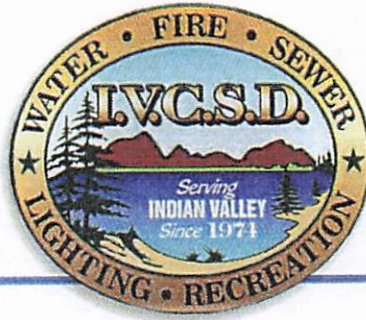


Indian Valley CSD
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Board of Directors
Mina Admire
Wayne Dannemiller
Robert Heard
Bob Orange
Lee Anne Schramel
www.indianvalleycsd.com

AGENDA

Regular Meeting of the Board of Directors

Wednesday, May 12, 2021 at 6:00 pm
Town Hall, 120 Bidwell Street, Greenville, CA 95947

*In alignment with State of California and Plumas County COVID-19 regulations,
MASKS ARE MANDATORY at this meeting. Sitting will be spaced 6' apart to
ensure social distancing.*

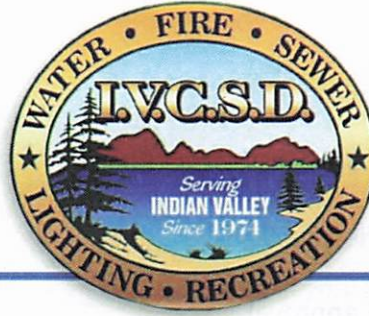
1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Agenda Approval
4. **Public Comment:** *The public may address the Board only on items **NOT** on the agenda. Pursuant to state law, the Board may not discuss nor take action on non-agenda items except under special circumstances. Speakers should limit their remarks to **five minutes** or as decided by the Chairperson.*
5. **District Business:** (20 mins)
 - a. **Emergency Response Reflective Signs** – Vice-Chair Schramel..... Discussion/Action
Review, edit as needed, and approve sign purchase & exchange procedure with Firesafe Committee representatives. (page 3)
 - b. **FASIS Illness & Injury Prevention Program** – Vice-Chair Schramel Discussion/Action
Review required template forms and discuss how to proceed. (page 5)
 - c. **Plumas County Highway 89 Sidewalk Agreement** – Vice-Chair Schramel Discussion/Action
Review request and assign response. (page 22)
6. **Board Business:** (45 mins)
 - a. **Approval of Minutes:** Discussion/Action
(1) April 21, 2021 – Special Meeting (page 37)
 - b. **Plumas County Special Districts Association** – Vice-Chair Schramel (page 43)..... Discussion/Action
Appoint a member of the Board to serve as District Representative to the Association.
 - c. **IVCSD Board Director Outreach Update** – Vice-Chair Schramel (page 46) Discussion/Action
Approve extension as needed.
 - d. **Financial Reports for April 2021** – Director Admire (page 48)..... Discussion/Action
 - (1) Check List
 - (2) Profit & Loss Statement
 - (3) Cash Allocation by Fund
 - (4) Deposit Analysis
 - (5) Receivables



- e. **Directors' Updates:** (page 55) Discussion/Action
 - (1) **Chair Orange**
 - (a) Surplus Vehicles
 - (b) Other
 - (2) **Vice-Chair Schramel** (page 56)
 - (a) Park Volunteers – Replace Basketball Hoops & Standards
 - (b) ~~Workmen's~~ Comp Case
 - (c) Final Prop 50 Monitoring Reports
 - (d) Other
 - (3) **Director Admire** (page 65)
 - (a) Budget
 - (b) Other
- 7. **Water/Fire Departments:** Vice-Chair Schramel (10 mins)
 - a. **Greenville Water Tank:** (page 68) Discussion/Action
Ratify decision to send letter to the State requesting a 50% advance on the grant for the emergency fire additional water storage at the Greenville Water Plant.
- 8. **Fire Department:** Acting Chief Hanson (30 mins)
 - a. **Quarterly Points:** (page 71) Discussion/Action
Review and approve 1st Quarter Points
 - b. **Uniform Proposal:** (page 72) Discussion/Action
Review and possibly approve the proposal.
- 9. **Parks Department** Vice-Chair Schramel and Director Admire (15 mins)
 - a. **Chuck Clay Park/TV Pool MOU** (page 73) Discussion/Action
Review and approve MOU for 1 year.
 - b. **Greenville Park Annual Softball Tournaments** (page 76)..... Discussion/Action
Recommend approving last year's terms.
- 10. **CLOSED SESSION:**
 - a. **Public Employee Performance Evaluation** (Gov't Code § 54957) Title: District Staff.
 - b. **Public Employment** (Gov't Code § 54957) Title: Fire Chief
- 11. **Report Out of Closed Session**
- 12. **Adjournment**

UPCOMING MEETINGS at 6:00 pm at the Town Hall, 120 Bidwell St., Greenville, CA 95947
Wednesday, June 9, 2021 Regular Meeting

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Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #5a

Emergency Response Residence Signs

Date: May 12, 2021
To: Indian Valley Community Services District Board
From: Vice-Chair Schramel
Subject: Emergency Response Reflective Signs
1. Order Approval
2. Process Review & Approval

Need:

1. Order a new supply of emergency reflective signs for use by Firewise Community Committee Representatives.
2. Establish an efficient/simple procedure for exchanging signs/money with committee representatives.

Background: A prior supply of emergency reflective signs procured by the Indian Valley Fire Department many years ago has been used up, largely by a recent effort by the Taylorsville Firesafe Committee. Kudos to Mike and Sally Yost for spearheading the effort! Donations were requested for the signs and envelopes handed out for mailing directly to the CSD office. The informal process was not a big strain on district staff due to the small population being served.

Current Situation: New communities have come online for the Firewise Community effort and are requesting signs. The prior supply has been exhausted. The new order expense (\$5,000/roughly \$10/sign including tax and shipping) was not budgeted. Donations received were far less than the product delivered. Another nuance includes that of Firewise Committee Representatives whose communities not a part of the Indian Valley Fire District, but are requesting signage.

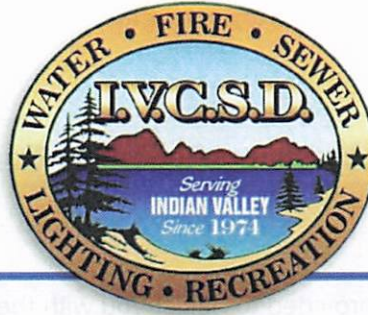
Further, the money from this program must be reported separately in District accounting. Having small amounts being received at the District Office at any given moment is time consuming for staff that is already over-burdened. A simple process needs to be developed that provides product for our communities, reduces the time spent by staff processing money, and achieves better product/payment parity.

Recommended Solution for Discussion Purposes:

1. Firewise Committee Representatives are responsible for collecting funds. They are welcome to solicit donations from the community for other community members who cannot afford the \$10/sign cost.
2. Firewise Committee Representatives will coordinate with each other and agree on two dates a month they will submit funds to the District; they will advise Office Manager of those dates.
3. Office Manager will supply signs commensurate with funds received, twice a month. Firewise Committee Representatives will call or email (ivcsd@frontiernet.net) several days ahead so that staff may have materials prepared ahead. Think efficiency.
4. The District will supply signs for communities within the general Indian Valley area (including Canyon Dam, Indian Falls & Crescent Mills) but outside of the Indian Valley Fire District per #3 above.
5. Other

3- Yost

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Regular Meeting of the Board of Directors

Wednesday, May 12, 2021

Item #5b

FASIS Illness & Injury Prevention

Injury and Illness Prevention Program

Instructions

The following sample program is provided to assist you with the preparation and implementation of a truly effective IIPP. We have also developed a department IIPP supplement to help customize department operations.

Please note all eight sections included in the sample program are required by the regulation, <https://www.dir.ca.gov/title8/3203.html>, and you will need to modify and customize several areas within the program. The information needed will be indicated by **BLUE TEXT**. We strongly recommend you complete a department IIPP supplement for each department to outline specific department processes and procedures.

1. Introduction

2. Purpose and Scope

3. Organization and Roles

4. Program Objectives

5. Risk Assessment

6. Control Measures

7. Training and Education

8. Incident Investigation

9. Record Keeping

10. Review and Improvement

Name of Entity
Injury and Illness Prevention Program
Date

Table of Contents

Policy	1
Responsibility and Authority	1
Compliance	1
Communication	2
Hazard Assessment	2
Hazard Correction	2
Accident/Incident Investigations	3
Training and Instruction	3
Record Keeping	3

Policy

We have established this written Injury and Illness Prevention Program (IIPP) in accordance with Title 8, California Code of Regulations, Section 3203, of the General Industry Safety Orders. All employees are required to comply with our safety and health policies and practices. This includes employees at every level and in all positions.

This IIPP includes the following elements:

- Responsibility and Authority
- Compliance
- Communication
- Hazard Assessment
- Accident Investigation
- Hazard Correction
- Training and Instruction
- Record Keeping

Responsibility and Authority

NAME OF PERSON/ OR JOB TITLE is the designated IIPP Administrator and has the authority and responsibility for implementing and maintaining this IIPP.

Managers and supervisors are responsible for implementing and maintaining the IIPP in their work areas and for answering employee questions about the IIPP. Employees are responsible for understanding and following the requirements of the IIPP and for asking questions when direction is unclear.

The department IIPP supplements provide department-specific information and additional direction. A copy of our IIPP is available from each manager and supervisor.

Compliance

All employees, including managers and supervisors, are responsible for using safe work practices; following all directives, policies, and procedures; and assisting in maintaining a safe work environment.

The system to ensure all employees comply with these practices includes the following:

- Informing employees of the requirements within our IIPP in a readily understandable language
- Training all employees on general safety policies, rules, and work practices
- Recognizing employees who perform safe and healthful work practices
- Providing additional training to employees whose safety performance is deficient
- Disciplining employees for failure to comply with safe and healthful work practices

The department IIPP supplements outline department-specific compliance requirements.

Communication

All managers and supervisors are responsible for communicating with all employees about occupational safety and health in a form readily understandable by all employees. Our communication system encourages all employees to inform their managers and supervisors about workplace hazards without fear of reprisal. Employees can report workplace hazards anonymously by [ENTER SPECIFIC INSTRUCTIONS](#).

Our communication system includes:

- New employee orientation including a discussion of safety and health policies and procedures
- Review of our IIPP
- Safety training programs
- Regularly scheduled safety meetings
- Posted or distributed safety information
- A safety committee that includes employee participation from each department (*Safety committees are optional. Remove this bullet if you do not plan to have a safety committee in place.*)

Additional details are outlined in the department IIPP supplements.

Hazard Assessment

Periodic inspections will be conducted to evaluate physical hazards, use of hazardous materials, and safe work practices. The periodic inspection schedule and the responsibility for conducting the inspections are included in the department IIPP supplements.

In addition to the department periodic inspection schedule, inspections will be conducted as required in the following situations:

- When we initially established our IIPP;
- When new substances, processes, procedures, or equipment that present potential new hazards are introduced into our workplace;
- When new, previously unidentified hazards are recognized;
- When occupational injuries and illnesses occur; and
- Whenever workplace conditions warrant an inspection

Hazard Correction

When unsafe or unhealthy work conditions, practices, or procedures are observed or discovered, they will be corrected in a timely manner based on the severity of the hazards. When an imminent hazard exists that cannot be immediately corrected, the exposed employees will be removed from the immediate hazard except those needed to correct the condition and to address security issues. Employees who are required to correct the hazardous condition will be provided with the necessary protection.

Accident/Incident Investigations

Procedures for investigating workplace accidents and hazardous substance exposures include:

- Interviewing injured employees and witnesses;
- Examining the workplace for factors associated with the accident/exposure;
- Determining the cause of the accident/exposure;
- Taking corrective action to prevent the accident/exposure from reoccurring; and
- Recording the findings and actions taken.

Department-specific investigation and reporting procedures are located in the department IIPP supplements.

Training and Instruction

All employees will participate in safety training on general and job-specific hazards and safe work practices. Each supervisor and manager will be trained on all health and safety hazards to which employees under their immediate direction and control are exposed.

In addition to hazard-specific safety training, training will be provided when:

- The IIPP is first established
- New employees are hired
- Employees are reassigned to a new area or task with no prior training
- New substances, operations, or equipment are introduced

Department-specific training procedures are located in the department IIPP supplements.

Record Keeping

All the following IIPP documentation is maintained for three years:

- Safety training for each employee, including the employee's name, training dates, type of training, and training providers
- Inspections, including the person(s) conducting the inspection; the unsafe conditions and work practices identified; corrective action, and follow up
- Accidents, illnesses, and near-miss inspections that identify the root cause and corrective action taken
- Safety committee meeting minutes (*REMOVE IF YOU DO NOT PLAN TO HAVE A SAFETY COMMITTEE*)
- Annual program reviews

NAME OF DEPARTMENT IIPP Supplement

Responsibilities

The department manager has the overall authority and responsibility for ensuring the department IIPP supplement is effectively implemented throughout departmental operations. Supervisors have program oversight for operations under their direct supervision and control.

Compliance

The following department methods are used to reinforce employee compliance with safety work practices and procedures:

- Distribution of department policies and procedures
 - ENTER THE NAME AND/OR LOCATION OF THE DEPARTMENT DOCUMENTS
- Communicating IIPP responsibilities with all employees
- Employee training programs
- Recognizing employees who perform safe work practices
- Disciplinary process outlined in Enter Name Of Document.

Communication

Effective communications with employees have been established using the following methods:

- | | |
|--|--|
| <input type="checkbox"/> Department safety committee | <input type="checkbox"/> Safety newsletter, handouts |
| <input type="checkbox"/> Staff meetings every 00 days | <input type="checkbox"/> Employee safety recognition |
| <input type="checkbox"/> Tailgate meetings every 00 days | <input type="checkbox"/> Material safety data sheets |
| <input type="checkbox"/> Specific policies/procedures | <input type="checkbox"/> Posters and warning labels |
| <input type="checkbox"/> Department hazard assessment | <input type="checkbox"/> Other |
| <input type="checkbox"/> Employee safety training | (LIST) |

Employees are encouraged to report any potential health and safety hazard that may exist in the workplace. The Hazardous/Unsafe Condition Report form (see Attachment A) is located at ENTER LOCATION. Forms should be submitted to ENTER NAME/TITLE.

Hazard Assessment and Correction

Periodic Workplace Inspections

Inspections are conducted at the following department facilities or workplaces:

Facilities and Workplaces	Frequency

Department inspection forms are located at ENTER LOCATION.

