

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

REGULAR BUSINESS MEETING

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

Date: April 19, 2023

Time: 5:30 P.M.

Posted: April 14 , 2023

Teleconference Telephone Number: 1(669)900-9128

Meeting ID: 775 285 2234#

Pass Code: 285773

Join Zoom Meeting

<https://us02web.zoom.us/j/7752852234?pwd=UUYrOWxkQjFHcVczNDhRTWNZT3VjZz09>

Meeting ID: 775 285 2234#

Pass Code: 285773

I. CALL TO ORDER:

II. ROLL CALL:

___ Arthur M^cClure Chairman

___ Linda Sutton

___ Marie Etherton

___ Dian Griffith Vice-Chairwoman

___ Michael McKaskle

III. APPROVAL OF THE AGENDA:

IV. OPEN SESSION DISCLOSURE OF CLOSED SESSION:

V. CLOSED SESSION:

1. Personnel: Employee Evaluation.

VI. RETURN TO OPEN SESSION; DISCLOSURE OF CLOSED SESSION:

VII. REPORT FROM CHAIRMAN OF THE BOARD:

VIII. 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.

IX. PREVIOUS MINUTES:

1. Consider Approval of the Minutes of the Board of Directors March 29, 2023 Regular Business Meeting.

X. 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 March 2023 Financial Reports.
- 2a. General Manager's Report: Review of the March 2023 General Manager's Report.
- 2b. Office Manager's Report: Review of the March 2023 Office Manager's Report.
- 2c. Operation Manager's Report: Review of the March 2023 Operation Manager's Report.
- 3. Production Report: Review of the March 2023 Production Report.
- 4. Safety Report: Review of the March 2023 Safety Reports.

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

- 1. Road Condition Near Dogwood Lift Station on Briceland Road. **GM REPORT page 37**
 - a. Report from the Dogwood Lift Station Ad-Hoc Committee.
ACTION REQUIRED: Discussion / Report / Action
- 2. Updating Water Ordinance.
ACTION REQUIRED: Discussion / Report / Action
- 3. Updating Wastewater Ordinance.
ACTION REQUIRED: Discussion / Report / Action
- 4. District Policies; Board Policy.
ACTION REQUIRED: Discussion / Report / Action
- 5. New Connections;
 - a. Accessory Dwelling Unit Law. Ad Hoc Committee Report
 - b. New Connections Waiting List
ACTION REQUIRED: Discussion / Report / Action
- 6. Ad-Hoc Committee Report; Financial.
 - a. Consider Action of the Financial Policy #1
ACTION REQUIRED: Discussion / Report / Action
- 7. Solar Project. **GM REPORT page 37**
ACTION REQUIRED: Discussion / Report / Action.
- 8. Redway Emergency Water Supply and Water Project.
 - a. Wastewater Collection and Treatment Project
ACTION REQUIRED: Discussion / Report / Action.
- 9. Houses Not Connected to Collection System.
ACTION REQUIRED: Discussion / Report / Action
- 10. Water Partnership and Reorganization Opportunity. **LAFCO / GM REPORT page 37**
ACTION REQUIRED: Discussion / Report / Action
- 11. Rate Study; **APPROVE RATE STUDY**
ACTION REQUIRED: Discussion / Report / Action
- 12. Status of Wells.
ACTION REQUIRED: Discussion / Report / Action
- 13. Unpaid Water and Sewer Charges.
ACTION REQUIRED: Discussion / Report / Action
- 14. Civil Liability Order Compliance Project.
ACTION REQUIRED: Discussion / Report / Action
- 15. No Agricultural Cultivation in the Redway Community Services District
ACTION REQUIRED: Discussion / Report / Action
- 16. Property Amnesty Letter.
ACTION REQUIRED: Discussion / Report / Action
- 17. Land Acknowledgements.
ACTION REQUIRED: Discussion / Report / Action

XII. CORRESPONDENCE:

XIII. BOARD MEMBER / STAFF / COMMITTEE REPORTS:

1. DIRECTORS' REPORT
 1. RREDC
2. AD-HOC COMMITTEE REPORT
 1. Infrastructure Ad Hoc Committee Report
 2. Executive Ad Hoc Committee Report.

XIV. COMMENTS FROM MEMBERS OF THE BOARD

XV. MEDIA COMMUNICATION:

XVI. ADVANCED AGENDA:

Further items may be placed by the Board Members for the May 2023 Regular Business Meeting of the Board of Directors under this item of business. No Action

XVII. 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](tel:7079233101). 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.

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REDWAY COMMUNITY SERVICES DISTRICT
MINUTES OF THE REGULAR BUSINESS MEETING

March 29, 2023

CALL TO ORDER:

Chairman M^cClure called the March 29, 2023 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 5:35 P.M. in the RCSD business office and by teleconference.

ROLL CALL:

Directors Present: Chairman M^cClure, Dian Griffith, Marie Etherton, Linda Sutton and Michael McKaskle were at the Redway Community Services District business office.

Staff Present:

Cody Cox, General Manager / Operations Manager was at the Redway Community Services District Business Office.

Glenn Gradin, Office Manager was at the Redway Community Services District Business Office.

Nancy Jurens, Secretary to the Board, was at the Redway Community Services District Business Office.

ADOPTION OF RESOLUTION 2-22-2023-09

Authorizing Remote Meeting from March 29, 2023 to April 27, 2023. Following discussion, Dian Griffith moved to adopt Resolution 2022-2023-09 Proclaiming a local emergency, ratifying the proclamation of a state of emergency by June 11, 2021, Governor Newsom signed executive order N-08-21, and authorizing remote teleconference meetings of the legislative bodies of Redway Community Service District for the period March 29, 2023 through April 27, 2023 pursuant to Brown Act provisions. Linda Sutton seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure, Yea, Dian Griffith, Yea, Marie Etherton, Yea. The motion carried with a roll call vote of five Yeas and zero Nays.

OPEN SESSION DISCLOSURE OF CLOSED SESSION:

Chairman M^cClure recessed the Regular Business Meeting to Closed Session at 5:35 P.M. in order to address the issue of Personnel; Performance Evaluation and AB 2449; Extending Remote Meetings.

CLOSED SESSION:

- A. Personnel; Operator Certification. The Board discussed Personnel; Operator Certification.
- B. AB 2449; Extending Remote Meetings. The Board discussed AB 2449; Extending Remote Meetings.

RETURN TO OPEN SESSION; DISCLOSURE OF CLOSED SESSION.

Chairman M^cClure adjourned Closed Session and returned to the Regular Business Meeting at 5:53 P.M. Chairman McClure announced that Closed Session was informational only and that no action was taken.

APPROVAL OF AGENDA:

Following review of the March 29, 2023 Agenda, Michael McKaskle motioned to move Action / Discussion Items Item. 1. Rate Study Presentation following Closed Session. Linda Sutton seconded the motion. Chairman M^cClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure Yea. The motion was carried by a voice vote of five Yeas and zero Nays. Dian Griffith moved to Approve the March 29, 2023 Agenda as amended, Linda Sutton seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Dian Griffith, Yea, Marie Etherton, Ye, Arthur M^cClure, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays. See Action/Discussion Items, Action/Discussion Items Item 1., Rate Study; Presentation.

REPORT FROM CHAIRMAN OF THE BOARD:

Chairman M^cClure thanked the staff for their dedication to the District during the recent storms.

PUBLIC COMMENT:

No public comment was addressed to the Board.

PREVIOUS MINUTES:

1. Review and Action on February 15, 2023 Regular Business Meeting Minutes: Following review of the January 18, 2023 Regular Business Meeting Minutes, Michael McKaskle moved to approve the February 15, 2023 Regular Business Meeting minutes as presented. Dian Griffith seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure, Yea, Dian Griffith, Yea, Maire Etherton, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

CONSENT CALENDAR:

1. Financial Report: The Board reviewed the February 2023 Financial Reports.
- 2a. General Manager's Report: The Board reviewed the February 2023 General Manager's Report.
- 2b. Office Manager's Report: The Board reviewed the February 2023 Office Manager's Report.
- 2c. Operation Manager's Report: The Board reviewed the February 2023 Operation Manager's Report.
3. Production Report: The Board reviewed the February 2023 Production Reports.
4. Safety Report: The Board reviewed the February 2023 Safety Reports.

Linda Sutton moved to accept the February 2023 Consent Calendar as presented. Michael McKaskle seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea Arthur M^cClure, Yea, Dian Griffith, Yea, Marie Etherton, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

ACTION / DISCUSSION ITEMS:

1. Rate Study; Presentation: Mr. Anthony Elowsky representing Robert D. Niehaus, Inc, delivered a presentation to the Board on zoom. The draft report dated March 1, 2023 addressed the Redway Community Services District Financial Planning, Revenue Requirements and Rate Setting Analysis. Mr. Elowsky outlined the recommended study period financial plan of rates for water and wastewater services for a five-year period from 2024 thru 2028. The Board stated their concern regarding low income customers ability to pay the recommended rates. The Board asked Mr. Elowsky to review the variable rates for the Eel River Conservation Camp which showed zero. Mr. Elowsky stated that he will reevaluate the Eel River Conservation Camp's Variable Rate and submit his conclusion. The Financial Ad-Hoc Committee will schedule a meeting to address the recommendations of the Rate Setting Analysis.
2. Road Condition Near Dogwood Lift Station on Briceland Road: The letter and survey map that was sent to Mr. Mattson, Director of Public Works with a cc to the Humboldt County Board of Supervisors has been received. Cody Cox informed the Board that he was unable to attend the March 13, 2023 meeting of the Humboldt County Board of Supervisors by zoom because of a technical issue. Mr. Cox contacted the county clerk and Humboldt County Supervisor Bushnell was notified of the issue. Mr. Cox will request an in-house meeting or meeting by zoom with the Supervisor Bushnell, Mr. Mattson and Mr. Bronkall. No comment regarding the survey has been received by the District. The survey map shows that Dogwood Lane is owned by the County of Humboldt.
 - a. Report from the Dogwood Lift Station Committee: No report was submitted by the Dogwood Lift Station Ad-Hoc Committee.
3. Updating Water Ordinance: No new information was submitted for review by the Board.
4. Updating the Wastewater Ordinance: The District hasn't received any correspondence from its attorney regarding whether the updated Wastewater Ordinance is satisfactory. The secretary to the board informed the Board that until the undated wastewater ordinance is approved by the District's attorney and an effective date is set, the adopted Resolution 2022-2023-08 will not be submitted for signature by the Chairman of the Board.
5. District Policies; Board Policy: No new information was submitted for review by the Board.
6. New Connections:
 - a. Accessory Dwelling Unit Law: Cody Cox reported that the District is beginning to conduct inspections on properties with cannabis and multiple units. The infrastructure ad-hoc committee may schedule a meeting to address the issue.
 - b. New Connections Waiting List: No new information was submitted for review by the Board.
7. Ad-Hoc Committee Report; Financial:
 - a. Financial Policy # 1 Approval: The Financial Policy #1 has been referred to counsel, therefore no new information was submitted for review by the Board.
8. Solar Project: The Board discussed possible options for location of the solar project. Cody Cox informed the Board that he is scheduling a meeting at the wastewater treatment plant between the Districts' wastewater treatment plant Chief Plant Operator and GHD engineer in order to compare sites that the solar panels would be located. Michael Avcollie from Redwood Coast Energy Authority is contacting PG&E and local tribal representatives.
9. Redway Emergency Water Supply and Water Project: Cody Cox reported that he is in the process of amending the project application. Two of the three exploratory well sites will be eliminated and storage will be reduced. The automated meter infrastructure, filter media and rehabilitation of the basin at the water plant will be added to the project.
10. Houses Not Connected to Collection System: Cody Cox reported that a customer is in the process of installing above ground water tanks in addition to a septic tank. The Humboldt County Health Department of Code Enforcement contacted the District regarding the issue. The District has contacted the property owner ordering them to cease and desist.

11. Water Partnership and Reorganization Opportunity: Cody Cox reported partnership with Cal Fire was discussed at the most recent LAFCo meeting. The Board discussed what advantages the District will incur if the partnership goes through.
12. Status of Wells: Cody Cox reported that water samples that were submitted to the lab for testing were returned to the District. Cody Cox will confer with Doug Esget, the Chief Water Operator, regarding the issue.
13. Unpaid Water and Charges: Glenn Gradin informed the Board that letters were sent to fifty four (54) customers informing them that if their past due balance is not paid or contact has not been made, a lien will be filed on their property due to non-payment of water services. The customers have also been contacted by telephone. Mr. Gradin informed the Board that several accounts have been changed to the owners.
14. Wastewater Collection and Treatment Project: Cody Cox informed the Board that moving the design forward, going to bid and beginning construction are the next phases of the project.
15. Civil Liability Order Compliance Project: Cody Cox reported that the next report is due on March 30, 2023. Issues to be addressed are separations of clay pipes, root intrusion, manholes and grade rings
16. No Agriculture Cultivation in the Redway Community Services District: The Board discussed creating a policy regarding no district water used for cultivation in the Redway Community Services District.
17. Emergency Intertie Between RCSD and GSD: Emergency Intertie Between RCSSD and GSD has been addressed and will be removed from the agenda.
18. Property Amnesty Letter: Michael McKaskle volunteered to draft a letter addressing property amnesty properties with multiple units which will be reviewed at an infrastructure ad-hoc committee meeting.
19. Land Acknowledgements: Marie Etherton addressed the Board regarding the District creating a Land Acknowledgement statement. Ms. Etherton read a example that she composed. The Board supported Ms. Etherton recommendation.

CORRESPONDENCE:

1. No correspondence was available for review by the Board.

BOARD MEMBER / STAFF REPORTS:

1. Director's Reports:
 - A. Michael McKaskle.
 1. RREDC: Mr. McKaskle submitted the RREDC report for review by the Board.
2. Ad-Hoc Committee Report:
 1. Infrastructure Ad Hoc Committee Report: No infrastructure ad-hoc committee meeting was scheduled.
 2. Executive Ad-Hoc Committee Report: No Executive ad-hoc committee meeting was scheduled.

COMMENTS FROM MEMBERS OF THE BOARD:

Dian Griffith commented that it was a good meeting.

MEDIA COMMUNICATIONS:

Cody Cox will send a public service announcement to Redheaded Blackbelt and KMUD Radio addressing the liens on customers that have outstanding bills and which items should not be flushed into the Districts' septic system.

ADVANCED AGENDA:

No new items were placed on the Advanced Agenda.

ADJOURNMENT:

Linda Sutton moved to adjourn the March 29, 2023 Regular Business Meeting of the Redway Community Services District Board of Directors at 8:08 P.M. Dian Griffith seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure, Yea, Dian Griffith, Yea, Marie Etherton, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,
Secretary to the Board

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Redway Community Services District Monthly Financial Statement to March 31st, 2023

Primary Checking Account	Previous Balance =	\$46,647.21	As of FEBRUARY 28TH, 2023
Revenues			
1 Customer Revenues Collected per QuickBooks	\$102,946.22	10783.81 deposited at Vocality on FEB 28 per UBMax not recorded until the first OF MARCH per QuickBooks - 233.23 DEPOSIT ON 3-31-23 NOT RECORDED AT BANK. EQUALS 96,427.41	
2 Customer Deposits	\$0.00		
3 -	\$0.00		
4 Rivercrest Mutual Water Testing	\$258.00		
5 Shut-Off Valve Installed	\$0.00		
6 Overpayment PG&E	\$3,020.85		
7 Retiree Health Ins Contribution	\$265.00		
8 Grunsky fees overpayment (state miscalculated)	\$0.00		
9 State reimb. grant to Op. then paynig down GHD	\$168,338.00		
10 Transfer from savings to Operations - miksys	\$0.00		
11 -	\$0.00		
12 Board MemberPurchase	\$0.00		
Total Income (reconciled bank deposits)	\$274,828.07		
Total Withdrawals (reconciled withdrawals)	\$276,015.72		
Quick Books Balance - Primary Checking Account	\$45,459.56	As of MARCH 31ST, 2023	

UBmax Income: Payments Received	
Water payments - w/ late, reconnect fees, adjustments and deposits	\$34,505.74
Sewer Payments	\$34,040.93
SEF Water fees paid	\$7,330.93
SEF Sewer fees paid	\$7,606.51
Water Syst. Loan Fund	\$6,218.26
Total Payments Received	\$89,702.37
Other Income	\$171,881.85
Net Total Income	\$261,584.22

Billing for Sales of Water & Sewer Services					
Date: This Year	March-23		Date: Prior Year	March-22	
	WATER	SEWER		WATER	SEWER
WSLF	\$6,575.32		WSLF	\$6,756.66	
Residential	\$23,230.35	\$26,221.63	Residential	\$23,831.59	\$26,348.45
Commercial	\$5,670.60	\$8,547.07	Commercial	\$7,377.30	\$8,604.54
Sub total W&S only	\$35,476.27	\$34,768.70	Sub total W&S only	\$37,965.55	\$34,952.99
SEF	\$7,745.67	\$7,891.45	SEF	\$7,959.01	\$8,104.95
Sub total	\$43,221.94	\$42,660.15	Sub total	\$45,924.56	\$43,057.94
Reconnect fees	\$110.00		Reconnect fees	\$0.00	
Late Fees	\$2,364.00		Late Fees	\$2,016.00	
Adjustments	-\$6,454.35		Adjustments	-\$860.62	
Total Sales/Use	Mar-23	\$81,901.74	Total Sales/Use	Mar-22	\$90,137.88

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ASSETS		
Current Assets		
Checking/Savings		
1004 · Cash in Bank CCUSH - 71	11,950.63	26,041.39
1010 · CCUSH - Business Savings -00	25.01	25.01
1015 · CCUSH - Connection Fees -52	50,076.41	50,026.38
1020 · CCUSH - Meadows Deposits - 51	16,060.34	16,044.31
1050 · Petty Cash	-105.00	-105.00
Cash in County - Water		
1100 · #2546 SRF Water Proj Loan Fund	270,342.74	268,674.74
1105 · #2547 SRF Payment Reserve Fu...	82,329.00	82,329.00
1110 · #2548 Davis Grunsky '68 Reserve	4,584.11	4,584.11
1115 · #2549 Davis Grunsky '74 Reserve	18,563.30	18,563.30
1120 · #2550 Tax Revenue Fund-Water	18,326.06	66,426.71
1125 · #2555 SEF - Water	276,093.50	336,056.00
1130 · #2557 T & D Rehab Proj. Fund	24,910.48	24,910.48
Total Cash in County - Water	695,149.19	801,544.34
Cash in County - Sewer		
1135 · #2551 Tax Revenue -Sewer	18,733.04	37,731.40
1140 · #2554 RCSD RECD Grant Sewer	841.08	841.08
1145 · #2556 SEF - Sewer	3,852.18	99,979.96
1150 · #2558 I & I Project Fund-Sewer	5,885.13	5,885.13
1155 · #9855 95 COP Payment Fund-Se...	1,309.15	1,309.15
1160 · #9856 '95 Reserve Fund Sewer	48,185.09	48,185.09
Total Cash in County - Sewer	78,805.67	193,931.81
Total Checking/Savings	851,962.25	1,087,508.24
Other Current Assets		
Prepaid Expenses	3,000.00	3,000.00
Prepaid Insurance	0.00	10,857.37
Employee Advance	500.00	0.00
Prepaid Rent	700.00	700.00
1300 · Accounts Receivable		
1301 · Allowance for Doubtful Accounts	-4,500.00	-4,500.00
1300 · Accounts Receivable - Other	180,315.08	143,191.07
Total 1300 · Accounts Receivable	175,815.08	138,691.07
1400 · Other Receivables	8,207.54	9,000.00
1500 · Grants Receivable	-168,338.00	0.00
1600 · Inventory - Water	15,820.61	15,820.61
1650 · Inventory - Sewer	1,742.98	1,742.98
Total Other Current Assets	37,448.21	179,812.03
Total Current Assets	889,410.46	1,267,320.27
Fixed Assets		
Fixed Assets - Water		
1700 · Land	31,282.45	31,282.45
1705 · Source of Supply Plant	457,413.70	457,413.70
1710 · Autos & Trucks	17,676.58	17,676.58
1715 · Pumping Plant	83,511.68	83,511.68
1720 · Water Treatment Plant	288,733.63	288,733.63
1725 · Structures & Improvements	4,115,506.08	4,115,506.08
1730 · Water Plant - Small Equipment	285,569.58	230,616.77
1735 · Construction in Progress	57,261.00	57,261.00
Total Fixed Assets - Water	5,336,954.70	5,282,001.89
Fixed Assets - Sewer		
1740 · Land	93,493.07	93,493.07
1742 · Road Improvements	116,000.00	116,000.00
1745 · New WW Plant & Lift Stations	2,037,438.28	2,037,438.28
1750 · New Collection Facility	1,748,872.91	1,748,872.91
1755 · Lab Equipment - Plant	43,665.29	43,665.29
1760 · Permanent Seasonal Perc Pond	166,654.40	166,654.40
1765 · Easements	4,633.00	4,633.00
1770 · Collection Facilities - Lift St	607,991.35	607,991.35
1775 · Treatment Plant - Structures	466,708.60	466,708.60
1776 · Treatment Plant - Improvements	100,333.88	100,333.88

