

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

**REGULAR BUSINESS MEETING**

**Location:** RCSD Business Office; 1150 Evergreen Rd. #2

**Date:** January 21, 2020

**Time:** 6:30 P.M.

**Posted:** January 17, 2020

**I. CALL TO ORDER:**

**II. ROLL CALL:**

\_\_\_ Arthur M<sup>c</sup>Clure, Chm.

\_\_\_ Dian Griffith, Vice-Chm.

\_\_\_ Michael McKaskle, Director

\_\_\_ Scott Kender, Director

\_\_\_ Linda Sutton, 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 December 18, 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 December 2019 Financial Reports.
- 2a. General Manager's Report: Review December 2019 General Manager's Report.
- 2b. Office Manager's Report: Review of the December 2019 Office Manager's Report.
- 2c. Operation Manager's Report: Review of the December 2019 Operation Manager's Report.
3. Production Report: Review of the December 2019 Production Report.
4. Safety Report: Review of the December 2019 Safety Report.

**VII. REPORT FROM CHAIRMAN OF THE BOARD:**

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

1. Redway Recreational Trail Project  
ACTION REQUIRED: Discussion / Report / Action.

2. Election of Officers.  
ACTION REQUIRED: Discussion / Report / Action.
3. Updating Wastewater Ordinance.  
ACTION REQUIRED: Discussion / Report / Action
4. District Policies.  
ACTION REQUIRED: Discussion / Report / Action
5. New Connections.  
ACTION REQUIRED: Discussion / Report / Action
6. Amnesty Letter to Current Customers.  
ACTION REQUIRED: Discussion / Report / Action
7. Solar Project.  
ACTION REQUIRED: Discussion / Report / Action
8. Infrastructure Ad Hoc Committee Report:
  - a. Strategic Planning
  - b. New Connections
  - c. Infrastructure Developments
 ACTION REQUIRED: Discussion / Report / Action
9. 2018-2019 Financial Statement/ Audit  
ACTION REQUIRED: Discussion / Report / Action.
10. Adoption of Local Hazard Mitigation Plan  
ACTION REQUIRED: Discussion / Report / Action.

**IX. OPEN SESSION DISCLOSURE OF CLOSED SESSION**

**X. CLOSED SESSION**

1. Personnel

**XI. RETURN TO OPEN SESSION; DISCLOSURE OF CLOSED SESSION**

**XII. CORRESPONDENCE:**

**XIII. BOARD MEMBER / STAFF / COMMITTEE REPORTS:**

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

**XIV. MEDIA COMMUNICATION:**

**XV. ADVANCED AGENDA:**

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

**XVI. 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

December 18, 2019

CALL TO ORDER:

Vice-Chairman Griffith called the December 18, 2019 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 6:30 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

Staff Absent: Glenn Gradin, Business Manager

APPROVAL OF AGENDA:

Following review of the December 18, 2019 Agenda, The Time stated: Immediately After the 6:30 P.M. Public Hearing. The Time should have stated 6:30 P.M. Linda Sutton moved to accept the December 18, 2019 Agenda as amended. Scott Kender seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.

PUBLIC COMMENT:

1. Terrence Williams invited the Board to attend a holiday luncheon at the Redway Community Services District office on December 23, 2019 at 12:00 P.M.  
Linda Sutton commented on the televised Humboldt County Board of Supervisors meeting which addressed the proposed Terra-Gen Wind Energy Project.  
Michael McKaskle expressed his appreciation to the District staff for providing treats for the Board at the December 2019 Regular Business Meeting.

PREVIOUS MINUTES:

1. Review and Action on the November 20, 2019 Public Hearing Minutes: Following review of the November 20, 2019 Public Hearing minutes, Michael McKaskle moved to accept the November 20, 2019 Public Hearing minutes as presented. Scott Kender seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.
2. Review and Action on the November 20, 2019 Regular Business Meeting Minutes: Following review of the November 20, 2019 Regular Business Meeting Minutes, Michael McKaskle moved to accept the

November 20, 2019 Regular Business Meeting minutes as presented. Scott Kender 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 November 2019 Financial Reports. The Board reviewed the corrected dates and totals on the October Information document.
- 2a. General Manager's Report: The Board reviewed the November 2019 General Manager's Report.
- 2b. Office Manager's Report: The Board reviewed the November 2019 Office Manager's Report.
- 2c. Operation Manager's Report: The Board reviewed the November 2019 Operation Manager's Report.
3. Production Report: The Board reviewed the November 2019 Production Reports.
4. Safety Report: The Board reviewed the November 2019 Safety Report.

Michael McKaskle 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 Griffith reported that Arthur McClure expressed his appreciation on receiving the December Business Meeting Packet. Vice-Chairman Griffith also expressed her appreciation to the staff for working during the wet weather.

ACTION / DISCUSSION ITEMS:

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

1. Updating Wastewater Ordinances: Terrence Williams reported that he is compiling information on elements to be placed in the Wastewater Ordinance.
2. District Policies: Terrence Williams reported that he is working on updating the Accessory Dwelling Units wording in the Water Ordinance.
3. New Connections: The applicant asked that Michael McKaskle recuse himself from participating in the discussion on New Connections at 7:10 P.M. The Board discussed the application from the CEO of the King Range and Co. requesting a will serve letter from the District to provide services to its new light-industrial complex at 3014 Redwood Drive, Redway. The Board also discussed the water allocation for a single family residential equivalent. Following discussion, Scott Kender moved to provide a will serve letter to the King Range and Co. for its new light-industrial complex. Linda Sutton seconded the motion. The motion was carried by a voice vote of three Yeas and zero Nays. Scott Kender moved to provide additional single family residential equivalent allocation for this project. Linda Sutton seconded the motion. The motion was carried by a voice vote of three Yeas and zero Nays.  
Michael McKaskle returned to the Regular Business Meeting at 7:24 P.M.
4. Amnesty Letter to Current Customers: Terrence Williams informed the Board that there is no information on the Amnesty Letter to Current Customers.
5. Solar Project: Terrence Williams informed the Board that the Solar Project is progressing.
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. Because of the rainy season, Scott Kender moved to reject the bids that the District