

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

**REGULAR BUSINESS MEETING**

**Location:** RCSD Business Office, 3156 Redwood Drive

**Date:** September 17 2024

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

**Posted:** September 12, 2024

**I. CALL TO ORDER:**

**II. ROLL CALL:**

\_\_\_ Arthur M<sup>c</sup>Clure Chairman  
Etherton

\_\_\_ Linda Sutton

\_\_\_ Marie

\_\_\_ 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 Wailaki 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. REPORT FROM CHAIRMAN OF THE BOARD:**

## VI. 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.

## VII. PREVIOUS MINUTES:

1. Consider Approval of the Minutes of the Board of Director August 21, 2024 Regular Business Meeting minutes.

## VIII. 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 August 2024 Financial Reports. p. 11-38
2. General Manager's Report: Review of the August 2024 General Manager's Report. p. 39-40
3. Office Manager's Report: Review of the August 2024 Office Manager's Report. p. 41-43
4. Operation Manager's Report: Review of the August 2024 Operation Manager's Report.
5. Production Report: Review of August 2024 Production Report. p. 49 p. 45-47
6. Safety Report: Review of the August 2024 Safety Reports. p. 51-54

## IX. ACTION / DISCUSSION ITEMS; CONTINUED AND NEW ITEMS:

1. *Updating Place of Use Boundary; Expansion of Place of Use and Extension of Time Applications.* p. 55
  - a. *Authorizing Submittal of a Lake and Streambed Alteration Agreement Application.*  
*ACTION REQUIRED: Discussion / Report / Action*
  - b. *Authorizing the Preparation and Submittal of the 1600 Notice Application to California Department of Fish and Wildlife for the Diversion of Water and Payment of Fees.*  
*ACTION REQUIRED: Discussion / Report / Action*
  - c. *Authorizing the Preparation and Submittal of Application to Division of Drinking Water for the Addition of the Distribution System and Water Tank at the Meadows Industrial Park.*  
*ACTION REQUIRED: Discussion / Report / Action*
2. *Updating Water Ordinance* GM REPORT PAGE 39  
*ACTION REQUIRED: Discussion / Report / Action*
3. *Ad-Hoc Committee Report;*
  - a) *Finance*
  - b) *Ordinance*

4. *New Connections*; **nothing to report**
  - a) *Property Amnesty Letter*
  - b) *New Connections Waiting List*
  - c) *Houses Not Connect to Collection System*  
*ACTION REQUIRED: Discussion / Report / Action*
5. *Inspection* **GM REPORT PAGE 40**  
*ACTION REQUIRED: Discussion / Report / Action .*
6. *Grants*: **GM REPORT PAGE 40**
  - a) *Emergency Water Storage and Supply Project.*
  - b) *Wastewater Improvements Project.*  
*ACTION REQUIRED: Discussion / Report*
7. *Security* **GM REPORT PAGE 40**  
*ACTION REQUIRED: Discussion / Report / Action*
8.  
*ACTION REQUIRED: Discussion / Report / Action*

**X. CORRESPONDENCE:**

**XI. BOARD MEMBER / STAFF REPORTS:**

1. DIRECTORS' REPORT
  - a. RREDC

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

**XIII. MEDIA COMMUNICATION:**

**XIV. ADVANCED AGENDA:**

Further items may be placed by the Board Members for the October 2024 Regular Business Meeting of the Board of Directors under this item of business. No Action

**XV. ADJOURNMENT:**

Location of related writings is available for public review: Redway CSD Office, 3156 Redwood Dr. 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.

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REDWAY COMMUNITY SERVICES DISTRICT  
MINUTES OF THE REGULAR BUSINESS MEETING

August 21, 2024

CALL TO ORDER:

Chairman M<sup>c</sup>Clure called the August 21, 2024 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 5:30 P.M. in the Redway Community Services District Business Office.

ROLL CALL:

Directors Present: Arthur M<sup>c</sup>Clure, Chm. Dian Griffith, Linda Sutton, Maire Etherton, Michael McKaskle, (5:31 Arrival).

Staff Present:

Cody Cox, General Manager / Operations Manager.

Glenn Gradin, Office Manager.

Nancy Jurrens, Secretary to the Board.

LAND ACKNOWLEDGEMENT:

Marie Etherton read the District's Statement of its Land Acknowledgement as follows.

The Redway Community Services District acknowledges that it is located within the traditional lands of the Wailaki 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.

APPROVAL OF THE AGENDA:

Following review of the August 21, 2024 Agenda, Dian Griffith motioned to move Action / Discussion Items 11. Presentation from Humboldt County Administration Office of Management and Budget Representative Regarding County Finances to Action / Discussion Items 1. and Action / Discussion Items 10. Jet-Vac Truck; CSDA Loan to Action / Discussion to Action / Discussion Items 2. Linda Sutton seconded the motion. Chairman M<sup>c</sup>Clure called for a roll call vote. Linda Sutton, Yea, Marie Etherton, Yea, Michael McKaskle, Yea, Dian Griffith, Yea and Arthur M<sup>c</sup>Clure, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

Dian Griffith moved to approve the August 21, 2024 Regular Business Meeting Agenda as amended. Linda Sutton seconded the motion. Chairman M<sup>c</sup>Clure called for a roll call vote. Linda Sutton, Yea,

Dian Griffith, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Arthur McClure, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays

REPORT FROM CHAIRMAN OF THE BOARD:

Chairman McClure reported that the District’s facilities were toured by members of the board. Chairman McClure also reported that there will be five community members running for three seats on the Redway Community Services District Board of Directors in the November 05, 2024 election. Chairman McClure read the following statement. A meeting was held on September 15, 2024 between Cody Cox, Chairman McClure and Board Member Linda Sutton at Ms. Sutton’s request. The meeting addressed the adoption of Resolution 2023-2024-08 which was voted and passed regarding the Water Rights Petition for Change of Place of Use and Extension of Time. Board Member Linda Sutton felt that the process was rushed and that she regrets voting Yes on the Resolution. She felt she was pressured into it and that it could have been done in house. General Manager Cody Cox reminded her that the District has a legacy of having items on the agenda for an extended period of time and that everything was done thoroughly and accurately with the help from 4J’s Consulting. Ms. Sutton wanted to review the two thousand (2000) pages of documents that were available to her. After the statement was read, Ms. Sutton commented that if staff had come to the Board first and informed them of what was occurring and as some Board Members are skilled in a variety of ways, using their knowledge may have taken some of the pressure off the General Manager. Ms. Sutton also expressed that the District could have called the state and requested the beginning steps or what the process is like as this may have reduced the expense incurred by the District.

PUBLIC COMMENT:

1. No public comment was addressed to the Board.

PREVIOUS MINUTES:

1. Review and Action of the July 17, 2024 Regular Business Meeting Minutes: Following review of the July 17, 2024 Regular Business Meeting Minutes, Dian Griffith moved to accept the July 17, 2024 Regular Business Meeting Minutes as presented. Linda Sutton seconded the motion. Chairman McClure called for a roll call vote. Linda Sutton, Yea, Dian Griffith, Yea, Michael McKaskle, Yea, Arthur McClure, Yea, Marie Etherton abstain. The motion was carried by a roll call vote of four Yeas, zero Nays and one Abstention from Marie Etherton.

CONSENT CALENDAR:

1. Financial Report: The Board reviewed the July 2024 Financial Reports.
2. General Manager’s Report: The Board reviewed the July 2024 General Manager’s Report.
3. Office Manager's Report: The Board reviewed the July 2024 Office Manager’s Report.
4. Operation Manager's Report: The Board reviewed the July 2024 Operation Manager's Report.
5. Production Report: The Board reviewed the July 2024 Production Reports.
6. Safety Report: The Board reviewed the July 2024 Safety Report.

Michael McKaskle moved to accept the July 2024 Consent Calendar as presented. Linda Sutton seconded the motion. Chairman M<sup>c</sup>Clure called for a roll call vote. Dian Griffith, Yea, Michael McKaskle, Yea, Linda Sutton, Yea, Arthur M<sup>c</sup>Clure, Yea, Maire Etherton, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

ACTION / DISCUSSION ITEMS:

As the motion was approved by the Board in the approval of the agenda, Action / Discussion Items 11. Presentation from Humboldt County Administrative Office of Management and Budget Representative Regarding County Finances will be first and Action / Discussion Items 10. Jet-Vac Truck; CSDA Loan will follow.

11. Presentation from Humboldt County Administrative Office of Management and Budget Representative Regarding County Finances: Sean Quincy, Deputy County Administrative Officer, Angie Sorenson, Associate Civil Engineer, Construction and Tony Seghetti, Deputy Director of Engineering addressed the Board regarding Measure O which will be on the November 05, 2024 ballot. The Board received a handout which outlined that Measure O would address Humboldt County roads, disaster preparedness, 9-1-1 response times and needs. Ballot Measure O will ask voters to vote for 1 % transactions and use tax which would increase the tax income in the general fund which could be used for road repairs and 911 response times.
10. Jet-Vac Truck; CSDA Loan: Following discussion, Marie Etherton moved to adopt Resolution 2024-2025-01 Authorizing the Execution and Delivery of a Lease Agreement, and Authorizing Certain Action in Connection Therewith of the purchase of a Jet-Vac Truck at a cost of \$380,000.00 at an interest rate of 5.66 % for a period of ten (10) years. Dian Griffith seconded the motion. Chairman M<sup>c</sup>Clure call for a roll call vote. Marie Etherton, Yea, Michael McKaskle, Nay, Dian Griffith, Yea, Linda Sutton Nay, Arthur M<sup>c</sup>Clure, Yea, The motion was carried by a roll call vote of three Yeas and two Nays.

Chairman M<sup>c</sup>Clure called for a small recess at 7:16 P.M. Chairman McClure resumed the Regular Business Meeting from recess at 7:19 P.M.

Following the small recess, Action / Discussion Items starting with Item 1. Update Place of Use Boundary was commenced.

1. Update Place of Use Boundary: All documentation on the place of use boundary was submitted to the Board for their records.
2. Updating Water Ordinance: A Ordinance Ad-Hoc Committee meeting was scheduled for September 03, 2024 in order to review the language in the updated draft Water Ordinance which the District's attorney has edited and returned to the District.
3. Ad-Hoc Committee Reports;
  - a. Finance: No finance meeting was held; therefore, no information was presented to the Board.
  - b. Executive: The Executive Ad-Hoc Committee met in order to update the Chairman and Vice-Chairman on the language of the draft Water Ordinance.
4. District Policies; Board Policy: No District or Board Policies were discussed by the Board.
5. New Connections:
  - a. Residential Property Amnesty Letter: No new information was submitted for review by the Board.
  - b. New Connections Waiting List: No new information was submitted for review by the Board.

- c. Houses not Connected to Collection System: No new information was submitted for review by the Board.
- 6. Inspection: Cody Cox informed the Board that no inspections were conducted therefore no report was presented for their review.
- 8. Grants:
  - a. Emergency Water Storage and Supply Project: As reported in the General Manager's Report, surveying for the Rusk Water Tank Site has been completed by LACO.. A Geologist from GHD has visited the site. The project is moving into the design of the new water tank and will go out to bid. The DocuSign has been completed as required by the Department of Industrial Relations. A registration number will be assigned to the District which will be given to the contractors for bidding.  
The District's regulator will visit the water treatment plant site on August 25, 2024. He has been informed that the new Turbidimeter has been received but has not been installed. The four filters, the raw intake and finisher water also have Turbidimeters
  - b. Wastewater Improvements Project: Cody Cox informed the Board that they are waiting for the amended elements from the regulator. Mr. Cox also informed the Board that he may have to disclose to the Bear River Tribe Cultural Resource officer that PG&E may be required to go deeper in the footprint.
- 9. Security: As stated in the General Manager's Report, the security equipment has been moved to the new business office. New signs at the percolation ponds will be installed as well as replaced at the access point to the suspension bridge from the wastewater treatment plant.

