

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

March 12, 2025

CALL TO ORDER:

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

ROLL CALL OF DIRECTORS:

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

Director's absent: DeWitt

VISITORS: None

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- A motion was made by Director Harper to approve the regular board meeting minutes from 2/12/25. Director O'Connor seconded, and the motion passed unanimously with a vote of 4 ayes (Hendrix, Harper, Lopez, O'Connor)

APPROVAL OF INVOICES:

- Director O'Connor made a motion to approve and pay the invoices for the month. Director Harper seconded, and the motion passed unanimously with a vote of 4 ayes (Hendrix, Harper, Lopez, O'Connor)

Parks Report (Copied from written report)

- Two Rivers Park
 - No construction is scheduled until spring, due to the weather
 - I received a new quote from Tree Top Products:
 - For the Pavilion:
 - 5 regular 6' picnic tables
 - One 6' ADA picnic table
 - Galvanized frame and evergreen Barco Board seats and tabletop with a 50-year warranty.
 - For Two Rivers West and Main Park:
 - Two Large message boards (kiosks) made of Barco Board.
 - The kiosks will be inground installation as opposed to the photo above.
 - Barco board is a recycled plastic product
 - Will be paid for by the Green Infrastructure grant.

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

- The quote was for \$10,985 which includes \$1,579 for shipping. I ordered on February 20th and received a 20% discount, making the total cost \$9,248.
- Brianna Beck is creating a map that will be displayed at each Kiosk, and our website in addition to promotional park pamphlets and social media posts.

Treasurers Report (Copied from written report)

- **Summary**
 - **We are 66% through the fiscal year**
 - Total revenue is over the budgeted amount for the year at 68%
 - Total Expenses are just under budget at 64%
- **Revenue**
 - Operating revenue: \$63,336
 - Approximately \$600 under the budgeted amount for the month.
 - 68% for the year
 - Total Revenue: \$63,444
 - 68% for the year
- **Employee Expenses**
 - Total Employee expenses: \$35,984
 - Approximately \$500 under the budgeted amount
 - 64% for the year
- **Operating Expenses**
 - Total operating expenses: \$14,532
 - About \$5,000 under the budgeted amount.
 - 63% for the year
- **Total Expenses: \$50,517**
 - About \$5,000 under the budgeted amount
 - 64% for the year
- Net Income including Depreciation and Grant Activities is \$1,219,466. Without the grants included it is \$187,816

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

Operations Report (Copied from written report)

- The manhole located at the elementary school is continuing to be an issue that requires our attention. We are being called to clear up this blockage approx. 2-3 times per week. We are getting a plan together with the maintenance team at the school district to address this during spring break.
- Cecil and Bill visited several district locations with members of the Pace team to get some water grant planning questions finalized. Based on the recommendation of Paul Reuter, the district has decided to upgrade the booster station. The upgrade will put the booster station on our SCADA system and allow operations to see how the station is operating remotely and adjust from the office or home. The upgrade is being done by Ed Dobos from DFS and is scheduled for early May
- The second test well located next to the elementary school has been completed and we are currently awaiting the water test results.
- The JPIA grant that was written by Joseph in Dec for a new utility locator has been granted. We can purchase the new device at any time we wish.
- The Volumetric Annual Report has been completed and filed with the state.
- The fence support posts, and barbed wire have been pulled and hauled away from the area surrounding the new wells at the elementary school. The plan is to have that area cleared and leveled before Pace returns at the end of the month to survey and fly their drone.
- The tractor and the backhoe have been greased. The booster station has been cleaned out
- 1 meter and 2 meter box lids were replaced this month.
- The drought report is complete, fire hydrants have been flushed, and equipment has been run for the month.
- The water loss for the month was 15 GPM, representing 22%, a 9% increase from last month. This number may be skewed due to an offset of meter reading dates and unaccounted for water use by the well drillers, and school.
 - Bacterial samples for the month returned negative.

