



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

AGENDA

REGULAR MEETING

Wednesday, October 17, 2018 – 1:00 p.m.

Administration Building

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

CALL TO ORDER: 1:00 p.m.

LSCSD Board Roll Call: Directors: Cupp _____ Lewis _____ 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, whether or not on the agenda for this meeting. Each individual comment will be limited to three minutes. The public comment portion of the meeting will be limited to thirty minutes (total time). For items that are on this agenda, speakers may request that their comments be heard instead at the time the item appears on the agenda prior to the Board addressing the agenda 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.

CONSENT CALENDAR: Items on the Consent Calendar are considered routine, not requiring separate discussion. However, if discussion is wanted, the item may be removed from the Consent Calendar and considered separately. Board members may ask questions of clarification without removing an item from the Calendar. Individual items are approved by the vote that approves the Consent Calendar, unless an item is pulled for separate consideration.

1. A. Approval of Minutes: Regular Meeting September 19, 2018
- B. Ratification of Disbursements: September 1 through September 30, 2018
- C. Budget Comparison / Variance Report: YTD 2018/19
- D. Accounts Receivables Aging Analysis: FY 2018/19

DEPARTMENT REPORTS / UPDATES: NO ACTION ITEMS:

2. Fire Department Monthly Report (FC Pappas)
3. Police Department Monthly Report (PC Wilson)
4. Sewer Department Monthly Report (PWS Moser)
5. Water Department Monthly Report (PWS Moser)

COMMITTEE REPORTS:

6. APPROVED COMMITTEE MINUTES / REPORTS / VERBAL UPDATES, if applicable.
(Pres. Cupp may make committee appointments/changes as necessary.)
 - A. Budget / Finance Committee
 - B. Fire Department Advisory Committee
 - C. Police Department Advisory Committee
 - D. Policy Committee
 - E. Sewer and Water Systems Oversight Committee

DISCUSSION / REPORTS: ACTION ITEMS:

7. Wastewater Improvement Project: CEQA Document - Draft Initial Study/Mitigated Negative Declaration (Draft-IS/MND) (GM Wilson/Pres. Cupp)
 - A. Public Hearing to receive final comments of Draft IS/MND
[Public Hearing / Staff Report / Public Comments / Close Public Hearing / Board Comments]
 - B. Consideration of approval of Draft IS/MND (Approval by Resolution)
8. Consideration of proposal(s) received from the Request for Proposals (RFP) for Well Drilling Services for New Water Well No. 10 (GM Wilson)
9. Consideration of setting date and time for Holiday Tree Lighting Event (GM Wilson)
10. Consideration of setting a date and time for a Special Meeting in December 2018 to replace the Regular Board Meeting scheduled for December 19, 2018 (GM Wilson)

STAFF COMMENTS:

BOARD MEMBER COMMENTS:

PUBLIC COMMENTS ON CLOSED SESSION:

ADJOURN TO CLOSED SESSION:

CLOSED SESSION:

- A. Conference with Legal Counsel – Significant Exposure to Litigation (Gov. Code Section 54956.9(b). Number of Cases: 1.
- B. Personnel (Gov. Code Section 54957) Consider Public Employee Performance Evaluation: General Manager
- C. CONFERENCE WITH LABOR NEGOTIATORS - Pursuant to Government Code Section 54957.6
Agency Negotiators: Mike Wilson, General Manager; Employee Organization: Teamsters Local 137

RETURN TO OPEN SESSION:

REPORT ON CLOSED SESSION:

DISCUSSION / REPORTS: ACTION ITEMS:

- 11. Consideration of LOU related to Article 11 Exhibit A of MOU between LSCSD and General Teamsters 137 (GM Wilson)
- 12. Personnel Policy: proposed changes to Police Officers job descriptions (GM Wilson)

ADJOURNMENT: The November 21, 2018 LSCSD Regular Board Meeting has been cancelled. A Special Board Meeting has been scheduled for November 19, 2018, 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.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

Regular Meeting
 Wednesday, September 19, 2018, 1:00 p.m.
 Administration Building
 16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

Unapproved MINUTES

CALL TO ORDER AND ROLL CALL: 1:00 p.m.

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

Also present: GM Wilson, PWS Moser, SAC Nelle, FC Pappas, AA Charvez and District Counsel Margaret Long.
 There were approximately 18 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS: Comments received.

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

1. A. Approval of Minutes: Regular Meeting August 15, 2018 and Special Meeting September 4, 2018
- B. Ratification of Disbursements: July 1 through July 31, 2018 and August 1 through August 31, 2018
- C. Budget Comparison: YTD 2018/19
- D. LAIF Quarterly Report
- E. Ratification of transfer from LAIF Savings to CSD Operating Account

Motion by Dir. MacIntosh second Dir. Lewis to approve Consent Calendar.

Ayes: Directors Lewis, MacIntosh, Mitchell and Thompson

Noes: None

Absent: Director Cupp

DEPARTMENT REPORTS

2. Fire Department Monthly Report: FC Pappas reported.
3. Police Department Monthly Report: GM/PC Wilson reported.
4. Sewer Department Monthly Report: PWS Moser reported.
5. Water Department Monthly Report: PWS Moser reported.

COMMITTEE REPORTS:

6. APPROVED COMMITTEE MINUTES / REPORTS / VERBAL UPDATES, if applicable:
 - A. Budget / Finance Committee: Nothing to report.
 - B. Fire Department Advisory Committee: Nothing to report.
 - C. Police Department Advisory Committee: Nothing to report.
 - D. Policy Committee: Nothing to report.
 - E. Sewer and Water Systems Oversight Committee: Nothing to report.

DISCUSSION / REPORTS: ACTION ITEMS:

7. Consideration of setting a date and time for a Special Meeting in November 2018 to replace the Regular Board Meeting scheduled for November 21, 2018: GM Wilson reported.

Motion by Dir. Mitchell second Dir. Lewis to cancel the November 21, 2018 Regular Board Meeting and set a Special Meeting for November 19, 2018, 1:00 p.m.

Ayes: Directors Lewis, MacIntosh, Mitchell and Thompson

Noes: None

Absent: Director Cupp

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: None.

PUBLIC COMMENTS ON CLOSED SESSION: Comments received.

ADJOURN TO CLOSED SESSION: With no objections by the Board, Vice Pres Thompson adjourned to Closed Session at 1:56 p.m.

CLOSED SESSION: 1:58 p.m.

Also present: GM Wilson and District Counsel Long. SAC Nelle for a portion of Closed Session.

- A. Personnel (Gov. Code Section 54957) Consider Public Employee Performance Evaluation: Fire Chief
- B. CONFERENCE WITH LABOR NEGOTIATORS - Pursuant to Government Code Section 54957.6 Agency Negotiators: Mike Wilson, General Manager; Employee Organization: Teamsters Local 137

- C. Conference with Legal Counsel – Significant Exposure to Litigation (Gov. Code Section 54956.9(b). Number of Cases: 1.

With no objections by the Board, Vice Pres. Thompson adjourned Closed Session at 3:50 p.m.

RETURN TO OPEN SESSION: 3:55 p.m.

Also present: GM Wilson, PWS Moser, SAC Nelle, FC Pappas and District Counsel Long. There were 8 people in the audience.

REPORT ON CLOSED SESSION: Vice Pres. Thompson stated that Item A will be addressed with Item 8 and Item B would be addressed with Items 9 and 10.

- A. Report in Item 8.
- B. Reported in Item 9 and 10.
- C. Nothing to report.

DISCUSSION / REPORTS: ACTION ITEMS:

8. Consideration of Employment Agreement – Fire Chief: Vice Pres. Thompson reported. Counsel Long read all changes made to proposed agreement.

Motion by Dir. Mitchell second Dir. Lewis to approve Employment Agreement with FC Steve Pappas, as amended.

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

9. Consideration of LOU related to Section 12.5 of MOU between LSCSD and General Teamsters 137: GM Wilson reported.

Motion by Dir. Mitchell second Dir. MacIntosh to approve LOU related to Section 12.5 of MOU as presented.

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

10. Consideration of clarifying language in Article 11 of MOU between LSCSD and General Teamsters Local 137: GM Wilson reported.

Motion by Dir. Lewis second Dir. Mitchell to approve clarifying language for Article 11, per recommendation.

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

ADJOURNMENT: With no objections by the Board, Vice Pres. Thompson adjourned the meeting at 4:15 p.m.

The next LSCSD Regular Board Meeting is on Wednesday, October 17, 2018, 1:00 p.m. at the Administration Building.

Approval Date: _____

 Carol Cupp, President

ATTEST:

 Mike Wilson, 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 September 1 thru September 30, 2018 for a total of: " \$ 215,211.59

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

Submitted for September 2018	\$ 215,211.59
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Expenses - Regular Checks SVB Account	\$ 104,074.79
Expenses - Payroll & Liability Checks SVB Account	\$ 111,136.80
<u>Subtotal</u>	<u>\$ 215,211.59</u>
<u>Total CSD Expenses</u>	<u>\$ 215,211.59</u>

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - SCOTT VALLEY BANK

1B

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10 General	15 Sewer	20 Water	25 Police	26 COPS Grant	30 Fire
9/6/2018	JE #73174	Bank Service Charge - Cash Handling Fee Augu	4.30	4.30		4.30					
9/28/2018	JE #73175	Bank Service Charge - Online ACH Item Fee	11.70	11.70		11.70					
9/6/2018	766	Verizon Wireless	61.26	61.26							61.26
9/6/2018	767	Verizon Wireless	256.08	256.08					170.72	42.68	42.68
9/6/2018	768	CalPERS	700.00	700.00		378.00	161.00	161.00			
9/6/2018	22769	Alanna DeBon	15.21	15.21		15.21					
9/6/2018	22770	Basic Lab	128.00	128.00				128.00			
9/6/2018	22771	Cal Ore Telephone	299.00	299.00		192.21			85.43		21.36
9/6/2018	22772	CSPCA	40.00	40.00					40.00		
9/6/2018	22773	Danilo or Lanie Embemate	105.50	105.50		105.50					
9/6/2018	22774	Deepwoods Embroidery & Design	27.25	27.25					27.25		
9/6/2018	22775	Don R. Erickson Oil, Inc.	2,727.79	2,727.79		514.43	419.44	419.44	793.73	267.07	313.68
9/6/2018	22776	Edward & Bernadette Hee	241.10	241.10		241.10					
9/6/2018	22777	JB Automotive Repairs	540.30	540.30					540.30		
9/6/2018	22778	Continued to next check									
9/6/2018	22779	LSPOA	1,220.46	1,220.46			287.06	94.50			838.90
9/6/2018	22780	Manuel & Gloria Rodriguez	112.50	112.50		112.50					
9/6/2018	22781	Mt.Shasta Title	203.89	203.89		203.89					
9/6/2018	22782	Quill Corp	106.43	106.43		43.94			23.84		38.65
9/6/2018	22783	RF Enterprises Inc.	2,534.72	2,534.72		1,267.36			633.68		633.68
9/6/2018	22784	Robert Moser	196.20	196.20			73.57	122.63			
9/6/2018	22785	Shasta Auto Supply	20.12	20.12							20.12
9/6/2018	22786	Siskiyou Co. Tax Collector	472.19	472.19		472.19					
9/6/2018	22787	Siskiyou Disposal	250.00	250.00		85.00	42.50	42.50	40.00		40.00
9/6/2018	22788	Siskiyou Escrow	118.86	118.86		118.86					
9/6/2018	22789	Solano's Inc.	356.58	356.58			48.61	277.90			30.07
9/6/2018	22790	Steve Pappas	28.54	28.54							28.54
9/6/2018	22791	Tina Blanchette	236.23	236.23		236.23					
9/6/2018	22792	Walt Bullington	160.00	160.00					160.00		
9/6/2018	22793	Weed Press	39.00	39.00		39.00					
9/6/2018	22794	Western Business Products	39.42	39.42		39.42					
9/6/2018	22795	William Bullington	22.99	22.99					22.99		
9/6/2018	22796	Yesenia Selva	119.72	119.72		119.72					
9/6/2018	22768	Payroll Checks (Live Checks)-Void and reissued	313.53		313.53						313.53
9/6/2018	503649	EDD EFT	25.35		25.35						25.35
9/6/2018	503650	EFTPS EFT	57.99		57.99						57.99
9/13/2018	22797-22800	Payroll Checks (Live Checks)	6,745.74		6,745.74		1,685.32				5,060.42
9/13/2018	503670	EDD EFT	1,550.94		1,550.94	304.12	251.37		237.01	90.67	667.77
9/13/2018	503671	EFTPS EFT	8,170.36		8,170.36	1,096.91	874.54		2,052.69	504.97	3,641.25
9/13/2018	503672	American Funds EFT	454.31		454.31				375.90	78.41	
9/13/2018	503673	CalPERS Classic EFT	1,863.37		1,863.37	951.18	912.19				
9/13/2018	503674	CalPERS PEPPRA EFT	616.46		616.46	456.85	159.61				
9/13/2018	503675	CalPERS 457 EFT	1,121.41		1,121.41	655.00	243.62		135.79	87.00	
9/13/2018	503676	SVB EFT - Payroll Checks (Direct Deposits)	27,867.60		27,867.60	6,959.71	4,391.36		7,676.96	2,412.45	6,427.12
9/20/2018	769	AT&T	73.07	73.07			36.53	36.54			
9/20/2018	770	Pacific Power	12,700.09	12,700.09		889.73	3,265.41	8,544.95			
9/20/2018	771	Pitney Bowes	202.70	202.70		202.70					
9/20/2018	772	US Bank Equipment finance	189.70	189.70					189.70		
9/20/2018	22801	Alanna DeBon	301.59	301.59		187.68	56.95	56.96			
9/20/2018	22802	C&K Market	21.49	21.49							21.49

