

Manager's Report

9/12/2025

Administration

- | | |
|-------------------------------|--|
| 1 <u>Joint Use Agreement</u> | Final draft provided to new Battalion Chief Dusty Gyves.
Being reviewed by County attorney. |
| 2 <u>CC-CSD WTP Agreement</u> | Need to schedule next Ad Hoc meeting |
| 3 <u>Clear Creek CSD</u> | New GM is Dale Mancino started September 8th |
| 4 <u>Will Serve Letter</u> | Issued letter for a SFR at 4650 Nantucket (Lot 5) |

Committee Meetings

R&P Committee

Future Meeting: TBD

Personnel Committee

Future Meeting: Sept/Oct
Indoor Heat & Illness Policy

Ordinance Committee

Future Meeting: TBD

Finance Committee

Future Meeting: TBD

Public Info. Committee

Future Meeting: TBD

Ad Hoc - WTP Contract

April 10th - first meeting.
Next meeting TBD in July (late)

Operations**1. Leaks**

	Current	FYTD
<u>Mainline Leaks - Repaired</u>	1	1
2350 Dartmouth		
<u>Service Leaks - Repaired</u>	0	2
<u>Service Lines - Replaced</u>	2	2
2 on Dartmouth		
<u>Service Lines - Planned</u>		

2 New Meters - Installed

This past month:	1	Fiscal Year TOTAL:	1
sold to:	Nantucket	Annual Projection:	4
		WAC Total	0

3. Misc Activities

Dead End Flushing	52	52 of	100
Tank Maintenance Program	Planning C1 in spring 2026		
JPIA Infrared Imaging	On-hold - Coordinating with JPIA for a free IR imaging of all sites.		
Cross Control Update	Coordinating with County for Well Completion Reports.		
Pump Maintenance	Muletown Pump #1 Bearing Seal Repair CPS VFD To Be Updated		
Dartmouth Leak	Corp Stop/Saddle Failure; Bubbled asphalt and washed out road Installed New Pipe, 2 Saddles, corps, lines, curbs		
Site Maintenance	Brush cleared around B Tank Fence; Gutters cleaned at C Pumps		
Asset Management	Site inspections including roofs, fences, asphalt, etc. PRV Maintenance schedule through Cla-Val website		

CENTURYVILLE



COMMUNITY SERVICES DISTRICT

Regular Board Meeting of the Board of Directors
Wednesday, September 17, 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 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:
August 20, 2025, Regular Board Meeting | Action |
| 4 | Authorize Payment of Bills for Current Expenses | Action |
| 5 | Status of the Budget Report | Information |

NEW BUSINESS

- | | | |
|---|--|--------|
| 1 | Authorization to Purchase a Meter for the Muletown Turnout | 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 |
| 4 | Discussion regarding the activity status of the Volunteer Fire Department Station No. 52 | Discussion |
| 5 | Consider Adoption of Ordinance 2025-01 Establishing Compensation and Reimbursement for Directors – Second Reading | 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
October 15, 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: Vice President Oliver, Director Woodstrom, Director Whitehead and Director Richison
Absent: President Hopson
Others Present: Don Watt, Supervisor Allen Long, Collin Bogener, Tina Teuscher and Chris Muehlbacher

PRELIMINARY BUSINESS:

1. Call to Order: Vice President Oliver called the meeting to order at 7:00 pm.
2. Public Comment Period: Vice President Oliver opened the public comment period. No comments were received. The public comment period was closed.
3. Approval of July 16, 2025, minutes: Director Woodstrom moved to approve the minutes. Director Whitehead seconded. The vote was unanimous. Motion carried.
4. Authorize Payment of Bills for Current Expenses: Director Whitehead moved to pay the bills. Director Woodstrom seconded. Mr. Muehlbacher stated that the payment to the Texas Springs Water Project is pass through taxes. The Clear Creek payment is for the last three months' invoices. The Schneider Electric payment is for the annual SCADA support. The USA North payment is for the annual utility marking membership. The Wagner Electric payments are for lights at the shop and the office building. The vote was unanimous. Motion carried.
5. Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenue thru July was \$181,220 versus expenses of \$151,097. He mentioned that consumption is trending lower than budget. Expenses are consistent with budget.

The Capital revenue was \$15,926 versus expenses of \$9,428. He mentioned that a few taxes were received and there were telemetry expenses.

Reserve Fund Status Sheet: The total reserve is \$ 1,385,578. Mr. Muehlbacher stated the increase was due to interest.

NEW BUSINESS

1. Discussion regarding the activity status of the Volunteer Fire Department Station No. 52: Mr. Muehlbacher thanked both Supervisor Long and Chief Watt for attending. He stated that this is a discussion item regarding Volunteer Fire Station 52. He mentioned that in March the District was informed that Chief Luntey was transitioning out of the Chief position and that the station would mainly be used for storage. Over the past five years the response rate for station 52 has severely declined. The Board would like to discuss the lack of response to calls and declining site activity. They would also like to discuss the potential for an Amador Agreement and improving the response rate.

Operations Chief Don Watt stated that there are 19 volunteer stations and the trend for volunteers is declining. He stated that the new Fire Chief for Station 52 is Don Catruco. They do not want to use Station 52 as a storage facility, it is a working volunteer station, they just need more volunteers than the two or three they have.

