



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

AGENDA

Wednesday, March 20, 2019, 1:00 p.m.

Closed Session: 12:00 p.m. / Open Session: 1:00 p.m.

Administration Building

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

CALL TO ORDER: 12:00 p.m.

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

PUBLIC COMMENTS ON CLOSED SESSION:

ADJOURN TO CLOSED SESSION:

CLOSED SESSION:

- A. Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6 District Negotiator:
Interim General Manager Robert Moser: Employee Organization: Teamsters Local 137
- B. Personnel (Gov. Code Section 54957) Public Employee Performance Evaluation: Interim General Manager

RETURN TO OPEN SESSION: 1:00 p.m.

PLEDGE OF ALLEGIANCE:

REPORT ON CLOSED SESSION:

PUBLIC COMMENTS: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction. 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 February 20, 2019
- B. Ratification of Disbursements: February 1 through February 28, 2019
- C. Budget Comparison: FY 2018/19 YTD
- D. Ratification of Director Beck's attendance at workshop: Capital Improvement Plans, February 27, 2019, Yuba City, CA

MONTHLY REPORTS: NO ACTION ITEMS:

- 2. Department Written Reports
 - A. Fire Department
 - B. Police Department
 - C. Sewer Department
 - D. Water Department
- 3. Committee Written Reports / Approved Minutes
(Pres. Thompson may make committee appointments/changes as necessary.)
 - A. Budget / Finance Committee
 - B. Fire Department Advisory Committee
 - C. General Manager Search/Recruitment Committee
 - D. Police Department Advisory Committee
 - E. Policy Committee
 - F. Safety Committee
 - G. Sewer and Water Systems Oversight Committee

DISCUSSION / REPORTS: ACTION ITEMS:

4. Consideration of request to waive past charges - Tennis Village (IGM Moser)
5. Consideration of moving Department Monthly Written Reports to Consent Calendar (IGM Moser)
6. Consideration of approval of adjustment to Salary Schedule – Public Works Maintenance Worker Positions (IGM Moser)
7. Set date and time for special meeting to discuss Sewer Rate Study (Pres. Thompson)
8. Discussion/Review of the Board Policy and Procedure Manual / Handbook Section 4090, Training, Education and Conferences (Pres. Thompson)

STAFF COMMENTS:

BOARD MEMBER COMMENTS:

ADJOURNMENT: A Special Meeting is set for March 27, 2019, 2:00 p.m. at the Administration Building. The next LSCSD Regular Board Meeting is scheduled to be held on April 17, 2019 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, February 20, 2019
Closed Session: 11:00 a.m. / Open Session: 1:00 p.m.
Administration Building
16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

Unapproved MINUTES

CALL TO ORDER AND ROLL CALL: 11:02 a.m.

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

Also present: GM/PC Wilson, PWS Moser, SAC Nelle, AA Charvez and District Counsel Amanda Uhrhammer.
There were no people in the audience.

PUBLIC COMMENTS ON CLOSED SESSION: None

ADJOURN TO CLOSED SESSION: With no objections by the Board, Pres Thompson adjourned to Closed Session at 11:03 a.m.

CLOSED SESSION: 11:04 a.m.

Also present: GM Wilson and District Counsel Uhrhammer, and PWS Moser for a portion of Closed Session.

- A. Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6 District Negotiator: Mike Wilson, General Manager, Employee Organization: Teamsters Local 137
- B. Personnel (Gov. Code Section 54957): Public Employment Appointment - General Manager/Police Chief

With no objections by the Board, Pres. Thompson adjourned Closed Session at 12:53 p.m.

RETURN TO OPEN SESSION: 1:01 p.m.

Also present: GM/PC Wilson, PWS Moser, SAC Nelle, FC Pappas, AA Charvez and District Counsel Uhrhammer.
There were approximately 24 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

REPORT ON CLOSED SESSION: Pres. Thompson reported that there was no action taken.

PUBLIC COMMENTS: Comments received.

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

- 1. A. Approval of Minutes: Regular Meeting January 16, 2019, Special Meeting January 25, 2019, Special Meeting January 30, 2019 and Special Meeting February 7, 2019: Removed from Consent.
- B. Ratification of Disbursements: January 1 through January 31, 2019
- C. Budget Comparison: FY 2018/19 YTD
- D. LAIF Quarterly Report
- E. Approval of transfer of CSD Operating funds to LAIF Savings

Motion by Dir. MacIntosh second Dir. Beck to approve Consent Calendar (except for Item 1A).

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

Motion by Dir. Beck second Dir. Mitchell to approve Item 1A - Approval of Minutes: Regular Meeting January 16, 2019, Special Meeting January 25, 2019, Special Meeting January 30, 2019 and Special Meeting February 7, 2019.

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

MONTHLY REPORTS: NO ACTION ITEMS:

2. Department Written Reports

- A. Fire Department: FC Pappas reported.
- B. Police Department: GM/PC Wilson reported.
- C. Sewer Department: PWS Moser reported.
- D. Water Department: PWS Moser reported.

3. Committee Written Reports / Approved Minutes

(Pres. Thompson may make committee appointments/changes as necessary.)

- A. Budget / Finance Committee: Nothing to report.
- B. Fire Department Advisory Committee: Nothing to report.

- C. General Manager Search/Recruitment Committee: Committee has met; refer to Item 10.
- D. Police Department Advisory Committee: Nothing to report.
- E. Policy Committee: Committee has met; refer to Item 7.
- F. Safety Committee: Nothing to report.
- G. Sewer and Water Systems Oversight Committee: Committee has met.
 - a. Wastewater Rate Study 2019: SHN representative, Anders Rasmussen, gave an overview of the draft study.

DISCUSSION / REPORTS: ACTION ITEMS:

- 4. Authorize Board Member(s) to attend CSDA 2019 Special District Leadership Academy Conference: The Board discussed.

Motion by Dir. Mitchell second Dir. Beck to authorize up to three (3) Board Members to attend CSDA 2019 Special District Leadership Academy Conference.

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

- 5. Consideration of proposal(s) received from the Request for Proposals (RFP) for engineering services to design the final development of Well 10: GM Wilson reported. The Board discussed. SHN representative, Anders Rasmussen, was present for discussion.

Motion by Dir. Cupp second Dir. MacIntosh to authorize the GM to enter into an agreement with SHN Engineers and Geologists for Well Development including Engineering Consulting Services for Final Well Development of Well 10, NTE 106,801.00.

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

- 6. Consideration of request to waive past charges - Tennis Village: GM Wilson reported. The Board discussed.

Motion by Dir. Beck second Dir. Cupp to table item to the March Regular meeting and direct staff to provide agreements and detailed documentation of the account history; legal counsel to review.

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

- 7. Consideration of amendments to Personnel Policies: GM Wilson reported. The Board discussed.
 - a. Policy Number 1002, Benefit Plan Professional Services
 - b. Policy Number 1005, Employee Status
 - c. Policy Number 1150, Compensation

Motion by Dir. Cupp second Dir. Mitchell to approve amendments to Personnel Policy # 1002 as presented.

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

Motion by Dir. Beck second Dir. Cupp to approve amendments to Personnel Policy # 1005 as presented except for adding the word "Board" in front of "approved" in two paragraphs.

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

Motion by Dir. Mitchell second Dir. MacIntosh to approve amendments to Personnel Policy # 1050 as presented.

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

- 8. Consideration of acceptance of Salary Survey by the LSCSD Board of Directors: GM Wilson reported. The Board discussed.

Motion by Dir. Mitchell second Dir. Beck to accept the January 2019 Salary Survey Data.

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

- 9. Consideration of approval of adjustment to Salary Schedule: GM Wilson reported. The Board discussed.
 - a. Accounts Receivable Clerk Position
 - b. Accounts Payable/Payroll Clerk Position

Motion by Dir. Mitchell second Dir. Cupp to adjust the Accounts Receivable Clerk position salary with \$21.17 at Step 5 and the Accounts Payable/Payroll Clerk position salary with \$20.48 at Step 5, effective February 25, 2019.

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

10. General Manager Search/Recruitment Committee report and recommended Board action item(s): Dir. Mitchell and Dir. Cupp reported. The Board discussed job announcement.
11. Consideration of appointment of Interim General Manager and approval of interim compensation: The Board discussed.

Motion by Dir. Beck second Dir. MacIntosh to appoint Robert Moser as Interim General Manager during hiring process of General Manager as salary exempt for \$46.00 per hour; he will continue as Public Works Supervisor during this process.

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

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

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

The next LSCSD Regular Board Meeting is on Wednesday, March 20, 2019, 1:00 p.m. at the Administration Building.

