

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

**REGULAR BUSINESS MEETING**

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

**Date: August 16, 2023**

**Time: 5:30 P.M.**

**Posted: August 11, 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=UUYrOWxkOjFHcVczNDhRTWNZT3VjZz09>**

**Meeting ID: 775 285 2234#**

**Pass Code: 285773**

**I. CALL TO ORDER:**

**II. ROLL CALL:**

\_\_\_Arthur M<sup>c</sup>Clure Chairman

\_\_\_ Linda Sutton

\_\_\_ Marie Etherton

\_\_\_Dian Griffith Vice-Chairwoman

\_\_\_ Michael McKaskle

**III. LAND ACKNOWLEDGEMENT:**

**The Redway Community Services District acknowledges that it is located within the traditional lands of the Wailiki and other Indigenous peoples. On this unceded ancestral land along the river they call Sinkyokok, generations of people have stewarded this land and continue to care for the land and water. We look to our indigenous communities for their experience in caring for the water and land that we both inhabit and commit to working with them to provide quality water for all.**

**IV. APPROVAL OF THE AGENDA:**

**V. ADOPTION OF RESOLUTION 2023-2024-02; Authorizing Remote Meeting from August 19, 2023 to**

**September 14, 2023.**

**VI. OPEN SESSION DISCLOSURE OF CLOSED SESSION:**

**VII. CLOSED SESSION:**

- 1. Personnel: Employee Evaluation.

**VIII. RETURN TO OPEN SESSION; DISCLOSURE OF CLOSED SESSION:**

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

**X. 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.

**XI. PREVIOUS MINUTES:**

- 1. Consider Approval of the Minutes of the Board of Directors July 19, 2023 Regular Business Meeting minutes,

**XII. 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 July 2023 Financial Reports.
- 2a. General Manager's Report: Review of the July 2023 General Manager's Report.
  - a. Water Conservation Stage 2 Declaration.
- 2b. Office Manager's Report: Review of the July 2023 Office Manager's Report.
- 2c. Operation Manager's Report: Review of the July 2023 Operation Manager's Report.
- 3. Production Report: Review of the July 2023 Production Report.
- 4. Safety Report: Review of the May 2023 and July 2023 Safety Reports.

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

- 1. Road Condition Near Dogwood Lift Station on Briceland Road.
  - a. Report from the Dogwood Lift Station Ad-Hoc Committee. **NO NEWS**  
ACTION REQUIRED: Discussion / Report / Action
- 2. Updating Water Ordinance.
  - a. Adding Collections Process **NO NEWS**  
ACTION REQUIRED: Discussion / Report / Action
- 3. Updating Wastewater Ordinance / Effective Date. **NO NEWS**  
ACTION REQUIRED: Discussion / Report / Action
- 4. District Policies; Board Policy.
  - a. District Water Used for Commercial Agriculture in the Redway Community Services District.
  - b. 1911 Barnett Court; Operations Agreement. **MANAGER'S REPORT PAGE 36**  
ACTION REQUIRED: Discussion / Report / Action

5. New Connections;
  - a. Accessory Dwelling Unit Law; Ad-Hoc Committee Report
  - b. Property Amnesty Letter
  - c. New Connections Waiting List **MANAGER'S REPORT PAGE 36**
  - d. Houses Not Connect to Collection System  
ACTION REQUIRED: Discussion / Report / Action
6. Ad-Hoc Committee Report; Financial.
  - a. Consider Action of the Financial Policy #1; Waiting on Counsel. **NO UPDATE**  
ACTION REQUIRED: Discussion / Report / Action / Resolution
7. Solar Project.  
ACTION REQUIRED: Discussion / Report / Action. **NO UPDATE**
8. Department of Water Resources / Redway Emergency Water Supply and Water Project.
  - a. Wastewater Collection and Treatment Project **MANAGER'S REPORT PAGE 36**
9. Status of Wells
  - a. Update: Well is Online – No Power.  
ACTION REQUIRED: Discussion / Report / Action **NO UPDATE**
10. Civil Liability Order Compliance Project.  
ACTION REQUIRED: Discussion / Report / Action **MANAGER'S REPORT PAGE 38**
11. 2023/2024 Budget; Review and Action.  
ACTION REQUIRED: Discussion / Report / Action **NO BUDGET TO APPROVE**
12. Inspection of Water Use Agreement in Meadows Business Park.  
ACTION REQUIRED: Discussion / Report / Action **NO UPDATE**
13. Adoption of Water Ordinance Addition; Commercial Agriculture in the Redway Community Services District.  
ACTION REQUIRED: Discussion / Report / Action / Resolution
14. LAFCo MSR Review  
ACTION REQUIRED: Discussion / Report / Action **NO UPDATE**
15. Continuation of Zoom Meetings.  
ACTION REQUIRED: Discussion / Report / Action **OFFICE MANAGER'S REPORT PAGE 39**

**XIV. CORRESPONDENCE:**

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

1. DIRECTORS' REPORT
  - a. RREDC **RREDC PAGE 65**
2. AD-HOC COMMITTEE REPORT
  - a. Infrastructure Ad Hoc Committee Report
  - b. Executive Ad Hoc Committee Report.

**XVI. COMMENTS FROM MEMBERS OF THE BOARD:**

**XVII. MEDIA COMMUNICATION:**

**XVIII. ADVANCED AGENDA:**

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

## **XIX. ADJOURNMENT:**

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

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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

July 19, 2023

CALL TO ORDER:

Vice-Chairman Griffith called the July 19, 2023 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 5:30 P.M. in the RCSD business office and by teleconference.

ROLL CALL:

Directors Present: Vice Chairman Griffith, Marie Etherton, Linda Sutton, Dian Griffith and Michael McKaskle (5:35 P.M. arrival) were at the Redway Community Services District business office.

Director Absent: Chairman Arthur McClure

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.

APPROVAL OF THE AGENDA:

Following review of the July 19, 2023 Agenda, Linda Sutton motioned to move Action / Discussion Items; Continue and New, Action / Discussion Item 4. 1911 Barnett Court; Operations Report before Open Session Disclosure of Closed Session. Marie Etherton seconded the motion. Vice-Chairman Griffith called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Linda Sutton, Yea, Michael McKaskle, Yea. The motion was carried by a voice vote of four Yeas and zero Nays. See Action/Discussion Items Continue and New, Action Discussion Item 4. District Policies; Board Policy b. 1911 Barnett Court; Operations Report.

Marie Etherton moved to approve the May 17, 2023 Agenda as amended. Linda Sutton seconded the motion. Vice-Chairman Griffith called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Linda Sutton, Yea, Michael McKaskle, Yea. The motion was carried by a voice vote of four Yeas and zero Nays.

OPEN SESSION DISCLOSURE OF CLOSED SESSION:

Vice-Chairman Griffith announced that as there is not a full Board, Closed Session will be tabled until the August 16, 2023 Regular Business Meeting.

CLOSED SESSION:

- A. Personnel: Employee Evaluation: Action regarding personnel; Employee Evaluation will be reviewed at the August 2023 Regular Business Meeting.

RETURN TO OPEN SESSION; DISCLOSURE OF CLOSED SESSION.

As Closed Session was not held, no disclosure of Closed Session was required.

REPORT FROM CHAIRMAN OF THE BOARD:

No report was presented from Vice-Chairman Griffith.

PUBLIC COMMENT:

1. Edward Voice addressed the Board regarding the 1911 Barnett Court issue.
2. Michelle Bushnell addressed the Board regarding the Districts' policy regarding payment of water and sewer bills on rental property.

PREVIOUS MINUTES:

1. Review and Action on May 17, 2023 Regular Business Meeting Minutes: Following review of the May 17, 2023 Regular Business Meeting Minutes, Michael McKaskle moved to approve the May 17, 2023 Regular Business Meeting minutes as presented. Linda Sutton seconded the motion. Vice-Chairman Griffith called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Yea, Maire Etherton, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of four Yeas and zero Nays.
2. Review and Action on June 15, 2023 Regular Business Meeting Minutes: Following review of the June 15, 2023 Regular Business Meeting Minutes, Michael McKaskle moved to approve the June 15, 2023 Regular Business Meeting minutes as presented. Linda Sutton seconded the motion. Vice-Chairman Griffith called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Maire Etherton, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of four Yeas and zero Nays.
3. Review and Action on June 21, 2023 Public Hearing Minutes: Following review of the June 21, 2023 Public Hearing Minutes, Michael McKaskle moved to approve the June 21, 2023 Public Hearing minutes as presented. Linda Sutton seconded the motion. Vice-Chairman Griffith called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Yea, Maire Etherton, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of four Yeas and zero Nays.
4. Review and Action on June 28, 2023 Special Business Meeting Minutes: Following review of the June 28, 2023 Special Business Meeting Minutes, Michael McKaskle moved to approve the June 28, 2023 Special Business Meeting minutes as presented. Linda Sutton seconded the motion. Vice-Chairman Griffith called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Yea, Maire Etherton, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of four Yeas and zero Nays.

CONSENT CALENDAR:

Michael McKaskle moved to accept the June 2023 Consent Calendar as presented. Marie Etherton seconded the motion. Vice-Chairman Griffith called for a roll call vote. Michael McKaskle, Yea, Marie Etherton, Yea, Linda Sutton, Yea, Dian Griffith, Nay. The motion failed with a roll call vote of two Yeas and two Nays.

1. Financial Report: The Board reviewed the June 2023 Financial Reports.
- 2a. General Manager's Report: The Board reviewed the June 2023 General Manager's Report.
- 2b. Office Manager's Report: The Board reviewed the June 2023 Office Manager's Report.
- 2c. Operation Manager's Report: The Board reviewed the June 2023 Operation Manager's Report.

3. Production Report: The Board reviewed the June 2023 Production Reports.
4. Safety Report: The Board reviewed the June 2023 Safety Reports. The May 2023 Safety Report was not submitted for review by the Board.

Michael McKaskle moved to accept the June 2023 Consent Calendar as presented with the exception of the May 2023 Safety Report. Marie Etherton seconded the motion. Vice-Chairman Griffith called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Dian Griffith Yea. The motion was carried by a roll call vote of four Yeas and zero Nays.

#### ACTION / DISCUSSION ITEMS:

1. Road Condition Near Dogwood Lift Station on Briceland Road: The Board discussed placing the lift station at Dogwood Lane underground. Michelle Bushnell, Humboldt County Supervisor, informed the Board that the County has received grant and FEMA funds to replace culverts on the Briceland Thorne Road. Ms. Bushnell also informed the Board that the county will install a cable system at the site after the hardening has been completed. Cody Cox will contact the local representative from Cal Trans regarding the widening of Briceland Road. The Board discussed the creation of a pedestrian path to lower Redway using Dogwood Lane.
2. Updating Water Ordinance: The Water Ordinance ad-hoc committee will schedule a meeting in the near future.
  - a. Adding Collections Process: The Board discussed using a collection agency to collect overdue charges. The general consensus of the board was to not use a collection agency. Using the tax rolls as a collection for unpaid water / sewer bills was also discussed. The Board discussed having the owner responsible for paying their renters past due water / sewer bill. The Water Ordinance Ad-Hoc Committee will review the Water Ordinance and add language to address nonpayment of bills and agriculture issues.
3. Updating the Wastewater Ordinance: Cody Cox informed the Board that there is no new information regarding updating the Wastewater Ordinance.
4. District Policies; Board Policy:
  - a. District Water Used for All Cultivation in the Redway Community Services District: The Ad-Hoc committee will meet to create a policy regarding all cultivation within the District.
  - b. 1911 Barnett Court; Operations Report: Jessie Jeffries addressed the Board regarding submitting an operations plan for his business at 1911 Barnett Court. Cody Cox informed Mr. Jefferies that the District cannot accept the Operations Plan until it has an engineer's stamp of approval.
5. New Connections:
  - a. Accessory Dwelling Unit Law: Michael McKaskle will compose language for an Accessory Dwelling Unit policy. Following review by the Board, the draft will be sent to the Districts' attorney for review before being placed into the Water Ordinance.
  - b. New Connections Waiting List: No new collections waiting list was available for review by the Board.
  - c. Houses not Connected to Collection System: The sewer line at 1011 Redway Drive will be connected in the near future.
6. Ad-Hoc Committee Report; Financial: The Financial Committee did not meet to discuss financial issues.
  - a. Consider Action of the Financial Policy # 1; Waiting on Counsel: The District is waiting for the final version from Mr. McMurchie, Attorney at Law.
7. Solar Project: No information from the tribal cultural officer has been obtained.
8. Department of Water Resources / Redway Emergency Water Supply and Water Project:
  - a. Wastewater Collection and Treatment Project: Following discussion, Michael McKaskle moved to adopt Resolution 2023-2024-01 Authorizing the General Manager to execute a financial assistance application for a financing agreement with the State Water Resources Control Board for planning, design and construction of the Wastewater Infrastructure Improvement Project. Marie Etherton seconded the motion Vice-Chairman Griffith called for a roll call vote. Michael McKaskle, Yea, Marie Etherton,

Yea, Linda Sutton Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of four Yeas, zero Nays and one absent.

