

CENTERVILLE COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Oliver, Vice President Whitehead, Director Woodstrom, Director Richison and Director Hopson
Absent: None
Others Present: Roger and Martha Ankeny, Bruce and Cathy Anderson, Ilona Lanning, David Steen, 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. Ilona Lanning stated that she had questions regarding how the allocations were being calculated. She stated that she thought that the allocation was month to month, but it is actually based on the billing cycle. She would like to see the Board consider an annual allocation, because she believes it would be easier for customers to manage. The Board asked her to speak to Chris regarding the dates her meter would be read.

Bruce stated that he too would like to see a yearly allocation as opposed to a monthly allocation. Vice President Whitehead stated that the problem with that is that some people would use all of their yearly allocation and then be out of water before the year was out. Then what would happen. A monthly allocation is the most manageable for the District.

Roger Ankeny stated that he had requested payroll and O&M information; however, the figures were not matching up. He stated that he had sent Chris an email and had spoken to Mrs. Teuscher and she said that she would call him back, but he has heard nothing back. Mr. Muehlbacher stated that he would contact Mr. Ankeny on Thursday. He further stated that the reason for the discrepancy was due to annual figures being trued up in July.

No other comments were received. The public comment period was closed.

III Authorize Payment of Bills for Current Expenses: Director Woodstrom moved to pay the bills. Director Richison seconded. Mr. Muehlbacher stated that the payment to Berkadia was the final payment on the 40-year loan. The Butler Engineering payment is for engineering services for the Boardroom conversion. The Centerville CSD Texas Springs payment is pass through tax dollars. The Ferreira Property Maintenance payment is for repairs and maintenance on the swamp cooler at the MTPS. The Superior Tank Solutions payment is a quarterly payment. President Oliver called for a roll call vote: Director Hopson – yes, Director Woodstrom – yes, Director Richison – yes, Vice President Whitehead – yes and President Oliver – yes. Motion carried.

IV Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenues were \$1,428,282 verses expenses of \$1,115,929. Vice President Whitehead asked why the late fees were so high. Mr. Muehlbacher stated that there were several customers who have been very late. Regarding expenses, he stated that Clear Creek CSD is continuing to use their wells. He mentioned that the District received a refund from JPIA for the property insurance.

Mr. Muehlbacher stated that the Capital revenue was \$197,432 and expenses were \$411,653. He mentioned that there is a new entry under expenses for the Diggin's standby generator.

Reserve Fund Status Sheet: The total reserve is \$ 1,168,168. Mr. Muehlbacher stated that the only changes this month was the interest received from LAIF.

CONSENT AGENDA:

- I Approval of the minutes of: April 20, 2022 Regular Board Meeting;
- II Continue local emergency pursuant to AB 361 due to COVID-19 directly impacting members to meet in person:

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

NEW BUSINESS:

- I Review and Approve Water Meter Requests for APN 203-080-010 and APN 041-630-048: Vice President Whitehead stated that these requests went before the Resource and Planning committee. It is their recommendation that the Board approve the sale of the meters. These meters will be restricted to 1300 cubic-feet a month.

Director Woodstrom moved to approve the sale of the meters and that the applicants be restricted to 1,300 cubic-feet per month. Vice President Whitehead seconded.

President Oliver called for a roll call vote: Director Hopson – yes, Director Woodstrom – yes, Director Richison – yes, Vice President Whitehead – no and President Oliver – yes. Motion carried.

- II Review and Approve Landscape Maintenance District Water Allocation Schedules: Director Woodstrom stated that he does not mind giving them an allocation; however, he believes that the allocation should only be in those months that they have historically used water. He does not believe they should be given additional water.

The Board asked that these be taken back to the Resource and Planning committee.

Director Woodstrom moved to approve the allocations for the City of Redding Account #979 and Monte De Las Flores Account #1602. Director Richison seconded. President Oliver called for a roll call vote: Director Hopson – yes, Director Woodstrom – yes, Director Richison – yes, Vice President Whitehead – yes and President Oliver – yes. Motion carried.

