

AGENDA

FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING

May 15, 2024, at 6:00 PM

District Office, 24850 Third St., Fall River Mills, CA 96028

Mission:

The Fall River Valley CSD is committed to providing quality municipal services to the residents of the Fall River Valley in a reliable, professional, cost effective, and environmentally conscious manner.

CALL TO ORDER

ROLL CALL OF DIRECTORS

PUBLIC COMMENT: Any member of the public may address the Board relating to any matter within the Boards' jurisdiction that is NOT on today's agenda. Pursuant to the Brown Act (Govt. Code Section 54950 et. seq.) action or Board discussion cannot be taken on public comment matters other than receive comments and, if deemed necessary, to schedule the matter on a subsequent Board Agenda.

(A) Action Item

(D) Discussion Item

(I) Information Item

APPROVAL OF MINUTES: Approval of Minutes for Regular Meeting on 4/17/2024 (D) (I) (A)

COMMUNICATIONS: None

CONSENT AGENDA: None

REPORTS:

Chairman Report: Tyler DeWitt

Parks & Rec Report: Amber Beck

Treasurers Report: Amber Beck

Approve Invoices (I) (D) (A)

Operations Report: Bill Rodeski

Manager Report: Cecil Ray

OLD BUSINESS:

- None

NEW BUSINESS:

- P 17-19 - Consider Award to MDS for the McArthur Well No. 1 Improvements - Contingent on DWR and RCAC Approval (D) (I) (A)
- P 20-21 **SP** 1-29 - Consider Engineering Agreement for FRVCSD Water System Improvements (D) (I) (A)
- SP** 30-47 - Consider Approval of Romtec Proposal and CXT Order for Park Improvements (D) (I) (A)
- P 22-23 - Consider Resolution 2024-03 – Adopt Policy 6070 Informal Bidding Procedures Under The Uniform Public Construction Cost Accounting Act (D) (I) (A)
- P 24 - Consider Cost of Living Increase for 2024/2025 D) (I) (A)

ADJOURNMENT OF MEETING

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.
 - Josheph 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 26th), 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

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Wednesday April 17th), and the area accessible for people to enjoy.

- 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.

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- Joseph has passed his D-3 test. Congratulations Joseph!
- 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 1st 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 3rd 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:

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- 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”:

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

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Regular Meeting Adjourned at 6:27 PM

Submitted,

Cecil D. Ray
Board Secretary and General Manager

Tyler DeWitt
Board President

DRAFT

Parks Report

May 15, 2024

❖ 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 Grand 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.
 - 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

Before



After



Before



After



Treasurers Report

For April 2024

❖ *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
 - \$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

Submitted by,
Amber Beck, Board Treasurer

OPERATIONS REPORT 04.17.24

❖ System

- 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 AML.
- 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!
- 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 1st 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 3rd 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.

❖ Summary

- Valve location survey
- Start the LCRI.
- Weed and fire hydrant maintenance.
- Get new tires for the generator.

INVOICES FOR APRIL 2024

INVOICES FOR APPROVAL

VENDOR	DESCRIPTION	AMOUNT	Not Paid
Amazon.com	Park Cameras, Monitor and Office Supplies	\$660.96	\$660.96
CUSI	Bill Form Postcards x2500	\$545.30	\$0.00
Dell Computers	GM Laptop	\$778.86	\$0.00
Ed Staub & Sons	Fuel	\$576.73	\$576.73
Enplan	CEQA Ammendment - TRP	\$990.00	\$990.00
Joseph Huston	Physical for CDL	\$150.00	\$150.00
Keystone Designs	Park Maintenance and Trail Repairs	\$300.00	\$300.00
Lagerloff	Legal - Contract Issues	\$337.50	\$0.00
Les Schwab Tires	Tires for trailer	\$193.69	\$0.00
Napa Auto Parts	Trailer and Dodge Maintenance	\$24.63	\$24.63
Romtec Companies (GRANT REIMBURSABLE)	10% Manufacturing - Two Rivers Park Project - Pavillion	\$7,257.05	\$7,257.05
Romtec Companies (GRANT REIMBURSABLE)	Sealed Plan Set	\$16,087.50	\$0.00
Singleton Auman PC	Prepare and Submit FTR	\$1,325.00	\$1,325.00
Tim Mannix	Pump Work for Test - FRM Test Wells	\$375.00	\$375.00
Valley Best Hardware	Office and Maintenance	\$247.45	\$247.45
Total		\$29,849.67	
Due as of 4/30/2024			\$11,906.82

