

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

August 27, 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 –

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, July 23, 2019

5.2 Correspondence/Information Items

5.2.1 – Steve Wilson, re: Wastewater Fees.

5.2.2 – Humboldt County, re: Prop 172 revenue share

5.2.3 – HBMWD, re: Emergency Action Plan – Matthews Dam

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

5.3.1 Interfund Transfers \$38,881.21

5.3.2 Checks (5875-5901) \$38,593.99

5.3.3 Payroll \$2,943.04

5.3.4 General Journal Entries 414-423

5.3.5 General Manager reimbursement \$94.91 – office supplies

6. Action/Discussion Items

6.1 – Royal Gold Industrial Discharge Permit. Tabled from July 23rd. Action.

6.2 – Wastewater service agreement. Action.

6.3 – Public Hearing – Final Budget Adoption FY 2020. Action.

7. Future Agenda Items

7.1 – Management Discussion & Analysis – Audit. September.

7.2 –

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 September 24, 2019.

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

July 23, 2019
Fieldbrook Fire Hall, 7:30 PM
MINUTES

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, Director Jason Garlick and Director Janet Miller. Fire Chief Jack Sheppard, Sewer Technician Grant Weaver, District Engineer Rebecca Crow, GHD Engineer Alex Crowe and General Manager Richard Hanger 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 no issues.

4.2 Safety Report

4.3 Fire Chief Report

4.3.1 – Call/incident report.

Fire Chief Jack Sheppard reported nine calls. Fire hydrants are being flow tested by HBMWD. The repeater project is progressing.

4.4 District Engineer Report –

4.4.1 – Muni meeting report –

District Engineer Rebecca Crow reported the muni meeting discussed HBMWD budget and projects for FY 2020. Also discussed the proposed Aqua farm and wood fuel pellet proposal.

4.4.2 – Anker Tank – grant award(s) update

District Engineer Rebecca Crow reported the related Local Hazard Mitigation Plan is being prepared by Humboldt County for review. They have requested an extension of the filing date.

4.5 General Manager Report

4.5.1 – None.

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, June 25, 2019

5.2 Correspondence/Information Items

5.2.1 –

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

5.3.1 Interfund Transfers \$165,144.72

5.3.2 Checks (5844-5874) \$164,287.19

5.3.3 Payroll \$2,421.16

5.3.4 General Journal Entries 405-413

5.3.5 Warrant Request for Transfer – to Fire Fund \$25,000

Director Janet Miller moved to approve the consent agenda as presented. Director Jason Garlick seconded the motion. The motion carried, Ayes 5, Nays 0, Abstain 0, Absent 0.

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

6. Action/Discussion Items

6.1 – Royal Gold Industrial Discharge Permit. Tabled from May 28th. Action.
*Comments from the City of Arcata are being incorporated into the permit.
Item tabled by order of the chair to the August 27, 2019 regular board meeting.*

6.2 – Resolution 2019-04, Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, and/ or design of the Glendale Sanitary Sewer Evaluation.

Director Jason Garlick moved to approve Resolution 2019-04 as presented. Director Richard Grissom seconded the motion. The motion carried, Ayes 5, Nays 0, Abstain 0, Absent 0.

6.3 – Final budget updates – 2019. Action.
General Manager Richard Hanger presented the final budget updates. Additional changes are pending the receipt of the final fire tax posting and an updated depreciation schedule.

Director Richard Grissom moved to approve the final budget updates as presented. Director Janet Miller seconded the motion. The motion carried, Ayes 5, Nays 0, Abstain 0, Absent 0.

6.4 – Board Remuneration 2020. Action.

Director Richard Grissom moved to leave board remuneration at the current annual level of \$599. Director Jason Garlick seconded the motion. The motion carried, Ayes 5, Nays 0, Abstain 0, Absent 0.

7. Future Agenda Items

7.1 – Wastewater service agreement, City of Arcata. Date to be determined.
7.2 – *Final FY 2020 Budgets. August.*

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 August 27, 2019.

Meeting adjourned at 8:11 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Janet Miller
Director*

Attachments
*CCCU fund transfer
Initialed disbursement register*

Hello Mr. Rick Hanger and the Feildbrook Water District Board of Directors.

I am writing this to ask for consideration to reduce the over 200% (370+ vs 70+/month) increase in Mary Wilson's sewer bill. We are retired and live at 2434 Glendale Drive, Mckinleyville but are about a mile from Blue Lake.

My wife and I are avid gardeners and have been for years. I will include pictures. We were willing to pay the additional water costs in the summer for our garden. However we think it is onerous and unfair to be charged \$200 more each month for water that allow us to garden and lower cost food for us to eat. We are retired and live on a fixed income and the increased yearly cost of water not entering your sewer system is not affordable to us.

There should be some consideration for increased water usage that does not enter your sewer system. It in my opinion although biased that I should not pay more for the use of a sewer system by paying for water that does not enter your sewer.

Sincerely, Steve and Mary Wilson



COUNTY ADMINISTRATIVE OFFICE
MANAGEMENT & BUDGET TEAM
COUNTY OF HUMBOLDT

825 5th Street, Room 112, Eureka, CA 95501-1153
Telephone (707) 445-7266 Fax (707) 445-7299

July 25, 2019

Rich Grissom, Fire Chief
Fieldbrook Community Services District
4584 Fieldbrook Road
McKinleyville, CA 95519

**SUBJECT: AGREEMENT WITH THE COUNTY OF HUMBOLDT FOR SHARING OF
PROPOSITION 172 REVENUE FOR FISCAL YEAR 2019-20**

Based upon the Proposition 172 allocation formula developed by the Humboldt Fire Chiefs, the County has updated last year's fire agreements. Enclosed are two copies of the unsigned agreement between the County of Humboldt and Fieldbrook Community Services District.

Each fire district has been allocated a given percentage of total Proposition 172 receipts according to a formula developed by the Fire Chiefs. That percentage is reflected in the attached agreement.

Please have your district's authorized person sign and return both copies of the agreement. Upon receipt of the copies, the agreement will go before the Board of Supervisors. Once the Board of Supervisors has approved the agreement, one fully executed agreement will be returned to you and payments will commence on a quarterly basis.

Thank you,

Vanessa Ericksen
Administrative Secretary

Enclosures (2)

1. Agreement
2. Distribution Formula

| Agency | % of County Receipts | FY 2019-20 Estimated |
|-----------------|----------------------|----------------------|
| Arcata FD | 0.08283% | \$8,778 |
| Blue Lake FD | 0.02337% | \$2,476 |
| Samoa FD | 0.00659% | \$699 |
| Ferndale FD | 0.05615% | \$5,950 |
| Fortuna FD | 0.18988% | \$20,121 |
| Garberville FD | 0.01506% | \$1,595 |
| Humboldt FD | 1.30896% | \$138,705 |
| Kneeland FD | 0.00865% | \$917 |
| Loleta FD | 0.01167% | \$1,237 |
| Myers Flat FD | 0.00667% | \$707 |
| Petrolia FD | 0.01181% | \$1,251 |
| Redway FD | 0.06437% | \$6,821 |
| Rio Dell FD | 0.01096% | \$1,161 |
| Telegraph Ridge | 0.00725% | \$768 |
| Willow Creek FD | 0.05909% | \$6,261 |
| Whitethorn FD | 0.00721% | \$764 |
| FieldbrookCSD | 0.01028% | \$1,089 |
| Carlotta CSD | 0.00791% | \$839 |
| Miranda CSD | 0.00712% | \$754 |
| Orick CSD | 0.00766% | \$812 |
| Orleans CSD | 0.00680% | \$720 |
| RID #1 -SC | 0.08283% | \$8,777 |
| Weott CSD | 0.00687% | \$728 |
| | | \$211,932 |
| Totals | 2.00% | \$211,932 |



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

828 SEVENTH STREET, PO BOX 95 • EUREKA, CALIFORNIA 95502

OFFICE 707-443-5018 ESSEX 707-822-2918

FAX 707-443-5731 707-822-8245

EMAIL OFFICE@HBMWD.COM

Website: www.hbmwd.com

BOARD OF DIRECTORS

SHERI WOO, PRESIDENT

NEAL LATT, VICE-PRESIDENT

J. BRUCE RUPP, SECRETARY-TREASURER

BARBARA HECATHORN, DIRECTOR

MICHELLE FULLER, DIRECTOR

GENERAL MANAGER

JOHN FRIEDENBACH

August 12, 2019

To: Holders of HBMWD's Emergency Action Plan (EAP) for R.W. Matthews Dam and Invitees

Re: Tabletop - Functional Exercises

This is an invitation to the Tabletop – Functional Exercises that has been scheduled for **Thursday, September 12, 2019** between 9:30 am – 3:30 pm at the Six Rivers National Forest Headquarters on 1330 Bayshore Way in Eureka.

