

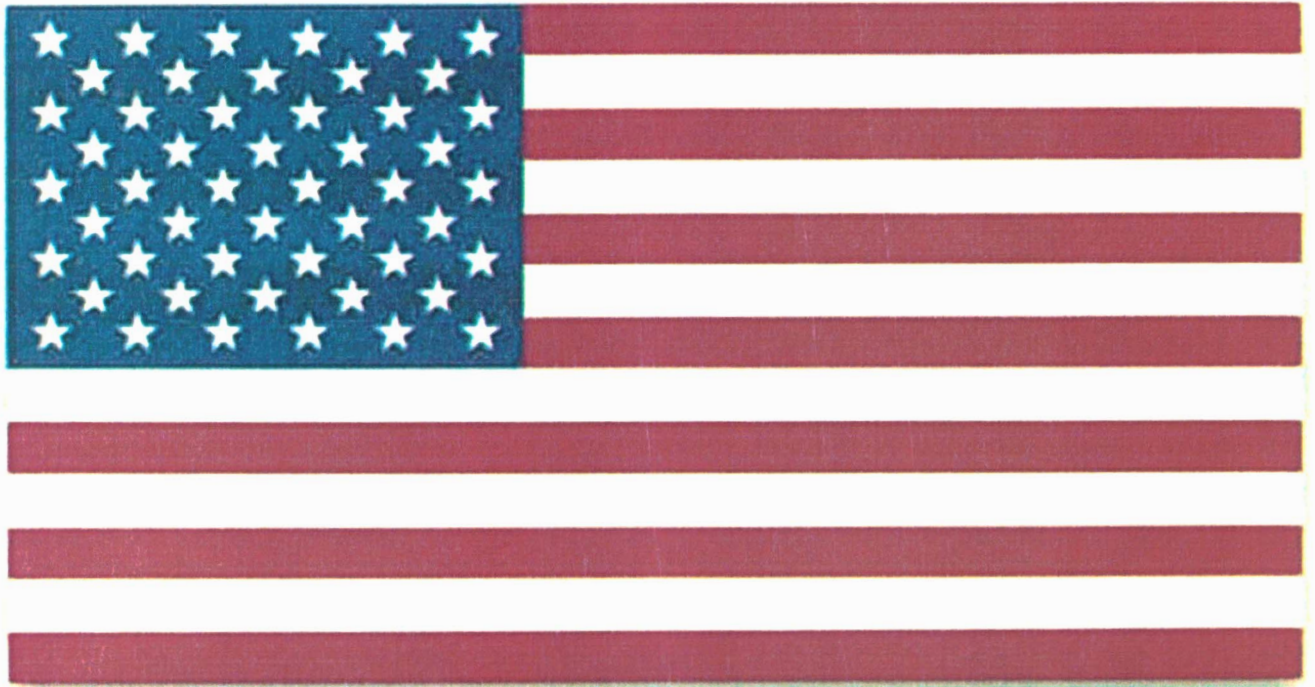
AGENDA
IVCSD SPECIAL MEETING OF THE BOARD
WEDNESDAY, JANUARY 12, 2022 AT 6:30 P.M.
TAYLORSVILLE HISTORIC HALL, 4322 MAIN STREET
TAYLORSVILLE, CALIFORNIA 95983

1. Call to Order/Roll Call:
 - Board Clerk Titcomb will call the roll and confirm a quorum.
2. Pledge of Allegiance:
 - Board Chair will lead the group in the pledge.
3. Approve the Agenda:
 - Discussion/Action: **2 Minutes**
4. Public Comment:
 - *This portion of the agenda may be utilized by any member of the public to address and ask questions of the board of directors on any matter that is **NOT** on the agenda within the jurisdiction of the IVCSD. Depending upon the subject matter, the board of directors may be unable to respond at this time, or until the specific item is placed on the agenda at a future IVCSD board meeting in accordance with the Ralph M. Brown Act, or as decided upon by the board chair.* **5 to 10 Minutes**
5. Board Member Interviews for 2 New Board Members:
 - Review Letters of Interest from 4 Constituents, Corky Porterfield, Susan Doran, Steve Clark, and Krisi Gorbet. Info in the packet.
 - Discussion/Action:
 - Oath of Office for 2 Board Members. **35 Minutes**
 - Seat 2 New Board Members.
6. Water and Sewer Systems Update. **10 Minutes**
 - Chief Plant Operator Silva:
 - Discussion Only.
7. Meeting Schedule for 2022. **5 Minutes**
 - Approve the Proposed Meeting Schedule for 2022. Staff Report in the Packet.
 - Discussion/Action:



8. Financial Reports-Budget Document **25 Minutes**
 - Mandy McGarva and Office Manager Titcomb.
 - List of Checks, Cash Balances, LAIF Balance, Profit & Loss Statement, Info in the Board Packet for Review. Handout possible at the Meeting.
 - Discussion/Action.
9. Fire Department Report. **15 Minutes**
 - Acting Chief Bob Orange.
 - Discussion Only.
10. Plumas Bank Signature Card Update. **5 Minutes**
 - Minutes must reflect the names of the Signers that are to be removed, and then include the names of those to be added. This has never been done before this way.
 - Office Manager Titcomb. Discussion Only.
11. Approve Meeting Minutes of December 8, 2021 Regular Meeting.
 - Discussion/Action: **5 Minutes**
12. Designation of Applicant's Agent Resolution for Non-State Agencies.
 - Form 130 with Bob Orange and Ted Cassidy listed. **5 Minutes**
 - Discussion/Action:
13. General Manager's Report.
 - GM Ted Cassidy Monthly Report to the Board. **20 Minutes**
 - Information is in the Board Packet.
14. Closed Session
 - CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
 - Initiation of litigation pursuant to Government Code section 54956.9(d)(4): (1 cases)
15. Report out from Closed Session
16. Adjourn the Regular Meeting Until the Next Regular Meeting of: January 26, 2022

REASONABLE ACCOMMODATION: *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 IVCS D to make reasonable arrangements to ensure accessibility [28 CFR 35 .102.35.104 ADA Title II].*



**I PLEDGE ALLEGIANCE TO THE FLAG
OF THE UNITED STATES OF AMERICA,
AND TO THE REPUBLIC FOR WHICH
IT STANDS, ONE NATION UNDER GOD,
INDIVISIBLE, WITH LIBERTY AND
JUSTICE FOR ALL.**

Public Comments

Suggestions

Date: _____

My suggestion(s): _____

My suggestion(s) would benefit: _____

Other comments or suggestions: _____

(You may also use the back of this card.)

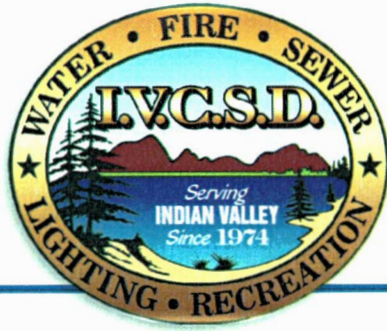
Name (optional): _____

www.fixturedisplays.com

item 1040C

RECEIVED

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
 Bob Orange
 Kaley Benz
 Roger Cherry
 Vacant
 Vacant

www.indianvalleycsd.com

M * E * M * O * R * A * N * D * U * M

Date:	January 12, 2022
To:	Chairman Bob Orange
From:	Ted Cassidy, General Manager
Subject:	Interview questions for Board of Director candidates

BUDGET IMPACT OVERVIEW:						
N/A	Funded	Unfunded	Amount	Department	Line Items(s)#	Line Item Title
√						

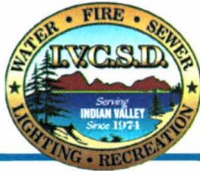
RECOMMENDED ACTION: Ask pertinent questions of each candidate for the Board of Directors vacancies. Select two candidates to appoint to the Board of Directors. Ask the Board Secretary to give the Oath of Office and seat two new Board Members

Summary/Background

The Board of Directors of the Indian Valley Community Services District currently has two vacancies. Qualified candidates for appointment must live within the district, be 18 years of age or older AND registered to vote in Plumas County. Four community members have applied to fill these positions, Kristine Gorbet, Susan Doran, Steve Clerk, and Corky Porterfield. Appointment to the Board of Directors due to a vacancy is subject to State Law in Government Code Title 1, Division 4, Chapter 4, Article 2, Section 1780. The Law indicates the remaining Board Members shall appoint new members of the Board within 90 days of a vacancy, or declare an election within 60 days. If the vacancy is not filled in a timely manner the Board of Supervisors has the authority to appoint members. At the December 8, 2021 Regular Meeting of the IVCS D Board of Directors, Supervisor Goss recommended the District interview and appoint applicants to the Board of Directors as soon as possible. The Board called a special meeting for December 14, 2021 which was subsequently cancelled due to a lack of quorum.

The first regular meeting after Supervisor Goss' recommendation is the January 12, 2022 meeting. The Board will interview candidates and appoint Board Members who will serve on the Board until the next regular election which will be in November 2022. All 5 Board Members will need to be elected, 2 will run for a 4 year term, and 3 will run for a 2 year term, and then regular elections will continue after that point in time.

The following is suggested list of questions. Current Board Members may use these questions or may add some of their own. Please allow each candidate to answer any question that is used.



Suggested Questions for Board candidates

1. Why have you applied to become a Board member?
2. What do you hope to accomplish as a member of the Board of Directors?
3. How have you already been volunteering or serving in the District?
4. What experience in budgeting, engineering, government organizations, etc. do you have that will help you make sound policy decisions for the District?
5. There will be a significant time commitment for this volunteer position. Duties of the Board of Directors includes attendance at regular meetings, special meetings, and emergency meetings, reasonable preparation to understand board packets prior to meetings, service on committees, etc. Do you feel you have the time to devote to this position.
6. Board members make decisions about a wide range of subjects: "Should the District rebuild an expensive water plant or drill another well?"; "Should the District lease water to local ranchers?"; "How should Personnel issues be handled?"; "What FEMA monies are worth pursuing given the District must match a percentage of the funding?", etc. Are you willing to learn enough to make informed decisions?
7. The Board of Directors represents the entire valley, do you feel you will be able to make decisions which will benefit the District as a whole rather than just a select group of individuals?
8. As a Board member you may be called upon to make decisions which could be unpopular. How will you handle this?
9. As a Board member, you will be serving in a public status as part of a team. Will you be able to support your fellow Board members should the rest of the Board choose to make a policy you do not agree with?

