

AGENDA
REGULAR MEETING
BOARD OF DIRECTORS
INDIAN VALLEY COMMUNITY SERVICES DISTRICT

WEDNESDAY
DECEMBER 14, 2011
6:30 PM

TAYLORSVILLE FIRE HALL
TAYLORSVILLE, CA 95983

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Adoption of Agenda
4. Approval of Regular Meeting Minutes of November 9, 2011
5. Public Comment: The public may address the Board on any item not on the agenda. Pursuant to state law, the Board may not discuss or take action on non-agenda items except under special circumstances. Speakers should limit their remarks to five minutes or as decided upon by the chairperson. In addition, the Board has adopted a 10 minute per person/per meeting time limit.
6. Directors Reports
 - a. Oath of Office for New Directors
7. Committee Reports
 - a. Personnel
 - b. Finance
 - c. IVASA
 - d. Ordinance
 - e. Public Relations
8. Manager's/Financial Report
9. Utility Operations Report
 - a. Greenville Water
 - b. Crescent Mills Water
 - c. Greenville Sanitation
 - d. Taylorsville Sanitation
10. Fire Department Report
11. Employee Drug/Alcohol Ordinance – Discussion/Action
 - a. First Reading
12. 2011/2012 Operating Budget – Discussion/Action
13. Old Business/New Business

Standing Committees:

Personnel & Planning – Brad Smith, chair; Blake Shelters
6:30 p.m., Tuesday prior to Board Meeting

Finance – Mike Yost, chair; Jane Braxton Little
6:00 p.m., Monday prior to Board Meeting

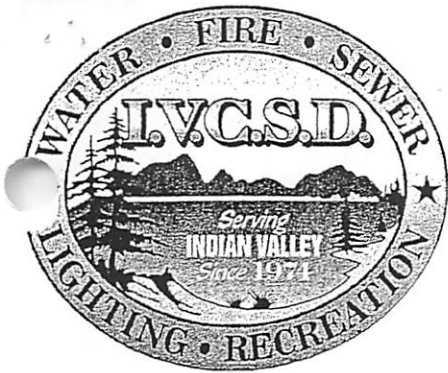
Ordinance – Brad Smith, chair; Jane Braxton Little
5:30p.m., Tuesday prior to Board Meeting

Public Relations – Judi Yocum, chair; Blake Shelters
5:00 p.m., Monday prior to Board Meeting

IVASA – Judi Yocum; Mike Yost
Quarterly

NEXT REGULAR MEETING – January 11th, 2012 at 6:30, Crescent Mills Fire Hall

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 530-284-0896. Notification 72 hours prior to the meeting will enable the IVCSA to make reasonable arrangements to ensure accessibility.



Indian Valley Community Services District

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

P.O. Box 899, 127 Crescent St. Greenville CA. 95947

Phone (530) 284-7224, Fax (530) 284-0894

Board of Directors

Brad Smith

Jane Braxton Little

Judy Yocum

Mike Yost
Blake Shelters

Held Dec. 14 2011

1. Call to Order/Roll Call

Chairperson Yost called the meeting to order. Clerk Germann called roll: Chairperson Yost, Vice Chairperson Little, and Directors Yocum and Smith answered roll call. Director Shelters was absent.

2. Pledge of Allegiance

Chairperson Yost led in the Pledge

3. Adoption of Agenda

Director Smith moved to adopt the agenda with the exception of the operating budget not happening, Vice Chairperson Little seconded. All Board members voted aye.

4. Approval of regular meeting minutes of November 9, 2011.

Vice Chairperson Little moved to approve the minutes of November 9, 2011, Director Yocum seconded. All Board members voted aye, and the minutes were approved without any corrections.

5. Public Comment

There were no public comments at this time.

6. Directors Report

Chairperson Yost and Vice Chairperson Little took the Oath of Office.

7. Committee Reports

a. Personnel

Director Smith stated that Personnel did not meet.

b. Finance

Chairperson Yost stated that the Finance committee did not have a meeting.

c. IVASA

IVASA did not meet.

d. Ordinance

Director Smith stated that Ordinance did not meet.

e. Public Relations

Director Yocum stated that Public Relations did not meet.

