

**FIELDBROOK GLENDALE
COMMUNITY SERVICES DISTRICT**

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

Tuesday, April 27, 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 Muni Meeting report
 - 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.

- Approval of Minutes
 - 2.1 Regular Board Meeting, March 23, 2021

Tuesday, April 27, 2021

AGENDA

Correspondence

- 3.1 HBMWD Consumer confidence report, cover letter. Full report posted online.
- 3.2 FGCS D Consumer confidence report. Full report posted online.

Financial Reports

- 4.1 Interfund Transfers, \$54,163.46.
- 4.2 Check/EFT Payments, (6434-6462), \$80,904.77.
- 4.3 Payroll, \$3,731.87.
- 4.4 General Journal Entries (497-499)
- 4.5 Reimbursement, General Manager, Annual Zoom \$189.00.

F. Business Items Action/Information

- 5.1 Resolution 2021-03 to amend Sewer Ordinance 90-01, adding Accessory Dwelling Units. Second reading. Action.
- 5.2 Establish policy committee and appoint members. Action.
- 5.3 Purchase of Command Truck. Action.
- 5.4 Quarterly financial reports and budget adjustments. Action.
- 5.5 Review and set interest rates for Fire/Sewer Loans, F/Y 2022. Action.
- 5.6 District Website/Stationary Logo Development. Action.
- 5.7 Water service application, Anne Harvey, 220 Buckman Trail. Action.

G. Public Hearings

- 6.1 None.

H. Future Agenda Items

- 7.1 Preliminary Budget. May.
- 7.2 Certification of Fire Tax Assessment. May.

I. Adjournment/Announcements

- 8.1 Next regular meeting, May 25, 2021.

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 FGCS D Board of Directors have the right to have the decision reviewed by a State Court.

ATTENDANCE ROSTER

Safety Meeting

Date of Meeting: 4/4/21 Leader Name: [Signature]

Instructions:

- a. Fill in the date of the meeting and the name of the safety meeting leader.
- b. Have all safety meeting participants sign this roster.
(Copy this form if more pages are needed.)
- c. File this roster and the associated documents as outlined in the Leader Discussion Guide.

Name (print)	Name (signature)
1. JACK SHETPARD	[Signature]
2. Greg Aslanian	[Signature]
3. Jessy Miller	[Signature]
4. Bruin Hinton	[Signature]
5. Joshua Miller	[Signature]
6. Joe Mollo	[Signature]
7. Dan Orum	[Signature]
8. BRANDON ANDERSON	[Signature]
9. Paul Grissom	[Signature]
10. Geneva Bollger	[Signature]
11. JOHN BRACKLOW	[Signature]
12. Chris Appleton	[Signature]
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**FIELDBROOK GLENDALE
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**Notice is hereby given that a
REGULAR MEETING
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4584 Fieldbrook Road, Fieldbrook CA 95519**

Tuesday, March 23, 2021

Fieldbrook Fire Hall & Teleconference, 7:30 PM
MINUTES

A. Roll Call

President Roy Sheppard called the meeting to order at 7:31PM. Board members present Director Richard Grissom, Director Jason Garlick, and Director Janet Miller. Vice-President Starr Kilian was absent. District Engineer Rebecca Crow was absent. Fire Chief Jack Sheppard, Sewer Technician Grant Weaver, and General Manager Richard Hanger were present.

B. Agenda Modification

No modifications.

C. Public Comments

None.

D. Reports

1.1 Wastewater Report

Sewer Technician Grant Weaver provided the wastewater report. The line along Fieldbrook Road was hydro flushed and a manhole was resealed. Attempts to address infiltration at two locations were unsuccessful due to a high-water table. These repairs will be rescheduled.

1.2 District Engineer Report

1.2.1 Muni Meeting report – *no meeting.*

1.2.2 Anker Tank Replacement project report - *no report.*

1.3 Fire Chief Report

1.3.1 Call/Incident report

Fire Chief Jack Sheppard provided the Fire report. The department responded to 4 calls for medical, 1 mutual aid, 1 vegetation fire, and 1 traffic accident. The department will receive 17 SCBA tanks from proceeds of Measure Z. The scope of work for electrical upgrade to install an SCBA compressor has been completed. Carol Rische is applying for a grant from Cal Fire for the purchase of small equipment related to wildland/vegetation fires. The grant has a 50% match requirement, the amount of which is less than \$3,000. Jack has followed up with the McKinleyville CSD regarding a joint agency emergency response team.

Tuesday, March 23, 2021

MINUTES

- 1.4 Safety Report – *the board approved a verbal request from wastewater to purchase a safety and traffic signage needed when performing maintenance within a roadway. Approximate cost of \$1,300.*
- 1.5 General Manager Report – *General Manager Richard Hanger reported two pending water applications for Anne Harvey (residential) and Royal Gold (industrial). Royal Gold has requested the Board expedite consideration of their request. A special meeting may be called to consider the request before the next regular meeting, pending completion of the staff report and related MOU.*
- 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, February 23, 2021

Correspondence

3.1 Dean Wilson, will not serve APN# 512-221-037

Financial Reports

- 4.1 Interfund Transfers, \$78,375.69
- 4.2 Check/EFT Payments, (6403-6433), \$76,184.17
- 4.3 Payroll, \$3,562.89
- 4.4 General Journal Entries (494-495)
- 4.5 Reimbursement, General Manager, Zoom \$40.00.
- 4.6 Related Party Transaction, Central Avenue Service \$492.00.
- 4.7 Bad Debt, Acct# 16001, Water \$746.43, Sewer \$599.93.
- 4.8 Transfer/Warrant Request Fire Fund, \$25,000.

Director Richard Grissom moved to approve the consent agenda as presented. Director Janet Miller seconded the motion. The motion passed with Grissom, Miller, Garlick, and Sheppard voting aye, absent Kilian.

F. Business Items Action/Information

- 5.1 Resolution 2021-02 to amend Water Ordinance 91-1, adding Accessory Dwelling Units. Second reading. Action.

Following the second reading, Director Richard Grissom moved to Resolution 2021-02 as presented. Director Jason Garlick seconded the motion. The motion passed with Grissom, Miller, Garlick, and Sheppard voting aye, absent Kilian.

Tuesday, March 23, 2021

MINUTES

5.2 Resolution 2021-03 to amend Sewer Ordinance 90-01, adding Accessory Dwelling Units. First reading. Review and continue to April 27, 2021.

First reading no action was taken.

5.3 Establish policy committee and appoint members. Action.

Item tabled to the April 27th, 2021 regular meeting.

5.4 Letter supporting funding to monitor and cleanup the former McNamara & Peepe Lumber Mill site. Action.

General Manager Richard Hanger was directed to edit and issue a letter of support.

G. Public Hearings

6.1 None.

H. Future Agenda Items

7.1 Purchase of Command Truck. April.

7.2 Quarterly financial reports and budget adjustments. April.

7.3 Review and set interest rates for Fire/Sewer Loans, F/Y 2022. April.

I. Adjournment/Announcements

8.1 Next regular meeting, April 27, 2021.

Meeting adjourned at 8:12 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Janet Miller
Director*

Attachments

*CCCU fund transfer
Initialed disbursement register*



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

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

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

FAX 707-443-5731 707-822-8245

EMAIL OFFICE@HBMWD.COM

Website: www.hbmwd.com

BOARD OF DIRECTORS

SHERI WOO, PRESIDENT

NEAL LATT, VICE-PRESIDENT

J. BRUCE RUPP, SECRETARY-TREASURER

MICHELLE FULLER, DIRECTOR

DAVID LINDBERG, DIRECTOR

GENERAL MANAGER

JOHN FRIEDENBACH

March 19, 2021

To: Karen Diemer and Rachel Hernandez, City of Arcata
Amanda Mager, City of Blue Lake
Miles Slattery, Brian Gerving, and Michael Hansen, City of Eureka
Rick Hanger and Rebecca Crow, Fieldbrook Glendale CSD*
TK Williams, Humboldt CSD
Pat Kaspari, McKinleyville CSD
Christopher Drop, Manila CSD

Re: Humboldt Bay Municipal Water District – 2020 Consumer Confidence Report

Enclosed is a hard copy of the HBMWD's Consumer Confidence Report for the year 2020. We will also email you an electronic copy.

If you have any questions about the report, please feel free to call our office at (707) 443-5018.

*Note for Fieldbrook Glendale CSD: Fieldbrook Glendale CSD Consumer Confidence Report for the year 2020 is also attached.

Sincerely,

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

John Friedenbach
General Manager

full report on file

cc: *via email only*

Brenda Franklin, Humboldt CSD

Glenn Bernald, City of Blue Lake

Dale Davidsen, HBMWD

2020 Consumer Confidence Report

Water System Name:	Fieldbrook Community Services District (FGCSD)	Report Date:	03/22/2021
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We test the drinking water quality for many constituents as required by state and federal regulations. This report shows the results of our monitoring for the period of January 1 to December 31, 2020 and may include earlier monitoring data.

Este informe contiene información muy importante sobre su agua para beber. Favor de comunicarse Humboldt Bay Municipal Water District a 828 7th Street, Eureka, CA 95501 or (707) 443-5018 para asistirlo en español.

