



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

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

General Manager: Paul Kelley

REGULAR MEETING: December 13th 2023 at 6:00PM: District Office Board Room

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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. 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 11/15/23
- b. Paid Bills: 11/10/23 – 12/5/23
- c. Payroll: 11-9-23, 11-22-23
- d. Activity Report: November 2023

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

- a. **O.B.** - USBR Account Reconciliation (Discussion)
- b. Bid Award: Grant Funded Backwash Ponds Repair Project (Discussion/Action)
- c. Drought and Supplemental water program (Discussion/Action)

7. GENERAL MANAGERS REPORT

8. OPERATIONS REPORT

9. STANDING COMMITTEE REPORT –

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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- a. Agriculture –
- b. Finance –
- c. Planning/Steering –

10. BOARD MEMBER ITEMS

11. CLOSED SESSION ANNOUNCEMENT:

The Board will adjourn to a closed session to discuss the following items

- A. Conference with Labor Negotiators. Government Code s. 54957.6
February 8th MOU Between District and UPEC 792 Article 25.4d
 - Designated Representatives: GM - Paul Kelley
 - Employee Organization: UPEC 792

12. ADJOURN THE MEETING

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

MEMO

Date: December 13th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: 5 – Consent Agenda (Action)

Discussion:

- 5.a – Minutes of The Meetings: Regular meeting 11/15/23
- 5.b – List of bills paid – from QuickBooks 11/10/23 – 12/05/23
- 5.c – Payroll since last meeting: 11-9-23, 11-22-23
- 5.d – Activity report – November 2023

Recommendation:

Review, Discussion and by Motion approve items 5.a through 5.d



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

General Manager: Paul Kelley

REGULAR MEETING: November 15th 2023 at 6:00PM: District Office Board Room

MINUTES

1. CALL TO ORDER- By Chair Fickes at 6pm

2. PLEDGE OF ALLEGIANCE- led by Chair Fickes.

3. ROLL CALL

Directors- Vice Chair Lincoln, Director McVay, Director Beaver, Chair Fickes, and Director Johnston.

Staff Present: General Manager Paul Kelley and Administrative Assistant Kayla Faulks

Members of the Public/Audience: District Employees, Kaitlyn Patrick, and JoAnn Blomquist. District Employees were attendance.

4. OPEN TIME/PUBLIC COMMENT: No public comment

Chair Fickes asked for a motion to add an item for discussion to move the December Regular Meeting.

Motion to approve adding the item to the Old Business/New Business: Director Lincoln. 2nd Director McVay. Motion carried with a 5-0 vote.

5. CONSENT AGENDA (Action)

General Manager Paul Kelley gave background from his memo regarding the consent agenda items.

a. Minutes from Meetings – Regular meeting 10/18/23: Committee: Finance - 10/17/23

b. Paid Bills: 10/15/23 – 11/10/23

i. General Manager Paul Kelley mentioned the 811 Locates and the cost associated with it. He also mentioned he spoke with PG&E about the locate process and the difficulties the District is experiencing with the cost and time it takes to complete the locates. Director McVay mentioned he would set up a meeting with Supervisor Kelstrom about the 811/USA locates.

ii. Chair Fickes and Directors McVay, Johnston all asked questions about various paid bills. General Manager Paul Kelley and Bookkeeper Melissa Tenney answered their questions.

c. Payroll: 10-12-23, 10-26-23

d. Activity Report: October 2023

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**Motion to approve the consent agenda as amended: Director McVay. 2nd: Director Johnston.
Motion carried with a unanimous vote. (5-0)**

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

a. **O.B. - USBR Account Reconciliation (Discussion)**

General Manager Paul Kelley gave background memo on USPF Account Reconciliation. Director McVay asked questions in regards to paying off the WIIN Act early. General Manager Paul Kelley answered.

a1. Board discussion to decide a new date for the December meeting.

Chair Fickes asked if it would cause hardship to the staff to move the date up a week. General Manager Paul Kelley answered. It was proposed to move the meeting to December 13th.

**Motion to approve and reschedule the December meeting to December 13th:
Director Beaver. 2nd: Director Lincoln. Motion carried with a unanimous vote. (5-0)**

b. Shasta LAFCO Election / Vote for Special District Representatives – (Discussion/Action)

Chair Fickes mentioned information about what she knew and liked about some of the candidates. All Directors suggested either Patricia Clarke or Fred Ryness.

Public Comment: JoAnn Blomquist spoke on this item.

Motion to vote for Fred Ryness: Director Beaver. 2nd: Director Lincoln. Motion carried with a unanimous vote with the exception of Director McVay abstaining from the decision of the candidate. (4-0-1)

c. Drought and Supplemental water program (Discussion/Action)

General Manager Paul Kelley gave background information on his memo and the draft of the program. Director McVay mentioned the work he has done on the draft. Director Lincoln suggested buying by the unit would be easier to understand for the customer. Chair Fickes suggested buying in full acre-feet since the District purchases water in full acre-feet.

General Manager Paul Kelley said he would make suggested edits and changes and bring back to board for approval.

Public Comment: Kaitlyn Patrick made a suggestion to allow purchasing of ½ acre-feet and require a 50% deposit in November/December then pay in full in January. JoAnne Blomquist asked about the meaning of “maximum amount customer willing to pay” section on the application.

There was discussion on if it would be easier to give credit on customer account if the program was not needed or if it would be best to give a refund check to the customer.

No action was taken on this item. The General Manager was directed to make some edits and changes and bring back to Board at a later date.

d. General Manager Employment Agreement Amendment I – (Discussion/Action)

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Chair Fickes paused and thanked the employees sitting in the audience for being in attendance and their hard work the prior weekend on the leak repairs. She also thanked the Administrative Assistant for keeping up and getting the meeting minutes completed in a timely manner.

Discussion for General Manager's Employment Agreement Amendment resumed. General Manager Paul Kelley gave background information on the updates/amendments. Director McVay corrects oversites.

Public Comment: Union Representative for the District Employees, Steve Allen asked about the wording "other management substantially coverage". Chair Fickes responded and said it was an oversight and needed to be changed. Steve Allen also mentioned there should be concerns with the "lifetime retiree medical coverage" wording. He suggested removing the word lifetime. Chair Fickes and other Directors agreed with the word lifetime being removed. JoAnn Blomquist asked about years of service for the General Manager to qualify for retiree medical.

Motion to approve the agreement amendment with edits discussed and authorize signatures: Director Johnston. 2nd: Director McVay. Motion carried with a unanimous vote. (5-0)

e. Update: February 3, 2023 MOU Between District & UPEC 792 – (Discussion)

General Manager Paul Kelley gave background information on what he has been working on with the actuarial.

Public Comment: Steve Allen went over the side letter provided in packet and made some clarifications to Paul's memo. JoAnn Blomquist commented on this item. Several District Employees sitting in the audience made comments on this item.

Directors discussed and asked questions about the Union's proposal. It was discussed that the Directors would like to see numbers in regards to if the District were to reimburse those current employees wishing to opt out of the OPEB. Chair Fickes gave direction to General Manager Paul Kelley to get them more information so they can respond to the Union's proposal.

7. GENERAL MANAGERS REPORT

General Manager Paul Kelley gave background on his GM memo.

8. OPERATIONS REPORT

General Manager Paul Kelley gave background on the ops report memo.

9. STANDING COMMITTEE REPORT – General Manager Paul Kelley reported on the Community Member Committee Application.

- a. Agriculture –
- b. Finance –
- c. Planning/Steering –

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10. BOARD MEMBER ITEMS

Chair Fickes mentioned that a MOU negotiating team needs to be established and should be on the next agenda. She also reported on the EAGSA meeting she attended.

Director Johnston asked for an update on the 2nd base rate for additional dwelling on properties.

Public Comment: Greg Blomquist asked about flow for flushing.

