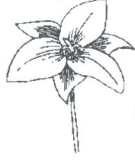


WESTHAVEN COMMUNITY SERVICES DISTRICT

P.O. Box 2015 (446 B 6th Ave. Westhaven) Trinidad CA 95570 (707) 677-0798 wcsd@suddenlinkmail.com



REGULAR MONTHLY BOARD MEETING AGENDA

The regular meeting of the Board of Directors of the Westhaven Community Services District will be held Wednesday October 19th, 2022 at 6:30 p.m. Due to the coronavirus pandemic, until further notice, this and upcoming WCSD Board meetings will be held virtually using ZOOM.
How to Submit Public Comment:

Members of the public may provide public comment before and during the meeting by sending email comments to the WCSD Manager at prosenblatt.wcsd@suddenlinkmail.com. Such email comments must identify the agenda item number in the subject line of the email. The comments will be read into the record, with a maximum allowance of three minutes (approximately 500 words) per individual comment, subject to the Board President's discretion. If a comment is received after an agenda item is heard, but before the close of the meeting, the comment will be included as a part of the written record of the meeting but will not be read into the record during the meeting.

Topic: WCSD Regular Meeting for October 2022
Time: Oct 19, 2022 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://humboldtstate.zoom.us/j/84716752955>

Meeting ID: 847 1675 2955
Passcode: 402935
One tap mobile
+16699006833,,84716752955# US (San Jose)
+16694449171,,84716752955# US

1. **CALL TO ORDER**
2. **PUBLIC COMMENT**
Materials related to an item on this Agenda, including materials submitted to the Board after distribution of the Board Packets, are available for public inspection in the WCSD Office at 446 B Sixth Avenue.
Members of the public are invited to comment on any matter within the authority of the WCSD.
Comments may also be offered during the discussion of any item on the agenda.
Board discussion of matters not appearing on the published agenda is prohibited by law.
3. **AMEND / APPROVE ORDER OF AGENDA ITEMS**
4. **RESOLUTION 2022.14 REGARDING AB361 REMOTE MEETING**
 - 4.1 Resolution 2022.11 Regarding AB 361 Remote Meeting Via Zoom
5. **LUCY KOSTREZEWA**
 - 5.1 Lucy Kostrezewa has asked to be on the agenda. **Discussion**
6. **AMEND / APPROVE MINUTES**
 - 6.1 September 21st, 2022 - Regular meeting minutes. **Discussion/Approval**
7. **FINANCIAL REPORTS, DISCUSSIONS AND APPROVALS**
 - 7.1 Directors' Report – monthly billing and collections — **Discussion**
 - 7.2 Water consumption and Sales – **Discussion**
 - 7.3 Income / Expense Report- **Discussion of report format**
 - 7.4 Finance Officer's Recommendations – **Discussion**
 - 7.5 Treasurer's Report and Recommendations – **Discussion**
 - 7.6 August/September warrants – **Discussion/Approval**

8. **MANAGER'S REPORT**
 - 8.1 One known leak this month **Discussion**
9. **UPDATE ON GRANT FUNDING AND RELATED ACTIVITES**
 - 9.1 DWR Small Community Drought Grant work proceeding. **Discussion/Approval**
 - 9.2 Update on activities related to well drilling. **Discussion/Approval**
 - 9.3 Emergency Intertie with City of Trinidad **Discussion/Approval**
10. **TECHNICAL ASSISTANCE GRANT FROM DEPT OF FINANCIAL ASSISTANCE**
 - 10.1 Update on progress of technical assistance grant for Water Plant from DFA. **Discussion**
11. **NORTH COAST RESOURCE PARTNERSHIP TECHNICAL ASSISTANCE GRANTS TWO CREEKS CAPP**
 - 11.1 Update on Technical assistance grants for Conceptual Area Protection Plan (CAPP) for the Two Creek watershed to work with Mark Andre and BBW **Discussion/Approval**
 - 11.2 Technical assistance grant for \$15K for writing NCRP IRWM Prop 1 grant to replace the 3 Humboldt crossings under our pipeline awarded. Prop 1 grant application due November 4th **Discussion/Approval**
 - 11.3 Resolution 2022.16 Authorizing resolution for Prop. One grant to replace Humboldt crossings. **Discussion/Approval**
12. **DISCUSSION ON THE POSTING OF OLD VERSIONS OF ORDINANCES ON THE WEBSITE**
 - 12.1 Discussion on posting of Old versions of Ordinances on the website. **Discussion/Approval**
13. **RETURN TO IN PERSON MEETINGS**
 - 13.1 Return to in person meetings **Discussion/Approval**
14. **DISCUSSION OF PHILOSOPHICAL, POLITICAL AND META ISSUE ASPECTS OF THE DISTRICT'S EXISTENCE AND OPERATION**
 - 14.1 Discussion of philosophical, political and meta issue aspects of the District's existence and operation **Discussion**
15. **ITEMS FROM MEMBERS OF THE BOARD FOR FUTURE MEETINGS**
16. **ADJOURN**