Fiscal Impact

-None.

Attachments

Letters of Interest/Resume of Candidates - *Contact information edited to protect privacy*

Corky Porterfield

12/6/21

IVCSD
127 Crescent St.
Greenville CA 95947

Re: Application for Board Vacancy

Dear Board Members:

I am applying to fill the IVCSD Board Vacancy. I see this as a perfect opportunity to serve the Indian Valley Community. I have been a resident of Indian Valley for over 40 years. I have worked for the hospital and drove the ambulance for 20 years. This gives me a good understanding of the emergency service needs within the District. I was a founding mother of Mountain Circle Foster Family Agency, serving as the records supervisor and a Foster Parent. I will be able to use the skills I developed with the agency to understand budgeting and state regulations. This will be especially important in the light of the need for extra funding due to the Dixie Fire. For the last year I have been serving as the President of the Indian Thrift Shop Association.

I would be honored to serve the Community Service District as a Board Member.

Thank you for your consideration,



Corky Porterfield

RECEIVED
12-9-2021

AD THH.

Corky Porterfield

Retired RN
Retired RN

References

Carol Viscarra

Retired RN

Retired RN
Retired RN

Kathy Garlic

Retired Nurse Practitioner

Retired Nurse Practitioner

Joanne Prast

Retired RN

Retired RN

Retired RN

Retired RN

Retired RN

Contacted Information Edited for Privacy

December 8, 2021

Indian Valley Community Services District

127 Crescent Street

Greenville, California 95947

ATTN: Jeff Titcomb

Clerk of the Board

RE: Letter of Interest for Membership on IVCS D Board

Dear Mr. Titcomb,

Having grown up in this valley, then leaving the community for 45 years to pursue education and career in the public sectors of engineering and planning, I returned over three years ago to retire. I am now interested in serving the community of which I grew up in.

As the community of Greenville will involve many facets in rebuilding, I believe my engineering and surveying experience may be of value. As can be seen in my resume, I have a varied cross section of designing, surveying, inspection, project management, budget experience as well as extensive communication experience with the public and other stakeholders.

Thank you for your consideration.

Susan C Doran

[Faint, illegible text]

RECEIVED
12-8-21

MS Wed

RESUME of

Susan C Doran

Education:

Everett Community College
Everett, Washington
AAS – Engineering and Surveying, 1980

Wenatchee Valley College
Omak, Washington
General education, 1978

Lassen Community College
Susanville, California
General education, 1967-68

Greenville Jr-Sr High School
Greenville, California
Diploma, 1967

Work Experience:

2003-To Present: Ranching; growing hay, alfalfa, wheat, and straw for resale. Maintained books for same. Managed a freight shipping and receiving service for two years during this period as well.

1999-2003: Snohomish County Public Works Department, Engineering Division; reviewed and approved proposed development projects by land developers, also included review of commercial projects to ensure designs met all requirements of the County Engineering Construction Standards and Washington State Engineering Standards. Reviewed and approved Right of Way use permits and did construction inspections as needed. Revised and assisted in the re-write of the County Construction Standards. Interfaced with other departments such as Traffic Engineering, Environmental Review and Planning, Roads, Right of Way, Design and Surveying. Extensive interface with engineering firms, other city and state departments and the public.

1989-1999: Employed by the San Juan County Public Works and then the Skagit County Public Works, City of Mount Vernon, all of Washington state: Duties included roadway design, writing, and administering construction contracts,

RECEIVED
12-8-2024

MO Webb

construction inspection, finalizing completed projects. Review of right of way permits and issuing same.

1982-1989: City and Borough of Juneau; Juneau, Alaska. Engineering Department: Audit and finalize past engineering projects; design and draft construction projects (sewer, water, drainage, etc.) Write contract specifications, manage budget, and pay requests, construction inspections and reports for same. Projects were not limited to roadways but also doing Requests for Proposal on park and airport projects as well. Inspecting construction and finalizing these projects was included on these projects. Also wrote right of way and city property survey descriptions. Reviewed and assisted with the issuance of building permits.

Other employment of note has been the following:

First Western Bank, Greenville, CA – Teller

US Forest Service, Sierraville and Downieville, CA – Draftsman, surveying, fire dispatcher, time clerk, fire lookout

US Forest Service, Tonasket, WA – Timber Stand Exams crewmember, firefighter

Loyalton Hospital, Loyalton, CA – Receptionist, assistant bookkeeper, medical transcriber

LETTER OF INTENT

Board Chairmen Bob Orange,

I would like to be considered as a board member for the Indian Valley Community Services District.

As you know I have lived in the Indian Valley community for 51 years and graduated Greenville High School in 1988.

I have been involved in the Greenville/Indian Valley community for approximately 20 years both professionally and personally.

Thank you for the consideration

Steve Clark

[Faint, illegible text]

RECEIVED

November 10, 2021

IVCSD

Dear Jeff and IVCSD Board Members:

I would like to volunteer to be a member of the Indian Valley Community Service District. I have been a resident of the Indian Valley Community since 1997. I am originally from Yreka the daughter of a County Auditor (Dad) and Credit Union Manager (Mom), Granddaughter of a Rancher and wife of long time Indian Valley Resident/Owner Logging Company Warren Gorbet. I have owned a jewelry manufacturing company (Hat Creek), a natural food market (Burney) and was co-owner of Indian Valley Logging Inc. I was employed by PG&E for 37 year and recently retired as of October 1st. My positions at PG&E in Electric Operations were groundsman, truck driver, supervisor, superintendent. In addition I held positions as a customer service rep, foreman's clerk, emergency management specialist, and business technology applications expert.

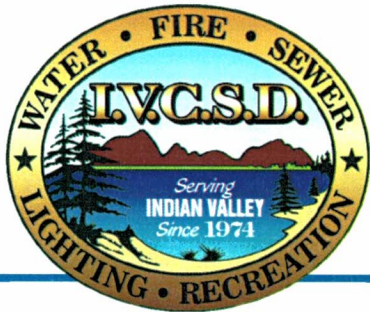
I believe now is a unique time to step up and help support my community. We have an opportunity to rise up from the devastating wild fire that destroyed Greenville and bring our families, friends and neighbors home to one of the most beautiful places I have ever known. My family has always been active in serving our community and it's my turn to use my skills and experience to support the community any way I can.

Sincerely yours,

Krisi Gorbet

RECEIVED

Indian Valley CSD
 PO Box 899
 127 Crescent Street
 Greenville, CA 95947
 530.284.7224 phone
 530.284.0894 fax



Board of Directors
 Bob Orange
 Kaley Benz
 Roger Cherry
 Vacant
 Vacant

ivcsd@frontiernet.net

www.indianvalleycsd.com

M * E * M * O * R * A * N * D * U * M

Date:	January 12, 2022
To:	Chairman Bob Orange
From:	Ted Cassidy, General Manager
Subject:	Regular Meeting Calendar for 2022

BUDGET IMPACT OVERVIEW:

N/A	Funded	Unfunded	Amount	Department	Line Items(s)#	Line Item Title
√						

RECOMMENDED ACTION: Approve or amend the meeting calendar as presented and adopt Resolution 2022-01: Setting the Calendar of Regular Meetings for the Indian Valley Community Services District for Calendar Year 2022

Summary/Background

The Board of Directors of the Indian Valley Community Services District has traditionally held regular Board Meetings on the 2nd Wednesday of each month. During the past year, the Board has needed to meet more frequently and often called special meetings. Many constituents have not been notified or able to attend the special meetings as special meetings are properly posted only 24 hours in advance. This has caused a perception of a lack of transparency. This fact, coupled with a projection of many upcoming decisions due to the damages caused by the Dixie Fire, presents a need to hold regular meetings more frequently. Staff proposes scheduling regular meetings for the 2nd and 4th Wednesdays of each month, with the understanding that regular meetings may be cancelled if a meeting is not necessary. Scheduling two regular meetings each month still allows the Board of Directors to add-in Special Meetings or Workshops if necessary.

Setting the Board meeting calendar in advance assists the Board, Staff and Public with scheduling of District business.

Fiscal Impact

None. A regular calendar schedule should promote more efficient use of staff time.

Attachment

- A. Resolution 2022-01 with Board Meeting Calendar for 2022.

INDIAN VALLEY COMMUNITY SERVICES DISTRICT

RESOLUTION No. 2022-01

**A RESOLUTION OF THE INDIAN VALLEY COMMUNITY SERVICES DISTRICT
SETTING THE CALENDAR OF REGULAR MEETINGS FOR THE INDIAN VALLEY
COMMUNITY SERVICES DISTRICT FOR CALENDAR YEAR 2022**

WHEREAS, the Board of Directors shall set an annual Board of Directors meeting calendar to establish dates and times for regular meetings thereby assisting the Board, staff and the public with advance planning and scheduling of District business; and,

WHEREAS, the following calendar is established notwithstanding scheduling of additional meetings as required upon proper notice under the Brown Act; and,

WHEREAS, the Board of Directors pursuant to this Resolutions sets aside a time period for closed session after the open session of each regular meeting; and,

WHEREAS, the Dixie Fire destroyed the regular meeting location for the Board of Director's meetings.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the Indian Valley Community Services District as follows:

1. The Board of Directors establishes 6:30 PM as the regular meeting time for each regular meeting. Meeting location will be indicated in the agenda for each regular meeting. Closed Sessions may be held immediately after the Open Session of each meeting. No Closed Session will be held unless the posted agenda of the regular meeting indicates that such Closed Session will take place.
2. The Board of Directors establishes the attached meeting schedule for Calendar Year 2022, typically meeting the second and fourth Wednesday of each month and adjusted if need due to holidays or dates that will cause quorum issues.