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1780 · Sludge Bed Construction	64,884.76	64,884.76
1790 · Office Furniture & Equipment	22,544.53	22,544.53
1795 · Autos & Trucks	72,630.85	72,630.85
1796 · Tools & Equipment	214,322.02	154,155.60
1797 · Construction in Progress	321,495.21	180,070.96
Total Fixed Assets - Sewer	6,081,668.15	5,880,077.48
Accumulated Depreciation-Water	-2,822,870.67	-2,722,514.06
Accumulated Depreciation-Sewer	-3,736,285.30	-3,599,487.18
Total Fixed Assets	4,859,466.88	4,840,078.13
Other Assets		
1900 · COP Issuance Costs	14,820.95	14,820.95
Total Other Assets	14,820.95	14,820.95
TOTAL ASSETS	5,763,698.29	6,122,219.35
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	44,902.59	45,018.84
Total Accounts Payable	44,902.59	45,018.84
Other Current Liabilities		
2115 · Accrued 457b - Employer	0.00	105.00
2120 · Accrued 457b - Employee	0.00	105.00
2025 · Gym Memberships	-450.00	0.00
2100 · Accrued FWH/FICA	0.00	4,485.82
2110 · Accrued SU/ETT	1,118.09	1,263.09
2125 · Accrued Vacation	14,996.75	14,190.42
2200 · Interest Payable	-2,006.25	0.00
2300 · Customer Deposits	14,650.00	13,650.00
2340 · Water Connection Deposit	2,650.00	2,650.00
2350 · Sewer Connections Deposit	1,310.00	1,310.00
2400 · Temporary Inv - W&J Project	11,900.00	11,900.00
24000 · Payroll Liabilities		
Garnishments	1,960.13	0.00
Total 24000 · Payroll Liabilities	1,960.13	0.00
Current Portion of Long-Term De	89,085.57	125,363.71
Total Other Current Liabilities	135,214.29	175,023.04
Total Current Liabilities	180,116.88	220,041.88
Long Term Liabilities		
2500 · Loan Payable - SRF Loan	879,750.00	918,000.00
2600 · Loan Payable - 95 WW Project	506,500.00	535,000.00
2700 · Loan Payable - Davis Grunsky	54,597.72	74,891.21
2800 · Interest Payable - Deferred	10,979.70	10,979.70
Less Current Portion of LTD	-89,085.57	-125,363.71
Total Long Term Liabilities	1,362,741.85	1,413,507.20
Total Liabilities	1,542,858.73	1,633,549.08
Equity		
Prior Period Adjustment	-17,321.40	0.00
Water Equity		
3050 · Retained Earnings - Water	2,125,552.34	2,130,632.89
3100 · Debt Reserve - Water	374,151.15	369,070.60
3200 · Contributed Capital - Water		
3250 · Less Accumulated Amortization	-150,001.65	-150,001.65
3200 · Contributed Capital - Water - Ot...	409,340.77	409,340.77
Total 3200 · Contributed Capital - Water	259,339.12	259,339.12
Total Water Equity	2,759,042.61	2,759,042.61

Redway Community Services District
Balance Sheet - Collapsed w/ Prior Year
 As of March 31, 2023

	<u>Mar 31, 23</u>	<u>Mar 31, 22</u>
Sewer Equity		
3000 · Retained Earnings - Sewer	-1,059,846.30	-1,059,469.24
3150 · Debt Reserve - Sewer	49,494.24	49,117.18
3300 · Contributed Capital - Sewer		
3350 · Less Accumulated Amortization	-939,028.76	-939,028.76
3300 · Contributed Capital - Sewer - Ot...	3,743,489.16	3,743,489.16
Total 3300 · Contributed Capital - Sewer	<u>2,804,460.40</u>	<u>2,804,460.40</u>
Total Sewer Equity	1,794,108.34	1,794,108.34
32000 · Retained Earnings	-23,759.95	0.00
Net Income	-291,230.04	-64,480.68
Total Equity	<u>4,220,839.56</u>	<u>4,488,670.27</u>
TOTAL LIABILITIES & EQUITY	<u>5,763,698.29</u>	<u>6,122,219.35</u>

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Redway Community Services District
Profit & Loss
March 2023

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Water Charges			
4100 - Residential	0.00	23,230.35	23,230.35
4150 - Commercial	0.00	5,670.60	5,670.60
Total Water Charges	0.00	28,900.95	28,900.95
Sewer Charges			
4200 - Residential	26,221.63	0.00	26,221.63
4250 - Commercial	8,547.07	0.00	8,547.07
Total Sewer Charges	34,768.70	0.00	34,768.70
4450 - Reconnect Fees	0.00	110.00	110.00
4500 - Late Charges	0.00	2,364.00	2,364.00
7200 - Interest Income	0.00	5.61	5.61
Total Income	34,768.70	31,380.56	66,149.26
Gross Profit	34,768.70	31,380.56	66,149.26
Expense			
Administrative & General			
5015 - Bank Charges	0.00	73.25	73.25
Insurance			
5035 - Retiree Health Insurance	210.01	210.01	420.02
5040 - Employee Health Insurance			
Employee Portion Health	-2,087.80	-2,087.81	-4,175.61
5040 - Employee Health Insurance - Ot...	5,884.31	5,884.31	11,768.62
Total 5040 - Employee Health Insurance	3,796.51	3,796.50	7,593.01
5041 - Employee Life Insurance			
Employee Portion Life	-445.20	-445.20	-890.40
5041 - Employee Life Insurance - Other	683.50	683.51	1,367.01
Total 5041 - Employee Life Insurance	238.30	238.31	476.61
Total Insurance	4,244.82	4,244.82	8,489.64
5065 - Legal Fees	25.00	25.00	50.00
5075 - Mileage/Travel	238.66	238.67	477.33
Office Expense			
5062 - Finance Charges	18.67	19.33	38.00
5105 - Postage	255.00	255.00	510.00
5106 - Rent	350.00	350.00	700.00
5130 - Office Supplies	4.57	4.58	9.15
5135 - Telephone-all phones	423.23	-125.74	297.49
5145 - Utilities-pg&e & blue star only	-2,651.29	369.55	-2,281.74
Total Office Expense	-1,599.82	872.72	-727.10
5100 - Payroll Taxes	2,332.80	2,551.54	4,884.34
Professional Fees			
5112 - Director Fees	250.00	250.00	500.00
5113 - Legal Fees	35.25	35.25	70.50
Total Professional Fees	285.25	285.25	570.50
5125 - Retirement	2,112.31	2,112.31	4,224.62
5150 - Wages	13,706.56	13,929.83	27,636.39
Total Administrative & General	21,345.58	24,333.39	45,678.97
Water Treatment			
5210 - Supplies-water treatment	0.00	54.70	54.70
5215 - Utilities	0.00	3,825.63	3,825.63
5220 - Wages	0.00	11,540.68	11,540.68
5230 - Tools & Safety Equipment	0.00	105.36	105.36
5240 - Truck expenses	0.00	32.00	32.00
Total Water Treatment	0.00	15,558.37	15,558.37
Water Trans & Distribution			
5305 - Repairs & Maintenance	0.00	77.80	77.80
5315 - Utilities	0.00	121.95	121.95
5320 - Wages	0.00	8,082.41	8,082.41
5330 - Tools and Safety Equipment	0.00	44.50	44.50
Total Water Trans & Distribution	0.00	8,326.66	8,326.66

