

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

June 23, 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, May 19, 2020.

5.2 Correspondence/Information Items

5.2.1 HC Elections, Notice of Election 11/03/2020.

5.3 Financial Reports

5.3.1 Interfund Transfers \$109,926.27

5.3.2 Checks (#6141-6171) \$89,116.09

5.3.3 Payroll \$3,513.60

5.3.4 General Journal Entries 465-468

5.3.5 General Manager reimbursement (Zoom \$40.00), Fire Chief (Amazon-Ink) \$71.86

**6. Action/Discussion Items**

6.1 Budget Adoption. Action.

**7. Future Agenda Item's**

7.1 – Quarterly financial reports and budget adjustments.

7.2 – Board remuneration.

7.3 – Wholesale water rate adjustment.

7.4 – Biennial conflict of interest code.

**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 July 28, 2020

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

June 23, 2020  
Fieldbrook Fire Hall & Teleconference, 7:30 PM

**Welcome to the Board Meeting – June 23, 2020**

This meeting is being held via Zoom and all attendees are muted by default. To join via computer, click the link on the meeting date and time:

<https://us02web.zoom.us/j/88006719863>

If you do not have speakers or a microphone on your computer, you can dial in for audio.

Call (669) 900-9128 and enter ID

**880 0671 9863**

If you would like to speak during the public comment portion of the meeting, you have the following options:

Online - raise your hand or use the Q&A panel to submit written comments.

Phone - press #9 to raise your hand, #6 to send a request to be unmuted to submit verbal comments.

Public engagement is important to us and meeting remotely is a new process. We appreciate everyone's understanding as we figure this out together.

The length of public comments may be limited to 2 minutes based on the discretion of the chair.

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

May 19, 2020  
Fieldbrook Fire Hall & Teleconference, 7:30 PM  
MINUTES

**1. Roll Call**

*General Manager Richard Hanger determined a quorum was not available for the regular meeting of the Board of Directors on May 26, 2020. The regular meeting was rescheduled for May 19, 2020 and notice of the meeting date change was provided on the district website. Vice-President Starr Kilian called the meeting to order at 7:33 PM. Board members present were Director Rich Grissom (teleconference), Director Jason Garlick (teleconference), and Director Janet Miller. President Roy Sheppard, Fire Chief Jack Sheppard and Sewer Technician Grant Weaver were absent. District Engineer Rebecca Crow (teleconference), District Engineer Hannah Gidanian (teleconference), and General Manager Richard Hanger were present.*

**2. Agenda Modifications**

*The agenda was modified to include action item 6.2. Resolution #2020-03 Annual confirmation of tax assessment and rate.*

**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 provided a report via email. The report included a request to expend approximately \$5,600 for Air Relief Valve purchases. These are currently budgeted. Also, the report included completion of the refurbished wastewater pump which came in under budget at approximately \$7,500 (originally budgeted at \$10,000).*

**4.2 Safety Report – Disinfectant and other supplies were purchased for prevention of Covid-19.**

**4.3 Fire Chief Report**

**4.3.1 – Call/incident report.**

*Fire Chief Jack Sheppard provided a report via email. The report included two medical and three mutual aid calls. Weekly meetings remain cancelled and are anticipated to resume the second week of June or early July depending upon guidance from County health officials. Fire hydrant maintenance is scheduled for June.*

**4.4 District Engineer Report –**

**4.4.1 – Muni meeting report –**

*District Engineer Rebecca Crow reviewed water usage comparison 2018 vs. 2019 for municipalities for the period of December-April. The data will be discussed at the Muni meeting on May 20, 2020.*

**4.4.2 – Anker Tank – update**

*District Engineer Hannah Gidanian reported the site survey, cultural resources survey and report, and wetland/biological study have been completed and submitted. The migratory bird survey is scheduled. Tank manufacturers have been contacted for quotes and preliminary design information.*

**4.5 General Manager Report**

**4.5.1 – Potential TRANs participation.**

*General Manager Richard Hanger discussed the possibility of issuing a Tax Revenue Anticipation Note (TRANs) to finance cash flow needs for the Anker Tank replacement project. The district is working with the California Special District Association.*

**4.6 Reports by members of the Board. None.**

**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, April 28, 2020.**

**5.1.2 Special Board Meeting, May 5, 2020.**

**5.2 Correspondence/Information Items**

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

5.2.1 LAFCo Budget for F/Y 20-21.

5.3 Financial Reports

- 5.3.1 Interfund Transfers \$24,533.58 (05/05), \$37,543.48 (05/19) Total \$62,077.06
- 5.3.2 Checks (#6119-6140) \$61,792.20
- 5.3.3 Payroll \$4,541.15
- 5.3.4 General Journal Entries 458-464
- 5.3.5 General Manager reimbursement (Zoom \$40.00)
- 5.3.6 Bad Debt Account 2840.01, \$2,496.57.

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

**6. Action/Discussion Items**

6.1 Preliminary Budget Presentation. Discussion.

*General Manager Richard Hanger presented the preliminary budget for fiscal year 2020-2021. The board will adopt a preliminary budget in June and a final budget in August.*

6.2 Resolution 2020-03, Annual confirmation of tax assessment and rate.

*General Manager Richard Hanger presented the annual resolution which is required by Humboldt County to place the fire benefit assessment on the tax roll.*

*Director Richard Grissom moved to approve resolution 2020-03 as presented. Director Janet Miller seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.*

**7. Future Agenda Item's**

7.1 – Budget Adoption. June.

7.2 – Consideration of documenting history of FGCS D.

**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 June 23, 2020

*Meeting adjourned at 8:01 PM.*

*Respectfully submitted,*

\_\_\_\_\_  
*Richard Hanger  
Secretary to the Board*

\_\_\_\_\_  
*Starr Kilian  
Vice-President*

Attachments

*CCCU fund transfer*

*Initialed disbursement register*



COUNTY OF HUMBOLDT  
Office of Elections & Voter Registration

2426 6<sup>th</sup> Street  
Eureka, CA 95501-0788  
707-445-7481 / Fax 707-445-7204  
[humboldt\\_elections@co.humboldt.ca.us](mailto:humboldt_elections@co.humboldt.ca.us)

May 15, 2020

Richard Hanger, Clerk of the Board  
Fieldbrook Glendale Community Services District  
PO Box 2715  
McKinleyville, CA 95519

*RE: PRESIDENTIAL GENERAL ELECTION ON NOVEMBER 3, 2020*


Dear Richard:

Your district governing board has officer terms that will expire in 2020 and will be participating in the Presidential General Election on November 3, 2020. I have enclosed documents to assist in this process as follows: (1) district preferences form, and (2) candidacy filing information and timelines. It is important to read the documents carefully as COVID-19 impacts on the November 3<sup>rd</sup> Presidential General Election have changed some processes and forms.

Please complete and return the district preferences form to the Office of Elections no later than June 5, 2020.

Thanks for your immediate attention to these materials. Feel free to contact me with questions.

Regards,



Lucinda Jackson  
Administrative Analyst  
[ljackson@co.humboldt.ca.us](mailto:ljackson@co.humboldt.ca.us)  
707-445-7481

Enclosures



COUNTY OF HUMBOLDT  
Office of Elections & Voter Registration

2426 6<sup>th</sup> Street  
Eureka, CA 95501-0788  
707-445-7481 / Fax 707-445-7204  
humboldt\_elections@co.humboldt.ca.us

TO: Richard Hanger, Clerk of the Board  
Fieldbrook Glendale Community Services District  
PO Box 2715  
McKinleyville, CA 95519

FROM: Lucinda Jackson, Administrative Analyst

DATE: May 15, 2020

SUBJECT: Presidential General Election on November 3, 2020  
**Officer Terms Expiring & District Preferences**

The Office of Elections is preparing for the Presidential General Election on November 3, 2020 and requests your assistance. Please complete and return this form **by June 5, 2020**.