Type of water source(s) in use:	FGCSD's water is supplied by Humboldt Bay Municipal Water District (HBMWD). HBMWD's source water has been classified by the State Water Resource Control Board (SWRCB) as groundwater <u>not</u> under the direct influence of surface water. The classification is important as to the regulations that a water system must follow to ensure water quality.
Name & general location of source(s):	<p>HBMWD is a regional water wholesaler that supplies the drinking water delivered by FGCSD. HBMWD draws water from wells below the bed of the Mad River northeast of Arcata. This water-bearing ground below the river is called an aquifer. These wells, called Ranney Wells, draw water from the sands and gravel of the aquifer at depths of 60 to 90 feet, thereby providing a natural filtration process. During the summer, this naturally filtered water is disinfected via chlorination and delivered to FGCSD.</p> <p>During the winter, it is further treated at a regional Turbidity Reduction Facility which reduces the occasional turbidity (cloudiness) in the District's source water. While turbidity itself is not a health concern, SWRCB is concerned that at elevated levels, turbidity could potentially interfere with the disinfection process.</p>

Drinking Water Source Assessment information:	<p>A Drinking Water Source Assessment was conducted by the Department of Health Services in August 2002. A copy of this assessment can be obtained at the District office at 828 7th Street Eureka, CA. This assessment found that the source water of the Ranney Wells may be vulnerable to activities that contribute to the release of aluminum and barium. Aluminum is associated with some surface water treatment processes and erosion of natural deposits. Barium is associated with the discharges of oil drilling waste or metal refineries and erosion of natural deposits.</p> <p>HBMWD treats its water and performs annual monitoring and testing, in accordance with SWRCB regulations and requirements, to ensure its water is safe to drink. Additional testing is performed throughout the FGCSD distribution system to verify water quality is maintained before being delivered to your tap. The results from the 2020 monitoring and testing program indicate that our water quality is very high, as has consistently been the case in past years.</p> <p>The tables below list the drinking water contaminants detected during 2020. A detected contaminant is any contaminant detected at or above its Detection Limit for Purposes of Reporting (DLR) (limit is established by SWRCB) or for unregulated contaminants, the Minimum Reporting Level (MRL). The tables show the level of detected contaminants. Contaminants that are not detected, or are detected below the DLR or MRL, are not required to be reported. The tables also show the maximum contaminant levels (MCL) and public health goals (PHG). Definitions for terms used in this report are listed on the next page.</p>
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Time and place of regularly scheduled board meetings for public participation:	Fourth Tuesday of each month at 7:30pm at the Fieldbrook Fire Hall, 4584 Fieldbrook Road
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For more information, contact:	Mario Palmero, Operations Supervisor	Phone:	(707) 822-2918
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TERMS USED IN THIS REPORT

Maximum Contaminant Level (MCL): The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (U.S. EPA).

Public Health Goal (PHG): The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

Maximum Residual Disinfectant Level (MRDL): The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

Maximum Residual Disinfectant Level Goal (MRDLG): The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

Primary Drinking Water Standards (PDWS): MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

Secondary Drinking Water Standards (SDWS): MCLs for contaminants that affect taste, odor, or appearance of the drinking water. Contaminants with SDWSs do not affect the health at the MCL levels.

Treatment Technique (TT): A required process intended to reduce the level of a contaminant in drinking water.

Regulatory Action Level (AL): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

Variations and Exemptions: Permissions from the State Water Resources Control Board (State Board) to exceed an MCL or not comply with a treatment technique under certain conditions.

Level 1 Assessment: A Level 1 assessment is a study of the water system to identify potential problems and determine (if possible) why total coliform bacteria have been found in our water system.

Level 2 Assessment: A Level 2 assessment is a very detailed study of the water system to identify potential problems and determine (if possible) why an *E. coli* MCL violation has occurred and/or why total coliform bacteria have been found in our water system on multiple occasions.

ND: not detectable at testing limit

NTU: nephelometric turbidity unit (a measure of turbidity)

ppm: parts per million or milligrams per liter (mg/L)

ppb: parts per billion or micrograms per liter (µg/L)

ppt: parts per trillion or nanograms per liter (ng/L)

ppq: parts per quadrillion or picogram per liter (pg/L)

pCi/L: picocuries per liter (a measure of radiation)

µS/cm: microsiemens per centimeter (a measure of electrical conductivity)

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

- *Microbial contaminants*, such as viruses and bacteria that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- *Inorganic contaminants*, such as salts and metals, that can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- *Pesticides and herbicides* that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- *Organic chemical contaminants*, including synthetic and volatile organic chemicals that are byproducts of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, agricultural application, and septic systems.
- *Radioactive contaminants*, which can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the U.S. EPA and the State Board prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. The U.S. Food and Drug Administration regulations and California law also establish limits for contaminants in bottled water that provide the same protection for public health.

Tables 1-6 list all of the drinking water contaminants that were detected during the most recent sampling for the constituent. The presence of these contaminants in the water does not necessarily indicate that the water poses a health risk. The State Board allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants do not change frequently. Some of the data, though representative of the water quality, are more than one year old. Any violation of an AL, MCL, MRDL, or TT is asterisked. Additional information regarding the violation is provided later in this report.

TABLE 1 – SAMPLING RESULTS SHOWING THE DETECTION OF COLIFORM BACTERIA					
Microbiological Contaminants	Highest No. of Detections	No. of Months in Violation	MCL	MCLG	Typical Source of Bacteria
Total Coliform Bacteria (state Total Coliform Rule)	(In a month) 0	0	1 positive monthly sample	0	Naturally present in the environment
Fecal Coliform or <i>E. coli</i> (state Total Coliform Rule)	(In the year) 0	0	A routine sample and a repeat sample are total coliform positive, and one of these is also fecal coliform or <i>E. coli</i> positive	0	Human and animal fecal waste
<i>E. coli</i> (federal Revised Total Coliform Rule)	(In the year) 0	0	(a)	0	Human and animal fecal waste

(a) Routine and repeat samples are total coliform-positive and either is *E. coli*-positive or system fails to take repeat samples following *E. coli*-positive routine sample or system fails to analyze total coliform-positive repeat sample for *E. coli*.

TABLE 2 – SAMPLING RESULTS SHOWING THE DETECTION OF LEAD AND COPPER								
Lead and Copper	Sample Date	No. of Samples Collected	90 th Percentile Level Detected	No. Sites Exceeding AL	AL	PHG	No. of Schools Requesting Lead Sampling	Typical Source of Contaminant
Lead (ppb)	2020	10	.006	0	15	0.2	0	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits
Copper (ppm)	2020	10	.5	0	1.3	0.3	Not applicable	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

TABLE 3 – SAMPLING RESULTS FOR SODIUM AND HARDNESS						
Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Sodium (ppm)	2016	3.7	N/A	None	None	Salt present in the water and is generally naturally occurring
Hardness (ppm)	2016	87	N/A	None	None	Sum of polyvalent cations present in the water, generally magnesium and calcium, and are usually naturally occurring

TABLE 4 – DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD						
Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL [MRDL]	PHG (MCLG) [MRDLG]	Typical Source of Contaminant
TTHM (µg/L) (Total Trihalomethanes)	2020	7.9	N/A	80	N/A	Byproduct of drinking water disinfection
HAA5 (µg/L) (Haloacetic Acids)	2020	2.7	N/A	60	N/A	Byproduct of drinking water disinfection
Chlorine (mg/L)	2020	Average=.622	.21-1.56	[MRDL = 4.0 (as Cl ₂)]	[MRDLG = 4.0 (as Cl ₂)]	Drinking water disinfectant added for treatment
Turbidity (NTU)	2020	.57	.02-.57	TT = 5.0 NTU	N/A	Soil runoff. High Turbidity can hinder the effectiveness of disinfectants. During the winter season, it is a good indicator of the effectiveness of the filtration system

TABLE 5 – DETECTION OF CONTAMINANTS WITH A SECONDARY DRINKING WATER STANDARD						
Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	SMCL	PHG (MCLG)	Typical Source of Contaminant
Chloride (mg/L)	2016	3.9	N/A	500	N/A	Runoff/leaching from natural deposits; seawater influence
Color (units)	2016	5.0	N/A	15	N/A	Naturally-occurring organic materials
Specific Conductance (µS/cm)	2018	130	N/A	1,600	N/A	Substances that form ions when in water
Sulfate (mg/L)	2016	10.0	N/A	500	N/A	Runoff/leaching from natural deposits; industrial wastes
Total Dissolved Solids (mg/L)	2016	90	N/A	1,000	N/A	Runoff/leaching from natural deposits
Turbidity (NTU)	2020	.57	.02-.57	5	N/A	Soil runoff. High Turbidity can hinder the effectiveness of disinfectants. During the winter season, it is a good indicator of the effectiveness of the filtration system

TABLE 6 – DETECTION OF UNREGULATED CONTAMINANTS					
Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	Notification Level	Health Effects Language
Total Alkalinity (mg/L)	2016	65	N/A	N/A	There are no health concerns related to alkalinity

Unregulated Contaminant Monitoring Rule (UCMR) – 2020 Testing Results

As part of the federal drinking water program, USEPA issues a list of currently unregulated contaminants to be tested by Public Water Systems throughout the nation. This process occurs every five years pursuant to the Unregulated Contaminant Monitoring Rule (UCMR). The purpose of the UCMR program is to determine the prevalence of unregulated contaminants in drinking water. Results of this testing help USEPA determine whether or not to regulate new contaminants for protection of public health.

There have been four cycles of monitoring: UCMR 1 (2001-2003), UCMR 2 (2008-2010), UCMR 3 (2013-2015), and UCMR 4 (2018-2020). UCMR 1 through UCMR 3 tested for a total of 65 constituents. The UCMR 4 consists of testing for 10 cyanotoxins, 20 additional contaminants, and 2 indicators. Below are the constituents within the previous five years that were detected above the minimum reporting level in the most recent tests. Information on the potential health effects are also included.

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	Notification Level	Health Effects Language
HAA5 (µg/L) [Sum of 5 Haloacetic Acids]	2020	2.7	0-2.7	60 µg/L	Some people who drink water containing haloacetic acids in excess of the MCL over many years may have an increased risk of getting cancer.
HAA6 (µg/L) [Sum of 6 Haloacetic Acids]	2020	2.7	0-2.7	N/A	Some people who drink water containing haloacetic acids in excess over many years may have an increased risk of getting cancer.
HAA9 (µg/L) [Sum of 9 Haloacetic Acids]	2020	2.7	0-2.7	N/A	Some people who drink water containing haloacetic acids in excess over many years may have an increased risk of getting cancer.
Total Organic Carbon (µg/L)	2019	1100	1100-100	N/A	Indicator of the potential to form haloacetic acids during water treatment. Total Organic Carbon has no known health effect.

