

# CENTREVILLE



COMMUNITY SERVICES DISTRICT

Regular Board Meeting of the Board of Directors  
Wednesday, February 18, 2026

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.

<u>ITEM</u>	<u>FUNCTION</u>
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### **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: January 21, 2026, Regular Board Meeting	Action
4	Authorize Payment of Bills for Current Expenses	Action
5	Status of the Budget Report	Information

### **NEW BUSINESS**

1	Consider including COLA in the O&M Budget FY 2026-27 for Budgeting Purposes	Action
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### **OLD BUSINESS**

1	Muletown Pump Station Generator Project Update	Information
2	Carr Fire Recovery Project Update	Information
3	PLC, Radio and Antenna Replacement Project	Information
4	Award Replacement of the Mini-Split Wall System for the Conference Room	Action

## **GENERAL BUSINESS**

1	Correspondence	Information
2	Director's Report	Information
3	Manager's Report	Information
4	Committee Reports	Information
	Ad Hoc – Feb 9 <sup>th</sup>	
	Personnel – Feb 12 <sup>th</sup>	
5	Announcements	
6	Adjournment	

Next Scheduled Board Meeting  
March 18<sup>th</sup> @ 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](mailto: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 Oliver, Director Whitehead, Director Richison and Director Hopson

Absent: Vice President Woodstrom and Tina Teuscher

Others Present: Chris Muehlbacher

**PRELIMINARY BUSINESS:**

1. Call to Order: President Oliver called the meeting to order at 7:00 pm.
2. Public Comment Period: President Oliver opened the public comment period. No comments were received. The public comment period was closed.
3. Approval of December 17, 2025, minutes: Director Hopson moved to approve the minutes. Director Richison seconded. The vote was unanimous. Motion carried.
4. Authorize Payment of Bills for Current Expenses: Director Richison moved to pay the bills. Director Hopson seconded. Mr. Muehlbacher stated that the payment to Centerville CSD Texas Springs is pass thru tax dollars. The M&S Tractor payment is for the maintenance on the backhoe. The NBS payment is for the quarterly admin fees for the Texas Springs Assessment. The Northwood Backflow payment is for the annual testing of the backflow devices. The vote was unanimous. Motion carried.
5. Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenue thru December was \$848,293 versus expenses of \$741,928. He mentioned that water sales continue to trend lower than budget. Pump Zones A and A1 are spot on with the budget. Regarding expenses, Clear Creek is behind in their billing.

Capital Revenue through December is \$50,509 vs expenses of \$174,904. He stated that next month the taxes will be reflected.

Reserve Fund Status Sheet: The total reserve is \$1,506,058. Mr. Muehlbacher stated that there were no changes.

**NEW BUSINESS**

1. Award Replacement of the Mini-Split Wall System for the Conference Room: Mr. Muehlbacher stated that three bids were solicited. He mentioned that we have had the current mini-splits for approximately three years; however, the warranty paperwork was not completed. He stated that he is recommending to award the bid to Timberline Heating and Air with an additional 7-year parts and labor warranty.

Director Hopson stated that the Daikin is a good brand. President Oliver stated that Redding Heating and Air is a great company to work with. Mr. Muehlbacher stated that he did not know if they offer the additional warranty.

The Board asked that staff ask all companies to bid on the same unit with the same warranty. This item was tabled until next month.

- 2 Annual Report on Active Will Serve Letters: Mr. Muehlbacher stated that no Will Serve letters were issued or expired this year. There are still 268 available for development. Director Hopson asked if the Will Serve Letters were automatically renewed. Mr. Muehlbacher stated no, the developer would need to re-apply.
- 3 Annual Report on Discontinuations of Residential Services for Inability to Pay: Mr. Muehlbacher stated that Senate Bill 998 known as the Water Shutoff Protection Act, requires us to post the number of services discontinued for non-payment. During 2025 there was one customer that was actually shut off.

## **OLD BUSINESS**

- 1 Muletown Pump Station Generator Project Update: No update at this time.
- 2 Carr Fire Recovery Project Update: No update at this time. The funds remain in LAIF collecting interest.
- 3 PLC, Radio and Antenna Replacement Project: Mr. Muehlbacher stated that the field work for the change orders was completed. Bat Electric and PACE Engineering will now complete the remaining punch list items. This project should be completed by March. Director Hopson asked that Mr. Muehlbacher make sure that the warranty information is completed and submitted.
- 4 Board of Director's Annual Re-organization Session for the 2026 Calendar Year: President Oliver stated that the Standing Committees will remain the same for the 2026 calendar year. Director Hopson moved to keep the committee assignments the same. Director Whitehead seconded. The vote was unanimous. Motion carried.

## **GENERAL BUSINESS:**

- 1 Correspondence: None.
- 2 Director's Report: None.
- 3 Manager's Report: Mr. Muehlbacher stated that Mr. Brandon Lale inquired about extending the water main out on Diggins to his property. He was provided a copy of the Development Agreement and a letter describing the fees associated with the project.

Mr. Muehlbacher stated that he is drafting a PRV maintenance schedule. Staff completed a field inventory of assets and are reviewing capital needs.

He stated that he met with Mark Guitton regarding the Westridge Development. They are looking at options to make Westridge work. The project is very costly.

Director Richison asked if the District is notified when someone drills a well. Mr. Muehlbacher stated that JD had noticed someone getting a well drilled and we had not been notified by the County. Mr. Leviness is looking into why we were not notified, as well as letting the customer know he must install a backflow device and have it tested.

- 4     Committee Reports: Mr. Muehlbacher stated that the Ad Hoc Committee met with Collin Bogener. He will be drafting an agreement for both Districts to review. Both Districts are sharing the legal cost 50/50 for this project. All Board members will be given the draft to review.
- 5     Announcements: The next Board Meeting will be held February 18, 2026.
- 6     Adjournment: The meeting adjourned at 8:03 pm.



**Clear Creek CSD and Centerville CSD  
Ad-Hoc Committees for the Dedicated Capacity contract.**

February 9, 2026 – 5 pm  
Location: Centerville CSD

**Purpose:** for board members of each CSD to discuss and exchange information between agencies and then report back to each respective Board.

**Meeting Notes**

**Introduction** – Started at 5:10 pm

In attendance:	Centerville:	Director Oliver
		GM Muehlbacher
	Clear Creek:	Directors Fickes & McVay
		GM Mancino

**1. Review Meeting Notes**

No comments.

**2. Update for New Draft Agreement**

Staff provided an update that a draft agreement will be available prior to the March meeting.

**3. Discuss WTP SCADA Upgrades - \$5k Expense**

Chris Muehlbacher provided an update related to PACE's proposal for restoring Centerville's ability to view the WTP Clear Well Tank level. Currently, PACE is engaged in restoring Clear Creek's ability to view Centerville's flows. Centerville's ability was not included in the current scope of work. Before the Cloverdale Fire, both agencies had an ability to view SCADA for each operation. Clear Creek advised it would research this further.

**4. Update for Revised Administrative Expense**

Staff provided an update for the draft Admin Expense. An overview of the subject was discussed. Dale Mancino advised that updated expense totals will be available for the March meeting.



## **5. Update for WTP Land Lease**

Dale Mancino updated the Committee that he requested an extension to coincide with the new agreement (30 years with a 20-year autorenewal) and that Centerville would receive notices. At present, he awaits a response from Reclamation.

## **6. Discuss Draft Agreement Content**

**Drought Conditions** – the Committee discussed the options of a minimum standby charge and the requirement of mandatory WTP use. Mandatory use is not desirable due to water quality issues and potentially not having adequate contractual water supplies. Options for a standby charge were discussed which includes looking at the winter month usage as a baseline.

**Water Schedule** – Centerville requested that a section for water schedule be included to reflect the practice of sharing schedules for the benefit of current and future staff.

