

AGENDA

FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING

June 16, 2021

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

**Due to COVID 19 restrictions, this meeting is being held via ZOOM. Meeting ID 984 8479 7321
You can also call in at 1-669-900-6833 Call the office at 336-5263 if you need assistance joining the meeting.**

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 Regular Meeting Minutes from 05/12/21(D) (A)

COMMUNICATIONS: None

CONSENT AGENDA: None

REPORTS:

Chairman's Report:	Jerry Monath
Parks & Rec Report:	Amber Beck
Financial Report:	Amber Beck
Approve Invoices (I) (D) (A)	
Operations Report:	Bill Rodeski
Manager Report:	Cecil Ray

OLD BUSINESS:

- Consider the purchase of leak detection equipment (A) (D) (I)

NEW BUSINESS:

- Consider new engineering agreement with Pace Engineering (A) (D) (I)
- Consider revision to Policy 2290 – Property Usage and 2260 – Disciplinary Action (A) (D) (I)
- Consider new employee coverage for Vision, Dental and Life Insurance (A) (D) (I)

ADJOURNMENT

Next Regular Board Meeting July 14, 2021

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office at (530)336-5263. Notification in advance of the meeting will enable FRVCSD to make reasonable arrangements to ensure accessibility to this meeting. Any documents that are made available to the Board before or at the meeting, not privileged or otherwise protected from disclosure, and related to agenda items, will be made available at FRVCSD for review by the public.

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
May 12, 2021

CALL TO ORDER:

Chairman Monath called the meeting to order at 6:05 p.m.

ROLL CALL OF DIRECTORS:

Director's present: DeWitt, Colby, Monath, Gooch

Directors Absent: Ontano

VISITORS: Via Zoom: -0-

PUBLIC COMMENT:

– None

APPROVAL OF MINUTES:

- GM Ray requested a wording change, the “need” for a spare pump in inventory:
1) Rebuilt and 1) New [reliability]; two (2) pumps were installed at Bridge Street.
- Approval of Regular Meeting Minutes for 4/14/2021. Director Colby made a motion to approve the Minutes for 4/14/2021. Director Gooch seconded, and the motion was passed unanimously with a vote of 4 ayes (Gooch, DeWitt, Colby, Monath)

COMMUNICATIONS: None

CONSENT AGENDA: None

Chairman Report: None

Parks & Recreation:

– Amber Beck

○ **Two Rivers Park**

Green Infrastructure Grant

- The grant administrator is preparing the agreement for this grant. I spoke to her on May 6th, and we are close to having this agreement ready to sign. I expect to have it at the next board meeting.
- In the process of contracting with Enplan to update the CEQA. It may only require and addendum and updated project description. This will be reimbursed through the grant.

Decomposed Granite Surface

- The hope is to be able to re-surface this part of the trail leading into the park with asphalt. After talking to the interim PG&E land manager, it may not be allowed (even though it does not meet ADA requirements) under the current licensing agreement. Working with her to find a solution.

○ **Fall River Lake Trail**

- Lomakatsi is still in discussion with PG&E about the FERC boundary adjustment. With any luck, next month's new will be that they have started working on the trail.

Treasurer Report:

- Amber Beck
 - Revenue for April was \$59,000 which is about \$2,000 over Budget for the month.
 - Employee expenses are about \$800 over Budget, at about \$31,000.
 - The operating expenses are about \$12,000 which is about \$5,000 under Budget for the month.
 - The financial statements are not showing the Frontier telephone bill, but it is added into this total.
 - Net Income for April was about \$7,500.
 - Year to date net income is \$154,000.
 - Accounts payable are up to date.
 - Approve Financials:
- Director Gooch made a motion to Approve the invoices to be paid for the month of April. Director Dewitt seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, DeWitt, Monath, Colby)

Operations Report:

- Cecil Ray
 - The leak located on Highway 299 across from 8th St. has been repaired.
 - The Hendrix meter install job on the highway is complete.
 - Due in large part to Cecil, the flow problem at the elementary school manhole has been addressed; while this issue is not completely corrected, it is improved.
**CA compliant, low-flow toilets*
 - There was a leak at the Lyons Park located in the ball field. Joe and I were able to dig it up and repair it.
 - We have been able to change out a few more meters from analog to digital.
 - There is a new leak that has surfaced on Bridge St that we are currently in the process of repairing.
 - Water loss for the month was at 2.7 MG and is at 37%.
 - Bacti samples for the month were negative.

Manager's Report:

- Cecil Ray

Grants:

- **Airport Test Well Project:** No Change in Status: Randy Marx, Project Administrator, is in the process of finalizing vendor contract Budgets and seeking funding approval prior to awarding contracts. At present, timeline for awarding this contract remains unknown.
- **McArthur Well Tank Project:** We continue our amicable negotiations for the land purchase. We have received a copy of land appraisal funded by the McArthur's. The cover email with this document indicated a willingness to sell excluding drilling any well. I continue to remain hopeful we will ultimately reach an agreement.

Projects:

- **District Office: Electrical Upgrade** – Work is complete, inspected by USDA, and all USDA paperwork finalized. Final \$2,200 (10% retention) payment received from USDA.
- **McArthur Bulk Water Fill Station:** No Change. Mark Thomas, Quicksilver Electric has been tasked to upgrade the electrical for this project from 1-phase to 3-phase power with District-owned material.
- **Pit River Bridge Replacement:** No Change. To date, GM Ray has received no additional communication as to when this project is scheduled to commence; hopeful for 2022.
- **Leak Detection:** Scheduled with CRWA for 26-27 May.

Engineering Support:

- **Engineering Services Agreement:** McArthur Well Pump Renewal plans and specs should be ready for bid by the end of the month.
- **McArthur Property Tank Project:** Work on this project has ceased until we have a sales agreement in place.

Operations and Staff:

- Bill and Joe are scheduled for **Wastewater Treatment Operator Testing** in Reno early next month. A CRWA representative is scheduled to assist in test prep at the District office.
- CRWA representative to arrive May 26-27th to assist in test prep at the District office.
- **Lift Station #1:** Operating without issues. We need to order a spare replacement pump for this Station. Your authorization is per policy.
- **Wastewater Treatment Operator Waiver:** The State will require us to relinquish our waiver once we have a Wastewater Operator overseeing the required function.
- **Water Leak:** A leak located along Hwy 299E opposite 8th Street was found to be on a 10" steel pipe near a previously installed short section of C900 (PVC) piping, leak was repair banded. As previously known pipe is within inches of 3 fiberoptic communication cables which added interference concerns during repair. Packway Materials assisted.
- **Parks:** Amber continues to glean information from Bill Johnson as needed and establish herself as the point person for the Parks effort. Bill and Joe repaired a water leak in the ball field at the Lions Club request.