11. CLOSED SESSION ANNOUNCEMENT: (None)

12. ADJOURN THE MEETING- by Chair Fickes @ 9:05 PM

DRAFT

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2:13 PM

12/07/23

Accrual Basis

Clear Creek Community Services District

Custom Transaction Detail Report

November 9 through December 7, 2023

Type	Date	Num	Name	Memo	Amount	Balance
Nov 9 - Dec 7, 23						
Check	11/13/2023			Service Charge	-437.12	-437.12
Check	11/14/2023	EFT 5177	CalPERS 457 (Reg/Roth)	payroll deductions PP 10/27/23-11/09/23	-650.00	-1,087.12
Check	11/14/2023	EFT2227	CalPERS PEPRA/Classic	payroll deductions PP 10/27-11/09/2023	-4,152.63	-5,239.75
Check	11/14/2023	EFT 2228	CalPERS PEPRA/Classic	payroll deductions PP 10/27-11/09/23	-697.41	-5,937.16
Check	11/14/2023	ATR 7442	CCEA	payroll deductions PP 10/27/23-11/09/23	-45.00	-5,982.16
Bill Pmt -Check	11/16/2023	31488	Ability Answering & Paging Se...	05-1-8495	-394.86	-6,377.02
Bill Pmt -Check	11/16/2023	31489	Ace Hardware - Acct # 2186	2186	-14.14	-6,391.16
Bill Pmt -Check	11/16/2023	31490	Ace Hardware - Acct# 2118	2118	-114.63	-6,505.79
Bill Pmt -Check	11/16/2023	31491	Axner Excavating, Inc.	6920038	-34,673.86	-41,179.65
Bill Pmt -Check	11/16/2023	31492	Bay Alarm Company	1201366	-33.32	-41,212.97
Bill Pmt -Check	11/16/2023	31493	BigRays Auto Glass	CLEAR	-309.14	-41,522.11
Bill Pmt -Check	11/16/2023	31494	CED (Consolidated Electrical ...	KP-11984	-112.19	-41,634.30
Bill Pmt -Check	11/16/2023	31495	Cintas Corporation	22228100	-136.02	-41,770.32
Bill Pmt -Check	11/16/2023	31496	Cook Concrete Products, Inc.	SCADA Grant D2118158	-14,481.97	-56,252.29
Bill Pmt -Check	11/16/2023	31497	Fasteners Inc	373	-28.51	-56,280.80
Bill Pmt -Check	11/16/2023	31498	Ferguson Waterworks	409921	-5,841.71	-62,122.51
Bill Pmt -Check	11/16/2023	31499	Innovative Process Controls	WTP TR#4	-5,172.38	-67,294.89
Bill Pmt -Check	11/16/2023	31500	Nice Shot Investments, Inc	head lamps	-567.89	-67,862.78
Bill Pmt -Check	11/16/2023	31501	Pace Analytical Services LLC	20-100128	-1,881.09	-69,743.87
Bill Pmt -Check	11/16/2023	31502	Pace Engineering		-52,673.53	-122,417.40
Bill Pmt -Check	11/16/2023	31503	Professional Exterminator of R...	17387	-65.00	-122,482.40
Bill Pmt -Check	11/16/2023	31504	RCAC-Loan Fund (Dump Truck)	6332-CCCSO-01	-1,696.07	-124,178.47
Bill Pmt -Check	11/16/2023	31505	Chacon, Roberto.	HV/coyote repair	-31.42	-124,209.89
Bill Pmt -Check	11/16/2023	31506	Rossie Electrical Controls & C...	400	-11,443.89	-135,653.78
Bill Pmt -Check	11/16/2023	31507	SCP Distributors, LLC	970914	-175.98	-135,829.76
Bill Pmt -Check	11/16/2023	31508	Allison, Seth	olinda repair drinks for crew	-40.84	-135,870.60
Bill Pmt -Check	11/16/2023	31509	United Public Employees of C...	Union Dues	-594.00	-136,464.60
Bill Pmt -Check	11/16/2023	31510	US Bank Equipment Finance	1453267	-346.81	-136,811.41
Bill Pmt -Check	11/16/2023	31511	USA Blue Book	919740	-2,805.91	-139,617.32
Bill Pmt -Check	11/16/2023	31512	Verizon	242343122-00001	-154.92	-139,772.24
Bill Pmt -Check	11/16/2023	31513	Flowers, William	hv/coyote repair drinks	-11.71	-139,783.95
Bill Pmt -Check	11/16/2023	31514	USBR - Water Payments	14-06-200-489-A-P	-3,020.04	-142,803.99
Bill Pmt -Check	11/16/2023	31515	USBR - Water Payments	14-06-200-489-A-P	-1,956.84	-144,760.83
Bill Pmt -Check	11/17/2023	EFT mf82	AT&T	S. Booster	-5.00	-144,765.83
Bill Pmt -Check	11/17/2023	eft 7870	CalPERS PEPRA/Classic	Unfunded accrued liability	-10,969.00	-155,734.83
Bill Pmt -Check	11/17/2023	eft 3325	Guardian	Group Id 00 527706	-1,631.93	-157,366.76
Bill Pmt -Check	11/17/2023	eft 8052	TDS	530-357-2121	-355.89	-157,722.65
Bill Pmt -Check	11/17/2023	Fund Trnsfr	CCEA	reimbursement for Hurd/Coyote In repair breakfast for crew	-59.52	-157,782.17
Bill Pmt -Check	11/20/2023	eft 5301	Pacific Gas & Electric	wells 1&2	-1,681.81	-159,463.98
Bill Pmt -Check	11/20/2023	eft 6921	Pacific Gas & Electric	office and well 3	-3,789.38	-163,253.36
Check	11/29/2023	ACH 2229	CalPERS 457 (Reg/Roth)	payroll deductions PP 11/10/2023-11/23/2023	-650.00	-163,903.36
Check	11/29/2023	ATR-0929	CCEA	payroll deductions PP 11/10/2023-11/23/2023	-45.00	-163,948.36
Bill Pmt -Check	11/30/2023		AT&T	paid using credit	0.00	-163,948.36
Check	11/30/2023	EFT	CalPERS PEPRA/Classic	payroll deductions PP 11/10/2023-11/23/2023	-4,152.63	-168,100.99
Check	11/30/2023	EFT	CalPERS PEPRA/Classic	payroll deductions PP 11/10/2023-11/23/2023	-697.41	-168,798.40
Bill Pmt -Check	12/01/2023	Auto Ach	UNUM Life Insurance of Co.	Life Ins	-1,335.05	-170,133.45
Bill Pmt -Check	12/01/2023	Ach 3933	Rick Cascarina	Sept health Reimb	-230.07	-170,363.52
Bill Pmt -Check	12/01/2023	Ach 3935	Roger Schreiber	Sept health Reimb - by ACH	-137.84	-170,501.36
Check	12/01/2023	Ach5454	CalPERS OPEB	CalPERS CERBT contribution from OPEB account as of 12/31/2022	-49,810.85	-220,312.21
Nov 9 - Dec 7, 23					-220,312.21	-220,312.21

RECEIVED NOV 06 2023

BIGRAYS AUTO GLASS
1185 HARTNELL AVE. #B
REDDING, CA 96002
(530) 226-8360 / Fax (530) 226-8345
Fed. ID# 510583562

CLEAR CREEK COMMUNITY SER. DIST.
 5880 OAK ST.
 ANDERSON, CA 96007
 (530) 357-2121 Fax (530) 357-3723

Inv. #	04023146	Date	11/06/2023
Cust. #	CLEAR	Billcode	8
P.O. #		Sold By	
Fed. Tax #		Inst'l By	

GM Approval _____
 BK Initials SM
 Job/PO # Unit 10 Windshield
 Amt to Pay \$ 309.14
 GL & Dept 40535-200

POSTED

Year	2015	Make	CHEVROLET	Policy #	
Model	SILVERADO C1500	Body Style	2 DOOR STANDARD CAB	Author-ized By	
Lic. #	1441516	V.I.N.	1GCNCPEH2FZ423865	Claim #	
Home Phone	(530) 357-2121	Bus. Phone	(530) 357-3723	Damage/Cause	

Qty.	Part	Description	Block Size	List	Price	Total
1	DW02040GBYN	Windshield (Electrochromic Mirror)(slr contr)	32.5x65.7	447.15	165.00	165.00
1	LABOR	Labor 2.30 hours		100.00	100.00	
1	HAH000004	2.0 Urethane, Dam, Primer		30.00	30.00	30.00

ODOMETER: 126596

BAR NUMBER: 00265547

SPECIAL INSTRUCTIONS

"Do Not WASH vehicle for 48 hours."Tape must stay on windshield for 24 hours! A fee will be charged for any repairs made to the vehicle if the instructions are not followed. We are NOT RESPONSIBLE for any breakage that may Occur to old or brittle parts or paint that may chip in the process of installing glass, or damage that may occur during removal of tape. We are not responsible for any problems that may occur during the installing of customers parts and tinting..Must keep your receipt for any warranty work!There is no warranty on the glass itself. THERE IS NO GUARANTEES ON ANY ROCK CHIP REPAIRS. ! Not responsible for loss or damage to cars or articles left in cars in case of fire,theft or any other cause.Thank-you for choosing BIG RAY'S AUTO GLASS!

Labor	100.00
Subtotal	195.00
Tax	14.14
Total	309.14
Balance	309.14

RECEIVED BY

The glass listed has been replaced / repaired with like kind and quality to my entire satisfaction, and I authorize my Insurance Company to pay BIGRAYS AUTO GLASS directly for the glass and installation charges, or repairs.