Redway Community Services District
Profit & Loss
 March 2023

	<u>Sewer</u>	<u>Water</u>	<u>TOTAL</u>
Sewer Treatment			
5415 · Utilities	6,017.63	0.00	6,017.63
5420 · Wages	13,989.65	0.00	13,989.65
5430 · Tools & Equipment	37.50	0.00	37.50
5440 · Truck Expenses	32.00	0.00	32.00
Total Sewer Treatment	<u>20,076.78</u>	<u>0.00</u>	<u>20,076.78</u>
Sewer Collection			
5515 · Utilities	2,633.22	0.00	2,633.22
5520 · Wages	1,758.31	0.00	1,758.31
5530 · Tools & Equipment	44.50	0.00	44.50
Total Sewer Collection	<u>4,436.03</u>	<u>0.00</u>	<u>4,436.03</u>
Total Expense	<u>45,858.39</u>	<u>48,218.42</u>	<u>94,076.81</u>
Net Ordinary Income	-11,089.69	-16,837.86	-27,927.55
Other Income/Expense			
Other Income			
5905 · SEF Fees - Water	0.00	7,745.67	7,745.67
5900 · SEF Fees - Sewer	7,891.45	0.00	7,891.45
4400 · SRF Fees	0.00	6,575.32	6,575.32
Total Other Income	<u>7,891.45</u>	<u>14,320.99</u>	<u>22,212.44</u>
Other Expense			
8300 · Capital Improvements			
8310 · Cap. Improvement -Water Plant	1,767.77	0.00	1,767.77
8330 · Cap Improvements- Sewer Plant	793.16	0.00	793.16
Total 8300 · Capital Improvements	<u>2,560.93</u>	<u>0.00</u>	<u>2,560.93</u>
Total Other Expense	<u>2,560.93</u>	<u>0.00</u>	<u>2,560.93</u>
Net Other Income	<u>5,330.52</u>	<u>14,320.99</u>	<u>19,651.51</u>
Net Income	<u><u>-5,759.17</u></u>	<u><u>-2,516.87</u></u>	<u><u>-8,276.04</u></u>

Redway Community Services District
Checking Account Activity
As of March 31, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
1004 - Cash in Bank CCUSH - 71							26,026.89
Liability Check	03/01/2023		QuickBooks Payroll Service	Created by Payroll Service on 02/28/2023		4,841.42	21,185.47
Liability Check	03/01/2023	13903	Variable Annuity Life Ins. Co.			2,351.84	18,833.63
Deposit	03/01/2023			Deposit	871.26		19,704.89
Deposit	03/01/2023			Deposit	6,045.62		25,750.51
Deposit	03/01/2023			Deposit	4,738.19		30,488.70
Deposit	03/01/2023			Deposit	168,338.00		198,826.70
Bill Pmt -Ch...	03/01/2023	13904	GHD Inc			152,428.00	46,398.70
Check	03/01/2023	13905	Moore, Marshall C	Mileage / per diem		270.50	46,128.20
Paycheck	03/02/2023	DD1284	Chaille, Calvin C	Direct Deposit	0.00		46,128.20
Paycheck	03/02/2023	DD1285	Cherubini, Dru A	Direct Deposit	0.00		46,128.20
Paycheck	03/02/2023	13898	Cox, Cody R.			2,745.16	43,383.04
Paycheck	03/02/2023	13899	Esget, Douglas R			2,072.91	41,310.13
Paycheck	03/02/2023	DD1286	Gradin, Glenn A	Direct Deposit	0.00		41,310.13
Paycheck	03/02/2023	13900	Moore, Eric S			1,753.67	39,556.46
Paycheck	03/02/2023	13901	Moore, Marshall C			1,236.75	38,319.71
Paycheck	03/02/2023	13902	Sawboh, Andrew D			702.65	37,617.06
Liability Check	03/02/2023	E-pay	United States Treasury	94-1634964 QB Tracking # -951884510		4,896.84	32,720.22
Liability Check	03/02/2023	EFT	Employment Development Departm...	800-3247-7		405.73	32,314.49
Liability Check	03/02/2023	EFT	Employment Development Departm...	800-3247-7		172.80	32,141.69
Deposit	03/02/2023			Deposit	704.81		32,846.50
Deposit	03/03/2023			Deposit	308.68		33,155.18
Bill Pmt -Ch...	03/06/2023	13906	Blue Star	Office 05-1016979		359.15	32,796.03
Bill Pmt -Ch...	03/06/2023	13907	California Rural Water Association	Membership Dues Jan 2023-Jan 2024		709.00	32,087.03
Bill Pmt -Ch...	03/06/2023	13908	Calpers	100000017087521- Health Care Premiums - MAR 2023		11,355.43	20,731.60
Bill Pmt -Ch...	03/06/2023	13909	colonial Life	E5494117 Invoice for FEB 2, 16-2023		888.90	19,842.70
Bill Pmt -Ch...	03/06/2023	13910	Dazey's/Stephen's	JAN 2023 Billing		32.31	19,810.39
Bill Pmt -Ch...	03/06/2023	13911	Humboldt Area Chapter CSDA	Dues Invoicing for the year 2023		50.00	19,760.39
Bill Pmt -Ch...	03/06/2023	13912	Just Rent It	COMPACTOR SUNSET DRIVE		48.49	19,711.90
Bill Pmt -Ch...	03/06/2023	13913	Kolstad Land Surveyors	INV#1317		4,901.00	14,810.90
Bill Pmt -Ch...	03/06/2023	13914	Napa Auto Parts	INV# multiple		46.90	14,764.00
Bill Pmt -Ch...	03/06/2023	13915	North Coast Labs	JAN 2023 Statement		3,795.00	10,969.00
Bill Pmt -Ch...	03/06/2023	13916	NTU Technologies	INV# 12259 CE818 - Sewer Plant		1,797.80	9,171.20
Bill Pmt -Ch...	03/06/2023	13917	Randall Sand & Gravel	INV# 19254.19255, 19268, 19269, 19272		1,496.75	7,674.45
Bill Pmt -Ch...	03/06/2023	13918	Wyckoff's-Fortuna	Customer #2-7001 1-31-23 statement		275.87	7,398.58
Deposit	03/06/2023			Deposit	1,430.00		8,828.58
Deposit	03/06/2023			Deposit	591.31		9,419.89
Check	03/06/2023	13945	Moore, Marshall C	Mileage february 2023		121.83	9,298.06
Check	03/06/2023	13946	Esget, Douglas R	2023 PPE		150.00	9,148.06
Check	03/06/2023	13947	Linda Sutton	Board Meetings 7-22 thru 12-22(7)		350.00	8,798.06
Check	03/07/2023	13920	Postmaster Redway	FEB 2022 billing		220.00	8,578.06
Deposit	03/08/2023			Deposit	965.00		9,543.06
Deposit	03/08/2023			Deposit	7,914.69		17,457.75
Deposit	03/09/2023			Deposit	2,213.19		19,670.94
Deposit	03/10/2023			Deposit	1,136.38		20,807.32
Deposit	03/10/2023			Deposit	5,920.90		26,728.22
Liability Check	03/11/2023	13927	Franchise Tax Board	641633706534050444		400.00	26,328.22
Liability Check	03/11/2023	13928	California State Disbursement Unit	Case #0230052791-01		971.52	25,356.70
Deposit	03/13/2023			Deposit	755.56		26,112.26
Deposit	03/13/2023			Deposit	418.17		26,530.43
Liability Check	03/14/2023	E-pay	United States Treasury	94-1634964 QB Tracking # -615857510		5,277.64	21,252.79
Liability Check	03/14/2023	EFT	Employment Development Departm...	800-3247-7		466.56	20,786.23
Liability Check	03/14/2023	EFT	Employment Development Departm...	800-3247-7		186.56	20,599.67
Liability Check	03/14/2023	13934	Variable Annuity Life Ins. Co.			2,477.62	18,122.05

