



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

AGENDA

Wednesday, January 16, 2019, 1:00 p.m.

Administration Building

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

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENTS: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction, whether or not on the agenda for this meeting. Each individual comment will be limited to three minutes. The public comment portion of the meeting will be limited to thirty minutes (total time). For items that are on this agenda, speakers may request that their comments be heard instead at the time the item appears on the agenda prior to the Board addressing the agenda 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.

CONSENT CALENDAR: Items on the Consent Calendar are considered routine, not requiring separate discussion. However, if discussion is wanted, the item may be removed from the Consent Calendar and considered separately. Board members may ask questions of clarification without removing an item from the Calendar. Individual items are approved by the vote that approves the Consent Calendar, unless an item is pulled for separate consideration.

1. A. Approval of Minutes: Regular Meeting December 19, 2018
- B. Ratification of Disbursements: December 1 through December 31, 2018
- C. Budget Comparison: FY 2018/19 YTD
- D. Accounts Receivables Aging Analysis: FY 2018/19 YTD

MONTHLY REPORTS: NO ACTION ITEMS:

2. Department Written Reports
 - A. Fire Department
 - B. Police Department
 - C. Sewer Department
 - D. Water Department
3. Committee Written Reports / Approved Minutes
(Pres. Thompson may make committee appointments/changes as necessary.)
 - A. Budget / Finance Committee
 - B. Fire Department Advisory Committee
 - C. Police Department Advisory Committee
 - D. Policy Committee
 - E. Sewer and Water Systems Oversight Committee

DISCUSSION / REPORTS: ACTION ITEMS:

4. Annual Appointments to committee(s), Board Policy and Procedure Handbook Section 4060 (Pres. Thompson)
5. Set date for Special Meeting to review/update District goals and priorities (Pres. Thompson)
6. Wastewater Planning Grant update (Median Household Income (MHI) survey results) (GM Wilson)
7. Approval of Resolution regarding Amendment of the LSCSD Money Purchase Pension Plan (SAC Nelle)
8. Approval of disposal of non-operational, obsolete equipment (SAC Nelle)

STAFF COMMENTS:

BOARD MEMBER COMMENTS:

PUBLIC COMMENTS ON CLOSED SESSION:

ADJOURN TO CLOSED SESSION:

CLOSED SESSION:

- A. Personnel (Gov. Code Section 54957): General Manager

RETURN TO OPEN SESSION:

REPORT ON CLOSED SESSION:

ADJOURNMENT: The next LSCSD Regular Board Meeting is scheduled to be held on February 20, 2019 1:00 p.m. at the Administration Building.

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

**LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

Regular Meeting
Wednesday, December 19, 2018,
Closed Session: 11:30 a.m. / Open Session: 1:00 p.m.
Administration Building
16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

Unapproved MINUTES

CALL TO ORDER AND ROLL CALL: 11:30 a.m.

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

Also present: GM Wilson and AA Charvez. There were no people in the audience.

PUBLIC COMMENTS ON CLOSED SESSION: None

ADJOURN TO CLOSED SESSION: With no objections by the Board, Pres Cupp adjourned to Closed Session at 11:31 a.m.

CLOSED SESSION: 11:32 a.m.

Also present: GM Wilson and District Counsel Long (present at 11:36 a.m.)

- A. Conference with Legal Counsel – Significant Exposure to Litigation (Gov. Code Section 54956.9(b). Number of Cases: 2
- B. Personnel (Gov. Code Section 54957) Consider Public Employee Performance Evaluation: General Manager
- C. Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6 Agency Negotiator: Mike Wilson, General Manager

With no objections by the Board, Pres. Cupp adjourned Closed Session at 1:03 p.m.

RETURN TO OPEN SESSION: 1:07 p.m.

Also present: GM Wilson, SAC Nelle, FC Pappas, AA Charvez and District Counsel Long. There were approximately 13 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

REPORT ON CLOSED SESSION: District Counsel Long reported:

- A. No reportable action.
- B. Evaluation given to GM.
- C. Direction given to staff.

PUBLIC COMMENTS: Comments received.

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

- 1. A. Approval of Minutes: Special Meeting November 19, 2018 and Special Meeting November 27, 2018
- B. Ratification of Disbursements: November 1 through November 30, 2018
- C. Budget Comparison: FY 2018/19 YTD: No written report.
- D. Ratification of transfer(s) of funds from LAIF Reserves to CSD Operating Account

Motion by Dir. Thompson second Dir. MacIntosh to approve Consent Calendar (excluding Item 1.C).

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson

Noes: None

Absent: None

DEPARTMENT REPORTS

- 2. Fire Department Monthly Report: FC Pappas reported.
- 3. Police Department Monthly Report: PC Wilson reported.
- 4. Sewer Department Monthly Report: GM Wilson reported.
- 5. Water Department Monthly Report: GM Wilson reported.

COMMITTEE REPORTS:

- 6. APPROVED COMMITTEE MINUTES / REPORTS / VERBAL UPDATES, if applicable:
 - A. Budget / Finance Committee: Nothing to report.
 - B. Fire Department Advisory Committee: Dir. Mitchell reported.
 - C. Police Department Advisory Committee: Nothing to report.
 - D. Policy Committee: Nothing to report.
 - E. Sewer and Water Systems Oversight Committee: Nothing to report.

DISCUSSION / REPORTS: ACTION ITEMS:

7. Consideration of appointing a Board Member to be a Special District Representative for the GSRMA Board of Directors: GM Wilson reported. The Board discussed.

Motion by Dir. Mitchell second Dir. Thompson to authorize the GM to notify GSRMA of the LSCSD's desire to self-nominate for Special District Representative position on the GSRMA Board of Directs.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

8. Consideration of authorizing Board Members to attend an Incident Command System Class (ICS-402) – Overview for Executive/Senior Officials, hosted by Siskiyou County Public Health, Thursday, January 24, 2019 in Weed or Yreka CA: GM Wilson reported. The Board discussed.

Motion by Dir. Beck second Dir. Mitchell to authorize Board Members to attend the ICS-402 training on January 24, 2019.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

9. Consideration of Fire Department implementing use of EF Recovery Program for reimbursement of funds and use of equipment out of the District – authorization/approval by Resolution: FC Pappas reported. The Board discussed.

