

FIDDLETOWN COMMUNITY SERVICES DISTRICT

Fiddletown Community Services District (FCSD) provides retail water delivery, wastewater collection, and wastewater treatment and disposal.

AGENCY OVERVIEW

Background

Fiddletown Community Services District was formed on September 10, 1969, as an independent special district.¹ FCSD was formed to supply water for any beneficial uses, in the same manner as a municipal water district, including the powers to acquire, control, distribute, store, treat, purify, recycle, recapture, and salvage any water, including sewage and storm waters. Other powers include undertaking a water conservation program and selling and delivering water.²

The principal act that governs the District is the Community Services District Law.³ CSDs in general may potentially provide a wide array of services, including water supply, wastewater, solid waste, police and fire protection, street lighting and landscaping, airport, recreation and parks, mosquito abatement, library services; street maintenance and drainage services, ambulance service, utility undergrounding, transportation, graffiti abatement, flood protection, weed abatement, and hydroelectric power, among various other services. CSDs are required to gain LAFCO approval to provide those services permitted by the principal act but not performed by the end of 2005 (i.e., latent powers).⁴

LAFCO authorized FCSD to add sewer service to its active powers in September 2004,⁵ pending a district-wide vote of registered voters as required by CSD law at the time when adding additional services. The law changed on January 1, 2006, allowing LAFCO to add additional services to CSDs without a district vote.⁶ LAFCO reauthorized sewer service for FCSD in March 2006 pursuant to the updated law.⁷

Boundary

FCSD is located in northwestern Amador County and is entirely within the County. The District is in the general vicinity of the unincorporated community of Fiddletown, approximately six miles east of Plymouth. The District has a boundary area of approximately

¹ LAFCO Resolution 69-15. Formation date is from Board of Equalization records.

² Water Code §§71610-11.

³ Government Code §§61000-61226.5.

⁴ Government Code §61106.

⁵ LAFCO Resolution 04-03.

⁶ LAFCO Resolution 06-03.

⁷ LAFCO Resolution 06-03.

50 acres. The District extends approximately 0.82 miles along Fiddletown Road, encompassing parcels on either side from just west of Quartz Mountain Road to 0.25 miles east of American Flat Road. The bounds also include parcels along Jibboom Street between its intersection with Fiddletown Road and American Flat Road's intersection with Fiddletown Road. In addition, the bounds include approximately seven parcels on either side of American Flat Road south of Fiddletown Road.

LAFCO records indicate that 6.9 acres were annexed to FCSD's SOI and bounds in 1971 (Resolution 71-37). A property was also detached from the District in the same year (Resolution 71-38). An annexation of unknown size was approved by LAFCO in 1998 (Resolution 98-258). Annexation of 11 parcels receiving wastewater services was approved in both 2004 and 2006, but the District failed to prepare a map and legal description to enable recording, and thus the LAFCO approval in each case never led to completion of the boundary change (Resolution 04-03 and Resolution 06-03 respectively). These parcels remained outside the boundaries until 2009. Working closely with the District, LAFCO approved and completed a sphere amendment and subsequent annexation (Project #257) to allow all properties receiving sewer service to be added to the boundaries. In addition, the county completed the final transfers of the wastewater system to the District. LAFCO staff, based on recorded legal descriptions, has recently verified the district boundaries. The verified boundaries are consistent with earlier maps.

Sphere of Influence

The District's SOI was originally adopted in 1976 as coterminous with district boundaries at the time. In 2008, LAFCO updated FCSD's SOI to include the entirety of the wastewater service area.⁸ As a result of LAFCO Project #257, the boundaries, the district's service area, and the sphere of influence are now coterminous, consistent with the District's intention to serve within its boundaries without extending service to additional areas.

Accountability and Governance

A five-member Board of Directors governs FCSD. Board members are to be elected at large. In practice, however, the Board of Supervisors appoints board members, as the positions are generally uncontested. There were no contested seats in recent elections. Terms of office and vacancies on the board are not advertised within the district. Board members are recruited by word of mouth.

The District does not hold regularly scheduled board meetings. State law requires a minimum of four quarterly meetings. Based on agendas for the last two years, the district has held a sufficient number of meetings. Agenda and meeting announcements are posted at the US post office and at the community center. The District also distributes a newsletter twice per year and puts informational inserts in bills. The District plans a website that will be completed in 2019, and is considering web hosting from Amador County. The District reports no Brown Act violations in recent history and no inquiries by the Grand Jury.

Board members have not completed training for Ethics, Brown Act, Conflict of Interest, etc., and records of these requirements are not retained by the District.

⁸ LAFCO Resolution 2008-10.

With regard to customer service, the District reported that complaints may be submitted by a call to the FCSO office, by email or directly to a board member. No complaints were received in 2018-19. Complaints in the past most often related to water quality (color or taste) or needed repairs. The District was cooperative with the MSR process. The planned website will enhance transparency.

