



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

AGENDA

Wednesday, October 18, 2023

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. Public Employee Appointment (§ 54957) Title: General Manager

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: Regular Meeting September 13, 2023
- B. Ratification of Disbursements: September 1 through 30, 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. Vacant positions (Pres. Mitchell)
- 3. Code of Civil Procedure 1822.50 Part 3 (DC Long)
- 4. SSMP (Pres. Mitchell)

STAFF COMMENTS:

BOARD MEMBER COMMENTS:

ADJOURNMENT: The next LSCSD Regular Meeting is scheduled to be held on November 15, 2023 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, September 13, 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

ADJOURN TO CLOSED SESSION: 12:01 p.m.

CLOSED SESSION: 12:48 p.m.

A. Personnel (Gov. Code Section 54957) Public Employee Evaluation: General Manager

RETURN TO OPEN SESSION: 1:00

LSCSD Board Roll Call: Chandler Cupp MacIntosh Mitchell Thompson

Also present: SAC DeBon, PC Bullington, FC Pappas, and AA Phonepaseuth. There were approximately 8 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS:

Lee Proctor: Not on agenda after 2 request, Brown Act/Davis Sterling guidelines, Burnt tree removal

David Tucker: CSD/POA Contract

Dwayne Chandler: Sharon's salary, Dispute resolution, Why sign agreement

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

1. A. Approval of Minutes: Regular August 16, 2023, August 18, 2023, and September 1, 2023
- B. Ratification of Disbursements: August 1 through 31, 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. Cupp, second by Dir. Chandler, to approve Consent Calendar.

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

Noes: None

Absent: None

DISCUSSION / REPORTS / ACTION ITEMS:

2. Selling of District Property

Motion by Dir. Thompson, second by Dir. Cupp, to approve permission of the board to either sell the pistols to Pro Force for a minimum of \$250.00 each.

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

Noes: None

Absent: None

3. Administrative Office Staff Agreement

Motion by Dir. Cupp, second by Dir. Thompson, to terminate the current Administrative Office Staff Agreement and initiate negotiation for a new agreement for share office building and equipment expenses.

*Director Chandler and Director MacIntosh recused from this item.

Ayes: Directors Cupp, Mitchell, Thompson

Noes: None

Recused: Directors Chandler, MacIntosh

Absent: None

STAFF COMMENTS: None.

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT: With no objections by the Board, Pres. Mitchell adjourned the meeting at 2:13 p.m. The next LSCSD Regular Board Meeting to be held on October 18, 2023 at 1:00 p.m. at the Administration Building.

Approval Date: October 18, 2023

Paula Mitchell, 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 September 1-30,2023 for a total of: " \$ 387,380.05

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

Submitted for 'September 2023	\$ 387,380.05
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Expenses - Regular Checks Mechanics Bank Account	\$ 210,271.18
Expenses - Payroll & Liability Checks Mechanics Bank Account	\$ 177,108.87
<u>Subtotal</u>	<u>\$ 387,380.05</u>
<u>Total CSD Expenses</u>	<u>\$ 387,380.05</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
9/5/2023	1698	Xpress Bill Pay	70.50	70.50		70.50							
9/6/2023	1697	Williams Scotsman, Inc.	568.04	568.04			284.02	284.02					
	1699	Pacific Power	18,451.62	18,451.62		731.44	4,185.27	13,041.52	123.35			370.04	
	1700	CalPERS Financial & Accounts	1,400.00	1,400.00		393.75	153.12	153.13	233.33	116.67		350.00	
	1701	First National Bank Omaha	2,004.15	2,004.15					1,116.73	190.31	697.11		
	1702	First National Bank Omaha	784.59	784.59								784.59	
	1703	First National Bank Omaha	5,587.77	5,587.77		575.00	217.50	217.50	38.41			4,539.36	
	1704	First National Bank Omaha	609.57	609.57		249.36	243.95	116.26					
	1705	First National Bank Omaha	4,077.10	4,077.10		84.85	3,797.78	194.47					
9/7/2023	26094	Payroll Checks (Live Checks)	2,124.86		2,124.86		2,124.86						
	26095	Payroll Checks (Live Checks)	7,374.22		7,374.22							7,374.22	
	26096	Payroll Checks (Live Checks)	6,980.88		6,980.88							6,980.88	
	230903017	CalPERS	8,124.45		8,124.45	1,035.52	2,760.88		2,491.58	654.88		679.89	501.70
	230903018	EDD EFT	7,116.94		7,116.94	424.89	186.87	183.27	289.00	164.12		5,868.79	
	23090319	EFTPS EFT	27,523.01		27,523.01	1,022.98	606.15	560.53	338.31	435.88		24,559.16	
	230903001-016	MB EFT - Payroll Checks (Direct Deposits)	59,061.74		59,061.74	5,358.34	7,072.52		7,283.61	2,305.49		35,527.58	1,514.20
	26097	Belsito Communications	412.50	412.50						412.50			
	26098	Cal Ore Telephone	682.74	682.74		192.21	65.93	65.93	337.31			21.36	
	26099	Cordico Psychological	500.00	500.00					500.00				
	26100	Deepwoods Embroidery	93.00	93.00						93.00			
	26101	Department of Motor Vehicles	10.00	10.00			5.00	5.00					
	26102	Hue & Cry	44.42	44.42		44.42							
	26103	Kellie Power	400.00	400.00		400.00							
	26104	Mtn. Air Heating and Cooling	14,167.85	14,167.85		14,167.85							
	26105	Napa Auto Parts	307.60	307.60			119.10	119.10		69.40			
	26106	Omnigo	8,728.50	8,728.50					8,728.50				
	26107	Prentice Long, PC	1,935.00	1,935.00		1,935.00							
	26108	Shasta Valley Tire Service	223.02	223.02			111.51	111.51					
	26109	SHN Consulting Engineers	1,122.50	1,122.50			1,122.50						
	26110	Solano's Inc.	286.26	286.26		30.97	90.79	90.78	7.74			65.98	
	26111	Steve Pappas	85.37	85.37								85.37	
	26112	Western Business Products	70.06	70.06		70.06							
	26113	Will Bullington	50.00	50.00						50.00			