Humboldt Bay Municipal Water District (HBMWD) is required by the Federal Energy Regulatory Commission (FERC) to conduct a functional exercise of our Emergency Action Plan (EAP) for R. W. Matthews Dam every five years. All agencies that are responsible for notification, evacuation or other emergency response functions should participate in the Tabletop – Functional Exercises. Therefore, your participation (or another agency representative) is requested. The “Tabletop” exercise will be conducted in the morning and will last approximately 3 hours. This exercise is an educational briefing of R.W. Matthews Dam’s EAP. The “Functional” exercise will be conducted in the afternoon and last approximately 2 hours. This exercise simulates an actual dam failure and other specified events with time constraints. In this scenario, all participants will act out their actual roles in the simulated emergency.

An email invitation was sent out on July 24, 2019. While some agencies have responded to the request for RSVP, many have not. The RSVP is essential for planning the exercise scenario, seating arrangements, food preparations, etc. If you have not already, please email or fax the attached RSVP Form by August 23, 2019 to advise us whether a representative from your agency will be attending or not. A final reminder email and agenda will be sent two weeks prior to the event. Please ensure HBMWD has the correct email addresses for your agency plan holder and planned attendees on the RSVP form.

On the day of the event, we will provide a lunch order form. Enclosed, please find a sample lunch order form. Please feel free to fill this out and email/fax it back with your RSVP Form.

If you have any questions or comments regarding the items above, please feel free to contact our Program and Regulatory Analyst, Samantha Ryan, at (707) 443-5018 or ryan@hbmwd.com.

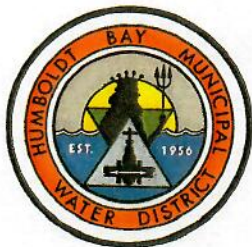
Sincerely,

A handwritten signature in blue ink that reads "John Friedenbach".

John Friedenbach
General Manager

Cc: Frank Blackett, Samuel Lee; FERC
Sharon K. Tapia, Lakhbir Singh; DSOD
Phillip Labra; Cal OES
Bill Rettberg, GEI Consultants
Pat Kaspari, GHD

Attachments: RSVP Form, Event Information Sheet, Lunch Order Form



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

828 SEVENTH STREET, PO BOX 95 • EUREKA, CALIFORNIA 95502-0095

OFFICE 707-443-5018 ESSEX 707-822-2918

FAX 707-443-5731 707-822-8245

EMAIL OFFICE@HBMWD.COM

BOARD OF DIRECTORS

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BARBARA HECATHORN, DIRECTOR
MICHELLE FULLER, DIRECTOR

GENERAL MANAGER

JOHN FRIEDENBACH

Attention: Samantha Ryan
Humboldt Bay Municipal Water District
Email: ryan@hbmwd.com
FAX: (707) 443-5731
Phone: (707) 443-5018

Subject: HBMWD EAP Tabletop and Functional Exercise RSVP Form

The following is the EAP plan holder information on file with HBMWD, please correct any errors.

Plan Holder Name:

Title:

~~Agency Name~~ Address:

Plan Holder Email:

There is no plan holder for this agency.
Participation from you agency may
benefit the community in the case of an
emergency.

Please check one:

Someone from our agency **will** be attending the EAP Tabletop Exercise on September 12, 2019

Someone from our agency **will not** be attending the EAP Tabletop Exercise on September 12, 2019

Please list the name(s) and email(s) of the expected participant(s) from your agency:

1. _____

2. _____

All EAP plan holders are expected to participate in the Functional Exercise.

Please RSVP with Samantha by email, fax, or phone (see top of page), by August 23, 2019.

Thank You!

Event Information Sheet

When

Thursday, September 12, 2019. Check in starts at 9:00am. Morning exercise begins promptly at 9:30am. The afternoon exercise will start at 1:15pm.

Where

Six Rivers National Forest Office
1330 Bayshore Way
Eureka, CA 95501

What to Bring

Your copy of the EAP (salmon cover dated June 2019)

Conference Room Rules

The following are U.S. Forest Service requirements for the use of their conference room.

1. **There is no parking in the USFS parking lot.** Please park either on the street or in the Bayshore Mall parking lot (see below). HBMWD will have District staff outside on the morning of the event to assist with parking.



2. You will be required to sign in at the Front Desk and wear a Visitor Badge at all times. Visitors must log out and return badges at the end of the meeting.
3. Access is restricted to the Lobby, Public Restrooms in the Lobby, and the Conference Room only.

Refreshments

Morning snacks, lunch, and afternoon snacks will be provided. Beverages will include water, coffee, tea, and soda.

PLEASE PRINT



Share one with a friend
EST. 1983

EUREKA LOCATION
SANDWICH FAX
707-443-1342

Pick Up Time: 11:30 am

Name: Humboldt Bay Muni Water Dist

Phone: 443-5018

Name: _____

Sandwich Type: (1)

Agency: _____

..... Pick Your Sandwich Type And Write It Above

(1) COLD SANDWICHES

- Turkey Breast
- Smoked Turkey
- Garlic Herb Turkey
- Roast Beef
- Pastrami
- Corned Beef
- Black Forest Ham
- Italian Salami
- Pepperoni
- Tuna - Made to Order
- Liverwurst
- B.L.T.

OR

(1) VEGETARIAN SANDWICHES

- Avocado, Sprouts & Cheese
- Three Cheese Combination
- Tofu (smoked, marinated, BBQ or Chorizo)
- Garden Burger
- PBJ (straw/blackberry, smooth/crunchy)

..... Circle What You Want On Your Sandwich

CHEESE

SWISS - CHEDDAR - MONTEREY JACK - PROVOLONE - PEPPER JACK - SMOKEY CHEDDAR
GARLIC JACK - MUENSTER - MOZZARELLA - AMERICAN - CREAM CHEESE - SMOKED GOUDA

BREAD

SOUR DOUGH ROLL - SOUR DOUGH SLICED - WHEAT ROLL - WHEAT SLICED - FRENCH ROLL
DUTCH CRUNCH ROLL - MARBLE RYE SLICED - GREEN LEAF LETTUCE WRAP

TOPPINGS

MAYONNAISE - YELLOW MUSTARD - SWEET HOT MUSTARD - DIJON MUSTARD
LETTUCE - TOMATOES - PICKLES - ONIONS - JALAPENOS - PEPPERONCINIS - SALT & PEPPER
OIL & VINEGAR

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

August 27, 2019

Attention:



Please confirm transfer verbally to Richard Hanger at
Via email to rhanger50@gmail.com

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

Please transfer the following



From: S70 Business Liquid Asset Account \$ 38,881.21
To: S61 Water Checking \$ 38,881.21

August Reconciliation

| | | |
|------------------------|-----------|--------------------|
| Check Register | \$ | 38,593.99 |
| #5875-5901 | \$ | 38,593.99 |
| | | |
| Transfer Totals | \$ | (38,881.21) |
| Fire | \$ | 2,865.92 |
| Sewer | \$ | 15,148.81 |
| Water | \$ | 20,866.48 |
| | | |
| Gross Pay | \$ | 2,943.04 |
| <Net Pay> | \$ | (2,236.23) |
| Empr. Taxes | \$ | 245.85 |
| | | |
| Adjustments | | |
| IRS | \$ | (671.44) |
| Intuit | \$ | 6.00 |
| | | |
| | | |
| | | |
| Reconciliation | \$ | (38,593.99) |
| Balance | \$ | - |