PRE-APPROVED INVOICES

VENDOR	FOR	AMOUNT	Not Paid
EDD	April-24	\$722.25	\$0.00
Coastal - Printer Lease	April-24	\$351.24	\$0.00
F&M Bank - Solar Lease Payment	April-24	\$2,017.00	\$0.00
Frontier - Internet/Telephone	April-24	\$423.77	\$0.00
Internal Revenue Service	April-24	\$5,585.94	\$0.00
Joseph Huston - Cell Phone	April-24	\$35.00	\$0.00
JPIA - Dental/Vision/Life	April-24	\$551.28	\$0.00
JPIA - Work Comp QTR 3	April-24	\$1,113.18	\$1,113.18
Pers - Employee Health	April-24	\$6,974.88	\$0.00
Pers Retirement	April-24	\$2,561.11	\$0.00
Pace Analytical- Water Testing	April-24	\$181.02	\$0.00
Pers Unfunded Liability	April-24	\$3,058.00	\$0.00
PG&E	April-24	\$1,858.81	\$0.00
Starlink	April-24	\$120.00	\$0.00
William Rodeski - Cell Phone	April-24	\$35.00	\$0.00
Cecil Ray - Stipened	April-24	\$300.00	\$0.00
Total		\$25,888.48	\$1,113.18
Due as of 4/30/2024			\$1,113.18

Grant Reimbursable - (Not Paid Includes Previous Invoices)

VENDOR	FOR	Current	Not Paid
Pace Engineering	2268.06 - Water System Improvements	\$23,725.44	\$23,725.44
Pace Engineering	2268.07 McArthur Sewer Improvements	\$7,611.00	\$62,455.52
Pace Engineering	2268.08 IRWM Well No. 1 Improvements	\$0.00	\$40,845.81
Pace Engineering	2268.08 Well No. 1 Improvements	\$12,052.00	\$12,052.00
Pace Engineering	2268.09 FRM Well No. 1	\$330.00	\$553.50
Total		\$43,718.44	\$139,632.27

Due as of 4/30/2024

\$152,652.27

Total Amount for the month: \$56,738.44

Fall River Valley Community Services District
Statement of Revenues and Expenditures - BM Budget vs Actual
From 4/1/2024 Through 4/30/2024

	April 2024 Actual	April 2024 Budget	Total Budget	YTD Actual (07/01/2023 - 04/30/2024)	YTD Percent Used
Revenue					
Operating Revenue					
Revenue-Utilities	65,446.62	68,458.29	895,073.90	679,341.76	75.89%
Outside/Container Revenue	0.00	0.00	12,750.00	8,900.85	69.81%
Utility Fees	589.33	650.00	7,600.00	6,318.76	83.14%
Total Operating Revenue	66,035.95	69,108.29	915,423.90	694,561.37	75.87%
Non Operating Revenue					
Taxes Revenue	0.00	0.00	50,542.13	33,305.42	65.89%
Interest Revenue	25.98	0.00	0.00	386.17	0.00%
Donations	0.00	0.00	0.00	525.00	0.00%
Miscellaneous	386.44	0.00	0.00	411.77	0.00%
Total Non Operating Revenue	412.42	0.00	50,542.13	34,628.36	68.51%
Total Revenue	66,448.37	69,108.29	965,966.03	729,189.73	75.49%
Expenses					
Employee Expense					
Wages	23,824.18	25,023.52	324,905.76	245,039.23	75.41%
Payroll Taxes	1,631.49	1,851.74	24,043.03	18,124.08	75.38%
Employee Health Insurance	5,772.24	6,309.00	69,663.00	54,587.64	78.35%
PERS- Retirement Compensation Insurance	1,274.75	1,719.05	23,732.01	15,931.44	67.13%
	1,113.18	385.00	5,050.00	3,543.05	70.15%
Total Employee Expense	33,615.84	35,288.31	447,393.80	337,225.44	75.38%
Operating Expense					
PERS Unfunded Liability 1595	2,358.00	2,335.00	28,020.00	23,930.00	85.40%
Legal & Accounting	1,662.50	600.00	23,200.00	17,287.50	74.51%
Outside Services	2,090.19	1,824.00	21,889.20	13,673.35	62.46%
Permit Fees	90.00	696.00	17,375.00	10,658.88	61.34%
Association Dues	0.00	0.00	7,377.00	8,571.61	116.19%
Insurance	1,886.08	1,886.08	22,632.99	18,860.80	83.33%
Office Supplies	1,127.72	210.00	2,520.00	1,696.02	67.30%
Shop Supplies	0.00	220.00	2,640.00	1,529.94	57.95%
Postage	209.35	250.00	3,480.00	2,959.79	85.05%
Bank Fees	0.00	20.00	240.00	108.00	45.00%
Equipment Rental	0.00	100.00	1,200.00	196.02	16.33%
Equipment/Tools	0.00	200.00	2,400.00	1,748.98	72.87%
Water Tests	181.02	225.00	2,700.00	1,976.60	73.20%
Vehicle Expense	24.63	200.00	2,400.00	1,558.47	64.93%
Maintenance & Repairs	0.00	1,100.00	13,200.00	7,503.80	56.84%
Garbage Fees	0.00	40.00	480.00	29.62	6.17%
Interest Expense	222.34	223.00	14,626.00	13,681.04	93.53%
Software License & Hardware Maint	327.34	446.00	13,932.00	13,193.13	94.69%
Education	0.00	100.00	1,200.00	905.87	75.48%
Mileage	150.00	300.00	3,600.00	2,572.31	71.45%