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
9/13/2023	1708	Verizon Wireless	38.01	38.01								38.01	
9/14/2023	26114	Payroll Checks (Live Checks)	12,436.12		12,436.12		12,436.12						
	230914001	CalPERS	1,206.19		1,206.19		1,206.19						
	230914002	EDD EFT	2,367.35		2,367.35		2,367.35						
	230914003	EFTPS EFT	6,818.10		6,818.10		6,818.10						
9/17/2023	1706	Quill Corp	29.58	29.58		29.58							
9/21/2023	26115	Payroll Checks (Live Checks)	2,084.23		2,084.23		2,084.23						
	26127	UNION DUES	644.72		644.72	209.00	126.46	100.54	131.48	77.24			
	230917012	Aflac	256.80		256.80	53.04	42.50	34.86	126.40				
	230917013	CalPERS	6,364.84		6,364.84	1,035.52	1,005.78		2,477.15	684.80		659.89	501.70
	230917014	EDD EFT	1,100.57		1,100.57	258.99	115.32	85.63	381.24	174.64		50.26	34.49
	230917015	EFTPS EFT	2,342.43		2,342.43	473.68	366.46	241.12	459.68	459.86		190.29	151.34
	230917001-011	MB EFT - Payroll Checks (Direct Deposits)	23,181.42		23,181.42	5,271.98	3,794.11		8,257.18	2,367.14		1,976.81	1,514.20
	1707	US Cellular	305.20	305.20					305.20				
	26116	Chris Pappas	898.87	898.87								898.87	
	26117	Corinne Moller	367.07	367.07		287.27			46.20			33.60	
	26118	Elk Grove Dodge	50,481.25	50,481.25					50,481.25				
	26119	Ferguson Waterworks	1,541.76	1,541.76			770.88	770.88					
	26120	Gatehouse Media, Inc.	142.20	142.20		142.20							
	26121	Lexipol LLC	2,954.25	2,954.25					2,954.25				
	26122	Mtn. Air Heating, Cooling	5,120.39	5,120.39		5,120.39							
	26123	SHN Consulting Engineers	71,639.52	71,639.52			7,488.75	64,150.77					
	26134	Siskiyou Disposal	355.00	355.00		125.00	62.50	62.50	26.25			78.75	
	26135	Siskiyou Technology	2,851.78	2,851.78		2,851.78							
	26136	Steve Pappas	10,874.14	10,874.14								10,874.14	
			387,380.05	210,271.18	177,108.87	42,645.57	61,832.50	80,589.32	87,134.15	8,255.93	697.11	102,007.84	4,217.63

LAKE SHASTINA COMMUNITY SERVICES DISTRICT

1C

September 2023 Detailed Budget Comparison 2023/2024 YTD

10/12/2023

REVENUE/EXPENDITURE REPORT

For the Period: 7/1/2023 to 9/30/2023

	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	120.00	20.00	195.00 38%
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	6,521.03	2,199.21	19,728.97 25%
10-00-5050.000	Transfer Fees	5250.00	5250.00	880.00	500.00	4370.00 17%
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	0.00	0.00	525.00 0%
Dept: 22 Medical Clinic						
10-22-4053.000	Medical Clinic Revenue	60,264.00	60,264.00	15,066.00	10,044.00	45,198.00 25%
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	22,827.03	12,763.21	72,034.47 24%

Expenditures

Dept: 01 General Admin

10-01-7002.000	Admin Overhead Alloc	-387,633.060	-387,633.060	-80,800.81	-7,350.00	-306,832.25 21%
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	9,867.87	3,271.62	66,152.13 13%
10-01-7033.000	Licenses, Permits, Fees	5,250.00	5,250.00	1,325.25	287.50	3,924.75 25%
10-01-7034.000	Dues & Subscriptions	5,250.00	5,250.00	21.46	21.46	5,228.54 0%
10-01-7035.000	Advertising	184.80	184.80	489.00	0.00	-304.20 265%
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	2,442.50	0.00	3,857.50 39%
10-01-7050.100	Off Exp-Supplies	8,400.00	8,400.00	233.30	30.93	8,166.70 3%
10-01-7050.200	Off Exp-Postage	6,825.00	6,825.00	1,897.80	0.00	4,927.20 28%
10-01-7050.400	Off Exp-Maint	840.00	840.00	135.34	101.35	704.66 16%
10-01-7062.000	Repair & Maintenance	525.00	525.00	7.74	0.00	517.26 1%
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	967.96	433.12	4,282.04 18%
10-01-7065.000	Vehicle Repair/Maintenance	63.00	63.00	130.12	30.00	-67.12 207%
10-01-7101.000	Property Taxes	126.00	126.00	0.00	0.00	126.00 0%
10-01-7105.000	Utilities - CSD	95.00	95.00	47.50	0.00	47.50 50%
10-01-7105.200	Util-Electric	5,250.00	5,250.00	373.78	0.00	4,876.22 7%
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	384.42	128.14	980.58 28%
10-01-7204.000	Events	2,000.00	2,000.00	0.00	0.00	2,000.00 0%
10-01-7501.000	Payroll Expense	262,500.00	262,500.00	64,533.26	22,850.64	197,966.74 25%
10-01-7513.000	Payroll-TAXES	3,150.00	3,150.00	742.18	172.24	2,407.82 24%
10-01-7514.000	Payroll-Benefits	57,750.00	57,750.00	11,776.71	3,369.62	45,973.29 20%
10-01-7516.200	Pension Cost (CalPERS)	23,100.00	23,100.00	4,920.90	1,010.30	18,179.10 21%
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	4,562.70	1,010.07	25,437.30	15%
10-00-1104.000	Due from LSPOA	-105,000.00	-105,000.00	-3,944.49	3,899.35	-101,055.51	4%
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	15.49	0.00	194.51	7%
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	51.28	0.00	748.72	6%
10-22-7513.000	Payroll-TAXES	15.75	15.75	0.74	0.00	15.01	5%
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	3.94	0.00	64.31	6%
10-22-7518.000	Workers Comp	68.25	68.25	4.41	0.00	63.84	6%
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	40,682.25	29,266.34	48,128.75	46%

For the Period: 7/1/2023 to 9/30/2023		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	200,420.61	200,420.61	579,579.39	26%
15-00-4001.200	Assmt/Revenue-Standby	66,250.00	66,250.00	56.30	66.12	66,193.70	0%
15-00-4001.300	Assmt/Revenue-Commercial	15,000.00	15,000.00	3,067.77	975.28	11,932.23	20%
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	345.00	0.00	-45.00	115%
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	0.00	0.00	4,000.00	0%
Revenues		895,550.00	895,550.00	203,889.68	201,462.01	691,660.32	23%

