



BROOKTRAILS TOWNSHIP
COMMUNITY SERVICES DISTRICT
24860 BIRCH STREET, WILLITS, CA 95490
BOARD OF DIRECTORS MEETING AGENDA

Board of Directors

President Rick Williams Vice President Tina Tyler-O'Shea
Director Ed Horrick Director Ralph Santos Director Tony Orth

Tuesday, January 28, 2020
Regular Session – 7:00 PM to 10:30 PM*

A. PLEDGE OF ALLEGIANCE

The Presiding Officer will lead Board members and the audience in the Pledge of Allegiance.

B. ROLL CALL

1. The Presiding Officer will call the meeting to order and call the roll of members to determine the presence of a quorum.

C. ADDITIONS/ADJUSTMENTS TO THE AGENDA/REPORT ON CLOSED SESSION

2. The Presiding Officer will determine if Board members wish to add an item or make an adjustment to the agenda.
3. Report on closed session (if needed).

D. MINUTES OF PREVIOUS MEETINGS

4. The Board may approve, or amend and approve, the minutes of previous meetings including:
January 14, 2020.

E. SPECIAL PRESENTATIONS – None

F. PUBLIC HEARINGS – None

G. REPORTS

From Directors

From District Counsel

From General Manager – A written report is included in the packet.

H. PUBLIC COMMENTS

Audience members will be invited to speak regarding matters not on the Agenda. The Board cannot act on items brought up at this time. Speakers may be limited to five minutes.

I. DIRECTORS' RESPONSE TO PUBLIC COMMENTS

(Responses will generally be brief; directors may call upon General Manager to respond. Items may be placed on a future agenda for a more in-depth response.)

Board Meetings are held in the Brooktrails Community Center, 24850 Birch Street

J. CONSENT CALENDAR

5. Review of Accounts Payable report and authorization to issue checks on or about January 29, 2020.
6. Accept and file the September 2019 – December 2019 Golf Course Report.

K. AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION

7. Notice of Intent to Adopt a Negative Declaration – Tank 3 Replacement Project
8. Mid-year Budget Review

L. CLOSED SESSION – None

M. ADJOURNMENT

9. The Board will consider a motion to adjourn.

UPCOMING BOARD MEETINGS

February 11, 2020 – Regular Meeting

February 25, 2020 – Regular Meeting

UPCOMING HOLIDAYS

Monday, February 10, 2010 – Lincoln's Birthday

Monday, February 17, 2020 – President's Day

Last Resolution Adopted: 2019-15

Last Ordinance Adopted: 160

IMPORTANT INFORMATION ABOUT BOARD MEETINGS:

***MANDATORY ADJOURNMENT.** Pursuant to Section 3.18 of Ordinance No. 93, if consideration of all matters on the agenda is not complete by 10:30 p.m., the President shall adjourn to the next regular meeting, at which time those matters shall be taken up for consideration first. By motion of the Board, the meeting may be extended beyond 10:30 p.m. to a stated time.

RIGHT OF APPEAL. People who are dissatisfied with decisions of the Board of Directors may have the right of review of that decision by a state court. The District has adopted Section 1094.6 of the Code of Civil Procedure, which generally limits to 90 days the time within which decisions of the District's Board and agencies may be judicially challenged in state court.

AGENDA MATERIALS. The agendas for Board meetings contain a brief general description of those items to be considered at the meetings. Agendas and materials related to an item on an agenda (including materials distributed to the Board after the agenda is posted) are available in the District Office, 24860 Birch Street, Willits, CA 95490, during normal business hours (8:00 a.m.–5:00 p.m. Monday-Friday) and on the Township Website Home Page at www.btcscd.org.

ADA ACCESSIBILITY. The meeting room is wheelchair accessible and disabled parking is available. If you are a person with a disability and you need related accommodations to participate in this meeting, contact District Office at (707)459-2494 or FAX (707)459-0358. Requests for accommodations must be made by two full business days before the start of the meeting.

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS – January 14, 2020 Minutes**

The Board of Directors of Brooktrails Township Community Services District met in regular session January 14, 2020 at 7:00 pm at the Brooktrails Community Center.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

1. Roll call showed the following directors present: Santos, Tyler-O'Shea, Horrick, Orth, and Williams. Also present were General Manager Alaniz and Counsel Neary.

C. COMMITTEE ASSIGNMENTS

2. Pursuant to Sections 5.01 and 5.02 of Ordinance 93, President Williams appointed Vice President Tyler-O'Shea to the Recreation, Greenbelt, and Conservation Committee and Director Horrick as the alternate. Directors Horrick and Santos were appointed to the Finance Ad Hoc Committee. Director Orth was appointed to Mendocino County Association of Fire Districts with Director Santos as the alternate. Directors Orth and Williams were appointed to the Planning Committee. Directors Orth and Horrick will serve as liaisons to the Sherwood Firewise Group.

D. ADDITIONS/ADJUSTMENTS TO THE AGENDA/REPORT ON CLOSED SESSION:

3. There were no additions or adjustments to the Agenda.
4. There was no report on closed session.

E. MINUTES OF PREVIOUS MEETINGS:

5. Vice President Tyler-O'Shea moved to approve the minutes of December 10, 2019; Director Horrick seconded. The motion passed unanimously.

F. SPECIAL PRESENTATIONS: Representatives from Pacific Gas & Electric (PG&E) gave an update on recent hazardous vegetation abatement activities going on within and adjacent to electricity line easements Brooktrails. Contact information cards for residents with questions were also provided.

G. PUBLIC HEARINGS: None

H. REPORTS:

From Directors: Director Orth attended the Mendocino County Fire Association and Sherwood Firewise meetings.

From General Manager: General Manager Alaniz provided an oral report.

From District Counsel: Counsel Neary provided an update on the status of the sewer settlement agreement with the City of Willits.

I. PUBLIC COMMENTS:

Supervisor Haschak announced that he is Chairman of the Mendocino County Board of Supervisors. The Board of Supervisors will be discussing ambulance services for the County at its next meeting to be held January 21st. He is also working with the county and community groups to obtain funding for ongoing vegetation management.

Mark Westerberg, Superintendent of Willits Unified School District addressed the Board regarding Measure 'G', which would provide funding for repairs at local schools. He provided a fact sheet with information on the bond conditions and projects.

