



Regular Board Meeting of the Board of Directors
Wednesday, March 19, 2025

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 cannot 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 for 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, residence, and comments. | |
| 3 | Approval of the minutes of:
February 19, 2025 Regular Board Meeting | Action |
| 4 | Authorize Payment of Bills for Current Expenses | Action |
| 5 | Status of the Budget Report | Information |

NEW BUSINESS:

- | | | |
|---|--|--------|
| 1 | Setting a Public Hearing to Consider Adoption of Resolution No. 2024-01 Amending the Plant Capacity Charge | Action |
| 2 | Consider Authorizing PACE Engineering to Update the Water Model | Action |

OLD BUSINESS:

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

CLOSED SESSION

- | | | |
|---|--|--------|
| 1 | Conference with Real Property Negotiations (§ 54956.8)
Property: Supplemental Water
Agency Negotiation: Chris Muehlbacher
Negotiating Parties: David Coxey
Under Negotiation: Sale of water for 2025/2026 Water Year | Action |
|---|--|--------|

GENERAL BUSINESS:

- | | | |
|---|---|-------------|
| 1 | Correspondence | Information |
| 2 | Director's Report | Information |
| 3 | Manager's Report | Information |
| 4 | Committee Reports
Resource & Planning – Mar. 6 th | Information |
| 5 | Announcements | |
| 6 | Adjournment | |

Next Scheduled Board Meeting
April 16, 2025 @ 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 tteuscher@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 Whitehead and Director Richison
Absent: Director Woodstrom and Tina Teuscher
Others Present: 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 the January 15 2025, minutes: Director Whitehead 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. Director Whitehead seconded. Mr. Muehlbacher stated that the payment to Centerville CSD Texas Springs is taxes received. The Peterson payment is for troubleshooting the A Tank standby generator. The Sunrise Excavating is for the Irish Creek Leak repair. The Superior Tank Solutions payment is our quarterly payment for the tank maintenance project. The vote was unanimous. Motion carried.
5. Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenue thru January was \$923,016 versus expenses of \$865,078. He mentioned that consumption remains to trend higher than budget. Pump Zone A is also higher. Pump Zone A1 declined about 8% below budget. Repair and Maintenance expenses are trending higher than what was budgeted. He explained that the replacement lines at the Muletown Turn-out contributed heavily. He explained that line item 52200 is showing as a credit for the month of January due to receiving the insurance check for the stolen items.

The Capital revenue was \$169,926 versus expenses of \$144,036. He mentioned that taxes were received in January in the amount of \$135,516. He also stated that Capital expenses included the tank coating payment as well as the telemetry replacement project.

Reserve Fund Status Sheet: The total reserve is \$1,283,817. Mr. Muehlbacher stated that the LAIF Interest was distributed to each of the reserves this month. The taxes were placed in the Capital Improvement Reserve, and the capital expenses such as the telemetry and tank coating were taken from the Capital Improvement Reserve.

NEW BUSINESS

1. Authorize a Professional Services Agreement with Horton, McNulty & Saeteurn, LLP for Audit Services: Mr. Muehlbacher stated that the Finance Committee concurred with the recommendation to award the contract to Horton, McNulty and Saeteurn.

Director Whitehead asked why they are not recommending the lowest bid. Vice President Oliver stated that in reviewing the bid, it appeared that Horton, McNulty & Saeteurn had more experience. Mr. Muehlbacher stated that their bid also had typos.

Vice President Oliver moved to authorize the agreement with Horton, McNulty & Saeteurn, LLP. Director Whitehead seconded. The vote was unanimous. Motion carried.

- 2 Authorize a New Master Services Agreement for Construction-Related Services from Zeis Construction and Agreement Renewals for Eddie Axner Construction, and SnL Group: Mr. Muehlbacher stated that we currently have two existing contracts that need to be renewed with Eddie Axner and the SnL Group. He stated that we have used both in the past.

Director Hopson asked if our crew could have handled the Irish Creek repair on their own. Mr. Muehlbacher stated that we only had two operators available. The third was in Chico. He stated that the Lead Operator when seeking additional help, makes sure to let them know how many operators he needs, so he can keep the cost down. He also stated that our operators did a lot of the work prior to the additional help arriving.

Director Richison moved to authorize a New Master Services Agreement for Construction-Related Services from Zeis Construction and Agreement Renewals for Eddie Axner Construction, and SnL Group. Vice President Oliver seconded. The vote was unanimous. Motion carried.

- 3 Award Tank A1 Improvements Required for the Tank Coating Program to Zeis Construction: Mr. Muehlbacher stated that with the agreement with Superior Tank the A1 Tank will be taken offline in April. Temporary water supplies will be needed for this zone. This will include building a pad for the five temporary tanks, delivering and installing the tanks, constructing the manifold piping to the tanks and constructing a new fire hydrant. Vice President Oliver asked if this expense was included in the budget. Mr. Muehlbacher stated yes. He also mentioned that when it was planned for, they estimated \$20k, and they are staying within budget.

Director Richison moved to award the Tank A1 improvement contract to Zeis Construction. Director Whitehead seconded. The vote was unanimous. Motion carried.

OLD BUSINESS:

- 1 Muletown Pump Station Generator Project Update: Mr. Muehlbacher stated that he submitted the change in scope of work and budget amendment to CalOES/FEMA for approval. FEMA processing can take up to 90 days. Centerville's amended funding for the project is \$51,475.
- 2 Carr Fire Recovery Project Update: No additional information.
- 3 PLC, Radio and Antenna Replacement Project Update: Mr. Muehlbacher stated that the PLCs will be delivered to PACE this week for programming. The radios are scheduled for delivery late April. Wagner Electric is projecting to be onsite sometime in May or June.

GENERAL BUSINESS:

- 1 Correspondence: None.
- 2 Director's Report: Director Richison gave a report from his trip to the Bureau's Water Conference in Reno. He stated that there was some talk about raising Shasta Dam; however, that could take a long time.
- 3 Manager's Report: Mr. Muehlbacher stated that he is working on putting together an information binder for the Clear Creek Treatment Plant Ad Hoc Committee.