CORRESPONDENCE:

- 1. Email from 4J Consulting, Jennie Short to North Coast Water Board August 15, 2024 Re, Department of Water Services Board Notification of a Request for an Extension of Time for the Diversion of Water from the Infiltration Gallery in the South Fork of the Eel River.
- 2. Email from 4J Consulting, Jennie Short, August 21, 2024 Re, Water Rights Project Update, Petition for Change of Place of Use-River License and Permit; Petition for Extension of Time – River Permit.
- 3. RCSD to Bonnie Robertson, County of Humboldt Assessor's Office, August 21, 2024 Re, Request for Access to Historical Property Ownership & Deed References Properties owned by RCSD.

BOARD MEMBER / STAFF REPORTS:

- 1. Director's Reports:

- A. Michael McKaskle.

- 1. RREDC: The Board reviewed the RREDC report that was submitted by Michael McKaskle.

COMMENTS FROM MEMBERS OF THE BOARD:

Dian Griffith stated that it was a good meeting.

MEDIA COMMUNICATIONS:



Local media will be contacted and asked to inform their listeners and readers the time and date of the District's Business Meetings.

ADVANCED AGENDA

No new Action / Discussion Items will be placed on the September 2024 agenda.

ADJOURNMENT:

Dian Griffith moved to adjourn the August 21, 2024 Regular Business Meeting of the Redway Community Services District Board of Directors at 7:39 P.M. Linda Sutton seconded the motion. Chairman M<sup>c</sup>Clure called for a roll call vote. Linda Sutton, Yea, Dian Griffith, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Arthur M<sup>c</sup>Clure, Yea. The motion was carried by a voice vote of five Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurens,  
Secretary to the Board

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Redway Community Services District  
Monthly Financial Statement to AUGUST 31st, 2024

<b>Primary Checking Account</b>	<b>Previous Balance =</b> \$53,280.40	As of JULY 31ST, 2024
Revenues		
1 Customer Revenues Collected per QuickBooks	\$132,241.13	
2 Customer Deposits	\$0.00	
3	\$0.00	
4 Rivercrest Mutual Water Testing	\$172.00	
5 EDD Overpayment (2021,2022,2023,2024)	\$113.86	
6 transfer from Savings for SDRMA liability INS	\$27,498.36	
7 Quickbooks refund for upgrading product	\$839.80	
8	\$0.00	
9 DWR Reimbursement #2	\$11,088.22	
10	\$0.00	
11	\$0.00	
<b>Total Income (reconciled bank deposits)</b>	<b>\$171,953.37</b>	
<b>Total Withdrawals (reconciled withdrawals)</b>	<b>\$137,652.75</b>	
<b>Quick Books Balance - Primary Checking Account</b>	<b>\$87,581.02</b>	As of AUGUST 31ST, 2024

<b>UBmax Income: Payments Received</b>		
Water payments - w/ late, reconnect fees, adjustments and deposits		\$56,139.87
Sewer Payments		\$62,463.46
SEF Water fees paid		\$1,469.61
SEF Sewer fees paid		\$5,353.49
Water Syst. Loan Fund		\$5,794.67
this amount includes monies going to tax roll(\$68,768.42)	<b>Total Payments Received</b>	<u>\$131,221.10</u>
	<b>Other Income</b>	\$39,712.24
	<b>Net Total Income</b>	<u>\$170,933.34</u>

<b>Billing for Sales of Water &amp; Sewer Services</b>					
Date: This Year			Date: Prior Year		
	August-24			August-23	
	WATER	SEWER		WATER	SEWER
WSLF	\$6,641.62		WSLF	\$6,693.47	
Residential	\$48,376.51	\$46,108.81	Residential	\$46,428.35	\$39,107.74
Commercial	\$9,539.07	\$17,287.19	Commercial	\$9,008.37	\$14,297.91
Sub total W&S only	\$64,557.20	\$63,396.00	Sub total W&S only	\$62,130.19	\$53,405.65
SEF	\$0.00	\$4,160.02	SEF	\$7,884.67	\$8,016.40
Sub total	\$64,557.20	\$67,556.02	Sub total	\$70,014.86	\$61,422.05
Reconnect fees	\$110.00		Reconnect fees	\$0.00	
Late Fees	\$2,520.00		Late Fees	\$2,616.00	
Adjustments	-\$2,646.40		Adjustments	-\$1,400.60	
<b>Total Sales/Use</b>	<b>Aug-24</b>	<b>\$132,096.82</b>	<b>Total Sales/Use</b>	<b>Aug-23</b>	<b>\$132,652.31</b>

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Redway Community Services District  
Balance Sheet - Collapsed w/ Prior Year  
As of January 1, 2022

	Jan 1, 22	Jan 1, 21
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
1004 · Cash in Bank CCUSH - 71	28,684.25	64,755.71
1010 · CCUSH - Business Savings -00	25.01	25.01
1015 · CCUSH - Connection Fees -52	50,014.04	56,174.52
1020 · CCUSH - Meadows Deposits - 51	16,040.36	16,023.65
1050 · Petty Cash	300.00	300.00
<b>Cash in County - Water</b>		
1100 · #2546 SRF Water Proj Loan Fund	285,386.04	228,888.34
1105 · #2547 SRF Payment Reserve Fund	82,015.40	81,701.80
1110 · #2548 Davis Grunsky '68 Reserve	4,566.58	4,566.58
1115 · #2549 Davis Grunsky '74 Reserve	18,492.59	18,421.88
1120 · #2550 Tax Revenue Fund-Water	89,192.42	61,320.27
1125 · #2555 SEF - Water	335,583.98	321,595.08
1130 · #2557 T & D Rehab Proj. Fund	24,710.93	51,987.79
<b>Total Cash in County - Water</b>	<b>839,947.94</b>	<b>768,481.74</b>
<b>Cash in County - Sewer</b>		
1135 · #2551 Tax Revenue -Sewer	73,979.21	51,715.88
1140 · #2554 RCSD RECD Grant Sewer	837.88	834.68
1145 · #2556 SEF - Sewer	75,165.61	124,557.86
1150 · #2558 I & I Project Fund-Sewer	5,767.56	30,630.56
1155 · #9855 95 COP Payment Fund-Sewer	1,307.05	1,302.06
1160 · #9856 '95 Reserve Fund Sewer	48,108.09	47,924.55
<b>Total Cash in County - Sewer</b>	<b>205,165.40</b>	<b>256,965.59</b>
<b>Total Checking/Savings</b>	<b>1,140,177.00</b>	<b>1,162,726.22</b>
<b>Other Current Assets</b>		
Prepaid Expenses	3,000.00	3,000.00
Prepaid Insurance	10,857.37	0.00
Employee Advance	176.72	0.00
Prepaid Rent	700.00	0.00
<b>1300 · Accounts Receivable</b>		
1301 · Allowance for Doubtful Accounts	-4,500.00	-4,500.00
1300 · Accounts Receivable - Other	175,447.49	149,579.70
<b>Total 1300 · Accounts Receivable</b>	<b>170,947.49</b>	<b>145,079.70</b>
1400 · Other Receivables	9,000.00	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>212,245.17</b>	<b>165,643.29</b>
<b>Total Current Assets</b>	<b>1,352,422.17</b>	<b>1,328,369.51</b>
<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	27,972.90
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	230,616.77	230,616.77
1735 · Construction in Progress	57,261.00	57,261.00
<b>Total Fixed Assets - Water</b>	<b>5,282,001.89</b>	<b>5,292,298.21</b>

Redway Community Services District  
**Balance Sheet - Collapsed w/ Prior Year**  
As of January 1, 2022

	Jan 1, 22	Jan 1, 21
<b>Fixed Assets - Sewer</b>		
1740 · Land	93,493.07	93,493.07
1742 · Road Improvements	116,000.00	0.00
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	80,884.53
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	83,155.65
1796 · Tools & Equipment	154,155.60	154,155.60
1797 · Construction in Progress	180,070.96	38,404.65
<b>Total Fixed Assets - Sewer</b>	<b>5,880,077.48</b>	<b>5,613,486.62</b>
<b>Accumulated Depreciation-Water</b>		
1800 · Plant	0.00	-2,633,926.38
Accumulated Depreciation-Water - Other	-2,722,514.06	0.00
<b>Total Accumulated Depreciation-Water</b>	<b>-2,722,514.06</b>	<b>-2,633,926.38</b>
<b>Accumulated Depreciation-Sewer</b>		
1805 · Autos & Trucks	0.00	-65,478.79
1810 · Collection Facility	0.00	-484,230.15
1815 · Lab Equipment	0.00	-43,665.29
1820 · New Sewer Project	0.00	-2,287,709.53
1825 · Office Equipment & Furniture	0.00	-22,544.53
1830 · Tools & Equipment	0.00	-154,155.88
1835 · Treatment Facility	0.00	-374,848.95
Accumulated Depreciation-Sewer - Other	-3,599,487.18	-43,141.86
<b>Total Accumulated Depreciation-Sewer</b>	<b>-3,599,487.18</b>	<b>-3,475,774.98</b>
<b>Total Fixed Assets</b>	<b>4,840,078.13</b>	<b>4,796,083.47</b>
<b>Other Assets</b>		
1900 · COP Issuance Costs	14,820.95	15,438.49
<b>Total Other Assets</b>	<b>14,820.95</b>	<b>15,438.49</b>
<b>TOTAL ASSETS</b>	<b>6,207,321.25</b>	<b>6,139,891.47</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
2000 · Accounts Payable	63,744.48	44,298.56
<b>Total Accounts Payable</b>	<b>63,744.48</b>	<b>44,298.56</b>
<b>Other Current Liabilities</b>		
Other Current Liabilities	0.00	240.00
2115 · Accrued 457b - Employer	105.00	250.69
2120 · Accrued 457b - Employee	105.00	275.86
2100 · Accrued FWH/FICA	0.00	-11.81
2110 · Accrued SUI/ETT	27.06	27.72
2125 · Accrued Vacation	14,190.42	13,369.26
2300 · Customer Deposits	13,495.88	14,991.82
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
Current Portion of Long-Term De	125,363.71	123,903.35
<b>Total Other Current Liabilities</b>	<b>169,147.07</b>	<b>168,906.89</b>
<b>Total Current Liabilities</b>	<b>232,891.55</b>	<b>213,205.45</b>

Redway Community Services District  
**Balance Sheet - Collapsed w/ Prior Year**  
As of January 1, 2022

	Jan 1, 22	Jan 1, 21
<b>Long Term Liabilities</b>		
2500 · Loan Payable - SRF Loan	956,250.00	994,500.00
2600 · Loan Payable - 95 WW Project	535,000.00	562,000.00
2700 · Loan Payable - Davis Grunsky	93,766.02	93,766.02
2800 · Interest Payable - Deferred	13,968.60	13,968.60
Less Current Portion of LTD	-125,363.71	-123,903.35
<b>Total Long Term Liabilities</b>	<b>1,473,620.91</b>	<b>1,540,331.27</b>
<b>Total Liabilities</b>	<b>1,706,512.46</b>	<b>1,753,536.72</b>
<b>Equity</b>		
<b>Water Equity</b>		
3050 · Retained Earnings - Water	2,130,632.89	2,048,668.19
3100 · Debt Reserve - Water	369,070.60	396,623.60
<b>3200 · Contributed Capital - Water</b>		
3250 · Less Accumulated Amortization	-150,001.65	-150,001.65
3200 · Contributed Capital - Water - Other	409,340.77	409,340.77
<b>Total 3200 · Contributed Capital - Water</b>	<b>259,339.12</b>	<b>259,339.12</b>
<b>Total Water Equity</b>	<b>2,759,042.61</b>	<b>2,704,630.91</b>
<b>Sewer Equity</b>		
3000 · Retained Earnings - Sewer	-1,059,469.24	-1,183,883.96
3150 · Debt Reserve - Sewer	49,117.18	49,117.18
<b>3300 · Contributed Capital - Sewer</b>		
3350 · Less Accumulated Amortization	-939,028.76	-939,028.76
3300 · Contributed Capital - Sewer - Other	3,743,489.16	3,743,489.16
<b>Total 3300 · Contributed Capital - Sewer</b>	<b>2,804,460.40</b>	<b>2,804,460.40</b>
<b>Total Sewer Equity</b>	<b>1,794,108.34</b>	<b>1,669,693.62</b>
32000 · Retained Earnings	1,117.20	0.00
Net Income	-53,459.36	12,030.22
<b>Total Equity</b>	<b>4,500,808.79</b>	<b>4,386,354.75</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>6,207,321.25</b>	<b>6,139,891.47</b>

