

**FIELDBROOK GLENDALE  
COMMUNITY SERVICES DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

November 19, 2019  
Fieldbrook Fire Hall, 7:30 PM  
AGENDA

**1. Roll Call**

**2. Agenda Modifications**

**3. Public Comments**

Individuals wishing to speak on matters not listed on the agenda are asked to clearly state their name and address. No action will be taken on items not listed on the Agenda.

**4. Reports**

4.1 Wastewater Report

4.1.1 – Monthly report

4.2 Safety Report

4.3 Fire Chief Report

4.3.1 – Call/incident report.

4.4 District Engineer Report –

4.4.1 – Muni meeting report –

4.4.2 – Anker Tank – grant award(s) update

4.4.3 –

4.5 General Manager Report

4.5.1 – Laptop replacement

4.6 Reports by members of the Board.

4.6.1 –

**5. Consent Agenda**

The Board will approve all of the following items by a single vote unless any member of the Board or the public asks that an item be removed and considered separately.

5.1 Approval of minutes

5.1.1 Regular Board Meeting, October 22, 2019

5.2 Correspondence/Information Items

5.2.1 – McAdams, stand-by wastewater fee.

5.3 Approval to pay bills, issue payroll, county warrants, and bank transfers.

5.3.1 Interfund Transfers \$44,324.92

5.3.2 Checks (#5960-5983) \$46,409.72

5.3.3 Payroll \$2,892.96

5.3.4 General Journal Entries 440-443

5.3.5 General Manager reimbursement \$179.88 Adobe software

**6. Action/Discussion Items**

6.1 – Adjustment of wastewater late fees for summer months. Action.

**7. Future Agenda Items**

7.1 – Election of Officers. December.

7.2 – Board Calendar 2020. December.

7.3 – Annual audit presentation, fiscal year ending June 2019. December.

**8. Executive Session/Closed Session**

The Board may choose to consider items of an urgent nature that have arisen after this agenda was posted. The Board may also choose to adjourn to closed session to discuss legal or personnel matters.

**9. Adjournment/Announcements**

9.1 - Next regular meeting December 17, 2019.

**FIELDBROOK GLENDALE  
COMMUNITY SERVICES DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

October 22, 2019  
Fieldbrook Fire Hall, 7:30 PM  
AGENDA

**1. Roll Call**

*President Roy Sheppard called the meeting to order at 7:35 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom and Director Janet Miller. Director Jason Garlick was absent. Fire Chief Jack Sheppard, Sewer Technician Grant Weaver, District Engineer Rebecca Crow, Engineer Hannah Gidanian and General Manager Richard Hanger were present. Approximately 20 community members were present.*

**2. Agenda Modifications None.**

**3. Public Comments None.**

Individuals wishing to speak on matters not listed on the agenda are asked to clearly state their name and address. No action will be taken on items not listed on the Agenda.

**4. Reports**

4.1 Wastewater Report

4.1.1 – Monthly report

*Sewer Technician Grant Weaver reported continued concerns with H<sub>2</sub>S Hydrogen Sulfide. Winter maintenance will include ARV replacements and line assessments using a camera system. Discussion of PG&E PSPS power outage events and need for an additional generator.*

4.2 Safety Report – None.

4.3 Fire Chief Report

4.3.1 – Call/incident report.

*Fire Chief Jack Sheppard reported four calls this month. The repeater project has been slightly delayed due to some vacation schedules. Discussion of PG&E PSPS power outage created concerns for access to fuel and placement of a permanent generator at the water pump station.*

4.4 District Engineer Report –

4.4.1 – Muni meeting report – *No meeting.*

4.4.2 – Anker Tank – grant award(s) update *No additional report.*

*District Engineer Rebecca Crow introduced Engineer Hannah Gidanian who will be working on some projects for the district. Rebecca will be working on a proposal to pursue a planning grant to look at the feasibility of a wastewater tie-in to the City of Blue Lake. A scope of work with budget information will be developed for board approval.*

4.5 General Manager Report

4.5.1 – Laptop replacement

*District General Manager Richard Hanger reported that he had the district laptop evaluated for repair and it was recommended to replace. A replacement has been ordered.*

4.6 Reports by members of the Board.

4.6.1 – None.