Fieldbrook Glendale Community Services District
Customer Balance Detail
As of August 27, 2019

| Type | Date | Num | Name | Account | Class | Amount | Balance |
|---------------------------------|------------|----------|-----------|----------------------|--------------|-----------|-----------|
| Interfund Expenses/Fire | | | | | | | 1,380.37 |
| Bill | 07/31/2019 | 767... | Interf... | 5365 · Fuel Exp... | Fire Dep... | 149.18 | 1,529.55 |
| Bill | 07/31/2019 | July ... | Interf... | 5335 · Water (W... | Fire Dep... | 53.16 | 1,582.71 |
| Bill | 07/31/2019 | 156... | Interf... | 5320 · Electric (... | Fire Dep... | 138.30 | 1,721.01 |
| Bill | 08/01/2019 | 101... | Interf... | 5390 · Office Ex... | Fire Dep... | 33.33 | 1,754.34 |
| Bill | 08/08/2019 | Aug... | Interf... | 5345 · Internet ... | Fire Dep... | 138.20 | 1,892.54 |
| Bill | 08/16/2019 | 114-... | Interf... | 5390 · Office Ex... | Fire Dep... | 31.63 | 1,924.17 |
| Bill | 08/16/2019 | Aug... | Interf... | 5075 · Chief Ex... | Fire Dep... | 50.00 | 1,974.17 |
| Bill | 08/16/2019 | 707-... | Interf... | 5310 · Telephon... | Fire Dep... | 260.60 | 2,234.77 |
| Check | 08/20/2019 | E-Pay | Interf... | 5390 · Office Ex... | Fire Dep... | 2.00 | 2,236.77 |
| Bill | 08/22/2019 | HCF... | Interf... | 5398 · Educatio... | Fire Dep... | 125.00 | 2,361.77 |
| Bill | 08/22/2019 | 101... | Interf... | 5390 · Office Ex... | Fire Dep... | 368.66 | 2,730.43 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Fire Dep... | 127.72 | 2,858.15 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Fire Dep... | 0.00 | 2,858.15 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Fire Dep... | 7.92 | 2,866.07 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Fire Dep... | 1.85 | 2,867.92 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Fire Dep... | 0.00 | 2,867.92 |
| Total Interfund Expenses/Fire | | | | | | 1,485.55 | 2,867.92 |
| Interfund Expenses/Sewer | | | | | | | 2.00 |
| Bill | 07/31/2019 | 000... | Interf... | 5020 · Purchase... | Enterpris... | 11,273.29 | 11,275.29 |
| Bill | 07/31/2019 | 021... | Interf... | 5320 · Electric (... | Enterpris... | 77.17 | 11,352.46 |
| Bill | 07/31/2019 | 124... | Interf... | 5121 · Engineeri... | Enterpris... | 315.00 | 11,667.46 |
| Bill | 07/31/2019 | 124... | Interf... | 5121 · Engineeri... | Enterpris... | 12.00 | 11,679.46 |
| Bill | 07/31/2019 | 091... | Interf... | 5320 · Electric (... | Enterpris... | 434.08 | 12,113.54 |
| Bill | 08/01/2019 | 101... | Interf... | 5390 · Office Ex... | Enterpris... | 33.33 | 12,146.87 |
| Bill | 08/08/2019 | W42... | Interf... | 5310 · Telephon... | Enterpris... | 15.60 | 12,162.47 |
| Bill | 08/16/2019 | 114-... | Interf... | 5390 · Office Ex... | Enterpris... | 31.64 | 12,194.11 |
| Bill | 08/16/2019 | 707-... | Interf... | 5310 · Telephon... | Enterpris... | 266.46 | 12,460.57 |
| Bill | 08/16/2019 | 707-... | Interf... | 5310 · Telephon... | Enterpris... | 230.61 | 12,691.18 |
| Check | 08/20/2019 | E-Pay | Interf... | 5390 · Office Ex... | Enterpris... | 2.00 | 12,693.18 |
| Bill | 08/22/2019 | 101... | Interf... | 5390 · Office Ex... | Enterpris... | 366.67 | 13,059.85 |
| Paycheck | 08/22/2019 | 5899 | Interf... | 6560 · Payroll E... | Enterpris... | 977.16 | 14,037.01 |
| Paycheck | 08/22/2019 | 5899 | Interf... | 6560 · Payroll E... | Enterpris... | 0.00 | 14,037.01 |
| Paycheck | 08/22/2019 | 5899 | Interf... | 6560 · Payroll E... | Enterpris... | 0.94 | 14,037.95 |
| Paycheck | 08/22/2019 | 5899 | Interf... | 6560 · Payroll E... | Enterpris... | 60.58 | 14,098.53 |
| Paycheck | 08/22/2019 | 5899 | Interf... | 6560 · Payroll E... | Enterpris... | 14.17 | 14,112.70 |
| Paycheck | 08/22/2019 | 5899 | Interf... | 6560 · Payroll E... | Enterpris... | 18.72 | 14,131.42 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 894.04 | 15,025.46 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 0.00 | 15,025.46 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 55.43 | 15,080.89 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 12.96 | 15,093.85 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 0.00 | 15,093.85 |
| Paycheck | 08/22/2019 | 5901 | Interf... | 6560 · Payroll E... | Enterpris... | 50.08 | 15,143.93 |
| Paycheck | 08/22/2019 | 5901 | Interf... | 6560 · Payroll E... | Enterpris... | 0.00 | 15,143.93 |
| Paycheck | 08/22/2019 | 5901 | Interf... | 6560 · Payroll E... | Enterpris... | 0.05 | 15,143.98 |
| Paycheck | 08/22/2019 | 5901 | Interf... | 6560 · Payroll E... | Enterpris... | 3.11 | 15,147.09 |
| Paycheck | 08/22/2019 | 5901 | Interf... | 6560 · Payroll E... | Enterpris... | 0.72 | 15,147.81 |
| Paycheck | 08/22/2019 | 5901 | Interf... | 6560 · Payroll E... | Enterpris... | 1.00 | 15,148.81 |
| Total Interfund Expenses/Sewer | | | | | | 15,146.81 | 15,148.81 |
| Interfund Expenses/Water | | | | | | | 2.00 |
| Bill | 07/31/2019 | July ... | Interf... | 5010 · Purchase... | Enterpris... | 892.02 | 894.02 |
| Bill | 07/31/2019 | July ... | Interf... | 5010 · Purchase... | Enterpris... | 12,009.62 | 12,903.64 |
| Bill | 07/31/2019 | July ... | Interf... | 5010 · Purchase... | Enterpris... | 1,065.96 | 13,969.60 |
| Bill | 07/31/2019 | July ... | Interf... | 5010 · Purchase... | Enterpris... | 717.34 | 14,686.94 |
| Bill | 07/31/2019 | July ... | Interf... | 5010 · Purchase... | Enterpris... | -296.98 | 14,389.96 |
| Bill | 07/31/2019 | 234-... | Interf... | 5310 · Telephon... | Enterpris... | 91.55 | 14,481.51 |
| Bill | 07/31/2019 | 992... | Interf... | 5320 · Electric (... | Enterpris... | 52.66 | 14,534.17 |
| Bill | 07/31/2019 | 009... | Interf... | 5320 · Electric (... | Enterpris... | 20.33 | 14,554.50 |
| Bill | 07/31/2019 | 799... | Interf... | 5320 · Electric (... | Enterpris... | 1,374.78 | 15,929.28 |
| Bill | 07/31/2019 | 124... | Interf... | 5121 · Engineeri... | Enterpris... | 2,896.25 | 18,825.53 |
| Bill | 07/31/2019 | 124... | Interf... | 5121 · Engineeri... | Enterpris... | 127.50 | 18,953.03 |
| Bill | 08/01/2019 | 101... | Interf... | 5390 · Office Ex... | Enterpris... | 33.34 | 18,986.37 |
| Bill | 08/08/2019 | 707-... | Interf... | 5310 · Telephon... | Enterpris... | 67.62 | 19,053.99 |
| General Jo... | 08/09/2019 | 424 | Interf... | 5600 · Returned... | Enterpris... | 10.00 | 19,063.99 |
| General Jo... | 08/09/2019 | 424 | Interf... | 1027 · Water As... | Enterpris... | -10.00 | 19,053.99 |

