



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: October 18th 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 6/21/23, 9/20/23:
Special Meeting 8/9/23, Committee: 7/26/23, 9/12/23
- b. Paid Bills: 9/15/23 – 10/14/23
- c. Payroll: 9-14-23, 9-28-23
- d. Activity Report: September 2023

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

- a. **O.B.** - USBR Account Reconciliation (Discussion)
- b. Fiscal Year 1st Quarter Activity/P&L To Budget and Budget Adjustment – (Discussion/Action)
- c. Shasta County ARPA Grant Agreement (Discussion/Action)
- d. Water Usage Review – (Discussion)

7. GENERAL MANAGERS REPORT

8. OPERATIONS REPORT

ADA Related Disabilities:

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9. STANDING COMMITTEE REPORT –

- a. Agriculture –
- b. Finance – October 17th meeting
- c. Planning/Steering –

10. BOARD MEMBER ITEMS

11. CLOSED SESSION ANNOUNCEMENT:

The Board will adjourn to Closed Session to discuss the following item:

- a. **Public Employee, to consider performance evaluation of General Manager pursuant to GC §54957(b)(1),**

12. ADJOURN THE MEETING

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MEMO

Date: October 18th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: 5 – Consent Agenda (Action)

Discussion:

5.a – Minutes of The Regular Meeting 6/21/23 and 9/20/23

-- Minutes – Special Meeting – August 9th 2023

- Finance Committee 9/12/23

5.b – List of bills paid – from QuickBooks 9/15/23 – 10/14/23

5.c – Payroll since last meeting: 9-14-23, 9-28-23

5.d – Activity report – September 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 – Irwin Fust, Pam Beaver, Scott McVay

General Manager: Paul Kelley

REGULAR MEETING: June 21st 2023 at 6:00PM: District Office Board Room

MINUTES

- 1. CALL TO ORDER-** by Chair Fickes @ 6pm.
- 2. PLEDGE OF ALLEGIANCE-** Led by Director Lincoln.
- 3. ROLL CALL-** Director Lincoln, Director McVay, Director Beaver, Chair Fickes, Director Fust, General Manager Paul Kelley, Administrative Assistant Kayla Faulks. It was also noted that District 5 Board Supervisor, Chris Kelstrom was in attendance in the audience.
- 4. OPEN TIME/PUBLIC COMMENT:** Community Member Sandy Winters spoke about the Firewise meeting that is scheduled for June 22nd at 6pm at the community center. She also mentioned that State Farm is offering 7% discount in the Firewise area in Happy Valley. Community Member Dennis Posehn mentioned that the State Farm Regional Agent said it was initially 2% discount for property owners in the Happy Valley area. He added that the property owner would be responsible for all of the defensible space work and then the state comes out to look at the property and certifies it passes then the owner can apply for the other 5%.
- 5. CONSENT AGENDA-**
 - a. Minutes from Special Meeting: 5-3-23 Finance Committee – 3-8-23, 4-12-23
 - i. General Manager Paul Kelley mentioned that some corrections to the minutes were emailed. He said that those already got corrected when email was received. Chair Fickes pointed out that a verbatim dictation software was now being used to help edit and draft the minutes. General Manager Paul Kelley recommended each Board Member review and send any edits or corrections they find so they can be fixed.
 - b. Paid Bills: 5/12/23 – 6/15/23

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- i. General Manager Paul Kelley mentioned that at the previous month's meeting the Board requested that some back-up invoices for the bills paid to be added to the packets. So he said that the check signers are now supplied with little tags to be able to flag those to be added to the meeting packets. So, he pointed out that is one of the reasons the packet is significantly larger than in the past. Chair Fickes asked if there were other things that Aramark provided besides uniforms because Director Beaver pointed out to her that the monthly bills are nearly \$500 which calculates out to be \$6,000 per year and it is not budgeted for in the new budget. General Manager Paul Kelley mentioned that the Bookkeeper Accountant could probably explain the bill, but he was pretty sure it is around \$346 a month regularly and that bill may have included some prep charges for the new employees. General Manager Paul Kelley also mentioned to the Board that he wanted to point out a pretty significant payment to Pace Engineering. He explained that not all of that was for the grant funding projects. \$1,000 of it was for the SCADA machine, but the rest was for the grant funding costs and all of those invoices will be submitted for reimbursement. He also pointed out that the AT&T bill and that we are still working with them to get our costs reduced. He explained that Bookkeeper Accountant Melissa Tenney was able to get in contact with our representative with AT&T and they are going to do a forensic on the District's bill to make sure we are getting billed correctly and also look into extending the reduced amount that Director McVay had gotten. Director McVay mentioned that he flagged the PG&E bills to be added to the packet to discuss the significant demand charge. General Manager Paul Kelley explained that the main charges are for both agricultural and business wells as they charge to have the power available and ready when we click on the wells. They base the demand charge on a kilowatt calculation. He reported that he has been in contact with PG&E for the past couple days and tried to figure out a bunch of calculations. He added that PG&E said they would get back to him on this. Director McVay asked that we find out if we could use the disadvantaged status to lower that cost from PG&E. He also asked if there was a way to not have the standby for the three wells all separately and if it was possible to have a transfer switch and only have enough power to run a well. He said he believed this would save the District about \$2,000 a month. General Manager Paul Kelley answered saying he would check into it, but he wasn't sure it would be possible to not have standby charges for all 3 wells. He also mentioned that one thing to consider is that one of our accounts is an agricultural account and the other is considered a business account so that was something else he said needed to be figured out. Director McVay commented that the Ferguson invoice and why he tagged it to be in the packet was for informational purposes to see what the District is up against. He said he assumed the invoice was for restocking of repair materials. He then mentioned he wanted to clarify that the Aramark invoice was for the cleaning of rented pants. Not pants that were purchased then sent for cleaning. He asked if

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the staff could look into a different way of doing this. He suggested a uniform allowance to be discussed at the next MOU negotiations. For the Computer Logistics invoice he wanted to clarify that the District has 12 workstations that we are being charged monthly for. General Manager Paul Kelley responded saying that the count is 12 because we have the cccsd@clearcreekcsd.org email that is the general email address given to customers so that all office staff will get the emails. As well and the invoices email alias. He added that there is a training computer that is used by the volunteer and employees to access when needing to complete trainings. General Manager Paul Kelley explained that in the past the District had multiple different family plans for subscriptions which cost more than what the District is not paying having it all in one spot. He also mentioned this is a more secure system. Chair Fickes expressed her concern with the Alisa Scholberg invoice and it does not include the hours spent on items for us on the invoice. Director McVay continued with his concerns and one was the Costco invoice including coffee. He asked if the District was buying coffee for the employees. General Manager Paul Kelley responded saying that those that were ordering mistakenly ordered with District card. He also added that for the last 6 months he had purchased the coffee for the office at his own expense so going forward the Bookkeeper will make sure that it is being purchased by the employees themselves. Director Lincoln commented that the paper towels on that same invoice should have been taken out of the petty cash so that there was no shipping charges. Chair Fickes argued that it would be cost effective or proper use of employee's time to use petty cash and go into the store for the purchase to save \$6.00 in shipping. Director McVay then mentioned that the AT&T bill for the Water Treatment Plant, he had discussed with the Chief Plant Operator that AT&T is still supporting the line. But to his understanding we would be losing the internet fairly soon. General Manager Paul Kelley acknowledged that this was another reason to reach out to AT&T. Director McVay moved on to explain the reason he wanted to include the US Bank equipment financing invoice. It highlighted the overuse charge of \$740. He explained that the District pays a monthly fee and if we go beyond that number of copies, we get charged per copy. He also asked what the damage surcharge of \$44.00 was. Chair Fickes suggested that this was most likely a regular fee, like insurance, in case something gets broken. General Manager Paul Kelley added that the agreement for the copier machine is on his list of items to look at and see what can be renegotiated. Director Fust asked if this copier machine is the one that the invoices are printed off. General Manager Paul Kelley answered that yes, as well as the monthly billing statements so once we find a mail house to take that over, we will not use as much printing/copying. Director McVay asked about the new billing software we were looking into and if there were advantages of reports and things for tracking delinquent customers and that he wondered if the switch to the new software would process delinquent notices and shut off notices more efficiently to

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where it might not be needed to switch the Account Clerk position to full-time. General Manager Paul Kelley said even if the new software has an easier and efficient way of handling the shut off and delinquent notices, you still going to need someone to print and actually process them. Director McVay said he was looking for a fiscal impact and justification if we are going ahead with the new software, then do we want to also take on the additional \$18,000 in other things like employee benefits. He explained he just wanted to look at this from a business standpoint on which way to go. General Manager Paul Kelley stated that in his opinion the case was made at the previous meeting so it was included in the final budget. Director Beaver asked how long before we could get into a new billing software. General Manager Paul Kelley responded saying it would take a few months at least. Chair Fickes then asked that since 45 minutes of the meeting already lapsed that they needed to move on to the activity reports.

c. Payroll: 5-11-23, 5-25-23, 6-8-23

- i. General Manager Paul Kelley mentioned that included in the payroll was an extra payment that was authorized by the Board in 2022 to back pay the difference in pay that the Chief Plant Operator should have received for the difference in pay while he was the Interim General Manager. He explained that Bill preferred that to be a one-time payment and it be put into his deferred comp. He added that since the deferred comp was now set up that payment can be made. This was identified in the payroll liabilities.

d. Activity Reports: May 2023

- i. Director Fust commented that the \$107,621 in base rates that was collected equaled about 75% of the customers paid from his calculations. He said that we needed to do better and get that percentage up. Director McVay asked about line item 50110 which was the PG&E bill for 2 outdoor lights in the amount of \$956 and why is it so high. General Manager Paul Kelley answered saying he thought that might be for 2 months. Chair Fickes said that is still pretty high for two outdoor lights. General Manager Paul Kelley stated that he believes it was misnamed in the activity report and it may include the office on that bill, not just the 2 outdoor lights. Director McVay then mentioned line item 52005 Dump Truck Interest in the amount of \$363 and asked if the interest is there where is the principal at on the activity reports for this. General Manager Paul Kelley said he would check with Melissa because he wasn't sure where exactly it was accounted for. Then Director McVay asked about the line item 29005 Water Purchase, but then remembered it was for the McConnell water. General Manager Paul Kelley confirmed that yes, it was for the 50af for June that was paid in May. Director Fust questioned what the -\$538,000 was under the payroll expenses. General Manager Paul Kelley responded saying that previously there was one line item that had all salary, wages, and payroll expenses in one lump. He continued to explain that now it is all broken out into divisions/departments to

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better represent how much expenses are in each department. So that \$538,000 was redistributed to each individual department. Chair Fickes then mentioned that she noticed that line item 22305 was the property taxes payment of \$168,000. General Manager Paul Kelley stated that was after the April 10th deadline. Chair Fickes then explained that the property taxes should not be considered as normal income and if you take that away then it was a \$14,000 deficit for the month of May. She then asked what the anomaly for the month of May was. Director McVay answered that part of it was the 75% collection of customer payments. General Manager Paul Kelley agreed that yes, that was part of it. But also, the engineering payment played a part and the PG&E bills for the wells being \$2,000, \$3,000 and \$5,000 would be those anomalies. Director McVay asked if the pace engineering invoices were for the SCADA Grant and will eventually get reimbursed. General Manager Paul Kelley said yes not a total loss of income and will be reimbursed at a later date. He then explained that for the other grant project for the recycled backwash pond, the citizen's committee and the District was wise enough to put on a \$0.38 fee per customer that equates to \$11,000 which only covers the principal of the loan. He continued that the interest is around \$6,000, so he suggested that in the future we have to figure out how to account for that. Director Beaver suggested that if the backwash project is costing more then the fee would need to be raised when the time comes to adjust the rates.

- ii. Community Member Kaitlyn Patrick asked to go back and discuss the AT&T bill and the possibility to ask AT&T if they would give some sort of credit for not identifying the account as a public agency. Director McVay stated that in the past when they worked on fixing something else with the account, they made retroactive credits so he didn't see why they wouldn't in this situation.

Director McVay made the motion to approve the consent agenda with the minutes as amended. Director Beaver 2nd the motion. Motion carried with 4 ayes and 1 abstention. Director Fust abstained from the minutes due to him not being in attendance for any of the meetings the minutes were for.

6. OLD BUSINESS/NEW BUSINESS

- a. **O.B. - USBR Account Reconciliation**
 - i. Nothing new was reported at this meeting.
- b. **6:30PM – Public Hearing** – Clear Creek CSD FY 2023-2024 Final Budget
 - i. Chair Fickes opened the public hearing for the Clear Creek CSD FY 2023-24 final budget at 7:01pm.
 - ii. General Manager Paul Kelley explained that he had taken the comments and suggestions from the last meeting on 6/7/2023 and made the edits such as removing the item for other potential projects, removing the

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mention of the salaries in the divisions as payroll is all accounted for in its own section of the budget. He also reminded the Board that we need to pay off the WIIN Act early, so we have basically been borrowing against our operating funds to do that. He continued to explain that it is a little over \$50,000 a year that the District is collecting from customers through their added fees goes into a reserve account that will pay off that operating loan over a 13-year period of time. That reserve is recognized in the new budget. He mentioned that in the past the District's budget was just a spreadsheet which didn't do the District justice and doesn't explain everything enough for the community to understand so he said he put together along with the budget itself a introduction to the District such as history, the board members, and the treatment and distribution sections in our financial sources of supply. Also included is an organizational chart and explanations of where our revenue comes from. He mentioned that he also added some non-budgetary information such as the grants. After General Manager Paul Kelley gave his background on the item he asked for the Board to make any comments or ask questions. Director Fust commented that he thought it was wonderful and a great idea to include the introductory information. He suggested handing it out to all new customers. Director Lincoln asked about the 40480 capital projects and how it says tracking expenses in the narrative. He asked if we were hiring someone to track. General Manager Paul Kelley answered saying that no, it is not for hiring someone to track the capital projects, it is a line item to track work that is done on certain projects. He continued to explain, otherwise all the expenses for the distribution and treatment plant rehab projects would be lumped into some other expense categories. Director McVay added that it's just a way to track those expenditures that are for those specific projects. Director Lincoln then asked what the 50500 HR services line item was for. General Manager Paul Kelley responded saying it was for a company called Regional Government Services and they are a consulting company to help Kayla with HR policies and the framework of the HR Handbook. He continued to explain they are also helping with a review of our payroll procedures and making suggestions on that. Director McVay asked if there was an account that could be created for the Directors to donate their pay into if they choose. It would be used to help the community. General Manager Paul Kelley stated that he would talk to Melissa and see if this is something like a reserve account she could set up for this purpose. Director McVay asked for an explanation of the use of reserves totaling \$150,000. General Manager Paul Kelley stated it was

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\$50,000 from the WIIN Act reserves for operating and \$100,000 from the penalties reserve to operate. Chair Fickes then opened up the public hearing for public comments. Community Member Kaitlyn Patrick commented that she appreciated the notations of the categories and said that the budget is readable for someone that isn't familiar with budgets and how they are supposed to look. General Manager Paul Kelley thanked the Finance Committee for helping get this final budget in front of the full Board. And he also mentioned he plans to have a quarterly review of the budget vs actuals.

- iii. Chair Fickes closed the public hearing and asked for a motion to be made.

Director Fust made the motion to approve the 2023-24 Budget. Director Lincoln 2nd the motion. Motion carried with a 5-0 vote.

- c. Tax Appropriations Limit Ordinance 2023-09 (Discussion/Action)
 - i. General Manager Paul Kelley explained that this is an annual item that the District has to do since the District receives property taxes. He explained that he included the controller's letter related to the CPI for land and other things. He mentioned that they did the calculations for the ordinance 2023-09.

Director McVay made the motion to approve the appropriations limit ordinance 2023-09. Director Fust 2nd the motion. Motion carried with a 5-0 vote.

- d. Shasta County Grand Jury Report on CCCSD (Discussion)
 - i. General Manager Paul Kelley gave an introduction to the Grand Jury Report. He explained that in the report were 8 findings, 3 commendations, and 7 recommendations. He mentioned that he had put a draft response letter from the board to the Shasta County Grand Jury for the board to consider and provide any edits. He suggested that we agree with all their findings and would thank them for the commendations and agree with their recommendations as we've either already done them or are going to do them. Chair Fickes thanks General Manager Paul Kelley for formatting and making it easy for the board to make some discussions regarding it. She then went through each item one by one and asked if there were any comments or suggested edits. F1- all were good with Paul's suggestion. F2- Chair Fickes asked General Manager Paul Kelley why he partially agreed with the finding. General Manager Paul Kelley responded saying that it gave the Board an option to provide a different response, but also because the board didn't completely fail since the board looked at the policies back in January of 2022. Director Lincoln suggested that it say that the

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board didn't approve the policy but were working and are still working on that policy. He also suggested that it was changed from partially agreed to agreed wholly. All the other Directors agreed to the changes.

F3- General Manager Paul Kelley suggested that we partially disagree with this finding. He explained the reason for partially disagreeing is because the board turnover impacted the Finance Committee and as the Grand Jury reported there was turnover, yet they did meet twice in late 2021 and four times in 2022. In his opinion he said that yes, they failed to meet consistently, but they did meet. Chair Fickes explained that prior to 2021 when they met, they didn't notice or follow any of the Brown Act guidelines. They didn't let the public know and they didn't post it. Director Beaver suggested that the response say that we agree until 2021 when the board began to meet on finance meetings. Director Lincoln suggested that the response should say exactly what the response was to F2 that we are working on administrative policies, and this will be addressed when we approve the administrative policies. General Manager Paul Kelley asked if the board wanted it to say that the Board agrees with the finding or disagrees with the finding. All Directors said they wanted it to say they agreed with the findings. Community Member Sarah [REDACTED] recommended that for all the findings the District says they agree because all these findings were everything that the community complained about because they were not doing what they should have been doing. She acknowledged that the District is now starting to routinely do all the things they should have been doing, but to say partially agreed, she didn't think that was appropriate and it should be fully agreed with the Grand Jury's finding.

F4- Director Lincoln suggested that it say the same thing as the previous finding's responses, that the Board fully agrees with the finding and that they are working on the administrative policy. Director McVay expressed some confusion that the Planning and Steering committee oversaw the reserve accounts and wondered why it wasn't the Finance Committee. General Manager Paul Kelley stated that in the past, most of the reserves were for capital improvements so that is why the Planning and Steering Committee were overseeing those.

F5- All agreed to leave the response General Manager Paul Kelley suggested for this finding. But Director Lincoln did ask that the verbiage be added that stated that the Board is reviewing and making changes to the policies.

F6- All agreed with General Manager Paul Kelley's suggested response to this finding.

F7- All agreed with General Manager Paul Kelley's suggested response to this finding.

F8- All agreed with General Manager Paul Kelley's suggested response to this finding, but Director Lincoln did suggest that

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the District did get a new auditor to be added so it shows that they are being proactive. General Manager Paul Kelley suggested an edit and for the response to this item say that starting with the FY20-21 audit, the District changed its historic agent. He also suggested that it say that the new auditor will review and correctly implement the audit differences and will report to the Board. All Directors agree with these suggested edits. Chair Fickes then moved on to the commendations and read them for all to hear. She asked if anyone had a problem with any of the 3 responses for the commendations. Director Lincoln expressed his disapproval of the response for the commendation of the Happy Valley Community Committee only having one sentence and the commendation response for the Interim Manager and thanking them for staying. He said that in his opinion they didn't do a whole lot and said that the Interim General Manager was part of the problem to begin with. He continued to say that he didn't mind that the Interim Manager's name was in the response but did not feel that the Distribution Supervisor and other staff should be mentioned. Chair Fickes asked that the Board take the responses for the commendations home as homework and come up with that works for everyone and send it to her so they can get a workable response that everyone likes, and she will forward it to Paul. Chair Fickes then moved on to the recommendations. R1- All agreed with General Manager Paul Kelley's suggested response. R2- Chair Fickes expressed her concern with including that the Personnel Committee was being eliminated. She mentioned that the Board should still have some oversight due to what has happened with the previous General Manager. Director Lincoln added that the Personnel Committee has not been eliminated yet, and it's still in discussion. Director Beaver suggested that all but the last paragraph should be removed, and it would be a good response. Chair Fickes suggested that it be included that the administrative policy is being worked on. R3- All agreed General Manager Paul Kelley's response was good. The only concern was that they may not get volunteers by the 31st of December. R4- All Directors agreed with General Manager Paul Kelley's suggested response. R5- All Directors agreed with General Manager Paul Kelley's suggested response. R6- Chair Fickes expressed some concern with the suggested response to this item as it related to a finding in the Grand Jury report that mentioned the board did not review the budget to actuals monthly. The suggested response to R6 was that the Budget vs Actuals would be reviewed quarterly. General Manager Paul Kelley clarified that it was not in the Grand Jury's recommendation to have monthly reviews. It was

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decided to leave the suggested response. R7- All agreed with General Manager Paul Kelley's suggested response.