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10 General	15 Sewer	20 Water	25 Police	26 COPS Grant	30 Fire
9/20/2018	22803	C&A Rubber Stamps & Signs	57.60	57.60		57.60					
9/20/2018	22804	Consolidated Electrical Distribution	98.53	98.53			51.56	46.97			
9/20/2018	22805	Debbie Nelle	38.80	38.80		18.96			19.84		
9/20/2018	22806	Department of Motor Vehicles	10.00	10.00			5.00	5.00			
9/20/2018	22807	Ferguson Waterworks	687.87	687.87			229.56	458.31			
9/20/2018	22808	Fischer's Siskiyou Backhoe & Septic	42.61	42.61			42.61				
9/20/2018	22809	Gabriel Garcia	313.53	313.53							313.53
9/20/2018	22810	Hue & Cry	38.00	38.00		38.00					
9/20/2018	22811	J.Ricardo Cervantes- Alarm N' Sounds	319.76	319.76					319.76		
9/20/2018	22812	Leo or Christine Schlumps	87.50	87.50		87.50					
9/20/2018	22813	Lexipol LLC	2,309.00	2,309.00					2,309.00		
9/20/2018	22814	LSCSD Utilities	381.61	381.61		230.39			67.36		83.86
9/20/2018	22815	LSPOA	547.14	547.14			191.41	57.25			298.48
9/20/2018	22816	Morgan Barr	531.39	531.39						531.39	
9/20/2018	22817	Mt.Shasta IT Services	632.50	632.50		632.50					
9/20/2018	22818	Munson Pump Services	225.82	225.82			225.82				
9/20/2018	22819	N.C.G.T. Security Fund	17,391.00	17,391.00		5,239.00	2,270.50	2,270.50	4,347.00	1,632.00	1,632.00
9/20/2018	22820	North State Truck Equipment	2,577.50	2,577.50							2,577.50
9/20/2018	22821	Prentice, Long & Epperson	1,152.90	1,152.90		260.40		105.00	455.00		332.50
9/20/2018	22822	Quill Corp	286.57	286.57		179.58	24.12		51.78		31.09
9/20/2018	22823	Robert Moser	290.45	290.45			125.35	165.10			
9/20/2018	22824	SHN Consulting Engineers	11,835.10	11,835.10			11,835.10				
9/20/2018	22825	Siskiyou Daily News	105.13	105.13			52.58	52.57			
9/20/2018	22826	Tim Louie Construction	760.00	760.00			760.00				
9/20/2018	22827	Valley Pump & Motor Works	15,919.45	15,919.45				15,919.45			
9/20/2018	22828	Walt Bullington	187.93	187.93					187.93		
9/20/2018	22829	Weed Press	94.40	94.40			47.20	47.20			
9/20/2018	22830	Will Johnson Electric	1,840.01	1,840.01				1,840.01			
9/20/2018	22831	Woods Pest Control	164.00	164.00		82.00			41.00		41.00
9/20/2018	22832	Mt.Shasta IT Services	18,000.00	18,000.00		18,000.00					
9/6/2018	JE #	Void PR ck #22768 lost in mail, reissued 9/20/18	(313.53)		(313.53)						(313.53)
9/27/2018	22833-22837	Payroll Checks (Live Checks)	9,215.59		9,215.59		1,388.20				7,827.39
9/27/2018	22838	Union Dues	688.96		688.96	229.00	217.00		189.72	53.24	
9/27/2018	503695	EDD EFT	2,623.76		2,623.76	305.13	280.31		215.70	45.82	1,776.80
9/27/2018	503696	EFTPS EFT	12,307.71		12,307.71	1,094.87	902.10		1,946.31	311.72	8,052.71
9/27/2018	503697	American Funds EFT	516.67		516.67				418.65	98.02	
9/27/2018	503698	CalPERS Classic EFT	1,863.37		1,863.37	951.18	912.19				
9/27/2018	503699	CalPERS PEPRA EFT	616.46		616.46	456.85	159.61				
9/27/2018	503700	Aflac EFT	234.00		234.00	93.78	79.56		60.66		
9/27/2018	503701	CalPERS 457 EFT	1,095.53		1,095.53	655.00	243.62		135.79	61.12	
9/27/2018	503702	SVB EFT - Payroll Checks (Direct Deposits)	33,501.22		33,501.22	6,990.90	4,510.84		7,361.32	1,748.00	12,890.16
TBD	N/A	Union Dues Payable - ck to issue Sept (from August)				1.00			(1.00)		
9/27/2018	773	Williams Scotsman	293.50	293.50			146.75	146.75			
9/27/2018	777	First Ntl Bank-RM	1,677.46	1,677.46			838.73	838.73			
9/27/2018	22839	Robert Moser	293.75	293.75			126.44	167.31			
			215,211.59	104,074.79	111,136.80	51,508.08	38,575.22	32,004.57	31,331.81	7,964.56	53,827.35

LAKE SHASTINA COMMUNITY SERVICES DISTRICT**1C****September 2018 Detailed Budget Comparison 2018/2019 YTD**

For the Period: 7/1/2018 to 9/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	10/12/2018 % Bud
Fund: 10 - LSCSD General Fund						
Revenues						
Dept: 00						
4055.000 Misc Operational Income	500.00	500.00	162.23	0.00	337.77	32.4
4070.000 Antenna Lease Revenue	23,155.93	23,155.93	5,622.10	761.62	17,533.83	24.3
5050.000 Transfer Fees	4,000.00	4,000.00	960.00	160.00	3,040.00	24.0
5080.000 Interest Earned-OPS	200.00	200.00	5.00	1.68	195.00	2.5
5081.000 Interest Earned-RSV	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
Dept: 22 Medical Clinic						
4053.000 Medical Clinic Revenue	60,264.00	60,264.00	0.00	0.00	60,264.00	0.0
Revenues	90,119.93	90,119.93	6,749.33	923.30	83,370.60	7.5
Expenditures						
Dept: 01 General Admin						
7002.000 Admin Overhead Alloc	-388,356.53	-388,356.53	-134,352.45	-26,295.17	-254,004.08	34.6
7010.000 Capital Improvement	6,000.00	6,000.00	0.00	0.00	6,000.00	0.0
Less Reimbursement due from LAIF Savings	-6,000.00	-6,000.00	0.00	0.00	-6,000.00	0.0
7026.000 Contract Services	25,000.00	25,000.00	9,386.13	6,535.25	15,613.87	37.5
7032.000 Filing Fees	150.00	150.00	0.00	0.00	150.00	0.0
7033.000 Licenses, Permits, Fees	3,000.00	3,000.00	1,091.01	576.37	1,908.99	36.4
7034.000 Dues & Subscriptions	6,100.00	6,100.00	257.07	19.50	5,842.93	4.2
7035.000 Advertising	250.00	250.00	119.00	0.00	131.00	47.6
7040.000 Insurance (Liability)	500.00	500.00	1,300.60	0.00	-800.60	260.1
7041.000 Legal	25,000.00	25,000.00	2,205.00	0.00	22,795.00	8.8
7050.100 Off Exp-Supplies	5,000.00	5,000.00	158.56	89.79	4,841.44	3.2
7050.200 Off Exp-Postage	6,000.00	6,000.00	1,699.19	0.00	4,300.81	28.3
7050.400 Off Exp-Maint	7,750.00	7,750.00	3,926.22	101.35	3,823.78	50.7
7062.000 Repair & Maintenance	3,500.00	3,500.00	0.00	0.00	3,500.00	0.0
7064.000 Materials/Supplies/Small Tools	500.00	500.00	955.79	57.60	-455.79	191.2
7101.000 Property Taxes	140.00	140.00	0.00	0.00	140.00	0.0
7105.000 Utilities - CSD	1,000.00	1,000.00	249.40	0.00	750.60	24.9
7105.100 Util-Telephone	2,300.00	2,300.00	533.38	0.00	1,766.62	23.2
7105.200 Util-Electric	5,500.00	5,500.00	773.54	378.02	4,726.46	14.1
7105.400 Utilities-Propane	500.00	500.00	87.50	0.00	412.50	17.5
7105.600 Utility - Internet	1,550.00	1,550.00	256.28	128.14	1,293.72	16.5
7204.000 Events	500.00	500.00	0.00	0.00	500.00	0.0
7245.000 Election	1,500.00	1,500.00	0.00	0.00	1,500.00	0.0
7501.000 Payroll Expense	254,137.12	254,137.12	58,335.41	19,361.77	195,801.71	23.0
7513.000 Payroll-TAXES	6,288.99	6,288.99	995.08	300.81	5,293.91	15.8
7514.000 Payroll-Benefits	66,011.40	66,011.40	20,956.00	5,239.00	45,055.40	31.7
7516.200 Pension Cost (CalPERS)	20,113.90	20,113.90	4,613.70	1,537.90	15,500.20	22.9
7516.500 CalPERS UAL Expense	32,661.90	32,661.90	26,850.20	0.00	5,811.70	82.2
7518.000 Workers Comp	21,931.47	21,931.47	21,844.15	0.00	287.32	98.7
7530.100 PR Reimbursement Admin	-87,922.32	-87,922.32	-18,031.91	-7,623.25	-69,890.41	20.5
7530.300 Payroll Reimb Maintenance	7,000.00	7,000.00	1,527.01	412.34	5,472.99	21.8
7550.000 Travel & Training	1,500.00	1,500.00	1,107.69	95.38	392.31	73.8
7551.000 Meals	750.00	750.00	105.78	8.50	644.22	14.1
Dept: 22 Medical Clinic						
7026.000 Contract Services	3,000.00	3,000.00	180.00	0.00	2,820.00	6.0
7040.000 Insurance (Liability)	650.00	650.00	0.00	0.00	650.00	0.0
7062.000 Repair & Maintenance	3,000.00	3,000.00	0.00	0.00	3,000.00	0.0
7080.000 Interest Expense	4,750.00	4,750.00	1,893.15	0.00	2,856.85	39.9
7084.000 Loan Principle Expense	39,250.00	39,250.00	9,106.85	0.00	30,143.15	23.2
Medical Building Reserves	7,114.00	7,114.00	1,778.49	592.83	5,335.51	25.0
7530.000 Payroll Reimbursement	2,500.00	2,500.00	361.67	20.35	2,138.33	14.5
Expenditures	90,119.93	90,119.93	20,069.49	1,536.48	70,050.44	22.3

