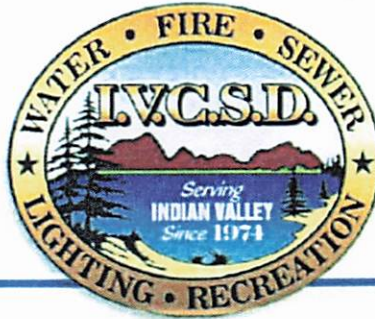


Indian Valley CSD
PO Box 899
127 Crescent Street
Greenville, CA 95947
530.284.7224 phone
530.284.0894 fax
ivcsd@frontiernet.net



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

AGENDA

Special Meeting of the Board of Directors

Thursday, January 7, 2021 at 6:00 pm
Zoom via YouTube

NOTE: *This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic.*

Viewing Meeting:

The live stream of the meeting may be viewed online on the Indian Valley CSD YouTube Channel at https://www.youtube.com/results?search_query=indian+valley+community+services+district.

Details are also available on the District's website at www.indianvalleycsd.com.

In accordance with Executive Order N-29-20, the public may **only** view the meeting online using their personal device (*smart TV, laptop, smartphone, tablet, etc.*).

NOTE: *The District Office will not be available to the public for this meeting.*

Submission of Public Comments:

All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Board meeting.

NOTE: *Comments on the agenda may only be submitted via email. Comments via text and social media (Facebook, Twitter, etc.) will not be accepted.*

For those wishing to make public comments at this meeting, submit comments by email to MinaAdmireIVCSD@gmail.com to be read aloud at the meeting by the Meeting Facilitator.

Non-Agendized Items:

Emailed comments on matters not on the agenda must be submitted **prior to the time the Chair calls for Public Comments** at the beginning of the meeting.

Agendized Items:

Emailed comments on agenda items must be submitted **prior to the time the Chair closes public comments on the agenda item**.

Reading of Public Comments:

The Meeting Facilitator shall read all email comments, provided that the reading shall not exceed three (3) minutes, or such other time as the Chair may provide, consistent with the time limit for speakers at a Regular meeting. The emailed comments submitted shall become part of the record of the meeting.



1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Chair Appoint Meeting Facilitator and Note Taker
4. Agenda Approval
5. **Public Comment:** *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.*
6. **Director’s Weekly Reporting for Day-to-Day Activities (20 mins)**
 - a. **Administration & Finance – Directors Admire, Dannemiller, Orange, & Schramel**
 - i. **Audit (attachment/handout)** Discussion/Action
(1) Review Prep Checklist and Give Direction to District Office Staff
 - ii. **IVFD** Discussion/Action
(1) Confirm documents and direction to Fire Chief as needed Special Meeting on January 28, 2021
 - iii. **Other Updates** Discussion/Action
 - b. **Operations – Directors Dannemiller & Heard (10 mins)**
 - i. **Greenville Park Sidewalk Bids (attachment/handout)** Discussion/Action
 - ii. **Greenville Plant Waterline Bids (attachment/handout)** Discussion/Action
 - iii. **Other Updates** Discussion/Action
7. **Board Business (10 mins)** Discussion/Action
 - a. **January 12, 2021 Special Meeting Topic**
CLOSED SESSION: GM Position Interviews
 - b. **January 21, 2021 Adjourned Regular Meeting**
Mid-year Budget Review & Adjustments
 - c. **January 28, 2021 Special Meeting**
IVFD Agreements, Billing, and Policy Review
8. **Adjournment**

UPCOMING MEETINGS at 6:00 pm (Zoom Meetings).