- ii. In conclusion to this item, it was agreed that the board would work on suggestions for responses to C1, C2, and C3. The finalized draft would then be brought to the board at the July meeting so it can be approved and sent off to the Grand Jury.

7. GENERAL MANAGERS REPORT

- a. General Manager Paul Kelley reported that the implementation of the new rates has taken place. He also reported that the District is now fully staffed and mentioned the two new hires that started. He explained there are 3 grant projects and that him and the staff had 2 meetings with PACE to check on the Board approved "Emergency Electrical/SCADA repairs for the Wells. General Manager Paul Kelley reported that PACE would be ordering the materials from the electrician as they complete the electrical design. He also reported on the Distribution improvement grant application and that it was still in review and routing through management. He then mentioned that the District will be moving forward with a mail house in Anderson to handle the printing of billing statements and mailing of those statements.

8. OPERATIONS REPORT

- a. Administration- General Manager Paul Kelley acknowledged and thanked Administrative Assistant Kayla Faulks for getting the District signed up to participate in the LIHWAP Assistance program to help our customers that have financial hardship. He mentioned that because of that we have received two checks paying on customer accounts that had high balances.
- b. Treatment Plant- General Manager Paul Kelley reported that the Water Treatment Plant produced 287af of water and Clear Creek used 176af of that amount. The rest was billed to Centerville. He reported that the staff plan to replace another actuator in the near future.
- c. Distribution- General Manager Paul Kelley reported on the breaks that had been happening in the District. He also mentioned the new Distribution Operator that was hired, and that the new operator has the ability to run heavy equipment although it is not a requirement in the job description.
- d. Director Pam Beaver asked if Centerville was caught up on all their bills. General Manager Paul Kelley answered that we are current with Centerville.

9. STANDING COMMITTEE REPORT –

- a. Finance- General Manager Paul Kelley reported that there was a Special Meeting on June 7th that was a focus of the Finance Committee regarding the budget.
- b. Personnel- Nothing reported.
- c. Agriculture- Director Scott McVay mentioned he was planning to have an Ag meeting in July.

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- d. Planning/Steering- General Manager Paul Kelley mentioned that a planning and steering meeting would need to be when Emily, the volunteer returned and could work on more policies.
- e. EAGSA- Director Scott McVay reported that the results of the first round of funding were completed, and they had a score sheet that the output possible 28 points. Anyone that scored 25 or higher got funded into their groundwater sustainability agency. He continued to explain that we only scored 24, so there is a second round of funding he believed we could try for.

10. BOARD MEMBER ITEMS

- a. Director Pam Beaver asked that the website be looked at and that it needed to be worked on to make it easier to navigate. Director Fust commented that he was glad to see that the staff is looking to improve the collection rate. Chair Fickes asked for the timeframe on Shannan to go full-time. General Manager Paul Kelley responded that it is probably going to take a month or more.

11. CLOSED SESSION ANNOUNCEMENT: - None This Meeting

12. ADJOURN THE MEETING- @ 8:48 PM

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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: September 20th 2023 at 6:00PM: District Office Board Room

MINUTES

1. CALL TO ORDER- By Chair Fickes @ 6PM

2. PLEDGE OF ALLEGIANCE- Led by Director McVay

3. ROLL CALL- Chair Fickes called the roll:

Present- Chair Fickes and Directors- McVay, Beaver, Johnston.

Absent- Vice-Chair Lincoln

Staff in attendance- GM Kelley and Administrative Assistant Kayla Faulks.

4. OPEN TIME/PUBLIC COMMENT:

Sandy Winters- reported on Firewise and mentioned that Firewise is putting on a Fun Festival in Palo Cedro.

5. CONSENT AGENDA (Action)

- a. Minutes from Meetings – Special Meeting 6/7/23. Regular meetings: 07/21/23, 8/30/23
- b. Paid Bills: 8/15/23 – 9/14/23
- c. Payroll: 8-17-23, 8-31-23
- d. Activity Report: August 2023

GM Kelley reviewed his memo for the consent agenda. He mentioned that there are verbatim and action minutes, activity reports show extra base rates due to delinquent accounts paying off balances, and explained where he and the Bookkeeper are at by showing/reporting expense to reserves. The Board asked questions and gave directions to the GM. Public Comment: Sandy Winters commented on items discussed in the Consent Agenda.

Motion to accept consent agenda: Director McVay. 2nd: Director Johnston. Passed unanimously (4-0-1)

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

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

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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GM Kelley told the Board there was nothing new to report on this item. He did report that the WIIN Act is getting close to being paid off.

b. Appointments to District Committees (Discussion/Action)

GM Kelley explained that since there are new members on the Board some Committee Assignment changes need to be made. The Board made suggestions of the changes to Committee Assignments.

Motion to approve the Committee Assignments: Director McVay. 2nd: Director Beaver. Passed unanimously (4-0-1).

c. Audit Report and Auditor Planning Letter – OPEB GASB 75 – (Discussion)

GM Kelley reviewed his memo background and mentioned that the current MOU states there would be a fix to the OPEB. He explained alternatives that he was working on.

No action was taken for this item.

d. Customer Protest of Base Rate - (Discussion/Action)

GM Kelley gave background and asked Customer Bagnaschi, that was in the audience, to speak to the Board regarding his concern. The Board discussed the customers' concern and asked for the customer to speak. He was thanked for being honest and bringing his concern to the Board.

Motion to remove 2nd base rate immediately from Customer Bagnaschi's bill and to give the GM the authority to handle base rate protests on a case by case basis going forward: Director McVay. 2nd: Director Johnston. Passed unanimously (4-0-1)

e. Water Usage & Revenue & Rate Ordinance Review – (Discussion)

GM Kelley reviewed memo on water analysis he has been working on. The Board asked questions and provided suggestions. Public Comment: Sandy Winters commented on the water loss.

No action was taken on this item.

f. Grants Update – (Discussion)

GM Kelley gave update on all the grants that are currently active and ones he is working on.

No action was taken on this item.

7. GENERAL MANAGERS REPORT

GM Kelley reviewed his memo. The Board asked questions.

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8. OPERATIONS REPORT

GM Kelley reviewed his memo on the operations report.

9. STANDING COMMITTEE REPORT –

- a. Agriculture – Director McVay reported on Ag Committee and potential grant money.
- b. Finance – GM Kelley reported on the 9/12/2023 Finance Committee Meeting.
- c. Planning/Steering – Nothing reported.

10. BOARD MEMBER ITEMS

Director McVay reported on EAGSA. Chair Fickes reported the LAFCO meeting on October 5th.

11. CLOSED SESSION ANNOUNCEMENT:

The Board will adjourn to Closed Session to discuss the following item:

- a. **Public Employee, to consider performance evaluation of General Manager pursuant to GC §54957(b)(1),**

12. ADJOURN THE MEETING- Chair Fickes adjourned the regular meeting @ 8:16 PM to closed session.

Closed session adjourned at 9:38 PM.

ADA Related Disabilities:

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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, Vacant, Scott McVay

General Manager: Paul Kelley

**SPECIAL MEETING: August 9th 2023 at 6:00PM: District Office Board Room
For Planning and Steering Committee Items**

MINUTES

1. CALL TO ORDER- by Chair Fickes @ 6PM

2. PLEDGE OF ALLEGIANCE- Led by Director McVay

3. ROLL CALL- Roll called by Chair Fickes.

Present: Chair Fickes, Vice-Chair Lincoln, and Directors McVay & Beaver.

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

4. OPEN TIME/PUBLIC COMMENT:

Speaker: Emily Rankin gave summary of items worked on that will later be discussed in the meeting.

5. CONSENT – NONE

6. OLD BUSINESS/NEW BUSINESS

a. Policies and Procedures:

i. General Administrative Policy (Discussion/Action)

GM Kelley provided background and update from memo, the Board provided comments and suggested edits. Public Comment: Emily Rankin provided comments and suggestions to edits.

Motion to approve the General Administrative Policy as amended:

Director Beaver.

2nd: Director McVay.

Passed unanimously (4-0)

ii. Procurement, Competitive Bidding and Emergency Contracting Policy
(Discussion/Action)

GM Kelley reviewed the memo, the Board provided comments and suggestions of edits. Public Comment: Emily Rankin provided recommendations on this policy.

ADA Related Disabilities:

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iii. Board of Directors Compensation & Expense Reimbursement Policy (Discussion/Action)

Gm Kelley gave background of his memo for this item, and the Board provided suggestions. Public Comment: Emily Rankin provided comments and suggestions of edits.

The action for this item was to bring the policy back to the Board with an ordinance since it was previously approved with an ordinance in the past.

iv. General Manager Reimbursement Policy (Discussion/Action)

GM Kelley reviewed his background memo. Public Comment: Emily Rankin provided comments and suggestions of edits.

Motion to approve as amended made by: Director McVay. 2nd: Director Beaver. Passes unanimously (4-0).

v. Employee Travel Guidelines and Reimbursement Policy (Discussion/Action)

GM Kelley gave background information. The Board asked questions and provided feedback. Public Comment: Emily Rankin provided comments and suggestions of edits.

No action was taken on this item as there were some clarifications needed for a few topics in the policy and it was approved by ordinance in the past.

vi. Surplus Property Disposal Policy (Discussion/Action)

GM Kelley mentioned that this policy was approved previously by ordinance. The Board asked some questions and provided suggestions. Public Comment: Emily Rankin provided comments and suggestions of edits.

No action was taken since it was approved by ordinance in the past.

vii. Trespassers on CCCSD Property Policy (Discussion/Action)

GM Kelley mentioned that this policy was approved by ordinance in the past.

Discussed briefly, but no action was taken on this item.

viii. Will Serve Letter Policy (Discussion/Action)

GM Kelley reviewed his background memo. The Board asked questions and provided suggestions. Public Comment: Emily Rankin provided comments and suggestions of edits.

No action was taken on this item as GM Kelley suggested to check on rates of capacity charges.

ix. Delinquencies & Service Disconnection (shut off) policy (Discussion/Action)

GM Kelley reviewed his background memo for this item. The board asked questions and made suggestions. Public Comment: Emily Rankin provided comments and suggestions of edits.

No action was taken on this item. It was requested to be brought back to the Board at a later meeting.

x. Other Policies- None

b. Plans

ADA Related Disabilities:

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i. Capital Improvement Plan (Discussion)

GM Kelley reported that he and the staff are working on ideas for a capital improvement plan.

7. ADJOURN THE MEETING- Chair Fickes adjourned the meeting @ 8:55 PM

DRAFT

ADA Related Disabilities:

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

Board of Directors

Directors - Beverly Fickes, Committee Chair: Scott McVay

General Manager: Paul Kelley

FINANCE COMMITTEE

September 12th 2023 at 5:30PM : District Office Board Room

Committee Responsibility

The Board's standing Financial Committee shall be concerned with the financial management of the Clear Creek CSD including the preparation and oversight of an annual budget, and oversight of reserve accounts and major expenditures.

MINUTES

1. CALL TO ORDER- By Committee Chair McVay @ 5:30 PM

2. PLEDGE OF ALLEGIANCE- Led by Committee Chair McVay.

3. ROLL CALL- roll called by Committee Chair McVay.

Present: Committee Chair McVay, Director Fickes.

Staff in attendance: GM Kelley, and Administrative Assistant Kayla Faulks

4. OPEN TIME/PUBLIC COMMENT: None

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

a. Activity Reports – July – Discussion

GM Kelley reviewed his background memo from the packet. The Committee asked questions regarding some of the items in the profit and loss, such as the WIIN Act Payment that didn't seem to be showing up.

b. Audit update – FY22 and Auditor Planning Letter – Discussion

GM Kelley reviewed his background memo from the packet and explained difficulties getting information to the auditors from Frey's BUCS system. The Committee asked about future audits and if there will be the same difficulties for next audit.

c. Water Usage and Revenue March through August & Rate Ordinance update– Discussion

GM Kelley explained details of the 2023 rates and charges from the bureau. He also reported that he and staff are working on an audit of water loss. The Committee asked questions regarding the draft calculations of water loss. Public Comment: Kaitlyn Patrick asked a question in regards to the water loss calculations.

ADA Related Disabilities:

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- d. WIIN Act Payment Schedule & Balance – Discussion
GM Kelley explained the WIIN Act payment schedule. The Committee asked questions regarding total balance of WIIN Act.
- e. Bank Account & Loan Balances report – Discussion
GM Kelley reviewed his background memo from the meeting packet and reported loan balances. The Committee asked questions and asked the GM to give opinion on how the District is doing financially overall.

GM Kelley reported that there will be a regular board meeting the following week and suggested a Finance Committee Meeting October 17th @ 5:30pm.

6. ADJOURN THE MEETING- Committee Chair McVay adjourned the meeting @ 6:51 PM.

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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11:31 AM

10/12/23

Accrual Basis

Clear Creek Community Services District

Custom Transaction Detail Report

September 15 through October 14, 2023

Type	Date	Num	Name	Memo	Amount	Balance
Sep 15 - Oct 14, 23						
Check	09/19/2023	Ach7495	CalPERS 457 (Reg/Roth)	Payroll deductions	-400.00	-400.00
Check	09/19/2023	Ach7494	CalPERS PEPRA/Classic	Payroll deductions	-697.41	-1,097.41
Check	09/19/2023	Ach7493	CalPERS PEPRA/Classic	Payroll deductions	-4,128.34	-5,225.75
Bill Pmt -Check	09/19/2023	31368	Ability Answering & Paging Se...	05-1-8495	-407.36	-5,633.11
Bill Pmt -Check	09/19/2023	31369	Ace Hardware - Acct# 2118	2118	-696.80	-6,329.91
Bill Pmt -Check	09/19/2023	31370	Airgas USA LLC	2143697	-731.08	-7,060.99
Bill Pmt -Check	09/19/2023	31371	Apex Automotive, Inc.	Unit 11 brake maintenance	-705.09	-7,766.08
Bill Pmt -Check	09/19/2023	31372	Aramark	110003939	-141.10	-7,907.18
Bill Pmt -Check	09/19/2023	31373	Axner Excavating, Inc.	6920038	-622.05	-8,529.23
Bill Pmt -Check	09/19/2023	31374	Brian Brown's Printing & Design	blue envelopes	-400.04	-8,929.27
Bill Pmt -Check	09/19/2023	31375	Cintas Corporation	22228100	-346.47	-9,275.74
Bill Pmt -Check	09/19/2023	31376	Ferguson Waterworks	409921	-7,578.91	-16,854.65
Bill Pmt -Check	09/19/2023	31377	Hach Company	110678	-2,421.67	-19,276.32
Bill Pmt -Check	09/19/2023	31378	I-5 Rentals Inc	175 - Vac Trailer rental for Happy Valley Repair	-887.87	-20,164.19
Bill Pmt -Check	09/19/2023	31379	Immense Impact	17-0927CCC	-526.00	-20,690.19
Bill Pmt -Check	09/19/2023	31380	McConnell Foundation	Water purchase	-50,000.00	-70,690.19
Bill Pmt -Check	09/19/2023	31381	North Valley Business Systems	Ink for postage machine	-319.39	-71,009.58
Bill Pmt -Check	09/19/2023	31382	Pace Analytical Services LLC	20-100128	-1,010.16	-72,019.74
Bill Pmt -Check	09/19/2023	31383	Quadiant Leasing USA, Inc	01363449	-2,017.77	-74,037.51
Bill Pmt -Check	09/19/2023	31384	RCAC-Loan Fund (Dump Truck)	6332-CCCSO-01	-1,696.07	-75,733.58
Bill Pmt -Check	09/19/2023	31385	Roberto Chacon.	Fuzzy lane Repair meal	-49.94	-75,783.52
Bill Pmt -Check	09/19/2023	31386	Rossie Electrical Controls & C...	Wells electrical check after power outage.	-375.00	-76,158.52
Bill Pmt -Check	09/19/2023	31387	Seth Allison	Drinks for Fuzzy Lane Repair	-22.23	-76,180.75
Bill Pmt -Check	09/19/2023	31388	Team Viewer	22172807	-610.80	-76,791.55
Bill Pmt -Check	09/19/2023	31389	US Bank Equipment Finance	1453267	-346.81	-77,138.36
Bill Pmt -Check	09/19/2023	31390	USBR - WIIN Act & Water	WIIN Act Repayment Sept 2023	-50,000.00	-127,138.36
Bill Pmt -Check	09/19/2023	31391	Valley Pacific	C850335	-1,308.59	-128,446.95
Bill Pmt -Check	09/19/2023	31392	Verizon	242343122-00001	-51.96	-128,498.91
Bill Pmt -Check	09/19/2023	31393	William Palmaymesa.	Reimbursement for computer adapter	-18.22	-128,517.13
Bill Pmt -Check	09/21/2023	Ach 5401	Pacific Gas & Electric	Office and well 3	-3,986.95	-132,504.08
Bill Pmt -Check	09/21/2023	ach 9021	Pacific Gas & Electric	Wells 1 & 2	-2,543.88	-135,047.96
Bill Pmt -Check	09/21/2023	ach 9052	TDS	530-357-2121	-398.82	-135,446.78
Bill Pmt -Check	09/21/2023	ach MM3G	AT&T		-5.00	-135,451.78
Bill Pmt -Check	09/27/2023	Ach 3395	CalPERS PEPRA/Classic	unfunded accrued liability retirement	-10,969.00	-146,420.78
Bill Pmt -Check	09/28/2023	EFT 4356	CalPERS Health Ins		-26,453.33	-172,874.11
Bill Pmt -Check	09/28/2023	EFT 1756	Guardian	Group Id 00 527706	-1,631.93	-174,506.04
Bill Pmt -Check	10/01/2023	Auto Ach	UNUM Life Insurance of Co.		-1,335.05	-175,841.09
Check	10/03/2023	Ach7096	CalPERS 457 (Reg/Roth)	Payroll deductions PP 091523-092823	-500.00	-176,341.09
Check	10/03/2023	Ach7094	CalPERS PEPRA/Classic	Payroll deductions PP 091523-092823	-4,128.34	-180,469.43
Check	10/03/2023	Ach7095	CalPERS PEPRA/Classic	Payroll deductions PP 091523-092823	-697.41	-181,166.84
Bill Pmt -Check	10/04/2023	31394	Ace Hardware - Acct # 2186	2186	-6.77	-181,173.61
Bill Pmt -Check	10/04/2023	31395	Ace Hardware - Acct# 2118	2118	-178.63	-181,352.24
Bill Pmt -Check	10/04/2023	31396	Airgas USA LLC	2143697	-318.20	-181,670.44
Bill Pmt -Check	10/04/2023	31397	Apex Automotive, Inc.	Unit 8 Repairs and maintenance	-1,496.15	-183,166.59
Bill Pmt -Check	10/04/2023	31398	Badger Meter, Inc.	41827	-104.22	-183,270.81
Bill Pmt -Check	10/04/2023	31399	Beverly Fickes		-125.00	-183,395.81
Bill Pmt -Check	10/04/2023	31400	Brian Brown's Printing & Design	Deposit books	-221.24	-183,617.05
Bill Pmt -Check	10/04/2023	31401	Cintas Corporation	22228100	-138.16	-183,755.21
Bill Pmt -Check	10/04/2023	31402	Com-Pair Services	10117	-80.00	-183,835.21
Bill Pmt -Check	10/04/2023	31403	Computer Logistics Corp		-540.68	-184,375.89
Bill Pmt -Check	10/04/2023	31404	Fasteners Inc	373	-34.30	-184,410.19
Bill Pmt -Check	10/04/2023	31405	Ferguson Waterworks	409921	-45,200.11	-229,610.30
Bill Pmt -Check	10/04/2023	31406	Harvest Printing Company	customer billing	-2,729.08	-232,339.38
Bill Pmt -Check	10/04/2023	31407	J and J Pumps		-2,458.22	-234,797.60
Bill Pmt -Check	10/04/2023	31408	K & M Trophies		-12.88	-234,810.48

