harassment training was presented to staff

**Motion: Richard      Second: Rio      Vote: 4-0**

**B. GENERAL BUSINESS – *Action items***

B.1 Water Treatment Plant Contact Chamber repairs  
(discussion-possible action) Presentation---Andy Sundquist

**Motion: Richard      Second: Rio      Vote: 4-0**

**Mr. Sundquist reported that he is working with Highland Tanks and the State Water Board on a baffled tank system that would meet the requirements of the State but also be less expensive than other contact chambers. David Nicoletti is also working on this project and stated that he felt Highland Tank would give us a discount on the tank to be approved in California. They will continue working on specs and a contract that meets GSD needs and the State Water Board.**

B.2 Rate Study Update—Water/Sewer      pg. 23  
(information only)  
**Next Meeting for Rate Study Update – March 29<sup>th</sup> 2018**

B.3 Measure Z funding update-- fire hydrant replacements  
(information only)  
**Application submitted for 2018. There will be a pre construction meeting next week and work should begin within the next two weeks from Wahlund Construction**

B.4 Customer Contact list and Emergency Plan  
(information only) (Mary report)  
**Emergency call credits purchased. Customer contact information updated successfully. Miss Nieto will continue working with customers to collect accurate contact information**

B.5 Final Audit Report      pg. 24-49  
(discussion-possible action) Presentation by Jennie Short  
**Audit report was discussed and presented by Jennie Short with no questions. The Audit was approved and submitted to the State and to RCAC.**  
**Motion: Doug      Second: Richard      Vote: 4-0**

B.5 Budget Update 2017-2018  
(information only) Presentation by Jennie Short  
**Jennie anticipates a positive year end. There was a detailed presentation of the 2017-2018 budget and what was anticipated for the remainder of the year. Jennie stated that based on some projects not completed and more than expected service charges, GSD should end the year with a positive bottom line above what was projected**

B.6 Phillipsville—Garberville Joint Management Agreement **pg. 50-51**

(discussion-possible action) Presentation by Ralph Emerson

Mr. Emerson and the PCSD Board President Chris Valk discussed working with PCSD to provide a licensed operator to keep them compliant and to assist with sampling while entering into a contract that protected both Districts and provided an operator for a proposed rate of \$500/month

**No Action Taken. Bring back with language from attorney.**

B.7 Commercial Agriculture water Use Ordinance Study Session **pg. 52**

(information only)

**Bring Back to next meeting**

C. **POLICY REVISION / ADOPTION**

C.1 Payment of Bills, insufficient funds, Sec 9.5 **pg. 53-56**

(discussion—possible action) 2<sup>nd</sup> Reading---resolution # 18-002

**7 days to pay before shut off - \$40.00 handling fee for NSF**

**Motion: Doug Second: Richard Vote: 4-0 Roll Call Vote**

X. **ITEMS FOR NEXT BOARD MEETING**

1. Rate Study Update – **March 29th**
2. 10 year Capital Improvement Plan
3. Agricultural Water Use Ordinance –**Sec 15.9**
4. 2018-2019 Budget Committee Update – **Postpone to April**
5. Redway--Garberville joint water transmission pipe
6. Customer change of ownership deposit for service
7. Phillipsville – Garberville Joint Management Agreement

XI. **ADJOURNMENT**

**Next Meeting March 27, 2018**

### Safety Meeting

Date of Meeting: 2/28/18 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)

1. Ralph Emerson

2. Mary Vieto

3. Dan Arreguin

4. Brian M. H.

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. \_\_\_\_\_

11. \_\_\_\_\_

12. \_\_\_\_\_

13. \_\_\_\_\_

14. \_\_\_\_\_

15. \_\_\_\_\_

16. \_\_\_\_\_

17. \_\_\_\_\_

18. \_\_\_\_\_

19. \_\_\_\_\_

20. \_\_\_\_\_

Name (signature)

