

# AGENDA

## FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING

**January 12, 2022, at 6:00 PM**

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

This meeting is available 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 12/15/2021 (D) (A)

**COMMUNICATIONS:** None

**CONSENT AGENDA:** None

### **REPORTS:**

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

### **OLD BUSINESS:**

- None

### **NEW BUSINESS:**

- Pace Engineering Presentation – Water and Wastewater Projects (D) (A) (I)
- Resolution 2022-01 SWRCB Authorizing Resolution for McArthur Wastewater Project Grant (D) (A) (I)
- Resolution 2022-02 SWRCB Authorizing Resolution for Water System Improvement Project Grant (D) (A) (I)
- Consider New Policy 6060 - SB 1029 Compliant Debt Management Policy (D) (A) (I)
- Resolution 2022-03 SB 1029 Compliant Debt Management Policy (D) (A) (I)
- Resolution 2022-04 Fall River Lions Park Agreement (D) (A) (I)
- Consider Storage Building for Equipment (D) (A) (I)
- Appoint New Director to the Board (D) (A) (I)
- Appoint Board Members to Committees and Positions (D) (A) (I)

### **ADJOURNMENT**

**Next Regular Board Meeting February 16, 2022**

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  
December 15, 2021

CALL TO ORDER:

Chairman Monath called the meeting to order at 6:00 p.m.

ROLL CALL OF DIRECTORS:

**Director's** present: DeWitt, Hendrix, Monath

VISITORS: Sky Snyder, George Swarzlender. Via Zoom: Cherie Kunkel

PUBLIC COMMENT:

- ❖ George Swarzlender, Project Manager for Lomakatsi, overseeing the Fall River Lake Trail Project, gave an update on the progress of the project.
  - Trail is about 80% complete
  - 24 yards of wood chips and 22 tons of gravel have been used. Additional locations may need wood chips and log cribs (to block off areas from recreational vehicle use).
    - 12 planter box structures across 12 spur roads - can accommodate future native species planting.
  - Tribal Employment included 7 Pit River tribal Ajumawi band members employed by Lomakatsi and an additional 3 Pit River Kosealekte tribal members employed through a subcontract from Lomakatsi to Issi Wah Ecocultural Restoration Services Inc., working through October and mid-November, a period of 5 weeks.
  - 600 Black oak acorns and 120 willows have been planted at the request of the Ajumawi Band Cultural Representatives.
    - Because native plants did not go in the ground in time, there will be talks with the Stewardship Council regarding a budget modification, and possibly using some of the native planting money on another line item.
  - Have been in contact with Rotary about a sign in honor of their donation.
    - A sign to honor the Ajumawi Band will also be contracted
  - An invoice for approximately \$55,000 will be submitted for reimbursement for work from October to November.
  - Lomakatsi representatives and Amber Beck will discuss final operation tasks and budget modifications that are needed to finish out the project.

APPROVAL OF MINUTES:

- *Approval of Regular Meeting Minutes from 11/24/21. A motion was made by Director DeWitt to Approve the Minutes as written, Director Hendrix seconded and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, Monath)*

COMMUNICATIONS: None

CONSENT AGENDA: None

## Chairman's Report:

- Spoke to Mike Colbert from the USDA about a possible loan to buy a vac trailer, truck and construct a storage building for equipment.
  - All of these items can be combined into one loan.
  - Under \$500,000 does not require a bond
  - The amount could be approximately \$350,000. At 2 1/8% interest for 35 years, that would be \$14,280 a year.

## Parks & Recreation:

– Amber Beck

### ❖ Two Rivers Park

- Green Infrastructure Grant – Natural Recourses Agency
  - Received our first reimbursement of \$13,385.00, over two weeks ahead of when they said it would arrive.
  - The second request for reimbursement was sent on December 3<sup>rd</sup> in the amount of \$30,647.50.
  - The NOD (Notice of Determination) has been filed with the County and the State. The final invoice for the Environmental from Enplan is expected this month.
  - Amber is working on a plan of action for the next steps in the grant, coordinating with Nick Riddle of Mt. Shasta Engineering.
    - The next deadline in the project schedule is submitting the final plans/specs/design in May of 2022. There should be no problem meeting that deadline.
    - The construction phase of the project runs from May 2022 to October 2024
- Per Capita Grant - OGALS
  - The initial documents for the Per Capita Grant from the State of California, were submitted to the grant administrator, Lydia Willit.
  - This is a non-competitive that was awarded to the District in the amount of \$177,952.00
  - The grant will fund the construction of a Pavilion on the active side of Two Rivers Park, along with any supporting amenities that can fit into the budget.
- Regional Parks Program Grant - OGALS
  - Amber would like to apply for this grant, which has a minimum of \$200,000 and max of \$3,000,000.
  - There is no guarantee that this grant will be applied for, but if the Resolution is passed tonight, then it is an option for the CSD.
  - The grant requires CEQA be complete by the time of grant awards. The CEQA does not include the Amphitheater, which is other main element planned. If the CEQA issue can be resolved, possibly by replacing the amphitheater with another pavilion and gathering space that will be much less invasive, then the grant can be applied for.

### ❖ Fall River Lake Trail

- The trail is very useable and expected to open to the public in the Spring of 2022. Ginger Amoroso and Mary Mike are planning to attend the board meeting and can give a little more detail on progress.
- There may be some adjustments to the grant budget to include more improvements, while removing **items that can't be achieved** at this point. More next month about the details once they are discussed.

### ❖ The Lions Park

- The Lions are having a new contract drawn up which will be presented to the board in the next couple months.
  - The District will take more financial responsibility for the utility and maintenance costs, which can be fit into the yearly parks budget.

- Painting will resume in the Spring, with the money received from the Rotary. Touch up and trim, along with the inside of the bathrooms.
- There are playground items that need to be replaced. Researching prices and funding options.
- ❖ Other
  - Paulette is no longer a board member but will stay active in the parks. Amber and Paulette are going to reach out to community members who have been supportive in the past and begin having monthly meetings. Community support and input are so important with all the projects.

#### Financial Report:

– Amber Beck

#### ❖ General

- **The audit was expected be complete last week but haven't received it at this point. They had to make a modification to the AR amount, because of a small discrepancy between the billing and accounting program. The discrepancy was due to coding issues between the two programs. So far this year, the AR match in both programs, so the issue has been resolved.**

#### ❖ Revenue

- For November, the total Revenue was about \$48,567 which is just under budget for the month.

#### ❖ Employee Expenses

- Employee expenses were about \$31,000. which is almost \$3,000 under budget for the month.

#### ❖ Operating Expenses

- The operating expenses were about \$36,000 which is about \$4,000 over budget for the month.
  - Because of some of the expenses being paid this month, instead of last, the net income for the month is -18,000. Net income in the winter months is always negative for the month. Mostly because of bills that are due this time of year and the low revenue from water during lower usage times.

- Net income for this year is \$80,437

#### Approval of Financials:

- Director DeWitt made a motion to Approve the invoices to be paid for the month of December. Chairman Monath seconded, and the motion was passed unanimously with a vote of 3 ayes. (DeWitt, Hendrix, Monath)

#### Operations Report:

#### ❖ System

- To reduce the amount of blow by, the #2 pump at the Bridge St lift station has been fitted with a new pair of shoes located on the pull-out flange.
- The hospital lift station has a brand-new set of check valves as well as a new gate valves These upgrades will add much needed stability to our system.
- We had a power outage this month which caused damage to the CPU on the server for the SCADA unit. We are currently using a loaner unit until ours can be repaired
- Joseph remained on standby for the entirety of the power outage.
- This month we had 5 locate and mark tickets for various business doing work in the area.