Corrective Action

Supervisors will document corrective actions, including projected and actual completion dates. If an imminent hazard exists, work in the area must cease, and the manager must be contacted immediately. If the hazard cannot be immediately corrected without endangering employees or property, all personnel need to leave the area except those qualified and necessary to correct the condition. **NAME INDIVIDUAL(S) DESIGNATED TO DETERMINE APPROPRIATE ACTION FOR IMMINENT HAZARDS.**

Accident Investigation

Employees will immediately notify their supervisor when an injury or illness occurs on the job. Supervisors will promptly investigate all accidents, injuries, occupational illnesses, and near-miss incidents to determine the cause of the incident. Appropriate corrective actions will be implemented promptly to mitigate the hazards identified during the investigation.

The Accident Report for Workers' Compensation and the Supervisor's Report of Injury form will be completed and a copy retained. The forms are located at **ENTER LOCATION. OUTLINE ADDITIONAL DEPARTMENT PROCEDURES, IF REQUIRED.**

Note: Serious occupational injuries and illnesses must be reported to Cal/OSHA within eight hours after they have become known to the supervisor. This includes, but is not limited to, permanent disfigurement or hospitalization. Cal/OSHA notification will be the responsibility of **NAME OF RESPONSIBLE DEPARTMENT/PERSON.**

Training and Instruction

Health and safety training, covering both general work practices and job-specific hazard training, is the responsibility of the supervisor and **ENTER NAME(S) OF OTHER INDIVIDUALS, IF APPLICABLE.**

General and department specific safety training requirements are located at **ENTER LOCATION OF TRAINING REQUIREMENTS/MATRIX.**

Record Keeping and Documentation

The following documents are located at **ENTER DEPARTMENT RECORDS LOCATION** and will be maintained within the **Department IIPP Records** for at least the three years.

- Department Hazard Assessment
- Employee Hazard Report Forms
- Inspection Reports
- Accident Investigation Forms
- Hazard Correction Reports
- Employee Safety Training Requirements and Attendance Records

Attachment A

Hazardous/Unsafe Condition Report

Person conducting inspection: _____ Date: _____

Area(s) inspected:

Were any unsafe conditions or work practices identified? Yes No

If yes, please describe:

What action(s) have been taken to correct the unsafe conditions or work practices identified?



Safety and Risk Control Review

1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833

Regular Meeting

District:	Indian Valley Community Service District	Conducted by:	Mel Iida
Contact:	Chief Tony Balbiani	Date of Visit:	2021-01-21

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May 12, 2021

Injury and Illness Prevention Program (IIPP)			Notes and Recommended Actions	Corrective Actions Taken	Date
1.1	Is there a current IIPP in place?	No	Ensure your IIPP document is updated so it meets the current operational needs of the District. FASIS staff will send an updated customized IIPP to the District to help with this.		
1.2	Are documented safety inspections of apparatus and facilities conducted as required?	Yes			
1.3	Are effective accident investigations conducted and documented for all employee injuries and illnesses?	N/A			
1.4	Does the District have a temporary modified duty program in place?	N/A			
1.5	Does the District offer temporary modified duty assignments for employees with industrial injuries and illnesses whenever possible?	No	Consider offering temporary modified duty assignments for employees with industrial injuries and illnesses to help reduce the overall cost of workers' compensations claim costs.		
1.6	Is the District's designated medical clinic made aware of temporary modified duty assignment offerings?	No	The District's designated medical clinic should be aware the district will consider temporary modified duty assignments whenever possible.		



Safety and Risk Control Review

1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833

Regular Meeting

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Training			Notes and Recommended Actions	Corrective Actions Taken	Date
2.1	Is there a designated training officer or training committee in place?	Yes			
2.2	Have safety training requirements been established for all job classifications?	No	Establish training requirements for all job classifications.		
2.3	Is there a training calendar in place?	Yes			
2.4	Are steps are being taken to minimize injuries during training activities?	Yes			
2.5	What are your top training needs for the upcoming year?		structure, wildland, vehicle, medical and SOPs/SOGs		

Pre-employment Screening			Notes and Recommended Actions	Corrective Actions Taken	Date
3.1	Is Candidate Physical Ability Testing (CPAT), or similar testing, conducted as part of the pre-employment/post-offer hiring process?	No	Consider making the Candidate Physical Ability Test (CPAT), or similar testing, part of the pre-employment/post offer hiring process.		
3.2	Are pre-employment/post-offer medical exams conducted for all candidates?	No	Consider using OccuMed to facilitate pre-employment medical exams as part of the new hire process. FASIS will contact OccuMed on behalf of the District to help find an approved medical provider in their region		

May 12, 2021



Safety and Risk Control Review

1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833

Regular Meeting

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3.3	Does the District conduct medical exams for its current staff at least once every three years?	No	Consider using OccuMed to facilitate medical exams for your current staff.		
3.4	Are pre-employment/post-offer drug and alcohol screenings conducted for all candidates?	Yes			
3.5	Does the District utilize Occu-Med for its pre-employment/post-offer medical exams and drug and alcohol testing?	No	Consider using OccuMed when conducting medical exams and drug and alcohol testing.		
3.5.1	Who is the District using for its pre-employment/post-offer medical exams and drug and alcohol testing?		Plumas District Hospital or local clinic		
3.6	Does the District have a fitness-for-duty release requirement for employees returning to work after a prolonged medical absence from work?	Yes			

May 12, 2021

Respiratory Protection			Notes and Recommended Actions	Corrective Actions Taken	Date
4.1	Is there a current respiratory protection program in place?	No	FASIS staff will provide the District with a sample Respiratory Protection Program to be completed by the District.		
4.2	Are all affected employees provided with medical exams or evaluations prior to being allowed to wear respiratory protection, including self-contained breathing apparatus (SCBAs)?	No	Provide respiratory medical exams or medical evaluations, such as the OSHA respiratory questionnaire, to all affect employees prior to allowing them to use a respirator. If the questionnaire is used, it can be reviewed by		



			OccuMed.		
4.3	Are all affected employees provided annual fit tests for all respirators used?	No	Conduct annual fit testing for all employees who are required to use respirators.		
4.4	What type of fit test is performed?				
4.5	Have all affected employees received training on SCBA use?	Yes			
4.6	Are SCBA inspected and maintained by a person trained by the manufacturer?	Yes			

Bloodborne Pathogens Exposure (BBP)			Notes and Recommended Actions	Corrective Actions Taken	Date
5.1	Is there a current BBP program in place?	No	FASIS staff will provide the District with a sample BBP Program to be completed by the District.		
5.2	Do employees receive BBP training upon hire and annually thereafter?	No	Conduct BBP training upon hiring and annually to all affected employees.		
5.3	Are employees offered hepatitis B vaccinations upon hire at no cost to the employee?	No	Offer hepatitis B vaccinations to all affected employees at no cost to the employee. Check with your designation medical clinic or local hospital to see if they can administer the vaccinations.		
5.4	Do employees sign a declination form if they decline the hepatitis B vaccination?	No	Ensure all employees who decline the District's offer for a hepatitis B		



Safety and Risk Control Review

1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833

Regular Meeting

			vaccination sign a hepatitis B declination form. The District must keep the form on file.	
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Aerosol Transmissible Diseases (ATD)			Notes and Recommended Actions	Corrective Actions Taken	Date
6.1	Do employees perform any high hazard tasks, such as medical transport, aerosolized administration of medications, suctioning, intubation, or other aerosol generating procedures? (If no, then the other questions in this section do not apply and mark N/A).	No			
6.2	Is there a current ATD program in place?	N/A			
6.3	Do affected employees receive ATD training upon hire and annually thereafter?	N/A			
6.4	Are affected employees offered ATD vaccinations (influenza, measles, mumps, rubella, Tdap and chicken pox) at no cost?	N/A			

May 12, 2021

Alcohol and Drug Policy			Notes and Recommended Actions	Corrective Actions Taken	Date
7.1	Have District officers received training in reasonable suspicion of controlled substances and alcohol?	No	Consider providing District officers with reasonable suspicion training for controlled substances and alcohol.		



Wellness			Notes and Recommended Actions	Corrective Actions Taken	Date
8.1	Has the District conducted physical fitness training in the last year?	No	Consider allowing time and resources for firefighters to perform physical fitness exercises.		
8.2	Are there duty-related, written exercise routines in place?	No	Consider developing duty-related exercises for firefighters.		
8.3	Are there peer fitness trainers on staff?	No	Consider designating a person to be a peer fitness trainer.		

Standard Operating Procedures (SOP)			Notes and Recommended Actions	Corrective Actions Taken	Date
9.1	Is there an SOP for two-in two-out?	No	FASIS staff will send the District an example of a Two-in Two-out SOP.		
9.2	Is there an SOP for SCBA use?	No	FASIS staff will send the District an example of a SCBA SOP		
9.3	Is there an SOP for fire ground protocols?	No	FASIS staff will send the District an example of a fire ground SOP.		
9.4	Is there an SOP for wildland fire?	No	FASIS staff will send the District an example of a wild land fire SOP.		
9.5	Is there an SOP for rehab?	No	FASIS staff will send the District an example of a rehabilitation SOP.		
9.6	Is there an SOP for confined space?	No	FASIS staff will send the District an example of a confined space SOP.		



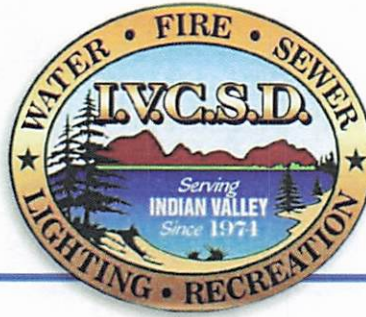
Safety and Risk Control Review

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9.7	Is there an SOP for specialized operations; e.g., high-angle rescue, swift water rescue?	N/A			
9.8	Is there an SOP for driving: non-emergency, emergency, etc.?	No	FASIS staff will send the District an example of a driving SOP.		
9.9	Is there an SOP for apparatus parking?	No	FASIS staff will send the District an example of an apparatus parking SOP.		

Workplace Violence in Healthcare			Notes and Recommended Actions	Corrective Actions Taken	Date
10.1	Does the District have certified EMT-1, certified EMT-2, or licensed paramedic personnel?	No			
10.2	Do they provide medical care per Title 22 Division 9 at the scene of an emergency, during transport, or during an inter-facility transfer?	No			
10.3	Does your District have a Workplace Violence in Health Care Program?	N/A			

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Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #5c

Plumas County Hwy 89 Sidewalk Agreement

PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 Facsimile (530) 283-6323
Robert A. Perreault Jr., P.E., Director John Mannle, P.E., Asst. Director Joe Blackwell, Deputy Director



November 18, 2020

Wayne Dannemiller, Chair
Indian Valley Community Services District
127 Crescent Street, #1
Greenville, CA 95947

SUBJECT: Maintenance Agreement between Plumas County and Indian Valley Community Services District within State Right Of Way on Route 89 within the County of Plumas – “Greenville Streetscape”

Dear Mr. Dannemiller:

Enclosed for your district’s review is a copy of the proposed Maintenance Agreement between Plumas County and the Indian Valley Community Services District (IVCSD). The Plumas County Board of Supervisors approved the Agreement on September 12, 2017. A copy of this Maintenance Agreement was sent to your former Manager, Chris Gallagher, on March 19, 2019.

This agreement follows the execution of the agreement between Plumas County and the State of California, acting by and through the Department of Transportation, on October 2, 2017. The agreement between the State of California and Plumas County, transfers maintenance responsibilities to the County (acting through its Department of Public Work) for the following facilities:

1. Irrigation components
2. Planters
3. Mulch
4. Litter and weed removal
5. Sidewalks
6. Curb ramps
7. Decorative concrete sidewalks including the aesthetic treatments
8. Bulb-outs
9. Decorative street lighting
10. Decorative intersection lighting
11. Metal tubular railing
12. Paint (located on the decorative lighting system and metal tubular railing)
13. Hardscape and boulders

*Defer to you
type of a
GM*

Attached for your reference, is an executed copy of the agreement between Plumas County and the State of California.

The Maintenance Agreement between the County and IVCSD has the County retaining maintenance responsibilities for the following facilities:

1. Sidewalks
2. Curb ramps
3. Decorative concrete sidewalks including the aesthetic treatments
4. Bulb-outs

IVCSD accepts maintenance responsibilities for the following facilities:

1. Irrigation components
2. Planters
3. Mulch
4. Litter and weed removal
5. Decorative street lighting
6. Decorative intersection lighting
7. Metal tubular railing
8. Paint (located on the decorative lighting system and metal tubular railing)
9. Hardscape and boulders

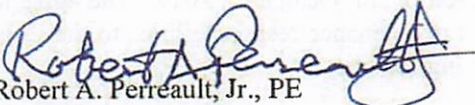
Two copies of the agreement between Plumas County and IVCSD are enclosed and ready for review and signature. Please let me know if your Board concurs with the submitted agreement or if your Board wishes the Department of Public Works to present the agreement at a scheduled IVCSD Board Meeting.

If you concur with the agreement, please sign one copy and return the other to the Plumas County Public Works Department.

In regard to the Greenville Water and Sewer Utilities Project, the Department of Public Works has completed the copying all pertinent design and construction documents for transmittal to the IVCSD.

Please contact me if you have any questions.

Very truly yours,


Robert A. Perreault, Jr., PE
Director of Public Works

Enclosures: Maintenance Agreement between Plumas County and Indian Valley Community Services District within State Right Of Way on Route 89 within the County of Plumas – “Greenville Streetscape”

Maintenance Agreement between Plumas County and State of California within State Right Of Way on Route 89 within the County of Plumas – “Greenville Streetscape”

Copy without Enclosures to:

- Supervisor Kevin Goss
- County Administrator Gabriel Hydrick
- Lee Anne Schramel, IVCSD Board Member
- Jeff Titcomb, IVCSD Secretary
- Joe Blackwell
- John Mannle
- Jim Graham
- Damien Frank

**MAINTENANCE AGREEMENT BETWEEN
PLUMAS COUNTY AND INDIAN VALLEY COMMUNITY SERVICES DISTRICT
WITHIN STATE HIGHWAY RIGHT OF WAY
ON ROUTE 89 WITHIN THE COUNTY OF PLUMAS**

“GREENVILLE STREETSCAPE”

THIS AGREEMENT is made effective this _____ day of _____, 2021, by and between the County of Plumas, acting by and through the Department of Public Works, hereinafter referred to as “COUNTY” and the Indian Valley Community Services District, hereinafter referred to as “DISTRICT” and collectively referred to as “PARTIES”.