He has looked into outsourcing the monthly billing. Currently it cost the District approximately \$1.74 to send out each invoice. He has contacted one company that can do it for \$1.50. He plans to reach out to three more companies for competitive pricing. He stated that the Finance Committee met and discussed possibly offering a discount to those individuals who use the paperless billing option.

He is trying to schedule a meeting with the Fire Marshal Jeff Powell regarding fire flow requirements for the Fire Flow project.

Field staff repaired a leak in the 4 inch AC pipe along Irish Creek and repaired a leak at the Teas Springs PRV. They also completed the HAA5 and THHM testing in January.

He also mentioned that there was a ClaValve that was not functioning at the intertie with the City of Redding at Record Lane. The City of Redding coordinated the repair of the ClaValve.

- 4 Committee Reports: President Hopson stated that he believes there is a discrepancy between the number that PACE used in the 2015 WMP which was 500 gpm and what Fire Marshal Jeff Powell shows as the requirement since 2005 which is 1,000 gpm. He stated that they are wanting to meet with Fire Marshal Powell to discuss the requirements and see which one is correct.
- 5 Announcements: None
- 6 Adjournment: The meeting adjourned at 7:53 pm.

CENTERVILLE COMMUNITY SERVICES DISTRICT
RESOURCE & PLANNING COMMITTEE MEETING NOTES

Committee Present: Director Whitehead and President Hopson

Absent: None

Others Present: Fire Marshal Jeff Powell, Paul Reuter, Dan Peters, and Chris Muehlbacher

RESOURCE & PLANNING COMMITTEE AGENDA

1 Open Session

No public comment was received.

2 Discussion of the Fire Flow Program Planning

The Committee discussed various elements of the Fire Flow Program. Fire Marshal Powell advised of a County fire hydrant fund policy for parcels which were not within 500-feet of a fire hydrant or met fire flow needing to contribute to a reserve. Unfortunately, collecting a fee and building a reserve has not been practiced. The Fire Marshal also confirmed the fire flow requirements of the District. In summary, properties built to the standard at that time comply. Should an existing parcel further subdivide, the new construction would be held to the current standard. The Committee concurs with the recommendation that the hydraulic model be updated to reflect current conditions and improvements to confirm which fire flow projects remain.

3 Discussion of Adjustment to Capacity Charge

The Committee concurs with the recommendation to adjust to the Capacity Charge.

4 Discussion of APN 204-410-014 Splitting Into Three Separate Parcels

The subject parcel submitted a pre-application to the City of Redding and proposed obtaining water service from the City for Parcel A which is nearest to the District boundary. In review of the policy, the Committee concurs with the recommendation that the District object to the request to de-annex.

5 Closed Session – Water Sale

No reportable action.

6 Adjournment

Centerville Community Services District Profit & Loss Budget Performance

February 2025

Ordinary Income/Expense	Feb 25	Budget	% of Budget	Jul '24 - Feb 25	YTD Budget	% of Budget
Income						
41000 · WATER SALES						
41100 · Base Rate	47,823.25	48,000.00	99.63%	383,282.00	381,000.00	100.6%
41200 · Consumption Rate	18,511.64	28,200.00	65.64%	518,062.23	485,700.00	106.66%
41210 · Late Fees	909.42	400.00	227.36%	12,626.24	7,000.00	180.38%
41300 · Water Sales-Temp Const	105.28	100.00	105.28%	470.57	400.00	117.64%
41400 · Pump Zone A (Base Rate)	1,410.00	1,500.00	94.0%	11,338.75	11,500.00	98.6%
41450 · Pump Zone A (Power Comp)	600.57	700.00	85.8%	17,460.87	15,100.00	115.64%
41500 · Pump Zone A-1 (Base Rate)	403.00	400.00	100.75%	3,301.50	3,200.00	103.17%
41550 · Pump Zone A-1(Power Comp)	253.98	400.00	63.5%	5,572.82	4,400.00	126.66%
Total 41000 · WATER SALES	70,017.14	79,700.00	87.85%	952,114.98	908,300.00	104.82%
41600 · RESERVE FUNDS						
41605 · Consumption Surcharge	681.04	900.00	75.67%	18,309.04	16,900.00	108.34%
41700 · Water Treatment Plant Fee	1,285.14	1,800.00	71.4%	36,206.28	33,800.00	107.12%
41800 · Rate Stabilization Fee	1,909.64	2,700.00	70.73%	54,274.22	50,700.00	107.05%
56250 · Transfer Reserve Funds	-3,875.82	-5,400.00	71.77%	-108,737.74	-101,400.00	107.24%
Total 41600 · RESERVE FUNDS	0.00	0.00	0.0%	51.80	0.00	100.0%
43000 · INTEREST						
43001 · LAIF	0.00	0.00	0.0%	38,974.77	22,500.00	173.22%
43002 · Other Interest	0.00	0.00	0.0%	12.97	0.00	100.0%
Total 43000 · INTEREST	0.00	0.00	0.0%	38,987.74	22,500.00	173.28%
45000 · OTHER OPER. REVENUE						
45300 · Returned Check Chg.	0.00	0.00	0.0%	-45.00	0.00	100.0%
45400 · Misc. Revenue	0.00	0.00	0.0%	142.80	0.00	100.0%
45850 · Backflow Prevention Testing	242.25	250.00	96.9%	2,276.00	2,000.00	113.8%
Total 45000 · OTHER OPER. REVENUE	242.25	250.00	96.9%	2,373.80	2,000.00	118.69%
Total Income	70,259.39	79,950.00	87.88%	993,528.32	932,800.00	106.51%
Gross Profit	70,259.39	79,950.00	87.88%	993,528.32	932,800.00	106.51%

Centerville Community Services District Profit & Loss Budget Performance February 2025

