



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

AGENDA

Wednesday, August 17, 2022

Open Session: 1:00 p.m.

Administration Building via Zoom Teleconference

16320 Everhart Drive, Weed, California 96094 • (530) 938-3281

CALL TO ORDER:

LSCSD Board Roll Call: Directors: Beck _____ Cupp _____ MacIntosh _____ Mitchell _____ Thompson _____

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENTS: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction.

Those who wish to speak on a matter that does not appear on the agenda, may do so during this Public Comment period. Each individual comment will be limited to three minutes. The Public Comment portion of the meeting will be limited to thirty minutes (total time). If needed, time limits may be extended with concurrence of the Board. No person may speak twice to the same item. The Board may ask questions but may not act during the Public Comments portion of the meeting, except to direct staff to prepare a report, or to place the item on a future agenda.

1. CONSENT ITEMS:

- A. Approval of Minutes: July 20, 2022
- B. Ratification of Disbursements: July 1-31, 2022
- C. Res 1-22 authorizing Remote Teleconference Meetings
- D. LAIF Quarterly Report
- E. Department Written Reports
 - 1. Fire Department
 - 2. Police Department
 - 3. Sewer Department
 - 4. Water Department

DISCUSSION / REPORTS: ACTION ITEMS:

- 2. Approval of Budget for FY 2022-2023 (GM)
- 3. Res *-22 approving GM as authorized signer (GM)
- 4. Res *-22 regarding acceptance of credit card payments (GM)

STAFF COMMENTS:

BOARD MEMBER COMMENTS:

ADJOURNMENT: The next LSCSD Regular Meeting is scheduled to be held on September 21, 2022 1:00 p.m. at the Administration Building.

Supplementary documents and other materials distributed to the District board after their agenda packets have been distributed to the members may be viewed at the District office and obtained at the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/81374344679?pwd=S2FENFJ3RktwUW14WGtVVOExcHJEQT09>

Meeting ID: 813 7434 4679

Passcode: 284398

One tap mobile

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+16694449171,,81374344679#,,,,*284398# US

Dial by your location

- +1 669 900 6833 US (San Jose)
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- +1 312 626 6799 US (Chicago)
- +1 386 347 5053 US
- +1 564 217 2000 US
- +1 646 931 3860 US
- +1 929 205 6099 US (New York)
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Meeting ID: 813 7434 4679

Passcode: 284398

Find your local number: <https://us02web.zoom.us/j/keHgtbUpMu>



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

Regular Meeting
 Wednesday, July 20, 2022
 Open Session by Teleconference: 1:00 p.m.
UNAPPROVED MINUTES

CALL TO ORDER AND ROLL CALL: 1:00 PM

LSCSD Board Roll Call: Beck absent Cupp ✓ MacIntosh ✓ Mitchell ✓ Thompson ✓

Also present: GM Moser, AP DeBon, AOA Phonepaseuth, PC Bullington, and AFC/R&RC Cardenas. There were approximately 5 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS: Received.

CONSENT CALENDAR: (All items accepted/approved by the Board unless otherwise noted.)

1. A. Approval of Minutes: Regular Meeting June 15, 2022
- B. Ratification of Disbursements: June 1-30, 2022
- C. Budget Comparison: FY 2021/22
- D. Res 1-22 authorizing Remote Teleconference Meetings
- E. Accounts Receivable Aging
- F. Department Written Reports
 1. Fire Department
 2. Police Department
 3. Sewer Department
 4. Water Department

Motion by Dir. Cupp, second by Dir. MacIntosh, to approve Consent Calendar.

Ayes: Directors Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: Director Beck

DISCUSSION / REPORTS / ACTION ITEMS:

2. 2021 Audit – Discussion only.
3. CPA Agreement

Motion by Dir. Thompson, second by Dir. Cupp, to approve CPA contract with Drew Consulting.

Ayes: Directors Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: Director Beck

4. Evacuation Notifications – Discussion only.
5. 2022 Tax Roll Public Hearing

Motion by Dir. Cupp, second by Dir. Thompson, to declare said delinquencies tax-defaulted and direct GM to file the final report with the Siskiyou County Auditor on or before August 10, 2022.

Ayes: Directors Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: Director Beck

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT: With no objections by the Board, Pres. Mitchell adjourned the meeting at 2:15 PM. The next LSCSD Regular Board Meeting to be held on August 17, 2022, 1:00 p.m. at the Administration Building.

Approval Date: August 17, 2022

Paula Mitchell, President

ATTEST:

Robert Moser, General Manager/Secretary

TREASURER'S REPORT - RATIFICATION OF DISBURSEMENTS
LAKE SHASTINA COMMUNITY SERVICES DISTRICT

1B

Board motion "To ratify the checks for expenses, including payroll and liabilities, issued on behalf of the District for the period of July 1 to 31,2022 for a total of: " \$ 270,392.19

Each check has been signed by two directors with documentation attached to each check.