Approval Date: _____

Rick Thompson, President

ATTEST:

Robert Moser, Interim General Manager/Secretary

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

1B *pm*

Board motion "To ratify the checks for expenses, including payroll and liabilities, issued on behalf of the District for the period of February 1 thru February 28, 2019 for a total of: " \$ 162,800.56

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

Submitted for February 2019	\$ 162,800.56
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Expenses - Regular Checks SVB Account	\$ 74,170.72
Expenses - Payroll & Liability Checks SVB Account	\$ 88,629.84
<u>Subtotal</u>	<u>\$ 162,800.56</u>
<u>Total CSD Expenses</u>	<u>\$ 162,800.56</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
2/7/2019	837	US Bank Equipment Finance	191.32	191.32						191.32	
2/7/2019	838	Verizon Wireless	61.26	61.26							61.26
2/7/2019	839	Verizon Wireless	256.80	256.80						214.00	42.80
2/7/2019	23067	Aianna DeBon	55.63	55.63		46.92				8.71	
2/7/2019	23068	Associated Pension Consultants	275.00	275.00							275.00
2/7/2019	23069	Cal Ore Telephone	421.75	421.75		192.21	61.38	61.37	85.43		21.36
2/7/2019	23070	Chris Pappas	20.00	20.00							20.00
2/7/2019	23071	Consolidated Electrical Dist.	98.02	98.02		98.02					
2/7/2019	23072	CRWA	990.00	990.00			495.00	495.00			
2/7/2019	23073	Debbie Nelle	136.74	136.74		97.48	3.16	3.16	4.58		28.36
2/7/2019	23074	Department of Motor Vehicles	360.00	360.00			360.00				
2/7/2019	23075	LSPOA	20,000.00	20,000.00			10,000.00	10,000.00			
2/7/2019	23076	Michael Wilson	88.65	88.65						88.65	
2/7/2019	23077	Mt.Shasta IT Services	2,200.00	2,200.00		660.00	330.00	330.00	660.00		220.00
2/7/2019	23078	N.C.G.T. Security Fund	18,484.00	18,484.00		5,345.50	2,687.00	2,687.00	4,434.50	1,665.00	1,665.00
2/7/2019	23079	Omnigo	3,000.00	3,000.00						3,000.00	
2/7/2019	23080	Quill	51.01	51.01		2.99				26.58	21.44
2/7/2019	23081	Rick Thompson	86.80	86.80		86.80					
2/7/2019	23082	Solano's	285.32	285.32			50.07	50.07			185.18
2/7/2019	23083	Sumit	1,000.00	1,000.00						1,000.00	
2/7/2019	23084	SW Maintenance	95.00	95.00			47.50	47.50			
2/7/2019	23085	Western Business Products	130.59	130.59		130.59					
2/11/2019	23086	Payroll Checks (Live Checks)	2,241.39		2,241.39				2,241.39		
2/11/2019	503916	EDD EFT	320.48		320.48				320.48		
2/11/2019	503917	EFTPS EFT	909.83		909.83				909.83		
2/11/2019	503918	American Funds EFT	98.58		98.58				98.58		
2/14/2019	23087-23089	Payroll Checks (Live Checks)	2,418.50		2,418.50		1,825.00				593.50
2/14/2019	23088	VOIDED check-S/B Direct Deposit									
2/14/2019	503934	EDD EFT	1,749.30		1,749.30	619.10	615.66		266.19	62.71	185.64
2/14/2019	503935	EFTPS EFT	4,839.73		4,839.73	1,221.38	1,131.89		1,529.48	380.64	576.34
2/14/2019	503936	American Funds EFT	403.08		403.08				305.06	98.02	
2/14/2019	503937	CalPERS Classic EFT	1,883.08		1,883.08	951.18	931.90				
2/14/2019	503938	CalPERS PEPRA EFT	622.84		622.84	456.85	165.99				
2/14/2019	503939	CalPERS 457 EFT	843.33		843.33	255.00	243.62		260.79	83.92	
2/14/2019	503940	SVB EFT - Payroll Checks (Direct Deposits)	23,018.40		23,018.40	7,837.97	5,009.41		5,697.03	2,045.70	2,428.29
2/21/2019	840	AT&T	86.52	86.52			43.26	43.26			
2/21/2019	841	Utility Telephone	541.83	541.83		325.10				162.55	54.18
2/21/2019	23090	Alanna DeBon	56.61	56.61		56.61					
2/21/2019	23091	Basic Lab	134.40	134.40				134.40			
2/21/2019	23092	City of Medford	471.64	471.64							471.64
2/21/2019	23093	Daniel Pereyra or Asly Pereyra-Petris	87.50	87.50		87.50					

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
2/21/2019	23094	Department of Motor Vehicles	145.00	145.00			72.50	72.50			
2/21/2019	23095	Don R. Erickson Oil	3,377.78	3,377.78		1,086.99	465.00	465.00		964.02	396.77
2/21/2019	23096	Douglas Marlow	120.00	120.00				120.00			
2/21/2019	23097	Ferguson Waterworks	4,544.24	4,544.24			2,298.43	2,245.81			
2/21/2019	23098	Hue & Cry	38.00	38.00		38.00					
2/21/2019	23099	Kellie Power	530.00	530.00		400.00			65.00		65.00
2/21/2019	23100	Lake Shastina Golf Resort	19.31	19.31							19.31
2/21/2019	23101	Linda Kear Preston	105.50	105.50		105.50					
2/21/2019	23102	LSCSD Utilities	126.48	126.48		53.73			28.13		44.62
2/21/2019	23103	LSPOA	225.79	225.79							225.79
2/21/2019	23104	Mauro Rodriguez	99.99	99.99			49.99	50.00			
2/21/2019	23105	MRJC Inc.	25.00	25.00			25.00				
2/21/2019	23106	National Meter & Automation	2,286.50	2,286.50				2,286.50			
2/21/2019	23107	Nick Stewart	280.00	280.00						280.00	
2/21/2019	23108	Prentice, Long & Epperson	717.50	717.50		262.50			455.00		
2/21/2019	23109	Quill Corp	126.51	126.51		31.09				32.16	63.26
2/21/2019	23110	RF Enterprises	477.25	477.25					238.63		238.62
2/21/2019	23111	SHN Consulting Engineers	7,825.00	7,825.00			7,825.00				
2/21/2019	23112	Siskiyou Disposal	250.00	250.00		85.00	42.50	42.50	40.00		40.00
2/21/2019	23113	Stateline Auto Parts Yreka	703.18	703.18							703.18
2/21/2019	23114	SWRCB Accounting Office	2,444.00	2,444.00				2,444.00			
2/22/2019	23115-23116	VOIDED checks-Forgot to change user defined to live check									
2/22/2019	23117-23120	Payroll Checks (Live Checks)	11,248.23		11,248.23	5,026.40			6,221.83		
2/22/2019	503941	EDD EFT	775.09		775.09	226.23			548.86		
2/22/2019	503942	EFTPS EFT	3,411.09		3,411.09	812.48			2,598.61		
2/22/2019	503943	American Funds EFT	102.98		102.98				102.98		
2/28/2019	23121-23125	Payroll Checks (Live Checks)	2,698.33		2,698.33	211.98	1,851.81				634.54
2/28/2019	23126	Union Dues	663.84		663.84	229.00	222.00		159.60	53.24	
2/28/2019	503957	EDD EFT	1,207.07		1,207.07	370.71	447.05		135.54	102.39	151.38
2/28/2019	503958	EFTPS EFT	4,437.53		4,437.53	903.24	1,179.66		1,209.79	563.62	581.22
2/28/2019	503959	American Funds EFT	256.96		256.96				166.54	90.42	
2/28/2019	503960	CalPERS Classic EFT	1,883.08		1,883.08	951.18	931.90				
2/28/2019	503961	CalPERS PEPRA EFT	622.84		622.84	456.85	165.99				
2/28/2019	503962	Aflac EFT	234.00		234.00	93.78	79.56		60.66		
2/28/2019	503963	CalPERS 457 EFT	865.11		865.11	255.00	243.62		260.79	105.70	
2/28/2019	503964	SVB EFT - Payroll Checks (Direct Deposits)	20,875.15		20,875.15	5,835.54	5,350.56		4,613.87	2,583.13	2,492.05
2/20/2019	JE #76290	Returned Item Fees - Various items	28.00	28.00		28.00					
2/28/2019	JE #76291	Online ACH Item Fee	9.30	9.30		9.30					
			162,800.56	74,170.72	88,629.84	35,943.70	45,251.41	21,578.07	33,719.17	13,802.48	12,505.73

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

For the Period: 7/1/2018 to 2/28/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	3/13/2019 % Bud
Fund: 10 - LSCSD General Fund						
Revenues						
Dept: 00						
4055.000 Misc Operational Income	500.00	500.00	311.89	0.00	188.11	62.4
4070.000 Antenna Lease Revenue	23,155.93	23,155.93	15,387.92	800.73	7,768.01	66.5
5050.000 Transfer Fees	4,000.00	4,000.00	2,300.00	160.00	1,700.00	57.5
5080.000 Interest Earned-OPS	200.00	200.00	15.17	3.62	184.83	7.6
5081.000 Interest Earned-RSV	2,000.00	2,000.00	243.13	0.00	1,756.87	12.2
Dept: 22 Medical Clinic						
4053.000 Medical Clinic Revenue	60,264.00	60,264.00	35,154.00	5,022.00	25,110.00	58.3
Revenues	90,119.93	90,119.93	53,412.11	5,986.35	36,707.82	59.3
Expenditures						
Dept: 01 General Admin						
7002.000 Admin Overhead Alloc	-388,356.53	-400,206.53	-271,582.42	-28,333.95	-128,624.11	67.9
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
7020.000 IT Contract Services/Server	0.00	12,500.00	10,720.95	660.00	1,779.05	85.8
7026.000 Contract Services	25,000.00	20,000.00	2,690.81	219.00	17,309.19	13.5
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	2,099.60	37.30	900.40	70.0
7034.000 Dues & Subscriptions	6,100.00	7,200.00	6,997.07	0.00	202.93	97.2
7035.000 Advertising	250.00	250.00	171.25	0.00	78.75	68.5
7040.000 Insurance (Liability)	500.00	500.00	632.07	0.00	-132.07	126.4
7041.000 Legal	25,000.00	25,000.00	5,845.00	0.00	19,155.00	23.4
7050.100 Off Exp-Supplies	5,000.00	5,000.00	2,848.42	153.71	2,151.58	57.0
7050.200 Off Exp-Postage	6,000.00	6,000.00	4,328.62	0.00	1,671.38	72.1
7050.400 Off Exp-Maint	7,750.00	7,750.00	4,846.10	0.00	2,903.90	62.5
7062.000 Repair & Maintenance	3,500.00	3,500.00	2,730.00	2,730.00	770.00	78.0
7064.000 Materials/Supplies/Small Tools	500.00	1,500.00	1,576.99	19.17	-76.99	105.1
7101.000 Property Taxes	140.00	140.00	126.00	0.00	14.00	90.0
7105.000 Utilities - GSD	1,000.00	1,000.00	606.37	26.86	393.63	60.6
7105.100 Util-Telephone	2,300.00	2,300.00	1,512.04	162.55	787.96	65.7
7105.200 Util-Electric	5,500.00	5,500.00	3,025.17	520.76	2,474.83	55.0
7105.400 Utilities-Propane	500.00	500.00	136.67	0.00	363.33	27.3
7105.600 Utility - Internet	1,550.00	1,550.00	896.98	128.14	653.02	57.9
7204.000 Events	500.00	500.00	602.49	0.00	-102.49	120.5
7245.000 Election	1,500.00	0.00	78.50	0.00	-78.50	0.0
7501.000 Payroll Expense	254,137.12	254,137.12	175,085.42	24,369.22	79,051.70	68.9
7513.000 Payroll-TAXES	6,288.99	6,288.99	5,233.21	806.75	1,055.78	83.2
7514.000 Payroll-Benefits	66,011.40	66,011.40	42,125.00	5,345.50	23,886.40	63.8
7516.200 Pension Cost (CalPERS)	20,113.90	20,113.90	13,072.15	1,537.90	7,041.75	65.0
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	21,644.15	0.00	287.32	98.7
7530.100 PR Reimbursement Admin	-87,922.32	-87,922.32	-54,834.66	-7,558.32	-33,087.66	62.4
7530.300 Payroll Reimb Maintenance	7,000.00	7,000.00	4,803.93	556.09	2,196.07	68.6
7550.000 Travel & Training	1,500.00	5,000.00	2,723.21	-664.37	2,276.79	54.5
7551.000 Meals	750.00	1,000.00	329.79	-30.00	670.21	33.0
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	668.53	0.00	-18.53	102.9
7062.000 Repair & Maintenance	3,000.00	3,000.00	144.83	144.83	2,855.17	4.8
7080.000 Interest Expense	4,750.00	4,750.00	6,234.77	0.00	-1,484.77	131.3
7084.000 Loan Principle Expense	39,250.00	39,250.00	26,765.23	0.00	12,484.77	68.2
7530.000 Payroll Reimbursement	2,500.00	2,500.00	538.42	140.61	1,961.58	21.5
Medical Building Reserves	7,114.00	7,114.00	4,742.64	592.83	2,371.36	66.7
Expenditures	90,119.93	90,119.93	57,195.50	1,564.58	32,924.43	62.8