- The leak at the corner of 6<sup>th</sup> and Curve St. has been backfilled and the street sign is back up.
- Water loss for the month of Nov is at 0. 28MG, which is 6 GPM and 10%. This is a 9% decrease from last month.
- Bacti samples for the month were negative.

❖ *Summary*

- Our equipment has been tested and winterized.
- There have been 2 hookups to our water system this last month. One at the hospital and the other at Pape Machinery
- Meter upgrades and maintenance is still a focal point of operations.

**Manager's Report:**

– Cecil Ray

❖ *Grants*

- Airport Test Well Project @ Curve Street:
- Kip Lybarger, Project Consulting Engineer, has prepared his final revisions to the two potential test well sites on Curve St. Mey Bunte, State Dept of Drinking Water, is reviewing them for final approval. Upon her final approval and approval by funding parties we will move to obtain legal temporary access to property(s), file required CEQA notices, and begin prep of drill plan. Our goal is to be drilling in March 2022.
- McArthur Wastewater Project: Refer to supplemental information in email from engineer at the end of this report.
- Water Improvement Project: Refer to supplemental information in email from engineer at the end of this report.
- Backup Generator Funding Program:
- We are waiting for information from PGE to add SWRCB requested information to our application. Loch and I continue to work on it.
- RCAC (Rural Community Assistance Corp.) is facilitating a Standby Generator grant application with SWRCB (State Water Resources Control Board) DFA (Division of Financial Assistance. This program is focused on drinking water delivery reliability. Our initial application has been received by DFA and returned to RCAC for revision/comments/supporting documents. I anticipate by mid-December our revised application will be resubmitted. Loch Dreizler with RCAC believes we are one of the first, if not the first, to have applied. Exactly how many generators, extent of engineering design support, and what installation infrastructure will be included is unknown as DFA is developing the scope of support available.

❖ *Projects:*

- Solar/McArthur Backup Well: Refer to supplemental information in email from engineer at the end of this report.
- I have been in communication with Rick Maher owner of land on three sides of the existing McArthur Well #1. He continues to be willing to work with us on potential land purchase. My vision for this additional property is to install solar array for district-wide net metering, drill a backup well, add permanent backup generator, include present buried infrastructure that is encroaching on Maher, and nest all next to a solar array Mr. Maher wants to install.

- McArthur Well Pump Replacement: No Change: McArthur Well Pump Renewal 70% plans and specs from Waterworks, Joe Reiss, have been received. Moving forward this spec package could be combined with other short term (under 5 year) district water needs assembled into a package by PACE. Funding source yet to be determined.
- Diamond Mapping: Continuing
- Blueprints/Record Plans/Documents: Staff and I continue to work this effort. This is an on-going project that will take months.

❖ *Engineering Support:*

- Ryan Michaels, Bullert, attended 8-9 December and began corrective actions to Lift Station #1 suggested in **Tony Bowser's report mentioned below. Presently the new Flygt #1 Sewage Pump warranty required "MiniCAS" protection/indicating system has been installed with panel mounted indicating lights and reset/confirmation button.** At time availability and funding permit corrective actions will continue.
- On 20 September 2021 Pace Electrical Engineer, Tony Bowser and Ryan Michaels, Bullert Industrial Electric, surveyed our existing electrical motor control centers at the Lift Stations and McArthur Well as to existing condition, what immediate corrections need attention, and what can be upgraded in wastewater and water future improvement projects.
- On 20 October 2021 I received an email report from Tony as to observations and corrective actions needed. The list is extensive. Corrections will commence as district funding permits utilizing staff and contractors.
- Pace is handling inspection/documentation of water distribution system improvements by Pape (Airport Drive) and Mayers Memorial Hospital (Hwy 299). **New Mayers Hospital 4" Fire Sprinkler has been "hot tapped" and additional appurtenances 90% complete. For educational purposes staff witnessed this installation event and photographed same. Likewise, Pace witnessed and documented Pape's waterline "hot taps" for new fire hydrant and new domestic water meters, road crossings (2) on Airport Road.** Operations staff witnessed pouring of two thrust blocks (hot tap close to slip joint and fire hydrant) for Pace documentation. Final meter settlers and meters have yet to be installed. Work 75% complete. These customers will pay Pace charges.

Operations and Staff:

- Lift Station #1: Operating without interruption. Related comments above.
- Pit River Bridge Waterline: Refer to supplemental information in email from engineer at the end of this report.
- Waterline leaking within the Eastern bridge approach has been secured until replaced with new bridge. Fire Chief is aware Fire Hydrant on East side in out-of-service.
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Engineering Update from Paul Reuter – Pace Engineering

Pape Machinery Project: PACE had considerable discussion with the Pape construction crew throughout the work completed to date. A portion of the on-site sewer lateral was installed without notifying PACE or the District of this work. However, reportedly, the installation was inspected by Shasta County and the contractor provided photos for our review. Generally, it appeared the correct materials were used. There is another phase of work to be done that requires moving operations into a new addition prior to demolishing and building the second phase. Pape needs **"Temporary Occupancy"** to accomplish this. We have agreed to grant that as long as the two-way clean-out is

installed at the property line and a low-pressure air test performed on the installed sewer lateral after the phase 2 work is completed. After Phase 2, Permanent Occupancy will not be granted until the air test is completed.

After several delays and redirections, the connection to the **District's** water main was completed last week using hot taps, and the new water lines installed across Airport Way. A PACE Construction Observer was present for portions of two days during this work. Once the RPP is installed, they will need to perform disinfection and pressure testing before putting the new service online. We continue to stay in contact with them.

Mayers Memorial Hospital: A PACE Construction Observer was on-site on day last week to observe the hot tap and backfill placement for the **hospital's** connection to the **District's** water main. The concrete slab for the RPP was also poured. Once the RPP/enclosure is installed, the system will be disinfected, and pressure tested.

Pit River Bridge Replacement: Last week, we (myself and PACE Structural Engineer, Bob Harp) participated in a sit-down meeting with Cecil, Bob Morrison, Jr. (Structural Engineer working for Shasta County) and four County staff-members to discuss the Pit River Bridge Replacement Project. The County is in the early phases of planning/design. They are still working on right-of-way acquisition, which is a necessary step to secure project funding. The County is hoping construction may take place during year 2023-24, but it could be later. We learned the County expects the District to foot the bill for any water line relocation work, both on and outside the bridge approaches. This was news to us. We asked the County to provide the District with documentation indicating the District is financially responsible for this work. Through discussion, County staff indicated the **District's** water main does not have "**senior**" rights to be on the bridge; however, the Knoch irrigation pipeline does.

Well 1 Site Improvements: We have been working the District to reconfigure the Well 1 site while adjoining property owners are willing to work with the District. Generally, the site needs to, 1) accommodate better access alignment for the Maher property to the north, 2) extend to the east to capture District infrastructure that has been built off-site, 3) extend to the west to accommodate a potential future well and photovoltaic (solar) panels. Currently, PACE is evaluating the required solar panel footprint. Once complete, we will put together a rough required site plan the District can use for preliminary negotiations with Maher. Once parties are agreeable, in concept, we will need to prepare legal property descriptions for a final transfer which will require some on-site survey work.

Lift Station/Well Electrical Improvements: A couple months ago, a PACE electrical engineer and an industrial electrical contractor visited several sites within the District to evaluate existing electrical/controls equipment. From this site visit, a list of recommended immediate improvements was developed. The District is currently working with Bullert Industrial Electric to complete some of these improvements. Other less-urgent improvements will be incorporated into future capital improvement projects.