OLD BUSINESS:

- Consider the purchase of leak detection equipment – District lawyer was consulted, and suggested customer sign a waiver if we do any leak detection on their side of property.
 - tabled until next month pending leak detection tests and results.
- Consider communications system for the District.
 - pending further communications with contact in fire department, Tulalake.

NEW BUSINESS:

- Consider adopting the 2021/2022 District Budget.
 - The Budget committee met with GM Ray and Amber Beck in May to work out the details of the Budget.
 - The board and committee are satisfied with the Budget as presented.
 - ❖ Director Colby made a motion to approve the Budget as presented for the 2021/2022 fiscal year. Director Gooch seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, DeWitt, Colby, Monath)

Regular Meeting adjourned at 7:15 pm

- **The next board meeting is 6/16/2021**

Respectfully Submitted,

Board Chairman

General Manager

OPERATIONS REPORT 06.16.21

System:

1. The leak located at the top of Bridge St. has been repaired.
2. Joseph and I have been researching leak detection equipment.
3. Amy completed her meter reading boot camp. She is fully capable of helping either Joseph or myself read meters.
4. Mark Hardison with the CRWA completed his leak detection survey. No leaks were found.
5. The lovejoy coupler on the #2 pump at booster station failed. Joseph replaced the coupler and Amber has ordered us some back-ups.
6. Water samples for well # 2 have been taken to Basic labs for analysis.
7. JOSEPH AND I BOTH PASSED OUR WASTEWATER 1 STATE TEST.
8. Water loss for the month is at 1.7 MG which is a 15% decrease from last month
9. Bacti samples for the month were negative.

Summary:

- **There is a leak at the elementary school that is our top priority**
- **Summertime is here and we are continuing to monitor our water use**
- **We still have several analog meters within the district that need to be upgraded to digital.**
- **Thank You !!!**

Parks Report

June 16, 2021

Two Rivers Park

❖ Green Infrastructure Grant

- The CEQA cost estimate was a bit higher than what was budgeted in the grant.
- There are other outdated costs in the grant, mostly due to the rise in prices since COVID. I expressed my concerns about the budget discrepancies to the grant administrator and she has given us the opportunity to edit the cost estimate before the grant agreement is finalized.
 - I am working with Nick Riddle to modify the cost estimate to best suit where we are at this phase in the park's development. This will likely mean looking for other funding for the amphitheater.

❖ Stewardship Council Enhancement Grant

- The Stewardship Council Board does not expect to make a decision on grant allocations until late 2021

❖ Decomposed Granite Surface

- Still attempting to resolve this issue with PG&E.
 - Paving of this section of the trail may be an item that will be added to the Green Infrastructure Grant, in hopes that a lease or easement is awarded to the District in the next two years.

Fall River Lake Trail

- ❖ Lomakatsi is planning to start the trail construction very soon, and have it completed by January.
 - The easement agreement has been drawn up and needs to be signed.

Financial Summary

May 2021

Amber Beck

Overview

We are 92% of the way through the fiscal year, and our Revenue is at 108% of the budgeted amount while our expenses are at 91%. Overall, we are right on track.

Revenue

For May, the total Operating Revenue was about \$60,671 which is about \$8,000 over budget for the month. The Tax Revenue was \$19,354.

Employee Expenses

Employee expenses were about \$31,000 which is about \$900 over budget for the month.

Operating Expenses

The operating expenses were \$11,446 which is about \$5,700 under budget for the month.

Summary

Year to date net income is \$184,388

Accounts Payable and Receivable

All accounts payable are up to date.

Fall River Valley Community Services District
Aged Payables by Invoice Date - Aged Payables

Aging Date - 5/1/2021
 From 5/1/2021 Through 5/31/2021

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
Ed Staub & Sons	May 2021 Fuel Charges	227.68	0.00	0.00	0.00	0.00	227.68
Enplan	McArthur Sewer Improvements	320.00	0.00	0.00	0.00	0.00	320.00
Ferguson	1x100 CTS 250 PSI NSF BLK	62.96	0.00	0.00	0.00	0.00	62.96
FGL Environmental	Water testing	69.00	0.00	0.00	0.00	0.00	69.00
Joseph Huston	WW Exam - Hotel and Travel	644.99	0.00	0.00	0.00	0.00	644.99
Napa Auto Parts	Supplies	191.89	0.00	0.00	0.00	0.00	191.89
Packway	Vac Trailer Rental	300.00	0.00	0.00	0.00	0.00	300.00
Ron Shannon	Strobe light and bar for red ford, Pump valve and well work	452.73	0.00	0.00	0.00	0.00	452.73
US Postmaster	Postage for Billing	162.00	0.00	0.00	0.00	0.00	162.00
UsaBlueBook	4' Sewage pump 15 hp 230 V - Hospital Lift Station	10,191.51	0.00	0.00	0.00	0.00	10,191.51
Valley Best Hardware	Shop Supplies	209.96	0.00	0.00	0.00	0.00	209.96
Report Total		12,832.72	0.00	0.00	0.00	0.00	12,832.72

Unapproved Invoices

Vendor	Description	Amount
Enplan	McArthur Sewer	\$320.00
Ferguson	Shop Supplies	\$62.96
Napa Auto	Supplies	\$191.89
Packway	Vac Trailer	\$300.00
Ron Shannon	Light bar for red truck, Work at well	\$452.73
USA Bluebook	Sewage pump for hospital lift station	\$10,191.51
US Postmaster	Postage for billing	\$162.00
Valley Hardware	Shop Supplies	\$209.96
Total		\$11,891.05
PAID AS OF 05/31/2021		\$0.00
TO BE PAID		\$11,891.05

Unapproved	\$11,891.05
Pre approved	\$941.67
Grant Reimb.	\$0.00
Accounts Payable	\$12,832.72

Preapproved Invoices

VENDOR	FOR	AMOUNT	PAID
Burney Disposal	May-21	\$120.37	\$120.27
Ed Staub	May-21	\$227.68	\$0.00
FGL	May-21	\$69.00	\$0.00
Humana - Employee Dental	May-21	\$363.48	\$363.48
Joseph Huston - Cell Phone Reimb - Exam Trip	May-21	\$644.99	\$0.00
Pathian - Vision Insurance	May-21	\$131.37	\$131.37
Pers - Employee Health	May-21	\$4,317.03	\$4,317.03
Pers Retirement	May-21	\$5,020.89	\$5,020.89
PG&E	May-21	\$3,121.41	\$3,121.41
State Fund	May-21	\$573.50	\$573.50
Streamline - Web services	May-21	\$150.00	\$150.00
William Rodeski - Cell Phone	May-21	\$35.00	\$35.00
Total			\$14,774.72
Total Due 05/31/2021			\$941.67

Savings by Fund

WATER

Capital Reserve	55,201.01
Operating Reserve	<u>80,324.59</u>
Total	<u>135,525.60</u>