Figure 1: FCSO Governing Body

Fiddletown Community Services District			
Governing Body			
	Name	Position	Term Ends
<i>Members</i>	Bill Easton	Director	12/31/21
	Jason Simpkins	Director	12/31/19
	Herb Boxhorn	Director	12/31/21
	Margie Strauss	Director	12/31/19
	Dale Bradley	Director	12/31/19
<i>Manner of Selection</i>	Elected at large or appointed by Board of Supervisors		
<i>Length of Term</i>	Two or four year terms		
<i>Meetings</i>	District office, as needed		
<i>Agenda Distribution</i>	Posted in town		
<i>Minutes Distribution</i>	Available at District office		
Contact			
<i>Contact</i>	Jane O’Riordan, Secretary		
<i>Mailing Address</i>	P.O. Box 35 Fiddletown, CA 95629		
<i>Phone</i>	(209) 245-3117		
<i>Email/Website</i>	Pending		

Management

The principal act calls for community service districts to appoint a general manager to implement board policies.⁹ FCSO did not have a general manager position as of June 2019. However, District staff includes a secretary (20 hours per month) who manages the functions of the District, but does not hold the title of General Manager. A water operator works four to five hours per month. It is not clear whether these workers are independent contractors or employees. A local contractor is hired for any major repair work. The District reported that there is no policy on employee evaluations and there are no employee policies.

Fiddletown CSD has water bylaws that need to be updated, and provided an undated copy. On September 5, 2018, the District adopted a policy to allow drinking water wells within district boundaries with certain restrictions and requiring continued monthly service fees to the District. The District notes that it received draft bylaws for wastewater services from the county, but has not taken any action to adopt or formalize these. No conflict of interest code has been adopted, and board members have not completed ethics training or sexual harassment training, which is required. Conflict of interest forms (FPPC Form 700)

⁹ Government Codes §61050. Per §61040(e), the general manager may not be a member of the board.

have been filed annually with county elections department. It is not known if copies are also available at the District office.

The District reports that performance of the agency is not tracked, aside from employee hours logged, water sampling and extensive lab analysis. The analyses are conducted by an outside company and are forwarded to Amador County.

The District's planning efforts are minimal. The District does not have a master plan for its water or wastewater systems nor long-range system improvement plans. The District prepares a capital improvement plan on a project-specific basis only when a new project is undertaken.

The District does not adopt an annual budget, but does contract for financial audits. The District completed a two-year audit in 2018 for fiscal years 2017 and 2018. A copy of this audit by Cathy Castillo was provided to LAFCO. The audit notes the requirement to adopt a budget and also notes that District management had omitted the management discussion and analysis of supplemental information from the audit as required by Governmental Accounting Standards Board.

The District files annual salary and compensation forms to the California State Controller's Office in addition to the annual State Controller's Report.

Management practices include risk management. The District spent \$3,380.00 on insurance in FY 19, including liability insurance through Special Districts Risk Management Authority (SDRMA), disability and worker's compensation through the state fund.

Service Demand and Growth

Fiddletown is designated as a Town Center in the County General Plan. Zoning allows for public services, commercial and residential. The community is surrounded by Ag Transition designations. Existing land uses in the District's boundary are residential, limited commercial and vacant.

Economic activity in the District's boundary area is limited. Employers include a post office, a candy business, horse stables, Fiddletown Termite Control and a few small home-based businesses. Other uses in the community include the community center, library, the AFPD fire station, and an Amador County Recreation Authority-maintained county park.

There are 68 water connections within the District's bounds and 13 parcels with rights to connect based on the list provided by the District. There are 47 wastewater connections and 13 parcels with rights to connect to the wastewater system based on the list provided by the District. All connections are reported by the district as residential. The estimated population within district bounds is approximately 100 full-time residents.¹⁰ The District's population density is 1,280 per square mile, compared to the countywide density of 64.

The District reported that service demand has been constant in recent years, consistent with limited growth in the area. In FY 19 there were two new sewer hook-ups. Certain parcels within the district own a "right" or reservation to hook-up to the sewer system,

¹⁰ Data provided by the Environmental Protection Agency SDWIS.

planned within the original design of the sewer system. There have been no new water connections in the last five years.

The District replaced the ageing water storage tank in 2017 with two new stainless steel tanks, doubling the water storage capacity to 60,000 gallons.

The District is not a land use authority, and does not hold primary responsibility for implementing growth strategies.

Disadvantaged Unincorporated Communities

LAFCO is required to evaluate disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. A disadvantaged unincorporated community is defined as any area with 12 or more registered voters, or as determined by commission policy, where the median household income is less than 80 percent of the statewide annual median.¹¹

The California Department of Water Resources (DWR) has developed a mapping tool to assist in determining which communities meet the disadvantaged communities median household income definition.¹² DWR identified nine disadvantaged communities within Amador County, three of which are cities and are therefore not considered unincorporated.¹³ None of the identified disadvantaged communities are within or adjacent to FCSD.