RECEIVED NOV 06 2023

ABILITY ANSWERING/PAGING SERVICESVISIT US AT www.abilitymessaging.com
PLEASE RETURN THIS STUB WITH YOUR CHECK FOR PROPER APPLICATION TO YOUR ACCOUNTPAGING
TELEPHONE ANSWERING SERVICE
VOICEMAIL

GM Approval

BK Initials

Job/PO #

Amt to Pay \$

GL & Dept

TERMS DUE UPON RECEIPT

Please review the stated terms on the
bottom of this invoice or your executed
subscriber service agreement.ABILITY
P.O BOX 2288
BAKERSFIELD, CA 93303-2288PLEASE
REMITTO: CLEAR CREEK SERVICE DISTRICT
5880 OAK STREET
ANDERSON CA 96007-

ACCOUNT NO: 05-1-8495

INVOICE DATE: 11/09/23

AMOUNT PAID: _____

ACCOUNT NUMBER 05-1-8495 BALANCE FORWARD \$ 335.13

DATE	REFERENCE	CHARGES	CREDITS	BALANCE
10/23/23	P Payment		\$ 335.13	
11/09/23	D WAGE & BENEFIT SURCH\$	9.50		
11/09/23	B BASIC SERVICE.	\$ 97.50		
11/09/23	INBOUND CHARGES ... :	\$ 221.24		
11/09/23	OUTBOUND CHARGES .. :	\$ 52.70		
11/09/23	TXT/EMAIL/FAX:	\$ 5.22		
11/09/23	PATCH CHARGES :	\$ 8.70		

IF YOU HAVE ANY QUESTIONS, PLEASE CALL 888 225 2311
OUR FEDERAL TAX ID NUMBER IS 94-2196706

\$394.86	\$0.00	\$0.00	\$0.00	PAY THIS → AMOUNT	\$394.86
CURRENT	30-60	61-90	OVER-90		TOTAL AMOUNT DUE

TERMS: Invoices are due and payable upon presentation. Payment of the presented balance is acceptance and acknowledgment of contracted services performed and provided by Ability. Balances unpaid are subject to suspension and or termination of all contracted services after the 21st day of the invoice date. Suspension or termination of all contracted services is at Ability's discretion and does not require notice to the subscriber. Suspension or termination of services may require an additional \$50.00 reinstatement fee on all owing balances are paid and satisfied.

ADDITIONAL CHARGES: Charges other than the Basic Service are rendered during the previous billing cycle. Any dispute of the arrearage charges must be placed in writing within 30 days of these billed charges. Ability reserves the right and sole discretion to resolve any dispute of charges presented on its invoice. Any inquiry after the 30 days from the invoice date is strictly at Ability's discretion and may not alter any balances that are due by the subscriber.

TERMINATION OF SERVICES: Ability requires a written 30 day notice either mailed, emailed or faxed with receipt confirmation to its serving business office to terminate services. Any deposit, if held, is credited to the subscriber's account only after confirmation of termination. Any outstanding balances, non-payment terminations and services related terminations may forfeit the deposit in lieu of the required notice.

Source Usage Report

Report Information

Generated: 11/03/2023 08:09:04 AM by AMANDA ATKINS
 Start Time: 2023-08-01 00:00:00
 End Time: 2023-10-31 23:59:59 *3 months*
 Sites: Global
 Client Range: 8495 - 8495

Client 8495

Name: CLEAR CREEK WATER DISTRICT
 Account Number: 05-1-8495
 Billing Group: Default
 Type: Single

	In Calls	Out Calls	Check-In Calls	VM Check-In Calls	VM Time	PAA Time	AA Time	Patch Time	Agt Patch Time	Agt VM Time
Count	659	82	0	0	0	3	0	12	11	0
Time	05:52:30	01:19:46	00:00:00	00:00:00	00:00:00	00:00:35	00:00:00	00:17:43	00:04:21	00:00:00
Units	3812	841	0	0	0	6	0	181	49	0
	Call-Back Calls	Long-Dist Calls	Alpha Page	Digital Page	Fax	Email	SMS	Num SMS	SMP	SMG
Count	0	82	0	0	18	13	0	0	0	0
Time	00:00:00	01:19:46	00:00:00	00:00:00	00:18:00	00:00:19	00:00:00	00:00:00	00:00:00	00:00:00
Units	0	841	0	0	180	9	0	0	0	0
	Billable Agt Work	NonBillable Agt Work	Billable Maint	NonBillable Maint	OnCall Maint					
Count	1055	0	0	0	0					
Time	10:45:27	00:00:00	00:00:00	00:00:00	00:00:00					
Units	6930	0	0	0	0					
	Message Characters	IntelliForm Characters								
Forms	269	0								
Characters	13851	0								
Units	2419	0								
	Messages	Msgs	Locs	Msg Actns	IntelliForms	Email Resp	SMS Resp	AI Oncall	SMP Resp	SMG Resp
Count	269	1	154	18	0	0	0	0	0	0
	WEB LINK (B)	SOLICITOR CALL (B)	CANCEL CALL	LEFT COMP MSG	RELAYED (B)	HANG UP	RADIO (B)	W/C/B (B)	XB CALLS (B)	WRONG # (B)
Count	0	1	15	0	25	8	0	117	5	3
	MESG DUMP (B)	LINE CHECKS ...C/F ON	PGD W/CLR# (B)	ACTION ERRORS	Paid Time Card					
Count	0	0	0	0	0					
Totals										
	In Calls	Out Calls	Check-In Calls	VM Check-In Calls	VM Time	PAA Time	AA Time	Patch Time	Agt Patch Time	Agt VM Time
Count	659	82	0	0	0	3	0	12	11	0
Time	05:52:30	01:19:46	00:00:00	00:00:00	00:00:00	00:00:35	00:00:00	00:17:43	00:04:21	00:00:00
Units	3812	841	0	0	0	6	0	181	49	0

	Call-Back Calls	Long-Dist Calls	Alpha Page	Digital Page	Fax	Email	SMS	Num SMS	SMP	SMG
Count	0	82	0	0	18	13	0	0	0	0
Time	00:00:00	01:19:46	00:00:00	00:00:00	00:18:00	00:00:19	00:00:00	00:00:00	00:00:00	00:00:00
Units	0	841	0	0	180	9	0	0	0	0
	Billable Agt Work	NonBillable Agt Work	Maint	NonBillable Maint	OnCall Maint					
Count	1055	0	0	0	0					
Time	10:45:27	00:00:00	00:00:00	00:00:00	00:00:00					
Units	6930	0	0	0	0					
	Message Characters	IntelliForm Characters								
Count	269	0								
Chars	13851	0								
Units	2419	0								
	Messages	ifs	Locates	Message Actions	IntelliForms	Email Resp	SMS Resp	AI OnCall	SMP Resp	SMG Resp
Count	269	1	154	18	0	0	0	0	0	0

CHECK REGISTER

COMPANY BANK ACCOUNT	NAME	ID	CHECK DATE	CHECK NUMBER	DIRECT DEPOSIT AMOUNT	NEGOTIABLE CHECK AMOUNT
			11/16/23	10078	3,948.05	
			11/16/23	10079	1,834.94	
			11/16/23	10080	1,156.12	
			11/16/23	10081	1,594.78	
			11/16/23	10082	2,315.75	
			11/16/23	10083	3,183.71	
			11/16/23	10084	1,741.39	
			11/16/23	10085	1,509.03	
			11/16/23	10086	2,134.12	
			11/16/23	10087	1,953.22	
			11/16/23	10088	4,052.94	
			BANK ACCOUNT TOTAL		25,424.05	0.00
			11 Transaction(s)			
			COMPANY TOTAL		25,424.05	0.00
			11 Transaction(s)			

CHECK REGISTER

COMPANY BANK ACCOUNT	NAME	ID	CHECK DATE	CHECK NUMBER	DIRECT DEPOSIT AMOUNT	NEGOTIABLE CHECK AMOUNT
			11/30/23	10089	3,948.04	
			11/30/23	10090	1,834.70	
			11/30/23	10091	1,156.12	
			11/30/23	10092	1,594.77	
			11/30/23	10093	2,682.35	
			11/30/23	10094	4,028.24	
			11/30/23	10095	3,130.28	
			11/30/23	10096	2,258.68	
			11/30/23	10097	3,626.13	
			11/30/23	10098	2,442.98	
			11/30/23	10099	2,259.85	
			11/30/23	10100	3,161.22	
			BANK ACCOUNT TOTAL		32,123.36	0.00
			12 Transaction(s)			
			COMPANY TOTAL		32,123.36	0.00
			12 Transaction(s)			

Clear Creek Community Services District

Profit & Loss

November 2023

	Nov 23
Ordinary Income/Expense	
Income	
11000 · Revenue - Customer Accts	
11005 · Base Rate Charge	139,451.83
11010 · Domestic Water Sales	33,030.30
11020 · Agricultural Water Sales	8,830.25
11050 · Penalty-Exceeded WA Allocation	937.43
Total 11000 · Revenue - Customer Accts	182,249.81
12000 · Revenue - Water Service	
12010 · Turn On Fees	515.13
12035 · Backflow Maint Charge	400.28
12100 · Misc. Revenue	11,745.38
Total 12000 · Revenue - Water Service	12,660.79
13000 · Designated Revenue -Non Op	
13005 · Filter Plant Repayment Charge	20,132.03
13010 · Recycle Backwash Water Charge	1,706.71
13015 · State Loan Repayment Charge	3,296.74
13025 · WIIN Act Repayment Charge	5,637.11
Total 13000 · Designated Revenue -Non Op	30,772.59
15000 · Revenue - Taxes	
15005 · Taxes-General Property	46.63
Total 15000 · Revenue - Taxes	46.63
16000 · Grant Reimbursements	
16005 · D2118158 SCADA Electrical Grant	68,660.10
Total 16000 · Grant Reimbursements	68,660.10
Total Income	294,389.92
Gross Profit	294,389.92
Expense	
29000 · Supply Cost	
29005 · Water Purchase	
29010 · USBR Water Purchased	1,956.84
29015 · McConnell Water Purchased	0.00
Total 29005 · Water Purchase	1,956.84
Total 29000 · Supply Cost	1,956.84
30000 · Water Treatment Plant	
30100 · Utilities	
30105 · WTP - PGE 8185	3,181.52
30110 · Pond - PGE 3611	422.80
30115 · WTP - AT&T 2316	291.16
30120 · WTP - AT&T 1026	31.43
30125 · Internet	48.34
Total 30100 · Utilities	3,975.25
30150 · Safety Equipment & Training	
30155 · Safety Equipment - General	55.66
Total 30150 · Safety Equipment & Training	55.66
30170 · Supplies	33.41
30200 · WTP Repair & Maintenance O&M	18,703.89
30400 · Water Quality Analysis	1,273.11
30405 · Chemicals WTP	175.98