SEWER

Capital Reserve	2,054.52
Operating Reserve	<u>26,796.73</u>
Total	<u>28,851.25</u>

Parks

Parks Savings	<u>8,235.88</u>
Total	<u>8,235.88</u>

Fall River Valley Community Services District

Statement of Revenues and Expenditures

From 5/1/2021 Through 5/31/2021

	May 2021 Actual	May 2021 Budget	YTD Actual (07/01/2020 - 05/31/2021)	Total Budget	YTD Percent Used
Revenue					
Operating Revenue					
Revenue-Utilities	58,470.34	50,000.00	630,264.55	616,350.00	102.25%
Outside/Container Revenue	1,700.00	2,000.00	22,755.40	12,000.00	189.62%
Utility Fees	540.54	600.00	5,639.04	7,200.00	78.32%
New Connection	(39.96)	0.00	11,181.57	0.00	0.00%
Total Operating Revenue	60,670.92	52,600.00	669,840.56	635,550.00	105.40%
Non Operating Revenue					
Taxes Revenue	19,353.67	0.00	48,959.47	32,400.00	151.10%
Interest Revenue	19.99	0.00	185.55	0.00	0.00%
Donations	0.00	0.00	200.00	0.00	0.00%
Miscellaneous	0.00	0.00	3,400.00	0.00	0.00%
Total Non Operating Revenue	19,373.66	0.00	52,745.02	32,400.00	162.79%
Total Revenue	80,044.58	52,600.00	722,585.58	667,950.00	108.18%
Expenses					
Employee Expense					
Wages	21,543.34	20,461.24	249,053.95	256,438.92	97.12%
Payroll Taxes	1,559.64	1,473.21	20,402.31	18,463.63	110.49%
Employee Health Insurance	3,782.52	3,350.00	35,168.41	40,200.00	87.48%
PERS- Retirement	3,712.92	3,702.00	41,458.86	46,654.16	88.86%
Compensation Insurance	573.50	1,200.00	5,346.27	14,400.00	37.12%
Total Employee Expense	31,171.92	30,186.45	351,429.80	376,156.71	93.43%
Operating Expense					
Consulting	2,548.75	3,750.00	26,476.75	45,000.00	58.83%
Legal & Accounting	0.00	400.00	20,237.50	20,000.00	101.18%
Advertising & Promotions	0.00	100.00	883.29	1,200.00	73.60%
Permit Fees	0.00	1,300.00	12,402.95	22,875.00	54.22%
Dues & Subscriptions	0.00	200.00	7,125.45	7,900.00	90.19%
Insurance	1,300.00	1,300.00	14,300.00	15,600.00	91.66%
Office Supplies	136.19	350.00	3,868.17	4,200.00	92.09%
Shop Supplies	772.81	950.00	5,711.10	11,400.00	50.09%
Postage	587.06	250.00	2,597.38	3,000.00	86.57%
Printing	0.00	0.00	25.10	0.00	0.00%
Bank Fees	0.00	20.00	90.00	240.00	37.50%
Petty Cash Short Account	43.76	20.00	43.76	240.00	18.23%
Equipment Rental	300.00	350.00	3,837.50	4,200.00	91.36%
Equipment Purchase	(70.46)	600.00	6,989.00	7,200.00	97.06%
Water Tests	224.00	150.00	1,278.60	1,800.00	71.03%
Truck Expense	302.73	200.00	3,621.00	2,400.00	150.87%
Maintenance & Repairs	212.96	2,000.00	33,090.74	24,000.00	137.87%
Garbage Fees	120.37	60.00	776.59	720.00	107.85%
Shop Tools	0.00	150.00	320.12	1,800.00	17.78%

Fall River Valley Community Services District

Statement of Revenues and Expenditures

From 5/1/2021 Through 5/31/2021

	May 2021 Actual	May 2021 Budget	YTD Actual (07/01/2020 - 05/31/2021)	Total Budget	YTD Percent Used
Field Tools	0.00	400.00	1,669.82	4,800.00	34.78%
Interest Expense	0.00	0.00	12,185.52	12,800.00	95.19%
Software License & Hardware Maint	114.98	300.00	6,619.17	6,780.00	97.62%
Property Tax	0.00	0.00	142.52	145.00	98.28%
Education	644.99	700.00	2,777.66	8,400.00	33.06%
Entertainment	0.00	10.00	89.42	120.00	74.51%
Travel	0.00	30.00	0.00	360.00	0.00%
Mileage	86.25	50.00	808.00	600.00	134.66%
Fuel	227.68	310.00	2,509.34	3,720.00	67.45%
Telephone	772.57	650.00	7,564.89	7,800.00	96.98%
Utilities	3,121.41	2,500.00	52,273.01	42,800.00	122.13%
Miscellaneous Expense	0.00	90.00	687.36	1,080.00	63.64%
Other	0.00	0.00	18.21	0.00	0.00%
Total Operating Expense	<u>11,446.05</u>	<u>17,190.00</u>	<u>231,019.92</u>	<u>263,180.00</u>	87.78%
Total Expenses	<u>42,617.97</u>	<u>47,376.45</u>	<u>582,449.72</u>	<u>639,336.71</u>	91.10%
Net Income	<u>37,426.61</u>	<u>5,223.55</u>	<u>140,135.86</u>	<u>28,613.29</u>	489.75%
Asset Expense					
Depreciation					
Depreciation Expense	8,083.54	0.00	88,918.94	0.00	0.00%
Total Depreciation	<u>8,083.54</u>	<u>0.00</u>	<u>88,918.94</u>	<u>0.00</u>	0.00%
Amortization					
Amortized Expense	588.89	0.00	6,477.79	0.00	0.00%
Total Amortization	<u>588.89</u>	<u>0.00</u>	<u>6,477.79</u>	<u>0.00</u>	0.00%
Total Asset Expense	<u>8,672.43</u>	<u>0.00</u>	<u>95,396.73</u>	<u>0.00</u>	0.00%
Capital Activities					
Grant Revenue					
Grant/Loan Inflow	2,207.26	0.00	139,648.68	2,280.00	6,124.94%
Total Grant Revenue	<u>2,207.26</u>	<u>0.00</u>	<u>139,648.68</u>	<u>2,280.00</u>	6,124.94%
Total Capital Activities	<u>2,207.26</u>	<u>0.00</u>	<u>139,648.68</u>	<u>2,280.00</u>	6,124.94%
Net Income Including Grant Activities	<u>30,961.44</u>	<u>5,223.55</u>	<u>184,387.81</u>	<u>30,893.29</u>	596.85%