Additional General Information on Drinking Water

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the U.S. EPA's Safe Drinking Water Hotline (1-800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. U.S. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Fieldbrook-Glendale CSD is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. [If you do so, you may wish to collect the flushed water and reuse it for another beneficial purpose, such as watering plants.] If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline (1-800-426-4791) or at <http://www.epa.gov/lead>.

Summary Information for Operating Under a Variance or Exemption

HBMWD's source water has been classified by the State Water Resource Control Board (SWRCB) as groundwater, not under the direct influence of surface water. The classification is important as to the regulations that a water system must follow to ensure water quality. In 2009, HBMWD requested the water system be exempt from triggered source groundwater monitoring under the Groundwater Rule because the system consistently achieves 4-log virus inactivation prior to their first service connection. The California Department of Public Health concurred and approved the requested exemption.

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

April 27, 2021

Via email to rhanger50@gmail.com

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

Please transfer the following

From: Business Liquid Asset Account \$ 54,163.46
 To: Water Checking \$ 54,163.46

April Reconciliation	
Check Register	\$ 80,904.77
#6434-6462	\$ 71,816.04
Other Deposit	\$ 9,088.73
	\$ -
Transfer Totals	\$ (54,163.46)
Anker Tank Project	\$ 302.00
Fire	\$ 1,463.52
Sewer	\$ 38,096.84
Water	\$ 39,301.10
Reduce Water Transf	\$ (25,000.00)
Gross Pay	\$ 3,731.87
<Net Pay>	\$ (2,933.05)
Empr. Taxes	\$ 326.53
Adjustments	
EDD	\$ (196.31)
EDD	\$ (56.99)
IRS	\$ (860.12)
A/P Verizon/iPad	\$ (2,086.14)
Verizon Adj.	\$ 332.90
Reconciliation	\$ (55,904.77)
Balance	\$ -

Fieldbrook Glendale Community Services District
Interfund Activity Report
As of April 27, 2021

Type	Date	Num	Name	Account	Class	Amount	Balance
Anker Tank Replacement							
Deposit	04/27/2021		Anker T...	1027.01 · Water - Anker Lane Tank (Water - A...	Enterprise:A...	-302.00	302.00
							0.00
Total Anker Tank Replacement						-302.00	0.00
Interfund Expenses/Fire							
Bill	03/24/2021	P1-63...	Interfun...	5390 · Office Expenses (Office Expenses)	Fire Depart...	1.00	210.68
Bill	03/31/2021	1563-...	Interfun...	5320 · Electric (Electric)	Fire Depart...	141.83	353.51
Bill	03/31/2021	March ...	Interfun...	5335 · Water (Water)	Fire Depart...	58.79	412.30
Bill	04/01/2021	April 2...	Interfun...	5345 · Internet Service (Internet Service)	Fire Depart...	158.13	570.43
Bill	04/01/2021	INV77...	Interfun...	5390 · Office Expenses (Office Expenses)	Fire Depart...	49.96	620.39
Bill	04/05/2021	INV77...	Interfun...	5390 · Office Expenses (Office Expenses)	Fire Depart...	13.34	633.73
Bill	04/05/2021	707-8...	Interfun...	5310 · Telephone (Telephone)	Fire Depart...	525.07	1,158.80
Bill	04/07/2021	98770...	Interfun...	5310 · Telephone (Telephone)	Fire Depart...	105.42	1,264.22
Bill	04/20/2021	April 2...	Interfun...	5075 · Chief Expenses - Fire (Chief Expenses - ...)	Fire Depart...	50.00	1,314.22
Bill	04/20/2021	P1-63...	Interfun...	5390 · Office Expenses (Office Expenses)	Fire Depart...	1.00	1,315.22
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Fire Depart...	136.88	1,452.10
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.06	1,452.16
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Fire Depart...	8.49	1,460.65
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Fire Depart...	1.98	1,462.63
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.89	1,463.52
Deposit	04/27/2021		Interfun...	1029 · Fire Asset Account (Fire Asset Account ...)	Fire Depart...	-1,463.52	0.00
Total Interfund Expenses/Fire						-210.68	0.00
Interfund Expenses/Sewer							
Bill	03/24/2021	P1-63...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:S...	4.00	2,790.58
Bill	03/26/2021	4435	Interfun...	5410 · Line Repairs Maintenance (Line Repairs...	Enterprise:S...	4,611.33	7,405.91
Bill	03/27/2021	159800	Interfun...	5121 · Engineering Expenses	Enterprise:S...	75.50	7,481.41
Check	03/31/2021	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:S...	17.89	7,499.30
Bill	03/31/2021	55785	Interfun...	5625.02 · Merchant Fees (Merchant Fees)	Enterprise:S...	78.81	7,578.11
Bill	03/31/2021	0213-...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	85.44	7,663.55
Bill	03/31/2021	March ...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:S...	471.14	8,134.69
Bill	03/31/2021	March ...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:S...	373.29	8,507.98
Bill	03/31/2021	March ...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:S...	2,639.96	11,147.94
Bill	03/31/2021	March ...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:S...	87.96	11,235.90
Bill	03/31/2021	0005178	Interfun...	5020 · Purchased Sewer Services (Purchased ...)	Enterprise:S...	20,929.82	32,165.72
Bill	03/31/2021	0005178	Interfun...	5020 · Purchased Sewer Services (Purchased ...)	Enterprise:S...	54.99	32,220.71
Bill	03/31/2021	0912-...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	655.96	32,876.67
Bill	04/01/2021	INV77...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:S...	49.97	32,926.64
Bill	04/02/2021	IN39385	Interfun...	5410 · Line Repairs Maintenance (Line Repairs...	Enterprise:S...	99.01	33,025.65
Bill	04/02/2021	Grnds...	Interfun...	5420 · Building Maintenance (Building Mainten...	Enterprise:S...	118.51	33,144.16
Bill	04/05/2021	INV77...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:S...	13.33	33,157.49
Bill	04/05/2021	707-8...	Interfun...	5310 · Telephone (Telephone)	Enterprise:S...	558.46	33,715.95
Bill	04/05/2021	707-8...	Interfun...	5310 · Telephone (Telephone)	Enterprise:S...	480.32	34,196.27
Bill	04/07/2021	13029	Interfun...	5410 · Line Repairs Maintenance (Line Repairs...	Enterprise:S...	1,024.54	35,220.81
Bill	04/20/2021	P1-63...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:S...	4.00	35,224.81
Paycheck	04/21/2021	6460	Interfun...	6560 · Payroll Expenses	Enterprise:S...	1,571.31	36,796.12
Paycheck	04/21/2021	6460	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	36,796.12
Paycheck	04/21/2021	6460	Interfun...	6560 · Payroll Expenses	Enterprise:S...	1.57	36,797.69
Paycheck	04/21/2021	6460	Interfun...	6560 · Payroll Expenses	Enterprise:S...	97.42	36,895.11
Paycheck	04/21/2021	6460	Interfun...	6560 · Payroll Expenses	Enterprise:S...	22.79	36,917.90
Paycheck	04/21/2021	6460	Interfun...	6560 · Payroll Expenses	Enterprise:S...	23.57	36,941.47
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:S...	958.16	37,899.63
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.42	37,900.05
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:S...	59.41	37,959.46
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:S...	13.89	37,973.35
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:S...	6.20	37,979.55
Paycheck	04/21/2021	6462	Interfun...	6560 · Payroll Expenses	Enterprise:S...	107.36	38,086.91
Paycheck	04/21/2021	6462	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	38,086.91
Paycheck	04/21/2021	6462	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.11	38,087.02
Paycheck	04/21/2021	6462	Interfun...	6560 · Payroll Expenses	Enterprise:S...	6.66	38,093.68
Paycheck	04/21/2021	6462	Interfun...	6560 · Payroll Expenses	Enterprise:S...	1.55	38,095.23
Paycheck	04/21/2021	6462	Interfun...	6560 · Payroll Expenses	Enterprise:S...	1.61	38,096.84
Deposit	04/27/2021		Interfun...	1028 · Sewer Asset Account (Sewer Asset Acc...	Enterprise:S...	-38,096.84	0.00
Total Interfund Expenses/Sewer						-2,790.58	0.00

Fieldbrook Glendale Community Services District
Interfund Activity Report
As of April 27, 2021

