

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

**REGULAR BUSINESS MEETING**

**Location: RCSD Business Office, 3168 Redwood Drive**

**Date: March 25, 2026**

**Time: 6:00 P.M.**

**Posted: March 20, 2026**

**I. CALL TO ORDER:**

**II. ROLL CALL:**

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

\_\_\_ Marie Etherton

\_\_\_ Tammy Willison

\_\_\_ Dian Griffith Vice-Chairwoman

\_\_\_ Michael McKaskle

**III. LAND ACKNOWLEDGEMENT:**

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

**IV. APPROVAL OF THE AGENDA:**

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

**VI. PUBLIC COMMENT:**

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

**VII. PREVIOUS MINUTES:**

1. Consider Approval of the Minutes of the following Board of Director meetings.
  - a) February 18, 2026, Regular Business Meeting Minutes.

**VIII. CONSENT CALENDAR:**

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

1. Operation Manager's Report: Review of the February 2026 Operation Manager's Report. **Page 11**
2. Production Report: Review of February 2026 Production Report. **Page 13**
3. Safety Report: Review of the February 2026 Safety Report. **Page 15**
4. Consider Adoption of RREDC Joint Powers Agreement **Page 19**

**IX. FINANCIAL, OFFICE MANAGER AND GENERAL MANAGER'S REPORT:**

1. Financial Report: Review of the February 2026 Financial Reports. **Page 31**
2. Office Manager's Report: Review of the February 2026 Office Manager's Reports. **Page 51**
3. General Manager's Report: Review of the February 2026 General Manager's Reports. **Page 55**

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

**XI. CLOSED SESSION:**

1. *Security*

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

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

1. *Updating Place of Use Boundary.*  
*ACTION REQUIRED: Discussion / Report / Action*
2. *Ad-Hoc Committee Report:*
  - a) *Executive*
  - b) *Financial*
  - c) *Personnel*
  - d) *Infrastructure**ACTION REQUIRED: Discussion / Report / Action*
3. *New Connections:*
  - a) *New Connections Waiting List.*
  - b) *Houses Not Connect to Collection System.**ACTION REQUIRED: Discussion / Report / Action.*
4. *Grants:*
  - a) *Emergency Water Storage and Supply Project*
  - b) *Wastewater Improvements Project**ACTION REQUIRED: Discussion / Report / Action*
5. *Redway Community Services District Customer Assistance Program.*  
*ACTION REQUIRED: Discussion / Report / Action* **Page 57**
6. *Potential Installation of a Well on Southern Humboldt Unified School District Property Located Within the District* **Page 59**  
*ACTION REQUIRED: Discussion / Report / Action*
7. *Adoption of Humboldt County Multi-Jurisdictional Hazard Mitigation Plan Update (2025)*  
*ACTION REQUIRED: Discussion / Report / Action / Adoption of Resolution 2025-2026-06*

8. Discussion Regarding the Q Zone; Lower Redway.

*ACTION REQUIRED: Discussion / Report / Action*

9. Call for Nominations for Special District Members to Serve on Humboldt LAFCo.

*ACTION REQUIRED: Discussion / Report / Action* Page 63

10. Discussion Regarding Temporary Employment Policy.

*ACTION REQUIRED: Discussion / Report / Action* Page 69

**XIV. CORRESPONDENCE:** RCSD Mission Statement Page 71  
General Election Page 73 Cyber Security Page 75 REWSSP Page 79

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

- 1. DIRECTORS' REPORT
  - a. RREDC

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

**XVII. MEDIA COMMUNICATION:**

**XVIII. ADVANCED AGENDA:**

**Further items may be placed by the Board Members for the April 2026 Regular Business Meeting of the Board of Directors under this item of business: No Action**

**XIX. ADJOURNMENT:**

Location of related writings is available for public review: Redway CSD Office, 3168 Redwood Dr. Redway, Ca.

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In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the RCSD at (707)923-3101. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).

REDWAY COMMUNITY SERVICES DISTRICT  
MINUTES OF THE REGULAR BUSINESS MEETING

February 18, 2026

CALL TO ORDER:

Vice-Chairwoman Griffith called the February 18, 2026 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 6:00 P.M. in the Redway Community Services District Business Office.

ROLL CALL:

Directors Present: Dian Griffith, Vice- Chairwoman,  
Michael McKaskle, Tammy Willison.  
Directors Absent: Arthur M<sup>c</sup>Clure, Chm., Marie Etherton.

Staff Present:

Cody Cox, General Manager / Operations Manager  
Glenn Gradin, Office Manager.  
Nancy Jurrens, Secretary to the Board

LAND ACKNOWLEDGEMENT:

Michael McKaskle read the District's Statement of its Land Acknowledgement as follows:

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

APPROVAL OF THE AGENDA:

Michael McKaskle moved to approve the February 18, 2026 Agenda as presented. Tammy Willison seconded the motion. Vice-Chairwoman Griffith called for a roll call vote. Michael McKaskle, Yea, Tammy Willison, Yea. Dian Griffith, Yea. The motion was carried by a roll call vote of three Yeas and zero Nays.

REPORT FROM CHAIRMAN OF THE BOARD:

Vice-Chairwoman Griffith expressed her gratitude to Board Members for their support and staff for their excellent performance. She stated that their input is greatly appreciated.

PUBLIC COMMENT:

1. Michael McKaskle addressed the Board for a resident of Redway requesting RCSD to consider implementing Broadband Service within the District

PREVIOUS MINUTES:

Consider Approval of the Minutes of the following Board of Directors Meeting:

- a) January 21, 2026 Regular Business Meeting Minutes: Following review of the January 21, 2026 Regular Business Meeting minutes, Michael McKaskle moved to approve the January 21, 2026 Regular Business Minutes as presented. Tammy Willison seconded the motion. Vice-Chairwoman Griffith called for a roll call vote. Michael McKaskle, Yea, Tammy Willison, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of three Yeas and zero Nays.

CONSENT CALENDAR:

1. Operation Manager's Report: The Board reviewed the January, 2026 Operations Manager's Report.
2. Production Report: The Board reviewed the January, 2026 Production Report.
3. Safety Report: The Board reviewed the January, 2026 Safety Report.

Following review of the Consent Calendar, Michael McKaskle moved to accept the January 2026 Consent Calendar as presented. Tammy Willison seconded the motion. Vice-Chairwoman Griffith called for a roll call vote. Michael McKaskle, Yea, Tammy Willison, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of three Yeas and zero Nays.

FINANCIAL, OFFICE MANAGER AND GENERAL MANAGER REPORTS

1. Financial Reports: The Board reviewed the January, 2026 Financial Reports.
2. Office Manager's Report: The Board reviewed the January, 2026 Office Manager's Report.
3. General Manager's Report: The Board reviewed the January, 2026 General Manager's Report.

Following review of the January 2026 Financial, Office Manager's and General Manager's report, Michael McKaskle moved to accept the January 2026 Financial, Office Manager's and General Manager's reports as presented. Tammy Willison seconded the motion. Vice-Chairwoman Griffith called for a roll call vote. Michael McKaskle, Yea, Dian Griffith, Yea, Tammy Willison, Yea. The motion was carried by a roll call vote of three Yeas and zero Nays.

OPEN SESSION DISCLOSURE OF CLOSED SESSION

Vice-Chairwoman Griffith announced that there is no disclosure of Closed Session.

CLOSED SESSION:

1. Security: No current information on security within the District was revealed.

RETURN TO OPEN SESSION; DISCLOSURE OF CLOSED SESSION:

Vice-Chairwoman Griffith announced that as no Closed Session was held no disclosure was announced.

ACTION / DISCUSSION ITEMS:

1. Update Place of Use Boundary: Cody Cox informed the Board that Jennie Short from 4J's Consulting is compiling the comments for all the protests. No date has been scheduled for the hearing on the Initial Study Negative Declaration. LACO Engineering is in the process of rewording the Initial Study Negative Declaration. The Infrastructure Ad-Hoc Committee will schedule a meeting to review the documentation from 4J's Consulting and LACO Engineering regarding protest comments and the rewording of the Initial Study Negative Declaration.
2. Ad -Hoc Committee Reports:
  - a. Executive: No Executive Ad-Hoc Committee Meeting was held; therefore, no new information was available.
  - b. Financial: No Financial Ad-Hoc Committee Meeting was held; therefore, no new information was available.
  - c. Personnel: the Personnel Ad-Hoc Committee members reported that they reviewed the first twenty (20) pages of the Personnel Policy.
  - d. Infrastructure: No Infrastructure Ad-Hoc Committee Meeting was held; therefore, no new information was available.
3. New Connections:
  - a. New Connections Waiting List: No new information on New Connections Waiting List was available for review by the Board.
  - b. Houses Not Connected to Collection System: No new information on Houses Not Connected to the Collection System was available for review by the Board.
4. Grants:
  - a. Emergency Water Storage and Supply Project: Cody Cox informed the Board that the sign has been installed on Redwood Drive revealing the water tank project. The installation of the water tank is progressing and is scheduled to be completed by the June 30, 2026 completion date. Cody Cox informed the Board that during a meeting with Barry Sutter from the State Water Resources Control Board the District has been successful at placing both the water treatment plant and operating a surface water treatment plant on the failing facility classification. As grant funding is not currently available, this may trigger a potential interagency agreement between the State Water Resources Control Board and the Division of Financial Assistance to finance updating the Districts' water treatment facility.
  - b. Wastewater Improvements Project: Cody Cox informed the Board that two reimbursement requests have been submitted and that the drawings also have been completed. The District is below the one million forty-nine-thousand-dollar (\$1,049,000.00) budget. The project is ready for the submission of the application with financing being 50% grant and 50% loan unless the District can prove otherwise. Michael McKaskle recommended the Infrastructure Ad-Hoc Committee schedule a meeting to discuss implementing a strategic plan for updating the wastewater treatment facilities.
5. Redway Community Services District Customer Assistance Program: No reply has been received from David McMurchie, Attorney at Law, regarding the Redway Community Services District Customer Assistance Program.
6. Potential Installation of a Well on Southern Humboldt Unified School District Property located within the District: The letter that was previously approved by the Board addressing the well proposal and a request to be placed on their agenda will be sent to the Southern Humboldt Unified School District Board of Directors.

CORRESPONDENCE:

1. RREDC Memo, Greg Foster, January 30, 2026 Re, Adopting the Draft Amended and Restated RREDC Commission's Joint Powers Agreement.
2. RCSD to Michelle Bushnell, Office of the Humboldt County Supervisor, February 04, 2026 Re, Inquiry Regarding RCSD Water Service Policies.

BOARD MEMBER / STAFF REPORTS:

1. Director's Reports:

A. Michael McKaskle.

1. RREDC: Michael McKaskle submitted a written RREDC report for review by the Board.

COMMENTS FROM MEMBERS OF THE BOARD:

No comments were given by members of the Board.

MEDIA COMMUNICATIONS:

The Local media is to continue asking their listeners to avoid pouring oils, grease and fats down their drains and to inform their listeners the time and date of the District's Business Meetings.

ADVANCED AGENDA

1. Adoption of the Humboldt County Multi-Jurisdiction Hazard Mitigation Plan 2025.
2. Consider Adoption of RREDC Joint Powers Agreement.
3. Lower Redway Q Zone.

ADJOURNMENT:

Michael McKaskle moved to adjourn the February 18, 2026 Regular Business Meeting of the Redway Community Services District Board of Directors at 6:45 P.M. Tammy Willison seconded the motion. Vice-Chairwoman Griffith called for a roll call vote. Michael McKaskle, Yea, Tammy Willison, Yea, Dian Griffith, Yea. The motion was carried by a roll call vote of three Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,  
Secretary to the Board



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## Operations Report

Meeting Date: March 18, 2026

Redway CSD

### 1. USGS Streamflow Summary – South Fork of the Eel River (Miranda Gauge)

The U.S. Geological Survey (USGS) operates a continuous streamflow monitoring station on the South Fork of the Eel River near Miranda, California (Gauge 11476500). Current discharge at the Miranda gauge is reported in cubic feet per second (3180). This flow reflects watershed-wide storm response and directly influences both raw water turbidity and wastewater system inflow and infiltration conditions.

### 2. Water Treatment Operations

Water treatment operations are currently under normal conditions.

On the 23rd, source water turbidity increased significantly due to storm conditions. Raw water turbidity reached approximately 70 NTU (Nephelometric Turbidity Units). Due to treatment limitations at this turbidity level, treatment operations were temporarily discontinued until turbidity returned to acceptable levels. Once NTU values decreased, treatment resumed under stable operating conditions.

Other than the recent storm event, water treatment operations remain stable.

### 3. Water Distribution Operations

A service lateral leak occurred on Manzanita in the middle of the roadway. Repairs are complete. There are road issues that we need to discuss at a Board level here and make a decision whether we have a contractor do some work here with hot mix, or we clean it up as best we can ourselves, compact with base, and patch with cold mix. The reason I am bringing this to the Board is because there are more than a couple of people that are blaming the condition of the road on us, and that is a yes and no type of answer I have for them.



Following repair, staff will perform a cold mix asphalt patch to restore the roadway surface. This location has experienced repeated leaks over time. While not all prior repairs were performed by Redway CSD, the District will ensure a more durable patch moving forward.

#### 4. Wastewater Collection Operations

Smoke testing was conducted at the Eel River Conservation Camp. Multiple points of inflow and infiltration (I&I) were successfully identified. Vac truck was used for Azalea lift station emergency and was also used at Evergreen Lift station for placing a rebuilt Submersible that we would have otherwise had to of hired a pump truck at the very least. Vac truck was needed again in front of the Senior Center again. Lots of Grease. Vac truck was needed on Oakridge for cleaning, and for also proving that a backup was not our fault, this took us 10 minutes, and we were able to move onto the next project.

The District will work with CAL-FIRE Conservation Camp #31 to ensure these I&I deficiencies are corrected.

The District will host a scheduled CIPP (Cured-In-Place Pipe) demonstration from MAXLINE. Neighboring districts will be invited to participate. The portable MAXLINE system allows spot repairs of 2- to 4-foot sections of compromised pipe in diameters ranging from 4 inches to 8 inches. The demo has been confirmed for the 24<sup>th</sup> at noon. R.I.D. G.S.D, and Weott CSD will be attending.

Acquisition of this equipment (quoted cost \$10,000) would complete the District's internal I&I rehabilitation capability.

#### 5. Wastewater Treatment Operations

Another storm event occurred on the 16<sup>th</sup>, resulting in a hydraulic overload condition at the wastewater treatment plant. The State has been notified, and operational coordination has been handled by the General Manager and Mir.

**Despite elevated influent flows**, biological treatment processes were successfully maintained, and flows were treated without catastrophic process failure.

Brett Van Meter Logging has completed rehabilitation of Drying Bed #2. The District now has two fully operational drying/filter beds and has resumed solids management operations.



The District will proceed with rehabilitation of remaining filter infrastructure. Given current State funding outlooks, necessary rehabilitation cannot be delayed while awaiting uncertain grant opportunities.