Expense	Feb 25	Budget	% of Budget	Jul '24 - Feb 25	YTD Budget	% of Budget
51000 · WATER COSTS						
51100 · Raw Water Charge	370.16	800.00	46.27%	16,577.88	9,400.00	176.36%
51300 · Oper. & Maint. - Clear Creek	10,785.47	13,000.00	82.97%	91,936.06	102,600.00	89.61%
51305 · Administration - Clear Creek	1,368.71	2,000.00	68.44%	32,622.40	35,100.00	92.94%
51315 · Restoration Fee	373.38	800.00	46.67%	16,565.01	9,400.00	176.22%
51317 · Water Right Fees	0.00	0.00	0.0%	4,348.23	0.00	100.0%
51325 · WINN Act Lawsuit	0.00	250.00	0.0%	184.14	2,000.00	9.21%
Total 51000 · WATER COSTS	12,897.72	16,850.00	76.54%	162,233.72	158,500.00	102.36%
52000 · TRANSMISSION & DISTRIB.						
52100 · General Repair & Maint.	5,796.58	3,000.00	193.22%	54,769.01	28,000.00	195.6%
52130 · Zone A - Repair and Maintenance	0.00	0.00	0.0%	1,688.47	0.00	100.0%
52140 · Zone A1 - Repair and Maintenance	25.50	0.00	100.0%	1,967.91	0.00	100.0%
52200 · Operating Supplies & Expense	802.86	1,700.00	47.23%	15,472.98	14,200.00	108.97%
52300 · Lease Payment - BLM Tank Site	0.00	0.00	0.0%	1,085.00	0.00	100.0%
52400 · Utilities - General Plant	48.18	100.00	48.18%	971.63	1,000.00	97.16%
52425 · Elect., Muletown Pump Station	177.39	300.00	59.13%	1,486.32	2,600.00	57.17%
52450 · Elect., Towerview Pump Station	195.23	200.00	97.62%	2,531.92	1,600.00	158.25%
52500 · Utilities Pump Zone A	1,446.10	1,600.00	90.38%	27,243.78	23,800.00	114.47%
52600 · Utilities Pump Zone A-1	540.32	300.00	180.11%	6,154.38	4,400.00	139.87%
52850 · Backflow Prevention Testing	0.00	0.00	0.0%	3,600.00	3,900.00	92.31%
Total 52000 · TRANSMISSION & DISTRIB.	9,032.16	7,200.00	125.45%	116,971.40	79,500.00	147.13%
53000 · EQUIPMENT						
53100 · Equipment Repairs & Maint.	0.00	700.00	0.0%	3,676.32	5,600.00	65.65%
53200 · Gasoline	529.62	700.00	75.66%	4,333.27	5,700.00	76.02%
Total 53000 · EQUIPMENT	529.62	1,400.00	37.83%	8,009.59	11,300.00	70.88%

Centerville Community Services District Profit & Loss Budget Performance

February 2025

	Feb 25	Budget	% of Budget	Jul '24 - Feb 25	YTD Budget	% of Budget
54000 · ADMINISTRATIVE						
54100 · Liability Insurance - District	0.00	16,000.00	0.0%	37,539.51	31,000.00	121.1%
54150 · Utilities-District Office	1,627.24	900.00	180.8%	7,538.13	7,400.00	101.87%
54200 · Telephone - District Office	676.96	700.00	96.71%	6,859.98	5,600.00	122.5%
54250 · SWRCB Fees	0.00	0.00	0.0%	13,915.58	9,000.00	154.62%
54300 · Travel & Training	39.95	0.00	100.0%	2,051.55	1,300.00	157.81%
54325 · Employee Recognition	0.00	0.00	0.0%	1,492.38	1,500.00	99.49%
54375 · LAFCO	0.00	0.00	0.0%	3,081.47	4,000.00	77.04%
54400 · Miscellaneous	0.00	0.00	0.0%	0.02	0.00	100.0%
54455 · Watershed Sanitary Survey	992.10			992.10		
54500 · Engineering - District Engineer	609.75	700.00	87.11%	7,763.17	5,600.00	138.63%
54550 · Legal-Dist. Attorney	0.00	800.00	0.0%	5,437.10	6,800.00	79.96%
54600 · Accounting-Audit & Consult	0.00	0.00	0.0%	18,895.00	21,000.00	89.98%
54625 · Meals	42.26	50.00	84.52%	462.47	600.00	77.08%
54630 · Construction Meals	0.00	50.00	0.0%	314.28	600.00	52.38%
54650 · Office Supplies	259.14	700.00	37.02%	5,944.09	6,200.00	95.87%
54680 · Merchant Fees	82.30	100.00	82.3%	728.85	800.00	91.11%
54700 · Postage	92.70	800.00	11.59%	6,825.49	6,400.00	106.65%
54750 · Office Equipment (Small)	1,133.45	1,800.00	62.97%	10,194.36	14,800.00	68.88%
54800 · Office Building - R&M	810.46	400.00	202.62%	8,111.24	3,200.00	253.48%
54850 · Directors Compensation	300.00	400.00	75.0%	3,245.59	3,900.00	83.22%
54900 · Subscription & Licenses	6,079.95	2,700.00	225.18%	28,991.85	29,400.00	98.61%
Total 54000 · ADMINISTRATIVE	12,746.26	26,100.00	48.84%	170,384.21	159,100.00	107.09%