Type	Date	Num	Name	Account	Class	Amount	Balance
Interfund Expenses/Water							850.62
Bill	03/24/2021	P1-63...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:...	1.00	851.62
Bill	03/27/2021	159800	Interfun...	5121.5 · Reimbursable Engineering Exp (Rei...	Enterprise:...	635.50	1,487.12
Bill	03/27/2021	159800	Interfun...	5121.5 · Reimbursable Engineering Exp (Rei...	Enterprise:...	516.00	2,003.12
Check	03/31/2021	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:...	22.11	2,025.23
Bill	03/31/2021	55785	Interfun...	5625.02 · Merchant Fees (Merchant Fees)	Enterprise:...	97.41	2,122.64
Bill	03/31/2021	9923-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	47.34	2,169.98
Bill	03/31/2021	0097-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	24.28	2,194.26
Bill	03/31/2021	7997-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	706.44	2,900.70
Bill	03/31/2021	March ...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	896.87	3,797.57
Bill	03/31/2021	March ...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	12,201.35	15,998.92
Bill	03/31/2021	March ...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	1,215.07	17,213.99
Bill	03/31/2021	March ...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	718.06	17,932.05
Bill	03/31/2021	March ...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	-41.64	17,890.41
Bill	03/31/2021	March ...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:...	550.11	18,440.52
Bill	03/31/2021	March ...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:...	435.86	18,876.38
Bill	03/31/2021	March ...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:...	3,082.49	21,958.87
Bill	03/31/2021	March ...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:...	102.71	22,061.58
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	12,667.83	34,729.41
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	1,528.27	36,257.68
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	285.00	36,542.68
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	257.01	36,799.69
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	36,799.69
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	785.92	37,585.61
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,585.61
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	78.75	37,664.36
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	103.23	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5410 · Line Repairs Maintenance (Line Repairs...	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5410 · Line Repairs Maintenance (Line Repairs...	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	37,767.59
Bill	03/31/2021	March ...	Interfun...	5210 · Legal Services (Legal Services)	Enterprise:...	31.00	37,798.59
Bill	04/01/2021	INV77...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:...	49.97	37,848.56
Bill	04/05/2021	INV77...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:...	13.33	37,861.89
Bill	04/07/2021	234-8...	Interfun...	5310 · Telephone (Telephone)	Enterprise:...	92.39	37,954.28
Bill	04/09/2021	707-4...	Interfun...	5310 · Telephone (Telephone)	Enterprise:...	57.75	38,012.03
Bill	04/20/2021	April 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	38,062.03
Bill	04/20/2021	April 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	38,112.03
Bill	04/20/2021	April 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	38,162.03
Bill	04/20/2021	April 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	38,212.03
Bill	04/20/2021	April 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	38,262.03
Bill	04/20/2021	P1-63...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:...	1.00	38,263.03
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:...	958.16	39,221.19
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	39,221.19
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.41	39,221.60
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:...	59.40	39,281.00
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:...	13.90	39,294.90
Paycheck	04/21/2021	6461	Interfun...	6560 · Payroll Expenses	Enterprise:...	6.20	39,301.10
Deposit	04/27/2021		Interfun...	1027 · Water Assets (Water Asset Account Ca...	Enterprise:...	-39,301.10	0.00
Total Interfund Expenses/Water						-850.62	0.00
TOTAL						-4,153.88	0.00

Fieldbrook Glendale Community Services District
Check Register for this Month
March 24 through April 27, 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	03/24/2021	6434	GHD, Inc	-2,417.00
Liability Check	03/24/2021	E-pay	EDD	-196.31
Liability Check	03/24/2021	E-pay	EDD	-56.99
Liability Check	03/24/2021	E-pay	United States Treasury	-860.12
Bill Pmt -Check	03/25/2021	EFT	Intuit Quick Books	-6.00
Transfer	03/26/2021			9,088.73
Check	03/31/2021	E-Pay	Coast Central Credit ...	-40.00
Bill Pmt -Check	04/05/2021	EFT	Verizon	-2,086.14
Bill Pmt -Check	04/05/2021	EFT	XPress Bill Pay	-176.22
Bill Pmt -Check	04/09/2021	6435	ACE Hardware	-144.40
Bill Pmt -Check	04/09/2021	6436	AT&T	-57.75
Bill Pmt -Check	04/09/2021	6437	Fieldbrook Glendale C...	-58.79
Bill Pmt -Check	04/09/2021	6438	GHD, Inc	-1,227.00
Bill Pmt -Check	04/09/2021	6439	GR Sundberg, Inc	-4,611.33
Bill Pmt -Check	04/09/2021	6440	Industrial Electric	-99.01
Bill Pmt -Check	04/09/2021	6441	PG&E	-1,005.33
Bill Pmt -Check	04/09/2021	6442	Richard A. Hanger	-40.00
Bill Pmt -Check	04/09/2021	6443	Sudden Link	-158.13
Bill Pmt -Check	04/20/2021	6444	An Electrician Inc	-1,024.54
Bill Pmt -Check	04/20/2021	6445	AT&T	-1,656.24
Bill Pmt -Check	04/20/2021	6446	City of Arcata	-20,984.81
Bill Pmt -Check	04/20/2021	6447	Hjerpe & Godinho, LLP	-31.00
Bill Pmt -Check	04/20/2021	6448	Hooven & Co., Inc.	-1,365.00
Bill Pmt -Check	04/20/2021	6449	Humboldt Bay M&O	-23,449.53
Bill Pmt -Check	04/20/2021	6450	Humboldt Bay Munici...	-14,989.71
Bill Pmt -Check	04/20/2021	6451	Jack Sheppard	-50.00
Bill Pmt -Check	04/20/2021	6452	Janet Miller	-50.00
Bill Pmt -Check	04/20/2021	6453	Jason Garlick	-50.00
Bill Pmt -Check	04/20/2021	6454	PG&E	-655.96
Bill Pmt -Check	04/20/2021	6455	Rich Grissom	-50.00
Bill Pmt -Check	04/20/2021	6456	Richard A. Hanger	-149.90
Bill Pmt -Check	04/20/2021	6457	Roy Sheppard	-50.00
Bill Pmt -Check	04/20/2021	6458	Starr Kilian	-50.00
Bill Pmt -Check	04/21/2021	6459	Grant Weaver.	-118.51
Paycheck	04/21/2021	6460	Grant Weaver	-1,432.25
Paycheck	04/21/2021	6461	Richard A Hanger	-1,402.94
Paycheck	04/21/2021	6462	Robert S Lackey	-97.86
Bill Pmt -Check	04/22/2021	EFT	Intuit Quick Books	-6.00
Deposit	04/27/2021			54,163.46
Total 1015 · Water Dept Checking (Water Dept Checking)				-17,652.58
Total 1012 · General Fund Checking (All Funds)				-17,652.58
Total 1000 · Coast Central Credit Un.				-17,652.58
TOTAL				-17,652.58

Fieldbrook Glendale Community Services District

Payroll Summary

March 24 through April 27, 2021

	Grant Weaver			Richard A Hanger			Robert S Lackey			TOTAL		
	Hours	Rate	Mar 24 - Apr 27, 21	Hours	Rate	Mar 24 - Apr 27, 21	Hours	Rate	Mar 24 - Apr 27, 21	Hours	Rate	Mar 24 - Apr 27, 21
Employee Wages, Taxes and Adjustments												
Gross Pay												
Hourly Rate	51	30.81	1,571.31	60	34.22	2,053.20	4	26.84	107.36	115.00		3,731.87
Hourly Sick		30.81	0.00		34.22	0.00		26.84	0.00			0.00
Total Gross Pay	<u>51</u>		<u>1,571.31</u>	<u>60</u>		<u>2,053.20</u>	<u>4</u>		<u>107.36</u>	<u>115.00</u>		<u>3,731.87</u>
Adjusted Gross Pay	51		1,571.31	60		2,053.20	4		107.36	115.00		3,731.87
Taxes Withheld												
Federal Withholding			0.00			-315.00			0.00			-315.00
Medicare Employee			-22.79			-29.77			-1.55			-54.11
Social Security Employee			-97.42			-127.30			-6.66			-231.38
CA - Withholding			0.00			-153.55			0.00			-153.55
CA - Disability Employee			-18.85			-24.64			-1.29			-44.78
Medicare Employee Addl Tax			0.00			0.00			0.00			0.00
Total Taxes Withheld			<u>-139.06</u>			<u>-650.26</u>			<u>-9.50</u>			<u>-798.82</u>
Net Pay	<u>51</u>		<u>1,432.25</u>	<u>60</u>		<u>1,402.94</u>	<u>4</u>		<u>97.86</u>	<u>115.00</u>		<u>2,933.05</u>
Employer Taxes and Contributions												
Medicare Company			22.79			29.77			1.55			54.11
Social Security Company			97.42			127.30			6.66			231.38
CA - Unemployment Company			23.57			13.29			1.61			38.47
CA - Employment Training Tax			1.57			0.89			0.11			2.57
Total Employer Taxes and Contributions			<u>145.35</u>			<u>171.25</u>			<u>9.93</u>			<u>326.53</u>

**Fieldbrook Glendale Community Services District
Journal**

March 24 through April 20, 2021

Trans #	Type	Date	Num	Name	Memo	Account	Debit	Credit
17609	General Journal	03/26/2021	497	[REDACTED]	Lien Lien	1206.02 A/R Sewer ... 1229 Provision for ...	599.93	599.93
							599.93	599.93
17706	General Journal	03/26/2021	498	NSF - [REDACTED]	NSF - [REDACTED]	1050.01 XPRESS M... 5595 Returned Che...	162.36	162.36
							162.36	162.36
17728	General Journal	03/27/2021	499	GHD Invoice 159800 [REDACTED]	GHD Invoice 159800 [REDACTED]	4156 Water Reimbu... 4245.02 Sewer Con...	516.00	516.00
							516.00	516.00
TOTAL							1,278.29	1,278.29



INVOICE

Zoom Video Communications Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95113
billing@zoom.us

Invoice Date: 03/30/2021
Invoice #: INV77443432
Payment Terms: Due Upon Receipt
Due Date: 03/30/2021
Account Number: 116380705
Currency: USD
Account Information: Fieldbrook Glendale CSD
4584 Fieldbrook Rd,
McKinleyville, California 95519
United States

Remittance Details should be sent to:
Finance@zoom.us

rhanger50@gmail.com

Purchase Order Number:

Tax Exempt Certificate ID:

[Zoom W-9](#)

CHARGE DETAILS				
Charge Description	Service Period	Subtotal	Tax	TOTAL
Charge Name: Webinar 100 Monthly Quantity: 1 Unit Price: \$40.00	03/30/2021-04/29/2021	\$40.00	\$0.00	\$40.00
Charge Name: Standard Pro Annual Quantity: 1 Unit Price: \$149.90	03/30/2021-03/29/2022	\$149.90	\$0.00	\$149.90

INVOICE TOTALS	
Subtotal:	\$189.90
Total (Including Tax):	\$189.90
Invoice Balance:	\$0.00

TAX DETAILS				
Charge Name	Tax Name	Jurisdiction	Charge Amount	Tax Amount
			Total Tax	\$0.00

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 5.1

Agenda Title: Resolution 2021-03 to amend Sewer Ordinance 90-01, adding Accessory Dwelling Units. Second reading.