Redway Community Services District
Checking Account Activity
As of March 31, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Liability Check	03/15/2023		QuickBooks Payroll Service	Created by Payroll Service on 03/14/2023		5,070.35	13,051.70
Deposit	03/15/2023			Deposit	556.76		13,608.46
Deposit	03/15/2023			Deposit	6,927.47		20,535.93
Deposit	03/15/2023			Deposit	16,493.37		37,029.30
Paycheck	03/16/2023	DD1287	Chaille, Calvin C	Direct Deposit	0.00		37,029.30
Paycheck	03/16/2023	DD1288	Cherubini, Dru A	Direct Deposit	0.00		37,029.30
Paycheck	03/16/2023	13929	Cox, Cody R.			2,729.19	34,300.11
Paycheck	03/16/2023	13930	Esget, Douglas R			1,701.93	32,598.18
Paycheck	03/16/2023	DD1289	Gradin, Glenn A	Direct Deposit	0.00		32,598.18
Paycheck	03/16/2023	13931	Moore, Eric S			2,706.93	29,891.25
Paycheck	03/16/2023	13932	Moore, Marshall C			1,236.74	28,654.51
Paycheck	03/16/2023	13933	Sawboh, Andrew D			1,003.24	27,651.27
Deposit	03/16/2023			Deposit	812.12		28,463.39
Deposit	03/17/2023			Deposit	9,307.12		37,770.51
Bill Pmt -Ch...	03/17/2023	13936	Blue Star	Azalea sn 40219		843.52	36,926.99
Bill Pmt -Ch...	03/17/2023	13943	C& K	32585		122.26	36,804.73
Bill Pmt -Ch...	03/17/2023	13937	Eureka Humboldt Fire Extinguisher	INV# 186950 Fire extinguisher maintenance 2-28-23		376.69	36,428.04
Bill Pmt -Ch...	03/17/2023	13938	Miksis Services Inc.	Clean sanitary sewer lines INV#427139		10,960.00	25,468.04
Bill Pmt -Ch...	03/17/2023	13939	Pacific Gas & Electric	Water Plant & Lift Stfations- July billing		5,961.10	19,506.94
Bill Pmt -Ch...	03/17/2023	13940	Postmaster Redway	Post Office PERMIT #5 fee through 4-17-2024		290.00	19,216.94
Bill Pmt -Ch...	03/17/2023	13941	Security Lock & Alarm	INV#220013412 new glass breaker		115.50	19,101.44
Bill Pmt -Ch...	03/17/2023	13942	USA Bluebook	INV#224108, 097735, 168299		684.17	18,417.27
Bill Pmt -Ch...	03/17/2023	13944	Blue Star	west coast SN 44662		583.82	17,833.45
Deposit	03/20/2023			Deposit	130.00		17,963.45
Deposit	03/20/2023			Deposit	538.43		18,501.88
General Jou...	03/20/2023	GAG		QB MARCH fees		35.00	18,466.88
Check	03/21/2023	13948	Lillian Keahon	Refund		6.20	18,460.68
Check	03/21/2023	13949	Tivoli Wiley	Refund		103.38	18,357.30
Deposit	03/22/2023			Deposit	338.28		18,695.58
Deposit	03/22/2023			Deposit	86.00		18,781.58
Deposit	03/22/2023			Deposit	6,195.50		24,977.08
Deposit	03/22/2023			Deposit	2,504.02		27,481.10
Deposit	03/23/2023			Deposit	465.00		27,946.10
Bill Pmt -Ch...	03/24/2023	13950	C& K	32585		126.13	27,819.97
Bill Pmt -Ch...	03/24/2023	13951	Dazey's/Stephen's	FEB 2023 Billing		95.44	27,724.53
Bill Pmt -Ch...	03/24/2023	13952	Just Rent It	metal detector SUNSET DRIVE		10.78	27,713.75
Bill Pmt -Ch...	03/24/2023	13953	Milt's Saw Shop	INV#2023-837		20.42	27,693.33
Bill Pmt -Ch...	03/24/2023	13954	Recology Eel River	Debris .23 ton- FEB Billing #199711		41.63	27,651.70
Bill Pmt -Ch...	03/24/2023	13955	Recology Humboldt County	FEB INV#30033492 - Office		29.76	27,621.94
Bill Pmt -Ch...	03/24/2023	13956	True Value	1451		50.92	27,571.02
Bill Pmt -Ch...	03/24/2023	13957	Valley Pacific	195225 FEB 2023		858.19	26,712.83
Bill Pmt -Ch...	03/24/2023	13958	Verizon	CELL PHONE month billing - FEB 5 -MAR 4		257.22	26,455.61
Bill Pmt -Ch...	03/24/2023	13959	Wyckoff's-Fortuna	Customer #2-7001 2-28-23 statement		311.43	26,144.18
Deposit	03/24/2023			Deposit	103.16		26,247.34
Deposit	03/24/2023			Deposit	86.00		26,333.34
Deposit	03/24/2023			Deposit	86.00		26,419.34
Deposit	03/24/2023			Deposit	5,469.35		31,888.69
Deposit	03/27/2023			Deposit	418.22		32,306.91
Deposit	03/27/2023			Deposit	363.82		32,670.73
Bill Pmt -Ch...	03/27/2023	13960	Jim's Quality Quick Lube	oil change 01 dakotaoil change 01 dakota at 134201 miles		64.00	32,606.73
Bill Pmt -Ch...	03/27/2023	13961	McMurchie Law Firm	INV#4750 pending projects review file		70.50	32,536.23
Bill Pmt -Ch...	03/27/2023	13962	North Coast Labs	FEB 2023 Statement		4,180.00	28,356.23
Bill Pmt -Ch...	03/27/2023	13963	Pacific Gas & Electric	WastePlant,Evergreen B&LS, Office		6,832.46	21,523.77
Liability Check	03/28/2023	E-pay	United States Treasury	94-1634964 QB Tracking # 138896886		4,820.18	16,703.59

Redway Community Services District
 Checking Account Activity
 As of March 31, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Liability Check	03/28/2023	EFT	Employment Development Departm...	800-3247-7		407.45	16,296.14
Liability Check	03/28/2023	EFT	Employment Development Departm...	800-3247-7		170.10	16,126.04
Liability Check	03/28/2023	13969	Variable Annuity Life Ins. Co.			2,301.68	13,824.36
Liability Check	03/29/2023		QuickBooks Payroll Service	Created by Payroll Service on 03/28/2023		5,131.23	8,693.13
Deposit	03/29/2023			Deposit	1,737.76		10,430.89
Deposit	03/29/2023			Deposit	6,541.41		16,972.30
Deposit	03/29/2023			Deposit	2,038.40		19,010.70
General Jou...	03/29/2023	GAG		Refund from over payment- due to summary account reporting	3,020.85		22,031.55
Bill Pmt -Ch...	03/29/2023	13970	Blue Star	Office 05-1016979		301.12	21,730.43
Bill Pmt -Ch...	03/29/2023	13971	colonial Life	E5494117 Invoice for MAR 2, 16, 30-2023		1,333.35	20,397.08
Bill Pmt -Ch...	03/29/2023	13972	Fire District Association of CA EBA	Extended Benefits Dental, Vision, Life APR 2023		904.22	19,492.86
Bill Pmt -Ch...	03/29/2023	13973	Frontier	ALL+ Office		40.27	19,452.59
Bill Pmt -Ch...	03/29/2023	13974	Jim Johnson	1150 Evergreen #2 - - Rent - APR 2023		700.00	18,752.59
Bill Pmt -Ch...	03/29/2023	13975	Pace Supply	INV# 028389083-2		77.80	18,674.79
Bill Pmt -Ch...	03/29/2023	13976	Pacific Gas & Electric	Water Plant & Lift Stfations- FEB/MAR billing		5,844.81	12,829.98
Check	03/29/2023	13979	Dian Griffith	Regular Board Meeting MAR 29, 2023		50.00	12,779.98
Check	03/29/2023	13980	Marie Etherton	Regular Board Meeting MAR 29, 2023		50.00	12,729.98
Check	03/29/2023	13981	Michael McKaskle	Regular Board Meeting MAR 29, 2023		50.00	12,679.98
Paycheck	03/30/2023	DD1290	Chaille, Calvin C	Direct Deposit	0.00		12,679.98
Paycheck	03/30/2023	DD1291	Cherubini, Dru A	Direct Deposit	0.00		12,679.98
Paycheck	03/30/2023	13964	Cox, Cody R.			2,745.19	9,934.79
Paycheck	03/30/2023	13965	Esget, Douglas R			1,841.08	8,093.71
Paycheck	03/30/2023	DD1292	Gradin, Glenn A	Direct Deposit	0.00		8,093.71
Paycheck	03/30/2023	13966	Moore, Eric S			1,693.11	6,400.60
Paycheck	03/30/2023	13967	Moore, Marshall C			924.19	5,476.41
Paycheck	03/30/2023	13968	Sawboh, Andrew D			893.03	4,583.38
Check	03/30/2023	13982	Jungle Gym	3 gym memberships 3months APRIL<MAY<JUNE		450.00	4,133.38
Check	03/30/2023	13983	Michael McKaskle	rredc march 2023		135.00	3,998.38
Deposit	03/30/2023			Deposit	547.14		4,545.52
Check	03/31/2023	13984	Moore, Marshall C	Employee Advance		500.00	4,045.52
Deposit	03/31/2023			Deposit	250.00		4,295.52
Deposit	03/31/2023			Deposit	7,460.13		11,755.65
Check	03/31/2023			Service Charge		38.25	11,717.40
Deposit	03/31/2023			Deposit	233.23		11,950.63
Total 1004 · Cash in Bank CCUSH - 71					275,061.30	289,137.56	11,950.63
TOTAL					275,061.30	289,137.56	11,950.63

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Redway Community Services District
Reconciliation Summary
1004 - Cash in Bank CCUSH - 71, Period Ending 03/31/2023

	<u>Mar 31, 23</u>
Beginning Balance	46,647.21
Cleared Transactions	
Checks and Payments - 79 items	-276,015.72
Deposits and Credits - 49 items	274,828.07
	<hr/>
Total Cleared Transactions	-1,187.65
	<hr/>
Cleared Balance	45,459.56
	<hr/>
Uncleared Transactions	
Checks and Payments - 42 items	-33,742.16
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Total Uncleared Transactions	-33,742.16
	<hr/>
Register Balance as of 03/31/2023	11,717.40
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Ending Balance	11,717.40

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Redway Community Services District
Savings Account Activity
 As of March 31, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
1010 - CCUSH - Business Savings -00							25.01
Total 1010 - CCUSH - Business Savings -00							25.01
1015 - CCUSH - Connection Fees -52							50,014.04
Deposit	01/31/2022			Interest	4.25		50,018.29
Deposit	02/28/2022			Interest	3.84		50,022.13
Deposit	03/31/2022			Interest	4.25		50,026.38
Deposit	04/30/2022			Interest	4.11		50,030.49
Deposit	05/31/2022			Interest	4.25		50,034.74
Deposit	06/30/2022			Interest	4.11		50,038.85
Deposit	07/31/2022			Interest	4.25		50,043.10
Deposit	08/31/2022			Interest	4.25		50,047.35
Deposit	09/30/2022			Interest	4.11		50,051.46
Deposit	10/31/2022			Interest	4.25		50,055.71
Deposit	11/30/2022			Interest	4.11		50,059.82
Deposit	12/31/2022			Interest	4.25		50,064.07
Deposit	01/31/2023			Interest	4.25		50,068.32
Deposit	02/28/2023			Interest	3.84		50,072.16
Deposit	03/31/2023			Interest	4.25		50,076.41
Total 1015 - CCUSH - Connection Fees -52					62.37	0.00	50,076.41
1020 - CCUSH - Meadows Deposits - 51							16,040.36
Deposit	01/31/2022			Interest	1.36		16,041.72
Deposit	02/28/2022			Interest	1.23		16,042.95
Deposit	03/31/2022			Interest	1.36		16,044.31
Deposit	04/30/2022			Interest	1.32		16,045.63
Deposit	05/31/2022			Interest	1.36		16,046.99
Deposit	06/30/2022			Interest	1.32		16,048.31
Deposit	07/31/2022			Interest	1.36		16,049.67
Deposit	08/31/2022			Interest	1.36		16,051.03
Deposit	09/30/2022			Interest	1.32		16,052.35
Deposit	10/31/2022			Interest	1.36		16,053.71
Deposit	11/30/2022			Interest	1.32		16,055.03
Deposit	12/31/2022			Interest	1.36		16,056.39
Deposit	01/31/2023			Interest	1.36		16,057.75
Deposit	02/28/2023			Interest	1.23		16,058.98
Deposit	03/31/2023			Interest	1.36		16,060.34
Total 1020 - CCUSH - Meadows Deposits - 51					19.98	0.00	16,060.34
Cash in County - Water							842,367.76
1100 - #2546 SRF Water Proj Loan Fund							286,452.74
General Jou...	01/05/2022	GAG		JAN 2022 Payment		38,250.00	248,202.74
Check	03/16/2022	13231	SRF Water Project Loan Fund #2546	For Deposit to fund #2546 For JUL AUG SEPT 2021	20,472.00		268,674.74
General Jou...	07/11/2022	GAG		JULY 2022 Payment		38,250.00	230,424.74
General Jou...	08/01/2022	GAG		TRF from 2555 OCT<NOV<DEC 2021 - JAN<FEB<MARCH 2022	39,918.00		270,342.74
Total 1100 - #2546 SRF Water Proj Loan Fund					60,390.00	76,500.00	270,342.74
1105 - #2547 SRF Payment Reserve Fund							82,329.00
Total 1105 - #2547 SRF Payment Reserve Fund							82,329.00
1110 - #2548 Davis Grunsky '68 Reserve							4,584.11
Total 1110 - #2548 Davis Grunsky '68 Reserve							4,584.11