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Redway Community Services District  
**Profit & Loss**  
 August 2024

	Sewer	Water	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Water Charges</b>			
4100 · Residential	0.00	45,730.11	45,730.11
4150 · Commercial	0.00	9,539.07	9,539.07
<b>Total Water Charges</b>	<b>0.00</b>	<b>55,269.18</b>	<b>55,269.18</b>
<b>Sewer Charges</b>			
4200 · Residential	46,108.81	0.00	46,108.81
4250 · Commercial	17,287.19	0.00	17,287.19
<b>Total Sewer Charges</b>	<b>63,396.00</b>	<b>0.00</b>	<b>63,396.00</b>
4450 · Reconnect Fees	0.00	110.00	110.00
4500 · Late Charges	0.00	2,520.00	2,520.00
7200 · Interest Income	0.00	1.40	1.40
<b>Total Income</b>	<b>63,396.00</b>	<b>57,900.58</b>	<b>121,296.58</b>
<b>Gross Profit</b>	<b>63,396.00</b>	<b>57,900.58</b>	<b>121,296.58</b>
<b>Expense</b>			
<b>Administrative &amp; General</b>			
5015 · Bank Charges	0.00	78.75	78.75
<b>Insurance</b>			
<b>5040 · Employee Health Insurance</b>			
Employee Portion Health	-1,992.37	-1,992.38	-3,984.75
5040 · Employee Health Insurance - Other	11,618.21	11,618.21	23,236.42
<b>Total 5040 · Employee Health Insurance</b>	<b>9,625.84</b>	<b>9,625.83</b>	<b>19,251.67</b>
<b>5041 · Employee Life Insurance</b>			
Employee Portion Life	-445.20	-445.20	-890.40
<b>Total 5041 · Employee Life Insurance</b>	<b>-445.20</b>	<b>-445.20</b>	<b>-890.40</b>
<b>Total Insurance</b>	<b>9,180.64</b>	<b>9,180.63</b>	<b>18,361.27</b>
5070 · Licenses, Permits & Fees	0.00	2,669.18	2,669.18
5075 · Mileage/Travel	44.46	44.46	88.92

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Redway Community Services District  
**Profit & Loss**  
 August 2024

	Sewer	Water	TOTAL
<b>Office Expense</b>			
5060 · Computers & Software Expense	659.92	659.92	1,319.84
5062 · Finance Charges	27.88	27.89	55.77
5081 · Office Expense	117.81	117.81	235.62
5105 · Postage	121.85	121.85	243.70
5106 · Rent	900.00	900.00	1,800.00
5135 · Telephone-all phones	105.12	105.12	210.24
5145 · Utilities-pg&e & blue star only	5.50	5.50	11.00
<b>Total Office Expense</b>	<b>1,938.08</b>	<b>1,938.09</b>	<b>3,876.17</b>
<b>5100 · Payroll Taxes</b>	<b>2,551.90</b>	<b>2,571.90</b>	<b>5,123.80</b>
<b>Professional Fees</b>			
5112 · Director Fees	137.50	137.50	275.00
5113 · Legal Fees	58.75	1,915.25	1,974.00
<b>Total Professional Fees</b>	<b>196.25</b>	<b>2,052.75</b>	<b>2,249.00</b>
<b>5125 · Retirement</b>	<b>2,053.96</b>	<b>2,053.96</b>	<b>4,107.92</b>
<b>5150 · Wages</b>	<b>15,695.16</b>	<b>15,640.18</b>	<b>31,335.34</b>
<b>Total Administrative &amp; General</b>	<b>31,660.45</b>	<b>36,229.90</b>	<b>67,890.35</b>
<b>Water Treatment</b>			
5210 · Supplies-water treatment	0.00	4,270.63	4,270.63
5215 · Utilities	0.00	8,104.06	8,104.06
5220 · Wages	0.00	9,983.15	9,983.15
<b>Total Water Treatment</b>	<b>0.00</b>	<b>22,357.84</b>	<b>22,357.84</b>
<b>Water Trans &amp; Distribution</b>			
5320 · Wages	0.00	8,784.23	8,784.23
<b>Total Water Trans &amp; Distribution</b>	<b>0.00</b>	<b>8,784.23</b>	<b>8,784.23</b>
<b>Sewer Treatment</b>			
5405 · Repairs & Maintenance	18.26	0.00	18.26
5410 · Supplies-sewer treatment	5,941.49	0.00	5,941.49
5420 · Wages	11,954.73	0.00	11,954.73
<b>Total Sewer Treatment</b>	<b>17,914.48</b>	<b>0.00</b>	<b>17,914.48</b>

Redway Community Services District  
**Profit & Loss**  
 August 2024

	Sewer	Water	TOTAL
<b>Sewer Collection</b>			
5505 · Repairs & Maintenance	571.06	0.00	571.06
5515 · Utilities	1,099.07	0.00	1,099.07
5520 · Wages	6,260.84	0.00	6,260.84
<b>Total Sewer Collection</b>	<b>7,930.97</b>	<b>0.00</b>	<b>7,930.97</b>
<b>Total Expense</b>	<b>57,505.90</b>	<b>67,371.97</b>	<b>124,877.87</b>
<b>Net Ordinary Income</b>	<b>5,890.10</b>	<b>-9,471.39</b>	<b>-3,581.29</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
5900 · SEF Fees - Sewer	4,160.02	0.00	4,160.02
4400 · SRF Fees	0.00	6,641.62	6,641.62
<b>Total Other Income</b>	<b>4,160.02</b>	<b>6,641.62</b>	<b>10,801.64</b>
<b>Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>4,160.02</b>	<b>6,641.62</b>	<b>10,801.64</b>
<b>Net Income</b>	<b><u>10,050.12</u></b>	<b><u>-2,829.77</u></b>	<b><u>7,220.35</u></b>

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Redway Community Services District  
Checking Account Activity  
As of August 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1004 - Cash in Bank CCUSH - 71</b>							34,755.19
Paycheck	08/01/2024	DD1392	Chaille, Calvin C	Direct Deposit	0.00		34,755.19
Paycheck	08/01/2024	DD1393	Cherubini, Dru A	Direct Deposit	0.00		34,755.19
Paycheck	08/01/2024	15070	Cox, Cody R.			2,020.58	32,734.61
Paycheck	08/01/2024	15071	Esget, Douglas R			2,337.74	30,396.87
Paycheck	08/01/2024	DD1394	Gradin, Glenn A	Direct Deposit	0.00		30,396.87
Paycheck	08/01/2024	15072	Lewis, Todd C			1,455.20	28,941.67
Paycheck	08/01/2024	15073	Moore, Eric S			1,649.73	27,291.94
Paycheck	08/01/2024	15074	Moore, Marshall C			1,244.69	26,047.25
Liability ...	08/01/2024	E-pay	United States Treasury	94-1634964 QB Tracking # -630250990		5,585.44	20,461.81
Liability ...	08/01/2024	EFT	Employment Development Depart...	800-3247-7		519.99	19,941.82
Liability ...	08/01/2024	EFT	Employment Development Depart...	800-3247-7		237.00	19,704.82
Deposit	08/01/2024			ALL PAID	398.74		20,103.56
Check	08/02/2024	15075	Cox, Cody R.	08-02-2024 Cash Advance		400.00	19,703.56
Deposit	08/02/2024			ALL PAID	385.44		20,089.00
General ...	08/02/2024	GAG		payment return		133.54	19,955.46
Bill Pmt -...	08/05/2024	15076	David Katz	AUG RENT 2024 3168 Redwood Drive		900.00	19,055.46
Deposit	08/05/2024			ALL PAID	604.38		19,659.84
Check	08/06/2024	15077	Postmaster Redway	July Billing		233.74	19,426.10
Check	08/06/2024	15078	Moore, Marshall C	employee Advance 8-6-2024		460.00	18,966.10
Check	08/06/2024	15079	Moore, Eric S	employee advance 8-06-2024		500.00	18,466.10
Deposit	08/06/2024			ALL PAID	630.88		19,096.98
Deposit	08/07/2024			ALL PAID	400.00		19,496.98
Deposit	08/08/2024			ALL PAID	497.00		19,993.98
Deposit	08/09/2024			ALL PAID	250.00		20,243.98
Deposit	08/09/2024			Deposit	20,691.56		40,935.54
Deposit	08/12/2024			ALL PAID	218.34		41,153.88
Deposit	08/13/2024			ALL PAID	1,181.06		42,334.94
Liability ...	08/13/2024	15085	Variable Annuity Life Ins. Co.			2,291.28	40,043.66
Liability ...	08/13/2024	15086	Variable Annuity Life Ins. Co.			2,261.17	37,782.49
Bill Pmt -...	08/13/2024	15087	Calpers	100000017613412- Health Care Premiums - AU...		10,270.57	27,511.92
Deposit	08/13/2024			Deposit	9,202.80		36,714.72
Liability ...	08/14/2024		QuickBooks Payroll Service	Created by Payroll Service on 08/13/2024		5,280.43	31,434.29
Deposit	08/14/2024			ALL PAID	4,093.57		35,527.86
Deposit	08/14/2024			Deposit	15,748.39		51,276.25
Paycheck	08/15/2024	DD1395	Chaille, Calvin C	Direct Deposit	0.00		51,276.25
Paycheck	08/15/2024	DD1396	Cherubini, Dru A	Direct Deposit	0.00		51,276.25
Paycheck	08/15/2024	15080	Cox, Cody R.			2,420.58	48,855.67
Paycheck	08/15/2024	15081	Esget, Douglas R			2,033.68	46,821.99
Paycheck	08/15/2024	DD1397	Gradin, Glenn A	Direct Deposit	0.00		46,821.99
Paycheck	08/15/2024	15082	Lewis, Todd C			1,455.19	45,366.80
Paycheck	08/15/2024	15083	Moore, Eric S			2,196.73	43,170.07
Paycheck	08/15/2024	15084	Moore, Marshall C			954.23	42,215.84