Meeting Date: 04/27/2021

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

Recent state legislation provided changes regarding connection charges and capacity fees for Accessory Dwelling Units.
First reading March 23, 2021.

Recommendation:

Approve.

Resolution # 2020 – 03

RESOLUTION AMENDING ORDINANCE 90-01, AN ORDINANCE ESTABLISHING RATES AND CHARGES FOR SEWAGE EXTENSION, CONNECTION, AND DISPOSAL SERVICE AND PROVIDING PROCEDURES AND PENALTIES FOR ITS ENFORCEMENT

WHEREAS, recent state legislation has provided for changes regarding connection charges of Accessory Dwelling Units (ADU); and

WHEREAS, Humboldt Count has recently clarified the definition of and ADU with its Ordinance No 2652; and

WHEREAS, the Fieldbrook Glendale Community Services District needs clarifying of Ordinance 90-01 relating to ADU’s.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Fieldbrook Glendale Community Services District, Humboldt County, California, Ordinance 90-1, is amended to read as follows:

Table of Contents

1. ARTICLE 1 – GENERAL PROVISIONS..... 1
Accessory Dwelling Unit (ADU): 1
Attached Accessory Dwelling Unit 2
Detached Accessory Dwelling Unit 2
Junior Accessory Dwelling Unit JADU 2
Principal or Primary Dwelling Unit (PDU) 2
2. ARTICLE 2 – SEWER SERVICE CHARGES..... 2
Section 2.07 Accessory Dwelling Units Base Rate 2
4. ARTICLE 4 – CONNECTION CHARGES 2
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5. ARTICLE 6 – PERMITS AND FEES..... 3
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CERTIFICATION 3

1. ARTICLE 1 – GENERAL PROVISIONS

Section 1.02 Definitions, Article 1 General Provisions is amended to read as follows (text deletions shown as ~~strikeouts~~, insertions as underlined):

Accessory Dwelling Unit (ADU):

An attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons. It shall include permanent provision for living, sleeping, eating, cooking, and sanitation on the same lot where an existing or proposed single-family dwelling is situated. An accessory

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dwelling unit also includes a manufactured home, as defined in Section 18007 of the Health and Safety Code; and a Tiny House or Moveable Tiny House as defined Humboldt County Ordinance Title III, Division 1, Chapter 4 in conformance with California Government Code Section 65852.2.

Attached Accessory Dwelling Unit

Shall mean an ADU constructed and contained within the existing space of the single-family residence or accessory structure and has an independent exterior access from the existing residence. The ADU total floor area will not exceed 50 percent (50%) of the floor area of the PDU.

Detached Accessory Dwelling Unit

Shall mean an ADU constructed either to expand the footprint of the existing single-family residence or accessory structure, or to be a new accessory structure on the parcel. A detached ADU is defined as a unit with a total floor area of 1,200 square feet or less. Any detached ADU more than 1,200 square feet may be charged a connection or capacity fee consistent with California Government Code Section 66013, the connection may be subject to a connection fee or capacity charge that is proportionate to its burden upon the sewer system, based upon either size (square footage), or the number of plumbing fixtures, but not exceed the reasonable cost of providing service.

Junior Accessory Dwelling Unit (JADU)

Shall mean an attached ADU that does not exceed 500 square feet, includes an efficiency kitchen, and may either share a bathroom (toilet, sink, and tub and/or shower) with the principal residence. The principal residence or the JADU must be occupied by the owner of residence. California Government Code 65852.22.

Principal or Primary Dwelling Unit (PDU)

Shall mean the dwelling unit which exists on a lot at the time that an ADU is constructed; or the primary dwelling unit that exists or is planned to be constructed such that any other dwelling on the same lot may be defined as an ADU.

2. ARTICLE 2 – SEWER SERVICE CHARGES

Section 2.07 Rates, Article 2 Sewer Service Charges, is amended to read as follows (text deletions shown as ~~strikeouts~~, insertions as underlined):

Section 2.07 Accessory Dwelling Units Base Rate

ADU's shall be subject to a separate Base Rate in addition to the Base Rate charged for the PDU.

4. ARTICLE 4 – CONNECTION CHARGES

Section 4.03 and 4.04, Article 4 Connection Charges is amended to read as follows (text deletions shown as ~~strikeouts~~, insertions as underlined):

Section 4.03 Connection and Capacity Fees ADU:

Attached ADU or JADU shall not be considered a new residential use for purposes of calculating connection fees or capacity charges for sewer service. No new or separate sewer connection is required between the ADU and sewer, if the ADU is contained within the existing space of a single-family residence or accessory structure.

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Section 4.04 New Detached Units ADU:

For an ADU that is not contained within the existing space of a single-unit dwelling or existing accessory structure, a new or separate connection may be required directly between the ADU and the sewer. Consistent with California Government Code Section 66013, the connection may be subject to a connection fee or capacity charge that is proportionate to its burden upon the sewer system, based upon either size (square footage), or the number of plumbing fixtures, but not exceed the reasonable cost of providing service.

5. ARTICLE 6 – PERMITS AND FEES

Section 6.01, Article 6 Permits and Fees is amended to read as follows (text deletions shown as ~~strikeouts~~, insertions as underlined):

6.01 Sewer Permits

There shall be four ~~(4)~~ (5) classes of permits, as follows:

- (a) Single family residential sewer permit,
- (b) Multiple dwelling sewer permit,
- (c) Public sewer construction permit,
- (d) Fees established by the District for other uses.
- (e) Accessory Dwelling Unit

Permit Fees are set forth on Exhibit “A”, Schedule of Rates and Fees, attached hereto.

CERTIFICATION

This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage.

Introduced at a regular meeting of the Board of Directors held on March 23, 2021, and passed and adopted by the Board of Directors on April 27, 2021, upon the motion of Director _____ and seconded by Director _____ and by the following polled vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Roy Sheppard, Board President

Starr Kilian, Board Vice-President

First Reading: March 23, 2021

Second Reading: April 27, 2021

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 5.2

Agenda Title: Establish policy committee and appoint members.

Meeting Date: 04/27/2021

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

Continued from 03/23/2021.

The district does not have a current policy manual, instead the district relies on either state, federal, and/or existing ordinances to manage its day-to-day operations. A policy manual will provide guidance to management, directors, and the public, by establishing policies in four key sections: general, administration, personnel, and board. Each section will contain policies providing direction based on existing law and/or existing district ordinances and resolutions of the board. The district will utilize a sample policy handbook produced by the California Special District Association. A sample table of contents and policy is attached.

If established, the committee could review and prepare policy language for board consideration each month. Staff will prepare the initial policy language and it is anticipated the majority of the committee's work will be via email. Staff estimates the initial develop will require a 12-month commitment.

Recommendation:

Establish a policy committee and appoint two members of the board to serve.



SECTION 1000**GENERAL**

Policy 1000	Adoption/Amendment of Policies
Policy 1005	Association Memberships
Policy 1010	Basis of Authority
Policy 1015	Board Secretary
Policy 1020	Board/Staff Communication
Policy 1025	Claims Against the District
Policy 1030	Code of Ethics
Policy 1035	Conflict of Interest
Policy 1040	Correspondence to the Board
Policy 1045	Legal Counsel and Auditor
Policy 1050	Overview of the General Manager's Role
Policy 1055	Legislative Advocacy
Policy 1060	Digital Signature

SECTION 2000**ADMINISTRATION****Section 2100 Financial Management**

Policy 2100	Accounts Receivable Policy
Policy 2105	Asset Protection and Fraud in the Workplace
Policy 2110	Budget Preparation
Policy 2115	Credit Card Use
Policy 2120	Employment of Outside Contractors and Consultants
Policy 2125	Expense Authorization
Policy 2130	Investment of District Funds
Policy 2135	Purchasing
Policy 2140	Receiving/Depositing Remittances
Policy 2145	Records Retention
Policy 2150	Reserve Policy
Policy 2155	Debt Management
Policy 2160	Internal Controls

Section 2200 Inventory & Property Management

Policy 2200	Disposal Surplus Property or Equipment
Policy 2205	District Electronic Resources Policy and Procedures
Policy 2210	Use/rental of District Facility
Policy 2215	Naming of District Parks and Facilities
Policy 2220	Flag Display



Section 2300 Risk Management

- Policy 2300 Emergency Preparedness
- Policy 2305 Emergency Response Guideline for Hostile or Violent Incidents
- Policy 2310 Workers' Compensation

Section 2400 Communications & Technology

- Policy 2400 Customer Relations
- Policy 2405 Press Relations
- Policy 2410 Public Complaints
- Policy 2415 Social Media Use
- Policy 2420 Web Page
- Policy 2425 California Public Records Act Response Procedures
- Policy 2430 Electronic Document Retention

SECTION 3000 PERSONNEL

Section 3100 Employment Practices

- Policy 3100 Accommodations for Disability
- Policy 3102 Demotion – Nondisciplinary
- Policy 3104 Disciplinary Action
- Policy 3106 Driver Training and Record Review
- Policy 3108 Drug and Alcohol Testing
- Policy 3110 Employee Information/Emergency Data
- Policy 3112 Employee Promotion
- Policy 3114 Employee Records
- Policy 3116 Employee Status
- Policy 3118 Equal Opportunity
- Policy 3120 Grievance Procedure
- Policy 3122 Hours of Work and Overtime
- Policy 3124 Letters of Recommendation
- Policy 3126 Nepotism
- Policy 3128 Payroll Deductions for Salaried Employees
- Policy 3130 Performance Evaluation
- Policy 3134 Recruitment and Hiring
- Policy 3136 Separation from District Employment
- Policy 3138 Temporary Reclassifications
- Policy 3140 Unlawful Harassment
- Policy 3141 Inclusive Workplace
- Policy 3142 Whistleblowing
- Policy 3144 Telecommuting (exempt employee)