11:31 AM

10/12/23

Accrual Basis

Clear Creek Community Services District

Custom Transaction Detail Report

September 15 through October 14, 2023

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	10/04/2023	31409	Kayla Faulks	mileage reimbursement	-93.93	-234,904.41
Bill Pmt -Check	10/04/2023	31410	NTU Technologies, Inc.	zeta floc	-3,657.00	-238,561.41
Bill Pmt -Check	10/04/2023	31411	Office Depot Business Credit	6011 5661 8341 9518	-92.21	-238,653.62
Bill Pmt -Check	10/04/2023	31412	Pace Analytical Services LLC	20-100128	-1,320.64	-239,974.26
Bill Pmt -Check	10/04/2023	31413	Patricia A Beaver	Board Meeting Sept 2023	-100.00	-240,074.26
Bill Pmt -Check	10/04/2023	31414	Quadient Finance USA - Posta...	7900 0440 8060 6274	-430.00	-240,504.26
Bill Pmt -Check	10/04/2023	31415	Quality Saw & Mower	1181	-1,413.14	-241,917.40
Bill Pmt -Check	10/04/2023	31416	Reese, Smalley, Wiseman & S...	CLECR019335	-450.00	-242,367.40
Bill Pmt -Check	10/04/2023	31417	Regional Government Service...	HR - Payroll and accounting help	-1,486.28	-243,853.68
Bill Pmt -Check	10/04/2023	31418	Scott McVay		-125.00	-243,978.68
Bill Pmt -Check	10/04/2023	31419	SCP Distributors, LLC	970914	-45.80	-244,024.48
Bill Pmt -Check	10/04/2023	31420	Shasta County Property Tax		-59.92	-244,084.40
Bill Pmt -Check	10/04/2023	31421	United Public Employees of C...		-346.50	-244,430.90
Bill Pmt -Check	10/04/2023	31422	Valley Pacific	C850335	-1,740.18	-246,171.08
Bill Pmt -Check	10/04/2023	31423	Western Safety Products, Inc.	39427	-4,738.14	-250,909.22
Bill Pmt -Check	10/04/2023	31424	Westside Aggregate	187	-929.01	-251,838.23
Bill Pmt -Check	10/04/2023	Ach 5224	Rick Cascarina	Sept health Reimb	-230.07	-252,068.30
Bill Pmt -Check	10/04/2023	Ach 5227	Roger Schreiber	Sept health Reimb - by ACH	-137.84	-252,206.14
Bill Pmt -Check	10/04/2023	31425	Pace Supply Corp	WTP - chemical feed repair	-31.62	-252,237.76
Bill Pmt -Check	10/04/2023	EFT PDQL	AT&T	WTP	-4.60	-252,242.36
Bill Pmt -Check	10/04/2023	Ach PG8J	AT&T	South Booster	-320.68	-252,563.04
Bill Pmt -Check	10/04/2023	EFT 5317	CCEA	Bonneys burgers meal/Flowers lane repair	-44.78	-252,607.82
Bill Pmt -Check	10/04/2023	EFT 8647	First National Bank of Omaha -...	4418226482992665	-3,270.36	-255,878.18
Bill Pmt -Check	10/04/2023	Ach 5591	Pacific Gas & Electric	cloverdale/n.booster	-429.18	-256,307.36
Bill Pmt -Check	10/04/2023	Ach 7381	Pacific Gas & Electric	office outdoor lights	-20.57	-256,327.93
Bill Pmt -Check	10/04/2023	Ach 8221	Pacific Gas & Electric	clear creek/happy valley	-30.96	-256,358.89
Bill Pmt -Check	10/04/2023	ach 9161	Pacific Gas & Electric		-3,369.20	-259,728.09
Bill Pmt -Check	10/04/2023	ach 0041	Pacific Gas & Electric	WTP pond	-726.15	-260,454.24
Sep 15 - Oct 14, 23					-260,454.24	-260,454.24

ABILITY ANSWERING/PAGING SERVICES

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PLEASE RETURN THIS STUB WITH YOUR CHECK FOR PROPER APPLICATION TO YOUR ACCOUNT

RECEIVED SEP 11 2023

PAGING
TELEPHONE ANSWERING SERVICE
VOICEMAIL

ABILITY
P.O BOX 2288
BAKERSFIELD, CA 93303-2288

GM Approval [Signature]
BK Initials [Signature]
Job/PO # Answerma SVC
Amt to Pay \$ 407.36
GL & Dept 50130-100

TERMS DUE UPON RECEIPT
Please review the stated terms on the
bottom of this invoice or your executed
subscriber service agreement.

PLEASE
REMIT

TO: CLEAR CREEK SERVICE DISTRICT
5880 OAK STREET
ANDERSON CA 96007-



ACCOUNT NO: 05-1-8495

INVOICE DATE: 09/14/23

AMOUNT PAID: _____

ACCOUNT NUMBER 05-1-8495 BALANCE FORWARD \$ 342.74

DATE	REFERENCE	CHARGES	CREDITS	BALANCE
09/14/23	D WAGE/BENEFIT SURCHAR	\$ 9.50		
09/14/23	B BASIC SERVICE.	\$ 97.50		
09/14/23	INBOUND CHARGES ... :	\$ 225.10		
09/14/23	OUTBOUND CHARGES .. :	\$ 49.98		
09/14/23	TXT/EMAIL/FAX:	\$ 17.38		
09/14/23	PATCH CHARGES :	\$ 7.90		

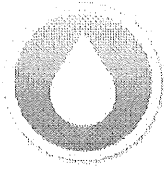
IF YOU HAVE ANY QUESTIONS, PLEASE CALL 888 225 2311
OUR FEDERAL TAX ID NUMBER IS 94-2196706

\$407.36	\$342.74	\$0.00	\$0.00	PAY THIS → AMOUNT	\$750.10
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.



IMMENSE IMPACT, LLC

Home of RuralWaterImpact.com & MunicipalImpact.com

Rural Water Impact & Municipal Impact
(888) 551-4815
P.O. Box 121034
Arlington, TX 76012

GM Approval BK Initials SWJob/PO # Website Subscription (Annual)Amt to Pay \$ 526.00GL & Dept 50517-100

POSTED

Billed To
Clear Creek Community Services
District
5880 Oak Street
Anderson, CA 96007

Date of Issue
08/27/2023

Due Date
09/27/2023

Invoice Number
21-1006IMN

Reference
17-0927CCC

Amount Due (USD)
\$526.00

Description	Rate	Qty	Line Total
RWI Tier 3 Annual Subscription - 23 Rural Water Impact Tier 3 (1501-3000 connections) Annual Website Subscription. Includes Hosting, Unlimited Customer Support, All Website Software Updates, Upgrades & One Month Free (\$48.00).	\$526.00	1	\$526.00
Subtotal			526.00
Tax			0.00
Total			526.00
Amount Paid			0.00
Amount Due (USD)			\$526.00

Notes

Clear Creek Community Services District's Annual Website Subscription Dates: September 27, 2023 to September 27, 2024.

Immense Impact, LLC thanks the good people of Clear Creek Community Services District for their annual Rural Water Impact website subscription business! Our mission is to make life in your website world easier and more efficient :-)

Terms

Kindly Remit Payment to Immense Impact, LLC. (Home of Rural Water Impact) by September 27, 2023.

Payment of your website subscription invoice constitutes full and total agreement of the Terms & Conditions and Privacy Policy set forth by Immense Impact. Questions? Give us a call at (888) 551-4815 or email us at support@ruralwaterimpact.com.

RECEIVED SEP 08 2023

VALLEY SUPPLY ACE HARDWARE
4490 WESTSIDE RD.
REDDING, CA 96001
PHONE: (530) 243-2381

PAGE NO 1

CLEAR CREEK COMM. SERV. DIST.
5880 OAK STREET

ANDERSON CA 96007

CUST # 2118
TERMS: NET EOM

INV # 330552
DATE : 8/30/23
CLERK: TMJ
TERM # 676

TIME : 9:42
DUPLICATE
* INVOICE *

QUANTITY	UM	ITEM	DESCRIPTION	SUG.PRICE	PRICE/PER	EXTENSION
1	SP	7358930Y	ROPE NYLON BRAID 1/4X1000 FT		199.99 /SP	199.99
201	DEFAULT	TAX CODE	189.991 1			

POSTED

GM Approval
BK Initials
Job/PO # SCADA grant
Amt to Pay \$ 203.76
GL & Dept 41405-630

** AMOUNT CHARGED TO ACCOUNT ** 203.76 TAXABLE 199.99
NON-TAXABLE 0.00
SUB-TOTAL 199.99
DISCOUNT 10.00
TAX AMOUNT 13.77
TOTAL INVOICE 203.76

ACE REWARDS ID # 1980817345

(ROBERT CHACON)

X
Received By

SCADA Grant D2118158 - 630

GM Approval
BK Initials
Job/PO # SCADA grant
Amt to Pay \$ 430.94
GL & Dept 41405-630

VALLEY SUPPLY ACE HARDWARE
4490 WESTSIDE RD.
REDDING, CA 96001
PHONE: (530) 243-2381

PAGE NO 1

CLEAR CREEK COMM. SERV. DIST.
5880 OAK STREET

ANDERSON CA 96007

CUST # 2118
TERMS: NET EOM

INV # 330512
DATE : 8/28/23
CLERK: MVM
TERM # 676

TIME : 9:34
DUPLICATE
* INVOICE *

QUANTITY	UM	ITEM	DESCRIPTION	SUG.PRICE	PRICE/PER	EXTENSION
10	EA	52	KEYS ***		14.99 /EA	149.90
1	EA	7112535	GLOVES HVY UTILITY MED		19.99 /EA	19.99
1	EA	7142573	ATLAS NITRILE GLOVE MED		7.99 /EA	7.99
1	EA	7142581	ATLAS NITRILE GLOVE LRG		7.99 /EA	7.99
1	EA	7143225	ATLAS NITRILE GLOVE XL		7.99 /EA	7.99
1	EA	7142581	ATLAS NITRILE GLOVE LRG		7.99 /EA	7.99
1	EA	2560308	CM W/D VACUUM 16G 6.5HP		139.99 /EA	139.99
2	EA	7112550	GLOVES HVY UTILITY LRG		19.99 /EA	39.98
1	EA	7112535	GLOVES HVY UTILITY MED		19.99 /EA	19.99
201	DEFAULT	TAX CODE	401.817 2			

** AMOUNT CHARGED TO ACCOUNT ** 430.94 TAXABLE 401.81
NON-TAXABLE 0.00
SUB-TOTAL 401.81
TAX AMOUNT 29.13
TOTAL INVOICE 430.94

ACE REWARDS ID # 1980817345

(ROBERT CHACON)

X
Received By

D2118158 - SCADA
Booster grant project - 630



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



Reimbursement Form

Employee Name: [REDACTED]
Employee ID #: [REDACTED]
Department: Distribution 200
Manager: [REDACTED]

GM Approval [Signature]
BK Initials Shd
Job/PO # Fuzzy repair drinks
Amt to Pay \$ 22.23
GL & Dept 50320-200

Purchase Date	Item Description	Total	Expense Account
9-8-23	waters for leak on fuzzy LV.	\$22.23	50320-200

Please ensure that all receipts for items listed above are attached to this form.

☒ I certify that the expense(s) listed above are accurately recorded and represent only expenditures made for business purposes.

Signature: [REDACTED]
Manager's Signature: [REDACTED]

Date Submitted: 9-8-23
Date Approved: 9/8/23



ENERGY STATEMENT

www.pge.com/MyEnergy

RECEIVED SEP 08 2023

Account No: 2545632838-1

Statement Date: 09/06/2023

Due Date: 09/25/2023

Service For:

CLEAR CREEK COMMUNITY SERVICES
DISTRICT
Please see details page.

Your Account Summary

Amount Due on Previous Statement	\$2,074.33
Payment(s) Received Since Last Statement	-2,074.33
Previous Unpaid Balance	\$0.00
Current Electric Charges	\$3,675.50
Other Programs and Services	311.45

Questions about your bill?

Business Specialist available:
Mon-Fri: 7am to 6pm
1-800-468-4743
www.pge.com/MyEnergy

Total Amount Due by 09/25/2023

\$3,986.95

Ways To Pay

www.pge.com/waystopay

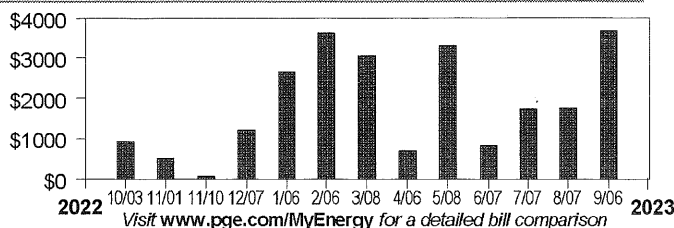
POSTED

Your Enrolled Programs

Peak Day Pricing Plan, On Bill Financing

GM Approval [Signature]
 BK Initials [Signature]
 Job/PO # officeswell 3
 Amt to Pay \$ 3986.95
 GL & Dept 50105 - 100 \$ 1584.78
4110-600 \$ 2402.17

Electric Monthly Billing History



Important Messages

Please be advised that as of March 15, 2023, PG&E's local offices have permanently closed. To make an in-person payment, please utilize one of our authorized neighborhood payment centers. Please bring a copy of your bill. To find a location near you, visit www.pge.com or call 1-800-743-5000



Together, Building
a Better California

Thank You

Your payment will be processed one business day after your schedule

Account #: 2545632838-1

Confirmation #: 2649870175401

Payment Amount: \$3,986.95

Schedule Date: 09/21/2023

000398695

Amount Enclosed:

\$ [Barcode]

PG&E
BOX 997300
SACRAMENTO, CA 95899-7300



ENERGY STATEMENT

www.pge.com/MyEnergy

Account No: 2545632838-1
Statement Date: 09/06/2023
Due Date: 09/25/2023

Summary of your energy related services

	Meter Number	Usage	Amount
Service For: 5880 OAK ST			
Service Agreement ID: 2545632981 OFFICE			
Electric Charges	1006709717	3,318.936000 kWh	\$1,273.33
Total			\$1,273.33
Service For: GAS POINT RD 1200' W/O HAPPY VALLEY RD			
Service Agreement ID: 2542483848 WELL# 3			
Electric Charges	1007072979	79.120000 kWh	\$2,402.17
Total			\$2,402.17



ENERGY STATEMENT

www.pge.com/MyEnergy

Account No: 2545632838-1
Statement Date: 09/06/2023
Due Date: 09/25/2023

Details of Electric Charges

08/07/2023 - 09/05/2023 (30 billing days)

Service For: 5880 OAK ST
Service Agreement ID: 2545632981 OFFICE
Rate Schedule: B1 Bus Low Use
Enrolled Programs: Peak Day Pricing Plan

08/07/2023 - 08/31/2023

Customer Charge	25 days @ \$0.32854	\$8.21
Energy Charges		
Peak	765.872000 kWh @ \$0.42628	326.48
Part Peak	607.944000 kWh @ \$0.37705	229.23
Off Peak	1,575.080000 kWh @ \$0.35625	561.12
PDP Program Details		
Peak Usage Credits	765.872000 kWh @ -\$0.05169	-39.59
Part Peak Usage Credits	607.944000 kWh @ -\$0.01536	-9.34
Event Day Charges	97.384000 kWh @ \$0.60000	58.43
Energy Commission Tax		0.88

09/01/2023 - 09/05/2023

Customer Charge	5 days @ \$0.32854	\$1.64
Energy Charges		
Peak	99.176000 kWh @ \$0.43197	42.84
Part Peak	74.320000 kWh @ \$0.38274	28.45
Off Peak	196.544000 kWh @ \$0.36194	71.14
PDP Program Details		
Peak Usage Credits	99.176000 kWh @ -\$0.05169	-5.13
Part Peak Usage Credits	74.320000 kWh @ -\$0.01536	-1.14
Energy Commission Tax		0.11

Total Electric Charges **\$1,273.33**

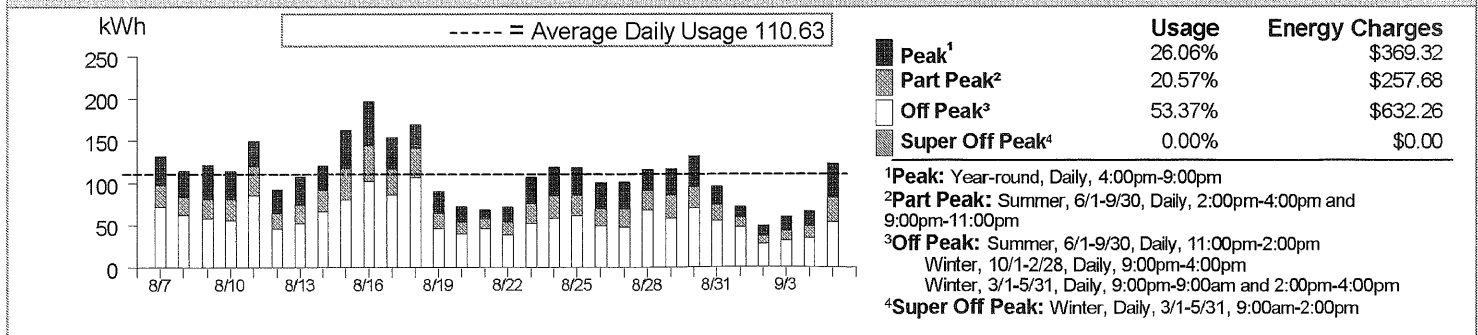
Usage For This Period's Event Days (4PM to 9PM)

08/15/2023 44.280000 kWh 08/16/2023 53.104000 kWh

Average Daily Usage (kWh / day)

Last Year	Last Period	Current Period
119.49	127.05	110.63

Electric Usage This Period: 3,318.936000 kWh, 30 billing days





ENERGY STATEMENT

www.pge.com/MyEnergy

Account No: 2545632838-1
Statement Date: 09/06/2023
Due Date: 09/25/2023

Details of Electric Charges

08/07/2023 - 09/05/2023 (30 billing days)

Service For: GAS POINT RD 1200' W/O HAPPY VALLEY RD

Service Agreement ID: 2542483848 WELL# 3

Rate Schedule: B10S Bus Med Use

08/07/2023 - 08/31/2023

Customer Charge	25 days @ \$7.65463	\$191.37
Demand Charge ¹	132.800000 kW @ \$19.44000	2,151.36
Energy Charges		
Off Peak	79.120000 kWh @ \$0.24419	19.32
Energy Commission Tax		0.02

09/01/2023 - 09/05/2023

Customer Charge	5 days @ \$8.02041	\$40.10
-----------------	--------------------	---------

Total Electric Charges \$2,402.17

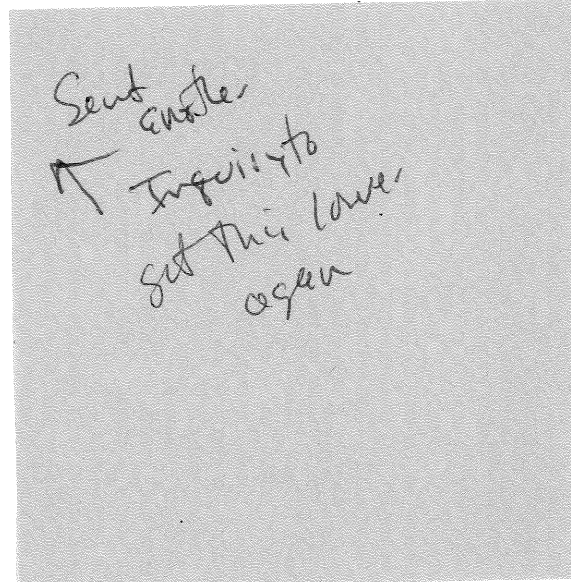
¹ Demand charges are prorated for the number of days in each rate period