The following are sections agreeable to be revised and included in the new agreement:

1. **Muletown Conduit O&M Contractor** – this section would identify Clear Creek CSD as the conduit contractor for the benefit of transparency.
2. **Dispute Resolution**
3. **Operational Costs** – this component includes “on-going direct costs for water treatment, transmission and conduit, maintenance and repair of the Plant and the Muletown Conduit facilities to CENTERVILLE’S main turnout point, equal to CENTERVILLE’S percentage use of the total quantity of water treated by the Plant.”
4. **Annual True-Up Adjustment** – need to include this to formalize the process including the timing expectation, as well as the implications for not completing them in an agreed upon period. Annual audits need to also be identified. A potential 2, or 3-year trigger was discussed at the January meeting. Mark Oliver advised that Centerville might prefer a shorter period. Beverly Fickes commented that there might be occasion where the adjustment results in a credit due and it would be lost if not processed. It was further noted that this may not be an issue in the future since there would be an on-going dialogue between agencies at the permanent Joint Committee.



5. **Annual Budgeting Process** – it is desired that Centerville be included in the planning process for large purchases such as extraordinary expenses, or the purchase of new equipment (e.g. service truck, generator, etc.) since this expense will eventually be accounted for in the Annual True-Up Adjustment. This needs to account for any resale/salvage value.
6. **Term of Contract and Renewal** – 30-year contract with an automatic 20-year extension.
7. **Long-Term Planning & Reserve Needs** – need to consider requirements for long-term capital and maintenance planning to “smooth” expense and tie them to water rates. Need to develop an asset-management approach for all assets (including vehicles) to establish an asset inventory. Having a notice provision was discussed.
8. **Drought Conditions** – need to consider cost sharing during times of water restriction and Clear Creek is using wells.
9. **Metering** – Centerville to identify all the master meter locations (MT Turn-Out, Potosi, Kanaka & Santa Clause (aka Muletown Zone)). Clear Creek to identify their meter locations prior to entering their main distribution system (WTP meters, Needs/Horse Camp, Vet Cemetery, 2 flow meters at the North Pump Station, etc). Also, both agencies need to share the annual testing data with each other automatically.

10. **Reclamation Land Lease** – need to identify this in the new contract.

- i. Need to notify Reclamation of the requested extension date.
- ii. Need to inquire with Reclamation to confirm if they can provide notices to Centerville.

11. **Permanent Joint Committee** – establish a joint committee once the Ad Hoc Committee is terminated.

## **7. Open Discussion**

- None

## **8. Action Items**

- Dale Mancino will seek JPIA information for a potential insurance claim.
- Beverly Fickes will review emails for SCADA issue related to the Cloverdale Fire.
- Drought Conditions – staff will consider minimum standby charge options. Staff will look at winter months for low flow.
- Chris Muehlbacher & Dale Mancino will request PACE to reduce their \$5k proposal.
- Admin Expense – it is desired that Eric Woodstrom will review.

**Next Meeting** – Monday, March 9<sup>th</sup> @ 5:00pm – Clear Creek

PERSONNEL COMMITTEE

February 12, 2026 DRAFT

CENTERVILLE COMMUNITY SERVICES DISTRICT  
COMMITTEE MEETING NOTES

Committee Present: Director Woodstrom, Director Richison  
Absent: None  
Others Present: Chris Muehlbacher

**PERSONNEL COMMITTEE AGENDA**

- 1 Open Session: No comments received.
- 2 Review and Discuss the Administrative Succession Planning Report: The Committee provided comments on the report.
- 3 Review and Discuss a COLA Adjustment for Various District Positions: The Committee concurred with the recommendation that the Board approve COLA for non-exempt employees for budgeting purposes. The Committee recommended against a COLA for directors.
- 4 CLOSED SESSION: Labor Negotiations (§54957.6): Committee provided directions to staff.
- 5 Adjournment.

Centerville Community Services District  
Profit & Loss Budget Performance  
January 2026

Ordinary Income/Expense	Jan 26	Budget	\$ Over Budget	Jul '25 - Jan 26	YTD Budget	\$ Over Budget
<b>Income</b>						
<b>41000 - WATER SALES</b>						
41100 - Base Rate	48,734.75	48,415.00	319.75	340,403.50	338,925.00	1,478.50
41200 - Consumption Rate	27,625.18	28,000.00	-374.82	446,652.26	503,000.00	-56,347.74
41210 - Late Fees	1,029.26	700.00	329.26	12,476.64	12,100.00	376.64
41220 - Miscellaneous Charges	750.00	0.00	750.00	750.00	0.00	750.00
41400 - Pump Zone A (Base Rate)	1,608.75	1,700.00	-91.25	11,261.25	11,800.00	-538.75
41450 - Pump Zone A (Power Comp)	956.91	900.00	56.91	15,584.72	17,200.00	-1,615.28
41500 - Pump Zone A-1 (Base Rate)	455.00	470.00	-15.00	3,185.00	3,250.00	+65.00
41550 - Pump Zone A-1(Power Comp)	324.21	300.00	24.21	4,383.13	5,300.00	-916.87
<b>Total 41000 - WATER SALES</b>	<b>81,484.06</b>	<b>80,485.00</b>	<b>999.06</b>	<b>834,696.50</b>	<b>891,575.00</b>	<b>-56,878.50</b>
<b>41600 - RESERVE FUNDS</b>						
41605 - Consumption Surcharge	952.04	1,000.00	-47.96	15,700.88	17,500.00	-1,799.12
41700 - Water Treatment Plant Fee	1,940.58	2,000.00	-59.42	31,312.70	35,400.00	-4,087.30
41800 - Rate Stabilization Fee	2,904.92	3,000.00	-95.08	46,929.08	53,100.00	-6,170.92
56250 - Transfer Reserve Funds	-5,797.54	-6,000.00	202.46	-93,942.66	-106,000.00	12,057.34
<b>Total 41600 - RESERVE FUNDS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>42000 - SERVICE INSTALLATION - METERS</b>						
42100 - Connection Charges	0.00	0.00	0.00	545.00	400.00	145.00
<b>Total 42000 - SERVICE INSTALLATION - METERS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>545.00</b>	<b>400.00</b>	<b>145.00</b>
<b>43000 - INTEREST</b>						
43001 - LAIF	15,638.25	13,000.00	2,638.25	45,074.40	39,000.00	6,074.40
43002 - Other Interest	1.36	4.00	-2.64	10.75	28.00	-17.25
<b>Total 43000 - INTEREST</b>	<b>15,639.61</b>	<b>13,004.00</b>	<b>2,635.61</b>	<b>45,085.15</b>	<b>39,028.00</b>	<b>6,057.15</b>
44100 - General Property Tax-422	0.00	0.00	0.00	2,500.00	0.00	2,500.00
<b>Total 44100 - General Property Tax-422</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>0.00</b>	<b>2,500.00</b>

Centerville Community Services District  
**Profit & Loss Budget Performance**  
January 2026