Mailing Address: 2426 6<sup>th</sup> Street, Eureka, CA 95501  
Email: [ljackson@co.humboldt.ca.us](mailto:ljackson@co.humboldt.ca.us)

**OFFICER TERMS EXPIRING IN 2020**

Elections records indicate your board has officer terms that will expire in 2020. Please review the below information and make necessary corrections or notations.

No. of Positions	Term (in years)	Incumbents	District Corrections / Notations
2	4	Janet Carol Miller Richard Grissom	

**DISTRICT PREFERENCES & CHANGES**

Please provide the Office of Elections with the below information.

Candidacy

Who will pay for candidate statements? Circle one.

DISTRICT CANDIDATE

Maximum word length for candidate statements. Circle one.

200 words 400 words

Tie Breaker

How will your district resolve a tie? Circle one.

BY LOT RUNOFF

Boundary Changes

Has there been changes to district borders in the last two years? Circle one.  
(If "YES", please return a new map with current district boundaries.)

YES NO

Richard Hanger  
Signature

5/20/2020  
Date

Richard Hanger, General Manager  
Print Name & Title



COUNTY OF HUMBOLDT  
Office of Elections & Voter Registration

2426 6<sup>th</sup> Street  
Eureka, CA 95501-0788  
707-445-7481 / Fax 707-445-7204  
humboldt\_elections@co.humboldt.ca.us

TO: Fieldbrook Glendale Community Services District  
PO Box 2715  
McKinleyville, CA 95519

FROM: Lucinda Jackson, Administrative Analyst  
DATE: May 15, 2020  
SUBJECT: Presidential General Election on November 3, 2020  
**Candidacy**

Fieldbrook Glendale Community Services District will be participating in the upcoming Presidential General Election on November 3, 2020. Answers to frequently asked questions regarding candidacy and filing timelines are below. Please feel free to contact our office anytime with questions or for assistance.

**OFFICER TERMS EXPIRING IN 2020**

Your district board will have the following officer terms expire in 2020:

No. of Positions	Term (in years)	Incumbents
2	4	Janet Carol Miller Richard Grissom

**FILING CANDIDACY PAPERS FOR DISTRICT BOARD SEATS**

Candidates must complete and file candidacy papers with the Humboldt County Office of Elections. To request candidacy papers, candidates must complete and submit the attached Acknowledgement of Receipt of Instructions & Request for Candidacy Filing Documents form (Attachment 1). The request form can be returned by email, fax, mail, or in person by appointment as follows:

**Email:** [humboldt\\_elections@co.humboldt.ca.us](mailto:humboldt_elections@co.humboldt.ca.us)  
**Fax:** 707-445-7204  
**Mail:** 2426 6<sup>th</sup> Street, Eureka, CA 95501  
**In Person by Appointment:** Call 707-445-7481 to schedule.

Upon receipt of the request form, the Office of Elections will distribute candidacy papers to the candidate by (1) email, (2) mail, or (3) in person by appointment at the Office of Elections, per the method indicated on the request form. Candidates will not be charged a fee to file candidacy papers.

Expect completion of the candidacy papers to take a minimum of one hour. Required forms include:

- Ballot Designation Worksheet
- Declaration of Candidacy
- Fair Campaign Practices
- Financial Forms

Candidates may sign candidacy papers in the presence of a Notary Public or in person by appointment at the Office of Elections.

**Important:** Candidates must return fully completed wet-signature original candidacy papers to the Office of Elections (located at 2426 6<sup>th</sup> Street, Eureka, CA 95501) by the close of the candidacy period to complete candidacy filing. Candidates are encouraged to additionally email scanned copies of their

signed candidacy papers to the Office of Elections at [humboldt\\_elections@co.humboldt.ca.us](mailto:humboldt_elections@co.humboldt.ca.us) prior to mailing originals to facilitate early review.

## ELECTIONS CALENDAR

Attached is an election calendar for district reference (Attachment 2). Dates and deadlines included on the calendar are specific to activities affecting school and special districts. A complete election calendar with district, measure, candidate, and voter dates and deadlines will be available on the Office of Elections website (<https://humboldt.gov/elections>) by July 1<sup>st</sup>.

## CANDIDACY FILING PERIOD

The candidacy period for the Presidential General Election is July 13, 2020 – August 7, 2020. The Office of Elections recommends candidates file candidacy papers early on to avoid missing the deadline. If an incumbent does not file candidacy papers by August 7<sup>th</sup>, the candidacy period for that district board seat will extend to August 12, 2020.

## WHO CAN FILE CANDIDACY PAPERS

Humboldt County residents who are registered to vote in Humboldt County and live in the district for which they are applying may file candidacy papers.

## CANDIDATE STATEMENTS

Filing a Candidate Statement is optional. Candidates **will be charged** a fee to file Candidate Statements. Candidate Statement filing fees vary by district and number of candidates filing Candidate Statements. Specific district filing fees will be outlined in the Candidate Guide. The Office of Elections requires candidates to include a check with “do not exceed” the maximum fee written on the check with signed original candidacy papers. When the candidacy period is complete, the Office of Elections will calculate fees and provide candidates with total fees charged.

A hard copy statement must be submitted. Candidates who **additionally** submit their candidate statement electronically in Microsoft Word format via compact disc (CD) or email will receive a \$50 discount. Candidates requesting language translation of their Candidate Statement in Spanish or Hmong will be charged an additional translation \$75 fee per language. Fees are summarized below.

Service	Cost
Filing Candidate Statement	varies by office
Language Translation of Candidate Statement	\$75 per language

**NOTE:** Candidates who additionally submit their candidate statement electronically will receive a \$50 discount.

## CANDIDATE GUIDE

The Office of Elections will publish a general purpose Candidate Guide to its website (<https://humboldt.gov/elections>) by July 1<sup>st</sup>. The Candidate Guide includes the following sections:

- ✓ Guidelines for Filing Candidacy Papers
- ✓ Election Calendar for Candidates
- ✓ Available Board Seats
- ✓ Write-In Candidacy
- ✓ Sample Ballot Designation Worksheet
- ✓ Guidelines to complete Ballot Designation Worksheet
- ✓ Incompatibility of Offices
- ✓ Candidate Statement – Guidelines & Costs
- ✓ Campaign Financial Filing Requirements
- ✓ Humboldt County Campaign Finance Ordinance

## ATTACHMENTS

Attachment 1: Acknowledgement of Receipt of Instructions & Request for Candidacy Filing Documents  
Attachment 2: School and Special District Election Calendar



<p><b>August 7</b>  E-88</p>	<p><b>Deadline to File Candidate Statements</b> Last day for nominees for city, county, district, or any other local agency to file a statement of qualifications, not to exceed 200 words (unless district chooses to allow longer), to be included in the Voter Information Guide. The statement shall be paid for at the same time that it is filed. Cost information is available from the county elections office.</p> <p style="text-align: right;">Elections Code 13307</p>
<p><b>August 8 – 12</b>  E-87 – E-83</p>	<p><b>Extension of Declaration of Candidacy Period</b> Extension period for anyone other than the incumbent to file a declaration of candidacy and nomination documents if the incumbent did not file by August 7, 2020. This provision does not apply if there is no incumbent eligible to be elected.</p> <p style="text-align: right;">Elections Code 8022, 8024</p>
<p><b>August 12</b></p>	<p><b>Insufficient Number of Nominees</b></p> <p><b>Special Districts:</b> if by 5 pm on this day only one person has been nominated or an insufficient number of persons have been nominated to fill an office or offices, and a petition signed by 10% or 50 voters (whichever is the smaller number) has not been submitted, the elections official shall certify this fact to the Board of Supervisors. A person who has filed a declaration of candidacy shall be appointed by the Board of Supervisors at a regular or special meeting held prior to the first Monday before the first Friday in December. If no one filed, another qualified person shall be appointed by the Board of Supervisors on or before November 3 and shall take office and serve as if elected.</p> <p style="text-align: right;">Elections Code 10515</p> <p><b>School Districts:</b> If by 5 pm on this day only one person has been nominated or there are no nominees for the office(s) to be filled or in the case of members elected at large or by trustee areas there are fewer than the number to be elected, and no petition is signed by 10% or 50 voters (whichever is the smaller number), an appointment will be made. The qualified person nominated shall be seated at the organizational meeting of the board, or if an insufficient number is nominated the governing board shall appoint as necessary at a meeting prior to Election Day. Persons so appointed shall be seated at the organizational meeting as if they had been elected.</p> <p>In the event no one is nominated the governing board shall publish a notice one time in a newspaper of general circulation in the district stating the board intends to make an appointment and informing the public how to apply for the office.</p> <p style="text-align: right;">Education Code 5326, 5328, 5328.5</p>
<p><b>NOVEMBER 3</b></p>	<p style="text-align: center;"><b>ELECTION DAY</b></p>
<p><b>December 4</b></p>	<p>Special district governing board officers assume office.</p> <p style="text-align: right;">Government Code 61042</p>
<p><b>December 11</b></p>	<p>School district governing board officers assume office.</p> <p style="text-align: right;">Education Code 5017</p>