The County General Plan Housing Element further confirms that Fiddletown is not a disadvantaged community based on median household income. The community does not meet the criteria for disadvantaged unincorporated communities as defined by LAFCO policies.

Financing

The District reported that existing financing sources are sufficient to deliver adequate services, but indicated that additional financing would be needed to finance capital improvement needs.

The District does not adopt an annual budget. It now maintains separate accounts for water and wastewater accounting, including reserves held within each fund. All operations expenses are funded out of the water fund only. However, twice each year, the district transfers the cost allocation change in sewer fund balance to the Sewer Fund account and the accounts are justified for cost accounting between the two funds. The District does not have an adopted policy on its target level for financial reserves, but appears to hold approximately \$200,000 above approximate annual operating expenses as derived from 2018 audit tables. A separate account for reserves would be desirable to improve accounting clarity. The District does not have a formal capitalization policy. Capital assets include the well, filtration system, tanks, land improvements and transmission systems.

¹¹ Government Code §56033.5.

¹² Based on census data, the median household income in the State of California in 2010 was \$57,708, 80 percent of which is \$46,166.

¹³ DWR maps and GIS files are derived from the US Census Bureau's American Community Survey (ACS) and are compiled for the five-year period 2006-2010.

Total revenue in FY 19 was \$71,193.¹⁴ Primary revenue sources were water rates/fees (approx. 60%) and wastewater rates/fees (approx. 40%). The District does not receive a share of property tax and does not have assessments or special taxes. Accounts are held as cash in a local bank and bank balances exceed the insurance levels of the Federal Depository Insurance Corporation (FDIC). The monthly sewer rate is \$25, established in 2002. The base water rate is \$60 for up to 10,000 gallons, with surcharges for excess usage. Meters are only read in the summer as individual usage does not exceed 10,000 gallons during wet weather months. The district has an adopted rate schedule.

Total expenditures for the year were \$86,456 as shown on the FY 2018 Profit and Loss Statement. Costs were primarily composed of water-related administrative costs (26 percent), repairs and maintenance (22 percent), loan repayment (18 percent), utilities (14 percent), sewer-related administrative costs (11 percent), supplies (6 percent), insurance (2 percent) and bank charges (1 percent).

Long-term debt includes two loans. FCSD financed the new water well in FY 07, relying on a loan from Amador County/USDA. Loan repayments have repaid about half of the \$50,000 loan from the county, with monthly payments of \$277 over 20 years at 3.00% interest. The District carries an outstanding loan from United States Department of Agriculture (USDA) used to finance new water tanks. The balance remaining is \$272,124, with repayment of \$11,466 annually over 40 years at 2.75% interest.

¹⁴ Fiddletown Community Services District, *Profit and Loss*, FY 18.

WATER SERVICES

This section describes the nature, extent and location of the water services provided, as well as key infrastructure and water sources. The tables provide further information and indicators of the agency's water service supplies, demand, financing, service adequacy, and facilities.

Nature and Extent

FCSD supplies treated groundwater for domestic water service to residential connections. The District owns, operates, and maintains a domestic water well and distribution system directly, with part-time district staff.

The District does not produce or use recycled water, and does not practice conjunctive use. The District recently approved regulations to allow private wells on properties within the district, subject to certain restrictions, and may have other adopted regulatory policies.

Location

FCSD provides water service within its bounds to 68 connections, with a majority of connections concentrated in the western portion of the District. The District's water services are available to all of its boundary area, with some undeveloped and/or unserved parcels listed by the district within its boundary. Thirteen parcels have rights to connect for water service based on District listings.

Infrastructure

Key water service infrastructure includes a well, two storage tanks and 1.25 miles of distribution pipeline.

The District relies entirely on groundwater for water service. All water is pumped from a single well, treated with chlorine, and stored in the two storage tanks. The well and tanks are on separate parcels approximately $\frac{1}{4}$ mile apart.

In 2006, the Environmental Health Department (EHD) informed the District of the need to replace or reconstruct the existing well due to consistent coliform contamination during wet weather.¹⁵ A new well, installed at the end of 2006, is in excellent condition. The County loaned \$50,000 to the District for the system. The well has a pumping capacity of 120 gpm. The back-up generator for the pump can provide approximately 24 hours of power during a power outage, according to the District.

In 2017 a long-term project was completed with a USDA loan, providing replacement of the District's old tank with two new storage tanks, increasing the storage capacity to 60,000 gallons. This project was funded by a USDA Rural Development Grant and Loan combination of \$500,000. The water rates were increased gradually over two years to fund the loan repayment to the USDA. The increased water storage helps with maintenance, reliability, fire protection and available water during emergencies or power outages.

¹⁵ Correspondence to FCSD from Lance Salisbury, Environmental Scientist, Environmental Health Department, 6/28/06.

