



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

AGENDA

SPECIAL MEETING

Wednesday, December 14, 2016

1:00 p.m. Closed Session / 1:30 p.m. Open Session

Administration Building

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

CALL TO ORDER: 1:00 p.m.

LSCSD Board Roll Call: Directors: Cupp _____ Graves _____ Layne _____ MacIntosh _____ Thomsson _____

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENTS ON CLOSED SESSION:

ADJOURN TO CLOSED SESSION:

CLOSED SESSION:

- A. CONFERENCE WITH LEGAL COUNSEL- PENDING LITIGATION Review of Arbitration proceedings with LSPOA regarding recovery of a portion of termination compensation paid to John McCarthy by District pursuant to paragraph (4) of subdivision (d) of Section 59456.9.
- B. CONFERENCE WITH LEGAL COUNSEL- PENDING LITIGATION Existing Litigation (Gov. Code § 54956.9) Moller v. LSCSD et. al.
- C. PUBLIC EMPLOYMENT Pursuant to Gov. Code § 54957(b)(1) Title: Police Chief

RETURN TO OPEN SESSION: 1:30 p.m.

REPORT ON CLOSED SESSION:

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 November 16, 2016
- B. Ratification of Disbursements: November 1 through November 30, 2016
- C. Budget Comparison: FY 2016/2017 YTD

PUBLIC HEARINGS:

Open Public Hearing / Staff Report / Public Comments / Close Public Hearing / Board Comments / Vote

2. Second Reading, Public Hearing and Adoption for Ordinance 1-16 regarding Police Department Special Tax
3. First Reading/Introduction and Public Hearing for proposed amendment to Animal Control Ordinance

DISCUSSION / ACTION ITEMS:

4. Fire Department Monthly Report (FC Pappas)
 - A. Declare Surplus Equipment of Rescue Truck – Staff Report (GM Drexel)
5. Police Department Monthly Report (PO Beck)
 - A. Police Department Update – Staff Report (GM Drexel)
6. Burn Site Update – Staff Report (GM Drexel)
7. Drinking Water Wells – Appoint Ad Hoc Committee to review and recommend new site locations (Dir. Layne)
 - A. Update on Well #4 Retrofit. Verbal Report (GM Drexel)
8. Sewer Lift Station – Update on Lift Station B-115 retrofit. Verbal Report (GM Drexel)
9. SWRCB Planning Grants – Update on Drinking Water Application and Update on Wastewater Application – Staff Report (GM Drexel)
10. Resolution for Amendment of Trustees for LSCSD Money Purchase Pension Plan (GM Drexel)

11. Election of Officers for 2017 Calendar Year

A. President

B. Vice President

12. Consideration of the Police Chief Agreement and Introduction of Police Chief (GM Drexel)

STAFF COMMENTS / CORRESPONDENCE:

BOARD MEMBER COMMENTS:

ADJOURNMENT: The next LSCSD Regular Board Meeting is scheduled to be held on January 18, 2017, 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, November 16, 2016 – 1:00 p.m.
 Administration Building
 16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

Unapproved MINUTES

CALL TO ORDER AND ROLL CALL: 1:02 p.m.

LSCSD Board Roll Call: French ☒ Layne ☒ MacIntosh ☒ Mitchell ☒ Thomsson ☒

*Dir. MacIntosh appointed and seated during open session agenda Item A.

Also present: GM Drexel and AA Charvez. There were approximately 16 people in the audience.

PLEDGE OF ALLEGIANCE: Dir. French led the Pledge of Allegiance.

PUBLIC COMMENTS ON CLOSED SESSION: One (1) speaker.

ADJOURN TO CLOSED SESSION: With no objections by the Board, Pres. Thomsson adjourned to Closed Session at 1:04 p.m.

CLOSED SESSION: 1:05 p.m.

Also present: GM Drexel and Attorney Deckard via conference call (Item B)

- A. CONFERENCE WITH LEGAL COUNSEL- PENDING LITIGATION Review of Arbitration proceedings with LSPOA regarding recovery of a portion of termination compensation paid to John McCarthy by District pursuant to paragraph (4) of subdivision (d) of Section 59456.9.
- B. CONFERENCE WITH LEGAL COUNSEL- PENDING LITIGATION Existing Litigation (Gov. Code § 54956.9) Moller v. LSCSD et. al.

With no objections by the Board, Pres. Thomsson adjourned Closed Session at 1:27 p.m.

RETURN TO OPEN SESSION

Also present: GM Drexel, SAC Nelle, AA Charvez, FC Pappas and PO Beck. There were approximately 25 people in the audience.

REPORT ON CLOSED SESSION: 1:29 p.m. President Thomsson noted that no action was taken in closed session and there was nothing to report.

DISCUSSION / ACTION ITEMS:

CONSIDERATION OF APPOINTMENT TO FILL UNSCHEDULED VACANT BOARD MEMBER SEAT (BOARD)

- A. Administer the Oath of Office and Seat new Appointed Member:

The Board discussed the letter of interest that was received after the deadline that was posted on the Notice of Vacancy (the deadline was established to have letters for the Board packets). A motion was made by Dir. Thomsson and seconded by Dir. Layne to accept the letter of interest from Polly Klinefelter. Yes Votes: Dir. Layne and Dir. Thomsson. No Votes: Dir. French and Dir. Mitchell. The motion failed.

Pres. Thomsson announced that the County Clerk's Office verified eligibility for two candidates: Rita MacIntosh and Rick Thompson (Frankie Hayduk was not eligible). Both candidates MacIntosh and Thompson made a statement to the Board. A motion was made by Dir. Mitchell and seconded by Dir. French to appoint Rick Thompson to fill the vacant Board Member seat. Yes Votes: Dir. French and Dir. Mitchell. No Votes: Dir. Layne and Dir. Thomsson. The motion failed.

Motion by Dir. Thomsson second Dir. French to appoint Rita MacIntosh to fill the vacant Board Member Seat (term to December 7, 2018).

Ayes: Directors French, Mitchell and Thomsson
Noes: Director Layne
Absent: (one vacant seat)

GM Drexel administered the Oath of Office; Dir. MacIntosh was seated for the remainder of the meeting.

PUBLIC COMMENTS: Three (3) speakers.

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

1. A. Approval of Minutes: Regular Meeting October 19, 2016
- B. Ratification of Disbursements: October 1 through October 31, 2016
- C. Budget Comparison: FY 2016/2017 YTD

- D. LAIF Quarterly Report
- E. Approval of Transfer from CSD Operating Account to LAIF

Motion by Dir. Mitchell second by Dir. French to approve Consent Calendar.

Ayes: Directors French, Layne, Mitchell and Thomsson
Noes: None
Absent: None
Abstain: Director MacIntosh (Director French abstained for Item 1.A.)

PUBLIC HEARING:

2. First Reading and Public Hearing for proposed Ordinance 1-16 regarding Police Department Special Tax: Pres. Thomsson stated that, according to the County Clerk's Office, Measure B is still too close to call.

Pres. Thomsson opened the Public Hearing at 2:18 p.m. GM Drexel read proposed Ordinance in its entirety. Comments were received from the audience. Pres. Thomsson closed the Public Hearing at 2:31 p.m. The Board discussed.

Motion by Dir. Thomsson second Dir. French to accept the First Reading of proposed Ordinance 1-16, regarding Police Department Special Tax, as presented and proceed with the second reading, public hearing and adoption at the Board's December meeting.

Ayes: Directors French, Layne, MacIntosh, Mitchell and Thomsson
Noes: None
Absent: None

DISCUSSION / ACTION ITEMS:

3. Fire Department Monthly Report: FC Pappas updated the Board.
4. Police Department Monthly Report: PO Beck updated the Board.
5. Employment agreement with Mike Wilson for Police Chief: GM Drexel reported that Mike Wilson has decided to not accept the District's offer for full-time Police Chief; he will continue as part-time Police Chief and assist with the recruitment of officers.
6. Review proposed amendments to the Lake Shastina Animal Control Ordinance per Board Request: PO Beck reported. The Board discussed. Pres. Thomsson directed staff to proceed with proposed amendments to the Animal Control Ordinance.
7. Burn Site Update: GM Drexel reported that he is in contact with the Greater Lake Shastina Fire Safe Council's (FSC) representative John McPhee regarding future Burn Site options. The FSC requested and received Burn Site revenue and costs since 2013; for that period, revenue was \$9,565 (does not include the 11/19/16 date) and estimated cost was \$58,450. Future costs are expected to increase due to use of Fire Department firefighters and equipment and LSPOA equipment.
8. Drinking Water Wells – Update on Well #3 Repairs and Update on Well #4 Retrofit: GM Drexel reported. The Board discussed. Pres. Thomsson directed staff to proceed by contracting with Valley Pump and Well for retrofit of Well #4 (\$126.5K).
9. Sewer Lift Station – Update on Lift Station B-115 retrofit: GM Drexel reported that this project, which was approved under a previous GM, is contracted with Valley Pump and Well. Parts have been received so the project is expected to start soon.
10. SWRCB Planning Grants – Update on Drinking Water Application and Update on Wastewater Application: GM Drexel reported that two grants have been submitted. The Plan of Study for the Wastewater grant (\$500,000) is included in the Board packet.

STAFF COMMENTS / CORRESPONDENCE: GM Drexel asked the Board to consider changing the December regular meeting to December 14. The Board unanimously agreed and Pres. Thomsson stated that, in the future, if there is Closed Session on the agenda, it will start at 1:00 p.m. with Open Session to begin at 1:30 p.m.

BOARD MEMBER COMMENTS: Pres. Thomsson: Christmas Tree Lighting is tentatively scheduled for December 16.

ADJOURNMENT:

With no objections by the Board, Pres. Thomsson adjourned the meeting at 3:50 p.m. to the next LSCSD Regular Board Meeting on Wednesday, December 14, 2016, 1:00 p.m. for Closed Session and 1:30 p.m. for Open Session, at the Administration Building.

