



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

AGENDA

Wednesday, June 19, 2024

Closed Session: 12:00 p.m. / Open Session: 1:00 p.m.

Administration Building

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

CALL TO ORDER:

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

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. Liability Claims Gov. Code §54961
Agency Claimed Against: Lake Shastina Community Services District
Claimant: Chertkov
- B. Conference with Real Property Negotiators Gov. Code §54956.8
Property: 16377 Everhart Dr. Weed, CA
Agency Negotiators: Carol Cupp, Rick Thompson, Margaret Long
- C. Public Employee Performance Evaluation Gov. Code §54957: General Manager

RETURN TO OPEN SESSION:

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

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 May 15, 2024 and Special Meeting June 4, 2024
- B. Ratification of Disbursements: May 1-31, 2024
- C. Budget Comparison: FY 2023/24
- D. Department Written Reports
 1. Fire Department
 2. Police Department
 3. Sewer Department
 4. Water Department

DISCUSSION / REPORTS: ACTION ITEMS:

2. Consideration of LSPD Reserve Officer Position
3. Board of Directors Election Resolution
4. Proposed Ordinance 1-24; Second Reading, Public Hearing and Consideration for Ratification; Modification to residential and commercial quarterly water service base rate and metered consumption rate.
 - a. Open Public Hearing/Public Comments/Close Public Hearing
 - b. Count letters of protest
 - c. Vote

5. Consideration of contract with SHN Consulting Engineers to complete CEQA for projects identified in the 2023 Water System Preliminary Engineering Report.
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STAFF COMMENTS:

BOARD MEMBER COMMENTS:

ADJOURNMENT: The next LSCSD Regular Meeting is scheduled to be held on July 17, 2024, 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, May 15, 2024
Open Session
UNAPPROVED MINUTES

CALL TO ORDER AND ROLL CALL: 1:03 PM

LSCSD Board Roll Call: Chandler Cupp MacIntosh Mitchell Uttech

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

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS:

Lee Proctor: Grants, Assessments vs. raised rates, payment options, reduction of increase if grant received
Don Moore: Well #4, 708K proposed new well

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

1. A. Approval of Minutes: Regular Meeting Minutes April 17, 2024
- B. Ratification of Disbursements: April 1 through 30, 2024
- C. Budget Comparison: FY 2023/24
- D. LAIF Quarterly Report
- E. Department Written Reports
 1. Fire Department
 2. Police Department
 3. Sewer Department
 4. Water Department

Motion by Dir. Mitchell, second by Dir. Uttech, to approve Consent Calendar.

Ayes: Directors Chandler, Cupp, Mitchell, Uttech

Noes: None

Absent: Director MacIntosh

DISCUSSION / REPORTS / ACTION ITEMS:

2. General Manager's Report -**Discussion only.**
3. Policy Changes and Request for a Paid Reserve Officer Position -**Discussion only.**
4. Annual Military Equipment Report -**Discussion only.**
5. First Reading and Public Hearing for Proposed Ordinance 1-24, modification to residential and commercial quarterly water service base rate and metered consumption rate.
 - a. Open Public Hearing: 1:45pm
Public Comments:
-Lee Proctor: Grants, Assessments vs. raised rates, payment options, reduction of increase if grant received.
-Don Moore: Well #4, 708K proposed new well
Close Public Hearing: 2:18pm

Motion by Dir. Chandler, second by Dir. Uttech, to approve and waive first reading, read by title only.

Ayes: Directors Chandler, Cupp, Mitchell, Uttech

Noes: None

Absent: Director MacIntosh

6. Set Water Rate Increase Special Informational Meeting date and time -**Discussion only, June 4, 2024 6:30pm.**

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT: With no objections by the Board, Pres. Cupp adjourned the meeting at 2:35 PM. The next LSCSD Regular Board Meeting to be held on June 19, 2024 1:00 p.m. at the Administration Building.

Approval Date: June 19, 2024

Carol Cupp, President

ATTEST:

Richard Thompson, General Manager/Secretary



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

Regular Meeting
Wednesday, June 4, 2024
Open Session
UNAPPROVED MINUTES

CALL TO ORDER AND ROLL CALL: 6:31 PM

LSCSD Board Roll Call: Chandler √ Cupp √ MacIntosh √ Mitchell √ Uttech √
Also present: GM Thompson, SAC DeBon, ARC Guillen, AA Phonepaseuth. There were approximately 50 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS: Comments received.

DISCUSSION / REPORTS / ACTION ITEMS:

1. Rate Proposal Information -Discussed.

*Director Cupp called a recess at 8:44pm, reconvened at 8:49pm.

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT: With no objections by the Board, Pres. Cupp adjourned the meeting at 9:06 PM. The next LSCSD Regular Board Meeting to be held on June 19, 2024 1:00 p.m. at the Administration Building.

Approval Date: June 19, 2024

Carol Cupp, President

ATTEST:

Richard Thompson, 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 May 1-31,2024 for a total of: " \$ 234,261.85

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

Submitted for 'May 2024	\$ 234,261.85
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Expenses - Regular Checks Mechanics Bank Account	\$ 81,571.88
Expenses - Payroll & Liability Checks Mechanics Bank Account	\$ 152,689.97
<u>Subtotal</u>	<u>\$ 234,261.85</u>
<u>Total CSD Expenses</u>	<u>\$ 234,261.85</u>

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - MECHANICS BANK

					10	15	20	25	26	27	30	31	
Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	General	Sewer	Water	Police	COPS	Wellness Grant	Fire	SAFER
5/1/2024	1809	Pitney Bowes	500.00	500.00		500.00							
5/2/2024	26442	Payroll Checks (Live Checks)	2,440.44		2,440.44		1,196.19	1,244.25					
	24042814	CalPERS	9,873.56		9,873.56	1,904.99	1,778.49	1,834.85	2,471.58	702.06		679.89	501.70
	24042815	EDD EFT	1,938.49		1,938.49	322.91	536.79	470.21	300.84	216.37		54.08	37.29
	24042816	EFTPS EFT	5,672.69		5,672.69	983.19	1,754.53	1,549.99	855.24	203.55		182.45	143.74
	240428001-013	MB EFT - Payroll Checks (Direct Deposits)	30,345.87		30,345.87	6,124.15	5,064.32	4,678.56	8,028.89	2,950.12		1,980.83	1,519.00
	1800	Pacific Power	11,662.75	11,662.75		1,068.37	4,650.31	5,643.18	75.22			225.67	
	1801	Quill Corp	432.32	432.32		294.44						137.88	
	1803	Pitney Bowes	142.42	142.42		142.42							
	26444	Cal Ore Communications	434.42	434.42		192.21	67.71	67.71	85.43			21.36	
	26445	Caselle, Inc	2,103.00	2,103.00		2,103.00							
	26446	Consolidated Electrical Dist.	15.02	15.02				15.02					
	26447	Cross Connections Emergency	2,156.87	2,156.87								2,156.87	
	26448	Ernest & Mary Huff	97.20	97.20				41.25	32.39			23.56	
	26449	ESO Solutions	1,738.80	1,738.80								1,738.80	
	26450	Ferguson Waterworks	883.30	883.30			883.30						
	26451	Gannett California LocalIQ	91.00	91.00		91.00							
	26452	Hue & Cry	44.42	44.42		44.42							
	26453	Julia Alford	600.00	600.00						600.00			
	26454	Kellie Power	400.00	400.00		400.00							
	26455	Office Technologies, Inc	68.60	68.60					68.60				
	26456	Pace Analytical Services	226.44	226.44				226.44					
	26457	Siskiyou Technology Consultants	2,614.20	2,614.20		2,614.20							
	26458	Solano's Inc	233.30	233.30			12.36	12.36				208.58	
	26459	US Postal Services	320.00	320.00		320.00							
	26460	Will Bullington	36.44	36.44						36.44			
	26461	Wiwin Sunarto	250.00	250.00					250.00				
5/5/2024	1810	Xpress Bill Pay	109.23	109.23		109.23							
5/6/2024	1804	First National Bank Omaha	1,559.82	1,559.82		639.62						920.20	
	1805	First National Bank Omaha	1,535.18	1,535.18			1,513.41	21.77					
	1806	First National Bank Omaha	1,619.98	1,619.98		1,619.98							
	1807	First National Bank Omaha	771.01	771.01					15.20	755.81			
	1808	First National Bank Omaha	1,380.88	1,380.88		110.17	245.58	245.58				779.55	
5/9/2024	26462	Payroll Checks (Live Checks)	999.53		999.53		267.49	732.04					
	240509001	EDD EFT	28.26	28.26			7.56	20.70					
	240509002	EFTPS EFT	94.47	94.47			25.29	69.18					
5/12/2024	26463	Payroll Checks (Live Checks)	2,089.64		2,089.64		1,844.70	244.94					
	26464	N.C.G.T. Security Fund	18,483.00	18,483.00		3,927.00	2,017.82	2,266.18	5,355.00	1,785.00		1,785.00	1,347.00
	26465	UNION DUES	686.72	686.72		212.48	153.29	123.91	130.80	66.24			
	240512012	Aflac	150.72	150.72			21.54	2.78	126.40				
	240512013	CalPERS	8,605.49	8,605.49		1,910.17	1,587.30	1,030.96	2,193.41	702.06		679.89	501.70
	240512014	EDD EFT	1,131.44	1,131.44		322.07	175.81	92.11	271.57	178.51		54.08	37.29
	240512015	EFTPS EFT	3,450.38	3,450.38		982.84	813.27	473.89	700.43	153.76		182.45	143.74
	240512001-014	MB EFT - Payroll Checks (Direct Deposits)	24,185.39	24,185.39		6,130.83	2,604.25	1,834.64	7,417.03	2,698.81		1,980.83	1,519.00