Fall River Valley Community Services District

Statement of Revenues and Expenditures

From 5/1/2021 Through 5/31/2021

	May 2021 Actual	May 2020 Actual	YTD Actual (07/01/2020 - 05/31/2021)	Last Year Actual
Revenue				
Operating Revenue				
Revenue-Utilities	58,470.34	55,608.16	630,264.55	567,743.40
Outside/Container Revenue	1,700.00	634.40	22,755.40	29,666.17
Utility Fees	540.54	635.88	5,639.04	6,564.08
New Connection	(39.96)	0.00	11,181.57	0.00
Total Operating Revenue	60,670.92	56,878.44	669,840.56	603,973.65
Non Operating Revenue				
Taxes Revenue	19,353.67	19,445.58	48,959.47	48,553.04
Interest Revenue	19.99	15.91	185.55	251.90
Donations	0.00	0.00	200.00	0.00
Miscellaneous	0.00	0.00	3,400.00	0.00
Total Non Operating Revenue	19,373.66	19,461.49	52,745.02	48,804.94
Total Revenue	80,044.58	76,339.93	722,585.58	652,778.59
Expenses				
Employee Expense				
Wages	21,543.34	19,031.91	249,053.95	218,204.11
Payroll Taxes	1,559.64	1,371.89	20,402.31	17,192.29
Employee Health Insurance	3,782.52	3,203.12	35,168.41	35,477.14
PERS- Retirement	3,712.92	3,332.31	41,458.86	41,207.56
Compensation Insurance	573.50	440.56	5,346.27	6,244.14
Total Employee Expense	31,171.92	27,379.79	351,429.80	318,325.24
Operating Expense				
Consulting	2,548.75	2,436.50	26,476.75	4,498.14
Legal & Accounting	0.00	65.00	20,237.50	17,356.50
Outside Services	0.00	0.00	0.00	1,633.67
Engineering	0.00	0.00	0.00	3,625.81
Advertising & Promotions	0.00	0.00	883.29	883.08
Permit Fees	0.00	0.00	12,402.95	9,799.42
Dues & Subscriptions	0.00	0.00	7,125.45	6,085.06
Insurance	1,300.00	1,079.00	14,300.00	11,810.38
Office Supplies	136.19	757.42	3,868.17	3,248.88
Shop Supplies	772.81	325.80	5,711.10	5,060.71
Postage	587.06	147.70	2,597.38	2,360.67
Printing	0.00	0.00	25.10	0.00
Bank Fees	0.00	0.00	90.00	150.88
Petty Cash Short Account	43.76	0.00	43.76	100.00
Equipment Rental	300.00	0.00	3,837.50	50.00
Equipment Purchase	(70.46)	5,769.63	6,989.00	8,092.62
Water Tests	224.00	1,231.60	1,278.60	2,329.60
Truck Expense	302.73	113.07	3,621.00	887.60
Maintenance & Repairs	212.96	5,142.09	33,090.74	35,491.64
Garbage Fees	120.37	46.46	776.59	547.29
Shop Tools	0.00	0.00	320.12	1,646.18
Field Tools	0.00	28.95	1,669.82	4,698.44
Interest Expense	0.00	0.00	12,185.52	12,608.27
Software License & Hardware Maint	114.98	339.99	6,619.17	6,557.98
Property Tax	0.00	0.00	142.52	136.94
Education	644.99	0.00	2,777.66	2,159.58

Fall River Valley Community Services District

Statement of Revenues and Expenditures

From 5/1/2021 Through 5/31/2021

	May 2021 Actual	May 2020 Actual	YTD Actual (07/01/2020 - 05/31/2021)	Last Year Actual
Entertainment	0.00	0.00	89.42	20.02
Travel	0.00	0.00	0.00	224.73
Mileage	86.25	78.20	808.00	355.44
Fuel	227.68	139.28	2,509.34	2,878.78
Telephone	772.57	673.85	7,564.89	5,947.33
Utilities	3,121.41	3,941.84	52,273.01	40,036.75
Miscellaneous Expense	0.00	0.00	687.36	9.63
Other	0.00	0.00	18.21	40.47
Total Operating Expense	<u>11,446.05</u>	<u>22,316.38</u>	<u>231,019.92</u>	<u>191,332.49</u>
Total Expenses	<u>42,617.97</u>	<u>49,696.17</u>	<u>582,449.72</u>	<u>509,657.73</u>
Net Income	<u>37,426.61</u>	<u>26,643.76</u>	<u>140,135.86</u>	<u>143,120.86</u>
Asset Expense				
Depreciation				
Depreciation Expense	<u>8,083.54</u>	<u>8,083.54</u>	<u>88,918.94</u>	<u>88,918.94</u>
Total Depreciation	<u>8,083.54</u>	<u>8,083.54</u>	<u>88,918.94</u>	<u>88,918.94</u>
Amortization				
Amortized Expense	<u>588.89</u>	<u>588.89</u>	<u>6,477.79</u>	<u>5,300.01</u>
Total Amortization	<u>588.89</u>	<u>588.89</u>	<u>6,477.79</u>	<u>5,300.01</u>
Total Asset Expense	<u>8,672.43</u>	<u>8,672.43</u>	<u>95,396.73</u>	<u>94,218.95</u>
Capital Activities				
Grant Revenue				
Grant/Loan Inflow	<u>2,207.26</u>	<u>4,559.36</u>	<u>139,648.68</u>	<u>407,475.63</u>
Total Grant Revenue	<u>2,207.26</u>	<u>4,559.36</u>	<u>139,648.68</u>	<u>407,475.63</u>
Total Capital Activities	<u>2,207.26</u>	<u>4,559.36</u>	<u>139,648.68</u>	<u>407,475.63</u>
Net Income Including Grant Activities	<u>30,961.44</u>	<u>22,530.69</u>	<u>184,387.81</u>	<u>456,377.54</u>