He stated that in 2023 there was 7% response, it has gone up a little each year. This year it was 29%. He stated that Shasta County has a 49% response rate. He also mentioned that the age of most volunteers is over 50 and a lot of them cannot pass the physical requirement, so they are losing volunteers.

He stated that they are now paying volunteers for attending trainings and call outs. They get flat rate stipends. They are currently maxed out at how much they can pay them without making them county employees. They also pay mileage.

Director Richison stated that he believes all of the regulations that Cal OSHA has placed on the volunteer fire station has killed the volunteers. The physical eliminates women and anyone over 45.

Director Whitehead stated that we have been trying to find out how much our tax base is for Shasta County Fire so we can calculate if we could enter into an Amador Agreement and house Cal Fire at the station. Chief Watt stated that the District provides \$410,000 a year to Shasta County Fire. To have 2-3 fire fighters 24/7 would cost the District approximately 1.4 million a year.

Supervisor Allen Long stated that he believes finding volunteers in a neighborhood like Centerville is harder because everyone has careers that take up most of their time. He stated that he currently sits on the Shasta Fire Safe Council Board and would be happy to spread the word to them as well. They may have some ideas on how to gain volunteers or spread the word of the need. He is happy to be part of this conversation and would like to remain connected while the District and the Volunteer Fire Company work together to remedy the situation.

Director Woodstrom asked what we could do as a District to encourage people in the District to volunteer. Chief Watt stated that getting the word out helps. The Board discussed options to increase awareness that volunteers are needed and asked for something from Operations Chief Watt to put in the newsletter.

Supervisor Long stated that there is also some FEMA money for brush clearing.

2. Investment Fund Quarterly Report Ending June 30, 2025: Mr. Muehlbacher stated that this is a quarterly report consistent with the requirements of the Investment Policy. He stated that LAIF had a quarterly interest of \$14k this past quarter.
3. Public Hearing to Consider Adoption of Ordinance 2025-01 Establishing Compensation and Reimbursement for Directors: District Attorney Mr. Collin Bogener stated that the Ordinance cleans up the wordage for compensating the Board Members for meetings, travel, training, etc. This will provide that each time a Director attends a meeting they will receive \$100 per day. Ad Hoc meetings will now be compensated. They can be paid a maximum of \$600 a month.

He stated that regarding any conferences or trainings they attend, they will only be reimbursed for mileage and meal per diems. The District will pay for the conference.

He also stated that the reading of the title of the Ordinance needs to be read this evening and then again at next month's meeting. If 10% of the community challenges it, then the Ordinance will not pass.

Vice President Oliver opened the public hearing. No comments were received. The public hearing was closed. Director Woodstrom moved to adopt Ordinance 2025-01 establishing compensation and reimbursement for Directors. Director Richison seconded. Vice President Oliver called for a roll call vote. Director Richison – yes; Director Whitehead – yes; Director Woodstrom – yes and Vice President Oliver – yes. President Hopson was absent. Motion carried.

OLD BUSINESS

- 1 Muletown Pump Station Generator Project Update: Mr. Muehlbacher stated that there is no update.
- 2 Carr Fire Recovery Project Update: Mr. Muehlbacher stated that he has given them everything they have asked for and he has heard nothing in return. No further update is available at this time.
- 3 PLC, Radio and Antenna Replacement Project Update: Mr. Muehlbacher stated that the project is predominately complete. Staff worked long hours with PACE Engineering, Wagner Electric, Bata Electric and Computer Logistics. Some of the sites had to be ran manually once the PLC's were removed. PACE Engineering did make some recommendations based upon their observations. He stated that everything is now back to full automation.

CLOSED SESSION

- 1 Public Employee Performance Evaluation - District Manager: Vice President Oliver stated that the Board went into closed session at 8:32 pm and returned at 8:40 pm. He stated that the Board approved three goals for the District Manager to be considered for earning a bonus.

GENERAL BUSINESS:

- 1 Correspondence: None.
- 2 Director's Report: None.
- 3 Manager's Report: Mr. Muehlbacher stated that the Water Treatment Plant Ad Hoc Committee will be scheduled soon. He mentioned that Clear Creek has a new manager from Southern California that carries D3 & T3 certifications.

He stated that the field operators flushed 37 dead ends this last month. He also stated that there were two backflow devices tested this month and another was installed.
- 4 Committee Reports: None.
- 5 Announcements: The next Board Meeting will be held September 17, 2025.
- 6 Adjournment: The meeting went into closed session at 8:33 pm.