J. DIRECTORS' RESPONSE TO PUBLIC COMMENT: None

K. CONSENT CALENDAR:

6. Director Orth moved to approve the retroactive Accounts Payable report of December 12, 2019 Director Santos seconded. The motion passed unanimously. Director Horrick moved to approve the Accounts Payable report of January 14, 2020 and to issue payments on January 15, 2020; Vice President Tyler-O'Shea seconded. The motion passed unanimously.

L. ACTION AGENDA:

7. General Manager Alaniz gave an update on important regulations effective January 1, 2020. These include: Human Right to Water – Assembly Bill 685 (Eng); Water Efficiency Standards – Senate Bill 606 (Hertzberg)/Assembly Bill 1668 (Friedman); Public Resources, Omnibus Trailer Bill – SB 85 (Cmte. On Budget and Fiscal Review); Gig Economy Law – AB 5 (Gonzales); and implementation of SB 200 (Monning) the alternative to the statewide water tax.

M. CLOSED SESSION:

8. There was no closed session.

N. ADJOURNMENT:

9. Director Horrick moved to adjourn the regular meeting. President Williams closed the regular meeting

ATTEST:

R. Richard Williams, President

Tamara Alaniz, Secretary

Brooktrails Township

COMMUNITY SERVICES DISTRICT

24860 Birch Street
Willits, California 95490
Phone: 707-459-2494
Fax: 707-459-0358



To:
Board of Directors

From:
GM and Staff

Date:
January 28, 2020

General Manager Report on Departments

Fire Department

- Multiple agencies continue to work together to solve the emergency medical services crisis facing Mendocino County. The Board of Supervisors Fire and EMS Ad Hoc members will be meeting with regional fire personnel to develop a possible sales tax measure to support ambulance service.
- The Department has submitted its application for a new round of CalFIRE vegetation management grants. Staff is also providing support to local community groups on other grant applications for vegetation management on county roads and private property.
- Ready, Set, Go!, a national coalition of agencies for community wildfire mitigation, awarded the Brooktrails CSD Fire Department with a certificate of appreciation for 98 community wildfire mitigation hours logged with their program.
- The Department continues to seek volunteers from the public and is exploring options for bunking volunteers at the station.

Utilities Department

Recreation Division:

- Golf Course contractor staff transition appears to be going smoothly and communication is good.
- Staff notification on the grant application for Prop 68 Parks and Recreation Office of Grants and Local Services was expected in December. The District was notified on November 20th that award notification will be delayed until early 2020.
- Performed routine maintenance and trash collection services at active recreation areas.

Water Division:

- Rainfall totals: Dec. 2019 – 12.23”; 2019 – 71.65”; and, water year 2019-20 – 23.55” so far...
- Lake levels are rising, and their water quality is good. Lake Ada Rose has topped off and is spilling.
- Tank 3 replacement project planning continues, and some minor grading work was performed at the site in preparation of Spring 2020 activities. The CEQA process is underway for this project.
- January snowstorms knocked out power in some areas and staff acted mindfully to keep the distribution system properly running.
- Staff repaired several mainline leaks throughout the system.

Wastewater Division:

- Pump repairs at the lift stations following Autumn 2019 power outage(s) have been completed and staff is looking at cost-effective ways to provide pump motor redundancy to avoid future mechanical problems. Staff also performed other routine maintenance at the lift stations.
- Sewer jetting continues into the winter when possible to mitigate inflow and infiltration impacts to the wastewater treatment plant.

Administration

- Staff has selected and begun implementation of an integrated financial/utility billing system for the office.
- General Manager Alaniz attended an ACWA Region 1 Board meeting in Sonoma 01/13 and is coordinating with other members on a 2020 Region 1 event.
- Staff is implementing the 9,000 g/mo. water usage cap in compliance with water efficiency legislation.

Vendor	Service/Product	Checks Inv Amt	EFT Inv Amt	Inv Date	ADMIN Fund 120	WATER Fund 220	SEWER Fund 320	FIRE Fund 420
Aramark	Shop towels/mats	\$ 50.00		01/16/20		\$ 25.00	\$ 25.00	
Joan Baeskens	Comm Ctr Refund	365.00		01/16/20	365.00			
City of Willits	% of operating cost	22,000.00		01/02/20			22,000.00	
Corbin Willits System Inc.	MOM Software support	545.72		01/15/20	545.72			
CWEA	Membership dues-JB	89.00		01/17/20		89.00		
Grainger	Gas heater & thermostat	865.56		01/15/20				865.56
Kemgas	Propane Tk 2	709.96		01/09/20	71.00	106.49	106.49	425.98
Scott Lebo	DBA A+ Brush & Grass Removal	2,200.00		01/14/20				2,200.00
Life-Assist, Inc	Medical supplies	1,740.72		01/10/20				1,740.72
Life-Assist, Inc	Medical supplies	24.27		01/10/20				24.27
Life-Assist, Inc	Medical supplies	388.35		01/16/20				388.35
Mendocino Cnty Clerk-Recorder	Release lien-PAID	17.00		01/22/20	17.00			
Mendocino Environmt Health	2-Permits	1,596.00		01/02/20			1,596.00	
PG & E	Utilities - 29.90 x day avg \$393.16		11,759.02	01/10/20	402.87	10,544.40	411.83	399.92
Redwood Coast Fuels	Gasoline/Diesel	465.94		01/10/20	9.32	142.11	142.11	172.40
Redwood Coast Fuels	Diesel	126.69		01/20/20	2.53	38.64	38.64	46.88
Safeway	FD Kitchen supplies	-						
Sensaphone	Cell phone and alarm-annual	420.00		01/07/20			420.00	
State Farm	Insurance	506.39		01/17/20	506.39			
Standard Ins Company	Short & Long Term Disability Ins	860.27		01/21/20	358.45	179.40	179.40	143.02
USA Bluebook	Credit-aluminum poles	(176.88)		12/30/19		(176.88)		
USA Bluebook	Colormeter/tubing	611.94		01/09/20		611.94		
USA Bluebook	Pouch & dispenser	122.20		01/14/20		122.20		
USA Bluebook	Dispenser-2	431.24		01/16/20		431.24		
Total Cks:	15	TOTALS \$ 33,959.37	\$ 11,759.02		\$ 2,278.28	\$ 12,113.54	\$ 24,919.47	\$ 6,407.10
		Aggregate Total	\$45,718.39					
Added to Preliminary Report								
	Approved for payment:							
		President, Board of Directors				General Manager		

