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

AGENDA
REDWAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

REGULAR BUSINESS MEETING

Location: **RCSD Business Office, 3168 Redwood Drive**
Date: **June 17, 2026**
Time: **6:00 P.M.**
Posted: **June 12, 2026**

I. CALL TO ORDER:

II. ROLL CALL:

___ Arthur McClure 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) April 15, 2026, Regular Business Meeting Minutes.
   b) May 20, 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 May 2026 Operation Manager's Report. PAGE 15
2. Production Report: Review of May 2026 Production Report. PAGE 19

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

1. Financial Report: Review of the May 2026 Financial Reports. BEGIN PAGE 21
2. Office Manager's Report: Review of the May 2026 Office Manager's Reports. PAGE 35
3. General Manager's Report: Review of the May 2026 General Manager's Reports. PAGE 37

X. OPEN SESSION DISCLOSURE OF CLOSED SESSION:

XI. CLOSED SESSION:

1. *Security.*
2. *Personnel; Conference with Labor Negotiators*
   Government Code §54957.6
   Under Negotiations:
   Salary, Salary schedule, compensation and benefits.

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

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

1. *Updating Place of Use Boundary.* PAGE 41

   ACTION REQUIRED: Discussion / Report / Action

2. *Ad-Hoc Committee Report:*

   a) Executive

   b) Financial

   c) Personnel MET

   d) Infrastructure

   ACTION REQUIRED: Discussion / Report / Action

3. *Grants:*

   a) Emergency Water Storage and Supply Project PAGE 43

   b) *Wastewater Improvements Project; Planning Grant.* PAGE 45 (DFA)

   ACTION REQUIRED: Discussion / Report / Action

4. *Redway Community Services District Customer Assistance Program.* PAGE 53

   ACTION REQUIRED: Discussion / Report / Action

5. *Casting a Vote for Special District Member to Serve on Humboldt LAFCo.* PAGE 59

   ACTION REQUIRED: Discussion / Report / Action

6. *Water Rate Suspension for Sports Field Located at Redway Elementary School During Non-Usage Months.* PAGE 63

   ACTION REQUIRED: Discussion / Report / Action

7. *CALWARN* CALWARN - PAGE 67

   ACTION REQUIRED: Discussion / Report / Action

XIV. CORRESPONDENCE:

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 July 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.

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
P.O. Box 40
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REDWAY COMMUNITY SERVICES DISTRICT

MINUTES OF THE REGULAR BUSINESS MEETING

April 22, 2026

CALL TO ORDER:

Chairman McClure called the April 22, 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: Arthur McClure, Chm, Dian Griffith, Vice- Chairwoman, Marie Etherton.
Directors Absent: Michael McKaskle, Tammy Willison.

Staff Present:

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

LAND ACKNOWLEDGEMENT:

Glenn Gradin 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:

Marie Etherton moved to approve the April 22, 2026 Regular Business Meeting agenda as presented. Dian Griffith seconded the motion. Chairman McClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Arthur McClure, Yea The motion was carried by a roll call vote of three Yeas and zero Nays.

REPORT FROM CHAIRMAN OF THE BOARD:

Chairman McClure reported that the field staff did an exceptional job in repairing the main line leak on Redwood Drive.

PUBLIC COMMENT:

Ed Voice requested that Cody Cox read correspondence from Arvin Chi from the State Regional Water Quality Control Board regarding their effort to resolve protests by February 18, 2026. A written status report was to be provided by the protestant and petitioner by the same date. The State Regional Water Quality Control Board did not receive a status report from the parties. The Division requests status updates from both parties on the protest negotiations be submitted by April 30, 2026.
Cody Cox read an email he received from Ed Voice stating that all the issues in his protest have been addressed.

PREVIOUS MINUTES:

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

a) March 25, 2026 Regular Business Meeting Minutes: As members of the Board that were present at the March 25, 2026 Regular Business Meeting were absent or did not review the March 25, 2026 Regular Business Meeting minutes, Marie Etherton moved to postpone action on the March 25, 2026 Regular Business Meeting minutes until the May 20, 2026 Regular Business Meeting. Dian Griffith seconded the motion. Chairman McClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Arthur McClure, 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 March, 2026 Operations Manager’s Report.
2. Production Report: The Board reviewed the March, 2026 Production Report.
3. Safety Report: The Board reviewed the March, 2026 Safety Report. By consensus of the Board the Safety Report will be removed from the packet and will be available for review by board members at the Regular Business Meetings.

Following review of the Consent Calendar, Dian Griffith moved to accept the March 2026 Consent Calendar as presented. Marie Ehterton seconded the motion. Chairman McClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Arthur McClure, 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 March, 2026 Financial Reports. The check register will be removed from the monthly Financial Report.
2. Office Manager's Report: The Board reviewed the March, 2026 Office Manager’s Report. Glenn Gradin informed the Board that some District customers are having excessive usage. Recommendations to the owners on reducing their water usage and where to apply for assistance will be submitted for the Boards review at the May 2026 Regular Business Meeting. The Board discussed the yearly swimming pool fill policy which ends May 31, 2026.
3. General Manager’s Report: The Board reviewed the March, 2026 General Manager’s Report.

Following review of the March 2026 Financial, Office Manager's and General Manager's report, Marie Etherton moved to accept the March 2026 Financial, Office Manager's and General Manager's reports as presented. Dian Griffith seconded the motion. Chairman M^c^Clure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Arthur McClure, Yea. The motion was carried by a roll call vote of three Yeas and zero Nays.

OPEN SESSION DISCLOSURE OF CLOSED SESSION

Chairman McClure 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:

Chairman McClure 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 informed him that the public hearing will be held on June 17, 2026 and that LACO will be modifying the CEQA Document to address the California Department of Fish and Wildlife CEQA letter. This will require an increase in charges from LACO. An updated CEQA document will be provided to the California Department of Fish and Wildlife, the State Regional Water Quality Control Board and the public.
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 met and completed reviewing and updating the Personnel Policy.
    d. Infrastructure: The Infrastructure Ad-Hoc Committee members reported that the Rusk Lane 250,000-gallon water tank and the restoration of the spring strategy which include the possibility that the District will qualify to receive two grants was discussed.
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 District will meet the project sunset date. Mercer Fraser has paid Sonoma Reinforcing Inc. in full for their services.
    b. Wastewater Improvements Project: Cody Cox informed the Board that there is no new information until the end of summer. Mr. Cox reported that there is a residence that has a septic tank issue that is being addressed.

5. Redway Community Services District Customer Assistance Program: The District's attorney informed the District that it can go forward offering a Customer Assistance Program to low-income customers. Glenn Gradin contacted several districts and received information regarding their policies in providing relief to low-income customers. Mr. Gradin read a summery that he generated outlining a low-income customer policy and eligibility tiers.
6. Potential Installation of a Well on Southern Humboldt Unified School District Property located within the District: As Michael McKaskle was absent, no new information was available regarding Potential Installation of a Well on Southern Humboldt Unified School District Property. The Board discussed placing installation of wells on the capitol improvement list for future consideration.
7. Discussion Regarding the Q Zone; Lower Redway: The Board continued discussing the issue of the felled redwood trees which took place in Lower Redway. Also, under discussion was understanding the Q Zone in lower Redway in addition to the Meadows Industrial Park and who has oversight.
8. Call for Nominations for Special District Members to Serve on Humboldt LAFCo: No nominations of candidates were made for the Special District Members to Serve on Humboldt LAFCo.
9. Discussion Regarding Temporary Employment Policy: A Temporary Employee Policy draft was submitted to the Board for review. The personnel Ad-Hoc Committee will address the Temporary Employment Policy at their next Ad-Hoc Committee meeting.
10. Current Legal Representative Issues: The Board discussed the issues regarding District's legal representative's lack of prompt communication.
11. Adoption of Resolution 2025-2026-07; Updating Personnel Policy: Adoption of Resolution 2025-2026-07; Updating Personnel Policy will be addressed at the May 20, 2026 Regular Business Meeting.

CORRESPONDENCE:

1. Redway Community Services District to Diego Banos, Department of Water Resources Small Community Drought Relief Program, April 15, 2026 Re, Request to Reallocate Remaining Task 2 Funds to Task 1.
2. Eastern Research Group, Inc., Shaomeng Hou, April 22, 2026 Re, Update on EPA Water Engineering Support Report.

BOARD MEMBER / STAFF REPORTS:

1. Director's Reports:
   A. Michael McKaskle.
      1. RREDC: A written RREDC Report was submitted for review by the Board.

COMMENTS FROM MEMBERS OF THE BOARD:

1. Marie Etherton stated that the infrastructure list which provided projects to be addressed was amazing.

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. No new items were placed on the advanced agenda

ADJOURNMENT:

Marie Etherton moved to adjourn the April 22, 2026 Regular Business Meeting of the Redway Community Services District Board of Directors at 6:58 P.M. Dian Griffith seconded the motion. Arthur M^{c}Clure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Arthur M^{c}Clure, 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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Redway Community Services District
P.O. Box 40
Redway, CA 95560
(707) 923-3101

REDWAY COMMUNITY SERVICES DISTRICT

MINUTES OF THE REGULAR BUSINESS MEETING

May 20, 2026

CALL TO ORDER:

Chairman McClure called the May 20, 2026 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 6:0 P.M. in the Redway Community Services District Business Office.

ROLL CALL:

Directors Present: Arthur McClure, Chm, Dian Griffith, Vice- Chairwoman,
Marie Etherton, Michael McKaskle, Tammy Willison, (6:05 arrival).

Staff Present:

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

LAND ACKNOWLEDGEMENT:

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

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

APPROVAL OF THE AGENDA:

Michael McKaskle moved to approve the May 20, 2026 Regular Business Meeting agenda as presented. Dian Griffith seconded the motion. Chairman McClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Michael McKaskle, Arthur McClure, Yea The motion was carried by a roll call vote of four Yeas and zero Nays.

REPORT FROM CHAIRMAN OF THE BOARD:

Chairman McClure expressed his appreciation to the office and field staff and reported that the field staff experienced dangerous conditions regarding excessive speed from drivers during a leak repair on Redway Drive.

PUBLIC COMMENT:

No public comment was addressed to the Board.

PREVIOUS MINUTES:

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

a) March 25, 2026 Regular Business Meeting Minutes: Following review of the March 25, 2026 Regular Business Meeting minutes, Michael McKaskle moved to approve the March 25, 2026 Regular Business Meeting minutes as presented. Dian Griffith seconded the motion. Chairman McClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Michael McKaskle, Yea, Tammy Willison, Yea, Arthur McClure, Yea The motion was carried by a roll call vote of five Yeas and zero Nays.
b) April 2026 Regular Business Meeting Minutes: The Board had a concern regarding the date in the April 2026 Previous Minutes, Therefore, action on the April 2026 Regular Business Meeting previous minutes was postponed. The Secretary to the Board will listen to the tape and report her findings.

CONSENT CALENDAR:

1. Operation Manager's Report: The Board reviewed the April, 2026 Operations Manager's Report.
2. Production Report: The Board reviewed the April, 2026 Production Report. The future Production Reports will show three months in the current year and the same three months in the previous two years.

Following review of the Consent Calendar, Dian Griffith moved to accept the April 2026 Consent Calendar as presented. Marie Ehterton seconded the motion. Chairman McClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Michael McKaskle, Yea, Tammy Willison, Yea, Arthur McClure, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

FINANCIAL, OFFICE MANAGER AND GENERAL MANAGER REPORTS

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

Following review of the April 2026 Financial, Office Manager's and General Manager's report, Michael McKaskle moved to accept the April 2026 Financial, Office Manager's and General Manager's reports as presented. Dian Griffith seconded the motion. Chairman McClure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Michael McKaskle, Yea, Tammy Willison, Yea, Arthur McClure, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

OPEN SESSION DISCLOSURE OF CLOSED SESSION

Chairman M^c^Clure 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:

Chairman McClure 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 the request for additional time was approved to address the California Department of Fish and Wildlife's issues. The District has until September 30, 2026, to submit all its CEQA information to the State Regional Water Quality Control Board. LACO Engineering is slated to revise the CEQA document which will require an increase in the budget between LACO and the Redway Community Services District.
   Ed Voice will continue participating in the protest until CEQA is completed.
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: No Personnel Ad-Hoc Committee Meeting was held; therefore, no new information was available.
   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 sunset date of June 30, 2026 for completion of the project will be met.
   b. Wastewater Improvements Project: Cody Cox reported the following information on the Wastewater Improvements Project during the General Manager's Report. The District has submitted a second-round FAAST funding application for a grant requesting approximately nineteen million seven hundred thousand dollars ($19,700,000.00) for major wastewater treatment plant and collection system improvements.
5. Redway Community Services District Customer Assistance Program: Glenn Gradin reported that he is working on creating tiers. Following discussion, Mr. Gradin will provide additional clarity on tier one and will create a form as recommended by the Board. The Board discussed the criteria for qualifying for assistance.
6. Installation of Wells: Michael McKaskle reported that he has scheduled an appointment with the superintendent of the Southern Humboldt Unified School District to discuss the installation of a well near the Wood Little League Field.
7. Call for Nominations for Special District Members to Serve on Humboldt LAFCo: Voting for Special District Members to serve on Humboldt LAFCo was postponed until the June 2026 Regular Business Meeting.
8. Adoption of Resolution 2025-2026-07; Updating Personnel Policy: Michael McKaskle moved to adopt Resolution 2025-2026-07; Updating the Redway Community Services District Personnel Policy. Dian Griffith seconded the motion. Chairman McClure called for a roll call vote. Dian Griffith, Yea, Marie

Etherton, Yea, Michael McKaskle, Yea, Tammy Willison, Yea, Arthur M^{c}Clure, Yea. The motion carried by roll call vote of five Yeas and zero Nays.

