

# CENTURYVILLE



COMMUNITY SERVICES DISTRICT

Regular Board Meeting of the Board of Directors  
Wednesday, January 21, 2026

7:00 PM

## **AGENDA**

TO ADDRESS THE BOARD DURING OPEN TIME OR NOTICED PUBLIC HEARINGS: pursuant to the Brown Act (Government Code Section 54950 et seq.) action or Board discussion can not be taken on open time matters other than to receive the comments, and if deemed necessary, to refer the subject matter to the District Manager for follow-up and/or to schedule the matter on a subsequent Board agenda.

### **ITEM**

### **FUNCTION**

#### **PRELIMINARY BUSINESS**

- |   |  |             |
|---|--|-------------|
| 1 | Call to Order  |             |
| 2 | Public Comment Period – Open Time – This time is set for members of the public to address the Board on matters not on the agenda. If your comments concern an item noted on the regular agenda, please address the Board after that item is open to public comments. By law, the Board of Directors cannot discuss or make decisions on matters that are not on the agenda. The Board will customarily refer these matters to the District Manager's Office. Each speaker is allocated (5) minutes to speak for a maximum of 20 minutes on each subject. Speakers may not cede their time. Comments should be limited to matters within the jurisdiction of the District. After receiving recognition from the Board President, please state your name and comments. |             |
| 3 | Approval of the minutes of:<br>December 17, 2025, Regular Board Meeting  | Action      |
| 4 | Authorize Payment of Bills for Current Expenses  | Action      |
| 5 | Status of the Budget Report  | Information |

#### **NEW BUSINESS**

- |   |  |             |
|---|--|-------------|
| 1 | Award Replacement of the Mini-Split Wall System for the Conference Room        | Action      |
| 2 | Annual Report on Active Will Serve Letters                                     | Information |
| 3 | Annual Report on Discontinuations of Residential Services for Inability to Pay | Information |

#### **OLD BUSINESS**

- |   |  |             |
|---|--|-------------|
| 1 | Muletown Pump Station Generator Project Update | Information |
| 2 | Carr Fire Recovery Project Update              | Information |
| 3 | PLC, Radio and Antenna Replacement Project     | Information |

- 4 Board of Director's Annual Re-organization Session for the 2026 Calendar Year (Section 5010.50, Centerville CSD Board of Director's Policy)
- a. Committee Selection

Action

## GENERAL BUSINESS

- |   |                   |             |
|---|-------------------|-------------|
| 1 | Correspondence    | Information |
| 2 | Director's Report | Information |
| 3 | Manager's Report  | Information |
| 4 | Committee Reports | Information |
| 5 | Announcements     |             |
| 6 | Adjournment       |             |

Next Scheduled Board Meeting  
February 18<sup>th</sup> @ 7:00 P.M.

"This is an equal opportunity provider"

In compliance with the Americans with Disabilities Act, the Centerville Community Services District will make available to any member of the public who has a disability, a needed modification or accommodation, including an auxiliary aid or service, for that person to participate in the public meeting. A person needing assistance should contact the district office by telephone at (530) 246-0680, or in person or by mail at 8930 Placer Road, Redding, California 96001, or by e-mail at [tteuschner@centervillecsd.com](mailto:tteuschner@centervillecsd.com), at least two working days in advance. Accommodation may include, but are not limited to, interpreters, assistive listening devices, accessible seating, or documentation in an alternate format. If requested, this document and other agenda materials can be made available in an alternative format for persons with a disability who are covered by the Americans with Disabilities Act.

CENTERVILLE COMMUNITY SERVICES DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Hopson, Vice President Oliver, Director Woodstrom and Director Richison  
Absent: Director Whitehead and Tina Teuscher  
Others Present: Collin Bogener and Chris Muehlbacher

**PRELIMINARY BUSINESS:**

1. Call to Order: President Hopson called the meeting to order at 7:00 pm.
2. Public Comment Period: President Hopson opened the public comment period. No comments were received. The public comment period was closed.
3. Approval of November 19, 2025, minutes: Director Woodstrom moved to approve the minutes. Vice President Oliver seconded. The vote was unanimous. Motion carried.
4. Authorize Payment of Bills for Current Expenses: Director Richison moved to pay the bills. Vice President Oliver seconded. Mr. Muehlbacher stated that the payment to Superior Tank Solutions is the quarterly Tank Maintenance Agreement. The State Water Resource Control Board payment is the annual permit fees. The vote was unanimous. Motion carried.
5. Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenue thru November was \$767,928 versus expenses of \$659,422. He mentioned that consumption continued to trend slightly under budget. He mentioned that we have not received Clear Creek's invoice for November.

He stated that the only Capital revenue was the interest of \$53. The tank coating payment is the only expense.

Reserve Fund Status Sheet: The total reserve is \$1,506,058. Mr. Muehlbacher stated that the O&M reserve decreased due to cash flow and the Capital Improvement Reserve decreased due to the tank coating payment.

**NEW BUSINESS**

1. Board of Director's Annual Re-Organization Session for the 2026 Calendar Year: Director Richison moved to appoint Vice President Oliver to President and Director Woodstrom to Vice President. President Hopson seconded. The vote was unanimous. Motion carried.

Director Woodstrom moved to appoint Lori Mathiesen to the Centerville Education Foundation Committee. Vice President Oliver seconded. The vote was unanimous. Motion carried.

The Standing Committees will be announced at the January 2026 meeting.

- 2 Authorize the Board President to Execute the First Amendment to Water Treatment Plant Dedicated-Capacity Contract: Mr. Muehlbacher stated that this amendment was discussed by the Ad-Hoc Committee and recommended by the attorney. The current agreement has a one-year notice requirement. This will shorten it down to six months giving both sides more time to bring it back to the Boards for consideration. He mentioned that Clear Creek approved this at their meeting held last week.

Vice President Oliver moved to execute the amendment to the Water Treatment Plan Contract. Director Richison seconded. The vote was unanimous. Motion carried.

- 3 Bureau of Reclamation's 58th Annual Mid-Pacific Region Water User's Conference – Reno, NV. Jan. 28-30, 2026: Mr. Muehlbacher stated that this is an information item and asked that if anyone is interested to let the office know and they will set up the reservation.
- 4 Investment Fund Quarterly Report Ending September 30, 2025: Mr. Muehlbacher stated that consistent with the Reserve Policy this is an information item. He stated that LAIF is currently earning approximately 4%.

## **OLD BUSINESS**

- 1 Muletown Pump Station Generator Project Update: Mr. Muehlbacher stated that this project is about to expire on January 6, 2026 without an extension being approved. Cal OES requested a time extension from FEMA; however, as of today, it has not been approved. The entire grant program will expire on January 6<sup>th</sup> if an extension has not been granted.
- 2 Carr Fire Recovery Project Update: Mr. Muehlbacher stated that CalOES provided the Final Inspection Report on November 21<sup>st</sup>. This confirmed that they had everything they required from the District. On December 2<sup>nd</sup>, CalOES confirmed that there is nothing more for the District to do at this time.
- 3 PLC, Radio and Antenna Replacement Project: Mr. Muehlbacher stated that there was a delay with the delivery of the screens. PACE Engineering should be done programming them by the end of the week. Field efforts will resume after the first of the new year.

## **GENERAL BUSINESS:**

- 1 Correspondence: None.
- 2 Director's Report: None.
- 3 Manager's Report: Mr. Muehlbacher stated that the Assistant Fire Chief is not ready to recruit volunteers. He has been here trying to get things up and running like the phone lines and an answering machine. Mr. Muehlbacher offered space in the newsletter to recruit volunteers.

Field staff replaced a service line on Macie Circle. The JPIA infrared imaging took place last Friday. They did find a hot spot in our fuse box, so Wagner Electric changed out the breaker.

The operators ran pump 1 at the Muletown Pump Station and it needs an alignment.

The conference room mini splits failed. He mentioned that the warranty paperwork was not properly filed, and that the contractor's project manager passed away. We are seeking several bids to replace the item.

Mr. Muehlbacher stated that RCAC came out to look at our sites and they found that we were inefficient at pump zones A and A1. Although they are VFD's we are treating them as soft starts, they are not running efficiently. They will be reviewing this to optimize the energy.