Fieldbrook Glendale Community Services District
Customer Balance Detail
As of August 27, 2019

| Type | Date | Num | Name | Account | Class | Amount | Balance |
|--------------------------------|------------|---------|-----------|----------------------|--------------|------------------|------------------|
| Bill | 08/12/2019 | Ran... | Interf... | 5610 · Uncollect... | Enterpris... | 108.19 | 19,162.18 |
| Bill | 08/16/2019 | 114-... | Interf... | 5390 · Office Ex... | Enterpris... | 31.64 | 19,193.82 |
| Bill | 08/16/2019 | Aug... | Interf... | 5070 · Directors'... | Enterpris... | 50.00 | 19,243.82 |
| Bill | 08/16/2019 | Aug... | Interf... | 5070 · Directors'... | Enterpris... | 50.00 | 19,293.82 |
| Bill | 08/16/2019 | Aug... | Interf... | 5070 · Directors'... | Enterpris... | 50.00 | 19,343.82 |
| Bill | 08/16/2019 | Aug... | Interf... | 5070 · Directors'... | Enterpris... | 50.00 | 19,393.82 |
| Bill | 08/16/2019 | Aug... | Interf... | 5070 · Directors'... | Enterpris... | 50.00 | 19,443.82 |
| Bill | 08/16/2019 | 234-... | Interf... | 5310 · Telephon... | Enterpris... | 91.55 | 19,535.37 |
| Check | 08/20/2019 | E-Pay | Interf... | 5390 · Office Ex... | Enterpris... | 2.00 | 19,537.37 |
| Bill | 08/22/2019 | 101... | Interf... | 5390 · Office Ex... | Enterpris... | 366.67 | 19,904.04 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 894.04 | 20,798.08 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 0.00 | 20,798.08 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 0.00 | 20,798.08 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 55.43 | 20,853.51 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 12.97 | 20,866.48 |
| Paycheck | 08/22/2019 | 5900 | Interf... | 6560 · Payroll E... | Enterpris... | 0.00 | 20,866.48 |
| Total Interfund Expenses/Water | | | | | | 20,864.48 | 20,866.48 |
| TOTAL | | | | | | 37,496.84 | 38,881.21 |

Fieldbrook Glendale Community Services District
Check Register for this Month
July 24 through August 27, 2019

| Type | Date | Num | Name | Amount |
|---|------------|-------|------------------------|-------------------|
| 1000 · Coast Central Credit Un. | | | | |
| 1012 · General Fund Checking (All Funds) | | | | |
| 1015 · Water Dept Checking (Water Dept Checking) | | | | |
| Bill Pmt -Check | 07/24/2019 | 5875 | Topstich | -272.49 |
| Liability Check | 08/05/2019 | E-pay | United States Tre... | -671.44 |
| Bill Pmt -Check | 08/09/2019 | 5876 | A-1 Radiator, Batt... | -1,105.88 |
| Bill Pmt -Check | 08/09/2019 | 5877 | American Messag... | -15.60 |
| Bill Pmt -Check | 08/09/2019 | 5878 | AT&T | -159.17 |
| Bill Pmt -Check | 08/09/2019 | 5879 | Fieldbrook Glenda... | -53.16 |
| Bill Pmt -Check | 08/09/2019 | 5880 | PG&E | -1,663.24 |
| Bill Pmt -Check | 08/09/2019 | 5881 | Renner Petroleum | -149.18 |
| Bill Pmt -Check | 08/09/2019 | 5882 | Streamline Digital ... | -100.00 |
| Bill Pmt -Check | 08/09/2019 | 5883 | Sudden Link | -138.20 |
| Check | 08/20/2019 | E-Pay | Intuit Quick Books | -6.00 |
| Paycheck | 08/22/2019 | 5899 | Grant Weaver | -892.64 |
| Paycheck | 08/22/2019 | 5900 | Richard A Hanger | -1,297.84 |
| Paycheck | 08/22/2019 | 5901 | Robert S Lackey | -45.75 |
| Bill Pmt -Check | 08/22/2019 | 5884 | AT&T | -849.22 |
| Bill Pmt -Check | 08/22/2019 | 5885 | City of Arcata | -11,273.29 |
| Bill Pmt -Check | 08/22/2019 | 5886 | Financial Credit N... | -108.19 |
| Bill Pmt -Check | 08/22/2019 | 5887 | GHD, Inc | -3,350.75 |
| Bill Pmt -Check | 08/22/2019 | 5888 | Gia Carrozzi | -125.00 |
| Bill Pmt -Check | 08/22/2019 | 5889 | Humboldt Bay Mu... | -14,387.96 |
| Bill Pmt -Check | 08/22/2019 | 5890 | Jack Sheppard | -50.00 |
| Bill Pmt -Check | 08/22/2019 | 5891 | Janet Miller | -50.00 |
| Bill Pmt -Check | 08/22/2019 | 5892 | Jason Garlick | -50.00 |
| Bill Pmt -Check | 08/22/2019 | 5893 | PG&E | -434.08 |
| Bill Pmt -Check | 08/22/2019 | 5894 | Rich Grissom | -50.00 |
| Bill Pmt -Check | 08/22/2019 | 5895 | Richard A. Hanger | -94.91 |
| Bill Pmt -Check | 08/22/2019 | 5896 | Roy Sheppard | -50.00 |
| Bill Pmt -Check | 08/22/2019 | 5897 | Starr Kilian | -50.00 |
| Bill Pmt -Check | 08/22/2019 | 5898 | Streamline Digital ... | -1,100.00 |
| Total 1015 · Water Dept Checking (Water Dept Checking) | | | | -38,593.99 |
| Total 1012 · General Fund Checking (All Funds) | | | | -38,593.99 |
| Total 1000 · Coast Central Credit Un. | | | | -38,593.99 |
| TOTAL | | | | -38,593.99 |

Fieldbrook Glendale Community Services District
Payroll Summary
 July 24 through August 27, 2019

| | Grant Weaver | | | Richard A Hanger | | | Robert S Lackey | | | TOTAL | | |
|---|--------------|-------|---------------------|------------------|-------|---------------------|-----------------|-------|---------------------|-------|------|---------------------|
| | Ho... | Rate | Jul 24 - Aug 27, 19 | Ho... | Rate | Jul 24 - Aug 27, 19 | Ho... | Rate | Jul 24 - Aug 27, 19 | Ho... | Rate | Jul 24 - Aug 27, 19 |
| Employee Wages, Taxes and Adjustments | | | | | | | | | | | | |
| Gross Pay | | | | | | | | | | | | |
| Hourly Rate | 34 | 28.74 | 977.16 | 60 | 31.93 | 1,915.80 | 2 | 25.04 | 50.08 | 96.00 | | 2,943.04 |
| Hourly Sick | | 28.74 | 0.00 | | 31.93 | 0.00 | | 25.04 | 0.00 | | | 0.00 |
| Total Gross Pay | 34 | | 977.16 | 60 | | 1,915.80 | 2 | | 50.08 | 96.00 | | 2,943.04 |
| Adjusted Gross Pay | 34 | | 977.16 | 60 | | 1,915.80 | 2 | | 50.08 | 96.00 | | 2,943.04 |
| Taxes Withheld | | | | | | | | | | | | |
| Federal Withholding | | | 0.00 | | | -301.00 | | | 0.00 | | | -301.00 |
| Medicare Employee | | | -14.17 | | | -27.78 | | | -0.72 | | | -42.67 |
| Social Security Employee | | | -60.58 | | | -118.78 | | | -3.11 | | | -182.47 |
| CA - Withholding | | | 0.00 | | | -151.25 | | | 0.00 | | | -151.25 |
| CA - Disability Employee | | | -9.77 | | | -19.15 | | | -0.50 | | | -29.42 |
| Medicare Employee Addl Tax | | | 0.00 | | | 0.00 | | | 0.00 | | | 0.00 |
| Total Taxes Withheld | | | -84.52 | | | -617.96 | | | -4.33 | | | -706.81 |
| Net Pay | 34 | | 892.64 | 60 | | 1,297.84 | 2 | | 45.75 | 96.00 | | 2,236.23 |
| Employer Taxes and Contributions | | | | | | | | | | | | |
| Medicare Company | | | 14.17 | | | 27.78 | | | 0.72 | | | 42.67 |
| Social Security Company | | | 60.58 | | | 118.78 | | | 3.11 | | | 182.47 |
| CA - Unemployment Company | | | 18.72 | | | 0.00 | | | 1.00 | | | 19.72 |
| CA - Employment Training Tax | | | 0.94 | | | 0.00 | | | 0.05 | | | 0.99 |
| Total Employer Taxes and Contributions | | | 94.41 | | | 146.56 | | | 4.88 | | | 245.85 |