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Redway Community Services District  
Checking Account Activity  
As of August 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Liability ...	08/15/2024	E-pay	United States Treasury	94-1634964 QB Tracking # 104333010		5,533.16	36,682.68
Liability ...	08/15/2024	EFT	Employment Development Depart...	800-3247-7		523.81	36,158.87
Liability ...	08/15/2024	EFT	Employment Development Depart...	800-3247-7		236.12	35,922.75
Deposit	08/15/2024			ALL PAID	1,370.20		37,292.95
Deposit	08/16/2024			ALL PAID	481.00		37,773.95
Deposit	08/16/2024			Deposit	5,592.99		43,366.94
Deposit	08/19/2024			ALL PAID	301.07		43,668.01
General ...	08/19/2024	GAG		SDRMA LIABILITY PAYMENT TRANSFER FRO...	27,498.36		71,166.37
Bill Pmt -...	08/19/2024	15089	SDRMA	24-25 PL renewal		27,498.36	43,668.01
Check	08/19/2024	15090	California Dept of Fish and Wildlife	wra457952, wra457953		850.00	42,818.01
Bill Pmt -...	08/19/2024	15091	SWRCB	PETITION WRA457952		1,232.98	41,585.03
Bill Pmt -...	08/19/2024	15092	SWRCB	EXTENSION OF TIME WRA457953		586.20	40,998.83
Bill Pmt -...	08/19/2024	15093	California LIHWAP	INV# 2754 Recapture Payments		1,461.60	39,537.23
Bill Pmt -...	08/19/2024	15094	Dazey's/Stephen's	JULY 2024 Billing		119.50	39,417.73
Bill Pmt -...	08/19/2024	15095	Emerald Technologies	INV#44583 Lenovo Front desk computer		382.13	39,035.60
Bill Pmt -...	08/19/2024	15096	Frontier	ALL- Field Land Lines		578.32	38,457.28
Bill Pmt -...	08/19/2024	15097	Jamie Corsetti, CPA	INV#13251		125.00	38,332.28
Bill Pmt -...	08/19/2024	15098	Microbac	JUNE 2024 Statement 6-4_6-24		2,405.00	35,927.28
Bill Pmt -...	08/19/2024	15099	Milt's Saw Shop	INV#2024-1245		589.32	35,337.96
Bill Pmt -...	08/19/2024	15100	NTU Technologies	INV# 12888 CE 818 -SEWER PLANT		1,737.00	33,600.96
Bill Pmt -...	08/19/2024	15101	Pacific Gas & Electric	WastePlant, Evergreen B&LS, Office		4,974.50	28,626.46
Bill Pmt -...	08/19/2024	15102	Recology Humboldt County	INV#32649014- Office		33.42	28,593.04
Bill Pmt -...	08/19/2024	15103	six rivers portable toilets	INV#184634 JULY		171.76	28,421.28
Bill Pmt -...	08/19/2024	15104	Verizon	CELL PHONE month billing - July 5 AUG 4		210.24	28,211.04
Bill Pmt -...	08/19/2024	15105	Verizon One Talk	DESK PHONE month billing APR 8 - JULY 7		318.79	27,892.25
Bill Pmt -...	08/19/2024	15106	Wyckoff's-Fortuna	Customer #2-7001 7-31-2024 statement		483.27	27,408.98
General ...	08/19/2024	GAG				2,062.76	25,346.22
Deposit	08/20/2024			ALL PAID	1,886.54		27,232.76
Deposit	08/20/2024			Deposit	13,549.79		40,782.55
Bill Pmt -...	08/20/2024	15107	C&K	32585		74.34	40,708.21
Bill Pmt -...	08/20/2024	15108	Napa Auto Parts	INV# MULTIPLE		455.55	40,252.66
Bill Pmt -...	08/20/2024	15109	NTU Technologies	INV# 12864 Pro Pac 9800		2,028.00	38,224.66
Bill Pmt -...	08/20/2024	15110	Pace Supply	WILLOW		2,395.54	35,829.12
Bill Pmt -...	08/20/2024	15111	Recology Eel River	Debris .07 ton- JULY Billing #249961		12.67	35,816.45
Bill Pmt -...	08/20/2024	15112	True Value	1451		136.05	35,680.40
Bill Pmt -...	08/20/2024	15113	Umpqua Bank	JULY Billing		2,336.99	33,343.41
Bill Pmt -...	08/20/2024	15114	Valley Pacific	195225 JULY 2024		2,372.10	30,971.31
General ...	08/20/2024	GAG		QB August fees		42.00	30,929.31
Check	08/21/2024	15115	Moore, Marshall C	employee Advance 8-21-2024		460.00	30,469.31
Check	08/21/2024	15116	Art McClure	Chair Regular Board Meeting AUG 21, 2024		75.00	30,394.31
Check	08/21/2024	15117	Dian Griffith	Regular Board Meeting AUG 21, 2024		50.00	30,344.31
Check	08/21/2024	15118	Marie Etherton	Regular Board Meeting AUG 21, 2024		50.00	30,294.31
Check	08/21/2024	15119	Michael McKaskle	Regular Board Meeting AUG 21, 2024 - RREDC...		188.92	30,105.39

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Redway Community Services District  
Checking Account Activity  
As of August 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Deposit	08/21/2024			ALL PAID	382.29		30,487.68
Deposit	08/22/2024			ALL PAID	393.63		30,881.31
Deposit	08/22/2024			Deposit	8,696.43		39,577.74
Deposit	08/23/2024			ALL PAID	730.67		40,308.41
Bill Pmt -...	08/23/2024	15121	gWorks	INV#2019-22488 Quarterly subscription		231.25	40,077.16
Bill Pmt -...	08/23/2024	15122	McMurchie Law Firm	INV#4828		2,820.00	37,257.16
Bill Pmt -...	08/23/2024	15123	NTU Technologies	INV# 12883 Pro Pac 9800		2,028.00	35,229.16
Deposit	08/23/2024			Deposit	9,927.18		45,156.34
Check	08/26/2024	15125	Gradin, Glenn A	USPS reimbursement cc denied		9.96	45,146.38
Check	08/26/2024	15126	Eric Moore	Employee Advance 07-26-2024		500.00	44,646.38
Deposit	08/26/2024			ALL PAID	2,287.26		46,933.64
Liability ...	08/27/2024	E-pay	United States Treasury	94-1634964 QB Tracking # 1630624814		5,419.94	41,513.70
Liability ...	08/27/2024	EFT	Employment Development Depart...	800-3247-7		466.54	41,047.16
Liability ...	08/27/2024	EFT	Employment Development Depart...	800-3247-7		234.56	40,812.60
Deposit	08/27/2024			ALL PAID	823.32		41,635.92
Deposit	08/27/2024			Deposit	9,374.05		51,009.97
Liability ...	08/28/2024		QuickBooks Payroll Service	Adjusted for voided paycheck(s)	0.00		51,009.97
Liability ...	08/28/2024		QuickBooks Payroll Service	Created by Payroll Service on 08/27/2024		741.68	50,268.29
Liability ...	08/28/2024		QuickBooks Payroll Service	Created by Payroll Service on 08/27/2024		5,423.49	44,844.80
Deposit	08/28/2024			ALL PAID	1,958.91		46,803.71
Liability ...	08/28/2024	15132	Variable Annuity Life Ins. Co.			2,234.22	44,569.49
Check	08/28/2024	15133	SEF Water	Acct# 2555000-800940		7,857.00	36,712.49
Check	08/28/2024	15134	SEF Sewer	Acct# 2556000-800940		7,977.00	28,735.49
Check	08/28/2024	15135	SRF Water Project Loan Fund #2...	For Deposit to fund #2546		6,670.00	22,065.49
Bill Pmt -...	08/28/2024	15142	ASAP	office and gate keys (12 each)		108.12	21,957.37
Bill Pmt -...	08/28/2024	15137	Blue Star	INV#1644347- office Office Gas		11.00	21,946.37
Bill Pmt -...	08/28/2024	15138	Parkinson Building Materials	ACCOUNT# 4860		60.99	21,885.38
Bill Pmt -...	08/28/2024	15139	Redway True Value	INV# Multiple		460.12	21,425.26
Bill Pmt -...	08/28/2024	15140	six rivers portable toilets	INV#186101 AUG		171.76	21,253.50
Bill Pmt -...	08/28/2024	15141	Wave	058755101-0010993		96.88	21,156.62
Deposit	08/28/2024			Deposit	12,427.65		33,584.27
Paycheck	08/29/2024	DD1398	Gradin, Glenn A	VOID: Direct Deposit Payroll Service funds reco...	0.00		33,584.27
Paycheck	08/29/2024	15129	Lewis, Todd C			1,115.46	32,468.81
Paycheck	08/29/2024	DD1401	Cherubini, Dru A	Direct Deposit	0.00		32,468.81
Paycheck	08/29/2024	15127	Cox, Cody R.			2,820.57	29,648.24
Paycheck	08/29/2024	DD1400	Chaille, Calvin C	Direct Deposit	0.00		29,648.24
Paycheck	08/29/2024	15128	Esget, Douglas R			2,221.10	27,427.14
Paycheck	08/29/2024	DD1399	Gradin, Glenn A	Direct Deposit	0.00		27,427.14
Paycheck	08/29/2024	DD1402	Gradin, Glenn A	Direct Deposit	0.00		27,427.14
Paycheck	08/29/2024	15130	Moore, Eric S			1,502.00	25,925.14
Paycheck	08/29/2024	15131	Moore, Marshall C			923.64	25,001.50
Deposit	08/29/2024			Deposit	359.72		25,361.22
Deposit	08/29/2024			Deposit	480.08		25,841.30

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Redway Community Services District  
 Checking Account Activity  
 As of August 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Deposit	08/29/2024			ALL PAID	1,559.90		27,401.20
Bill Pmt -...	08/29/2024	15143	McMurchie Law Firm	INV#4823		1,198.50	26,202.70
Deposit	08/30/2024			Deposit	86.00		26,288.70
Deposit	08/30/2024			Deposit	86.00		26,374.70
Deposit	08/30/2024			Deposit EDD	113.86		26,488.56
Deposit	08/30/2024			Deposit	11,088.22		37,576.78
Deposit	08/30/2024			ALL PAID	185.00		37,761.78
Deposit	08/30/2024			Deposit	6,011.09		43,772.87
General ...	08/30/2024	GAG		payment return		188.06	43,584.81
Check	08/31/2024			Service Charge		36.75	43,548.06
Total 1004 - Cash in Bank CCUSH - 71					171,953.37	163,160.50	43,548.06
<b>TOTAL</b>					<b>171,953.37</b>	<b>163,160.50</b>	<b>43,548.06</b>



**Redway Community Services District**  
**Reconciliation Summary**  
1004 · Cash in Bank CCUSH - 71, Period Ending 08/31/2024

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	Aug 31, 24
Beginning Balance	53,280.40
Cleared Transactions	
Checks and Payments - 80 items	-137,652.75
Deposits and Credits - 46 items	171,953.37
Total Cleared Transactions	34,300.62
Cleared Balance	87,581.02
Uncleared Transactions	
Checks and Payments - 39 items	-44,032.96
Total Uncleared Transactions	-44,032.96
Register Balance as of 08/31/2024	43,548.06
New Transactions	
Checks and Payments - 7 items	-24,351.89
Total New Transactions	-24,351.89
Ending Balance	19,196.17

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 Accrual Basis

Redway Community Services District  
 Savings Account Activity  
 As of August 31, 2024

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>							50,088.90
General ...	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
General ...	08/10/2023	GAG		CAOH Tunnel Road Water Sewer Connection fees X2		12,445.00	12,757.34
General ...	08/10/2023	GAG		CAOH Tunnel Road Water Sewer Connection fees X2		12,445.00	312.34
Deposit	08/31/2023			Interest	0.64		312.98
Deposit	09/30/2023			Interest	0.03		313.01
Deposit	10/31/2023			Interest	0.03		313.04
Deposit	11/30/2023			Interest	0.03		313.07
Deposit	12/31/2023			Interest	0.03		313.10
Deposit	01/31/2024			Interest	0.03		313.13
Deposit	02/29/2024			Interest	0.02		313.15
Deposit	03/31/2024			Interest	0.03		313.18
Deposit	04/30/2024			Interest	0.03		313.21
Deposit	05/31/2024			Interest	0.03		313.24
Deposit	06/30/2024			Interest	0.03		313.27
Deposit	07/31/2024			Interest	0.03		313.30
Deposit	08/31/2024			Interest	0.03		313.33
Total 1015 - CCUSH - Connection Fees -52					4.43	49,780.00	313.33
<b>1020 - CCUSH - Meadows Deposits - 51</b>							16,064.34
Deposit	07/31/2023			Interest	1.36		16,065.70
Deposit	08/31/2023			Interest	1.36		16,067.06
Deposit	09/30/2023			Interest	1.32		16,068.38
Deposit	10/31/2023			Interest	1.36		16,069.74
Deposit	11/30/2023			Interest	1.32		16,071.06
Deposit	12/31/2023			Interest	1.36		16,072.42
Deposit	01/31/2024			Interest	1.37		16,073.79
Deposit	02/29/2024			Interest	1.28		16,075.07
Deposit	03/31/2024			Interest	1.37		16,076.44
Deposit	04/30/2024			Interest	1.32		16,077.76
Deposit	05/31/2024			Interest	1.37		16,079.13
Deposit	06/30/2024			Interest	1.32		16,080.45
Deposit	07/31/2024			Interest	1.37		16,081.82
Deposit	08/31/2024			Interest	1.37		16,083.19
Total 1020 - CCUSH - Meadows Deposits - 51					18.85	0.00	16,083.19