For the Period: 7/1/2018 to 9/30/2018

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 15 - LSCSD Sewer Dept						
Revenues						
Dept: 00						
4001.100 Assmt/Revenue-Residential	476,668.80	476,668.80	117,870.15	-1,512.23	358,798.65	24.7
4001.200 Assmt/Revenue-Standby	65,844.00	65,844.00	32,841.00	0.00	33,003.00	49.9
4001.300 Assmt/Revenue-Commercial	4,939.20	4,939.20	4,059.60	2,295.90	879.60	82.2
4003.000 Late Payment Revenue	2,800.00	2,800.00	1,031.11	990.77	1,768.89	36.8
5004.000 Sewer Hook Up Fee	21,745.50	21,745.50	14,497.00	7,248.50	7,248.50	66.7
5005.000 Sewer Payment Contracts	252.00	252.00	63.00	0.00	189.00	25.0
5040.000 Gain on Sale of Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	0.0
5081.000 Interest Earned-RSV	3,400.00	3,400.00	0.00	0.00	3,400.00	0.0
Dept: 23 Green Waste Site						
4055.000 Misc Operational Income	3,000.00	3,000.00	1,245.00	210.00	1,755.00	41.5
Revenues	581,149.50	581,149.50	171,606.86	9,232.94	409,542.64	29.5
Expenditures						
Dept: 01 General Admin						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	135,924.79	135,924.79	47,023.36	9,203.31	88,901.43	34.6
7010.000 Capital Improvement	334,500.00	334,500.00	0.00	0.00	334,500.00	0.0
Less Reimbursement due from LAIF Savings	-334,500.00	-334,500.00	0.00	0.00	-334,500.00	0.0
7026.000 Contract Services	20,000.00	20,000.00	2,121.73	1,000.00	17,878.27	10.6
7033.000 Licenses, Permits, Fees	8,000.00	8,000.00	230.88	170.00	7,769.12	2.9
7034.000 Dues & Subscriptions	500.00	500.00	75.00	0.00	425.00	15.0
7035.000 Advertising	0.00	0.00	99.76	0.00	-99.76	0.0
7040.000 Insurance (Liability)	13,261.00	13,261.00	13,980.13	0.00	-719.13	105.4
7041.000 Legal	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
7050.100 Off Exp-Supplies	400.00	400.00	0.00	0.00	400.00	0.0
7050.200 Off Exp-Postage	100.00	100.00	9.30	0.00	90.70	9.3
7055.000 Safety Equipment	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
7061.000 Rental Equipment	500.00	500.00	0.00	0.00	500.00	0.0
7062.000 Repair & Maintenance	20,000.00	20,000.00	1,104.17	0.00	18,895.83	5.5
7063.000 Fuel	6,500.00	6,500.00	1,208.98	0.00	5,291.02	18.6
7064.000 Materials/Supplies/Small Tools	5,000.00	5,000.00	2,071.50	438.05	2,928.50	41.4
7065.000 Vehicle Repair/Maintenance	5,000.00	5,000.00	182.87	0.00	4,817.13	3.7
7080.000 Interest Expense	21,127.86	21,127.86	0.00	0.00	21,127.86	0.0
7085.000 Municipal Finance Principle	39,897.58	39,897.58	0.00	0.00	39,897.58	0.0
7100.000 Lease/Rent Expense	1,775.00	1,775.00	538.08	146.75	1,236.92	30.3
7105.100 Util-Telephone	490.00	490.00	109.75	36.53	380.25	22.4
7105.200 Util-Electric	52,000.00	52,000.00	11,078.87	4,165.91	40,921.13	21.3
7105.300 Util-Waste	510.00	510.00	85.00	0.00	425.00	16.7
7501.000 Payroll Expense	141,417.15	141,417.15	27,104.79	6,759.28	114,312.36	19.2
7513.000 Payroll-TAXES	3,209.04	3,209.04	486.31	98.02	2,722.73	15.2
7514.000 Payroll-Benefits	40,489.19	40,489.19	10,899.50	2,270.50	29,589.69	26.9
7516.200 Pension Cost (CalPERS)	10,833.51	10,833.51	1,825.57	511.46	9,007.94	16.9
7516.500 CalPERS UAL Expense	14,913.18	14,913.18	16,705.50	0.00	-1,792.32	112.0
7518.000 Workers Comp	12,105.17	12,105.17	12,041.70	0.00	63.47	99.5
7530.000 Payroll Reimbursement	-9,400.00	-9,400.00	-2,423.94	-432.69	-6,976.06	25.8
7550.000 Travel & Training	2,500.00	2,500.00	3,150.16	632.02	-850.16	126.0
7551.000 Meals	400.00	400.00	179.37	77.40	220.63	44.8
7552.000 Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0.0
7555.000 Personal Protective Equip PPE	1,500.00	1,500.00	8.64	0.00	1,491.36	0.6
7556.000 Uniforms	1,200.00	1,200.00	468.53	0.00	731.47	39.0
Dept: 23 Green Waste Site						
7026.000 Contract Services	800.00	800.00	42.61	0.00	757.39	5.3
7063.000 Fuel	50.00	50.00	0.00	0.00	50.00	0.0
7064.000 Materials/Supplies/Small Tools	200.00	200.00	24.12	24.12	175.88	12.1
7530.000 Payroll Reimbursement	1,000.00	1,000.00	186.39	39.94	813.61	18.6
Dept: 36 Planning Grants						
7026.000 Contract Services	0.00	0.00	11,877.71	0.00	-11,877.71	0.0
7530.000 Payroll Reimbursement	0.00	0.00	528.23	0.00	-528.23	0.0
Expenditures	558,503.47	558,503.47	163,024.57	25,140.60	395,478.90	29.2

For the Period: 7/1/2018 to 9/30/2018

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 20 - LSCSD Water Dept						
Revenues						
Dept: 00						
4001.100 Assmt/Revenue-Residential	342,791.61	342,791.61	83,741.47	-1,040.01	259,050.14	24.4
4001.200 Assmt/Revenue-Standby	103,440.00	103,440.00	51,562.36	0.00	51,877.64	49.8
4001.300 Assmt/Revenue-Commercial	14,256.01	14,256.01	5,998.52	2,764.07	8,257.49	42.1
4003.000 Late Payment Revenue	9,000.00	9,000.00	2,476.34	1,708.60	6,523.66	27.5
4075.000 Water Capacity Expansion Fee	960.00	960.00	320.00	0.00	640.00	33.3
5006.000 Water Hook Up Fee	795.00	795.00	265.00	0.00	530.00	33.3
5040.000 Gain on Sale of Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	0.0
5081.000 Interest Earned-RSV	13,500.00	13,500.00	0.00	0.00	13,500.00	0.0
Dept: 22 Medical Clinic						
4054.000 Loan Principle Revenue	39,250.00	39,250.00	9,106.85	0.00	30,143.15	23.2
5081.000 Interest Earned-RSV	4,750.00	4,750.00	1,893.15	0.00	2,856.85	39.9
Revenues	531,242.62	531,242.62	155,363.69	3,432.66	375,878.93	29.2

Expenditures						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	174,760.44	174,760.44	60,458.60	11,832.83	114,301.84	34.6
7010.000 Capital Improvement	545,500.00	545,500.00	7,294.38	1,840.01	538,205.62	1.3
Less Reimbursement due from LAIF Savings	-545,500.00	-545,500.00	-7,294.38	-1,840.01	-538,205.62	1.3
7026.000 Contract Services	16,100.00	16,100.00	1,617.73	1,000.00	14,482.27	10.0
7033.000 Licenses, Permits, Fees	6,000.00	6,000.00	230.87	170.00	5,769.13	3.8
7034.000 Dues & Subscriptions	1,300.00	1,300.00	903.15	0.00	396.85	69.5
7035.000 Advertising	0.00	0.00	99.77	0.00	-99.77	0.0
7040.000 Insurance (Liability)	16,242.00	16,242.00	20,397.02	0.00	-4,155.02	125.6
7041.000 Legal	5,000.00	5,000.00	105.00	0.00	4,895.00	2.1
7050.100 Off Exp-Supplies	650.00	650.00	0.00	0.00	650.00	0.0
7050.200 Off Exp-Postage	800.00	800.00	0.00	0.00	800.00	0.0
7055.000 Safety Equipment	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
7062.000 Repair & Maintenance	45,000.00	45,000.00	260.06	0.00	44,739.94	0.6
7063.000 Fuel	6,500.00	6,500.00	973.30	0.00	5,526.70	15.0
7064.000 Materials/Supplies/Small Tools	8,000.00	8,000.00	2,280.95	438.06	5,719.05	28.5
7065.000 Vehicle Repair/Maintenance	5,000.00	5,000.00	182.88	0.00	4,817.12	3.7
7100.000 Lease/Rent Expense	1,775.00	1,775.00	538.08	146.75	1,236.92	30.3
7105.100 Util-Telephone	2,900.00	2,900.00	507.21	36.54	2,392.79	17.5
7105.200 Util-Electric	97,000.00	97,000.00	29,612.72	11,943.49	67,387.28	30.5
7105.300 Util-Waste	510.00	510.00	85.00	0.00	425.00	16.7
7501.000 Payroll Expense	122,411.98	122,411.98	24,077.04	9,039.55	98,334.94	19.7
7513.000 Payroll-TAXES	2,777.78	2,777.78	339.03	131.07	2,438.75	12.2
7514.000 Payroll-Benefits	35,047.81	35,047.81	10,899.50	2,270.50	24,148.31	31.1
7516.200 Pension Cost (CalPERS)	9,377.59	9,377.59	1,809.39	672.06	7,568.20	19.3
7516.500 CalPERS UAL Expense	12,909.91	12,909.91	14,814.30	0.00	-1,904.39	114.8
7518.000 Workers Comp	10,478.35	10,478.35	10,405.01	0.00	73.34	99.3
7550.000 Travel & Training	2,500.00	2,500.00	3,267.35	712.65	-767.35	130.7
7551.000 Meals	350.00	350.00	179.36	77.39	170.64	51.2
7555.000 Personal Protective Equip PPE	1,500.00	1,500.00	8.63	0.00	1,491.37	0.6
7556.000 Uniforms	1,200.00	1,200.00	468.52	0.00	731.48	39.0
Expenditures	590,890.86	590,890.86	184,520.47	38,470.89	406,370.39	31.2

For the Period: 7/1/2018 to 9/30/2018

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 25 - LSCSD Police Department						
Revenues						
4001.100 Assmt/Revenue-Residential	136,730.00	136,730.00	34,265.00	0.00	102,465.00	25.1
4001.200 Assmt/Revenue-Standby	284,020.00	284,020.00	141,515.00	0.00	142,505.00	49.8
4001.300 Assmt/Revenue-Commercial	3,410.00	3,410.00	1,705.00	0.00	1,705.00	50.0
4003.000 Late Payment Revenue	10,000.00	10,000.00	4,075.15	4,054.46	5,924.85	40.8
4056.000 Misc-Non Operating Income	3,200.00	3,200.00	45.00	0.00	3,155.00	1.4
5054.000 Animal Control Fees - Other	300.00	300.00	51.00	11.00	249.00	17.0
5055.000 Animal License Fee	4,800.00	4,800.00	420.00	90.00	4,380.00	8.8
5056.000 Warrant	1,500.00	1,500.00	312.45	241.01	1,187.55	20.8
5062.000 Event Donations	500.00	500.00	0.00	0.00	500.00	0.0
5081.000 Interest Earned-RSV	3,000.00	3,000.00	0.00	0.00	3,000.00	0.0
Revenues	447,460.00	447,460.00	182,388.60	4,396.47	265,071.40	40.8

For the Period: 7/1/2018 to 9/30/2018

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 25 - LSCSD Police Department						
Expenditures						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	46,602.78	46,602.78	16,122.29	3,155.42	30,480.49	34.6
7010.000 Capital Improvement	25,800.00	25,800.00	0.00	0.00	25,800.00	0.0
Less Reimbursement due from LAIF Savings	-25,800.00	-25,800.00	0.00	0.00	-25,800.00	0.0
7026.000 Contract Services	6,000.00	6,000.00	8,153.66	6,252.93	-2,153.66	135.9
7033.000 Licenses, Permits, Fees	4,000.00	4,000.00	2,399.00	20.00	1,601.00	60.0
7034.000 Dues & Subscriptions	3,000.00	3,000.00	2,799.24	2,309.00	200.76	93.3
7035.000 Advertising	100.00	100.00	0.00	0.00	100.00	0.0
7040.000 Insurance (Liability)	3,000.00	3,000.00	5,031.65	0.00	-2,031.65	167.7
7041.000 Legal	1,000.00	1,000.00	455.00	0.00	545.00	45.5
7050.100 Off Exp-Supplies	1,000.00	1,000.00	91.70	51.78	908.30	9.2
7050.200 Off Exp-Postage	400.00	400.00	13.99	0.00	386.01	3.5
7050.400 Off Exp-Maint	2,200.00	2,200.00	487.15	189.70	1,712.85	22.1
7062.000 Repair & Maintenance	1,300.00	1,300.00	0.00	0.00	1,300.00	0.0
7063.000 Fuel	8,000.00	8,000.00	2,332.15	0.00	5,667.85	29.2
7064.000 Materials/Supplies/Small Tools	4,000.00	4,000.00	807.74	23.67	3,192.26	20.2
7065.000 Vehicle Repair/Maintenance	6,500.00	6,500.00	7,893.88	447.36	-1,393.88	121.4
7105.000 Utilities - CSD	600.00	600.00	140.43	0.00	459.57	23.4
7105.100 Util-Telephone	4,500.00	4,500.00	775.51	170.72	3,724.49	17.2
7105.200 Util-Electric	2,860.00	2,860.00	620.77	251.37	2,239.23	21.7
7105.300 Util-Waste	480.00	480.00	80.00	0.00	400.00	16.7
7105.400 Utilities-Propane	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
7105.600 Utility - Internet	1,800.00	1,800.00	170.86	85.43	1,629.14	9.5
7204.000 Events	500.00	500.00	0.00	0.00	500.00	0.0
7501.000 Payroll Expense	231,242.70	231,242.70	57,804.00	18,588.91	173,438.70	25.0
7513.000 Payroll-TAXES	19,426.07	19,426.07	4,421.96	1,422.04	15,004.11	22.8
7514.000 Payroll-Benefits	54,772.20	54,772.20	17,388.00	4,347.00	37,384.20	31.7
7516.100 Pension Cost (EJ)	11,283.71	11,283.71	2,333.65	794.55	8,950.06	20.7
7518.000 Workers Comp	17,142.84	17,142.84	19,808.62	0.00	-2,665.78	115.6
7530.000 Payroll Reimbursement	1,200.00	1,200.00	200.30	0.00	999.70	16.7
7550.000 Travel & Training	5,000.00	5,000.00	156.94	-1,618.23	4,843.06	3.1
7551.000 Meals	1,500.00	1,500.00	433.97	4.75	1,066.03	28.9
7552.000 Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0.0
7556.000 Uniforms	2,500.00	2,500.00	450.31	0.00	2,049.69	18.0
Expenditures	446,210.30	446,210.30	151,372.77	36,496.40	294,837.53	33.9

