

Lake Shastina Community Services District

RESOLUTION NO. 3-95

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT, APPOINTING MR. ROBERT BARE AS THE DISTRICT GENERAL MANAGER, OFFICIAL DISTRICT REPRESENTATIVE FOR SMALL CLAIMS ACTIONS, DESIGNATED PERSON TO RECEIVE CLAIMS AND/OR SUMMONS AND TO DETERMINE THE TIMELINESS AND/OR SUFFICIENCY OF SAID CLAIMS FILED AGAINST THE DISTRICT, DISTRICT REPRESENTATIVE FOR LOCAL AGENCY INVESTMENT FUND (LAIF) TRANSACTIONS WITH DISTRICT'S LOCAL CHECKING ACCOUNT AT WEED BRANCH OF FIRST INTERSTATE BANK, AND DISTRICT REPRESENTATIVE FOR ADMINISTRATIVE AND/OR FINANCIAL MATTERS WITH SISKIYOU COUNTY INCLUDING BUT NOT LIMITED TO PLACING DELINQUENT ACCOUNTS ON TAX ROLS FOR COLLECTION WITH AND NOT SEPARATE FROM PROPERTY TAXES LEVIED BY SISKIYOU COUNTY

WHEREAS, Current General Manager, Mr. Charles R. Smith, shall be retiring on October 15, 1995, and

WHEREAS, from time to time, claims may be filed against the District by claimants alleging loses, and

WHEREAS, sections of the California Government Code require that certain actions, including determination as to the timeliness of filing of claims and the sufficiency of information contained therein, be taken in a timely fashion, and

WHEREAS, it may not be practical for the Board of Directors of the District to meet to take such actions, and

WHEREAS, from time to time, District funds must be transferred from one institution to another in the normal course of business, and

WHEREAS, from time to time, it may be necessary for District to be represented in Small Claims Court, and

WHEREAS, District is a charter member of the Special District Risk Management Authority, and as such member insured for \$100,000 per occurrence for Public Employees and/or Officials Dishonest Blanket Coverage, and

WHEREAS, District is a member of the Lake Shastina Civic Services which, collectively, carries a \$300,000 Public Employees Dishonesty Policy;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Lake Shastina Community Services District hereby appoints Mr. Robert Bare to the position of General Manager with the authority to represent the District in Small Claims Court, to determine timeliness and sufficiency of claims against the District, to make financial transactions on behalf of the District and to

utilize District Counsel when and if required in these matters,
and

BE IT FURTHER RESOLVED, that said appointment to the position of
General Manager shall be effective October 15, 1995, and

BE IT FURTHER RESOLVED, that General Manager may serve without
bond, and

BE IT FURTHER RESOLVED, that this resolution supersedes and
cancels any prior resolutions and/or minute actions pertaining to
matters stated herein.

I hereby certify that the foregoing is a full, true and
correct copy of a resolution duly passed and adopted by the Board
of Directors of the Lake Shastina Community Services District,
Siskiyou County, California, at a meeting thereof duly held on
the 20th day of September, 1995, by the following vote:
AYES, and in favor thereof, Directors:

Dean, Coplan,
Wallace, Johns, Brezinsky

NOES: Directors: NONE

ABSENT: Directors: NONE

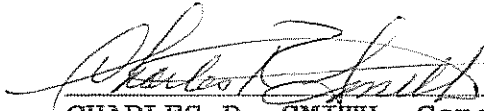
ABSTAIN: Directors NONE

APPROVED:



DONALD WALLACE, President

ATTEST:



CHARLES R. SMITH, General Manager

LAKE SHASTINA
COMMUNITY SERVICES DISTRICT
15440 JUNIPER PEAK ROAD, WEED CA 96094-9468
PHONE (916) 938-3281 FAX (916) 938-4739

CERTIFICATE OF POSTING
RESOLUTION NO. 3-95

NORMAN H. ELLIS, under penalty of perjury, certifies as follows:

That he is, and during all times herein mentioned was, the duly appointed and qualified Secretary of the Lake Shastina Community Services District, Siskiyou County, California;

That on the 3rd of November, 1995, he caused to be posted a full, true and corrected copy of Resolution No. 3-95, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT, APPOINTING MR. ROBERT BARE AS THE DISTRICT GENERAL MANAGER, OFFICIAL DISTRICT REPRESENTATIVE FOR SMALL CLAIMS ACTIONS, DESIGNATED PERSON TO RECEIVE CLAIMS AND/OR SUMMONS AND TO DETERMINE THE TIMELINESS AND/OR SUFFICIENCY OF SAID CLAIMS FILED AGAINST THE DISTRICT, DISTRICT REPRESENTATIVE FOR LOCAL AGENCY INVESTMENT FUND (LAIF) TRANSACTIONS WITH DISTRICT'S LOCAL CHECKING ACCOUNT AT WEED BRANCH OF FIRST INTERSTATE BANK, AND DISTRICT REPRESENTATIVE FOR ADMINISTRATIVE AND/OR FINANCIAL MATTERS WITH SISKIYOU COUNTY INCLUDING BUT NOT LIMITED TO PLACING DELINQUENT ACCOUNTS ON TAX ROLLS FOR COLLECTION WITH AND NOT SEPARATE FROM PROPERTY TAXES LEVIED BY SISKIYOU COUNTY

in the official office of the District, 15440 Juniper Peak Road, Weed, California, located in the Lake Shastina Mutual Water Company construction yard.