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	25,856.26	2,352.00	98,186.32	21%
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	7,551.25	0.00	12,448.75	38%
15-01-7033.000	Licenses, Permits, Fees	12,600.00	12,600.00	44.31	-48.23	12,555.69	0%
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	0.00	0.00	26.25	0%
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	174.70	147.24	39,825.30	0%
15-01-7063.000	Fuel	12,600.00	12,600.00	419.84	0.00	12,180.16	3%
15-01-7064.000	Materials/Supplies/Small Tools	10,500.00	10,500.00	4,895.33	456.59	5,604.67	47%
15-01-7065.000	Vehicle Repair/Maintenance	6,000.00	6,000.00	694.17	111.51	5,305.83	12%
15-01-7100.000	Lease/Rent Expense	4,000.00	4,000.00	852.06	284.02	3,147.94	21%

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	5,953.81	0.00	44,046.19	12%
15-01-7105.300	Util-Waste	800.00	800.00	187.50	62.50	612.50	23%
15-01-7105.600	Utility - Internet	700.00	700.00	197.79	65.93	502.21	28%
15-01-7501.000	Payroll Expense	171,453.14	171,453.14	34,722.06	15,218.26	136,731.08	20%
15-01-7513.000	Payroll-TAXES	3,198.57	3,198.57	360.76	142.20	2,837.81	11%

15-01-7514.000	Payroll-Benefits	38,742.92	38,742.92	6,444.73	2,263.08	32,298.19	17%
15-01-7516.200	Pension Cost (CalPERS)	17,231.38	17,231.38	3,135.82	1,055.80	14,095.56	18%
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	2,564.05	834.98	11,918.12	18%
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	454.09	0.00	1,545.91	23%
Expenditures		605,052.52	605,052.52	132,054.43	22,945.88	472,998.09	22%

For the Period: 7/1/2023 to 9/30/2023

	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	107,178.46	107,178.46	237,821.54 31%
20-00-4001.200	Assmt/Revenue-Standby	102,200.00	102,200.00	35.96	36.82	102,164.04 0%
20-00-4001.300	Assmt/Revenue-Commercial	8,000.00	8,000.00	4,290.57	1,399.14	3,709.43 54%
20-00-4003.000	Late Payment Revenue	7,000.00	7,000.00	0.00	0.00	7,000.00 0%
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	0.00	0.00	10,000.00 0%
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	122,019.99	0.00	416,180.01 23%

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	29,088.29	2,646.00	110,459.61 21%
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	2,368.86	922.60	17,631.14 12%
20-01-7033.000	Licenses, Permits, Fees	10,000.00	10,000.00	66.89	-25.65	9,933.11 1%
20-01-7034.000	Dues & Subscriptions	2,000.00	2,000.00	150.00	0.00	1,850.00 8%
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	8,877.76	8,500.29	11,122.24 44%
20-01-7063.000	Fuel	14,000.00	14,000.00	419.84	0.00	13,580.16 3%
20-01-7064.000	Materials/Supplies/Small Tools	10,000.00	10,000.00	1,981.47	811.39	8,018.53 20%
20-01-7065.000	Vehicle Repair/Maintenance	7,000.00	7,000.00	694.19	111.51	6,305.81 10%
20-01-7100.000	Lease/Rent Expense	3,000.00	3,000.00	852.06	284.02	2,147.94 28%
20-01-7105.200	Util-Electric	85,000.00	85,000.00	17,179.70	0.00	67,820.30 20%
20-01-7105.300	Util-Waste	750.00	750.00	187.50	62.50	562.50 25%
20-01-7105.600	Utility - Internet	700.00	700.00	197.79	65.93	502.21 28%
20-01-7501.000	Payroll Expense	130,000.00	130,000.00	27,586.22	13,481.30	102,413.78 21%

20-01-7513.000	Payroll-TAXES	2,579.72	2,579.72	326.71	117.04	2,253.01	13%
20-01-7514.000	Payroll-Benefits	27,000.00	27,000.00	4,865.58	1,993.42	22,134.42	18%
20-01-7516.200	Pension Cost (CalPERS)	13,897.51	13,897.51	2,078.47	805.64	11,819.04	15%
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	1,911.96	685.60	9,768.25	16%

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	454.09	0.00	545.91	45%
Dept: 36 Planning Grants							
20-36-7026.000	Contract Services	25,000.00	25,000.00	64,150.77	0.00	-39,150.77	257%
Expenditures		604,129.34	604,129.34	200,834.05	30,461.59	403,295.29	33%

For the Period: 7/1/2023 to 9/30/2023		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 25 - LSCSD Police Department							
Revenues							
25-00-4001.100	Assmt/Revenue-Residential	140,000.00	140,000.00	34,070.08	34,070.08	105,929.92	24%
25-00-4001.200	Assmt/Revenue-Standby	280,000.00	280,000.00	127.44	129.94	279,872.56	0%
25-00-4001.300	Assmt/Revenue-Commercial	3,080.00	3,080.00	0.00	0.00	3,080.00	0%
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	1,455.67	188.43	8,544.33	15%
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	160.00	110.00	2,340.00	6%
25-00-5056.000	Warrant	4,000.00	4,000.00	1,024.13	437.20	2,975.87	26%
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	0.00	0.00	6,000.00	0%
Revenues		457,883.14	457,883.14	36,837.32	34,935.65	421,045.82	8%

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	13736.14	1249.50	52,160.99	21%
25-01-7026.000	Contract Services	4,700.00	4,700.00	845.24	96.13	3,854.76	18%
25-01-7033.000	Licenses, Permits, Fees	250.00	250.00	200.47	-32.86	49.53	80%
25-01-7034.000	Dues & Subscriptions	9,000.00	9,000.00	10954.19	2215.69	-1,954.19	122%
25-01-7035.000	Advertising	700.00	700.00	0.00	0.00	700.00	0%
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	782.77	-12.92	-182.77	130%
25-01-7051.000	Public Safety Supplies	700.00	700.00	210.65	210.65	489.35	30%
25-01-7051.100	Public Safety Equipment	2,400.00	2,400.00	6062.71	5808.05	-3,662.71	253%
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	1555.58	0.00	9,444.42	14%
25-01-7064.000	Materials/Supplies/Small Tools	2,600.00	2,600.00	497.34	458.93	2,102.66	19%
25-01-7065.000	Vehicle Repair/Maintenance	5,000.00	5,000.00	168.48	90.00	4,831.52	3%
25-01-7105.100	Util-Telephone	1,445.00	1,445.00	305.20	0.00	1,139.80	21%
25-01-7105.200	Util-Electric	900.00	900.00	161.02	0.00	738.98	18%
25-01-7105.300	Util-Waste	288.45	288.45	78.75	26.25	209.70	27%
25-01-7105.400	Utilities-Propane	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
25-01-7105.600	Utility - Internet	3,000.00	3,000.00	1011.93	337.31	1,988.07	34%
25-01-7204.000	Events	250.00	250.00	0.00	0.00	250.00	0%
25-01-7501.000	Payroll Expense	235,000.00	235,000.00	58981.06	19715.09	176,018.94	25%
25-01-7513.000	Payroll-TAXES	4,435.98	4,435.98	813.52	285.86	3,622.46	18%
25-01-7514.000	Payroll-Benefits	60,000.00	60,000.00	15750.00	5250.00	44,250.00	26%
25-01-7516.200	Pension Cost (CalPERS)	25,000.00	25,000.00	6113.17	2034.68	18,886.83	24%
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	5072.36	1695.49	25,927.64	16%
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	56.76	56.76	643.24	8%
25-01-7552.000	Employee Physical Exams-Shots	50.00	50.00	666.00	166.00	-616.00	1332%
25-01-7556.000	Uniforms	600.00	600.00	686.40	686.40	-86.40	114%

