

AGENDA

FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING

September 15, 2021

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 8/11/21 and Special Meeting Minutes from 8/18/21
(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:

- None

NEW BUSINESS:

- Consider amending previous approval amount for staff boot reimbursement. (D) (A) (I)

ADJOURNMENT

Next Regular Board Meeting October 13, 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
August 11, 2021

CALL TO ORDER:

Chairman Monath called the meeting to order at 6:08 p.m.

ROLL CALL OF DIRECTORS:

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

VISITORS: In Person: Brett Hendrix, Riley Spainhower Via Zoom: Paul Reuter, PACE Eng.

PUBLIC COMMENT:

- Paul Reuter, PACE Engineering: Recap of attached correspondence via email from Paul to GM Ray. (see Attachments p. 8-10)
- **APPROVAL OF MINUTES:** Approval of Regular Meeting Minutes for 07/14/2021, [*with Correction, p. 2, bottom of 2nd ¶, change "firehouse" to "fire hose".*] Director DeWitt made a motion to approve the Minutes for 7/14/2021. Director Colby seconded, and the motion was passed unanimously with a vote of 4 ayes (Gooch, DeWitt, Colby, Monath).

COMMUNICATIONS: None

CONSENT AGENDA: None

Chairman's Report:

1. Note ~\$16K net profit for month of July
2. **Annexation:** District rec'd from Shasta Co. \$88K with notice of miscalculation of taxes over 3-4 years. Raises question - are we receiving a share of the tax increases for annexed lots/properties? They are currently giving District -0- allowance. GM Ray and Director Monath will be attending meeting with Stephen Buttell, Shasta County Chief Administrative Analyst, and others in Redding this Friday, August 13 to discuss.
3. Fall River Valley **Fire Dept. Volunteers**, Board received letter of Disclaimer from Atty Ciampa releasing District from obligation and liability. Pending discussion at September's meeting and will likely add Disclaimer to Policies & Procedures.
4. **Bridge Street Lift Station** – WIP, estimate less than \$40K to repair; pump is on order. Discussed replacing the two stationary elbows...~\$2K each. Repair needs to be done, will have to borrow money from the Water fund as Sewer doesn't have enough to cover; funds will be reimbursed.
5. A 2-inch valve w/backflow was re-discovered along CA-299 E toward McArthur, the valve is stuck, and Ops will need to loosen and shut it off to determine if anyone has been receiving water from it.
6. District rec'd Warning notice that surface (irrigation) water for Golf Course may be turned off at any time, using ½-foot per minute. They would then need to pull from their wells.
7. **PACE Eng.**, continuing research for Sewer expansion for McArthur, and pursuing grants for Water system; has been able to reformat some of Forsgren Hydraulic modeling. Already at \$18K of \$20K pre-approved amount for troubleshooting. State won't pay for \$82K as they believe work is a duplicate of what has already been done. PACE unable to use what was done previously. District will need to come up with funds to continue project.

Parks & Recreation:

– Amber Beck

❖ General

- The Lions ballpark buildings (concession/announcer stand, dugouts, and bathrooms) are in dire need of painting. The estimate to do the sanding, pressure washing, and painting is \$2,500.
- Amber is going to seek a donation for the labor and at least a portion of the paint. The total will be around \$3,200
 - Darla at Valley Hardware will donate paint at COST
 - Amy will paint the bathrooms interiors
 - Amber meeting with Rotary Club on August 12 for funding assistance
 - There is a Donation button on the CSD website

❖ Two Rivers Park

- Green Infrastructure Grant
 - The CEQA work is in progress.
 - The cost estimate has been updated, and the agreement has been signed by all parties.
 - The CEQA is the first order of business.
 - Nick Riddle, MT Shasta Engineers, will work on the pre-construction designs, engineering and bid documents and right of way conversion.
 - Grand Rapids extends into the West Side of the park, where we will construct a short entry road, parking lot and trail.
- Stewardship Council Enhancement Grant
 - The Stewardship Council Board does not expect to decide on grant allocations until late 2021
- Decomposed Granite Surface
 - Still attempting to resolve this issue with PG&E.

❖ Fall River Lake Trail

- Lomakatsi should be starting trail work any time!

Treasurer Report:

– Amber Beck

❖ **Revenue**

- For July, the total Revenue was about \$93,000 which is about \$20,000 over budget for the month.
 - Over \$13,000 was revenue from the Intake well and there was also \$2,700 in revenue associated with a connection fee from a couple months ago.
 - Tax revenue was \$1,900

❖ **Employee Expenses**

- Employee expenses were about \$45,000 which is about \$2,000 under budget for the month.
- You may notice the PERS Unfunded Liability is in the Operating Expenses this fiscal year. Previously this was added into the Employee Expense category under PERS Retirement. With concerns about employee costs, it is best that this is not added in, since it is not an actual current employee cost.

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Treasurer Report, continued

– Amber Beck

❖ **Operating Expenses**

- The operating expenses were almost \$23,000 which is about \$4,000 under budget for the month.
- Net income for this year is \$15,890
- The budgeted amount for Utilities (PG&E) was \$6,489 and actual shows as \$7,954. The cost of the electricity used at the intake well is offset by the revenue received from the golf course and the construction company buying water from us at that location (In Outside/Container Revenue). The bill for that meter was \$2,222, so the Districts actual cost was \$5,732.