**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
5/15/2024	26466	Cal Ore Communication	29.30	29.30					29.30				
	26467	Candice Green	285.03	285.03			218.91	7.91	33.70			24.51	
	26468	Chingsao & Heitsu Tu	283.30	283.30			218.92	6.17	24.51			33.70	
	26469	Don R. Erickson Oil	4,256.30	4,256.30		1,111.00	594.27	594.27	1,321.23			635.53	
	26470	Double D Electric	1,110.48	1,110.48		555.24			548.24			7.00	
	26471	Gold Nugget Printing	306.59	306.59								306.59	
	26472	Grainger	76.16	76.16			38.08	38.08					
	26473	Lake Shastina Golf Resort	135.83	135.83								135.83	
	26475	Napa Auto Parts	317.29	317.29			20.09	20.09		277.11			
	26476	Prentice Long, PC	2,020.50	2,020.50		1,810.50		210.00					
	26477	SHN Consulting Engineers	9,837.50	9,837.50				9,837.50					
	26478	Siskiyou Disposal	355.00	355.00		125.00	62.50	62.50	26.50			78.50	
	26479	Skinnners Roadside Truck	1,264.59	1,264.59								1,264.59	
	26480	Western Business Products	622.32	622.32		622.32							
	26481	Will Bullington	21.30	21.30					21.30				
5/30/2024	26482	Caselle, Inc	2,799.00	2,799.00		2,799.00							
	26483	Drew Consulting Inc	10,609.75	10,609.75		9,022.45						1,587.30	
	26484	Hue & Cry	44.42	44.42		44.42							
	46485	Kellie Power	400.00	400.00		400.00							
	26486	LSPOA	1,600.00	1,600.00		1,600.00							
	26487	Pace Anaylical Services	788.60	788.60			562.16	226.44					
	26488	Siskiyou Technology Consultants	2,627.20	2,627.20		2,627.20							
	26489	Suburban Propane	65.00	65.00					65.00				
	26490	SWRCB	9,388.82	9,388.82				9,388.82					
	26491	Woods Pest Control	301.00	301.00		88.00	62.50	62.50	88.00				
	26492	Payroll Checks (Live Checks)	2,107.88		2,107.88		1,770.47	337.41					
	240526013	Aflac	75.36		75.36		10.24	1.92	63.20				
	240526014	CalPERS	8,409.47		8,409.47	1,910.17	1,369.77	1,003.69	2,242.19	702.06		679.89	501.70
	240526015	EDD EFT	1,411.65		1,411.65	313.33	148.37	108.90	307.75	441.93		54.08	37.29
	240526016	EFTPS EFT	3,979.91		3,979.91	966.00	731.09	558.10	840.17	558.36		182.45	143.74
	240526001-012	MB EFT - Payroll Checks (Direct Deposits)	26,529.61		26,529.61	6,149.01	2,141.54	2,299.47	8,020.51	4,419.25		1,980.83	1,519.00
			234,261.85	81,571.88	152,689.97	63,213.33	35,170.22	47,706.27	42,009.63	17,447.44	-	20,762.77	7,952.19

LAKE SHASTINA COMMUNITY SERVICES DISTRICT

1C

May 2024 Detailed Budget Comparison 2023/2024 YTD

6/11/2024

REVENUE/EXPENDITURE REPORT

For the Period: 7/1/2023 to 5/31/2024

	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	445.00	50.00	-130.00	141%
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	24,568.60	2,610.03	1,681.40	94%
10-00-5050.000	Transfer Fees	5250.00	5250.00	3190.00	460.00	2060.00	61%
10-00-5080.000	Interest Earned-OPS	52.50	52.50	12.92	0.00	39.58	25%
10-00-5081.000	Interest Earned-RSV	525.00	525.00	3,085.22	0.00	-2,560.22	588%
Dept: 22 Medical Clinic							
10-22-4053.000	Medical Clinic Revenue	60,264.00	60,264.00	50,220.00	5,022.00	10,044.00	83%
Dept: 23 Green Waste Site							
10-23-4055.000	Misc Operational Income	2,100.00	2,100.00	990.00	210.00	1,110.00	47%
Revenues		94,861.50	94,861.50	82,511.74	8,352.03	12,349.76	87%