Motion by Dir. Mitchell second Dir. Thompson to adopt Resolution 7-18 authorizing the Fire Department to implement a Cost Recovery Program as presented.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

10. Election of Officers for 2019 Calendar Year (effective December 20, 2018)

- A. President
- B. Vice President
- C. Secretary/Treasurer

Motion by Dir. Cupp second Dir. Beck to appoint Dir. Thompson as President for 2019.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

Motion by Dir. Thompson second Dir. Cupp to appoint Dir. Mitchell as Vice President for 2019.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

Motion by Dir. Thompson second Dir. MacIntosh to appoint the General Manager as Secretary/Treasurer/Clerk for 2019.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT: With no objections by the Board, Pres. Cupp adjourned the meeting at 2:17 p.m.

The next LSCSD Regular Board Meeting is on Wednesday, January 16, 2019, 1:00 p.m. at the Administration Building.

Approval Date: _____

 Rick Thompson, President

ATTEST:

 Mike Wilson, 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 December 1 thru December 31, 2018 for a total of: " \$ 226,078.28

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

Submitted for December 2018	\$ 226,078.28
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Expenses - Regular Checks SVB Account	\$ 143,108.49
Expenses - Payroll & Liability Checks SVB Account	\$ 82,969.79
<u>Subtotal</u>	<u>\$ 226,078.28</u>
<u>Total CSD Expenses</u>	<u>\$ 226,078.28</u>



LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - SCOTT VALLEY BANK

1B

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10 General	15 Sewer	20 Water	25 Police	26 COPS Grant	30 Fire
12/6/2018	22959-22963	Payroll Checks (Live Checks)	5,529.77		5,529.77		1,534.07				3,995.70
12/6/2018	503811	EDD EFT	1,273.21		1,273.21	384.51	295.28		287.89	46.13	259.40
12/6/2018	803812	EFTPS EFT	6,678.06		6,678.06	1,189.21	959.00		2,205.92	313.20	2,010.73
12/6/2018	803813	American Funds EFT	334.01		334.01				285.00	49.01	
12/6/2018	803814	CalPERS Classic EFT	1,863.37		1,863.37	951.18	912.19				
12/6/2018	803815	CalPERS PEPRA EFT	622.84		622.84	456.85	165.99				
12/6/2018	803816	CalPERS 457 EFT	732.29		732.29	255.00	243.62		160.79	72.88	
12/6/2018	803817	SVB EFT - Payroll Checks (Direct Deposits)	26,459.75		26,459.75	8,229.54	4,656.35		7,917.17	1,744.88	3,911.81
12/10/2018	819	First Ntl Bank-MW	496.15	496.15						496.15	
12/13/2018	807	US Bank Equipment Finance	239.93	239.93						239.93	
12/13/2018	808	Verizon Wireless	256.50	256.50						213.75	42.75
12/13/2018	809	Verizon Wireless	61.26	61.26							61.26
12/13/2018	22964	Alanna DeBon	62.84	62.84		62.84					
12/13/2018	22965	American Water Works Association	433.00	433.00			216.50	216.50			
12/13/2018	22966	Cal Ore Telephone	299.00	299.00		192.21			85.43		21.36
12/13/2018	22967	City of Fremont	14,000.00	14,000.00							14,000.00
12/13/2018	22968	Consolidated Electrical Dist.	164.99	164.99			57.05	107.94			
12/13/2018	22969	Critical Reach	145.00	145.00					145.00		
12/13/2018	22970	CSDA	6740.00	6740.00		6,740.00					
12/13/2018	22971	Don R. Erickson Oil	2,348.23	2,348.23		573.86	397.70	397.70		687.14	291.83
12/13/2018	22972	Ferguson Waterworks	9,867.00	9,867.00				9,867.00			
12/13/2018	22973	Lorene Miller	51.92	51.92		51.92					
12/13/2018	22974	Mt.Shasta IT Services Inc.	2,200.00	2,200.00		660.00	330.00	330.00	660.00		220.00
12/13/2018	22975	Mtn. Air Heating & Cooling	409.78	409.78		409.78					
12/13/2018	22976	Munson Pumps Services	125.26	125.26			125.26				
12/13/2018	22977	Prentice, Long, & Epperson	595.00	595.00		507.50					87.50
12/13/2018	22978	Quill Corp	118.85	118.85		75.22				43.63	
12/13/2018	22979	Rodney Villa	52.51	52.51			26.25	26.26			
12/13/2018	22980	Shasta Auto Supply	83.36	83.36			31.15			5.90	46.31
12/13/2018	22981	SHN Consulting Engineers	24,531.69	24,531.69			24,531.69				
12/13/2018	22982	Siskiyou Co. Clerk	78.50	78.50		78.50					
12/13/2018	22983	Siskiyou Disposal	250.00	250.00		85.00	42.50	42.50	40.00		40.00
12/13/2018	22984	Solano's Inc.	1,438.59	1,438.59			50.65	791.79		86.99	509.16
12/13/2018	22985	Suburban Propane	998.48	998.48		98.34			360.06		540.08
12/13/2018	22986	Suds City Auto Spa	23.00	23.00						23.00	
12/13/2018	22987	SWRCB Accounting Office	7,431.00	7,431.00			7,431.00				
12/13/2018	22988	Western Business Products	70.29	70.29		70.29					
12/13/2018	22989	William Bullington	47.97	47.97		47.97					
12/14/2018	JE #74258	Bank Wire in fee	10.00	10.00		10.00					