President Hopson stated that there has been a metal plate on Middletown Park for about a month. He asked what that was. Mr. Muehlbacher stated that he would follow up with Lead Operator Dan Peters.

- 4 Committee Reports: Ad Hoc Committee. There is a closed session item tonight to discuss the Ad Hoc Committee meeting.
- 5 Announcements: The next Board Meeting will be held January 21, 2026.

#### **CLOSED SESSION**

- 1 Real Property Negotiations (§ 54956.8), Property: Water Treatment Plant: The Board entered into closed session at 7:30 pm, and returned at 7:51 pm. No reportable action was taken.

#### **GENERAL BUSINESS CONTINUED:**

- 6 Adjournment: The meeting adjourned at 7:52 pm.

Centerville Community Services District  
Profit & Loss Budget Performance  
December 2025

Ordinary Income/Expense

Income

41000 · WATER SALES

41100 · Base Rate	48,660.75	48,415.00	245.75	291,668.75	290,510.00	1,158.75
41200 · Consumption Rate	27,211.88	29,000.00	-1,788.12	419,027.08	475,000.00	-55,972.92
41210 · Late Fees	976.92	700.00	276.92	11,447.38	11,400.00	47.38
41400 · Pump Zone A (Base Rate)	1,608.75	1,700.00	-91.25	9,652.50	10,100.00	-447.50
41450 · Pump Zone A (Power Comp)	781.24	700.00	81.24	14,627.81	16,300.00	-1,672.19
41500 · Pump Zone A-1 (Base Rate)	455.00	470.00	-15.00	2,730.00	2,780.00	-50.00
41550 · Pump Zone A-1(Power Comp)	412.18	300.00	112.18	4,058.92	5,000.00	-941.08

Total 41000 · WATER SALES

41600 · RESERVE FUNDS

41605 · Consumption Surcharge	938.60	1,000.00	-61.40	14,748.84	16,500.00	-1,751.16
41700 · Water Treatment Plant Fee	1,909.22	2,000.00	-90.78	29,372.12	33,400.00	-4,027.88
41800 · Rate Stabilization Fee	2,858.24	3,000.00	-141.76	44,024.16	50,100.00	-6,075.84
56250 · Transfer Reserve Funds	-5,706.06	-6,000.00	293.94	-88,145.12	-100,000.00	11,854.88

Total 41600 · RESERVE FUNDS

42000 · SERVICE INSTALLATION - METERS

42100 · Connection Charges	0.00	0.00	0.00	545.00	400.00	145.00
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Total 42000 · SERVICE INSTALLATION - METERS

43000 · INTEREST

43001 · LAIF	0.00	0.00	0.00	29,436.15	26,000.00	3,436.15
43002 · Other Interest	1.25	4.00	-2.75	9.39	24.00	-14.61
Total 43000 · INTEREST	1.25	4.00	-2.75	29,445.54	26,024.00	3,421.54

44100 · General Property Tax-422

44840 · Cent. Admin Fee TSWAD 2001-1	0.00	0.00	0.00	2,500.00	0.00	2,500.00
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Total 44100 · General Property Tax-422

Centerville Community Services District  
Profit & Loss Budget Performance

December 2025

	Dec 25	Budget	\$ Over Budget	Jul - Dec 25	YTD Budget	\$ Over Budget
45000 · OTHER OPER. REVENUE						
45400 · Misc. Revenue	0.00	40.00	-40.00	720.44	240.00	480.44
45850 · Backflow Prevention Testing	256.50	300.00	-43.50	1,520.00	1,800.00	-280.00
45955 · Will Serve - Admin	0.00			50.00		
Total 45000 · OTHER OPER. REVENUE	256.50	340.00	-83.50	2,290.44	2,040.00	250.44
49706 · Water Sales Bella Vista	0.00	0.00	0.00	60,300.00	60,300.00	0.00
Total Income	80,364.47	81,629.00	-1,264.53	848,293.42	899,854.00	-51,560.58
Gross Profit	80,364.47	81,629.00	-1,264.53	848,293.42	899,854.00	-51,560.58
Expense						
51000 · WATER COSTS						
51100 · Raw Water Charge	0.00	1,600.00	-1,600.00	13,218.04	26,800.00	-13,581.96
51300 · Oper.& Maint. - Clear Creek	0.00	12,300.00	-12,300.00	44,943.36	76,800.00	-31,856.64
51305 · Administration - Clear Creek	0.00	2,000.00	-2,000.00	22,833.31	33,400.00	-10,566.69
51315 · Restoration Fee	0.00	1,700.00	-1,700.00	13,112.28	26,500.00	-13,387.72
51317 · Water Right Fees	0.00	0.00	0.00	4,348.23	4,600.00	-251.77
51325 · WINN Act Lawsuit	0.00	170.00	-170.00	807.54	1,020.00	-212.46
Total 51000 · WATER COSTS	0.00	17,770.00	-17,770.00	99,262.76	169,120.00	-69,857.24
52000 · TRANSMISSION & DISTRIB.						
52100 · General Repair & Maint.	2,060.24	6,100.00	-4,039.76	36,599.37	36,600.00	-0.63
52130 · Zone A - Repair and Maintenance	0.00	0.00	0.00	0.00	1,600.00	-1,600.00
52140 · Zone A1 - Repair and Maintenance	0.00	0.00	0.00	0.00	1,600.00	-1,600.00
52200 · Operating Supplies & Expense	1,100.22	2,000.00	-899.78	8,139.28	12,000.00	-3,860.72
52400 · Utilities - General Plant	129.51	140.00	-10.49	771.57	860.00	-88.43
52425 · Elect., Muletown Pump Station	0.00	250.00	-250.00	1,427.86	1,650.00	-222.14
52450 · Elect., Towerview Pump Station	328.61	250.00	78.61	1,236.35	1,500.00	-263.65
52500 · Utilities Pump Zone A	1,412.13	1,700.00	-287.87	23,684.83	26,000.00	-2,315.17
52600 · Utilities Pump Zone A-1	511.99	600.00	-88.01	4,924.70	5,500.00	-575.30
52700 · Diggins Generator	0.00	0.00	0.00	70.00	0.00	70.00
52850 · Backflow Prevention Testing	3,805.00	0.00	3,805.00	3,805.00	3,600.00	205.00
Total 52000 · TRANSMISSION & DISTRIB.	9,347.70	11,040.00	-1,692.30	80,658.96	90,910.00	-10,251.04

# Centerville Community Services District Profit & Loss Budget Performance December 2025

	Dec 25	Budget	\$ Over Budget	Jul - Dec 25	YTD Budget	\$ Over Budget
<b>53000 · EQUIPMENT</b>						
53100 · Equipment Repairs & Maint.	2,023.60	700.00	1,323.60	2,865.70	4,200.00	-1,334.30
53200 · Gasoline	914.05	700.00	214.05	3,858.53	4,200.00	-341.47
Total 53000 · EQUIPMENT	2,937.65	1,400.00	1,537.65	6,724.23	8,400.00	-1,675.77
<b>54000 · ADMINISTRATIVE</b>						
54100 · Liability Insurance - District	0.00	0.00	0.00	33,367.68	40,000.00	-6,632.32
54150 · Utilities-District Office	1,046.67	1,000.00	46.67	5,710.15	6,000.00	-289.85
54200 · Telephone - District Office	1,618.25	750.00	868.25	5,230.28	4,500.00	730.28
54250 · SWRCB Fees	0.00	0.00	0.00	13,928.82	15,000.00	-1,071.18
54300 · Travel & Training	549.15	500.00	49.15	2,354.57	3,000.00	-645.43
54325 · Employee Recognition	776.04	600.00	176.04	1,479.41	1,100.00	379.41
54375 · LAFCO	0.00	0.00	0.00	2,554.86	4,000.00	-1,445.14
54400 · Miscellaneous	40.00	50.00	-10.00	158.23	300.00	-141.77
54455 · Watershed Sanitary Survey	496.05			1,984.20		
54500 · Engineering - District Engineer	203.25	800.00	-596.75	1,028.00	5,200.00	-4,172.00
54550 · Legal-Dist. Attorney	560.00	800.00	-240.00	7,216.07	5,200.00	2,016.07
54600 · Accounting-Audit & Consult	0.00	0.00	0.00	15,400.00	17,000.00	-1,600.00
54625 · Meals	0.00	65.00	-65.00	438.09	440.00	-1.91
54650 · Office Supplies	840.58	750.00	90.58	3,675.40	4,500.00	-824.60
54680 · Merchant Fees	150.85	100.00	50.85	548.10	600.00	-51.90
54700 · Postage	82.00	800.00	-718.00	1,302.98	5,200.00	-3,897.02
54710 · Billing and Notices	1,354.32			5,213.00		
54750 · Office Equipment (Small)	779.92	1,800.00	-1,020.08	10,646.86	10,800.00	-153.14
54800 · Office Building - R&M	883.20	750.00	133.20	3,583.62	4,500.00	-916.38
54850 · Directors Compensation	600.00	450.00	150.00	2,400.00	2,700.00	-300.00
54900 · Subscription & Licenses	821.92	3,300.00	-2,478.08	23,105.72	23,500.00	-394.28
Total 54000 · ADMINISTRATIVE	10,802.20	12,515.00	-1,712.80	141,326.04	153,540.00	-12,213.96



