

AGENDA

FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING

July 17, 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 6/12/2024 and Special Meeting on 6/12/2024 (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:

- Surplus Equipment Sealed Bids (I)

NEW BUSINESS:

- Consider Resolution 2024-05 McArthur Well Grant Authorization (D) (I) (A)
- Consider Resolution 2024-06 Workplace Violence Prevention Policy (D) (I) (A)
- Consider Resolution 2024-07 Confined Space Procedures (D) (I) (A)
- Consider MOU For Parks Grant Loan (D) (I) (A)
- Consider Pre-Approved Invoices for FYE 2025 (D) (I) (A)
- Consider Pay Schedule for FYE 2025 (D) (I) (A)
- Assign Committee Members for Policies & Procedures, Finance and Parks (D) (I) (A)
- Elect Board Chairman and Vice Chairman

- ADJOURNMENT OF MEETING

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

June 12, 2024

CALL TO ORDER:

Chairman DeWitt called the Regular Board Meeting to Order at 6:00 pm

ROLL CALL OF DIRECTORS:

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

Director's absent: Lopez

VISITORS: None

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- A motion was made by Director O'Connor to approve the regular board meeting minutes from 5/15/2024. 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)

❖ **Chairman's Report**

- None

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

○ **Two Rivers Park**

- Plans continue for the Pavilion and Restroom to be constructed by September.
- Waiting for approval from the County to apply for a \$200,000 Grant Advance Loan.
- Pavilion
 - The building permit was submitted to the county, but because of the processing time, the pavilion construction may be delayed until the beginning of August.
 - CoreTen (formerly TRG Excavation) submitted an estimate for the site work to be done for the pavilion. Amber Beck asked Gregory Engineering to create a contract for the work.
 - They have worked with Gregory Engineering in the past and have an excellent reputation.
 - Romtec should have the pavilion ready for delivery sometime in July; to accommodate the building permit delay.
 - Because the District opted into the UPCCAA, any job under \$60,000 can be awarded by contract, without having to go through a bidding process.
 - The contract is being presented to the board tonight for approval.
- Restroom (No change from last month)
 - The restroom is not expected to be delivered until August

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

- Site work will be completed closer to the time of delivery
- Two Rivers West
 - Keystone Designs (Gerald Stone) repaired the damaged areas of the park.
 - Coast Counties Construction installed the interpretive signs at Two Rivers West.
 - The Ajumawi and Native Plants signs
- General
 - Scott with Coast Counties Construction installed the two interpretive signs at Two Rivers West.
 - The boundary gate and fence extension (spanning from the gate to the golf course boundary fence) will be installed this week.
 - The remaining boundary will be large rocks, to be placed soon.
- ❖ **Treasurers Report** (Copied from written report)
- **Budget**
 - There was a calculation error in the budget spreadsheet that caused some of the budget deficit for 2024, which has been corrected.
 - I am confident that the Revenue will be much closer for 2025, as it had been in previous years.
 - Average usage was down over 1,000,000 cubic feet and \$33,000 as of May 2024.
 - The average is based off the last 5 years.
 - 2020 and 2021 were VERY high usage years and push the average up.
 - The board can decide to adopt the draft budget tonight, contingent on any major shortfall in June usage.
 - The finance committee (Directors Hendrix and O'Connor) met with me and GM Ray on June 7th to review the budget.
- **Revenue**
 - Operating revenue: \$71,262
 - Water: \$49,041 Actual \$53,392 Budget
 - Sewer: \$22,221 Actual \$22,348 Budget
 - Approximately \$4,400 under the budgeted amount.
 - 84% for the year (92% through the Year)
- **Employee Expenses**
 - Total Employee expenses: \$48,981
 - Approximately \$400 under the budgeted amount.
 - 86% for the year (92% through the Year)
- **Operating Expenses**
 - Total operating expenses: \$10,530
 - Approximately \$5,000 under the budgeted amount.
 - 81% for the year (92% through the Year)
- **Total Expense are at 84% for the year**

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

○ **Summary**

- Net income for the year, *after* depreciation and Grant activities: \$567,502
 - Net income without grant activity and depreciation: \$245,167