For the Period: 7/1/2018 to 9/30/2018

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 26 - COPS Grant						
Revenues						
5075.000 Grant Income	100,000.00	100,000.00	0.00	0.00	100,000.00	0.0
Revenues	100,000.00	100,000.00	0.00	0.00	100,000.00	0.0
Expenditures						
7033.000 Licenses, Permits, Fees	450.00	450.00	12.00	4.00	438.00	2.7
7050.100 Off Exp-Supplies	300.00	300.00	0.00	0.00	300.00	0.0
7062.000 Repair & Maintenance	300.00	300.00	0.00	0.00	300.00	0.0
7063.000 Fuel	2,500.00	2,500.00	549.78	0.00	1,950.22	22.0
7064.000 Materials/Supplies/Small Tools	500.00	500.00	22.55	0.00	477.45	4.5
7065.000 Vehicle Repair/Maintenance	500.00	500.00	88.22	63.57	411.78	17.6
7105.100 Util-Telephone	650.00	650.00	71.21	42.88	578.79	11.0
7501.000 Payroll Expense	64,667.20	64,667.20	15,917.92	4,937.29	48,749.28	24.6
7513.000 Payroll-TAXES	5,381.04	5,381.04	1,217.71	377.70	4,163.33	22.6
7514.000 Payroll-Benefits	20,563.20	20,563.20	6,528.00	1,632.00	14,035.20	31.7
7516.100 Pension Cost (EJ)	2,675.71	2,675.71	477.21	176.43	2,198.50	17.8
7518.000 Workers Comp	5,561.38	5,561.38	5,496.69	0.00	64.69	98.8
7550.000 Travel & Training	4,000.00	4,000.00	507.89	0.00	3,492.11	12.7
7551.000 Meals	500.00	500.00	101.10	24.10	398.90	20.2
7552.000 Employee Physical Exams-Shots	300.00	300.00	0.00	0.00	300.00	0.0
7555.000 Personal Protective Equip PPE	500.00	500.00	0.00	0.00	500.00	0.0
7556.000 Uniforms	500.00	500.00	353.39	0.00	146.61	70.7
Expenditures	109,848.53	109,848.53	31,343.67	7,257.77	78,504.86	28.5

For the Period: 7/1/2018 to 9/30/2018

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 30 - LSCSD Fire Department						
Revenues						
Dept: 00						
4001.100 Assmt/Revenue-Residential	49,720.00	49,720.00	12,460.00	0.00	37,260.00	25.1
4001.200 Assmt/Revenue-Standby	64,525.00	64,525.00	32,162.50	0.00	32,362.50	49.8
4001.300 Assmt/Revenue-Commercial	1,060.00	1,060.00	530.00	0.00	530.00	50.0
4003.000 Late Payment Revenue	2,500.00	2,500.00	965.03	925.88	1,534.97	38.6
4076.000 Fire Suppression Expansion Fee	316.00	316.00	158.00	0.00	158.00	50.0
5056.000 Warrant	5,000.00	5,000.00	270.02	0.00	4,729.98	5.4
5062.000 Event Donations	5,000.00	5,000.00	5,075.00	0.00	-75.00	101.5
5075.000 Grant Income	0.00	0.00	6,100.00	0.00	-6,100.00	0.0
5081.000 Interest Earned-RSV	1,100.00	1,100.00	0.00	0.00	1,100.00	0.0
Dept: 45 Mutual Aid Strike Team						
4080.000 Strike Team Revenues	150,000.00	150,000.00	0.00	0.00	150,000.00	0.0
Revenues	279,221.00	279,221.00	57,720.55	925.88	221,500.45	20.7
Expenditures						
Dept: 01 General Admin						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	31,068.52	31,068.52	10,748.20	2,103.61	20,320.32	34.6
7026.000 Contract Services	2,000.00	2,000.00	1,984.68	1,065.00	15.32	99.2
7033.000 Licenses, Permits, Fees	450.00	450.00	12.00	4.00	438.00	2.7
7034.000 Dues & Subscriptions	925.00	925.00	127.24	0.00	797.76	13.8
7040.000 Insurance (Liability)	5,687.00	5,687.00	6,244.05	0.00	-557.05	109.8
7041.000 Legal	1,000.00	1,000.00	332.50	0.00	667.50	33.3
7050.100 Off Exp-Supplies	650.00	650.00	124.44	31.09	525.56	19.1
7050.200 Off Exp-Postage	100.00	100.00	6.67	0.00	93.33	6.7
7051.000 Public Safety Supplies	2,000.00	2,000.00	1,908.00	0.00	92.00	95.4
7051.100 Mandatory Safety Equipment	12,000.00	12,000.00	0.00	0.00	12,000.00	0.0
7062.000 Repair & Maintenance	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
7063.000 Fuel	5,000.00	5,000.00	1,456.51	0.00	3,543.49	29.1
7064.000 Materials/Supplies/Small Tools	2,500.00	2,500.00	331.32	0.00	2,168.68	13.3
7065.000 Vehicle Repair/Maintenance	20,000.00	20,000.00	3,889.72	2,577.50	16,110.28	19.4
7105.000 Utilities - CSD	850.00	850.00	173.43	0.00	676.57	20.4
7105.100 Util-Telephone	2,000.00	2,000.00	362.06	103.94	1,637.94	18.1
7105.200 Util-Electric	3,300.00	3,300.00	652.33	264.67	2,647.67	19.8
7105.300 Util-Waste	480.00	480.00	80.00	0.00	400.00	16.7
7105.400 Utilities-Propane	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
7105.600 Utility - Internet	300.00	300.00	42.72	21.36	257.28	14.2
7204.000 Events	500.00	500.00	0.00	0.00	500.00	0.0
7501.000 Payroll Expense	33,120.00	33,120.00	6,352.50	2,090.00	26,767.50	19.2
7513.000 Payroll-TAXES	2,824.46	2,824.46	504.75	159.89	2,319.71	17.9
7514.000 Payroll-Benefits	20,563.20	20,563.20	6,528.00	1,632.00	14,035.20	31.7
7518.000 Workers Comp	9,298.32	9,298.32	1,153.91	-1,153.50	8,144.41	12.4
7530.000 Payroll Reimbursement	500.00	500.00	152.74	0.00	347.26	30.5
7549.000 Vounteer FF Stipend	14,000.00	14,000.00	0.00	0.00	14,000.00	0.0
7550.000 Travel & Training	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
7551.000 Meals	1,500.00	1,500.00	144.58	0.00	1,355.42	9.6
7552.000 Employee Physical Exams-Shots	600.00	600.00	0.00	0.00	600.00	0.0
7556.000 Uniforms	1,000.00	1,000.00	1,556.13	0.00	-556.13	155.6
Dept: 45 Mutual Aid Strike Team						
7063.000 Fuel	1,200.00	1,200.00	0.00	0.00	1,200.00	0.0
7501.000 Payroll Expense	94,584.00	94,584.00	204,156.75	41,278.70	-109,572.75	215.8
7513.000 Payroll-TAXES	8,104.00	8,104.00	19,139.34	3,211.90	-11,035.34	236.2
7518.000 Workers Comp	8,134.22	8,134.22	16,075.92	1,153.50	-7,941.70	197.6
Expenditures	294,038.72	294,038.72	284,240.49	54,543.66	9,798.23	96.7

Grand Total Net Effect:	-60,418.76	-60,418.76	-260,742.43	-144,534.55	200,323.67
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Lake Shastina Community Services District

Updated for period ending 9/30/18

Variance Report - Explanations for line items over budget ***Fiscal Year 2018/2019****Original Budget Approved 6/20/2018**

* Expenses within 105% of budget not included in this report

Fund 10 - LSCSD General Fund

<u>Materials/Supplies/Small Tools</u>	YTD Budget	\$500.00
	YTD Spending	\$955.79

Explanation: Failure of server battery backup UPC required replacement due to age which exceeded anticipated expenditures.

<u>Insurance (Liability)</u>	YTD Budget	\$500.00
	YTD Spending	\$1,300.60

Explanation: Need to reclass \$668.53 to Medical Clinic Insurance expenses. This will bring expense closer to current budget. To be adjusted during quarterly budget review.

Fund 15 - LSCSD Sewer Fund

<u>Insurance (Liability)</u>	YTD Budget	\$13,261.00
	YTD Spending	\$13,980.13

Explanation: This was within 106% of budget and will be adjusted during quarterly budget review.

<u>CalPERS UAL Expense</u>	YTD Budget	\$14,913.18
	YTD Spending	\$16,705.50

Explanation: Payroll percentages for Sewer Department employee hours have been adjusted to match prior year amounts more closely when expense was paid. This will be adjusted during quarterly budget review.

<u>Travel and Training</u>	YTD Budget	\$2,500.00
	YTD Spending	\$3,105.16

Explanation: Additional management and grant writing classes that were needed and overdue for various staff as recommended by General Manager to complete. This will be adjusted during quarterly budget review.

Fund 20 - LSCSD Water Fund

<u>Insurance (Liability)</u>	YTD Budget	\$16,242.00
	YTD Spending	\$20,397.02

Explanation: Slight increase in Overhead Allocation (from 42% to 45%) of General Liability coverage which will be adjusted during quarterly budget review.

<u>CalPERS UAL Expense</u>	YTD Budget	\$12,909.91
	YTD Spending	\$14,814.30

Explanation: Payroll percentages for Water Department employee hours have been adjusted to match prior year amounts more closely when expense was paid. This will be adjusted during quarterly budget review.

<u>Travel and Training</u>	YTD Budget	\$2,500.00
	YTD Spending	\$3,267.35

Explanation: Additional management and grant writing classes that were needed and overdue for various staff as recommended by General Manager to complete. This will be adjusted during quarterly budget review.

Lake Shastina Community Services District

Updated for period ending 9/30/18

Variance Report - Explanations for line items over budget ***Fiscal Year 2018/2019****Original Budget Approved 6/20/2018**

* Expenses within 105% of budget not included in this report

Fund 25 - LSCSD Police Department

<u>Contract Services</u>	YTD Budget	\$6,000.00
	YTD Spending	\$8,153.66

Explanation: New IT contract for upgrade of server(s) to the cloud and ongoing monthly IT services.
This will be adjusted during quarterly budget review.

<u>Insurance (Liability)</u>	YTD Budget	\$3,000.00
	YTD Spending	\$5,031.65

Explanation: Slight increase in Overhead Allocation (from 8% to 12%) of General Liability coverage
which will be adjusted during quarterly budget review.

<u>Vehicle Repair/Maintenance</u>	YTD Budget	\$6,500.00
	YTD Spending	\$7,893.88

Explanation: Need to reclass \$6500 to Capital Improvement expenses for purchase of used vehicle for
the Department. This will bring expenses to 21.4% of budget.

<u>Workers Comp</u>	YTD Budget	\$17,142.84
	YTD Spending	\$19,808.62

Explanation: Slight increase in costs upon completion of payroll budget for the department. This will
be adjusted during quarterly budget review.

Fund 30 - LSCSD Fire Department

<u>Insurance (Liability)</u>	YTD Budget	\$5,687.00
	YTD Spending	\$6,244.05

Explanation: Slight increase due to additional and newer vehicles. Some sold vehicles may then adjust
this back down. This will be adjusted during quarterly budget review.

<u>Uniforms</u>	YTD Budget	\$1,000.00
	YTD Spending	\$1,556.13

Explanation: These are higher due to personal protection gear (boots, etc.) Need to add new GL to
post these items going forward. This will be adjusted during quarterly budget review.