Centerville Community Services District
Profit & Loss Budget Performance

August 2025

Ordinary Income/Expense	Aug 25	Budget	% of Budget	Jul - Aug 25	YTD Budget	% of Budget
Income						
41000 · WATER SALES						
41100 · Base Rate	48,513.25	48,420.00	100.19%	97,099.75	96,840.00	100.27%
41200 · Consumption Rate	100,840.46	111,000.00	90.85%	207,790.82	232,000.00	89.57%
41210 · Late Fees	2,159.91	2,700.00	80.0%	3,987.28	5,600.00	71.2%
41220 · Miscellaneous Charges	0.00			-15.00		
41400 · Pump Zone A (Base Rate)	1,608.75	1,700.00	94.63%	3,217.50	3,300.00	97.5%
41450 · Pump Zone A (Power Comp)	3,593.57	4,400.00	81.67%	7,277.73	8,400.00	86.64%
41500 · Pump Zone A-1 (Base Rate)	455.00	460.00	98.91%	910.00	920.00	98.91%
41550 · Pump Zone A-1(Power Comp)	939.11	1,200.00	78.26%	1,976.82	2,300.00	85.95%
Total 41000 · WATER SALES	158,110.05	169,880.00	93.07%	322,244.90	349,360.00	92.24%
41600 · RESERVE FUNDS						
41605 · Consumption Surcharge	3,550.40	4,000.00	88.76%	7,354.24	8,200.00	89.69%
41700 · Water Treatment Plant Fee	7,068.34	8,000.00	88.35%	14,569.56	16,400.00	88.84%
41800 · Rate Stabilization Fee	10,596.80	12,000.00	88.31%	21,842.68	24,600.00	88.79%
56250 · Transfer Reserve Funds	-21,215.54	-24,000.00	88.4%	-43,766.48	-49,200.00	88.96%
Total 41600 · RESERVE FUNDS	0.00	0.00	0.0%	0.00	0.00	0.0%
42000 · SERVICE INSTALLATION - METERS						
42100 · Connection Charges	0.00	0.00	0.0%	0.00	0.00	0.0%
Total 42000 · SERVICE INSTALLATION - METERS	0.00	0.00	0.0%	0.00	0.00	0.0%
43000 · INTEREST						
43001 · LAIF	0.00	0.00	0.0%	14,332.07	13,000.00	110.25%
43002 · Other Interest	2.13	4.00	53.25%	3.54	8.00	44.25%
Total 43000 · INTEREST	2.13	4.00	53.25%	14,335.61	13,008.00	110.21%
44100 · General Property Tax-422						
44840 · Cent. Admin Fee TSWAD 2001-1	0.00	0.00	0.0%	2,500.00	0.00	100.0%
Total 44100 · General Property Tax-422	0.00	0.00	0.0%	2,500.00	0.00	100.0%

Centerville Community Services District Profit & Loss Budget Performance

August 2025

	Aug 25	Budget	% of Budget	Jul - Aug 25	YTD Budget	% of Budget
45000 · OTHER OPER. REVENUE						
45400 · Misc. Revenue	200.00	40.00	500.0%	201.29	80.00	251.61%
45850 · Backflow Prevention Testing	251.75	300.00	83.92%	503.50	600.00	83.92%
45955 · Will Serve - Admin	50.00			50.00		
Total 45000 · OTHER OPER. REVENUE	501.75	340.00	147.57%	754.79	680.00	111.0%
49706 · Water Sales Bella Vista	40,200.00			60,300.00		
Total Income	198,813.93	170,224.00	116.8%	400,135.30	363,048.00	110.22%
Gross Profit	198,813.93	170,224.00	116.8%	400,135.30	363,048.00	110.22%
Expense						
51000 · WATER COSTS						
51100 · Raw Water Charge	9,258.09	6,300.00	146.95%	9,258.09	13,100.00	70.67%
51300 · Oper. & Maint. - Clear Creek	0.00	12,600.00	0.0%	10,731.19	25,900.00	41.43%
51305 · Administration - Clear Creek	0.00	7,800.00	0.0%	7,158.82	16,300.00	43.92%
51315 · Restoration Fee	9,041.13	6,100.00	148.22%	9,041.13	12,800.00	70.63%
51317 · Water Right Fees	0.00	0.00	0.0%	0.00	0.00	0.0%
51325 · WINN Act Lawsuit	575.57	170.00	338.57%	650.05	340.00	191.19%
Total 51000 · WATER COSTS	18,874.79	32,970.00	57.25%	36,839.28	68,440.00	53.83%
52000 · TRANSMISSION & DISTRIB.						
52100 · General Repair & Maint.	167.52	6,100.00	2.75%	3,620.20	12,200.00	29.67%
52130 · Zone A - Repair and Maintenance	0.00	0.00	0.0%	0.00	0.00	0.0%
52140 · Zone A1 - Repair and Maintenance	0.00	0.00	0.0%	0.00	0.00	0.0%
52200 · Operating Supplies & Expense	2,275.82	2,000.00	113.79%	3,121.98	4,000.00	78.05%
52400 · Utilities - General Plant	236.58	150.00	157.72%	302.12	300.00	100.71%
52425 · Elect., Muletown Pump Station	850.82	300.00	283.61%	1,187.02	600.00	197.84%
52450 · Elect., Towerview Pump Station	338.23	250.00	135.29%	526.08	500.00	105.22%
52500 · Utilities Pump Zone A	5,671.37	6,400.00	88.62%	12,079.72	12,500.00	96.64%
52600 · Utilities Pump Zone A-1	1,011.22	1,100.00	91.93%	2,076.21	2,200.00	94.37%
52850 · Backflow Prevention Testing	0.00	0.00	0.0%	0.00	0.00	0.0%
Total 52000 · TRANSMISSION & DISTRIB.	10,551.56	16,300.00	64.73%	22,913.33	32,300.00	70.94%

Centerville Community Services District
Profit & Loss Budget Performance
August 2025

