



**Notice is hereby given that a
REGULAR MEETING
Of the Board of Directors will be held at:
4584 Fieldbrook Road, Fieldbrook CA 95519**

Tuesday, December 14, 2021

Fieldbrook Fire Hall & Teleconference, 7:30 PM
AGENDA

A. Roll Call

The Presiding officer will call the meeting to order, and the clerk will call the roll of members to determine the presence of a quorum.

In accordance with the Governor's Executive Orders N-25-20 and N-29-20 SCSD Board of Directors shall conduct the district's business via teleconference. This meeting may be accessed by using the following call-in number: 1- 669-900-9128. When prompted enter the meeting i.d. 849 0788 5446. Please submit public comments in writing 24 hours ahead of the meeting, if possible.

B. Agenda Modification

The Board may adopt/revise the order of the agenda as presented.

C. Public Comments

Regularly scheduled meetings provide an opportunity for members of the public to directly address the FGCSB Board Members on any action item that has been described in the agenda for the meeting, before or during consideration of that item, or on matters not identified on the agenda within the Board's jurisdiction. No action will be taken on non-agenda items.

D. Reports

- 1.1 Wastewater Report
- 1.2 District Engineer Report
 - 1.2.1 Glendale Hydraulic Study memo.
 - 1.2.2 Anker Tank Replacement project report`
- 1.3 Fire Chief Report
 - 1.3.1 Call/Incident report
- 1.4 Safety Report
- 1.5 General Manager Report
- 1.6 Director Reports

E. Consent Agenda

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

Tuesday, December 14, 2021

AGENDA

Approval of Minutes

- 2.1 Regular Board Meeting, November 16, 2021.

Correspondence

- 3.1 Humboldt County annual encroachment permit.

Financial Reports

- 4.1 Interfund Transfers, \$185,648.25
- 4.2 Check/EFT Payments, (#6672-6708) \$184,603.98
- 4.3 Payroll, \$3,347.22.
- 4.4 General Journal Entries, #521
- 4.5 HC Warrant Request for Fire Funds, \$35,000.
- 4.6 Mileage Reimbursements, \$448.90.

F. Business Items Action/Information

- 5.1 Reconsider, Request for road maintenance funds, Red Rock Lane. Action.
- 5.2 Receive audit for fiscal year 2021. Action.
- 5.3 Election of Officers for calendar year 2022. Action.
- 5.4 Set Board Calendar for 2022. Action.
- 5.5 Roster of Public Officials 2022. Action.
- 5.6 Policy Committee appointments. Action.

G. Public Hearings

- 6.1 None.

H. Closed Session

- 7.1 None.

I. Future Agenda Items

- 8.1 CPI Rate adjustments for water and sewer. January.
- 8.2 CPI Wage adjustments for 2022. January.
- 8.3 Quarterly financial reports and budget adjustments. January.

J. Adjournment/Announcements

- 9.1 Next regular meeting, January 25, 2022.

Notice regarding the Americans with Disabilities Act: The District adheres to the Americans with Disabilities Act. Persons requiring special accommodations or more information about accessibility should contact the District Office. Notice regarding Rights of Appeal: Persons who are dissatisfied with the decisions of the FGCSB Board of Directors have the right to have the decision reviewed by a State Court.

718 Third Street,
Eureka, California 95501
United States
www.ghd.com



Our ref: 12565692

December 02, 2021

Richard Hanger, General Manager
Fieldbrook Glendale CSD
4584 Fieldbrook Road
Fieldbrook, CA 95519

RE: November 2021 Hydraulic Systems Alternatives Analysis Invoice Memo

Dear Richard,

This memo provides an update on progress for the Fieldbrook-Glendale Community Services District's (FGCSD, District) Hydraulic Systems Alternatives Analysis project for work completed by GHD during the months of October and November 2021.

The project kicked off in October with the assembly of our hydraulic modelling team. Existing reports and data supplied by and prepared for the District were reviewed in order to seek out further data and information regarding the existing model. Given the status of the model and the desired modeling results, it was determined that the 2019 hydraulic model would need to be updated to reflect system materials, current and future demand volumes and locations most accurately, and PRV device settings.

After the model updates were completed, all three modeling scenarios have been incorporated into the model and initially optimized. Initial results are detailed as follows:

- Alternative 1: 200k Gallon Storage Tank Upstream of Lyman Rd Booster Pumpstation

The tank would be placed at an elevation of 325 ft MSL within one of the predefined parcels as identified by the District. The fire flow criteria are set to maintain 20 psi at a fire hydrant using a flow of 1,500 gpm for two hours. Most of the proposed nodes can meet this requirement, however, two nodes are not capable of meeting the requirement of 1,500 gpm with the available fire flow being 701 gpm and 573 gpm respectively. Flow velocities in all pipe segments are less than 6 feet per second (ft/s).

- Alternative 2: Fire Pump Station at 2 proposed locations

The first Fire Pump Station is proposed near existing Korblex tank with a pump flow of 4,500gpm and operating head of 310 ft. The fire flow criteria are to maintain 20 psi at a fire hydrant using a flow of 1,500 gpm for two hours. Most of the proposed nodes can meet this requirement, however, two nodes are not capable of meeting the requirement of 1,500 gpm with the available fire flow being 987 gpm and 1,054 gpm respectively. Flow velocities in most of pipe segments are less than 6 feet per second (ft/s).