Expenditures

Dept: 01 General Admin

10-01-7002.000	Admin Overhead Alloc	-387,633.060	-387,633.060	-207,124.32	-2,718.19	-180,508.74	53%
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	49,690.09	1,655.31	26,329.91	65%
10-01-7033.000	Licenses, Permits, Fees	5,250.00	5,250.00	4,645.99	115.00	604.01	88%
10-01-7034.000	Dues & Subscriptions	5,250.00	5,250.00	5,162.91	0.00	87.09	98%
10-01-7035.000	Advertising	184.80	184.80	840.00	0.00	-655.20	455%
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	11,193.50	113.00	-4,893.50	178%
10-01-7050.100	Off Exp-Supplies	8,400.00	8,400.00	3,318.41	0.00	5,081.59	40%
10-01-7050.200	Off Exp-Postage	6,825.00	6,825.00	8,222.48	3,489.15	-1,397.48	120%
10-01-7050.400	Off Exp-Maint	840.00	840.00	952.71	514.70	-112.71	113%
10-01-7062.000	Repair & Maintenance	525.00	525.00	257.49	0.00	267.51	49%
10-01-7063.000	Fuel	157.50	157.50	91.53	0.00	65.97	58%
10-01-7064.000	Materials/Supplies/Small Tools	5,250.00	5,250.00	3,013.09	57.45	2,236.91	57%
10-01-7065.000	Vehicle Repair/Maintenance	63.00	63.00	424.72	0.00	-361.72	674%
10-01-7101.000	Property Taxes	126.00	126.00	126.00	0.00	0.00	100%
10-01-7105.000	Utilities - CSD	95.00	95.00	95.00	0.00	0.00	100%
10-01-7105.200	Util-Electric	5,250.00	5,250.00	3,338.35	331.07	1,911.65	64%
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	1,409.54	128.14	-44.54	103%
10-01-7204.000	Events	2,000.00	2,000.00	613.76	0.00	1,386.24	31%
10-01-7501.000	Payroll Expense	262,500.00	262,500.00	185,814.40	16,926.34	76,685.60	71%
10-01-7513.000	Payroll-TAXES	3,150.00	3,150.00	1,312.38	245.42	1,837.62	42%
10-01-7514.000	Payroll-Benefits	57,750.00	57,750.00	36,901.71	0.00	20,848.29	64%
10-01-7516.200	Pension Cost (CalPERS)	23,100.00	23,100.00	13,804.69	1,291.31	9,295.31	60%
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	14,828.09	1,432.74	15,171.91	49%
10-00-1104.000	Due from LSPOA	-105,000.00	-105,000.00	-47,568.62	-4,427.79	-57,431.38	45%
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	244.03	0.00	1,015.97	19%
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	114.20	0.00	95.80	54%
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	195.66	33.45	604.34	24%
10-22-7513.000	Payroll-TAXES	15.75	15.75	2.82	0.48	12.93	18%
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	18.26	2.57	49.99	27%
10-22-7518.000	Workers Comp	68.25	68.25	16.83	2.88	51.42	25%
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	60.00	0.00	570.00	10%
10-23-7513.000	Payroll-TAXES	26.25	26.25	8.31	0.00	17.94	32%
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	5.16	0.00	57.84	8%
Expenditures		88,811.48	88,811.00	112,423.18	19,193.03	-23,612.18	127%

For the Period: 7/1/2023 to 5/31/2024		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	600,128.38	-13.37	179,871.62	77%
15-00-4001.200	Assmt/Revenue-Standby	66,250.00	66,250.00	33,365.42	0.00	32,884.58	50%
15-00-4001.300	Assmt/Revenue-Commercial	15,000.00	15,000.00	8,755.05	727.66	6,244.95	58%
15-00-4003.000	Late Payment Revenue	5,000.00	5,000.00	0.00	0.00	5,000.00	0%
15-00-4056.000	Misc-Non Operating Income	300.00	300.00	395.00	0.00	-95.00	132%
15-00-5004.000	Sewer Hook Up Fee	25,000.00	25,000.00	23,761.92	0.00	1,238.08	95%
15-00-5081.000	Interest Earned-RSV	4,000.00	4,000.00	11,478.58	0.00	-7,478.58	287%
Revenues		895,550.00	895,550.00	678,234.35	714.29	217,315.65	76%

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	66,279.75	869.81	57,762.83	53%
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	44,294.66	624.66	-24,294.66	221%
15-01-7033.000	Licenses, Permits, Fees	12,600.00	12,600.00	15,542.48	0.00	-2,942.48	123%
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	65.97	37.16	-39.72	251%
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	7,177.68	160.34	32,822.32	18%
15-01-7063.000	Fuel	12,600.00	12,600.00	5,977.12	0.00	6,622.88	47%
15-01-7064.000	Materials/Supplies/Small Tools	10,500.00	10,500.00	8,823.69	55.75	1,676.31	84%
15-01-7065.000	Vehicle Repair/Maintenance	6,000.00	6,000.00	3,708.25	0.00	2,291.75	62%
15-01-7100.000	Lease/Rent Expense	4,000.00	4,000.00	1,988.14	0.00	2,011.86	50%
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	42,987.12	5,051.53	7,012.88	86%
15-01-7105.300	Util-Waste	800.00	800.00	692.50	62.50	107.50	87%
15-01-7105.600	Utility - Internet	700.00	700.00	610.83	67.71	89.17	87%
15-01-7501.000	Payroll Expense	171,453.14	171,453.14	135,933.99	12,220.32	35,519.15	79%
15-01-7513.000	Payroll-TAXES	3,198.57	3,198.57	2,957.33	177.21	241.24	92%
15-01-7514.000	Payroll-Benefits	38,742.92	38,742.92	26,080.81	0.00	12,662.11	67%
15-01-7516.200	Pension Cost (CalPERS)	17,231.38	17,231.38	13,239.45	1,212.18	3,991.93	77%
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	11,246.39	1,044.74	3,235.78	78%
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	465.80	465.80	-65.80	116%
15-01-7556.000	Uniforms	2,000.00	2,000.00	591.07	0.00	1,408.93	30%
Expenditures		605,052.52	605,052.52	426,208.93	22,049.71	178,843.59	70%

For the Period: 7/1/2023 to 5/31/2024

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	255,908.57	-4.02	89,091.43	74%
20-00-4001.200	Assmt/Revenue-Standby	102,200.00	102,200.00	50,520.18	0.00	51,679.82	49%
20-00-4001.300	Assmt/Revenue-Commercial	8,000.00	8,000.00	12,590.69	1,554.42	-4,590.69	157%
20-00-4003.000	Late Payment Revenue	7,000.00	7,000.00	2,790.00	15.00	4,210.00	40%
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	530.00	0.00	470.00	53%
20-00-5081.000	Interest Earned-RSV	10,000.00	10,000.00	19,705.43	0.00	-9,705.43	197%
Dept: 22 Medical Clinic							
20-22-4054.000	Loan Principle Revenue	36,500.00	36,500.00	-40,558.36	0.00	77,058.36	-111%
20-22-5081.000	Interest Earned-RSV	2,500.00	2,500.00	-3,441.64	0.00	5,941.64	-138%
Dept: 36 Planning Grant							
20-36-5075.000	Grant Income	25,000.00	25,000.00	211,568.05	-35,780.00	-186,568.05	846%
Revenues		538,200.00	538,200.00	509,962.92	-34,214.60	28,237.08	95%

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	74,564.77	978.55	64,983.13	53%
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	30,091.18	288.94	-10,091.18	150%

20-01-7033.000	Licenses, Permits, Fees	10,000.00	10,000.00	13,324.36	0.00	-3,324.36	133%
20-01-7034.000	Dues & Subscriptions	2,000.00	2,000.00	636.75	0.00	1,363.25	32%
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	210.00	0.00	290.00	42%
20-01-7055.000	Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
20-01-7062.000	Repair & Maintenance	20,000.00	20,000.00	10,974.02	0.00	9,025.98	55%
20-01-7063.000	Fuel	14,000.00	14,000.00	5,977.12	0.00	8,022.88	43%
20-01-7064.000	Materials/Supplies/Small Tools	10,000.00	10,000.00	4,871.72	178.78	5,128.28	49%
20-01-7065.000	Vehicle Repair/Maintenance	7,000.00	7,000.00	3,708.30	0.00	3,291.70	53%
20-01-7100.000	Lease/Rent Expense	3,000.00	3,000.00	1,988.14	0.00	1,011.86	66%
20-01-7105.200	Util-Electric	85,000.00	85,000.00	79,786.95	7,877.40	5,213.05	94%
20-01-7105.300	Util-Waste	750.00	750.00	692.50	62.50	57.50	92%
20-01-7105.600	Utility - Internet	700.00	700.00	610.84	67.71	89.16	87%
20-01-7501.000	Payroll Expense	130,000.00	130,000.00	106,163.84	8,050.84	23,836.16	82%
20-01-7513.000	Payroll-TAXES	2,579.72	2,579.72	2,674.13	116.73	-94.41	104%
20-01-7514.000	Payroll-Benefits	27,000.00	27,000.00	20,584.36	0.00	6,415.64	76%
20-01-7516.200	Pension Cost (CalPERS)	13,897.51	13,897.51	8,799.86	695.80	5,097.65	63%
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	8,678.13	686.18	3,002.08	74%
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	465.80	465.80	34.20	93%
20-01-7556.000	Uniforms	1,000.00	1,000.00	591.07	0.00	408.93	59%
Dept: 36 Planning Grants							
20-36-7026.000	Contract Services	25,000.00	25,000.00	182,313.79	0.00	-157,313.79	729%
Expenditures		604,129.34	604,129.34	596,067.26	20,353.23	8,062.08	99%