Golf Course Reports September through December 2019

SEPTEMBER 2019 GOLF REGISTRATION SUMMARY			
Type	Amount	Cost	Total
Adult 18 Golf	35	\$22.00	\$770.00
Adult 9 Golf	146	\$17.00	\$2,482.00
Adult Add'l 9 Holes	9	\$5.00	\$45.00
18 Holes w/card \$7	0	\$7.00	\$0.00
Adult 9 Twilight	27	\$15.00	\$405.00
Youth 9 Golf	6	\$10.00	\$60.00
Youth 18 Golf	0	\$12.00	\$0.00
Adult 18 Disc	185	\$12.00	\$2,220.00
Adult Disc w/card	2	\$7.00	\$14.00
Adult 18 Disc Twilight	0	\$10.00	\$0.00
Youth 18 Disc	3	\$7.00	\$21.00
Thursday Scramble	28	\$12.00	\$336.00
Passes	28	\$0.00	\$0.00
Willits High School	5	\$0.00	\$0.00
Walkers	22	\$1.00	\$22.00
High School Tournament	0	\$7.00	\$0.00
		Total Fees	\$6,375.00
Member Information			
Ball	14		
Disc	22		
Total Players	532	Annuals	\$ 5,322.00

OCTOBER 2019 GOLF REGISTRATION SUMMARY			
Type	Amount	Cost	Total
Adult 18 Golf	25	\$22.00	\$550.00
Adult 9 Golf	120	\$17.00	\$2,040.00
Adult Add'l 9 Holes	3	\$5.00	\$15.00
18 Holes w/card \$7	2	\$7.00	\$14.00
Adult 9 Twilight	1	\$15.00	\$15.00
Youth 9 Golf	1	\$10.00	\$10.00
Youth 18 Golf	1	\$12.00	\$12.00
Adult 18 Disc	150.25	\$12.00	\$1,803.00
Adult Disc w/card	8	\$7.00	\$56.00
Adult 18 Disc Twilight	0	\$10.00	\$0.00
Youth 18 Disc	7	\$7.00	\$49.00
Thursday Scramble	13	\$12.00	\$156.00
Passes	4	\$0.00	\$0.00
Willits High School	0	\$0.00	\$0.00
Walkers	12	\$1.00	\$12.00
High School Tournament	0	\$7.00	\$0.00
		Total Fees	\$4,732.00
Member Information			
Ball	1		
Disc	12		
Total Players	360.25	Annuals	\$ 1,030.00

NOVEMBER 2019 GOLF REGISTRATION SUMMARY			
Type	Amount	Cost	Total
Adult 18 Golf	29	\$22.00	\$638.00
Adult 9 Golf	80	\$17.00	\$1,360.00
Adult Add'l 9 Holes	1	\$5.00	\$5.00
18 Holes w/card \$7	0	\$7.00	\$0.00
Adult 9 Twilight	0	\$15.00	\$0.00
Youth 9 Golf	1	\$12.00	\$12.00
Youth 18 Golf	3	\$10.00	\$30.00
Adult 18 Disc	93	\$12.00	\$1,116.00
Adult Disc w/card	7	\$7.00	\$49.00
Adult 18 Disc Twilight	0	\$10.00	\$0.00
Youth 18 Disc	4	\$7.00	\$28.00
Thursday Scramble	0	\$12.00	\$0.00
Passes	10	\$0.00	\$0.00
Willits High School	0	\$0.00	\$0.00
Walkers	18	\$1.00	\$18.00
High School Tournament	0	\$7.00	\$0.00
		Total Fees	\$3,256.00
Member Information			
Ball	0		
Disc	18		
Total Players	264	Annuals	\$ -

DECEMBER 2019 GOLF REGISTRATION SUMMARY			
Type	Amount	Cost	Total
Adult 18 Golf	4	\$22.00	\$88.00
Adult 9 Golf	34	\$17.00	\$578.00
Adult Add'l 9 Holes	3	\$5.00	\$15.00
18 Holes w/card \$7	0	\$7.00	\$0.00
Adult 9 Twilight	0	\$15.00	\$0.00
Youth 9 Golf	0	\$12.00	\$0.00
Youth 18 Golf	4	\$10.00	\$40.00
Adult 18 Disc	73	\$12.00	\$876.00
Adult Disc w/card	0	\$7.00	\$0.00
Adult 18 Disc Twilight	0	\$10.00	\$0.00
Youth 18 Disc	0	\$7.00	\$0.00
Thursday Scramble	0	\$12.00	\$0.00
Passes	7	\$0.00	\$0.00
Willits High School	0	\$0.00	\$0.00
Walkers	9	\$1.00	\$9.00
High School Tournament	0	\$7.00	\$0.00
		Total Fees	\$1,606.00
Member Information			
Ball	7		
Disc	8		
Total Players	149	Annuals	\$ -



BROOKTRAILS TOWNSHIP

COMMUNITY SERVICES DISTRICT

24860 Birch Street
Willits, California 95490

Phone: 707-459-2494

Fax: 707-459-0358

btcasd@btcasd.org

Board Meeting
Agenda Item K-7

DATE: January 28, 2020
TO: Board of Directors
FROM: General Manager Tamara Alaniz
RE: Notice of Intent to Adopt Negative Declaration for Tank 3 Replacement Project

The Tank 3 Replacement Project (Project) has been determined to be a project as defined in the California Environmental Quality Act (CEQA). CEQA §15063(a) requires the lead agency on a project to conduct an initial study, which shall be used to determine if the project will have a significant effect on the environment.

The Project will replace an existing 50,000-gallon redwood tank and failing bladder insert with a 330,000-gallon bolted steel tank. Tank 3 is a lead tank in the distribution system and accommodates a volume of over 200,000 gallons of drinking water supply daily. The replacement tank will be appropriately sized to accommodate this daily supply volume, as well as provide more reliable water storage in a critical location within the distribution system. The Project was included in the Fiscal Year 2019-20 Adopted Budget and has been discussed frequently by the Board at its Regular Meetings.

Staff has completed the Initial Study (IS) in accordance with the Public Resources Code requirements and will circulate a Notice of Intent (NOI) to Adopt a Negative Declaration (ND) on the Project. The NOI will be posted for a minimum of 20 days, noticed in the Willits News, and sent by mail to all adjacent property owners. The ND will be scheduled for a Public Hearing at the Regular Board Meeting on February 25, 2020 where the Board may consider public comments prior to adoption.