The second Fire Pump Station is proposed near Essex between the tee node to Lyndley road and the tee node to Fieldbrook road with a pump flow of 2,600gpm and head of 250ft. The fire flow criteria are to maintain 20 psi at a fire hydrant using a flow of 1,500 gpm for two hours. Most of the proposed

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nodes can meet this requirement, however, two nodes are not capable of meeting the requirement of 1,500 gpm with the available fire flow being 948 gpm, 460 gpm and 1,019 gpm respectively. Flow velocities in most of pipe segments are less than 6 feet per second (ft/s).

- Alternative 3: Backflow from PZ2 to PZ1 at PRV

As designed, the Lyman Road BPS has a pressure-reducing valve that would allow water in PZ2 to flow back to PZ1 when pressure drops in PZ1 below an adjustable threshold and the BPS is not operating. The fire flow criteria are to maintain 20 psi at a fire hydrant using a flow of 1,500 gpm for two hours. Most of the proposed nodes can meet this requirement, however, seven nodes are not capable of meeting the requirement of 1,500 gpm with the available fire flow being below 1,000 gpm for the remaining nodes. Flow velocities in most of pipe segments are less than 6 feet per second (ft/s).

We have been in contact with various pump and tank vendors in order to specify operational criteria and system set points to establish a more refined and applicable model to the District's goals, as well as provide accurate cost estimates.

Next steps include refinement of the model runs to optimize sizing and location to ideally achieve adequate flow rates in all respective nodes, develop energy efficiency considerations, and continued development of the summary report.

The following provides a percentage complete of the project tasks.

Table 1 [Insert Table Caption]

Task	Budget	Percent Complete	Budget Remaining
1. Project Management	\$3,200	47%	\$1,645
2. Interim Backflow Concept Design	\$9,700	52%	\$4,640
3. Water Tank and Fire Pump Station	\$21,600	55%	\$9,807
4. Cost Estimate and Energy Efficiency Analysis	\$6,700	0%	\$6,700
5. Summary Report	\$2,800	0%	\$2,800

Please reach out with any questions or comments.

Regards,

Ryan Doyle
Project Engineer
+1.707.273.8784
ryan.doyle@ghd.com

Rebecca Crow
Technical Director
+1.707.497.9294
rebecca.crow@ghd.com



Notice is hereby given that a
REGULAR MEETING
Of the Board of Directors will be held at:
4584 Fieldbrook Road, Fieldbrook CA 95519

Tuesday, November 16, 2021

Fieldbrook Fire Hall & Teleconference, 7:30 PM
AGENDA

A. Roll Call

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

B. Agenda Modification

None.

C. Public Comments

No comments.

D. Reports

1.1 Wastewater Report

Sewer Technician Grant Weaver reported the rebuilt pump for station two had been installed but wasn't working properly and will be pulled and sent to Industrial Electric for testing/repair. Hooven has sealed three areas of infiltration and identified two additional sites for sealing. We are anticipating a quote for "shelf" parts for the main station pump site from "An Electrician". Brief discussion of purchasing a camera for line maintenance.

1.2 District Engineer Report

1.2.1 Muni Meeting report – no meeting.

1.2.2 Anker Tank Replacement project report`

District Engineers Rebecca Crow and Hannah Gidanian presented a memo proposing an amendment to the Anker Tank Water Project. Following a meeting with HBMWD it was suggested that a glass fused steel tank may be a better option than the original proposed bolted steel epoxy coated tank. GHD anticipates approximately eight hours of staff time to update the benefit cost analysis for FEMA. General Manager Richard Hanger has directed the Engineers to seek an amendment to the FEMA grant and complete an application to NCRP for funding from the 2021 Urban and Multibenefit Drought Relief Grant Program.

Meeting Materials may be accessed at:

<https://fieldbrookglendalecsd.specialdistrict.org/board-meetings>

Tuesday, November 16, 2021

AGENDA

1.3 Fire Chief Report

1.3.1 Call/Incident report

Fire Chief Jack Sheppard reported five medical calls, two auto accidents, one public assist, and three cancelled calls.

1.4 Safety Report (11/01/2021) – received and filed.

1.5 General Manager Report

General Manager Richard Hanger reported the 2021 annual audit was in draft form and being finalized. Also, he reported a public records request has been received requesting copies of correspondence and/or any records regarding Kernan Construction.

1.6 Director Reports – None.

E. Consent Agenda

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

Approval of Minutes

2.1 Regular Board Meeting, October 26, 2021.

Correspondence

3.1

Financial Reports

4.1 Interfund Transfers, \$94,736.99

4.2 Check/EFT Payments, (#6619-6649) \$94,960.18

4.3 Payroll, \$3,162.36.

4.4 General Journal Entries, #521

Vice-President Starr Kilian moved to approve the consent agenda as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Garlick, and Miller voting aye. Director Grissom was absent.