Submitted for July 2022	\$ 270,392.19
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Expenses - Regular Checks Mechanics Bank Account	\$ 157,293.64
Expenses - Payroll & Liability Checks Mechanics Bank Account	\$ 113,098.55
<u>Subtotal</u>	<u>\$ 270,392.19</u>
<u>Total CSD Expenses</u>	<u>\$ 270,392.19</u>

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
 ACCOUNTS PAYABLE - MECHANICS BANK

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10 General	15 Sewer	20 Water	25 Police	26 COPS Grant	30 Fire	31 SAFER
7/13/2022	1497	Verizon Wireless	38.01	38.01	-	-	-	-	-	-	38.01	-
7/14/2022	25460	Payroll Checks (Live Checks)-DL	2,298.97	-	2,298.97	-	-	-	-	-	2,298.97	-
	506203	EDD EFT	2,043.24	-	2,043.24	-	-	-	-	-	2,043.24	-
	506204	EFTPS EFT	3,295.18	-	3,295.18	-	-	-	-	-	3,295.18	-
	506205	MB EFT - Payroll Checks (Direct Deposits)	13,760.53	-	13,760.53	-	-	-	-	-	13,760.53	-
	25461	Payroll Checks (Live Checks)-CS	723.35	-	723.35	-	-	-	-	-	723.35	-
	506208	EDD EFT	252.69	-	252.69	-	-	-	-	-	252.69	-
	506209	EFTPS EFT	742.10	-	742.10	-	-	-	-	-	742.10	-
	506210	MB EFT - Payroll Checks (Direct Deposits)	2,036.66	-	2,036.66	-	-	-	-	-	2,036.66	-
	25463	Payroll Checks (Live Checks)-MR	1,825.92	-	1,825.92	-	1,825.92	-	-	-	-	-
	25464	Payroll Checks (Live Checks)-DL	239.53	-	239.53	-	-	-	-	-	239.53	-
	25465	Payroll Checks (Live Checks)-CS	207.59	-	207.59	-	-	-	-	-	207.59	-
	506229	EDD EFT	1,643.05	-	1,643.05	384.32	614.38	-	392.15	144.75	107.45	-
	506230	EFTPS EFT	3,845.78	-	3,845.78	866.06	1,717.50	-	499.35	381.80	381.07	-
	506231	CalPERS Pep Fire EFT	481.74	-	481.74	-	-	-	-	-	481.74	-
	506232	CalPERS Classic EFT	2,080.81	-	2,080.81	409.55	1,671.26	-	-	-	-	-
	506233	CalPERS PEPRA EFT	1,289.08	-	1,289.08	789.78	499.30	-	-	-	-	-
	506234	CalPERS Clc Safety EFT	1,074.94	-	1,074.94	-	-	-	1,074.94	-	-	-
	506235	CalPERS Pep Safety EFT	1,589.21	-	1,589.21	-	-	-	1,003.13	586.08	-	-
	506236	CalPERS 457 Plan	740.00	-	740.00	-	540.00	-	200.00	-	-	-
	506237	MB EFT - Payroll Checks (Direct Deposits)	26,812.39	-	26,812.39	6,437.41	8,391.65	-	7,577.43	2,051.25	2,334.15	20.50
	1488	Quill Corp	180.19	180.19	-	77.82	-	-	28.39	-	73.98	-
	1489	CalPERS Financial & Acct Services	118.80	118.80	-	-	-	-	118.80	-	-	-
	1490	CalPERS Financial & Acct Services	113.40	113.40	-	-	-	-	-	-	113.40	-
	1491	CalPERS Financial & Acct Services	169.20	169.20	-	63.45	52.87	52.88	-	-	-	-
	1492	CalPERS Financial & Acct Services	319.60	319.60	-	191.76	63.92	63.92	-	-	-	-
	1493	CalPERS Financial & Acct Services	64.80	64.80	-	-	-	-	64.80	-	-	-
	1494	Drew Consulting Inc	5,242.50	5,242.50	-	3,733.50	-	-	-	-	1,509.00	-
	1495	US Bank Equipment Financial	109.87	109.87	-	-	-	-	-	-	109.87	-
	1496	US Cellular	302.36	302.36	-	-	-	-	302.36	-	-	-
	1498	XIO, Inc	482.00	482.00	-	-	482.00	-	-	-	-	-
	25462	Alanna DeBon	58.03	58.03	-	58.03	-	-	-	-	-	-
	25466	American Door Company Inc	500.00	500.00	-	-	-	-	-	-	500.00	-
	25468	Cal Ore Telephone	706.94	706.94	-	192.21	67.81	67.81	357.75	-	21.36	-
	25469	Don R. Erickson Oil, Inc	7,613.40	7,613.40	-	1,967.34	936.17	936.17	1,519.90	-	2,253.82	-
	25470	Gatehouse Media, Inc	57.00	57.00	-	-	-	-	57.00	-	-	-
	25471	Harvest Printing	79.37	79.37	-	-	-	-	79.37	-	-	-
	25472	Lauer Electric	800.00	800.00	-	-	-	-	-	400.00	400.00	-
	25473	LSCSD Utilities	95.00	95.00	-	95.00	-	-	-	-	-	-
	25474	N.C.G.T. Security Fund	19,763.00	19,763.00	-	4,390.50	2,556.09	2,177.41	5,148.00	1,716.00	3,011.00	764.00
	25475	Napa Auto Parts	52.71	52.71	-	-	-	-	-	44.66	8.05	-
	25476	Petty Cash	134.00	134.00	-	-	7.00	7.00	-	-	120.00	-
	25477	SHN Consulting Engineer	5,171.74	5,171.74	-	-	-	5,171.74	-	-	-	-
	25478	Siskiyou Co Dept General	670.99	670.99	-	-	-	-	670.99	-	-	-
	25479	Solano's Inc	60.99	60.99	-	20.40	20.30	20.29	-	-	-	-
	25480	US Bank	129.07	129.07	-	-	-	-	129.07	-	-	-
	25481	Western Business Products	374.92	374.92	-	374.92	-	-	-	-	-	-
	25482	Will Bullington	24.22	24.22	-	-	-	-	24.22	-	-	-
	25483	Will Johnson Electric	240.00	240.00	-	-	-	240.00	-	-	-	-
	25484	Woods Pest Control	170.00	170.00	-	85.00	-	-	42.50	-	42.50	-
7/15/2022	1509	Pinney Bowes Inc	500.00	500.00	-	500.00	-	-	-	-	-	-
7/18/2022	25467	Scott Valley Pump & Irrigation	5,392.92	5,392.92	-	-	-	5,392.92	-	-	-	-
7/27/2022	1499	AT&T	165.97	165.97	-	-	82.99	82.98	-	-	-	-
	1512	State of Ca EDD	0.07	0.07	-	-	-	-	-	-	0.07	-

