CLEAR CREEK CONSERVANCY DISTRICT – MEETING AGENDA

TO: BOARD OF DIRECTORS

J. DUANE KELLY

CHRIS SCHUBERT

CHRISTINE SCHAFER

DATE: JULY 14, 2026

RE: REGULAR MEETING

The board of directors will meet **Thursday, July 16, 2026**, at 10:00 a.m. at the treatment plant. Please contact me if you cannot attend.

TENTATIVE AGENDA:

Regular Meeting

1. Minutes – June
2. Financial Report and Register of Claims
3. Report – Administrative & Financial Manager
4. Report – Operations Manager
5. Public Forum
6. Next regular meeting will be August 20, 2026, at the treatment plant office.

June 18, 2026, MINUTES
CLEAR CREEK CONSERVANCY DISTRICT

The Clear Creek Conservancy District board of directors met June 18, 2026, at 10 a.m. at the district's office at the treatment plant.

Directors Present: J. Duane Kelly
Chris Schubert
Christine Schafer

Director Not Present: N/A

Also attending: Molli Newby, Doug Clodfelter, and Tom Novak

The meeting was called to order at 10:03 am.

Minutes of the Regular meeting held in May Christine approved and Chris seconded. Motion carried.

Administrative & Financial Update

Molli presented the May financial statements and gave the administrative report.
A motion to approve the register of claims was made. Chris approved and Christine seconded. Motion carried.

The board discussed property sales.

Operations Report

6/8/2026 - BL Anderson performed the annual calibration of the Effluent Flow meter.
They received 32 Trojan UV light bulbs costing $14,234.87.
Stevenson Nutrient Solutions pumped from our sludge loading station and knifed in the sludge using the drag line system in the 8 acre field twice. 127,000 gallons on June 3, and 110,000 gallons on June 5.
They received a call from Matthew King (GB597) stating that we have a dead tree on GB596 leaning over his property. Michael, Scott, and Doug looked at the tree together and talked to Matthew. Doug text Vondersaar's Tree Service to get on their list to get a quote.
Doug needs to get the Hach DR 3900 Lab instrument calibrated. It is used to test ammonia levels. Hach only does this with a warranty for a year. They ship a loner, and we ship them ours to get calibrated. The cost is $990.00
Doug text Josh Bollman and he looked at the sycamore and walnut trees while fixing the gravel that had washed out from the rains. They are to get a quote for the sycamore tree removal.

New Business

Public Forum

Tom asked what the total connection number was. He also asked if the board had considered making the Conservancy owned lots "common ground".

With there being no further business, it was motioned to adjourn at 10:29 am. Christine approved, and Chris seconded. Motion carried.

The next regular meeting will be held at 10 a.m. on July 16, 2026, at the district's office at the treatment plant.

Approved by the Board of Directors on 7/16/2026.

J. Duane Kelly
J. Duane Kelly

Not Present
Christopher P Schubert

Christine A. Schafer
Christine A Schafer

DEER ACCOUNTING LLC
Serving Putnam County for two generations

Report To: Clear Creek Conservancy District Board of Directors
From: Molli Newby, Admin & Financial Manager
Date: July 16, 2026

1. Lake Income 06/01/26 – 06/30/26 was $114,455.01
    a. Total lake income YTD is $518,624.57

2. Billing Updates –

    a. **1,774** total accounts connected, with **four** connection(s) added to the billing system (since the last meeting).
        i. GB271 – 6/18/2026
        ii. GB444 – 6/19/2026
        iii. VH002 – 6/19/2026
        iv. JV352 – 6/23/2026

    b. The June/July bills were sent out 7/10/2026 – Due 8/15/2026.
        i. Due to the 15th being on a Saturday, late fees will be added 8/17/2026.

Notes From Tiffany-

- **<u>Page 1 (Income)</u>**
    - We'll finish this year with a transfer from the Cum Improvement Fund to stay in the black in the General Fund. This was expected due to the Equipment Purchase(s). Budget showing $600,000 transfer from Cum Imp to Gen Fund, but I don't believe the entirety of that will be necessary. I plan to only transfer what we need.
    - 2027 - Budgeting another $350,000 transfer from Cum Imp to Gen Fund for 2027, to support the budget on page 2 (again, only if necessary).

- **Page 2 (Expenses)**
    - Categories being adjusted have been highlighted. We'll need the Board's approval, or preferred amount instead.
    - Does the Board intend to encumber the remaining "Truck Replacement" funds ($176,804) to 2027? Is there anything else to spend on the truck?

- **Page 3 (Mostly just for reference: Calculation detail, historical levy, etc.)**
    - Public Hearing isn't until the Regular Meeting in September
    - Adoption is scheduled for the Regular Meeting in October.