○ **GRANT ACTIVITY**

○ **Reimbursements Requested – May Receive By June 30th**

- \$21,146.50 – REQ#9 CA Natural Resources Agency (Green Infrastructure 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: \$43,335.15

○ **Reimbursements Requested – Likely Receive After June 30th**

\$66,544.00 – REQ #1 SWRCB – Water Planning Grant (\$29,610 Due to Pace)

○ **Received in May**

\$33,660.50 – REQ #4 Sierra NV Conservancy - Stewardship Council Enhancement (In Operations account)

\$52,897.81 – REQ #2 DWR – McArthur Well Project (Total paid to Pace for AP amount)

* All Parks grant invoices must be paid to be reimbursed. At this time, Water grants invoices can be held for reimbursement.

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

- Joseph and Bill have started the LCRI reporting for the DWR. We are about 10% complete on the project
- Mowing and weed eating has begun at several locations. We have completed the weed control at the ponds, the well and the property located in McArthur.
- Joseph and Bill attended a confined space safety class in Burney.
- All fire extinguishers in the district have been certified for the next year and placed throughout the district.
- The backhoe has new zerk fittings and has been completely greased.
- A couple of our 2” meters located at the Cedarwood apts are failing. We ordered 2 new drop-in tops for these meters. This should provide a more accurate reading in the future.
- The meter located at Kallie McArthur’s has been changed. This meter has been reading backwards for a couple of months.
- We received a complaint regarding a sinking meter box located in the alley behind the elementary school. Joe and Bill excavated and raised the box using 4x4 planks, replaced the lid and the touch read sensor.
- The district has received new safety equipment including shirts, raingear, cones, glasses and gloves. With the remainder of the money the utility trucks will be fitted with new LED safety lighting.

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

- Fire Hydrants have been flushed, and meters have been read and the drought report is completed for May
- Water loss for the month was 9 GPM/ 8% (7% less than last month)
- Bacti samples for the month were negative.

❖ **Manager Report**

- No report this month

OLD BUSINESS:

- None

NEW BUSINESS:

- ❖ Consider Awarding Contract to Core Ten for Two Rivers Park Pavilion Site work
 - This job did not have to go out to bid, as it was under the \$60,000 limit of the Uniform Public California Construction Cost Accounting Act that was passed by the District by Ordinance 2024-01.
 - Core Ten is a reputable company, with a good reputation
 - The work is within the budget of the grant
 - Chairman DeWitt made a motion to Award to Core Ten the contract for the pavilion site work at Two Rivers Park. Director Hendrix seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, O'Connor)
- ❖ Consider Adopting Budget for 2024/2025 Fiscal Year
 - The Budget Committee met to review the budget and recommend approval
 - Director O'Connor made a motion to approve the budget for the 2024/2025 Fiscal Year. Director Hendrix seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, O'Connor)
- ❖ Consider Declaring 1997 Ford F350, 1992 Ford Fire Truck and Ford Tractor Surplus
 - The District needs to get rid of some old vehicles that are no longer needed
 - Once declared surplus equipment, the vehicles will be listed for sale by sealed bid.
 - Bids will be opened and considered at the next board meeting
 - Chairman DeWitt made a motion Declaring 1997 Ford F350, 1992 Ford Fire Truck and Ford Tractor Surplus Equipment. Director Hendrix seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, O'Connor)

Regular Meeting Adjourned at 6:26 PM

Submitted,

Cecil D. Ray
Board Secretary and General Manager

Tyler DeWitt
Board President

**SPECIAL BOARD MEETING MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
June 12, 2024**

CALL TO ORDER: 6:27 pm

ROLL CALL OF DIRECTORS:

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

VISITORS: None

PUBLIC COMMENT: None

NEW BUSINESS:

- Consider Resolution 2024-04 Consolidation of Elections and Specification of the Election Order (D) (A) (I)
 - Resolution required by the county for the District to be included in the November Election
 - A motion was made by Director Hendrix to pass resolution 2024-04 Consolidation of Elections and Specification of the Election Order. Director O'Connor seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, O'Connor)