In the event of emergencies, FCSD would rely on the short-term stored water reserves, which would last approximately two days based on the District's average daily use. Fiddletown operates a stand-alone system; there are no interties with other water systems outside of the District to serve as backup during emergencies. During the last drought period, before 2017, the District formed a backup plan for emergencies. If the well went dry, this plan involved trucking water in from outside sources. Fortunately, the plan was never activated, as the well remained viable throughout the drought.

The distribution system was originally installed in the 1970s. The composition and materials in the system are unknown. The District reported that the infrastructure needs of the system have not been identified, and now that the tank replacement is complete, the District would like to perform a thorough assessment of the distribution system to identify specific needs.

Historically, the District has had problems with total coliform bacteria, lead and copper, natural radioactivity, nitrates and nitrites, as well as others, as reported by County Environmental Health Department. The new well and tank infrastructure has resolved these issues. However, the District had to scale back the improvements and omit the filtration system to keep the project within the confines of the funding availability.

On June 14, 2016, Fiddletown Community Services District submitted an application to Amador County Environmental Health and received a waiver of the secondary standards for iron manganese, color, and turbidity. The application was submitted following a survey of residents and in accordance with Section 64449.2 of Title 22 of California Code of Regulations. A nine-year waiver was approved by the Environmental Health Department on June 15, 2016. The District hopes to eventually install the filtration system that will allow it to meet these standards, but has not identified a funding plan to do so.

During EHD's most recent inspection, no monitoring violations were identified.

Refer to the following tables for specifics on the District's water system. Areas noted as "NP" indicate information which the District did not provide during this MSR update process.

Figure 2: FCSD Water Service Profile

FCSD					
Water Service Configuration & Infrastructure*					
Water Service	Provider(s)	Water Service	Provider(s)		
Retail Water	Direct	Groundwater Recharge	None		
Wholesale Water	None	Groundwater Extraction	Direct		
Water Treatment	Direct	Recycled Water	None		
Service Area Description					
Retail Water		FCSD is located in northwestern Amador County, approximately six miles east of Plymouth. The District's service area extends along Fiddletown Road, encompassing parcels on either side from just west of Quartz Mountain Road to just east of American Float Road. The bounds also include parcels along Jibboom Street and American Flat Road.			
Wholesale Water		NA			
Recycled Water		NA			
Boundary Area	0.08	sq. miles	Population (2012)	100 estimate	
System Overview					
Average Daily Demand	16,387 gallons		Peak Day Demand ²	28,741 gallons	
Supply	18 af is the average annual well production				
Major Facilities					
Facility Name	Type	Capacity	Condition	Yr Built	
Two Storage tanks	Storage	60,000 gallons total	Good	2017	
Well #1	Well with pump	120 gpm	Excellent	2006	
Other Infrastructure					
Reservoirs	0		Storage Capacity (mg)	0.06	
Pump Stations	1		Pressure Zones	1	
Production Wells	1		Pipe Miles	1.25	
Infrastructure Needs and Deficiencies					
Infrastructure needs include an additional back-up generator at the well, additional storage capacity and an overall assessment of the distribution system to identify needs and prioritize repairs.					
Facility-Sharing and Regional Collaboration					
Current Practices: The District does not practice facility sharing regarding water services with other agencies.					
Opportunities: None identified.					
Notes:					
(*) The data and information contained in this chart is from the 2008 MSR, the District did not provide any updates in 2013.					
(1) NA means Not Applicable, mg means millions of gallons, af means acre-feet.					
(2) Based on the average daily water usage in the peak month July 2019.					

continued

FCSD							
Water Demand and Supply*							
Service Connections		Total	Inside Bounds	Outside Bounds			
Total		68	68	0			
Irrigation/Landscape		0	0	0			
Domestic		68	68	0			
Commercial/Industrial/Institutional		0	0	0			
Recycled		0	0	0			
Other		0	0	0			
Average Annual Demand Information (Acre-Feet per Year)¹							
	2000	2005	2010	2019	2020	2025	2030
Total	NP	NP	NP	NP	NP	NP	NP
Residential	NP	NP	NP	NP	NP	NP	NP
Commercial/Industrial	0	0	0	0	0	0	0
Irrigation/Landscape	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
Water Sources		Supply (Acre-Feet/Year)					
Source	Type		Average		Maximum		Safe/Firm²
Not identified	Groundwater		18		194		48
Supply Information (Acre-feet per Year)³							
	2000	2005	2010	2015	2020	2025	2030
Total	16	16	18	18	18	18	18
Imported	0	0	0	0	0	0	0
Groundwater	16	16	18	18	18	18	18
Surface	0	0	0	0	0	0	0
Recycled	0	0	0	0	0	0	0
Drought Supply and Plans							
Drought Supply (af)	Year 1:	NP	Year 2:	NP	Year 3:	NP	
Significant Droughts	2012-2016, 2007-2009						
Storage Practices	Storage is for short-term emergencies only.						
Drought Plan	The District reported that it has had no problems with a shortage of water in dry years and implemented a water conservation plan in 2014; Plan for trucked-in water.						
Water Conservation Practices							
CUWCC Signatory	No						
Metering	Yes, but meters are monitored only in the summer.						
Conservation Pricing	Yes, between June 1 and October 1.						
Other Practices	The District sends out newsletters during the summer months to remind customers of ways to conserve. In addition, the District reported that it monitors usage in summer months to identify significant leaks.						
Notes:							
(*) Some connections are inactive. District indicates 2 connections have been cut off.							
(1) The District was unable to report the amount demanded annually, as it only monitors the meters between June 1 and October 1. Peak Day demand is 26,311 in July 2019. Approximately 800,000 gallons for August 2019.							
(2) Based on the Department of Health Services criteria for foothill groundwater, the firm yield is 25 percent of the tested pumping capacity.							
(3) Water supply projections are based on average annual demand, as there are no proposed developments within the District's service area.							

