

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

REGULAR BUSINESS MEETING

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

Date: July 19, 2023

Time: 5:30 P.M.

Posted: July 14, 2023

Teleconference Telephone Number: 1(669)900-9128

Meeting ID: 775 285 2234#

Pass Code: 285773

Join Zoom Meeting

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

Meeting ID: 775 285 2234#

Pass Code: 285773

I. CALL TO ORDER:

II. ROLL CALL:

___ Arthur M^cClure Chairman

___ Linda Sutton

___ Marie Etherton

___ Dian Griffith Vice-Chairwoman

___ Michael McKaskle

III. APPROVAL OF THE AGENDA:

IV. OPEN SESSION DISCLOSURE OF CLOSED SESSION:

V. CLOSED SESSION:

1. Personnel: Employee Evaluation.

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

VII. REPORT FROM CHAIRMAN OF THE BOARD:

VIII. PUBLIC COMMENT:

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

IX. PREVIOUS MINUTES:

1. Consider Approval of the Minutes of the Board of Directors May 17, 2023 Regular Business Meeting, June 15, 2023 Regular Business Meeting, the June 21, 2023 Public Hearing Minutes and the June 28, 2023 Special Business Meeting Minutes.

X. CONSENT CALENDAR:

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

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

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

1. Road Condition Near Dogwood Lift Station on Briceland Road. **GM Report Pg. 43**
 - a. Report from the Dogwood Lift Station Ad-Hoc Committee.
ACTION REQUIRED: Discussion / Report / Action
2. Updating Water Ordinance.
 - a. Adding Collections Process
ACTION REQUIRED: Discussion / Report / Action
3. Updating Wastewater Ordinance / Effective Date.
ACTION REQUIRED: Discussion / Report / Action
4. District Policies; Board Policy.
 - a. District Water Used for Commercial Cultivation in the Redway Community Services District.
 - b. 1911 Barnett Court; Operations Report. **Pg.67 1911 Operations Plan**
ACTION REQUIRED: Discussion / Report / Action
5. New Connections;
 - a. Accessory Dwelling Unit Law. Ad Hoc Committee Report **GM Report Pg. 43**
 - b. New Connections Waiting List
 - c. Houses Not Connected to Collection System
ACTION REQUIRED: Discussion / Report / Action
6. Ad-Hoc Committee Report; Financial.
 - a. Consider Action of the Financial Policy #1; Waiting on Counsel.
ACTION REQUIRED: Discussion / Report / Action / Resolution
7. Solar Project. **Correspondence Pg. 75**
ACTION REQUIRED: Discussion / Report / Action.
8. Department of Water Resources / Redway Emergency Water Supply and Water Project.
 - a. Wastewater Collection and Treatment Project
ACTION REQUIRED: Discussion / Report / Action / Resolution ? **GM Report Pg.43**
9. Status of Wells
 - a. Update: Well is Online – No Power.
ACTION REQUIRED: Discussion / Report / Action
10. Civil Liability Order Compliance Project. **Pg. 49 Operation Manager's Report**
ACTION REQUIRED: Discussion / Report / Action
11. Land Acknowledgements. **Pg. 81**
ACTION REQUIRED: Discussion / Report / Action
12. 2023/2024 Budget; Review and Action. **OM Memo Report Pg. 47**
ACTION REQUIRED: Discussion / Report / Action

13. Property Amnesty Letter.
ACTION REQUIRED: Discussion / Report / Action
14. Inspection of Water Use Agreement in Evergreen Industrial Park.
ACTION REQUIRED: Discussion / Report / Action
15. Adoption of Water Ordinance Addition; Prohibiting Commercial Agriculture in the Redway Community Services District.
ACTION REQUIRED: Discussion / Report / Action

XII. CORRESPONDENCE:

XIII. BOARD MEMBER / STAFF / COMMITTEE REPORTS:

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

XIV. COMMENTS FROM MEMBERS OF THE BOARD

XV. MEDIA COMMUNICATION:

XVI. ADVANCED AGENDA:

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

XVII. ADJOURNMENT:

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

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the RCSD at [\(707\)923-3101](tel:707923-3101). 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

May 17, 2023

CALL TO ORDER:

Chairman M^cClure called the May 17, 2023 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 5:31 P.M. in the RCSD business office and by teleconference.

ROLL CALL:

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

Staff Present:

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

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

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

APPROVAL OF THE AGENDA:

Following review of the May 17, 2023 Agenda, Linda Sutton moved to approve the May 17, 2023 Agenda as presented. Michael McKaskle seconded the motion. Chairman M^cClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure Yea. The motion was carried by a voice vote of five Yeas and zero Nays.

RESOLUTION 2022-2023-10

Authorizing Remote Meeting from May 17, 2023 to June 15, 2023. Following discussion, Michael McKaskle moved to adopt Resolution 2022-2023-10 Proclaiming a local emergency, ratifying the proclamation of a state of emergency by June 11, 2021, Governor Newsom signed executive order N-08-21, and authorizing remote teleconference meetings of the legislative bodies of Redway Community Service District for the period May 17, 2023 through June 15, 2023 pursuant to Brown Act provisions. Dian Griffith seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure, Yea, Dian Griffith, Yea, Marie Etherton, Yea. The motion carried with a roll call vote of five Yeas and zero Nays.

OPEN SESSION DISCLOSURE OF CLOSED SESSION:

Chairman McClure recessed the Regular Business Meeting to Closed Session at 5:36 for the purpose of discussing Personnel Evaluation.

CLOSED SESSION:

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

RETURN TO OPEN SESSION; DISCLOSURE OF CLOSED SESSION.

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

REPORT FROM CHAIRMAN OF THE BOARD:

Chairman M^cClure commented on the state of the District's financial condition regarding unpaid accounts and that action on the property owners must be taken in order to collect what is overdue.

PUBLIC COMMENT:

No public comment was addressed to the Board.

PREVIOUS MINUTES:

1. Review and Action on April 19, 2023 Regular Business Meeting Minutes: Following review of the April 19, 2023 Regular Business Meeting Minutes, Michael McKaskle moved to approve the April 19, 2023 Regular Business Meeting minutes as presented. Linda Sutton seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure, Yea, Maire Etherton, Yea, Dian Griffith, Abstain. The motion was carried by a roll call vote of three Yeas, zero Nays and one abstention from Dian Griffith.

CONSENT CALENDAR:

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

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

ACTION / DISCUSSION ITEMS:

1. Road Condition Near Dogwood Lift Station on Briceland Road: Mr. Cox reported on the Dogwood Lift Station on Briceland Road issue during his General Managers Report. Mr. Cox has been informed that Briceland Road is classified as a FHWA road by the Federal Highway Administration. With this classification, Caltrans performs the work. The Districts' office staff will investigate this development.
 - a. Report from the Dogwood Lift Station Ad-Hoc Committee: No report was submitted from the ad-hoc committee.

2. Updating Water Ordinance: The ad-hoc committee met to review the current Water Ordinance. The committee discussed an addition to Article 2 in the Water Ordinance which would address indoor cultivation in major business or commercial businesses within the District which would correspond with the Districts' Conservation Ordinance.
3. Updating the Wastewater Ordinance: Cody Cox informed the Board that there is no new information regarding updating the Wastewater Ordinance.
4. District Policies; Board Policy:
 - a. District Water Used for All Cultivation in the Redway Community Services District: Cody Cox and Boards Members Linda Sutton and Dian Griffith met by zoom with Mr. John Ford, Director of the Humboldt County Planning and Building Department. The subject under discussion was applications for commercial indoor cultivation and if year-round commercial water use within the Redway Community Services District is feasible. Mr. Ford will inform the additional Humboldt County Departments of the Boards concerns.
 - b. Adopt by Resolution; Amended and Restated Joint Powers Agreement of Fire Risk Management Services (Formerly FDAC Employee Benefits Authority: Following discussion, Dian Griffith moved to adopt Resolution 2022-2023-12 amending and restating the joint powers agreement of Fire Risk Management Services, formerly FDAC Employee Benefits Authority. Linda Sutton seconded the motion. Chairman McClure called for a roll call vote. Dian Griffith, Yea, Linda Sutton, Yea, Arthur McClure, Yea, Michael McKaskle, abstain, Marie Etherton, Yea. The motion was carried by a roll call vote of four Yeas and one abstention.
5. New Connections:
 - a. Accessory Dwelling Unit Law: No new information was submitted for review by the Board.
 - b. New Connections Waiting List: The Board reviewed the list of applicants that have applied for water and sewer connections. Glenn Gradin informed the Board that the District has contacted several of the applicants. As Michael McKaskle's application is not active, no recusal by Mr. McKaskle is necessary.
6. Ad-Hoc Committee Report; Financial:
 - a. Financial Policy # 1 Approval: As the Board did not receive a final copy of the Financial Policy #1 before the May 17, 2023 Regular Business Meeting, The Financial Policy #1 will be adopted by Resolution at the June 21, 2023 Regular Business Meeting.

As Resolution 2022-2023-11, approving the Financial Policy #1 was not adopted, Dian Griffith moved to rescind Resolution 2022-2023-12 and adopt Resolution 2022-2023-11 amending and restating the joint powers agreement of Fire Risk Management Services, formerly FDAC Employee Benefits Authority. Marie Etherton seconded the motion. Chairman McClure called for a roll call vote. Linda Sutton, yea, Arthur McClure, Yea, Marie Etherton, Yea, Dian Griffith, Yea, Michael McKaskle, Abstain. The motion carried by a roll call vote of four Yeas and one abstention.

7. Solar Project: No new information was submitted for review by the Board.
8. Redway Emergency Water Supply and Water Project: Cody Cox reported that the District has received the task order for rehabilitation of the old Rusk water tank and that the 2021 quote will be honored. The District will receive a quote for the filter media, rehabilitation of the filter media basins and for 600 water meters.
 - a. Wastewater Collection and Treatment Project: Cody Cox reported that the project is at 60% design and will be starting the bidding process. Construction of a new electrical room has been added to the project. The current electrical room will be used for indoor storage. Mr. Cox informed the Board that the filter bed number 3 pilot projects by GHD are forthcoming.
9. Houses not connected to Collection System: No new information was available for review by the Board.
10. Water Partnership and Reorganization Opportunity: Cody Cox reported that he has had verbal communication with the division chief for the Eel River Conservation Camp Humboldt Division. Mr. Cox is drafting a letter to the Division Camp Chief of the Eel River Conservation Camp Humboldt Division.
11. Rate Study: Cody Cox informed the Board that Mr. Anthony Elowsky representing Robert D. Niehaus, Inc will attend the public hearing by zoom in order to answer any questions from the public. The fee for Mr.

Elowsky's attendance is not to exceed \$700.00. The Board continued discussing the information that was submitted in the rate study in addition to the System Expansion Fees. A public hearing will be held on June 21, 2023 at 5:30 P.M. as required in the 218 processes. Location of the Public Hearing has yet to be determined.

12. Status of Wells: Cody Cox reported that the District has met all the requirements in order to place the wells on line.
13. Unpaid Water and Sewer Charges: The Business Manager's report stated that the past due water and sewer charges for April 2023 is \$99,372.27.
14. Civil Liability Order Compliance Project: Cody Cox reported that the seventh quarterly progress report is due on June 28, 2023. The final report in addition to the certification of completion of reports will be due on October 01, 2023.
15. Property Amnesty Letter: The Board discussed drafting a questionnaire and/or letter in addition to contacting property owners with multiple homes on their property.
16. Land Acknowledgements: Marie. Etherton reported that she sent a copy of the Land Acknowledgement that she composed to the business office. Ms. Etherton read the draft land acknowledgement statement. The Land Acknowledgement will be included in the June 21, 2023 Regular Business meeting packet.

CORRESPONDENCE:

1. State Water Resources Control Board, April 27, 2023 Re, Notice of Water Right Application A033334.

BOARD MEMBER / STAFF REPORTS:

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

COMMENTS FROM MEMBERS OF THE BOARD:

No comments were delivered from members of the Board.

MEDIA COMMUNICATIONS:

No Media Communication will be distributed to the local media.

ADVANCED AGENDA:

No new items were placed on the Advanced Agenda.

ADJOURNMENT:

Dian Griffith moved to adjourn the May 17, 2023 Regular Business Meeting of the Redway Community Services District Board of Directors at 7:10 P.M. Linda Sutton seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure, Yea, Marie Etherton, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of four Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,
Secretary to the Board

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MINUTES OF THE REGULAR BUSINESS MEETING

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Following review of the May 17, 2023 Agenda, Linda Sutton moved to approve the May 17, 2023 Agenda as presented. Michael McKaskle seconded the motion. Chairman M^cClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure Yea. The motion was carried by a voice vote of five Yeas and zero Nays.

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PUBLIC COMMENT:

No public comment was addressed to the Board.

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

ACTION / DISCUSSION ITEMS:

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7. Solar Project: No new information was submitted for review by the Board.
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15. Property Amnesty Letter: The Board discussed drafting a questionnaire and/or letter in addition to contacting property owners with multiple homes on their property.
16. Land Acknowledgements: Marie. Etherton reported that she sent a copy of the Land Acknowledgement that she composed to the business office. Ms. Etherton read the draft land acknowledgement statement. The Land Acknowledgement will be included in the June 21, 2023 Regular Business meeting packet.