Special Meeting adjourned at 6:29

Submitted and Approved,

Cecil D. Ray
Board Secretary and General Manager

Tyler DeWitt
Board President

Parks Report

July 17, 2024

❖ Two Rivers Park

- Plans continue for the Pavilion and Restroom to be constructed by September.
- The Grant Loan for \$200,000 is in the final stages and hope to pass the MOU tonight. If it is not available, we will need to schedule a special meeting at the Boards convenience.
- Pavilion
 - The building permit was submitted to the county, but because of the processing time, the pavilion construction may be delayed until the beginning of August.
 - CoreTen has been contracted to complete the site work for the pavilion.
 - They started on Tuesday July 16th and should be finished within a week.
 - Waiting to hear from Romtek on the date for constructing the pavilion
 - Because of the delay from the building permit, they have bumped the construction to August.
- Restroom
 - Unfortunately CXT has not been timely with the final plans, which we need in order to apply for the building permit.
 - This may cause a significant delay, but hopefully it will still be completed this year.
 - Site work will be completed closer to the time of delivery

❖ Two Rivers West

- Coast Counties Construction, along with help from our Operations crew, created a rock barrier and installed a gate on the south side of the property by the Full Gospel Church.
 - This should help with unwanted traffic into the property, and destruction of the trail.
 - Game cams have been installed in various locations to detect any issues
 - A mountain lion, fox (regular visitor), bob cat and deer, have been spotted on the cameras.

Parks Report

July 17, 2024

- Scott also added more rocks at the beginning of the road because of the issue we encountered a couple months ago when someone was able to pull them out to avoid the gate.
 - Signs were installed at the gate and beginning of the trail, along with a sign on Grand Rapids directing people to the hiking trail.
 - Two Rivers West is nearly complete, with the exception of two picnic tables!
- ❖ Lions Park
- There was a leak inside the concrete of the old drinking fountain. There was no way to repair it, so the entire fountain was removed.
 - We are planning to replace it soon

Treasurers Report

For June 2024

❖ *Fiscal Year*

- June 30th marked the end of the Fiscal Year Ending 2024 (FYE 2024). The revenue and expense numbers will not change very much, but there are a couple adjusting entries left to be completed before the fiscal year is closed. I will include a **final** wrap up of the fiscal year in August or September.

❖ *Revenue*

- Operating revenue: \$95,179
 - Water: \$68,617 Actual - \$64,469 Budget
 - Sewer: \$21,975 Actual - \$22,598 Budget
 - Approximately \$5,000 over the budgeted amount for the month.
 - 94% for the year
- **Water: FYE 2024 \$609,300 Actual - \$659,298 Budget**
- **Sewer: FYE 2024 \$252,401 Actual - \$256,126 Budget**
- **Total Revenue was 95% of the budgeted amount for FYE 2024 (\$47,300 under budget)**

❖ *Employee Expenses*

- Total Employee expenses: \$33,325
 - Approximately \$1,900 under the budgeted amount.
 - **94% for the year (\$27,863 under budget)**

❖ *Operating Expenses*

- Total operating expenses: \$10,740
 - Approximately \$5,000 under the budgeted amount.
 - **85% for the year (\$34,454 under budget)**
- **Total Expense were 91% of the budgeted amount for FYE 2024 (\$62,317 under budget)**

❖ *Summary*

- With Income under the budgeted amount and Expenses also under, the net income for FYE 2024 was \$15,017 over the budgeted amount.
- Net income for the year, *after* depreciation and Grant activities: \$618,983
 - Net income without grant activity and depreciation: \$296,649
- Depreciation has not been calculated for June, as the actual annual depreciation still needs to be determined.
 - This is one of the adjusting entries that will be made to close out the fiscal year

Treasurers Report

For June 2024

GRANT ACTIVITY

❖ **Reimbursements Requested – Likely Receive in July**

\$66,544.00 – REQ #1 SWRCB – Water Planning Grant (\$36,934 will go to us, the rest is due to Pace)

❖ **Received in June**

\$21,146.50 – REQ#9 CA Natural Resources Agency (Green Infrastructure Grant)

\$14,366.15 - REQ#5 Sierra NV Conservancy (Stewardship Council Enhancement Grant)

\$7,040.25 (7,822.50 Requested – 10% Retainage) - REQ#2 CA State Parks (Per-Capita Grant)

Total: \$43,335.15

* All Parks grant invoices must be paid to be reimbursed. At this time, Water grants invoices can be held for reimbursement.