Dept. 45 Mutual Aid Strike Team

<u>Payroll Expenses</u>	YTD Budget	\$94,584.00
	YTD Spending	\$204,156.75

Explanation: Firefighters on mutual aid fires will be reimbursed by the State and will reflect as increase
in Revenues. This will be adjusted during quarterly budget review.

<u>Payroll Taxes</u>	YTD Budget	\$8,104.00
	YTD Spending	\$19,139.34

Explanation: Firefighters on mutual aid fires will be reimbursed by the State and will reflect as increase
in Revenues. This will be adjusted during quarterly budget review.

<u>Workers Comp</u>	YTD Budget	\$8,134.22
	YTD Spending	\$16,075.92

Explanation: Firefighters on mutual aid fires will be reimbursed by the State and will reflect as increase
in Revenues. This will be adjusted during quarterly budget review.

Lake Shastina Community Services District

Quarterly

Accounts Receivable Analysis 2018/2019 YTD

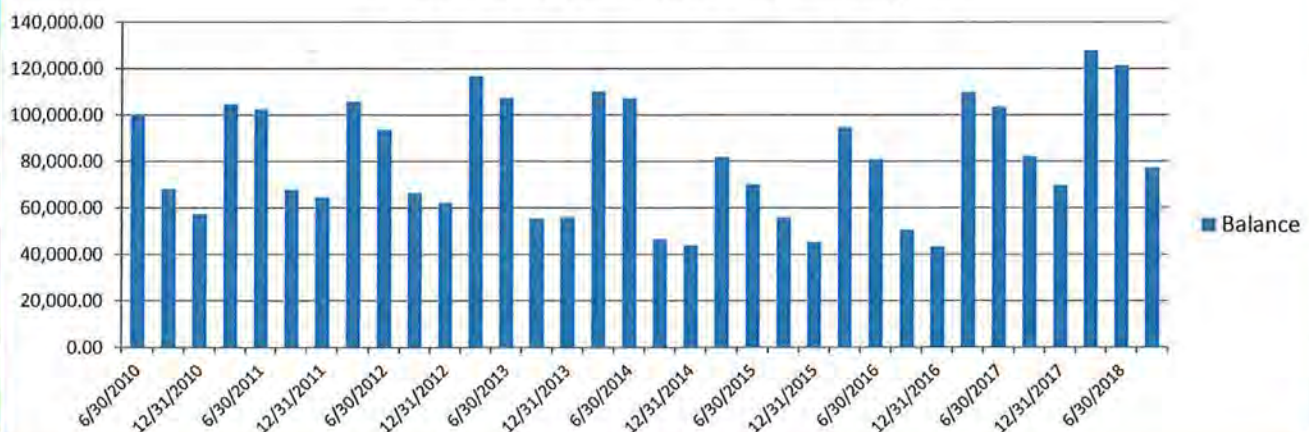
June 30, 2010 to September 30, 2018

Date	<30 Days	30-60 Days	60-90 Days	>90 Days	Balance	Balance of Tax Rolls Receivable	Total Tax Rolls & A/R
6/30/2010	3,818.24	572.82	444.31	95,336.02	100,171.39		
9/30/2010	7,627.17	589.19	172.63	59,775.28	68,164.27	122,414.84	190,579.11
12/31/2010	2,511.51	1,166.60	243.00	53,366.06	57,287.17		
3/31/2011	1,451.65	8,707.07	49,643.23	44,717.88	104,519.83		
6/30/2011	3,742.66	2,543.75	155.42	95,950.10	102,391.93		
9/30/2011	8717.23	164.48	128.73	58,775.90	67,786.34	175,202.41	242,988.75
12/31/2011	1,544.52	3,041.72	333.00	59,626.85	64,546.09		
3/31/2012	7,516.60	1,118.76	62.89	97,012.76	105,711.01		
6/30/2012	2,148.52	321.90	160.10	90,977.93	93,608.45		
9/30/2012	7,203.09	288.50	16.50	58,859.23	66,367.32	196,649.49	263,016.81
12/31/2012	2,236.28	148.34	111.26	59,728.50	62,224.38		
3/31/2013	8,240.48	282.06	53,663.99	54,515.14	116,701.67		
6/30/2013	3,047.85	56.00	521.55	103,570.95	107,196.35		
9/30/2013	6,493.34	20.00	31.50	48,871.39	55,416.23	248,515.30	303,931.53
12/31/2013	2,653.17	92.58	33.30	53,340.80	56,119.85		
3/31/2014	8,360.90	65.99	52,413.07	49,243.31	110,083.27		
6/30/2014	3,156.77	30.00	317.76	103,631.03	107,135.56		
9/30/2014	5,475.68	1,131.57	0.77	39,772.05	46,380.07	245,334.21	291,714.28
12/31/2014	854.19	1,010.20	50.00	41,956.34	43,870.73		
3/31/2015	6,457.83	841.30	40,425.31	34,158.64	81,883.08		
6/30/2015	2,036.06	50.00	632.03	67,320.96	70,039.05		
9/30/2015	7,481.65	15.00	163.00	48,095.75	55,755.40	249,946.12	305,701.52
12/31/2015	928.60	1,504.10	429.37	42,257.93	45,120.00		
3/31/2016	419.41	7,981.59	103.78	86,213.68	94,718.46		
6/30/2016	2,371.53	67.41	237.21	78,228.48	80,904.63		
9/30/2016	7,400.59	183.89	31.09	42,908.53	50,524.10	302,614.41	353,138.51
12/31/2016	1,054.74	729.49	0.00	41,547.90	43,332.13		
3/31/2017	9,490.48	470.19	64,303.28	35,641.63	109,905.58		
6/30/2017	2,705.90	206.46	59.94	100,580.03	103,552.33		
9/30/2017	9,927.46	731.59	335.68	71,124.61	82,119.34	343,676.42	425,795.76
12/31/2017	245.76	2,007.73	240.05	67,129.23	69,622.77		
3/31/2018	665.99	9,083.79	65,631.73	52,348.93	127,730.44		
6/30/2018	3,005.61	216.94	1,998.22	116,055.47	121,276.24		
9/30/2018	9,562.53	925.75	321.90	66,249.63	77,059.81	385,577.80	462,637.61

Note: 1) This report does not consider accounts that have been prepaid. 2) Police, Fire, Sewer and Water have been combined.

Analysis: Past Due / Outstanding accounts have decreased 6.16% since the same period last year 9/30/17.
(This does not include past due assessments sent to tax rolls)

Lake Shastina Community Services District Accounts Receivable Analysis





Lake Shastina Fire Department

Item 2

16309 Everhart Drive
Weed CA 96094

For the Month of September Lake Shastina Fire Department responded to a total of 26 calls. These calls included:

- 16 Medical Aids (1 CPR in progress)
- 4 Wildland Fires
- 1 Illegal burning in the district
- 1 Traffic Collision
- 2 Public Assists
- 1 smoke check
- 1 Structure Fires

Notable calls for the Month of December:

On September 2nd LSFD was dispatched to 2 medical aids in a 2-hour period. Both medical aids came across as unresponsive patients who are not breathing. One was a possible 11-44 (deceased patient) and the other was CPR in progress. Unfortunately, both patients did not survive.

On September 6th LSFD was dispatched to a 65-year-old female with a possible broken leg. Upon arrival LSFD Firefighters and EMT's noticed a lady on the ground with a leg that was fractured in multiple places. The patient's leg was splinted and stabilized. She was then transported to Mercy Mount Shasta.

On September 24th LSFD was dispatched to a 53-year-old male who was stuck under a TV. Upon arrival LSFD Firefighter sleepers found a male lying on the ground with multiple broken ribs. The patient had tripped knocking a TV down on top of his chest. The patient was stabilized and transported for treatment

LSFD News:

Hazardous fuel inspections have begun for the new ordinance. In the first week over 20 unimproved lots were inspected with 18 warnings given for violations. The property owners have 30 days to get their property in compliance.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: October 17, 2018

FROM: Mike Wilson, Police Chief / General Manager

SUBJECT: Police Monthly Board Report

POLICE ACTIVITY:

CRIMINAL CALLS:

DISTURBANCE – 5	SUSPICIOUS CIRC – 11	SUSPICIOUS VEHICLE – 2
SUSPICIOUS PERSON – 2	PUBLIC NUISANCE – 1	ILLEGAL DUMPING – 1
DOMESTIC DISTURB – 2	SCAR ABUSE – 1	TRESPASS – 1
TELEPHONE SCAM – 1	RESTRAIN ORDER VIOL – 1	LOUD NOISE – 2
WARRANT ARREST O.S. MIS – 2	WARRANT REQ FEL – 1	FRESH ARREST MIS – 3

ASSIST OTHER AGENCIES:

SCSO – 5	CHP – 2	WEED PD – 1
SCDA – 1	APS – 1	PW – 5
LSPOA – 1	COUNTY ROADS – 1	

NON-CRIMIAL CALLS:

DECEASED PERSON – 2	ASSIST CITIZEN – 4	LOST PROPERTY – 1
PATROL CHECK – 42	MEDICAL AID – 5	INFO TO CITIZEN – 17
HOUSE WATCH – 8	CASE FU – 19	WELFARE CHECK – 4
PROPERTY RETURN – 1	CIVIL ISSUE – 1	CIVIL STAND BY – 3
MISSING PERSON – 1	DEATH NOTIFICATION – 1	FIRE – 1
ALARM – 1	SEARCH WARRANT – 1	OTHER – 5

TRAFFIC RELATED:

TRAFFIC WARNINGS – 17	TRAFFIC CITATIONS – 5	TRAFFIC COMPLAINT – 4
PARKING CITE – 0	PARKING PROB – 1	TRAFFIC CONTROL – 2
ROAD HAZARD – 3	STORED VEHICLE – 1	BUS PATROL – 2
DISABLED VEH – 1	REPORTED DUI – 2	RADAR ENFORCE – 14

ANIMAL RELATED:

DOGS AT LARGE – 9	BARKING DOG – 5	FOUND DOG – 3
DEAD ANIMAL – 1	LOST DOG – 1	LOST CAT – 1
DOG CITE – 1	DOG MISC – 5	WILDLIFE – 2

ARRESTS:

09/01/2018 – Gerardo Morin was arrested for Misdemeanor warrant from Sonoma County.

On 9/2/2018 – George E McKinney was arrested for Misdemeanor charges of under the influence of / public intoxication.

On 9/9/2018 – Cases were filed from a previous search warrant case for Christopher Skeen for charges including felon in possession of firearms and numerous drug and weapon violations.

On 9/13/2018 – Frank Yates was cited for Misdemeanor Domestic Battery.

On 9/13/2018 – Tara Bible was cited from Misdemeanor Domestic Battery.

On 9/20/2018 – Naomi Vogelsang was cited on a misdemeanor warrant from Sonoma County.

Lake Shastina Sewer Department

To: Lake Shastina CSD Board
From: Robert Moser, Public Works Supervisor
Meeting Date: October 17, 2018
Subject: Board Report – September 2018 (Sewer)

The Lake Shastina Public Works Department (PW) conducted approximately 240 station checks and daily sewer pond readings and reporting for the month.

We had the sludge from the headworks that we removed last year hauled to the landfill in Oregon.

Had a sewer blockage at a residence house in the 8's. The cause is still under investigation.

The service truck is done, outfitted and in use.

Lake Shastina Water Department

To: Lake Shastina CSD Board
From: Robert Moser, Public Works Supervisor
Meeting Date: October 17, 2018
Subject: Board Report – September 2018 (Water)

The Lake Shastina Public Works Department (PW) conducted approximately 40 booster station checks and 40 well checks for the month, along with our monthly testing of the system.

We conducted meter reads for the entire District this last month.

Continue to work on the SCADA system. Visual overview on the system and how it works.

COMMITTEE REPORTS:

6. APPROVED COMMITTEE MINUTES / REPORTS / VERBAL UPDATES, if applicable.
(Pres. Cupp may make committee appointments/changes as necessary.)

- A. Budget / Finance Committee
- B. Fire Department Advisory Committee
- C. Police Department Advisory Committee
- D. Policy Committee
- E. Sewer and Water Systems Oversight Committee

There are no written reports for this item due to no action taken since the September 19, 2018 meeting.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: October 17, 2018

FROM: Mike Wilson, General Manager 

SUBJECT: LSCSD Wastewater Improvement Project CEQA Documentation and Board Resolution

BACKGROUND:

Lake Shastina CSD received a Wastewater System Improvement Planning Grant No. C-06-8303-110 Planning Grant Agreement No. D16-040428 which in part provided for completion of CEQA (**California Environmental Quality Act**) documentation completed by SHN Engineers and Geologists Inc.