McArthur Sewer Improvement Project: For this project, the District is seeking a final construction funding agreement to construct the project. The critical path item is the environmental document, which cannot proceed in earnest until spring 2022 when

flora/fauna begins to bloom. Several weeks ago, Enplan pointed out potential impacts caused by expanding the Fall River WWTP to accommodate McArthur – not necessarily the overall footprint of the ponds, but the increased water surface area within the ponds and potential increased bird (waterfowl) attractant in close proximity to Fall River Airport. PACE reached out to the Shasta County Airport Director seeking guidance and information regarding this potential issue. They provided some past environmental documents associated with previous airport improvement projects but did not provide any guidance for our proposed project. We have directed Enplan to investigate this potential issue more as part of their approved scope of environmental work. So, currently, we do not have any good answers to share with the District.

Water System Improvements: For this project, the District is seeking a “Planning” grant to essentially take a broader look at the overall Fall River Mills and McArthur water systems and scope/plan/design an overall system project that addresses all the deficiencies within the District. We have received much of the information requested of District staff (thank you Amber and Amy). However, with much focus on previously described projects, we have not made the headway on the application that I hoped by this point. That said, we expect to have the application completed by the end of this month, or early January.

OLD BUSINESS: - None

NEW BUSINESS:

- Discuss the need for a vac trailer
  - This topic has been tabled so members of the operations staff can contribute to the discussion. The bad weather prevented them from making it to the meeting.
- Appoint Board Members to Committees
  - This task has been tabled until January, when the board is likely to appoint a 5 director to the board.
- Consider Update to Policy 2030 – Employee Holiday Policy (D) (A) (I)
  - The update to the policy clarifies that days a holiday will be observed if it falls on a weekend.
  - Director DeWitt made a motion to Update Employee Holiday Policy 2030. Director Hendrix seconded, and the motion was passed unanimously with a vote of 3 ayes. (DeWitt, Hendrix, Monath)
- Consider Resolution 2021-04 – RPP Grant Funds Application
  - This resolution was tabled due to only three board members being present.

Regular Meeting adjourned at 6:50 pm

- The next regular board meeting is 01/12/2022

Respectfully Submitted,

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Board Chairman

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General Manager

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**Fall River Valley Community Services District**  
Statement of Revenues and Expenditures - BM Budget vs Actual  
From 12/1/2021 Through 12/31/2021

	December 2021 Actual	December 2021 Budget	YTD Actual (07/01/2021 - 12/31/2021)	Total Budget	YTD Percent Used
<b>Revenue</b>					
<b>Operating Revenue</b>					
Revenue-Utilities	48,248.47	49,088.91	359,151.03	678,536.80	52.93%
Outside/Container Revenue	0.00	0.00	54,075.51	12,900.00	419.19%
Utility Fees	585.32	600.00	3,462.78	7,200.00	48.09%
New Connection	0.00	0.00	31,568.74	0.00	0.00%
<b>Total Operating Revenue</b>	<b>48,833.79</b>	<b>49,688.91</b>	<b>448,258.06</b>	<b>698,636.80</b>	<b>64.16%</b>
<b>Non Operating Revenue</b>					
Taxes Revenue	83.75	0.00	4,122.55	48,000.00	8.58%
Interest Revenue	17.01	0.00	99.31	0.00	0.00%
Donations	0.00	0.00	3,500.00	0.00	0.00%
Miscellaneous	(2,382.00)	0.00	2,923.00	0.00	0.00%
<b>Total Non Operating Revenue</b>	<b>(2,281.24)</b>	<b>0.00</b>	<b>10,644.86</b>	<b>48,000.00</b>	<b>22.18%</b>
<b>Total Revenue</b>	<b>46,552.55</b>	<b>49,688.91</b>	<b>458,902.92</b>	<b>746,636.80</b>	<b>61.46%</b>
<b>Expenses</b>					
<b>Employee Expense</b>					
Wages	38,259.35	36,366.40	164,771.56	319,296.80	51.60%
Payroll Taxes	2,738.56	2,691.12	11,587.59	23,776.55	48.73%
Employee Health Insurance	4,391.94	4,458.00	26,300.98	54,834.00	47.96%
PERS- Retirement Compensation Insurance	2,183.78	2,811.85	11,784.82	26,068.37	45.20%
	510.41	800.00	4,037.01	9,600.00	42.05%
<b>Total Employee Expense</b>	<b>48,084.04</b>	<b>47,127.37</b>	<b>218,481.96</b>	<b>433,575.72</b>	<b>50.39%</b>
<b>Operating Expense</b>					
PERS Unfunded Liability 1595	2,314.50	2,276.00	14,237.00	27,312.00	52.12%
Legal & Accounting	520.00	400.00	20,130.00	19,200.00	104.84%
Outside Services	2,157.25	3,565.00	9,503.71	42,200.00	22.52%
Engineering	0.00	0.00	611.00	0.00	0.00%
Advertising & Promotions	0.00	20.00	0.00	240.00	0.00%
Permit Fees	6,652.00	7,425.00	11,366.81	10,525.00	107.99%
Dues & Subscriptions	0.00	0.00	7,756.66	6,942.00	111.73%
Bad Debt Expense	0.00	0.00	4,254.82	0.00	0.00%
Insurance	1,252.00	1,275.00	7,656.00	15,300.00	50.03%
Office Supplies	862.30	300.00	3,220.05	6,555.00	49.12%
Shop Supplies	41.31	500.00	1,072.79	6,000.00	17.87%
Postage	168.00	200.00	1,252.75	2,400.00	52.19%
Printing	91.20	80.00	724.40	1,340.00	54.05%
Bank Fees	40.00	60.00	40.00	280.00	14.28%
Petty Cash Short Account	0.00	10.00	0.00	120.00	0.00%
Equipment Rental	18.00	400.00	568.00	4,800.00	11.83%
Equipment Purchase	606.71	400.00	1,271.14	4,800.00	26.48%
Water Tests	0.00	100.00	943.00	1,400.00	67.35%
Truck Expense	76.81	250.00	2,295.52	3,000.00	76.51%

3 Paydays plus sick pay payout

**Fall River Valley Community Services District**  
Statement of Revenues and Expenditures - BM Budget vs Actual  
From 12/1/2021 Through 12/31/2021