CORRESPONDENCE:

1. State Water Resources Control Board, April 27, 2023 Re, Notice of Water Right Application A033334.

BOARD MEMBER / STAFF REPORTS:

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

COMMENTS FROM MEMBERS OF THE BOARD:

No comments were delivered from members of the Board.

MEDIA COMMUNICATIONS:

No Media Communication will be distributed to the local media.

ADVANCED AGENDA:

No new items were placed on the Advanced Agenda.

ADJOURNMENT:

Dian Griffith moved to adjourn the May 17, 2023 Regular Business Meeting of the Redway Community Services District Board of Directors at 7:10 P.M. Linda Sutton seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure, Yea, Marie Etherton, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of four Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,
Secretary to the Board

REDWAY COMMUNITY SERVICES DISTRICT
MINUTES OF THE REGULAR BUSINESS MEETING

June 15, 2023

CALL TO ORDER

Chairman M^cClure called the June 15, 2023 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 5:30 P.M. in the RCSD Business Office.

ROLL CALL:

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

Staff Present:

Glenn Gradin, Office Manager, was at the Redway Community Services District business office.
Cody Cox, General Manager / Operations Manager was at the Redway Community Services District business office.
Nancy Jurens, Secretary to the Board was at the Redway Community Services District business office

APPROVAL OF THE AGENDA:

Following review of the June 15, 2023 Agenda, Michael McKaskle motioned to move Action / Discussion Items 2. Kimtu Water Line; GSD-LAFCo before the Public Comment. Dian Griffith seconded the motion. Chairman M^cClure called for a roll call vote. Dian Griffith, Yea, Linda Sutton, Yea, Arthur M^cClure, Yea, Michel McKaskle, Yea, Marie Etherton, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays. See Action / Discussion Items, Action / Discussion Item 2. Kimtu Water Line; GSD-LAFCo.

PUBLIC COMMENT:

No Public Comment was addressed to the Board.

CONSENT CALENDAR:

1. Financial Report: The Board reviewed the May 2023 Financial Report. Dian Griffith reported that the Financial Ad-Hoc Committee will recommend that that Board approve the 2023 / 2024 Budget as presented.
- 2a. General Manager's Report: The Board reviewed the May 2023 General Manager's Report.
- 2b. Office Managers Report: The Board reviewed the May 2023 Office Manager's Report.
3. Production Report: The Board reviewed the May 2023 Production Report.

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

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ACTION / DISCUSSION ITEMS:

1. Rate Study: Following discussion, Linda Sutton moved to accept the proposed Rate Study with the addition that an annual review by the Board will be conducted. Marie Etherton seconded the motion. Chairman M^cClure called for a roll call vote. Dian Griffith, Yea, Linda Sutton, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Arthur M^cClure, Yea. The motion was carried by a roll call vote of five Yeas and Zero Nays.
2. Kimtu Water Line; GSD-LAFCo: Mr. Edward Voice addressed the Board by teleconference regarding his concerns regarding the Southern Humboldt Community Parks' proposal to connect their business office to the Kimtu water line. Mr. Voice also informed the Board that a water line servicing the Southern Humboldt Community Park has been connected to the Kimtu water line without approval. When the water line was installed, LAFCo stated in its Resolution 1406 that no further connection will be allowed. The Redway Community Services District has drafted and amended a letter to LAFCo Humboldt County addressing this issue. Following discussion, Michael McKaskle moved to approve the letter to LAFCo Humboldt County subject to editing by Cody Cox and Chairman M^cClure. Dian Griffith seconded the motion. Chairman M^cClure called for a roll call vote. Dian Griffith, Yea, Linda Sutton, Yea, Arthur M^cClure, Yea, Marie Etherton, Yea, Michael McKaskle, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.
3. Denial Request Letter to County Regarding Zone Reclassification: The Board reviewed the Request for Denial APPS# PLN-2023-18206 letter from the District to the Humboldt County Planning and Building Department regarding zone reclassification. The zone reclassification would allow commercial cultivation within the Redway Community Services District boundaries without consideration of year-round water availability.

CORRESPONDENCE

No Correspondence was addressed to the Board for their review.

ADJOURNMENT

Michael McKaskle moved to adjourn the Regular Business Meeting of the Redway Community Services District at 6:37 P.M. Linda Sutton seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Dian Griffith, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Arthur M^cClure, Yea. The motion carried by a voice vote of five Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,
Secretary to the Board

REDWAY COMMUNITY SERVICES DISTRICT

MINUTES OF THE PUBLIC HEARING

FOR THE PURPOSE OF WATER AND WASTEWATER CHANGES

June 21, 2023

CALL TO ORDER

Chairman M^cClure called the Public Hearing of the Redway Community Services District Board of Directors, to order at 5:38 P.M. at the Redway Elementary School Auditorium and by teleconference.

ROLL CALL

Directors Present: Arthur M^cClure, Chm., Dian Griffith, Vice-Chm, Linda Sutton, Michael McKaskle and Marie Etherton were at the Redway Elementary School.

Staff Present:

Cody Cox, General Manager / Operations Manager was at Redway Elementary School.
Glenn Gradin, Office Manager was at Redway Elementary School.
Nancy Jurens, Secretary to the Board was at Redway Elementary School.

APPROVAL OF THE AGENDA:

Dian Griffith moved to approve the agenda of the June 21, 2023 Public Hearing as presented. Linda Sutton seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Dian Griffith, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Arthur M^cClure, Yea. The motion was carried by a roll call vote of five Yeas, and zero Nays.

ADOPTION OF RESOLUTION 2022-2023-12

Authorizing Remote Meeting from June 21, 2023 to July 20, 2023. Following discussion, Michael McKaskle moved to adopt Resolution 2022-2023-12 Proclaiming a local emergency, ratifying the proclamation of a state of emergency by June 11, 2021, Governor Newsom signed executive order N-08-21, and authorizing remote teleconference meetings of the legislative bodies of Redway Community Service District for the period June 21, 2023 through July 20, 2023 pursuant to Brown Act provisions. Dian Griffith seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Michael McKaskle, Yea, Arthur M^cClure, Yea, Dian Griffith, Yea, Marie Etherton, Yea. The motion carried with a roll call vote of five Yeas and zero Nays.

Cody Cox addressed the public informing them of the District's accomplishments in securing grants in order to improve its infrastructure. Mr. Cox expressed that the if the rate increase does not occur the District will not be able to survive.

Michael McKaskle explained the 218 processes.

Mr. Anthony Elowsky, from R.D.N. Inc., was in attendance by teleconferencing in order to answer any queusting that members of the public may have.

QUESTIONS FROM THE PUBLIC:

A member of the public had comments and questions regarding the Districts' infrastructure on West Coast Road as well as opposing the rate increase.

COMMENTS FROM THE PUBLIC:

Four members of the public voiced their opposition to the water and wastewater rate increase.

COMMUNICATION FROM THE PUBLIC:

The District has received eight letters of opposition from property owners.

As adoption of Resolution 2022-2023-13 was not on the Public Hearing agenda, a Special Business Meeting will be held on June 28, 2023 at 10:00 A.M. in order for adoption of Resolution 2022-2023-13.

ADJOURNMENT:

Michael McKaskle moved to adjourn the Public Hearing of the Redway Community Services District Board of Directors at 7:03 P.M. Dian Griffith seconded the motion. Chairman M^cClure called for a roll call vote. Dian Griffith, Yea, Linda Sutton, Yea Marie Etherton, Yea, Michael McKaskle, Yea, Arthur M^cClure, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens
Secretary to the Board

REDWAY COMMUNITY SERVICES DISTRICT
MINUTES OF THE SPECIAL BUSINESS MEETING

June 28, 2023

CALL TO ORDER

Chairman M^cClure called the June 28, 2023 Special Business Meeting of the Redway Community Services District Board of Directors, to order at 10:04 A.M. in the RCSD Business Office.

ROLL CALL:

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

Staff Present:

Glenn Gradin, Office Manager, was at the Redway Community Services District business office.
Cody Cox, General Manager / Operations Manager was at the Redway Community Services District business office.

Nancy Jurrens, Secretary to the Board was at the Redway Community Services District business office.

APPROVAL OF THE AGENDA:

Michael McKaskle moved to accept the June 28, 2023 agenda as presented. Dian Griffith seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Dian Griffith, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Arthur M^cClure, Yea The motion was carried by a roll call vote of five Yeas and zero Nays.

PUBLIC COMMENT:

No Public Comment was addressed to the Board.

ACTION / DISCUSSION ITEMS:

1. Action Implementing an Increase in Water and Sewer Charges: Michael McKaskle moved to accept the recommendation from RDN Inc. for the new rate schedule with the addition of an annual review and adopting Resolution 2022-2023-13 to accept providing for an increase in water and sewer as required in the 218 processes. Dian Griffith seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Dian Griffith, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Arthur M^cClure, Yea. The motion was carried by a roll call vote of five Yeas, and zero Nays.
2. Action Ordinance Change for Prohibiting Commercial Agriculture / Cannabis in the District: The Board discussed the issue of water availability and the annual water usage that commercial agriculture could use. The Board agreed that health, safety and fire should be the district's priority. District staff will create language for an ordinance that will protect the District from overuse by commercial agriculture businesses within the Redway Community Services District. A draft will be submitted to the Districts' attorney for review.

CORRESPONDENCE

The Board reviewed the letters submitted from property owners objecting to the water and sewer increase.

ADJOURNMENT

Dian Griffith moved to adjourn the June 28, 2023 Special Business Meeting at 10:46 A.M. Linda Sutton seconded the motion. Chairman M^cClure called for a roll call vote. Linda Sutton, Yea, Dian Griffith, Yea, Michael McKaskle, Yea, Marie Etherton, Yea, Arthur M^cClure, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,
Secretary to the Board

Redway Community Services District
Monthly Financial Statement to JUNE 30th, 2023

Primary Checking Account	Previous Balance = \$41,106.32	As of MAY 31st, 2023
Revenues		
1 Customer Revenues Collected per QuickBooks	\$93,505.39	
2 Customer Deposits	\$0.00	
3 Del Oro - Cloro	\$0.00	
4 Rivercrest Mutual Water Testing	\$172.00	
5	\$0.00	
6	\$0.00	
7 Retiree Health Ins Contribution	\$0.00	
8 PAYMENT RECORDED ON 3-31-23 BUT NOT ON MARCH STATEMENT	\$0.00	
9 State reimb. grant to Op. then paynig down GHD	\$0.00	
10 Transfer from savings to Operations	\$0.00	
11 Transfer from savings to Operations SEF2SEF	\$0.00	
12 Transfer from savings to Operations - VAN METER	\$0.00	
Total Income (reconciled bank deposits)	\$93,677.39	
Total Withdrawals (reconciled withdrawals)	\$103,362.05	
Quick Books Balance - Primary Checking Account	\$31,421.66	As of JUNE 30th 2023

UBmax Income: Payments Received	
Water payments - w/ late, reconnect fees, adjustments and deposits	\$36,516.68
Sewer Payments	\$35,061.47
SEF Water fees paid	\$7,822.11
SEF Sewer fees paid	\$7,858.29
Water Syst. Loan Fund	\$6,720.44
Total Payments Received	\$93,978.99
Other Income	\$172.00
Net Total Income	\$94,150.99

Billing for Sales of Water & Sewer Services					
Date: This Year	June-23		Date: Prior Year	June-22	
	WATER	SEWER		WATER	SEWER
WSLF	\$6,657.20		WSLF	\$6,686.68	
Residential	\$25,631.49	\$26,922.29	Residential	\$26,604.75	\$26,899.54
Commercial	\$6,346.03	\$9,105.73	Commercial	\$6,392.12	\$8,892.60
Sub total W&S only	\$38,634.72	\$36,028.02	Sub total W&S only	\$39,683.55	\$35,792.14
SEF	\$7,842.00	\$7,992.60	SEF	\$7,876.68	\$8,018.50
Sub total	\$46,476.72	\$44,020.62	Sub total	\$47,560.23	\$43,810.64
Reconnect fees	\$247.50		Reconnect fees	\$55.00	
Late Fees	\$2,364.00		Late Fees	\$2,280.00	
Adjustments	\$791.01		Adjustments	-\$9,589.95	
Total Sales/Use	Jun-23	\$93,899.85	Total Sales/Use	Jun-22	\$84,115.92

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Redway Community Services District
Balance Sheet - Collapsed w/ Prior Year
As of June 30, 2023

