

**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

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, 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

5.3.3 Payroll \$2,892.96

5.3.4 General Journal Entries 433-439

5.3.5 General Manager reimbursement \$40.85, postage

6. Action/Discussion Items

6.1 – Wastewater rates, Discussion.

6.2 – Quarterly financial reports, budget adjustments. Action.

6.3 – Annual wastewater dry weather flow report. Action.

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.

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

September 24, 2019
Fieldbrook Fire Hall, 7:30 PM
MINUTES

1. Roll Call

Vice-President Starr Kilian called the meeting to order at 7:36 PM. Board members present were Director Jason Garlick and Director Janet Miller. President Roy Sheppard and Director Richard Grissom were absent. Fire Chief Jack Sheppard, Sewer Technician Grant Weaver and General Manager Richard Hanger were present. District Engineer Rebecca Crow was absent. Community members Ben & Barbara Bray, Kelle Tomlinson, Karen & Ben Pelzel and Judy Hodgson were also present.

2. Agenda Modifications By order of the chair Item 4.1 was heard prior to public comments.

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.

Community members Ben & Barbara Bray, Kelle Tomlinson, Karen & Ben Pelzel expressed concerns with wastewater rates and the effect of basing the rates on water consumption. Copies of the September rate study were provided to the community members and staff discussed the potential of bringing the item back to the board in January for a follow up audit of the rate implementation. Subsequent summer rate adjustments could be implemented after following the requirements of Proposition 218.

4. Reports

4.1 Wastewater Report

4.1.1 – Monthly report

Sewer Technician Grant Weaver provided a written summary of the past month (attached as supplemental). His summary included a report from the City of Arcata regarding a high concentration of H₂S Hydrogen Sulfide, at the ##20 manhole on west End Rd., Vactored station 1 & 2, a small Sanitary Sewer Overflow from a malfunctioning float and removal of rags from station 2. Future work to include caulking pipe seams in several manholes and an air-relief valve replacement off hi-way 299.

4.2 Safety Report -received and filed.

4.3 Fire Chief Report

4.3.1 – Call/incident report.

Fire Chief Jack Sheppard reported 7 calls in the prior month, 3 volunteers have completed a driver operator class, a strategic plan has been developed by the Fire Chiefs Organization, Esther Kilian attended a workshop concerning emergency procedures relative to a breach at Mathews Dam and Jack announced the Volunteers will be participating in the Fieldbrook Educational Foundation's annual Art & Wine Festival.

4.4 District Engineer Report – no reports.

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 – Status report for agreement for wastewater treatment – City of Arcata.

4.5.2 – Status report for Industrial Discharge Permit – Royal Gold.

General Manager Richard Hanger reported that both items have made some progress and anticipates they may be ready for board action in October.

4.6 Reports by members of the Board.

4.6.1 – no reports.

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, August 27, 2019

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

- 5.2 Correspondence/Information Items
 - 5.2.1 – HBMWD, re: Ordinance 16, wholesale rate adjustment.
 - 5.2.2 – HC Grand Jury, re: survey of HC water districts.
 - 5.2.3 – HC Planning, re: HC Housing Element Availability and Prioritization

- 5.3 Approval to pay bills, issue payroll, county warrants, and bank transfers.
 - 5.3.1 Interfund Transfers \$35,949.08
 - 5.3.2 Checks (#5902-5926) \$34,954.85
 - 5.3.3 Payroll \$3,075.64
 - 5.3.4 General Journal Entries 424-432
 - 5.3.5 General Manager reimbursement \$141.55 – office supplies
 - 5.3.6 Bad Debt: 1310.02 \$835.30, 1170.02 \$158.34

Director Janet Miller moved to approve the consent agenda as presented. Director Jason Garlic seconded the motion. The motion carried, Ayes 3, Nays 0, Abstain 0, Absent 2.

6. Action/Discussion Items

- 6.1 – Fire Department purchase of iPad. Action.

Director Jason Garlic moved to approve the iPad purchase as presented. Director Janet Miller seconded the motion. The motion carried, Ayes 3, Nays 0, Abstain 0, Absent 2.

- 6.2 - Management Discussion & Analysis – Audit preparation. Discussion.
General Manager Richard Hanger reviewed the draft Management Discussion & Analysis. No action was taken.

7. Future Agenda Items

- 7.1 – Quarterly financial reports and budget adjustments.
- 7.2 – Sewer flow report.
- 7.3 – Royal Gold Industrial Discharge Permit.

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.

The board adjourned at 8:52 PM to consider an application for a water connection and the installation of a meter. The matter was considered urgent as the applicant's home is ready to occupy and waiting until the October 22nd meeting was considered a hardship.

The board returned to open session at 8:55 PM and reported approval of Judy Hodgson's application for a water connection and the installation of a meter. Service address is 4241 Fieldbrook Road.

9. Adjournment/Announcements

- 9.1 - Next regular meeting October 22, 2019.

Meeting adjourned at 9:05 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments
*CCCU fund transfer
Initialed disbursement register*

Sewer Report

- 8/23 First report from City of Arcata (COA) high concentration of H₂S Hydrogen Sulfide, at the #20 Manhole on West End Rd. Force main to gravity flow.
- 8/28 #20 manhole has extremely high levels of H₂S.
- Station 1 wet well grease mat removed, Vactor (COA)
Station 2 wet well completely cleaned. Vactored out sludge.
- 8/29 SSO on Fieldbrook Rd, caused by pumps not working in auto. Float 'On' was damaged by vactor on previous day's cleaning. Pumps worked in manual and that eliminated the SSO. Kevin Smith (COA) diagnosed issue and helped replace float.
- Water from 2" hose was run in Station 1 wet well to dilute sewage in force main going to Arcata to counter act the H₂S continuing issue. The dilution worked.
- 8/30 Station 1 wet well completely cleaned by vactor.
- West End Road ARVs (4) checked, vaults cleaned.
- 9/23 Station 2 pump 2 had rags removed from pump. (COA)

Current needs:

- ✓ When rain starts we still need Hooven to caulk the pipe seams in several manholes.

ARV Replacement: East side of bridge. And two or three on West End Rd.

- { Resolve issue with pager. Not working.
{ Resolve issue with 'locates' not coming to me

Richard Hanger

From: Kathryn Donahue <kddo1002@gmail.com>
Sent: Monday, September 23, 2019 10:35 PM
To: Rhanger50@gmail.com
Subject: Fieldbrook Glendale Water Sewer Consumer Issues

Dear Mr. Hanger,

I appreciate your letter received and dated August 28, 2019. And I appreciate the Board's acknowledgement that alternatives in your completed study dated September 2018 need to be reviewed. Not only do they need to be reviewed as you stated by yourself, your engineering firm and others, but change needs to be implemented.