1. Ralph Emerson

2. Mary Vieto

3. Dan Arreguin

4. Brian M. H.

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. \_\_\_\_\_

11. \_\_\_\_\_

12. \_\_\_\_\_

13. \_\_\_\_\_

14. \_\_\_\_\_

15. \_\_\_\_\_

16. \_\_\_\_\_

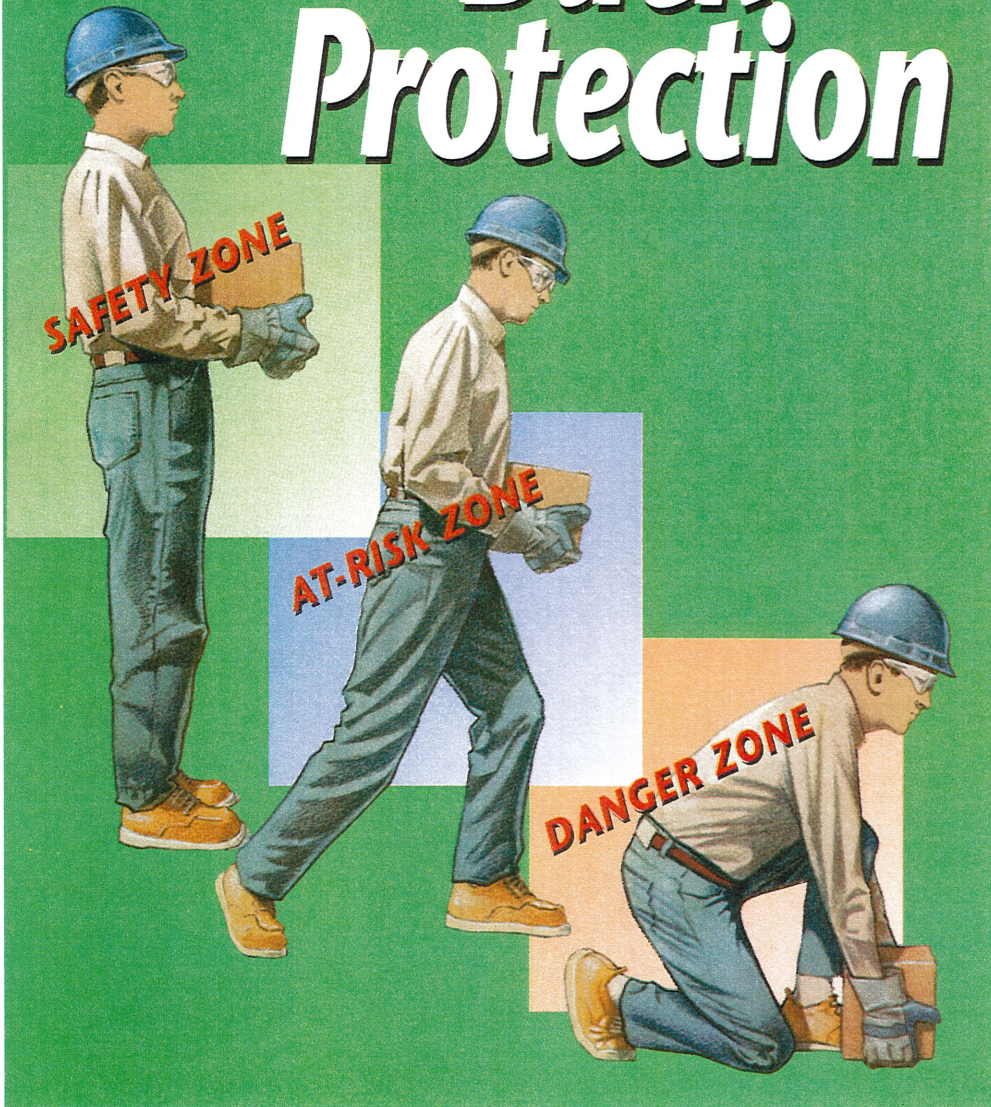
17. \_\_\_\_\_

18. \_\_\_\_\_

19. \_\_\_\_\_

20. \_\_\_\_\_

# Back Protection



***Defending Your  
Safety Zone***



# **AGREEMENT FOR PROVISION OF WATER TREATMENT PLANT OPERATION SERVICES**

THIS AGREEMENT FOR PROVISION OF WATER TREATMENT PLANT OPERATION SERVICES (this "Agreement") is made as of March \_\_, 2018, between GARBERVILLE SANITARY DISTRICT ("GSD") and PHILLIPSVILLE COMMUNITY SERVICES DISTRICT ("PCSD").

## **Recitals**

A. WHEREAS, the State Water Resource Control Board ("SWRCB") requires that all Water Treatment Facilities have a certified Water Treatment Operator regularly sample water from the treatment facility and provide reports to the SWRCB;

B. WHEREAS, Both SWRCB and PCSD have requested the use of GSD's certified Water Treatment Operator to perform weekly water sampling and reporting on/for PCSD's Water Treatment Plant to maintain compliance with SWRCB requirements; and

C. WHEREAS, GSD has agreed to share the services of its certified Water Treatment Operator under the terms and conditions of this Agreement.

