

**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**

**February 23, 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. OPEN SESSION

1. Appoint Budget Committee Members (action requested)

Motion: Second: Vote:

V. 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

VI. 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 page 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

VII. 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 – page 5
- A.2 Approve 1/19/2016 Regular Meeting Minutes - page 24
- A.3 Operations Safety Report- page 27

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 Eel River Historical Comparisons for GSD Water Usage Verbal
(Report by Ron Copenhafer)-- Information only
- B.2 Customer Water Usage Comparison to Last Year Verbal
(Report by Tina Stillwell)—Information only
- B.3 Solicit Prices for New Rate Study Verbal

Motion: Second: Vote:

- B.4 Sale of Benbow Water Company Verbal

Motion: Second: Vote:

C. POLICY REVISION / ADOPTION

- C.1 Water Ordinance, Article 7: Section 7.6, 1-3 Cross Connections page 28
(First Reading)
- C.2 Water Ordinance, Article 7: Section 7.9, 5-6 Backflow Prevention page 29
(First Reading)
- C.3 Water Ordinance, Article 10: Section 10.8 Abandonment Charge page 33
(Second Reading) Resolution #

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

C.4 Water Ordinance, Article 10: Section 10.9, Discontinuance of Service page 34
(Second Reading) Resolution #

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

C.5 Water Ordinance, Article 11: Section 11.1 Collection by Suit page 35
(Second Reading) Resolution #

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

VIII. ITEMS FOR NEXT BOARD MEETING

1. First Budget Update 2016-2017
2. Water Ordinance, Article 12: Public Fire Protection (First Reading)
3. Purchase Utility Truck

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

IX. ADJOURNMENT

Posting of Notice at the District Office no later than February 19, 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
Garberville, CA. 95542
(707)923-9566
remerson@garbervillesd.org

GENERAL MANAGER REPORT

Date: February 23, 2016

This has been a very busy month as Field Staff have had to make repairs and do research on malfunctioning equipment at the water treatment facility but with the help of Colburn Electric, some of the electrical problems seem to have improved. The new office which you approved has been built at the water plant and made an enormous improvement in eliminating unsafe noise as staff works inside the building.

Ron and I met with Polly Ellis and her sister about the water drainage and road damage to her road. We agreed to remove an existing sludge storage pond and deepen the ditch on the south side of the wastewater ponds. She was satisfied with our proposal.

I have been requesting prices to build an enclosure around the raw water control panels and generator but have not received any quotes to date.

I have received Quotes from John Neil for projects we would like to accomplish next summer and these will be included in next month's first look at the budget.

I have received a quote of \$7,000 per hydrant to purchase and install new fire hydrants throughout the District and will have 3 included in the upcoming budget.

I have included the correspondence about the final annexation map and at this time we are still waiting for the County to inspect and approve the document for recording.

I have been attending local District and County planning meetings when able so as to share resources and participate in the process which will help the District in the future and allow the neighboring agencies to know who GSD is.

Respectfully Submitted:

Ralph Emerson



GARBERVILLE SANITARY DISTRICT

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

Financial Report as of January 31, 2016		
1	Operating Account	\$119,792.25
2	WRF Account	\$72,487.64
3	SRF Account	\$75,044.52
4	Water Enterprise Fund	\$46,125.99
5	County Treasury - Sewer Reserve	\$318,588.65
6	County Treasury - Water Reserve	\$235,495.81
7	Petty Cash & Cash Drawer	\$236.07
8		\$867,770.93
9	Revenue and Expenses for January (1-1-16 to 1-31-16)	
10	Revenue	
11	Water Charges	\$36,675.97
12	Sewer Charges	\$29,398.22
13	Late Charges	\$415.00
14	Connection Fees	\$0.00
15	Other Revenue	\$102.01
17	Total Revenue	\$66,591.20
18	Expenses	
19	Administrative	\$15,028.96
20	Payroll	\$16,885.38
21	Rent	\$835.00
22	Sewer (PR, monitoring, repairs & Utilities)	\$7,524.27
23	Water (PR, monitoring, pumping, repairs, & Utilities	\$12,499.08
24	Total Expenses	\$52,772.69
25	Net Operating Revenue	<u>\$13,818.51</u>
26	Depreciation	
27	Water Depreciation	\$24,705.25
28	Sewer Depreciation	\$13,052.33
29	Total Depreciation	<u>\$37,757.58</u>
30	Interest expense	\$1,029.85
31	Interest income	\$73.61
32	NET INCOME	<u><u>-\$24,895.31</u></u>

**Garberville Sanitary District
Register QuickReport
January 2016**

	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
1 101 Netlink				
2	01/06/2016	7942	internet	-220.00
3 Total 101 Netlink				-220.00
4 Anderson, Lucas, Somerville & Borges				
5	01/11/2016	7955	Audit ending June 30, 2015	-2,750.00
6 Total Anderson, Lucas, Somerville & Borges				-2,750.00
7 C & K Market Inc.				
8	01/06/2016	01069368	Safety meeting	-18.22
9	01/11/2016	1/11-9368	Meeting	-12.94
10	01/19/2016	1/19-5297	1/19/16 Board Meeting	-27.92
11	01/29/2016	1/29-9368	Meeting	-10.27
12 Total C & K Market Inc.				-69.35
13 Capital Bank & Trust				
14	01/06/2016	21025	557880519	-850.22
15	01/06/2016	11025	025158148	-5.00
16	01/06/2016	11025-1	025158148	-301.14
17	01/20/2016	35129	557880519	-853.28
18	01/20/2016	25129	025158148	-5.00
19	01/20/2016	25129-1	025158148	-278.12
20 Total Capital Bank & Trust				-2,292.76
21 Cecils New Orleans Bistro				
22	01/29/2016	1/299368	Fillmore Construction - SWTP	-138.00
23 Total Cecils New Orleans Bistro				-138.00
24 Chem Quip Inc				
25	01/29/2016	7978	Sani Chlor and Carboy	-594.29
26 Total Chem Quip Inc				-594.29
27 CITRIX				
28	01/06/2016	1/4debit	Go To Meeting	-78.00
29 Total CITRIX				-78.00
30 Copiers Plus				
31	01/11/2016	7956	4 toner cartridges	-592.92
32 Total Copiers Plus				-592.92
33 CRWA				
34	01/11/2016	7957	Ron to the April 2016 Education & Exhibitor E	-505.00
35 Total CRWA				-505.00
36 Crystal Springs Bottled Water				
37	01/11/2016	7963	water in office	-15.00
38	01/29/2016	7979	water in office	-10.00
39 Total Crystal Springs Bottled Water				-25.00
40 Dazey's Building Center				
41	01/06/2016	7943	multi-tools & knives	-281.13
42	01/11/2016	7958	supply	-4.72
43	01/29/2016	7980	tarp & bunge cord	-22.48
44 Total Dazey's Building Center				-308.33
45 De Nora Water Technologies Inc.				
46	01/29/2016	7981	Cell Assembly, Flange, Gaskets Etc.	-4,688.14
47 Total De Nora Water Technologies Inc.				-4,688.14
48 EDD				
49	01/06/2016	3043056	499-0538-3	-605.36
50	01/06/2016	3044056	499-0538-3	-834.65
51	01/20/2016	411056	499-0538-3	-484.43
52	01/20/2016	412056	499-0538-3	-742.17
53 Total EDD				-2,666.61
54 Eel River Disposal & Resource Recovery				
55	01/11/2016	7959	Dump run	-36.20
56 Total Eel River Disposal & Resource Recovery				-36.20