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Cash in County - Water</b>							651,627.30
<b>1100 - #2546 SRF Water Proj Loan Fund</b>							181,345.37
Check	09/27/2023	14365	SRF Water Project Loan ...	For Deposit to fund #2546 For JULY, AUG, SEPT 2022	20,057.00		201,402.37
Check	12/14/2023	14553	SRF Water Project Loan ...	For Deposit to fund #2546 For OCT, NOV, DEC 2022	19,937.00		221,339.37
General ...	02/02/2024	GAG		JAN 2024 Payment		38,250.00	183,089.37
Check	04/17/2024	14844	SRF Water Project Loan ...	For Deposit to fund #2546 For JAN, FEB, MAR 2023	19,818.00		202,907.37
General ...	05/31/2024	County			3,875.14		206,782.51
General ...	06/28/2024	GAG		transfer from SEF-Water to bring WSLF account current...	59,873.00		266,655.51
General ...	06/30/2024	GAG		trn from 2556 to bring account current to 5-31-2024	72,985.00		339,640.51
Check	08/28/2024	15135	SRF Water Project Loan ...	To close fiscal 2023/2024	6,670.00		346,310.51
Total 1100 - #2546 SRF Water Proj Loan Fund					203,215.14	38,250.00	346,310.51
<b>1105 - #2547 SRF Payment Reserve Fund</b>							84,655.94
General ...	05/31/2024	County			1,647.54		86,303.48
Total 1105 - #2547 SRF Payment Reserve Fund					1,647.54	0.00	86,303.48
<b>1110 - #2548 Davis Grunsky '68 Reserve</b>							4,731.69
General ...	05/31/2024	County			92.09		4,823.78
Total 1110 - #2548 Davis Grunsky '68 Reserve					92.09	0.00	4,823.78
<b>1115 - #2549 Davis Grunsky '74 Reserve</b>							19,087.98
General ...	05/31/2024	County			371.48		19,459.46
Total 1115 - #2549 Davis Grunsky '74 Reserve					371.48	0.00	19,459.46
<b>1120 - #2550 Tax Revenue Fund-Water</b>							135,165.09
General ...	07/01/2023	GAG				688.60	134,476.49
General ...	07/01/2023	alsb 8		to reverse client posted on 7/1 s/b 6/30	688.60		135,165.09
General ...	01/03/2024	GAG				23,519.26	111,645.83
General ...	05/31/2024	Prop Tax			66,198.51		177,844.34
General ...	05/31/2024	County			2,656.33		180,500.67
General ...	06/28/2024	GAG		Transfer to SEF-Water		140,951.00	39,549.67
General ...	06/28/2024	GAG		transfer to SEF Sewer		25,745.00	13,804.67
Total 1120 - #2550 Tax Revenue Fund-Water					69,543.44	190,903.86	13,804.67

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 Accrual Basis

Redway Community Services District  
 Savings Account Activity  
 As of August 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1125 - #2555 SEF - Water</b>							200,778.74
General ...	11/07/2023	GAG				9,979.51	190,799.23
General ...	02/12/2024	GAG		Transfer from savings for Truck purchase		50,000.00	140,799.23
Check	03/19/2024	14785	SEF Water	Acct# 2555000-reimburse excess truck purchase funds	10,738.52		151,537.75
General ...	05/27/2024	GAG		transfer to OP for Metron Farnier meters		69,018.51	82,519.24
General ...	05/31/2024	County			3,972.54		86,491.78
General ...	06/28/2024	GAG		Transfer from Water Tax brings SEF W current to 6=30-...	140,951.00		227,442.78
General ...	06/28/2024	GAG		transfer to WSLF to bring WSLF account current to 6-30...		59,873.00	167,569.78
Check	06/28/2024	15007	SEF Water	#2555 For bring currrent to 5-31-2024	85,975.00		253,544.78
General ...	06/30/2024	GAG		Transfer to SEF Sewer to make SEF S current to 5-31-...		87,438.00	166,106.78
General ...	08/19/2024	GAG		SDRMA LIABILITY PAYMENT TRANSFER TO OPERA...		27,498.36	138,608.42
Check	08/28/2024	15133	SEF Water	To close fiscal 2023/2024	7,857.00		146,465.42
Total 1125 - #2555 SEF - Water					249,494.06	303,807.38	146,465.42
<b>1130 - #2557 T &amp; D Rehab Proj. Fund</b>							25,862.49
General ...	03/12/2024	GAG		MIKSIS Manhole Rehab		23,216.00	2,646.49
General ...	05/31/2024	County			503.33		3,149.82
Total 1130 - #2557 T & D Rehab Proj. Fund					503.33	23,216.00	3,149.82
Total Cash in County - Water					524,867.08	556,177.24	620,317.14
<b>Cash in County - Sewer</b>							156,825.06
<b>1135 - #2551 Tax Revenue -Sewer</b>							69,091.48
General ...	07/01/2023	GAG		USDA LOAN PAYMENT AUG 2023		40,896.25	28,195.23
General ...	02/01/2024	GAG		Feb 2024 Interest Payment		10,732.50	17,462.73
General ...	05/31/2024	County			914.22		18,376.95
General ...	05/31/2024	Prop Tax			58,221.22		76,598.17
General ...	06/28/2024	GAG		transfer to SEF Sewer		70,000.00	6,598.17
Total 1135 - #2551 Tax Revenue -Sewer					59,135.44	121,628.75	6,598.17
<b>1140 - #2554 RCSD RECD Grant Sewer</b>							864.86
General ...	05/31/2024	County			16.83		881.69
Total 1140 - #2554 RCSD RECD Grant Sewer					16.83	0.00	881.69

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 Accrual Basis

Redway Community Services District  
 Savings Account Activity  
 As of August 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1145 - #2556 SEF - Sewer</b>							29,708.08
General ...	01/29/2024	GAG		Pump for Azalea Lift Station		13,618.19	16,089.89
General ...	05/31/2024	County			524.94		16,614.83
General ...	06/28/2024	GAG		Transfer from Sewer TAX to be current to 6-30-2023	95,745.00		112,359.83
General ...	06/30/2024	GAG		Transfer from SEF Water to make SEF S current to 5-3...	87,438.00		199,797.83
General ...	06/30/2024	GAG		trn to 2546 to make WSLF current to 5-31-2024		72,985.00	126,812.83
Check	08/28/2024	15134	SEF Sewer	To close fiscal 2023/2024	7,977.00		134,789.83
Total 1145 - #2556 SEF - Sewer					191,684.94	86,603.19	134,789.83
<b>1150 - #2558 I &amp; I Project Fund-Sewer</b>							6,267.48
General ...	05/31/2024	County			121.97		6,389.45
Total 1150 - #2558 I & I Project Fund-Sewer					121.97	0.00	6,389.45
<b>1155 - #9855 95 COP Payment Fund-Sewer</b>							1,346.15
General ...	05/31/2024	County			26.20		1,372.35
Total 1155 - #9855 95 COP Payment Fund-Sewer					26.20	0.00	1,372.35
<b>1160 - #9856 '95 Reserve Fund Sewer</b>							49,547.01
General ...	05/31/2024	County			964.25		50,511.26
Total 1160 - #9856 '95 Reserve Fund Sewer					964.25	0.00	50,511.26
Total Cash in County - Sewer					251,949.63	208,231.94	200,542.75
<b>TOTAL</b>					<b>776,839.99</b>	<b>814,189.18</b>	<b>837,281.42</b>

**Redway Community Services District**  
**Payments from Customers**  
 As of August 31, 2024

Type	Date	Memo	Amount
<b>1300 - Accounts Receivable</b>			
Deposit	08/01/2024	ALL PAID	-398.74
Deposit	08/02/2024	ALL PAID	-385.44
Deposit	08/05/2024	ALL PAID	-604.38
Deposit	08/06/2024	ALL PAID	-630.88
Deposit	08/07/2024	ALL PAID	-400.00
Deposit	08/08/2024	ALL PAID	-497.00
Deposit	08/09/2024	ALL PAID	-250.00
Deposit	08/09/2024	Deposit	-20,691.56
Deposit	08/12/2024	ALL PAID	-218.34
Deposit	08/13/2024	ALL PAID	-1,181.06
Deposit	08/13/2024	Deposit	-9,202.80
Deposit	08/14/2024	ALL PAID	-4,093.57
Deposit	08/14/2024	Deposit	-15,748.39
Deposit	08/15/2024	ALL PAID	-1,370.20
Deposit	08/16/2024	ALL PAID	-481.00
Deposit	08/16/2024	Deposit	-5,592.99
Deposit	08/19/2024	ALL PAID	-301.07
Deposit	08/20/2024	ALL PAID	-1,886.54
Deposit	08/20/2024	Deposit	-13,549.79
Deposit	08/21/2024	ALL PAID	-382.29
Deposit	08/22/2024	ALL PAID	-393.63
Deposit	08/22/2024	Deposit	-8,696.43
Deposit	08/23/2024	ALL PAID	-730.67
Deposit	08/23/2024	Deposit	-9,927.18
Deposit	08/26/2024	ALL PAID	-2,287.26
Deposit	08/27/2024	ALL PAID	-823.32
Deposit	08/27/2024	Deposit	-9,374.05
Deposit	08/28/2024	ALL PAID	-1,958.91
Deposit	08/28/2024	Deposit	-12,427.65
Deposit	08/29/2024	ALL PAID	-1,559.90
Deposit	08/30/2024	ALL PAID	-185.00
Deposit	08/30/2024	Deposit	-6,011.09
Total 1300 - Accounts Receivable			-132,241.13
<b>TOTAL</b>			<b>-132,241.13</b>

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**Redway Community Services District**  
**A/P Aging Summary**  
As of August 31, 2024

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
<b>Calpers</b>	13,021.62	0.00	0.00	0.00	0.00	13,021.62
<b>David Katz</b>	0.00	900.00	0.00	0.00	0.00	900.00
<b>GHD Inc</b>	0.00	64,314.70	0.00	0.00	0.00	64,314.70
<b>Hach</b>	0.00	7,427.21	0.00	0.00	0.00	7,427.21
<b>Industrial Service &amp; Supply Inc</b>	6,275.36	6,275.36	0.00	0.00	0.00	12,550.72
<b>McMurchie Law Firm</b>	1,974.00	0.00	0.00	0.00	0.00	1,974.00
<b>Metron Farnier, LLC</b>	0.00	0.00	56,932.41	0.00	0.00	56,932.41
<b>Pacific Gas &amp; Electric</b>	9,203.13	0.00	0.00	0.00	0.00	9,203.13
<b>TOTAL</b>	<u><u>30,474.11</u></u>	<u><u>78,917.27</u></u>	<u><u>56,932.41</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>166,323.79</u></u>

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**Redway Community Services District**  
**Payroll Details by Account**  
 August 2024

	Aug 24	Aug 23	Jul - Aug 24
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
<b>Administrative &amp; General</b>			
<b>Insurance</b>			
5035 · Retiree Health Insurance	0.00	130.02	0.00
5040 · Employee Health Insurance	23,236.42	11,768.62	23,236.42
<b>Total Insurance</b>	23,236.42	11,898.64	23,236.42
5100 · Payroll Taxes	5,123.80	4,806.83	8,827.30
5150 · Wages	31,335.34	27,138.11	54,701.82
<b>Total Administrative &amp; General</b>	59,695.56	43,843.58	86,765.54
<b>Water Treatment</b>			
5220 · Wages	9,983.15	9,689.56	17,631.84
<b>Total Water Treatment</b>	9,983.15	9,689.56	17,631.84
<b>Water Trans &amp; Distribution</b>			
5320 · Wages	8,784.23	8,876.70	14,970.48
<b>Total Water Trans &amp; Distribution</b>	8,784.23	8,876.70	14,970.48
<b>Sewer Treatment</b>			
5420 · Wages	11,954.73	13,155.69	20,007.07
<b>Total Sewer Treatment</b>	11,954.73	13,155.69	20,007.07
<b>Sewer Collection</b>			
5520 · Wages	6,260.84	3,995.39	8,979.65
<b>Total Sewer Collection</b>	6,260.84	3,995.39	8,979.65
<b>Total Expense</b>	96,678.51	79,560.92	148,354.58
<b>Net Ordinary Income</b>	-96,678.51	-79,560.92	-148,354.58
<b>Net Income</b>	<b>-96,678.51</b>	<b>-79,560.92</b>	<b>-148,354.58</b>

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## Past Due List Status

<b>Past Due Status as of 7-31-2024</b>	<b>amount</b>
Number of accounts on the past due list	80
The Average Bill	\$770.61
The Median Bill	\$694.86
Low Balance at 90 days	\$11.57
High Balance at 90 days	\$2,707.15
Current balance Past Due List	\$61,648.75
Current Balance of at 90 days	\$20,574.30
Addresses currently off	18
<b>Past Due status as of 6-30-2024</b>	<b>amount</b>
Number of accounts on the past due list	67
The Average Bill	\$671.33
The Median Bill	\$634.58
Low Balance at 90 days	\$11.57
High Balance at 90 days	\$2,240.17
Current balance Past Due List	\$44,979.34
Current Balance of at 90 days	\$16,175.08
Addresses currently off	19

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

## General Manager's Report

September 9th, 2024

We had an *Ordinance committee meeting* on the 6<sup>th</sup> of September last week. We went over the final revision of the Water Ordinance that we received from David McMurchie, our District Attorney. There are a few spelling errors that need to be corrected, as well as a few things that will need to be added in. During our committee meetings leading up to the draft it was decided that we needed to add more language to the forbearance period, that didn't make it into the final draft, which was brought up by Director Sutton. What was discussed was that it should state in the ordinance that the forbearance period could go into effect sooner if there was a lower flow than usual in the South Fork of the Eel River before the set forbearance in the ordinance.