Regular Meetings of the Board occur on the 3rd Wednesday of the month at 6:30 Pm. The next Regular Meeting will be November 16, 2022 and will be held via zoom
 This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950.

Posting locations are: 1) WCSD Office; 2) Westhaven Fire Hall and online at the Westhaven CSD website @ westhavencsd.org

The Westhaven CSD will make reasonable effort to accommodate the participation of persons with disabilities.
 If you require such accommodation, contact the WCSD office at 677-0798 at least 48 hours prior to the meeting.

**WESTHAVEN COMMUNITY SERVICES DISTRICT
RESOLUTION 2022-14**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WESTHAVEN COMMUNITY SERVICES DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY AB 361 PASSED 9-20-2021 AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE WESTHAVEN COMMUNITY SERVICES DISTRICT FOR THE PERIOD OCTOBER 19 TO NOVEMBER 15, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Westhaven Community Services District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Westhaven Community Services District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically as a result of the COVID-19 pandemic, the Governor proclaimed a state of emergency on March 4, 2020, in accordance with the section 8625 of the California Emergency Services Act, and the state of emergency remains in effect, and

WHEREAS as a result of the COVID-19 pandemic, the Humboldt County Health Officer has imposed and has recommended measures to promote social distancing as more particularly set forth in his August 6, 2021, Order, among other prior orders and guidance; and

WHEREAS, the Board of Directors does hereby find that the Covid 19 pandemic, and, social distancing orders has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of the Westhaven Community Services District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS Meeting agendas are posted at the district office and Fire Hall bulletin boards and online via the districts website www.westhavencsd.org and are open to all via Zoom. .

NOW, THEREFORE, THE BOARD OF DIRECTORS OF WESTHAVEN COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and meeting in person pose a high potential of health risk.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of 9-17-2021

Section 4. Remote Teleconference Meetings. The staff and General Manager and legislative bodies of the Westhaven Community Services District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the 15th of November, 2022 or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Westhaven Community Services District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Westhaven Community Services District, this 19th day of October, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

William Verick, President
Westhaven Community Services District

ATTEST:

Roxanne Levang, Secretary
Westhaven Community Services District

WESTHAVEN COMMUNITY SERVICES DISTRICT
 Regular Meeting Minutes
 September 21, 2022

1. CALL TO ORDER

Board Vice President Cline called the meeting to order at 6:36 PM. In attendance were:
 Board Members: Hankin, Cline, Swisher & Llanos
 Absent: Verick
 Staff: Rosenblatt, Levang & Whitlow-Hewitt
 Guests: Elaine Weinreb

2. PUBLIC COMMENT

None at this time

3. AMEND / APPROVE ORDER OF AGENDA ITEMS

Item #11 delete Ordinance 2022.3, which is an error. Item #4.1 correct Resolution 2022-11 to read 2022-14.

Cline moved to approve the order of agenda items as corrected. Seconded by Hankin; all approved.

4. RESOLUTION 2022-15 REGARDING AB361 REMOTE MEETING

4.1 Resolution 2022-15 Regarding AB361 Remote Meeting Via Zoom

Cline moved to approve Resolution 2022-15 Remote Meeting. Seconded by Llanos; all approved.

5. AMEND / APPROVE MINUTES

5.1 August 17, 2022 regular meeting minutes

There is confusion regarding Resolution numbering on the AB361 monthly remote meeting resolutions. Hankin suggested the staff research and clean up the resolution numbers.

Amend minutes as follows:

Item 6.2, second sentence add the word usually. The sentence should read, the water usage is *usually* higher.