9. Status of Wells: Cody Cox reported that the well on Rusk Lane will be placed on line as soon as power is available.
10. Civil Liability Order Compliance Project: Cody Cox reported that on October 31, 2023 the District will submit a Statement of Completion to the state and auditor.
11. Land Acknowledgements: Following discussion, Michael McKaskle moved to adopt Redway Community Services District Land Acknowledgement to be placed on the agenda after Roll Call and will be read at each business meeting. Marie Etherton seconded the motion. Vice- Chairman Griffith called for a roll call vote. Michael McKaskle, Yea, Linda Sutton, Yea, Marie Etherton, Yea, Dian Griffith, Yea The motion was carried by a roll call vote of four Yeas and zero Nays.
12. 2023 / 2024 Budget; Review and Action: Action on the 2023 / 2024 Budget was postponed until the August 16, 2024 Regular Business Meeting.
13. Property Amnesty Letter: Property: Property Amnesty Letter will be moved to Item 5. New Connections on future agendas.
14. Inspection of Water Use Agreement in Meadows Business Park: Cody Cox informed the Board that he is in the process of training an operator to perform the inspections.
15. Adoption of Water Ordinance Addition; Prohibiting Commercial Agriculture in the Redway Community Services District: No new information was available for review by the Board.

CORRESPONDENCE:

1. No correspondence was submitted 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:

Marie Etherton commented that the amount of water usage should be the District's concern, not how it is used.

MEDIA COMMUNICATIONS:

No Media Communication will be distributed to the local media.

ADVANCED AGENDA:

1. LAFCo Municipal Service Review.

ADJOURNMENT:

Michael McKaskle moved to adjourn the July 19, 2023 Regular Business Meeting of the Redway Community Services District Board of Directors at 7:46 P.M. Marie Etherton seconded the motion. Vice-Chairman Griffith called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of four Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,  
Secretary to the Board



Redway Community Services District  
Monthly Financial Statement to JULY 31ST, 2023

<b>Primary Checking Account</b>	<b>Previous Balance =</b>	<b>\$31,421.66</b>	<b>As of JUNE 30th, 2023</b>
Revenues			
1 Customer Revenues Collected per QuickBooks		\$87,115.90	
2 Customer Deposits		\$0.00	
3 Del Oro - Cloro		\$0.00	
4 Rivercrest Mutual Water Testing		\$0.00	
5		\$0.00	
6		\$0.00	
7 Retiree Health Ins Contribution		\$0.00	
8 PAYMENT RECORDED ON 3-31-23 BUT NOT ON MARCH STATEMENT		\$0.00	
9 State reimb. grant to Op. then paynig down GHD		\$0.00	
10 Transfer from new connections to Operations		\$24,890.00	
11 Transfer from savings to Operations SEF2SEF		\$0.00	
12 Transfer from savings to Operations - VAN METER		\$0.00	
<b>Total Income (reconciled bank deposits)</b>		<b>\$112,005.90</b>	
<b>Total Withdrawals (reconciled withdrawals)</b>		<b>\$85,470.49</b>	
<b>Quick Books Balance - Primary Checking Account</b>		<b>\$57,957.07</b>	<b>As of JULY 31 2023</b>

<b>UBmax Income: Payments Received</b>	
Water payments - w/ late, reconnect fees, adjustments and deposits	\$32,836.78
Sewer Payments	\$32,096.01
SEF Water fees paid	\$7,323.73
SEF Sewer fees paid	\$6,990.05
Water Syst. Loan Fund	\$6,187.44
<b>Total Payments Received</b>	<b>\$85,434.01</b>
<b>Other Income</b>	<b>\$24,890.00</b>
<b>Net Total Income</b>	<b>\$110,324.01</b>

<b>Billing for Sales of Water &amp; Sewer Services</b>					
Date: This Year	<u>July-23</u>		Date: Prior Year	<u>July-22</u>	
	WATER	SEWER		WATER	SEWER
WSLF	\$6,680.14		WSLF	\$6,651.83	
Residential	\$53,449.39	\$39,436.29	Residential	\$30,860.78	\$27,952.69
Commercial	\$9,420.02	\$14,427.05	Commercial	\$6,863.66	\$9,048.70
Sub total W&S only	\$69,549.55	\$53,863.34	Sub total W&S only	\$44,376.27	\$37,001.39
SEF	\$7,868.99	\$7,999.95	SEF	\$7,835.68	\$7,975.45
Sub total	\$77,418.54	\$61,863.29	Sub total	\$52,211.95	\$44,976.84
Reconnect fees	\$0.00		Reconnect fees	\$55.00	
Late Fees	\$2,328.00		Late Fees	\$2,052.00	
Adjustments	-\$405.71		Adjustments	-\$1,173.72	
<b>Total Sales/Use</b>	<b>Jul-23</b>	<b>\$141,204.12</b>	<b>Total Sales/Use</b>	<b>Jul-22</b>	<b>\$98,122.07</b>

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

	Jul 31, 23	Jul 31, 22
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
1004 · Cash in Bank CCUSH - 71	25,531.31	37,215.54
1010 · CCUSH - Business Savings -00	25.01	25.01
1015 · CCUSH - Connection Fees -52	25,202.34	50,043.10
1020 · CCUSH - Meadows Deposits - 51	16,065.70	16,049.67
1050 · Petty Cash	70.13	70.13
<b>Cash in County - Water</b>		
1100 · #2546 SRF Water Proj Loan Fund	294,163.13	233,773.13
1105 · #2547 SRF Payment Reserve F...	83,371.04	83,371.04
1110 · #2548 Davis Grunsky '68 Reserve	4,659.87	4,659.87
1115 · #2549 Davis Grunsky '74 Reserve	18,798.26	18,798.26
1120 · #2550 Tax Revenue Fund-Water	20,147.72	89,184.62
1125 · #2555 SEF - Water	202,789.52	364,633.02
1130 · #2557 T & D Rehab Proj. Fund	25,469.94	25,469.94
<b>Total Cash in County - Water</b>	<b>649,399.48</b>	<b>819,889.88</b>
<b>Cash in County - Sewer</b>		
1135 · #2551 Tax Revenue -Sewer	21,236.22	59,726.13
1140 · #2554 RCSD RECD Grant Sewer	851.73	851.73
1145 · #2556 SEF - Sewer	29,255.08	82,358.17
1150 · #2558 I & I Project Fund-Sewer	6,172.35	6,172.35
1155 · #9855 95 COP Payment Fund-Se...	1,325.71	1,325.71
1160 · #9856 '95 Reserve Fund Sewer	48,795.01	48,795.01
<b>Total Cash in County - Sewer</b>	<b>107,636.10</b>	<b>199,229.10</b>
<b>Total Checking/Savings</b>	<b>823,930.07</b>	<b>1,122,522.43</b>
<b>Other Current Assets</b>		
Prepaid Expenses	3,000.00	3,000.00
Employee Advance	964.00	140.94
Prepaid Rent	700.00	700.00
<b>1300 · Accounts Receivable</b>		
1301 · Allowance for Doubtful Accounts	-4,500.00	-4,500.00
1300 · Accounts Receivable - Other	236,558.45	150,026.53
<b>Total 1300 · Accounts Receivable</b>	<b>232,058.45</b>	<b>145,526.53</b>
1400 · Other Receivables	-1,145.51	-86.00
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
<b>Total Other Current Assets</b>	<b>84,802.53</b>	<b>166,845.06</b>
<b>Total Current Assets</b>	<b>908,732.60</b>	<b>1,289,367.49</b>

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

	Jul 31, 23	Jul 31, 22
<b>Fixed Assets</b>		
<b>Fixed Assets - Water</b>		
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	285,569.58
1735 · Construction in Progress	57,261.00	57,261.00
<b>Total Fixed Assets - Water</b>	5,336,954.70	5,336,954.70
<b>Fixed Assets - Sewer</b>		
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
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	214,322.02
1797 · Construction in Progress	321,495.21	321,495.21
<b>Total Fixed Assets - Sewer</b>	6,081,668.15	6,081,668.15
<b>Accumulated Depreciation-Water</b>	-2,827,450.07	-2,827,450.07
<b>Accumulated Depreciation-Sewer</b>	-3,743,608.49	-3,743,608.49
<b>Total Fixed Assets</b>	4,847,564.29	4,847,564.29
<b>Other Assets</b>		
1900 · COP Issuance Costs	14,165.60	14,165.60
<b>Total Other Assets</b>	14,165.60	14,165.60
<b>TOTAL ASSETS</b>	<b>5,770,462.49</b>	<b>6,151,097.38</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
2000 · Accounts Payable	101,848.38	115,742.51
<b>Total Accounts Payable</b>	101,848.38	115,742.51

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

	Jul 31, 23	Jul 31, 22
<b>Other Current Liabilities</b>		
2115 - Accrued 457b - Employer	0.00	105.00
2120 - Accrued 457b - Employee	0.00	105.00
2125 - Accrued Vacation	14,996.75	14,996.75
2200 - Interest Payable	-2,006.25	10,031.25
2300 - Customer Deposits	14,650.00	14,250.00
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	1,177.22	0.00
<b>Total 24000 - Payroll Liabilities</b>	1,177.22	0.00
<b>Current Portion of Long-Term De</b>	89,085.57	89,085.57
<b>Total Other Current Liabilities</b>	133,763.29	144,433.57
<b>Total Current Liabilities</b>	235,611.67	260,176.08
<b>Long Term Liabilities</b>		
2500 - Loan Payable - SRF Loan	879,750.00	879,750.00
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	-89,085.57
<b>Total Long Term Liabilities</b>	1,362,741.85	1,411,535.34
<b>Total Liabilities</b>	1,598,353.52	1,671,711.42
<b>Equity</b>		
<b>Water Equity</b>		
3050 - Retained Earnings - Water	2,139,314.22	2,139,314.22
3100 - Debt Reserve - Water	378,852.30	378,852.30
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
<b>Total 3200 - Contributed Capital - Water</b>	259,339.12	259,339.12
<b>Total Water Equity</b>	2,777,505.64	2,777,505.64
<b>Sewer Equity</b>		
3000 - Retained Earnings - Sewer	-1,127,850.35	-1,127,850.35
3150 - Debt Reserve - Sewer	50,120.72	50,120.72
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
<b>Total 3300 - Contributed Capital - Sewer</b>	2,804,460.40	2,804,460.40
<b>Total Sewer Equity</b>	1,726,730.77	1,726,730.77
<b>32000 - Retained Earnings</b>	-389,813.18	0.00
<b>Net Income</b>	57,685.74	-24,850.45
<b>Total Equity</b>	4,172,108.97	4,479,385.96
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>5,770,462.49</b>	<b>6,151,097.38</b>

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Redway Community Services District  
**Profit & Loss**  
 July 2023