F. Business Items Action/Information

5.1 Request for road maintenance funds, Red Rock Lane. Action.

Vice-President Starr Kilian moved to approve the request for road maintenance funds equal to 40% of the project and not to exceed \$1,800.00, provided the repair work is completed at the end of the Anker Tank replacement project. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, and Miller voting aye. Director Garlick abstained, and Director Grissom was absent.

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Tuesday, November 16, 2021

AGENDA

5.2 Board Policy 2115, Credit Card Use. Action.

Director Jason Garlick moved to approve board policy 2115, Credit Card Use, as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Garlick, and Miller voting aye. Director Grissom was absent.

5.3 Board Policy 2120, Employment of Outside Contractors and Consultants. Action.

Director Jason Garlick moved to approve board policy 2120, Employment of Outside Contractors and Consultants, as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Garlick, and Miller voting aye. Director Grissom was absent.

5.4 Board Policy 2125, Expense Authorization. Action.

Director Janet Miller moved to approve board policy 2125, Expense Authorization, as presented. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Garlick, and Miller voting aye. Director Grissom was absent.

G. Public Hearings

6.1 None.

H. Closed Session

7.1 None.

I. Future Agenda Items

8.1 Receive audit for fiscal year 2021. December.

8.2 Election of Officers for calendar year 2022. December.

8.3 Set Board Calendar for 2022. December.

8.4 Roster of Public Officials 2022. December.

8.5 Policy Committee appointments. December.

J. Adjournment/Announcements

9.1 Next regular meeting, December 14, 2021.

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Tuesday, November 16, 2021

AGENDA

Meeting adjourned at 8:27 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments

CCCU fund transfer

Initialed disbursement register

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DEPARTMENT OF PUBLIC WORKS
COUNTY OF HUMBOLDT
 MAILING ADDRESS: 1106 SECOND STREET, EUREKA, CA 95501-0579
 AREA CODE 707

2209

On-line
 Web: humboldtgov.org

Administration 445-7491
 Business 445-7652
 Engineering 445-7377
 Facility Management 445-7621

Public Works Building
 Second & L St., Eureka
 Fax 445-7409

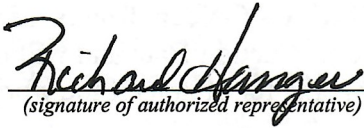

Natural Resources 445-7741
 Natural Resource Planning 267-9542
 Parks 445-7651
 Roads 445-7421

Clark Complex
 Harris & H St., Eureka
 Fax 445-7388
 Land Use 445-7205

Permittee: **FIELDBROOK CSD**
 Address: **P.O. BOX 2715**
McKinleyville, CA 95519

ANNUAL ENCROACHMENT PERMIT

Permit No.: 2209
 Valid Dates: 01/01/2022 through 12/31/2022

Authorized Signatures - (not valid unless signed by County)	
Permittee	County of Humboldt
By:  <i>(signature of authorized representative)</i>	
Name Printed: <u>Richard Hanger</u>	Engineering Technician
Email: <u>GM@FGCSO.ORG</u>	3015 "H" Street
Telephone: <u>707-443-3316</u>	Eureka, CA 95501
	(707) 445-7205

In compliance with your request and subject to all the terms, conditions, and restrictions written below or printed as general or special provisions on any part of this form and/or attachments, permission is hereby granted for the following work:

To **REPAIR** or **REPLACE** any **EXISTING** underground and/or overhead facilities and the installation of new lateral service connections located within the County highway or right of way.

All work shall be to County standards per Humboldt County Code Title IV, Division 1, Chapter 1, and Sections 1463 and 1469 of the Streets and Highways Code of the State of California, pertaining to the protection and control of County roads. All activities within the right of way under the terms of this Annual "Blanket" Encroachment Permit shall be performed in conformance with the requirements of said Chapter 1 and the specific requirements contained herein.

SPECIFIC REQUIREMENTS:

1. This Annual Encroachment Permit authorizes all routine maintenance of **Permittee owned facilities** within County right of way, work to be done by the **Permittee's own forces**.



**Fieldbrook Glendale
Community Services District**

water · sewer · fire

**REGULAR MEETING OF THE
BOARD OF DIRECTORS**

December 14, 2021

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

Please transfer the following

From: Business Liquid Asset Account \$ 150,648.25
To: Water Checking \$ 150,648.25

12/14/2021	
Check Register	\$ 184,603.98
#6672-6708	\$ 171,964.24
Other Deposit	\$ 12,639.74
	\$ -
Transfer Totals	\$ (150,648.25)
Anker Tank Project	\$ 30,942.64
Fire	\$ 31,184.95
Sewer	\$ 37,495.20
Water	\$ 86,025.46
Reduce Water Transfe	\$ (35,000.00)
Gross Pay	\$ 3,347.22
<Net Pay>	\$ (2,562.45)
Empr. Taxes	\$ 259.50
Adjustments	
EDD	\$ -
EDD	\$ -
IRS	\$ -
	\$ -
Reconciliation	\$ (149,603.98)
Balance	\$ -

Fieldbrook Glendale Community Services District
Interfund Activity Report
As of December 14, 2021