Item 8.3, last sentence, change, ~~this concern is a greater with~~, to read, *this is a greater concern with*.

Item 11.2, last sentence, change ~~suggestion~~ to *suggested* and ~~actual~~ to *final*.

Hankin moved to approve August 17, 2022 regular meeting minutes as amended. Seconded by Swisher; all approved.

6. FINANCIAL REPORTS, DISCUSSION AND APPROVALS

6.1 Director's Report-monthly billings and collections - discussion

Board packets contained Directors report. Total August, 2022 water sales were \$26,260.62, and total receivables were \$30,103.36. No Discussion.

6.2 Water Consumption and Sales - Board packets contained Water Consumption and Billings-Commodity Charges Only report. August, 2022 gallons billed 741,200; average gallon per day per meter readings 104; per person 47, average monthly charge per accounts \$56.61 total monthly charges \$11,832; monthly deviation from budget \$3,271. It was noted that more water was used in August. There were more active meters and more days billed during that period. No further discussion.

6.3 Income & Expense Report – discussion

Board packets contained an Income & Expense report for August, 2022. Total income \$23,288, total expense \$20,476, with a net operating income of \$2,812. No discussion.

6.4 Finance Officer's Recommendations – No recommendations**6.5 Treasurer's Report and Recommendations – discussion**

Board packets contained a copy of the August, 2022. Treasurer's report. Account balances were as follows: Capital Reserves \$171,123.74; Operating Reserves \$52,391.14; DWR Reserve CD \$28,907.56; DWR Loan Savings \$13,227.31; Checking Account as of 9/16/2022 \$68,219.72. The \$60,000 transfer from Capital Reserve has been deposited into the WCSD checking account. No further discussion.

6.6 November/December Warrants – discussion/approval

Discussion of check #7156 to North Coast Labs. Check #7156 to North Coast Labs was larger than usual due to additional ground water testing required to be done every 8 to 10 years. Correct #7159 to Humboldt Co Environmental Services to read, water well "permits" and inspections. Rosenblatt explained to the board that in negotiating with the drillers for 90 day terms on payment WCSD agreed to pay them a \$1,000 down payment and pay for the well drilling permit.

Hankin moved to approve warrants #'s 7143 through 7169, one Federal payroll tax deposit and one State payroll tax deposits, and five debit card charges, totaling \$20,897.42. Seconded by Llanos; all approved.

7. MANAGER'S REPORT

7.1 Water Loss decreased from 2.7 GPM in July to 25.6 GPM in August for 26.9% of total production of 1,013,980 gallons. No known system leaks.

Board packets contained a summary table of 13 months water loss history. August, 2022 water loss is at 26.9%, average water loss in the last 13 months is 25.9%. There were no known leaks during the meter reading period. Rosenblatt reported a leak on Labor Day. No further discussion.

8. UPDATE ON GRANT FUNDING AND RELATED ACTIVITIES

8.1 The DWR Small Community Drought Grant work is proceeding. Rosenblatt reported that the surveying is complete and he is working with the planner on the emergency coastal permit. He just received the bio wetland report. It needs a couple minor edits after being reviewed by the planners. Things are proceeding well. Cline asked for the expected time line for the waterlines. Rosenblatt is hoping for construction to start in the spring, or earlier, depending on the weather.

8.2 Update on activities related to well drilling. Rosenblatt reported the driller is under contract and has submitted for the 3 well drilling permits. Once they receive the permits we are ready to start drilling.

8.3 Emergency Intertie with City of Trinidad. Rosenblatt spoke with Bill at the City of Trinidad regarding the operator component of the agreement in case of a change in leadership at Trinidad or WCSD. The WCSD board will be reviewing the final agreement with Verick's edits at the October Board meeting.

The advanced payment request has been submitted to DWR. Rosenblatt said we received an email this afternoon and the State is asking for more information regarding our cash flow. Llanos reported talking to agencies about how they have negotiated with contractors on payment of grant funds. He said that it is a common practice to request pay when paid terms in contracts. The protocol is to talk to the contractors and include in the contract that there are no change orders, the budget is what it is, either they accept or they don't. Llanos said he was told most contractors will accept.