SECTION I

RECITALS

- A. PARTIES desire to work together to allocate their respective obligations relative to newly constructed or revised improvements within STATE’s right of way by STIP Amendment number 14S-17, dated June 25, 2015.
- B. COUNTY and the State of California, acting by and through its Department of Transportation (“STATE”), intend to enter into a “Maintenance Agreement with the State Right of Way on Route 89 within the County of Plumas –Greenville Streetscape: a copy of which is attached hereto as Exhibit 1, and made a part hereof by this reference.
- C. This Agreement addresses responsibility for the irrigation components, planters, mulch, litter and weed removal, decorative street lighting, decorative intersection lighting, metal tubular railing, paint (located on the decorative lighting system and metal tubular railing), hardscape and boulders (collectively the “FACILITIES”) placed within State Highway right of way on State Route 89, as shown as attachments to Exhibit 1.
- D. This Agreement reflects STATE’S policy that Caltrans may enter into only one Maintenance Agreement for the highway features within the right-of-way area on State Route 89 in Greenville (Plumas County), California, and that any third party Agreement be separate from the Agreement between Caltrans and Plumas County. This Agreement is such a third party Agreement between the COUNTY and the DISTRICT, created for establishing the fair-share costs to be borne by the DISTRICT.

NOW THEREFORE, IT IS AGREED AS FOLLOWS:

SECTION II

AGREEMENT

1. In consideration of the mutual covenants and promises herein contained, COUNTY and DISTRICT agree as follows:
 - 1.1. PARTIES have agreed to an allocation of maintenance responsibilities that includes, but is not limited to, inspection, providing emergency repair, replacement, and maintenance, (collectively hereinafter "MAINTAIN/ MAINTENANCE") of FACILITIES as set forth in attachments to Exhibit 1.
 - 1.2. DISTRICT acknowledges that the COUNTY, now or in the future, is not to be responsible to bear the costs (including associated permit-related cost) associated with features that benefit the DISTRICT, regardless of whether such costs are result of mutual request, or by mandate or sole decision of Caltrans.
2. COUNTY agrees to do the following:

2.1 To MAINTAIN the sidewalks, curb ramps, decorative concrete sidewalks, including aesthetic treatments, and bulb-outs, as set forth under Section 4 of Caltrans Maintenance Agreement No. 02-MTC15-002, entitled,

**MAINTENANCE AGREEMENT BETWEEN
CALTRANS AND PLUMAS COUNTY
WITHIN STATE HIGHWAY RIGHT OF WAY
ON ROUTE 89 WITHIN THE COUNTY OF PLUMAS
"GREENVILLE STREETScape,"**

all subject to the provisions of Section 1., above.

3. DISTRICT agrees to do the following:
 - 3.1. To MAINTAIN the irrigation components, planters, mulch, litter and weed removal, decorative street lighting, decorative intersection lighting, metal tubular railing, paint (located on the decorative lighting system and metal tubular railing), hardscape and boulders.
 - 3.2. In the event that the IVCS fails to perform items in Section 3.1, above, and such work is deemed necessary by, and performed by, the COUNTY through its Department of Public Works, the IVCS will reimburse the COUNTY, for all costs incurred by COUNTY, for the maintenance of the irrigation components, planters, mulch, litter and weed removal, decorative street lighting, decorative intersection lighting, metal tubular railing, paint (located on the decorative lighting system and metal tubular railing), hardscape and boulders.

4. LEGAL RELATIONS AND RESPONSIBILITIES:

4.1. Nothing within the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not parties to this Agreement, or affect the legal liability of either PARTY to this Agreement by imposing any standard of care respecting the design, construction and maintenance of these STATE highway improvements or COUNTY facilities different from the standard of care imposed by law.

4.2. Any action, pursuant to this AGREEMENT, requiring NOTICE to the COUNTY shall be in writing and addressed to:

Director of Public Works
Plumas County
1834 East Main Street
Quincy, CA 95971

4.3. Any action, pursuant to this AGREEMENT, requiring NOTICE to the DISTRICT shall be in writing and addressed to:

Indian Valley Community Services District
127 Crescent Street, #1
Greenville, CA 95947

4.4 For purposes of convenience and efficiency, any communications not affecting the scope of work or the rights of the parties under this agreement may be transmitted via e-mail. E-mail communications that are not replied to are not effective.

5. PREVAILING WAGES:

5.1 Labor Code Compliance – If the work performed on this Project is done under contract and falls within the Labor Code section 1720(a)(1) definition of a "public work" in that it is construction, alteration, demolition, installation, or repair; or maintenance work under Labor Code section 1771. COUNTY must conform to the provisions of Labor Code sections 1720 through 1815, and all applicable provisions of California Code of Regulations found in Title 8, Chapter 8, Subchapter 3, Articles 1-7. COUNTY agrees to include prevailing wage requirements in its contracts for public work. Work performed by COUNTY'S own forces is exempt from the Labor Code's Prevailing Wage requirements.

5.2 Requirements in Subcontracts – COUNTY shall require its contractors to include prevailing wage requirements in all subcontracts funded by this Agreement when the work to be performed by the subcontractor is a "public work" as defined in Labor Code Section 1720(a)(1) and Labor Code Section 1771. Subcontracts shall include all prevailing wage requirements set forth in COUNTY'S contracts

5.3 Work Performed by the DISTRICT - If there is a mutual agreement between COUNTY and DISTRICT that DISTRICT crews will perform certain work, then the arrangement will be documented in a separate agreement before any work commences. Work performed by DISTRICT's own forces is exempt from the Labor Code's Prevailing Wage requirements.

- 6. TERMINATION - This Agreement may be terminated by timely mutual written consent by PARTIES, following discussions by the PARTIES with the State (Caltrans).
- 7. TERM OF AGREEMENT - The Term of this Agreement shall be coextensive with the term of the agreement between COUNTY and STATE as set forth in Exhibit 1, or until amended or terminated at any time upon mutual consent of the PARTIES.

PARTIES are empowered by Streets and Highways Code Section 114 & 130 to enter into this Agreement and have delegated to the undersigned the authority to execute this Agreement on behalf of the respective agencies and covenants to have followed all the necessary legal requirements to validly execute this Agreement.

IN WITNESS WHEREOF, the PARTIES hereto have set their hands and seals the day and year first above written.

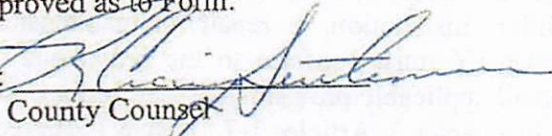
COUNTY OF PLUMAS

By: _____ Date _____
Chair, Board of Supervisors

INDIAN VALLEY COMMUNITY SERVICES DISTRICT

By: _____ Date _____
Chair, Governing Board

Approved as to Form:

By:  _____
County Counsel

Approved as to Form:

By: _____
Attorney for District

Attachment: Exhibit 1 (Caltrans/County Maintenance Agreement No. 02-MTC15-002, including attachments)

**MAINTENANCE AGREEMENT
WITHIN STATE HIGHWAY RIGHT OF WAY
ON ROUTE 89 WITHIN THE COUNTY OF PLUMAS
"GREENVILLE STREETSCAPE"**

THIS AGREEMENT is made effective this 2nd day of October, 2017, by and between the State of California, acting by and through the Department of Transportation, hereinafter referred to as "STATE" and the COUNTY of PLUMAS; hereinafter referred to as "COUNTY" and collectively referred to as "PARTIES".

SECTION I

RECITALS

1. PARTIES desire to work together to allocate their respective obligations relative to newly constructed or revised improvements within STATE's right of way by STIP Amendment number 14S-17, dated June 25, 2015.
2. This Agreement addresses COUNTY responsibility for the irrigation components, planters, mulch, litter and weed removal, sidewalks, curb ramps, decorative concrete sidewalks including the aesthetic treatments, bulb-outs, decorative street lighting, decorative intersection lighting, metal tubular railing, paint (located on the decorative lighting system and metal tubular railing), hardscape and boulders (collectively the "FACILITIES") placed within State Highway right of way on State Route 89, as shown on Exhibit A, attached to and made a part of this Agreement.

NOW THEREFORE, IT IS AGREED AS FOLLOWS:

SECTION II

AGREEMENT

3. In consideration of the mutual covenants and promises herein contained, COUNTY and STATE agree as follows:
 - 3.1. PARTIES have agreed to an allocation of maintenance responsibilities that includes, but is not limited to, inspection, providing emergency repair, replacement, and maintenance, (collectively hereinafter "MAINTAIN/MAINTENANCE") of FACILITIES as shown on said Exhibit "A."
 - 3.2. When a planned future improvement is constructed and/or a minor revision has been effected with STATE's consent or initiation within the limits of the STATE's right of way herein described which affects PARTIES' Division of Maintenance's responsibility as described herein, PARTIES will agree upon and execute a new dated and revised Exhibit "A" which will be made a part hereof and will thereafter supersede the attached original Exhibit "A" to thereafter become a part of this Agreement. The new exhibit can be executed only upon written consent of the PARTIES hereto acting by and through their authorized representatives. No formal amendment to this Agreement will be required.

4. COUNTY agrees, at COUNTY expense, to do the following:
 - 4.1. To MAINTAIN all FACILITIES within the Agreement limits of the STATE highway right of way, as shown on Exhibit A, at COUNTY expense. MAINTENANCE includes, but is not limited to, concrete repair, replacement and to grind or patch vertical variations in elevation of sidewalks for an acceptable walking surface, and the removal of dirt, debris, graffiti, stickers, weeds, and any deleterious item or material on or about sidewalks, unless said displacement or damage is caused by STATE or STATE's contractor.
 - 4.2. COUNTY may install, or contract, authorizing a licensed contractor with appropriate class of license in the State of California, to install and thereafter MAINTAIN (Section 27 of the Streets and Highways Code) under State Encroachment Permit FACILITIES conforming to those plans and specifications (PS&E) pre-approved by STATE.
 - 4.3. COUNTY shall ensure that FACILITIES designated on Exhibit "A" are provided with adequate scheduled routine MAINTENANCE necessary to MAINTAIN a neat and attractive appearance.
 - 4.4. An Encroachment Permit may be required for any changes to the scope of work allowed by this Agreement prior to the start of any work within STATE's right of way.
 - 4.5. COUNTY contractors will be required to obtain an Encroachment Permit prior to the start of any work within STATE's right of way.
 - 4.6. To MAINTAIN, repair and operate the irrigation components.
 - 4.7. To control weeds at a level acceptable to the STATE. Any weed control performed by chemical weed sprays (herbicides) shall comply with all laws, rules, and regulations established by the California Department of Food and Agriculture. All chemical spray operations shall be reported quarterly (Form LA17) by the COUNTY to the STATE at the following address: Caltrans, District Maintenance at 1657 Riverside Dr., MS 17, Redding Ca 96001.
 - 4.8. To remove FACILITIES and appurtenances and restore STATE owned areas to a safe and attractive condition acceptable to STATE in the event this Agreement is terminated as set forth herein.
 - 4.9. To furnish and maintain all decorative street lighting poles, bulbs, fixtures, that are damaged or in need of replacement.
 - 4.10. To furnish and have available an adequate inventory of decorative intersection lighting poles, bulbs, fixtures, and provide to the STATE, in the event of damage or the need of replacement.
 - 4.11. To inspect FACILITIES on a regular monthly or weekly basis to ensure the safe operation and condition of the FACILITIES.

- 4.12. To remove snow and ice from sidewalks per Streets and Highway Code, Section 5610.
 - 4.13. To expeditiously MAINTAIN, replace, repair or remove from service any FACILITIES system component that has become unsafe or unsightly.
 - 4.14. All work by or on behalf of COUNTY will be done at no cost to STATE, unless said work is the result of displacement or damage caused by STATE and/or STATE's contractor.
5. STATE agrees to do the following:
- 5.1. Provide COUNTY with timely written notice of unsatisfactory conditions that require correction by the COUNTY. However, the non-receipt of notice does not excuse COUNTY from maintenance responsibilities assumed under this Agreement.
 - 5.2. Issue encroachment permits to COUNTY and COUNTY contractors at no cost to them.
 - 5.3. To repair any bulb-outs that has been damaged more severely than normal wear and tear, resulting from STATE maintenance activities.
 - 5.4. To maintain and repair all decorative intersection lighting that has been damaged or in need of replacement, as furnished by the COUNTY, as shown in Exhibit A of the Traffic Signal and Lighting Agreement.
 - 5.5. To rehabilitate or replace FACILITIES within STATE right of way that have displaced vertically from original grade (by more than one inch) at STATE expense unless said displacement is caused by COUNTY or COUNTY's contractors inaction, activities, plantings or facilities.
6. LEGAL RELATIONS AND RESPONSIBILITIES:
- 6.1. Nothing within the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not parties to this Agreement, or affect the legal liability of either PARTY to this Agreement by imposing any standard of care respecting the design, construction and maintenance of these STATE highway improvements or COUNTY facilities different from the standard of care imposed by law.
 - 6.2. If during the term of this Agreement, COUNTY should cease to MAINTAIN the FACILITIES to the satisfaction of STATE as provided by this Agreement, STATE may either undertake to perform that MAINTENANCE on behalf of COUNTY at COUNTY's expense or direct COUNTY to remove or itself remove FACILITIES at COUNTY's sole expense and restore STATE's right of way to its prior or a safe

operable condition. COUNTY hereby agrees to pay said STATE expenses, within thirty (30) days of receipt of billing by STATE. However, prior to STATE performing any MAINTENANCE or removing FACILITIES, STATE will provide written notice to COUNTY to cure the default and COUNTY will have thirty (30) days within which to affect that cure.

6.3. Neither COUNTY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by STATE under or in connection with any work, authority or jurisdiction arising under this Agreement. It is understood and agreed that STATE shall fully defend, indemnify and save harmless COUNTY and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation and other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE under this Agreement with the exception of those actions of STATE necessary to cure a noticed default on the part of COUNTY.

6.4. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by COUNTY under or in connection with any work, authority or jurisdiction arising under this Agreement. It is understood and agreed that COUNTY shall fully defend, indemnify and save harmless STATE and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by COUNTY under this Agreement.