**5. Consent Agenda**

The Board will approve all of the following items by a single vote unless any member of the Board or the public asks that an item be removed and considered separately.

5.1 Approval of minutes

5.1.1 Regular Board Meeting, September 24, 2019

5.2 Correspondence/Information Items

5.2.1 – Kathryn Donahue, email, wastewater rates.

5.2.2 – Steve Wilson, email, wastewater rates.

5.2.3 – Janis Taylor, will not serve letter.

5.2.4 – SDRMA, President's Awards.

5.2.4 – CalTrans, Agreement for location of underground utilities.

5.3 Approval to pay bills, issue payroll, county warrants, and bank transfers.

5.3.1 Interfund Transfers \$111,928.86

5.3.2 Checks (#5927-5959) \$111,913.05

**FIELDBROOK GLENDALE  
COMMUNITY SERVICES DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

- 5.3.3 Payroll \$2,892.96
- 5.3.4 General Journal Entries 433-439
- 5.3.5 General Manager reimbursement \$40.85, postage

*Director Janet Miller moved to approve the consent agenda as presented. Director Richard Grissom seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.*

**6. Action/Discussion Items**

6.1 – Wastewater rates, Discussion.

*General Manager Richard Hanger asked for direction to work with HD Consulting Engineers to audit revenues collected since the rate increase went into effect in December of 2018 and to develop additional rate alternatives based on public and staff input. Community members asked questions and commented for approximately one-hour. The item returned to the board for consideration.*

*Director Richard Grissom moved to direct staff as recommended. Director Starr Kilian seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.*

6.2 – Quarterly financial reports, budget adjustments. Action.

*General Manager Richard Hanger reviewed the first quarter financial reports and budget adjustments.*

*Director Richard Grissom moved to approve the quarterly financial reports and budget adjustments as presented. Director Janet Miller seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.*

6.3 – Annual wastewater dry weather flow report. Action.

*Director Richard Grissom moved to approve the wastewater dry weather flow report as presented. Director Janet Miller seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.*

**7. Future Agenda Items**

- 7.1 – Royal Gold Industrial Discharge Permit.
- 7.2 – City of Arcata, Wastewater agreement.
- 7.3 – Annual audit presentation, fiscal year ending June 2019.

**8. Executive Session/Closed Session**

The Board may choose to consider items of an urgent nature that have arisen after this agenda was posted. The Board may also choose to adjourn to closed session to discuss legal or personnel matters.

**9. Adjournment/Announcements**

9.1 - Next regular meeting November 19, 2019 & December 17, 2019.

*Meeting adjourned at 9:19 PM.*

*Respectfully submitted,*

\_\_\_\_\_  
*Richard Hanger  
Secretary to the Board*

\_\_\_\_\_  
*Starr Kilian  
Vice-President*

Attachments  
*CCCU fund transfer  
Initialed disbursement register*

FIELDBROOK GLENDALE COMMUNITY SERVICES DISTRICT  
P.O. BOX 2715 – MCKINLEYVILLE, CA 95519

October 23, 2019

Billye McAdams Muecke  
125 Hickory St.  
Huntsville, TX 77320

Claire McAdams  
5904 Lookout Mountain Drive  
Austin, TX 78731

Subject: Stand-by wastewater service for account #1050.01, McAdams Ranch Road

Dear Ms. Muecke & Ms. McAdams,

I am following up on your request to remove a wastewater stand-by charge from account #1050.01 billed to Claire McAdams. Your request states that the house has been vacant for "over ten (10) years and is approximately 2,000 feet from the public sewer line." A quick inspection on October 22, 2019 confirmed the approximate distance from the vacant house to the public sewer line.