Redway Community Services District
Savings Account Activity
 As of March 31, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance		
1115 - #2549 Davis Grunsky '74 Reserve							18,563.30		
Total 1115 - #2549 Davis Grunsky '74 Reserve							18,563.30		
1120 - #2550 Tax Revenue Fund-Water							89,472.13		
General Jou...	01/11/2022	GAG		Grunsky DI Interest Paid		2,988.90	86,483.23		
General Jou...	01/11/2022	GAG		Grunsky Principal Payments		20,056.52	66,426.71		
General Jou...	06/30/2022	GAG		Transfer to SEF Sewer		11,855.00	54,571.71		
General Jou...	06/30/2022	Prop Tax		(25881.77+1263.21+20.26+2907.43)	34,006.74		88,578.45		
General Jou...	08/01/2022	GAG		transfer to SEF Water Oct 21 through March 22		46,970.00	41,608.45		
General Jou...	12/01/2022	GAG				23,282.39	18,326.06		
Total 1120 - #2550 Tax Revenue Fund-Water							34,006.74	105,152.81	18,326.06
1125 - #2555 SEF - Water							336,056.00		
Check	04/25/2022	13306	SEF Water	Acct# 2555000-800940 JULY, AUG, SEPT 2021	23,928.00		359,984.00		
General Jou...	08/01/2022	GAG		SEF PYMTS OCT<NOV<DEC 2021<JAN<FEB<MARCH 2022	46,970.00		406,954.00		
General Jou...	08/01/2022	GAG		transfer to SRF		39,918.00	367,036.00		
General Jou...	09/22/2022	GAG		1/4 cost of pavement project to Meadows tank		15,942.50	351,093.50		
General Jou...	11/16/2022	GAG		Transfer to Operstion to cover any shortages		30,000.00	321,093.50		
General Jou...	01/19/2023	GAG		Transfer from savings to Operations		25,000.00	296,093.50		
General Jou...	02/27/2023	GAG		Transfer to operations from Water SEF		20,000.00	276,093.50		
Total 1125 - #2555 SEF - Water							70,898.00	130,860.50	276,093.50
1130 - #2557 T & D Rehab Proj. Fund							24,910.48		
Total 1130 - #2557 T & D Rehab Proj. Fund									24,910.48
Total Cash in County - Water					165,294.74	312,513.31	695,149.19		
Cash in County - Sewer							205,969.31		
1135 - #2551 Tax Revenue -Sewer							74,194.90		
General Jou...	01/07/2022	County		USDA Sewer Loan Payment 02-01-2022		12,037.50	62,157.40		
General Jou...	01/07/2022	County		SEF Payments JULY, AUG, SEPT 2021		24,426.00	37,731.40		
General Jou...	05/16/2022	County		SEF Payments OCT, NOV, DEC 2021		23,918.00	13,813.40		
General Jou...	06/30/2022	GAG		Transfer to SEF Sewer		11,855.00	1,958.40		
General Jou...	06/30/2022	GAG		USDA Loan principal transfer from SEF Sewer	28,500.00		30,458.40		
General Jou...	06/30/2022	Prop Tax		24242.86+1217.6+19.52+2723.32	28,812.14		59,270.54		
General Jou...	08/31/2022	GAG		USDA LOAN PAYMENT AUG 2022		40,537.50	18,733.04		
Total 1135 - #2551 Tax Revenue -Sewer							57,312.14	112,774.00	18,733.04
1140 - #2554 RCSD RECD Grant Sewer							841.08		
Total 1140 - #2554 RCSD RECD Grant Sewer									841.08

Redway Community Services District
Savings Account Activity
 As of March 31, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
1145 - #2556 SEF - Sewer							
General Jou...	01/07/2022	County		SEF Payments JULY, AUG, SEPT 2021	24,426.00		75,553.96
Deposit	05/09/2022			INV# 380-0004552		18,377.69	99,979.96
General Jou...	05/16/2022	County		SEF Payments OCT, NOV, DEC 2021	23,918.00		81,602.27
General Jou...	06/01/2022	County		payment for GHD 380-0006235, 0012532, 0012617		19,809.00	105,520.27
General Jou...	06/30/2022	GAG		Transfer from Tax Water and Sewer SEF PYMTS JAN,FEB,MAR 2022	23,710.00		85,711.27
General Jou...	06/30/2022	GAG		USDA Loan principal transfer to TAX - Sewer		28,500.00	109,421.27
General Jou...	08/02/2022	County		payment for GHD 380-0008554, 0011392, 0013574		35,963.87	80,921.27
General Jou...	09/22/2022	GAG		GHD 380-0016065, 380-0017686		30,145.22	44,957.40
General Jou...	01/22/2023	GAG		MIKSIS Clean Sanitary sewer INV#110227		10,960.00	14,812.18
Total 1145 - #2556 SEF - Sewer					72,054.00	143,755.78	3,852.18
1150 - #2558 I & I Project Fund-Sewer							
Total 1150 - #2558 I & I Project Fund-Sewer							5,885.13
1155 - #9855 95 COP Payment Fund-Sewer							
Total 1155 - #9855 95 COP Payment Fund-Sewer							1,309.15
1160 - #9856 '95 Reserve Fund Sewer							
Total 1160 - #9856 '95 Reserve Fund Sewer							48,185.09
Total Cash in County - Sewer					129,366.14	256,529.78	78,805.67
TOTAL					294,743.23	569,043.09	840,116.62

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Redway Community Services District
Payments from Customers
 As of March 31, 2023

Type	Date	Memo	Amount
1300 - Accounts Receivable			
Deposit	03/01/2023	ALLPAID	-871.26
Deposit	03/01/2023	Deposit	-6,045.62
Deposit	03/01/2023	Deposit	-4,738.19
Deposit	03/02/2023	ALL PAID	-704.81
Deposit	03/03/2023	ALL PAID	-308.68
Deposit	03/06/2023	ALL PAID	-1,430.00
Deposit	03/06/2023	ALL PAID	-591.31
Deposit	03/08/2023	ALL PAID	-965.00
Deposit	03/08/2023	Deposit	-7,914.69
Deposit	03/09/2023	ALL PAID	-2,213.19
Deposit	03/10/2023	ALL PAID	-1,136.38
Deposit	03/10/2023	Deposit	-5,920.90
Deposit	03/13/2023	ALL PAID	-755.56
Deposit	03/13/2023	ALL PAID	-418.17
Deposit	03/15/2023	ALL PAID	-556.76
Deposit	03/15/2023	Deposit	-6,927.47
Deposit	03/15/2023	Deposit	-16,493.37
Deposit	03/16/2023	ALL PAID	-812.12
Deposit	03/17/2023	Deposit	-9,307.12
Deposit	03/20/2023	ALL PAID	-130.00
Deposit	03/20/2023	LIHWAP STOLL	-538.43
Deposit	03/22/2023	ALL PAID	-338.28
Deposit	03/22/2023	Deposit	-6,195.50
Deposit	03/22/2023	Deposit	-2,504.02
Deposit	03/23/2023	ALL PAID	-465.00
Deposit	03/24/2023	ALL PAID	-103.16
Deposit	03/24/2023	Deposit	-5,469.35
Deposit	03/27/2023	ALL PAID	-418.22
Deposit	03/27/2023	ALL PAID	-363.82
Deposit	03/29/2023	ALL PAID	-1,737.76
Deposit	03/29/2023	Deposit	-6,541.41
Deposit	03/29/2023	Deposit	-2,038.40
Deposit	03/30/2023	ALLPAID	-547.14
Deposit	03/31/2023	ALLPAID	-250.00
Deposit	03/31/2023	Deposit	-7,460.13
Deposit	03/31/2023	ALLPAID	-233.23
Total 1300 - Accounts Receivable			-103,444.45
TOTAL			-103,444.45

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Redway Community Services District
A/P Aging Summary
As of March 31, 2023

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Calpers	11,355.43	0.00	0.00	0.00	0.00	11,355.43
GHD Inc	2,560.93	3,593.96	0.00	27,392.27	0.00	33,547.16
TOTAL	<u>13,916.36</u>	<u>3,593.96</u>	<u>0.00</u>	<u>27,392.27</u>	<u>0.00</u>	<u>44,902.59</u>

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Redway Community Services District
Payroll Details by Account
 March 2023