# Centerville Community Services District Profit & Loss Budget Performance

December 2025

	Dec 25	Budget	\$ Over Budget	Jul - Dec 25	YTD Budget	\$ Over Budget
<b>55000 · WAGES &amp; BENEFITS</b>						
55100 · Salaries	35,473.00	35,400.00	73.00	229,024.39	230,100.00	-1,075.61
55110 · Salaries - Standby	450.00	500.00	-50.00	2,600.00	3,000.00	-400.00
55120 · Overtime	0.00	700.00	-700.00	5,083.07	4,200.00	883.07
55200 · Salaries - Part Time Employees	1,219.68	1,800.00	-580.32	9,732.31	10,800.00	-1,067.69
55300 · Pension - Retirement	3,012.26	3,800.00	-787.74	78,879.88	83,800.00	-4,920.12
55400 · Insurance - Emp. Health&Dental	10,738.26	10,000.00	738.26	59,328.60	60,000.00	-671.40
55500 · Workman's Comp. Insurance	5,720.36	7,000.00	-1,279.64	10,694.73	14,000.00	-3,305.27
55600 · F.I.C.A.	2,272.98	2,400.00	-127.02	15,085.18	14,400.00	685.18
55700 · Medicare Tax	531.57	600.00	-68.43	3,527.99	3,400.00	127.99
<b>Total 55000 · WAGES &amp; BENEFITS</b>	<b>59,418.11</b>	<b>62,200.00</b>	<b>-2,781.89</b>	<b>413,956.15</b>	<b>423,700.00</b>	<b>-9,743.85</b>
<b>Total Expense</b>	<b>82,505.66</b>	<b>104,925.00</b>	<b>-22,419.34</b>	<b>741,928.14</b>	<b>845,670.00</b>	<b>-103,741.86</b>
<b>Net Ordinary Income</b>	<b>-2,141.19</b>	<b>-23,296.00</b>	<b>21,154.81</b>	<b>106,365.28</b>	<b>54,184.00</b>	<b>52,181.28</b>
<b>Net Income</b>	<b>-2,141.19</b>	<b>-23,296.00</b>	<b>21,154.81</b>	<b>106,365.28</b>	<b>54,184.00</b>	<b>52,181.28</b>

Centerville Community Services District  
Capital Profit & Loss Budget Performance

December 2025

	Dec 25	Budget	Jul - Dec 25	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
43000 · INTEREST	0.00	0.00	213.45	300.00	400.00
43003 · Shasta Co 422 Interest					
Total 43000 · INTEREST	0.00	0.00	213.45	300.00	400.00
44100 · General Property Tax-422					
44125 · Current Secured Taxes-0&M	0.00	0.00	3,684.36	4,000.00	223,000.00
44127 · Current Unitary Taxes	0.00	0.00	0.00	0.00	10,000.00
44130 · Curr Sec Adv Teeter	0.00	0.00	4,758.09	4,000.00	4,000.00
44131 · Curr Supp Teeter	0.00	0.00	606.62	500.00	500.00
44135 · Supp Taxes Current	0.00	0.00	947.37	1,100.00	2,300.00
44140 · Curr Unsecured Taxes	0.00	0.00	11,373.64	11,100.00	22,800.00
44145 · Supp Taxes Prior	0.00	0.00	15.79	20.00	60.00
44150 · Prior Year Unsecured Taxes	0.00	0.00	88.88	70.00	150.00
44155 · Homeowner's Exemption - 422	365.48	1,000.00	365.48	1,000.00	2,100.00
Total 44100 · General Property Tax-422	365.48	1,000.00	21,840.23	21,790.00	264,910.00
46000 · CAPITAL FUNDS					
46100 · Capacity Charge	0.00	22,500.00	22,147.00	45,000.00	88,588.00
Total 46000 · CAPITAL FUNDS	0.00	22,500.00	22,147.00	45,000.00	88,588.00
49000 · TAXES & ASSESSMENTS					
49350 · Sp./Asst Texas Springs 2001-1	0.00	0.00	5,706.83	6,000.00	34,000.00
Total 49000 · TAXES & ASSESSMENTS	0.00	0.00	5,706.83	6,000.00	34,000.00
49500 · OTHER CAPITAL REVENUE					
49505 · Other Interest	0.26	5.00	1.77	30.00	50.00
49550 · New Water Purchase Fee	0.00	0.00	600.00	600.00	600.00
Total 49500 · OTHER CAPITAL REVENUE	0.26	5.00	601.77	630.00	650.00
Total Income	365.74	23,505.00	50,509.28	73,720.00	388,548.00
Gross Profit	365.74	23,505.00	50,509.28	73,720.00	388,548.00
Expense					
51000 · WATER COSTS					
51255 · Clear Creek SWRCB Contract	0.00	0.00	13,266.81	4,400.00	4,400.00
Total 51000 · WATER COSTS	0.00	0.00	13,266.81	4,400.00	4,400.00
52000 · TRANSMISSION & DISTRIB.					
52950 · Treatment Plant Pond's Project	0.00	0.00	11,107.28	0.00	0.00
Total 52000 · TRANSMISSION & DISTRIB.	0.00	0.00	11,107.28	0.00	0.00

11:28 AM

01/15/26

Accrual Basis

# Centerville Community Services District

## Capital Profit & Loss Budget Performance

December 2025

	Dec 25	Budget	Jul - Dec 25	YTD Budget	Annual Budget
57000 · DISTRIBUTION SYSTEM IMPROVE.					
57090 · Tank Coating Program	0.00	0.00	79,194.91	85,000.00	180,000.00
Total 57000 · DISTRIBUTION SYSTEM IMPROVE.	0.00	0.00	79,194.91	85,000.00	180,000.00
57400 · PRINCIPAL EXPENSE					
57406 · Sp./Asst. Txs Sprg 2001-1 Prin.	0.00	0.00	9,700.00	9,000.00	9,000.00
Total 57400 · PRINCIPAL EXPENSE	0.00	0.00	9,700.00	9,000.00	9,000.00
57500 · INTEREST EXPENSE					
57506 · Sp./Asst. Txs Sprg 2001-1 Int.	0.00	0.00	5,368.50	5,400.00	9,800.00
Total 57500 · INTEREST EXPENSE	0.00	0.00	5,368.50	5,400.00	9,800.00
57800 · BOND ADMIN. FEE					
57806 · NBS Admin. Fee TSWAD 2002-1	1,264.08	1,250.00	2,528.16	2,500.00	5,000.00
57840 · Cent. Admin Fee TSWAD 2001-1	0.00	0.00	0.00	0.00	2,500.00
Total 57800 · BOND ADMIN. FEE	1,264.08	1,250.00	2,528.16	2,500.00	7,500.00
58000 · OTHER CAPITAL EXPENSES					
58070 · Muletown Pump - Generator	0.00	0.00	-7,288.54	0.00	52,000.00
58080 · Telemetry Replacement Program	0.00	0.00	61,027.19	156,000.00	156,000.00
Total 58000 · OTHER CAPITAL EXPENSES	0.00	0.00	53,738.65	156,000.00	208,000.00
Total Expense	1,264.08	1,250.00	174,904.31	262,300.00	418,700.00
Net Ordinary Income	-898.34	22,255.00	-124,395.03	-188,580.00	-30,152.00
Net Income	-898.34	22,255.00	-124,395.03	-188,580.00	-30,152.00