Written comments on the IS, NOI and ND may be submitted in person or by mail to the District office at 24860 Birch Street, Willits, CA 95490.



BROOKTRAILS TOWNSHIP

COMMUNITY SERVICES DISTRICT
24860 BIRCH STREET
WILLITS, CA 95490
Phone: 707-459-2494
Fax: 707-459-0358
btcsd@btcsd.org

ATTENTION: Agencies, Organizations and Interested Parties

NOTICE OF INTENT (NOI) TO ADOPT A NEGATIVE DECLARATION FOR THE TANK 3 REPLACEMENT PROJECT

NOTICE IS HEREBY GIVEN that the Brooktrails Township Community Services District is the lead agency under the California Environmental Quality Act (CEQA) and has prepared a Negative Declaration (ND) and accompanying Initial Study (IS) for the Tank 3 Replacement Project (the Project) in compliance with Title 14, Chapter 3, Sections 15072 and 15073 of the California Code of Regulations. This NOI to adopt a ND for the project provides an opportunity for the agencies and the public to offer input on the Project's environmental determination of no significant impact.

PROJECT TITLE: Tank 3 Replacement Project

PROJECT LOCATION: The Project site is an approximately 2.9 acre parcel (APN: 098-112-01) located on Lupine Drive in Willits, CA. The site is located west of the Sherwood Road and Lupine Drive intersection in a sparsely populated residential area on land zoned Public Facilities, with an existing water storage tank.

PROJECT DESCRIPTION: The Project will remove and replace an existing 50,000 gallon redwood tank that has a failing internal bladder with an approximately 330,000 gallon steel bolted tank. Over 200,000 gallons of potable drinking water circulates through Tank 3 daily and a larger tank is needed to accommodate the existing supply and distribution operations. The existing tank will be kept in service during grading activities that are needed to accommodate the new, larger tank. The new tank will be plumbed into the existing pump house.

PUBLIC REVIEW AND COMMENT PERIOD: The ND will be available for a 20-day public review period beginning January 28, 2020 and ending February 17, 2020. Copies are available for review from our office at 24860 Birch Street, Willits, Monday through Friday between the hours of 8 a.m. and 5 p.m.

PUBLIC HEARING: The Board of Directors will include comments received during the public review period and during the Public Hearing prior to adoption of the proposed ND at its Regular Meeting of February 25, 2020.

The **CEQA Appendix G: Environmental Checklist Form** may be tailored to satisfy individual agencies' needs and project circumstances. It has been used on this project to meet the requirements for an initial study and meets CEQA Guidelines criteria. Substantial evidence of potential impacts that are not listed on this form have also been considered.

1. Project title: Tank 3 Replacement Project
2. Lead agency name and address:
Brooktrails Township Community Services District
24860 Birch Street
Willits, CA 95490
3. Contact person and phone number: Tamara Alaniz, General Manager, 707-459-2494
4. Project location: Lupine Drive (APN:098-112-01/39°27'01.6"N 123°23'16.0"W), Willits, CA 95490
5. Project sponsor's name and address:
Brooktrails Township Community Services District
24860 Birch Street
Willits, CA 95490
6. General plan designation: Brooktrails Specific Plan 7. Zoning: PF (Public Facilities)
8. Description of project: (Describe the whole action involved, including but not limited to later phases of the project, and any secondary, support, or off-site features necessary for its implementation. Attach additional sheets if necessary.)
Tank 3 is an existing 50,000 gallon redwood tank with an internal bladder that is failing. Tank 3 serves as a lead tank to multiple tanks in the water distribution system. It will be replaced with an approximately 330,000 gallon steel, bolted tank in the same location and tied into the existing pump house. The steel bolted tank is a design build option to be assembled on site.
The location for staging and disposal of excavated soil is located within 1/2 mile of the project site, which significantly eliminates potential impacts from soil transport and disposal. All grading activities will comply with best management practices and the County of Mendocino stockpile management policies.
The project is expected to take three months from grading to final construction and will likely begin in late Spring 2020 as weather permits.
9. Surrounding land uses and setting: Briefly describe the project's surroundings:
The project site is located in a densely forested, sparsely populated rural residential area.
10. Other public agencies whose approval is required (e.g., permits, financing approval, or participation agreement.) None
11. Have California Native American tribes traditionally and culturally affiliated with the project area requested consultation pursuant to Public Resources Code section 21080.3.1? If so, has consultation begun? No traditional or cultural Native American are affiliated with the project site.

Note: Conducting consultation early in the CEQA process allows tribal governments, lead agencies, and project proponents to discuss the level of environmental review, identify and address potential adverse impacts to tribal cultural resources, and reduce the potential for delay and conflict in the environmental review process. (See Public Resources Code section 21083.3.2.) Information may also be available from the California Native American Heritage Commission's Sacred Lands File per Public Resources Code section 5097.96 and the California Historical Resources Information System administered by the California Office of Historic Preservation. Please also note that Public Resources Code section 21082.3(c) contains provisions specific to confidentiality.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

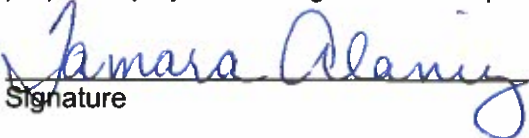
The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

- | | | |
|---|---|--|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Agriculture and Forestry Resources | <input type="checkbox"/> Air Quality |
| <input type="checkbox"/> Biological Resources | <input type="checkbox"/> Cultural Resources | <input type="checkbox"/> Geology /Soils |
| <input type="checkbox"/> Greenhouse Gas Emissions | <input type="checkbox"/> Hazards & Hazardous Materials | <input type="checkbox"/> Hydrology / Water Quality |
| <input type="checkbox"/> Land Use / Planning | <input type="checkbox"/> Mineral Resources | <input type="checkbox"/> Noise |
| <input type="checkbox"/> Population / Housing | <input type="checkbox"/> Public Services | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Transportation/Traffic | <input type="checkbox"/> Tribal Cultural Resources | <input type="checkbox"/> Utilities / Service Systems |
| <input type="checkbox"/> Mandatory Findings of Significance | | |

DETERMINATION:

On the basis of this initial evaluation:

- ☒ I find that the proposed project **COULD NOT** have a significant effect on the environment, and a **NEGATIVE DECLARATION** will be prepared.
- ☐ I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A **MITIGATED NEGATIVE DECLARATION** will be prepared.
- ☐ I find that the proposed project **MAY** have a significant effect on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.
- ☐ I find that the proposed project **MAY** have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An **ENVIRONMENTAL IMPACT REPORT** is required, but it must analyze only the effects that remain to be addressed.
- ☐ I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or **NEGATIVE DECLARATION** pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or **NEGATIVE DECLARATION**, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.