LAKE SHASTINA COMMUNITY SERVICES DISTRICT
ACCOUNTS PAYABLE - SCOTT VALLEY BANK

1B

Date	JE or Ck #	Payee	Total Expense	Regular Expenses	Payroll Expenses	10 General	15 Sewer	20 Water	25 Police	26 COPS Grant	30 Fire
12/20/2018	22990-22996	Payroll Checks (Live Checks)	3,354.85		3,354.85		1,388.20				1,966.65
12/20/2018	22997	Union Dues	690.96		690.96	229.00	219.00		189.72	53.24	
12/20/2018	503836	EDD EFT	1,162.20		1,162.20	311.51	344.26		206.22	78.52	221.69
12/20/2018	503837	EFTPS EFT	5,475.77		5,475.77	1,068.49	1,085.02		1,825.22	447.30	1,049.74
12/20/2018	503838	American Funds EFT	440.49		440.49				351.63	78.41	10.45
12/20/2018	503839	CalPERS Classic EFT	1,872.91		1,872.91	951.18	921.73				
12/20/2018	503840	CalPERS PEPRA EFT	622.84		622.84	456.85	165.99				
12/20/2018	503841	Aflac EFT	234.00		234.00	93.78	79.56		60.66		
12/20/2018	503842	CalPERS 457 EFT	750.96		750.96	255.00	243.62		160.79	91.55	
12/20/2018	503843	SVB EFT - Payroll Checks (Direct Deposits)	24,871.51		24,871.51	7,208.12	5,362.30		6,714.37	2,229.45	3,357.27
12/27/2018	810	AT&T	106.53	106.53			53.26	53.27			
12/27/2018	811	Dell Computer	7,509.47	7,509.47		3,983.03	352.64	352.64	1,763.20	352.64	705.32
12/27/2018	812	First Ntl Bank-DN	336.18	336.18		347.70	0.63	0.64		(10.96)	(1.83)
12/27/2018	813	Pacific Power	11,102.30	11,102.30		1,676.46	3,543.90	5,163.98	352.33		365.63
12/27/2018	814	Pitney Bowes-Refill	500.00	500.00		500.00					
12/27/2018	815	Pitney Bowes-Rental	202.70	202.70		202.70					
12/27/2018	816	Utility Telephone	543.19	543.19		325.91			162.96		54.32
12/27/2018	817	First Ntl Bank-RM	1,831.59	1,831.59		80.93	875.32	875.34			
12/27/2018	22998	Advantage Paving & Excavating	1,800.00	1,800.00				1,800.00			
12/27/2018	22999	Alanna DeBon	47.36	47.36		47.36					
12/27/2018	23000	Basic Lab	128.00	128.00				128.00			
12/27/2018	23001	Black Butte Transferstation	5.00	5.00							5.00
12/27/2018	23002	Capital Research & Management	9.52	9.52			0.68	0.68	6.80	1.36	
12/27/2018	23003	Hue & Cry	38.00	38.00		38.00					
12/27/2018	23004	Kellie Power	530.00	530.00		400.00			65.00		65.00
12/27/2018	23005	Municipal Emergency Services	1,045.69	1,045.69							1,045.69
12/27/2018	23006	National Meter & Automation	19,748.42	19,748.42				19,748.42			
12/27/2018	23007	Personnel Preference	77.00	77.00							77.00
12/27/2018	23008	Peterson Cat	16,980.61	16,980.61			8,490.31	8,490.30			
12/27/2018	23009	XIO, Inc	981.43	981.43				981.43			
12/27/2018	23010	LSPOA	5,408.85	5,408.85		5,408.85					
12/27/2018	818	First Ntl Bank-WB	495.45	495.45						495.45	
12/28/2018	JE #75163	Returned Deposit Item Charges - Various Comm	40.00	40.00		40.00					
12/31/2018	JE #75164	Online ACH Item Fee	11.10	11.10		11.10					
			226,078.28	143,108.49	82,969.79	44,765.69	65,132.67	49,374.39	24,006.16	7,839.55	34,959.82

LAKE SHASTINA COMMUNITY SERVICES DISTRICT**1C****December 2018 Detailed Budget Comparison 2018/2019 YTD**

