

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

May 14, 2025

CALL TO ORDER:

Vice Chairman Hendrix called the Regular Board Meeting to Order at 6:07 pm

ROLL CALL OF DIRECTORS:

Director's present: Hendrix, Harper, Lopez, O'Connor (Arrived at 6:15)

Director's absent: DeWitt

VISITORS: None

PUBLIC COMMENT: None

COMMUNICATIONS: None

APPROVAL OF MINUTES:

- A motion was made by Director Lopez to approve the regular board meeting minutes from 4/16/25. Director Harper seconded, and the motion passed unanimously with a vote of ayes (Hendrix, Harper, Lopez)

APPROVAL OF INVOICES:

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

Director O'Connor Arrived

Parks Report (Copied from written report)

- General

- Annual Monitoring

- The Shasta Land trust conducted their annual monitoring of Two Rivers Park on Thursday May 1st. Gerry Stone joined us for the walkthrough, since he has been maintaining the trail and other valuable tasks.
 - They were impressed with the progress and had no notes this year. They were especially pleased to see that the usual trash and signs of inappropriate use near the Two Rivers West Trail had been eliminated.

- Two Rivers Park

- LeeOne Construction completed preparations for concrete and asphalt at Two Rivers West.
 - Concrete was poured on Tuesday May 6th
 - You can see photos on the District Facebook and Instagram pages

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- Asphalt will be poured when the weather is warmer
- Ongoing communication with PG&E and the County regarding paving of the DG portion of the trail into the park.
 - There is a good chance it will not be disturbed by the new bridge construction
 - The incline down to the road will be close to the trail, and the county intends on constructing a fence for safety
- There have been no issues so far with leaving the gate open at Two Rivers West
- Lions Park
 - A dog waste station along with bollards have been purchased
 - The bollards are removable posts that will be placed in a couple locations:
 - In front of the electrical panel to prevent anyone else from backing into it
 - Between the restrooms and the American Legion building as you go into the park
 - The old wire cable was removed a couple of years ago to make way for a more aesthetically appealing replacement.
 - This will prevent vehicles from driving onto the lawn

Treasurers Report (Copied from written report)

- **Summary**
 - The draft budget and supporting documents will be available before the next board meeting. I will send them to the Finance Committee for review.
 - **We are 83% through the fiscal year**
 - Total revenue is just under the budgeted amount for the year at 82%
 - This should be at or above the budgeted amount in May, as the second large tax revenue deposit will post.
 - Total Expenses are under budget at 78%
- **Revenue**
 - Operating revenue: \$67,984
 - \$2,400 under the budgeted amount for the month.
 - Least amount of water consumption in the last 7 years for April
 - 82% for the year
 - Total Revenue: \$68,103
 - 82% for the year
- **Employee Expenses**
 - Total Employee expenses: \$37,268
 - Approximately \$500 under the budgeted amount

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- 80% for the year
- **Operating Expenses**
 - Total operating expenses: \$13,318
 - About \$3,000 under the budgeted amount.
 - 75% for the year
- **Total Expenses: \$50,587**
 - About \$3,000 under the budgeted amount
 - 78% for the year
- Net Income including Depreciation and Grant Activities is \$1,392,242. Without the grants included it is \$215,133

Operations Report (Copied from written report)

- Joe and Bill began testing backflow devices last month.
- Bill and Joe began doing inventory at the storage sites.
- The EAR (Electronic Annual Report) has been completed and sent to the state.
- The valve that supplies the irrigation system at Lions Park has been replaced after a park volunteer reported a leak inside the storage building
- Planning for the water improvement project is ongoing. Cecil, Joseph, and Bill have been in talks with Keith from Pace Engineering to discuss several utility location questions as well as the perspective needs of the district as it relates to new mainline replacements.
- Joseph, Bill, and Keith from Pace Engineering met with Dell Howard from the PGMHP to discuss the future infrastructure project to add them to our water service.
- Joseph and Bill attended the CRWA Water Expo at the end of April. They were able to acquire the necessary CEUs for their licenses and gain valuable knowledge related to Backflow regulation and advancements in AI technology and how it could benefit the district with things such as grant writing, policy, and inventory.
- The locator that Joseph received a grant for has arrived, and the operations team has been field-trained to use the new device
- Thanks to Joseph and Amber, the district has been awarded a new grant from the Burney Regional Community Fund for \$3500. This money will be used to purchase two new plate compactors for the operations team.
- The drought report is complete, fire hydrants have been flushed, and equipment has been run for the month.
- The monthly water loss was 11 GPM, representing 16%, a 4% increase from last month.

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- Bacterial samples for the month were negative
- GOALS FOR NEXT MONTH
 - Continue backflow testing
 - Build picnic tables for the park
 - BIT inspection with DOT
 - Finish inventory
 - Weed eating and facility maintenance

Manager Report (Copied from written report)

General Comments:

The SWRCB – Division of Financial Assistance (DFA) team continues to process our Wastewater System Expansion and Water Improvement Construction Grant application. We along with Pace have been responding to some clarifying questions as they are asked. I remain hopeful we will have an agreement by the end of May.

Continuing Education:

Bill Rodeski and Joseph Huston attended a CRWA Conference that included Continuing Education credited courses.