	Sewer	Water	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Water Charges</b>			
4100 · Residential	0.00	53,043.68	53,043.68
4150 · Commercial	0.00	9,420.02	9,420.02
<b>Total Water Charges</b>	0.00	62,463.70	62,463.70
<b>Sewer Charges</b>			
4200 · Residential	39,436.29	0.00	39,436.29
4250 · Commercial	14,427.05	0.00	14,427.05
<b>Total Sewer Charges</b>	53,863.34	0.00	53,863.34
4500 · Late Charges	0.00	2,328.00	2,328.00
7200 · Interest Income	0.00	4.80	4.80
<b>Total Income</b>	53,863.34	64,796.50	118,659.84
<b>Gross Profit</b>	53,863.34	64,796.50	118,659.84
<b>Expense</b>			
<b>Administrative &amp; General</b>			
5015 · Bank Charges	0.00	35.00	35.00
5020 · Dues & Memberships	0.00	487.00	487.00
<b>Insurance</b>			
5035 · Retiree Health Insurance	210.01	210.01	420.02
5040 · Employee Health Insurance			
Employee Portion Health	-1,391.87	-1,391.87	-2,783.74
5040 · Employee Health Insurance - Other	5,884.31	5,884.31	11,768.62
<b>Total 5040 · Employee Health Insurance</b>	4,492.44	4,492.44	8,984.88
5041 · Employee Life Insurance			
Employee Portion Life	-296.80	-296.80	-593.60
5041 · Employee Life Insurance - Other	461.28	461.28	922.56
<b>Total 5041 · Employee Life Insurance</b>	164.48	164.48	328.96
<b>Total Insurance</b>	4,866.93	4,866.93	9,733.86
5065 · Legal Fees	25.00	25.00	50.00
5070 · Licenses, Permits & Fees	0.00	110.00	110.00
5075 · Mileage/Travel	106.41	106.41	212.82

Redway Community Services District  
Profit & Loss  
July 2023

	Sewer	Water	TOTAL
<b>Office Expense</b>			
5062 · Finance Charges	18.11	18.10	36.21
5081 · Office Expense	422.38	435.38	857.76
5106 · Rent	350.00	350.00	700.00
5135 · Telephone-all phones	183.26	183.27	366.53
5145 · Utilities-pg&e & blue star only	88.13	88.12	176.25
<b>Total Office Expense</b>	1,061.88	1,074.87	2,136.75
<b>5100 · Payroll Taxes</b>	1,738.16	1,528.76	3,266.92
<b>Professional Fees</b>			
5112 · Director Fees	75.00	75.00	150.00
<b>Total Professional Fees</b>	75.00	75.00	150.00
<b>5125 · Retirement</b>	1,422.65	1,422.65	2,845.30
<b>5150 · Wages</b>	12,431.83	12,269.29	24,701.12
<b>Total Administrative &amp; General</b>	21,727.86	22,000.91	43,728.77
<b>Water Treatment</b>			
5215 · Utilities	0.00	9,371.19	9,371.19
5220 · Wages	0.00	5,677.52	5,677.52
5240 · Truck expenses	0.00	291.30	291.30
<b>Total Water Treatment</b>	0.00	15,340.01	15,340.01
<b>Water Trans &amp; Distribution</b>			
5305 · Repairs & Maintenance	0.00	2,504.04	2,504.04
5310 · Supplies	0.00	37.12	37.12
5315 · Utilities	0.00	207.22	207.22
5320 · Wages	0.00	2,265.68	2,265.68
5330 · Tools and Safety Equipment	0.00	320.23	320.23
<b>Total Water Trans &amp; Distribution</b>	0.00	5,334.29	5,334.29
<b>Sewer Treatment</b>			
5405 · Repairs & Maintenance	446.65	0.00	446.65
5410 · Supplies-sewer treatment	14.57	0.00	14.57
5415 · Utilities	3,587.91	0.00	3,587.91
5420 · Wages	8,652.86	0.00	8,652.86
5430 · Tools & Equipment	115.50	0.00	115.50
5440 · Truck Expenses	291.30	0.00	291.30
<b>Total Sewer Treatment</b>	13,108.79	0.00	13,108.79



Redway Community Services District  
**Profit & Loss**  
 July 2023

	Sewer	Water	TOTAL
<b>Sewer Collection</b>			
5510 · Supplies	37.12	0.00	37.12
5515 · Utilities	2,258.81	0.00	2,258.81
5520 · Wages	1,346.24	0.00	1,346.24
<b>Total Sewer Collection</b>	3,642.17	0.00	3,642.17
<b>Total Expense</b>	38,478.82	42,675.21	81,154.03
<b>Net Ordinary Income</b>	15,384.52	22,121.29	37,505.81
<b>Other Income/Expense</b>			
<b>Other Income</b>			
5905 · SEF Fees - Water	0.00	7,868.99	7,868.99
5900 · SEF Fees - Sewer	7,999.95	0.00	7,999.95
4400 · SRF Fees	0.00	6,680.14	6,680.14
<b>Total Other Income</b>	7,999.95	14,549.13	22,549.08
<b>Other Expense</b>			
8300 · Capital Improvements			
8330 · Cap Improvements- Sewer Plant	2,369.15	0.00	2,369.15
<b>Total 8300 · Capital Improvements</b>	2,369.15	0.00	2,369.15
<b>Total Other Expense</b>	2,369.15	0.00	2,369.15
<b>Net Other Income</b>	5,630.80	14,549.13	20,179.93
<b>Net Income</b>	<b>21,015.32</b>	<b>36,670.42</b>	<b>57,685.74</b>

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

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1004 - Cash in Bank CCUSH - 71</b>							18,877.75
Deposit	07/03/2023			ALL PAID	436.95		19,314.70
Deposit	07/03/2023			ALL PAID	1,022.62		20,337.32
Paycheck	07/05/2023	14173	Chaille, Calvin C			1,862.92	18,474.40
Paycheck	07/05/2023	14174	Cherubini, Dru A			783.89	17,690.51
Paycheck	07/05/2023	14175	Cox, Cody R.			2,720.17	14,970.34
Paycheck	07/05/2023	14176	Esget, Douglas R			1,654.53	13,315.81
Paycheck	07/05/2023	14177	Gradin, Glenn A			2,235.74	11,080.07
Paycheck	07/05/2023	14178	Moore, Eric S			1,739.89	9,340.18
Paycheck	07/05/2023	14179	Moore, Marshall C			1,190.44	8,149.74
Paycheck	07/05/2023	14180	Sawboh, Andrew D			871.80	7,277.94
Deposit	07/05/2023			ALL PAID	505.86		7,783.80
Deposit	07/06/2023			ALL PAID	477.67		8,261.47
Deposit	07/06/2023			Deposit	5,143.82		13,405.29
Liability Ch...	07/06/2023	E-pay	United States Treasury	94-1634964 QB Tracking # -420601806		4,657.52	8,747.77
Liability Ch...	07/06/2023	EFT	Employment Development Dep...	800-3247-7		361.77	8,386.00
Liability Ch...	07/06/2023	EFT	Employment Development Dep...	800-3247-7		167.85	8,218.15
Liability Ch...	07/06/2023	14181	Variable Annuity Life Ins. Co.			2,256.01	5,962.14
Deposit	07/07/2023			ALL PAID	292.11		6,254.25
Deposit	07/07/2023			Deposit	3,451.09		9,705.34
Deposit	07/10/2023			ALL PAID	1,949.29		11,654.63
Deposit	07/10/2023			ALL PAID	433.27		12,087.90
Check	07/11/2023	14182	Jungle Gym	3 gym memberships 3months JULY,AUG...		450.00	11,637.90
Deposit	07/11/2023			Deposit	5,581.95		17,219.85
Deposit	07/11/2023			Deposit	9,800.00		27,019.85
Bill Pmt -C...	07/11/2023	14183	AWWA	Member # 412711		487.00	26,532.85
Bill Pmt -C...	07/11/2023	14184	Blue Star	Office 05-1016979		13.00	26,519.85
Bill Pmt -C...	07/11/2023	14185	Copiers Plus	VOID:	0.00		26,519.85
Bill Pmt -C...	07/11/2023	14186	Frontier	ALL- Field Land Lines		546.79	25,973.06
Bill Pmt -C...	07/11/2023	14187	GHD Inc	VOID: INV# 380-0030204	0.00		25,973.06
Bill Pmt -C...	07/11/2023	14188	McMurchie Law Firm	INV#4767		2,961.00	23,012.06
Bill Pmt -C...	07/11/2023	14189	Pacific Gas & Electric	Water Plant & Lift Stfations- May/June bil...		4,875.68	18,136.38
Bill Pmt -C...	07/11/2023	14190	Recology Humboldt County	INV#30581995 - Office		29.76	18,106.62
Bill Pmt -C...	07/11/2023	14191	six rivers portable toilets	INV#163515		165.81	17,940.81
Bill Pmt -C...	07/11/2023	14192	Staples Credit Plan	Acct # 7439 _5-25-23 _ 6-24-23		223.58	17,717.23
Bill Pmt -C...	07/11/2023	14193	SWRCB-DWOCF	T2 ReNewal Eric Moore		110.00	17,607.23
Bill Pmt -C...	07/11/2023	14194	Copiers Plus	INV#149834 Kyocera TaskAlpha 308ci		1,500.00	16,107.23
Deposit	07/12/2023			ALL PAID	693.63		16,800.86
Deposit	07/12/2023			Deposit	7,691.45		24,492.31
Deposit	07/12/2023			Deposit	5,289.94		29,782.25
Deposit	07/12/2023			Deposit	550.00		30,332.25
Deposit	07/13/2023			ALL PAID	746.15		31,078.40
Deposit	07/13/2023			ALL PAID	629.45		31,707.85

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

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Deposit	07/14/2023			Deposit	3,030.44		34,738.29
Deposit	07/17/2023			ALL PAID	1,309.20		36,047.49
Deposit	07/17/2023			ALL PAID	414.00		36,461.49
Bill Pmt -C...	07/17/2023	14195	SDRMA	73573 WC 2023-2024		14,813.00	21,648.49
Check	07/17/2023	14196	Michael McKaskle	RREDC JUNE 23 + mileage		140.98	21,507.51
Check	07/18/2023	14197	Moore, Marshall C	Employee advance on 7-18-23		300.00	21,207.51
Liability Ch...	07/18/2023	E-pay	United States Treasury	94-1634964 QB Tracking # -103190806		4,516.84	16,690.67
Liability Ch...	07/18/2023	EFT	Employment Development Dep...	800-3247-7		330.96	16,359.71
Liability Ch...	07/18/2023	EFT	Employment Development Dep...	800-3247-7		163.75	16,195.96
Liability Ch...	07/18/2023	14204	Variable Annuity Life Ins. Co.			2,218.49	13,977.47
Deposit	07/18/2023			Deposit	4,219.70		18,197.17
Check	07/18/2023	14205	Moore, Marshall C	mileage 6-19~7-18		121.84	18,075.33
Liability Ch...	07/19/2023		QuickBooks Payroll Service	Created by Payroll Service on 07/18/2023		4,794.75	13,280.58
Deposit	07/19/2023			ALL PAID	325.83		13,606.41
Check	07/19/2023	14206	Dian Griffith	Regular Board Meeting JULY 19, 2023		50.00	13,556.41
Check	07/19/2023	14207	Michael McKaskle	Regular Board Meeting JULY 19, 2023		50.00	13,506.41
Check	07/19/2023	14208	Marie Etherton	Regular Board Meeting JULY 19, 2023		50.00	13,456.41
Deposit	07/19/2023			Deposit	3,876.29		17,332.70
Paycheck	07/20/2023	DD1311	Chaille, Calvin C	Direct Deposit	0.00		17,332.70
Paycheck	07/20/2023	DD1312	Cherubini, Dru A	Direct Deposit	0.00		17,332.70
Paycheck	07/20/2023	14203	Cox, Cody R.			2,720.17	14,612.53
Paycheck	07/20/2023	14198	Esget, Douglas R			1,741.95	12,870.58
Paycheck	07/20/2023	DD1313	Gradin, Glenn A	Direct Deposit	0.00		12,870.58
Paycheck	07/20/2023	14200	Moore, Eric S			1,268.96	11,601.62
Paycheck	07/20/2023	14201	Moore, Marshall C			911.73	10,689.89
Paycheck	07/20/2023	14202	Sawboh, Andrew D			1,008.80	9,681.09
Liability Ch...	07/20/2023	EFT	Employment Development Dep...	699-0588-3		17.84	9,663.25
Deposit	07/20/2023			ALLPAID	1,783.80		11,447.05
General Jo...	07/20/2023	GAG		Johnson and Burns hookup fees to opera...	24,890.00		36,337.05
General Jo...	07/20/2023	GAG		QB July fees		35.00	36,302.05
Deposit	07/21/2023			ALL PAID	647.87		36,949.92
Deposit	07/24/2023			ALL PAID	648.71		37,598.63
Deposit	07/24/2023			ALL PAID	50.32		37,648.95
Bill Pmt -C...	07/25/2023	142109	Pace Supply	inv#028631194, 28637882, 28660209		2,832.43	34,816.52
Bill Pmt -C...	07/25/2023	14212	Umpqua Bank	June Billing		550.96	34,265.56
Paycheck	07/25/2023	14213	Cox, Cody R.			2,427.71	31,837.85
Deposit	07/25/2023			Deposit	8,703.48		40,541.33
Bill Pmt -C...	07/25/2023	14214	Anderson Lucas Sommerville & ...	INV# 61661 Preliminary billing on annual ...		6,500.00	34,041.33
Bill Pmt -C...	07/25/2023	14215	Blue Star	Office 05-1016979		25.51	34,015.82
Bill Pmt -C...	07/25/2023	14216	C& K	32585		192.33	33,823.49
Bill Pmt -C...	07/25/2023	14217	Copiers Plus	INV#21954 Kyocera Toner and Waste to...		451.47	33,372.02
Bill Pmt -C...	07/25/2023	14218	Dazey's/Stephen's	june 2023 Billing		42.44	33,329.58
Bill Pmt -C...	07/25/2023	14219	Jamie Corsetti, CPA	INV#12229 year end acct, audit assist		306.25	33,023.33