My sewer/water bill for this past month was \$402.12, with a \$18.80 credit applied, resulting in a \$382.32 bill. After adding the previous month's remaining balance of \$232.23, which remained after my arranged \$200.00 payment, I now have a \$615.65 balance, for which I received a disconnect notice on August 28th, if not paid by September 16th. All of this is unconscionable, and outrageous. I would bet money that this CSD has the largest bills in this county for residential customers. For those on fixed retirement incomes these rates are an impossible bill to pay.

I am also wondering why this CSD has no presence online except for the ability to pay one's bill. There is also one online site that provides salary information for 2018 and earlier. There is no current contact information for the district or for it's BOD members. There is no calendar present for BOD meetings or the agendas for BOD meetings. I find this unacceptable.

I am always willing to pay for the water I have used. I am not willing to pay a high sewer charge for water that goes to ground and increases the water table, never entering the sewer system. This CSD is charging for a sewer service that is not being used for most of the water run through the street meter.

This CSD should be giving a credit for increasing the water table when water is being used to water a garden.

I would like a copy of the rate study which you offered in your letter. I would attend the BOD meeting tomorrow evening, which I believe is the date, but unfortunately I have another obligation to which I must attend tomorrow. If there is a online site where I might find information on this CSD, not just pay my bill, I would appreciate that information.

Thank you for your attention to this matter.

Kathryn Donahue

Richard Hanger

From: Steve Wilson <[REDACTED]>
Sent: Friday, October 4, 2019 2:08 AM
To: rhanger50@gmail.com
Cc: 'Steve Wilson <[REDACTED]>'
Subject: Request for reduced sewer charges June and July 2019
Attachments: FEILDBROOK GLENDALE H2O request for refund.xlsx

+

i Mr. Hanger,

Please refer to my spreadsheet for Monthly water and sewer charges I have updated current usage. I request a refund for the months of June and July of 2019. It is easy to see the difference in water charges were related to watering the yard and garden and not increased sewer usage. Once I realized and evaluated my water usage I decreased it and water needs also decreased water use at the end of summer. I still used increased water for the month of August as the garden winded down.

I believe that Mary and I should be reimbursed for water not entering your sewer. June \$373 sewer minus 100.61 = \$**272.39** and July \$392.40 minus 100.61 = \$**291.40**. Both totals should be adjusted to include the credit already given. That would mean total credit would be **563.79** minus credit already applied.

It is not right to charge for sewer use when the water goes to yard for grass and garden. Try charging your water and septic users for their summer garden water as if all was going into their septic which sounds ridiculous but is what you are charging us for.

Thanks for your consideration,

Steven J Wilson
707 498 7216

DATE		CUBIC FEET		\$ H2O	\$ SEWER	TOTAL
JANUARY	2018	1000/2	500/mo	44.81	71.86	116.67
FEBRUARY	2018				71.86	
MARCH	2018	900/2	450/mo	44.81	71.86	
APRIL	2018				71.86	
MAY	2018	2000/2	1000/mo	69.31	71.86	
JUNE	2018				71.86	
JULY	2018	3500/2	1750/mo	111.68	71.86	
AUGUST	2018				71.86	
SEPTEMBER	2018	3000/2	1500/mo	98.78	71.86	
OCTOBER	2018				71.86	
NOVEMBER	2018	1000/2	500/mo	47.18	71.86	
DECEMBER	2018			47.18	71.86	
JANUARY	2019		700 guests	52.39	128.81	181.2
FEBRUARY	2019		500	48.33	110.01	158.34
MARCH	2019		300	48.33	100.61	148.94
APRIL	2019		400	48.33	100.61	148.94
MAY	2019		500	48.33	110.01	158.34
JUNE	2019		900	58.89	147.61	206.5
JULY	2019		3300	122.25	373.21	495.46
AUGUST	2019		3500	127.53	392.01	519.54
SEPTEMBER	2019		600	50.97	119.41	170.38

ALL BELOW SINGLE FAMILY RESIDENCE

JULY	MCKINLEYVILLE CSD 1200 CUBIC FT SUMMER SEWER/H2O CAP				124.78	
JULY	*ARCATA BILL SAME CUBIC FT OF WATER AND SEWER				261.15	
JULY	BLUE LAKE BILL SAME CUBIC FT OF WATER AND SEWER				118.42	
JULY	FLDDBROOK/G SAME CUBIC FT ADJUSTED	122.35		100.61	222.96	
		495			222.96	-272.5

*ARCATA USES A SUMMER IRRIGATION ADJUSTMENT AVERAGING FEB-AUGUST CONSUMPTION RATHER THAN THE ACTUAL AMOUNT USED. THIS IS FOR SINGLE FAMILY RESIDENCES ONLY.

It is not right to pay for services not rendered.

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

September 25, 2019


Ms. Janis Taylor
P.O. Box 2394
McKinleyville, CA 95519

Subject: APN# 512-211-051, 400 Crockett Crossing

Dear Ms. Taylor,

This letter serves as confirmation for the purposes of the Humboldt County Planning and Building Department that the property noted above is within our boundaries; however, it is outside our service area. It is cost prohibitive for the Fieldbrook Glendale Community Services District to provide service to this address and the Capital Improvement Plan for the district does not include improvements to this service area within the next ten years.

Sincerely yours,


Richard Hanger
General Manager

cc: Bonnie Oliver, via email
Board Correspondence, file

September 20, 2019

Mr. Roy Sheppard
President
Fieldbrook Glendale Community Services District
Post Office Box 2715
McKinleyville, California 95519

Re: President's Special Acknowledgement Award – Property/Liability Program

Dear Mr. Sheppard:

This letter and enclosed certificate are to formally acknowledge the dedicated efforts of the Fieldbrook Glendale Community Services District's Governing Body, management, and staff towards proactive risk management and loss prevention training for earning the President's Special Acknowledgement Award! The Award is to recognize members with no "paid" claims during the prior **five consecutive program years** in the Property/Liability Program.

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims. Your agency's efforts have resulted in no "paid" property/liability claims for the prior five consecutive program years including 2018-19. This is an outstanding accomplishment that serves as an example for all SDRMA members!

It is through the efforts of members such as Fieldbrook Glendale Community Services District that SDRMA has been able to continue providing affordable property/liability coverage to over 500 public agencies throughout California. While 424 members, or 84%, in the property/liability program had no "paid" claims in program year 2018-19, 270 members, or 53%, had no paid claims for the prior five consecutive years.

In addition to this annual recognition, members with no "paid" claims during 2018-19 earned two credit incentive points (CIPs) reducing their annual contribution amount, and members with no "paid" claims for the prior 5 consecutive program years earned three additional bonus CIPs.

Included with this letter and certificate is your press release template so your agency may showcase this important accomplishment.

On behalf of the SDRMA Board of Directors and staff, it is my honor to congratulate your Governing Body, management, and staff for your commitment to proactive risk management and loss prevention training.

