



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: April 15, 2026, at 6:00PM: District Office Board Room**

### **MINUTES**

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

**PLEDGE OF ALLEGIANCE:** *Led by Director Lincoln*

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

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

### **CONSENT AGENDA**

- 2. Minutes from Meetings: 3/19/2026 Finance Committee Meeting; 3/18/26 Regular Meeting, 4/6/26 Finance Committee Meeting, 4/8/26 Finance Committee Meeting**
- 3. Bills Paid: March 2026**

*The March 18, 2026 Regular Meeting Minutes were pulled from the agenda. Item No. 6 contained an incorrectly recorded motion. The minutes will be corrected and brought back for consideration at the May Regular Meeting.*

*Director McVay, 2nd Director Johnston*

*Vote 5-0*

#### 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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## REGULAR AGENDA

### 4. Adoption of Updated Reserve Policy

*Chair Fickes briefly reviewed the major changes to the Reserve Policy, including the closure of two accounts and the transfer of funds to other reserve accounts. General Manager Dale Mancino provided additional detail on the updates, including revisions to policy language intended to improve clarity.*

*Director McVay discussed the benefits related to the Proposition 218 rate study process. The Board reviewed the proposed changes and identified a couple of typographical errors that require correction.*

*The Finance Committee requested Board approval to transfer estimated amounts from the sweep account into the appropriate reserve accounts, noting that transfers have not been completed since April 2025. Director Beaver made a motion to approve the transfer of estimated amounts and to adopt the updated Reserve Policy with corrections.*

*Director Lincoln stated that he was not in favor of transferring estimated amounts, noting that the Bookkeeper/Accountant will be determining exact totals as part of the current audit and that it would be preferable to wait until accurate figures are available. Director Beaver subsequently withdrew her motion.*

*Staff were directed to determine the correct amounts to be transferred and to proceed accordingly. Director Beaver then made a motion to adopt the updated Reserve Policy with typographical corrections, including the closure of two accounts and the transfer of funds as outlined in the policy.*

*Director Beaver, 2nd Director Lincoln  
Vote 5-0*

### 5. Consideration of Including Happy Valley Farmers Market Flyer in Monthly Billing

*Director McVay reported that the Happy Valley Farmers Market has been relocated to Happy Valley Elementary School and will now be held on the first and third Saturdays of each month.*

*Director McVay disclosed his involvement with the Happy Valley Farmers Market and stated that he would abstain from voting on the item.*

*Director Lincoln noted that when the Board previously approved funding for a flyer insert in the District's billing, the intent was to assist the market during its first year and allow time to secure funding for its own advertising. He expressed that he is not in favor of using District funds for ongoing advertising of the Farmers Market. Chair Fickes concurred.*

*In response to Director McVay, Administrative Assistant Emily King reported that the Farmers Market flyer has already been shared on the District's Facebook page, website, newsletter, and displayed in the office lobby. Chair Fickes and Director Johnston agreed that social media provides better exposure than inclusion in the District's billing packets.*

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*A motion was made to deny the use of District funds for inclusion of the Happy Valley Farmers Market flyer in the monthly billing.*

*Motion by Director Johnston, 2nd Director Lincoln  
Vote 4-0; Director McVay abstaining*

## **6. General Managers Report**

*General Manager Dale Mancino reviewed his General Manager's Report, stating that the Water Treatment Plant and the Distribution Department are operating effectively and that routine preventative maintenance remains on schedule.*

*General Manager Mancino announced that the temporary Bookkeeper began work on Monday. He noted that she brings significant experience and will be focusing on reconciliation, accounts payable, and ensuring accurate financial reporting.*

*General Manager Mancino also reported that the Proposition 218 rate study is progressing, including the development of proposed rate adjustments and preparation of recommendations for the Board.*

## **7. Operations Oral Report**

*General Manager Dale Mancino presented the Operations Report, including a review of arrears accounts, Water Treatment Plant production, and both planned and unplanned water line repairs.*

*In response, Chair Fickes inquired about the recent increase in arrears accounts over the past several months. General Manager Mancino explained that the Account Clerk has been managing the accounts during that time, and that staff will reassess and take a more active role to improve account performance.*

*In response to Chair Fickes, General Manager Mancino also discussed water usage by Centerville, noting that with the District's proposed Capital Improvement Projects, overall water usage for our district is expected to decrease.*

*Director McVay expressed interest in clarifying the District's fee structure, including review of the Will Serve Letter fee and consideration of increasing shutoff fees. Chair Fickes stated she does not support increasing fees for customers who are already struggling to pay their bills. General Manager Mancino noted that such fees are standard practice among districts and are intended to encourage timely payment.*

*Director Johnston requested that future Distribution Reports include the total number of feet of pipe replaced. General Manager Mancino stated that planned repairs typically involve replacing approximately 20 feet of pipe, while emergency repairs are limited to the amount necessary to restore service as quickly as possible, particularly when multiple customers are affected.*

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

- a. **Agriculture Committee** – Meeting scheduled for 4/26/26, discussion topics will be irrigation, recruiting for a new public committee member and the 2026 Farmers Market.
- b. **Finance Committee** – Met multiple times in March updating the Reserve Policy, the next meeting is scheduled for 4/30/26 to further discuss reserve accounts and the budget.
- c. **Planning/Steering Committee** – Met 3/31/26 with Jim Wadleigh, committee is working on a plan to replace valves and possibly one pressure reducing valve in the district.
- d. **Personnel Committee** – Meeting scheduled for 4/21/26, discussion topics will be job descriptions and leave requests.
- e. **Centerville Contract Ad Hoc Committee** – Met 4/6/26, progress is being made on the contract. Discussion on the SCADA system and administrative fees is a current focus.
- f. **Proposition 218 Advisory Committee** – Meeting scheduled for 4/24/26, discussion topics will focus on capacity fees and reviewing all additional customer fees.

## **9. BOARD ITEMS:** Director McVay raised the question of whether the Board would be interested in endorsing Supervisor Chris Kelstrom for his upcoming reelection.

*Chair Fickes inquired as to the form such an endorsement would take, including whether it would be issued as a letter or ordinance. A member of the public, Robert [Last Name], stated that the Supervisor would include the endorsement in his own campaign materials.*

*Discussion followed regarding whether any endorsement should be made individually by Board members or formally by the Board as a whole. Director McVay disclosed that he is a member of Supervisor Kelstrom's reelection committee.*

*The Board reached consensus to place this item on the next Regular Meeting agenda and directed staff to do so.*

## **10. ADJOURN THE MEETING: 7:10 PM**

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