Approval of Financials:

- Director Colby made a motion to Approve the invoices to be paid for the month of August. Director Gooch seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, DeWitt, Colby, Monath)

Operations Report:

– Bill Rodeski

System

- The ongoing issue with the Bridge St Lift Station is progressing forward. Joe and I have been able to narrow down the source of our problem. I am confident that a solution to this is on the horizon.
- Amy, Joe, and I have joined the FRV VFD and look forward to helping in any way we can.
- We were able to do a meter analysis for the District. Identifying all the remaining analog meters in the District as well as the back flow devices and repair needs at these locations.
- Maintenance of the District vehicles has been completed. *[[JM raised question about expenses on 1-ton truck; replaced both water-and-power-steering pumps. Double S says OK to drive, it's functional.]]*
[A limb broke from a tree in the park on Friday 8/6; District hired tree contractor to sever limb and cut into manageable pieces; Ops hauled away several loads of debris]
- More analog meters have been changed this month and we have discovered that the current number of these meters still in operation is greater than we had originally thought.
- Fire is a major concern for us, and our water use is at an all-time high. We are constantly monitoring the operational hours of the well. The state has requested that we notify them when our well pump is on for longer than 22 hrs/day. We had 4 such days last month.
- Water loss for the month is at 1.3MG which is a 4% decrease from last month. Total water loss for the month is at 10%
- We had several water-quality tests for the month. We had our usual Bacti samples and they were negative. We also had our VOC (volatile organic compounds) tests, and it was negative. Finally, we had our lead and copper test that was also negative.

Summary

- The Bridge ST. lift station is still our top priority.
- The fair is right around the corner, and we need to continue to encourage our residents to conserve water.
- Meter upgrades and maintenance is a focal point of operations. Thank You!!

Manager's Report:

– Cecil Ray

General Comments:

- **Water Conservation:** We have reached out to our customers via billing notes, Facebook and our Website requesting conservation. Helpful hints or links to more information have been included. Fortunately, it appears this request has worked as our demand has dropped even though we are experiencing higher than normal temperatures.
- **Municipal Service Review (MSR):** I attended the 5 August meeting of the LAFCO Board via tele conf call. The Board adopted our draft (5 year) MSR prepared by LAFCO staff guided by George Williamson, Executive Officer with major input by Amber and me. George was most helpful to us in his formulation of this document. Our effort was to make it an accurate representation of the CSD at present. Draft changes were made two weeks before Board presentation.
- **Annexations:** Although moving along for final adoption by LAFCO a major hurdle appeared on the horizon. Shasta County administrative staff have taken the opening position they do not want the County or other Special Districts to share any of the tax revenue generated within the boundaries of our requested annexation area. Chairman Monath and I have been in communication with County staff, our attorney for guidance, are planned to meet in-person Friday 20 August in Redding to negotiate. The ultimate decision regarding this tax division lies with the Board of Supervisors. The timeline is such that it needs to be presented to the Board on 24 August. It is my understanding they can “continue” it to a later date.

Grants:

1. **Airport Test Well Project:** Randy Marx, Project Administrator, informed me the funding final Work Plan has been signed by SWRCB and Sacramento State University Enterprises (UEI) should sign soonest. Following this signing previously negotiated consultant agreements should be issued by UEI for consultant signatures. Our goal is to be drilling this Fall. Randy had requested they put us on their schedules. Both the hydrogeologist (Bonnie Lampley) and the well driller (Arley Enloe) are presently involved with emergency projects involving communities with no or little water.
2. **McArthur Well Tank Project:** I have had no communication with the McArthur's in the last month including comments on the aquafer study report I shared with them.
3. **McArthur Wastewater Project:** On 28 July Paul Rueter with PACE along with two staff engineers, Jerry Monath, and myself conducted an on-ground field survey of the previously proposed McArthur wastewater project. Included in the survey were meetings with knowledgeable personnel relating to serving McArthur JR/Sr High School and associated buildings. Although entirely feasible, challenging elements noted were the McArthur Canal gravity collection crossing, a few homes at substantially lower elevations on the west side of town, and one home on the east side with a basement that will need to be served.
Mr. Reuter will follow up with a preliminary report to Board at the August meeting.

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Manager's Report, continued

– Cecil Ray

Projects:

1. **District Office:** Javier Lopez has begun window trim repair in building to prevent further water damage behind stucco.
2. **McArthur Bulk Water Fill Station:** On hold
3. **Pit River Bridge Replacement:** No Change. I have received no communication as to when this project is scheduled commence. However, possibly in 2022.
4. **Leak Detection:** District has received recently purchased Leak Detection equipment, yet staff surveys have not begun.
5. **Solar:** Have been exploring the possibility of a Solar Project to cover all the district's needs, possible locations, costs, and financing options. Making slow progress.
6. **McArthur Well Pump Replacement:** 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.
7. **Water Improvement Project:** With baseline modeling data provided by Forsgren in conjunction with historical SCADA data from the last few years PACE is evaluating fire flows in both FRM and McA, possible elevated tank locations, and pipe size vulnerabilities within the water distribution system.
8. **Diamond Mapping:** Amy with help from Ron Colby has begun documenting FRM fire hydrant locations, types, and specifics
9. **Blueprints/Record Plans/Documents:** Amy has been locating, organizing, and assembling our printed plans (Record (As-Built), Draft, Misc.) collection. Some have been scanned to digital format (5%), scanned hard copies have been horizontally filed, electronic scans have been organized in public storage drive, and a Excel spreadsheet established to document locations, and status of digitizing goals. This is an on-going project that will take months.