6.5. Any action, pursuant to this AGREEMENT, requiring NOTICE to the COUNTY shall be in writing and addressed to:
Director of Public Works
Plumas County
1834 East Main Street
Quincy, Ca 95971

6.6. Notwithstanding Paragraph 6.5 above, the parties may use e-mail for purpose of convenience and efficiency, any communications not affecting the scope of work or the rights of the parties under this agreement may be transmitted via e-mail.

7. PREVAILING WAGES:

7.1. Labor Code Compliance- If the work performed on this Project is done under contract and falls within the Labor Code section 1720(a)(1) definition of a "public work" in that it is construction, alteration, demolition, installation, or repair; or maintenance work under Labor Code section 1771. COUNTY must conform to the provisions of Labor Code sections 1720 through 1815, and all applicable provisions of California Code of Regulations found in Title 8, Chapter 8, Subchapter 3, Articles

1-7. COUNTY agrees to include prevailing wage requirements in its contracts for public work. Work performed by COUNTY'S own forces is exempt from the Labor Code's Prevailing Wage requirements.

7.2. Requirements in Subcontracts - COUNTY shall require its contractors to include prevailing wage requirements in all subcontracts funded by this Agreement when the work to be performed by the subcontractor is a "public work" as defined in Labor Code Section 1720(a)(1) and Labor Code Section 1771. Subcontracts shall include all prevailing wage requirements set forth in COUNTY's contracts

8. **INSURANCE** - COUNTY and its contractors shall maintain in force, during the term of this agreement, a policy of general liability insurance, including coverage of bodily injury liability and property damage liability, naming the STATE, its officers, agents and employees as the additional insured in an amount of \$1 million per occurrence and \$2 million in aggregate and \$5 million in excess. Coverage shall be evidenced by a certificate of insurance in a form satisfactory to the STATE that shall be delivered to the STATE with a signed copy of this Agreement.

8.1. **SELF-INSURED** - COUNTY is self insured. COUNTY agrees to deliver evidence of self-insured coverage in a form satisfactory to STATE, along with a signed copy of the Agreement.

8.2. **SELF-INSURED using Contractor** - If the work performed on this Project is done under contract COUNTY shall require its contractors to maintain in force, during the term of this agreement, a policy of general liability insurance, including coverage of bodily injury liability and property damage liability, naming the STATE, its officers, agents and employees as the additional insured in an amount of \$1 million per occurrence and \$2 million in aggregate and \$5 million in excess. Coverage shall be evidenced by a certificate of insurance in a form satisfactory to the STATE that shall be delivered to the STATE with a signed copy of this Agreement.

9. **TERMINATION** - This Agreement may be terminated by timely mutual written consent by PARTIES, and COUNTY's failure to comply with the provisions of this Agreement may be grounds for a Notice of Termination by STATE.

10. **TERM OF AGREEMENT** - This Agreement shall become effective on the date first shown on its face sheet and shall remain in full force and effect until amended or terminated at any time upon mutual consent of the PARTIES or until terminated by STATE for cause.

PARTIES are empowered by Streets and Highways Code Section 114 & 130 to enter into this Agreement and have delegated to the undersigned the authority to execute this Agreement on behalf of the respective agencies and covenants to have followed all the necessary legal requirements to validly execute this Agreement.

(signatures follow on next page)

IN WITNESS WHEREOF, the PARTIES hereto have set their hands and seals the day and year first above written.

THE COUNTY OF PLUMAS

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

By: Lori Simpson
Chair, Board of Supervisors

MALCOLM DOUGHERTY
Director of Transportation

By: [Signature]
Deputy District Director
Maintenance District

Approved as to Form:

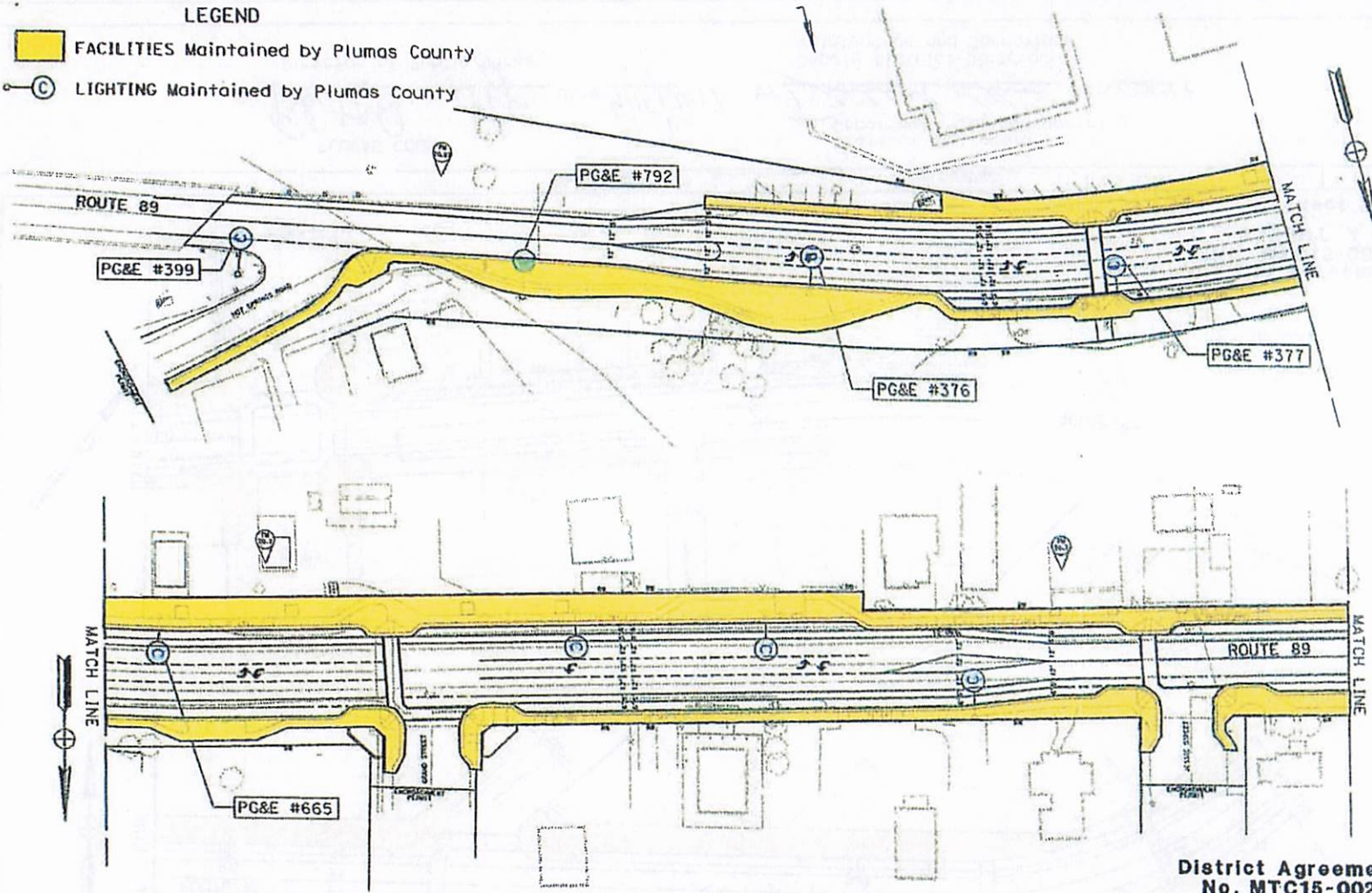
As to Form and Procedure:

By: [Signature]
County Attorney

By: [Signature]
Attorney
Department of Transportation

LEGEND

- FACILITIES Maintained by Plumas County
- C LIGHTING Maintained by Plumas County



District Agreement
 No. MTC15-002
 EXHIBIT A

Not to Scale
 Sheet 1 OF 2

FOR REDUCED PLANS ORIGINAL SCALE IN FEET AND DECIMALS
 0 20 40 60 80
 STATE OF CALIFORNIA
 ROAD FILE 02-PLU-89-20.0/20.6

PLUMAS COUNTY
 By Robert A. Rensault Date 9/15/2017
 Director of Public Works

State of California
 Department of Transportation
 By [Signature] Date 10-2-17
 Deputy District Director
 Maintenance and Operations

Regular Meeting

Page 35 of 77


May 12, 2021

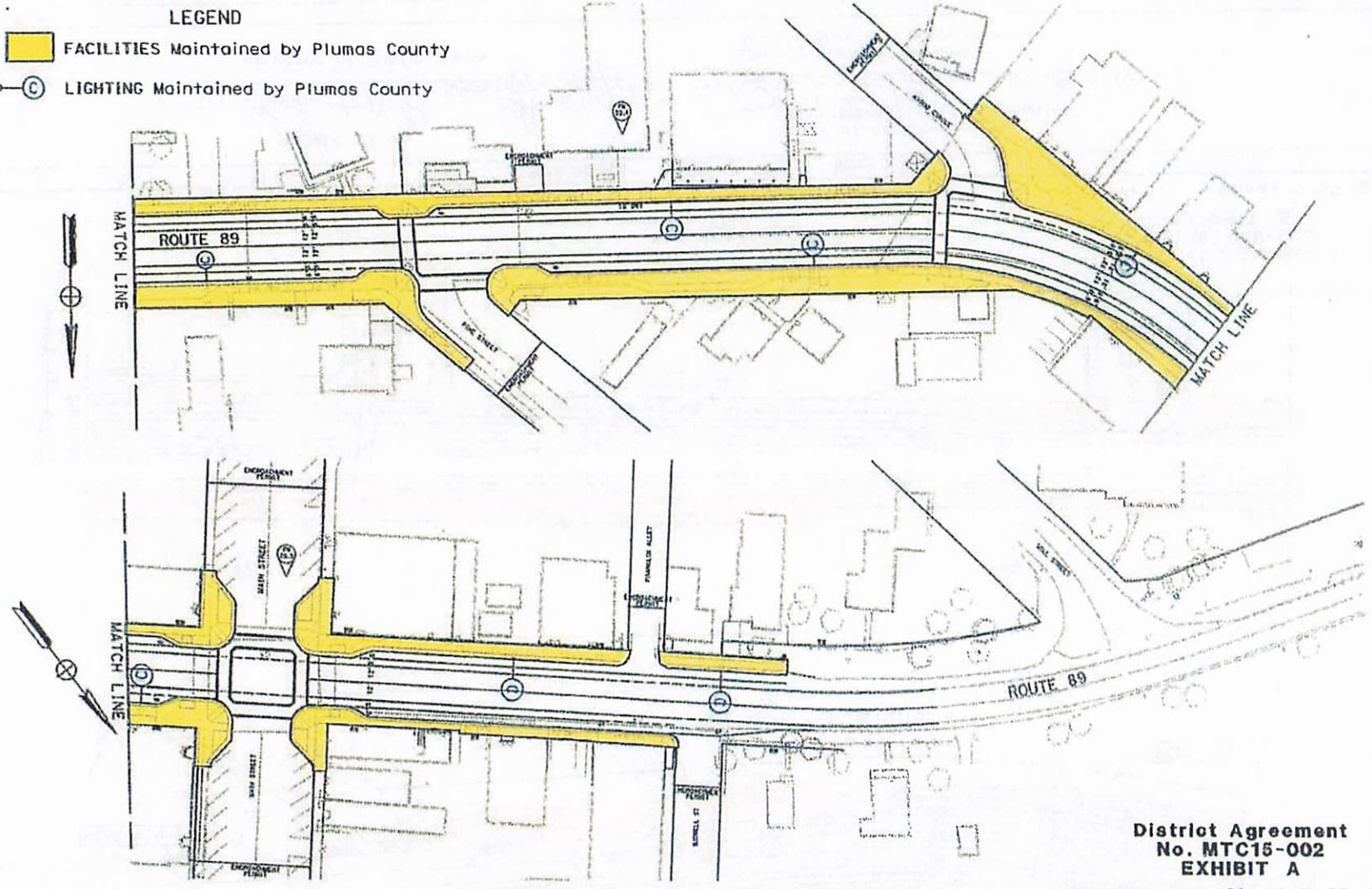
STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION
 CONTRACT NO. 02-PLU-89-20.0/20.6
 PROJECT NO. 02-PLU-89-20.0/20.6
 SHEET NO. 1 OF 2
 DATE: 10/2/17

CONTRACT NO. 02-PLU-89-20.0/20.6
 PROJECT NO. 02-PLU-89-20.0/20.6
 SHEET NO. 1 OF 2
 DATE: 10/2/17

LEGEND

 FACILITIES Maintained by Plumas County

 LIGHTING Maintained by Plumas County



District Agreement
No. MTC15-002
EXHIBIT A

Not to Scale Sheet 2 OF 2

FOR REDUCED PLANS ORIGINAL SCALE IS 1/8" = 1' MILLIMETERS

PLUMAS COUNTY
By *Robert A. Resendiz*
Director of Public Works

Date 9/15/2017

State of California
Department of Transportation
By *Daniel J. [Signature]*
Deputy District Director
Maintenance and Operations

Date 10-2-17

Regular Meeting

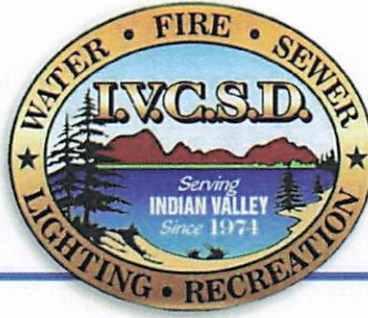
Page 36 of 77

May 12, 2021

DEPARTMENT OF TRANSPORTATION - DIVISION OF HIGHWAYS
STATE OF CALIFORNIA
PLUMAS COUNTY
ROUTE 89
MTC15-002
EXHIBIT A
SHEET 2 OF 2

DATE PLOTTED: 10/2/17 10:11 AM
PLOT FILE: C:\WORK\151111\151111.dwg

Indian Valley CSD
PO Box 899
127 Crescent Street
Greenville, CA 95947
530.284.7224 phone
530.284.0894 fax
ivcsd@frontiernet.net



Board of Directors
Mina Admire
Wayne Dannemiller
Robert Heard
Bob Orange
Lee Anne Schramel

www.indianvalleycsd.com

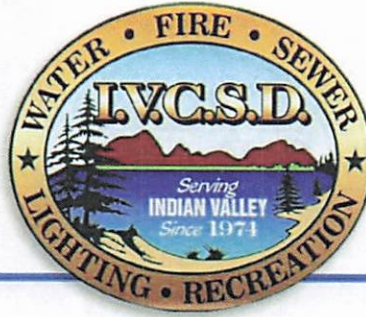
Regular Meeting of the Board of Directors

Wednesday, May 12, 2021

Item #6a

April 21, 2021

Minutes



MINUTES Special Meeting of the Board of Directors

Wednesday, April 21, 2021 at 6:00 pm
Town Hall, 120 Bidwell Street, Greenville, CA 95947

In alignment with State of California and Plumas County COVID-19 regulations, MASKS WERE MANDATORY at this meeting. Seating was spaced 6' apart to ensure social distancing.