Expenditures	490,163.96	490,163.96	125,490.70	40,337.01	364,673.26	26%
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For the Period: 7/1/2023 to 9/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
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Fund: 26 - COPS Grant

Revenues							
26-00-5075.000	Grant Income	156,000.00	156,000.00	0.00	0.00	156,000.00	0%
Revenues		156,000.00	156,000.00	0.00	0.00	156,000.00	0%

Expenditures							
26-01-7033.000	Licenses, Permits, Fees	1,000.00	1,000.00	529.17	412.50	470.83	53%
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	500.00	226.94	0.00	273.06	45%
26-01-7051.100	Public Safety Equipment	3,500.00	3,500.00	406.19	0.00	3,093.81	12%
26-01-7062.000	Repair & Maintenance	500.00	500.00	0.00	0.00	500.00	0%
26-01-7063.000	Fuel	3,000.00	3,000.00	52.21	0.00	2,947.79	2%
26-01-7064.000	Materials/Supplies/Small Tools	4,000.00	4,000.00	483.82	50.00	3,516.18	12%
26-01-7065.000	Vehicle Repair/Maintenance	6,000.00	6,000.00	1724.99	0.00	4,275.01	29%
26-01-7105.100	Util-Telephone	4,000.00	4,000.00	1760.75	0.00	2,239.25	44%
26-01-7501.000	Payroll Expense	92,000.00	92,000.00	19853.99	6762.24	72,146.01	22%
26-01-7513.000	Payroll-TAXES	2,000.00	2,000.00	272.66	98.05	1,727.34	14%
26-01-7514.000	Payroll-Benefits	20,000.00	20,000.00	5250.00	1750.00	14,750.00	26%
26-01-7516.200	Pension Cost (CalPERS)	7,500.00	7,500.00	2008.24	663.76	5,491.76	27%
26-01-7518.000	Workers Comp	7,500.00	7,500.00	1707.44	581.55	5,792.56	23%
26-01-7550.000	Travel & Training	2,000.00	2,000.00	855.75	-540.75	1,144.25	43%
26-01-7551.000	Meals	250.00	250.00	183.97	0.00	66.03	74%
26-01-7556.000	Uniforms	750.00	750.00	149.73	0.00	600.27	20%
Expenditures		156,000.00	156,000.00	35,539.85	9,777.35	120460.15	23%

For the Period: 7/1/2023 to 9/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
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Fund: 27 - Wellness Grant

Revenues							
27-00-5075.000	Grant Income	13,000.00	13,000.00	0.00	0.00	13,000.00	0%
Revenues		13,000.00	13,000.00	0.00	0.00	13000.00	0%

Expenditures							
27-01-7034.000	Dues & Subscriptions	2,000.00	2,000.00	915.75	0.00	1,084.25	46%
27-01-7064.000	Materials/Supplies/Small Tools	11,000.00	11,000.00	2869.39	1972.28	8,130.61	26%
Expenditures		13,000.00	13,000.00	3,785.14	1,972.28	9,214.86	72%

For the Period: 7/1/2023 to 9/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
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Fund: 30 - LSCSD Fire Department

Revenues							
Dept: 00							
30-00-4001.100	Assmt/Revenue-Residential	102,000.00	102,000.00	24718.24	24718.24	77,281.76	24%
30-00-4001.200	Assmt/Revenue-Standby	165,000.00	165,000.00	198.33	199.81	164,801.67	0%
30-00-4001.300	Assmt/Revenue-Commercial	2,315.00	2,315.00	0.00	0.00	2,315.00	0%
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	0.00	0.00	12,000.00	0%
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	425.90	0.00	5,574.10	7%

30-00-5061.000	Donations	5,000.00	5,000.00	5100.00	0.00	-100.00	102%
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	0.00	0.00	10,000.00	0%
Dept: 34 Fire Fuels Removal							
30-34-4055.000	Misc Operational Income	40,000.00	40,000.00	29775.00	3000.00	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	69,541.53	27,918.05	488223.47	12%