A meeting is scheduled with Jack Sutton (GHD) regarding the nearly completed wastewater grant. Final site visits will determine whether alternative funding pathways are viable before re-engaging with the Division of Financial Assistance. Two new DFA representatives will be involved in upcoming discussions, and Jack and I need to go over quite a bit of Data that has been collected, organize and present to the DFA.

## Redway CSD – Production/Treatment Activity

**March 6, 2026**

Unit of measure is gallons:

### Water Production Report: For February 2026

	<b>Water Produced</b>	<b>District Use</b>	<b>Unmetered</b>	<b>Sold</b>	<b>Daily Avg.</b>
Dec 2023	3,620,004	886,862	739,865	1,993,457	116,774
Dec 2024	4,027,569	1,521,064	1,121,209	1,385,296	129,922
Dec 2025	5,018,748	1,819,364	972,064	2,227,322	161,895
Jan 2024	4,082,397	1,173,810	501,471	2,407,116	131,690
Jan 2025	4,401,362	1,422,325	1,593,741	1,385,296	141,979
Jan 2026	4,728,152	812,167.54	1,733,342	2,182,642	152,521
Feb 2024	4,101,414	1,439,971	21,818	2,639,625	141,128
Feb 2025	4,111,650	1,358,892	155	2,752,603	164,845
Feb 2026	3,755,513	822,254	602,671	2,330,588	134,125

### Wastewater Treatment Report: For February 2026

	<b>Influent</b>	<b>Effluent</b>	<b>Difference</b>
Dec 2025	10,216,607	5,790,825	4,425,782
Jan 2026	7,582,472	7,599,281	16,809
Feb 2026	6,833,719	4,826,530	2,007,189

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FEB 2026

# 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 3-5-25

Monthly Inspection recorded on unit.

Date 2-3-26

## SECTION 2

**Flammables Storage**

Check fuel tanks for leaks

Waste WTP

✓

Date 2-4-26

Water Plant

✓

Dogwood LS

✓

Check fuel connections for seeps

✓

Fuel cans stored properly

✓

## SECTION 3

**Work Areas**

Chemicals properly stored and marked.

✓

No Spills or trip hazards.

✓

Exits are accessible.

✓

Date 2-3-26

## SECTION 4

**Electrical Equipment**

Switches and circuit breakers labeled.

✓

Extension and power cords are serviceable.

✓

Lockout Devices serviceable

✓

Date 2-5-26

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 2-10-26

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 2-3-26

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

✓  
✓  
✓  
✓  
✓

*IN NEED OF SCBA*

Date 2-5-26

Any Incidents to Report for month NONE

Signature *Daniel EA*

Date 3-3-26

# 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>
<b>Training/Safety Meeting Subject(s):</b> <i>COLD WEATHER WATER &amp; SEWER TIPS</i>	
<b>Certificate Issued (circle answer):</b> Yes <input type="radio"/> No <input checked="" type="radio"/>	
<b>Training/Meeting Date:</b> <i>2-19-26</i>	<b>Training Instructor/Meeting Leader Name(s):</b> <i>D. LESGET</i>
<b>Description of Training Provided or Safety Meeting Topic(s):</b> <i>COLD WEATHER/WINTER SAFETY TIPS TO REMIND US HOW COLD &amp; SNOW CAN CHANGE THE CIRCUMSTANCES IN HOW WE WORK SAFELY.</i>	
<b>Course or Meeting Handouts (attach to this form):</b>  <i>✓</i>	





Redwood Region Economic Development Commission

# Memo

TO: RREDC Board of Directors

FR: Gregg Foster, Executive Director

DATE: January 30, 2026

RE: ADOPTING THE DRAFT AMENDED AND RESTATED REDWOOD REGION  
ECONOMIC DEVELOPMENT COMMISSION'S JOINT POWERS AGREEMENT

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As discussed at the January 26<sup>th</sup> meeting of the RREDC Board of Directors, now is the time for our members to approve the new RREDC JPA. This will require a vote of your governing boards.

We are more than willing to attend a meeting of your governing board, should you want that. We can also assist with the preparation of your agenda item if necessary. Please let us know if you want us to work directly with your staff to facilitate.

Staff requests that your board consider the adoption of the new JPA before the March 23, 2026 RREDC Board of Directors meeting. RREDC will require a copy of the minutes from each of the meetings in which adoption of this restated JPA was voted on.

Please let us know if you have any questions or comments.

Thank you to everyone who assisted with this project.

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**AMENDED AND RESTATED JOINT POWERS AGREEMENT OF THE  
REDWOOD REGION ECONOMIC DEVELOPMENT COMMISSION**

This Amended and Restated Joint Powers Agreement of the Redwood Region Economic Development Commission is made and entered into pursuant to the provisions of California Government Code Section 6500 et seq. (the ACT), and supersedes the original Joint Powers Agreement effective November 1, 1977, and amended nine times from 1978 – 1992. This Amended and Restated Joint Powers Agreement (“Agreement”) is effective as of [DATE.]

**RECITALS**

A. The Redwood Region Economic Development Commission (“COMMISSION” or “RREDC”) was formed in 1977 by the County of Humboldt, the Cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell, and Trinidad, the Redwoods Community College District, the Humboldt Community Services District, the Humboldt Bay Municipal Water District, the Humboldt Bay Harbor, Recreation, and Conservation District, and the McKinleyville Community Services District. Subsequent amendments to the Agreement added to the membership the Redway Community Services District, Orick Community Services District, the Orleans Community Services District, the Manila Community Services District, the Willow Creek Community Services District, and the Hoopa Valley Tribe. These entities are referred to individually as a “Member,” and collectively, the “MEMBERS”.

B. The RREDC was formed in 1977 to, among other purposes, develop and implement a countywide Economic Development Action Plan and Strategy for Humboldt County, using financial assistance offered through the federal Public Works and Economic Development Act of 1965 (42 USC §§ 3121-3234). In 1992 the RREDC Joint Powers Agreement was amended to expand its regional effectiveness by coordinating economic development strategy with entities located in the Counties of Mendocino and Del Norte.

C. Successfully formulating and implementing an economic development strategy that best improves the quality of life in the region requires a united, sustainable, and collaborative approach to economic development projects and programs. Such regional coordination is ultimately beneficial to access and leverage federal and state resources and programs and provide capacity for smaller communities with limited resources.

D. The MEMBERS desire to amend the Agreement to create more sustainable and resilient economic opportunities. In particular, the MEMBERS seek to update the Agreement’s purposes to reflect current economic development practices, to facilitate greater coordination within the region, and to update administrative provisions of the Joint Powers Agreement such as the COMMISSION’s regular meeting schedule and its budget adoption schedule.

E. The MEMBERS believe it would be desirable and convenient to restate the Agreement in its entirety, to include previous amendments not further amended herein, and to make those amendments now desired by the MEMBERS.

**NOW THEREFORE**, based on the mutual covenants, conditions, and terms recited herein, which are made a material part of this agreement, the undersigned public agencies, collectively referred to herein as the “MEMBERS,” enter into this Amended and Restated Joint Powers Agreement and agree as follows:

## **AGREEMENT**

### **ARTICLE I. COMMISSION FORMATION**

**Section 1.01 Formation.** Pursuant to the Act, the MEMBERS hereby create a Joint Powers Agency to be known as the Redwood Region Economic Development Commission (COMMISSION).

**Section 1.02 Separate Public Entity.** The COMMISSION is a public entity separate from the MEMBERS within the meaning of Government Code Section 6507.

**Section 1.03 Parties to this Agreement.** For purposes of this Agreement, each MEMBER intends to, and does, contract with every other MEMBER which is a signatory to this Agreement and, in addition, with every public agency that becomes a MEMBER under Section 1.04. The withdrawal of any MEMBER from this Agreement does not affect its validity or enforceability as to the remaining MEMBERS, nor any remaining MEMBER’S intent to contract with any of the others.

**Section 1.04 Membership.** Any Public Agency as defined in Government Code Section 6500, which is located wholly or partly within the boundaries of Humboldt County, or any adjacent county, is eligible for membership in the COMMISSION. Upon approval by a simple majority vote of the full Board of Directors, any such public agency may become a MEMBER if:

- (a) its governing body duly approves membership and agrees to all the terms of this Joint Powers Agreement, and
- (b) An authorized officer of such agency executes this Agreement on its behalf.

### **ARTICLE II. DEFINITIONS**

**Section 2.01** Unless the context otherwise requires, the words and terms defined in this ARTICLE II shall, for the purposes hereof, have the meanings specified.

- (i) ACT. "ACT" means Title I, Division 7, Chapter 5 (commencing with Section 6500) of the Government Code of the State of California.
- (ii) COMMISSION. "COMMISSION" means the REDWOOD REGION ECONOMIC DEVELOPMENT COMMISSION created pursuant to this Agreement.
- (iii) BOARD OF DIRECTORS. "BOARD OF DIRECTORS" means the governing board of the COMMISSION established pursuant to this Agreement.
- (iv) MEMBER. "Member" means a Public Agency that is a party to this Joint Powers Agreement.
- (v) PUBLIC AGENCY. “Public Agency” is defined in Section 6500 of the Act.

### **ARTICLE III. PURPOSE**

**Section 3.01** The purpose of this Agreement is to create an independent public entity that will provide united, coordinated, efficient, sustainable, and equitable economic development programming for its MEMBERS and the community at large. Specifically, the COMMISSION will:

- (a) lead and participate in economic development programs in Humboldt County and with public entities, sovereign nations, businesses, and organizations therein and in adjacent and nearby counties and tribal lands, and
- (b) operate revolving loan funds and leverage other financial resources to provide access to capital to those individuals, businesses, and organizations that create jobs or otherwise provide opportunities for prosperity through sustainable economic growth, and
- (c) establish operating and advisory committees to assist the COMMISSION in carrying out the foregoing purposes and to assist the COMMISSION in the implementation of economic development projects and programs to improve the quality of life in the region.

### **ARTICLE IV. INTERNAL GOVERNANCE**

**Section 4.01 BOARD OF DIRECTORS** The COMMISSION shall be governed by a Board of Directors composed of one representative from each Public Entity that is a party to this Agreement, each serving in an individual capacity as a member of the BOARD OF DIRECTORS.

**Section 4.02 APPOINTMENTS TO BOARD OF DIRECTORS** Each MEMBER shall appoint, from its respective governing board, one individual to serve on the Board of Directors of the COMMISSION. Each MEMBER shall also appoint from its respective governing board one alternate individual to serve on the Board of Directors in the absence of the primary individual appointed by that Member. The alternate individual may vote at any meeting of the BOARD OF DIRECTORS of the COMMISSION at which the primary representative appointed by that MEMBER is absent or disqualified.

**Section 4.03 TERM OF APPOINTMENT** Each MEMBER'S representatives appointed to serve on the Board of Directors shall serve at the pleasure of the appointing Member. The governing board of the MEMBER shall appoint replacement individuals to serve on the Board of Directors as needed to ensure that the MEMBER maintains continuous representation on the Board of Directors.

**Section 4.04 VOTING POWER** All voting power of the COMMISSION shall reside in the BOARD OF DIRECTORS.

**Section 4.05 PROHIBITION OF EMPLOYMENT** No person while serving as a member of the BOARD OF DIRECTORS of the COMMISSION shall be eligible to be appointed to any salaried office or employment in the service of the COMMISSION nor shall they become eligible for such appointment within one year after they have ceased to be a member of the BOARD OF DIRECTORS of the COMMISSION.

**Section 4.06 COMPENSATION** The members of the BOARD OF DIRECTORS and any committees formed by the COMMISSION shall serve without compensation. All members of the BOARD OF DIRECTORS may be reimbursed for reasonable and necessary expenses incurred in the performance of their duties as such members. Reimbursement of expenses shall be subject to approval of the BOARD OF DIRECTORS.

**Section 4.07 REGULAR MEETINGS** The Board of Directors shall establish by resolution the dates, times and places of its regular meetings, which shall be held not less than four times during each calendar year. The Board of Director's meetings shall be conducted in accordance with the Ralph M. Brown Act (Government Code Sections 54950 et seq.).

**Section 4.08 ATTENDANCE AND PARTICIPATION MEMBER** representatives are expected to attend every Board of Director's meeting, arrange for the attendance of their alternate representatively when not able to, and to notice appropriate Commission staff when they will not be in attendance. A MEMBER that fails to attend three regular successive meetings without notice to the COMMISSION or fails to appoint a representative to the Board of Directors without notice to the COMMISSION shall be deemed to have withdrawn as a party to this Agreement and as a MEMBER of the COMMISSION and will be ineligible to vote on COMMISSION business or constitute a quorum.

**Section 4.09 QUORUM AND VOTING** A majority of the Board of Directors shall constitute a quorum for the transaction of business. The Board of Directors shall act by motion or resolution. Except as otherwise expressly provided by this Agreement or applicable law, all motions, resolutions and ordinances of the Board of Directors, and all actions required or permitted to be taken by the MEMBERS acting through the Board of Directors, shall be by a majority vote of the quorum.

**Section 4.10 RULES** The BOARD OF DIRECTORS of the COMMISSION may adopt by-laws, rules and regulations for the conduct of its meetings and affairs as are necessary for the purposes hereof.

**Section 4.11 CHAIR, VICE CHAIR AND SECRETARY** The BOARD OF DIRECTORS shall elect a Chair of the Board and Vice Chair of the Board from among its membership each calendar year. If either the Chair's or the Vice Chair's MEMBER ceases to be a MEMBER of the Commission, the resulting vacancy shall be filled at the next regular meeting of the BOARD OF DIRECTORS held after such vacancy occurs. The CHAIR shall preside over and conduct all meetings of the BOARD OF DIRECTORS.

- (a) The CHAIR shall be the chairperson of the Board of Directors and shall conduct all Board of Director meetings and perform such other duties and functions required of such person by this Agreement or the Board.
- (b) The VICE CHAIR shall serve in the CHAIR's absence and perform such duties as required by this Agreement, the Board.
- (c) The BOARD OF DIRECTORS shall select a Secretary who may, but need not, be a member of the BOARD OF DIRECTORS. The Secretary shall serve at the pleasure of the BOARD OF DIRECTORS and shall perform those duties and functions customary to the office of Secretary of a Public Entity.

**Section 4.12 TREASURER AND AUDITOR-CONTROLLER** The Treasurer - Tax Collector of the COUNTY OF HUMBOLDT is hereby designated as the Treasurer of the COMMISSION and as the depository to have custody of all the money of the COMMISSION from whatever source. The Auditor-Controller of the COUNTY OF HUMBOLDT is hereby designated as the Auditor-Controller of the COMMISSION. The Treasurer-Tax Collector and the Auditor-Controller shall have the duties and obligations set forth in Sections 6505 and 6505.5 of the ACT and shall ensure that there shall be strict accountability of all funds and report of all receipts and disbursements of the COMMISSION.

**Section 4.13 LEGAL ADVISOR** The BOARD OF DIRECTORS shall select, appoint, employ and retain the legal advisor of the COMMISSION, who shall perform such duties as may be prescribed by the BOARD OF DIRECTORS.