Presidential General Election  
November 3, 2020

### School District & Special District Calendar

This 2020 Humboldt County election calendar is intended to provide general information about the nomination and election of candidates, and qualification of ballot measures. It does not have the force and effect of law, regulation or rule. It is distributed with the understanding that the Office of Elections is not rendering legal advice and, therefore, this calendar is not to be a substitute for legal counsel for the individual, organization or candidate using it.

<b>July 1 E-125</b>	<p><b>Special Districts &amp; Cities Deliver Notice of Election to County</b> Last day for district secretaries and city clerks to deliver notice of election listing the elective offices to be filled and any measures (if known at the time) to be voted on and to deliver a map of the district or city to the Office of Elections. Cities and special districts should include how a tie vote will be resolved.</p> <p style="text-align: right;">Elections Code 10509, 10522, 10524, 10551, 15651</p>
<b>July 3 E-123</b>	<p><b>Schools to Deliver Specifications of the Election Order – Candidates</b> Last day for a school board conducting a governing board election to deliver a resolution known as “Specifications of the Election Order” listing the elective offices to be filled and any measure (if known at the time) to be voted on, and file it with the County Superintendent of Schools and the Office of Elections, stating the date and purpose of the election, as well as provide a map of the district.</p> <p style="text-align: right;">Education Code 5322</p> <p>A clause to determine a tie vote is included in the order. Education Code 5016</p>
<b>July 13 – August 7</b>  E-113 – E-88	<p><b>Declaration of Candidacy Period</b> Between these dates all candidates must file their declarations of candidacy along with their candidate statements of qualifications if they choose to submit one. Forms are obtained from and filed with the Humboldt County Office of Elections at 2426 6<sup>th</sup> Street, Eureka. Contact the Office of Elections for details: 707-445-7481; <a href="mailto:humboldt_elections@co.humboldt.ca.us">humboldt_elections@co.humboldt.ca.us</a>.</p> <p style="text-align: right;">Elections Code 8020</p>
<b>August 7</b>  E-88	<p><b>Last Day to Submit Resolutions of Consolidation</b> Last day for the governing body of a district, city, school or other political subdivision to file a request for consolidation with the November 2020 election with the Humboldt County Office of Elections. Copy sent to the Board of Supervisors.</p> <p>Whenever resolutions calling for a measure to be placed on the ballot are filed, immediately after that filing date there will be a 10-day public inspection period. Documents will be on public display at the Office of Elections, 2426 6<sup>th</sup> Street, Eureka. During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p> <p style="text-align: right;">Elections Code 9190, 9380, 10401, 10402, 10403</p>



COUNTY OF HUMBOLDT  
Office of Elections & Voter Registration

2426 6<sup>th</sup> Street  
Eureka, CA 95501-0788  
707-445-7481  
Fax 707-445-7204

Presidential General Election  
November 3, 2020

**Acknowledgement of Receipt of Instructions &  
Request for Candidate Filing Documents**

I have received the instructions for candidate filings for the November 3, 2020, Presidential General Election by the Humboldt County Office of Elections.

I ask that the Humboldt County Office of Elections issue me candidacy papers necessary to file for candidacy.

**Office Information**

Office sought: \_\_\_\_\_

Candidate name: \_\_\_\_\_

Residential address: \_\_\_\_\_

**Contact Information**

Mailing address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Preferred Contact Method: \_\_\_\_\_

I wish to receive candidacy papers by (select one of the following options):

Email

Mail

In Person Appointment at the Office of Elections

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Important:** This form must be returned to the Office of Elections before candidacy papers will be issued to the candidate. The candidate may return this signed request form by email, fax, mail, or in person by appointment.

## **INSTRUCTIONS FOR FILING CANDIDACY PAPERS FOR DISTRICT BOARD SEATS**

Candidates must complete and file candidacy papers with the Humboldt County Office of Elections. To request candidacy papers, candidates must complete and submit the attached Acknowledgement of Receipt of Instructions & Request for Candidacy Filing Documents form (Attachment 1). The request form can be returned by email, fax, mail, or in person by appointment as follows:

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**Fax:** 707-445-7204

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- Declaration of Candidacy
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FIELDBROOK GLENDALE  
COMMUNITY SERVICES DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS

June 23, 2020

Attention:

Christina Morrison [REDACTED]

Please confirm transfer verbally to Richard Hanger at [REDACTED] or  
Via email to [rhanger50@gmail.com](mailto: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	\$ 109,926.27
To: S61 Water Checking	\$ 109,926.27

Signed \_\_\_\_\_  
\_\_\_\_\_

Thank you,

Richard Hanger  
Treasurer

June Reconciliation

Check Register	\$	89,116.09
#6141-6173	\$	89,116.09
Other Deposit	\$	-
	\$	-

Transfer Totals	\$	(109,926.27)
Anker Tank Project	\$	16,997.07
Fire	\$	16,477.62
Sewer	\$	34,836.12
Water	\$	20,615.46
July Payments	\$	21,000.00
Gross Pay	\$	3,513.60
<Net Pay>	\$	(2,745.91)
Empr. Taxes	\$	294.39
Adjustments		
EDD	\$	(221.63)
EDD	\$	(43.07)
IRS	\$	(1,087.78)
PSPS Credit	\$	24.49
Verizon	\$	65.33
Ace Hardware Credit	\$	10.76
July Payments	\$	21,000.00
Reconciliation	\$	(89,116.09)

Balance	\$	-
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**Fieldbrook Glendale Community Services District**  
**Interfund Activity Report**  
As of June 23, 2020