	Jun 30, 23	Jun 30, 22
ASSETS		
Current Assets		
Checking/Savings		
1004 · Cash in Bank CCUSH - 71	20,653.75	41,980.43
1010 · CCUSH - Business Savings -00	25.01	25.01
1015 · CCUSH - Connection Fees -52	50,088.90	50,038.85
1020 · CCUSH - Meadows Deposits - 51	16,064.34	16,048.31
1050 · Petty Cash	70.13	70.13
Cash in County - Water		
1100 · #2546 SRF Water Proj Loan Fund	290,814.74	268,674.74
1105 · #2547 SRF Payment Reserve Fund	82,329.00	82,329.00
1110 · #2548 Davis Grunsky '68 Reserve	4,584.11	4,584.11
1115 · #2549 Davis Grunsky '74 Reserve	18,563.30	18,563.30
1120 · #2550 Tax Revenue Fund-Water	18,326.06	88,578.45
1125 · #2555 SEF - Water	198,140.50	359,984.00
1130 · #2557 T & D Rehab Proj. Fund	24,910.48	24,910.48
Total Cash in County - Water	637,668.19	847,624.08
Cash in County - Sewer		
1135 · #2551 Tax Revenue -Sewer	18,732.94	59,270.44
1140 · #2554 RCSD RECD Grant Sewer	841.08	841.08
1145 · #2556 SEF - Sewer	27,818.18	80,921.27
1150 · #2558 I & I Project Fund-Sewer	5,885.13	5,885.13
1155 · #9855 95 COP Payment Fund-Sewer	1,309.15	1,309.15
1160 · #9856 '95 Reserve Fund Sewer	48,185.09	48,185.09
Total Cash in County - Sewer	102,771.57	196,412.16
Total Checking/Savings	827,341.89	1,152,198.97
Other Current Assets		
Prepaid Expenses	3,000.00	3,000.00
Prepaid Insurance	0.00	8,959.29
Employee Advance	0.00	140.94
Prepaid Rent	700.00	700.00
1300 · Accounts Receivable		
1301 · Allowance for Doubtful Accounts	-4,500.00	-4,500.00
1300 · Accounts Receivable - Other	182,470.23	144,371.08
Total 1300 · Accounts Receivable	177,970.23	139,871.08

Redway Community Services District
Balance Sheet - Collapsed w/ Prior Year
As of June 30, 2023

	Jun 30, 23	Jun 30, 22
1400 - Other Receivables	7,854.49	9,000.00
1500 - Grants Receivable	-168,338.00	0.00
1600 - Inventory - Water	15,820.61	15,820.61
1650 - Inventory - Sewer	1,742.98	1,742.98
Total Other Current Assets	38,750.31	179,234.90
Total Current Assets	866,092.20	1,331,433.87
Fixed Assets		
Fixed Assets - Water		
1700 - Land	31,282.45	31,282.45
1705 - Source of Supply Plant	457,413.70	457,413.70
1710 - Autos & Trucks	17,676.58	17,676.58
1715 - Pumping Plant	83,511.68	83,511.68
1720 - Water Treatment Plant	288,733.63	288,733.63
1725 - Structures & Improvements	4,115,506.08	4,115,506.08
1730 - Water Plant - Small Equipment	285,569.58	285,569.58
1735 - Construction in Progress	57,261.00	57,261.00
Total Fixed Assets - Water	5,336,954.70	5,336,954.70
Fixed Assets - Sewer		
1740 - Land	93,493.07	93,493.07
1742 - Road Improvements	116,000.00	116,000.00
1745 - New WW Plant & Lift Stations	2,037,438.28	2,037,438.28
1750 - New Collection Facility	1,748,872.91	1,748,872.91
1755 - Lab Equipment - Plant	43,665.29	43,665.29
1760 - Permanent Seasonal Perc Pond	166,654.40	166,654.40
1765 - Easements	4,633.00	4,633.00
1770 - Collection Facilities - Lift St	607,991.35	607,991.35
1775 - Treatment Plant - Structures	466,708.60	466,708.60
1776 - Treatment Plant - Improvements	100,333.88	100,333.88
1780 - Sludge Bed Construction	64,884.76	64,884.76
1790 - Office Furniture & Equipment	22,544.53	22,544.53
1795 - Autos & Trucks	72,630.85	72,630.85
1796 - Tools & Equipment	214,322.02	214,322.02
1797 - Construction in Progress	321,495.21	321,495.21
Total Fixed Assets - Sewer	6,081,668.15	6,081,668.15
Accumulated Depreciation-Water	-2,822,870.67	-2,822,870.67
Accumulated Depreciation-Sewer	-3,736,285.30	-3,736,285.30
Total Fixed Assets	4,859,466.88	4,859,466.88

Redway Community Services District
Balance Sheet - Collapsed w/ Prior Year
As of June 30, 2023

	Jun 30, 23	Jun 30, 22
Other Assets		
1900 · COP Issuance Costs	14,820.95	14,820.95
Total Other Assets	14,820.95	14,820.95
TOTAL ASSETS	5,740,380.03	6,205,721.70
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	112,195.29	99,416.27
Total Accounts Payable	112,195.29	99,416.27
Other Current Liabilities		
2115 · Accrued 457b - Employer	0.00	105.00
2120 · Accrued 457b - Employee	0.00	105.00
2025 · Gym Memberships	200.00	0.00
2110 · Accrued SUI/ETT	17.84	24.91
2125 · Accrued Vacation	14,996.75	14,996.75
2200 · Interest Payable	-2,006.25	10,031.25
2300 · Customer Deposits	14,650.00	13,850.00
2340 · Water Connection Deposit	2,650.00	2,650.00
2350 · Sewer Connections Deposit	1,310.00	1,310.00
2400 · Temporary Inv - W&J Project	11,900.00	11,900.00
24000 · Payroll Liabilities		
Garnishments	1,177.22	0.00
Total 24000 · Payroll Liabilities	1,177.22	0.00
Current Portion of Long-Term De	89,085.57	89,085.57
Total Other Current Liabilities	133,981.13	144,058.48
Total Current Liabilities	246,176.42	243,474.75
Long Term Liabilities		
2500 · Loan Payable - SRF Loan	879,750.00	918,000.00
2600 · Loan Payable - 95 WW Project	506,500.00	535,000.00
2700 · Loan Payable - Davis Grunsky	54,597.72	74,891.21
2800 · Interest Payable - Deferred	10,979.70	10,979.70
Less Current Portion of LTD	-89,085.57	-89,085.57
Total Long Term Liabilities	1,362,741.85	1,449,785.34
Total Liabilities	1,608,918.27	1,693,260.09
Equity		
Prior Period Adjustment	-17,321.40	-17,321.40

Redway Community Services District
 Balance Sheet - Collapsed w/ Prior Year
 As of June 30, 2023

	Jun 30, 23	Jun 30, 22
Water Equity		
3050 · Retained Earnings - Water	2,125,552.34	2,125,552.34
3100 · Debt Reserve - Water	374,151.15	374,151.15
3200 · Contributed Capital - Water		
3250 · Less Accumulated Amortization	-150,001.65	-150,001.65
3200 · Contributed Capital - Water - Other	409,340.77	409,340.77
Total 3200 · Contributed Capital - Water	<u>259,339.12</u>	<u>259,339.12</u>
Total Water Equity	2,759,042.61	2,759,042.61
Sewer Equity		
3000 · Retained Earnings - Sewer	-1,059,846.30	-1,059,846.30
3150 · Debt Reserve - Sewer	49,494.24	49,494.24
3300 · Contributed Capital - Sewer		
3350 · Less Accumulated Amortization	-939,028.76	-939,028.76
3300 · Contributed Capital - Sewer - Other	3,743,489.16	3,743,489.16
Total 3300 · Contributed Capital - Sewer	<u>2,804,460.40</u>	<u>2,804,460.40</u>
Total Sewer Equity	1,794,108.34	1,794,108.34
32000 · Retained Earnings	-23,367.94	0.00
Net Income	-380,999.85	-23,367.94
Total Equity	<u>4,131,461.76</u>	<u>4,512,461.61</u>
TOTAL LIABILITIES & EQUITY	<u><u>5,740,380.03</u></u>	<u><u>6,205,721.70</u></u>

Redway Community Services District
Profit & Loss
June 2023

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Water Charges			
4100 · Residential	0.00	26,422.50	26,422.50
4150 · Commercial	0.00	6,346.03	6,346.03
Total Water Charges	0.00	32,768.53	32,768.53
Sewer Charges			
4200 · Residential	26,922.29	0.00	26,922.29
4250 · Commercial	9,105.73	0.00	9,105.73
Total Sewer Charges	36,028.02	0.00	36,028.02
4450 · Reconnect Fees	0.00	247.50	247.50
4500 · Late Charges	0.00	2,364.00	2,364.00
7200 · Interest Income	0.00	5.44	5.44
Total Income	36,028.02	35,385.47	71,413.49
Gross Profit	36,028.02	35,385.47	71,413.49
Expense			
Administrative & General			
5015 · Bank Charges	17.50	17.50	35.00
5020 · Dues & Memberships	2,179.00	2,179.00	4,358.00
Insurance			
5035 · Retiree Health Insurance	210.01	210.01	420.02
5040 · Employee Health Insurance			
Employee Portion Health	-1,391.87	-1,391.87	-2,783.74
5040 · Employee Health Insurance - Ot...	5,884.31	5,884.31	11,768.62
Total 5040 · Employee Health Insurance	4,492.44	4,492.44	8,984.88
5041 · Employee Life Insurance			
Employee Portion Life	-296.80	-296.80	-593.60
5041 · Employee Life Insurance - Other	461.28	461.28	922.56
Total 5041 · Employee Life Insurance	164.48	164.48	328.96
5050 · Liability/Fire	21,207.21	21,207.21	42,414.42
Total Insurance	26,074.14	26,074.14	52,148.28
5065 · Legal Fees	75.00	75.00	150.00
5075 · Mileage/Travel	132.14	391.53	523.67
Office Expense			
5062 · Finance Charges	18.67	18.68	37.35
5081 · Office Expense	0.00	87.00	87.00
5105 · Postage	220.00	220.00	440.00
5130 · Office Supplies	1,987.24	1,987.25	3,974.49
5135 · Telephone-all phones	283.32	368.24	651.56
5145 · Utilities-pg&e & blue star only	76.07	76.07	152.14
Total Office Expense	2,585.30	2,757.24	5,342.54
5100 · Payroll Taxes	1,588.43	1,802.49	3,390.92
Professional Fees			
5111 · Accounting	3,250.00	3,250.00	6,500.00
5112 · Director Fees	262.50	262.50	525.00
5113 · Legal Fees	1,351.25	1,609.75	2,961.00
Total Professional Fees	4,863.75	5,122.25	9,986.00
5125 · Retirement	1,482.26	1,482.26	2,964.52
5150 · Wages	11,036.13	11,038.78	22,074.91
Total Administrative & General	50,033.65	50,940.19	100,973.84
Water Treatment			
5210 · Supplies-water treatment	0.00	1,314.37	1,314.37
5220 · Wages	0.00	7,958.69	7,958.69
5240 · Truck expenses	0.00	471.41	471.41
Total Water Treatment	0.00	9,744.47	9,744.47

Redway Community Services District
Profit & Loss
June 2023

	Sewer	Water	TOTAL
Water Trans & Distribution			
5305 · Repairs & Maintenance	0.00	1,215.22	1,215.22
5310 · Supplies	0.00	99.12	99.12
5315 · Utilities	0.00	135.65	135.65
5320 · Wages	0.00	4,848.26	4,848.26
5330 · Tools and Safety Equipment	0.00	99.13	99.13
Total Water Trans & Distribution	0.00	6,397.38	6,397.38
Sewer Treatment			
5415 · Utilities	2,433.93	0.00	2,433.93
5420 · Wages	8,364.81	0.00	8,364.81
5430 · Tools & Equipment	99.13	0.00	99.13
5440 · Truck Expenses	471.40	0.00	471.40
Total Sewer Treatment	11,369.27	0.00	11,369.27
Sewer Collection			
5510 · Supplies	99.12	0.00	99.12
5515 · Utilities	167.58	0.00	167.58
5520 · Wages	898.24	0.00	898.24
5530 · Tools & Equipment	117.29	0.00	117.29
Total Sewer Collection	1,282.23	0.00	1,282.23
Total Expense	62,685.15	67,082.04	129,767.19
Net Ordinary Income	-26,657.13	-31,696.57	-58,353.70
Other Income/Expense			
Other Income			
5905 · SEF Fees - Water	0.00	7,842.00	7,842.00
5900 · SEF Fees - Sewer	7,992.60	0.00	7,992.60
4400 · SRF Fees	0.00	6,657.20	6,657.20
Total Other Income	7,992.60	14,499.20	22,491.80
Other Expense			
8300 · Capital Improvements			
8310 · Cap. Improvement -Water Plant	1,985.50	0.00	1,985.50
8330 · Cap Improvements- Sewer Plant	8,042.53	0.00	8,042.53
Total 8300 · Capital Improvements	10,028.03	0.00	10,028.03
Total Other Expense	10,028.03	0.00	10,028.03
Net Other Income	-2,035.43	14,499.20	12,463.77
Net Income	<u>-28,692.56</u>	<u>-17,197.37</u>	<u>-45,889.93</u>