**Section 4.14 EMPLOYEES** The BOARD OF DIRECTORS shall have the power to appoint and employ such other officers, employees, and may contract with consultants and other professional persons or firms as it considers necessary for the purposes hereof.

## **ARTICLE V. POWERS**

**Section 5.01 GENERAL POWERS** The COMMISSION created by this Agreement shall exercise in the manner hereinafter provided the powers common to each of the entities to this Agreement.

**Section 5.02 SEPARATION** As provided in the ACT, the COMMISSION shall be a public entity separate from the parties hereto.

**Section 5.03 SPECIFIC POWERS** The COMMISSION is hereby authorized, in its own name, to do all acts necessary for the exercise of the foregoing powers for the purposes of this Agreement including, but not limited to, any or all the following:

- (a) To make and enter into contracts.
- (b) To employ agents, employees, consultants, and independent contractors.
- (c) To acquire, hold or dispose of real and personal property, or any interest therein, by deed, purchase, lease, contract, gift, devise, or otherwise.
- (d) To sue and be sued in its own name, except as otherwise provided by law.
- (e) To incur debts, liabilities or obligations, provided that no debt, liability or obligation shall constitute a debt, liability or obligation of any of the separate public entities that are parties to this Agreement.
- (f) To apply for, accept, receive, and disburse grants, loans, and other financial assistance from any agency of the United States of America or of the State of California, or from any other public agency or other sources, public or private, and expend such funds for the purposes outlined in this Agreement.

- (g) To invest any money that is not required for the immediate necessities of the COMMISSION, as the COMMISSION determines, is advisable, in the same manner and upon the same conditions as apply to local agencies, pursuant to Section 53601 of the Government Code of the State of California.
- (h) To carry out and enforce all the provisions of this Agreement.
- (i) To contract for and obtain insurance against any insurable risk reasonably anticipated to result from the exercise of any powers or functions of the COMMISSION or the performance of any duties by the officers and employees of the COMMISSION.
- (j) To make, adopt, amend, and repeal its bylaws, rules, ordinances, resolutions, and procedural regulations consistent with, and to carry into effect, the powers granted in and purposes of this Agreement.

**Section 5.04 CLAIMS** All claims and actions for money or damages against the COMMISSION and its officers and employees are governed by Division 3.6 (commencing with Section 810) of Title I of the Government Code of the State of California. The COMMISSION shall be deemed a "public entity" within the meaning of Division 3.6 of Title I of said Government Code.

**Section 5.05 INTERESTS IN CONTRACTS** The provisions of Article 4 (commencing with Section 1090), Article 4.5 (commencing with Section 1100), and Article 4.6 (commencing with Section 1120), Chapter 1, Division 4, Title I, and Sections 87100 et seq. of the Government Code of the State of California prohibiting certain financial interests in public contracts and pertaining to conflicts of interest shall apply to the officers, officials, directors, and employees of the COMMISSION.

**Section 5.06 ENFORCEMENT BY COMMISSION** The COMMISSION is hereby authorized to take any or all legal actions necessary and permitted by law to enforce this Agreement.

- (a) Appointment of Administering Entity Pursuant to Government Code Section 6506, the Board may appoint an agency or entity, including one or more MEMBERS upon consent of the governing body of such Member, a commission or board constituted pursuant to this Agreement, or a person, firm or corporation, including a nonprofit corporation, which it may designate, to administer or execute this Agreement, or any portions of this Agreement.

**Section 5.07 RESTRICTIONS ON EXERCISE OF POWERS** Powers of the COMMISSION shall be exercised as provided in the Act and shall be subject, in accordance with Section 6509 of the Act, to such restrictions upon the manner of exercising such powers as are imposed upon counties in the exercise of similar powers.

## ARTICLE VI. FINANCIAL PROVISIONS

**Section 6.01 FISCAL YEAR.** The fiscal year of the COMMISSION shall be from July 1 of each year to and including June 30 of the following year.

**Section 6.02 ADVANCES** Each of the parties to this Agreement may advance to the COMMISSION money in such sums as may be mutually agreed upon by such party and the BOARD OF DIRECTORS. An amount equal to all advances made by each party, plus interest thereon at a rate to be mutually agreed upon by the COMMISSION and the party making such advances, shall be repaid by the COMMISSION funds then available to the COMMISSION. Repayment of such advances may also be made by the COMMISSION at such other time or times as the COMMISSION and the party making such advance shall mutually agree at the time such advance is made.

**Section 6.03 ANNUAL BUDGET** The Board of Directors shall adopt by majority vote of the full Board of Directors an annual budget for each fiscal year at or before its last regular meeting before June 30 of each year.

## **ARTICLE VII. MISCELLANEOUS PROVISIONS**

**Section 7.01 ACCOUNTS** The COMMISSION shall keep accurate and correct books of account, showing in detail the costs of administration, bond interest, bond redemption, operation and maintenance, and all financial transactions of the COMMISSION. Said books of account shall always be open to inspection by any representative of any of the parties hereto, or by any accountant or other person authorized by any party hereto to inspect said books of account.

**Section 7.02 ANNUAL AUDIT** The accounts and records of the COMMISSION shall be audited as provided in Government Code Sections 6505 and 6505.5 or as required by other entities providing funding to COMMISSION.

**Section 7.03 LIMITATION ON LIABILITY OF MEMBERS FOR DEBTS AND OBLIGATIONS OF COMMISSION** As provided for by Government Code section 6508.1, the debts, liabilities, and obligations of the COMMISSION do not constitute debts, liabilities, or obligations of any party to this Agreement. A MEMBER may separately contract for, or assume responsibility for, specific debts, liabilities, or obligations of the COMMISSION.

**Section 7.04 INDEMNITY** The COMMISSION shall indemnify, defend and hold harmless the MEMBERS, their officers and employees, from and against all liability, loss, damage, expense, and costs (including without limitation costs and fees of litigation), collectively referred to as 'injury', of every nature arising out of the COMMISSION activities described herein, or its failure to comply with any of its obligations contained herein, except where such injury is caused by the sole negligence or willful misconduct of a Member. Any defense of claims, as well as the cost of any judgments imposed for claims resulting from actions by the COMMISSION or any of the officers, agents, employees, or contractors of the COMMISSION in relation to this Agreement shall be the sole responsibility of the COMMISSION. To the extent that MEMBERS are also held jointly and severally liable for such amounts by Government Code section 895.2, if a MEMBER provides for such defense of itself or the COMMISSION, or pays all or a part of such judgment, the MEMBER shall be entitled to reimbursement in full from the COMMISSION, provided the MEMBER obtains prior approval from the COMMISSION.

**Section 7.05 INSURANCE** The COMMISSION will obtain at its expense, and maintain during the term of this Agreement, insurance against claims for injury to persons or damage to property or the environment which may arise from COMMISSION operations.

**Section 7.06 AMENDMENTS** This Agreement may be amended only by a written instrument, approved by an affirmative vote of the governing bodies of two thirds (2/3) of the MEMBERS, and meeting any requirements imposed by the terms or conditions of any revenue bonds issued by the COMMISSION and related documentation including, without limitation, indentures, trust agreements, resolutions and letter of credit agreements.

**Section 7.07 CONSENT** Notwithstanding the foregoing, no amendment shall require any MEMBER to contribute any funds to, or become directly or contingently liable for any debts, liabilities or obligations of, the COMMISSION, without that MEMBER'S written consent, signed by its duly authorized representative.

**Section 7.08 WITHDRAWAL** MEMBERS may withdraw at any time by providing written notice from the governing body of such MEMBER to the Board; provided that no MEMBER may withdraw if withdrawal would adversely affect a bond or other indebtedness issued by the COMMISSION, except upon a two-thirds (2/3) vote of the full Board. Withdrawal shall be effective upon receipt by the Board of said notice or upon said vote of the Board if required. The withdrawing MEMBER shall continue to be financially responsible for its share of financial obligations and liabilities incurred prior to the effective date of withdrawal. Upon such withdrawal, no withdrawing MEMBER shall be entitled to any distribution or withdrawal of property or funds except as may be agreed to by the Board; however such MEMBER may be entitled to participate in a pro-rated return of surplus money and other surplus personal property upon the dissolution of the COMMISSION based on factors as determined by the Board such as but not limited to the MEMBER'S length of time of participation with and contribution to the COMMISSION.

**Section 7.09 TERMINATION AND DISTRIBUTION** This Agreement continues until terminated by the written consent of a simple majority of the full Board; provided that:

- (a) this Agreement cannot be terminated until such time as all principal of and interest on any bonds and other forms of indebtedness that the COMMISSION may issue are paid in full; and
- (b) this Agreement and the COMMISSION continue to exist following termination for the purpose of disposing of all claims, distributing assets, and all other functions necessary to conclude the obligations and affairs of the COMMISSION.

**Section 7.10 DISTRIBUTION OF FUNDS AND ASSETS FOLLOWING TERMINATION** After completion of the COMMISSION's purposes, any surplus money on deposit in any fund or account of the COMMISSION will be disposed of as required by law. All other property of the Commission, real and personal, shall be divided or disposed of in a manner agreed upon by the Board of Directors. The Board of Directors is vested with all powers of the COMMISSION for the purpose of concluding and dissolving its business affairs.

**Section 7.11 NOTICES** All notices which any MEMBER or the COMMISSION may wish to give in connection with this Agreement shall be in writing and shall be served by personal delivery during usual business hours at the principal office of the MEMBER or the COMMISSION, to an officer or person apparently in charge of that office, or by depositing the same in the United States mail, postage prepaid, and addressed to the MEMBER or the COMMISSION at its principal office, or to such other address as the COMMISSION or MEMBER may designate from time to time by written notice given to the other MEMBERS in the manner specified in this section. Service of notice shall be deemed complete on the day of service by personal delivery (but 24 hours after such delivery in the case of notices of special meetings of the Board) or three (3) days after mailing if deposited in the United States mail. Until changed by written notice to the COMMISSION and the MEMBERS, notice shall be delivered as follows: **[LIST OF ENTITIES HERE]**

**Section 7.12 PROHIBITION AGAINST ASSIGNMENT** No MEMBER may assign any right, claim, or interest it may have under this Agreement. No creditor, assignee or third-party beneficiary of a MEMBER has a right, claim or title to any part, share, interest, fund or asset of the COMMISSION. However, nothing in this Agreement prevents the COMMISSION from assigning any interest or right it may have under the Agreement to a third party.

**Section 7.13 SEVERABILITY** If a portion, term, condition or provision of this Agreement is determined by a court to be illegal or in conflict with any law of the State of California, or is otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions is not affected.

**Section 7.14 LIABILITY OF COMMISSION** Subject to limitations contained in any trust agreement or other documents pursuant to which financing of the COMMISSION is implemented, COMMISSION funds may be used to defend, indemnify, and hold harmless the COMMISSION, any Member, any Director or Alternate Director, and any employee or officer of the COMMISSION for their actions taken within the scope of their duties while acting on behalf of the COMMISSION.

**Section 7.15 GOVERNING LAW** This Agreement will be governed by and construed in accordance with the laws of the State of California.

**Section 7.16 COUNTERPARTS** This Agreement may be executed in several counterparts, each of which is an original and all of which constitutes but one and the same instrument.

**Section 7.17 EFFECTIVE DATE** In accordance with the initial Joint Powers Agreement, this Restated and Amended Joint Powers Agreement shall become effective at the time two-thirds (2/3) of the MEMBERS have approved this Amended and Restated Joint Powers Agreement.

**IN WITNESS WHEREOF**, this Amended and Restated Joint Powers Agreement has been duly considered by the governing bodies of all MEMBERS of the Redwood Region Economic Development Commission and has been approved by the governing bodies of all MEMBERS, and is hereby entered into by the MEMBERS effective as of the date written above.

SIGNATURES APPEAR ON FOLLOWING PAGES



Redway Community Services District  
 Monthly Financial Statement to February 28<sup>TH</sup>, 2026

<b>Primary Checking Account</b>	<b>Previous Balance = \$52,229.17</b>	As of January 31st, 2026
	UMPQUA Revenues	
1 Customer Revenues Collected per QuickBooks	\$123,465.92	
2	\$0.00	
3	\$0.00	
4	\$0.00	
5 POU reimbursement from savings - LACO	\$52,385.89	
6 REIMBURSEMENT DWR #8 REWSP	\$153,644.13	
7	\$0.00	
8	\$0.00	
9 JET/VAC WORK	\$100.00	
10	\$0.00	
11	\$0.00	
	\$0.00	
	\$0.00	
<b>Total Income (reconciled bank deposits)</b>	<b>\$329,595.94</b>	
<b>Total Withdrawals (reconciled withdrawals)</b>	<b>\$146,892.78</b>	
	\$0.00	
<b>Quick Books Balance - Primary Checking Account</b>	<b>\$234,932.33</b>	As of February 28 <sup>th</sup> , 2026

<b>EI Dorado Income: Payments Received</b>	
Water payments - w/ late, reconnect fees, adjustments and deposits	\$44,853.36
Sewer Payments	\$67,747.01
SEF Water fees paid	\$0.00
SEF Sewer fees paid	\$3,855.50
Water Syst. Loan Fund	\$6,095.70
<b>Total Payments Received</b>	<b>\$122,551.57</b>
<b>Other Income</b>	<b>\$206,130.02</b>
<b>Net Total Income</b>	<b>\$328,681.59</b>

<b>Billing for Sales of Water &amp; Sewer Services</b>					
Date: This Year	February-26		Date: Prior Year	February-25	
	WATER	SEWER		WATER	SEWER
WSLF	\$6,497.04		WSLF	\$5,487.36	
Residential	\$37,187.41	\$48,233.93	Residential	\$50,852.13	\$44,637.67
Commercial	\$7,820.67	\$14,657.24	Commercial	\$12,139.47	\$14,376.33
Sub total W&S only	\$51,505.12	\$62,891.17	Sub total W&S only	\$68,478.96	\$59,014.00
SEF	\$0.00	\$4,094.16	SEF	\$0.00	\$3,396.90
Sub total	\$51,505.12	\$66,985.33	Sub total	\$68,478.96	\$62,410.90
Reconnect fees	\$0.00		Reconnect fees	\$0.00	
Late Fees	\$1,044.00		Late Fees	\$3,369.91	
Adjustments	-\$1,655.13		Adjustments	-\$414.59	
Total Sales/Use	Feb-26	\$117,879.32	Total Sales/Use	Feb-25	\$133,845.18

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Redway Community Services District  
Balance Sheet - Collapsed w/ Prior Year