Type	Date	Num	Name	Account	Class	Amount	Balance
<b>Anker Tank Replacement</b>							0.00
Bill	05/31/2020	142362	Anker T...	5810.01 · 01-Project Management (01-Project ...	Enterprise:...	1,311.90	1,311.90
Bill	05/31/2020	142362	Anker T...	5810.10 · 10-Environmental Support (10-Enviro...	Enterprise:...	6,470.24	7,782.14
Bill	05/31/2020	142362	Anker T...	5810.20 · 20-Permitting (20-Permitting)	Enterprise:...	46.63	7,828.77
Bill	05/31/2020	142362	Anker T...	5810.30 · 30-Prelim Design & Survey (30-Preli...	Enterprise:...	9,168.30	16,997.07
Deposit	06/23/2020		Anker T...	1027.01 · Water - Anker Lane Tank (Water - A...	Enterprise:...	-16,997.07	0.00
Total Anker Tank Replacement						0.00	0.00
<b>Interfund Expenses/Fire</b>							591.56
Bill	05/20/2020	Ink Ama	Interfun...	5390 · Office Expenses (Office Expenses)	Fire Depart...	71.86	663.42
Bill	05/20/2020	P1-57...	Interfun...	5390 · Office Expenses (Office Expenses)	Fire Depart...	2.00	665.42
Bill	05/21/2020	11610	Interfun...	5250 · Dues & Memberships	Fire Depart...	130.62	796.04
Bill	05/21/2020	11610	Interfun...	1140 · Other Pre-Paid Expenses (Other Pre-Pa...	Fire Depart...	1,436.88	2,232.92
Bill	05/21/2020	11613	Interfun...	5250 · Dues & Memberships	Fire Depart...	6.88	2,239.80
Bill	05/21/2020	11613	Interfun...	1140 · Other Pre-Paid Expenses (Other Pre-Pa...	Fire Depart...	75.62	2,315.42
Bill	05/28/2020	409933	Interfun...	5420 · Building Maintenance (Building Mainten...	Fire Depart...	10.76	2,326.18
Bill	05/31/2020	CL 20-...	Interfun...	5365 · Fuel Expenses (Fuel Expenses)	Fire Depart...	45.82	2,372.00
Bill	05/31/2020	INV23...	Interfun...	5390 · Office Expenses (Office Expenses)	Fire Depart...	13.33	2,385.33
Bill	05/31/2020	1563-...	Interfun...	5320 · Electric (Electric)	Fire Depart...	132.16	2,517.49
Bill	05/31/2020	521670	Interfun...	5346 · Security - Firehouse (Advanced Security...	Fire Depart...	76.50	2,593.99
Bill	05/31/2020	May 2...	Interfun...	5335 · Water (Water)	Fire Depart...	49.44	2,643.43
Bill	06/01/2020	June 2...	Interfun...	5345 · Internet Service (Internet Service)	Fire Depart...	151.43	2,794.86
Bill	06/04/2020	CSDA...	Interfun...	5390 · Office Expenses (Office Expenses)	Fire Depart...	75.00	2,869.86
Bill	06/05/2020	707-8...	Interfun...	5310 · Telephone (Telephone)	Fire Depart...	300.46	3,170.32
Bill	06/07/2020	98561...	Interfun...	5310 · Telephone (Telephone)	Fire Depart...	65.33	3,235.65
Bill	06/19/2020	June 2...	Interfun...	5075 · Chief Expenses - Fire (Chief Expenses -...	Fire Depart...	50.00	3,285.65
Bill	06/19/2020	Paym...	Interfun...	2090 · C/P Note/Payable Fire/Water Hall (Note ...	Fire Depart...	3,237.29	6,522.94
Bill	06/19/2020	Paym...	Interfun...	5650 · Interest Expense	Fire Depart...	2,934.59	9,457.53
Bill	06/19/2020	Paym...	Interfun...	2091 · C/P Note Payable Fire/Water Trk (C/P ...	Fire Depart...	5,148.89	14,606.42
Bill	06/19/2020	Paym...	Interfun...	5650 · Interest Expense	Fire Depart...	1,727.12	16,333.54
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Fire Depart...	133.84	16,467.38
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.00	16,467.38
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Fire Depart...	8.30	16,475.68
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Fire Depart...	1.94	16,477.62
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Fire Depart...	0.00	16,477.62
Deposit	06/23/2020		Interfun...	1029 · Fire Asset Account (Fire Asset Account ...	Fire Depart...	-16,477.62	0.00
Total Interfund Expenses/Fire						-591.56	0.00
<b>Interfund Expenses/Sewer</b>							7,580.71
Bill	05/20/2020	Hensel	Interfun...	5420 · Building Maintenance (Building Mainten...	Enterprise:S...	55.58	7,636.29
Bill	05/20/2020	P1-57...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:S...	1.00	7,637.29
Bill	05/22/2020	1898	Interfun...	5410 · Line Repairs Maintenance (Line Repairs...	Enterprise:S...	435.16	8,072.45
Bill	05/30/2020	142515	Interfun...	5121.5 · Reimbursable Engineering Exp (Rei...	Enterprise:S...	47.75	8,120.20
Check	05/31/2020	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:S...	17.65	8,137.85
Bill	05/31/2020	INV23...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:S...	13.33	8,151.18
Bill	05/31/2020	49226	Interfun...	5625.02 · Merchant Fees (Merchant Fees)	Enterprise:S...	68.04	8,219.22
Bill	05/31/2020	0213-...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	84.14	8,303.36
Bill	05/31/2020	0004592	Interfun...	5020 · Purchased Sewer Services (Purchased ...	Enterprise:S...	13,827.65	22,131.01
Bill	05/31/2020	0004592	Interfun...	5020 · Purchased Sewer Services (Purchased ...	Enterprise:S...	49.62	22,180.63
Bill	05/31/2020	0912-...	Interfun...	5320 · Electric (Electric)	Enterprise:S...	623.55	22,804.18
Bill	06/02/2020	MckOf...	Interfun...	5420 · Building Maintenance (Building Mainten...	Enterprise:S...	0.36	22,804.54
Bill	06/02/2020	MckOf...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:S...	15.37	22,819.91
Bill	06/04/2020	CSDA...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:S...	75.00	22,894.91
Bill	06/05/2020	707-8...	Interfun...	5310 · Telephone (Telephone)	Enterprise:S...	384.58	23,279.49
Bill	06/05/2020	707-8...	Interfun...	5310 · Telephone (Telephone)	Enterprise:S...	269.37	23,548.86
Bill	06/11/2020	14769...	Interfun...	1648 · Major Repairs (Major Repairs)	Enterprise:S...	3,167.85	26,716.71
Bill	06/19/2020	Paym...	Interfun...	2330 · C/P Note Payable Sewer to Water (C/P ...	Enterprise:S...	4,091.58	30,808.29
Bill	06/19/2020	Paym...	Interfun...	5650 · Interest Expense	Enterprise:S...	1,372.47	32,180.76
Paycheck	06/19/2020	6172	Interfun...	6560 · Payroll Expenses	Enterprise:S...	1,506.00	33,686.76
Paycheck	06/19/2020	6172	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	33,686.76
Paycheck	06/19/2020	6172	Interfun...	6560 · Payroll Expenses	Enterprise:S...	1.51	33,688.27
Paycheck	06/19/2020	6172	Interfun...	6560 · Payroll Expenses	Enterprise:S...	93.37	33,781.64
Paycheck	06/19/2020	6172	Interfun...	6560 · Payroll Expenses	Enterprise:S...	21.84	33,803.48
Paycheck	06/19/2020	6172	Interfun...	6560 · Payroll Expenses	Enterprise:S...	24.09	33,827.57
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:S...	936.88	34,764.45
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	34,764.45
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:S...	58.09	34,822.54
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:S...	13.58	34,836.12
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:S...	0.00	34,836.12
Deposit	06/23/2020		Interfun...	1028 · Sewer Asset Account (Sewer Asset Acc...	Enterprise:S...	-34,836.12	0.00
Total Interfund Expenses/Sewer						-7,580.71	0.00

