



5880 Oak Street, Anderson, CA 96007  
Phone: (530) 357-2121 Email: cccsd@clearcreekcsd.org

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

**General Manager: Dale Mancino**

**REGULAR MEETING: March 18, 2026, at 6:00PM: District Office Board Room**

### **AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**OPEN TIME/PUBLIC COMMENT:** Pursuant to Gov. code §54950, 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.

### **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.

- 2. Minutes from Meetings: 2/18/2026 Finance Committee Meeting; 2/18/26 Regular Meeting, 2/26/26 Planning and Steering Committee**
- 3. Bills Paid: February 2026**
- 4. Activity P&L Report: February 2026**

### **REGULAR AGENDA (Discussion/Action)**

- 5. Discussion and Possible Action Regarding Closure of the Carr Fire Account, Transfer of Funds and Additional Reserve Accounts (Discussion/Action)**
- 6. Discussion and Possible Action on Districts Contribution of Centerville SCADA Monitoring Costs (Discussion/Action)**

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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- 7. Temporary Bookkeeper/Accountant Hire Through O2 Staffing Agency**  
(Discussion/Action)
- 8. General Managers Report**
- 9. Operations Oral Report**
- 10. 2026 Water Rates & Charges** (Discussion/Action)

## **11. STANDING COMMITTEES & AD HOC COMMITTEES REPORT OUTS**

- a. **Agriculture Committee –**
- b. **Finance Committee –**
- c. **Planning/Steering Committee –**
- d. **Personnel Committee –**
- e. **Centerville Contract Ad Hoc Committee –**
- f. **Proposition 218 Advisory Committee -**

## **12. BOARD ITEMS**

### **13. CLOSED SESSION ANNOUNCEMENT:**

- a. **Personnel Matter – Government Code §54957(b)(1), §54957.6 The Board will meet in Closed Session for an update on Personnel.**

## **14. ADJOURN THE MEETING**

#### ADA Related Disabilities:

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#### **11. BOARD ITEMS**

#### **12. ADJOURN THE MEETING**

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## **Board of Directors**

**Directors - Beverly Fickes, Scott McVay**

**General Manager: Dale Mancino**

### **FINANCE COMMITTEE**

**February 18th, 2025, at 10:00 am: 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: 9:55 AM**

**2. PLEDGE OF ALLEGIANCE:**

**3. ROLL CALL: Director Scott McVay, Director Beverly Fickes, General Manager Dale Mancino, Bookkeeper Shireen Erlei, Administrative Assistant Emily King**

**4. OPEN TIME/PUBLIC COMMENT: None**

**5. DISCUSSION/ACTION ITEMS:**

*Director Fickes and Director McVay agreed and appointed Director McVay as the Chair for the Finance Committee.*

**a. Activity Reports Review**

- ii. **Profit & Loss Budget vs. Actual (6 month FY24/25):** Receive and review the updated Profit and Loss statement, including year-end data.

*Director Fickes and Chair McVay conducted a detailed review of the six-month Profit & Loss Budget vs. Actuals Report. They asked clarifying questions of Bookkeeper Shireen Erlei and offered suggestions to improve the formatting of the Profit & Loss reports to enhance transparency and make them easier for both the Board and the community to understand. The discussion also*

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*included the appropriate placement of grant funds and insurance reimbursements within the Profit & Loss reports.*

#### **b. Preliminary FY2025–26 Budget Development**

- Discussion of FY2025–26 budget framework, identify priorities, and provide direction to staff for further development.

*Directors McVay and Fickes reviewed the Budget vs. Actuals report and discussed areas of variance. The Directors identified priority areas for consideration in the upcoming fiscal year and noted several expenditures that may have been coded to incorrect budget line items. Suggestions were provided regarding accounts that warrant closer review.*

#### **c. Bank Balances & Financial Position Update**

- Receive and discuss current bank balances and District financial position.

*Directors McVay and Fickes received and reviewed the report on current bank balances and the District's overall financial position. Discussion included the closure of the Carr Fire Insurance Fund Account and reviewed current balances and interest earned on the CD accounts and discussed how those funds factor into the District's financial outlook.*

### **6. ADJOURN THE MEETING: 11:29 AM**

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

**General Manager: Dale Mancino**

**REGULAR MEETING: February 18, 2026, at 6:00PM: District Office Board Room**

### **MINUTES**

**CALL TO ORDER: 6:00PM**

**PLEDGE OF ALLEGIANCE:** *Led by Chair Fickes*

**ROLL CALL:** *Director Johnston, Director Fickes, Director McVay, General Manager Dale Mancino, Administrative Assistant Emily King*  
*Absent: Director Lincoln, Director Beaver*

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

*District Supervisor Chris Kelstrom provided an update regarding the dilapidated building located on Happy Valley Road near the Community Center. Supervisor Kelstrom reported that the current property owners do not intend to demolish the structure at this time. He advised that members of the public who have concerns regarding the safety of the building may contact Shasta County Code Enforcement to file complaints or report safety concerns.*

*Director McVay, on behalf of community member Sandy Winters, announced that the next Fire Wise meeting will be held on Thursday, February 26, at 6:00 p.m. at the Community Center.*

**The Board adjourned from Regular Session at 6:05 PM and convened into Closed Session.**

#### **I. CLOSED SESSION ANNOUNCEMENT:**

##### **a. Public Employee Discussion – Government Code §54957(b)(1), §54957.6**

The Board will meet in Closed Session with legal counsel to conduct a performance review of the General Manager.

**The Board reconvened into Open Session at 6:12 PM. No reportable action was taken during Closed Session.**

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## CONSENT AGENDA

- 2. Minutes from Meetings: January 21, 2026**
- 3. Bills Paid: January 2026**
- 4. Activity P&L Report: January 2026**

*Director Fickes inquired about the water quality analyses required by the Distribution Department. In response, General Manager Dale Mancino stated that the Distribution Department conducts analyses related to well testing.*

*Director McVay commented that he would like to see a clearer bottom line reflected on the Profit and Loss reports.*

*Director McVay, 2nd Director Johnston  
Vote 3-0*

## REGULAR AGENDA

### **5. Grant Consultant Update**

*Grant Consultant Jim Wadleigh provided a slideshow presentation updating the Board on current grant opportunities and funding considerations. Mr. Wadleigh reported that the District does not currently meet the high-risk criteria required to qualify for SAFER grant funding. He also discussed the limited availability and unpredictability of federal grant programs.*

*Mr. Wadleigh addressed the importance of project transparency, capital project fee structures, and overall financial readiness when pursuing grant funding. He advised that the USDA will serve as the District's primary capital funding partner moving forward.*

*Mr. Wadleigh stated that while the District will continue to pursue grant opportunities, it should not rely on them as guaranteed funding sources. He further emphasized that all outstanding audits should be completed promptly, as clean and current financial records are required for grant eligibility. Additionally, he recommended that the District adopt a realistic Capital Improvement Plan by spring in preparation for the Proposition 218 rate study.*