Approval Date: _____

 Barbara Thomsson, President

ATTEST:

 Karl Drexel, 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 November 1 thru November 30, 2016 for a total of: " \$ 157,488.60

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

Submitted for November 2016	\$ 157,488.60
-----------------------------	---------------

Expenses - Regular Checks SVB Account	\$ 109,887.88
Expenses - Payroll & Liability Checks SVB Account	\$ 47,600.72
<u>Subtotal</u>	<u>\$ 157,488.60</u>
<u>Total CSD Expenses</u>	<u>\$ 157,488.60</u>

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - SCOTT VALLEY BANK

1B

LSPOA Shared Invoices *				Regular	Payroll	10	15	20	25	26	30
Date	JE or Ck #	Payee	Total Expense	Expenses	Expenses	General	Sewer	Water	Police	COPS Grant	Fire
11/1/2016	JE #64892	Bank Fees	17.60	17.60		17.60					
11/3/2016	501	Verizon	587.95	587.95		53.73			337.27		196.95
11/3/2016	502	Williams Scotman	294.26	294.26			147.13	147.13			
11/3/2016	21526	Basic Lab	32.00	32.00				32.00			
11/3/2016	21527	Chief Law Enforcement Supply	127.59	127.59							127.59
11/3/2016	21528	Computer Logistics	48.00	48.00		48.00					
11/3/2016	21529	Consolidated Electrical Dist.	118.83	118.83		118.83					
11/3/2016	21530	Don Erickson Oil, Inc.	1,466.34	1,466.34		400.20	341.95	223.22	194.11		306.86
11/3/2016	21531	Ferguson Enterprises, Inc.	1,632.13	1,632.13				1,632.13			
11/3/2016	21532	Jim Wilson Motors	15.27	15.27					15.27		
11/3/2016	21533	KD Management	2,863.00	2,863.00		2,863.00					
11/3/2016	21534	Kellie Power	465.00	465.00		400.00			32.50		32.50
11/3/2016	21535	LSCSD Utilities	329.68	329.68		159.28			76.95		93.45
11/3/2016	21536	Quill Corp	128.97	128.97		128.97					
11/3/2016	21537	Shasta Auto Supply	6.43	6.43			3.21	3.22			
11/3/2016	21538	Solano's Inc.	84.60	84.60							84.60
11/3/2016	21539	US Bank Equipment Finance	143.51	143.51					143.51		
11/3/2016	21540	Valley Industrial Communication	450.00	450.00							450.00
11/4/2016	21541	LSPOA Transfer	1,295.13	1,295.13		1,295.13					
11/10/2016	21543	Payroll Checks (Live Checks)	1,313.88		1,313.88		1,313.88				
11/10/2016	21544	Edward Jones	256.98	256.98					88.97	168.01	
11/10/2016	502670	EDD EFT	642.86	642.86		192.14	181.18		39.78	212.45	17.31
11/10/2016	502671	EFTPS EFT	3,308.93	3,308.93		794.07	755.33		383.98	1,190.79	184.76
11/10/2016	502672	CalPERS EFT	1,783.92	1,783.92		1,030.24	753.68				
11/10/2016	502673	CalPERS 457 EFT	788.62	788.62		530.00	208.62			50.00	
11/10/2016	502674	SVB EFT - Payroll Checks (Direct Deposits)	14,682.96	14,682.96		4,978.98	2,822.04		2,656.32	3,127.81	1,097.81
11/17/2016	503	AT&T	53.03	53.03			26.51	26.52			
11/17/2016	504	Pacific Power	10,768.27	10,768.27		907.98	4,449.41	5,110.45	143.69		156.74
11/17/2016	21545	Aiello, Goodrich, & Teuscher	9,000.00	9,000.00			3,150.00	2,970.00	2,250.00		630.00
11/17/2016	21546	Basic Lab	128.00	128.00				128.00			
11/17/2016	21547	Chelsey Faria	258.90	258.90		258.90					
11/17/2016	21548	Chief Law Enforcement Supple	300.49	300.49							300.49
11/17/2016	21549	Daniel or Mari Spafford	251.01	251.01		251.01					
11/17/2016	21550	Diane Deckard Law Firm	2,700.00	2,700.00		2,700.00					
11/17/2016	21551	Hue & Cry	38.00	38.00		38.00					
11/17/2016	21552	KD Management	4,923.00	4,923.00		4,923.00					
11/17/2016	21553	Kirsher, Winston, & Boston	1,690.50	1,690.50		1,690.50					
11/17/2016	21554	LSPOA	5,173.31	5,173.31		5,173.31					
11/17/2016	21555	N.C.G.T. Security Fund	10,263.00	10,263.00		4,179.00	3,435.00		1,107.00	1,542.00	
11/17/2016	21556	Patrick Clark Consulting	1,520.00	1,520.00		1,520.00					
11/17/2016	21557	Quill Corp	60.16	60.16		60.16					
11/17/2016	21558	Siskiyou Disposal	250.00	250.00		85.00	42.50	42.50	40.00		40.00

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - SCOTT VALLEY BANK

1B

Date	JE or Ck #	LSPOA Shared Invoices *		Regular Expenses	Payroll Expenses	10	15	20	25	26	30
		Payee	Total Expense			General	Sewer	Water	Police	COPS Grant	Fire
11/17/2016	21559	Theresa Jones	493.33	493.33		493.33					
11/17/2016	21560	Valley Industrial Communications	6,643.66	6,643.66							6,643.66
11/17/2016	21561	Valley Pump & Motor Works Inc.	33,528.18	33,528.18				33,528.18			
11/17/2016	21562	Weed Press	50.00	50.00		50.00					
11/17/2016	21563	Siskiyou Daily News	41.75	41.75		41.75					
11/17/2016	508	Pitney Bowes Postage Refill	500.00	500.00		497.50			0.47		2.03
11/18/2016	21564	CNA Surety	117.00	117.00					117.00		
11/23/2016	21565	Payroll Checks (Live Checks)	1,169.24	1,169.24			1,169.24				
11/23/2016	21566	Edward Jones	151.29	151.29					108.05	43.24	
11/23/2016	502687	EDD EFT	826.86	826.86		191.47	226.30		50.02	342.60	16.47
11/23/2016	502688	EFTPS EFT	3,735.43	3,735.43		791.91	647.18		445.36	1,672.66	178.32
11/23/2016	502689	CalPERS EFT	1,900.84	1,900.84		1,020.74	880.10				
11/23/2016	502690	CalPERS 457 EFT	788.62	788.62		530.00	208.62			50.00	
11/23/2016	502691	SVB EFT - Payroll Checks (Direct Deposits)	15,791.81	15,791.81		4,911.12	3,356.70		2,661.18	3,802.94	1,059.87
11/23/2016	21567	Union Dues Payable	458.48	458.48		197.00	152.00		56.24	53.24	
11/29/2016	JE #64812	LAIF transfer	11,000.00	11,000.00		11,000.00					
11/29/2016	JE #64812	Wire transfer fee	30.00	30.00		30.00					
			157,488.60	109,887.88	47,600.72	54,551.85	24,270.58	43,843.35	10,947.67	12,255.74	11,619.41

Ratification of Disbursements - November 2016

Vendors	Check Date	Total Invoice Amount	LSCSD Check Amount	Amount Paid by POA
Verizon	11/3/2016	587.95	587.95	26.86
Computer Logistics	11/3/2016	48.00	48.00	24.00
Consolidated Electrical Dist.	11/3/2016	118.83	118.83	59.41
Don Erickson Oil	11/3/2016	1,466.34	1,466.34	400.20
Kellie Power	11/3/2016	465.00	465.00	200.00
LSCSD Utilities	11/3/2016	329.68	329.68	79.64
Quill Corp	11/3/2016	128.97	128.97	64.48
Pacific Power	11/17/2016	10,768.27	10,768.27	620.75
Hue & Cry	11/17/2016	38.00	38.00	19.00
Quill Corp	11/17/2016	60.16	60.16	58.02
Pitney Bowes- Refill	11/17/2016	500.00	500.00	472.09