For good and valuable consideration, the receipt and adequacy of which are acknowledged, GSD and PCSD agree as follows:

## **Section 1. Services Performed**

GSD shall supply one certified Water Treatment Operator ("Operator") to provide the following services to PCSD: Sampling of PCSD water and preparing and signing monthly reports in accordance with the requirements of the SWRCB (the "PCSD Services"). The Operator shall spend no more than five (5) hours per week performing PCSD Services. The Operator shall not be permitted to use a GSD vehicle when providing PCSD Services.

## **Section 2. Compensation to GSD**

PCSD shall pay GSD an initial fee of \$\_\_\_\_\_ and thereafter a monthly fee of \$500.00 for the provision of the PCSD Services.

## **Section 3. Term of Agreement**

This Agreement shall commence on \_\_\_\_\_, 2018 ("Effective Date") and shall remain in effect until terminated by GSD or PCSD in their sole and absolute discretion ("Term"). Either party may terminate this Agreement by providing thirty (30) days written notice of termination to the other party.

### **Section 3. Employer/Employee Relationship**

GSD shall be the sole employer of Operator and Operator shall not be considered an employee of PCSD. Operator shall continue to receive the rights, privileges and benefits conferred by GSD at all times that the Operator is performing PCSD Services. PCSD may not reprimand, suspend or take any disciplinary action whatsoever against Operator. Operator shall report all time spent on PCSD Services on Operator's time card in a separate category. GSD will pay Operator his normal hourly rate for all PCSD Services performed by Operator, and will thereafter invoice PCSD the monetary amounts paid by GSD to Operator for services rendered to PCSD, plus an additional \_\_\_\_\_ percent to cover any and all additional payroll taxes, vacation benefits, medical benefits and proportional costs attributable to Operator's provision of the PCSD Services.

### **Section 4. PCSD Release and Indemnification**

GSD shall not be liable and PCSD hereby releases and waives any and all claims and causes of action, of every type and nature, against GSD for any liabilities (including, without limitation, damages to persons, property, fines, penalties, liens, administrative and court costs, expenses and attorney's fees) arising out of or in any way related to the provision of the PCSD Services to PCSD by Operator. Furthermore, PCSD shall defend, indemnify and hold harmless GSD from and against any and all liabilities (including, without limitation, damages to persons, property, fines, penalties, liens, administrative and court costs, expenses and attorney's fees) which are in any way related to or arise out of the provision of the PCSD Services by Operator to PCSD. This provision shall survive the termination of this Agreement with respect to any claims or liability accruing prior to such termination. GSD and PCSD jointly acknowledge that the protections afforded GSD under this Section 4 constitute material consideration for GSD's willingness to provide the PCSD Services set forth in this Agreement.

### **Section 5. Liability Insurance**

PCSD shall maintain, at its sole cost and expense, either through private insurance or membership in a risk-sharing joint power authority, liability insurance coverage with minimum limits of \_\_\_\_\_ (\$ \_\_\_\_\_) per occurrence for death, bodily injury, personal injury or property damage. PCSD shall name both GSD and Operator as an additional insured on all policies of liability insurance.

### **Section 6. Workers' Compensation Insurance**

GSD shall provide workers' compensation insurance for Operator even when Operator is providing PCSD Services. GSD will invoice PCSD the proportional cost of the premium for said insurance pursuant to Section 3 of this Agreement, above.

### **Section 7. Entire Agreement**

This Agreement and text incorporated by reference contains the entire agreement between the parties regarding the matters covered in this Agreement. There have been no other statements, promises, or representations made by the parties that are intended to alter, modify, or complement this Agreement.

**Section 8. Amendment**

This Agreement may not be altered, amended, modified, or otherwise changed in any respect, except by a writing executed by an authorized representative of each party.

**Section 9. Counterparts**

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all taken together, shall constitute one and the same instrument. Electronic scan signatures and/or facsimile signatures shall be deemed to constitute originals.

**Section 10. Titles**

The section titles in this Agreement are used for the convenience of the parties and are not to be taken as part of the instrument or used to interpret this Agreement.

**Section 11. Authorization**

The undersigned, by their signatures, represent and warrant that they are authorized agents of their respective entities and are authorized to execute this Agreement.

**Section 12. Governing Law and Venue for Disputes**

This Agreement is governed and construed in accordance with California law. Any litigation to enforce this agreement shall be subject to the jurisdiction of, and venued in, the Humboldt County Superior Court for the State of California.

Executed on the date first above written.