9. TECHNICAL ASSISTANCE GRANT FROM STATE DIVISION OF FINANCIAL ASSISTANCE (DFA)

9.1 Update on progress of technical assistance grant for Water Plant. Rosenblatt said the request for additional funding has been approved, but for a smaller amount than was requested. Rosenblatt has eliminated everything but the environmental studies, which is mandatory. WCSD will have to cover the PG& E and Septic design work expenses. He is having the environmental studies done as soon as possible so that we can submit the request for construction funding. We are nearing the end of the TA grant.

10. NORTH COAST RESOURCE PARTNERSHIP TECHNICAL ASSISTANCE GRANT TWO CREEK CAPP

10.1 Update on progress of the technical assistance grant for writing the Conceptual Area Protection Plan (CAPP) for the Two Creek watershed. The CAPP is in draft form. Rosenblatt said he sent the invasive species management plan to the Yurok Tribe for review. Rosenblatt has reached out to the Land Trust Board and the Surfriders, requesting letters of support. He is applying for a second micro grant to fund CEQA compliance and to replace Humboldt crossing under the Railroad Grade and, hopefully, Transit Avenue. Rosenblatt explained that originally redwood logs were used by the railroad. The logs have collapsed and the culvert was put on top of the redwood logs and the waterlines on top of the culvert. Rosenblatt described it is a ticking time bomb, which could be disastrous to the community. Rosenblatt thinks it likely that we will get the funding to replace the Humboldt crossings, which will tie-in with the Two Creek restoration and preservation plan.

11. CALIFORNIA NEW SHUT OFF PROTOCOLS

11.1 Review WCSD Resolution 2022-12 Billing and Collection Procedures (Replaces 2013-6) New item flow restrictor. Discussion of flow restrictor to be used as an alternative to shutting off a customer's water when their bill is in arrears. Also discussion of using flow restrictors for water conservation. It was decided that when a decision is made about flow restrictors rather than revising Resolution 2022-12 a new separate resolution specific to flow restrictors will be written.

The group discussed the revisions to Resolution 2022-12. There was discussion of the wording on the revised #6, under collection of past due amounts and disconnection of service. Change # 6 from (Maximum of \$50 if reconnected from ~~on a weekday~~ to reconnected "during normal operating hours": maximum of \$150 if reconnected from ~~on a holiday or weekend~~ to "during non-operating hours." Add at the end of that sentence, "not to exceed actual cost." Rosenblatt will review what the staff time is to turn on or off a customer's water.

Cline moved to approve Resolution 2022-12 as amended. Seconded by Swisher; all approved.

Cline moved to form a subcommittee of, Hankin, Swisher and Rosenblatt, to research the uses of flow restrictor's. Seconded by Llanos; all approved.
Llanos volunteered to do some research and forward on to the committee.

11.2 Senate Bill #998 Chapter 891 regarding shutoff protocols for water utilities. No discussion.

12. ORDINANCE 2021-3 ADOPTING A WATER CONSERVATION PROGRAM AND WATER SUPPLY EMERGENCY ORDINANCE. REVIEW OF FORESEEABLE WATER SHORTAGES AND EMERGENCY STRATEGIES. DISCUSSION/APPROVAL

12.1 Ordinance 2021-3 Adopting A Water Conservation Program And Water Supply Emergency. New item flow restrictors. Rosenblatt encouraged the board to consider adding flow restrictors to people who won't conserve water when conservation measures are activated.

It was suggested to add this to the new flow restrictor's subcommittee and for the committee to bring recommendations back to the board.

13. RETURN TO IN-PERSON MEETINGS

13.1 Return to in-person meetings – The board agreed to continue to meet via Zoom but also expressed concerns that the public might prefer to come to an in person meeting. The board will continue to address this at the monthly board meetings.

14. DISCUSSION OF PHILOSOPHICAL, POLITICAL AND META ISSUE ASPECTS OF THE DISTRICT'S EXISTENCE AND OPERATION.

14.1 Discussion of philosophical, political and meta issue aspects of the district's existence and operation. No discussion.

15. ITEMS FROM MEMBERS OF THE BOARD FOR FUTURE MEETINGS

- Review the final Emergency Intertie agreement between WCSD and City of Trinidad
- Sub Committee report on the use of Flow Restrictors in regards to shutoff protocols and as part of a water conservation program and water supply emergency.