For the Period: 7/1/2023 to 5/31/2024

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

Fund: 25 - LSCSD Police Department

Revenues		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
25-00-4001.100	Assmt/Revenue-Residential	140,000.00	140,000.00	102,006.46	-1.98	37,993.54	73%
25-00-4001.200	Assmt/Revenue-Standby	280,000.00	280,000.00	138,922.28	0.00	141,077.72	50%
25-00-4001.300	Assmt/Revenue-Commercial	3,080.00	3,080.00	1,540.00	0.00	1,540.00	50%
25-00-4003.000	Late Payment Revenue	4,203.14	4,203.14	0.00	0.00	4,203.14	0%
25-00-4056.000	Misc-Non Operating Income	10,000.00	10,000.00	7,200.49	805.09	2,799.51	72%
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	1,736.00	10.00	764.00	69%
25-00-5056.000	Warrant	4,000.00	4,000.00	5,190.37	825.39	-1,190.37	130%
25-00-5061.000	Donations	1,000.00	1,000.00	1,000.00	0.00	0.00	100%
25-00-5081.000	Interest Earned-RSV	6,000.00	6,000.00	8,967.41	0.00	-2,967.41	149%
Revenues		457,883.14	457,883.14	266,563.01	1,638.50	191,320.13	58%

Expenditures		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
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	35211.12	462.09	30,686.01	53%
25-01-7026.000	Contract Services	4,700.00	4,700.00	4117.96	338.19	582.04	88%
25-01-7033.000	Licenses, Permits, Fees	250.00	250.00	271.07	0.00	-21.07	108%

25-01-7034.000	Dues & Subscriptions	9,000.00	9,000.00	16264.19	0.00	-7,264.19	181%
25-01-7035.000	Advertising	700.00	700.00	105.88	72.88	594.12	15%
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	70.00	0.00	2,130.00	3%
25-01-7050.200	Off Exp-Postage	600.00	600.00	893.58	37.97	-293.58	149%
25-01-7051.000	Public Safety Supplies	700.00	700.00	1675.48	0.00	-975.48	239%
25-01-7051.100	Public Safety Equipment	2,400.00	2,400.00	8268.11	0.00	-5,868.11	345%
25-01-7062.000	Repair & Maintenance	600.00	600.00	187.98	0.00	412.02	31%
25-01-7063.000	Fuel	11,000.00	11,000.00	11477.20	0.00	-477.20	104%
25-01-7064.000	Materials/Supplies/Small Tools	2,600.00	2,600.00	2272.89	0.00	327.11	87%
25-01-7065.000	Vehicle Repair/Maintenance	5,000.00	5,000.00	729.84	0.00	4,270.16	15%
25-01-7105.100	Util-Telephone	1,445.00	1,445.00	1840.60	0.00	-395.60	127%
25-01-7105.200	Util-Electric	900.00	900.00	1329.18	141.90	-429.18	148%
25-01-7105.300	Util-Waste	288.45	288.45	293.75	26.25	-5.30	102%
25-01-7105.400	Utilities-Propane	1,000.00	1,000.00	927.03	65.00	72.97	93%
25-01-7105.600	Utility - Internet	3,000.00	3,000.00	2903.71	114.73	96.29	97%
25-01-7204.000	Events	250.00	250.00	457.85	371.38	-207.85	183%
25-01-7501.000	Payroll Expense	235,000.00	235,000.00	252379.13	19877.44	-17,379.13	107%
25-01-7513.000	Payroll-TAXES	4,435.98	4,435.98	5227.82	288.23	-791.84	118%
25-01-7514.000	Payroll-Benefits	60,000.00	60,000.00	58290.14	0.00	1,709.86	97%
25-01-7516.200	Pension Cost (CalPERS)	25,000.00	25,000.00	24418.64	2019.35	581.36	98%
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	21704.62	1709.46	9,295.38	70%
25-01-7550.000	Travel & Training	3,500.00	3,500.00	1506.08	0.00	1,993.92	43%
25-01-7551.000	Meals	700.00	700.00	490.62	0.00	209.38	70%
25-01-7552.000	Employee Physical Exams-Shots	50.00	50.00	666.00	0.00	-616.00	1332%
25-01-7556.000	Uniforms	600.00	600.00	686.40	0.00	-86.40	114%
Expenditures		490,163.96	490,163.96	454,850.47	25,524.87	35,313.49	93%

For the Period: 7/1/2023 to 5/31/2024

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

Fund: 26 - COPS Grant

Revenues

26-00-5075.000	Grant Income	156,000.00	186,158.95	186158.96	1437.60	-0.01	100%
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Revenues		156,000.00	186,158.95	186,158.96	1,437.60	-0.01	100%
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Expenditures

26-01-7033.000	Licenses, Permits, Fees	1,000.00	7,000.00	529.17	0.00	6,470.83	8%
26-01-7050.400	Off Exp-Maint	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
26-01-7051.000	Public Safety Supplies	500.00	5,000.00	921.71	590.94	4,078.29	18%
26-01-7051.100	Public Safety Equipment	3,500.00	5,000.00	1134.13	0.00	3,865.87	23%
26-01-7062.000	Repair & Maintenance	500.00	3,500.00	822.60	0.00	2,677.40	24%
26-01-7063.000	Fuel	3,000.00	3,000.00	2978.58	56.29	21.42	99%
26-01-7064.000	Materials/Supplies/Small Tools	4,000.00	4,000.00	5886.37	-873.21	-1,886.37	147%
26-01-7065.000	Vehicle Repair/Maintenance	6,000.00	6,000.00	6608.30	772.52	-608.30	110%
26-01-7105.100	Util-Telephone	4,000.00	4,000.00	2372.03	0.00	1,627.97	59%
26-01-7501.000	Payroll Expense	92,000.00	92,000.00	102899.58	9109.65	-10,899.58	112%
26-01-7513.000	Payroll-TAXES	2,000.00	2,000.00	1910.80	132.09	89.20	96%
26-01-7514.000	Payroll-Benefits	20,000.00	20,000.00	19425.00	0.00	575.00	97%
26-01-7516.200	Pension Cost (CalPERS)	7,500.00	10,000.00	8009.76	646.12	1,990.24	80%
26-01-7518.000	Workers Comp	7,500.00	7,500.00	8849.38	783.43	-1,349.38	118%

26-01-7550.000	Travel & Training	2,000.00	5,000.00	4730.80	1971.37	269.20	95%
26-01-7551.000	Meals	250.00	1,000.00	1585.17	554.92	-585.17	159%
26-01-7556.000	Uniforms	750.00	4,000.00	1488.58	0.00	2,511.42	37%
Expenditures		156,000.00	186,158.95	170,399.47	13,773.85	15759.48	92%

For the Period: 7/1/2023 to 5/31/2024

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

Expenditures							
27-01-7034.000	Dues & Subscriptions	2,000.00	2,000.00	1901.75	0.00	98.25	95%
27-01-7064.000	Materials/Supplies/Small Tools	11,000.00	11,000.00	6765.85	1714.93	4,234.15	62%
Expenditures		13,000.00	13,000.00	8,667.60	1,714.93	4,332.40	67%