Engineering Support:

GM Ray wants the Board to consider executing a Master Engineering Agreement with PACE Engineering, stating District requirements for new water tap & connections, with all fees to be funded by entity requesting service connection. Engineering provided by PACE will be defined via Tasks. I will speak to the Board as to recent issues that have arisen where their expertise is needed.

Operations and Staff:

1. Bill and Joe successfully passed their **Wastewater Treatment Operator Certification**. SWRCB at my request has rescinded our Wastewater Treatment Plant waiver. This was required of us by them to allow Bill Rodeski to be "trained" by Mike Skelly our recently hired part-time operator. This will allow Bill to be a certificate Class I operator in approx. one year. At that time Bill can then start training Joe Huston. Mr. Skelly is aware this in a one-year position.
2. **Lift Station #1:** Although operating without major issues the LS is getting attention to resolve leakage at the connections between the discharge flanges of the pumps and the elbows carrying fluids to the treatment ponds via the force main. Bill, Joe, and Ron Shannon have spent a lot of time, effort, and troubleshooting to resolve the issue. Full correction will mean pumps can be change out **WITHOUT** anyone needing to enter the pit and power consumption will be reduced as fluid will not be "recirculating" back to sump to be pump again.

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Manager's Report

– Cecil Ray

Operations and Staff, continued

3. **Water Leaks:** Staff repairs made to leaking distribution piping have reduced losses tremendously. Reference Operations Report, p. 3.
4. **Parks:** Reference Parks Manager Report, p. 2.

OLD BUSINESS:

- Annexation Update
 - Already addressed in the Chairman's report

NEW BUSINESS:

- Update from Pace Engineering on potential Water and Wastewater Projects (see Attachments p. 8-10)
 - Consider Board Member Applicants

The Board decided to hold a Special Board Meeting on Wednesday August 18th to appoint
 - Consider Amending Policy 2110 – Health Benefits
 - Consider Amending Policy 2130 – Pay Periods
 - Consider Amending Policy 2275 – Cell Phone Usage
 - Consider Amending Policy 2280 – Employee Usage of Tools and Equipment
 - Director Dewitt made a motion to Approve Policies 2110, 2130, 2275 and 2280. Chairman Monath seconded, and the motions were passed unanimously with a vote of 4 ayes.
(Gooch, DeWitt, Colby, Monath)
 - Consider Amending Policy 3025 – Accounts Payable
 - Consider Pre-Approved Invoices
 - Director Gooch made a motion to Approve Policy 3025 and Pre-Approved Invoices. Director DeWitt seconded, and the motions were passed unanimously with a vote of 4 ayes.
(Gooch, DeWitt, Colby, Monath)
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NEW BUSINESS, continued

- Consider Amending Pay Schedule for the 2022 Fiscal Year
 - Director DeWitt made a motion to Approve Amending Pay Schedule [*with the correction of Operations Supervisor Time from “Hourly” to “Salary”, p. 28*]. Director Colby seconded, and the motion was passed unanimously with a vote of 4 ayes (Gooch, DeWitt, Colby, Monath).

Regular Meeting adjourned at 8:17 pm

- **The next board meeting is 09/15/2021**

Respectfully Submitted,

Board Chairman

General Manager

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
-- SPECIAL BOARD MEETING MINUTES --
August 18, 2021

CALL TO ORDER:

Chairman Monath called the meeting to order at 6:08 p.m.

ROLL CALL OF DIRECTORS:

Director's present: DeWitt, Colby, Monath; Via Zoom: Gooch

VISITORS: In Person: Brett Hendrix, Riley Spainhower Via Zoom: Paul Reuter, PACE Eng.

PUBLIC COMMENT: None

NEW BUSINESS:

- ❖ Review / Modify Existing Engineering Service Agreement w/ PACE
 - The board discussed the proposed Amendment No. 1 to the Engineering Agreement
 - Job No 2268.05
 - District to expand the scope of work by adding Engineering services on an "as-requested"
 - basis
 - Requests under the agreement will be authorized per Task Order
 - Compensation will be rendered on a fee basis established in the Engineering Agreement dated June 18, 2021
- Board approved the New Agreement with PACE Engineering. Chairman Monath made a motion for approval, Director DeWitt seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, DeWitt, Colby, Monath)
- ❖ Pending Annexation
 - Board agreed to proceed with Annexation
- ❖ Election of Board Member
 - Chairman Monath made a motion to appoint Brett Hendrix as Fall River Valley CSD Board Member, therefore filling the vacancy of the Director position formerly held by Kathy Ontano. Director Colby seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, DeWitt, Colby, Monath)

Special Board Meeting adjourned at 7:08 pm

- The next Regular Board Meeting is 9/15/2021

Respectfully Submitted,

Board Chairman

General Manager

Parks Report

September 15, 2021

❖ General

- Amber requested about \$3,000 to assist with the painting of the structures at the Lions Ball Park. Have not heard if we will receive any funding.
 - Because Amy has painting experience, and she is the Operations Assistant, the hope is to have her paint these buildings.

❖ Two Rivers Park

- Green Infrastructure Grant
 - The CEQA work is in progress.
 - Nick Riddle, MT Shasta Engineers, is working on the pre-construction designs, engineering and bid documents and right of way conversion.

❖ Fall River Lake Trail

- Amber walked the trail with Lomakatsi, the Ahjumawi Band representatives, and Issi Wah Eco Restoration (who are doing trail construction work).
 - There needs to be a request sent to the Stewardship council for some budget modifications. Mostly moving money from line items no longer needed to items that are going to be used.
 - The hope is that they can start construction by the beginning of October.