Centerville Community Services District Profit & Loss Budget Performance

February 2025

	Feb 25	Budget	% of Budget	Jul '24 - Feb 25	YTD Budget	% of Budget
55000 · WAGES & BENEFITS						
55100 · Salaries	34,104.45	34,500.00	98.85%	283,254.65	293,100.00	96.64%
55110 · Salaries - Standby	450.00	500.00	90.0%	3,650.00	4,000.00	91.25%
55120 · Overtime	1,185.75	500.00	237.15%	7,373.21	4,000.00	184.33%
55200 · Salaries - Part Time Employees	1,337.49	1,600.00	83.59%	12,961.53	13,600.00	95.31%
55300 · Pension - Retirement	2,785.10	3,200.00	87.03%	79,061.89	81,000.00	97.61%
55400 · Insurance - Emp. Health&Dental	10,674.61	10,000.00	106.75%	79,763.43	77,600.00	102.79%
55500 · Workman's Comp. Insurance	0.00	0.00	0.0%	9,975.60	14,500.00	68.8%
55600 · F.I.C.A.	2,268.95	2,300.00	98.65%	18,778.01	18,600.00	100.96%
55700 · Medicare Tax	530.63	500.00	106.13%	4,391.60	4,300.00	102.13%
Total 55000 · WAGES & BENEFITS	53,336.98	53,100.00	100.45%	499,209.92	510,700.00	97.75%
Total Expense	88,542.74	104,650.00	84.61%	956,808.84	919,100.00	104.1%
Net Ordinary Income	-18,283.35	-24,700.00	74.02%	36,719.48	13,700.00	268.03%
Net Income	-18,283.35	-24,700.00	74.02%	36,719.48	13,700.00	268.03%

10:48 AM

03/10/25

Accrual Basis

Centerville Community Services District Capital Profit & Loss Budget Performance February 2025

	Feb 25	Budget	Jul '24 - Feb 25	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
43000 · INTEREST	116.91	120.00	157.42	120.00	120.00
43003 · Shasta Co 422 Interest					
Total 43000 · INTEREST	116.91	120.00	157.42	120.00	120.00
44100 · General Property Tax-422					
44125 · Current Secured Taxes-0&M	0.00	0.00	127,529.11	128,000.00	128,000.00
44127 · Current Unitary Taxes	0.00	0.00	5,326.60	5,400.00	5,400.00
44135 · Supp Taxes Current	0.00	0.00	1,302.53	1,350.00	2,000.00
44140 · Curr Unsecured Taxes	0.00	0.00	11,647.03	10,850.00	10,850.00
44145 · Supp Taxes Prior	0.00	0.00	12.32	40.00	50.00
44150 · Prior Year Unsecured Taxes	0.00	0.00	126.30	100.00	100.00
44155 · Homeowner's Exemption - 422	0.00	0.00	1,237.50	900.00	900.00
Total 44100 · General Property Tax-422	0.00	0.00	147,181.39	146,640.00	147,300.00
46000 · CAPITAL FUNDS					
46100 · Capacity Charge	0.00	0.00	4,612.50	4,614.00	85,756.00
Total 46000 · CAPITAL FUNDS	0.00	0.00	4,612.50	4,614.00	85,756.00
49000 · TAXES & ASSESSMENTS					
49350 · Sp./Asst Texas Springs 2001-1	0.00	10.00	18,090.41	18,110.00	18,140.00
Total 49000 · TAXES & ASSESSMENTS	0.00	10.00	18,090.41	18,110.00	18,140.00
49500 · OTHER CAPITAL REVENUE					
49505 · Other Interest	0.00	0.00	1.65	0.00	0.00
Total 49500 · OTHER CAPITAL REVENUE	0.00	0.00	1.65	0.00	0.00
Total Income	116.91	130.00	170,043.37	169,484.00	251,316.00
Gross Profit	116.91	130.00	170,043.37	169,484.00	251,316.00
Expense					
56000 · GENERAL PLANT IMPROVEMENTS					
56350 · A1 Tank Standby Generator	431.26		431.26		
Total 56000 · GENERAL PLANT IMPROVEMENTS	431.26		431.26		0.00
57000 · DISTRIBUTION SYSTEM IMPROVE.					
57090 · Tank Coating Program	41,167.33	42,000.00	120,215.99	122,000.00	180,000.00
Total 57000 · DISTRIBUTION SYSTEM IMPROVE.	41,167.33	42,000.00	120,215.99	122,000.00	180,000.00
57400 · PRINCIPAL EXPENSE					
57406 · Sp./Asst. Txs Sprg 2001-1 Prin.	0.00	0.00	9,900.00	9,900.00	9,900.00

CENTERVILLE COMMUNITY SERVICES DISTRICT RESERVE FUND STATUS

February 28, 2025

DESCRIPTION	Balance as of 7-1-2023	Balance as of 7-1-2024	Balance as of Last Month	Current Balance	Projected Balance As of 7-1-2025	Goal Range
DESIGNATED RESERVES:						
Operation & Maintenance	\$204,925.15	\$202,305.90	\$362,036.99	\$469,834.46	\$335,000.00	\$546k - \$819k (2)
Water Treatment Plant	\$142,309.81	\$195,972.20	\$238,167.04	\$231,984.12	\$255,000.00	\$170k - \$250k (3)
Carr Fire Funds	\$144,040.80	\$149,460.79	\$154,589.12	\$154,589.12	\$152,000.00	
Pump Sta. Rep. & Rep. (Zones A & A1)	\$17,909.81	\$18,583.72	\$15,505.96	\$15,074.70	\$22,000.00	
Capital Improvement Reserve	\$434,276.16	\$395,481.74	\$362,704.34	\$321,521.05	\$346,000.00	
Subtotal	\$943,461.73	\$961,804.35	\$1,133,003.45	\$1,193,003.45	\$1,110,000.00	
OBLIGATED RESERVES:						
Capacity Charge	\$86,704.43	\$119,370.25	\$128,145.92	\$128,145.92	\$209,000.00	
Subtotal	\$86,704.43	\$119,370.25	\$128,145.92	\$128,145.92	\$209,000.00	
RESTRICTED RESERVES:						
						<u>Maturity Date</u>
1 1995-1 Redemption Fund	\$52,605.70	\$0.00	\$0.00	\$0.00	\$0.00	
2 Texas Springs Assessment	\$43,451.90	\$25,629.19	\$22,668.35	\$40,758.96	\$33,000.00	
Subtotal	\$96,057.60	\$25,629.19	\$22,668.35	\$40,758.96	\$33,000.00	
Total Reserve Balance	\$1,126,223.76	\$1,106,803.79	\$1,283,817.72	\$1,361,908.33	\$1,352,000.00	

- 1 Texas Springs Assessment This Assessment District was formed for the water distribution system within the Texas Springs area, matures in 2041.
- 2 O&M Goal Range Goal Range is projected to achieve the Reserve Policy range within 4 - 8 years using the Rate Stabilization Fee.
- 3 WTP Goal Range Goal Range is projected to achieve the Reserve Policy range within 1.5 - 3 years using the Water Treatment Plant Fee.



