

**AGENDA
REDWAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

REGULAR BUSINESS MEETING

Location: RCSD Business Office; 1150 Evergreen Rd. #2
Date: December 18, 2019
Time: Immediately After the 6:30 P.M. Public Hearing
Posted: December 13, 2019

I. CALL TO ORDER:

II. ROLL CALL:

____ Arthur M ^c Clure, Chm.	____ Scott Kender, Director
____ Dian Griffith, Vice-Chm.	____ Linda Sutton, Director
____ Michael McKaskle, Director	

III. APPROVAL OF THE AGENDA:

IV. PUBLIC COMMENT:

An opportunity for any member of the public to address the Board of Directors on any matter not on the Agenda but which is within the jurisdiction of the Board. The Board may limit time allowed for each speaker. An item may be discussed by the Board but no action will take place during this portion of the agenda as this would constitute an illegal act of the Board.

V. PREVIOUS MINUTES:

1. Review and Action on the November 20, 2019 Public Hearing Minutes.
2. Review and Action on the November 20, 2019 Regular Business Meeting Minutes.

VI. CONSENT CALENDAR:

All matters listed under the Consent Calendar are to be considered routine and without opposition. The Consent Calendar will be enacted by one motion.

1. Financial Report: Review of the November 2019 Financial Reports.
- 2a. General Manager's Report: Review November 2019 General Manager's Report.
- 2b. Office Manager's Report: Review of the November 2019 Office Manager's Report.
- 2c. Operation Manager's Report: Review of the November 2019 Operation Manager's Report.
3. Production Report: Review of the November 2019 Production Report.
4. Safety Report: Review of the November 2019 Safety Report.

VII. REPORT FROM CHAIRMAN OF THE BOARD:

VIII. ACTION / DISCUSSION ITEMS; CONTINUED AND NEW ITEM:

1. Updating Wastewater Ordinance.
ACTION REQUIRED: Discussion / Report / Action
2. District Policies.
ACTION REQUIRED: Discussion / Report / Action
3. New Connections.
ACTION REQUIRED: Discussion / Report / Action
4. Amnesty Letter to Current Customers.
ACTION REQUIRED: Discussion / Report / Action
5. Solar Project.
ACTION REQUIRED: Discussion / Report / Action
6. Infrastructure Ad Hoc Committee Report:
 - a. Strategic Planning
 - b. New Connections
 - c. Infrastructure DevelopmentsACTION REQUIRED: Discussion / Report / Action
7. Lien Process
ACTION REQUIRED: Discussion / Report / Action.
8. GSD Connection to Southern Humboldt Community Park.
ACTION REQUIRED: Discussion / Report / Action.
9. Letter to Public Utilities Commission Regarding Public Safety Power Shutoffs.
ACTION REQUIRED: Discussion / Report / Action.
10. January Business Meeting Date Change
ACTION REQUIRED: Discussion / Report / Action

IX. CORRESPONDENCE:

X. BOARD MEMBER / STAFF / COMMITTEE REPORTS:

1. DIRECTORS' REPORT
 1. RREDC
2. AD-HOC COMMITTEE REPORT
 1. FINANCIAL
 2. ENERGY INDEPENDENCE

XI. MEDIA COMMUNICATION:

XII. ADVANCED AGENDA:

Further items may be placed by the Board Members for the January 2020 Regular Business Meeting of the Board of Directors under this item of business. No Action

XIII. ADJOURNMENT

Location of related writings is available for public review: Redway CSD Office, 1150 Evergreen Road #2 Redway, Ca.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the RCSD at (707)923-3101. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II.

REDWAY COMMUNITY SERVICES DISTRICT
MINUTES OF THE REGULAR BUSINESS MEETING

November 20, 2019

CALL TO ORDER:

Vice-Chairman Griffith called the November 20, 2019 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 6:50 P.M. in the Redway Community Services District Business Office.

ROLL CALL:

Directors Present: Dian Griffith Vice-Chm., Michael McKaskle, Linda Sutton, Scott Kender.
Director Absent: Arthur McClure, Chm.

Staff Present:

Terrence Williams, General Manager / Operation's Manager
Glenn Gradin, Business Manager

APPROVAL OF AGENDA:

Following review of the November 20, 2019 Agenda, Linda Sutton moved to accept the November 20, 2019 Agenda as presented. Scott Kender seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.

PUBLIC COMMENT:

1. Scott Kender reported that on November 11, 2019, he attended the Municipal Advisory Committee meeting at the Redwood Playhouse. During the Meeting, Terri Klemetson commented about members of the public getting involved in public governance and that there are several Board of Director open seats in local districts. Mr. Kender stated that he became a member of the RCSD Board of Directors when asked by a member of the community.

PREVIOUS MINUTES:

1. Review and Action on the October 16, 2019 Regular Business Meeting Minutes: Following review of the October 16, 2019 Regular Business Meeting minutes Michael McKaskle moved to accept the October 16, 2019 Regular Business Meeting minutes as presented. Linda Sutton seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.
2. Review and Action on the November 01, 2019 Special Business Meeting Minutes: Following review of the November 01, 2019 Special Business Meeting Minutes, Michael McKaskle moved to accept the November 01, 2019 Special Business Meeting minutes as presented. Linda Sutton seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.