- January 12, 2021 Special Meeting
- January 21, 2021 Adjourned Regular Meeting
- January 28, 2021 Special Meeting

INDIAN VALLEY COMMUNITY SERVICE
06/30/20
LIST OF INFO NEEDED TO START AUDIT

1. A copy of the District's original and final budgets for the 19/20 fiscal year.
2. The names and addresses of all Firms of Attorneys with which the district consulted during the fiscal year being audited, including the name of the specific attorney assigned to handle the district's business.
3. The names and addresses of all Insurance Agencies, including JPA's with which the district did business during the fiscal year being audited. Also indicate the name of the agency/JPA representative with whom the district deals.
4. Access to board minutes from 7/1/19 to the present
5. Photocopies of all significant new contracts entered into by the district during the fiscal year under audit.
6. Access to Bank statements from 7/1/19 to present
7. Access to all Attorney bills from 7/1/19 to the present
8. Supporting documentation to support all major revenues of the District for the 19/20 fiscal year
9. Supporting documentation to support all debt of the District for the 19/20 fiscal year
10. Access to payroll records (including timecards, Federal form 941's, employee contracts, and authorization for employee payroll deductions) for the 19/20 fiscal year
11. A list of outstanding accounts receivable at 6/30/2020 and supporting documents to support those receivables
12. A list of outstanding accounts payable at 6/30/2020 and supporting documents to support those payables
13. A list of the Districts Fixed assets at 6/30/2020
14. Access to supporting documentation for the districts paid bills from 7/1/19 to present.
15. Utility Billing Reports for the period ending June 30, 2020, including the listing of Accounts Receivable as of June 30, 2020.

Proposal

Proposal No. 1

Sheet No. 1

Date Sept 1, 2020

Proposal Submitted To

Work To Be Performed At

Name CSD office
Street Green Hills Park
City Greenville
State CA
Telephone number _____

Street _____
City Greenville State CA
Date of Plans _____
Architect _____

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of
Take out & haul off approx 60 tons of walk and
pour back
Four 2 x 21 in ft of slab addition, and ~~to~~ remove dirt & haul away
Four approx 4 x 28 in ft under gate addition
Four approx 6 x 10 handy cap ramp, per plan provided by CSD office

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Fifteen thousand Two Hundred Twenty Dollars & No/100 Dollars (\$15,220.00).
with payments to be made as follows:
payment to be paid within 5 day of last pour, unless otherwise agreed upon in writing

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by _____

Respectfully submitted _____

Per _____

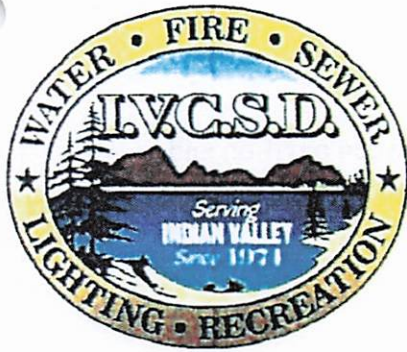
Note — This proposal may be withdrawn by us if not accepted within 15 days

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted _____ Signature _____

Date _____ Signature _____



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
indianvalleycsd.com Email: ivcsd@frontiernet.net

Board of Directors

Wayne Dannemiller
Bob Orange
Lee Anne Schramel
Robert Heard
Mina Admire

September 1, 2020

BIDS MUST BE RECEIVED BY September 30, 2020, AT 5:00 PM.



#1. Fill in cement between Pavilion and Snack Shack and Create ADA ramp to snack shack.

Remove cracked sidewalk section, re-pour section, pour to ADA standard section up to entrance door of Snack shack

(Westside) (Rectangle 80" x 11' x 8' x 10'3").



Cost 3500

Pour cement section to fill in the gap between the front of Snack Shack and pavilion (4' x 35'3").