LAKE SHASTINA COMMUNITY SERVICES DISTRICT									
SCOTT VALLEY BANK ACCOUNT									
November 2016			Fund-#	10	15	20	25	26	30
Date	JE #	Description	AMOUNT	GENERAL	SEWER	WATER	POLICE	COPS GRANT	FIRE
11/1/2016		Balance Forward	37,064.07	43,712.25	38,497.44	(15,436.58)	44,007.10	(35,892.51)	(37,823.63)
		BEGINNING BALANCE							
11/1/2016	JE #64489	Deposit - Cash Receipts 10/25 #1	9,406.60	100.00	3,998.20	3,913.47	863.93		530.00
11/1/2016	JE #64489	Deposit - Cash Receipts 10/25 #2	10,565.41	70.00	4,709.36	3,985.85	1,339.67		460.53
11/1/2016	JE #64489	Deposit - Cash Receipts 10/25 #3	10,247.04	378.00	4,199.20	4,226.34	872.50		571.00
11/3/2016	JE #64519	Deposit Transfer - Cash Receipts	2,270.20	747.13	645.30	592.09	187.92		97.76
11/4/2016	JE #64575	Deposit Transfer - Close out Shared Acct.	6,894.75	1,304.09	1,561.05	1,503.87	1,337.85	500.00	687.89
11/4/2016	JE #64579	POA Payroll Reimb PPE 10/23/16	4,872.05	4,872.05					
11/4/2016	JE #64580	POA AP Reimbursement	1,687.51	1,687.51					
11/4/2016	JE #64581	Deposit - Cash Receipts 11/1 #1	9,800.31		4,380.27	4,150.12	789.95		479.97
11/4/2016	JE #64581	Deposit - Cash Receipts 11/1 #2	18,229.03	7,864.98	4,774.88	4,196.39	876.07		516.71
11/4/2016	JE #64581	Deposit - Cash Receipts 11/1 #3	9,494.23	60.00	3,903.48	4,199.58	853.41		477.76
11/4/2016	JE #64581	Deposit - Cash Receipts 11/2 #1	11,958.89	1,120.67	5,206.12	4,236.39	878.62		517.09
11/4/2016	JE #64581	Deposit - Cash Receipts 11/2 #2	13,491.15	1,136.92	6,073.89	4,801.31	908.95		570.08
11/4/2016	JE #64581	Deposit - Cash Receipts 11/2 #3	11,239.75		4,423.74	5,396.12	930.97		488.92
11/10/2016	JE #64652	Water/Sewer PR Transfer PPE 11/6/16			6,126.77	(6,126.77)			
11/10/2016	JE #64653	Deposit - Cash Receipts 11/9 #1	11,902.45	893.10	5,080.26	4,583.24	819.80		526.05
11/10/2016	JE #64653	Deposit - Cash Receipts 11/9 #2	11,004.46	676.06	3,915.64	4,707.54	1,101.67		603.55
11/15/2016	JE #64807	Deposit - Cash Receipts 11/14 #1	26,766.66	3,168.08	4,899.44	4,457.40	2,117.85	11,532.39	591.49
11/15/2016	JE #64807	Deposit - Cash Receipts 11/14 #99 ACH	21,741.93	258.90	9,963.00	8,790.03	1,690.00		1,040.00
11/23/2016	JE #64809	POA Payroll Reimb PPE 11/6/16	6,107.87	6,107.87					
11/23/2016	JE #64810	POA AP Reimbursement	854.59	854.59					
11/23/2016	JE #64811	Water/Sewer PR Transfer PPE 11/20/16			4,154.76	(4,154.76)			
11/23/2016	JE #64808	Deposit - Cash Receipts 11/22 #1	15,730.57	6,633.50	3,954.31	3,694.83	935.43		512.50
11/30/2016	JE #64891	Deposit - Cash Receipts 11/29 #1	28,882.06	3,281.61	3,689.77	2,969.74	2,153.14		16,767.80
11/30/2016	JE #64891	Deposit - Cash Receipts 11/30 #1	18,489.81	313.99	11,412.80	5,404.14	765.09		593.79
11/30/2016	JE #64893	Interest	9.02	9.02					
		TOTAL Income	261,645.33	41,538.07	97,072.24	65,546.92	19,422.82	12,032.39	26,032.89
Date	JE # or Crk #	Vendor	TOTAL	GENERAL	SEWER	WATER	POLICE	COPS GRANT	FIRE
11/1/2016	JE #64892	Bank Fees	17.60	17.60					
11/3/2016	501	Verizon	587.95	53.73			337.27		196.95
11/3/2016	502	Williams Scotman	294.26		147.13	147.13			
11/3/2016	21526	Basic Lab	32.00			32.00			
11/3/2016	21527	Chief Law Enforcement Supply	127.59						127.59
11/3/2016	21528	Computer Logistics	48.00	48.00					
11/3/2016	21529	Consolidated Electrical Dist.	118.83	118.83					
11/3/2016	21530	Don Erickson Oil, Inc.	1,466.34	400.20	341.95	223.22	194.11		306.86
11/3/2016	21531	Ferguson Enterprises, Inc.	1,632.13			1,632.13			
11/3/2016	21532	Jim Wilson Motors	15.27				15.27		
11/3/2016	21533	KD Management	2,863.00	2,863.00					
11/3/2016	21534	Kellie Power	465.00	400.00			32.50		32.50
11/3/2016	21535	LSCSD Utilities	329.68	159.28			78.95		93.45
11/3/2016	21536	Quill Corp	128.97	128.97					
11/3/2016	21537	Shasta Auto Supply	6.43		3.21	3.22			
11/3/2016	21538	Solano's Inc.	84.60						84.60
11/3/2016	21539	US Bank Equipment Finance	143.51				143.51		
11/3/2016	21540	Valley Industrial Communication	450.00						450.00
11/4/2016	21541	LSPOA Transfer	1,295.13	1,295.13					
11/10/2016	21543	Payroll Checks (Live Checks)	1,313.88		1,313.88				
11/10/2016	21544	Edward Jones	256.98				88.97	168.01	
11/10/2016	502670	EDD EFT	642.86	192.14	181.18		39.78	212.45	17.31
11/10/2016	502671	EFTPS EFT	3,308.93	794.07	753.33		383.98	1,190.79	184.76
11/10/2016	502672	CalPERS EFT	1,783.92	1,030.24	753.68				
11/10/2016	502673	CalPERS 467 EFT	788.62	530.00	208.62			50.00	
11/10/2016	502674	SVB EFT - Payroll Checks (Direct Deposits)	14,682.96	4,978.98	2,822.04		2,656.32	3,127.81	1,097.81
11/17/2016	503	AT&T	53.03		26.51	26.52			
11/17/2016	504	Pacific Power	10,768.27	907.98	4,449.41	5,110.45	143.69		156.74
11/17/2016	21545	Aiello, Goodrich, & Teuscher	9,000.00		3,150.00	2,970.00	2,250.00		630.00
11/17/2016	21546	Basic Lab	128.00			128.00			
11/17/2016	21547	Chelsey Faria	258.90	258.90					
11/17/2016	21548	Chief Law Enforcement Supple	300.49						300.49
11/17/2016	21549	Daniel or Mari Spafford	251.01	251.01					
11/17/2016	21550	Diane Deckard Law Firm	2,700.00	2,700.00					
11/17/2016	21551	Hue & Cry	38.00	38.00					
11/17/2016	21552	KD Management	4,923.00	4,923.00					
11/17/2016	21553	Kirsher, Winston, & Boston	1,690.50	1,690.50					
11/17/2016	21554	LSPOA	5,173.31	5,173.31					
11/17/2016	21555	N.C.G.T. Security Fund	10,263.00	4,179.00	3,435.00		1,107.00	1,542.00	
11/17/2016	21556	Patrick Clark Consulting	1,520.00	1,520.00					
11/17/2016	21557	Quill Corp	60.16	60.16					
11/17/2016	21558	Siskiyou Disposal	250.00	85.00	42.50	42.50	40.00		40.00
11/17/2016	21559	Theresa Jones	493.33	493.33					
11/17/2016	21560	Valley Industrial Communications	6,643.66						6,643.66
11/17/2016	21561	Valley Pump & Motor Works Inc.	33,528.18			33,528.18			
11/17/2016	21562	Weed Press	50.00	50.00					
11/17/2016	21563	Siskiyou Daily News	41.75	41.75					
11/17/2016	508	Pitney Bowes Postage Refill	500.00	497.50			0.47		2.03
11/18/2016	21564	CNA Surety	117.00				117.00		
11/23/2016	21565	Payroll Checks (Live Checks)	1,169.24		1,169.24				
11/23/2016	21566	Edward Jones	161.29				108.05	43.24	
11/23/2016	502687	EDD EFT	826.86	191.47	226.30		50.02	342.60	16.47
11/23/2016	502688	EFTPS EFT	3,735.43	791.91	647.18		445.36	1,672.66	178.32
11/23/2016	502689	CalPERS EFT	1,900.84	1,020.74	880.10				

LAKE SHASTINA COMMUNITY SERVICES DISTRICT									
SCOTT VALLEY BANK ACCOUNT									
November 2016		Fund-#	10	15	20	25	26	30	
Date	JE #	Description	AMOUNT	GENERAL	SEWER	WATER	POLICE	COPS GRANT	FIRE
11/23/2016	502690	CalPERS 457 EFT	788.62	530.00	208.62			50.00	-
11/23/2016	502691	SVB EFT - Payroll Checks (Direct Deposits)	15,791.81	4,911.12	3,356.70		2,661.18	3,802.94	1,059.87
11/23/2016	21567	Union Dues Payable	458.48	197.00	152.00		56.24	53.24	-
11/29/2016	JE #64812	LAIF transfer	11,000.00	11,000.00					-
11/29/2016	JE #64812	Wire transfer fee	30.00	30.00					-
		TOTAL DISTRIBUTION	157,488.60	54,551.85	24,270.58	43,843.35	10,947.67	12,255.74	11,619.41
11/1/2016		BEGINNING BALANCE	37,064.07	43,712.25	38,497.44	(15,436.58)	44,007.10	(35,892.51)	(37,823.63)
		DEPOSITS/TRANSFERS	261,645.33	41,538.07	97,072.24	65,546.92	19,422.82	12,032.39	26,032.89
		DISBURSEMENTS	(157,488.60)	(54,551.85)	(24,270.58)	(43,843.35)	(10,947.67)	(12,255.74)	(11,619.41)
11/30/2016		ENDING BALANCE	141,220.80	30,698.47	111,289.10	6,266.99	52,482.25	(36,115.86)	(23,410.15)
	JE #	Reclassified items posted							-
		TOTAL	141,220.80	30,698.47	111,289.10	6,266.99	52,482.25	(36,115.86)	(23,410.15)
11/30/2016	JE #64902	Overhead Allocation - November 2016		21,273.13	(8,934.72)	(8,934.71)	(1,701.85)		(1,701.85)
11/30/2016		FINAL BALANCE	141,220.80	51,971.60	102,364.38	(2,667.72)	50,780.40	(36,115.86)	(25,112.00)