# CENTERVILLE COMMUNITY SERVICES DISTRICT RESERVE FUND STATUS

December 31, 2025

DESCRIPTION	Balance as of	Balance as of	Current	Projected Balance	Goal Range
	7-1-2025	Last Month	Balance	As of 7-1-2026	
<b>DESIGNATED RESERVES:</b>					
Operation & Maintenance	\$406,359.97	\$544,622.00	\$544,622.00	\$486,000.00	\$614k - \$920k (2)
Water Treatment Plant	\$249,846.89	\$282,794.64	\$282,794.64	\$303,000.00	\$250k - \$500k (3)
Carr Fire Funds	\$156,297.70	\$159,633.57	\$159,633.57	\$158,000.00	
Pump Sta. Rep. & Maint. (Zones A & A1)	\$16,024.24	\$16,366.25	\$16,366.25	\$22,000.00	
Capital Improvement Reserve	\$372,107.57	\$317,743.81	\$317,743.81	\$350,000.00	
Subtotal	\$1,200,636.37	\$1,321,160.27	\$1,321,160.27	\$1,319,000.00	
<b>OBLIGATED RESERVES:</b>					
Capacity Charge	\$119,370.25	\$154,474.49	\$154,474.49	\$209,000.00	
Subtotal	\$119,370.25	\$154,474.49	\$154,474.49	\$209,000.00	
<b>RESTRICTED RESERVES:</b>					
	<u>Maturity Date</u>				
Texas Springs Assessment	6/30/2041	\$44,793.92	\$30,423.55	\$30,423.81	\$33,000.00
Subtotal		\$44,793.92	\$30,423.55	\$30,423.81	\$33,000.00
Total Reserve Balance		\$1,364,800.54	\$1,506,058.31	\$1,506,058.57	\$1,561,000.00
1 O&M Goal Range	Goal Range is projected to achieve the Reserve Policy range within 3 - 7 years using the Rate Stabilization Fee.				
2 WTP Goal Range	Goal Range is projected to achieve the Reserve Policy range within 1.5 - 5 years using the Water Treatment Plant Fee.				



## **MEMORANDUM**

Date: January 13, 2026  
To: Board of Directors  
From: Chris Muehlbacher  
Subject: **New Business Item 1 – Award Replacement of the Mini-Split Wall System for the Conference Room**

### **Recommendation**

ACTION – It is recommended that the Board award the replacement of the Mini-Split Wall System for the Conference Room to Timberline Heating & Air Conditioning in the amount of \$9,087.

### **Item Explanation**

The compressor for the existing mini-split wall system located in the Conference Room has failed and requires replacement. This system was originally installed by One Way Development & Construction as part of the Meeting Room Conversion Project which was accepted in January 2023. In review of this project, it was confirmed that no warranty information was filed by either staff or the contractor. Repairs on the Senville Aura unit have been attempted but were unsuccessful to restore functionality. Based upon an inability to repair the unit, it is recommended that it be replaced.

Below is a summary of the bids:

<b>Contractor</b>	<b>Mini-Split Unit</b>	<b>Total</b>
Timberline Heating & Air Conditioning	Carrier Performance Series	\$8,595
Redding Heating & Air	Daikin Mini Split	\$9,000
Gibson Hearing & Air	GE Mini Split	\$11,738

It is recommended that this project be awarded to Timberline Heating & Air Conditioning in the amount of \$9,087. This amount is the bid amount with an additional \$492 for a 7-year parts and labor warranty.

### **Attachment**

- Timberline proposal dated January 8, 2026



HEATING & AIR CONDITIONING

January 8, 2026

Construction Agreement  
Light Commercial

2950 INNSBRUCK DRIVE  
REDDING, CA 96003-9303  
(530) 221-2222 • FAX 221-2279  
www.TimberlineHVAC.com

This Construction Agreement is entered into by and between TIMBERLINE HEATING & AIR CONDITIONING, (Contractor) and Centerville Water District, (Owner) on [REDACTED] 2025.

Project address: 8930 Placer Rd., Redding, CA 96001

Billing address: (Same as Above)

**You are entitled to a completely filled in copy of this agreement, signed by both you and the Contractor before any work may be started.** Notice of Cancellation may be sent to the Contractor at 2950 Innsbruck Drive, Redding, CA 96003

We propose to provide all labor, materials, equipment, supervision, and agreement administration to complete in a good workmanlike manner, installation of the following:

Agreement options:

***Carrier Performance Series 18k BTU Ductless Split High Wall System***

*Two (2) Carrier Model # 45MAHAQ09XA3, High Wall Fan Coil with multi-stage fan design for Conference room*

*One (1) Carrier Model # 37MGRAQ18CA3, 1.5-ton split system heat pump inverter drive*

*Two (2) Wireless remote temperature controls*

*This system has an A.H.R.I. Certified S.E.E.R2. \* rating of 25.0, E.E.R2. \* of 15.0, and HSPF2\* of 10.5*

*A.H.R.I. Certified Number: 215357433*

*Manufacturer warranty: 7-year coil and compressor, 7-year parts*

Initial here to accept: [REDACTED]

Contract price:

\$ **8,595.00** Due upon completion of job (amount shown is CASH discount price)

***\*\*Note: Prevailing wages acknowledged\*\****

\*S.E.E.R.----Seasonal Energy Efficiency Ratio (Cooling Efficiency measured at 82 degrees)

\*E.E.R.-----Energy Efficiency Ratio (Cooling Efficiency measured at 95 degrees)

\*A.F.U.E.----Annual Fuel Utilization Efficiency

\*H.S.P.F.----Heating Seasonal Performance Factor (Heating Efficiency)

**Prevailing Wage Acknowledged: Yes**

**Public Works Contractor Registration # 1000005606**

The pricing in this Agreement is valid for 30 days.

**PAYMENT SCHEDULE:**

Payment in full by **cash or check** is due upon job completion.

Payment by **credit card does not qualify** for the **cash discount** Contract Price as quoted in the options above. As well as **fees may apply to quoted contract price if financed**. Initial [REDACTED]

**Additional options:**

**Extended Warranty** 1<sup>st</sup> through 7<sup>th</sup> year, parts, AND LABOR coverage: \$ 492.00

Initial here to accept Extended Warranty option: [REDACTED]

Down payment\$ 839.00 **The down payment may not exceed \$1000 or 10% of the Agreement price, whichever is less. Deposit is non-refundable 72 Hours after signed contract. (If approved for financing, down payment not required).**

Initial [REDACTED]

**General Inclusions:**

1. County of Shasta Mechanical Permits
2. Remove and recycle existing equipment
3. Control wiring to new equipment
4. New fusible electrical service disconnects
5. New refrigeration lineset connections
6. Design and fabricate sheet metal as needed
7. Wall control for 7 Day programing.
8. Start up and testing of new system

**General Exclusions:**

Contractor is not responsible for the design or integrity of existing ductwork, electrical elements or any component that was not altered by Contractor during the installation process. Contractor is not responsible for existing electrical or roof sealing of existing flashings and jacks. Customer is responsible for expanding concrete pad.

**Approximate start date:** **TBD** (When materials and installers arrive at the job site.)

**Approximate completion date:** **TBD**

It is expressly stipulated and agreed that Contractor shall not be liable for any delays occasioned by acts of strikes, elements of fire or flood, inclemency of weather, acts of other contractors or any other cause beyond our control.

**The law requires that the contractor give you a notice explaining your right to cancel.**

**The contractor has given Owner a "Notice of the Three-Day Right to Cancel"** [REDACTED]

**Contractor License #525939**

**Documents incorporated into this Agreement:**

Finance Charge, General Liability Insurance, Notice concerning Workers' Compensation Insurance, Performance of Extra or Change Order Work, Mechanics' Lien Warning, Information about the Contractors' State License Board, Cancellation Notice (pages 1-3 attached)

The owner has the right to require the contractor to have a performance and payment bond. (Additional cost)

It is agreed that the contractor will retain title to any equipment or material furnished until final & complete payment is made, and if settlement is not made as agreed, the contractor shall have the right to remove same and the contractor will be held harmless for any damages resulting from the removal thereof.

The undersigned agrees to the terms and conditions contained in this agreement and acknowledges receipt of all pages and incorporated documents.