Fall River Valley Community Services District
Statement of Revenues and Expenditures - BM Budget vs Actual
From 4/1/2024 Through 4/30/2024

	April 2024 Actual	April 2024 Budget	Total Budget	YTD Actual (07/01/2023 - 04/30/2024)	YTD Percent Used
Fuel	576.73	558.25	5,989.00	5,296.05	88.42%
Telephone/Internet	763.77	715.00	8,735.00	7,256.19	83.07%
Utilities	1,858.81	2,600.00	32,304.00	21,916.80	67.84%
Miscellaneous Expense	1,104.85	400.00	4,800.00	3,669.77	76.45%
Donation	0.00	0.00	0.00	412.50	0.00%
Total Operating Expense	14,633.33	15,248.33	236,940.19	181,193.04	76.47%
Total Expenses	48,249.17	50,536.64	684,333.99	518,418.48	75.76%
Net Income	18,199.20	18,571.65	281,632.04	210,771.25	74.83%
Asset Expense					
Depreciation					
Depreciation Expense	14,994.00	0.00	0.00	149,942.00	0.00%
Total Depreciation	14,994.00	0.00	0.00	149,942.00	0.00%
Amortization					
Amortized Expense	642.00	0.00	0.00	6,420.00	0.00%
Total Amortization	642.00	0.00	0.00	6,420.00	0.00%
Total Asset Expense	15,636.00	0.00	0.00	156,362.00	0.00%
Capital Activities					
Grant Revenue					
Grant/Loan Inflow	7,000.00	0.00	0.00	269,108.64	0.00%
Total Grant Revenue	7,000.00	0.00	0.00	269,108.64	0.00%
Total Capital Activities	7,000.00	0.00	0.00	269,108.64	0.00%
Net Income Including Grant Activities	9,563.20	18,571.65	281,632.04	323,517.89	114.87%

Fall River Valley Community Services District
 Balance Sheet
 As of 4/30/2024

	Current Year
Assets	
Current Assets	
Cash & Cash Equivalents	324,670.18
Accounts Receivable	96,031.38
Inventories	70,230.28
Prepaid Expenses	4,220.00
Total Current Assets	495,151.84
Long-term Assets	
Property & Equipment	3,418,522.00
Construction in Progress	1,270,365.35
Total Long-term Assets	4,688,887.35
Total Assets	5,184,039.19
Liabilities	
Short-term Liabilities	
Accounts Payable	152,652.27
Other Short-term Liabilities	2,001.70
Total Short-term Liabilities	154,653.97
Long-term Liabilities	
Long-term Liabilities (Lease/Loan)	654,415.43
Pension Liability	252,335.00
Total Long-term Liabilities	906,750.43
Other Accounts	
Balancing Accounts	74,785.23
Total Balancing Accounts	74,785.23
Total Other Accounts	74,785.23
Total Liabilities	1,136,189.63
Net Assets	
Beginning Net Assets	
Net Assets	3,629,001.67
Current YTD Net Income	
	323,517.89
Total Current YTD Net Income	323,517.89
Total Net Assets	3,952,519.56
Total Liabilities and Net Assets	5,088,709.19