Sincerely,
Special District Risk Management Authority



Mike Scheafer, President
Board of Directors

September 20, 2019

Mr. Roy Sheppard
President
Fieldbrook Glendale Community Services District
Post Office Box 2715
McKinleyville, California 95519

Re: President's Special Acknowledgement Award - Workers' Compensation Program

Dear Mr. Sheppard:

This letter and enclosed certificate are to formally acknowledge the dedicated efforts of the Fieldbrook Glendale Community Services District's Governing Body, management, and staff towards proactive loss prevention and workplace safety for earning the President's Special Acknowledgement Award! The Award is to recognize members with no "paid" claims during the prior **five consecutive program years** in the Workers' Compensation Program.

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year. Your agency's efforts have resulted in no "paid" workers' compensation claims for the prior five consecutive program years, including 2018-19. This is an outstanding accomplishment that serves as an example for all SDRMA members!

It is through the efforts of members such as Fieldbrook Glendale Community Services District that SDRMA has been able to continue providing affordable workers' compensation coverage to over 440 public agencies throughout California. While 280 members, or 64%, in the workers' compensation program had no "paid" claims in program year 2018-19, 127 members, or 28%, had no paid claims for the prior five consecutive years.

In addition to this annual recognition, members with no "paid" claims during 2018-19 earned two credit incentive points (CIPs) reducing their annual contribution amount, and members with no "paid" claims for the prior five consecutive program years earned three additional bonus CIPs. Also, members without claims receive a lower "experience modification factor" (EMOD), which also reduces their annual contribution amount.

Included with this letter and certificate is your press release template so your agency may showcase this important accomplishment.

On behalf of the SDRMA Board of Directors and staff, it is my privilege to congratulate your Governing Body, management, and staff for your commitment to proactive loss prevention and safety in the workplace.

Sincerely,
Special District Risk Management Authority



Mike Scheafer, President
Board of Directors

AGREEMENT FOR THE POSITIVE LOCATION OF UNDERGROUND UTILITIESDate: Sept. 30, 2019**PARTIES:**

1. State of California, acting by and through the Department of Transportation ("Department").
"Department" includes the Department, its officers, agents, employees and contractors.
2. Fieldbrook Glendale Community Services District ("Owner").
"Owner" includes the Owner, its officers, agents, employees and contractors. *FGCSO*

RECITALS:

- A. Owner owns, operates or maintains underground utility facilities in the State of California.
- B. In order to facilitate the planning, design and construction of Department's projects and to ensure the safety of the traveling public, the horizontal and vertical location and/or apparent visual condition of underground utilities must periodically be confirmed. These activities and their results are known as "positive location," and are commonly referred to as "potholing." Where referred to in this agreement, such positive location operations include, but are not limited to: vacuum excavation, electronic detection, probing, and external and internal video inspection.
- C. In general, utility owners have been responsible for performing such positive location activities, with the cost of such activities apportioned as provided by California Law, Master Contracts or Department's Policies.
- D. Department's needs frequently require the positive location of underground utilities more expeditiously than Owner can readily or economically provide.
- E. Department is willing to assume control of the operation and cost of such positive location of underground utilities on a test basis to facilitate Department's needs from time to time as provided herein, and to determine if assuming the cost and operation of this work creates sufficient benefit to the Department to justify continuing the practice.

THEREFORE:

1. This agreement is made and executed by the parties hereto pursuant to the provisions of Sections 680.5 and 707.5 of the Streets and Highways Code. It shall govern exclusively the determination of the obligations and costs to be borne by each party hereto in regard to work described herein in lieu of determination under the provisions of Sections 673, 680 and 700 to 707, inclusive, of said Streets and Highways Code, as now or hereafter existing, or under any

FGCSD

, "Owner."

other laws applicable to said subject matter. This agreement shall apply throughout the State of California to all of the Department's projects and related activities. It is not intended to, and shall not, establish any precedent, principle, rule or guide to interpretation, as between the parties hereto after its termination or as between either of the parties hereto and any third party at any time, and may be terminated at any time as provided herein.

2. The work to be performed under this agreement is limited to the work necessary to positively determine the horizontal and vertical location and or apparent visual condition of the Owner's utility facilities with the degree of accuracy necessary to meet the Department's requirements. All work under this agreement shall be preceded by the delivery of a written notification to Owner by Department.
3. This agreement does not apply to the relocation, rearrangement, removal or protection of utility facilities.
4. When the work described in this agreement is performed by the Department, the cost of the work shall be borne by the Department. The Owner shall provide confirmation in the field of the identity and typical characteristics (including size, material, contents, pressure or capacity) of Owner's exposed utility facility and related activities, including, but not limited to, inspection services at no expense to the Department, in accordance with the Department's time schedule.
5. It is anticipated that the work described in this agreement will be performed by the Department through the services of a contractor. In those instances when the Department chooses not to perform the work, the Department will issue a "Notice to Owner" ordering the Owner to diligently perform the work in accordance with Department's reasonable time schedule included in the Notice to Owner, and the Department will bear the cost of the work per separate agreement if the work is completed within the Department's time schedule. The Owner shall allocate sufficient staff and resources to meet all schedules established for the project design and construction work. Should the Owner not meet Department's schedule, Department shall have the right and option to perform such work to maintain Department's schedule.
6. The Owner may choose to perform certain positive location work itself, pursuant to prompt notification to Department of Owner's intention. When the Owner so elects to perform such work, the cost of the work shall be borne by the Department in the same amount as the unit cost for such work by the Department's contractor for the District area. If no such contract exists at the time, cost shall be the most recent such contract cost for the District area. Department will issue a Notice to Owner ordering the Owner to diligently perform the work in accordance with Department's reasonable schedule included in the Notice to Owner. The Owner shall allocate sufficient staff and resources to meet all schedules established for the

FCUSD

, "Owner."

- project design and construction work. Should the Owner not meet Department's schedule, Department shall have the right and option to perform such work to maintain the Department's schedule.
7. It is intended that all work under this agreement performed by the Department shall be performed using the vacuum extraction method, hand excavation or comparable methods acceptable to the Owner and the Department. Electronic detection may also be used in conjunction with, and when confirmed by, vacuum extraction at the Department's option. Other machine methods may only be used to remove paving materials. Machine methods used by the Department for any other purpose will require the concurrence and on-site observation of Owner.
 8. Owner grants to Department, immediately upon receipt of notification, in accordance with the Department's time schedule, permission to perform positive location of Owner's facilities within Owner's private rights of way, wherever located. Owner retains the right to require reasonable controls and restrictions. Such controls and restrictions shall be promptly reported to the Department in writing.
 9. Upon the completion of the work performed under this agreement, Department shall restore the work site to as good a condition as that found when the work commenced.
 10. Department shall defend, indemnify and hold Owner harmless from any death, injury, or property claim made by any person, which materially arises from work performed by the Department, its employees, agents and contractors pursuant to this agreement. Owner shall defend, indemnify and hold Department harmless from any death, injury, or property claim made by any person, which materially arises from work performed by the Owner, its employees, agents and contractors pursuant to this agreement.
 11. This agreement eliminates and replaces any previous agreement between the properties, or portions thereof, regarding positive location activities ("potholing").
 12. This agreement may be amended, changed or altered by mutual consent of the parties hereto in writing.
 13. This agreement may be terminated by either party upon ninety (90) days written notice.
 14. Time shall be of the essence of this agreement.