Garberville Sanitary District Register QuickReport January 2016

		Date	Num	Memo	Amount
57	Fluentstream Tech				
58		01/29/2016	1/299368	New Phones office	-222.11
59	Total Fluentstream Tech				-222.11
60	Good Harvest Cafe				
61		01/12/2016	1/129368	emerson - seminar in crescent city	-54.97
62	Total Good Harvest Cafe				-54.97
63	Harveys				
64		01/11/2016	1/115297	Ron - CRWA 2016 Expo Lodging Deposit	-89.27
65	Total Harveys				-89.27
66	IRS				
67		01/06/2016	20170788	68-0296323	-3,392.72
68		01/20/2016	554654	68-0296323	-2,859.48
69	Total IRS				-6,252.20
70	Jamie Corsetti, CPA				
71		01/11/2016	7960	Year End Accounting	-775.00
72	Total Jamie Corsetti, CPA				-775.00
73	John Neill				
74		01/11/2016	7961	Raise Manhole and cut out valve boxes for M	-4,000.00
75	Total John Neill				-4,000.00
76	KAREWS Courier				
77		01/25/2016	1/25/5297	Delivery from eureka for plaques	-50.00
78	Total KAREWS Courier				-50.00
79	Lighthouse Inn				
80		01/13/2016	1/139368	Emerson to seminar in crescent city	-78.21
81	Total Lighthouse Inn				-78.21
82	Lisa Henninger				
83		01/15/2016	7965	1st - Aid Training for Dan, Brian, Ron Tiffan	-175.00
84	Total Lisa Henninger				-175.00
85	NALCO				
86		01/06/2016	7944	Ultron	-2,442.05
87	Total NALCO				-2,442.05
88	NAPA				
89		01/29/2016	7982	belt for truck one	-163.47
90	Total NAPA				-163.47
91	North Coast Laboratories Ltd.				
92		01/06/2016	7945	monitoring	-1,166.00
93	Total North Coast Laboratories Ltd.				-1,166.00
94	Northern Equipment				
95		01/29/2016	7983	safety vest	-141.65
96	Total Northern Equipment				-141.65
97	PG&E				
98		01/06/2016	7946		-3,286.72
99	Total PG&E				-3,286.72
100	Pierson Building Center				
101		01/31/2016	1/319368	SWTP - Office	-36.80
102		01/31/2016	1/319368b	SWTP - Office rope & bunge	-11.91
103		01/31/2016	1/319369c	SWTP - Office door, saddle,shims, lock,casir	-1,109.97
104	Total Pierson Building Center				-1,158.68
105	Pitney Bowes INC.				
106		01/06/2016	7947	postage meter rental	-81.01
107	Total Pitney Bowes INC.				-81.01
108	Ralph Emerson				
109		01/29/2016	7984	12/15 cell phone	-50.00
110	Total Ralph Emerson				-50.00
111	Recology Humboldt County				
112		01/11/2016	7962	trash pickup	-17.38

**Garberville Sanitary District
Register QuickReport
January 2016**

		Date	Num	Memo	Amount
113	Total Recology Humboldt County				-17.38
114	Redway Community Services District				
115		01/11/2016	7964	11/15 confined spaces workshop	-100.00
116	Total Redway Community Services District				-100.00
117	Redway Tire Service				
118		01/29/2016	7985	Tires for Utility Truck	-972.72
119	Total Redway Tire Service				-972.72
120	Redwood Merchant Services				
121		01/04/2016	1/4ach1	12/15 bank card processing fees	-41.48
122		01/31/2016	1/16BKCFEE	1/16 bank card processing fees	-47.96
123	Total Redwood Merchant Services				-89.44
124	RENNER				
125		01/11/2016	1/11ach	fuel	-1,178.24
126	Total RENNER				-1,178.24
127	Ruiz Ricardo				
128		01/05/2016	7941	Meter reading mileage	-17.25
129	Total Ruiz Ricardo				-17.25
130	Rural Community Assistance Program				
131		01/04/2016	1/4ach	ALPN Rd TAnk Loan 6200-GSD-02	-4,717.81
132	Total Rural Community Assistance Program				-4,717.81
133	SDRMA				
134		01/06/2016	7948	medical insurance	-3,705.66
135		01/29/2016	7986	dental and vision ins	-458.49
136	Total SDRMA				-4,164.15
137	Sentry III Center				
138		01/06/2016	7949	1/16 rent	-835.00
139	Total Sentry III Center				-835.00
140	Staples Credit Plan				
141		01/06/2016	7950	HP ink cartridge, office and cleaning supplies	-385.46
142		01/29/2016	7987	office supplies	-36.77
143	Total Staples Credit Plan				-422.23
144	State Water Resources Control Board				
145		01/27/2016	7974	Emerson's Water Treatment Operator Grade	-65.00
146	Total State Water Resources Control Board				-65.00
147	State Water Resources Control Board WWOCP				
148		01/27/2016	7973	Arreguin Wastewater Treatment Operator Gr	-140.00
149		01/27/2016	7975	Emerson Wastewater Treatment Operator Ex	-350.00
150	Total State Water Resources Control Board WWOCP				-490.00
151	Swag Engraving				
152		01/19/2016	1/19plaque	Board Member plaques	-32.63
153	Total Swag Engraving				-32.63
154	Umpqua Bank				
155		01/20/2016	1/20ach	12/15 bank fees	-86.38
156	Total Umpqua Bank				-86.38
157	US Cellular				
158		01/06/2016	7951	cell phones	-351.43
159	Total US Cellular				-351.43
160	USABLUBOOK				
161		01/06/2016	7952	Meter box pumps	-182.89
162	Total USABLUBOOK				-182.89
163	VERIZON				
164		01/06/2016	7953	12/15 statement	-512.27
165		01/27/2016	7976	SWTP	-64.97
166	Total VERIZON				-577.24
167	Wells Fargo				
168		01/27/2016	7977	Copier	-90.72

**Garberville Sanitary District
 Register QuickReport
 January 2016**

		Date	Num	Memo	Amount
169	Total Wells Fargo				-90.72
170	WYCKOFF'S				
171		01/06/2016	7954	supplies	-30.46
172	Total WYCKOFF'S				-30.46
173	Arreguin, Daniel J				
174		01/05/2016	7934		-1,418.83
175		01/19/2016	7966		-1,496.79
176	Total Arreguin, Daniel J				-2,915.62
177	Baptist-Chavez, Tiffane T				
178		01/05/2016	7935		-438.96
179		01/19/2016	7967		-440.06
180	Total Baptist-Chavez, Tiffane T				-879.02
181	Copenhafer, Ronald				
182		01/05/2016	7936		-1,666.36
183		01/19/2016	7968		-1,274.07
184	Total Copenhafer, Ronald				-2,940.43
185	Emerson, Ralph K				
186		01/05/2016	7937		-2,100.51
187		01/19/2016	7969		-2,100.52
188	Total Emerson, Ralph K				-4,201.03
189	Miller, Brian A				
190		01/05/2016	7938		-1,700.79
191		01/19/2016	7970		-1,432.03
192	Total Miller, Brian A				-3,132.82
193	Ruiz, Ricardo				
194		01/05/2016	7939		-458.39
195		01/19/2016	7971		-233.20
196	Total Ruiz, Ricardo				-691.59
197	Stillwell, Christina				
198		01/05/2016	7940		-1,273.22
199		01/19/2016	7972		-1,126.08
200	Total Stillwell, Christina				-2,399.30
201	TOTAL				-66,731.72

Garberville Sanitary District
Balance Sheet June 30 2015 Comparison
As of January 31, 2016