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
 ACCOUNTS PAYABLE - MECHANICS BANK

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10 General	15 Sewer	20 Water	25 Police	26 COPS Grant	30 Fire	31 SAFER
7/28/2022	25485	Payroll Checks (Live Checks)-MR	1,943.44		1,943.44	-	1,943.44	-	-	-	-	-
	25486	Payroll Checks (Live Checks)-DL	542.91		542.91	-	-	-	-	-	542.91	-
	25487	Payroll Checks (Live Checks)-CS	451.74		451.74	-	-	-	-	-	451.74	-
	25488	UNION DUES	720.72		720.72	254.00	268.00	-	127.48	71.24	-	-
	506255	EDD EFT	1,714.84		1,714.84	385.82	587.71	-	312.65	182.12	184.54	62.00
	506256	EFTPS EFT	4,400.96		4,400.96	881.28	1,665.19	-	486.68	463.93	692.04	211.84
	506257	CalPERS Pep Fire EFT	972.85		972.85	-	-	-	-	-	498.26	474.59
	506258	CalPERS Classic EFT	2,111.31		2,111.31	412.77	1,698.54	-	-	-	-	-
	506259	CalPERS PEPRA EFT	1,322.77		1,322.77	819.46	503.31	-	-	-	-	-
	506260	CalPERS Ctc Safety EFT	1,081.60		1,081.60	-	-	-	1,081.60	-	-	-
	506261	CalPERS Pep Safety EFT	1,621.78		1,621.78	-	-	-	1,032.24	589.54	-	-
	506262	AFLAC EFT	122.12		122.12	-	122.12	-	-	-	-	-
	506263	CalPERS 457 Plan	740.00		740.00	-	540.00	-	200.00	-	-	-
	506264	MB EFT - Payroll Checks (Direct Deposits)	28,368.75		28,368.75	6,511.81	8,004.89	-	6,846.24	2,266.14	3,237.84	1,501.83
	1500	CalPERS Financial & Acct Services	90,901.00	90,901.00		34,087.88	28,406.56	28,406.56	-	-	-	-
	1501	CalPERS Financial & Acct Services	1,601.00	1,601.00		960.60	320.20	320.20	-	-	-	-
	1502	CalPERS Financial & Acct Services	239.00	239.00		-	-	-	239.00	-	-	-
	1510	Mercy Medical Center	80.06	80.06		-	-	-	80.06	-	-	-
	1511	Williams Scotsman Inc	593.14	593.14		-	296.57	296.57	-	-	-	-
	25489	Burton's Fire, Inc	246.04	246.04		-	-	-	-	-	246.04	-
	25490	City of Medford	5,561.69	5,561.69		-	-	-	-	-	5,561.69	-
	25491	Consolidated Electrical Dist.	1,497.26	1,497.26		-	-	1,497.26	-	-	-	-
	25492	Day Management Corp	450.00	450.00		-	-	-	450.00	-	-	-
	25493	Harvest Printing	865.51	865.51		865.51	-	-	-	-	-	-
	25494	Hue & Cry	41.42	41.42		41.42	-	-	-	-	-	-
	25495	Isaiah Gutierrez	150.00	150.00		-	-	-	-	-	150.00	-
	25496	Jaime Cardenas	150.00	150.00		-	-	-	-	-	150.00	-
	25497	Jart Ventures, Inc	615.78	615.78		-	-	-	615.78	-	-	-
	25498	Juan Alvarez Jr.	150.00	150.00		-	-	-	-	-	150.00	-
	25499	Kellie Power	400.00	400.00		400.00	-	-	-	-	-	-
	25500	Norco Inc	152.10	152.10		-	-	-	-	-	152.10	-
	25502	Ronald or Debra Wishart	179.14	179.14		-	110.59	35.09	19.37	-	14.09	-
	25503	Shanes Auto Accessories	260.00	260.00		-	-	-	260.00	-	-	-
	25504	Suburban Propane	175.00	175.00		175.00	-	-	-	-	-	-
	25505	Underground Services Alert	300.00	300.00		-	150.00	150.00	-	-	-	-
	25506	US Postal Services	1,718.26	1,718.26		1,718.26	-	-	-	-	-	-
	25507	Woods Pest Control	122.00	122.00		-	61.00	61.00	-	-	-	-
			270,392.19	157,293.64	113,098.55	68,150.86	64,502.64	45,628.61	31,041.25	8,897.51	49,136.56	3,034.76