Signature

January 22, 2020

Date

EVALUATION OF ENVIRONMENTAL IMPACTS:

- 1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- 2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.
- 4) "Negative Declaration: Less Than Significant With Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from "Earlier Analyses," as described in (5) below, may be cross-referenced).
- 5) Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
- 7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
- 8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project's environmental effects in whatever format is selected.

- 9) The explanation of each issue should identify:
- the significance criteria or threshold, if any, used to evaluate each question; and,
 - the mitigation measure identified, if any, to reduce the impact to less than significance

Issues:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
<u>I. AESTHETICS.</u> Would the project:				
a) Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially degrade the existing visual character or quality of the site and its surroundings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>The Project will not degrade the existing character of the neighborhood or introduce any light sources to the surroundings.</u>				

II. AGRICULTURE AND FORESTRY RESOURCES. In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Result in the loss of forest land or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>No agricultural resources are associated with the project site. There will be no impact to surrounding forest lands.</u>				

III. AIR QUALITY. Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:

a) Conflict with or obstruct implementation of the applicable air quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
d) Expose sensitive receptors to substantial pollutant concentrations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Create objectionable odors affecting a substantial number of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>There are no air quality impacts anticipated with this project.</i>				
<u>IV. BIOLOGICAL RESOURCES:</u>				
Would the project:				
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>There are no impacts to biological resources anticipated with this project.</i>				

Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
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V. CULTURAL RESOURCES. Would the project:

a) Cause a substantial adverse change in the significance of a historical resource as defined in § 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to § 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Disturb any human remains, including those interred outside of dedicated cemeteries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

There are no cultural resources associated with the project site.

VI. GEOLOGY AND SOILS. Would the project:

a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii) Strong seismic ground shaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iii) Seismic-related ground failure, including liquefaction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iv) Landslides?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Result in substantial soil erosion or the loss of topsoil?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*Grading activities will be undertaken in accordance with an erosion control plan and the County of Mendocino Best Management Practices to ensure stability of soil and proper disposal of excavated soils.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

VII. GREENHOUSE GAS EMISSIONS.

Would the project:

a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>The project activities have been designed to eliminate significant transportation-related emissions by locating the soils disposal site within 1/2 mile of the project site. No other emissions impacts are anticipated with this project.</u>				

VIII. HAZARDS AND HAZARDOUS MATERIALS.

Would the project:

a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u><i>There are no hazardous materials associated with the project. All construction activities will be in accordance with best management practices for public, contractor and workplace safety.</i></u>				

IX. HYDROLOGY AND WATER QUALITY.

Would the project:

a) Violate any water quality standards or waste discharge requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *	<input type="checkbox"/>

**Grading activities will be undertaken in accordance with an erosion control plan and the County of Mendocino Best Management Practices, which will eliminate the risk of siltation and substantial erosion.*

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Otherwise substantially degrade water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j) Inundation by seiche, tsunami, or mudflow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

X. LAND USE AND PLANNING. Would the project:

a) Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

There are no land use or planning impacts anticipated with this project.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

XI. MINERAL RESOURCES. Would the project:

a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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There are no mineral resources associated with the project site or adjacent areas.

XII. NOISE. Would the project result in:

a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *	<input type="checkbox"/>
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e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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*There will be noise introduced from construction activity during the project. This will include on-site construction work and vehicles, which will only operate in daylight hours and will not exceed permissible noise levels. The size and location of the project site will minimize or eliminate impacts to the project vicinity.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
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XIII. POPULATION AND HOUSING. Would the project:

- | | | | | |
|---|--------------------------|--------------------------|--------------------------|-------------------------------------|
| a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
- No impacts to population or housing are anticipated with this project.

XIV. PUBLIC SERVICES.

- | | | | | |
|---|--------------------------|--------------------------|--------------------------|-------------------------------------|
| a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Fire protection? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Police protection? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Schools? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Parks? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Other public facilities? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

No impacts to public services are anticipated with this project, except that the ability to provide drinking water to the system will be operationally improved.

XV. RECREATION.

- | | | | | |
|--|--------------------------|--------------------------|--------------------------|-------------------------------------|
| a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
|--|--------------------------|--------------------------|--------------------------|-------------------------------------|

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>No impacts to recreation are anticipated with this project.</u>				

XVI. TRANSPORTATION/TRAFFIC. Would the project:

a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>No significant impacts to transportation or traffic are anticipated with this project.</u>				

Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
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XVII. TRIBAL CULTURAL RESOURCES.

Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:

a) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resources Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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There are no tribal or cultural resources associated with the project, or project site.

XVIII. UTILITIES AND SERVICE SYSTEMS.

Would the project:

a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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**Construction of a water storage tank is the project. No significant environmental impacts are anticipated from this project.*

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Comply with federal, state, and local statutes and regulations related to solid waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

XVIII. MANDATORY FINDINGS OF SIGNIFICANCE.

a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project and its construction activities will not degrade the environment, create cumulative significant impacts to the environment or have adverse effects on human beings.

Note: Authority cited: Sections 21083, 21083.05 and 21083.09, Public Resources Code.

Reference: Section 65088.4, Gov. Code; Sections 21080(c), 21080.1, 21080.3, 21083, 21083.05, 21095, and 21151; Public Resources Code; Sundstrom v. County of Mendocino, (1988) 202 Cal.App.3d at 296; Leonoff v. Monterey Board of Supervisors, (1990) 222 Cal.App.3d 1337; Eureka Citizens for Responsible Govt. v. City of Eureka (2007) 147 Cal.App.4th at 357; Protect the Historic Amador Waterways v. Amador Water Agency (2004) 116 Cal.App.4th at 1109; San Franciscans Upholding the Downtown Plan v. City and County of San Francisco (2002) 102 Cal.App.4th at 656.