As of February 28, 2026

	Feb 28, 26	Feb 28, 25
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
1006 · UMPQUA - 4992	27,654.08	0.00
1004 · Cash in Bank CCUSH - 71	0.00	67,881.55
1010 · CCUSH - Business Savings -00	0.00	25.01
1015 · CCUSH - Connection Fees -52	0.00	2.26
1020 · CCUSH - Meadows Deposits - 51	0.00	16,091.17
1030 · Umpqua - Meadows Deposits -3892	16,095.91	0.00
1035 · Umpqua - Jet/Vac - 1897	4,314.76	0.00
1040 · Umpqua - New Connections- 3003	179,997.15	0.00
1050 · Petty Cash	362.01	134.68
<b>Cash in County - Water</b>		
1100 · #2546 SRF Water Proj Loan Fund	302,603.24	294,365.03
1105 · #2547 SRF Payment Reserve Fu...	90,190.24	88,152.49
1110 · #2548 Davis Grunsky '68 Reserve	0.51	64.15
1115 · #2549 Davis Grunsky '74 Reserve	2.52	314.71
1120 · #2550 Tax Revenue Fund-Water	108,003.79	67,367.63
1125 · #2555 SEF - Water	20,350.54	78,048.22
1130 · #2557 T & D Rehab Proj. Fund	26.73	3,339.04
<b>Total Cash in County - Water</b>	<b>521,177.57</b>	<b>531,651.27</b>
<b>Cash in County - Sewer</b>		
1135 · #2551 Tax Revenue -Sewer	77,050.87	-7,735.06
1140 · #2554 RCSD RECD Grant Sewer	7.21	900.58
1145 · #2556 SEF - Sewer	129,515.06	149,100.12
1150 · #2558 I & I Project Fund-Sewer	52.25	6,526.34
1155 · #9855 95 COP Payment Fund-Se...	11.22	1,401.75
1160 · #9856 '95 Reserve Fund Sewer	54,209.00	51,593.44
<b>Total Cash in County - Sewer</b>	<b>260,845.61</b>	<b>201,787.17</b>
<b>Total Checking/Savings</b>	<b>1,010,447.09</b>	<b>817,573.11</b>
<b>Other Current Assets</b>		
Prepaid Expenses	0.00	3,000.00
Prepaid Insurance	12,193.33	10,278.77
Employee Advance	609.14	0.00
Prepaid Rent	900.00	1,600.00
<b>1300 · Accounts Receivable</b>		
1301 · Allowance for Doubtful Accounts	-4,500.00	-4,500.00
1300 · Accounts Receivable - Other	253,161.35	334,960.19
<b>Total 1300 · Accounts Receivable</b>	<b>248,661.35</b>	<b>330,460.19</b>
1400 · Other Receivables	20,930.85	0.00
1500 · Grants Receivable	-281,636.13	0.00
1600 · Inventory - Water	15,820.61	15,820.61
1650 · Inventory - Sewer	1,742.98	1,742.98
<b>Total Other Current Assets</b>	<b>19,222.13</b>	<b>362,902.55</b>
<b>Total Current Assets</b>	<b>1,029,669.22</b>	<b>1,180,475.66</b>

Redway Community Services District  
Balance Sheet - Collapsed w/ Prior Year  
As of February 28, 2026

	Feb 28, 26	Feb 28, 25
<b>Fixed Assets</b>		
<b>Fixed Assets - Water</b>		
1700 · Land	31,282.45	31,282.45
1705 · Source of Supply Plant	457,413.70	457,413.70
1710 · Autos & Trucks	46,657.32	36,157.32
1715 · Pumping Plant	197,376.49	83,511.68
1720 · Water Treatment Plant	312,246.11	288,733.63
1725 · Structures & Improvements	4,260,537.66	4,260,537.66
1730 · Water Plant - Small Equipment	289,754.58	289,754.58
1735 · Construction in Progress	274,616.70	139,299.24
<b>Total Fixed Assets - Water</b>	<b>5,869,885.01</b>	<b>5,586,690.26</b>
<b>Fixed Assets - Sewer</b>		
1786 · ROU Jet Vac Truck	412,237.28	0.00
1740 · Land	93,493.07	93,493.07
1742 · Road Improvements	116,000.00	116,000.00
1745 · New WW Plant & Lift Stations	2,042,448.66	2,042,448.66
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	640,507.64	630,254.62
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	46,657.32	36,157.32
1796 · Tools & Equipment	215,717.02	215,717.02
1797 · Construction in Progress	1,331,553.76	600,446.40
<b>Total Fixed Assets - Sewer</b>	<b>7,516,912.12</b>	<b>6,352,814.46</b>
<b>Accumulated Depreciation-Water</b>	<b>-3,162,001.05</b>	<b>-3,040,861.76</b>
<b>Accumulated Depreciation-Sewer</b>	<b>-4,152,739.23</b>	<b>-3,982,615.72</b>
<b>Total Fixed Assets</b>	<b>6,072,056.85</b>	<b>4,916,027.24</b>
<b>Other Assets</b>		
1900 · COP Issuance Costs	12,002.95	12,766.68
<b>Total Other Assets</b>	<b>12,002.95</b>	<b>12,766.68</b>
<b>TOTAL ASSETS</b>	<b>7,113,729.02</b>	<b>6,109,269.58</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
2000 · Accounts Payable	96,256.95	655,160.60
<b>Total Accounts Payable</b>	<b>96,256.95</b>	<b>655,160.60</b>
<b>Credit Cards</b>		
VISA - Umpqua Bank	0.00	1,237.49
<b>Total Credit Cards</b>	<b>0.00</b>	<b>1,237.49</b>

Redway Community Services District  
Balance Sheet - Collapsed w/ Prior Year

As of February 28, 2026

	Feb 28, 26	Feb 28, 25
<b>Other Current Liabilities</b>		
2025 · Gym Memberships	0.00	30.00
2105 · Accrued SWH/SDI	-403.41	-115.51
2110 · Accrued SUI/ETT	2,462.48	791.38
2125 · Accrued Vacation	13,177.44	21,671.20
2200 · Interest Payable	8,362.50	8,943.75
2300 · Customer Deposits	6,850.00	8,000.00
2400 · Temporary Inv - W&J Project	11,900.00	11,900.00
Current Portion of Long-Term De	101,840.00	107,500.00
<b>Total Other Current Liabilities</b>	<b>144,189.01</b>	<b>158,720.82</b>
<b>Total Current Liabilities</b>	<b>240,445.96</b>	<b>815,118.91</b>
<b>Long Term Liabilities</b>		
2500 · Loan Payable - SRF Loan	612,000.00	688,500.00
2600 · Loan Payable - 95 WW Project	414,000.00	446,000.00
2750 · Columbia Bank Lease	412,237.28	0.00
Less Current Portion of LTD	-101,840.00	-107,500.00
<b>Total Long Term Liabilities</b>	<b>1,336,397.28</b>	<b>1,027,000.00</b>
<b>Total Liabilities</b>	<b>1,576,843.24</b>	<b>1,842,118.91</b>
<b>Equity</b>		
<b>Water Equity</b>		
3050 · Retained Earnings - Water	2,392,164.81	2,033,238.40
3100 · Debt Reserve - Water	382,031.83	428,059.32
<b>3200 · Contributed Capital - Water</b>		
3250 · Less Accumulated Amortization	-150,001.65	-150,001.65
3200 · Contributed Capital - Water - Oth...	409,340.77	409,340.77
<b>Total 3200 · Contributed Capital - Water</b>	<b>259,339.12</b>	<b>259,339.12</b>
<b>Total Water Equity</b>	<b>3,033,535.76</b>	<b>2,720,636.84</b>
<b>Sewer Equity</b>		
3000 · Retained Earnings - Sewer	-197,121.13	-1,163,187.59
3150 · Debt Reserve - Sewer	53,795.91	52,227.25
<b>3300 · Contributed Capital - Sewer</b>		
3350 · Less Accumulated Amortization	-939,028.76	-939,028.76
3300 · Contributed Capital - Sewer - Ot...	3,743,489.16	3,743,489.16
<b>Total 3300 · Contributed Capital - Sewer</b>	<b>2,804,460.40</b>	<b>2,804,460.40</b>
<b>Total Sewer Equity</b>	<b>2,661,135.18</b>	<b>1,693,500.06</b>
32000 · Retained Earnings	0.00	249,087.90
Net Income	-157,785.16	-396,074.13
<b>Total Equity</b>	<b>5,536,885.78</b>	<b>4,267,150.67</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,113,729.02</b>	<b>6,109,269.58</b>

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Redway Community Services District  
**Profit & Loss**  
 February 2026

	Sewer	Water	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Water Charges</b>			
4100 · Residential	0.00	35,532.29	35,532.29
4150 · Commercial	0.00	7,920.67	7,920.67
<b>Total Water Charges</b>	0.00	43,452.96	43,452.96
<b>Sewer Charges</b>			
4200 · Residential	48,233.93	0.00	48,233.93
4250 · Commercial	14,657.24	0.00	14,657.24
<b>Total Sewer Charges</b>	62,891.17	0.00	62,891.17
4450 · Reconnect Fees	0.00	55.00	55.00
4500 · Late Charges	0.00	990.00	990.00
<b>Property Tax Revenue</b>			
7000 · Secured	0.00	33,069.80	33,069.80
7015 · Supplemental - Current	0.00	162.88	162.88
7050 · Property Assessments	0.00	15,158.39	15,158.39
7100 · Homeowners' Tax Relief	0.00	277.80	277.80
<b>Total Property Tax Revenue</b>	0.00	48,668.87	48,668.87
<b>Total Income</b>	62,891.17	93,166.83	156,058.00
<b>Gross Profit</b>	62,891.17	93,166.83	156,058.00
<b>Expense</b>			
<b>Administrative &amp; General</b>			
5020 · Dues & Memberships	25.00	25.00	50.00
<b>Insurance</b>			
<b>5040 · Employee Health Insurance</b>			
Employee Portion Health	-1,559.69	-1,559.69	-3,119.38
5040 · Employee Health Insurance - O...	6,272.05	6,272.07	12,544.12
<b>Total 5040 · Employee Health Insurance</b>	4,712.36	4,712.38	9,424.74
<b>5041 · Employee Life Insurance</b>			
Employee Portion Life	-210.55	-210.55	-421.10
5041 · Employee Life Insurance - Other	360.45	360.45	720.90
<b>Total 5041 · Employee Life Insurance</b>	149.90	149.90	299.80
<b>Total Insurance</b>	4,862.26	4,862.28	9,724.54
5070 · Licenses, Permits & Fees	114.00	60.00	174.00
5075 · Mileage/Travel	49.67	49.67	99.34

Redway Community Services District  
**Profit & Loss**  
February 2026

	Sewer	Water	TOTAL
<b>Office Expense</b>			
5060 · Computers & Software Expense	317.50	317.50	635.00
5062 · Finance Charges	4.84	4.83	9.67
5081 · Office Expense	88.69	88.69	177.38
5130 · Office Supplies	604.67	604.68	1,209.35
5135 · Telephone-all phones	158.35	158.36	316.71
<b>Total Office Expense</b>	<b>1,174.05</b>	<b>1,174.06</b>	<b>2,348.11</b>
5085 · Outside Services	1,500.00	0.00	1,500.00
5100 · Payroll Taxes	1,815.64	1,847.61	3,663.25
<b>Professional Fees</b>			
5112 · Director Fees	175.00	175.00	350.00
<b>Total Professional Fees</b>	<b>175.00</b>	<b>175.00</b>	<b>350.00</b>
5115 · Property Tax Admin Fees	0.00	868.50	868.50
5125 · Retirement	1,077.33	1,077.34	2,154.67
5150 · Wages	10,854.52	10,861.68	21,716.20
<b>Total Administrative &amp; General</b>	<b>21,647.47</b>	<b>21,001.14</b>	<b>42,648.61</b>
<b>Water Treatment</b>			
5200 · Lab Tests	0.00	310.00	310.00
5205 · Repairs & Maintenance	0.00	320.00	320.00
5210 · Supplies-water treatment	0.00	2,990.05	2,990.05
5220 · Wages	0.00	9,727.68	9,727.68
5240 · Truck expenses	0.00	63.59	63.59
<b>Total Water Treatment</b>	<b>0.00</b>	<b>13,411.32</b>	<b>13,411.32</b>
<b>Water Trans &amp; Distribution</b>			
5305 · Repairs & Maintenance	0.00	150.00	150.00
5310 · Supplies	0.00	974.86	974.86
5320 · Wages	0.00	1,500.20	1,500.20
<b>Total Water Trans &amp; Distribution</b>	<b>0.00</b>	<b>2,625.06</b>	<b>2,625.06</b>
<b>Sewer Treatment</b>			
5400 · Lab Tests	3,011.00	0.00	3,011.00
5405 · Repairs & Maintenance	2,990.00	0.00	2,990.00
5410 · Supplies-sewer treatment	189.00	0.00	189.00
5420 · Wages	6,671.88	0.00	6,671.88
5440 · Truck Expenses	63.59	0.00	63.59
<b>Total Sewer Treatment</b>	<b>12,925.47</b>	<b>0.00</b>	<b>12,925.47</b>

Redway Community Services District  
**Profit & Loss**  
 February 2026

	Sewer	Water	TOTAL
<b>Sewer Collection</b>			
5505 · Repairs & Maintenance	150.00	0.00	150.00
5510 · Supplies	959.09	0.00	959.09
5520 · Wages	3,412.53	0.00	3,412.53
5530 · Tools & Equipment	170.30	0.00	170.30
<b>Total Sewer Collection</b>	4,691.92	0.00	4,691.92
<b>Total Expense</b>	39,264.86	37,037.52	76,302.38
<b>Net Ordinary Income</b>	23,626.31	56,129.31	79,755.62
<b>Other Income/Expense</b>			
<b>Other Income</b>			
5900 · SEF Fees - Sewer	4,094.16	0.00	4,094.16
4400 · SRF Fees	0.00	6,497.04	6,497.04
<b>Total Other Income</b>	4,094.16	6,497.04	10,591.20
<b>Net Other Income</b>	4,094.16	6,497.04	10,591.20
<b>Net Income</b>	<b>27,720.47</b>	<b>62,626.35</b>	<b>90,346.82</b>

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Redway Community Services District