CORRESPONDENCE:

1. Sonoma Reinforcing, Inc, Greg Kinderman, April 22, 2026 Re, Unconditional Waiver and Release on Progress Payment.
2. Redway Community Services District to State Water Resources Control Board, May 06, 2026 Re, Change of Chief Plant Operator NPDES Permit number CA0022781.
3. Humboldt LAFCo, Colette Santsche, May 08, 2026 Re Official Ballot; Independent Special District Election Operating Budget.
4. Humboldt LAFCo, Operating Budget.

BOARD MEMBER / STAFF REPORTS:

1. Director's Reports:
   A. Michael McKaskle.

      1. RREDC: A letter from Leonard Lund Chairman of the RREDC Board of Directors was submitted for review by the Board.

COMMENTS FROM MEMBERS OF THE BOARD:

1. Chairman M^{c}Clure informed the Board that the Special District Magazine advertised grant writing training, which provides an opportunity for staff to attend.

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. Water Rate Adjustment; Southern Humboldt Little League.

ADJOURNMENT:

Dian Griffith moved to adjourn the May 20, 2026 Regular Business Meeting of the Redway Community Services District Board of Directors at 7:37 P.M. Tammy Willison seconded the motion. Arthur M^{c}Clure called for a roll call vote. Dian Griffith, Yea, Marie Etherton, Yea, Michael McKaskle, Yea, Tammy Willison, Yea, Arthur M^{c}Clure, Yea. The motion was carried by a roll call vote of five Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,
Secretary to the Board

OPERATIONS REPORT

Report Date: June 2026

Cody Cox
General Manager / Operations Manager / CPO
Redway Community Services District

Water Treatment

Booster Pump No. 2 VFD and Pump Replacement

- The District recently replaced the Variable Frequency Drive (VFD) serving Booster Pump No. 2.
- After the new VFD was placed online, Booster Pump No. 2 began grounding out and was pulled for inspection.
- Industrial Electric inspected the submersible pump and determined that the pump was no longer operational.
- The replaced VFD was approximately 11 years old, and the submersible pump was over 15 years old. Staff considers this to be a reasonable service life, although longer service life is always preferred where possible.
- The VFD replacement cost was approximately $10,000, and the pump replacement cost was approximately $9,000.
- The exact cause of the failure cannot be proven at this time. However, staff believes a power surge or poor incoming power quality may have contributed to the failure.

Electrical Protection and Incoming Power Concerns

- District staff and Bob Downing Electric discussed adding additional electrical protection downstream of the PG&E meter.
- The water treatment plant is located near the end of the PG&E service line, which can increase exposure to voltage imbalance and poor power quality.
- Operators commonly refer to this type of power condition as "dirty power." PG&E is expected to remain within acceptable voltage limits, but field conditions do not always remain as stable as operators would like.
- Staff will continue evaluating added surge protection and other protective measures to reduce the chance of future damage to pumps, VFDs, and related treatment plant electrical equipment.

Emergency Water Supply and Storage Project

- The Emergency Water Supply and Storage Project remains active and close to completion.
- The District is currently waiting on delivery of a critical 10-inch check valve needed for project completion.
- The valve is expected to arrive around June 30, 2026, which is also the current project sunset date.
- The District has submitted a request to extend the project sunset date from June 30, 2026, to October 30, 2026.
- The requested extension will allow time to receive the valve, complete installation, perform testing, complete commissioning, and close out the project properly.

- The District has not yet received a final response on the extension request. If a response is received before the Board meeting, staff will provide that update to the Board.

Water Distribution

West Coast Capital Improvement Project and Current Distribution Work

- The West Coast Capital Improvement Project has been completed.
- With that project complete, District staff is now focusing on hydrant installations and isolation valve installations throughout the system.
- These improvements will continue strengthening fire protection, system isolation, and day-to-day maintenance response capabilities.

Lift Station Water Meters, Leaks, and Pressure Control

- District staff recently completed installation of water meters serving the lift stations.
- After the meters were installed, staff identified several small leaks. While the leaks were minor, the new meters helped confirm that they needed to be repaired.
- During the quarterly lift station inspection, staff found that the control valve regulating water pressure to the wastewater treatment plant was vibrating.
- The control valve is located at the Dogwood Lift Station and controls the water pressure delivered to the wastewater treatment plant.
- Doug and Cody entered the vault and adjusted the pressure from approximately 50 psi to approximately 70 psi to the wastewater treatment plant.
- The following Monday, Waterscope reported a leak at the wastewater treatment plant. Staff had previously noticed a very small intermittent leak, and the pressure increase made the issue more visible.
- The leak was estimated at approximately 7 gallons per minute for about 72 hours. Staff is currently repairing the leak.

Wastewater Treatment

Current Treatment Plant Operations

- Wastewater treatment plant operations are currently under normal operating conditions.
- Staff continues to monitor treatment performance, equipment condition, and day-to-day process control needs.
- After current priority projects are buttoned up, staff plans to begin working through the applicable General Order process related to biosolids disposal and the District's previously used land application site.
- The District understands that the State Water Resources Control Board is behind on NPDES permit renewals. Because of that delay, staff does not intend to wait for the NPDES renewal process before beginning work toward biosolids disposal approval.
- Staff plans to move this effort forward separately and proactively so the District can better address long-term solids handling and disposal needs.

Wastewater Collection

Point Repairs and Dogwood Lift Station Cleaning

- District staff has identified three known point repair locations that are planned for repair this summer.
- Staff also plans to have the Dogwood Lift Station cleaned out this summer.
- After the point repairs are completed, staff plans to clean the Dogwood wet well and remove accumulated grease and debris.
- Once those items are completed, staff intends to clean as much of the wastewater collection system as possible during the summer work season.
- This work will support collection system reliability, reduce maintenance issues, and help limit future inflow and infiltration problems where repairs are needed.

Respectfully Submitted,

Cody Cox

General Manager / Operations Manager
Redway Community Services District

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Redway CSD – Production/Treatment Activity

Jun 10, 2026

Unit of measure is gallons

Water Production Report: For May 2026

	Water Produced	District Use	Unmetered	Sold	Daily Avg.
Mar 2024	4,677,125	1,458,175	1,162,803	2,056,147	150,875
Mar 2025	4,050,657	971,615	233,779	2,845,265	130,666
Mar 2026	3,779,133	754,869.16	969,939.84	2,054,324	121,908
Apr 2024	3,806,867	654,863	1,001,564	2,150,440	126,896
Apr 2025	3,545.858	862,182	729,489	1,954,187	118,195
Apr 2026	3,846,152	583,225.36	1,208,602.64	2,054,324	128,205
May 2024	4,549,247	667,793	385,947	2,214,970	105,442
May 2025	3,268,710	575,687	978,987	2,994,573	1467520
May 2026	4,319,143	788,099.29	718,654	2,812,390	139,327

Wastewater Treatment Report: For May 2026

	Influent	Effluent	Difference
Mar 2026	4,546,899	4,621,543	74,644
APR 2026	3,248,857	3,526,124	277,267
May 2026	4,102,250	3,340,047	762,203

Revised 4-13-2026 DE

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Redway Community Services District

Monthly Financial Statement to MAY 31st, 2026

Primary Checking Account	**Previous Balance =**	$63,212.20	As of April 30th, 2026
	Revenues		
1	Customer Revenues Collected per QuickBooks	$118,131.72	
2		$0.00	
3		$0.00	
4		$0.00	
5		$0.00	
6		$0.00	
7		$0.00	
8		$0.00	
9	Mag meter Deposit - VSS - County road repair, slurry.	$1,000.00	
10	ATT REFUND	$25.00	
11		$0.00	
	Total Income (reconciled bank deposits)	**$119,156.72**	
	Total Withdrawals (reconciled withdrawals)	**$117,514.37**	
Quick Books Balance - Primary Checking Account		**$64,854.55**	As of May 31st, 2026

El Dorado Income: Payments Received	
Water payments - w/ late, reconnect fees, adjustments and deposits	$48,919.70
Sewer Payments	$55,293.29
SEF Water fees paid	$0.00
SEF Sewer fees paid	$3,660.25
Water Syst. Loan Fund	$5,767.25
Total Payments Received	$113,640.49
Other Income	$1,025.00
Net Total Income	$114,665.49

Billing for Sales of Water & Sewer Services

Date: This Year		May-26		Date: Prior Year	May-25	
		WATER	SEWER		WATER	SEWER
WSLF		$6,435.87		WSLF	$6,598.26	
Residential		$44,426.24	$50,428.26	Residential	$36,021.85	$45,647.84
Commercial		$8,433.68	$13,357.60	Commercial	$7,685.11	$14,295.29
Sub total W&S only		$59,295.79	$63,785.86	Sub total W&S only	$50,305.22	$59,943.13
SEF	0	$0.00	$4,070.89	SEF	$0.00	$4,148.46
Sub total		$59,295.79	$67,856.75	Sub total	$50,305.22	$64,091.59
Reconnect fees		$0.00		Reconnect fees	$0.00	
Late Fees		$1,104.00		Late Fees	$2,148.00	
Adjustments		$0.00		Adjustments	-$1,072.76	
Total Sales/Use		May-26	$128,256.54	Total Sales/Use	May-25	$115,472.05

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Redway Community Services District
Balance Sheet - Collapsed w/ Prior Year
As of May 31, 2026

		May 31, 26		May 31, 25
ASSETS				
Current Assets				
Checking/Savings				
1006 · UMPQUA - 4992		39,778.77		0.00
1004 · Cash in Bank CCUSH - 71		0.00		66,149.70
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		16,093.88
1025 · JET/VAC		0.00		17,886.14
1030 · Umpqua - Meadows Deposits -3892		16,096.31		0.00
1035 · Umpqua - Jet/Vac - 1897		23,473.22		0.00
1040 · Umpqua - New Connections- 3003		180,000.06		0.00
1050 · Petty Cash		362.01		134.68
Cash in County - Water				
1100 · #2546 SRF Water Proj Loan Fund	327,754.74		328,673.40	
1105 · #2547 SRF Payment Reserve Fu...	91,786.29		88,807.78	
1110 · #2548 Davis Grunsky '68 Reserve	1.09		64.63	
1115 · #2549 Davis Grunsky '74 Reserve	5.36		317.05	
1120 · #2550 Tax Revenue Fund-Water	157,325.33		53,595.69	
1125 · #2555 SEF - Water	21,617.88		78,628.40	
1130 · #2557 T & D Rehab Proj. Fund	47.04		3,363.86	
Total Cash in County - Water		598,537.73		553,450.81
Cash in County - Sewer				
1135 · #2551 Tax Revenue -Sewer	78,444.25		52,953.16	
1140 · #2554 RCSD RECD Grant Sewer	14.00		907.27	
1145 · #2556 SEF - Sewer	143,926.18		113,360.27	
1150 · #2558 I & I Project Fund-Sewer	101.49		6,574.85	
1155 · #9855 95 COP Payment Fund-Se...	23.98		1,412.17	
1160 · #9856 '95 Reserve Fund Sewer	55,315.78		51,976.96	
Total Cash in County - Sewer		277,825.68		227,184.68
Total Checking/Savings		1,136,073.78		880,927.16
Other Current Assets				
Prepaid Expenses		0.00		3,000.00
Prepaid Insurance		12,193.33		10,278.77
Employee Advance		159.14		911.00
Prepaid Rent		900.00		1,600.00
1300 · Accounts Receivable				
1301 · Allowance for Doubtful Accounts	-4,500.00		-4,500.00	
1300 · Accounts Receivable - Other	263,275.97		295,332.89	
Total 1300 · Accounts Receivable		258,775.97		290,832.89
1400 · Other Receivables		19,470.85		0.00
1500 · Grants Receivable		-758,784.75		0.00
1600 · Inventory - Water		15,820.61		15,820.61
1650 · Inventory - Sewer		1,742.98		1,742.98
Total Other Current Assets		-449,721.87		324,186.25
Total Current Assets		686,351.91		1,205,113.41

Redway Community Services District
Balance Sheet - Collapsed w/ Prior Year
As of May 31, 2026