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	12120.12	1102.50	46,025.24	21%
30-01-7010.000	Capital Improvement	65,000.00	65,000.00	58411.56	14178.21	6,588.44	90%
Less Reimbursement due from LAIF Savings		-65,000.00	-65,000.00	-58,411.56	-14,178.21	-6,588.44	90%
30-01-7026.000	Contract Services	8,400.00	8,400.00	3482.50	44.00	4,917.50	41%
30-01-7033.000	Licenses, Permits, Fees	105.12	105.12	350.00	0.00	-244.88	333%
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	228.97	0.00	1,871.03	11%
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	1669.50	0.00	830.50	67%
30-01-7063.000	Fuel	21,000.00	21,000.00	2046.34	281.88	18,953.66	10%
30-01-7064.000	Materials/Supplies/Small Tools	11,550.00	11,550.00	1271.65	544.34	10,278.35	11%
30-01-7065.000	Vehicle Repair/Maintenance	23,100.00	23,100.00	-2149.36	20.37	25,249.36	-9%
30-01-7075.000	VFA Grant Equipment	18,900.00	18,900.00	1925.15	1925.15	16,974.85	10%
30-01-7105.100	Util-Telephone	525.00	525.00	140.61	38.01	384.39	27%
30-01-7105.200	Util-Electric	3,360.00	3,360.00	483.04	0.00	2,876.96	14%
30-01-7105.300	Util-Waste	945.00	945.00	273.85	116.35	671.15	29%
30-01-7105.400	Utilities-Propane	500.00	500.00	0.00	0.00	500.00	0%
30-01-7105.600	Utility - Internet	1,500.00	1,500.00	64.08	21.36	1,435.92	4%
30-01-7204.000	Events	262.50	262.50	0.00	0.00	262.50	0%
30-01-7501.000	Payroll Expense	65,794.80	65,794.80	26453.72	6984.22	39,341.08	40%
30-01-7513.000	Payroll-TAXES	2,000.00	2,000.00	854.07	101.26	1,145.93	43%
30-01-7514.000	Payroll-Benefits	22,000.00	22,000.00	7561.75	3071.00	14,438.25	34%
30-01-7516.200	Pension Cost (CalPERS)	8,600.00	8,600.00	2925.94	910.75	5,674.06	34%
30-01-7518.000	Workers Comp	6,000.00	6,000.00	2265.72	600.64	3,734.28	38%
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	0.00	0.00	525.00	0%
30-01-7556.000	Uniforms	1,000.00	1,000.00	769.55	334.56	230.45	77%
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	12063.00	0.00	11,037.00	52%
30-34-7513.000	Payroll-TAXES	2,625.00	2,625.00	1425.95	0.00	1,199.05	54%
30-34-7518.000	Workers Comp	1,890.00	1,890.00	693.42	0.00	1,196.58	37%
Dept: 45 Mutual Aid Strike Team							
30-45-7501.000	Payroll Expense	137,500.00	137,500.00	94729.50	71992.50	42,770.50	69%

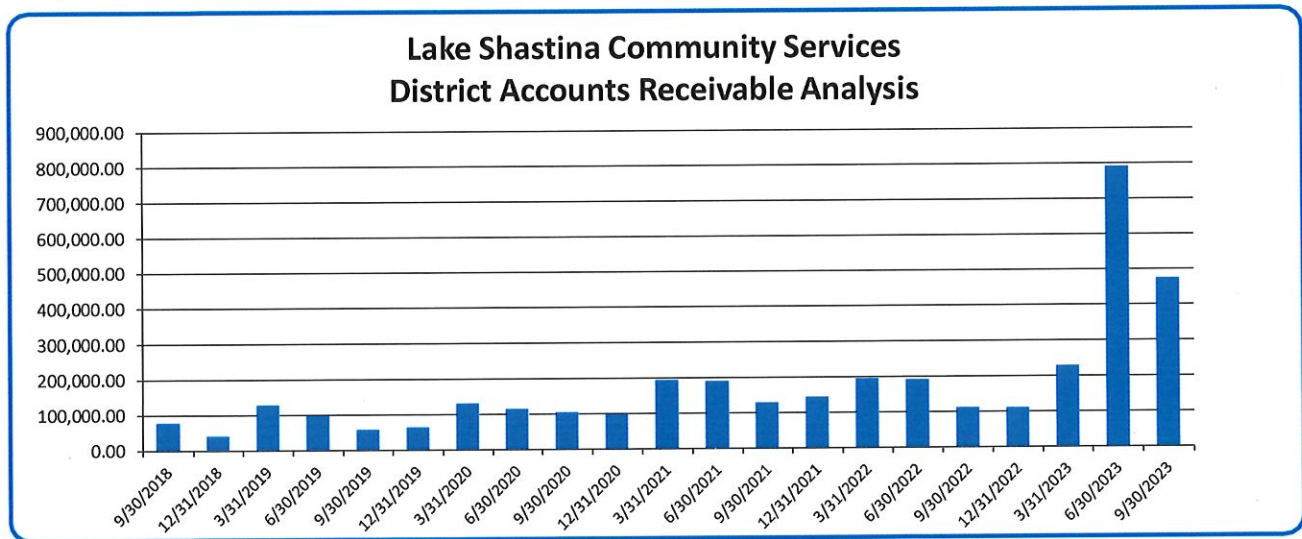
30-45-7513.000	Payroll-TAXES	2,500.00	2,500.00	8182.58	5914.94	-5,682.58	327%
30-45-7518.000	Workers Comp	10,000.00	10,000.00	6916.94	5157.64	3,083.06	69%
Expenditures		464,820.16	464,820.16	189,106.80	99,161.47	275,713.36	41%
Total Net Effect:		291,282.18	291,282.66	-272,377.67	0.00	563,660.33	

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
9/30/2018	9,562.53	925.75	321.90	66,249.63	77,059.81
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
9/30/2019	-13,662.58	283.50	102.99	70,362.42	57,086.33
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

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 September Lake Shastina Fire Department responded to a total of 37 calls for service. These calls included:

- 29 Medical Aids
- 1 Vehicle Fire
- 2 Traffic Collisions
- 2 wildland fires
- 1 Structure Fires
- 2 Public Assists

Monthly News:

College of the Siskiyou academy 45 will begin October 30th. LSFD has 6 members who will be joining the academy as well as 1 member who started the Paramedic program this Month.



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: September 2023 Police Monthly Board Report

POLICE ACTIVITY: LSPD had 154 calls for service in September.

SUMMARY:

Misdemeanor Arrests: 10

Felony Arrests: 2

Traffic Warnings: 35 (18 in the Subdivision)

Traffic Citations: 16

Animal Control Cites: 0

Animal Related Calls: 2

Parking Cites: 0

House Watch: 140+-

Misc. Police Calls (Non-Criminal): 89

NOTABLE ACTIVITY:

9/3/2023 & 9/5/2023 – After a 9-month investigation of alleged sexual and physical abuse to children, 2 parents were arrested for numerous felony charges.

9/7/2023- Subject arrested for DUI in the Subdivision

9/9/23- A special enforcement detail was conducted in the night hours of 9/9/23 into the early morning hours of 9/10/23. Countless nighttime patrols of the subdivision were conducted due to recent reports of vandalism and theft. During the detail 12 traffic enforcement stops were made and 4 misdemeanor arrests were a result of the enforcement stops.

9/10/23- Subject arrested for public intoxication.

9/18/23- Subject arrested for driving on a suspended DL.

9/19/23- Subject arrested for misdemeanor warrant.

9/19/23- Subject arrested for misdemeanor warrant.

September 21, 2023, we were audited by the state Commission on Peace Officer Standards and Training (P.O.S.T.). All our training and records were in order, see attached letter.