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FSCD				
Water Rates and Financing				
Domestic Water Rates-Ongoing Charges 2013				
	Rate Description		Avg. Monthly Charge	Consumption²
Residential	Base rate per month: \$60.00 (up to 10,000 gallons) \$2.00 for every additional 1,000 gallons <15,000 \$5.00 for every additional 1,000 gallons >15,000		\$60.00	250 gal/day
Special Rates				
Water rates are the same throughout the District.				
Rate-Setting Procedures				
Policy Description	FCSD evaluates costs and increases rates accordingly, as needed. To promote water conservation, the District charges metered rates June 1 - October 1.			
Most Recent Rate Change	January 2014	Frequency of Rate Changes	As needed	
Water Development Fees and Requirements				
Connection Fee Approach	All new connections are charged a flat fee regardless of connection type to recoup time and capital costs associated with the new connection.			
Connection Fee Timing	After the building permit is approved.			
Connection Fee Amount	\$5,000/Single Family Unit			
Land Dedication Requirements	None			
Development Impact Fee	None			
Water Enterprise Revenue FY 19			Expenditures FY 19	
Source	Amount	%	Amount	
Total	\$43,117	100%	Total	\$60,231
Rates & charges	NP	NP	Administration	NP
Assessment	NP	NP	O & M	NP
Refund	NP	NP	Capital Depreciation	NP
Interest	NP	NP	Debt	NP
Connection Fees	NP	NP	Purchased Water	NP
Other - County Loan	NP	NP	Capital Improvements	NP
			Other	NP
Notes:				
(1) Rates include water-related service charges and usage charges.				
(2) Water use assumptions were used to calculate average monthly bills. Assumed use levels are consistent countywide for comparison purposes.				
(3) The District provided financial information for LAFCO to identify water related revenues & expenditures in FY 18-19.				

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FCSD					
Water Service Adequacy, Efficiency & Planning Indicators					
Water Planning		Description		Planning Horizon	
Water Master Plan		None			
UWMP		None, not required			
Capital Improvement Plan		None			
Emergency Response Plan		None			
Service Challenges					
The District did not report any service challenges; however, the District hopes to assess distribution system and lines in th near future.					
Service Adequacy Indicators (May not be directly relevant to limited part time staffing)					
Connections/FTE ¹		2,520		O&M Cost Ratio ²	NP
MGD Delivered/FTE		0		Distribution Loss Rate	Unknown
Distribution Breaks & Leaks		1		Distribution Break Rate ³	None
Response Time Policy		ASAP		Response Time Actual	Within 24 hours
Water Pressure	Gravity	~40+ psi		Total Employees (FTEs)	0.25
Water Operator Certification					
The District is required to have a distribution system operator certified at D1 or above. The District's operator possesses a D1 certification.					
Drinking Water Quality Regulatory Information⁴					
		#	Description		
Health Violations		0	None		
Monitoring Violations		0	None		
DW Compliance Rate ⁵		NP			
Notes:					
(1) Accurately updated in 2013.					
(2) Operations and maintenance costs (exc. purchased water, debt, depreciation) per volume (mgd) delivered.					
(3) Distribution break rate is the number of leaks and pipeline breaks per 100 miles of distribution piping as provided by District.					
(4) Violations since 1995, as reported by the U.S. EPA Safe Drinking Water Information System and updated by the District					
(5) Drinking water compliance is percent of time in compliance with National Primary Drinking Water Regulations.					

WASTEWATER SERVICES

Nature and Extent

The community of Fiddletown relies on individual septic systems for wastewater disposal. Certain parcels along Dry Creek and parcels too small for a contained onsite septic system drain through a collection system into a community leach field. FCSD was authorized by LAFCO to provide wastewater services in 2006.¹⁶ There are 47 wastewater connections and an additional 13 parcels have rights to connect in the future.