Dave@TimberlineHVAC.com

Email:

Timberline Heating & Air Conditioning:

Owner:



Date: 1/8/26

Residential Estimator David Bertagna  
Home Improvement License # 117403SP

Signature:

Date:   
Date also page 1





## MEMORANDUM

Date: January 13, 2026

To: Board of Directors

From: Chris Muehlbacher

Subject: **New Business 2 – Annual Report of Active Will Serve Letters**

### Recommendation

INFORMATION – In accordance with the Will Serve Policy, this provides an annual report regarding the issuance of, and status of, Will Serve Letters.

### Item Explanation

The following is a summary of all outstanding Will Serve Letters and their potential demand for the contractual water supply:

<b>POTENTIAL WATER DEMAND</b>	
Will Serve Letters – Issued in 2025	0
Will Serve Letters – Expired in 2025	0
Active Will Serve Letters – potential developable lots	268
Active Water Availability Customers (WAC)	16
Completed Developments – existing developable lots	69
<b>Total # of developable lots (sum of potential, WAC &amp; existing lots)</b>	<b>353</b>
<b>Potential Water Demand (Assuming 1.5 AF usage / Lot)</b>	<b>530 AF</b>

<b>WATER SUPPLY SUMMARY</b>	
<b>Highest Historical Use Analysis</b>	
Contractual Water Available (Assuming no restriction)	3,800 AF
Highest Historical Water Usage Year (2013)	1,935 AF
Highest Historical Year + Potential Water Demand	2,465 AF
Remaining Water Supply (using Highest Year + Potential Demand)	1,335 AF (35%)
<b>Historical 5-Year Average Use Analysis</b>	
Contractual Water Available (Assuming no restriction)	3,800 AF
5-Year Historical Average Water Usage	1,477 AF
5-Year Historical Average + Potential Water Demand	2,007 AF
Remaining Water Supply (using 5-Yr Average + Potential Demand)	1,793 AF (47%)

As shown in the table above, there remains ample contractual water supply for all existing Will Serve Letters as well as those vacant properties located within a completed development (assuming that a full CVP M&I allocation is received).

It is important to note that the Potential Water Demand projected above estimates a conservative average use of 1.5 AF per parcel per year. This value is only for planning purposes based upon historical averages, which remain very conservative in comparison to actual consumption of city lots (e.g., Westridge).

It is also important to note that the likelihood of accelerated growth is very limited based upon historical trends and economic conditions. Annual demand for new water meters remains limited to 0-6 meters per year. With the limited addition of new users, this new consumption will be absorbed and included in the overall consumption used which is then the basis for future Reclamation water allocations.

#### **Attachment(s)**

- Active Will Serve Letters – Pending Development
- Completed Development: Table provides details for lots having meter boxes
- Water Available Customer (WAC Customers)
- Expired Will Serve Letters

## Active Will Serve Letters - Pending Developments

Development	Developer	Street	APN	Number of Additional Developable Lots	Will Serve Letter	WSL Dates	WSL Expires	Comments
Brad and Tracy Mendenhall	Tracy Mendenhall	14600 Clear Creek Knolls	041-810-001	1	Yes	7/11/2017	7/11/2027	Lot Split
Westridge	Signature Northwest	Placer Road		256	Yes	3/20/2017	3/20/2027	WSL Renewal
Westridge Estates	Richard/Mark Guiton Paul Gerboth	16989 Campo Calle	203-170-002	included above	Yes	3/20/2017	3/20/2027	WSL Renewal
PM 04-007	Schmidt	18135 Clear Creek Rd	208-230-025	1	Yes	4/20/2017	4/20/2027	
PM 13-0	Greenview Development	Power Line Rd	203-160-019	4	Yes	8/18/2017	8/18/2027	
Heather Greaves		Chaparral Drive	203-130-007	1	Yes	10/16/2019	10/16/2029	
Brent Jones Prop.	Chris Clifton	Lamb Lane	208-450-004	1	Yes	8/12/2020	8/12/2030	
Jewell - Texas Spgs TM 1987	Chuck Jewell	16250 Texas Springs	208-190-054 208-120-012	3	Yes	9/9/2008 9/18/2017	9/9/2018 9/18/2027	
Clear Creek Road	Nick Bundy	Clear Creek Rd.	208-230-060	1	Yes	1/18/2024	1/18/2034	
Total of developable lots:				268				

## Expired Will Serve Letters

Name of Development	Developer	Addresses	APN	Number of lots	Number Developed	Potential Water Demand	Will Serve Letter	Date of WSL	Expiration of WSL	Status / Comments:
Ranchland Unit 8	Boyd Wilson	Sol Semete	041-420-016	20			Yes	3/22/1991	3/22/2001	
Chaparral Pines Estates	Mark Guiton			45	0	45	Yes	11/2/1995	11/2/2005	
Ranchland Tract Map 1861 End of Sol Semete	Boyd Wilson	Sol Semete	041-410-071, 075 041-420-015	17	Yes	8/5/2002	8/5/2012	3/22/1991 3/29/2002	3/22/2001 3/29/2012	041-410-071 still intact
Charles Jewell		16225 Texas Springs	208-330-008	2	1	2	Yes	6/14/2001	6/14/2011	Possible lot was split into 208-330-010 & 011
Charles & Linda Jewell		Texas Springs & Taku	208-190-002	6	0	6	Yes	9/10/2004	9/10/2014	
Muletown Road	Theresa Elkins	14600 Clear Creek Knolls	041-760-003	2			Yes	4/7/2006	4/7/2016	
Record Lane	Joel Moerer		204-390-001	6			Yes	4/7/2006	4/7/2016	
Morgan Halkides Tract Map 1863	Morgan Halkides	Placer Road	203-033-001 203-033-002	13				3/13/2002	8/18/2016	Condition Letter Sent 8-18-06
Record Lane PM 07-038	Jaime Lynn	16544 Record Lane	204-320-001	3			Yes	11/26/2007	11/26/2017	
Lynn Trust	9700 Record Range Rd		204-320-010	4			Yes	11/26/2007	11/26/2017	
Foxwood Estates Unit 2, Tract 1234	Signature Northwest		204-210-035	19			Yes	3/26/2008	3/26/2018	Partially deannexed 3
Diamond Ridge Estates Unit 2 TM 1981	Charles & Linda Jewell	Paradise Valley & Taku	208-180-039	10			Yes	9/9/2008 9/18/2017	9/9/2018 9/18/2017	9-07 - He broke off one 5
Delbert & Delora Jones	16680 Powerline Rd		203-150-001	1			Yes	9/9/2008	9/9/2018	

## Water Availability Customers

Name of Development	Account #	Developer "WAC "	Account Number	Addresses	APN	Number of lots
Chaparral Dr	3292	Erica Flores		8897 Chaparral Dr	203-150-004	1
Irish Creek Ln	1320	Sandra Tincher		Irish Creek Ln	203-120-013	1
Middletown Park	3393	Westside Church		15608 Middletown Park Dr	203-380-014	1
Morning Glory	1319	Linda Blue		Morning Glory	204-400-008	1
Muletown Rd	349	Thomas Britain		Muletown Rd	041-530-069	1
Placer Rd	312	Emma Erickson		7683 Placer Rd	041-550-037	1
Placer Rd	15	Walt Richison		8778 Placer Rd	203-330-028	1
Placer Rd	254	Gary Stainbrook		8433 Placer Rd	208-020-010	1
Swasey	3464	Richard Gifford		8900 Swasey Dr	203-390-001	1
Taylor Ln	1318	William Sutherland		Taylor Ln	208-060-013	1
Thompson Ln	1321	Bertha Whitman		Thompson Ln &	204-400-006	1
Silver King	3388	Caleb Brown		Silver King Rd	203-080-011	1
Silver King	3390	David Bailey		Silver King Rd	203-080-016	1
Silver King	2393	Gina Smith		Silver King Rd	203-080-017	1
Silver King	3399	Jill Huang		Silver King Rd	203-080-021	1
Ranchland Dr.	572	Dennis Halkides		Ranchland Dr.	208-010-009	1
				<b>Total</b>		<b>16</b>