LAKE SHASTINA COMMUNITY SERVICES DISTRICT

1C

November 2016 Detailed Budget Comparison 2016/2017 YTD

For the Period: 7/1/2016 to 11/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	12/5/2016 % Bud
Fund: 10 - LSCSD General Fund						
Revenues						
Dept: 00						
Acct Class: 4055 Operational Income						
4055.000 Misc Operational Income	0.00	0.00	20.84	5.68	-20.84	0.0
5050.000 Transfer Fees	3,000.00	3,000.00	1,840.00	500.00	1,160.00	61.3
Acct Class: 4060 Interest						
5080.000 Interest Earned-OPS	200.00	200.00	132.13	10.25	67.87	66.1
5081.000 Interest Earned-RSV	395.00	395.00	286.66	0.00	108.34	72.6
Acct Class: 4070 Rents						
4070.000 Antenna Lease Revenue	22,067.00	22,067.00	10,170.31	5,257.13	11,896.69	46.1
Dept: 22 Medical Clinic						
Acct Class: 4070 Rents						
4053.000 Medical Clinic Revenue	60,264.00	60,264.00	25,110.00	10,044.00	35,154.00	41.7
Revenues	85,926.00	85,926.00	37,559.94	15,817.06	48,366.06	43.7
Expenditures						
Dept: 01 General Admin						
Acct Class: 5000 General Operating Expense						
7032.000 Filing Fees	250.00	250.00	40.00	0.00	210.00	16.0
7033.000 Licenses, Permits, Fees	3,000.00	3,000.00	1,661.77	71.60	1,338.23	55.4
7034.000 Dues & Subscriptions	4,000.00	4,000.00	235.93	0.00	3,764.07	5.9
7062.000 Repair & Maintenance	3,500.00	3,500.00	234.42	0.00	3,265.58	6.7
7064.000 Materials/Supplies/Small Tools	500.00	500.00	0.00	0.00	500.00	0.0
7101.000 Property Taxes	150.00	150.00	63.00	0.00	87.00	42.0
7204.000 Events	750.00	750.00	0.00	0.00	750.00	0.0
7245.000 Election	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
Acct Class: 5005 Office Expense						
7050.100 Off Exp-Supplies	3,500.00	6,500.00	921.13	0.00	5,578.87	14.2
7050.200 Off Exp-Postage	4,000.00	6,400.00	2,039.73	25.41	4,360.27	31.9
7050.400 Off Exp-Maint	3,500.00	3,500.00	1,938.53	0.00	1,561.47	55.4
Acct Class: 5010 Payroll						
7501.000 Payroll Expense	280,749.62	189,977.62	70,258.59	13,867.85	119,719.03	37.0
7513.000 Payroll-TAXES	6,674.87	4,924.68	1,385.29	201.10	3,539.39	28.1
7514.000 Payroll-Benefits	74,485.80	55,981.80	26,420.85	4,179.00	29,560.95	47.2
7516.200 Pension Cost (CalPERS)	41,927.14	26,351.21	32,665.02	1,098.72	-6,313.81	124.0
7518.000 Workers Comp	5,182.81	1,757.25	5,338.88	0.00	-3,581.63	303.8
7530.100 PR Reimbursement Admin	-140,669.09	-114,297.02	-43,285.24	-10,979.92	-71,011.78	37.9
Acct Class: 5015 Travel/Training/meals						
7550.000 Travel & Training	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
7551.000 Meals	750.00	750.00	18.45	0.00	731.55	2.5
Acct Class: 5024 Professional Services						
7035.000 Advertising	500.00	500.00	329.75	0.00	170.25	66.0
7041.000 Legal	60,000.00	60,000.00	36,916.75	0.00	23,083.25	61.5
Acct Class: 5025 Contractual						
7026.000 Contract Services	6,000.00	96,500.00	45,865.52	9,444.00	50,634.48	47.5
Acct Class: 5030 Insurance, Liability						
7040.000 Insurance (Liability)	600.00	600.00	380.86	0.00	219.14	63.5
Acct Class: 5055 Utilities						
7105.000 Utilities - CSD	1,000.00	1,000.00	322.10	79.64	677.90	32.2
7105.100 Util-Telephone	2,200.00	2,200.00	747.17	26.87	1,452.83	34.0
7105.200 Util-Electric	4,000.00	4,000.00	1,259.46	287.23	2,740.54	31.5
7105.400 Utilities-Propane	500.00	500.00	87.50	0.00	412.50	17.5
Acct Class: 6000 Admin Overhead Alloc						
7002.000 Admin Overhead Alloc	-339,370.00	-349,379.00	-187,256.75	-21,273.13	-162,122.25	53.6
Acct Class: 6010 Capital Expenditures						
7010.000 Capital Improvement	0.00	0.00	9,000.35	0.00	-9,000.35	0.0
Less Reimbursement due from LAIF Savings	0.00	0.00	-9,000.35	0.00	9,000.35	0.0
Dept: 22 Medical Clinic						
Acct Class: 5000 General Operating Expense						
7053.000 Medical Building Contract	41,804.00	41,804.00	20,513.66	0.00	21,290.34	49.1
7062.000 Repair & Maintenance	5,000.00	6,500.00	630.15	0.00	5,869.85	9.7
7080.000 Interest Expense	2,196.00	2,196.00	1,486.34	0.00	709.66	67.7
Acct Class: 5010 Payroll						
7530.000 Payroll Reimbursement	4,250.00	4,250.00	8.00	0.00	4,242.00	0.2
Acct Class: 5030 Insurance, Liability						
7040.000 Insurance (Liability)	600.00	600.00	556.08	0.00	43.92	92.7
Expenditures	85,531.15	69,266.54	21,782.94	-2,971.63	47,483.60	31.4

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 15 - LSCSD Sewer Dept						
Revenues						
Acct Class: 4001 Assessments & Revenues						
4001.100 Assmt/Revenue-Residential	470,207.00	470,207.00	236,138.40	0.00	234,068.60	50.2
4001.200 Assmt/Revenue-Standby	66,204.00	66,204.00	33,075.00	0.00	33,129.00	50.0
4001.300 Assmt/Revenue-Commercial	4,909.00	4,909.00	3,948.12	693.18	960.88	80.4
4003.000 Late Payment Revenue	4,250.00	4,250.00	1,363.07	0.00	2,886.93	32.1
Acct Class: 4055 Operational Income						
4055.000 Misc Operational Income	2,000.00	2,000.00	952.75	417.00	1,047.25	47.6
5004.000 Sewer Hook Up Fee	14,498.00	14,498.00	7,248.50	7,248.50	7,249.50	50.0
5005.000 Sewer Payment Contracts	252.00	252.00	126.00	63.00	126.00	50.0
Acct Class: 4060 Interest						
5081.000 Interest Earned-RSV	1,500.00	1,500.00	666.30	0.00	833.70	44.4
Revenues	563,820.00	563,820.00	283,518.14	8,421.68	280,301.86	50.3
Expenditures						
Dept: 01 General Admin						
Acct Class: 5000 General Operating Expense						
7003.000 Bad Debt	0.00	0.00	4.01	0.00	-4.01	0.0
7033.000 Licenses, Permits, Fees	7,500.00	7,500.00	745.21	0.00	6,754.79	9.9
7034.000 Dues & Subscriptions	500.00	500.00	80.60	0.00	419.40	16.1
7062.000 Repair & Maintenance	20,000.00	20,000.00	3,800.60	0.00	16,199.40	19.0
7064.000 Materials/Supplies/Small Tools	5,000.00	5,000.00	683.42	0.00	4,316.58	13.7
7080.000 Interest Expense	25,542.52	25,542.52	13,031.30	0.00	12,511.22	51.0
7085.000 Municipal Finance Principle	35,482.92	35,482.92	17,481.42	0.00	18,001.50	49.3
7100.000 Lease/Rent Expense	1,800.00	1,800.00	735.65	147.13	1,064.35	40.9
Acct Class: 5005 Office Expense						
7050.100 Off Exp-Supplies	400.00	400.00	17.14	3.21	382.86	4.3
7050.200 Off Exp-Postage	100.00	100.00	0.00	0.00	100.00	0.0
Acct Class: 5010 Payroll						
7501.000 Payroll Expense	262,956.33	166,637.63	57,290.72	11,564.05	109,346.91	34.4
7513.000 Payroll-TAXES	6,416.87	4,152.25	940.73	228.44	3,211.52	22.7
7514.000 Payroll-Benefits	89,359.20	66,754.80	23,195.25	3,435.00	43,559.55	34.7
7516.200 Pension Cost (CalPERS)	35,820.54	22,961.98	23,149.32	882.38	-187.34	100.8
7518.000 Workers Comp	32,060.28	20,328.66	29,693.71	0.00	-9,365.05	146.1
7530.000 Payroll Reimbursement	-187,095.30	-112,334.13	-50,078.56	-10,281.53	-62,255.57	44.6
7552.000 Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0.0
7556.000 Uniforms	1,200.00	1,200.00	578.24	0.00	621.76	48.2
Acct Class: 5015 Travel/training/meals						
7550.000 Travel & Training	1,500.00	1,500.00	0.00	0.00	1,500.00	0.0
7551.000 Meals	400.00	400.00	23.18	0.00	376.82	5.8
Acct Class: 5024 Professional Services						
7001.000 Accounting Audit/Review	4,200.00	4,200.00	3,150.00	0.00	1,050.00	75.0
7041.000 Legal	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
Acct Class: 5025 Contractual						
7026.000 Contract Services	10,000.00	10,000.00	764.40	0.00	9,235.60	7.6
Acct Class: 5030 Insurance, Liability						
7040.000 Insurance (Liability)	21,000.00	21,000.00	18,000.78	0.00	2,999.22	85.7
Acct Class: 5055 Utilities						
7105.100 Util-Telephone	250.00	490.00	181.86	26.51	308.14	37.1
7105.200 Util-Electric	49,325.00	49,325.00	17,936.78	4,117.22	31,388.22	36.4
7105.300 Util-Waste	510.00	510.00	170.00	0.00	340.00	33.3
Acct Class: 5075 Equipment						
7061.000 Rental Equipment	500.00	500.00	0.00	0.00	500.00	0.0
7063.000 Fuel	6,500.00	6,500.00	1,589.13	341.95	4,910.87	24.4
7065.000 Vehicle Repair/Maintenance	3,500.00	3,500.00	2,487.92	0.00	1,012.08	71.1
Acct Class: 6000 Admin Overhead Alloc						
7002.000 Admin Overhead Alloc	142,535.40	146,739.18	78,647.84	8,934.72	68,091.34	53.6
Acct Class: 6010 Capital Expenditures						
7010.000 Capital Improvement	277,000.00	277,000.00	987.08	332.19	276,012.92	0.4
Less Reimbursement due from LAIF Savings	-277,000.00	-277,000.00	-987.08	-332.19	-276,012.92	-0.4
Expenditures	578,763.76	512,190.81	244,300.65	19,399.08	267,890.16	47.7

For the Period: 7/1/2016 to 11/30/2016

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

UnencBal

% Bud

Fund: 20 - LSCSD Water Dept

Revenues

Acct Class: 4001 Assessments & Revenues						
4001.100 Assmt/Revenue-Residential	325,220.30	325,220.30	185,323.34	0.00	139,896.96	57.0
4001.200 Assmt/Revenue-Standby	104,320.00	104,320.00	52,090.00	0.00	52,230.00	49.9
4001.300 Assmt/Revenue-Commercial	14,260.95	14,260.95	8,318.72	1,402.37	5,942.23	58.3
4003.000 Late Payment Revenue	8,700.00	8,700.00	3,576.24	855.00	5,123.76	41.1
Acct Class: 4020 Construction-New Home						
4075.000 Water Capacity Expansion Fee	640.00	640.00	320.00	320.00	320.00	50.0
5006.000 Water Hook Up Fee	530.00	530.00	265.00	265.00	265.00	50.0
Acct Class: 4050 Other Operating Revenues						
5040.000 Gain on Sale of Equipment	750.00	750.00	0.00	0.00	750.00	0.0
Acct Class: 4055 Operational Income						
4056.000 Misc-Non Operating Income	0.00	0.00	86.00	0.00	-86.00	0.0
Acct Class: 4060 Interest						
5081.000 Interest Earned-RSV	5,800.00	5,800.00	3,251.20	0.00	2,548.80	56.1
Acct Class: 4070 Rents						
4053.000 Medical Clinic Revenue	0.00	0.00	20,513.66	0.00	-20,513.66	0.0
Revenues	460,221.25	460,221.25	273,744.16	2,842.37	186,477.09	59.5