GAVIN NEWSOM
GOVERNOR

ROB BONTA
ATTORNEY GENERAL

COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING

September 25, 2023

William Bullington, Chief
Lake Shastina District Police Department
16309 Everhart Drive
Weed, CA 96094

Dear Chief Bullington:

This correspondence reports the findings of the Peace Officer Standards and Training (POST) compliance inspection of your agency's adherence to minimum selection and training standards conducted on September 21, 2023.

AGENCY ROSTER

A roster of personnel in the POST Electronic Data Interchange (EDI) System was compared with your agency roster. All personnel have been appropriately documented in EDI. You can find your Agency Roster under the "Reports" tab in EDI.

SELECTION STANDARDS

No background files were reviewed as there were no new peace officer appointments since the last compliance review on September 22, 2022.

TRAINING STANDARDS

Training records for the previous two-year Continuing Professional Training (CPT) cycle, which ended on December 31, 2022, can be found in the Compliance Analysis Report in EDI under the "Reports" tab.

The current training cycle ends on December 31, 2024.

In closing, I appreciate your willingness and desire to partner with POST for the overall betterment of the Lake Shastina District Police Department. If I can answer any questions or assist in any other manner, please contact me by telephone at (916) 227-4843 or by e-mail at mpicone@post.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Marty Picone".

Marty Picone
Law Enforcement Consultant, Region 2 Manager
Training Delivery and Compliance Bureau

Enclosure
MP/cq

Lake Shastina Sewer Department

To: Lake Shastina CSD Board
From: RODNEY VILLA, Maintenance Leadman
Meeting Date: October 18, 2023
Subject: Board Report for September 2023

Notable Activity:

- We are still working on the reinforcement of the dike between ponds #2 & #3 and sorting more rocks at the same time.
- We have also installed two more transponders in the lift stations.
- The semiannual sewer samples were delivered to Pace Analytical in Redding.

Lake Shastina Water Department

To: Lake Shastina CSD Board
From: RODNEY VILLA : Maintenance Leadman
Meeting Date: October 18,2023
Subject: Board Report for September 2023

Notable Activity:

- Lead & copper samples were collected and delivered to Pace analytical in Redding along with the monthly routine "Bacties."
- There was a water lateral repair on Antler Dr.
- We finished a driveway repair on Player Ct.
- We flushed hydrants in Rancho Hills to get rid of air in the mains.
- We spent five days collecting meter reads.
- We were called in for a water leak on Wetzels' property (turned the main off and back on.)

VACANT POSITIONS

VERBAL ONLY

Code of Civil Procedure 1822.50

Part 3

VERBAL ONLY



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

To: LSCSD BOARD OF DIRECTORS

Meeting Date: October 18, 2023

From: Paula Mitchell, Board President

Subject: Sanitary Sewer Management Plan

Background:

The district is mandated by the State of California to have a formal Sanitary Sewer Management Plan. The LSCSD General Manager signed an agreement with SHN on April 26, 2023, to write an updated SSMP. The updated plan required more work than anticipated. SHN has requested additional funds to complete the SSMP.

The Agreement Dated April 26, 2023, was for \$25,000. The Addendum requires an additional \$15,000 to complete the work.

Recommendation:

Approve the Addendum for an \$15,000.

Reference: 523011

Addendum No. 1 To Agreement
Dated April 26, 2023
Sanitary Sewer Management Plan
(job title)

Additional Scope of Work

The level of effort to prepare the SSMP was unknown at the time of original contract due to how much work was already completed. It was agreed upon with the former General Manager that an additional \$15,000 of effort would be available if needed to complete the SSMP

Related Costs

- A. SHN agrees to provide services covered by this Addendum on a time and expenses/lump sum basis. Fees are estimated as follows:

Additional Effort for SSMP	\$	15,000
	\$	
Total	\$	15,000

The not-to-exceed budget is to be increased by \$15,000, from \$25,000 to \$40,000, with a revised contract termination date of November 30, 2023. A 10% (ten percent) retention will be effective on the amended, not-to-exceed budget of \$40,000, until the final completed SSMP is approved by the District Board of Directors.

All other terms and conditions contained in the original Agreement shall apply to this Addendum.

In Witness Whereof, the parties have executed this Addendum to the Agreement the day and year first set forth.

SHN Consulting Engineers & Geologists, Inc.

Client: Lake Shastina Community Services District

Address: 350 Hartnell Ave, Suite B
Redding, CA 96002

Address: 16320 Everhart Drive
Weed, CA 96094

By: _____

By: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

License #: _____



Reference: 523011

Service Agreement

This Agreement is made this 26TH day of APRIL, 2023, between Lake Shastina Community Services District, subsequently referred to as "CLIENT," and SHN Consulting Engineers & Geologists, Inc., 350 Hartnell Avenue, Suite B, Redding, California, a California Corporation, subsequently referred to as "SHN." SHN's professional work is conducted by or under the direction of licensed engineers and geologists. The work under this contract will be under the direction of Anders Rasmussen, PE (#C58184), located at SHN Consulting Engineers & Geologists, Inc., 803 Main Street, Suite 401, Klamath Falls, Oregon 97601. SHN may assign another appropriately licensed person to direct such work by providing reasonable notice of such to CLIENT.

1. Project

- A. By joining in this Agreement, CLIENT retains SHN to provide consulting services for preparation of a Sanitary Sewer Management Plan, and subsequently referred to as "Project."
- B. CLIENT is aware that no work will begin until both CLIENT and SHN sign this Agreement.
 CLIENT is aware that work on Project has begun in good faith, and that remaining work will follow execution of this Agreement by both CLIENT and SHN. CLIENT's request to begin work prior to execution of this Agreement constitutes CLIENT's acceptance of this Agreement and all of its provisions with respect to work performed both prior to and after execution of this Agreement unless such work was performed pursuant to separate written agreement or as otherwise expressly set forth to the contrary herein.

2. Scope of Services

- A. By this Agreement, the scope of SHN's services is limited to:
 - (i) Preparation of a Sanitary Sewer Management Plan (SSMP), in accordance with California State Water Resources Control Board Order No. 2022-0103-DWQ
- B. SHN will not be responsible for any services not specifically listed under 2(A) above, including but not limited to:
 - (i) Preparation of a Spill Emergency Response Plan, which is already assumed to exist.
- C. Except as expressly provided for in Sections 3(C) and 5(B) hereof, there will be no addition or deletion to the scope of services, schedule for performance, or the fees charged for such services without the written consent of both parties. Such written consent addressing the scope of services, schedule for performance, and fees charged for such services shall be required prior to any additional work being provided except as otherwise provided for in Sections 3(C) and 5(B) hereof.