For the Period: 7/1/2023 to 4/30/2024

		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 30 - LSCSD Fire Department							
Revenues							
Dept: 00							
30-00-4001.100	Assmt/Revenue-Residential	102,000.00	102,000.00	74115.68	-1.44	27,884.32	73%
30-00-4001.200	Assmt/Revenue-Standby	165,000.00	165,000.00	82616.77	0.00	82,383.23	50%
30-00-4001.300	Assmt/Revenue-Commercial	2,315.00	2,315.00	720.00	0.00	1,595.00	31%
30-00-4003.000	Late Payment Revenue	5,500.00	5,500.00	0.00	0.00	5,500.00	0%
30-00-4055.000	Misc Operational Income	12,000.00	12,000.00	3776.51	0.00	8,223.49	31%
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	4690.88	89.70	1,309.12	78%
30-00-5061.000	Donations	5,000.00	5,000.00	7198.00	98.00	-2,198.00	144%
30-00-5075.000	Grant Income	9,450.00	9,450.00	48355.47	0.00	-38,905.47	512%
30-00-5081.000	Interest Earned-RSV	10,000.00	10,000.00	18107.57	0.00	-8,107.57	181%
Dept: 34 Fire Fuels Removal							
30-34-4055.000	Misc Operational Income	40,000.00	40,000.00	30075.00	0.00	9,925.00	75%
Dept: 45 Mutual Aid Strike Team							
30-45-4080.000	Strike Team Rev Payroll Reimb	150,000.00	150,000.00	1675.03	-207860.16	148,324.97	1%
30-45-4081.000	Strike Team Rev Engine Reimb	25,000.00	25,000.00	1724.14	-73883.52	23,275.86	7%
30-45-4082.000	Strike Team Rev Admin OH Reimb	25,000.00	25,000.00	620.59	-51437.94	24,379.41	2%
Revenues		557,765.00	557,765.00	273,675.64	-334,549.26	284089.36	49%

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	31068.68	407.74	27,076.68	53%
30-01-7010.000	Capital Improvement	65,000.00	65,000.00	101159.72	18.50	-36,159.72	156%
	Less Reimbursement due from LAIF Savings	-65,000.00	-65,000.00	-101,159.72	-18.50	36,159.72	156%
30-01-7026.000	Contract Services	8,400.00	8,400.00	6031.15	0.00	2,368.85	72%
30-01-7033.000	Licenses, Permits, Fees	105.12	105.12	716.05	0.00	-610.93	681%
30-01-7034.000	Dues & Subscriptions	1,050.00	1,050.00	319.79	0.00	730.21	30%
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	1407.50	0.00	-1,092.50	447%
30-01-7050.200	Off Exp-Postage	367.50	367.50	58.46	0.63	309.04	16%
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	1060.37	0.00	1,039.63	50%
30-01-7051.100	Public Safety Equipment	525.00	525.00	139.98	0.00	385.02	27%
30-01-7062.000	Repair & Maintenance	2,500.00	2,500.00	3747.04	0.00	-1,247.04	150%
30-01-7063.000	Fuel	21,000.00	21,000.00	10694.99	88.39	10,305.01	51%
30-01-7064.000	Materials/Supplies/Small Tools	11,550.00	11,550.00	8046.19	435.87	3,503.81	70%
30-01-7065.000	Vehicle Repair/Maintenance	23,100.00	23,100.00	11340.92	-2925.30	11,759.08	49%
30-01-7075.000	VFA Grant Equipment	18,900.00	18,900.00	21476.74	0.00	-2,576.74	114%
30-01-7105.100	Util-Telephone	525.00	525.00	200.74	0.00	324.26	38%
30-01-7105.200	Util-Electric	3,360.00	3,360.00	3987.57	425.71	-627.57	119%
30-01-7105.300	Util-Waste	945.00	945.00	908.85	78.75	36.15	96%
30-01-7105.400	Utilities-Propane	500.00	500.00	891.57	0.00	-391.57	178%
30-01-7105.600	Utility - Internet	1,500.00	1,500.00	192.24	21.36	1,307.76	13%
30-01-7204.000	Events	262.50	262.50	245.50	0.00	17.00	94%
30-01-7501.000	Payroll Expense	65,794.80	65,794.80	80414.92	5061.14	-14,620.12	122%
30-01-7513.000	Payroll-TAXES	2,000.00	2,000.00	2542.37	73.38	-542.37	127%
30-01-7514.000	Payroll-Benefits	22,000.00	22,000.00	21736.75	0.00	263.25	99%
30-01-7516.200	Pension Cost (CalPERS)	8,600.00	8,600.00	8879.18	659.98	-279.18	103%
30-01-7518.000	Workers Comp	6,000.00	6,000.00	6834.17	435.26	-834.17	114%
30-01-7550.000	Travel & Training	420.00	420.00	1018.87	0.00	-598.87	243%
30-01-7551.000	Meals	525.00	525.00	295.94	0.00	229.06	56%
30-01-7556.000	Uniforms	1,000.00	1,000.00	2153.60	279.37	-1,153.60	215%
Dept: 34 Fire Fuels Removal							
30-34-7062.000	Repair & Maintenance	1,575.00	1,575.00	121.84	0.00	1,453.16	8%
30-34-7501.000	Payroll Expense	23,100.00	23,100.00	12728.00	0.00	10,372.00	55%
30-34-7513.000	Payroll-TAXES	2,625.00	2,625.00	1492.25	0.00	1,132.75	57%
30-34-7518.000	Workers Comp	1,890.00	1,890.00	750.61	0.00	1,139.39	40%
Dept: 45 Mutual Aid Strike Team							
30-45-7501.000	Payroll Expense	137,500.00	137,500.00	96302.50	0.00	41,197.50	70%
30-45-7513.000	Payroll-TAXES	2,500.00	2,500.00	910.61	0.00	1,589.39	36%
30-45-7518.000	Workers Comp	10,000.00	10,000.00	7031.88	0.00	2,968.12	70%
Expenditures		464,820.16	464,820.16	370,892.44	5,142.49	93,927.72	80%
Total Net Effect:		291,282.18	291,282.66	-129,402.73	-464,373.55	420,685.39	