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 1-22

A RESOLUTION OF THE LAKE SHASTINA COMMUNITY SERVICE DISTRICT AS A RESULT OF A LOCAL EMERGENCY AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Lake Shastina Community Service District is committed to preserving and nurturing public access and participation in meetings of the Board; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and

WHEREAS, on June 4, 2021, the Governor clarified that the "reopening" of California on June 15, 2021 did not include any change to the proclaimed state of emergency or the powers exercised thereunder; and

WHEREAS, as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature; and

WHEREAS, the continued local rates of transmission of the virus and variants causing COVID-19 are such that meeting in person would present imminent risks to the health or safety of attendees of public meetings;

NOW, THEREFORE, THE LAKE SHASTINA COMMUNITY SERVICE DISTRICT HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the County, and social distancing orders are currently in place and needed to protect the health and safety of the citizens.

Section 3. Remote Teleconference Meetings. The staff and legislative bodies of Lake Shastina Community Service District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

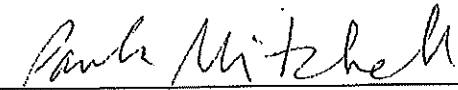
Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of thirty (30) days from adoption of the Resolution or such time the Board of Directors adopts a subsequent Resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Lake Shastina Community Service District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

I hereby certify that the forgoing is a full, true and correct copy of Resolution No. 1-22 duly passed and adopted by the Board of Directors of the Lake Shastina Community Services District, Siskiyou County, California, at a meeting thereof duly held on the 16th day of March 2022, by the following vote:

AYES: Directors Beck, Cupp, MacIntosh, Mitchell, Thompson

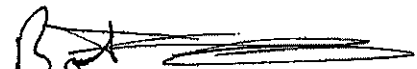
NOES:

ABSENT:



Paula Mitchell, President

ATTEST:



Robert Moser, Secretary

QUARTERLY REPORT TO THE BOARD

Meeting Date: 8/17/2022

April 2022 - June 2022

<u>LAIF ACCOUNT</u>		Interest Effective	Interest total	Current Rate	
Fund Balance Acct # 0015		6/30/2022	2,653.02	0.750%	
	06/30/2022				
	(after	Calculation of	Interest	Ending	
	transaction	Interest	Earned on	Balance at	
	activity)	(% of total)	6/30/2022	6/30/2022	
10	General	40,692.61	2.002%	53.10	40,745.71
15	Sewer	267,567.21	13.165%	349.16	267,916.37
20	Water	576,565.54	28.368%	752.40	577,317.94
25	Police	355,578.32	17.495%	464.01	356,042.33
30	Fire	792,011.68	38.969%	1,034.35	793,046.03
		2,032,415.36	100.000%	2,653.02	2,035,068.38

Transaction activity: April 2022

Board Resolution 3-15 on 4/18/2015 for \$500,000 owed from General Fund to Water Fund for Clinic building, transfer was made in LAIF for payment of \$11,000 which includes interest posted quarterly. April 2022 payment posted on 4/15/2022. Amounts and ending balances shown below:

	Beginning Balance	Interfund LAIF transfer posted	4/30/2022	% of total		
	4/1/2022	4/15/2022				
10	General	43,704.29	(11,000.00)	32,704.29	2.654%	
15	Sewer	267,567.21		267,567.21	21.711%	
20	Water	565,565.54	11,000.00	576,565.54	46.783%	
25	Police	355,578.32		355,578.32	28.852%	
30	Fire	(0.00)		(0.00)	0.000%	
		1,232,415.36	-	-	1,232,415.36	100.000%