**GARBERVILLE SANITARY DISTRICT**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

**PHILLIPSVILLE COMMUNITY SERVICES DISTRICT**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_



**California Special  
Districts Association**  
*Districts Stronger Together*

**DATE:** February 16, 2018  
**TO:** CSDA Voting Member Presidents and General Managers  
**FROM:** CSDA Elections and Bylaws Committee  
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT A**

---

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2019 - 2021 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).*

(over)

**Nomination Procedures:** Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors.

- **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination.**
- **Deadline for receiving nominations is April 18, 2018. Nominations and supporting documentation may be mailed or emailed to Beth Hummel.**  
No faxes please.

Mail: CSDA Attention: Beth Hummel  
1112 I Street, Suite 200, Sacramento, CA 95814  
E-mail: [bethh@csda.net](mailto:bethh@csda.net)

Once received, nominees will receive a candidate's letter in the mail. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

#### **Expiring Terms**

(See enclosed map for Network breakdown)

**Northern Network** Seat A-Ralph Emerson, GM, Garberville Sanitary District\*  
**Sierra Network** Seat A-Noelle Mattock, Director, El Dorado Hills CSD\*  
**Bay Area Network** Seat A-Robert Silano, Director, Menlo Park Fire Protection District\*  
**Central Network** Seat A-Joel Bauer, GM, West Side Cemetery District\*  
**Coastal Network** Seat A-Elaine Magner, Director, Pleasant Valley Recreation & Park District\*  
**Southern Network** Seat A-Jo MacKenzie, Director, Vista Irrigation District\*  
(\* = Incumbent is running for re-election)

If you have any questions, please contact Beth Hummel at 877-924-CSDA or [bethh@csda.net](mailto:bethh@csda.net).

#### **NEW THIS YEAR!**

**This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely.** *Electronic Ballots will be emailed to the main contact in your district June 18, 2018. All votes must be received through the system no later than 5:00 p.m. August 10, 2018.*

*Districts can opt to cast a paper ballot instead; but you must contact Beth by e-mail [Bethh@csda.net](mailto:Bethh@csda.net), by April 18, 2018 in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on June 17 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. August 10, 2018.

The successful candidates will be notified no later than August 14, 2018. All selected Board Members will be introduced at the Annual Conference in Indian Wells, CA in September 2018.



California Special  
Districts Association  
*Districts Stronger Together*

## 2018 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: Ralph Emerson  
District: Garberville Sanitary District  
Mailing Address: PO Box 211  
Garberville, CA. 95542

Network: Northern (see map on back)

Telephone: (707) 923-9566  
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: (707) 923-3130