Cost 2170

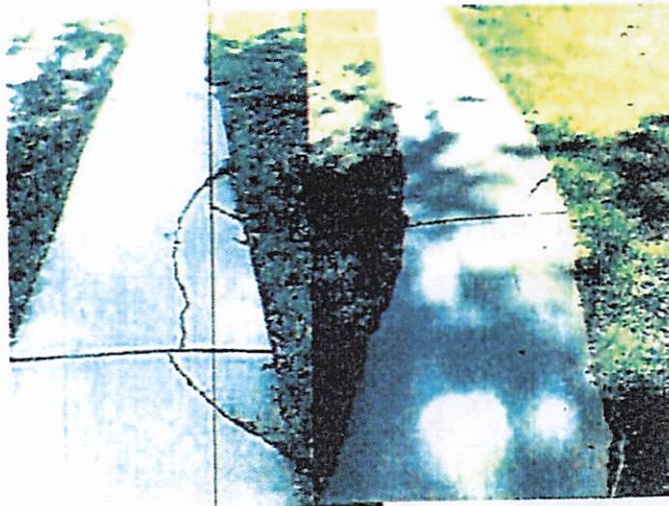
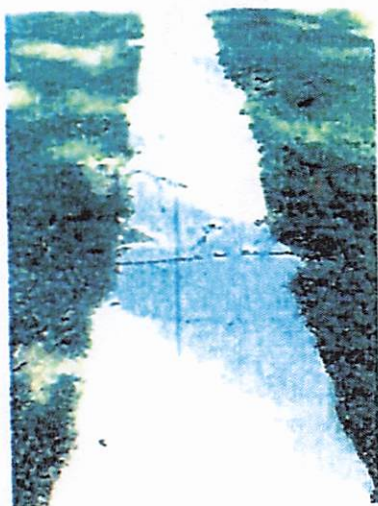


Pour cement section to fill the gaps between pavilion and walkway on the west side of the pavilion (41' x 29').

Cost 1500

#2 REPAIR THREE SECTIONS OF EXISTING BROKEN SIDEWALK LEADING TO SNACK SHACK

Remove and repair three segments of broken 38" wide sidewalk
13' x 38", 15' x 38" and 18' x 38"



Cost 3000

Job must be bid using prevailing wage. Must be signed up with the Secretary of State's Office.

Liability insurance required (\$1,000,000 limit) naming the Indian Valley Community Services District as additionally insured.

Must have a proper contractor's license.

See photos for details. It is the contractor's responsibility to visit the site to assure the necessary material and construction methods prior to bidding.

Send bids prior to 5 p.m. on September 30, 2020, to:

Indian Valley Community Services District
PO Box 899
Greenville, CA 95947
Attn: Chris Gallagher

chrisgallagher@frontier.com

Total 410,170.00



Indian Valley Community Services District

177 E. 1st St., Indian Valley, CA 95626
 (916) 231-2200 • Fax: (916) 231-2201
 www.ivcsd.org • Email: info@ivcsd.org

Board of Directors

September 1, 2020

BIDS MUST BE RECEIVED BY September 30, 2020, AT 5:00 P.M.



#1. Fill in cement between Pavilion and Snack Shack and Create ADA ramp to snack shack.

Repair cracked sidewalk section to repair section per ADA standard section to contain a door of Snack Shack.



(Westside) Rectangle 8' x 10' x 3"

Cost \$2,100.00

Pour cement section to fill in the gap between the front of Snack Shack and pavilion 6' x 3' x 3"

Cost \$1,400.00

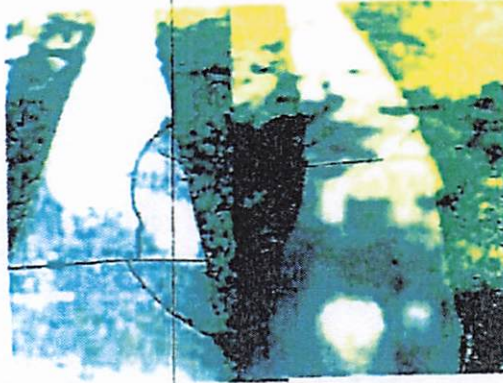
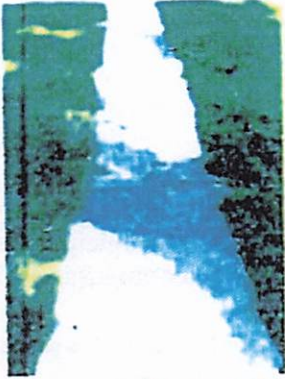


Pour cement section to fill the gaps between pavilion and walkway on the west side of the pavilion 41' x 2'

Cost \$750.00

#2 REPAIR THREE SECTIONS OF EXISTING BROKEN SIDEWALK LEADING TO SNACK SHACK

Remove and repair three segments of broken 38" wide sidewalk
13' x 38", 15' x 38" and 18' x 38"



Cost \$1,900.00

1. Bid must be bid using prevailing wage. Must be signed up with the Secretary of State's Office.

2. Liability insurance required of \$1,000,000 limit naming the Indian Valley Community Services District as additionally insured.