Documentation included: IS/MND (Final Initial Study and Mitigated Negative Declaration). The Final IS/MND-this is the final document that essentially states we have prepared the Draft Document. The document went out for public and agency review and we had no comments and have not had to make any changes. It also includes the MMRP, which is a process checklist for mitigation measures.

This document concludes the public and agency review process, but changes can still be made if the Board wants them made or if someone at the Public Hearing brings up an issue that the Board wants addressed.

A couple of items to consider:

If there are minor changes, or clarifications/additions that the Board wants, we can include those in the resolution. Any modification that does not change the overall decisions and impact assessment of the IS/MND can be handled this way. A bit cumbersome, but we can make the notations at the Board hearing and add to the resolution prior to being signed by the Board Clerk/Manager.

If the additions change an item, say changes from Less Than Significant Impact to Less Than Significant with Mitigation, for example, then we would likely have to re-circulate the IS/MND for another 30 days and see if there are any comments to those changes.

The other document is a draft Resolution. We need a resolution to approve both the IS/MND and the MMRP, as the resolution is the avenue that makes the decision. The resolution also is used to prepare the Notice of Determination (NOD) that gets filed with the State Clearinghouse and the County Clerk-where the District will pay CEQA filing fees

RECOMMENDATION:

Approve the attached resolution. We need a resolution to approve both the IS/MND and the MMRP, as the resolution is the avenue that makes the decision. The resolution also is used to prepare the Notice of Determination (NOD) that gets filed with the State Clearinghouse and the County Clerk-where the District will pay CEQA filing fees

ATTACHMENTS:

Final IS/MND

Resolution

NOD – SCH

NOD – County

Final Initial Study and Mitigated Negative Declaration

Lake Shastina Community Services District Wastewater Improvement Project

SCH #2018082022

1.0 Introduction

This Final Initial Study/Mitigated Negative Declaration (IS/MND) consists of the public and agency comments received during the public review period for the proposed project, the responses to those comments, changes or modifications to the IS/MND that were made to update information, correct errors or otherwise provide current information, and to provide the Mitigation, Monitoring and Reporting Program (MMRP) for the proposed project. The purpose of the development of the IS/MND is to act as an informational document that provides disclosure to the Lead Agency-Lake Shastina Community Services District (District), the public and other agencies about the environmental consequences of approving and implementing the proposed project for improvements to the District's wastewater facility.

The Lake Shastina Community Services District (District) developed an IS/MND as part of the development of the proposed improvements to the District's existing wastewater treatment facility and related sewer piping and lift stations under a Proposition 1 Planning Grant from the State Water Resources Control Board (Project No. C-06-8303-110; Agreement No. D16-04028), and circulated the document for public and agency review through the preparation of a Notice of Completion & Environmental Document Transmittal to the State Clearinghouse. The comment period ran from August 9, 2018 until September 7, 2018. A separate Notice of Availability of the IS/MND was made available to the Lake Shastina community by the District during the same time period.

2.0 Response to Comments

Provided in this Final IS/MND are specific revisions to the IS/MND (Section 3.0) that are a result of comments received during the comment period as well as comments received to the IS/MND and the responses to those comments by the District.

As a result of the public outreach, there were no comments provided to the IS/MND by the public, state, local or federal agencies or Tribal governments. Therefore, the Final IS/MND reflects minor text changes

that were made at the discretion of the District to correct minor errors of editing. Those changes do not alter the conclusions of the IS/MND and are not provided in this document as they are minor and infrequent.

In conformance with CEQA Guidelines Section 15121, the Final IS/MND, Draft IS/MND, and Mitigation Monitoring and Reporting Program together are intended to serve as documents that will generally inform the decision-makers and the public of the environmental effects of the Proposed Project.

3.0 Changes to the Draft IS/MND

This section is provided as a summary of minor edits/corrections, or revisions made to the IS/MND by the District, IS/MND development team, reviewing agencies and/or the public during the public review and comment period. Revisions that are identified in this section do not result in new significant environmental impacts, are not significant new information, nor do they alter the conclusions of the environmental analysis. Grammatical changes in punctuation, spelling and other minor changes are not shown as changed text.

The District did not receive any public, agency or Tribal comments in response to the IS/MND during the document review period, therefore there are no edits/corrections or revisions made to the IS/MND. A copy of the Governor's Office of Planning and Research, State Clearinghouse comment response letter was received by the District on September 13, 2018 and is provided to show that no comments were received on this project. Additionally, no comments were received by the District separately from the notice provided by the State Clearinghouse.

4.0 Mitigation Monitoring and Reporting Program

The MMRP has been developed to identify those mitigation measures that reduce potentially significant impacts to a less than significant level. Implementation of the MMRP will occur during development of the project as outlined in the various sections of the MMRP for the resources. For this project, only Cultural Resources mitigations have been identified as required to reduce potential impacts to a less than significant level.

Mitigation Monitoring and Reporting Program							
Lake Shastina CSD Wastewater Improvement Project							
Mitigation Measure	Implementation Phase	Monitoring Phase	Enforcement Agency	Level of Significance After Mitigation	Verification Compliance		
					Initials	Date	Remarks
Cultural Resources							
CR-1: Inadvertent Discovery							
1. If cultural resources, such as chipped or ground stone, or bone are discovered during ground-disturbance activities, A: Work shall be stopped within 20 meters (66 feet) of the discovery, as required by the California Environmental Quality Act (CEQA; January 1999 Revised Guidelines, Title 14 California Code of Regulations [CCR] 15064.5 (f)). B: Work near the archaeological finds shall not resume until a professional archaeologist, who meets the Secretary of the Interior's Standards and Guidelines, has evaluated the material and offered recommendations for further action.	During ground disturbing activities	Grading and Construction	Lake Shastina CSD	Less Than Significant			
2. Ground disturbing activities may continue after District implements archaeological recommendations provided by the qualified archaeologist.	During ground disturbing activities	Grading and Construction	Lake Shastina CSD				
CR-1: Human Remains							
1. Should human remains be found, all work will stop and the County Coroner shall be notified. (Public Resources Code, Section 7050.5)	During excavation activities	Building excavation activities	Lake Shastina CSD/ Siskiyou County Coroner	Less Than Significant			
2. County Coroner will investigate remains and determine if remains are of Native American origin and will consult with the Native American Heritage Commission (NAHC) and approved Tribal representatives as required by law. (Public Resources Code, Section 5097).	During excavation activities	Building excavation activities	Siskiyou County Coroner				
3. If remains are of Native American origin, coordination with the NAHC will be undertaken as required by law. (Public Resources Code, Section 5097.98).	During excavation activities	Building excavation activities	Siskiyou County Coroner/ Native American Heritage Commission				
4. Work shall resume after clearance is provided by the Siskiyou County Coroner.	During excavation activities	Building excavation activities	Siskiyou County Coroner				

Response to Comments on the Draft IS/MND

1



EDMUND G. BROWN JR.
GOVERNOR

STATE OF CALIFORNIA
GOVERNOR'S OFFICE *of* PLANNING AND RESEARCH



KEN ALEX
DIRECTOR

September 10, 2018

RECEIVED
SEP 13 2018

Michael Wilson
Lake Shastina Community Services District
16320 Everhart Drive
Weed, CA 90694

BY:

Subject: Lake Shastina Community Services District Wastewater Improvement Project
SCH#: 2018082022

Dear Michael Wilson:

The State Clearinghouse submitted the above named Mitigated Negative Declaration to selected state agencies for review. The review period closed on September 7, 2018, and no state agencies submitted comments by that date. This letter acknowledges that you have complied with the State Clearinghouse review requirements for draft environmental documents, pursuant to the California Environmental Quality Act.

Please call the State Clearinghouse at (916) 445-0613 if you have any questions regarding the environmental review process. If you have a question about the above-named project, please refer to the ten-digit State Clearinghouse number when contacting this office.

Sincerely,

Scott Morgan
Director, State Clearinghouse

**Document Details Report
State Clearinghouse Data Base**

SCH# 2018082022
Project Title Lake Shastina Community Services District Wastewater Improvement Project
Lead Agency Lake Shastina Community Services District

Type MND Mitigated Negative Declaration
Description Existing wastewater treatment facility upgrades to modernize equipment and processes, including sewer pipelines and lift station electrical and operational upgrades.

Lead Agency Contact

Name Michael Wilson
Agency Lake Shastina Community Services District
Phone 530 938-3281 **Fax**
email
Address 16320 Everhart Drive
City Weed **State** CA **Zip** 90694

Project Location

County Siskiyou
City
Region
Lat / Long 41° 33' 21.5" N / 122° 22' 35.3" W
Cross Streets Big Springs Rd
Parcel No. 020-040-140
Township 43N **Range** 5W **Section** 24 **Base** MDM

Proximity to:

Highways

Airports

Railways

Waterways Shasta River, Lake Shastina

Schools

Land Use current land use is for public facility; Z: Non-prime ag; single-fam res; OS

Project Issues Aesthetic/Visual; Agricultural Land; Air Quality; Archaeologic-Historic; Biological Resources; Drainage/Absorption; Flood Plain/Flooding; Forest Land/Fire Hazard; Geologic/Seismic; Landuse; Minerals; Noise; Population/Housing Balance; Public Services; Recreation/Parks; Schools/Universities; Soil Erosion/Compaction/Grading; Solid Waste; Toxic/Hazardous; Traffic/Circulation; Vegetation; Water Quality; Water Supply; Wetland/Riparian; Other Issues

Reviewing Agencies Resources Agency; Department of Conservation; Department of Fish and Wildlife, Region 1; California Highway Patrol; Caltrans, District 2; Regional Water Quality Control Board, Region 1; Department of Toxic Substances Control; Resources, Recycling and Recovery; State Water Resources Control Board, Division of Drinking Water, District 1; California Department of Justice, Attorney General's Office; Office of Historic Preservation; Department of Parks and Recreation; Department of Water Resources

Date Received 08/09/2018 **Start of Review** 08/09/2018 **End of Review** 09/07/2018



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

DRAFT

RESOLUTION No. 6-18

RESOLUTION OF THE BOARD OF DIRECTORS LAKE SHASTINA COMMUNITY SERVICES DISTRICT, CALIFORNIA

Lake Shastina Wastewater Improvement Project

State Water Resources Control Board Project No. C-06-8303-110

State Clearinghouse No. 2018082022

The Lake Shastina Community Services District Board of Directors makes the required findings for certifying compliance with the California Environmental Quality Act and adopts the Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program for the Project.

WHEREAS, The Lake Shastina Community Services District has developed the Lake Shastina Community Services District Wastewater Improvement Project under a Proposition 1 Planning Grant from the State Water Resources Control Board (SWRCB Project No. C-06-8303-110), which will upgrade and redesign the District's existing wastewater treatment facility to allow for continued compliance with State water quality goals and provide modern and updated treatment, makes improvements to existing wastewater pipelines and upgrades selected wastewater lift stations; and,

WHEREAS, the Project is subject to environmental review pursuant to the California Environmental Quality Act (CEQA). A proposed Mitigated Negative Declaration has been prepared with respect to said project and notice has been sent to the State Clearinghouse, responsible and trustee agencies, and posted for public review for a period of 30 days as required by the State CEQA Guidelines; and,

WHEREAS, a public hearing was held on the matter before the Lake Shastina Community Services District Board of Directors on October 17, 2018; and,

NOW, THEREFORE, be it resolved by the Board of Directors of the Lake Shastina Community Services District that:

1. The Board of Directors finds on the basis of the Final Initial Study/Mitigated Negative Declaration, and the Mitigation Monitoring and Reporting Program in Attachment 1 of the Final Initial Study/Mitigated Negative Declaration, that the proposed project has potential significant effects on the environment, which, with the inclusion of specific mitigation measures, will be rendered less than significant; and,
2. That the Mitigated Negative Declaration reflects the Board of Directors independent judgment and analysis; and,
3. The Board of Directors adopts the Final Initial Study/Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program in Attachment 1 as required by Section 15074(b) and 15074(d) of the State CEQA Guidelines.