## Completed Developments

Name of Development	Developer	Addresses with meters	APN	Number of Developed lots	Number of Undeveloped	Potential Water Demand	Will Serve Letter	Date of WSL	Status / Comments:
Canto De Las Lupine Montgomery Ranch Unit 1, Tract 1880 Unit 2, Tract 1791 (14 Lots)	Jaxon Baker		208-920-001		1	10	Yes	8/29/2003	5 Active meters 1 is for landscape
			208-920-002		1				
		16300 Canto De Las Lupine	208-920-003	1					
		16280 Canto De Las Lupine	208-920-004	1					
			208-920-005		1				
			208-920-006		1				
			208-920-007		1				
			208-920-008		1				
			208-920-009		1				
		16261 Canto De Las Lupine	208-920-010	1					
			208-920-011		1				
		16325 Canto De Las Lupine	208-920-012	1					
			208-920-013		1				
			208-920-014		1				
Hurner (6 Lots)	R.L. Bean	15667 Sol Semente	208-380-022	1		1	Yes	8/28/1989	
		15700 Sol Semente	208-380-002	1					
		15725 Sol Semente	208-380-003	1					
		15733 Sol Semente	208-380-004	1					
		15650 Sol Semente	208-380-005	1					
Clear Creek Rd (2 Lots)	D & M Partnership	16538 Clear Creek Rd	208-430-030	1		1	Yes	1/16/2009	Universal Precast Use Permit
			208-430-031		1				
Diamond Ridge Estates Unit 1 (6 Lots)	Chuck Jewell	16673 Texas Springs	208-180-033	1		4	Yes	6/27/2005	
			208-180-034		1				
			208-180-035		1				
			208-180-036		1				
		16550 Paradise Valley	208-180-037	1		1			
Honeybee Acres Phase 1 (7 Lots)	Lamb Enterprises Donald & Susan Lamb		208-180-038		1				
			208-430-001		1	5	Yes	7/25/2005	
			208-430-003		1				
			208-430-004		1				
		16600 Lamb Lane	208-430-005	1					
		7508 Honey Bee Rd	208-430-012	1					
			208-430-025		1				
			208-430-027		1				
Celtic Court (6 Lots)	Robert & Beth Wright		203-530-001	1		2	Yes	3/18/2005	original APN 203-100-027
			203-530-002	1					
			203-530-003	1					
			203-530-004	1					
			203-530-005		1				
			203-530-006		1				
Monte De Las Flores	Jaxon Baker	15826 Calle Camilia	208-350-021	1		4	Yes		

Name of Development	Developer	Addresses with meters	APN	Number of Developed lots	Number of Undeveloped	Potential Water Demand	Will Serve Letter	Date of WSL	Status / Comments:
formerly known as: Montgomery Heights (32 Lots)		15800 Calle Camilla	208-350-002	1					
		15780 Calle Camilla	208-350-023	1					
			208-350-019		1				
		15750 Sol Semente	208-350-018	1					
		7810 Camino Del Encina	208-350-006	1					
		15771 Sol Semente	208-360-001	1					
		7690 Camino Del Encina	208-360-002	1					
		7590 Calle Vista	208-360-003	1					
		7580 Calle Vista	208-360-007	1					
		7600 Camino Del Encina	208-370-001	1					
		7550 Camino Del Encina	208-370-002	1					
			208-370-018		1				
		15951 Calle Rosa	208-370-020	1					
		7575 Camino Del Encina	208-370-004	1					
		15849 El Camino Robles	208-370-015	1					
		7695 Camino Del Encina	208-370-016	1					
			208-370-007		1				
		15950 Calle Rosa	208-370-008						
		15909 El Camino Robles	208-370-009						
		15915 El Camino Robles	208-350-015						
	15920 El Camino Robles	208-350-012							
		208-350-013		1					
	15900 El Camino Robles	208-350-014		1					
	15888 El Camino Robles	208-370-010		1					
	7725 Camino Del Encina	208-360-005		1					
	7787 Camino Del Encina	208-360-006		1					
	7803 Camino Del Encina	208-350-007		1					
	7831 Camino Del Encina	208-350-008		1					
	7859 Camino Del Encina	208-350-009		1					
	7915 Camino Del Encina	208-350-010		1					
	7937 Camino Del Encina	208-350-011		1					
Placer Pines (44 Lots)	Shasta Lake LLC	4682 Nantucket	204-610-001	1		1	Yes	5/21/2003	
		4674 Nantucket	204-610-002	1					
		4666 Nantucket	204-610-003	1					
		4658 Nantucket	204-610-004	1					
		4650 Nantucket	204-610-005	1					
		4642 Nantucket	204-610-006	1					
		4634 Nantucket	204-610-007	1					
		4626 Nantucket	204-610-008	1					
		4618 Nantucket	204-610-009	1					
			204-610-010		1				
		4605 Nantucket	204-610-011	1					
		4613 Nantucket	204-610-012	1					
		4621 Nantucket	204-610-013	1					
		4629 Nantucket	204-610-014	1					
		4637 Nantucket	204-610-015	1					
		4645 Nantucket	204-610-016	1					

Name of Development	Developer	Addresses with meters	APN	Number of Developed lots	Number of Undeveloped	Potential Water Demand	Will Serve Letter	Date of WSL	Status / Comments:
Silver King Hills (16 Lots)	Hilda Stevens	4653 Nantucket	204-610-017	1					
		4661 Nantucket	204-610-018	1					
		4671 Nantucket	204-610-019	1					
		4679 Nantucket	204-610-020	1					
		4687 Nantucket	204-610-021	1					
		4695 Nantucket	204-610-022	1					
		4690 Nantucket	204-610-023	1					
		4600 Nantucket	204-600-001	1					
		4582 Nantucket	204-600-024	1					
		4572 Nantucket	204-600-004	1					
		4562 Nantucket	204-600-005	1					
		4552 Nantucket	204-600-006	1					
		4542 Nantucket	204-600-007	1					
		4532 Nantucket	204-600-008	1					
		4522 Nantucket	204-600-009	1					
		4512 Nantucket	204-600-010	1					
		4502 Nantucket	204-600-011	1					
		4519 Nantucket	204-600-012	1					
		4527 Nantucket	204-600-013	1					
		4535 Nantucket	204-600-014	1					
		4543 Nantucket	204-600-015	1					
		4551 Nantucket	204-600-016	1					
		4559 Nantucket	204-600-017	1					
		4567 Nantucket	204-600-018	1					
		4575 Nantucket	204-600-019	1					
		4583 Nantucket	204-600-020	1					
		4591 Nantucket	204-600-021	1					
		WAC 9145 Silver King Rd	203-080-009		1	10	Yes	5/4/1987	Current WSL requested
			203-080-010		1		Yes	7/31/2012	
		WAC 9063 Silver King Rd	203-080-011		1				Meter Box on As-Built
			203-080-012	1					
			203-080-013	1					
			203-080-014		1				
		WAC WAC	203-080-015		1				
			203-080-016		1				
		WAC 9058 Silver King Rd	203-080-017		1				
			203-080-018	1					
		WAC 9110 Silver King Rd	203-080-019		1				
			203-080-020	1					
			203-080-021		1				
			203-080-022	1					
		WAC 9184 Silver King Rd	203-080-023	1					
			203-080-024		1				
Ranchland Acres, Unit 1-7 360 Acres (159 Lots)	Boyd Wilson	15271 Mtn. Shadows	041-770-001	1		6	Yes	8/10/1988	
			041-730-013		1				
			041-770-006		1				
			041-730-010		1				