E-mail: remerson@garberville.sd.org

Nominated by (optional): \_\_\_\_\_

**Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail, or email to:**

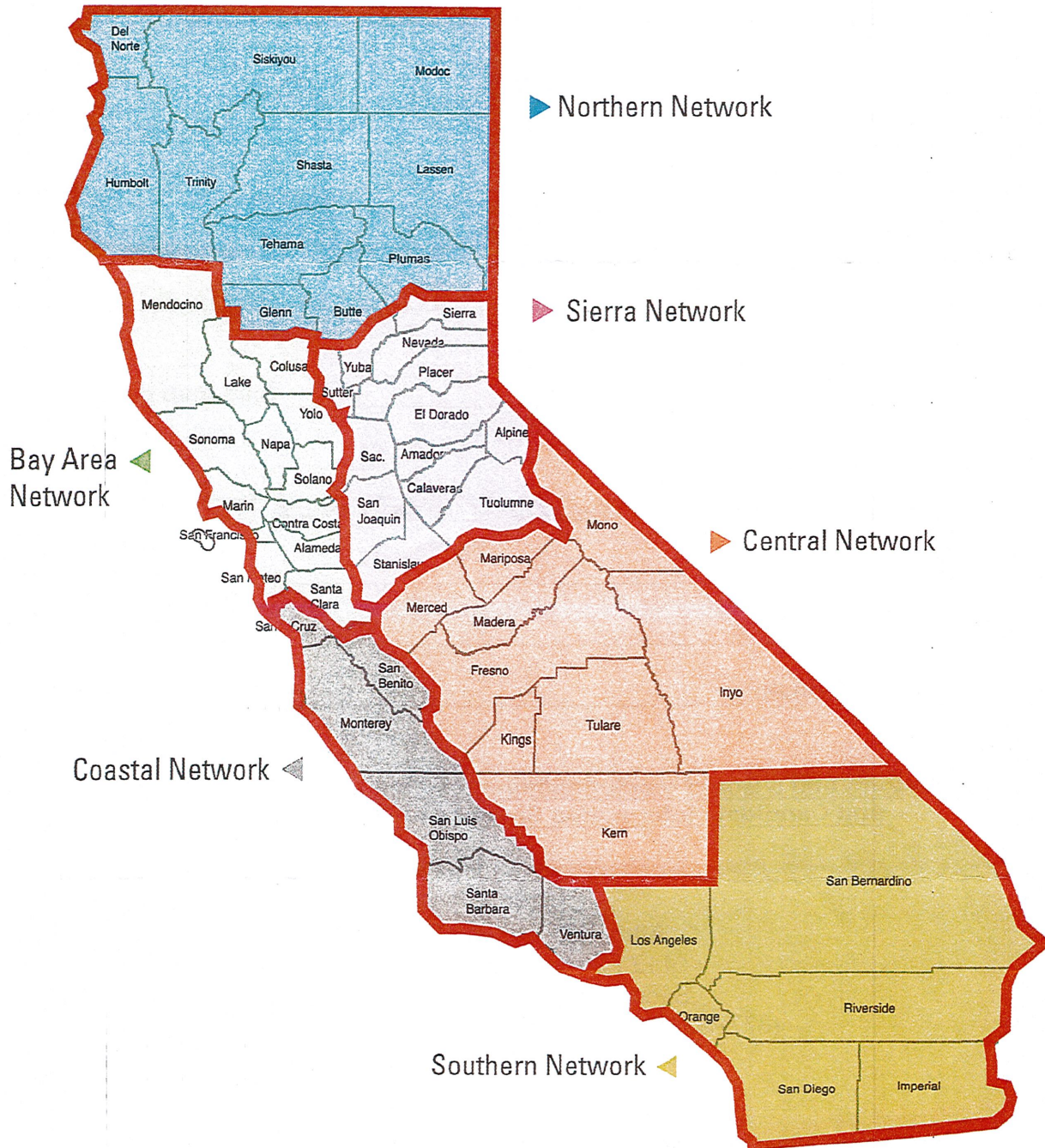
CSDA  
Attn: Beth Hummel  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732 (916) 442-7889 fax

bethh@cda.net

***DEADLINE FOR RECEIVING NOMINATIONS – April 18, 2018***



California Special Districts Association  
**DISTRICT NETWORKS**





California Special  
Districts Association  
*Districts Stronger Together*

### 2018 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Ralph Emerson

District/Company: Garberville Sanitary District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 4 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

yes Board Member CSDA

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

Redwood Rural Health Center - Lost Coast  
Interpretive Association -

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2018 will not be included with the ballot.**





# GARBERVILLE SANITARY DISTRICT

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

RESOLUTION NO: 18-006

**RESOLUTION OF GARBERVILLE SANITARY DISTRICT**

Authorizing the General Manager of Garberville Sanitary District (Ralph Emerson) to be nominated for a position on the California Special District's Board (CSDA)

WHEREAS, A position is open on the CSDA Board and Ralph Emerson was asked to consider serving a 4 year term on the Board.

WHEREAS, Garberville Sanitary District is the primary responsibility for the General Manager, so any involvement outside of GSD cannot interfere with that responsibility.

WHEREAS, Garberville Sanitary District is a member of CSDA and realizes the importance of CSDA for representing small districts, while providing much needed training and resources which enable staff to become more knowledgeable in their profession.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that Ralph Emerson the General Manager of Garberville Sanitary District is authorized to represent the District at CSDA and participate as a Board Member.

Passed and adopted by Garberville Sanitary District's Board of Directors on Date: March 27<sup>th</sup>, 2018 by the following vote:

AYES: Directors \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOES: Directors \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Title:

**Sec 9.7 Customer's Guarantee.** The water charge begins when a service connection is installed and the meter is set. The property owner must sign the customer service agreement form prior to being connected. In which he guarantees payment of future water bills for service required.

- a. **Renters Customers** are required to place a deposit of \$ ~~100.00~~ **\$200**, refundable after 2 years of good payment history
- b. Owner **may waive deposit for renter, and** will be responsible for charges. Account must be current before tenant's account can be established.
- c. Failure to receive a bill does not relieve consumer of liability. Any amount due shall be deemed a debt to the District and any person, firm, or corporation failing, neglecting, or refusing to pay said indebtedness shall be liable to an action in the name of the District in any court of competent jurisdiction for the amount.