10:16 AM  
02/11/26  
Accrual Basis

	Jan 26	Budget	\$ Over Budget	Jul '25 - Jan 26	YTD Budget	\$ Over Budget
<b>45000 - OTHER OPER. REVENUE</b>						
45400 · Misc. Revenue	2,00	40.00	-38.00	722.44	280.00	442.44
45850 · Backflow Prevention Testing	556.50	300.00	256.50	2,076.50	2,100.00	-23.50
45955 · Will Serve - Admin	0.00	0.00	0.00	50.00	0.00	50.00
<b>Total 45000 - OTHER OPER. REVENUE</b>	<b>558.50</b>	<b>340.00</b>	<b>218.50</b>	<b>2,848.94</b>	<b>2,380.00</b>	<b>468.94</b>
49706 · Water Sales Bella Vista	0.00	0.00	0.00	60,300.00	60,300.00	0.00
<b>Total Income</b>	<b>97,682.17</b>	<b>93,829.00</b>	<b>3,853.17</b>	<b>945,975.59</b>	<b>993,683.00</b>	<b>-47,707.41</b>
<b>Gross Profit</b>	<b>97,682.17</b>	<b>93,829.00</b>	<b>3,853.17</b>	<b>945,975.59</b>	<b>993,683.00</b>	<b>-47,707.41</b>
<b>Expense</b>						
<b>51000 - WATER COSTS</b>						
51100 · Raw Water Charge	0.00	1,600.00	-1,600.00	13,218.04	28,400.00	-15,181.96
51300 · Oper. & Maint. - Clear Creek	10,934.75	13,500.00	-2,565.25	77,937.60	90,300.00	-12,362.40
51305 · Administration - Clear Creek	1,658.75	2,000.00	-341.25	28,129.85	35,400.00	-7,270.15
51315 · Restoration Fee	0.00	1,700.00	1,700.00	13,112.28	28,200.00	-15,087.72
51317 · Water Right Fees	0.00	0.00	0.00	4,348.23	4,600.00	-251.77
51325 · WINN Act Lawsuit	0.00	170.00	-170.00	897.45	1,190.00	-292.55
<b>Total 51000 - WATER COSTS</b>	<b>12,593.50</b>	<b>18,970.00</b>	<b>-6,376.50</b>	<b>137,643.45</b>	<b>188,090.00</b>	<b>-50,446.55</b>
<b>52000 - TRANSMISSION &amp; DISTRIB.</b>						
52100 · General Repair & Maint.	1,490.14	6,100.00	-4,609.86	38,731.04	42,700.00	-3,968.96
52130 · Zone A - Repair and Maintenance	0.00	0.00	0.00	0.00	1,600.00	-1,600.00
52140 · Zone A1 - Repair and Maintenance	0.00	0.00	0.00	0.00	1,600.00	-1,600.00
52200 · Operating Supplies & Expense	3,064.94	2,000.00	1,064.94	11,204.22	14,000.00	-2,795.78
52400 · Utilities - General Plant	267.86	140.00	127.86	1,039.43	1,000.00	39.43
52425 · Elect., Muletown Pump Station	190.65	250.00	-59.35	1,618.51	1,900.00	-281.49
52450 · Elect., Towerview Pump Station	122.02	250.00	-127.98	1,358.37	1,750.00	-391.63
52500 · Utilities Pump Zone A	1,666.82	1,500.00	166.82	25,351.65	27,500.00	-2,148.35
52600 · Utilities Pump Zone A-1	512.93	500.00	12.93	5,437.63	6,000.00	-562.37
52700 · Diggins Generator	0.00	0.00	0.00	70.00	0.00	70.00
52850 · Backflow Prevention Testing	0.00	0.00	0.00	3,805.00	3,600.00	205.00
<b>Total 52000 - TRANSMISSION &amp; DISTRIB.</b>	<b>7,315.36</b>	<b>10,740.00</b>	<b>-3,424.64</b>	<b>88,615.85</b>	<b>101,650.00</b>	<b>-13,034.15</b>

Centerville Community Services District  
Profit & Loss Budget Performance  
January 2026

	Jan 26	Budget	\$ Over Budget	Jul '25 - Jan 26	YTD Budget	\$ Over Budget
<b>53000 - EQUIPMENT</b>						
53100 - Equipment Repairs & Maint.	947.82	700.00	247.82	3,813.52	4,900.00	-1,086.48
53200 - Gasoline	433.15	700.00	-266.85	4,291.68	4,900.00	-608.32
<b>Total 53000 - EQUIPMENT</b>	<b>1,380.97</b>	<b>1,400.00</b>	<b>-19.03</b>	<b>8,105.20</b>	<b>9,800.00</b>	<b>-1,694.80</b>
<b>54000 - ADMINISTRATIVE</b>						
54100 - Liability Insurance - District	0.00			33,367.68	40,000.00	-6,632.32
54150 - Utilities-District Office	542.37	1,000.00	-457.63	6,252.52	7,000.00	-747.48
54200 - Telephone - District Office	789.57	750.00	39.57	6,019.85	5,250.00	769.85
<b>54250 - SWRCB Fees</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,928.82</b>	<b>15,000.00</b>	<b>-1,071.18</b>
54300 - Travel & Training	2,575.04	500.00	2,075.04	5,194.61	3,500.00	1,694.61
54325 - Employee Recognition	0.00	100.00	-100.00	1,465.43	1,200.00	265.43
54375 - LAFCO	0.00	0.00	0.00	2,554.86	4,000.00	-1,445.14
54400 - Miscellaneous	0.00	50.00	-50.00	158.23	350.00	-191.77
54455 - Watershed Sanitary Survey	0.00	0.00	0.00	1,984.20	0.00	1,984.20
54500 - Engineering - District Engineer	0.00	800.00	-800.00	1,028.00	6,000.00	-4,972.00
54550 - Legal-Dist. Attorney	1,380.00	800.00	580.00	8,596.07	6,000.00	2,596.07
54600 - Accounting-Audit & Consult	0.00	0.00	0.00	15,400.00	17,000.00	-1,600.00
54625 - Meals	0.00	60.00	-60.00	438.09	500.00	-61.91
54650 - Office Supplies	438.30	750.00	-311.70	4,127.68	5,250.00	-1,122.32
54680 - Merchant Fees	74.25	100.00	-25.75	622.35	700.00	-77.65
54700 - Postage	0.00	800.00	-800.00	1,302.98	6,000.00	-4,697.02
54710 - Billing and Notices	1,379.30	0.00	1,379.30	6,592.30	0.00	6,592.30
54750 - Office Equipment (Small)	673.94	1,800.00	-1,126.06	12,232.76	12,600.00	-367.24
54800 - Office Building - R&M	641.92	750.00	-108.08	4,310.79	5,250.00	-939.21
54850 - Directors Compensation	600.00	450.00	150.00	3,000.00	3,150.00	-150.00
54900 - Subscription & Licenses	339.94	3,200.00	-2,860.06	23,815.70	26,700.00	-2,884.30
<b>Total 54000 - ADMINISTRATIVE</b>	<b>9,434.63</b>	<b>11,910.00</b>	<b>-2,475.37</b>	<b>152,392.92</b>	<b>165,450.00</b>	<b>-13,057.08</b>

Centerville Community Services District  
Profit & Loss Budget Performance  
January 2026

	Jan 26	Budget	\$ Over Budget	Jul '25 - Jan 26	YTD Budget	\$ Over Budget
<b>55000 · WAGES &amp; BENEFITS</b>						
55100 · Salaries	35,647.24	35,400.00		247.24	264,671.63	265,500.00
55110 · Salaries - Standby	475.00	500.00		-25.00	3,075.00	3,500.00
55120 · Overtime	0.00	700.00		-700.00	5,083.07	4,900.00
55200 · Salaries - Part Time Employees	1,742.40	1,700.00		42.40	11,474.71	12,500.00
55300 · Pension - Retirement	2,912.26	3,800.00		-887.74	81,792.14	87,600.00
55400 · Insurance - Emp. Health&Dental	-529.80	10,000.00		-10,529.80	58,798.80	70,000.00
55500 · Workman's Comp. Insurance	0.00	0.00		0.00	10,694.73	14,000.00
55600 · F.I.C.A.	2,314.75	2,400.00		-85.25	17,399.93	16,800.00
55700 · Medicare Tax	541.36	600.00		-58.64	4,069.35	4,000.00
<b>Total 55000 · WAGES &amp; BENEFITS</b>	<b>43,103.21</b>	<b>55,100.00</b>		<b>-11,996.79</b>	<b>457,059.36</b>	<b>478,800.00</b>
<b>59000 · Clearing of Transfers</b>						
<b>Total Expense</b>	<b>53.53</b>	<b>0.00</b>		<b>53.53</b>	<b>53.53</b>	<b>0.00</b>
<b>Net Ordinary Income</b>	<b>73,881.20</b>	<b>98,120.00</b>		<b>-24,238.80</b>	<b>843,870.31</b>	<b>943,790.00</b>
<b>Net Income</b>	<b>23,800.97</b>	<b>-4,291.00</b>		<b>28,091.97</b>	<b>102,105.28</b>	<b>49,893.00</b>
	<b>23,800.97</b>	<b>-4,291.00</b>		<b>28,091.97</b>	<b>102,105.28</b>	<b>49,893.00</b>
						<b>52,212.28</b>