Revised 2016

Additional Reference: Public Resources Code Sections 21073, 21074, 21080.3.1, 21080.3.2, 21082.3/ 21084.2 and 21084.3



BROOKTRAILS TOWNSHIP

COMMUNITY SERVICES DISTRICT

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Board Meeting
Agenda Item K-8

DATE: January 28, 2020
TO: Board of Directors
FROM: General Manager Tamara Alaniz
RE: Mid-Year Budget Review

BACKGROUND

To summarize the status of the Fiscal Year 2019-20 Adopted Budget, this item will provide an overview by department through December 31, 2019. It also provides an opportunity for the Board to direct staff and develop priorities at its annual Planning Meeting, which will be held on Saturday, March 6, 2020.

DISCUSSION

The mid-year budget review compares revenues and expenditures at 50% of the year, or December 31, 2019 with the Adopted Budget amounts.

The timing of annual revenue receipts associated with taxes and assessments varies and is considered when reviewing the department-level budget information.

- + Administration Revenue – 70.3%
- + Administration Expenses – 54.7%, including Parks and Recreation

The Administration Department revenues and expenses meet or exceed anticipated budget levels.

- + Utilities Revenue – Water is at 47.4% and sewer is at 49%
- + Utilities Expenses – Water is at 39.3% and sewer is at 56.5%

The Utilities Department revenues and expenses meet or exceed anticipated budget levels.

The capital outlay project currently underway is the highest priority project in the Water Department budget, the Tank 3 Replacement Project. Planning and site preparations are underway to begin this project in 2020. Unanticipated wastewater expenses from pump failures are booked in the Sewer Department under equipment replacement and repairs line items and were not deducted from the capital line items.

- Fire Revenue – 17.1%

This line item is the most differentiated account at mid-year. The District has only received \$39,675, or 8.1% of the special assessment dollars, which generate the vast

majority of the department's revenues. Fuel management grant and strike team revenues have augmented the limited tax dollars received, but the department as a budgetary whole is in the red until the assessments are provided by the County of Mendocino, again this Fiscal Year.

+ Fire Expenses – 53.3%

The Fire Department expenses meet anticipated budget levels.

There are no currently anticipated expenses outside of the remaining Adopted Budget that would require an amendment this Fiscal Year. Department reserves remain unspent as adopted for Fiscal Year 2019-20 and are being tracked by account.

RECOMMENDATION

That the Board of Directors use this information to formulate questions and priorities for the March 6, 2020 Planning Meeting.

Brooktrails Township - Administration
December 31, 2019

Brooktrails Township - Administration			Total	
December 31, 2019			Received	Remaining
G/L		2018-2019	Expensed	Budget
Acct #	Description	Budget	YTD	YTD
REVENUES				
41310-0100	BTCS D Allocation - Current	\$ 298,500	\$ 119,510.31	\$ 178,989.69
41310-0200	BTCS D Allocation - Prior	-	-	-
41320-0100	BMD Allocation - Current	-	81,518.99	(81,518.99)
41320-0200	BMD Allocation - Prior	-	11,620.08	(11,620.08)
	Investment Interest (LAIF)	-	-	-
41530	Plan Review Fees	-	-	-
41710	Investment Interest (Ckg Acct)	100	403.89	(303.89)
41850	Franchise Fee SWOW	32,933	17,458.67	15,474.33
41740	Retirement Ins Premiums	-	-	-
41990	Other Misc Revenue	1,500	3,049.43	(1,549.43)
48510	Plan Review Fees	-	405.00	(405.00)
TOTAL REVENUE		\$ 333,033	\$ 233,966.37	\$ 99,066.63
EXPENSES				
Salaries, Wages, & Benefits				
1200	Salaries/Wages	293,144	152,704.00	140,440.00
1290	Overtime	-	-	-
1400	Retirement	76,995	29,894.46	47,100.54
1401	ICMA 457 Emplr Contrib	-	2,556.45	(2,556.45)
1600	FICA	2,936	9,123.27	(6,187.27)
1601	Medicare	-	2,214.17	(2,214.17)
1700	Unemployment	2,000	167.99	1,832.01
1702	Staywell	1,069	676.76	392.24
Total Salaries, Wages, & Benefits		376,144	197,337.10	178,806.90
Supplies & Services				
1900	Training/Education	800	-	800.00
2100	Supplies	6,000	3,336.17	2,663.83
2101	Postage	3,000	629.56	2,370.44
2102	Publication of Notices	200	58.50	141.50
2300	Vehicle Expenses		-	
	Fuel		-	
	Repairs/tires		-	
2390	Mileage Reimb	-	-	-
	Accrued invoices - to be reversed in July		-	
Vehicle Expenses - Total		-	-	-
2380	Travel Expense	-	-	-
2400	Bldg Maintenance	10,000	1,020.00	8,980.00
2401	Repairs to Equipment	500	158.41	341.59
2501	PG&E/Propane	5,500	1,839.55	3,660.45
2600	Telephone/Communications	7,000	2,475.61	4,524.39
2700	Memberships/Meeting Expenses	12,000	10,204.61	1,795.39
3000	Contract Services	15,000	11,988.02	3,011.98
3001	Board Fees	12,000	4,500.00	7,500.00
3004	Legal Counsel Fees	23,430	11,715.00	11,715.00
3005	Other Legal	2,500	6,699.52	(4,199.52)
3006	District Architect Fees	3,000	100.00	2,900.00
3201	Newsletter	-	-	-
3400	Insurance	71,787	50,143.16	21,643.84
3401	Insurance	20,170	-	20,170.00
3600	State/County Charges	10,000	593.50	9,406.50
3900	Other Expenses	2,500	-	2,500.00
4000	Debt Service - Principal - Xerox	-	-	-
4242	Debt Service - Interest	3,500	618.43	2,881.57
4300	Photocopy Ls/printer	-	1,421.56	(1,421.56)
5100	Capital Outlay		-	-
	Capitalize Fixed Assets		-	-
Capital Outlay - Total		-	-	-
7100	Contingency	1,500	-	1,500.00
Total Supplies & Services		210,387	107,501.60	102,885.40
TOTAL EXPENDITURES		586,531	304,838.70	281,692.30
TRANSERS				
41698	From Water Fund	170,321	-	170,321.00
41699	From Sewer Fund	168,640	-	168,640.00
41700	From Fire Fund	71,657	-	71,657.00
41701	From Parks & Recreation	25,882		
Total Transfers		436,500	-	410,618.00
NET BUDGET TOTALS			(70,872.33)	227,992.33
	Parks & Rec	\$ 183,002	(42,675.16)	225,677.16
			(113,547.49)	453,669.49