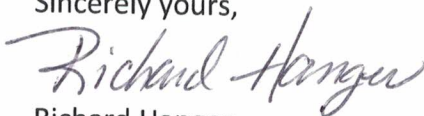
District Ordinance 90-2 Regulating the use of Public Sewers Sec. 305, requires connection provided "said public sewer is within three hundred (300) feet of the nearest point of the property one and the building is within one thousand (1,000) feet of the public sewer."

Wastewater stand-by fees were put in place by the District in 1988. Collection of these fees requires the District to maintain a reserve capacity equal to one residential development equivalent, in other words, you have a right to connect.

Your request to remove the wastewater stand-by fee from your account is approved and the District will no longer maintain capacity to serve the vacant house. This will become effective November 1, 2019.

Please do not hesitate to contact me with any questions.

Sincerely yours,




Richard Hanger  
General Manager  
Fieldbrook Glendale CSD

**FLDDBROOK GLENDALF**  
**COMMUNITY SERVICES DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**

November 19, 2019

Attention:



Please confirm transfer verbally to Richard Hanger   
 Via email to [rhanger50@gmail.com](mailto:rhanger50@gmail.com)

Coast Central Credit Union  
 2650 Harrison Avenue  
 Eureka, CA 95501-3259

Please transfer the following



November Reconciliation

Check Register	\$	46,409.72
#5960-5983	\$	46,409.72

Transfer Totals	\$	(45,365.22)
Fire	\$	11,415.29
Sewer	\$	15,080.79
Water	\$	18,869.14

Gross Pay	\$	2,914.30
<Net Pay>	\$	(2,209.95)
Empr. Taxes	\$	224.00

Adjustments		
EDD	\$	(538.15)
EDD	\$	(33.96)
IRS	\$	(771.58)
IRS	\$	(743.62)
Sept Merchant Fees	\$	114.46

Reconciliation	\$	(46,409.72)
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Balance	\$	-
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**Fieldbrook Glendale Community Services District**  
**Customer Balance Detail**  
**As of November 19, 2019**