**Centerville Community Services District**  
**Capital Profit & Loss Budget Performance**  
**January 2026**

Ordinary Income/Expense	Jan 26	Budget	Jul '25 - Jan 26	YTD Budget	Annual Budget
<b>Income</b>					
43000 · INTEREST	0.00	100.00	213.45	400.00	400.00
<b>Total 43000 · INTEREST</b>	<b>0.00</b>	<b>100.00</b>	<b>213.45</b>	<b>400.00</b>	<b>400.00</b>
<b>44100 · General Property Tax-422</b>					
44125 · Current Secured Taxes-0&M	130,949.49	124,000.00	134,633.85	128,000.00	223,000.00
44127 · Current Unitary Taxes	6,193.21	5,000.00	6,193.21	5,000.00	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	736.28	1,000.00	1,683.65	2,100.00	2,300.00
44140 · Curr Unsecured Taxes	995.77	1,000.00	12,369.41	12,100.00	12,100.00
44145 · Supp Taxes Prior	4.34	20.00	20.13	40.00	60.00
44150 · Prior Year Unsecured Taxes	22.88	40.00	111.76	110.00	150.00
44155 · Homeowner's Exemption - 422	852.78	500.00	1,218.26	1,500.00	2,100.00
<b>Total 44100 · General Property Tax-422</b>	<b>139,754.75</b>	<b>131,560.00</b>	<b>161,594.98</b>	<b>153,350.00</b>	<b>254,210.00</b>
<b>46000 · CAPITAL FUNDS</b>					
46100 · Capacity Charge	0.00	0.00	22,147.00	45,000.00	88,588.00
<b>Total 46000 · CAPITAL FUNDS</b>	<b>0.00</b>	<b>0.00</b>	<b>22,147.00</b>	<b>45,000.00</b>	<b>88,588.00</b>
<b>49000 · TAXES &amp; ASSESSMENTS</b>					
49350 · Sp./Asst Texas Springs 2001-1	19,058.69	17,000.00	24,765.52	23,000.00	34,000.00
<b>Total 49000 · TAXES &amp; ASSESSMENTS</b>	<b>19,058.69</b>	<b>17,000.00</b>	<b>24,765.52</b>	<b>23,000.00</b>	<b>34,000.00</b>
<b>49500 · OTHER CAPITAL REVENUE</b>					
49505 · Other Interest	0.00	5.00	1.77	35.00	50.00
49550 · New Water Purchase Fee	0.00	0.00	600.00	600.00	600.00
<b>Total 49500 · OTHER CAPITAL REVENUE</b>	<b>0.00</b>	<b>5.00</b>	<b>601.77</b>	<b>635.00</b>	<b>650.00</b>
<b>Total Income</b>	<b>158,813.44</b>	<b>148,665.00</b>	<b>209,322.72</b>	<b>222,385.00</b>	<b>377,848.00</b>
<b>Gross Profit</b>	<b>158,813.44</b>	<b>148,665.00</b>	<b>209,322.72</b>	<b>222,385.00</b>	<b>377,848.00</b>
<b>Expense</b>					
51000 · WATER COSTS	0.00	0.00	13,266.81	4,400.00	4,400.00
51255 · Clear Creek SWRCB Contract	0.00	0.00	13,266.81	4,400.00	4,400.00
<b>Total 51000 · WATER COSTS</b>	<b>0.00</b>	<b>0.00</b>	<b>13,266.81</b>	<b>4,400.00</b>	<b>4,400.00</b>
<b>57000 · DISTRIBUTION SYSTEM IMPROVE.</b>					
57090 · Tank Coating Program	0.00	45,000.00	79,194.91	130,000.00	180,000.00
<b>Total 57000 · DISTRIBUTION SYSTEM IMPROVE.</b>	<b>0.00</b>	<b>45,000.00</b>	<b>79,194.91</b>	<b>130,000.00</b>	<b>180,000.00</b>

Centerville Community Services District  
Capital Profit & Loss Budget Performance  
January 2026

	Jan 26	Budget	Jul '25 - Jan 26	YTD Budget	Annual Budget
<b>57400 · PRINCIPAL EXPENSE</b>					
57406 · Sp/Asst. Txs Sprg 2001-1 Prin.	0.00	0.00	9,700.00	9,000.00	9,000.00
<b>Total 57400 · PRINCIPAL EXPENSE</b>	0.00	0.00	9,700.00	9,000.00	9,000.00
<b>57500 · INTEREST EXPENSE</b>					
57506 · Sp/Asst. Txs Sprg 2001-1 Int.	0.00	4,400.00	5,368.50	9,800.00	9,800.00
<b>Total 57500 · INTEREST EXPENSE</b>	0.00	4,400.00	5,368.50	9,800.00	9,800.00
<b>57800 · BOND ADMIN. FEE</b>					
57806 · NBS Admin. Fee TSWAD 2002-1	0.00	0.00	2,528.16	2,500.00	5,000.00
57840 · Cent. Admin Fee TSWAD 2001-1	0.00	0.00	0.00	0.00	2,500.00
<b>Total 57800 · BOND ADMIN. FEE</b>	0.00	0.00	2,528.16	2,500.00	7,500.00
<b>58000 · OTHER CAPITAL EXPENSES</b>					
58070 · Muletown Pump - Generator	59,165.25	60,000.00	-7,288.54	0.00	52,000.00
58080 · Telemetry Replacement Program	59,165.25	60,000.00	120,192.44	216,000.00	216,000.00
<b>Total 58000 · OTHER CAPITAL EXPENSES</b>	59,165.25	60,000.00	112,903.90	216,000.00	268,000.00
<b>Total Expense</b>					
<b>Net Ordinary Income</b>					
<b>Net Income</b>	<b>99,648.19</b>	<b>39,265.00</b>	<b>-13,639.56</b>	<b>-149,315.00</b>	<b>-100,852.00</b>

**CENTERVILLE COMMUNITY SERVICES DISTRICT**  
**RESERVE FUND STATUS**

**January 31, 2026**

<b>DESCRIPTION</b>	Balance as of 7-1-2025	Balance as of Last Month	Current Balance	Projected Balance As of 7-1-2026	Goal Range
<b>DESIGNATED RESERVES:</b>					
Operation & Maintenance	\$406,359.97	\$544,622.00	\$553,732.44	\$486,000.00	\$614k - \$920k (2)
Water Treatment Plant	\$249,846.89	\$282,794.64	\$287,700.82	\$303,000.00	\$250k - \$500k (3)
Carr Fire Funds	\$156,297.70	\$159,633.57	\$161,325.31	\$158,000.00	
Pump Sta. Rep. & Maint. (Zones A & A1)	\$16,024.24	\$16,366.25	\$16,539.69	\$22,000.00	
Capital Improvement Reserve	\$372,107.57	\$317,743.81	\$480,863.19	\$350,000.00	
Subtotal	\$1,200,636.37	\$1,321,160.27	\$1,500,161.45	\$1,319,000.00	
<b>OBLIGATED RESERVES:</b>					
Capacity Charge	\$119,370.25	\$154,474.49	\$156,111.56	\$209,000.00	
Subtotal	\$119,370.25	\$154,474.49	\$156,111.56	\$209,000.00	
<b>RESTRICTED RESERVES:</b>					
		<b>Maturity Date</b>			
Texas Springs Assessment	6/30/2041	\$44,793.92	\$30,423.81	\$30,424.07	\$33,000.00
Subtotal		\$44,793.92	\$30,423.81	\$30,424.07	\$33,000.00
Total Reserve Balance	\$1,364,800.54	\$1,506,058.57	\$1,686,697.08	\$1,561,000.00	

1 O&M Goal Range

2 WTP Goal Range

Goal Range is projected to achieve the Reserve Policy range within 3 - 7 years using the Rate Stabilization Fee.