**Fieldbrook Glendale Community Services District**  
**Interfund Activity Report**  
As of June 23, 2020

Type	Date	Num	Name	Account	Class	Amount	Balance
<b>Interfund Expenses/Water</b>							
Bill	05/20/2020	P1-57...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:...	1.00	91.55
Bill	05/30/2020	142515	Interfun...	5121 · Engineering Expenses	Enterprise:...	635.00	92.55
Bill	05/30/2020	142515	Interfun...	5121 · Engineering Expenses	Enterprise:...	24.00	727.55
Check	05/31/2020	E-Pay	Interfun...	5625.01 · Bank Fees (Bank Fees)	Enterprise:...	22.35	773.90
Bill	05/31/2020	INV23...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:...	13.34	787.24
Bill	05/31/2020	49226	Interfun...	5625.02 · Merchant Fees (Merchant Fees)	Enterprise:...	86.20	873.44
Bill	05/31/2020	7997-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	649.37	1,522.81
Bill	05/31/2020	0097-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	24.49	1,547.30
Bill	05/31/2020	9923-...	Interfun...	5320 · Electric (Electric)	Enterprise:...	46.02	1,593.32
Bill	05/31/2020	May 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	892.02	2,485.34
Bill	05/31/2020	May 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	12,009.62	14,494.96
Bill	05/31/2020	May 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	885.89	15,380.85
Bill	05/31/2020	May 2...	Interfun...	5010 · Purchased Water (Purchased Water)	Enterprise:...	717.34	16,098.19
Bill	06/01/2020	707-4...	Interfun...	5310 · Telephone (Telephone)	Enterprise:...	-296.98	15,801.21
Bill	06/01/2020	2007D...	Interfun...	5650 · Interest Expense	Enterprise:...	57.23	15,858.44
Bill	06/04/2020	CSDA...	Interfun...	5390 · Office Expenses (Office Expenses)	Enterprise:...	3,331.92	19,190.36
Bill	06/07/2020	234-8...	Interfun...	5310 · Telephone (Telephone)	Enterprise:...	75.00	19,265.36
Bill	06/19/2020	June 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...	Enterprise:...	91.55	19,356.91
Bill	06/19/2020	June 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...	Enterprise:...	50.00	19,406.91
Bill	06/19/2020	June 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...	Enterprise:...	50.00	19,456.91
Bill	06/19/2020	June 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...	Enterprise:...	50.00	19,506.91
Bill	06/19/2020	June 2...	Interfun...	5070 · Directors' Fees - Water (Directors' Fees ...	Enterprise:...	50.00	19,556.91
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:...	50.00	19,606.91
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:...	936.88	20,543.79
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	20,543.79
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:...	0.00	20,543.79
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:...	58.08	20,601.87
Paycheck	06/19/2020	6173	Interfun...	6560 · Payroll Expenses	Enterprise:...	13.59	20,615.46
Deposit	06/23/2020		Interfun...	1027 · Water Assets (Water Asset Account Ca...	Enterprise:...	0.00	20,615.46
Total Interfund Expenses/Water						-20,615.46	0.00
<b>TOTAL</b>						<b>-91.55</b>	<b>0.00</b>
						<b>-8,263.82</b>	<b>0.00</b>



**Fieldbrook Glendale Community Services District**  
**Check Register for this Month**  
 May 20 through June 23, 2020

Type	Date	Num	Name	Amount
<b>1000 · Coast Central Credit Un.</b>				
<b>1012 · General Fund Checking (All Funds)</b>				
<b>1015 · Water Dept Checking (Water Dept Checking)</b>				
Bill Pmt -Check	05/20/2020	6141	Humboldt Fasteners	-526.23
Bill Pmt -Check	05/20/2020	6142	Jack Sheppard	-71.86
Bill Pmt -Check	05/20/2020	6143	Grant Weaver.	-55.58
Bill Pmt -Check	05/20/2020	6144	Industrial Electric	0.00
Bill Pmt -Check	05/20/2020	6145	AT&T	-91.55
Bill Pmt -Check	05/20/2020	6146	Industrial Electric	-7,580.71
Bill Pmt -Check	05/21/2020	E-Pay	Intuit Quick Books	-4.00
Liability Check	05/21/2020	E-pay	EDD	-221.63
Liability Check	05/21/2020	E-pay	EDD	-43.07
Liability Check	05/21/2020	E-pay	United States Treasury	-1,087.78
Bill Pmt -Check	05/22/2020	6147	CSFA	-1,650.00
Bill Pmt -Check	05/28/2020		ACE Hardware	0.00
Check	05/31/2020	E-Pay	Coast Central Credit ...	-40.00
Bill Pmt -Check	05/31/2020		PG&E	0.00
Bill Pmt -Check	05/31/2020	6148	Advanced Security Sy...	-76.50
Bill Pmt -Check	05/31/2020	6149	AT&T	-57.23
Bill Pmt -Check	05/31/2020	6150	Fieldbrook Glendale ...	-49.44
Bill Pmt -Check	05/31/2020	6151	PG&E	-911.69
Bill Pmt -Check	05/31/2020	6152	Richard A. Hanger	-40.00
Bill Pmt -Check	05/31/2020	6153	Sudden Link	-151.43
Bill Pmt -Check	05/31/2020	6154	Valley Pacific	-45.82
Bill Pmt -Check	06/02/2020	E-Pay	Verizon	-65.33
Bill Pmt -Check	06/04/2020	6155	Richard A. Hanger	-225.00
Bill Pmt -Check	06/08/2020	E-Pay	XPress Bill Pay	-154.24
Bill Pmt -Check	06/19/2020	6156	AT&T	-1,045.96
Bill Pmt -Check	06/19/2020	6157	City of Arcata	-13,877.27
Bill Pmt -Check	06/19/2020	6158	Department of Water ...	-3,331.92
Bill Pmt -Check	06/19/2020	6159	FGCSD	-18,511.94
Bill Pmt -Check	06/19/2020	6160	GHD, Inc	-17,703.82
Bill Pmt -Check	06/19/2020	6161	Grant Weaver.	-15.73
Bill Pmt -Check	06/19/2020	6162	Hooven & Co., Inc.	-435.16
Bill Pmt -Check	06/19/2020	6163	Humboldt Bay Munici...	-14,207.89
Bill Pmt -Check	06/19/2020	6164	Jack Sheppard	-50.00
Bill Pmt -Check	06/19/2020	6165	Janet Miller	-50.00
Bill Pmt -Check	06/19/2020	6166	Jason Garlick	-50.00
Bill Pmt -Check	06/19/2020	6167	PG&E	-623.55
Bill Pmt -Check	06/19/2020	6168	Rich Grissom	-50.00
Bill Pmt -Check	06/19/2020	6169	Roy Sheppard	-50.00
Bill Pmt -Check	06/19/2020	6170	Starr Kilian	-50.00
Bill Pmt -Check	06/19/2020	6171	Thrifty Supply Company	-3,167.85
Paycheck	06/19/2020	6172	Grant Weaver	-1,375.73
Paycheck	06/19/2020	6173	Richard A Hanger	-1,370.18
<b>Total 1015 · Water Dept Checking (Water Dept Checking)</b>				<b>-89,116.09</b>
<b>Total 1012 · General Fund Checking (All Funds)</b>				<b>-89,116.09</b>
<b>Total 1000 · Coast Central Credit Un.</b>				<b>-89,116.09</b>
<b>TOTAL</b>				<b>-89,116.09</b>

**Fieldbrook Glendale Community Services District**  
**Payroll Summary**  
 May 20 through June 23, 2020

	Grant Weaver			Richard A Hanger			TOTAL		
	Hou...	Rate	May 20 - Jun 23, 20	Hou...	Rate	May 20 - Jun 23, 20	Hou...	Rate	May 20 - Jun 23, 20
<b>Employee Wages, Taxes and Adjustments</b>									
<b>Gross Pay</b>									
Hourly Rate	50	30.12	1,506.00	60	33.46	2,007.60	*****		3,513.60
Hourly Sick		30.12	0.00		33.46	0.00			0.00
<b>Total Gross Pay</b>	50		1,506.00	60		2,007.60	*****		3,513.60
<b>Adjusted Gross Pay</b>	50		1,506.00	60		2,007.60	*****		3,513.60
<b>Taxes Withheld</b>									
Federal Withholding			0.00			-311.00			-311.00
Medicare Employee			-21.84			-29.11			-50.95
Social Security Employee			-93.37			-124.47			-217.84
CA - Withholding			0.00			-152.77			-152.77
CA - Disability Employee			-15.06			-20.07			-35.13
Medicare Employee Addl Tax			0.00			0.00			0.00
<b>Total Taxes Withheld</b>			-130.27			-637.42			-767.69
<b>Net Pay</b>	50		1,375.73	60		1,370.18	*****		2,745.91
<b>Employer Taxes and Contributions</b>									
Medicare Company			21.84			29.11			50.95
Social Security Company			93.37			124.47			217.84
CA - Unemployment Company			24.09			0.00			24.09
CA - Employment Training Tax			1.51			0.00			1.51
<b>Total Employer Taxes and Contributions</b>			140.81			153.58			294.39