Redway Community Services District
Checking Account Activity
As of June 30, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
1004 - Cash in Bank CCUSH - 71							6,050.03
Check	06/01/2023	14096	Postmaster Redway	May 2023 Billing		220.00	5,830.03
Deposit	06/01/2023			ALL PAID	104.05		5,934.08
Deposit	06/02/2023			ALL PAID	724.38		6,658.46
Deposit	06/02/2023			Deposit	2,940.08		9,598.54
Deposit	06/06/2023			ALLPAID	565.74		10,164.28
Deposit	06/06/2023			ALLPAID	135.83		10,300.11
Liability Check	06/07/2023		QuickBooks Payroll Service	Created by Payroll Service on 06/06/2023		4,705.25	5,594.86
Deposit	06/07/2023			ALLPAID	1,540.85		7,135.71
Bill Pmt -Ch...	06/07/2023	14107	Frontier	ALL+ Office		542.27	6,593.44
Bill Pmt -Ch...	06/07/2023	14108	gWorks	INV#17861 2000-4 UP Cards		282.90	6,310.54
Bill Pmt -Ch...	06/07/2023	14109	Milt's Saw Shop	INV#2023-867		99.07	6,211.47
Bill Pmt -Ch...	06/07/2023	14110	Staples Credit Plan	VOID: Acct # 7439 _4-25-23 _ 5-24-23	0.00		6,211.47
Bill Pmt -Ch...	06/07/2023	14111	Jim's Quality Quick Lube	Black Dodge used rear end		942.81	5,268.66
Bill Pmt -Ch...	06/07/2023	14112	Staples Credit Plan	Acct # 7439 _4-25-23 _ 5-24-23		125.47	5,143.19
Deposit	06/07/2023			Deposit	7,865.35		13,008.54
Paycheck	06/08/2023	DD1305	Chaille, Calvin C	Direct Deposit	0.00		13,008.54
Paycheck	06/08/2023	DD1306	Cherubini, Dru A	Direct Deposit	0.00		13,008.54
Paycheck	06/08/2023	14102	Cox, Cody R.			2,720.17	10,288.37
Paycheck	06/08/2023	14103	Esget, Douglas R			1,781.83	8,506.54
Paycheck	06/08/2023	DD1307	Gradin, Glenn A	Direct Deposit	0.00		8,506.54
Paycheck	06/08/2023	14104	Moore, Eric S			1,369.44	7,137.10
Paycheck	06/08/2023	14105	Moore, Marshall C			1,211.74	5,925.36
Paycheck	06/08/2023	14106	Sawboh, Andrew D			1,036.59	4,888.77
Deposit	06/08/2023			ALL PAID	651.44		5,540.21
Liability Check	06/08/2023	E-pay	United States Treasury	94-1634964 QB Tracking # -1610009806		4,556.08	984.13
Liability Check	06/08/2023	EFT	Employment Development Departm...	800-3247-7		333.98	650.15
Liability Check	06/08/2023	EFT	Employment Development Departm...	800-3247-7		164.86	485.29
Liability Check	06/08/2023	14113	Variable Annuity Life Ins. Co.			2,246.51	-1,761.22
Deposit	06/09/2023			ALL PAID	754.62		-1,006.60
Deposit	06/09/2023			Deposit	86.00		-920.60
Deposit	06/09/2023			Deposit	7,282.39		6,361.79
Deposit	06/09/2023			Deposit	6,411.38		12,773.17
Deposit	06/12/2023			ALL PAID	1,107.26		13,880.43
Deposit	06/12/2023			Checkbook	404.00		14,284.43
Deposit	06/12/2023			ALL PAID	1,129.96		15,414.39
Bill Pmt -Ch...	06/12/2023	14114	Emerald Technologies	INV#41608 9 - 3-15-23 thru 9-15-23 main. contract +overages		330.00	15,084.39
Bill Pmt -Ch...	06/12/2023	14115	Johnson Propereties	1150 Evergreen #2 - - Rent - JUNE 2023		700.00	14,384.39
Bill Pmt -Ch...	06/12/2023	14116	Postmaster Redway	PO Box 40 Annual Fee		332.00	14,052.39
Bill Pmt -Ch...	06/12/2023	14117	Security Lock & Alarm	INV#220013412 remaining balance		198.26	13,854.13
Check	06/13/2023	14118	Moore, Marshall C	Mileage 04-19-23 to 05-18-23		117.11	13,737.02
Check	06/13/2023	14119	Cherubini, Dru A	mileage through 5-30-23		34.78	13,702.24
Deposit	06/13/2023			Deposit	5,593.94		19,296.18
Deposit	06/13/2023			Deposit	8,421.68		27,717.86
Bill Pmt -Ch...	06/13/2023	14120	Badger Meter Inc.	INV# 1581468		1,215.22	26,502.64
Bill Pmt -Ch...	06/13/2023	14121	Dazey's/Stephen's	MAY 2023 Billing		15.07	26,487.57
Bill Pmt -Ch...	06/13/2023	14122	Milt's Saw Shop	INV#2023-915		315.53	26,172.04
Bill Pmt -Ch...	06/13/2023	14123	Napa Auto Parts	INV# 897811		24.52	26,147.52
Bill Pmt -Ch...	06/13/2023	14124	North Coast Labs	MAY 2023 Statement		3,535.00	22,612.52
Bill Pmt -Ch...	06/13/2023	14125	Pace Supply	inv#028579708, 28610318, 28616276		1,064.97	21,547.55
Bill Pmt -Ch...	06/13/2023	14126	Randall Sand & Gravel	INV# 19708, 19754		487.60	21,059.95
Bill Pmt -Ch...	06/13/2023	14127	Recology Eel River	Debris .04 ton- MAY Billing #208587		12.00	21,047.95
Bill Pmt -Ch...	06/13/2023	14128	Recology Humboldt County	MAY INV#30476147 - Office		29.76	21,018.19
Bill Pmt -Ch...	06/13/2023	14129	six rivers portable toilets	INV#161841		11.89	21,006.30

Redway Community Services District
Checking Account Activity
As of June 30, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -Ch...	06/13/2023	14130	Verizon One Talk	DESK PHONE month billing -MAY 8 - JUNE 7		104.77	20,901.53
Check	06/15/2023	14131	Art McClure	Chair Regular Board Meeting JUNE 15, 2023		75.00	20,826.53
Check	06/15/2023	14132	Dian Griffith	Regular Board Meeting JUNE 15, 2023		50.00	20,776.53
Check	06/15/2023	14133	Marie Etherton	Regular Board Meeting JUNE 15, 2023		50.00	20,726.53
Check	06/15/2023	14134	Michael McKaskle	Regular Board Meeting JUNE 15, 2023		50.00	20,676.53
Deposit	06/15/2023			ALL PAID	574.78		21,251.31
Deposit	06/15/2023			Deposit	5,865.26		27,116.57
Bill Pmt -Ch...	06/15/2023	14150	C& K	32585		128.08	26,988.49
Bill Pmt -Ch...	06/15/2023	14151	gWorks	INV#2019-17469 Annual Subscription		698.00	26,290.49
Bill Pmt -Ch...	06/15/2023	14152	True Value	1451		97.73	26,192.76
Bill Pmt -Ch...	06/15/2023	14153	Valley Pacific	195225 MAY 2023		1,033.27	25,159.49
Bill Pmt -Ch...	06/15/2023	14154	Wyckoff's-Fortuna	Customer #2-7001 4-30-23 statement		491.50	24,667.99
Check	06/16/2023	14135	Esget, Douglas R	Mileage - May 1- June 4 2023 - .655/mile		259.38	24,408.61
Paycheck	06/16/2023	14136	Sawboh, Andrew D			732.06	23,676.55
Liability Check	06/16/2023	E-pay	United States Treasury	94-1634964 QB Tracking # -1246679806		142.84	23,533.71
Liability Check	06/16/2023	EFT	Employment Development Departm...	800-3247-7		7.85	23,525.86
Deposit	06/16/2023			ALL PAID	1,255.78		24,781.64
Paycheck	06/19/2023	14139	Esget, Douglas R			1,506.60	23,275.04
Liability Check	06/19/2023	E-pay	United States Treasury	94-1634964 QB Tracking # -1170402806		575.86	22,699.18
Liability Check	06/19/2023	EFT	Employment Development Departm...	800-3247-7		30.15	22,669.03
Liability Check	06/19/2023	EFT	Employment Development Departm...	800-3247-7		18.96	22,650.07
Liability Check	06/19/2023	14140	Variable Annuity Life Ins. Co.			417.06	22,233.01
Check	06/20/2023	14141	Moore, Marshall C	Mileage 05-19-23 to 06-16-23		112.40	22,120.61
Liability Check	06/20/2023	E-pay	United States Treasury	94-1634964 QB Tracking # -238818410		4,762.42	17,358.19
Liability Check	06/20/2023	EFT	Employment Development Departm...	800-3247-7		372.22	16,985.97
Liability Check	06/20/2023	EFT	Employment Development Departm...	800-3247-7		171.15	16,814.82
Liability Check	06/20/2023	14147	Variable Annuity Life Ins. Co.			2,310.69	14,504.13
Liability Check	06/20/2023	14148	California State Disbursement Unit	Case #0230052791-01		777.22	13,726.91
Liability Check	06/20/2023	14149	Franchise Tax Board	641633706534050444		400.00	13,326.91
Deposit	06/20/2023			ALL PAID	443.66		13,770.57
Deposit	06/20/2023			ALL PAID	478.44		14,249.01
Deposit	06/20/2023			CHECK BOOK	1,972.63		16,221.64
General Jou...	06/20/2023	GAG		QB fees		35.00	16,186.64
Liability Check	06/21/2023		QuickBooks Payroll Service	Created by Payroll Service on 06/20/2023		4,842.53	11,344.11
Deposit	06/21/2023			ALL PAID	104.92		11,449.03
Deposit	06/21/2023			Deposit	7,454.27		18,903.30
Paycheck	06/22/2023	DD1308	Chaille, Calvin C	Direct Deposit	0.00		18,903.30
Paycheck	06/22/2023	DD1309	Cherubini, Dru A	Direct Deposit	0.00		18,903.30
Paycheck	06/22/2023	14142	Cox, Cody R.			2,720.17	16,183.13
Paycheck	06/22/2023	14143	Esget, Douglas R			1,673.81	14,509.32
Paycheck	06/22/2023	DD1310	Gradin, Glenn A	Direct Deposit	0.00		14,509.32
Paycheck	06/22/2023	14144	Moore, Eric S			1,840.53	12,668.79
Paycheck	06/22/2023	14145	Moore, Marshall C			1,211.73	11,457.06
Paycheck	06/22/2023	14146	Sawboh, Andrew D			1,025.10	10,431.96
Deposit	06/22/2023			Deposit	388.16		10,820.12
Check	06/23/2023	14155	Art McClure	Chair Special Board Meeting JUNE 21, 2023		75.00	10,745.12
Check	06/23/2023	14156	Dian Griffith	Special Board Meeting JUNE 21, 2023		50.00	10,695.12
Check	06/23/2023	14157	Michael McKaskle	Special Board Meeting JUNE 21, 2023		50.00	10,645.12
Check	06/23/2023	14158	Marie Etherton	Special Board Meeting JUNE 21, 2023		50.00	10,595.12
Deposit	06/23/2023			ALL PAID	647.45		11,242.57
Deposit	06/23/2023			Deposit	4,917.74		16,160.31
Bill Pmt -Ch...	06/26/2023	14160	Blue Star	Office 05-1016979		115.75	16,044.56
Bill Pmt -Ch...	06/26/2023	14159	Calpers	100000017201756- Health Care Premiums - JULY 2023		11,355.43	4,689.13
Bill Pmt -Ch...	06/26/2023	14163	Fire Risk Management Services	Extended Benefits Dental, Vision, Life JULY 2023		904.22	3,784.91

Redway Community Services District
Checking Account Activity
As of June 30, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -Ch...	06/26/2023	14162	Humboldt County Planning	address assignment WTP		87.00	3,697.91
Deposit	06/26/2023			ALL PAID	864.74		4,562.65
Deposit	06/26/2023			ALL PAID	166.69		4,729.34
Paycheck	06/27/2023	14165	Moore, Eric S			890.20	3,839.14
Liability Check	06/27/2023	E-pay	United States Treasury	94-1634964 QB Tracking # -1113010806		199.64	3,639.50
Liability Check	06/27/2023	EFT	Employment Development Departm...	800-3247-7		3.50	3,636.00
Liability Check	06/27/2023	EFT	Employment Development Departm...	800-3247-7		9.43	3,626.57
Liability Check	06/27/2023	14164	Variable Annuity Life Ins. Co.			104.84	3,521.73
Deposit	06/27/2023			CHECK BOOK moore	1,622.04		5,143.77
Check	06/28/2023	14166	Art McClure	Chair Special Board Meeting JUNE 28, 2023		75.00	5,068.77
Check	06/28/2023	14167	Dian Griffith	Special Board Meeting JUNE 28, 2023		50.00	5,018.77
Check	06/28/2023	14168	Marie Etherton	Special Board Meeting JUNE 28, 2023		50.00	4,968.77
Check	06/28/2023	14169	Michael McKaskle	Special Board Meeting JUNE 28, 2023		50.00	4,918.77
Deposit	06/28/2023			ALL PAID	1,281.57		6,200.34
Deposit	06/28/2023			Deposit	17,792.85		23,993.19
Bill Pmt -Ch...	06/28/2023	14170	California Special Districts Association	CSDA Membership Dues 2023		4,358.00	19,635.19
Bill Pmt -Ch...	06/29/2023	14171	colonial Life	E5494117 Invoice for JUNE, 08, 22 2023		888.90	18,746.29
Check	06/29/2023	14172	Postmaster Redway	June 2023 Billing		220.00	18,526.29
Deposit	06/29/2023			ALL PAID	735.33		19,261.62
Deposit	06/29/2023			Deposit	563.17		19,824.79
Deposit	06/29/2023			Deposit	86.00		19,910.79
Deposit	06/29/2023			Deposit	742.96		20,653.75
Total 1004 · Cash in Bank CCUSH - 71					93,677.39	79,073.67	20,653.75
TOTAL					93,677.39	79,073.67	20,653.75