11:34 AM
08/21/19
Accrual Basis

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

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|------|-------------------|------------------------|--------------|---------------|---------------|
| 421 | | July Deferred ... | 2315 · Deferred Rev... | Enterpris... | | 170.27 |
| | | July Deferred ... | 1027 · Water Assets... | Enterpris... | 170.27 | |
| | | | | | 170.27 | 170.27 |
| TOTAL | | | | | 170.27 | 170.27 |

11:35 AM
08/21/19
Accrual Basis

**Fieldbrook Glendale Community Services District
General Journal Transaction
June 30, 2019**

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|------------------------|------------------|------------------------|--------------|---------------|---------------|
| 422 | A/R Fieldbrook Pre-... | Revise Y/E pr... | 2315 · Deferred Rev... | Enterpris... | | 702.29 |
| | A/R Fieldbrook Pre-... | Revise Y/E pr... | 1211 · Water A/R Pr... | Enterpris... | 702.29 | |
| | | | | | 702.29 | 702.29 |
| TOTAL | | | | | 702.29 | 702.29 |

11:35 AM
08/21/19
Accrual Basis

**Fieldbrook Glendale Community Services District
General Journal Transaction
June 30, 2019**

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|------------------------|-----------------|------------------------|--------------|---------------|---------------|
| 423 | A/R Fieldbrook Pre-... | Revise Y/E D... | 2325 · Deferred Rev... | Enterpris... | | 388.73 |
| | A/R Fieldbrook Pre-... | Revise Y/E D... | 1221 · Sewer A/R Pr... | Enterpris... | 388.73 | |
| | | | | | 388.73 | 388.73 |
| TOTAL | | | | | 388.73 | 388.73 |

11:34 AM

Fieldbrook Glendale Community Services District

08/21/19

General Journal Transaction

Accrual Basis

June 30, 2019

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|------|-------------------|-------------------------|--------------|-------------------|-------------------|
| 418 | | Y/E Adjusting ... | 3900 · Retained Ear... | Enterpris... | 5,267.18 | |
| | | Y/E Adjusting ... | 3010 · Net Assets - ... | Enterpris... | | 5,267.18 |
| | | Y/E Adjusting ... | 3027 · Related Debt... | Enterpris... | 768.20 | |
| | | Y/E Adjusting ... | 3010 · Net Assets - ... | Enterpris... | | 768.20 |
| | | Y/E Adjusting ... | 3050 · Investment Fi... | Enterpris... | | 10,496.89 |
| | | Y/E Adjusting ... | 3010 · Net Assets - ... | Enterpris... | 10,496.89 | |
| | | Y/E Adjusting ... | 3900 · Retained Ear... | Enterpris... | | 40,474.88 |
| | | Y/E Adjusting ... | 3019 · Net Assets - ... | Enterpris... | 40,474.88 | |
| | | Y/E Adjusting ... | 3020 · Investment Fi... | Enterpris... | 76,113.72 | |
| | | Y/E Adjusting ... | 3019 · Net Assets - ... | Enterpris... | | 76,113.72 |
| | | Y/E Adjusting ... | 3031 · Related Debt... | Fire Depa... | 721.94 | |
| | | Y/E Adjusting ... | 3030 · Fund Balanc... | Fire Depa... | | 721.94 |
| | | Y/E Adjusting ... | 3060 · Investment Fi... | Fire Depa... | 20,119.50 | |
| | | Y/E Adjusting ... | 3030 · Fund Balanc... | Fire Depa... | | 20,119.50 |
| | | Y/E Adjusting ... | 3900 · Retained Ear... | Fire Depa... | 12,388.82 | |
| | | Y/E Adjusting ... | 3030 · Fund Balanc... | Fire Depa... | | 12,388.82 |
| | | | | | 166,351.13 | 166,351.13 |
| TOTAL | | | | | 166,351.13 | 166,351.13 |

11:34 AM

Fieldbrook Glendale Community Services District

08/21/19

General Journal Transaction

Accrual Basis

June 30, 2018

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|-----------------|------------------|-------------------------|--------------|------------------|------------------|
| 419 | Royal Gold, LLC | Restate for R... | 4260 · Sewer Other ... | Enterpris... | | 48,930.77 |
| | Royal Gold, LLC | Restate for R... | 1200 · Accounts Re... | Enterpris... | 48,930.77 | |
| | Royal Gold, LLC | Restate for R... | 3019 · Net Assets - ... | Enterpris... | | 48,930.77 |
| | Royal Gold, LLC | Restate for R... | 3900 · Retained Ear... | Enterpris... | 48,930.77 | |
| | | | | | 97,861.54 | 97,861.54 |
| TOTAL | | | | | 97,861.54 | 97,861.54 |

11:34 AM

Fieldbrook Glendale Community Services District

08/21/19

General Journal Transaction

Accrual Basis

June 30, 2019

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|-----------------|------------------|-------------------------|--------------|------------------|------------------|
| 420 | Royal Gold, LLC | Restate for R... | 4260 · Sewer Other ... | Enterpris... | 48,930.77 | |
| | Royal Gold, LLC | Restate for R... | 1200 · Accounts Re... | Enterpris... | | 48,930.77 |
| | Royal Gold, LLC | Restate for R... | 3019 · Net Assets - ... | Enterpris... | 48,930.77 | |
| | Royal Gold, LLC | Restate for R... | 3900 · Retained Ear... | Enterpris... | | 48,930.77 |
| | | | | | 97,861.54 | 97,861.54 |
| TOTAL | | | | | 97,861.54 | 97,861.54 |

11:33 AM

Fieldbrook Glendale Community Services District

08/21/19

General Journal Transaction

Accrual Basis

April 30, 2019

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|------|------------------|--------------------------|--------------|-------------|-------------|
| 414 | | Correct Misc ... | 5611 · Misc. Credits ... | Enterpris... | | 3.00 |
| | | Correct Misc ... | 1041 · LAIF Water S... | Enterpris... | 3.00 | |
| | | | | | 3.00 | 3.00 |
| TOTAL | | | | | 3.00 | 3.00 |

11:33 AM

Fieldbrook Glendale Community Services District

08/21/19

General Journal Transaction

Accrual Basis

April 30, 2019

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|------|-------------------|---------------------------|--------------|---------------|---------------|
| 415 | | LAIF Interest ... | 4155 · Water Interes... | Enterpris... | | 300.00 |
| | | LAIF Interest ... | 1255 · A/R Interest -... | Enterpris... | 300.00 | |
| | | County of Hu... | 4390 · Interest - Fire... | Fire Depa... | | 565.00 |
| | | County of Hu... | 1265 · A/R Interest -... | Fire Depa... | 565.00 | |
| | | | | | 865.00 | 865.00 |
| TOTAL | | | | | 865.00 | 865.00 |

11:33 AM

Fieldbrook Glendale Community Services District

08/21/19

General Journal Transaction

Accrual Basis

June 30, 2019

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|------|------------------|-------------------------|--------------|-----------------|-----------------|
| 416 | | YE Reconcilia... | 1027 · Water Assets... | Enterpris... | | 1,777.21 |
| | | YE Reconcilia... | 1028 · Sewer Asset ... | Enterpris... | | 1,081.54 |
| | | YE Reconcilia... | 1029 · Fire Asset Ac... | Fire Depa... | 2,858.75 | |
| | | | | | 2,858.75 | 2,858.75 |
| TOTAL | | | | | 2,858.75 | 2,858.75 |

11:34 AM

Fieldbrook Glendale Community Services District

08/21/19

General Journal Transaction

Accrual Basis

June 30, 2019

| Num | Name | Memo | Account | Class | Debit | Credit |
|--------------|------|------------------|-------------------------|--------------|-------------------|-------------------|
| 417 | | Depreciation ... | 5350 · Depreciation ... | Fire Depa... | 47,750.00 | |
| | | Depreciation ... | 1730 · Fire Accumul... | Fire Depa... | | 47,750.00 |
| | | Depreciation ... | 5350 · Depreciation ... | Enterpris... | 94,362.00 | |
| | | Depreciation ... | 1720 · Sewer Accu... | Enterpris... | | 94,362.00 |
| | | Depreciation ... | 5350 · Depreciation ... | Enterpris... | 26,639.00 | |
| | | Depreciation ... | 1710 · Water Accum... | Enterpris... | | 26,639.00 |
| | | | | | 168,751.00 | 168,751.00 |
| TOTAL | | | | | 168,751.00 | 168,751.00 |



Final Details for Order #114-0806199-9625061

Print this page for your records.