Section 3200 Standards of Conduct

- Policy 3200 Dress Code and Personal Standards
- Policy 3205 Housekeeping
- Policy 3210 Outside Employment
- Policy 3215 Receipt of Gifts
- Policy 3220 Uniforms and Protective Clothing

Section 3300 Communications

- Policy 3300 Internet, E-Mail and Electronic Communications

Section 3400 Compensation & Benefits

- Policy 3400 Authorized Leave
- Policy 3405 Bereavement Leave
- Policy 3410 Catastrophic Time Bank
- Policy 3415 Compensation
- Policy 3420 Educational Assistance
- Policy 3425 Family and Medical Leave
- Policy 3430 Holidays
- Policy 3435 Jury Duty
- Policy 3440 Leave for Crime Victims and Family Members
- Policy 3445 Military Leave
- Policy 3450 Pregnancy Disability Leave
- Policy 3455 Rest & Meal Periods
- Policy 3460 Sick Leave
- Policy 3465 Time Keeping/Time Records
- Policy 3470 Time off for Children – School Activities
- Policy 3475 Time off to Vote
- Policy 3480 Unauthorized Voluntary Absence
- Policy 3485 Use of Make up Time
- Policy 3490 Vacations
- Policy 3495 Workers' Compensation Leave

Section 3500 Health, Safety & Security

- Policy 3500 Employee Assistance During Response to Emergency Situations
- Policy 3505 Health and Welfare Benefits
- Policy 3510 Illness and Injury Prevention Program
- Policy 3515 Smoke-free Workplace
- Policy 3520 Substance Abuse
- Policy 3525 Workplace Violence Prevention



Section 4000 BOARD

Section 4100 Board of Directors

- Policy 4100 Attendance at Meetings
- Policy 4105 Committees of the Board of Directors
- Policy 4110 Duties of Board President
- Policy 4115 Ethics Training
- Policy 4120 Members of the Board of Directors
- Policy 4125 Training, Education and Conferences

Section 4200 Board Meetings

- Policy 4200 Board Actions and Decisions
- Policy 4205 Board Meeting Agenda
- Policy 4210 Board Meeting Conduct
- Policy 4215 Brown Act Compliance – Open Meeting Requirements
- Policy 4220 Minutes of Board Meetings
- Policy 4225 Review of Administrative Decisions
- Policy 4230 Rules of Order for Conduct of Board and Committee Meetings
- Policy 4235 Types of Board Meetings

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 5.3

Agenda Title: Purchase of Fire Command Truck.

Meeting Date: 04/27/2021

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

Estimated Purchase Cost: \$60,000

Estimated Annual Expense (Insurance, communication, fuel, depreciation): \$2,700.

The Fire Department is requesting the purchase of a Fire Command Truck. Current emergency response requires a first stop at the fire station, purchase of a Command Truck will allow the Chief or his/her designee to respond and communicate immediately with dispatch and/or other department members. A quicker response time may be critical to life saving efforts for medical calls or may be critical to controlling property damage for fire related calls.

Staff has prepared a projected cash flow (attached). The cash flow analysis assumes a continued contribution to the restricted fund balance of \$15,347 per year. The purpose of the restricted fund balance is to fund future debt payments to the water fund. The debt restriction will expire in F/Y 2024 and the balance will fully fund the debt to the water fund.

The unrestricted fund balance trends a positive cash flow adding approximately \$15,000 per year above operating expenses and debt service. In 2024 the projected unrestricted cash flow balance will nearly equal the 2021 projected unrestricted balance.

Tax collections occur in December and April each year. Staff believes an ending fund balance equal to the projected operating expenses each year is adequate for cash flow purposes.

Recommendation:

Based on the projected cash flow analysis, staff is recommending approval.

FUND BALANCE PROJECTIONS - Updated April 2021

	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021</u> <u>Projected</u>	<u>2022</u> <u>Projected</u>	<u>2023</u> <u>Projected</u>	<u>2024</u> <u>Projected</u>
<u>Beginning Fund Balance</u>							
Unrestricted	\$ 119,025	\$ 118,470	\$ 127,059	\$ 142,971	\$ 156,109	\$ 110,675	\$ 124,628
(Restricted) Future Debt	\$ 30,695	\$ 46,042	\$ 61,389	\$ 74,797	\$ 90,144	\$ 105,491	\$ 120,838
Total Fund Balance	\$ 149,719	\$ 164,512	\$ 188,447	\$ 217,768	\$ 246,253	\$ 216,166	\$ 245,466
<u>Revenues</u>							
Taxes	\$ 105,828	\$ 111,272	\$ 112,384	\$ 113,508	\$ 114,643	\$ 115,790	\$ 116,948
Grants/Donations/Interest Earned	\$ 8,735	\$ 12,284	\$ 3,891	\$ 39,000			
Total Revenue	\$ 114,563	\$ 123,556	\$ 116,276	\$ 152,508	\$ 114,643	\$ 115,790	\$ 116,948
<u>Expense</u>							
Operations	\$ 53,426	\$ 45,894	\$ 55,269	\$ 56,927	\$ 58,635	\$ 60,394	\$ 62,206
Restriction Future Debt	\$ 15,347	\$ 15,347	\$ 13,408	\$ 15,347	\$ 15,347	\$ 15,347	\$ -
Debt Principal & Interest	\$ 26,096	\$ 26,096	\$ 26,096	\$ 26,096	\$ 26,096	\$ 26,096	\$ 26,096
Total Expense/Debt	\$ 94,869	\$ 87,337	\$ 94,773	\$ 98,370	\$ 100,078	\$ 101,837	\$ 88,302
<u>Capitalized Projects</u>							
Repeater Replacement		\$ 19,881	\$ 5,591				
UniMac Turnout Extractor	\$ 11,543						
Jaws of Life	\$ 7,000						
Cal Fire Grant	\$ 1,705						
Asphalt Repair		\$ 7,750					
SCBA Refill Station				\$ 41,000			
Command Truck					\$ 60,000		
Total CIP	\$ 20,248	\$ 27,631	\$ 5,591	\$ 41,000	\$ 60,000	\$ -	\$ -
<u>Unrestricted Ending Fund Balance</u>							
Balance	\$ 118,470	\$ 127,059	\$ 142,971	\$ 156,109	\$ 110,675	\$ 124,628	\$ 153,274

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 5.4

Agenda Title: Financial reports and budget adjustments.

Meeting Date: 04/27/2021

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

- May 2020 – 2020/2021 Budget presentation
- June 2020 – 2020/2021 Initial budget adoption
- August 2020 – 2020/2021 Final budget adoption
- October 2020 – Quarterly budget adjustments
- January 2021 – Quarterly budget adjustments

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

Budget revenues decreased \$161 for the third quarter. Year to date revenues have increased \$47,867, primarily from domestic and commercial customers. Expenses for the third quarter increased \$15,425, adjustment for contract labor/administration, maintenance, and bad debt account for the changes in third quarter. Year to date budget expenses have increased a total \$7,680. The net result of operations remains positive at \$69,666.

Wastewater

Budget revenues increased \$12,799 for the third quarter primarily from commercial revenues. Year to date budget revenues have increased \$35,202 primarily from commercial customers. Expenses increased \$287 for the third quarter with decreased expenses for wastewater treatment offsetting contract labor. Year to date budget expenses have increased \$22,835 with contract labor, professional services, and utility adjustments accounting for much of the change. The net result of operations is \$55,346. Line repairs are budgeted at \$33,500 and may not be fully expended.

Fire

No adjustments have been made as April tax revenues are pending.

Recommendation:

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

Fieldbrook Glendale Community Services District
Quarterly Water Budget Adjustments
 July 2020 through June 2021

