

**LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

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**RESOLUTION 5-11**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT TO APPROVE THE FY 2011/2012 OPERATING BUDGET.**

**WHEREAS**, it is the Board of Directors duty to set the overall total budget amounts based on reasonable expectations of revenues each fiscal year; and

**WHEREAS**, the Board of Directors has received and considered the budget committee's proposed FY 2011/2012 operating budget.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors approves the FY 2011/2012 operating budget, as detailed in Attachment A.

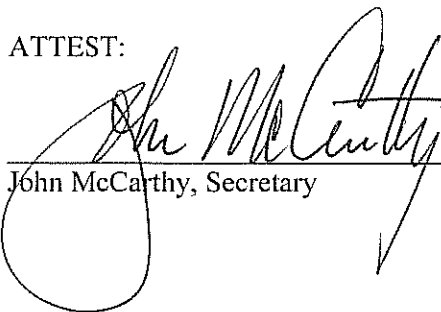
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I hereby certify that the forgoing is a full, true and correct copy of Resolution 5-11 duly passed and adopted by the Board of Directors of the Lake Shastina Community Services District, Siskiyou County, California, at a meeting thereof duly held on the 18th day of May, 2011, by the following vote:

AYES: Directors Cupp, Moller, Roths and Wetter  
NOES: None  
ABSENT: None  
(One Vacant Seat)

  
Tom Wetter, President

ATTEST:

  
John McCarthy, Secretary

LAKE SHASTINA COMMUNITY SERVICES DISTRICT  
2011-2012

ATTACHMENT A

BUDGET APPROVED:	GENERAL	SEWER	WATER	POLICE	FIRE	COPS GRANT	TOTAL All Funds
<b>REVENUES</b>							
4001.1 - Assmt/Revenue - Residential		401,053	346,889	80,015	49,225		877,182
4001.2 - Assmt/Revenue - Standby		66,672	105,240	170,820	65,700		408,432
4001.3 - Assmt/Revenue - Commercial		6,212	20,761	9,425	3,910		42,308
4003.0 - Late Payment Revenue		2,900	9,000	3,500	2,000		17,400
4053.0 - Medical Clinic Revenue	58,200						58,200
4055.0 - Misc. Operational Rev		900					900
4056.0 - Misc. Non-Op. Inc			2,000	500			2,500
4070.0 - Antenna Lease Revenue	1,800	11,069					12,869
4075.0 - Water Capacity Expansion Fee			3,200				3,200
4076.0 - Fire Suppression Expansion Fee					632		632
5004.0 - Sewer Hook Up Fee		72,485					72,485
5005.0 - Sewer Payment Contracts		252					252
5006.0 - Water Hookup Fee			2,650				2,650
5040.0 - Gain on Sale of Equipment				8,000			8,000
5050.0 - Transfer Fees	3,000						3,000
5055.0 - Animal Control Fee				5,628			5,628
5056.0 - Warrant				1,000			1,000
5057.0 - Siskiyou County Discretionary Funds					4,500		4,500
5061.0 - Donations				500	1,000		1,500
5061.0 - Event - Donations				3,000			3,000
5075.0 - Grant Revenue						100,000	100,000
5080.0 - Interest earned - Ops	700						700
5081.0 - Interest Earned - Rsv	700	1,500	6,700	1,000	400		10,300
Less Rsv Int. Water Expans & Sewer Hookup	(700)	(73,985)	(12,550)	(1,000)	(400)		(89,635)
<b>TOTAL INCOME 2010-2011 projected</b>	<b>63,700</b>	<b>491,057</b>	<b>483,890</b>	<b>282,388</b>	<b>126,987</b>	<b>100,000</b>	<b>1,548,002</b>
<b>EXPENSES</b>							
7001.0 - Accounting Audit		3,300	3,300	3,300	3,300		13,200
7002.0 - Admin Overhead Allocation	(193,443)	81,247	81,246	15,475	15,476		-
7003.0 - Bad Debt							-
7004.0 - Contingency	2,000				3,500		5,500
7005.0 - Depreciation							-
7010.0 - Capital Improvement				10,296			10,296
7026.0 - Contract Services	4,000	15,000	10,000	3,000	6,100		38,100
7031.0 - Filing Fees	600						600
7033.0 - Licenses & Permits & Fees	500	15,000	17,000		50		32,550
7034.0 - Dues & Subscriptions	3,200	300	700	2,600	500		7,300
7035.0 - Advertising				400			400
7040.0 - Insurance (property & liability)	3,500	24,000	39,000	8,500	9,100		84,100
7041.0 - Legal	4,000	3,000	2,000	1,000			10,000
7050.1 - Office Exp Supplies	3,200	400	500	4,000	500		8,600
7050.2 - Office Exp Postage	4,000	300	600	400	300		5,600
7050.3 - Office Exp Printing					100		100
7050.4 - Office Exp Maintenance	3,500			500	100		4,100
7051.0 - Public Safety Supplies (PD/Fire)					10,000		10,000
7053.0 - DECO - Medical Clinic	50,400						50,400
7055.0 - Municipal Finance Contract		61,025					61,025
7061.0 - Rental equipment		500					500
7062.0 - Repair & Maintenance	1,500	70,000	63,500	1,400	4,000		140,400
7063.0 - Fuel		15,000	10,000	10,300	5,000		40,300
7064.0 - Materials, Supplies & Small Tools	450	6,000	10,000	2,000	1,000		21,450
7065.0 - Vehicle Repair/Maintenance		5,000	8,000	7,000	7,000		27,000
7100.0 - Property Taxes	150						150
7105.0 - Utilities - CSD	800			200	400		1,400
7105.1 - Utilities - Telephone	1,800	1,000	3,600	5,000	650		12,050
7105.2 - Utilities - Electric	3,000	16,000	85,000	2,600	3,000		109,600
7105.3 - Utilities - Waste		700	800	500	500		2,500
7105.4 - Utilities - Propane	500			1,000	1,000		2,500
7204.0 - Events	500			3,500	1,000		5,000
7501.0 - Payroll Expense	269,107	236,328		121,660	15,768	76,064	718,928
7513.0 - Payroll Taxes	6,802	6,455		10,288	1,912	5,130	30,687
7514.0 - Payroll Benefits	63,689	113,358		34,325		34,325	265,698
7516.2 - Pension (EJ)				5,214		2,421	7,635
7516.2 - Pension (CalPERS)	38,598	31,672				3,615	73,885
7518.0 - Workers Comp	3,139	21,104		7,388	6,280	3,363	41,255
7530.0 - Payroll Services Billed (Maint)			140,491	1,700	1,200		143,391
7530.1 - Payroll Services Billed (Admin)	(165,354)	(241,683)					(407,037)
7530.2 - Payroll Services Billed (Admin 100%)	(70,539)						(70,539)
7549.0 - Collateral Duty Pay					13,000		13,000
7550.0 - Travel & Training	3,000	1,500	4,000	2,500	3,000		14,000
7551.0 - Meals	1,000	300	350	220	2,250		4,120
7552.0 - Employee Physical Exams/Shots		500	300				800
7556.0 - Uniforms		900	900	1,500	2,000		5,300
CopsMore Shortfall (to Dept 25 Police)				24,919		(24,919)	-
Reimbursement from General Fund Reserves				(10,256)			(10,256)
<b>TOTAL EXPENSE 2010/2011 projected</b>	<b>63,700</b>	<b>490,225</b>	<b>481,287</b>	<b>282,388</b>	<b>117,966</b>	<b>100,000</b>	<b>1,535,567</b>
<b>NET PROFIT (LOSS) 2010/2011 projected</b>	<b>0</b>	<b>832</b>	<b>2,603</b>	<b>0</b>	<b>9,001</b>	<b>0</b>	<b>12,435</b>

