



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

AGENDA SPECIAL MEETING

Wednesday, November 13, 2019, 10:00 a.m.
Administration Building
16320 Everhart Drive, Weed, California 96094 • (530) 938-3281

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENTS: This is an opportunity for members of the public to address the Board only on subject(s) of the special meeting.

Those who wish to speak on an item on the agenda, may do so by completing a Speaker's Card identifying the item(s) and return it to the Board Secretary. Each individual comment will be limited to three minutes. The Public Comment portion of the meeting will be limited to thirty minutes (total time). If needed, time limit may be extended with concurrence of the Board. No person may speak twice to the same item.

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 October 16, 2019
- B. Ratification of Disbursements: October 1 through October 31, 2019
- C. Budget Comparison: FY 2019/20
- D. LAIF Quarterly Report

MONTHLY REPORTS: NO ACTION ITEMS:

2. A. Department Written Reports
 1. Fire Department
 2. Police Department
 3. Sewer Department
 4. Water Department
- B. Committee Written Reports / Approved Minutes – Nothing to report.

DISCUSSION / REPORTS: ACTION ITEMS:

3. Consideration of approval: sell Pierce Dash 1992 Type 1 Fire Engine (FC Pappas)
4. Consideration of approval: purchase 2009 Dodge Ram command / utility vehicle for Fire Department (FC Pappas)
5. Consideration of approval: transfer inter-agency vehicles - Police/Administration (APC Bullington)
6. Consideration of adoption: resolutions amending the District Money Purchase Pension Plan (SAC Nelle)
 - A. Resolution 9-19, Corrective Amendment #3, effective January 1, 2017
 - B. Resolution 10-19, Amendment #4, effective August 25, 2019
7. Consideration of approval: destruction of District Records, Documents and Papers (GM Moser)
8. Consideration of approval: request from Dignity Health to make an interior modification to the Lake Shastina Medical Clinic building (GM Moser)
9. Consideration of approval: purchase new vehicle for Public Works (GM Moser)

STAFF COMMENTS:

BOARD MEMBER COMMENTS:

PUBLIC COMMENTS ON CLOSED SESSION:

ADJOURN TO CLOSED SESSION:

CLOSED SESSION:

- A. Personnel: Public Employee Performance Evaluation (Gov. Code §54957): General Manager
- B. Conference with Legal Counsel – Pending Litigation (Gov. Code § 54956.9): Existing Litigation Johnson v. LSCSD Police Department et. al., Case No. 2:19-CV-01193-MCE-DMC

RETURN TO OPEN SESSION:

REPORT ON CLOSED SESSION:

ADJOURNMENT: The next LSCSD Regular Board Meeting is on December 18, 2019 1:00 p.m. at the Administration Building.

Supplementary documents and other materials distributed to the District board after their agenda packets have been distributed to the members may be viewed at the District office and obtained at the meeting.

**LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

Regular Meeting
Wednesday, October 16, 2019, 1:00 p.m.
Administration Building
16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

Unapproved MINUTES

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

LSCSD Board Roll Call: Beck ☒ Cupp ☒ MacIntosh ☒ Mitchell ☐ Thompson ☒

Staff present: GM Moser, AA Charvez, FC Pappas, PO Barr, (SAC Nelle for a portion of the meeting). There were 10 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS: None

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

1. A. Approval of Minutes: Regular Meeting September 18, 2019 and Special Meeting September 25, 2019
- B. Ratification of Disbursements: September 1 through September 30, 2019
- C. Budget Comparison: FY 2019/20
- D. Accounts Receivables Aging Analysis: FY 2019/20

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

Ayes: Directors Beck, Cupp, MacIntosh and Thompson

Noes: None

Absent: Director Mitchell

MONTHLY REPORTS: NO ACTION ITEMS:

2. A. Department Written Reports
 1. Fire Department: FC Pappas reported.
 2. Police Department: PO Barr reported.
 3. Sewer Department: GM Moser reported.
 4. Water Department: GM Moser reported.
- B. Committee Verbal / Written Reports / Approved Minutes (when applicable)
 1. Safety Committee Verbal Report: Dir. Beck and GM Moser reported.

DISCUSSION / REPORTS: ACTION ITEMS:

3. Consideration of approval of Employment Agreement: Fire Captain - Recruitment & Retention Coordinator (SAFER Grant Position): GM Moser reported. The Board discussed.

Motion by Dir. Cupp second Dir. Beck to approve Employment Agreement: Fire Captain – Recruitment & Retention Coordinator (SAFER Grant Position), as presented.

Ayes: Directors Beck, Cupp, MacIntosh and Thompson

Noes: None

Absent: Director Mitchell

4. Consideration of setting date and time for Holiday Tree Lighting Event GM Moser reported. The Board discussed.

Motion by Dir. Cupp second Dir. Beck to set December 7, 2019 for the Holiday Tree Lighting Event.

Ayes: Directors Beck, Cupp, MacIntosh and Thompson

Noes: None

Absent: Director Mitchell

STAFF COMMENTS: None

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT: With no objections by the Board, Pres. Thompson adjourned the meeting at 1:41 p.m. The November 20, 2019 LSCSD Regular Board Meeting has been cancelled. A Special Board Meeting has been scheduled to be held on November 13, 2019 10:00 a.m. at the Administration Building.

Approval Date: _____

Rick Thompson, President

ATTEST:

Robert Moser, General Manager/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 October 1 thru October 31, 2019 for a total of: " \$ 230,098.13

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

Submitted for October 2019	\$ 230,098.13
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Expenses - Regular Checks Mechanics Bank Account	\$ 136,053.01
Expenses - Payroll & Liability Checks Mechanics Bank Account	\$ 94,045.12
<u>Subtotal</u>	<u>\$ 230,098.13</u>
<u>Total CSD Expenses</u>	<u>\$ 230,098.13</u>

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - MECHANICS BANK

1B

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10 General	15 Sewer	20 Water	25 Police	26 COPS Grant	30 Fire
10/2/2019	946	Pacific Power	18,808.42	18,808.42		738.05	4,947.44	12,667.78	220.93		234.22
10/3/2019	942	AT&T	98.42	98.42			49.21	49.21			
10/3/2019	944	First Ntl Bank-WB	1,113.67	1,113.67						1,113.67	
10/3/2019	945	First Ntl Bank-SP	106.85	106.85							106.85
10/3/2019	947	Pitney Bowes	202.70	202.70		202.70					
10/3/2019	948	Verizon Wireless	1.55	1.55						(41.52)	43.07
10/3/2019	949	Verizon Wireless	61.26	61.26							61.26
10/3/2019	23597	Alanna DeBon	81.66	81.66		70.69				10.97	
10/3/2019	23598	Basic Lab	134.40	134.40				134.40			
10/3/2019	23599	Cal Ore Telephone	426.70	426.70		192.21	63.85	63.85	85.43		21.36
10/3/2019	23600	Capital Research & Management	196.88	196.88			24.61	24.61	49.22	49.22	49.22
10/3/2019	23601	City National Bank	30,512.72	30,512.72			30,512.72				
10/3/2019	23602	Cowley D&L	153.90	153.90			116.63	37.27			
10/3/2019	23603	Department of Motor Vehicals	518.00	518.00						518.00	
10/3/2019	23604	Jessica Mead	25.80	25.80		25.80					
10/3/2019	23605	Lake Shastina Golf Resort	10.73	10.73							10.73
10/3/2019	23606	LSCSD Utilities	1,256.55	1,256.55		933.87			153.09		169.59
10/3/2019	23607	Petty Cash-VOIDED continued to Ck# 23608									
10/3/2019	23608	Petty Cash	198.51	198.51		113.70	77.59	27.59		134.13	(154.50)
10/3/2019	23609	Quill Corp	284.02	284.02		181.11				25.73	77.18
10/3/2019	23610	Rodney Villa	179.99	179.99			89.99	90.00			
10/3/2019	23611	Shasta Auto Supply	194.12	194.12			3.41	10.68		140.96	39.07
10/3/2019	23612	Siskiyou Co. Tax Collector	63.00	63.00		63.00					
10/3/2019	23613	Solano's	995.24	995.24			72.06	907.99			15.19
10/3/2019	23614	Tammy or Kevin Price	11.62	11.62		11.62					
10/3/2019	23615	US Postal Services	610.00	610.00		610.00					
10/3/2019	23616	Western Business Products	117.54	117.54		117.54					
10/3/2019	23617	Will Bullington	14.00	14.00						14.00	
10/3/2019	23618	Woods Pest Control	166.00	166.00		83.00			41.50		41.50
10/3/2019	23619	XIO	382.00	382.00				382.00			
10/10/2019	23620	NCGT Security Fund	15,669.00	15,669.00		5,625.50	2,979.99	2,538.51	1,195.00	1,665.00	1,665.00
10/10/2019	23621-23623	Payroll Checks (Live Checks)	3,430.25		3,430.25		2,957.89				472.36
10/10/2019	504322	EDD EFT	1,394.97		1,394.97	459.01	488.84		127.85	82.85	236.42
10/10/2019	504323	EFTPS EFT	4,241.70		4,241.70	1,048.60	1,576.34		338.76	130.53	1,147.47
10/10/2019	504324	American Funds EFT	63.46		63.46						63.46
10/10/2019	504325	CalPERS Classic EFT	2,737.10		2,737.10	1,091.26	1,414.72		231.12		
10/10/2019	504326	CalPERS PEPRA EFT	1,851.18		1,851.18	419.85	382.38		594.20	454.75	
10/10/2019	504327	CalPERS 457 EFT	844.48		844.48	275.00	368.62		100.00	100.86	
10/10/2019	504328	MB EFT - Payroll Checks (Direct Deposits)	24,155.24		24,155.24	7,637.55	6,143.29		3,732.48	2,461.06	4,180.86