Type	Date	Num	Name	Account	Class	Amount	Balance
<b>Interfund Expenses/Fire</b>							718.81
Bill	10/30/2019	Adob...	Interfu...	5390 · Office Expen...	Fire Depart...	59.96	778.77
Bill	10/31/2019	796634	Interfu...	5365 · Fuel Expens...	Fire Depart...	362.82	1,141.59
Bill	10/31/2019	84902	Interfu...	1665.03 · Communi...	Fire Depart...	2,909.25	4,050.84
Bill	10/31/2019	1563-...	Interfu...	5320 · Electric (Elec...	Fire Depart...	133.88	4,184.72
Bill	10/31/2019	Oct 2...	Interfu...	5335 · Water (Water)	Fire Depart...	48.33	4,233.05
Bill	11/01/2019	1330...	Interfu...	5170 · Disability Inc...	Fire Depart...	5,268.00	9,501.05
Bill	11/01/2019	Nov19	Interfu...	5345 · Internet Serv...	Fire Depart...	138.07	9,639.12
Bill	11/05/2019	707-8...	Interfu...	5310 · Telephone (...)	Fire Depart...	257.95	9,897.07
Bill	11/06/2019	Nov 2...	Interfu...	5075 · Chief Expen...	Fire Depart...	50.00	9,947.07
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Fire Depart...	127.72	10,074.79
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Fire Depart...	0.00	10,074.79
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Fire Depart...	7.92	10,082.71
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Fire Depart...	1.85	10,084.56
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Fire Depart...	0.00	10,084.56
Bill	11/19/2019	8140	Interfu...	5555 · Small Equip...	Fire Depart...	290.43	10,374.99
Total Interfund Expenses/Fire						9,656.18	10,374.99
<b>Interfund Expenses/Sewer</b>							799.34
Bill	10/26/2019	130036	Interfu...	5121 · Engineering ...	Enterprise:...	647.50	1,446.84
Bill	10/26/2019	130036	Interfu...	5121 · Engineering ...	Enterprise:...	21.00	1,467.84
Bill	10/30/2019	Adob...	Interfu...	5390 · Office Expen...	Enterprise:...	59.96	1,527.80
Bill	10/31/2019	0213-...	Interfu...	5320 · Electric (Elec...	Enterprise:...	73.80	1,601.60
Bill	10/31/2019	0004...	Interfu...	5020 · Purchased S...	Enterprise:...	10,208.84	11,810.44
Bill	10/31/2019	0912-...	Interfu...	5320 · Electric (Elec...	Enterprise:...	150.16	11,960.60
Bill	11/01/2019	W420...	Interfu...	5310 · Telephone (...)	Enterprise:...	14.11	11,974.71
Bill	11/05/2019	707-8...	Interfu...	5310 · Telephone (...)	Enterprise:...	263.71	12,238.42
Bill	11/05/2019	707-8...	Interfu...	5310 · Telephone (...)	Enterprise:...	228.57	12,466.99
Bill	11/11/2019	149565	Interfu...	5121 · Engineering ...	Enterprise:...	285.00	12,751.99
Paycheck	11/15/2019	5981	Interfu...	6560 · Payroll Expe...	Enterprise:...	948.42	13,700.41
Paycheck	11/15/2019	5981	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.00	13,700.41
Paycheck	11/15/2019	5981	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.00	13,700.41
Paycheck	11/15/2019	5981	Interfu...	6560 · Payroll Expe...	Enterprise:...	58.80	13,759.21
Paycheck	11/15/2019	5981	Interfu...	6560 · Payroll Expe...	Enterprise:...	13.75	13,772.96
Paycheck	11/15/2019	5981	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.00	13,772.96
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	894.04	14,667.00
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.00	14,667.00
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	55.43	14,722.43
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	12.96	14,735.39
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.00	14,735.39
Paycheck	11/15/2019	5983	Interfu...	6560 · Payroll Expe...	Enterprise:...	50.08	14,785.47
Paycheck	11/15/2019	5983	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.05	14,785.52
Paycheck	11/15/2019	5983	Interfu...	6560 · Payroll Expe...	Enterprise:...	3.11	14,788.63
Paycheck	11/15/2019	5983	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.73	14,789.36
Paycheck	11/15/2019	5983	Interfu...	6560 · Payroll Expe...	Enterprise:...	1.00	14,790.36
Bill	11/19/2019	8140	Interfu...	5555 · Small Equip...	Enterprise:...	290.43	15,080.79
Total Interfund Expenses/Sewer						14,281.45	15,080.79
<b>Interfund Expenses/Water</b>							1,013.07
Bill	10/26/2019	130036	Interfu...	5121 · Engineering ...	Enterprise:...	660.00	1,673.07
Bill	10/26/2019	130036	Interfu...	5121 · Engineering ...	Enterprise:...	33.00	1,706.07
Bill	10/30/2019	Adob...	Interfu...	5390 · Office Expen...	Enterprise:...	59.96	1,766.03
Bill	10/31/2019	Oct 2...	Interfu...	5010 · Purchased ...	Enterprise:...	892.02	2,658.05
Bill	10/31/2019	Oct 2...	Interfu...	5010 · Purchased ...	Enterprise:...	12,009.62	14,667.67
Bill	10/31/2019	Oct 2...	Interfu...	5010 · Purchased ...	Enterprise:...	1,349.12	16,016.79
Bill	10/31/2019	Oct 2...	Interfu...	5010 · Purchased ...	Enterprise:...	717.34	16,734.13
Bill	10/31/2019	Oct 2...	Interfu...	5010 · Purchased ...	Enterprise:...	-296.98	16,437.15
Bill	10/31/2019	9923-...	Interfu...	5320 · Electric (Elec...	Enterprise:...	42.39	16,479.54
Bill	10/31/2019	0097-...	Interfu...	5320 · Electric (Elec...	Enterprise:...	23.73	16,503.27
Bill	10/31/2019	7997-...	Interfu...	5320 · Electric (Elec...	Enterprise:...	713.82	17,217.09
Bill	11/04/2019	707-4...	Interfu...	5310 · Telephone (...)	Enterprise:...	57.62	17,274.71
Bill	11/06/2019	Nov 2...	Interfu...	5070 · Directors' Fe...	Enterprise:...	50.00	17,324.71
Bill	11/06/2019	Nov 2...	Interfu...	5070 · Directors' Fe...	Enterprise:...	50.00	17,374.71
Bill	11/06/2019	Nov 2...	Interfu...	5070 · Directors' Fe...	Enterprise:...	50.00	17,424.71
Bill	11/06/2019	Nov 2...	Interfu...	5070 · Directors' Fe...	Enterprise:...	50.00	17,474.71
Bill	11/06/2019	Nov 2...	Interfu...	5070 · Directors' Fe...	Enterprise:...	50.00	17,524.71
Bill	11/07/2019	234-8...	Interfu...	5310 · Telephone (...)	Enterprise:...	91.55	17,616.26