	Aug 25	Budget	% of Budget	Jul - Aug 25	YTD Budget	% of Budget
53000 · EQUIPMENT						
53100 · Equipment Repairs & Maint.	0.00	700.00	0.0%	0.00	1,400.00	0.0%
53200 · Gasoline	572.07	700.00	81.72%	1,145.51	1,400.00	81.82%
Total 53000 · EQUIPMENT	572.07	1,400.00	40.86%	1,145.51	2,800.00	40.91%
54000 · ADMINISTRATIVE						
54150 · Utilities-District Office	1,083.95	1,000.00	108.4%	2,157.35	2,000.00	107.87%
54200 · Telephone - District Office	765.11	750.00	102.02%	1,263.08	1,500.00	84.21%
54250 · SWRCB Fees	0.00	0.00	0.0%	0.00	0.00	0.0%
54300 · Travel & Training	39.92	500.00	7.98%	279.97	1,000.00	28.0%
54325 · Employee Recognition	11.97	100.00	11.97%	11.97	200.00	5.99%
54375 · LAFCO	0.00	0.00	0.0%	2,554.86	4,000.00	63.87%
54400 · Miscellaneous	40.00	50.00	80.0%	40.00	100.00	40.0%
54500 · Engineering - District Engineer	0.00	900.00	0.0%	0.00	1,800.00	0.0%
54550 · Legal-Dist. Attorney	0.00	900.00	0.0%	2,040.00	1,800.00	113.33%
54600 · Accounting-Audit & Consult	0.00	2,000.00	0.0%	0.00	2,000.00	0.0%
54625 · Meals	69.39	75.00	92.52%	91.02	150.00	60.68%
54650 · Office Supplies	298.64	750.00	39.82%	745.05	1,500.00	49.67%
54680 · Merchant Fees	154.15	100.00	154.15%	232.15	200.00	116.08%
54700 · Postage	1,125.00	900.00	125.0%	1,124.26	1,800.00	62.46%
54750 · Office Equipment (Small)	847.45	1,800.00	47.08%	1,303.43	3,600.00	36.21%
54800 · Office Building - R&M	229.13	750.00	30.55%	778.01	1,500.00	51.87%
54850 · Directors Compensation	200.00	450.00	44.44%	550.00	900.00	61.11%
54900 · Subscription & Licenses	3,708.92	3,300.00	112.39%	5,531.02	6,600.00	83.8%
Total 54000 · ADMINISTRATIVE	8,573.63	14,325.00	59.85%	18,702.17	30,650.00	61.02%

Centerville Community Services District
Profit & Loss Budget Performance

August 2025

	Aug 25	Budget	% of Budget	Jul - Aug 25	YTD Budget	% of Budget
55000 - WAGES & BENEFITS						
55100 - Salaries	34,997.78	35,400.00	98.86%	69,680.77	70,800.00	98.42%
55110 - Salaries - Standby	400.00	500.00	80.0%	825.00	1,000.00	82.5%
55120 - Overtime	3,039.13	700.00	434.16%	3,466.84	1,400.00	247.63%
55150 - Payroll Expenses	40.00	0.00	100.0%	40.00	0.00	100.0%
55200 - Salaries - Part Time Employees	1,916.64	1,800.00	106.48%	2,953.28	3,600.00	82.04%
55300 - Pension - Retirement	2,878.12	3,800.00	75.74%	65,352.56	66,800.00	97.83%
55400 - Insurance - Emp. Health&Dental	9,766.23	10,000.00	97.66%	19,532.46	20,000.00	97.66%
55500 - Workman's Comp. Insurance	0.00	0.00	0.0%	0.00	0.00	0.0%
55600 - F.I.C.A.	2,472.07	2,400.00	103.0%	4,709.69	4,800.00	98.12%
55700 - Medicare Tax	578.15	550.00	105.12%	1,101.46	1,100.00	100.13%
Total 55000 - WAGES & BENEFITS	56,088.12	55,150.00	101.7%	167,662.06	169,500.00	98.92%
Total Expense	94,660.17	120,145.00	78.79%	247,262.35	303,690.00	81.42%
Net Ordinary Income	104,153.76	50,079.00	207.98%	152,872.95	59,358.00	257.54%
Net Income	104,153.76	50,079.00	207.98%	152,872.95	59,358.00	257.54%

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09/12/25

Accrual Basis

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

	Aug 25	Budget	Jul - Aug 25	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
43000 · INTEREST					
43003 · Shasta Co 422 Interest	0.00	0.00	160.33	200.00	400.00
Total 43000 · INTEREST	0.00	0.00	160.33	200.00	400.00
44100 · General Property Tax-422					
44125 · Current Secured Taxes-0&M	18.78	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	6.09	0.00	683.75	800.00	2,000.00
44140 · Curr Unsecured Taxes	11.62	0.00	60.34	100.00	11,800.00
44145 · Supp Taxes Prior	0.00	0.00	6.93	10.00	50.00
44150 · Prior Year Unsecured Taxes	1.54	0.00	46.41	20.00	100.00
44155 · Homeowner's Exemption - 422	0.00	0.00	0.00	0.00	2,100.00
Total 44100 · General Property Tax-422	38.03	0.00	9,846.50	9,430.00	253,550.00
46000 · CAPITAL FUNDS					
46100 · Capacity Charge	0.00	7,400.00	0.00	14,800.00	88,588.00
Total 46000 · CAPITAL FUNDS	0.00	7,400.00	0.00	14,800.00	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	0.37	5.00	0.73	10.00	50.00
49550 · New Water Purchase Fee	0.00	50.00	0.00	100.00	600.00
Total 49500 · OTHER CAPITAL REVENUE	0.37	55.00	0.73	110.00	650.00
Total Income	38.40	7,455.00	15,714.39	30,540.00	377,188.00
Gross Profit	38.40	7,455.00	15,714.39	30,540.00	377,188.00
Expense					
51000 · WATER COSTS					
51255 · Clear Creek SWRCB Contract	0.00	0.00	0.00	0.00	4,400.00
Total 51000 · WATER COSTS	0.00	0.00	0.00	0.00	4,400.00
57000 · DISTRIBUTION SYSTEM IMPROVE.					
57090 · Tank Coating Program	39,495.83	0.00	39,699.08	45,000.00	180,000.00
Total 57000 · DISTRIBUTION SYSTEM IMPROVE.	39,495.83	0.00	39,699.08	45,000.00	180,000.00