Lake Shastina Fire Department

16309 Everhart Drive
Weed CA 96094

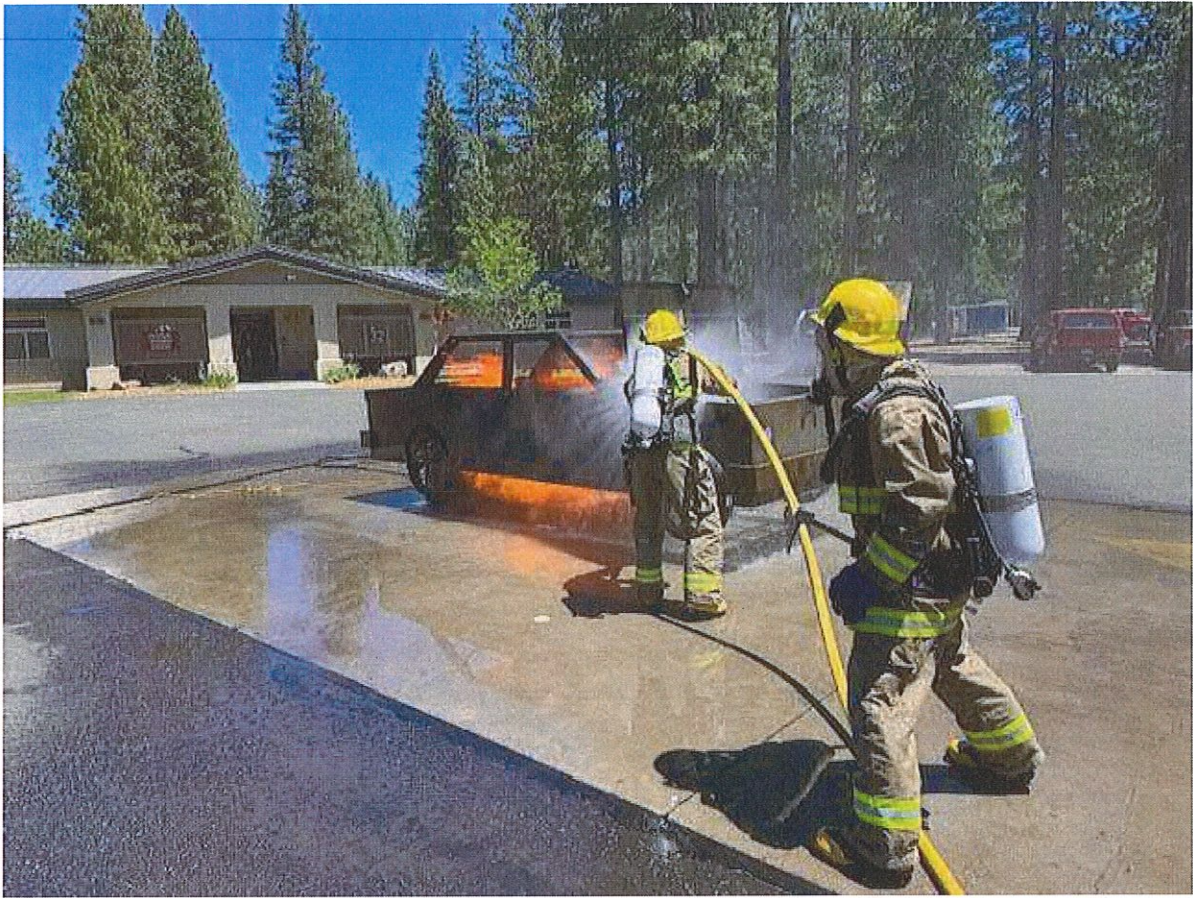
For the Month of May Lake Shastina Fire Department responded to a total of 27 calls of service. These calls included:

- 19 Medical Aids
- 1 Commercial Fire
- 1 Public Assists
- 2 Wildland Fire
- 2 Hazmat, Gas Leak
- 1 Vehicle Fire
- 1 Traffic Collision

We are currently down to 2 sleepers who plan to stay with us until the fall. Fortunately we were able to recruit 2 additional sleepers who will move in before the Fall Academy. Both come with experience and will be a great addition to our team.

Wildland Fire season seems to have begun with the county seeing multiple fires the first week of June. Fortunately conditions have allowed for both fires to be picked up rather quickly and no reports of home losses in our county. OES 8331 and E-3112 remain ready to deploy if needed for a strike team assignment.





WEEK 2 UPDATE





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: May 2024 Police Monthly Board Report

POLICE ACTIVITY: LSPD had 200 calls for service in MAY.

SUMMARY:

Misdemeanor Arrests: 1

Felony Arrests: 1

Traffic Warnings: 43

Traffic Citations: 18

Animal Control Cites: 0

Animal Related Calls: 5

Parking Cites: 0

House Watch: 140+-

Misc. Police Calls (Non-Criminal): 132

NOTABLE ACTIVITY:

5/26/24 – Subject arrested for Robbery, Domestic violence and preventing someone from using a cellphone to call 911.

5/26/24- Subject arrested for misdemeanor warrant.

TRAINING:

Officer Sadler completed the 40-hour Post Tactical Rifle Instructor Course in Susanville.

I attended the Cal-Chiefs conference and brought back a lot of valuable information on legal issues, recruitment and retention and new technologies.

Lake Shastina Sewer Department

To: Lake Shastina CSD Board
From: RODNEY VILLA, Maintenance Leadman
Meeting Date: June 19, 2024
Subject: Board Report for May 2023

Notable Activity:

We added a recirculating port into pond #4 to bring up the dissolved oxygen level.

Both Apexes aeration systems were serviced and inspected.

Each week all the sewer stations were inspected.

While inspecting B-107 we found rags in #2 pump and in both check valves.

We mowed the evaporation fields and the bottom of pond #5.

Lake Shastina Water Department

To: Lake Shastina CSD Board
From: RODNEY VILLA: Maintenance Leadman
Meeting Date: June 19, 2024
Subject: Board Report for May 2023

Notable Activity:

Drinking water samples were collected and taken to Pace Lab in Redding.

All the water stations were inspected and cleaned.

The maintenance crew participated in a zoom meeting for coliform sampling.

Well #3 developed an electronic problem which should be resolved in June.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS
MEETING DATE: June 19, 2024
FROM: Will Bullington, Chief of Police
SUBJECT: Consideration of LSPD Reserve Officer Position

BACKGROUND:

In the past the LSPD has had reserve officers that have both worked for free and paid. Usually, an unpaid reserve officer works to get the training and experience to move on to a full-time paid position. We have been contacted by a few individuals that have in the past worked as full-time officers, and went back into civilian jobs, but now want to come back and work as a police officer. We have most of the equipment and a vehicle for one reserve officer.

The main problem is that for a civilian to take time off work it costs them money, and being paid as a reserve officer will fill the loss in pay. Other agencies in the county have paid reserve officers, and the competition for these officers is obvious. Reserve officers are extremely beneficial to a departments mission by coming in and working when officers are sick, gone at training, etc.

The current LSCSD policy (attached) reflects on an unpaid position. The policy also has some typo errors in it.

FINDINGS:

I contacted other chiefs in Siskiyou County and found out that the pay varies from a high of \$40.00 and hour (Yreka) and the low of \$24.00 and hour (Sheriff). Both Etna and Mt. Shasta are looking to increase their hourly rates to compete.

I have made the recommended changes to the policy including adding the state required minimum hours, to maintain the officer's certification, to 16 hours a month.

The impact at \$35.00, which would be very competitive, at 16 hours a month would cost the police budget \$6,720.00.

RECOMMENDATION:

By motion, adopt the changes to the LSCSD policy 1515 through 1515.60 and to allow the hourly pay for a reserve police officer to be \$35.00 an hour.

POLICY TITLE: Job Description – Reserve Police
POLICY NUMBER: Officer 1515 (Revised 5/15/24)

1515.10 General Job Description Must report directly to the police sergeant. Primary duties include:

Patrols in a radio equipped car

Answers calls for the protection of life and property

Assists in life saving and rescue procedures and reacts calmly in emergency and hazardous situations.

Responds to various emergencies

Enforces traffic and all applicable laws

Prevents and detects crimes

Maintains a public service approach towards the community

Makes house security checks

Maintains animal control

Investigates crimes and enforces all traffic and applicable laws

Prepares accurate and complete reports and preserves good relationships with staff and the general public.

1515.20 Prerequisite Qualifications. He/she must be a citizen of the United States, shall have graduated from a California POST/Reserve approved Basic Police Academy. Must have a Level 1 Reserve officer certification or a minimum of a basic certificate. Must possess physical health, strength, stature and agility necessary to meet the demands of police work, vision correctable to 20/20, uncorrected to 20/100, a valid California driver's license, free from criminal record, and be of good moral character.

Must have Working knowledge of police methods and procedures including patrol, crime prevention, traffic control, investigation and identification techniques and equipment, police records and reports, first aid, criminal law procedures apprehension and arrest, custody of persons, search and seizure, collection and preservation of evidence, offensive and defensive weapons, basic self-defense, interviewing and interrogation techniques, civil actions, understanding and interpreting applications of law, departmental policies and regulations, and related rules pertaining to police work.

