



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

AGENDA

Wednesday, January 17, 2024

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:

LSCSD Roll Call: Directors: Chandler ____ Cupp ____ MacIntosh ____ Mitchell ____ Thompson ____

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

ADJOURN TO CLOSED SESSION:

CLOSED SESSION:

- A. Personnel (Gov. Code Section 54957) Public Employee Performance Evaluation: General Manager
- B. Public Employee Performance Evaluation (Gov. Code Section 54957) Police & Fire Chiefs
- C. Conference with Legal Counsel – Existing Litigation (Gov. Code Section 54956.0(b). (case :23SC12267, Vrable VS LSCSD)

RETURN TO OPEN SESSION:

LSCSD Roll Call: Directors: Chandler ____ Cupp ____ MacIntosh ____ Mitchell ____ Thompson ____

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.

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

1. CONSENT ITEMS:

- A. Approval of Minutes: December 20, 2023
- B. Ratification of Disbursements: December 1 through 31, 2023
- C. Budget Comparison: FY 2023/24
- D. Accounts Receivable Aging Report
- E. Department Written Reports
 - 1. Fire Department
 - 2. Police Department
 - 3. Sewer Department
 - 4. Water Department

DISCUSSION / REPORTS: ACTION ITEMS:

- 2. Public Works Trailer Lease (RT)
- 3. Boards Committees and Assignments (CC)
- 4. Review of 2023 Goals and Establish 2024 Goals (CC)
- 5. Rate Study Workshop (RT)

STAFF COMMENTS:

BOARD MEMBER COMMENTS:

ADJOURNMENT: The next LSCSD Regular Meeting is scheduled to be held on February 21, 2024 at 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, December 20, 2023
Closed Session 12:00 p.m. /Open Session 1:00 p.m.
UNAPPROVED MINUTES

CALL TO ORDER AND ROLL CALL: 12:00 p.m.

LSCSD Board Roll Call: Chandler Cupp MacIntosh Mitchell Thompson

PUBLIC COMMENTS: None

CLOSED SESSION:

- A. Personnel (Gov. Code Section 54957) Public Employee Performance Evaluation
- B. Conference with Legal Counsel – Existing Litigation (Gov. Code Section 54956.0(b). (case: 23SC12267, Vrable VS LSCSD)

ADJOURN TO CLOSED SESSION: 12:34 p.m.

CALL TO ORDER AND ROLL CALL: 1:00 PM

LSCSD Board Roll Call: Chandler Cupp MacIntosh Mitchell Thompson

Also present: PC Bullington, SAC DeBon and AA Phonepaseuth. There were approximately 5 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

REPORT ON CLOSED SESSION: Direction given to staff.

PUBLIC COMMENTS: None

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

1. A. Approval of Minutes: November 15, 2023
- B. Ratification of Disbursements: November 1 through 30, 2023
- C. Budget Comparison: FY 2023/24
- D. Department Written Reports
 1. Fire Department
 2. Police Department
 3. Sewer Department
 4. Water Department

Motion by Dir. Thompson, second by Dir. Chandler, to approve Consent Calendar.

Ayes: Directors Chandler, Cupp, MacIntosh, Mitchell, and Thompson

Noes: None

Absent: None

DISCUSSION / REPORTS / ACTION ITEMS:

2. Update on Board Policies

Motion by Dir. MacIntosh, second by Dir. Cupp, to approve the revisions on Board Policies as discussed.

Ayes: Directors Chandler, Cupp, MacIntosh, Mitchell, and Thompson

Noes: None

Absent: None

3. Funding Water Planning

Motion by Dir. Cupp, second by Dir. Thompson, to allow work on the design and planning of water system improvements to stop on 1 January 2024.

Ayes: Directors Chandler, Cupp, MacIntosh, Mitchell, and Thompson

Noes: None

Absent: None

4. Medical Clinic – **Discussed.**

5. GM Search – **Discussed.**

6. Election of LSCSD Board Officers for 2024 Calendar year effective 12/20/2023.

Nomination by Dir. Mitchell for Carol Cupp as President. Nomination by Norm MacIntosh for Karla Chandler as President, Dir. Chandler declined.

Ayes: Directors Chandler, Cupp, Mitchell, and Thompson

Noes: None

Present: MacIntosh

Nomination by Rick Thompson for Paula Mitchell as Vice President

Ayes: Directors Chandler, Cupp, MacIntosh, Mitchell, and Thompson

Noes: None

Present: None

Nomination by Paula Mitchell for Karla Chandler as Secretary/Treasurer/Clerk until we have a General Manager.

Ayes: Directors Chandler, Cupp, MacIntosh, Mitchell, and Thompson

Noes: None

Present: None

STAFF COMMENTS: None.

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT: With no objections by the Board, Pres. Mitchell adjourned the meeting at 2:40 PM. The next LSCSD Regular Board Meeting to be held on January 17, 2024 1:00 p.m. at the Administration Building.

Approval Date: January 17, 2024

Carol Cupp, President

ATTEST:

Karla Chandler, 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 December 1-31,2023 for a total of: " \$ 189,578.03

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

Submitted for 'December 2023	\$ 189,578.03
-------------------------------------	----------------------

Expenses - Regular Checks Mechanics Bank Account	\$ 93,378.20
Expenses - Payroll & Liability Checks Mechanics Bank Account	\$ 96,199.83
<u>Subtotal</u>	<u>\$ 189,578.03</u>
<u>Total CSD Expenses</u>	<u>\$ 189,578.03</u>

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
 ACCOUNTS PAYABLE - MECHANICS BANK

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10	15	20	25	26	27	30	31
						General	Sewer	Water	Police	COPS	Wellness Grant	Fire	SAFER
12/1/2023	1744	XIO, Inc.	482.00	482.00				482.00					
12/5/2023	1751	Pacific Power	9,674.77	9,674.77		887.01	2,877.12	5,834.62	19.00			57.02	
	1754	Xpress Bill Pay	90.50	90.50		90.50							
12/6/2023	1746	FIRST NATIONAL BANK OMAHA	30.00	30.00		30.00							
	1747	FIRST NATIONAL BANK OMAHA	1,285.73	1,285.73								1,285.73	
	1748	FIRST NATIONAL BANK OMAHA	1,061.19	1,061.19		886.76				174.43			
	1749	FIRST NATIONAL BANK OMAHA	1,052.97	1,052.97			243.80	809.17					
	1750	FIRST NATIONAL BANK OMAHA	2,262.80	2,262.80					218.29	2,044.51			
12/14/2023	1752	DMV	789.00	789.00								789.00	
	26229	Cal Ore Telephone	687.99	687.99		192.20	68.55	68.56	337.32			21.36	
	26230	Coral Luqin	375.00	375.00					375.00				
	26231	CSDA	8,187.00	8,187.00		8,187.00							
	26232	Government Training Agency	525.00	525.00						525.00			
	26233	Harvest Printing	988.85	988.85		988.85							
	26234	Jon Erickson	500.00	500.00								500.00	
	26235	Karole Meeks	600.00	600.00					600.00				
	26236	Lake Shastina Golf Resort	99.22	99.22						99.22			
	26237	Matthew Sadler	8.90	8.90					8.90				
	26238	Napa Auto Parts	184.20	184.20			21.83	21.84		140.53			
	26239	Pace Analytical Services	2,020.30	2,020.30			509.46	1,510.84					
	26240	Prentice Long, PC	525.00	525.00		525.00							
	26241	Roto Rooter Plumers	176.00	176.00		176.00							
	26242	Shasta Valley Tire Service	2,922.07	2,922.07			615.79	615.80				1,690.48	
	26243	SHN Consulting Engineers	7,759.25	7,759.25				7,759.25					
	26244	Siskiyou Disposal	355.00	355.00		125.00	62.50	62.50	26.25			78.75	
	26245	Steve Pappas	1,562.93	1,562.93								1,562.93	
	26246	SWRCB	12,177.00	12,177.00			12,177.00						
	26247	Turners Carpets Ect.	880.00	880.00								880.00	
	26248	Western Business Products	124.66	124.66		124.66							
	26249	Yankee Hill Machine Co.	2,048.24	2,048.24					2,048.24				
	26250	Payroll Checks (Live Checks)	2,653.65		2,653.65		1,131.86	1,521.79					
	26251	Payroll Checks (Live Checks)	1,417.77		1,417.77							1,417.77	
	26252	Payroll Checks (Live Checks)	1,022.04		1,022.04							1,022.04	

**LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - MECHANICS BANK**

					10	15	20	25	26	27	30	31	
Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	General	Sewer	Water	Police	COPS	Wellness Grant	Fire	SAFER
	26253	Payroll Checks (Live Checks)	1,022.04		1,022.04							1,022.04	
	26254	Payroll Checks (Live Checks)	1,396.24		1,396.24							1,396.24	
	26255	Payroll Checks (Live Checks)	1,328.81		1,328.81							1,328.81	
	26256	Payroll Checks (Live Checks)	1,123.79		1,123.79							1,123.79	
	231210012	CalPERS	7,010.96		7,010.96	1,050.95	918.86	749.95	2,457.55	652.06		679.89	501.70
	231210013	EDD EFT	1,333.33		1,333.33	270.76	182.81	147.33	479.48	168.20		50.26	34.49
	231210014	EFTPS EFT	3,470.89		3,470.89	654.55	576.47	447.10	1,429.94	94.58		116.91	151.34
	231210001-12	MB EFT - Payroll Checks (Direct Deposits)	28,735.53		28,735.53	5,383.17	4,314.73	3,410.06	9,452.62	2,683.94		1,976.81	1,514.20
12/28/2023	1755	Quil	252.72	252.72		219.10	16.81	16.81					
	26257	Chris Pappas	245.50	245.50								245.50	
	26258	Cross Connections Emergency	11,242.73	11,242.73								11,242.73	
	26259	Don R. Erickson Oil, Inc.	4,973.80	4,973.80		996.74	530.41	530.41	1,821.64			1,094.60	
	26259	Don R. Erickson Oil, Inc.	4,973.80	4,973.80		996.74	530.41	530.41	1,821.64			1,094.60	
	26261	Municipal Emergency Services	3,473.07	3,473.07								3,473.07	
	26262	Personnel Preference	91.50	91.5			45.75	45.75					
	26263	Sisiikyou Technology Consultants	2,862.04	2,862.04		2,862.04							
	26264	Steve Pappas	452.61	452.61								452.61	
	26265	Suburban Propane	773.44	773.44					193.36			580.08	
	26266	Wesley Hanna	3,495.00	3,495.00					3495.00				
	26267	Will Johnson Electric	1,062.00	1,062.00			1062.00						
	26268	Hue & Cry	44.42	44.42		44.42							
	26274	Payroll Checks (Live Checks)	2,319.75		2,319.75		1,532.83	786.92					
	26275	Payroll Checks (Live Checks)	10.96		10.96							10.96	
	26276	Payroll Checks (Live Checks)	21.94		21.94							21.94	
	26277	Payroll Checks (Live Checks)	831.93		831.93							831.93	
	26278	Payroll Checks (Live Checks)	493.83		493.83							493.83	
	26279	UNION DUES	632.72		632.72	209.00	128.35	98.65	130.48	66.24			
	231224020	Aflac	150.72		150.72		14.72	9.60	126.40				
	231224021	CalPERS	7,078.40		7,078.40	1,050.95	915.69	866.32	2,411.79	652.06		679.89	501.70
	231224022	EDD EFT	1,667.89		1,667.89	389.73	202.11	240.66	332.29	213.11		244.33	45.66
	231224023	EFTPS EFT	4,558.10		4,558.10	858.73	618.39	590.70	961.21	131.07		1,192.93	205.07
	2312224001-019	MB EFT - Payroll Checks (Direct Deposits)	27,918.54		27,918.54	6,402.84	2,859.76	3,435.86	8,416.25	3,011.91		1,976.81	1,815.11
			189,578.03	93,378.20	96,199.83	33,602.70	32,158.01	30,592.90	37,162.65	10,656.86	-	40,635.64	4,769.27

LAKE SHASTINA COMMUNITY SERVICES DISTRICT

1C

December 2023 Detailed Budget Comparison 2023/2024 YTD

1/10/2024

REVENUE/EXPENDITURE REPORT

For the Period: 7/1/2023 to 12/31/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud	
Fund: 10 - LSCSD General Fund							
Revenues							
10-00-4055.000	Misc Operational Income	315.00	315.00	145.00	0.00	170.00	46%
10-00-4056.000	Misc-Non Operating Income	105.00	105.00	0.00	0.00	105.00	0%
10-00-4070.000	Antenna Lease Revenue	26,250.00	26,250.00	13,118.66	884.08	13,131.34	50%
10-00-5050.000	Transfer Fees	5250.00	5250.00	1420.00	160.00	3830.00	27%
10-00-5080.000	Interest Earned-OPS	52.50	52.50	0.00	0.00	52.50	0%
10-00-5081.000	Interest Earned-RSV	525.00	525.00	0.86	0.00	524.14	0%
Dept: 22 Medical Clinic							
10-22-4053.000	Medical Clinic Revenue	60,264.00	60,264.00	25,110.00	0.00	35,154.00	42%
Dept: 23 Green Waste Site							
10-23-4055.000	Misc Operational Income	2,100.00	2,100.00	240.00	0.00	1,860.00	11%
Revenues		94,861.50	94,861.50	40,034.52	1,044.08	54,826.98	42%