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09/12/25

Accrual Basis

Centerville Community Services District

Capital Profit & Loss Budget Performance

August 2025

	Aug 25	Budget	Jul - Aug 25	YTD Budget	Annual Budget
57400 · PRINCIPAL EXPENSE					
57406 · Sp./Asst. Txs Sprg 2001-1 Prin.	0.00	9,000.00	0.00	9,000.00	9,000.00
57407 · Texas Springs WAD 2001-1	9,700.00		9,700.00		
Total 57400 · PRINCIPAL EXPENSE	9,700.00	9,000.00	9,700.00	9,000.00	9,000.00
57500 · INTEREST EXPENSE					
57506 · Sp./Asst. Txs Sprg 2001-1 Int.	5,368.50	5,400.00	5,368.50	5,400.00	9,800.00
Total 57500 · INTEREST EXPENSE	5,368.50	5,400.00	5,368.50	5,400.00	9,800.00
57800 · BOND ADMIN. FEE					
57806 · NBS Admin. Fee TSWAD 2002-1	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	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	43,977.19	45,000.00	60,490.94	61,000.00	156,000.00
Total 58000 · OTHER CAPITAL EXPENSES	43,977.19	45,000.00	53,202.40	61,000.00	208,000.00
Total Expense	98,541.52	59,400.00	107,969.98	120,400.00	418,700.00
Net Ordinary Income	-98,503.12	-51,945.00	-92,255.59	-89,860.00	-41,512.00
Net Income	-98,503.12	-51,945.00	-92,255.59	-89,860.00	-41,512.00

CENTERVILLE COMMUNITY SERVICES DISTRICT RESERVE FUND STATUS

August 31, 2025

DESCRIPTION	Balance as of 7-1-2025	Balance as of Last Month	Current Balance	Projected Balance As of 7-1-2026	Goal Range
DESIGNATED RESERVES:					
Operation & Maintenance	\$406,359.97	\$363,441.39	\$463,441.39	\$486,000.00	\$614k - \$920k (2)
Water Treatment Plant	\$249,846.89	\$260,040.06	\$260,040.06	\$303,000.00	\$250k - \$500k (3)
Carr Fire Funds	\$156,297.70	\$157,981.71	\$157,981.71	\$158,000.00	
Pump Sta. Rep. & Maint. (Zones A & A1)	\$16,024.24	\$16,196.89	\$16,196.89	\$22,000.00	
Capital Improvement Reserve	\$372,107.57	\$415,912.44	\$415,912.44	\$350,000.00	
Subtotal	\$1,200,636.37	\$1,213,572.49	\$1,313,572.49	\$1,319,000.00	
OBLIGATED RESERVES:					
Capacity Charge	\$119,370.25	\$130,958.19	\$130,958.19	\$209,000.00	
Subtotal	\$119,370.25	\$130,958.19	\$130,958.19	\$209,000.00	
RESTRICTED RESERVES;					
					Maturity Date
Texas Springs Assessment	\$44,793.92	\$41,048.15	\$46,755.35	\$33,000.00	
Subtotal	\$44,793.92	\$41,048.15	\$46,755.35	\$33,000.00	
Total Reserve Balance	\$1,364,800.54	\$1,385,578.83	\$1,491,286.03	\$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: September 12, 2025
To: Board of Directors
From: Chris Muehlbacher
Subject: **New Business 1 – Authorization to Purchase a Meter for the Muletown Turnout**

Recommendation

ACTION – It is recommended that the Board authorize the purchase of a replacement 10-inch meter at the Muletown Turnout.

Discussion

It is recommended that the 10-inch water meter serving the Turnout be replaced. Below is a summary of the expense:

UM510-1SR050A1 – 10-inch UltraMag Meter

- AC ProComm Converter w/Remote Mount w/50-foot cable
- Single 4-20 mA Analog & dual digital outputs
- 3-4 weeks lead time
- Total material cost \$6,628

During the recent PLC, Radio and Antenna project, it was discovered that the Muletown Turnout 10-inch meter had faulted and was beginning to fail. Due to the meter age, McCrometer had recommended that the complete meter be replaced. One of the components that failed was the digital output which is needed for the PLC replacement project so that accurate readings are provided to the SCADA system. During the brief shutdown needed for the PLC replacement, the system also reset itself without any direct instruction.