Submitted by,
Amber Beck, Board Treasurer

OPERATIONS REPORT 07.17.24

❖ System

- Joseph and Bill have continued to work on the state mandated Lead service line inventory.
- Mowing and weed eating has continued throughout the last month at several locations.
- Joseph, Mary and Bill all have completed their Sexual harassment for managers and board members
- Tested the backflow device at the ponds. This device has failed, and replacement parts have been ordered.
- Sprayed wasps at the well and at the ponds. Joe and Bill both got stung.
- Two more meters in the district have been changed out this month. One because it was running in reverse, and the other was leaking and analog.
- Bill and Joseph have been working with Scott Nelson (Coast County Construction) up at Two Rivers east trail to build a rock barrier and install a gate around CSD property
- Jeremy from JPIA came up for a site visit. He was pleased with the progress that the district had made since his last visit.
- Emergency flashing lights have been added to the front of the Ford F-450.
- Had a leaking drinking fountain located at Lions Park. Joe and Bill removed the drinking fountain as the leak was located within the drinking fountain structure itself and not on the service line. The service line was capped and buried.
- At the request of JPIA we had our pressure tanks inspected by HSB. All tanks that qualified for inspection have passed and we are good for another 4 years.
- Joe has passed his written DMV testing for his class A license. He plans to take driving school later on in the fall.
- Fire Hydrants have been flushed, and meters have been read and the drought report is completed for June
- Water loss for the month was 27 GPM/ 12% this is 4% more than last month)
- Bacti samples for the month were negative.

❖ GOALS FOR NEXT MONTH

- **WORK ON LCRI REPORTING**

INVOICES FOR JUNE 2024

INVOICES FOR APPROVAL

VENDOR	DESCRIPTION	AMOUNT	Not Paid
Amazon.com	Parks, Ops and Office	\$195.04	\$195.04
Ed Staub & Sons	Fuel Charges and Red Diesel	\$530.60	\$470.25
Keystone Designs	Park Maintenance and Repairs	\$595.00	\$0.00
Quicksilver Electric	Golf Course Pump Work	\$312.90	\$312.90
Totally Trucks	Flasher Lights for New Ford Truck - Grant Reimbursable	\$617.71	\$617.71
Yevonne Kantz	Deposit Refund Acct #50006-4	\$138.41	\$138.41
William Rodeski	Work Boots	\$219.84	\$219.84
Valley Hardware	Repair Parts	\$83.47	\$83.47
Total		\$2,692.97	
Due as of 6/30/2024			\$2,037.62

PRE-APPROVED INVOICES

VENDOR	FOR	AMOUNT	Not Paid
EDD	Due as of 6/30/2024	\$763.10	\$0.00
Coastal - Printer Lease	Due as of 6/30/2024	\$327.34	\$0.00
F&M Bank - Solar Lease Payment	Due as of 6/30/2024	\$2,017.00	\$0.00
Frontier - Internet/Telephone	Due as of 6/30/2024	\$423.77	\$0.00
Internal Revenue Service	Due as of 6/30/2024	\$5,719.77	\$0.00
Joseph Huston - Cell Phone	Due as of 6/30/2024	\$35.00	\$0.00
JPIA - Dental/Vision/Life	Due as of 6/30/2024	\$551.28	\$0.00
Pers - Employee Health	Due as of 6/30/2024	\$6,974.88	\$0.00
Pers Retirement	Due as of 6/30/2024	\$3,216.21	\$0.00
Pace Analytical- Water Testing	Due as of 6/30/2024	\$181.02	\$0.00
Pers Unfunded Liability	Due as of 6/30/2024	\$3,058.00	\$0.00
PG&E	Due as of 6/30/2024	\$2,681.73	\$0.00
Starlink	Due as of 6/30/2024	\$120.00	\$0.00
William Rodeski - Cell Phone	Due as of 6/30/2024	\$35.00	\$0.00
Cecil Ray - Stipened	Due as of 6/30/2024	\$300.00	\$0.00
Total		\$26,404.10	\$0.00
Due as of 6/30/2024			\$0.00