		Jan 31, 16	Jun 30, 15	\$ Change
1	ASSETS			
2	Current Assets			
3	Checking/Savings			
4	1005 · Umpqua Checking- Operating (Checking)	119,792.25	597,740.40	(477,948.15)
5	1006 · Umpqua System Reserve - Water (WRF)	72,487.64	64,931.51	7,556.13
6	1007 · Umpqua System Reserve - Sewer (SRF)	75,044.52	70,083.81	4,960.71
7	1011 · Water Enterprise Fund (Water Enterpris	46,125.99	46,025.32	100.67
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	186.56	200.00	(13.44)
12	Total Checking/Savings	867,770.93	1,101,471.99	(233,701.06)
13	Accounts Receivable			
14	11000 · Accounts Receivable - Other	502.00	415.00	87.00
15	Total Accounts Receivable	502.00	415.00	87.00
16	Other Current Assets			
17	1100 · Accounts Receivable	78,478.50	106,200.11	(27,721.61)
18	1110 · Accts Receivable Over Payments	(2,543.39)	0.00	(2,543.39)
19	1315 · Water Grant Receivable	0.00	39,909.83	(39,909.83)
20	1500 · Prepaid Insurance	9,015.89	13,090.62	(4,074.73)
21	1501 · Prepaid Workers Comp	10,497.66	25,443.76	(14,946.10)
22	1502 · Prepaid Expenses	1,420.00	3,408.00	(1,988.00)
23	1510 · Prepaid Licenses and Permits	8,432.09	0.00	8,432.09
24	1550 · Allowance for Doubtful Accounts	(5,000.00)	(5,000.00)	0.00
25	Total Other Current Assets	100,300.75	183,052.32	(82,751.57)
26	Total Current Assets	968,573.68	1,284,939.31	(316,365.63)
27	Fixed Assets			
28	CIP - Alderpoint Tank (Water)	679,953.07	343,609.12	336,343.95
29	CIP - SWTP Office	3,964.20	0.00	3,964.20
30	DWTP (Water) 2015	4,968,104.88	4,968,104.88	0.00
31	Tobin Well Project 2014	40,189.31	40,189.31	0.00
32	Melville Project Lines (2015)	59,612.79	0.00	59,612.79
33	MSR/SOI and Annexation Project	156,287.96	155,451.96	836.00
34	Collection Facilities			
35	Cost - Coll Fac	44,170.59	44,170.59	0.00
36	Cost - IP 2000	2,029,949.22	2,029,949.22	0.00
37	Cost - Lines	2,080,180.29	2,100,202.29	(20,022.00)
38	Total Collection Facilities	4,154,300.10	4,174,322.10	(20,022.00)
39	Land - Sewer	129,810.68	129,810.68	0.00
40	Land - Water	88,698.62	88,698.62	0.00
41	Office Equipment	30,662.28	29,320.16	1,342.12
42	Equipment	155,983.99	73,456.04	82,527.95
43	Sewer Project - 2011	2,792,451.91	2,792,451.91	0.00
44	Sewer Treatment Facilities			
45	Cost - Equipment	3,381.24	3,381.24	0.00
46	Cost -Sewer Plant	488,193.00	488,193.00	0.00
47	Sewer Treatment Facilities - Other	4,500.00	4,500.00	0.00
48	Total Sewer Treatment Facilities	496,074.24	496,074.24	0.00
49	Vehicles	48,023.52	48,023.52	0.00
50	Water Easements & Intangibles	177,397.11	177,397.11	0.00
51	Water System	133,382.22	153,405.22	(20,023.00)

Garberville Sanitary District
Balance Sheet June 30 2015 Comparison
As of January 31, 2016

		Jan 31, 16	Jun 30, 15	\$ Change
52	Accumulated Depreciation-Water	(691,790.01)	(518,853.26)	(172,936.75)
53	Accumulated Depreciation-Sewer	(1,395,592.37)	(1,304,226.06)	(91,366.31)
54	Total Fixed Assets	12,027,514.50	11,847,235.55	180,278.95
55	TOTAL ASSETS	12,996,088.18	13,132,174.86	(136,086.68)
56	LIABILITIES & EQUITY			
57	Liabilities			
58	Current Liabilities			
59	Accounts Payable			
60	2000 · Accounts Payable	87,962.16	246,187.16	(158,225.00)
61	Total Accounts Payable	87,962.16	246,187.16	(158,225.00)
62	Other Current Liabilities			
63	*Accounts Payable	3,220.00	1,460.50	1,759.50
64	2205 · Accrued Simple	0.00	2.50	(2.50)
65	2230 · Accrued Vacation	19,345.13	19,345.13	0.00
66	2250 · Loans Payable - Current Portion	78,918.27	78,918.27	0.00
67	Total Other Current Liabilities	101,483.40	99,726.40	1,757.00
68	Total Current Liabilities	189,445.56	345,913.56	(156,468.00)
69	Long Term Liabilities			
70	2500 · SWRCB (SRF Loan Funding)	191,123.20	212,954.55	(21,831.35)
71	2605 · RCAC Loan #6200-GSD-02 (RCAC Loan	238,925.56	0.00	238,925.56
72	2655 · Lease Payable - Copier	3,802.55	4,298.16	(495.61)
73	2700 · SRF Loan - Water	1,379,471.00	1,379,471.00	0.00
74	2800 · Municipal Fin.Corp. WWTP CCOs	0.00	33,235.65	(33,235.65)
75	2900 · Less Current Portion	(78,918.27)	(78,918.27)	0.00
76	Total Long Term Liabilities	1,734,404.04	1,551,041.09	183,362.95
77	Total Liabilities	1,923,849.60	1,896,954.65	26,894.95
78	Equity			
79	3000 · Contributed Capital	6,129,491.75	6,129,491.75	0.00
80	3100 · Retained Earnings	5,105,728.46	4,409,400.83	696,327.63
81	3200 · Prior Period Adjustment	2,960.00	(5,512.28)	8,472.28
82	Net Revenue	(165,941.63)	701,839.91	(867,781.54)
83	Total Equity	11,072,238.58	11,235,220.21	(162,981.63)
84	TOTAL LIABILITIES & EQUITY	12,996,088.18	13,132,174.86	(136,086.68)

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

		Total Water		Total Sewer	
		Jan 16	Jul '15 - Jan 16	Jan 16	Jul '15 - Jan 16
1	Ordinary Revenue/Expense				
2	Revenue				
3	Water Charges				
4	4100 · Residential	20,017.01	158,638.99	0.00	0.00
5	4110 · Commercial	16,658.96	122,913.85	0.00	0.00
6	Total Water Charges	36,675.97	281,552.84	0.00	0.00
7	4200 · Sewer Charges	0.00	0.00	29,398.22	214,176.92
8	4300 · Connection Fees	0.00	8,600.00	0.00	6,000.00
9	4650 · Late Charges	207.50	1,280.00	207.50	1,310.00
10	4700 · Other Operating Revenue	7.50	80.00	94.51	92.01
11	Total Revenue	36,890.97	291,512.84	29,700.23	221,578.93
12	Gross Revenue	36,890.97	291,512.84	29,700.23	221,578.93
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 Fees (Bank Ca	44.28	423.36	44.28	423.42
18	5010 · Bank Charges - Other	0.00	229.39	0.00	229.13
19	Total 5010 · Bank Charges	44.28	652.75	44.28	652.55
20	5030 · Dues and Memberships	0.00	1,185.32	0.00	1,185.33
21	5035 · Education and Training	592.50	1,142.40	87.50	706.39
22	Insurance				
23	5040 · Liability	485.18	3,396.29	485.17	3,446.23
24	5050 · Workers' Comp	1,269.50	8,448.91	913.76	5,946.66
25	5055 · Health				
26	5055.1 · Employee Portion	(603.24)	(3,416.24)	(569.76)	(3,270.03)
27	5055 · Health - Other	2,082.08	11,235.56	2,082.07	11,235.55
28	Total 5055 · Health	1,478.84	7,819.32	1,512.31	7,965.52
29	Total Insurance	3,233.52	19,664.52	2,911.24	17,358.41
30	5060 · Licenses, Permits, and Fees	210.00	2,686.31	1,616.41	11,391.91
31	5065 · Auto	516.60	1,208.37	516.59	1,208.37
32	5080 · Office Expense	383.74	1,807.21	383.76	1,827.29
33	5085 · Outside Services	510.79	2,178.41	510.79	2,122.69
34	5090 · Payroll Taxes	2,048.22	8,661.42	1,474.20	6,072.11
35	5100 · Postage	144.99	1,109.77	145.01	1,109.85
36	5110 · Professional Fees	981.66	15,783.00	731.67	12,594.03
37	5120 · Property Taxes	0.00	12.00	0.00	0.00
38	5130 · Rents	417.50	2,887.50	417.50	2,887.50
39	5135 · Retirement	337.46	2,398.14	241.80	1,591.62
40	5137 · Supplies	9.22	711.78	9.22	723.15
41	5140 · Telephone	315.06	2,259.89	315.07	2,475.35
42	5145 · Tools	150.03	2,354.04	150.05	3,337.31
43	5150 · Travel and Meetings	262.26	598.58	29.54	273.96
44	5155 · Utilities	111.59	716.57	111.59	716.62
45	5160 · Wages	6,572.26	40,149.42	6,211.44	38,442.66
46	Total Administrative and General	16,841.68	109,667.40	15,907.66	108,177.10
47	Sewage Collection				
48	6010 · Fuel	0.00	0.00	57.89	1,462.88
49	6030 · Repairs and Maintenance	0.00	0.00	10.53	3,682.76
50	6040 · Supplies	0.00	0.00	0.00	990.13
51	6050 · Utilities	0.00	0.00	516.50	3,079.16
52	6060 · Wages				
53	6065 · Wages - Overtime Sewer Collecti	0.00	0.00	144.00	625.50
54	6060 · Wages - Other	0.00	0.00	1,594.00	10,217.50
55	Total 6060 · Wages	0.00	0.00	1,738.00	10,843.00