The community leach field system located within FCSD bounds, previously owned by the County, was transferred to Fiddletown CSD in late 2010 following completion of the annexation of parcels receiving service.¹⁷ The leach field system includes wastewater collection and disposal services. FCSD maintains the leach field system and reported that no improvements have been needed or made to it since the transfer.¹⁸

FCSD collects all wastewater rates related to the system. Although district volunteers only occasionally provide necessary maintenance, such as vegetation removal after storms, the District reported approximately \$4,885 in sewer administration and operation costs in FY 19.

Property owners are responsible for the maintenance of the individual onsite septic systems, which provide a majority of the treatment process. The septic systems then connect to the community collection system.

Location

Wastewater services were previously provided within and outside of FCSD's bounds. The completion of LAFCO Project #257 annexed all property with sewer connections. Not every parcel within the District is permitted to connect to the community leach field system. A total of 47 parcels along Dry Creek, as well as certain neighboring properties too small for an individual septic system, are connected. An additional 13 have the right to connect to the system. Nearly every eligible parcel participated; the district estimates that approximately three or four did not participate.

Infrastructure

Key wastewater service infrastructure owned by the district includes the community leach field and 1.5 miles of PVC collection pipelines. The collection and disposal system was installed in 1999 by Amador County. The system was designed for a maximum of 78 parcels.¹⁹ Effluent is collected in individual onsite septic tanks where a majority of the

¹⁶ LAFCO Resolution 2006-03.

¹⁷ As reported by Mike Israel from Amador County via email in August 2013 and confirmed by Jane O'Riordan in January 2014 and August 2019.

¹⁸ As reported by Jane O'Riordan, January 2014.

¹⁹ Amador County, *Fiddletown Sewer System Description*, 1996, p. 3.

treatment occurs, then is collected into a shallow pressure-dosed drain field for percolation into the soil.

The District has completed most of the required and recommended repairs identified in the 2008 MSR. Two remaining issues include replacement of monitoring devices for the groundwater to verify no adverse impacts and placement of posts to facilitate locating inspection pipes. The District states that the monitor devices are not working and it does plan to replace them.

In the 2008 MSR, it was reported that there is a monitoring well network to ensure protection of nearby surface and subsurface waters; however, the District believes that no monitoring has been done.

There are no known defects in the sewer system. However, there have been routine breaks and repairs made in the line system that runs through town.²⁰ The District would like to perform a thorough assessment of the collection system in 2020 to identify specific needs.

Refer to the following tables for specifics on the District's wastewater system. Areas noted as "NP" indicate information for which the District did not provide an update during this MSR update process.

²⁰ Reported by Jane O'Riordan, July 3, 2019.

Figure 3: FCSD Wastewater Service Profile

FCSD				
Wastewater Service Configuration and Demand				
Service Configuration				
Service Type	Service Provider(s)			
Wastewater Collection	FCSD			
Wastewater Treatment	FCSD, private septic systems			
Wastewater Disposal	FCSD			
Recycled Water	None			
Service Area¹				
Collection:	Within FCSD's bounds			
Treatment:	Within FCSD's bounds			
Recycled Water	NA			
Sewer Connection Regulatory/Policies				
Only those landowners that originally paid for the system in 1999 have a right to connect to the system. As of 2019, there were 21 landowners that had the right, but had not yet connected to the system. Two owners connected in 2019.				
Onsite Septic Systems in Service Area				
All landowners within the District have onsite septic systems.				
Service Demand FY 12²				
	Connections			Flow (gallons)
Type	Total	Inside Bounds	Outside Bounds	Average³
Total	47	47	0	estimated 3,611
Residential	47	47	0	3,611
Commercial	0	0	0	0
Industrial	0	0	0	0
Projected Demand (in gallons per day)				
	2005⁴	2015	2025	Build-Out
Avg. dry weather flow	3,611	Not Monitored	NP	NP
Peak wet weather flow	3,611	Not Monitored	NP	NP
Note:				
(1) Information provided by District in 2019.				
(2) Information provided by District.				
(3) The District does not regularly monitor the meters to the leach field system and notes they are not working. The County provided a 3.5 year daily average flow (2008).				
(4) Indirectly based on the 3.5 year average day demand. The District reported that since the collection system is pressurized, there should be no significant difference between dry and wet weather flows.				