For the Period: 7/1/2018 to 2/28/2019	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	358,934.28	0.00	117,734.52	75.3
4001.200 Assmt/Revenue-Standby	65,844.00	65,844.00	65,619.00	0.00	225.00	99.7
4001.300 Assmt/Revenue-Commercial	4,939.20	4,939.20	4,957.59	444.32	-18.39	100.4
4003.000 Late Payment Revenue	2,800.00	2,800.00	1,253.06	12.50	1,546.94	44.8
5004.000 Sewer Hook Up Fee	21,745.50	21,745.50	36,242.50	7,248.50	-14,497.00	166.7
5005.000 Sewer Payment Contracts	252.00	252.00	189.00	63.00	63.00	75.0
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	2,539.42	0.00	860.58	74.7
Dept: 23 Green Waste Site						
4055.000 Misc Operational Income	3,000.00	3,000.00	2,575.00	0.00	425.00	85.8
Dept: 36 Planning Grants						
5075.000 Grant Income	0.00	236,933.00	44,325.47	0.00	192,607.53	18.7
Revenues	581,149.50	818,082.50	516,635.32	7,768.32	301,447.18	63.2
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	128,066.09	86,906.38	9,066.87	41,159.71	67.9
7003.000 Bad Debt	0.00	0.00	2.74	2.74	-2.74	0.0
7010.000 Capital Improvement	334,500.00	334,500.00	93,419.70	10,432.50	241,080.30	27.9
Less Reimbursement due from LAIF Savings	-334,500.00	-334,500.00	-93,419.70	-10,432.50	-241,080.30	-27.9
7020.000 IT Contract Services/Server	0.00	3,000.00	2,767.55	330.00	232.45	92.3
7026.000 Contract Services	20,000.00	18,000.00	2,729.87	0.00	15,270.13	15.2
7033.000 Licenses, Permits, Fees	8,000.00	8,000.00	7,670.51	0.00	329.49	95.9
7034.000 Dues & Subscriptions	500.00	500.00	194.74	0.00	305.26	38.9
7035.000 Advertising	0.00	250.00	99.76	0.00	150.24	39.9
7040.000 Insurance (Liability)	13,261.00	14,000.00	13,980.13	0.00	19.87	99.9
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	215.27	0.00	184.73	53.8
7050.200 Off Exp-Postage	100.00	100.00	14.04	0.00	85.96	14.0
7055.000 Safety Equipment	2,000.00	2,000.00	627.01	0.00	1,372.99	31.4
7061.000 Rental Equipment	500.00	500.00	0.00	0.00	500.00	0.0
7062.000 Repair & Maintenance	20,000.00	18,000.00	12,608.28	0.00	5,391.72	70.0
7063.000 Fuel	6,500.00	6,500.00	3,895.65	0.00	2,604.35	59.9
7064.000 Materials/Supplies/Small Tools	5,000.00	5,000.00	4,176.95	108.73	823.05	83.5
7065.000 Vehicle Repair/Maintenance	5,000.00	5,000.00	1,632.15	798.98	3,367.85	32.6
7080.000 Interest Expense	21,127.86	21,127.86	10,856.32	0.00	10,271.54	51.4
7085.000 Municipal Finance Principle	39,897.58	39,897.58	19,656.40	0.00	20,241.18	49.3
7100.000 Lease/Rent Expense	1,775.00	1,775.00	1,125.08	0.00	649.92	63.4
7105.100 Util-Telephone	490.00	490.00	317.22	43.26	172.78	64.7
7105.200 Util-Electric	52,000.00	52,000.00	28,810.37	3,532.68	23,189.63	55.4
7105.300 Util-Waste	510.00	510.00	340.00	42.50	170.00	66.7
7105.600 Utility - Internet	0.00	450.00	157.53	61.38	292.47	35.0
7501.000 Payroll Expense	141,417.15	141,417.15	74,029.75	9,174.36	67,387.40	52.3
7513.000 Payroll-TAXES	3,209.04	3,209.04	2,089.07	321.01	1,119.97	65.1
7514.000 Payroll-Benefits	40,489.19	40,489.19	21,541.50	2,687.00	18,947.69	53.2
7516.200 Pension Cost (CalPERS)	10,833.51	10,833.51	5,271.37	633.35	5,562.14	48.7
7516.500 CalPERS UAL Expense	14,913.18	14,913.18	16,705.50	0.00	-1,792.32	112.0
7516.600 Pension Plan Fees (MPPP)	0.00	100.00	86.38	0.00	13.62	86.4
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	-8,221.50	-1,977.54	-1,178.50	87.5
7550.000 Travel & Training	2,500.00	6,500.00	5,635.74	503.58	864.26	86.7
7551.000 Meals	400.00	1,000.00	498.15	0.00	501.85	49.8
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	104.05	0.00	1,395.95	6.9
7556.000 Uniforms	1,200.00	1,200.00	706.20	49.99	493.80	58.9
Dept: 23 Green Waste Site						
7026.000 Contract Services	800.00	800.00	227.83	0.00	572.17	28.5
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	0.00	175.88	12.1
7530.000 Payroll Reimbursement	1,000.00	1,000.00	566.93	40.07	433.07	56.7
Dept: 36 Planning Grants						
7026.000 Contract Services	0.00	166,838.28	77,669.78	0.00	89,168.50	46.6
7041.000 Legal	0.00	30,000.00	0.00	0.00	30,000.00	0.0
7530.000 Payroll Reimbursement	0.00	39,838.04	5,044.48	1,067.07	34,793.56	12.7
Expenditures	558,503.47	792,460.09	412,805.00	26,484.03	379,655.09	52.1

For the Period: 7/1/2018 to 2/28/2019

	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	276,110.36	0.00	66,681.25	80.5
4001.200 Assmt/Revenue-Standby	103,440.00	103,440.00	103,042.36	0.00	397.64	99.6
4001.300 Assmt/Revenue-Commercial	14,256.01	14,256.01	7,440.34	715.70	6,815.67	52.2
4003.000 Late Payment Revenue	9,000.00	9,000.00	4,948.34	27.50	4,051.66	55.0
4075.000 Water Capacity Expansion Fee	960.00	960.00	960.00	320.00	0.00	100.0
5006.000 Water Hook Up Fee	795.00	795.00	795.00	265.00	0.00	100.0
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	13,500.00	13,500.00	11,617.70	0.00	1,882.30	86.1
Dept: 22 Medical Clinic						
4054.000 Loan Principle Revenue	39,250.00	39,250.00	26,765.23	0.00	12,484.77	68.2
5081.000 Interest Earned-RSV	4,750.00	4,750.00	6,234.77	0.00	-1,484.77	131.3
Revenues	531,242.62	531,242.62	437,914.10	1,328.20	93,328.52	82.4

