

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

August 14, 2024

CALL TO ORDER:

Chairman DeWitt called the Regular Board Meeting to Order at 6:03 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 7/17/2024. 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**

- None

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

○ **Two Rivers Park**

- Plans continue for the Pavilion and Restroom
- The Grant Loan for \$200,000 check should arrive this month
- Pavilion
 - Core Ten has completed the site work for the pavilion
 - Romtec will begin construction of the pavilion August 26th
- Restroom
 - We have applied for the building permit
 - Working to get a definite date from CXT on the delivery time
 - Core Ten will be submitting a cost estimate for the site work
 - They did a wonderful job on the pavilion site work and were a pleasure to work with.
 - Landscaping
 - The grant that pays for most of the landscaping ends January 2025
 - This work has been delayed many times, because of the pavilion and restroom installation.

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- Two Rivers West
 - The game camera in the parking lot was stolen
 - It was secured with a python cable
 - If anyone has ideas on how to install and protect a camera, let us know
 - Recycled plastic picnic tables have been ordered
 - Gerald Stone is leveling the ground at the trail head
 - One table will be placed at the trail head and the other at a prepared area along the trail.
- ❖ **Treasurers Report** (Copied from written report)
- **Notes**
 - *The Budget vs Actual Expenses report is now broken down into the three different funds (Water, Sewer and Parks)*
- **Revenue**
 - Operating revenue: \$101,920
 - Approximately \$9,000 over the budgeted amount for the month.
 - 11% for the year
 - Total Revenue: \$103,964
 - 10.76% for the year
- **Employee Expenses**
 - Total Employee expenses: \$35,390
 - Approximately \$3,000 under the budgeted amount.
 - 8% for the year
- **Operating Expenses**
 - Total operating expenses: \$16,686
 - Nearly \$5,000 under the budgeted amount.
 - 7% for the year
- Total Expenses: \$52,076
 - Approximately \$8,000 under the budgeted amount
- Net Income including Depreciation and Grant Revenue is \$230,037
- **Summary**
 - Grant Revenue (as well as water/sewer revenue) is accounted for prior to receiving funds.
 - There is \$196,377 due to the District in Grant Requests for July 2024
 - \$129,833 - REQ#5 Sierra NV Conservancy (Stewardship Council Enhancement Grant
 - \$66,544.00 – REQ #1 SWRCB – Water Planning Grant (\$36,934 will go to us, the rest is due to Pace)
 - Both should be received by the end of August

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- There is an additional retainage amount due from the Green Infrastructure Parks Grant in the amount of \$18,360.
 - Reimbursable upon grant completion in January

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

- o The new light bar for the Dodge has been installed. This is the final stage of the safety grant written by Amber and Joseph.
- o The bungee cords that supported the trees at Lions Park have disintegrated, so Amber and Bill propped them back up with a couple of tree support kits.
- o Joseph has been working with Gerald to bring dirt to the park trail. This site is being built up to place a picnic table in the area
- o The backflow device at the ponds that failed testing last month has been repaired and has passed inspection.
- o Joseph and Bill have excavated the 6" pipe heading into the Skuce building at the fairgrounds. This line will be cut and capped. The district will no longer provide water to its fire suppression system inside the Skuce building.
- o Evan from Enplan was up to do an archaeological survey on the virgin ground around our meter boxes as part of the planning grant for the water project. Joseph and Bill assisted him in locating the meter boxes
- o The front of the CSD building has been washed and the Bridge St lift station has been cleaned inside and out.
- o The LCRI is ongoing. We still do not anticipate this survey being completed by its due date in Oct and will contact the state for an extension.
- o We finally have a DOT# The address issue with the government has been resolved.
- o There is a main line water leak located in front of the forest service building, we have called in a request for line location and have a plan to address this leak on the first of next week.
- o Fire Hydrants have been flushed, meters have been read and the drought report is completed for July
- o Water loss for the month was 39 GPM/ 15% this is 3% more than last month)
 - o Bacti samples for the month were negative.

❖ **Manager Report**

General Comments: Broken hip. The orthopedic surgeon stated I am to be patient as full recovery may be months more, continue to walk, exercise, and stretch. If pain becomes intolerable replacement, is the next step. Amber Beck, Bill Rodeski, and Joseph Huston continue to keep the district functioning routinely without issue. My primary focus has been obtaining funding for the sewer project and details of McArthur Well pump replacement projects.

Continuing Education: Joseph Huston has tested and has an in-training permit for a commercial driving license. He will commence CDL Class soon.

Administrative:

Bridge Loans

- Golden State Natural Resources – The receipt of the \$200K interest free loan parks project from them should be this week.
 - Our contact Mike Burris informed us we could obtain a loan for other projects such as

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infrastructure to complete the FRM New Well. It could exceed \$200K, but we would have to pay interest above that amount. However, as in the first loan there are no origination fees.

- Rural Community Assistance Corporation – RCAC - Amber and I, again, reviewed our cash flow needs for the McArthur Well Improvements. With the \$200K loan above, our cash on hand, projected income we can defer this loan. From communication with Mike Archer, we could still obtain loans in the future should we have need in the future.