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

		Total Water		Total Sewer	
		Jan 16	Jul '15 - Jan 16	Jan 16	Jul '15 - Jan 16
56	Total Sewage Collection	0.00	0.00	2,322.92	20,057.93
57	Sewage Treatment				
58	6075 · Fuel	0.00	0.00	57.89	1,462.88
59	6080 · Monitoring	0.00	0.00	1,452.50	17,324.60
60	6100 · Repairs and Maintenance	0.00	0.00	0.00	14,896.70
61	6110 · Supplies	0.00	0.00	42.53	1,299.77
62	6120 · Utilities	0.00	0.00	953.43	5,072.62
63	6130 · Wages				
64	6135 · Wages - Overtime Sewer Treatme	0.00	0.00	60.00	448.50
65	6130 · Wages - Other	0.00	0.00	2,635.00	19,728.00
66	Total 6130 · Wages	0.00	0.00	2,695.00	20,176.50
67	Total Sewage Treatment	0.00	0.00	5,201.35	60,233.07
68	Water Trans and Distribution				
69	7075 · Fuel	75.25	1,823.62	0.00	0.00
70	7090 · Repairs and Maintenance	17.24	8,907.34	0.00	0.00
71	7100 · Supplies	0.00	1,484.80	0.00	0.00
72	7110 · Utilities	364.36	3,609.12	0.00	0.00
73	7120 · Wages				
74	7125 · Wages - Overtime Water Trans &	42.00	3,055.50	0.00	0.00
75	7120 · Wages - Other	3,015.00	20,280.00	0.00	0.00
76	Total 7120 · Wages	3,057.00	23,335.50	0.00	0.00
77	Total Water Trans and Distribution	3,513.85	39,160.38	0.00	0.00
78	Water Treatment				
79	7020 · Fuel	57.88	1,200.72	0.00	0.00
80	7010 · Monitoring	92.50	1,628.95	0.00	0.00
81	7030 · Repairs and Maintenance	778.95	3,015.10	0.00	0.00
82	7040 · Supplies	614.91	7,428.89	0.00	0.00
83	7050 · Utilities	2,281.99	20,336.35	0.00	0.00
84	7060 · Wages				
85	7065 · Wages - Overtime Water Treatme	534.00	4,110.50	0.00	0.00
86	7060 · Wages - Other	4,625.00	31,209.00	0.00	0.00
87	Total 7060 · Wages	5,159.00	35,319.50	0.00	0.00
88	Total Water Treatment	8,985.23	68,929.51	0.00	0.00
89	Total Expense	29,340.76	217,757.29	23,431.93	188,468.10
90	Net Ordinary Revenue	7,550.21	73,755.55	6,268.30	33,110.83
91	Other Revenue/Expense				
92	Other Revenue				
93	Property Tax Revenue				
94	8020 · Unsecured	0.00	0.00	0.00	788.44
95	Total Property Tax Revenue	0.00	0.00	0.00	788.44
96	8060 · Interest Revenue	45.08	267.17	28.53	781.24
97	Total Other Revenue	45.08	267.17	28.53	1,569.68
98	Other Expense				
99	9010 · Other Expenses (Other Expenses)	0.00	1,500.00	0.00	0.00
100	9040 · Depreciation	24,705.25	172,936.75	13,052.33	91,366.31
101	9050 · Interest Expense	1,020.41	4,279.20	9.44	4,562.60
102	Total Other Expense	25,725.66	178,715.95	13,061.77	95,928.91
103	Net Other Revenue	(25,680.58)	(178,448.78)	(13,033.24)	(94,359.23)
104	Net Revenue	(18,130.37)	(104,693.23)	(6,764.94)	(61,248.40)

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

			TOTAL Water & Sewer	
			Jan 16	Jul '15 - Jan 16
1	Ordinary Revenue/Expense			
2	Revenue			
3	Water Charges			
4	4100	Residential	20,017.01	158,638.99
5	4110	Commercial	16,658.96	122,913.85
6	Total Water Charges		36,675.97	281,552.84
7	4200	Sewer Charges	29,398.22	214,176.92
8	4300	Connection Fees	0.00	14,600.00
9	4650	Late Charges	415.00	2,590.00
10	4700	Other Operating Revenue	102.01	172.01
11	Total Revenue		66,591.20	513,091.77
12	Gross Revenue		66,591.20	513,091.77
13	Expense			
14	Administrative and General			
15	5005	Bad Debts	0.00	3,000.00
16	5010	Bank Charges		
17	5012	Merchant Account Fees (Bank Ca	88.56	846.78
18	5010	Bank Charges - Other	0.00	458.52
19	Total 5010 · Bank Charges		88.56	1,305.30
20	5030	Dues and Memberships	0.00	2,370.65
21	5035	Education and Training	680.00	1,848.79
22	Insurance			
23	5040	Liability	970.35	6,842.52
24	5050	Workers' Comp	2,183.26	14,395.57
25	5055	Health		
26	5055.1	Employee Portion	(1,173.00)	(6,686.27)
27	5055	Health - Other	4,164.15	22,471.11
28	Total 5055 · Health		2,991.15	15,784.84
29	Total Insurance		6,144.76	37,022.93
30	5060	Licenses, Permits, and Fees	1,826.41	14,078.22
31	5065	Auto	1,033.19	2,416.74
32	5080	Office Expense	767.50	3,634.50
33	5085	Outside Services	1,021.58	4,301.10
34	5090	Payroll Taxes	3,522.42	14,733.53
35	5100	Postage	290.00	2,219.62
36	5110	Professional Fees	1,713.33	28,377.03
37	5120	Property Taxes	0.00	12.00
38	5130	Rents	835.00	5,775.00
39	5135	Retirement	579.26	3,989.76
40	5137	Supplies	18.44	1,434.93
41	5140	Telephone	630.13	4,735.24
42	5145	Tools	300.08	5,691.35
43	5150	Travel and Meetings	291.80	872.54
44	5155	Utilities	223.18	1,433.19
45	5160	Wages	12,783.70	78,592.08
46	Total Administrative and General		32,749.34	217,844.50
47	Sewage Collection			
48	6010	Fuel	57.89	1,462.88
49	6030	Repairs and Maintenance	10.53	3,682.76
50	6040	Supplies	0.00	990.13
51	6050	Utilities	516.50	3,079.16
52	6060	Wages		
53	6065	Wages - Overtime Sewer Collecti	144.00	625.50
54	6060	Wages - Other	1,594.00	10,217.50
55	Total 6060 · Wages		1,738.00	10,843.00