6/1/2004 adopted



# GARBERVILLE SANITARY DISTRICT

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

## New Account Information Sheet

Account Number	Date Moved In	Premise Number	Date
<b>Name:</b>			
<b>Mailing Address:</b>			
<b>Service Address:</b>			
<b>Phone:</b>			
<b>Alternate Phone:</b>			
<b>Property Owner/Manager:</b>			
<b>Property Owner/Manager Address and Phone:</b>			
<b>Email:</b>			
<b>New Account Fee \$25</b>	Cash:		
	Check:		
	CC:		



# GARBERVILLE SANITARY DISTRICT

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

## BOARD AGENDA MEMORANDUM

Meeting Date: March 27, 2018  
To: Garberville Sanitary District Board of Directors  
From: Jennie Short, Consultant Project Manager  
Subject: Notice of Exemption for Chlorine Contact Chamber Replacement Project

### GENERAL OVERVIEW AND FINANCIAL CONSIDERATIONS

The District undertook the Drinking Water Improvement Project in May 2013. The project included in part the construction of a surface water treatment plant on Tooby Ranch Road. This SWTP included an underground chlorine contact chamber detention facility that was made up of 30" C-905 pipe. Construction of the DWIP was completed in January 2015. The capacity of the contact chamber met the flow rate allowed for under the District's water diversion license and permit from the State Water Resources Control Board, and this capacity needs to be maintained.

In November 2017, the underground pipes in the chlorine contact basin catastrophically failed. The SWTP was inoperable. On November 25-27, 2017, a temporary bypass was installed to allow for the community of Garberville to have drinking water. The temporary bypass only works while the plant is running at low flow rate settings. It also requires use of a section of distribution piping within the town to achieve the minimum chlorine contact time. It will not allow the flow rate at the treatment plant to be raised to meet the summer demands, nor service the properties that are within the District's Jurisdictional Boundary along the distribution waterline. The project as designed by Candor Rock will replace the underground chlorine contact chamber pipes with an above ground chlorine contact chamber tank and associated plumbing and site work.

Under CEQA, a Notice of Exemption is appropriate for this project under § 15301. A Class 1 project is described as "The operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination."

This project would also be exempt under § 15269. Emergency Projects Part (b) which states: *"Emergency repairs to publicly or privately owned service facilities necessary to maintain service essential to the public health, safety or welfare."*

### RECOMMENDED ACTIONS

1. Review the Notice of Exemption
2. Concur with the findings of exemption

3. Approve the Notice of Exemption and authorize the General Manager to sign on behalf of the District

## **ATTACHMENTS**

Notice of Exemption



# GARBERVILLE SANITARY DISTRICT

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

## NOTICE OF EXEMPTION

TO: Humboldt County Clerk  
825 5th Street, 5<sup>th</sup> Floor  
Eureka, CA 95501

PROJECT TITLE: Chlorine Contact Chamber Replacement Project

PROJECT LOCATION: CITY: GARBERVILLE COUNTY: HUMBOLDT  
Surface Water Treatment Plant on Tooby Ranch Road.

### DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES OF PROJECT:

The project consists of replacing the existing underground chlorine contact detention pipes with an above ground chlorine contact detention tank. The beneficiaries are the community of Garberville. The existing underground pipes experienced catastrophic failure in November 2017. A partial emergency bypass was installed in November 2017 and this tank installation will provide a permanent replacement to meet District requirements for treatment of surface water to State Drinking Water Standards.

NAME OF PUBLIC AGENCY APPROVING PROJECT: Garberville Sanitary District

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT: Garberville Sanitary District

### Exempt Status:

<input type="checkbox"/>	Ministerial (Sec. 21080(b)(1); 15268);
<input type="checkbox"/>	Declared Emergency (Sec. 21080(b)(3); 15269(a));
<input type="checkbox"/>	Emergency Project (Sec. 21080(b)(4); <b>15269(b)(c)</b> );
<input checked="" type="checkbox"/>	Categorical Exemption. Class 1 (14 CCR Section 15301)
<input type="checkbox"/>	Statutory Exemption. Sate code number:

Reason why this project is exempt:  
Replacing Existing Facilities

Lead Agency Contact Person: Jennie Short Phone Number: (707)223-4567

### If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?  Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Title: General Manager  
Ralph Emerson

## RESOLUTION 18-004

### THIS RESOLUTION AUTHORIZES THE GARBERVILLE SANITARY DISTRICT TO FILE A NOTICE OF EXEMPTION TO REPLACE OR REPAIR THE FAILING CHLORINE CONTACT CHAMBER

A. WHEREAS, Under CEQA, a Notice of Exemption is appropriate for this project under § 15301. A Class 1 project is described as “ The operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.”