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - MECHANICS BANK

1B

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10 General	15 Sewer	20 Water	25 Police	26 COPS Grant	30 Fire
10/10/2019	23624-23625	Payroll Checks (Live Checks)	3,376.46		3,376.46						3,376.46
10/10/2019	504331	EDD EFT	401.58		401.58						401.58
10/10/2019	504332	EFTPS EFT	968.86		968.86						968.86
10/10/2019	504333	MB EFT - Payroll Checks (Direct Deposits)	3,645.91		3,645.91						3,645.91
10/17/2019	950	AT&T	100.26	100.26			50.13	50.13			
10/17/2019	951	US Bank Equipment Finance	137.95	137.95						137.95	
10/17/2019	952	US Cellular	130.65	130.65						130.65	
10/17/2019	953	Pacific Power	13,198.65	13,198.65		709.17	3,593.02	8,545.45	168.86		182.15
10/17/2019	23626	Basic Lab	1,349.40	1,349.40			1,215.00	134.40			
10/17/2019	23627	Carol Cupp	59.75	59.75		59.75					
10/17/2019	23628	Don R. Erickson Oil	4,371.65	4,371.65		981.10	917.13	679.01		651.27	1,143.14
10/17/2019	23629	Ferguson Waterworks	1,190.19	1,190.19			229.56	960.63			
10/17/2019	23630	Golden State Emergency	204.59	204.59							204.59
10/17/2019	23631	Hue & Cry	38.00	38.00		38.00					
10/17/2019	23632	John E. McCarthy Jr.	623.47	623.47		83.00	176.08	176.07	42.00		146.32
10/17/2019	23633	Lake Shastina Golf Resort	28.91	28.91				28.91			
10/17/2019	23634	Les Schwab Tires	308.04	308.04			308.04				
10/17/2019	23635	Mt.Shasta IT Services	2,200.00	2,200.00		660.00	330.00	330.00	440.00	220.00	220.00
10/17/2019	23636	Multiple Pump Services	378.17	378.17			378.17				
10/17/2019	23637	Municipal Emergency Services	112.03	112.03							112.03
10/17/2019	23638	Prentice Long, PC	3,785.70	3,785.70		280.00			3,418.20		87.50
10/17/2019	23639	Quill Corp	700.06	700.06		700.06					
10/17/2019	23640	Rick Thompson	57.66	57.66		57.66					
10/17/2019	23641	Robert Moser	23.00	23.00		23.00					
10/17/2019	23642	Shasta Valley Chainsaw	274.87	274.87							274.87
10/17/2019	23643	SHN Consulting Engineers	2,880.00	2,880.00			2,880.00				
10/17/2019	23644	Siskiyou Disposal	250.00	250.00		85.00	42.50	42.50	40.00		40.00
10/17/2019	23645	Stan Beck	55.51	55.51		55.51					
10/17/2019	23646	Steve Pappas	451.40	451.40							451.40
10/17/2019	23647	Will Bullington	29.98	29.98						29.98	
10/24/2019	23664-23666	Payroll Checks (Live Checks)	3,446.32		3,446.32		2,852.05				594.27
10/24/2019	23667	Union Dues	660.48		660.48	299.00	226.00		77.24	58.24	
10/24/2019	504353	EDD EFT	1,199.31		1,199.31	444.44	448.99		116.29	121.14	68.45
10/24/2019	504354	EFTPS EFT	3,712.07		3,712.07	1,036.55	1,460.78		305.26	213.03	896.45
10/24/2019	504355	American Funds EFT	101.54		101.54						101.54
10/24/2019	N/A	American Funds Payable - overpaid 9/26/19 payroll				96.10					(96.10)
10/24/2019	504356	CalPERS Classic EFT	2,737.10		2,737.10	1,091.26	1,414.72		231.12		
10/24/2019	504357	CalPERS PEPRA EFT	1,880.36		1,880.36	419.85	382.38		623.38	454.75	
10/24/2019	504358	Aflac	228.04		228.04	33.12	194.92				
10/24/2019	504359	CalPERS 457 EFT	862.77		862.77	275.00	388.62		100.00	119.15	
10/24/2019	504360	MB EFT - Payroll Checks (Direct Deposits)	21,438.67		21,438.67	7,592.11	5,628.08		2,591.40	2,940.32	2,686.76

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - MECHANICS BANK

1B

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10 General	15 Sewer	20 Water	25 Police	26 COPS Grant	30 Fire
10/24/2019	23648-23649	Payroll Checks (Live Checks)	4,333.40		4,333.40						4,333.40
10/24/2019	504336	EDD EFT	424.45		424.45						424.45
10/24/2019	504337	EFTPS EFT	1,388.05		1,388.05						1,388.05
10/24/2019	504338	MB EFT - Payroll Checks (Direct Deposits)	4,521.37		4,521.37						4,521.37
10/25/2019	954	CA State Board of Equalization	1,434.00	1,434.00		7.51	1,247.30	62.25		10.61	106.33
10/30/2019	JE #81494	OPC NSF Fee - Sept. CC pmt	5.95	5.95		5.95					
10/31/2019	955	Utility Telephone	499.33	499.33		299.60				149.80	49.93
10/31/2019	956	Williams Scotsman Inc.	293.33	293.33			146.67	146.66			
10/31/2019	957	First Ntl Bank-DN	193.49	193.49		193.49					
10/31/2019	959	First Ntl Bank-WB	543.29	543.29		166.40				376.89	
10/31/2019	960	First Ntl Bank-RM	1,326.82	1,326.82		1,189.82	68.50	68.50			
10/31/2019	961	Verizon Wireless	43.12	43.12							43.12
10/31/2019	962	Verizon Wireless	61.26	61.26							61.26
10/31/2019	23668	Advantage Paving & Excavating	13,754.42	13,754.42		7,503.34	6,251.08				
10/31/2019	23669	Associated Pension Consultants	550.00	550.00					275.00	275.00	
10/31/2019	23670	Axon Enterprises, Inc.	1,673.10	1,673.10						1,673.10	
10/31/2019	23671	Cowley D&L Inc	29.82	29.82				29.82			
10/31/2019	23672	Donald R Wood	1,170.00	1,170.00				1,170.00			
10/31/2019	23673	Kellie Power	530.00	530.00		400.00			65.00		85.00
10/31/2019	23674	Peterson Cat	7,024.88	7,024.88		5,017.76	2,007.12				
10/31/2019	23675	Quill Corp	715.62	715.62		715.62					
10/31/2019	23676	Underground Service Alert	150.00	150.00			75.00	75.00			
10/31/2019	23677	US Bank	98.24	98.24						98.24	
10/31/2019	23678	US Postal Services	339.50	339.50		339.50					
10/31/2019	23679	Will Johnson Electric	70.00	70.00		70.00					
10/30/2019	81584	Bank Fees - Online ACH Item Fee	11.70	11.70		11.70					
			230,098.13	136,053.01	94,045.12	50,840.43	85,161.42	29,433.22	15,363.33	14,520.33	34,779.40

LAKE SHASTINA COMMUNITY SERVICES DISTRICT

1C

October 2019 Detailed Budget Comparison 2019/2020 YTD

For the Period: 7/1/2019 to 10/31/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	11/5/2019 % Bud
Fund: 10 - LSCSD General Fund						
Revenues						
Dept: 00						
4055.000 Misc Operational Income	500.00	500.00	355.51	15.51	144.49	71.1
4056.000 Misc-Non Operating Income	0.00	0.00	1,501.00	0.00	-1,501.00	0.0
4070.000 Antenna Lease Revenue	23,439.39	23,439.39	7,558.59	1,985.22	15,880.80	32.2
5050.000 Transfer Fees	4,000.00	4,000.00	1,500.00	380.00	2,500.00	37.5
5080.000 Interest Earned-OPS	100.00	100.00	13.25	3.10	86.75	13.3
5081.000 Interest Earned-RSV	1,000.00	1,000.00	993.83	0.00	6.17	99.4
Dept: 22 Medical Clinic						
4053.000 Medical Clinic Revenue	60,264.00	60,264.00	20,088.00	10,044.00	40,176.00	33.3
Revenues	89,303.39	89,303.39	32,010.18	12,427.83	57,293.21	35.8
Expenditures						
Dept: 01 General Admin						
7002.000 Admin Overhead Alloc	-483,085.35	-483,085.35	-172,108.51	-37,823.94	-310,976.84	35.6
7020.000 IT Contract Services/Server	12,500.00	12,500.00	1,320.00	330.00	11,180.00	10.6
7026.000 Contract Services	15,000.00	15,000.00	1,217.75	254.00	13,782.25	8.1
7033.000 Licenses, Permits, Fees	2,600.00	2,600.00	368.80	82.60	2,233.20	14.1
7034.000 Dues & Subscriptions	7,500.00	7,500.00	416.18	0.00	7,083.82	5.5
7035.000 Advertising	250.00	250.00	56.45	0.00	193.55	22.6
7040.000 Insurance (Liability)	675.00	675.00	794.34	0.00	-119.34	117.7
7041.000 Legal	15,000.00	15,000.00	2,054.26	0.00	12,945.74	13.7
7050.100 Off Exp-Supplies	5,000.00	5,000.00	2,378.32	781.77	2,621.68	47.6
7050.200 Off Exp-Postage	6,000.00	6,000.00	2,896.35	339.50	3,103.65	48.3
7050.400 Off Exp-Maint	7,750.00	7,750.00	6,396.43	0.00	1,353.57	82.5
7062.000 Repair & Maintenance	3,500.00	3,500.00	99.19	0.00	3,400.81	2.8
7063.000 Fuel	1,000.00	1,000.00	75.95	0.00	924.05	7.6
7064.000 Materials/Supplies/Small Tools	1,500.00	1,500.00	213.27	0.00	1,286.73	14.2
7065.000 Vehicle Repair/Maintenance	2,000.00	2,000.00	17.23	0.00	1,982.77	0.9
7101.000 Property Taxes	140.00	140.00	63.00	63.00	77.00	45.0
7105.000 Utilities - CSD	1,000.00	1,000.00	1,402.61	466.94	-402.61	140.3
7105.100 Util-Telephone	2,300.00	2,300.00	651.33	149.80	1,648.67	28.3
7105.200 Util-Electric	5,500.00	5,500.00	958.60	253.12	4,541.40	17.4
7105.400 Utilities-Propane	500.00	500.00	87.50	0.00	412.50	17.5
7105.600 Utility - Internet	1,550.00	1,550.00	512.56	128.14	1,037.44	33.1
7204.000 Events	600.00	600.00	0.00	0.00	600.00	0.0
7501.000 Payroll Expense	306,716.29	306,716.29	89,245.83	23,539.98	217,470.46	29.1
7513.000 Payroll-TAXES	7,051.39	7,051.39	1,934.99	557.38	5,116.40	27.4
7514.000 Payroll-Benefits	83,550.60	83,550.60	21,664.00	6,044.50	61,886.60	25.9
7516.200 Pension Cost (CalPERS)	26,319.20	26,319.20	8,075.86	2,076.78	18,243.34	30.7
7516.400 CalPERS Fees	400.00	400.00	364.00	0.00	36.00	91.0
7516.500 CalPERS UAL Expense	35,857.62	35,857.62	35,857.62	0.00	0.00	100.0
7518.000 Workers Comp	26,146.56	26,146.56	26,135.00	0.00	11.56	100.0
7530.000 Payroll Reimbursement	8,000.00	8,000.00	5,884.45	2,473.43	2,115.55	73.6
7530.100 PIR Reimbursement Admin	-79,781.92	-79,781.92	-30,908.30	-7,184.10	-48,873.62	38.7
7550.000 Travel & Training	5,000.00	5,000.00	3,290.00	1,066.76	1,710.00	65.8
7551.000 Meals	1,000.00	1,000.00	509.12	279.98	490.88	50.9
Dept: 22 Medical Clinic						
7026.000 Contract Services	3,000.00	3,000.00	400.00	0.00	2,600.00	13.3
7040.000 Insurance (Liability)	700.00	700.00	779.23	0.00	-79.23	111.3
7062.000 Repair & Maintenance	3,000.00	3,000.00	991.28	0.00	2,008.72	33.0
7063.000 Fuel	0.00	0.00	11.81	0.00	-11.81	0.0
7080.000 Interest Expense	9,500.00	9,500.00	4,423.19	2,132.35	5,076.81	46.6
7084.000 Loan Principle Expense	34,500.00	34,500.00	17,576.81	8,867.65	16,923.19	50.9
7530.000 Payroll Reimbursement	2,500.00	2,500.00	4,615.70	63.69	-2,115.70	184.6
Medical Building Reserves	7,064.00	7,064.00	2,354.68	588.67	4,709.32	33.3
Dept: 23 Green Waste Site						
7026.000 Contract Services	0.00	0.00	8,957.76	8,957.76	-8,957.76	0.0
7063.000 Fuel	0.00	0.00	301.12	0.00	-301.12	0.0
7064.000 Materials/Supplies/Small Tools	0.00	0.00	3,588.34	3,588.34	-3,588.34	0.0
7530.000 Payroll Reimbursement	0.00	0.00	8,989.50	7,753.36	-8,989.50	0.0
Expenditures	89,303.39	89,303.39	64,911.60	25,831.46	24,391.79	72.7