If we were to hit 25 CFS in the River then it would trigger conservation 1, which should affect the usage of any Commercial Agriculture producers in the District that are operating. Then there is the Cross Connection Control Policy that we have written for the Redway CSD, and it needs to be in the appendices, so that people are directed toward that document from the Water Ordinance. Another thing that was brought up is that there is no real mechanism for downsizing a series of meters for multiple builds on one property. I explained to the committee that there are a few things that will have to wait until the next revision in a couple of years, as it is a living document, and is meant to be revised every couple of years.

So, we are talking about the committee meeting that we had here in the GM report as well as the Water Ordinance, which are both on the agenda. I will be working on the corrections with McMurchie who is out of the country until 23<sup>rd</sup> of September. Once the Water ordinance is finalized and fully approved in October, and after all the Ordinance steps have been taken, we will then move onto after Conservation. After the Water Conservation ordinance has been reviewed and finalized, we will be moving into personnel policy. I have still not heard back from the State regarding our



Redway Community Services District  
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Cross Connection Control Program that was sent out. I will reach out this week in hopes of having something to report to the Board by the 17<sup>th</sup>.

*Security:* We have received the new signage for the ponds that receive the Effluent from the Wastewater Treatment Plant. In the next couple of months, we hope to have rear backup cameras installed in all of our trucks for safety and truck protection. I wanted to ask the board if we would want a 24/7 “one camera” for the front of the office for security as well.

*DWR “Department of Water Resources”.* Our next quarterly report is due on the 11<sup>th</sup> of September that we are on track with. We were just recently notified that last week our project manager for this grant was leaving GHD. We have a new project Manager from GHD based out of the Eureka office, his name is Steven Pearl. He has all the documentation I spoke with him a couple of time last week as well as this week. We spoke about 50% design, and the progress report that is due to the Department of Water Resources on the 11<sup>th</sup>. He will be coming down the week of the 23<sup>rd</sup> for a site visit just to put his eyes on things.

*Wastewater Infrastructure Improvements Project.* On July 19<sup>th</sup>, 2023, the Board of Directors for the Redway Community Services District passed and adopted *Resolution No. 2023-2024-01* authorizing the General Manager for RCSD to execute for financial assistance application for financing agreement with the State Water Resources Control Board for Planning, Design, and Construction of the Wastewater Infrastructure Improvements Project. This Resolution is in Correspondence in the packet.

I will be contacting the County again regarding the Pit Privy that would work for us now that we have secured a means of transporting our sewer waste from the Water Treatment Plant. We have also secured forks for our Kubota tractor; this means that we will be able to receive all shipments directly to the yard at the Water Plant. This will save a lot of wear and tear on vehicles and will save on time as well throughout the month.

Cody Cox  
GM



To: RCSD Board of Directors

Office Manager's Memo

September 17<sup>th</sup>, 2024

Credit card processing. For the month of August, we had 74 transactions with a value of \$20,700.75. In July, we had 72 transactions with a value of \$18,163.65. With ALLPAID the customers are charged 2.25% for each phone, website or in-person transaction with no fees to RCSD.

RCSD needs new billing software. I performed due diligence in finding a new software provider. El Dorado has been in the rearview mirror for seven years now. They were pricey then compared to RVS. Their pricing really has not changed much, now they are affordable compared to what we were offered by UBMMax' s parent company and others. The other two companies were Black Mountain and CUSI, both were very costly. We are in the final stages before implementation. We will be going to El Dorado during the month of October. Initial cost \$4,300 first year with onboarding, and \$1,920 for renewal years. The credit card portion of the El Dorado Software has a Credit Card feature and ACH also both of which are driven by the customer not the district. We will offer our walk up and phone call transactions as we have with a 2.25% rate. The portal on the website will provide so much more than ever before, a view of the bill with usage charts. ACH is \$1.95 credit card processing through the website is 3.5%.

gWorks Utility Billing. gWorks bought UBMMax and has their own billing platform for small utilities. gWorks is pressuring us to update to their latest software. As mentioned above we are moving to El Dorado, and they will be occupying this space in two month after the implementation has been completed. El Dorado has been on my radar, but we have avoided them due to the availability of less expensive software. With the experience I have gained I know it is a matter of time before the next least expensive software goes via the upgrade and gets modernized.

Profit to Loss. Fiscal 2024/2025 has just begun. July 1<sup>st</sup> to August 31<sup>st</sup> is 16.6% of the Fiscal year. Income was \$260,831 which is 17% of operational funding of \$1,568,554. Expenses through August totaled \$254,760 which is 18% of the projected approved expenses of \$1,441,825 for the 2024/2025 fiscal year.

Billing and Allocations. Our past due for the month of August was \$61,648.75. In July it was \$44,979.34. In June was \$104,114.55. It appears that the past due fluctuates around \$10,000 up or down every month. The highest in February 2024 was \$141,986.14 from \$37,000 in March 2020.

2023-2024 Audit. We have received the packet from ALSB for the 2024 Audit. I have been in contact with Jamie regarding the state of our QuickBooks and she wants to come down and review our set-up and make necessary adjustments you cannot see from examining from online. We should be receiving the latest statements soon then we can get Jamie down here. I feel good about the Auditors office with the County, they have been helpful and timely, thank you Grace. As far as the audit process of 2023/2024 is concerned all the invoices and statements with a June 30<sup>th</sup> date must be paid to proceed with the 2023/2024 audit. We have received property tax deposits into our tax accounts, we are current through 5-31-2024 another property tax deposit for 6-30-2024 will be made in a while.

Past Due accounts. Currently we have eighteen properties shut off. A couple of the shut-off accounts are due to customer requests, not past due. Dru has been diligent in reaching out to everyone that is on the current past due list.

Wastewater Treatment plant Infrastructure Improvements. We have contacted GHD and request processing reimbursement requests with the state quarterly. They responded and we will see another \$61,000+ reimbursed to us by the end of September, hopefully.

Redway Emergency water storage and supply project. In this project we have secured funding for electronic meters. We have receipts for 250 meters that we will be submitting to DWR for reimbursement approximately \$115,000. We are scheduled for approximately 500 meters. The funds we receive will used to purchase more meters.

Arrearage Program June 2021 through December 2022. We have received the funds of \$22,678.35 which will be applied to the accounts. A couple of the accounts have been closed. We have repaid those funds to LIHWAP.

New Connections. I have reviewed the New Connections list. The Redway Community Services District approved fifteen new SFRE Connections after the last capacity analysis. As of now we still have four unclaimed new connections available. If everyone on the list had their proposed build outs listed as active construction, we would be in a deficit of thirty-five new connections. We have three Applicants who have paid their Application fees for their various projects but have elected to let the residents fill out the list for the remaining four unclaimed SFRE's. At this point anyone trying to enter the new construction list after the last four are filled would have to be placed after the proposed build outs of the others already on the list, unless they elect to let it pass on a case-by-case basis.

The election in November. We have three directors that are up for election this November. The County reports that there are four applicants for the three spots that are available. I called the Election Department and indicated that after August 10<sup>th</sup> no one can drop out. So, we are going to pay for our share of the elections cost due to the population of Redway, estimates are around \$1,000.

Proposition 'O'. Last month we had representatives from Humboldt County Appear at the Regular Board Meeting to share and discuss Prop 'O'. Prop 'O' is funding for our deteriorating roads here in Humboldt County. The measure raises funds that will be deposited into the general fund but is earmarked for public works, mainly to repair roads. As we have seen in the past when money is in the general fund priorities change and money is redirected. The county is hoping that Prop 'O' has the same "promises kept" as in the first years of Prop 'Z'. Then there was skepticism when in the following years money did not go outside of the lesser non county agencies Currently Prop 'Z' is on a three-year spending plan, for the ways they have used the funds. The authors of Prop 'O' have transparency built into the program, when another agency request funds it will be apparent because the public will be informed. A portion of the Prop "O" tax money is earmarked for bussing, which needs growth, cannot use a bus that does not pass by when the residents need them.

New Office Signage. We need signage, so that our customers can find us. Our large sign from the old office is being installed on the right side of the large windows. We have an enclosed bulletin board to the left of the large windows. There is a twenty-four" sign that we will apply to the center window matching our neighbors in size and location. There is a window treatment of perforated vinyl for the front windows and the door. These vinyl sheets will be applied to the inside of the windows not the outside which is usual. We also applied a vinyl sticker to the front door as well.

Savings Accounts with County. All accounts are caught up to June 30 2024. SEF W monies continue to come in from past due accounts getting caught up, we made the deposit out of operations, any money that comes in ear marked for SEF-W will go to the operational account at Vocality.

Respectfully,

**Glenn Gradin**

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

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## Water Treatment

We are currently still at 350 GPM but will be dropping it down this week, this is what is projected by our operators during the morning meetings. Right now, operations are at 9-12 hours depending on backwash rate during the week. We are still having intermittent Communication issues with Rust tank. What we believe we need to do next is test the Yagi Antenna's. In my experience the Omni Antennas are much more reliable than the directional Yagi Antenna's. We will be testing this theory next week. The crew has completed the installation of the new commercial fire hydrant at the Water treatment Plant, with good operation pressure and flow for fire engines. I will be letting the Redway Fire Chief know of its location.

## Wastewater Treatment

We have some good news regarding biosolids management disposal. What we would normally do is have to rent a dump truck and make several loads to the Fortuna dump to dispose of the treated Biosolids "sludge". As you can imagine this cost quite a bit. Doug Esget our Water Treatment CPO has been the squeaky wheel with Recology Eureka and has secured us a Biosolids disposal account at the Redway Transfer Station. This is huge for us. Since we have quite a bit of inventory. We will slowly introduce it to the Transfer Station this season and assure them that we will bring it in throughout the next year and not all at once, or within 2-3 months, it will be as it dries.

Our CPO Calvin Chaille's last day will be on October 31<sup>st</sup>, and he has signed the letter that I had provided to him this week. It has been a pleasure working with Calvin throughout the years, we have had our ups and downs, with challenges here and there at the Wastewater Plant. I will say that even though we have disagreed from time to time we have always ended in an agreement over what he and I thought was best for the District. I wish Calvin the best in whatever he chooses to do next.

## Wastewater Collection

Last year when we were utilizing our sewer camera inspection equipment, we discovered lots of root intrusion. Now that the field crew has completed the Willow meter project, and has installed the new commercial hydrant, the crew is wasting no time moving onto the next project. On par avenue there is a dead-end cleanout near 264 Par Avenue. Eric Moore our crew/field supervisor has prioritized this area because of the infiltration that was documented here. This will be a larger excavation job that we will be handling in-house.