Must have a proper contractor's license.

See specs for details. It is the contractor's responsibility to visit the site to insure the necessary material and construction methods prior to bidding.

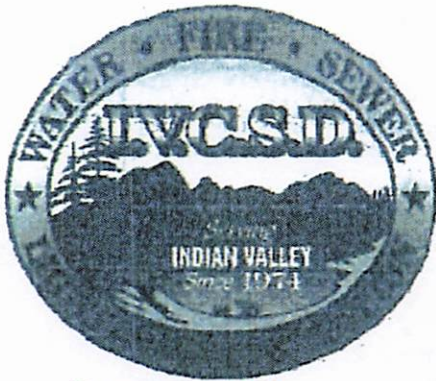
Send bids prior to 5 p.m. on September 30, 2020.

Indian Valley Community Services District
PO Box 899
Greenville, CA 95947
Attn: Chris Gallagher

chr.gallagher@comsvd.com



Total \$ 6,150.00



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
indianvalleycsd.com Email: ivcsd@frontiernet.net

Board of Directors

Min. Adm. Chair
Wayne Dannemiller
Lee Anne Schramel
Robert Heard
Bob Orange

October 20, 2020

Request for Bid:

Indian Valley CSD is accepting bids from qualified contractors to complete three projects at the Greenville water treatment plant. Qualified bidders must have experience with municipal water facilities, certified payroll, General contractors license, liability insurance and workers compensation insurance.

1. Remove and install a section of 12" raw water supply. We have a leak at a 45 transition that must be cut out and a new one installed with appropriate thrust. Access is limited.
2. Install a 4" valve and piping between filtered water line and a drain to waste. This work is at the water plant.
3. Replace at water tank on the membrane filtration plant. Tank size is approximately 4'x4'x4'. Will have to cut a hole on bottom to mount on a pump. Place it in position on Rack B.

If you are interested in this project and want to schedule walk thru, Please contact me or our office.

Don Silva
Chief Plant Operator
Indian Valley Community Services District

530-284-7224 phone

530-284-0894 fax

ivcsdops@outlook.com

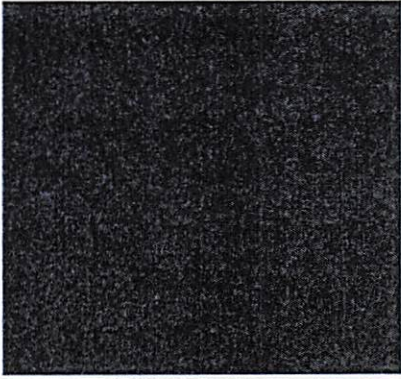
www.IndianValleyCSD.com

Proposal

Date	Proposal #
11/5/2020	112

Name / Address
Indian Valley Community Services District ATTN: Don Silva

Description	Project														
	Items 1-3 per attached Request for Bid														
Description	Total														
<p>We propose to provide labor, tools and equipment to complete the following:</p> <ol style="list-style-type: none"> 1. Replace existing 12" 45 degree elbow with new District provided parts and materials: <ol style="list-style-type: none"> a. Remove existing leaking fitting. b. Sanitize and install new District provided fittings. c. Install poured-in-place thrust block. District indicated it will supply bagged concrete mix and water. d. Back-fill and clean site. 2. Install District provided 4" valve and associated piping/valve boxes to connect existing filtered water line to existing waste drain. <ol style="list-style-type: none"> a. Sanitize all piping, fittings and newly installed work. 3. Install District provided 4'x4'x4' water tank. <ol style="list-style-type: none"> a. Remove existing damaged tank. b. Sanitize and install District provided tank and associated piping/fittings. <p>NOTES: This proposal is for labor and tools to complete the outlined scope of work. District shall provide materials.</p> <p>BUDGET BREAKDOWN:</p> <table> <tr> <td>Item 1.</td> <td>\$ 3,800.00</td> </tr> <tr> <td>Item 2.</td> <td>\$ 2,040.00</td> </tr> <tr> <td>Item 3.</td> <td>\$ 3,060.00</td> </tr> <tr> <td>Upon project completion:</td> <td>\$ 8,900.00</td> </tr> </table> <p>Schedule:</p> <table> <tr> <td>Days 1-3</td> <td>Item 1</td> </tr> <tr> <td>Days 4-5</td> <td>Item 2</td> </tr> <tr> <td>Days 6-7</td> <td>Item 3</td> </tr> </table>	Item 1.	\$ 3,800.00	Item 2.	\$ 2,040.00	Item 3.	\$ 3,060.00	Upon project completion:	\$ 8,900.00	Days 1-3	Item 1	Days 4-5	Item 2	Days 6-7	Item 3	\$8,900.00
Item 1.	\$ 3,800.00														
Item 2.	\$ 2,040.00														
Item 3.	\$ 3,060.00														
Upon project completion:	\$ 8,900.00														
Days 1-3	Item 1														
Days 4-5	Item 2														
Days 6-7	Item 3														
<p>Proposal is valid for 30 days from date listed. Thank you for your business.</p>	<p>Subtotal \$8,900.00</p> <p>Sales Tax (7.25%) \$0.00</p> <p>Total \$8,900.00</p>														