Average Daily Usage (kWh / day)

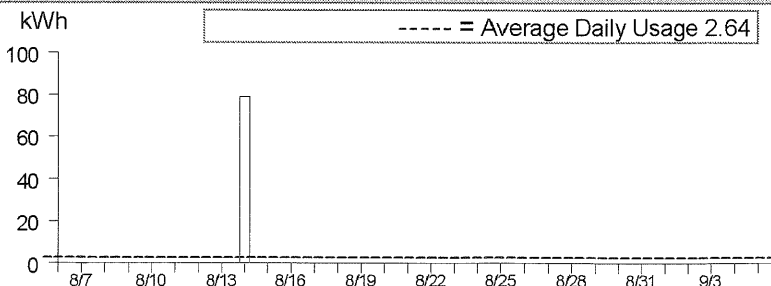
Last Year	Last Period	Current Period
N/A	0.00	2.64

Service Information

Meter #	1007072979
Total Usage	79.120000 kWh
Serial	M
Rotating Outage Block	50



Electric Usage This Period: 79.120000 kWh, 30 billing days



	Usage	Energy Charges
Peak¹	0.00%	\$0.00
Part Peak²	0.00%	\$0.00
Off Peak³	100.00%	\$19.32
Super Off Peak⁴	0.00%	\$0.00

¹Peak: Year-round, Daily, 4:00pm-9:00pm

²Part Peak: Summer, 6/1-9/30, Daily, 2:00pm-4:00pm and 9:00pm-11:00pm

³Off Peak: Summer, 6/1-9/30, Daily, 11:00pm-2:00pm
Winter, 10/1-2/28, Daily, 9:00pm-4:00pm

Winter, 3/1-5/31, Daily, 9:00pm-9:00am and 2:00pm-4:00pm

⁴Super Off Peak: Winter, Daily, 3/1-5/31, 9:00am-2:00pm



ENERGY STATEMENT

www.pge.com/MyEnergy

Account No: 2545632838-1

Statement Date: 09/06/2023

Due Date: 09/25/2023

Other Program and Service Charges

Energy Efficiency Retrofit Loan Program

Service Agreement ID: 2542691845

Service Dates: 09/03/2023 - 10/02/2023

Reference Number: 010747

Loan Installment Due	\$311.45
----------------------	----------

5880 OAK ST

Outstanding Balance:	19,620.41
----------------------	-----------

Total Energy Efficiency Retrofit Loan Program Charges	\$311.45
---	----------

Total Other Program and Service Charges	\$311.45
--	-----------------

Additional Messages



ENERGY STATEMENT

www.pge.com/MyEnergy

Account No: 2545632838-1
Statement Date: 09/06/2023
Due Date: 09/25/2023

Your Electric Charges Breakdown (from page 2)

Generation	\$558.85
Transmission	1,429.04
Distribution	1,573.32
Electric Public Purpose Programs	83.33
Nuclear Decommissioning	4.59
Wildfire Fund Charge	18.01
Recovery Bond Charge	26.11
Recovery Bond Credit	-26.11
Wildfire Hardening Charge	8.77
Competition Transition Charges (CTC)	0.99
Energy Cost Recovery Amount	-2.41
Taxes and Other	1.01
Total Electric Charges	\$3,675.50



PAID OCT 04 2023

RECEIVED SEP 26 2023

Invoice

505 South Lander St, Seattle, WA 98134 USA
Phone: 206-264-0808 • Fax: 206-264-4921
sales@westernsafety.com • ar@westernsafety.com
www.westernsafety.com

Bill to: Clear Creek Community Services Dist
ATTN: Melissa Tenney
5880 Oak Street
ANDERSON, CA 96007

Phone: (530) 246-2316

Ship to: Clear Creek Community Services Dist
5880 Oak Street
ANDERSON, CA 96007

Invoice Number : 231374-1

Invoice Date : 09/13/2023

Customer# : 39427

Customer PO : 1517

Ordered By : Bill Palmaymesa

Job/Rel# :

Entered By : Steve Woinowsky

Terms : NET 30 DAYS

Ship Date : 09/13/2023

Ship Via : UPS (GROUND)

Ship Acct# :

FOB : ORIGIN

TERMS & CONDITIONS: Only Check, ACH, or Wire Transfer accepted for Net 30 Terms. Quotes Valid for 30 days unless otherwise stated. 1% per month service charge on all past due accounts.

RETURNS: No returns, refunds or exchanges on special order items. No refund or credit after 20 days. 20-30% restocking fee for cancellation or return, depending on manufacturer.

Phone: (530) 246-2316

Line	Order	Ship	B/O	U/M	Item #	Description	Price	Extension
0001	1	1	0	EA	EB56	Expandable Davit Base Adjustable 36" To 56" Inside Width, 24" Max Offset 36" - 56" Inside Width *** SHIPPING INFORMATION *** Carrier Tracking# Weight UPS 1Z8014830358240253	4,075.00	4075.00



GM Approval

BK Initials

Job/PO # WTP - Safety equip

Amt to Pay \$ 4738.14

GL & Dept 30155-300

SubTotal 4,075.00

FREIGHT & HANDLING 322.35

Tax 340.79

Total USD 4,738.14

Printed Name:

Distribution

RECEIVED SEP 27 2023

PAID OCT 04 2023

QUALITY SAW & MOWER
2901 DOUGLAS STREET
ANDERSON, CA 96007
Phone: (530) 365-8700 Fax: (530) 365-0874

INVOICE
Page 1 of 1

ACCT. NO.: 1181
SOLD TO: CLEAR CREEK COMMUNITY SERVICES DIS
5680 OAK ST.
ANDERSON CA 96007
UNITED STATES

SHIP TO

INVOICE NO. 64309

GM Approval

BK Initials

Job/PO #

Amt to Pay \$

GL & Dept

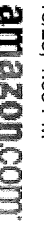
Phone: (530) 357-2121

Phone: (530) 357-2121

SALES NO.	CUSTOMER REQ NUMBER	SHIP VIA	SALES PERSON	DATE SHIPPED	TERMS	INVOICE DATE
35,375			JLS	09/27/2023	House Account	09/27/2023
QUANTITY ORDERED	QUANTITY SHIPPED	BACK ORDERED	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.000	1.000	0.000	RT12778	SPINDLE COMPLETE	\$153.19	\$153.19
3.000	3.000	0.000	RT13017	21" MULCHING BLADE	\$24.99	\$74.97
1.000	1.000	0.000	RT10160	V-IDLER PULLEY 3/8" X 5"	\$34.19	\$34.19
1.000	1.000	0.000	KO45.883 02-S1	AIR FILTER & PREFILTER	\$24.99	\$24.99
2.000	2.000	0.000	OIL	ENGINE OIL SAE 30	\$9.99	\$19.98
1.000	1.000	0.000	BR491056	OIL FILTER	\$14.59	\$14.59
2.000	2.000	0.000	SP	SPARK PLUG	\$7.69	\$15.38
1.000	1.000	0.000	RT7998	FILTER FUEL B&S	\$7.89	\$7.89
2.000	2.000	0.000	HZW	OIL & GAS DISPOSAL/SHOP	\$13.50	\$27.00
1.000	1.000	0.000	FR	Freight	\$15.00	\$15.00
3.500	3.500	0.000	LAB	LABOR	\$90.00	\$315.00

PLEASE EMAIL TO
INVOICES @ Clear Creek CSD. Org

Weight	0.00 lbs.			SALES AMOUNT	\$702.18
Tender Types		Debit Card	\$0.00	TAXABLE TOTAL	\$345.18
Cash	\$0.00	Alternate Tender	\$0.00	SALES TAX	\$26.75
Check	\$0.00	Gift Card	\$0.00	FREIGHT	\$0.00
AR Charge	\$728.93	Foreign Currencies	\$0.00	TOTAL	\$728.93
Credit Card	\$0.00	WebPay	\$0.00	TOTAL DEPOSITS	\$0.00
CC Rebates	\$0.00	Thank You		BALANCE REMAINING	\$0.00



Details for Order #114-5246402-7230662

Print this page for your records.

Order Placed: September 15, 2023

Amazon.com order number: 114-5246402-7230662

Order Total: \$106.97

Not Yet Shipped

Director Approval
1st Director: [Signature]
2nd Director: [Signature]

Items Ordered

1 of: TURBO SII 30/32 Inch Curved Led Light Bar 585W Triple Row Offroad Driving Spot Flood Combo Beam Led Bar	Price
IP67 Waterproof w/2Pcs 4 Inch 60W Led Pod Lights for Trucks Polaris Ranger RZR ATV UTV Boat	\$104.99
Sold by: TURBO MARKETING (seller profile) Product question? Ask Seller	
Supplied by: Other	

Condition: New

Shipping Address:

Clear Creek CSD
5880 OAK ST
ANDERSON, CALIFORNIA 96007-9216
United States

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

Visa ending in 2665

Billing address

Clear Creek CSD
5880 OAK ST
ANDERSON, CALIFORNIA 96007-9216
United States

Item(s) Subtotal:	\$104.99
Shipping & Handling:	\$0.00
Your Coupon Savings:	-\$5.25

Total before tax:	\$99.74
Estimated tax to be collected:	\$7.23

Grand Total:	\$106.97

To view the status of your order, return to Order Summary.

Distribution - for
backhoe

ENPLAN WMS Group

3179 Bechelli Lane
Redding, CA 96002
United States
Phone: 530-402-4783
Email: wmsgroup@enplan.com

Invoice

Invoice # 47051
Billed On Aug 18, 2023
Terms On-Receipt
Due On Aug 18, 2023

Director Approval

1st Director: 

2nd Director: 

Bill To

Clear Creek Comm

Clear Creek Community Services District

PAID

on Aug 18, 2023

\$319.00 USD

Date	Description	Qty	Price	Subtotal
Aug 18, 2023 - Aug 18, 2024	PARCEL VIEWER Shasta County Annual	1	\$319.00	\$319.00

Subtotal \$319.00

Total \$319.00

Paid (\$319.00)

Amount Due \$0.00

Payments

Aug 18, 2023 \$319.00 Payment from Visa --- 2665

Notes

All amounts in United States Dollars (USD)

ENPLAN WMS Group

3179 Bechelli Lane
Redding, CA 96002
United States
Phone: 530-402-4783
Email: wmsgroup@enplan.com

Invoice

Invoice # 47053
Billed On Aug 18, 2023
Terms On-Receipt
Due On Aug 18, 2023

Director Approval

1st Director: _____

2nd Director: _____

Bill To**Clear Creek Comm**

Clear Creek Community Services District

PAID

on Aug 18, 2023

\$220.00 USD

Date	Description	Qty	Price	Subtotal
Aug 18, 2023 – Aug 18, 2024	MapPort Collaborator Seat - Annually	1	\$220.00	\$220.00

Subtotal \$220.00

Total \$220.00

Paid (\$220.00)

Amount Due \$0.00**Payments**

Aug 18, 2023 \$220.00 Payment from Visa --- 2665

Notes

All amounts in United States Dollars (USD)

RECEIVED AUG 11 2023

Renewal Reminder

bounce+core+tdm9fuhp3wiy@return.recurly.com <bounce+core+tdm9fuhp3wiy@return.recurly.com>
on behalf of

ENPLAN WMS Group <am@enplan.com>

Thu 8/10/2023 9:42 PM

To:Invoices <Invoices@clearcreekcsd.org>

ENPLAN
Environmental and Geospatial Technologies

Hello Kayla Faulks,

This is a reminder that your subscription to MapPort Collaborator Seat - Annually at \$220.00 per year will renew automatically on Aug 18, 2023. Thank you for your business.

Be sure to try -

Bookmark. Save important views to revisit instantly and share.

- Create the exact map view you wish to bookmark by zooming, panning, and framing.
- Set legend layers on or off to best communicate the subject in your view.
- Enter an easily memorable label for the view bookmarked and save.
- A list of your bookmarked views appears in the left side-panel.
- Turn bookmarks on or off, zoom to, rename, or delete.

Support: wmsgroup@enplan.com or (530) 402-4783.

[Log In](#)

Sincerely,

ENPLAN WMS Group

wmsgroup@enplan.com

RECEIVED AUG 11 2023

Renewal Reminder

bounce+core+tdm9f72n0l0l@return.recurly.com <bounce+core+tdm9f72n0l0l@return.recurly.com>

on behalf of

ENPLAN WMS Group <am@enplan.com>

Thu 8/10/2023 9:41 PM

To: Invoices <Invoices@clearcreekcsd.org>

ENPLAN
Environmental and Geospatial Technologies

Hello Kayla Faulks,

This is a reminder that your subscription to PARCEL VIEWER Shasta County Annual at \$319.00 per year will renew automatically on Aug 18, 2023. Thank you for your business.

Be sure to try -

Bookmark. Save important views to revisit instantly and share.

- Create the exact map view you wish to bookmark by zooming, panning, and framing.
- Set legend layers on or off to best communicate the subject in your view.
- Enter an easily memorable label for the view bookmarked and save.
- A list of your bookmarked views appears in the left side-panel.
- Turn bookmarks on or off, zoom to, rename, or delete.

Support: wmsgroup@enplan.com or (530) 402-4783.

[Log In](#)

Sincerely,

ENPLAN WMS Group

wmsgroup@enplan.com

**AT&T**

att.com

CLEAR CK COMM SVC DIST
5880 OAK ST
ANDERSON CA 96007 - 9216

RECEIVED SEP 20 2023

Page 1 of 3
Account Number 530 246-2316 100 3
Billing Date Sep 19, 2023
Web Site att.com

PAID OCT 04 2023

Monthly Statement

POSTED

Who wants deals?

AT&T has yours for wireless, internet, and more. Look no further! Get the latest offers by calling 800.983.8405.
Business customers call 800.321.2000.

Bill-At-A-Glance

Previous Bill	2,033.23
Payment Received 9-08 Thank you!	2,033.23CR
Adjustments	.00
Balance	.00
Current Charges	646.40
Total Amount Due	\$646.40
Amount Due in Full by	Oct 11, 2023

Billing Summary

Online: att.com/myatt	Page	
Plans and Services	1	639.41
1 800 750-2355		
Change to Service:		
1 800 750-2355		
Monthly Service	581.75	
Company Fees and Surcharges	37.22	
Government Fees and Taxes	20.44	
AT&T Long Distance	1	6.99
1 800 321-2000		
Total Current Charges		646.40

GM Approval

BK Initials

Job/PO #

Amt to Pay \$

GL & Dept

- CARRIER INFORMATION
- FEES AND SURCHARGES

- PREVENT DISCONNECT
- COST ASSESSMENT CHRG
- CALIFORNIA SURCHARGE

See "News You Can Use" for additional information

News You Can Use Summary**Plans and Services****Monthly Service - Sep 19 thru Oct 18**

1. Monthly Charges	581.75
--------------------	--------

Company Fees and Surcharges

2. Federal Subscriber Line Charge	17.66
3. State Regulatory Fee	4.42
4. Federal Universal Service Fee	6.94
5. Cost Assessment Charge	8.20
Total Company Fees and Surcharges	37.22

Government Fees and Taxes

6. 911/988 Surcharge	.76
7. CA Universal Service PPP Surcharge	2.22
8. Federal	17.46
Total Government Fees and Taxes	20.44

Total Plans and Services

639.41

AT&T Long Distance**Important Information**

Message Regarding Terms & Conditions:

To view your Terms & Conditions for AT&T Long Distance, access www.att.com/servicepublications or call AT&T at the toll free number on your bill.

Account Summary

Description	
Charges for September	6.99
Total Account Summary Charges	6.99

Invoice Summary

(as of SEPTEMBER 06, 2023)

Current Charges	
Service Charges	5.52
Credits and Adjustments	.00
Call Charges	.43
Surcharges and Other Fees	1.04
Government Fees and Taxes	.00
Total Invoice Summary	6.99

Summary of Calling Plan

Calling Summary for Bus Dom Saver 1Y

Local Services provided by AT&T California or AT&T Nevada based upon the service address location.

GO GREEN - Enroll in paperless billing.

Return bottom portion with your check in the enclosed envelope.



CLEAR CK COMM SVC DIST
5880 OAK ST
ANDERSON CA 96007 - 9216

Page 2 of 3
Account Number 530 246-2316 16
Billing Date Sep 19, 2023

AT&T Long Distance

Invoice Summary - Continued

Your contract term is from 05/13/2023 to
05/12/2024.

Monthly Commitment is 5.95

You have met 0.43 of your Minimum
Monthly Commitment.

We have accumulated this amount from
08/05/2023 to 09/04/2023.

Service Charges

One Time Charge(s) to Change Service

Charges for Account			
Type of Charge	Date of Charge	Qty	
1. Unmet Commitment	08/05/23-09/04/23	1	5.52
Bus Dom Saver 1Y			
Term MAY 13, 2023-MAY 12, 2024			
Total One Time Charges for Account			5.52
Total One Time Charges			5.52
Total Service Charges			5.52

Call Charges - Aug 5th thru Sep 4th

Calls for 530-246-2316

Domestic

Item							
No.	Date	Time	Place Called	Number	Code	Min	
2.	8-07	1158A	OAKLAND CA	510 219-7649	D	1:00	.08
3.	8-08	1116A	IRVINE CA	949 351-4190	D	1:06	.09
4.	8-09	1031A	OAKLAND CA	510 219-7649	D	2:06	.17
5.	8-09	412P	PHOENIX AZ	480 697-3832	D	1:00	.09
Subtotal Domestic Calls for 530-246-2316							.43
Total Domestic Calls for 530-246-2316							.43
Total Calls for 530-246-2316							.43
Total Call Charges							.43

Surcharges and Other Fees

Description	
6. Federal Regulatory Fee	.26
7. Federal Universal Service Fee	.76

Surcharges and Other Fees - Continued

8. CA State Regulatory Fee	.02
Total Surcharges and Other Fees	1.04

Key to Calling Codes

D Day Z Other

Total Other AT&T Long Distance 6.99

News You Can Use

PREVENT DISCONNECT

All charges must be paid each month to keep your account current. However, "basic service" and its applicable taxes and surcharges MUST be paid to avoid disconnection. Currently, for this account that amount is \$538.02. Failure to pay non-basic charges may result in other collection activities, including restriction of toll calls.

CARRIER INFORMATION

Our records indicate that you have selected AT&T Long Distance or a company that resells their services as your primary local toll carrier and AT&T Long Distance or a company that resells their services as your primary long distance carrier. Please contact us if this does not agree with your records.

COST ASSESSMENT CHRG

AT&T charges you this monthly per line amount to recover its ongoing costs incurred for property taxes and supporting the administration of local number portability, a government program that enables customers to retain their telephone number when changing service providers. This fee is not a tax or charge that the government requires AT&T to collect from its customers.

FEES AND SURCHARGES

AT&T collects monthly fees and surcharges to help recover its required contribution to government programs and to recover costs AT&T pays in taxes and required payments levied by the federal government. These fees and surcharges included on your bill are periodically adjusted to align with the rates determined by the government agency that is responsible for the federal fund or tax and subject to change at any time without notice to you unless required by law. For more information, please contact an AT&T Service Representative at the phone number listed on the front of your bill.

CALIFORNIA SURCHARGE

AT&T collects a surcharge on a per line per month basis as required by the California Public Utilities Commission (CPUC) to fund CPUC Public Purpose Programs. For more info on the Public Purpose Programs and how these funds are used, please go to the CPUC's website at cpuc.ca.gov and search for "Surcharge Rates" at the top right of the page.