For the Period: 7/1/2018 to 12/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	1/9/2019 % Bud
Fund: 10 - LSCSD General Fund						
Revenues						
Dept: 00						
4055.000 Misc Operational Income	500.00	500.00	311.89	9.66	188.11	62.4
4070.000 Antenna Lease Revenue	23,155.93	23,155.93	12,652.02	8,091.61	5,243.91	54.6
5050.000 Transfer Fees	4,000.00	4,000.00	1,900.00	120.00	2,100.00	47.5
5080.000 Interest Earned-OPS	200.00	200.00	9.58	1.53	190.42	4.8
5081.000 Interest Earned-RSV	2,000.00	2,000.00	145.20	0.00	1,854.80	7.3
Dept: 22 Medical Clinic						
4053.000 Medical Clinic Revenue	60,264.00	60,264.00	30,132.00	0.00	50,220.00	50.0
Revenues	90,119.93	90,119.93	45,150.69	8,222.80	59,797.24	50.4
Expenditures						
Dept: 01 General Admin						
7002.000 Admin Overhead Alloc	-388,356.53	-400,206.53	-188,056.83	-12,951.19	-212,149.70	47.0
7010.000 Capital Improvement	6,000.00	6,000.00	0.00	0.00	6,000.00	0.0
Less Reimbursement due from LAIF Savings	-6,000.00	-6,000.00	0.00	0.00	-6,000.00	0.0
7020.000 IT Contract Services/Server	0.00	12,500.00	9,400.95	735.98	3,099.05	75.2
7026.000 Contract Services	25,000.00	20,000.00	3,736.77	219.00	16,263.23	18.7
7032.000 Filing Fees	150.00	150.00	0.00	0.00	150.00	0.0
7033.000 Licenses, Permits, Fees	3,000.00	3,000.00	1,777.30	158.91	5,422.70	59.2
7034.000 Dues & Subscriptions	6,100.00	7,200.00	6,997.07	6,740.00	-897.07	97.2
7035.000 Advertising	250.00	250.00	171.25	0.00	78.75	68.5
7040.000 Insurance (Liability)	500.00	500.00	632.07	0.00	-132.07	126.4
7041.000 Legal	25,000.00	25,000.00	4,602.50	0.00	20,397.50	18.4
7050.100 Off Exp-Supplies	5,000.00	5,000.00	1,101.23	48.86	3,898.77	22.0
7050.200 Off Exp-Postage	6,000.00	6,000.00	2,790.70	141.21	3,209.30	46.5
7050.400 Off Exp-Maint	7,750.00	7,750.00	4,205.59	101.35	3,544.41	54.3
7062.000 Repair & Maintenance	3,500.00	3,500.00	0.00	0.00	3,500.00	0.0
7064.000 Materials/Supplies/Small Tools	500.00	1,500.00	1,458.53	4.99	41.47	97.2
7101.000 Property Taxes	140.00	140.00	63.00	0.00	77.00	45.0
7105.000 Utilities - CSD	1,000.00	1,000.00	488.26	0.00	511.74	48.8
7105.100 Util-Telephone	2,300.00	2,300.00	1,186.88	162.96	1,113.12	51.6
7105.200 Util-Electric	5,500.00	5,500.00	1,939.47	566.49	3,560.53	35.3
7105.400 Utilities-Propane	500.00	500.00	136.67	0.00	363.33	27.3
7105.600 Utility - Internet	1,550.00	1,550.00	640.70	128.14	909.30	41.3
7204.000 Events	500.00	500.00	156.83	104.91	343.17	31.4
7245.000 Election	1,500.00	0.00	78.50	0.00	-78.50	0.0
7501.000 Payroll Expense	254,137.12	254,137.12	120,416.89	20,174.03	133,720.23	47.4
7513.000 Payroll-TAXES	6,288.99	6,288.99	2,050.57	328.29	4,238.42	32.6
7514.000 Payroll-Benefits	66,011.40	66,011.40	31,434.00	0.00	34,577.40	47.6
7516.200 Pension Cost (CalPERS)	20,113.90	20,113.90	9,227.40	1,537.90	10,886.50	45.9
7516.500 CalPERS UAL Expense	32,661.90	32,661.90	26,850.20	0.00	5,811.70	82.2
7518.000 Workers Comp	21,931.47	21,931.47	21,644.15	0.00	287.32	98.7
7530.100 PR Reimbursement Admin	-87,922.32	-87,922.32	-37,908.29	-5,656.17	-50,014.03	43.1
7530.300 Payroll Reimb Maintenance	7,000.00	7,000.00	3,851.57	613.52	3,148.43	55.0
7550.000 Travel & Training	1,500.00	5,000.00	3,495.53	69.81	1,504.47	69.9
7551.000 Meals	750.00	1,000.00	264.41	15.81	735.59	26.4
Dept: 22 Medical Clinic						
7026.000 Contract Services	3,000.00	3,000.00	180.00	0.00	2,820.00	6.0
7040.000 Insurance (Liability)	650.00	650.00	668.53	0.00	-18.53	102.9
7062.000 Repair & Maintenance	3,000.00	3,000.00	0.00	0.00	3,000.00	0.0
7080.000 Interest Expense	4,750.00	4,750.00	3,980.95	0.00	769.05	83.8
7084.000 Loan Principle Expense	39,250.00	39,250.00	18,019.05	0.00	21,230.95	45.9
7530.000 Payroll Reimbursement	2,500.00	2,500.00	397.81	0.00	2,102.19	15.9
Medical Building Reserves	7,114.00	7,114.00	3,556.98	592.83	3,557.02	50.0
Expenditures	90,119.93	90,119.93	61,637.19	13,837.63	31,582.74	68.4

For the Period: 7/1/2018 to 12/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 15 - LSCSD Sewer Dept						
Revenues						
Dept: 00						
4001.100 Assmt/Revenue-Residential	476,668.80	476,668.80	239,315.28	471.97	237,353.52	50.2
4001.200 Assmt/Revenue-Standby	65,844.00	65,844.00	32,841.00	0.00	33,003.00	49.9
4001.300 Assmt/Revenue-Commercial	4,939.20	4,939.20	4,059.60	0.00	879.60	82.2
4003.000 Late Payment Revenue	2,800.00	2,800.00	1,240.56	225.92	1,559.44	44.3
4055.000 Misc Operational Income	0.00	0.00	1,330.00	0.00	-1,330.00	0.0
5004.000 Sewer Hook Up Fee	21,745.50	21,745.50	28,994.00	14,497.00	-7,248.50	133.3
5005.000 Sewer Payment Contracts	252.00	252.00	126.00	0.00	126.00	50.0
5040.000 Gain on Sale of Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	0.0
5081.000 Interest Earned-RSV	3,400.00	3,400.00	1,532.10	0.00	1,867.90	45.1
Dept: 23 Green Waste Site						
4055.000 Misc Operational Income	3,000.00	3,000.00	1,245.00	0.00	1,755.00	41.5
Dept: 36 Planning Grants						
5075.000 Grant Income	0.00	236,933.00	0.00	0.00	236,933.00	0.0
Revenues	581,149.50	818,082.50	310,683.54	15,194.89	507,398.96	38.0
Expenditures						
Dept: 01 General Admin						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	135,924.79	128,066.09	60,178.19	4,144.38	67,887.90	47.0
7010.000 Capital Improvement	334,500.00	334,500.00	30,405.15	8,945.16	304,094.85	9.1
Less Reimbursement due from LAIF Savings	-334,500.00	-334,500.00	-30,405.15	-8,945.16	-304,094.85	-9.1
7020.000 IT Contract Services/Server	0.00	3,000.00	2,107.55	330.00	892.45	70.3
7026.000 Contract Services	20,000.00	18,000.00	3,214.83	0.00	14,785.17	17.9
7033.000 Licenses, Permits, Fees	8,000.00	8,000.00	7,670.51	7,431.63	329.49	95.9
7034.000 Dues & Subscriptions	500.00	500.00	183.25	108.25	316.75	36.7
7035.000 Advertising	0.00	250.00	99.76	0.00	150.24	39.9
7040.000 Insurance (Liability)	13,261.00	14,000.00	13,980.13	0.00	19.87	99.9
7041.000 Legal	1,000.00	1,000.00	0.00	0.00	1,000.00	0.0
7050.100 Off Exp-Supplies	400.00	400.00	84.49	0.00	315.51	21.1
7050.200 Off Exp-Postage	100.00	100.00	14.04	2.52	85.96	14.0
7055.000 Safety Equipment	2,000.00	2,000.00	627.01	0.00	1,372.99	31.4
7061.000 Rental Equipment	500.00	500.00	0.00	0.00	500.00	0.0
7062.000 Repair & Maintenance	20,000.00	18,000.00	12,109.56	0.00	5,890.44	67.3
7063.000 Fuel	6,500.00	6,500.00	2,897.81	0.00	3,602.19	44.6
7064.000 Materials/Supplies/Small Tools	5,000.00	5,000.00	2,930.04	126.14	2,069.96	58.6
7065.000 Vehicle Repair/Maintenance	5,000.00	5,000.00	796.50	6.50	4,203.50	15.9
7080.000 Interest Expense	21,127.86	21,127.86	10,856.32	0.00	10,271.54	51.4
7085.000 Municipal Finance Principle	39,897.58	39,897.58	19,656.40	0.00	20,241.18	49.3
7100.000 Lease/Rent Expense	1,775.00	1,775.00	831.58	0.00	943.42	46.8
7105.100 Util-Telephone	490.00	490.00	230.64	53.26	259.36	47.1
7105.200 Util-Electric	52,000.00	52,000.00	22,223.38	3,543.90	29,776.62	42.7
7105.300 Util-Waste	510.00	510.00	212.50	0.00	297.50	41.7
7105.600 Utility - Internet	0.00	450.00	0.00	0.00	450.00	0.0
7501.000 Payroll Expense	141,417.15	141,417.15	51,859.80	8,336.63	89,557.35	36.7
7513.000 Payroll-TAXES	3,209.04	3,209.04	845.25	120.88	2,363.79	26.3
7514.000 Payroll-Benefits	40,489.19	40,489.19	16,167.50	0.00	24,321.69	39.9
7516.200 Pension Cost (CalPERS)	10,833.51	10,833.51	3,668.81	614.85	7,164.70	33.9
7516.500 CalPERS UAL Expense	14,913.18	14,913.18	16,705.50	0.00	-1,792.32	112.0
7516.600 Pension Plan Fees (MPPP)	0.00	100.00	86.38	0.00	13.62	86.4
7518.000 Workers Comp	12,105.17	12,105.17	12,041.70	0.00	63.47	99.5
7530.000 Payroll Reimbursement	-9,400.00	-9,400.00	-5,014.42	-735.00	-4,385.58	53.3
7550.000 Travel & Training	2,500.00	6,500.00	5,129.00	126.27	1,371.00	78.9
7551.000 Meals	400.00	1,000.00	498.15	71.06	501.85	49.8
7552.000 Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0.0
7555.000 Personal Protective Equip PPE	1,500.00	1,500.00	104.05	0.00	1,395.95	6.9
7556.000 Uniforms	1,200.00	1,200.00	656.21	0.00	543.79	54.7
Dept: 23 Green Waste Site						
7026.000 Contract Services	800.00	800.00	85.22	0.00	714.78	10.7
7063.000 Fuel	50.00	50.00	0.00	0.00	50.00	0.0
7064.000 Materials/Supplies/Small Tools	200.00	200.00	24.12	0.00	175.88	12.1
7530.000 Payroll Reimbursement	1,000.00	1,000.00	486.83	100.75	513.17	48.7
Dept: 36 Planning Grants						
7026.000 Contract Services	0.00	166,838.28	67,980.61	0.00	98,857.67	40.7
7041.000 Legal	0.00	30,000.00	0.00	0.00	30,000.00	0.0
7530.000 Payroll Reimbursement	0.00	39,838.04	2,024.49	480.42	37,813.55	5.1
Expenditures	558,503.47	792,460.09	334,253.69	24,862.44	458,206.40	42.2