Grant Reimbursable - (Not Paid Includes Previous Invoices)

VENDOR	FOR	Current	Not Paid
Pace Engineering	2268.06 - Water System Improvements	\$13,115.76	\$42,726.08
Pace Engineering	2268.07 McArthur Sewer Improvements	\$263.00	\$63,036.77
Pace Engineering	2268.08 IRWM Well No. 1 Improvements	\$4,777.50	\$15,539.25
Pace Engineering	2268.09 FRM Well No. 1	\$0.00	\$954.50
		\$18,156.26	\$122,256.60
Due as of 6/30/2024			\$124,294.22
Total Amount for the month:		\$20,193.88	

Fall River Valley Community Services District
Aged Payables by Invoice Date
Aging Date - 6/1/2024
From 6/1/2024 Through 6/30/2024

Vendor Name	Invoice/Credit Description	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Amazon.com	Parks, Ops and Office	195.04	0.00	0.00	0.00	0.00	195.04
Ed Staub & Sons	Fuel Charges	470.25	0.00	0.00	0.00	0.00	470.25
Pace Engineering	2268.06 - Water System Improvements	13,115.76	5,884.88	23,725.44	0.00	0.00	42,726.08
	2268.07 McArthur Sewer Improvements	263.00	318.25	7,611.00	789.00	54,055.52	63,036.77
	2268.08 Well No. 1 Improvements	4,777.50	10,761.75	0.00	0.00	0.00	15,539.25
	2268.09 FRM Well No. 1	0.00	401.00	330.00	223.50	0.00	954.50
Quicksilver Electric	Golf Course Pump Work	312.90	0.00	0.00	0.00	0.00	312.90
Totally Trucks	Flasher Lights for New Ford Truck	617.71	0.00	0.00	0.00	0.00	617.71
Valley Best Hardware	Repair Parts	83.47	0.00	0.00	0.00	0.00	83.47
William Rodeski	Work Boots	219.84	0.00	0.00	0.00	0.00	219.84
Yevonne Kantz	Deposit Refund Acct #50006-4	138.41	0.00	0.00	0.00	0.00	138.41
Report Total		<u>20,193.88</u>	<u>17,365.88</u>	<u>31,666.44</u>	<u>1,012.50</u>	<u>54,055.52</u>	<u>124,294.22</u>

Fall River Valley Community Services District
Statement of Revenues and Expenditures - BM Budget vs Actual
From 6/1/2024 Through 6/30/2024

	June 2024 Actual	June 2024 Budget	Total Budget	YTD Actual (07/01/2023 - 06/30/2024)	YTD Percent Used
Revenue					
Operating Revenue					
Revenue-Utilities	90,404.61	86,817.38	895,073.90	841,008.36	93.95%
Outside/Container Revenue	4,250.80	2,500.00	12,750.00	13,260.65	104.00%
Utility Fees	523.61	650.00	7,600.00	7,431.91	97.78%
Total Operating Revenue	95,179.02	89,967.38	915,423.90	861,700.92	94.13%
Non Operating Revenue					
Taxes Revenue	79.56	0.00	50,542.13	55,303.64	109.42%
Interest Revenue	42.84	0.00	0.00	457.09	0.00%
Donations	0.00	0.00	0.00	525.00	0.00%
Miscellaneous	268.00	0.00	0.00	679.77	0.00%
Total Non Operating Revenue	390.40	0.00	50,542.13	56,965.50	112.71%
Total Revenue	95,569.42	89,967.38	965,966.03	918,666.42	95.10%
Expenses					
Employee Expense					
Wages	24,328.62	25,023.48	324,905.76	307,504.25	94.64%
Payroll Taxes	1,622.97	1,851.75	24,043.03	22,389.34	93.12%
Employee Health Insurance	5,772.24	6,309.00	69,663.00	66,132.12	94.93%
PERS- Retirement Compensation Insurance	1,600.80 0.00	1,719.09 385.00	23,732.01 5,050.00	19,962.70 3,543.05	84.11% 70.15%
Total Employee Expense	33,324.63	35,288.32	447,393.80	419,531.46	93.77%
Operating Expense					
PERS Unfunded Liability 1595	2,358.00	2,335.00	28,020.00	28,646.00	102.23%
Legal & Accounting	0.00	600.00	23,200.00	17,475.00	75.32%
Outside Services	1,485.24	1,825.20	21,889.20	15,619.41	71.35%
Permit Fees	0.00	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	1,968.72	1,886.11	22,632.99	22,715.60	100.36%
Office Supplies	57.04	210.00	2,520.00	1,908.12	75.71%
Shop Supplies	0.00	220.00	2,640.00	1,529.94	57.95%
Postage	0.00	250.00	3,480.00	3,169.14	91.06%
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	2,338.64	86.61%
Vehicle Expense	0.00	200.00	2,400.00	1,558.47	64.93%
Maintenance & Repairs	121.95	1,100.00	13,200.00	8,329.21	63.10%
Garbage Fees	0.00	40.00	480.00	29.62	6.17%
Interest Expense	222.34	223.00	14,626.00	14,125.72	96.57%
Software License & Hardware Maint	0.00	446.00	13,932.00	13,541.56	97.19%
Education	0.00	100.00	1,200.00	905.87	75.48%
Mileage	150.00	300.00	3,600.00	2,872.31	79.78%