Type	Date	Num	Name	Account	Class	Amount	Balance
Anker Tank Replacement							9,765.50
Bill	11/30/2021	380-0...	Anker T...	5810.10 · Phase 1b (Phase 1b)	Enterprise:A...	21,177.14	30,942.64
Total Anker Tank Replacement						21,177.14	30,942.64
Interfund Expenses/Fire							10,724.77
Bill	11/18/2021	586813	Interfun...	5346 · Security - Firehouse (Advanced Secutit...	Fire Depart...	79.50	10,804.27
Bill	11/19/2021	50718...	Interfun...	1666.06 · Ford F-150 (Ford F-150)	Fire Depart...	3,871.02	14,675.29
Bill	11/20/2021	P1-67...	Interfun...	5390.02 · Office Software (Software licenses a...	Fire Depart...	2.00	14,677.29
Bill	11/20/2021	435639	Interfun...	5400.02 · Building Maintenance (Building Main...	Fire Depart...	54.93	14,732.22
Bill	11/24/2021	1563-...	Interfun...	5320 · Electric (Electric)	Fire Depart...	139.62	14,871.84
Bill	11/26/2021	8093-...	Interfun...	5400.10 · Trucks (Trucks)	Fire Depart...	376.05	15,247.89
Bill	11/29/2021	30954	Interfun...	5400.10 · Trucks (Trucks)	Fire Depart...	1,612.20	16,860.09
Bill	11/30/2021	CL 21...	Interfun...	5365 · Fuel Expenses (Fuel Expenses)	Fire Depart...	239.94	17,100.03
Bill	11/30/2021	Nov 2...	Interfun...	5335 · Water (Water)	Fire Depart...	50.51	17,150.54
Bill	12/01/2021	9469	Interfun...	5345 · Internet Service (Internet Service)	Fire Depart...	287.71	17,438.25
Bill	12/01/2021	8093-...	Interfun...	5400.10 · Trucks (Trucks)	Fire Depart...	258.58	17,696.83
Bill	12/02/2021	12246	Interfun...	5250 · Dues & Memberships	Fire Depart...	42.50	17,739.33
Bill	12/06/2021	Paym...	Interfun...	2090 · C/P Note/Payble Fire/Water Hall (Note ...	Fire Depart...	3,460.76	21,200.09
Bill	12/06/2021	Paym...	Interfun...	5650 · Interest Expense	Fire Depart...	2,711.12	23,911.21
Bill	12/06/2021	Paym...	Interfun...	2091 · C/P Note Payable Fire/Water Trk (C/P ...	Fire Depart...	5,504.32	29,415.53
Bill	12/06/2021	Paym...	Interfun...	5650 · Interest Expense	Fire Depart...	1,371.69	30,787.22
Bill	12/06/2021	Dec 2...	Interfun...	5075 · Chief Expenses - Fire (Chief Expenses ...	Fire Depart...	49.00	30,836.22
Bill	12/08/2021	8846-...	Interfun...	5150.05 · Air Med Care (Air Med Care Insuran...	Fire Depart...	37.00	30,873.22
Bill	12/08/2021	Dec 2...	Interfun...	5345 · Internet Service (Internet Service)	Fire Depart...	159.36	31,032.58
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Fire Depart...	136.88	31,169.46
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.00	31,169.46
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Fire Depart...	8.49	31,177.95
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Fire Depart...	1.99	31,179.94
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.00	31,179.94
Bill	12/10/2021	Mileag...	Interfun...	5390.01 · Office Supplies (Supplies (paper, to...	Fire Depart...	5.01	31,184.95
Total Interfund Expenses/Fire						20,460.18	31,184.95
Interfund Expenses/Sewer							85.09
Bill	11/20/2021	P1-67...	Interfun...	5390.02 · Office Software (Software licenses a...	Enterprise:S...	2.00	87.09
Bill	11/24/2021	0213-...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	78.99	166.08
Bill	11/30/2021	00072...	Interfun...	5020 · Purchased Sewer Services (Purchased...	Enterprise:S...	14,824.94	14,991.02
Bill	11/30/2021	00072...	Interfun...	5020 · Purchased Sewer Services (Purchased...	Enterprise:S...	60.49	15,051.51
Check	11/30/2021	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:S...	17.06	15,068.57
Bill	11/30/2021	61378	Interfun...	5625.02 · Merchant Fees (Merchant Fees)	Enterprise:S...	77.54	15,146.11
Bill	11/30/2021	0912-...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	531.02	15,677.13
Bill	11/30/2021	Nov 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:S...	496.32	16,173.45
Bill	11/30/2021	Nov 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:S...	393.24	16,566.69
Bill	11/30/2021	Nov 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:S...	2,472.07	19,038.76
Bill	11/30/2021	Nov 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:S...	99.09	19,137.85
Bill	12/01/2021	9469	Interfun...	5345 · Internet Service (Internet Service)	Enterprise:S...	1,749.40	20,887.25
Bill	12/02/2021	IN41994	Interfun...	1648 · Major Repairs (Major Repairs)	Enterprise:S...	8,317.60	29,204.85
Bill	12/06/2021	Paym...	Interfun...	2330 · C/P Note Payable Sewer to Water (C/P...	Enterprise:S...	4,374.03	33,578.88
Bill	12/06/2021	Paym...	Interfun...	5650 · Interest Expense	Enterprise:S...	1,090.02	34,668.90
Bill	12/08/2021	Mileag...	Interfun...	5366 · Mileage & Travel (Mileage & Travel)	Enterprise:S...	367.92	35,036.82
Paycheck	12/08/2021	6696	Interfun...	6560 · Payroll Expenses	Enterprise:S...	215.67	35,252.49
Paycheck	12/08/2021	6696	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.21	35,252.70
Paycheck	12/08/2021	6696	Interfun...	6560 · Payroll Expenses	Enterprise:S...	13.37	35,266.07
Paycheck	12/08/2021	6696	Interfun...	6560 · Payroll Expenses	Enterprise:S...	3.13	35,269.20
Paycheck	12/08/2021	6696	Interfun...	6560 · Payroll Expenses	Enterprise:S...	3.23	35,272.43
Paycheck	12/08/2021	6697	Interfun...	6560 · Payroll Expenses	Enterprise:S...	1,078.35	36,350.78
Paycheck	12/08/2021	6697	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	36,350.78
Paycheck	12/08/2021	6697	Interfun...	6560 · Payroll Expenses	Enterprise:S...	66.85	36,417.63
Paycheck	12/08/2021	6697	Interfun...	6560 · Payroll Expenses	Enterprise:S...	15.64	36,433.27
Paycheck	12/08/2021	6697	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	36,433.27
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:S...	958.16	37,391.43
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	37,391.43
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:S...	59.40	37,450.83
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:S...	13.90	37,464.73
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	37,464.73
Bill	12/10/2021	Mileag...	Interfun...	5390.01 · Office Supplies (Supplies (paper, to...	Enterprise:S...	30.47	37,495.20
Total Interfund Expenses/Sewer						37,410.11	37,495.20