Expenditures

Dept: 01 General Admin

10-01-7002.000	Admin Overhead Alloc	-387,633.060	-387,633.060	-144,404.73	-22,671.22	-243,228.33	37%
10-01-7010.000	Capital Improvement	20,000.00	20,000.00	14,928.72	0.00	5,071.28	75%
Less Reimbursement due from LAIF Savings		-20,000.00	-20,000.00	-14,928.72	0.00	-5,071.28	75%
10-01-7026.000	Contract Services	76,020.00	76,020.00	25,905.23	3,102.23	50,114.77	34%
10-01-7033.000	Licenses, Permits, Fees	5,250.00	5,250.00	2,856.02	287.50	2,393.98	54%
10-01-7034.000	Dues & Subscriptions	5,250.00	5,250.00	4,162.88	4,118.50	1,087.12	79%
10-01-7035.000	Advertising	184.80	184.80	749.00	260.00	-564.20	405%
10-01-7040.000	Insurance (Liability)	3,437.11	3,437.11	0.00	0.00	3,437.11	0%
10-01-7041.000	Legal	6,300.00	6,300.00	6,190.00	0.00	110.00	98%
10-01-7050.100	Off Exp-Supplies	8,400.00	8,400.00	1,805.15	474.72	6,594.85	21%
10-01-7050.200	Off Exp-Postage	6,825.00	6,825.00	2,797.40	0.00	4,027.60	41%
10-01-7050.400	Off Exp-Maint	840.00	840.00	255.21	105.30	584.79	30%
10-01-7062.000	Repair & Maintenance	525.00	525.00	167.37	159.63	357.63	32%
10-01-7063.000	Fuel	157.50	157.50	33.86	0.00	123.64	21%
10-01-7064.000	Materials/Supplies/Small Tools	5,250.00	5,250.00	1,015.91	0.00	4,234.09	19%
10-01-7065.000	Vehicle Repair/Maintenance	63.00	63.00	419.90	0.00	-356.90	667%
10-01-7101.000	Property Taxes	126.00	126.00	126.00	126.00	0.00	100%
10-01-7105.000	Utilities - CSD	95.00	95.00	303.78	0.00	-208.78	320%
10-01-7105.200	Util-Electric	5,250.00	5,250.00	1,458.50	390.51	3,791.50	28%
10-01-7105.400	Utilities-Propane	87.50	87.50	87.50	0.00	0.00	100%
10-01-7105.600	Utility - Internet	1,365.00	1,365.00	512.56	128.14	852.44	36%
10-01-7204.000	Events	2,000.00	2,000.00	520.00	520.00	1,480.00	26%
10-01-7501.000	Payroll Expense	262,500.00	262,500.00	106,057.44	10,847.48	156,442.56	40%
10-01-7513.000	Payroll-TAXES	3,150.00	3,150.00	1,934.64	388.76	1,215.36	61%
10-01-7514.000	Payroll-Benefits	57,750.00	57,750.00	20,535.00	2,885.27	37,215.00	36%
10-01-7516.200	Pension Cost (CalPERS)	23,100.00	23,100.00	7,739.77	773.63	15,360.23	34%
10-01-7516.400	CalPERS Fees	122.40	122.40	122.40	0.00	0.00	100%

10-01-7516.500	CalPERS UAL Expense	15,578.48	15,578.00	15,578.00	0.00	0.00	100%
10-01-7518.000	Workers Comp	30,000.00	30,000.00	8,098.87	924.33	21,901.13	27%
10-00-1104.000	Due from LSPOA	-105,000.00	-105,000.00	-32,872.02	3,986.02	-72,127.98	31%
10-01-7550.000	Travel & Training	5,250.00	5,250.00	0.00	0.00	5,250.00	0%
10-01-7551.000	Meals	1,260.00	1,260.00	64.03	0.00	1,195.97	5%
Dept: 22 Medical Clinic							
10-22-7026.000	Contract Services	13,000.00	13,000.00	4,606.11	0.00	8,393.89	35%
10-22-7040.000	Insurance (Liability)	840.00	840.00	0.00	0.00	840.00	0%
10-22-7062.000	Repair & Maintenance	210.00	210.00	74.47	0.00	135.53	35%
10-22-7080.000	Interest Expense	2,625.00	2,625.00	0.00	0.00	2,625.00	0%
10-22-7084.000	Loan Principle Expense	36,500.00	36,500.00	0.00	0.00	36,500.00	0%
10-22-7501.000	Payroll Expense	800.00	800.00	113.26	0.00	686.74	14%
10-22-7513.000	Payroll-TAXES	15.75	15.75	1.64	0.00	14.11	10%
10-22-7514.000	Payroll-Benefits	86.25	86.25	0.00	0.00	86.25	0%
10-22-7516.200	Pension Cost (CalPERS)	68.25	68.25	11.28	0.00	56.97	17%
10-22-7518.000	Workers Comp	68.25	68.25	9.74	0.00	58.51	14%
Dept: 23 Green Waste							
10-23-7026.000	Contract Services	105.00	105.00	0.00	0.00	105.00	0%
10-23-7063.000	Fuel	52.50	52.50	0.00	0.00	52.50	0%
10-23-7064.000	Materials/Supplies/Small Tools	105.00	105.00	0.00	0.00	105.00	0%
10-23-7501.000	Payroll Expense	630.00	630.00	0.00	0.00	630.00	0%
10-23-7513.000	Payroll-TAXES	26.25	26.25	0.00	0.00	26.25	0%
10-23-7516.200	Pension Cost (CalPERS)	52.50	52.50	0.00	0.00	52.50	0%
10-23-7518.000	Workers Comp	63.00	63.00	0.00	0.00	63.00	0%
Expenditures		88,811.48	88,811.00	37,036.17	6,806.80	51,774.83	42%

For the Period: 7/1/2023 to 12/31/2023

Original Bud. Amended Bud. YTD Actual CURR MTH UnencBal % Bud

Fund: 15 - LSCSD Sewer Dept

Revenues							
Dept: 00							
15-00-4001.100	Assmt/Revenue-Residential	780,000.00	780,000.00	400,212.51	199,962.90	379,787.49	51%
15-00-4001.200	Assmt/Revenue-Standby	66,250.00	66,250.00	33,170.12	32,382.00	33,079.88	50%
15-00-4001.300	Assmt/Revenue-Commercial	15,000.00	15,000.00	5,339.65	637.59	9,660.35	36%
15-00-4003.000	Late Payment Revenue	5,000.00	5,000.00	0.00	0.00	5,000.00	0%
15-00-4056.000	Misc-Non Operating Income	300.00	300.00	395.00	0.00	-95.00	132%
15-00-5004.000	Sewer Hook Up Fee	25,000.00	25,000.00	0.00	0.00	25,000.00	0%
15-00-5081.000	Interest Earned-RSV	4,000.00	4,000.00	188.27	0.00	3,811.73	5%
Revenues		895,550.00	895,550.00	439,305.55	232,982.49	456,244.45	49%

Expenditures

Dept: 01 General Admin

15-01-7001.000	Accounting Audit/Review	4,000.00	4,000.00	0.00	0.00	4,000.00	0%
15-01-7002.000	Admin Overhead Alloc	124,042.58	124,042.58	46,209.51	7,254.79	77,833.07	37%
15-01-7010.000	Capital Improvement	110,000.00	110,000.00	0.00	0.00	110,000.00	0%
Less Reimbursement due from LAIF Savings		-110,000.00	-110,000.00	0.00	0.00	-110,000.00	0%
15-01-7026.000	Contract Services	20,000.00	20,000.00	33,916.89	1,617.21	-13,916.89	170%
15-01-7033.000	Licenses, Permits, Fees	12,600.00	12,600.00	15,300.26	0.00	-2,700.26	121%
15-01-7034.000	Dues & Subscriptions	150.00	150.00	150.00	0.00	0.00	100%
15-01-7035.000	Advertising	1,000.00	1,000.00	321.90	0.00	678.10	32%
15-01-7040.000	Insurance (Liability)	25,000.00	25,000.00	0.00	0.00	25,000.00	0%