Swisher brought up that his term in office, and that of Llanos terms, will expire December 31, 2022. The usual procedure would have been for them to go into the elections office to be put on the November ballot. There is a new person working at the elections office and she sent out some information but it was incomplete, which meant that we missed the deadline to sign up for elections. No other individuals signed up to be put on the ballot for the WCSD board so the Humboldt Board of Supervisors will appoint two board members. Levang forwarded to the elections office the Districts recommendations for Humboldt County Board of Supervisors appointment to fill available seats. The board discussed whether or not because of this it is considered that the district has two open seats on the WCSD board of directors and if because of that WCSD needs to advertise that there are two open seats and invite members of the public to apply for them. The board requested that Levang contact Office of Elections to get the Elections Office's take on this issue.

Levang told the board that she will be on vacation the first two weeks of October and will not be able to prepare the September financial reports for the October board meeting. She said that she will provide both the September and the October financial reports at the November board meeting. The board said that would be okay.

16. ADJOURN

Cline adjourned the meeting at 8:29 PM.

Respectfully Submitted,

Roxanne Levang
WCSD Secretary

7.1

Directors Report

Westhaven CSD

Water Pumped This Month	861,820 Gallons
Water Sold This Month	581,560 Gallons
Water Loss	280,260 Gallons
Water Loss (%)	32.52 %

	Amount (\$)	# Of Accounts
Total Water	23,747.99	232
Total Late Charge	111.24	38
Total Adjustments	-214.59	3
Total Current Charges	23,644.64	232
<hr/>		
Amount Past Due 1-30 Days	4,256.41	39
Amount Past Due 31-60 Days	1,822.82	15
Amount Past Due Over 60 Days	5,383.53	11
Amount Of Overpayments/Prepayments	-6,765.63	55
Total Receivables	28,341.77	232

Total Receipts On Account	25,406.23	189
Net Change in Memberships	0.00	0
Amount of All Memberships	0.00	
Turned Off Accounts (Amount Owed)	0.00	13
Collection Accounts (Amount Owed)	0.00	13
Number Of Unread (Turned On) Meters		
Average Usage For Active Meters	2,475	235
Average Water Charge For Active Meters	102.36	232

Usage Groups	Gallons	# Of Accounts	Usage Gallons	% Of Usage	% Of Sales
Over 50,000		0	0	0.00	0.00
40,001-50,000		1	41,950	7.21	3.08
30,001-40,000		0	0	0.00	0.00
20,001-30,000		0	0	0.00	0.00
10,001-20,000		2	31,190	5.36	2.66
8,001-10,000		2	18,550	3.19	1.81
6,001-8,000		6	41,210	7.09	4.37
4,001-6,000		26	120,760	20.76	15.03
2,001-4,000		84	240,830	41.41	37.96
1-2,000		90	87,070	14.97	29.07
Zero Usage		24	0	0.00	6.01
<hr/>					
Total Meters		235	581,560	100.00	100.00

7.1
ITEM 6.2

WATER CONSUMPTION AND BILLINGS - COMMODITY CHARGES ONLY

Annual adjustments to the commodity rates involve estimation of anticipated water use.

This report tracks billings as compared to budgeted averages based on all meters showing any use.

It is not weighted to anticipate seasonal variations in water use.

Adjustments for reported customer leaks have **not** been included in the monthly totals.

September 2022

USAGE							CHARGES				
GPD = Gallons per day							Avg persons per household: 2.20				
2022-23	DAYS BILLED	GALLONS BILLED	ACTIVE METERS	GPD BILLED	GPD per METER	GPD per PERSON	TOTAL MONTHLY CHARGES	AVG CHARGE PER ACCOUNT	DEVIATION FROM BUDGET	CUMMULATIVE DEVIATION	
JUNE	33	627,530	202	19,016	94	43	\$ 10,026	\$ 49.63	\$ 1,465	\$ 1,465	
JULY	28	567,100	205	20,254	99	45	\$ 9,056	\$ 44.18	\$ 496	\$ 1,960	
AUG	34	741,200	209	21,800	104	47	\$ 11,832	\$ 56.61	\$ 3,271	\$ 5,232	
SEPT	28	581,560	208	20,770	100	45	\$ 9,256	\$ 44.50	\$ 696	\$ 5,927	
OCT				-	-	-		\$ -	-	\$ -	
NOV				-	-	-		\$ -	-	\$ -	
DEC				-	-	-		\$ -	-	\$ -	
JAN				-	-	-		\$ -	-	\$ -	
FEB				-	-	-		\$ -	-	\$ -	
MAR				-	-	-		\$ -	-	\$ -	
APR				-	-	-		\$ -	-	\$ -	
MAY				-	-	-		\$ -	-	\$ -	
Monthly AVG	30.8	629348	206	6820	33	15	\$ 10,043	\$ 16.24	\$ 1,482		
Total		2,517,390					\$ 40,170		\$ 5,927	\$ 5,927	
Leak Adjustment		20,192 (gal)					\$ 422				
Cummulative Leak Adjustment		37,952					\$ 636				
Net		##### (After Leak Adjustments)					\$ 39,534			\$ 5,291.47	