B. WHEREAS, This project would also be exempt under § 15269. Emergency Projects Part (b) which states: “ Emergency repairs to publicly or privately owned service facilities necessary to maintain service essential to the public health, safety or welfare.”

C. WHEREAS, PROJECT TITLE: Chlorine Contact Chamber Replacement Project

PROJECT LOCATION: CITY: GARBERVILLE COUNTY: HUMBOLDT Surface Water Treatment Plant on Tooby Ranch Road.

DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES OF PROJECT: The project consists of replacing the existing underground chlorine contact detention pipes with an above ground chlorine contact detention tank. The beneficiaries are the community of Garberville. The existing underground pipes experienced catastrophic failure in November 2017. A partial emergency bypass was installed in November 2017 and this tank installation will provide a

permanent replacement to meet District requirements for treatment of surface water to State Drinking Water Standards.

NAME OF PUBLIC AGENCY APPROVING PROJECT: Garberville Sanitary District

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT: Garberville Sanitary District

Exempt Status: Ministerial (Sec. 21080(b)(1); 15268); Declared Emergency (Sec. 21080(b)(3); 15269(a)); Emergency Project (Sec. 21080(b)(4); 15269(b)(c)); XX Categorical Exemption. Class 1 (14 CCR Section 15301) Statutory Exemption. Sate code number:

Reason why this project is exempt: Replacing Existing Facilities

NOW, THEREFORE LET IT BE KNOWN THAT, RESOLUTION #18-004 DECLARES THAT THIS PROJECT IS EXEMPT BECAUSE OF THE EMERGENCY REPAIRS NEEDED TO MAINTAIN SERVICE ESSENTIAL TO THE PUBLIC HEALTH, SAFETY AND WELFARE.

RESOLUTION 18-004 WAS PASSED, APPROVED AND ADOPTED THIS 27<sup>th</sup> DAY OF MARCH 2018 BY THE FOLLOWING ROLL CALL VOTE:

AYES:

NOES:



**ABSTAIN:**

**ABSENT:**

---

**Linda Broderson, Board President**

**ATTEST:**

---

**Ralph Emerson, General Manager**



# GARBERVILLE SANITARY DISTRICT

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

## BOARD AGENDA MEMORANDUM

Meeting Date: March 27, 2018  
To: Garberville Sanitary District Board of Directors  
From: Jennie Short, Consultant Project Manager  
Subject: Notice of Exemption for Fire Hydrant Replacement Project

### GENERAL OVERVIEW AND FINANCIAL CONSIDERATIONS

In August 2014, Tyco Fire & Security Simplex Grinnell performed testing and/or inspection on the hydrants in the Garberville Area. Thirty-one hydrants were inspected; of those 14 failed and 2 were critically deficient (there was no water flow from the hydrant when fully opened). Over the past few years the District has been working on replacing and installing fire hydrants throughout the District.

The District applied for fiscal year 2017-18 Measure Z funds from Humboldt County. The District was awarded a \$60,000 grant. On October 24, 2017, the District and the County executed a Memorandum of Understanding outlining the terms of the funding. In January 2018, the District opened bids for the construction project. The Board awarded the project to Wahlund Construction. The project consists of replacing existing defective fire hydrants from the inspection report.

Under CEQA, a Notice of Exemption is appropriate for this project under Section 15301. A Class 1 project is described as “The operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.”

### RECOMMENDED ACTIONS

1. Review the Notice of Exemption
2. Concur with the findings of exemption
3. Approve the Notice of Exemption and authorize the General Manager to sign on behalf of the District

### ATTACHMENTS

Notice of Exemption



# GARBERVILLE SANITARY DISTRICT

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

## NOTICE OF EXEMPTION

TO: Humboldt County Clerk  
825 5th Street, 5<sup>th</sup> Floor  
Eureka, CA 95501

PROJECT TITLE: Measure Z Fire Hydrant Replacement Project

PROJECT LOCATION: CITY: GARBERVILLE COUNTY: HUMBOLDT

- INTERSECTION OF RIVERVIEW AND SPROWEL CREEK ROAD
- REDWOOD DRIVE AT HUMBOLDT REDWOODS INN
- ALDERPOINT ROAD @ GSD TANK DRIVEWAY
- REDWOOD DRIVE @ CALICO'S RESTAURANT
- REDWOOD DRIVE @ HIGHWAY 101 OVERCROSSING NORTH BOUND ON RAMP
- IN FRONT OF 1221 WALLEN RD
- SPROWEL CREEK ROAD @ BAKER LANE
- LOCUST ROAD ACROSS FROM GARBERVILLE FIRE DEPARTMENT

### DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES OF PROJECT:

The project consists of replacing eight existing defective fire hydrants with new functional fire hydrants. The beneficiaries are the community of Garberville - both residents and structures.