Notes:  
 Administrative Overhead Allocation Calculation for 2010/2011 was used for this budget period. Sewer 42%, Water 42%, Police 8%, Fire 8%.  
 Worker's Comp includes the Board coverage.  
 Audit Fee is based on a one year agreement estimated at \$13,200 for 2011/2012 (5% increase from prior year)

<b>Capital Improvements/Expenditures:</b>			
<b>General Fund</b>			
Capital Improvements from Reserves-	\$ 14,295.65	Lease pmt for PD vehicle (pms July 2010, 2011 & 2012)	\$ 10,295.65
		Replace 2 computers in Admin office	\$ 4,000.00
<b>Sewer Department</b>			
Capital Improvements from Reserves-	\$ 611,000.00	Purchase laptop computer for yard	\$ 1,000.00
		Electrical at 3 Pump Stations	\$ 10,000.00
		New Sewer Pond Project	\$ 600,000.00
<b>Water Department</b>			
Capital Improvements from Reserves-	\$ 356,000.00	Purchase laptop computer for yard	\$ 1,000.00
		Maintenance Yard upgrades to Crew Quarters	\$ 25,000.00
		Update of Fees Study - Future Needs	\$ 10,000.00
		New Well Development	\$ 85,000.00
		Telemetry Upgrade	\$ 75,000.00
		New well South end	\$ 150,000.00
<b>Police Department</b>			
Capital Improvements from Reserves-	\$ 3,700.00	Lease pmt 2010 Expedition (from General Fund Reserves)	\$ 10,295.65
		Replace one computer	\$ 2,000.00
		Replace copier/print/fax machine	\$ 1,700.00

4. Public Hearing and consideration of approval of FY 2011/2012 Operating Budget: Pres. Wetter opened the Public Hearing at 5:25 p.m. GM McCarthy gave a summary of the proposed budget. There were no public comments. Pres. Wetter closed the Public Hearing at 5:43 p.m.