**Fieldbrook Glendale Community Services District**  
**Customer Balance Detail**  
**As of November 19, 2019**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Amount</u>	<u>Balance</u>
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	894.04	18,510.30
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.00	18,510.30
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.00	18,510.30
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	55.43	18,565.73
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	12.97	18,578.70
Paycheck	11/15/2019	5982	Interfu...	6560 · Payroll Expe...	Enterprise:...	0.00	18,578.70
Bill	11/19/2019	8140	Interfu...	5555 · Small Equip...	Enterprise:...	290.44	18,869.14
Total Interfund Expenses/Water						17,856.07	18,869.14
<b>TOTAL</b>						<b>41,793.70</b>	<b>44,324.92</b>

**Fieldbrook Glendale Community Services District**  
**Check Register for this Month**  
**October 23 through November 19, 2019**

Type	Date	Num	Name	Amount
<b>1000 · Coast Central Credit Un.</b>				
<b>1012 · General Fund Checking (All Funds)</b>				
<b>1015 · Water Dept Checking (Water Dept Checking)</b>				
Bill Pmt -Check	10/23/2019	5960	Infinite Consulting Ser...	-2,240.92
Liability Check	10/23/2019	E-pay	EDD	-538.15
Liability Check	10/23/2019	E-pay	EDD	-33.96
Liability Check	10/23/2019	E-pay	United States Treasury	-771.58
Liability Check	10/23/2019	E-pay	United States Treasury	-743.62
Bill Pmt -Check	10/23/2019	E-Pay	Intuit Quick Books	-6.00
Bill Pmt -Check	11/04/2019	E-Pay	Verizon	-1,010.14
Bill Pmt -Check	11/15/2019	5961	American Messaging	-14.11
Bill Pmt -Check	11/15/2019	5962	AT&T	-899.40
Bill Pmt -Check	11/15/2019	5963	City of Arcata	-10,208.84
Bill Pmt -Check	11/15/2019	5964	Fieldbrook Glendale C...	-48.33
Bill Pmt -Check	11/15/2019	5965	GHD, Inc	-1,361.50
Bill Pmt -Check	11/15/2019	5966	Humboldt Bay Munici...	-14,871.12
Bill Pmt -Check	11/15/2019	5967	Infinite Consulting Ser...	-871.30
Bill Pmt -Check	11/15/2019	5968	Jack Sheppard	-50.00
Bill Pmt -Check	11/15/2019	5969	Janet Miller	-50.00
Bill Pmt -Check	11/15/2019	5970	Jason Garlick	-50.00
Bill Pmt -Check	11/15/2019	5971	Johnson's Mobile Ren...	-2,909.25
Bill Pmt -Check	11/15/2019	5972	Myers-Stevens	-5,268.00
Bill Pmt -Check	11/15/2019	5973	North Coast Laborator...	-285.00
Bill Pmt -Check	11/15/2019	5974	PG&E	-1,137.78
Bill Pmt -Check	11/15/2019	5975	Renner Petroleum	-362.82
Bill Pmt -Check	11/15/2019	5976	Rich Grissom	-50.00
Bill Pmt -Check	11/15/2019	5977	Richard A. Hanger	-179.88
Bill Pmt -Check	11/15/2019	5978	Roy Sheppard	-50.00
Bill Pmt -Check	11/15/2019	5979	Starr Kilian	-50.00
Bill Pmt -Check	11/15/2019	5980	Sudden Link	-138.07
Paycheck	11/15/2019	5981	Grant Weaver	-866.38
Paycheck	11/15/2019	5982	Richard A Hanger	-1,297.83
Paycheck	11/15/2019	5983	Robert S Lackey	-45.74
Total 1015 · Water Dept Checking (Water Dept Checking)				-46,409.72
Total 1012 · General Fund Checking (All Funds)				-46,409.72
Total 1000 · Coast Central Credit Un.				-46,409.72
<b>TOTAL</b>				<b>-46,409.72</b>



