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Planning and Steering Committee Meeting

Directors – Logan Johnston, Scott McVay
Alternate – Terry Lincoln

General Manager: Dale Mancino

August 25, 2026 at 6:00 PM: District Office Board Room

Committee Responsibility

The Board's standing Planning and Steering Committee shall be concerned with the formulation of plans and policies for arranging, realizing, and/or achieving Clear Creek CSD goals.

AGENDA

1. CALL TO ORDER

Chair McVay called the Planning and Steering Committee meeting to order at 6:00 p.m. on Tuesday, August 26, 2026.

2. ROLL CALL

Present: Director Logan Johnston, Director Scott McVay, General Manager Dale Mancino.

3. PLEDGE OF ALLEGIANCE

4. OPEN TIME/PUBLIC COMMENT: Pursuant to Gov. code S54950, persons wishing to address the Board of Directors on matters not listed on the agenda should notify the Secretary prior to the start of the meeting. To speak at this time and for any item listed on the agenda – raise your hand, and when recognized by the Chair – proceed to the podium to address the Board.

5. 10-Year Master Plan (Discussion)

General Manager Mancino presented summary notes based on the District's 2007 Master Water Plan prepared by PACE Engineering (approximately 180 pages). The 2007 plan was identified as the last completed Master Water Plan and will be used as the template and foundation for a 2026–2036 plan.

Committee discussion included the following:

• Do not produce a document that is only a Capital Improvement Plan. The Master Plan should include background, system description, demand, facilities, and funding, with a CIP as one component.

• The District cannot rely on 100 percent grant funding. The plan should state that grants will be pursued where available, but most improvements will need to be self-funded through rates and/or water sales.

• A full consultant-prepared plan was estimated at approximately $300,000 (PACE budgetary estimate). City of Shasta Lake's comparable effort was cited at a $200,000 consultant budget and a much longer document. Consensus was to complete the plan in-house using the 2007 plan, existing PACE studies, staff CIP information, and the Plan of Study, and to outsource only studies that cannot be completed internally.

• Core plan sections should include District background and service area; water supply, treatment, storage, and distribution; administrative facilities; and equipment/vehicles.

• Demand analysis should use available averages and recognize customer differences (mobile home / low-use accounts versus large agricultural customers), without making the first draft overly detailed.

• Existing materials to carry forward include the 2007 pressurization and pipe-inventory information, treatment plant rebuild study, million-gallon tank study, distribution CIP lists, and the Plan of Study. Meter sizes in the system include 5/8-inch and 3/4-inch services.

• Growth since 2007 has been modest (approximately 2,668 service units in 2006 versus closer to 3,000 now). A previously identified subdivision north of West Valley High School was not constructed.

• Additional items identified for inclusion or follow-up: storage limitations; Cloverdale / well-site tanks; Milltown Conduit condition and future interior inspection; Clear Creek crossing couplings; MCC replacement (estimated at approximately $140,000 and not immediate); cybersecurity and administrative computer needs associated with the $250,000 Cal OES cybersecurity grant; and as-built / isolation-valve mapping.

Direction to Staff: Prepare a rough-draft core structure of the 2026–2036 Master Water Plan using the 2007 PACE plan as the template, for Committee review prior to the October Board meeting.

6. Next Meeting Date

The next Planning and Steering Committee meeting was scheduled for Wednesday, October 14, 2026, at 6:00 p.m., to review the Master Plan draft before the October Board meeting.

7. ADJOURN THE MEETING

The meeting was adjourned at 6:53 p.m.