

September 22, 2020
Fieldbrook Fire Hall & Teleconference, 7:30 PM
AGENDA

1. Roll Call

2. Agenda Modifications

3. Public Comments

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

4. Reports

- 4.1 Wastewater Report
 - 4.1.1 – Monthly report
- 4.2 Safety Report
- 4.3 Fire Chief Report
 - 4.3.1 – Call/incident report.
- 4.4 District Engineer Report –
 - 4.4.1 – Muni meeting report –
 - 4.4.2 – Anker Tank – update
- 4.5 General Manager Report
 - 4.5.1 –
- 4.6 Reports by members of the Board.

5. Consent Agenda

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

- 5.1 Approval of minutes
 - 5.1.1 Regular Board Meeting, August 25, 2020.
- 5.2 Correspondence/Information Items
 - 5.2.1
- 5.3 Financial Reports
 - 5.3.1 Interfund Transfers \$42,018.50
 - 5.3.2 Checks (#6228-6248) \$58,082.54
 - 5.3.3 Payroll \$3,113.82
 - 5.3.4 General Journal Entries 485
 - 5.3.5 General Manager reimbursement \$139.99 (Zoom \$40.00, Micro.Office \$99.99)

6. Action/Discussion Items

- 6.1 – None.

7. Future Agenda Item's

- 7.1 – Draft MD&A for Audit.
- 7.2 –

8. Executive Session/Closed Session

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

9. Adjournment/Announcements

- 9.1 - Next regular meeting October 27, 2020.

August 25, 2020
Fieldbrook Fire Hall & Teleconference, 7:30 PM
MINUTES

1. Roll Call

Vice-President Starr Kilian called the meeting to order at 7:30 PM. Board members present were Director Rich Grissom (teleconference), Director Jason Garlick (teleconference), and Director Janet Miller. President Roy Sheppard and Fire Chief Jack Sheppard were absent. District Engineer's Rebecca Crow & Hannah Gidanian were absent, Sewer Technician Grant Weaver and General Manager Richard Hanger were present.

2. Agenda Modifications None.

3. Public Comments None.

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

4. Reports

4.1 Wastewater Report

4.1.1 – Monthly report – *Sewer Technician Grant Weaver reported the system is functioning properly. Weir well #1 has been pumped and cleaned, Weir well #2 is pending an opening in the schedule.*

4.2 Safety Report – *received and filed.*

4.3 Fire Chief Report

4.3.1 – Call/incident report. – *Fire Chief Jack Sheppard emailed the following report. Four mutual aid calls. The department has resumed weekly meetings. The department is supporting the Arcata Fire Protection District – Measure F.*

4.4 District Engineer Report – *no reports.*

4.4.1 – Muni meeting report –

4.4.2 – Anker Tank – update

4.5 General Manager Report

4.5.1 – *no additional report.*

4.6 Reports by members of the Board – *no reports.*

5. Consent Agenda

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

5.1 Approval of minutes

5.1.1 Regular Board Meeting, July 28, 2020.

5.2 Correspondence/Information Items

5.2.1 HC Sharing of Proposition 172 Revenue for F/Y 2020-21.

5.2.2 HBMWD request support for Grant Application.

5.2.3 FGCSO support for HBMWD Grant Application.

5.2.4 HBMWD Wholesale water charges F/Y 2020-21.

5.3 Financial Reports

5.3.1 Interfund Transfers \$21,296.34

5.3.2 Checks (#6207-6227) \$59,396.74

5.3.3 Payroll \$2,955.92

5.3.4 General Journal Entries 479-484

5.3.5 General Manager reimbursement (Zoom \$40.00)

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

6. Action/Discussion Items

6.1 – Public Hearing, Budget Adoption. Action.

The public hearing was opened, and General Manger Richard Hanger provided the staff report. There were no public comments. The public hearing was closed, and the item returned to the board for consideration.

Director Janet Miller moved to approve the budgets for fiscal year 2021 as presented. Director Richard Grissom seconded the motion. The motion carried on a roll call vote. Ayes, Miller, Grissom, Garlick, Kilian. Absent Roy Sheppard.

6.2 – Wastewater treatment costs pass-through. Action.

General Manager Richard Hanger provided the staff report and recommended the district not pass-through the first year of increased costs from the City of Arcata.

Director Richard Grissom moved to leave wastewater rates unchanged as presented. Director Jason Garlick seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

6.3 – HC Elections Candidacy Results, appoint a qualified person. Action.

Director Janet Miller moved to recommend Richard Grissom to fill the available seat and to forward the recommendation to the Office of Elections for consideration by the Humboldt County Board of Supervisors. Director Jason Garlick seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

7. Future Agenda Item's

7.1 – Draft MD&A for Audit.