15-01-7041.000	Legal	2,500.00	2,500.00	0.00	0.00	2,500.00	0%
15-01-7050.200	Off Exp-Postage	26.25	26.25	26.86	0.00	-0.61	102%
15-01-7055.000	Safety Equipment	2,000.00	2,000.00	0.00	0.00	2,000.00	0%
15-01-7062.000	Repair & Maintenance	40,000.00	40,000.00	218.94	0.00	39,781.06	1%
15-01-7063.000	Fuel	12,600.00	12,600.00	2,414.83	0.00	10,185.17	19%
15-01-7064.000	Materials/Supplies/Small Tools	10,500.00	10,500.00	5,711.56	126.24	4,788.44	54%
15-01-7065.000	Vehicle Repair/Maintenance	6,000.00	6,000.00	2,821.04	0.00	3,178.96	47%
15-01-7100.000	Lease/Rent Expense	4,000.00	4,000.00	1,704.12	284.02	2,295.88	43%
15-01-7105.100	Util-Telephone	550.00	550.00	0.00	0.00	550.00	0%
15-01-7105.200	Util-Electric	50,000.00	50,000.00	19,145.80	3,178.41	30,854.20	38%
15-01-7105.300	Util-Waste	800.00	800.00	380.00	62.50	420.00	48%
15-01-7105.600	Utility - Internet	700.00	700.00	266.34	68.55	433.66	36%
15-01-7501.000	Payroll Expense	171,453.14	171,453.14	71,218.82	11,053.56	100,234.32	42%
15-01-7513.000	Payroll-TAXES	3,198.57	3,198.57	1,092.91	198.73	2,105.66	34%
15-01-7514.000	Payroll-Benefits	38,742.92	38,742.92	12,938.48	2,392.39	25,804.44	33%
15-01-7516.200	Pension Cost (CalPERS)	17,231.38	17,231.38	6,596.47	919.27	10,634.91	38%
15-01-7516.400	CalPERS Fees	55.51	55.51	54.00	0.00	1.51	97%
15-01-7516.500	CalPERS UAL Expense	37,020.00	37,020.00	37,020.00	0.00	0.00	100%
15-01-7518.000	Workers Comp	14,482.17	14,482.17	5,719.81	950.62	8,762.36	39%
15-01-7550.000	Travel & Training	2,000.00	2,000.00	0.00	0.00	2,000.00	0%
15-01-7551.000	Meals	500.00	500.00	0.00	0.00	500.00	0%
15-01-7552.000	Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0%
15-01-7555.000	Personal Protective Equip PPE	400.00	400.00	0.00	0.00	400.00	0%
15-01-7556.000	Uniforms	2,000.00	2,000.00	591.07	123.63	1,408.93	30%
Expenditures		605,052.52	605,052.52	263,819.61	28,229.92	341,232.91	44%

For the Period: 7/1/2023 to 12/31/2023		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 20 - LSCSD Water Dept							
Revenues							
Dept: 00							
20-00-4001.100	Assmt/Revenue-Residential	345,000.00	345,000.00	186,270.36	78,911.06	158,729.64	54%
20-00-4001.200	Assmt/Revenue-Standby	102,200.00	102,200.00	50,602.44	50,600.00	51,597.56	50%
20-00-4001.300	Assmt/Revenue-Commercial	8,000.00	8,000.00	7,106.78	761.64	893.22	89%
20-00-4003.000	Late Payment Revenue	7,000.00	7,000.00	900.00	-120.00	6,100.00	13%
20-00-4075.000	Water Capacity Expansion Fee	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
20-00-5006.000	Water Hook Up Fee	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
20-00-5081.000	Interest Earned-RSV	10,000.00	10,000.00	313.49	0.00	9,686.51	3%
Dept: 22 Medical Clinic							
20-22-4054.000	Loan Principle Revenue	36,500.00	36,500.00	0.00	0.00	36,500.00	0%
20-22-5081.000	Interest Earned-RSV	2,500.00	2,500.00	0.00	0.00	2,500.00	0%
Dept: 36 Planning Grant							
20-36-5075.000	Grant Income	25,000.00	25,000.00	10,515.00	0.00	14,485.00	42%
Revenues		538,200.00	538,200.00	255,708.07	0.00	282,491.93	48%

Expenditures							
20-01-7001.000	Accounting Audit/Review	4,000.00	4,000.00	0.00	0.00	4,000.00	0%
20-01-7002.000	Admin Overhead Alloc	139,547.90	139,547.90	51,985.71	8,161.64	87,562.19	37%
20-01-7010.000	Capital Improvement	30,000.00	30,000.00	0.00	0.00	30,000.00	0%
Less Reimbursement due from LAIF Savings		-30,000.00	-30,000.00	0.00	0.00	-30,000.00	0%
20-01-7026.000	Contract Services	20,000.00	20,000.00	28,963.68	11,445.63	-8,963.68	145%

20-01-7033.000	Licenses, Permits, Fees	10,000.00	10,000.00	82.72	0.00	9,917.28	1%
20-01-7034.000	Dues & Subscriptions	2,000.00	2,000.00	400.50	250.50	1,599.50	20%
20-01-7035.000	Advertising	200.00	200.00	321.90	0.00	-121.90	161%
20-01-7040.000	Insurance (Liability)	35,000.00	35,000.00	0.00	0.00	35,000.00	0%
20-01-7041.000	Legal	500.00	500.00	0.00	0.00	500.00	0%
20-01-7055.000	Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
20-01-7062.000	Repair & Maintenance	20,000.00	20,000.00	10,361.86	593.93	9,638.14	52%
20-01-7063.000	Fuel	14,000.00	14,000.00	2,414.83	0.00	11,585.17	17%
20-01-7064.000	Materials/Supplies/Small Tools	10,000.00	10,000.00	3,855.87	163.15	6,144.13	39%
20-01-7065.000	Vehicle Repair/Maintenance	7,000.00	7,000.00	2,821.09	0.00	4,178.91	40%
20-01-7100.000	Lease/Rent Expense	3,000.00	3,000.00	1,704.12	284.02	1,295.88	57%
20-01-7105.200	Util-Electric	85,000.00	85,000.00	49,529.25	4,717.55	35,470.75	58%
20-01-7105.300	Util-Waste	750.00	750.00	380.00	62.50	370.00	51%
20-01-7105.600	Utility - Internet	700.00	700.00	266.35	68.56	433.65	38%
20-01-7501.000	Payroll Expense	130,000.00	130,000.00	54,736.25	9,651.66	75,263.75	42%
20-01-7513.000	Payroll-TAXES	2,579.72	2,579.72	885.88	215.53	1,693.84	34%
20-01-7514.000	Payroll-Benefits	27,000.00	27,000.00	9,898.69	2,007.61	17,101.31	37%
20-01-7516.200	Pension Cost (CalPERS)	13,897.51	13,897.51	4,281.84	826.73	9,615.67	31%
20-01-7516.400	CalPERS Fees	54.00	54.00	54.00	0.00	0.00	100%
20-01-7516.500	CalPERS UAL Expense	37,020.00	37,020.00	37,020.00	0.00	0.00	100%
20-01-7518.000	Workers Comp	11,680.21	11,680.21	4,294.30	830.03	7,385.91	37%
20-01-7550.000	Travel & Training	2,000.00	2,000.00	0.00	0.00	2,000.00	0%
20-01-7551.000	Meals	500.00	500.00	0.00	0.00	500.00	0%
20-01-7555.000	Personal Protective Equip PPE	500.00	500.00	0.00	0.00	500.00	0%
20-01-7556.000	Uniforms	1,000.00	1,000.00	591.07	123.63	408.93	59%
Dept: 36 Planning Grants							
20-36-7026.000	Contract Services	25,000.00	25,000.00	76,824.02	0.00	-51,824.02	307%
Expenditures		604,129.34	604,129.34	341,753.66	39,402.67	262,375.68	57%