Clear Creek Community Services District

Profit & Loss

November 2023

	Nov 23
30500 · Vehicle Maintenance & Expense	
30525 · GM Truck Chev Colorado - Unit 9	4,640.40
Total 30500 · Vehicle Maintenance & Expense	4,640.40
Total 30000 · Water Treatment Plant	28,857.70
40000 · Distribution	
40200 · Utilities	
40205 · Cloverdale Rd N.Boost- PGE 4189	257.87
40210 · Clear Crk/HV - PGE 9574	60.12
Total 40200 · Utilities	317.99
40300 · Safety Equipment & Training	
40305 · Safety Equipment - General	1,716.03
Total 40300 · Safety Equipment & Training	1,716.03
40400 · Repair & Maintenance (O&M)	
40430 · Inventory/Tools	5,455.69
40400 · Repair & Maintenance (O&M) - Other	19,418.39
Total 40400 · Repair & Maintenance (O&M)	24,874.08
40500 · Vehicle Maintenance & Expense	
40535 · Chevy PU 2015 - Unit 10	309.14
40545 · Bobcat /Backhoe	1,666.04
40500 · Vehicle Maintenance & Expense - Other	14.39
Total 40500 · Vehicle Maintenance & Expense	1,989.57
Total 40000 · Distribution	28,897.67
41000 · Wells & Booster Station	
41100 · Utilities	
41105 · Wells 1 & 2 - PGE 2671	1,681.81
41110 · Well #3 - PGE 2838	2,888.08
41115 · So. Booster - AT&T 2121	5.00
41120 · So. Booster - Internet	29.00
Total 41100 · Utilities	4,603.89
41200 · Water Quality Analysis	1,632.09
Total 41000 · Wells & Booster Station	6,235.98
50000 · Adminstration/ General	
50100 · Utilities	
50105 · Oak St.- PGE 2838	901.30
50110 · 2 Outdoor Lights - PGE 3564	20.57
50120 · Verizon - On-call Cell Phone	154.92
50125 · Propane	810.07
50130 · Answering Service	394.86
50135 · Telephone - TDS	355.89
Total 50100 · Utilities	2,637.61
50200 · Office Supplies	
50205 · Janitorial supplies	145.86
50210 · Ink and Toner	50.40
50200 · Office Supplies - Other	565.54
Total 50200 · Office Supplies	761.80
50320 · Meal and Reimbursments	493.17
50330 · Bank Service Fee/Finance Charge	883.87
50500 · Special & Professional Services	
50510 · Director Fees	400.00

Clear Creek Community Services District

Profit & Loss

November 2023

	Nov 23
50515 · Server & Computer Maintenance	
50517 · Software Subscriptions	143.04
50515 · Server & Computer Maintenance - Other	540.68
Total 50515 · Server & Computer Maintenance	683.72
50525 · Engineering	3,031.00
50530 · Equipment Maintenance & Lease	346.81
50535 · Building & Ground Maint.-Office	
50536 · Waste Management	192.20
50535 · Building & Ground Maint.-Office - Other	-144.05
Total 50535 · Building & Ground Maint.-Office	48.15
Total 50500 · Special & Professional Services	4,509.68
50700 · Regulatory	
50705 · Water District Regulatory Fees	
50711 · SWRCB - CDTFA - Water Rights	20,836.11
Total 50705 · Water District Regulatory Fees	20,836.11
Total 50700 · Regulatory	20,836.11
51400 · Employee Benefits	
51405 · Guardian - Vision, Dental, Life	1,631.93
51415 · UNUM-Disability, Life, Accident	2,670.10
51435 · CalPERS Health Insurance Exp	18,469.23
51440 · CalPERS Retirement Contribution	9,700.08
51450 · Boot Allowance	100.00
51455 · Uniform Service	272.04
Total 51400 · Employee Benefits	32,843.38
51600 · Retiree Benefits	
51605 · Retiree Health Benefit - Direct	367.91
51610 · CalPERS Health Ins- Retiree	7,984.10
Total 51600 · Retiree Benefits	8,352.01
52000 · Interest Expense	
52005 · RCAC Loan Interest (dump truck)	301.16
Total 52000 · Interest Expense	301.16
53000 · Customer Accounts & Billing	
53030 · Chargebacks, NSF, Acct Refunds	7.24
Total 53000 · Customer Accounts & Billing	7.24
Total 50000 · Administration/ General	71,626.03
60000 · Payroll Expense -Salary & Wages	
60100 · Payroll Exp - Administration/GM	11,578.98
60200 · Payroll Exp - Distribution	41,636.79
60300 · Payroll Exp - Water Treatment	15,561.51
60500 · Payroll Exp - Customer Accts	13,261.12
60000 · Payroll Expense -Salary & Wages - Other	90.00
Total 60000 · Payroll Expense -Salary & Wages	82,128.40
80000 · Grants	
80010 · Backwash Pond Grant D2202015	
80011 · Engineering	22,849.25
Total 80010 · Backwash Pond Grant D2202015	22,849.25

3:41 PM

12/04/23

Accrual Basis

Clear Creek Community Services District

Profit & Loss

November 2023

	Nov 23
80020 · SCADA Electrical Grant D2118158	
80021 · Engineering	26,793.28
80022 · Materials and Equipment	8,509.38
Total 80020 · SCADA Electrical Grant D2118158	35,302.66
Total 80000 · Grants	58,151.91
Total Expense	277,854.53
Net Ordinary Income	16,535.39
Net Income	16,535.39



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

MEMO

Date: December 13th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: 6 - Old business/New Business (Discussion/Action)

Discussion:

6.a – USBR Account Reconciliation (Discussion)

The Bureau has little more to report on this issue.

Credits for this water year still tracking – as mentioned we have an updated “recap” sheet from the Bureau because the “Restoration” and “Trinity PUD” accounts are different from the water accounts and cannot have water credits attributed to them.

The Bureau also sent an updated “reconciliation” sheet to start the process of dealing with the 2020 through 2022 accounts.

Recommendation:

Review, Discussion, provide direction to GM.

Discussion/Action:

6.b – Bid Award: Grant Funded Backwash Ponds Repair Project. (Discussion / Action)

The District received a CalOES/FEMA and California Water Board grant for the Backwash Ponds Repair project. The State signed the funding agreement in April, PACE embarked on designing the project and then posted the construction for bid – due November 17th 2023. The District posted the opening for bids in the Newspaper and the bids were posted on public bidding sites.

There were three bids submitted, and opened at the PACE offices in the presence of District personnel and the PACE engineer.

PACE has reviewed the bid and provides the recommendation that the District awards the bid to the lowest responsible Bidder: Allen Gill Construction.

See item memo for more background and discussion.

Recommendation:

Review, Discussion, and by Motion to Accept and Award the Bid for the Backwash Ponds Repair Project in the amount of \$4,778,650.00 to Allen Gill Construction (with submitted sub-contractors).

Discussion/Action:

6.c – Drought and Supplemental Water Program (Discussion/Action)

The Board considered the Drought and Supplemental Water program brought forward by Director McVay in November and provided comments and edits. This is an updated version of the program with an ordinance to approve the program.

The Board can approve, or provide edits to be brought back for approval.

See the more detailed memo for the item.

Recommendation:

Review, Discussion, Approve Ordinance to implement the District Drought and Supplemental Water Program.



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

MEMO

Date: December 13th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: 6a – USBR Account Reconciliation

Discussion:

6.a –

The Bureau has little more to report on this issue.

Credits for this water year still tracking – as mentioned we have an updated “recap” sheet from the Bureau because the “Restoration” and “Trinity PUD” accounts are different from the water accounts and cannot have water credits attributed to them.

The Bureau also sent an updated “reconciliation” sheet to start the process of dealing with the 2020 through 2022 accounts.

Recommendation:

Review, Discussion, provide direction to GM.