Checking Account Activity

As of February 28, 2026

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1006 - UMPQUA - 4992</b>							65,386.04
Liability Check	02/02/2026	E services	Employment Development Department-6...	699-0588-3		283.86	65,102.18
Check	02/02/2026	17477	Rogelio Martinez	WWTP Cert #3 on loan for the month of FEB 2026		1,500.00	63,602.18
Deposit	02/02/2026			ACH M	70.60		63,672.78
Deposit	02/02/2026			ACH M	624.20		64,296.98
Deposit	02/02/2026			ACH M	634.44		64,931.42
Bill Pmt -Check	02/02/2026	17478	Amazon	SMOKE, horizontal tank		466.54	64,464.88
Bill Pmt -Check	02/02/2026	17479	Anderson Lucas Sommerville & Borges	INV# 66500 Third Billing 2024-2025 fiscal		5,000.00	59,464.88
Bill Pmt -Check	02/02/2026	17480	Calpers	100000018183613- Health Care Premiums -FEB 2026		11,902.18	47,562.70
Bill Pmt -Check	02/02/2026	17481	colonial Life	E5494117 Invoice for JAN 1, 15, 29 2026		1,094.38	46,468.32
Bill Pmt -Check	02/02/2026	17482	David Katz	feb RENT 2026 3168 Redwood Drive		900.00	45,568.32
Bill Pmt -Check	02/02/2026	17483	Fire Risk Management Services	Extended Benefits Dental, Vision, Life FEB 2026		689.29	44,879.03
Bill Pmt -Check	02/02/2026	17484	Industrial Service & Supply Inc	INV# 037420 Accu Tab		6,650.33	38,228.70
Bill Pmt -Check	02/02/2026	17485	NTU Technologies	INV# 13451 Pro Pac 9800		2,124.00	36,104.70
Bill Pmt -Check	02/02/2026	17486	Pacific Gas & Electric	Water Plant & Lift Stfations- DEC billing		9,101.42	27,003.28
Bill Pmt -Check	02/02/2026	17487	SDRMA	Add 2013 silverado 1500		1,431.62	25,571.66
Bill Pmt -Check	02/02/2026	17488	Sunbelt Rentals	INV#177085084 skidsteer rental WWTP		2,826.07	22,745.59
Check	02/03/2026	17489	SWRCB-DWOCF	T2 Treatment certificate -HOLMES		60.00	22,685.59
Bill Pmt -Check	02/03/2026	17490	Amazon	truck envelopes, expanding hanging folders, tool bag		176.12	22,509.47
Bill Pmt -Check	02/03/2026	17491	Frontier	ALL- Field Land Lines- FEB		583.55	21,925.92
Bill Pmt -Check	02/03/2026	17492	Metron Farnier, LLC	INV#992418444 - 2- 1" meters		1,478.03	20,447.89
Bill Pmt -Check	02/03/2026	17493	Pace Supply	INV#0211047905		424.13	20,023.76
Bill Pmt -Check	02/03/2026	17494	quill	04-2896127		224.01	19,799.75
Bill Pmt -Check	02/03/2026	17495	Thomas & Associates	Invoice # 35071 gorman rupp parts - tax		65.35	19,734.40
Deposit	02/03/2026			ACH M	165.00		19,899.40
Deposit	02/03/2026			Deposit	4,926.19		24,825.59
Check	02/04/2026	17496	Moore, Eric S	Payroll Advance 02-04-2026		400.00	24,425.59
Deposit	02/04/2026			ACH M	650.77		25,076.36
Deposit	02/05/2026			ACH M	450.00		25,526.36
Deposit	02/05/2026			ACH F	300.00		25,826.36
Deposit	02/05/2026			Deposit	8,997.08		34,823.44
Deposit	02/06/2026			ACH F	1,000.00		35,823.44
Deposit	02/06/2026			ACH M	155.53		35,978.97
Deposit	02/06/2026			Deposit	4,366.26		40,345.23
Deposit	02/09/2026			ACH M	1,557.91		41,903.14
Deposit	02/09/2026			ACH F	500.00		42,403.14
Deposit	02/09/2026			ACH M	801.02		43,204.16
Bill Pmt -Check	02/09/2026	17497	Amazon			102.47	43,101.69
Bill Pmt -Check	02/09/2026	17498	Industrial Electric Arcata Inc.	IN55890 PEWWEE25-18-284T motor		2,323.92	40,777.77
Bill Pmt -Check	02/09/2026	17499	NTU Technologies	INV# 13469 Pro Pac 9800		2,124.00	38,653.77
Bill Pmt -Check	02/09/2026	17500	Pacific Gas & Electric	WastePlant,Evergreen B&LS, Office		5,985.12	32,668.65
Bill Pmt -Check	02/09/2026	17501	quill	47403245		34.63	32,634.02
Check	02/09/2026	17502	Michael McKaskle	RREDC - For FEB-2026B.M. Mileage Eureka January RREDCmee...		149.34	32,484.68
Liability Check	02/10/2026	E-pay	United States Treasury	94-1634964 QB Tracking # 1482370742		4,853.56	27,631.12
Liability Check	02/10/2026	EFT	Employment Development Department-7...	779-0041-3		438.09	27,193.03
Liability Check	02/10/2026	EFT	Employment Development Department-7...	779-0041-3		252.98	26,940.05
Liability Check	02/10/2026	17506	Variable Annuity Life Ins. Co.			2,074.45	24,865.60
Deposit	02/10/2026			ACH F	482.10		25,347.70
Deposit	02/10/2026			ACH M	325.00		25,672.70
Deposit	02/10/2026			Deposit	15,493.12		41,165.82
Deposit	02/10/2026			Deposit	727.42		41,893.24
Liability Check	02/11/2026		QuickBooks Payroll Service	Created by Payroll Service on 02/10/2026		8,170.09	33,723.15
Bill Pmt -Check	02/11/2026		Parkinson Building Materials	QuickBooks generated zero amount transaction for bill payment stub	0.00		33,723.15
Paycheck	02/12/2026	DD1498	Cherubini, Dru A	Direct Deposit	0.00		33,723.15
Paycheck	02/12/2026	DD1499	Cox, Cody R.	Direct Deposit	0.00		33,723.15
Paycheck	02/12/2026	17503	Esget, Douglas R			1,989.28	31,733.87

Redway Community Services District

Checking Account Activity

As of February 28, 2026

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Paycheck	02/12/2026	DD1500	Gradin, Glenn A	Direct Deposit	0.00		31,733.87
Paycheck	02/12/2026	DD1501	Holmes, Mir L	Direct Deposit	0.00		31,733.87
Paycheck	02/12/2026	17504	Lewis, Todd C			1,963.30	29,770.57
Paycheck	02/12/2026	17505	Moore, Eric S			1,209.37	28,561.20
Deposit	02/12/2026			ACH M	400.00		28,961.20
Deposit	02/12/2026			ACH F	352.64		29,313.84
Deposit	02/12/2026			Deposit	12,410.86		41,724.70
Deposit	02/13/2026			ACH M	2,478.58		44,203.28
Deposit	02/13/2026			ACH FR	300.00		44,503.28
Deposit	02/13/2026			Deposit	7,060.64		51,563.92
Deposit	02/17/2026			ach f	548.00		52,111.92
Bill Pmt -Check	02/18/2026	17507	Anderson Lucas Sommerville & Borges	INV# 66620 Billing 2024-2025 fiscal		1,500.00	50,611.92
Bill Pmt -Check	02/18/2026	17508	C & K	32585		75.67	50,536.25
Bill Pmt -Check	02/18/2026	17509	CWEA	CWEA CSM cert renewal C Cox		114.00	50,422.25
Bill Pmt -Check	02/18/2026	17510	G.R. Wilcox Enterprises, Inc	INV# 0988 3 loads of road base		1,500.00	48,922.25
Bill Pmt -Check	02/18/2026	17511	Humboldt Area Chapter CSDA	Dues Invoice for the year 2026		50.00	48,872.25
Bill Pmt -Check	02/18/2026	17512	Immense Impact LLC	RWI Annual Payment 2026		635.00	48,237.25
Bill Pmt -Check	02/18/2026	17513	Jamie Corsetti, CPA	INV#14388		2,023.44	46,213.81
Bill Pmt -Check	02/18/2026	17514	Just Rent It	JAN INV#202534 MIXER		21.75	46,192.06
Bill Pmt -Check	02/18/2026	17515	Metron Farnier, LLC	INV#992418945 32 meter maint.		320.00	45,872.06
Bill Pmt -Check	02/18/2026	17516	Mission Linen	Customer # 322538 door mat 1/07/26, 01/21/26		34.88	45,837.18
Bill Pmt -Check	02/18/2026	17517	Napa Auto Parts	Multiple INV#s		480.31	45,356.87
Bill Pmt -Check	02/18/2026	17518	Recology Eel River	Debris .17 TON #300772		35.53	45,321.34
Bill Pmt -Check	02/18/2026	17519	Recology Humboldt County	INV#35384387- Office		36.99	45,284.35
Bill Pmt -Check	02/18/2026	17520	six rivers portable toilets	INV#221615 JAN 2026		65.25	45,219.10
Bill Pmt -Check	02/18/2026	17521	Umpqua Bank	JANUARY Billing		1,513.39	43,705.71
Bill Pmt -Check	02/18/2026	17522	Valley Pacific	195225 January 2026		1,186.02	42,519.69
Bill Pmt -Check	02/18/2026	17523	Verizon	CELL PHONE month billing - JAN 5~FEB 4		209.92	42,309.77
Bill Pmt -Check	02/18/2026	17524	Verizon One Talk	DESK PHONE month billing JAN 8~FEB 7		106.79	42,202.98
Bill Pmt -Check	02/18/2026	17525	Wyckoff's-Fortuna	Customer #2-7001 01-31-2026 statement		9.78	42,193.20
Check	02/18/2026	17526	Dian Griffith	Chair REGULAR Board Meeting FEB 18, 2026		125.00	42,068.20
Check	02/18/2026	17527	Michael McKaskle	REGULAR Board Meeting FEB 18, 2026		100.00	41,968.20
Check	02/18/2026	17528	Marie Etherton	VOID: REGULAR Board Meeting FEB 18, 2026	0.00		41,968.20
Check	02/18/2026	17529	Tammy Willison	REGULAR Board Meeting FEB 18, 2026		75.00	41,893.20
Deposit	02/19/2026			ACH M	1,842.47		43,735.67
Deposit	02/19/2026			Deposit	13,673.66		57,409.33
General Journal	02/19/2026	TRANSFERR		transfer to jet/vac account 02-18-2026		4,000.00	53,409.33
Deposit	02/20/2026			ACH M	1,139.15		54,548.48
Deposit	02/20/2026			ACH F	519.50		55,067.98
Deposit	02/20/2026			Deposit	4,432.46		59,500.44
Deposit	02/23/2026			ACH M	1,239.36		60,739.80
Deposit	02/23/2026			ACH F	1,389.54		62,129.34
Deposit	02/23/2026			ACH M	605.10		62,734.44
Bill Pmt -Check	02/23/2026	17530	Advanced Security Systems	INV# 769073 service 03/01-05/31/2026		142.50	62,591.94
Bill Pmt -Check	02/23/2026	17531	Copiers Plus			1,107.15	61,484.79
Bill Pmt -Check	02/23/2026	17532	Hach	ORD# 321671644		2,840.67	58,644.12
Bill Pmt -Check	02/23/2026	17533	Industrial Service & Supply Inc	INV# 037420 Accu Tab		6,650.33	51,993.79
Bill Pmt -Check	02/23/2026	17534	Kevin Tupes Fabrication	INV to 2/03/2026 WWTP		2,990.00	49,003.79
Bill Pmt -Check	02/23/2026	17535	Thomas R Bess Inc.	11.50 tons cold patch		1,918.19	47,085.60
Check	02/23/2026	17536	SEF Sewer	Acct# 2556000-800940		4,114.00	42,971.60
Check	02/23/2026	17537	SRF Water Project Loan Fund #2546	For Deposit to fund #2546		6,524.00	36,447.60
Bill Pmt -Check	02/23/2026	17538	Dazey's/Stephen's	JAN 2026 Billing		179.84	36,267.76
Bill Pmt -Check	02/23/2026	17539	Microbac	Statement thru 1-31-2026		3,321.00	32,946.76
Bill Pmt -Check	02/23/2026	17540	Parkinson Building Materials	ACCOUNT# 4860		1,294.03	31,652.73
Bill Pmt -Check	02/23/2026	17541	quill	47760417 paper		102.20	31,550.53
Bill Pmt -Check	02/23/2026	17542	True Value	1451		152.97	31,397.56

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Accrual Basis

Redway Community Services District

Checking Account Activity

As of February 28, 2026

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Deposit	02/24/2026			ACH F	822.59		32,220.15
Deposit	02/24/2026			Deposit	6,188.10		38,408.25
Deposit	02/24/2026			Deposit	1,311.49		39,719.74
Liability Check	02/25/2026		QuickBooks Payroll Service	Created by Payroll Service on 02/24/2026		9,959.90	29,759.84
Deposit	02/25/2026			ACH M	250.00		30,009.84
Deposit	02/25/2026			ACH M	926.20		30,936.04
Deposit	02/25/2026			ACH F	625.71		31,561.75
Paycheck	02/26/2026	DD1502	Cherubini, Dru A	Direct Deposit	0.00		31,561.75
Paycheck	02/26/2026	DD1503	Cox, Cody R.	Direct Deposit	0.00		31,561.75
Paycheck	02/26/2026	17543	Esget, Douglas R			2,347.97	29,213.78
Paycheck	02/26/2026	DD1504	Gradin, Glenn A	Direct Deposit	0.00		29,213.78
Paycheck	02/26/2026	DD1505	Holmes, Mir L	Direct Deposit	0.00		29,213.78
Paycheck	02/26/2026	DD1506	Lewis, Todd C	Direct Deposit	0.00		29,213.78
Paycheck	02/26/2026	17544	Moore, Eric S			2,156.80	27,056.98
Deposit	02/26/2026			ACH M	236.81		27,293.79
Deposit	02/26/2026			ACH F	174.55		27,468.34
Deposit	02/26/2026			JET/VAC	100.00		27,568.34
Deposit	02/26/2026			DWR INV#8	153,644.13		181,212.47
Deposit	02/26/2026			Deposit	771.48		181,983.95
Deposit	02/26/2026			Deposit	10,566.27		192,550.22
Bill Pmt -Check	02/26/2026	17545	GHD Inc			14,594.13	177,956.09
Bill Pmt -Check	02/26/2026	17546	Mercer-Fraser	Progress payment REWSP #2 TO MERCER FRASER		139,050.00	38,906.09
Bill Pmt -Check	02/26/2026	17547	Amazon	multiple INV#		486.48	38,419.61
Bill Pmt -Check	02/26/2026	17548	Mission Linen	Customer # 322538 door mat 02/04/26, 02/18/26		34.88	38,384.73
Bill Pmt -Check	02/26/2026	17549	underground service alert	2026 membership		300.00	38,084.73
Liability Check	02/27/2026	E-pay	United States Treasury	94-1634964 QB Tracking # 1912252742		5,167.22	32,917.51
Liability Check	02/27/2026	EFT	Employment Development Department-7...	779-0041-3		466.59	32,450.92
Liability Check	02/27/2026	EFT	Employment Development Department-7...	779-0041-3		265.86	32,185.06
Deposit	02/27/2026			ACH F	2,827.59		35,012.65
Deposit	02/27/2026			ACH M	2,527.29		37,539.94
Deposit	02/27/2026			Deposit	5,619.24		43,159.18
Liability Check	02/28/2026	17550	Variable Annuity Life Ins. Co.			2,245.11	40,914.07
Bill Pmt -Check	02/28/2026	17551	Calpers	100000018213996- Health Care Premiums -MAR 2026		11,873.12	29,040.95
Bill Pmt -Check	02/28/2026	17552	colonial Life	E5494117 Invoice for FEB 12, 26 2026		697.58	28,343.37
Bill Pmt -Check	02/28/2026	17553	Fire Risk Management Services	Extended Benefits Dental, Vision, Life MAR 2026		689.29	27,654.08
Total 1006 - UMPQUA - 4992					277,210.05	314,942.01	27,654.08
<b>TOTAL</b>					<b>277,210.05</b>	<b>314,942.01</b>	<b>27,654.08</b>