Financial Summary

August 2021

Amber Beck

❖ *Revenue*

- For August, the total Revenue was about \$113,646 which is almost \$42,000 over budget for the month.
 - Outside container revenue was \$11,556. This is revenue from the golf course, Turn-Key Construction (doing a cleanup project at the old trap club), and one bulk water truck customer.
 - Not that \$2,432 of the PG&E bill was for the intake and is reimbursed by the container revenue from the golf course and Turn-Key. Budgeted amount: \$7,612.50 Actual without intake: \$5986.25.
 - The connection revenue of \$28,800 was for a tap into the system by the hospital for their fire suppression system.

❖ *Employee Expenses*

- Employee expenses were about \$32,000. which is about \$2,000 under budget for the month.

❖ *Operating Expenses*

- The operating expenses were about \$28,000 which is about \$3,000 under budget for the month.

❖ Net income for this year is \$60,979

Invoices for Approval

Vendor	Description	Amount Paid
Jerry Monath	Mileage	\$240.35
Joseph Huston	Work Boot Reimbursement if Policy Approved	\$126.00
Napa Auto	Lift Station	\$35.43
Valley Hardware	ABS Cement	\$11.78
William Rodeski	Work Boot Reimbursement if Policy Approved	\$250.00
Total		\$663.56
PAID AS OF 08/31/2021		\$0.00
TO BE PAID		\$663.56

Pre-Approved Invoices

VENDOR	FOR	AMOUNT	PAID
Burney Disposal	August-21	\$50.13	\$50.13
Ed Staub	August-21	\$328.19	\$328.19
FGL - Water Testing	August-21	\$93.00	\$0.00
Frontier - Internet/Telephone	August-21	\$358.11	\$358.11
Joseph Huston - Cell Phone	August-21	\$35.00	\$35.00
JPIA - Dental/Vision/Life	August-21	\$633.50	\$633.50
Pers - Employee Health	August-21	\$4,885.54	\$4,885.54
Pers Retirement	August-21	\$2,487.91	\$2,487.91
Pers Unfunded Liability	August-21	\$3,014.50	\$3,014.50
PG&E	August-21	\$8,418.25	\$8,418.25
State Fund	August-21	\$752.92	\$752.92
Streamline - Web services	August-21	\$150.00	\$150.00
USPS - Postage for Billing	August-21	\$180.00	\$0.00
William Rodeski - Cell Phone	August-21	\$35.00	\$35.00
Total			\$21,422.05
PAID AS OF 08/31/2021			\$21,149.05
TO BE PAID			\$273.00

Unapproved	\$663.56
Pre approved	\$273.00
Grant Reimb.	\$3,271.25
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Accounts Payable	\$4,207.81

GRANT ACTIVITY

Vendor	Request #	Grant	Amount
Enplan	1	Green Infrastructure Grant	\$3,271.25

Fall River Valley Community Services District

Aged Payables by Invoice Date - 2022 AP

Aging Date - 8/1/2021

From 8/1/2021 Through 8/31/2021

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
Enplan	Two Rivers Park CEOA #1	3,271.25	0.00	0.00	0.00	0.00	3,271.25
FGL Environmental	Water testing	69.00	0.00	0.00	0.00	0.00	69.00
Jerry Monath	Wet Chemistry - NO3-N	24.00	0.00	0.00	0.00	0.00	24.00
Joseph Huston	Mileage Reimbursement	240.35	0.00	0.00	0.00	0.00	240.35
	Work Boot Reimbursement	126.00	0.00	0.00	0.00	0.00	126.00
	Difference for FY 2022						
Napa Auto Parts	Shop and Lift Station	35.43	0.00	0.00	0.00	0.00	35.43
US Postmaster	Postage for Billing	180.00	0.00	0.00	0.00	0.00	180.00
Valley Best Hardware	ABS Cement	11.78	0.00	0.00	0.00	0.00	11.78
William Rodeski	Worrk Boot Reimbursement for FY 2022	250.00	0.00	0.00	0.00	0.00	250.00
Report Total		4,207.81	0.00	0.00	0.00	0.00	4,207.81

Fall River Valley Community Services District
Statement of Revenues and Expenditures - BM Budget vs Actual
From 8/1/2021 Through 8/31/2021