6:31 AM  
06/20/20

## Fieldbrook Glendale Community Services District Journal

May 20 through June 23, 2020

Trans #	Type	Date	Num	Name	Memo	Account	Debit	Credit
16687	General Journal	05/31/2020	465	Fieldbroo... Fieldbroo...	Bad Debt Bad Debt	5610 · Uncollectable ... 1210 · A/R Water (Ac...	2,496.57	2,496.57
							2,496.57	2,496.57
16690	General Journal	05/31/2020	466		Reconcile undeposited funds May Reconcile undeposited funds May	1050.05 · Undeposite... 1027 · Water Assets ...	8,396.14	8,396.14
							8,396.14	8,396.14
16694	General Journal	05/31/2020	467		Reconcile Undeposited Furds/Bad Debt Reconcile Undeposited Funds/Bad Debt Reconcile Undeposited Funds/Bad Debt Reconcile Undeposited Funds/Bad Debt	1050.05 · Undeposite... 5610 · Uncollectable ... 4156 · Water Reimbu... 4157 · Water Misc ...	2,330.22 1,837.93	2,988.20 1,179.95
							4,168.15	4,168.15
16726	General Journal	05/30/2020	468		Royal Gold Engineering Fees GHD Invoice... Royal Gold Engineering Fees GHD Invoice...	4256 · Sewer Reimbu... 4245.02 · Sewer Con...	47.75	47.75
							47.75	47.75
<b>TOTAL</b>							<b>15,108.61</b>	<b>15,108.61</b>



INVOICE

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

Invoice Date: 05/30/2020  
Invoice #: INV23477168  
Payment Terms: Due Upon Receipt  
Due Date: 05/30/2020  
Account Number: 116380705  
Currency: USD  
Account Information: Fieldbrook Glendale CSD  
4584 Fieldbrook Rd,  
McKinleyville, California 95519  
United States  
rhanger50@gmail.com

Purchase Order #:

TaxExemptCertificateID:

Zoom W-9

CHARGE DETAILS				
Charge Description	Service Period	Subtotal	Tax	TOTAL
Charge Name: Webinar 100 Monthly Quantity: 1 Unit Price: \$40.00	05/30/2020-06/29/2020	\$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				
Transaction Date	Transaction Number	Transaction Type	Description	Applied Amount
05/30/2020	P-24713473	Payment		\$40.00
				(\$40.00)
			Invoice Balance	\$0.00



### Final Details for Order #114-7838095-2553860

Print this page for your records.

**Order Placed:** April 29, 2020  
**Amazon.com order number:** 114-7838095-2553860  
**Order Total:** \$71.86

**Shipped on April 30, 2020**

#### Items Ordered

	<b>Price</b>
1 of: <i>INK E-SALE Remanufactured Toner Cartridge Replacement for 128A CE320A CE321A CE322A CE323A Canon 116, for use with Color Laserjet CP1525n CP1525nw CM1415fn CM1415fnw, 4 Pack</i>	\$56.99
Sold by: VP6 ( <a href="#">seller profile</a> )	

Condition: New

#### Shipping Address:

1245 Crockett Crossing  
Fieldbrook, CA 95519  
United States

#### Shipping Speed:

Standard Shipping

### Payment information

#### Payment Method:

MasterCard | Last digits: 8702

#### Billing address

1245 Crockett Crossing  
Fieldbrook, CA 95519  
United States

Item(s) Subtotal:	\$56.99
Shipping & Handling:	\$9.70
	-----
Total before tax:	\$66.69
Estimated tax to be collected:	\$5.17
	-----
<b>Grand Total:</b>	<b>\$71.86</b>

#### Credit Card transactions

MasterCard ending in 8702: April 30, 2020: \$71.86

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

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*Amazon Ink  
- REIMBURSEMENT  
Jack*

Fieldbrook Glendale  
Community Services District  
Agenda Background

**Agenda Item:** 6.1

**Agenda Title:** Budget Adoption 2020-2021

**Meeting Date:** 06/23/2020

**Presented by:** Richard Hanger

**Type of Item:**       Action                       Discussion                       Information

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

---

**Background:**

The board receives a draft of the budget for the next fiscal year each May. The budget is adopted in June and a final budget is adopted in August following the final postings for the previous fiscal year.

Each department or fund is budgeted and accounted for separately. For each department there is a detailed line item page followed by a collapsed total budget for the district.

Water:

Water revenues are budgeted at \$480,786. Revenues are conservatively estimated and about 1.7% below the 2020 fiscal year. One-time revenues such as meter installations or connection fees are not part of the initial budget.

Expenses:

Water expenses are budgeted at \$464,928. Expenses are projected to be approximately 6.92% less than last year. Reductions are anticipated for HBMWD Operations and Maintenance and engineering. These will be closely monitored prior to the final budget adoption in August.

Wastewater:

Revenues are projected to be \$357,538. Revenues are budgeted conservatively and are reflective of the prior year and the capped summer rates. Other revenue in the current year is primarily reimbursed engineering expenses related to the development of the Royal Gold Industrial Discharge Permit.

Expenses:

Treatment expenses are based on the average expenses incurred in fiscal years 2017-2019. Treatment expenses in 2020 were \$48,000 less than 2019. This may be a result of a dryer weather pattern and our manhole maintenance. Engineering expenses are projected to average \$300 per month. The prior year actual expenses included the development of the Royal Gold Industrial Discharge Permit and the summer rate study. Results of

operations are positive and approximately one-third of depreciation is funded if you allow for the budget for line repairs.

**Fire:**

Revenues from tax collections are anticipated to be equal to fiscal year 2020. Expenses are projected to increase 6.6% from prior year actuals. The largest variations are for insurance expenses, utility expenses, and the Chief's incentive fund is restored. The result of operations is \$36,538. This amount will fund principal payments on loans due in 2021 and fund the set aside for future debt.

**Recommendation:**

Review and adopt the budget for fiscal year 2021.

**2020-21 Budget Development - Water**

	8/27/2019	5/1/2020	6/23/2020	\$\$	%
<b>Revenue</b>	<b>2020 Budget</b>	<b>Adjusted Budget</b>	<b>2021 Prelim Budget</b>	<b>Change</b>	<b>Change</b>
Domestic	\$391,270	\$393,237	\$391,489	-\$1,748	-0.45%
Late Fees	\$5,892	\$4,502	\$5,125	\$623	12.16%
Commercial	\$47,316	\$56,025	\$60,008	\$3,983	6.64%
Fire Suppression	\$2,088	\$2,094	\$2,136	\$42	1.97%
Special Benefit Zone	\$21,750	\$24,043	\$21,468	-\$2,575	-11.99%
Processing Fees	\$1,015	\$840	\$560	-\$280	-50.00%
Meter Install	\$0	\$4,202	\$0	-\$4,202	-100.00%
Other Revenue	\$0	\$4,006	\$0	-\$4,006	-100.00%
<b>Total</b>	<b>\$469,331</b>	<b>\$488,949</b>	<b>\$480,786</b>	<b>-\$8,163</b>	<b>-1.70%</b>