Transaction activity: May 2022 No Activity

Transaction activity: June 2022

Transfer of \$800,000 from checking into LAIF. Includes Fire Dept. 10/6/21 loan from General Fund repayment. Amounts and ending balances shown below:

	6/1/2022	Transfer from Checking to LAIF	Interfund LAIF transfer posted	6/30/2022	% of total	
		6/09/2022	6/09/2022			
10	General	32,704.29		7,988.32	40,692.61	2.002%
15	Sewer	267,567.21			267,567.21	13.165%
20	Water	576,565.54			576,565.54	28.368%
25	Police	355,578.32			355,578.32	17.495%
30	Fire	(0.00)	800,000.00	(7,988.32)	792,011.68	38.969%
		1,232,415.36	800,000.00	-	2,032,415.36	100.000%



Lake Shastina Fire Department

16309 Everhart Drive
Weed CA 96094

For the Month of July 2022, Lake Shastina Fire Department responded to a total of 26 calls for service. These calls included:

- 17 Medical Aid
- 1 Traffic Collisions (cancelled)
- 3 Residential Fire (2 cancelled, 1 fully involved @ Shastina place)
- 4 Wildland Fires (2 cancelled 2 arrived at scene to small vegetation fire)
- 1 Vehicle Fire

Monthly News:

On 7/27/2022 Lake Shastina Fire responded to a structure fire at 5916 Shastina Place. Mutual aid was provided by: Mayten Fire, six Cal Fire engines, three Forest Service engines, Weed City engine, Deadwood Hand Crew, Mount Shasta City Department, two helicopters, air attack (command module for air resources) and two air tankers loaded from Redding. We are very thankful for all the prompt Mutual aid received. A major factor for this fire not turning into a major wildland incident which in turn could have destroyed more homes, was the fuel abatement work completed last year on neighboring lots. Lake Shastina Police department provided valuable and timely assistance to our firefighters.

Lake Shastina OES 8331 was assigned to the McKinney Fire on 7/30/2022. Engine 8331 was staffed by Acting Chief and three Firefighters. The Lake Shastina Fire Department remained staffed during 8331's deployment with a Captain and two Firefighters on duty.

Our Fuel abatement program is on hold due to unfavorable weather and firefighters being gone on strike team assignment. We expect to restart our program as soon as possible as we have 17 lots in our queue. Currently we are finishing up lots in Units 4 and 5. Most of the lots to be completed are in Unit 5-4 near the Tennis Ct. area.

The new fire station is progressing nicely as we have completed the garage doors and electrical. Our next step is to dig the necessary underground to supply permanent power to the new building. Anticipated completion for this phase is approximately 9/1/2022. Finishing grading and base in front of bay doors will also be done soon. Asphalt will be put on next year's schedule.

Lastly, the Lake Shastina Fire Dept. and the Lake Shastina Police department are teaming together with a push to have more Lake Shastina homeowners purchase address signs that are installed near the street. This is an important initiative for both departments as we often struggle, especially at night to locate correct addresses on 911 calls. Homeowners can purchase these signs and have them installed, through the Police Department.



LAKE SHASTINA POLICE DEPARTMENT

William N. Bullington

Chief of Police

16309 Everhart Dr., Weed, CA 96094

(530) 938-2226

TO: LSCSD Board of Directors

FROM: Will Bullington, Chief of Police

SUBJECT: July 2022 Police Monthly Board Report

POLICE ACTIVITY: LSPD had 121 calls for service in July.

SUMMARY:

Misdemeanor Arrests: 6

Felony Arrests: 2

Traffic Warnings: 24

Traffic Citations: 9

Animal Control Cites: 0

Animal Related Calls: 6

Parking Cites: 0

House Watch: 140+-

Misc. Police Calls (Non-Criminal): 80

NOTABLE ACTIVITY:

07/13/2022- 74-year-old Lake Shastina resident arrested for driving on a suspended DL.

07/14/2022- Police were called to a victim catching a subject stealing his gas cans. 37-year-old Yreka resident arrested for theft and parole violations. Suspect and another subject are being investigated for 3 other thefts this same evening of July 13th. A bicycle was recovered and a video camera recording of the second suspect is posted on social media and shared with other L.E. agencies.

07/15/2022- 36-year-old Tracy, CA resident arrested for driving on a suspended DL.

07/18/2022- Police responded to the report of a water truck taking water from a fire hydrant on Palmer Drive. Police contacted a subject that was hired by a 57-year-old Lake Shastina resident that took 6,000 gallons of water. Police are filing charges against the Lake Shastina resident for theft of utilities.

07/24/2022- An officer pulled over a Lake Shastina resident for speeding. The suspect was on felony probation and after a vehicle search a methamphetamine pipe and methamphetamine were found in the vehicle near a 3- and 6-year-old child. The 43-year-old suspect was arrested for drug charges and child endangerment.