Name of Development	Developer	Addresses with meters	APN	Number of Developed lots	Number of Undeveloped	Potential Water Demand	Will Serve Letter	Date of WSL	Status / Comments:
Silver King Estates Simmons Rd (5 Lots)	Edgren	9143 Simmons Rd 9125 Simmons Rd 9109 Simmons Rd 9081 Simmons Rd	041-670-019		1				
			208-060-013		1				
			208-060-017		1				Meter Box not on As-Built
Montgomery Hills (11 Lots)	George Hayes	7896 Deer Hollow  16091 Texas Springs Rd 16107 Texas Springs Rd  7999 Deer Hollow Dr 7933 Deer Hollow Dr  16225 Texas Springs Rd	203-070-027		1	1	Yes	12/10/1993	Not on As-Built
			203-070-028	1					
			203-070-029	1					
			203-070-046	1					
			203-070-044	1					
			208-341-001	1		5	Yes	8/28/1994	Original WSL 8/28/1989
			208-330-001		1				
Montgomery Hills Continued  Woodhill Estates (12 Lots)	Joel Moerer	16627 Record Ln 16650 Record Ln 16691 Record Ln 16709 Record Ln  9634 Bond Ridge Rd  9612 Bond Ridge Rd 9604 Bond Ridge Rd 9603 Bond Ridge Rd 9637 Bond Ridge Rd  7925 Deer Hollow Ct.  16226 Purple Elm  8674 Muletown Rd  15600 Sol Semete 15555 Soleado  15821 Texas Springs  16971 Texas Springs 16897 Texas Springs	208-330-002						
			204-390-003	1		3	Yes	4/7/2006	Not on As-Built
			204-390-002						
			204-390-004	1					
			204-390-005	1					Not on As-Built
			204-390-006		1				Not on As-Built
			204-390-007	1					
			204-390-008		1				
			204-390-009	1					
			204-390-010	1					
			204-390-011	1					
			204-390-012	1					
			208-330-012	1		1	Yes	2/1/2006	
			208-330-013		1	1	Yes	10/4/2006	
			203-100-041	1					Not on As-Built
			203-100-042		1				
Muletown Rd (2 Lots)	Don Clearwater	8674 Muletown Rd	041-790-027 041-790-028	1		1	Yes	7/22/2003	
Hurner - Sol Semete	Phil Hurner	15600 Sol Semete 15555 Soleado	208-380-032	1 1		1	Yes	6/18/2009	
Map Recorded Soon  Chae Moon Map Recorded	Texas Springs	15821 Texas Springs	208-420-007 208-420-003 208-420-004 208-420-005		1	3	Yes	8/18/2005	Not on As-Built  Not on As-Built Not on As-Built
Alva Graves	16991 Texas Springs Rd	16971 Texas Springs 16897 Texas Springs	208-180-028 208-180-029	1 1		1	Yes	3/11/2003	

Name of Development	Developer	Addresses with meters	APN	Number of Developed lots	Number of Undeveloped	Potential Water Demand	Will Serve Letter	Date of WSL	Status / Comments:
<u>Misc. Empty Lots</u>		16991 Texas Springs	208-180-042	1	1				
			208-180-043						
	Raven Road		208-180-013		1	12			
	Secluded Valley		041-690-010		1				On As-Built
			041-610-003		1				
	Vladimir Ct.		041-410-071		1				Not on As-Built
			203-130-011		1				On As-Built
	Chaparral Dr.		203-140-010		1				Not on As-Built
			041-540-007		1				Not on As-Built
	Diggins Way		041-630-009		1				
			041-580-002		1				Not on As-Built
	Wright		041-580-009		1				Not on As-Built
		Purple Elm		203-100-042	1				
	Olney Park		203-290-004		1				
					# of Developed Lots	123			
				WACS (not complete list)	4				
				Total Available Lots (No WACS)	69				
Lots without meter boxes									



## **MEMORANDUM**

Date: January 13, 2026  
To: Board of Directors  
From: Chris Muehlbacher  
Subject: **New Business 3 – Annual Report of Discontinuations of Residential Services for Inability to Pay**

### **Recommendation**

INFORMATION – This is an annual report as required by the District's Discontinuation of Service Procedures for Non-Payment Policy.

### **Item Explanation**

Senate Bill 998, otherwise known as the "Water Shutoff Protection Act" provides all urban water providers with very specific criteria for shutting off a residential customer's water service for nonpayment. SB 998 defines an "urban water provider" as having 200 or more service connections. The most notable requirement is that the account must be at least 60 days past due. District Ordinance 2020-02 amended the District's Discontinuation policy to incorporate the requirements of SB 998. Among the many requirements of SB 998, the District shall provide an annual report of the number of discontinuations of residential services for inability to pay on the District's website in January of each year. Below is a summary of discontinuations:

<b>2025</b>	
Number of discontinuations of Residential Service(s) for inability to pay (Ord. 2020-02)	1

**Attachment** – None



## **MEMORANDUM**

Date: January 15, 2026  
To: Board of Directors  
From: Chris Muehlbacher  
Subject: **Old Business 1 – Muletown Pump Station Generator Project Update**

### **Recommendation**

INFORMATION – No update is available. FEMA has until March to respond to the CalOES request.

### **Discussion**

#### **Scope Of Work & Budget Increase**

As a result of operational issues identified during the design process, it was determined that it was necessary to request a change to the approved scope of work which also required a budget increase. This request was made by the City of Redding on February 11, 2025. This request also included a local share commitment of \$51k from Centerville. In total, it was requested to increase the budget by \$287k which would increase the approved budget of \$419k upwards to \$706k. To date, no response has been provided.

#### **Time Extension**

On June 17, 2024, the City of Redding requested a time extension for this project. CalOES approved a time extension on June 23, 2025, which extended the project performance period until January 9, 2026. As that date is rapidly approaching, CalOES has requested a further time extension from FEMA for the entire DR4382 grant program. On December 3<sup>rd</sup>, Centerville was advised by CalOES that FEMA has 90 days to respond to this request.

At this time, this project is at risk of being closed out on January 6<sup>th</sup> absent of an extension being made for the entire grant program.

A meeting is scheduled with CalOES, City of Redding and Centerville to further discuss this project, any updates for the time extension, and all available options. An update will be provided at the Board meeting.

### **Financial Impacts**

Below is a summary of amended project costs:

<b>Description</b>	<b>Amount</b>
Revised Project Budget	\$705,900
FEMA Funding	\$529,425
REU Funding	\$125,000
<b>Centerville Funding</b>	<b>\$51,475</b>

**Attachment(s)** – None



## **MEMORANDUM**

Date: January 15, 2026  
To: Board of Directors  
From: Chris Muehlbacher  
Subject: **Old Business 2 – Carr Fire Recovery Project Update**

### **Recommendation**

INFORMATION – No update is available. CalOES has not provided any further update.

### **Discussion**

#### Background:

On November 24, 2025, the final project closeout for the Direct Administrative Costs (DAC – Project Worksheet PW-98) was completed by CalOES. The closeout process began on December 21, 2022, with the District's submittal of the P-4 form which summarized all the projects. Review of this item began in April 2025.

On April 9, 2025, CalOES provided a letter acknowledging that six of the PWs were closed-out (23, 25, 27, 32, 44 and 58) totaling \$328,215 and that the additional PWs remain to be closed out. In June 2025, a Final Inspection Report was provided by CalOES for these projects.

On November 21, 2025, CalOES provided the Federal Final Inspection Report: Application Closeout for the remaining PW-98 (DAC) noting that "upon closeout of PW 98, the District DR 4382 application will be closed in its entirety once all FEMA determinations are received, PW obligations are accounted for, and any subsequent appeal rights are exhausted".

On December 2, 2025, CalOES confirmed that there is nothing more for the District to do at this time unless reached out by a Specialist. They advised that a letter will be sent to confirm this after the Closeout transmits the disaster application to Finance (this is a Cost-share disaster application and is currently pending assignment to a Closeout Specialist). No timeline has been provided as of this writing.

### **Fiscal Impact**

In summary, FEMA awarded a total of seven (7) projects totaling \$347k for the benefit of this District because of Carr Fire impacts. At present, there remains approximately \$156k in reserve which was not used in completing the approved projects and continues to compound interest. It appears that an additional \$16k will become available as part of the close-out process.

**Attachment(s)** – None



## **MEMORANDUM**

**DATE:** January 15, 2026  
**TO:** Board of Directors  
**FROM:** Chris Muehlbacher  
**Subject:** **Old Business 3 – PLC, Radio, and Antenna Replacement Project**

### **Recommendation**

INFORMATION – this item provides a project update.

### **Item Explanation**

#### **Update**

Field work for Change Orders 1 & 2 has been completed. Bat Electric and PACE Engineering will now complete the remaining punch list items. It is anticipated that final acceptance will be presented in February or March.

#### **Background**

The Board approved Change Orders 1 & 2 at the October Board meeting.

Below is a summary of each change order.

#### **Change Order 1 - \$6,426**

This change order is to supply and install two Optix Panels at the Muletown Pump Station and the C Pump Station. The existing panels are approaching the end of their remaining useful lives and are not directly compatible with the new PLCs. These panels are anticipated to be received the week of November 20<sup>th</sup>.