<b>Expenses</b>					
Purchased Water	\$172,519	\$173,228	\$173,411	\$183	0.11%
Directors Fees	\$2,995	\$2,995	\$2,995	\$0	0.00%
HBMWD Operations	\$193,000	\$218,987	\$205,291	-\$13,696	-6.67%
Engineering Services	\$18,524	\$32,878	\$14,400	-\$18,478	-128.32%
Workers Comp Ins	\$195	\$195	\$195	\$0	0.00%
Liability Ins	\$3,050	\$3,050	\$3,592	\$542	15.09%
Legal Services	\$50	\$50	\$50	\$0	0.00%
Audit Services	\$4,520	\$4,775	\$4,785	\$10	0.21%
Dues/Memberships	\$650	\$977	\$977	\$0	0.00%
Telephone	\$1,800	\$1,819	\$1,800	-\$19	-1.06%
Electric	\$10,108	\$9,187	\$10,438	\$1,251	11.99%
Property Taxes	\$225	\$225	\$225	\$0	0.00%
Office Expenses	\$755	\$1,312	\$1,187	-\$125	-10.53%
Line Repairs*	\$10,000	\$10,000	\$12,000	\$2,000	16.67%
Small Equipment	\$0	\$1,037	\$0	-\$1,037	0.00%
Returned Checks	\$200	\$59	\$0	-\$59	0.00%
Returned Item Fees	\$16	\$40	\$50	\$10	20.00%
Bad Debt	\$1,800	\$3,562	\$1,200	-\$2,362	-196.83%
Bank Fees	\$213	\$2,507	\$2,400	-\$107	
Loan Fee	\$558	\$558	\$530	-\$28	-5.28%
Licenses & Fees	\$3,360	\$3,637	\$3,637	\$0	0.00%
Interest Expense	\$13,723	\$13,906	\$13,621	-\$285	-2.09%
Payroll Penalties	\$0	\$82	\$0	-\$82	
Payroll	\$11,804	\$12,045	\$12,144	\$99	0.82%
<b>Total</b>	<b>\$450,065</b>	<b>\$497,111</b>	<b>\$464,928</b>	<b>-\$32,183</b>	<b>-6.92%</b>

<b>Results of Operations</b>	<b>\$19,266</b>	<b>-\$8,162</b>	<b>\$15,858</b>	<b>\$24,020</b>	<b>151.47%</b>
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Other Income/Expense					
Interest Earnings	\$15,454	\$14,450	\$13,074	-\$1,376	-10.52%
Connection Fees	\$0	\$10,591	\$0	-\$10,591	0.00%
Less Depreciation	\$26,639	\$26,639	\$26,639	\$0	0.00%
Net Other Income/Expense	-\$11,185	-\$1,598	-\$13,565	\$15,163	-0.88%

<b>Net Income</b>	<b>\$8,081</b>	<b>-\$9,760</b>	<b>\$2,293</b>	<b>\$12,053</b>	<b>100.00%</b>
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**2020-21 Budget Development - Sewer**

	8/27/2019	5/1/2020	6/23/2020	\$\$	%
<b>Revenue</b>	<b>2019 Budget</b>	<b>Adjusted Budget</b>	<b>2021 Prelim Budget</b>	<b>Change</b>	<b>Change</b>
Domestic	\$287,121	\$270,460	\$277,200	\$6,740	2.43%
Late Fees	\$4,200	\$3,326	\$3,600	\$274	7.61%
Commercial	\$77,122	\$77,621	\$75,068	-\$2,553	-3.40%
Processing Fees	\$770	\$280	\$420	\$140	33.33%
Permit Fees	\$500	\$500	\$1,250	\$750	60.00%
Other Revenue	\$0	\$21,792	\$0	-\$21,792	
<b>Total</b>	<b>\$369,713</b>	<b>\$373,979</b>	<b>\$357,538</b>	<b>-\$16,441</b>	<b>-4.60%</b>
<b>Expenses</b>					
Purchased Sewer	\$209,750	\$161,744	\$193,375	\$31,631	16.36%
HBMWD Operations	\$29,300	\$37,140	\$37,700	\$560	1.49%
Engineering Services	\$6,000	\$44,022	\$3,600	-\$40,422	-1122.83%
Workers Comp Ins	\$702	\$702	\$700	-\$2	-0.29%
Liability Ins	\$1,939	\$1,939	\$2,369	\$430	22.18%
Legal Services	\$50	\$50	\$50	\$0	0.00%
Audit Services	\$4,525	\$4,775	\$4,785	\$10	0.21%
Dues/Memberships	\$605	\$977	\$977	\$0	0.00%
Telephone	\$5,220	\$6,461	\$6,300	-\$161	-2.56%
Electric	\$7,504	\$5,721	\$6,027	\$306	5.08%
Fuel	\$0	\$823	\$500	-\$323	-100.00%
Property Taxes	\$324	\$324	\$324	\$0	0.00%
Office Supplies	\$650	\$1,140	\$1,200	\$60	5.00%
Line Repairs	\$33,000	\$30,877	\$33,000	\$2,123	6.43%
Building Maintenance	\$200	\$173	\$500	\$327	65.40%
Small Equipment	\$0	\$1,037	\$0	-\$1,037	0.00%
Bad Debt	\$2,000	\$2,000	\$3,000	\$1,000	33.33%
Bank Charges	\$84	\$1,985	\$1,680	-\$305	-18.15%
Interest Expense	\$3,925	\$2,835	\$2,466	-\$369	-14.96%
Licenses	\$3,171	\$5,760	\$3,740	-\$2,020	-54.01%
Payroll	\$25,200	\$25,193	\$25,200	\$7	0.03%
<b>Total</b>	<b>\$334,149</b>	<b>\$335,678</b>	<b>\$327,493</b>	<b>-\$8,185</b>	<b>-2.50%</b>
<b>Results of Operations</b>	<b>\$35,564</b>	<b>\$38,301</b>	<b>\$30,045</b>	<b>-\$8,256</b>	<b>-27.48%</b>
<b>Other Income/Expense</b>					
Interest Earnings	\$36	\$398	\$360	-\$38	-10.56%
Connection Fees	\$0	\$7,463	\$27,600	\$20,137	-100.00%
Less Depreciation	\$94,362	\$94,362	\$94,362	\$0	0.00%
Net Other Income/Expense	-\$94,326	-\$86,501	-\$66,402	-\$20,099	-30.27%
<b>Net Income</b>	<b>-\$58,762</b>	<b>-\$48,200</b>	<b>-\$36,357</b>	<b>\$11,843</b>	<b>24.57%</b>