*Discussion took place regarding potential Capital Improvement Projects, including which projects may be completed in-house, along with preliminary cost estimates related to Pace Engineering's role in the development of the Capital Improvement Plan.*

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## **6. Mid-Pacific Water Users Conference Report**

*Director Fickes provided a report on the Mid-Pacific Water Users Conference she attended in January. She shared that the experience was very positive and encouraged Vice Chair Johnston to consider attending in the future.*

*Director Fickes discussed a session she attended regarding the Klamath River and also referenced a solar company she met with that installs solar panels that floats on water at no cost to the District. General Manager Dale Mancino reported that he has contacted the company and is currently awaiting a response.*

## **7. General Managers Report**

*General Manager Dale Mancino presented his monthly General Manager's Report, which included updates on financial and administrative improvements, progress related to the Centerville contract, and the overall stability and reliability of the District's operational systems.*

## **8. Operations Oral Report**

*General Manager Dale Mancino presented the monthly Operations Report. He noted that arrears accounts decreased by 63 accounts, totaling \$11,369 in January compared to December. In response to Director Fickes, Administrative Assistant Emily King stated that she attributes the steady decrease to consistent practices and providing good customer service, working with customers to make payments rather than using threats.*

*General Manager Dale Mancino reviewed maintenance and repairs at the Water Treatment Plant. He reported that the radar level transmitter on Pond 2 has been completed. Staff are manually backwashing and adjusting chemicals due to a faulty actuator on Train 4. After inspection, Train 6 was found to be operating better than expected and is not as critical as initially believed.*

*General Manager Dale Mancino reviewed maintenance and repairs at the Water Treatment Plant. He reported that the radar level transmitter on Pond 2 has been completed. Staff are manually backwashing and adjusting chemicals due to a faulty actuator on Train 4. After inspection, Train 6 was found to be operating better than expected and is not as critical as initially believed.*

## **9. STANDING COMMITTEES & AD HOC COMMITTEES REPORT OUTS**

- a. Agriculture Committee** – Meeting is scheduled for 3/25/26 at 6pm.
- b. Finance Committee** – Met 2/18/26, Director McVay stated they are making progress but there is still items that need to be corrected.
- c. Planning/Steering Committee** – Meeting is scheduled for 2/26/26 at 2pm.
- d. Personnel Committee** – Not Met.
- e. Centerville Contract Ad Hoc Committee** – Meeting monthly with good progress, current focus is fair charges during a drought with limited water allocation.

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f. **Proposition 218 Advisory Committee** – *First meeting is scheduled for 2/19/26 at 6:30pm.*

*In response to a question from a member of the public, Director McVay provided a detailed explanation of what a Proposition 218 study entails.*

**10. BOARD ITEMS:** *None*

**11. ADJOURN THE MEETING:** 7:30 PM

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## **Board of Directors**

### **Directors – Logan Johnston Scott McVay**

**General Manager: Dale Mancino**

### **Planning and Steering Committee**

**February 26th, 2025, at 1:00 pm: 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: 1:07 pm**

**2. PLEDGE OF ALLEGIANCE:**

**3. ROLL CALL: Director Scott McVay, Director Logan Johnston, General Manager Dale Mancino, Consultant Jim Wadleigh**

**4. APPOINTMENT OF CHAIR: Scott McVay was appointed Chair for the committee (no opposition noted).**

### **5. DISCUSSION/ACTION ITEMS:**

a. Capital Improvement Program (CIP) Development and Project List Review Jim Wadleigh (consultant) presented a comprehensive draft CIP project list combining in-house and grant-funded efforts for water treatment, distribution, and related infrastructure.

- Projects discussed included valve replacements, PRV installations/replacements (e.g., 42-inch Colerain Avenue PRV), isolation valve work, piping needs, pressure reducing valve (PRV) station improvements, distribution system renewal, storage expansion, and full water treatment plant rebuild (estimated \$8–12 million range, updated from prior estimates).
- Funding sources reviewed: State Water Resources Control Board, USDA, Prop 1/68, SAFER, regional partnerships, loans, and Prop 218 project fees.

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- Prioritization strategy emphasized: in-house for smaller items (e.g., valve rebuilds during normal hours to avoid overtime), bundling for grant eligibility, and sequencing to avoid concurrent major disruptions.
- Committee directed refinement: break down by water treatment vs. distribution; incorporate engineering updates on costs/schedules; add narratives explaining necessity, impacts, and alternatives; prioritize distribution valves/PRVs for isolation and pressure management; explore regional collaboration (e.g., with Centerville) for transmission pipe vulnerabilities.
- Emphasis on transparency: prepare maps, breakdowns, and public-friendly explanations showing costs, benefits, and phased implementation to justify any future Prop 218 fees.

b. Reserve Accounts Review and Recommendations Discussion on restructuring reserve accounts for better tracking and purpose alignment.

- Recommendation to Board: Create dedicated Capital Improvement reserve accounts for (1) Water Treatment, (2) Distribution, and (3) Administrative Building.
- Proposal for separate Maintenance reserve (or budget line item) for Administrative Building (e.g., AC/furnace, roof, minor repairs), funded at approximately \$0.10 per customer per month (~\$3,500–\$3,600 annually based on ~2,973 paying connections).
- Capital Improvement funding suggestion: \$0.20–\$0.25 per customer per month for Administrative Building; \$2–\$5 per customer per month for water treatment/distribution (phased, with initial higher amount possible then reduced).
- Delete Carr Fire Insurance Fund account (funds repurposed/reviewed).
- Water treatment operations portion (4.1% of water rate) to be renamed/restricted to “Water Treatment Plant Operations” reserve (not generic operations).
- Direction to explore moving certain restricted/reserve balances into short-term CDs for improved interest earnings (3–3.5% potential vs. current sweep account rates), while maintaining accessibility.
- Committee will recommend Board approval of new accounts and deletions at upcoming meeting.

c. Backwash Pond Grant Reconciliation and Financial Updates Dale Mancino provided update on backwash pond project closeout.

- All contractor applications for payment (through #17) reviewed; project completed and grants substantially funded.
- Discussion on capturing remaining eligible costs (e.g., ~\$984 sludge handling labor/fuel not yet coded to reimbursement; potential administrative/overtime costs).
- Direction: Finalize reconciliation documentation; ensure full eligible reimbursement before signing completion certificate; send detailed timeline (invoices → state submission → reimbursement → loan paydown) for committee review.

d. Prop 218 Rate Process Timeline and Preparation

- Target: Complete financial analysis and justifications by end of May 2025.
- North Booster Station electrical/HCF data to be finalized before April 1, 2025 hearing.
- Proposed schedule: Public notice by May 30, 2025 → public hearing mid-July 2025 → new rates effective August billing.

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- Emphasis on transparency: detailed breakdowns of cost increases (e.g., chemicals, PG&E, insurance), percentage changes over years, and project justifications; full public access via website and printed materials.

e. Other Matters

- Handbook updates recommended: Add Enterprise Anderson Groundwater Sustainability Agency (EAGSA) reference alongside Groundwater Sustainability Agency (GSA); include generic definition/duties for ad hoc committees (time-limited, specific purpose).
- Discussion of future opportunities: water sales to south (target \$25/acre-foot profit to reserves), potential solar/electric generation at district facilities, missed prior opportunities (e.g., cell tower).
- Next Planning & Steering Committee meeting scheduled for March 31, 2025 at 1:00 pm.