Fieldbrook Citrusdale Community Services District (FGCSD) "Owner."

For the Utility Owner:

Richard Hangee

9.30.2019
Date

Name RICHARD HANGEE

Title GENERAL MANAGER

For the State of California:

Tiara Moering-Hill, Chief
Office of Railroads and Utility Relocations
Division of Right of Way and Land Surveys
California Department of Transportation

Date

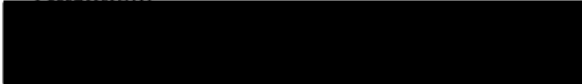
DISTRIBUTION:

- 1 - HQ Right of Way, Office of Utilities & Organizational Development
- 1 - District
- 1 - Utility Owner

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

October 22, 2019

Attention:



Please confirm transfer verbally to Richard Hanger 
 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 \$ 114,928.86
 To: S61 Water Checking \$ 114,928.86

October Reconciliation

Check Register	\$	113,929.83
#5927-5959	\$	113,929.83

Transfer Totals	\$	(114,928.86)
Fire	\$	4,316.50
Sewer	\$	28,420.06
Water	\$	82,192.30

Gross Pay	\$	2,892.96
<Net Pay>	\$	(2,190.47)
Empr. Taxes	\$	221.31

Adjustments		
Merchant Fees	\$	37.22
Verizon	\$	38.01

Reconciliation	\$	(113,929.83)
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Balance	\$	-
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Fieldbrook Glendale Community Services District
Customer Balance Detail
As of October 22, 2019

Type	Date	Num	Name	Account	Class	Amount	Balance
Interfund Expenses/Fire							1,627.10
Check	09/25/2019	E-Pay	Interf...	5390 · Office Ex...	Fire Dep...	2.00	1,629.10
Bill	09/26/2019	Y7-9...	Interf...	5530 · Trucks (T...	Fire Dep...	43.99	1,673.09
Bill	09/30/2019	787...	Interf...	5365 · Fuel Exp...	Fire Dep...	223.27	1,896.36
Bill	09/30/2019	Sept...	Interf...	5335 · Water (W...	Fire Dep...	53.16	1,949.52
Bill	09/30/2019	156...	Interf...	5320 · Electric (...	Fire Dep...	134.13	2,083.65
Bill	09/30/2019	#92 ...	Interf...	5250 · Dues & ...	Fire Dep...	977.00	3,060.65
Bill	10/01/2019	Oct ...	Interf...	5345 · Internet ...	Fire Dep...	138.06	3,198.71
Bill	10/01/2019	HF3...	Interf...	5555 · Small Eq...	Fire Dep...	374.33	3,573.04
Bill	10/02/2019	174...	Interf...	5440 · Extinguis...	Fire Dep...	235.08	3,808.12
Bill	10/05/2019	707-...	Interf...	5310 · Telephon...	Fire Dep...	259.77	4,067.89
Bill	10/08/2019	67444	Interf...	5160 · Liability I...	Fire Dep...	47.50	4,115.39
Bill	10/15/2019	Oct ...	Interf...	5075 · Chief Ex...	Fire Dep...	50.00	4,165.39
Bill	10/15/2019	USP...	Interf...	5390 · Office Ex...	Fire Dep...	13.62	4,179.01
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Fire Dep...	127.72	4,306.73
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Fire Dep...	0.00	4,306.73
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Fire Dep...	7.92	4,314.65
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Fire Dep...	1.85	4,316.50
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Fire Dep...	0.00	4,316.50
Total Interfund Expenses/Fire						2,689.40	4,316.50
Interfund Expenses/Sewer							1,196.23
Check	09/25/2019	E-Pay	Interf...	5390 · Office Ex...	Enterpris...	2.00	1,198.23
Bill	09/27/2019	128...	Interf...	5121 · Engineeri...	Enterpris...	2,175.00	3,373.23
Bill	09/27/2019	128...	Interf...	5121 · Engineeri...	Enterpris...	66.00	3,439.23
Bill	09/30/2019	021...	Interf...	5320 · Electric (...	Enterpris...	79.29	3,518.52
Bill	09/30/2019	000...	Interf...	5020 · Purchase...	Enterpris...	9,853.97	13,372.49
Bill	09/30/2019	July ...	Interf...	5110.1 · HBMW...	Enterpris...	1,283.14	14,655.63
Bill	09/30/2019	July ...	Interf...	5110.1 · HBMW...	Enterpris...	1,026.51	15,682.14
Bill	09/30/2019	July ...	Interf...	5110.1 · HBMW...	Enterpris...	5,572.95	21,255.09
Bill	09/30/2019	July ...	Interf...	5110.1 · HBMW...	Enterpris...	2,818.64	24,073.73
Bill	09/30/2019	091...	Interf...	5320 · Electric (...	Enterpris...	428.72	24,502.45
Bill	09/30/2019	#92 ...	Interf...	5250 · Dues & ...	Enterpris...	977.00	25,479.45
Bill	10/01/2019	W42...	Interf...	5310 · Telephon...	Enterpris...	14.11	25,493.56
Bill	10/05/2019	707-...	Interf...	5310 · Telephon...	Enterpris...	265.16	25,758.72
Bill	10/07/2019	707-...	Interf...	5310 · Telephon...	Enterpris...	228.62	25,987.34
Bill	10/11/2019	INV ...	Interf...	5360 · Transport...	Enterpris...	404.76	26,392.10
Bill	10/15/2019	USP...	Interf...	5390 · Office Ex...	Enterpris...	13.62	26,405.72
Paycheck	10/16/2019	5958	Interf...	6560 · Payroll E...	Enterpris...	977.16	27,382.88
Paycheck	10/16/2019	5958	Interf...	6560 · Payroll E...	Enterpris...	0.00	27,382.88
Paycheck	10/16/2019	5958	Interf...	6560 · Payroll E...	Enterpris...	60.58	27,443.46
Paycheck	10/16/2019	5958	Interf...	6560 · Payroll E...	Enterpris...	14.17	27,457.63
Paycheck	10/16/2019	5958	Interf...	6560 · Payroll E...	Enterpris...	0.00	27,457.63
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	894.04	28,351.67
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	0.00	28,351.67
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	55.43	28,407.10
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	12.96	28,420.06
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	0.00	28,420.06
Total Interfund Expenses/Sewer						27,223.83	28,420.06
Interfund Expenses/Water							612.19
Check	09/25/2019	E-Pay	Interf...	5390 · Office Ex...	Enterpris...	2.00	614.19
Bill	09/27/2019	128...	Interf...	5121 · Engineeri...	Enterpris...	942.50	1,556.69
Bill	09/27/2019	128...	Interf...	5121 · Engineeri...	Enterpris...	30.00	1,586.69
Bill	09/30/2019	Sept...	Interf...	5010 · Purchase...	Enterpris...	892.02	2,478.71
Bill	09/30/2019	Sept...	Interf...	5010 · Purchase...	Enterpris...	12,009.62	14,488.33
Bill	09/30/2019	Sept...	Interf...	5010 · Purchase...	Enterpris...	1,285.22	15,773.55
Bill	09/30/2019	Sept...	Interf...	5010 · Purchase...	Enterpris...	717.34	16,490.89
Bill	09/30/2019	Sept...	Interf...	5010 · Purchase...	Enterpris...	-293.98	16,193.91
Bill	09/30/2019	992...	Interf...	5320 · Electric (...	Enterpris...	52.54	16,246.45
Bill	09/30/2019	009...	Interf...	5320 · Electric (...	Enterpris...	24.64	16,271.09
Bill	09/30/2019	799...	Interf...	5320 · Electric (...	Enterpris...	1,182.07	17,453.16
Bill	09/30/2019	July ...	Interf...	5410 · Line Rep...	Enterpris...	379.52	17,832.68
Bill	09/30/2019	July ...	Interf...	5410 · Line Rep...	Enterpris...	3,458.61	21,291.29
Bill	09/30/2019	July ...	Interf...	5410 · Line Rep...	Enterpris...	239.06	21,530.35
Bill	09/30/2019	July ...	Interf...	5410 · Line Rep...	Enterpris...	1,483.36	23,013.71
Bill	09/30/2019	July ...	Interf...	5410 · Line Rep...	Enterpris...	1,338.52	24,352.23

