

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

**April 17, 2024**

**CALL TO ORDER:**

Chairman DeWitt called the Regular Board Meeting to Order at 6:10 pm

**ROLL CALL OF DIRECTORS:**

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

**VISITORS:** None

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:**

- A motion was made by Director O'Connor to approve the regular board meeting minutes from 3/13/2024. Director Hendrix seconded, and the motion passed unanimously with a vote of 4 ayes (DeWitt, Hendrix, Lopez, 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 4 ayes (DeWitt, Hendrix, Lopez, O'Connor)

❖ **Chairman's Report**

- Chairman DeWitt present Joseph Huston with a plaque from JPIA for completion of Supervisor Basics and Operator Certification Programs.
  - Chairman DeWitt commended his achievement, making him even more valuable to the District.
  - Joseph thanked everyone for the recognition and strives to become a supervisor and keep adding to his skillset.

❖ **Parks Report**

● **Two Rivers Park**

- Plans continue for the Pavilion and Restroom to be constructed in the spring.
  - Preliminary photos and plans available in the office
- Shortly after the last large rainstorm (March 26<sup>th</sup>), damage to the trail and west side of the new entry gate at Two Rivers West was reported.
  - Large ruts and damage to a small portion of the trail and moving of the barrier rocks, along with ruts, next to the entry gate.
    - There is video of the guilty party and a police report was filed
    - We have not received an update on the investigation
    - Landscaping repairs will need to be performed
    - Will be working on securing the property line in the next few weeks/months
- Regardless of a couple careless community members, the Two Rivers West gate is now open (by Wednesday April 17<sup>th</sup>), and the area accessible for people to enjoy.

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

- Reimbursement requests received and deposited:
  - \$76,013 - CA Natural Recourses Agency (Green Infrastructure Grant)
  - \$9,740 - Sierra NV Conservancy (Stewardship Council Enhancement Grant)
- ❖ **Treasurers Report** (Copied from written report)
- **Budget**
  - The draft budget will be up for review at the May Board meeting
    - Amber will be in touch with the Budget Committee before the May meeting.
- **Revenue**
  - Operating revenue: \$61,112
    - \$4,600 under the budgeted amount.
      - At 75% through the fiscal year, the budget is still looking OK with total revenue at 69%.
      - The revenue shortfall is in water. Customers are using less this year, and the trend may continue with the amount of rain we have been getting.
        - Both revenue and expenses are below budget. It is preferable to be above the budgeted amount in revenue, but it is difficult to predict how a rate increase is going to impact the budget.
      - The 2024 rate increase is effective in April.
- **Employee Expenses**
  - Total Employee expenses: \$33,087
    - \$2,200 under the budgeted amount.
      - 68% for the year
- **Operating Expenses**
  - Total operating expenses: \$12,688
    - \$3,600 under the budgeted amount.
      - 70% for the year
- **Total Expense are at 69% for the year**
- **Summary**
  - Net income for the year, *after* depreciation and Grant activities: \$313,955
    - Net income without grant activity and depreciation: \$192,572
- ❖ **Operations Report** (Copied from written report)
  - Bill and Joseph met with a survey team from Pace to do a meter location survey. This is part of the water grant project to upgrade our system to AMI.
  - The Volumetric Annual Report (VAR). for 2023 is completed and submitted to the state
  - Scott Nelson from CCC called us to inform us of a leak located at Fort Crook. Working with Scott Nelson from CCC we were able to get the leak fixed, digging up the leak uncovered an unmetered line going to the round barn on the Fort Crook property. This unmetered line has not yet been addressed.
  - Joseph has passed his D-3 test. Congratulations Joseph!

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

- Joseph and Bill noticed the pressure regulator on the vac trailer had cracked during inspection. The part was ordered, and the repair is complete.
- The 1<sup>st</sup> quarter wastewater report has been completed and sent to the Resource Control Board.
- We have a new state regulated water quality survey, (lead and copper rule inventory) that is due in Oct of this year, Joe has begun the process by entering preliminary info into the database for the survey.
- Bill and Joseph have cleaned and cleared some old waste from the shop and the 3<sup>rd</sup> bay.
- Fire Hydrants have been flushed, and meters have been read and the drought report is completed for January.
- Water loss for the month was 11 GPM, this is a 1% change from last month.
- Bacti samples for the month were negative.

❖ **Manager Report** (Copied from written report)

**General Comments:** On the evening of 1 April, I had a momentary vertigo event which resulted in me falling and fracturing my left hip. Following a short stop at Mayers Hospital I was flown to Shasta Regional Hospital in Redding for surgery and returned to Mayers 5 April for Rehab and discharged 10 April. I have been working from home on a "Slow Bell" with a brief attendance in office the last couple of days. I am walking with a cane and walker as needed. I plan to return to the office as soon as possible. Complete bone healing should take another 4 weeks.

Amber Beck, Bill Rodeski, and Joseph Huston have kept the district functioning without issue in my absence and have always been available to assist me with information support from home.

**Continuing Education:** Joseph Huston has tested and is now a Distribution Grade 3 Operator. Joseph should be presented a special award tonight from our Board President in recognition of his continuing education/

**Administrative:**

**Bridge Loan -No Change -** Rural Community Assistance Corporation – RCAC – Once we need this loan just prior to the construction phase of this project we have everything in place to proceed through our contact Mike Archer.

**LAFCO – 2021 Annexation –**

I need to follow-up with the County on this item. We have sent a bill to Shasta County for their portion of the costs and have yet to receive any funds or communication.

**Grants:**

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

- The Test Well concrete pour apron around the casing is completed, well disinfected, and capped with CSD lock. Item has been accepted and Enloe is being paid for by UEI.
- Test Well Team has approved and funded test pumping the FR Cemetery Well (impacted landowners have given their approval to our pumping plan) to determine well drawdown which will provide the Bonnie Lampley with the information she needs to determine if we drill a second shallow well near the first Test Well what the aquifer will yield and will this second well impact other wells in area.
- Test pumping piping planned to be installed tomorrow with pumping on Friday or early next week. Bonnie Lampley staff will attend document testing.

**Alternatives:**

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

- Pace Engineering is being brought into the Team conversation to prepare some preliminary cost estimates for potential water treatment infrastructure and operational expenses to help with second well drilling justification.
  - Once the FR Cemetery testing results are known and data supports no issues as to impact to others drilling a second shallower well near the completed well location is quite probable with the with available funding considering the initial input by Pace as to cost for treatment.
2. **“Fall River Valley Well Infrastructure Project”:** DWR (Department of Water Resources): **Grant Manager: Tara George -**  
The design has stopped until we know what well we will be using.
3. **Wastewater System Expansion (McArthur) Project:**  
We continue to solicit community Letter of Intent support for the project.  
I have received the Fall River Joint Unified School District Board a Letter of Support and a complete school population document that will verify same. Both these will add to our funding justification effort.  
I have set and informed Cheng Vue with the funding agency 1 May as the date we will transmit to him the final results of our Letter of Intent effort. I have had and continue to have members in our community assisting in our outreach.
4. **Water System Improvement Project: -**  
**Project has now been moved to Small Community Drinking Water Unit**  
**New Project Manager: Francine Fua**  
**We have received this planning, design, and environmental grant for \$2,016,000.**  
Operation staff have assisted Pace Engineering with some field surveys of meters to initiate the GIS component of the project.
5. **McArthur Well – “Well No. 1 Improvements”:** DWR, **Lead Person: Ashley Gilreath with AnnMarie Ore as her direct Supervisor**  
Bid opening will be 3:00 PM, 11 April 2024, at the CSD office. Three bids were received. The bids were higher than our funding. Bids have been reviewed and a synopsis is available for your review.  
We are seeking additional sources of funding and negotiations to reduce costs with the low bidder.  
**Backup Generator Funding Program: RCAC Grant Lead Person: Andrew Reynolds (NEW)**  
Generators were included in the above bid package.
6. **Pine Grove Mobile Home Park: UEI AR 6644 – TA Grant – Sac State: Grant Engineer: Randy Marx**  
I have a Zoom Teams meeting tomorrow at which time I should receive an update on the progress/results for community outreach those interested in being a part of this expansion project design.

**Projects:**

1. **Solar/McArthur Well:**

Amber Beck will give you an update tonight as to the financial success of this project to date.

**Solar - “Fall River Valley Well Infrastructure Project”:**

I continue to work on this application issue. For some reason unknown to myself or Chico Electric

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

PG&E chose to cancel our application without communicating with either of us. I am letting Chico Electric take the lead on this for a time before I become involved.

**My general feeling it was most unprofessional on the part of PG&E. There had been no communication about what action on our part they required for us to keep the application active.**

**2. Pit River Bridge – Easement Negotiations with Shasta County**

I need to follow-up with John Heath, Shasta County, Deputy Director Public Works as to the status of this application and our inclusion within the application process.

**3. Diamond Mapping: No activity**

**4. Blueprints/Record Plans/Documents:**

Gerald Stone continues to make diligent progress on this huge project. Some plans have been sent to Ellis in Redding for scanning.

**OLD BUSINESS:**

- ❖ None

**NEW BUSINESS:**

- ❖ Update from Pace Engineering – Memo in Board Packet. Text Copied Below
  - The bid opening for the subject project was held at the District Office on Thursday, April 11, 2024 at 3:00 p.m. Three bids were received, refer to attached Bid Summary. After a preliminary evaluation of bids, MDS Engineering and Construction, Inc., the apparent low bidder, has been determined responsive with a total bid amount of \$1,358,227. Unfortunately, the lowest bid was about \$412,713 higher than the amount budgeted for constructing the Base Bid of the project. We have reached out to both DWR and RCAC to determine if additional funding can be allocated from both sources. We have yet to hear back from either agency. If additional DWR and RCAC funding cannot be allocated to the project, there are two potential paths forward:
    1. Negotiate possible deductive change orders with the apparent low bidder, by removing scope, to bring the project cost within budget, or
    2. Reduce scope, redesign, and re-bid the project. This option would add two to three months to the project schedule.As we are awaiting responses from the funding agencies, we have reached out to some of the bidders, subcontractors, and suppliers to ascertain elements of the project that led to the high bid prices and steps that could be taken to reduce costs. Once we have definitive confirmation from funding agencies on the potential for increased funding allocations, we will recommend a path forward.

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

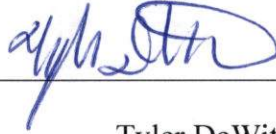
**Regular Meeting Adjourned at 6:27 PM**

Submitted,



---

Cecil D. Ray  
Board Secretary and General Manager



---

Tyler DeWitt  
Board President