MEMORANDUM

DATE: March 11, 2025

TO: Board of Directors

FROM: Chris Muehlbacher

SUBJECT: New Business 1 – Setting a Public Hearing to Consider Adoption of Resolution No. 2024-01 Amending the Plant Capacity Charge

Recommendation

ACTION – Set a Public Hearing for the next Board meeting on April 16th to consider adoption of Resolution No. 2025-01 amending the Plant Capacity Charge.

Discussion

Capacity Charge

The District's Water Master Plan (WMP) sets forth a Capital Improvement Plan (CIP) identifying improvements necessary to ensure the continued availability of physical facilities for the water distribution system which defines the necessary Capacity Charge for new meter sales. This charge will be assessed for each new service connection at the time of meter installation.

As included in the WMP, Table III defines the projected capital improvement schedule necessary to provide the required capacity to accommodate future growth needs. This table estimates the schedule for capacity-related improvement projects as well as the cashflow needed to support it. To prepare for these capital expenses, it is necessary to adjust for inflation. Centerville uses the Engineering News Record Construction Cost Index (ENR CCI) as a basis. The proposed adjustment is as follows:

Existing ¾-inch Capacity Charge:	\$20,864
Proposed ¾-inch Capacity Charge:	\$22,147 (6.1% increase)

Pursuant to Government Code 6062a, the notice will be published twice in a local newspaper at least 10 days prior to the public hearing with each public notice being at least 5 days apart.

Westridge

This project has remained stagnant over the past many years. Recently, it has been confirmed by Brent Bryer of Northwest Homes that he remains optimistic that this project will advance. They have obtained two five-year extensions from the City. This project is comprised of 271 residential lots and a local neighborhood park approximately 13-acres in size but appears to have been scaled back in the phase sizing. Pursuant to the Development Agreement with Centerville, the developer can construct 50 houses before needing to construct 5,500-feet of 12-inch pipeline in Placer from Towerview Circle. This will provide the developer with an ability to construct up

to 205 houses before needing to construct an additional 6,900-feet of 24-inch pipeline in Placer. Both improvements are noted in Table III.

Financial Impact

The District assesses a Capacity Charge for each new meter sold. These funds are collected to ensure that adequate funds are available to construct the improvements for additional capacity as they are needed. It is important to note that the previously mentioned pipeline sizes for Westridge are adequately sized to abandon the existing parallel pipelines. The Capacity Charge will fund an estimated 57% of these construction costs. To construct these pipelines at the projected time periods, the District will need to fund the remaining 43%. In preparation for this, Centerville will need to determine a funding strategy. Options include:

1. Dedicate part of the Consumption Rate to fund a Capital Replacement/Reinvestment reserve.
2. Establish a separate Capital Replacement/Reinvestment Fee/Surcharge to build a reserve.
3. Consider a future loan.
4. Do not upsize the new construction.

Attachment(s)

- Table III
- Resolution 2025-01

TABLE III - SCENARIO 2 - POSTPONING WESTRIDGE DEVELOPMENT FOR EIGHT (8) YEARS
WATER SYSTEM IMPROVEMENT PROGRAM SCHEDULE
PRELIMINARY CASH FLOW PROJECTION
February 3, 2025

Fiscal Year End	Project Costs (June 2018 Dollars)	Percentage Assigned to Growth	Amount Assigned to Growth	Description of General Major Improvements	Year "n"	ENR CCI (February)	ENR CCI Inflation	Inflation Factor After FY24-25 1,030
2015								
2016					1			
2017					2	10,569		
2018	\$41,642	0%	\$0	Soft Costs for Proposed Placer/Silver King Project	3	10,889	3.1%	1,000
2019	\$565,898	0%	\$0	Install 1,417' of 24" replacement main in Placer Road (Winsome Way to Towerview Circle (ID Pt. 15)	4	11,206	2.9%	1,029
2020					5	11,386	1.7%	1,047
2021					6	11,699	2.7%	1,074
2022					7	12,684	8.4%	1,165
2023					8	13,175	3.9%	1,210
2024					9	13,515	2.6%	1,241
2025					10	13,766	1.9%	1,264
2026					11			1,302
2027					12			1,341
2028					13			1,381
2029					14			1,423
2030					15			1,466
2031					16			1,510
2032					17			1,555
2033	\$1,155,000	57%	\$658,350	Install 5,500' of 12" replacement main in Placer Road (3,900' Towerview Circle to Power Line Road) and (1,600' in Richison Ranch Road, north of Placer Road)	18			1,601
2034					19			1,650
2035					20			1,699
2036					21			1,750
2037					22			1,802
2038					23			1,857
2039	\$2,650,000	57%	\$1,510,500	Install 6,723' of 24" replacement water main in Placer road (Montgomery Ranch to Swasey Drive)	24			1,912
2040	\$2,200,000	57%	\$1,254,000	Install 5,500' of 24" replacement main in Placer Road (Vista Knolls to Secluded Valley and Swasey to Plateau Circle)	25			1,970
2041	\$1,400,000	75%	\$1,050,000	Install 4,000' of 20" parallel main in Purple Elm Drive (Placer Road to New Zone B Tank; ID Pt. 15 to 22)	26			2,029
2042	\$2,800,000	75%	\$2,100,000	New 1.5-MG Zone B Tank; ID Pt. 22 (Additional 1.0-MG Tank req'd in future)	27			2,090
2043	\$200,000	50%	\$100,000	Misc. WTP Improvements/Maintenance (Cost shown is 25% of project cost)	28			2,152
2044	\$800,000	100%	\$800,000	New Clear Well Reservoir, Filter No. 7 and WTP Capacity Study (Cost shown is 25% of project cost)	29			2,217
2045					30			2,283
TOTAL:	\$11,852,540		\$7,472,850	(June 2018 Dollars)				