	August 2021 Actual	August 2021 Budget	YTD Actual (07/01/2021 - 08/31/2021)	Total Budget	YTD Percent Used
Revenue					
Operating Revenue					
Revenue-Utilities	73,109.37	66,688.91	147,409.09	678,536.80	21.72%
Outside/Container Revenue	11,556.81	5,000.00	25,034.79	12,900.00	194.06%
Utility Fees	496.05	600.00	997.84	7,200.00	13.85%
New Connection	28,800.00	0.00	31,568.74	0.00	0.00%
Total Operating Revenue	113,962.23	72,288.91	205,010.46	698,636.80	29.34%
Non Operating Revenue					
Taxes Revenue	0.00	0.00	1,902.88	48,000.00	3.96%
Interest Revenue	16.98	0.00	33.46	0.00	0.00%
Total Non Operating Revenue	16.98	0.00	1,936.34	48,000.00	4.03%
Total Revenue	113,979.21	72,288.91	206,946.80	746,636.80	27.72%
Expenses					
Employee Expense					
Wages	23,386.41	24,677.60	57,719.68	319,296.80	18.07%
Payroll Taxes	1,644.26	1,826.15	4,032.54	23,776.55	16.96%
Employee Health Insurance	4,389.92	4,458.00	8,739.28	54,834.00	15.93%
PERS- Retirement Compensation Insurance	1,666.83 752.92	1,908.07 800.00	5,478.35 1,326.42	26,068.37 9,600.00	21.01% 13.81%
Total Employee Expense	31,840.34	33,669.82	77,296.27	433,575.72	17.83%
Operating Expense					
PERS Unfunded Liability 1595	2,664.50	2,276.00	4,979.00	27,312.00	18.23%
Legal & Accounting	2,122.50	6,400.00	2,577.50	19,200.00	13.42%
Outside Services	2,049.75	3,565.00	5,046.46	42,200.00	11.95%
Advertising & Promotions	0.00	20.00	0.00	240.00	0.00%
Permit Fees	181.17	150.00	2,031.56	10,525.00	19.30%
Dues & Subscriptions	191.98	0.00	818.06	6,942.00	11.78%
Bad Debt Expense	4,154.00	0.00	4,154.00	0.00	0.00%
Insurance	1,300.00	1,275.00	2,600.00	15,300.00	16.99%
Office Supplies	0.00	300.00	1,443.26	6,555.00	22.01%
Shop Supplies	0.00	500.00	495.51	6,000.00	8.25%
Postage	187.95	200.00	339.15	2,400.00	14.13%
Printing	0.00	80.00	0.00	1,340.00	0.00%
Bank Fees	0.00	20.00	0.00	280.00	0.00%
Petty Cash Short Account	0.00	10.00	0.00	120.00	0.00%
Equipment Rental	0.00	400.00	550.00	4,800.00	11.45%
Equipment Purchase	376.10	400.00	678.21	4,800.00	14.12%
Water Tests	376.00	100.00	805.00	1,400.00	57.50%
Truck Expense	2,218.71	250.00	2,218.71	3,000.00	73.95%
Maintenance & Repairs	1,912.89	3,000.00	2,988.84	36,000.00	8.30%
Garbage Fees	50.13	60.00	99.03	720.00	13.75%

Fall River Valley Community Services District
Statement of Revenues and Expenditures - BM Budget vs Actual
From 8/1/2021 Through 8/31/2021

	August 2021 Actual	August 2021 Budget	YTD Actual (07/01/2021 - 08/31/2021)	Total Budget	YTD Percent Used
Shop Tools	0.00	150.00	101.60	1,800.00	5.64%
Field Tools	376.00	200.00	636.32	2,400.00	26.51%
Interest Expense	0.00	0.00	0.00	12,800.00	0.00%
Software License & Hardware Maint	524.99	1,750.00	1,469.98	9,000.00	16.33%
Property Tax	0.00	0.00	0.00	150.00	0.00%
Education	0.00	200.00	0.00	2,400.00	0.00%
Entertainment	0.00	40.00	0.00	480.00	0.00%
Mileage	240.35	500.00	240.35	5,400.00	4.45%
Fuel	328.19	250.00	694.40	3,000.00	23.14%
Telephone/Internet	428.11	815.00	856.22	8,515.00	10.05%
Utilities	8,418.25	7,612.50	16,371.75	63,980.24	25.58%
Miscellaneous Expense	0.00	450.00	0.00	5,370.00	0.00%
Total Operating Expense	<u>28,101.57</u>	<u>30,973.50</u>	<u>52,194.91</u>	<u>304,429.24</u>	17.15%
Total Expenses	<u>59,941.91</u>	<u>64,643.32</u>	<u>129,491.18</u>	<u>738,004.96</u>	17.55%
Net Income	<u>54,037.30</u>	<u>7,645.59</u>	<u>77,455.62</u>	<u>8,631.84</u>	897.32%
Asset Expense					
Depreciation					
Depreciation Expense	8,083.54	0.00	16,167.08	0.00	0.00%
Total Depreciation	<u>8,083.54</u>	<u>0.00</u>	<u>16,167.08</u>	<u>0.00</u>	0.00%
Amortization					
Amortized Expense	588.89	0.00	1,177.78	0.00	0.00%
Total Amortization	<u>588.89</u>	<u>0.00</u>	<u>1,177.78</u>	<u>0.00</u>	0.00%
Total Asset Expense	<u>8,672.43</u>	<u>0.00</u>	<u>17,344.86</u>	<u>0.00</u>	0.00%
Capital Activities					
Grant Revenue					
Grant/Loan Inflow	0.00	0.00	868.75	0.00	0.00%
Total Grant Revenue	<u>0.00</u>	<u>0.00</u>	<u>868.75</u>	<u>0.00</u>	0.00%
Total Capital Activities	<u>0.00</u>	<u>0.00</u>	<u>868.75</u>	<u>0.00</u>	0.00%
Net Income Including Grant Activities	<u>45,364.87</u>	<u>7,645.59</u>	<u>60,979.51</u>	<u>8,631.84</u>	706.44%