Expenditures

Acct Class: 5000 General Operating Expense						
7033.000 Licenses, Permits, Fees	6,000.00	6,000.00	213.69	0.00	5,786.31	3.6
7034.000 Dues & Subscriptions	1,300.00	1,300.00	330.60	0.00	969.40	25.4
7062.000 Repair & Maintenance	25,000.00	25,000.00	38,166.43	0.00	-13,166.43	152.7
7064.000 Materials/Supplies/Small Tools	4,000.00	4,000.00	737.83	0.00	3,262.17	18.4
7100.000 Lease/Rent Expense	1,800.00	1,800.00	735.65	147.13	1,064.35	40.9
Acct Class: 5005 Office Expense						
7050.100 Off Exp-Supplies	650.00	650.00	17.15	3.22	632.85	2.6
7050.200 Off Exp-Postage	800.00	800.00	4.19	0.00	795.81	0.5
Acct Class: 5010 Payroll						
7530.000 Payroll Reimbursement	140,509.14	112,334.13	47,229.38	10,281.53	65,104.75	42.0
7556.000 Uniforms	1,200.00	1,200.00	428.24	0.00	771.76	35.7
Acct Class: 5015 Travel/training/meals						
7550.000 Travel & Training	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
7551.000 Meals	350.00	350.00	23.17	0.00	326.83	6.6
Acct Class: 5024 Professional Services						
7001.000 Accounting Audit/Review	3,960.00	3,960.00	2,970.00	0.00	990.00	75.0
7041.000 Legal	5,000.00	5,000.00	0.00	0.00	5,000.00	0.0
Acct Class: 5025 Contractual						
7026.000 Contract Services	12,000.00	12,000.00	800.00	160.00	11,200.00	6.7
Acct Class: 5030 Insurance, Liability						
7040.000 Insurance (Liability)	23,000.00	23,000.00	19,663.38	0.00	3,336.62	85.5
Acct Class: 5055 Utilities						
7105.100 Util-Telephone	2,650.00	2,900.00	980.85	26.52	1,919.15	33.8
7105.200 Util-Electric	97,000.00	97,000.00	45,353.81	5,110.45	51,646.19	46.8
7105.300 Util-Waste	510.00	510.00	170.00	0.00	340.00	33.3
Acct Class: 5075 Equipment						
7063.000 Fuel	6,500.00	6,500.00	1,121.51	223.22	5,378.49	17.3
7065.000 Vehicle Repair/Maintenance	3,000.00	3,000.00	2,039.00	0.00	961.00	68.0
Acct Class: 6000 Admin Overhead Alloc						
7002.000 Admin Overhead Alloc	142,535.40	146,739.18	78,647.81	6,934.71	68,091.37	53.6
Acct Class: 6010 Capital Expenditures						
7010.000 Capital Improvement	310,000.00	310,000.00	0.00	0.00	310,000.00	0.0
Less Reimbursement due from LAIF Savings	-310,000.00	-310,000.00	0.00	0.00	-310,000.00	0.0
Expenditures	479,764.54	456,043.31	239,632.69	22,886.78	216,410.62	52.5

For the Period: 7/1/2016 to 11/30/2016

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

UnencBal

% Bud

Fund: 25 - LSCSD Police Department

Revenues

Acct Class: 4001 Assessments & Revenues						
4001.100 Assmt/Revenue-Residential	80,210.00	80,210.00	40,170.00	0.00	40,040.00	50.1
4001.200 Assmt/Revenue-Standby	169,390.00	169,390.00	84,548.75	0.00	84,841.25	49.9
4001.300 Assmt/Revenue-Commercial	2,015.00	2,015.00	1,007.50	0.00	1,007.50	50.0
4003.000 Late Payment Revenue	5,700.00	5,700.00	2,159.11	0.00	3,540.89	37.9
Acct Class: 4050 Other Operating Revenues						
5040.000 Gain on Sale of Equipment	1,500.00	1,500.00	0.00	0.00	1,500.00	0.0
5054.000 Animal Control Fees - Other	300.00	300.00	0.00	0.00	300.00	0.0
5055.000 Animal License Fee	4,000.00	4,000.00	135.00	60.00	3,865.00	3.4
5056.000 Warrant	2,500.00	2,500.00	319.33	77.99	2,180.67	12.8
5062.000 Event Donations	500.00	500.00	225.00	75.00	275.00	45.0
Acct Class: 4055 Operational Income						
4056.000 Misc-Non Operating Income	3,200.00	3,200.00	25.00	0.00	3,175.00	0.8
Acct Class: 4060 Interest						
5081.000 Interest Earned-RSV	625.00	625.00	367.11	0.00	257.89	58.7
Revenues	269,940.00	269,940.00	128,956.80	212.99	140,983.20	47.8

For the Period: 7/1/2016 to 11/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	Page: 4 % Bud
Fund: 25 - LSCSD Police Department						
Expenditures						
Acct Class: 5000 General Operating Expense						
7003.000 Bad Debt	0.00	0.00	25.64	0.00	-25.64	0.0
7033.000 Licenses, Permits, Fees	1,600.00	1,600.00	287.77	0.00	1,312.23	18.0
7034.000 Dues & Subscriptions	2,600.00	2,600.00	2,369.00	0.00	231.00	91.1
7062.000 Repair & Maintenance	1,300.00	1,300.00	0.00	0.00	1,300.00	0.0
7064.000 Materials/Supplies/Small Tools	1,500.00	1,500.00	0.00	0.00	1,500.00	0.0
7204.000 Events	500.00	500.00	0.00	0.00	500.00	0.0
Acct Class: 5005 Office Expense						
7050.100 Off Exp-Supplies	1,000.00	1,000.00	451.93	0.00	548.07	45.2
7050.200 Off Exp-Postage	400.00	400.00	19.60	0.47	380.40	4.9
7050.400 Off Exp-Maint	1,850.00	1,850.00	682.85	143.51	1,167.15	36.9
Acct Class: 5010 Payroll						
7501.000 Payroll Expense	112,325.78	94,427.69	25,098.92	4,125.05	69,328.77	26.6
7513.000 Payroll-TAXES	9,604.14	8,234.94	2,105.57	284.28	6,129.37	25.6
7514.000 Payroll-Benefits	14,666.64	27,619.44	7,605.81	1,107.00	20,013.63	27.5
7516.100 Pension Cost (EJ)	5,344.81	5,651.94	994.49	197.02	4,657.45	17.6
7518.000 Workers Comp	10,708.94	9,148.22	14,068.93	0.00	-4,920.71	153.8
7530.000 Payroll Reimbursement	1,200.00	1,200.00	11.84	0.00	1,188.16	1.0
7552.000 Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0.0
7556.000 Uniforms	2,000.00	2,000.00	698.42	0.00	1,301.58	34.9
Acct Class: 5015 Travel/training/meals						
7550.000 Travel & Training	3,000.00	3,000.00	910.46	0.00	2,089.54	30.3
7551.000 Meals	500.00	500.00	506.00	0.00	-6.00	101.2
Acct Class: 5024 Professional Services						
7001.000 Accounting Audit/Review	3,000.00	3,000.00	2,250.00	0.00	750.00	75.0
7035.000 Advertising	500.00	500.00	0.00	0.00	500.00	0.0
7041.000 Legal	1,000.00	1,000.00	80.00	0.00	920.00	8.0
Acct Class: 5025 Contractual						
7026.000 Contract Services	3,000.00	3,000.00	244.50	32.50	2,755.50	8.2
Acct Class: 5030 Insurance, Liability						
7040.000 Insurance (Liability)	10,000.00	10,000.00	8,206.31	117.00	1,793.69	82.1
Acct Class: 5055 Utilities						
7105.000 Utilities - CSD	600.00	600.00	376.80	76.95	223.20	62.8
7105.100 Util-Telephone	5,000.00	5,000.00	1,448.42	337.27	3,551.58	29.0
7105.200 Util-Electric	2,860.00	2,860.00	787.86	143.69	2,072.14	27.5
7105.300 Util-Waste	480.00	480.00	160.00	0.00	320.00	33.3
7105.400 Utilities-Propane	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
Acct Class: 5075 Equipment						
7063.000 Fuel	10,000.00	10,000.00	792.91	194.11	9,207.09	7.9
7065.000 Vehicle Repair/Maintenance	4,500.00	4,500.00	474.64	15.27	4,025.36	10.5
Acct Class: 6000 Admin Overhead Alloc						
7002.000 Admin Overhead Alloc	27,149.60	27,950.32	14,980.55	1,701.85	12,969.77	53.6
Acct Class: 6010 Capital Expenditures						
7010.000 Capital Improvement	3,000.00	3,000.00	0.00	0.00	3,000.00	0.0
Less Reimbursement due from LAIF Savings	-3,000.00	-3,000.00	0.00	0.00	-3,000.00	0.0
Expenditures	239,689.91	232,922.55	85,639.22	8,475.97	147,283.33	36.8

For the Period: 7/2/2016 to 11/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 26 - COPS Grant						
Revenues						
Acct Class: 4001 Assessments & Revenues						
5075.000 Grant Income	115,000.00	115,000.00	20,322.51	11,532.39	94,677.49	17.7
Revenues	115,000.00	115,000.00	20,322.51	11,532.39	94,677.49	17.7
Expenditures						
Acct Class: 5010 Payroll						
7501.000 Payroll Expense	60,641.58	60,641.58	51,184.29	9,756.15	9,457.29	84.4
7513.000 Payroll-TAXES	5,012.64	5,012.64	4,239.60	746.34	773.04	84.6
7514.000 Payroll-Benefits	19,429.20	19,429.20	9,780.81	1,542.00	9,648.39	50.3
7516.100 Pension Cost (EJ)	2,569.63	2,569.63	1,083.46	211.25	1,486.17	42.2
7518.000 Workers Comp	5,287.95	5,287.95	5,241.79	0.00	46.16	99.1
7552.000 Employee Physical Exams-Shots	300.00	300.00	0.00	0.00	300.00	0.0
7556.000 Uniforms	500.00	500.00	0.00	0.00	500.00	0.0
Acct Class: 5015 Travel/training/meals						
7550.000 Travel & Training	4,000.00	4,000.00	0.00	0.00	4,000.00	0.0
7551.000 Meals	500.00	500.00	0.00	0.00	500.00	0.0
Expenditures	98,241.00	98,241.00	71,529.95	12,255.74	26,711.05	72.8