	May 31, 26	May 31, 25
Fixed Assets		
Fixed Assets - Water		
1700 · Land	31,282.45	31,282.45
1705 · Source of Supply Plant	457,413.70	457,413.70
1710 · Autos & Trucks	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
Total Fixed Assets - Water	5,869,885.01	5,586,690.26
Fixed Assets - Sewer		
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
Total Fixed Assets - Sewer	7,516,912.12	6,352,814.46
Accumulated Depreciation-Water	-3,162,001.05	-3,040,861.76
Accumulated Depreciation-Sewer	-4,152,739.23	-3,982,615.72
Total Fixed Assets	6,072,056.85	4,916,027.24
Other Assets		
1900 · COP Issuance Costs	12,002.95	12,766.68
Total Other Assets	12,002.95	12,766.68
TOTAL ASSETS	**6,770,411.71**	**6,133,907.33**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	111,223.91	75,411.05
Total Accounts Payable	111,223.91	75,411.05
Credit Cards		
VISA - Umpqua Bank	0.00	2,841.86
Total Credit Cards	0.00	2,841.86

Redway Community Services District
Balance Sheet - Collapsed w/ Prior Year
As of May 31, 2026

	May 31, 26	May 31, 25
Other Current Liabilities		
2025 · Gym Memberships	0.00	30.00
2105 · Accrued SWH/SDI	-403.41	-119.76
2110 · Accrued SUI/ETT	25.19	1,387.18
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
Total Other Current Liabilities	141,751.72	159,312.37
Total Current Liabilities	252,975.63	237,565.28
Long Term Liabilities		
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
Total Long Term Liabilities	1,336,397.28	1,027,000.00
Total Liabilities	1,589,372.91	1,264,565.28
Equity		
Water Equity		
3050 · Retained Earnings - Water	2,392,164.81	2,033,238.40
3100 · Debt Reserve - Water	382,031.83	428,059.32
3200 · Contributed Capital - Water		
3250 · Less Accumulated Amortization	-150,001.65	-150,001.65
3200 · Contributed Capital - Water - Oth...	409,340.77	409,340.77
Total 3200 · Contributed Capital - Water	259,339.12	259,339.12
Total Water Equity	3,033,535.76	2,720,636.84
Sewer Equity		
3000 · Retained Earnings - Sewer	-197,121.13	-1,163,187.59
3150 · Debt Reserve - Sewer	53,795.91	52,227.25
3300 · Contributed Capital - Sewer		
3350 · Less Accumulated Amortization	-939,028.76	-939,028.76
3300 · Contributed Capital - Sewer - Ot...	3,743,489.16	3,743,489.16
Total 3300 · Contributed Capital - Sewer	2,804,460.40	2,804,460.40
Total Sewer Equity	2,661,135.18	1,693,500.06
32000 · Retained Earnings	0.00	249,087.90
Net Income	-513,632.14	206,117.25
Total Equity	5,181,038.80	4,869,342.05
TOTAL LIABILITIES & EQUITY	**6,770,411.71**	**6,133,907.33**

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Redway Community Services District
Profit & Loss
May 2026

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Water Charges			
4100 · Residential	0.00	44,426.24	44,426.24
4150 · Commercial	0.00	8,433.68	8,433.68
Total Water Charges	0.00	52,859.92	52,859.92
Sewer Charges			
4200 · Residential	50,428.26	0.00	50,428.26
4250 · Commercial	13,357.60	0.00	13,357.60
Total Sewer Charges	63,785.86	0.00	63,785.86
4500 · Late Charges	0.00	1,104.00	1,104.00
Total Income	63,785.86	53,963.92	117,749.78
Gross Profit	63,785.86	53,963.92	117,749.78
Expense			
Administrative & General			
5015 · Bank Charges	0.00	76.85	76.85
Insurance			
5040 · Employee Health Insurance			
Employee Portion Health	-762.97	-762.98	-1,525.95
5040 · Employee Health Insurance - Ot...	5,939.07	5,939.08	11,878.15
Total 5040 · Employee Health Insurance	5,176.10	5,176.10	10,352.20
5041 · Employee Life Insurance			
Employee Portion Life	-210.55	-210.55	-421.10
Total 5041 · Employee Life Insurance	-210.55	-210.55	-421.10
Total Insurance	4,965.55	4,965.55	9,931.10
5070 · Licenses, Permits & Fees	0.00	60.00	60.00
5075 · Mileage/Travel	157.68	555.92	713.60
Office Expense			
5062 · Finance Charges	4.75	4.75	9.50
5081 · Office Expense	121.91	71.25	193.16
5105 · Postage	133.73	133.73	267.46
5106 · Rent	450.00	450.00	900.00
5135 · Telephone-all phones	776.62	366.43	1,143.05
5145 · Utilities-pg&e & blue star only	8.02	8.02	16.04
Total Office Expense	1,495.03	1,034.18	2,529.21
5085 · Outside Services	1,800.00	300.00	2,100.00
5100 · Payroll Taxes	1,722.36	1,829.68	3,552.04
Professional Fees			
5112 · Director Fees	212.50	212.50	425.00
5113 · Legal Fees	0.00	2,215.00	2,215.00
Total Professional Fees	212.50	2,427.50	2,640.00

Redway Community Services District
Profit & Loss
May 2026

	Sewer	Water	TOTAL
5125 · Retirement	1,365.72	1,365.73	2,731.45
5150 · Wages	11,790.74	11,797.91	23,588.65
Total Administrative & General	23,509.58	24,413.32	47,922.90
Water Treatment			
5210 · Supplies-water treatement	0.00	116.75	116.75
5215 · Utilities	0.00	4,099.53	4,099.53
5220 · Wages	0.00	9,666.20	9,666.20
5230 · Tools & Safety Equipment	0.00	15.00	15.00
Total Water Treatment	0.00	13,897.48	13,897.48
Water Trans & Distribution			
5305 · Repairs & Maintenance	0.00	8,454.66	8,454.66
5315 · Utilities	0.00	297.97	297.97
5320 · Wages	0.00	2,030.82	2,030.82
Total Water Trans & Distribution	0.00	10,783.45	10,783.45
Sewer Treatment			
5405 · Repairs & Maintenance	2,022.98	0.00	2,022.98
5410 · Supplies-sewer treatment	1,457.64	0.00	1,457.64
5415 · Utilities	3,693.83	0.00	3,693.83
5420 · Wages	6,158.02	0.00	6,158.02
Total Sewer Treatment	13,332.47	0.00	13,332.47
Sewer Collection			
5515 · Utilities	1,112.33	0.00	1,112.33
5520 · Wages	3,782.63	0.00	3,782.63
Total Sewer Collection	4,894.96	0.00	4,894.96
Total Expense	41,737.01	49,094.25	90,831.26
Net Ordinary Income	22,048.85	4,869.67	26,918.52
Other Income/Expense			
Other Income			
5900 · SEF Fees - Sewer	4,070.89	0.00	4,070.89
4400 · SRF Fees	0.00	6,435.87	6,435.87
Total Other Income	4,070.89	6,435.87	10,506.76
Other Expense			
8300 · Capital Improvements			
8320 · Cap Improvements - Water Dist	0.00	7,112.70	7,112.70
Total 8300 · Capital Improvements	0.00	7,112.70	7,112.70
Total Other Expense	0.00	7,112.70	7,112.70
Net Other Income	4,070.89	-676.83	3,394.06
Net Income	**26,119.74**	**4,192.84**	**30,312.58**

Redway Community Services District
Payments from Customers
As of May 31, 2026

Type	Date	Memo	Amount
1300 · Accounts Receivable			
Deposit	05/01/2026	ACH M	-382.32
Deposit	05/04/2026	ACH M	-3,289.38
Deposit	05/04/2026	ACH F	-2,589.67
Deposit	05/04/2026	ACH M	-187.68
Deposit	05/05/2026	ACH M	-100.00
Deposit	05/05/2026	ACH F	-1,397.20
Deposit	05/05/2026	Deposit	-9,494.33
Deposit	05/05/2026	OVERDEPOSIT	-5.00
Deposit	05/06/2026	ach m	-702.63
Deposit	05/07/2026	ACH F	-153.15
Deposit	05/07/2026	OVER DEPOSIT	-0.17
Deposit	05/07/2026	Deposit	-9,677.55
Deposit	05/08/2026	ACH M	-435.51
Deposit	05/11/2026	ACH M	-621.50
Deposit	05/11/2026	ACH F	-829.11
Deposit	05/11/2026	ACH M	-100.00
Deposit	05/12/2026	ACH F	-173.00
Deposit	05/12/2026	Deposit	-9,527.98
Deposit	05/13/2026	ACH M	-321.82
Deposit	05/14/2026	ACH M	-320.57
Deposit	05/14/2026	Deposit	-10,189.41
Deposit	05/15/2026	UNIVERSAL CREDIT	-0.05
Deposit	05/15/2026	ACH F	-627.08
Deposit	05/15/2026	Deposit	-3,166.42
Deposit	05/18/2026	ACH M	-155.53
Deposit	05/19/2026	ACH F	-322.95
Deposit	05/19/2026	ACH M	-155.53
Deposit	05/20/2026	ACH M	-950.54
Deposit	05/20/2026	ACH F	-167.42
Deposit	05/21/2026	ACH M	-677.23
Deposit	05/22/2026	ACH M	-450.31
Deposit	05/22/2026	Deposit	-27,394.10
Deposit	05/22/2026	Deposit	-920.21
Deposit	05/22/2026	DEPOSIT OVERAGE	-1.00
Deposit	05/26/2026	ACH F	-738.27
Deposit	05/26/2026	ACH M	-356.23
Deposit	05/26/2026	ACH F	-203.07
Deposit	05/26/2026	ACH M	-150.77
Deposit	05/27/2026	ACH M	-2,379.58
Deposit	05/27/2026	ACH F	-2,571.18
Deposit	05/28/2026	ACH M	-322.63
Deposit	05/28/2026	ACH F	-458.47
Deposit	05/28/2026	Deposit	-19,288.46
Deposit	05/28/2026	OVER DEPOSIT	-0.13
Deposit	05/28/2026	Deposit	-697.07
Deposit	05/29/2026	ACH M	-655.23
Deposit	05/29/2026	Deposit	-4,824.28
Total 1300 · Accounts Receivable			-118,131.72
TOTAL			**-118,131.72**

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Redway Community Services District
A/P Aging Summary
As of May 31, 2026

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Calpers	11,887.65	0.00	0.00	0.00	0.00	11,887.65
David Katz	900.00	0.00	0.00	0.00	0.00	900.00
Frontier	826.73	0.00	0.00	0.00	0.00	826.73
GHD Inc	7,112.70	0.00	16,211.77	0.00	0.00	23,324.47
Mercer-Fraser	0.00	0.00	50,320.48	0.00	0.00	50,320.48
Pacific Gas & Electric	4,233.89	4,985.81	0.00	0.00	0.00	9,219.70
Parkinson Building Materials	0.00	0.00	0.00	0.00	-100.00	-100.00
Randall Sand & Gravel	0.00	4,367.24	0.00	0.00	0.00	4,367.24
Sunbelt Rentals	2,022.98	0.00	0.00	0.00	0.00	2,022.98
Thrifty Supply Co.	8,454.66	0.00	0.00	0.00	0.00	8,454.66
TOTAL	**35,438.61**	**9,353.05**	**66,532.25**	**0.00**	**-100.00**	**111,223.91**

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Past Due List Status

Past Due Status as of 05-31-2026	amount
Number of accounts on the past due list	(52+32)=84
The Average Bill	$724.03
The Median Bill	$404.96
Low Balance at 90 days	$337.10
High Balance at 90 days	$4,871.77
Current balance Past Due List(30,60,90)	$80,546.98
Current Balance of at 90 days	$30,045.73
Addresses currently off	22
Past Due Status as of 4-30-2026	**amount**
Number of accounts on the past due list	(56+34)=90
The Average Bill	$1,112.31
The Median Bill	$761.91
Low Balance at 90 days	$6.58
High Balance at 90 days	$4,837.77
Current balance Past Due List(30,60,90)	$79,519.64
Current Balance of at 90 days	$32,520.81
Addresses currently off	22

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To: RCSD Board of Directors

Office Manager's Memo June 17th, 2026

Online Payment processing. For the month of May, we had 89 transactions with a total of $17,821.07, and 36 of the m were ACH payments. In April, we had **115** transactions with a total of **$24,616.35**, and **45** of them 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.

Water Ordinance Appendix B. We have been instructed to begin revisions, no update as of 6/10/2026.

Profit to Loss. Fiscal 2025/2026. July 1st to May 31st, is **92%** of the Fiscal year. Income was **$1,402,997** which is **81%** of operational funding of **$1,732,453**. Expenses through March 31st totaled **$1,348,574** which is **88%** 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 May was **$80,546.98**. In April was **$79,520**. March was **$70,467.26**. February amounted to **$81,475.99**. 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**.