Fall River Valley Community Services District
Statement of Revenues and Expenditures - BM Budget vs Actual
From 6/1/2024 Through 6/30/2024

	June 2024 Actual	June 2024 Budget	Total Budget	YTD Actual (07/01/2023 - 06/30/2024)	YTD Percent Used
Fuel	530.60	591.25	5,989.00	6,414.11	107.09%
Telephone/Internet	763.77	715.00	8,735.00	8,785.56	100.57%
Utilities	2,681.73	2,700.00	32,304.00	26,794.23	82.94%
Miscellaneous Expense	219.84	400.00	4,800.00	4,031.75	83.99%
Donation	0.00	0.00	0.00	412.50	0.00%
Total Operating Expense	10,740.25	15,382.56	236,940.19	202,486.25	85.46%
Total Expenses	44,064.88	50,670.88	684,333.99	622,017.71	90.89%
Net Income	51,504.54	39,296.50	281,632.04	296,648.71	105.33%
Asset Expense					
Depreciation					
Depreciation Expense	0.00	0.00	0.00	164,936.00	0.00%
Total Depreciation	0.00	0.00	0.00	164,936.00	0.00%
Amortization					
Amortized Expense	0.00	0.00	0.00	7,062.00	0.00%
Total Amortization	0.00	0.00	0.00	7,062.00	0.00%
Total Asset Expense	0.00	0.00	0.00	171,998.00	0.00%
Capital Activities					
Grant Revenue					
Grant/Loan Inflow	0.00	0.00	0.00	494,332.60	0.00%
Total Grant Revenue	0.00	0.00	0.00	494,332.60	0.00%
Total Capital Activities	0.00	0.00	0.00	494,332.60	0.00%
Net Income Including Grant Activities	51,504.54	39,296.50	281,632.04	618,983.31	219.78%

Fall River Valley Community Services District
 Balance Sheet
 As of 6/30/2024

	Current Year
Assets	
Current Assets	
Cash & Cash Equivalents	385,737.89
Accounts Receivable	124,900.77
Inventories	70,230.28
Prepaid Expenses	155.85
Total Current Assets	581,024.79
Long-term Assets	
Property & Equipment	3,402,886.00
Construction in Progress	1,359,057.71
Total Long-term Assets	4,761,943.71
Total Assets	5,342,968.50
Liabilities	
Short-term Liabilities	
Accounts Payable	124,294.22
Other Short-term Liabilities	(3,473.10)
Total Short-term Liabilities	120,821.12
Long-term Liabilities	
Long-term Liabilities (Lease/Loan)	650,826.11
Pension Liability	252,335.00
Total Long-term Liabilities	903,161.11
Other Accounts	
Balancing Accounts	(34,758.44)
Total Balancing Accounts	(34,758.44)
Total Other Accounts	(34,758.44)
Total Liabilities	989,223.79
Net Assets	
Beginning Net Assets	
Net Assets	3,734,761.40
Current YTD Net Income	
	618,983.31
Total Current YTD Net Income	618,983.31
Total Net Assets	4,353,744.71
Total Liabilities and Net Assets	5,342,968.50