CHECK REGISTER

COMPANY BANK ACCOUNT	NAME	ID	CHECK DATE	CHECK NUMBER	DIRECT DEPOSIT AMOUNT	NEGOTIABLE CHECK AMOUNT
TRI COUNTIES BANK		10010	09/21/23	10033	4,002.08	
		11020	09/21/23	10034	1,834.71	
		11040	09/21/23	10035	1,156.12	
		11010	09/21/23	10036	1,694.76	
		20050	09/21/23	10037	2,472.96	
		20010	09/21/23	10038	2,219.04	
		20040	09/21/23	10039	1,990.21	
		20060	09/21/23	10040	2,154.47	
		20030	09/21/23	10041	2,664.89	
		30040	09/21/23	10042	2,102.33	
		30010	09/21/23	10043	3,486.90	
		BANK ACCOUNT TOTAL			25,778.47	0.00
		11 Transaction(s)				
		COMPANY TOTAL			25,778.47	0.00
		11 Transaction(s)				

CHECK REGISTER

COMPANY BANK ACCOUNT	NAME	ID	CHECK DATE	CHECK NUMBER	DIRECT DEPOSIT AMOUNT	NEGOTIABLE CHECK AMOUNT
TRI COUNTIES BANK		10010	10/05/23	10044	4,002.09	
		11020	10/05/23	10045	1,834.71	
		11040	10/05/23	10046	1,156.12	
		11010	10/05/23	10047	1,594.77	
		20050	10/05/23	10048	2,745.80	
		20010	10/05/23	10049	2,766.56	
		20040	10/05/23	10050	1,907.84	
		20060	10/05/23	10051	1,938.77	
		20030	10/05/23	10052	3,362.63	
		20030	10/05/23	10053	2,442.98	
		30040	10/05/23	10054	1,967.87	
		30010	10/05/23	10055	3,651.03	
		BANK ACCOUNT TOTAL			29,371.17	0.00
		12 Transaction(s)				
		COMPANY TOTAL			29,371.17	0.00
		12 Transaction(s)				

Clear Creek Community Services District
Profit & Loss
September 2023

10/11/2023
Accrual Basis
Sep 23

Ordinary Income/Expense

Income

11000 · Revenue - Customer Accts

11005 · Base Rate Charge	158,768.41
11010 · Domestic Water Sales	53,462.00
11020 · Agricultural Water Sales	22,191.08
11050 · Penalty-Exceeded WA Allocation	2,492.11

Total 11000 · Revenue - Customer Accts	236,913.60
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12000 · Revenue - Water Service

12010 · Turn On Fees	370.48
12015 · Centerville Admin O&M	16,121.33
12025 · Interest / Investment Income	92.71
12035 · Backflow Maint Charge	398.87
12100 · Misc. Revenue	696.22

Total 12000 · Revenue - Water Service	17,679.61
--	------------------

13000 · Designated Revenue -Non Op

13005 · Filter Plant Repayment Charge	22,345.96
13010 · Recycle Backwash Water Charge	1,379.03
13015 · State Loan Repayment Charge	3,220.65
13025 · WIIN Act Repayment Charge	5,776.07

Total 13000 · Designated Revenue -Non Op	32,721.71
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15000 · Revenue - Taxes & Grant Reimb

15010 · D2202015 - Backwash Ponds Grant	38,700.00
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Total 15000 · Revenue - Taxes & Grant Reimb	38,700.00
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Total Income

326,014.92

Gross Profit

326,014.92

Expense

29000 · Supply Cost

29005 · Water Purchase

29010 · USBR Water Purchased	-2,499.40
29015 · McConnell Water Purchased	50,000.00

Total 29005 · Water Purchase	47,500.60
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29100 · WIIN Act Repayment Exp	50,000.00
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Total 29000 · Supply Cost	97,500.60
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30000 · Water Treatment Plant

30100 · Utilities

30105 · WTP - PGE 8185	3,369.20
30110 · Pond - PGE 3611	726.15
30115 · WTP - AT&T 2316	646.40
30120 · WTP - AT&T 1026	-641.80
30125 · Internet	50.00

Total 30100 · Utilities	4,149.95
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	Sep 23
30140 · WTP Computer & Software	18.22
30200 · WTP Repair & Maintenance O&M	2,494.36
30400 · Water Quality Analysis	546.84
30405 · Chemicals WTP	3,657.00
30500 · Vehicle Maintenance & Expense	
30505 · Fuel Expense	312.35
Total 30500 · Vehicle Maintenance & Expense	312.35
Total 30000 · Water Treatment Plant	11,178.72
40000 · Distribution	
40200 · Utilities	
40215 · South Booster - AT&T 6708	320.68
Total 40200 · Utilities	320.68
40300 · Safety Equipment & Training	
40310 · Personal Safety Equipment	53.63
Total 40300 · Safety Equipment & Training	53.63
40400 · Repair & Maintenance (O&M)	
40430 · Inventory/Tools	5,644.00
40400 · Repair & Maintenance (O&M) - Other	13,531.64
Total 40400 · Repair & Maintenance (O&M)	19,175.64
40500 · Vehicle Maintenance & Expense	
40505 · Fuel Expense	2,736.42
40540 · Chevy PU 2016 - Unit 11	705.09
Total 40500 · Vehicle Maintenance & Expense	3,441.51
Total 40000 · Distribution	22,991.46
41000 · Wells & Booster Station	
41100 · Utilities	
41105 · Wells 1 & 2 - PGE 2671	2,543.88
41110 · Well #3 - PGE 2838	2,402.17
41115 · So. Booster - AT&T 2121	5.00
41120 · So. Booster - Internet	30.00
Total 41100 · Utilities	4,981.05
41200 · Water Quality Analysis	1,570.62
41300 · Repair & Maintenance (O&M)	375.00
41305 · Chemicals	45.80
41400 · Capital Improvements	
41405 · Electrical Imp & SCADA D2118158	36,360.51
Total 41400 · Capital Improvements	36,360.51
Total 41000 · Wells & Booster Station	43,332.98
50000 · Administration/ General	
50100 · Utilities	
50105 · Oak St.- PGE 2838	1,584.78
50120 · Verizon - On-call Cell Phone	51.96
50130 · Answering Service	407.36
50135 · Telephone - TDS	398.82
Total 50100 · Utilities	2,442.92

	Sep 23
50200 · Office Supplies	406.48
50315 · Postage	625.00
50320 · Meal and Reimbursments	210.88
50330 · Bank Service Fee/Finance Charge	1,005.80
50500 · Special & Professional Services	
50510 · Director Fees	350.00
50515 · Server & Computer Maintenance	
50517 · Software Subscriptions	1,279.84
50515 · Server & Computer Maintenance - Other	540.68
Total 50515 · Server & Computer Maintenance	1,820.52
50520 · Legal	450.00
50525 · Engineering	
50525.1 · D2118158- Well Imp/SCADA Grant	3,600.00
50525.2 · D2202015 - Backwash Pond Grant	28,195.00
50525 · Engineering - Other	578.50
Total 50525 · Engineering	32,373.50
50530 · Equipment Maintenance & Lease	2,017.77
50535 · Building & Ground Maint.-Office	
50536 · Waste Management	192.20
50535 · Building & Ground Maint.-Office - Other	2,436.46
Total 50535 · Building & Ground Maint.-Office	2,628.66
Total 50500 · Special & Professional Services	39,640.45
51400 · Employee Benefits	
51405 · Guardian - Vision, Dental, Life	1,866.45
51415 · UNUM-Disability, Life, Accident	1,616.73
51435 · CalPERS Health Insurance Exp	18,469.23
51440 · CalPERS Retirement Contribution	9,651.52
51455 · Uniform Service	204.03
Total 51400 · Employee Benefits	31,807.96
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
51900 · License and Permits	20.00
52000 · Interest Expense	
52005 · RCAC Loan Interest (dump truck)	363.52
Total 52000 · Interest Expense	363.52
53000 · Customer Accounts & Billing	
53015 · Supplies	221.24
53016 · Meter Reading/ License	104.22
53030 · Chargebacks, NSF, Acct Refunds	1,803.76
Total 53000 · Customer Accounts & Billing	2,129.22
Total 50000 · Adminstration/ General	87,004.24
60000 · Payroll Expense -Salary & Wages	
60100 · Payroll Exp - Administration/GM	11,265.14
60200 · Payroll Exp - Distribution	37,816.89

	Sep 23
60300 - Payroll Exp - Water Treatment	15,128.97
60500 - Payroll Exp - Customer Accts	13,260.81
60000 - Payroll Expense -Salary & Wages - Other	-3,377.14
Total 60000 - Payroll Expense -Salary & Wages	74,094.67
Total Expense	336,102.67
Net Ordinary Income	-10,087.75
Net Income	-10,087.75



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

MEMO

Date: October 18th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: 6 - Old business/New Business (Discussion/Action)

Discussion:

6.a – The Bureau has nothing more to report on this issue.

We did talk to the Bureau and the possibility that there may be the “water payments” near the end of the water year and how credits may be considered. We have had two months of “credit” water purchase

We did get the final payment amount confirmed by the Bureau for the WIIN act.

.

Recommendation:

Review, Discussion, provide direction to GM.

Discussion/Action:

6.b – Fiscal Year 1st Quarter Activity/P&L to Budget and Budget Adjustment (Discussion / Action)

See item memo for more background and discussion.

Recommendation:

Review, Discussion, and by motion approve budget adjustment.

Discussion/Action:

6.c – Shasta County ARPA Grant Agreement (Discussion/Action)

For the Board’s authorization to have GM sign for receiving \$260K of Shasta county ARPA funds. Implement the conservation and water use efficiency program of meter upgrades and replacement.

See the more detailed memo for the item.

Recommendation:

Review, Discussion, Approve Ordinance for GM to Sign

Discussion/Action:

6.d – – Water Usage Review (Discussion)

As mentioned at the last meeting, the GM is working on tracking and quantifying the water loss elements of the Districts system. This is just a “report” on current progress.

The primary way the GM is looking at this is from two directions. One direction from the Treatment plant (as reported to the Bureau as water through the Treatment plant into the Conduit), Then North Booster Station Meters (a way to see about potential loss on the Conduit), then from the North Booster into system to customer meters. The other direction is taking Customer payments (Revenue/Receipts) to calculate the Acre feet that represents, compared to what is Billed (projected revenue), and compare that to what enters the system at North Booster....

See memo for more information

Recommendation:

Review, Discussion, Provide input and Direction



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

MEMO

Date: October 18th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: **6a** – USBR Account Reconciliation

Discussion:

6.a – The Bureau has nothing more to report on this issue.

We did talk to the Bureau and the possibility that there may be the “water payments” near the end of the water year and how credits may be considered. The Current month we are taking the previous month’s credit and now another month with a credit amount.

We continue to reach out to the Bureau on the WIIN act payments are processing – the District is nearing the completion of payments to the Bureau, and we are processing the final payment to the USBR/WIIN act obligation this month!

The Federal Fiscal year ends September 30th – so other reconciliations may occur.

Recommendation:

Review, Discussion, provide direction to GM.



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

MEMO

Date: October 18th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: **6b – Fiscal Year 1st Quarter Activity/P&L to Budget and Budget Adjustment**
(Discussion/Action)

Discussion/Action:

6.b – Fiscal Year 1st Quarter Activity/P&L to Budget and Budget Adjustment (Discussion / Action)

Discussion:

This is the Boards first review of this report, and staff is still working on ways to make this presentation as clear as possible, and accurate as possible. Reminder – this item has a recommendation for some minor budget adjustments for the Boards approval.

Comments and Considerations:

Accelerated Costs:

The original budget had WIIN act payments to be \$250,000 for the year. Based on cash flow and the desire to comply with the contract and pay this final amount by the end of 2023, \$150K was paid in this first quarter – significantly more than \$250K divided by 4 quarters = 62,500. After the adoption of the budget, the District was able to make one more catch up payment in June, and the final actual amount for FY 24 is \$200,000. This provides some resources for the rest of the year – mainly investing in vehicle replacement/upgrade and the customer software upgrade.

Grant Costs:

The Grant costs of over \$100,000 are paid from operating capital at this point and yet they are offset by future reimbursement for these expenses. This makes some expenses higher than reality, since the revenue from the reimbursement will be for future reports. As can be seen, the District received a reimbursement payment from the State for expenses recorded in the previous quarter. Staff is working on best ways to track this information.

Notes on the Budget:

Many of the categories tracked in this first quarter will need to be watched for how the trend plays out in the mid year budget to actual review. There are some clear items that need adjustment – and below are some recommendations.

Items to Watch/Monitor:

I. Revenue

- a. The Base rate and Designated revenue items are all higher vs Q1 Budget – primarily because of the hard work by our staff on the delinquent accounts. The revenue of well over \$100K from these efforts get attributed to the accounts and will cover multiple base rates and (10.81) fees. This makes the revenue higher and makes it appear we have more accounts than

we actually have. The new software is expected to have a report where “accounts” paid will be reported, not just the amount paid that could cover multiple months.

2. Supply cost
 - a. This quarter has higher costs than ¼ of the budgeted amounts. Yet for consideration, summer months are more water usage months, and the McConnell costs are front loaded into the first 4 months of the Fiscal year.
3. Treatment
 - a. Most items tracking, computer and SCADA programming and licensing may increase and need review at mid-year.
4. Distribution
 - a. Utilities – Watch this as it starts to be higher than budgeted.
 - b. The 40215 Account likely needs to be moved to 41000 Account range – So.Booster.
 - c. Repair and Maintenance – Acct 40400 – Currently slightly ahead of the budget, so monitor for mid-year
 - d. See below for recommendations on some budget adjustments.
5. Administration
 - a. The Professional Services (acct 50500) will be monitored.
 - i. Taking out the Grant Funded expenses that will be reimbursed this isn’t as much over budget, but still to be monitored.
6. Payroll and Wages Expenses
 - a. OT costs to be monitored and as part of these numbers:
 - i. WTP OT - \$3,548.69
 - ii. Dist OT - \$20,741.95
 - iii. Total - \$24,290.64
 - b. On Call Costs:
 - i. WTP – \$2,100.00
 - ii. Dist - \$2,425.00

Budget adjustment recommendations:

1. Account 29100 – WIIN Act Repayment: \$200,000 >> Reduce by **\$50,000**
 - a. This is the actual final amount owed to the WIIN Act. The District after adoption of this budget was able to make an additional catch up payment in June, leaving \$200,000 for this fiscal year.
2. Account 40300 – Safety And Training: \$6,000 >> Increase by \$5,000
 - a. The District needs to catch on training for it’s employees, and safety equipment. The District needs more than one commercial drivers license for driving the dump truck. And this budget change could provide more training in these arenas.
3. Account 40480 – Capital Improvements - \$30,000 >> increase \$20,000
 - a. There isn’t another place for allocate some money to improve the District’s Fleet.
 - b. Since I have been here the “Unit 3” F350 Leak response truck has been clearly under powered – it struggles to pull vac-trailers, and carry large pipes etc. The Current vehicle was purchased in 2017, and has low mileage. The GM would like to pursue replacing this vehicle and use the current value as leverage for a vehicle that will meet our needs. Also – the impending state rules on fleet requirements may make it more challenging in the future to get a vehicle with the power needed (diesel).
4. Account 40500 – Vehicle Maintenance & Fuel Expense : \$40,000 >> Increase \$10,000
 - a. This expense is running more than budgeted because of high fuel costs.
5. Account 41100 – Well And Booster utilities: \$50,000 >> Reduce **\$10,000**

- a. Based on Districts efforts to reduce these expenses, the current costs are running below budget and this is a slight adjustment down. Recognizing when the grant project completes the wells will need to be tested and run for a period of time to test the system.
6. Account 50516 – Municipal New Software upgrade: \$35,000 >> Increase \$20,000
 - a. The Board authorized signing the contract with CUSI for new software. The original budget had approximately 20K allocated for the upgrade, the cost is 35K. This adjusted budget will make sure that the second and third payment on the contract is covered.
7. Account 50515 – Server and Computer: \$10,000 >> Increase \$5,000
 - a. The security costs (new Firewalls) were more than projected. And the new workstation replacements were also slightly more than projected.

For the Budget adjustments, the total adjustments net to zero change to total budget. The combination of reducing expenses – WIIN act and Utilities is \$60,000. And additional expenses for the items listed equal \$60,000.

Balance Sheet

As mentioned above, the representation of our “Designated” revenue, and putting operating money into reserves is not as simple and my method of “budgeting” for the action by showing all revenue, including designated revenue and the “expensing” from operating into reserves is being questioned by accounting. They are looking at ways to accomplish clarity in communications and accuracy.

The District has not had it’s balance sheet to the board – and on a quarterly basis I would like to have Quarterly budget to actuals, Balance Sheet and Cash Flow reports for the Boards information and community knowledge.

This Balance sheet shows the assets and a way for the District to show the reserves increasing and/or usage – Checking and Reserve accounts (Designated Revenue). The Fixed assets and the Liabilities.

The Balance sheet still needs work – since the WIIN Act Liability is \$50K, not \$544K.

The report on Cash flows also provides some element of a picture of the financial aspect of the District.

All these reports reflect the hard work by the board and staff to bring stability to the District and start the District on a better fiscal footing.

Recommendation:

Review, Discussion, and by motion approve budget adjustments.

Clear Creek Community Services District
Profit & Loss Budget vs. Actual
 July through September 2023

		10/10/2023 Accrual Basis	10/10/2023 Accrual Basis	Proposed Adjustment	
	Jul - Sep 23	Budget	Annual Budget	Amended	Difference
Ordinary Income/Expense					
Income					
11000 · Revenue - Customer Accts					
11005 · Base Rate Charge	493,959.92	397,249.98	1,589,000.00		
11010 · Domestic Water Sales	159,456.46	102,000.00	408,000.00		
11020 · Agricultural Water Sales	57,531.95	49,999.98	200,000.00		
11050 · Penalty-Exceeded WA Allocation	15,999.47	0.00	0.00		
11055 · Reconnection Fee	0.00	0.00	0.00		
Total 11000 · Revenue - Customer Accts	726,947.80	549,249.96	2,197,000.00		
12000 · Revenue - Water Service					
12010 · Turn On Fees	1,475.88	499.98	2,000.00		
12015 · Centerville Admin O&M	50,206.50	49,999.98	200,000.00		
12025 · Interest / Investment Income	383.43	187.50	750.00		
12030 · Convenience Fees	0.00	187.50	750.00		
12035 · Backflow Maint Charge	1,688.63	874.97	3,500.00		
12100 · Misc. Revenue	1,669.97	0.00	0.00		
Total 12000 · Revenue - Water Service	55,424.41	51,749.93	207,000.00		
13000 · Designated Revenue -Non Op					
13005 · Filter Plant Repayment Charge	72,308.28	55,000.03	220,000.00		
13010 · Recycle Backwash Water Charge	4,828.05	2,749.97	11,000.00		
13015 · State Loan Repayment Charge	10,667.73	7,249.97	29,000.00		
13025 · WIIN Act Repayment Charge	18,769.68	13,750.03	55,000.00		
Total 13000 · Designated Revenue -Non Op	106,573.74	78,750.00	315,000.00		
14000 · Use of Reserves					
14010 · WIIN Act Reserves to Operating	0.00	12,499.97	50,000.00		
14020 · Penalties Reserve to Operating	0.00	25,000.03	100,000.00		
Total 14000 · Use of Reserves	0.00	37,500.00	150,000.00		
15000 · Revenue - Taxes & Grant Reimb					
15005 · Taxes-General Property	18,669.81	97,500.00			
15010 · D2202015 - Backwash Ponds Grant	38,700.00		390,000.00		
Total 15000 · Revenue - Taxes & Grant Reimb	57,369.81	97,500.00	390,000.00		
Total Income	946,315.76	814,749.89	3,259,000.00		
Gross Profit	946,315.76	814,749.89	3,259,000.00		
Expense					
29000 · Supply Cost					
29005 · Water Purchase					
29010 · USBR Water Purchased	30,734.32	31,999.97	128,000.00		
29015 · McConnell Water Purchased	75,000.00	31,249.97	125,000.00		
29005 · Water Purchase - Other	0.00	0.00	0.00		