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FCSD					
Wastewater Infrastructure					
Wastewater Treatment & Disposal Infrastructure					
System Overview					
Treatment level: A majority of treatment is completed in individual onsite septic systems. The District operates a community leach field; treatment level is unknown.					
Disposal method: All wastewater flow is disposed of in a community leach field to percolate into the soil.					
Facility Name	Capacity	Condition	Yr Built		
Fiddletown Leach field	0.02 mgd	Fair	1999		
Infrastructure Needs and Deficiencies					
Disposal infrastructure needs identified are flow & monitoring devices, assessment of collection system.					
Wastewater Collection & Distribution Infrastructure					
Collection & Distribution Infrastructure					
Sewer Pipe Miles	1.5	Pump stations	7		
Other: Individual septic systems on each parcel.					
Infrastructure Needs and Deficiencies					
The District did not identify any collection infrastructure needs with the exception of posts to clearly mark inspection pipes.					
Infiltration and Inflow					
The extent of infiltration and inflow is unknown. Since the system is pressurized, dry weather and wet weather flows are likely not significantly different.					
Wastewater Regional Collaboration and Facility Sharing					
Regional Collaboration					
The County transferred ownership of the leach field system to the District. The District is responsible for the infrastructure and leach field properties, using paid outside contractors.					
Facility Sharing Opportunities					
The District did not identify opportunities for future facility sharing opportunities.					

continued

FCSD					
Wastewater Service Adequacy, Efficiency & Planning					
Regulatory Compliance Record, 2008-2012					
Formal Enforcement Actions		0	Informal Enforcement Actions		0
Service Adequacy Indicators					
Sewer Overflows 2012 ¹		0	Sewer Overflows 2011 ²		NA
Treatment Effectiveness Rate ³		NA ⁴	Sewer Overflow Rate ⁵		NA
Total Employees (FTEs)		0	Response Time Policy ⁶		ASAP
Employees Certified?		NA	Response Time Actual		Within 24 hours
Source Control and Pollution Prevention Practices					
The District did not report any source control practices. There is no wastewater discharge.					
Collection System Inspection Practices					
No inspection practices were reported by the District.					
Service Challenges					
The District reported challenges related to occasional maintenance of the system with a volunteer and limited part time staff.					
Wastewater Planning					
Plan	Description		Planning Horizon		
Wastewater Master Plan	None		No Change in system		
Wastewater Collection Plan	None				
Capital Improvement Plan	None				
Sanitary Sewer Management Plan	None				
Emergency Plan	None				
Notes:					
(1) Total number of overflows experienced (excluding those caused by customers) .					
(2) Total number of overflows experienced (excluding those caused by customers).					
(3) Total number of non-compliance days not applicable to leach field treatment.					
(4) Septic systems are not required to maintain the same treatment levels as sewer systems.					
(5) Sewer overflows (excluding those caused by customers) per 100 miles of collection piping.					
(6) Agency policy, guidelines or goals for response time between service call and clearing the blockage.					

continued

FCSD					
Wastewater Rates and Financing					
Wastewater Rates-Ongoing Charges FY 12¹					
Rate Description		Avg. Monthly Charges		Demand ²	
Residential	Flat Monthly: \$25.00	\$25.00		250 gpd	
Rate Zones					
None					
Rate-Setting Procedures					
Policy Description: Rates were last set by the County when the system was installed. The District planned to update the rates once the system was transferred from the County to the District. As of 2019, the District has not raised the rates.					
Last Rate Change ³	1999	Frequency of Rate Changes	Never changed		
Wastewater Development Fees and Requirements					
Connection Fee Approach	All parcels adjacent to Dry Creek or too small to install a private septic system are required to connect to the system. Each parcel paid the connection fee at the time the system was installed to cover the cost of the system. Some parcels only paid for a right to hook up later.				
Connection Fee Timing ⁴	Paid at the time the system was installed in 1999.				
Connection Fee Amount ⁵	Residential: \$15,000				
Land Dedication Req.	None				
Development Impact Fee	None				
Wastewater Enterprise Reven FY 19			Expenditures FY 19		
Source	Amount	%	Amount		
Total	\$28,075	100%	Total	\$7,725	
Rates & Charges	\$13,075	47%	Administration	\$4,885	
Property Tax	\$0		O & M	\$1,250	
Grants	\$0		Capital Depreciation	\$0	
Interest	NP		Debt	\$0	
Connection Fees	\$15,000	53%	Other Insurance	\$1,690	
Other - Refund	NP				
Notes:					
(1) Rates include wastewater-related service charges and strength and flow charges. Average monthly charges calculated based on average consumption. Rates are rounded for presentation. These numbers are from 2008; no update was provided in 2013.					
(2) Wastewater use assumptions by customer type were used to calculate average monthly charges. Assumed use levels are 250 gallons per home per day, and are consistent countywide for comparison purposes.					
(3) No rate change since transfer from the County.					
(4) Connection charges likely due at time of connection.					
(5) Connection fee amount is calculated for a single-family home.					

SUMMARY OF DETERMINATIONS & FINDINGS

Growth and population projections

- ❖ Demand for services remains relatively constant for both water and wastewater services.
- ❖ Potential new connections for wastewater services are limited because the sewer system cannot be expanded. Demand for water services is also expected to remain relatively constant in the near future, as there are no planned or proposed developments within or adjacent to the District's boundary.