For the Period: 7/1/2019 to 10/31/2019

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 15 - LSCSD Sewer Dept						
Revenues						
Dept: 00						
4001.100 Assmt/Revenue-Residential	479,433.60	479,433.60	255,991.80	135,894.00	223,441.80	53.4
4001.200 Assmt/Revenue-Standby	65,484.00	65,484.00	32,727.00	0.00	32,757.00	50.0
4001.300 Assmt/Revenue-Commercial	6,813.60	6,813.60	8,648.81	2,498.01	-1,835.21	126.9
4003.000 Late Payment Revenue	2,800.00	2,800.00	1,112.36	-78.98	1,687.64	39.7
4055.000 Misc-Non Operating Income	0.00	0.00	858.00	0.00	-858.00	0.0
5004.000 Sewer Hook Up Fee	43,491.00	43,491.00	7,248.50	0.00	36,242.50	16.7
5005.000 Sewer Payment Contracts	252.00	252.00	0.00	0.00	252.00	0.0
5040.000 Gain on Sale of Equipment	4,500.00	4,500.00	0.00	0.00	4,500.00	0.0
5081.000 Interest Earned-RSV	3,400.00	3,400.00	1,425.72	0.00	1,974.28	41.9
Dept: 23 Green Waste Site						
4055.000 Misc Operational Income	3,000.00	3,000.00	0.00	0.00	3,000.00	0.0
Revenues	609,174.20	609,174.20	308,012.19	138,313.03	301,162.01	50.6
Expenditures						
Dept: 01 General Admin						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	154,587.32	154,587.32	55,074.72	12,103.66	99,512.60	35.6
7010.000 Capital Improvement	143,500.00	143,500.00	45,195.01	0.00	98,304.99	31.5
Less Reimbursement due from LAIF Savings	-143,500.00	-143,500.00	-45,195.01	0.00	-98,304.99	-31.5
7020.000 IT Contract Services/Server	4,200.00	4,200.00	1,320.00	330.00	2,880.00	31.4
7026.000 Contract Services	18,000.00	18,000.00	12,698.13	5,487.12	5,301.87	70.5
7033.000 Licenses, Permits, Fees	8,000.00	8,000.00	59.69	0.00	7,940.31	0.7
7034.000 Dues & Subscriptions	500.00	500.00	206.23	0.00	293.77	41.2
7035.000 Advertising	250.00	250.00	0.00	0.00	250.00	0.0
7040.000 Insurance (Liability)	14,000.00	14,000.00	13,879.56	0.00	120.44	99.1
7041.000 Legal	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
7050.100 Off Exp-Supplies	400.00	400.00	0.00	0.00	400.00	0.0
7050.200 Off Exp-Postage	100.00	100.00	4.85	0.00	95.15	4.9
7055.000 Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
7061.000 Rental Equipment	500.00	500.00	0.00	0.00	500.00	0.0
7062.000 Repair & Maintenance	16,000.00	16,000.00	4,348.36	3,985.08	11,651.64	27.2
7063.000 Fuel	6,500.00	6,500.00	3,017.25	62.00	3,482.75	46.4
7064.000 Materials/Supplies/Small Tools	6,000.00	6,000.00	3,041.68	0.00	2,958.32	50.7
7065.000 Vehicle Repair/Maintenance	3,000.00	3,000.00	765.72	384.67	2,234.28	25.5
7080.000 Interest Expense	18,718.65	18,718.65	9,669.37	9,669.37	9,049.28	51.7
7085.000 Municipal Finance Principle	42,306.79	42,306.79	20,843.35	20,843.35	21,463.44	49.3
7100.000 Lease/Rent Expense	1,775.00	1,775.00	689.33	146.67	1,085.67	38.8
7105.100 Util-Telephone	490.00	490.00	197.49	50.13	292.51	40.3
7105.200 Util-Electric	52,000.00	52,000.00	15,401.84	3,593.02	36,598.06	29.6
7105.300 Util-Waste	510.00	510.00	127.50	0.00	382.50	25.0
7105.600 Utility - Internet	750.00	750.00	254.51	63.86	495.49	33.9
7501.000 Payroll Expense	171,024.24	171,024.24	43,627.01	12,756.79	127,397.23	25.5
7513.000 Payroll-TAXES	3,806.92	3,806.92	632.68	185.00	3,174.34	16.6
7514.000 Payroll-Benefits	44,294.39	44,294.39	11,919.96	2,979.99	32,374.43	26.9
7516.200 Pension Cost (CalPERS)	12,456.53	12,456.53	3,692.78	1,048.33	8,763.75	29.6
7516.400 CalPERS Fees	200.00	200.00	196.00	0.00	4.00	98.0
7516.500 CalPERS UAL Expense	18,754.86	18,754.86	18,632.69	0.00	122.17	99.3
7516.600 Pension Plan Fees (MPPP)	100.00	100.00	62.11	0.00	37.89	62.1
7518.000 Workers Comp	14,458.11	14,458.11	14,573.00	0.00	-114.89	100.8
7530.000 Payroll Reimbursement	-9,700.00	-9,700.00	-22,842.76	-10,308.38	13,142.76	235.5
7550.000 Travel & Training	4,000.00	4,000.00	0.00	0.00	4,000.00	0.0
7551.000 Meals	1,000.00	1,000.00	26.45	0.00	973.55	2.6
7552.000 Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0.0
7555.000 Personal Protective Equip PPE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.0
7556.000 Uniforms	1,200.00	1,200.00	369.34	0.00	830.66	30.8
Dept: 23 Green Waste Site						
7026.000 Contract Services	800.00	800.00	0.00	-25.00	800.00	0.0
7063.000 Fuel	25.00	25.00	0.00	0.00	25.00	0.0
7064.000 Materials/Supplies/Small Tools	100.00	100.00	0.00	0.00	100.00	0.0
7530.000 Payroll Reimbursement	1,200.00	1,200.00	0.00	0.00	1,200.00	0.0
Dept: 36 Planning Grants						
7026.000 Contract Services	0.00	0.00	3,585.60	0.00	-3,585.60	0.0
7530.000 Payroll Reimbursement	0.00	0.00	987.80	14.52	-987.80	0.0
Expenditures	619,107.81	619,107.81	217,062.24	63,371.17	402,045.57	35.1

For the Period: 7/1/2019 to 10/31/2019

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 20 - LSCSD Water Dept						
Revenues						
Dept: 00						
4001.100 Assmt/Revenue-Residential	337,662.52	337,662.52	195,794.54	110,333.89	141,867.98	58.0
4001.200 Assmt/Revenue-Standby	102,760.00	102,760.00	51,340.00	0.00	51,420.00	50.0
4001.300 Assmt/Revenue-Commercial	14,135.78	14,135.78	8,502.44	1,651.83	5,633.34	60.1
4003.000 Late Payment Revenue	9,000.00	9,000.00	2,629.39	71.36	6,370.61	29.2
4056.000 Misc-Non Operating Income	0.00	0.00	536.00	0.00	-536.00	0.0
4075.000 Water Capacity Expansion Fee	1,920.00	1,920.00	0.00	0.00	1,920.00	0.0
5006.000 Water Hook Up Fee	1,590.00	1,590.00	0.00	0.00	1,590.00	0.0
5040.000 Gain on Sale of Equipment	4,500.00	4,500.00	0.00	0.00	4,500.00	0.0
5081.000 Interest Earned-RSV	13,500.00	13,500.00	3,648.75	0.00	9,851.25	27.0
Dept: 22 Medical Clinic						
4054.000 Loan Principle Revenue	34,000.00	34,000.00	17,576.81	8,867.65	16,423.19	51.7
5081.000 Interest Earned-RSV	10,000.00	10,000.00	4,423.19	2,132.35	5,576.81	44.2
Revenues	529,068.30	529,068.30	284,451.12	123,057.08	244,617.18	53.8
Expenditures						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	173,910.73	173,910.73	61,959.07	13,616.62	111,951.66	35.6
7010.000 Capital Improvement	53,500.00	53,500.00	137,224.83	0.00	-83,724.83	256.5
Less Reimbursement due from LAIF Savings	-53,500.00	-53,500.00	-137,224.83	0.00	83,724.83	-256.5
7020.000 IT Contract Services/Server	4,200.00	4,200.00	1,320.00	330.00	2,880.00	31.4
7026.000 Contract Services	24,000.00	24,000.00	3,579.42	1,686.40	20,420.58	14.9
7033.000 Licenses, Permits, Fees	3,500.00	3,500.00	59.69	0.00	3,440.31	1.7
7034.000 Dues & Subscriptions	1,300.00	1,300.00	788.98	0.00	511.02	60.7
7035.000 Advertising	250.00	250.00	0.00	0.00	250.00	0.0
7040.000 Insurance (Liability)	20,500.00	20,500.00	18,532.78	0.00	1,967.22	90.4
7041.000 Legal	5,000.00	5,000.00	0.00	0.00	5,000.00	0.0
7050.100 Off Exp-Supplies	650.00	650.00	0.00	0.00	650.00	0.0
7050.200 Off Exp-Postage	800.00	800.00	0.00	0.00	800.00	0.0
7055.000 Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
7062.000 Repair & Maintenance	33,000.00	33,000.00	585.23	0.00	32,414.77	1.8
7063.000 Fuel	6,500.00	6,500.00	2,340.07	62.00	4,159.93	36.0
7064.000 Materials/Supplies/Small Tools	25,000.00	25,000.00	4,980.02	29.82	20,019.98	19.9
7065.000 Vehicle Repair/Maintenance	3,000.00	3,000.00	79.52	6.50	2,920.48	2.7
7100.000 Lease/Rent Expense	1,775.00	1,775.00	689.32	146.66	1,085.68	38.8
7105.100 Util-Telephone	1,000.00	1,000.00	197.51	50.13	802.49	19.8
7105.200 Util-Electric	97,000.00	97,000.00	37,521.99	8,545.45	59,478.01	38.7
7105.300 Util-Waste	510.00	510.00	127.50	0.00	382.50	25.0
7105.600 Utility - Internet	750.00	750.00	254.52	63.85	495.48	33.9
7501.000 Payroll Expense	107,511.10	107,511.10	35,299.43	7,153.96	72,211.67	32.8
7513.000 Payroll-TAXES	2,393.15	2,393.15	511.82	103.73	1,881.33	21.4
7514.000 Payroll-Benefits	27,844.81	27,844.81	10,154.04	2,538.51	17,690.77	36.5
7516.200 Pension Cost (CalPERS)	7,830.56	7,830.56	3,007.94	590.27	4,822.62	38.4
7516.400 CalPERS Fees	200.00	200.00	140.00	0.00	60.00	70.0
7516.500 CalPERS UAL Expense	11,790.51	11,790.51	11,912.69	0.00	-122.18	101.0
7516.800 Pension Plan Fees (MPPP)	100.00	100.00	62.11	0.00	37.89	62.1
7518.000 Workers Comp	9,088.81	9,088.81	9,161.00	0.00	-72.19	100.8
7550.000 Travel & Training	4,000.00	4,000.00	0.00	0.00	4,000.00	0.0
7551.000 Meals	1,000.00	1,000.00	62.94	0.00	937.06	6.3
7555.000 Personal Protective Equip PPE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.0
7556.000 Uniforms	1,200.00	1,200.00	369.35	0.00	830.65	30.8
Expenditures	580,904.67	580,904.67	203,696.94	34,923.90	377,207.73	35.1