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**Redway Community Services District**  
**Payments from Customers**  
 As of February 28, 2026

Type	Date	Memo	Amount
<b>1300 - Accounts Receivable</b>			
Deposit	02/02/2026	ACH M	-70.60
Deposit	02/02/2026	ACH M	-624.20
Deposit	02/02/2026	ACH M	-634.44
Deposit	02/03/2026	ACH M	-165.00
Deposit	02/03/2026	Deposit	-4,926.19
Deposit	02/04/2026	ACH M	-650.77
Deposit	02/05/2026	ACH M	-450.00
Deposit	02/05/2026	ACH F	-300.00
Deposit	02/05/2026	Deposit	-8,997.08
Deposit	02/06/2026	ACH F	-1,000.00
Deposit	02/06/2026	ACH M	-155.53
Deposit	02/06/2026	Deposit	-4,366.26
Deposit	02/09/2026	ACH M	-1,557.91
Deposit	02/09/2026	ACH F	-500.00
Deposit	02/09/2026	ACH M	-801.02
Deposit	02/10/2026	ACH F	-482.10
Deposit	02/10/2026	ACH M	-325.00
Deposit	02/10/2026	Deposit	-15,493.12
Deposit	02/10/2026	Deposit	-727.42
Deposit	02/12/2026	ACH M	-400.00
Deposit	02/12/2026	ACH F	-352.64
Deposit	02/12/2026	Deposit	-12,410.86
Deposit	02/13/2026	ACH M	-2,478.58
Deposit	02/13/2026	ACH F	-300.00
Deposit	02/13/2026	Deposit	-7,060.64
Deposit	02/17/2026	ach f	-548.00
Deposit	02/19/2026	ACH M	-1,842.47
Deposit	02/19/2026	Deposit	-13,673.66
Deposit	02/20/2026	ACH M	-1,139.15
Deposit	02/20/2026	ACH F	-519.50
Deposit	02/20/2026	Deposit	-4,432.46
Deposit	02/23/2026	ACH M	-1,239.36
Deposit	02/23/2026	ACH F	-1,389.54
Deposit	02/23/2026	ACH M	-605.10
Deposit	02/24/2026	ACH F	-822.59
Deposit	02/24/2026	Deposit	-6,188.10
Deposit	02/24/2026	Deposit	-1,311.49
Deposit	02/25/2026	ACH M	-250.00
Deposit	02/25/2026	ACH M	-926.20
Deposit	02/25/2026	ACH F	-625.71
Deposit	02/26/2026	ACH M	-236.81
Deposit	02/26/2026	ACH F	-174.55
Deposit	02/26/2026	Deposit	-771.48
Deposit	02/26/2026	Deposit	-10,566.27
Deposit	02/27/2026	ACH F	-2,827.59
Deposit	02/27/2026	ACH M	-2,527.29
Deposit	02/27/2026	Deposit	-5,619.24
Total 1300 - Accounts Receivable			-123,465.92
<b>TOTAL</b>			<b>-123,465.92</b>

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11:24 AM

03/04/26

**Redway Community Services District**

**A/P Aging Summary**

As of February 28, 2026

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
<b>GHD Inc</b>	0.00	0.00	0.00	0.00	95,506.95	95,506.95
<b>Parkinson Building Materials</b>	0.00	0.00	0.00	-100.00	0.00	-100.00
<b>SWRCB</b>	0.00	0.00	0.00	0.00	850.00	850.00
<b>TOTAL</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-100.00</u>	<u>96,356.95</u>	<u>96,256.95</u>

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## Past Due List Status

<b>Past Due Status as of 02-28-2026</b>		<b>amount</b>
Number of accounts on the past due list		(73+45)=118
The Average Bill		\$739.36
The Median Bill		\$497.28
Low Balance at 90 days		\$2.49
High Balance at 90 days		\$3,363.91
Current balance Past Due List(30,60,90)		\$87,244.54
Current Balance of at 90 days		\$30,162.91
Addresses currently off		22
<b>Past Due Status as of 1-31-2026</b>		<b>amount</b>
Number of accounts on the past due list		75
The Average Bill		\$437.87
The Median Bill		\$857.45
Low Balance at 90 days		\$6.69
High Balance at 90 days		\$3,357.91
Current balance Past Due List(30,60,90)		\$87,102.90
Current Balance of at 90 days		\$32,840.03
Addresses currently off		20

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To: RCSD Board of Directors

Office Manager's Memo  
2026

March 18<sup>th</sup>,

**Online Payment processing.** For the month of February, we had **102** transactions total value of **\$26,604.42** and **39** were ACH Payments. In January, we had **109** transactions totaling **\$24,622.06** and **37** were ACH payments. The new billing software allows the customers to view their bill just as they would when it arrives in the PO Box. There they can arrange an ACH transaction for \$1.95 or proceed with a credit card payment of \$2.95 or 3.5% whichever is higher. When a customer offers to pay their bill with a credit card, we let them know that there is a less expensive way to pay if the card they want to use is associated with a checking or savings account, business or personal account.

**Little League and Youth Soccer fields.** I have an email off to our legal counsel to verify that we can use dormancy as a discount for a restricted program and how to administer it. The discount is only applicable to non-profit organizations utilizing this field only (A/P number). We cannot start creating situations where there are months with no charges for other customers, if we do then we will have to go through another rate study to accommodate the revenue stream change, a shortage. No Update as of 03/04/2026. We sent our legal counsel **a copy of the draft (attached to packet)** for their opinion on allowing an A/P# associated with a nonprofit sporting league to go dormant (no charges) for several months a year. No response since sending to counsel and copied GM on 02/20/2026

**Customer CARE Program.** I have an email off to our legal counsel to verify that we can use tax money for a restricted program and how to administer it. No Update as of 03/04/2026. We sent our legal counsel **a copy of the draft (attached to packet)** for their opinion. No response since sending to counsel and copied GM on 02/20/2026

**Temporary Employees.** After talking with Cody, we would like to use temporary employees during the summertime. We have a draft of the policy out to our counsel No Update as of 03/04/2026. We sent our legal counsel **a copy of the draft (attached to packet)** for their opinion. No response since sending to counsel and copied GM on 02/20/2026

**Water Ordinance Appendix B.** We have been instructed to begin revisions, no update as of 03/04/2026.

**Profit to Loss.** Fiscal 2025/2026. July 1<sup>st</sup> to February 28<sup>th</sup>, is **66%** of the Fiscal year. Income was **\$1,043,925** which is **60%** of operational funding of **\$1,732,453**. Expenses through February 28<sup>th</sup> totaled **\$1,035,447** which is **67%** of the projected approved expenses of **\$1,537,410** for the 2025/2026 fiscal year.

**Billing and Allocations.** Our past due for the month of February amounted to **\$81,475.99**. January was **\$87,102.90**. December was **\$77,357.95**. It appears that the past due fluctuates around **\$10,000** up or down every month. The highest in February 2024 was **\$141,986.14** from **\$37,000** in March 2020.

**Audit 2024/2025. Attached is the revised Final draft.** Our CPA found a couple of mistakes. Our auditor corrected them. Cost of audit 2024/2025 was \$19,000.00.

**Savings Accounts with County.** All accounts are reconciled to December 31<sup>st</sup>, 2025. WSLF and SEF Sewer are caught up with deposits up to November 30<sup>th</sup>. Money billed in the first month. They are collected in month two and they are disbursed into the savings accounts in month three.

**AP Aging.** On the AP Aging report GHD has dominated it over (\$100,000.00). The WWTP Planning Grant is the culprit here. We are as current as we can be for the REWSP. But We need GHD to process reimbursements for the Planning Grant.

**New Connections.** Nothing new to report. **We are waiting for the fee to be paid (in trade)** for the new meadows water account.

**Update for REWSP.** We are always waiting for an invoice to sign and get back to GHD so they can get it to the state for reimbursement, which takes about seven weeks. A deposit of **\$180,000.00** was made on 01/29/2026. After the construction is complete, we will wait for thirty days before submitting the last payment. We need to be sure that the subcontractors have been paid and there are no outstanding invoices or disputes.

**USAN.** I am checking in and handling the USAN requests. I print them out get them to our staff. They mark the location, if they can, and get me the paperwork afterwards. Then I submit the findings to USAN and we are done! The state takes these responsibilities seriously and will fine organizations for failure to respond to request tickets properly, in a specific and timely fashion.

**Personnel Policy.** We are currently through the second section of the policy. The first twenty pages were mostly boiler plate stuff. Some new stuff will be added to the next section like the temporary employment policy (if approved), clear verbiage on employee advancements and other items. We will keep you posted and provide time for board approval when the full personnel policy is presented.

**Tax Roll.** We will start the process in March to ensure timely completion and avoid last-minute rush. Granted I am the only one that feels the stress of it all, but it is there.

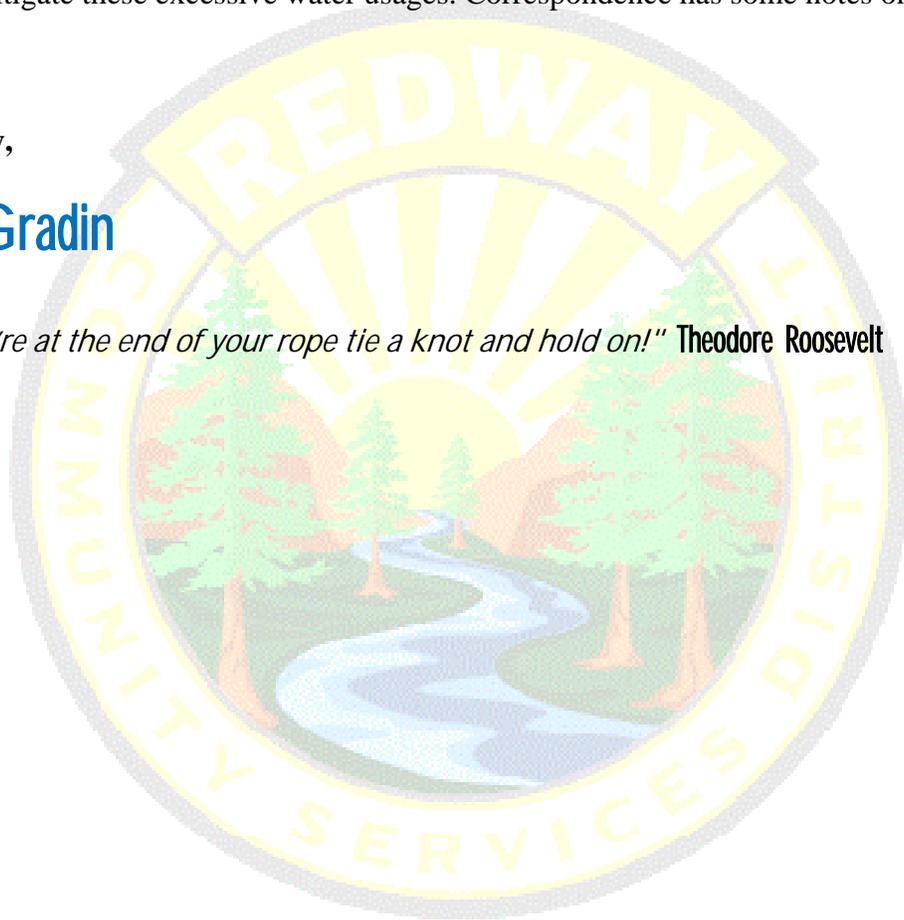
**Strategic Plan.** There was interest in the Strategic Plan that we produced in 2018, so I attached a copy of it to Correspondence.

**High Usage Properties.** Trailer parks seem to be the hardest to get a handle on their leaks. Mostly due to the vast areas that the pipes reside in, or just the quantity of them seems to be daunting for the owners or the managers. Each of these “parks” are using on average 3,000ft<sup>3</sup> more water each month than they used as reported in UBMax (2022-2024). Regardless of the average they are considered high users in respect to the structure of the properties. Those on electronic meters show constant use whether it is a leak or toilet. The office staff is in need of help. These owners really need to get a handle on the excessive uses, **now**. I anticipate drought like conditions for the foreseeable future, (trends). Our ordinance and conservation measures are not making enough of a difference for these properties. I wonder if there are resources (grants or low-cost loans) for the owners to mitigate these excessive water usages. Correspondence has some notes on this item

Respectfully,

**Glenn Gradin**

*"When you're at the end of your rope tie a knot and hold on!"* Theodore Roosevelt



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## General Manager's Report

March 20, 2026

To: The Redway Community Services District Board of Directors

From: Cody Cox, General Manager / Operations Manager

The Department of Water Resources (DWR) grant remains on task. The grant sign has officially been placed, marking progress on the project. The June 30th deadline remains a firm deadline and will not change. Staff continue to work toward meeting all requirements within that timeframe. On 3/19/26 the office was informed of an issue that Sanoma Reinforcement a subcontractor that Mercer Frasier had hired for the re-bar work, has not been paid and there is threat of a project hold being entertained, I have not heard officially from Mercer Fraiser Steven and I both are awaiting official response.

The letter to the school regarding well drilling has been sent. At this time, no response has been received. Any communication or follow-up from the school will be reported to the Board. As the Board is aware we will be

There has been no response from Zack or Barry at the Regional office regarding any Division of Financial Assistance (DFA) or State Water Resources Control Board interagency agreement. When additional information becomes available, the Board will be informed immediately. Next time we speak we will be adding the ADA Bathroom issue at the plant to the potential Grant work at the Water Treatment Facility.

Capital Improvement Projects are moving forward again. When staff is not actively investigating inflow and infiltration (I&I), we are locating isolation valves and advancing the hydrant replacement program. Right now, we are currently working on one project that involves both of these C.I. projects. When we replace a hydrant, we are adding at least two valves there, one for the main and one for the Hydrant isolation two birds one stone.



The next hydrant replacements are scheduled for Empire Avenue across from Parkinson's, followed by the senior center's fire hydrant. These locations are being addressed based on operational need and system planning priorities.

In situations where proper isolation cannot be identified for hydrant placement or replacement, staff will install isolation valves prior to replacing the hydrant where needed... This improves long-term system reliability and reduces future service impacts.

I am pleased to report that I have passed my CA Grade 3 Wastewater Operator Certification which is what is required for our Extended aeration Activated Sludge Plant here in Redway. I Have filled out the Certification Application which moves me through another review, and then I will have the License to Operate the Plant as the district CPO, "Chief Plant Operator".

Once that is on the wall, we can relieve the Contract CPO that we have been paying at 1500.00\$. each month.

I am making this into more of a MEMO style I think it is easier to follow please let me know what you all think here.

Cody Cox

General Manager / Operations Manager

## **ARTICLE XX – SENIOR SOCIAL SECURITY CUSTOMER ASSISTANCE PROGRAM**

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### **Sec. XX.1 Purpose**

The purpose of this Article is to establish a Customer Assistance Program for eligible customers of the Redway Community Services District who receive Social Security benefits and who are living on a fixed income. The Board of Directors recognizes that increases in the cost of living are not always reflected in fixed retirement or disability income and desires to provide limited monthly financial relief to qualifying customers.