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	144,074.35	97,769.66	10,200.22	46,304.69	67.9
7003.000 Bad Debt	0.00	0.00	2.88	2.88	-2.88	0.0
7010.000 Capital Improvement	545,500.00	545,500.00	88,615.00	10,072.50	456,885.00	16.2
Less Reimbursement due from LAIF Savings	-545,500.00	-545,500.00	-88,615.00	-10,072.50	-456,885.00	-16.2
7020.000 IT Contract Services/Server	0.00	3,000.00	2,767.55	330.00	232.45	92.3
7026.000 Contract Services	16,100.00	14,100.00	20,087.88	134.40	-5,987.88	142.5
7033.000 Licenses, Permits, Fees	6,000.00	6,000.00	2,683.51	2,444.00	3,316.49	44.7
7034.000 Dues & Subscriptions	1,300.00	1,300.00	1,022.89	0.00	277.11	78.7
7035.000 Advertising	0.00	250.00	99.77	0.00	150.23	39.9
7040.000 Insurance (Liability)	16,242.00	20,500.00	20,397.02	0.00	102.98	99.5
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	215.29	0.00	434.71	33.1
7050.200 Off Exp-Postage	800.00	800.00	3.64	0.00	796.36	0.5
7055.000 Safety Equipment	2,000.00	2,000.00	250.03	0.00	1,749.97	12.5
7062.000 Repair & Maintenance	45,000.00	43,000.00	7,562.15	2,286.50	35,437.85	17.6
7063.000 Fuel	6,500.00	6,500.00	3,172.89	0.00	3,327.11	48.8
7064.000 Materials/Supplies/Small Tools	8,000.00	8,000.00	6,331.10	103.16	1,668.90	79.1
7065.000 Vehicle Repair/Maintenance	5,000.00	5,000.00	1,549.01	746.97	3,450.99	31.0
7100.000 Lease/Rent Expense	1,775.00	1,775.00	1,125.08	0.00	649.92	63.4
7105.100 Util-Telephone	2,900.00	2,900.00	714.70	43.26	2,185.30	24.6
7105.200 Util-Electric	97,000.00	97,000.00	80,056.18	5,114.17	36,943.82	61.9
7105.300 Util-Waste	510.00	510.00	340.00	42.50	170.00	66.7
7105.600 Utility - Internet	0.00	450.00	157.53	61.37	292.47	35.0
7501.000 Payroll Expense	122,411.98	122,411.98	69,640.86	9,399.45	52,771.12	56.9
7513.000 Payroll-TAXES	2,777.78	2,777.78	1,813.36	288.56	964.42	65.3
7514.000 Payroll-Benefits	35,047.81	35,047.81	21,541.50	2,687.00	13,506.31	61.5
7516.200 Pension Cost (CalPERS)	9,377.59	9,377.59	5,006.74	578.89	4,370.85	53.4
7516.500 CalPERS UAL Expense	12,909.91	12,909.91	14,814.30	0.00	-1,904.39	114.8
7516.600 Pension Plan Fees (MPPP)	0.00	100.00	86.38	0.00	13.62	86.4
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	6,500.00	5,965.24	698.46	534.76	91.8
7551.000 Meals	350.00	1,000.00	525.38	27.21	474.62	52.5
7555.000 Personal Protective Equip PPE	1,500.00	1,500.00	104.04	0.00	1,395.96	6.9
7556.000 Uniforms	1,200.00	1,200.00	706.21	50.00	493.79	58.9
Expenditures	590,890.86	568,912.77	357,022.78	35,239.00	211,889.99	62.8

For the Period: 7/1/2018 to 2/28/2019

	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	102,807.31	0.00	33,922.69	75.2
4001.200 Assmt/Revenue-Standby	284,020.00	284,020.00	282,975.00	0.00	1,045.00	99.6
4001.300 Assmt/Revenue-Commercial	3,410.00	3,410.00	3,300.00	0.00	110.00	96.8
4003.000 Late Payment Revenue	10,000.00	10,000.00	4,114.80	12.50	5,885.20	41.1
4056.000 Misc-Non Operating Income	3,200.00	3,200.00	120.47	0.00	3,079.53	3.8
4080.000 Strike Team Rev Payroll Reimb	0.00	0.00	5,305.53	0.00	-5,305.53	0.0
4085.000 Emerg Resp Reimb Travel/Meals	0.00	0.00	925.81	0.00	-925.81	0.0
5054.000 Animal Control Fees - Other	360.00	300.00	51.00	0.00	249.00	17.0
5055.000 Animal License Fee	4,800.00	4,800.00	3,490.00	360.00	1,310.00	72.7
5056.000 Warrant	1,500.00	1,500.00	1,009.65	307.62	490.35	67.3
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	3,741.30	0.00	-741.30	124.7
Revenues	447,460.00	447,460.00	407,840.87	680.12	39,619.13	91.1

For the Period: 7/1/2018 to 2/28/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 25 - LSCSD Police Department						
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	46,502.78	68,035.11	46,169.01	4,816.77	21,866.10	67.9
7003.000 Bad Debt	0.00	0.00	8.10	8.10	-8.10	0.0
7010.000 Capital Improvement	25,800.00	25,800.00	5,500.00	0.00	20,300.00	21.3
Less Reimbursement due from LAIF Savings	-25,800.00	-25,800.00	-5,500.00	0.00	-20,300.00	-21.3
7020.000 IT Contract Services/Server	0.00	10,500.00	10,002.75	660.00	497.25	95.3
7026.000 Contract Services	6,000.00	2,500.00	2,149.20	303.63	350.80	86.0
7033.000 Licenses, Permits, Fees	4,000.00	0.00	0.00	0.00	0.00	0.0
7034.000 Dues & Subscriptions	3,000.00	3,000.00	2,871.74	0.00	128.26	95.7
7035.000 Advertising	100.00	0.00	0.00	0.00	0.00	0.0
7040.000 Insurance (Liability)	3,000.00	5,050.00	5,031.65	0.00	18.35	99.6
7041.000 Legal	1,000.00	1,000.00	980.00	0.00	20.00	98.0
7050.100 Off Exp-Supplies	1,000.00	0.00	0.00	0.00	0.00	0.0
7050.200 Off Exp-Postage	400.00	0.00	0.00	0.00	0.00	0.0
7050.400 Off Exp-Maint	2,200.00	0.00	0.00	0.00	0.00	0.0
7062.000 Repair & Maintenance	1,300.00	0.00	0.00	0.00	0.00	0.0
7063.000 Fuel	8,000.00	0.00	0.00	0.00	0.00	0.0
7064.000 Materials/Supplies/Small Tools	4,000.00	0.00	0.00	0.00	0.00	0.0
7065.000 Vehicle Repair/Maintenance	6,500.00	0.00	0.00	0.00	0.00	0.0
7105.000 Utilities - CSD	600.00	600.00	372.09	28.13	227.91	62.0
7105.100 Util-Telephone	4,500.00	0.00	0.00	0.00	0.00	0.0
7105.200 Util-Electric	2,860.00	2,860.00	2,059.32	325.52	800.68	72.0
7105.300 Util-Waste	480.00	480.00	320.00	40.00	160.00	66.7
7105.400 Utilities-Propane	1,000.00	1,000.00	985.70	625.64	14.30	98.6
7105.600 Utility - Internet	1,800.00	1,800.00	598.01	85.43	1,201.99	33.2
7204.000 Events	500.00	0.00	0.00	0.00	0.00	0.0
7501.000 Payroll Expense	231,242.70	231,242.70	167,800.24	24,897.00	63,442.46	72.6
7513.000 Payroll-TAXES	19,426.07	19,426.07	14,547.36	2,137.74	4,878.71	74.9
7514.000 Payroll-Benefits	54,772.20	54,772.20	34,951.00	4,434.50	19,821.20	63.8
7516.100 Pension Cost (MPPP)	11,283.71	11,283.71	6,221.52	673.16	5,062.19	55.1
7516.200 Pension Cost (CalPERS)	0.00	0.00	230.79	230.79	-230.79	0.0
7516.400 CalPERS Fees	0.00	400.00	240.00	0.00	160.00	60.0
7516.600 Pension Plan Fees (MPPP)	0.00	1,000.00	990.21	0.00	9.79	99.0
7518.000 Workers Comp	17,142.84	20,000.00	19,808.62	0.00	191.38	99.0
7530.000 Payroll Reimbursement	1,200.00	1,200.00	469.73	179.74	730.27	39.1
7550.000 Travel & Training	5,000.00	0.00	0.00	0.00	0.00	0.0
7551.000 Meals	1,500.00	0.00	0.00	0.00	0.00	0.0
7552.000 Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0.0
7556.000 Uniforms	2,500.00	0.00	0.00	0.00	0.00	0.0
Expenditures	446,210.30	439,449.79	316,807.04	39,446.15	122,642.75	72.1

For the Period: 7/1/2018 to 2/28/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 26 - COPS Grant						
Revenues						
5075.000 Grant Income	100,000.00	148,746.54	103,942.15	11,339.82	44,804.39	69.9
Revenues	100,000.00	148,746.54	103,942.15	11,339.82	44,804.39	69.9
Expenditures						
7010.000 Capital Improvement	0.00	25,800.00	6,500.00	0.00	19,300.00	25.2
Less Reimbursement due from LAIF Savings	0.00	-25,800.00	-6,500.00	0.00	-19,300.00	-25.2
7020.000 IT Contract Services/Server	0.00	2,200.00	117.55	0.00	2,082.45	5.3
7033.000 Licenses, Permits, Fees	450.00	3,450.00	4,473.04	1,000.00	-1,023.04	129.7
7050.100 Off Exp-Supplies	300.00	1,300.00	806.72	35.38	493.28	62.1
7050.200 Off Exp-Postage	0.00	400.00	307.95	3.66	92.05	77.0
7050.400 Off Exp-Maint	0.00	2,000.00	1,554.01	191.32	445.99	77.7
7062.000 Repair & Maintenance	300.00	1,600.00	0.00	0.00	1,600.00	0.0
7063.000 Fuel	2,500.00	10,500.00	7,856.11	0.00	2,643.89	74.8
7064.000 Materials/Supplies/Small Tools	500.00	4,500.00	5,110.19	109.56	-610.19	113.6
7065.000 Vehicle Repair/Maintenance	500.00	7,000.00	14,573.44	915.68	-7,573.44	208.2
7105.100 Util-Telephone	650.00	5,150.00	3,110.51	379.33	2,039.49	60.4
7501.000 Payroll Expense	64,667.20	64,667.20	44,543.03	5,556.01	20,124.17	68.9
7513.000 Payroll-TAXES	5,381.04	5,381.04	3,841.55	425.04	1,539.49	71.4
7514.000 Payroll-Benefits	20,563.20	20,563.20	13,122.00	1,665.00	7,441.20	63.8
7516.100 Pension Cost (MPPP)	2,675.71	2,675.71	1,316.23	188.44	1,359.48	49.2
7516.200 Pension Cost (CalPERS)	0.00	0.00	60.00	60.00	-60.00	0.0
7516.400 CalPERS Fees	0.00	100.00	60.00	0.00	40.00	60.0
7516.600 Pension Plan Fees (MPPP)	0.00	200.00	171.36	0.00	28.64	85.7
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	9,000.00	3,723.21	-621.11	5,276.79	41.4
7551.000 Meals	500.00	2,000.00	1,299.65	0.00	700.35	65.0
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	3,000.00	1,308.81	0.00	1,691.19	43.6
Expenditures	109,848.53	152,048.53	112,852.05	9,908.31	39,196.48	74.2