	Jul - Sep 23	Budget	Annual Budget	Amended	Difference
Total 29005 · Water Purchase	105,734.32	63,249.94	253,000.00		
29100 · WIIN Act Repayment Exp	150,000.00	150,000.00	250,000.00	200,000.00	-50,000
Total 29000 · Supply Cost	255,734.32	213,249.94	503,000.00		
30000 · Water Treatment Plant					
30100 · Utilities					
30105 · WTP - PGE 8185	13,246.80				
30110 · Pond - PGE 3611	2,426.20				
30115 · WTP - AT&T 2316	2,679.63				
30120 · WTP - AT&T 1026	-641.80				
30125 · Internet	150.00				
30100 · Utilities - Other	0.00	18,750.00			
Total 30100 · Utilities	17,860.83	18,750.00	75,000.00		
30135 · Office Supplies WTP	117.95	100.03	400.00		
30140 · WTP Computer & Software	3,663.22	1,249.97	5,000.00		
30145 · Postage	35.96	25.03	100.00		
30150 · Safety Equipment & Training					
30160 · Personal Safety Equipment	961.91				
30165 · Safety Training	555.00				
30150 · Safety Equipment & Training - Other	0.00	49.97			
Total 30150 · Safety Equipment & Training	1,516.91	49.97	200.00		
30200 · WTP Repair & Maintenance O&M	14,796.62	19,999.97	80,000.00		
30400 · Water Quality Analysis	2,349.85	4,375.03	17,500.00		
30405 · Chemicals WTP	11,869.46	17,500.03	70,000.00		
30500 · Vehicle Maintenance & Expense					
30505 · Fuel Expense	1,222.76	0.00	0.00		
30525 · GM Truck Chev Colorado - Unit 9	309.14				
30500 · Vehicle Maintenance & Expense - Othe	0.00	2,125.03	8,500.00		
Total 30500 · Vehicle Maintenance & Expense	1,531.90	2,125.03	8,500.00		
30600 · Capital Improvements	0.00	3,750.00	15,000.00		
30000 · Water Treatment Plant - Other	0.00	0.00	0.00		
Total 30000 · Water Treatment Plant	53,742.70	67,925.06	271,700.00		
30700 · Transmission & Conduit					
30705 · Repair and Maintenance - O&M	0.00	750.00	3,000.00		
Total 30700 · Transmission & Conduit	0.00	750.00	3,000.00		
40000 · Distribution					
40200 · Utilities					
40205 · Cloverdale Rd N.Boost- PGE 4189	1,536.37				
40210 · Clear Crk/HV - PGE 9574	217.05				
40215 · South Booster - AT&T 6708	1,352.40				
40200 · Utilities - Other	0.00	1,999.97			
Total 40200 · Utilities	3,105.82	1,999.97	8,000.00		
40300 · Safety Equipment & Training					
40305 · Safety Equipment - General	206.99				
40310 · Personal Safety Equipment	1,350.25				

	Jul - Sep 23	Budget	Annual Budget	Amended	Difference
40300 · Safety Equipment & Training - Other	0.00	250.03			
Total 40300 · Safety Equipment & Training	1,557.24	250.03	1,000.00	6,000.00	5,000
40400 · Repair & Maintenance (O&M)					
40405 · Backflow Device Testing	65.00	1,999.97	8,000.00		
40410 · USA Underground	2,607.47	1,249.97	5,000.00		
40415 · Meter Replacement	0.00	6,250.03	25,000.00		
40420 · Tank Inspection	0.00	2,500.03	10,000.00		
40430 · Inventory/Tools	6,140.76	4,999.97	20,000.00		
40400 · Repair & Maintenance (O&M) - Other	37,021.49	23,749.97	95,000.00		
Total 40400 · Repair & Maintenance (O&M)	45,834.72	40,749.94	163,000.00		
40480 · Capital Improvements	0.00	2,500.03	10,000.00	30,000.00	20,000.00
40500 · Vehicle Maintenance & Expense					
40505 · Fuel Expense	8,375.55	0.00	0.00		
40510 · Ram PU 2019 - Unit 1	931.53		0.00		
40535 · Chevy PU 2015 - Unit 10	2,311.71				
40540 · Chevy PU 2016 - Unit 11	705.09				
40545 · Bobcat /Backhoe	140.00	0.00			
40500 · Vehicle Maintenance & Expense - Othe	87.94	7,500.00	30,000.00	40,000.00	10,000
Total 40500 · Vehicle Maintenance & Expense	12,551.82	7,500.00	30,000.00		
40000 · Distribution - Other	0.00	0.00	0.00		
Total 40000 · Distribution	63,049.60	52,999.97	212,000.00		
41000 · Wells & Booster Station					
41100 · Utilities					
41105 · Wells 1 & 2 - PGE 2671	3,732.32				
41110 · Well #3 - PGE 2838	3,323.37				
41115 · So. Booster - AT&T 2121	5.00				
41120 · So. Booster - Internet	90.00				
41100 · Utilities - Other	0.00	15,000.00			
Total 41100 · Utilities	7,150.69	15,000.00	60,000.00	50,000.00	-10,000
41200 · Water Quality Analysis	4,164.64	250.03	1,000.00		
41300 · Repair & Maintenance (O&M)	835.37	1,249.97	5,000.00		
41305 · Chemicals	-1,954.20	375.00	1,500.00		
41400 · Capital Improvements					
41405 · Electrical Imp & SCADA D2118158	37,870.21				
Total 41400 · Capital Improvements	37,870.21				
Total 41000 · Wells & Booster Station	48,066.71	16,875.00	67,500.00		
50000 · Adminstration/ General					
50100 · Utilities					
50105 · Oak St.- PGE 2838	4,801.06				
50110 · 2 Outdoor Lights - PGE 3564	60.95				
50120 · Verizon - On-call Cell Phone	155.74				
50130 · Answering Service	1,158.07				
50135 · Telephone - TDS	1,026.09				

	Jul - Sep 23	Budget	Annual Budget	Amended	Difference
50140 · Internet	400.00				
50100 · Utilities - Other	0.00	6,250.03			
Total 50100 · Utilities	7,601.91	6,250.03	25,000.00		
50200 · Office Supplies					
50205 · Janitorial supplies	106.68	0.00	0.00		
50210 · Ink and Toner	349.39				
50200 · Office Supplies - Other	767.72	2,250.00	9,000.00		
Total 50200 · Office Supplies	1,223.79	2,250.00	9,000.00		
50300 · Organizational Dues	0.00	6,499.97	26,000.00		
50305 · Subscriptions	0.00	0.00	0.00		
50310 · Advertising & Public Notices	0.00	499.97	2,000.00		
50315 · Postage	1,832.18	499.97	2,000.00		
50320 · Meal and Reimbursements	443.01	499.97	2,000.00		
50325 · Mileage/ Travel Reimbursement	65.50	2,125.03	8,500.00		
50330 · Bank Service Fee/Finance Charge	2,768.91	2,500.03	10,000.00		
50400 · Insurance					
50405 · JPIA - Cyber Liability	1,105.00	3,000.00	3,000.00		
50415 · Property & Liability Insurance	16,485.05	11,000.00	11,000.00		
50420 · Vehicle Insurance	0.00	9,000.00	36,000.00		
50400 · Insurance - Other	0.00	0.00	0.00		
Total 50400 · Insurance	17,590.05	23,000.00	50,000.00		
50500 · Special & Professional Services					
50505 · Audit Services	4,300.00	4,000.03	16,000.00		
50510 · Director Fees	1,025.00	2,500.03	10,000.00		
50515 · Server & Computer Maintenance					
50516 · Municipal Software					
50516.1 · Municipal Software Upgrade	10,675.00	3,750.00	15,000.00	35,000.00	20,000
50516 · Municipal Software - Other	5,699.83	2,500.03	10,000.00		
Total 50516 · Municipal Software	16,374.83	6,250.03	25,000.00		
50517 · Software Subscriptions	2,355.28	3,750.00	15,000.00		
50515 · Server & Computer Maintenance -	6,103.06	1,249.97	5,000.00	10,000.00	5,000
Total 50515 · Server & Computer Maintenance	24,833.17	11,250.00	45,000.00		
50520 · Legal	1,450.00	4,999.97	20,000.00		
50525 · Engineering					
50525.1 · D2118158- Well Imp/SCADA Gra	16,750.00				
50525.2 · D2202015 - Backwash Pond Gra	45,907.25				
50525 · Engineering - Other	578.50	2,500.03			
Total 50525 · Engineering	63,235.75	2,500.03	10,000.00		
50530 · Equipment Maintenance & Lease	2,851.02	4,500.00	18,000.00		
50535 · Building & Ground Maint.-Office					
50536 · Waste Management	576.60				
50535 · Building & Ground Maint.-Office -	8,613.82	3,000.00			
Total 50535 · Building & Ground Maint.-Office	9,190.42	3,000.00	12,000.00		
50540 · OPEB Valuation & Actuarial	3,160.00	1,999.97	8,000.00		
50500 · Special & Professional Services - Othe	5,306.03	3,750.00	15,000.00		

	Jul - Sep 23	Budget	Annual Budget	Amended	Difference
Total 50500 · Special & Professional Services	115,351.39	38,500.03	154,000.00		
50700 · Regulatory					
50705 · Water District Regulatory Fees					
50710 · SWRCB - Water Fee	0.00	4,500.00	18,000.00		
50711 · SWRCB - CDTFA - Water Rights	0.00	4,999.97	20,000.00		
50715 · Risk Management Plan	0.00	1,750.03	7,000.00		
50720 · Groundwater Sustainability Act	0.00	2,500.03	10,000.00		
50725 · LAFCO Expense	6,172.71	1,249.97	5,000.00		
50705 · Water District Regulatory Fees - O	0.00	0.00	0.00		
Total 50705 · Water District Regulatory Fees	6,172.71	15,000.00	60,000.00		
50800 · Safety Equipment & Materials	0.00	250.03	1,000.00		
50900 · Testing & License Fees	65.00	250.03	1,000.00		
Total 50700 · Regulatory	6,237.71	15,500.06	62,000.00		
51400 · Employee Benefits					
50410 · JPIA - Workers Comp	0.00	5,500.03	22,000.00		
51405 · Guardian - Vision, Dental, Life	3,326.52	4,500.00	18,000.00		
51415 · UNUM-Disability, Life, Accident	4,034.36	4,500.00	18,000.00		
51435 · CalPERS Health Insurance Exp	54,884.38	45,000.00	180,000.00		
51440 · CalPERS Retirement Contribution	21,644.58	19,999.97	80,000.00		
51445 · Medicare - District Cost	0.00	3,000.00	12,000.00		
51450 · Boot Allowance	0.00	175.03	700.00		
51455 · Uniform Service	1,144.71	1,249.97	5,000.00		
51400 · Employee Benefits - Other	0.00	0.00	0.00		
Total 51400 · Employee Benefits	85,034.55	83,925.00	335,700.00		
51600 · Retiree Benefits					
51605 · Retiree Health Benefit - Direct	8,305.24	1,249.97	5,000.00		
51610 · CalPERS Health Ins- Retiree	15,968.20	23,749.97	95,000.00		
51600 · Retiree Benefits - Other	0.00	0.00	0.00		
Total 51600 · Retiree Benefits	24,273.44	24,999.94	100,000.00		
51700 · Property Taxes Paid	0.00	100.03	400.00		
51800 · General Tax Expense	0.00	49.97	200.00		
51900 · License and Permits	116.00	1,249.97	5,000.00		
52000 · Interest Expense					
52005 · RCAC Loan Interest (dump truck)	1,090.56	1,125.00	4,500.00		
52000 · Interest Expense - Other	0.00	4,999.97	20,000.00		
Total 52000 · Interest Expense	1,090.56	6,124.97	24,500.00		
53000 · Customer Accounts & Billing					
53015 · Supplies					
53020 · Postage	0.00	3,499.97	14,000.00		
53025 · Billing Supplies & Materials	1,361.00	3,250.03	13,000.00		
53015 · Supplies - Other	221.24	250.03	1,000.00		
Total 53015 · Supplies	1,582.24	7,000.03	28,000.00		
53016 · Meter Reading/ License	104.22	1,000.03	4,000.00		
53030 · Chargebacks, NSF, Acct Refunds	3,084.76	2,500.03	10,000.00		
53000 · Customer Accounts & Billing - Other	7,730.23				

	Jul - Sep 23	Budget	Annual Budget	Amended	Difference
Total 53000 · Customer Accounts & Billing	12,501.45	10,500.09	42,000.00		
55000 · Miscellaneous	0.00	0.00	0.00		
Total 50000 · Administration/ General	276,130.45	225,075.03	858,300.00		
60000 · Payroll Expense -Salary & Wages					
60100 · Payroll Exp - Administration/GM	39,829.05	37,500.00	150,000.00		
60200 · Payroll Exp - Distribution	110,011.28	86,250.00	345,000.00		
60300 · Payroll Exp - Water Treatment	56,060.48	62,500.03	250,000.00		
60400 · Payroll Exp - Conduit Labor	0.00	1,000.03	4,000.00		
60500 · Payroll Exp - Customer Accts	45,620.52	46,249.97	185,000.00		
60600 · Payroll Exp-Well Field Stations	0.00	4,999.97	20,000.00		
60000 · Payroll Expense -Salary & Wages - Other	-4,941.41	0.00	0.00		
Total 60000 · Payroll Expense -Salary & Wages	246,579.92	238,500.00	954,000.00		
70000 · Designated to Reserves - Non Op					
72205 · Filter Plant Repayment Reserve	0.00	55,000.03	220,000.00		
72210 · Recycle Backwash Water Reserve	0.00	2,749.97	11,000.00		
72215 · State Loan Repayment Reserve	0.00	7,249.97	29,000.00		
72218 · Penalties Reserve - Tracking	0.00	0.00	0.00		
72225 · WIIN Act Repayment Reserve	0.00	13,750.03	55,000.00		
75100 · Operating Reserve (4.1% usage)	0.00	6,225.00	24,900.00		
75200 · Capital Imp & Mod Res (1.8% BR)	0.00	7,150.50	28,602.00		
75300 · Emergency Fund Reserve	0.00	2,500.03	10,000.00		
75400 · USBR Emergency Reserve	0.00	0.00	0.00		
75900 · Discretionary Fund Bal Reserve	0.00	2,749.50	10,998.00		
Total 70000 · Designated to Reserves - Non Op	0.00	97,375.03	389,500.00		
Total Expense	943,303.70	912,750.03	3,259,000.00		
Net Ordinary Income	3,012.06	-98,000.14	0.00		0
Net Income	3,012.06	-98,000.14	0.00		Net Change

NOTES:

Grant Expenses - To Be Reimbursed:

Emergency Elect/SCADA SO. Wells	54,620.21
Backwash Ponds	49,907.25
Total	104,527.46

Accelerated Payments - WIIN Act

\$150K of 200K in three months

Reserve Amounts:

Operating (4.1% usage)	8,896.52
Cap Imp & Mod Res (1.8% BR)	8,891.28

Clear Creek Community Services District

Balance Sheet

As of September 30, 2023

10/11/2023

Accrual Basis

Sep 30, 23

ASSETS

Current Assets

Checking/Savings

5000 - General Fund Checking 1719	160,036.29
5005 - Merchant Account 1707	363,571.54
5010 - WIIN Act Repymt Checking 0213	80,523.71
5015 - Emergency RSRV System Repl 7701	448.55
5016 - Emergency Reserve 8178	36,663.54
5020 - Filter Plant Repayment 3571	139,798.26
5025 - Recycle Backwash Repayment 1681	28,199.86
5030 - RSRV Expansion & Moderizat 4962	104,399.17
5035 - Carr Fire Funds 7397	177,593.92
5040 - Backwash Pond Repair 2793	15,076.84
5045 - Operation Reserve 7084	1,004.37
5050 - OPEB Reserve 7791	77,870.19
5055 - State Loan Rsrv 0225	43,705.23
5060 - Union Dues 0808	278.75
5065 - CCEA 3340	1,025.50
5070 - Petty Cash	99.40

Total Checking/Savings 1,230,295.12

Accounts Receivable

6000 - Accounts Receivable	-192,486.04
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Total Accounts Receivable -192,486.04

Other Current Assets

7000 - FP Reserve-Restricted	263,351.54
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Total Other Current Assets 263,351.54

Total Current Assets 1,301,160.62

Fixed Assets

7500 - Camicro Tectium Computer	2,105.36
7505 - Freightliner MC Dump Truck 2012	76,324.54
7510 - PJ Trailer	21,309.32

Total Fixed Assets 99,739.22

TOTAL ASSETS 1,400,899.84

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

8000 - Accounts Payable	59,371.51
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Total Accounts Payable 59,371.51

Other Current Liabilities

9000 - Guardian	1,030.59
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9055 - Payroll Liabilities

9015 - Health Insurance	-61,096.66
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	Sep 30, 23
9020 · CCEA Dues	610.00
9025 · Post Employee Benefit	8,250.00
9030 · CalPERS Retirement	-152,112.46
9035 · OPEB Contribution	-72,032.90
9040 · Accrued PR Taxes-Federal	-1,245.41
9045 · Accrued PR Taxes-State	-815.18
9050 · Union Dues	-906.30
9060 · 457 Payroll Deductions	500.65
9055 · Payroll Liabilities - Other	373.07
Total 9055 · Payroll Liabilities	-278,475.19
Total Other Current Liabilities	-277,444.60
Total Current Liabilities	-218,073.09
Long Term Liabilities	
9010 · WIIN Act Repayment	544,455.98
9500 · Customer Water Deposit Suspense	76,581.87
9505 · RCAC Loan - Dump Trk & Trailer	72,621.12
9515 · Filter Plant Loan E58336	894,937.04
9520 · Filter Plant Loan E58342	123,429.00
9525 · Backwash Recycle Loan	351,552.96
Total Long Term Liabilities	2,063,577.97
Total Liabilities	1,845,504.88
Equity	
10000 · Opening Balance Equity	-873,505.63
10100 · Retained Earnings	425,888.53
Net Income	3,012.06
Total Equity	-444,605.04
TOTAL LIABILITIES & EQUITY	1,400,899.84

Clear Creek Community Services District
Statement of Cash Flows
 July through September 2023

10/11/2023

	<u>Jul - Sep 23</u>
OPERATING ACTIVITIES	
Net Income	3,012.06
Adjustments to reconcile Net Income	
to net cash provided by operations:	
6000 - Accounts Receivable	-431.23
8000 - Accounts Payable	62,627.91
9000 - Guardian	904.50
9055 - Payroll Liabilities	401.80
9015 - Health Insurance	-1,304.08
9020 - CCEA Dues	225.00
9025 - Post Employee Benefit	8,250.00
9030 - CalPERS Retirement	-23,304.89
9040 - Accrued PR Taxes-Federal	-11.16
9045 - Accrued PR Taxes-State	1,491.12
9050 - Union Dues	124.85
9060 - 457 Payroll Deductions	500.00
Net cash provided by Operating Activities	<u>52,485.88</u>
FINANCING ACTIVITIES	
9500 - Customer Water Deposit Suspense	141.34
9505 - RCAC Loan - Dump Trk & Trailer	-3,997.65
9515 - Filter Plant Loan E58336	-110,938.60
9520 - Filter Plant Loan E58342	-10,669.13
Net cash provided by Financing Activities	<u>-125,464.04</u>
Net cash increase for period	-72,978.16
Cash at beginning of period	1,303,273.28
Cash at end of period	<u><u>1,230,295.12</u></u>

Clear Creek CSD - FY 24 Account Balances

<u>Account</u>	<u>Current Bal</u>
General Checking	\$ 209,954.44
Merchant	\$ 363,571.54
OP Reserve Savings	\$ 1,004.37
Expansion & Modernization Res.	\$104,399.17
Emergency Reserve System Repl	\$ 448.55
Filtration Plant Repayment	\$ 139,798.26
Backwash Recycle	\$ 28,199.86
WIIN Act Repayment	\$ 80,523.71
State Loan Repayment Reserve	\$ 43,705.23
OPEB Employee Contrib acct -	\$ 77,870.19
Carr Fire Acct	\$ 177,593.92
Carr Fire Backwash Ponds Project	<u>\$ 15,076.84</u>
Total	\$ 1,242,146.08



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

MEMO

Date: October 18th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: **6c – Shasta County ARPA Grant Agreement** (Discussion/Action)

6.c – Shasta County ARPA Grant Agreement (Discussion/Action)

The Board was informed in November of 2022 that Shasta County had allocated \$2 Million of their ARPA funds for the “Shasta County” water districts as a “per connection” water grant.