Fall River Valley Community Services District

Statement of Cash Flows

As of 6/30/2024

	<u>Current Period</u>
Cash Flows from Operating & Non-Operating ...	
Changes in Accounts Receivables-Grants	42,553.40
Changes in Accounts receivable-Operations	(20,253.13)
Interest & Dividends Received	42.84
Sales	95,179.02
Miscellaneous Receipts	5,078.16
Payments to Employees & Suppliers	(84,635.03)
Total Cash Flows from Operating & Non-Oper...	<u>37,965.26</u>
Cash Flows from Financing Activities	
Net Cash from Long-term Debt Transaction	(6,844.75)
Total Cash Flows from Financing Activities	<u>(6,844.75)</u>
Beginning Cash & Cash Equivalents	354,617.38
Ending Cash & Cash Equivalents	<u><u>385,737.89</u></u>

Fall River Valley Community Services District
Check/Voucher Register
1020 - Operating Account-Checking
From 6/1/2024 Through 6/30/2024

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Check Amount</u>
2024.05 Solar	Solar Lease Payment	Farmers & Merchants ...	2,017.00
202454	Employee: Beck; Pay Date: 6/14/2024	Amber Beck	2,106.09
202455	Employee: Huston; Pay Date: 6/14/2024	Joseph M. Huston	1,940.74
202456	Employee: Ray; Pay Date: 6/14/2024	Cecil D. Ray	1,599.61
202457	Employee: Rodeski; Pay Date: 6/14/2024	William D. Rodeski	2,207.90
202458	Employee: Stone; Pay Date: 6/14/2024	Gerald R. Stone	143.81
4343	System Generated Check/Voucher	Cecil Ray	300.00
4344	System Generated Check/Voucher	Joint Powers Insuranc...	551.28
4345	System Generated Check/Voucher	Keystone Designs	595.00
4346	System Generated Check/Voucher	Napa Auto Parts	11.13
4347	System Generated Check/Voucher	Petty Cash	19.70
4348	System Generated Check/Voucher	Romtec Companies	18,142.62
4349	System Generated Check/Voucher	Valley Best Hardware	164.42
4350	System Generated Check/Voucher	Wilgus Fire Control Inc.	437.87
4351	System Generated Check/Voucher	KC Engineering Co.	300.00
4352	System Generated Check/Voucher	Abila	250.00
4353	System Generated Check/Voucher	Ellis Arts and Engineer...	22.95
DEBIT CMP-31217	Signs for Two Rivers West	Campground Signs	232.82
EFT 0-365-636-368	Payroll Liabilities for 2024.06.28	Employment Develop...	384.25
EFT 1-399-780-112	Payroll Liabilities for 2024.06.14	Employment Develop...	378.85
EFT 1000000175...	Retirement Contribution Plan - 27147 PD 2...	Public Employees Reti...	1,651.66
EFT 1000000175...	Retirement Contribution Plan - 27147 PD 2...	Public Employees Reti...	1,564.55
EFT 10891928	Diesel	Ed Staub & Sons	60.35
EFT 1643	Engineering Services - Parks - Per Capita	Gregory Engineering, ...	1,248.75
EFT 1644	Engineering Services - Parks - SC Enhance...	Gregory Engineering, ...	15,932.03
EFT 17547563	Health Insurance	Public Employees Reti...	6,974.88
EFT 17557701	Unfunded Liability	Public Employees Reti...	2,358.00
EFT 17575603	Health Insurance	Public Employees Reti...	6,974.88
EFT 1WCQ-W4W...	Office Supplies	Amazon.com	132.19
EFT 2024.05 ES	Fuel Charges	Ed Staub & Sons	587.46
EFT 2024.06 BR	Cell Phone	William Rodeski	35.00
EFT 2024.06 Fro...	Telephone/Internet	Frontier Communicati...	423.77
EFT 2024.06 JH	Cell Phone	Joseph Huston	35.00
EFT 2024.06 PGE	Utilities	Pacific Gas & Electric	2,681.73
EFT 23625566-2...	Internet	Starlink	120.00
EFT 2404532-28	Water Testing	Pace Analytical Servic...	181.02
EFT 34942624	Payroll Liabilities for 2024.06.14	Internal Revenue Serv...	2,853.37
EFT 36704565	Printer Lease	Coastal Business Syst...	327.34
EFT 95178388	Payroll Liabilities for 2024.06.28	Internal Revenue Serv...	2,866.40
PR202459	Employee: Beck; Pay Date: 6/28/2024	Amber Beck	2,114.15
PR202460	Employee: Huston; Pay Date: 6/28/2024	Joseph M. Huston	2,164.40
PR202461	Employee: Ray; Pay Date: 6/28/2024	Cecil D. Ray	1,586.22
PR202462	Employee: Rodeski; Pay Date: 6/28/2024	William D. Rodeski	2,092.59
PR202463	Employee: Stone; Pay Date: 6/28/2024	Gerald R. Stone	143.81
Report Total			<u>86,915.59</u>