Fall River Valley Community Services District

Statement of Revenues and Expenditures

From 8/1/2021 Through 8/31/2021

	August 2021 Actual	August 2020 Actual	YTD Actual (07/01/2021 - 08/31/2021)	Last Year Actual
Revenue				
Operating Revenue				
Revenue-Utilities	73,109.37	64,671.11	147,409.09	138,517.62
Outside/Container Revenue	11,556.81	7,612.60	25,034.79	14,517.40
Utility Fees	496.05	405.14	997.84	677.72
New Connection	28,800.00	0.00	31,568.74	0.00
Total Operating Revenue	113,962.23	72,688.85	205,010.46	153,712.74
Non Operating Revenue				
Taxes Revenue	0.00	0.00	1,902.88	2,055.57
Interest Revenue	16.98	3.73	33.46	24.90
Miscellaneous	0.00	3,400.00	0.00	3,400.00
Total Non Operating Revenue	16.98	3,403.73	1,936.34	5,480.47
Total Revenue	113,979.21	76,092.58	206,946.80	159,193.21
Expenses				
Employee Expense				
Wages	23,386.41	20,386.50	57,719.68	50,494.73
Payroll Taxes	1,644.26	1,489.95	4,032.54	3,685.76
Employee Health Insurance	4,389.92	3,203.12	8,739.28	6,406.24
PERS- Retirement	1,666.83	3,156.39	5,478.35	8,594.52
Compensation Insurance	752.92	(243.53)	1,326.42	341.22
Total Employee Expense	31,840.34	27,992.43	77,296.27	69,522.47
Operating Expense				
PERS Unfunded Liability 1595	2,664.50	0.00	4,979.00	0.00
Consulting	0.00	0.00	0.00	237.50
Legal & Accounting	2,122.50	5,750.00	2,577.50	5,750.00
Outside Services	2,049.75	0.00	5,046.46	0.00
Advertising & Promotions	0.00	322.29	0.00	832.29
Permit Fees	181.17	0.00	2,031.56	1,544.00
Dues & Subscriptions	191.98	0.00	818.06	695.00
Bad Debt Expense	4,154.00	0.00	4,154.00	0.00
Insurance	1,300.00	1,300.00	2,600.00	2,600.00
Office Supplies	0.00	818.86	1,443.26	818.86
Shop Supplies	0.00	875.98	495.51	1,134.42
Postage	187.95	173.40	339.15	323.55
Bank Fees	0.00	10.00	0.00	10.00
Equipment Rental	0.00	100.00	550.00	100.00
Equipment Purchase	376.10	0.00	678.21	275.00
Water Tests	376.00	138.00	805.00	240.60
Truck Expense	2,218.71	0.00	2,218.71	0.00
Maintenance & Repairs	1,912.89	6,837.55	2,988.84	10,652.42
Garbage Fees	50.13	46.38	99.03	92.84
Shop Tools	0.00	0.00	101.60	0.00
Field Tools	376.00	271.86	636.32	622.63
Software License & Hardware Maint	524.99	1,921.24	1,469.98	2,021.24
Education	0.00	220.00	0.00	285.00
Entertainment	0.00	45.92	0.00	45.92
Mileage	240.35	89.70	240.35	180.55
Fuel	328.19	172.28	694.40	400.07
Telephone/Internet	428.11	684.57	856.22	1,369.14

Fall River Valley Community Services District

Statement of Revenues and Expenditures

From 8/1/2021 Through 8/31/2021

	August 2021 Actual	August 2020 Actual	YTD Actual (07/01/2021 - 08/31/2021)	Last Year Actual
Utilities	<u>8,418.25</u>	<u>7,247.60</u>	<u>16,371.75</u>	13,423.12
Total Operating Expense	<u>28,101.57</u>	<u>27,025.63</u>	<u>52,194.91</u>	43,654.15
Total Expenses	<u>59,941.91</u>	<u>55,018.06</u>	<u>129,491.18</u>	113,176.62
Net Income	<u>54,037.30</u>	<u>21,074.52</u>	<u>77,455.62</u>	46,016.59
Asset Expense				
Depreciation				
Depreciation Expense	<u>8,083.54</u>	<u>8,083.54</u>	<u>16,167.08</u>	16,167.08
Total Depreciation	<u>8,083.54</u>	<u>8,083.54</u>	<u>16,167.08</u>	16,167.08
Amortization				
Amortized Expense	<u>588.89</u>	<u>588.89</u>	<u>1,177.78</u>	1,177.78
Total Amortization	<u>588.89</u>	<u>588.89</u>	<u>1,177.78</u>	1,177.78
Total Asset Expense	<u>8,672.43</u>	<u>8,672.43</u>	<u>17,344.86</u>	17,344.86
Capital Activities				
Grant Revenue				
Grant/Loan Inflow	<u>0.00</u>	<u>68,533.93</u>	<u>868.75</u>	77,896.18
Total Grant Revenue	<u>0.00</u>	<u>68,533.93</u>	<u>868.75</u>	77,896.18
Total Capital Activities	<u>0.00</u>	<u>68,533.93</u>	<u>868.75</u>	77,896.18
Net Income Including Grant Activities	<u>45,364.87</u>	<u>80,936.02</u>	<u>60,979.51</u>	106,567.91

