

**MINUTES**  
**FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT**  
**REGULAR BOARD MEETING**  
**August 12, 2020 6:00 PM**

**CALL TO ORDER:**

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

**ROLL CALL OF DIRECTORS:**

Directors present: Gooch, DeWitt, Monath, Colby, Ontano

Directors Absent: None

**VISITORS:** None

**PUBLIC COMMENT:**

- None

**APPROVAL OF MINUTES:**

- Approval of Regular Meeting Minutes for 07/15/20

Director Colby made a motion to approve minutes from 07/15/2020 with the correction of a date change from 9/16/20 to 8/12/20 on the last page. Director Ontano seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, DeWitt, Ontano, Monath, Colby)

**COMMUNICATIONS:** None

**CONSENT AGENDA:** None

**Chairman Report:**

- **Jerry Monath**
  - o No report this month

**Parks & Rec:**

- Bill Johnson
  - o Two Rivers Park
    - Pending certification of the stormwater runoff protection and notice of termination reports, Two Rivers Park, Phase 1, will be officially complete.
    - The last reimbursement for \$56,112 will be awarded when OGALS closes out the project
    - A final inspection by the OGALS project officer will occur as soon as the project sign is installed.
  - o This district will be awarded \$177,952 from the Office of Grants and Local Services' Per Capita Program.
    - The district is required to provide a 20% match, and we have been informed that grants awarded by other entities, such as the Stewardship Council, will qualify for the match amount
    - This program is not intended to provide resources for existing projects. Instead, it is intended to be used to add to recreational facilities. This can happen by acquiring additional land or by rehabilitating or improving existing facilities. It is interesting to note that the district did not seek out this funding. Rather, we received an email informing us of it.
    - Additionally, I took part in a required online workshop that educated me regarding the administration of these grants. A resolution from the board will be required to take advantage of this opportunity.

- There is an \$80,000 piece of land that runs adjacent to the Fall River that might be a nice addition to the parks.
  - This piece of land has been investigated for purchase by the District in the past. Director Gooch will check to see if she still has paperwork on what was done.

### **Treasurer Report:**

- Amber Beck
  - Accounts payable are all current, except for some invoices related to grant reimbursements.
  - The billing system update is still underway. It looks like it will be in operation within the next 2 months.
  - Revenue was \$82,861, which is about \$12,000 over budget for the month.
    - There was \$6,000 in bulk water revenue
  - Employee expenses are about \$3,000 over budget.
    - There were also 3 paydays in July
  - The operating expenses are under budget by about \$5,000
  - Net Income for July was \$25,000
  - The District is owed \$121,770 from OGALS for an advance on construction costs related to the Three Rivers Park Grant. It shows as a negative in the savings account to the Parks fund. It will be put back into that account when received.
  - Approve Financials:
  - Director Gooch made a motion to approve the invoices to be paid for the month of July. Director Ontano seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, DeWitt, Monath, Ontano, Colby)

### **Operations Report/Managers Report:**

- Stephen Rooklidge, GM
  - Grants
    - The Test Well grant at the Airport location has been increased by the state to \$296,000. This will pay for the drilling and reports to determine whether the water is suitable for use directly into the distribution system or as a part-time standby well that will need to be treated for full-time use. Drilling will probably be scheduled for October, 2020. No action is needed by the District except to provide access for the driller when they finalize the schedule.
    - The job walk meeting with contractors for the USDA facilities grant only attracted one contractor for the roof and one for the electric renovation. The bid was written to be as general as possible to attract bids, but contractors in the valley have more work than they can do right now, which was the same situation as last spring.
    - The Geotech drilling for both tank projects has been completed and the report is expected soon. The Geotech report is the last step before engineering design for the Airport tank and booster station. If the Board decides to pursue a USDA grant/loan for this project, a new contract with Altec Engineering must be completed for them to provide the final design for the construction application. The most the District can afford for a grant/loan project at interest rates for a 40-year loan that reflect the excess cash the District has in its bank accounts at a \$3200/month payment is ~\$1M. That's enough to build a storage tank, booster station, solar array, and additional well at the Airport site. If a USDA grant/loan is applied for, construction of this project can be completed by summer 2021, and the low water supply and storage problem the District had this summer will be partially alleviated.
    - The District has paid ~\$40k to prepare the McArthur parcel for conversion from Williamson Act land to public service purposes. Another ~\$20k is needed for the county fees and survey before the purchase price ~\$10k can be paid for the land. Only after the land is purchased can the District apply for construction grants to build the elevated tank on the property for ~\$1.5M. The project design and specifications are already complete,