5. **ADJOURN THE MEETING: 2:24 PM**

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11:00 AM

03/10/26

Accrual Basis

## Clear Creek Community Services District Transaction Detail by Account February 2026

Type	Date	Num	Name	Memo	Amount
<b>8000 - Accounts Payable</b>					
Bill Pmt -Check	02/02/2026	34667	AT&T	WTP 530-246-2316/530-246-7334	-613.07
Bill Pmt -Check	02/02/2026	Auto Paid	Humana - Dental Ins	412851-001	-1,054.57
Bill Pmt -Check	02/03/2026	EFT	CalPERS 1800 Health Ins	01/26 Health Insurance	-22,775.22
Bill Pmt -Check	02/05/2026	Auto Paid	Waste Management	3-99477-15008	-410.61
Bill Pmt -Check	02/09/2026	Auto Paid	Wells Fargo Vendor Financial Svc...	Customer #1056084522 / Contract #...	-183.40
Bill Pmt -Check	02/11/2026	Auto Paid	Cintas Corporation	22228100	-200.70
Bill Pmt -Check	02/11/2026	ACH	RCAC -Loan Fund BWP Grant	1140-CCCSO-02	-500,000.00
Bill Pmt -Check	02/11/2026	ACH	RCAC -Loan Fund BWP Grant	1140-CCCSO-02	-500,000.00
Bill Pmt -Check	02/13/2026	Auto Paid	Pacific Gas & Electric	WTP - Pond 10620 Page Bar Rd	-282.02
Bill Pmt -Check	02/13/2026	Auto Paid	Pacific Gas & Electric	WTP 10620 Page Bar Rd	-3,879.84
Bill Pmt -Check	02/13/2026	34669	Ace Hardware - Acct# 2118	2118	-91.43
Bill Pmt -Check	02/13/2026		Badger Meter, Inc.	QuickBooks generated zero amount ...	0.00
Bill Pmt -Check	02/13/2026	34670	Bay Alarm Company	1201366	-33.32
Bill Pmt -Check	02/13/2026	34671	Country Market	Dist: Fuel	-170.00
Bill Pmt -Check	02/13/2026	34672	D & H Water Systems	WTP: Annual Chlorine Service	-337.70
Bill Pmt -Check	02/13/2026	34673	Downey Brand	47614	-39.19
Bill Pmt -Check	02/13/2026	34674	FedEx	2022-4500-4	-36.93
Bill Pmt -Check	02/13/2026	34675	Ferguson Waterworks	409921	-211.52
Bill Pmt -Check	02/13/2026	34676	Gasket Specialties-SFX	WTP: Remainder of Invoice was not ...	-44.14
Bill Pmt -Check	02/13/2026	34677	Happy Stop Market	Dist: Monthly Fuel Expense Jan 2026	-975.84
Bill Pmt -Check	02/13/2026	34678	Harvest Printing Company	Customer Billing	-3,360.07
Bill Pmt -Check	02/13/2026	34679	Les Schwab	Dist - 4 Tires Truck 11	-1,277.52
Bill Pmt -Check	02/13/2026	34680	Mission Linen Supply		-169.22
Bill Pmt -Check	02/13/2026		Pace Supply Corp	QuickBooks generated zero amount ...	0.00
Bill Pmt -Check	02/13/2026	34681	Prentice Long, PC		-5,413.75
Bill Pmt -Check	02/13/2026	34682	Primo Brands	WTP: Drinking Water - Rental & Wat...	-65.54
Bill Pmt -Check	02/13/2026	34683	Professional Exterminator of Redd...	17387	-65.00
Bill Pmt -Check	02/13/2026	34684	SCP Distributors, LLC	970914	-47.66
Bill Pmt -Check	02/13/2026	34685	Telstar Instruments, Inc.	CLECC	-2,128.03
Bill Pmt -Check	02/15/2026	Auto Paid	TDS	530-357-2121	-387.90
Bill Pmt -Check	02/17/2026	34686	Emily King	Emily King Mileage 34.9@.70 / 144.5...	-129.19
Bill Pmt -Check	02/18/2026	EFT	CalPERS 1800 Health Ins	02/26 Health Insurance	-21,205.16
Bill Pmt -Check	02/18/2026	EFT	CalPERS 1800 Health Ins	Admin Fee-Retired Annuitant Late F...	-3,800.00
Bill Pmt -Check	02/18/2026	Auto Paid	Cintas Corporation	22228100	-1,463.19
Bill Pmt -Check	02/19/2026	Auto Paid	Pacific Gas & Electric	Cloverdale/Clear Crk N Booster	-715.03
Bill Pmt -Check	02/19/2026	Auto Paid	Pacific Gas & Electric	Outdoor Lights	-21.32
Bill Pmt -Check	02/19/2026	Auto Paid	Pacific Gas & Electric	Clear Creek Rd/Happy Valley	-86.99
Bill Pmt -Check	02/23/2026	Auto Paid	Pacific Gas & Electric	5880 Oak/Gas Point Well #3	-1,263.86
Bill Pmt -Check	02/23/2026	Auto Paid	Pacific Gas & Electric	Wells 1 & 2	-748.14
Total 8000 - Accounts Payable					-1,073,687.07
<b>TOTAL</b>					<b>-1,073,687.07</b>

## Clear Creek Community Services District

## Profit &amp; Loss

February 2026

	Feb 26
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
11000 · Revenue - Customer Accts	
11005 · Base Rate Charge	-60.49
11010 · Domestic Water Sales	-140.86
11020 · Agricultural Water Sales	23.85
11060 · Billing Pmt Late Fee	-120.69
<b>Total 11000 · Revenue - Customer Accts</b>	<b>-298.19</b>
12000 · Revenue - Water Service	
12010 · Turn On Fees	383.14
12015 · Centerville Admin O&M	12,593.50
12025 · Interest / Investment Income	403.49
<b>Total 12000 · Revenue - Water Service</b>	<b>13,380.13</b>
13000 · Designated Revenue -Non Op	
13005 · Filter Plant Repayment Charge	75.50
13010 · Recycle Backwash Water Charge	3.80
13015 · State Loan Repayment Charge	10.00
13025 · WIIN Act Repayment Charge	18.80
<b>Total 13000 · Designated Revenue -Non Op</b>	<b>108.10</b>
<b>Total Income</b>	<b>13,190.04</b>
<b>Gross Profit</b>	<b>13,190.04</b>
<b>Expense</b>	
30000 · Water Treatment Plant	
30100 · Utilities	
30115 · WTP - AT&T 2316	4.46
<b>Total 30100 · Utilities</b>	<b>4.46</b>
30170 · Supplies	65.54
30400 · Water Quality Analysis	110.00
30405 · Chemicals WTP	385.36
<b>Total 30000 · Water Treatment Plant</b>	<b>565.36</b>
40000 · Distribution	
40200 · Utilities	
40205 · Cloverdale Rd N.Boost- PGE 4189	715.03
40210 · Clear Crk/HV - PGE 9574	86.99
<b>Total 40200 · Utilities</b>	<b>802.02</b>
40400 · Repair & Maintenance (O&M)	
40440 · Water Quality Analysis - Dist	598.00
<b>Total 40400 · Repair &amp; Maintenance (O&amp;M)</b>	<b>598.00</b>
40500 · Vehicle Maintenance & Expense	
40505 · Fuel Expense	1,145.84
40540 · Chevy PU 2016 - Unit 11	-4,516.20
<b>Total 40500 · Vehicle Maintenance &amp; Expense</b>	<b>-3,370.36</b>
<b>Total 40000 · Distribution</b>	<b>-1,970.34</b>
41000 · Wells & Booster Station	
41100 · Utilities	
41105 · Wells 1 & 2 - PGE 2671	748.14
41110 · Well #3 - PGE 2838	356.12
<b>Total 41100 · Utilities</b>	<b>1,104.26</b>
<b>Total 41000 · Wells &amp; Booster Station</b>	<b>1,104.26</b>