INTRODUCED, PASSED, AND ADOPTED this 17th day of October 2018, by the following vote:

AYES:	Directors: _____
NAYS:	Directors: _____
ABSENT:	Directors: _____
ABSTAIN:	Directors: _____
DECISION:	Motion Carries

Carol Cupp, President
Lake Shastina Community Services District
Board of Directors

ATTEST:

Mike Wilson, Secretary
Lake Shastina Community Services District

DRAFT**Notice of Determination****Appendix D****To:**

☒ Office of Planning and Research
 U.S. Mail: _____ Street Address: _____
 P.O. Box 3044 1400 Tenth St., Rm 113
 Sacramento, CA 95812-3044 Sacramento, CA 95814

☐ County Clerk

County of: _____
 Address: _____

From:

Public Agency: Lake Shastina CSD
 Address: 16320 Everhart Drive
 Weed, CA 96094
 Contact: Michael Wilson, General Manager
 Phone: 530-938-3281

Lead Agency (if different from above): _____

Address: _____

Contact: _____

Phone: _____

SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

State Clearinghouse Number (if submitted to State Clearinghouse): 2018082022

Project Title: Lake Shastina Community Services District Wastewater Improvement Project

Project Applicant: Lake Shastina Community Services District

Project Location (include county): Lake Shastina, Siskiyou County

Project Description:

Existing wastewater treatment facility upgrades to modernize equipment and processes, including sewer pipelines and lift station electrical and operational upgrades

This is to advise that the Lake Shastina Community Services District Board of Directors has approved the above
 (☒ Lead Agency or ☐ Responsible Agency)

described project on October 17, 2018 and has made the following determinations regarding the above
 (date)
 described project.

1. The project [☐ will ☒ will not] have a significant effect on the environment.
2. ☐ An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.
☒ A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [☒ were ☐ were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [☒ was ☐ was not] adopted for this project.
5. A statement of Overriding Considerations [☐ was ☒ was not] adopted for this project.
6. Findings [☒ were ☐ were not] made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval, or the negative Declaration, is available to the General Public at:

Lake Shastina Community Services District Offices, 16320 Everhart Drive, Weed, CA 96094

Signature (Public Agency): _____ Title: General Manager

Date: _____ Date Received for filing at OPR: _____

DRAFT**Notice of Determination****Appendix D****To:**

☐ Office of Planning and Research
 U.S. Mail: _____ Street Address: _____
 P.O. Box 3044 1400 Tenth St., Rm 113
 Sacramento, CA 95812-3044 Sacramento, CA 95814

☒ County Clerk
 County of: Siskiyou
 Address: 510 N. Main Street
 Yreka, CA 96097

From:

Public Agency: Lake Shastina CSD
 Address: 16320 Everhart Drive
 Weed, CA 96094
 Contact: Michael Wilson, General Manager
 Phone: 530-938-3281

Lead Agency (if different from above): _____

Address: _____

Contact: _____

Phone: _____

SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

State Clearinghouse Number (if submitted to State Clearinghouse): 2018082022

Project Title: Lake Shastina Community Services District Wastewater Improvement Project

Project Applicant: Lake Shastina Community Services District

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described project on October 17, 2018 and has made the following determinations regarding the above
 (date)
 described project.

1. The project [☐ will ☒ will not] have a significant effect on the environment.
2. ☐ An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.
☒ A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [☒ were ☐ were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [☒ was ☐ was not] adopted for this project.
5. A statement of Overriding Considerations [☐ was ☒ was not] adopted for this project.
6. Findings [☒ were ☐ were not] made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval, or the negative Declaration, is available to the General Public at:

Lake Shastina Community Services District Offices, 16320 Everhart Drive, Weed, CA 96094

Signature (Public Agency): _____ Title: General Manager

Date: _____ Date Received for filing at OPR: _____



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: October 17, 2018

FROM: Mike Wilson, General Manager *MW*

SUBJECT: Review of Technical Memorandum and Consideration of proposals for drilling of new water Well Site 10.

BACKGROUND:

On August 13, 2018 the Lake Shastina CSD received a technical memorandum from Robert Hess, a Certified Professional Geologist regarding Well Site 10. The attached Technical Memorandum provides information on the studies conducted and conclusions and recommendations as it relates to Well Site 10.

Upon review of this document, I directed staff to prepare an RFP for well drilling at Well Site 10. The RFP for well drilling required proposals be delivered to our office by October 10, 2018 at 3pm. Part of the RFP indicated electronic copies would not be accepted.

On October 10, 2018 at 3pm, the District had two valid proposals for the project and one non-valid proposal received via e-mail.

RESULTS:

Valid Proposals received:

Nor-Cal Pump and Well Drilling Inc. Yuba City, CA	\$419,694.00
Well Industries Inc. Chico, CA	\$142,155.00

RECOMMENDATION:

By Motion authorize the GM and Staff to negotiate with Well Industries Inc. to accept their proposal at a final cost less than the proposed \$142,155. Proposed rate to provide the lowest costs possible to the District for the drilling of Well 10.

ATTACHMENTS:

- Proposal Cost Sheets for Nor-Cal Pump and Well Drilling Inc. and Well Industries Inc.
- SHN Technical Memorandum dated August 13, 2018

Exhibit B

PROJECT FEE PROPOSAL

Cost Sheet, Well 10

	Unit Cost	Estimated Units	Total Cost
Move In/Move Out <i>INCLUDES CONDUCTOR</i>	\$	Lump Sum	\$ 50,000 ⁰⁰
Drilling (14-inch diameter well) up to 230 feet <i>4E-104</i>	\$ 200 per foot	230 feet	\$ 46,000 ⁰⁰
Casing—furnished & installed (includes 10 feet of blank casing below screen for sump)	\$ 55 per foot	95 feet	\$ 5,225 ⁰⁰
Screen/Slotted Casing—furnished & installed	\$ 72 per foot	140 feet	10,080 ⁰⁰
Casing and Screen/Slotted Casing Centralizers—furnished & installed	\$ 50 each	4	\$ 200 ⁰⁰
Sanitary Seal—furnished & installed	\$	Lump Sum	\$ 3250 ⁰⁰
Filter Pack—furnished & installed	\$	Lump Sum	\$ 3500 ⁰⁰
Vented Well Seal—furnished & installed	\$	Lump Sum	\$ 1000 ⁰⁰
Well Disinfection	\$	Lump Sum	\$ 1000 ⁰⁰
Test Pumping <i>INCLUDES TEST PUMP IN FOOT</i>	\$ 475 per hour	24 hours	\$ 11,400 ⁰⁰
Standby Time	\$ 250 per hour	10 hours	\$ 2500 ⁰⁰
Well Development	\$ 400 per hour	8 hours	\$ 3200 ⁰⁰
New Well Abandonment—Grout Fill	\$ 100 per foot	10 feet	\$ 1000 ⁰⁰
New Well Abandonment—Balance of Fill	\$ 20 per foot	190 feet	\$ 3800 ⁰⁰
Total Cost Well			\$ 142,155 ⁰⁰

NOTE: ALL CUTTING & DRILL MUD TO REMAIN ON SITE

Page 15 of 16

LSCSD RFP – Well 10
September 12, 2018WELL INDUSTRIES INC.
10-10-2018
Robert D. Greenery



Nor-Cal Pump & Well Drilling, Inc
 Main Office
 1325 Barry Road
 Yuba City, CA 95993
 530-674-5861 Office
www.norcalpump.com

Exhibit B

Cost Sheet, Well 1

	Unit Cost	Estimated Units	Total Cost
Move In/Move Out	\$ 98,913	Lump Sum	\$ 98,913
Drilling (14-inch diameter well) up to 230 feet	\$ 930 per foot	230 feet	\$ 213,900
Casing—furnished & installed (includes 10 feet of blank casing below screen for sump)	\$ 198 per foot	95 feet	\$ 18,810
Screen/Slotted Casing—furnished & installed	\$ 258 per foot	140 feet	36,120
Casing and Screen/Slotted Casing Centralizers—furnished & installed	\$ 150 each	4	\$ 600
Sanitary Seal—furnished & installed	\$ 7,820	Lump Sum	\$ 7,820
Filter Pack—furnished & installed	\$ 80	Lump Sum	\$ 18,400
Vented Well Seal—furnished & installed	\$ 796	Lump Sum	\$ 796
Well Disinfection	\$ 1,395	Lump Sum	\$ 1,395
Test Pumping	\$ 295 per hour	24 hours	\$ 7,080
Standby Time	\$ 350 per hour	10 hours	\$ 3,500
Well Development	\$ 295 per hour	8 hours	\$ 2,360
New Well Abandonment—Grout Fill	\$ 50 per foot	10 feet	\$ 500
New Well Abandonment—Balance of Fill	\$ 50 per foot	190 feet	\$ 9,500
Total Cost Well			\$ 419,694

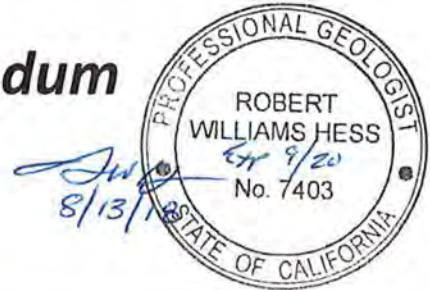


350 Hartnell Ave., Suite B, Redding, CA 96002-1875 530-221-5424

Civil Engineering, Environmental Services, Geosciences, Planning & Permitting, Surveying

Technical Memorandum

Reference: 518022
Date: August 13, 2018
To: Lake Shastina Community Services District
From: Robert Hess, PG, SHN Engineers & Geologists
Subject: Review of Water Well Location



SHN completed a limited review of available published literature and documents provided by Lake Shastina Community Services District (LSCSD), attended a site meeting, and performed a site reconnaissance near the proposed location of a new water supply well (Well No. 10) with representatives from LSCSD.

Published Literature Review

SHN reviewed two documents as part of the literature review: United States Geologic Survey (USGS) Water Supply Paper 1484 (USGS, 1960) and the California Department of Water Resources Bulletin 118 (DWR, 2016). Pertinent information related to Shasta Valley is summarized below.

Site Location:

The subject site (location of Test Well 10) is located in the southern portion of Shasta Valley, in the central portion of Siskiyou County. Shasta Valley lies between the Klamath Mountains on the west and the Cascade Range of the east. The northern boundary of Shasta Valley is approximately at the latitude of Black and Bogus Mountains with the southern boundary near the town of Weed.

Basin Boundaries

The non-adjudicated Shasta Valley groundwater basin, as described by the USGS in 1960, extends approximately from just south of Black and Bogus Mountains in the north, to Edgewood in the south. The approximate western and eastern limits extend from just east of Yreka to east of Montague (USGS, 1960).

The adjudicated Shasta Valley groundwater basin (basin 1-004), as recognized by the State Water Resources Control Board, is located in the North Coast Hydrologic Region. The subject site is not located within the limits of this defined groundwater basin. A proposal to expand the limits of the Shasta Valley groundwater basin, which would include the subject site, has been in the works for the past few years. The proposed addition to the basin limits would create a groundwater basin boundary that would be essentially synonymous with the 1960 USGS Water Supply Paper 1484 boundary limits.

Watershed

The subject site is located at the northwest extent of watershed HUC 12-180102070405. This watershed begins on the northern flank of Mount Shasta and extends northwesterly to the approximate location of Well 4. This watershed includes Graham Creek, Whitney Creek, and Bolam Creek. This watershed is the principal recharge zone for the subject site.

Geology /Hydrogeology

As shown on the USGS WSP 1484, the geology of the subject site was mapped as Quaternary fluvio-glacial (Qfo) that is stratified to poorly stratified bouldery deposits that yield water for domestic, stock, and

irrigation uses at south end of Shasta Valley. As shown on the 1987 Geologic Map of the Weed Quadrangle, the subject site is mapped as Quaternary glacial (Qg) deposits (morainal and outwash).

The morainal and fluvioglacial deposits generally yield sufficient water for domestic and stock uses. Several irrigation wells tapping glacial materials east of Edgewood yield 600 to 1,500 gpm. The younger and older alluviums of Recent and Pleistocene age yield water sufficient for domestic and stock uses. Along the west side of the valley the younger alluvium yields sufficient water for irrigation and supplies Yreka with abundant water for municipal uses.

The glacial geology is most likely a thin veneer upon the volcanic deposits to the northeast. These volcanics are mapped as Plutos Cave basalt (Qpb) in the USGS WSP 1484 or Quaternary volcanic rocks – basalt (Qv^b) in the 1987 Geologic Map of the Weed Quadrangle.

The Plutos Cave basalt constitutes the principal aquifer in the valley, yielding abundant water for irrigation, stock, and domestic wells in the vicinity of Big Springs. Yields of irrigation wells in the basalt average about 1,300 gpm (gallons per minute). The andesitic lavas of the western Cascades supply sufficient water for domestic and stock uses. Yields of wells tapping the andesites vary greatly because of rapid changes in lateral and vertical permeability. Abundant water for irrigation is yielded from fractures in the volcanic rocks of the western Cascades in the Gazelle-Grenada area.

Ground water moves generally northward in the southern part of Shasta Valley and troughward from the east and west, converging toward the Shasta River along the valley axis.