Resolution 2024-05

RESOLUTION OF THE BOARD OF DIRECTORS OF THE FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
DESIGNATING SIGNATORIES FOR
THE MCARTHUR WELL NO. 1 IMPROVEMENTS PROJECT GRANT NUMBER 4600015560

WHEREAS, the Fall River Valley Community Services District (“District”), has entered into a grant agreement with the Department of Water Resources of the State of California (“DWR”) for McArthur Well No. 1 Improvements (“Project”); and

WHEREAS, the District desires to authorize the District General Manager as the Authorized Representative to sign and file documents for the Project;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Directors of the Fall River Valley Community Services District as Follows:

The District General Manager (the “Authorized Representative”), or designee, is designated to represent the District in carrying out the District’s responsibilities under the financing agreement, including, but not limited to, certifying disbursement requests, contract, pay applications and change orders, on behalf of the District and compliance with applicable state and federal laws.

Approved and adopted the 17th day of July 2024.

I, the undersigned, hereby certify that the foregoing Resolution Number 2024-05 was duly adopted by the Board of the Fall River Valley Community Services District following a roll call vote:

Ayes:

Noes:

Absent:

Tyler DeWitt

Cecil D. Ray

Chairman of the Board, 07/17/2024

General Manager, 07/17/2024

FRVCSD Normal Operating Expenses

Pre-Approved Invoices for Fiscal Year 2025

PERS Unfunded

Plan to fund previous years

PERS Health

Health Insurance for employees

PERS Employee

Employee and CSD contributions

JPIA D, V, L

Dental, Vision and Life for employees

JPIA Work Comp

IRS

Payroll Taxes

EDD

Payroll Taxes

Frontier

Phone and Internet

Starlink

Will replace frontier internet when available

Pace Analytical/Basic Labs

Water testing lab

PG&E

Electric and Natural Gas

William Rodeski

Cell phone reimbursement

Joseph Huston

Cell phone reimbursement

Cecil Ray

Stipend

Coastal

Printer Lease

Same amount every month for the fiscal year

Same amount every month unless employees change; subject to insurance rate changes in December

Depends on the number of hours worked by employees and percentage based on PERS

Same amount every month unless employees change; subject to insurance rate changes in December

Billed quarterly, based on payroll reported to JPIA

Dependent on paycheck amounts

Dependent on paycheck amounts

Within a few dollars every month.

Same every month.

Samples are usually the same monthly. Specialty tests may be required per SWRCB requirements

Depends on usage; summer rates are higher

Same every month per policy

Same every month per policy

Same every month per contract

Same every month per contract; additional charge for extra ink usage

Fall River Valley Community Services District

Pay Schedule for FY 2024 -2025 - Approved 7/17/2024

Job Title	Time	Minimum		Maximum
Laborer	Hourly	\$16.00	to	\$24.63
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
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 2024 -2025 Approved 7/17/2024

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	16.00	16.64	17.31	18.00	18.72	19.47	20.25	21.05	21.90	22.77	23.68	24.63
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
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

** Changes: Increased laborer rate to the California Minimum Wage and removed the Wastewater Supervisor as that position is no longer required

*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). No COLA applied for 2024/2025 Fiscal Year