As it turns out the Clear Creek District would be granted \$260,129. In December of 2022 the District submitted an application for the funds.

The project description: “Water Meter repair/replacement program” for “Meter Reading automation, Water loss prevention, customer conservation support program”.

The purpose is to replace or upgrade meters registers and transponders – over 1500 meters in the District to get all of our main reading routes to 80% electronic.

In September the County sent the agreement and our original application along with attachments related to the ARPA grants from the Federal government – one document the federal register – 107 pages, and the other is background and information on ARPA of 478 pages. Not included in this packet but a copy will be available to board at meeting.

The next steps is to have the board authorize the GM signature, then submit to county and then we can find a time to order the registers and transponders.

Recommendation:

Review, Discussion, and by motion authorize GM Signature

FUNDING AGREEMENT BETWEEN THE COUNTY OF SHASTA AND CLEAR CREEK COMMUNITY SERVICES DISTRICT

This agreement is entered into between the County of Shasta, through its Administrative Office, a political subdivision of the State of California (“County”) and Clear Creek CSD (“Subrecipient”) (collectively, the “Parties” and individually a “Party”) for the purpose of supporting infrastructure for the supply, distribution, and transmission of potable water within Shasta County.

RECITALS

WHEREAS, on March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law, amending Section 9901 of Title VI of the Social Security Act which establishes the Coronavirus State and Local Fiscal Recovery Funds (Recovery Funds) to provide state, local and Tribal governments with the resources needed to respond to the pandemic and its economic effects and to build a stronger, more equitable economy during the recovery; and

WHEREAS, on January 6, 2022, the U.S. Department of the Treasury adopted a Final Rule, attached hereto as Exhibit E, implementing the Recovery Funds which took effect on April 1, 2022; and

WHEREAS, on May 31, 2022, the Board of Supervisors approved an allocation of ARPA funds in the amount of \$2,000,000 to support local special districts and county service areas providing potable water service in Shasta County; and

WHEREAS, the County desires to reimburse and the Subrecipient desires to accept ARPA Fiscal Recovery Funds in a total amount not to exceed \$260,129.

NOW THEREFORE, in consideration of the mutual benefits and terms and conditions contained herein, the Parties agree as follows:

Section 1. RESPONSIBILITIES OF SUBRECIPIENT

Pursuant to the terms and conditions of this agreement, Subrecipient shall:

- A. Bear responsibility for completion of all activities associated with design, implementation, installation, and construction of the infrastructure projects, as described in Subrecipient’s Reimbursement Application, attached hereto as Exhibit A, on or before December 31, 2026, by first using funds received from the County in the amount provided in Section 4 of this Agreement.
- B. Affirm that intended projects are eligible for use of ARPA funds.
- C. Furnish timely reporting and corresponding backup documentation for funds spent in regard to projects listed in Exhibit A, via the Reporting Spreadsheet, attached hereto as Exhibit B, to the Shasta County Administrative Office at cao@co.shasta.ca.us by the 15th of each March, June, September, and December.

- D. Comply with all laws, regulations, and guidelines of the ARPA program and the U.S. Treasury U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions, attached hereto as Exhibit C.
- E. Comply with the Uniform Administrative Requirements, Cost Principles, Federal Provisions and Audit Requirements for Federal Awards Provisions attached hereto as Exhibit D.
- F. Maintain active SAM registration at all times during the term of the agreement (www.SAM.gov).

Section 2. RESPONSIBILITIES OF COUNTY

Pursuant to the terms and conditions of this agreement, County shall:

- A. Reimburse as prescribed in Sections 3 and 4 of this agreement and shall monitor the outcomes achieved by Subrecipient.
- B. Submit quarterly Project and Expenditure Reports to the US Department of Treasury as required for use of American Rescue Plan Local Fiscal Recovery Funds.

Section 3. REIMBURSEMENT

- A. Subrecipient shall be reimbursed up to \$260,129. for projects listed in Exhibit A.
- B. Subrecipient shall be paid via electronic invoice payment; automated clearing house (“ACH”), County credit card, Commerce Bank virtual card, or, for those districts whose funds are on deposit in the County Treasury, Journal Entry. ACH payments require submission of the completed Auditor-Controller ACH/Direct Deposit authorization form within five days of execution of this agreement.
- C. Subrecipient’s violation or breach of agreement terms may result in fiscal penalties, withholding of funds, or termination of agreement.

Section 4. BILLING AND PAYMENT

- A. Subrecipient shall submit to Shasta County Administrative Office, 1450 Court Street, Suite 308A, Redding, CA 96001-1680 or at cao@co.shasta.ca.us, monthly, an itemized statement or invoice, and corresponding backup documentation for funds spent in regard to projects listed in Exhibit A. County shall make payment within 30 days of receipt of Subrecipient’s correct and approved statement or invoice.
- B. Should County, or the state or federal government, disallow any amount claimed by Subrecipient, Subrecipient shall reimburse County, or the state or federal government, as directed by County, or the state or federal government, for such disallowed cost.

Section 5. TERM OF AGREEMENT

This agreement shall commence as of the last date it has been signed by both Parties and shall end December 31, 2026.

Section 6. TERMINATION OF AGREEMENT

- A. If Subrecipient materially fails to perform Subrecipient's responsibilities under this agreement to the satisfaction of County, or if Subrecipient fails to fulfill in a timely and professional manner Subrecipient's responsibilities under this agreement, or if Subrecipient violates any of the terms or provisions of this agreement, then County shall have the right to terminate this agreement for cause effective immediately upon the County giving written notice thereof to Subrecipient. If termination for cause is given by County to Subrecipient and it is later determined that Subrecipient was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph B of this Section.
- B. County may terminate this agreement without cause on 60 days written notice to Subrecipient.
- C. County may terminate this agreement immediately upon oral notice should funding cease or be materially decreased during the term of this agreement.
- D. County's right to terminate this agreement may be exercised by the County Executive Officer.
- E. Should this agreement be terminated, Subrecipient shall promptly provide to County any and all finished and unfinished reports, data, studies, photographs, charts, and other documents prepared by Subrecipient pursuant to this agreement in a mutually agreed upon format.
- F. If this agreement is terminated, Subrecipient shall only be paid for services satisfactorily completed and provided prior to the effective date of termination.

Section 7. ENTIRE AGREEMENT; AMENDMENTS; HEADINGS; EXHIBITS/APPENDICES

- A. This agreement supersedes all previous agreements relating to the subject of this agreement and constitutes the entire understanding of the Parties hereto. Subrecipient shall be entitled to no other benefits other than those specified herein. Subrecipient specifically acknowledges that in entering into and executing this agreement, Subrecipient relies solely upon the provisions contained in this agreement and no others.
- B. No changes, amendments, or alterations to this agreement shall be effective unless in writing and signed by both Parties. However, minor amendments, including retroactive, that do not result in a substantial or functional change to the original intent of this agreement and do not cause an increase to the maximum amount

payable under this agreement may be agreed to in writing between Subrecipient and County Executive Officer, provided that the amendment is in substantially the same format as the County's standard format amendment contained in the *Shasta County Contracts Manual* (Administrative Policy 6-101).

- C. The headings that appear in this agreement are for reference purposes only and shall not affect the meaning or construction of this agreement.
- D. If any ambiguity, inconsistency, or conflict exists or arises between the provisions of this agreement and the provisions of any of this agreement's exhibits or appendices, the provisions of this agreement shall govern.

Section 8. NONASSIGNMENT OF AGREEMENT; NON-WAIVER

Inasmuch as this agreement is intended to secure the specialized services of Subrecipient, Subrecipient may not assign, transfer, delegate, or sublet any interest herein without the prior written consent of County. The waiver by County of any breach of any requirement of this agreement shall not be deemed to be a waiver of any other breach.

Section 9. EMPLOYMENT STATUS OF SUBRECIPIENT

Subrecipient shall, during the entire term of this agreement, be construed to be an independent contractor, and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow County to exercise discretion or control over the professional manner in which Subrecipient performs the work or services that are the subject matter of this agreement; provided, however, that the work or services to be provided by Subrecipient shall be provided in a manner consistent with the professional standards applicable to such work or services. The sole interest of County is to ensure that the work or services shall be rendered and performed in a competent, efficient, and satisfactory manner. Subrecipient shall be fully responsible for payment of all taxes due to the State of California or the federal government that would be withheld from reimbursement if Subrecipient were a County employee. County shall not be liable for deductions for any amount for any purpose from Subrecipient's reimbursement. Subrecipient shall not be eligible for coverage under County's workers' reimbursement insurance plan nor shall Subrecipient be eligible for any other County benefit. Subrecipient must issue W-2 and 941 Forms for income and employment tax purposes, for all of Subrecipient's assigned personnel under the terms and conditions of this agreement.

Section 10. INDEMNIFICATION

- A. To the fullest extent permitted by law, Subrecipient shall indemnify and hold harmless County, its elected officials, officers, employees, agents, and volunteers against all claims, suits, actions, costs, expenses (including, but not limited to, reasonable attorney's fees of County Counsel and counsel retained by County, expert fees, litigation costs, and investigation costs), damages, judgments, or decrees arising from the work or the provision of services undertaken pursuant to this agreement by Subrecipient, or by any of Subrecipient's subcontractors, any person employed under Subrecipient, or under any subcontractor, or in any

capacity, except when the injury or loss is caused by the sole negligence or intentional wrongdoing of County. Subrecipient shall also, at Subrecipient's own expense, defend the County, its elected officials, officers, employees, agents, and volunteers, against any claim, suit, action, or proceeding brought against County, its elected officials, officers, employees, agents, and volunteers, arising from the work or the provision of services undertaken pursuant to this agreement by Subrecipient, or any of Subrecipient's subcontractors, any person employed under Subrecipient, or under any Subcontractor, or in any capacity. Subrecipient shall also defend and indemnify County for any adverse determination made by the Internal Revenue Service or the State Franchise Tax Board and/or any other taxing or regulatory agency and shall defend, indemnify, and hold harmless County with respect to Subrecipient's "independent contractor" status that would establish a liability on County for failure to make social security deductions or contributions or income tax withholding payments, or any other legally mandated payment. The provisions of this paragraph are intended to be interpreted as broadly as permitted by applicable law. This provision shall survive the termination, expiration, or cancellation of this agreement.

- B. This indemnification provision is independent of, and shall not in any way be limited by, Subrecipient's insurance coverage or lack of coverage, or by the insurance requirements of this agreement. County acknowledgement or approval of Subrecipient's evidence of insurance coverage required by this agreement does not in any way relieve Subrecipient from its obligations under this Section.

Section 11. INSURANCE REQUIREMENTS

Without limiting Subrecipient's duties of defense and indemnification:

- A. Subrecipient and any subcontractor shall carry Commercial General Liability Insurance, and other coverage necessary to protect County and the public, with limits of \$2 million per occurrence or claim. Such coverage shall:
 - 1. Be equivalent to the current Insurance Services Office (ISO) form CG 00 01, assuring coverage for products and completed operations, property damage, bodily injury, and personal and advertising injury.
 - 2. Include an endorsement, or an amendment to the policy of insurance, naming Shasta County, its elected officials, officers, employees, agents, and volunteers as additional insureds; the additional insureds coverage shall be equal to the current ISO forms CG 20 10 for on-going operations, and CG 20 37 for completed operations.
 - 3. Apply separately to this project and location(s); in the event of a general aggregate limit, the general aggregate limit shall be twice the required per occurrence limit.
 - 4. Contain, or be endorsed to contain, a "separation of insureds" clause which shall read, or have the same effect as:

“Separation of Insureds.

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies:

- a. As if each Named Insured were the only Named Insured; and
 - b. Separately to each suit insured against whom a claim is made or suit is brought.”
- B. Subrecipient and any subcontractor shall carry Automobile Liability Insurance covering any auto, unless Subrecipient has no owned autos then covering at minimum hired and non-owned autos, with limits of \$1 million per occurrence or claim. Such coverage shall:
1. Include, or be endorsed to contain, Additional Insured coverage in favor of Shasta County, its elected officials, officers, employees, agents, and volunteers.
 2. Include, or be endorsed to contain, coverage for hazardous waste transportation, when appropriate to the work being performed.
- C. Subrecipient and any subcontractor shall carry statutorily required Workers' Compensation Insurance, and Employer's Liability Insurance with limits of \$1 million per occurrence or claim, to cover Subrecipient, subcontractor, Subrecipient's partner(s), subcontractor's partner(s), Subrecipient's employees, and subcontractor's(s') employees, covering the full liability for compensation for injury to those employed by Subrecipient or subcontractor. Subrecipient hereby certifies that Subrecipient is aware of the provisions of section 3700 of the Labor Code, which requires every employer to insure against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and Subrecipient shall comply with such provisions before commencing the performance of the work or the provision of services pursuant to this agreement.
- D. Subrecipient shall carry Pollution Liability Insurance applicable to the Subrecipient's profession and the services/work being performed, with limits of not less than \$2 million per occurrence or claim, \$2 million aggregate.
- E. Subrecipient shall require its subcontractors, if any, to carry and maintain insurance coverage and evidence that equals or exceeds the coverage requirements imposed upon Subrecipient by this agreement.
- F. With regard to all insurance coverage required by this agreement:
1. Any deductible or self-insured retention exceeding \$25,000 for Subrecipient or subcontractor shall be disclosed to and be subject to approval by the Shasta County Risk Manager prior to the effective date of this agreement; policy shall provide, or be endorsed to provide, that any

self-insured retention or deductible may be satisfied by either the named insured or County and must also provide that defense costs satisfy the self-insured retention or deductible. Any and all deductibles and self-insured retentions shall be the sole responsibility of Subrecipient or subcontractor who procured such coverage and shall not apply to the Indemnified Additional Insured Parties. County may deduct from any amounts otherwise due Subrecipient to fund the self-insured retention or deductible.

2. If any insurance coverage required hereunder is provided on a “claims made” rather than “occurrence” form, Subrecipient or subcontractor shall maintain such coverage with an effective date earlier or equal to the effective date of this agreement and continue coverage for a period of three years after the expiration of this agreement and any extensions thereof. In lieu of maintaining post-agreement expiration coverage as specified above, Subrecipient or subcontractor may satisfy this provision by purchasing tail coverage for the claims-made policy. Such tail coverage shall, at a minimum, provide coverage for claims received and reported three years after the expiration date of this agreement.
3. In the event coverage is reduced or canceled, or otherwise materially changed, a notice of said reduction or cancellation or change shall be provided to County within 24 hours.
4. Subrecipient hereby grants to Shasta County, its elected officials, officers, employees, agents, and volunteers, a waiver of any right to subrogation or recovery which any insurer of said Subrecipient may acquire against County by virtue of the payment of any loss under such coverage and agrees to obtain any endorsement that may be necessary to affect this waiver; this provision applies regardless of whether or not County has received such a waiver or endorsement.
5. Any available insurance proceeds in excess of the specified minimum limits and insurance coverage pursuant to the terms of this agreement shall be applicable to County.
6. Before the effective date of this agreement, Subrecipient shall provide County with certificates of insurance, and all amendatory endorsements or policy amendments, as evidence of meeting insurance coverage required of this agreement; for purposes of verification of Subrecipient meeting insurance requirements of this agreement, County reserves the right to require any policies, declarations, endorsements, and other documentation.
7. Coverage required herein shall be in effect at all times during the term of this agreement and may be provided by programs of self-insurance when supported by adequate evidence meeting appropriate self-insurance and regulatory compliance. Insurance is to be placed with insurers authorized to transact business in California, with a current A.M. Best’s rating of not less than A:VII, unless otherwise authorized by County.

8. In the event any insurance coverage expires at any time during the term of this agreement, Subrecipient shall provide County, at least 20 days prior to said expiration date, a new endorsement or policy amendment evidencing insurance coverage as provided for herein for not less than the remainder of the term of this agreement or for a period of not less than one year. In the event Subrecipient fails to keep in effect at all times insurance coverage as herein provided and a renewal endorsement or policy amendment is not provided within 10 days of the expiration of the endorsement or policy amendment in effect at inception of this agreement, County may, in addition to any other remedies it may have, terminate this agreement upon the occurrence of such event.
9. For any claims related to this agreement, Subrecipient's coverage shall be primary and non-contributory. Any coverage maintained by Shasta County, its elected officials, officers, employees, agents, and volunteers, shall be excess of the Subrecipient's coverage and shall not contribute with it.
10. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to Shasta County, its elected officials, officers, employees, agents, or volunteers.

Section 12. NOTICE OF CLAIM; APPLICABLE LAW; VENUE

- A. If any claim for damages is filed with Subrecipient or if any lawsuit is instituted concerning Subrecipient's performance under this agreement and that in any way, directly or indirectly, contingently or otherwise, affects or might reasonably affect County, Subrecipient shall give prompt and timely notice thereof to County. Notice shall be prompt and timely if given within 30 days following the date of receipt of a claim or 10 days following the date of service of process of a lawsuit. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. Any dispute between the Parties, and the interpretation of this agreement, shall be governed by the laws of the State of California. Any litigation shall be venued in Shasta County.

Section 13. COMPLIANCE WITH LAWS; NON-DISCRIMINATION

- A. Subrecipient shall observe and comply with all applicable present and future federal laws, state laws, local laws, codes, rules, regulations, and/or orders that relate to the work or services to be provided pursuant to this agreement.
- B. Subrecipient shall not unlawfully discriminate in employment practices or in the delivery of services on the basis of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, medical condition (including cancer, HIV, and AIDS) physical or mental disability, use of family care leave under either the Family & Medical Leave Act or the California Family Rights Act, or on the basis of any other status or conduct protected by law.

- C. Subrecipient represents that Subrecipient is in compliance with and agrees that Subrecipient shall continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. sections 12101, *et seq.*), the Fair Employment and Housing Act (Government Code sections 12900, *et seq.*), and regulations and guidelines issued pursuant thereto. Furthermore, where applicable, Subrecipient represents and warrants all websites created for County, or used by Subrecipient to provide services pursuant to this agreement shall comply with the Americans with Disabilities Act of 1990 and shall specifically conform to the Web Content Accessibility Guidelines found at www.w3.org.7, and comply with section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), Subpart B, 1194.22.
- D. No funds or reimbursement received by Subrecipient under this agreement shall be used by Subrecipient for sectarian worship, instruction, or proselytization in a manner prohibited by law.
- E. In addition to any other provisions of this agreement, Subrecipient shall be solely responsible for any and all damages caused, and/or penalties levied, as the result of Subrecipient's noncompliance with the provisions of this section.

Section 14. ACCESS TO RECORDS; RECORDS RETENTION

- A. County, federal, and state officials shall have access to any books, documents, papers, and records of Subrecipient that are directly pertinent to the subject matter of this agreement for the purpose of auditing or examining the activities of Subrecipient or County. Except where longer retention is required by federal or state law, Subrecipient shall maintain all records for five years after County makes final payment hereunder. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. Subrecipient shall maintain appropriate records to ensure a proper accounting of all funds and expenditures pertaining to the work performed or the services provided pursuant to this agreement. Subrecipient shall maintain records providing information that account for all funds and expenses related to the provision of services provided pursuant to this agreement. Access to these records shall be provided to County during working days, 8:00 a.m. to 5:00 p.m. and at other times upon reasonable notice by County, and upon request of state and federal agencies charged with the administration of programs related to the work or services to be provided pursuant to this agreement.
- C. Subrecipient agrees to accept responsibility for receiving, replying to, and/or complying with any audit exception by appropriate federal, state, or County audit directly related to the provisions of this agreement. Subrecipient agrees to repay County the full amount of payment received for duplicate billings, erroneous billings, audit exceptions, or false or deceptive claims. Subrecipient agrees that County may withhold any money due and recover through any appropriate method any money erroneously paid under this agreement if evidence exists of less than full compliance with this agreement including, but not limited to, exercising a right of set-off against any reimbursement payable to Subrecipient.