Brooktrails Township - Parks & Recreation

December 31, 2019		Total		
G/L		Received/		Remaining
Acct #	Description	Expensed		Budget
		YTD		YTD
2019-2020				
Budget				
REVENUES				
41707	TSF from Gen(Franchise Fee)	\$ -	\$ -	\$ -
45990	Other (rent)	-	-	-
TOTAL REVENUE		-	-	-
PARK FACILITIES DEPT EXPENDITURES:				
EXPENSES				
<i>Salaries, Wages, & Benefits</i>				
1200	Wages	11,175	16,246.76	(5,071.76)
1290	Overtime	-	1,682.08	(1,682.08)
1400	Retirement	6,749	7,125.81	(376.81)
1401	ICMA 457 Emplr Contrib	-	179.09	(179.09)
1600	FICA	-	1,103.14	(1,103.14)
1601	Medicare	899	258.01	640.99
1700	Unemployment	-	-	-
1702	Staywell	28	500.00	(472.00)
<i>Total Salaries, Wages, & Benefit</i>		18,851	27,094.89	(8,243.89)
<i>Supplies & Services</i>				
2100	Supplies			
	Community Garden		-	
	Chipp's House		-	
	Misc Supplies		808.70	
	Dog Waste Stations		-	
	Portable Toilet Rental		-	
Supplies - Total		1,459	808.70	650.30
2101	Postage	-	-	-
2102	Publication of Notices	-	-	-
2300	Vehicle Exp			
	Fuel	-	-	
	Repairs/tires		-	
	Mileage		-	
	Accrued invoices - to be reversed in July		-	
Vehicle Expenses - Total		-	-	-
2400	Bldg Maintenance	5,000	-	5,000.00
2401	Repairs to Equipment	-	-	-
2402	Greenbelt Maint	-	-	-
2501	PG&E/Propane	84	73.42	10.58
2600	Telephone/Communications	-	-	-
2700	Memberships/Meeting Expenses	-	-	-
3000	Contract Services/Engineering/USGS	335	-	335.00
3005	Litigation and Other Legal	-	-	-
3201	Newsletter	-	-	-
3400	Insurance	4,249	5,759.54	(1,510.54)
3401	W/Comp	1,405	-	1,405.00
3600	State/County Charges	-	-	-
3900	Other Expenses	-	-	-
5100	Capital Outlay			
	Capitalize Fixed Assets	-	-	-
Capital Outlay - Total		-	-	-
7100	Contingency/Uncertainty	-	-	-
7200	Capital Reserve	-		-
<i>Total Supplies & Services</i>		12,532	6,641.66	5,890.34
TOTAL EXPENDITURES (Parks)		31,383	33,736.55	(2,353.55)
GOLF COURSE DEPARTMENT EXPENDITURES:				
<i>Supplies & Services</i>				
2100	Supplies	2,500	3,731.37	(1,231.37)
2300	Vehicle Expense	500	442.96	57.04
2400	Bldg Maintenance	5,000	-	5,000.00
2401	Repairs Equipment(pump)	500	-	500.00
2402	Tree Maintenance/Contract	-	-	-
2600	Telephone/Communications	500	371.00	129.00
3000	Golf Course--Contr Servs--	-	-	-
3400	Insurance	3,120	4,144.36	(1,024.36)
3600	State/County Charges	100	-	100.00
3900	Other Expenses(survey course)	4,500	-	4,500.00
5500	Capital Outlay	-	-	-
7100	Contingency/Uncertainty	300	-	300.00
7200	Capital Reserve	-		-
TOTAL EXPENDITURES (Golf)		17,020	8,689.69	8,330.31
AGGREGATE EXPENDITURES		48,403	42,426.24	5,976.76
TRANSERS				
6200	Cost: Mgnt,Finance, billing	-	-	-
41700	From Property Tax Revenue	-	-	-
Total Transfers		-	-	-
NET BUDGET TOTALS				
		(48,403)	(42,426.24)	(5,976.76)

Brooktrails Township - Sewer Department
December 31, 2019

Brooktrails Township - Sewer Department				Total	
December 31, 2019				Received/	Remaining
G/L		2017-2018		Expensed	Budget
Account #	Description	Budget		YTD	YTD
REVENUES					
43510	Sewer Base Rate	1,226,925	\$	629,144.53	\$ 597,780.47
43540	Other Sewer Charges	70,000		24,111.81	45,888.19
43560	Sewer Availability Charges	190,000		75,373.06	114,626.94
43560-0200	Sewer Avail Chrgs-Prior	-		-	-
43990	Other	4,500		2,700.00	1,800.00
TOTAL REVENUE		1,491,425		731,329.40	760,095.60
EXPENDITURES					
Salaries, Waages & Benefits					
1200	Salaries/Wages	208,946		87,150.61	121,795.39
1290	Overtime	-		9,493.67	(9,493.67)
1400	Retirement	110,509		32,066.89	78,442.11
1401	ICMA 457 Emplr Contrib	-		805.88	(805.88)
1600	FICA	-		5,954.11	(5,954.11)
1601	Medicare	2,200		1,392.49	807.51
1700	Unemployment	1,000		-	1,000.00
1702	Staywell	1,250		458.48	791.52
Total Salaries, Wages, & Benefits		323,905		137,322.13	186,582.87
1800	Uniforms	1,200		290.36	909.64
1900	Training/Education	1,200		-	1,200.00
2100	Supplies			6,901.01	
	Operating Supplies				
	Replacement Parts			5,088.97	
	Bouthillier - No contract labor or supp			-	
	Equipment Rental			-	
	Meals			-	
	Asphalt/Concrete/Rock			4,309.54	
	Fencing Materials			-	
	Degreaser			-	
	Fittings			586.56	
	Sales Tax Adjustment			-	
	Accrued Invoices			-	
	Supplies - Total	35,000		16,886.08	18,113.92
2101	Postage	2,000		671.93	1,328.07
2102	Publication of Notices	500		-	500.00
2103	Bad Debt Allowance	-		-	-
2200	Small Tools	1,500		1,189.65	310.35
2300	Vehicle Expenses			7,534.64	
	Fuel				
	Repairs/tires			5,473.68	
	Mileage			-	
	Vehicle Expenses - Total	20,000		13,008.32	6,991.68
2380	Travel Expense	-		-	-
2400	Bldg Maintenance	1,500		-	1,500.00
2401	Repairs to Equipment	5,000		6,605.83	(1,605.83)
2404	Equipment Replacement			6,289.54	(6,289.54)
2501	PG&E/Propane	16,500		8,180.22	8,319.78
2600	Telephone/Communications	7,900		4,214.53	3,685.47
2700	Memberships/Meeting Expenses	600		-	600.00
2703	Dues/Subscriptions	-		-	-
3000	Contract Services/Engineering	7,500		26,165.62	(18,665.62)
3005	Other Legal	1,000		-	1,000.00
3400	Insurance	85,945		64,899.08	21,045.92
3401	Worker's Comp	32,000		-	32,000.00
3600	State/County Charges	15,603		1,844.44	13,758.56
3700	City Contract Operations	264,000		132,000.00	132,000.00
3701	Reserve	-		-	-
3702	Prior Year's City Contract Operations	-		-	-
3900	Other Expenses	8,000		1,902.91	6,097.09
4000	Debt Service - Principal	30,500		124,091.57	(93,591.57)
4242	Debt Service - Interest	-		6,905.74	(6,905.74)
4243	USDA Debt Contingency	25,000		-	25,000.00
4244	UDSA Debt per 4th Amend-City	311,217		212,491.13	98,725.87
5300	Capital Outlay			-	
	Sewer Pump			-	
	Wastewater Evaluation			1,940.00	
	Sewer Meter			-	
	Manhole Installation			-	
	Capitalize Fixed Assets			-	
	Capital Outlay Total	115,995		1,940.00	114,055.00
5320	FEMA-Construction in Progress			6,220.00	(6,220.00)
7100	Contingency/Uncertainty	5,800		-	5,800.00
7200	Capital Reserve	50,000		-	50,000.00
7300	Reserve	-		-	-
Total Supplies & Services:		1,045,460		635,797	409,663.05
TOTAL EXPENDITURES		1,369,365		773,119.08	596,245.92
TRANSERS					
6200	To General for mgnt/billing/finance	(168,640)		-	(168,640.00)
41700	From General	28,204		-	28,204.00
Net Transfers		(140,436)		-	(140,436.00)
NET BUDGET TOTALS		(18,376)		(41,789.68)	23,413.68
5999	Depreciation Expense(Unfunded)	-		-	