NAME OF PUBLIC AGENCY APPROVING PROJECT: Garberville Sanitary District

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT: Garberville Sanitary District

### Exempt Status:

<input type="checkbox"/>	Ministerial (Sec. 21080(b)(1); 15268);
<input type="checkbox"/>	Declared Emergency (Sec. 21080(b)(3); 15269(a));
<input type="checkbox"/>	Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
<input checked="" type="checkbox"/>	Categorical Exemption. Class 1 (14 CCR Section 15301)
<input type="checkbox"/>	Statutory Exemption. Sate code number:

Reason why this project is exempt:  
**Replacing Existing Facilities**

Lead Agency Contact Person: Jennie Short Phone Number: (707)223-4567

### If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?  Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Title: General Manager  
Ralph Emerson

## RESOLUTION 18-005

### THIS RESOLUTION AUTHORIZES THE GARBERVILLE SANITARY DISTRICT TO FILE A NOTICE OF EXEMPTION TO REPLACE OR REPAIR FAILING FIRE HYDRANTS

A. WHEREAS, It has been determined that the Garberville Sanitary District will replace failing fire hydrants within District boundaries.

B. WHEREAS, Resolution 18-005 will provide as a notice of exemption for the fire hydrant replacement project.

C. WHEREAS, General Overview and Financial Considerations:

In August 2014, Tyco Fire & Security Simplex Grinnell performed testing and/or inspection on the hydrants in the Garberville Area. Thirty-one hydrants were inspected; of those 14 failed and 2 were critically deficient (there was no water flow from the hydrant when fully opened). Over the past few years the District has been working on replacing and installing fire hydrants throughout the District.

The District applied for fiscal year 2017-18 Measure Z funds from Humboldt County. The District was awarded a \$60,000 grant. On October 24, 2017, the District and the County executed a Memorandum of Understanding outlining the terms of the funding. In January 2018, the District opened bids for the construction project. The Board awarded the project to Wahlund Construction. The project consists of replacing existing defective fire hydrants from the inspection report.

D. WHEREAS, Under CEQA, a Notice of Exemption is appropriate for this project under Section 15301. A Class 1 project is described as "The operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical

equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.”

E. WHEREAS, RECOMMENDED ACTIONS 1. Review the Notice of Exemption 2. Concur with the findings of exemption 3. Approve the Notice of Exemption and authorize the General Manager to sign on behalf of the District.

NOW, THEREFORE LET IT BE KNOWN THAT, THE BOARD OF DIRECTORS OF THE GARBERVILLE SANITARY DISTRICT APPROVES THIS NOTICE OF EXEMPTION FOR THE MEASURE Z FIRE HYDRANT PROJECT.

PROJECT LOCATION: CITY: GARBERVILLE COUNTY: HUMBOLDT ·  
INTERSECTION OF RIVERVIEW AND SPROWEL CREEK ROAD · REDWOOD DRIVE  
AT HUMBOLDT REDWOODS INN · ALDERPOINT ROAD @ GSD TANK DRIVEWAY ·  
REDWOOD DRIVE @ CALICO'S RESTAURANT · REDWOOD DRIVE @ HIGHWAY 101  
OVERCROSSING NORTH BOUND ON RAMP · IN FRONT OF 1221 WALLEN RD ·  
SPROWEL CREEK ROAD @ BAKER LANE · LOCUST ROAD ACROSS FROM  
GARBERVILLE FIRE DEPARTMENT

DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES OF PROJECT: The project consists of replacing eight existing defective fire hydrants with new functional fire hydrants. The beneficiaries are the community of Garberville – both residents and structures.

NAME OF PUBLIC AGENCY APPROVING PROJECT: Garberville Sanitary District

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT: Garberville Sanitary District

**RESOLUTION 18-005 WAS PASSED, APPROVED AND ADOPTED THIS 27<sup>th</sup> DAY OF MARCH 2018 BY THE FOLLOWING ROLL CALL VOTE:**

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

-----  
**Linda Broderson, Board President**

**ATTEST:**

-----  
**Ralph Emerson, General Manager**