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

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -C...	07/25/2023	14220	Milt's Saw Shop	INV#2023-		293.54	32,729.79
Bill Pmt -C...	07/25/2023	14221	Napa Auto Parts	INV# 901281, 903127		294.89	32,434.90
Bill Pmt -C...	07/25/2023	14222	NTU Technologies	INV# 12426 Pro pac 9800 1 drum		1,032.00	31,402.90
Bill Pmt -C...	07/25/2023	14223	Pacific Gas & Electric	WastePlant,Evergreen B&LS, Office		4,097.70	27,305.20
Bill Pmt -C...	07/25/2023	14225	Security Lock & Alarm	INV#220017286		231.00	27,074.20
Bill Pmt -C...	07/25/2023	14226	SUSP	INV# 1548 RedwayCSD - Rate Study - Fi...		9,425.00	17,649.20
Bill Pmt -C...	07/25/2023	14227	Valley Pacific	195225 JUNE 2023		898.12	16,751.08
Bill Pmt -C...	07/25/2023	14228	vehicle registration collections	6mkd63220211		464.00	16,287.08
Bill Pmt -C...	07/25/2023	14229	Verizon	CELL PHONE month billing - june5 - july4		261.60	16,025.48
Bill Pmt -C...	07/25/2023	14230	Verizon One Talk	DESK PHONE month billing -JUNE 8 - J...		104.93	15,920.55
Bill Pmt -C...	07/25/2023	14231	Wyckoff's-Fortuna	Customer #2-7001 6-30-23 statement		59.45	15,861.10
Deposit	07/26/2023			ALL PAID	220.71		16,081.81
Deposit	07/26/2023			ALL PAID	1,378.03		17,459.84
Deposit	07/26/2023			Deposit	9,013.97		26,473.81
Liability Ch...	07/27/2023	E-pay	United States Treasury	94-1634964 QB Tracking # 311561194		632.48	25,841.33
Liability Ch...	07/27/2023	EFT	Employment Development Dep...	800-3247-7		50.95	25,790.38
Liability Ch...	07/27/2023	14232	Variable Annuity Life Ins. Co.			361.01	25,429.37
Liability Ch...	07/27/2023	14233	California State Disbursement U...	Case #0230052791-01		777.22	24,652.15
Liability Ch...	07/27/2023	14234	Franchise Tax Board	641633706534050444		400.00	24,252.15
Bill Pmt -C...	07/27/2023	14240	Humboldt County Planning	address assignment WTP balance		13.00	24,239.15
Bill Pmt -C...	07/27/2023	14236	Jim's Quality Quick Lube	Black Dodge used rear end finished		582.60	23,656.55
Bill Pmt -C...	07/27/2023	14237	North Coast Labs	JUNE 2023 Statement		4,330.00	19,326.55
Bill Pmt -C...	07/27/2023	14238	Parkinson Building Materials	INV# 127503 unload/load fee		25.00	19,301.55
Bill Pmt -C...	07/27/2023	14239	True Value	1451		68.54	19,233.01
Check	07/28/2023	14241	Moore, Marshall C	Employee Advance 07-28-23		500.00	18,733.01
Deposit	07/28/2023			ALL PAID	975.71		19,708.72
Deposit	07/28/2023			Deposit	2,342.06		22,050.78
Deposit	07/31/2023			ALL PAID	602.10		22,652.88
Deposit	07/31/2023			ALL PAID	479.32		23,132.20
Deposit	07/31/2023			Deposit	2,399.11		25,531.31
Total 1004 - Cash in Bank CCUSH - 71					112,005.90	105,352.34	25,531.31
<b>TOTAL</b>					<b>112,005.90</b>	<b>105,352.34</b>	<b>25,531.31</b>

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**Redway Community Services District**  
**Reconciliation Summary**  
**1004 - Cash in Bank CCUSH - 71, Period Ending 07/31/2023**

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	<u>Jul 31, 23</u>
Beginning Balance	31,421.66
Cleared Transactions	
Checks and Payments - 64 items	-85,470.49
Deposits and Credits - 42 items	112,005.90
Total Cleared Transactions	<u>26,535.41</u>
Cleared Balance	<u>57,957.07</u>
Uncleared Transactions	
Checks and Payments - 33 items	-32,453.51
Total Uncleared Transactions	<u>-32,453.51</u>
Register Balance as of 07/31/2023	<u>25,503.56</u>
New Transactions	
Checks and Payments - 13 items	-22,139.59
Total New Transactions	<u>-22,139.59</u>
Ending Balance	<u>3,363.97</u>

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1010 - CCUSH - Business Savings -00</b>							25.01
Total 1010 - CCUSH - Business Savings -00							25.01
<b>1015 - CCUSH - Connection Fees -52</b>							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
Deposit	04/30/2023			Interest	4.12		50,080.53
Deposit	05/31/2023			Interest	4.25		50,084.78
Deposit	06/30/2023			Interest	4.12		50,088.90
General Jour...	07/20/2023	GAG		Johnson and Burns hookup fees to operations		24,890.00	25,198.90
Deposit	07/31/2023			Interest	3.44		25,202.34
Total 1015 - CCUSH - Connection Fees -52					53.49	24,890.00	25,202.34
<b>1020 - CCUSH - Meadows Deposits - 51</b>							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
Deposit	04/30/2023			Interest	1.32		16,061.66
Deposit	05/31/2023			Interest	1.36		16,063.02
Deposit	06/30/2023			Interest	1.32		16,064.34
Deposit	07/31/2023			Interest	1.36		16,065.70
Total 1020 - CCUSH - Meadows Deposits - 51					17.39	0.00	16,065.70
<b>Cash in County - Water</b>							858,139.88
<b>1100 - #2546 SRF Water Proj Loan Fund</b>							272,023.13
General Jour...	07/11/2022	GAG		JULY 2022 Payment		38,250.00	233,773.13
General Jour...	08/01/2022	GAG		TRF from 2555 OCT<NOV<DEC 2021 - JAN<FEB<MARCH 2022	39,918.00		273,691.13
Check	04/27/2023	14033	SRF Water Project Loan Fund #2546	For Deposit to fund #2546 For APR,MAY, JUNE 2022	20,472.00		294,163.13
Total 1100 - #2546 SRF Water Proj Loan Fund					60,390.00	38,250.00	294,163.13
<b>1105 - #2547 SRF Payment Reserve Fund</b>							83,371.04
Total 1105 - #2547 SRF Payment Reserve Fund							83,371.04
<b>1110 - #2548 Davis Grunsky '68 Reserve</b>							4,659.87
Total 1110 - #2548 Davis Grunsky '68 Reserve							4,659.87
<b>1115 - #2549 Davis Grunsky '74 Reserve</b>							18,798.26
Total 1115 - #2549 Davis Grunsky '74 Reserve							18,798.26

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1120 - #2550 Tax Revenue Fund-Water</b>							
General Jour...	08/01/2022	GAG		transfer to SEF Water Oct 21 through March 22		46,970.00	89,184.62
General Jour...	09/30/2022	Prop Tax			1,215.49		42,214.62
General Jour...	12/01/2022	GAG				23,282.39	43,430.11
Total 1120 - #2550 Tax Revenue Fund-Water					1,215.49	70,252.39	20,147.72
<b>1125 - #2555 SEF - Water</b>							
General Jour...	08/01/2022	GAG		SEF PYMTS OCT<NOV<DEC 2021<JAN<FEB<MARCH 2022	46,970.00		364,633.02
General Jour...	08/01/2022	GAG		transfer to SRF		39,918.00	411,603.02
General Jour...	09/22/2022	GAG		1/4 cost of pavement project to Meadows tank		15,942.50	371,685.02
General Jour...	11/16/2022	GAG		Transfer to Operstion to cover any shortages		30,000.00	355,742.52
General Jour...	01/19/2023	GAG		Transfer from savings to Operations		25,000.00	325,742.52
General Jour...	02/27/2023	GAG		Transfer to operations from Water SEF		20,000.00	300,742.52
General Jour...	04/21/2023	Transfer		Transfer to Operations		21,000.00	280,742.52
General Jour...	04/24/2023	Transfer		Transfer to Operations - Van Meter Briceleand Road 04-2023		13,000.00	259,742.52
General Jour...	04/26/2023	Transfer		Transfer to operations for transfer back to savings		67,497.00	246,742.52
Check	04/27/2023	14032	SEF Water	Acct# 2555000- APR, MAY, JUNE 2022	23,544.00		179,245.52
Total 1125 - #2555 SEF - Water					70,514.00	232,357.50	202,789.52
<b>1130 - #2557 T &amp; D Rehab Proj. Fund</b>							
Total 1130 - #2557 T & D Rehab Proj. Fund							25,469.94
Total Cash in County - Water					132,119.49	340,859.89	25,469.94
<b>Cash in County - Sewer</b>							
<b>1135 - #2551 Tax Revenue -Sewer</b>							
General Jour...	08/31/2022	GAG		USDA LOAN PAYMENT AUG 2022		40,537.50	199,229.10
General Jour...	09/30/2022	Prop Tax			2,047.59		59,726.13
Total 1135 - #2551 Tax Revenue -Sewer					2,047.59	40,537.50	19,188.63
Total 1140 - #2554 RCSD RECD Grant Sewer							21,236.22
<b>1145 - #2556 SEF - Sewer</b>							
General Jour...	08/02/2022	County		payment for GHD 380-0008554, 0011392, 0013574		35,963.87	851.73
General Jour...	09/22/2022	GAG		GHD 380-0016065, 380-0017686		30,145.22	851.73
General Jour...	01/22/2023	GAG		MIKSIS Clean Sanitary sewer INV#110227		10,960.00	
Check	04/27/2023	14034	SEF Sewer	Acct# 2556000-800940 SEF SEWER APR,MAY,JUNE2022	23,966.00		82,358.17
Total 1145 - #2556 SEF - Sewer					23,966.00	77,069.09	46,394.30
<b>1150 - #2558 I &amp; I Project Fund-Sewer</b>							
Total 1150 - #2558 I & I Project Fund-Sewer							16,249.08
<b>1155 - #9855 95 COP Payment Fund-Sewer</b>							
Total 1155 - #9855 95 COP Payment Fund-Sewer							5,289.08
<b>1160 - #9856 '95 Reserve Fund Sewer</b>							
Total 1160 - #9856 '95 Reserve Fund Sewer							29,255.08
Total Cash in County - Sewer					26,013.59	117,606.59	6,172.35
<b>TOTAL</b>					<b>158,203.96</b>	<b>483,356.48</b>	<b>798,328.63</b>