Bob A. Orange, Chairman
Board of Directors

ATTEST:

Jeff Titcomb, Board Secretary

2022 IVCSD Board of Directors Meeting Calendar

January 12	July 13
January 26	July 27
February 9	August 10
February 23	August 24
March 9	September 14
March 23	September 28
April 13	October 12
April 27	October 26
May 11	November 9
May 25	November 23
June 8	December 14
June 22	December 28



**FY 2020-
2021**

Indian Valley Community Services District Budget



**This is a working or living document. It will be updated on an as-needed basis throughout the year.*

INDIAN VALLEY COMMUNITY SERVICES DISTRICT*

District History:

- November 26, 1974 Plumas County Board of Supervisors adopted Resolution 74-2670 ordering the combination of the Greenville Sanitary District, Greenville Lighting District, and the Greenville Fire Protection District to become the Greenville Community Services District (CSD) without an election and designated the initial Board of Directors.
- September 9, 1993 Taylorsville Fire Department was brought under the umbrella of the Greenville CSD and renamed the Indian Valley Community Services District (IVCSD or the District).
- April 14, 1999 Sorsoli Water Company was purchased by the District and became Crescent Mills Water as part of the IVCSD.
- July 25, 2002 Bidwell Water Company was purchased by the District and became Greenville Water as part of the IVCSD.

Service Area: The Indian Valley Community Services District supplies water and/or sewer services to the communities of *Greenville*, *Taylorsville*, and *Crescent Mills* and fire protection services to *Greenville*, *Taylorsville*, *Genesee* and *North Arm* in the beautiful Indian Valley area of Plumas County, California. The District has approximately 800 water and wastewater customers. According to the 2010 census, there were 2,479 residents within the District. The average household income is slightly more than \$30,000 annually.

Departments: There are five distinct functional areas (hereafter referred to as “departments”) managed by the District including water, wastewater, fire, parks, and street lighting.

Water Department: Funding for the water systems is collected through user fees. All water users have meters, which were installed in the 1980s. All water in the District is chlorinated. The District has two distinct water systems.

In the *Greenville* system, there are two water tanks: 720,000 and 97,125 gallons. The well produces 270 gallons per minute or approximately 1,000,000 gallons per day. The District owns the water rights to Round Valley Reservoir, a 487-acre lake with 5200-acre feet of water which is retained as a backup. The reservoir dam was built in 1865. There are 582 customers with 10.5 miles of pipe on this system.

The *Crescent Mills* system has one tank that is 231,000 gallons and is filled by the spring in the Green Mountain Mine. There is also a well that produces approximately 30 gallons per minute. The water is treated for Iron and Manganese with a Greensand Filter Plant. Sodium Hypochlorite and Potassium Permanganate are added before the filtration process. This system serves 83 customers by gravity feed. The District also owns the water right to North Creek and Buckeye Springs. There are 82 customers with 3 miles of pipe on this system.

Wastewater Department: Funding for the wastewater systems is collected through user fees. *NOTE: Greenville has a separate assessment for an expansion.* The Wastewater system also consists of two distinct systems:

In the *Greenville* system, there are 575 users, 11 miles of pipe, five lift stations, and 29 acres of ponds (5 total). This system handles 67,000 gallons of wastewater each day.

In the *Taylorville* system, there are 95 users, 5 miles of pipe, one lift station, and an 81,000-gallon septic tank. This system handles 11,500 gallons of wastewater each day.

Indian Valley Fire Department: Funding for the fire department is collected by Plumas County Tax Collector through property taxes/assessments and allocated annually to the District. The department includes four fire stations: *Greenville*, *Taylorville*, *North Arm*, and *Genesee*. Each station has its own equipment. The July 2015 ISO (Insurance Service Office, an insurance advisory organization that provides statistical and actuarial information to businesses) rating was determined to be 04/4Y, a very good rating.

Parks Department: Funding for the parks department is collected by Plumas County Tax Collector through property taxes/assessments and allocated annually to the District. This department includes three parks: *Greenville Community Park* (7.5 acres north of Greenville off Hot Springs Road), *Triangle Park* (.02 acres in Greenville), and *Chuck Clay Park* (.3 acres in Taylorville). *NOTE: The pool next to the Chuck Clay Park in Taylorville is operated by the Indian Valley Recreation and Parks District (IVRPD) through the summer of 2020.*

Street Lighting Department: Funding for this department is collected by the Plumas County Tax Collector through property taxes/assessments and allocated annually to the District. The Lighting District consists of 75 street lights located throughout Greenville and Taylorville.

Board of Directors: The District is administered by an elected Board of Directors. The Board consists of 5 directors who elect a Chair and Vice-Chair annually. Each director serves a four-year term with no term limit. The next regular election will be held in November 2021 for 3 director positions. Directors must be registered voters of Plumas County and live within the area served by the District (Government Code 25041 & 61040 (b)). Any openings on the Board must be filled by the Board within 60 days of a vacancy. The Board of Supervisors may appoint a Director from the 61st day through the 90th day. If no appointment is made, a special election must be held to fill all vacancies.

Employees: The District maintains eight (8) employees: five (5) full-time (Chief Plant Operator, Office Manager, two Water/Wastewater Trainees and a Receptionist/Meter Reader) and three (3) less than full-time (General Manager, Fire Chief, and Wastewater Operator). The Indian Valley Fire Department currently has 17 volunteers. The District additionally contracts personnel for engineering, legal and bookkeeping services.

Funding: The District acquires funding from three (3) separate sources: Property taxes/assessments, service charges, and grants.

Property taxes/assessments: Funding for the District's fire, parks, and lighting departments collected by Plumas County Tax Collector through property taxes/assessments and allocated annually to the District. As a result of CA Proposition 218 & 26 legislation, taxes cannot be raised without the approval of the voters within the District.

Service Charges: Rates collected directly by the District from customers for having the ability to connect to the water and/or sewer system(s). Via the Prop 218 process, a rate 5-year increase was evaluated in FY 2014/15, adopted and is reflected in this budget.

Grants: Grants are critical to the overall program of work and grant development is part of the ongoing District workload.

IVCSD MISSION STATEMENT

In order to have a functional and valued budget, the District must have a clear Mission to abide by. The Indian Valley Community Service District's mission is to:

“Provide and manage the necessary services for our community’s health, safety, well-being, and prosperity.”

GENERAL MANAGER’S MESSAGE

I, Chris Gallagher, am in my fifth year with the District. The District continues to look at different methods of working to save money, repair needed facilities, and serve our customers in the best possible way.

In January, the District implemented a new computer billing system that makes payments online much easier for our customers. Through the portal, customers are now able to view their monthly bills, pay by credit card, bank check or direct bank account withdrawal, review past payments, and look at water use. This will make it much easier for everyone to pay on time and get the best information possible about their service.

March has been the craziest month in my lifetime, and most likely yours! The COVID 19 virus has caused all of us to conduct business, as well as our daily lives, in a substantially different manner. District personnel are still working to keep our basic infrastructure up and running. Our office door will remain closed to shield our workers from coming into contact with someone who might have the virus. It is not known how long this situation will last, but rest assured that we will be here to keep the vital water and wastewater services up and running.

We were notified in January that we had been successful in obtaining a Planning Grant through the Water Board for the Crescent Mills Water System. This grant allows us to create shovel ready plans to improve the water system. Once this program is completed, the District will look for funding to make needed improvements.

Our Greenville Planning Grant, to find leaks in the water system, is nearly complete. We should have a shovel ready project during this fiscal year, find funding, and begin to harden the water system and protect our vital resource. We will be working with the Water Board to find construction money to repair the leaks in our water system that were identified through this grant.

Another grant-funded project that was obtained for this fiscal year is the Integrated Regional Water Management (IRWM) program Tank addition project. This grant will pay for the installation of a 135,000-gallon tank at the site of its other two Greenville tanks to improve storage capacity for the community in order to protect the community from wildfire, as well as providing sufficient drinking water during times of power outages.

The District is responsible for putting the Greenville Water Plant back into production as a secondary source of water. The California Rural Water Association will be writing startup procedures for the plant, and we will be repairing a leak near the plant that has prevented water from getting to the plant. We are anticipating this project to be done at the end of summer.

The Fire Department continues to do a great job for our community by responding to emergency situations in the valley. Last year was very busy for our volunteers as they responded to significant fires, medical emergencies, vehicle accidents, and other emergencies. Please thank our volunteers as you see them in our community.

There will be a change in personnel assignments in this fiscal year. We anticipate hiring a Shift Supervisor to run a Water/Wastewater crew of two to more quickly take care of leak issues, do new installations, and work through our new cross-connection program. The Chief Plant Operator will be working on the Greenville Plant startup, the Crescent Mills planning project, running to Greenville Leak project, and doing rounds throughout the District to assure its integrity. We believe this will help things run much more smoothly regarding all systems.

IVCSD GOALS – Fiscal Year 2020/21

1. Maintain and Improve District Infrastructure.

- a. Begin Work on the Crescent Mills Planning Project.
- b. Repair water line from Round Valley Reservoir (excavated but pipe needs replacing)
- c. Work with PG&E to utilize Hydro & Solar Electric within the District's facilities.
- d. Successfully realize a secondary water source for Greenville.
- e. Complete work on Main St. water main.
- f. Review grant opportunities to identify and make project ready areas of INI wastewater infiltration.

2. Improve District Fiscal Resources

- a. Secure a grant or other funding for safety fencing at Crescent Mills, Greenville Water, and Greenville Sewer facilities.
- b. Work towards funding to clean all water tanks.
- c. Continue to seek additional grants for District projects including IRWM, Fire and Park grants (DWR, Prop1, State Parks, etc.), shovel ready projects, etc.

3. Provide for Greater Departmental Efficiencies and Safety

- a. Develop firefighter's certified training and new volunteer orientation and handbook and bring on new volunteers.
- b. Ensure all vehicles pass inspection through annual maintenance checkups with a certified mechanic. Complete monthly review of weekly maintenance records.
- c. Continue to apply for Cal Fire equipment grants and other grants annually.
- d. Review and implement a source water protection plan.
- e. Conduct training for District on Dam Emergency Inundation and All Incident Safety Plan.
- f. Ensure customer service and other readiness training to prepare staff for emergencies.
- g. Test Hydrants on an annual basis for flow.