For the Period: 7/2/2016 to 11/30/2016

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

UnencBal

% Bud

Fund: 30 - LSCSD Fire Department

Revenues

Dept: 00

Acct Class: 4001 Assessments & Revenues

4001.100 Assmt/Revenue-Residential	49,360.00	49,360.00	24,720.00	0.00	24,640.00	50.1
4001.200 Assmt/Revenue-Standby	65,150.00	65,150.00	32,518.75	0.00	32,631.25	49.9
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	886.32	0.00	1,613.68	35.5
5075.000 Grant Income	7,500.00	7,500.00	0.00	0.00	7,500.00	0.0

Acct Class: 4050 Other Operating Revenues

4076.000 Fire Suppression Expansion Fee	316.00	316.00	158.00	158.00	158.00	50.0
5040.000 Gain on Sale of Equipment	38,000.00	38,000.00	0.00	0.00	38,000.00	0.0
5056.000 Warrant	5,000.00	5,000.00	552.40	0.00	4,447.60	11.0
5062.000 Event Donations	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0

Acct Class: 4055 Operational Income

4056.000 Misc-Non Operating Income	90,000.00	0.00	0.00	0.00	0.00	0.0
------------------------------------	-----------	------	------	------	------	-----

Acct Class: 4060 Interest

5081.000 Interest Earned-RSV	400.00	400.00	53.88	0.00	346.12	13.5
------------------------------	--------	--------	-------	------	--------	------

Dept: 45 Mutual Aid Strike Team

Acct Class: 4055 Operational Income

4080.000 Strike Team Revenues	0.00	115,165.00	19,672.07	16,251.62	95,492.93	17.1
-------------------------------	------	------------	-----------	-----------	-----------	------

Revenues

260,286.00	285,451.00	79,091.42	16,409.62	206,359.58	27.7
-------------------	-------------------	------------------	------------------	-------------------	-------------

Expenditures

Dept: 01 General Admin

Acct Class: 5000 General Operating Expense

7003.000 Bad Debt	0.00	0.00	6.30	0.00	-6.30	0.0
7033.000 Licenses, Permits, Fees	350.00	350.00	15.00	0.00	335.00	4.3
7034.000 Dues & Subscriptions	925.00	925.00	125.00	0.00	800.00	13.5
7051.000 Public Safety Supplies	5,000.00	5,000.00	0.00	0.00	5,000.00	0.0
7051.100 Mandatory Safety Equipment	10,000.00	10,000.00	0.00	0.00	10,000.00	0.0
7062.000 Repair & Maintenance	6,000.00	6,000.00	469.90	450.00	5,530.10	7.8
7064.000 Materials/Supplies/Small Tools	3,500.00	3,500.00	352.41	84.60	3,147.59	10.1
7204.000 Events	500.00	500.00	0.00	0.00	500.00	0.0

Acct Class: 5005 Office Expense

7050.100 Off Exp-Supplies	650.00	650.00	158.63	0.00	491.37	24.4
7050.200 Off Exp-Postage	100.00	100.00	2.03	2.03	97.97	2.0

Acct Class: 5010 Payroll

7501.000 Payroll Expense	100,705.60	27,300.00	10,196.84	2,373.00	17,103.16	37.4
7513.000 Payroll-TAXES	8,862.76	2,379.23	1,012.30	181.54	1,366.93	42.5
7518.000 Workers Comp	18,817.49	11,271.00	10,891.94	0.00	379.06	96.6
7530.000 Payroll Reimbursement	-33,107.21	0.00	11.84	0.00	-11.84	0.0
7552.000 Employee Physical Exams-Shots	1,200.00	1,200.00	0.00	0.00	1,200.00	0.0
7556.000 Uniforms	4,000.00	4,000.00	571.42	127.59	3,428.58	14.3

Acct Class: 5015 Travel/training/meals

7549.000 Vounteer FF Stipend	14,000.00	14,000.00	0.00	0.00	14,000.00	0.0
7550.000 Travel & Training	7,000.00	7,000.00	219.06	0.00	6,780.94	3.1
7551.000 Meals	1,500.00	1,500.00	158.20	0.00	1,341.80	10.5

Acct Class: 5024 Professional Services

7001.000 Accounting Audit/Review	840.00	840.00	630.00	0.00	210.00	75.0
7041.000 Legal	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0

Acct Class: 5025 Contractual

7026.000 Contract Services	2,000.00	2,000.00	394.50	32.50	1,605.50	19.7
----------------------------	----------	----------	--------	-------	----------	------

Acct Class: 5030 Insurance, Liability

7040.000 Insurance (Liability)	7,500.00	7,500.00	6,786.61	0.00	713.39	90.5
--------------------------------	----------	----------	----------	------	--------	------

Acct Class: 5055 Utilities

7105.000 Utilities - CSD	850.00	850.00	442.80	93.45	407.20	52.1
7105.100 Util-Telephone	650.00	650.00	410.15	196.95	239.85	63.1
7105.200 Util-Electric	4,400.00	4,400.00	840.05	156.74	3,559.95	19.1
7105.300 Util-Waste	480.00	480.00	160.00	0.00	320.00	33.3
7105.400 Utilities-Propane	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0

Acct Class: 5075 Equipment

7063.000 Fuel	8,000.00	8,000.00	2,209.77	306.86	5,790.23	27.6
7065.000 Vehicle Repair/Maintenance	15,000.00	15,000.00	18,819.47	0.00	-3,819.47	125.5
7075.000 VFA Grant Equipment	15,000.00	15,000.00	6,507.25	6,507.25	8,492.75	43.4

Acct Class: 6000 Admin Overhead Alloc

7002.000 Admin Overhead Alloc	27,149.60	27,950.32	14,980.55	1,701.85	12,969.77	53.6
-------------------------------	-----------	-----------	-----------	----------	-----------	------

Acct Class: 6010 Capital Expenditures

7010.000 Capital Improvement	113,000.00	113,000.00	32,474.00	-20.00	80,526.00	28.7
Less Reimbursement due from LAIF Savings	-113,000.00	-113,000.00	-32,474.00	20.00	-80,526.00	-28.7

Dept: 45 Mutual Aid Strike Team

Acct Class: 5010 Payroll

7501.000 Payroll Expense	0.00	80,285.00	65,911.01	0.00	14,373.99	82.1
7513.000 Payroll-TAXES	0.00	7,009.80	5,917.96	0.00	1,091.84	84.4
7518.000 Workers Comp	0.00	8,253.30	6,775.69	0.00	1,477.61	82.1

Expenditures

233,873.24	275,893.65	154,976.68	12,214.36	120,916.97	56.2
-------------------	-------------------	-------------------	------------------	-------------------	-------------

Grand Total Net Effect:

39,329.65	135,800.39	5,330.84	-17,024.19	-130,469.55
------------------	-------------------	-----------------	-------------------	--------------------

PROPOSED ORDINANCE No. _____

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA
COMMUNITY SERVICES DISTRICT REGARDING POLICE DEPARTMENT TAX.

- 1. First Reading/Introduction and Public Hearing – November 16, 2016**
- 2. Second Reading, Public Hearing and Adoption by Board – _____**



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

DRAFT

ORDINANCE NO. ____

The Board of Directors of the Lake Shastina Community Services District finds that the District is authorized by Government Code Section 61600(d), and by its formation petition, to provide police protection services, and it does so; and

The Board further finds that the costs of operating the Police Department are expected to exceed the funds currently available to pay same; and

The Board finds that the best way to remedy the expected deficiency is to levy a tax in the amounts set forth below, to be effective upon its approval by voters of the District, and will remain in effect until rescinded or revoked by the voters of the District, which tax reflects the actual cost of providing such services.

NOW, THEREFORE, IT IS ORDAINED AS FOLLOWS:

The Lake Shastina Community Services District shall levy a special tax for police protection services, to be effective upon approval by the voters of the District, in the amounts set forth below:

1. All parcels within the District, whether residential or non-residential, improved or unimproved, \$110.00 per year.
2. The following are exempt from this tax: any road, greenbelt, or any property belonging to any county, state, or federal government agency.
3. For the purposes of this ordinance, the following definitions shall apply:
 - A. "year" means the fiscal year;
 - B. "parcel" means a parcel of real property having a separate Assessor's Parcel Number, as shown on the secured tax rolls of the County of Siskiyou.
4. The Board recognizes that certain numbered residential lots within the District may have two Assessor's Parcel Numbers as shown on the secured tax rolls of the County of Siskiyou due to the fact that said residential lot is divided by Siskiyou County tax area boundary lines. In these cases, the lot is identified by only one Assessor's Parcel Number on District records, therefore, subject to a single tax as defined herein.
5. Upon the adoption of this tax, all District ordinances for fees, assessments, and other charges previously levied or approved by the District for police protection services, except those for the 2016-2017 fiscal year, are hereby rescinded, provided however, that the then current outstanding indebtedness for same shall not be deemed forgiven. If the tax adopted by this ordinance is at any time found to be invalid, the rescission of the most recent ordinance establishing the tax rate for police services shall be null and void, and it shall thereupon be reinstated.

6. This tax shall become effective immediately upon approval by the voters. During the 2016-2017 fiscal year, a prorated amount of this tax shall be levied from the first of the month immediately following the effective date of the measure.
7. Voter Approval Required: This Ordinance shall become effective only upon affirmative vote by a two-thirds majority of the eligible voters of the District pursuant to California Constitution, Article XIII A, Section 4 and Article XIII C, Section 2; California Government Code 53722; and Elections Code Section 9342.

It is hereby certified that the foregoing Ordinance No. _____ was duly introduced at a regular meeting of the Lake Shastina Community Services District on the 16th day of November, 2016 and adopted at a regular meeting of the Lake Shastina Community Services District on the _____ day of _____.