BUDGETED ANNUAL COMMODITY INCOME: \$ 102,729
 BUDGETED COMMODITY PER MONTH: \$ 8,561
 BUDGETED COMMODITY PER PERSON PERMONTH: \$ 41.96

SOLD TO DATE

2022-2023 2,517,390 = 91%
 2021-2022 2,765,150 OF 21-22

TOTAL BILLINGS TO DATE

2022-2023 \$40,170 = 96%
 2021-2022 \$41,960 OF 21-22

2021-2022											
JUNE	28	793,200	205	28,329	138	63	\$ 12,069	\$ 59	\$ 3,508	\$ 3,508	
JULY	28	612,060	206	21,859	106	48	\$ 9,314	\$ 45	\$ 754	\$ 4,262	
AUG	34	773,350	209	22,746	109	49	\$ 11,702	\$ 56	\$ 3,142	\$ 7,404	
SEPT	28	586,540	205	20,948	102	46	\$ 8,874	\$ 43	\$ 313	\$ 7,717	
OCT	29	519,020	207	17,897	86	39	\$ 7,846	\$ 38	\$ (714)	\$ 7,003	
NOV	33	536,010	207	16,243	78	36	\$ 8,161	\$ 39	\$ (399)	\$ 6,603	
DEC	29	446,110	199	15,383	77	35	\$ 6,719	\$ 34	\$ (1,842)	\$ 4,761	
JAN	30	529,770	203	17,659	87	40	\$ 8,065	\$ 40	\$ (496)	\$ 4,266	
FEB	32	519,060	201	16,221	81	37	\$ 7,866	\$ 39	\$ (694)	\$ 3,571	
MAR	30	533,550	201	17,785	88	40	\$ 8,118	\$ 40	\$ (442)	\$ 3,129	
APR	27	454,630	200	16,838	84	38	\$ 6,917	\$ 35	\$ (1,643)	\$ 1,486	
MAY	30	517,260	200	17,242	86	39	\$ 7,872	\$ 39	\$ (689)	\$ 797	

WESTHAVEN COMMUNITY SERVICES DISTRICT

Warrants September 21 - October 19, 2022

Number	Date	Amount	To Whom	Purpose
EFTPS	9/30/2022	\$ 2,221.04	EFTPS	Federal P/R tax deposit for September 2022
EDD	9/30/2022	\$ 251.41	EDD	State P/R tax deposit for September 2022
EDD	9/30/2022	\$ 4.89	EDD	State underpayment SDI 3rd Qrt 2022
7170	9/20/2022	\$ 2,120.82	Blue Shield of CA	Oct premium \$1783.34/\$337.48
7171	10/1/2022	\$ 432.30	K. Martin	Payroll 9/16-9/30/2022
7172	10/1/2022	\$ 570.98	M. Whitlow-Hewett	Payroll 9/16-9/30/2022
7173	10/1/2022	\$ 1,847.16	P. Rosenblatt	Payroll 9/16-9/30/2022
7174	10/1/2022	\$ 723.47	R. Levang	Payroll 9/16-9/30/2022
7175	10/1/2022	\$ 169.41	Umpqua Business Services	Visa-Dental ins premium
7176	10/1/2022	\$ 141.10	AT&T	September phone at plant
7177	10/1/2022	\$ 108.08	B&B Portalbe Toilets	Rental 8/21-9/17/2022 and cleaning service
7178	10/1/2022	\$ 50.00	Brian McNeill	Backflow retest account 205
7179	10/1/2022	\$ 13,200.95	DWR Loan Pymt	DWR quarterly loan payment
7180	10/1/2022	\$ 595.71	Mendes Supply	Chemicals
7181	10/1/2022	\$ 205.00	SWRCB-Drinking Water	Water system enforcement fee
7182	10/1/2022	\$ 450.00	WVFD	October office rent
7183	10/1/2022	\$ 17.29	USA Blue Book	Chem wipes
7184	10/18/2022	\$ 939.55	K. Martin	Payroll 10/1-10/15/2022
7185	10/18/2022	\$ 376.13	M. Whitlow-Hewett	Payroll 10/1-10/15/2022
7186	10/18/2022	\$ 669.35	R. Levang	Payroll 10/1-10/15/2022
7187	10/18/2022	\$ -	Void	Void
7188	10/18/2022	\$ 1,847.16	P. Rosenblatt	Payroll 10/1-10/15/2022
7189	10/18/2022	\$ 1,600.00	Norcal Water Delivery	Emergency water delivery for leak at Scenic Dr
Total		<u>\$28,541.80</u>		