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Redway Community Services District
Reconciliation Summary
1004 - Cash in Bank CCUSH - 71, Period Ending 06/30/2023

	<u>Jun 30, 23</u>
Beginning Balance	41,106.32
Cleared Transactions	
Checks and Payments - 86 items	-103,418.36
Deposits and Credits - 42 items	93,733.70
Total Cleared Transactions	<u>-9,684.66</u>
Cleared Balance	<u><u>31,421.66</u></u>
Uncleared Transactions	
Checks and Payments - 21 items	-10,803.91
Total Uncleared Transactions	<u>-10,803.91</u>
Register Balance as of 06/30/2023	<u><u>20,617.75</u></u>
New Transactions	
Checks and Payments - 12 items	-20,502.53
Deposits and Credits - 5 items	7,586.92
Total New Transactions	<u>-12,915.61</u>
Ending Balance	<u><u>7,702.14</u></u>

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Redway Community Services District
Savings Account Activity
As of June 30, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
1010 - CCUSH - Business Savings -00							25.01
Total 1010 - CCUSH - Business Savings -00							25.01
1015 - CCUSH - Connection Fees -52							50,038.85
Deposit	07/31/2022			Interest	4.25		50,043.10
Deposit	08/31/2022			Interest	4.25		50,047.35
Deposit	09/30/2022			Interest	4.11		50,051.46
Deposit	10/31/2022			Interest	4.25		50,055.71
Deposit	11/30/2022			Interest	4.11		50,059.82
Deposit	12/31/2022			Interest	4.25		50,064.07
Deposit	01/31/2023			Interest	4.25		50,068.32
Deposit	02/28/2023			Interest	3.84		50,072.16
Deposit	03/31/2023			Interest	4.25		50,076.41
Deposit	04/30/2023			Interest	4.12		50,080.53
Deposit	05/31/2023			Interest	4.25		50,084.78
Deposit	06/30/2023			Interest	4.12		50,088.90
Total 1015 - CCUSH - Connection Fees -52					50.05	0.00	50,088.90
1020 - CCUSH - Meadows Deposits - 51							16,048.31
Deposit	07/31/2022			Interest	1.36		16,049.67
Deposit	08/31/2022			Interest	1.36		16,051.03
Deposit	09/30/2022			Interest	1.32		16,052.35
Deposit	10/31/2022			Interest	1.36		16,053.71
Deposit	11/30/2022			Interest	1.32		16,055.03
Deposit	12/31/2022			Interest	1.36		16,056.39
Deposit	01/31/2023			Interest	1.36		16,057.75
Deposit	02/28/2023			Interest	1.23		16,058.98
Deposit	03/31/2023			Interest	1.36		16,060.34
Deposit	04/30/2023			Interest	1.32		16,061.66
Deposit	05/31/2023			Interest	1.36		16,063.02
Deposit	06/30/2023			Interest	1.32		16,064.34
Total 1020 - CCUSH - Meadows Deposits - 51					16.03	0.00	16,064.34
Cash in County - Water							847,624.08
1100 - #2546 SRF Water Proj Loan Fund							268,674.74
General Jou...	07/11/2022	GAG		JULY 2022 Payment		38,250.00	230,424.74
General Jou...	08/01/2022	GAG		TRF from 2555 OCT<NOV<DEC 2021 - JAN<FEB<MARCH 2022	39,918.00		270,342.74
Check	04/27/2023	14033	SRF Water Project Loan Fund #2546	For Deposit to fund #2546 For APR,MAY, JUNE 2022	20,472.00		290,814.74
Total 1100 - #2546 SRF Water Proj Loan Fund					60,390.00	38,250.00	290,814.74
1105 - #2547 SRF Payment Reserve Fund							82,329.00
Total 1105 - #2547 SRF Payment Reserve Fund							82,329.00
1110 - #2548 Davis Grunsky '68 Reserve							4,584.11
Total 1110 - #2548 Davis Grunsky '68 Reserve							4,584.11
1115 - #2549 Davis Grunsky '74 Reserve							18,563.30
Total 1115 - #2549 Davis Grunsky '74 Reserve							18,563.30

Redway Community Services District
Savings Account Activity
As of June 30, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
1120 - #2550 Tax Revenue Fund-Water							88,578.45
General Jou...	08/01/2022	GAG		transfer to SEF Water Oct 21 through March 22		46,970.00	41,608.45
General Jou...	12/01/2022	GAG				23,282.39	18,326.06
Total 1120 - #2550 Tax Revenue Fund-Water					0.00	70,252.39	18,326.06
1125 - #2555 SEF - Water							359,984.00
General Jou...	08/01/2022	GAG		SEF PYMTS OCT<NOV<DEC 2021<JAN<FEB<MARCH 2022	46,970.00		406,954.00
General Jou...	08/01/2022	GAG		transfer to SRF		39,918.00	367,036.00
General Jou...	09/22/2022	GAG		1/4 cost of pavement project to Meadows tank		15,942.50	351,093.50
General Jou...	11/16/2022	GAG		Transfer to Operstion to cover any shortages		30,000.00	321,093.50
General Jou...	01/19/2023	GAG		Transfer from savings to Operations		25,000.00	296,093.50
General Jou...	02/27/2023	GAG		Transfer to operations from Water SEF		20,000.00	276,093.50
General Jou...	04/21/2023	Transfer		Transfer to Operations		21,000.00	255,093.50
General Jou...	04/24/2023	Transfer		Transfer to Operations - Van Meter Briceleand Road 04-2023		13,000.00	242,093.50
General Jou...	04/26/2023	Transfer		Transfer to operations for transfer back to savings		67,497.00	174,596.50
Check	04/27/2023	14032	SEF Water	Acct# 2555000- APR, MAY, JUNE 2022	23,544.00		198,140.50
Total 1125 - #2555 SEF - Water					70,514.00	232,357.50	198,140.50
1130 - #2557 T & D Rehab Proj. Fund							24,910.48
Total 1130 - #2557 T & D Rehab Proj. Fund							24,910.48
Total Cash in County - Water					130,904.00	340,859.89	637,668.19
Cash in County - Sewer							196,412.16
1135 - #2551 Tax Revenue -Sewer							59,270.44
General Jou...	08/31/2022	GAG		USDA LOAN PAYMENT AUG 2022		40,537.50	18,732.94
Total 1135 - #2551 Tax Revenue -Sewer					0.00	40,537.50	18,732.94
1140 - #2554 RCSD RECD Grant Sewer							841.08
Total 1140 - #2554 RCSD RECD Grant Sewer							841.08
1145 - #2556 SEF - Sewer							80,921.27
General Jou...	08/02/2022	County		payment for GHD 380-0008554, 0011392, 0013574		35,963.87	44,957.40
General Jou...	09/22/2022	GAG		GHD 380-0016065, 380-0017686		30,145.22	14,812.18
General Jou...	01/22/2023	GAG		MIKSIS Clean Sanitary sewer INV#110227		10,960.00	3,852.18
Check	04/27/2023	14034	SEF Sewer	Acct# 2556000-800940 SEF SEWER APR,MAY,JUNE2022	23,966.00		27,818.18
Total 1145 - #2556 SEF - Sewer					23,966.00	77,069.09	27,818.18
1150 - #2558 I & I Project Fund-Sewer							5,885.13
Total 1150 - #2558 I & I Project Fund-Sewer							5,885.13
1155 - #9855 95 COP Payment Fund-Sewer							1,309.15
Total 1155 - #9855 95 COP Payment Fund-Sewer							1,309.15
1160 - #9856 '95 Reserve Fund Sewer							48,185.09
Total 1160 - #9856 '95 Reserve Fund Sewer							48,185.09
Total Cash in County - Sewer					23,966.00	117,606.59	102,771.57
TOTAL					154,936.08	458,466.48	806,618.01

Redway Community Services District
Payments from Customers
As of June 30, 2023

Type	Date	Memo	Amount
1300 - Accounts Receivable			
Deposit	06/01/2023	ALL PAID	-104.05
Deposit	06/02/2023	ALL PAID	-724.38
Deposit	06/02/2023	Deposit	-2,940.08
Deposit	06/06/2023	ALLPAID	-565.74
Deposit	06/06/2023	ALLPAID	-135.83
Deposit	06/07/2023	ALLPAID	-1,540.85
Deposit	06/07/2023	Deposit	-7,865.35
Deposit	06/08/2023	ALL PAID	-651.44
Deposit	06/09/2023	ALL PAID	-754.62
Deposit	06/09/2023	Deposit	-7,282.39
Deposit	06/09/2023	Deposit	-6,411.38
Deposit	06/12/2023	ALL PAID	-1,107.26
Deposit	06/12/2023	Checkbook	-404.00
Deposit	06/12/2023	ALL PAID	-1,129.96
Deposit	06/13/2023	Deposit	-5,593.94
Deposit	06/13/2023	Deposit	-8,421.68
Deposit	06/15/2023	ALL PAID	-574.78
Deposit	06/15/2023	Deposit	-5,865.26
Deposit	06/16/2023	ALL PAID	-1,255.78
Deposit	06/20/2023	ALL PAID	-443.66
Deposit	06/20/2023	ALL PAID	-478.44
Deposit	06/20/2023	CHECK BOOK	-1,972.63
Deposit	06/21/2023	ALL PAID	-104.92
Deposit	06/21/2023	Deposit	-7,454.27
Deposit	06/22/2023	ALL PAID	-388.16
Deposit	06/23/2023	ALL PAID	-647.45
Deposit	06/23/2023	Deposit	-4,917.74
Deposit	06/26/2023	ALL PAID	-864.74
Deposit	06/26/2023	ALL PAID	-166.69
Deposit	06/27/2023	CHECK BOOK	-1,622.04
Deposit	06/28/2023	ALL PAID	-1,281.57
Deposit	06/28/2023	Deposit	-17,792.85
Deposit	06/29/2023	ALL PAID	-735.33
Deposit	06/29/2023	Deposit	-563.17
Deposit	06/29/2023	Deposit	-742.96
Total 1300 - Accounts Receivable			-93,505.39
TOTAL			-93,505.39

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Redway Community Services District
A/P Aging Summary
As of June 30, 2023

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Anderson Lucas Sommerville & Borg...	6,500.00	0.00	0.00	0.00	0.00	6,500.00
Blue Star	13.00	0.00	0.00	0.00	0.00	13.00
Copiers Plus	3,867.47	0.00	0.00	0.00	0.00	3,867.47
Frontier	546.79	0.00	0.00	0.00	0.00	546.79
GHD Inc	10,028.03	8,033.03	290.89	0.00	27,392.27	45,744.22
gWorks	0.00	-698.00	0.00	0.00	0.00	-698.00
McMurchie Law Firm	2,961.00	0.00	0.00	0.00	0.00	2,961.00
NTU Technologies	1,032.00	0.00	0.00	0.00	0.00	1,032.00
SDRMA	42,414.42	0.00	0.00	0.00	0.00	42,414.42
six rivers portable toilets	165.81	0.00	0.00	0.00	0.00	165.81
Staples Credit Plan	223.58	0.00	0.00	0.00	0.00	223.58
SUSP	0.00	0.00	9,425.00	0.00	0.00	9,425.00
TOTAL	<u>67,752.10</u>	<u>7,335.03</u>	<u>9,715.89</u>	<u>0.00</u>	<u>27,392.27</u>	<u>112,195.29</u>

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Redway Community Services District
Payroll Details by Account
June 2023

	Jun 23	Jun 22	Jul '22 - Ju...
Ordinary Income/Expense			
Expense			
Administrative & General			
Insurance			
5035 - Retiree Health Insurance	420.02	349.97	2,729.84
5040 - Employee Health Insuran...	11,768.62	11,351.96	137,649.02
5045 - Workers' Comp	0.00	0.00	11,579.35
Total Insurance	12,188.64	11,701.93	151,958.21
5100 - Payroll Taxes	3,390.92	2,938.37	43,218.79
5150 - Wages	22,074.91	17,864.29	250,374.96
Total Administrative & General	37,654.47	32,504.59	445,551.96
Water Treatment			
5220 - Wages	7,958.69	7,141.66	99,668.66
Total Water Treatment	7,958.69	7,141.66	99,668.66
Water Trans & Distribution			
5320 - Wages	4,848.26	6,175.76	73,243.42
Total Water Trans & Distribution	4,848.26	6,175.76	73,243.42
Sewer Treatment			
5420 - Wages	8,364.81	7,241.97	111,814.58
Total Sewer Treatment	8,364.81	7,241.97	111,814.58
Sewer Collection			
5520 - Wages	898.24	185.07	11,249.84
Total Sewer Collection	898.24	185.07	11,249.84
Total Expense	59,724.47	53,249.05	741,528.46
Net Ordinary Income	-59,724.47	-53,249.05	-741,528.46
Net Income	-59,724.47	-53,249.05	-741,528.46

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Past Due List Status

Past Due Status at end of billing cycle	amount
Number of accounts on the past due list	98
The Average Bill	\$889.36
The Median Bill	\$519.00
Low Balance at 90 days	\$100.66
High Balance at 90 days	\$7,650.15
Current balance Past Due List	\$87,156.98
Current Balance of at 90 days	\$53,919.04
Addresses currently off	11

Past Due status as of 5-31-23	amount
Number of accounts on the past due list	102
The Average Bill	\$932.84
The Median Bill	\$591.86
Low Balance at 90 days	\$3.77
High Balance at 90 days	\$5,539.15
Current balance Past Due List	\$95,372.27
Current Balance of at 90 days	\$59,669.32

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

July 13th, 2023,

General Manager's Report

The California Drought Monitor is reporting again that there is no drought that exists for Humboldt County. Today, July 13th the USGS Miranda gauge reported a flow of 50 CFS. On July 13th, 2021, the South Fork of the Eel River was at 19.2 CFS according to the USGS Miranda Gauge. Here in Redway we understand how dynamic the river becomes. Even with the rain that we have experienced we still see this dramatic fluctuation in the South Fork of the Eel River. We are also starting to see a lot of Algae blooming up and down the river. There have been no reports yet of the Blue Green Algae.