Fall River Valley Community Services District
Check/Voucher Register
1020 - Operating Account-Checking
From 4/1/2024 Through 4/30/2024

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Check Amount</u>
2024.04 Solar	Solar Lease Payment	Farmers & Merchants ...	2,017.00
4320	System Generated Check/Voucher	Cecil Ray	300.00
4321	System Generated Check/Voucher	Continental Utility Sol...	545.30
4322	System Generated Check/Voucher	Joint Powers Insuranc...	551.28
4323	System Generated Check/Voucher	Joseph Huston	125.00
4324	System Generated Check/Voucher	Lagerlof, LLP	337.50
4325	System Generated Check/Voucher	Pace Engineering	1,446.50
4326	System Generated Check/Voucher	Romtec Companies	16,087.50
4327	System Generated Check/Voucher	US Postmaster	320.00
4328	System Generated Check/Voucher	William Rodeski	35.00
DEBIT 20083016...	Inspiron 16 Laptop For General Manager	Dell Computers	778.86
DEBIT 2024.04.23	Tires for trailer	Les Schwab Tires	193.69
EFT 1-049-164-048	Payroll Liabilities for 2024.04.05	Employment Develop...	359.94
EFT 1000000174...	Retirement Contribution Plan - 27147 PD 2...	Public Employees Reti...	1,429.48
EFT 1000000174...	Retirement Contribution Plan - 27147 PD 2...	Public Employees Reti...	1,131.63
EFT 1000000174...	Unfunded Liability	Public Employees Reti...	2,358.00
EFT 10696276	Fuel	Ed Staub & Sons	443.22
EFT 1081889938...	Utilities	Pacific Gas & Electric	1,858.81
EFT 1696-17X1-P...	Supplies	Amazon.com	115.66
EFT 17486905	Employee Health	Public Employees Reti...	6,974.88
EFT 2-085-709-072	Payroll Liabilities for 2024.04.19	Employment Develop...	362.41
EFT 2024.04 Fro...	Phone/Internet	Frontier Communicati...	423.77
EFT 21061814-8...	Internet	Starlink	120.00
EFT 22542531	Water Testing	Pace Analytical Servic...	181.02
EFT 23160864	Payroll Liabilities for 2024.04.19	Internal Revenue Serv...	2,837.16
EFT 36281584	Lease Payment	Coastal Business Syst...	327.34
EFT 61802320	Payroll Liabilities for 2024.04.05	Internal Revenue Serv...	2,748.78
EFT ASN28DFL	Engineering Services - Parks - Per Capita	Gregory Engineering, ...	4,963.75
EFT ASN28WZR	Engineering Services - Parks - SC Enhance...	Gregory Engineering, ...	5,748.75
PR202429	Employee: Beck; Pay Date: 4/19/2024	Amber Beck	2,158.97
PR202430	Employee: Huston; Pay Date: 4/19/2024	Joseph M. Huston	1,870.70
PR202431	Employee: Ray; Pay Date: 4/19/2024	Cecil D. Ray	1,676.45
PR202432	Employee: Rodeski; Pay Date: 4/19/2024	William D. Rodeski	2,034.64
PR202433	Employee: Stone; Pay Date: 4/19/2024	Gerald R. Stone	288.25
PR24.051	Employee: Beck; Pay Date: 4/5/2024	Amber Beck	2,223.71
PR24.052	Employee: Huston; Pay Date: 4/5/2024	Joseph M. Huston	1,906.07
PR24.053	Employee: Ray; Pay Date: 4/5/2024	Cecil D. Ray	1,586.96
PR24.054	Employee: Rodeski; Pay Date: 4/5/2024	William D. Rodeski	2,037.09
PR24.055	Employee: Stone; Pay Date: 4/5/2024	Gerald R. Stone	324.28
Report Total			<u>71,229.35</u>