Fieldbrook Glendale Community Services District
Interfund Activity Report
As of December 14, 2021

Type	Date	Num	Name	Account	Class	Amount	Balance
Interfund Expenses/Water							102.05
Bill	11/20/2021	P1-67...	Interfun...	5390.02 · Office Software (Software licenses a...	Enterprise:...	2.00	104.05
Bill	11/24/2021	9923-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	48.92	152.97
Bill	11/24/2021	0097-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	24.65	177.62
Check	11/30/2021	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:...	22.94	200.56
Bill	11/30/2021	61378	Interfun...	5625.02 · Merchant Fees (Merchant Fees)	Enterprise:...	104.28	304.84
Bill	11/30/2021	Nov 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	940.84	1,245.68
Bill	11/30/2021	Nov 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	12,507.40	13,753.08
Bill	11/30/2021	Nov 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	1,851.24	15,604.32
Bill	11/30/2021	Nov 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	724.55	16,328.87
Bill	11/30/2021	Nov 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	-5.75	16,323.12
Bill	11/30/2021	Nov 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:...	545.36	16,868.48
Bill	11/30/2021	Nov 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:...	432.09	17,300.57
Bill	11/30/2021	Nov 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:...	2,716.29	20,016.86
Bill	11/30/2021	Nov 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD A...	Enterprise:...	108.88	20,125.74
Bill	11/30/2021	Nov 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	10,283.60	30,409.34
Bill	11/30/2021	Nov 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	1,333.83	31,743.17
Bill	11/30/2021	Nov 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	458.90	32,202.07
Bill	11/30/2021	Nov 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	273.29	32,475.36
Bill	11/30/2021	Nov 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	2,281.33	34,756.69
Bill	11/30/2021	Nov 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	1,757.50	36,514.19
Bill	11/30/2021	Nov 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	1,419.59	37,933.78
Bill	11/30/2021	Nov 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	80.64	38,014.42
Bill	11/30/2021	Nov 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	111.37	38,125.79
Bill	12/01/2021	9469	Interfun...	5345 · Internet Service (Internet Service)	Enterprise:...	2,612.89	40,738.68
Bill	12/01/2021	2201D...	Interfun...	2080 · C/P D/G Deferred Interest (Current Por...	Enterprise:...	3,228.17	43,966.85
Bill	12/01/2021	2201D...	Interfun...	2075 · C/P Davis Grunsky Principal (Current P...	Enterprise:...	17,525.87	61,492.72
Bill	12/01/2021	2201D...	Interfun...	5650 · Interest Expense	Enterprise:...	3,162.27	64,654.99
Bill	12/02/2021	380-0...	Interfun...	5122 · Special Studies (Engineering Fees proj...	Enterprise:...	18,408.52	83,063.51
Bill	12/02/2021	46765	Interfun...	5400.01 · Line Repairs Maintenance (Line Re...	Enterprise:...	1,640.00	84,703.51
Bill	12/06/2021	Dec 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	49.00	84,752.51
Bill	12/06/2021	Dec 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	49.00	84,801.51
Bill	12/06/2021	Dec 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	49.00	84,850.51
Bill	12/06/2021	Dec 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	49.00	84,899.51
Bill	12/06/2021	Dec 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fee...	Enterprise:...	49.00	84,948.51
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:...	958.16	85,906.67
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	85,906.67
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:...	59.40	85,966.07
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:...	13.89	85,979.96
Paycheck	12/08/2021	6698	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	85,979.96
Bill	12/10/2021	Mileag...	Interfun...	5366 · Mileage & Travel (Mileage & Travel)	Enterprise:...	45.50	86,025.46
Total Interfund Expenses/Water						85,923.41	86,025.46
TOTAL						164,970.84	185,648.25