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

GHD, DWR, and I have met a few times regarding the approval of the project tasks. We just met with the Senior Reviewer for Senior approval via Zoom. The project tasks for the grant include Task 1 Project Deliverables, Task 2, Design, Engineering, Permitting, and Bidding, Task 3 Construction, then Task 3.1 Tank rehabilitation "Old Rusk", Task 3.2 Smart Meter/Automatic Metering System Installation, and Task 3.3 Filter Media Replacement and rehab of filter housings. Lastly, task 4, Construction Management, which is basically overall coordination communication, photos, drawings, etc. Work plan attached.

During the meeting with the Senior Reviewer on July 5th, 2023, the only concern that the Department of Water Resources had was the purchase of the smart meters. The way we worded it, in the application process, must be corrected. We worded it as if we were going to just purchase these meters. DWR requires that the dollar amount includes installation of the meters. In other words, they don't want us to just buy them and sit on them, they want to make sure they make it into the ground. Giuseppe and I have already addressed this, and we are just waiting to hear back from DWR to confirm that we can move forward. We also indicated to DWR we also stated that we plan on having the smart meters installed by the end of 2024. We understand that is aggressive. If there are any hang-ups with the installation of the new meters, we would be able to request an extension, and maybe an amendment at that time.



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State Water Resource Control Board, Wastewater Improvements Grant

On June 27th I met with Giuseppe, our senior project engineer with GHD, for a field site visit of all District facilities. We haven't had a boots on the ground visit for some time so this was very necessary with the project engineer. We largely went over solids handling and went to look at the suspension bridge as well. During the visit it was confirmed that we will be moving forward with a steel and glass assembly that will be covering all the drying beds at the Wastewater plant entirely with exhaust fan assemblies. We also discussed relocating the entire electrical panel/VFD room. We discussed utilizing the old septic dump site at the Wastewater plant that we do not use any longer. There is also ready a structure there, we just need to make sure that it is up to code with the county, so we are working on that right now.

After the Wastewater Plant visit, we went to the Surface Water Treatment Plant next. We went over the filters and what we plan to do. One of my major concerns is safety when washing down the filters. Currently there is no catwalk or stairs at all which are required to perform the necessary maintenance. We also discussed UV Technology, and he agreed that this would reduce the amount of chlorine needed at the Pre-Chlorination point at the Clarifier where the infiltration gallery is, it's just a question of how much the reduction will be. This is the direction that the State of California will be looking at soon, I think. And I think that being proactive about this is a good move for the Water Plant.

Dogwood Lift Station, We continue to face challenges with getting funding for engineering, hardening of facilities, or both, because of the road condition. We need to entertain the idea of an underground full submersible installation for the Dogwood Lift Station. This would require two high flow, and two low flow submersible pumps. I believe that this would be a more cost-effective approach for the District. I do understand this could take some time. The next step that we need to take is to investigate the purchase of a trailer mounted pump system, that could be plugged in directly at any of our lift station sites or use the on-board generator if needed. This equipment could also be used for maintenance at both the Water and the Wastewater Plant.

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

773 Forest Dr. has been on the waiting list, paid all fees and is currently in the process of receiving both connections. The owner installs the full sewer hookup supervised by the District, and we will be installing the new meter service. This will include a new hot tapped saddle



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connection with the corporation stop at the main, the poly service lateral, the angle meter stop, the smart meter, and then the Double Check backflow assembly. A backflow assembly is required on any new meter installation period. 1011 Redway Dr. is receiving a new sewer connection that will be installed by the District.

This service address "1011 Redway Dr." should have received a sewer connection some years ago but did not. This account has been paying sewer fees with no sewer connection to our facilities since pre-March 1999. We will continue to look for other connections that may have been overlooked as well throughout the sewer system. We look for houses not connected to the sewer system when our crew is out looking for Inflow, and Infiltration points. As time allows, we will start conducting inspections more frequently for confirmation. ARC GIS Mapping is moving right along also, and we will be complete with this project soon. We will be using the last of the Grant Budgeted money for mapping, for on-call support for another year, as well as prioritizing the areas along Redwood drive, and Redway Drive which will include some Georeferencing of our old plan sets so that we can view them on the RCSD web map.

Regards,

Cody Cox

General Manager

R.C.S.D.

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To: RCSD Board of Directors

Office Manager's Memo

JULY 19th, 2023

Credit card processing. For the month of June, we had 70 transactions with a value of \$14,110.75. In May, we had 81 transactions with a value of \$20,406.95. With ALLPAID the customers are charged 2.25% for each phone, website or in-person transaction with no fees to RCSD. An additional \$2.25 is charged to the customer if the transaction occurs over the telephone through the ALLPAID call center. The ALLPAID call Center has been added to our new phone tree, our customers will need to tell them that our PLC# is a004ye. This is a code number that identifies us, Redway Community Services District.

Profit to Loss. July 1st, 2022, to June 30th, 2023, is 100% of the fiscal year. Income was \$838,601.00 which is 81%. Tax revenue has not been recorded. We have adjustments from the county that we should have updated interest apportionments amounts and tax deposits before the next board meeting. Expenses were \$1,255,859 which is 122% of the projected income or 103% for the projected expenses for this fiscal year.

Billing and Allocations. Our past due for the month of June was \$91,442.04. In May was \$92,726.10. It appears that the past due fluctuates around \$10,000 up or down every month from 3-2020. The high in April 2023 was \$99,000 from \$37,000 in March 2020, the month the pandemic started.

2021-2022 Audit. We are in the middle of the 2021/2022 audit. In the last few years there has been great difficulty in getting accurate reports from the Auditor's office. We have waited these last couple of years until we received something from them to tie the balances together. Then adjustments come in and issues are created after the fact. With the new management of the Auditors Office, I feel we will be getting our reports in a timelier fashion and accurate. We have been getting requests from the auditor for back up data. I feel that the audit should be in draft stage for next board meeting.

2023/2024 Budget. After we update the accounts with the county and post the recent transactions from our savings account with the county. We will start the audit process for 2022/2023. We need reports from the county and time to clear invoices dated 6-30-2023 to begin.

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

Professional Services Deposits. For some time, we have had a retainer of \$3000.00 with Somach Simmons and Dunn. I have been asked to retrieve it. It is on its way back and has not been received as of the writing of this memo. We have had this retainer with the firm since

Respectfully,

Glenn Gradin

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



Water Treatment

As mentioned in the GM Report the static level of the infiltration gallery is taking longer to recharge or recover because of the low flow conditions in the South Fork of the Eel River. We have located the best point of installation for the Ultraviolet Treatment for disinfection before the effluent into the multimedia filters, we are looking into getting a demonstration of the model that we like. During the visit when Giuseppe was down with GHD at the end of June, we discussed the replacement of the filter media and what we could expect when we replace the media and fix the structure issues. Not only can we expect to not have to backwash less frequently, but we should be able to move more water through the filters as well.

Normally we run the Water Plant at 350 Gallon Per Minute, we may be able to bump this up which means we won't have to run our equipment as long, so there should be cost savings here all around. Cal Fire crews have been out to the Water Plant, and Dogwood so far. Crews will be working with the District Next week so long as there are no fires. Clean up will include the Spring off Willow rd., the Rusk Storage Tanks, and the Meadows Storage Tank.

Wastewater Treatment

We have moved Biosolids operations onto the Filter/Sand beds. Operation at the Wastewater Plant is under normal operations. Cal Fire crews will finish up at the Wastewater Plant Road headed out to the Plant after they are done with the water side of stuff, and maybe hit the fence line out there as well. We now have the correct operating pressure at the Wastewater Plant since the new installation of the potable water pressure control valve at the Dogwood lift station that supplies water to the Wastewater Plant. This makes it easier for adjustments to touchy equipment at the plant for more efficient control of chemicals like the addition of chlorine to the contact chamber before it goes out to the ponds.

I am also pleased to report that we now have a water meter installed at the Wastewater Treatment Plant.

Wastewater Collection

We have gotten away from I&I Inspections this past month because of other projects going on in the District. We plan on getting back to this by Mid-August. I have completed and sent in the Seventh Quarterly Progress report to the SWRCB, which is for the Stipulated Administrative Civil Liability Order that we are currently under. This moves the district to Task 13, Submittal of Final Report/Certification of Completion. This last submittal will be sent no later than 30 days after the

CP Completion Date, October 1st, 2023. I will submit a final report and certified statement, signed under penalty of perjury, which documents RCSD's expenditures during the CP "certification of completion" period and documents that the Discharger completed the CP in accordance with the terms of this Stipulated Order. The expenditures may include external payments to outside vendors, but may not include the normal, routine work undertaken by Discharger staff. In making such certification, the signatories may rely upon normal organizational project tracking systems that capture employee time expenditures and external payments to outside vendors, such as environmental and information technology contractors or consultants.

Water Distribution

Meter reading continues to improve, the Staff meeting are really helping with these small issues that can turn into larger ones if left unattended. We are now using the smart meters for replacement as needed in anticipation of the new meters we will be receiving through grant funding. As of right now we have the Master Meter Letter that we will use to mail out to all accounts that require one, and this is covered in our water ordinance. Right now, we plan on installing one by the end of this month at 72 West Coast. This is a trailer park, and there are a couple of reasons why this is very necessary. The District did not install the trailer park infrastructure, therefore we are not responsible for leaks or other issues with infrastructure. We did not install the meters, or any associated fittings, therefore we are not responsible for updating and replacing.

The Master Meter that the District will install will be a Smart Meter and will include a new lockable shutoff on our side, as well as an Approved Backflow Prevention Assembly.

Cody Cox G.M

R.C.S.D.

Redway CSD – Production/Treatment Activity

July 14, 2023

Unit of measure is gallons:

Water Production Report: For June 2023

	Water Produced	District Use	Unmetered	Sold	Daily Avg.
Apr 2021	4,949,740	625,220	996,653	3,327,867	164,991
Apr 2022	4,056,661	579,449	1,273,282	2,203,930	135,222
Apr 2023	4,214,727	1,443,228	569,985	2,201,514	140,491
May 2021	6,575,031	558,080	2,333,320	3,683,631	212,098
May 2022	4,532,882	407,728	508,963	3,616,191	146,222
May 2023	4,642,290	968,283	1,024,067	2,649,940	149,751
Jun 2021	7,385,152	649,006	2,183,766	4,552,380	246,172
Jun 2022	5,060,068	394,545	1,576,133	3,089,390	168,669
Jun 2023	4,977,835	1,481,976	486,034	3,009,825	165,928

Wastewater Treatment Report: For June 2023

	Influent	Effluent	Difference
Mar 2023	13,766,418	12,269,515	1,496,903
Apr 2023	6,205,756	5,619,054	586,702
May 2023	4,655,963	4,064,057	591,906
Jun 2023	4,103,861	3,668,901	434,960

DE

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JUNE 2023

WORKPLACE SAFETY REPORT

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

SECTION 1

Fire Extinguishers

Date Serviced 2-22-23

Monthly Inspection recorded on unit.

Date 6-1-23

SECTION 2

Flammables Storage

Check fuel tanks for leaks

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

DE
DE
DE
DE
DE

Date 6-5-23

SECTION 3

Work Areas

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

DE
DE
DE

Date 6-5-23

SECTION 4

Electrical Equipment

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

DE
DE
DE

Date 6-6-23

SECTION 5

Ladders, Hand Tools & Chains

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

Date 6-7-23

SECTION 6

Machine Hazards

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

Date 6-7-23

SECTION 7

Environment & Personal Protective Devices

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

DR
DR
DR
DR
DR
DR

Date 6-8-23

Any Incidents to Report for month

NONE

Signature

[Handwritten Signature]

Date 7-3-23

Redway C.S.D.