Savings Accounts with County. All accounts are reconciled to March 31st, 2026. WSLF and SEF Sewer are caught up with deposits up to January 31st, 2026. The county has made a few mistakes in recording deposits, and I am waiting for the corrected sheets for future statements. Money billed in the first month. They are collected in month two and they are disbursed into the savings accounts in month three.

Rate Increase. The time is near when we raise the rate for **RCSD** per the rate study we had performed in **2023**. A 10% increase across the board is what was recommended by the engineers who performed the rate study for fiscal year 2026-2027. A final rate increase of 10% for the water side and 8% for the sewer side is slated for the following fiscal year (2027-2028). This completes the proposals set forth by SUSP, the engineering group that performed the rate study.

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 REWSSP. 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. After the construction is complete and we have received and dispersed the final grant money, we will wait for thirty days before submitting the last payment to Mercer Fraser. We need to be sure that the subcontractors have been paid and there are no outstanding invoices or disputes.

Personnel Policy. Has been updated per the boards request, and is now complete.

Tax Roll. We have started the process. 29 properties were sent the initial form indicating what is past due via certified mail on May 1st. We sent these letters to the property owners. On 5th of June a final letter was sent to the properties (23) that have not brought their account out of arrearage, these are the 45-day notice of the Public Hearing which should be held on July 29th. These final letters will have the service fee attached for the process we have to go through to get past due bills paid, $222.00 is the fee for this Tax Roll exercise. We are quicker than last year but not as quick as I would have hoped for. I would like to accomplish two things tonight. **One, get the**

date set for the Public Hearing (July 29th). Two, change the date of our RBM in July to the 22nd of July (the 15th is too soon to get all the data together for the Financials, 7 business days).

High Usage Properties. I reached out to the property owners of the trailer parks and sent them a letter discussing the situation, it included ways to determine where constant use might be. It also gave names of state organizations that might be able to help them with technical assistance and in some cases grants to combat the problem. Regardless of the average HCF used 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. I anticipate drought like conditions for the foreseeable future, (trends).

Respectfully,

Glenn Gradin

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

GENERAL MANAGER REPORT

June 2026

Board of Directors,

The following report provides a summary of District work, project updates, water supply conditions, staffing items, funding work, and general operations during the past month.

1. Place of Use (POU) / Water Rights Coordination

The District continues to work on the Place of Use (POU), Extension of Time, and Instream Dedication Project with LACO Associates, 4Js Consulting, the State Water Resources Control Board, and the California Department of Fish and Wildlife (CDFW).

The main item still pending is the CDFW request for more CEQA information on possible future development, future water demand, and possible effects on South Fork Eel River low-flow conditions during dry years. This remains the main issue that needs to be addressed before the District can move the project to the next step.

District staff emailed LACO on June 8, 2026 to request a project status update. Staff is waiting for a written response from LACO. The District expects the response to include the remaining CEQA work needed, the expected cost, and the timeline for finishing the review and preparing the next Board materials.

This project remains important because it will clean up the District water rights records and place-of-use map so they match the areas the District has served for many years, including the Meadows Business Park. Once the POU work is complete, the District will be in a better position to update related water planning documents and move forward with conservation ordinance updates.

2. Water Supply and Conservation

As of June 8, 2026, the USGS South Fork Eel River Miranda Gauge was reading about 126 cubic feet per second (CFS), with a gage height of about 6.69 feet. The current flow is below the historical median and mean for this date, so staff will continue watching conditions closely as the river drops into the summer season.

For comparison, this time last year we were at 70 CFS, just to continue to remind us of how dynamic our South Fork of the Eel River can be and is. Soon we will be going into Voluntary Water Conservation soon I suspect.

The District already has a strong water conservation ordinance. The ordinance is built around staged conservation actions tied to river conditions, system demand, and emergency supply needs. Stage 1 can begin when flows fall below 25 CFS at the Miranda Gauge, Stage 2 can begin when flows fall below 20 CFS, and Stage 3 can begin when flows fall below 10 CFS.

Staff also now has Automated Meter Infrastructure (AMI), which gives the District much better information on customer use, leaks, and possible conservation problems. Once the POU project is complete and the District has the updated map in place, staff plans to review the conservation ordinance and bring back any needed updates for Board discussion.

3. Spring Restoration Project

The Redway Spring Restoration Project remains an active funding and planning item. Staff continue to frame this project around returning the old spring site back to nature, removing obsolete infrastructure, reducing sediment risk, improving slope stability, and protecting cold-water input to the South Fork Eel River.

I spoke with Adona White last week regarding possible funding paths. She continues to receive positive feedback from meetings she is attending with Region. The current feedback is that funding may be available for temperature reduction projects, which fit part of this project well.

The culvert portion of the project may be harder to fund under the same path. Based on that discussion, staff will work on separating the project into two clear cost items: one for spring restoration and temperature benefit work, and one for the culvert work. Staff do not plan to drop the culvert item, but separating the costs will make the project easier to discuss with possible funders.

Possible funding paths remain the CDFW Cannabis Restoration Grant Program and Caltrans TMDL-related funding. Staff understands that the County has tried for Cannabis Restoration funding without success, so the District will need to keep the scope clear, practical, and tied closely to water quality and temperature benefits. Update 6/11/2026, Adona White continues to speak on our behalf, and her and I continue to work together on this and after her most recent office visit with the State, I was informed that Redway CSD has a placeholder and can use a separated temperature proposal. What that means is that this project turns into a temperature reduction project, and I will have to separate the cost of the two, which is the culvert replacement or rehab, and then the other side of the project is temperature which includes demolishing, grading, security removal, etc. This is great news for several reasons.

4. Staffing, Certifications, and Operator Coverage

Staff performance evaluations have been completed. This is an important part of keeping job expectations clear and making sure staff understand their duties, training needs, and long-term goals. This helps keep staff expectations clear, supports training, and gives the District better records for future planning.

The District no longer uses a single Chief Plant Operator model for the surface water treatment plant in the same way it did before. The District is moving toward Competent Operators in Charge (COICs) for surface water treatment operations. This better reflects how the plant is actually staffed and operated.

The District has also updated how it thinks about minimum operator qualifications for future hires. For water and distribution positions, the minimum is Treatment Grade 2 (T2) and Distribution Grade 2 (D2). For OIT wastewater hiring, the District also expects water and distribution knowledge because staff often support more than one part of District operations.

If the District is hiring for a Wastewater Grade 2 shift operator, the expected qualifications would include T2, D2, and Wastewater Treatment Grade 2. If the District is hiring for a Wastewater Chief Plant Operator, the expected qualifications would include T2, D2, and Wastewater Treatment Grade 3 at the time of appointment. Thos are the three possible wastewater positions for RCSD. We are very much cleaned up and have a clear path forward for our positions with the services District.

5. Wastewater Funding and Operational Status

The District has not yet received a final response from the State Water Board Division of Financial Assistance regarding the wastewater funding request. Staff will continue tracking the application and will report back when there is a clear update.

The wastewater project remains a major District need. The project is needed to address the fact that we have zero redundancies, wet-weather hydraulic loading, inflow and infiltration, aging infrastructure, treatment plant limits, solids handling, collection system defects, and long-term permit compliance. Staff will continue to make the case for 100 percent grant funding because the District cannot reasonably carry a large local match without placing too much burden on ratepayers.

District staff continue to manage wastewater operations while also training a new operator, improving records, tracking compliance items, and working on corrective actions. This work will remain a major focus for the District for the near future.

6. Water System Funding and FAAST Planning

Staff will soon return to the FAAST application process for the water-side needs. Current water-side planning remains focused on storage, treatment plant needs, meter and production tracking, distribution improvements, and long-term water supply reliability which means exploration well drilling, and then groundwater model management at that point, that is the whole idea, we need to supplement the Soth Fork of the Eel River.

At this time, staff attention is also focused on the Spring Restoration Project and the POU process because both items affect long-term water rights, conservation planning, and future funding conversations.

NOTE: The FASST program that I have been working in with GHD, is grant writing, which is what we have been doing myself, as well as GHD. This is a submittal process that we are doing now, it’s a portal system. I have had success in this system and will continue to use it as the State allows with our District WBKEY, and authorized pin’s. When there are other Specific grants released like the Small Community Drought relief program, where we had success with Natalie Arroyo’s help, which was more of a traditional way that they are getting away from. The reason that I am mentioning this is I don’t think that there is a need to attend a grant writing seminar we are doing just fine. Please see attached email chain from the DFA, Division of Financial Assistance, waste water unit

7. General Operations

General District operations continue across water treatment, water distribution, wastewater treatment, wastewater collection, customer service, regulatory work, and project planning. Staff continue to balance daily work with long-term planning, grant work, permit needs, and infrastructure repairs.

The District continues to focus on practical improvements that reduce long-term costs, improve reliability, and keep the system moving forward.

Cody Cox

General Manager / Operations Manager

Redway Community Services District

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LACO
lacoassociates.com

June 11, 2026

7009.04

Redway Community Services District (RCSD)
P.O. Box 40
Redway, California 95560

Attention: Cody Cox, General Manager

Subject: Response to RCSD Letter dated May 26, 2026
RCSD Place of Use / Extension of Time / Instream Dedication Project

Dear Cody Cox:

Thank you for your letter dated May 26, 2026, regarding the Redway Community Services District's (RCSD, District) Place of Use / Extension of Time / Instream Dedication Project (Project). The purpose of this letter is to provide a response to the specific requests included in the letter.

1) *Current status of revisions to the Final IS/ND and supporting CEQA materials.*
The Draft IS/ND is approximately 80% complete. The remaining effort would be focused on incorporating revisions based on comments received from the California Department of Fish and Wildlife (CDFW). Additionally, LACO anticipates Jennie Short and you may have additional comments to be addressed once they review the revised draft.

2) *Current status of coordination and communication with CDFW.*
It's LACO understanding the approach to responding to their comments was previously communicated by Jennie Short. A draft response was prepared by LACO and is awaiting review and approval by Jennie Short or you prior to responding to CDFW.

3) *Whether additional technical analysis, streamflow discussion, parcel analysis, or mitigation language is still anticipated.*
No additional technical analysis, parcel analysis or mitigation language is anticipated at this time. LACO understands Jennie Short will coordinate with the State Water Resources Control Board (SWRCB) to address their comments and provide amendments to the petitions, which may result in additional technical analysis or mitigation language.

4) *Whether LACO believes the revised CEQA package adequately addresses CDFW's concerns and protest conditions.*
LACO understands that a reduction in the potential parcels that may receive service in the future addresses CDFW concerns and protest conditions. LACO recommends further coordination with CDFW to get a confirmation of this understanding in writing.

5) *Expected timeframe for completion of remaining revisions and delivery of the Final IS/ND package.*
Once the Service Agreement Amendment is signed, LACO anticipates 10 – 15 business days will be needed to complete the Draft IS/ND and provide to you for review prior to circulation of the document.

6) *Expected timeframe for Board hearing support and preparation of final resolutions and hearing materials.*
LACO anticipates a Board hearing in September 2026.

The following noticing requirements will determine the anticipated hearing date:

- *Notice of Availability and Circulation at State Clearinghouse (30 calendar days)*
- *Response to Comments (5 business days)*
- *Hearing Notice per Brown Act (minimum 72 hours prior to Board hearing; the typical hearing notice for regular Board meetings will satisfy this requirement).*

7) *Any remaining items that RCSD staff should provide or assist with in order to keep the process moving efficiently.*
No additional information is needed at this time.

LACO appreciates the opportunity to provide additional information to the District. Continuing a successful, lengthy relationship with the District is important to LACO and we are looking forward to continuing to work with the District in the future. Please contact Meghan Ryan, Planning Director, at (707) 443-5054 or ryanm@lacoassociates.com with any questions or concerns regarding the project.

Sincerely,
LACO Associates

Meghan Ryan
Planning Director

CC: Jennie Short, 4JS Consulting

REQUEST FOR EXTENSION OF TIME
REDWAY EMERGENCY WATER SUPPLY AND STORAGE PROJECT

June 1, 2026

Alena Misaghi, PE
Senior Engineer, Water Resources DWR

Subject: Request for Extension of Time – Redway Emergency Water Supply and Storage Project

Dear Ms. Misaghi:

Redway Community Services District respectfully requests an extension of the Redway Emergency Water Supply and Storage Project sunset date from June 30, 2026, to September 16, 2026.

The primary reason for this request is the delayed delivery of a critical 10-inch check valve required for project completion. The manufacturer's current estimated delivery date is at the end of June 2026, which coincides with the existing project sunset date and leaves insufficient time for installation, testing, commissioning, and project closeout.

Additionally, the delay places the remaining project work into the summer low-flow season on the South Fork Eel River. Current streamflow conditions are already below 200 cubic feet per second (CFS), and flows are expected to continue declining as the summer progresses. Depending on streamflow conditions and operational requirements, the District may be required to reduce diversion and pumping rates (GPM) during this period. Reduced pumping rates would increase the time necessary to fill and test the new storage facilities and complete final operational verification activities associated with the project.