## Clear Creek Community Services District

## Profit &amp; Loss

February 2026

03/10/26

Accrual Basis

	Feb 26
50000 · Administration/ General	
50100 · Utilities	
50105 · Oak St.- PGE 2838	907.74
50110 · 2 Outdoor Lights - PGE 3564	21.32
Total 50100 · Utilities	929.06
50320 · Meal & Reimbursements	-229.17
50322 · Travel	129.19
50500 · Special & Professional Services	
50515 · Server & Computer Maintenance	
50517 · Software Subscriptions	340.37
Total 50515 · Server & Computer Maintenance	340.37
50520 · Legal	5,413.75
50530 · Equipment, Maintenance & Lease	173.66
50535 · Building & Ground Maint.-Office	
50536 · Waste Management	410.61
50535 · Building & Ground Maint.-Office - Other	98.32
Total 50535 · Building & Ground Maint.-Office	508.93
Total 50500 · Special & Professional Services	6,436.71
51400 · Employee Benefits	
51435 · CalPERS Health Insurance Exp	43,536.20
51440 · CalPERS Retirement Contribution	9,695.55
51455 · Uniform & Service	166.02
Total 51400 · Employee Benefits	53,397.77
51600 · Retiree Benefits	
51610 · CalPERS Health Ins- Retiree	3,800.00
Total 51600 · Retiree Benefits	3,800.00
53000 · Customer Accounts & Billing	
53016 · Meter Reading/ License	3,000.00
Total 53000 · Customer Accounts & Billing	3,000.00
Total 50000 · Administration/ General	67,463.56
50319 · Training & Professional Develop	-890.00
60000 · Payroll Expense -Salary & Wages	
60100 · Payroll Exp - General Manager	5,192.31
60200 · Payroll Exp - Distribution	2,135.69
60300 · Payroll Exp - Water Treatment	1,776.92
60500 · Payroll Exp - Administration	-392.17
Total 60000 · Payroll Expense -Salary & Wages	8,712.75
80000 · Grants	
80010 · Backwash Pond Grant D2202015	
80011 · Engineering	25,675.25
80012 · Materials and Equipment	497,603.51
80015 · Backwash Ponds Grant Reimb	985,578.85
80010 · Backwash Pond Grant D2202015 - Other	-1,056,765.00
Total 80010 · Backwash Pond Grant D2202015	452,092.61
Total 80000 · Grants	452,092.61
Total Expense	527,078.20
Net Ordinary Income	-513,888.16
Net Income	-513,888.16



5880 Oak Street, Anderson, CA 96007  
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## MEMO

**Date:** March 18, 2026  
**To:** Board of Directors  
**From:** General Manager – Dale Mancino  
**Re: 5 – Discussion and Possible Action Regarding Closure of the Carr Fire Account and Transfer of Funds**

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### BACKGROUND

The District established the Carr Fire Account to track funds associated with the Carr Fire. At this time, staff is recommending that the Board consider closing this account and determining the appropriate account for the remaining funds to be transferred.

### DISCUSSION

Staff will present information regarding the current balance of the Carr Fire Account and the purpose for which the account was originally established. The Board may discuss whether the account is still necessary, determine where the remaining funds should be reallocated within the District's financial accounts, and consider the possibility of establishing additional reserve accounts.

### FISCAL IMPACT

There is no new fiscal impact associated with this item. Any funds currently held in the Carr Fire Account would be transferred to another District account as directed by the Board.

### RECOMMENDATION

Provide direction to staff regarding the closure of the Carr Fire Account and the transfer of any remaining funds and establishing additional reserve accounts.



## Reserve Fund Policy

**Document Type:** Reserve Fund Policy

**Administering Entity:** General Manager, Board of Directors

**Date Approved:** December 18, 2024

**Last Amendment Date:** November 2012 (November 2008)

**Approved By:** Board of Directors Ordinance 2024-12

**Indicative Time for Review:** Bi-Annually (Every Two Years)

**Responsibility for Review:** General Manager, Board of Directors

### DISCUSSION AND INTENT OF THIS POLICY

All governments are required to report equity - assets minus liabilities - in terms of net assets.

The accumulated equity does not include net investments (funds already spent on capital assets, less outstanding debt), because net investments should not be viewed as available funds for future activities.

Clear Creek Community Service District (CCCSD) is a Special District and has a constitutional authority under Article XIII B to establish such reserve funds as the Board of Directors deem "reasonable and proper". Reserves are developed as part of an overall financial management strategy for a district, and CCCSD is a fiscally responsible local government agency pursuing a sound reserve policy.

CCCSD is responsible for building and maintaining millions of dollars' worth of infrastructure critical to the continued long-term economic health of the CCCSD and the southern Shasta County area.

CCCSD's cash reserve accounts were established as part of the overall financial management strategy for the district.

Reserves are the foundation of the sustainable delivery of services. Through reserves the CCCSD offers customers/ratepayers and taxpayers significant benefits including:

- Savings by balancing budgets
- Stable rates
- Well maintained infrastructure
- Investment in the future
- Ready for emergency situations

CCCSD complies with accounting requirements when reporting reserves.

The intent of this policy is to:

- Establishes a comprehensive reserve policy to ensure use of the accumulated public funds cover only reasonable and necessary expenses.
- Distinguishes between restricted and unrestricted net assets. Establishes distinct purposes for all reserves held by the district.
- Establishes target levels where appropriate, i.e., minimum, and maximum amounts for the accumulation of reserves necessary for maintaining the CCCSD's credit worthiness and to minimize external borrowing and interest expense.
- Identifies events or conditions that prompt the use of each. Conforms to the CCCSD's plan to acquire or build capital assets.
- Receives Board of Directors approval in the form of an Ordinance adopting the policy.
- Requires periodic review of reserve balances and the rationale of maintaining such balances.