EMPLOYEE SAFETY TRAINING AND MEETING REPORT

Use of this Form

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

a. Training

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

a) Employee name	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>
Training/Safety Meeting Subject(s): PG&E "WORKER BEWARE" VIDEO	
Certificate Issued (circle answer): Yes <input type="radio"/> No <input checked="" type="radio"/>	
Training/Meeting Date: 6-14-23	Training Instructor/Meeting Leader Name(s): D. EGGES
Description of Training Provided or Safety Meeting Topic(s): SAFETY VIDEO ABOUT WORKING AROUND GAS & POWER LINES!	
Course or Meeting Handouts (attach to this form): YES	

Employee Name (PRINT)	Employee Name (SIGNATURE)
Douglas Ebert	<i>Douglas Ebert</i>
Marshall Moore	<i>Marshall Moore</i>
Andrew Sawbold	<i>Andrew Sawbold</i>
Calvin Chaille	<i>Calvin Chaille</i>
Eric Moore	<i>Eric Moore</i>
Cody Appointment Dr.	

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

Name: DOUGLAS ELLIOT

Date: 6-14-23

Worker Beware Utility Safety Quiz

Before

Questions

After

C

1. What is the current minimum safe clearance from overhead power lines carrying 50 kV or less?

- A. 6 inches
- B. 100 feet
- C. 10 feet
- D. 5 feet

C

D

2. If you suspect a natural gas leak, you should:

- A. Bury your excavation
- B. Use your phone or radio
- C. Attempt to shut off the gas supply.
- D. None of the above

D

B

3. If you must work closer than the safe clearance distance from overhead power lines, which of the following should you do?

- A. Attempt to disconnect electrical service
- B. Call PG&E in advance to make arrangements
- C. Evacuate nearby homes
- D. Both A and C

B

D

4. What does the law require that you do to determine the location of underground utility lines before digging on a job site?

- A. Look for right-of-way markers
- B. Check your maps
- C. Call the local utility
- D. Call 811

D

D

5. How should you assist a coworker who contacts a power line while operating heavy equipment?

- A. Notify 911 and PG&E
- B. Encourage them to stay on the equipment until PG&E personnel say it is safe to get off
- C. If there is danger from fire or another hazard, tell them to jump clear of the equipment, keep both feet together, and land without touching the ground and equipment at the same time
- D. All of the above

D

Worker Beware Utility Safety Quiz, p. 2

A

6. True or false? Before digging, you should ask the property owner about any private underground lines that may not be marked by the locator.

- A. True
- B. False

A

C

7. What is the job of a spotter?

- A. To stabilize a load
- B. To prevent equipment from contacting power lines
- C. Both A and B
- D. None of the above

B

D

8. Which of the following is a warning sign of a natural gas leak?

- A. A distinctive, sulfur-like odor
- B. Bubbling in a pond or creek
- C. A hissing sound
- D. All of the above

D

D

9. If your heavy equipment contacts a power line and you are not in imminent danger, you should:

- A. Stay on the equipment
- B. Warn others to keep away
- C. Have someone call 911 and PG&E
- D. All of the above

D

A

10. True or false? You cannot be shocked by a service drop wire.

- A. False
- B. True

A

Name: Andrew

Sowboh

Date: 6-14-25

Worker Beware Utility Safety Quiz

<u>Before</u>	<u>Questions</u>	<u>After</u>
<u>e</u>	1. What is the current minimum safe clearance from overhead power lines carrying 50 kV or less? A. 6 inches B. 100 feet C. 10 feet D. 5 feet	_____
<u>0</u>	2. If you suspect a natural gas leak, you should: A. Bury your excavation B. Use your phone or radio C. Attempt to shut off the gas supply D. None of the above	_____
<u>b</u>	3. If you must work closer than the safe clearance distance from overhead power lines, which of the following should you do? A. Attempt to disconnect electrical service B. Call PG&E in advance to make arrangements C. Evacuate nearby homes D. Both A and C	_____
<u>0</u>	4. What does the law <u>require</u> that you do to determine the location of underground utility lines before digging on a job site? A. Look for right-of-way markers B. Check your maps C. Call the local utility D. Call 811	_____
<u>D</u>	5. How should you assist a coworker who contacts a power line while operating heavy equipment? A. Notify 911 and PG&E B. Encourage them to stay on the equipment until PG&E personnel say it is safe to get off C. If there is danger from fire or another hazard, tell them to jump clear of the equipment, keep both feet together, and land without touching the ground and equipment at the same time D. All of the above	_____

Worker Beware Utility Safety Quiz, p. 2

A

6. True or false? Before digging, you should ask the property owner about any private underground lines that may not be marked by the locator.

- A. True
- B. False

~~B~~

7. What is the job of a spotter?

- A. To stabilize a load
- B. To prevent equipment from contacting power lines
- C. Both A and B
- D. None of the above

A

8. Which of the following is a warning sign of a natural gas leak?

- A. A distinctive, sulfur-like odor
- B. Bubbling in a pond or creek
- C. A hissing sound
- D. All of the above

D

9. If your heavy equipment contacts a power line and you are not in imminent danger, you should:

- A. Stay on the equipment
- B. Warn others to keep away
- C. Have someone call 911 and PG&E
- D. All of the above

A

10. True or false? You cannot be shocked by a service drop wire.

- A. False
- B. True

Name:

Marshall Moore

Date:

6/14/23

Worker Beware Utility Safety Quiz

Before

Questions

After

A or D

1. What is the current minimum safe clearance from overhead power lines carrying 50 kV or less?

- A. 6 inches
- B. 100 feet
- C. 10 feet
- D. 5 feet

C

C

2. If you suspect a natural gas leak, you should:

- A. Bury your excavation
- B. Use your phone or radio
- C. Attempt to shut off the gas supply
- D. None of the above

D

B

3. If you must work closer than the safe clearance distance from overhead power lines, which of the following should you do?

- A. Attempt to disconnect electrical service
- B. Call PG&E in advance to make arrangements
- C. Evacuate nearby homes
- D. Both A and C

B

B

4. What does the law require that you do to determine the location of underground utility lines before digging on a job site?

- A. Look for right-of-way markers
- B. Check your maps
- C. Call the local utility
- D. Call 811

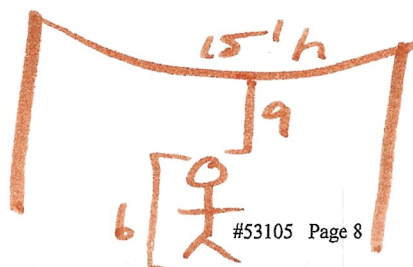
D

D

5. How should you assist a coworker who contacts a power line while operating heavy equipment?

- A. Notify 911 and PG&E
- B. Encourage them to stay on the equipment until PG&E personnel say it is safe to get off
- C. If there is danger from fire or another hazard, tell them to jump clear of the equipment, keep both feet together, and land without touching the ground and equipment at the same time
- D. All of the above

D



Worker Beware Utility Safety Quiz, p. 2

- A 6. **True or false? Before digging, you should ask the property owner about any private underground lines that may not be marked by the locator.** A
A. True
B. False
- B 7. **What is the job of a spotter?** B
A. To stabilize a load
B. To prevent equipment from contacting power lines
C. Both A and B
D. None of the above
- D 8. **Which of the following is a warning sign of a natural gas leak?** D
A. A distinctive, sulfur-like odor
B. Bubbling in a pond or creek
C. A hissing sound
D. All of the above
- D 9. **If your heavy equipment contacts a power line and you are not in imminent danger, you should:** D
A. Stay on the equipment
B. Warn others to keep away
C. Have someone call 911 and PG&E
D. All of the above
- A 10. **True or false? You cannot be shocked by a service drop wire.** A
A. False
B. True

Name: CCC

Date: 6-14-2020

Worker Beware Utility Safety Quiz

Before

Questions

After

B

1. What is the current minimum safe clearance from overhead power lines carrying 50 kV or less?

- A. 6 inches
- B. 100 feet
- C. 10 feet
- D. 5 feet

C

C

2. If you suspect a natural gas leak, you should:

- A. Bury your excavation
- B. Use your phone or radio
- C. Attempt to shut off the gas supply
- D. None of the above

D

B

3. If you must work closer than the safe clearance distance from overhead power lines, which of the following should you do?

- A. Attempt to disconnect electrical service
- B. Call PG&E in advance to make arrangements
- C. Evacuate nearby homes
- D. Both A and C

B

D

4. What does the law require that you do to determine the location of underground utility lines before digging on a job site?

- A. Look for right-of-way markers
- B. Check your maps
- C. Call the local utility
- D. Call 811

D

D

5. How should you assist a coworker who contacts a power line while operating heavy equipment?

- A. Notify 911 and PG&E
- B. Encourage them to stay on the equipment until PG&E personnel say it is safe to get off
- C. If there is danger from fire or another hazard, tell them to jump clear of the equipment, keep both feet together, and land without touching the ground and equipment at the same time
- D. All of the above

D

Worker Beware Utility Safety Quiz, p. 2

A

6. True or false? Before digging, you should ask the property owner about any private underground lines that may not be marked by the locator.

- A. True
- B. False

A

B

7. What is the job of a spotter?

- A. To stabilize a load
- B. To prevent equipment from contacting power lines
- C. Both A and B
- D. None of the above

B

D

8. Which of the following is a warning sign of a natural gas leak?

- A. A distinctive, sulfur-like odor
- B. Bubbling in a pond or creek
- C. A hissing sound
- D. All of the above

D

D

9. If your heavy equipment contacts a power line and you are not in imminent danger, you should:

- A. Stay on the equipment
- B. Warn others to keep away
- C. Have someone call 911 and PG&E
- D. All of the above

D

A

10. True or false? You cannot be shocked by a service drop wire.

- A. False
- B. True

A

Name: Eric Mue

Date: 6-14-23

Worker Beware Utility Safety Quiz

Before

Questions

After

1. What is the current minimum safe clearance from overhead power lines carrying 50 kV or less?

- A. 6 inches
- B. 100 feet
- C. 10 feet
- D. 5 feet

2. If you suspect a natural gas leak, you should:

- A. Bury your excavation
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- C. Evacuate nearby homes
- D. Both A and C

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- C. Call the local utility
- D. Call 811

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Worker Beware Utility Safety Quiz, p. 2

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8. Which of the following is a warning sign of a natural gas leak?

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10. True or false? You cannot be shocked by a service drop wire.

- A. False
- B. True

Cultivation/Operation Plan

Project Description

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

This document is prepared specifically for Evergreen Exotics LLC located at 1911 Barnett Road Redway Calif. The APN is 205-111-075. This parcel is zoned MB and comprises approximately 1.3 acres.

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

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

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

All required setbacks are met as required by the Ordinance.

PGE provides electrical power.

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

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

Cultivation Plan

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

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

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

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

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

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

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

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

Processing

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

Employee Plan

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

hours or days. This will be a very clean and well organized and automated cultivation project operated by experienced personnel. An OSHA safety and equipment use training will be provided for all employees.

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

Water Source, Storage and Usage

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

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

Water use will be approximately 500 gallons per day year round with a total of approximately 182,500 gallons of water annually. Approximately 250 gallons of the water will be from recycled from the interior atmosphere through the dehumidifiers. This will require approximately 250 gallons per day from the water district. Or the onsite storage tanks as necessary. This will be 91,250 gallons annually.

Security

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

Noise Source and Mitigation

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

Parking and Roads

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

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

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

Light Pollution and Control

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

Hazardous Materials Statement

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

Sewage Disposal and Waste Management

Redway Community Services District, a sanitary sewer system company, services the sanitary needs. An ADA accessible restroom facility will be available in the building. All cannabis waste will be done

in approved manner. The waste will be stored in secure storage area and be transported to approved waste facility. Other non cannabis waste such as containers and garbage will be stored in separate area from the cannabis waste and be

picked up weekly to approved facility such as Recology in Redway. No other by products will be produced from this cultivation operation.

Additional Notes:

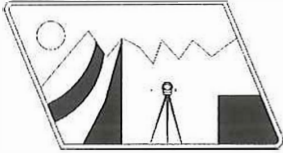
This parcel has a Processing and Distribution permit. This permit will be withdrawn to allow for the new permitted Indoor Cultivation.

Drainage and runoff plan is addressed on the site plans.

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

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

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A.M. BAIRD

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

CONSULTING - LAND DEVELOPMENT - DESIGN - SURVEYING

Humboldt County Planning Department

6/26/23

REF: Evergreen Exotics LLC apn: 223-311-029
Site: 1911 Barnett Road, Redway

This office has reviewed the Cultivation / Operations Plans for Evergreen Exotics LLC. It is the opinion of this office that the water plan is accurate and appropriate. Eight Commercial dehumidifiers will be able to provide at least 1/2 of the water needed for this project as specified in the plan. Please feel free to contact me at 707-725-5182 with any questions or concerns you may have.

Sincerely,

Allan M. Baird
Principal Engineer
RCE 23681
A.M. Baird Engineering and Surveying, Inc.