Fieldbrook Glendale Community Services District
Check Register for this Month
November 17 through December 14, 2021

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	11/17/2021	6672	Sudden Link	-159.36
Bill Pmt -Check	11/17/2021	6673	GHD, Inc	-9,765.50
Bill Pmt -Check	11/17/2021	E-Pay	XPress Bill Pay	-187.14
Bill Pmt -Check	11/19/2021	6674	Superior Installs	-7,648.44
Bill Pmt -Check	11/19/2021	6675	SDRMA	-1,669.71
Bill Pmt -Check	11/23/2021	E-Pay	Intuit Quick Books	-6.00
Bill Pmt -Check	11/30/2021	E-Pay	Verizon	-129.35
Transfer	11/30/2021			12,639.74
Check	11/30/2021	E-Pay	Coast Central Credit ...	-40.00
Bill Pmt -Check	12/03/2021	E-Pay	XPress Bill Pay	-181.82
Bill Pmt -Check	12/03/2021	6676	ACE Hardware	-69.79
Bill Pmt -Check	12/03/2021	6677	Advanced Security Sy...	-79.50
Bill Pmt -Check	12/03/2021	6678	Alves Inc.	-1,640.00
Bill Pmt -Check	12/03/2021	6679	AT&T	-116.21
Bill Pmt -Check	12/03/2021	6680	City of Arcata	-14,885.43
Bill Pmt -Check	12/03/2021	6681	CSFA	-42.50
Bill Pmt -Check	12/03/2021	6682	FGCSD	-18,511.94
Bill Pmt -Check	12/03/2021	6683	Fieldbrook Glendale C...	-50.51
Bill Pmt -Check	12/03/2021	6684	GHD, Inc	-39,585.66
Bill Pmt -Check	12/03/2021	6685	Industrial Electric	-8,317.60
Bill Pmt -Check	12/03/2021	6686	McCrea Motors	-3,871.02
Bill Pmt -Check	12/03/2021	6687	PG&E	-292.18
Bill Pmt -Check	12/03/2021	6688	Valley Pacific	-239.94
Bill Pmt -Check	12/03/2021	6689	Jack Sheppard	-49.00
Bill Pmt -Check	12/03/2021	6690	Janet Miller	-49.00
Bill Pmt -Check	12/03/2021	6691	Jason Garlick	-49.00
Bill Pmt -Check	12/03/2021	6692	Rich Grissom	-49.00
Bill Pmt -Check	12/03/2021	6693	Roy Sheppard	-49.00
Bill Pmt -Check	12/03/2021	6694	Starr Kilian	-49.00
Bill Pmt -Check	12/04/2021	6695	Infinite Consulting Ser...	-4,650.00
Paycheck	12/08/2021	6696	Brian D. Carr	-196.58
Paycheck	12/08/2021	6697	Grant Weaver	-962.92
Paycheck	12/08/2021	6698	Richard A Hanger	-1,402.95
Bill Pmt -Check	12/08/2021	6699	Air Med Care Network	-37.00
Bill Pmt -Check	12/08/2021	6700	Grant Weaver.	-367.92
Bill Pmt -Check	12/08/2021	6701	Sudden Link	-159.36
Bill Pmt -Check	12/10/2021	6702	Bedliners Plus	-1,612.20
Bill Pmt -Check	12/10/2021	6703	Department of Water ...	-23,916.31
Bill Pmt -Check	12/10/2021	6704	Humboldt Bay M&O	-25,263.39
Bill Pmt -Check	12/10/2021	6705	Humboldt Bay Munici...	-16,018.28
Bill Pmt -Check	12/10/2021	6706	Ken's Auto Parts	-1,621.47
Bill Pmt -Check	12/10/2021	6707	PG&E	-531.02
Bill Pmt -Check	12/10/2021	6708	Richard A. Hanger	-80.98
Total 1015 · Water Dept Checking (Water Dept Checking)				-171,964.24
Total 1012 · General Fund Checking (All Funds)				-171,964.24
Total 1000 · Coast Central Credit Un.				-171,964.24
TOTAL				-171,964.24