	Adjustments					2021 Budget	Adjusted Budget
	First Qtr	Second Qtr	Third Qtr	Fourth Qtr	Total Adj		
Ordinary Revenue/Expense							
Revenue							
4000 · Revenue							
4100 · Water Revenue							
4110 · Domestic Water Revenue	\$ 6,029	\$ 20,296	\$ (6,483)		\$ 19,842	\$ 391,489	\$ 411,331
4115 · Late Fees - Water	\$ 64	\$ 966	\$ 994		\$ 2,024	\$ 5,125	\$ 7,149
4120 · Business Water Revenue	\$ 7,934	\$ 1,880	\$ 4,382		\$ 14,196	\$ 60,008	\$ 74,204
4130 · Fire Suppression Water Revenue	\$ -	\$ 19	\$ 9		\$ 28	\$ 2,136	\$ 2,164
4135 · Benefit Zone 1-Water Revenue	\$ 2,252	\$ 2,379	\$ (866)		\$ 3,765	\$ 21,468	\$ 25,233
4140 · Water Installation Charges	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
4150 · Water Processing Fees	\$ 35	\$ 105	\$ 210		\$ 350	\$ 560	\$ 910
4156 · Water Reimbursement Income	\$ 6,069	\$ -	\$ (4,828)		\$ 1,241	\$ -	\$ 1,241
4157 · Water Misc. Chg.	\$ -	\$ -	\$ 6,421		\$ 6,421	\$ -	\$ 6,421
4160 · Water Other Revenue	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Total 4100 · Water Revenue	\$ 22,383	\$ 25,645	\$ (161)	\$ -	\$ 47,867	\$ 480,786	\$ 528,653
Total 4000 · Revenue	\$ 22,383	\$ 25,645	\$ (161)	\$ -	\$ 47,867	\$ 480,786	\$ 528,653
Total Revenue	\$ 22,383	\$ 25,645	\$ (161)	\$ -	\$ 47,867	\$ 480,786	\$ 528,653
	\$ 22,383	\$ 25,645	\$ (161)	\$ -	\$ 47,867	\$ 480,786	\$ 528,653
Expense							
5000 · Purchased Water	\$ 1,946	\$ 8,378	\$ (697)		\$ 9,627	\$ 173,411	\$ 183,038
5050 · Director Fees	\$ -	\$ -	\$ -		\$ -	\$ 2,995	\$ 2,995
5100 · Contract Labor/Admin	\$ (9,276)	\$ (10,857)	\$ 4,901		\$ (15,232)	\$ 219,691	\$ 204,459
5150 · Insurance Expense	\$ (9)	\$ 48	\$ -		\$ 39	\$ 3,787	\$ 3,826
5200 · Professional Services	\$ -	\$ 300	\$ 453		\$ 753	\$ 4,835	\$ 5,588
5250 · Dues & Memberships	\$ -	\$ 24	\$ -		\$ 24	\$ 977	\$ 1,001
5300 · Utilities	\$ 414	\$ 368	\$ 174		\$ 956	\$ 12,238	\$ 13,194
5370 · Property Taxes	\$ -	\$ -	\$ -		\$ -	\$ 225	\$ 225
5380 · Supplies	\$ 89	\$ 167	\$ (50)		\$ 206	\$ 1,187	\$ 1,393
5400 · Maintenance Expenses	\$ -	\$ -	\$ 3,693		\$ 3,693	\$ 12,000	\$ 15,693
5550 · Equipment	\$ 136	\$ -	\$ -		\$ 136	\$ -	\$ 136
5590 · Bad Debts	\$ -	\$ -	\$ 6,856		\$ 6,856	\$ 1,250	\$ 8,106
5625 · Bank Charges	\$ (18)	\$ 565	\$ 15		\$ 562	\$ 2,400	\$ 2,962
5700 · Licenses & Fees	\$ -	\$ -	\$ -		\$ -	\$ 4,167	\$ 4,167
6560 · Payroll Expenses	\$ (10)	\$ (10)	\$ 80		\$ 60	\$ 12,144	\$ 12,204
Total Expense	\$ (6,728)	\$ (1,017)	\$ 15,425	\$ -	\$ 7,680	\$ 451,307	\$ 458,987
Net Ordinary Revenue	\$ 29,111	\$ 26,662	\$ (15,586)	\$ -	\$ 40,187	\$ 29,479	\$ 69,666
Other Revenue/Expense							
Other Revenue							
4394 · Grant Income	\$ -	\$ -			\$ -	\$ -	\$ -
4900 · Interest Earnings	\$ (205)	\$ 46	\$ (701)		\$ (860)	\$ 13,074	\$ 12,214
4950 · Connection Fees	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Total Other Revenue	\$ (205)	\$ 46	\$ (701)	\$ -	\$ (860)	\$ 13,074	\$ 12,214
Other Expense							
5350 · Depreciation Expenses	\$ -	\$ -	\$ -		\$ -	\$ 26,639	\$ 26,639
5650 · Interest Expense	\$ (133)	\$ -	\$ (220)		\$ (353)	\$ 13,621	\$ 13,268
5810 · Water Grant Expenses	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Total Other Expense	\$ (133)	\$ -	\$ (220)	\$ -	\$ (353)	\$ 40,260	\$ 39,907
Net Other Revenue	\$ (72)	\$ 46	\$ (481)	\$ -	\$ (507)	\$ (27,186)	\$ (27,693)
Net Revenue	\$ 29,039	\$ 26,708	\$ (16,067)	\$ -	\$ 39,680	\$ 2,293	\$ 41,973

Fieldbrook Glendale Community Services District
Quarterly Wastewater Budget Adjustments
 July 2020 through June 2021

	Adjustments				Total Adj	2021 Budget	Adjusted Budget
	First Qtr	Second Qtr	Third Qtr	Fourth Qtr			
Ordinary Revenue/Expense							
Revenue							
4000 · Revenue							
4200 · Wastewater Revenue							
4210 · Domestic Wastewater Revenue	\$ (1,873)	\$ 1,337	\$ 1,319		\$ 783	\$ 277,200	\$ 277,983
4215 · Late Fees - Wastewater	\$ 37	\$ 610	\$ 1,424		\$ 2,071	\$ 3,600	\$ 5,671
4220 · Business Wastewater Revenue	\$ 3,321	\$ 15,495	\$ 9,801		\$ 28,617	\$ 75,068	\$ 103,685
4250 · Wastewater Processing Fees	\$ (105)	\$ (70)	\$ 105		\$ (70)	\$ 420	\$ 350
4252 · Wastewater Permit Fees	\$ -	\$ -	\$ 150		\$ 150	\$ 1,250	\$ 1,400
4256 · Wastewater Reimbursement	\$ 3,651	\$ -	\$ -		\$ 3,651	\$ -	\$ 3,651
Total 4100 · Wastewater Revenue	\$ 5,031	\$ 17,372	\$ 12,799	\$ -	\$ 35,202	\$ 357,538	\$ 392,740
Total 4000 · Revenue	\$ 5,031	\$ 17,372	\$ 12,799	\$ -	\$ 35,202	\$ 357,538	\$ 392,740
Total Revenue	\$ 5,031	\$ 17,372	\$ 12,799	\$ -	\$ 35,202	\$ 357,538	\$ 392,740
Gross Profit	\$ 5,031	\$ 17,372	\$ 12,799	\$ -	\$ 35,202	\$ 357,538	\$ 392,740
Expense							
5000 · Purchased Wastewater	\$ 1,211	\$ 837	\$ (5,107)		\$ (3,059)	\$ 193,375	\$ 190,316
5100 · Contract Labor/Admin	\$ 3,968	\$ 561	\$ 3,111		\$ 7,640	\$ 41,300	\$ 48,940
5150 · Insurance Expense	\$ 110	\$ -	\$ -		\$ 110	\$ 3,069	\$ 3,179
5200 · Professional Services	\$ -	\$ 936	\$ 374		\$ 1,310	\$ 4,835	\$ 6,145
5250 · Dues & Memberships	\$ (977)	\$ 1,001	\$ -		\$ 24	\$ 977	\$ 1,001
5300 · Utilities	\$ 734	\$ 2,723	\$ 934		\$ 4,391	\$ 12,327	\$ 16,718
5300 · Fuel (Generator)	\$ -	\$ -	\$ -		\$ -	\$ 500	\$ 500
5370 · Property Taxes	\$ -	\$ -	\$ -		\$ -	\$ 324	\$ 324
5380 · Supplies	\$ 61	\$ 107	\$ 107		\$ 275	\$ 1,200	\$ 1,475
5400 · Maintenance Expenses	\$ -	\$ -	\$ -		\$ -	\$ 33,500	\$ 33,500
5550 · Equipment	\$ 136	\$ -	\$ -		\$ 136	\$ -	\$ 136
5590 · Bad Debts	\$ -	\$ -	\$ -		\$ -	\$ 3,000	\$ 3,000
5625 · Bank Charges	\$ 257	\$ 216	\$ 45		\$ 518	\$ 1,680	\$ 2,198
5700 · Licenses & Fees	\$ (105)	\$ 276	\$ 111		\$ 282	\$ 3,740	\$ 4,022
6560 · Payroll Expenses	\$ 378	\$ (350)	\$ 712		\$ 740	\$ 25,200	\$ 25,940
Total Expense	\$ 5,773	\$ 6,307	\$ 287	\$ -	\$ 12,367	\$ 325,027	\$ 337,394
Net Ordinary Revenue	\$ (742)	\$ 11,065	\$ 12,512	\$ -	\$ 22,835	\$ 32,511	\$ 55,346
Other Revenue/Expense							
Other Revenue							
4900 · Interest Earnings	\$ 23	\$ 24	\$ (53)		\$ (6)	\$ 360	\$ 354
4950 · Connection Fees	\$ 779	\$ 1,641	\$ 18,400		\$ 20,820	\$ 27,600	\$ 48,420
Total Other Revenue	\$ 802	\$ 1,665	\$ 18,347	\$ -	\$ 20,814	\$ 27,960	\$ 48,774
Other Expense							
5350 · Depreciation Expenses	\$ -	\$ -	\$ -		\$ -	\$ 94,362	\$ 94,362
5650 · Interest Expense	\$ -	\$ -	\$ -		\$ -	\$ 2,466	\$ 2,466
Total Other Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,828	\$ 96,828
Net Other Revenue	\$ 802	\$ 1,665	\$ 18,347	\$ -	\$ 20,814	\$ (68,868)	\$ (48,054)
Net Revenue	\$ 60	\$ 12,730	\$ 30,859	\$ -	\$ 43,649	\$ (36,357)	\$ 7,292

Fieldbrook Glendale Community Services District
Quarterly Fire Dept. Budget Adjustments
 July 2020 through June 2021