Goal Range is projected to achieve the Reserve Policy range within 1.5 - 5 years using the Water Treatment Plant Fee.



## MEMORANDUM

**DATE:** February 10, 2026

**TO:** Board of Directors

**FROM:** Chris Muehlbacher

**SUBJECT:** New Business 1 – Consider including COLA in the O&M Budget FY 2026-27 for Budgeting Purposes

### Recommendation

ACTION – that the Board concur with the recommendation that a COLA be considered in the annual budgeting process for the following:

1. Non-exempt staff – recommended yes for a COLA.
2. Directors – recommended no for a COLA.

### Item Explanation

Consistent with the COLA Policy, the Personnel Committee reviews and makes recommendations for the Board's consideration related to COLA for various District Positions.

The COLA (Jan – Dec) is calculated as:

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Percentage*</u>
<u>2025</u>	1.9	2.3	1.8	2	2.5	2.7	3.3	3.5	3.5	N/A**	3	2.8	2.664

\* Per Policy, the District uses the CPI West – Size B/C index.

\*\* As a result of the Federal Government shutdown, data is not available for the month of October. The annual COLA was calculated, summing the total month's values and then dividing by 11 months.

### Non-Exempt Staff

In recent years, the Board has considered a COLA adjustment for non-exempt staff with exempt staff being considered during the annual review process.

### Board of Directors

The Directors currently receive \$100 per day of service. Per Policy, the compensation is adjusted annually adjusted by the index (up to a maximum of 5% rounded to the nearest whole dollar), absent the Board majority declining to accept the indexed change.

### Attachment(s)

None



## **MEMORANDUM**

Date: February 10, 2026  
To: Board of Directors  
From: Chris Muehlbacher  
Subject: **Old Business 1 – Muletown Pump Station Generator Project Update**

### **Recommendation**

INFORMATION – No update is available. FEMA has until March to respond to the CalOES request.

### **Discussion**

#### **Scope Of Work & Budget Increase**

As a result of operational issues identified during the design process, it was determined that it was necessary to request a change to the approved scope of work which also required a budget increase. This request was made by the City of Redding on February 11, 2025. This request also included a local share commitment of \$51k from Centerville. In total, it was requested to increase the budget by \$287k which would increase the approved budget of \$419k upwards to \$706k. To date, no response has been provided.

#### **Time Extension**

On June 17, 2024, the City of Redding requested a time extension for this project. CalOES approved a time extension on June 23, 2025, which extended the project performance period until January 9, 2026. As that date is rapidly approaching, CalOES has requested a further time extension from FEMA for the entire DR4382 grant program. On December 3<sup>rd</sup>, Centerville was advised by CalOES that FEMA has 90 days to respond to this request.

At this time, this project is at risk of being closed out on January 6<sup>th</sup> absent of an extension being made for the entire grant program.

A meeting is scheduled with CalOES, City of Redding and Centerville to further discuss this project, any updates for the time extension, and all available options. An update will be provided at the Board meeting.

### **Financial Impacts**

Below is a summary of amended project costs:

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

**Attachment(s)** – None



## **MEMORANDUM**

Date: February 10, 2026  
To: Board of Directors  
From: Chris Muehlbacher  
Subject: **Old Business 2 – Carr Fire Recovery Project Update**

### **Recommendation**

INFORMATION – No update is available. CalOES has not provided any further update.

### **Discussion**

#### Background:

On November 24, 2025, the final project closeout for the Direct Administrative Costs (DAC – Project Worksheet PW-98) was completed by CalOES. The closeout process began on December 21, 2022 with the District's submittal of the P-4 form which summarized all the projects. Review of this item began in April 2025.

On April 9, 2025, CalOES provided a letter acknowledging that six of the PWs were closed-out (23, 25, 27, 32, 44 and 58) totaling \$328,215 and that the additional PWs remain to be closed out. In June 2025, a Final Inspection Report was provided by CalOES for these projects.

On November 21, 2025, CalOES provided the Federal Final Inspection Report: Application Closeout for the remaining PW-98 (DAC) noting that “upon closeout of PW 98, the District DR 4382 application will be closed in its entirety once all FEMA determinations are received, PW obligations are accounted for, and any subsequent appeal rights are exhausted”.

On December 2, 2025, CalOES confirmed that there is nothing more for the District to do at this time unless reached out by a Specialist. They advised that a letter will be sent to confirm this after the Closeout transmits the disaster application to Finance (this is a Cost-share disaster application and is currently pending assignment to a Closeout Specialist). No timeline has been provided as of this writing.

### **Fiscal Impact**

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:** February 10, 2026

**TO:** Board of Directors

**FROM:** Chris Muehlbacher

**Subject:** Old Business 3 – PLC, Radio, and Antenna Replacement Project

### **Recommendation**

INFORMATION – This item provides a project update.

### **Item Explanation**

#### Update

PACE has completed its review of the O&M manuals for this project and sent comments back to Wagner and BAT. There was only one O&M that needed to be resubmitted, and once those comments are addressed the contractor should have everything they need to provide physical copies of O&M manuals and panel drawings to the District.

It is anticipated that final project acceptance will be presented at the March meeting.

#### Background

The Board approved Change Orders 1 & 2 at the October Board meeting.

Below is a summary of each change order.

#### Change Order 1 - \$6,426

This change order is to supply and install two Optix Panels at the Muletown Pump Station and the C Pump Station. The existing panels are approaching the end of their remaining useful lives and are not directly compatible with the new PLCs. These panels are anticipated to be received the week of November 20<sup>th</sup>.

#### Change Order 2 - \$5,238

This change order is to install two Hand-Off-Auto (HOA) Mode switches for the two pumps at the C Pump Station as well as install a circulating fan for the control cabinets at the Zone A and Zone B Tanks.

#### **Attachments**

None



## **MEMORANDUM**

Date: February 10, 2026  
To: Board of Directors  
From: Chris Muehlbacher  
Subject: **Old Business 4 – Award Replacement of the Mini-Split Wall System for the Conference Room**

### **Recommendation**

ACTION – It is recommended that the Board award the replacement of the Mini-Split Wall System for the Conference Room to Phil Carpenter's AC & Heating in the amount of \$11,099.60.

### **Item Explanation**

#### Background

The Conference Room mini-split wall system has failed and requires replacement. This system was originally installed by One Way Development & Construction as part of the Meeting Room Conversion Project which was accepted in January 2023. In review of this project, it was confirmed that no warranty information was filed by either staff or the contractor. Recently, this unit began to fail. Allianz Heating & Air confirmed that a new motherboard was needed. One Way Development purchased the replacement part which was installed by Allianz. Upon installation, it was confirmed that the compressor also needed replacement. Unfortunately, replacing the compressor for the Senville Aura unit is no longer an option due to the refrigerant. Based upon an inability to repair the unit, it is recommended that it be replaced.

#### Public Bids

Bids were received to replace the unit with a Mitsubishi 1.66 ton mini-split. This unit is the highest rated by Consumer Reports, earning a total of 80 points. The unit includes 12-year parts, labor and compressor warranty.