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

		TOTAL Water & Sewer	
		Jan 16	Jul '15 - Jan 16
56	Total Sewage Collection	2,322.92	20,057.93
57	Sewage Treatment		
58	6075 · Fuel	57.89	1,462.88
59	6080 · Monitoring	1,452.50	17,324.60
60	6100 · Repairs and Maintenance	0.00	14,896.70
61	6110 · Supplies	42.53	1,299.77
62	6120 · Utilities	953.43	5,072.62
63	6130 · Wages		
64	6135 · Wages - Overtime Sewer Treatme	60.00	448.50
65	6130 · Wages - Other	2,635.00	19,728.00
66	Total 6130 · Wages	2,695.00	20,176.50
67	Total Sewage Treatment	5,201.35	60,233.07
68	Water Trans and Distribution		
69	7075 · Fuel	75.25	1,823.62
70	7090 · Repairs and Maintenance	17.24	8,907.34
71	7100 · Supplies	0.00	1,484.80
72	7110 · Utilities	364.36	3,609.12
73	7120 · Wages		
74	7125 · Wages - Overtime Water Trans &	42.00	3,055.50
75	7120 · Wages - Other	3,015.00	20,280.00
76	Total 7120 · Wages	3,057.00	23,335.50
77	Total Water Trans and Distribution	3,513.85	39,160.38
78	Water Treatment		
79	7020 · Fuel	57.88	1,200.72
80	7010 · Monitoring	92.50	1,628.95
81	7030 · Repairs and Maintenance	778.95	3,015.10
82	7040 · Supplies	614.91	7,428.89
83	7050 · Utilities	2,281.99	20,336.35
84	7060 · Wages		
85	7065 · Wages - Overtime Water Treatme	534.00	4,110.50
86	7060 · Wages - Other	4,625.00	31,209.00
87	Total 7060 · Wages	5,159.00	35,319.50
88	Total Water Treatment	8,985.23	68,929.51
89	Total Expense	52,772.69	406,225.39
90	Net Ordinary Revenue	13,818.51	106,866.38
91	Other Revenue/Expense		
92	Other Revenue		
93	Property Tax Revenue		
94	8020 · Unsecured	0.00	788.44
95	Total Property Tax Revenue	0.00	788.44
96	8060 · Interest Revenue	73.61	1,048.41
97	Total Other Revenue	73.61	1,836.85
98	Other Expense		
99	9010 · Other Expenses (Other Expenses)	0.00	1,500.00
100	9040 · Depreciation	37,757.58	264,303.06
101	9050 · Interest Expense	1,029.85	8,841.80
102	Total Other Expense	38,787.43	274,644.86
103	Net Other Revenue	(38,713.82)	(272,808.01)
104	Net Revenue	(24,895.31)	(165,941.63)

Garberville Sanitary District
Profit & Loss Prev Year Comparison - Sewer
July 2015 through January 2016

		Jul '15 - Jan 16	Jul '14 - Jan 15	\$ Change
1	Ordinary Income/Expense			
2	Income			
3	4200 · Sewer Charges	214,176.92	215,861.68	(1,684.76)
4	4300 · Connection Fees	6,000.00	20,200.00	(14,200.00)
5	4650 · Late Charges	1,310.00	2,027.50	(717.50)
6	4700 · Other Operating Revenue	92.01	30.00	62.01
7	Total Income	221,578.93	238,119.18	(16,540.25)
8	Gross Profit	221,578.93	238,119.18	(16,540.25)
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 (Bank Card Fees)	423.42	280.31	143.11
15	5010 · Bank Charges - Other	229.13	138.15	90.98
16	Total 5010 · Bank Charges	652.55	418.46	234.09
17	5020 · Directors Fees	0.00	350.00	(350.00)
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	3,446.23	3,099.04	347.19
22	5050 · Workers' Comp	5,946.66	5,790.98	155.68
23	5055 · Health			
24	5037 · Employee Benefits	0.00	592.39	(592.39)
25	5055.1 · Employee Portion	(3,270.03)	(1,873.02)	(1,397.01)
26	5055 · Health - Other	11,235.55	8,451.72	2,783.83
27	Total 5055 · Health	7,965.52	7,171.09	794.43
28	Total Insurance	17,358.41	16,061.11	1,297.30
29	5060 · Licenses, Permits, and Fees	11,391.91	10,639.68	752.23
30	5065 · Auto	1,208.37	344.54	863.83
31	5080 · Office Expense	1,827.29	1,416.93	410.36
32	5085 · Outside Services	2,122.69	1,837.39	285.30
33	5090 · Payroll Taxes	6,072.11	4,278.48	1,793.63
34	5100 · Postage	1,109.85	545.40	564.45
35	5110 · Professional Fees	12,594.03	9,858.29	2,735.74
36	5130 · Rents	2,887.50	2,800.00	87.50
37	5135 · Retirement	1,591.62	1,015.20	576.42
38	5137 · Supplies	723.15	175.14	548.01
39	5140 · Telephone	2,475.35	1,936.32	539.03
40	5145 · Tools	3,337.31	916.60	2,420.71
41	5150 · Travel and Meetings	273.96	58.00	215.96
42	5155 · Utilities	716.62	612.55	104.07
43	5160 · Wages			
44	5165 · Wages - Overtime (Wages - Overtime)	0.00	31.05	(31.05)
45	5160 · Wages - Other	38,442.66	21,756.74	16,685.92
46	Total 5160 · Wages	38,442.66	21,787.79	16,654.87
47	Total Administrative and General	108,177.10	80,228.78	27,948.32
48	Sewage Collection			
49	6010 · Fuel	1,462.88	1,012.73	450.15
50	6030 · Repairs and Maintenance	3,682.76	9,722.11	(6,039.35)
51	6040 · Supplies	990.13	596.42	393.71
52	6050 · Utilities	3,079.16	2,947.55	131.61
53	6060 · Wages			
54	6065 · Wages - Overtime Sewer Collecti	625.50	744.99	(119.49)

Garberville Sanitary District
Profit & Loss Prev Year Comparison - Sewer
July 2015 through January 2016

		Jul '15 - Jan 16	Jul '14 - Jan 15	\$ Change
55	6060 · Wages - Other	10,217.50	6,939.30	3,278.20
56	Total 6060 · Wages	10,843.00	7,684.29	3,158.71
57	Total Sewage Collection	20,057.93	21,963.10	(1,905.17)
58	Sewage Treatment			
59	6075 · Fuel	1,462.88	1,012.73	450.15
60	6080 · Monitoring	17,324.60	3,481.37	13,843.23
61	6100 · Repairs and Maintenance	14,896.70	196.13	14,700.57
62	6110 · Supplies	1,299.77	5,419.29	(4,119.52)
63	6120 · Utilities	5,072.62	5,581.11	(508.49)
64	6130 · Wages			
65	6135 · Wages - Overtime Sewer Treatmen	448.50	1,608.17	(1,159.67)
66	6130 · Wages - Other	19,728.00	18,068.99	1,659.01
67	Total 6130 · Wages	20,176.50	19,677.16	499.34
68	Total Sewage Treatment	60,233.07	35,367.79	24,865.28
69	Total Expense	188,468.10	137,559.67	50,908.43
70	Net Ordinary Income	33,110.83	100,559.51	(67,448.68)
71	Other Income/Expense			
72	Other Income			
73	Property Tax Revenue			
74	8020 · Unsecured	788.44	0.00	788.44
75	Total Property Tax Revenue	788.44	0.00	788.44
76	8060 · Interest Income	781.24	92.31	688.93
77	Total Other Income	1,569.68	92.31	1,477.37
78	Other Expense			
79	9040 · Depreciation	91,366.31	86,681.00	4,685.31
80	9050 · Interest Expense	4,562.60	5,291.24	(728.64)
81	Total Other Expense	95,928.91	91,972.24	3,956.67
82	Net Other Income	(94,359.23)	(91,879.93)	(2,479.30)
83	Net Income	(61,248.40)	8,679.58	(69,927.98)

Garberville Sanitary District
Profit & Loss Prev Year Comparison - Water
July 2015 through January 2016