The District has diligently advanced all feasible project components and remains committed to completing the remaining work as expeditiously as possible. The requested extension through September 16, 2026, will provide adequate time to receive the delayed equipment, complete installation and testing, accommodate potential low-flow operational constraints, and successfully close out the project.

Thank you for your consideration of this request. We respectfully request approval of the proposed extension.

Sincerely,

Cody Cox

General Manager

Redway Community Services District

Redway CSD WW Improvements Project

Email Conversation Record for Board Review

To	Redway Community Services District Board of Directors
From	Cody Cox, General Manager / Operations Manager / WWTP CPO
Department	General Management / Wastewater Operations
Subject	SWRCB Division of Financial Assistance - Redway CSD WW Improvements Project Correspondence
Source	Email thread dated June 9-10, 2026, regarding project priority, FAAST documentation, and funding review.

Purpose: This record presents the actual email back-and-forth in chronological order, with email platform graphics, icons, repeated confidentiality banners, and social media symbols removed. The substance of the conversation has been preserved for Board review.

Email 1 - Tuesday, June 9, 2026, 3:22 PM

From	Joshua Fegurgur, P.E., Water Resource Control Engineer, SWRCB Division of Financial Assistance
To	Taylor Bell, GHD
Cc	Azad Kavoosi, GHD; Jack Sutton, GHD; Cody Cox, Redway CSD; Jody Hack, Waterboards; Gurleen Bhatia, Waterboards
Subject	RE: Redway CSD WW Improvements Project

Message

Hello Taylor,

Thank you for your patience, and my apologies for the delayed response. I have taken time to thoroughly review the project documents and, at this point, I did not identify any active enforcement actions or notices of violation for Redway CSD. If this is indeed the case, the project will be classified as a secondary priority project. This status makes it potentially eligible for a funding package consisting of 50% loan and 50% grant, with the maximum grant or principal forgiveness of up to $7.5 million for construction funding. There is also a cap of $30,000 per connection, as outlined in the Draft FY 26-27 Intended Use Plan, which is pending Board adoption on July 7, 2027.

If Redway CSD wishes to move forward with pursuing this combination of loan and grant funding, several documents will be required to satisfy loan requirements. These include audited financial statements for 2025 and likely for 2026 once they become available (F1), budget projections for 2027 and 2028 (F2), a reimbursement resolution (F4), and an approved, signed authorizing resolution or ordinance (F5a). Please note that DFA cannot enter into a funding agreement without the F5a documentation. Additionally, a debt management policy (F8) will be needed. If the project intends to use a CWSRF loan to cover the remaining 50% of costs, environmental review may require federal consultation documents.

If there are any enforcement actions or violations that we may not be aware of, please let me know as soon as possible. I also plan to conduct a more comprehensive review of the project report and will share any comments or recommendations once that is completed by Friday, June 12. Also please be aware that in the draft Intended Use Plan, complete application packages received by September 30 will have another opportunity to be considered for the updated fundable list during the fall review of the current fiscal year.

Please feel free to reach out if you have questions or need clarification on any of these items. I appreciate your engagement and look forward to supporting you through the next steps.

Sincerely,
Joshua Fegurgur, P.E.
Water Resource Control Engineer
Division of Financial Assistance
Loans and Grants | Bonds Section, Small Community Wastewater Unit

Email 2 - Tuesday, June 9, 2026, 4:19 PM

From	Jack Sutton, Senior Project Engineer, GHD
To	Joshua Fegurgur, SWRCB; Taylor Bell, GHD
Cc	Azad Kavoosi, GHD; Cody Cox, Redway CSD; Jody Hack, Waterboards; Gurleen Bhatia, Waterboards
Subject	RE: Redway CSD WW Improvements Project

Message

Hi Joshua,

Was the following text from the GHD Engineering report addendum considered in the SWRCB's determination of project priority?

This project is considered a high priority to protect the health of the Redway CSD community and the surrounding environment. The following issues at the plant necessitate upgrades:

- Lack of plant hydraulic capacity to accommodate and treat incoming wastewater, particularly during the wet months of the year, translates to solids carryover through the process, which is causing effluent non-compliance. Refer to Appendix A for a letter from Redway CSD that describes the non-compliance during two wet weather events in 2025/2026. These led to Total Coliform non-compliance on 12-31-2025, 01-07-2026, and 03-02-2026. Redway CSD notes that storms over the winter months are becoming longer, which makes it difficult to maintain plant effluent compliance.
- Anoxic selector, to select a proper group of microorganisms, and to balance flows to the oxidation ditch to reduce solids carryover.
- Secondary clarifier retrofits and RAS pump upgrades. More secondary clarification capacity is required to handle wet weather flows.
- As a result of needing more secondary clarification capacity, the solids thickener needs to be converted to a clarifier. As a result of losing the solids thickening system to a clarifier retrofit, thickening needs to be provided elsewhere. This has been provided in the form of a WAS storage tank and dewatering system.
- Effluent pump upgrades are required so that the plant can pump out the inflows coming to the plant to the exfiltration basins, else the frequency of direct overflows to the Eel River will increase.

- A mechanical inlet works to remove screenings and grit. Currently the RAS pumps choke up with rags due to insufficient screening capability. This impacts the ability of the clarifiers to remove solids and leads to TSS carryover and consequent bacteriological non-compliances.
- Lack of reliable solids handling capability. Solids treatment is hindered by the drying beds, which are uncovered. During the wet portions of the year, the solids cannot be efficiently dewatered and transported off-site. As a result, solids build up through the process, which hinders the treatment ability of the liquid portion of the plant as the solids retention time is impacted. Consequently, the plant has had a number of nitrate non-compliances.
- A mechanical inlet works to remove screenings and grit, so these solids do not deposit throughout the process.
- A mechanical dewatering screw press to enable dewatering irrespective of climatic conditions.
- A solid stockpiling greenhouse to prevent the dewatered solids from being rewetted.
- A new scum pump station to remove scum and other floatable material from the liquid stream of the process to the biosolids.
- Unreliable effluent removal. During Q4 2025 there were three effluent violations associated with nitrates. In addition to improving handling of TSS in the liquid and solids streams at the plant, additional upgrades are required to improve nitrogen removal control with the intent of giving operators more flexibility in how they control the plant to meet effluent compliance.
- A selector after the mechanical inlet works to balance flows and optimize nitrogen removal.
- New oxidation ditch aeration systems and control via DO sensors to enable better control of nitrification/denitrification within the ditch.
- Lack of redundancy. The Redway plant is aging, with many critical plant components nearing end of life; replacement and additional redundancy are required to prevent a prolonged period of non-compliance occurring when an asset with zero redundancy fails.
- Retrofit to convert the existing sludge holding tank to an additional secondary clarifier, which provides redundancy for repairs in the dry season but also allows sufficient process capacity during wet weather to prevent non-compliance.
- Oxidation ditch aeration systems: currently, there is only one brush that requires repairs; additional redundant floating aerators are recommended to maintain plant compliance and redundancy.

To manage current NPDES compliance issues associated with insufficient plant capacity, as well as future critically non-compliant events associated with a lack of redundancy and a lack of effective solids handling capacity, Redway CSD and GHD need the State Water Resources Control Board to reconsider the project priority so that these essential capital upgrades can be funded with 100% grant funding to rectify current non-compliance issues and prevent severe non-compliant events in the near future.

Violation ID	Violation Date	Violation Type	Description
1152829	12/09/2025	Category 1 Pollutant - Effluent Violation for Group 1 Pollutant	Nitrate, Total (as N) Maximum Daily (MDEL) limit is 10.0 mg/L and reported value was 23 mg/L at EFF-002.
1152828	11/14/2025	Category 1 Pollutant - Effluent Violation for Group 1 Pollutant	Nitrate, Total (as N) Maximum Daily (MDEL) limit is 10.0 mg/L and reported value was 15 mg/L at EFF-002.
1152827	10/14/2025	Category 1 Pollutant - Effluent Violation for Group 1 Pollutant	Nitrate, Total (as N) Maximum Daily (MDEL) limit is 10.0 mg/L and reported value was 25

			mg/L at EFF-002.
1152826	12/31/2025	Other Effluent Violation	Total Coliform Monthly Median limit is 23 MPN/100 mL and reported value was 31 MPN/100 mL at EFF-002.

Thanks,
Jack

Jack Sutton
Senior Project Engineer
Service Line Coordinator - Wastewater Treatment & Recycling, Americas
GHD

Email 3 - Tuesday, June 9, 2026, 5:08 PM

From	Cody Cox, CPO, Redway CSD
To	Joshua Fegurgur, SWRCB; Taylor Bell, GHD
Cc	Azad Kavoosi, GHD; Jack Sutton, GHD; Jody Hack, Waterboards; Gurleen Bhatia, Waterboards
Subject	Re: Redway CSD WW Improvements Project

Message

That is not the case. We have had, I believe, six violations since August 2024. It is unreal to us here at the District that this is not considered high priority. We do not even have a headworks. Our case manager mentioned that it is the worst he has seen in the County. We have one brush in the oxidation ditch and zero redundancies throughout the entire plant. I could go further.

Wanting to make sure that this is known again.

Thank you,

Cody Cox
CPO
RCSD

Email 4 - Wednesday, June 10, 2026, 7:18 AM

From	Joshua Fegurgur, P.E., SWRCB Division of Financial Assistance
To	Jack Sutton, GHD; Taylor Bell, GHD
Cc	Azad Kavoosi, GHD; Cody Cox, Redway CSD; Jody Hack, Waterboards; Gurleen Bhatia, Waterboards
Subject	RE: Redway CSD WW Improvements Project

Message

Hello Cody and Jack,

Thank you both for taking the time to highlight these critical points regarding the Redway CSD WW Improvements Project. I genuinely appreciate your dedication and thorough attention to detail, especially since I was not previously aware of some of these issues. Having all the relevant information on hand is invaluable as we continue our review and planning.

To ensure we have the most accurate and comprehensive documentation, I wanted to ask whether there have been any violation letters or similar communications received from the Regional Water Quality Control Board that specifically document these violations. If so, it would be very helpful to have those uploaded to FAAST as part of the project record.

Additionally, attached is the Addendum document that was uploaded to FAAST; however, it appears I currently do not have access to the complete updated addendum. As mentioned previously, I plan to conduct a more comprehensive review of all documents submitted so that we can properly assess the project's priority, so having the full addendum uploaded would be greatly appreciated.

During a quick search, I also came across NPDES Permit R1-2023-0004, which notes that Permit R1-2107-0006 has been rescinded. To make sure our records are accurate and up to date, could you please upload a copy of the latest NPDES Permit to FAAST? This will help streamline our review process and ensure that the project's priority determination is based on the most recent information. Also, were the new requirements highlighted in your recent addendum? If so, please confirm or clarify, as it would help us align our review with the most current project needs.

If you would like to discuss these items further, I am available today between 1 and 3 PM, tomorrow (6/11) between 10 AM and 2:30 PM, and Friday (6/12) between 9 AM and 11 AM or 1-2 PM. Please let me know what works best for you, or if you have any questions or need further clarification.

Thank you again for bringing these matters to my attention. I look forward to your response and collaborating to move the project forward.

Best regards,
Joshua Fegurgur, P.E.
Water Resource Control Engineer
Division of Financial Assistance
Loans and Grants | Bonds Section, Small Community Wastewater Unit

Email 5 - Wednesday, June 10, 2026, 10:27 AM

From	Jack Sutton, Senior Project Engineer, GHD
To	Joshua Fegurgur, SWRCB; Taylor Bell, GHD
Cc	Azad Kavoosi, GHD; Cody Cox, Redway CSD; Jody Hack, Waterboards; Gurleen Bhatia, Waterboards
Subject	RE: Redway CSD WW Improvements Project

Message

Joshua,

My sincerest apologies - there appears to have been an error during the FAAST upload process resulting in the full addendum not being uploaded. GHD has uploaded the complete report addendum titled "T01b - Engineering Report Addendum V2" and it is the latest attachment in our Post-Submission attachments.

Perhaps you could review this addendum and provide comments as to whether this provides sufficient evidence to consider project re-prioritization.

In the interim, GHD will work with the District to upload other violation letters or communications received from the Regional Water Quality Control Board.

Once we have uploaded these items, let us plan to meet and discuss the project.

Best regards,
Jack

Jack Sutton
Senior Project Engineer
Service Line Coordinator - Wastewater Treatment & Recycling, Americas
GHD

Email 6 - Wednesday, June 10, 2026, 1:41 PM

From	Cody Cox, General Manager / Operations Manager / WWTP CPO, Redway CSD
To	Joshua Fegurgur, SWRCB
Cc	Jack Sutton, GHD; Arthur McClure
Subject	Redway CSD WW Improvements Project

Message

Thank you Joshua. I apologize as well for the email yesterday. I just spoke with my case manager in an email for our wastewater plant, and he said that he has not had the time to get an official enforcement letter out to Redway CSD in the mail yet regarding the winter violations for 2025. He did mention that he was going to ask management if he could prioritize this item in his workload to ensure that it does not impede DFA efforts, and he said he also mentioned that Redway's request is significantly important to avoid unauthorized discharges.