07/27/2022- During a traffic stop an officer observed drug paraphernalia. After a search, a 31-year-old Lake Shastina resident and a 41-year-old Dunsmuir resident were arrested for possession of drug paraphernalia and methamphetamine.

07/28/2022- 59-year-old Oakland resident arrested for driving on a suspended DL.

07/28/2022- 47-year-old Lake Shastina resident arrested for driving on a suspended DL.

07/30/2022-current- We responded to Yreka to assist in evacuations and looting patrols. The first day I was the only one available and assisted in driving all over Scott Valley and Scott River Road evacuating people from the path of the fire. The next days two officers responded everyday to assist in patrolling Yreka and assisting Yreka P.D. with calls for service.

pc

Item 1 E.3

Lake Shastina Sewer Department

To: Lake Shastina CSD Board
From: RODNEY VILLA, Maintenance Leadman
Meeting Date: August 17, 2022
Subject: Board Report July 2022

Notable Activity:

- We mowed around sewer ponds #4 and #5.
- Clogs were removed from both check valves at B-104 on one day and two days later we removed debris from pump #1 which was a three-hour project.
- We completed camera inspections at five different locations that are known trouble spots in the sewer system.
- The semiannual WWTP samples were taken to Basic Lab in Redding.

Lake Shastina Water Department

To: Lake Shastina CSD Board
From: RODNEY VILLA, Maintenance Leadman
Meeting Date: August 17, 2022
Subject: Board Report – July 2022

Notable Activity:

- The monthly drinking water samples were delivered to Basic Lab in Redding.
- We removed one dead tree from the Administration building landscaping.
- There were several water shutoffs and turn-ons for home owner repairs.
- We have continued to replace old meters with new ones.