Fall River Valley Community Services District

Balance Sheet
As of 5/31/2021

		<u>Current Year</u>
Assets		
Current Assets		
Cash & Cash Equivalents		
1010	Petty Cash	300.00
1020	Operating Account-Checking	113,211.48
1035	Savings Account	172,749.88
1070	USDA-Annual	13,742.69
1080	USDA-Short Lived Assets	721.86
1090	USDA-Debt Service	14,504.07
1111	USDA Grant Account - Checking	2,500.00
	Total Cash & Cash Equivalents	<u>317,729.98</u>
Accounts Receivable		
1202	Accounts Receivable Grants	0.00
1210	Accounts Receivable Water	64,956.06
1220	Accounts Receivable-Sewer	27,829.28
	Total Accounts Receivable	<u>92,785.34</u>
Inventories		
1410	Inventory	60,000.00
	Total Inventories	<u>60,000.00</u>
Prepaid Expenses		
1400	Prepaid Insurance Expenses	(901.41)
	Total Prepaid Expenses	<u>(901.41)</u>
	Total Current Assets	469,613.91
Long-term Assets		
Property & Equipment		
1500	Land	218,731.00
1510	Building	114,591.28
1520	Equipment	270,453.75
1530	Parks System	378,518.26
1540	Water System	3,588,095.97
1550	Sewer System	1,658,220.09
1560	Amortized Asset	74,946.35
1565	Gain/Loss on Sale of Equipment	(12,489.00)
1570	Accumulated Depreciation	(3,244,022.70)
1580	Accumulated Amortization	(54,148.21)
	Total Property & Equipment	<u>2,992,896.79</u>
Long-term Investments		
1590	Construction In Progress	749,815.94
	Total Long-term Investments	<u>749,815.94</u>
	Total Long-term Assets	<u>3,742,712.73</u>
	Total Assets	<u><u>4,212,326.64</u></u>
Liabilities		
Short-term Liabilities		
Accounts Payable		
2000	Accounts Payable	12,832.72
2001	AP Beginning Balance/Interim	137,841.00
	Total Accounts Payable	<u>150,673.72</u>
Other Short-term Liabilities		
2100	Federal Income Tax	0.01
2101	FICA Taxes Liabilities	0.04
2102	Personal Income Tax-FTB	0.00
2103	Unemployment Insurance-State	2.00
2104	Employment Training Tax	0.00
2105	State Disability Insurance	(2.03)
2112	Employee Portion of Health Ins	(1,040.00)
2113	Employee Retirement	0.00
2300	Customer Deposit Liabilities	6,925.00
	Total Other Short-term Liabilities	<u>5,885.02</u>

Fall River Valley Community Services District

Balance Sheet
As of 5/31/2021

		<u>Current Year</u>
	Total Short-term Liabilities	<u>156,558.74</u>
	Long-term Liabilities	
	Long-term Liabilities	
2800	USDA Loan	<u>426,203.21</u>
	Total Long-term Liabilities	426,203.21
	Other Long-term Liabilities	
2600	Pension Liability	<u>233,033.00</u>
	Total Other Long-term Liabilities	<u>233,033.00</u>
	Total Long-term Liabilities	659,236.21
	Other Accounts	
	Balancing Accounts	<u>(17,375.73)</u>
	Total Balancing Accounts	<u>(17,375.73)</u>
	Total Other Accounts	<u>(17,375.73)</u>
	Total Liabilities	<u>798,419.22</u>
	Net Assets	
	Beginning Net Assets	
	Net Assets	
3010	Contributed Capital	2,171,993.36
3150	Net Income	1,078,512.11
7510	Building-Capital Expense	0.00
7520	Equipment-Capital Expense	(7,010.00)
7540	Water System-Capital Expense	(5,766.38)
7550	Sewer System-Capital Expense	0.00
7590	Construction In Progress-	0.00
8010	Long Term Debt-Expense	<u>(8,584.48)</u>
	Total Net Assets	<u>3,229,144.61</u>
	Total Beginning Net Assets	3,229,144.61
	Current YTD Net Income	
4700	Donations	200.00
	Other	<u>184,187.81</u>
	Total Current YTD Net Income	<u>184,387.81</u>
	Total Net Assets	<u>3,413,532.42</u>
	Total Liabilities and Net Assets	<u><u>4,211,951.64</u></u>

Fall River Valley Community Services District

Statement of Cash Flows

As of 5/31/2021

	Current Period
Cash Flows from Operating & Non-Operatin...	
Grant Revenue	2,207.26
Changes in Accounts receivable-Operations	(2,316.87)
Interest & Dividends Received	19.99
Sales	60,670.92
Miscellaneous Receipts	2,499.83
Payments to Employees & Suppliers	126,973.46
Total Cash Flows from Operating & Non-Op...	190,054.59
Cash Flows from Investing Activities	
Net Cash from Purchase/Sale of Assets	(147,425.26)
Total Cash Flows from Investing Activities	(147,425.26)
Beginning Cash & Cash Equivalents	275,100.65
Ending Cash & Cash Equivalents	317,729.98

Fall River Valley Community Services District

Check/Voucher Register - BM Checks

1020 - Operating Account-Checking

From 5/1/2021 Through 5/31/2021

Check Number	Check Description	Vendor Name	Effective Date	Check Amo...
3628	System Generated Check/Vouc...	Burney Disposal	5/10/2021	120.37
3629	System Generated Check/Vouc...	Ed Staub & Sons	5/10/2021	364.44
3630	System Generated Check/Vouc...	Ferguson	5/10/2021	39.96
3631	System Generated Check/Vouc...	FGL Environmental	5/10/2021	155.00
3632	System Generated Check/Vouc...	Inter-Mountain Fair	5/10/2021	300.00
3633	System Generated Check/Vouc...	J. W. Wood Comp...	5/10/2021	265.49
3634	System Generated Check/Vouc...	Lagerlof, LLP	5/10/2021	520.00
3635	System Generated Check/Vouc...	Lomakatsi Restora...	5/10/2021	302.50
3636	System Generated Check/Vouc...	Napa Auto Parts	5/10/2021	301.43
3637	System Generated Check/Vouc...	Petty Cash	5/10/2021	110.31
3639	System Generated Check/Vouc...	Valley Best Hardw...	5/10/2021	136.87
3640	System Generated Check/Vouc...	William Rodeski	5/10/2021	194.93
3641	System Generated Check/Vouc...	Water Works Engi...	5/10/2021	1,505.00
3642	System Generated Check/Vouc...	David House	5/10/2021	419.53
3643	System Generated Check/Vouc...	US Postmaster	5/10/2021	156.96
3644	System Generated Check/Vouc...	US Postmaster	5/10/2021	245.00
3645	System Generated Check/Vouc...	Jerry Monath	5/24/2021	86.25
3646	System Generated Check/Vouc...	Joseph Huston	5/24/2021	35.00
3647	System Generated Check/Vouc...	MT Shasta Engine...	5/24/2021	723.75
3648	System Generated Check/Vouc...	Packway	5/24/2021	4,572.43
3649	System Generated Check/Vouc...	William Rodeski	5/24/2021	35.00
3650	System Generated Check/Vouc...	Amy Perkins	5/24/2021	113.51
CREDIT 5535425	Binders for GM	Amazon.com	5/20/2021	115.76
DEBIT 05.28.21	Tool Bag, Tape and Tie down s...	Harbor Frieght To...	5/28/2021	73.94
DEBIT 1994628	Arm rests, binders, pens, repor...	Amazon.com	5/14/2021	62.58
DEBIT 2334609	10 USB Flash Drives	Amazon.com	5/18/2021	31.57
DEBIT 2852237	RETURN 11x17 Printer	Amazon.com	5/18/2021	(336.72)
DEBIT 6568203	RETURN Printer warranty 3 Years	Amazon.com	5/18/2021	(33.99)
DEBIT 6961007	Network switch, Toilet Paper, E...	Amazon.com	5/18/2021	81.75
DEBIT 7173056	Cable and switch	Amazon.com	5/19/2021	43.94
DEBIT 7613034	Three Ring Binder Dividers	Amazon.com	5/19/2021	22.36
Debit 778697-654...	Deposit for Starlink Internet Ser...	Starlink	5/10/2021	99.00
EFT 0-528-668-320	Payroll Liabilities for 05.07.21	Employment Deve...	5/10/2021	421.04
EFT 02021049197...	Insurance - All Life	Anthem Blue Cross	5/1/2021	93.25
EFT 05.04.21 365...	Microsoft 365 Yearly Subscription	Microsoft	5/4/2021	99.99
EFT 05.05.21-06....	Work Comp Insurance	State Compensati...	5/26/2021	573.50
EFT 1-079-070-368	Payroll Liabilities for 05.21.21	Employment Deve...	5/21/2021	428.23
EFT 10000001640...	Retirement Contribution Plan - ...	Public Employees ...	5/10/2021	1,428.06
EFT 10000001640...	Retirement Contribution Plan - ...	Public Employees ...	5/20/2021	1,378.16
EFT 10000001640...	Health Insurance - All Employees	Public Employees ...	5/10/2021	4,317.03
EFT 10000001641...	Unfunded Accrued Liability Plan...	Public Employees ...	5/10/2021	2,214.67
EFT 14798458378...	04.15.21-05.13.21	Pacific Gas & Elec...	5/27/2021	3,121.41
EFT 16839845	Printer Paper, Tabs, Bath Tissue	Quill	5/18/2021	75.25
EFT 24026966	Payroll Liabilities for 05.07.21	Internal Revenue ...	5/10/2021	2,643.30
EFT 399590155	Insurance - Dental	Humana Dental In...	5/1/2021	363.58
EFT 50016811	Payroll Liabilities for 05.21.21	Internal Revenue ...	5/21/2021	2,640.28
EFT 75828	Insurance - Vision	Pathian Administr...	5/1/2021	131.37
EFT 85321889	Zoom Monthly Fee	Zoom	5/10/2021	14.99
EFT May 2021	Telephone/Internet	Frontier Communi...	5/10/2021	603.57
PR2021-52	Employee: Beck; Pay Date: 5/7...	Amber Beck	5/6/2021	1,794.28
PR2021-53	Employee: Huston; Pay Date: 5...	Joseph M. Huston	5/6/2021	1,554.64
PR2021-54	Employee: Perkins; Pay Date: 5...	Amy F. Perkins	5/6/2021	656.01
PR2021-55	Employee: Ray; Pay Date: 5/7/...	Cecil D. Ray	5/6/2021	1,633.12
PR2021-56	Employee: Rodeski; Pay Date: ...	William D. Rodeski	5/6/2021	1,580.19
PR2021-57	Employee: Beck; Pay Date: 5/2...	Amber Beck	5/20/2021	1,824.25