	<u>Mar 23</u>	<u>Mar 22</u>	<u>Jul '22 - M...</u>
Ordinary Income/Expense			
Expense			
Administrative & General			
Insurance			
5035 - Retiree Health Insurance	420.02	116.94	1,734.78
5040 - Employee Health Insuran...	11,768.62	9,425.57	102,343.16
5045 - Workers' Comp	0.00	0.00	11,579.35
Total Insurance	12,188.64	9,542.51	115,657.29
5100 - Payroll Taxes	4,884.34	4,500.24	33,769.15
5150 - Wages	27,636.39	24,402.00	190,990.04
Total Administrative & General	44,709.37	38,444.75	340,416.48
Water Treatment			
5220 - Wages	11,540.68	12,296.82	76,753.52
Total Water Treatment	11,540.68	12,296.82	76,753.52
Water Trans & Distribution			
5320 - Wages	8,082.41	7,601.15	57,582.76
Total Water Trans & Distribution	8,082.41	7,601.15	57,582.76
Sewer Treatment			
5420 - Wages	13,989.65	12,489.08	87,076.73
Total Sewer Treatment	13,989.65	12,489.08	87,076.73
Sewer Collection			
5520 - Wages	1,758.31	487.15	8,993.47
Total Sewer Collection	1,758.31	487.15	8,993.47
Total Expense	80,080.42	71,318.95	570,822.96
Net Ordinary Income	-80,080.42	-71,318.95	-570,822.96
Net Income	<u>-80,080.42</u>	<u>-71,318.95</u>	<u>-570,822.96</u>

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Past Due List Status

Past Due Status at end of billing cycle	amount
Number of accounts on the past due list	102
The Average Bill	\$932.84
The Median Bill	\$591.86
Low Balance at 90 days	\$3.77
High Balance at 90 days	\$5,539.15
Current balance Past Due List	\$95,372.27
Current Balance of at 90 days	\$59,669.32
Accounts that have been sent Lien Notices	54

Past Due status as of 4-14-23	amount
Number of accounts on the past due list	90
The Average Bill	\$984.29
The Median Bill	\$642.29
Low Balance at 90 days	\$3.77
High Balance at 90 days	\$5,539.15
Current balance Past Due List	\$88,589.47
Current Balance of at 90 days	\$56,986.88

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Redway Community Services District
P.O. Box 40
Redway, CA 95560
(707) 923-3101

March 10th, 2023,

General Manager's Report

According to the California Drought Monitor summary released April 6th, 2023, there is currently no drought that exists for Humboldt County as well as Del Norte, and Trinity County is in the DO (Abnormally Dry) Intensity Factor. This information is reported through the Western Regional Climate Center. I would like to add that as a Utility Manager in Humboldt County I have come to understand how dynamic our season's, and our wild and scenic river is here in Humboldt, and I am expecting us to be moving through another drought scenario this summer. There are lots of models and projections from all sorts of offices regarding our county facing drought conditions yet again this summer. Redway CSD utilizes the California Drought Monitor monthly for reporting purposes and I would like us all to understand that this Drought Monitor focuses on broad-scale conditions, and that local conditions may vary.

Talking about solar now, the board, as well as District staff have decided against potentially moving the Solar Project into the Wastewater Plant footprint. During discussion regarding moving this project into the plant it was decided that we maintain the space that we do have inside the Plant for future needs. For example, if the plant was reclassified, we might have to add other certain treatment processes. The last steps that were taken with the solar project installation at the original site off the SW Corner of the Plant was the IS/MND "Mitigated Negative Declaration". I spoke with Mike Avcollie from Redwood Coast Energy Authority on April 11th, and he believes that there will be no issues with the MND, however we are still awaiting a response from the Bear River Tribe.

He has spoken on the phone with the Bear River Rancheria, and they did state during the phone conversation that Culturally we are looking good, and the job should be deemed as categorical exemption. A phone call stating that we should be good will not work for us, we are requesting a letter from the Cultural Expert with the Tribe which may take up to a week. If we do need the Preservation Officer onsite it would be at an upwards of 85/hr. during the construction process. So, to summarize, we will need to go to redesign for the above ground mount installation, we need to receive a record of response from Bear River regarding Categorical Exemption, and then look back into a possible grant scenario with the California Energy commission.

Wastewater Collection and Treatment Project. On March 31st, myself, field staff, and GHD met at the District office at 11 am to discuss moving forward with the 30% design set. There were a



Redway Community Services District
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few concerns that we did have. For instance, the engineer only had one line going across the new suspension bridge.

This was discussed and was corrected. There was also some minor labeling that had to be cleaned up which was also addressed. At this meeting we focused and spent much of the time on the filter beds, particularly bed number two. This is the bed that we use for decanting when we have a VAC truck come through for cleaning. The question that came up was if we could waste activated sludge "WAS" on that bed with just the channel having media, and not the entire one like bed # 1. So, we have decided to run a pilot test and waste on that bed, we have just begun this week. The Chief Plant Operator wants to see how it works in drier weather which we should be experiencing here soon at which point we will have the data that GHD Consulting needs to make the determination of whether it would work for us. Once all amendments are approved by the State Water Resources Control Board, collection system improvements, design details, specifications and detailed cost estimates will be prepared at the 60% phase.

Dogwood Lift Station Meeting, District staff and 2 board members met with our County Supervisor, as well as Mr. Matson and Mr. Bronkall with the County regarding the Dogwood Lift Station on April 7th from 2-3pm. We discussed our concerns about the road itself yet again, and we were directed toward public assistance grant funding THROUGH THE North Coast Resource Partnership. This grant would be for water grants/hardening of facilities is how the county put it, in an email. I have reached out to the contact that the county supplied me with and am awaiting a response. I plan on receiving information soon and will have some comments during the Board meeting. As far as I know this will go through the CSAC Grants Initiative "California State Association of Counties. The District is also awaiting two drafted letters from Mr. Mattson and Mr. Bronkall regarding public safety which they said they would produce for us at the meeting that was held on April 7th.

LAFCO Update, there was a question that was directed towards the Redway Community Services District which was regarding sewer service to the Eel River Conservation Camp and the Y camp. The question was as follows: how can RCSD be providing wastewater service to Eel River Camp, and the YMCA Camp, since both are located out of the service area and jurisdictional boundary? In response to this question, Colette Metz from LAFCO Humboldt County responded requesting documentation of them being served by RCSD before January 1st, 2001, and they have both been hooked up prior to 2001. Colette stated in an email that anything before that is considered "Grandfathered" under 56133(e)(4) and the District office



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was able to supply them with billing that goes back to 1999, so they are in fact Grandfathered in.

I spoke with LAFCO recently about the agency overview that is currently underway LAFCO is working on the Redway MSR Determinations and should be able to produce a report for the next Regular Redway Community Services District's Board meeting in May. We have already sent them the five years of financials that were requested of us, as well as the strike throughs and edits that I sent them last month. The edits included the updated census number that was required for the agency overview. We will be attaching the Board packet to the website the same day that we hand out the packets to the Board members. We also plan on having a new newsletter out soon after our staff meeting on the 12th.

Regards,

Cody Cox

General Manager

R.C.S.D.

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To: RCSD Board of Directors

Office Manager's Memo

APRIL 19th, 2023

Credit card processing. For the month of March, we had 68 transactions with a value of \$13665.10. In February, we had 61 transactions with a value of \$13,222.74. in credit card transactions. With ALLPAID the customers are charged 2.25% for each phone, website or in-person transaction with no fees to RCSD. An additional \$2.25 is charged to the customer if the transaction occurs over the telephone through the ALLPAID call center. The ALLPAID call Center has been added to our new phone tree, our customers will need to tell them that our PLC# of a004ye. This is a code number that identifies us, Redway Community Services District.

Profit to Loss. July 1st, 2022, to March 31, 2023, is 75% of the fiscal year. Income was \$633,713 which is 61% of projected income for the fiscal year, \$700,162 which is 68% if you include the tax revenue that has not been recorded. Expenses were \$954,117 which is 92% of the projected income or 79% for the projected expenses for this fiscal year. We will be going into our 21/22 audit in May. I have reached out to our CPA for advice. We made a request to transfer money from our Savings to our operations for the month of April.

LIHWAP 'low-income household water assistance program'. Redway Community Services District has signed up as an authorized water and wastewater provider and our customers can sign up for the service. LIHWAP will offer a one-time payment of up to \$15,000.00 (previously \$2,000) to help qualified customers of Redway Community Services District to pay their past due water or wastewater bills. We inform any customer that is behind, and we have been informed that several customers have completed the steps and we received their payments. The program will operate through August 31, 2023. Additionally, individuals interested in learning about how LIHWAP may help them pay their bills and when they can apply can find information at <https://csd.ca.gov/waterbill>. They encourage all rate payers to apply even for current billing and that they may even receive a credit to their accounts since the checks go directly to the water district.

Billing and Allocations. Our past due for the month of March is \$95,372.27. In February it was \$95,173.64. In January it was \$86,571.40. It appears that the past due fluctuates around \$10,000 up or down every month from 3-2020. The high in December 2020 was \$97,000 from \$37,000 in March 2020, the month the pandemic started.

Ad-Hoc Financial Committee Meeting. We met to discuss the current situation and about the rate study.

2021-2022 Audit. We missed the window for an early audit. We are a month away from having it performed. Our CPA is in need to review data which will have to wait until 05-15-2023. I will review the process to determine why we missed the early window and make accommodations to be on time.

Past Due accounts. There is no change in the number of accounts that are shut off currently (7). Last month we sent out 54 lien letters regarding delinquent accounts. As stated, they have thirty days to pay their outstanding debt, enter into a payment plan or we will place a lien on their property. We will be sending landlords(property owners) of renters who are also on the ninety days past due list that their renter is behind and that we will now be billing the owner instead of the renter and that they have thirty days to pay the outstanding debt, arrange a payment plan or have a lien placed on their property. We had a couple of addresses wrong but that was expected. One would believe that a property with water and electricity would have an address with the county, apparently not. A couple of letters were returned, bad addresses for either the property or the mailing addresses of the owner, so we will be kind to those and give them a call, if the phone numbers are correct.

Telephones. The transition to our new Verizon desk phone system is complete. We are finished with the Frontier reduction of lines. As of March 27th, we no longer use Frontier for the Office, Emergency line and the fax line. Our last monthly bill for all accounts was \$40.27 which had the early termination fee attached, which we paid to prevent disconnection the month prior and for which we were credited.