This program is adopted pursuant to the District's authority to expend unrestricted general tax revenues for public purposes.

### **Sec. XX.2 Program Funding**

- A.** The monthly credit provided under this Article shall be funded exclusively from unrestricted general property tax revenues received by the District.
- B.** The adoption of this program shall not alter or amend the water rates established pursuant to Water Ordinance No. 7.
- C.** The credit authorized under this Article is intended as a public assistance expenditure of the District and shall not be construed as a reduction in the lawful rate for water service.

### **Sec. XX.3 Eligibility Requirements**

To qualify for assistance under this Article, a customer shall meet the following requirements:

- A.** The applicant shall be the account holder of record for a residential water service account within the District.
- B.** The applicant shall provide proof that he or she is currently receiving Social Security retirement, Social Security Disability Insurance (SSDI), Supplemental Security Income (SSI), or Social Security survivor benefits.
- C.** Only one qualified credit shall be permitted per residential service account.

Eligibility shall be reviewed annually.

### **Sec. XX.4 Verification of Eligibility**

- A.** The District shall require documentation demonstrating that the applicant is currently receiving Social Security benefits.
- B.** Acceptable documentation shall be limited to one of the following:

1. A current Social Security Benefits Award Letter, redacted to remove all information except the applicant's name and confirmation of benefit eligibility; or
2. An official Social Security Administration (SSA) Benefits Verification Letter confirming current receipt of benefits.

**C.** The District shall not collect or retain Social Security numbers.

**D.** All documentation submitted shall be treated as confidential and shall be used solely for the purpose of determining eligibility under this Article.

**E.** Eligibility shall be re-certified annually, and updated documentation shall be required at the time of renewal.

#### **Sec. XX.5 Assistance Amount**

**A.** Qualified customers shall receive a credit in the amount of Fifteen Dollars (\$15.00) per month.

**B.** The credit shall be applied directly to the customer's monthly water service bill.

**C.** The credit shall not exceed the total amount of the monthly bill and shall not result in a cash refund.

#### **Sec. XX.6 Administration**

**A.** Participation in the program shall be voluntary and shall require submission of an application approved by the District.

**B.** The District reserves the right to audit or verify eligibility at any time.

**C.** Providing false information shall result in termination of participation and may require repayment of improperly received credits.

**D.** The Board of Directors may amend, suspend, or terminate this program by resolution.

#### **Sec. XX.7 Annual Review**

The Board of Directors shall review program participation and fiscal impact annually as part of the budget process.

**ARTICLE XX – NONPROFIT ATHLETIC FIELD IRRIGATION  
SEASONAL BILLING ADJUSTMENT**

**Sec. XX.1 Purpose**

The purpose of this policy is to recognize the community benefit provided by nonprofit youth athletic organizations and to align irrigation billing with actual seasonal field use. This policy establishes a seasonal billing adjustment for qualifying nonprofit organizations whose sole water use is irrigation of athletic playing fields.

This policy is adopted pursuant to the authority of the Board of Directors to set rates, fees, and charges by resolution and to provide relief under special circumstances consistent with Water Ordinance No. 7.

**Sec. XX.2 Eligibility Requirements**

To qualify for seasonal billing adjustment under this Article, an applicant shall meet all of the following requirements:

- A.** The applicant shall be a nonprofit organization recognized under Section 501(c)(3) of the Internal Revenue Code.
- B.** Water service shall be used solely for irrigation of athletic playing fields primarily used for youth athletic activities.
- C.** The field shall not be leased or used for commercial or for-profit events.
- D.** The account shall be served by a dedicated irrigation-only meter or account as determined by the District.
- E.** The organization shall submit an annual written application and seasonal field use schedule to the District.

Eligibility shall be reviewed and renewed annually.

**Sec. XX.3 Billing Structure**

**A. Active Use Months**

During months in which the field is in active use, the account shall be billed at the applicable Nonprofit Irrigation Rate **(Commercial A)** and all associated volumetric charges in effect at that time.

**B. Certified Non-Use Months**

During months certified as non-use months:

1. No monthly service charge, volumetric charge, or irrigation rate shall be billed.
2. The account shall remain active on District records but shall reflect no billing during the certified non-use period.

3. Any measurable water consumption during a certified non-use month shall result in billing at the applicable active-use rate for that month and may void eligibility for the remainder of the calendar year.

Nothing herein shall relieve the customer of responsibility for compliance with all other applicable provisions of Water Ordinance No. 7.

#### **Sec. XX.4 Certification and Verification**

- A.** The organization shall submit, prior to the beginning of each calendar year or athletic season, a written schedule identifying anticipated active use and non-use months.
- B.** Non-use months shall be certified in writing by an authorized representative of the organization.
- C.** The District reserves the right to verify non-use through meter readings and account review.
- D.** Any measurable water consumption during certified non-use months may result in billing at the applicable active-use rate and may void eligibility for the remainder of the year.

#### **Sec. XX.5 Administration**

- A.** The District may require documentation reasonably necessary to confirm eligibility.
- B.** Failure to comply with application, certification, or verification requirements may result in termination of eligibility under this Article.
- C.** The Board of Directors reserves the right to amend, suspend, or repeal this policy by resolution.

#### **Sec. XX.6 Future Ordinance Revision**

This Article is adopted as an interim policy and may be incorporated into a future formal revision of Water Ordinance No. 7 at the discretion of the Board of Directors.



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

**RESOLUTION NO. 2025-2026-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE REDWAY COMMUNITY SERVICES DISTRICT**

**ADOPTING THE HUMBOLDT COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE (2025)**

WHEREAS, the Disaster Mitigation Act of 2000 requires local governments to adopt a Hazard Mitigation Plan to be eligible for certain federal disaster assistance and hazard mitigation funding; and

WHEREAS, Humboldt County has prepared a Multi-jurisdictional Hazard Mitigation Plan Update (2025) in coordination with participating jurisdictions, including the Redway Community Services District; and

WHEREAS, Redway Community Services District participated in the planning process and provided input to the development of the jurisdictional annex; and

WHEREAS, the plan identifies hazards, vulnerabilities, and mitigation actions specific to Redway Community Services District;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Redway Community Services District hereby adopts the Humboldt County Multi-jurisdictional Hazard Mitigation Plan Update (2025); and

BE IT FURTHER RESOLVED that the District is authorized to pursue funding opportunities and implement mitigation strategies identified in the plan as appropriate and feasible.

PASSED AND ADOPTED by the Board of Directors of Redway Community Services District,  
On this 18<sup>th</sup> day of March, 2026, by the following vote.

AYES: (4 )

Arthur M<sup>c</sup>Clure  
Dian Griffith  
Marie Etherton  
Michael McKaskle

---

Arthur M<sup>c</sup>Clure, Chairman of the Board

NAYS (0)

ABSENT (1)

Tammy Willison

CERTIFICATION

I, Nancy D. Jurrens, duly appointed and Secretary to the Board of the Redway Community  
Services District, do hereby certify that the above is a true and correct copy of a  
Resolution passed and approved by the Board of Directors of the Redway Community  
Governing Body Public Entity  
Services District on the 18<sup>th</sup> day of March, 2026.

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Nancy Jurrens, Secretary to the Board

March 18, 2026  
DATE



Date: March 11, 2026  
 To: Presiding Officers of Independent Special Districts  
 c/o District Clerks and General Managers  
 From: Colette Santsche, LAFCo Executive Officer  
**Subject: Call for Nominations for Special District Members to Serve on Humboldt LAFCo**

The terms of office for one (1) Regular Special District Member and one (1) Alternate Special District Member on the Humboldt Local Agency Formation Commission (LAFCo) are scheduled to expire on June 30, 2026. Commissioner terms are four years and end on June 30. There are no term limits.

Pursuant to Government Code Section 56332, the Independent Special District Selection Committee serves as the appointing authority for the LAFCo special district representatives. The upcoming term of office for the seats subject to election will run from July 1, 2026 to June 30, 2030.

**Current Special District Members**

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Heidi Benzonelli, Humboldt Community Services District	2024 - 2028
Regular Member	Troy Nicolini, Peninsula Community Services District	2022 - 2026
Alternate Member	David Couch, McKinleyville Community Services District	2022 - 2026

**Selection Process**

Government Code Section 56332 establishes the process for selecting special district representatives to serve on LAFCo. The statute provides for a meeting of the Independent Special District Selection Committee, comprised of representatives from each independent special district in Humboldt County, unless the Executive Officer determines that such a meeting is not feasible.

Based on the provisions of Government Code Section 56332, it has been determined that convening a meeting of the Independent Special District Selection Committee is not feasible due to the likelihood that a quorum would not be achieved. Accordingly, both the nomination process and the election will be conducted by mail ballot pursuant to Government Code Section 56332(f).

You are therefore invited to submit nominations for the Regular Member and Alternate Member special district seats. The presiding officer (Board Chair/President) of each independent special district may nominate any director currently serving on the governing board of an independent special district within Humboldt County. Formal board action to nominate a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm nominations through action of their governing board.

**About Humboldt LAFCo**

The Commission is composed of seven regular members and four alternates representing the county, cities, independent special districts, and the public. Regular Commission meetings are generally held on the third Wednesday of odd-numbered months at 9:00 a.m. in the City of Eureka Council Chamber, 531 K Street, Eureka. Commissioners receive a \$20 stipend per meeting and are reimbursed for mileage. Additional information about Humboldt LAFCo is available at: [www.humboldtlaaco.org](http://www.humboldtlaaco.org). If you have questions, please contact LAFCo staff at (707) 445-7508 or [colette@humboldtlaaco.org](mailto:colette@humboldtlaaco.org).

**Nomination Guidelines and Requirements**

A schedule is enclosed together with a list of the 49 independent special districts in Humboldt County eligible to participate. If your district wishes to nominate a board member for the Regular Member and/or Alternate Member seat, the following procedures apply:

1. Each district may nominate one person for the Regular Member seat and/or one person for the Alternate Member seat. Additional nomination forms may be found on the Humboldt LAFCo website under "Special District Vacancies". Nominees must be members of a district governing board, not district staff. A nominee may run for both the Regular Member and Alternate Member seats. If a nominee receives the highest number of votes for both seats, the nominee shall be seated as the Regular Member, and the candidate receiving the next highest number of votes for the Alternate Member seat shall be seated as Alternate Member.
2. All nominations must include a completed Nomination Form (enclosed) and be signed by the district's presiding officer or the presiding officer's alternate as designated by the governing body. If an alternate has been designated by the governing body pursuant to Government Code Section 56332(f), documentation of the designation (e.g., meeting minutes or minute order) may be included.
3. A Candidate Information Form (enclosed) or Letter of Interest may be submitted with the nomination. This is voluntary and will be kept on file at the LAFCo office and made available upon request. It will not be distributed with the ballots.
4. All nomination materials must be submitted to: Humboldt LAFCo, 670 9<sup>th</sup> Street, Suite 202, Arcata, CA 95521, or emailed to the Executive Officer at: [colette@humboldtlaico.org](mailto:colette@humboldtlaico.org).  
The deadline for submitting nominations is 5:00 p.m., Friday, May 1, 2026. Nominations received after this deadline will not be considered.
5. Upon receipt of nominations, LAFCo will prepare and distribute ballots to each district. Ballots will include voting instructions, the return deadline, and information regarding the announcement of election results.

**Election Schedule**

LAFCo call for nominations letter emailed & mailed	Wednesday, March 11, 2026
<b>Nominations due to LAFCo</b>	<b>By 5:00 p.m., Friday, May 1, 2026</b>
Ballots mailed from LAFCo via certified mail	No later than Friday, May 8, 2026
Election Day – Ballots due to LAFCo	By 5:00 p.m., Friday, June 26, 2026
Election results mailed from LAFCo	No later than Friday, July 3, 2026

**Independent Special Districts**

Big Lagoon CSD	Arcata FPD	Alderpoint County WD
Briceland CSD	Blue Lake FPD	Hydesville County WD
Carlotta CSD	Briceland FPD	Jacoby Creek County WD
Fieldbrook-Glendale CSD	Bridgeville FPD	Humboldt Bay Municipal WD
Humboldt CSD	Ferndale FPD	Garberville Sanitary District
Loleta CSD	Fruitland Ridge FPD	Resort Improvement District No. 1
Manila CSD	Garberville FPD	
McKinleyville CSD	Humboldt No. 1 FPD	Humboldt Bay Harbor, Recreation & Conservation District
Miranda CSD	Kneeland FPD	Humboldt County Resource Conservation District
Orick CSD	Myers Flat FPD	North Humboldt Recreation & Park District
Orleans CSD	Petrolia FPD	Southern Humboldt Community Healthcare District
Palmer Creek CSD	Redway FPD	Fortuna Cemetery District
Patrick Creek CSD	Rio Dell FPD	Petrolia Cemetery District
Peninsula CSD	Salmon Creek FPD	
Phillipsville CSD	Telegraph Ridge FPD	
Redway CSD	Willow Creek FPD	
Riverside CSD		
Scotia CSD		
Weott CSD		
Westhaven CSD		
Willow Creek CSD		



**Independent Special District Selection Committee  
Nomination Form 2026**

Please use this form to nominate one person for the Regular Member seat and/or one person for the Alternate Member seat. Additional nomination forms may be found on the LAFCo website under "Special District Vacancies". Nominees must be members of a district governing board, not district staff. A nominee may run for both the Regular Member and Alternate Member seats.

**NOMINEE INFORMATION**

Name of Nominee: \_\_\_\_\_

Position of Nominee (e.g., Director, Board President): \_\_\_\_\_

Nominee's District: \_\_\_\_\_

Seat Designation: (select one or more)

Regular Voting Member: Term June 2026 – June 2030

Alternate Member: Term June 2026 – June 2030

**NOMINATING DISTRICT AUTHORIZATION**

Name of Nominating District: \_\_\_\_\_

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

District Phone Number: \_\_\_\_\_

Printed Name of Presiding Officer: \_\_\_\_\_

Signature of Presiding Officer: \_\_\_\_\_

*(Signature Required) <sup>1</sup>*

**ATTACHMENTS (Optional)**

- Meeting Minutes
- Candidate Information Form or Letter of Interest

**SUBMISSION:** Nominations must be received no later than Friday, May 1, 2026, at 5:00 P.M.

Please send completed nomination form(s) and any supplemental nomination materials to Humboldt LAFCo, 670 9th Street, Suite 202, Arcata, CA 95521, or email to the Executive Officer [colette@humboldtlaaco.org](mailto:colette@humboldtlaaco.org).

<sup>1</sup> All nominations must be signed by the district's presiding officer or the presiding officer's alternate as designated by the governing body. If an alternate has been designated by the governing body pursuant to Government Code Section 56332(f), documentation of the designation (e.g., meeting minutes or minute order) may be included.





