



5880 Oak Street, Anderson, CA 96007
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Board of Directors

Directors - Beverly Fickes, Committee Chair: Scott McVay

General Manager: Paul Kelley

FINANCE COMMITTEE

May 22nd 2024 at 4PM: 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.

NOTES/MINUTES

- 1. CALL TO ORDER – 4pm – Chair McVay**
- 2. PLEDGE OF ALLEGIANCE – Chair McVay**
- 3. ROLL CALL – Chair McVay, Director Fickes, GM - Kelley**
- 4. OPEN TIME/PUBLIC COMMENT:** *None – In attendance and commenting during 5a – Kaitlyn Patrick also video the meeting.*
- 5. OLD BUSINESS/NEW BUSINESS (Discussion/Action)**
 - a. Preliminary Draft Budget for Fiscal Year 2025 – Discussion
*GM Kelley reviewed the Preliminary Draft Budget and Booklet – narrative to provide some background information.
Reviewed all Revenue and Expenses
Questions about the number of “accounts” or Base Rates – updated since new system and some recent connections – 2656 at 95%
McVay – what about water loss? There is not much of a way to handle that since it’s not part of the rates, the 95% collection rate takes into account some loss of revenue vs the water expense that is paid on how much water that goes through the treatment plant vs the amount that goes through meters and is billed.
Director Fickes reported that she is recommending to cut as much out of projections as possible to find money to fix train 6.
Recommended that In Treatment, Reduce Utilities, water analysis, Chemicals, Vehicle maintenance to be more like the current year tracking amounts plus 3-5%.*

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Recommended in Treatment – removed the money for Vac-Trailer, and in Wells and Booster reduce the utilities, O&M and chemicals to be more as tracking in current year.

In admin – reduce the organization dues and Directors fees and Legal and EAGSA support.

Put the resources in the Fund Balance for reserves

Keep resources to get engineering analysis of the Treatment plant (Train 6, 4 and survey items) as well as analysis of the Tank at Treatment, and start the money available for the Water plan update from 2007 – including a CIP list.

Discussion on other expense items and operations, staffing levels and elections costs in even year, and the upgrades to the computer system that are needed but far less than previous years CUSI data base update, reduced cost of ongoing license and a discussion on the CalPERS unfunded actuarial amount that was an unexpected \$110K in FY 24 and is unknown for the coming year. Setting aside budget for that amount, and adjusting mid year seems best approach.

Committee asked that this original budget be part of the updated budget as discussed and recommended by the committee.

- b. Bank Account Balances & Loans report – Discussion
GM Kelley reported on the balances that were submitted and requested that the Directors review and edit the Reserve policy that was edited after the last meeting.
- c. Banking RFP Update – Discussion
GM Kelley reported that most information has been assembled and its still planned to be a recommendation for a bank June 5.

6. ADJOURN THE MEETING – 6:35PM

Approved: 06/19/24 Meeting



Signed:

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

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