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

MEMO

Date: December 13th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: 6b – Bid Award: Grant Funded Backwash Ponds Repair Project. (Discussion/Action)

Discussion/Action:

6b – Bid Award: Grant Funded Backwash Ponds Repair Project. (Discussion / Action)

The District has been working on the Backwash Ponds Repair Project and after the Carr fire, the project is to repair the ponds from the damage from the fire, and update them to be concrete lined for better operation and maintenance in the coming years.

The District received a CalOES/FEMA grant for \$2 Million.

The District also received a California Water Board grant for \$3,060,633

For a total “Estimated Reasonable Project Cost of \$5,064,000

Of this total project is a construction and contingency amount of \$4,295,885.

The State signed the funding agreement (D2202015) in April 2023.

PACE then embarked on designing the project meeting with stakeholders and keeping all the funding agencies informed of the progress and asking for review of the plans.

In October the District posted the construction project inviting bids – due November 17th 2023.

The District posted the invitation for bids in the Newspaper and the bids were posted on public bidding sites.

There were three bids submitted and opened at the PACE offices in the presence of District personnel (General Manager and Chief Plant operator) and the PACE engineer.

The Three bids: RTA Construction: \$5,085,000, Allen Gill Construction: \$4,778,650, MDS Engineering and Construction: \$4,952,000

Garett Hattenhauer, Senior Engineer at PACE Engineering has reviewed the bid and provided the attached letter of recommendation to the District that the District award the bid to the lowest responsible Bidder: Allen Gill Construction.

As mentioned in the letter, PACE will send the notice of award to the Contractor with an Agreement and Bond forms. Once the Contractor has signed the documents the District will sign the agreement.

One of the next steps after this award is a need for a funding amendment from the State. This is Item 4 in the schedule of work – “Final Budget Approval Package submittal” (known as an FBA) after the bid opening. The original construction estimate that was funded in the funding agreement was based on 2021/22 numbers and

now that the project has a valid construction bid with costs, PACE and the District will process an amendment to the grant for the resources a needed for the second year of the construction. The other element is finalizing the CalOES/FEMA amount in their grant award – the above number is from 2022, and CalOES has communicated an updated number based on the improved project (concrete lining), but has yet to provide the funding obligation letter.

Recommendation:

Review, Discussion, and **by Motion to Accept and Award the Bid for the Backwash Ponds Repair Project in the amount of \$4,778,650.00 to Allen Gill Construction (with submitted sub-contractors).**



December 4, 2023

0104.64

Clear Creek Community Services District (CCCSD)
Paul Kelley
5880 Oak Street
Anderson, CA 96007
paul.kelley@clearcreekcsd.org

Members of the Board:

Subject: RECOMMENDATION OF AWARD
BACKWASH PONDS REPAIR PROJECT

The bid opening for the subject project was held on November 17, 2023. PACE Engineering, Inc. (PACE) has reviewed the bids received, and enclosed is the Bid Summary.

The low bidder on the project was Allen Gill Construction, Inc. with a total bid amount of \$4,778,650.00. PACE has examined the low bidder's proposal and finds it to be correct and acceptable. On November 27, 2023, Allen Gill Construction notified PACE that two subcontractors were inadvertently not included on the List of Subcontractors included in the bid package. Allen Gill Construction provided a revised List of Subcontractors, see attached. PACE recommends the use of the revised listed subcontractors as they are more qualified for the work than Allen Gill Construction. If the revised List of Subcontractors is acceptable to the District, it is recommended that CCCSD award the Contract to Allen Gill Construction, Inc.

Once PACE is notified that the Contract has been awarded, a Notice of Award will be sent to the Contractor, together with Agreement and Bond forms. Instructions will be included for the Contractor to sign and complete the necessary documents and return them to PACE for review. PACE will then forward them to CCCSD for signature, which will constitute execution of the Contract.

Sincerely,

A handwritten signature in blue ink that reads "Garrett Hattenhauer". The signature is fluid and cursive, with the first name "Garrett" and last name "Hattenhauer" clearly distinguishable.

Garett Hattenhauer
Senior Engineer

Enclosure

c: Bill Palmaymesa, CCCSD, bill.palmaymesa@clearcreekcsd.org

M:\Jobs\0104 CCCSD\0104.64 CCCSD BW Ponds Repair Project\1_Bidding & Award\07 Award\Recommendation of Award_Ltr_0104.64.docx

BID SUMMARY



5155 Venture Parkway, Redding, CA 96002
Ph: 530.244.0202

PROJECT: Backwash Ponds Repair Project
OWNER: Clear Creek Community Services District
BID DATE: 11/17/2023
JOB NO: 104.64

BID ITEM	DESCRIPTION	QTY	UNIT	Allen Gill Construction		MDS Engineering & Const		RTA Construction	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
1	Backwash Ponds Repair and Appurtenances, complete	1	LS	\$4,487,269.00	\$4,487,269.00	\$4,842,000.00	\$4,842,000.00	\$4,930,000.00	\$4,930,000.00
2	Stormwater Pollution Prevention Plan (SWPPP) and National Pollutant Discharge Elimination System (NPDES) Permit	1	LS	\$34,499.00	\$34,499.00	\$87,000.00	\$87,000.00	\$35,000.00	\$35,000.00
3	Trench Sheet piling, Shoring, and Bracing	1	LS	\$26,159.00	\$26,159.00	\$23,000.00	\$23,000.00	\$20,000.00	\$20,000.00
4	Materials On Hand	1	LS	\$230,723.00	\$230,723.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00
TOTAL ADDITIVE BID ITEMS:					\$4,778,650.00		\$4,952,000.00		\$5,085,000.00

RANK

1

2

3

LIST OF SUBCONTRACTORS

NOTE: Contractor shall not award work valued at more than fifty percent (50%) of the Contract Price to Subcontractors without prior written approval of the Owner. Contractor shall provide all information requested below for all Subcontractors performing in excess of one-half of one percent of the total Contract.

Work to be Performed	Percent of Total Contract	Bid Quote	Subcontractor's Name, Contractor's License, and Location of Place of Business	DIR Registration No.
Electrical	0.68	\$32,500	Bullert Industrial Electric, Inc. CSLB 638113 Redding, CA	1000002059
Concrete	47	\$2,244,450	Muse Concrete Contractors CSLB 423102 Redding, CA	1000011081
Fencing and gates	1.5	\$72,140	Jefferson State Highways Inc CSLB 1055876	1000449603
Handrails, as well as, Decant and overflow valve operating systems	1.1	\$53,514	True North Constructors Inc. CSLB #1010975	1000039874

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(Add additional sheets if necessary)

BIDDER: Allen Gill Construction, Inc.

DATE: 11/17/23

104.64

00480-1



DRINKING WATER CONSTRUCTION GRANT

AGREEMENT No. D2202015

by and between

CLEAR CREEK COMMUNITY SERVICES DISTRICT ("Recipient")

AND

CALIFORNIA STATE WATER RESOURCES CONTROL BOARD ("State Water Board")

for the purpose of the

PROJECT NO. 4510016-003C and Clear Water Community Services District Backwash Ponds Repair Project ("Project")

-
- Senate Bill 129 (Stats. 2021, Ch. 69), Item 3940-106-0001 of Section 2.00 of the Budget Act of 2021, Provision 1, and State Water Board Resolution No. 2022-0041.

PROJECT FUNDING AMOUNT: \$3,060,633

GRANT COMPONENT: \$3,060,633

ESTIMATED REASONABLE PROJECT COST: \$5,064,000

ELIGIBLE WORK START DATE: APRIL 15, 2020

ELIGIBLE CONSTRUCTION START DATE: DECEMBER 20, 2022

COMPLETION OF CONSTRUCTION DATE: SEPTEMBER 30, 2025

FINAL REIMBURSEMENT REQUEST DATE: MARCH 31, 2026

RECORDS RETENTION END DATE: SEPTEMBER 30, 2061

1. The State Water Board and the Recipient mutually promise, covenant, and agree to the terms, provisions, and conditions of this Agreement, including the following Exhibits, which are attached hereto or are incorporated by reference:
 - EXHIBIT A – SCOPE OF WORK AND SCHEDULE
 - EXHIBIT B – SPECIFIC FUNDING PROVISIONS
 - EXHIBIT C – GENERAL TERMS AND CONDITIONS 2019-NOV
 - EXHIBIT D – SPECIAL CONDITIONS
2. The following documents are also incorporated by reference, as well as any documents incorporated by reference in Exhibit D:
 - the Final Plans & Specifications, which are the basis for the construction contract to be awarded by the Recipient;
 - the Drinking Water System Permit No. 4510016-003C;
3. Party Contacts during the term of this Agreement are:

State Water Board		Clear Creek Community Services District	
Section:	Division of Financial Assistance		
Name:	Judith Salazar	Name: Paul Kelley	Title: General Manager
Address:	1001 I Street, 16th Floor	Address: 5880 Oak Street	
City, State, Zip:	Sacramento, CA 95814	City, State, Zip: Anderson, CA 96007	
Phone:	(916) 445-0827	Phone (530) 357-2121	
Email:	Judith.Salazar@waterboards.ca.gov	Email: paul.kelley@clearcreekcsd.com	

Each party may change its contact upon written notice to the other party. While Party Contacts are contacts for day-to-day communications regarding Project work, the Recipient must provide official communications and notices to the Division's Deputy Director.