CONSENT CALENDAR:

1. Financial Report: The Board reviewed the October 2019 Financial Reports.
- 2a. General Manager's Report: The Board reviewed the October 2019 General Manager's Report.
- 2b. Office Manager's Report: The Board reviewed the October 2019 Office Manager's Report.
- 2c. Operation Manager's Report: The Board reviewed the October 2019 Operation Manager's Report.
3. Production Report: The Board reviewed the October 2019 Production Reports.
4. Safety Report: The Board reviewed the October 2019 Safety Report.

Linda Sutton moved to accept the Consent Calendar as presented. Scott Kender seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.

REPORT FROM CHAIRMAN OF THE BOARD:

Vice-Chairman reported that Chairman M^cClure is doing well and appreciated the pie that Michael McKaskle presented him.

ACTION / DISCUSSION ITEMS:

Terrence Williams submitted Action / Discussion Items Staff Report and Recommendations in the Board Packet for review by the Board before the November 2019 Regular Business Meeting.

1. Updating Wastewater Ordinances: Terrence Williams reported that there is no new information on Updating the Wastewater Ordinances.
2. District Policies: The Board discussed executing a policy regarding informing a landlord of a past tenants failure to pay delinquent bills from RCSD.
3. New Connections: The Board reviewed the following new connections.
 1. The District has sent a letter to the next applicant stating that the District can accept their application for services for a one-family residence on Empire Lane.
4. Amnesty Letter to Current Customers: Terrence Williams informed the Board that a draft ordinance from Humboldt County is being submitted which will determine how the capacity fees can be assessed. This has to do with the square footage of the residence and whether or not it is attached or part of an original foot print of the original house. If the residence is outside the original footprint it can be accessed capacity fees. The Board discussed residences that are receiving services from the District and are unpermitted.
5. Solar Project: Terrence Williams informed the Board that the District could install a hybrid-converter which could be used along with the solar panels.
6. Infrastructure Ad Hoc Committee Report: Terrence Williams reported that no Ad-Hoc Committee meeting was held.
 - a. Strategic Planning: No discussion or action was taken.
 - b. New Connections: No discussion or action was taken
 - c. Infrastructure Development: As the Ad-Hoc committee did not meet, no information was available for the Board. Scott Kender volunteered to serve on the Infrastructure Ad Hoc Committee.
7. Lien Process: The Board held a Public Hearing which allowed individuals with delinquent bills to address the Board. The Board approved sending a letter to the County listing three property owners on the Humboldt County Tax Rolls.
8. GSD Connection to Southern Humboldt Community Park: The Board discussed the water usage at the Southern Humboldt Community Park. The District will send a letter to the State Water Resources Control Board enclosing the letter that the District sent to Humboldt LAFCo. Items addressed in the letter are the following: the Southern Humboldt Community Park is a nonprofit not a public agency, the potential for

the Garberville Sanitary District taking on the park, the increase of water rights for the Garberville Sanitary District and inclusion of water being providing to property owned Mr. Steve Dazey.

9. Letter to Public Utilities Commission Regarding Public Safety Power Shutoffs: The District will send a letter to the California Public Utilities Commission recommending that PG&E become publicly owned. Vice-Chairman Griffith appointed Michael McKaskle and Scott Kender to serve on the Energy Independence Ad-Hoc Committee in order to address publicly owned utility issues.

BOARD MEMBER / STAFF REPORTS:

1. Director's Report:

- A. Michael McKaskle.

1. RREDC: There was no RREDC Meeting report submitted by Michael McKaskle.

- B. Financial Ad-Hoc Committee Meeting: The Financial Ad-Hoc Committee reported on the following:

- The Lien Process, finding a solution for credit card processing fees and paying off the Davis Grunsky Loan.

CORRESPONDENCE:

1. Humboldt County Department of Health & Human Services, Amanda Ruddy, October 25, 2019 Re, Garberville Sanitary District Extension of Water Services.
2. Humboldt County Treasurer-Tax Collector, John Bartholomew, November 01, 2019 Re, Interest Apportionment Rate and Other Considerations.
3. RCSD to State Water Resources Control Board, Leslie Laudon, November 07, 2019 Re, RCSD Drinking Water Improvement Planning Project.
4. State Water Resources Control Board, Michael Meza, November 07, 2019 Re, Notice of Petition for Change for Water Right License 3404 and Permit 20789 of Garberville Sanitary District.
5. Email from Mr. Ed Voice, November 08, 2019 Re, Exclusion of Letter Sent to Humboldt LAFCo in Place of Use Change Petition Application.. .
6. Dave Walsh and Adona White Re, Southern Humboldt Recreation Redway Trail Project.

MEDIA COMMUNICATIONS:

No media communication will be addressed to the local media.

ADVANCED AGENDA:

No new items were placed on the Advanced Agenda.

ADJOURNMENT:

Michael McKaskle moved to adjourn the November 20, 2019 Regular Business Meeting of the Redway Community Services District Board of Directors at 8:30 P.M. Linda Sutton seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,
Secretary to the Board