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

Type	Date	Memo	Amount
<b>1300 - Accounts Receivable</b>			
Deposit	07/03/2023	ALL PAID	-436.95
Deposit	07/03/2023	ALL PAID	-1,022.62
Deposit	07/05/2023	ALL PAID	-505.86
Deposit	07/06/2023	ALL PAID	-477.67
Deposit	07/06/2023	Deposit	-5,143.82
Deposit	07/07/2023	ALL PAID	-292.11
Deposit	07/07/2023	Deposit	-3,451.09
Deposit	07/10/2023	ALL PAID	-1,949.29
Deposit	07/10/2023	ALL PAID	-433.27
Deposit	07/11/2023	Deposit	-5,581.95
Deposit	07/11/2023	Deposit	-9,800.00
Deposit	07/12/2023	ALL PAID	-693.63
Deposit	07/12/2023	Deposit	-7,691.45
Deposit	07/12/2023	Deposit	-5,289.94
Deposit	07/12/2023	Deposit	-550.00
Deposit	07/13/2023	ALL PAID	-746.15
Deposit	07/13/2023	ALL PAID	-629.45
Deposit	07/14/2023	Deposit	-3,030.44
Deposit	07/17/2023	ALL PAID	-1,309.20
Deposit	07/17/2023	ALL PAID	-414.00
Deposit	07/18/2023	Deposit	-4,219.70
Deposit	07/19/2023	ALL PAID	-325.83
Deposit	07/19/2023	Deposit	-3,876.29
Deposit	07/20/2023	ALLPAID	-1,783.80
Deposit	07/21/2023	ALL PAID	-647.87
Deposit	07/24/2023	ALL PAID	-648.71
Deposit	07/24/2023	ALL PAID	-50.32
Deposit	07/25/2023	Deposit	-8,703.48
Deposit	07/26/2023	ALL PAID	-220.71
Deposit	07/26/2023	ALL PAID	-1,378.03
Deposit	07/26/2023	Deposit	-9,013.97
Deposit	07/28/2023	ALL PAID	-975.71
Deposit	07/28/2023	Deposit	-2,342.06
Deposit	07/31/2023	ALL PAID	-602.10
Deposit	07/31/2023	ALL PAID	-479.32
Deposit	07/31/2023	Deposit	-2,399.11
Total 1300 - Accounts Receivable			-87,115.90
<b>TOTAL</b>			<b>-87,115.90</b>

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

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
<b>Advanced Security Systems</b>	117.00	0.00	0.00	0.00	0.00	117.00
<b>Calpers</b>	11,354.29	0.00	0.00	0.00	0.00	11,354.29
<b>colonial Life</b>	888.90	0.00	0.00	0.00	0.00	888.90
<b>Copiers Plus</b>	0.00	1,916.00	0.00	0.00	0.00	1,916.00
<b>Fire Risk Management Services</b>	904.22	0.00	0.00	0.00	0.00	904.22
<b>GHD Inc</b>	2,369.15	10,028.03	8,033.03	290.89	27,392.27	48,113.37
<b>Johnson Propereties</b>	700.00	700.00	0.00	0.00	0.00	1,400.00
<b>Kevin Tupes Fabrication</b>	2,504.04	0.00	0.00	0.00	0.00	2,504.04
<b>Pacific Gas &amp; Electric</b>	6,602.49	0.00	0.00	0.00	0.00	6,602.49
<b>Randall Sand &amp; Gravel</b>	446.65	0.00	0.00	0.00	0.00	446.65
<b>SDRMA</b>	0.00	27,601.42	0.00	0.00	0.00	27,601.42
<b>TOTAL</b>	<u><u>25,886.74</u></u>	<u><u>40,245.45</u></u>	<u><u>8,033.03</u></u>	<u><u>290.89</u></u>	<u><u>27,392.27</u></u>	<u><u>101,848.38</u></u>

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**Redway Community Services District**  
**Payroll Details by Account**  
 July 2023

	<u>Jul 23</u>	<u>Jul 22</u>	<u>Jul 23</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
<b>Administrative &amp; General</b>			
<b>Insurance</b>			
5035 · Retiree Health Insurance	420.02	498.88	420.02
5040 · Employee Health Insurance	11,768.62	17,980.58	11,768.62
5045 · Workers' Comp	0.00	11,579.35	0.00
<b>Total Insurance</b>	12,188.64	30,058.81	12,188.64
5100 · Payroll Taxes	3,266.92	3,029.13	3,266.92
5150 · Wages	24,701.12	18,699.28	24,701.12
<b>Total Administrative &amp; General</b>	40,156.68	51,787.22	40,156.68
<b>Water Treatment</b>			
5220 · Wages	5,677.52	7,182.49	5,677.52
<b>Total Water Treatment</b>	5,677.52	7,182.49	5,677.52
<b>Water Trans &amp; Distribution</b>			
5320 · Wages	2,265.68	4,797.14	2,265.68
<b>Total Water Trans &amp; Distribution</b>	2,265.68	4,797.14	2,265.68
<b>Sewer Treatment</b>			
5420 · Wages	8,652.86	8,004.09	8,652.86
<b>Total Sewer Treatment</b>	8,652.86	8,004.09	8,652.86
<b>Sewer Collection</b>			
5520 · Wages	1,346.24	234.01	1,346.24
<b>Total Sewer Collection</b>	1,346.24	234.01	1,346.24
<b>Total Expense</b>	58,098.98	72,004.95	58,098.98
<b>Net Ordinary Income</b>	-58,098.98	-72,004.95	-58,098.98
<b>Net Income</b>	<b>-58,098.98</b>	<b>-72,004.95</b>	<b>-58,098.98</b>

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## Past Due List Status

<b>Past Due Status at end of billing cycle</b>	<b>amount</b>
Number of accounts on the past due list	108
The Average Bill	\$986.69
The Median Bill	\$618.94
Low Balance at 90 days	\$7.49
High Balance at 90 days	\$6,972.15
Current balance Past Due List	\$106,562.28
Current Balance of at 90 days	\$55,864.28
Addresses currently off	17

<b>Past Due status as of 6-30-23</b>	<b>amount</b>
Number of accounts on the past due list	98
The Average Bill	\$889.36
The Median Bill	\$519.00
Low Balance at 90 days	\$100.66
High Balance at 90 days	\$7,650.15
Current balance Past Due List	\$87,156.98
Current Balance of at 90 days	\$53,919.04
Addresses currently off	11

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

August 9th, 2023,

General Manager's Report

### *Drought*

The California Drought Monitor is reporting that we are just barely in the Abnormally dry category for Humboldt and Del Norte County. We have declared Stage 2 Conservation. On the NINIS "National Integrated drought System" they are now able to present a Multi Indicator drought Index. On their website they list this as experimental, I believe this index is much more accurate, I believe they will be using this technology for reporting on drought across the US sooner than later. MIDI puts us into more of a D1 and D2. D1 being Moderate Drought, and D2 being severe drought.

It is important for this to be reported on an annual basis so that we will be able to reference how long we have been reporting these conditions. Right now, the Miranda gage is reporting 24 CFS. Earlier in the month I reported the gage was at 16 CFS. I visited the page again and the equipment was not reporting. We contacted the office and they recalibrated. When the equipment was back online the reported CFS flow was slightly lower. We have recently declared Stage 2 Water Conservation. I declared this toward the end of July because we were using the Legget USGS Gage which was reporting 16 CFS.

[Water Conservation Stage Two](#) is also referred to as a "Mandatory Conservation Declaration" and applies during periods when a reasonable probability exists that the District will not be able to meet all of the water demands of its Customers.

**Water Conservation Stage Two may be caused by, but is not limited to, any or all of the following circumstances or events:**

- 1) A regional water supply shortage exists, and a public outreach campaign is being implemented asking or requiring all Persons to reduce water use.
- 2) Delivery infrastructure such as storage reservoirs, pipes, pumps, filtration devices or groundwater wells are inoperable or unusable (such as by power outages, mechanical failure, or contamination);
- 3) Declaration of mandatory water conservation measures by an authority other than the District, such as the California State Water Resources Control Board (SWRCB)
- 4) River flows fall below 20 cfs (at Miranda gauge)



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- 5) When system delivery pumps are required to operate more than 18 hours for three consecutive days in order to meet demand.

*Department of Water Resources, Emergency Water Storage, and supply project Grant,*

The Water Storage and Supply Grant is moving along as well as could be expected. The scope itself is in the hands of the DWR Senior reviewer. After this we should move into CEQA quickly. We should have a Categorical Exemption since we will be working in an existing District footprint.

*State Water Resource Control Board, Wastewater Improvements Grant*

We are still in the 60% design currently. There will be more to report after we meet again with GHD.

*New Connections, and Accounts not connected to the Sewer System,*

773 Forest Dr. has Received its new connections and they are online. This service address has also received the proper backflow assembly after the meter installation. 1011 Redway has received a new sewer lateral connection as well. This is a property that should have received a sewer lateral connection in years past but did not, we were made aware of this and have corrected it. Both of these service accounts have been updated in the GIS Mapping as well.

*1911 Barnett Court/Commercial Agriculture*

The Ordinance Committee met on 7/31/23 and the agenda that was as follows:

- 1) Evergreen Exotics LLC is requesting a will serve letter from the Redway Community Services District for a new 5,000 SQ FT indoor Commercial Cultivation Operation.

The operation would be receiving potable water for this operation from the Redway Community Services District, as well as receiving Sanitary Sewer Flows from this operation, which will require source control language for the Sewer connection.



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- 2) **Water:**  
Onsite stored water, as well as potable water from the Redway Community Services District will be used. There will be 8 - 5,000-gallon water Tanks on site. And then there will be two mixing tanks downstream of it for mixing in the water-soluble fertilizer. The total water storage is 40,000 gallons. This is to be used during emergency drought conditions. This operation plans to use a total of 182,500 gallons annually for the operation. Of that 91,250 gallons will be supplemented from the dehumidifiers that will be online. So, total monthly water usage does not exceed 1,016.60 CU FT/Month for this suggested Cultivation Operation. The Temporary suspension of water or "forbearance" used from the District's Water distribution System will be from the end of June to the end of October, the water for irrigation during this period would be sourced from the onsite storage tanks.
- 3) **Sanitary Sewer Source Control:** The three "P" s. Nothing but Pee, Poop, and Paper are allowed into the Sanitary Sewer Collection System here in Redway.
- 4) **Inspection(s):** The District would at minimum request that District personnel be allowed to inspect once each year. "Discussion" ...
- 5) **Cross Connection Control:**  
This operation will require a Reduced Pressure Principal Backflow Prevention Assembly installed Directly after the new water meter that will be installed. The onsite tanks will also require air gap Cross Connection Control.

#### GM Recommendation

The takeaways for me at this committee meeting was a focus on water usage 1,016.60 CU FT/Month, with a forbearance period/window, and a Cross Connection Control Program in place. I am in support of a 4-month forbearance period, I think that is reasonable with maybe a shift in this window leaning more toward the end of October for the end of the forbearance.

I do not believe we need an AG Meter here. We will have what is called an INOV8 meter in along with a Reduced Pressure Principal Backflow prevention assembly device. This smart meter that will be installed will be able to alarm us at whatever set points that we set this account at. I believe it to be much simpler if we were to just keep this meter on.

By leaving the meter on with set points/alarms we would have full control of enforcement measurements. The language and enforcement measures/fines need to be spelled out in the new Ordinance Literature for commercial agriculture accounts.



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### *Compliance Project*

I will be submitting my final report and Certification of Completion before October 1<sup>st</sup>, 2023.

The rehabilitation of the Redway CSD collection system will be an ongoing effort after approval of the final report. Rehabilitation will begin with those problem areas that provide the most cost-effective reduction I/I. There are I/I contributors that will simply require removing a roof drain from a cleanout or re-sealing a manhole lid or raising the manhole ring. The highest priority rehabilitations will be those that contribute the most stormwater to the system and cost the least to resolve.

Redway CSD will allocate a portion of the annual budget toward this program. One of the indicators that the annual budget is sufficient will be that the list of contributors will shrink over time. A second indicator will be that the Unitized Zonal I/I flow volumes will also reduce overtime. Redway CSD will work with contractors to identify the most appropriate technology for rehabilitating identified issues.

There are many technologies available for rehabilitating collection systems. Slip lining, trenchless main replacement, storm drain, and pavement rehabilitation, manhole sealing, and lateral grouting are a few of the available technologies that will be considered.

Regards,

*Cody Cox*

*General Manager*

*R.C.S.D.*

To: RCSD Board of Directors

Office Manager's Memo

AUGUST 16<sup>th</sup>, 2023

Zoom Meetings. Based on the reaction to the appearance of public guests at the last board meeting I am suggesting ending Zoom meetings for our monthly board meetings. If one of our board members decided to join in from a remote location for the meeting an agenda must be posted, and members of the public are allowed to join them at their place of participation for the meeting. Preparing and hosting the Zoom meeting takes time and you are aware of some of the issues that we have had in setting up for the meetings. We need to encourage written comments and public attendance to our meetings. We can always supply masks and hand sanitizer, space people 6' apart as much as feasible, limit the amount of people that can be in the meeting room at one time to six and rotate them through. Written comments should be received by 1pm of the day of the meeting and may be read at the public comment portion of the meeting or on a specific agenda item.