1515.25 Additional Desirable Qualifications

1515.30 Salary Table. Salary Range Scale available at the accounting office.

1515.40 Essential Job Physical Demands: Maintain a physical condition necessary to perform essential duties, as specified by POST certification. Activities may include effecting arrests; subduing resisting persons; chasing fleeing subjects; walking, running, crouching, or crawling during emergency operations; moving equipment and injured/deceased persons; climbing stairs/ladders; assisting in life saving and rescue procedures; walking, standing, or sitting for extended periods of time; operating assigned equipment and vehicles; effectively dealing with personal danger, which may include exposure to armed/dangerous persons, dangerous animals, communicable diseases, hazards of driving, natural and man-made disasters; maintaining effective audio-visual discrimination; and perception for making. Operation of telephone, two-way radio, firearms, police vehicle for patrolling, computer and other related business machines, and access file storage facilities.

1515.50 Environmental Demands:

- Outside: Occasionally patrols out-of-office and directs traffic in a variety of weather conditions including, rain, snow and heat to +100 DEG F.
- Inside: Primarily works indoors in temperature-controlled environment.
- Fumes/Gases: Exposure to various colognes/perfumes, infrequent exposure to fumes/dust from printing cartridges.
- Noise/Vibration: Business/office machines, use of firearms.
- Minimum hours worked: As required by POST: 16 hours per month.

1515.60 Mental Requirements:

- Reading: Ability to read laws and regulations, letters, reports, memos, messages, etc.
- Writing: Ability to write prompt, clear, and accurate reports, memos, messages, and fill out information forms. Needs ability to use or quickly learn to use laptop computer and associated report software.
- Math: Ability to work with mathematical concepts such as algebra. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Attention to Detail: High level concentration and attention to detail for extended periods of time.
- Repetition: Not a particularly repetitive job.
- Judgment: Ability to react quickly and calmly in emergency or hazardous situations and adopt an effective course of action. Ability to observe and remember facts and details of incidents and learn information through interview and observations. Ability to manage, prioritize work, and make decisions regarding the operation of services to the Lake Shastina community. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of audit instructions in mathematical or verbal form, and deal with several abstract and concrete variables. Ability to work with others and formulate appropriate instructions to achieve desired goals.
- Social Skills: Ability to relate cooperatively with members of the public, Directors, and District personnel on a constant and face-to-face basis.
- Communication Skills: Ability to quickly organize and communicate thoughts orally, written or graphically. Ability to understand communications from others.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: June 19, 2024

FROM: General Manager, Rick Thompson

SUBJECT: Board of Directors Election Resolution

BACKGROUND:

Attached is a draft Resolution calling the LSCSD Board Member Election for November 5, 2024. Upon Board approval of the resolution, it will be submitted to the County Clerk's office. The deadline for this submittal is July 3, 2024.

The candidate filing period is July 15 to August 9, 2024. Incumbents who are seeking re-election and other candidates must file the required paperwork during this timeframe. All candidate paperwork will be available in the County Clerk's office.

RECOMMENDATION:

I recommend the Board of Directors approve Resolution 1-24. I further recommend the Board of Directors direct staff to request the Siskiyou County Board of Supervisors consolidate this election with the General Election on November 5, 2024, and request the County Clerk to administrate the election.

Key Dates for Local Offices Only – November 5, 2024 Presidential General Election
Prepared by: Laura Bynum, Siskiyou County Clerk

Note: "E-" refers to the number of days before the election.

Date	Activity
July 3 E-125	Deadline for local jurisdictions to submit resolutions to the County Clerk's Office calling an election and requesting consolidation.
July 15- Aug 9 E-113 to E-88	Time frame for issuing Nomination Papers/Declaration of Candidacy.
Aug 9 E- 88	Deadline for local jurisdictions to submit a resolution to the County Clerk's Office requesting a local measure be placed on the ballot.
Aug 10– Aug 14 E-87 – E-83	Extension of nomination/declaration of candidacy deadline if incumbent does not file for his/her office. Candidates other than incumbents can file during this time period.
Aug 15 E-82	The CA Secretary of State's office conducts a random alpha draw to determine the order in which candidate names for each contest will be printed on the ballot. The County Clerk's Office conducts a random alpha draw for Siskiyou County ballots for state senate and assembly contests.
Sep 9 – Oct 22 E-57 to E-14	Time frame for filing as a Write-In Candidate Candidates must file nomination/declaration of candidacy to be considered a "qualified write-in".
Sep 6 E-60	First day to mail ballots to military/overseas voters.
Sep 26–Oct 15 E-40 to E-21	Time frame for mailing county sample ballot booklets.
Oct 7 – Oct 29 E-29 to E-7	Vote-by-mail ballots (VBM) can be requested and mailed during this time period.
Week of Oct 7	County Clerk's Office to begin mailing ballots.
Oct 21 E-15	Last day to register to vote for this election.
Oct 30 – Nov 5 E-6 to E-0	VBM ballots available in the County Clerk's Office only.
Oct 29– Nov 4 E-7 to E-1	The County Clerk's Office will count returned VBM ballots during this time period.
Nov 5 E-0	Election Day. Polls are open from 7 a.m. - 8 p.m.
Nov 6 E+1	Official Canvass begins, including counting provisional ballots.
Dec 5 E+30	Last day to certify local election results.

For Information on State and Federal Offices, refer to the [California Secretary of State's website](#)



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

NOTICE OF GOVERNING BOARD MEMBER ELECTION RESOLUTION 1-24

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT DECLARING AN ELECTION BE HELD IN ITS JURISDICTION; REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE THIS ELECTION WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE; AND REQUESTING ELECTION SERVICES BY THE COUNTY CLERK.

Section 1:

WHEREAS, the following persons hold an elected position in the Lake Shastina Community Services District, with the following expiration of term dates:

Name of Incumbent Office Holder	Date that Current Term Ends
Carol Cupp	12/06/2024
Norman MacIntosh	12/06/2024
John Uttech	12/04/2026
Karla Chandler	12/04/2026
Paula Mitchell	12/04/2026

Section 2:

WHEREAS, this District Governing Body orders an election to be held in its jurisdiction on November 5, 2024; at which election the issue to be presented to the voters shall be:

NOMINATION OF CANDIDATES FOR THE GOVERNING BODY

- A. Said election shall be to fill a vacancy for the following Board Members who resigned and/or whose term(s) expired:

Incumbent's Name	Regular/Short Term
Carol Cupp	Regular Term
Norman MacIntosh	Regular Term
Karla Chandler	Short Term
John Uttech	Short Term

- B. Said Directors for this District are elected At Large (there are no divisions in the District; all voters within the District vote for all candidates).
- C. Said District has determined the following election particulars:
 - The length of the Candidate Statement shall not exceed 200 words.
 - The cost of the Candidate Statement shall be paid by the Candidate.
- D. Said District has determined the following election particulars:
 - In the case of a tie vote, the election shall be determined by runoff election.
 - The County Clerk is requested to provide election services; all applicable costs paid for by the District.
- E. The District hereby certifies that there have been no District boundary changes since our last election.

Section 3:

BE IT RESOLVED that the Board of Supervisors of the County of Siskiyou is hereby requested to:

1. Consolidate the election with any other applicable election conducted on the same day;
2. Authorize and direct the County Clerk, at the District's expense, to provide all necessary election services.

This Resolution shall be considered a Notice of Election and Specification of Election Order if applicable.

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 19th day of June 2024, by the following vote:

AYES:
 NOES:
 ABSENT:

 Carol Cupp, President

ATTEST:

 Richard Thompson, Secretary

<p>FOR CLERK'S OFFICE USE ONLY</p> <p>Reviewed by: _____</p> <p>Date: _____</p>



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

ORDINANCE NO. 1-24

AN ORDINANCE OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT TO MODIFY THE RESIDENTIAL AND COMMERCIAL WATER RATES.

