

CENTERVILLE COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Oliver, Vice President Whitehead, Director Richison, Director Hopson and Director Woodstrom

Absent: None

Others Present: Roger Ankeny, Paul Reuter, Tina Teuscher and Chris Muehlbacher

PRELIMINARY BUSINESS:

- I Call to Order: President Oliver called the meeting to order at 7:00 pm.
- II Public Comment Period: President Oliver opened the public comment period. No comments were received. The public comment period was closed.
- III Authorize Payment of Bills for Current Expenses: Director Richison moved to pay the bills. Director Woodstrom seconded. Mr. Muehlbacher stated that the payment to Butler Engineering is the progress payment. The Downey Brand payment is for the WIIN Act lawsuit. The Griswald Industry payment is for work on the Cla Val. The McNulty and Saturn is for this year's audit. The Peterson payment is for annual maintenance on the backhoe. The PETS is for the pump motor and production meter efficiency testing and accuracy. The Superior Tank Solutions payment is the quarterly payment for the tank coating program.

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

- IV Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenues were \$859,928 verses expenses of \$813,447. He stated that water sales are trending lower than what was budgeted. Regarding expenses Clear Creek's invoices remain behind. He stated that line item - 54250 the State Water Resource Control Board Fees, shows our last payment which was over \$9,000; however, they have sent a revised invoice and will be refunding us the difference.

Mr. Muehlbacher stated that the Capital revenue was \$161,368 and expenses were \$320,045. He mentioned that the taxes received in January are reflected on this Profit and Loss. The tank coating program expenses through January include the payment made this evening. Director Woodstrom asked the Manager to check with the auditors to see if this expense should be on the O&M Profit and Loss.

Reserve Fund Status Sheet: The total reserve is \$1,126,354. Mr. Muehlbacher stated that the O&M reserve increased by \$14,323.60 due to the RSF, Drought Surcharge and LAIF interest. The WTP increased by \$8,185.91. He also mentioned that one meter was sold this month on Vladimir Ct.

CONSENT AGENDA:

- I Approval of the minutes of January 26, 2022 Regular Board Meeting; and
- II Continue local emergency pursuant to AB 361 due to COVID-19 directly impacting members to meet in person.

Director Woodstrom moved to approve the Consent Agenda. Director Hopson seconded. President Oliver called for a roll call vote: Vice President Whitehead – yes; Director Woodstrom – yes, Director Richison – yes; Director Hopson – yes and President Oliver – yes. Motion carried.

NEW BUSINESS:

I Annexation Request for APNs 203-280-022 and 208-120-001: Mr. Muehlbacher stated Mr. Muse is requesting to be annexed into the District. He is planning to build a recreational building and have cows on his property. He stated that the request was submitted to the Resource and Planning Committee for review. They have asked for additional information. Once they review the additional information, they will make recommendation to the full Board.

II Review and Approval of LAFCO Municipal Services Review and Sphere of Influence Update: Mr. Muehlbacher stated that LAFCO is in the process of updating the MSR's and SOI's. He mentioned that there were minimal changes to the MSR since its last update in 2014. He stated that if the Board approves the documents tonight LAFCO could place this on their March 3rd agenda for approval.

Director Hopson moved to approve the Municipal Services Review and Sphere of Influence Update. Director Richison seconded. President Oliver called for a roll call vote: Vice President Whitehead – yes; Director Woodstrom – yes, Director Richison – yes; Director Hopson – yes and President Oliver – yes. Motion carried.

III Review and Discuss a Capacity Charge Adjustment: Mr. Muehlbacher stated that it is necessary to review our Capacity Charge for possible increase. Paul Reuter stated that he attended the Resource and Planning meeting last week and they went over possible future developments. He recommended that the District increase the Capacity Charge somewhat to stay up with inflation. Mr. Reuter went through the four scenario's that were discussed with the Resource and Planning Committee.

Director Woodstrom asked if anyone had spoken to the developers of Westridge. Mr. Muehlbacher stated that last he heard, they were wanting to either sell the property or obtain a partner. Director Whitehead suggested that the Resource and Planning committee meet again after the Manager or Mr. Reuter speaks to Greenview Development. Mr. Muehlbacher stated that the Capacity Charge is usually increased with an effective date of July 1st. He will reach out to them and report back to the Resource and Planning Committee.

IV Review and Approve a Cost-of-Living Adjustment (COLA) For Fiscal Year 2022-23: Mr. Muehlbacher stated that both the Finance and Personnel Committees reviewed the COLA calculation. It is the Personnel's Committee's recommendation that the Board approve a 4.93% COLA for fiscal year 2022-23 for non-exempt employees.

Director Woodstrom moved to approve the 4.93% COLA for Fiscal Year 2022-23. Director Richison seconded. President Oliver called for a roll call vote: Vice President Whitehead – yes; Director Woodstrom – yes, Director Richison – yes; Director Hopson – yes and President Oliver – yes. Motion carried.

OLD BUSINESS:

- I Tank Maintenance Program Update: Mr. Muehlbacher stated that they are currently in the process of draining the B Tank. It is scheduled to be washed down February 22nd. A welder will be onsite to repair a small leak.
- II Muletown Pump Station Generator Project: Mr. Muehlbacher stated that the deadline for the RFP is being pushed back to March 7th. This is due to additional RFP's being sent out for consideration and those individuals needing additional time to submit. He stated that he is making sure to comply with all FEMA requirements. Once the proposals are in, he will schedule a Resource and Planning meeting to review the bids.
- III Meeting Room Conversion Project Update: Mr. Muehlbacher stated that Butler Engineering is submitting the plans for the building permit. Once submitted, they will want to be reimbursed. Director Hopson stated that he would like a copy of the plans that were submitted to the County.
- IV Review and Discuss Water Allocation and Water Supply: Mr. Muehlbacher stated that the trend this month changed to 81 acre-feet. We will still be buying Redding water this month. He is hopeful that the District should receive its allocation within the next two weeks. Once the allocations are out, the McConnell Foundation will decide to who and how much they are going to sell.

GENERAL BUSINESS:

- I Correspondence: None
- II President's Report: None
- III Manager's Report: Mr. Muehlbacher stated that counsel continues to review the draft Policy Manual. Once done, he will schedule an Ordinance Committee meeting.

He stated that the Muletown Turnout Out 16-inch has been taken out of service to calibrate the register. The pilot system piping was rebuilt and replaced on the 10-inch Cla Val due to leaks. This was approximately a \$5,800 repair.

He mentioned that the SMART Center grant workers were back. They received grant funding for workers from the 2019 Severe Winter Storms Disaster Recovery Grant. They received \$83,000 worth of labor for tree and debris removal. The Smart Center is providing 2 supervisors and 7 workers. There are currently 3 individuals on site.
- IV Committee Reports: All Committee meetings were discussed throughout the meeting.
- V Announcements: The next Board meeting is March 16, 2022
- VI Adjournment: 9:06 pm

CLOSED SESSION:

- I Annual review of District Manager's Performance: President Oliver stated that the Board went into closed session at 8:31 pm and came out at 9:06 pm. No reportable action was taken.