For the Period: 7/1/2018 to 2/28/2019

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund 30 - LSCSD Fire Department						
Revenues						
Dept: 00						
4001.100 Assm/Revenue-Residential	49,720.00	49,720.00	37,390.63	0.00	12,329.37	75.2
4001.200 Assm/Revenue-Standby	64,525.00	64,525.00	64,312.50	0.00	212.50	99.7
4001.300 Assm/Revenue-Commercial	1,060.00	1,060.00	1,035.00	0.00	25.00	97.6
4003.000 Late Payment Revenue	2,500.00	2,500.00	1,001.72	12.50	1,498.28	40.1
4076.000 Fire Suppression Expansion Fee	316.00	316.00	474.00	158.00	-158.00	150.0
5056.000 Warrant	5,000.00	5,000.00	3,319.64	0.00	1,680.36	66.4
5062.000 Event Donations	5,000.00	5,000.00	5,350.00	275.00	-350.00	107.0
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	696.98	0.00	403.02	63.4
Dept: 34 Fire Fuels Removal						
4056.000 Misc Operational Income	0.00	9,000.00	10,175.00	0.00	-1,175.00	113.1
5026.000 Fines/Violations	0.00	500.00	0.00	0.00	500.00	0.0
Dept: 45 Mutual Aid Strike Team						
4080.000 Strike Team Rev Payroll Reimb	150,000.00	322,000.00	354,468.73	0.00	-32,468.73	110.1
4081.000 Strike Team Rev Engine Reimb	0.00	52,000.00	64,318.00	0.00	-12,318.00	123.7
4082.000 Strike Team Rev Admin OH Reimb	0.00	57,000.00	66,426.58	0.00	-9,426.58	116.5
Revenues	279,221.00	569,721.00	615,068.78	445.50	-45,347.78	108.0
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	60,030.98	40,737.37	4,250.09	19,293.61	67.9
7003.000 Bad Debt	0.00	0.00	1.87	1.87	-1.87	0.0
7010.000 Capital Improvement	0.00	0.00	15,015.00	0.00	-15,015.00	0.0
Less Reimbursement due from LAIF Savings	0.00	0.00	-15,015.00	0.00	-15,015.00	0.0
7020.000 IT Contract Services/Server	0.00	2,000.00	2,450.08	220.00	-450.08	122.5
7026.000 Contract Services	2,000.00	2,000.00	1,050.74	303.62	949.26	52.5
7033.000 Licenses, Permits, Fees	450.00	450.00	18.17	0.00	431.83	4.0
7034.000 Dues & Subscriptions	925.00	925.00	212.22	0.00	712.78	22.9
7040.000 Insurance (Liability)	5,687.00	6,300.00	6,244.05	0.00	55.95	99.1
7041.000 Legal	1,000.00	1,500.00	1,505.00	0.00	-500.00	100.3
7050.100 Off Exp-Supplies	650.00	650.00	579.95	17.69	70.05	89.2
7050.200 Off Exp-Postage	100.00	100.00	79.11	0.00	20.89	79.1
7051.000 Public Safety Supplies	2,000.00	2,000.00	4,094.98	757.34	-2,094.98	204.7
7051.100 Mandatory Safety Equipment	12,000.00	10,000.00	0.00	0.00	10,000.00	0.0
7062.000 Repair & Maintenance	2,000.00	2,000.00	33.99	33.99	1,966.01	1.7
7063.000 Fuel	5,000.00	5,000.00	3,760.12	0.00	1,239.88	75.2
7064.000 Materials/Supplies/Small Tools	2,500.00	2,500.00	2,669.35	42.58	-169.35	106.8
7065.000 Vehicle Repair/Maintenance	20,000.00	20,000.00	11,205.81	471.64	8,794.19	56.0
7076.000 Grant Expenditures	0.00	0.00	3,865.59	0.00	-3,865.59	0.0
7105.000 Utilities - CSD	850.00	850.00	487.56	44.62	362.44	57.4
7105.100 Util-Telephone	2,000.00	2,000.00	1,432.31	158.24	567.69	71.6
7105.200 Util-Electric	3,300.00	3,300.00	2,157.34	338.80	1,142.66	65.4
7105.300 Util-Waste	480.00	480.00	325.00	40.00	155.00	67.7
7105.400 Utilities-Propane	1,000.00	1,000.00	1,165.71	625.63	-165.71	116.6
7105.800 Utility - Internet	300.00	300.00	149.52	21.36	150.48	49.8
7204.000 Events	500.00	500.00	380.00	0.00	120.00	76.0
7501.000 Payroll Expense	33,120.00	51,826.92	33,521.88	4,230.76	18,305.24	64.7
7513.000 Payroll-TAXES	2,824.46	4,255.54	3,136.91	364.18	1,118.63	73.7
7514.000 Payroll-Benefits	20,563.20	20,563.20	13,122.00	1,665.00	7,441.20	63.8
7516.100 Pension Cost (MPPP)	0.00	3,300.00	0.00	0.00	3,300.00	0.0
7516.600 Pension Plan Fees (MPPP)	0.00	1,000.00	275.00	275.00	725.00	27.5
7518.000 Workers Comp	9,298.32	10,907.12	4,799.11	0.00	6,108.01	44.0
7530.000 Payroll Reimbursement	500.00	500.00	269.03	116.29	230.97	53.8
7549.000 Volunteer 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	732.40	0.00	1,267.60	36.6
7551.000 Meals	1,500.00	1,500.00	376.99	0.00	1,123.01	25.1
7552.000 Employee Physical Exams-Shots	600.00	600.00	0.00	0.00	600.00	0.0
7556.000 Uniforms	1,000.00	2,000.00	1,726.25	0.00	273.75	86.3
Dept: 34 Fire Fuels Removal						
7050.200 Off Exp-Postage	0.00	0.00	106.65	0.00	-106.65	0.0
7061.000 Rental Equipment	0.00	3,000.00	185.18	0.00	2,814.82	6.2
7062.000 Repair & Maintenance	0.00	500.00	96.41	40.85	403.59	19.3
7501.000 Payroll Expense	0.00	1,300.50	5,718.19	2,677.22	-4,417.69	439.7
7513.000 Payroll-TAXES	0.00	180.12	791.95	370.80	-611.83	439.7
7518.000 Workers Comp	0.00	80.63	258.48	0.00	-177.85	320.6
Dept: 45 Mutual Aid Strike Team						
7063.000 Fuel	1,200.00	350.00	299.38	0.00	50.62	85.5
7501.000 Payroll Expense	94,584.00	205,000.00	254,119.75	0.00	-49,119.75	124.0
7513.000 Payroll-TAXES	8,104.00	19,500.00	23,062.09	0.00	-3,562.09	118.3
7518.000 Workers Comp	8,134.22	16,500.00	22,677.97	0.00	-6,177.97	137.4
Expenditures	294,038.72	485,550.01	449,881.26	17,067.57	5,638.75	92.7
Grand Total Net Effect:	-60,418.76	76,831.47	428,249.70	-102,161.33	-351,418.23	

Capital Improvement Plans

February 27, 2019 • Yuba City, CA



For any water utility, even a very small water system, the management of assets (i.e., water tanks, pumps, computers, buildings etc.) plays a significant role in the overall financial performance and the sustainability of the water system. With proper planning, emergencies can be avoided and overall costs will be reduced.

A Capital Improvement Plan prioritizes the replacement or installation of infrastructure assets. It includes the forecasting and budgeting of capital outlay and is an integral part of the budgeting and rate-setting process for even very small water systems.

This workshop qualifies for 0.6 CEUs.

Workshop agenda:

- What is a CIP
- Why does a water system need a CIP
- 8 Elements of a CIP
- 9 Criteria for Prioritizing
- Updating a CIP
- RCAC's CIP Model

When: Wednesday, February 27, 2019 • 8:00 a.m.–2:00 p.m.

**Where: Hampton Inn & Suites
1375 Sunsweet Blvd. Yuba City, CA 95991**

Register online at: <https://www.events.rcac.org/assnfe/ev.asp?ID=1612>

(Free Workshop)

Questions?

For more information, contact:

Katrina Hiott at khiott@rcac.org • (916) 447-9832 ext. 1088

For registration questions, contact:

registration@rcac.org • (916) 447-9832 ext. 1429



Presented by Rural Community Assistance Corporation.

Supported by Sacramento River Funding Area Disadvantaged Community Involvement Program funded through a grant from the California Department of Water Resources IRWM Program.

Sylvia Charvez

From: Mike Wilson
Sent: Wednesday, February 6, 2019 8:53 AM
To: Robert Moser; Stan Beck; Rick Thompson
Cc: Sylvia Charvez
Subject: FW: Capital Improvement Plans Workshop

Good morning gentlemen: This looks like it might be a good workshop to attend based on our pending Prop 1 funds Drinking Water Grant . Thanks Mike

From: Rural Community Assistance Corporation <Rural_Community_Assistance_Corpo@mail.vresp.com>
Sent: Monday, February 4, 2019 5:17 PM
To: Mike Wilson <generalmanager@lakeshastina.com>
Subject: Capital Improvement Plans Workshop



Capital Improvement Plans Workshop

Capital Improvement Plans

February 27, 2019 | Yuba City, CA

Hampton Inn & Suites

1375 Sunsweet Blvd | Yuba City, CA

8:00 a.m. - 2:00 p.m.