		Jul '15 - Jan 16	Jul '14 - Jan 15	\$ Change
1	Ordinary Income/Expense			
2	Income			
3	Water Charges			
4	4100 · Residential	158,638.99	168,928.18	(10,289.19)
5	4110 · Commercial	122,913.85	126,962.87	(4,049.02)
6	Total Water Charges	281,552.84	295,891.05	(14,338.21)
7	4300 · Connection Fees	8,600.00	15,000.00	(6,400.00)
8	4650 · Late Charges	1,280.00	2,027.50	(747.50)
9	4700 · Other Operating Revenue	80.00	98.50	(18.50)
10	Total Income	291,512.84	313,017.05	(21,504.21)
11	Gross Profit	291,512.84	313,017.05	(21,504.21)
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 (Bank Card Fees)	423.36	280.35	143.01
18	5010 · Bank Charges - Other	229.39	138.19	91.20
19	Total 5010 · Bank Charges	652.75	418.54	234.21
20	5020 · Directors Fees	0.00	350.00	(350.00)
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	3,396.29	3,099.11	297.18
25	5050 · Workers' Comp	8,448.91	6,401.50	2,047.41
26	5055 · Health			
27	5037 · Employee Benefits	0.00	982.37	(982.37)
28	5055.1 · Employee Portion	(3,416.24)	(1,936.01)	(1,480.23)
29	5055 · Health - Other	11,235.56	8,451.72	2,783.84
30	Total 5055 · Health	7,819.32	7,498.08	321.24
31	Total Insurance	19,664.52	16,998.69	2,665.83
32	5060 · Licenses, Permits, and Fees	2,686.31	2,442.64	243.67
33	5065 · Auto	1,208.37	344.56	863.81
34	5070 · Miscellaneous	0.00	286.59	(286.59)
35	5080 · Office Expense	1,807.21	1,629.22	177.99
36	5085 · Outside Services	2,178.41	2,139.83	38.58
37	5090 · Payroll Taxes	8,661.42	5,514.58	3,146.84
38	5100 · Postage	1,109.77	545.43	564.34
39	5110 · Professional Fees	15,783.00	9,152.32	6,630.68
40	5120 · Property Taxes	12.00	12.00	0.00
41	5130 · Rents	2,887.50	2,800.00	87.50
42	5135 · Retirement	2,398.14	1,372.93	1,025.21
43	5137 · Supplies	711.78	175.15	536.63
44	5140 · Telephone	2,259.89	1,936.34	323.55
45	5145 · Tools	2,354.04	1,707.83	646.21
46	5150 · Travel and Meetings	598.58	96.99	501.59
47	5155 · Utilities	716.57	612.58	103.99
48	5160 · Wages			
49	5165 · Wages - Overtime (Wages - Overtime)	0.00	23.29	(23.29)
50	5160 · Wages - Other	40,149.42	24,567.64	15,581.78
51	Total 5160 · Wages	40,149.42	24,590.93	15,558.49
52	Total Administrative and General	109,667.40	77,721.42	31,945.98
53	Water Trans and Distribution			
54	7075 · Fuel	1,823.62	1,012.75	810.87

Garberville Sanitary District
Profit & Loss Prev Year Comparison - Water
July 2015 through January 2016

		Jul '15 - Jan 16	Jul '14 - Jan 15	\$ Change
55	7090 · Repairs and Maintenance	8,907.34	10,537.09	(1,629.75)
56	7100 · Supplies	1,484.80	5,133.04	(3,648.24)
57	7110 · Utilities	3,609.12	6,545.66	(2,936.54)
58	7120 · Wages			
59	7125 · Wages - Overtime Water Trans &	3,055.50	2,480.46	575.04
60	7120 · Wages - Other	20,280.00	11,425.96	8,854.04
61	Total 7120 · Wages	23,335.50	13,906.42	9,429.08
62	Total Water Trans and Distribution	39,160.38	37,134.96	2,025.42
63	Water Treatment			
64	7020 · Fuel	1,200.72	2,316.55	(1,115.83)
65	7010 · Monitoring	1,628.95	1,769.26	(140.31)
66	7030 · Repairs and Maintenance	3,015.10	1,954.60	1,060.50
67	7040 · Supplies	7,428.89	10,679.20	(3,250.31)
68	7050 · Utilities	20,336.35	22,836.23	(2,499.88)
69	7060 · Wages			
70	7065 · Wages - Overtime Water Treatmen	4,110.50	1,807.01	2,303.49
71	7060 · Wages - Other	31,209.00	21,043.76	10,165.24
72	Total 7060 · Wages	35,319.50	22,850.77	12,468.73
73	Total Water Treatment	68,929.51	62,406.61	6,522.90
74	Total Expense	217,757.29	177,262.99	40,494.30
75	Net Ordinary Income	73,755.55	135,754.06	(61,998.51)
76	Other Income/Expense			
77	Other Income			
78	8053 · Water Capital Grant Income	0.00	0.00	0.00
79	8060 · Interest Income	267.17	93.71	173.46
80	Total Other Income	267.17	93.71	173.46
81	Other Expense			
82	9010 · Other Expenses (Other Expenses)	1,500.00	0.00	1,500.00
83	9040 · Depreciation	172,936.75	30,688.00	142,248.75
84	9050 · Interest Expense	4,279.20	1,816.35	2,462.85
85	Total Other Expense	178,715.95	32,504.35	146,211.60
86	Net Other Income	(178,448.78)	(32,410.64)	(146,038.14)
87	Net Income	(104,693.23)	103,343.42	(208,036.65)

Garberville Sanitary District
Revenue & Expense Budget Performance - Sewer
 July 2015 through January 2016

		Jul '15 - Jan 16	YTD Budget	\$ Over Budget	Annual Budget
1	Ordinary Revenue/Expense				
2	Revenue				
3	4200 · Sewer Charges	214,176.92	233,160.00	-18,983.08	346,050.00
4	4300 · Connection Fees	6,000.00			
5	4650 · Late Charges	1,310.00	1,806.00	-496.00	3,096.00
6	4700 · Other Operating Revenue	92.01	63.00	29.01	108.00
7	Total Revenue	221,578.93	235,029.00	-13,450.07	349,254.00
8	Gross Profit	221,578.93	235,029.00	-13,450.07	349,254.00
9	Expense				
10	Administrative and General				
11	5000 · Advertising	0.00	238.00	-238.00	408.00
12	5005 · Bad Debts	1,500.00	2,030.00	-530.00	3,480.00
13	5010 · Bank Charges				
14	5012 · Merchant Account Fees (Bank Card Fees)	423.42	287.00	136.42	492.00
15	5010 · Bank Charges - Other	229.13	168.00	61.13	288.00
16	Total 5010 · Bank Charges	652.55	455.00	197.55	780.00
17	5020 · Directors Fees	0.00	392.00	-392.00	672.00
18	5030 · Dues and Memberships	1,185.33	756.00	429.33	1,296.00
19	5035 · Education and Training	706.39	749.00	-42.61	1,284.00
20	Insurance				
21	5040 · Liability	3,446.23	3,402.00	44.23	5,832.00
22	5050 · Workers' Comp	5,946.66	5,831.00	115.66	9,996.00
23	5055 · Health				
24	5055.1 · Employee Portion	-3,270.03	-3,381.00	110.97	-5,796.00
25	5055 · Health - Other	11,235.55	11,809.00	-573.45	20,244.00
26	Total 5055 · Health	7,965.52	8,428.00	-462.48	14,448.00
27	Total Insurance	17,358.41	17,661.00	-302.59	30,276.00
28	5060 · Licenses, Permits, and Fees	11,391.91	10,829.00	562.91	18,564.00
29	5065 · Auto	1,208.37	1,036.00	172.37	1,776.00
30	5080 · Office Expense	1,827.29	1,729.00	98.29	2,964.00
31	5085 · Outside Services	2,122.69	2,002.00	120.69	3,432.00
32	5090 · Payroll Taxes	6,072.11	5,873.00	199.11	10,068.00
33	5100 · Postage	1,109.85	700.00	409.85	1,200.00
34	5110 · Professional Fees	12,594.03	19,229.00	-6,634.97	32,964.00
35	5130 · Rents	2,887.50	2,800.00	87.50	4,800.00
36	5135 · Retirement	1,591.62	1,036.00	555.62	1,776.00
37	5137 · Supplies	723.15	133.00	590.15	228.00
38	5140 · Telephone	2,475.35	2,149.00	326.35	3,684.00
39	5145 · Tools	3,337.31	1,176.00	2,161.31	2,016.00
40	5150 · Travel and Meetings	273.96	182.00	91.96	312.00
41	5155 · Utilities	716.62	567.00	149.62	972.00
42	5160 · Wages	38,442.66	38,073.00	369.66	65,268.00
43	Total Administrative and General	108,177.10	109,795.00	-1,617.90	188,220.00
44	Sewage Collection				
45	6010 · Fuel	1,462.88	1,771.00	-308.12	3,036.00
46	6030 · Repairs and Maintenance	3,682.76	16,681.00	-12,998.24	28,596.00
47	6040 · Supplies	990.13	889.00	101.13	1,524.00
48	6050 · Utilities	3,079.16	3,087.00	-7.84	5,292.00
49	6060 · Wages				
50	6065 · Wages - Overtime Sewer Collecti	625.50			
51	6060 · Wages - Other	10,217.50	21,840.00	-11,622.50	37,440.00
52	Total 6060 · Wages	10,843.00	21,840.00	-10,997.00	37,440.00
53	Total Sewage Collection	20,057.93	44,268.00	-24,210.07	75,888.00
54	Sewage Treatment				
55	6075 · Fuel	1,462.88	1,267.00	195.88	2,172.00