3. Work Schedule

- A. SHN will perform the services described in the scope of services, in conformance with the following schedule:
 - (i) Draft SSMP by June 2, 2023
 - (ii) Final SSMP by June 30, 2023
- B. Reasonable schedule extensions will be allowed for any delay that is beyond the control of SHN. Matters beyond the control of SHN that may give rise to schedule extensions include, but are not limited to inclement weather, unanticipated Project conditions, delays in obtaining necessary third party approvals regarding the Project, illness or death of key Project personnel, and delays caused by third parties working on the Project. In



the event of delay allowed for herein, the parties agree to work together in good faith to make appropriate modifications to the schedule described in Section 3(A) above. SHN shall not be liable for damages arising out of any such delay and shall not be deemed to be in breach of this agreement as a result thereof.

- C. In the event there is a change to the scope of services that is agreed to in writing by the parties, but the parties fail to agree upon a change to the above described schedule for performance of the services, a reasonable extension to the schedule will be allowed to accommodate the change to the scope of services.

4. General Conditions

The following general conditions are incorporated into and made part of this Agreement:

- A. SHN is an independent contractor and will maintain complete control of and responsibility for its employees, subconsultants, subcontractors, and agents.
- B. CLIENT will provide SHN with all available information concerning this Project, including electronic copies, as necessary. SHN shall be entitled to rely, without liability, on the accuracy and completeness of any and all information and services provided by CLIENT, CLIENT's consultants and contractors, and information from public records, without the need for independent verification.
- C. In order to complete the work, CLIENT will provide the right of entry for SHN and subcontractor personnel.
- D. While SHN will take all reasonable precautions to minimize any damage to the property, it is understood by CLIENT that in the normal course of work some damage may occur, the correction of which is not part of this Agreement unless otherwise noted. In the execution of work, SHN will take all reasonable precautions to avoid damage to surface and subsurface structures and/or utilities. CLIENT agrees to hold SHN harmless for any damages to subsurface structures and/or utilities that are not called to SHN's attention and are not currently shown on the plans furnished or otherwise identified by CLIENT.

In the course of performing the Scope of Services as outlined in this Agreement, previously unknown or unidentified hazardous materials or substances may be encountered. In such event, SHN will not be considered the Owner, in control of, or responsible for said materials. SHN's sole responsibility will be to notify CLIENT of said hazardous materials and possible courses of action for CLIENT to pursue. All work on the Scope of Services outlined in this Agreement will cease until hazardous conditions have been resolved. Any additional work with regard to the hazardous material mitigation measures will be subject to negotiation of a new Agreement. CLIENT agrees to indemnify, defend, and hold SHN, its agents, employees, officers, directors, and independent contractors harmless from any liability relating to or arising from the breach of CLIENT's duties hereunder.

In addition, if cross-contamination of aquifers or other hydrous bodies were to occur in connection with the Scope of Services provided hereunder, CLIENT waives any and all claims against SHN and agrees to defend, indemnify, and hold SHN harmless from any claim or liability for injury or loss that may arise as a result of alleged cross-contamination. CLIENT further agrees to compensate SHN for any time spent or expenses incurred by SHN in defense of any such claim, in accordance with SHN's prevailing fee schedule and expense reimbursement policy.

- E. SHN will take reasonable precautions to safeguard its own employees. Except as otherwise expressly agreed to in writing by SHN, SHN will have no responsibility for any Project safety program or the safety of any entity or person other than SHN and its employees.
- F. Services performed by SHN under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily expected by members of the



profession currently practicing in the same locality, under similar conditions. SHN will comply with applicable laws, rules, and regulations.

- G. No representation, express or implied, of warranty or guarantee is included or intended in this Agreement or in any report, opinion, document, or otherwise.
- H. CLIENT recognizes that subsurface conditions at various locations on the Project property may vary from those encountered at the location where borings, surveys, or explorations are made by SHN.
- I. The data, interpretations, and recommendations of SHN are based solely on the information available to SHN. SHN will be responsible for its data, interpretations, and recommendations, but will not be responsible for interpretations of the developed information made by others.
- J. Unless express provisions to the contrary are provided herein, SHN shall retain ownership and all copyrights to any plans, specifications, reports, and any other documents it creates for CLIENT, its agents, or assigns. Upon payment to SHN as set forth herein, CLIENT is merely granted a license to use such documents for the Project described herein.
- K. In such a case where CLIENT requests that SHN provide machine-readable information and data regarding PROJECT to CLIENT or CLIENT's authorized agent, SHN shall not be liable for claims, liabilities, or losses arising out of or in connection with:
 - (i) the modifications or misuse by CLIENT or third parties of such electronic data;
 - (ii) decline of accuracy or readability of electronic data due to inappropriate storage conditions or duration; or
 - (iii) any use by CLIENT or third parties of such electronic data, for additions to this project, for the completion of this project by others, for generation of record drawings, or for any other project by SHN.
- L. Drawings shall not be interpreted as being true scale documents of the proposed work. CLIENT, by acceptance of such electronic data, agrees to indemnify SHN for damages and liability resulting from the modification, use, or misuse of such electronic data, as described above.
- M. Neither CLIENT nor SHN may delegate, assign, or transfer their duties or interest in this Agreement without the written consent of the other party except as expressly allowed for herein. SHN may use third parties it engages to perform the services provided hereunder, and SHN may assign the right to collect any amounts due for work performed pursuant to this Agreement to third parties, without the consent of CLIENT having first been obtained.
- N. CLIENT shall review and approve SHN-prepared project documents conforming to the Scope of Services at each phase of the Project.
- O. Any opinion of the capital, construction, or operating costs of the facilities or operations related to the Scope of Services and prepared by SHN, represents SHN's judgment as a professional and is supplied for the general guidance of CLIENT. Because SHN has no control over the cost of labor, material, or equipment, or over the competitive bidding or market conditions, SHN does not guarantee the accuracy of such opinions as compared to contractor bids or actual costs to CLIENT.
- P. If SHN assists CLIENT in the process of selecting other consultants, contractors, or services, CLIENT shall perform its own due diligence in making a final decision. SHN makes no warranty or guarantee on the performance of the selected consultant, contractor, or service.
- Q. If CLIENT proposes and goes forward with an objectionable project decision or feature, construction activity, or operational procedure, SHN shall notify CLIENT of its objection



and the reasons for the objection. If CLIENT moves forward with the objectionable action, SHN shall be held harmless from liability and negative results related to the action.