Fieldbrook Glendale Community Services District
Customer Balance Detail
As of October 22, 2019

Type	Date	Num	Name	Account	Class	Amount	Balance
Bill	09/30/2019	July ...	Interf...	5110.1 · HBMW...	Enterpris...	1,662.79	26,015.02
Bill	09/30/2019	July ...	Interf...	5110.1 · HBMW...	Enterpris...	1,330.23	27,345.25
Bill	09/30/2019	July ...	Interf...	5110.1 · HBMW...	Enterpris...	7,221.81	34,567.06
Bill	09/30/2019	July ...	Interf...	5110.1 · HBMW...	Enterpris...	3,652.58	38,219.64
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	34,724.82	72,944.46
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	2,819.87	75,764.33
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	725.00	76,489.33
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	481.63	76,970.96
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	3.20	76,974.16
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	879.82	77,853.98
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	473.64	78,327.62
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	195.68	78,523.30
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	0.00	78,523.30
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	0.00	78,523.30
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	0.00	78,523.30
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	0.00	78,523.30
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	0.00	78,523.30
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	1,051.78	79,575.08
Bill	09/30/2019	July ...	Interf...	5110.2 · HBMW...	Enterpris...	30.00	79,605.08
Bill	09/30/2019	#92 ...	Interf...	5250 · Dues & ...	Enterpris...	977.00	80,582.08
Bill	10/01/2019	707-...	Interf...	5310 · Telephon...	Enterpris...	67.62	80,649.70
Bill	10/03/2019	512-...	Interf...	5370 · Property ...	Enterpris...	75.00	80,724.70
Bill	10/03/2019	512-...	Interf...	5370 · Property ...	Enterpris...	75.00	80,799.70
Bill	10/03/2019	516-...	Interf...	5370 · Property ...	Enterpris...	75.00	80,874.70
Bill	10/07/2019	234-...	Interf...	5310 · Telephon...	Enterpris...	91.55	80,966.25
Bill	10/15/2019	Oct ...	Interf...	5070 · Directors'...	Enterpris...	50.00	81,016.25
Bill	10/15/2019	Oct ...	Interf...	5070 · Directors'...	Enterpris...	50.00	81,066.25
Bill	10/15/2019	Oct ...	Interf...	5070 · Directors'...	Enterpris...	50.00	81,116.25
Bill	10/15/2019	Oct ...	Interf...	5070 · Directors'...	Enterpris...	50.00	81,166.25
Bill	10/15/2019	Oct ...	Interf...	5070 · Directors'...	Enterpris...	50.00	81,216.25
Bill	10/15/2019	USP...	Interf...	5390 · Office Ex...	Enterpris...	13.61	81,229.86
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	894.04	82,123.90
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	0.00	82,123.90
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	55.43	82,179.33
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	12.97	82,192.30
Paycheck	10/16/2019	5959	Interf...	6560 · Payroll E...	Enterpris...	0.00	82,192.30
Total Interfund Expenses/Water						81,580.11	82,192.30
TOTAL						111,493.34	114,928.86

Fieldbrook Glendale Community Services District
Check Register for this Month
September 25 through October 22, 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	09/25/2019	5927	Grant Weaver.	-19.02
Bill Pmt -Check	09/25/2019	E-Pay	XPress Bill Pay	-1,075.86
Check	09/25/2019	E-Pay	Intuit Quick Books	-6.00
Payment	09/25/2019		Fieldbrook Custo...	2,016.78
Bill Pmt -Check	10/11/2019	5928	American Messagi...	-14.11
Bill Pmt -Check	10/11/2019	5929	AT&T	-67.62
Bill Pmt -Check	10/11/2019	5930	Cascade Fire Equi...	-673.44
Bill Pmt -Check	10/11/2019	5931	Cummins West, Inc.	-43.99
Bill Pmt -Check	10/11/2019	5932	Fieldbrook Glenda...	-53.16
Bill Pmt -Check	10/11/2019	5933	Humboldt County ...	-225.00
Bill Pmt -Check	10/11/2019	5934	North Coast Unifie...	-676.32
Bill Pmt -Check	10/11/2019	5935	PG&E	-1,472.67
Bill Pmt -Check	10/11/2019	5936	Renner Petroleum	-223.27
Bill Pmt -Check	10/11/2019	5937	Sudden Link	-138.06
Bill Pmt -Check	10/11/2019	5938	Eureka Humboldt ...	-235.08
Bill Pmt -Check	10/11/2019	5939	Gia Carrozzi	-116.55
Bill Pmt -Check	10/11/2019	5940	Jack Sheppard	-374.33
Bill Pmt -Check	10/11/2019	5941	Josh Miller	-799.10
Bill Pmt -Check	10/15/2019	5942	AT&T	-845.10
Bill Pmt -Check	10/15/2019	5943	California Special ...	-2,931.00
Bill Pmt -Check	10/15/2019	5944	City of Arcata	-9,853.97
Bill Pmt -Check	10/15/2019	5945	GHD, Inc	-3,213.50
Bill Pmt -Check	10/15/2019	5946	Humboldt Bay M&O	-72,853.16
Bill Pmt -Check	10/15/2019	5947	Humboldt Bay Mu...	-14,607.22
Bill Pmt -Check	10/15/2019	5948	Jack Sheppard	-50.00
Bill Pmt -Check	10/15/2019	5949	Janet Miller	-50.00
Bill Pmt -Check	10/15/2019	5950	Jason Garlick	-50.00
Bill Pmt -Check	10/15/2019	5951	PG&E	-428.72
Bill Pmt -Check	10/15/2019	5952	Rich Grissom	-50.00
Bill Pmt -Check	10/15/2019	5953	Roy Sheppard	-50.00
Bill Pmt -Check	10/15/2019	5954	SDRMA	-47.50
Bill Pmt -Check	10/15/2019	5955	Starr Kilian	-50.00
Bill Pmt -Check	10/15/2019	5956	Richard A. Hanger	-40.85
Bill Pmt -Check	10/15/2019	5957	Valley Pacific	-404.76
Paycheck	10/16/2019	5958	Grant Weaver	-892.64
Paycheck	10/16/2019	5959	Richard A Hanger	-1,297.83
Total 1015 · Water Dept Checking (Water Dept Checking)				-111,913.05
Total 1012 · General Fund Checking (All Funds)				-111,913.05
Total 1000 · Coast Central Credit Un.				-111,913.05
TOTAL				-111,913.05