BUDGET LINE ITEM TERM DEFINITIONS

REVENUE:

- 30314 Service Charges:** A monthly fee established through a rate study and a vote of the District charged to customers for having the ability to connect to the water and/or sewer system(s).
- 30315 Water Use Revenue:** Established rate charged for each (1) unit (748 gallons) use per month.
- 31321 Property Tax Revenue:** Parcel tax levied by Plumas County and collected by the Plumas County Tax Collector on properties within the District for general fund departments including Fire, Parks, and Lighting. *NOTE: Tax liens the District issues on properties are funded back to water or sewer as related.*
- 31326 Interest Revenue:** Interest accrued on some bank accounts containing Reserves or other funds.
- 31327 Grant Revenue:** Funds that are actively pursued from various sources each year, but not budgeted unless funds will be secured in the applicable Fiscal Year.
- 31330 Misc. Revenue:** Monthly fees charged for the 10% Debt. Reserve (\$2.44 monthly in Greenville and \$1.54 monthly Crescent Mills). Other unclassified funds are recorded here.
- 31331 Transfer In:** Funding collected from other department funds to pay for administrative costs based on income to each department.

EXPENSES: Salaries and Benefits

- 40010 Salaries & Wages:** Wages paid to employees including all mandatory payroll taxes including, but not limited to, vacation pay and sick leave.
- 40011 Overtime Wages:** Funds paid to employees for time worked over 8 hours per day or 40 hours per week. Limited to unexpected or ongoing excessive project demands.
- 40012 Pager Duty:** \$100 per week paid to a designated employee to be locally available to respond to emergency calls.
- 40015 EE Benefits:** The District provides medical, dental, and vision insurance for regular, non-probationary, full-time employees. This category also includes employers and employee taxes.
- 40016 Workers Comp:** This is insurance paid by the District for on the job, work-related injuries.

EXPENSES: Services and Supplies

- 40017 Mapping, CAD, GIS & Software:** All computer non-hardware computer-related items.
- 40018 Advertisement/Legal Notices:** The District is required to make certain notices public by placing ads in the newspaper.
- 40023 Insurance – Liability:** To differentiate from Workers Comp Insurance, this is our liability insurance that is not included in Employee Benefits.

- 40024 **Communications:** Covers phone services, lines for the lift stations, and computer lines.
- 40025 **Office Expense/Billing Stock, Supplies:** Any and all expenses having to do with office operations, office equipment, supplies for regular business in other departments, and daily operational items.
- 40026 **Rent & Lease:** Office rental, copier rental, and anything else that is rented.
- 40027 **Memberships:** The District pays for professional memberships into District related organizations including CSDA, CRWA, Chamber of Commerce, etc.
- 40031 **Professional Services:** We utilize professionals such as Attorneys, Bookkeeping Services, Auditor, and other business-related professionals.
- 40035 **Travel, Meetings & Training:** This account is used to pay all expenses for job-related meetings and training.
- 40041 **Vehicle Expenses: Fuel:** Cost for fuel for all vehicles (i.e. fire trucks, maintenance vehicles, etc.)
- 40042 **Vehicle Expenses: Repairs:** Any repairs on District-owned vehicles. NOTE: We have separated fuel and repairs in an attempt to keep track of total vehicle costs.
- 40051 **Utilities: Electric:** Costs paid to PG&E for power for the office, lift stations, water plants, etc.
- 40052 **Utilities: Garbage:** Costs for garbage removal from the office, parks, water plant, etc.
- 40053 **Utilities: Propane/Oil:** Heating and generator fuel products.
- 40055 **Small Tools:** Tools used regularly that do not amount to capital items.
- 40056 **Supplies:** Items that are required for repairs on systems, other supplies not including office items, and any other small equipment.
- 40057 **Postage:** The amount required to send out billing or other parcels by mail.
- 40061 **Repairs and Maintenance:** This account is used to pay for more pricey items that fail throughout the year and need immediate replacement.
- 40062 **State Required Engineering/Testing Reports:** Any use of Engineering Services and all Water and Wastewater testing is charged to this account.
- 40068 **Permits and Inspections:** The District pays Penn Credit, Plumas County Permits and State Water, Wastewater Fees, & Dam Fees.

EXPENSES: Services and Supplies (continued)

- 40075 **Safety:** These are items needed to provide for safe operations by our employees.
- 40078 **Property Tax:** Typically Districts are not required to pay property taxes. However, we have one parcel that did lay outside the District's sphere of influence, causing us to have to pay the tax.

40110 Transfer Out: The amount, based on a set percentage of income, each department pays toward the funding of the Admin account for administrative costs to support each department.

EXPENSES: Debt and Reserves

50500 USDA Debt Service: Loans made to the Department's specific funds are repaid by each fund once annually until the loan is repaid.

50501 USDA Reserve Requirement 10%: USDA loans require an annual 10% reserve payment until the loan is repaid.

50505 Operating Reserve: This is the funding put aside in case the amount budgeted does not cover the total expenses for the year.

50506 Capital Improvements: Funds available for the capital purchase of single items over \$5,000 and projects that exceed \$5,000.

50507 Long Term Asset Reserve: An attempt is made by the District each year to put into reserves 10% of its income into the reserve.

50508 SRF: These are other Debts the District has outstanding that require an annual payment until repaid.

USDA Loan 4.5% - The loan obtained to expand sewer services to other residents that were initially outside the District Boundaries.

USDA Loan 4.25% - The loan obtained to purchase the Greenville Rescue Engine.

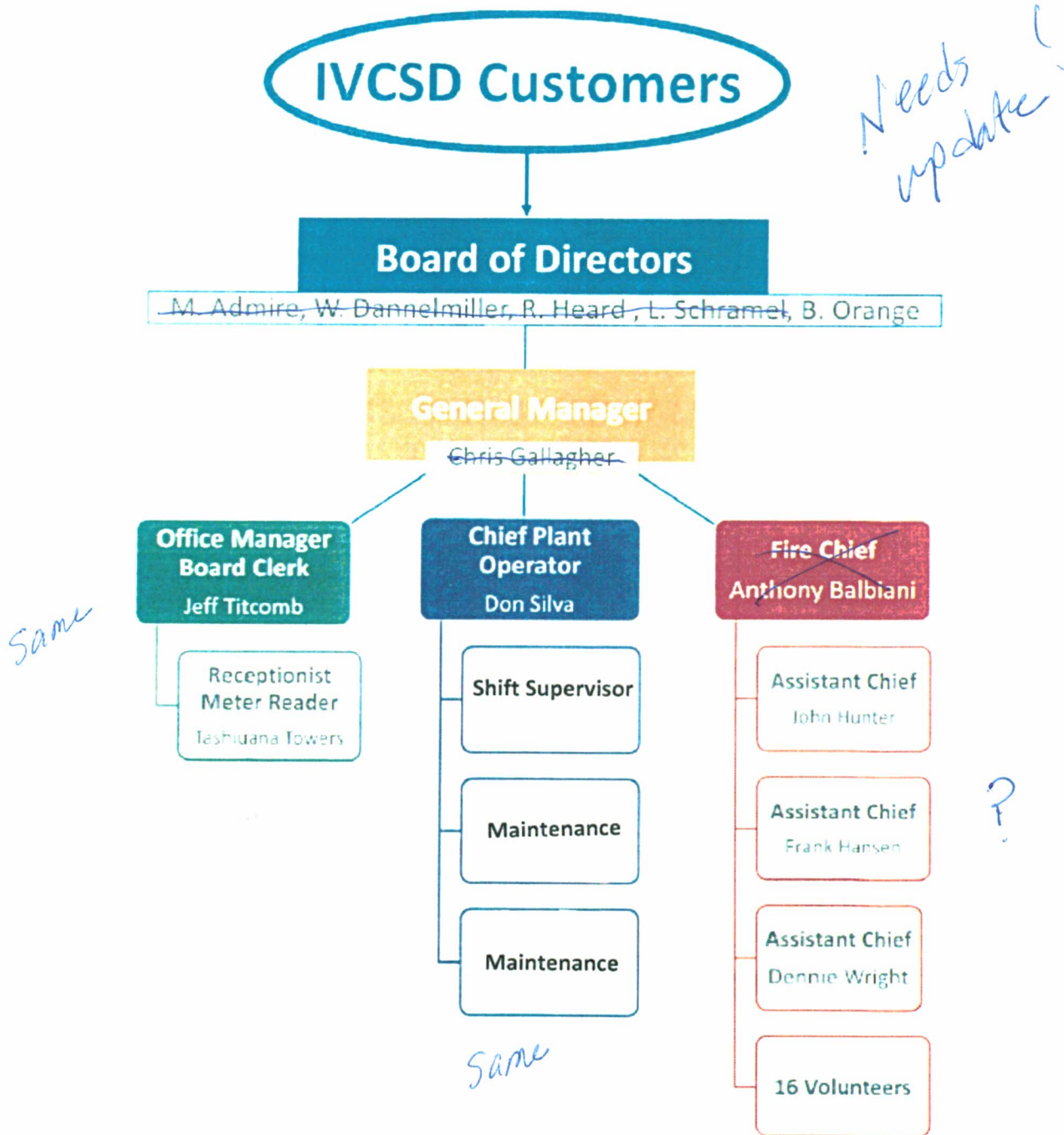
UMPQUA Bank Loan 2.85% - The loan that consolidated all of the previous Water debt (Greenville Water System Purchase, Greenville Water System, Crescent Mills Water System Improvements, and Greenville Water Pipe Replacement). This loan had a present value savings of over \$500,000 and cut the length of payments from 25 years to 15 years.

State Revolving Fund (SRF) – The loan that paid for the drilling of the Crescent Mills Well.

State Water Control Board – This is a debt that went to collections during the embezzlement. We pay \$500/month with no interest out of the water budget.

Plumas County Community Development Grant – This grant is only paid back to Plumas County Community Development when a new customer activates a hookup in the District.