**2020-21 Budget Development - Fire**

	8/27/2019	5/1/2020	6/23/2020	\$\$	%
<b>Revenue</b>	<b>2020 Budget</b>	<b>Adjusted Budget</b>	<b>2021 Prelim Budget</b>	<b>Change</b>	<b>Change</b>
Current Secured	\$56,789	\$56,789	\$56,789	\$0	0.00%
Current Unsecured	\$2,415	\$2,415	\$2,355	-\$60	-2.55%
Prior Yr Secured	\$811	\$811	\$181	-\$630	-348.07%
Prior Yr Unsecured	\$0	\$0	\$0	\$0	
Prop 172 Transfer	\$915	\$1,089	\$915	-\$174	-19.02%
Assessment	\$40,575	\$40,575	\$40,575	\$0	0.00%
Timber Yield	\$225	\$225	\$225	\$0	0.00%
Homeowner Exemption	\$711	\$711	\$351	-\$360	-102.56%
Supplemental Current	\$767	\$767	\$767	\$0	0.00%
Supplemental Prior	\$133	\$133	\$139	\$6	4.25%
Prop. Tax Exchange	\$136	\$0	\$0	\$0	0.00%
Other Income	\$100	\$1,781	\$100	-\$1,681	0.00%
<b>Total</b>	<b>\$103,577</b>	<b>\$105,296</b>	<b>\$102,397</b>	<b>-\$2,899</b>	<b>-2.83%</b>
<b>Expenses</b>					
Director/Chief	\$599	\$599	\$599	\$0	0.00%
Engineering Services	\$0	\$0	\$0	\$0	
Benefit Assessment Fee	\$113	\$775	\$113	-\$662	-585.84%
Workers Comp	\$5,504	\$5,504	\$4,699	-\$805	-17.13%
Liability	\$2,830	\$2,878	\$3,350	\$472	14.09%
Vehicle Ins	\$4,296	\$4,296	\$6,456	\$2,160	33.46%
Disability Ins	\$5,254	\$5,268	\$5,257	-\$11	-0.21%
Air Med Care	\$978	\$825	\$1,267	\$442	34.89%
Legal	\$50	\$50	\$50	\$0	0.00%
Audit	\$4,508	\$4,775	\$4,785	\$10	0.21%
Dues/Memberships	\$2,673	\$2,682	\$2,680	-\$2	-0.07%
Telephone	\$3,324	\$4,045	\$4,380	\$335	7.65%
Electric	\$1,433	\$1,451	\$2,137	\$686	32.10%
Propane	\$695	\$65	\$705	\$640	90.78%
Water	\$580	\$594	\$600	\$6	1.00%
Dispatch Co-Op Fees	\$0	\$0	\$0	\$0	
Internet Service	\$1,560	\$1,692	\$1,716	\$24	1.40%
Security-Firehouse	\$308	\$402	\$308	-\$94	-30.52%
Fuel Expenses	\$1,360	\$1,945	\$1,800	-\$145	-8.06%
Office Supplies	\$1,285	\$1,132	\$1,200	\$68	5.67%
Medical Supplies	\$200	\$141	\$300	\$159	53.00%
Education Expense	\$1,500	\$2,640	\$2,400	-\$240	-10.00%
Building Maintenance	\$200	-\$15	\$200	\$215	107.50%
Turnout Maintenance	\$200	\$0	\$200	\$200	100.00%
Small Tools	\$500	\$175	\$500	\$325	65.00%
Extinguishers	\$200	\$829	\$500	-\$329	-65.80%
Radio	\$200	\$431	\$500	\$69	13.80%
SCBA	\$1,500	\$851	\$1,500	\$649	43.27%
Grounds	\$100	\$0	\$50	\$50	100.00%
Trucks	\$4,000	\$1,691	\$2,500	\$809	32.36%
Small Equipment	\$2,000	\$3,615	\$2,000	-\$1,615	-80.75%
Protective Gear	\$50	\$272	\$350	\$78	22.29%
Chiefs Incentive	\$2,000	\$0	\$1,500	\$1,500	100.00%
Interest Expense	\$9,508	\$9,872	\$9,508	-\$364	-3.83%
Payroll	\$1,686	\$1,896	\$1,740	-\$156	-8.97%
Fire Grant Expenses	\$0	\$0	\$0	\$0	0.00%
Licenses	\$0	\$112	\$0	-\$112	-100.00%
<b>Total</b>	<b>\$61,194</b>	<b>\$61,488</b>	<b>\$65,850</b>	<b>\$4,362</b>	<b>6.62%</b>
<b>Results of Operations</b>	<b>\$42,383</b>	<b>\$43,808</b>	<b>\$36,547</b>	<b>-\$7,261</b>	<b>-19.87%</b>
Other Income/Expense					
In Kind/Grant Revenue	\$0	\$0	\$0	\$0	-100.00%
Interest Earnings	\$2,900	\$665	\$1,272	\$607	47.72%
Donations		\$-		\$0	\$0
Less Depreciation	\$47,750	\$47,750	\$47,750	\$0	0.00%
Less Fire Grant Expense	\$0	\$0	\$0	\$0	0.00%
Net Other Income/Expense	-\$44,850	-\$47,085	-\$46,478	\$607	-1.31%
<b>Net Income</b>	<b>-\$2,467</b>	<b>-\$3,277</b>	<b>-\$9,931</b>	<b>-\$6,654</b>	<b>203.05%</b>

## Fieldbrook Glendale Community Services District Profit & Loss Budget Overview

July 2020 through June 2021

	Sewer Department (Enterprise) Jul '20 - Jun 21	Anker Tank Repl... (Water Departm... Jul '20 - Jun 21	Water Departm... (Water Departm... Jul '20 - Jun 21	Total Water Dep... (Enterprise) Jul '20 - Jun 21	Total Enterprise Jul '20 - Jun 21	Total Fire Depart... Jul '20 - Jun 21	TOTAL Jul '20 - Jun 21
Ordinary Income/Expense							
Income							
4000 · Income	357,538.00		480,786.00	480,786.00	838,324.00	102,397.00	940,721.00
Total Income	357,538.00		480,786.00	480,786.00	838,324.00	102,397.00	940,721.00
Gross Profit	357,538.00		480,786.00	480,786.00	838,324.00	102,397.00	940,721.00
Expense							
5000 · Purchased Water & Sewer	193,375.00		173,411.00	173,411.00	366,786.00		366,786.00
5050 · Director Fees			2,995.00	2,995.00	2,995.00	599.00	3,594.00
5100 · Contract Labor/Admin	41,300.00		219,691.00	219,691.00	260,991.00		260,991.00
5130 · Assessment Fees (Direct Charge & LAFCo Fees)			3,787.00	3,787.00	6,856.00	113.00	113.00
5150 · Insurance Expense	3,069.00		4,835.00	4,835.00	9,670.00	21,029.00	27,885.00
5200 · Professional Services	4,835.00		977.00	977.00	1,954.00	4,835.00	14,505.00
5250 · Dues & Memberships	977.00		12,238.00	12,238.00	24,565.00	2,680.00	4,634.00
5300 · Utilities	12,327.00		500.00	500.00	500.00	9,846.00	34,411.00
5360 · Transportation & Travel	500.00					1,800.00	2,300.00
5370 · Property Taxes	324.00		225.00	225.00	549.00	3,900.00	549.00
5380 · Supplies	1,200.00		1,187.00	1,187.00	2,387.00	5,950.00	6,287.00
5400 · Maintenance Expenses	33,500.00		12,000.00	12,000.00	45,500.00	2,350.00	51,450.00
5550 · Equipment			1,250.00	1,250.00	4,250.00		2,350.00
5590 · Bad Debts	3,000.00		2,400.00	2,400.00	4,080.00		4,250.00
5625 · Bank Charges	1,680.00		4,167.00	4,167.00	7,907.00	0.00	4,080.00
5700 · Licenses & Fees	3,740.00		12,144.00	12,144.00	37,344.00	1,500.00	7,907.00
5710 · Chiefs' Incentive Program			29,479.00	29,479.00	61,990.00	56,342.00	108,045.00
6550 · Payroll Expenses	25,200.00		451,307.00	451,307.00	776,334.00	1,740.00	1,500.00
Total Expense	325,027.00		29,479.00	29,479.00	61,990.00	46,055.00	39,084.00
Net Ordinary Income	32,511.00		451,307.00	451,307.00	776,334.00	56,342.00	832,676.00
Other Income/Expense							
Other Income							
4393 · Donations (Donations)			0.00	0.00	0.00	0.00	0.00
4394 · Grant Income			0.00	0.00	0.00	0.00	0.00
4900 · Interest Earnings (Interest Earnings)	360.00		13,074.00	13,074.00	13,434.00	1,272.00	14,706.00
4950 · Connection Fees (Connection Fees)	27,600.00		0.00	0.00	27,600.00		27,600.00
Total Other Income	27,960.00		13,074.00	13,074.00	41,034.00	1,272.00	42,306.00

## Fieldbrook Glendale Community Services District Profit & Loss Budget Overview

July 2020 through June 2021

	Sewer Department (Enterprise) Jul '20 - Jun 21	Anker Tank Repl... (Water Departm... Jul '20 - Jun 21	Water Departme... (Water Departm... Jul '20 - Jun 21	Total Water Dep... (Enterprise) Jul '20 - Jun 21	Total Enterprise Jul '20 - Jun 21	Total Fire Depart... Jul '20 - Jun 21	TOTAL Jul '20 - Jun 21
Other Expense							
5350 - Depreciation Expenses	94,362.00		26,639.00	26,639.00	121,001.00	47,750.00	168,751.00
5650 - Interest Expense	2,466.00		13,621.00	13,621.00	16,087.00	9,508.00	25,595.00
5800 - Fire Grant Expenses					0.00	0.00	0.00
5810 - Water Grant Expenses (Water Grant Expenses)		0.00	0.00	0.00	0.00		0.00
Total Other Expense	96,828.00	0.00	40,260.00	40,260.00	137,088.00	57,258.00	194,346.00
Net Other Income	-68,868.00	0.00	-27,186.00	-27,186.00	-96,054.00	-55,986.00	-152,040.00
Net Income	<b>-36,357.00</b>	<b>0.00</b>	<b>2,293.00</b>	<b>2,293.00</b>	<b>-34,064.00</b>	<b>-9,931.00</b>	<b>-43,995.00</b>