Section 15. COMPLIANCE WITH CHILD, FAMILY, AND SPOUSAL SUPPORT REPORTING OBLIGATIONS

Subrecipient's failure to comply with state and federal child, family, and spousal support reporting requirements regarding Subrecipient's employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment relating to child, family, and spousal support obligations shall constitute a default under this agreement. Subrecipient's failure to cure such default within 90 days of notice by County shall be grounds for termination of this agreement.

Section 16. LICENSES AND PERMITS

Subrecipient, and Subrecipient's officers, employees, and agents performing the work or services required by this agreement, shall possess and maintain all necessary licenses, permits, certificates, and credentials required by the laws of the United States, the State of California, the County of Shasta, and all other appropriate governmental agencies, including any certification and credentials required by County. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this agreement and constitutes grounds for the termination of this agreement by County.

Section 17. PERFORMANCE STANDARDS

Subrecipient shall perform the work or services required by this agreement in accordance with the industry and/or professional standards applicable to Subrecipient's work or services.

Section 18. CONFLICTS OF INTEREST

Subrecipient and Subrecipient's officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property, or source of income that could be financially affected by or otherwise conflict in any manner or degree with the performance of the work or services required under this agreement.

Section 19. NOTICES

- A. Except as provided in Section 6.C. of this agreement (oral notice of termination due to insufficient funding), any notices required or permitted pursuant to the terms and provisions of this agreement shall be given to the appropriate Party at the address specified below or at such other address as the Party shall specify in writing. Such notice shall be deemed given: (1) upon personal delivery; or (2) if sent by first class mail, postage prepaid, two days after the date of mailing.

If to County:	Shasta County Administrative Office
	1450 Court Street, Suite 308A
	Redding, CA 96001-1680
	Phone: 530-225-5550
	Email: cao@co.shasta.ca.us

If to Subrecipient: Clear Creek Community Services District
5880 Oak Street
Anderson CA 96007
Phone: 530-357-2121
Email: cccsd@clearcreekcsd.org

- B. Any oral notice authorized by this agreement shall be given to the persons specified in Section 19.A. and shall be deemed to be effective immediately.
- C. Unless otherwise stated in this agreement, any written or oral notices on behalf of the County as provided for in this agreement may be executed and/or exercised by the County Executive Officer or their designee.

Section 20. AGREEMENT PREPARATION

It is agreed and understood by the Parties that this agreement has been arrived at through negotiation and that neither Party is to be deemed the Party which created any uncertainty in this agreement within the meaning of section 1654 of the Civil Code.

Section 21. COMPLIANCE WITH POLITICAL REFORM ACT

Subrecipient shall comply with the California Political Reform Act (Government Code, sections 81000, *et seq.*), with all regulations adopted by the Fair Political Practices Commission pursuant thereto, and with the County's Conflict of Interest Code, with regard to any obligation on the part of Subrecipient to disclose financial interests and to recuse from influencing any County decision which may affect Subrecipient's financial interests. If required by the County's Conflict of Interest Code, Subrecipient shall comply with the ethics training requirements of Government Code sections 53234, *et seq.*

Section 22. PROPERTY TAXES

Subrecipient represents and warrants that Subrecipient, on the date of execution of this agreement, (1) has paid all property taxes for which Subrecipient is obligated to pay, or (2) is current in payments due under any approved property tax payment arrangement. Subrecipient shall make timely payment of all property taxes at all times during the term of this agreement.

Section 23. SEVERABILITY

If any portion of this agreement or application thereof to any person or circumstance is declared invalid by a court of competent jurisdiction or if it is found in contravention of any federal or state statute or regulation or County ordinance, the remaining provisions of this agreement, or the application thereof, shall not be invalidated thereby and shall remain in full force and effect to the extent that the provisions of this agreement are severable.

Section 24. COUNTY'S RIGHT OF SETOFF

To the fullest extent permitted by law, County shall have the right but not the obligation, to setoff, in whole or in part, against any reimbursement owed to Subrecipient or any of its

subsidiaries under any contract with the County, any amount of any Federal or State audit liability owed by or claimed or asserted against the County or any amounts owed to County by Subrecipient or its subsidiaries.

Section 25. CONFIDENTIALITY

During the term of this agreement, both Parties may have access to information that is confidential or proprietary in nature. Both Parties agree to preserve the confidentiality of and to not disclose any such information to any third party without the express written consent of the other Party or as required by law. This provision shall survive the termination, expiration, or cancellation of this agreement.

Section 26. USE OF COUNTY PROPERTY

Subrecipient shall not use County premises, property (including equipment, instruments, and supplies), or personnel for any purpose other than in the performance of Subrecipient's obligations under this agreement.

Section 27. COUNTERPARTS/ELECTRONIC, FACSIMILE, AND PDF SIGNATURES

This agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this agreement. The Parties further agree that the electronic signatures of the Parties included in this agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (h) of Section 1633.2 of the Civil Code. Facsimile signatures or signatures transmitted via pdf document shall be treated as originals for all purposes.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, County and Subrecipient have executed this agreement on the dates set forth below. By their signatures below, each signatory represents that they have the authority to execute this agreement and to bind the Party on whose behalf their execution is made.

COUNTY OF SHASTA

Date: _____

DAVID J. RICKERT
County Executive Officer
County of Shasta
State of California

APPROVED AS TO FORM:
MATTHEW M. MCOMBER
Acting County Counsel

By: _____
GRETCHEN M. STUHR
Senior Deputy County Counsel

Date: _____

RISK MANAGEMENT APPROVAL

By: _____
James Johnson
Risk Management Analyst III

Date: _____

SUBRECIPIENT

Date: _____

By: _____
Paul Kelley, General Manager
Clear Creek Community Services District
Tax I.D.#: 94-1623667

WATER INFRASTRUCTURE GRANT PROGRAM: APPLICATION

EXHIBIT A

1. APPLICANT INFORMATIONLegal Name of Entity: Clear Creek Community Services DistrictPhysical Address: 5880 Oak Street, Anderson CA 96007Mailing Address: 5880 Oak Street, Anderson CA 96007Grant Contact: Paul Kelley - General Manager; paul.kelley@clearcreekcsd.com; 530-357-2121Finance Contact (if different than above): Melissa Tenney - Bookkeeper; melissa.tenney@clearcreekcsd.comEmployer Identification Number (EIN): 94-1623667Unique Entity Identifier (UEI): LVE5YWEV8BM6Applicants must be registered with SAM.gov. My entity is registered with SAM.gov. ☒ Yes**2. PROJECT INFORMATION**

List projects that you intend to pursue with these grant funds. See Exhibit C for a list of eligible categories.

#	Project Description	Eligible Category	Total Estimated Cost	ARPA Funds Requested
1	Water Meter repair, Meter reading automation, water loss	Drinking Water: Transmission & Distribution	\$ 290,770	\$ 260,129
2	prevention, customer conservation support program.		\$	\$
3			\$	\$
4			\$	\$
5			\$	\$
6			\$	\$
	Total		\$ 290,770.00	\$ 260,129.00

3. ACKNOWLEDGEMENT

I acknowledge that I have read, understand, and agree to the responsibilities outlined above, certify that the foregoing information is true and correct, and I have the authorization to submit this application on behalf of the Clear Creek Community Services District

DocuSigned by:
By: Paul Kelley
7FF98DB97537408...

Date: 12/07/2022 | 2:47 PM PST

Exhibit B

Field Name	Project Expenditure Category Group	Project Expenditure Category	Project Name	Project Identification Number (Assigned by recipient)	Status of Completion	Cancelled Status of Completion Explanation	Total Cumulative Obligations	Total Cumulative Expenditures	Current Period Obligations	Current Period Expenditures	Project Description	Projected/actual construction start date	Projected/actual initiation of operations date	Location (for broadband, non-spatial location data)	Location Details	National Pollutant Discharge Elimination System (NPDES)	Public Water System (PWS) ID number	Median Household Income of service area	Lowest Quintile Income of the service area
Field Status	Required	Required	Required	Required	Required	Conditional	Required	Required	Required	Required	Required	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional	Conditional
Reporting Fields																			
Help Text			Enter Project Name (Text - max Characters 80)	Identification number assigned to project by recipient (Alpha Numeric - max characters 20). DO NOT USE Duplicate Project Numbers, system updates record on duplicate project ID.		If you selected "Cancelled" for the Status of Completion, please provide an explanation. (Text - max character 255)	The total dollar value of obligations for this project. DO NOT include a "\$" sign or commas "," when entering Amounts.	The total dollar value of expenditures for this project. DO NOT include a "\$" sign or commas "," when entering Amounts.	The dollar value of obligations for this project for the current period. DO NOT include a "\$" sign or commas "," when entering Amounts.	The dollar value of expenditures for this project for the current period. DO NOT include a "\$" sign or commas "," when entering Amounts.	Enter Project Description (Text - max characters 1,500)	Projected/actual construction start date Valid Date - (MM/DD/YYYY)	Projected/actual initiation of operations date Valid Date - (MM/DD/YYYY)	Select one of the valid predefined responses from the picklist: -Latitude/longitude (WGS84 or NAD83 geographic coordinate system) -Address -Address Range -Road Segment	(Text - Max Characters 255)	National Pollutant Discharge Elimination System (NPDES) Permit Number (if applicable, for projects aligned with the Clean Water State Revolving Fund) (Text - Max Characters 50)	Public Water System (PWS) ID number (if applicable, for projects aligned with the Drinking Water State Revolving Fund) (Text - Max Characters 50)	For median income of Census Tracts and other geographic areas, recipients should refer to the most recent American Community Survey 5-year estimates available through the Census website. DO NOT include a "\$" sign or commas "," when entering Amounts.	The final rule defines a household as low income if it has (i) income at or below 185 percent of the Federal Poverty Guidelines (FPG) for the size of its household based on the most recently published poverty guidelines by the Department of Health and Human Services (HHS) or (ii) income at or below 40 percent of the Area Median Income (AMI) for its county and size of household based on the most recently published data by the Department of Housing and Urban Development (HUD). DO NOT include a "\$" sign or commas "," when entering Amounts.

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [Recipient to provide]	DUNS Number: [Recipient to provide] Taxpayer Identification Number: [Recipient to provide] Assistance Listing Number: 21.027
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Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

Authorized Representative:

Title:

Date signed:

U.S. Department of the Treasury:

Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS LOCAL FISCAL RECOVERY FUND
AWARD TERMS AND CONDITIONS

1. Use of Funds.
 - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
 - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
 - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
 - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
 - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
 - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
 - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
 - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
 - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
 - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
 - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
 - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
 - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
 - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
 - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
 - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
 - b. Any debts determined to be owed the federal government must be paid promptly by

Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Treasury employee responsible for contract or grant oversight or management;
 - v. An authorized official of the Department of Justice or other law enforcement agency;
 - vi. A court or grand jury; or
 - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

WATER INFRASTRUCTURE GRANT PROGRAM: APPLICATION

EXHIBIT A

1. APPLICANT INFORMATIONLegal Name of Entity: Clear Creek Community Services DistrictPhysical Address: 5880 Oak Street, Anderson CA 96007Mailing Address: 5880 Oak Street, Anderson CA 96007Grant Contact: Paul Kelley - General Manager; paul.kelley@clearcreekcsd.com; 530-357-2121Finance Contact (if different than above): Melissa Tenney - Bookkeeper; melissa.tenney@clearcreekcsd.comEmployer Identification Number (EIN): 94-1623667Unique Entity Identifier (UEI): LVE5YWEV8BM6Applicants must be registered with SAM.gov. My entity is registered with SAM.gov. ☒ Yes**2. PROJECT INFORMATION**

List projects that you intend to pursue with these grant funds. See Exhibit C for a list of eligible categories.

#	Project Description	Eligible Category	Total Estimated Cost	ARPA Funds Requested
1	Water Meter repair, Meter reading automation, water loss	Drinking Water: Transmission & Distribution	\$ 290,770	\$ 260,129
2	prevention, customer conservation support program.		\$	\$
3			\$	\$
4			\$	\$
5			\$	\$
6			\$	\$
	Total		\$ 290,770.00	\$ 260,129.00

3. ACKNOWLEDGEMENT

I acknowledge that I have read, understand, and agree to the responsibilities outlined above, certify that the foregoing information is true and correct, and I have the authorization to submit this application on behalf of the Clear Creek Community Services District

DocuSigned by:
By: Paul Kelley
7FF98DB97537408...

Date: 12/07/2022 | 2:47 PM PST

Field Name	Project Expenditure Category Group	Project Expenditure Category
Field Status	Required	Required
Reporting Fields	5-Infrastructure	5.11-Drinking water: Transmission & distribution

Project Name	Project Identification Number (Assigned by recipient)	Status of Completion
Required	Required	Required
Meter automation, water loss prevention and customer conservation program	DIST00202401AMR	Not started

Cancelled Status of Completion Explanation	Total Cumulative Obligations	Total Cumulative Expenditures
Conditional	Required	Required
	290,770	290,770

Current Period Obligations	Current Period Expenditures	Project Description
Required	Required	Required
25,000	0	This project will update, repair, and/or install automated meter reading devices on over 1700 Clear Creek customers meters (over 70% of the District Meters. This will facilitate more accurate and timely meter reading for customer billing and use. The program will also help the district and it's customers with leak/water loss detection and help with the customer's conservation efforts during droughts and other water years. This program will also help with data transmission and security for customer billings and water use accounts.

Projected/actual construction start date	Projected/actual initiation of operations date	Location (for broadband, geospatial location data)	Location Details
Conditional	Conditional	Conditional	Conditional

National Pollutant Discharge Elimination System (NPDES)	Public Water System (PWS) ID number	Median Household Income of service area	Lowest Quintile Income of the service area
Conditional	Conditional	Conditional	Conditional

ARPA Water Grant - Estimated Allocations

	Connections	Final Allocation
Water Districts and Community Service Districts:		
Bella Vista	6,303	699,784
Burney	1,668	185,188
Centerville CSD	1,280	142,111
Clear Creek CSD	2,343	260,129
Cottonwood	1,150	127,678
Fall River Valley CSD	465	51,626
Mountain Gate	670	74,386
Shasta CSD	942	104,585
Total: 14,821 connections	14,821	
County Service Areas providing Water:		
CSA 2 Sugarloaf	61	50,000
CSA 3 Castella	102	50,000
CSA 6 Jones Valley	491	54,513
CSA 8 Palo Cedro	83	50,000
CSA 11 French Gulch	82	50,000
CSA 13 Alpine Meadows	42	50,000
CSA 23 Crag View	83	50,000
Total: 944 connections	944	
Total	15,765	2,000,000



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

MEMO

Date: September 20th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: **6d – Water Usage & Report – (Discussion/Action)**

Discussion/Action:

6.d – Water Usage Report – (Discussion)

The GM reported to the Board last month on preliminary findings related to usage and water loss. This is just another report / update on current activities and for the Board's information.

Refer to last months memo for some more detailed background information.

For reference:

The primary way the GM is looking at this is from two directions. One direction from the Treatment plant (as reported to the Bureau as water through the Treatment plant into the Conduit), Then North Booster Station Meters (a way to see about potential loss on the Conduit), then from the North Booster into system to customer meters. The other direction is taking Customer payments (Revenue/Receipts) to calculate the Acre feet that represents, compared to what is Billed (projected revenue), and compare that to what enters the system at North Booster....

Since the meter reads are usually around the 20th of the Month and the figures reported to the Bureau and on the Revenue are based on the first of the month through the end of the month. Therefore, individual month review can have some skewed numbers and its best to look over a number of months where these numbers flow together.

This is an ongoing process and exercise and is primarily a reporting and tracking issue that needs the Districts attention and for the boards consideration and input. Water loss in the system and or from leaks etc. is common and the District should be considering this during water usage scheduling and rate setting.

This also provides some background and impetus for other grant opportunities.

For Board discussion and consideration.

Recommendation:

Review, Discussion, Provide Input or Direction to Staff



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MEMO

Date: October 18th 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 September 18, 2023

- The three / four dead trees in front of the District board room were removed by PGE contractor and the staff has started on clean up – including the stump removal and smoothing dirt.
- I reported last month that I received multiple inquiries for a Fire Hydrant a Igo school and the District Supervisor hosted a meeting to review. I also attended the Igo-Ono CSD meeting to inform them that it needs engineering and cost estimate and that all cost to be paid by the community, county or ? – not Clear Creek. The County is still looking at costs and next steps.
- I was asked to lead the Water resources managers lunch meeting/coordination and look forward to helping the Shasta county water managers.
- The shut offs and delinquencies continue: The Account Clerk and Admin Assistant have worked very hard on Shut offs/Delinquencies etc. As reported this will help with revenue as well as honing the data base for conversion to CUSI.
- Lots of work on the items needed for the Finance committee and Board meeting – Mainly the Budget to actuals and budget amendment.
- TDS is getting power for their fiber, and Computer Logistics and Com-Pair worked on getting more internet speed to the District, and TDS supplied backup copper internet connection.
- Worked on the three grant projects: - Update on this meeting's regular calendar.
 - Backwash ponds – In final design after comments from the Federal agencies and state agencies. As reported, this one is looking to go out to bid by end of October and award scheduled for December Board of Directors meeting.
 - Emergency Electrical/SCADA – Components starting to be installed – this month the new box, meter, valve, coming weeks the communications cable and the electronics on both ends.
 - ARPA – on this agenda to sign the agreement with Shasta County and then rolling this meter update program into 2024.
- The MOU requires a review of the District's retiree medical program and I met with our actuarial to review options. The staff met, the union has provided a proposal and the actuarial was provided an update – and is working on costs and next steps.
- The GM performance review is in the Boards hands and will be part of this meeting. We are still working on the employee handbook.
- Worked on the "water loss" project – as described in the agenda item on this. Gathering information, and creating a spreadsheet to track and recognize these elements.
- Met with Customers related to water use by neighbors and meters and base rates.
- Other/More – Verbal



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MEMO

Date: October 18th 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 90 Accounts that are 90+ days delinquent totaling \$54,255.29.
There were 102 Accounts that are 60 Days delinquent totaling \$8,906.82.
There were 159 Accounts that are 30 Days delinquent totaling \$13,841.13.

Delinquency Progress: In total for the month of September, \$19,860.16 was collected on 60+ day delinquent accounts. \$13,290.20 of that total collected was from LIHWAP payment assistance program.

The focus on Delinquencies have had obvious benefits and good results. It also helps clean up the customer data base as we move to converting to CUSI – the new customer billing software. And the CCCSD Office Staff would again like to thank and commend the intake/outreach coordinators at Self-Help Home Improvement Project (SHHIP) who have been working quickly helping our customers prevent getting their water service shut off and approved for LIHWAP.

WTP OPERATIONS - The WTP produced 395af; Clear Creek CSD used 256AF of SW in September. (Palmaymesa)

Well Water Production- 0 af in July. McConnell – 100af

- Staff has been busy with routine maintenance, monitoring and operation of the WTP. The USBR is allowing the WTP intake to remain on the upper elevation.
- Staff has replaced one of the two chemical carrier pumps. These pumps run continuously and are rotated monthly. The pump that was replaced was new in 2015.
- The WTP generator annual service has been completed.
- Staff has finalized the review of the Backwash Pond Repair Project. PACE Engineering is expecting the project to go bid in the next few weeks.

DISTRIBUTION OPERATIONS REPORT - (Chacon)

1. Distribution crew has replaced 4 faulty air valves on HVRD, Hawthorne, Palm, and Olinda.
2. On 9/29/2023 Distribution crew responded to a 10" main line break on Flowers Ln. The crew worked through the night to restore water to customers.
3. In the coming weeks we will be finishing cleanups.
4. Field Crew has been replacing some of the end points that are not working and will continue replacing them as time permits and repairs are being done.
5. Water samples results are negative



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MEMO

Date: October 18th 2023
To: Board of Directors
From: General Manager – Paul Kelley
Re: 9 – Standing Committee Report

Report: From members of the Committees listed:

Note:

- 9.a – Agriculture – Supplemental water program for November meeting
- 9.b – Finance – Report on October 17th meeting
- 9.c – Planning / Steering –