We anticipate this to take 2-3 days for completion. For the months of September and October we will be moving back into smoke testing. Back in May 2024. I applied for TA money through the North Coast Resource Partnership. I was informed by the Division of Financial Assistance that the contract was coded to the wrong funding source when they were routing it for signatures. This caused a delay in them being able to execute the Grant with NCRP. They told us that they were expecting new funding to be assigned this month "September 2024", and then they could continue with executing the contract, contacting facilities, etc.

They stated that the silver lining is that we should have through 2029 to use all of the funds instead of just mid-2026. This should make any potential construction project needs more feasible since as we all know they can take several years to get going. This is what we have been told by DFA for now.

## Water Distribution

District staff in the office continues to utilize Waterscope, the platform for all our electronic meters that we are putting in the ground. We are reaching out to customers that clearly have a leak. We are only notifying these customers once or twice, and beyond that it is the ratepayers' responsibility to take action on said leak or wasteful usage, not the Districts. For the most part the ratepayers that are notified immediately take action and are very thankful for the new tool they have.

We are also looking for some new meter boxes that are poly, or lightweight and that are traffic rated. There are a few models that Pace sells, currently Eric and I are in the middle of choosing one. Beyond this, operations in the Distribution system are under normal conditions, and we do not have any large, or visible leaks in the Distribution system.

Cody Cox

GM

RCSD

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## Redway CSD – Production/Treatment Activity

**September 6, 2024**

Unit of measure is gallons:

### Water Production Report: For August 2024

	<b>Water Produced</b>	<b>District Use</b>	<b>Unmetered</b>	<b>Sold</b>	<b>Daily Avg.</b>
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
Jun 2024	5,542,264	487,374	2,680,678	2,374,212	184,742
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
Jul 2024	7,484,265	871,188	1,621,506	4,755,029	233,798
Aug 2022	5,994,065	746,286	769,301	4,478,478	193,357
Aug 2023	5,897,412	676,538	998,436	4,222,438	190,239
Aug 2024	6,039,568	975,518	1,372,042	3,692,008	194,825

### Wastewater Treatment Report: For August 2024

	<b>Influent</b>	<b>Effluent</b>	<b>Difference</b>
May 2024	3,797,441	3,740,124	57,317
Jun 2024	2,816,243	2,286,068	530,175
Jul 2024	3,073,236	2,886,732	186,504
Aug 2024	2,759,360	2,171,542	587,818

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Aug 2024

# 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 2-13-24

Monthly Inspection recorded on unit.

Date 8-2-24

## 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 8-5-24

## SECTION 3

### Work Areas

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

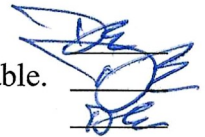


Date 8-6-24

## SECTION 4

### Electrical Equipment

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



Date 8-6-24

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 8-8-24

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 8-7-24

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  
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Date 8-7-24

Any Incidents to Report for month NONE

Signature [Handwritten Signature]

Date 8-1-24

# 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	d) Training subject
b) Employee's department	e) Whether a certificate was issued
c) Date of training	

b. Safety Meetings

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

Check (✓) if the Program was <u>Training</u>	Check (✓) if the Program was a <u>Safety Meeting</u> <input checked="" type="checkbox"/>
Training/Safety Meeting Subject(s): <i>REMEMBERING TIM: A LIFE LOST TO HEAT ILLNESS AT WORK VIDEO</i>	
Certificate Issued (circle answer): Yes <input type="radio"/> No <input checked="" type="radio"/>	
Training/Meeting Date: <i>7-3-24</i>	Training Instructor/Meeting Leader Name(s): <i>D. EBERT</i>
Description of Training Provided or Safety Meeting Topic(s): <i>ILLUSTRATES HOW EASY HEAT ILLNESS CAN AFFECT A PERSON. ALSO, QUICK VIDEO FROM OSHA ON HEAT ILLNESS PREVENTION &amp; PRECURSORS. AS WELL AS OSHA HEAT STRESS! </i>	
Course or Meeting Handouts (attach to this form):  <i>REDONE WITH EVERYONE PRESENT.</i>	

Employee Name (PRINT)	Employee Name (SIGNATURE)
DANIELS ESSLET	<i>[Signature]</i>
Calvin Chaille	<i>[Signature]</i>
Cory Cox	<i>[Signature]</i>
MARSHALL Moore	<i>[Signature]</i>
Todd Lewis	<i>[Signature]</i>
Eric Moore	<i>[Signature]</i>

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

## Memorandum

<b>To</b>	Board of Directors
<b>Agency</b>	Redway Community Service District
<b>From</b>	Jennie Short, Project Manager
<b>Mtg. Date</b>	September 18, 2024
<b>Project</b>	Water Rights Update - Meadows Business Park Unit 3 Lake and Streambed Alteration Notification to CDFW Division of Drinking Water Permit Amendment Application

### Update on Status

During the required coordination for the Petition for change in Place of Use with the California Department of Fish and Wildlife, it came to light that RCSD does not hold a current Lake or Streambed Alteration Agreement for the ongoing operational diversion of water from the SF Eel River. This will need to be remedied in the near future and will likely be a comment from CDFW when the project is sent to them by DWR. Submittal of the application to CDFW can begin immediately if the Board desires to pursue this deficiency now. The fee for the 1600 notice is \$700.

Secondly, the SWRCB Division of Drinking Water (DDW) has notated on the field inspections that RCSD needs to apply for an amendment to the Drinking Water Permit to add the infrastructure that was purchased from the Meadows Park Property Owners Association in 1998. This will need to be remedied as part of this project. Additional research and request for historical documents from the County Public Works Department and Environmental Health Department will be needed so that we can attempt to supply maps with the details of the infrastructure to DDW. Those plans appear to have been sent to DDW back in the 1990s, but current DDW staff has informed me that they have been unable to find them in their files. Submittal of the application to DDW can begin immediately if the Board desires to pursue this deficiency now.

### RECOMMENDED ACTIONS

1. The Board authorize Jennie Short and Cody Cox to prepare and submit the application (1600 notice) to CDFW for the diversion of water from the SF Eel River at the Infiltration Gallery.
2. The Board authorizes payment of the fees required for submission of the 1600 Notice to CDFW.
3. The Board authorize Jennie Short and Cody Cox to prepare and submit the application to the Division of Drinking Water for the addition of the distribution system and 100,000-gallon concrete tank purchased from the Meadows Park Owner Association to the RCSD Water Permit for System #1210011.

Attachments:  
None

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Redway Community Services District  
3168 Redwood Dr. Redway CA  
(707) 923-3101

Date: \_\_\_\_\_

*Notice of Surface Water Runoff or Groundwater Intrusion into RCSD Sanitary Sewer*

Address: \_\_\_\_\_

This is a notice to the property address listed above requesting that repairs be made or possible replacement of your sewer connection lateral that is attached to our sanitary sewer, that come from your property that collects your sewage for treatment at our Wastewater Treatment Facility here in Redway. The repairs or replacement need to be satisfied in a reasonable amount of time, typically 3-6 months. We will work with you. If you have any questions, please call our office at the above-listed number. The office is open Monday to Thursday 9am-5pm every week.

We appreciate your help in this matter with abating the issues the District faces with the I&I (Inflow and Infiltration) to the town's Sewer Collection System, due largely to Root Intrusion around the town of Redway at our customers sewer laterals.

Thank you,

Redway CSD

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### R.C.S.D. Generator Run Times With Full Tank 2024

Place	KW	Tank Size (gal)	Run Time at 1/2 Load	Fuel
Water Plant	150	100	17	Diesel
Dogwood L.S.	60	400	138	Diesel
Wasteplant	80	240	70.5	Diesel
Evergreen L.S.	20	250	124	Propane
Mill L.S.	20	250	124	Propane
West Coast L.S.	45	289	72	Propane
Azalea L.S.	35	288	82	Propane

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During the Months of September and October 2024, the Redway Community Services District will be conducting Sanitary Sewer Maintenance throughout town. We will be inspecting our Sewer system with our camera equipment, to help identify where the worst root intrusion is in the District. We will also be smoke testing throughout town. When we begin to smoke test, residents may notice smoke exiting through their plumbing vents off their roof, which is normal. There could be smoke intrusion into the residence if there is faulty, detached, or separated pipe/plumbing which can occur in older houses. Smoke testing is a common practice and has been an approved method with the State of California for years. The smoke is tasteless, odorless, and nontoxic.

The District would also like residents to know that we are replacing our aged meters with new electronic meters that were secured through the *Small Community Drought Relief Grant*, through the Department of Water Resources. This grant also includes a new tank up on Rusk Lane where existing tanks are located. This will increase our storage capability for our ratepayer's demand as well as fire flow capability. Within this grant we are also rehabilitating our multimedia filters at our Surface Water Treatment Plant. We do not have a completion date for the new tank or the Filter job yet. We are at 50% design, and it is moving right along. The reason that we have already started on the meter installations, which is a part of the grant, is because we are self-performing the full installation of these meters ourselves, so that we can save money, and squeeze in the filter rehab.

We would also like to add that we are updating our aged dry barrel fire hydrants to new commercial grade wet barrel fire hydrants. We have already installed 6 throughout town, and have an inventory of 20 more hydrants to be installed in the coming years, which is an ongoing capital improvements project. This hydrant project is being is also being done in house, and is not contracted out, and is not part of a grant.

The Redway Community Services District thanks you in advance for your understanding of our continued maintenance, inspections, installations and repairs that will be ongoing until completion. If there are any concerns or questions you can reach us at (707) 923-3101.

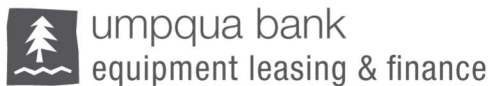
Cody Cox,

X 

General Manager

Redway CSD

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August 20, 2024

Cody Cox  
General Manager  
Redway Community Services District  
1150 Evergreen Road, Suite 2  
Redway, CA 95560

Dear Cody:

I am pleased to present the terms and conditions of our proposal to lease equipment to Redway Community Services District. This letter is not an approval to enter into a lease, nor should it be construed as an offer or commitment to perform any undertaking.

An approval of this proposal may be considered after full review by the appropriate officers of Financial Pacific Leasing, Inc. and Umpqua Bank. Final approval may contain additional or modified terms.

Please indicate your interest in our proposal by signing and returning the enclosed copy of the "Terms and Conditions", along with the Security Deposit, by August 30, 2024. By accepting our proposal, you agree that Umpqua Bank Equipment Leasing & Finance shall not be held liable for any action or inaction stemming from this letter.

Thank you for this opportunity to respond to your needs. We hope that our proposal is both timely and competitive, and we look forward to working with you to successfully fund and close this transaction.

Sincerely,

A handwritten signature in black ink that reads "Bruce Atkinson".

Bruce Atkinson  
Vice President – Umpqua Bank Equipment Leasing & Finance

A handwritten signature in black ink that reads "Anastasia Efstathiou".

Anastasia Efstathiou  
Vice President – Relationship Manager, Government Banking

**Terms and Conditions:**

**Lessor:** Financial Pacific Leasing, Inc., d.b.a. Umpqua Bank Equipment Leasing & Finance, a subsidiary of Umpqua Bank or it’s assigns (“Lessor”)

**Lessee(s):** Redway Commercial Services District

**Equipment Financing Vehicle:** Municipal Lease-Purchase Agreement

**Equipment & Cost:** DESCRIPTION OF EQUIPMENT & COST, (the “Equipment”). All Equipment shall be satisfactory to Lessor.

**Lease Amount:** Not to exceed \$380,000.00 in the aggregate.

**Lease Term:** Ten (10) years

**Payments:** Twenty (20) payments, payable semi-annually in arrears.

**Lease Rate Factor:** 6.5618% of the Equipment’s original cost.

The lease rate specified above is based upon the like term (10 year) Annual SOFR Swap rate sourced from Chatham Financial Market Data (“Index”) at 3.441% as of July 1, 2024. Should the Index increase prior to any lease schedule documentation and commencement, the lease rates shall be adjusted to maintain the economic returns anticipated by Lessor.