Executed this 25th day of September, 1995.

Norman H. Ellis

NORMAN H. ELLIS
District Secretary

LAKE SHASTINA COMMUNITY SERVICES DISTRICT

MINUTES

OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

SEPTEMBER 20, 1995 AT 2:30 P.M.-LAKE SHASTINA POLICE/FIRE STATION

I. CALL TO ORDER AND ROLL CALL: President Don Wallace called the meeting to order at 2:30 P.M. Present were Directors Brezinsky, Coplan and Dean, General Manager Smith and Deputy General Manager Bare, Chief of Police Spencer, Fire Chief Hall, Public Works Supt/Watermaster Jamie Lea and Chairman of the CUC John Britt and one member of the public; Billie Smith. Director Johns arrived shortly after the meeting started.

II. APPROVE MINUTES: Minutes of regular meeting held August 16, 1995, were reviewed. Director Brezinsky moved that the minutes be approved as written. Director Dean seconded and the motion carried by unanimous vote.

III. PUBLIC COMMENT: None

IV. BOARDMEMBER COMMENTS AND QUESTIONS: None

V. WRITTEN COMMUNICATION: None

VI. UNFINISHED BUSINESS

A. REPORTS

1. LSCSD Combined Statement of Income & Expense and Balance Sheet for Period Ending 7/31/95 & 8/31/95.

NOTE: FY-95 AUDIT is approximately 70%

2. L.S. Civic Services Cash Disbursements for August, 1995: No comment

3. Police Report

a. LSPD ltr dtd 8/23/95 to Sheriff Byrd: Chief Spencer advised that he had met with Sheriff Byrd to discuss responding to Sheriff's office calls. As a result, Chief Spencer has issued a memorandum to the LSPD to not take calls except on a standby basis for the Sheriff's Office.

b. LSPD memo dtd 8/29/95 to Board of Directors: Chief Spencer emphasized a request to reevaluate a need for another vehicle to replace the LSPD's K-car which has been experiencing mechanical difficulty.

c. Status Report: Special Tax Increase for Police Dept: Chief Spencer advised the Board of an attempt to initiate a ballot measure to increase police fees from \$48 to \$65 a year to offset costs. He indicated that he is planning to start soon to get it to the March 26 ballot. Director Johns moved that the Board start towards the March 26th ballot. Director Coplan seconded and the motion carried unanimously.

John Britt advised everyone that he will be assisting the CSD and the Police Department by doing a five year review of the Police budget.

Chief Spencer advised that grant funds (\$75,000) were approved to hire a full time officer for the next 36 months. As a result, Richard Dunlevy has been upgraded to full time status.

Chief Spencer indicated that there were some 4th amendment issues affiliated with the impounding of vehicles under sections 22651(p) VC and 22650 VC when driven by a 14601 VC driver (Driving on a suspended or revoked license).

Chief Spencer told everyone that there has been an indication that a local attorney will be challenging our authority to enforce the vehicle code laws on the streets located within the Lake Shastina District.

d. Pay Phone at Fire/Police Station: The telephone company responded to our request to put a public phone booth at the Police/Fire station. They advised that the phone at the real estate office would be sufficient for the time being pending the building of the new modern civic services office building. They advised that they may reconsider once the new building is built. In the mean time they advised that they would put a sign indicating where the phone currently exists.

4. Fire Report for August, 1995

a. Roster; Equipment Repairs; Training; Incidents: None commented on.

b. Fire and maintenance equipment procurement status (McClellan AFB Closure) : Deputy General Manager Bare gave everyone a brief run down of the status of our involvement of the military surplus program. If officially approved Director Johns moved to allow the Deputy General Manager and Public Works Supt/Watermaster expenses to travel to any military base for the specific intention of obtaining any needed equipment that might be available.

c. Status Report on New Rescue Vehicle

(1) Approve Increase of Total Cost to \$120,100 vs \$115,000: The total bid package will actually be \$120,086.75. Director

Johns moved to approve the increased amount. Director Dean seconded and the motion carried with a unanimous vote.

(a) Boise Mobile Equipment, INC ltr dtd 9/15/95: The contents of the letter from the manufacturer addressing the new rescue vehicle was introduced. General Manager Smith brought it to everyone's attention that Boise is not requiring any money until the vehicle is built and delivered.