- R. SHN and CLIENT agree that any dispute arising under this Agreement and the performance thereof with an amount in controversy exceeding \$10,000.00 shall be subject to non-binding mediation as a prerequisite to further legal proceedings. The cost of such mediation shall be borne equally by the parties. Any party making a demand for mediation shall do so in writing to the other party, and such demand shall suggest not less than five (5) licensed attorneys with offices located within Humboldt County, California, as disinterested mediators to assist with resolution of the dispute. The parties shall cooperate to arrange mediation with a mediator from such list selected by the non-demanding party to be conducted not less than 60 days after the demand having been made. Failure by a party to cooperate with the foregoing shall enable the other party to proceed to further legal proceedings without completing mediation and the party so failing shall be liable for any damages caused by such. Any pertinent statute of limitations shall be tolled pending the conduct of the above-described mediation process. This Agreement shall be governed by the laws of the State of California, and any litigation or other legal proceedings shall be conducted in the Superior Court of California. The parties agree that this Agreement was negotiated and executed in Humboldt County, California, and as such, agree that the proper venue for adjudication of any disputes arising hereunder shall be the Superior Court of California located in Humboldt County, California. SHN and CLIENT waive any right to a trial by jury.
- S. To the fullest extent permitted by law, the total liability, in the aggregate, of SHN and its agents and subconsultants, to CLIENT, and anyone claiming by, through, or under CLIENT, and to any third parties granted reliance, for any claims, losses, costs, or damages whatsoever arising out of, resulting from, or relating to the Project shall not exceed the total compensation received by SHN. CLIENT may negotiate a higher limitation of liability for an additional fee, which is necessary to compensate for the greater risk assumed by SHN.
- T. To the extent damages are covered by insurance of CLIENT, CLIENT waives all rights against the contractors, consultants, agents, and employees of SHN for damages, except such rights as CLIENT may have to the proceeds of such insurance. CLIENT shall require its contractors, subcontractors, consultants, subconsultants, agents, and such parties' employees to execute similar waivers in a form and substance that is acceptable to SHN, in its reasonable discretion. SHN may further require any insurer capable of providing coverage described herein to expressly waive subrogation of claims against SHN, but failure of any such insurer to expressly waive subrogation shall in no way create a right of subrogation inconsistent with the terms hereof.
- U. SHN and CLIENT waive all consequential damages and any similar damages in tort, including, but not limited to damages for loss of use, profits, revenue, business opportunity, or production for claims, disputes, or other matters arising out of or relating to this Agreement, regardless of whether such claim or dispute is based upon breach of contract or the negligent act, or omission of SHN or its employees, agents, subconsultants, or other legal theory. This mutual waiver shall survive termination or completion of this Agreement.
- V. SHN shall be afforded reasonable extensions of time with respect to its duty to perform the Scope of Services provided for herein during the period of any force majeure event. Force majeure events shall include but are not limited to strikes; labor troubles; lockouts; inclement weather, including but not limited to extreme heat, hail, snow, freezing temperatures, excessive rain, and excessive wind; drought; floods; blocked road access; acts of God; inability to secure necessary materials; mandated or advised shutdowns due to pandemic or other related conditions; earthquakes; mudslides or earthflows; tsunamis, seiches, utility disturbances; acts of war, terrorism, vandalism, and fire. In addition to the foregoing, CLIENT shall be responsible for any additional costs incurred



by SHN in the performance of the Scope of Services provided for herein as a result of any force majeure event.

- W. Unless noted otherwise in Section 5 of this Agreement, CLIENT warrants and represents all work to be performed by SHN pursuant to this Agreement is not subject to State or Federal prevailing wages. If it is subsequently determined that work performed is subject to prevailing wages, CLIENT shall compensate SHN 1.3 times the difference between actual wage paid and prevailing rate required, plus any penalties. CLIENT shall also indemnify, defend, and hold SHN harmless for any other liabilities arising from or related to the breach of CLIENT's representation and warranty regarding prevailing wages.
- X. This Agreement shall be terminated as follows:
- (i) Upon completion of the Scope of Services and receipt of all compensation due to SHN; or
 - (ii) Upon receipt by either party from the other of ten (10) days' written notice of termination. In such event, SHN shall be compensated for all service performed prior to the termination notice date plus reasonable termination expenses, including the cost of completing analysis, records, and reports necessary to document job status at the time of termination.

5. Fee

- A. SHN will be compensated for these services on a time and expenses basis. Fees are estimated as twenty-five thousand dollars (\$25,000)
- Fees include Prevailing Wage Rates.
 - Fees DO NOT include Prevailing Wage Rates.
- B. If Project requirements indicate that the scope of services covered by this Agreement should be revised, an additional Service Agreement or a written addendum to this Agreement will be entered into to cover the revised scope and fee. In the event a change to the scope of services is agreed to in writing as provided for herein, but the parties fail to agree in writing to a revised method or figure for fees concerning the changed scope of services, the fees for the changed scope of services shall be determined on the basis of time and expense in accordance with SHN's current schedule of fees.
- C. SHN will submit monthly progress invoices to CLIENT and the final bill upon completion of the services. CLIENT shall notify SHN within two (2) weeks of receipt of invoice of any dispute with the invoice. CLIENT and SHN will act in good faith to resolve any disputed items promptly. Payment on invoice amounts is due upon receipt of invoice by CLIENT and is past due fifteen (15) days from the date of the invoice. Thereafter, SHN will charge, and CLIENT agrees to pay, a finance charge of 1.5% per month on the outstanding balance. At SHN's discretion, this Agreement may be terminated without penalty or liability to SHN for CLIENT failure to make timely payment for outstanding invoices. The retainer will be held until Project completion and will be applied to the final invoice.



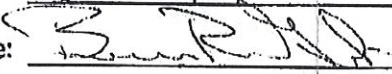
In Witness Whereof, the parties have executed this Agreement the day and year first set forth.

SHN Consulting Engineers & Geologists, Inc.

Address: 350 Hartnell Ave, Suite B
Redding, CA 96002

By: Bruce Grove

Title: Regional Principal

Signature: 

Date: 4-26-2023

License #: N/A

CLIENT: Lake Shastina Community Services District

Address: 16320 Everhart Drive
Weed, CA 96094

By: ROBERT MOSER

Title: GENERAL MANAGER

Signature: 

Date: 4/26/23