For the Period: 7/1/2023 to 12/31/2023

Fund: 25 - LSCSD Police Department

		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Revenues							
25-00-4001.100	Assmt/Revenue-Residential	140,000.00	140,000.00	68,023.41	33,990.00	71,976.59	49%
25-00-4001.200	Assmt/Revenue-Standby	280,000.00	280,000.00	138,977.28	138,820.00	141,022.72	50%
25-00-4001.300	Assmt/Revenue-Commercial	3,080.00	3,080.00	1,540.00	1,540.00	1,540.00	50%
25-00-4003.000	Late Payment Revenue	4,203.14	4,203.14	0.00	0.00	4,203.14	0%
25-00-4056.000	Misc-Non Operating Income	10,000.00	10,000.00	6,295.40	728.44	3,704.60	63%
25-00-5040.000	Gain on Sale of Equipment	6,600.00	6,600.00	0.00	0.00	6,600.00	0%
25-00-5054.000	Animal Control Fees - Other	500.00	500.00	0.00	0.00	500.00	0%
25-00-5055.000	Animal License Fee	2,500.00	2,500.00	180.00	10.00	2,320.00	7%
25-00-5056.000	Warrant	4,000.00	4,000.00	1,640.53	309.96	2,359.47	41%
25-00-5061.000	Donations	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
25-00-5081.000	Interest Earned-RSV	6,000.00	6,000.00	166.98	0.00	5,833.02	3%
Revenues		457,883.14	457,883.14	216,823.60	175,398.40	241,059.54	47%

Expenditures

25-01-7001.000	Accounting Audit/Review	4,000.00	4,000.00	0.00	0.00	4,000.00	0%
25-01-7002.000	Admin Overhead Alloc	65,897.13	65,897.13	24,548.80	3,854.11	41,348.33	37%
25-01-7026.000	Contract Services	4,700.00	4,700.00	2,202.73	443.78	2,497.27	47%
25-01-7033.000	Licenses, Permits, Fees	250.00	250.00	200.89	0.00	49.11	80%

25-01-7034.000	Dues & Subscriptions	9,000.00	9,000.00	10954.19	0.00	-1,954.19	122%
25-01-7035.000	Advertising	700.00	700.00	33.00	0.00	667.00	5%
25-01-7040.000	Insurance (Liability)	12,908.40	12,908.40	0.00	0.00	12,908.40	0%
25-01-7041.000	Legal	2,200.00	2,200.00	0.00	0.00	2,200.00	0%
25-01-7050.200	Off Exp-Postage	600.00	600.00	811.54	16.95	-211.54	135%
25-01-7051.000	Public Safety Supplies	700.00	700.00	789.15	0.00	-89.15	113%
25-01-7051.100	Public Safety Equipment	2,400.00	2,400.00	8268.11	0.00	-5,868.11	345%
25-01-7062.000	Repair & Maintenance	600.00	600.00	7.74	0.00	592.26	1%
25-01-7063.000	Fuel	11,000.00	11,000.00	7028.92	0.00	3,971.08	64%
25-01-7064.000	Materials/Supplies/Small Tools	2,600.00	2,600.00	1676.05	600.00	923.95	64%
25-01-7065.000	Vehicle Repair/Maintenance	5,000.00	5,000.00	725.00	59.99	4,275.00	15%
25-01-7105.100	Util-Telephone	1,445.00	1,445.00	916.80	0.00	528.20	63%
25-01-7105.200	Util-Electric	900.00	900.00	474.81	191.73	425.19	53%
25-01-7105.300	Util-Waste	288.45	288.45	162.50	26.25	125.95	56%
25-01-7105.400	Utilities-Propane	1,000.00	1,000.00	297.20	193.36	702.80	30%
25-01-7105.600	Utility - Internet	3,000.00	3,000.00	1604.90	337.31	1,395.10	53%
25-01-7204.000	Events	250.00	250.00	86.47	0.00	163.53	35%
25-01-7501.000	Payroll Expense	235,000.00	235,000.00	139188.50	23847.01	95,811.50	59%
25-01-7513.000	Payroll-TAXES	4,435.98	4,435.98	2554.15	345.79	1,881.83	58%
25-01-7514.000	Payroll-Benefits	60,000.00	60,000.00	31515.14	5250.00	28,484.86	53%
25-01-7516.200	Pension Cost (CalPERS)	25,000.00	25,000.00	12949.60	2005.21	12,050.40	52%
25-01-7516.400	CalPERS Fees	200.00	200.00	183.60	0.00	16.40	92%
25-01-7516.500	CalPERS UAL Expense	239.00	239.00	0.00	0.00	239.00	0%
25-01-7518.000	Workers Comp	31,000.00	31,000.00	12052.29	2050.84	18,947.71	39%
25-01-7550.000	Travel & Training	3,500.00	3,500.00	589.62	0.00	2,910.38	17%
25-01-7551.000	Meals	700.00	700.00	490.62	0.00	209.38	70%
25-01-7552.000	Employee Physical Exams-Shots	50.00	50.00	666.00	0.00	-616.00	1332%
25-01-7556.000	Uniforms	600.00	600.00	686.40	0.00	-86.40	114%
Expenditures		490,163.96	490,163.96	262,087.46	39,222.33	228,076.50	53%

For the Period: 7/1/2023 to 12/31/2023

Original Bud. Amended Bud. YTD Actual CURR MTH UnencBal % Bud

Fund: 26 - COPS Grant

Revenues

26-00-5075.000	Grant Income	156,000.00	186,158.95	125762.25	125762.25	60,396.70	68%
Revenues		156,000.00	186,158.95	125,762.25	125,762.25	60,396.70	68%

Expenditures

26-01-7033.000	Licenses, Permits, Fees	1,000.00	7,000.00	529.17	0.00	6,470.83	8%
26-01-7050.400	Off Exp-Maint	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
26-01-7051.000	Public Safety Supplies	500.00	5,000.00	330.77	0.00	4,669.23	7%
26-01-7051.100	Public Safety Equipment	3,500.00	5,000.00	1407.91	827.29	3,592.09	28%
26-01-7062.000	Repair & Maintenance	500.00	3,500.00	131.64	131.64	3,368.36	4%
26-01-7063.000	Fuel	3,000.00	3,000.00	326.42	111.22	2,673.58	11%
26-01-7064.000	Materials/Supplies/Small Tools	4,000.00	4,000.00	3298.88	1302.84	701.12	82%
26-01-7065.000	Vehicle Repair/Maintenance	6,000.00	6,000.00	3638.51	144.77	2,361.49	61%
26-01-7105.100	Util-Telephone	4,000.00	4,000.00	2065.95	0.00	1,934.05	52%
26-01-7501.000	Payroll Expense	92,000.00	92,000.00	59190.13	6926.62	32,809.87	64%
26-01-7513.000	Payroll-TAXES	2,000.00	2,000.00	843.02	100.43	1,156.98	42%
26-01-7514.000	Payroll-Benefits	20,000.00	20,000.00	10500.00	1750.00	9,500.00	53%
26-01-7516.200	Pension Cost (CalPERS)	7,500.00	10,000.00	4456.10	646.12	5,543.90	45%
26-01-7518.000	Workers Comp	7,500.00	7,500.00	5090.36	595.69	2,409.64	68%