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
2022-2023

BUDGET Proposed: 8/17/2022

	GENERAL	SEWER	WATER	POLICE	COPS	FIRE	STRIKE TEAM	SAFER	TOTAL All Funds
REVENUES									
4001.1 - Assmt/Revenue - Residential		685,513	345,000	140,000		102,000			1,272,513
4001.2 - Assmt/Revenue - Standby		65,000	102,200	280,000		165,000			612,200
4001.3 - Assmt/Revenue - Commercial		7,202	7,892	3,520		2,315			20,929
4003.0 - Late Payment Revenue		6,000	7,500	10,000		5,500			29,000
4055.0 - Misc. Operational Income	300					1,500			1,800
4056.0 - Misc. Non-Op. Income	100			2,000					2,100
4070.0 - Antenna Lease Revenue	31,000								31,000
4075.0 - Water Capacity Expansion Fee			1,500						1,500
4076.0 - Fire Suppression Expansion Fee						632			632
5004.0 - Sewer Hook Up Fee		44,000							44,000
5006.0 - Water Hookup Fee			2,500						2,500
5040.0 - Gain on Sale of Equipment		2,500	2,500	6,000					11,000
5050.0 - Transfer Fees	5,000								5,000
5055.0 - Animal License Fee				4,000					4,000
5056.0 - Warrant				1,000		5,500			6,500
5061.0 - Donations				200		5,000			5,200
5075.0 - Grant Revenue					156,000	9,355		77,633	242,988
5080.0 - Interest earned - Ops	50								50
5081.0 - Interest Earned - Rsv (Savings)	500	500	1,000	500		500			3,000
Dept. 22 - Medical Clinic - General Fund Sub Dept									60,264
4053.0 - Medical Clinic Revenue	60,264								60,264
4054.0 - Loan Principle Revenue			36,500						36,500
5081.0 - Interest Earned - Rsv (Savings)			500						500
Dept. 23 - Green Waste Site - General Fund Sub Dept									3,500
4055.0 - Misc. Operational Income	3,500								3,500
Dept. 34 - Fire Fuels Removal Sub Dept						9,000			9,000
4055.0 - Misc. Operational Income						9,000			9,000
Dept. 36 - Plannng Grants									50,000
5075.0 - Grant Revenue			50,000						50,000
Dept. 45 - Mutual Aid Strike Team - Fire Sub Dept							500,000		500,000
4080.0 - Strike Team Revenues Payroll Reimb							500,000		500,000
4081.0 - Strike Team Revenues Engine Reimb							50,000		50,000
4082.0 - Strike Team Revenues Admin OH Reimb							50,000		50,000
4085.0 - Emerg Resp Reimb Travel/Meals							2,000		2,000
TOTAL INCOME 2022-2023 projected	100,714	810,715	557,092	447,220	156,000	306,302	602,000	77,633	3,057,676
EXPENSES									
7001.0 - Accounting Audit		2,925	2,925	2,925		2,925			11,700
7002.0 - Admin Overhead Allocation	(462,056)	147,858	168,340	78,550		69,308			-
7010.0 - Capital Improvement/Reserve Exp.	21,917	50,000	15,000						86,917
7020.0 - IT Contract Services/Server	30,000								30,000
7026.0 - Contract Services	72,400	7,000	20,000	4,500		5,000		200	109,100
7033.0 - Licenses, Permits & Fees	5,000	12,000	3,500	1,500	1,000	100			23,100
7034.0 - Dues & Subscriptions	8,000	400	1,124	6,200		1,000			16,724
7035.0 - Advertising	400	200	200	500		150		1,000	2,450
7040.0 - Insurance (property & liability)	1,000	14,000	20,000	7,500		15,000			57,500
7041.0 - Legal	10,000	500	500	3,000		1,500			15,500
7050.1 - Office Exp Supplies	5,000	200	200	500	1,500	1,000			8,400
7050.2 - Office Exp Postage	6,000	50	50	150		100			6,350
7050.4 - Office Exp Maintenance	1,000					800			2,800
7051.0 - Public Safety Supplies				1,000	500				1,500
7051.1 - Mandatory Safety Equipment				3,000	1,000	2,000			6,000
7055.0 - Safety Equipment		2,000	1,000						3,000
7061.0 - Rental equipment		1,000							1,000
7062.0 - Repair & Maintenance	1,000	30,000	13,000	1,000	500	200			45,700
7063.0 - Fuel	1,000	14,000	14,000	14,000	3,000	32,000			78,000
7064.0 - Materials, Supplies & Small Tools	5,000	10,000	10,000	4,000	2,500	5,000			36,500
7065.0 - Vehicle Repair/Maintenance	50	10,000	7,000	3,000	6,000	50,000			76,500
7075.0 - VFA Grant Equipment						18,710			18,710
7100.0 - Lease/Rent Expense		4,000	3,000						7,000
7101.0 - Property Taxes	126								126
7105.0 - Utilities - CSD	1,000			1,000		2,000			4,000
7105.1 - Utilities - Telephone	2,500	1,000	700		4,000	500			8,700
7105.2 - Utilities - Electric	5,000	55,000	85,000	1,400		2,400			148,800
7105.3 - Utilities - Waste		800	675	300		900			2,675
7105.4 - Utilities - Propane	100			1,000		3,000			4,100
7105.6 - Utilities - Internet	2,000	1,000	840	3,053		260			7,153
7204.0 - Events				150		250			400
7501.0 - Payroll Expense	280,000	175,000	143,000	200,000	92,000	85,000		50,000	1,015,000
7513.0 - Payroll Taxes	6,000	3,300	2,700	7,000	2,000	5,000		1,500	27,500
7514.0 - Payroll Benefits	60,000	33,000	27,000	55,000	20,000	20,500		8,000	213,500
7516.2 - Pension (CalPERS)	25,000	16,500	13,500	20,000	7,500	7,500		5,500	95,500
7516.4 - CalPERS Fees	300	200	200	350					1,050
7516.5 - CalPERS UAL Expense	36,254	32,746	26,684	247					95,932
7518.0 - Workers Comp	25,000	16,500	13,500	15,000	7,500	5,500		3,933	66,933
1104.0 - Due from LSPCA	(100,000)								(100,000)
7550.0 - Travel & Training	11,000	500	800	1,000	2,000	300		500	16,100
7550.2 - Training - Instructor								1,000	1,000
7551.0 - Meals	1,000	200	250	250	250	500			2,450
7552.0 - Employee Physical Exams/Shots		400	100	1,200	500	500			2,700
7555.0 - Personal Protective Equipment (PPE)		1,000	1,000	5,000	2,500			1,500	11,000
7555.1 - Personal Protective Equipment (WL)								4,500	4,500
7556.0 - Uniforms		2,000	2,600	500	750	1,500			7,350