LAFCO – 2021 Annexation – This annexation is complete. The final map we provided to LAFCO has been accepted by them. A listing of the new parcels they are to add to tax rolls has been provided to us. All related documents are in our internal electronic file record from CSD formation to present.

Grants:

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

- The Change Orders are ready to be issued to Enloe Drilling and Pump as soon as the Work Plan time extension by the State funding agency has been issued UEI so the second well drilling can commence. All the funding is in place.
- I am hopeful drilling will start in two weeks and will be completed within a month.
- The second well will be located 40 feet north-northwest of the first well.

2. “Fall River Valley Well Infrastructure Project”: DWR (Department of Water Resources): Grant Manager: Tara George -

The design has stopped until the second well is completed and evaluated.

3. Wastewater System Expansion (McArthur) Project:

- On July 2, 2024, the State Water Resources Control Board met to consider their new draft Clean Water State Revolving Fund (CWSRF) Intended Use Plan. This is the annual policy as to how water and wastewater project funds are allotted. The surprise was that the maximum grants for wastewater projects would be reduced to \$15M which kills our project as presently presented.
- In consultation with Paul Reuter, we have reacted as quickly as possible. Senator Dahle and his staff have assisted in support. Some community members have responded as well.
- On July 17th Paul Reuter and I attended a Zoom meeting at Pace Engineering, Redding, arranged by our Grant Project Manager, Cheng Vue, and his immediate supervisor James Garcia. During that meeting they requested prepare a revised “Phased Project Proposal” to show how a complete project could be accomplished with \$15M phased elements. This phased approach proposal was sent to them on 5 August 2024.
- However, the SWRCB Board met on August 3, 2024, two days before the proposal was sent.
- Prior to this meeting the Board had requested comments to which we had responded. From reviewing the SWRCB Board’s published responses and analysis to “Comments” requested and received of the original “Draft” ours, and comments of others, were heard, commented upon, and appear to have influenced changes to the original “Draft.” A revision to the original **DRAFT Intended Use Plan (IUP)** was presented to the Board by the DFA staff raising the funding limits to \$30M for Septic to Sewer Projects. This was a major positive for us.
- Cheng Vue has emailed us that he and James want to have a Zoom with us soon to outline our path forward.

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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.

- The project is moving forward. Survey drone flights have been done to start mapping. You may have observed 1 foot square black and white grid targets painted on the street asphalt that were part of this effort.
- Geotechnical soils drilling/sampling has been completed for the elevated tank (Golf Tee) in McArthur and the site for a new well pump house near the existing McArthur Well #1.

5. McArthur Well – “Well No. 1 Improvements”: DWR, Grant Manager, Meghan Burkhardt with AnnMarie Ore as her direct Supervisor

- The contractor MDS-Engineering & Construction, Inc. has been on-site, performed a site walk-about, installed the construction information sign at our office, and is submitting required material and equipment information to Pace.
- The spec'd pump will need some modifications to meet our needs. I am in continuous communication with Pace on this and they with the contractor.
- The plan is to change out the pump in the winter during minimal water use.

Backup Generator Funding Program: RCAC Grant Lead Person: Andrew Reynolds

- Proceeding without issue under the same contract as Well Improvement.

6. Pine Grove Mobile Home Park: UEI AR 6644 – TA Grant – Sac State: Grant Engineer: Randy Marx

- Monthly Zoom meetings continue, and the design project is moving slowly.

Projects:

1. Blueprints/Record Plans/Documents:

Gerald Stone continues to make diligent progress on this huge project which we estimate to be 80% complete.

OLD BUSINESS:

❖ **Surplus Equipment Sealed Bids**

- Sealed bids were received for the White Ford Truck
 - The winning high bid was from Jazmine Marquez at \$700
- Sealed bids were received for the Old Ford Tractor
 - The winning high bid was from Shirley French at \$312

NEW BUSINESS:

❖ **Review Intermountain Fair MOU – Meter Disconnect at Skuce Pavilion**

- The fair wants to minimize monthly costs by eliminating the water meter at Skuce pavilion
 - The CSD will cease to provide potable water and fire suppression for Skuce
 - The Fairgrounds will connect to the water line that is metered at the RV Park – they will self-install.
- The board has no issues with the MOU and accept it as is.

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OPEN CLOSED SESSION AT 6:42

RETURN FROM CLOSED SESSION

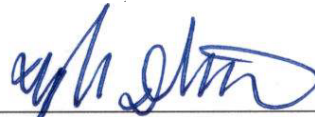
- ◆ Employee Matters – Contract Negotiation
 - Directors Lopez and Hendrix have scheduled a meeting with GM Ray for Wednesday August 28th, to review his contract.
 - No further decisions were made
 - Closed session in September to Finalize Contract

- ◆ **Regular Meeting Adjourned at 7:12 PM**

Submitted,



Cecil D. Ray
Board Secretary and General Manager



Tyler DeWitt
Board President