#### **Change Order 2 - \$5,238**

This change order is to install two Hand-Off-Auto (HOA) Mode switches for the two pumps at the C Pump Station as well as install a circulating fan for the control cabinets at the Zone A and Zone B Tanks.

**Attachments** – None



## **MEMORANDUM**

**DATE:** January 15, 2026  
**TO:** Board of Directors  
**FROM:** Chris Muehlbacher  
**Subject:** **Old Business Item 4 – Board of Director’s Annual Reorganization Session for the 2026 Calendar Year**

### **Recommendation**

The following are recommended:

**ACTION:** Selection of Committee Members

### **Item Explanation**

At the December 2025 Board Meeting, Vice President Oliver was appointed President and Director Woodstrom was appointed Vice President. It was requested that any desire to change committees be forwarded to the President-elect for consideration. Any committee changes will be discussed at the meeting.

### **Attachment**

Standing Committee Assignments – 2025





## STANDING COMMITTEE ASSIGNMENTS

Calendar Year 2025

**Committee:**

**Current Committee Members:**

RESOURCE AND PLANNING:

**Larry Whitehead – 19 years**  
**Larry Hopson – 3 years**  
Past: Eric Woodstrom – 1 year  
Walt Richison – 9 years

ORDINANCE:

**Mark Oliver – 4 years**  
**Walt Richison – 10 years**  
Past: Eric Woodstrom – 9 years

PERSONNEL:

**Walt Richison – 19 years**  
**Eric Woodstrom – 3 years**  
Past: Larry Whitehead – 7 years  
Mark Oliver – 1 year

FINANCE:

**Eric Woodstrom – 14 years**  
**Mark Oliver – 5 years**  
Past: Larry Whitehead – 7 years

PUBLIC INFORMATION:

**Larry Hopson – 3 years**  
**Larry Whitehead – 5 years**  
Past: Mark Oliver – 3 years  
Eric Woodstrom 1 year

EDUCATION FOUNDATION (CEF)

Lori Mathiesen – 2 years



**Clear Creek CSD and Centerville CSD  
Ad-Hoc Committees for the Dedicated Capacity contract.**

January 12, 2026 – 5 pm  
Location: Clear Creek CSD

**Purpose:** for board members of each CSD to discuss and exchange information between agencies and then report back to each respective Board.

**Meeting Notes**

**Introduction** – Started at 5:05 pm

In attendance:	Centerville:	Directors Woodstrom & Oliver GM Muehlbacher
	Clear Creek:	Directors Fickes & McVay GM Mancino
	Attorney:	Collin Bogener

**1. Revised Dedicated Contract – overview of the contract and process**

The Ad Hoc Committee met with attorney Collin Bogener to provide a general overview of the new agreement. It is a goal to have a proposed new contract for each Board to review by June 2026.

**2. Update for Revised Administrative Expense**

Staff provided an update for defining the Administrative Expense. It is a goal for staff to present initial recommendations to the Ad Hoc Committee at the February 9<sup>th</sup> meeting.

**3. WTP Land Lease Update**

Staff reported that initial contact has been made with Reclamation, which in turn has requested that Clear Creek send a formal letter stating the intent to extend the lease and to confirm the desired extension date.

The potential of a 30-year plus 20-year auto-renewal was discussed. Additionally, the potential of having a 2-year review and a 5-year review by the permanent Joint Committee was also discussed.



#### 4. Discuss Draft Agreement Content

The following sections are being considered for inclusion in the new contract:

- a. **Muletown Conduit O&M Contractor** – this section would identify Clear Creek CSD as the conduit contractor for the benefit of transparency.
- b. **Dispute Resolution**
- c. **Operational Costs** – this component includes “on-going direct costs for water treatment, transmission and conduit, maintenance and repair of the Plant and the Muletown Conduit facilities to CENTERVILLE’S main turnout point, equal to CENTERVILLE’S percentage use of the total quantity of water treated by the Plant.”
- d. **Annual True-Up Adjustment** – need to include this to formalize the process including the timing expectation, as well as the implications for not completing them in an agreed upon period. Annual audits also need to be identified. A potential 2, or 3-year trigger was discussed.
- e. **Annual Budgeting Process** – it is desired that Centerville be included in the planning process for large purchases such as extraordinary expenses, or the purchase of new equipment (e.g., service truck, generator, etc.) since this expense will eventually be accounted for in the Annual True-Up Adjustment. This needs to account for any resale/salvage value.
- f. **Term of Contract and Renewal** – considering a potential 30-year contract with an automatic 20-year extension.
- g. **Long-Term Planning & Reserve Needs** – need to consider requirements for long-term capital and maintenance planning to “smooth” expense and tie them to water rates. Need to develop an asset-management approach for all assets (including vehicles) to establish an asset inventory. Having a notice provision was discussed.
- h. **Drought Conditions** – need to consider cost sharing during times of water restriction and Clear Creek is using wells.



- i. **Metering** – Centerville needs to identify all the master meter locations (MT Turn-Out as well as three located in the Muletown Zone). Clear Creek needs to identify their meter locations prior to entering their main distribution system (WTP meters, Needs/Horse Camp, Vet Cemetery, 2 flow meters at the North Pump Station, etc). Also, both agencies need to share the annual testing data with each other automatically.
- j. **Reclamation Land Lease** – need to identify this in the new contract.
  - i. Need to notify Reclamation of the requested extension date.
  - ii. Need to inquire with Reclamation to confirm if they are able to provide notices to Centerville.
- k. **Permanent Joint Committee** – establish a joint committee once the Ad Hoc Committee is terminated.

5. **Open Discussion**

- Need to include meeting notes with the Ad Hoc Committee packet

6. **Next Meeting** – Monday, February 9<sup>th</sup> @ 5:00pm – Centerville

## Manager's Report

1/16/2026

### Administration

- 1 Joint Use Agreement Final draft provided to new Battalion Chief Dusty Gyves.  
Being reviewed by County attorney.
- 2 Diggins - Clear Canyon Brandon Lale inquired about the waterline extension
- 3 Asset Management Drafting a PRV maintenance schedule  
Staff is reviewing capital needs  
Completed field inventory of assets  
Completed field inventory of assets
- 4 Westridge Met with Mark Guiton and a partner to discuss potential options.  
They will also be meeting with the City. This project has a high capital expense for putting in all of the sewer up-front as well as for the water services.

### Committee Meetings

<u>R&amp;P Committee</u>	Future Meeting: TBD
<u>Personnel Committee</u>	Future Meeting: Jan/Feb Indoor Heat & Illness Policy Succession Planning Employee Upgrade
<u>Ordinance Committee</u>	Future Meeting: Jan/Feb Document Management Policy
<u>Finance Committee</u>	Future Meeting: Jan/Feb Asset Management Plan Clear Creek CSD invoices
<u>Public Info. Committee</u>	Future Meeting: TBD
<u>Ad Hoc - WTP Contract</u>	Feb 9th

## Operations

### 1. Leaks

	Current	FYTD
<u>Mainline Leaks - Repaired</u>	0	3
<u>Service Leaks - Repaired</u>	0	8
<u>Service Lines - Replaced</u>	0	4
<u>Service Lines - Planned</u>		

### 2 New Meters - Installed

This past month:	0	Fiscal Year TOTAL:	1
sold to:		Annual Projection:	4
		<b>WAC Total</b>	<b>0</b>

### 3. Misc Activities

		To Date	Total
<b>Dead End Flushing/FHs</b>	15	127 of	175
<b>Tank Maintenance Program</b>	C1 Tank is scheduled for Feb 16th or 23rd		
<b>Cross Control Update</b>	Reviewing Customer Service option & Website updates James Leviness is scheduled for Backflow class Feb 2-6th Well Reports Investigation is completed		
<b>Dartmouth FH</b>	fire hydrant repaired		
<b>Vibration &amp; Meter Testing</b>	Scheduled Feb. 10th - will test pump & motor efficiency conduct vibration testing & meter accuracy		
<b>Pump Station Insulation</b>	Getting bids for attic insulation at A, A1 & C PSs		
<b>MT PS Pump 1</b>	waiting for vibration testing; will call Tetrad Solutions for alignment if needed		
<b>Water Quality Testing</b>	Disinfection By-Product testing of HAA5 and TTHMs completed		