**Fieldbrook Glendale Community Services District  
Payroll Summary**

October 23 through November 19, 2019

	Grant Weaver			Richard A Hanger			Robert S Lackey			TOTAL		
	Hours	Rate	Oct 23 - Nov 19, 19	Hours	Rate	Oct 23 - Nov 19, 19	Hours	Rate	Oct ...	Hours	Rate	Oct 23 - Nov 19, 19
<b>Employee Wages, Taxes and Adjustments</b>												
Gross Pay												
Hourly Rate	33	28.74	948.42	60	31.93	1,915.80	2	25.04	50.08	95.00		2,914.30
Hourly Sick		28.74	0.00		31.93	0.00			0.00			0.00
<b>Total Gross Pay</b>	<b>33</b>		<b>948.42</b>	<b>60</b>		<b>1,915.80</b>	<b>2</b>		<b>50.08</b>	<b>95.00</b>		<b>2,914.30</b>
Adjusted Gross Pay	33		948.42	60		1,915.80	2		50.08	95.00		2,914.30
<b>Taxes Withheld</b>												
Federal Withholding			0.00			-301.00			0.00			-301.00
Medicare Employee			-13.75			-27.78			-0.73			-42.26
Social Security Employee			-58.80			-118.78			-3.11			-180.69
CA - Withholding			0.00			-151.25			0.00			-151.25
CA - Disability Employee			-9.49			-19.16			-0.50			-29.15
Medicare Employee Addl Tax			0.00			0.00			0.00			0.00
<b>Total Taxes Withheld</b>			<b>-82.04</b>			<b>-617.97</b>			<b>-4.34</b>			<b>-704.35</b>
<b>Net Pay</b>	<b>33</b>		<b>866.38</b>	<b>60</b>		<b>1,297.83</b>	<b>2</b>		<b>45.74</b>	<b>95.00</b>		<b>2,209.95</b>
<b>Employer Taxes and Contributions</b>												
Medicare Company			13.75			27.78			0.73			42.26
Social Security Company			58.80			118.78			3.11			180.69
CA - Unemployment Company			0.00			0.00			1.00			1.00
CA - Employment Training Tax			0.00			0.00			0.05			0.05
<b>Total Employer Taxes and Contributions</b>			<b>72.55</b>			<b>146.56</b>			<b>4.89</b>			<b>224.00</b>

9:31 AM  
 11/15/19  
 Accrual Basis

**Fieldbrook Glendale Community Services District  
 General Journal Transaction  
 October 22, 2019**

Num	Name	Memo	Account	Class	Debit	Credit
440		Correct Interf...	1027 · Water Assets...	Enterpris...		18.25
		Correct Interf...	1028 · Sewer Asset ...	Enterpris...	18.25	
					18.25	18.25
<b>TOTAL</b>					<b>18.25</b>	<b>18.25</b>