Indian Valley Community Services District
 Attn: Don Silva
 Email: ivesdops@outlook.com

Project: Greenville Water Treatment Plant

proposes to construct the following items of work on the above referenced project, per plans and specifications:

ITEM	DESCRIPTION	QTY/UNIT	PRICE	TOTAL
1.	Remove and install section of 12" raw water supply.			\$1,892.00
2.	Install 4" valve and piping.			\$1,430.00
3.	Replace water tank membrane at filtration plant.			\$1,595.00
Grand Total:				\$4,917.00

PROPOSAL AND CONTRACT

PROPOSAL/ CONTRACT



NOTES:

This Proposal/Contract does not include any permits. Owner to supply all permits. Any alteration or deviations from the above specifications involving extra cost of material or labor will only be executed upon a written change order and will become an extra charge over the sum mentioned in this contract; all agreements must be made in writing. This Proposal does not include engineering design, soils engineering, compaction tests, or construction staking. This proposal/contract is based on information provided to us at this time. Our company assumes no liability for changes on quantities or prices due to unforeseen conditions or changes required by governing agencies. All grades + or -.10'. Any material that cannot be excavated to grades (rocks, hardpan, etc.) will become an extra charge. Amount of contract to be paid as work progresses and final payment due 15 days after completion.

Contractor's State License Board
3132 Bradshaw Rd.
Sacramento, CA 95826

Respectfully submitted
By M. J. [Signature]
for [Redacted]

ACCEPTANCE

You are authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which (print name) _____ agrees to pay the amount mentioned in said proposal and according to the terms thereof.

Signed: _____ Date: _____

Job Estimate					
PROJECT Indian Valley Community Services District					
Location Greenville Water Treatment Plant					
Drawings Bid List - per Don Silva					
ITEM NO.	DESCRIPTION	METHOD OF MEASURE	QUANTITY	UNIT PRICE	TOTAL PRICE
1	Mobilization	LS	1.	\$ 400.00	\$ 400.00
2	Labor & Equipment to complete items # 1-3	LS	1.	\$ 11,736.00	\$ 11,736.00
3				\$ -	\$ - .00
4				\$ -	\$ - .00
5				\$ -	\$ - .00
6				\$ -	\$ - .00
7				\$ -	\$ - .00
8				\$ -	\$ - .00
9				\$ -	\$ - .00
10				\$ -	\$ - .00
11				\$ -	\$ - .00
12				\$ -	\$ - .00
13				\$ -	\$ - .00
	* Work is quoted using prevailing wage, all materials are provided by others.			\$ -	\$ - .00
	Quote is good for 40 days and based non inclement weather.			\$ -	\$ - .00
				TOTAL	\$ 12,136.00
PRICE SUBMITTED BY					
Bidder Name					
Date	12/9/2020				
PRICE AUTHORIZED BY					
Signature				Phone	284-7224 / [REDACTED]
Customer Name				FAX	284-0894
Mailing Address				Email	ivcsdops@outlook.com