7.2 –

8. Executive Session/Closed Session

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

9. Adjournment/Announcements

9.1 - Next regular meeting September 22, 2020.

Meeting adjourned at 8:02 PM.

Respectfully submitted,

Richard Hanger
Secretary to the Board

Starr Kilian
Vice-President

Attachments
CCCU fund transfer
Initialed disbursement register

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

September 22, 2020

Attention:

Christina Morrison [REDACTED]

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

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

Please transfer the following

Member Number [REDACTED]

From: S70 Business Liquid Asset Account \$ 42,018.50
To: S61 Water Checking \$ 42,018.50

Sept. Reconciliation	
Check Register	\$ 58,082.54
#6228-6248	\$ 58,082.54
Other Deposit	\$ -
	\$ -
Transfer Totals	\$ (42,018.50)
Anker Tank Project	\$ 3,197.91
Fire	\$ 1,257.56
Sewer	\$ 20,287.56
Water	\$ 34,275.47
Reduce Water Transf	\$ (17,000.00)
Gross Pay	\$ 3,113.82
<Net Pay>	\$ (2,380.73)
Empr. Taxes	\$ 240.87
Adjustments	
PSPS Credit	\$ 27.33
Verizon	\$ (65.33)
Reduce Water Transf	\$ (17,000.00)
Reconciliation	\$ (58,082.54)
Balance	\$ -

Fieldbrook Glendale Community Services District
Interfund Activity Report
As of September 22, 2020

Type	Date	Num	Name	Account	Class	Amount	Balance
Anker Tank Replacement							0.00
Bill	08/31/2020	148761	Anker T...	5810.10 · 10-Environmental Support (10-Enviro...	Enterprise:A...	3,197.91	3,197.91
Total Anker Tank Replacement						3,197.91	3,197.91
Interfund Expenses/Fire							2.00
Bill	08/27/2020	902855	Interfun...	5397 · Medical Supplies (Medical Supplies)	Fire Depart...	122.25	124.25
Bill	08/31/2020	CL 20...	Interfun...	5365 · Fuel Expenses (Fuel Expenses)	Fire Depart...	143.22	267.47
Bill	08/31/2020	Aug 2...	Interfun...	5335 · Water (Water)	Fire Depart...	49.44	316.91
Bill	08/31/2020	1563...	Interfun...	5320 · Electric (Electric)	Fire Depart...	160.35	477.26
Bill	09/02/2020	532945	Interfun...	5346 · Security - Firehouse (Advanced Security...	Fire Depart...	76.50	553.76
Bill	09/05/2020	707-8...	Interfun...	5310 · Telephone (Telephone)	Fire Depart...	357.64	911.40
Bill	09/17/2020	Sept 2...	Interfun...	5345 · Internet Service (Internet Service)	Fire Depart...	152.08	1,063.48
Bill	09/17/2020	Sept 2...	Interfun...	5075 · Chief Expenses - Fire (Chief Expenses - ...)	Fire Depart...	50.00	1,113.48
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Fire Depart...	133.84	1,247.32
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.00	1,247.32
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Fire Depart...	8.30	1,255.62
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Fire Depart...	1.94	1,257.56
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.00	1,257.56
Total Interfund Expenses/Fire						1,255.56	1,257.56
Interfund Expenses/Sewer							1.00
Check	08/31/2020	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:S...	16.24	17.24
Bill	08/31/2020	51147	Interfun...	5625.02 · Merchant Fees (Merchant Fees)	Enterprise:S...	63.87	81.11
Bill	08/31/2020	0004812	Interfun...	5020 · Purchased Sewer Services (Purchased ...)	Enterprise:S...	12,354.49	12,435.60
Bill	08/31/2020	0004812	Interfun...	5020 · Purchased Sewer Services (Purchased ...)	Enterprise:S...	50.51	12,486.11
Bill	08/31/2020	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:S...	421.67	12,907.78
Bill	08/31/2020	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:S...	334.09	13,241.87
Bill	08/31/2020	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:S...	2,528.40	15,770.27
Bill	08/31/2020	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:S...	149.25	15,919.52
Bill	08/31/2020	0912...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	527.47	16,446.99
Bill	08/31/2020	0213...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	97.09	16,544.08
Bill	08/31/2020	148770	Interfun...	5121 · Engineering Expenses	Enterprise:S...	805.00	17,349.08
Bill	08/31/2020	148770	Interfun...	5121 · Engineering Expenses	Enterprise:S...	42.00	17,391.08
Bill	09/05/2020	707-8...	Interfun...	5310 · Telephone (Telephone)	Enterprise:S...	321.58	17,712.66
Bill	09/05/2020	707-8...	Interfun...	5310 · Telephone (Telephone)	Enterprise:S...	372.84	18,085.50
Paycheck	09/17/2020	6246	Interfun...	6560 · Payroll Expenses	Enterprise:S...	157.44	18,242.94
Paycheck	09/17/2020	6246	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	18,242.94
Paycheck	09/17/2020	6246	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.16	18,243.10
Paycheck	09/17/2020	6246	Interfun...	6560 · Payroll Expenses	Enterprise:S...	9.76	18,252.86
Paycheck	09/17/2020	6246	Interfun...	6560 · Payroll Expenses	Enterprise:S...	2.28	18,255.14
Paycheck	09/17/2020	6247	Interfun...	6560 · Payroll Expenses	Enterprise:S...	2.52	18,257.66
Paycheck	09/17/2020	6247	Interfun...	6560 · Payroll Expenses	Enterprise:S...	948.78	19,206.44
Paycheck	09/17/2020	6247	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	19,206.44
Paycheck	09/17/2020	6247	Interfun...	6560 · Payroll Expenses	Enterprise:S...	58.82	19,265.26
Paycheck	09/17/2020	6247	Interfun...	6560 · Payroll Expenses	Enterprise:S...	13.75	19,279.01
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	19,279.01
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:S...	936.88	20,215.89
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	20,215.89
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:S...	58.09	20,273.98
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:S...	13.58	20,287.56
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	20,287.56
Total Interfund Expenses/Sewer						20,286.56	20,287.56
Interfund Expenses/Water							1.00
Check	08/31/2020	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:...	23.76	24.76
Bill	08/31/2020	51147	Interfun...	5625.02 · Merchant Fees (Merchant Fees)	Enterprise:...	93.49	118.25
Bill	08/31/2020	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	896.87	1,015.12
Bill	08/31/2020	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	12,201.35	13,216.47
Bill	08/31/2020	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	1,403.68	14,620.15
Bill	08/31/2020	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	718.06	15,338.21
Bill	08/31/2020	Aug 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	-41.64	15,296.57
Bill	08/31/2020	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:...	599.58	15,896.15
Bill	08/31/2020	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:...	475.06	16,371.21
Bill	08/31/2020	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:...	3,595.17	19,966.38
Bill	08/31/2020	Aug 2...	Interfun...	5110.1 · HBMWD Admin & Billing (HBMWD Ad...	Enterprise:...	212.23	20,178.61
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	8,333.28	28,511.89
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	837.53	29,349.42
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	95.00	29,444.42
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	253.75	29,698.17
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	67.33	29,765.50
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	638.50	30,404.00
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	17.25	30,421.25
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	112.50	30,533.75
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	103.23	30,636.98
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	30,636.98
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	30,636.98