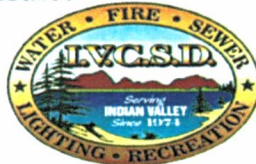
ORGANIZATIONAL CHART



Indian Valley Community Services District

FY 20/21 Budget

7/1/20 12:00 AM



Total Budget - Summary

Aggregate of Departments

	Wastewater 2	Water 1	Fire 15.1%	Park 3 5.2%	Lighting 2.1%	Total	Admin
Revenues	23.0%	54.6%					
30304 Service Charges Sewer	\$214,318					\$214,318	\$0
30314 Service Charges Water		\$382,057				\$382,057	
30314.1 Reserve Revenue		\$29,000				\$29,000	
30315 Water Use Revenue		\$175,000				\$175,000	
30316 Penalties Water		\$17,000				\$17,000	\$0
30318 Penalties Sewer	\$4,565					\$4,565	
31321 Tax Revenue	\$17,000		\$150,000	\$40,000	\$23,300	\$230,300	
31326 Interest Revenue	\$2,500	\$1,000	\$0	\$0	\$0	\$3,500	\$4,000
31327 Grant Revenue	\$0	\$428,000	\$10,000	\$0	\$0	\$438,000	\$0
31330 Misc Revenue	\$20,000	\$9,500	\$20,000	\$18,500	\$0	\$68,000	\$4,500
30320 Administrative Income							\$261,450
Total Revenue	\$258,383	\$1,041,557	\$180,000	\$58,500	\$23,300	\$1,561,740	\$269,950
Expenses							
SALARIES AND BENEFITS							
40010 Salaries & Wages	\$98,993	\$98,993	\$32,414	\$10,400	\$0	\$240,800	\$137,472
40011 Overtime Wages	\$2,970	\$2,970	\$0	\$312	\$0	\$6,252	\$4,000
40012 Pager Duty	\$2,600	\$2,600	\$0	\$0	\$0	\$5,200	\$0
40015 EE Benefit (Health Ins. & Empl. Taxes)	\$14,600	\$19,600	\$2,500	\$0	\$0	\$36,700	\$31,917
40016 Workers Comp	\$3,500	\$3,800	\$7,500	\$412	\$0	\$15,212	\$6,500
Total Personnel Expense	\$122,663	\$127,963	\$42,414	\$11,124	\$0	\$304,163	\$179,890
% WC	16%	18%	35%	2%			30%
SERVICES AND SUPPLIES							
40017 Mapping & CAD & GIS & Software	\$0	\$2,000	\$0	\$0	\$0	\$2,000	\$7,000
40018 Advertising/Legal Notices	\$100	\$50	\$0	\$0	\$0	\$150	\$0
40023 Insurance - Liability	\$0	\$16,906	\$6,800	\$0	\$0	\$23,706	\$0
40024 Communications	\$4,439	\$4,743	\$1,750	\$0	\$0	\$10,932	\$3,600
40025 Office Expense/Billing Stock, Supplies	\$1,500	\$1,600	\$600	\$0	\$0	\$3,700	\$8,000
40026 Rent & Lease	\$500	\$1,000	\$0	\$0	\$0	\$1,500	\$18,600
40027 Memberships	\$250	\$800	\$250	\$0	\$0	\$1,300	\$4,000
40028 Food and Household Items	\$1,000	\$250	\$800	\$50	\$0	\$2,100	\$0
40030 Bank and Credit Card Fees	\$1,500	\$2,000				\$3,500	
40031 Professional Services	\$9,000	\$20,000	\$750	\$0	\$0	\$29,750	\$31,000
40033 Customer Payments						\$0	
40035 Travel, Meetings & Training	\$2,000	\$2,500	\$20,000	\$0	\$0	\$24,500	\$7,500
Vehicle Expense						\$0	
40041 Fuel	\$3,000	\$5,800	\$5,800	\$300	\$0	\$14,700	\$500
40042 Repairs	\$4,000	\$3,500	\$4,000	\$0	\$0	\$11,500	\$500
40043 Mileage Reimbursement	\$500	\$500	\$0	\$0	\$0	\$1,000	\$1,800
40040 Vehicle Expense Other							
Utilities							
40051 Utility - Electrical	\$14,280	\$32,000	\$2,400	\$700	\$12,400	\$61,780	\$1,560
40052 Utility - Garbage	\$0	\$25	\$0	\$2,000	\$0	\$2,025	\$0
40053 Utility - Propane/oil	\$500	\$2,000	\$1,500	\$200	\$0	\$4,200	\$250
40055 Small Tools	\$800	\$3,000	\$1,200	\$200	\$0	\$5,200	\$0
40056 Supplies	\$8,000	\$15,000	\$5,000	\$4,000	\$0	\$30,000	\$500
40057 Postage	\$1,180	\$1,180	\$0	\$0	\$0	\$2,360	\$500
40061 Repairs & Maintenance	\$5,500	\$6,500	\$5,000	\$4,000	\$0	\$57,000	\$250
40062 State Required Eng./Testing Reports	\$5,000	\$16,000	\$0	\$0	\$0	\$21,000	\$0
40068 Permits and Inspections	\$45,865	\$17,430	\$0	\$340	\$0	\$63,635	\$0
40075 Safety	\$1,250	\$2,000	\$5,000	\$307	\$0	\$8,557	\$500
40078 Property Tax	\$300		\$0	\$0	\$0	\$300	\$0
40100 Administrative Expense	\$60,115	\$142,750	\$39,552	\$13,611	\$5,421	\$261,450	\$0
Total Services and Supplies	\$168,580	\$299,334	\$100,402	\$61,708	\$17,821	\$647,845	\$86,060
50500 Debt Service	\$24,582	\$193,028	\$15,712	\$0	\$0	\$233,322	\$0
50501 USDA Reserve Requirement - 10% pmts/yr	\$0	\$0	\$1,571	\$0	\$0	\$1,571	\$0
50505 Operating Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0
50506 Capital Improvements/Projects (Lift Station)	\$125,000	\$428,000	\$19,736	\$10,000	\$5,000	\$587,736	\$4,000
50507 Replacement Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
50508 SRF State Water Resources Control Board	\$0	\$4,542	\$0	\$0	\$0	\$4,542	\$0
Total Capital and Debt Payments	\$149,582	\$625,570	\$37,019	\$10,000	\$5,000	\$827,171	\$4,000
Total Expenses	\$440,825	\$1,052,867	\$179,835	\$82,832	\$22,821	\$1,779,180	\$269,950
Operating Income	(\$182,442)	(\$11,310)	\$165	(\$24,332)	\$479	(\$217,440)	-
# OF CUSTOMERS	650	650					
RATES - Current	\$27.48	\$48.98	6,284.44				
PERCENTAGE CHANGE	0.00%	0.00%					
CURRENT CHARGE Oct 2019	\$27.48	\$48.98					
CHANGE \$	\$0.00	\$0.00					

Indian Valley Community Services District

FY 20/21 Budget

Updated January 13, 2020

 Amt. Increased
 Amt. Decreased

Total Budget - Summary

Aggregate of Departments

	Wastewater 2	Water 1	Fire	Park 3	Lighting	Total	Admin
Revenues	23.0%	54.6%	15.1%	5.2%	2.1%		
30303 Service Charges Sewer	\$211,285		\$0	\$0	\$0	\$211,285	\$0
30314 Service Charges Water		\$376,651				\$376,651	
30315 Water Use Revenue	\$0	\$170,000	\$0	\$0	\$0	\$170,000	
30316 Penalties Water		\$13,000	\$0	\$0	\$0	\$13,000	\$0
30318 Penalties Sewer	\$4,500					\$4,500	
31321 Property Taxes & Reserves	\$16,983	\$29,640	\$136,500	\$46,000	\$15,850	\$244,973	
31326 Interest Revenue	\$2,500	\$1,000	\$0	\$0	\$0	\$3,500	\$4,000
31327 Grant Revenue	\$0	\$116,000	\$15,000	\$0	\$0	\$131,000	\$0
31330 Misc Revenue	\$22,000	\$9,416	\$70,000	\$2,000	\$2,300	\$105,716	\$2,500
31331 Transfer In							\$254,542
Total Revenue	\$257,268	\$715,707	\$221,500	\$48,000	\$18,150	\$1,260,625	\$261,042
Expenses							
SALARIES AND BENEFITS							
40010 Salaries & Wages	\$62,432	\$73,098	\$30,000	\$11,700	\$0	\$177,230	\$133,646
40011 Overtime Wages	\$2,800	\$3,500	\$0	\$585	\$0	\$6,885	\$4,000
40012 Pager Duty	\$2,600	\$2,600	\$0	\$0	\$0	\$5,200	\$0
40015 EE Benefit (Health Ins. & Empl. Taxes)	\$7,500	\$20,000	\$2,000	\$1,200	\$0	\$30,700	\$32,325
40016 Workers Comp	\$3,178	\$3,721	\$10,362	\$600	\$0	\$17,860	\$8,422
Total Personnel Expense	\$78,510	\$102,918	\$42,362	\$14,085	\$0	\$237,875	\$178,392
% WC	12%	14%	39%	2%			32%
SERVICES AND SUPPLIES							
40017 Mapping & CAD & GIS & Software	\$0	\$2,000	\$0	\$0	\$0	\$2,000	\$5,200
40018 Advertising/Legal Notices	\$100	\$50	\$0	\$0	\$0	\$150	\$1,500
40023 Insurance - Liability	\$0	\$16,906	\$3,000	\$0	\$0	\$19,906	\$0
40024 Communications	\$3,500	\$3,300	\$1,500	\$0	\$0	\$8,300	\$3,000
40025 Office Expense/Billing Stock, Supplies	\$1,000	\$1,600	\$600	\$50	\$0	\$3,250	\$12,000
40026 Rent & Lease	\$1,500	\$1,000	\$0	\$0	\$0	\$2,500	\$12,000
40027 Memberships	\$500	\$800	\$500	\$0	\$0	\$1,800	\$3,300
40028 Food and Household Items	\$250	\$250	\$800	\$500	\$0	\$1,800	\$600
40030 Bank and Credit Card Fees							
40031 Professional Services	\$9,000	\$20,000	\$500	\$0	\$0	\$29,500	\$30,000
40035 Travel, Meetings & Training	\$2,000	\$2,500	\$35,000	\$0	\$0	\$39,500	\$7,500
Vehicle Expense							
40041 Fuel	\$3,000	\$5,600	\$5,800	\$200	\$0	\$14,600	\$500
40042 Repairs	\$4,000	\$3,500	\$3,750	\$0	\$0	\$11,250	\$500
40043 Mileage Reimbursement	\$500	\$500	\$100	\$50	\$0	\$1,150	\$1,800
Utilities							
40051 Utility - Electrical	\$14,000	\$32,000	\$2,500	\$1,500	\$12,000	\$62,000	\$1,750
40052 Utility - Garbage	\$0	\$25	\$1,000	\$1,300	\$0	\$2,325	\$0
40053 Utility - Propane/oil	\$1,000	\$2,000	\$1,200	\$50	\$0	\$4,250	\$500
40055 Small Tools	\$800	\$3,000	\$1,200	\$200	\$0	\$5,200	\$0
40056 Supplies	\$4,000	\$15,000	\$4,000	\$4,250	\$0	\$27,250	\$1,000
40057 Postage	\$1,180	\$1,180	\$0	\$0	\$0	\$2,360	\$500
40061 Repairs & Maintenance	\$5,000	\$6,000	\$2,000	\$1,750	\$0	\$14,750	\$500
40062 State Required Eng./Testing Reports	\$5,000	\$16,000	\$0	\$0	\$0	\$21,000	\$0
40068 Permits and Inspections	\$45,865	\$17,430	\$0	\$340	\$0	\$63,635	\$0
40075 Safety	\$1,250	\$2,000	\$3,000	\$250	\$0	\$6,500	\$500
40078 Property Tax	\$300	\$0	\$0	\$0	\$0	\$300	\$0
40110 Transfer Out	\$57,971	\$135,134	\$46,531	\$10,816	\$4,090	\$254,542	\$0
Total Services and Supplies	\$161,716	\$287,775	\$112,981	\$21,256	\$16,090	\$599,818	\$82,650
<i>June 12 Budget Figures</i>	\$155,082	\$268,251	\$83,965	\$22,159	\$15,891	\$545,347	\$81,565
50500 Debt Service	\$25,096	\$196,734	\$15,712	\$0	\$0	\$237,542	\$0
50501 USDA Reserve Requirement - 10% pmts/yr	\$0	\$0	\$1,571	\$0	\$0	\$1,571	\$0
50505 Operating Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0
50506 Capital Improvements	\$12,000	\$100,000	\$30,000	\$38,000	\$0	\$180,000	\$0
50507 Long Term Asset Reserve	\$0	\$16,000	\$19,000	\$0	\$0	\$35,000	\$0
50508 RCAC/ Plumas County Debt Service/SRF	\$0	\$4,542	\$0	\$0	\$0	\$4,542	\$0
Total Expenses	\$277,322	\$707,970	\$221,626	\$73,341	\$16,090	\$1,296,349	\$261,042
<i>June 12 Budget Figures</i>	293,921	572,251	166,260	46,049	15,891	1,097,079	259,593
Operating Income	(\$20,054)	\$7,737	(\$126)	(\$25,341)	\$2,060	(\$35,724)	-