**Motion by Dir. Moller second by Dir. Cupp to adopt Resolution, 5-11 approving FY 2011/2012 Operating Budget, as presented.**

**Ayes: Directors Cupp, Moller, Roths and Wetter**  
**Noes: None**  
**Absent: None**

DISCUSSION / ACTION ITEMS:

5. Consideration of appointment to fill vacant Board Member seat: Pres. Wetter stated that notices for the Director vacancy were posted and that he was aware of one candidate who had already been verified by the County Clerk as an eligible candidate. Gayle Wetter nominated Errol Murphy to fill the position. No other names were presented to the Board. Dir. Moller stated that she was unaware that notices had been posted and that the Board would be ready to fill the position at this meeting.

**Motion by Dir. Roths second by Dir. Cupp to appoint Errol Murphy to fill Board Member vacancy – term through December 7, 2012.**

**Ayes: Directors Cupp, Roths and Wetter**  
**Noes: Director Moller**  
**Absent: None**

GM McCarthy administered the Oath of Office for Errol Murphy. Dir. Murphy was seated.

6. Fire Department: monthly report: Interim FC Paulus updated the Board on Fire Department activities.  
 7. Police Department: monthly report: PC Alves updated the Board on Police Department activities.  
 8. Wastewater Ponds: update: GM McCarthy reported that bid documents are being worked on for the new sewer ponds. The District is waiting for the Water Board's response regarding the liner design for the new ponds.  
 9. LSPOA request for sign placement on CSD property: The Board reviewed the sign design provided by the LSPOA. Pres. Wetter stated that the LSPOA agreed they would be responsible for the sign, including maintenance.

**Motion by Dir. Moller second by Dir. Murphy to approve LSPOA's request for sign placement on CSD property.**

**Ayes: Directors Moller, Murphy and Wetter**  
**Noes: Directors Cupp and Roths**  
**Absent: None**

10. Review of proposals, CPA audit quotes were presented to the Board. The Board and staff discussed the options for the FY 2010/2011 audit.

**Motion by Dir. Moller second by Dir. Cupp to adopt Resolution 6-11, approving that the District enter into a one year contract for audit services with D.R. Watts Accountancy Corporation for the June 30, 2011 audit of the District's financials.**

**Ayes: Directors Cupp, Moller, Murphy, Roths and Wetter**  
**Noes: None**  
**Absent: None**

11. Administration Meeting Room: discussion regarding policy and rental fee: The Board directed staff to develop a draft policy, for Board consideration, regarding the use of the Administration Meeting Room; policy to include rental fees.  
 12. Water Safety Program: request for reimbursement of signs: Pres. Wetter asked that the Board consider paying the printing costs of brochures that will be distributed at the Sheriff Department Water Safety Program on May 28, 2011 at the Lake Shastina public campground.

**Motion by Dir. Cupp second by Dir. Roths to approve paying for the printing costs for the Water Safety Program brochure; up to \$125 from the General Fund.**

**Ayes: Directors Cupp, Moller, Murphy, Roths and Wetter**  
**Noes: None**  
**Absent: None**

AFFIDAVIT OF PUBLICATION

RECEIVED  
MAY 06 2010  
BY: .....

LAKE SHASTINA CSD  
16320 EVERHART DRIVE  
WEED, CA 96094

IN THE MATTER OF  
NOTICE OF PUBLIC HEARING

STATE OF CALIFORNIA ) ss:  
County of Siskiyou )

LORI CUMMINS

NOTICE OF PUBLIC HEARING  
On May 19, 2010, 5:00 pm, the Lake Shastina Community Services District shall hold a public hearing, in the Administration Building, 16320 Everhart Drive, Weed, CA, to consider adoption of the District's FY 2010/2011 Budget. News #4401. Pub. May 5, 2010.

of said County, being duly sworn, deposed and says: THAT she is and at all times herein mentioned was a citizen of the United States of America, over the age of twenty-one years, and that she is not, nor was she at any of the times hereinafter named a party to, nor interested in the above entitled matter; that she is the PRINCIPAL CLERK OF THE PRINTER of THE SISKIYOU DAILY NEWS, a newspaper of general circulation, printed and published in the City of Yreka, County of Siskiyou, State of California, and which newspaper is published for the dissemination of local and telegraphic news and intelligence of a general character, and which newspaper at all times herein mentioned had and still has a bona fide subscription list of paying subscribers, and which newspaper has been established, printed and published at regular intervals in the said City of Yreka, County of Siskiyou, State of California, for a period exceeding one year next preceding the date of publication of the notice hereinafter referred to; and which newspaper is not devoted to nor published for the interests, entertainment or instruction of a particular class, profession, trade, calling, race or denomination, or any number of same; that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof, on the following; dates, to-wit:

MAY 5, 2010

Siskiyou Daily News adjudicated May 18, 1953, No. 15190

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

(Signed) Lori Cummins  
Date: 5-5-10

5/4/11 -