## **RESERVE POLICY**

The District segments its reserves into the following categories:

- **Unrestricted General Reserves** – held to facilitate the operations of the CCCSD like working capital for cash flow requirements, operational reserves for flexibility to respond quickly to unforeseen events or emergency repairs or water quality issues.
- **Designated Restricted Funds** - held to satisfy specific purposes set by requirements of creditors, law, grantors, contributors, statutes or by internal requirements of ordinances or contracts.
- **Discretionary Reserve Funds** - not required by creditors, law, grantors, statute, etc. The purpose of establishing these funds is to ensure adequate levels of reserves or funds are designated for legitimate purposes that are critical to the success of stable short- and long-term operation of the District.

## **DESCRIPTION OF RESERVE POLICY**

**Unrestricted General Reserves** – held to facilitate the operations of the CCCSD, like working capital for cash flow requirements, operational reserves for flexibility to respond quickly to unforeseen events or emergency repairs or water quality issues.

- **General Reserves** – are replenished through the District’s budget process as “additions to reserves”. This account is the General Fund Checking for the day to day operations and expenses of the District. The number of additions are based on the needs of the District. The Board approves the additions to reserves through the budget process and reviews annually. Funds held in General fund Checking (Asset Account 5000).

**Designated Restricted Funds** –held to satisfy specific purposes set by requirements of creditors, law, grantors, contributors, statutes or by internal requirements of ordinances or contracts. Detail descriptions below:

- USBR Emergency Reserve (CD)
- Filtration Plant Reserve (CD)
- Filter Plant Repayment Reserve (Yearly Loan Payment – Funded by Fee)
- Backwash Recycle Water Reserve (Yearly Loan Payments & 1 Year’s Payment – Funded by Fee)
- WIIN Act Fee Repayment Reserve (Funded by Fee)
- Backwash Ponds Carr Fire Project Reserve
- Carr Fire Funds Account
- Customer Water Deposits

### **Detailed Description**

- **USBR Emergency Reserve (CD)** –held to satisfy the requirements contained in the long-term water service contract with the Bureau of Reclamation. The minimum amount of this fund should be \$35,000 as established in the contract. The current balance is held in a CD (Certificate of Deposit) Current Assets Account 7001. The triggering event for use is a declaration by the Board of Directors that an emergency situation exists on the conduit, and is likely to jeopardize health and safety standards, fish, and wildlife, etc., if immediate corrective action is not taken. The CCCSD is contractually obligated to replenish the funds if depleted within years.
- **Filter Plant Reserve (CD)** – held to satisfy the requirement by the Department of Water Resources Revolving Loan Fund. This reserve is required to equal two semi- annual payments of the DWR filter plant debt service, in the amount of \$244,000. The current balance is held in a CD Asset. The triggering event for use is default on the loans on the part of CCCSD. In that instance, DWR would seize the funds to satisfy the amount due, and the district would then be contractually obligated to replenish the fund.

- **Filter Plant Repayment Reserve (Loan Payment Account)** – a separate bank account and has been established to deposit the \$7.55 fee collected on the monthly water bills included in the Base Water Rate to make the semi-annual payments for the filter plant loan.
- **Backwash Recycle Project Reserve (Loan Payment)** – held to satisfy the requirement of the California State Water Resources Control Board for Publicly Owned Treatment Works (POTW) Construction Financing. Clean Water State Revolving Fund Project No. C-06-8130-110. Project Funding Agreement No. D1501028 was \$933,143.00 by the State with \$466,572.00 in principle to be paid back to the State and Contingent Principal Forgiveness of \$466,571.00. Term of the Agreement is from March 1, 2016 to June 31, 2047. Authorized by Ordinance 2015-06 a separate bank account (Asset Account 5025) has been established to deposit the \$.38 Backwash Recycle Project Fee collected on the monthly water bills included in the Base Water Rate to make payments to the Backwash Recycle Project loan. This account is restricted for the annual loan payments and to hold the required amount for one year’s principle and interest payment as per loan agreement – minimum balance (\$17,689.08) till end of loan agreement.
- **WIIN Act Fee Repayment Reserve 72225** –Contract No. 14-06-200-489-A-P between the U.S. Department of the Interior Bureau of Reclamation and CCCSD in the amount of \$859,452 was approved by the board in December of 20220 and had a final payment due December 1, 2023. This WIIN Act payment of the District’s infrastructure obligation converted its contract for 15,300AFY to a perpetual contract. The District made no payments until a credit of \$207,952 was found in early 2021 and applied as a payment. After that credit/payment, the obligation was \$651,500 and the District calculated the cost to customers during the Prop 218 Rate Schedule a fee of \$1.88. This was based on the customers repaying this cost over a 12-year period. Monies were paid from the General Fund Checking Account in lieu of getting an outside loan to pay back this obligation – essentially borrowing from operating reserves for two fiscal years. Final payment on the \$651,500 obligation was made in October of 2023 and converted the contract to a perpetual one. After the \$1.88/month fee was established this reserve account was not established for a number of months and the fee was absorbed into the General Checking. This amount is \$27,496.78 resulting in the final amount “borrowed” from the General Checking to be: \$624,003. This Reserve fund is the \$1.88 fee that is included in the Base Water Rate is designated for this reserve and is transferred annually to the General Fund Checking from WIIN Act Repayment Asset Account 5010. The repayment of the General Fund WIIN act payment loan started in FY 24 as \$55,000/year reserve will stay in place until the funds are paid back in full approximately 10 years.
- **Backwash Ponds Carr Fire Project Reserve** –held to satisfy the Grant Program FEMA-4282-DR-CA and Cal OES ID: 089-91008 in the amount of \$1,903,821. The 2018 CARR Fire destroyed the adjacent watershed to the CCCSD backwash recycle ponds and surface

runoff and subsurface flow has increased, which impacts the ability of the ponds to recycle backwash water. The project includes construction of an underdrain pipe network, recycle pumps, structural concrete bottom and side slopes to the ponds, pond overflow outlets and SCADA replacement. The total project had an original estimate of \$3.6 Million and was updated to \$6 million after design and construction bids were received. Money received through Grant Program FEMA-4282-DR-CA and Cal OES ID: 089-91008.

- **Carr Fire Account** – Asset Account 5035 includes funds received from JPIA after the Carr fire incident and used by the district for emergency repairs from the Fire. This account will need to be reconciled with JPIA, and potentially unneeded/unused funds returned.
- **Customer Water Deposits** –held in trust for customers as required by CCCSD Rules and Regulations. There is no target amount for this fund and the triggering event for use is to satisfy delinquent accounts or refund to customers under certain terms and conditions outlined in district rules and regulations. There is currently no designated account to hold these funds and they are put into the General Fund Checking Asset Account and are tracked as a Long-Term Liability 9500 on the Balance sheet.

**DISCRETIONARY RESERVE FUNDS** –not required by creditors, law, grantors, statute, etc. The purpose of establishing these funds is to ensure adequate levels of reserves or funds are designated for legitimate purposes that are critical to the success of stable short- and long-term operation of the District.