Fieldbrook Glendale Community Services District
Interfund Activity Report
As of September 22, 2020

Type	Date	Num	Name	Account	Class	Amount	Balance
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	30,636.98
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	30,636.98
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	552.27	31,189.25
Bill	08/31/2020	Aug 2...	Interfun...	5110.2 · HBMWD - Maintenance & Operation (...)	Enterprise:...	0.00	31,189.25
Bill	08/31/2020	Aug 2...	Interfun...	5410 · Line Repairs Maintenance (Line Repairs...	Enterprise:...	0.00	31,189.25
Bill	08/31/2020	Aug 2...	Interfun...	5410 · Line Repairs Maintenance (Line Repairs...	Enterprise:...	0.00	31,189.25
Bill	08/31/2020	7997-5	Interfun...	5320 · Electric (Electric)	Enterprise:...	1,491.40	32,680.65
Bill	08/31/2020	9923-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	64.66	32,745.31
Bill	08/31/2020	0097-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	27.33	32,772.64
Bill	08/31/2020	148770	Interfun...	5121 · Engineering Expenses	Enterprise:...	92.50	32,865.14
Bill	08/31/2020	148770	Interfun...	5121 · Engineering Expenses	Enterprise:...	3.00	32,868.14
Bill	09/07/2020	234 84...	Interfun...	5310 · Telephone (Telephone)	Enterprise:...	91.55	32,959.69
Bill	09/17/2020	707-4...	Interfun...	5310 · Telephone (Telephone)	Enterprise:...	57.23	33,016.92
Bill	09/17/2020	Sept 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	33,066.92
Bill	09/17/2020	Sept 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	33,116.92
Bill	09/17/2020	Sept 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	33,166.92
Bill	09/17/2020	Sept 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	33,216.92
Bill	09/17/2020	Sept 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...)	Enterprise:...	50.00	33,266.92
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:...	936.88	34,203.80
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	34,203.80
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	34,203.80
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:...	58.08	34,261.88
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:...	13.59	34,275.47
Paycheck	09/17/2020	6248	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	34,275.47
Total Interfund Expenses/Water						34,274.47	34,275.47
TOTAL						59,014.50	59,018.50