Fall River Valley Community Services District

Balance Sheet
As of 8/31/2021

		<u>Current Year</u>
Assets		
Current Assets		
Cash & Cash Equivalents		
1010	Petty Cash	300.00
1020	Operating Account-Checking	139,872.92
1035	Savings Account	187,805.14
1070	USDA-Annual	19,018.88
1080	USDA-Short Lived Assets	721.95
1090	USDA-Debt Service	14,505.92
1111	USDA Grant Account - Checking	2,500.00
	Total Cash & Cash Equivalents	<u>364,724.81</u>
Accounts Receivable		
1202	Accounts Receivable Grants	0.00
1210	Accounts Receivable Water	73,315.26
1220	Accounts Receivable-Sewer	25,678.02
	Total Accounts Receivable	<u>98,993.28</u>
Inventories		
1410	Inventory	60,000.00
	Total Inventories	<u>60,000.00</u>
Prepaid Expenses		
1400	Prepaid Insurance Expenses	1,592.58
	Total Prepaid Expenses	<u>1,592.58</u>
	Total Current Assets	525,310.67
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	3,592,415.22
1550	Sewer System	1,663,990.14
1560	Amortized Asset	74,946.35
1565	Gain/Loss on Sale of Equipment	(12,489.00)
1570	Accumulated Depreciation	(3,268,273.32)
1580	Accumulated Amortization	(55,914.88)
	Total Property & Equipment	<u>2,983,978.80</u>
Long-term Investments		
1590	Construction In Progress	768,571.44
	Total Long-term Investments	<u>768,571.44</u>
	Total Long-term Assets	<u>3,752,550.24</u>
	Total Assets	<u><u>4,277,860.91</u></u>
Liabilities		
Short-term Liabilities		
Accounts Payable		
2000	Accounts Payable	4,207.81
2001	AP Beginning Balance/Interim	137,841.00
2002	Accrued Interest Payable	375.00
	Total Accounts Payable	<u>142,423.81</u>
Other Short-term Liabilities		
2100	Federal Income Tax	0.00
2101	FICA Taxes Liabilities	0.03
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	(638.08)
2113	Employee Retirement	(0.61)
2300	Customer Deposit Liabilities	6,400.00

Fall River Valley Community Services District

Balance Sheet
As of 8/31/2021

		<u>Current Year</u>
	Total Other Short-term Liabilities	<u>5,761.34</u>
	Total Short-term Liabilities	148,185.15
	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>(18,415.74)</u>
	Total Balancing Accounts	<u>(18,415.74)</u>
	Total Other Accounts	<u>(18,415.74)</u>
	Total Liabilities	<u>789,005.62</u>
	Net Assets	
	Beginning Net Assets	
	Net Assets	
3010	Contributed Capital	2,171,993.36
3150	Net Income	1,255,882.42
7510	Building-Capital Expense	0.00
7520	Equipment-Capital Expense	0.00
7540	Water System-Capital Expense	0.00
7550	Sewer System-Capital Expense	0.00
7590	Construction In Progress-	0.00
8010	Long Term Debt-Expense	<u>0.00</u>
	Total Net Assets	<u>3,427,875.78</u>
	Total Beginning Net Assets	3,427,875.78
	Current YTD Net Income	
4700	Donations	0.00
	Other	<u>60,979.51</u>
	Total Current YTD Net Income	<u>60,979.51</u>
	Total Net Assets	<u>3,488,855.29</u>
	Total Liabilities and Net Assets	<u>4,277,860.91</u>

Fall River Valley Community Services District

Balance Sheet

As of 8/31/2021

	<u>Current Year</u>
Assets	
Current Assets	
Cash & Cash Equivalents	
Savings Account	
Water	
Capital Reserve	62,762.32
Operating Reserve	81,535.91
Sewer	
Capital Reserve	7,915.83
Operating Reserve	27,208.05
Parks & Recreation	
Parks Savings	8,245.88
Total Cash & Cash Equivalents	<u>187,667.99</u>
Total Current Assets	<u>187,667.99</u>
Total Assets	<u><u>187,667.99</u></u>

Fall River Valley Community Services District

Statement of Cash Flows

As of 8/31/2021

	Current Period
Cash Flows from Operating & Non-Operatin...	
Changes in Accounts Receivables-Grants	868.75
Changes in Accounts receivable-Operations	10,197.36
Interest & Dividends Received	16.98
Sales	113,962.23
Miscellaneous Receipts	98.19
Payments to Employees & Suppliers	(81,112.28)
Total Cash Flows from Operating & Non-Op...	44,031.23
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	320,693.58
Ending Cash & Cash Equivalents	364,724.81