1. Call to Order and Roll Call

Chair Orange called the meeting to order at **6:01 pm** and did the roll call.
Directors Orange, Schramel, and Admire were present.
Director Dannemiller was absent.
One director position remains vacant.
Receptionist Towers and Volunteer Firefighter Dan Kearns (*arriving later*) were present.

2. Pledge of Allegiance

Chair Orange led the pledge of allegiance.

3. Agenda Approval

➤ MOTION:

Vice-Chair Schramel made a motion to approve the agenda.
Director Admire seconded the motion.

➤ VOTE:

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).
The motion passed with a unanimous “Yes” vote.

4. Public Comment:

Chair Orange read the following statement, “*The public may address the Board ONLY on items on the agenda. Pursuant to state law, the Board may not discuss nor take action on non-agenda items except under special circumstances. Speakers should limit their remarks to five minutes or as decided by the Chairperson.*”

There were no members of the public present at this time, therefore, there were no public comments.

5. Board of Directors:

a. Approve Minutes Discussion/Action

- March 10, 2021 – Special Meeting (*page 3 of agenda packet*)

➤ MOTION:

Chair Orange made a motion to approve the March 10, 2021 Minutes.
Director Admire seconded the motion.



➤ **VOTE:**

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).

The motion passed with a unanimous “Yes” vote.

- b. Approve Extended Leave of Absence for Director Dannemiller** *Discussion/Action*
Chair Orange read the memo submitted by Director Dannemiller.

➤ **MOTION:**

Vice-Chair Schramel made a motion to approve Director Dannemiller’s request for an extended leave of absence.

Chair Orange seconded the motion.

Board Note: Need to look into getting the technical equipment necessary for remote access to in-person meetings.

➤ **VOTE:**

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).

The motion passed with a unanimous “Yes” vote.

Need to look into getting the tech equipment necessary for remote access to in-person meetings.

- c. Review and Approve Outreach to Fill Vacant Director’s Position** *Discussion/Action*

The Board reviewed the outreach notice and attached documents. Vice-Chair Schramel explained the Board Clerk Titcomb had already posted the vacancy and notified Plumas County per State law. She stated the outreach was written in coordination with Greg Einhorn, District’s Legal Counsel. Language describing the District was similar to that used in the General Manager’s outreach notice. The desirable qualities of a Board Director were taken from CA Special Districts Association Board Director training manual.

The vacant position’s term is up in 2023. She noted that the Directors’ term dates need to be updated on the Board of Directors page on the District’s website (*specifically 2019 needs to be updated to 2023*) and requested Receptionist Towers made the required updates in Board Clerk Titcomb’s absence.

She encouraged Board Members to talk with people who may be interested in becoming a Director. Letters of interest need to be submitted no later than close of business on Thursday, May 6th via email, online, or by dropping off a hardcopy at the District Office. The Board will need to swear in a new Director by the 60-day deadline thereby requiring the decision be made at the Regular Meeting on May 12, 2021.

➤ **MOTION:**

Director Admire made a motion to approve the outreach notice to fill the vacant director’s position.

Chair Orange seconded the motion.

➤ **VOTE:**

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).

The motion passed with a unanimous “Yes” vote.

- d. Public Information** *Discussion/Action*

The Board discussed the need to temporarily assign Vice-Chair Schramel access to the District’s Facebook page and Director Admire access to the District’s website for posting Board and other District information as needed. Vice-Chair Schramel explained this access is part of the Continuing



Operations that need to be in place.

➤ **MOTION:**

Director Admire made a motion to temporarily assign Vice-Chair Schramel access to the District’s Facebook page and Director Admire access to the District’s website for posting Board and other District information as needed.

Chair Orange seconded the motion.

➤ **VOTE:**

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).

The motion passed with a unanimous “Yes” vote.

➤ **DIRECTION GIVEN:**

Direction was given for Office Manager Titcomb to provide the necessary information for Vice-Chair Schramel to have temporary access to the District’s Facebook page and for Director Admire to have temporary access to the District’s website for posting Board and other District information as needed.

e. Continuing Operations *Discussion/Action*

The Board discussed the need to acquire the passcode from Office Manager Titcomb for the Board Chair to update QuickBooks for District’s CPA. Mandy McGarva, the District’s CPA, notified the Board last week the District’s QuickBooks account needs to be updated in order to continue processing payroll. Since the District retains the Admin rights for the account, the Board Chair, in the absence of a General Manager, will need to coordinate the update and get it completed prior to the next payroll cycle.

➤ **DIRECTION GIVEN:**

Direction was given for Office Manager Titcomb and/or Receptionist Towers to provide the passcode for QuickBooks to Chair Orange in order to work with the District’s CPA, Mandy McGarva, to update QuickBooks.

f. Approve Resolution #2021-012 Update Authorized Representative & Administrative Contract for State of California and Federal Fire Agencies California Fire Assistance Agreement (CFAA) *Discussion/Action*

Vice-Chair Schramel read the resolutions. They are necessary to ensure the District can conduct business with wildland fire partners and payment for services can be received in a timely manner.

They are necessary to ensure the District can conduct business with our wildland fire partners and payment for our services can be received in a timely manner.

As background and regarding the billing/payment process for wildland firefighting payment from CA Office of Emergency Services (CalOES), she indicated that form 42 is submitted by fire crews to the timekeeper at the Incident Command Post (ICP). The “42” has all crew/equipment identification & time information, etc. from the fire. CalOES then sends a form 142 (*invoice*) back to the District for review and then payment is made.

While the former Fire Chief had informed the Board on multiple occasions the billing was complete, payment had not been received by the District for two separate engine/crew assignments to the North Complex Fire. Because the District had still not received payment as of March 12, 2021, Vice-Chair Schramel contacted CalOES and discovered they had the District 142s on-hold because the required paperwork was not on file. As of this meeting, the Portal-to-Portal agreement that was signed by the



Board, and according to the former General Manager, submitted by him via email several years ago, had not been located. The 2020 Salary survey was submitted late (*Due by June 1; received in early September 2020*) and was inaccurate; CalOES has indicated they will honor an updated salary survey.

➤ **MOTION:**

Director Admire made a motion to adopt Resolution #2021-012 authorizing and designating Board Chair, Bob A. Orange, as the Authorized Representative and to sign all documents of and concerning the Agreement for Local Government Fire and Emergency Assistance (*California Fire Assistance Agreement – CFAA*) on behalf of the District.

Vice-Chair Schramel seconded the motion.

➤ **VOTE:**

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).

The motion passed with a unanimous “Yes” vote.

g. Approve Resolution #2021-013 Workers’ Compensation Insurance Coverage for Non-Safety Volunteers *Discussion/Action*

The Board discussed the need to appoint Board Chair as the authorized representative and to sign all documents of and concerning the Workers’ Compensation Insurance Coverage for Non-Safety Volunteers. Vice-Chair Schramel indicated the Board had reviewed the DRAFT of this resolution at the last board meeting on April 14, 2021 and Resolution #2021-013 is the product of that DRAFT being cleaned up and structured in the District’s format.

She explained the exact names of the volunteer are not required on the resolution. The Resolution sets 6 slots for volunteers and the District will pay premiums based on those 6 slots. When the District has a project that volunteers will be working on, a roster will be sent to the workers’ comp provider listing the name of each volunteer working on the project at that time, a description of the activity and the date the activity will be conducted.

The number of volunteers working on a Project should not exceed the 6 slots available and projects should not overlap if the slots will be exceeded. Should a situation arise where there is a need for more than 6 slots, the Board can amend the resolution and notify the workers’ comp provider. The District will then be responsible for paying additional premiums.

Vice-Chair Schramel then read the resolution.

➤ **MOTION:**

Chair Orange made a motion to adopt Resolution #2021-013 Workers’ Compensation Insurance Coverage for Non-Safety Volunteers.

Vice-Chair Schramel seconded the motion.

➤ **VOTE:**

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).

The motion passed with a unanimous “Yes” vote.

6. Adjournment

➤ **MOTION:**

Vice-Chair made a motion to adjourn the meeting at **6:30 pm**.

Chair Orange seconded the motion.



> VOTE:

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).

The motion passed with a unanimous “Yes” vote.

REASONABLE ACCOMMODATIONS: *In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at 530-284-7224. Notification 72-hours prior to the meeting will enable the District staff to make reasonable arrangements to ensure accessibility [28 CFR § 35.102.35.104 ADA Title II].*

UPCOMING MEETINGS at 6:00 pm at the Town Hall, 120 Bidwell St., Greenville, CA 95947

Wednesday, April 28, 2021 Special Meeting

Wednesday, May 12, 2021 **Regular Meeting**

These Minutes were duly approved by the IVCSD Board of Directors at the Regular Meeting on **May 12, 2021** and attested to by:

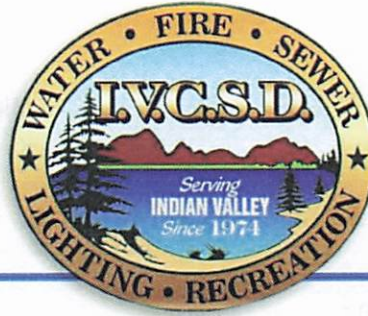
Bob A. Orange
Board Chair

Signature

Jeff Titcomb
Board Clerk

Signature

Indian Valley CSD
PO Box 899
127 Crescent Street
Greenville, CA 95947
530.284.7224 phone
530.284.0894 fax
ivcsd@frontiernet.net



Board of Directors
Mina Admire
Wayne Dannemiller
Robert Heard
Bob Orange
Lee Anne Schramel

www.indianvalleycsd.com

Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #6b

Plumas County Special Districts Association



Mina Admire <minaadmireivcsd@gmail.com>

Plumas County Special District Association Meeting

Elizabeth Schramel <schrappie@icloud.com>
To: Mina Admire <minaadmireivcsd@gmail.com>

Sat, May 8, 2021 at 10:26 AM

Board Agenda Topic - Plumas County Special District Association
Board Package - 2 pages - Garner Memo & Upcoming Meeting Agenda

Begin forwarded message:

From: Mimi Garner EPRD <MGarner.eprd@gmail.com>
Subject: Agenda May 19th 2021 Plumas County Special District Association Meeting
Date: May 4, 2021 at 9:34:24 PM PDT
To: undisclosed-recipients:;

Hello Plumas County Special District Association Members,

The Agenda for the next meeting of the Plumas County Special Districts Meeting is attached.

It will be held on May 19, 2021 at 1 pm via Zoom online meeting. Please Mark your calendar.


Every Special District should have appointed a person to represent their district at the upcoming meeting. Please report who your representative will be to Mimi Garner along with their email address and phone number. Just hit reply to send.

The Plumas County Supervisors have been asked to help to appoint one or two people from their district to the PCSDA Board at the May 19th meeting. The person appointed should be a board member of a SDA or CSD or they can be a person appointed by these districts as their representatives.

The PCSDA is a 7 member board and a quorum of 4 board members is needed to be present at the meeting. There are 6 vacant seats needing to be filled.

Thank you. See you then. You will receive the Zoom link a few days prior to the meeting via email.

Regards,
Mimi Garner, Vice President
Plumas County Special Districts Association
775-229-3140
MGarner.eprd@gmail.com

 05-19-21 PCSDA Agenda.pdf
53K

Plumas County Special Districts Association

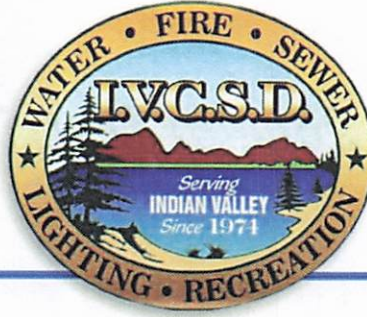
AGENDA

May 19, 2021, 1:00 pm

Zoom Meeting.

1. Call to Order. Roll Call.
2. Nominations and Appointments. Appoint 6 directors to the Executive Board. Appoint a President, Vice President, Treasurer, Training Coordinator.
3. Financial Report – Balance \$6598.58. Possibly higher but no access to the account. Appoint a Treasurer. Appoint President and Treasurer as signers on Plumas Bank Account. Pay bills. Garner receipts for annual membership mailing \$101.30. Anticipated income for 2021 is \$2000. Open a mailbox. Box 714, Graeagle, CA expired.
4. 2021 Membership Training. Appoint a Membership Training Coordinator. Set dates for Ethics Training. August 18, 2021. Best, Best & Krieger Attorneys, Joshua Nelson. Hold at Mineral Building at Fairgrounds. Reserve.
5. Zoom Account. Online meetings. Action Item. Approve payments.
6. Associate Members. Ask firms to support the PCSDA by becoming Associate Members. Amount. Make a Donation. County Supervisors \$200.
7. Future Speaker's Bureau for Community Services Districts. Topics that benefit the districts. Awareness of the PCSDA. Press releases.
8. Website and Membership List Update. Streamline website is updated. Zero fees. Mimi Garner is webmaster. Membership SDA list is updated.
9. Guest Speakers. Christopher Norden, Public Affairs Field Coordinator, California Special Districts Association. Will report on how to get Covid grant money for SDAs.
10. Round Table Discussions. Open Forum. Comments and suggestions.
11. Next Meeting Date. Suggest meeting every two months. Wednesday, July 21, 2021. Time TBD. August 18, 2021 will be Ethics Training.
12. Adjournment.

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Board of Directors
Mina Admire
Wayne Dannemiller
Robert Heard
Bob Orange
Lee Anne Schramel

www.indianvalleycsd.com

Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #6c

Director Outreach Update

Indian Valley CSD
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Board of Directors
Bob Orange
Lee Anne Schramel
Mina Admire
Wayne Dannemiller
Vacant

www.indianvalleycsd.com

IMMEDIATE OPENING

Board Director

The Indian Valley Services District is seeking a qualified candidate to complete the term (December 2023) of a recently vacated Board Director. Interested candidates must live in the district. The position is not compensated.

The IVCS D provides essential services for three communities including Crescent Mills, Greenville, and Taylorsville. Operations are overseen by a General Manager* who reports to the elected, five-member Board of Directors.

