



5880 Oak Street, Anderson, CA 96007  
Phone: (530) 357-2121 Fax: (530) 357-3723

**Board of Directors: Terry Lincoln - Chair**  
**Scott McVay, Vice Chair**  
**Directors – Pam Beaver, Beverly Fickes, Logan Johnston**

**General Manager: Paul Kelley**

**REGULAR MEETING: June 19th 2024 at 6:00PM: District Office Board Room**

### **MINUTES**

- 1. CALL TO ORDER** – 6PM – *Chair Lincoln*
- 2. PLEDGE OF ALLEGIANCE** – *Led by Director Johnston*
- 3. ROLL CALL** – *Chair Lincoln, Vice-Chair McVay, Directors: Beaver, Fickes, Johnston*

*General Manager Paul Kelley*

#### **4. OPEN TIME/PUBLIC COMMENT:**

*Sandy Winter – Firewise June 27, 6pm Shasta College Speaker  
Community Foundation helping with Grant  
Fuel breaks – Strawberry Lane etc.  
No meeting July and August*

*Susan Anderson –  
In possession of the Happy Valley Farm Trails material  
Given to her by Johanna Trennery  
Still has domain name for another 1.5 years  
Tried, but covid and changes – hard to get going again  
Bringing box for the District to keep... GM Kelley took box*

*Kaitlyn Patrick – Video, didn't speak*

#### **5. CONSENT AGENDA (Action)**

The following items are expected to be routine. Any interested party may comment or request an item be removed from the consent agenda for separate discussion/action.

- a. Minutes from Meetings – Regular meeting 5/15/24, Special Meeting 6/5/24, Finance Committee 5/22/24  
Agriculture Committee 5/29/24 –  
*GM Kelley reviewed edits and modifications to the minutes – all primarily spelling errors, miss-spelled names, and update paragraph on the June 5 bank selection section.*

#### ADA Related Disabilities:

Contact the front office and speak with a Staff Member if special consideration is needed to attend any public meeting for disability related accommodations or aide is needed. Please give 72 hours - notice prior to the meeting to allow staff to meet your requests appropriately.

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- b. Paid Bills: 4/14/24 – 6/11/24
- c. Payroll: 5-9-24, 5-23-24
- d. Activity P&L Report: April and May 2024

*Dir McVay asked about the payment to CalPERS actuarial.. GM Kelley said it was a monthly payment. And asked if the line of credit paid off, GM Kelley reported – yes in May.*

*Motion to approve Consent with minutes as amended: Director Fickes, 2<sup>nd</sup> – McVay. 5-0 vote*

## **6. OLD BUSINESS/NEW BUSINESS (Discussion/Action)**

- a. O.B. – Account Reconciliation - (Discussion)  
*GM Kelley Reported little to report. Working with USBR on the billing sheets.*
- b. **6:30PM – Public Hearing** – Clear Creek CSD FY 2024-2025 Final Budget  
(Discussion/Action)

*Chair Lincoln Opened the Public hearing at 6:30pm*

*GM Kelley mentioned that the Redding record had the posted notice of public hearing set for 630pm. Then reviewed the memo – primarily reminded all that the Preliminary Draft budget was looked at by the Finance committee, the committee made recommendations and the Board held a public special meeting for community input and board review on June 5<sup>th</sup> – and that this final budget was a slight updated from that meeting (Fixing a few typos, and implemented the finance committee recommendations).*

*Also – this budget has a focus on the ongoing needs of the District and then focus on the engineering assessments needed for the Treatment plant – the tank, the survey items, the Train 6 and 4 assessment and then use the resources held in discretionary reserves to implement the fixes identified as soon as practical.*

*Also, this budget is the start of the water plan last done in 2007, as a look to get a CIP.*

*There are some needs like investment in equipment – most of the District trucks will age out at once and it would be better to start the cycle of replacement. The Dump truck needs to be assessed. Looking at converting to non-class A vehicles – mini excavator, dump trailers, vac-trailers...*

*The careful use of funds in FY24 and focus on paying the WIIN act off to convert the USBR contract into perpetuity. Those funds are more available for the coming year investments.*

*The District will continue what it started last year, and bring before the board quarterly budget to actuals, and balance sheets to stay on top of the finances, keep the community informed and make prudent decisions.*

*Director Beaver asked about the Dump Truck and liked the idea of assessing the need and getting Distribution Supervisor involved.*

*Director McVay asked about the CalPERS unfunded actuarial liability. GM Kelley replied that last year the District did not budget this amount, its budgeted for approximately last year’s amount, and still waiting to hear from CalPERS on how much it will be in FY25*

*Chair Lincoln asked the Audience if there were comments or questions. – None*

*Chair Lincoln Closed the Public Hearing*

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**Motion to Adopt FY25 Final Budget: Mcvay 2<sup>nd</sup>: Beaver 5-0 Vote**

- c. Ordinance 2024-08 – Tax Appropriations Limit (Discussion/Action)  
GM Kelley reminded the board this is an annual item from County  
Motion to approve ordinance 2024-08: McVay, 2<sup>nd</sup>: Beaver. passed 5-0 vote

**7. GENERAL MANAGERS REPORT** GM Kelley reviewed his memo and discussed the Staffing challenges and update. Pleased to announce that at the next meeting a new Administrative Assistant and Distribution Supervisor. The interim part-time has been very helpful getting standards updated, on-call procedures set, weekly workflow and other important items. The GM has also taken over posting the agendas/minutes/packets to the website. In that process, some other updates done and more interaction with the hosting company. Changed color and updated some old edits.  
Other items – In the written report.

**8. OPERATIONS REPORT** – GM Kelley updated from the written. Reminded board that the LIWHP has ended and impacted the families that need help. The numbers of delinquencies have also been updated. The Treatment update from Bill was updated and included some elements of the Train 6 and Train 4 update.

**9. STANDING COMMITTEE REPORT –**

- a. Agriculture – The Meetings listed were mentioned, Director McVay mentioned that the Ag committee volunteers were working on the Happy Valley Farmers Market. Next Ag meeting in July – on Olives and Olive Industry  
b. Finance – Finance committee met on May 22<sup>nd</sup> – on the preliminary budget. Dir McVay asked about Year-end actuals to budget – GM Kelley hoping for July but more likely August  
c. Planning/Steering – GM Kelley asked committee members to consider an August meeting as part of water plan update and framework on CIP

**10. BOARD MEMBER ITEMS** – Dir McVay mentioned Farmers Market, and nothing else

**11. CLOSED SESSION ANNOUNCEMENT: - None**

**12. ADJOURN THE MEETING – 7:04PM**

Approved: 07/17/24 Meeting



Signed:

**Secretary of the Board  
General Manager: Paul Kelley**

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