**LAKE SHASTINA COMMUNITY SERVICES DISTRICT
2022-2023**

BUDGET Proposed: 8/17/2022

	GENERAL	SEWER	WATER	POLICE	COPS GRANT	FIRE	STRIKE TEAM	SAFER	TOTAL All Funds
EXPENSES (Continued)									
Dept. 22 - Medical Clinic - General Fund Sub Dept									
7026.0 - Contract Services	3,000								3,000
7040.0 - Insurance (Property/Liability)-Med Clinic	800								800
7062.0 - Repair & Maintenance (Med Clinic)	200								200
7063.0 - Fuel	120								120
7080.0 - Interest Expense (Med Bidg)	1,000								1,000
7084.0 - Loan Principle Expense	36,500								36,500
7501.0 - Payroll Expense	1,000								1,000
7513.0 - Payroll Taxes	50								50
7516.2 - Pension (CalPERS)	100								100
7518.0 - Workers Comp	100								100
Medical Clinic Reserves	17,394								17,394
Dept. 23 - Green Waste Site - General Fund Sub Dept									
7026.0 - Contract Services	325								325
7063.0 - Fuel	50								50
7064.0 - Materials, Supplies & Small Tools	100								100
7501.0 - Payroll Expense	700								700
7513.0 - Payroll Taxes	100								100
7516.2 - Pension (CalPERS)	50								50
7518.0 - Workers Comp	50								50
Dept. 34 - Fire Fuels Removal Sub Dept									
7026.0 - Contract Services						50			50
7062.0 - Repair & Maintenance						1,500			1,500
7064.0 - Materials, Supplies & Small Tools						150			150
7501.0 - Payroll Expense						15,000			15,000
7513.0 - Payroll Taxes						1,500			1,500
7518.0 - Workers Comp						1,500			1,500
Dept. 36 - Planning Grants									
7026.0 - Contract Services			45,000						45,000
7501.0 - Payroll Expense			4,450						4,450
7513.0 - Payroll Taxes			150						150
7516.2 - Pension (CalPERS)			250						250
7518.0 - Workers Comp			150						150
Dept. 45 - Mutual Aid Strike Team - Fire Sub Dept									
7501.0 - Payroll Expense							445,000		445,000
7513.0 - Payroll Taxes							5,000		5,000
7518.0 - Workers Comp							50,000		50,000
7550.0 - Travel & Training							1,000		1,000
7551.0 - Meals							1,000		1,000
TOTAL EXPENSE 2021-2022 projected	122,631	645,279	646,388	443,775	156,000	340,103	502,000	77,633	2,933,809
Reimbursement for Cap. Exp. from Reserves	21,917	50,000	15,000						86,917
Net Expense	100,714	595,279	631,388	443,775	156,000	340,103	502,000	77,633	2,846,892
Sewer Pond principle applied to Liability paydown			35,500						36,500
NET Over/Short 2021-2022 projected	0	216,436	(37,798)	3,445	-	(33,801)	100,000	-	247,284

Notes:

Administrative Overhead Allocation Calculation for this budget period: Sewer 32%, Water 36%, Police 17%, Fire 16%.
 Worker's Comp includes the Board coverage.
 2021-2022 Audit - L. Bain CPA \$11,700

Payroll for 2022-2023 includes:

- Anticipated current staffing level Step increases
- 2% COLA for Teamsters Union member employees

Capital Improvements/Expenditures:

As of
6/30/2022

General Fund:		Current Balance in LAIF Reserves:	\$	84,565
Capital Improvements from Reserves-	\$ 21,917	New software (2nd half)	\$	21,917
Sewer Department:		Current Balance in LAIF Reserves:	\$	267,567
Capital Improvements from Reserves-	\$ 50,000	New Trash Pump	\$	50,000
Water Department:		Current Balance in LAIF Reserves:	\$	576,566
Capital Improvements from Reserves-	\$ 15,000	Tank Fail Prevention	\$	15,000
Police Department:		Current Balance in LAIF Reserves:	\$	355,578
Capital Improvements from Reserves-	\$ -		\$	-
Fire Department:		Current Balance in LAIF Reserves:	\$	431,517
Capital Improvements from Reserves-	\$ 379,000	Electrical for new bay	\$	33,000
		New Engine (tentative)	\$	346,000



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

RESOLUTION *-22

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT REGARDING AUTHORIZED SIGNATURES ON DOCUMENTS RELATED TO DISTRICT BUSINESS.

WHEREAS, it is necessary to appoint authorized signatories for the Lake Shastina Community Services District for matters related to the District, and;

WHEREAS, many of the agencies the District deals with, require authorized signatures with a Resolution of the Board attached.

NOW, THEREFORE, BE IT RESOLVED that the LSCSD Board of Directors hereby ordain and authorize District President, Vice President and General Manager to sign, on behalf the District, all necessary legal, grant, banking and other documents as needed.

BE IT FURTHER RESOLVED: This resolution supersedes and cancels Resolution 1-15.

I hereby certify that the forgoing is a full, true and correct copy of Resolution *-22 duly passed and adopted by the Board of Directors of the Lake Shastina Community Services District, Siskiyou County, California, at a meeting thereof duly held on the 17th day of August 2022, by the following vote:

AYES:
NOES:
ABSENT:

Paula Mitchell, President

ATTEST:

Robert Moser, Secretary



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

RESOLUTION *-22

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT (LSCSD) REGARDING THE ACCEPTANCE OF CREDIT CARD PAYMENTS.

WHEREAS, it is the fiscal responsibility of the District to collect monies due for services the District provides, and

WHEREAS, the District Administration Staff receives numerous customer requests for online payment capability, and

WHEREAS, the Board has determined that it would be in the best interests of the District to implement credit, debit and E-check payments for the LSCSD.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors approves to implement acceptance of credit, debit and E-check payments for the LSCSD and hereby authorizes the President to sign Agreement on behalf of the District.

BE IT FURTHER RESOLVED: This resolution supersedes and cancels Resolution 10-11.

I hereby certify that the forgoing is a full, true and correct copy of Resolution *-22 duly passed and adopted by the Board of Directors of the Lake Shastina Community Services District, Siskiyou County, California, at a meeting thereof duly held on the 17th day of August 2022, by the following vote:

AYES:
NOES:
ABSENT:

Paula Mitchell, President

ATTEST:

Robert Moser, Secretary