(2) Approve Resolution 2-95 Authorizing Loan to Fire Fund from Sewer Fund for Purchase of Rescue Vehicle: Director Johns moved, Director Coplan seconded and the resolution carried with a unanimous vote.

d. Drill Tower Multi Purpose Simulator(4 pages): Chief Hall indicated that a meeting was held with the College Of The Siskiyou to discuss their assistance in grants and possibly renting the facility for student training. Additionally, CDF invited Lake Shastina to participate in a cross training drill for a burn on the "Flying L" ranch.

e. Quotes re: Computer Hard Disk Expansion: Chief Hall indicated that it would cost \$524 total to upgrade the computer at the fire hall. Director Dean made a motion to approve, Director Coplan seconded and the motion carried with a unanimous vote.

5. Safety Committee: Minute of 8/30/95 Meeting: Deputy Administrator Bare advised the board that Sheriff Charlie Byrd had met with him and an agreement was reached for the Siskiyou County to supply Lake Shastina with 17 buoys for the lake. The Sheriff's office and the Lake Shastina Fire Department will assist each other in placing the buoys.

6. Sewer Report (Written/Oral): Public Works Superintendent Jamie Lea advised that between Jan 1 to Aug 1 of this year, there had been 32 new home starts in LSPOA and 1 new home start in Rancho Hills. In August, there was one new home start. In 1995 to date, there were 18 committed sewer applications. During the same time period in 1994, there were also 18 committed. In 1995, there were 9 uncommitted sewer as opposed to 4 in 1994. Total sewer applications to date in 1995 are 28 and in 1994, there were 25. Sewer extensions included work on Muskrat and Possum Ct. In relation to the sewer ponds, the plans are in but have not been reviewed as of yet. There was a sewer line blockage in front of a pumping station on Lake Shastina Drive south of Duck Walk that took several hours to clear. Jamie Lea estimated that approximately 250 gallons of sewerage had gone on the ground, but that everything was entirely cleaned up with no problems.

7. CUC Report of August 28 Regular & 9/5/95 Special Meetings: Director Coplan advised that a financing plan has been put together and will be discussed later on under Section VII (New Business) of the agenda

under item C. The Board unanimously endorsed the Town Hall Meeting set for October 16th at 7:00 P.M. at the Community Center.

8. Pension Committee Update: Deputy General Manager Bare reported that the Pension Committee has decided on going forward with a Money Purchase Pension Plan for the Mutual Water Company employees. Also a separate 457 retirement plan for the employees will be an option and their enrollment will be optional.

9. Approve FY-96 Budget: By reference, incorporated herein. General manager Smith presented several changes to the FY-96 budget as shown in RED. Director Johns moved, Director Brezinsky seconded the motion to approve the recommended changes and, therefore, the FY-96 CSD Budget. Upon vote, motion carried unanimously.

VII. NEW BUSINESS

A. Shasta View Golf Village Status

1. SVGV ltr dtd 8/21/95 & 9/11/95: General Manager Smith advised that a meeting had just taken place with the owner of the project in which he has requested a reduction of fees or a deferment in paying the fees (water and sewer). The owner is hoping to be ready to go before the county in December and hopefully things will start progressing in March or April of 1996. The development will now be expanded to 144 units.

B. Approve ^{CSD}~~ISPOA~~ Share of Total Expenditures (NTE \$1,000) for Consulting Services for Development of Bid Proposal for Architectural Services; CSD Share \$333.35: Director Brezinsky moved, Director Dean seconded and the motion carried by a unanimous vote.

C. Discuss and/or Approve Financing Concept for New Modern Civic Services Building: Director Johns moved, Director Brezinsky seconded and the motion carried by a unanimous vote to accept plan submitted by the Community Unification Committee (CUC) by reference incorporated herein.

D. Approve CSD Resolution 3-95 Appointing Mr. Robert Bare as District General Manager, Official CSD Representative for Small Claims Actions, Designated Person to Receive Claims and/or Summons, and CSD Representative for Local Agency Investment Fund (LAIF) Transactions with CSD's local checking account at Weed Branch of First Interstate Bank: Director Coplan moved. Director Johns seconded and the motion carried by a unanimous vote.

E. First Reading of District Ordinance NO. 1-95; AN ORDINANCE AMENDING DISTRICT'S SANITARY SEWER REGULATION ORDINANCE NO. 1-

80 AND SUPERSEDING DISTRICT'S SEWER RATE ORDINANCE NO. 4-80. By consensus of opinion, this matter was tabled until the next meeting.

VIII. PUBLIC COMMENT: A second opportunity for members of the public to address the District Board on subjects within its jurisdiction: No Comments.

IX. CLOSED SESSION. None scheduled.

X. DATE/TIME OF NEXT REGULAR MEETING: Wednesday, October 18, 1995, 2:30 p.m. at Fire/Police Station.

XI. Adjournment: Director Johns moved to adjourn, Director Dean seconded Meeting was adjourned at 4:55 p.m.

Respectively submitted,



Robert Bare
Deputy Administrator/General Manager