Fiscal Impacts

This project would be funded using the O&M Reserve. The total project is estimated as:

10-inch UltraMag Meter	\$ 7,500
Contractor Installation	\$ 2,000
Electrician Connection	\$ 500
Sub-Total	\$10,000
Contingency	\$ 1,000
Total	\$11,000

Attachment(s) – None

CENTERVILLE



COMMUNITY SERVICES DISTRICT

MEMORANDUM

Date: September 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 and submitted to FEMA for consideration. No further update is available.

The District also requested an 18-month time extension. The extension was approved until January 9, 2026.

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: September 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. Currently, no further update is available.

The remaining \$158k continues to be held in the District's LAIF account compounding interest.

Discussion

At present, FEMA is finalizing the close-out process. Of the seven projects total, FEMA has reconciled and closed out five of them. The remaining two projects needing to be reconciled and closed include Direct Administrative Charges (DAC) and Miscellaneous projects. The DAC will pay an additional \$16k for the District's administrative costs. Once staff completes the DAC details for FEMA, it is anticipated that the remaining close out process will be completed within the near 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 \$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: September 12, 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 Electric, Bat Electric (sub-contractor to Wagner), PACE Engineers and District staff completed the field installation during the week of August 11th. To date, there remains a punch list which needs to be completed before the District would consider officially accepting this project. These items include efforts from both Wagner Electric and PACE Engineering. Currently, we are exploring the potential of replacing the control screen at the Zone C Pump Station prior to finalizing the project since it would update an aging asset and improve function. The estimated material cost is approximately \$2,600.

During the field efforts, PACE Engineering also observed the following items which District staff is reviewing prior to presenting them to the Resource & Planning Committee for further consideration:

- Zone A Pump Station – during testing it was observed that the internal temperature exceeded 125°F which can be damaging to the newly installed electronic equipment. It is recommended that air flow be improved and consider adding temperature control (mini-split or swamp cooler).
- Zone C Pump Station – replace the existing “auto” switches to match other Hand-Off-Auto (HOA) switches used at other sites to improve functionality. Currently, the site does not have local control and requires programming.
- Zone C Pump Station – replace the VFDs. Having been installed in 2012, they are approaching their useful lives. Over the past couple of years, these units have been glitching and required re-programming. During the recent PLC testing it appeared that the settings were again reset to the previous setting, and the process to fix them had to be repeated. Additionally, these VFDs lack some capabilities that modern VFDs have (such as an auto input, speed reference, and keypad interface). The lack of an auto input to the VFD means that it needs to be given a speed command from the PLC regardless of the pump being in hand or auto, meaning that if the PLC goes down, operating the pumps locally would be more difficult compared to modern VFDs.

The lack of speed reference also means that SCADA cannot tell how fast the pumps are running, and important information that could determine certain faults is lost. Lastly, the lack of a modern interface makes configuring and operating the VFDs locally very difficult, even with a user manual

Attachments – None



MEMORANDUM

DATE: September 12, 2025

TO: Board of Directors

FROM: Chris Muehlbacher

SUBJECT: **Old Business 4 – Discussion regarding the activity status of the Volunteer Fire Department Station 52**

Recommendation

DISCUSSION – The goal of this item is to discuss this subject in general terms related to its activity.

Overview

The intent of this agenda item is to report on the annual taxes received by CSA #1 as requested by the Board.

Background

The District submitted a public records request to the County regarding the tax revenue collected by CSA #1 (Shasta County Fire) from parcels located within the Centerville CSD boundaries. In response, the Office of the Auditor-Controller provided a list of Tax Rate Area's (TRA), A Secured Tax Extension report, and Tax Increments report. In summary, the County indicated that \$410,274.88 was collected within Centerville's boundaries for the 2024-25 tax year for the benefit of CSA #1.

As presented at the August Board meeting, CalFire representative Don Watt had indicated that the property taxes collected within Centerville's boundaries account for approximately 16% of their budget. He had also indicated that approximate \$1.5-million is necessary to fund an Amador station. During that meeting, he also reported that Station 52 now has a new volunteer chief (John Catruco). He also provided information regarding their rebranding of the volunteer to that of a paid volunteer. Regarding public outreach, the District has offered to include information within the monthly newsletter on behalf of the volunteer station. To date, District staff has not received a response from Battalion Chief Dusty Gyves nor have they provided any further information from their public information officer that would be included in the monthly newsletter.

Attachment(s) – None

MEMORANDUM

DATE: September 12, 2025
TO: Board of Directors
FROM: Chris Muehlbacher
SUBJECT: Old Business 5 – Consider Adoption of Ordinance 2025-01 Establishing Compensation and Reimbursement for Directors

Recommendation

ACTION – Majority Vote (Roll-Call)

1. Introduce, waive reading, and consider adoption of Ordinance 2025-01 establishing compensation and reimbursement for Directors of the Centerville Community Services District.
2. Majority Vote (Roll-Call).
3. District Secretary to read by Title Only.

Item Explanation

California Water Code Sections 20201 and 20202 permits water districts, as defined in Section 20200, which includes Centerville Community Services District ("CCSD"), to provide compensation of members of the Board of Directors. The compensation adjustment authorized pursuant to Section 20202 is limited to \$100 per day and five percent (5%) for each calendar year following the operative date of the last adjustment. Per the statute, the \$100 compensation is per day, meaning the director will receive no more than \$100 for that day, even if they attend more than one meeting or event.