Fall River Valley Community Services District

Statement of Cash Flows

As of 4/30/2024

	<u>Current Period</u>
Cash Flows from Operating & Non-Operating ...	
Changes in Accounts Receivables-Grants	85,753.65
Grant Revenue	7,000.00
Changes in Accounts receivable-Operations	1,125.95
Interest & Dividends Received	25.98
Sales	66,035.95
Miscellaneous Receipts	(0.02)
Payments to Employees & Suppliers	(69,048.23)
Total Cash Flows from Operating & Non-Oper...	<u>90,893.28</u>
Cash Flows from Investing Activities	
Net Cash from Purchase/Sale of Assets	0.00
Total Cash Flows from Investing Activities	<u>0.00</u>
Cash Flows from Financing Activities	
Net Cash from Long-term Debt Transaction	(1,794.66)
Total Cash Flows from Financing Activities	<u>(1,794.66)</u>
Beginning Cash & Cash Equivalents	
	235,571.56
Ending Cash & Cash Equivalents	<u><u>324,670.18</u></u>

RECOMMENDATION OF AWARD

May 10, 2024

2268.08

Cecil Ray, General Manager
Fall River Valley Community Services District
24850 3rd Street
Fall River Mills, CA 96028
generalmgr@frvcsd.org

Members of the Board:

Subject: McArthur Well No. 1 Improvements

The bid opening for the subject project was held on April 11, 2024. PACE Engineering, Inc. (PACE) has reviewed the bids received, and enclosed is the Bid Summary.

The low bidder on the project was MDS Engineering and Construction (Contractor) with a total bid amount of \$1,358,227.00, which includes additive alternate pricing, or \$724,000.00 for Schedule A Base Bid and \$411,493.00 for Schedule B Base Bid. These amounts exceeded available funding for both Schedules. PACE has examined the low bidder's proposal and finds it to be correct and acceptable. Changes to the original design were negotiated with the Contractor to get the project cost within budget. In general, the modifications to the original bid documents are as follows:

Schedule A:

- Exclude reconditioning and cleaning of the well.
- Remove 11-month pump rebuild requirement.
- Utilize a Goulds pump.
- Remove HVAC improvements.

Schedule B:

- Use of a Generac generator.
- Remove DPF filter.

Both Schedules:

- Remove third-party NETA Testing and Power Studies.
- Change panels from 4X to 3R.

RECOMMENDATION OF AWARD

The new contract prices for Schedules A and B Base Bids are \$504,000.00 and \$320,493.00, respectively. It is recommended that Fall River Valley Community Services District award the Contract to MDS Engineering and Construction for the Base Bids only, contingent upon approval from DWR and RCAC.

Once PACE is notified that the Contract has been awarded, a Notice of Award will be sent to the Contractor, together with Agreement and Bond forms, along with two change orders addressing the reduction in scope for both Schedules. Instructions will be included for the Contractor to sign and complete the necessary documents and return them to PACE for review. PACE will then forward them to Fall River Valley Community Services District and funding agencies for final approval before signature, which will constitute execution of the Contract.

Sincerely,



Paige Cibart
Project Manager

Enclosure

c: Amber Beck, Fall River Valley Community Services District, amber@frvcsd.org

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BID SUMMARY



5155 Venture Parkway, Redding, CA 96002
Ph: 530.244.0202

PROJECT: McArthur Well No. 1 Improvements
OWNER: Fall River Valley Community Services District
BID DATE: 4/11/2024
JOB NO: 2268.08/2828.05

BID ITEM	DESCRIPTION	QTY	UNIT	ENGINEER'S ESTIMATE		ALLEN GILL CONSTRUCTION		MDS ENGINEERING AND CONSTRUCTION		RTA CONSTRUCTION INC.	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
1	Lump-Sum Bid Price for Base Bid - Schedule A - DWR-Funded Well Improvements	1	LS		\$489,400.00		\$875,717.00		\$724,000.00		\$1,043,000.00
2	Lump-Sum Bid Price for Base Bid - Schedule B - RCAC-Funded Generator Improvements	1	LS		\$314,364.00		\$479,759.00		\$411,493.00		\$430,000.00
3	Additive Alternate 1 - Schedule A - Emergency Ventilation	1	LS		\$6,000.00		\$42,638.00		\$11,168.00		\$9,000.00
4	Additive Alternate 2 - Schedule A - New Roof	1	LS		\$21,000.00		\$107,112.00		\$72,576.00		\$100,000.00
5	Additive Alternate 3 - Schedule A - Relocate Water Line	1	LS		\$15,000.00		\$40,814.00		\$19,090.00		\$8,000.00
6	Additive Alternate 4 - Schedule A - Move Salvage Material	1	LS		\$3,000.00		\$13,072.00		\$4,400.00		\$3,500.00
7	Additive Alternate 5 - Schedule B - Portable Diesel Generator	1	LS		\$96,750.00		\$118,670.00		\$115,500.00		\$110,000.00
TOTAL BASIS OF BID:					\$945,514.00		\$1,677,782.00		\$1,358,227.00		\$1,703,500.00