	December 2021 Actual	December 2021 Budget	YTD Actual (07/01/2021 - 12/31/2021)	Total Budget	YTD Percent Used
Maintenance & Repairs	1,673.66	3,000.00	10,728.23	36,000.00	29.80%
Garbage Fees	0.00	60.00	476.55	720.00	66.18%
Shop Tools	0.00	150.00	101.60	1,800.00	5.64%
Field Tools	0.00	200.00	636.32	2,400.00	26.51%
Interest Expense	0.00	0.00	8,904.79	12,800.00	69.56%
Software License & Hardware Maint	434.99	350.00	3,947.66	9,000.00	43.86%
Property Tax	78.62	0.00	78.62	150.00	52.41%
Education	0.00	200.00	0.00	2,400.00	0.00%
Entertainment	0.00	40.00	70.71	480.00	14.73%
Mileage	0.00	200.00	1,527.91	5,400.00	28.29%
Fuel	413.18	250.00	2,300.69	3,000.00	76.68%
Telephone/Internet	524.99	700.00	3,365.25	8,515.00	39.52%
Utilities	2,899.91	3,634.05	33,746.65	63,980.24	52.74%
Miscellaneous Expense	8.70	445.00	337.20	5,370.00	6.27%
Donation	0.00	0.00	1,036.78	0.00	0.00%
Other	0.00	0.00	65.71	0.00	0.00%
Total Operating Expense	<u>20,834.13</u>	<u>26,490.05</u>	<u>154,228.32</u>	<u>304,429.24</u>	50.66%
Total Expenses	<u>68,918.17</u>	<u>73,617.42</u>	<u>372,710.28</u>	<u>738,004.96</u>	50.50%
Net Income	<u>(22,365.62)</u>	<u>(23,928.51)</u>	<u>86,192.64</u>	<u>8,631.84</u>	998.54%
Asset Expense					
Depreciation					
Depreciation Expense	<u>12,231.00</u>	<u>0.00</u>	<u>73,388.16</u>	<u>0.00</u>	0.00%
Total Depreciation	<u>12,231.00</u>	<u>0.00</u>	<u>73,388.16</u>	<u>0.00</u>	0.00%
Amortization					
Amortized Expense	<u>642.00</u>	<u>0.00</u>	<u>3,639.56</u>	<u>0.00</u>	0.00%
Total Amortization	<u>642.00</u>	<u>0.00</u>	<u>3,639.56</u>	<u>0.00</u>	0.00%
Total Asset Expense	<u>12,873.00</u>	<u>0.00</u>	<u>77,027.72</u>	<u>0.00</u>	0.00%
Capital Activities					
Grant Revenue					
Grant/Loan Inflow	<u>30,647.50</u>	<u>0.00</u>	<u>65,781.25</u>	<u>0.00</u>	0.00%
Total Grant Revenue	<u>30,647.50</u>	<u>0.00</u>	<u>65,781.25</u>	<u>0.00</u>	0.00%
Total Capital Activities	<u>30,647.50</u>	<u>0.00</u>	<u>65,781.25</u>	<u>0.00</u>	0.00%
Net Income Including Grant Activities	<u>(4,591.12)</u>	<u>(23,928.51)</u>	<u>74,946.17</u>	<u>8,631.84</u>	868.25%

**Fall River Valley Community Services District**  
Statement of Revenues and Expenditures - BM Current vs Last Year  
From 12/1/2021 Through 12/31/2021

	December 2021 Actual	December 2020 Actual	YTD Actual (07/01/2021 - 12/31/2021)	Last Year Actual
<b>Revenue</b>				
<b>Operating Revenue</b>				
Revenue-Utilities	48,248.47	51,173.18	359,151.03	364,598.32
Outside/Container Revenue	0.00	0.00	54,075.51	20,235.40
Utility Fees	585.32	588.24	3,462.78	3,146.59
New Connection	0.00	0.00	31,568.74	6,721.53
<b>Total Operating Revenue</b>	<u>48,833.79</u>	<u>51,761.42</u>	<u>448,258.06</u>	394,701.84
<b>Non Operating Revenue</b>				
Taxes Revenue	83.75	87.66	4,122.55	4,192.39
Interest Revenue	17.01	14.84	99.31	96.85
Donations	0.00	0.00	3,500.00	0.00
Miscellaneous (Pape Deposit - Will be \$0)	(2,382.00)	0.00	2,923.00	3,400.00
<b>Total Non Operating Revenue</b>	<u>(2,281.24)</u>	<u>102.50</u>	<u>10,644.86</u>	7,689.24
<b>Total Revenue</b>	<u>46,552.55</u>	<u>51,863.92</u>	<u>458,902.92</u>	402,391.08
<b>Expenses</b>				
<b>Employee Expense</b>				
	<b>3 Paydays</b>	<b>2 Paydays</b>		
Wages	38,259.35	22,799.57	164,771.56	131,915.79
Payroll Taxes	2,738.56	1,594.06	11,587.59	9,975.16
Employee Health Insurance	4,391.94	3,203.10	26,300.98	16,555.40
PERS- Retirement	2,183.78	3,563.16	11,784.82	23,018.94
Compensation Insurance	510.41	573.50	4,037.01	2,478.77
<b>Total Employee Expense</b>	<u>48,084.04</u>	<u>31,733.39</u>	<u>218,481.96</u>	183,944.06
<b>Operating Expense</b>				
PERS Unfunded Liability 1595	2,314.50	0.00	14,237.00	0.00
Consulting	0.00	3,940.00	0.00	19,766.75
Legal & Accounting	520.00	0.00	20,130.00	14,630.00
Outside Services	2,157.25	0.00	9,503.71	0.00
Engineering	0.00	0.00	611.00	0.00
Advertising & Promotions	0.00	0.00	0.00	832.29
Permit Fees	6,652.00	963.00	11,366.81	9,003.00
Dues & Subscriptions	0.00	0.00	7,756.66	6,386.18
Bad Debt Expense	0.00	0.00	4,254.82	0.00
Insurance	1,252.00	1,300.00	7,656.00	7,800.00
Office Supplies	862.30	265.51	3,220.05	3,166.08
Shop Supplies	41.31	406.60	1,072.79	2,613.05
Postage	168.00	292.50	1,252.75	1,283.05
Printing	91.20	0.00	724.40	0.00
Bank Fees	40.00	40.00	40.00	90.00
Equipment Rental	18.00	0.00	568.00	400.00
Equipment Purchase	606.71	484.30	1,271.14	2,160.65
Water Tests	0.00	69.00	943.00	847.60
Truck Expense	76.81	21.43	2,295.52	66.36
Maintenance & Repairs	1,673.66	1,130.02	10,728.23	20,935.72
Garbage Fees	0.00	92.36	476.55	339.14
Shop Tools	0.00	0.00	101.60	320.12
Field Tools	0.00	56.36	636.32	1,516.70
Interest Expense	0.00	0.00	8,904.79	12,185.52
Software License & Hardware Maint	434.99	234.99	3,947.66	3,864.23
Property Tax	78.62	0.00	78.62	142.52

**Fall River Valley Community Services District**  
Statement of Revenues and Expenditures - BM Current vs Last Year  
From 12/1/2021 Through 12/31/2021

	December 2021 Actual	December 2020 Actual	YTD Actual (07/01/2021 - 12/31/2021)	Last Year Actual
Education	0.00	514.57	0.00	1,055.74
Entertainment	0.00	0.00	70.71	45.92
Mileage	0.00	0.00	1,527.91	342.95
Fuel	413.18	174.07	2,300.69	1,463.23
Telephone/Internet	524.99	655.03	3,365.25	4,114.50
Utilities	2,899.91	3,458.34	33,746.65	34,477.76
Miscellaneous Expense	8.70	0.00	337.20	145.10
Donation	0.00	0.00	1,036.78	0.00
Other	0.00	0.00	65.71	18.21
Total Operating Expense	<u>20,834.13</u>	<u>14,098.08</u>	<u>154,228.32</u>	150,012.37
Total Expenses	<u>68,918.17</u>	<u>45,831.47</u>	<u>372,710.28</u>	333,956.43
Net Income	<u>(22,365.62)</u>	<u>6,032.45</u>	<u>86,192.64</u>	68,434.65
Asset Expense				
Depreciation				
Depreciation Expense	<u>12,231.00</u>	<u>8,083.54</u>	<u>73,388.16</u>	48,501.24
Total Depreciation	<u>12,231.00</u>	<u>8,083.54</u>	<u>73,388.16</u>	48,501.24
Amortization				
Amortized Expense	<u>642.00</u>	<u>588.89</u>	<u>3,639.56</u>	3,533.34
Total Amortization	<u>642.00</u>	<u>588.89</u>	<u>3,639.56</u>	3,533.34
Total Asset Expense	<u>12,873.00</u>	<u>8,672.43</u>	<u>77,027.72</u>	52,034.58
Capital Activities				
Grant Revenue				
Grant/Loan Inflow	<u>30,647.50</u>	<u>7,012.80</u>	<u>65,781.25</u>	117,346.18
Total Grant Revenue	<u>30,647.50</u>	<u>7,012.80</u>	<u>65,781.25</u>	117,346.18
Total Capital Activities	<u>30,647.50</u>	<u>7,012.80</u>	<u>65,781.25</u>	117,346.18
Net Income Including Grant Activities	<u>(4,591.12)</u>	<u>4,372.82</u>	<u>74,946.17</u>	133,746.25