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Our approach with the THPO is to:

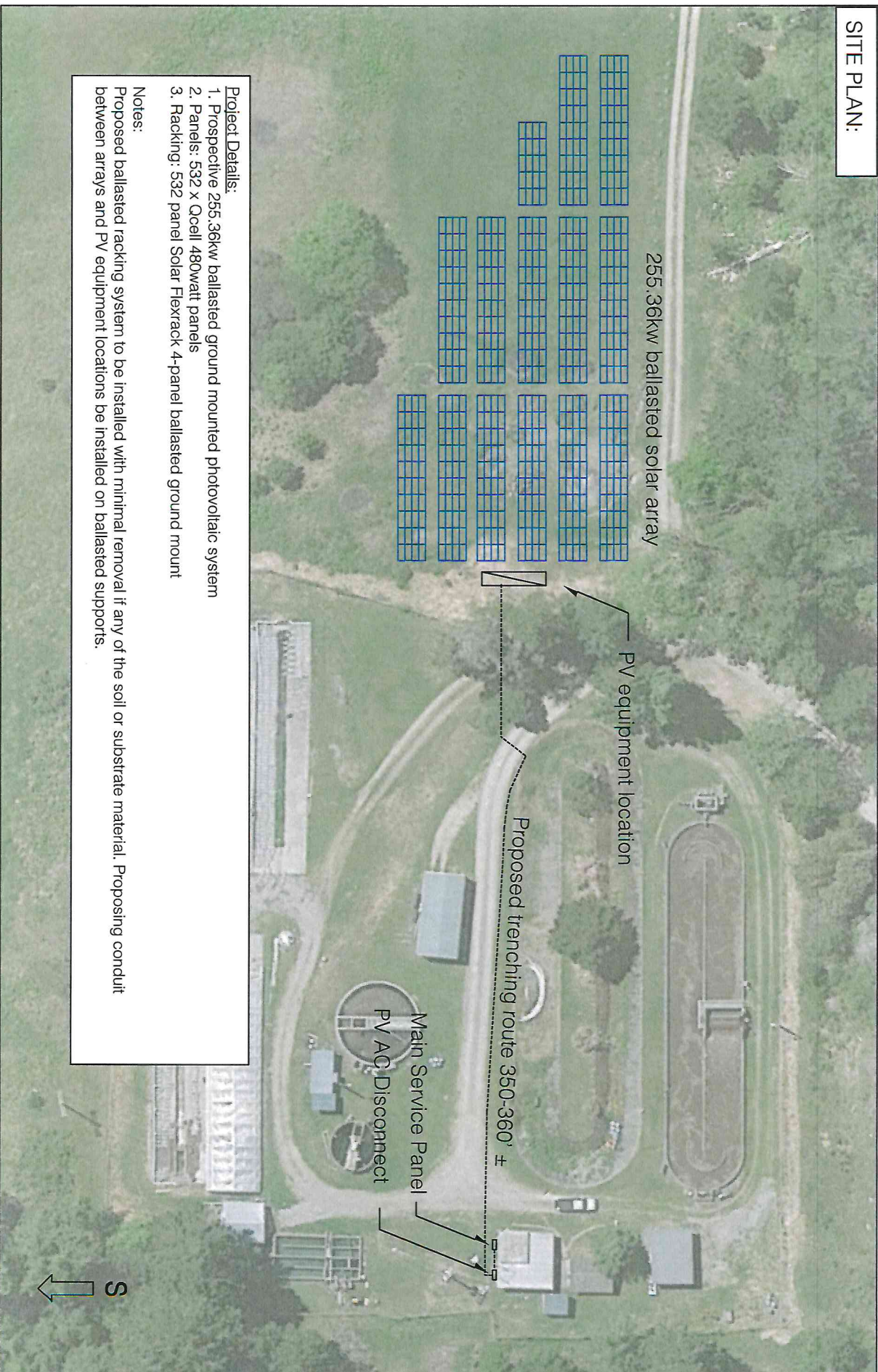
- We will request to engage in formal consultation with Bear River about the project.
- We will communicate the new design and the mitigation measures that will be incorporated into the project. Mitigation measures include:
 - Minimize ground disturbance
 - No ground penetrations for solar racking, racking will be mounted on concrete ballast blocks
 - Solar equipment (backboards, inverters, etc) will also be mounted on concrete ballast blocks
 - Circuits and conduits from the array to the meter will be on concrete ballast blocks to the greatest extent possible
 - Ground disturbance will be limited to trenching for circuits and conduits where circuits cross roads and driveways
 - Ground disturbance will be limited to areas of low-integrity returns from the site surveys done in 2019
 - RCSD will coordinate with Bear River Rancheria to have cultural monitors present on site for any digging or ground disturbance
- We will ask the THPO to confirm receipt of the redesign and our request for formal consultation
- We will ask the THPO how to formally establish a record of our consultation
- We will ask if this will meet Bear River Rancheria's requirements for a Mitigated Negative Declaration for CEQA purposes

There is a lot involved in getting this version of the project accepted by Bear River Rancheria. If they are on board, the County will also need to sign off on this approach.

On top of all that, RCSD may need someone like GHD to help prepare the Mitigated Negative Declaration for CEQA, or the County may be able to say what forms we need and give some guidance on what to submit.

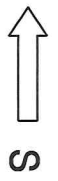
That's the update for now, I'll reach back out to you once we have a response from Bear River Rancheria,

SITE PLAN:

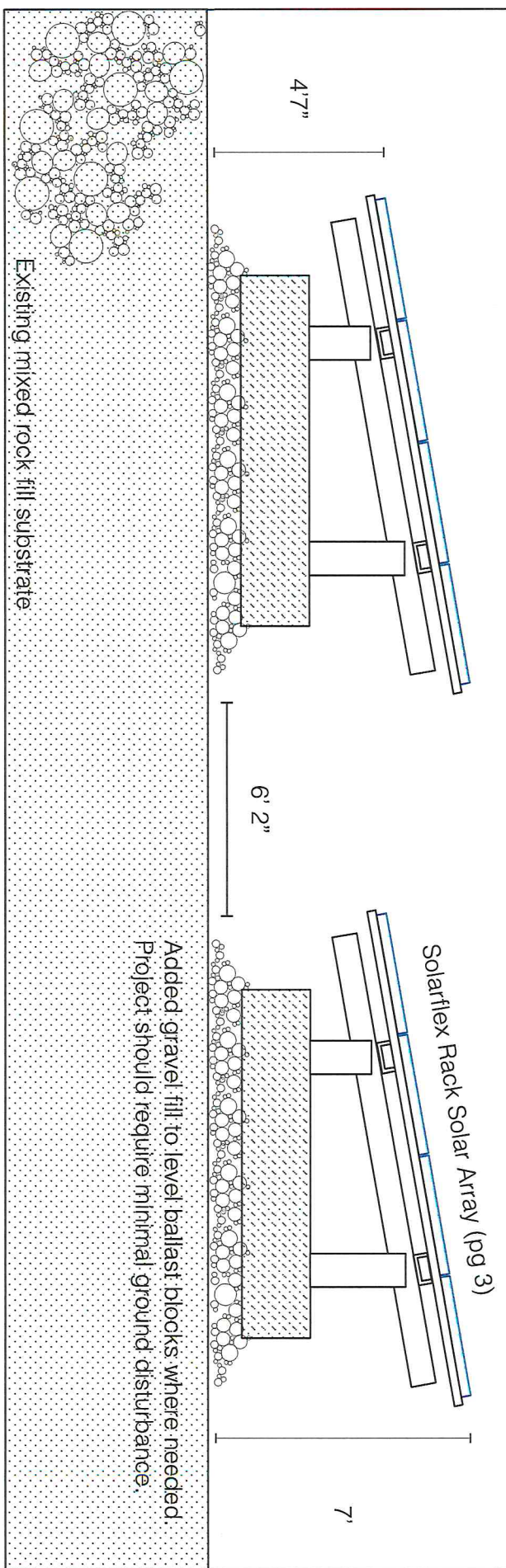


- Project Details:**
1. Prospective 255.36kw ballasted ground mounted photovoltaic system
 2. Panels: 532 x Qcell 480watt panels
 3. Racking: 532 panel Solar Flexrack 4-panel ballasted ground mount
- Notes:**
- Proposed ballasted racking system to be installed with minimal removal if any of the soil or substrate material. Proposing conduit between arrays and PV equipment locations be installed on ballasted supports.

Proposed Racking side view:



Note: image not to scale. Measurements are approximate; actual measurements may vary. For illustrative purpose only



Ver # 1.0 Pg # 2



Redwood Coast Energy Authority
33 3rd Street
Eureka, CA 95501
P: 707-2691700 E: info@redwoodenergy.org

Redway Community Service District
Waste Water Treatment Facility
Redway, CA 95560
P: (707) 923-3101 E: ccox.rcsd@gmail.com

APN# 222-222-006

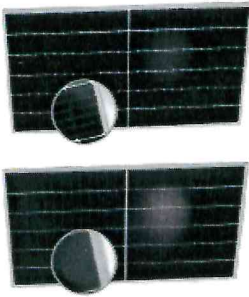




Q. PEAK DUO XL-G10.2

470-495

ENDURING HIGH PERFORMANCE



8 Busbars Cell Technology
11 Busbars Cell Technology

THE IDEAL SOLUTION FOR:
Gross areas
Net power pins

Engineered in Germany

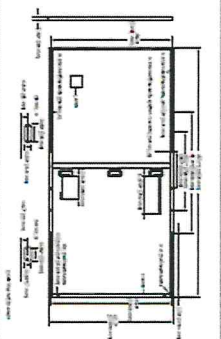


- BREAKING THE 21% EFFICIENCY BARRIER**
Q. ANTUM DUO Z technology, with zero gap cell layout, boasts module efficiency up to 21.8%.
- LOW ELECTRICITY GENERATION COSTS**
Higher yield per surface area, lower BCOs and up to 50 watts more module power than standard 144 half-cell modules.
- ENDURING HIGH PERFORMANCE**
Long term yield security with Anti-LID Technology, Anti-HD Technology*, Hot-Spot Protect and Trenchless Quality Tru-CW.
- EXTREME WEATHER RATING**
High-tech anti-hail alloy frame, certified for high snow (5400kg) and wind loads (3000) lbs.
- A RELIABLE INVESTMENT**
Features 12 year product warranty and 25-year linear performance warranty**.
- STATE-OF-THE-ART MODULE TECHNOLOGY**
Q. ANTUM DUO achieves cutting-edge cell separation and interdigitated busbar design with Q. ANTUM Z Technology.

*Anti-LID Technology according to IEC 61201-2 (2013), standard (1300000) 1000h
**25-year linear performance warranty for the first 10 years

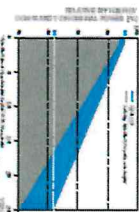
MECHANICAL SPECIFICATION

Form Factor	60.2mm x 120.4mm x 3.5mm (including frame)
Weight	1.72kg (3.79lbs)
Front Glass	3.2mm (0.125") tempered glass with anti-reflection coating
Back Glass	Anti-reflection coating
Cell	5.4" x 9.6" mono-crystalline PERC, 21% cell efficiency
Module Size	1631.0mm x 987.0mm x 35.0mm (64.2" x 39.0" x 1.38")
Dimensions	1631.0mm x 987.0mm x 35.0mm (64.2" x 39.0" x 1.38")
Weight	1.72kg (3.79lbs)



ELECTRICAL CHARACTERISTICS

FORM CLASS	470	475	480	485	490	495
Power output	340	345	350	355	360	365
Short Circuit Current	16.2	16.4	16.6	16.8	17.0	17.2
Open Circuit Voltage	41.8	42.0	42.2	42.4	42.6	42.8
Current density	10.5	10.6	10.7	10.8	10.9	11.0
Voltage density	2.5	2.5	2.5	2.5	2.5	2.5
Efficiency	20.8	20.9	21.0	21.1	21.2	21.3
Standard deviation of efficiency	±0.2%	±0.2%	±0.2%	±0.2%	±0.2%	±0.2%
Power output	340	345	350	355	360	365
Short Circuit Current	16.2	16.4	16.6	16.8	17.0	17.2
Open Circuit Voltage	41.8	42.0	42.2	42.4	42.6	42.8
Current density	10.5	10.6	10.7	10.8	10.9	11.0
Voltage density	2.5	2.5	2.5	2.5	2.5	2.5
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Standard deviation of efficiency	±0.2%	±0.2%	±0.2%	±0.2%	±0.2%	±0.2%



TEMPERATURE COEFFICIENTS
Temperature Coefficient of Power: -0.27%/°C
Temperature Coefficient of Voltage: -0.27%/°C

PROPERTIES FOR SYSTEM DESIGN
Nominal Voltage: 48V
Nominal Power: 360W
Nominal Current: 7.5A
Nominal Efficiency: 21.3%

QUALIFICATIONS AND CERTIFICATES
IEC 61215, IEC 61730, UL 1709, UL 1741, CE, TUV SUD, VDE 0450, ISO 9001, ISO 14001

PACKAGING INFORMATION
Dimensions: 1631mm x 987mm x 35mm
Weight: 1.72kg
Volume: 0.57m³
Pallet Size: 1200mm x 1200mm
Pallet Weight: 22.0kg
Pallet Volume: 2.88m³



Redwood Coast Energy Authority
33 3rd Street
Eureka, CA 95501
P: 707-2691700 E: info@redwoodenergy.org

Redway Community Service District
Waste Water Treatment Facility
Redway, CA 95560
P: (707) 923-3101 E: ccox.rcsd@gmail.com

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Redway Community Services 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.