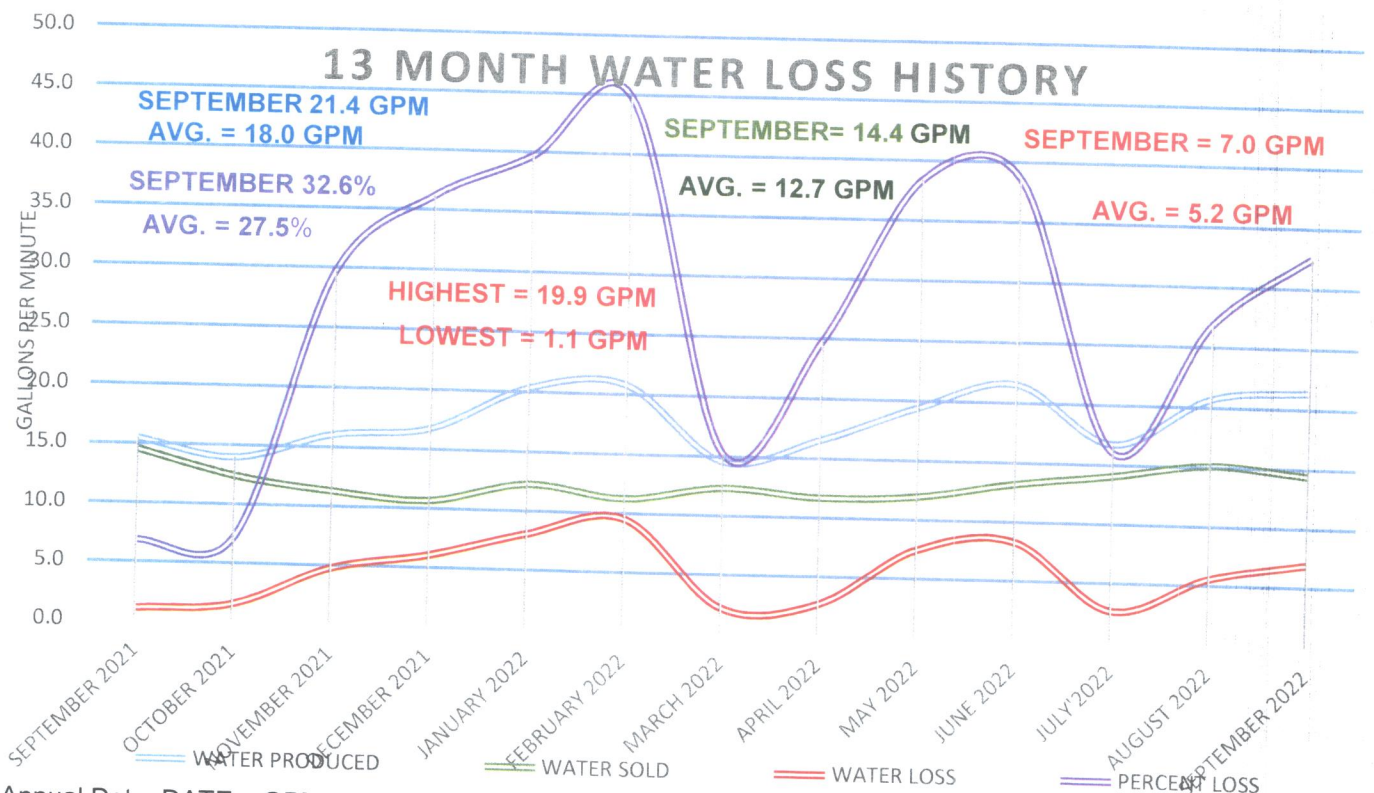
Checking Account Balance as of 10/18/2022
\$65,125.51