Fall River Valley Community Services District

Check/Voucher Register - BM Checks

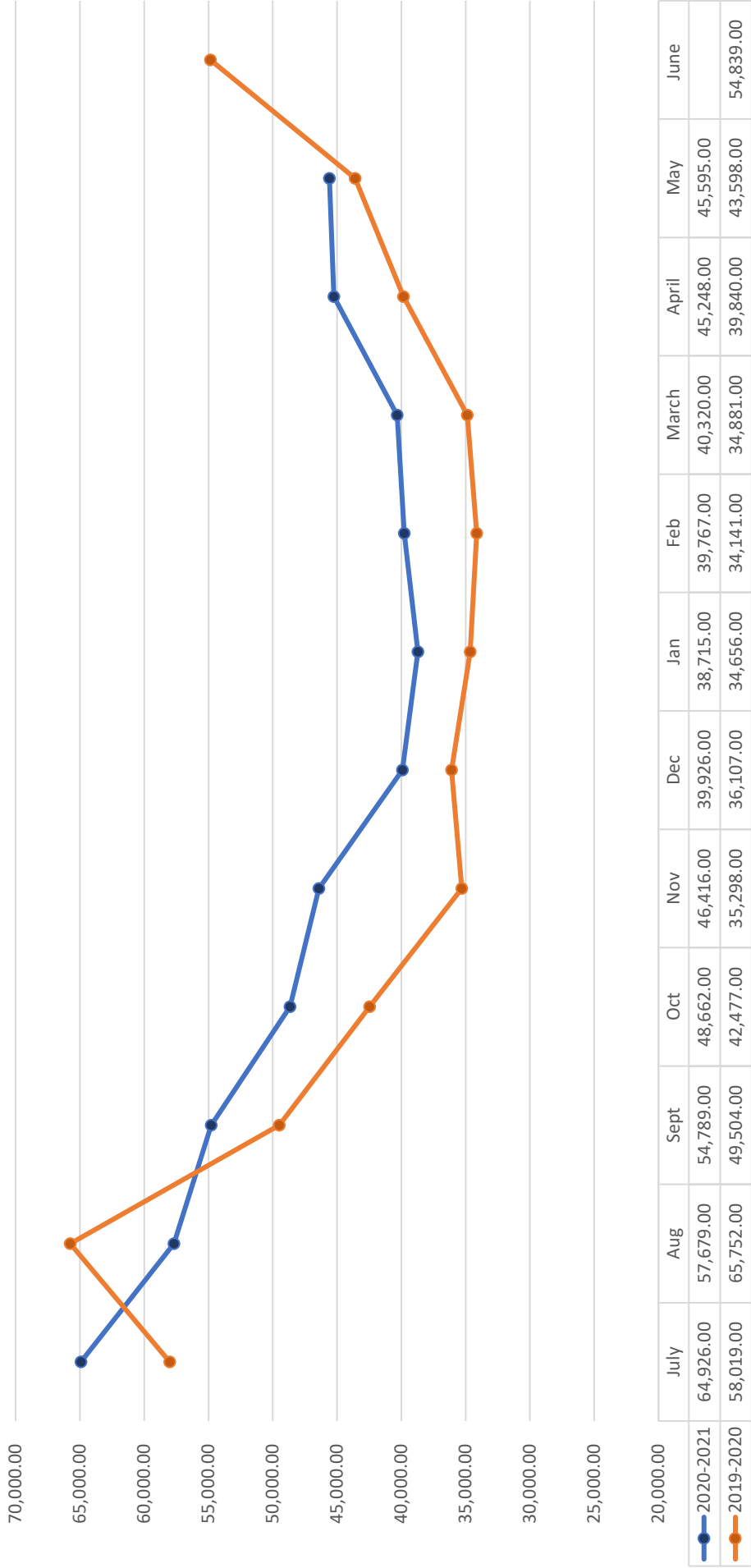
1020 - Operating Account-Checking

From 5/1/2021 Through 5/31/2021

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amo...</u>
PR2021-58	Employee: Huston; Pay Date: 5...	Joseph M. Huston	5/20/2021	1,564.19
PR2021-59	Employee: Perkins; Pay Date: 5...	Amy F. Perkins	5/20/2021	696.27
PR2021-60	Employee: Ray; Pay Date: 5/21...	Cecil D. Ray	5/20/2021	1,633.12
PR2021-61	Employee: Rodeski; Pay Date: ...	William D. Rodeski	5/20/2021	1,603.55
W763182193	HP Office Jet Pro 7740 Wide Fo...	Apple Store	5/18/2021	<u>300.25</u>
Report Total				<u>46,251.47</u>