Fieldbrook Glendale Community Services District
Payroll Summary
September 25 through October 22, 2019

	Grant Weaver			Richard A Hanger			TOTAL		
	Ho...	Rate	Sep 25 - Oct 22, 19	Ho...	Rate	Sep 25 - Oct 22, 19	Ho...	Rate	Sep 25 - Oct 22, 19
Employee Wages, Taxes and Adjustments									
Gross Pay									
Hourly Rate	34	28.74	977.16	60	31.93	1,915.80	94.00		2,892.96
Hourly Sick		28.74	0.00		31.93	0.00			0.00
Total Gross Pay	34		977.16	60		1,915.80	94.00		2,892.96
Adjusted Gross Pay	34		977.16	60		1,915.80	94.00		2,892.96
Taxes Withheld									
Federal Withholding			0.00			-301.00			-301.00
Medicare Employee			-14.17			-27.78			-41.95
Social Security Employee			-60.58			-118.78			-179.36
CA - Withholding			0.00			-151.25			-151.25
CA - Disability Employee			-9.77			-19.16			-28.93
Medicare Employee Addl Tax			0.00			0.00			0.00
Total Taxes Withheld			-84.52			-617.97			-702.49
Net Pay	34		892.64	60		1,297.83	94.00		2,190.47
Employer Taxes and Contributions									
Medicare Company			14.17			27.78			41.95
Social Security Company			60.58			118.78			179.36
CA - Unemployment Company			0.00			0.00			0.00
CA - Employment Training Tax			0.00			0.00			0.00
Total Employer Taxes and Contributions			74.75			146.56			221.31

11:48 AM

Fieldbrook Glendale Community Services District
General Journal Transaction

10/01/19

Accrual Basis

September 26, 2019

Num	Name	Memo	Account	Class	Debit	Credit
433			5595 · Returned Ch...	Enterpris...	388.42	
			5600 · Returned Ite...	Enterpris...	10.00	
			1027 · Water Assets...	Enterpris...		398.42
TOTAL					398.42	398.42

10:14 AM

Fieldbrook Glendale Community Services District
General Journal Transaction

10/13/19

Accrual Basis

September 30, 2019

Num	Name	Memo	Account	Class	Debit	Credit
434	Fieldbrook Custome...		5610 · Uncollectable...	Enterpris...	306.92	
	Fieldbrook Custome...		1210 · A/R Water (A...	Enterpris...		306.92
TOTAL					306.92	306.92

10:14 AM

Fieldbrook Glendale Community Services District
General Journal Transaction

10/13/19

Accrual Basis

September 30, 2019

Num	Name	Memo	Account	Class	Debit	Credit
435	Fieldbrook Custome...	Haukka/McCa...	5610 · Uncollectable...	Enterpris...	686.72	
	Fieldbrook Custome...	Haukka/McCa...	1220 · A/R Sewer (A...	Enterpris...		686.72
TOTAL					686.72	686.72

10:14 AM

Fieldbrook Glendale Community Services District

10/13/19

General Journal Transaction

Accrual Basis

October 10, 2019

Num	Name	Memo	Account	Class	Debit	Credit
437		September D...	1025.01 · Undeposit...	Enterpris...	2,243.66	
		September D...	1027 · Water Assets...	Enterpris...		2,243.66
TOTAL					2,243.66	2,243.66

10:15 AM

Fieldbrook Glendale Community Services District

10/13/19

General Journal Transaction

Accrual Basis

September 30, 2019

Num	Name	Memo	Account	Class	Debit	Credit
438		Transfer RG ...	4220 · Commercial ...	Enterpris...	2,067.21	
		Transfer RG ...	4245.02 · Sewer Co...	Enterpris...		2,067.21
TOTAL					2,067.21	2,067.21

10:15 AM

Fieldbrook Glendale Community Services District

10/13/19

General Journal Transaction

Accrual Basis

September 30, 2019

Num	Name	Memo	Account	Class	Debit	Credit
439		Pre-Paid Due...	5250 · Dues & Mem...	Fire Depa...	1,320.00	
		Pre-Paid Due...	1140 · Other Pre-Pa...	Fire Depa...		1,320.00
TOTAL					1,320.00	1,320.00

BLUE LAKE
 411 1ST ST
 BLUE LAKE, CA 95525-9747
 050810-0416
 (800)275-8777
 09/19/2019 03:41 PM

Product	Qty	Unit Price	Price
PM 3-Day (Domestic) (EUREKA, CA 95501) (Weight:1 Lb 0.10 Oz) (Expected Delivery Day) (Monday 09/23/2019) (USPS Tracking #) (9505 5101 2327 9262 1352 26)	1	\$7.85	\$7.85
Insurance (Up to \$50.00 included)			\$0.00
Total:			\$7.85
Cash Change			\$8.00 (\$0.15)

Includes up to \$50 insurance

Text your tracking number to 28777
 (2USPS) to get the latest status.
 Standard Message and Data rates may
 apply. You may also visit www.usps.com
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BLUE LAKE
 411 1ST ST
 BLUE LAKE, CA 95525-9747
 050810-0416
 (800)275-8777
 10/11/2019 04:05 PM

Product	Qty	Unit Price	Price
Frogs Bklt	3	\$11.00	\$33.00
Total:			\$33.00

Debit Card Remit'd \$33.00
 (Card Name:VISA)
 (Account #:XXXXXXXXXX1259)
 (Approval #)
 (Transaction #:697)
 (Receipt #:009996)
 (Debit Card Purchase:\$33.00)
 (Cash Back:\$0.00)
 (AID:A0000000980840 Chip)
 (AL:US DEBIT)
 (PIN:Verified)

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Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 6.1

Agenda Title: Wastewater rates

Meeting Date: 10/22/2019

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

We have received several comments and concerns concerning wastewater rates. These concerns have been primarily related to the rates based on water consumption. The majority of the concerns have centered around the summer months.