Again, thank you Joshua, and my apologies again for yesterday's email.

Best Regards,

Cody Cox
General Manager / Op's Manager / WWTP CPO
Redway Community Services District
P. (707) 923-3101
E. cody@redwaycsd.org

Email 7 - Wednesday, June 10, 2026, 2:33 PM

From	Joshua Fegurgur, P.E., SWRCB Division of Financial Assistance
To	Cody Cox, Redway CSD; Jack Sutton, GHD
Cc	Arthur McClure; Taylor Bell, GHD; Azad Kavoosi, GHD; Jody Hack, Waterboards

Subject RE: Redway CSD WW Improvements Project

Message

Good afternoon All,

I would like to begin by offering my sincere apologies for any previous misunderstanding regarding the urgency associated with the Redway CSD WW Improvements Project. At the time, my assessment was based on limited information, and I am grateful for the diligent efforts from everyone in compiling such comprehensive documentation. Jack, thank you for ensuring the complete project report addendum was uploaded to FAAST. Having access to the full addendum, alongside all other submitted application materials, has enabled a far more robust review.

To facilitate continued progress, I wish to share several comments and outline the subsequent steps. Here is the list of my comments:

1. T1 - Project Report: the initial submission appears to meet requirements; however, please ensure the addendum is PE stamped and that a certified copy is uploaded to FAAST. This is necessary for maintaining accurate project records.
2. T2C - Certification for Fiscal Sustainability Plan: kindly update the relevant field with the expected date for developing and implementing the plan at your earliest opportunity.
3. F1 - Audited Financials: please upload the 2025 audited financials. As specified in the application instructions, reports from the preceding three years are required, so assembling these documents will expedite the review process.
4. I would also like to recap the submission of any District violation letters or communications received from the Regional Water Quality Control Board, should they be available. These documents are essential for assessment and project prioritization. I have also contacted colleagues at the Regional Water Quality Control Board for additional input.
5. Regarding the Project Report, could you please confirm that the four alternatives identified are: (1) No Project, (2) Establish intertie and Mutual Service Agreement with Garberville, CA, (3) Collection System Improvements, and (4) WWTF Improvements? If possible, please clarify whether there are estimated costs or financial impacts associated with the No Project and Intertie alternatives, such as penalties, connection costs, or legal fees for connecting to Garberville. This information is critical for understanding the comprehensive scope and implications of each alternative.
6. Please confirm that the design dry weather flow is 155 gpm and the design wet weather flow is 1056 gpm, as these figures are integral to several technical checks.
7. I noticed the 2020 census lists the population as 1,247, and the report projects a 2050 population of 2,615. Please verify these numbers for our records, and confirm that the anticipated useful life of the project post-construction is 20 years.

Once these comments have been addressed and the supporting documents uploaded to FAAST, we will conduct a final review to determine if the application is complete and eligible for inclusion in the Intended Use Plan Fundable List, consistent with the Intended Use Plan language.

Finally, I would like to underscore that, given the District's current challenges and their impact on water quality, our preliminary evaluation suggests the project may meet the criteria for priority status. According to the Draft FY26-27 Intended Use Plan: "SCWW Priority Projects are projects that address violations of waste discharge requirements or National Pollutant Discharge Elimination System (NPDES) permits, and projects that connect previously unsewered areas or join communities to regionalize wastewater treatment works are considered priority for grant/PF funding. These Priority Projects that have a complete application have been included on the Fundable List." The official priority classification remains pending as we continue to review violation documentation and coordinate with the Regional Water Quality Control Board.

Thank you for your ongoing collaboration and responsiveness. Please do not hesitate to contact me with any questions, or if you wish to schedule a call to discuss these matters further.

Best regards,
Joshua Fegurgur, P.E.
Water Resource Control Engineer
Division of Financial Assistance
Loans and Grants | Bonds Section, Small Community Wastewater Unit

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

Customer CARE Program. Our Attorney has examined our documents and compared them to other districts. We are correct in our assumption about what money is available for such discount (property tax revenue), we developed our set of criteria, the information required and who is eligible. Attached is the version for board approval.

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REDWAY COMMUNITY SERVICES DISTRICT

P.O. Box 40, Redway, CA 95560 | Phone: 707-923-3101 x3 | redwaycsd@gmail.com

Customer Assistance Program (CAP) Application

Redway Community Services District is pleased to offer a Customer Assistance Program (CAP) to eligible residential water customers. Approved applicants will receive a **$15.00 monthly credit** on their water bill, subject to continued eligibility and available program funding.

Basic Eligibility Requirements

- Be a residential water customer of Redway Community Services District;
- Live at the service address receiving the CAP credit;
- Qualify under Tier 1 or Tier 2 below;
- Keep the account current or actively comply with a District-approved payment arrangement; and
- Renew eligibility annually as required by the District.

Eligibility Tiers

Tier 1 - Enrollment in an Approved Assistance Program

Applicants may qualify by providing proof of current enrollment in the California Alternative Rates for Energy (CARE) program or another assistance program approved by the District. Acceptable proof may include a current utility bill showing CARE enrollment, an approval letter, or other documentation accepted by the District.

Tier 2 - Household Income Qualification

Applicants who are not enrolled in CARE or another approved assistance program may qualify by providing household income documentation. Household income must be at or below the current income limits used by the CARE program, or other income limits adopted by the District.

Income Requirement

For applicants applying under Tier 2, eligibility is based on household size and total household income. Household size means the total number of people living at the service address. Household income means the combined income of all adult household members before taxes, unless otherwise determined by the District. The District may request documentation to verify household size, income, and residency.

Required Documents

Please submit copies of the documents that apply to your application:

- Proof of current enrollment in CARE or another District-approved assistance program

OR

- Proof of household income for all adult household members

Additional documents, if applicable:

- Proof of residency at the service address
- Copy of current utility bill showing CARE enrollment
- Rental agreement, lease, or owner certification if the applicant is a tenant
- Other documentation requested by the District

Applicant Information

Applicant Name	______________________________
RCSD Account Number	______________________________
Service Address	______________________________
Mailing Address, if different	______________________________
Phone Number	______________________________
Email Address	______________________________
Number of people living in household	____________
Are you the account holder?	☐ Yes ☐ No

Do you live at the service address listed above?	☐ Yes ☐ No
Is this account for residential water service?	☐ Yes ☐ No
Are you a tenant?	☐ Yes ☐ No

Eligibility Selection

☐ Tier 1 - Enrollment in an Approved Assistance Program

I am currently enrolled in CARE or another District-approved assistance program and have attached proof of enrollment.

Name of assistance program: ____

☐ Tier 2 - Household Income Qualification

I am applying based on household income and have attached income documentation for all adult household members.

Household size: ____________________ Total household income: $________________ per ☐ month ☐ year

Account Status Requirement

To receive and continue receiving the monthly CAP credit, the customer's account must be current or the customer must be actively complying with a District-approved payment arrangement.

Tenant Applicants

Tenants may apply for the Customer Assistance Program (CAP) if they live at the service address and are responsible for paying the water bill. Tenant applicants may be required to provide a rental agreement, lease, property owner certification, or other documentation accepted by the District showing responsibility for the water bill.

Property Owner / Manager Certification for Tenant Applicants

This section must be completed if the applicant is a tenant and the District needs verification that the tenant resides at the service address and is responsible for paying the water bill.

Property Owner / Manager Name	____
Phone Number	____
Email Address	____
Property Address	____
Tenant Name	____
RCSD Account Number, if known	____

I certify that the tenant named above resides at the property listed above and is responsible for paying the water bill for this service address.

Owner / Manager Signature	____
Printed Name	____
Date	____

Applicant Certification

I certify that the information provided in this application is true and correct to the best of my knowledge. I understand that Redway Community Services District may verify the information provided and may request additional documentation before approving or continuing the CAP credit.

I agree to notify the District if my household income, household size, residency, account status, or eligibility changes. I understand that providing false or incomplete information may result in denial, suspension, or termination of the CAP credit.

Applicant Signature	____
Printed Name	____
Date	____

Application Review and Credit Start Date

The District may require up to 60 days to review a complete CAP application and verify eligibility. If approved, the $15.00 monthly CAP credit will begin with the next available billing cycle after approval. Credits will not be applied retroactively unless approved by the District.

Program Year and Annual Renewal

CAP approval is valid for the calendar year in which the application is approved, unless suspended or terminated earlier under District policy. Approved customers must renew CAP eligibility each year by submitting a new application or updated documentation as required by the District. The CAP credit does not automatically continue into the next calendar year without renewal approval.

Program Funding and Availability

The Customer Assistance Program (CAP) is funded from District water tax revenue and is subject to available annual program funding. The District has established annual program funding of up to $5,000 per calendar year, which is estimated to provide assistance for approximately 27 approved applicants. Applications may be approved on a first-come, first-served basis, subject to eligibility, available funding, and District approval.

First-Come, First-Served Approval

Eligible applications will be reviewed in the order received. CAP credits are approved on a first-come, first-served basis, subject to eligibility, complete documentation, available program funding, and District approval.

Waiting List

If annual CAP funding is fully committed, eligible applicants may be placed on a waiting list. Placement on the waiting list does not guarantee approval. CAP credits may be approved if funding becomes available, subject to eligibility, complete documentation, and District approval.

Incomplete Applications and Denials

If an application is incomplete or additional information is needed, the District may contact the applicant and request the missing documentation. Applications may be denied if the applicant does not meet the eligibility requirements, does not provide required documentation, does not live at the service address, is not responsible for the water bill, or does not meet the account status requirement. Applicants will be notified if the application is denied or if additional information is required.

Reconsideration of Denial

If a CAP application is denied, the applicant may request reconsideration by submitting additional information or documentation to the District. A request for reconsideration must be submitted within 30 days of the denial notice. The District will review the additional information and make a final determination based on program eligibility, available funding, and District policy.

False or Incomplete Information

The District may deny, suspend, or terminate the CAP credit if an applicant provides false, incomplete, outdated, or misleading information, or if the applicant no longer meets program requirements. The District may also require repayment of credits received if the customer was not eligible for the assistance provided.

Program Changes

The Customer Assistance Program (CAP) is subject to available funding, District policy, and Board direction. The District may modify, suspend, or discontinue the program, eligibility requirements, credit amount, funding level, or application procedures at any time. Approval for CAP assistance does not guarantee future approval or continued assistance beyond the approved program year.

Privacy and Confidentiality

Information submitted with a CAP application will be used by the District to review eligibility, administer the program, and maintain required program records. The District will make reasonable efforts to protect personal and financial information submitted by applicants. Application materials may be retained in District records and may be reviewed by authorized District staff, auditors, legal counsel, or other authorized representatives as needed for program administration or compliance.

How to Submit Your Application

Completed CAP applications and required documentation may be submitted to Redway Community Services District by mail, in person, or by email.

Redway Community Services District	
Address	PO Box 40, Redway, CA 95560
Phone	707-923-3101 x3
Email	redwaycsd@gmail.com
Office Hours	Monday through Thursday, 9:00 a.m. to 5:00 p.m.

Please contact the District office if you have questions about the application, required documents, or program eligibility.

For Office Use Only - District Review / Approval

Date Received	______________________________
Application Complete	☐ Yes ☐ No
Eligibility Tier Verified	☐ Tier 1 - Approved Assistance Program ☐ Tier 2 - Household Income Qualification
Documentation Reviewed	☐ Proof of CARE or approved assistance program ☐ Income documentation ☐ Proof of residency ☐ Tenant / owner certification, if applicable ☐ Account status verified ☐ Payment arrangement verified, if applicable
Account Status	☐ Current ☐ Past due - approved payment arrangement in place ☐ Past due - no approved payment arrangement
Application Decision	☐ Approved ☐ Denied ☐ Pending additional information
Monthly CAP Credit	$15.00
Effective Date	______________________________
Reviewed By	______________________________
Notes	

Draft for District review. Final adoption and administration subject to Board direction and District policy.

HUMBOLDT
Local Agency Formation Commission
670 9th Street, Suite 202, Arcata, CA 95521
(707) 445-7508 / (707) 825-9181 fax
www.humboldtlafco.org

Date: May 8, 2026

To: Board of Directors of Independent Special Districts

From: Colette Santsche, Executive Officer

Subject: OFFICIAL BALLOT – Independent Special District Election

The term of office for one (1) regular and one (1) alternate special district member on LAFCo expires on June 30, 2026. All terms are four years and end on June 30. There are no term limits.