AMENDMENT NO. 2 TO ENGINEERING AGREEMENT JOB NO. 2268.05

THIS AMENDMENT NO. 2 TO ENGINEERING AGREEMENT JOB NO. 2268.05 made and entered into as of this 15th day of May 2024, amends the Engineering Agreement heretofore entered between Fall River Valley Community Services District, a public utility district, hereinafter referred to as “Client,” and PACE Engineering, Inc., hereinafter referred to as “Consultant.”

RECITALS

WHEREAS, the Client and Consultant entered into Engineering Agreement, dated June 18, 2021, to provide Miscellaneous District Engineering Support for providing engineering assistance for scoping proposed water and sewer capital improvement projects, and

WHEREAS, the Client now desires to expand the scope of work by adding engineering and related services associated with the DWSRF Planning Grant (Agreement No. D2202055; Project No. 4510008-002P), executed March 11, 2024, hereinafter referred to as “Funding Agreement,” for the Fall River Valley CSD Water System Improvements, hereinafter referred to as “Project.”

NOW, THEREFORE, the parties agree that the aforesaid Engineering Agreement be amended as follows:

1. Client desires Consultant to assist on engineering, surveying, and project related tasks as generally described in EXHIBIT A, Section A.2 SCOPE OF WORK in the referenced DWSRF Planning Grant Agreement, attached. Specific project elements are described in the following documents, also attached:

- T02 – Water System Problem Description-Revised 01-27-23
- T03 – Scope of Work-Revised 01-27-23

2. Client and Consultant agree that specific task deliverables will be provided in accordance with EXHIBIT A, Section A.3 SCHEDULE in the referenced DWSRF Planning Grant Agreement, attached.

3. The Consultant’s compensation shall be for services rendered pursuant to this Amendment and shall be, generally, based on the approved budget amounts contained in EXHIBIT B, Section B.4 BUDGET COSTS in the referenced DWSRF Planning Grant Agreement, attached, and more specifically in accordance with the more detailed person-hour breakdown shown in EXHIBIT C, attached. For all services proposed in this amendment, the effort will be billed on a “lump sum” or “percentage complete: basis.

4. The District is to perform specific tasks related to delivering project disbursement requests and utility potholing efforts to assist in design and GIS system development. These efforts

will be funded by DWSRF Planning Grant budget items 1 and 6, respectively. A person-hour and equipment cost estimate is shown in EXHIBIT D.

5. The Consultant will utilize subconsultant services from Enplan for environmental documentation and KC Engineering for geotechnical investigations. Proposals for these services are shown in EXHIBITS E and F, respectively.

6. Consultant's Job Number for services proposed in this amendment shall be billed under 2268.06.

Except as otherwise provided herein, the Engineering Agreement entered into by the Client and Consultant dated June 18, 2021, remains in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 2 to the Engineering Agreement at Fall River Mills, California, on May 15, 2024.

CONSULTANT

PACE Engineering, Inc.
Name

By: _____
Paul J. Reuter, P.E., President
C56876

CLIENT

Fall River Valley CSD
Name

By: _____
Cecil Ray, General Manager

RESOLUTION 2024-03

**RESOLUTION BY THE BOARD OF DIRECTORS OF THE
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
TO ADOPT AND APPROVE INFORMAL BIDDING PROCEDURES UNDER THE
UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT POLICY 6070**

WHEREAS, Informal Bidding Procedures Under The Uniform Public Construction Cost Accounting Act (Act) Policy 6070 provides clarification for the Fall River Valley Community Services District Board of Directors and Employees

WHEREAS, The Fall River Valley Community Services District passed and adopted Ordinance 2024-01 Opting into the Act on February 14,2024

NOW, THEREFORE, BE IT RESOLVED THAT, The Fall River Valley Community Services District adopts and approves the attached Policy 6070 Informal Bidding Procedures Under The Uniform Public Construction Cost Accounting Act

PASSED AND ADOPTED by the Board of Directors of the Fall River Valley Community Services District at a regular meeting thereof held on the 15th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

Tyler DeWitt, Board President
Fall River Valley Community Services District

Cecil D. Ray, Secretary of the Board/General Manager
Fall River Valley Community Services District

POLICY TITLE: INFORMAL BIDDING PROCEDURES UNDER THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT (Section 22000, et seq. of the Public Contract Code)

POLICY NUMBER: 6070

PURPOSE

To establish a policy governing compliance with the Uniform Public Construction Cost Accounting Act, which the District elected to become subject to by ordinance number 2024-01 on February 14, 2024.