8. Manager's/Financial Report

General Manager Leanna Moore talked about finances and what can be improved in the next coming year, to help with the budget. Ms. Moore mentioned a difficulty collecting monies from customers and that they are not using as much water as in past years. Director Yocum talked about a list of budget cuts to look into.

9. Utility Operations Report

a. Greenville Water

The Round Valley Reservoir is currently 4448.9 deep, which is one foot above average for the year. It is running at 200 gallons per minute. The Greenville Water Plant produced 5.5 million gallons in November, which is 3.1 million gallons less than average; 25 billion gallons was billed out. The eight inch meter in town has been replaced and the membrane system in Greenville is shut down.

b. Crescent Mills Water

The Crescent Mills water plant produced 564 thousand gallons in November, and 322 thousand was billed out. There is currently a loss of five gallons per minute due to leaks and slow meters.

c. Greenville Sanitation

Sewer Operator Jim Hamblin stated that things are going well with Greenville sanitation. The pipes have been replaced between the ponds. There was a blockage between highway 89 and the railroad tracks, which Mr. Hamblin mentioned was successfully fixed. All reports are completed and up to date.

d. Taylorsville Sanitation

Sewer Operator Jim Hamblin that everything is going good for Taylorsville and that the flows are steady. The quarterly monitoring has been taken and sent out.

10. Fire Department Report

Fire Chief Jim Hamblin mentioned that three of the fire fighters took the NIMS test, and that it was very educational. Mr. Hamblin mentioned they will be using some of the fire meeting to take the NIMS test online. Mr. Hamblin also mentioned that there will be a CPR/First Aid refresher course coming up soon. Fire Chief Hamblin talked about saving energy and reducing heating costs. The call volume has been below average.

11. Employee Drug/Alcohol Ordinance – Discussion/Action

a. First Reading

Director Smith Stated that there are two policies regarding drug and alcohol abuse, and that they would like to see them combined into one policy that is more effective. The new policy will be posted on the website. Vice Chairperson Little moved to approve the first reading with the word change of Company to District, Director Yocum seconded. There was a roll call vote and all board members present voted aye.

13. Old Business/New Business

Vice Chairperson Little mentioned a consistency as to where the meetings will be held each month. Also the possibility of through the winter months meeting at the Greenville Town hall, and rotating to Crescent Mills in the Spring.

14. Adjournment

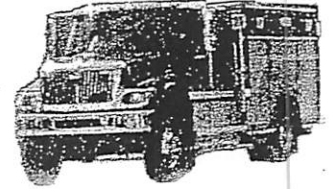
Director Smith moved to adjourn the meeting and Director Yocum seconded. All board members voted aye and the meeting was adjourned.

Respectfully Submitted,

Shireen Germann
IVCSD Board Clerk



Indian Valley Fire & Rescue



Monthly CSD Report for December 2011

IVF&R:

Responded to 24 Calls

10 - Medical

7 - Fire

1 Flue fire; Checked attic and flue

3 Water issues

2 Controlled Burn

1 Investigate Electric Problem

3 - MVA

4 - Public Assist

Training

3 - Training Drills

Public Service

1 - CPR/1st Aid

Total Calls in 2011: 367

236 Medical; 53 Fire; 14 MVA; 64 Other

James Hamblin, Chief
P.O. Box 266
Greenville, CA 95947
(530)284-7311

IVF&R Monthly Report

<u>Incident No.</u>	<u>Incident Date</u>	<u>Incident Location</u>	<u>Incident Info</u>	<u>#</u>
1112-01R	12/1/2011	Dog Roack	MVA-Lift; Med; Ride; Lz	2
1112-02R	12/5/2011	Grnvl	Public Assist	2
1112-03R	12/6/2011	Grnvl	Public Assist	3
1112-04	12/7/2011	Grnvl	Fire-Flue fire; Checked attic and flue; no fire	4
1112-05R	12/7/2011	Grnvl	Med-Pre-amb; Lift	4
1112-06R	12/11/2011	Grnvl	MVA-Lift; Med; Lz	6
1112-07R	12/11/2011	Grnvl	Med-Pre-amb; Lift	2
1112-08R	12/15/2011	Indian Falls	MVA-Med Assist	4
1112-09R	12/15/2011	Grnvl	Med-Pre-amb; Lift; LZ	5
1112-10	12/16/2011	Narm	Fire-Water Issues	1
1112-11R	12/19/2011	Grnvl	Med-Standby	4
1112-12	12/20/2011	CM	Fire-Controlled Burn	3
1112-13R	12/22/2011	Taylors	Med-Pre-amb; Lift	2
1112-14R	12/23/2011	Grnvl	Public Assist	2
1112-15R	12/25/2011	Grnvl	Med-False alarm	3
1112-16	12/26/2011	Grnvl	Fire-Broken water line	2
1112-17	12/27/2011	Grnvl	Fire-Investigate Electric Problem	2
1112-18R	12/27/2011	CM	Med-Pre-amb; Lift	2
1112-19R	12/28/2011	Grnvl	Public Assist	2
1112-20	12/30/2011	Grnvl	Fire-Controlled Burn	1
1112-21R	12/30/2011	Grnvl	Med-Pre-amb; Lift	2
1112-22R	12/30/2011	Grnvl	Med-Pre-amb; Lift	1
1112-23	12/31/2011	Grnvl	Fire-Water leak	1
1112-24R	12/31/2011	Grnvl	Med-Pre-amb; Lift	4

IVF&R 2011

Month	Total	Medical	Fire	MVA	Other
Jan	15	8	3	0	4
Feb	28	17	6	0	5
Mar	36	22	8	0	6
Apr	25	13	7	1	4
May	31	20	3	1	7
Jun	31	20	3	2	6
Jul	35	23	4	1	7
Aug	35	28	4	2	1
Sep	37	29	1	0	7
Oct	39	27	2	3	7
Nov	31	19	5	1	6
Dec	24	10	7	3	4
Total	367	236	53	14	64
Ave	31	20	4	1	5
% of Calls		64%	14%	4%	17%

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Accrual Basis

Indian Valley Community Services District 2011/2012 Operating Budget

	<u>101 - IVCSGD General...</u> Jul - Dec 11	<u>203 - Indian Valley F...</u> Jul - Dec 11	<u>204 - Ambulance</u> Jul - Dec 11
Income			
Other Revenue			
4190 · Interest Income	25.00	25.00	
4625 · Hook-Up Fees			
4890 · Other	2,800.00		2,850.00
Total Other Revenue	<u>2,825.00</u>	<u>25.00</u>	<u>2,850.00</u>
Property Taxes			
4010 · Ppty. Tax Curr. Secured	89,000.00	70,000.00	
4020 · Ppty. Tax Curr. Unsecured	1,980.00	1,665.00	
4040 · Ppty. Tax Prior Unsec.	100.00	130.00	
4451 · Homeowner Ppty. Tax Relief	1,270.00	765.00	
Total Property Taxes	<u>92,350.00</u>	<u>72,560.00</u>	
Service Charges			
4610 · Water Sales			
4615 · Service Charges Waste Water			
4860 · Park & Recreation Fees			
Total Service Charges			
Total Income	<u>95,175.00</u>	<u>72,585.00</u>	<u>2,850.00</u>
Expense			
Other Operating Expenses			
5060 · Communications	3,400.00	2,700.00	
5100 · Insurance	25,500.00		
5120 · Maintenance & Equipment	550.00	1,800.00	
5125 · Plant & Distribution Maint.			
5126 · Vehicle Fuel		3,300.00	
5170 · Office Expense	6,000.00	100.00	
5172 · Rent	9,000.00		
5180 · Professional Services	8,000.00		
5181 · Accounting	16,000.00		
5182 · County Admin. Fee	4,500.00		
5185 · Special Use Fee	745.00		
5230 · Special Department Expense			
5250 · Transportation & Travel			
5255 · Education and Training			
5260 · Utilities	2,800.00	9,500.00	
5285 · G & A Allocation	-64,000.00	8,807.00	
5290 · Interest Expense		6,707.00	
5291 · Principal Payments		9,005.00	
Total Other Operating Expenses	<u>12,495.00</u>	<u>41,919.00</u>	
Personnel Costs			
5010 · Salaries & Wages	73,000.00	17,280.00	2,600.00
5015 · Payroll Taxes	9,180.00	1,550.00	250.00
5020 · Benefits			
5035 · Workers' Comp. Insurance	500.00	11,836.00	
Total Personnel Costs	<u>82,680.00</u>	<u>30,666.00</u>	<u>2,850.00</u>
Total Expense	<u>95,175.00</u>	<u>72,585.00</u>	<u>2,850.00</u>
Net Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