For the Period: 7/1/2019 to 10/31/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 25 - LSCSD Police Department						
Revenues						
4001.100 Assmt/Revenue-Residential	137,390.00	137,390.00	68,908.78	34,396.38	68,481.22	50.2
4001.200 Assmt/Revenue-Standby	282,260.00	282,260.00	141,029.17	0.00	141,230.83	50.0
4001.300 Assmt/Revenue-Commercial	3,520.00	3,520.00	1,540.00	0.00	1,980.00	43.8
4003.000 Late Payment Revenue	10,000.00	10,000.00	4,312.59	-43.41	5,687.41	43.1
4056.000 Misc-Non Operating Income	3,200.00	3,200.00	1,263.00	0.00	1,937.00	39.5
5054.000 Animal Control Fees - Other	300.00	300.00	295.00	0.00	5.00	98.3
5065.000 Animal License Fee	4,800.00	4,800.00	950.00	260.00	3,850.00	19.8
5056.000 Warrant	1,500.00	1,500.00	332.81	99.85	1,167.19	22.2
5062.000 Event/Donations	500.00	500.00	0.00	0.00	500.00	0.0
5081.000 Interest Earned-RSV	5,700.00	5,700.00	1,559.92	0.00	4,140.08	27.4
Revenues	449,170.00	449,170.00	220,191.27	34,712.82	228,978.73	49.0

Expenditures						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	82,124.50	82,124.50	29,258.44	6,430.07	52,866.06	35.6
7010.000 Capital Improvement	7,500.00	7,500.00	0.00	0.00	7,500.00	0.0
Less Reimbursement due from LAIF Savings	-7,500.00	-7,500.00	0.00	0.00	-7,500.00	0.0
7020.000 IT Contract Services/Server	10,000.00	10,000.00	1,760.00	440.00	8,240.00	17.6
7026.000 Contract Services	2,500.00	2,500.00	645.93	65.00	1,854.07	25.8
7034.000 Dues & Subscriptions	3,000.00	3,000.00	2,937.49	0.00	62.51	97.9
7035.000 Advertising	250.00	250.00	278.50	0.00	-28.50	111.4
7040.000 Insurance (Liability)	5,100.00	5,100.00	7,366.06	0.00	-2,266.06	144.4
7041.000 Legal	2,500.00	2,500.00	5,855.70	0.00	-3,355.70	234.2
7105.000 Utilities - CSD	600.00	600.00	527.06	153.09	72.94	87.8
7105.100 Util-Telephone	0.00	0.00	0.00	0.00	0.00	0.0
7105.200 Util-Electric	3,000.00	3,000.00	681.66	168.86	2,318.34	22.7
7105.300 Util-Waste	480.00	480.00	120.00	0.00	360.00	25.0
7105.400 Utilities-Propane	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
7105.600 Utility - Internet	1,025.00	1,025.00	341.72	85.43	683.28	33.3
7501.000 Payroll Expense	186,068.43	186,068.43	30,524.02	8,414.12	155,544.41	16.4
7513.000 Payroll-TAXES	15,536.23	15,536.23	1,384.58	122.01	14,151.65	8.9
7514.000 Payroll-Benefits	57,015.00	57,015.00	3,115.00	1,195.00	53,900.00	5.5
7516.100 Pension Cost (MPPP)	8,871.72	8,871.72	547.32	0.00	8,324.40	6.2
7516.200 Pension Cost (CalPERS)	0.00	0.00	1,281.13	632.97	-1,281.13	0.0
7516.600 Pension Plan Fees (MPPP)	1,000.00	1,000.00	399.22	275.00	600.78	39.9
7518.000 Workers Comp	13,117.18	13,117.18	15,855.00	0.00	-2,737.82	120.9
7530.000 Payroll Reimbursement	1,200.00	1,200.00	1,405.80	107.93	-205.80	117.2
7552.000 Employee Physical Exams-Shots	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
Expenditures	398,188.06	398,188.06	104,284.63	18,089.48	293,903.43	25.7

For the Period: 7/1/2019 to 10/31/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 26 - COPS Grant						
Revenues						
5075.000 Grant Income	130,000.00	130,000.00	9,443.09	9,443.09	120,556.91	7.3
Revenues	130,000.00	130,000.00	9,443.09	9,443.09	120,556.91	7.3
Expenditures						
7020.000 IT Contract Services/Server	2,200.00	2,200.00	880.00	220.00	1,320.00	40.0
7033.000 Licenses, Permits, Fees	5,000.00	5,000.00	2,255.00	0.00	2,745.00	45.1
7050.100 Off Exp-Supplies	1,300.00	1,300.00	183.77	55.95	1,116.23	14.1
7050.200 Off Exp-Postage	400.00	400.00	18.55	0.00	381.45	4.6
7050.400 Off Exp-Maint	2,000.00	2,000.00	507.85	137.95	1,492.15	25.4
7062.000 Repair & Maintenance	1,600.00	1,600.00	0.00	0.00	1,600.00	0.0
7063.000 Fuel	10,500.00	10,500.00	3,389.81	98.24	7,110.19	32.3
7084.000 Materials/Supplies/Small Tools	8,000.00	8,000.00	2,199.48	1,701.02	5,800.52	27.5
7065.000 Vehicle Repair/Maintenance	8,000.00	8,000.00	651.24	53.65	7,348.76	8.1
7068.000 Vehicle Equipment	7,000.00	7,000.00	0.00	0.00	7,000.00	0.0
7105.100 Util-Telephone	5,150.00	5,150.00	1,292.37	280.45	3,857.63	25.1
7501.000 Payroll Expense	71,857.05	71,857.05	25,752.40	6,568.87	46,104.65	35.8
7513.000 Payroll-TAXES	5,931.06	5,931.06	1,153.49	95.25	4,777.57	19.4
7514.000 Payroll-Benefits	20,979.00	20,979.00	6,660.00	1,665.00	14,319.00	31.7
7516.100 Pension Cost (MPPP)	2,698.99	2,698.99	339.23	0.00	2,359.76	12.6
7516.200 Pension Cost (CalPERS)	0.00	0.00	945.12	472.56	-945.12	0.0
7516.600 Pension Plan Fees (MPPP)	200.00	200.00	324.22	275.00	-124.22	162.1
7518.000 Workers Comp	6,107.85	6,107.85	6,123.00	0.00	-15.15	100.2
7550.000 Travel & Training	9,000.00	9,000.00	1,315.43	95.00	7,684.57	14.6
7551.000 Meals	2,000.00	2,000.00	188.35	174.35	1,811.65	9.4
7552.000 Employee Physical Exams-Shots	300.00	300.00	0.00	0.00	300.00	0.0
7555.000 Personal Protective Equip PPE	4,500.00	4,500.00	0.00	0.00	4,500.00	0.0
7556.000 Uniforms	3,000.00	3,000.00	164.19	0.00	2,835.81	5.5
Expenditures	177,723.95	177,723.95	54,343.50	11,893.29	123,380.45	30.6