Garberville Sanitary District
Revenue & Expense Budget Performance - Sewer
 July 2015 through January 2016

		Jul '15 - Jan 16	YTD Budget	\$ Over Budget	Annual Budget
56	6080 · Monitoring	17,324.60	3,990.00	13,334.60	6,840.00
57	6100 · Repairs and Maintenance	14,896.70	7,315.00	7,581.70	12,540.00
58	6110 · Supplies	1,299.77	4,480.00	-3,180.23	7,680.00
59	6120 · Utilities	5,072.62	5,446.00	-373.38	9,336.00
60	6130 · Wages				
61	6135 · Wages - Overtime Sewer Treatmen	448.50			
62	6130 · Wages - Other	19,728.00	14,560.00	5,168.00	24,960.00
63	Total 6130 · Wages	20,176.50	14,560.00	5,616.50	24,960.00
64	Total Sewage Treatment	60,233.07	37,058.00	23,175.07	63,528.00
65	Total Expense	188,468.10	191,121.00	-2,652.90	327,636.00
66	Net Ordinary Revenue	33,110.83	43,908.00	-10,797.17	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	1,540.00	-758.76	2,640.00
77	9030 · Homeowners' Tax Relief	0.00	350.00	-350.00	350.00
78	Total Other Revenue	1,569.68	25,078.00	-23,508.32	26,178.00
79	Other Expense				
80	9040 · Depreciation	91,366.31	86,681.00	4,685.31	148,596.00
81	9050 · Interest Expense	4,562.60	3,332.00	1,230.60	5,712.00
82	Total Other Expense	95,928.91	90,013.00	5,915.91	154,308.00
83	Net Other Revenue	-94,359.23	-64,935.00	-29,424.23	-128,130.00
84	Net Revenue	-61,248.40	-21,027.00	-40,221.40	-106,512.00

Garberville Sanitary District
Revenue & Expense Budget Performance - Water
 July 2015 through January 2016

		Jul '15 - Jan 16	YTD Budget	\$ Over Budget	Annual Budget
1	Ordinary Revenue/Expense				
2	Revenue				
3	Water Charges				
4	4100 · Residential	158,638.99	180,210.00	-21,571.01	267,460.00
5	4110 · Commercial	122,913.85	146,410.00	-23,496.15	217,280.00
6	Total Water Charges	281,552.84	326,620.00	-45,067.16	484,740.00
7	4300 · Connection Fees	8,600.00			
8	4650 · Late Charges	1,280.00	1,939.00	-659.00	3,324.00
9	4700 · Other Operating Revenue	80.00	504.00	-424.00	864.00
10	Total Revenue	291,512.84	329,063.00	-37,550.16	488,928.00
11	Gross Profit	291,512.84	329,063.00	-37,550.16	488,928.00
12	Expense				
13	Administrative and General				
14	5000 · Advertising	0.00	238.00	-238.00	408.00
15	5005 · Bad Debts	1,500.00	1,624.00	-124.00	2,784.00
16	5010 · Bank Charges				
17	5012 · Merchant Account Fees (Bank Card F	423.36	287.00	136.36	492.00
18	5010 · Bank Charges - Other	229.39	168.00	61.39	288.00
19	Total 5010 · Bank Charges	652.75	455.00	197.75	780.00
20	5020 · Directors Fees	0.00	392.00	-392.00	672.00
21	5030 · Dues and Memberships	1,185.32	945.00	240.32	1,620.00
22	5035 · Education and Training	1,142.40	1,169.00	-26.60	2,004.00
23	5036 · Education and Training - B.O.D.	0.00	91.00	-91.00	156.00
24	Insurance				
25	5040 · Liability	3,396.29	3,402.00	-5.71	5,832.00
26	5050 · Workers' Comp	8,448.91	9,016.00	-567.09	15,456.00
27	5055 · Health				
28	5055.1 · Employee Portion	-3,416.24	-3,381.00	-35.24	-5,796.00
29	5055 · Health - Other	11,235.56	11,809.00	-573.44	20,244.00
30	Total 5055 · Health	7,819.32	8,428.00	-608.68	14,448.00
31	Total Insurance	19,664.52	20,846.00	-1,181.48	35,736.00
32	5060 · Licenses, Permits, and Fees	2,686.31	2,100.00	586.31	3,600.00
33	5065 · Auto	1,208.37	1,036.00	172.37	1,776.00
34	5080 · Office Expense	1,807.21	1,862.00	-54.79	3,192.00
35	5085 · Outside Services	2,178.41	3,717.00	-1,538.59	6,372.00
36	5090 · Payroll Taxes	8,661.42	6,797.00	1,864.42	11,652.00
37	5100 · Postage	1,109.77	700.00	409.77	1,200.00
38	5110 · Professional Fees	15,783.00	18,753.00	-2,970.00	32,148.00
39	5120 · Property Taxes	12.00	12.00	0.00	12.00
40	5130 · Rents	2,887.50	3,400.00	-512.50	5,400.00
41	5135 · Retirement	2,398.14	1,582.00	816.14	2,712.00
42	5137 · Supplies	711.78	133.00	578.78	228.00
43	5140 · Telephone	2,259.89	2,436.00	-176.11	4,176.00
44	5145 · Tools	2,354.04	1,820.00	534.04	3,120.00
45	5150 · Travel and Meetings	598.58	588.00	10.58	1,008.00
46	5155 · Utilities	716.57	567.00	149.57	972.00
47	5160 · Wages	40,149.42	38,073.00	2,076.42	65,268.00
48	Total Administrative and General	109,667.40	109,336.00	331.40	186,996.00
49	Water Trans and Distribution				
50	7075 · Fuel	1,823.62	1,323.00	500.62	2,268.00
51	7090 · Repairs and Maintenance	8,907.34	8,862.00	45.34	15,192.00
52	7100 · Supplies	1,484.80	6,167.00	-4,682.20	10,572.00
53	7110 · Utilities	3,609.12	6,384.00	-2,774.88	10,944.00
54	7120 · Wages				
55	7125 · Wages - Overtime Water Trans &	3,055.50	2,555.00	500.50	4,380.00

Garberville Sanitary District
Revenue & Expense Budget Performance - Water
July 2015 through January 2016

		Jul '15 - Jan 16	YTD Budget	\$ Over Budget	Annual Budget
56	7120 · Wages - Other	20,280.00	21,840.00	-1,560.00	37,440.00
57	Total 7120 · Wages	23,335.50	24,395.00	-1,059.50	41,820.00
58	Total Water Trans and Distribution	39,160.38	47,131.00	-7,970.62	80,796.00
59	Water Treatment				
60	7020 · Fuel	1,200.72	2,051.00	-850.28	3,516.00
61	7010 · Monitoring	1,628.95	1,631.00	-2.05	2,796.00
62	7030 · Repairs and Maintenance	3,015.10	5,425.00	-2,409.90	9,300.00
63	7040 · Supplies	7,428.89	9,849.00	-2,420.11	16,884.00
64	7050 · Utilities	20,336.35	22,421.00	-2,084.65	38,436.00
65	7060 · Wages				
66	7065 · Wages - Overtime Water Treatmen	4,110.50	3,038.00	1,072.50	5,208.00
67	7060 · Wages - Other	31,209.00	21,840.00	9,369.00	37,440.00
68	Total 7060 · Wages	35,319.50	24,878.00	10,441.50	42,648.00
69	Total Water Treatment	68,929.51	66,255.00	2,674.51	113,580.00
70	Total Expense	217,757.29	222,722.00	-4,964.71	381,372.00
71	Net Ordinary Revenue	73,755.55	106,341.00	-32,585.45	107,556.00
72	Other Revenue/Expense				
73	Other Revenue				
74	8060 · Interest Revenue	267.17	182.00	85.17	312.00
75	Total Other Revenue	267.17	182.00	85.17	312.00
76	Other Expense				
77	9010 · Other Expenses (Other Expenses)	1,500.00			
78	9040 · Depreciation	172,936.75	30,688.00	142,248.75	52,608.00
79	9050 · Interest Expense	4,279.20	10,360.00	-6,080.80	17,760.00
80	Total Other Expense	178,715.95	41,048.00	137,667.95	70,368.00
81	Net Other Revenue	-178,448.78	-40,866.00	-137,582.78	-70,056.00
82	Net Revenue	-104,693.23	65,475.00	-170,168.23	37,500.00