Fall River Valley Community Services District

Check/Voucher Register - BM Checks

1020 - Operating Account-Checking

From 8/1/2021 Through 8/31/2021

Check Number	Check Description	Vendor Name	Check Amount
3694	System Generated Check/Voucher	Burney Disposal	50.13
3695	System Generated Check/Voucher	Cecil Ray	268.11
3696	System Generated Check/Voucher	Double S Automotive	2,218.71
3697	System Generated Check/Voucher	FGL Environmental	498.00
3698	System Generated Check/Voucher	John Deere Financial	543.60
3699	System Generated Check/Voucher	Joseph Huston	128.84
3700	System Generated Check/Voucher	Lagerlof, LLP	455.00
3701	System Generated Check/Voucher	Lomakatsi Restoration ...	868.75
3702	System Generated Check/Voucher	Napa Auto Parts	233.36
3703	System Generated Check/Voucher	Packway	550.00
3704	System Generated Check/Voucher	Quicksilver Electric	315.00
3705	System Generated Check/Voucher	Underground Service Al...	331.17
3706	System Generated Check/Voucher	US Postmaster	151.20
3707	System Generated Check/Voucher	Valley Best Hardware	396.94
3708	System Generated Check/Voucher	William Rodeski	35.00
3709	System Generated Check/Voucher	Water Works Engineers	4,319.25
3710	System Generated Check/Voucher	Tim Mannix	40.00
3711	System Generated Check/Voucher	Basic Laboratory, Inc.	85.00
3712	System Generated Check/Voucher	Double S Automotive	106.88
3713	System Generated Check/Voucher	Safeguard Fire Protection	451.98
3714	System Generated Check/Voucher	Ron Shannon	799.75
3715	System Generated Check/Voucher	George W. Smith Logging	200.00
3716	System Generated Check/Voucher	Diamond Maps	360.00
3717	System Generated Check/Voucher	FGL Environmental	198.00
3718	System Generated Check/Voucher	Lagerlof, LLP	2,122.50
3719	System Generated Check/Voucher	Pace Engineering	14,615.50
3720	System Generated Check/Voucher	Property Maintenance ...	1,250.00
93	Employee: Beck; Pay Date: 8/13/2021	Amber Beck	1,829.09
94	Employee: Huston; Pay Date: 8/13/2021	Joseph M. Huston	1,624.51
95	Employee: Perkins; Pay Date: 8/13/2021	Amy F. Perkins	959.87
96	Employee: Ray; Pay Date: 8/13/2021	Cecil D. Ray	1,634.98
97	Employee: Rodeski; Pay Date: 8/13/2021	William D. Rodeski	1,711.34
98	Employee: Skelly; Pay Date: 8/13/2021	Michael A. Skelly	205.87
BP 0670421	Employee Dental, Vision and Life	Joint Powers Insurance...	0.00
BP 0672038	Employee Dental, Vision and Life	Joint Powers Insurance...	633.50
DEBIT 1896081208	Flange Type Fixed Bore Sleeve Coupling	Grainger Online	193.77
DEBIT 2021.08.10	Office Furniture	Lucky Finds Thrift - Ho...	386.10
DEBIT 206637	Sewer Pump Parts for Bridge Street	Conery Mfg. Inc.	821.43
Debit 481026004...	Amazon Business Account Membership	Amazon.com	191.98
DEBIT C2089AE5-...	Website Service	Streamline	150.00
DEBIT USPS 2021...	Postage for WW	US Postmaster	7.95
EFT 0-642-031-008	Payroll Liabilities for 08.13.21	Employment Developm...	421.36
EFT 0-648-938-400	Payroll Liabilities for 08.27.21	Employment Developm...	435.42
EFT 10000001649...	Retirement Contribution Plan - 27147 PD 08...	Public Employees Retir...	1,356.61
EFT 10000001649...	Retirement Contribution Plan - 27147 PD 08...	Public Employees Retir...	1,131.30
EFT 10000001649...	Health Insurance - All Employees	Public Employees Retir...	4,885.54
EFT 10000001650...	Unfunded Accrued Liability Plan - 1595	Public Employees Retir...	2,314.50
EFT 10000001651...	GASB-68 Reports and Schedules Fee	Public Employees Retir...	700.00
EFT 1000359755	Work Comp Insurance	State Compensation In...	752.92
EFT 2021.08 B	Fuel Charges for 8.16.21-8.30.21	Ed Staub & Sons	157.50
EFT 2021.15.08 ES	Fuel Charges for 8.01.21-8.15.21	Ed Staub & Sons	170.69
EFT 24398348702...	07.15.21-08.15.21	Pacific Gas & Electric	8,418.25
EFT 80915237	Payroll Liabilities for 08.27.21	Internal Revenue Service	2,940.16
EFT August 2021	Telephone/Internet	Frontier Communications	358.11
EFT Fix 83978389	FIXED Payroll Liabilities for 08.13.21	Internal Revenue Service	2,876.92

Fall River Valley Community Services District

Check/Voucher Register - BM Checks

1020 - Operating Account-Checking

From 8/1/2021 Through 8/31/2021

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Check Amount</u>
EFT INV101633983	Zoom Monthly Fee	Zoom	14.99
EFT83978389	Payroll Liabilities for 08.13.21	Internal Revenue Service	0.00
PR2021099	Employee: Beck; Pay Date: 8/27/2021	Amber Beck	1,771.60
PR2021100	Employee: Huston; Pay Date: 8/27/2021	Joseph M. Huston	1,505.11
PR2021101	Employee: Perkins; Pay Date: 8/27/2021	Amy F. Perkins	1,132.42
PR2021102	Employee: Ray; Pay Date: 8/27/2021	Cecil D. Ray	1,634.98
PR2021103	Employee: Rodeski; Pay Date: 8/27/2021	William D. Rodeski	1,842.78
PR2021104	Employee: Skelly; Pay Date: 8/27/2021	Michael A. Skelly	<u>205.87</u>
Report Total			<u><u>76,970.09</u></u>

UPDATE TO WORK BOOT REIMBURSEMENT

Because they typically only buy boots once a year, it has been suggested that the previously passed motion be updated. The new motion will be put into an apparel policy by the policies and procedures committee. To facilitate reimbursement as of July 1, 2021, there needs to be a motion for a simplified reimbursement policy.

Previously approved:

Staff apparel

❖ Boots

- Talked last month about giving a reimbursement for boots per year.
- Director Colby made a motion to provide up to \$250 a year to employees for boots. Director Gooch seconded the motion. Chairman Monath amended the motion to say The District will pay 50% of what the employee pays for boots up to \$125 each time, up to twice a year. Director Colby seconded the amended motion, and it was passed unanimously by 4 ayes. (Gooch, Monath, Ontano, Colby)

Suggested new motion:

Operations employees will be reimbursed up to \$250 per fiscal year for purchase or repair of work boots. Receipts must be submitted for approval.