

CENTERVILLE COMMUNITY SERVICES DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Woodstrom, Vice President Oliver, Director Whitehead, Director Richison and Director Hopson  
Absent: None  
Others Present: Mr. and Mrs. Ankeny, Paul Reuter, Tina Teuscher and Chris Muehlbacher

**PRELIMINARY BUSINESS:**

- I Call to Order: President Woodstrom called the meeting to order at 7:00 pm.
- II Public Comment Period: President Woodstrom opened the public comment period. Mr. Ankeny stated that he noticed a District vehicle driving down Placer without their headlights on. He suggested that the operators drive with their headlights on for safety reasons. No other comments were received. The public comment period was closed.
- III Authorize Payment of Bills for Current Expenses: Director Whitehead moved to pay the bills. Director Hopson seconded. Mr. Muehlbacher stated that the payment to Berkadia was an interest payment of \$700. The Butler Engineering payment is a deposit for the engineering of the Boardroom Conversion project. The Eddie Axner Construction payment is for the repair assistance on Campo Calle. The Griswald Industries payment is for the repair to the 16" Cla-Val at the Muletown Turnout. The payment to Power by Tim is the final payment for the A1 Generator project. The vote was unanimous. Motion carried.
- IV Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenues were \$639,636 verses expenses of \$486,282. Regarding revenue, trends are overall on target with what was budgeted. He stated that the Clear Creek line items are trending lower because they have been using their surface water instead of their wells and they are behind in their billing. Repair and Maintenance was trending high due to unexpected repairs. Engineering is also showing over budget due to the trouble shooting the Zone C pump station.

Mr. Muehlbacher stated that the Capital revenue was \$25,485 and expenses were \$218,322. He mentioned that the notable changes were tax payments and the payoff of the 1995-1 bond.

Reserve Fund Status Sheet: The total reserve is \$1,133,704. He stated that the notable changes was the interest received and the NBS payments. He explained that the 1995-1 Contract Reserves and the Contingent Assessment account have closed because those funds were placed in the Redemption account and then used to pay off the loan. He stated that once the account is cleared by NBS there should be approximately \$40k to \$56k remaining which will be the District's to use as they chose. He will check with NBS to see when those remaining funds will become unrestricted.

President Woodstrom asked about the remaining Carr Fire funds. Mr. Muehlbacher stated that after all projects have been completed the District will have 60 days to close out all of the projects. The remaining funds will be retained by the District.

President Woodstrom asked that Mr. Muehlbacher hold a Finance committee meeting in mid-December to discuss the remaining Carr Fire and AD 1995-1 funds.

- V Approval of the minutes of the October 20, 2021, Regular Board Meeting: Director Hopson stated that he had changes to the minutes and asked that the minutes be removed from the Consent Agenda.

Mr. Hopson stated that on Page 2 under New Business Item I, the second paragraph states "He believes the District should convert the garage to a boardroom and give this space to the Fire Company for their barracks". He asked that it be changed to, "He believes the District should convert the garage to a boardroom and give the existing boardroom to the Fire Company for their barracks".

He also stated that under the same item number, third paragraph there is a typo. It states "conversation" instead of "conversion". He asked that it be corrected.

Director Whitehead moved to approve the minutes as amended. Director Richison seconded. The vote was unanimous. Motion carried.

### **CONSENT AGENDA:**

- II Continue local emergency pursuant to AB 361 due to COVID-19 directly impacting members to meet in person through adoption of Resolution 2021-08: Director Whitehead moved to approve the remaining items on the Consent Agenda. Vice President Oliver seconded. The vote was unanimous. Motion carried.

### **NEW BUSINESS:**

None

### **OLD BUSINESS:**

- I Tank Maintenance Program Update: Mr. Muehlbacher stated that the OSHA improvements have been completed. The interior coating was delayed due to rain. However, they are now moving forward and should be completed the week of Thanksgiving.

Mr. Muehlbacher showed two different colored bolts from the tank. It was the consensus of the Board that staff and PACE Engineering should select the paint color.

Paul Reuter stated that they had their corrosion engineer Mr. Larry Boisclair review the integrity of the steel of the tank. Mr. Boisclair observed a little bit of pitting between the girders; however, believes it is not an issue. It was his opinion that it was acceptable to move forward and coat the interior.

Mr. Reuter stated that Matt Tasch asked if Mr. Boisclair's presence was necessary during the coating. He asked the Board if they wanted to pay approximately \$900 a day for PACE Engineering to be present during the coating which would take place on Friday and Saturday. He stated that Mr. Boisclair informed him that it was not necessary. The Board stated that it was acceptable that he was not there.

- II Zone A1 Tank Generator Project: Mr. Muehlbacher stated that final payment was made this evening to Power by Tim. He reminded the Board that the District received \$10,000 was received from the ACWA JPIA grant. The District's actual cost of the project was \$2,660. This generator is fully operational and is in service.
- III Review and Discuss Water Allocation and Water Supply: Mr. Muehlbacher stated that with the recent rains, the District's water use is trending on target with the available water purchased from the City of Redding. He stated that the NOAA forecast indicates rain totals will remain below average moving into the new year.

**GENERAL BUSINESS:**

- I Correspondence: None
- II President's Report: None
- III Manager's Report: Mr. Muehlbacher stated that he will be reviewing the FEMA procurement requirements and issue the RFP for engineering services for the Muletown Pump Station generator project.

The draft audit documents were received November 8<sup>th</sup>.

The Draft Policy manual has been finalized and is being reviewed by counsel. He will be scheduling a Resource and Planning Committee meeting to discuss the various fees and charges and the need to update them and then it will be presented to the Ordinance Committee.

The field staff replaced another service line for a total of 12 this year.

He mentioned that our Telemetry is approaching its useful life. He is currently evaluating replacement options.

- IV Committee Reports: None
- V Announcements: Next month's meeting is on December 15<sup>th</sup>.
- VI Adjournment: 8:00 pm.