Fieldbrook Glendale Community Services District
Check Register for this Month
August 26 through September 22, 2020

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	08/26/2020	E-Pay	Intuit Quick Books	-4.00
Check	08/31/2020	E-Pay	Coast Central Credit ...	-40.00
Bill Pmt -Check	08/31/2020		PG&E	0.00
Bill Pmt -Check	09/03/2020	E-Pay	Verizon	-65.33
Bill Pmt -Check	09/08/2020	E-Pay	XPress Bill Pay	-157.36
Bill Pmt -Check	09/17/2020	6228	Advanced Security Sy...	-76.50
Bill Pmt -Check	09/17/2020	6229	AT&T	-57.23
Bill Pmt -Check	09/17/2020	6230	City of Arcata	-12,405.00
Bill Pmt -Check	09/17/2020	6231	Fieldbrook Glendale C...	-49.44
Bill Pmt -Check	09/17/2020	6232	GHD, Inc	-4,140.41
Bill Pmt -Check	09/17/2020	6233	Humboldt Bay M&O	-19,326.09
Bill Pmt -Check	09/17/2020	6234	Humboldt Bay Munici...	-15,178.32
Bill Pmt -Check	09/17/2020	6235	Jack Sheppard	-50.00
Bill Pmt -Check	09/17/2020	6236	Janet Miller	-50.00
Bill Pmt -Check	09/17/2020	6237	Jason Garlick	-50.00
Bill Pmt -Check	09/17/2020	6238	PG&E	-2,340.97
Bill Pmt -Check	09/17/2020	6239	Rich Grissom	-50.00
Bill Pmt -Check	09/17/2020	6240	Roy Sheppard	-50.00
Bill Pmt -Check	09/17/2020	6241	Starr Kilian	-50.00
Bill Pmt -Check	09/17/2020	6242	Sudden Link	-152.08
Bill Pmt -Check	09/17/2020	6243	Valley Pacific	-143.22
Bill Pmt -Check	09/17/2020	6244	AT&T	-1,143.61
Bill Pmt -Check	09/17/2020	6245	Nasco	-122.25
Paycheck	09/17/2020	6246	Brian D. Carr	-143.83
Paycheck	09/17/2020	6247	Grant Weaver	-866.72
Paycheck	09/17/2020	6248	Richard A Hanger	-1,370.18
Total 1015 · Water Dept Checking (Water Dept Checking)				-58,082.54
Total 1012 · General Fund Checking (All Funds)				-58,082.54
Total 1000 · Coast Central Credit Un.				-58,082.54
TOTAL				-58,082.54

1:48 PM
09/17/20

**Fieldbrook Glendale Community Services District
Journal**

August 26 through September 22, 2020

Trans #	Type	Date	Num	Name	Memo	Account	Debit	Credit
16978	General Journal	08/26/2020	485		Reconcile Cash (Ace Hardware Credit)	1029 · Fire Asset Acc...	11.43	
					-MULTIPLE-	1027 · Water Assets ...		164.35
					Reconcile Month End	1028 · Sewer Asset ...	152.92	
							<u>164.35</u>	<u>164.35</u>
TOTAL							<u>164.35</u>	<u>164.35</u>

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

Invoice Date: 08/30/2020
 Invoice #: INV38893845
 Payment Terms: Due Upon Receipt
 Due Date: 08/30/2020
 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	08/30/2020-09/29/2020	\$40.00	\$0.00	\$40.00

INVOICE TOTALS	
Subtotal:	\$40.00
Total (Including Tax):	\$40.00
Invoice Balance:	\$0.00

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

TRANSACTIONS	
Invoice Total	\$40.00

rhanger50@gmail.com

From: Richard Hanger <rhanger50@outlook.com>
Sent: Thursday, September 17, 2020 2:16 PM
To: Richard Hanger
Subject: Fwd: Microsoft 365 Family charged successfully

Get [Outlook for Android](#)

From: Microsoft Store <stremail@microsoft.com>
Sent: Sunday, September 6, 2020 9:24:07 PM
To: rhanger50@outlook.com <rhanger50@outlook.com>
Subject: Microsoft 365 Family charged successfully

Thanks for subscribing



Hi Richard,

Thanks for subscribing to Microsoft 365 Family.

Office 365 is now Microsoft 365. Microsoft 365 includes everything you enjoy in Office 365, like premium Office apps, and 1 TB of cloud storage, plus new subscription benefits.

Your subscription was successfully charged on Monday, September 7, 2020. Your recurring billing is scheduled for Tuesday, September 7, 2021.

Recurring billing will happen every year at \$99.99 plus applicable taxes. [Manage your subscription](#) to change how you pay, or cancel any time to stop future charges.

[Discover benefits](#)