Water Revenue

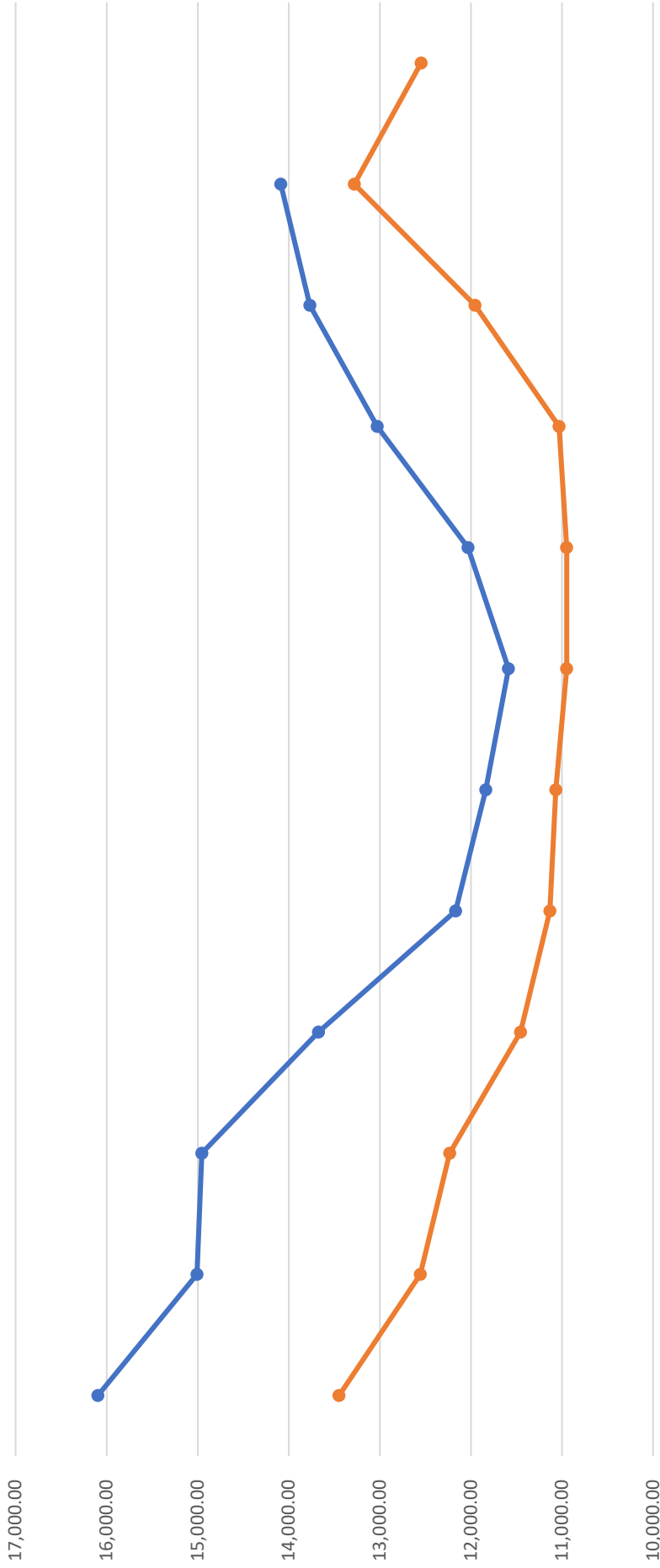
2019/2020 - 2020/2021



● 2020-2021 ● 2019-2020
— November 2020 - New Connection — August 2019 - Bulk Water
— April 2021 - New Connection