WESTHAVEN CSD • MANAGER'S REPORT
OCTOBER 2022

7.1 Water Loss

Water loss increased from 5.6 gpm in August to 7.0 gpm in September for 26.9% of total production of 862,280 gallons. 1 known system leak Discussion

<u>FROM JULY 2003</u>	<u>PRODUCED GPM</u>	<u>SOLD GPM</u>	<u>LOST GPM</u>	<u>%LOSS OF WATER PRODUCED</u>	<u>MONTHLY PRODUCTION GALLONS</u>	<u>MONTHLY SOLD GALLONS</u>	<u>MONTHLY LOSS GALLONS</u>
SEPTEMBER 2022	21.4	14.4	7.0	32.6	862,280	581,560	280,720
AVG. ALL	21	15	6	28	929,779	597,690	277,838
24 MO AVG.	18	13	4	24	775,866	580,608	195,258
13 MO AVG.	18.0	12.7	5.2	27.5	2,960,662	550718.5	231057.1
MINIMUM MONTH EVER	11.2	10.0	1.1	6.8	488,090	446,110	43,080
	DEC 2018	DEC 2018	SEPT 2021	SEPT 2021	APR 2017		SEPT 2021
MAXIMUM MONTH EVER	34.8	27.0	19.9	61.8	1,523,405	850,410	916,340
	JUL 2004	JUL 2003	NOV 2016	NOV 2016	JUL 2004		NOV 2016
SINCE DECEMBER 2016						AVG. LOSS %	
13 MONTH TOTALS					53,514,063	21	11,843,229
SINCE OCT 2021 Submission of DWR Drought grant					10,163,082	27	3,003,742
					9,533,462	29	2,960,662



Annual Data DATE GPM

DAILY WELL FLOW

10/13/16	6.0 gpm
10/13/17	6.4 gpm
10/13/18	5.5 gpm
10/13/19	6.0 gpm
10/13/20	4.9 gpm
10/13/21	4.6 gpm
10/13/22	4.8 gpm

Stream flow monthly mean gpm average

MONTH	GPM
10/16	46.1 gpm
10/17	77.8 gpm
10/18	49.0 gpm
10/19	43.0 gpm
10/20	37.0 gpm
10/21	39.5 gpm
10/13/22	29 gpm (Day) all collectors on

AUTHORIZING RESOLUTION
North Coast Resource Partnership (NCRP) 2022 Proposition 1 IRWM Project
Grant Application

RESOLUTION NO: 2022.16

ITEM 11.3

WHEREAS BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WESTHAVEN COMMUNITY SERVICES DISTRICT AS FOLLOWS:

Whereas, The Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1), approved by California voters on Nov. 4, 2014, authorizes \$7.545 billion in general obligation bonds to fund ecosystems and watershed protection and restoration, water supply infrastructure projects, including surface and groundwater storage, and drinking water protection.

Whereas, General Manager Paul Rosenblatt or his/her designee is hereby authorized and directed to submit a grant application for the North Coast Resource Partnership (NCRP) 2022 Integrated Regional Water Management (IRWM) Proposition 1 Implementation Grant, on behalf of the Westhaven Community Services District for the planning, design, permitting and implementation of Two Creeks watershed stream crossing upgrades on roads that contain below ground water distribution lines. The project provides multiple benefits including improved water quality, better flood management, restored and enhanced ecosystems, and more reliable surface water supplies.

Whereas, the Authorized Representative Paul Rosenblatt, or his/her designee, is designated to represent the Westhaven Community Services District in carrying out the Westhaven Community Services District's responsibilities under grant agreements, including but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope. Certifying disbursement requests on behalf of the Westhaven Community Services District and compliance with applicable state and federal laws, ordinances, rules regulations and guidelines.

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and was PASSED, APPROVED, and ADOPTED this 19th day of October 2022 by the following roll call vote:

AYES:

NOES: None

ABSTAIN: None

ABSENT:

ATTEST:

Roxanne Levang
Secretary
Westhaven Community Services District

Bill Verick
President