PRELIMINARY CASH FLOW ANALYSIS
(BASED ON INFLATION AT 3% PER YEAR)

1. Construction costs and plant capacity fees are assumed to increase at 3% per year beyond the current year. The current year inflation is based on the Engineering News Record (ENR) Construction Cost Index (CCI).
2. Cash flow for project improvements only. No developer reimbursement for oversizing, etc.
3. Cash flow revenue does not include any allowance for future annexation fees.

Fiscal Year End	Inflated Project Cost	Percentage Assigned to Growth	Amount Assigned to Growth	No. of HE's at End of Fiscal Year	Estimated No. of 3/4" Equivalent Connections	Estimated Westridge Equivalent Connections	Total No. of 3/4" Equivalent Connections	Annual Incremental Fee Increase	*Plant Capacity Fee for 3/4" Service	Estimated Total Capacity Fee Revenue	Capacity Reserves Fund Balance (End of Fiscal Year)	Estimated Annual Fee Increase [%]
2015	\$0		\$0	1337			0	\$0	\$12,055	\$0	\$312,185	
2016	\$0		\$0	1337	7		7	\$1,400	\$13,820	\$97,000	\$312,437	0.0%
2017	\$0		\$0	1344				\$1,400	\$15,125	\$30,249	\$409,437	14.6%
2018	\$41,642	0%	\$0	1346	2		2	\$0	\$15,125	\$105,875	\$398,044	9.4%
2019	\$565,898	0%	\$0	1353	7		7	\$650	\$16,429	\$32,858	\$184,707	0.0%
2020	\$0		\$0	1355	2		2	\$500	\$17,422	\$69,686	(\$40,410)	8.6%
2021	\$0		\$0	1359	4		4	\$0	\$17,422	\$69,686	\$28,324	6.0%
2022	\$0		\$0	1363	3		3	\$505	\$18,450	\$55,349	\$98,012	0.0%
2023	\$0		\$0	1366	0.5		0.5	\$627	\$19,630	\$9,815	\$86,704	5.9%
2024	\$0		\$0	1366.5	1		1	\$638	\$20,864	\$20,864	Updated for Actual	6.4%
2025	\$0		\$0	1371.5	4		4	\$658	\$22,147	\$68,590	Updated for Actual	6.3%
2026	\$0		\$0	1375.5	4		4	\$677	\$23,489	\$93,957	\$215,373	6.2%
2027	\$0		\$0	1379.5	4		4	\$698	\$24,892	\$99,566	\$408,396	6.1%
2028	\$0		\$0	1383.5	4		4	\$719	\$26,357	\$105,427	Updated for Actual	6.0%
2029	\$0		\$0	1387.5	4		4	\$740	\$27,888	\$111,551	\$625,874	5.8%
2030	\$0		\$0	1391.5	4		4	\$762	\$29,487	\$117,946	\$743,820	5.7%
2031	\$0		\$0	1395.5	4		4	\$785	\$31,156	\$124,826	\$868,446	5.7%
2032	\$0		\$0	1395.5	4	24	28	\$809	\$32,900	\$921,195	Updated for Actual	5.6%
2033	\$1,849,693	57%	\$1,054,325	1423.5	4	26	30	\$833	\$34,720	\$1,041,594	\$1,776,910	5.5%
2034	\$0		\$0	1453.5	4	26	30	\$858	\$36,619	\$1,098,582	\$2,875,492	5.5%
2035	\$0		\$0	1483.5	4	26	30	\$884	\$38,602	\$1,158,051	\$4,033,543	5.4%
2036	\$0		\$0	1513.5	4	25	29	\$910	\$40,670	\$1,179,430	\$5,212,973	5.4%
2037	\$0		\$0	1542.5	4	25	29	\$938	\$42,828	\$1,242,002	\$6,454,975	5.3%
2038	\$5,067,419	57%	\$2,888,429	1602.5	4	27	31	\$966	\$45,079	\$1,397,423	Updated for Actual	5.3%
2039	\$0		\$0	1632.5	4	26	30	\$995	\$47,425	\$1,422,755	\$3,916,845	5.2%
2040	\$4,333,121	57%	\$2,469,879	1662.5	4	26	30	\$1,024	\$49,872	\$1,496,172	\$3,282,694	5.2%
2041	\$2,840,164	75%	\$2,130,123	1662.5	4	26	30	\$1,055	\$52,424	\$1,572,714	Updated for Actual	5.1%
2042	\$5,850,738	75%	\$4,388,053	1692.5	4	26	30	\$1,087	\$55,083	\$1,656,751	Updated for Actual	5.1%
2043	\$430,447	50%	\$215,224	1713.5	4	17	21	\$1,119	\$57,855	\$231,421	Updated for Actual	5.0%
2044	\$1,773,442	100%	\$1,773,442	1717.5	4	4	4	\$1,153	\$60,744	\$242,976	Updated for Actual	5.0%
2045	\$0		\$0	1721.5	4	4	4	\$1,153	\$60,744	\$242,976	Updated for Actual	5.0%
TOTAL:	\$22,772,563		\$14,919,474	110.5	274	384.5	384.5	\$15,394,114				

Notes:

- There were 206 active "Will-Serve" letters at completion of the 2015 WMP. Since then, nine have expired, representing 61 lots. Therefore, the "Estimated No. of 3/4" Equivalent Connections" has been reduced to 145.
- Based on anticipated timing of Westridge Development per Developer's phased projections, and as summarized in the October 5, 2017 PACE Technical Memo No. 2, and expected to begin developing in 2033.
- Capacity Fees are adjusted in March prior to the noted Fiscal Year and go into affect at the beginning of the referenced fiscal year. For example, the Capacity Fee for FY ending 2023 is considered in March 2022 and goes into affect July 1, 2022.