For the Period: 7/1/2019 to 10/31/2019

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 30 - LSCSD Fire Department						
Revenues						
Dept: 00						
4001.100 Assmt/Revenue-Residential	49,920.00	49,920.00	25,068.61	12,512.36	24,851.39	50.2
4001.200 Assmt/Revenue-Standby	64,150.00	64,150.00	32,052.09	0.00	32,097.91	50.0
4001.300 Assmt/Revenue-Commercial	1,100.00	1,100.00	485.00	0.00	615.00	44.1
4003.000 Late Payment Revenue	2,500.00	2,500.00	1,013.87	-7.67	1,486.13	40.6
4055.000 Misc Operational Income	0.00	0.00	405.00	0.00	-405.00	0.0
4056.000 Misc-Non Operating Income	0.00	0.00	1,233.00	0.00	-1,233.00	0.0
4076.000 Fire Suppression Expansion Fee	948.00	948.00	0.00	0.00	948.00	0.0
5056.000 Warrant	5,000.00	5,000.00	507.18	251.52	4,492.82	10.1
5082.000 Event/Donations	5,000.00	5,000.00	5,100.00	75.00	-100.00	102.0
5075.000 Grant Income	7,500.00	7,500.00	0.00	0.00	7,500.00	0.0
5081.000 Interest Earned-RSV	1,100.00	1,100.00	1,271.04	0.00	-171.04	115.5
Dept: 34 Fire Fuels Removal						
4055.000 Misc Operational Income	22,000.00	22,000.00	25,437.50	5,125.00	-3,437.50	115.6
5026.000 Fines/Violations	15,000.00	15,000.00	24,000.00	0.00	-9,000.00	160.0
Dept: 45 Mutual Aid Strike Team						
4080.000 Strike Team Rev Payroll Reimb	155,000.00	155,000.00	61,746.28	0.00	93,253.72	39.8
4081.000 Strike Team Rev Engine Reimb	60,000.00	60,000.00	2,074.00	0.00	57,926.00	3.5
4082.000 Strike Team Rev Admin OH Reimb	34,000.00	34,000.00	11,830.55	0.00	22,169.45	34.8
4085.000 Emerg Resp Reimb Travel/Meals	0.00	0.00	1,435.66	0.00	-1,435.66	0.0
Revenues	423,218.00	423,218.00	193,659.78	17,956.21	229,558.22	45.8
Expenditures						
Dept: 01 General Admin						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	72,462.80	72,462.80	25,816.28	5,673.59	46,646.52	35.6
7020.000 IT Contract Services/Server	3,000.00	3,000.00	880.00	220.00	2,120.00	29.3
7026.000 Contract Services	2,000.00	2,000.00	728.99	65.00	1,270.01	36.5
7033.000 Licenses, Permits, Fees	450.00	450.00	0.00	0.00	450.00	0.0
7034.000 Dues & Subscriptions	925.00	925.00	1,317.00	0.00	-392.00	142.4
7040.000 Insurance (Liability)	6,300.00	6,300.00	10,747.09	0.00	-4,447.09	170.6
7041.000 Legal	2,000.00	2,000.00	245.00	0.00	1,755.00	12.3
7050.100 Off Exp-Supplies	650.00	650.00	290.23	0.00	359.77	44.7
7050.200 Off Exp-Postage	100.00	100.00	8.70	0.00	91.30	8.7
7051.000 Public Safety Supplies	2,500.00	2,500.00	618.10	0.00	1,881.90	24.7
7051.100 Mandatory Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
7062.000 Repair & Maintenance	2,000.00	2,000.00	2.43	0.00	1,997.57	0.1
7063.000 Fuel	6,000.00	6,000.00	3,493.78	0.00	2,506.22	58.2
7064.000 Materials/Supplies/Small Tools	3,000.00	3,000.00	386.05	0.00	2,613.95	12.9
7065.000 Vehicle Repair/Maintenance	15,000.00	15,000.00	443.97	204.59	14,556.03	3.0
7075.000 VFA Grant Equipment	15,000.00	15,000.00	112.03	0.00	14,887.97	0.7
7105.000 Utilities - CSD	850.00	850.00	576.56	169.59	273.44	67.8
7105.100 Util-Telephone	2,000.00	2,000.00	659.77	154.31	1,340.23	33.0
7105.200 Util-Electric	3,300.00	3,300.00	728.21	182.15	2,571.79	22.1
7105.300 Util-Waste	480.00	480.00	120.00	0.00	360.00	25.0
7105.400 Utilities-Propane	1,200.00	1,200.00	0.00	0.00	1,200.00	0.0
7105.600 Utility - internet	260.00	260.00	85.44	21.36	174.56	32.9
7204.000 Events	500.00	500.00	0.00	0.00	500.00	0.0
7501.000 Payroll Expense	50,769.23	50,769.23	18,615.37	5,923.09	32,153.86	36.7
7513.000 Payroll-TAXES	4,174.62	4,174.62	1,424.05	453.12	2,750.57	34.1
7514.000 Payroll-Benefits	20,979.00	20,979.00	6,660.00	1,665.00	14,319.00	31.7
7516.100 Pension Cost (MPPP)	3,300.00	3,300.00	926.52	165.00	2,373.48	28.1
7516.600 Pension Plan Fees (MPPP)	1,000.00	1,000.00	49.22	0.00	950.78	4.9
7518.000 Workers Comp	11,125.00	11,125.00	21,826.00	0.00	-10,701.00	196.2
7530.000 Payroll Reimbursement	500.00	500.00	1,198.62	49.55	-698.62	239.7
7549.000 Volunteer FF Stipend	12,000.00	12,000.00	0.00	0.00	12,000.00	0.0
7549.100 VFF Payroll Taxes	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
7550.000 Travel & Training	2,000.00	2,000.00	16.32	0.00	1,983.68	0.8
7551.000 Meals	1,000.00	1,000.00	10.73	0.00	989.27	1.1
7552.000 Employee Physical Exams-Shots	600.00	600.00	0.00	0.00	600.00	0.0
7556.000 Uniforms	2,000.00	2,000.00	188.00	0.00	1,812.00	9.4
Dept: 34 Fire Fuels Removal						
7050.200 Off Exp-Postage	200.00	200.00	55.00	0.00	145.00	27.5
7061.000 Rental Equipment	3,000.00	3,000.00	0.00	0.00	3,000.00	0.0
7062.000 Repair & Maintenance	500.00	500.00	1,495.32	0.00	-995.32	299.1
7064.000 Materials/Supplies/Small Tools	0.00	0.00	910.96	0.00	-910.96	0.0
7501.000 Payroll Expense	14,450.00	14,450.00	14,480.95	2,975.48	-30.95	100.2
7513.000 Payroll-TAXES	2,001.33	2,001.33	1,514.07	261.46	487.26	75.7
7518.000 Workers Comp	1,228.25	1,228.25	1,233.91	253.54	-5.66	100.5
Dept: 45 Mutual Aid Strike Team						
7063.000 Fuel	350.00	350.00	11.97	11.97	338.03	3.4
7501.000 Payroll Expense	115,926.92	115,926.92	56,694.60	19,000.50	59,232.32	48.9
7513.000 Payroll-TAXES	4,925.51	4,925.51	1,987.96	529.47	2,937.55	40.4
7518.000 Workers Comp	9,867.12	9,867.12	4,830.94	1,619.03	5,036.18	49.0
7550.000 Travel & Training	0.00	0.00	608.00	374.00	-608.00	0.0
7551.000 Meals	0.00	0.00	315.29	65.43	-315.29	0.0
Expenditures	407,674.78	407,674.78	182,314.43	40,037.23	225,360.35	44.7
Grand Total Net Effect:	-42,968.77	-42,968.77	221,154.29	141,763.53	-264,123.06	

QUARTERLY REPORT TO THE BOARD

Meeting Date: 11/13/19

July 2019 - September 2019

LAIF ACCOUNT

Fund Balance Acct # 0015

Interest Effective 9/30/2019	Interest total 8,899.26	Current Rate 2.450%
---------------------------------	----------------------------	------------------------

	Balance 9/30/19 (after transaction activity)	Calculation of Interest (% of total)	Interest Earned on 9/30/19	Ending Balance at 9/30/19
10 General	158,027.93	11.168%	993.83	159,021.76
15 Sewer	226,702.05	16.021%	1,425.72	228,127.77
20 Water	580,182.46	41.001%	3,648.75	583,831.21
25 Police	248,040.27	17.529%	1,559.92	249,600.19
30 Fire	202,103.85	14.282%	1,271.04	203,374.89
26 COPS	-	0.000%	-	-
	1,415,056.56	100.000%	8,899.26	1,423,955.82

Transaction activity: July 2019

Board Resolution 3-15 on 4/15/2015 for \$500,000 owed from General Fund to Water Fund for Clinic building, transfer was made in LAIF for payment of \$11,000 which includes interest posted quarterly. July 2019 payment posted on 7/15/2019. Amounts and ending balance shown below:

	Beginning Balance 7/1/19	Interfund LAIF transfer posted 7/15/19	Transfer from LAIF posted on 7/11/19	Balance after transfers 7/31/19	% of total
10 General	169,027.93	(11,000.00)		158,027.93	11.168%
15 Sewer	301,702.05		(75,000.00)	226,702.05	16.021%
20 Water	769,182.46	11,000.00	(200,000.00)	580,182.46	41.001%
25 Police	248,040.27			248,040.27	17.529%
30 Fire	202,103.85			202,103.85	14.282%
26 COPS	-			-	0.000%
	1,690,056.56	-	(275,000.00)	1,415,056.56	100.000%

Transaction activity: August 2019

No Activity

Transaction activity: September 2019

No Activity



Item 2.A.1

Lake Shastina Fire Department

16309 Everhart Drive
Weed CA 96094

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

- 28 Medical Aids
- 1 Wildland Fire
- 1 Residential Structure Fire (Big Springs Area)
- 5 Public Assists
- 4 Traffic Collisions (All on Big Springs Rd)

LSFD News:

On October 16th LSFD was dispatched to a two-vehicle traffic collision on Big Springs rd. Upon arrival FF's noticed both vehicles on their side. One vehicle had 3 patients trapped in critical condition. Because of the high impact of the wreck the extrication was extremely difficult to remove the patients safely. LSFD firefighters spent over an hour extricating the three Lake Shastina residents. The three patients remain in the hospital in critical condition on life support. The Mayten and Shasta Vista Chief have both contacted me since the accident and praised our firefighters' technical skills, patience, and leadership they showed in this accident.

OES 8331 was busy throughout the month being assigned to numerous pre-position assignments in Tehama County as well as the Kincade fire in Sonoma County.

E-3112 was formed in a strike team in Siskiyou county to cover the cal fire stations while they were short on resources. The engine was rented out for 11 days with LSFD personnel staffing it.



ITEM 2.A.2

LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS
FROM: Will Bullington, Acting Chief of Police
MEETING DATE: November 13, 2019
SUBJECT: **October 2019 Police Monthly Board Report**

POLICE ACTIVITY: LSPD HAD 167 CALLS FOR SERVICE IN SEPTEMBER, COMPARED TO 155 CALLS IN OCTOBER OF 2018. NOTE: THERE WERE FIVE PEACE OFFICERS WORKING COMPARED TO TWO NOW.

SUMMARY:

MISDEMEANOR ARRESTS: 1

FELONY ARRESTS: 1

TRAFFIC WARNINGS: 18

TRAFFIC CITATIONS: 1

ANIMAL CONTROL CITES: 1

ANIMAL RELATED: 27

PARKING CITES: 3

HOUSE WATCH: 420

MISC. POLICE CALLS, INCLUDING NON-CRIMINAL: 116

NOTABLE ACTIVITY:

-SUBJECT FROM YREKA ARRESTED FOR DRIVING ON A SUSPENDED DL AND DRUG PARAPHERNALIA.

-SUBJECT FROM YREKA ARRESTED FOR FELONY DOMESTIC VIOLENCE.

-BOTH OFFICERS ATTENDED PERISHABLE SKILLS TRAINING IN FORCE OPTION SIMULATOR AND THE DRIVING SIMULATOR. THIS CONSISTED OF 4 HOURS IN EACH AREA ON THE LAWS OF USE OF FORCE, CODE 3 DRIVING, PURSUITS AND THE LAWS PERTAINING TO SAME. THE SIMULATORS IMITATE REAL WORLD SITUATIONS WITH DIFFERENT OPTIONS FOR USE OF FORCE INCLUDING TAZER, CHEMICAL WEAPONS, IMPACT WEAPONS AND DEADLY FORCE. THE DRIVING SIMULATOR IMITATES DRIVING IN NORMAL, PURSUIT AND CODE 3 DRIVING. ALL THIS TRAINING IS REQUIRED BY P.O.S.T.

Lake Shastina Sewer Department

To: Lake Shastina CSD Board
From: Robert Moser, General Manager
Meeting Date: November 13, 2019
Subject: Board Report –October 2019 (Sewer)

We have been working on the dykes at the sewer treatment plant. The PW crew has been hauling larger rocks to reinforce the walls and then adding pit run to the top. Over the years we have lost some of the Dykes due to waves and erosion at the plant.

The crew received nothing but compliments on the burn site on Saturday. It would appear that we had normal traffic for the burn site.

Lake Shastina Water Department

To: Lake Shastina CSD Board
From: Robert Moser, General Manager
Meeting Date: November 13, 2019
Subject: Board Report – October 2019 (Water)

The PW crew has painted the Admin building. The wood beams on the front entrance have been stripped and re-stained. This was a long process and they did a great job.

I have received word that we have been funded for the Water Planning grant and the contract is being routed through the RWQCB. Our Grant administrator will contact me when he gets word of when he will see the contract.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: Lake Shastina Community Services District Board

FROM: Steven Pappas, Fire Chief

MEETING DATE: November 13, 2019

SUBJECT: Request authorization to sell Pierce Dash 1992 Type 1 Fire Engine

SUMMARY:

The Lake Shastina Fire Department currently owns two Type 1 Fire Engines. A 1992 Pierce Pumper and the recently purchased 1999 Pierce Quantum. The newer engine (3119) is currently in service while engine 3111 is out of service. Before going out of service the engine had experienced issues with oil leaks, pump malfunctions, electrical issues, and valve leaks.