- State Loan Repayment Reserve (funded by Fee)
- Penalties Reserve
- Operational Reserve
- Capital Improvements and Modernization Reserve
- Emergency Fund Reserve
- **State Loan Repayment Reserve (Funded by Fee)** – a separate bank account has been established to deposit the \$1.00 fee collected on the monthly water bills included in the Base Water Rate for the State Loan Repayment. This amount was established for the anticipated loan or grant for system improvements. Funds are held in Asset Account and are designated now as discretionary, for current and future grant or loan needs. In 2024, the District attained a Grant Anticipation Loan from RCAC to implement the Backwash Ponds Concrete Lining project and this fund will be used for the loan costs to implement a \$6 million grant funded project.
- **Penalties Reserve** –Used for tracking purposes only during times of drought when there are penalties assessed for over usage of water. These funds are deposited into the General fund checking Asset Account.

- **Operational Reserve** – Currently funded monthly by 4.1% of the current water usage rate collected from customers each month and are designated for operations and held in Asset Account 5045. This reserve can also hold the “year end fund balance” for excess funds from an operational year and could be used for budgeting the next year as fund balance transfer revenue. The triggering event for use is reserve funding approval by the Board of Directors. Target: \$1,000,000
- **Capital Improvements and Modernization Reserve 75200** –a capital improvement fund for infrastructure additions and improvements within the distribution system. The current balance is held in Asset Account 5030. This account is funded by transferring 1.8% of the Base Rate charges collected and transferred each month at reconciliation. to allow for future storage, line loops, etc., without concern for depletion of the fund. The triggering event for use is project funding approval by the Board of Directors. Target amount is: \$1,500,000
- **Emergency Fund Reserve 75210** –held in Asset Account 5015. The triggering event for use is project funding approval by the Board of Directors for emergency situations. Target amount is: \$250,000

Reserves for agency operations can help ensure customers experience stable rates and security that CCCSD can respond to short and long-term emergencies without delay made necessary by seeking out loans, grants, etc. Once emergency and operational reserves are considered, many Districts consider other reserves like rate stabilization, major repairs and replacement and equipment upgrades.

The ability to maintain adequate reserves is critical to providing reliable, stable service insuring the district's overall financial strength. Adequate reserves directly affect the district's bond rating and ability to access favorable interest rates, securing the ability to finance and/or construct infrastructure necessary to the existing system and expand facilities for future demand.



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## MEMO

**Date:** March 18, 2026  
**To:** Board of Directors  
**From:** General Manager – Dale Mancino  
**Re: 6 – Discussion and Possible Action on Districts Contribution of Centerville SCADA Monitoring Costs**

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### BACKGROUND

The District currently provides SCADA (Supervisory Control and Data Acquisition) monitoring services that support the operation and oversight of system infrastructure. As part of coordination with the Centerville system, monitoring services are utilized to assist with operational awareness and system management.

The total cost for SCADA monitoring services related to the Centerville system is approximately \$5,000. Staff is requesting Board direction regarding the District covering 75% of this cost, which would equal \$3,750.

### DISCUSSION

Under the proposed cost-sharing arrangement, the District would contribute \$3,750, representing 75% of the total SCADA monitoring cost. The remaining portion would be covered by Centerville.

The Board may wish to discuss the proposed cost share, the operational benefits of SCADA monitoring, and whether this arrangement aligns with the District's current agreements and financial considerations.

### FISCAL IMPACT

If approved, the District's portion of the SCADA monitoring cost would be \$3,750.

### RECOMMENDATION

Provide direction to staff regarding the District's participation in covering 75% of the SCADA monitoring costs for the Centerville system.



5155 VENTURE PARKWAY  
REDDING, CA 96002  
(530) 244-0202

## PROPOSAL

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January 10, 2025

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

Dear Mr. Kelley:

Subject: Clear Creek Community Services District – Centerville Flows SCADA Tie-in

PACE Engineering, Inc. (PACE) appreciates the opportunity to provide this proposal for engineering services. PACE is the system integrator for Clear Creek Community Services District (Clear Creek CSD) and for Centerville Community Services District (Centerville CSD). Our understanding is that both Clear Creek CSD and Centerville CSD desire to reestablish a supervisory control and data acquisition (SCADA) communication link of specific data between both Clear Creek CSD's and Centerville CSD's independent systems.

It is understood that there was a data link between both Clear Creek CSD and Centerville CSD that had previously been operational. This link between Clear Creek CSD and Centerville CSD had provided real-time monthly water usage of Centerville CSD's entire system to Clear Creek CSD. Additionally, it had been discussed that Centerville CSD was able to see Clear Creek CSD's relative tank levels. This would allow Centerville CSD to verify that Clear Creek CSD was not allowing tank levels to get critically low.

Located at Clear Creek CSD's 4-million-gallon tank site, the SCADA connection utilized a TS4000 radio and a SCADAPACK 100 programmable logic controller (PLC) to communicate to Centerville CSD's Muletown Pump Station a couple of miles away. Upon investigation of the equipment at the tank site, it was found that the radio cable and antenna had been disconnected and removed. Additionally, the radio and PLC are both obsolete and no longer supported by the manufacturer.

PACE proposes that a new method be utilized to reestablish this link between the SCADA systems. It is understood that Computer Logistics Corporation (Computer Logistics) has recently provided upgrades to both Clear Creek CSD and Centerville CSD offices' internet entrance equipment that would support a security tunnel between firewalls. Computer

Logistics can provide a secure connection that would only allow the PLCs to communicate with the SCADA systems and no other traffic would be allowed. Devices would only be allowed to transmit read-only data, and written data would be restricted. This communication link would allow for Clear Creek CSD and Centerville CSD to provide additional information gathered by SCADA if desired, such as tank levels.

The proposed solution will require modifying PLC code at both Clear Creek CSD's and Centerville CSD's sites and thus require coordination with both Clear Creek CSD's and Centerville CSD's operators to meet on-site for modifications and testing. Additionally, Computer Logistics will need to make additional changes to Clear Creek CSD's and Centerville CSD's firewalls to make the connection. It is anticipated that Computer Logistics may need to provide additional hardware to complete the connection until further investigation and this cost is included in the estimated fee.

## **SCOPE OF SERVICES**

### **TASK 1 – SCADA MODIFICATIONS**

Programming and SCADA modifications shall be completed under the direction of Clear Creek CSD to display the following information in SCADA, gathered from Centerville CSD's Muletown Pump Station:

- Instantaneous flow for trending
- Current day total
- Previous day's total flow
- Daily flow totals for the month
- Total monthly flow

### **TASK 2 – SUBCONTRACTOR SERVICES**

PACE's proposed solution shall require additional IT-related hardware and services as previously noted. These services shall be provided by Computer Logistics as a subcontractor to PACE. All coordination for these services shall be routed through PACE to provide both Clear Creek CSD and Centerville CSD a single contact for convenience. Any proposed changes to Clear Creek CSD's or Centerville CSD's IT security shall be provided in writing and agreed upon by both Clear Creek CSD and Centerville CSD.