26-01-7550.000	Travel & Training	2,000.00	5,000.00	2096.08	525.00	2,903.92	42%
26-01-7551.000	Meals	250.00	1,000.00	469.87	111.52	530.13	47%
26-01-7556.000	Uniforms	750.00	4,000.00	1262.27	100.16	2,737.73	32%
Expenditures		156,000.00	186,158.95	95,711.08	13,273.30	90447.87	51%

For the Period: 7/1/2023 to 11/30/2023

		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 27 - Wellness Grant							
Revenues							
27-00-5075.000	Grant Income	13,000.00	13,000.00	13000.00	0.00	0.00	100%
Revenues		13,000.00	13,000.00	13,000.00	0.00	0.00	100%

Expenditures							
27-01-7034.000	Dues & Subscriptions	2,000.00	2,000.00	1731.75	0.00	268.25	87%
27-01-7064.000	Materials/Supplies/Small Tools	11,000.00	11,000.00	4603.51	1734.12	6,396.49	42%
Expenditures		13,000.00	13,000.00	6,335.26	1,734.12	6,664.74	49%

For the Period: 7/1/2023 to 11/30/2023

		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 30 - LSCSD Fire Department							
Revenues							
Dept: 00							
30-00-4001.100	Assmt/Revenue-Residential	102,000.00	102,000.00	49398.24	24700.00	52,601.76	48%
30-00-4001.200	Assmt/Revenue-Standby	165,000.00	165,000.00	82609.27	82387.50	82,390.73	50%
30-00-4001.300	Assmt/Revenue-Commercial	2,315.00	2,315.00	720.00	720.00	1,595.00	31%
30-00-4003.000	Late Payment Revenue	5,500.00	5,500.00	0.00	0.00	5,500.00	0%
30-00-4055.000	Misc Operational Income	12,000.00	12,000.00	2565.28	0.00	9,434.72	21%
30-00-4076.000	Fire Suppression Expansion Fee	500.00	500.00	0.00	0.00	500.00	0%
30-00-5056.000	Warrant	6,000.00	6,000.00	3557.85	2896.08	2,442.15	59%
30-00-5061.000	Donations	5,000.00	5,000.00	7100.00	0.00	-2,100.00	142%
30-00-5075.000	Grant Income	9,450.00	9,450.00	9324.06	0.00	125.94	99%
30-00-5081.000	Interest Earned-RSV	10,000.00	10,000.00	365.52	0.00	9,634.48	4%
Dept: 34 Fire Fuels Removal							
30-34-4055.000	Misc Operational Income	40,000.00	40,000.00	29775.00	0.00	10,225.00	74%
Dept: 45 Mutual Aid Strike Team							
30-45-4080.000	Strike Team Rev Payroll Reimb	150,000.00	150,000.00	0.00	0.00	150,000.00	0%
30-45-4081.000	Strike Team Rev Engine Reimb	25,000.00	25,000.00	0.00	0.00	25,000.00	0%
30-45-4082.000	Strike Team Rev Admin OH Reimb	25,000.00	25,000.00	0.00	0.00	25,000.00	0%
Revenues		557,765.00	557,765.00	185,415.22	110,703.58	372349.78	33%

Expenditures							
Dept: 01 General Admin							
30-01-7001.000	Accounting Audit/Review	4,000.00	4,000.00	0.00	0.00	4,000.00	0%
30-01-7002.000	Admin Overhead Alloc	58,145.36	58,145.36	21660.71	3400.68	36,484.65	37%
30-01-7010.000	Capital Improvement	65,000.00	65,000.00	98181.43	0.00	-33,181.43	151%
Less Reimbursement due from LAIF Savings		-65,000.00	-65,000.00	-98,181.43	0.00	33,181.43	151%
30-01-7026.000	Contract Services	8,400.00	8,400.00	4443.85	880.00	3,956.15	53%
30-01-7033.000	Licenses, Permits, Fees	105.12	105.12	1352.93	1002.93	-1,247.81	1287%
30-01-7034.000	Dues & Subscriptions	1,050.00	1,050.00	0.00	0.00	1,050.00	0%
30-01-7040.000	Insurance (Liability)	19,324.88	19,324.88	0.00	0.00	19,324.88	0%
30-01-7041.000	Legal	315.00	315.00	1337.50	0.00	-1,022.50	425%
30-01-7050.200	Off Exp-Postage	367.50	367.50	0.00	0.00	367.50	0%
30-01-7050.400	Off Exp-Maint	315.00	315.00	0.00	0.00	315.00	0%