Backup Power at Office. We will need to have back-up power here at the office. For the meantime we will utilize a generator until we install a transfer switch and a wall battery for inside the office (CIP). We will look at other funding opportunities to achieve the end goal. Hopefully, we can accomplish this after the rate study and before the rains next winter.

2500 square feet of district property above Redwood Drive. At some point we will need to determine our access to our property above Redwood Drive for a potential well location.

Respectfully,

Glenn Gradin

"When the well is dry, we learn the worth of water." Benjamin Franklin

Water Treatment

Chemicals have gone up quite a bit in California. What this means for us is the cost of Chlorine has gone up 40%. We use a pre, and post, chlorination treatment method at the Water Treatment Plant. What I would like to investigate is an Ultra-Violet pretreatment method at the Clarifier at the Plant. What this should do is reduce the use of the needed chlorine for the pretreatment at the contact chamber, at which point the only chlorination would be happening at the contact chamber at the Water Plant. We need to continue the chlorination process at the contact chamber because of the necessity of the chlorine residual that needs to be maintained within the water distribution system throughout town. Once I have gathered more information, I plan to request a demonstration at the plant.

After we move through the demonstration and we are happy with the results, we plan to install the equipment in-house. The only other thing that I will need to do is contact our State Regulator so that we are in communication, because of any potential permit change that would need an update. I do not foresee having any issues with the State so long as we are maintaining our water distribution residual. Operations at the Water Treatment Plant are under normal conditions. Our Treatment Plant Operators have not experienced any issues with treating and maintaining storage. The Infiltration Gallery static is sitting right around 12.1, and the pumping level drops down to 11.8 and holds, and we are at 350 gallons per minute.

During these next couple of months, we will be organizing and cleaning up at the Water Treatment Plant. This is a big pet peeve of mine and has been for a while. There is quite a bit miscellaneous material that has built up over the years that needs consolidation and organization. I have tasked the field staff with starting on all the paints, aerosols, and oils that must be properly picked up and disposed of, and then we will be moving into the inventory room for cleanup and organization.

Wastewater Treatment

I will be meeting with our FEMA and OES representatives on April 13th from 2-3 pm. This meeting is the (RSM) "recovery scoping meeting." We will be going over the damage inventory when we experienced the rain events from December 27th, 2022, to January 31st, 2023. What will be in the report, or worksheet that is filled out and submitted is the Inflow and Infiltration of our Sanitary Sewer Collection System that had caused problems for our lift stations, caused sewer overflows, as well as going beyond design flow at the Wastewater Treatment Plant. The other item that I will be adding is the Dogwood Lift Station. Because of these larger rainstorms that we experienced during this time there has been quite a bit of erosion of the soil on the bank or shoulder of the County Maintained Road.

I will be requesting hardening of the facilities site during the Recovery Scoping Meeting if I can with FEMA. Operations at the Wastewater Plant are under normal conditions currently. Plant staff will be moving into warmer weather soon and will be getting back to the sand filter. The good news is, is that that we never really stopped utilizing the sand filter bed. Because of the wetter weather they had to

limit the Waste Activated Sludge Flow into to the bed. Both beds will be utilized quite a bit more during the winter once we have them covered, which is part of the Wastewater improvement project and will be a greenhouse type building.

Wastewater Collection

As mentioned in the last Operations report there had been quite a bit of Inflow and Infiltration into the Sewer Collection System here in Redway. We have been using our sewer camera equipment down in lower Redway, specifically Eel River Lane, and Oakridge. Our Camera crew was able to identify root intrusion as well as large separations on Oakridge Dr. The separations were at the coupling's where the sewer line attaches to the next piece of sewer line. These separations that were Identified look to be from seismic events. The camera crew as well as I believe it to be from a seismic event, or events because of the clean separation. What I mean by clean separation is that there is no root intrusion or any staining around these separations.

If they had been separated for some time there would be root intrusion as well as some staining, or scum line around it. The California Governor's Office has approved Redway CSD's project application for the CDAA "California Assistance Act," program for damage caused by the CDAA-2023-02, Ferndale Earthquake. During the meeting that I am going to have with FEMA this week, I will ask what steps need to take place for this incident number. I don't know at this point whether we will qualify for FEMA relief money or not, but at the very least this is and has been a great learning experience for the District as far as what needs to be in place at a District level if we were to experience a large-scale disaster event here in Redway.

Water Distribution

There have been a few more leaks throughout town, we continue the meter replacement program, as well as starting up valve exercising and flushing of the Distribution System. We will be done with the Briceland Road job by the end of next week, our crew is waiting to get some hot mix asphalt instead of trying to use cold mix, this will be a much cleaner job this way. During this summer we will be starting our Gate Valve Placement Project throughout town. Right now, we are not able to isolate a lot of our mainlines which is very necessary to make repairs or upgrades to system, so we will be largely focusing on this project this summer, and I will look for possible funding opportunities, but as we all know we have to be careful because of the existing grants that we are currently working on.

Cody Cox G.M

R.C.S.D.

Redway CSD – Production/Treatment Activity

April 12, 2023

Unit of measure is gallons:

Water Production Report: For March 2023

	Water Produced	District Use	Unmetered	Sold	Daily Avg.
Jan 2021	4,718,347	869,389	1,387,327	2,461,631	152,205
Jan 2022	4,632,732	771,728	1,100,031	2,760,973	149,443
Jan 2023	4,757,553	1,881,553	439,830	2,436,064	153,466
Feb 2021	4,511,687	919,739	929,233	2,662,715	161,132
Feb 2022	3,693,809	296,293	1,206,624	2,190,892	131,922
Feb 2023	3,813,139	671,078	198,516	2,943,545	136,184
Mar 2021	4,411,797	562,457	1,201,263	2,648,077	142,316
Mar 2022	4,203,615	432,135	1,157,138	2,614,342	135,600
Mar 2023	4,211,003	1,620,076	442,925	2,148,002	135,839

Wastewater Treatment Report: For March 2023

	Influent	Effluent	Difference
Dec 2022	6,875,678	6,059,888	815,790
Jan 2023	13,957,746	11,661,571	2,296,175
Feb 2023	6,077,182	5,479,829	897,353
Mar 2023	13,766,418	12,269,515	1,496,903

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MARCH 2023

WORKPLACE SAFETY REPORT

Redway CSD employees perform safety inspections at least monthly. The following sections are the major areas observed:

SECTION 1

Fire Extinguishers

Date Serviced 2-22-23

Monthly Inspection recorded on unit.

Date 3-1-23

SECTION 2

Flammables Storage

Check fuel tanks for leaks

Waste WTP
Water Plant
Dogwood LS
Check fuel connections for seeps
Fuel cans stored properly

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Date 3-2-23

SECTION 3

Work Areas

Chemicals properly stored and marked.
No Spills or trip hazards.
Exits are accessible.

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Date 3-3-23

SECTION 4

Electrical Equipment

Switches and circuit breakers labeled.
Extension and power cords are serviceable.
Lockout Devices serviceable

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Date 3-1-23

SECTION 5

Ladders, Hand Tools & Chains

Properly stored and are in serviceable condition
Handles are tight to hammer head
No missing or broken steps
Chain links and hooks inspected

Date 3-6-23

SECTION 6

Machine Hazards

Wiring has no loose connections or bare wires.
Safety guards in place proper warnings for automated systems.
Tie downs or mounts secured.

Date 3-8-23

SECTION 7

Environment & Personal Protective Devices

There is adequate lighting & ventilation available when applicable.
 SDS sheets are current.
Hearing, Eye and protective clothing is serviceable.
Emergency phone numbers are posted and first aid kits current.
Spill Containment Kits are complete
Confined space equipment checked for serviceability
Survivor Air Systems inspected and serviceable

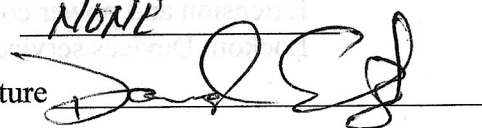
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Date 3-7-23

Any Incidents to Report for month

NONE

Signature



Date 4-1-23

Redway C.S.D.

EMPLOYEE SAFETY TRAINING AND MEETING REPORT

Use of this Form

1. All safety training and meetings conducted for organization employees are documented on this form.
2. The completed form is distributed and filed as follows:

a. Training

- 1) One copy is filed with the master training file for each course or session in the IIPP Administrator's files. The master file includes this form, the training course curriculum, all training handouts, and anything else pertaining to the training program.
- 2) One copy is maintained in Human Resources where the following information is retrieved and inserted into each attendee's personnel file on the organization's *Record of Training Form*:
 - a) Employee name
 - b) Employee's department
 - c) Date of training
 - d) Training subject
 - e) Whether a certificate was issued

b. Safety Meetings

This form is filed with the master meeting file for each safety meeting in the IIPP Administrator's files. The master file includes this form, the safety meeting agenda, all safety meeting handouts and anything else pertaining to the safety meeting.

Check (✓) if the Program was <u>Training</u>	Check (✓) if the Program was a <u>Safety Meeting</u>	<input checked="" type="checkbox"/>
Training/Safety Meeting Subject(s): MATERIAL HANDLING		
Certificate Issued (circle answer): Yes <input type="radio"/> No <input checked="" type="radio"/>		
Training/Meeting Date: 3-29-23	Training Instructor/Meeting Leader Name(s): DIEZELT	
Description of Training Provided or Safety Meeting Topic(s): SAFETY IN HANDLING MATERIALS SAFELY		
Course or Meeting Handouts (attach to this form):		

Employee Name (PRINT)	Employee Name (SIGNATURE)
DOUGLAS ESCOFF	Daryl Escoff
Eric Moore	Eric Moore
Calvin Chaille	Calvin Chaille
Cody Cox	Cody Cox
Marshall Moore	Marshall Moore
Andrew Soubak	Andrew Soubak

RCSD (IIPP-Form-EmployeeSafetyTraining&MeetingReportForm-2021.doc)