Presently, the CCSD has no ordinance or policy in place to provide Directors with compensation for their services. Staff have prepared an ordinance to provide compensation and reimbursement consistent with California law.

Pursuant to the ordinance, Directors will receive \$100 compensation for attendance at any meeting of the District, conducted pursuant to the Ralph M. Brown Act, as well as for any committee meetings of the District. Additionally, the Directors will receive compensation for which they have been appointed, including JPA Boards, non-profit boards, or multi-agency boards. One example would be the recently created ad hoc committee created to meet with officials from the Clear Creek Community Services District.

Procedurally, the Board has voted in favor of this at the August meeting. If a majority votes to approve the ordinance at the September meeting, it will go into effect 30-days thereafter. As required by state law, this was already published in the newspaper.

Attachment

- Ordinance 2025-01

ORDINANCE NO. 2025-01

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CENTERVILLE COMMUNITY SERVICES DISTRICT ESTABLISHING COMPENSATION AND REIMBURSEMENT OF EXPENSES FOR DIRECTORS

WHEREAS, Centerville Community Services District ("District") may compensate its officials pursuant to the Community Services District Law, Government Code Section 61047 and Water Code Section 20200 et seq.; and

WHEREAS, Water Code Section 20201 authorizes the Board of Directors ("Board") of the District to provide compensation to its members in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the Board, or for each day's service rendered as a member of the Board; and

WHEREAS, Water Code Section 20202 further provides that the amount of compensation to be received by members of the Board may be increased by an amount equal to 5% for each calendar year following the operative date of the last adjustment of the compensation; and

WHEREAS, Government Code section 61047 permits the District to compensate the Directors for no more than six (6) days of service in a month; and

WHEREAS, Water Code Section 20201 further provides that such compensation and/or increases thereof shall be enacted by the Board only by ordinance adopted following a public hearing; and

WHEREAS, Government Code Section 61047 and Water Code Section 20201.5 also provide that members of the Board may receive their actual and necessary travel and incidental expenses incurred while on official business and that reimbursement for these expenses is subject to Government Code Sections 53232.2 and 53232.3; and

WHEREAS, Board Member compensation is presently governed by Section 9.0300 of the District Policies, with Board Member reimbursement governed by Section 9.0900 of the District Policies, and the Board would like to amend that policy through enactment of an ordinance; and

WHEREAS, in accordance with Water Code Section 20203 and Government Code Section 6066, a public hearing was held on August 20, 2025, at 7:00 p.m., and a notice of said hearing was duly published in the newspaper once a week for two weeks prior to the hearing.

NOW, THEREFORE, the Board of Directors of the Centerville Community Services District does hereby ORDAIN as follows:

SECTION 1. Section 9.0300 of the Centerville Community Services District Policy Manual is hereby repealed and replaced with the Ordinance "REMURATION AND REIMBURSEMENT" as set forth below:

9.0300. REMURATION AND REIMBURSEMENT.

1. Purpose. This section is enacted for the purpose of establishing compensation for members of the Centerville Community Services District ("District") Board of Directors ("Board") for service rendered in their official capacity as a Director of the District.

2. Compensation. The daily compensation for all members of the Board of the District shall be one hundred dollars (\$100.00) per day for each day's attendance at meetings, or for each day's service rendered as a member of the Board.

Beginning in the year 2026, and annually thereafter, the daily compensation shall adjust by the percentage change in the Consumer Price Index (Pacific Cities and U.S. City Average West – B/C** Less than

1,500,000 population) February to February Data, and applied to the first pay date in July, up to five percent (5%), and rounded to the nearest whole dollar, unless a majority of the Board declines to accept the indexed change.

3. Official Service. The following activities shall be considered service rendered in an official capacity that is eligible for compensation under this Ordinance:

a) Attendance by any Director at a regular, special or emergency meeting of the District, conducted pursuant to the Ralph M. Brown Act;

b) Attendance by any Director at a committee meeting or hearing of the District;

c) Attendance at District-related activities if the Director is designated or appointed by the Board as the District's primary representative of the Centerville Community Services District for that activity, which shall be deemed to be approved in advance by Board action through designation or appointment. This pertains to joint powers authorities, non-profit boards, or multi-agency committees which permits the District to appoint a Director;

d) All other activities must be approved by the Board and compensation specifically authorized to be considered service rendered in an official capacity that is eligible for compensation under this Ordinance.

4.. Written Reports for Days of Service as required pursuant to Government Code Section 61047(e)(2)-(5), a Director must timely submit a written report at the Board of Directors' meeting following a day of service or activity for which compensation under this Ordinance is sought.

5. Number of Days. The number of days for which the Board members may receive compensation shall not exceed six (6) days per calendar month, combined between attendance at meetings of the Board, committee meetings, or other service in their official capacity.

SECTION 2. Section 9.0900 of the Centerville Community Services District Policy Manual is hereby repealed and replaced with the Ordinance "TRAINING, EDUCATION AND CONFERENCES" as set forth below:

9.0900 **TRAINING, EDUCATION AND CONFERENCES**

1. It is the policy of the Centerville Community Services District to encourage Board development and excellence of performance by reimbursing expenses for tuition, travel, lodging and meals as a result of training, educational courses, participation, with professional organizations and attendance at local, state and national conferences associated with the interests of the District.