The location and characteristics of Disadvantaged Unincorporated Communities within or contiguous to the agency's SOI

- ❖ There are no disadvantaged unincorporated communities within or adjacent to the District's service area based upon mapping information provided by the State of California Department of Water Resources.
- ❖ The County General Plan Housing Element further confirms that Fiddletown is not a disadvantaged community based on median household income. The community does not meet the criteria for disadvantaged unincorporated communities as defined by LAFCO policies.

Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs and deficiencies

- ❖ The existing water and wastewater facilities have the capacity to provide service to the current connections and to those parcels where the district has binding commitments to serve in the future. The water system can accommodate limited future growth and development within the boundaries. The wastewater system is not expandable and is not intended to serve additional connections. Any significant growth that requires wastewater services would necessitate a new sewer system.
- ❖ The District must appoint a general manager, as required by law.
- ❖ Internal tracking, monitoring and data collection for operations and system performance should be improved beyond the minimum requirements of outside regulators.
- ❖ The District should pro-actively begin long-term planning for all aspects of system management. Relying on the availability of grants and loans from other government agencies for capital and facility needs is not a substitute for responsible internal management for the sustainability of the water and wastewater systems.

- ❖ The wastewater treatment system is a passive system, however effective monitoring is necessary for the long term viability and safety of the system.
- ❖ The District is reactive to incidents such as obvious leaks and emergencies rather than proactive in managing the water distribution and wastewater collection systems. Assessment of both systems for leaks and trouble spots should be added to the District's long-term plans and maintenance efforts. A routine work plan for monitoring and maintaining the two systems is needed.
- ❖ Plans for long-term management of the system should be developed by the district, reviewed and/or updated annually.

Financial ability of agencies to provide services

- ❖ The District financials were recently audited and should be audited annually, as required by Government Code §53890. Recommendations of the audit need to be implemented by the Board, especially the requirement to adopt an annual budget. The District's Management Discussion and Analysis has not been done and would beneficially complete the audit.
- ❖ Financing is adequate to provide for short-term operations and limited administration such as billing and insurance.
- ❖ While it may be painful to raise rates paid by customers, the district cannot rely entirely on future grants and loans as its primary funding source for capital improvements or long-term maintenance needs. Ratepayers should be aware of the real costs of service, including both short-term and long-term costs such as regulatory costs, capital improvements and repairs, and facilities maintenance and replacement.
- ❖ Reserves levels should be established by district policy and a reserve fund maintained in a separate account. Banking balances held in local banks should not exceed the FDIC insurance limits. The district should consider investing in the Local Agency Investment Fund (LAIF), or another similar fund tailored to the needs of local government agencies. LAIF or similar investments could provide higher yields, liquidity, and security for the reserve funds.
- ❖ Plans for long-term management of the system, including financing plans, should be developed and adopted by the district, then reviewed and/or updated annually, concurrent with budget adoption and known short-term system needs.
- ❖ Options for implementation and potential funding sources should be explored and brought to the board for adding the water filtration component of the new water system, which was deferred due to limited grant funding.
- ❖ District wastewater rates may warrant an update to reflect deferred system monitoring, along with any additional maintenance responsibilities that come to light once monitoring is initiated and also as the system ages. Long-term cost-effectiveness of the system will become compromised without active

inspection and a reliable maintenance program, ultimately resulting in unanticipated costs to the taxpayers and ratepayers.

Status of, and opportunities for, shared facilities

- ❖ No facility sharing opportunities were identified. Fiddletown is an isolated community with a stand-alone system.

Accountability for community service needs, including governmental structure and operational efficiencies

- ❖ The District cooperated with LAFCO and the MSR process. Reliance on volunteers with limited time greatly constrains the public transparency and accountability of the District to its citizens.
- ❖ Accountability to local voters has been constrained by a lack of information and lack of contested elections. The District should coordinate with County Elections staff to maintain accurate terms of office for directors and notify the public when terms will be expiring or when a vacancy occurs. An open process will allow constituents to be aware of district opportunities and would be more democratic than current word-of-mouth recruitment efforts.
- ❖ Board members have not completed training for Ethics, Brown Act, Conflict of Interest, etc., and records of these requirements are not available at the District as required by state law. Understanding and implementing these requirements will reduce potential financial risk as well as improving access to District processes.
- ❖ Compiling existing adopted policies/bylaws and organizing the separate regulatory actions of the District would be useful to the administration of the district. Updates or new policies/bylaws could be identified and adopted, such as wastewater bylaws.
- ❖ Position descriptions and defined responsibilities for each staff and board member, coupled with regular performance evaluations would ensure better accountability internally and also to the public.
- ❖ Establishing an effective website, as required by SB 929 will improve citizen access to information about the district and will allow access to public documents, such as financial information.
- ❖ One government restructuring option is transferring water and wastewater infrastructure and services to Amador Water Agency.