**Fieldbrook Glendale Community Services District
Payroll Summary**

November 17 through December 14, 2021

	Brian D. Carr			Grant Weaver			Richard A Hanger			TOTAL		
	Hours	Rate	Nov 17 - Dec 14, 21	Hours	Rate	Nov 17 - Dec 14, 21	Hours	Rate	Nov 17 - Dec 14, 21	Hours	Rate	Nov 17 - Dec 14, 21
Employee Wages, Taxes and Adjustments												
Gross Pay												
Hourly Rate	7	30.81	215.67	35	30.81	1,078.35	60	34.22	2,053.20	102.00		3,347.22
Hourly Sick		30.81	0.00		30.81	0.00		34.22	0.00			0.00
Total Gross Pay	<u>7</u>		<u>215.67</u>	<u>35</u>		<u>1,078.35</u>	<u>60</u>		<u>2,053.20</u>	<u>102.00</u>		<u>3,347.22</u>
Adjusted Gross Pay	7		215.67	35		1,078.35	60		2,053.20	102.00		3,347.22
Taxes Withheld												
Federal Withholding			0.00			-20.00			-315.00			-335.00
Medicare Employee			-3.13			-15.64			-29.78			-48.55
Social Security Employee			-13.37			-66.85			-127.29			-207.51
CA - Withholding			0.00			0.00			-153.55			-153.55
CA - Disability Employee			-2.59			-12.94			-24.63			-40.16
Medicare Employee Addl Tax			0.00			0.00			0.00			0.00
Total Taxes Withheld			<u>-19.09</u>			<u>-115.43</u>			<u>-650.25</u>			<u>-784.77</u>
Net Pay	<u>7</u>		<u>196.58</u>	<u>35</u>		<u>962.92</u>	<u>60</u>		<u>1,402.95</u>	<u>102.00</u>		<u>2,562.45</u>
Employer Taxes and Contributions												
Medicare Company			3.13			15.64			29.78			48.55
Social Security Company			13.37			66.85			127.29			207.51
CA - Unemployment Company			3.23			0.00			0.00			3.23
CA - Employment Training Tax			0.21			0.00			0.00			0.21
Total Employer Taxes and Contributions			<u>19.94</u>			<u>82.49</u>			<u>157.07</u>			<u>259.50</u>

Fieldbrook Glendale Community Services District
Journal

November 17 through December 14, 2021

Trans #	Type	Date	Num	Name	Memo	Account	Debit	Credit
18583	General Journal	11/30/2021	521		November 2021 Depreciation	5350 · Depreciation ...	15,558.00	
					November 2021 Depreciation	1710 · Water Accum...		3,671.00
					November 2021 Depreciation	1720 · Sewer Accum...		7,559.00
					November 2021 Depreciation	1730 · Fire Accumula...		4,328.00
							15,558.00	15,558.00
TOTAL							15,558.00	15,558.00



**Fieldbrook Glendale
Community Services District**
water • sewer • fire

Roy Sheppard
President

Starr Kilian
Vice-President

Richard Grissom
Director

Jason Garlick
Director

Janet Miller
Director

Richard Hanger
General Manager

Jack Sheppard
Fire Chief

Grant Weaver
Sewer Technician

December 14, 2021

County of Humboldt
Auditor/Controllers Office
525 Fifth Street
Eureka, CA 95501

Subject: Warrant request

To Whom it may concern,
Enclosed is a warrant request for \$35,000 payable to the Fieldbrook Glendale Community Services District. The request for funds was approved by the Board of Directors at its regularly scheduled board meeting on December 14, 2021. The warrant request has been signed by two board members and the General Manager.

Sincerely yours,

Starr Kilian
Vice-President

COUNTY OF HUMBOLDT
State of California

Pay to the order of: FIELDBROOK GLENDALE - CSD
P.O. BOX 2715
MCKINLEYVILLE, CA 95519-2715

Fiscal Year: 2022

ATTACH ORIGINAL INVOICE OR BACK-UP DOCUMENTATION

INVOICE #	VENDOR ID	INVOICE DATE	AMOUNT	ACCOUNT NUMBER		DESCRIPTION (22 spaces)	EX/UTAX	CUSTOMER ACCOUNT NUMBER
				FUND/DEPT	Object			
121421	VNF00188	12-14-21	35,000.00	3530000	5230	To checking acct		
TOTAL CLAIMED:			\$0.00					

Notes:

Prepared by: *Richard Hengow*

DEPARTMENTAL NOTATIONS:

Phone Number:

707 443 3316

Approved by:

Date: 12.10.21 3/5/2019

The undersigned, under penalty of perjury, states that the items listed on the above claim are true and correct, that the amounts are properly due this claimant, that no items have been previously certified from my own knowledge, that the articles or services listed on the above claim were ordered for use by the department for the purpose indicated and that the articles or services have been delivered or performed.

I have reviewed the above claim for propriety and accuracy.

(Auditor's Office Use Only)

Request for Mileage Reimbursement Form

Employee Name
Home Address
City, State Zipcode
Account Number:

Richard Hanger
On File
On File
N/A

Rate Per Mile
Total Mileage
Total Reimbursement

\$0.560
144.60
\$80.98

NOTE: The IRS periodically changes the per mile reimbursement rate.