RESOLUTION NO. 2025-01

A RESOLUTION OF THE CENTERVILLE COMMUNITY SERVICES DISTRICT AMENDING THE DISTRICT'S FEE SCHEDULE ADOPTED BY RESOLUTION 2024-01

WHEREAS, the Board of Directors of the Centerville Community Services District seeks to amend the District's Fee Schedule for services rendered by the District adopted by Resolution 2024-01 on April 17, 2024; and

WHEREAS, the Capacity Charges are being amended as shown in Exhibit A; and

WHEREAS, the Capacity Charge for a ¾-inch service is adjusted to \$22,147 per meter, replacing the previous amount of \$20,864; and

WHEREAS, the Capacity Charge for a 1-inch service is adjusted to \$ 36,900 per meter, replacing the previous amount of \$34,760; and

WHEREAS, the Capacity Charge for a 1-1/2-inch service is adjusted to \$73,800 per meter, replacing the previous amount of \$69,520; and

WHEREAS, the Board of Directors hereby finds and declares that adoption of this amended fee schedule is exempt from the provisions of the California Environmental Quality Act pursuant to Section 21080(b)(8) of the Public Resources Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Centerville Community Services District that the fees set forth below be, and the same are, hereby established as follows:

Section 1. The fees set forth in the amended fee schedule attached hereto as "Exhibit A" are hereby adopted and become effective on May 1, 2025.

Section 2. The fees set forth in Exhibit A shall supersede any previously established fees to the extent permitted under California law.

Section 3. The Board of Directors hereby declares that should any one or more fees established through this Resolution, or any portion of this Resolution be declared for any reason to be invalid, it is the intent of the Board of Directors that all other fees and portions of this Resolution independent of the elimination here from of any such fee or such portion as may be declared invalid.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Centerville Community Services District, Redding, Shasta County, California, duly held on April 16, 2025 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Larry Hopson, Board President

Tina Teuscher, Board Secretary

EXHIBIT A

CENTERVILLE COMMUNITY SERVICES FEE SCHEDULE

Schedule of Rates, Charges and Fees

WATER SERVICE

A. Base Rate – Monthly	
a. 5/8-inch	\$36.00
b. ¾-inch	\$36.25
c. 1-inch	\$36.50
d. 1-1/2-inch	\$56.50
e. 2-inch	\$97.00
B. Consumption Rate – Monthly	\$1.183
C. Zone A Pump Surcharge – Monthly	
a. Base Rate Surcharge	\$11.75
b. Consumption Rate Surcharge	\$0.312
D. Zone A1 Pump Surcharge – Monthly	
a. Base Rate Surcharge	\$15.50
b. Consumption Rate Surcharge	\$0.557
E. Rate Stabilization Fee - Monthly	\$0.12
F. Water Treatment Plant Fee – Monthly	\$0.08
G. Drought Surcharge – Monthly	\$0.59
a. August-September 2022 (4,000 +)	
b. October-April 2023 (1,300 +)	
c. May-June 2023 (3,300 +)	
H. Water Availability Charge (WAC) – Monthly	\$36.50
I. Backflow Prevention Charge – Monthly	
a. Up to 2-inch devices	\$4.75
b. Greater than 2-inch devices	\$5.75
J. Deposits	
a. Credit	\$200.00
b. Rental	\$100.00
K. Temporary Service - Hydrant Meter	
a. Temporary Service Connection Fee	\$50.00
b. Hydrant Meter (Security Deposit)	\$500.00

L. Reconnection Fee:	\$700.00
M. Miscellaneous Fees	
a. Delinquency Charge	10%
b. Turn-Off Fee	N/C
c. Turn-On Fee	\$50.00
d. Turn-On Fee (Below 200% of Poverty Line)	\$50.00
e. Turn-On Fee Non-Operations Hours	\$150.00
f. Turn-On Fees Non-Op (Below 200% Poverty Line)	\$150.00
g. 24-Hour Shut-Off Notice On-Site Posting	\$15.00
h. Return Check Charge	\$15.00
i. Meter Testing Fee	\$50.00
j. Inspection Fee (per Lineal Foot)	\$0.30
k. Lien Filing Fee	\$19.50
l. Lien Release Fee	\$20.00
N. Fines per Prohibited Acts (Section 3.1400)	
a. First Violation – up to	\$250.00
b. Second Violation – up to	\$500.00
c. Third Violation and Subsequent Violations – up to	\$1,000.00
d. Fire Hydrant Tampering – up to	\$1,000.00
O. Capacity Charge	
a. ¾” Service	\$22,147
b. 1” Service	\$36,900
c. 1-1/2” Service	\$73,800
P. New Water Purchase Fee	\$600.00

DEVELOPMENT-RELATED FEES & CHARGES

A. Water Supply Annexation Fee	\$600.00
B. Annexation Fee	\$7,663.00
C. Will Serve Letter	
a. District Administrative Overhead Filing	\$50.00
b. Development Projects requiring a Development Agreement	\$150.00
i. Includes 3 hours of staff time. In excess will be	\$65.00 /hour
c. Initial Deposit (Engineering and attorney \$500 each)	\$1,000

MISCELLANEOUS

- | | |
|--|-----------------|
| A. Public Records Request Fees | |
| a. Duplication of Hard Copies via Paper | \$0.25 per copy |
| b. Duplication of Hard Copies via Scanning | \$0.25 per scan |
| c. Electronic Media Fee | \$7.00 |
| d. Staff hourly rate for: copying/scanning/faxing and emailing | \$45.00 / hour |



MEMORANDUM

DATE: March 13, 2025
TO: Board of Directors
FROM: Chris Muehlbacher
SUBJECT: New Business 2 – Consider Authorizing PACE Engineering to Update the Water Model

Recommendation

ACTION – The Resource & Planning Committee concurs with the recommendation to authorize PACE Engineering to update the water model for \$5,000.