Below is a summary of the bids:

<b>Contractor</b>	<b>Mini-Split Unit</b>	<b>Total</b>
Phil Carpenter's AC& Heating	Mitsubishi	\$11,099.60
Sundial Heating & Air	Mitsubishi	\$14,044.00

In comparison, competitive bids were also received for a Daikin 1.5-ton mini-split as follows:

<b>Contractor</b>	<b>Mini-Split Unit</b>	<b>Total</b>
Timberline Heating & Air	Diakin	\$ 8,903.00
Redding Heating & Air	Diakin	\$ 9,999.72
Gibson Heating & Air	Diakin	\$13,415.00

The lowest responsive, responsible bidder is Timberline Heating & Air Conditioning in the amount of \$8,903. This unit includes a 7-year coil and compressor warranty, a 7-year parts warranty and a 3-year workmanship warranty. According to the Consumer Reports, this unit was rated as fourth earning a total score of 69 in contrast to Mitsubishi earning the number one spot.

#### Recommendation

Based upon the higher Consumer Reports rating and the superior warranty, staff recommend the Board award the project to Phil Carpenter's AC & Heating in the amount of \$11,099.60 for the purchase of the Mitsubishi mini-split.

#### Attachments

- Phil Carpenter's AC & Heating proposal – Mitsubishi Mini-Split dated Jan 26, 2026
- Timberline Heating & Air – Diakin Mini-Split dated January 22, 2026



Phil Carpenter's AC & Htg

License No. 503253

P.O. BOX 492845

Redding, CA 96049

530-223-3285

dan@gopcac.com

## PROPOSAL (Option A)

### Mitsubishi 1.66 Ton MXZ Series Multi-Room Mini-Split Outdoor Heat Pump Unit

Proposal #: DB179A

Date: Jan 26, 2026

Expiration Date: Feb 25, 2026

Customer: Peters, Daniel

Installation Address:

8930 Placer Rd,

Redding, CA, 96001

Phone: 530-246-0680

Email: Dpeters@centervilleasd.com

\$	Price
\$11,099.60	
Cash Price	\$11,099.60



### Equipment Summary

#### Mitsubishi MXZ Series Multi-Room Mini-Split Outdoor Heat Pump Unit



Experience efficient whole-home comfort with multi-zone systems that can address the comfort needs of everyone and every room in your home.

Mini-Split Outdoor Unit (Heat Pump): Mitsubishi MXZ Series Multi-Room Mini-Split Outdoor Heat Pump Unit MXZ2D20NL \*  
Model #: NA

#### MSZ High-Wall



Precise, Discreet Temperature Control. Slim, wall-mounted units provide individual room comfort control. Remote operation that takes control of your comfort with wireless control options.

Mini-Split Indoor Unit: MSZ High-Wall MSZGX09NL \*  
Model #: MSZGX09NL

#### MSZ High-Wall



Precise, Discreet Temperature Control. Slim, wall-mounted units provide individual room comfort control. Remote operation that takes control of your comfort with wireless control options.

Mini-Split Indoor Unit: MSZ High-Wall MSZGX09NL \*  
Model #: MSZGX09NL



### Equipment Details

#### Mitsubishi MXZ Series Multi-Room Mini-Split Outdoor Heat Pump Unit



Mini-Split Outdoor Unit (Heat Pump) MXZ2D20NL

Manufacture Warranty

Features

12-Year Parts Warranty

12-Year Compressor Warranty

✓ Mix and Match indoor units

#### MSZ High-Wall



Mini-Split Indoor Unit MSZGX09NL

Manufacture Warranty

Features

12-Year Parts Warranty

- ✓ Dual Barrier Coating
- ✓ Econo Cool
- ✓ Electrostatic Enzyme filter
- ✓ Multiple control options including both wired and wireless controllers
- ✓ Multiple fan speed options: Low, Medium, High, Powerful, Auto
- ✓ Powerful Mode
- ✓ Quiet operation: Outdoor units are as quiet as a typical conversation, and most indoor units are whisper quiet.

- ✓ Smart Dry Mode
- ✓ Wi-Fi enabled units pair with the Comfort app for complete control over temperature, fan speeds, modes, schedules, and more.

#### MSZ High-Wall

Mini-Split Indoor Unit MSZGX09NL

##### Features

- ✓ Dual Barrier Coating
- ✓ Econo Cool
- ✓ Electrostatic Enzyme filter
- ✓ Multiple control options including both wired and wireless controllers
- ✓ Multiple fan speed options: Low, Medium, High, Powerful, Auto
- ✓ Powerful Mode
- ✓ Quiet operation: Outdoor units are as quiet as a typical conversation, and most indoor units are whisper quiet,
- ✓ Smart Dry Mode
- ✓ Wi-Fi enabled units pair with the Comfort app for complete control over temperature, fan speeds, modes, schedules, and more.

Manufacture Warranty  
12-Year Parts Warranty



#### What's Included

##### Mitsubishi MXZ Series Multi-Room Mini-Split Outdoor Heat Pump Unit

###### Material/Parts

- ✓ Disconnect
- ✓ R-454B
- ✓ Risers
- ✓ RSH-50 Surge Protector

###### Job Related Activities

- ✓ Reclaim Refrigerant
- ✓ Removal & Disposal of Equipment
- ✓ Repurpose Existing Power/ft

- ✓ 12 Year Labor Warranty on Mitsubishi

HP (Outdoor Unit)

- ✓ Warranty Registration

###### Warranty

#### MSZ High-Wall

###### Thermostat

- ✓ MHK2

- ✓ 12 Year Labor Warranty

- ✓ Warranty Registration

###### Job Related Activities

- ✓ Removal & Disposal of Equipment

###### Miscellaneous

- ✓ Utilize existing line sets and wire

###### Warranty

#### MSZ High-Wall

###### Thermostat

- ✓ MHK2

- ✓ 12 Year Labor Warranty

- ✓ Warranty Registration

###### Job Related Activities

- ✓ Removal & Disposal of Equipment

###### Miscellaneous

- ✓ Utilize existing line sets and wire

###### Warranty

#### Notes

Includes 12 Year Labor Warranty for Prevailing wage work on Mitsubishi equipment (\$760)

#### Why Us

Phil Carpenter's AC and Heating has been serving the Northern California area for two decades. PCAC is fully licensed, insured and family owned and operated. All employees are drug screened and have had a background check. All of our work is backed by a 100% customer satisfaction guarantee.

#### Company Brochure

Phil Carpenter's AC & Htg

## Terms & Conditions

I have the authority to order the above described work. It is agreed that the seller will retain title to any equipment or material furnished until full and complete payment is made, and if settlement is not made as agreed, the seller shall have the right to remove same and the seller shall be held harmless for damages resulting from the removal thereof. If this invoice is not paid within 30 days, I agree to pay 1 1/2% per month (18% annual rate) or the maximum allowed in the state of residence on the the unpaid balance. If this invoice is placed for collection I agree to pay sellers attorney fees and any court costs.

### NOTICE OF THREE-DAY RIGHT TO CANCEL

You, the Owner, have the right to cancel this Contract within three business days. You may cancel by e-mailing, mailing, faxing, or delivering a written notice to the Contractor at the Contractor's place of business by midnight of the third business day after you received a signed and dated copy of the Contract that includes this notice. Include your name, your address, and the date you received the signed copy of the Contract and this notice.

If you cancel, the contractor must return to you anything you paid within 10 days of receiving the notice of cancellation. For your part, you must make available to the Contractor at your residence, in substantially as good condition as you received them, any goods delivered to you under this Contract or sale, or, you may, if you wish, comply with the Contractors instructions on how to return the goods at the Contractors expense and risk. If you do make the goods available to the Contractor and the Contractor does not pick them up within 20 days of the date of your notice of cancellation, you may keep them without any further obligation. If you fail to make the goods available to the Contractor, or if you agree to return the goods to the Contractor and fail to do so, then you remain liable for performance of all obligations under the Contract.

By signing below you agree to terms as stated and acknowledge the Three-Day right to Cancel.