Recommendation:

Discuss and direct staff to work with GHD Consulting Engineers to audit revenues generated since the rate increase went into effect in December of 2018. Direct staff and GHD Consulting Engineers to report back to the board with recommendations.

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 6.2

Agenda Title: Quarterly financial reports and budget adjustments.

Meeting Date: 10/22/2019

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

May 2019 – 2019/2020 Budget presentation

June 2019 – 2019/2020 Initial budget adoption

August 2019 – 2019/2020 Final budget adoption

Financial reports are reviewed on a quarterly basis and budgets are updated based on actual performance. The attached reports reconcile proposed budget adjustments to the final budgets adopted in August.

Water

Water revenues decreased in the first quarter of \$2,973. Domestic revenue accounts for most of the decrease. Expenses increased \$9,603 with HBMWD Operations accounting for most of the increase. The increase is directly related to summer projects for line maintenance. The net result of operations remains positive at \$6,690.

Wastewater

Wastewater revenues decreased in the first quarter by \$10,253. Domestic and commercial account for the decrease. Expenses increased \$5,131 with increases for HBMWD Operations and Engineering Services. HBMWD Operations increased due to the allocation of administrative and bookkeeping services which are allocated on revenue. Expenses for Engineering Services are primarily related to industrial permit requests. The net result of operations remains positive at \$20,180.

Fire

Fire revenues have been adjusted to reflect a change in the allocation of Proposition 172 and other income from a worker's compensation policy refund. Expenses increased \$941. Internet service, office supplies, fire extinguisher service and protective gear account for most of the change. The net of operations increased \$349 from budget adoption.

Recommendation:

Review the financial reports and adopt the budget adjustments as presented.

2019-2020 Budget Adjustments - Water

8/27/2019

Revenue	First Qtr	Second Qtr	Third Qtr	Fourth Qtr	Total	2020 Budget	Adjusted Budget
Domestic	-\$5,314				-\$5,314	\$391,270	\$385,956
Late Fees	-\$27				-\$27	\$5,892	\$5,865
Commercial	\$827				\$827	\$47,316	\$48,143
Fire Suppression					\$0	\$2,088	\$2,088
Special Benefit Zone	\$1,541				\$1,541	\$21,750	\$23,291
Processing Fees					\$0	\$1,015	\$1,015
Meter Install					\$0	\$0	\$0
Other Revenue					\$0	\$0	\$0
Total	-\$2,973	\$0	\$0	\$0	-\$2,973	\$469,331	\$466,358

Expenses							
Purchased Water	-\$108				-\$108	\$172,519	\$172,411
Directors Fees					\$0	\$2,995	\$2,995
HBMWD Operations	\$7,253				\$7,253	\$193,000	\$200,253
Engineering Services	\$1,385				\$1,385	\$18,524	\$19,909
Workers Comp Ins					\$0	\$195	\$195
Liability Ins					\$0	\$3,050	\$3,050
Legal Services					\$0	\$50	\$50
Audit Services					\$0	\$4,520	\$4,520
Dues/Memberships					\$0	\$650	\$650
Telephone	\$8				\$8	\$1,800	\$1,808
Electric	\$229				\$229	\$10,108	\$10,337
Property Taxes					\$0	\$225	\$225
Office Expenses	\$265				\$265	\$755	\$1,020
Line Repairs*					\$0	\$10,000	\$10,000
Small Equipment					\$0	\$0	\$0
Returned Checks					\$0	\$200	\$200
Returned Item Fees	\$20				\$20	\$16	\$36
Bad Debt					\$0	\$1,800	\$1,800
Bank Fees	\$593				\$593	\$213	\$806
Loan Fee					\$0	\$558	\$558
Licenses & Fees					\$0	\$3,360	\$3,360
Interest Expense					\$0	\$13,723	\$13,723
Payroll Penalties					\$0	\$0	\$0
Payroll	-\$42				-\$42	\$11,804	\$11,762
Total	\$9,603	\$0	\$0	\$0	\$9,603	\$450,065	\$459,668

Results of Operations	-\$12,576	\$0	\$0	\$0	-\$12,576	\$19,266	\$6,690
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Other Income/Expense							
Interest Earnings	\$ 144				\$144	\$15,454	\$15,598
Connection Fees					\$0	\$0	\$0
Less Depreciation					\$0	\$26,639	\$26,639
Net Other Income/Expense	\$144	\$0	\$0	\$0	\$144	-\$11,185	-\$11,041

Net Income	-\$12,432	\$0	\$0	\$0	-\$144	\$8,081	-\$4,351
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2019-2020 Budget Adjustments - Sewer

8/27/2019

Revenue	First Qtr	Second Qtr	Third Qtr	Fourth Qtr	Total	2019 Budget	Adjusted Budget
Domestic	-\$5,731				-\$5,731	\$287,121	\$281,390
Late Fees	\$90				\$90	\$4,200	\$4,290
Commercial	-\$4,437				-\$4,437	\$77,122	\$72,685
Processing Fees	-\$175				-\$175	\$770	\$595
Permit Fees					\$0	\$500	\$500
Other Revenue					\$0	\$0	\$0
Total	-\$10,253	\$0	\$0	\$0	-\$10,253	\$369,713	\$359,460

Expenses							
Purchased Sewer	-\$1,338				-\$1,338	\$209,750	\$208,412
HBMWD Operations	\$4,701				\$4,701	\$29,300	\$34,001
Engineering Services	\$1,210				\$1,210	\$6,000	\$7,210
Workers Comp Ins					\$0	\$702	\$702
Liability Ins					\$0	\$1,939	\$1,939
Legal Services					\$0	\$50	\$50
Audit Services					\$0	\$4,525	\$4,525
Dues/Memberships					\$0	\$605	\$605
Telephone	\$148				\$148	\$5,220	\$5,368
Electric					\$0	\$7,504	\$7,504
Fuel					\$0	\$0	\$0
Property Taxes					\$0	\$324	\$324
Office Supplies	\$375				\$375	\$650	\$1,025
Line Repairs					\$0	\$33,000	\$33,000
Bad Debt					\$0	\$2,000	\$2,000
Building Maintenance					\$0	\$200	\$200
Bank Charges	\$493				\$493	\$84	\$577
Interest Expense					\$0	\$3,925	\$3,925
Licenses	\$22				\$22	\$3,171	\$3,193
Payroll	-\$480				-\$480	\$25,200	\$24,720
					\$0		\$0
					\$0		\$0
					\$0		\$0
					\$0		\$0
Total	\$5,131	\$0	\$0	\$0	\$5,131	\$334,149	\$339,280