**Fall River Valley Community Services District**

Balance Sheet  
As of 12/31/2021

		<u>Current Year</u>
<b>Assets</b>		
Current Assets		
Cash & Cash Equivalents		
1010	Petty Cash	300.00
1020	Operating Account-Checking	71,321.17
1035	Savings Account	166,113.26
1070	USDA-Annual	5,282.10
1080	USDA-Short Lived Assets	722.07
1090	USDA-Debt Service	16,618.56
1111	USDA Grant Account - Checking	2,500.00
	Total Cash & Cash Equivalents	<u>262,857.16</u>
Accounts Receivable		
1202	Accounts Receivable Grants	31,986.00
1210	Accounts Receivable Water	58,786.24
1220	Accounts Receivable-Sewer	25,048.73
	Total Accounts Receivable	<u>115,820.97</u>
Inventories		
1410	Inventory	60,000.00
	Total Inventories	<u>60,000.00</u>
Prepaid Expenses		
1400	Prepaid Insurance Expenses	7,511.65
	Total Prepaid Expenses	<u>7,511.65</u>
	Total Current Assets	<u>446,189.78</u>
Long-term Assets		
Property & Equipment		
1500	Land	218,731.00
1510	Building	114,591.28
1520	Equipment	277,463.75
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	(3,325,494.40)
1580	Accumulated Amortization	(58,376.66)
	Total Property & Equipment	<u>2,914,206.64</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>3,664,022.58</u>
	Total Assets	<u><u>4,110,212.36</u></u>
<b>Liabilities</b>		
Short-term Liabilities		
Accounts Payable		
2000	Accounts Payable	5,489.24
2001	AP Beginning Balance/Interim	137,841.00
2002	Accrued Interest Payable	375.00
	Total Accounts Payable	<u>143,705.24</u>
Other Short-term Liabilities		
2100	Federal Income Tax	0.00
2101	FICA Taxes Liabilities	0.18
2102	Personal Income Tax-FTB	0.00
2103	Unemployment Insurance-State	0.00
2104	Employment Training Tax	0.00
2105	State Disability Insurance	0.00
2112	Employee Portion of Health Ins	(643.50)
2113	Employee Retirement	(0.61)
2300	Customer Deposit Liabilities	6,600.00

**Fall River Valley Community Services District**

Balance Sheet  
As of 12/31/2021

		<u>Current Year</u>
	Total Other Short-term Liabilities	<u>5,956.07</u>
	Total Short-term Liabilities	149,661.31
	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>(30,280.95)</u>
	Total Balancing Accounts	<u>(30,280.95)</u>
	Total Other Accounts	<u>(30,280.95)</u>
	Total Liabilities	<u>778,616.57</u>
	Net Assets	
	Beginning Net Assets	
	Net Assets	
3010	Contributed Capital	2,171,993.36
3150	Net Income	1,251,951.02
7510	Building-Capital Expense	0.00
7520	Equipment-Capital Expense	(5,770.05)
7540	Water System-Capital Expense	0.00
7550	Sewer System-Capital Expense	(23,390.46)
7590	Construction In Progress-	(138,134.25)
8010	Long Term Debt-Expense	<u>0.00</u>
	Total Net Assets	<u>3,256,649.62</u>
	Total Beginning Net Assets	3,256,649.62
	Current YTD Net Income	
4700	Donations	3,500.00
	Other	<u>71,446.17</u>
	Total Current YTD Net Income	<u>74,946.17</u>
	Total Net Assets	<u>3,331,595.79</u>
	Total Liabilities and Net Assets	<u>4,110,212.36</u>

# Fall River Valley Community Services District

## Statement of Cash Flows

As of 12/31/2021

	Current Period
Cash Flows from Operating & Non-Operatin...	
Changes in Accounts Receivables-Grants	(30,647.50)
Grant Revenue	30,647.50
Changes in Accounts receivable-Operations	(150.70)
Interest & Dividends Received	17.01
Sales	48,833.79
Miscellaneous Receipts	0.21
Payments to Employees & Suppliers	(74,218.91)
Total Cash Flows from Operating & Non-Op...	(25,518.60)
Cash Flows from Investing Activities	
Net Cash from Purchase/Sale of Assets	0.00
Total Cash Flows from Investing Activities	0.00
Beginning Cash & Cash Equivalents	288,375.76
Ending Cash & Cash Equivalents	262,857.16

**Fall River Valley Community Services District**

Balance Sheet

As of 12/31/2021

	<u>Current Year</u>
Assets	
Current Assets	
Cash & Cash Equivalents	
Savings Account	
Water	
Capital Reserve	61,774.36
Operating Reserve	81,551.38
Sewer	
Capital Reserve	17,965.63
Operating Reserve	27,223.51
Parks & Recreation	
Parks Savings	8,245.88
<b>Transferred to Operating Checking -Green Infrastructure Grant - To be Reimbursed</b>	<u>(30,647.50)</u>
Total Cash & Cash Equivalents	<u>166,113.26</u>
Total Current Assets	<u>166,113.26</u>
Total Assets	<u><u>166,113.26</u></u>