Part of the plan in purchasing engine 3119 was to eventually sell engine 3111. With 3119 in place and responding to the majority of the 911 calls we are now ready to sell engine 3111.

RECOMMENDATIONS:

Authorize the fire chief to sell engine 3111 at fair market value through emergency vehicle listings or at auction.

OPTIONS:

- The board may choose to direct staff sell the engine
- The board may choose to direct staff not to sell the engine

**LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

TO: Lake Shastina Community Services District Board

FROM: Steven Pappas, Fire Chief

Meeting Date: November 13, 2019

SUBJECT: Request authorization to purchase 2009 Dodge Ram Command / Utility Vehicle

SUMMARY:

The Lake Shastina Fire Department currently owns one Command Vehicle that is used by the Fire Chief. This vehicle allows the Chief to respond to all hazard situations from home. Command vehicles can also be used for strike team leaders, division assignments, and incident command. When a command vehicle owned by LSFDD responds to a wildland fire they are qualified to receive a vehicle rental fee from the state.

With the new Fire Captain position funded by the safer grant tentatively being filled in early December, having a second command vehicle would be extremely beneficial. This would allow the Fire Captain to respond directly to scene from his or her home. The vehicle would also be used for the Fire Captain to drive throughout the community and local schools to help aid in recruiting and retaining volunteers.

Mount Shasta Fire District is selling a 2009 Dodge Ram. The vehicle is fully outfitted with everything needed to be set up as a command vehicle. They are asking \$22,000 or best offer for the vehicle. Current blue book value puts the price of the vehicle at \$24,000 for a private party sell. Additionally all items to turn a standard truck into a command vehicle costs a minimum of \$5000.

RECOMMENDATIONS:

Authorize the fire chief to spend up to \$16,000 on purchasing the 2009 Dodge Ram Command Vehicle

OPTIONS:

- The board may choose to direct staff purchase the engine
- The board may choose to direct staff not to purchase the engine



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS
MEETING DATE: November 13, 2019
FROM: Will Bullington, ACOP & Robert Moser, GM
SUBJECT: Inter-District Transfer of Vehicles

BACKGROUND:

Approximately 7 or 8 months ago we transferred unit #10, 2010 Dodge Charger from the PD to the Admin for the purpose of having a vehicle to run errands and attend training. This was the old chief's vehicle and an unmarked police unit.

The PD has a 2007 Toyota Rav 4, unit #11 in their fleet. This vehicle would be more suited for an admin vehicle than the unmarked Police unit. We are requesting the Board approve the transfer of unit #10, 2010 Dodge Charger back to the P.D. and transfer unit #11, 2007 Toyota Rav 4 to the admin.

RECOMMENDATION:

The decision before the board today would be to either:

- A. Direct Staff to make the Inter-District transfer of above-mentioned vehicles.
- B. Choose not to make the transfer.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

6.

MEMORANDUM

To: LSCSD Board of Directors

From: Debbie Nelle, Senior Accounting Clerk

Meeting Date: November 13, 2019

Re: LSCSD Money Purchase Pension Plan (MPPP) - amendments

This is a request to change the qualified retirement plan documents for the benefit of the employees of Lake Shastina Community Services District. In July 2019, the Board approved a contract amendment with CalPERS for the LSCSD Police Safety members. The CalPERS contract includes contributions by the District into CalPERS. The District should now amend the Money Purchase Pension Plan to list all employees as excluded except the Fire Chief.

Attached are the document page updates and Resolution to approve this amendment, which will be effective August 25, 2019, the day prior to the effective date of the CalPERS Amendment to Contract for Police Safety members.

The second request to change the plan documents is regarding an item that the plan consultants need corrected that previously excluded Collective Bargaining (union) Employees. Attached are the document page update and Resolution to approve this amendment to remove that exclusion with effective date of July 20, 2016, when the Teamsters Local 137 MOU was approved by the Board.

Due to the conflict of interest policies of the District, the Board should be aware that current LSCSD Director Stan Beck is a participant in this MPPP as a former Police Officer employee of the District. Staff was advised that Stan should not vote on any actions that relate to this Plan. To avoid violation of the policy, it is requested that he abstain from any action taken by the Board of Directors.

It is recommended to approve Resolutions 9-19 and 10-19 to amend the LSCSD Money Purchase Pension Plan.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

**DRAFT
RESOLUTION 9-19**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA
COMMUNITY SERVICES DISTRICT AMENDING THE DISTRICT MONEY PURCHASE
PENSION PLAN.**

WHEREAS, the Board of Directors deem it to be in the best interest of this entity to amend its present Lake Shastina Community Services District Money Purchase Pension Plan.

NOW, THEREFORE, BE IT RESOLVED, that effective July 20, 2016, the Lake Shastina Community Services District Money Purchase Pension Plan be changed according to the Self Correction Program amendment attached hereto.

I hereby certify that the forgoing is a full, true and correct copy of a resolution duly passed and adopted by the Board of Directors of the Lake Shastina Community Services District, Siskiyou County, California, at a special meeting thereof duly held on the 13th day of November 2019 by the following vote:

AYES:

NOES:

ABTAIN:

ABSENT:

Rick Thompson, President

ATTEST:

Robert Moser, Secretary

Lake Shastina Community Services District, as Employer sponsor ("Employer"), adopts this Amendment to the Lake Shastina Community Services District Money Purchase Pension Plan ("Plan").

WITNESSETH

WHEREAS, the Treasury Regulations permit retroactive corrective amendments to the Plan; and

WHEREAS, the Plan gives the Employer the authority to make amendments to the Plan;

NOW, THEREFORE, the Employer amends the Plan by adding the following provisions to the Plan:

ARTICLE I
PREAMBLE

- 1.1 Purpose of amendment. The Employer adopts this retroactive corrective amendment due to certain members of an excluded class inadvertently being permitted to participate in the plan. Section 4.05(2) of IRS Revenue Procedure 2019-19 (EPCRS) permits the Plan to self-correct this type of operational plan failure by plan amendment. .
- 1.2 Supersession of inconsistent provisions. This Amendment shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Amendment.
- 1.3 Effective date. The provisions of this Amendment are effective as of July 20, 2016.

ARTICLE II
AMENDMENT

- 2.1 Exclusion of Otherwise Eligible Employee Correction.
- (a) Removal of Employee Exclusion. The Plan is amended to remove the exclusion of Collective Bargaining (union) Employees.
8. EXCLUDED EMPLOYEES (1.22(D)). The following Employees are not Eligible Employees but are Excluded Employees (*Choose one of (a) or (b).*):
- (a) ☐ **No Excluded Employees.** There are no additional excluded Employees under the Plan
- (b) ☒ **Exclusions.** The following Employees are Excluded Employees
- (1) ☐ **Collective Bargaining (union) Employees.** As described in Code §410(b)(3)(A). See Section 1.22(D)(1).
- (2) ☒ **Non-Resident Aliens.** As described in Code §410(b)(3)(C). See Section 1.22(D)(2).
- (3) ☐ **HCEs.** See Section 1.22(E).
- (4) ☐ **Hourly paid Employees.**
- (5) ☐ **Part-Time/Temporary/Seasonal Employees.** See Section 1.22(D)(4). A Part-Time, Temporary or Seasonal Employee is an Employee whose regularly scheduled Service is less than _____ (*specify a maximum of 1,000*) Hours of Service in the relevant Eligibility Computation Period.

Except as provided in this Amendment, the Plan will remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the Employer has executed this Amendment on this _____ day of _____, 2019.

Lake Shastina Community Services District

By: _____
Print Name, Title



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

**DRAFT
RESOLUTION 10-19**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT AMENDING THE DISTRICT MONEY PURCHASE PENSION PLAN.

WHEREAS, the Board of Directors deem it to be in the best interest of this entity to amend its present Lake Shastina Community Services District Money Purchase Pension Plan.

NOW, THEREFORE, BE IT RESOLVED, that effective August 25, 2019, Lake Shastina Community Services District Money Purchase Pension Plan be changed according to the Amendment #4 attached hereto.

I hereby certify that the forgoing is a full, true and correct copy of a resolution duly passed and adopted by the Board of Directors of the Lake Shastina Community Services District, Siskiyou County, California, at a special meeting thereof duly held on the 13th day of November 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Rick Thompson, President

ATTEST:

Robert Moser, Secretary

AMENDMENT #4
TO LAKE SHASTINA COMMUNITY SERVICES DISTRICT MONEY PURCHASE PENSION PLAN

Effective August 25, 2019, Lake Shastina Community Services District Money Purchase Pension Plan shall be amended to read as follows:

1. Article I, Question 8 of the Adoption Agreement shall be amended to read:

8. **EXCLUDED EMPLOYEES (1.22(D)).** The following Employees are not Eligible Employees but are Excluded Employees (Choose one of (a) or (b).):

[Note: Regardless of the Employer's elections under Election 8: (i) Employees of any Related Employers (excluding the Signatory Employer) are Excluded Employees unless the Related Employer becomes a Participating Employer; and (ii) Reclassified Employees and Leased Employees are Excluded Employees unless the Employer in Appendix B elects otherwise. See Sections 1.22(B), 1.22(D)(3), and 1.24(D). However, in the case of a Multiple Employer Plan, see Section 12.02(B) as to the Employees of the Lead Employer.]

(a) ☐ **No Excluded Employees.** There are no additional excluded Employees under the Plan (skip to Election 9).

(b) ☒ **Exclusions.** The following Employees are Excluded Employees (Choose one or more of (1) through (6).):

(1) ☐ **Collective Bargaining (union) Employees.** As described in Code §410(b)(3)(A). See Section 1.22(D)(1).

(2) ☒ **Non-Resident Aliens.** As described in Code §410(b)(3)(C). See Section 1.22(D)(2).

(3) ☐ **HCEs.** See Section 1.22(E).

(4) ☐ **Hourly paid Employees.**

(5) ☐ **Part-Time/Temporary/Seasonal Employees.** See Section 1.22(D)(4). A Part-Time, Temporary or Seasonal Employee is an Employee whose regularly scheduled Service is less than _____ (specify a maximum of 1,000) Hours of Service in the relevant Eligibility Computation Period.

[Note: The "relevant" Eligibility Computation Period is the Initial or Subsequent Eligibility Computation Period as defined in Section 2.02(C).]

[Note: If the Employer under Election 8(b)(5) elects to treat Part-Time, Temporary and Seasonal Employees as Excluded Employees and any such an Employee actually completes at least 1,000 Hours of Service during the relevant Eligibility Computation Period, the Employee becomes an Eligible Employee. See Section 1.22(D)(4).]

(6) ☒ **Describe exclusion category and/or Contribution Type:** All Employees except for the Fire Chief are excluded from participation in the Plan.

(e.g., Exclude Division B Employees OR Exclude salaried Employees OR Exclude Division B Employees from Employee Contributions and from Matching Contributions.)

[Note: Any exclusion under Election 8(b)(6), except as to Part-Time/Temporary/Seasonal Employees, may not be based on age or Service or level of Compensation. See Election 14 for eligibility conditions based on age or Service. The exclusions entered under Election 8(b)(6) cannot result in the group of Nonhighly Compensated Employees (NHCEs) participating under the plan being only those NHCEs with the lowest amount of compensation and/or the shortest periods of service and who may represent the minimum number of these employees necessary to satisfy coverage under Code §410(b).]