**Operations & services include:

- Two community water systems (*wells & spring*) plus a reservoir/dam/water rights (*secondary water supply*)
- Two community sewer systems
- Volunteer fire department with four small stations
- Three parks
- Street lighting for two communities
- Maintenance and administrative departments including an 8-person staff

Desired candidates should possess a strong sense of community service and fiduciary responsibility for managing public funds, model a well-developed work ethic, and demonstrate reasonable oral and written communication skills.

Board members are responsible for carrying out the district mission by establishing, and then overseeing, activities, raising revenue, creating policy (*set the rules*) and to do what is needed to achieve success.

Board members are expected to have sufficient financial insights to read and understand IVCS D's budget and financial statements and to otherwise help the board fulfill its fiduciary responsibilities including approving an annual budget, understanding long-term revenue outlay, fixed asset inventory, and capital improvement program (*with a grant component*).

Board members are expected to attend 2-4 meetings per month. They are expected to read board materials in advance of board meetings and to come prepared to ask questions and participate in discussions. Members are expected to serve on two or more committees of the board and to actively participate in board* and committee work or special projects.

Board members are expected to responsibly represent IVCS D and to advocate for IVCS D's mission, programs, and services within the District's communities.

Helpful experience/knowledge (*not required but desirable*) includes some basic understanding of water and wastewater systems, public administration, fire department administration, and parks & recreation management.

The Board will select a qualified candidate at their Regular Meeting on June 9, 2021. The successful candidate will be sworn in at the same meeting.

Information contacts: Bob Orange, Board Chair (530) 284-6042, Lee Anne Schramel, Vice Chair (530) 386-6440 or Mina Admire, Board Director (530) 375-0290.

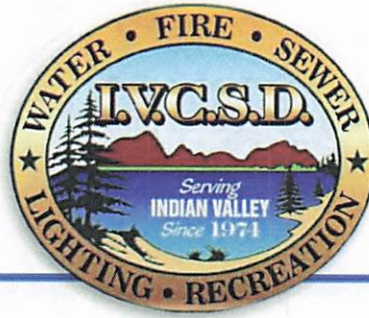
Please submit a signed cover letter including qualifications, experience and references no later than close of business on May 26, 2021 via:

- Mail: IVCS D, Att. Board Director Vacancy, P.O. Box 899, Greenville, CA 95947
- Online: ivcsd@frontiernet.net
- Hand Delivery: 127 Crescent Street, Suite 1, Greenville, CA 95947

*The General Manager (GM) position is vacant until this fall and Board Members are fulfilling GM duties until then.

**Please see www.indianvalleycsd.com for more comprehensive information about the district and operations.

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Board of Directors
Mina Admire
Wayne Dannemiller
Robert Heard
Bob Orange
Lee Anne Schramel

www.indianvalleycsd.com

Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #6d

Financial Reports

April 2021 Checks List IVCS

Check Number	Pay To The Order Of	Amount	Purpose of Expense
13175	Crescent Tow	\$ 1,845.29	Fire Trucks Maintenance
13176	Ferrellgas	\$ 438.56	Propane Fuel for Heating
13177	Frontier Communications	\$ 1,017.41	Phone, Fax, Internet
13178	Hunter Hardware	\$ 120.78	Supplies
13179	Gregory Einhorn	\$ 1,650.00	Law Office-Legal Counsel
13180	Lights Creek Construction	\$ 1,000.00	Water Repair Project
13181	Mohawk Trading Co.	\$ 1,046.83	Vehicle Repairs-Tires
13182	Napa Auto Parts	\$ 25.58	Auto Parts
13183	Network Innovations	\$ 300.00	Computer Server Maintenance-Storage *
13184	Sauer's Engineering	\$ 330.00	Engineering Services
13185	Lloyd Cash	\$ 1,500.00	Bonus
13186	Dani Gagne	\$ 750.00	Bonus
13187	Donald Silva	\$ 2,500.00	Bonus
13188	Jeff Titcomb	\$ 2,500.00	Bonus
13189	Tashiauna Towers	\$ 2,000.00	Bonus
13190	CA. Disbursement Unit	\$ 528.50	Garnishment
13191	Feather River Solar Electric	\$ 77.04	TV Fire Solar Project
13192	Jean Johns	\$ 750.00	IVCS Office Rent
13193	Mandy McGarva	\$ 1,075.00	Accounting Services
13194	McMaster-Carr	\$ 15.92	Supplies-Water-Sewer
13195	MRFS	\$ 270.00	Electric Motor Repairs
13196	Quill.com	\$ 138.94	Office Supplies
13197	Singleton-Auman	\$ 11,700.00	Audit
13198	Hunter Hardware	\$ 120.78	Misc. Supplies
13199	US Bank	\$ 62.00	Website Renewal *
13200	USPS	\$ 500.00	Postage-Postcard Billing
13201	AT&T Mobility	\$ 273.75	Chief Phone and Mobile Service
13202	Basic Lab	\$ 817.60	Water Testing
13203	Christian Tyler ✓	\$ 43.09	Deposit Refund ✓
13204	Crescent Tow	\$ 375.00	Trucks- Fire
13205	DWR	\$ 7,089.00	Dam Fees
13206	Evergreen Market	\$ 4.82	Supplie-Fire
13207	Ferrellgas	\$ 979.21	Propane-Heating-Multiple
13208	HACH	\$ 233.10	Chemicals
13209	Gregory Einhorn Law Office	\$ 2,310.00	Legal Counsel
13210	McMaster-Carr	\$ 164.89	Supplies-Watre-Sewer
13211	Mohawk Trading Company	\$ 91.04	Trucks-Service
13212	Scott Tanner Business Equip.	\$ 254.22	Copier-Services *
13213	T-Mobile	\$ 34.76	Parks mobile
13214	Wells Fargo	\$ 102.31	Copier Lease
13215	Flanigan-Leavitt	\$ 1,655.00	Insurance Policies
13216	Network Innovations	\$ 300.00	Monthly Service Computer Server
13217	Safety Home Address	\$ 4,980.25	Safety Fire Signs-On Hold for Approval
13218	US Bank	\$ 667.21	Multiple-Credit Card Payment

April 2021 Checks List IVCS

Check Number	Pay To The Order Of	Amount	Purpose of Expense
13219	AT&T Mobility	\$ 277.15	Chief Phone and mobile phones
13220	CA. Disbursement Unit	\$ 528.50	Garnishment
13221	Chasity Calles	\$ 150.00	Park Reseervation Refund
13222	Crescent Tow & Repair	\$ 1,682.18	Trucks Maintenance-Fire
13223	Curtis- Tools for Heroes	\$ 45.05	Matching Grant Supplies-Fire
13224	Fether River Solar Electric	\$ 77.04	TV Fire Hall Solar Porject
13225	Jean Johns	\$ 750.00	IVCS Office Rent
13226	Mountain Bldg. Supply	\$ 19.75	Supplies-Water-Sewer-Parks
13227	<u>Quill.com</u>	\$ 248.52	Office Supplies
13228	Sauer's Engineering	\$ 1,125.00	Professional Services
13229	USA Bluebook	\$ 163.49	Supplies-Water-Sewer
13230	Western Nevada Supply	\$ 1,985.40	Supplies-Water-Sewer

IVCSD
Cash Allocation by Fund - April 30, 2021

BANK ACCOUNTS	Balance 4/30/2021	Balance 3/31/2021	Net Change
Plumas 9449 - Main Checking	\$ 139,360.28	\$ 128,822.42	\$ 10,537.86
Umpqua 6454 - Merchant Proc	\$ 50,280.85	\$ 42,053.11	\$ 8,227.74
Umpqua 8878 - Reserve Account	\$ 2,050.56	\$ 2,050.47	\$ 0.09
LAIF	\$ 331,611.05	\$ 331,249.16	\$ 361.89
TOTALS	\$ 523,302.74	\$ 504,175.16	\$ 19,127.58

	Admin	Park	Fire	Lighting	Total General	Water	Wastewater	Total
Cash Balances 4/30/21	\$ 49,962.53	\$ 57,320.99	\$ 47,511.58	\$ 12,722.11	\$ 167,517.21	\$ 92,828.66	\$ 262,956.87	\$ 523,302.74
Cash Balances 3/31/21	- \$ 65,876.47	\$ 60,910.18	\$ 59,815.35	\$ 13,314.28	\$ 199,916.28	\$ 51,939.91	\$ 252,318.98	\$ 504,175.16
Net Change to Cash	= \$ (15,913.94)	\$ (3,589.19)	\$ (12,303.77)	\$ (592.17)	\$ (32,399.07)	\$ 40,888.75	\$ 10,637.90	\$ 19,127.58

IVCSD
Deposit Analysis - April 2021

COLLECTIONS	
Water Collections <i>(per spreadsheet)</i>	41,466.81
Wastewater Collections <i>(per spreadsheet)</i>	17,125.19
Total collections per spreadsheets	<u><u>58,592.00</u></u>
DEPOSITS	
Banks	
Plumas Bank - Checking deposits	95,036.77
Umpqua Merchant Processing deposits	11,642.09
Total received	<u><u>106,678.86</u></u>
Less Other Deposits <i>(from daily deposit spreadsheet)</i>	
Escrow Payments	-
Restitution	100.00
Net change to customer deposits	-
Installment Payments <i>(Parcel # ???)</i>	500.00
FASIS refund	2,856.00
CM Planning Project reimb	37,306.00
Emergency Response Residence Signs	520.00
CC Payments <i>(from March cleared in April)</i>	6,818.24
Total other known deposits	<u><u>48,100.24</u></u>
	=
Remaining Balance Should = Collections	<u><u>58,578.62</u></u>
	=
Difference	<u><u>13.38</u></u>

MINUS

IVCSD
2020-2021 Receivables

Overall

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	Totals
Billed	\$ 82,995.73	\$ 78,082.34	\$ 73,014.05	\$ 81,556.54	\$ 70,468.80	\$ 60,592.63	\$ 69,830.84	\$ 60,805.49	\$ 66,058.84	\$ 73,738.27	\$ 717,143.53
Collected	\$ 73,726.83	\$ 76,044.88	\$ 74,131.52	\$ 64,612.87	\$ 66,965.34	\$ 67,991.03	\$ 61,881.17	\$ 68,276.68	\$ 72,014.81	\$ 58,592.00	\$ 684,237.13
Uncollected	\$ (9,268.90)	\$ (2,037.46)	\$ 1,117.47	\$ (16,943.67)	\$ (3,503.46)	\$ 7,398.40	\$ (7,949.67)	\$ 7,471.19	\$ 5,955.97	\$ (15,146.27)	\$ (32,906.40)

Water

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	Totals
Water Used	\$ 21,870.72	\$ 24,964.29	\$ 20,021.82	\$ 20,088.51	\$ 16,502.07	\$ 8,548.67	\$ 8,444.93	\$ 8,202.32	\$ 12,945.27	\$ 13,038.58	\$ 154,627.18
Service Charge	\$ 32,791.46	\$ 32,945.73	\$ 32,939.21	\$ 32,983.30	\$ 32,954.39	\$ 32,700.40	\$ 32,655.08	\$ 32,545.90	\$ 32,988.16	\$ 32,642.61	\$ 328,146.24
USDA Reserve	\$ 1,431.21	\$ 1,430.66	\$ 1,430.31	\$ 1,437.18	\$ 1,441.49	\$ 1,430.01	\$ 1,428.03	\$ 1,434.08	\$ 1,536.98	\$ 1,423.82	\$ 14,423.77
Interest	\$ 215.80	\$ 261.65	\$ 305.15	\$ 285.29	\$ 335.20	\$ 357.81	\$ 374.24	\$ 398.39	\$ 359.32	\$ 368.52	\$ 3,261.37
Penalties	\$ 828.87	\$ 890.07	\$ 1,036.94	\$ 795.71	\$ 1,304.43	\$ 776.61	\$ 940.08	\$ 997.65	\$ 718.74	\$ 798.13	\$ 9,087.23
TOTAL Billed	\$ 57,138.06	\$ 60,492.40	\$ 55,733.43	\$ 55,589.99	\$ 52,537.58	\$ 43,813.50	\$ 43,842.36	\$ 43,578.34	\$ 48,548.47	\$ 48,271.66	\$ 509,545.79
Collected	\$ 54,428.00	\$ 57,442.54	\$ 57,077.82	\$ 50,389.11	\$ 47,398.33	\$ 50,552.57	\$ 45,777.67	\$ 44,877.60	\$ 53,488.11	\$ 41,466.81	\$ 502,898.56
Uncollected	\$ (2,710.06)	\$ (3,049.86)	\$ 1,344.39	\$ (5,200.88)	\$ (5,139.25)	\$ 6,739.07	\$ 1,935.31	\$ 1,299.26	\$ 4,939.64	\$ (6,804.85)	\$ (6,647.23)

Wastewater

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	Totals
Service Charge	\$ 25,249.10	\$ 16,701.43	\$ 16,618.08	\$ 25,370.46	\$ 16,780.21	\$ 16,266.26	\$ 25,230.30	\$ 16,055.38	\$ 16,956.08	\$ 24,884.50	\$ 200,111.80
Interest	\$ 311.66	\$ 320.34	\$ 324.50	\$ 326.39	\$ 351.48	\$ 233.18	\$ 358.71	\$ 409.62	\$ 260.81	\$ 372.79	\$ 3,269.48
Penalties	\$ 296.91	\$ 568.17	\$ 338.04	\$ 269.70	\$ 799.53	\$ 279.69	\$ 399.47	\$ 762.15	\$ 293.48	\$ 209.32	\$ 4,216.46
TOTAL Billed	\$ 25,857.67	\$ 17,589.94	\$ 17,280.62	\$ 25,966.55	\$ 17,931.22	\$ 16,779.13	\$ 25,988.48	\$ 17,227.15	\$ 17,510.37	\$ 25,466.61	\$ 207,597.74
Collected	\$ 19,298.83	\$ 18,602.34	\$ 17,053.70	\$ 14,223.76	\$ 19,567.01	\$ 17,438.46	\$ 16,103.50	\$ 23,399.08	\$ 18,526.70	\$ 17,125.19	\$ 181,338.57
Uncollected	\$ (6,558.84)	\$ 1,012.40	\$ (226.92)	\$ (11,742.79)	\$ 1,635.79	\$ 659.33	\$ (9,884.98)	\$ 6,171.93	\$ 1,016.33	\$ (8,341.42)	\$ (26,259.17)