**Tax Benefits:** The lease shall be considered a municipal lease/purchase and qualifies for tax-exempt status. Lessee shall pay all fees, assessments, sales, use, property and other taxes imposed, except those levied on the net income of Lessor by the United States, the State of California, or other applicable jurisdiction.

**Commencement Date:** It is contemplated that the Equipment will be installed and acceptable for Lease Commencement on December 31, 2024 and/or on the first or fifteenth day of each month thereafter.

**Interim Interest:** Interim Interest will be payable from the funding date to the Lease Commencement Date at a rate equal to the Implicit Interest Rate applied on a per diem basis to the amount funded.

**Progress Payments:** Lessor will consider periodically disbursing funds to various Equipment vendors under a progress payment agreement (PPA) between Lessor and Lessee. Any funds outstanding under the PPA shall accrue interest from the date of funding to the lease funding date at the 30 day average SOFR rate + 50bp. Such interest shall be calculated 15 days prior to the 1<sup>st</sup> day of each month and shall be fixed for each monthly period thereafter. Interest shall be payable on the 1<sup>st</sup> day of



each month after initial funding. No interest shall be capitalized into the Equipment cost.

- End of Lease Options:** At the end of the initial lease term, Lessee will have the option to purchase all, but not less than all, of the Equipment for \$1.00.
- Expiration of Facility:** All takedowns shall occur prior to December 31, 2024 and without extension, the facility shall expire. Lessor shall have no obligation to lease any item of Equipment after said date.
- Net Lease:** All costs of operation, maintenance, taxes, insurance and other affiliated costs will be paid by Lessee as this transaction has been structured as a net lease.
- Insurance:** Lessee will provide evidence of all-risk physical damage and liability insurance coverage in such amounts and with deductibles all as may be required by Lessor. In addition, endorsements and assignments of such policies shall name Lessor (and its assigns) as loss payee and/or additional insured, as may be required by Lessor. All insurance coverage shall be from a carrier acceptable to Lessor.
- Maintenance:** Lessee shall, at its sole cost and expense, maintain the Equipment in compliance with all statutes, laws, ordinances, regulations, standards, and directives (including environmental) by any governmental agency and the Equipment must be maintained in accordance with all manufacturer's suggested and recommended maintenance procedures including preventive maintenance; and such other maintenance and return conditions as the Lessor may require.
- Documentation:** All legal matters and all documentation to be executed in connection with the contemplated lease shall be satisfactory in form and substance to Lessor and counsel to Lessor.
- Costs & Expenses:** Lessee shall be responsible for all fees, costs and disbursements incurred by Lessor in connection therewith, including without limitation, all fees and disbursements of counsel to Lessor (if any), appraisal costs (if any) and all filing and search fees. A documentation fee of \$500 per lease schedule/takedown will be payable by Lessee.
- Security Deposit:** A \$1,000.00 security deposit shall be payable to Lessor upon acceptance of this proposal. This security deposit, less all costs and expenses incurred by the Lessor, including but not limited to documentation and attorney's fees, will be refunded should Lessor not offer an approval for this transaction.
- If an approval is extended by Lessor and accepted by Lessee, the security deposit shall convert to an approval fee ("Approval Fee"), which would all be non-refundable if the transaction were not consummated. If the contemplated transaction were consummated, the Approval Fee would be refunded pro-rata (funded amount to the Amount approved) less any costs and expenses incurred by Lessor in connection with this transaction.

#### **Additional Terms**

**& Conditions:**

- 1) Any non-appropriation clause in the lease shall be satisfactory to Lessor.
- 2) Anticipated borrowing for 2024 will not exceed \$10,000,000, making the lease "Bank Qualified" under section 265(b)(3) of the IRS Code.
- 3) Lessee is a state or political subdivision thereof, within the meaning of Section 103 of the Internal Revenue Code of 1983.
- 4) Lessor shall receive an Opinion from Lessee's counsel stating that the lease qualifies for tax-exempt financing under IRS guidelines and the Opinion must reference #2 and #3 above.

**Confidentiality:**

Except as required by law, neither the proposal nor its Terms and Conditions will be disclosed publicly or privately except to those individuals who are your officers, employees or advisors who have a need to know as a result of being involved in the proposed financing. The foregoing confidentiality provisions shall not apply to the disclosure of the federal income tax structure or treatment of the proposed financing.

**Authorization:**

Lessee [and each Guarantor] acknowledges and agrees that Lessor may furnish all Lessee [and Guarantor] presented information, financials, analysis, and related credit and review materials to its employees, counsel and agents as well as its participants and assigns. Lessee [and each Guarantor] authorize Lessor to contact Umpqua Bank, and all trade suppliers and other references of Lessee [and Guarantor], and to order any and all credit checks and investigative reports, all as Lessor deems necessary in connection with the evaluation of the transaction.

This proposal is for discussion purposes only, and is only a general, non-binding proposal on the part of Lessor.

**I/We have reviewed the above Terms and Conditions and request the Lessor to pursue underwriting and approval of a commitment for the described lease agreement.**

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2024

**Redway Community Services District**

**By:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Loan Amortization  
Single Loan**

Quote #PQ-00545 .....	Default
Prepared Aug-20-2024 16:12 by .....	Bruce Atkinson
Average life .....	5.697 years
Average rate .....	5.48260000%

Date	Starting Balance	Takedowns	Debt Service	Interest	Principal	Ending Balance
Sep-01-24	0.00	380,000.00	0.00	0.00	0.00	380,000.00
		<u>380,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
Mar-01-25	380,000.00	0.00	24,934.97	10,416.94	14,518.03	365,481.97
Sep-01-25	365,481.97	0.00	24,934.97	10,018.96	14,916.02	350,565.95
		<u>0.00</u>	<u>49,869.94</u>	<u>20,435.90</u>	<u>29,434.05</u>	
Mar-01-26	350,565.95	0.00	24,934.97	9,610.06	15,324.91	335,241.04
Sep-01-26	335,241.04	0.00	24,934.97	9,189.96	15,745.01	319,496.04
		<u>0.00</u>	<u>49,869.94</u>	<u>18,800.03</u>	<u>31,069.92</u>	
Mar-01-27	319,496.04	0.00	24,934.97	8,758.34	16,176.63	303,319.41
Sep-01-27	303,319.41	0.00	24,934.97	8,314.89	16,620.08	286,699.33
		<u>0.00</u>	<u>49,869.94</u>	<u>17,073.24</u>	<u>32,796.70</u>	
Mar-01-28	286,699.33	0.00	24,934.97	7,859.29	17,075.68	269,623.65
Sep-01-28	269,623.65	0.00	24,934.97	7,391.19	17,543.78	252,079.87
		<u>0.00</u>	<u>49,869.94</u>	<u>15,250.48</u>	<u>34,619.46</u>	
Mar-01-29	252,079.87	0.00	24,934.97	6,910.27	18,024.71	234,055.16
Sep-01-29	234,055.16	0.00	24,934.97	6,416.15	18,518.82	215,536.34
		<u>0.00</u>	<u>49,869.94</u>	<u>13,326.42</u>	<u>36,543.52</u>	
Mar-01-30	215,536.34	0.00	24,934.97	5,908.50	19,026.47	196,509.87
Sep-01-30	196,509.87	0.00	24,934.97	5,386.93	19,548.05	176,961.82
		<u>0.00</u>	<u>49,869.94</u>	<u>11,295.42</u>	<u>38,574.52</u>	
Mar-01-31	176,961.82	0.00	24,934.97	4,851.05	20,083.92	156,877.90
Sep-01-31	156,877.90	0.00	24,934.97	4,300.49	20,634.48	136,243.42
		<u>0.00</u>	<u>49,869.94</u>	<u>9,151.55</u>	<u>40,718.40</u>	
Mar-01-32	136,243.42	0.00	24,934.97	3,734.84	21,200.13	115,043.29
Sep-01-32	115,043.29	0.00	24,934.97	3,153.68	21,781.29	93,262.00
		<u>0.00</u>	<u>49,869.94</u>	<u>6,888.52</u>	<u>42,981.42</u>	
Mar-01-33	93,262.00	0.00	24,934.97	2,556.59	22,378.38	70,883.62
Sep-01-33	70,883.62	0.00	24,934.97	1,943.13	22,991.84	47,891.78
		<u>0.00</u>	<u>49,869.94</u>	<u>4,499.72</u>	<u>45,370.22</u>	
Mar-01-34	47,891.78	0.00	24,934.97	1,312.86	23,622.11	24,269.67
Sep-01-34	24,269.67	0.00	24,934.97	665.30	24,269.67	0.00
		<u>0.00</u>	<u>49,869.94</u>	<u>1,978.16</u>	<u>47,891.78</u>	
<b>Total</b>		<u>380,000.00</u>	<u>498,699.45</u>	<u>118,699.45</u>	<u>380,000.00</u>	

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# BIG CITY FEATURES WITH SMALL TOWN SERVICE

Creative Technologies Inc  
31103 Rancho Viejo Road STE D3365  
San Juan Capistrano 92675  
United States

Redway Community Service Dist., Glenn Gradin  
3168 Redwood Drive  
PO Box 40  
Redway CA 95560  
United States

## Invoice INV/2024/00767

**Invoice Date:**  
09/03/2024

**Due Date:**  
09/03/2024

**Source:**  
S00265

DESCRIPTION	QUANTITY	UNIT PRICE	TAXES	AMOUNT
[ELDS Cloud Prof] El Dorado 12 Month Cloud Subscription - Professional (Year 1 Fee)	12.00 Year	125.00		\$ 1,500.00
El Dorado Software - Easy Reader One Time Perpetual License	1.00 Units	495.00		\$ 495.00
[Intuity Portal] Intuity Cloud - Customer Payment Portal with eBilling and built in alert system	1.00 Year	420.00		\$ 420.00
You keep 100% of every sale amount. Online Credit Card, eCheck and ACH processing service. Monthly service: Over \$5,000/mo. in payment processing = \$0.00 Under \$5,000/mo. in payment processing = \$30.00 Credit/Debit: 3.5% Visa, Mastercard, Discover & AMEX Minimum fee per transaction: \$2.95 ACH (electronic check): \$1.95 flat fee with validation to meet NACHA compliance.	1.00 Units	0.00		\$ 0.00
[Database Services] Professional Services - Database Support or Migration Staff and labor costs to cover database services. Price quoted may include multiple staff members working on your solution and are typically estimated hours based on prior experience. In some cases there may be additional service hours needed to complete the project.	15.00 Hours	125.00		\$ 1,875.00

Phone: 1-800-898-3838

Email: Sales@creativetechusa.com

Web: www.utilitybillingsoftware.com



# BIG CITY FEATURES WITH SMALL TOWN SERVICE

Creative Technologies Inc  
31103 Rancho Viejo Road STE D3365  
San Juan Capistrano 92675

United States

DESCRIPTION	QUANTITY	UNIT PRICE	TAXES	AMOUNT
[Product Installation, Meter Conversions or System Training] Professional Services - Product Installation or Training Staff and labor costs to cover product installation, meter conversions or system training. Price quoted may include multiple staff members working on your solution and are typically estimated hours based on prior experience. In some cases there may be additional service hours needed to complete the project.	20.00 Hours	95.00		\$ 1,900.00
UBMax Customer discount valid through Aug 31 2024	1.00 Units	-1,800.00		\$ -1,800.00

Payment terms: Immediate Payment

<b>Total</b>	<b>\$ 4,390.00</b>
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Payment Communication: **New Sale**

The one-time cost for year 1 including setup fees and annual support is \$4,390. The costs for year 2 including support will be \$1,920 per year.

Phone: 1-800-898-3838

Email: [Sales@creativetechusa.com](mailto:Sales@creativetechusa.com)

Web: [www.utilitybillingsoftware.com](http://www.utilitybillingsoftware.com)