

April 27, 2020
As Amended
CM 6/12/2020

CENTERVILLE COMMUNITY SERVICES DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING

Directors Present: President Richison, Vice President Woodstrom, Director Oliver,
Director Whitehead and Director Willis
Absent: None
Others Present: Paul Reuter, Chris Muehlbacher and Tina Teuscher

PRELIMINARY BUSINESS:

- I Call to Order: President Richison called the meeting to order at 7:00 pm.
- II Public Comment Period – Open Time: President Richison opened the public comment period. No comments were received. The public comment period was closed.

NEW BUSINESS:

- I Review and Approval of COLA Adjustment for Fiscal Year 2020-21: Mr. Muehlbacher stated that this item went before the Finance Committee and the Personnel Committee for review. It is the Personnel Committee's recommendation that the Board approve a COLA of 2.533% to be effective July 1, 2020 to all exempt and non-exempt employees.

President Richison called for a roll call vote: Director Whitehead – yes; Director Willis – yes; Director Oliver – yes; Vice President Woodstrom – yes; and President Richison – yes. Motion carried.

- II Review and Approval of Resolution 2020-04 Adopting the Operation & Maintenance Budget for Fiscal Year 2020-21: Vice President Woodstrom stated that the Finance Committee met several times to discuss the O&M Budget and planning strategies to fund the District's reserves to cover upcoming costs associated with the Water Treatment Plant and Distribution facilities. He stated that the Finance Committee is recommending that the Board adopt the balanced budget of \$1,352,150 for FY 2020-21 as presented by management.

Mr. Muehlbacher explained that salaries increased due to the D3 Lead Worker position being filled, and most all employees have families that are on the insurance as opposed to just one employee, as was the case with previous employees.

Vice President Woodstrom stated that the budget includes a significant consumption rate increase that includes two new fees. The first is related to the Water Treatment Plant and the second is a Rate Stabilization Fee to fund the reserves. The Water Treatment Plant is proposed at \$0.08 cents per 100 cubic-feet. This proposed fee is based on Water Treatment Plant improvements submitted by Clear Creek CSD and recommended by our District Manager.

The Rate Stabilization Fee is proposed at \$0.11 cents per 100 cubic-feet. This fee will be used to fund the O&M reserves until it is adequate and compliant with the Reserve Policy.

Vice President Woodstrom moved to approve the budget as presented. Director Oliver seconded. President Richison called for a roll call vote: Director Whitehead – yes; Director Willis – yes; Director Oliver – yes; Vice President Woodstrom – yes; and President Richison – yes. Motion carried.

- III Discussion of Ordinance 2020-04, Amending Ordinance 96-1 Section 7, Water Rates, (a) Residential, (b) Commercial, Industrial & Institutional, (c) Grant School: Mr. Muehlbacher stated that the Finance Committee supports Management's recommendation of a \$1.50 increase to each of the Base Rates and an increase of \$0.042 to the Consumption Rate.

Vice President Woodstrom moved to set the Public Hearing for June 24th at 7 pm at the District Office. Director Oliver seconded. President Richison called for a roll call vote: Director Whitehead – yes; Director Willis – yes; Director Oliver – yes; Vice President Woodstrom – yes; and President Richison – yes. Motion carried.

- IV Discussion of Ordinance 2020-05, Amending Ordinance 96-1, Section 6, (p) Water Availability Charge (WAC): Mr. Muehlbacher stated that the Water Availability Charge is proposed to increase by \$1.50 to stay consistent with the Base Rate. Vice President Woodstrom moved to set the Public Hearing for June 24th at 7 pm at the District Office. Director Oliver seconded. President Richison called for a roll call vote: Director Whitehead – yes; Director Willis – yes; Director Oliver – yes; Vice President Woodstrom – yes; and President Richison – yes. Motion carried.

- V Discussion of Ordinance 2020-06, Amending Ordinance 96-1, Section 6, (I) Pump Surcharge Fee: Mr. Muehlbacher stated that the Zone A Pump Surcharge Fee was proposed to increase by \$ 0.50 and the Zone A Consumption Fee was proposed to increase by \$ 0.01. These increases are necessary to cover the annual maintenance and electricity charges through the year, as well as fund the reserve.

Vice President Woodstrom moved to set the Public Hearing for June 24th at 7 pm at the District Office. Director Oliver seconded. President Richison called for a roll call vote: Director Whitehead – yes; Director Willis – yes; Director Oliver – yes; Vice President Woodstrom – yes; and President Richison – yes. Motion carried.

- VI Discussion of Ordinance 2020-07, Amending Ordinance 96-1, Section 6, Miscellaneous Fees, (b) Turn-on Fee: Mr. Muehlbacher stated that the District's current Turn-on Fee is \$40.00 and we do not have an After-Hours Fee. The Finance Committee supports Management's recommendation to increase the current fee to \$50.00 and create an After-Hours Fee of \$150.00. Director Whitehead suggested that the After-Hour Fee be reduced to \$100.00. The Board agreed.

Vice President Woodstrom moved to set the Public Hearing for June 24th at 7 pm at the District Office. Director Oliver seconded. President Richison called for a roll call vote: Director Whitehead – yes; Director Willis – yes; Director Oliver – yes; Vice President Woodstrom – yes; and President Richison – yes. Motion carried.

- VII Review and Adoption of Ordinance 2020-03, Amending Ordinance 96-1 Section 2, Plant Capacity Fee: Mr. Muehlbacher stated that the Resource and Planning Committee recommends increasing the Capacity Fees to stay consistent with our Water Master Plan.

Vice President Woodstrom moved to set the Public Hearing for June 24th at 7 pm at the District Office. Director Oliver seconded. President Richison called for a roll call vote: Director Whitehead – yes; Director Willis – yes; Director Oliver – yes; Vice President Woodstrom – yes; and President Richison – yes. Motion carried.

- VIII Award District EOC Back-up Generator Project: Mr. Muehlbacher stated that three bids were received. The low bidder is Campora Propane at \$10,912.99. He mentioned that the permit is not included in the cost and that is an additional \$500.00. He stated that with the \$10,000 grant from ACWA JPIA, the District's cost will be approximately \$1,500.00. This will cover all costs associated with the generator installation. He is recommending that the Board award the project to Campora Propane.

Vice President Woodstrom moved to approve up to \$11,500.00 using the ACWA JPIA of \$10,000 for the project and award the project to Campora Propane. Director Whitehead seconded. President Richison called for a roll call vote: Director Whitehead – yes; Director Willis – yes; Director Oliver – yes; Vice President Woodstrom – yes; and President Richison – yes. Motion carried.

- IX Adjournment: President Richison stated that the next Board Meeting will be held on May 20th at 7 pm. The meeting adjourned at 8:42 pm.