Previous Studies by SHN

Waste Water Treatment Facility

The LSCSD Wastewater Treatment Facility is located approximately 1.2 miles north-northwest of the subject site. Subsurface investigations were undertaken in 2010 (SHN, 2010) at the treatment facility prior to installation of three groundwater monitoring wells (MW-1, MW-2, and MW-3).

Field investigation found that the soils from the surface to approximately 16 feet below ground surface (BGS) were consistently comprised of silty sand with gravels and boulders, medium dense. Based on the geologic map of the Weed quadrangle these soils are mapped as Quaternary glacial (Qg) and are described in the United States Geologic Survey Water-Supply Paper 1484 (WSP 1484) as bouldery fluvioglacial outwash deposits containing abundant sand, silt, and clay. Laboratory analysis showed that these soils had a high permeability rate. Backhoe excavations noted a hardpan layer at about 4-feet BGS. Laboratory analysis found that this hardpan, when hydrated, did not retard water passage through the soils, and is not considered a restrictive layer.

Additionally, soil cuttings examined during the installation of MW-1 and MW-2 found that a basalt layer is present at about 16-feet BGS and extends downward below 65-feet BGS (the terminus of the deepest well installed by SHN in 2010). During the installation of MW-3 this layer was encountered at 6-feet BGS and extended downward to 63.5-feet (the terminus of MW-3 installed by SHN in August 2014).

Tech Memo for Lake Shastina Community Services District

August 13, 2018

Page 3

This basalt unit was assumed to be the Quaternary volcanics (Qv) of the High Cascades Volcanics based on the geologic map of the Weed quadrangle. Examinations of drill cuttings revealed that the basalt was weathered, vesicular, and very hard to extremely hard. The California Division of Mines and Geology Bulletin 151 (CDMG 151) describe this unit as the Plutos Cave Basalt. The flow covers about 50 square miles and is composed of black, vesicular olivine-rich augite basalt.

According to WSP 1484, Plutos Cave Basalt constitutes the most prolific aquifer in Shasta Valley, yielding abundant water to wells and springs for irrigation and domestic uses with well yields up to 4,000 gpm, averaging 1,300 gpm. The groundwater appears to be present in the lava tubes, fractures and contacts between individual flows. Contacts between flows are vesicular and fractured. The unit may be as thick as 400 feet near the source at the south end of the valley.

During the installation of MW-3 groundwater was encountered at approximately 52 feet BGS corresponding to an approximate elevation of 2,695-feet above mean sea level.

Test Well Report Provided by LSCSD

SHN reviewed the 2014 Groundwater Well Development Investigation, LSCSD Test Well #10 Summary report provided by LSCSD and prepared by Geoscience Services (GeoServ). The purpose of the GeoServ report was to summarize the results of a groundwater development investigation completed for the LSCSD. A summary of the report is below:

In March 2014, Test Well #10 was drilled to a total depth of 180 feet BGS by Enloe Drilling using an air rotary drill rig. According to the report as well as the hand drawn well log, the geology encountered was mainly sand and gravel and that no bedrock was encountered.

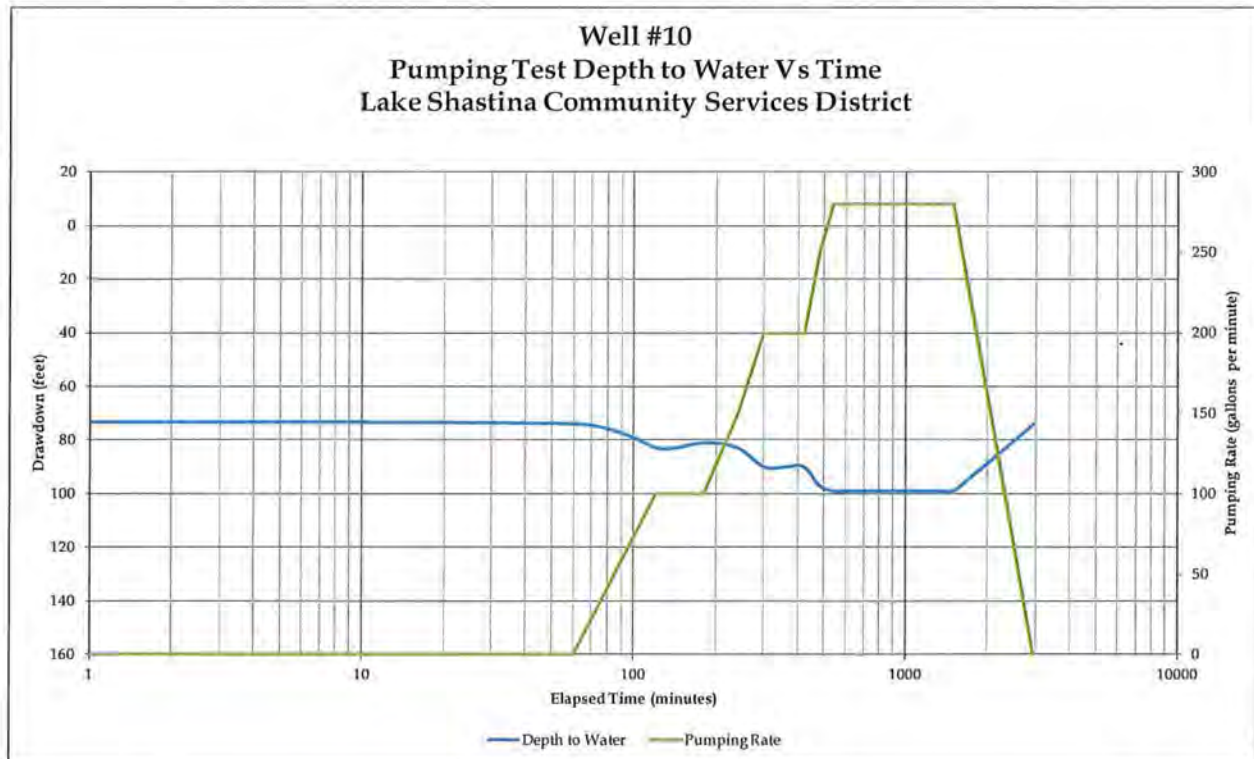
Casing refusal occurred at 176 feet BGS and drilling refusal occurred at 180 feet BGS. Drilling air circulation loss and hole collapse occurred at 160 feet BGS which led to the casing refusal at 176 feet BGS and complete loss of circulation at 180 feet BGS.

Groundwater was first encountered at 145 feet BGS and rose rapidly to 86 feet BGS and obtained a level of 74 feet BGS within 24 hours of drilling.

A pumping test was performed on Test Well 10 between April 1 and 2, 2014. A previous pumping test attempt was abandoned due to a plugged casing below 160 feet BGS that had to be cleared.

The pump was placed at 147 feet BGS in the 6 inch steel casing (it is assumed by SHN that the casing was only open at the bottom and that no screen interval existed). The well was pumped for 24 hours and 18 water level and flow readings were taken. The pumping test consisted of a 5 stage step drawdown with steps of 100, 150, 200, 250, and finally 280 gallons per minute.

The graph on the following page shows the results of the pumping test using data provided in Attachment B of the GeoServ summary report.



It should be noted that the data entered in column "water level (feet bgs)" presented in the table in Attachment B of the summary report is not correct. This data reports that the water level rose with respect to drawdown. This represents contradictory data.

The above graph was prepared using the drawdown data with a starting static water level of 74 feet BGS. SHN takes no responsibility for the accuracy of the above graph as it only represents the drawdown versus time noted in the GeoServ data table in Attachment B of their summary report.

What can be interpreted from the data in Attachment B and the above graph is that at a pumping rate of 280 gallons per minute, steady state conditions were achieved with a 25 foot drawdown and held for 15 hours. This data yields a specific capacity of 11.02 GPM/ft. This specific capacity at 25 feet of drawdown corresponds to approximately 750 GPM in a 10 inch well, 1,000 GPM in a 12 inch well, 1,450 GPM in a 14 inch well, or 1,900 GPM in a 16 inch well. This assumes no screen section and only an opening at the bottom of the well meaning actual well capacity and pumping rate per unit of drawdown may be higher with more screen section exposed to the aquifer. However, these values are extrapolated from a short duration pumping test on a 6 inch diameter well and may or may not prove true after a pumping test on larger diameter casing.

Site Meeting

SHN attended a site meeting with representatives from LSCSD on July 10, 2018. The meeting gave SHN an opportunity to understand the community water use and needs as well as to discuss the existing water supply system, and previous work performed at the site.

According to LSCSD, well #4 is the main water supply well for the Lake Shastina community and produces at least 1,300 gallon per minute. According to information from Siskiyou County Department of Public Health, Well #4 is 16 inch diameter steel cased from 52 feet to 220 feet BGS with a 12 inch diameter steel cased surface seal from grade to 52 feet BGS.

LSCSD would like to have a backup source in the event that Well #4 fails or conditions otherwise necessitate the need for additional water. Based on this requirement, a well that produces at least 1,300 gallons per minute is desired.

Site Reconnaissance

Representatives from SHN and LSCSD performed a reconnaissance of the subject site (Test Well 10 location). The site is located approximately 100 feet east of Big Springs Road just south of Lake Shore Drive. The area is flat and covered with what appeared to be native vegetation.

The site is in close proximity to electrical service and other LSCSD infrastructure. Test Well #10 was installed approximately 1,650 feet southeast of Well #4 which gives adequate horizontal separation between the two well locations. The closest agricultural well appears to be 3,665 feet to the southeast of the subject site. This is also adequate horizontal separation between wells.

Conclusions and Recommendations

The following conclusions and recommendations are based on our literature review and information garnered during the site meeting and site reconnaissance.

New Backup Well:

SHN recommends the installation of the new backup well at the location of Test Well #10. This recommendation is based on the results from Test Well #10 as well as the proximity to LSCSD infrastructure.

SHN recommends designing the new backup well in the same manner as Well #4 with modifications made depending on hydrogeologic conditions encountered during drilling. Based on the results from Test Well #10, SHN recommends installing a 14 inch steel casing to a depth of 220 feet with a screen interval from 100 feet to 200 feet with gravel pack set from 90 feet to 220 feet. Surface seal should be to a total depth of at least 55 feet below grade. Based on the calculated specific capacity from data reported in the GeoServ summary report, a pumping rate of 1,450 gallons per minute with a 25 foot drawdown can be expected with a 14 inch diameter well. This pumping rate is within the parameters desired by LSCSD.

References Cited


- Geoscience Services. (May 10, 2014). *Groundwater Well Development Investigation, LSCSD Test Well #10 Summary*, NR:Geoserv.
- Mack, S. (1960). *Geology and Ground Water Features of Shasta Valley, Siskiyou County, California*; United States Geologic Survey Water-Supply Paper 1484. Washington, DC:US Government Printing Office.
- California Department of Water Resources. (2016). *North Coast Hydrologic Region, Shasta Valley Groundwater Basin; California's Groundwater Bulletin 118 – Interim Update 2016*. NR:DWR.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: October 17, 2018

FROM: Mike Wilson, General Manager 

SUBJECT: Consideration of Setting Date for Holiday Tree Lighting

BACKGROUND:

The Lake Shastina CSD has established a tradition of hosting a Holiday Tree Lighting during the first part of December each year.

The Board generally selects a date for this tradition.

This year, the City of Yreka is selecting Saturday December 1, 2018 as their holiday celebration.

RECOMMENDATION:

By Motion authorize the GM and Staff to conduct traditional holiday tree lighting on either Friday, December 7 or Saturday, December 8.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: October 17, 2018

FROM: Mike Wilson, General Manager 

SUBJECT: Consideration of Setting Date and Time for Special Meeting in December to replace the Regular Board Meeting scheduled for December 19, 2018.

BACKGROUND:

Some Staff and Board Members have holiday plans conflicting with the December 19, 2018 date of the regular scheduled LSCSD Board Meeting. Staff would like to consider scheduling a Special Board Meeting earlier in the month to replace the Regular Board Meeting.

RECOMMENDATION:

By Motion select a date and time for a Special Board Meeting replacing the Regular Board Meeting in December.

Item 11: Consideration of LOU related to Article 11 Exhibit A of MOU between LSCSD and General Teamsters 137 (GM Wilson)

There was no document available for packet delivery.


If document is received prior to the meeting, it will be forwarded to the Board.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: October 17, 2018

FROM: Mike Wilson, General Manager 

SUBJECT: Consideration of Changing Job Description of Police Officer

BACKGROUND:

The existing Job Description for Police Officer was written when there was no Police Sergeant. The existing Job Description has Police Officers answering directly to the Chief of Police.

RECOMMENDATION:

By Motion authorize the noted changes in the job description by adding language consistent with Police Officers answering to the Police Sergeant in place of the Police Chief, as well as, any other noted changes.