For the Period: 7/1/2018 to 12/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 20 - LSCSD Water Dept						
Revenues						
Dept: 00						
4001.100 Assmt/Revenue-Residential	342,791.61	342,791.61	195,771.94	736.56	147,019.67	57.1
4001.200 Assmt/Revenue-Standby	103,440.00	103,440.00	51,562.36	0.00	51,877.64	49.8
4001.300 Assmt/Revenue-Commercial	14,256.01	14,256.01	5,998.52	0.00	8,257.49	42.1
4003.000 Late Payment Revenue	9,000.00	9,000.00	4,920.83	1,579.01	4,079.17	54.7
4075.000 Water Capacity Expansion Fee	960.00	960.00	640.00	0.00	320.00	66.7
5006.000 Water Hook Up Fee	795.00	795.00	530.00	0.00	265.00	66.7
5040.000 Gain on Sale of Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	0.0
5081.000 Interest Earned-RSV	13,500.00	13,500.00	5,447.97	0.00	8,052.03	40.4
Dept: 22 Medical Clinic						
4054.000 Loan Principle Revenue	39,250.00	39,250.00	18,019.05	0.00	21,230.95	45.9
5081.000 Interest Earned-RSV	4,750.00	4,750.00	3,980.95	0.00	769.05	83.8
Revenues	531,242.62	531,242.62	286,871.62	2,315.57	244,371.00	54.0
Expenditures						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	174,760.44	144,074.35	67,700.45	4,662.43	76,373.90	47.0
7010.000 Capital Improvement	545,500.00	545,500.00	60,601.42	27,880.91	484,898.58	11.1
Less Reimbursement due from LAIF Savings	-545,500.00	-545,500.00	-60,601.42	-27,880.91	-484,898.58	-11.1
7020.000 IT Contract Services/Server	0.00	3,000.00	2,107.55	330.00	892.45	70.3
7026.000 Contract Services	16,100.00	14,100.00	9,637.03	1,928.00	4,462.97	68.3
7033.000 Licenses, Permits, Fees	6,000.00	6,000.00	239.51	0.64	5,760.49	4.0
7034.000 Dues & Subscriptions	1,300.00	1,300.00	1,011.40	108.25	288.60	77.8
7035.000 Advertising	0.00	250.00	99.77	0.00	150.23	39.9
7040.000 Insurance (Liability)	16,242.00	20,500.00	20,397.02	0.00	102.98	99.5
7041.000 Legal	5,000.00	5,000.00	105.00	0.00	4,895.00	2.1
7050.100 Off Exp-Supplies	650.00	650.00	84.50	0.00	565.50	13.0
7050.200 Off Exp-Postage	800.00	800.00	3.64	0.94	796.36	0.5
7055.000 Safety Equipment	2,000.00	2,000.00	250.03	0.00	1,749.97	12.5
7062.000 Repair & Maintenance	45,000.00	43,000.00	3,148.53	0.00	39,851.47	7.3
7063.000 Fuel	6,500.00	6,500.00	2,219.69	0.00	4,280.31	34.1
7064.000 Materials/Supplies/Small Tools	8,000.00	8,000.00	4,379.12	938.81	3,620.88	54.7
7065.000 Vehicle Repair/Maintenance	5,000.00	5,000.00	765.36	6.50	4,234.64	15.3
7100.000 Lease/Rent Expense	1,775.00	1,775.00	831.58	0.00	943.42	46.8
7105.100 Util-Telephone	2,900.00	2,900.00	628.12	53.27	2,271.88	21.7
7105.200 Util-Electric	97,000.00	97,000.00	49,861.28	5,163.98	47,138.72	51.4
7105.300 Util-Waste	510.00	510.00	212.50	0.00	297.50	41.7
7105.600 Utility - Internet	0.00	450.00	0.00	0.00	450.00	0.0
7501.000 Payroll Expense	122,411.98	122,411.98	48,366.13	8,795.61	74,045.85	39.5
7513.000 Payroll-TAXES	2,777.78	2,777.78	691.24	127.54	2,086.54	24.9
7514.000 Payroll-Benefits	35,047.81	35,047.81	16,167.50	0.00	18,880.31	46.1
7516.200 Pension Cost (CalPERS)	9,377.59	9,377.59	3,532.04	580.67	5,845.55	37.7
7516.500 CalPERS UAL Expense	12,909.91	12,909.91	14,814.30	0.00	-1,904.39	114.8
7516.600 Pension Plan Fees (MPPP)	0.00	100.00	86.38	0.00	13.62	86.4
7518.000 Workers Comp	10,478.35	10,478.35	10,405.01	0.00	73.34	99.3
7550.000 Travel & Training	2,500.00	6,500.00	5,263.62	126.27	1,236.38	81.0
7551.000 Meals	350.00	1,000.00	498.17	71.07	501.83	49.8
7555.000 Personal Protective Equip PPE	1,500.00	1,500.00	104.04	0.00	1,395.96	6.9
7556.000 Uniforms	1,200.00	1,200.00	656.21	0.00	543.79	54.7
Expenditures	590,890.86	568,912.77	264,266.72	22,893.98	304,646.05	46.5