2. District staff shall be responsible for making arrangements of per diem, travel, lodging and registration for Directors attending any events set forth in this section.

3. Expenses Allowed for Reimbursement. Expenditures of Directors for travel shall be allowed in general accordance with the following criteria, if satisfactory evidence is provided:

a) Registration Fees: A registration or similar fee charged by the organizers of any conference, convention, or meeting.

b) Lodging: Amounts equivalent to the cost of a standard single occupancy room at the facility at which the conference or meeting is held, or comparable nearby lodging. In instances where conference hotels are filled, the Director should attempt to secure comparable rates at a nearby hotel. Directors must make reasonable and prudent determinations regarding pre- and post-lodging arrangements for each approved event. Directors must take into consideration the event program schedule, location and travel mode, and other activities related to the Director's duties or purpose at the event.

c) Transportation:

i. Air Travel: Amounts equivalent to the cost of coach class round-trip airfare from Redding, Oakland, San Jose, Sacramento, or San Francisco to an airport reasonably near the destination.

ii. Rental Cars: The cost of a midsize rental car to and from, or at the destination. In the event a rental car must be utilized, the collision waiver must be added to the rental contract to cover any damage that may occur to the rental car.

iii. Mileage: Travel to and from the destination using a private automobile at the then applicable IRS mileage rate. When more than one District official travels in the same private automobile, allowance will be made to only the owner or lessor of the vehicle used.

iv. Tolls and Parking: Tolls, parking, and other similar charges. Parking shall be at "non-valet" and "long-term" rates whenever available.

d) Meals: Actual and reasonable costs of meals while traveling, up to the U.S. General Services Administration (GSA) per diem rate. These GSA rates are considered on a fiscal year basis, and thus the Board will consider the updated rates when setting the yearly budget. Directors shall exercise discretion in the selection of restaurants and when incurring costs for meals. No costs for any alcoholic beverages shall be eligible for reimbursement. The maximum daily reimbursement shall also be reduced by the amount associated with the meals that a Director would normally have taken on their personal behalf before departure or after their return.

e) Incidental Expenses: Reasonable incidental expenditures related to travel or the conduct of District business in amounts less than \$10 per item without receipt. These include items such as parking at meters, baggage handling, phone charges, tips for services received, and other similar expenses. If a receipt is lost, the Director shall note this fact on their Director Expense Sheet along with a brief explanation and estimate of the expense. In such cases, copies of credit card statements and/or checking account charges that show the date and amount of the charge, and the payee are acceptable substitutes. The General Manager, or designee, shall apply reasonable discretion, as supported by the evidence of the situation, and determine the actual amount to be reimbursed.

4. Expenses Not Allowed for Reimbursement.

a) Direct or incremental expenses of family members or guests traveling with a Director, such as the added cost of upgrading a room or rental car to accommodate a non-District traveling companion.

b) Expenses unrelated to approved travel or event attendance. Allowable expenses as specified herein are reimbursable only for the time while the approved official activity is occurring, with reasonable allowance for the need to arrive in advance of or depart after a conference or business meeting.

c) Expenses occurred in connection with partisan or nonpartisan political activities or events.

d) Expenses not submitted for reimbursement with forty-five (45) calendar days of being incurred.

e) Where a required written report has not been timely submitted as required by this Ordinance.

5. Upon returning from any conference or training as set forth in this section in which the Director is reimbursed, Directors will either prepared a written report for distribution to the Board and members of the public, or make a verbal report during the next regular meeting of the Board as required under AB 1234. Said report shall detailed what was learned at the session(s) that will be of benefit to the District. Materials from the session may be delivered to the District office to be included in the District library for future use of other Directors and staff.

SECTION 3. PUBLICATION. This Ordinance shall be published as required pursuant to Government Code section 36933, either by summary or full ordinance.

SECTION 4. EFFECTIVE DATE. Pursuant to Water Code Section 20204, this Ordinance shall become effective sixty (60) calendar days from the date of its approval, which shall be October 19, 2025.

SECTION 5. PETITION TO PROTEST. As required by Water Code Section 20204, if a written petition protesting the adoption of this Ordinance is presented to the Board by November 17, 2025 this Ordinance shall be suspended, and the Board shall reconsider this Ordinance.

SECTION 6. REPEAL AND AMENDMENT

This Ordinance supersedes all prior ordinances, resolutions, and policies on Director compensation. This Ordinance may be repealed or amended at any time in the future by a majority vote of the Board of Directors consistent with applicable law.

SECTION 7. SEVERABILITY If any section, subsection, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Ordinance. This Board declares that it would have adopted this Ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

SECTION 8. IMPLEMENTATION The District Manager is hereby authorized to develop such forms and procedures as may be necessary to implement this Ordinance.

PASSED AND ADOPTED by the Board of Directors of the Centerville Community Services District on the 17th day of September, 2025, by the following vote:

AYES: Directors Hopson, Whitehead, Woodstrom and Oliver

NOES: None

ABSTAIN: None

ABSENT: Director Richison

Larry Hopson, President
Centerville Community Services District
Board of Directors

ATTEST:

Tina Teuscher
Secretary to the Board