## **FEE**

We propose to provide the Scope of Services on a time-and-materials basis in accordance with our current (2025) rates for professional services, attached.

Our estimated time-and-materials fee for the services described herein is as follows:

Task 1 – SCADA Modifications:	\$20,000
Task 2 – Subcontractor Services:	<u>\$5,000</u>
Total:	\$25,000

**AGREEMENTS**

PACE requires that this project must be completed with an agreement of terms and conditions signed by both Clear Creek CSD and Centerville CSD in addition to PACE's Engineering Agreement. This agreement shall be developed by Clear Creek CSD and Centerville CSD and indicate that PACE be authorized to make modifications to the SCADA systems as identified in this proposal.

**EXCLUSIONS**

The following items are not included in the above Scope of Services and fee:

- Programming and SCADA modifications not identified in this proposal. Additional modifications may be provided upon request.
- Services not identified in this proposal. Additional services may be provided upon request.
- Modifications to any Clear Creek CSD's or Centerville CSD's IT infrastructure not identified in this proposal.
- Additional hardware or replacement hardware not identified in this proposal.

Thank you again for the opportunity to submit this proposal. If the terms of this proposal are acceptable, please contact me, and I will send you an Engineering Agreement for signature authorizing us to proceed.

Please let me know if there are any questions regarding this proposal.

Sincerely,



Sean McGuigan  
Staff Engineer

Enclosure

c: Bill Palmaymesa, Clear Creek Community Services District, [bill.palmaymesa@clearcreekcsd.org](mailto:bill.palmaymesa@clearcreekcsd.org)  
Tony Bowser, PACE Engineering, Inc., [tbowser@paceengineering.us](mailto:tbowser@paceengineering.us)



5880 Oak Street, Anderson, CA 96007  
Phone: (530) 357-2121 [cccsd@clearcreekcsd.org](mailto:cccsd@clearcreekcsd.org)

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## MEMO

**Date:** March 18, 2026  
**To:** Board of Directors  
**From:** General Manager – Dale Mancino  
**Re: 7 – Temporary Bookkeeper/Accountant Hire Through O2 Staffing Agency**

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### BACKGROUND

The District requires temporary accounting support to assist with ongoing financial and bookkeeping functions. Staff are recommending hiring a temporary Bookkeeper/Accountant through O2 Staffing Agency to provide these services.

### DISCUSSION

The proposed temporary position will be staffed through O2 Staffing at a pay rate of \$32.19 per hour, with a 28% agency markup, resulting in a total cost to the District of \$40.96 per hour. The position will be scheduled for 40 hours per week and will be unbenefited.

This arrangement ensures continuity in financial operations and allows the District to maintain accurate accounting and reporting during the period of temporary coverage.

### FISCAL IMPACT

The cost for the temporary Bookkeeper/Accountant will be \$40.96 per hour, billed through O2 Staffing, for up to 40 hours per week. As an unbenefited position, the District will not incur additional costs for benefits. The total fiscal impact will depend on the duration of the temporary assignment and will be accounted for in the District's approved budget.

### RECOMMENDATION

Staff recommend that the Board authorize the hiring of a temporary Bookkeeper/Accountant through O2 Staffing at a rate of \$40.96 per hour for up to 40 hours per week.



Date: February 11th, 2026

Company: Clear Creek Community Services District

Name: Dale Mancino

Address: 5880 Oak Street Anderson, CA 96007

Phone: 530-357-2121

Email: dale.mancino@clearcreekcsd.org

Thank you for your recent request for services from O2 Staffing. We look forward to serving your company's staffing needs. "The right connection makes all the difference."

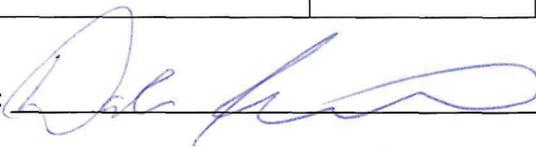
Pricing:

Pricing covers Drug Screening, Workers' Comp, State and Federal Taxes, and Administrative Processing.

This proposal is subject to approval of O2 Staffing's workers' compensation underwriter.

Recruiter: Ayden Fulkerth

Positions	Pay Rate	Bill Rate	Mark-Up
Bookkeeper/Accountant	\$32+	\$40.96+	28%

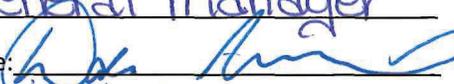
Client Signature:  Date: 03/06/26

This quote is good for 30 days from the issue date above.

**Terms of Agreement**

21. This Agreement will continue from the first date on which both parties have executed it. The Agreement may be terminated by either party upon 30 days written notice to the other party, except that, if a party becomes bankrupt or insolvent, discontinues operations, or fails to make any of the payments as required by the Agreement, either party may terminate the agreement upon 24 hours written notice.

Authorized representatives of the parties have executed this Agreement below to express the parties' agreement to its terms.

Company: <u>Clear Creek CSD</u>	<b>O2 Staffing Inc.</b>
Print Name: <u>Dale Mancino</u>	Print Name: _____
Title: <u>General Manager</u>	Title: _____
Signature: <u></u>	Signature: _____
Date: <u>3/6/26</u>	Date: _____



5880 Oak Street, Anderson, CA 96007  
Phone: (530) 357-2121 [cccsd@clearcreekcsd.org](mailto:cccsd@clearcreekcsd.org)

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## MEMO

**Date:** March 18, 2026  
**To:** Board of Directors  
**From:** General Manager – Dale Mancino  
**Re: 8 – General Manager Report**

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### Operations Update

District operations continue to run smoothly and dependably. Water treatment facilities and distribution networks are operating effectively, with no significant disruptions or incidents noted during this reporting period. Routine preventive maintenance remains on schedule, and our emergency response procedures are effectively addressing any occasional minor concerns.

Our staff continues to deliver outstanding performance. The team remains fully committed and motivated, benefiting from regular cross-training and professional development opportunities that are boosting both operational efficiency and workplace morale. Employees consistently show strong dedication to delivering reliable, high-quality water service to our community.

### Grants and Funding

I am working closely with our Grant Writer to advance multiple active and prospective funding applications. We are finalizing detailed project descriptions for critical infrastructure improvements and drought preparedness measures. We expect to submit or move forward with 2–3 grant proposals over the next several months, prioritizing state and federal sources to address our longer-term capital requirements.

Additionally, we have started preparing an application for a cybersecurity IT grant aimed at fortifying our digital systems. This funding will enable comprehensive vulnerability assessments, network strengthening, and deployment of modern security protocols in line with current federal and state standards for water utilities.

### Financial and Administrative Improvements

We have continued work to refine financial record-keeping, reconciliation processes, and monthly closing procedures. These efforts have resulted in more consistent and timely financial reporting and have identified additional areas where operational processes could be streamlined.