Executed this _____ day of _____, 2019.

By:

Lake Shastina Community Services District



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: Lake Shastina Community Services District Board

FROM: Robert Moser, General Manager

Meeting Date: November 13, 2019

SUBJECT: Destruction of District Records, Documents, and Papers

Resolution 3-14 allows the destruction of District records, documents and papers. Attached is a list of records which meet or exceed the guidelines of Resolution 3-14. The destruction will be performed on site by a certified company.

OPTIONS:

- A) For the Board to approve the destruction of those records on the attached list.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 3 -14

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT REGARDING A POLICY FOR THE RETENTION AND DESTRUCTION OF DISTRICT RECORDS, DOCUMENTS AND PAPERS PURSUANT TO THE GOVERNMENT CODE OF THE STATE OF CALIFORNIA .

WHEREAS, it is the responsibility of the Board to preserve and maintain the records of the Lake Shastina Community Services District; and

WHEREAS, the Board wishes to adopt and comply with a record retention schedule; and

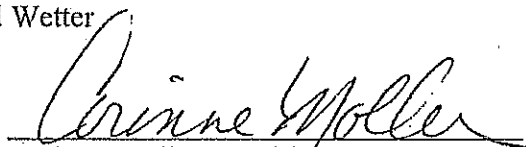
WHEREAS, Government code allows the Board to authorize at any time the destruction or disposition of any record, duplicate record, paper, or document, the original or a permanent photographic record of which is in the files of any officer or department of the district; and

WHEREAS, the board desires to authorize the destruction of records currently exceeding the required retention guidelines.

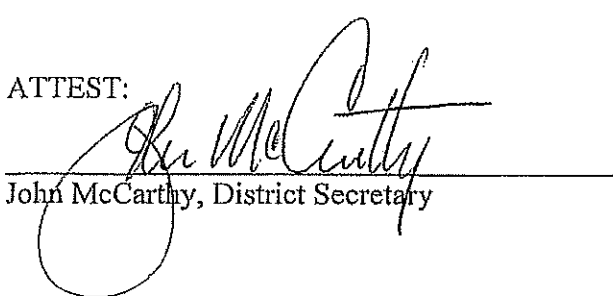
NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS: The Board shall adopt and comply with the Local Government Records Management Guidelines provided by the Secretary of State pursuant to Sections 60200, 12236. (Exhibit A: most current August 1999 attached) and shall authorize and allow the destruction of records following the same guidelines. The policy will be updated as needed upon recommendations received from legal counsel, CPA or Auditor, or per California code. The destruction of these files will be professionally shred.

I hereby certify that the forgoing is a full, true and correct copy of Resolution 3-14 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 16th day of April, 2014 by the following vote:

AYES: Directors Cupp, Mitchell, Moller, Roths and Wetter
NOES: None
ABSENT: None


Corinne Moller, President

ATTEST:


John McCarthy, District Secretary

Review for Shredding

permanent files will be removed from the boxes below and placed into relabeled permanent boxes

Box 5 **destroy 2015**

CSD Tax Sale 1988, 2000

Box 193 **Destroy 2014**

ACCOUNTS RECEIVABLE fye 6/2007

Miscellaneous Receipts

Adjustments

Bill Summary/Accounts History Summary Jan - Jun

Intent to Shut Off etc

Box 194 **Destroy 2014**

ACCOUNTS RECEIVABLE fye 6/2007

Bill Summary/Accounts History Summary Jul - Dec '06

Current Accounts/billing Reports

Address Changes

Expired Demand

Paid Personal Invoices

Reason Fund Balance would not work for A/R desk

Box 196 **Destroy 2014**

ACCOUNTS PAYABLE

USB (shared) & Transfers 7/1/06 to 6/30/07

Box 197 **Destroy 2014**

ACCOUNTS PAYABLE

SVB (CSD) 7/1/06 to 6/30/07

Box 198 **Destroy 2014**

ACCOUNTS PAYABLE

Premier West (POA) 7/1/06 to 6/30/07

Box 199 **Destroy 2014**

ACCOUNTS RECEIVABLE

Debbie Allen's record of development changes for Access 2000-2007

Box 200 **Destroy 2015**

ACCOUNTS RECEIVABLE fye 6/30/2008

Assessment Receipts & Miscellaneous Receipts (4)

Adjustments

Paid Personal Service Invoices

Box 201 Destroy 2015
ACCOUNTS RECEIVABLE fye 6/30/2008
Bill Summary/Accounts History Summary (2)
Current Accounts/Billing Reports (2)
Address Changes

Box 203 Destroy 2016
Deposit Back up Jul - Aug 08

Box 230 DESTROY AFTER 2011
FIRE ABATEMENT
2006 AND OLDER

Box 231 **destroy 2017**
ACCOUNTS RECEIVABLE
Deposit Backup 10/23/08 thru 3/31/09

Box 233 destroy 2017
Accounts Receivable
Daily Deposit Backup
4/6/09 - 7/31/09

Box 234 **destroy 2016**
Accounts Receivable
Daily Deposit Backup
7/1/08 - 10/15/08

Box 235 destroy 2016
Accounts Receivable
2003 MWC Account w/Remaining amounts
2004 ADL
2005 reports for Election
Current Assessment Reports Jul-Dec 2006
Bill Summary Reports Jul-Dec 2006
Deposit Reports Apr- Jun 2008
FYE 2008 -
Meter Readings
Paid Personal Service Invoices
Corres/Account Notes

Intent to Lien **permanent** pull this file

Box 236
Accounts Receivable FYE 2009
Deposit Reports
Adjustments

Current Assessments
Billing Reports
Interest-Late Charge
Correspondence & Completed Acct Notes

Box 237 --Destroy in 2016

Accounts Receivable FYE 2009
Bill Summary
Accounts History Summary
Paid Personal Service Invoices
Address Changes
Shut-offs
2006 CSD Banking
2000 Cash Flow Reports

Box 238

Destroy 2016

Accounts Receivable FYE 2009
Returned Mail (envelopes)

Box 239

Destroy 2017

Accounts Receivable FYE 2009 and 2010
Returned Shastina News

Box 240

Destroy 2017

Accounts Receivable FYE 2010
Returned Mail

Box 242

Destroy 2015

Financial Accounting 2007-2008
LSCSD & LSPOA Journal Entries
Wraps & Deposit Slips
A/R Monthly Reports
APC (pension) Reports
Bank Reconciliations

Pull for permanent

Pull for permanent

Box 244

Destroy 2016

Financial Accounting 2008-2009
LSCSD & LSPOA Banking
USB & SVB

Box 245

Financial Accounting 2008-2009
Payroll & A/P Wraps
Ed Jones
Journal Entries Pull for permanent

Destroy 2016**Box 253**

POA CC&R's Amendment Ballots
Opened 1/5/2010 for survey purposes only
not enough ballots returned to meet 51%

Destroy 2017**Box 254**

POA CC&R's Amendment Ballots
Opened 1/5/2010 for survey purposes only
not enough ballots returned to meet 51%

Destroy 2017**Box 255**

POA CC&R's Amendment
Originals and mailing info for Ballots
1/5/2010

Destroy 2017**Box 256**

Accounts Receivable
Daily Deposit Backup
8/3/09 - 1/26/10

Destroy 2017**Box 257**

Accounts Payable
LS POA Cks PW FYE 6/2008

Destroy 2012**Box 258**

Accounts Payable
Shared Cks USB FYE 6/2008
A - O
Deposit Transfers

Destroy 2012**Box 259**

Accounts Payable
Shared Cks USB FYE 6/2008
P - Z
Deposit Transfers

Destroy 2012**Box 260****Destroy 2012**

Accounts Payable

LS CSD Cks SVB FYE 6/2008

Box 262**Accounts Payable A - H**

LS CSD Cks SVB FYE 6/2009

Destroy 2013

Box 263**Accounts Payable I - Z**

LS CSD Cks SVB FYE 6/2009

Destroy 2013

Box 264**Accounts Payable A - Z**

LS POA Cks PW FYE 6/2009

Destroy 2013

Box 265**Accounts Payable A - M**

LS SHARED Cks USB FYE 6/2009

Destroy 2013

Box 266**Accounts Payable N - Z**

LS SHARED Cks USB FYE 6/2009

Destroy 2013

Box 269**Accounts Receivable**

Daily Deposit Backup

1/27/10 - 6/30/10

Destroy 2017

Box 270

LSPOA 2010 DIRECTOR BALLOTS

Box 271

ACCOUNTS RECEIVABLE fye 6/2010

Assessment Receipts & Miscellaneous Receipts

Bill Summary/Accounts History Summary

Current Accounts/billing Reports

Destroy 2017

Box 273**Accounts Receivable**

Daily Deposit Backup

7/1/10 to 10/28/10

Destroy 2017

Box 274

Financial Accounting 2009-2010

Destroy 2017

LSCSD & LSPOA Banking
Bank Reconciliations
PremierWest, SVB, Ed Jones, LAIF

Box 276

Financial Accounting 2009-2010

LSCSD & LSPOA Journal Entries Pull for permanent
Accounts Receivables Reports,
Payroll Wraps, A/P Wraps, Edit Lists
LSPOA Budget Worksheets
2008-2009 LSCSD & LSPOA Budget Worksheets

Box 279

Accounts Receivable

Deposit backup 11/2/10 - 2/28/11

Destroy 2017

Box 280

Accounts Receivable

Deposit backup 2/1/07-7/10/07

Destroy 2014

Box 281

Accounts Receivable

Returned Mail 2008
ATS Returned Mail 2006-2008

Box 282

Accounts Receivable

Returned Mail FYE 6/2011 + prior

Destroy 2018

Box 283

Accounts Receivable

Returned Shastina News FYE 6/2011 + prior
CSD Sewer Ballot 2009

Box 284

Accounts Payable A - Z

LS POA Cks PW FYE 6/2010

Destroy 2017

Box 285

Accounts Payable A - O

LSCSD & SHARED Cks FYE 6/2010

Destroy 2017

Box 286

Accounts Payable P - Z

LSCSD & SHARED Cks FYE 6/2010

Destroy 2017

Box 287

Accounts Receivable

Returned Mail FYE 6/2012 as of 11/2011

Box 288

Accounts Receivable

Deposit backup 3/1/11 thru 8/2/11

Box 289

Accounts Receivable

Deposit backup 8/3/11 thru 1/31/12

Box 290

ACCOUNTS RECEIVABLE FYE 6/2011

Destroy 2018

Assessment Receipts & Miscellaneous Receipts
Adjustments

Bill Summary/Accounts History Summary

Current Accounts/billing Reports

Caldwell sewer agreement

Expired Demands

Box 291

Destroy 2018

ACCOUNTS RECEIVABLE FYE 6/2011

Paid Personal Invoices

Correspondence & Completed Acct Notes

Address Changes/Affidavits of mailing

Refunds

Meter readings, re-reads qtrly reports

Owners lists

Water Intent to shut off and

POA Intent to Lien PERMANENT Pull from file

Box 292

Destroy 2017

Financial Accounting 2010-2011

LSCSD & LSPOA Banking

Bank Reconciliations

PremierWest, SVB, Ed Jones, LAIF

Box 293

Destroy 2018

Financial Accounting 2010-2011

LSCSD & LSPOA Journal Entries

PULL FOR PERMANENT

Accounts Receivables Reports,

Payroll Wraps, A/P Wraps, Edit Lists
2007-2008 Journal Entries

PULL FOR PERMANENT

Box 297 destroy 7/2019 w board approval

Accounts Receivable FYE 6/2012

Correspondence

Completed account notes

Address Changes

Meter Readings/Rereads

Assessment Receipts & Miscellaneous Receipts

Adjustments

Box 298

Accounts Receivable FYE 6/2012

Returned Mail destroy 7/2019 w board approval

Box 299

Accounts Receivable Miscellaneous

Water Quality/Sewer Concern 1980-2005 destroy 7/2019 w board approval

Water Quality/Sewer Concern 2006-2011 destroy 7/2019 w board approval

Paid Personal Service Invoices for YE 6/2011 destroy 7/2019 w board approval

Working papers for resolution 6-11 destroy 7/2019 w board approval

Paid Personal Service Invoices FYE 6/2012 destroy 7/2019 w board approval

Bill Summary/Accounts History Summary FYE 6/2012 destroy 7/2019 w board approval

Current Accounts/billing Reports FYE 6/2012 destroy 7/2019 w board approval

A/R files on water reports: Dept Water Resources, Ca Rural Water, State water
resources Control Board 2008 and older destroy 7/2019 w board approval