INDIAN VALLEY COMMUNITY SERVICES DISTRICT - FY 2020/21 DEBT SERVICE

Loan Originator	FY20-21				As of 6/2020					
	Original Date	Term	Loan	Original Loan	Payment Date	Interest Due	Principal Due	Total Payment	Loan Balance	Loan Purpose
USDA LOANS - 4.50%	7/8/1998	7/2/2037	92-01	\$352,561		\$8,669	\$7,800	\$16,469	\$196,550	Greenville Sewer - 2 payments
USDA LOANS - 4.25%	3/25/2003	3/25/2023	97-06	\$200,000		\$2,659	\$13,053	\$15,712	\$42,935	Fire Truck - Annual Payment
UMQUA BANK LOANS - 2.85%	7/19/2017	8/1/2033		\$2,307,623		\$57,019	\$131,467	\$188,486	\$2,477,981	Greenville Water System Purchase
UMQUA BANK LOANS - 3.80%	4/10/2019	4/10/2025		\$104,478				\$19,556	\$99,589	Water/Wastewater General Fund Veh
STATE REVOLVING FUND (SRF) SWRCB Contract #2000C411	1/13/2004	7/1/2030	0%	\$113,557			\$4,542	\$4,542	\$52,236	Crescent Mills Well - 2 Payments
Plumas Co Comm Dev Com*	6/30/2013			\$36,881					\$36,881	Greenville Sewer Expansion Overrun
*Loan Repaid as Hookups are added				\$3,115,100				\$244,766	\$2,906,172	
			Wastewater Truck		Monthly			\$8,113		
			Water Truck		Monthly			\$11,444		
			Crescent Mills Well		7/1/2020			\$2,271		
	Payments Due		Greenville Water		8/1/2020			\$160,913		
			Greenville Sewer		9/2/2020			\$12,222	\$3.15	
			Crescent Mills Well		1/1/2021			\$2,271	\$27.78	
			Greenville Water		2/1/2021			\$27,573		
			Greenville Sewer		3/2/2021			\$4,247		
			Fire Truck - Annual		3/25/2021			\$15,712		
TOTAL DEBT				\$3,115,100			TOTAL	\$244,765	\$2,906,172	

	2003 Rates	2015 Rates	Oct. 2015	Oct. 2016	Oct. 2017	Oct. 2018	Oct. 2019	WATER PER UNIT 748 gallons
WATER			25.00%	4.00%	5.00%	5.50%	6.00%	
5/8" METER *	\$12.50	\$32.09	\$40.11	\$41.71	\$43.80	\$46.21	\$48.98	\$2.47
3/4" METER		\$45.70	\$60.17	\$62.58	\$65.71	\$68.99	\$73.13	
1" METER		\$75.24	\$90.26	\$93.87	\$98.56	\$106.94	\$117.01	
1 1/2" METER		\$150.57	\$153.44	\$159.57	\$165.00	\$174.08	\$184.52	
2" METER		\$298.58	\$291.54	\$303.18	\$306.00	\$322.83	\$342.20	
3" METER		\$298.58	\$437.31	\$454.78	\$459.00	\$484.25	\$513.30	
SEWER	\$10.00	\$18.00	\$22.50	\$23.40	\$24.57	\$25.92	\$27.48	
Total	\$22.50	\$50.09	\$62.61	\$65.11	\$68.37	\$72.13	\$76.46	
Mo. Increase			\$12.52	\$2.50	\$3.26	\$3.76	\$4.33	
* A majority of the water meters are 5/8" meters								
*2003 Total Rate Adjusted for Inflation					\$30.94			PC Loan Stopped in Jan 2020 (\$3.00)
*2003 Total Rate Adjusted for Inflation + Debt Service					\$61.87			Reserve Charge \$2.44/mo.
*The sewer rate listed is for a residence. Different businesses have additional charges, based on type, or in the case of some, how many people can be seated, or how many rooms are available. These rates can be found in the IVCSO Ordinances 1.04.020.								
FINAL RATES APPROVED							9/9/2015	