Clear Creek Conservancy District

Budget vs. Actuals

January - June, 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
0200 TAXES			
0201 SPECIAL BENEFIT TAX DRAW	80,564.30	128,124.00	62.88 %
Total 0200 TAXES	**80,564.30**	**128,124.00**	**62.88 %**
6500 MISC REVENUE			
Sale of Tax Certificate Lot	20,000.00		
Total 6500 MISC REVENUE	**20,000.00**		
R413 Lab Rent		750.00	
R420 Sewer Access Fees	**402,013.76**	**712,740.00**	**56.40 %**
R902 INTEREST ON INVESTMENTS			
Interest	16,046.51	500.00	3,209.30 %
Total R902 INTEREST ON INVESTMENTS	**16,046.51**	**500.00**	**3,209.30 %**
Total Income	**$518,624.57**	**$842,114.00**	**61.59 %**
GROSS PROFIT	**$518,624.57**	**$842,114.00**	**61.59 %**
Expenses			
100 PERSONAL SERVICES			
111-Board of Directors	900.00	4,000.00	22.50 %
112-Collection System Operator	81,869.10	192,883.00	42.44 %
113-Beeper	6,322.26	16,266.00	38.87 %
114-Part-time Help	16,867.28	47,078.00	35.83 %
121-Payroll Taxes	8,981.37	20,159.00	44.55 %
Total 100 PERSONAL SERVICES	**114,940.01**	**280,386.00**	**40.99 %**
200 SUPPLIES			
211-Records, Forms & Supplies	88.53	650.00	13.62 %
212-IDEM Permit	7,210.00	10,000.00	72.10 %
221-Gas, Oil & Lubricants	3,026.91	8,500.00	35.61 %
222-UV Light Maintenance	267.45	10,000.00	2.67 %
223-Lab Supplies	2,408.52	9,500.00	25.35 %
Total 200 SUPPLIES	**13,001.41**	**38,650.00**	**33.64 %**
300 OTHER SERVICES AND CHARGES			
311-Legal	177.50	25,000.00	0.71 %
312-Engineering		30,000.00	
313-Engineering, Dam Inspection		6,000.00	
315-Plt Op & Mgmt Services	46,141.02	92,651.00	49.80 %
316-Adm&Fin Mgmt	28,048.92	56,316.00	49.81 %
317-Billing Services	14,655.77	32,239.00	45.46 %
321-Postage, District	604.00	500.00	120.80 %
322-Bill Production & Postage	13,984.65	15,000.00	93.23 %
323-Telephone & Internet	866.56	3,800.00	22.80 %
324-Mileage		100.00	
325-OMNI-Site Monthly Service		22,500.00	
331-Publication of Legal Notice		500.00	

Clear Creek Conservancy District

Budget vs. Actuals

January - June, 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
341-Insurance	3,403.00	60,000.00	5.67 %
342-Bonds		500.00	
351-Electric	36,829.78	98,000.00	37.58 %
361-Repairs, Trees, Bldg&Drive	52.42	27,500.00	0.19 %
362-Repairs, Equipment	13,922.59	60,000.00	23.20 %
363-Repairs, Truck		3,500.00	
364-Operation & Maintenance	53,920.28	120,000.00	44.93 %
365-Cum. Maint. Fund		10,000.00	
366-Sewer Renovation Fund		30,000.00	
367-PrinSpillway, Clean & Seal		20,000.00	
391-Subscriptions & Dues	1,049.04	600.00	174.84 %
392-Contingencies		1,500.00	
393-Sludge Hauling		60,000.00	
394-Sludge & Fecal Analysis	1,174.65	2,500.00	46.99 %
Total 300 OTHER SERVICES AND CHARGES	**214,830.18**	**778,706.00**	**27.59 %**
400 CAPITAL OUTLAYS			
442-Equipment Purchases	18,245.00	200,000.00	9.12 %
Truck Replacement - 2025 Encumbered	129,448.56	176,804.06	73.22 %
Total 442-Equipment Purchases	**147,693.56**	**376,804.06**	**39.20 %**
451-Plnt & LS Improvements		60,000.00	
Total 400 CAPITAL OUTLAYS	**147,693.56**	**436,804.06**	**33.81 %**
Total Expenses	**$490,465.16**	**$1,534,546.06**	**31.96 %**
NET OPERATING INCOME	**$28,159.41**	**$ -692,432.06**	**-4.07 %**
NET INCOME	**$28,159.41**	**$ -692,432.06**	**-4.07 %**

Clear Creek Conservancy District

Balance Sheet

As of June 30, 2026

	DEC 31, 2025	JAN - MAR, 2026	APR - JUN, 2026
ASSETS			
Current Assets			
Bank Accounts			
A - FNB Checking	0.00	0.00	0.00
Cumulative Improvement	547,189.02	547,189.02	646,938.74
Cumulative Maintenance Fund	312,903.49	312,903.49	312,903.49
Equipment Depreciation Fund	86,215.58	86,215.58	86,215.58
General	65,654.30	-60,299.88	93,813.71
Sewer Renovation Fund	80,000.00	80,000.00	80,000.00
Total A - FNB Checking	**1,091,962.39**	**966,008.21**	**1,219,871.52**
B-Sewer Connect Fund	0.00	0.00	0.00
Membership Account	5.11	5.11	5.11
Sew. Con. Fund-FNB	299,031.81	316,647.46	347,761.83
Total B-Sewer Connect Fund	**299,036.92**	**316,652.57**	**347,766.94**
Cumulative Improvement Funds	0.00	0.00	0.00
EW x2521-11, 3.75 APY, 01052027	882,133.36	891,422.93	899,783.12
Total Cumulative Improvement Funds	**882,133.36**	**891,422.93**	**899,783.12**
Settlement Fund	0.00	0.00	0.00
EW CD #16, 4.65 APY 10232026	118,668.10	120,033.93	121,430.88
Total Settlement Fund	**118,668.10**	**120,033.93**	**121,430.88**
TCU Membership 2 Acct - General	5.00	5.00	5.00
Total Bank Accounts	**$2,391,805.77**	**$2,294,122.64**	**$2,588,857.46**
Total Current Assets	**$2,391,805.77**	**$2,294,122.64**	**$2,588,857.46**
TOTAL ASSETS	**$2,391,805.77**	**$2,294,122.64**	**$2,588,857.46**
LIABILITIES AND EQUITY	**$2,391,805.77**	**$2,294,122.64**	**$2,588,857.46**