Expired Demands 2008 destroy 7/2019 w board approval

U S Postal Permit 31 2/2008-5/2012 & Business Reply 2009-2010 destroy 7/2019 w
board approval

Box 304

Destroy 2018

Financial Accounting 2011-2012

LSCSD & LSPOA Banking Statements

Bank Reconciliations

PremierWest, TCB, SVB, Ed Jones, LAIF, MPPP (EJ)

Box 306

DESTROY 2019

Financial Accounting 2011-2012

Accounts Receivables Reports,

Payroll Wraps, A/P Wraps, Edit Lists

LSPOA Insurance Policies 2008, 2009, 2010

LSCSD MPPP & 401-k 2009, 2010, 2011

Box 307**Accounts Receivable 2012**

Deposit Back up July 1 - October 31, 2012

Destroy 2017**Box 308****Accounts Receivable**

Deposit backup 11/1/12 thru 4/17/13

DESTROY 2018**Box 311****Accounts Payables 2010/2011**

CSD A - O

Destroy 2018**Box 312****Accounts Payables 2010/2011**

CSD P - Z

Destroy 2018**Box 313 2018 moved to poa storage Destroy 2018****Accounts Payables 2010/2011**

POA A - Pacific Power

Box 314 2018 moved to poa storage Destroy 2018**Accounts Payables 2010/2011**

POA P - Z

Box 337**Accounts Payable**

Close Year end 2012

Destroy 2019**Box 189 part of this is permanent part may be destroyed 2012****FINANCIAL****LSCSD/LSPOA BANK ACCOUNTS****CASH RECEIPTS & GEN LEDGERS**

7/1/2004 - 6/30/2005

Box 190 part of this is permanent part may be destroyed 2012**FINANCIAL****LSCSD/LSPOA BANK ACCOUNTS****CASH RECEIPTS & GEN LEDGERS**

7/1/2005-6/30/2006

Box 195 some may be destroyed 2013

ADMINISTRATIVE

CSD: W2s/1099 for 2001-2005

Tax returns 2002 - 2005

5500 IRS forms 1999, 2004, 2005 (retirement trusts)

Tax Rolls 2003

EDD 1998/99; 2005 and prior misc info

Misc Bank Corres (all banks 2004 & prior)

Carlson, Pavlik & Drageset; 2001-2003

Payroll electronic transfer info 1996, 1998/1999

Federal Surplus Property Info; 1996, 2001

Misc. Donations; Tax year 2006/07

Old Contract files; Carpet Cleaning 03/05, Cleaning Service drafts (old) Aether

Systems (FD, not renewed in 2003), Comtech/GE Leas on copier, 2004 & prior,

American Linen, Root automation, 1998-2004

LSPOA: Timothy Cline Ins. 2003, 2004

Insurance info 2003, lots of companies (bid out?)

Box 205

POA (mostly)

POA Tax returns 04 and 05

POA audit note files 2004 thru 2007

Bound copies of audit report 2003 thru 2007

POA ins policies 12/2003, 2000-2003, 2003-2005

All coverage of insurance 2001 (CSD/POA/MWC)

SDRMA insurance 06/07

Box 227 check on dates some may be permanent

GM MISC. ACCOUNTING FILES

PUBLIC SAFETY,LSPOA Y2K, TRAFFIC SURVEYS

ASSORTED INSURANCE, FIRE DEPT, POLICE RIDE ALONG

OSHA, ASBUILTS, SOME MAP COPIES,1986 CAPITAL IMPROVEMENTS

Box 272

ACCOUNTS RECEIVABLE fye 6/2010

Paid Personal Invoices

Correspondence & Completed Acct Notes

Address Changes/Affidavits of mailing

Refunds fye 6/2010 and prior

Meter readings, re-reads qtrly reports

Owners lists 7/2009 January 2010 PERMANENT

Water Intent to shut off

POA Intent to Lien PERMANENT

Expired Demands

Adjustments

Box 296

destroy 7/2019 w board approval

Accounts Receivable

Daily Deposit Backup

2/12/12 - 6/30/12

Box 1000

OLD Executone Phones from the fire

Box 1001

OLD Executone Phones from the fire

Per



ITEM 8

LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS
MEETING DATE: November 13, 2019
FROM: Robert Moser, General Manager
SUBJECT: Consideration of Modifications to the Medical Building

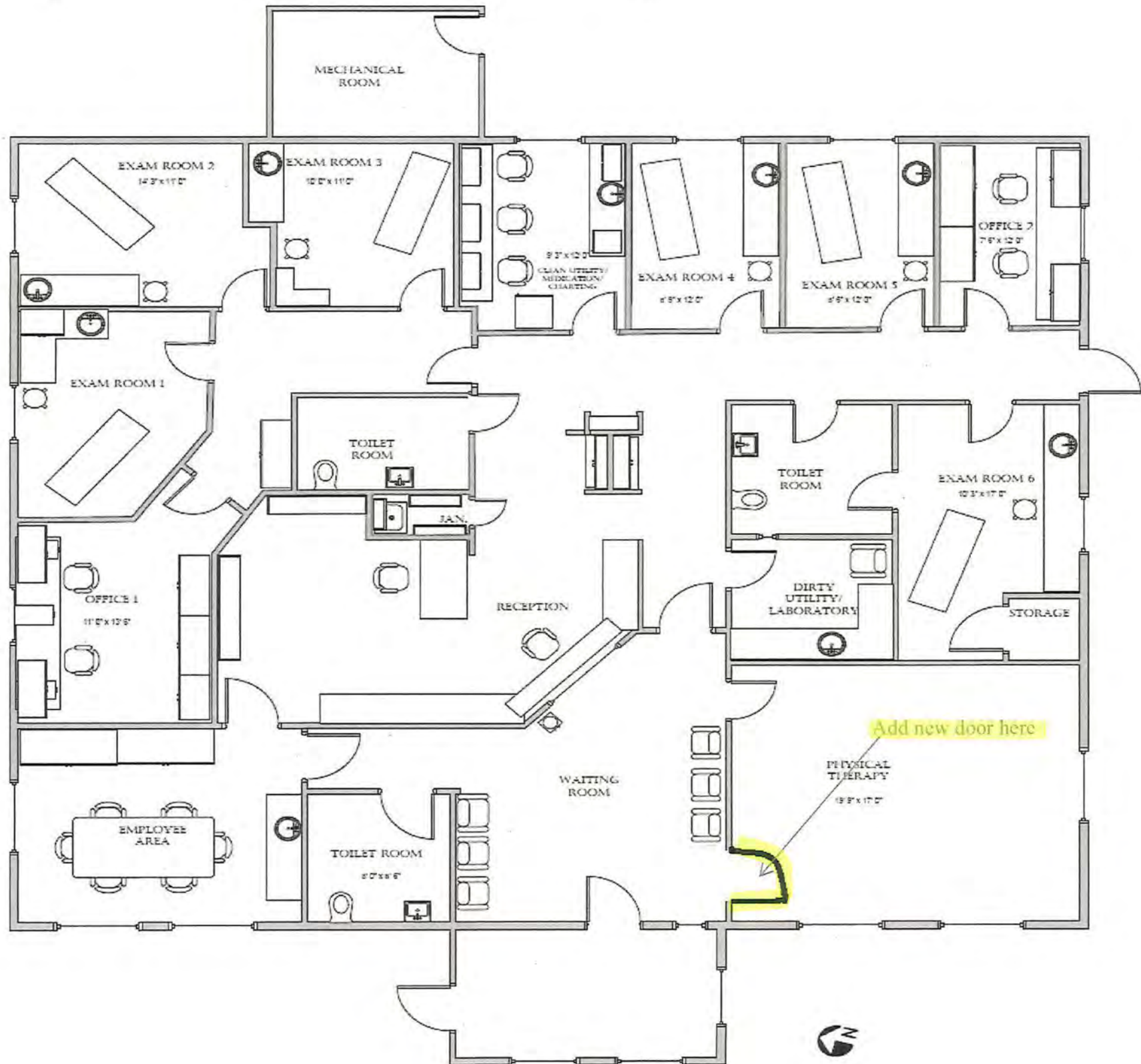
BACKGROUND:

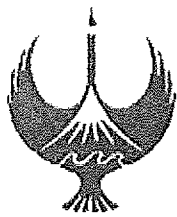
Dignity Health has contacted the District and requested approval to make a modification to the interior of the building. They would like to add an additional interior door to one of their offices. They have provided a map with the location of the proposed door.

This project would be paid for by Dignity Health and have no cost to the District.

RECOMMENDATION:

- A. To approve Dignity Health's request to add an additional interior door at their expense.**





LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS
MEETING DATE: November 13, 2019
FROM: Robert Moser, General Manager
SUBJECT: Purchase of new Vehicle

BACKGROUND:

In the current 2019/2020 budget, the PW Department was supposed to buy a used vehicle to replace a 2008 F250 that was previously supposed to be sold at auction. We had to pull this vehicle from auction as we added an additional employee to the Department; which currently leaves the Department a vehicle short and the purchase of a used vehicle has had many challenges.

The current budget was allowing \$17,000.00 to purchase a used vehicle. I would like to request an additional \$13,000.00 to give a total budget amount of \$30,000.00. This will allow us to remove the Alling 2008 F250 from our fleet and replace it. The funds that we collect from the sale of the 2008 F250 would help offset the cost of the new vehicle.

RECOMMENDATION:

The decision before the Board today would be to either:

- A. Direct Staff to Purchase a new vehicle with a budget of \$30,000.00.
- B. Have staff continue to try and find a used vehicle that falls within the current budgeted amount.