For the Period: 7/1/2018 to 12/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 25 - LSCSD Police Department						
Revenues						
4001.100 Assmt/Revenue-Residential	136,730.00	136,730.00	68,487.31	-42.69	68,242.69	50.1
4001.200 Assmt/Revenue-Standby	284,020.00	284,020.00	141,515.00	0.00	142,505.00	49.8
4001.300 Assmt/Revenue-Commercial	3,410.00	3,410.00	1,705.00	0.00	1,705.00	50.0
4003.000 Late Payment Revenue	10,000.00	10,000.00	4,102.31	51.91	5,897.69	41.0
4056.000 Misc-Non Operating Income	3,200.00	3,200.00	85.47	20.00	3,114.53	2.7
4080.000 Emerg Resp Reimb Payroll	0.00	0.00	5,305.53	0.00	5,305.53	0.0
4085.000 Emerg Resp Reimb Travel/Meals	0.00	0.00	925.81	0.00	925.81	0.0
5054.000 Animal Control Fees - Other	300.00	300.00	51.00	0.00	249.00	17.0
5055.000 Animal License Fee	4,800.00	4,800.00	1,040.00	450.00	3,760.00	21.7
5056.000 Warrant	1,500.00	1,500.00	639.88	225.44	860.12	42.7
5062.000 Event Donations	500.00	500.00	0.00	0.00	500.00	0.0
5081.000 Interest Earned-RSV	3,000.00	3,000.00	1,721.24	0.00	1,278.76	57.4
Revenues	447,460.00	447,460.00	225,578.55	704.66	234,344.13	47.6

For the Period: 7/1/2018 to 12/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 25 - LSCSD Police Department						
Expenditures						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	46,602.78	68,035.11	31,969.66	2,201.70	36,065.45	47.0
7020.000 IT Contract Services/Server	0.00	10,500.00	8,682.75	660.00	1,817.25	82.7
7026.000 Contract Services	6,000.00	2,500.00	2,281.13	65.00	218.87	91.2
7033.000 Licenses, Permits, Fees	4,000.00	0.00	0.00	0.00	0.00	0.0
7034.000 Dues & Subscriptions	3,000.00	3,000.00	2,871.74	72.50	128.26	95.7
7035.000 Advertising	100.00	0.00	0.00	0.00	0.00	0.0
7040.000 Insurance (Liability)	3,000.00	5,050.00	5,031.65	0.00	18.35	99.6
7041.000 Legal	1,000.00	1,000.00	525.00	0.00	475.00	52.5
7050.100 Off Exp-Supplies	1,000.00	0.00	0.00	0.00	0.00	0.0
7050.200 Off Exp-Postage	400.00	0.00	0.00	0.00	0.00	0.0
7050.400 Off Exp-Maint	2,200.00	0.00	0.00	0.00	0.00	0.0
7062.000 Repair & Maintenance	1,300.00	0.00	0.00	0.00	0.00	0.0
7063.000 Fuel	8,000.00	0.00	0.00	0.00	0.00	0.0
7064.000 Materials/Supplies/Small Tools	4,000.00	0.00	0.00	0.00	0.00	0.0
7065.000 Vehicle Repair/Maintenance	6,500.00	0.00	0.00	0.00	0.00	0.0
7105.000 Utilities - CSD	600.00	600.00	286.81	0.00	313.19	47.8
7105.100 Util-Telephone	4,500.00	0.00	162.96	162.96	-162.96	0.0
7105.200 Util-Electric	2,860.00	2,860.00	1,405.12	352.33	1,454.88	49.1
7105.300 Util-Waste	480.00	480.00	200.00	0.00	280.00	41.7
7105.400 Utilities-Propane	1,000.00	1,000.00	360.06	0.00	639.94	36.0
7105.600 Utility - Internet	1,800.00	1,800.00	427.15	85.43	1,372.85	23.7
7204.000 Events	500.00	0.00	0.00	0.00	0.00	0.0
7501.000 Payroll Expense	231,242.70	231,242.70	114,878.84	18,326.75	116,363.86	49.7
7513.000 Payroll-TAXES	19,426.07	19,426.07	8,788.18	1,402.00	10,637.89	45.2
7514.000 Payroll-Benefits	54,772.20	54,772.20	26,082.00	0.00	28,690.20	47.6
7516.100 Pension Cost (MPPP)	11,283.71	11,283.71	4,412.81	636.63	6,870.90	39.1
7516.400 CalPERS Fees	0.00	400.00	240.00	0.00	160.00	60.0
7516.600 Pension Plan Fees (MPPP)	0.00	1,000.00	990.21	0.00	9.79	99.0
7518.000 Workers Comp	17,142.84	20,000.00	19,808.62	0.00	191.38	99.0
7530.000 Payroll Reimbursement	1,200.00	1,200.00	247.86	0.00	952.14	20.7
7550.000 Travel & Training	5,000.00	0.00	0.00	0.00	0.00	0.0
7551.000 Meals	1,500.00	0.00	-71.72	0.00	71.72	0.0
7552.000 Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0.0
7556.000 Uniforms	2,500.00	0.00	0.00	0.00	0.00	0.0
Expenditures	446,210.30	439,449.79	229,580.83	23,965.30	209,868.96	52.2