Order Placed: July 22, 2019

Amazon.com order number: 114-0806199-9625061

Order Total: \$94.91

Shipped on July 23, 2019

Items Ordered

1 of: *Business Source 2 Pack, Office Binder 5-Inch Slant D-Ring View Binder - Black (BSN28451)* \$30.12

Sold by: BestSource OfficeSupplies ([seller profile](#))

Condition: New

Shipping Address:

Jannett Hanger
5021 MITCHELL RD
EUREKA, CA 95503-9781
United States

Item(s) Subtotal: \$30.12
Shipping & Handling: \$0.00

Total before tax: \$30.12
Sales Tax: \$0.00

Shipping Speed:

One-Day Shipping

Total for This Shipment: \$30.12

Shipped on July 22, 2019

Items Ordered

1 of: *Avery File Folder Labels in Assorted Colors for Laser and Inkjet Printers with TrueBlock Technology, 0.67 x 3.43 Inches, Pack of 750 (5266)* \$13.85
(Packaging May Vary)

Sold by: Hard to Find 4 Less ([seller profile](#))

Condition: New

1 of: *Cardinal OneStep Index System, 12-Tab, Monthly, Multi-Color, 1 Set (60318CB)* \$2.46

Sold by: Amazon.com Services, Inc

Condition: New

1 of: *AmazonBasics Pressboard Classification File Folder with Fasteners, 2 Dividers, 2 Inch Expansion, Letter Size, Gray/Green, 10-Pack* \$18.96

Sold by: Amazon.com Services, Inc

Condition: New

Shipping Address:

Jannett Hanger
5021 MITCHELL RD
EUREKA, CA 95503-9781
United States

Item(s) Subtotal: \$35.27
Shipping & Handling: \$0.00

Total before tax: \$35.27
Sales Tax: \$1.66

Shipping Speed:
One-Day Shipping

Total for This Shipment: \$36.93

Shipped on July 23, 2019

Items Ordered

1 of: *Akro-Mils 66486 FILEB 12-Gallon Plastic Storage Hanging File Box with Attached Lid, 21-1/2-Inch by 15-Inch by 12-1/2-Inch, Semi-Clear, Pack of 1* **Price** \$25.86
Sold by: Amazon.com Services, Inc

Condition: New

Shipping Address:
Jannett Hanger
5021 MITCHELL RD
EUREKA, CA 95503-9781
United States

Item(s) Subtotal: \$25.86
Shipping & Handling: \$0.00

Total before tax: \$25.86
Sales Tax: \$2.00

Shipping Speed:
One-Day Shipping

Total for This Shipment: \$27.86

Payment information

Payment Method:
Visa | Last digits: 0401

Item(s) Subtotal: \$91.25
Shipping & Handling: \$0.00

Billing address
Jannett Hanger
5021 MITCHELL RD
EUREKA, CA 95503-9781
United States

Total before tax: \$91.25
Estimated tax to be collected: \$3.66

Grand Total: \$94.91 ✓

Credit Card transactions

Visa ending in 0401: July 22, 2019: \$23.08 ✓
Visa ending in 0401: July 23, 2019: \$71.83 ✓

To view the status of your order, return to [Order Summary](#).

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 6.1

Agenda Title: Royal Gold, LLC. Industrial Discharge Permit

Meeting Date: 08/27/2019

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

06/28/2016 – discussion of a 4” water meter
09/27/2016 – Hydrology study initiated for 4” water meter
01/24/2017 – Request for industrial discharge permit
02/28/2017 – Board approval of industrial discharge permit pending final best management practices revisions, updated discharge requirements, monitoring, and wastewater meter placement.
3/11/2019 – Sewer Technician routine inspection found metered industrial discharge
04/17/2019 – General Manager and District Engineer tour/inspect operations and discuss next steps necessary to complete industrial discharge
05/15/2019 – Billing prepared and emailed to Royal Gold for past discharge - \$90,350
05/16/2019 – Royal Gold paid invoice in full
05/28/2019 – Item tabled at request of applicant
06/25/2019 – Item tabled at request of General Manager – pending additional review by the City of Arcata.
07/23/2019 - Item tabled at request of General Manager – pending additional review by the City of Arcata.

The industrial permit has been updated to reflect acceptable “best management practices”, compliance reports have been submitted, updated facility management plans, updated site maps, updated operation plan, copy of accidental discharge plan. The City of Arcata has reviewed and found the permit to be compliant.

Permit sets rates at one and a half times the current rate structure pending capacity fee agreement.

Recommendation:

Approval.

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 6.2

Agenda Title: Sewer Service Agreement with City of Arcata

Meeting Date: 08/27/2019

Presented by: Rebecca Crow

Type of Item: Action Discussion Information

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

Background:

Original Agreement 1988
Revised Agreement citing the City's Wastewater Pretreatment Ordinance 1992
Board review and discussion 01/22/2019
Tabled to 02/26/2019
Tabled to 03/26/2019
Tabled to 04/23/2019
Tabled – date to be determined 04/23/2019

Recommendation:

Discussion/approval of 2019 draft agreement.

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 6.3

Agenda Title: Public Hearing Final Budget Adoption

Meeting Date: 08/27/2019

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

May 2019 – Preliminary budget presentation.

June 2019 – Preliminary budget adoption.

The budgeted balance sheet for fiscal year 2018-19 reflects an unaudited beginning cash balance of \$526,292. The budget projects net of operations for water \$19,266, wastewater \$63,564, fire \$42,383.

Water

Rate revenues have been budgeted based on the final adjusted budget from the prior year less one-time adjustments. Revenues are projected to be \$2,603 less than 2019 actuals and expenses \$5,492 less than 2019 actuals. Capital improvement projects include meter replacements and radio reading equipment \$24,250.

Wastewater

Rate revenues have been budgeted to reflect the new rate structure which became effective in December of 2018. Revenues are projected to be \$65,967 higher than 2019 actuals and expenses \$19,676 higher than 2019 actuals. Primary changes are domestic and commercial revenues (one full year of rate structure) and lower engineering expenses and higher line repairs (deferred maintenance).

Fire

The fire budget reflects an operational surplus of \$42,383. The surplus will fund the loan payments to water for the firehouse expansion, the fire truck, and the reserve for future debt service. The fire department budget will also fund the remainder of a communication upgrade began in 2019.

Recommendation:

- Open the public hearing and receive the staff report
- Receive public comment
- Close the public hearing
- Return to the board for consideration
- Approve the 2019-2020 budget