For any water utility, even a very small water system, the management of assets (i.e., water tanks, pumps, computers, buildings etc.) plays a significant role in the overall financial performance and the sustainability of the water system. With proper planning, emergencies can be avoided and overall costs will be reduced.

A Capital Improvement Plan prioritizes the replacement or installation of infrastructure assets. It includes the forecasting and budgeting of capital outlay and is an integral part of the budgeting and rate-setting process for even very small water systems.

This workshop qualifies for 0.6 CEUs.

[Download the flyer here](#)



Lake Shastina Fire Department

16309 Everhart Drive
Weed CA 96094

Item 2.A

For the Month of February Lake Shastina Fire Department responded to a total of 25 calls. These included:

- 13 Medical Aids
- 1 Traffic Collision
- 7 Public Assists
- 1 Vehicle Fire
- 2 Hazmat
- 1 Escape control burn

LSFD notable calls:

On February 22nd Lake Shastina responded to a 911 medical of a reported 61 year old unresponsive male. Upon arrival LSFD firefighters found a man in the bathroom who was not breathing and had a weak pulse. Firefighters immediately began CPR on the patient. Unfortunately after many attempts of lifesaving measures the patient was pronounced deceased.

During the month of February an additional 36 citations were issued to property owners out of compliance with the hazardous vegetation ordinance. Lake Shastina fire crews battling a rainy month were able to help 18 property owners get their unoccupied property into compliance.

**LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

TO: LSCSD BOARD OF DIRECTORS
FROM: Will Bullington, Acting Chief of Police
SUBJECT: February 2019 Police Monthly Board Report

POLICE ACTIVITY: LSPD HAD 133 CALLS FOR SERVICE IN FEBRUARY SUMMARY:**CRIMINAL CALLS:**

DUI – 1	SUSPICIOUS VEHICLE – 0	TRESPASS – 1
APS REFERRAL – 0	FRAUD/ID THEFT – 0	DOMESTIC DISTURBANCE – 4
THEFT – 2	NOISE COMP. – 1	HARRASSMENT – 1
FRESH ARREST FEL – 0	RAPE – 0	SUS. CIRCUMSTANCE – 18
SCAR – 1	FRESH ARREST MISD – 1	SHOTS FIRED – 1
LEWD/LASCIVIOUS – 1	SEARCH WARRANT SER. -1	RECOVERD STOLEN-1

ASSIST OTHER AGENCIES:

SCSO – 3	CHP – 5	PAROLE-1
WEED PD – 6	MSPD – 1	RPD-1

NON-CRIMIAL CALLS:

PROPERTY REQUEST – 0	ASSIST CITIZEN – 0	FOUND PROPERTY – 1
PATROL CHECK – 10	MEDICAL AID – 4	INFO TO CITIZEN – 8
PROPERTY RETURN – 0	STRUCTURE FIRE – 0	WELFARE CHECK – 2
CIVIL ISSUE – 1	PUBLIC WORKS – 1	ALARM – 1
911 HANG-UP – 0	PATROL REQUEST – 0	TRAINING – 3
OTHER – 4	MAINTENANCE – 1	FIELD INTER.-1
VIN VER.-1	SEX REG.-2	

TRAFFIC RELATED:

TRAFFIC WARNINGS – 12	TRAFFIC CITATIONS – 1	TRAFFIC COMPLAINT – 0
PARKING CITE – 1	TRAFFIC HAZARD – 0	TRAFFIC PATROL – 0

ANIMAL RELATED:

DOGS AT LARGE – 4	BARKING DOG – 0	LOST CAT – 1
DOG REGISTRATION – 2	LOST DOG-1	FOUND DOG-1
ANIMAL CRUELTY-1		

ARRESTS:

Last of Lofthouse arrested for D.U.I.

POINTS OF INTEREST:

Lots of assistance to CHP this month with traffic collisions on Big Springs Road, stolen car recovery, and calls backing up WPD on stabbings, arresting suspect in a stolen vehicle, etc.

Trainings completed in police response to structure fires, blood borne pathogens and officer safety issues.

Lake Shastina Sewer Department

To: Lake Shastina CSD Board
From: Robert Moser, Public Works Supervisor
Meeting Date: March 20, 2019
Subject: Board Report – February 2019 (Sewer)

B-115 has been scheduled for the week of the 18th and should be underway as we speak.

Received the new Vac Tank and the guys have been busy getting it ready for use.

We have used the new Vac Tank on stations B-115 in Rancho Hills on Valley View Drive and B-120 off Fairway Drive to clean the complete sump. So far, the guys are very happy with this new piece of equipment. We should be able to cut down on costs for repairs and having to have a vendor come out to pump down sumps in an emergency.

Helped the Fire Department with the burn site.

Completed routine maintenance on the Apex units at the ponds.

Lake Shastina Water Department

To: Lake Shastina CSD Board
From: Robert Moser, Public Works Supervisor
Meeting Date: March 20, 2019
Subject: Board Report – February 2019 (Water)

Approximately 50 water notices were delivered to homeowners for intent to shut off water.

Emergency water repair on Brown Deer Road.

Putting parts together for the Rehab of Well #9 in Rancho Hills.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

MINUTES

Fire Department Advisory Standing Committee Meeting

Monday, December 17, 2018, 10:00 a.m.

Administration Building

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

CALL TO ORDER: 10:00 a.m.

Committee Roll Call:

Director Mitchell ✓ FC Pappas absent Charlene French ✓

Ex-Officio Member GM Wilson ✓ Staff: SAC Nelle ✓

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS: None

COMMITTEE MEMBER COMMENTS: Comments received.

BUSINESS ITEMS:

1. Appoint person to take meeting minutes: SAC Nelle was appointed to take minutes for this meeting.
2. Approval of Minutes: March 7, 2018: Approved.
3. Budget update: SAC Nelle reported.
4. Hazardous Vegetation Abatement Ordinance update: GM Wilson reported.
5. Fire Department development: Discussion (building needs to protect equipment, County Type 1 engine will keep good ISO rating, self-contained breathing apparatus replacement, structural gear replacement, building ADA)
 - A) equipment needs
 - B) other issues
6. Plan to develop income: Discussion (ballot measure March 2020 or November 2020, Gann Limit requirements, tax measure to be written by attorney, need to determine fee increase amount, all lots increased versus unimproved only).
7. Set next committee meeting date and time, if needed: Plan to set meeting for the end of January 2019.

ADJOURN: 11:08 a.m.

Item 4

4. Consideration of request to waive past charges - Tennis Village (IGM Moser)

This document was not available for packet delivery; it will be forwarded to the Board via email (with a hardcopy provided at the meeting).

VERBAL

Consideration of moving Department Monthly Written Reports to Consent Calendar (IGM Moser)



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS
MEETING DATE: March 20, 2019
FROM: Robert Moser, Interim General Manager *Rm*
SUBJECT: Consideration of approval for adjustment to Salary Schedule – Maintenance Worker positions Public Works Department.

BACKGROUND:

Lake Shastina Community Services District Personnel Policy 1150. Et al. titled Compensation has a variety of components including 1150.51 Salary Surveys. Pursuant to this Section, it is the goal of the District to stay competitive within the County. Therefore, every five years (year ending with a 0 or 5), a salary survey may be made in January using salaries for comparable job descriptions from comparable agencies within Siskiyou County. If the salaries in effect by the District do not fall within the upper 50% range of comparable salaries, additional adjustments to bring them in the upper 50% range may be made with Board approval.

The District was scheduled to conduct the last survey in 2015, however, due to turmoil, the survey was not conducted.

For consideration of recruitment and retention needs within the District, a salary adjustment for the Maintenance Worker positions would be beneficial to the District's current needs.

SUMMARY:

The attached Salary Survey was conducted in the month of January 2019. Information provided within the survey indicates the Maintenance Worker job titles falls below the upper 50% range.

Currently, the Public Works Department has a Maintenance Worker 1 through a Maintenance Worker 3 with a 5-step increase. This makes for a very convoluted structure in this department and doesn't allow for a very uniform flow of increases as time goes on. At this time, removing the Maintenance Worker 2 position and steps will help bring the other 2 positions in line for proper increases and flow of the department.

Attached is a copy of a page from the salary survey which includes the Maintenance Worker positions. The positions have the current salary schedule with an hourly pay range of \$13.39- \$20.87.

Attached are copies of three options to adjust the current salary survey pay ranges to meet the 50% mark. The options include the median 50% mark to be adjusted to the low, medium and high ranges in the salary schedule for both positions.

Following approval by the Board of Directors, an LOU will need to be created with the General Teamsters 137 for an adjustment to the existing salary schedules per the MOU.

RECOMMENDATION:

By Motion authorize the GM to execute an LOU with the General Teamsters 137 regarding a salary adjustment and reorganization for the Maintenance Worker job titles in the salary schedule in an amount authorized by the LSCSD Board of Directors.