**Fall River Valley Community Services District**

Check/Voucher Register - BM Checks

1020 - Operating Account-Checking

From 12/1/2021 Through 12/31/2021

Check Number	Check Description	Vendor Name	Check Amount
3788	System Generated Check/Voucher	Continental Utility Solut...	633.20
3789	System Generated Check/Voucher	Shasta County Clerk	2,538.25
3790	System Generated Check/Voucher	Burney Disposal	107.35
3791	System Generated Check/Voucher	Coast to Coast Comput...	681.04
3792	System Generated Check/Voucher	Fiona Hickey	87.84
3793	System Generated Check/Voucher	Joseph Huston	35.00
3794	System Generated Check/Voucher	Lagerlof, LLP	520.00
3795	System Generated Check/Voucher	MT Shasta Engineering	566.25
3796	System Generated Check/Voucher	Napa Auto Parts	366.04
3797	System Generated Check/Voucher	Packway	18.00
3798	System Generated Check/Voucher	US Postmaster	168.00
3799	System Generated Check/Voucher	Valley Best Hardware	185.55
3800	System Generated Check/Voucher	William Rodeski	35.00
3801	System Generated Check/Voucher	Pace Engineering	4,745.50
3802	System Generated Check/Voucher	State Water Resources ...	6,652.00
3803	System Generated Check/Voucher	Woodssong Computing	120.00
3804	System Generated Check/Voucher	Ellis Arts and Engineering	91.20
3805	System Generated Check/Voucher	Ron Shannon	1,050.00
BP 0678458	Employee Dental, Vision and Life	Joint Powers Insurance...	633.50
DEBIT 105421483...	PO# 2021.06 Keyboard for Back Office	Dell Computers	43.96
DEBIT 1054224881	PO#2021.06 Computer for Back Office	Dell Computers	562.75
DEBIT 2021.12.01...	Postage to mail NOD to Shasta Cnty	US Postmaster	8.70
DEBIT 2280	Steel Flange and Pipe	Copp's Irrigation, Inc.	62.26
DEBIT 881056821	PO# 2021.07 IT Wiring	Lowes	91.10
Debit 881071538	PO# 2021.07 IT Wiring \$59.81 & \$240.73	Lowes	300.54
DEBIT C2089AE5-...	Website Service	Streamline	150.00
DEBIT C2089AE5-...	Website Service	Streamline	150.00
EFT 0-916-074-592	Payroll Liabilities for 2021.12.03	Employment Developm...	514.76
EFT 00798496747...	11.13.21-12.13.21	Pacific Gas & Electric	2,899.91
EFT 03623942	Payroll Liabilities for 2021.12.31	Internal Revenue Service	3,089.07
EFT 1-502-566-496	Payroll Liabilities for 2021.12.31	Employment Developm...	472.73
EFT 10000001658...	Retirement Contribution Plan - 27147 PD 20...	Public Employees Retir...	1,487.05
EFT 10000001661...	Retirement Contribution Plan - 27147 PD 20...	Public Employees Retir...	1,374.62
EFT 10000001661...	Retirement Contribution Plan - 27147 PD 20...	Public Employees Retir...	1,264.20
EFT 10000001662...	Health Insurance - All Employees	Public Employees Retir...	4,885.54
EFT 10000001663...	Unfunded Accrued Liability Plan - 1595	Public Employees Retir...	2,314.50
EFT 1000359759	Coverage for 12.05.21 to 01.05.22	State Compensation In...	1,020.82
EFT 1000359759R	Coverage for 12.05.21 to 01.05.22	State Compensation In...	(510.41)
EFT 12731351	Payroll Liabilities for 2021.12.03	Internal Revenue Service	3,491.74
EFT 1339238-224...	Internet Service	Starlink	99.00
EFT 2-053-589-088	Payroll Liabilities for 2021.12.17	Employment Developm...	438.89
EFT 2021.12	Pen Refills, Paperclips, legal files	Quill	111.52
EFT 2021.12 ES	Fuel Charges for December 2021	Ed Staub & Sons	413.18
EFT 2021.12.01 Pl...	Safe Deposit Box Yearly Fee	Plumas Bank	40.00
EFT 44155338	Payroll Liabilities for 2021.12.17	Internal Revenue Service	2,971.42
EFT December 2021	Telephone/Internet	Frontier Communications	355.99
EFT INV122320178	Zoom Monthly Fee	Zoom	14.99
PR2021141	Employee: Beck; Pay Date: 12/3/2021	Amber Beck	1,820.99
PR2021142	Employee: Huston; Pay Date: 12/3/2021	Joseph M. Huston	2,052.51
PR2021143	Employee: Perkins; Pay Date: 12/3/2021	Amy F. Perkins	1,086.87
PR2021144	Employee: Ray; Pay Date: 12/3/2021	Cecil D. Ray	1,634.98
PR2021145	Employee: Rodeski; Pay Date: 12/3/2021	William D. Rodeski	2,058.47
PR2021146	Employee: Skelly; Pay Date: 12/3/2021	Michael A. Skelly	205.87
PR2021147	Employee: Beck; Pay Date: 12/17/2021	Amber Beck	1,814.65
PR2021148	Employee: Huston; Pay Date: 12/17/2021	Joseph M. Huston	1,725.62

**Fall River Valley Community Services District**

Check/Voucher Register - BM Checks

1020 - Operating Account-Checking

From 12/1/2021 Through 12/31/2021

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Check Amount</u>
PR2021149	Employee: Perkins; Pay Date: 12/17/2021	Amy F. Perkins	1,083.05
PR2021150	Employee: Ray; Pay Date: 12/17/2021	Cecil D. Ray	1,634.98
PR2021151	Employee: Rodeski; Pay Date: 12/17/2021	William D. Rodeski	1,748.35
PR2021152	Employee: Skelly; Pay Date: 12/17/2021	Michael A. Skelly	205.87
PR2021153	Employee: Beck; Pay Date: 12/31/2021	Amber Beck	1,862.68
PR2021154	Employee: Huston; Pay Date: 12/31/2021	Joseph M. Huston	1,903.61
PR2021155	Employee: Perkins; Pay Date: 12/31/2021	Amy F. Perkins	1,070.19
PR2021156	Employee: Ray; Pay Date: 12/31/2021	Cecil D. Ray	1,746.86
PR2021157	Employee: Rodeski; Pay Date: 12/31/2021	William D. Rodeski	1,857.84
PR2021158	Employee: Skelly; Pay Date: 12/31/2021	Michael A. Skelly	205.87
SPR202101	Employee: Huston; Pay Date: 12/3/2021	Joseph M. Huston	312.64
SPR202102	Employee: Perkins; Pay Date: 12/3/2021	Amy F. Perkins	456.45
SPR202103	Employee: Rodeski; Pay Date: 12/3/2021	William D. Rodeski	461.55
Report Total			74,302.45

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

Aging Date - 12/1/2021  
 From 12/1/2021 Through 12/31/2021

Vendor Name	Invoice/Credit Description	Current	1 - 30 Days		31 - 60 Days		61 - 90 Days		Over 90 Days		Total
			Past Due	Past Due	Past Due	Past Due	Past Due	Past Due			
Aqua Sierra Controls, Inc.	SCADA tech help and setup	0.00	410.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	410.00
Double S Automotive Enplan	Dodge Ram Oil Change Two Rivers Park CEQA #5	76.81 4,175.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	76.81 4,175.00
Lori J. Scott Treasurer/Tax Collector	ASMT #: 018-450-020 Property Taxes - Well	78.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78.62
Schwaab Inc	Pre-Inked AP Stamp	69.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	69.74
US Postmaster	Billing Postage ID #110	168.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	168.00
Valley Best Hardware	Shop Supplies, lumber for office projects	511.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	511.07
<b>Report Total</b>		<b>5,079.24</b>	<b>410.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,489.24</b>

# December Accounts Payable Detail

## Invoices for Approval

Vendor	Description	Amount Paid
Aqua Sierra Controls	SCADA Tech help and setup	\$410.00
Double S Auto	Dodge Ram Oil Change	\$76.81
Tax Collector - Shasta County	Well Parcel - Will be pro-rated for Annexation	\$78.62
Valley Hardware	Shop Supplies, lumber	\$511.07
Schwaab	Pre-inked AP Stamp	\$69.74
Total		\$1,146.24
PAID AS OF 12/31/2021		\$0.00
<b>TO BE PAID</b>		<b>\$1,146.24</b>

## Pre-Approved Invoices

VENDOR	FOR	AMOUNT	PAID
Frontier - Internet/Telephone	December-21	\$355.99	\$355.99
Joseph Huston - Cell Phone	December-21	\$35.00	\$35.00
JPIA - Dental/Vision/Life	December-21	\$633.50	\$633.50
Pers - Employee Health	December-21	\$4,885.54	\$4,885.54
Pers Retirement	December-21	\$4,125.87	\$4,125.87
Pers Unfunded Liability	December-21	\$2,314.50	\$2,314.50
PG&E	December-21	\$2,899.91	\$2,899.91
State Fund	December-21	\$510.41	\$510.41
Streamline - Web services	December-21	\$150.00	\$150.00
USPS - Postage for Billing	December-21	\$168.00	\$0.00
William Rodeski - Cell Phone	December-21	\$35.00	\$35.00
Zoom	December-21	\$14.99	\$14.99
<b>Total</b>			\$16,113.72
PAID AS OF 12/31/2021			\$15,945.72
<b>\$168.00</b>			

## GRANT ACTIVITY

Vendor	Request #	Grant	Amount
Enplan	3	Green Infrastructure Grant	\$4,175.00
Total Grant Reimbursable			\$4,175.00

Unapproved	\$1,146.24
Pre approved	\$168.00
Grant Reimb.	\$4,175.00

<u>Accounts Payable</u>	<u>\$5,489.24</u>
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# Parks Report

## January 12, 2022

### ❖ Two Rivers Park

- Green Infrastructure Grant
  - Waiting on reimbursement for our second request for funds in the amount of \$30,647.50 (minus 10%, which is retained until the end of the grant).
    - This includes 2 invoices from Enplan for the environmental documents and one to Mt. Shasta Engineering.
  - The Shasta Land Trust sent out finding of their annual monitoring.
    - There was evidence of someone cutting wood in the northwest corner of the property. When the snow melts, Amber will go make sure the area is cleaned up and check for evidence of anyone cutting in the area.