9:31 AM  
 11/15/19  
 Accrual Basis

**Fieldbrook Glendale Community Services District  
 General Journal Transaction  
 October 31, 2019**

Num	Name	Memo	Account	Class	Debit	Credit
441		October Depo...	1025.01 · Undeposit...	Enterpris...	3,882.84	
		October Depo...	1027 · Water Assets...	Enterpris...		3,882.84
					3,882.84	3,882.84
<b>TOTAL</b>					<b>3,882.84</b>	<b>3,882.84</b>

9:32 AM  
 11/15/19  
 Accrual Basis

**Fieldbrook Glendale Community Services District  
 General Journal Transaction  
 October 31, 2019**

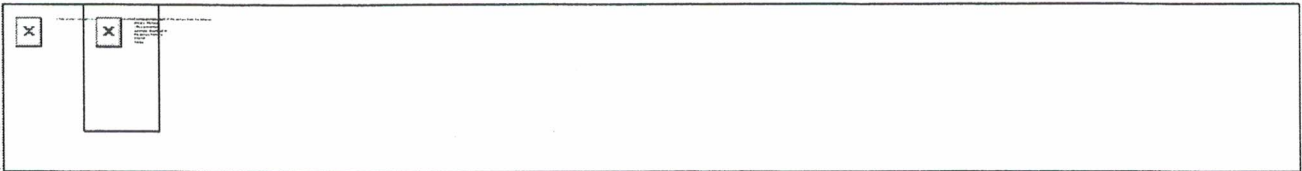
Num	Name	Memo	Account	Class	Debit	Credit
442		Adjust Royal ...	4220 · Commercial ...	Enterpris...	1,815.84	
		Adjust Royal ...	4245.02 · Sewer Co...	Enterpris...		1,815.84
					1,815.84	1,815.84
<b>TOTAL</b>					<b>1,815.84</b>	<b>1,815.84</b>

9:32 AM  
 11/15/19  
 Accrual Basis

**Fieldbrook Glendale Community Services District  
 General Journal Transaction  
 June 29, 2019**

Num	Name	Memo	Account	Class	Debit	Credit
443	Royal Gold, LLC	Y/E reclass R...	4260 · Sewer Other ...	Enterpris...	12,182.21	
	Roy Sheppard	Y/E reclass R...	4245.02 · Sewer Co...	Enterpris...		12,182.21
					12,182.21	12,182.21
<b>TOTAL</b>					<b>12,182.21</b>	<b>12,182.21</b>

**From:** Adobe <store@adobe.com>  
**Sent:** Wednesday, October 30, 2019 1:14 PM  
**To:** rhanger50@gmail.com  
**Subject:** Thanks for your purchase



Thanks for your purchase, Richard.

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### Order details

Order number: **ADB081259167**  
Ordered: **October 30, 2019**

 <b>Acrobat Pro DC</b> Annual plan, prepaid	US\$179.88/yr
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Subtotal	US\$179.88/yr
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Tax/VAT 0.00%	US\$0.00/yr
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<b>TOTAL</b>	<b>US\$179.88/yr</b>
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[Manage Your Account](#)

Fieldbrook Glendale  
Community Services District  
Agenda Background

**Agenda Item:** 6.1

**Agenda Title:** Wastewater late fee credit/refund

**Meeting Date:** 11/19/2019

**Presented by:** Richard Hanger

**Type of Item:**         Action                       Discussion                       Information

**Type of Action  
Required:**             No Action                       Voice Vote                       Roll Call Vote

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**Background:**

Discussion of possibly crediting late fees for the summer billing months occurred at the October 22, 2019 board meeting. The board directed staff to collect the relevant financial information and come back with a recommendation.

Domestic late fees for the months of July – October totaled \$1,764.11.  
Commercial late fees for the same period totaled \$131.57.  
Total late fees \$1,895.68.

**Recommendation:**

Staff is recommending a credit be applied to active domestic accounts or closed accounts with a balance due.