Current Special District Terms

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

The basic process for selecting special district members to LAFCo is set forth in Government Code Section 56332, which provides for a meeting to be convened among representatives from each of the 48 independent special districts in Humboldt County, unless the Executive Officer determines that a meeting is not feasible. Based on Government Code Section 56332, it has been determined that a meeting of this "Independent Special District Selection Committee" for the purpose of selecting special district members is not feasible due to the likelihood that a quorum would not be achieved. As such, both the nominating process and the election itself will be conducted by mail on behalf of the Independent Special District Selection Committee by the LAFCo Executive Officer.

Previously, a request for nominations was sent on March 11, 2026, which provided the opportunity for the presiding officer of each independent special district to nominate candidates to fill the special district member vacancies. The nomination period ended on May 1, 2026.

Two nominations were received, both for the regular special district member seat. Enclosed is an official ballot for the regular special district member seat. **The candidate receiving the highest number of votes will serve as the regular special district member, and the candidate receiving the second-highest number of votes will serve as the alternate special district member.** Terms begin on July 1, 2026 and expire June 30, 2030.

Please mark selection directly onto the ballot, voting for no more than one (1) candidate. Formal board action to vote for a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm selections through action of their governing board. **Ballots must be returned to LAFCo, 670 9th Street, Suite 202, Arcata, CA 95521 or emailed to amber@humboldtlafco.org on or before 5:00 p.m. on June 26, 2026.**

Your district is encouraged to participate in this election process. For an election to be valid, at least a quorum of the special districts must submit valid ballots. There are 49 independent special districts, therefore a majority vote constitutes 25. Any nomination and ballot received by the Executive Officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the Executive Officer shall extend the date to submit ballots by 60 days and notify all districts of the extension.

Please contact LAFCo staff at amber@humboldtlafco.org (preferred) or call (707) 445-7508 with any questions.

Election Schedule

LAFCo call for nominations letter emailed & mailed	Wednesday, March 11, 2026
Nominations due to LAFCo	By 5:00 p.m., Friday, May 1, 2026
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 Community Services District
Briceland Community Services District
Carlotta Community Services District
Fieldbrook-Glendale Community Services District
Humboldt Community Services District
Loleta Community Services District
Manila Community Services District
McKinleyville Community Services District
Miranda Community Services District
Orick Community Services District
Orleans Community Services District
Palmer Creek Community Services District
Patrick Creek Community Services District
Peninsula Community Services District
Phillipsville Community Services District
Redway Community Services District
Riverside Community Services District
Scotia Community Services District
Weott Community Services District
Westhaven Community Services District
Willow Creek Community Services District

Alderpoint County Water District
Hydesville County Water District
Jacoby Creek County Water District
Humboldt Bay Municipal Water District
Garberville Sanitary District
Resort Improvement District No. 1

Arcata Fire Protection District
Blue Lake Fire Protection District
Briceland Fire Protection District
Bridgeville Fire Protection District
Ferndale Fire Protection District
Fruitland Ridge Fire Protection District
Garberville Fire Protection District
Humboldt No. 1 Fire Protection District
Kneeland Fire Protection District
Myers Flat Fire Protection District
Petrolia Fire Protection District
Redway Fire Protection District
Rio Dell Fire Protection District
Salmon Creek Fire Protection District
Telegraph Ridge Fire Protection District
Willow Creek Fire Protection District

Humboldt Bay Harbor, Recreation and Conservation District
Humboldt County Resource Conservation District
North Humboldt Recreation and Park District
Southern Humboldt Community Healthcare District
Fortuna Cemetery District
Petrolia Cemetery District

HUMBOLDT
Local Agency Formation Commission

OFFICIAL BALLOT
INDEPENDENT SPECIAL DISTRICT ELECTION
REGULAR MEMBER

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Formal board action to vote for a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm selections through action of their governing board.

The candidate with the highest number of votes will serve as the regular special district member and the candidate receiving the second-highest number of votes will serve as alternate special district member. Ballots must be returned to the LAFCo office at 670 9th Street, Suite 202, Arcata, CA 95521 or emailed to amber@humboldtlafco.org on or before 5:00 p.m. on June 26, 2026.

Please vote for one of the following candidates for REGULAR special district member:

☐ **MEGHAN RYAN**
District Affiliation: Manila Community Services District

☐ **DAVID COUCH**
District Affiliation: McKinleyville Community Services District

VOTING DISTRICT AUTHORIZATION

Name of Voting District: ______________________________

District Address: ______________________________

District Phone Number: ______________________________

Printed Name of Presiding Officer: ______________________________

Signature of Presiding Officer: ______________________________
(Signature Required[1]

[1] All ballots 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 Section56332(f), documentation of the designation (e.g., meeting minutes or minute order) may be included.

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

Little League and Youth Soccer fields. Attached is the preferred verbiage of the Water rate suspension conditions. The attorney had no issues after examining our documents. No special rate or discount may be applied. This aligns with prop 218. As long as it an existing rate structure, **Commercial A**.

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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 primarily for irrigation of athletic playing fields 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.

Articles of Agreement
California Water/Wastewater Agency Response Network
WARN 2007 Omnibus Mutual Assistance Agreement

This AGREEMENT is made and entered into by those water and wastewater utilities which have adopted and signed this agreement to provide mutual assistance in times of emergency in accordance with the California Emergency Services Act and the California Disaster and Civil Defense Master Mutual Aid Agreement; and to provide reimbursement for equipment, supplies and personnel made available on an emergency basis.

All of said water and wastewater utilities being herein referred to collectively as "the parties."

In consideration of the mutual covenants and agreements hereinafter set forth, the parties agree to provide mutual assistance to one another in times of emergency as follows:

ARTICLE I.
PURPOSE

Recognizing that emergencies may require assistance in the form of personnel, equipment, and supplies from outside the area of impact, the signatory utilities hereby establish an Intrastate Program for Mutual Aid and Assistance. Through the Mutual Aid and Assistance Program, Members coordinate response activities and share resources during emergencies. This Agreement sets forth the procedures and standards for the administration of the Intrastate Mutual Aid and Assistance Program and is available to all water and wastewater utilities, public and private, in the State of California.

ARTICLE II.
DEFINITIONS

A. ***Authorized Official*** – An employee or officer of a Member who is authorized to: (1) request assistance; (2) offer assistance; (3) refuse to offer assistance or (4) withdraw assistance under this.

B. ***Emergency*** – A natural or human caused event or circumstance causing, or imminently threatening to cause impact to the operations of a member utility's system, loss of life, injury to person or property, human suffering or financial loss, and includes, but is not limited to, fire, flood, severe weather, earthquake, civil disturbance, riot, explosion, drought, volcanic activity, spills or releases of oil or hazardous material, contamination, utility or transportation emergencies, disease, blight, infestation, intentional acts, sabotage, declaration of war, or other conditions which is, or is likely to be beyond the control of the services, personnel, equipment, and facilities of a Member and requires mutual assistance.

C. ***Member*** – Any public or private water or wastewater utility that manifests intent to participate in the Mutual Aid and Assistance Program by executing this, the California Water/Wastewater Agency Response Network (CalWARN) Agreement.

D. ***Associate Member*** – Any non utility participant, approved by the State Steering Committee, that provides a support role for the WARN program, for example State Department of Public

Health, or associations, who are members of the Regional or State Steering Committees and do not officially sign the WARN agreement.

E. ***Confidential Information*** - Any document shared with any signatory to this Agreement that is marked confidential, including but not limited to any map, report, notes, papers, opinion, or e-mail which relates to the system vulnerabilities of a Member or Associate Member.

F. ***Non-Responding Member*** - A Member that does not provide assistance during a Period of Assistance under the Mutual Aid and Assistance Program.

G. ***Requesting Member*** – A Member who requests assistance under the Mutual Aid and Assistance Program.

H. ***Responding Member*** – A Member that responds to a request for assistance under the Mutual Aid and Assistance Program.

I. ***Period of Assistance*** – A specified period of time when a Responding Member assists a Requesting Member. The period commences when personnel, equipment, or supplies depart from Responding Member's facility and ends when the resources return to their facility (portal to portal). All protections identified in the Agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an Emergency.

J. ***National Incident Management System*** (NIMS) - A national, standardized approach to incident management and response that sets uniform processes and procedures for emergency response operations.

K. ***Standardized Emergency Management System*** (SEMS) - A standardized approach to field command and jurisdictional management and response set forth by State of California Code of Regulations for multi-agency or multi-jurisdictional response to an emergency.

ARTICLE III.
ADMINISTRATION

The administration of the Water/Wastewater Agency Response Network (WARN) will be through WARN Regional Steering Committees (RSC) and the WARN State Steering Committee (SSC).

The WARN RSCs will be established by representatives from the Members in that region. A chair and co-chair will be elected and act as administrators for that region. The chair will represent the region on the WARN SSC. Each WARN RSC will sponsor an annual meeting for Members, maintain a data base of all water and wastewater utilities who have signed this Agreement, and meet as a committee to address concerns and procedures for requesting mutual assistance in that region. The regions will be comprised of one or more of the six Office of Emergency Services (OES) mutual aid regions.

The WARN SSC will include the chairs of the regional steering committees, and a representative from the California Department of Public Health (CDPH), California Utilities Emergency Association (CUEA), Department of Water Resources (DWR), the American Water Works Association (AWWA) Emergency Planning Committee, California Rural Water

Association (CRWA) and California Sanitation Risk Management Authority (CSRMA). The SSC will identify a Chair for the purpose of leading the SSC and act as a point of contact for the WARN SSC. At a minimum, the WARN SSC will meet annually and issue a list of participating utilities. The database will be maintained on the WARN website, managed by a volunteer Member, as appointed by the SSC.

ARTICLE IV.
PROCEDURES

A. In coordination with the Regional Steering Committees, emergency management and public health system of the state, the State Steering Committee shall develop operational and planning procedures for the Mutual Aid and Assistance Program. These procedures shall be consistent with the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS), reviewed at least annually and updated as needed by the State Steering Committee.

B. Requests for emergency assistance under this Agreement shall be directed to the appropriate Authorized Official(s) from the list of Members.

C. Consistent with SEMS, when more than one County is impacted by a disaster, requests for mutual assistance under this Agreement may be channeled through the CUEA Utility Operation Center to ensure maximum effectiveness in allocating resources to the highest priority needs.

ARTICLE V.
REQUESTS FOR ASSISTANCE

In general, assistance will be in the form of resources, such as equipment, supplies, and personnel. Assistance shall be given only when Responding Member determines that its own needs can be met while rendering assistance. The execution of this Agreement shall not create any duty to respond on the part of any party hereto. A potential Responding Member shall not be held liable for failing to provide assistance. A potential Responding Member has the absolute discretion to decline to provide any requested assistance.

A. ***Member Responsibility*** - Members shall identify an Authorized Official and alternates; provide contact information including 24-hour access; and maintain resource information made available by the utility for mutual aid and assistance response, as allowed by utility policy. Such information shall be updated annually or as changes occur (whichever is sooner), provided to the State Steering Committee, and uploaded into the statewide database.

B. ***Member Request*** - In the event of an Emergency, a Member's Authorized Official may request mutual aid and assistance from a participating Member. Requests for assistance can be made orally or in writing. When made orally, the request for personnel, equipment, and supplies shall also be prepared in writing and submitted to the participating Member as soon as practicable. Requests for assistance shall be directed to the Authorized Official of the participating Member. Specific protocols for requesting aid shall be provided in the procedures developed under Article IV.

C. ***Response to a Request for Assistance*** – Members are not obligated to respond to a request. After a Member receives a request for assistance, the Authorized Official evaluates whether or not to respond, whether resources are available to respond, or if other circumstances would hinder response. Following the evaluation, the Authorized Representative shall inform, as soon as possible, the Requesting Member whether it will respond. If the Member is willing and able to provide assistance, the Member shall inform the Requesting Member about the type of available resources and the approximate arrival time of such assistance.

D. ***Discretion of Responding Member's Authorized Official*** – Execution of this Agreement does not create any duty to respond to a request for assistance. When a Member receives a request for assistance, the Authorized Official shall have sole and absolute discretion as to whether or not to respond, or the availability of resources to be used in such response. An Authorized Member's decisions on the availability of resources shall be final.

ARTICLE VI.
RESPONSE COORDINATION

When providing assistance under this Agreement, the Requesting Member and Responding Member shall be organized and shall function under the Standard Emergency Management System and National Incident Management System protocols and procedures.

A. ***Personnel*** – Responding Member retains right to identify the employees who are willing to participate and the resources that are available.

B. ***Control*** – While employees so provided may be under the supervision of the Responding Member, the Responding Member's employees come under the direction and control of the Requesting Member, consistent with the NIMS Incident Command System to address the needs identified by the Requesting Member. The Requesting Member's Authorized Official shall coordinate response activities with the designated supervisor(s) of the Responding Member(s). Whenever practical, Responding Member personnel must be self sufficient for up to 72 hours. The Responding Member's designated supervisor(s) must keep accurate records of work performed by personnel during the specified Period of Assistance.