2019-20 Budget Development - Water

| | 8/28/2018 | 6/30/2019 | 8/27/2019 | \$\$ | % |
|----------------------|------------------------|------------------------|--------------------|-----------------|---------------|
| Revenue | Original Budget | Adjusted Budget | 2020 Budget | Change | Change |
| Domestic | \$370,955 | \$387,915 | \$391,270 | \$3,355 | 0.86% |
| Late Fees | \$5,400 | \$6,885 | \$5,892 | -\$993 | -16.85% |
| Commercial | \$46,026 | \$49,709 | \$47,316 | -\$2,393 | -5.06% |
| Fire Suppression | \$1,932 | \$6,111 | \$2,088 | -\$4,023 | -192.67% |
| Special Benefit Zone | \$12,600 | \$16,944 | \$21,750 | \$4,806 | 22.10% |
| Processing Fees | \$1,050 | \$1,435 | \$1,015 | -\$420 | -41.38% |
| Meter Install | \$0 | \$1,096 | \$0 | -\$1,096 | -100.00% |
| Other Revenue | \$0 | \$1,839 | \$0 | -\$1,839 | -100.00% |
| | | | | | |
| Total | \$437,963 | \$471,934 | \$469,331 | -\$2,603 | -0.55% |

| Expenses | | | | | |
|----------------------|------------------|------------------|------------------|-----------------|---------------|
| Purchased Water | \$174,066 | \$172,055 | \$172,519 | \$464 | 0.27% |
| Directors Fees | \$2,995 | \$2,995 | \$2,995 | \$0 | 0.00% |
| HBMWD Operations | \$192,231 | \$191,732 | \$193,000 | \$1,268 | 0.66% |
| Engineering Services | \$17,350 | \$32,664 | \$18,524 | -\$14,140 | -76.33% |
| Workers Comp Ins | \$183 | \$163 | \$195 | \$32 | 16.41% |
| Liability Ins | \$2,690 | \$2,690 | \$3,050 | \$360 | 11.80% |
| Legal Services | \$45 | \$50 | \$50 | \$0 | 0.00% |
| Audit Services | \$4,500 | \$4,508 | \$4,520 | \$12 | 0.27% |
| Dues/Memberships | \$545 | \$605 | \$650 | \$45 | 6.92% |
| Telephone | \$3,360 | \$1,755 | \$1,800 | \$45 | 2.50% |
| Electric | \$9,695 | \$9,968 | \$10,108 | \$140 | 1.39% |
| Property Taxes | \$225 | \$225 | \$225 | \$0 | 0.00% |
| Office Expenses | \$900 | \$741 | \$755 | \$14 | 1.85% |
| Line Repairs* | \$6,880 | \$2,000 | \$10,000 | \$8,000 | 80.00% |
| Small Equipment | \$0 | \$0 | \$0 | \$0 | |
| Returned Checks | \$600 | \$0 | \$200 | \$200 | 100.00% |
| Returned Item Fees | \$56 | \$8 | \$16 | \$8 | 50.00% |
| Bad Debt | \$1,150 | \$3,352 | \$1,800 | -\$1,552 | -86.22% |
| Bank Fees | \$0 | \$25 | \$213 | \$188 | |
| Loan Fee | \$585 | \$585 | \$558 | -\$27 | -4.84% |
| Licenses & Fees | \$3,186 | \$3,360 | \$3,360 | \$0 | 0.00% |
| Interest Expense | \$14,595 | \$14,458 | \$13,723 | -\$735 | -5.36% |
| Payroll Penalties | \$0 | \$0 | \$0 | \$0 | |
| Payroll | \$11,370 | \$11,618 | \$11,804 | \$186 | 1.58% |
| Total | \$447,207 | \$455,557 | \$450,065 | -\$5,492 | -1.22% |

| | | | | | |
|------------------------------|-----------------|-----------------|-----------------|----------------|---------------|
| Results of Operations | -\$9,244 | \$16,377 | \$19,266 | \$2,889 | 15.00% |
|------------------------------|-----------------|-----------------|-----------------|----------------|---------------|

| | | | | | |
|--------------------------|-----------|-----------|-----------|----------|--------|
| Other Income/Expense | | | | | |
| Interest Earnings | \$10,971 | \$13,428 | \$15,454 | \$2,026 | 13.11% |
| Connection Fees | \$0 | \$2,100 | \$0 | -\$2,100 | 0.00% |
| Less Depreciation | \$23,085 | \$26,639 | \$26,639 | \$0 | 0.00% |
| Net Other Income/Expense | -\$12,114 | -\$11,111 | -\$11,185 | \$22,296 | -0.01% |

| | | | | | |
|-------------------|------------------|----------------|----------------|----------------|----------------|
| Net Income | -\$21,358 | \$5,266 | \$8,081 | \$2,815 | 100.00% |
|-------------------|------------------|----------------|----------------|----------------|----------------|

2019-20 Budget Development - Sewer

| | 8/28/2018 | 6/30/2019 | 8/27/2019 | \$\$ | % |
|-----------------|-----------------------|------------------------|--------------------|-----------------|---------------|
| Revenue | Adopted Budget | Adjusted Budget | 2019 Budget | Change | Change |
| Domestic | \$179,328 | \$226,959 | \$287,121 | \$60,162 | 20.95% |
| Late Fees | \$2,170 | \$3,732 | \$4,200 | \$468 | 11.14% |
| Commercial | \$10,480 | \$30,429 | \$77,122 | \$46,693 | 60.54% |
| Processing Fees | \$420 | \$735 | \$770 | \$35 | 4.55% |
| Permit Fees | \$250 | \$400 | \$500 | \$100 | 20.00% |
| Other Revenue | \$0 | \$41,491 | \$0 | -\$41,491 | |
| | | | | | |
| Total | \$192,648 | \$303,746 | \$369,713 | \$65,967 | 17.84% |

| Expenses | | | | | |
|----------------------|------------------|------------------|------------------|-----------------|--------------|
| Purchased Sewer | \$206,521 | \$205,717 | \$209,750 | \$4,033 | 1.92% |
| HBMWD Operations | \$22,300 | \$28,789 | \$29,300 | \$511 | 1.74% |
| Engineering Services | \$14,461 | \$16,923 | \$6,000 | -\$10,923 | -182.05% |
| Workers Comp Ins | \$686 | \$641 | \$702 | \$61 | 8.69% |
| Liability Ins | \$1,736 | \$1,736 | \$1,939 | \$203 | 11.69% |
| Legal Services | \$45 | \$50 | \$50 | \$0 | 0.00% |
| Audit Services | \$4,500 | \$4,508 | \$4,525 | \$17 | 0.38% |
| Dues/Memberships | \$545 | \$605 | \$605 | \$0 | 0.00% |
| Telephone | \$3,120 | \$4,925 | \$5,220 | \$295 | 5.65% |
| Electric | \$8,375 | \$7,216 | \$7,504 | \$288 | 3.84% |
| Fuel | \$350 | \$0 | \$0 | \$0 | -100.00% |
| Property Taxes | \$324 | \$324 | \$324 | \$0 | 0.00% |
| Office Supplies | \$920 | \$1,014 | \$650 | -\$364 | -56.00% |
| Line Repairs | \$3,500 | \$8,247 | \$33,000 | \$24,753 | 75.01% |
| Bad Debt | \$800 | \$5,282 | \$2,000 | -\$3,282 | -164.10% |
| Building Maintenance | \$0 | \$441 | \$200 | -\$241 | -120.50% |
| Bank Charges | \$0 | \$0 | \$84 | \$84 | 100.00% |
| Interest Expense | \$0 | \$0 | \$3,925 | \$3,925 | 100.00% |
| Licenses | \$2,337 | \$3,163 | \$3,171 | \$8 | 0.25% |
| Payroll | \$22,300 | \$24,892 | \$25,200 | \$308 | 1.22% |
| Total | \$292,820 | \$314,473 | \$334,149 | \$19,676 | 5.89% |

| | | | | | |
|------------------------------|-------------------|------------------|-----------------|-----------------|----------------|
| Results of Operations | -\$100,172 | -\$10,727 | \$35,564 | \$46,291 | 130.16% |
|------------------------------|-------------------|------------------|-----------------|-----------------|----------------|

| | | | | | |
|--------------------------|-----------|-----------|-----------|-----------|----------|
| Other Income/Expense | | | | | |
| Interest Earnings | \$43 | \$38 | \$36 | -\$2 | -5.56% |
| Connection Fees | \$0 | \$15,646 | \$0 | -\$15,646 | -100.00% |
| Less Depreciation | \$93,819 | \$94,362 | \$94,362 | \$0 | 0.00% |
| Net Other Income/Expense | -\$93,776 | -\$78,678 | -\$94,326 | \$15,648 | 16.59% |

| | | | | | |
|-------------------|-------------------|------------------|------------------|-----------------|---------------|
| Net Income | -\$193,948 | -\$89,405 | -\$58,762 | \$30,643 | 34.27% |
|-------------------|-------------------|------------------|------------------|-----------------|---------------|