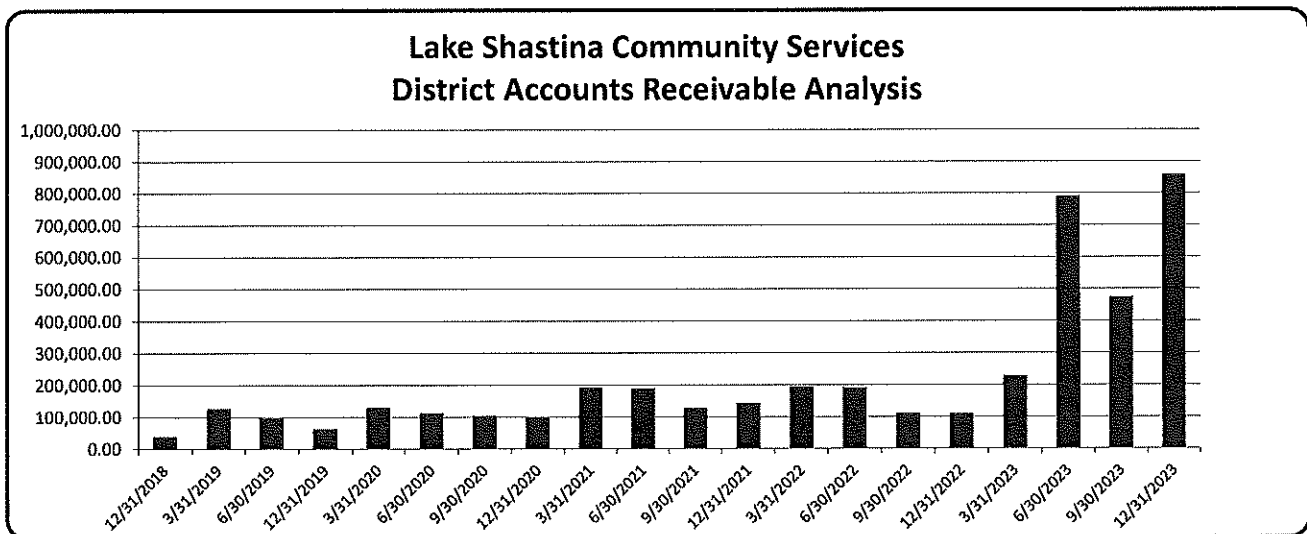
30-01-7051.000	Public Safety Supplies	2,100.00	2,100.00	314.43	0.00	1,785.57	15%
30-01-7051.100	Public Safety Equipment	525.00	525.00	0.00	0.00	525.00	0%
30-01-7062.000	Repair & Maintenance	2,500.00	2,500.00	2290.88	0.00	209.12	92%
30-01-7063.000	Fuel	21,000.00	21,000.00	4992.40	80.00	16,007.60	24%
30-01-7064.000	Materials/Supplies/Small Tools	11,550.00	11,550.00	5521.37	521.24	6,028.63	48%
30-01-7065.000	Vehicle Repair/Maintenance	23,100.00	23,100.00	-767.94	0.00	23,867.94	-3%
30-01-7075.000	VFA Grant Equipment	18,900.00	18,900.00	21476.74	14591.28	-2,576.74	114%
30-01-7105.100	Util-Telephone	525.00	525.00	178.62	0.00	346.38	34%
30-01-7105.200	Util-Electric	3,360.00	3,360.00	1424.44	575.19	1,935.56	42%
30-01-7105.300	Util-Waste	945.00	945.00	515.10	78.75	429.90	55%
30-01-7105.400	Utilities-Propane	500.00	500.00	891.57	580.08	-391.57	178%
30-01-7105.600	Utility - Internet	1,500.00	1,500.00	85.44	21.36	1,414.56	6%
30-01-7204.000	Events	262.50	262.50	245.50	245.50	17.00	94%
30-01-7501.000	Payroll Expense	65,794.80	65,794.80	50048.08	10653.14	15,746.72	76%
30-01-7513.000	Payroll-TAXES	2,000.00	2,000.00	1668.07	607.81	331.93	83%
30-01-7514.000	Payroll-Benefits	22,000.00	22,000.00	12811.75	1750.00	9,188.25	58%
30-01-7516.200	Pension Cost (CalPERS)	8,600.00	8,600.00	5249.29	659.98	3,350.71	61%
30-01-7518.000	Workers Comp	6,000.00	6,000.00	4222.61	843.94	1,777.39	70%
30-01-7550.000	Travel & Training	420.00	420.00	898.87	0.00	-478.87	214%
30-01-7551.000	Meals	525.00	525.00	160.11	109.92	364.89	30%
30-01-7556.000	Uniforms	1,000.00	1,000.00	1603.46	0.00	-603.46	160%
Dept: 34 Fire Fuels Removal		0.00		0.00			
30-34-7062.000	Repair & Maintenance	1,575.00	1,575.00	121.84	0.00	1,453.16	8%
30-34-7501.000	Payroll Expense	23,100.00	23,100.00	12728.00	0.00	10,372.00	55%
30-34-7513.000	Payroll-TAXES	2,625.00	2,625.00	1492.25	0.00	1,132.75	57%
30-34-7518.000	Workers Comp	1,890.00	1,890.00	750.61	0.00	1,139.39	40%
Dept: 45 Mutual Aid Strike Team							
30-45-7501.000	Payroll Expense	137,500.00	137,500.00	96302.50	0.00	41,197.50	70%
30-45-7513.000	Payroll-TAXES	2,500.00	2,500.00	910.61	-7310.69	1,589.39	36%
30-45-7518.000	Workers Comp	10,000.00	10,000.00	7031.88	0.00	2,968.12	70%
Expenditures		464,820.16	464,820.16	262,096.48	29,291.11	202,723.68	56%
Total Net Effect:		291,282.18	291,282.66	7,209.49	0.00	284,073.17	

**Lake Shastina Community Services District
Quarterly**

Accounts Receivable Analysis 2018/2023 YTD
Sept 30,2018 thru Sept 30,2023

Date	0-30 Days	30-60 Days	60-90 Days	>90 Days	Balance
12/31/2018	-17,681.74	1,511.41	1,104.39	55,381.43	40,315.49
3/31/2019	8,503.57	447.48	68,411.14	49,976.97	127,339.16
6/30/2019	-22,603.12	613.48	0.02	118,199.06	96,209.44
12/31/2019	733.74	1,991.51	1,783.42	59,001.58	63,510.25
3/31/2020	4,423.17	1,058.47	70,367.06	54,699.62	130,548.32
6/30/2020	212.76	103.42	82.70	113,292.67	113,691.55
9/30/2020	5,602.51	602.24	91,453.52	6,884.68	104,542.95
12/31/2020	0.00	4,505.62	709.96	94,431.72	99,647.30
3/31/2021	403.12	15,141.34	104,256.86	70,851.19	193,652.41
6/30/2021	6,556.53	98.31	98.88	183,839.48	190,593.20
9/30/2021	6,709.98	1,085.30	134.31	120,455.23	128,384.82
12/31/2021	5,241.95	640.18	470.13	137,078.35	143,430.61
3/31/2022	13,243.07	3,256.87	-	178,962.21	195,462.21
6/30/2022	8,772.82	206.18	27,352.69	155,326.45	191,658.14
9/30/2022	6,311.57	6,841.99	16.50	98,356.39	111,526.45
12/31/2022	6,044.48	603.61	641.50	103,556.93	110,546.52
3/31/2023	2,456.02	825.47	147,549.93	77,659.91	228,491.33
6/30/2023	599,702.44	145.12	1,628.22	189,931.98	791,407.76
9/30/2023	343,994.86	1,434.60	-	128,901.26	474,330.72
12/31/2023	732,288.60	866.02	643.94	124,219.05	858,017.61

Note: 1) Part of this report includes accounts that have been prepaid. 2) Police, Fire, Sewer and Water have been combined.





Lake Shastina Fire Department

16309 Everhart Drive
Weed CA 96094

For the Month of December Lake Shastina Fire Department responded to a total of 39 calls for service. These calls included:

- 34 Medical Aids
- 2 Illegal Debris Fire
- 1 Structure Fire
- 1 Public assist
- 1 Traffic Collision

Monthly News:

E-3119 Was sent to Medford fleet services for its annual maintenance and repairs on a transmission fluid leak. No major damage or repairs were needed.

U-3100 The dodge cummins was sent in for fuel injector repair. We were able to save \$8000 by having Jon Erikson from LSPD repair it for us. After some discussion with staff we have decided to hang on to this vehicle to use to tow the POA chipper. We previously towed the chipper with one of the POA vehicles however, after discussion with the POA GM she would like us to use our own vehicle to tow it. Keeping the old 3100 would be perfect for this situation and running medical calls to Shasta Vista.

The Shasta Vista coverage contract is about to expire. I spoke with Cal Fire last week and they would like us to renew the contract if we are willing. I agreed and we talked about signing a longer contract once the current one expires.



LAKE SHASTINA POLICE DEPARTMENT

William N. Bullington

Chief of Police

16309 Everhart Dr., Weed, CA 96094

(530) 938-2226

TO: LSCSD Board of Directors

FROM: Chief Bullington

SUBJECT: December 2023 Police Monthly Board Report

POLICE ACTIVITY: LSPD had 212 calls for service in December.