Credit card processing. For the month of July, we had 76 transactions with a value of \$15,525.07. In June, we had 70 transactions with a value of \$14,110.75. 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# is a004ye. This is a code number that identifies us, Redway Community Services District.

Profit to Loss. July 1<sup>st</sup>, 2022, to June 30<sup>th</sup>, 2023, is 100% of the fiscal year. Income was \$963,903.00 which is 93%. Tax revenue has been estimated using 2021 numbers. \$1,031,461 was the budgeted income for 2022/2023. Expenses were \$1,268,905 which is 123% of the projected income or 106% of the projected expenses for the 2022/2023 fiscal year.

Billing and Allocations. Our past due for the month of July was \$98,428.65 June was \$91,442.04. It appears that the past due fluctuates around \$10,000 up or down every month from 3-2020. The high in April 2023 was \$99,000 from \$37,000 in March 2020, the month the pandemic started.

2021-2022 Audit. We have the draft audit, and it is in the packet.

2023/2024 Budget. After we update the accounts with the county and post the most recent transactions to our savings accounts with the county, we will be able to provide a good number for the 23-24 fiscal year budget. We will continue to reconcile reports for the savings accounts as they come in and provide a good number for the income from the tax revenue. We need reports from

the county and time to clear invoices dated 6-30-2023 to begin. Then we will start the audit process for 2022/2023

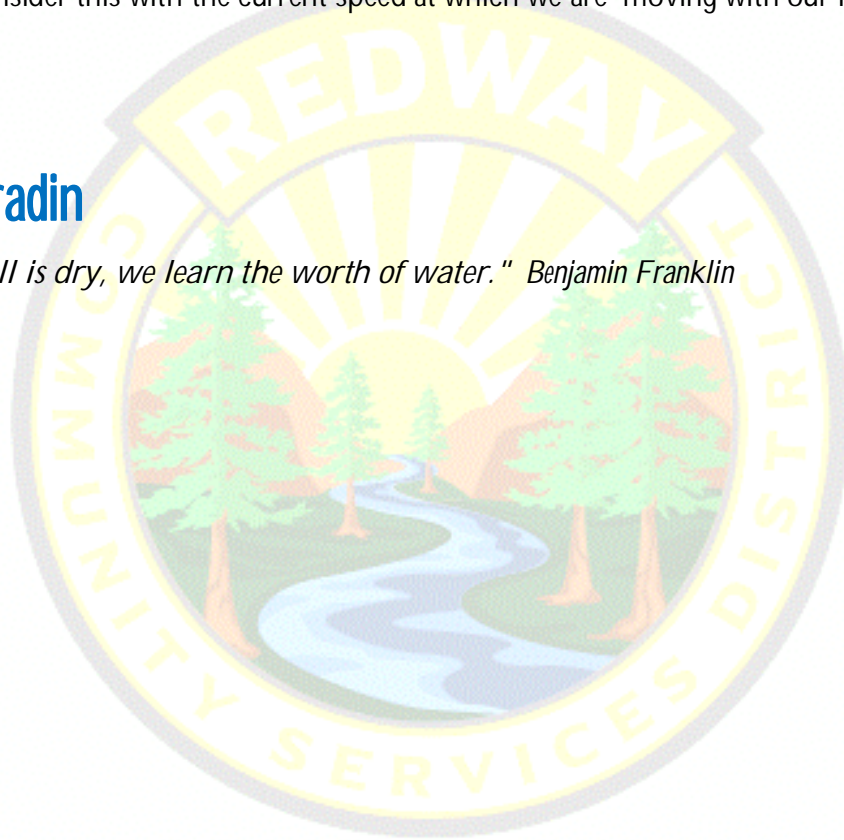
Past Due accounts. Starting in June we were instructed to adhere to the ordinances regarding 48-hour notices, shut-offs and restoring services. Five shut offs are going out a week starting with the highest balances first. Some of these accounts at the high end of the past due list are already turned off.

Professional Services Deposits. For some time, we have had a retainer of \$3000.00 with Somach Simmons and Dunn. I have been asked to retrieve it. It is on its way back and has not been received as of the writing of this memo. We have had this retainer with the firm since May of 2016. Maybe we should reconsider this with the current speed at which we are moving with our legal team.

Respectfully,

**Glenn Gradin**

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





## Water Treatment

Operations are under normal conditions. We are still at 350 gallons per minute, I thought that we would have to throttle down by now, but we have not had to. Our CPO has reported this to me. He said that he expects it to happen soon though. The static wet well level is sitting right around 8.5 with a pumping wet well level of 7.5.

## Wastewater Treatment

Wastewater Plant operations are under normal operating conditions.

## Wastewater Collection

We have completed the two sewer lateral connections as discussed in the GM Report on Redway Drive, and Forest Lane. As I mentioned in the last Operations report, we have fallen a little behind in sewer inspections for I&I, as well as lateral inspections. While I was onsite at the leak on Pacific Street, I met some residents that had some sewer inspection requests, and one was for 228 Pacific. This resident has requested an inspection in the past and said that she did not receive one. The District will be conducting a full inspection of this neighborhood and add the information to our GIS Map.

## Water Distribution

We have been very busy with leaks, as I am sure you are all aware of. We have made progress with the Pacific Street leak, and we are currently behind the home cooking building, and the crew found the 4" main there which we were hoping to find "remember this line is not on any of our maps" it will be soon. We have uncovered three more leaks while looking for this main. The District will not be repairing but replacing all of this infrastructure. We will be installing a new 4" gate valve which will be in line with the other installed valve on Pacific Street, and then install a new saddle or saddles, depending on what else we find, with the correct shutoffs and laterals for that building/account. After that is complete, we will be installing clean fill, locate line, and a valve box.

*Cody Cox G.M*

*R.C.S.D.*

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## Redway CSD – Production/Treatment Activity

**August 9, 2023**

Unit of measure is gallons:

### Water Production Report: For July 2023

	<b>Water Produced</b>	<b>District Use</b>	<b>Unmetered</b>	<b>Sold</b>	<b>Daily Avg.</b>
May 2021	6,575,031	558,080	2,333,320	3,683,631	212,098
May 2022	4,532,882	407,728	508,963	3,616,191	146,222
May 2023	4,642,290	968,283	1,024,067	2,649,940	149,751
Jun 2021	7,385,152	649,006	2,183,766	4,552,380	246,172
Jun 2022	5,060,068	394,545	1,576,133	3,089,390	168,669
Jun 2023	4,977,835	1,481,976	486,034	3,009,825	165,928
Jul 2021	7,739,474	783,709	561,509	6,394,256	249,660
Jul 2022	6,103,560	481,696	1,601,431	4,020,433	196,889
Jul 2023	6,297,826	739,638	819,713	4,738,475	203,156

### Wastewater Treatment Report: For July 2023

	<b>Influent</b>	<b>Effluent</b>	<b>Difference</b>
Apr 2023	6,205,756	5,619,054	586,702
May 2023	4,655,963	4,064,057	591,906
Jun 2023	4,103,861	3,668,901	434,960
Jul 2023	3,901,178	3,492,017	409,161

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MAY 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 5-1-23

## SECTION 2

### Flammables Storage

Check fuel tanks for leaks

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

Date 5-2-23

## SECTION 3

### Work Areas

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

Date 5-2-23

## SECTION 4

### Electrical Equipment

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

Date 5-4-23

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 5-5-23

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 5-2-23

SECTION 7

**Environment & Personal Protective Devices**

There is adequate lighting & ventilation available when applicable.  
MSDS 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

DE  
DE  
DE  
DE  
DE  
DE

Date 5-8-23

Any Incidents to Report for month

NONE

Signature

[Handwritten Signature]

Date 6-8-23

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.

<b>Check (✓) if the Program was <u>Training</u></b>		<b>Check (✓) if the Program was a <u>Safety Meeting</u></b>	
<b>Training/Safety Meeting Subject(s):</b> LOCKOUT - TAG OUT			
<b>Certificate Issued (circle answer):</b> Yes <input type="radio"/> No <input checked="" type="radio"/>			
<b>Training/Meeting Date:</b> 5-10-23		<b>Training Instructor/Meeting Leader Name(s):</b> D. ESGET	
<b>Description of Training Provided or Safety Meeting Topic(s):</b> ELECTRICAL POWER ISOLATION			
<b>Course or Meeting Handouts (attach to this form):</b>			

Employee Name (PRINT)	Employee Name (SIGNATURE)
MARSHALL SICK	
DOUGLAS LESGOT	<i>Douglas Sick</i>
Eric Moore	<i>Eric Moore</i>
Calvin C. Chaille	<i>Calvin C. Chaille</i>
Cory Cox	<i>Cory Cox</i>
Andrew Sawbock	<i>Andrew Sawbock</i>

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



# SAFETY

## talk



## ➤ Lockout Tagout

Many of the most severe injuries, including amputations, electrocutions, and permanent disfigurement, result from the failure to properly de-energize equipment before servicing or cleaning. This Safety Talk will help you understand the basic requirements of Cal/OSHA's lockout/tagout standard designed to prevent these types of injuries.

### WHAT IS LOCKOUT/TAGOUT (LOTO)

LOTO is a set of procedures for *authorized* employees to follow to ensure that machines or equipment being serviced do not unexpectedly move or become energized potentially injuring an employee or causing equipment damage. Only authorized and trained employees may initiate the LOTO protocol.

The full Cal/OSHA requirements are detailed in [Title 8 3314](#) but are summarized below.

### REQUIRED STEPS

#### 1. Notify

The first step is to notify anyone who might be affected by the shutdown so they can be aware and take precautions, if necessary.

#### 2. De-energize the machine/ equipment

To work safely, all hazardous energy sources must be identified and controlled so that no machine or machine part can move, and no stored energy can be released unexpectedly. Electrical circuits must be turned off and stored energy must be discharged to prevent an injury.

Stored energy can be in the form of a compressed spring from an overhead garage door system or as stored electricity in components such as capacitors common in parking lot lights.



Other forms of hazardous energy that can cause injury if not properly discharged include elevated machine members, rotating flywheels, hydraulic systems, air gas, steam, and water pressure. Refer to your District's LOTO policy for equipment specific de-energization steps.

#### 3. Lockout

After de-energization, lock the power source in the off position with a lockout device. This prevents a coworker from inadvertently energizing the machine and potentially injuring someone.

Lockout devices typically consist of a clasp and lock but the exact form of the device varies depending on the source of energy being controlled. Is it a disconnect box, a wall switch, a panel breaker, or a ball valve? There is a specific lockout device for each type of energy source.

While there can be more than one lock per clasp, there can never be more than one key per lock. Never share your lock/key with anyone. Refer to your LOTO policy for details about shift change and working with a contractor.

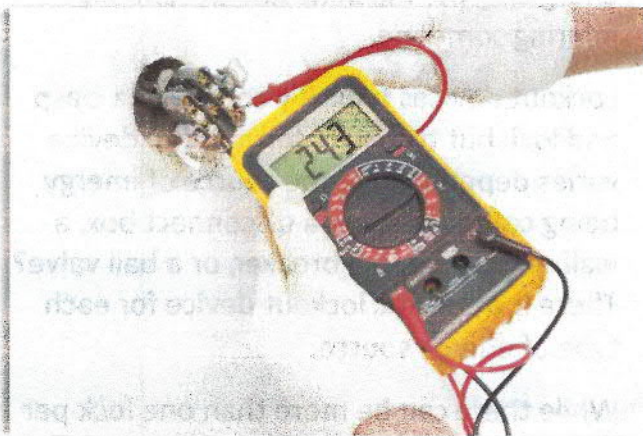
### 3. Tagout

Secure an accident prevention tag to the clasp when locking. This communicates that restarting or operating the machine is prohibited. The tag must include the contact information for the person initiating the LOTO protocol.



### 4. Test

After de-energizing, locking out, and tagging the equipment or machinery, do not forget this important safe work practice. Test that the equipment cannot be operated by using a voltage meter, pressing the start button, or as instructed per your LOTO policy.