### ❖ Fall River Lake Trail

- Lomakatsi representatives and Amber Beck had a Zoom meeting with Steve Schweigerdt from the Stewardship Council in December.
  - Lomakatsi requested re-distributing the native planting budget to other areas that are still needed, such as road de-commissioning and wood chips.
    - A budget modification may be possible, depending on the ability to provide adequate educational value from the native plants that already exist along the trail. It was felt that there are enough in the area to provide placards for educational enrichment, but that is for the Stewardship Council to review.
- Trail work has been delayed for the budget modification and because of the weather.

### ❖ Fall River Lions Park

- A new agreement for the operation and maintenance of the park was drawn up by Randal Harr. It is up for consideration at tonight's meeting.
- Amber will be going to the Lions meeting next Tuesday the 18th to (pending approval) take the signed agreement and speak about the design of a new sign for the park.

# Financial Summary

January 12, 2022

Amber Beck

## ❖ *General*

- The final audit is complete and available at the board meeting tonight.

## ❖ *Revenue*

- For October, the total Operating Revenue was \$48,834 which is almost \$1,000 under budget for the month.
  - The miscellaneous revenue of -\$2,382 will balance out to zero, as this is a being paid with a deposit made from Pape for engineering from Pace for the connection to their new building.

## ❖ *Employee Expenses*

- Employee expenses were about \$38,000 which is almost \$2,000 over budget for the month. Note there were 3 paydays in December and there was a sick pay payout (for the last time, since the policy was updated as of January 2022).

## ❖ *Operating Expenses*

- The operating expenses were about \$21,000 which is about \$6,000 under budget for the month.

## ❖ Net income for this year is \$74,946

- Net Income for the month is -\$22,365, which is typical for December/January of the year because of high expenses and low water usage.

## **OPERATIONS REPORT 01.12.22**

### **System:**

1. Surge protection units have been installed at the SCADA computer as well as at the booster station.
2. snowplows have caused damage to several of our meter lids and touch read sensors throughout the district. Joe and i have been repairing these items as we become aware of them
3. We are preparing the shop for insulation. we have been cleaning and clearing debris from the attic and fixing and filling holes.
4. The office cooler was destroyed during the recent storms. we were able to safely remove the unit and cover the hole. a replacement unit will have to be obtained before the warm season.
5. Broken and frozen water lines is an issue with several customers. Joe and i have been proactive in monitoring these breaks and shutting down water service to these customers until such time that repairs can be made
6. Fuel is being stolen from the ford truck located at the water tanks. We have located 2 sections along the fence line that have been cut. We have sealed the breach but, need to find a more permanent fix.
7. Due to weather, meters were estimated for the month. Therefore, we are unable to monitor water loss.
8. Bacti samples for the month were negative.

### **Summary:**

**We are still dealing with a seating issue on one of the pumps located at the #1 lift station. We are working with Ron Shannon to resolve this issue.**

### **Our goals for the month include:**

- **Finishing the attic/insulation work**
- **Fixing the pump issue at the #1 lift station**
- **Repairing the fence at the tanks**
- **Repair or replace broken meters/boxes/lids**
- **Start inventory in the shop**

**Thank You**

**Fall River Valley Community Services District**  
**AUTHORIZING RESOLUTION/ORDINANCE**

RESOLUTION NO: 2022-01

WHEREAS it has been determined that there is necessity to seek financial assistance from the State of California for future wastewater system improvements,

RESOLVED BY THE BOARD OF DIRECTORS OF THE FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT (the "Entity"), AS FOLLOWS:

The General Manager (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of the McArthur Wastewater Collection System Project (the "Project").

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

**CERTIFICATION**

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Fall River Valley Community Services District Board of Directors held  
*(insert name of Governing Board of the Entity)*  
on January 12, 2022.  
*(Date)*

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*(Name, Signature, and Seal of the Clerk or Authorized Record Keeper of the Governing Board of the Agency)*



**Fall River Valley Community Services District**  
**AUTHORIZING RESOLUTION/ORDINANCE**

RESOLUTION NO: 2022-02

WHEREAS it has been determined that there is necessity to seek financial assistance from the State of California for water system improvements,

RESOLVED BY THE BOARD OF DIRECTORS OF THE FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT (the "Entity"), AS FOLLOWS:

The General Manager (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of the Water System Improvement Project (the "Project").

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

**CERTIFICATION**

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Fall River Valley Community Services District Board of Directors held

on January 12, 2022  
*(Date)*

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*(Name, Signature, and Seal of the Clerk or Authorized Record Keeper of the Governing Board of the Agency)*

**FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT  
SB 1029-COMPLIANT DEBT MANAGEMENT  
POLICY 6060**

**PURPOSE**

To establish a policy governing long-term financial obligations that bears Fall River Valley Community Services District's name.

**BACKGROUND**

Senate Bill (SB) 1029 imposed requirement into Government Code 8855(i) requiring agencies to adopt a debt management policy (DMP) for managing long-term debt. An adopted DMP is a requirement to obtain loan financing through the Drinking Water State Revolving Fund (DWSRF). Generally, the policy requires the following elements:

1. Purpose and use for debt.
2. Type of debt that may be issued.
3. Relationship of debt and integration with the issuer's capital improvement program or budget, if applicable.
4. Policy goals related to the issuer's planning goals and objectives.
5. Internal control procedures to ensure proceeds of the debt will be directed to the intended use.

Fall River Valley Community Services District recognizes that it may need to enter into long-term financial obligations to acquire or construct capital assets to meet the service needs of the District, and that these financial obligations must be managed properly. The adoption of long-term financial strategy and policy is important to ensure sound financial management practices. The policy is general and therefore allows for exceptions in extraordinary conditions. For the purposes of this policy, long-term financial obligations are those that exceed one fiscal year, and include certificates of participation, bonds, or similar instruments (including, but not limited to, bank loans and letters of credit) that require the acquisition of capital from the financial markets and are supported by the District's municipal credit rating(s). This policy does not apply to leases in which payments are not "securized."

**1. PURPOSE AND USE**

It is the policy of Fall River Valley Community Services District that the following guidelines and restrictions will be applied during the debt issuance process and the management of the District's debt portfolio:

- 1.1 Fall River Valley Community Services District will only issue long-term debt that is specifically authorized by resolution.

**FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT  
SB 1029-COMPLIANT DEBT MANAGEMENT  
POLICY 6060**

- 1.2 Fall River Valley Community Services District will describe the debt, reference applicable authorizing resolution, and indicate the purpose for which it will be used.
- 1.3 Prior to issuance of long-term debt, Fall River Valley Community Services District will:
  - 1.3.1 Assess its ability to repay the obligation,
  - 1.3.2 Identify the funding source of payment,
  - 1.3.3 Evaluate the impact of the ongoing obligation on the current and future budgets,
  - 1.3.4 Asses the operational and maintenance requirements of the project to be financed,
  - 1.3.5 Consider the impact on the District's credit rating.
- 1.4 The term of the long-term obligation will not exceed the useful life or the average life of the project or projects being financed.
- 1.5 Long-term financial obligations will not be used to finance current operations or for recurring operational needs.
- 1.6 Fall River Valley Community Services District may consider long-term financial obligations for the purpose of funding capital improvements to its utility infrastructure. Specific improvement projects should be first identified in:
  - 1.6.1 A water master plan, or
  - 1.6.2 Project feasibility study, or
  - 1.6.3 District capital improvement plan or program, or
  - 1.6.4 Utility rate study.

**2. TYPE OF DEBT**

Fall River Valley Community Services District may consider conventional loans from private sources and State and Federal funding agencies. In addition, the District may consider assessment district and community facilities district financing to provide for public improvements, whether initiated by petition of the property owners or Fall River Valley Community Services District. Regardless of the structure of long-term debt, the District will adhere to the following practices:

- 2.1 The lowest overall financing cost to Fall River Valley Community Services District, and its ratepayers, will be sought in all cases.
- 2.2 Fixed interest rates and loan terms will be sought in all cases.
- 2.3 Loan terms shall coincide with the estimated useful life of the asset being financed or the maximum term allowed under applicable statute.
- 2.4 Debt service amortization will be provided on a level basis.

**FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT  
SB 1029-COMPLIANT DEBT MANAGEMENT  
POLICY 6060**

**3. DEBT INTEGRATION WITH DISTRICT FINANCES**

Fall River Valley Community Services District shall evaluate all financial impacts to the District fund in which the debt is being obligated. Use of master planning, capital improvement programs, and/or feasibility studies shall be utilized to evaluate and determine the scope of capital improvement projects requiring long-term financing. District staff, or consultants, shall evaluate any and all grant opportunities for specific projects before pursuing long-term debt financing.

A financial evaluation of the overall impacted District fund shall be performed. This can be performed on a project-specific basis or as part of the District's utility rate evaluation. Fall River Valley Community Services District will strive to maintain the lowest overall utility rates to its rate payers and accomplish the following management practices within each utility fund:

- Maintain an operating reserve fund.
- Maintain separate debt service reserves as required by specific funding sources, typically equivalent to one annual principal and interest payment.
- Maintain a short-lived asset reserve for replacing assets with useful lives between five and twenty years. The amount collected each year is determined by dividing the replacement cost by the expected time in which the asset requires replacement.
- Maintain a capital asset replacement reserve.

Long-term debt obligations are additive to the reserves described above. Water user rates are determined based on the revenue needed to pay for budgeted expenses, fund required reserves, and meet long-term debt obligations.

**4. POLICY GOALS**

Fall River Valley Community Services District will only pursue long-term debt if the need is consistent with capital project improvements associated with an approved master plan, capital improvement program, or project-specific feasibility study. The need for capital improvements can be dictated by:

- Regulatory mandate, or
- Correction of a non-compliant or operational deficiency, or
- Replacement of assets that have reached or exceeded their useful lives, or
- Construct new assets needed to fulfill the overall District mission.

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SB 1029-COMPLIANT DEBT MANAGEMENT  
POLICY 6060**

**5. INTERNAL CONTROLS**

Fall River Valley Community Services District's General Manager has internal control over payment of long-term debt. Like all public agencies, the District hires an outside accounting firm each year to review and provide audited financial statements for the District's finances.

**RESOLUTION 2022-03**

**RESOLUTION BY THE BOARD OF DIRECTORS OF THE  
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT  
TO ADOPT AND APPROVE SB 1029 COMPLIANT DEBT MANAGEMENT POLICY**

**WHEREAS**, SB 1029 Compliant Debt Management Policy provides clarification for the Fall River Valley Community Services District Board of Directors and Employees if this becomes applicable.

**WHEREAS**, The Fall River Valley Community Services District passed and adopted SB 1029 Compliant Debt Management - Policy 6060 into the Districts Policies and Procedures for managing the District's long term debt.

**NOW, THEREFORE, BE IT RESOLVED THAT**, The Fall River Valley Community Services District adopts and approves the attached SB 1029 Compliant Debt Management Policy.

**PASSED AND ADOPTED** by the Board of Directors of the Fall River Valley Community Services District at a regular meeting thereof held on the 12th day of January 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

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Jerry Monath, Chairman of the Board  
Fall River Valley Community Services District

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Cecil D. Ray, General Manager  
Fall River Valley Community Services District

**AGREEMENT TO MAINTAIN AND OPERATE  
FALL RIVER MILLS COMMUNITY PARK  
Resolution 2022-04**

FALL RIVER MILLS COMMUNITY SERVICES DISTRICT (hereinafter, "District") on the one hand, and LIONS CLUB OF FALL RIVER MILLS, CALIFORNIA, INC. (hereinafter, "Club") agree as follows:

**RECITALS**

**A.** WHEREAS, The District is the owner of a property and parks, including the equipment situated thereon, commonly known as the Fall River Mills Community Park (hereinafter, the "Park");

WHEREAS District and Club, due to change in circumstances of Club, desire to replace that certain Agreement to Maintain and Operate Fall River Mills Community Park, executed in or about March, 1986 (hereinafter, "Old Agreement") with this new Agreement;

**IT IS HEREBY AGREED:**

1. That the Old Agreement is hereby rescinded and terminated, with no further force and effect;
2. The Club shall continue to operate the Park in full compliance with any and all applicable rules, ordinances, regulations, and laws;
3. The Club shall operate the Park in a manner reasonably beneficial to the Fall River Valley community as a whole;
4. The District shall keep and maintain adequate insurance coverage for any liability of the District or the Club on account of the use, maintenance, and operation of the Park;
5. The cost of electrical power for the operation of the Park including without limitation, field lights, irrigation pump, and bathroom lighting shall be a cost borne by the District. Club agrees to notify Pacific Gas & Electric Company of the change in billing upon execution of this Agreement;
6. Any and all necessary maintenance costs for the Park, including without limitation the buildings, irrigation system, lighting, and related facilities shall be a cost borne by the District.

7. Club shall continue to mow, the grass fields and park areas as necessary, shall maintain weed control, and shall be responsible for bathroom cleanup so as to maintain the Park and its facilities in a clean and usable condition;

8. The District shall provide funds for fuel for the gasoline powered equipment utilized by the Club in the form of a gas card or similar method, not to exceed Fifty Dollars (\$50.00) per month. The Club shall be responsible for purchasing and the storage of the subject fuel;

9. The Club shall determine all uses and scheduling of the Park and make contract for use and scheduling the Park with any person or entity;

10. The sale of alcoholic beverages within the boundaries of the Park is expressly prohibited;

11. The Club shall develop a suitable formal contract document for all organized tournaments conducted on the ballpark portion of the Park. The Club shall be responsible for the administration of the contract. At the election of the District, all proceeds from such contracts shall be collected by the Club and either forwarded to the District, or maintained in a separate identifiable fund for Park use.

12. This Agreement shall remain effective until such time as both parties agree in writing to its modification, amendment, or termination. Notwithstanding, either party may terminate this Agreement upon Thirty (30) days' written notice to the other.

13. Each party represents that it has obtained appropriate and necessary Board approval from its respective governing boards to enter into and perform the terms of this Agreement.

**The foregoing resolution was passed and adopted this 12th day of January 2022 by the following vote:**

**Fall River Mills Community Services District**

**By:** \_\_\_\_\_  
**Board President**

**Attest:** \_\_\_\_\_  
**General Manager**