

REGULAR BOARD MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING

September 13, 2023

CALL TO ORDER:

Chairman DeWitt called the Regular Board Meeting to Order at 6:05 pm

ROLL CALL OF DIRECTORS:

Director's present: DeWitt, Hendrix, O'Connor

Director's absent: Kunkel

VISITORS: Mary Mike and Ginger Amoroso

PUBLIC COMMENT: Ginger Amoroso –

- As a large part of the trail and parks projects the Ajumawi Band wants to be more involved with CSD and attend board meetings.
 - Jose Silva is the new council rep for the Ajumawi people
 - Ginger and Mary mapped out the new trail at Two Rivers West, with input from Amber and Cecil

APPROVAL OF MINUTES:

- A motion was made by Director O'Connor to approve the Regular from 8/16/2023. Director Hendrix seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, O'Connor)

APPROVAL OF INVOICES:

- Director Hendrix made a motion to Approve and pay the invoices for the month. Director O'Connor seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, O'Connor)

REPORTS:

❖ **Chairman's Report**

- None

❖ **Parks Report**

- Two Rivers Park
 - Green Infrastructure Grant
 - Construction on the access road and parking area began on Tuesday September 5th at Two Rivers West. They have cleared trees and rocks and seem to be on schedule for completion by the end of the month.
 - The interpretive signs are on the final draft.
 - The puncture vine has erupted at the main Two Rivers Park. Cecil and Amber are working on ways to eradicate.
 - Per Capita Grant
 - In planning stage with Gregory Engineering
 - Stewardship Council Grant

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- In planning stage with Gregory Engineering
- Fall River Lions Community Park
 - Quicksilver Electric is installing motion light switches in the bathrooms
 - Trees will be planted this month
- Floyd Buckskin Memorial Trail
 - Mary Mike and volunteers did trail maintenance at the end of August. They cleaned up and did some weed removal.
- ❖ **Treasurers Report**
- *General*
 - Since working with Pat Lavine, an accountant with over 30 years of experience with the program, it has been determined that creating a new database is the best way to clean up the Districts books. With 4 different people working in the system, plus the auditors adjusting entries, there are unused accounts along with messy old entries. This will not delete or undo anything! We will be starting with trial balances from the end of the 2023 fiscal year. The old database will always be available for reference.
 - With the changing times moving to the cloud version of the MIP Accounting system is inevitable, and because of the creation of a new database, this is the best time to transfer over.
Some Cloud Benefits:
 - Automatic updates and backups – no need for IT to do these
 - Auto bank reconciliation which will save time add security
 - Easy to create charts for board meetings
 - Faster/easier budget entry
 - Streamlined reporting and printing of these reports – easier for auditors and monthly reporting
 - Drag and drop attachment capability
 - Log in on different computers without additional install – Can log in and show charts and reports at meeting if necessary
 - Create ACH payments – more secure payments - save board members time and staff time vs Check signing
- *Revenue*
 - Operating revenue was \$88,126, which was about \$9,000 under the budgeted amount.
 - The cooler weather likely impacted normal watering during this time of year.
- *Employee Expenses*
 - Employee expenses were \$31,404 which was about \$3,000 under the budgeted amount.
- *Operating Expenses*
 - The operating expenses were \$11,000, which was about \$4,000 under budget.
 - Utilities were over \$2,600 under budget due to a solar credit.
- *Summary*
 - Net income for the year, *after* depreciation and Grant activities is \$78,714
- ❖ **Operations Report**

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- Cleaning and mowing have been completed at the solar array in McArthur.
- Joe and Bill assisted the maintenance team from the school district with repairing 3 separate leaks throughout their system at both schools.
- Joe and Bill went to the dump this last month, eliminating some old light fixtures and trash from both the shop and the area around the storage tanks.
- The Napa lift station has been flushed and cleaned. Unfortunately, this caused the pumps to become clogged with debris and grease. Both pumps were removed from the wet well, cleaned and cleared. Operation is back to normal.
- Joe and Bill exercised some valves between Main St and Bridge St in hopes of locating one that may have been closed.
- Joe and Bill are attending the Cal-Tap conference in Redding tomorrow.
- Joe moved the firetruck back to the shop for the time being.
- Joe and Bill located our Chlorination plan, reviewed, and posted it for any possible future emergency situations.
- The August drought report has been completed.
- Fire Hydrants have been flushed, and meters have been read.
- Water loss for the month was 5% (10 GPM), this is a 2% decrease from last month (16 GPM)
- Bacti samples for the month were negative.

Manager Report (Copied from the written Report by Cecil Ray)

General Comments:

At approximately 10:30 AM, 8 September 2023, we experienced a 4.2 magnitude quake in the district. The epicenter was 12 km from FRM midway between Hwy 299 E at Hat Creek Park and Baum Lake to the South. Immediate response by field staff to survey well, storage tanks, water distribution system, sewer Lift Stations, and sewer force mains indicated no major damage. One small seeping water leak in an old 3" steel line was observed and has since been repaired with a repair clamp. Assemblywomen Dahle's office call us to inquire as to impacts and if we need assistance. Steve Watson with the Department Drinking Water did as well via an email a few days later. Each was assured we had no major impact and appreciated their concern.

Administrative:

LAFCO – 2021 Annexation – Jess Gregory, Gregory Engineering, at my request did prepare an estimate to prepare a metes and bounds description of the annexation area to satisfy the State Board of Equalization requirements to complete this annexation. I have received this \$7K estimate and task him to proceed in preparation. With this description we can finalize this annexation as presented and approved by LAFCO. Per LAFCO, George Williamson, Exec Officer, if do not have this information before the LAFCO's October meeting, we will need LAFCO to request an extension from the State Board of Equalization.

Grants:

1. Test Well Project @ Curve Street: UEI AR 6376 – TA Grant – Sac State: Grant Engineer: Randy Marx

The UEI contracting department attorney is in direct communication with the driller on the contract to drill the well. Driller Arley Enloe has not received a draft contract to begin communication with this bonding company. Our project is at the top of UEI list per direction from State DFA. I speculate we could begin drilling in October.

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2. **“Fall River Valley Well Infrastructure Project”**: DWR (Department of Water Resources):
Grant Manager: Tara George - NO CHANGE

Design is basically on hold until the well is completed. Our 3rd reimbursement requests for engineering expenses to date have been sent to DWR for payment along with the initial Progress Report from Pace on the project. Design has stopped until the well drilling and testing is completed. We have received reimbursement for our 1st request.

3. **Wastewater System Expansion (McArthur) Project**:

The State required supplemental environmental on-the-ground private property surveys of approx. 50 parcels locations has been done. Enplan is in the written report process of this survey. It may be 3-4 weeks before his report is submitted to the DFA. Once this is done a representative from Senator Dahle’s office wants to start tracking and pushing the application funding process.

We are in communication with DFA on their concerns regarding community support for this project. We will continue to communicate with them to define exactly the measurement matrix and format they need to be comfortable that the community will support and use the sewer system. I will keep you informed as this develops.

The real property you authorized me to proceed to purchase for this project is now in Escrow. Our due diligence prior to the closing of escrow is now in process.

4. **McArthur Well – “Well No. 1 Improvements”**: **Sierra Institute/DWR, Lead Person: Zoe Watson**

We were informed by Sierra Institute that as of 31 August they will no longer be facilitating/processing this DWR/IRWM Grant.

Immediately upon this notification DWR contacted us directly. We are now in a new Grant Agreement drafting process directly with DWR utilizing the same remaining grant funds. The grant funds for us will be increased in an amount which Sierra Institute was to be paid for their administrative effort had they completed the administration. This dollar amount is unknown until DWR finalizes their relationship with Sierra Institute, 31 August. The new Draft Agreement process is moving. You will need to take Resolution action tonight so we can proceed with agreement. The budget is being revised and I am proposing the CSD pay the land purchase costs with all related land acquisition costs be funded by the grant. Under our present option agreement, the district will have paid 50% +/- of the purchase costs by December 2023.

The project design element has stopped while we wait for Backup Generator funding decisions. See comments below.

- Backup Generator Funding Program: RCAC Grant Lead Person: Andrew Reynolds (NEW)**

Andrew Reynolds the lead for RCAC has been working with Pace Bryan Gentiles, Electrical Engineer, to complete the project plan. The grant has been fully funded by the state and, once again, we are working with Andrew to design, and bid this generator project together with the McArthur Well Improvement Project. We had previously had this understanding, but with the turnover in personnel we are having to revisit this agreed approach.

While we wait for the final decision the design for McArthur Well Improvements has stopped.

Projects:

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McArthur Well H Standby Engine Rehab:

Rehab Continues - Engine cooling system project is proceeding. Heat exchanger and new fabricated expansion tank have been mounted on new steel foundations/columns. The heat exchanger has been plumbed with new fabricated piping to engine jacket water system. Cooling water engine temperature control valve, backflow and vacuum breaker valve material has been purchased. Cooling water piping and fittings material list is being developed for ordering. No'scheduled completion date has been set. Progress will be made as time and vendor assistance is available.

OLD BUSINESS:

- None

NEW BUSINESS:

Consider Resolution 2023-08 - DWR for the McArthur Well #1 Improvement Project

- o DWR is taking over the administration of the grant from Sierra Institute, which requires a resolution of the Board.
 - Director Hendrix made a motion to Approve Resolution 2023-08. Director O'Connor seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, O'Connor)

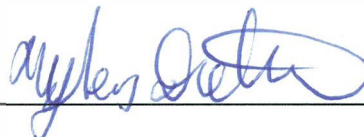
Regular Meeting Adjourned at 6:34 PM

Submitted,

Approved 10/11/2023



Cecil D. Ray
Board Secretary and General Manager



Tyler DeWitt
Board President