### 5. Restart Procedure

After servicing is complete, take care to restore the machine or equipment to its normal operation. Steps include:

- ✓ Installing guards and verifying equipment is fully re-assembled
- ✓ Removing unnecessary tools and spare parts
- ✓ Notifying all employees who might be affected by the restart
- ✓ Removing materials and hardware from the equipment area (i.e., locks, tags, etc.)
- ✓ Keeping nonessential employees clear of the work area

### ADDITIONAL REQUIREMENTS

- Refer to your District's LOTO policy for District specific procedures
- Lockout devices must be under the exclusive control of the employee performing the service or maintenance
- Always ensure appropriate Personal Protective Equipment is utilized
- Communicate with your supervisor if you have not been properly trained on your District's LOTO policy
- Report any concerns, safety hazards, or LOTO improvement suggestions to your supervisor

#### Additional Resources:

- Cal/OSHA [§3314](#), Control of Hazardous Energy
- Cal/OSHA [Lockout/Tagout eTool](#)
- [SDRMA Risk Control Team](#)

This *Safety Talk* provides awareness level training on Lockout Tagout requirements. If this information is unclear or if you have any additional questions, please talk to you supervisor.

July 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 7-3-23

## SECTION 2

### Flammables Storage

Check fuel tanks for leaks

Waste WTP

Water Plant

Dogwood LS

Check fuel connections for seeps

Fuel cans stored properly

Date 7-3-23

*[Handwritten initials/signature]*

## SECTION 3

### Work Areas

Chemicals properly stored and marked.

No Spills or trip hazards.

Exits are accessible.

Date 7-5-23

*[Handwritten initials/signature]*

## SECTION 4

### Electrical Equipment

Switches and circuit breakers labeled.

Extension and power cords are serviceable.

Lockout Devices serviceable

Date 7-6-23

*[Handwritten initials/signature]*

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 7-6-23

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 7-6-23

SECTION 7

**Environment & Personal Protective Devices**

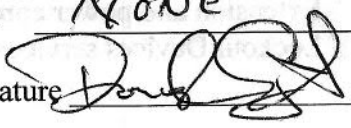
There is adequate lighting & ventilation available when applicable.  
MSDS sheets are current.  
Hearing, Eye and protective clothing is serviceable.  
Emergency phone numbers are posted and first aid kits current.  
Spill Containment Kits are complete  
Confined space equipment checked for serviceability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

Date 7-7-23

Any Incidents to Report for month

NONE

Signature



Date 8-9-23

SECTION 8

Weekly Safety Meetings

Week 1- Topic WORKING SAFELY IN TRENCHES Date 7-12-23

Employees D, E, CC, W., A.S

Week 2- Topic \_\_\_\_\_ Date \_\_\_\_\_

Employees \_\_\_\_\_

Week 3- Topic \_\_\_\_\_ Date \_\_\_\_\_

Employees \_\_\_\_\_

Week 4- Topic \_\_\_\_\_ Date \_\_\_\_\_

Employees \_\_\_\_\_

Week 5- Topic \_\_\_\_\_ Date \_\_\_\_\_

Employees \_\_\_\_\_

**Additional Safety Training**

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Week 1-Topic: Handwritten: Hazardous Materials Date: 7-15-23

Handwritten: A-2

Week 2-Topic \_\_\_\_\_ Date \_\_\_\_\_

Week 3-Topic \_\_\_\_\_ Date \_\_\_\_\_

Week 4-Topic \_\_\_\_\_ Date \_\_\_\_\_

Week 5-Topic \_\_\_\_\_ Date \_\_\_\_\_

Week 6-Topic \_\_\_\_\_ Date \_\_\_\_\_

Week 7-Topic \_\_\_\_\_ Date \_\_\_\_\_

Week 8-Topic \_\_\_\_\_ Date \_\_\_\_\_

Week 9-Topic \_\_\_\_\_ Date \_\_\_\_\_

Additional Safety Training

Blank lined area for additional safety training notes.

Redway C.S.D.

**EMPLOYEE SAFETY TRAINING AND MEETING REPORT**

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<b>Check (✓) if the Program was <u>Training</u></b>	<b>Check (✓) if the Program was a <u>Safety Meeting</u></b>
<b>Training/Safety Meeting Subject(s):</b> <i>WORKING SAFELY IN TRENCHES</i>	
<b>Certificate Issued (circle answer):</b> Yes    No	
<b>Training/Meeting Date:</b> <i>7-12-23</i>	<b>Training Instructor/Meeting Leader Name(s):</b> <i>D. LESLET</i>
<b>Description of Training Provided or Safety Meeting Topic(s):</b> <i>WORKING SAFELY IN AND AROUND TRENCHES</i>	
<b>Course or Meeting Handouts (attach to this form):</b>  	

7/12/23

Employee Name (PRINT)	Employee Name (SIGNATURE)
Cody Cox Calvin Chaille	
Andrew Sawboh	
Douglas Esget	
ERIC VACATION.	

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



## Working Safely in Trenches

Over a five-year period, 26 California workers died, and 207 others were injured in trench related accidents. This Safety Talk provides a basic overview of Cal/OSHA requirements that keep you safe when working inside trenches.



### Before the Job Begins

Assess the worksite before the start of the project to determine:

- Will surface encumbrances (sprinklers, utilities, etc.), sidewalks, or buildings require support during the excavation?
- Will the trench be at least five feet? If yes, obtain either a project or annual permit through Cal/OSHA.
- Have underground utilities been identified in the area being excavated? Call 811 (national call-before-you-dig number) at least two business days before your project begins. Use white spray paint to mark the proposed excavation.

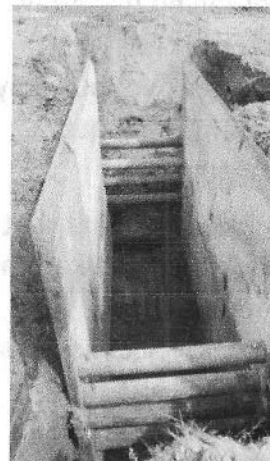
Underground utilities will then indicate if and where utility lines are located using the below color code.

<b>PROPOSED EXCAVATION</b>	<b>TEMPORARY SURVEY MARKINGS</b>
<b>ELECTRIC</b>	<b>GAS-OIL-STEAM CHEMICAL</b>
<b>COMMUNICATION CATV</b>	<b>WATER</b>
<b>RECLAIMED WATER IRRIGATION SLURRY</b>	<b>SEWER STORM DRAIN</b>

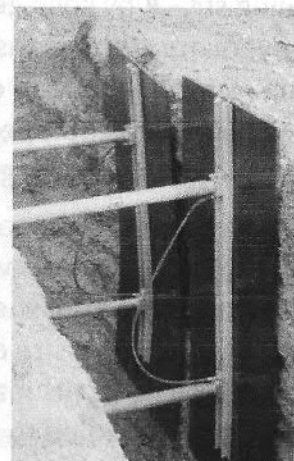
### Cave-In Protection

Cave-ins are the biggest hazard to life when working inside a trench. A cave-in occurs when the wall(s) of a trench collapse burying the worker(s). One cubic yard of soil can weigh as much as a small car! Workers have died in trenches as little as three feet because the weight of the soil impeded their ability to expand their lungs even though their head was well above the trench's opening.

All trenches deeper than five feet *must* have protective systems such as shoring or trench boxes. In shallower trenches the competent person at your site will determine if protective systems should be installed.



Trench Box/Shield



Hydraulic Shoring

## General Requirements

- Only authorized/trained employees are allowed in trenches.
- The competent person must perform an inspection before each shift, after a rainstorm/earthquake, or if there is standing water to inspect for cave-in hazards, atmospheric hazards, or other conditions that could result in an injury.
- When locating buried utilities, use hand tools such as shovels and pickaxes instead of heavy equipment.
- Barriers or a warning system should be employed to prevent mobile equipment or vehicles from falling into the trench.
- Use signage to alert workers of any overhead powerlines that could strike equipment or vehicles.



## Falling Loads

Do not work directly underneath loads handled by equipment. Stand away from any vehicle being loaded or unloaded to avoid being struck by spillage of falling materials. Drivers may remain inside the cabs of vehicles being loaded or unloaded, but only if vehicles are equipped with adequate protection from falling objects.

Any excavated materials or equipment that could fall into an excavation must be kept at least two feet from the edge of the excavation. If the site does not permit a two-foot setback, spoils may need to be temporarily hauled to another location.

## Access/Egress

Employees working in trenches four feet or more in depth must have an entry/exit at least every twenty-five feet. Usually, this consists of ladders that extend at least 3 feet outside the trench.

## Fall Protection

Guardrails or other forms of fall protection are not required **unless** a walkway or bridge is used to cross over an excavation more than six feet deep, **and** the trench is wider than thirty inches.

## Atmospheric Hazards

Your District's competent person will determine if there is a potential for a hazardous atmosphere while working inside the trench. This typically happens when the trench is located next to a busy highway as carbon monoxide which is heavier than air sinks to the bottom of the trench displacing oxygen. This also occurs when tasks involve a lot of welding, brazing, or use of products with toxic fumes.

While technically a trench is a confined space, it is exempt from the traditional confined space program requirements unless there is a secondary confined space inside the trench such as pipe. Your District's competent person will make that determination.

## Report Unsafe Conditions

Follow these safe work practices and those outlined in your Injury, Illness and Prevention Plan. Immediately report unsafe conditions and hazards to your supervisor or the competent person.

### More Resources:

- [Cal/OSHA §1540](#)
- [Cal/OSHA Pocket Guide for Construction](#)
- [Cal/OSHA Excavation Permit Webpage](#)
- [SDRMA Risk Control Team](#)

This *Safety Talk* provides awareness level training on Trench Safety.  
If this information is unclear or if you have any additional questions, please talk to you supervisor.



**A.M. BAIRD**  
**ENGINEERING & SURVEYING, INC.** ambairdengineers@gmail.com  
1257 Main Street • P.O. Box 396 • Fortuna, CA. 95540 • (707) 725-5182 • Fax (707) 725-5581

**CONSULTING - LAND DEVELOPMENT - DESIGN - SURVEYING**

## **Cultivation/Operation Plan**



### **Project Description**

Evergreen Exotics LLC is seeking a Zoning Clearance Certificate under the Humboldt County CCLUO for 5,000 Sq Ft of New Indoor Commercial Cannabis Cultivation.

This document is prepared specifically for Evergreen Exotics LLC located at 1911 Barnett Road Redway Calif. The APN is 223-311-029. This parcel is zoned MB and comprises approximately 1.3 acres.

Cultivation will occur in an existing metal framed 7500 Sq Ft building. The cultivation area will total 5,000 sq ft of canopy and 4-5 growing cycles will be harvested each year.

Cultivation irrigation water is supplied by the Redway Community Services District, in winter months. And supplemented by 8 commercial dehumidifiers.

No School, Place of Worship, Public Park, Tribal Resources, or any other sensitive receptor is within 600 feet of the cultivation area.

All required setbacks are met as required by the Ordinance.

PGE provides electrical power.

This project will replace the permitted Processing and Distribution facility which are in the same building. APPS. 17087.

The hours of operation will be from 8am till 5pm Monday through Friday.

## Cultivation Plan

Cultivation will take place in a series of wood framed garden beds in a high-quality commercial garden soil. The beds are approximately 16" from the floor to the bottom of the bed. This allows for airflow and ease of tending the plants. The garden beds, as shown on the site plan, are a series of similar sizes in the center of the room, with the beds closest to the walls being larger and with a unique design which allows for them to be on rollers. This makes tending to the plants easier and utilizes the space efficiently. The beds are lined with a rubber liner to help contain not only the soil but also water. Therefore, no dripping or any leakage, keeping the floor very clean.

Cannabis plants are sourced from an off-site licensed nursery. They will be delivered to the site and will then be planted directly into the soil. The plants will be entered into Metric as required by the State Guidelines. This delivery will take place approximately 5 times per year. The soil is tested at each harvest and if needed, natural and organic nutrients are mixed into the soil for optimum plant health.

The operation will utilize 166-1,000 watt specially designed grow lights. For the first week of cultivation, lights will operate for 18 hours per day. Once the plants are well rooted the lights will be set for 12 hours of operation per day.