ATTACHMENTS:

January 2019 Salary Survey
3-options salary schedule pay range table

LAKE SHASTINA COMMUNITY SERVICES DISTRICT

SALARY STEP SCHEDULE

All Classifications

Wages effective July 1, 2018 for all classifications

Reflects 3% COLA July 1, 2018

Updated 2/25/2019 - AR & AP/PR Clerk positions

POSITION	STEP increments	TIME	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
MAINTENANCE:							
Maintenance Worker I	3%	HOURLY	13.39	13.79	14.20	14.63	15.07
Current 7/1/2018		ANNUAL	27,851.20	28,683.20	29,536.00	30,430.40	31,345.60
Maintenance Worker I	5%	HOURLY	19.94	20.94	21.98	23.08	24.24
Proposed 3/12/19		ANNUAL	41,475.20	43,548.96	45,726.41	48,012.73	50,413.36
Maintenance Worker I	5%	HOURLY	18.09	18.99	19.94	20.94	21.98
Proposed 3/12/19		ANNUAL	37,619.23	39,500.19	41,475.20	43,548.96	45,726.41
Maintenance Worker I	5%	HOURLY	16.40	17.22	18.09	18.99	19.94
Proposed 3/12/19		ANNUAL	34,121.75	35,827.84	37,619.23	39,500.19	41,475.20
Maintenance Worker III	4%	HOURLY	17.83	18.55	19.30	20.07	20.87
Current 7/1/2018		ANNUAL	37,086.40	38,584.00	40,144.00	41,745.60	43,409.60
Maintenance Worker III	5%	HOURLY	25.13	26.39	27.71	29.09	30.55
Current 7/1/2018		ANNUAL	52,270.40	54,883.92	57,628.12	60,509.52	63,535.00
Maintenance Worker III	5%	HOURLY	22.79	23.93	25.13	26.39	27.71
Proposed 3/12/19		ANNUAL	47,410.79	49,781.33	52,270.40	54,883.92	57,628.12
Maintenance Worker III	5%	HOURLY	20.67	21.71	22.79	23.93	25.13
Proposed 3/12/19		ANNUAL	43,002.99	45,153.14	47,410.79	49,781.33	52,270.40

Salary Survey 2018-2019 Benefits information

City	ER PERS PEPR / CLASSIC Misc	ER PERS PEPR / CLASSIC Safety	ER Paid Health Ins	Ins Opt Out	OPEB	ER Paid Dental Ins	ER Paid Vision Ins	EAP	ER Paid Life Ins.	Social Security
Siskiyou County	2% @ 55, 60, 62 Classic/PEPRA	2.7% @ 57 PEPRA 3% @ 50 3% @ 55	Yes - 85% ER - Misc 100% ER - Sheriffs	No	Yes, Health ins - amt set by Board of Supervisors	Yes, all but \$5/mo	Yes	Yes	Yes - ER pays for \$25k LI	Yes - Misc. No - Safety
City of Dunsmuir	2% @ 62 PEPRA 2% @ 55 Classic	2.7% @ 57 PEPRA Safety Fire only	Yes \$10,748 - \$28,816/year (EE pays \$150/mo)	No	No	Yes - Incl in Health cost	Yes - Incl in Health cost	Yes	Yes - ER pays for \$10k LI	Yes - Misc. No - Safety
City of Etna	2% @ 62 PEPRA 2% @ 60 Classic	2.7% @ 57 PEPRA 2% @ 55 Classic	Yes	No, in process to offer	Yes, Health ins	No	No	Yes	No	Yes - Misc. Yes - Safety
McCloud CSD	2% @ 62 PEPRA 2% @ 60 Classic	1/2 % @ 55 Classic Safety Inactive	Yes \$17,122/year	No	Yes, Health ins (same amt as active EE)	Yes \$1,500/year	Yes - 100% of cost	No	Yes - ER pays for \$10k LI	Yes - Misc. Yes - Safety
City of Mount Shasta	2% @ 62 PEPRA 2% @ 55 Classic	2.7% @ 57 PEPRA P&F 2% @ 50 Classic P&F	Yes \$12,000/year	Yes \$1,000/month	No	Yes - Incl in Health cost	Yes - Incl in Health cost	Yes	Yes - Incl in Health cost	Yes - Misc. Yes - Safety
City of Shasta Lake	2% @ 62 PEPRA 3% @ 60 Classic	n/a	Yes 100% \$26,072/year	No	Yes, Health ins. w/5 yrs empl + 10 yrs PERS	Yes - Incl in Health cost	Yes - Incl in Health cost	Yes, 2 providers SCORE & Unum	Yes - ER pays	No - Misc. Yes - inactive
Shasta Lake Fire Protection Dist.	2.5% @ 55 Classic	2.7% @ 57 PEPRA Fire 3% @ 55 Classic Fire	Yes 100% (thru Teamsters)	No	Yes, 20 yr \$450/mo, 25 yr \$650/mo, 30yr \$750/mo	Yes - Incl in Health cost	Yes - Incl in Health cost	No	No	No - Misc. No - Safety
City of Weed	2% @ 62 PEPRA 2% @ 60 Classic	2.7% @ 57 PEPRA Police 2% @ 55 Classic Police	Yes, EE 100%, 1 or more depend 50%	Yes \$350/month	No (min \$40/mo if cont.)	Yes - Incl in Health cost	Yes - Incl in Health cost	Yes ACI	Yes - ER pays for \$25k LI	Yes - Misc. Yes - Safety
City of Yreka	2% @ 62 PEPRA 2% @ 55 Classic	2.7% @ 57 PEPRA Police 2% @ 55 Classic Police	Yes, tiered \$7200-\$17940	Yes \$540/month	Yes EE paid thru City	Yes - 100%	Yes - 100%	Yes ACI	Yes - 1 yr sal Mgmt 2 yr sal	Yes - Misc. Yes - Safety
Lake Shastina CSD	2% @ 62 PEPRA 2% @ 55 Classic	6% Reg wage to MPPP	Yes - \$8,904 - \$19,908/year	Yes, 1/3 of EE +1 cost \$419/mo	No	Yes - Incl in Health cost	Yes - Incl in Health cost	No	Yes - Incl in Health cost	No - Misc. Yes-Safety

SALARY SURVEY - 2018/2019														
ADMINISTRATION DEPARTMENT														
Hourly Rates														
Position	General/City Manager		CFO/Sr. Accountant		Administrative Assistant		Accounts Receivable Clerk		Accounts Payable Clerk		Payroll Clerk		Office Assistant	
	LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH
	County Administrator		Sr Acctg Analyst/PR/Acctg Supvr		Asst County Clerk		Accountant/Auditor II/III		Accounting Specialist		Payroll Technician/Specialist		Admin Support Assistant	
Siskiyou County	\$86.54	\$86.54	\$24.56	\$33.93	\$26.46	\$33.78	\$20.03	\$28.47	\$19.07	\$23.76	\$18.60	\$26.59	\$12.97	\$16.16
	City Manager		Finance Director		Administrative Secretary		Accounting Clerk		Accounting Clerk		Accounting Clerk			
City of Dunsmuir	\$50.48	\$50.48	\$31.73	\$31.73	\$20.09	\$21.33	\$21.15	\$22.45	\$21.15	\$22.45	\$21.15	\$22.45	n/a	n/a
	n/a		City Clerk		City Clerk		City Clerk		City Clerk		City Clerk		Asst. City Clerk	
City of Etna			\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$18.00	\$18.00
	General Manager		Finance Officer		District Secretary		District Secretary		Accounting Clerk Part time		Finance Officer		Accounting Clerk Part time	
McCloud CSD	\$36.42	\$36.42	\$22.61	\$28.86	\$15.86	\$19.26	\$15.86	\$19.26	\$12.55	\$15.43	\$22.61	\$28.86	\$12.55	\$15.43
	City Manager		Fin Tech/HR / Dir of Finance		Admin Asst/Deputy City Clerk		Finance Tech Receiv/Payable		Finance Tech Receiv/Payable		Finance Tech Receiv/Payable		Clerk/Cashier	
City of Mount Shasta	\$46.15	\$46.15	\$22.75	\$38.28	\$20.09	\$22.10	\$17.95	\$25.03	\$17.95	\$25.03	\$17.95	\$25.03	\$15.43	\$16.97
	City Manager		Finance & Admin Services Mgr		Administrative Assistant		Acct Clerk/Utilities Acct Tech/Acct Tech			Acct Clerk/Utilities Acct Tech/Acct Tech			Secretary/Clerk	
City of Shasta Lake	\$76.27	\$76.27	\$40.17	\$40.17	\$23.79	\$23.79	\$22.55	\$28.58	\$22.55	\$28.58	\$22.55	\$28.58	\$18.74	\$18.74
	City Manager		Director of Finance		Admin Services Specialist		Accounts Receivable Clerk		Accounts Payable Clerk		Accounts Payable Clerk		Office Clerk	
City of Weed	\$55.80	\$66.96	\$34.32	\$41.72	\$19.41	\$23.60	\$19.27	\$21.63	\$20.04	\$22.56	\$20.04	\$22.56	\$12.33	\$13.89
	City Manager		Acct'g Manager/HR Coordinator		Admin Confidential Assistant		Account Clerk II		Account Clerk II		Account Clerk II		Account Clerk I	
City of Yreka	\$60.74	\$60.74	\$24.56	\$31.35	\$24.56	\$31.35	\$16.93	\$21.61	\$16.93	\$21.61	\$16.93	\$21.61	\$14.75	\$18.82
Lake Shastina CSD	\$53.00	\$53.00	\$23.33	\$28.37	\$20.28	\$24.66	\$15.37	\$18.68	\$15.37	\$18.68	\$15.37	\$18.68	\$14.85	\$17.40
AVERAGES (not incl LSCSD)	\$58.91	\$60.51	\$27.46	\$33.13	\$21.16	\$24.28	\$19.09	\$23.25	\$18.66	\$22.30	\$19.85	\$24.34	\$14.97	\$16.86

50% of range: \$59.71 \$30.30 \$22.72 \$21.17 \$20.48 \$22.09 \$15.91

Notes:	
Siskiyou County	
City of Dunsmuir	Dunsmuir AP/AR/PR combined position
City of Etna	Etna is in process of updating/increasing salaries
	City Clerk & Asst. CC performs all Finance and accounting duties
McCloud CSD	McCloud Dist Secty does AR, PT Acct Clerk does AP & bank Recon,
	Fin Officer does PR, state reports
City of Mount Shasta	Mt Shasta FD & Sr FT/HR combined salaries due to job descriptions
	Combining several positions for high to low rates
City of Shasta Lake	
City of Weed	PR done by AP Clerk
City of Yreka	