- III Authorize Purchase of a Replacement Meter for the Muletown Conduit Turn-Out: Mr. Muehlbacher stated that the 16-inch meter needs to be replaced. There are no replacement parts available.

Vice President Whitehead moved to authorize the District Manager to purchase a replacement meter for the Muletown Conduit. Director Hopson seconded. President Oliver called for a roll call vote: Director Hopson – yes, Director Woodstrom – yes, Director Richison – yes, Vice President Whitehead – yes and President Oliver – yes. Motion carried.

OLD BUSINESS:

I Tank Maintenance Program Update: Mr. Muehlbacher stated that the packet included the Washout Completion Report for Tank C1. He mentioned that was some metal loss to the tank floor which was repaired during the washout, and that an improvement was made to the overflow drainage by field staff. The visual inspections for Tank A1 and C2 will take place during the end of May.

Vice President Whitehead stated that he had read that customers were complaining because the tank was drained and the water had gone into a customer's yard and driveway. Mr. Muehlbacher stated that he had not heard of that. He mentioned that no water was lost during the emptying of the tanks; however, there was some water lost resulting from the turn-out valve not working properly.

Director Woodstrom suggested that something be placed in the newsletter regarding the water going from one tank to the other for the washouts.

II Review and Discuss Water Allocation and Water Supply: Mr. Muehlbacher stated that at last month's meeting the Board directed him to purchase 500 AF from the City of Redding. This is ACID water. The COR will take the request to purchase water to their City Council in June.

III Authorization to Solicit Bids for the Meeting Room Conversion Project: Mr. Muehlbacher stated that the plans are ready to go out for bid. Director Richison moved to authorize the District Manager to solicit bids. Vice President Whitehead seconded. President Oliver called for a roll call vote: Director Hopson – yes, Director Woodstrom – no, Director Richison – yes, Vice President Whitehead – yes and President Oliver – yes. Motion carried.

IV Muletown Pump Station Generator Project: Mr. Muehlbacher stated that after requesting bids the second time, they still only received one bid. He mentioned that FEMA is of the opinion that the District has done everything that it could to procure bids. They recommend that the District submit a Request for Noncompetitive Procurement Authorization. Once that is finalized, it would then authorize the District to move forward with the design phase of the project.

V Diggins Repeater Emergency Generator Project: Mr. Muehlbacher stated that at present staff is pursuing proposals for the permit and installation of the generator.

VI Update on Carr Fire Recovery Project Status: Mr. Muehlbacher stated that he is still waiting for a project specialist to finalize our projects.

GENERAL BUSINESS:

- I Correspondence: Mr. Muehlbacher stated that the District received a letter from Elizabeth McKinney. He explained that she and her husband have a variance request and this was a letter to the Board regarding that request.
- II President's Report: None
- III Manager's Report: Mr. Muehlbacher stated that District Counsel completed his review of the draft ordinance. He stated that the RFP for the audit has been sent out.

Mr. Muehlbacher stated that Robin with JPIA was out yesterday and completed the annual Risk Assessment review. He stated that she informed him that JPIA's new policy is that if a District is awarded a grant, they cannot apply the following year. They must wait one year before applying again.

He mentioned that one of the pumps at the Muletown Pump Station is making noise. Staff is waiting for quotes to pull the pump.

In regards to the SET Pilot program, they have offered for the District to return all of the equipment at no cost to the District. This will be presented to the Resource and Planning Committee for further review.

- IV Committee Reports: Director Woodstrom stated that the Finance Committee met to discuss the draft budget. They are recommending a Drought Surcharge to cover the cost of the additional water.
- V Announcements - None

CLOSED SESSION:

- I Annual review of District Manager's Performance (§54957): President Oliver stated that the Board went into closed session at 8:30 pm. The Board took action to unanimously approve a 4.93% COLA for the District Manager and discussed the general process of the final evaluation.

GENERAL BUSINESS CONTINUED:

- VI Adjournment: 8:56 pm.