	Adjustments					2020 Budget	Adjusted Budget
	First Qtr	Second Qtr	Third Qtr	Fourth Qtr	Total Adj		
Ordinary Revenue/Expense							
Revenue							
4000 · Revenue							
4300 · Fire Revenue							
4310 · Current Secured Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$56,789	\$56,789
4320 · Current Unsecured Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,355	\$2,355
4330 · Prior Year Secured Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$181	\$181
4341 · Prop 172 Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,214	\$1,214
4350 · Property Tax Assesments	\$ -	\$ -	\$ -	\$ -	\$ -	\$40,575	\$40,575
4360 · Timber Yield Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$225	\$225
4370 · Homeowners' Exemption	\$ -	\$ -	\$ -	\$ -	\$ -	\$351	\$351
4380 · Supplemental Tax - Current	\$ -	\$ -	\$ -	\$ -	\$ -	\$767	\$767
4385 · Supplemental Tax - Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$139	\$139
4392 · Prop Tax Exchange Agreement	\$ -	\$ -	\$ -	\$ -	\$ -	\$0	\$0
4395 · Other Income - Fire Dept.	\$ -	\$ 1,935	\$ -	\$ -	\$ 1,935	\$100	\$2,035
Total 4300 · Fire Revenue	\$ -	\$ 1,935	\$ -	\$ -	\$ 1,935	\$ 102,696	\$ 104,631
Total 4000 · Revenue	\$ -	\$ 1,935	\$ -	\$ -	\$ 1,935	\$ 102,696	\$ 104,631
Total Revenue	\$ -	\$ 1,935	\$ -	\$ -	\$ 1,935	\$ 102,696	\$ 104,631
Gross Profit	\$ -	\$ 1,935	\$ -	\$ -	\$ 1,935	\$ 102,696	\$ 104,631
Expense							
5050 · Chief Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 599	\$599
5120 · Contract Labor/Admin	\$ 131	\$ -	\$ -	\$ -	\$ 131	\$ -	\$131
5130 · Assessment Fee-LAFCo	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 113	\$113
5150 · Insurance Expense	\$ -	\$ (445)	\$ -	\$ -	\$ (445)	\$ 21,029	\$20,584
5200 · Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,835	\$4,835
5250 · Dues & Memberships	\$ -	\$ 339	\$ -	\$ -	\$ 339	\$ 2,680	\$3,019
5300 · Utilities	\$ -	\$ 517	\$ -	\$ -	\$ 517	\$ 9,846	\$10,363
5360 · Transportation & Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$1,800
5380 · Supplies	\$ -	\$ 1,369	\$ -	\$ -	\$ 1,369	\$ 3,900	\$5,269
5400 · Maintenance Expenses	\$ -	\$ 1,495	\$ -	\$ -	\$ 1,495	\$ 5,950	\$7,445
5550 · Equipment	\$ -	\$ 79	\$ -	\$ -	\$ 79	\$ 2,350	\$2,429
5700 · Licenses & Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
5710 · Chiefs' Incentive Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$1,500
6560 · Payroll Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,740	\$1,740
Total Expense	\$ 131	\$ 3,354	\$ -	\$ -	\$ 3,485	\$ 56,342	\$ 59,827
Net Ordinary Revenue	\$ (131)	\$ (1,419)	\$ -	\$ -	\$ (1,550)	\$ 46,354	\$ 44,804
Other Revenue/Expense							
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -		
4900 · Interest Earnings	\$ -	\$ (18)	\$ -	\$ -	\$ (18)	\$ 1,272	\$1,254
Total Other Revenue	\$ -	\$ (18)	\$ -	\$ -	\$ (18)	\$ 1,272	\$ 1,254
Other Expense							
5350 · Depreciation Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,750	\$47,750
5650 · Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,508	\$9,508
Total Other Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,258	\$ 57,258
Net Other Revenue	\$ -	\$ (18)	\$ -	\$ -	\$ (18)	\$ (55,986)	\$ (56,004)
Net Revenue	\$ (131)	\$ (1,437)	\$ -	\$ -	\$ (1,568)	\$ (9,632)	\$ (11,200)

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 5.5

Agenda Title: Fire/Wastewater Loans, set interest rates for fiscal year 2022.

Meeting Date: 04/27/2021

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

May 2013 Fire house loan \$182,400, 4% interest, 10-year note (Wall Street Journal (WSJ) rate 3.25%)

April 2014 No change (WSJ rate 3.25%)

April 2015 No change (WSJ rate 3.25%)

Jan. 2016 Refinanced Fire house loan \$151,459, 4% interest, 18-year note

Jan 2016 Water Tender loan \$110,000, 4% interest, 10-year note (WSJ rate 3.25%)

Jan 2016 Fire reserve designation requirement to collateralize due on June 30, 2024.

April 2016 No change (WSJ rate 3.5%)

April 2017 Rate adjusted to 4.5% (WSJ rate 3.75%)

April 2018 No change (WSJ rate 4.75%)

April 2019 Wastewater loan \$65,000, 4.5% interest rate, 7-year note

April 2019 No change, 4.5% interest rate, (WSJ rate 5.5%)

April 2020 No change, 4.5% interest rate, (WSJ rate 3.25%)

The original notes for the fire house, water tender remained unchanged from 2013-2017 at 4% per annum. Loan rates were adjusted to 4.5% in 2017 and became effective in 2018. The original loans were based on the WSJ prime rate plus three-quarters of a point (.75). The WSJ prime rate adjusted in 2016 to 3.5%, 2017 to 3.75%, 2018 to 4.75%, 2019 to 5.5%, 2020 to 3.25%.

The WSJ rate was 3.25% on March 31, 2021 (unchanged from March 2020).

Recommendation:

Staff is recommending not to change the current rate of 4.5%.

Prime rate, federal funds rate, COFI

The prime rate, as reported by The Wall Street Journal's bank survey, is among the most widely used benchmark in setting home equity lines of credit and credit card rates. It is in turn based on the federal funds rate, which is set by the Federal Reserve. The COFI (11th District cost of funds index) is a widely used benchmark for adjustable-rate mortgages.

Click on the links below to find a fuller explanation of the term.

Prime rate, federal funds rate, COFI

UPDATED: 04/20/2021

	THIS WEEK	MONTH AGO	YEAR AGO
WSJ Prime Rate	3.25	3.25	3.25
Federal Discount Rate	0.25	0.25	0.25
Fed Funds Rate (Current target rate 0.00-0.25)	0.25	0.25	0.25
11th District Cost of Funds	0.41	0.46	0.99

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 5.6

Agenda Title: District Website/Stationery Logo Development.

Meeting Date: 04/27/2021

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

Estimated cost: \$2,243 + photography charges.

Staff is requesting the District contract with Cox Rasmussen & Company for the development of a new logo design for use on the District's website and stationery. The logo would be available in various electronic formats.

Staff is also requesting authorization to hire a photographer to take photos of local points of interest (primarily Fieldbrook/Glendale) to post on our website.

Recommendation:

Approval.

Fieldbrook Glendale
Community Services District
Agenda Background

Agenda Item: 5.7

Agenda Title: Water service connection, Anne Harvey, 220 Buckman Trail

Meeting Date: 04/27/2021

Presented by: Richard Hanger

Type of Item: Action Discussion Information

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

Background:

The applicant is requesting water service for their residence at 220 Buckman Trail. Additionally, the applicant has indicated that three neighboring parcels may also file an application for water service in the future. The District has met with HBMWD and determined that a bank of meter boxes (four) may be placed parallel to Murray Road at the base of Buckman Trail to service the additional residences. Ms. Harvey will pay all installation fees and will be reimbursed by the other potential applicants. A quote for the installation, meter cost, and connection fee is being prepared.

Recommendation:

Approval.

Application for Water/Sewer Service

Date to Start Service: _____
Name Harvey Gullion Properties LLC Social Security No. 83-4359797
(Please Print or Type Legibly)
Co-Applicant _____ Co-Applicant Social Security No. _____
(Please Print or Type Legibly)
Service Address 220 Buckman Trail Lane, McKinleyville, CA 95519
Mailing Address 850 E. Oak St., Fort Bragg, CA 95437
Email Address harvgulle@gmail.com DL No. N8442317 St. CA
Cell Ph. No. 707 228 8196 Home/Alternate Ph. No. 707 228 8234
Property Owner Harvey Gullion Properties LLC Owner Ph. No. 707 228 8196
Employer self Work Ph. No. 707 228 8196

A one-time, non-refundable processing fee is required on ALL water and sewer service connections.
\$35.00 - Water Payment - Credit Card CC Cash _____ Check # _____ Date: H.B.M.W.D. APR 20 2021 CB
\$35.00 - Sewer Payment - Credit Card N/A Cash _____ Check # _____ Date: _____

[Signature] I understand it is my responsibility to notify the District immediately when I vacate this property.
(Initials)
[Signature] I understand that the District will not be responsible for any damages on my property arising out of low or high-pressure conditions or interruption of service.
(Initials)

Water Charges:
The water meters are read and billed monthly. A baseline allowance of 500 cubic feet of water consumption is included in the base monthly charge. Each additional 100 cubic feet of water consumption is charged an additional \$2.76 per 100 cubic feet.

Sewer Charges:
Domestic and Business sewer charges are based on water consumption. The first 400 cubic feet of water consumption is included in the base sewer rate charge of \$104.31 per month. Each additional 100 cubic feet of water consumption is charged an additional \$9.75 per 100 cubic feet.

LATE FEES:
[Signature] Charges are due and payable upon receipt of the bill. I understand to avoid penalties and late charges (10 %) my account must be paid in full by the 23rd of each month.
(Initials)

TERMINATION OF SERVICE FOR NON-PAYMENT:
[Signature] Service terminated due to non-payment requires a service charge of \$50.00 to restore water service.
(Initials)

[Signature] Service terminated due to non-payment will not be restored until the following business day.
Signature of Applicant _____ Date 4/20/21

Signature of Co-Applicant _____ Date _____



Fieldbrook Glendale
Community Services District

Fieldbrook Glendale Community Services District

828 Seventh Street | PO Box 95
Eureka, CA 95501
(707) 443-5018
billing@hbmwd.com

XBP Confirmation Number: 98077963

Transaction detail for payment to Fieldbrook Glendale Community Services District .			
			Date: 04/20/2021 - 5:37:01 PM
Transaction Number: 146923953PT Visa — XXXX-XXXX-XXXX-0193 Status: Successful			
Account #	Item	Quantity	Item Amount
	Water Processing Fee	1	\$35.00
Notes: 220 Buckman Trail			

TOTAL: \$35.00

Billing Information

Anne L Harvey
, 95437
harvgull@gmail.com

Transaction taken by: cborghino