4. Conditions precedent to this Agreement are set forth as follows:
 - (a) The Recipient must deliver to the Division a resolution authorizing this Agreement and identifying its authorized representative by title.
 - (b) The Recipient must deliver an opinion of general counsel satisfactory to the State Water Board's counsel dated on or after the date that the Recipient signs this Agreement.
5. The Recipient represents, warrants, and commits to the following as of the Eligible Work Start Date and continuing thereafter for the term of this Agreement, which shall be at least until the Records Retention End Date:
 - (a) The Recipient agrees to comply with all terms, provisions, conditions, and commitments of this Agreement, including all incorporated documents.
 - (b) The execution and delivery of this Agreement, including all incorporated documents, has been duly authorized by the Recipient. Upon execution by both parties, this Agreement constitutes a valid and binding obligation of the Recipient, enforceable in accordance with its terms, except as such enforcement may be limited by law.
 - (c) None of the transactions contemplated by this Agreement will be or have been made with an actual intent to hinder, delay, or defraud any present or future creditors of Recipient. The

Recipient is solvent and will not be rendered insolvent by the transactions contemplated by this Agreement. The Recipient is able to pay its debts as they become due. The Recipient maintains sufficient insurance coverage considering the scope of this Agreement, including, for example but not necessarily limited to, general liability, automobile liability, workers compensation and employer liability, professional liability.

- (d) The Recipient is in compliance with all State Water Board funding agreements to which it is a party.
- 6. This Agreement, and any amendments hereto, may be executed and delivered in any number of counterparts, each of which when delivered shall be deemed to be an original, but such counterparts shall together constitute one document. The parties may sign this Agreement, and any amendments hereto, either by an electronic signature using a method approved by the State Water Board or by a physical, handwritten signature. The parties mutually agree that an electronic signature using a method approved by the State Water Board is the same as a physical, handwritten signature for the purposes of validity, enforceability, and admissibility.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CLEAR CREEK COMMUNITY SERVICES DISTRICT: STATE WATER RESOURCES CONTROL BOARD:

Paul Kelley
By: Paul Kelley (Feb 22, 2023 08:45 PST)
Name: Paul Kelley
Title: General Manager

Date: Feb 22, 2023

J. Karkoski
By: _____
Name: Joe Karkoski
Title: Deputy Director
Division of Financial Assistance

Date: Apr 11, 2023

EXHIBIT A – SCOPE OF WORK AND SCHEDULE

A.1 PROJECT PURPOSE AND DESCRIPTION.

The Project is for the benefit of the Recipient and has a Useful Life of at least 50 years. The funding under this Agreement shall be used to address the increased raw water turbidity, filtration capacity, and backwash frequency caused by the 2018 Carr Fire. The Project will substantially reduce, if not eliminate, uncontrolled percolation from the three (3) backwash recycle ponds into Clear Creek, enhance the ability to process backwash sludge, improve the resiliency of the facilities to respond to natural disasters impacting the water quality in Whiskeytown Lake, and repair damages to the supervisory control and data acquisition (SCADA) system.

A.2 SCOPE OF WORK.

The Recipient agrees to do the following:

- Replace the ineffective pond clay liner of Ponds 2 and 3 with structural concrete on the bottom and side slopes;
- Install French drains upgradient of Ponds 1, 2, and 3, and underdrains under Ponds 2 and 3, to intercept and discharge the groundwater to an existing construction ditch, which will protect the fill slopes and the concrete liner from hydrostatic pressure;
- Install overflow outlets for Ponds 1, 2, and 3, to divert water to the existing drainage ditch and to protect pond embankments;
- Restore road surfaces around the ponds, which will be damaged during the installation of the French drains, overflow outlets, and other construction activities; and
- Replace the SCADA system to allow for remote monitoring, system automation, and control.

Upon Completion of Construction, the Recipient must expeditiously initiate Project operations.

A.3 SIGNAGE

The Recipient must place a professionally prepared sign at least four feet tall by eight feet wide made of ¾ inch thick exterior grade plywood or other approved material in a prominent location on the Project site and must maintain the sign in good condition for the duration of Project implementation. The sign may include another agency's required information and must include, prominently displayed, the following disclosure statement and color logos (available from the Division):



"Funding for this project has been provided in full or in part by the Budget Act of 2021 and through an agreement with the State Water Resources Control Board."

A.4 SCHEDULE.

Failure to provide items by the due dates indicated in the table below may constitute a material violation of this Agreement. The Project Manager may adjust the dates in the "Estimated Due Date" column of this table, but Critical Due Date adjustments will require an amendment to this Agreement. The Recipient must complete and submit all work in time to be approved by the Division prior to Project Completion. As applicable for specific submittals, the Recipient must plan adequate time to solicit, receive, and address comments prior to submitting the final submittal. The Recipient must submit the final Reimbursement Request prior to the Final Reimbursement Request Date set forth on the Cover Page.

ITEM	DESCRIPTION OF SUBMITTAL	CRITICAL DUE DATE	ESTIMATED DUE DATE
SCOPE OF WORK			
1	Final Plans and Specs	N/A	3/30/2023
2	Final Bid Package Submittal	N/A	5/30/2023
3	Bid Opening	N/A	7/30/2023
4	Final Budget Approval Package Submittal	N/A	11/30/2023
5	Construction Start	N/A	5/31/2024
6	Completion of Construction	9/30/2025	N/A
REPORTING			
1	Progress Reports	Quarterly	
2	Final Project Inspection and Certification	N/A	9/30/2025
3	Project Completion Report	N/A	12/31/2025
4	As Needed Information and Reports	As Requested by Division	
BUDGET COSTS AND REIMBURSEMENT			
1	First Reimbursement Request	No later than 90 days from Agreement Execution Date	N/A
2	Reimbursement Requests	N/A	Quarterly
3	Final Reimbursement Request	3/31/2026	N/A

The Recipient must award the prime construction contract and begin construction timely. The Recipient must deliver any request for extension of the Completion of Construction Date no less than 90 days prior to the Completion of Construction Date.

The Division may require corrective work to be performed prior to Project Completion. The State Water Board is not obligated to reimburse corrective work under this Agreement.

A.5 PROGRESS REPORTS.

The Recipient must provide a progress report to the Division each quarter, beginning no later than 90 days after execution of this Agreement. The Recipient must provide a progress report with each Reimbursement Request. Failure to provide a complete and accurate progress report may result in the withholding of Project Funds, as set forth in Exhibit B. A progress report must contain the following information:

- 1) A summary of progress to date including a description of progress since the last report, percent construction complete, percent contractor invoiced, and percent schedule elapsed;
- 2) A description of compliance with environmental requirements;

- 3) A listing of change orders including amount, description of work, and change in contract amount and schedule; and
- 4) Any problems encountered, proposed resolution, schedule for resolution, and status of previous problem resolutions.

A.6 PROJECT COMPLETION REPORT.

(a) The Recipient must submit a Project Completion Report to the Division with a copy to the appropriate District Office on or before the due date established by the Division and the Recipient at the time of final project inspection. The Project Completion Report must include the following:

- i. Description of the Project,
- ii. Description of the water quality problem the Project sought to address,
- iii. Discussion of the Project's likelihood of successfully addressing that water quality problem in the future, and
- iv. Summary of compliance with applicable environmental conditions.

(b) If the Recipient fails to submit a timely Project Completion Report, the State Water Board may stop processing pending or future applications for new financial assistance, withhold reimbursements under this Agreement or other agreements, and begin administrative proceedings.

A.7 FINAL PROJECT INSPECTION AND CERTIFICATION.

Upon completion of the Project, the Recipient must provide for a final inspection and must certify that the Project has been completed in accordance with this Agreement, any final plans and specifications submitted to the State Water Board, and any amendments or modifications thereto. If the Project involves the planning, investigation, evaluation, design, or other work requiring interpretation and proper application of engineering, or other professionals, the final inspection and certification must be conducted by a California Registered Civil Engineer or other appropriate California registered professional. The results of the final inspection and certification must be submitted to the Project Manager.

EXHIBIT B – FUNDING AMOUNTS

B.1 ESTIMATED REASONABLE COST AND PROJECT FUNDS.

The estimated reasonable cost of the total Project is set forth on the Cover Page of this Agreement, and is greater than or equal to the funding anticipated to be provided by the State Water Board under this Agreement. Subject to the terms of this Agreement, the State Water Board agrees to provide Project Funds not to exceed the amount of the Project Funding Amount set forth on the Cover Page of this Agreement.

B.2 RECIPIENT CONTRIBUTIONS.

The Recipient must pay any and all costs connected with the Project including, without limitation, any and all Project Costs. If the Project Funds are not sufficient to pay the Project Costs in full, the Recipient must nonetheless complete the Project and pay that portion of the Project Costs in excess of available Project Funds, and shall not be entitled to any reimbursement therefor from the State Water Board.

B.3 VERIFIABLE DATA.