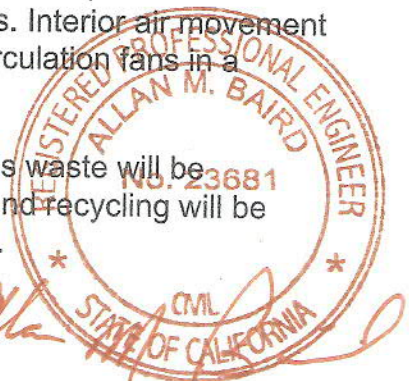
Irrigation water, which is provided by the Redway Community Services District. Up to one third of the needed irrigation water will be collected from the atmosphere inside the rooms. Water is collected from 8 commercial dehumidifiers and piped to interior water tanks for reuse as irrigation water.

Water will be delivered to the plants by hand watering. Several mixing tanks will be in the rooms. This helps to bring up the water temperature for less shock to plant roots, in which water-soluble nutrients are added as per manufacturer specifications. These nutrients and fertilizers are natural and organic and will be listed below. Strict guidelines are in place for use of fertilizers and nutrients by state license agencies. When harvested, the cannabis is tested as per state license requirements for any residue or any other chemical of fungus which will allow the cannabis to be destroyed. No illegal fertilizers, pesticides or rodenticides are used on this property.

Pest control is both biological and by using a natural pest management spray. Biological pest management is achieved by using beneficial insects such as nematodes. A high quality natural and approved pesticide spray such as green cleaner and plant therapy help to prevent harmful damage from invasive pests. Small strip pads are placed in the rooms for flying insect control and changed at each harvest.

To control odor, as well as room temperature, a series of 4-15-ton air conditioning units will be utilized. This will recycle the air as well as keep the room environment at preferred optimum temperature and humidity for the different growth cycles of the cannabis plants. Interior air movement will be achieved by ducting as part of the air conditioning system as well as circulation fans in a sealed room.

Cannabis waste will be stored in a secure outdoor enclosed storage area. This waste will be transferred to Wes Green waste recycling facility as needed. All other refuse and recycling will be stored in a separate storage area shown on the Southeast side of the building.



7-25-23

## Processing

Drying will temporarily be conducted in 2-8'x40' shipping containers. All other processing of the harvested cannabis occurs at a licensed processing facility. Once the cannabis is harvested and dried it is then transported from the site, which will occur approximately 5 times per year, the beds are prepared for the next crop planting.

## Employee Plan

Evergreen Exotics, LLC. will anticipate having approximately 2 employees. It is anticipated that 1 employee will be needed for full-time work. And 1 additional part-time employee will be needed for harvest and planting times. All local, state, and federal employment laws and guidelines will be followed. The building will provide a safe and clean work area. Proper lighting and ventilation as well as appropriate PPE will be provided by Evergreen Exotics LLC. Operating hours will be from 8 am to 5 pm Monday through Friday. If needed, possible watering or other needs will be done during other hours or days. This will be a very clean and well organized and automated cultivation project operated by experienced personnel. An OSHA safety and equipment use training will be provided for all employees.

As shown on the site plans, there will be an employee break room and ADA compliant restroom facilities. An office inside the building will support the state license requirements of Metric as well as other operational record keeping.

## Water Source, Storage and Usage

Cannabis irrigation water, as well as domestic use water, will be sourced from the existing Redway Community Services District water system. There will be 2-600 gallon mixing tanks inside the building. These are filled after each watering to allow for the water temperature to reach ambient air temperature. Water soluble fertilizer and nutrients are added to the water and agitated until mixed. This water is then delivered by garden hoses and water wands to the plants as needed for plant health and soil moisture.

There will also be 8-5,000 gallon water storage tanks on site. The total water storage capacity is 40,000 gallons. This is to be used during drought emergencies when water from Redway Community Services District is not available. This timeframe is expected to be between June 15<sup>th</sup> to October 1<sup>st</sup> every year. These tanks will be filled by RCSD water during the winter months, and the 8 commercial dehumidifiers.

- Water use will be approximately 500 gallons per day year-round or approximately 182,500 gallons of water annually.
- Approximately 91,250 gallons annually or 250 per day will come from recycled water from the interior dehumidifiers.
- The additional 91,250 gallons annually or 250 per day will be sourced from RCSD or from the onsite storage tanks. Onsite storage tanks will be filled from October 1st to June 15th.



Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec
Water sourced from RCSD	Water sourced from RCSD	Water sourced from RCSD	Water sourced from RCSD	Water sourced from RCSD	Water sourced from onsite storage tanks	Water sourced from onsite storage tanks	Water sourced from onsite storage tanks	Water sourced from onsite storage tanks	Water sourced from onsite storage tanks	Water sourced from RCSD	Water sourced from RCSD

### Security

Security will be provided by a security fence around the rear of the building and parking areas. A large gate secures the driveway entrance. Security cameras are in place in strategic locations throughout the property. All doors and entrances as well as gates will have security cameras and commercial alarm systems. These cameras will be able to be viewed remotely 24 hours per day 365 days per year. The cameras will have storage capacity for up to 90 days. Cameras are also installed on the interior of the building. If a security breach occurs, proper authorities will be immediately contacted. All visitors and vendors will be required to check in at the office upon entering the premises. All employees as well as other professional staff and agents will have a picture ID badge visible during their time on the project. Any owner or employee that will make operational or management decisions that directly impact the business will provide a background check.

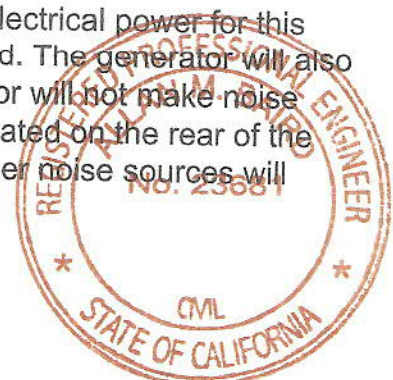
### Noise Source and Mitigation

This cultivation project produces minimal noise. PGE grid power provides electrical power for this project. In the event that grid power is not available, a generator will be used. The generator will also be utilized in the case of an emergency, PSPS or other event. This generator will not make noise above approved industry levels of 60 decibels. Air conditioning units are located on the rear of the building and make minimal noise, again within industrial noise limits. No other noise sources will occur from this project.

### Parking and Roads

This cultivation site is located in the Meadows Business Park in the Redway area of Southern Humboldt. This project has a paved access road to the site. The paved parking area will be designed to accommodate all necessary and expected traffic for this project. As shown on the site plan, is our proposed exception to occupancy guidelines for parking spaces, our parking plan will provide designated parking for 18 cars, 3 bicycle and one motorcycle parking areas. There will be 1 ADA van accessible parking area.

A designated loading zone is located on the Southeast of the building. Emergency vehicle turn



around area is located on the front of the building.

The road use will be minimal with few employees. There will be expected vendor delivery and pick up services of up to 5 times per week which would include FedEx, UPS, Ag products and other necessary needs for the project. There will be minimal impact on the existing road infrastructure.

### *Light Pollution and Control*

Evergreen Exotics, LLC. will utilize high quality 1,000-watt Gavita lighting for the cultivation lights inside the building. No cultivation lighting will escape from the building or be visible from any neighboring property or from the highway between sunset and sunrise. This is achieved by a security wall between the grow room and admin part of the building. All other outdoor security lighting will be industry approved lighting.

### *Hazardous Materials Statement*

No Hazardous Materials will be used on this cultivation site. Only natural and organic nutrients and fertilizers are used when needed. Only approved pesticides are used when needed. No rodenticides or any other illegal products are used on this project. No other hazardous materials are used or stored on the parcel in any reportable quantities. Storage of the fertilizers and nutrients will be stored on shelves near the water mixing tanks. The use of all the fertilizers and nutrients will be done in accordance with manufacturer specifications. Proper training and PPE will ensure the safe and effective application of these products.

### *Sewage Disposal and Waste Management*

Redway Community Services District, a sanitary sewer system company, services the sanitary needs. An ADA accessible restroom facility will be available in the building. All cannabis waste will be done in an approved manner. The waste will be stored in a secure storage area and be transported to an approved waste facility. Other non-cannabis waste, such as containers and garbage, will be stored in a separate area from the cannabis waste and will be taken to an approved facility, such as Recology in Redway. No other waste products will be produced from this cultivation operation.

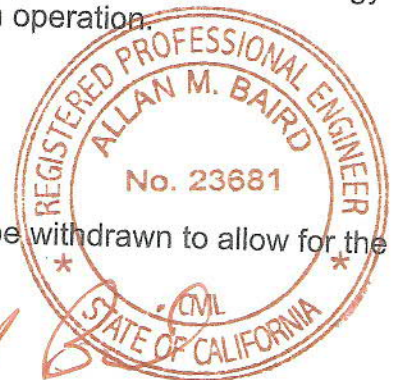
### *Additional Notes:*

This parcel has a Processing and Distribution permit. These permits will be withdrawn to allow for the new permitted Indoor Cultivation.

Drainage and runoff plan is addressed on the site plans.

All appropriate state licenses will be obtained and posted on site.

If a generator is used in emergency backup power needs, proper fuel storage will ensure no spillage or leaks will occur. No auxiliary fuel tanks will be used, only the main tank on the generator.



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## **Redwood Region Economic Development Commission Report for July 2023**

The Redwood Region Economic Development Commission was formed to mitigate job losses feared to be looming due to the expansion of Redwood National Park. Upon our creation in 1977 the Department of Commerce's Economic Development Administration (EDA) first granted us funds, half of which we lost in the first few years. Since then we have vastly improved our performance and are self-supporting through revenue received by lending EDA funds and our own our money as well as from partnering on some loans with the Headwaters Fund and Humboldt Area Foundation. The goal of our lending is to increase employment.

We act as a lender to businesses and non-profits who are unable to access traditional financing. Some of our revolving loan funds are closely overseen by the EDA but some are allowed to be used broadly towards economic development. We are using some those funds for a micro-loan program.

This month's presentation was by Steven Coleman, the demand side management guru at Redwood Coast Energy Authority and, in his free time, a member of the Harbor etc. district and it's RREDC alternate. He is also now serving as RCEA's point man for the new Rural Regional Energy Network.

RCEA is the statewide administrator of the Network which was born in a 2014 CPUC adhoc group formed in reaction to rural consumers not getting their fair share of energy efficiency funds. An MOU was signed in 2021 and this June the Business plan was accepted. RCEA will administer the whole program statewide. It consists of 31 counties in 4 blocks; North Coast, Sierra, San Joaquin, and Central Coast. It covers 43.5% of the state's land mass and includes 20% of it's economically disadvantaged census tracts. The network has 3 pillars: structural and distributional equity, reducing consumption, and fostering climate adaptive careers. Programs will include public sector services, commercial and residential rebates, codes and standards, workforce raining and web resources.

Locally, heat pump installers are needed as is better financing and broader access to the technology.

We saw a video by the Westside Community Improvement Association touting the rebirth of the old 'Heroin Hilton' as the Skyhorse Hostel.

RREDC originated 4.25 million in loans last year. 3 of our 63 loans are in recovery, 2 small 1 medium. The County Treasury rate is 2 to 2.5%. The Community Economic Resource Consortium is going strong, it's core focuses are housing, wind energy and broadband. ED Gregg Foster passed out a list of his activities. We discussed his performance in closed session. Someone tried to give him a raise when back in open session but it was not agendized and shot down.

Rio Dell was looking forward to Wildwood Days.

Arcata's Planning Commission had issued a first draft of the Gateway Plan.

The County has CalTrans cash for street art.

The Harbor is working on the dock for wind installation.

Ferndale has construction everywhere and the grandstands will be repaired by the fair.

Fortuna's rodeo is coming up and the new basketball courts are open in the park.

HCSD passed a 13% rate increase over the next 5 years which lowered the base rate but charged more per unit of water and increased the connection fee to \$2400 for sewer and \$7600 for water.

HBMWD has been working on redundancy (I think of a river crossing among other things), cleaning the intakes of Essex collector #2, and the Blue Lake Rancheria mainline

extension. Sadly, lightening hit a critical transformer so power from the dam at Ruth lake can not be exported. There is no ETA for a repair.

McKCSO broke ground on a 4.5 million ground tank and will soon have 7 million gallons of storage.

RREDC meets most 4<sup>th</sup> Mondays of the Month at 6:30 pm at Eureka City Hall or by zoom. Go to RREDC.com or call 707-445-9651 for more information.

Submitted by Michael McKaskle, RCSD RREDC representative.