To support continued progress, we are evaluating outsourcing possibilities for certain administrative functions (such as portions of bookkeeping or specialized compliance reporting). At the same time, we are actively recruiting a temporary bookkeeper to provide short-term support during high-volume periods, staff transitions, or while we assess longer-term outsourcing options. The search is underway, targeting candidates with experience in municipal or utility accounting, proficiency in QuickBooks, and flexibility for interim engagement. I will share progress on applicants and expected start dates in the upcoming report.

**Summary** In summary, the District remains in excellent standing: operations are consistently stable, our team is performing at a high level, and we are advancing strategically in multiple areas including grant pursuits (with a new cybersecurity IT initiative), financial processes, contract resolutions, and administrative support through the temporary bookkeeper search. These proactive steps strengthen our ability to maintain dependable service, enhance resilience, and secure a sustainable future for the community we serve.

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5880 Oak Street, Anderson, CA 96007  
Phone: (530) 357-2121 cccsd@clearcreekcsd.org

**MEMO**

**Date:** March 18, 2026  
**To:** Board of Directors  
**From:** Administrative Assistant Emily King, Water Treatment Plant Operator Brandon Anderson and Distribution Supervisor Morgan Rau  
**Re:** **9 – OPS Report**

**Administration**

There are 187 Accounts that are 121+ days delinquent totaling \$59,466  
There are 60 Accounts that are 90-120 days delinquent totaling \$2,262  
There are 168 Accounts that are 60-90 Days delinquent totaling \$9,353  
There are 354 Accounts that are 30-60 Days delinquent totaling \$22,589

<b>Aging</b>	<b>February 2026</b>	<b>March 2026</b>	<b>Difference</b>	
121+ Days	184 accounts – \$61,065	187 accounts – \$59,466	+3 accounts	-1,599
90–120 Days	74 accounts – \$1,222	60 accounts – \$2,262	-14 accounts	+1,040
60–90 Days	132 accounts – \$6,117	168 accounts – \$9,353	+36 accounts	+3,236
30–60 Days	356 accounts – \$21,947	354 accounts – \$22,589	-2 accounts	+642
<b>Totals</b>				
	746 accounts – \$90,351	769 accounts – \$93,670	+23 accounts	+\$3,319

**WTP OPERATIONS**

The WTP produced 138.11 AF of SW  
Clear Creek CSD used 94.42 AF of SW in February (79.09 AF – M&I, & 15.33 AF- Ag)  
2840.32 AF total SW for WY 25/26  
Well Water Production- 0 AF

- Staff have been busy with routine maintenance, monitoring, and operation of the WTP. The WTP is currently producing 2 MGD.
- Replaced a solenoid on Train# 6 Filter Influent Valve and tested. Valve was able to actuate and worked on the following backwash.
- Pace added trending for Centerville’s flows which includes instantaneous, daily and monthly flow totals.
- Replaced an automatic shutoff valve and vacuum regulator/drip leg assembly as part of our annual chlorine maintenance.
- Switched over to Pond# 2 for backwash recycle and drained down Pond# 3 to start the sludge drying process.

## **DISTRIBUTION OPERATIONS**

- **Water Quality Sampling:**  
All routine water samples collected for the month of March returned *Absent* results, confirming there were no detectable contaminants.
- **Monte Vista Road Leak Repair:**  
The leak on Monte Vista Road has been successfully repaired. A new corporation stop was installed on the 16-inch main line to ensure improved reliability and prevent future issues.
- **Greenleaf Lane Service Line Replacement:**  
Work has been completed on Greenleaf Lane, including the installation of 18 feet of new service line.
- **Customer Water Shutoffs:**  
All scheduled water shutoffs and corresponding notifications have been completed. A total of four customers remain disconnected due to non-payment.
- **Hydrant and Valve Identification Project:**  
The hydrant and valve assessment project is ongoing. Functional valves have been marked blue, while hydrant valves have been marked red. Additionally, hydrants without valves caps have been painted white to streamline shutdown procedures during emergency or maintenance events.
- **Staff Training and Certifications:**  
Several employees have successfully completed certification exams in both distribution and treatment, strengthening the team's technical expertise. We are also completing flagger certification for the remaining staff. Monthly JPIA training sessions were completed, covering Water Treatment Basics and Meter Reading & Maintenance.

### 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.

“This District is an Equal Opportunity Provider”

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5880 Oak Street, Anderson, CA 96007  
Phone: (530) 357-2121 [cccsd@clearcreekcsd.org](mailto:cccsd@clearcreekcsd.org)

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## MEMO

**Date:** March 18, 2026  
**To:** Board of Directors  
**From:** General Manager – Dale Mancino  
**Re: 10 – 2026 Water Rates & Charges (Discussion/Action)**

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### BACKGROUND

New 2026 Water Rates and Charges

### DISCUSSION

Discuss new water rates and charges.

**Exhibit B**  
**CLEAR CREEK COMMUNITY SERVICES DISTRICT**  
**2026 Rates and Charges**  
**(Per Acre-Foot)**

District Form - Irrigation/M&I  
Contract No. 14-06-200-489-A-P

	<b>Irrigation Water</b>	<b>M&amp;I Water</b>
<b>COST-OF-SERVICE (COS) RATES</b>		
Capital Component	\$0.00	\$0.00
Folsom Safety of Dams Construction	\$0.35	\$0.62
O&M Component		
Water Marketing	\$12.62	\$12.42
Storage	\$12.50	\$18.01
Conveyance/XM Storage	\$0.40	\$0.10
Deficit Cost Component		
Interest Bearing	\$4.43	\$0.00
<b>TOTAL COS RATE</b>	<b>\$30.30</b>	<b>\$31.15</b>
<b>IRRIGATION FULL COST RATE (RRA)</b>		
Section 202(3) Rate is applicable to a Qualified Recipient or to a Limited Recipient receiving irrigation water on or before October 1, 1981.	N/A	
Section 205(a)(3) Rate is applicable to a Limited Recipient that did not receive irrigation water on or before October 1, 1981.	N/A	
<b>M&amp;I FULL COST RATE</b>		TBD
<b>CHARGES AND ASSESSMENTS</b> <i>(Payments in Addition to Rates)</i>		
<b>P.L. 102-575 Surcharges</b> (Restoration Fund Payments) <sup>1</sup> [Section 3407(d)(2)(A)]	\$13.64	\$27.27
<b>P.L. 106-377 Assessment</b> (Trinity Public Utilities District) <sup>2</sup> [Appendix B, Section 203]	N/A	N/A

<sup>1</sup> The surcharges were determined pursuant to Title XXXIV of P.L. 102-575. Restoration Fund surcharges under P.L. 102-575 are determined on a fiscal year basis (10/1-9/30).

<sup>2</sup> The Trinity Public Utilities District Assessment is applicable to each acre-foot of water delivered from 3/1 - 2/28 and is adjusted annually. This assessment has been incorporated into the Cost of Service Rate.

Recent Historic Use, as defined in the CVP M&I Water Shortage Policy, is 2,199 acre-feet.

**Additional details of the rate components are available on the Internet at**  
**[www.usbr.gov/mp/cvpwaterrates/ratebooks](http://www.usbr.gov/mp/cvpwaterrates/ratebooks)**.