REGULAR BOARD MINUTES

FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT

REGULAR BOARD MEETING

○ GOALS FOR NEXT MONTH

- Fix the manhole blockage issue at the school
- Complete and submit the CCR and EAR

Manager Report

General Comments:

Even though we are having some state-wide financially challenging times. I remain positive the Wastewater System Expansion and Water Improvement Construction Grants will be funded.

Our SWRCB – Division of Financial Assistance (DFA) team have been most supportive of our community, your District Team, and Pace Engineering. Likewise, University Enterprises Inc. (UEI) along with DFA have been instrumental in the Test Well(s) and Pine Grove Mobile Home Projects. Professionalism on all sides I sense have been impactful in on-going and future projects.

Continuing Education:

Administrative

Bridge Loans

- No activity

Grants:

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

- Arley Enloe, Enloe Drilling and Pump, has completed the #2 Well.
- Test pump was installed February 24, 2025
- Pumping drawdown step testing at 75, 15, and 300 GPM was done February 25, 2025 with pump failure at one hour into 300 GPM rate.
 - Approximately Static Water Level: 16 ft; Drawdown: 107 ft from Static Level @ 300 GPM
- On February 28th with new pump motor installed on pump a 8 hour continuous pumping was completed @200 GPM rate with an approximate drawdown of 36 ft.
 - Hydrogeologist Bonnie Lampley will be able to calculate long-term well production which is approximated at 250 GPM.
- Water quality samples were taken March 3, 2025. Sample results are expected in 3 weeks from lab. Taste testing conclusions by this writer is the water tastes good with an ever-so- slight hint of hydrogen sulfide (rotten egg) odor. Lab sample results will or will not confirm this subjective analysis.
- The concrete apron around well was poured March 5, 2025.
- All material and equipment have been removed site March 5th along with general driller clean-up completed.
- Operations CSD staff have started removing all old fencing and metal debris from the site and will rough grade site in preparation for Pace Engineering to develop topography mapping for the future infrastructure contract site plan. Grading and final cleanup has been delayed allowing ground to dry.

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

- Driller's contract will be complete once all required reports from him are received and accepted by Altec Engineering, Kip Lybarger, and UEI.

2. "Fall River Valley Well Infrastructure Project": DWR (Department of Water Resources): Grant Manager: Tara George – Returned from maternity leave.

- Design efforts rapidly continue with assumptions quality will be good and capacity at 250 GPM+/-.
- Land & Easement Acquisitions
 - The Fall River Joint Unified School District Board and Superintendent(s) have been most supportive of this project. Recent communications with school Superintendent Morgan Nugent have indicated their willingness to allow the CSD to take Fee Title to the site, along with required ingress/egress easement needed such that we will not impact their school bus turn-around and solar arrays.
 - Working with Rodd Taylor with FRJUSD, per direction from Nugent, this purchase proposal will be presented to the FRJUSD Board March 12th (same time and date of your meeting) for concurrence.
 - All required document description, plats, and sales contracts will be prepared by Pace and our attorney reimbursable within the grant.
- One existing utility easement to the South of site will need to be increased in width for our site ingress/egress and routing of required water and sewer lateral piping. I have been in communication with the land owner, and we should be able to reach acceptable win-win terms with minimal cost to CSD.
- Our preliminary goal is to be out to bid for this construction in May.
- We will have to be aggressive to complete all the improvements by the end of 2025.

3. Wastewater System Expansion (McArthur) Project:

Cheng Vue – SWRCB – DFA – Project Manager; Jame Garcia – Cheng Vue Supervisor

- Email communications indicate our complete application package has been reviewed, approved, and moved to the DFA agreement drafting department. I have been in communication with our attorney to have him immediately provide the required agreement Opinion Letter once we receive a funding agreement to sign. I remain hopeful we will be funded.
- Cheng Vue has informed us his goal is to have a funding agreement signed in the second quarter of 2025.
- Regardless, the on-ground design effort will be challenging to complete prior to 2025 winter weather.