For the Period: 7/1/2018 to 12/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 26 - GOPS Grant						
Revenues						
5075.000 Grant Income	100,000.00	148,746.54	81,619.90	81,619.90	67,126.64	54.9
Revenues	100,000.00	148,746.54	81,619.90	81,619.90	67,126.64	54.9
Expenditures						
7010.000 Capital Improvement	0.00	25,800.00	6,500.00	0.00	19,300.00	25.2
Less Reimbursement due from LAIF Savings	0.00	-25,800.00	-6,500.00	0.00	-19,300.00	-25.2
7020.000 IT Contract Services/Server	0.00	2,200.00	117.55	0.00	2,082.45	5.3
7033.000 Licenses, Permits, Fees	450.00	3,450.00	2,473.04	-10.96	976.96	71.7
7050.100 Off Exp-Supplies	300.00	1,300.00	587.26	43.63	712.74	45.2
7050.200 Off Exp-Postage	0.00	400.00	248.31	160.91	151.69	62.1
7050.400 Off Exp-Maint	0.00	2,000.00	1,123.10	239.93	876.90	56.2
7062.000 Repair & Maintenance	300.00	1,600.00	0.00	0.00	1,600.00	0.0
7063.000 Fuel	2,500.00	10,500.00	6,018.76	63.41	4,481.24	57.3
7064.000 Materials/Supplies/Small Tools	500.00	4,500.00	4,928.73	426.52	-428.73	109.5
7065.000 Vehicle Repair/Maintenance	500.00	7,000.00	9,237.71	315.21	-2,237.71	132.0
7105.100 Util-Telephone	650.00	5,150.00	1,977.86	0.00	3,172.14	38.4
7501.000 Payroll Expense	64,667.20	64,667.20	31,368.31	4,716.36	33,298.89	48.5
7513.000 Payroll-TAXES	5,381.04	5,381.04	2,399.66	360.79	2,981.38	44.6
7514.000 Payroll-Benefits	20,563.20	20,563.20	9,792.00	0.00	10,771.20	47.6
7516.100 Pension Cost (MPPP)	2,675.71	2,675.71	913.38	127.42	1,762.33	34.1
7516.400 CalPERS Fees	0.00	100.00	60.00	0.00	40.00	60.0
7516.600 Pension Plan Fees (MPPP)	0.00	200.00	171.36	0.00	28.64	85.7
7518.000 Workers Comp	5,561.38	5,561.38	5,496.69	0.00	64.69	98.8
7550.000 Travel & Training	4,000.00	9,000.00	4,279.26	0.00	4,720.74	47.5
7551.000 Meals	500.00	2,000.00	1,247.00	123.08	753.00	62.4
7552.000 Employee Physical Exams-Shots	300.00	300.00	0.00	0.00	300.00	0.0
7555.000 Personal Protective Equip PPE	500.00	500.00	0.00	0.00	500.00	0.0
7556.000 Uniforms	500.00	3,000.00	1,308.81	86.38	1,691.19	43.6
Expenditures	109,848.53	152,048.53	83,748.79	6,652.68	68,299.74	55.1