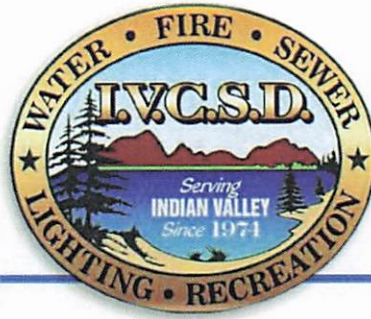
Parks

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	Totals
Billed											
Collected											

Fire

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	Totals
Billed											
Collected											

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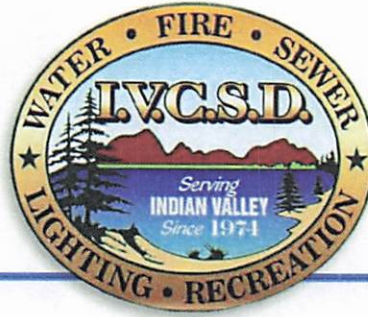
www.indianvalleycsd.com

Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #6e

Directors' Update

Indian Valley CSD
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Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Vice-Chair Schramel

Upper Feather River Integrated Regional Water Management Plan Proposition 50 Grant Agreement No. 4600007650

Project Performance & Monitoring Report

Project No./Name: Greenville Water and Sewer System Repairs Project

Project Proponent: Indian Valley Community Services District (IVCSD)

Progress Report No.: 3

Reporting Period: 2020

Date of Post-Performance Report: 5/6/2021

Project Specific Output Signatures			
	Yes	No	Comments
Has the project been operated and maintained in accordance with all state and federal permits?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
Project Specific Outcome Indicators			
	Yes	No	Comments
How many feet/miles of water mains were replaced?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See narrative below.
How many new water meters were installed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
How many new fire hydrants were installed and do they have sufficient flow capacity?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Two new fire hydrants were installed; both have sufficient flow capacity. See narrative below.
Has implementation of the project reduced overall operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Did you meet the goal of your project? If yes, please provide a brief description stating how you achieved this goal. If no, please comment as to why the goal was not achieved.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See narrative below.
	<input type="checkbox"/>	<input type="checkbox"/>	
Other Standard Reporting Requirements: Please indicate other monitoring/reporting requirements you may already be required to do independent from DWR contractual obligations. For example: CDPH Title 22 Ch. 15 "Domestic Water Quality AND Monitoring Regulations," NPDES, GAMA, CASGEM, or other internal reporting requirements that may yield valuable data.			
	Yes	No	Comments
Domestic Water Quality & Monitoring Regulations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Monthly Monitoring Reports are on file in the IVCSD office and are available upon request.
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

	<input type="checkbox"/>	<input type="checkbox"/>	
What Upper Feather River IRWM Plan Objectives did your project address to support implementation of the Plan?			
	Yes	No	Comments
Restore natural hydrologic functions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Reduce potential for catastrophic wildland fires in the Region	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All of Greenville is within the wildland urban interface. Two new hydrants bolster efforts to fight wildfire both directly & indirectly (ember cast).
Balance the needs of forest health, habitat preservation, fuels reduction, forest fire prevention, and economic activity in the Upper Feather River Region	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Build communications and collaboration among water resources stakeholders in the Region	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Work with Department of Water Resources to develop strategies and actions for the management, operation, and control of the State Water Project facilities in the Upper Feather River Watershed in order to increase water supply, recreational and environmental benefits to the Region	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Encourage municipal service providers to participate in regional water management actions that improve water supply and water quality	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See narrative below.
Continue to actively engage in FERC relicensing of hydroelectric facilities in the Region	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Address economic challenges of municipal service providers to serve customers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See narrative below.
Protect, restore, and enhance the quality of surface and groundwater resources for all beneficial uses, consistent with the Central Valley Regional Water Control Board Basin Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See narrative below.
Address water resources and wastewater needs of Disadvantaged Communities (DACs) and Native Americans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This is a project goal.
Coordinate management of recharge areas and protect groundwater resources	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Improve coordination of land use and water resources planning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Maximize agricultural, environmental and municipal water use efficiency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See narrative below.

Effectively address climate change adaptation and/or mitigation in water resource management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Improve efficiency and reliability of water supply and other water-related infrastructure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This is a project goal.
Enhance public awareness and understanding of water management issues and needs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Address economic challenges of agricultural producers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Work with counties, communities, and groups to make sure staff capacity exists for actual administration and implementation of grant funding	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

1. Summary of the operations of the project.

Numerous repairs to the Greenville water & sewer systems were implemented due to this project. The repairs reduced the risk of system failure and contamination while the relocation of several water lines on CA Hwy 89 allowed for partner installation (Caltrans) of several new storm drain systems.

This project specifically addressed EPA's National Enforcement Initiative to reduce raw sewage overflows and stormwater discharges.* The sewer system improvements included numerous sewer main repairs, cleaning and jetting of mains, replacement of a clean-out, and root treatment, the results of which significantly reduced the risk of system failure, protecting Wolf Creek from contamination with raw sewage.

The improvements to the water system, including replacement of water mains, new water service & meters, and numerous gate valves, prevents contamination of the water supply.

**Under the Clean Water Act's National Pollutant Discharge Elimination System program, the Environmental Protection Agency (EPA) regulates discharges from industrial facilities and municipalities.*

2. Discuss project benefits to water quality, water supply, and the environment.

Project benefits include reducing water loss and reducing maintenance costs for aging infrastructure. Installing new water lines also reduces the risk of contaminating Wolf Creek from stormwater discharges and leaking wastewater pipes. The project-related water savings were substantial enough to enable the IVCS D to install two new fire hydrants, providing additional project benefits by enhancing fire protection in Greenville. The project-related water savings have also resulted in more consistent and higher water pressure, in addition to higher flows for IVCS D customers in the vicinity of the project.

3. Comparison and explanation of any differences between expected versus actual project success in meeting IRWM priorities as stated in the original IRWM Implementation Grant application.

The project achieved an unanticipated reduction in stormwater inundation. Because an existing 10-inch main was too shallow for Caltrans' Hwy 89 street reconstruction project specifications, Caltrans was required to replace an additional 75 feet of 10-inch water line. The difference between expected and actual project success was the enhanced stormwater management benefits that accrued to the IVCS D as a result of this pipe replacement.

4. Summary of any additional costs and/or benefits deriving from the project.

The Prop 50 Project did not create any additional costs, but the related/interwoven Caltrans project delayed IVCS D operations and maintenance priorities elsewhere in the Greenville system. Because of the accelerated pace of the Hwy 89 downtown Greenville reconstruction project, IVCS D staff needed to be available to coordinate staff and equipment with Caltrans, ensuring timely completion of the highway reconstruction. Greenville is a severely disadvantaged community and operating revenues limit available staff as does the construction season that exists at Greenville's approximately 4000' elevation in the Sierra Nevada. While the Caltrans project greatly benefitted the IVCS D, other IVCS D operations and maintenance priorities were delayed as staff responded to the accelerated pace of the implementation schedule.

5. Additional information relevant to or generated by the continued operation of the project.

In a second example of inter-related project accomplishments/costs, the Caltrans project was anticipated to have been accomplished in coordination with street repair activities scheduled by Plumas County Public Works (PCPW) in the vicinity of the Caltrans Hwy 89 project. The IVCS D anticipated cost savings to the IVCS D through coordination with PCPW & Caltrans. Unfortunately, PCPW construction funds were delayed until the following year's construction season. For a second year, IVCS D staff and equipment were redirected to support the PCPW street project. The IVCS D again incurred incidental costs related to shifting and delaying internal priorities for a second year to meet PCPW grant and construction deadlines. IVCS D is grateful for the benefits derived from the PCPW project and continues to work on the deferred maintenance.

Upper Feather River Integrated Regional Water Management Plan Proposition 50 Grant Agreement No. 4600007650

Project Performance & Monitoring Report

Project No./Name: Taylorsville Sewer Project

Project Proponent: Indian Valley Community Services District (IVCSD)

Progress Report No.: 3

Reporting Period: 2020

Date of Post-Performance Report: 5/6/2021

Project Specific Output Signatures			
	Yes	No	Comments
Has the project been operated and maintained in accordance with all state and federal permits?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Was there an improvement noted in water quality sampling of private wells and Indian Creek?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
Project Specific Outcome Indicators			
	Yes	No	Comments
Has an annual laboratory analysis for water quality been set up for the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Have new water quality parameters been compared with original water quality tests from the technical report?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Has the new SCADA system provided reliable data and warnings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Has implementation of the project reduced overall operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Did you meet the goal of your project? If yes, please provide a brief description stating how you achieved this goal. If no, please comment as to why the goal was not achieved.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See narrative below
	<input type="checkbox"/>	<input type="checkbox"/>	
Other Standard Reporting Requirements: Please indicate other monitoring/reporting requirements you may already be required to do independent from DWR contractual obligations. For example: CDPH Title 22 Ch. 15 "Domestic Water Quality AND Monitoring Regulations," NPDES, GAMA, CASGEM, or other internal reporting requirements that may yield valuable data.			
	Yes	No	Comments
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

What Upper Feather River IRWM Plan Objectives did your project address to support implementation of the Plan?			
	Yes	No	Comments
Restore natural hydrologic functions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Reduce potential for catastrophic wildland fires in the Region	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Balance the needs of forest health, habitat preservation, fuels reduction, forest fire prevention, and economic activity in the Upper Feather River Region	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Build communications and collaboration among water resources stakeholders in the Region	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Work with Department of Water Resources to develop strategies and actions for the management, operation, and control of the State Water Project facilities in the Upper Feather River Watershed in order to increase water supply, recreational and environmental benefits to the Region	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Encourage municipal service providers to participate in regional water management actions that improve water supply and water quality	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Continue to actively engage in FERC relicensing of hydroelectric facilities in the Region	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Address economic challenges of municipal service providers to serve customers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Protect, restore, and enhance the quality of surface and groundwater resources for all beneficial uses, consistent with the Central Valley Regional Water Control Board Basin Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Address water resources and wastewater needs of Disadvantaged Communities (DACs) and Native Americans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Coordinate management of recharge areas and protect groundwater resources	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Improve coordination of land use and water resources planning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Maximize agricultural, environmental and municipal water use efficiency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Effectively address climate change adaptation and/or mitigation in water resource management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Improve efficiency and reliability of water supply and other water-related infrastructure	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Enhance public awareness and understanding of water management issues and needs	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Address economic challenges of agricultural producers	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Work with counties, communities, and groups to make sure staff capacity exists for actual administration and implementation of grant funding	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

1. Summary of the operations of the project.

The goal of the Taylorsville Sewer Pipeline Project (Project) was to upgrade the outdated Taylorsville Waste Water System (part of the Indian Valley Community Services District or (IVCSD)) to significantly reduce the risk of failure and contamination of Indian Creek and private, domestic wells with raw sewage.

Specifically, the Project replaced 5,000 linear feet of 6-inch forced main with 4-inch fusion-welded SDR11-HDPE, and replaced the pneumatic pump control system with an electronic system that utilizes analog 4-20mA signal with a suitable flow meter and associated SCADA system. The flow meter and associated Supervisory Control and Data Acquisition (SCADA) system installed with this project provides prompt notification of pending failures, enabling the IVCSD to divert or mitigate repercussions of any wastewater spills; and improved data collection, allowing IVCSD to better monitor pump performance and efficiency.

Prior to this project, there were multiple mainline failures within 100 feet of Indian Creek and/or within 30 feet of private domestic wells. The harmful pollutants in raw sewage often include disease-causing organisms, metals, and nutrients that threaten the local community's water quality and health. This project specifically addressed the EPA's National Enforcement Initiative to reduce raw sewage overflow and stormwater discharge.*

**Under the Clean Water Act's (CWA's) National Pollutant Discharge Elimination System (NPDES) program, the Environmental Protection Agency (EPA) regulates discharges of pollutants from municipal and industrial wastewater treatment plants, sewer collection systems, and stormwater discharges from industrial facilities and municipalities.*

2. Discuss project benefits to water quality, water supply, and the environment.

Since project implementation, the project has been tested by one above-average precipitation year and a very wet winter season in 2018/19. In the 2106-2017 storm season, high floodwaters would have destroyed the pre-project pipeline system, allowing discharges of raw sewage from broken pipes to enter Indian Creek. Instead, in both 2016-2017 & 2018/19, flood flows in Indian Creek caused no damage to the project and water quality and environmental benefits in Indian Creek were, in turn, protected by the project.

In summary, the project functions as designed and implemented to protect water quality and environmental benefits in Indian Creek, to maintain water quality in domestic wells located in the vicinity of the project, and to enhance the reliability and performance of the Taylorsville wastewater system.

3. Comparison and explanation of any differences between expected versus actual project success in meeting IRWM priorities as stated in the original IRWM Implementation Grant application.

The project is a total success as anticipated. Therefore, there are no differences between the expected success and actual project success.

4. Summary of any additional costs and/or benefits deriving from the project.

By design, the 6-inch pipe was reduced to a 4-inch pipe to maintain uniform pressure upgradient to Taylorsville's wastewater treatment and disposal system. Uniform pressure is important for preventing backflow. However, pumping hours have also increased with the reduced pipeline volume. The IVCSD has replaced the transfer switch to ensure immediate back-up power to the system in the event of a power outage. The IVCSD is currently working to replace the aging back-up power generator and base so that the back-up power system is completely reliable during prolonged power outages. This is a cost that was identified in the IVCSD's Capital Facilities Plan before the project. Therefore, replacing the back-up generator and base is not an additional cost deriving from the project.

5. Additional information relevant to or generated by the continued operation of the project.

We are very pleased with the project; it continues to function as planned.