December 17, 2025

Construction Agreement  
Light Commercial

2950 INNSBRUCK DRIVE  
REDDING, CA 96003-9303  
(530) 221-2222 • FAX 221-2279  
www.TimberlineHVAC.com

This Construction Agreement is entered into by and between TIMBERLINE HEATING & AIR CONDITIONING, (Contractor) and **Centerville Water District**, (Owner) on [REDACTED] 2025.

Project address: **8930 Placer Rd., Redding, CA 96001**

Billing address: **(Same as Above)**

**You are entitled to a completely filled in copy of this agreement, signed by both you and the Contractor before any work may be started.** Notice of Cancellation may be sent to the Contractor at 2950 Innsbruck Drive, Redding, CA 96003

We propose to provide all labor, materials, equipment, supervision, and agreement administration to complete in a good workmanlike manner, installation of the following:

Agreement options:

***Carrier Performance Series 18k BTU Ductless Split High Wall System***

*Two (2) Carrier Model # 45MAHAQ09XA3, High Wall Fan Coil with multi-stage fan design for Conference room*

*One (1) Carrier Model # 37MGRQ18CA3, 1.5-ton split system heat pump inverter drive*

*Two (2) Wireless remote temperature controls*

*This system has an A.H.R.I. Certified S.E.E.R2.\* rating of 25.0, E.E.R2.\* of 15.0, and HSPF2\* of 10.5  
A.H.R.I. Certified Number: 215357433*

*Manufacturer warranty: 7-year coil and compressor, 7-year parts*

Initial here to accept: [REDACTED]

Contract price:

**\$ 8,385.00** Due upon completion of job *(amount shown is CASH discount price)*  
**\*\*Note: Prevailing wages acknowledged\*\***

\*S.E.E.R.----Seasonal Energy Efficiency Ratio (Cooling Efficiency measured at 82 degrees)

\*E.E.R.----Energy Efficiency Ratio (Cooling Efficiency measured at 95 degrees)

\*A.F.U.E.----Annual Fuel Utilization Efficiency

\*H.S.P.F.----Heating Seasonal Performance Factor (Heating Efficiency)

**Prevailing Wage Acknowledged: Yes**

**Public Works Contractor Registration # 1000005606**

The pricing in this Agreement is valid for 30 days.

**PAYMENT SCHEDULE:**

Payment in full by **cash or check** is due upon job completion.

Payment by **credit card does not qualify** for the **cash discount** Contract Price as quoted in the options above. As well as **fees may apply to quoted contract price if financed**. Initial [REDACTED]

Down payment \$ 839.00 The down payment may not exceed \$1000 or 10% of the Agreement price, whichever is less. Deposit is non-refundable 72 Hours after signed contract. (If approved for financing, down payment not required).

Initial [REDACTED]

**General Inclusions:**

1. County of Shasta Mechanical Permits
2. Remove and recycle existing equipment
3. Control wiring to new equipment
4. New fusible electrical service disconnects
5. New refrigeration lineset connections
6. Design and fabricate sheet metal as needed
7. Start up and testing of new system

**General Exclusions:**

Contractor is not responsible for the design or integrity of existing ductwork, electrical elements or any component that was not altered by Contractor during the installation process. Contractor is not responsible for existing electrical or roof sealing of existing flashings and jacks. Customer is responsible for expanding concrete pad.

**Approximate start date:** **TBD** (When materials and installers arrive at the job site.)

**Approximate completion date:** **TBD**

It is expressly stipulated and agreed that Contractor shall not be liable for any delays occasioned by acts of strikes, elements of fire or flood, inclemency of weather, acts of other contractors or any other cause beyond our control.

**The law requires that the contractor give you a notice explaining your right to cancel.**  
**The contractor has given Owner a "Notice of the Three-Day Right to Cancel"** [REDACTED]  
**Contractor License #525939**

**Documents incorporated into this Agreement:**

Finance Charge, General Liability Insurance, Notice concerning Workers' Compensation Insurance, Performance of Extra or Change Order Work, Mechanics' Lien Warning, Information about the Contractors' State License Board, Cancellation Notice (pages 1-3 attached)

The owner has the right to require the contractor to have a performance and payment bond. (Additional cost)

It is agreed that the contractor will retain title to any equipment or material furnished until final & complete payment is made, and if settlement is not made as agreed, the contractor shall have the right to remove same and the contractor will be held harmless for any damages resulting from the removal thereof.

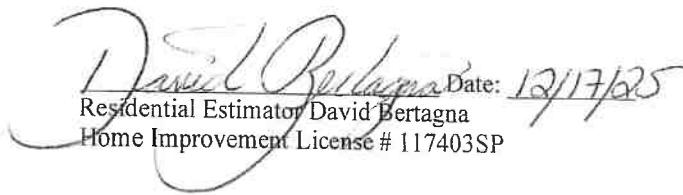
The undersigned agrees to the terms and conditions contained in this agreement and acknowledges receipt of all pages and incorporated documents.

Dave@TimberlineHVAC.com

Email: [REDACTED]

Timberline Heating & Air Conditioning:

Owner: [REDACTED]

  
Residential Estimator David Bertagna  
Home Improvement License # 117403SP

Date: 12/17/25

Signature: [REDACTED]

Date: [REDACTED]

Date also page 1



HEATING & AIR CONDITIONING



2950 Innsbruck Drive, Redding, CA  
96003

### **WHY DO BUSINESS WITH TIMBERLINE?**

**Personal Design:** Our heating and air conditioning experts have designed an installation and recommended equipment to fit your particular needs. Every job is given this individual attention.

**Quality Materials:** Only the best available equipment and materials are specified for your installation.

**Quality Workmanship:** We employ only qualified personnel, with years of experience to install the system designed for you.

**Complete Facilities:** One of the largest and best-equipped shops in the North State fabricates the specialized materials required for the installation designed for you. It is our shop, and we know that the work is turned out exactly as specified.

**Guarantee:** We guarantee each and every installation to be free of defects in materials and workmanship for a period of **THREE** full years from the date of installation. (Most, if not all, other companies stop at **ONE** year.) **All** warranties by the manufacturer are passed on to you.

**Reliability:** Your guarantee is as good as we are, and we have years of successful business history behind us. Timberline is known and respected as a leader in the field.

**Service:** We have our own service department with factory-trained personnel. These technicians are always available to handle problems should they arise. **We also offer maintenance and service contracts as a convenience to you.**

**Reasonable Cost:** You are assured of receiving full value for your investment. The design and equipment specified to meet your needs will be both economical to operate and economical to maintain. It has been recommended on the basis of the least possible initial cost to install.

**Our Promise to You:** *We're not satisfied until you are. If for any reason you believe we have not met the satisfaction standards that we promise, please tell us. Contact your estimator and he will make every effort to ensure your complete satisfaction. Because of our commitment to satisfaction, we expect to be your only total heating and air conditioning contractor, now and in the future!*

Tel: 530.221.2222      Fax: 530.221.2279  
Visit Our Web Site: [www.TimberlineHVAC.com](http://www.TimberlineHVAC.com)



## **TIMBERLINE WORKMANSHIP WARRANTY THREE (3) YEARS**

### ***Our Commitment To You***

All workmanship performed by Timberline Heating & Air Conditioning's employees is fully guaranteed for three (3) years from installation of the original work.\*

\*Parts and/or equipment are covered by manufacturer's guarantees or warranties. (Typically, one year manufacturer's warranty on labor to replace failed parts.)

### ***What We Will Do If Failure Occurs***

There will be no charge to the Customer for labor necessary to rectify any failed **Timberline** workmanship during that three (3) year period.

### ***What You Will Be Responsible For***

Proper use and maintenance of heating & air conditioning equipment.

### ***Excluded***

Failure caused by abuse or misuse of equipment by consumer, his agents or associates, vandalism, work done by other contractors, or acts of God.