- so construction grants or grant/loans can be pursued through the USDA, DFA, or IRWM.
  - The McArthur sewer design grant project was deemed complete. The \$3M construction grant application for the main sewer line through McArthur will be complete and submitted when the resolution on the agenda is signed.
- System
  - Calfire crews moved into the Fairgrounds and began to use a lot of water and dump wastewater into the small ponds for the RV park during a fire event. Working with the Fair staff, our Operators coordinated with Calfire to provide metered potable water, and the GM worked with the State Board to approve a waiver on the District sewer permit to allow Calfire contractors to pump waste into the District ponds during the fire event. The metered water and sewer loads will compensate the District for the overtime pay of the Operators.
  - Operators constructed a suction hydrant for Calfire water contractors to use for surface water during the fire event and will donate this to the FRM fire station to store for future events.
  - The water system demand is currently more than the McArthur well can produce. The well pump ran for 89 hours straight during the last week of July, and only having barely enough storage capacity in the tanks kept the distribution system pipes from running dry. As stated by the Board decision during the June 2020 budget meeting, and the Water Master Plan approved by Board resolution, a new water source and storage tanks should remain the highest priorities of the District. Altering the priorities established by professional consultants, previous boards, and competent staff will only delay the needed increase to the capacity of the District.
  - Pine Grove MHP would like to hook up to the system, but no additional services should be allowed until the District has either a new well or a new water storage tank. If the MHP is allowed to hook up, water flow and pressure in FRM will be decreased, and the flow demand is already at the lower limits required for adequate service. The MHP can be provided water service after the wells/tanks are built or the suspected unmetered water connection to the Fairgrounds is discovered and eliminated.
  - Water loss was ~1.16MG in July, which is a significant decrease from the prior month. This estimate is projected to be high because many Calfire contracted water trucks were found to be taking unmetered water during the fire event. Additional locks were placed on hydrants and this helped direct those water contractors to the surface water source. July had a 27% higher water demand than the previous month and 1.4% more than July, 2019.
  - Including surface water sold as irrigation water, power consumption was 12% more than last year at this time and 32% more than the prior month because of increased water demand.
  - All meters have been read and the monthly bacti samples were negative.
- Office
  - Office staff is keeping all accounts current and continuing to communicate with the state on their continuing reimbursement delays.
  - The GM's last day of formal vacation is August 19th. Consultation is available until then. Temporary extension of operator certification may be considered if a suitable candidate is hired.
- GM Rooklidge made comments regarding his hopes for the district and praise for employees. They can be found in the packet for the month in his manager's report.

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- Consider pay schedule for the 2020/2021 Fiscal Year
  - This is the same as the schedule for the previous fiscal year.

- It needs to be approved at the beginning of each year, and changes can be made at that time if needed.
- Director Dewitt made a motion to approve the pay schedule as presented. Director Colby seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, DeWitt, Monath, Ontano, Colby)
- Resolution 2020-05 Wastewater System Expansion
  - Resolution for the State Revolving fund to go forward with the construction phase of the wastewater grant.
  - Director Colby made a motion to Resolution 2020-05 for the wastewater expansion grant. Director Ontano seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, DeWitt, Monath, Ontano, Colby)
- Review rate study and consider raising sewer rates
  - The board reviewed the study
  - Chairman Monath asks if the board wants to start the 218 process to raise the sewer rates
    - The rate would increase \$7 a year for three years
    - The rate increase should happen over three years to avoid going through the 218 process again.
    - The billing of sewer would no longer be calculated the way it currently is
      - Billing would be calculated based on Equivalent Residential Unit
      - The District will ask Sergio Guillen for a quote on working with Amber to calculate the ERU for all customers.
      - After the rates are determined, mailings will be sent to each customer to give them a chance to oppose the rate increases.
      - A public meeting will be held in accordance with the law before the rates can be raised.
  - Director Colby made a motion to begin the 218 process. Director Gooch seconded. The motion was passed unanimously with a vote of 5 ayes. (Gooch, Ontano, DeWitt, Monath, Colby)
- Park expense payments
  - Had to take money out of the savings account to cover expenses because of the slow grant reimbursements from OGALS
    - Chairman Monath wants the board to be aware that the District is having to shuffle money around because of slow reimbursements
    - Director Colby says because it is a guaranteed return, it isn't the same as having to spend what we don't have
    - Director Gooch says that the District committed to these grants, so there was no choice. It must be done to get the work done and it will all even out in the end.
    - Parks Manager Bill Johnson feels that grants can be taken to improve the parks without damaging the Districts financial position. There is still 3 months of operating reserve in savings currently.
      - This 121K request has been marred with problems that are not usual
      - The Stewardship Council is excellent about paying reimbursements and will hopefully be getting a large grant from them soon.

**Regular Meeting adjourned at 8:22pm**

- **The next board meeting is 09/16/2020**

Respectfully Submitted,

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Board Chair

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Date