Administrative

Bridge Loans

- No activity

Grants:

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

- Second test pumping and testing indicated the water still did not meet secondary drinking water standard requirements.
- Bonnie Lampley with Lawrence and Associates will prepare her final report for the project including all quantity and quality results for not only the funding agency, but for the district archives should future funding become available for installing water treatment as an element within a well infrastructure project.
- The district needs to secure the land for future use and DFA funding is available within the project Workplan to complete this process for less any direct purchase costs if required.
- I plan to meet with the Fall River Joint Unified School District again to discuss the status of wells and if we can reach agreeable purchase terms.
- Next Project Zoom meeting 27 May2025 to discuss project path forward/conclusion.

2. “Fall River Valley Well Infrastructure Project”: DWR (Department of Water Resources): Grant Manager: Tara George; Alena Misaghi – Tara’s Supervisor

- a. With the above information as to water quality an alternate plan was initiated. During a 1 April 2025 Zoom meeting with Tara George, Alena Misaghi, Paul Reuter, Paige Cibart, and me to discuss well water quality status and options it was suggested by Misaghi we immediately prepare a grant increase/modification request. On 4 April, the suggested request was prepared and sent to DWR (Tara) for funding to drill a well at the McArthur Well Site and extend the grant until December 2026. You were previously emailed this request package for your information. This request has been reviewed by Misaghi and is being reviewed at the next level.

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- b. We have responded to one inquiry for clarification information on our request.
- Design efforts at the FRM location have ceased.
- Land & Easement Acquisitions
 - Until the final plan has been determined I have delayed all efforts for acquisitions at this time.

3. Wastewater System Expansion (McArthur) Project:

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

- Cheng Vue has informed us his goal is to have a funding agreement signed in the second quarter of 2025.
- We continue to answer all of Cheng's detailed questions to complete an agreement.

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

- Keith Krantz, Pace Engineering, is working on design elements and your staff have met with Keith twice for an on-the-ground plan review as the design work continues. We continue to provide Keith with input.
- Since this planning project included drilling a second well near the McArthur Well #1 Paige Cibart at Pace has been focusing on designing the McArthur Well #2 Infrastructure should we receive our requested funding from DWR to drill another well.

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

- Keith Krantz, Pace Engineering, and staff have completed the 90% Project Manual and Plans for submittal as a portion of the DFA Construction Funding Application.
- Neil Howard, PGMHP owner, and Cyanna Iniquez, Pace Engineering, continue to reach out to landowners in the project area to obtain Letters of Intent to connect to the water system/project and obtain preliminary commitments for waterline easements.
- Per your previous approval the CSD will be the lead agency should this project be construction funded, moved into final Pace Engineering 100% design and successful bidder construction.
- Next Project Zoom meeting scheduled for tomorrow 15 May 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) structural plans are at 100%.
- Planned Improvements

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- Framing
 - Modify wall framing for all MDS bid substructure needed to support electrical upgrades.
 - Replace all rotten roof framing with new as required.
 - Install new plywood exterior sheathing (nonexistent) and renew rotten interior plywood ceiling sheathing.
 - Replace all metal siding and roofing including wrapping all eaves in metal.
 - Replace all insulation in walls and ceiling.
- Installed new BARD HVAC unit on side of building.
- Install a new exhaust fan for propane engine manual operation.
- Install a new hatch cover on the roof over well head for pump maintenance.
- McArthur Well IH Standby Engine Rehab
 - Complete engine cooling heat exchanger plumbing
 - Complete exhaust fan wiring
- Project start date 2 June 2025.

1. Pit River Bridge – Easement Negotiations with Shasta County

- a. John Heath, Shasta County, Deputy Director Public Works informed me this project has been funded within the Community Development Block Grant Mitigation Program (CDBG-MIT) which the county received.
- b. Our waterline portion of the grant is \$1.2M.
- c. John Everett, P.E., Shasta County Associate Engineer, has been assigned as the lead engineer in the project.
- d. Last Tuesday Bill, Joe, Amber and I met with John Everett, and Brandon Magby, Shasta County Right of Way Agent, Keith Krantz, Pace Engineering, at our office to discuss the waterline project, how the bridge approaches will impact our Two Rivers Park entry path, water requirements to the Park, and the planned construction timeline.
- e. The vision is for the County to award one contract to build the bridge and install the waterline.
- f. The waterline design and yet to be determined scope of construction administration will be done by a consulting engineer selected by the County via a funding required selection process.
- g. Timeline: Complete design, right of way acquisition and bidding – 2026; Construction – 2027.

2. Blueprints/Record Plans/Documents:

- The Office Operation Assistant continues to sort unorganized archived files for reorganizing, scan, shred as appropriate, physically, and electronically file.
- Misplaced records have been found and appropriately filed.

OLD BUSINESS:

- None

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NEW BUSINESS:

- ◆ Consider Cross-Connection Policy, Ordinance 1984 W-1 Amendment – Resolution 2025-04
 - The Cross-Connection Policy and Ordinance need to be updated
 - Customers will receive letters notifying them of the \$5/month charge, if they have a backflow device.
- Director O'Connor made a motion to approve Resolution 2025-04. Director Harper seconded, and the motion passed unanimously with a vote of 4 ayes (Hendrix, Harper, Lopez, O'Connor)

Regular Meeting Adjourned at 6:40

Submitted,



Cecil D. Ray
Board Secretary and General Manager



Brett Hendrix
Board Vice President