SALARY SURVEY - 2018/2019										
PUBLIC WORKS (SEWER AND WATER DEPARTMENTS)										
Hourly Rates										
Position	Public Works Supervisor		Leadman		Maintenance Worker III		Maintenance Worker II		Maintenance Worker I	
	LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH
	Road Maint Supervisor				Asst. Road Maint Supvsr		Road Maint Worker II		Road Maint Worker I	
Siskiyou County	\$23.96	\$29.85	n/a	n/a	\$20.65	\$25.78	\$18.15	\$22.61	\$16.53	\$20.62
	Public Works Supervisor				Utilities Maintenance III		Utilities Maintenance II		Utilities Maintenance I	
City of Dunsmuir	\$25.40	\$26.95	n/a	n/a	\$23.77	\$25.24	\$22.66	\$24.06	\$18.97	\$20.13
	Public Works Director								Public Works Assistant	
City of Etna	\$22.00	\$22.00	n/a	n/a	n/a	n/a	n/a	n/a	\$15.50	\$15.50
	PW Superintendant		Chief Plant Operator - as needed		WW Grade I Cert		Utility Workder II		Utility Worker I	
City of McCloud	\$23.07	\$29.09	\$70.00	\$70.00	\$18.45	\$23.98	\$18.09	\$23.51	\$16.64	\$21.43
	Public Works Supervisor		WW Plant Lead Operator		Public Works Leadperson		WW Plant Operator		Public Works Maintenance	
City of Mount Shasta	\$24.71	\$27.18	\$20.93	\$23.03	\$20.00	\$22.00	\$19.56	\$21.15	\$17.12	\$20.25
	Public Works Supervisor		Public Works Leadworker		Sr. WW/Water Trmt Plant Optr		Water/WW Trmt Plant Optr II		Water/WW Trmt Plant Optr I	
City of Shasta Lake	\$46.16	\$46.16	\$33.04	\$33.04	\$37.08	\$37.08	\$32.16	\$32.16	\$28.33	\$28.33
	Public Works Supervisor				WWTP Operator		Maintenance Man II		Maintenance Man/Worker I	
City of Weed	\$26.37	\$29.67	n/a	n/a	\$21.82	\$24.55	\$20.82	\$23.43	\$18.95	\$21.32
	PW/WW/Water Plant Mgr		Maintenance Lead Person		WW/Water Maintenance III		WW/Water Maintenance II		WW/Water Maintenance I	
City of Yreka	\$29.79	\$38.01	\$19.15	\$24.44	\$22.60	\$28.85	\$19.15	\$24.44	\$17.30	\$22.08
Lake Shastina CSD	\$25.38	\$30.85	\$28.31	\$34.41	\$17.83	\$20.87	\$15.15	\$17.75	\$13.39	\$15.07
AVERAGES (not incl LSCSD)	\$27.68	\$31.11	\$35.78	\$37.63	\$23.48	\$26.78	\$21.51	\$24.48	\$18.67	\$21.21

Steps?

No sewer/water, used Road Maint positions

5

7 Have OIT position

1 In process of updating/increasing salaries

6 or 8 Plant Operator hours limited to necessary to administer testing of sewer lagoons

5 Diff titles, added OIT position to MWI (6 steps)

1 Do not have steps

5 WWTP Op for LM & MW3

6

5 Does not include Education Cert increases

50% of range: \$29.40 \$36.70 \$25.13 \$23.00 \$19.94

SALARY SURVEY - 2018/2019									
POLICE DEPARTMENT									
Hourly Rates									
Position	Police Chief		Police Sergeant		Police Officer		Comm. Service Officer		
	LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH	
	Sheiff/Coroner		Sheriff Sergeant - Intermediate		Deputy Sheriff I		Animal Shelter Tech/Control Off		
Siskiyou County	\$60.82	\$60.82	\$25.65	\$33.38	\$19.77	\$25.71	\$12.97	\$19.65	
							Comm. Service Officer		
City of Dunsmuir	n/a	n/a	n/a	n/a	n/a	n/a	\$15.83	\$16.81	
	Police Chief				Police Officer		CSO/PAL/Police		
City of Etna	\$23.00	\$23.00	n/a	n/a	\$20.00	\$20.00	\$20.00	\$20.00	
McCloud CSD	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
	Police Chief		Police Sergeant		Police Patrol Officer		Comm. Services Liason		
City of Mount Shasta	\$34.80	\$38.28	\$25.52	\$28.07	\$21.72	\$23.89	\$19.60	\$21.57	
							Animal Control Officer		
City of Shasta Lake	n/a	n/a	n/a	n/a	n/a	n/a	\$22.13	\$22.13	
	Police Chief		Police Sergeant		Police Officer		Comm. Service Officer		
City of Weed	\$34.32	\$41.72	\$32.71	\$40.66	\$23.43	\$29.07	\$12.73	\$15.79	
	Police Chief		Police Sergeant		Police Officer		Animal Control		
City of Yreka	\$43.28	\$55.24	\$31.57	\$38.38	\$22.43	\$28.63	\$17.79	\$22.70	
Lake Shastina CSD	\$42.91	\$42.91	\$25.40	\$30.88	\$18.51	\$22.51	\$11.31	\$13.75	
AVERAGES (not incl LSCSD)	\$39.24	\$43.81	\$28.86	\$35.12	\$21.47	\$25.46	\$17.29	\$19.81	

50% of range: \$41.53 \$31.99 \$23.47 \$18.55

Steps?

9 Sheriff Dept rates

7 No Police, uses Sheriff

1 In process of updating/increasing salaries

 No Police, uses Sheriff

5 Comm Svc Liason position???

1 Do not have steps

5 or 7

5 or 6 Animal Control Officer not CSO

5 or 1 Does not include Education/EMT increases

SALARY SURVEY - 2018/2019						
FIRE DEPARTMENT						
Hourly Rates						
Position	Fire Chief		Assistant Fire Chief		Fire Fighter	
	LOW	HIGH	LOW	HIGH	LOW	HIGH
Siskiyou County	n/a	n/a	n/a	n/a	n/a	n/a
	Fire Chief		Assistant Fire Chief		VFFs	
City of Dunsmuir	\$27.35	\$27.35	Stipend	Stipend	Stipend	Stipend
City of Etna	n/a	n/a	n/a	n/a	n/a	n/a
	Fire Chief - Part time		Volunteer Assistant Fire Chief		VFFs	
McCloud CSD	\$2094.76/mo		\$1171.60/year		\$10.00/Points?	
	Fire Chief		Captain			
City of Mount Shasta	\$30.72	\$33.78	\$21.72	\$23.89	\$15.00	\$15.00
	Fire Chief		Captain		Engineer	
Shasta Lake Fire Protection Dist	\$29.43	\$31.52	\$21.67	\$23.21	\$15.90	\$17.04
	Fire Chief		Assistant Fire Chief			
City of Weed	\$33.36	\$40.55	\$32.71	\$36.82	\$15.00	\$15.00
	Fire Chief					
City of Yreka	Stipend	Stipend	Stipend	Stipend	Stipend	Stipend
			unfilled		Seasonal	
Lake Shastina CSD	\$26.44	\$26.44	\$17.48	\$21.86	\$14.55	\$17.06
AVERAGES (not incl LSCSD)	\$30.22	\$33.30	\$25.37	\$27.97	\$15.30	\$15.68

50% of range: \$31.76 \$26.67 \$15.49

Steps?

1 Stipends only for Asst Chief & FFs

n/a Negotiated Salary for Fire Chief, others small stipends

5 CFSA Grant for FF's starting 1/1/19

? Using 2017 GCC Report info (only 10 pd FF Ees)

5 As allowed & Grant reimburses (per Diane in PR)

Stipends for all Fire EE's

5 or 1

VERBAL

Set date and time for special meeting to discuss Sewer Rate Study (Pres. Thompson)

Board Policy and Procedure Manual / Handbook**POLICY TITLE: Training, Education and Conferences****POLICY NUMBER: 4090**

4090.1 Members of the Board of Directors are encouraged to attend educational conferences and professional meetings when the purposes of such activities are to improve District operation. Hence, there is no limit as to the number of Directors attending a particular conference or seminar when it is apparent that their attendance is beneficial to the District.

4090.1.1 "Junkets" (a tour or journey for pleasure at public expense), however, will not be permitted.

4090.2 It is the policy of the District to encourage Board development and excellence of performance by reimbursing actual expenses incurred for tuition, travel, lodging and meals as a result of training, educational courses, participation with professional organizations, and attendance at local, state and national conferences associated with the interests of the District. Cash advances or use of District credit cards for these purposes is not permitted.

4090.2.1 The Finance Division Manager is responsible for making arrangements for Directors for conference and registration expenses, and for per diem. Per diem, when appropriate, shall include reimbursement of expenses for meals, lodging, and travel. All expenses for which reimbursement is requested by Directors, or which are billed to the District by Directors, shall be submitted to the Finance Division Manager, together with validated receipts in accordance with State law.

4090.2.2 Attendance by Directors of seminars, workshops, courses, professional organization meetings, and conferences shall be approved by the Board of Directors prior to incurring any reimbursable costs.

4090.2.3 Expenses to the District for Board of Directors' training, education and conferences should be kept to a minimum by utilizing recommendations for transportation and housing accommodations put forth by the Finance Division Manager and by:

4090.2.3.1 Utilizing hotel(s) recommended by the event sponsor in order to obtain discounted rates.

4090.2.3.2 Directors traveling together whenever feasible and economically beneficial.

4090.2.3.3 Requesting reservations sufficiently in advance, when possible, to obtain discounted air fares and hotel rates.

4090.3 A Director shall not attend a conference or training event for which there is an expense to the District if it occurs after the District has announced his/her pending resignation, or if it occurs after an election in which it has been determined that the Director will not retain his/her seat on the Board. A Director shall not attend a conference or training event when it is apparent that there is no significant benefit to the District.

4090.4 Upon returning from seminars, workshops, conferences, etc., where expenses are reimbursed by the District, Directors will either prepare a written report for distribution to the Board, or make a verbal report during the next regular meeting of the Board. Said report shall detail what was learned at the session(s) that will be of benefit to the District. Materials from the session(s) may be delivered to the District office to be included in the District library for the future use of other Directors and staff.