ROLL CALL VOTE:

AYES:

NOES:

ABSENT:

President

ATTEST:

Karl Drexel, Secretary

PROPOSED ORDINANCE No. ____-17

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT AMENDING ANIMAL CONTROL ORDINANCE 1-11.

1. First Reading/Introduction and Public Hearing – December 14, 2016

2. Second Reading, Public Hearing and Adoption by Board – January 18, 2017



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

DRAFT

ORDINANCE NO. __-17

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT AMENDING ANIMAL CONTROL ORDINANCE 1-11.

WHEREAS, the Board of Directors adopted Animal Control Ordinance 1-11 on December 21, 2011; and

WHEREAS, the District has, since the entry of that Ordinance, determined that it is necessary to modify Ordinance 1-11 with respect to Misdemeanor Violations.

NOW, THEREFORE BE IT ORDAINED by the Board of Directors that pertaining to:

Article 14, Section 14.01. – Dogs at Large;

Article 14, Section 14.02. – Dog Nuisances Prohibited;

Article 14, Section 14.03. – Public Nuisances Prohibited, and

Article 15, Section 15.03. – Interference with Officials

each section shall be modified to read as follows: “any violation of the provisions of this section shall be an infraction or a misdemeanor”.

And, adding these three words to each section above shall not change any other penalties prescribed in Animal Control Ordinance No. 1-11.

It is hereby certified that the foregoing Ordinance No. __-17 was duly introduced at a special meeting of the Lake Shastina Community Services District on the 14th day of December, 2016 and adopted at a regular meeting of the Lake Shastina Community Services District on the 18th day of January, 2017.

ROLL CALL VOTE:

AYES:

NOES:

ABSENT:

Lake Shastina Community Services District by:

President

ATTEST

Karl Drexel, District Secretary



Lake Shastina Fire Department

16309 Everhart Drive
Weed CA 96094

For the Month of November LSFD had a total of 26 calls which included

- 5 Public Assists
- 12 Medical Aids (1 CPR in progress) (1 choking victim)
- 3 Structure Fires
- 3 Traffic Collisions
- 3 Vegetation Fires

I have started to include the CPR calls in my board reports to point out how often they are occurring. The reason being is I want to show the importance of having an immediate response on these types of incidents.

Timeline of CPR

- 0 to 4 minutes, unlikely development of brain damage
- 4 to 6 minutes, possibility of brain damage
- 6 to 10 minutes, high probability of brain damage
- 10 minutes and over, probably brain damage

November marked LSFD's fastest average response time since we started recording this statistic. Counting all 26 calls we averaged a response time of 32 seconds.

With the season changing we have noticed an increase in traffic collisions primarily on Big Springs Rd. For the entire month of November we responded to 3 traffic collisions and during the first week of December we responded to 4 more. LSFD urges the public to shut off their phones while driving as it appears the majority of these are the results of distracted driving.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: DECEMBER 14, 2016

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: DECLARE SURPLUS EQUIPMENT

Declare Fire Rescue truck and old command vehicle as Surplus Equipment for the purpose of selling it on the open market

BACKGROUND:

The LSCSD Fire Department's Rescue Truck is a 1996 International 4700 series Rescue vehicle. All rescue equipment has been removed and placed in 3110. The truck has only three seats and carries no water. Often water is needed at a rescue scene, which requires another truck to be dispatched anyhow. Additionally, there is no rental value or strike team value for this vehicle. If the truck is declared surplus equipment, it can be sold on the open market without having to go through a government auction house. Estimated book value is \$15,000 to \$20,000.

Previously, the Board approved the sale of engine 3110, which now carries rescue equipment, seats five firefighters, carries 350m gallons of water and is a 2005 vehicle. In further discussions with the Fire Chief, we determined that Engine 3110 has intrinsic value for strike team revenue at this time. It is a Type 6 engine and on the strike team list. It was not the first engine out this year and only made \$4500, but it is in demand for strike teams and brought in over \$25,000 in 2014. The rescue truck has no such value and does not have the necessary specifications for continued use as a rescue vehicle. For these reasons, I have decided not to sell 3110 and to sell 3140.

Additionally, we replaced the Command Vehicle making the old command Exhibition surplus. We plan on selling it at auction as is; basically for parts and the auction house assumes all liability.

RECOMMENDATION:

Staff recommends the Board authorize both the rescue truck and the old Ford Exhibition be declared surplus equipment and authorize the Fire Department to sell them through the most appropriate venue.

Lake Shastina Police Department

Inter-Office Memo

5

Lake Shastina C.S.D. Board Report

November 2016

Lake Shastina Police Department responded to approximately 38 calls during the month of November. This is a decrease in the number of calls.

Disturbance – 5	Vandalism – 1	Traffic – 2
SCAMS – 2	Medical Aid Assist – 1	Civil Matter – 4
Parking Problem – 2	Dogs at Large – 1	Burglary – 1(Unfounded)
Arrests – 2	Welfare Check – 1	Stolen Vehicle – 1(Unf.)
S.C.A.R. - 2		

In addition, there were four citizen assist calls and seven calls to assist other agencies.

The police department received two Suspected Child Abuse Reports. These are completed by mandated reporters and sent to the PD for investigation and disposition. Both cases have been successfully closed.

There was one update for a sex offender registration.

There was a report of Illegal Door-Door Meat Sales. Upon investigation, one subject was arrested for a Felony Warrant. Both subjects were advised to leave the area until proper county licenses have been obtained.

Late November we received a report of a Neighbor Disturbance which reached the level of and ADW (Assault with a Deadly Weapon). The suspect barricaded himself inside his residence. Officers forced entry and the intoxicated offender was arrested and booked for multiple charges.

P.O.S.T. requires that all Peace Officers assigned to patrol, traffic or investigations complete Perishable Skills and Communications Training. During November our officers were able to complete Fourteen Hours of training in Arrest and Control, Driver Training and Awareness, Tactical Firearms and Tactical Communications.



Stan Beck

Lake Shastina Police Department

Inter-Office Memo

September 27, 2016

(4) Perishable Skills/Communications Requirement for CPT

Effective January 1, 2002, all peace officers (except reserve officers) below the middle management position and assigned to patrol, traffic, or investigation who routinely effect the physical arrest of criminal suspects are required to complete Perishable Skills and Communications training. In-lieu of completing the training, the requirement may be met by successfully passing a presenter-developed test that measures the approved training objectives.

(A) **Perishable Skills training** shall consist of a minimum of 12 hours in each two-year period. Of the total 12 hours required, a minimum of 4 hours of each of the three following topical areas shall be completed:

1. Arrest and Control
2. Driver Training/Awareness or Driving Simulator*
3. Tactical Firearms* or Force Options Simulator

*Refer to PAM Section D-2 for minimum requirements.

(B) **Communications training**, either tactical or interpersonal, shall consist of a minimum of 2 hours in each two-year period as specified in PAM Section D-2.

It is recommended that managers and executives complete, within their two-year compliance cycle, two hours of CPT devoted to updates in the perishable skills topical areas enumerated above.

(C) Exemptions

Agencies may request an exemption from all or part of the Perishable Skills and Communications training requirement. Agencies must request an exemption in writing and provide an attestation that their peace officers do not carry firearms, or they infrequently interact with or effect physical arrests of criminal suspects, or do not utilize marked emergency vehicles during normal course of business.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: DECEMBER 14, 2016

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: POLICE DEPARTMENT UPDATE

Update Board on Police Department

BACKGROUND:

As you know I have been in discussions with Mike Wilson to fill the position of full time Police Chief for Lake Shastina Police Department. Negotiations were ongoing through the elections. When the County erred in the tally for Measure B and it appeared Measure B was not going to pass, Wilson approached me and said he did not feel it would be prudent or fiscally responsible to the Department and to the District to take on the position of full time Police Chief. It would have restricted our ability to hire new officers and develop reserves for future capital expenses. Since then, after Measure B passed, Mike and I discussed the position in detail and he agreed to come on board. I have hired Mike Wilson to a three year contract to be a full time Police Chief/Uniformed Officer for the LSPD. He will be sharing regular shifts and on-call duty with Rusty Owens as soon as possible. He will be starting full time on February 1st, but will be taking on full shifts prior to that time. I have also brought on board two consultants for their expertise and resources to help speed up the hiring of at least two NEW officers. The new consultants are Rick Alves, former LSPD police Chief and former Siskiyou County Sheriff, Rick Riggins. They are coming on board with the full support and appreciation of the existing police staff and at no cost to the PD.

We are looking for a replacement patrol vehicle and probably a third vehicle for patrol, and have located what we feel are two very good possibilities. I will know more over the coming weeks. I want a good, safe and well maintained vehicle for each officer and a chief's vehicle. I believe we are small enough that each officer can have their own vehicle, except any part-time or reserve officers.

We have a possible new hire going through medical and psych evals now, and are seeking additional new applicants. I have authorized reducing the shift hours for Rusty from 12 hours to 8 hours with the additional hours being on-call hours. I am in discussions with Chief Wilson about possibly making this a permanent shift change. I am negotiating with the County for additional assistance to cover some of the on-call hours, as well.

RECOMMENDATION:

No Recommendations at this time.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: DECEMBER 14, 2016

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: GREEN WASTE DROP OFF AND BURN SITE

Update Board on status of Green Waste Drop Off and Burn Site

BACKGROUND:

The LSCSD instituted Ordinance 1-00 in April 2000 to codify the use of the sewer pond site for a green waste site for the community to dispose of green waste and for the purpose of Fire Department and Public Works staff wildland fire training. The wildland fire training has not been a part of the waste site burning for a number of years. As reported, the current waste site program is a costly program to the District's Public Works and Fire Department. I have met and conferred with Lake Shastina Fire Safe Council representatives regarding assistance in the future. John McPhee contacted a local contractor to look at the site for suggestions for future operations of the site. Chipping the green waste if separated in the future might be a possibility, but we have not received any accurate costs or potential markets for the chips. The Fire Safe Council continues to look for ways to assist the CSD staff and volunteers with the burn site and to investigate other options. The Public Works Department has separated the large pile into four somewhat manageable piles and we will be getting a burn permit soon and will burn each of the piles separately over a period of a few weeks. The Fire Department will be assisting in the burn, and Cal Fire has said they will check on the fires on occasion.