2019-20 Budget Development - Fire

| | 8/28/2018 | 6/30/2019 | 8/27/2019 | \$\$ | % |
|------------------------------|-----------------------|------------------------|--------------------|------------------|----------------|
| Revenue | Adopted Budget | Adjusted Budget | 2019 Budget | Change | Change |
| Current Secured | \$54,091 | \$56,789 | \$56,789 | \$0 | 0.00% |
| Current Unsecured | \$2,031 | \$2,415 | \$2,415 | \$0 | 0.00% |
| Prior Yr Secured | \$1,348 | \$812 | \$811 | -\$1 | -0.12% |
| Prior Yr Unsecured | \$0 | \$0 | \$0 | \$0 | |
| Prop 172 Transfer | \$1,090 | \$915 | \$915 | \$0 | 0.00% |
| Assesment | \$41,812 | \$40,575 | \$40,575 | \$0 | 0.00% |
| Timber Yield | \$217 | \$224 | \$225 | \$1 | 0.44% |
| Homeowner Exemption | \$722 | \$711 | \$711 | \$0 | 0.00% |
| Supplemental Current | \$830 | \$767 | \$767 | \$0 | 0.00% |
| Supplemental Prior | \$114 | \$133 | \$133 | \$0 | 0.00% |
| Prop. Tax Exchange | \$0 | \$136 | \$136 | \$0 | 0.00% |
| Other Income | \$0 | \$7,794 | \$100 | -\$7,694 | 0.00% |
| Total | \$102,255 | \$111,271 | \$103,577 | -\$7,694 | -7.43% |
| Expenses | | | | | |
| Director/Chief | \$599 | \$599 | \$599 | \$0 | 0.00% |
| Engineering Services | \$0 | \$0 | \$0 | \$0 | |
| Benefit Assessment Fee | \$113 | \$110 | \$113 | \$3 | 2.65% |
| Workers Comp | \$5,426 | \$5,075 | \$5,504 | \$429 | 7.79% |
| Liability | \$2,502 | \$2,549 | \$2,830 | \$281 | 9.93% |
| Vehicle Ins | \$3,225 | \$3,225 | \$4,296 | \$1,071 | 24.93% |
| Disability Ins | \$5,254 | \$5,257 | \$5,254 | -\$3 | -0.06% |
| Air Med Care | \$978 | \$978 | \$978 | \$0 | 0.00% |
| Legal | \$45 | \$50 | \$50 | \$0 | 0.00% |
| Audit | \$4,500 | \$4,508 | \$4,508 | \$0 | 0.00% |
| Dues/Memberships | \$2,455 | \$2,673 | \$2,673 | \$0 | 0.00% |
| Telephone | \$2,820 | \$3,139 | \$3,324 | \$185 | 5.57% |
| Electric | \$1,600 | \$1,452 | \$1,433 | -\$19 | -1.33% |
| Propane | \$650 | \$685 | \$695 | \$10 | 1.44% |
| Water | \$540 | \$579 | \$580 | \$1 | 0.17% |
| Dispatch Co-Op Fees | \$0 | \$0 | \$0 | \$0 | |
| Internet Service | \$1,536 | \$1,570 | \$1,560 | -\$10 | -0.64% |
| Security-Firehouse | \$300 | \$306 | \$308 | \$2 | 0.65% |
| Fuel Expenses | \$1,200 | \$1,344 | \$1,360 | \$16 | 1.18% |
| Office Supplies | \$1,280 | \$1,093 | \$1,285 | \$192 | 14.94% |
| Medical Supplies | \$500 | \$169 | \$200 | \$31 | 15.50% |
| Education Expense | \$750 | \$2,018 | \$1,500 | -\$518 | -34.53% |
| Building Maintenance | \$250 | \$157 | \$200 | \$43 | 21.50% |
| Turnout Maintenance | \$400 | \$0 | \$200 | \$200 | 100.00% |
| Small Tools | \$600 | \$0 | \$500 | \$500 | 100.00% |
| Extinguishers | \$400 | \$206 | \$200 | -\$6 | -3.00% |
| Radio | \$500 | \$161 | \$200 | \$39 | 19.50% |
| SCBA | \$700 | \$81 | \$1,500 | \$1,419 | 94.60% |
| Grounds | \$50 | \$0 | \$100 | \$100 | 100.00% |
| Trucks | \$5,000 | \$2,343 | \$4,000 | \$1,657 | 41.43% |
| Small Equipment | \$2,000 | \$2,587 | \$2,000 | -\$587 | -29.35% |
| Protective Gear | \$750 | \$152 | \$50 | -\$102 | -204.00% |
| Chiefs Incentive | \$2,000 | \$2,000 | \$2,000 | \$0 | 0.00% |
| Interest Expense | \$10,231 | \$10,230 | \$9,508 | -\$722 | -7.59% |
| Payroll | \$1,620 | \$2,448 | \$1,686 | -\$762 | -45.20% |
| Fire Grant Expenses | \$0 | \$0 | \$0 | \$0 | 0.00% |
| Licenses | \$0 | \$1,000 | \$0 | -\$1,000 | -100.00% |
| Total | \$60,774 | \$58,744 | \$61,194 | \$2,450 | 4.00% |
| Results of Operations | \$41,481 | \$52,527 | \$42,383 | -\$10,144 | -23.93% |
| Other Income/Expense | | | | | |
| In Kind/Grant Revenue | \$0 | \$2,338 | \$0 | -\$2,338 | -100.00% |
| Interest Earnings | \$1,791 | \$2,947 | \$2,900 | -\$47 | -1.62% |
| Donations | \$ - | \$ 7,000 | | -\$7,000 | \$0 |
| Less Depreciation | \$45,594 | \$47,750 | \$47,750 | \$0 | 0.00% |
| Less Fire Grant Expense | \$0 | \$4,676 | \$0 | -\$4,676 | 0.00% |
| Net Other Income/Expense | -\$43,803 | -\$40,141 | -\$44,850 | -\$47 | 10.50% |
| Net Income | -\$2,322 | \$12,386 | -\$2,467 | -\$10,191 | -82.28% |

Balance Sheet 2019-2020

| ASSETS | Water | Sewer | Fire | Total |
|---|---------------------|---------------------|-------------------|---------------------|
| Beginning Cash | \$ 286,401 | \$ 24,616 | \$ 215,245 | \$ 526,262 |
| Account Receivable | \$ 54,051 | \$ 29,640 | \$ 5,338 | \$ 89,029 |
| Other Assets/Investments | \$ 276,476 | \$ (2,103) | \$ 1,885 | \$ 276,258 |
| Fixed Assets (Less accumulated depreciation) | \$ 551,509 | \$ 1,789,851 | \$ 466,076 | \$ 2,807,436 |
| Budgeted net of operations/investments - 2020 | \$ 34,720 | \$ 35,600 | \$ 45,283 | \$ 115,603 |
| Budgeted Asset Investments - 2020 | \$ 24,250 | \$ - | \$ 2,000 | \$ 26,250 |
| Budgeted Depreciation - 2020 | \$ (26,639) | \$ (94,362) | \$ (47,750) | \$ (168,751) |
| Total Assets | \$ 1,200,768 | \$ 1,783,242 | \$ 688,077 | \$ 3,672,087 |
| LIABILITIES & EQUITY | | | | |
| Accounts Payable | \$ 80,816 | \$ 20,995 | \$ 25,785 | \$ 127,596 |
| Other Current Liabilities | \$ 34,326 | \$ 9,462 | \$ 16,588 | \$ 60,376 |
| Long Term Notes Payable | \$ 489,851 | \$ 56,907 | \$ 198,801 | \$ 745,559 |
| Net Assets | \$ 563,444 | \$ 1,754,640 | \$ 447,370 | \$ 2,765,454 |
| Budgeted net of operations/investments - 2020 | \$ 34,720 | \$ 35,600 | \$ 45,283 | \$ 115,603 |
| Budgeted Asset Investments - 2020 | \$ 24,250 | \$ - | \$ 2,000 | \$ 26,250 |
| Budgeted Depreciation - 2020 | \$ (26,639) | \$ (94,362) | \$ (47,750) | \$ (168,751) |
| Liabilities & Equity | \$ 1,200,768 | \$ 1,783,242 | \$ 688,077 | \$ 3,672,087 |

I, hereby certify that this is a true and correct copy of the Fieldbrook Glendale Community Services budget for fiscal year 2019-2020. Public Hearing Date August 27, 2019.

Ayes ___ Noes ___ Abstain ___ Absent ___

Richard Hanger, General Manager

Roy Sheppard, Chairman