4. Water System Improvement Project: -

Project has now been moved to Small Community Drinking Water Unit

New Project Manager: Francine Fua

\$2,016,000 Planning and Design Grant

- Jen Collins, Pace Engineering, has been assigned as the Lead Engineer on this project.
- The initial Construction Funding Application for this water system improvement work has been completed to the level required for DFA to prioritize funding assignment for construction. Prior to any construction funding agreement, the application elements requiring more time to accomplish such as final CEQA and higher % of design will need to be completed.

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

- At present DFA is diligently working to locate existing available funding to assign to a funding agreement for this construction.
- A Draft Preliminary Engineering Report has been completed and is available for your review.

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

- Delivery of the new electric motor variable frequency drive (VFD) drive unit has tentatively been set as late July. This delayed deliver will impact the whole project. Pump replacement will have to be scheduled for Fall when our water needs are minimal and we can take the existing pump out of service.
- The replacement pump has been delivered to a subcontractor in Chico and visually inspected/seen by Pace Engineers.
- The prime contractor poured the concrete foundations for the VFD and the generator months ago.

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

- Generator delivery date is still unknown.

Land Purchase from Maher under Option to Purchase

- Although the progress is slow, Pace survey staff continue to work and communicate with USDA on legal descriptions and plat maps for their review to complete existing ingress/egress easement modifications with the US Department of Agriculture and Mr. Maher.
- These easements are within the Maher/USDA Conservation agreement and are planned to be completed by August 2025.

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

- This planning project is complete. A copy of the Final Engineering Report is available for Board review.
- This project has moved from Planning to the Construction Funding stage with UEI preparing the construction funding application. We have provided them with all the support documents they required for that application.
- Per your previous approval the CSD will be the lead agency should this project be construction funded and moved into final Pace Engineering design and successful bidder construction.
- Next Project Zoom meeting scheduled for 20 March 2025.

Projects:

• McArthur Well Pump House – Rehab

- This project is to complete as many improvements as possible which were not possible within the “Well #1 Improvement” contract due to the bids higher than available funding. Utilizing our ARPA (Covid Relief Grant) and CSD funds we are making as many improvements as possible with available funds as outlined in bullets below using local contractors. This work is to be completed before MDS contractor returns to site to complete their contract.
- Improvement Drawings
 - Keystone Design (Gerald Stone) with support from Pace

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

- Planned Improvements
 - Install new plywood exterior sheathing, renew metal siding and roofing, renew bug infested insulation, renew framing as required, and renew interior sheathing as required.
 - Installed new HVAC unit on side of building.
 - Install a new hatch cover on roof over well head for pump maintenance.
- 1. **Blueprints/Record Plans/Documents:**
 - Gerald Stone has essentially completed this task.
 - Gerald's complete updated CSD digitized drawing record has been shared via thumb drive to Paul Reuter, Pace Engineering.
- 2. **Engineering Support:**
 - a. Continue communications with Paul Reuter, P.E. (President/Managing Engineer); Bryan Gentiles, P.E. (Electrical); Paige Cibart, P.E. (Civil); Keith Krantz, P.E. (Civil); Jen Collins, (Structural) at PACE and Kip Lybarger – Altec Engineering regarding ongoing projects.
- 3. **McArthur Well IH Standby Engine Rehab:**
 - Working to dovetail this in with pumphouse improvements.

OLD BUSINESS:


- None

NEW BUSINESS:


- ❖ Consider New Committee Members for Policies and Procedures, Parks, Finance, GM Hiring
 - Policies and Procedures
 - . Lopez and O'Connor
 - Parks
 - . Lopez and Harper
 - Finance
 - . O'Connor and Hendrix
 - GM Hiring
 - . Hendrix and Harper

Regular Meeting Adjourned at 6:45

Submitted,



Cecil D. Ray
Board Secretary and General Manager



Brett Hendrix
Board Vice President