To provide for the maintenance of a reliable, safe, and clean potable water supply for its customers, and to provide a reliable and adequate source of water for fire suppression in the District, the Board of Directors of the Lake Shastina Community Services District does ordain as follows:

1. **APPLICABILITY:** The rates set forth in this Ordinance shall apply to all single and multiple family residential dwelling units connected to the water system and to all commercial units connected to the water system. Rates for other connected services, if permitted, shall be established by resolution and/or ordinance of the District Board of Directors.
2. **TERRITORY:** These rates shall apply to all properties having been connected to the water system, which are entirely within the boundaries of the Lake Shastina Community Services District. Rates for outside the said boundaries, if permitted, shall be established by resolution and/or ordinance of the District Board of Directors, provided however, that in no event shall the rates of property that is wholly or partially outside the District be lower than those for comparable usage within the District.
3. **RATES:**
 - A. **RESIDENTIAL MINIMUM CHARGE PER UNIT (CHARGED EXCLUSIVE OF USAGE):**
 - Effective July 1, 2024, the rate will be \$114.60 per quarter, billed on the first regular billing thereafter.
 - Effective July 1, 2025, the rate will be \$119.31 per quarter, billed on the first regular billing thereafter.
 - Effective July 1, 2026, the rate will be \$124.20 per quarter, billed on the first regular billing thereafter.
 - Effective July 1, 2027, the rate will be \$129.30 per quarter, billed on the first regular billing thereafter.
 - Effective July 1, 2028, the rate will be \$134.61 per quarter, billed on the first regular billing thereafter.
 - B. **COMMODITY CHARGE (RATE PER 1,000 GALLONS AS MEASURED BY METER)**
 - Effective July 1, 2024, the rate will be \$0.58 per 1,000 gals, billed on the first regular billing thereafter.
 - Effective July 1, 2025, the rate will be \$0.60 per 1,000 gals, billed on the first regular billing thereafter.
 - Effective July 1, 2026, the rate will be \$0.62 per 1,000 gals, billed on the first regular billing thereafter.
 - Effective July 1, 2027, the rate will be \$0.65 per 1,000 gals, billed on the first regular billing thereafter.
 - Effective July 1, 2028, the rate will be \$0.68 per 1,000 gals, billed on the first regular billing thereafter.
4. The procedures set forth in Section 6 of Article XIII D of the California State Constitution and Government Code Section 53753, pursuant to Proposition 218, have been followed by the District prior to adoption of this Ordinance.
5. This Ordinance supersedes rates set by any previously approved ordinance and/or resolution. This Ordinance changes only the dollar amount of previous ordinances and/or resolutions; the remaining contents in those ordinances and/or resolutions remain applicable.

It is hereby certified that the forgoing Ordinance No. 1-24 was duly introduced at a regular meeting of the Lake Shastina Community Services District on the 15th of May 2024 and adopted at a regular meeting of the Lake Shastina Community Services District on 19th of June 2024.

ROLL CALL VOTE

AYES:

NOES:

ABSENT:

Lake Shastina Community Services District by:

Carol Cupp, President

ATTEST

Richard Thompson, Secretary



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: June 19, 2024

FROM: General Manager, Rick Thompson

SUBJECT: Consideration of contract with SHN Consulting Engineers to complete CEQA for projects identified in the 2023 Water System Preliminary Engineering Report

BACKGROUND:

The projects included in the Preliminary Engineering Report require the completion of a California Environmental Quality Act study, including a Final Mitigated Negative Declaration. These requirements were included in and were to be funded by the Water System Planning Grant, and they should be completed before the District applies for construction grants and loans. Unfortunately, the State of California imposed a deadline of December 31, 2023, for grant submissions before these items were completed. We are working with the State on a Planning Grant deadline extension. We must assume these costs are not reimbursable but are hopeful of approval.

Completion of these requirements will allow the District to move forward with funding options and will greatly enhance the prospect of success in securing funding. Attached is an agreement with SHN Consulting Engineers to complete the CEQA study and the Final Mitigated Negative Declaration. The scope of this contract is as follows:

- a. 1. Completion of air quality, greenhouse gas, and energy consumption analyses
- b. 2. Complete the draft CEQA documents.
- c. 3. Circulate the draft documents on the State Clearinghouse for the required 30-day public review period.
- d. 4. Prepare and process the Final Mitigated Negative Declaration (including responses to comments), Mitigation Monitoring and Reporting Program, Staff Report/Resolution, and Notice of Determination upon completion of the review period. 5. Assist LSCSD staff with required reporting and presentation of the LSCSD Board.

RECOMMENDATION:

The contract is for an amount not exceeding \$15,000. This amount is within the General Manager's purchasing authority, however, I am asking the Board for approval.

Reference: _____

Service Agreement

This Agreement is made this _____ day of _____, 2024, 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 Bruce Grove, located at SHN Consulting Engineers & Geologists, Inc., 812 W. Wabash Avenue, Eureka, California 95501-2138. 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 Drinking Water CEQA Completion project, 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) Completion of the CEQA process for the Drinking Water Planning Study not reimbursable by the State of California but necessary to pursue additional funding. CEQA effort was approximately 90% complete as of December 31, 2024.
 - (ii) Specific tasks include the following:
 - 1. Completion of air quality, greenhouse gas, and energy consumption analyses
 - 2. Complete the draft CEQA documents.
 - 3. Circulate the draft documents on the State Clearinghouse for the required 30-day public review period.
 - 4. Prepare and process the Final Mitigated Negative Declaration (including responses to comments), Mitigation Monitoring and Reporting Program, Staff Report/Resolution, and Notice of Determination upon completion of the review period.
 - 5. Assist CLIENT with required reporting and presentation of the CLIENT's Board.
- B. SHN will not be responsible for any services not specifically listed under 2(A) above, including but not limited to:



- Air Quality Monitoring
 - Biological Assessment (to support Corps Permitting)
 - Civil Engineering Services
 - Essential Fish Habitat Assessment (to support Corps Permitting)
 - Expert Witness
 - Floodplain Evaluation
 - Formal AB-52 Consultation
 - Geotechnical Assessments or Investigations
 - Hazardous Materials Investigations
 - Litigation Support
 - NEPA Compliance
 - Phase II Cultural Resources Investigations
 - Phase I Environmental Site Assessment
 - Photographic Renderings
 - Photometric Plan
 - Preparation of an Environmental Impact Report
 - Regulatory Permitting (404/401/1600)
 - SB 610 Water Supply Assessment
 - Soil Samples
 - Special Status Species Surveys
 - Storm Water Pollution Prevention Plan
- 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 MND – July 2024
 - (ii) Final MND – September 2024
- 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.
- E. 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.

- F. 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.
- G. 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.



- H. No representation, express or implied, of warranty or guarantee is included or intended in this Agreement or in any report, opinion, document, or otherwise.
- I. 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.
- J. 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.
- K. 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.
- L. 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 of 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.
- M. 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.
- N. 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.
- O. CLIENT shall review and approve SHN-prepared project documents conforming to the Scope of Services at each phase of the Project.
- P. 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.
- Q. 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.

- R. 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.
- S. 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.
- T. 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.
- U. 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.
- V. 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.

- W. 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.
- X. 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.
- Y. 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 fifteen thousand dollars (\$15,000).
 - 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: _____

License #: N/A

CLIENT: Lake Shastina Community Services District

Address: 16320 Everhart Dr.
Weed, CA 96094

By: Richard Thompson

Title: General Manager

Signature: _____

Date: _____