Upon request by the Division, the Recipient must submit verifiable data to support deliverables specified in the Scope of Work. The Recipient's failure to comply with this requirement may be construed as a material breach of this Agreement.

B.4 BUDGET COSTS

Estimated budget costs are contained in the Summary Project Cost Table below:

LINE ITEM	TOTAL ESTIMATED COST	PROJECT FUNDING AMOUNT
Construction	\$3,905,404	\$2,519,669
Pre-Purchased Material / Equipment	\$0	\$0
Purchase of Land / Easements	\$0	\$0
Change Order Contingency	\$390,478	\$390,478
Force Account	\$0	\$0
Allowances (Soft Costs)	\$768,118	\$150,486
TOTAL	\$5,064,000	\$3,060,633*

*The District is receiving \$1,592,739 from the Federal Emergency Management Agency (FEMA) and \$410,628 from the California Governor's Office of Emergency Services (CalOES) for a total of \$2,003,367. The Division of Financial Assistance (Division) will fund the remaining portion of the project, which is \$3,060,633. The total project cost is \$5,064,000.

The Division's Final Budget Approval and related Form 259 and Form 260 will document a more detailed budget of eligible Project Costs and Project funding amounts.

Project Costs incurred prior to July 12, 2021 are not eligible for the Grant Component under this Agreement.

The Recipient is prohibited from requesting disbursement amounts that represent Recipient's mark-ups to costs invoiced or otherwise requested by consultants or contractors.

B.5 LINE ITEM ADJUSTMENTS.

Upon written request by the Recipient, the Division may adjust the line items of the Summary Project Cost Table at the time of Division's Final Budget Approval. Upon written request by the Recipient, the Division may also adjust the line items of the Summary Project Cost Table as well as the detailed budget at the time of Recipient's submittal of its final claim. Any line item adjustments to the Summary Project Cost Table that are due to a change in scope of work will require an Agreement amendment. The sum of adjusted line items in both the Summary Project Cost Table and the detailed budget must not exceed the Project Funding Amount. The Division may also propose budget adjustments.

Under no circumstances may the sum of line items in the budget approved through the Final Budget Approval process exceed the Project Funding Amount. Any increase in the Project Funding Amount will require an Agreement amendment.

B.6 REIMBURSEMENT PROCEDURE.

Except as may be otherwise provided in this Agreement, reimbursements will be made as follows:

1. Upon execution and delivery of this Agreement by both parties, the Recipient may request immediate reimbursement of any eligible incurred planning and design allowance costs through submission to the State Water Board of the Reimbursement Request Form 260 and Form 261, or any amendment thereto, duly completed and executed. To be eligible for reimbursement, Project Costs, including planning and design allowance costs, must have been incurred in compliance with all applicable requirements, including the state and federal cross-cutting requirements listed in Exhibit D.
2. The Recipient must submit a Reimbursement Request for costs incurred prior to the date this Agreement is executed by the State Water Board no later than ninety (90) days after this Agreement is executed by the State Water Board. Late Reimbursement Requests may not be honored.
3. Additional Project Funds will be promptly disbursed to the Recipient upon receipt of Reimbursement Request Form 260 and Form 261, or any amendment thereto, duly completed and executed by the Recipient for incurred costs consistent with this Agreement, along with receipt of progress reports due under this Agreement.
4. The Recipient must not request reimbursement for any Project Cost until such cost has been incurred and is currently due and payable by the Recipient, although the actual payment of such cost by the Recipient is not required as a condition of Reimbursement Request. Supporting documentation (e.g., receipts) must be submitted with each Reimbursement Request. The amount requested for Recipient's administration costs must include a calculation formula (i.e., hours or days worked times the hourly or daily rate = total amount claimed). Reimbursement of Project Funds will be made only after receipt of a complete, adequately supported, properly documented, and accurately addressed Reimbursement Request. Upon request by the Division, supporting documents for professional and administrative services must include the employees' names, classifications, labor rates, hours worked, and descriptions of the tasks performed. Reimbursement Requests submitted without supporting documents may be wholly or partially withheld at the discretion of the Division.
5. The Recipient must spend Project Funds within 30 days of receipt. If the Recipient earns interest earned on Project Funds, it must report that interest immediately to the State Water Board. The State Water Board may deduct earned interest from future reimbursements.
6. The Recipient must not request a reimbursement unless that Project Cost is allowable, reasonable, and allocable.
7. Notwithstanding any other provision of this Agreement, no reimbursement shall be required at any time or in any manner which is in violation of or in conflict with federal or state laws, policies, or regulations.

Notwithstanding any other provision of this Agreement, the Recipient agrees that the State Water Board may retain an amount equal to ten percent (10%) of the Project Funding Amount until Project Completion. Any retained amounts due to the Recipient will be promptly disbursed to the Recipient, without interest, upon Project Completion.

Except as follows, construction costs and disbursements are not available until after the Division has approved the final budget form submitted by the Recipient. The Deputy Director of the Division may authorize the



5880 Oak Street, Anderson, CA 96007
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MEMO

Date: December 13th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: **6c – Drought and Supplemental Water Program** (Discussion/Action)

6.c – Drought and Supplemental Water Program (Discussion/Action)

The Board considered the Drought and Supplemental Water program brought forward by Director McVay in November and provided comments and edits.

This is an updated version of the program with an ordinance to approve the program.

The Board can approve or provide edits to be brought back for approval.

See the more detailed memo for the item.

Recommendation:

Review, Discussion, Approve Ordinance to implement the District Drought and Supplemental Water Program.

CLEAR CREEK COMMUNITY SERVICES DISTRICT

ORDINANCE NO. 2023-15

AN ORDINANCE BY THE BOARD OF DIRECTORS OF THE CLEAR CREEK COMMUNITY SERVICES DISTRICT ("THE DISTRICT") ESTABLISHING THE CLEAR CREEK CSD DROUGHT AND SUPPLEMENTAL WATER PROGRAM.

Whereas, the District has a valid contract with the Department of Interior, Bureau of Reclamation ("the Bureau"), for an annual surface water supply from the Central Valley Project, hereinafter referred to as the CVP, in the amount of 15,300 acre feet, subject to shortage provisions; and

Whereas, the District has a Drought Planning and Water Shortage Policy adopted in October of 2008 and revised in 2010 that describes five stages of drought restrictions based on shortage provisions from the Bureau; and

Whereas, Clear Creek CSD has experienced drought conditions multiple times over the past twenty years, the most recent being the 2020 through early 2023 drought; and

Whereas, the District has had to use Water Code sections 351 et seq and 375 et seq. as well as their Drought Planning and Water Shortage Policy to declare water shortage emergencies and in some cases specific water use restrictions or allocations for each customer; and

Whereas, the District has pursued purchasing supplemental water from outside sources like neighboring cities or foundations to supply water to its customers during these water shortage emergencies; and

Whereas, the District has investigated the use of a "Drought and Supplemental water" program for it's customers to commit to purchase and fund a supply of water for each customer use from the District, be it from outside sources or from the District wells; and

Now, therefore, be it ordained, that Clear Creek CSD has determined it would be beneficial for its customers to offer a supplemental water program during a drought that provides the customer with the option to commit to purchase and pay for a defined amount of water in the designated water year; and;

Be it further ordered, the District is hereby creating the Clear Creek CSD Drought and Supplemental water program as described in Exhibit A; and

Be it further ordered, that any and all actions, whether previously or subsequently taken by Clear Creek CSD, which are consistent with the intent and purposes of the foregoing ordinance, shall be, and hereby are, in all respects, ratified, approved and confirmed.

CERTIFICATION

I hereby certify that the foregoing is a full, true, and correct copy of an ordinance duly and regularly adopted by the Clear Creek Community Services District's Board at the meeting thereof held on December 13th 2023.

Ayes: _____ Noes: _____ Abstained: _____ Absent: _____

Beverly Fickes, Chair of the Board

Signature: _____
Paul Kelley, General Manager
And Secretary to the Board of Directors of the
Clear Creek Community Services District

Exhibit A



5880 Oak Street, Anderson, CA 96007
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DROUGHT & SUPPLEMENTAL WATER PROGRAM

The Board of Directors upon availability and price, shall purchase additional (Drought Water) to augment the allocation from the Bureau of Reclamation in drought years.

Drought Water purchases will be for the benefit of all district customers who would otherwise be subject to shortages and would be reflected in the Drought Rate for that water year.

The Board of Directors may also purchase Supplemental Water that is additional to the aforementioned Drought Water purchases. Supplemental Water will be for the benefit of those individual customers that will require a quantity of water above the forecast water supply provided by the Bureau allocation and the Drought Water purchases. Supplemental Water purchases will be servient to the Drought Water purchases being satisfied.

All expenses related to the administration, acquisition, accounting, and treatment of Supplemental Water shall be the sole responsibility of the individual Supplemental Water purchasers. The District will solicit Supplemental Water Applications during December and January and prior to soliciting Drought Water purchases. This timing for Supplemental Water Applications is necessary to allow for appropriately investigating and securing enough water to satisfy both the Drought Water needs of the District and the Supplemental Water Applications.