Date	Starting Location	Destination	Description/Notes	Odometer Start	Odometer End	Mileage	Expense
11/16/2021	Home Office	Firehall	Board Meeting	55,290.4	55,332.2	42	\$23.41
11/22/2021	Home Office	Royal Gold, Fieldbrook for check signatures, McCrean Niss	Meter reading, check signatures, Command Truck at Nissan	55,332.2	55,384.0	52	\$29.01
12/9/2021	Home Office	McKinleyville Mail, Fieldbrook Mail, Audit Pick Up Eureka	Mail and Audit	55,399.0	55,450.0	51	\$28.56
Fee Calculator based on budgeted expenses 2022							
	Enter Amount	\$					\$0.00
	Water	\$					\$0.00
	Sewer	\$					\$0.00
	Fire	\$					\$0.00
	Budgeted Expense		%				\$0.00
	Water	\$ 538,953					\$0.00
	Sewer	\$ 360,844					\$0.00
	Fire	\$ 59,346					\$0.00
	Total	\$ 959,143					\$0.00

Requester (signature):

Richard Hanger

Date: 12/10/2021

Authorized Approver (signature):

Board Approval

Date: 12/10/2021



Agenda Background

Meeting Date:

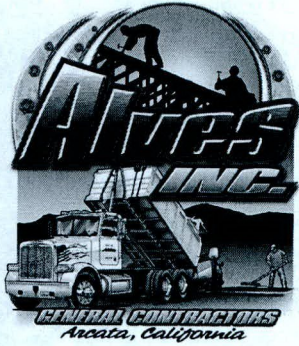
Agenda Title:

Agenda Item:

Presented by:

Type of Item:

Type of Action Required:



ALVES INC.
 4200 WEST END ROAD
 ARCATA, CA 95521
 707-825-4725

Invoice

DATE INVOICE #
 12/2/2021 46765

BILL TO
 Shirley Shortridge
 shjshortr@gmail.com

JOB LOCATION
 200 Redrock Lane, Fieldbrook

*Please make all checks payable to
 ALVES INC.*

TERMS
 Due in 10 days

DESCRIPTION	AMOUNT
Ground up, re-graded, and compacted 80' of Redrock Lane.	1,100.00
Paved same area with 2.5" thick asphalt.	3,000.00
Down payment received - Thank you	-400.00
Sales Tax	0.00

\$1,100.00
\$3,000.00
\$4,100.00
40%
\$1,640.00

Total JA
 \$3,700.00



Agenda Background

Meeting Date:

Agenda Title:

Agenda Item:

Presented by:

Type of Item:

Type of Action Required:



Agenda Background

Meeting Date:

Agenda Title:

Agenda Item:

Presented by:

Type of Item:

Type of Action Required:



Agenda Background

Meeting Date:

Agenda Title:

Agenda Item:

Presented by:

Type of Item:

Type of Action Required:

Board Calendar 2022

Regular board meetings are held the fourth Tuesday of each month. November's meeting will be held on the third Tuesday. December's meeting will be held on the second Tuesday. To ensure proper noticing and preparation of the agenda, agenda items must be received **ten** calendar days prior to the meeting date. Calendar adopted December 14, 2021.

January 25

February 22

March 22

April 26

May 24

June 28

July 26

August 23

September 27

October 25

November 15

December 13



Agenda Background

Meeting Date:

Agenda Title:

Agenda Item:

Presented by:

Type of Item:

Type of Action Required:



Roster of Public Officials 2022

LEGAL NAME OF AGENCY: Fieldbrook Glendale Community Services District

PHYSICAL ADDRESS: 4584 Fieldbrook Road, Fieldbrook CA 95519

MAILING ADDRESS: P.O. Box 2715, McKinleyville, CA 95519

TELEPHONE NUMBER: (707) 443-3316

MEMBERS OF GOVERNING BOARD

	<u>Name</u>	<u>Address</u>	<u>Telephone</u>	<u>Elec/Appt Date</u>	<u>End Term</u>
1	Roy Sheppard	1340 Crockett Fieldbrook, CA 95519	(707) 839-0542	12/17	12/22
2	Starr Kilian	4090 Old Railroad Grade Fieldbrook, CA 95519	(707) 839-8817	12/17	12/22
3	Jason Garlick	246 Wagle Lane Fieldbrook, CA 95519	(707) 840-0909	12/17	12/22
4	Richard Grissom	334 Wagle Lane Fieldbrook, CA 95519	(707) 839-8337	12/20	12/24
5	Janet Miller	4360 Fieldbrook Road Fieldbrook, CA 95519	(707) 839-0498	12/20	12/24

NAME OF PRESIDING OFFICER: Roy Sheppard, President

NAME/ADDRESS OF SECRETARY: Richard Hanger 5021 Mitchell Road Eureka, CA 95503 gm@fgcsd.org

FREQUENCY/TIME/PLACE OF REGULAR BOARD MEETINGS:

Fourth (4th) Tuesday of each month, 7:30 PM, Fire Station, 4584 Fieldbrook Road.
November's Board meeting will be held the third Tuesday of November and December

NAME/ADDRESS/TELEPHONE OF PERSON(S) WITH RECORDS/BUDGET:

Richard Hanger 5021 Mitchell Road Eureka, CA 95503 (707) 443-3316

SUBMITTED BY: _____
Richard Hanger

TITLE: Clerk of the Board

DATE: December 14, 2021



Agenda Background

Meeting Date:

Agenda Title:

Agenda Item:

Presented by:

Type of Item:

Type of Action Required:

