

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

May 15, 2024

CALL TO ORDER:

Chairman DeWitt called the Regular Board Meeting to Order at 6:06 pm

ROLL CALL OF DIRECTORS:

Director's present: DeWitt, Hendrix, Lopez

Director's absent: O'Connor

VISITORS: None

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- A motion was made by Director Hendrix to approve the regular board meeting minutes from 4/17/2024 with the spelling correction to "Joseph" in the Chairman's Report. Director Lopez seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, Lopez)

APPROVAL OF INVOICES:

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

❖ **Chairman's Report**

- Chairman DeWitt thanked Gerald Stone for his wonderful work on the Two Rivers West trail.
 - Gerald repaired the damage caused at the end of March.

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

- Two Rivers Park
 - Plans continue for the Pavilion and Restroom to be constructed by September.
 - The details of each are included in the board information this month
 - Landscaping can begin after the pavilion is constructed
 - In the process of applying for a \$200,000 Grant Advance Loan to cover the large expenses.
 - As the larger expenses come due, it will be difficult for the District to cover them in advance.
 - This may require a special meeting before the June board meeting, to approve the District entering into a loan agreement.
 - There are Zero fees associated with this loan through Rural County Representatives of California (RCRC)
 - Pavilion
 - TRG Excavation will provide an estimate on the site work for the pavilion.
 - Romtec should have the pavilion ready for delivery sometime in June.

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- Because the District opted in to the UPCCAA, any job under \$60,000 can be awarded by contract, without having to go through a bidding process.
- Restroom
 - The restroom is not expected to be delivered until August
 - Site work will be completed closer to the time of delivery
- Two Rivers West
 - Keystone Designs (Gerald Stone) is in the process of repairing the trail. He is doing an excellent job. See attached before and after photos.
- General
 - Gerald is Opening and closing the Two Rivers West Gate, along with the restrooms at the Lions Park. He is also monitoring the trails and doing light maintenance where needed.
- Reimbursements Requested – May receive by June 30th
 - \$21,146.50 – REQ#9 CA Natural Recourses Agency (Green Infrastructure Grant)
 - \$33,660.50 – REQ#4 Sierra NV Conservancy(Stewardship Council Enhancement Grant)
 - \$14,366.15 - REQ#5 Sierra NV Conservancy (Stewardship Council Enhancement Grant)
 - \$7,822.50 - REQ#2 CA State Parks (Per-Capita Grant)
 - Total: \$76,995.65
- ❖ **Treasurers Report** (Copied from written report)
 - **General**
 - The Community Foundation of The Northstate Burney Regional Community Fund grant that Joseph and Amber applied for has been awarded to the District.
 - We are grateful for this grant as it will provide much needed equipment for Operations
 - Joseph is determining what safety gear and equipment can be purchased with the \$7,000
 - **Budget**
 - Because of the rate increases and drastically changing economic conditions affecting budget items, the draft budget for FYE 2025 will be available for review at the June Board Meeting. The final budget will be approved at the July Board Meeting. The financials for the first month of the fiscal year (July) are not computed until August, so this will not have an adverse effect on fiscal operations.
 - **Revenue**
 - Operating revenue: \$66,036
 - Water: \$43,702 Actual \$46,510 Budget
 - Sewer: \$22,333 Actual \$22,598 Budget
 - Approximately \$3,000 under the budgeted amount.
 - This was the first month of the 2024 rate increases
 - 75% for the year (83% through the Year)
 - **Employee Expenses**
 - Total Employee expenses: \$33,616
 - Almost \$1,700 under the budgeted amount.
 - 75% for the year (83% through the Year)
 - **Operating Expenses**
 - Total operating expenses: \$14,633

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- \$615 under the budgeted amount.
 - 76% for the year (83% through the Year)
- **Total Expense are at 75% for the year**
- **Summary**
 - Net income for the year, *after* depreciation and Grant activities: \$323,518
 - Net income without grant activity and depreciation: \$210,771
- ❖ **Operations Report** (Copied from written report)
 - Joseph and Bill started and completed a valve location survey for both Cecil and Pace Engineering. This information will be a future benefit to the water grant project.
 - Replaced 1 weathered tire on the generator. The other 3 still need to be replaced.
 - Joseph and Bill found an issue with the pressure regulator on the vac-trailer, working with Ron Shannon, we were able to get the issue resolved and the vac-trailer working properly.
 - Discovered a substantial leak located across from the Valley Baptist Church in McArthur. This leak was caused by a failed saddle located on the hot tap providing service to the church. This issue took a few days to completely repair. The leak is fixed and service to the church has been re-established.
 - Joseph and Bill placed fence guards at Lyons Park around the little league field.
 - We have put the mower deck back onto the riding mower. Mowing projects will start soon.
 - DFS (Data Flow Systems) is no longer using Aqua Sierra as their technical support liaison for their SCADA systems. Joseph and Bill had a 2.5-hour meeting with Mr. Ed Dabos to discuss features, options, and technical support contact information for any of the district's future needs regarding our current SCADA system.
 - Fire Hydrants have been flushed, and meters have been read and the drought report is completed for April.
 - Water loss for the month was 11 GPM, this is a 0% change from last month.
 - Bacti samples for the month were negative.

❖ **Manager Report**

- No report this month

OLD BUSINESS:

- None

NEW BUSINESS:

- ❖ Consider Award to MDS for the McArthur Well No. 1 Improvements - Contingent on DWR and RCAC Approval
 - Paul Reuter and Paige Cibart were available via telephone to answer any questions from the board.
 - Director Lopez asked what changing panel from 4-S to 3-R means.
 - Paige Cibart explained that it removes the stainless-steel requirement, making it less dust and weatherproof but it will still resist the weather in this area.
 - It is also cheaper
 - Director Hendrix made a motion to Award to MDS for the McArthur Well No. 1 Improvements - Contingent on DWR and RCAC Approval. Director Lopez seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, Lopez)

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- ❖ Consider Engineering Agreement for FRVCSD Water System Improvements
 - Paul Reuter and Paige Cibart were available via telephone to answer any questions from the board.
 - Director Hendrix made a motion to approve the engineering agreement for the FRVCSD Water System Improvements. Director Lopez seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, Lopez)
- ❖ Consider Approval of Romtec Proposal and CXT Order for Park Improvements
 - Both agreements have been approved by the GM, Parks Manager and Parks Engineer – Gregory Engineering.
 - Romtec is for the purchase and installation of the Pavilion
 - CXT is for the prefabricated restroom
 - Chairman DeWitt made a motion to approve the Romtec Proposal and CXT Order for Park Improvements. Director Hendrix seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, Lopez)
- ❖ Consider Resolution 2024-03 – Adopt Policy 6070 Informal Bidding Procedures Under The Uniform Public Construction Cost Accounting Act
 - The resolution and policy are required by the UPCCAA, which the District elected to be part of by Ordinance 2024-01
 - Director Hendrix made a motion to Consider Resolution 2024-03 – Adopt Policy 6070 Informal Bidding Procedures Under The Uniform Public Construction Cost Accounting Act. Director Hendrix seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, Lopez)
- ❖ Consider Cost of Living Increase for 2024/2025
 - The employees are getting raises from GM Ray, which amount to at least 4%
 - Amber Beck stated that because of regular raises, approving a cost-of-living increase would raise wages 6 to 7%, which is not fiscally responsible.
 - Bill Rodeski stated that he didn't want to put the District into a financial burden.
 - The board will re-evaluate the 2025/2026 Cost of living increase in January 2025

Regular Meeting Adjourned at 6:40 PM

Submitted,



Cecil D. Ray
Board Secretary and General Manager



Tyler DeWitt
Board President