RECOMMENDATION:

Staff has no recommendations at this time

VERBAL

7. Drinking Water Wells – Appoint Ad Hoc Committee to review and recommend new site locations (Dir. Layne)
 - A. Update on Well #4 Retrofit. Verbal Report (GM Drexel)

VERBAL

8. Sewer Lift Station – Update on Lift Station B-115 retrofit. Verbal Report (GM Drexel)

Lake Shastina Community Services District Attachment 1a – Plan of Study

OVERVIEW:

Plan of Study

1. CEQA Environmental Review
2. Alternative Evaluation and Conceptual Design
3. Engineers Report
4. Water Users Rate Study
5. Prioritization and Ranking
6. Lake Shastina System Improvements
 - a. Reline water storage tanks and replace cathodic protection system – 4 Tanks
 - b. Transportable Backup Generator and Quick Connect wiring at each well and pump station
 - c. Drill 3 to 4 test wells for possible construction of 2 new municipal wells for drought protection and long term capacity
 - d. Solar Systems to offset electric costs of wells and booster stations
 - e. Refurbish six booster stations with energy efficient pumps and VFDs
 - f. Renovate Well #9 for energy efficiency and increased capacity
 - g. Renovate Well #4 for energy efficiency and increased capacity
 - h. SCADA system to automate wells, tank levels, flows and booster pumps
 - i. Replace meters to meet new standards and improve monitoring
 - j. Replace several hydrants for fire protection

Budget

1. Environmental Documentation (CEQA & NEPA, as needed): \$ 75,000

Environmental review for additional wells – Lake Shastina will be responsible for this submittal

Environmental documents specific to the final Project will be prepared and will meet the general requirements of the California Environmental Quality Act (CEQA) with NEPA component per CWSRF requirements. Several technical studies will be conducted in order to obtain adequate baseline conditions from which to develop significance criteria and thresholds, and from which to implement an adequate impact analysis. These studies may include, but are not limited to the following: cultural resources surveys, historical and cultural resources background information searches, with among others the Native American Heritage Commission, Karuk Tribe, Shasta Nation, Quartz Valley Indian Reservation, Alturas Rancheria, Pitt River Tribe, and Cortina Rancheria, possible cultural resource assessments, a traffic study, noise study, air quality study, biological resources surveys (aquatic, fisheries, wetland, botanical, terrestrial, and fisheries resources), habitat mapping, tree surveys, hydrology and water quality analyses, soil percolation and groundwater study, general soils survey and assessment, geological evaluation, land use

assessment, hazardous materials evaluation, evaluation of public services and utilities, recreation assessment, population, housing and growth analyses, and an evaluation of climate change issues (per AB 32).

2. Alternative Evaluation and Conceptual Design 55,000

Alternative Evaluations/Conceptual Design/Preliminary Engineering Report – Lake Shastina will be responsible for this submittal

An evaluation of the following options will be conducted for addressing the District’s current deficiencies:

1. Determine the best alternative sites for optimum drinking water production capacity and cost by equipment and power sources
2. Determine best alternative material and process for lining tanks
3. Determine the best alternative equipment, cost and operational expense for refurbishing existing wells and constructing new wells.
4. Determine the best alternative alarm and monitoring system and cost benefits

The conceptual Design and Project Report will be prepared in compliance with CWSRF Policy. Specifically this will meet the requirements of Section IX.A of the CWSRF Policy and will be sufficient to allow the District to process an application for CWSRF construction financing, if they so choose. The Project Report will summarize the alternatives analysis and further elaborate on the likely components of the Preferred Project identified in the Alternatives Evaluation Report.

3. Engineers Project Report 120,000

The Final Engineers Project Report for Construction Funding – Lake Shastina will be responsible for this submittal (See Above)

4. Improvement Prioritization and ranking 35,000

Prioritize site location based on easements, ease of construction and cost for pipeline extensions, booster pumps, and well renovations. – Lake Shastina will be responsible for this submittal

5. Water Users Rate Study 35,000

Lake Shastina will be responsible for contracting for a Drinking Water Users Rate Study to determine the need for long term sustainability and capital improvements through rates and connection fees.

6. Plan and Specifications for new wells, well renovations and booster Station renovation 95,000

Conceptual design and specifications for the construction of two new wells. Conceptual design and specifications for renovation of wells #4 and #9. Conceptual design and specifications for six booster station renovations. – SHN Engineering and Lake Shastina will be responsible for this submittal

7. Legal Expenses 35,000

Consulting and review of all documentation for contacting, environmental documentation, agreements, and permitting – Lake Shastina will be responsible for this.

8. SCADA Design 60,000

Conceptual design and specifications for a complete system SCADA monitoring and alarm system. – Lake Shastina will be responsible for this submittal

9. Administration – 10% 50,000

10. Construction Funding Application 15,000

CWSRF Application Items – Lake Shastina will be responsible for this submittal

A Construction Application will be prepared in compliance with CWSRF Policy. In conjunction with the Project Report, CEQA document and Permitting prepared per item 1 a complete application for construction funding will be produced meeting the requirements of Section IX of the CWSRF Policy and submitted to the CWSRF.

\$ 500,000

*The Lake Shastina System service area has been designated as Disadvantaged Community and is requesting a waiver from the 50% local cost share requirement.

SCHEDULE:

See Attachment 1b

PROJECT SUMMARY:

The Lake Shastina Community Services District (LSCSD) was formed under Government Code §61000 in 1978 by Resolution 286 of the Siskiyou County Board of Supervisors for the purpose collection, storage and distribution of Drinking water for the rural community of Lake Shastina in Weed, CA. The Lake Shastina service area is a Disadvantaged Community as defined by the SWRCB. The Lake Shastina system is a series of three working wells, four storage tanks, seven booster stations, and one abandoned well throughout Lake Shastina.

Due to the age of the water system, one well and 1 booster stations station have had to be renovated on emergency basis, but current and future Capital Improvement Plans call for several additional

improvement projects. The Lake Shastina Drinking Water System Rehabilitation and Upgrade Project addresses improvements in safety and environmental security in the distribution system, long term capacity issues, reduction in energy usage, and needed capacity improvements for protection against future drought conditions. The Planning grant would provide the first stages of implementing the required documentation in order to move forward toward a construction funding application with the Lake Shastina Drinking Water System Rehabilitation and Upgrade, including, but not limited to a CEQA Environmental Review for additional municipal wells, a comparative alternative analysis, an Engineer's report covering the upgrades to the existing system as well as new improvements, preliminary design and conceptual plan, legal review, plans for wells and booster station repairs and development of a new SCADA alarm and monitoring system.

Task 1

The proposed project includes the drilling of 3 or 4 test wells for the determination of ground water reliability, start rehabilitation on storage tanks, and replace the cathodic protection system

The project will provide for drilling and casing three or four test wells, and for contracting with diving firms to inspect and advise on best alternative for lining four storage tanks and replacing the cathodic protection system..

The Planning Grant will help develop CEQA Environmental Review and Report where necessary and Categorical and Statutory Exemptions where available.

Task 2

This project will also rehabilitate the distribution and delivery system, including retrofitting and renovating 6 booster station pumps, new electrical controls, variable frequency drive motors, a SCADA monitoring, controlling and alarm system, and a solar array to offset energy usage. It will also provide a portable 480 v generator and hard wired quick connect switches in case of power outages and other emergency situations. The planning grant will help in developing plans and specifications for the construction of two new wells, renovating six booster stations and renovating two wells.

Task 3

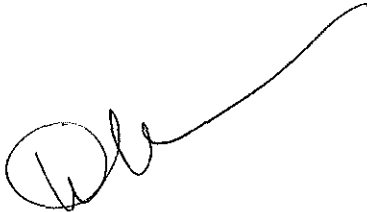
This project will automate the entire system with a state of the art Supervisory Control and Data Acquisition System to reduce operating costs, manage flows and be able to respond to emergency alarms remotely.

Planning Grant allows for specification and conceptual design of a SCADA System.

**LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

MEMORANDUM

TO: LSCSD Board of Directors

FROM: Debbie Nelle, Senior Accounting Clerk 

DATE: December 8, 2016

RE: Amendment of Trustees for LSCSD Money Purchase Pension Plan (MPPP)

This is to consider the amendment of the qualified retirement plan for the benefit of the employees of Lake Shastina Community Services District. The LSCSD Money Purchase Pension Plan and Trust requires approval of Trustees to transact the business of the plan. This retirement plan is for the benefit of the Police Department employees. The current Trustees are Mike French, Barbara Thomsson and Roxanna Layne. A Resolution is necessary to make amendments to the retirement plan. This amendment will remove current Trustee Mike French and any others that may not want to continue as Trustees from the plan. The Resolution will also appoint new Trustees as approved by the Board. All named Trustees are required to approve and sign for any transactions involving the LSCSD Money Purchase Pension Plan.

Recommend to approve 1 or more new Trustees to the MPPP to replace previous Trustee(s), for a total of 3 Trustees. This amendment will be effective in 30 days, January 14, 2017. Upon approval of the Trustee changes, notices will be sent to participating employees and former Trustees.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

DRAFT RESOLUTION 12-16

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT UPDATING TRUSTEES OF THE DISTRICT MONEY PURCHASE PENSION PLAN AND TRUST.

WHEREAS, the Board of Directors deem it to be in the best interest of this entity to change the Trustees of Lake Shastina Community Services District Money Purchase Pension Plan and Trust.

NOW, THEREFORE, BE IT RESOLVED that effective December 14, 2016, _____,
_____ and _____ be appointed as Trustee of Lake Shastina Community
Services District Money Purchase Pension Plan; and

FURTHER RESOLVED, that Mike French and _____ (Roxanna Layne, if not appointed above /
Barbara Thomsson, if not appointed above) be removed as Original Trustee of said Trust.

I hereby certify that the forgoing is a full, true and correct copy of Resolution 12-16 duly passed and adopted by the Board of Directors of the Lake Shastina Community Services District, Siskiyou County, California, at a meeting thereof duly held on the 14th day of December, 2016, by the following vote:

AYES:
NOES:
ABSENT:

ATTEST:

Barbara Thomsson, President

Karl Drexel, Secretary

VERBAL

11. Election of Officers for 2017 Calendar Year
 - A. President
 - B. Vice President

12. Consideration of the Police Chief Agreement and Introduction of Police Chief (GM Drexel)

There was no Board packet document for this item.