***We invite you to compare this warranty. We believe it exceeds all others. Our goal is quality workmanship and excellent customer service.***

**We regard Customer Referrals as our greatest compliment**

**WE STRIVE TO DO THE RIGHT THING ALL OF THE TIME  
(EVEN WHEN NO ONE IS WATCHING)**

### **Commercial General Liability Insurance**

Contractor carries commercial general liability insurance written by HDI-Gerling America Insurance Company. You may call the insurance agent, InterWest Insurance Services at 530-222-1737 to verify the insurance coverage.

### **Workers' Compensation Insurance**

Contractor carries workers' compensation insurance for all employees.

### **Performance of Extra Work or Change Order Work**

Owner may not require Contractor to perform extra or change order work without providing written authorization prior to the commencement of any work covered by the new change order. Extra work or change order is not enforceable unless it also identifies all of the following in writing prior to the commencement of any work covered by the new change order or extra work order:

1. The scope of work encompassed by the order
2. The amount to be added or subtracted from the contract
3. The effect the order will make in the progress payments or the completion date.

Contractor's failure to comply with the requirements of this paragraph does not preclude the recovery of compensation for work performed based upon legal or equitable remedies designed to prevent unjust enrichment.

### **Mechanics Lien Warning**

Anyone who helps improve your property, but who is not paid, may record what is called a mechanics' lien on your property. A mechanics' lien is a claim, like a mortgage or home equity loan, made against your property and recorded with the county recorder. Even if you pay your contractor in full, unpaid subcontractors, suppliers and laborers who helped to improve your property may record mechanics' liens and sue you in court to foreclose the lien. If a court finds the lien is valid, you could be forced to pay twice or have a court officer sell your home to pay the lien. Liens can also affect your credit.

To preserve their right to record a lien, each subcontractor and material supplier must provide you with a document called a "20 Day Preliminary Notice". This notice is not a lien. The purpose of the notice is to let you know that the person who sends you the notice has the right to record a lien on your property if he or she is not paid.

**BE CAREFUL.** The Preliminary Notice can be sent up to 20 days after the subcontractor starts work or the supplier provides material. This can be a big problem if you pay your contractor before you have received the Preliminary Notices.

You will not get Preliminary Notices from your prime contractor or from laborers who work on your project. The law assumes that you already know they are improving your property.

**PROTECT YOURSELF FROM LIENS.** You can protect yourself from liens by getting a list from your contractor of all the subcontractors and material suppliers that work on your project. Find out from your contractor when these subcontractors started work and when these suppliers delivered goods or materials. Then wait 20 days, paying attention to the Preliminary Notices you receive.

**PAY WITH JOINT CHECKS.** One way to protect yourself is to pay with a joint check. When your contractor tells you it is time to pay for the work of a subcontractor or supplier who has provided you with a Preliminary Notice, write a joint check payable to both the contractor and the subcontractor or material supplier.

For other ways to prevent liens, visit CSLB's website at [www.cslb.ca.gov](http://www.cslb.ca.gov) or call CSLB at 800-321-2752.

**REMEMBER, IF YOU DO NOTHING, YOU RISK HAVING A LIEN PLACED ON YOUR HOME.** This can mean that you may have to pay twice or face the forced sale of your home to pay what you owe.

**Information about the Contractors' State License Board (CSLB):**

CSLB is the state consumer protection agency that licenses and regulates construction contractors. Contact CSLB for information about the licensed contractor you are considering, including information about disclosable complaints, disciplinary actions and civil judgments that are reported to CSLB. Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually 4 years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court and you may be liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractor's employees. For more information visit [www.cslb.ca.gov](http://www.cslb.ca.gov) or call 800-321-2752 or write to CSLB at PO Box 26000, Sacramento, CA 95826.

**Three Day Right to Cancel**

You the buyer have the right to cancel this agreement within three business days. You may cancel by emailing, mailing, faxing or delivering a written notice to the contractor at the contractor's place of business by midnight of the third business day after you received a signed and dated copy of the contract that includes this notice. Include your name, address and the date you received the signed copy of the contract and this notice.

If you cancel, the contractor must return to you anything you paid within 10 days of receiving the notice of cancellation. For your part, you must make available to the contractor at your residence, in substantially as good condition as you received it, any goods delivered to you under this contract or sale. Or, you may, if you wish, comply with the contractor's instructions on how to return the goods at the contractor's expense and risk. If you do make the goods available to the contractor and the contractor does not pick them up within 20 days of the date of your notice of cancellation, you may keep them without any further obligation. If you fail to make the goods available to the contractor, or if you agree to return the goods to the contractor and fail to do so, then you remain liable for performance of all obligations under the contract.

## NOTICE OF CANCELLATION

Date of Transaction: \_\_\_\_\_

If you cancel, the contractor must return to you anything you paid within 10 days of receiving the notice of cancellation. For your part, you must make available to the contractor at your residence, in substantially as good condition as you received it, any goods delivered to you under this contract or sale. Or, you may, if you wish, comply with the contractor's instructions on how to return the goods at the contractor's expense and risk.

If you do make the goods available to the contractor and the contractor does not pick them up within 20 days of the date of your notice of cancellation, you may keep them without any further obligation. If you fail to make the goods available to the contractor, or if you agree to return the goods to the contractor and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice to:

Timberline Heating & Air Conditioning, 2950 Innsbruck Drive, Redding, CA 96003

No later than midnight of \_\_\_\_\_

I hereby cancel this transaction

---

Date: \_\_\_\_\_  
(Owner signature)

# Manager's Report

1/16/2026

## Administration

<u>1 Joint Use Agreement</u>	Final draft provided to new Battalion Chief Dusty Gyves. Being reviewed by County attorney.
<u>2 Diggins - Clear Canyon</u>	Brandon Lale inquired about the waterline extension Looking to extend agreement.
<u>3 Asset Management</u>	Drafting a PRV maintenance schedule Staff is reviewing capital needs Completed field inventory of assets Completed field inventory of assets

## Committee Meetings

<u>R&amp;P Committee</u>	Future Meeting: TBD
<u>Personnel Committee</u>	Future Meeting: Feb/Mar Indoor Heat & Illness Policy Succession Planning Employee Upgrade
<u>Ordinance Committee</u>	Future Meeting: Feb/Mar Document Management Policy
<u>Finance Committee</u>	Future Meeting: Feb/Mar Asset Management Plan Clear Creek CSD invoices
<u>Public Info. Committee</u>	Future Meeting: TBD
<u>Ad Hoc - WTP Contract</u>	Mar 9th

## Operations

1. <u>Leaks</u>	Current	FYTD
<u>Mainline Leaks - Repaired</u>	0	3
<u>Service Leaks - Repaired</u>	0	8
<u>Service Lines - Replaced</u>	0	4
<u>Service Lines - Planned</u>		

<b>2</b> <u>New Meters - Installed</u>	This past month: sold to:	<b>0</b>	Fiscal Year TOTAL: Annual Projection: <b>WAC Total</b>
			1 4 0

### 3. Misc Activities

	To Date	Total
<b>Dead End Flushing/FHs</b>	20	147 of 175
<b>Tank Maintenance Program</b>	C1 Tank is scheduled for Feb 16th or 23rd	
<b>Cross Control Update</b>	Reviewing Customer Service option & Website updates James Leviness attended Backflow class Feb 2-6th	
Well on Richison Ranch	Received the well permit; advised customer of need for backflow	
<b>Pump/Motor &amp; Meter Testing</b>	Completed the week of Feb 10th	
<b>Vibration Testing</b>	Will test around Feb 19-20.	
<b>Pump Station Insulation</b>	Getting bids for attic insulation at A, A1 & C PSs	
<b>MT PS Pump 1</b>	waiting for vibration testing; will call Tetrad Solutions for alignment if needed	
<b>Water Quality Testing</b>	Disinfection By-Product testing of HAA5 and TTHMs completed	