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Accrual Basis

Indian Valley Community Services District 2011/2012 Operating Budget

	<u>301 - Greenville Wat...</u> <u>Jul - Dec 11</u>	<u>302 - Crescent Mills ...</u> <u>Jul - Dec 11</u>	<u>401 - Greenville Wa...</u> <u>Jul - Dec 11</u>
Income			
Other Revenue			
4190 · Interest Income			
4625 · Hook-Up Fees			
4890 · Other			5,800.00
Total Other Revenue			5,800.00
Property Taxes			
4010 · Pty. Tax Curr. Secured			
4020 · Pty. Tax Curr. Unsecured			
4040 · Pty. Tax Prior Unsec.			
4451 · Homeowner Pty. Tax Relief			
Total Property Taxes			
Service Charges			
4610 · Water Sales	378,000.00	41,000.00	
4615 · Service Charges Waste Water			128,000.00
4860 · Park & Recreation Fees			
Total Service Charges	378,000.00	41,000.00	128,000.00
Total Income	378,000.00	41,000.00	133,800.00
Expense			
Other Operating Expenses			
5060 · Communications	2,400.00	1,115.00	1,115.00
5100 · Insurance			
5120 · Maintenance & Equipment	28,000.00	2,600.00	35,000.00
5125 · Plant & Distribution Maint.	12,800.00	2,500.00	1,600.00
5126 · Vehicle Fuel	2,600.00	2,200.00	2,200.00
5170 · Office Expense	3,000.00	1,500.00	1,200.00
5172 · Rent			
5180 · Professional Services	1,800.00		2,100.00
5181 · Accounting			
5182 · County Admin. Fee			
5185 · Special Use Fee	12,950.00	1,800.00	9,995.00
5230 · Special Department Expense	3,438.00		
5250 · Transportation & Travel	480.00		
5255 · Education and Training			200.00
5260 · Utilities	22,000.00	600.00	5,800.00
5285 · G & A Allocation	32,000.00		28,000.00
5290 · Interest Expense	113,980.00	6,635.00	
5291 · Principal Payments	55,282.00	6,923.00	
Total Other Operating Expenses	290,730.00	25,873.00	87,210.00
Personnel Costs			
5010 · Salaries & Wages	76,000.00	11,327.00	34,000.00
5015 · Payroll Taxes	6,800.00	800.00	4,000.00
5020 · Benefits	14,000.00	1,450.00	2,000.00
5035 · Workers' Comp. Insurance	6,000.00	1,550.00	1,600.00
Total Personnel Costs	102,800.00	15,127.00	41,600.00
Total Expense	393,530.00	41,000.00	128,810.00
Net Income	-15,530.00	0.00	4,990.00