Sewer Revenue

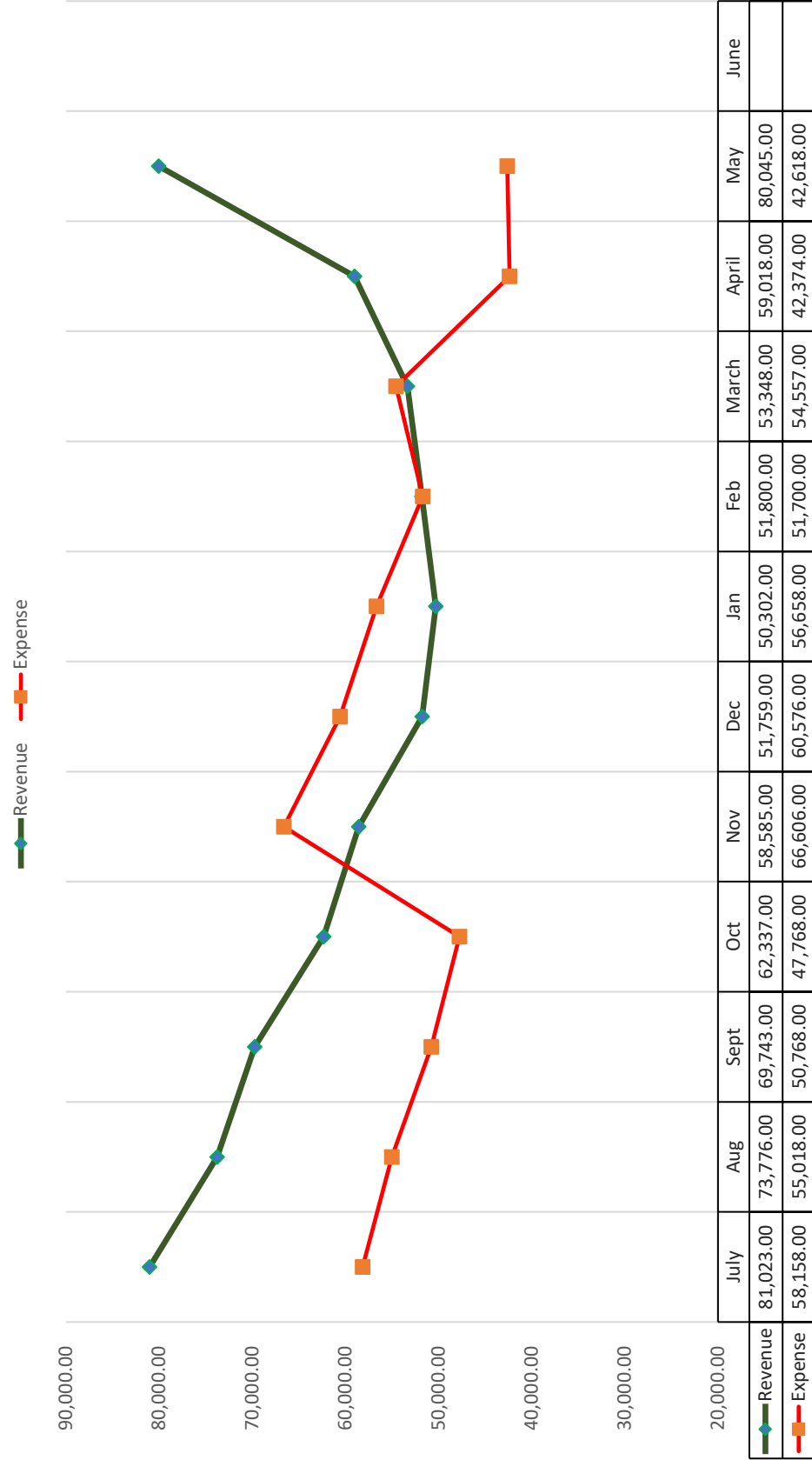
2019/2020 - 2020/2021



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2020-2021	16,097.00	15,009.00	14,954.00	13,675.00	12,169.00	11,836.00	11,587.00	12,033.00	13,028.00	13,770.00	14,087.00	
2019-2020	13,448.00	12,555.00	12,233.00	11,454.00	11,134.00	11,069.00	10,948.00	10,948.00	11,033.00	11,956.00	13,281.00	12,546.00

—●— 2020-2021 —●— 2019-2020

REVENUE VS EXPENSE 2020/2021



November 2020 - Geo Tech Report and Audit fees
 December 2020 - McArthur Tank Engineering, Legal fees
 January 2021 - Sewer Pump Failures

May 2021 - Tax Revenue of \$19,354

POLICY TITLE: CSD Property Usage
POLICY NUMBER: 2290 Amended June 16, 2021

2290.1 This policy applies to employees who drive CSD vehicles to and from work.

2290.1.1 During working hours, trips for personal purposes will be avoided. Occasionally, stopping at a store en route to a business destination, or going to a restaurant (within close proximity of your work location) for lunch is permitted. While going to or from work, occasionally stopping to buy groceries, pick up laundry, medications, etc., is also permitted.

2290.1.2 Other than the foregoing uses, CSD vehicles will not be used for any other personal purposes without prior written approval. This means that weekend or after-hours trips to the store (regardless of how close to home), trips back to the office to retrieve forgotten personal items, or any other non-business usage will not be permitted.

2290.2 **Personal use of CSD tools on or off the CSD's property** is not allowed.

2290.3 Personal use of CSD facilities is not allowed

2290.4 **Only CSD employees or board members may drive District owned vehicles or equipment. Vendors, consultants, volunteers, or approved persons, may ride in District owned vehicles or equipment**

POLICY TITLE: Disciplinary Action
POLICY NUMBER: 2260

2260.1 The following measures are part of the disciplinary process: warning, reprimand, suspension with or without pay, dismissal, demotion, or reduction in pay. The General Manager or Board of Directors in the case of exempt employees may discipline any employee for cause.

2260.2 Specific Grounds for Discipline. **Amended June 16, 2021**

2260.2.1 Discourteous treatment of the public or fellow employees, **which includes but is not limited to, spreading lies or gossip about fellow employees or work-related situations.**

2260.2.2 Drinking of intoxicating beverages or use of illegal or non-prescribed drugs on the job or arriving on the job under the influence of such beverages or drugs.

2260.2.3 Habitual absence or tardiness.

2260.2.4 Abuse of sick leave.

2260.2.5 Disorderly conduct.

2260.2.6 Incompetence or inefficiency.

2260.2.7 Being wasteful of material, property, or working time.

2260.2.8 Violation of any lawful or reasonable regulation or order made and given by an employee's supervisor; insubordination.

2260.2.9 Neglect of duty.

2260.2.10 Dishonesty.

2260.2.11 Misuse of CSD property.

2260.2.12 Willful disobedience.

2260.2.13 There are many more grounds for disciplinary action not listed above.

New Vision, Dental and Life Through JPIA

VS

Current Vision, Dental and Life Through 3 Companies

Employee	New Vision	Current	New Dental	Current	NewLife A&D	Current	New CSD Paid	Current CSD Paid	New Employee Paid	Current Employee Paid
Amber B.	\$21.18	\$16.79	\$46.23	\$51.94	\$8.50	\$8.00	\$75.91	\$76.73	\$0.00	\$0.00
Amber Dependents		\$8.45						\$4.23	\$0.00	\$4.23
Total	\$21.18	\$25.24	\$46.23	\$51.94						
Amy P.	\$21.18	\$16.79	\$46.23	\$51.94	\$12.50	\$15.00	\$79.91	\$83.73	\$0.00	\$0.00
Total	\$21.18	\$16.79	\$46.23	\$51.94						
Joseph H.	\$21.18	\$16.79	\$46.23	\$51.94	\$3.50	\$4.75	\$70.91	\$73.48	\$0.00	\$0.00
Joseph H. Dependents		\$8.45	\$114.23	\$103.88			\$57.12	\$56.17	\$57.12	\$56.17
Total	\$21.18	\$25.24	\$160.46	\$155.82						
Bill R.	\$21.18	\$16.79	\$46.23	\$51.94	\$8.50	\$12.75	\$75.91	\$81.48	\$0.00	\$0.00
Bill R. Dependents		\$23.86	\$50.14	\$51.94			\$25.07	\$37.90	\$25.07	\$37.90
Total	\$21.18	\$40.65	\$96.37	\$103.88						
Cecil	\$21.18	\$16.79	\$46.23	\$51.94	\$59.00	\$67.75	\$126.41	\$136.48	\$0.00	\$0.00
Cecil Dependents		\$8.45	\$50.14	\$51.94			\$25.07	\$30.20	\$25.07	\$30.20
Total	\$21.18	\$25.24	\$96.37	\$103.88						
TOTALS	\$105.90	\$133.16	\$445.66	\$467.46	\$92.00	\$108.25	\$536.31	\$580.39	\$107.26	\$128.49
Savings with New Plans	\$27.26		\$21.80		\$16.25		\$44.08		\$21.23	

Dental: The current coverage is not great and is not accepted by Mountain Valley Dental Centers. The new is accepted and is the only preferred provider at Dr. Schmunk DDS. Amy will be full time, so the amounts in her column for current amounts are what we would be paying if we kept what we have now.

Vision: The plan will be exactly the same, but it is a single cost, no matter how many dependents.

Life: The current plan is \$25,000 worth of coverage. The new would be for \$50,000, but at \$16.25 less than the current plan.

The District will have one bill, opposed to three to process monthly. Total yearly District Savings is: \$528.96

Coverage would begin 8/1/2021