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Wayne Dannemiller
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Bob Orange
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Regular Meeting of the Board of Directors

Wednesday, May 12, 2021

Director Admire



TOTAL BUDGET SUMMARY

Approved: March 4, 2021

INCOME	Water	Sewer	Fire	Parks	Lights	TOTAL	Admin
30304 · Service Charge Sewer		214,318				214,318	
30314 · Service Charges Water	382,057					382,057	
30314.1 · USDA Res. Revenue	29,000					29,000	
30315 · Water Use	175,000					175,000	
30316 · Penalties Water	17,000					17,000	
30318 · Penalties Sewer		4,565				4,565	
30320 · Admin. Service Income							262,950
31321 · Tax Revenue		17,000	150,000	40,000	23,300	230,300	
31326 · Interest Revenue	1,000	2,500				3,500	4,000
31327 · Grant Revenue	428,000		10,000			438,000	
31330 · Misc. Revenue	9,500	20,000	43,000	18,500		91,000	4,500
Total Income	1,041,557	258,383	203,000	58,500	23,300	1,584,740	271,450

EXPENSES	Water	Sewer	Fire	Parks	Lights	TOTAL	Admin
40010 · Salaries/Wages - ST	98,993	98,993	32,414	9,650		240,050	139,973
40011 · Salaries/Wages - OT	2,970	2,970		312		6,252	9,000
40012 · Pager Duty	3,100	2,600				5,700	
40015 · EE Benefits	19,100	14,600	2,500	600		36,800	33,917
40016 · Workers Compensation	3,800	3,500	7,500	562		15,362	6,500
40017 · Map/CAD/GIS/Software	2,000					2,000	7,000
40018 · Ads/Legal Notices	550	100				650	1,000
40023 · Insurance	16,906		6,800			23,706	5,100
40024 · Communication	4,751	4,456	1,750			10,957	3,600
40025 · Office Expense	1,100	1,500	600			3,200	7,000
40026 · Rent/Lease	1,000	500				1,500	18,600
40027 · Memberships	800	250	250			1,300	4,050
40028 · Food/Household Items	250	1,000	800	50		2,100	500
40030 · Bank Fees	2,000	1,500				3,500	2,000
40031 · Professional Service	20,000	9,000	750			29,750	34,500
40035 · Travel, Ed., Training	2,500	2,000	43,000			47,500	2,500
40040 · Vehicle Expenses	9,600	7,500	9,800	500		27,400	2,300
40050 · Utilities	34,025	14,780	4,400	2,900	18,600	74,705	2,560
40055 · Small Tools	3,000	800	1,200	200		5,200	
40056 · Supplies	18,000	6,000	5,000	3,800		32,800	500
40057 · Postage	1,180	1,180				2,360	2,000
40061 · Repairs & Maintenance	3,500	5,500	5,000	40,000		54,000	250
40062 · ST Req'd Eng. Reports	16,000	5,500				21,500	
40068 · Permits/Inspections	17,430	45,315	4,500	340		67,585	
40075 · Safety	2,000	1,250		307		3,557	700
40078 · Property Tax		350				350	
40100 · Admin. Expense	143,569	60,460	39,779	13,689	5,452	262,949	
Total Expense	428,124	291,604	166,043	72,910	24,052	982,733	283,550

Net Ordinary Income 613,433 (33,221) 36,957 (14,410) (752) 602,007 (12,100)

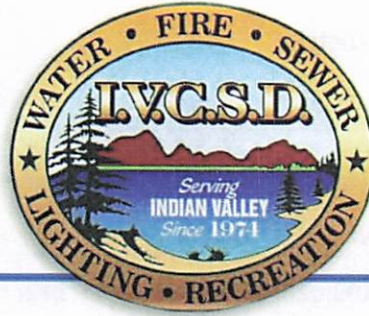


TOTAL BUDGET SUMMARY

Updated: March 4, 2021

OTHER EXPENSES	Water	Sewer	Fire	Parks	Lights	TOTAL	Admin
50500 · USDA/ UMPQUA <i>Debt Service Pmts</i>	193,028	24,582	15,712			233,322	
50501 · USDA Reserve <i>Requirement 10% pmt</i>			1,571			1,571	
50506 · Capital Improvements	428,000	125,000	19,736	10,000	5,000	587,736	
50508 · RCAC/Plumas Co. <i>Debt Serv/SRF</i>	4,542					4,542	
Total Other Expense	625,570	149,582	37,019	10,000	5,000	827,171	
Net Other Income	613,433	(33,221)	36,957	(14,410)	(752)	602,007	(12,100)
Net Income	(12,137)	(182,803)	(62)	(24,410)	(5,752)	(225,164)	(12,100)

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Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #7a

Greenville Water Tank

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April 28, 2021

Eliana Camargo
 Division of Regional Assistance
 Department of Water Resources
 PO Box 942836
 Sacramento, CA 94236-001

RE: Advanced Payment Request (Grant Agreement No. 4600013818)

The Indian Valley Community Services District (IVCSD) is requesting advanced payment on our Prop 1 IRWM Grant Project, "Community/Emergency Water Storage Tank," in the amount of \$152,000. This amount represents 50 percent of the total grant budget for the Grant Project under Agreement #4600013818 in accordance with §IV(F) of the 2019 Integrated Regional Water Management Grant Program Guidelines and Water Code §10551.

The Community/Emergency Water Storage Tank Project consists of the installation of an approximately 135,000-gallon water storage tank at the site of its two existing Greenville tanks to protect the community from wildfire, as well as providing sufficient drinking water during times of power outages.

Funds will be received by the applicant and Local Project Sponsor, the IVCSD, a local government special district of Plumas County, deposited into a designated non-interest-bearing account, and will be used to pay salary for IVCSD contract staff acting as project manager, hire and pay contractors to perform work on the project, and purchase the tank and associated equipment. The IVCSD serves a disadvantaged community (DAC).

The project is located within the disadvantaged community of Greenville. It is one of two projects in Grant Agreement #4600013818. Use of advanced payment funds will help cover consultant and staff costs to implement the project and finalize permitting and design of the project components.

We will contract with an engineering firm to finalize design documents and other planning tasks including CEQA documentation.

Budget Category	Q2 (Yr 1)	Q3 (Yr 1)	Q4 (Yr 1)	Q1 (Yr 2)	Q2 (Yr 2)	Total
a Grant Administration	0	0	0	0	0	0
c Planning/Design /Engineering	\$17,000	0	\$30,000	0	0	47,000
d Construction/ Implementation	0	\$8,000	0	\$20,000	\$77,000	105,000
Total	\$17,000	\$8,000	\$30,000	\$20,000	\$77,000	152,000



As a special district, we are required to have an annual independent audit to verify that our fiscal controls are and organizational structure are adequate and in compliance with laws and regulations. We have a decades-long history of successfully managing multiple state and federal grants, including the completion of two projects in Proposition 50 IRWM grant projects totaling \$1,474,000.

Once these funds have been expended, the remaining grant funds for contractors and partners will be provided by on a reimbursement basis. In accordance with the Grant Agreement (4600013818), we will invoice quarterly and work with consultants to accommodate the reimbursement schedule using the fiscal systems already in place.

We are requesting this advance payment because IVCSD is a special district without ongoing funding from other sources. We do not operate for profit, and our service area is entirely categorized as a DAC. Therefore, we request payment in advance in order to leverage our financial resources and facilitate timely payment to staff and contractors.

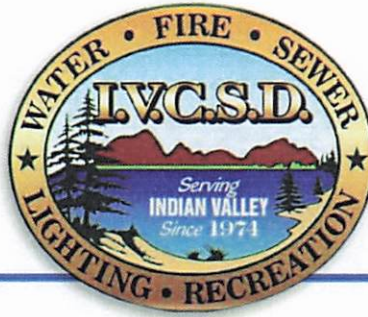
Thank you for your time and assistance. We look forward to continuing to work with you on this project.

Sincerely,

A handwritten signature in blue ink that reads 'Bob A. Orange'.

Bob A. Orange,
Board Chair

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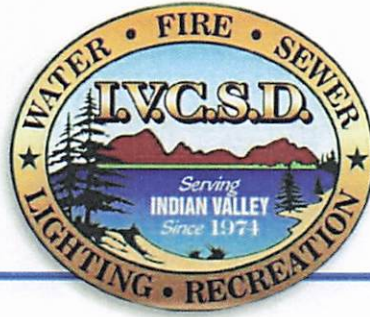
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Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #8a

Quarterly Points

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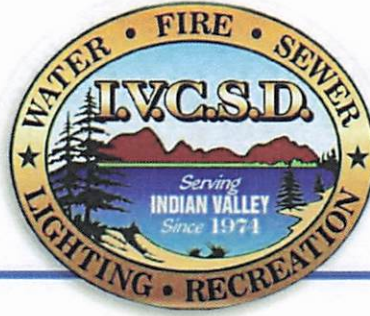
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Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #8b

Uniform Proposal

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Regular Meeting of the Board of Directors

Wednesday, May 12, 2021

Item #9a

Chuck Clay

Park/TV Pool

MOU

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Board of Directors
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Wayne Dannemiller
Vacant

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MEMORANDUM OF UNDERSTANDING INDIAN VALLEY COMMUNITY SERVICES DISTRICT INDIAN VALLEY RECREATION AND PARK DISTRICT

JOINT POWERS AGREEMENT

FOR OPERATION, PROGRAMMING AND ADMINISTRATION OF THE INDIAN VALLEY COMMUNITY POOL IN TAYLORSVILLE, INCLUDES LEASE AGREEMENT

Whereas, the agencies entering into this agreement are the Indian Valley Community Services District (herein after referred to as **IVCSD**), and the Indian Valley Recreation and Park District (herein after referred to as **IVRPD**) and their governing Boards find and determine that;

1. California Government Code Section 6500 et seq. (*The joint exercise of powers act*), authorizes California public agencies to enter an agreement to any power common to the contracting parties; and pursuant to section 65030, the purpose of this agreement is to establish by joint cooperation, financial and participation, a community pool and programming of said pool to be located in Taylorsville, CA.
2. The parties undertake this joint exercise of powers for the public purpose of providing recreation programming, management and administration for activities associated with Chuck Clay Park and the Indian Valley Community Pool (**Park**).
3. The term of this agreement will be from the date of signing to September 15, 2021.

Now, therefore, it is agreed upon by and between the parties as follows:

- a. IVCSD owns the physical property that includes the Indian Valley Community Pool and Chuck Clay Memorial Park (APN 120-072-004-000) and is responsible for all repairs and maintenance of the facilities during the non-pool months (Day After Labor Day – June 14) for the safe and efficient operations of the Park. IVCSD will pay for and make every reasonable attempt to complete all repairs and maintenance of the facilities and have the pool ready for operation prior to June 15 of each year. The General Manager will approve all expenditures for the Park.
- b. IVRPD will take possession of the Park on the Monday prior to June 15 each year and operate until Labor Day. In no case will the pool operation be open more than 59 days during this time period.
- c. IVRPD is responsible for all programming, administration, repairs, and maintenance of all activities and facilities within the Park during their 59 days of operation. All electrical bills will be paid by IVRPD. Any expenses incurred by IVCSD during this time for work approved by IVRPD will be billed back to IVRPD.



- d. All actual costs associated with the pool programming and operations during the 59 days of operations including lifeguard wages, laborer wages, utilities, chemicals, liability insurance, supplies, repairs and maintenance, will be funded by donation and revenue from user fees and other programming, and will be paid by IVRPD. A list of repairs will be kept by IVRPD and presented to IVCSD at the end of the 53rd day of operation. IVCSD will inspect such repairs to insure workmanship prior to taking back possession of the park. Any repairs found not to be satisfactory will be repaired by IVRPD to the satisfaction of IVCSD at the expense of IVRPD. IVRPD will not be billed a sewer fee.
- e. Either party may terminate this agreement in writing with a ninety-day (90) notice. Amendments may be executed with written consent of both parties.
- f. IVRPD will send to IVCSD each year a certificate of insurance showing IVCSD as additionally insured with a minimum coverage of \$1,000,000 in general liability coverage.

INDEMNIFICATION

IVCSD and IVRPD shall hold harmless and indemnify the other agency for any costs or expenses attributable to any alleged injury or damage, or any claim or lawsuit arising out of circumstances related to the operations of the Indian Valley Community Pool, except as to negligent conduct by the other parties, jointly or severally. IVRPD will name IVCSD as an additional insurer on their insurance policy.

Indian Valley Community Services District

Indian Valley Recreation and Park

Board Chair

Board Chair

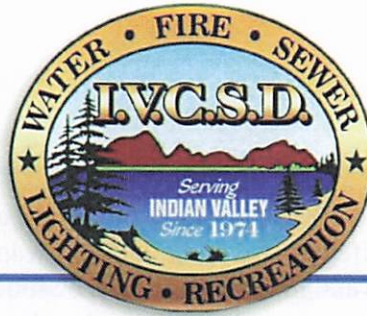
Print Name

Print Name

Date

Date

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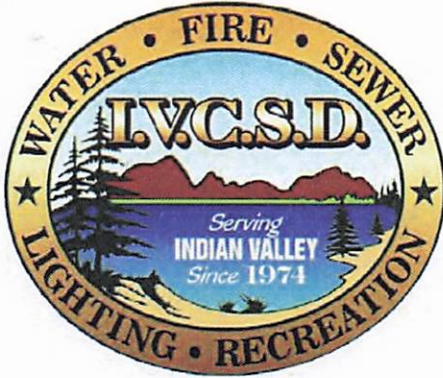


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Regular Meeting of the Board of Directors
Wednesday, May 12, 2021

Item #9b

GV Park Annual Softball Tournaments



Indian Valley Community Services District

"Providing services for our community health, well-being, and prosperity."

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 indianvalleycsd.com Email: ivcsd@frontiernet.net

Board of Directors

Lee Anne Schramel
 Sarah Holcomb
 Philip Shannon
 Robert Heard
 Mina Admire

January 8, 2019

Jesse and Anthea Smith
 PO Box 753
 Greenville, CA 95947

Dear Mr. and Mrs. Smith,

I am writing to advise you of the charges for use of the Greenville Park in 2019 for the three weekends of the softball tournaments.

As you know, the Board had adopted fees for the park over the past year. Since we value the community involvement in this event, and your efforts in bringing people to the community, we are willing to work with you on the fees to assure the tournament would remain in Greenville.

	CSD Charge	Total for Tourn.	Your Charge
Park Reservation Fee (Per Field)	\$100 per day	\$1,200.00	\$750.00
Park Reservation Deposit (Trash)	\$150.00	\$450.00	\$150.00
Porta-Potty Arrangement Deposit	\$300.00	\$900.00	\$0.00

In the chart above, you can see the IVCS D park fees for the three weekends.

Our parks employees will prepare the grassy area of the fields and eliminate weeds in the dirt portion of the fields prior to your games. Our District does not chalk fields, or drag and water the infield. The automatic water system will be turned off on Friday and back on Monday. These fees guarantee that you are the sole users of the park ball fields for the three weekends.

Your group will be responsible for cleaning up the park following each game, having one porta-potty available during the three weekends, and removing all garbage at the end of each weekend.

Please let me know if you have any questions.

Sincerely,

Chris Gallagher
 General Manager