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Accrual Basis

Indian Valley Community Services District 2011/2012 Operating Budget

	<u>402 - Taylorsville W...</u>	<u>501 - Greenville St. ...</u>	<u>502 - Taylorsville St....</u>
	Jul - Dec 11	Jul - Dec 11	Jul - Dec 11
Income			
Other Revenue			
4190 · Interest Income			
4625 · Hook-Up Fees	1,215.00		
4890 · Other		1,950.00	795.00
Total Other Revenue	<u>1,215.00</u>	<u>1,950.00</u>	<u>795.00</u>
Property Taxes			
4010 · Ppty. Tax Curr. Secured		5,850.00	2,385.00
4020 · Ppty. Tax Curr. Unsecured			
4040 · Ppty. Tax Prior Unsec.			
4451 · Homeowner Ppty. Tax Relief			
Total Property Taxes		<u>5,850.00</u>	<u>2,385.00</u>
Service Charges			
4610 · Water Sales			
4615 · Service Charges Waste Water	27,000.00		
4860 · Park & Recreation Fees			
Total Service Charges	<u>27,000.00</u>		
Total Income	<u>28,215.00</u>	<u>7,800.00</u>	<u>3,180.00</u>
Expense			
Other Operating Expenses			
5060 · Communications	1,115.00		
5100 · Insurance			
5120 · Maintenance & Equipment	875.00		
5125 · Plant & Distribution Maint.	1,450.00		
5126 · Vehicle Fuel	2,500.00		
5170 · Office Expense	680.00		
5172 · Rent			
5180 · Professional Services			
5181 · Accounting			
5182 · County Admin. Fee			
5185 · Special Use Fee	5,610.00		
5230 · Special Department Expense			
5250 · Transportation & Travel			
5255 · Education and Training			
5260 · Utilities	1,700.00	7,800.00	3,180.00
5285 · G & A Allocation	2,780.00		
5290 · Interest Expense			
5291 · Principal Payments			
Total Other Operating Expenses	<u>16,710.00</u>	<u>7,800.00</u>	<u>3,180.00</u>
Personnel Costs			
5010 · Salaries & Wages	9,500.00		
5015 · Payroll Taxes	830.00		
5020 · Benefits	640.00		
5035 · Workers' Comp. Insurance	535.00		
Total Personnel Costs	<u>11,505.00</u>		
Total Expense	<u>28,215.00</u>	<u>7,800.00</u>	<u>3,180.00</u>
Net Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

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Accrual Basis

Indian Valley Community Services District 2011/2012 Operating Budget

	<u>601 - Gville Park & ...</u>	<u>TOTAL</u>
	<u>Jul - Dec 11</u>	<u>Jul - Dec 11</u>
Income		
Other Revenue		
4190 · Interest Income		50.00
4625 · Hook-Up Fees		7,015.00
4890 · Other	85.00	8,480.00
Total Other Revenue	85.00	15,545.00
Property Taxes		
4010 · Pty. Tax Curr. Secured	18,200.00	185,435.00
4020 · Pty. Tax Curr. Unsecured	405.00	4,050.00
4040 · Pty. Tax Prior Unsec.	35.00	265.00
4451 · Homeowner Pty. Tax Relief	180.00	2,215.00
Total Property Taxes	18,820.00	191,965.00
Service Charges		
4610 · Water Sales		419,000.00
4615 · Service Charges Waste Water		155,000.00
4860 · Park & Recreation Fees	3,150.00	3,150.00
Total Service Charges	3,150.00	577,150.00
Total Income	22,055.00	784,660.00
Expense		
Other Operating Expenses		
5060 · Communications		11,845.00
5100 · Insurance	125.00	25,625.00
5120 · Maintenance & Equipment	3,600.00	72,425.00
5125 · Plant & Distribution Maint.		18,350.00
5126 · Vehicle Fuel	550.00	13,350.00
5170 · Office Expense	250.00	12,730.00
5172 · Rent		9,000.00
5180 · Professional Services	1,200.00	13,100.00
5181 · Accounting		16,000.00
5182 · County Admin. Fee		4,500.00
5185 · Special Use Fee		31,100.00
5230 · Special Department Expense		3,438.00
5250 · Transportation & Travel		480.00
5255 · Education and Training		200.00
5260 · Utilities	1,450.00	54,830.00
5285 · G & A Allocation	1,265.00	8,852.00
5290 · Interest Expense		127,322.00
5291 · Principal Payments		71,210.00
Total Other Operating Expenses	8,440.00	494,357.00
Personnel Costs		
5010 · Salaries & Wages	11,500.00	235,207.00
5015 · Payroll Taxes	1,120.00	24,530.00
5020 · Benefits	270.00	18,360.00
5035 · Workers' Comp. Insurance	725.00	22,746.00
Total Personnel Costs	13,615.00	300,843.00
Total Expense	22,055.00	795,200.00
Net Income	0.00	-10,540.00