Brooktrails <i>Fire</i> Department			Total	
			Received	Remaining
	December 31, 2019	2019-2020	Expensed	Budget
Account #	Description	Budget	YTD	YTD
REVENUES				
44410	Fire Fund Special Levy	\$ 255,000	\$ 39,674.84	\$ 215,325
44410	Fire Fund Special Levy-anticipated	235,000	-	235,000
44520	Strike Team Revenue	20,000	15,852.00	4,148
44530	Plan Review Fees		50.00	(50)
44540	Prop 172	20,000	(407.32)	20,407
44550	Donations	2,000	800.00	1,200
44710	Investment Interest		-	-
44930	Fuel Mgnt Grant		32,976.01	(32,976)
44990	Other		2,089.23	(2,089)
TOTAL REVENUE		\$ 532,000	91,034.76	\$ 440,965
PAYROLL EXPENSES				
1200	Salaries/Wages	183,604	85,468.97	98,135
1290	Overtime		14,996.25	(14,996)
1400	Retirement	37,929	18,666.69	19,262
1401	ICMA 457 Emplr Contrib		150.00	(150)
1600	FICA		6,623.63	(6,624)
1601	Medicare	2,500	1,659.16	841
1701	Unemployment	1,000	421.76	578
1702	Staywell	1,000	1,311.86	(312)
		\$ 226,033	129,298.32	\$ 96,735
SUPPLIES & SERVICES				
1800	Uniforms	1,500	1,053.61	446
1801	Protective Clothing	500	-	500
1900	Training/Education	3,000	935.37	2,065
2100	<i>Supplies</i>			
	Fire Supression Equipment		2,616.10	(2,616)
	Communication Equipment		2,070.52	(2,071)
	Medical Equipment/Supplies		420.74	(421)
	Office Supplies		2,055.63	(2,056)
	Kitchen Supplies		83.91	(84)
	Meals		102.06	(102)
	Newsletters		-	-
	Rescue Equipment		238.37	(238)
	Station repairs/expenses		4,368.47	(4,368)
	Awards		967.45	(967)
	Accruals - will be reversed in July		-	-
<i>Supplies - Total</i>		\$ 18,000.00	12,923.25	\$ 5,077
2101	Postage	1,000	312.53	687
2102	Publication of Notices	300	257.66	42
2200	Small tools	500	-	500
2300	Vehicle Expenses Fuel		8,242.79	(8,243)
	Repairs/tires		11,508.79	(11,509)
2390	Mileage Reimbursement		-	-
Vehicle Expenses - Total		\$ 18,000	19,751.58	\$ (1,752)
2400	Bldg Maintenance	1,000	509.14	491
2401	Repairs to Equipment	1,000	1,696.61	(697)
2404	Equipment Replacment		-	-
2501	PG&E/Propane	5,775	3,298.91	2,476
2600	Telephone/Communications	5,000	11,145.36	(6,145)
2700	Memberships/Meeting Expenses	500	20.78	479
2703	Dues/Subscriptions		-	-
3000	Contract Services		3,487.77	(3,488)
3002	Fire Remunerations	10,000	-	10,000
3003	Strike Team Expenses		19,441.60	(19,442)
3004	Legal Counsel Fees		-	-
3400	Insurance	38,450	67,320.95	(28,871)
3401	Worker's Comp.	29,000	-	29,000
3509	Contract Operations (Abate)	15,000	1,914.38	13,086
3600	State/County Charges	5,000	520.00	4,480
3900	Other Expenses	500	-	500
4000	Debt Service - Principal		-	-
4242	Debt Service - Interest	112,655	8,036.88	104,618
4300	Photocopy Ls/Pr		559.86	(560)
5400	Capital Outlay	15,000	-	15,000
7100	Contingency/Uncertainty	2,000	-	2,000
7200	Capital Reserve	20,000	-	20,000
Total Supplies & Services		\$ 303,680	\$ 153,186.24	\$ 150,494
TOTAL EXPENDITURES		\$ 529,713	\$ 282,484.56	\$ 247,228
TRANSERS				
6600	To General Fund	(71,657)	-	\$ (71,657)
	From General Fund		-	\$ -
Net Transfer		\$ (71,657)	\$ -	\$ (71,657)
NET BUDGET TOTALS		\$ (69,370)	\$ (191,449.80)	\$ 122,080