Results of Operations	-\$15,384	\$0	\$0	\$0	-\$15,384	\$35,564	\$20,180
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Other Income/Expense							
Interest earnings	\$ 82				\$82	\$36	\$118
Connection Fees	\$ 25,172				\$25,172	\$0	\$25,172
Less Depreciation					\$0	\$94,362	\$94,362
Net Other Income/Expense	\$25,254	\$0	\$0	\$0	\$25,254	-\$94,326	-\$69,072

Net Income	\$9,870	\$0	\$0	\$0	\$9,870	-\$58,762	-\$48,892
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2019-2020 Budget Adjustments - Fire

8/27/2019

Revenue	First Qtr	Second Qtr	Third Qtr	Fourth Qtr	Total	2020 Budget	Adjusted Budget
Current Secured					\$0	\$56,789	\$56,789
Current Unsecured					\$0	\$2,415	\$2,415
Prior Yr Secured					\$0	\$811	\$811
Prior Yr Unsecured					\$0	\$0	\$0
Prop 172 Transfer	\$174				\$174	\$915	\$1,089
Assesment					\$0	\$40,575	\$40,575
Timber Yield					\$0	\$225	\$225
Homeowner Exemption					\$0	\$711	\$711
Supplemental Current					\$0	\$767	\$767
Supplemental Prior					\$0	\$133	\$133
Prop Tax Exchange					\$0	\$136	\$136
Other Income	\$1,116				\$1,116	\$100	\$1,216
Total	\$1,290	\$0	\$0	\$0	\$1,290	\$103,577	\$104,867

Expenses							
Director/Chief					\$0	\$599	\$599
Engineering Services					\$0	\$0	\$0
Benefit Assesmnt Fee					\$0	\$113	\$113
Workers Comp					\$0	\$5,504	\$5,504
Liability					\$0	\$2,830	\$2,830
Vehicle Ins					\$0	\$4,296	\$4,296
Disability Ins					\$0	\$5,254	\$5,254
Air Med Care	-\$153				-\$153	\$978	\$825
Legal					\$0	\$50	\$50
Audit					\$0	\$4,508	\$4,508
Dues/Memberships					\$0	\$2,673	\$2,673
Telephone					\$0	\$3,324	\$3,324
Electric	\$70				\$70	\$1,433	\$1,503
Propane					\$0	\$695	\$695
Water	\$10				\$10	\$580	\$590
Dispatch Co-Op Fees					\$0	\$0	\$0
Internet Service	\$97				\$97	\$1,560	\$1,657
Security-Firehouse					\$0	\$308	\$308
Fuel Expenses/Mileage	-\$11				-\$11	\$1,360	\$1,349
Office Supplies	\$235				\$235	\$1,285	\$1,520
Medical Supplies					\$0	\$200	\$200
Education Expense					\$0	\$1,500	\$1,500
Building Maintenance					\$0	\$200	\$200
Turnout Maintenance					\$0	\$200	\$200
Small Tools	\$0				\$0	\$500	\$500
Extinguishers	\$475				\$475	\$200	\$675
Radio					\$0	\$200	\$200
SCBA					\$0	\$1,500	\$1,500
Grounds					\$0	\$100	\$100
Trucks					\$0	\$4,000	\$4,000
Small Equipment					\$0	\$2,000	\$2,000
Protective Gear/Hoses	\$222				\$222	\$50	\$272
Chiefs Incentive					\$0	\$2,000	\$2,000
Interest Expense					\$0	\$9,508	\$9,508
Payroll	-\$4				-\$4	\$1,686	\$1,682
Fire Grant Expenses					\$0	\$0	\$0
Licenses					\$0	\$0	\$0
Total	\$941	\$0	\$0	\$0	\$941	\$61,194	\$62,135
Results of Operations	\$349	\$0	\$0	\$0	\$349	\$42,383	\$42,732
Other Income/Expense							
Grant/In Kind Revenue						\$0	\$0
Interest Earnings						\$2,900	\$2,900
Donations						\$0	\$0
Less Depreciation						\$47,750	\$47,750
Less Fire Grant Expense						\$0	\$0
Net Other Income/Expense	\$0	\$0	\$0	\$0	\$0	-\$44,850	-\$44,850
Net Income	\$349	\$0	\$0	\$0	\$349	-\$2,467	-\$2,118

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 6.3

Agenda Title: Annual wastewater dry weather flow report

Meeting Date: 10/22/2019

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

This calculation is required by our contract with the City of Arcata for sewer treatment. The 2019 average dry flow per Residential Dwelling Equivalent (RDE) is 35,221 gallons or 49.47% of the maximum that our contract allows, as measured by the Average Day Dry Month (ADDM). Based on our contract language the District potentially has room for approximately 125 RDE.

Attached are the dry weather flows for 2016 – 2019. In 2016 flows averaged 3.6 million gallons with a potential RDU of 143.

Recommendation:

Review and approve the report as presented.

2016 Sewer Dry Weather Flows					
				AVG/RDE	% ADDM
				287	71,200
	Gallons	Days	Per Day	Per RDE	% Used
Jun-16	945,520	30	31,517	110	44.27%
Jul-16	952,360	31	30,721	107	43.15%
Aug-16	903,590	31	29,148	102	40.94%
Sep-16	878,210	30	29,274	102	41.11%
Totals/Averages	3,679,680	122	30,161	105	42.36%
Potential RDU				143	
2017 Sewer Dry Weather Flows					
				AVG/RDE	% ADDM
				287	71,200
	Gallons	Days	Per Day	Per RDE	% Used
Jun-17	1,351,983	30	45,066	157	63.30%
Jul-17	988,271	31	31,880	111	44.77%
Aug-17	1,009,571	31	32,567	113	45.74%
Sep-17	986,023	30	32,867	115	46.16%
Totals/Averages	4,335,848	122	35,540	124	49.92%
Potential RDU				124	
2018 Sewer Dry Weather Flows					
				AVG/RDE	% ADDM
				287	71,200
	Gallons	Days	Per Day	Per RDE	% Used
Jun-18	1,259,934	30	41,998	146	58.99%
Jul-18	1,055,845	31	34,060	119	47.84%
Aug-18	1,109,567	31	35,792	125	50.27%
Sep-18	954,048	30	31,802	111	44.67%
Totals/Averages	4,379,394	122	35,897	125	50.42%
Potential RDU				123	
2019 Sewer Dry Weather Flows					
				AVG/RDE	% ADDM
				287	71,200
	Gallons	Days	Per Day	Per RDE	% Used
Jun-19	1,115,019	30	37,167	130	52.20%
Jul-19	1,104,738	31	35,637	124	50.05%
Aug-19	1,111,757	31	35,863	125	50.37%
Sep-19	965,414	30	32,180	112	45.20%
Totals/Averages	4,296,928	122	35,221	123	49.47%
Potential RDU				125	