SUMMARY:

Misdemeanor Arrests: 7

Felony Arrests: 5

Traffic Warnings: 23

Traffic Citations: 33

Animal Control Cites: 0

Animal Related Calls: 9

Parking Cites: 0

House Watch: 140+-

Misc. Police Calls (Non-Criminal): 135

NOTABLE ACTIVITY:

12/1/23 – Subject arrested for felony child molestation after going barricaded and threatening to harm himself. SCSO negotiator assisted in the subject giving up and taken into custody.

12/8/2023- Subject arrested for felony domestic violence.

12/13/23- Search warrant conducted on a concentrated cannabis lab. The lab was found in the basement with over 250 pounds of processed marijuana and the equipment making the concentrated oil. Main suspect arrested on felony charges.



12/17/23- 2 subjects arrested for felony warrants.

12/22/23- Subject arrested for 6 misdemeanor warrants.

12/24/23- Subject arrested for DUI/TC after crashing into a sign on Tony Lema Drive.

12/30/23- Subject arrested for driving on a suspended license and warrants.

12/31/23- Subject arrested for possession of a dangerous drug. Another subject arrested for possession of drug paraphernalia.

OTHER:

Painting and flooring complete on PD remodel. Almost fully complete! I would like to thank all my officers for stepping up and moving furniture, painting, and installing new toilets, sinks, etc. We are hoping to host an open house sometime in February, with the new fire department building also.

TRAINING:

Officers completed 2 hours of online investigative skills training with Lexipol.

YEAR END SUMMARY FOR 2023:

Misdemeanor Arrests: 63

Felony Arrests: 21

Traffic Warnings: 561

Traffic Citations: 196

Animal Control Cites: 1

Animal Related Calls: 86

Parking Cites: 0

House Watch: 1,680

Misc. Non-Criminal Calls: 1,226

Total Calls for Service: 2,315

Lake Shastina Sewer Department

To: Lake Shastina CSD Board
From: RODNEY VILLA, Maintenance Leadman
Meeting Date: January 17, 2024
Subject: Board Report for December 2023

Notable Activity:

- We did some problem solving and replaced the contactor on pump #2 at B-118.
- At B-107 we removed some debris from pump #2.
- At the sewer ponds we serviced the APEXES and changed out the ten-year-old anchor cables.
- We did another hookup on a previously burnt down house on Palmer.

Lake Shastina Water Department

To: Lake Shastina CSD Board
From: RODNEY VILLA: Maintenance Leadman
Meeting Date: January 17, 2024
Subject: Board Report for December, 2023

Item 1 E4

Notable Activity:

- We repaired a water lateral leak on Jackrabbit rd. which involved 19 houses to go without water for about 7 hours. And a large excavation hole.
- The water meter readings were done in 4 days.
- There were 78 shutoff notices hung on doors, 7 of which were turned off, and of those, 3 were turned back on.
- On Christmas two of us were called in for a water lateral leak on Antler rd.
- We did 29 USAs.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: January 17, 2024

FROM: Rick Thompson, Interim GM

SUBJECT: Public Works Trailer Lease

BACKGROUND:

On August 1, 2015, the District entered into a lease agreement with Williams Scotsman, Inc. to provide a Modular Trailer to serve as office space and bathroom facilities for the Public Works Department. The lease was for a 5-year term, at a rate of \$293 per month, including taxes and fees, and expired on July 31, 2020.

At expiration, per the contract, the lease reverted to a month-to-month rental. Since expiration of the lease, the monthly payments have increased periodically by the following amounts:

<u>Date</u>	<u>New Monthly Payment</u>	<u>Percentage Increase</u>
8/1/2020	\$423	44%
1/1/2021	\$495	17%
5/1/2021	\$503	2%
1/1/2022	\$593	18%

In November, Williams Scotsman offered the District a 3-year lease at the rate of \$593. This represents an increase of 102% over the original lease payment.

The trailer is now nearing 9-years old and is in deteriorating condition. Williams Scotsman recently needed to perform roof repairs, and the Public Works staff has reported further developing problems.

Best practices dictate that workers engaged in wastewater system maintenance should have access to showers and clothes washing facilities. The trailer does not provide these. This trailer is an expense, rather than an asset, and does not meet the needs of the District.

Recommendation:

I recommend that the District give Williams Scotsman 30 days written notice, as required by the lease agreement, to remove the trailer. We have identified temporary accommodation for the Public Works employees.

I further recommend the District explore options to provide a more suitable facility for the Public Works Department.

Board Committees and Assignments

VERBAL ONLY



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

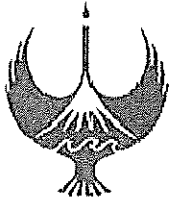
MEETING DATE: January 17, 2024

FROM: Rick Thompson, Interim GM

SUBJECT: Establishing 2024 Goals

I respectfully submit the following as LSCSD staff goals for 2024.

1. Complete the Water Rate Study in preparation for the Proposition 218 process. The first step in this process is facilitating a workshop for the Board of Directors to consider the Draft Water Rate Study provided by SHN Consulting Engineers.
2. Develop new LSPOA contract regarding division of the Administration Building costs, office supply costs, and office equipment costs.
3. Review utility-wide regulatory compliance.
4. Review personnel training requirements and compliance with these requirements.
5. Develop a 5-year Capital Improvement Program based on the findings of the 2018 Sewer System Preliminary Engineering Report and the 2023 Water System Preliminary Engineering Report.
6. Secure funding for the prioritized Capital Improvement Program
7. Develop and implement a plan for appropriate Public Works Department office space and crew quarters.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS
MEETING DATE: January 17, 2024
FROM: Paula Mitchell, Vice President
SUBJECT: District Goals 2023 as updated from March 15, 2023, meeting notes

Fire Department:

1. Review staffing needs
2. Complete the new apparatus bay
3. Monitor and give updates on the new fire engine, which is currently on order

Police Department:

1. Obtain replacement PD vehicle
2. Evaluate the need for flooring depending on status of Fire department
3. Continue assessment and implementation of training needs

Water Department:

1. Finish Mill fire clean up
2. Work to finalize the water planning grant
3. Evaluate the need to change crew quarters
4. Evaluate staffing and training needs

Sewer Department:

1. Finish Mill fire clean up
2. Monitor status on Sewer funding grant
3. Evaluate the need to change crew quarters
4. Evaluate staffing and training needs

Administration Department:

1. Complete new financial software upgrade and installation
2. Implement new Website
3. Update employee policy manual
4. Assessing staffing needs



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: January 17, 2024

FROM: Rick Thompson, Interim GM

SUBJECT: Rate Study Workshop

BACKGROUND:

The District, in cooperation with SHN Consulting Engineers, is in the process of developing a Capital Improvement Plan to address deficiencies in the water system. An important piece of this plan is considering the financing of the construction projects identified in the plan.

SHN has developed a Draft Water Rate Study that proposes a range of rate options designed to ensure the District's ability to operate the water system, and to facilitate the financing required to remedy the deficiencies identified in the Capital Improvement Plan.

Note that the study is a draft and not a final product. The next step in the process is to schedule a workshop for the Board of Directors to consider the options and make any necessary changes to the draft.

RECOMMENDATION:

I recommend the Board direct staff to schedule a Workshop with SHN. This workshop will be a public special meeting.