C. ***Food and Shelter*** – When possible, the Requesting Member shall supply reasonable food and shelter for Responding Member personnel. If the Requesting Member is unable to provide food and shelter for Responding Member personnel, the Responding Member's designated supervisor is authorized to secure the resources necessary to meet the needs of its personnel. Except as provided below, the cost for such resources must not exceed the State per diem rates for that area. To the extent Food and Shelter costs exceed the State per diem rates for the area, the Responding Member must demonstrate that the additional costs were reasonable and necessary under the circumstances. Unless otherwise agreed to in writing, the Requesting Member remains responsible for reimbursing the Responding Member for all reasonable and necessary costs associated with providing food and shelter, if such resources are not provided.

D. ***Communication*** – The Requesting Member shall provide Responding Member personnel with radio equipment as available, or radio frequency information to program existing radio, in order to facilitate communications with local responders and utility personnel.

E. ***Status*** - Unless otherwise provided by law, the Responding Member's officers and employees retain the same privileges, immunities, rights, duties and benefits as provided in their respective jurisdictions.

F. ***Licenses and Permits*** – To the extent permitted by law, Responding Member personnel who hold licenses, certificates, or permits evidencing professional, mechanical, or other skills shall be allowed to carry out activities and tasks relevant and related to their respective credentials during the specified Period of Assistance.

G. ***Right to Withdraw Resources*** - The Responding Member's Authorized Official retains the right to withdraw some or all of its resources at any time for any reason in the Responding Member's sole and absolute discretion. Notice of intention to withdraw must be communicated to the Requesting Member's Authorized Official as soon as soon as is practicable under the circumstances.

ARTICLE VII.
COST REIMBURSEMENT

Unless otherwise mutually agreed in whole or in part by both parties, the Requesting Member shall reimburse the Responding Member for each of the following categories of costs incurred while providing aid and assistance during the specified Period of Assistance.

A. ***Personnel*** – Responding Member will make such employees as are willing to participate available to Requesting Member at Requesting Member's expense equal to Responding Member's full cost, i.e., equal to the employee's applicable salary or hourly wage plus fringe benefits and overhead, and consistent with Responding Member's collective bargaining agreements or other conditions of employment. All costs incurred for work performed during the specified Period of Assistance will be included. The Requesting Member shall be responsible for all direct and indirect labor costs.

B. ***Equipment*** – Use of equipment, such as construction equipment, vehicles, tools, pumps and generators, shall be at Responding Member's current equipment rate and subject to the following conditions: The Requesting Member shall reimburse the Responding Member for the use of equipment during the specified Period of Assistance, including, but not limited to, reasonable rental rates, all fuel, lubrication, maintenance, transportation, and loading/unloading of loaned equipment. All equipment shall be returned to the Responding Member as soon as is practicable and reasonable under the circumstances.

   (a) At the option of Responding Member, equipment may be provided with an operator.
   (b) Equipment shall be returned to Responding Member within 24 hours after receipt of an oral or written request for return.
   (c) Requesting Member shall, at its own expense, supply all fuel, lubrication and maintenance for furnished equipment.
   (d) Responding Member's cost related to the transportation, handling and loading/unloading of equipment shall be chargeable to Requesting Member.
   (e) In the event equipment is damaged while being dispatched to Requesting Member, or while in the custody and use of Requesting Member, Requesting Member shall reimburse Responding Member for the reasonable cost of repairing said damaged equipment. If the equipment cannot be repaired, then Requesting Member shall

reimburse Responding Member for the cost of replacing such equipment with equipment that is of at least equal capability as determined by the Responding Member. If Responding Member must lease a piece of equipment while Requesting Member equipment is being repaired or replaced, Requesting Member shall reimburse Responding Member for such lease costs.

C. ***Materials and Supplies*** – Requesting Member shall reimburse Responding Member in kind or at actual replacement cost, plus handling charges, for use of expendable or non-returnable supplies. Other supplies and reusable items that are returned to Responding Member in a clean, damage-free condition shall not be charged to the Requesting Member and no rental fee will be charged; otherwise, they shall be treated as expendable supplies. Supplies that are returned to the Responding Member with damage must be treated as expendable supplies for purposes of cost reimbursement.

D. ***Payment Period*** – The Responding Member shall provide an itemized bill to the Requesting Member for all expenses incurred by the Responding Member while providing assistance under this Agreement. The Requesting Member shall send the itemized bill not later than (90) ninety dates following the end of the Period of Assistance. The Responding Member may request additional periods of time within which to submit the itemized bill, and Requesting Member shall not unreasonably withhold consent to such request. The Requesting Member agrees to reimburse the Responding Member within 60 days from receipt of an invoice for assistance provided under this Agreement. The Requesting Member may request additional periods of time within which to pay the itemized bill, and Responding Member shall not unreasonably withhold consent to such request, provided, however, that all payment shall occur not later than one-year after the date a final itemized bill is submitted to the Requesting Member.

E. ***Records*** - Each Responding Member and its duly authorized representatives shall have access to a Requesting Member's books, documents, notes, reports, papers and records which are directly pertinent to this Agreement for the purposes of reviewing the accuracy of a cost bill or making a financial, maintenance or regulatory audit. Each Requesting Member and its duly authorized representatives shall have access to a Responding Member's books, documents, notes, reports, papers and records which are directly pertinent to this Agreement for the purposes of reviewing the accuracy of a cost bill or making a financial, maintenance or regulatory audit. Such records shall be maintained for at least three (3) years or longer where required by law and as needed for federal reimbursement practices.

ARTICLE VIII.
ARBITRATION

If any controversy or claim arises out of, or relates to, the Agreement, including, but not limited to an alleged breach of the Agreement, the disputing Members shall first attempt to resolve the dispute by negotiation, followed by mediation and finally shall be settled by arbitration in accordance with the Rules of the American Arbitration Association. Judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction.

ARTICLE IX.
REQUESTING MEMBER'S DUTY TO INDEMNIFY

Pursuant to Government Code Section 895.4, and subject to Article X, Requesting Member shall assume the defense of, fully indemnify and hold harmless Responding Member, its Directors, Council Members, Supervisors, officers and employees, from all claims, loss, damage, injury and liability of every kind, nature and description, directly or indirectly arising from the Requesting Member's work hereunder, including, but not limited to, negligent or wrongful use of equipment, supplies or personnel provided to Requesting Member or faulty workmanship or other negligent acts, errors or omissions by Responding Member, or by personnel provided to Requesting Member from the time assistance is requested and rendered until the assistance is returned to Responding Member's control, portal to portal.

ARTICLE X.
SIGNATORY INDEMNIFICATION

In the event of a liability, claim, demand, action or proceeding, of whatever kind or nature arising out of the rendering of assistance through this Agreement, the parties involved in rendering or receiving assistance agree to indemnify and hold harmless all Members whose only involvement is the execution and approval of this Agreement, in the transaction or occurrence which is the subject of such claim, action, demand or other proceeding. Such indemnification shall include indemnity for all claims, demands, liability, damages and costs, including reasonable attorneys' fees and other costs of defense, for injury, property damage and workers compensation.

ARTICLE XI.
WORKER'S COMPENSATION CLAIMS

The Responding Member is responsible for providing worker's compensation benefits and administering worker's compensation for its employees. The Requesting Member is responsible for providing worker's compensation benefits and administering worker's compensation for its employees.

ARTICLE XII.
NOTICE

Each party hereto shall give to the others prompt and timely written notice of any claim made or any suit instituted coming to its knowledge, which in any way, directly or indirectly, contingently or otherwise, affects or might affect them, and each Member shall have the right to participate in the defense of the same, as it considers necessary to protect its own interests.

ARTICLE XIII.
INSURANCE

Members shall maintain an insurance policy or maintain a self insurance program that covers activities that it may undertake by virtue of membership in the Mutual Aid and Assistance Program.

ARTICLE XIV.
CONFIDENTIAL INFORMATION

To the extent allowed by law, any Member or Associate Member shall maintain in the strictest confidence and shall take all reasonable steps necessary to prevent the disclosure of any Confidential Information provided to it by another Member pursuant to this Agreement. If any Member, Associate Member, or third party requests or demands, by subpoena or otherwise, that a Member or Associate Member disclose any Confidential Information provided to it under this Agreement, the Member or Associate Member shall immediately notify the owner of the Confidential Information and shall take all reasonable steps necessary to prevent the disclosure of any Confidential Information by asserting all applicable rights and privileges with respect to such information and shall cooperate fully in any judicial or administrative proceeding relating thereto.

ARTICLE XV.
EFFECTIVE DATE

This Agreement shall take effect for a new party immediately upon its execution by said party.

ARTICLE XVI.
WITHDRAWAL

Any party may terminate its participation in this Agreement by written notice to the Chair of the appropriate RSC and to the SSC Chair. Withdrawal takes effect 60 days after the appropriate officials receive notice. Withdrawal from this Agreement shall in no way affect a Requesting Member's duty to reimburse a Responding Member for cost incurred during a Period of Assistance, which duty shall survive such withdrawal.

ARTICLE XVII.
MODIFICATION

No provision of this Agreement may be modified, altered or rescinded by individual parties to the Agreement. Modifications to this Agreement require a simple majority vote of Members within each region and unanimous agreement among the regions. The State Steering Committee will notify all parties of modifications to this Agreement in writing and those modifications shall be effective upon 60 days written notice to the parties.

ARTICLE XVIII.
SEVERABILITY

If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

ARTICLE XIX.
PRIOR AGREEMENTS

To the extent that prior agreements among signatories to this Agreement for mutual assistance are inconsistent with this Agreement, such agreements are hereby superseded. This Agreement supersedes the 1996 Omnibus Mutual Aid Agreement, the WARN 1997 Omnibus Mutual Aid Agreement, and the WARN 2001 Omnibus Mutual Aid and Assistance Agreement.

ARTICLE XX.
PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES

This Agreement is for the sole benefit of the Members and no other person or entity has rights under this Agreement as a third party beneficiary. Assignment of benefits or delegation of duties created by this Agreement to third parties that are not Members is prohibited and without effect.

ARTICLE XXI.
TORT CLAIMS

This Agreement in no way abrogates or waives any immunity or defense available under California law.

ARTICLE XXII.
INTRASTATE AND INTERSTATE MUTUAL AID AND ASSISTANCE PROGRAMS

To the extent practicable, Members retain the right to participate in mutual aid and assistance activities conducted under the State of California Intrastate WARN Mutual Aid and Assistance Program and the Interstate Emergency Management Assistance Compact (EMAC) and similar programs.

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California Water/Wastewater Agency Response Network (CalWARN)
2007 Omnibus Mutual Assistance Agreement

WHEREAS, the California Office of Emergency Services (OES), the Department of Water Resources (DWR), the Department of Public Health (DPH) and the California Utilities Emergency Association (CUEA) have expressed a mutual interest in the establishment of a plan to facilitate and encourage water agency mutual assistance agreements between water agencies; and

WHEREAS, the California Water Agency Response Network (CalWARN) was originally created to provide a forum for the development of mutual assistance agreements between water agencies in the OES Coastal Region of California; and later expanded to all water and wastewater agencies in the State of California, and

WHEREAS, the CALIFORNIA WATER/WASTEWATER AGENCY RESPONSE NETWORK (CalWARN) 2007 OMNIBUS MUTUAL ASSISTANCE AGREEMENT is a continuation of the WARN 1996 OMNIBUS MUTUAL AID and 2001 OMNIBUS MUTUAL AID AGREEMENT and sets forth the mutual covenants and agreements for water and wastewater agencies to provide mutual assistance to one another in times of emergency; and

WHEREAS, State OES regulates the SEMS program, and this agreement is consistent with SEMS, and that it is necessary to have a mutual assistance agreement in place to support requests to FEMA for costs of using assistance during an emergency, and

WHEREAS, the water or wastewater agency hereto has determined that it would be in its best interests to enter into an agreement that implements that plan and sets forth procedures and the responsibilities of the agency whenever emergency personnel, equipment and facility assistance are provided from one agency to the other; and

WHEREAS, no water or wastewater agency should be in a position of unreasonably using its own resources, facilities, or services providing such mutual assistance; and

WHEREAS, it is the intent of WARN to revise this agreement as necessary and to annually publish a list of all water and wastewater agencies participating in this agreement, as posted on www.calwarn.org; and

WHEREAS, such an agreement is in accord with the California Emergency Services Act set forth in Title 2, Division 1, Chapter 7 (Section 8550 et seq.) of the Government Code and specifically with Articles 14 and 17 (Section 8630 et seq.) of the Act.

NOW, THEREFORE, in consideration of the conditions and covenants contained therein, the

____
(Utility)

agrees to abide by the current CalWARN Omnibus Mutual Assistance Agreement and the CalWARN ACS Chapter Governance Document.

Date: ____________________

Name: (printed) ____________________ (signature) ____________________

Title: ____________________

Please return a signed copy of this page to: CWC-ACS@YourACS.org

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