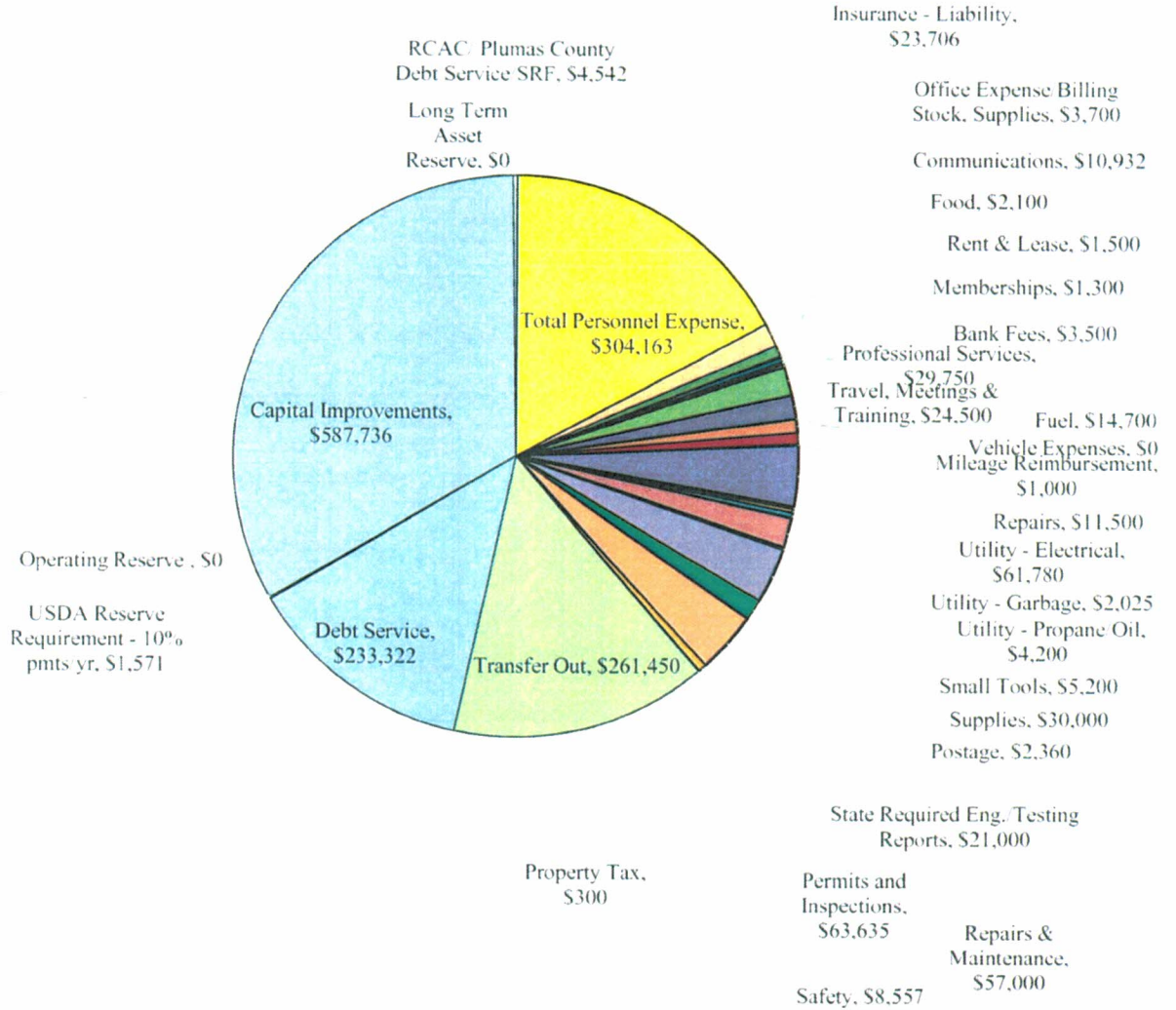
Indian Valley CSD

FY 20/21 Budget

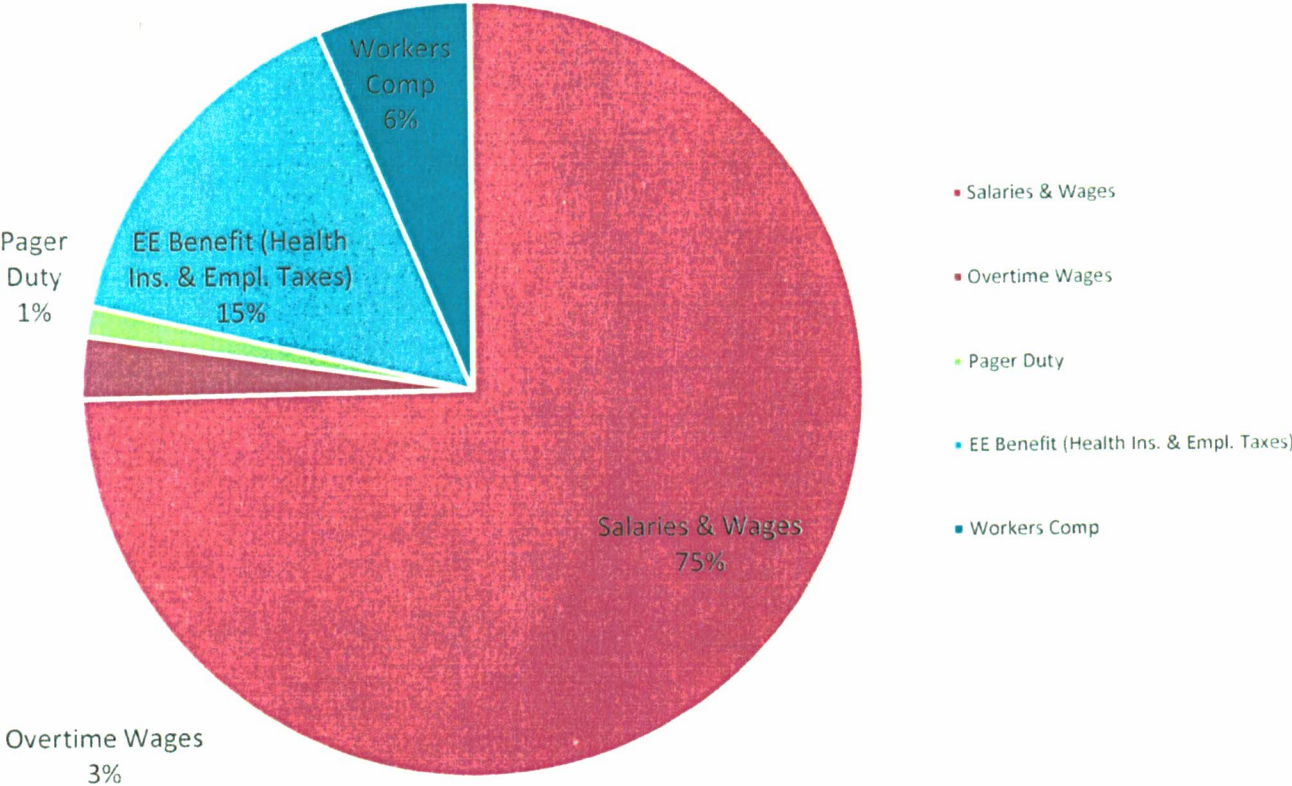
EMPLOYEE PAY SCALE, BOARD INFORMATION & DISTRICT FEES				Final Adopted		
POSITION (per month)	1st Six Months	1st thru 2nd Year	3rd Year	4th Year	5th Year	Hrs. per week
General Manager	\$4,235.00	\$4,446.75	\$4,669.09	\$4,902.54	\$5,147.67	27
Office Manager	\$2,850.00	\$2,992.50	\$3,142.13	\$3,345.42	\$3,512.69	40
Receptionist/Meter Reader	\$2,300.00	\$2,415.00	\$2,535.75	\$2,662.54	\$2,795.66	40
Chief Plant Operator (salary)	\$5,350.00	\$5,617.50	\$5,898.38	\$6,193.29	\$6,502.96	40
Project Manager	\$2,400.00	\$2,520.00	\$2,646.00	\$2,778.30	\$2,917.22	24
Water/Wastewater Supervisor	\$4,350.00	\$4,567.50	\$4,795.88	\$5,035.67	\$5,287.45	40
Water/Wastewater Maintenance	\$2,600.00	\$2,730.00	\$2,866.50	\$3,009.83	\$3,160.32	40
Water/Wastewater Maintenance	\$2,600.00	\$2,730.00	\$2,866.50	\$3,009.83	\$3,160.32	40
Park Maintenance	\$1,300.00	\$1,365.00	\$1,433.25	\$1,504.91	\$1,580.16	24
Fire Chief	\$2,450.00	\$2,572.50	\$2,701.13	\$2,836.18	\$2,977.99	30
BOARD MEMBERS	POSITION	TERM EXPIRES	APPOINTED	ELECTED	ETHICS	
Wayne Dannemiller	Chairperson	12/5/2021		12/5/2017		4/9/2018
Bob Orange	Vice Chairperson	12/5/2023		12/7/2019		3/6/2019
Lee Anne Schramel	Member	12/5/2021		12/5/2017		5/15/2019
Mina Admire	Member	12/5/2021		12/5/2017		3/30/2019
Robert Heard	Member	12/5/2023		12/7/2019		1/18/2019
SCHEDULE OF FEES FOR SERVICE	AMOUNT	UNIT				
Sewer O&M Fee Annual Grnvil	\$296.75	each	Fire Emerg Response	\$72.25	per hour per unit	
Sewer O&M Fee Monthly Grnvil	\$27.48	each	Fire Personnel Fee			
Sewer O&M Fee Annual Tlrsvil	\$296.75	each	Chief	\$24.94	per hour	
Sewer O&M Fee Monthly Tlrsvil	\$27.48	each	Officer	\$20.69	per hour	
Water O&M Fee Annual Grnvil	\$529.00	each	EMT	\$20.69	per hour	
Water O&M Fee Monthly Grnvil	\$48.98	each	Firefighter	\$20.69	per hour	
Water O&M Fee Annually CrsMil	\$529.00	each	Base Operator	\$20.69	per hour	
Water O&M Fee Monthly CrsMil	\$48.98	each	Volunteer Fire Reimbursement	\$10	per point	
Water/748 gallons of use	\$2.47	each	Return Check Fee	\$35.00	each	
Late Fee	10%	current charge	Copy per Page	\$0.25	each	
Balance Late Fee	1%	monthly	Fax Fee per Page	\$1.00	each	
Shutoff Fine (SB998)	\$50.00	each	Grnvil S&W Annual w/tax&Disc	\$781.45	each	
Reconnect Fine (SB998)	\$50.00	each	Sewer Connection Charge	\$1,557.36	each	
72 hour notice	\$10.00	each	Water Connection Charge	\$5,036.70	each	
Termination Notice	\$10.00	each	Failed Inspection Charge	\$30.00	each	
New Service Deposit Fee	\$200.00	each	Refundable after one year of good payment history			
Park Pavilion Rental Per 25 people	\$12.88	per hour	Potable Water	\$0.0330	gallon	
Park Reservation Fee (Per Field)	\$100.00	per day	NonPotable Water	\$0.0033	gallon	
Park Reservation Deposit (Trash)	\$150.00	per day	Tax Lien File/Release Fee	\$125		
Porta-Potty Arrangement Deposit	\$300.00		Service Transfer Fee	\$35		

range

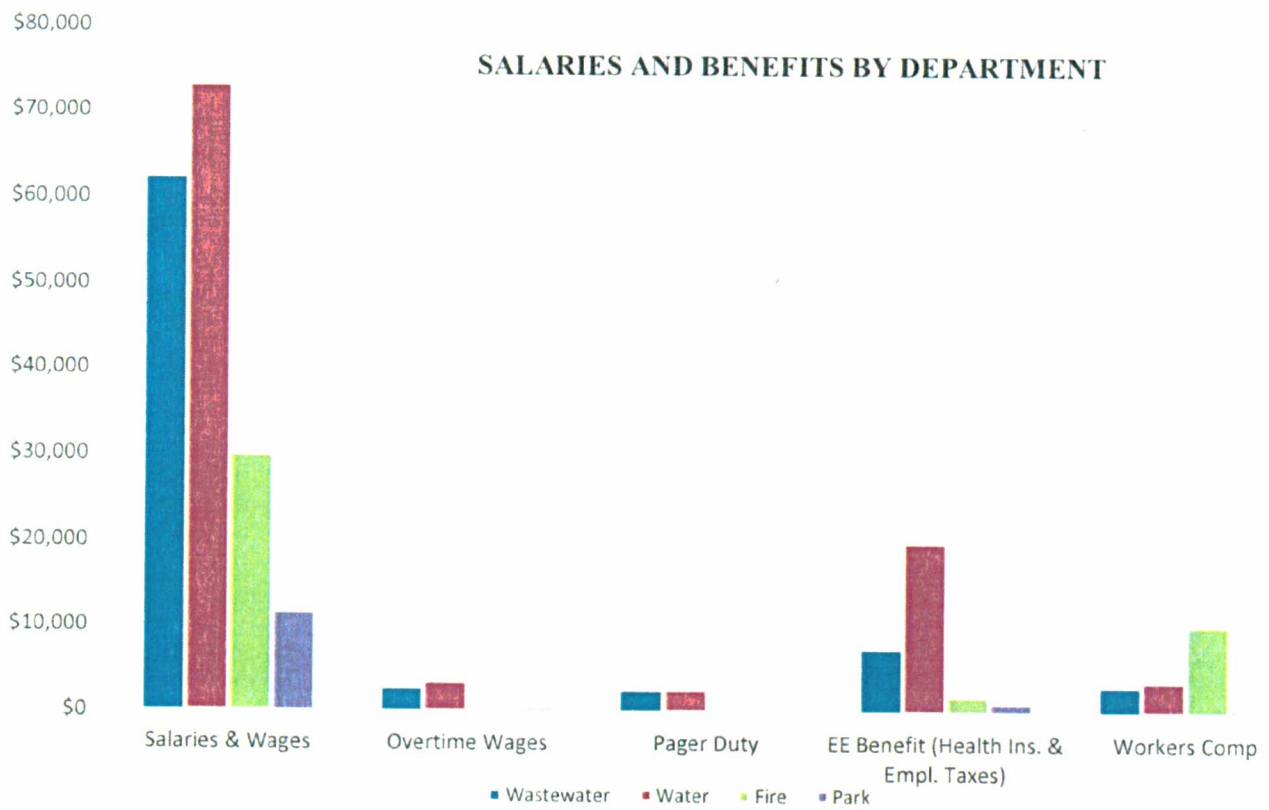
Indian Valley Community Services District