6070.1 Informal Bid Procedures Public projects, as defined by the Act and in accordance with the limits listed in Section 22032 of the Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032, et seq., of the Public Contract Code.

6070.2 Contractors List The District shall comply with the requirements of Public Contract Code Section 22034.

6070.3 Notice Inviting Informal Bids Where a public project is to be performed which is subject to the provisions of this Policy, a notice inviting informal bids shall be circulated using one or both of the following alternatives:

6070.3.1 Notices inviting informal bids may be mailed, faxes, or emailed to all contractors for the category of work to be bid, as shown on the list developed in accordance with 6070.2

6070.3.2 Notices inviting informal bids may be mailed to all construction trade journals as specified by the California Uniform Construction Cost Accounting Commission in accordance with section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified at the discretion of the department/agency soliciting bids, provided however:

If the product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

6070.4 Award of Contracts The District General Manager, District Parks Manager or the President of the Board of Directors are each authorized to award informal contracts pursuant to this Section and Ordinance 2024-01.

Fall River Valley Community Services District

Pay Schedule for FY 2023 -2024 - Approved 4/12/2023

Job Title	Time	Minimum	to	Maximum
Laborer	Hourly	\$15.45	to	\$23.78
Maintenance	Hourly	\$20.60	to	\$31.71
Utility Operator I	Hourly	\$21.63	to	\$34.54
Utility Operator II	Hourly	\$28.84	to	\$44.40
Operations Supervisor	Hourly	\$35.02	to	\$53.91
Wastewater Supervisor	Salary	\$6,180	to	\$7,622
Office and Operations Assistant I	Hourly	\$17.51	to	\$26.96
Office and Operations Assistant II	Hourly	\$24.72	to	\$38.06
Office/Parks Manager	Salary	\$59,987	to	\$91,480
General Manager	Salary	\$60,000	to	\$104,000

Fall River Valley Community Services District

Pay Schedule for FY 2023 -2024 - Approved 4/12/2023

Job Title	Time	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
Laborer	Hourly	15.45	16.07	16.71	17.38	18.07	18.80	19.55	20.33	21.14	21.99	22.87	23.78
Maintenance	Hourly	20.60	21.42	22.28	23.17	24.10	25.06	26.07	27.11	28.19	29.32	30.49	31.71
Utility Operator I	Hourly	21.63	22.50	24.21	25.24	26.27	27.30	28.39	29.52	30.70	31.93	33.21	34.54
Utility Operator II	Hourly	28.84	29.99	31.19	32.44	33.74	35.09	36.49	37.95	39.47	41.05	42.69	44.40
Operations Supervisor	Hourly	35.02	36.42	37.88	39.39	40.97	42.61	44.31	46.08	47.93	49.84	51.84	53.91
Wastewater Operations Supervisor	Salary	6,180.00	6,437.50	6,695.00	6,798.00	6,901.00	7,004.00	7,107.00	7,210.00	7,313.00	7,416.00	7,519.00	7,622.00
Office/Operations Assistant I	Hourly	17.51	18.21	18.94	19.70	20.48	21.30	22.16	23.04	23.96	24.92	25.92	26.96
Office/Operations Assistant II	Hourly	24.72	25.71	26.74	27.81	28.92	30.08	31.28	32.53	33.83	35.18	36.59	38.06
Office/Parks Manager	Salary	59,987.20	62,387	64,272	66,843	69,458	72,306	75,198	78,198	81,326	84,582	87,967	91,480
General Manager	Salary	60,000.00	62,400.00	68,000.00	72,000.00	76,000.00	80,000.00	84,000.00	88,000.00	92,000.00	96,000.00	100,000.00	104,000.00

*Steps are calculated at 4% each for hourly wages

*The Board will vote on COLA before the beginning of each fiscal year. If a COLA is approved by the board, it will be applied to the pay schedule at the beginning of the fiscal year (July board meeting).