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

**January 19, 2016
5:00 p.m.**

I. REGULAR MEETING CALLED TO ORDER

Brodersen called the meeting to order at 5:04 pm

II. ESTABLISHMENT OF QUORUM

Linda Brodersen – present

Doug Bryan – present

Richard Thompson - present

Gary Wellborn - present

III. APPROVAL OF AGENDA

Chair Brodersen asked for a motion to approve the agenda as presented. Thompson made a motion to approve the agenda. Wellborn seconded the motion. The motion passed unanimously.

IV. OPEN SESSION

A1. Oath of Office--Rio Anderson

Soran Anderson was sworn into office by Emerson.

A2. Nominations for Board Treasurer

Chair Brodersen nominated Rio Anderson for the Board Treasurer. Thompson seconded the motion. The motion passed unanimously.

V. COMMENTS AND QUESTIONS FROM THE AUDIENCE

No Comments

VI. ANNOUNCEMENTS AND COMMUNICATIONS

Letters-Correspondence- Pauline Ellis (road damage) Emerson explained the water runoff in the area in question. The board advised Emerson to write Ms. Ellis a letter concerning the drainage problem.

Operations Staff - Nothing to Report

Office Staff - Nothing to Report

Board Members - Nothing to Report

General Manager - Emerson included his expenditure list. Director Thompson questioned the price of the hypochlorite system as well as the fire hydrant cost. Copenhafer explained the condition of the existing hydrants.

Chair Brodersen suggested moving the hydrant replacement to the top of the list.

VII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

- A.1 Approve Financials – Director Thompson questioned the R&M of \$9,000 for Sewer Treatment, Emerson said it was for the pond liner repair.
- A.2 Approve 12/15/15 Regular Meeting Minutes
- A.3 Operations Safety Report- No safety issues per Copenhafer
Director Wellborn made a motion to approve the Consent Agenda. Anderson seconded the motion. The motion was passed unanimously.

B. GENERAL BUSINESS – *Action items*

B.1 Audit Report and Approval Requested

Presentation by Barbara Guest of Anderson Lucas Somerville and Borges

Barbara presented the audit ending June 30, 2015. She said the audit was an unqualified audit, meaning there were no concerns, errors, or fraud found. Barbara explained that she suggested a bad debt allowance account for \$5000 to account for the bad debts. Chair Brodersen asked if Barbara thought the District will have a cash flow problem. Barbara said the loan was a no interest loan, and she doesn't see a problem.

Chair Brodersen asked for a motion to approve the audit with the changes discussed and authorize the Chairperson to sign the representation letter. Director Wellborn made a motion to approve the June 30, 2015, audit and authorize the Chairperson to sign the representation letter. Anderson seconded the motion. The motion passed by a roll call vote. Five yes votes.

B.2 Enclose Operations Room at SWTP and install heating and cooling system

Emerson explained the water treatment plant wasn't designed with an operator's room where they can compile the data, record keeping or monitoring the system. The plant is extremely loud. Emerson proposed to enclose an area of the plant with insulated walls and ceiling. Emerson said that Dennis Huber gave a verbal estimate of \$25,000. He has contacted other contractors, but no one has responded. He contacted a contractor that he has worked with from Murphys and this contractor estimated \$20,000 for the project. Emerson said that there was money in the R&M areas of the budget to cover this project. Chair Brodersen asked for a motion to approve the operation room with a budget of \$20,000.

Motion: Wellborn

Second: Thompson

Vote: 5 yes votes

B.3 Build a shelter for security and weather at raw water control panels

Tabled

B.4 Purchase metal detector for push camera system and pipe locating

Emerson explained that since the camera and locator were bought, they have been unable to locate the depths of the lines. He said there is equipment on the market; he has used them, everybody has used them. He has been comparing prices thru out the state and received a quote of \$2300 for a unit that the PG & E uses. It's a metal detector/pipe locator.

Chair Brodersen asked for a motion to approve the purchase of the metal detector/pipe locator with a \$2300 limit.

Motion: Thompson

Second: Wellborn

Vote: Five Yes Votes

C. POLICY REVISION / ADOPTION

C.1 Water Ordinance, Article 10: Discontinuance of Service (First Reading)

Emerson changed 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 10.4 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 10.8 Abandonment Charge. Any person who desires to abandon services to a building from the District's water system or to abandon service to property, shall pay to the District an Abandonment Charge. 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.

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 Disconnected Service. Any person requesting abandonment or 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.

After discussion it was requested that staff research a fire suppression ordinance and to put a timeline, upgrade, and new wording section in the Abandonment Charge.

C.2 Water Ordinance, Article 11: Collection by Suit (First Reading)

Sec 11.1 Suit. Unpaid rates, charges and penalties herein provided may be collected by suit ~~after 60 days of non-payment from billing date.~~

The board approved the addition to Sec 11.1 and requested for it to be brought back for second reading.

VIII. ITEMS FOR NEXT BOARD MEETING

1. History of South Fork Eel River cubic feet second (cfs) in relation to month of year
2. Update on Customer water usage in comparison to last year
3. Water Ordinance, Article 12: Public Fire Protection
4. Water Ordinance, Article 10 and 11 (adopt resolution)
5. Cost of the shelter for the Raw Water Panel

IX. ADJOURNMENT

Chair Brodersen adjourn the meeting at 6:08 pm



GARBERVILLE SANITARY DISTRICT

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

Date: 02/23/16
To: GSD Board of Directors
From: Operations Manager
Subject: Monthly Reports

Sampling and Testing Results for January 2016:

01/05/16 BOD = 22 mg/L	Limit 30 MgL
01/12/16 BOD = 26 mg/L	Limit 30 MgL
01/19/15 BOD = 33 mg/L	Limit 30 MgL

Monthly Average = 27 Limit 15 Mg/L

No Safety Incidents or near misses.

Ron Copenhafer
Operations Manager
Garberville Sanitary District

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.

- c. Water service termination will occur when there is a clear and immediate hazard to the potable water supply that cannot be immediately abated. Conditions that would require immediate water termination but are not limited to only these conditions are:
 - 1. Refusal to install or test a backflow prevention assembly, or to repair or replace a faulty backflow assembly.
 - 2. Direct or indirect connection between the public water system and a sewer line
 - 3. Unprotected direct or indirect connection between the public water system and a system or equipment containing contaminants.
 - 4. Notification will be given when termination of water service is required and water service will be denied until the backflow prevention assembly is working correctly, approved by certified tester and Garberville Sanitary District. The water user will be required to pay for any GSD staff time and for the certified tester before water service continues.

5. Governing Regulation:

Title 17. California Public Health and Safety Code.

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 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.
 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 Disconnected 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 a discontinued service application and be responsible for any associated costs along with a nonrefundable \$500 abandonment 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 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.

ARTICLE 11 COLLECTION BY SUIT

Sec 11.1 Suit. Unpaid rates, charges and penalties herein provided may be collected by suit after 60 days of non-payment from billing date if all notifications and legal requirements have been met.

Sec 11.2 Costs. Defendant shall pay costs in any judgment rendered in favor of the District.