**Independent Special District Selection Committee  
Candidate Information Form 2026**

Providing this form or a letter of interest and qualifications is voluntary. It will be kept on file at the LAFCo office and made available on request. It will not be distributed with the ballots.

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

District: \_\_\_\_\_

Position Title: \_\_\_\_\_

Length of service with District:

Present Occupation:

Brief description of professional background:

Summarize your interest in serving on LAFCo:

Summarize your qualifications for serving on LAFCo:

List local government and/or civic organization involvement:



# REDWAY COMMUNITY SERVICES DISTRICT

## TEMPORARY EMPLOYMENT POLICY

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### TEMPORARY EMPLOYEES

#### 1. Purpose

The purpose of this section is to establish the classification and conditions of employment for Temporary Employees of the District. Temporary employment is intended to address short-term operational needs, seasonal workload increases, special assignments, or interim staffing requirements.

Temporary employment shall not be used to fill ongoing regular positions except on an interim basis.

#### 2. Definition

A Temporary Employee is an individual hired for a limited duration or specific assignment who does not occupy a regular full-time or part-time position within the District.

Temporary Employees serve at the will of the District and may be separated from employment at any time, with or without cause and with or without notice, subject to applicable law.

Temporary status does not create an expectation of continued employment.

#### 3. Appointment and Hour Limitation

**A.** Temporary Employees shall be appointed by the General Manager.

**B.** A Temporary Employee shall not work more than nine hundred sixty (**960**) total hours in a calendar year (January 1 through December 31).

**C.** The 960-hour limitation applies to all hours worked for the District during the calendar year, regardless of assignment or department.

**D.** Once a Temporary Employee reaches the 960-hour limit within a calendar year, employment shall cease unless the individual is appointed to a regular position through the District's standard recruitment and selection process.

#### 4. Compensation

**A.** Temporary Employees shall be compensated on an hourly basis only.

**B.** Temporary Employees classified as non-exempt shall receive overtime compensation in accordance with applicable state and federal law.

**C.** Compensation shall be paid according to the District's established payroll schedule.

## **5. Benefits**

**A.** Temporary Employees are not eligible for District-provided health insurance, retirement benefits, vacation leave, holiday pay, or other fringe benefits provided to regular employees, unless required by law.

**B.** Temporary Employees shall receive legally mandated benefits, including Workers' Compensation Insurance and Paid Sick Leave as required under California law.

## **6. Employment Status**

**A.** Temporary Employees are at-will employees.

**B.** Temporary service does not confer seniority, probationary status, or regular employment rights.

**C.** Time worked as a Temporary Employee shall not count toward probationary service or tenure unless expressly authorized by the Board of Directors.

## **7. Conversion to Regular Employment**

A Temporary Employee may apply for regular employment if a position becomes available. Appointment to a regular position shall require completion of the District's standard recruitment and selection process.

## RCSD Mission:

RCSD's mission is to provide efficient, cost effective, and reliable community services in a manner that protects health, safety and the natural environment.

## RCSD Vision:

- RCSD continually and successfully improves its services, infrastructure, education and training.
- RCSD maintains treatment operations that meet or exceed regulatory standards to protect health, safety and the environment.
- RCSD acts in a way that benefits our environment and recognizes the need to plan to meet global and local environmental challenges within and outside of the District.
- RCSD actively supports resource conservation policies in all aspects of RCSD operations.
- RCSD is fiscally responsible and financially stable. Our financial planning anticipates future needs and supports being an attractive employer.
- RCSD provides sufficient capacity improvements to support anticipated residential and commercial community development.
- RCSD actively recruits dedicated, diverse board members who are committed to continuing their education, setting well defined goals for the District and enabling RCSD staff to succeed.

Approved:

1/17/2018

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COUNTY OF HUMBOLDT  
Office of Elections & Voter Registration

2426 6<sup>th</sup> Street  
Eureka, CA 95501-0788  
707-445-7481 / Fax 707-445-7204  
humboldt\_elections@co.humboldt.ca.us

TO: Redway Community Services District  
FROM: Christina Strevey, Administrative Analyst  
DATE: March 3, 2026  
SUBJECT: General Election on November 3, 2026  
Officer Terms Expiring & District Preferences

The Office of Elections is preparing for the General Election on November 3, 2026 and requests your assistance. Please complete and return this form by **May 31, 2026**.

Mailing Address: 2426 6<sup>th</sup> Street, Eureka, CA 95501  
Email: [humboldt\\_elections@co.humboldt.ca.us](mailto:humboldt_elections@co.humboldt.ca.us)

**OFFICER TERMS EXPIRING IN 2026**

Elections records indicate your board has officer terms that will expire in 2026. Please review the below information and make necessary corrections or notations. Candidate filing period is July 13-August 7, 2026.

Title	Incumbent	Term
Director	Marie Etherton	4 yr
Director	Dian Griffith	4 yr

**DISTRICT PREFERENCES & CHANGES**

Please provide the Office of Elections with the below information.

Candidacy

Who will pay for candidate statements? Circle one.                      DISTRICT      CANDIDATE

Maximum word length for candidate statements. Circle one.      200 words      400 words

Tie Breaker

How will your district resolve a tie? Circle one.                      BY LOT      RUNOFF

Boundary Changes

Has there been changes to district borders in the last two years? Circle one.      YES      **NO**  
(If "YES", please return a new map with current district boundaries.)

Signature \_\_\_\_\_

Date \_\_\_\_\_

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# Top Cyber Actions for Securing Water Systems



## Overview

Water and Wastewater Systems Sector entities (herein referred to as “water systems”) run operational technology (OT) and information technology (IT) systems that are too often vulnerable to cyberattacks. This fact sheet highlights the top cyber actions water systems can take today to reduce cyber risk and improve resilience to cyberattacks and provides free services, resources, and tools to support these actions, which can be taken concurrently.<sup>1,2,3</sup> Visit CISA’s [Water and Wastewater Systems Cybersecurity](#) and EPA’s [Cybersecurity for the Water Sector](#) webpages for more information and resources.

**Buyer beware:** Technology manufacturers make security choices that affect the quality of their software and hardware. Review CISA’s [Secure by Design](#) guidance and ask your vendors how they are adopting the secure by design principles and tactics within their products to mitigate cybersecurity threats.

## 1. Reduce Exposure to the Public-Facing Internet

Use cyber hygiene services to reduce exposure of key assets to the public-facing internet. OT devices such as controllers and remote terminal units (RTUs) are easy targets for cyberattacks when connected to the internet.

- **Free resource:** [CISA's Free Cyber Vulnerability Scanning for Water Utilities](#) fact sheet explains the process and benefits of signing up for CISA’s free vulnerability scanning program.
- **Free service:** Email [vulnerability@cisa.dhs.gov](mailto:vulnerability@cisa.dhs.gov) with the subject line, “Requesting Cyber Hygiene Services” for [CISA Cyber Hygiene Services](#), which proactively identify and enable timely mitigation of internet-exposed assets.

## 2. Conduct Regular Cybersecurity Assessments

Conduct a cybersecurity assessment on a regular basis to understand the existing vulnerabilities within OT and IT systems. Assessments enable you to identify, assess, and prioritize mitigating vulnerabilities in both OT and IT networks.

- **Free service:** [EPA Cybersecurity Assessments](#) can help assess cybersecurity posture.
- **Free resources:**
  - [CISA's Cybersecurity Performance Goals](#) (CPGs) provide a set of baseline cyber protections. A free CPG assessment can be administered by a [CISA cybersecurity advisor](#) [CISA Regions](#)) or through a self-assessment.
  - The American Water Works Association’s (AWWA’s) [Water Sector Cybersecurity Risk Management Guidance](#) and [Risk Management Tool](#) can help a utility examine which cybersecurity controls and practices are most applicable based on the technology applications they have implemented.
  - AWWA’s [Water Sector Cybersecurity Risk Management Guidance for Small Systems](#) is a *getting started guide* that helps small, rural utilities (who serve <10,000 people) assess and implement cyber best practices.
  - The WaterISAC’s [15 Cybersecurity Fundamentals for Water and Wastewater Utilities](#) provides an overview of cybersecurity measures with resources to accompany each measure for deeper exploration.
  - The MS-ISAC’s [Center for Internet Security Risk Assessment Method \(CIS RAM\)](#) is an information security risk assessment method that helps organizations implement and assess their security posture against the CIS Critical Security Controls (CIS Controls) cybersecurity best practices. The CIS RAM Family of Documents provides instructions, examples, templates, and exercises for conducting a cyber risk assessment.

<sup>1</sup> The Cybersecurity and Infrastructure Security Agency (CISA), Environmental Protection Agency (EPA), and Federal Bureau of Investigation (FBI) jointly authored this fact sheet.

<sup>2</sup> Joint FBI-CISA-NSA-EPA-INCD Advisory: [IRGC-Affiliated Cyber Actors Exploit PLCs in Multiple Sectors, Including U.S. WWS Facilities](#)

<sup>3</sup> Joint FBI-CISA-EPA-NSA Cybersecurity Advisory: [Ongoing Cyber Threats to U.S. Water and Wastewater Systems](#)

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TLP:CLEAR

### 3. Change Default Passwords Immediately

Require unique, strong, and complex passwords for all water systems, including connected infrastructure. Weak default or insecure passwords are easy to discover and exploit, and they may allow cyber threat actors to make changes to a water systems' operational processes. This can negatively impact public health and safety. Change default or insecure passwords and implement multifactor authentication (MFA) where possible. Focus on deploying MFA to IT infrastructure, such as email, to make it difficult for threat actors to access OT systems. Consider asking manufacturers to [eliminate default passwords](#).

- **Free resources:** [CISA's Secure our World Campaign: Use Strong Passwords](#) and [More than a Password Campaign](#). For additional cyber guidance, see [CISA's Cyber Guidance for Small Businesses](#).

### 4. Conduct an Inventory of OT/IT Assets

Create an inventory of software and hardware assets to help understand what you need to protect. Focus initial efforts on internet-connected devices and devices where manual operations are not possible. Use monitoring to identify the devices communicating on your network.

- **Free service:** [EPA's Cybersecurity Technical Assistance Program](#) supports you in conducting an inventory.
- **Free tool:** A first step in conducting an inventory is identifying the devices on the network. [CISA's Malcolm tool](#) enables network monitoring with custom parsers designed for industrial control system (ICS)/OT protocols.

### 5. Develop and Exercise Cybersecurity Incident Response and Recovery Plans

#### Develop

Understand incident response actions, roles, responsibilities, as well as who to contact and how to report a cyber incident before one occurs to ensure readiness against potential targeting.

- **Free resources:** EPA's [Cybersecurity Action Checklist](#) and CISA's [Incident Response Plan \(IRP\) Basics](#) help to develop cyber incident response plans. The [Joint CISA-FBI-EPA Water Incident Response Guide](#) provides valuable information on how to work with federal response partners before, during, and after a cyber incident. **Note:** See this guide for contact information for [CISA](#), [FBI](#), and the [EPA Water Infrastructure and Cyber Resilience Division](#).

#### Exercise

Test your incident response plan annually to ensure all operators are familiar with roles and responsibilities.

- **Free tools:** [CISA Tabletop Exercise Package \(CTEP\)](#) and [EPA tabletop exercise \(TTX\)](#) scenario tools assist critical infrastructure owners and operators in developing their own tabletop exercises to meet their specific needs.

### 6. Backup OT/IT Systems

Regularly backup OT/IT systems so you can recover to a known and safe state in the event of a compromise. Test backup procedures and isolate backups from network connections. Implement the NIST 3-2-1 rule: 3) Keep three copies: one primary and two backups; 2) Keep the backups on two different media types; 1) Store one copy offsite.

- **Free resources:** [CISA's Cyber Essentials Toolkit Chapter 5: Your Data](#) and [NIST's Protecting Data From Ransomware and Other Data Loss Events](#) provide guidance on backing up your systems.

### 7. Reduce Exposure to Vulnerabilities

Mitigate known vulnerabilities and keep all systems up to date with patches and security updates. Prioritize OT patches in accordance with [CISA's Known Exploited Vulnerabilities \(KEV\) catalog](#) during scheduled downtime of OT equipment; prioritize patches in IT, as applicable. [CISA's Secure our World Campaign](#) provides guidance on updating software.

## 8. Conduct Cybersecurity Awareness Training

Conduct cybersecurity awareness training annually, at a minimum, to help all employees understand the importance of cybersecurity and how to prevent and respond to cyberattacks.

- **Free resources:** See [EPA Cybersecurity Training](#) and CISA's free [Industrial Control Systems](#) cybersecurity virtual training to learn how to protect against cyberattacks to critical infrastructure. Also see [CISA's Secure our World Campaign: Employee Phishing Training](#) for practical steps to help your employees avoid phishing scams.

### Support

If you require additional support for implementing any of these actions, contact [EPA](#) and/or your regional [CISA cybersecurity advisor](#) for assistance.

### Disclaimer

The authoring agencies do not endorse any commercial entity, product, company, or service, including any entities, products, or services linked or referenced within this document. Any reference to specific commercial entities, products, processes, or services by service mark, trademark, manufacturer, or otherwise, does not constitute or imply endorsement, recommendation, or favoring by the authoring agencies.

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# Agenda

<b>Contract No.</b>	DWR 4600015464	<b>Project No.</b>	12619090
<b>Project</b>	Emergency Water Storage and Supply Project	<b>From</b>	Eli Stockwell, Steven Pearl
<b>Owner</b>	Redway Community Services District	<b>Date</b>	February 23, 2026
<b>Subject</b>	Bi-weekly Construction Progress Meeting	<b>Time</b>	2:00 PM MS Teams

## 1. Introductions and Roll Call

Name	Organization
Cody Cox	RCSD – General Manager
Mark Benzinger	Mercer Fraser – General Contractor
Steven Pearl	GHD – Project/Construction Manager
Diego Banos	DWR – Grant Manager

2. Review and acceptance of minutes of previous meeting
  - a. Meeting minutes distributed Feb 09
3. Review of Work progress and Upcoming Work Schedule
  - a. Contractor to provide schedule update.
  - b. Project closeout deadline: June 30 2026**
4. Field observations, problems, and decisions
  - a. Tank Shop Drawings
    - i. Last markup will have revision notes. Contractor to provide updated drawings.
  - b. Cody to coordinate with Steve on sign location and have it installed.
5. Identification of problems impeding planned progress
  - a. DDW review completed, responses to be sent out with signed waiver and associated field work directives. **Waiting on approved tank submittals to send with responses.**
6. Review of off-site fabrication and delivery schedules
  - a. Tank being fabricated. Contractor to provide update once received.
7. Corrective measures to regain projected schedules
8. Effect of proposed changes on progress schedule and coordination
9. Progress Payments
  - a. Confirm District has paid Pay Request 2.
  - b. Pay request 3 received and submitted to DWR for processing with backup
10. Submittals
  - a. Contractor to provide updated shop drawings to reflect pipe change.
11. RFIs
12. Change Orders
  - a. Request quote for added check valve per FWD

13. Site Safety
14. Quality and work standards
15. Claims
16. Other business relating to Work