SALARIES AND BENEFITS



SALARIES AND BENEFITS BY DEPARTMENT



IVCSD

5 Year Projected Enterprise Income and Expenses

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Water	Per Audit					
Income	\$591,964.00	\$599,706.86	\$610,557.06	\$622,768.20	\$635,223.56	\$647,928.04
Salaries and Benefits	\$82,285.00	\$102,918.46	\$118,538.29	\$122,094.44	\$125,757.27	\$129,529.99
Services and Supplies	\$258,552.00	\$287,774.76	\$311,072.00	\$317,293.44	\$323,639.31	\$330,112.09
Salaries and Services Total	\$340,837.00	\$390,693.22	\$429,610.29	\$439,387.88	\$449,396.58	\$459,642.08
Net Revenue	\$251,127.00	\$209,013.64	\$180,946.77	\$183,380.32	\$185,826.99	\$188,285.95
Debt	\$176,362.00	\$196,734.47	\$199,929.18	\$176,362.00	\$176,362.00	\$176,362.00
Debt Service Coverage	1.42	1.06	0.91	1.04	1.05	1.07
Sewer						
Income	\$310,558.00	\$257,267.71	\$258,382.72	\$271,301.86	\$284,866.95	\$299,110.30
Salaries and Benefits	\$68,586.00	\$78,510.14	\$113,238.29	\$116,635.44	\$120,134.50	\$123,738.54
Services and Supplies	\$189,500.00	\$161,716.16	\$178,610.70	\$182,182.92	\$185,826.58	\$189,543.11
Salaries and Services Total	\$258,086.00	\$240,226.31	\$291,848.99	\$298,818.36	\$305,961.08	\$313,281.65
Net Revenue	\$52,472.00	\$17,041.41	-\$33,466.27	-\$27,516.50	-\$21,094.13	-\$14,171.35
Debt	\$16,469.25	\$25,095.63	\$24,582.09	\$16,469.25	\$16,469.25	\$16,469.25
Debt Service Coverage	3.19	0.68	-1.36	-1.67	-1.28	-0.86
Enterprise						
Income	\$902,522.00	\$856,974.57	\$868,939.78	\$894,070.06	\$920,090.51	\$947,038.33
Salaries and Benefits	\$150,871.00	\$181,428.60	\$231,776.58	\$238,729.88	\$245,891.78	\$253,268.53
Services and Supplies	\$448,052.00	\$449,490.93	\$489,682.70	\$499,476.35	\$509,465.88	\$519,655.20
Net Revenue	\$303,599.00	\$226,055.04	\$147,480.50	\$155,863.82	\$164,732.86	\$174,114.61
Debt	\$192,831.25	\$221,830.10	\$224,511.27	\$192,831.25	\$192,831.25	\$192,831.25
Debt Service Coverage	1.57	1.02	0.66	0.81	0.85	0.90

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Directors OF THE Indian Valley CSD
(Governing Body) (Name of Applicant)

THAT Ted Cassidy, OR
(Title of Authorized Agent)

Bob A. Orange, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Indian Valley CSD, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Indian Valley CSD, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) 4610

Passed and approved this 12th day of January, 2022

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Jeff Titcomb, duly appointed and Board Clerk-Secretary of
(Name) (Title)
Indian Valley CSD, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Directors of the Indian Valley CSD
(Governing Body) (Name of Applicant)
on the 12th day of January, 2022

(Signature) (Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving Board Members.

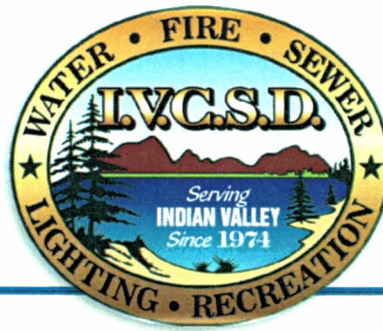
Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification."

Indian Valley CSD
PO Box 207 Crescent Mills, CA. 95934
127 Crescent Street, Suite# 1
Greenville, CA 95947
530.284.7224 phone
530.284.0894 fax



Board of Directors
Kaley Bentz
Bob Orange
Roger Cherry
VACANT
VACANT

ivcsd@frontiernet.net

www.indianvalleycsd.com

MINUTES
REGULAR MEETING OF DECEMBER 8, 2021
6:00 p.m. TAYLORSVILLE HISTORIC HALL
4322 MAIN STREET, TAYLORSVILLE, CA.
95983

1. Call to Order/Roll Call:

* Board Clerk Titcomb called the roll with Chair Orange, Director Bentz, and Director Cherry being present. 2 vacancies exist on the Board currently.

2. Pledge of Allegiance:

* Board Chair Orange led the group in the pledge.

3. Approve the Agenda:

* A motion to approve the agenda was made by Director Bentz and seconded by Director Cherry. The vote was 3- Yes, 0- No, and 2- Vacancies.

4. Public Comment:

* No comments were offered by those present and no correspondence was received by the Board Clerk prior to the meeting.

5. Water/Sewer Systems Update, Chief Plant Operator Silva:

* Chief Plant Operator Silva reported that the water plant is running but in a temporary state and manual controls. There's a small building being built to house the needed equipment and it is almost complete. Parcel clean-up contractors have hit main water lines and causing a great deal of problems for the IVCS D staff. The sewer system is in worse condition and it is being plugged up often due to people flushing personal wipes and larger body wipes into the sewer system. He is pleading with the public to throw those items in the garbage instead of flushing them into a vulnerable sewer system. The pumps have gone down more than half a dozen times due to these wipes plugging it up. The Greenville system is still on generator power. He reports that Crescent Mills water is running normal. Taylorsville is running normal and no issues there, other than the old back-up generator still needs to be replaced with something reliable.

6. Approve Minutes From November 10, 2021:

* Board Clerk Titcomb referred the group to the printed minutes in the board packet. There weren't any questions or discussions about the minutes. A motion to approve the minutes was made by Director Cherry, and seconded by Director Bentz. The vote was 3- Yes, 0- No, and 2- Vacancies. This motion passes with a majority of the Board.



7. Flood Insurance Addition to Policies:

* Some discussions were held concerning what is in the current policies and the proposed prices for adding flood insurance to the other policy. There was some issue with a definitive cost, deductible, and need for more coverage. GM Cassidy expressed that we would clarify the issue and bring it to the next meeting. A motion to table the item was made by Director Orange and seconded by Director Bentz. The vote was 3- Yes, 0- No, 2- Vacancies. This motion passes with a majority vote.

8. November List of Checks:

* Office Manager Titcomb presented the list of checks from November 2021. There weren't any questions or issues with the list of checks.

9. Financials, July, August, September, and October Provided by Mandy McGarva:

* The discussion centered around the financials that were submitted to the packet by our third party accountant. The budget for the current fiscal year is simply a copy and paste of the previous year's budget, so it will change when the current GM prepares his fiscal year budget for 2021-22. The Board will need a meeting with Accountant McGarva to fully understand what the reports and numbers mean. There is a Finance Committee now and those 2 Board Members will be tasked with working out the budget issues, as well as working to form the next fiscal year budget. It's planned to have the auditors come in January 2022 for the annual audits. A motion to accept the financials as presented from the accountant was made by Director Orange, and seconded by Director Bentz. The vote was 3- Yes, 0- No, and 2- Vacancies. This passes with a majority vote.

10. Destroy Old Signature Card at Plumas Bank and Create a New Signature Card at Plumas Bank for the Current Board Members:

* A motion was made to destroy the existing signature card and create a new signature card at Plumas Bank for the current Board Members by Director Orange, seconded by Director Cherry. The vote was 3- Yes, 0- No, and 2- Vacancies. This passes with a majority vote.

11. General Manager's Report:

* He reports that a Request for a Quote for professional services of various sorts was put out for 9 days response time frame. It was posted on the office windows, District website, District Facebook page, and the Indian Valley Chamber of Commerce Facebook page. It was also put in to the Plumas News online website classifieds section. He gave information about being able to get chopper pumps within 8 weeks for the sewer system station, and that the District should act on those as it is a long wait anymore for equipment and parts. He gave information on a 2.8 million dollar grant for replacing water pipes, and a previous grant that was already approved for \$300,000, and that there was an additional \$400,000 for various water projects, but that other District's might get some of that amount for their projects. He reported that there were 4 letters of interest or intent from the community and only 2 openings on the Board. It was recommended that a meeting be held to ask specific questions of the applicants, and that 2 could be chosen then.



12. Fire Department Report:

* Acting Chief Orange gave a quick report that he was going to Calaveras County to pick up a donated four wheel drive truck and bring it back to Indian Valley. He would stop and pick up some hand-painted ornaments that were prepared by an auxiliary group in Sacramento, 350 ornaments were made and will be distributed here when he gets back. Redlands has an engine to donate that is newer than most trucks in our fleet and they were doing some repairs to it before sending it to us. From Modoc County the Look-Out Fire Department is donating a Cascade Fire System that is used to fill SCBA tanks, and works much better than the current one being used. New training meetings every other week will be held with Quincy Fire Department, and focus on winter activities, chain installations, and other fire related trainings.

13. Adjournment:

* A motion to adjourn was made by Director Cherry and seconded by Director Orange. The vote was 3- Yes, 0- No, and 2- Vacancies. This motion passes with a majority vote.

Board Chair Signed: _____

Board Clerk Signed: _____