The Supplemental Water purchases and distribution will be accounted for separately from Drought Water. If the District secures an additional supply of water it will be distributed based on the principles set forth in this Drought and Supplemental Water Program approved by ordinance 2023-15.

- A. **Annually**, in December and January, the Board shall solicit and make available an application form for Supplemental Water. With a cost list of past water purchases for customer information of potential costs.
- B. The application will include the name and address of the applicant, the quantity of water desired, and a max price per HCF/Acre foot the applicant is willing to pay for said water.
- C. Any water user who is an account holder within the District may apply for Supplemental Water.

- D. The minimum purchase quantity will be *One-Half (1/2) Acre-Foot (218HCF(Units))* or more in $\frac{1}{2}$ AF increments. The District will round the total water volume to the nearest *acre-foot* and distribute the excess cost proportionally to all valid applicants following the successful acquisition of Supplemental Water.
- E. In order for an applicant to be considered the applicant must be eligible to receive water from the District, including having no delinquent accounts with the District, be an account holder within the District, and have an active service connection. To be considered valid, the application must be fully filled out, signed by the account holder and include a deposit as determined by the Board.
- F. The Board will determine the amount of the deposit annually.
- G. Once a deposit is submitted it is NON-REFUNDABLE, unless the District is unable to secure the supplemental water, at which time the deposit will be returned to the account holder or credited to the account holders account.
- H. If the District secures Supplemental Water at a price below the price associated with the deposit the difference will be credited to the customers account.
- I. At any time during the application request period any applicant may, in writing revise a previously submitted application for Increases Only. A revision must include the additional deposit necessary to cover the cost of the Supplemental Water. No decreases in requested quantity will be allowed. The applicant will be charged the full cost of the Supplemental Water
- J. In the event the District cannot purchase the total volume of Supplemental Water requested the District shall proportionately allocate based on the amounts requested by each applicant. Different allocations of supplemental water may take place during the year and each allocation may have a different price.
- K. Once the application is submitted and the water purchased by the District, all applicants are obligated to pay the full amount.

Any supplemental water not used by the account holder on or before the end of the water year (Feb.28th _____) - Will not be reimbursed, nor can it be carried over to the next water year.

Application for Supplemental Water

All account holders must use this application to request supplemental water for each metered service, for the water year beginning March 1st _____ (Current Year) until February 28th _____ (Next Year). The District cannot guarantee to supply the requested water but will make every effort to do so.

Key elements applicable to every application:

1. Applications must include Acre-Foot of Units the quantity, maximum price willing to pay, account number of the service, landowners signature and a deposit as determined by the Board. The remaining balance will be due within 30 days after the price per Acre-Foot/Units is determined by the Board.
2. Depending on the availability of water for purchase, supplemental water may be a onetime acquisition. The request period will close at 4:00pm on _____. Only valid applications received(not postmarked) by the closing time will be considered.
3. If the District is unable to acquire the entire quantity requested the supply will be allocated on a pro rata basis rounded to the nearest whole ½ acre foot to all eligible applicants.
4. Once the District secures the water the applicants are obligated to purchase the water. Supplemental water cannot be transferred or sold by the purchaser to any other customer or entity within or outside of the District boundaries.
5. Each applicant will be notified of their supplemental water allocation and the price of the supplemental water on or before _____

I, _____ hereby apply for the quantity of supplemental water at the price specified below. I recognize that the price I have stated represents the maximum price I am willing to pay for acquisition of supplemental water and the price does not include , any of the applicable delivery fees (ie pumping, filtration, and maintenance, administration). At the current price of _____per HCF.

I acknowledge that I have read and understand the provisions set forth in this application. Further, I acknowledge that I am aware the District has adopted policies governing various aspects of the Districts relationship with the customers and said policies may be amended or revised from time to time by the Board of Directors.

Customer Name: _____

Address: _____

Account number: _____

Email _____

Quantity Requested: _____ (in HCF)

Deposit Enclosed: (\$ _____ per HCF x Total HCF) \$ _____

Maximum price per acre foot I am willing pay, excluding District delivery fees.
\$ _____

Customer Signature

Dated



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MEMO

Date: December 13th 2023
To: Board of Directors
From: General Manager Paul Kelley
Re: 7 – General Manager Report

Report:

A quick activity report, more by the General Manager verbally at the meeting:

Starting the week of November 16, 2023

- New equipment for the District – update – looking at vac-trailer.
 - I received contacts for the primary vac-trailer suppliers and will be sending them requests.
- The CUSI – new customer database software is doing another conversion and is looking to run parallel in the coming months prior to Feb 1 go live date.
- Still looking to keep the front of the office clean up moving.
- No update on the Fire Hydrant at Igo school – County still assessing and I plan to attend Igo-Ono CSD meeting in December.
- The shut offs and delinquencies continue: and the partnership with LHWPP has been helpful
- The WTP assessment (Train 6) was done by staff and Chief Plant operator providing updates and cost estimates.
- Worked on the three grant projects: -
 - Backwash ponds – Designed and bid opening 17th November and award on this agenda, first phase of construction in mid 2024 – grant amendment underway for submission.
 - Emergency Electrical/SCADA – Conduit boxes scheduled for install first two weeks of December, then fiber cable installed. The Box, Flow meter, Valve at the Booster station installed, the and the electrical panels are being built and installed. Its going to be challenging to get this project completed by the end of the year, but we are pressing hard to do so.
 - ARPA – Agreement with County Signed, We received quotes for Meter upgrades – over 1700 registers and transponders. The cost is more than projected in December of 2022, but the grant is more and will fit into our schedule for replacements in the budget.
 - Prospective grant – EPA Water Infrastructure Resiliency grant – applied for study money to accomplish a “Wildfire and Drought Resiliency Assessment”.
- More meetings on the District’s retiree medical program – update on MOU and costs for more discussion before the next step of implementation of changes.
- Continuing to work on the “water loss” project – still gathering leak loss information and other elements to make the report as accurate as possible.
- Attended the ACWA/JPIA conference the last week of November
 - Liability (and auto insurance) programs increasing in costs – as we saw in our auto insurance bill. The Cyber liability has some updated and new programs – we will see in coming year – for training and testing our system.
 - We applied for a small risk grant for heat illness prevention.
 - Legislative and reporting changes coming – like ADU’s etc
 - Water year projections still cautiously positive.
- Other/More – Verbal



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MEMO

Date: December 13th 2023
To: Board of Directors
From: Chief Plant Operator: Bill Palmaymesa & Distribution Field Supervisor: Roberto Chacon
General Manager Paul Kelley
Re: 8 – Operation Report

Administration

Below is a snapshot of the aging report of customer accounts:

There were 79 Accounts that are 90+ days delinquent totaling \$45,967.94.
There were 135 Accounts that are 60 Days delinquent totaling \$12,249.73.
There were 273 Accounts that are 30 Days delinquent totaling \$21,790.05.

Delinquency Progress: In total for the month of November, \$13,686.82 was collected on 60+ day delinquent accounts. \$6,444.00 of that total collected was from LIHWAP payment assistance program. We have a total of 17 customer accounts on an alternative payment plan agreement which total outstanding balance for those accounts is \$20,275.71.

WTP OPERATIONS - The WTP produced 203af; Clear Creek CSD used 131AF of SW in November and 2000AF total SW for the WY23/24. Well Water Production- 0 af. McConnell – 68af (No Charge Portion) - (Palmaymesa)

- Staff has been busy with routine maintenance, monitoring and operation of the WTP. Lake water quality is steady, despite the recent storms.
- Tr#4 auto- back wash is disabled. An internal mechanism failed on a pneumatic actuator. These actuators are obsolete, and Staff is looking for replacement alternatives.
- Train#6 inspection is complete. Sand was cleaned out of the underdrain again. The filter media bed has significant depressions and cracks, indicating a broken underdrain lateral. Corrosion through the epoxy coating was discovered as well. A leaking 14" Filter Control Valve was discovered while the filter was de-watered. This filter will remain out of service until some of these issues can be addressed.
- Pond #2 is ready for sludge disposal. This can take place when the warm weather returns to dry out the pond, again.

DISTRIBUTION OPERATIONS REPORT - (Chacon)

1. The distribution crew has replaced all the end-points that we had in inventory and we are getting ready to hopefully place another order, this is going to be a long process since all of the endpoints need to be replaced.
2. All repairs have been done and almost all clean ups have also been done.
3. The Distribution crew will continue Flushing the System as soon as possible, as you all know flushing the water mains:
 - a. Verifies proper operation of the hydrants.
 - b. Evaluates the available flow to the hydrants.
 - c. Allows utilities to deliver the highest quality water possible to their customers and
 - d. Removes mineral and sediment built up from the water mains.
4. All the water samples are negative.



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MEMO

Date: December 13th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: 9 – Standing Committee Report

Report: From members of the Committees listed:

In general – the “community member” application period is open now!! (November 1 through December 20th)

Appointments in January.

Note:

9.a – Agriculture –

9.b – Finance –

9.c – Planning / Steering –