Discussion

The 2015 Water Master Plan was based upon computer modeling conducted by PACE Engineering which resulted in various recommendations including numerous improvements to address fire flow deficiencies. To date, Centerville has completed the Middletown Park PRV project. More recently, operator staff discovered a segment of 2-inch pipeline in an area believed to be 4-in AC pipe during a main leak repair. In calibrating a hydraulic model, engineers utilize fire flow test results relative to system operations to closely match the field conditions with the theoretical model. Considering the 2-inch bottleneck reduction in Simmons Road and Trail Drive, it is believed likely that it impacted the fire flow results for the fire hydrants beyond the unknown 2-inch reduced section. To better define the current fire flow deficiencies, it is recommended to rerun the water model using the new data of the unrestricted Simmons water main as well as the Middletown Park PRV improvement. The following engineering efforts are recommended:

1. Modelling Effort & Updates to Figure 6 and Table 3	\$3,500
2. Field Fire Flow Test – Trail & Future	<u>\$1,500</u>
TOTAL	\$5,000

Attachment(s) – none



MEMORANDUM

Date: March 11, 2025
To: Board of Directors
From: Chris Muehlbacher
Subject: **Old Business 1 – Muletown Pump Station Generator Project Update**

Recommendation

INFORMATION – This memo provides a project update.

Discussion

The change in scope of work and budget amendment has been finalized by CalOES for submission to FEMA in March. This change to the scope included additional site work, safety bollards and a second, smaller generator. Also included was a budget amendment request. FEMA processing may take upwards to 90 days. Below is a summary of amended project costs:

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

Attachment(s) – None



MEMORANDUM

Date: March 11, 2025
To: Board of Directors
From: Chris Muehlbacher
Subject: **Old Business 2 – Carr Fire Recovery Project Update**

Recommendation

INFORMATION – This is a project update and an agenda place holder. No additional information is currently available.

The remaining \$154.5k continues to be held in the District's LAIF account compounding interest.

Discussion

CalOES has completed its review and has submitted it to FEMA on June 24th for its review as an Application Closeout. No timeframe is available for their processing time. Moving forward we will receive notice once completed. Recently, CalOES provided an update that FEMA is currently addressing priority disasters nearing their completion deadline and will address this in the future.

Fiscal Impact

It is anticipated that the remaining reserve funds will be retained by the District. It has been reaffirmed by the consultant that part of the close-out process is to confirm that the projects were completed, the expenses are valid, and that there were no additional funding sources such as an insurance claim.

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 \$155k in reserve which was not used in completing the approved projects and continues to compound interest.

Attachment(s) – None

CENTURYVILLE



COMMUNITY SERVICES DISTRICT

MEMORANDUM

DATE: March 11, 2025
TO: Board of Directors
FROM: Chris Muehlbacher
Subject: **Old Business 3 – PLC, Radio, and Antenna Replacement Project Update**

Recommendation

INFORMATION – This item provides a project update.

Item Explanation

Wagner provided the PLCs to PACE Engineering the week of February 17th for programming. Approximately half of all materials have been received. The radios are tentatively scheduled for delivery late April. Wagner is projecting to be onsite sometime in May or June.

Attachments – None

Manager's Report

3/14/2025

Administration

- 1 Joint Use Agreement Final draft provided to new Battalion Chief Dusty Gyves. Being reviewed by County attorney.
- 2 CC-CSD WTP Agreement Ad Hoc Meeting on April 10th
GM Paul Kelley provided his 60 day notice.
New GM is being sought.
- 3 Monthly Mailing Options Reviewing potential for outsourcing the monthly bills
- 4 USBR - Water Allocation 100% of contract provided.
- 5 Volunteer Fire Department Volunteer Chief John Lundy will be transitioning out of this position to focus on personal matters.
Moving forward, it is anticipated that this VFD will primarily be a equipment storage location.
- 6 Grant Writer - Fire Flow Spoke with Jim Hadweigh. He has experience with airports and none with water specific to our needs. Hired by Clear Creek CSD. Will keep in touch as efforts continue.

Committee Meetings

- R&P Committee Future Meeting: TBD
Fire Flow Program
- Personnel Committee Future Meeting: April
Indoor Heat & Illness Policy
COLA
- Ordinance Committee Future Meeting: TBD
Cross Connection Control Update
- Finance Committee Future Meeting: TBD
- Public Info. Committee Future Meeting: TBD
- Ad Hoc - WTP Contract April 10th - first meeting.

Operations

1. Leaks

	Current	FYTD
<u>Mainline Leaks - Repaired</u>	0	2
<u>Service Leaks - Repaired</u>	0	2
<u>Service Lines - Replaced</u> Dartmouth	2	14
<u>Service Lines - Planned</u> Melinda (1 line)		

2 New Meters - Installed

This past month:	0	Fiscal Year TOTAL:	0
sold to:		Annual Projection:	4
		WAC Total	0

3. Misc Activities

AV Program	This past month	0	Total Done	42	of	90
Dead End Flushing		7		47	of	100

Tank Maintenance Program A1 Tank site improvements completed. Ready for testing.
A1 planned in April
Annual tank inspections week of March 17th

JPIA Infrared Imaging Coordinating with JPIA for a free IR imaging of all our sites.

Cross Control Update Reviewing options using RCAC. Draft being reviewed by SWRCB.
Reviewing proposal from Russell Roberts for site inspections.

Gas Detector Ordered additional parts for calibration.

Meter Reading One of the two handhelds is failing. Replacement Tablet has been ordered. Will schedule set-up.

JPIA Training Traffic Control Safety at BVWD