For the Period: 7/1/2018 to 12/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
Fund: 30 - LSCSD Fire Department						
Revenues						
Dept: 00						
4001.100 Assmt/Revenue-Residential	49,720.00	49,720.00	24,910.63	-9.37	24,809.37	50.1
4001.200 Assmt/Revenue-Standby	64,525.00	64,525.00	32,162.50	0.00	32,362.50	49.8
4001.300 Assmt/Revenue-Commercial	1,060.00	1,060.00	530.00	0.00	530.00	50.0
4003.000 Late Payment Revenue	2,500.00	2,500.00	989.22	30.19	1,510.78	39.6
4056.000 Misc-Non Operating Income	0.00	0.00	4,924.86	0.00	-4,924.86	0.0
4076.000 Fire Suppression Expansion Fee	316.00	316.00	316.00	0.00	0.00	100.0
5056.000 Warrant	5,000.00	5,000.00	3,292.99	2,767.68	1,707.01	65.9
5062.000 Event Donations	5,000.00	5,000.00	5,075.00	0.00	-75.00	101.5
5075.000 Grant Income	0.00	0.00	6,100.00	0.00	-6,100.00	0.0
5081.000 Interest Earned-RSV	1,100.00	1,100.00	366.13	0.00	733.87	33.3
Dept: 34 Fire Fuels Removal						
4055.000 Misc Operational Income	0.00	9,000.00	0.00	0.00	9,000.00	0.0
5026.000 Fines/Violations	0.00	500.00	0.00	0.00	500.00	0.0
Dept: 45 Mutual Aid Strike Team						
4080.000 Strike Team Rev Payroll Reimb	150,000.00	322,000.00	232,097.15	0.00	554,097.15	-72.1
4081.000 Strike Team Rev Engine Reimb	0.00	52,000.00	51,602.00	0.00	103,602.00	-99.2
4082.000 Strike Team Rev Admin OH Reimb	0.00	57,000.00	45,170.43	0.00	102,170.43	-79.2
Revenues	279,221.00	569,721.00	407,536.91	2,788.50	819,923.25	71.5
Expenditures						
Dept: 01 General Admin						
7001.000 Accounting Audit/Review	2,800.00	2,800.00	0.00	0.00	2,800.00	0.0
7002.000 Admin Overhead Alloc	31,068.52	60,030.98	28,208.53	1,942.68	31,822.45	47.0
7010.000 Capital Improvement	0.00	0.00	14,000.00	14,000.00	-14,000.00	0.0
Less Reimbursement due from LAIF Savings	0.00	0.00	-14,000.00	-14,000.00	14,000.00	0.0
7020.000 IT Contract Services/Server	0.00	2,000.00	2,010.08	220.00	-10.08	100.5
7026.000 Contract Services	2,000.00	2,000.00	1,182.68	65.00	817.32	59.1
7033.000 Licenses, Permits, Fees	450.00	450.00	18.17	-1.83	431.83	4.0
7034.000 Dues & Subscriptions	925.00	925.00	177.24	0.00	747.76	19.2
7040.000 Insurance (Liability)	5,687.00	6,300.00	6,244.05	0.00	55.95	99.1
7041.000 Legal	1,000.00	1,500.00	1,505.00	0.00	-5.00	100.3
7050.100 Off Exp-Supplies	650.00	650.00	314.26	0.00	335.74	48.3
7050.200 Off Exp-Postage	100.00	100.00	79.11	72.44	20.89	79.1
7051.000 Public Safety Supplies	2,000.00	2,000.00	2,953.69	0.00	-953.69	147.7
7051.100 Mandatory Safety Equipment	12,000.00	10,000.00	0.00	0.00	10,000.00	0.0
7062.000 Repair & Maintenance	2,000.00	2,000.00	0.00	0.00	2,000.00	0.0
7063.000 Fuel	5,000.00	5,000.00	2,488.33	0.00	2,511.67	49.8
7064.000 Materials/Supplies/Small Tools	2,500.00	2,500.00	1,525.72	0.00	974.28	61.0
7065.000 Vehicle Repair/Maintenance	20,000.00	20,000.00	10,735.94	0.00	9,264.06	53.7
7076.000 Grant Expenditures	0.00	0.00	3,865.59	0.00	-3,865.59	0.0
7105.000 Utilities - CSD	850.00	850.00	352.79	0.00	497.21	41.5
7105.100 Util-Telephone	2,000.00	2,000.00	1,011.80	54.32	988.20	50.6
7105.200 Util-Electric	3,300.00	3,300.00	1,476.57	365.63	1,823.43	44.7
7105.300 Util-Waste	480.00	480.00	205.00	0.00	275.00	42.7
7105.400 Utilities-Propane	1,000.00	1,000.00	540.08	0.00	459.92	54.0
7105.600 Utility - Internet	300.00	300.00	106.80	21.36	193.20	35.6
7204.000 Events	500.00	500.00	0.00	0.00	500.00	0.0
7501.000 Payroll Expense	33,120.00	51,826.92	22,944.78	8,130.76	28,882.14	44.3
7513.000 Payroll-TAXES	2,824.46	4,255.54	1,893.82	741.79	2,361.72	44.5
7514.000 Payroll-Benefits	20,563.20	20,563.20	9,792.00	0.00	10,771.20	47.6
7516.100 Pension Cost (MPPP)	0.00	3,300.00	10.45	10.45	3,289.55	0.3
7516.600 Pension Plan Fees (MPPP)	0.00	1,000.00	0.00	0.00	1,000.00	0.0
7518.000 Workers Comp	9,298.32	10,907.12	4,799.11	9,513.27	6,108.01	44.0
7530.000 Payroll Reimbursement	500.00	500.00	152.74	0.00	347.26	30.5
7549.000 Volunteer FF Stipend	14,000.00	14,000.00	0.00	0.00	14,000.00	0.0
7550.000 Travel & Training	2,000.00	2,000.00	334.62	0.00	1,665.38	16.7
7551.000 Meals	1,500.00	1,500.00	201.19	0.00	1,298.81	13.4
7552.000 Employee Physical Exams-Shots	600.00	600.00	0.00	0.00	600.00	0.0
7556.000 Uniforms	1,000.00	2,000.00	1,706.25	0.00	293.75	85.3
Dept: 34 Fire Fuels Removal						
7061.000 Rental Equipment	0.00	3,000.00	0.00	0.00	3,000.00	0.0
7062.000 Repair & Maintenance	0.00	500.00	0.00	0.00	500.00	0.0
7501.000 Payroll Expense	0.00	1,300.50	0.00	0.00	1,300.50	0.0
7513.000 Payroll-TAXES	0.00	180.12	0.00	0.00	180.12	0.0
7518.000 Workers Comp	0.00	80.63	0.00	0.00	80.63	0.0
Dept: 45 Mutual Aid Strike Team						
7063.000 Fuel	1,200.00	350.00	299.38	0.00	50.62	85.5
7501.000 Payroll Expense	94,584.00	205,000.00	252,823.75	7,339.00	-47,823.75	123.3
7513.000 Payroll-TAXES	8,104.00	19,500.00	22,882.57	561.44	-3,382.57	117.3
7518.000 Workers Comp	8,134.22	16,500.00	22,567.81	623.82	-6,067.81	136.8
Expenditures	294,038.72	485,550.01	405,409.90	29,660.13	80,140.11	84.3
Grand Total Net	-60,418.76	76,831.47	-21,455.91	-11,025.84	98,287.38	



Item 2.A

Lake Shastina Fire Department

16309 Everhart Drive
Weed CA 96094

For the Month of December Lake Shastina Fire Department responded to a total of 31 calls. These calls included:

- 19 Medical Aids
- 2 Residential Fire
- 1 hazmat
- 1 control burn
- 6 Public Assists
- 1 Traffic Collisions
- 1 debris fire

LSFD News:

LSFD fire crew has been working hard at helping property owners get in compliance with the new Hazardous Vegetation Ordinance. Over 100 written warnings have been sent out with LSFD seasonal firefighters clearing over 20 of those properties in the first month. The main focus has been vacant lots that are densely covered next to homes as well as the main points of access to the community. We will be focusing on Unit 1 for the next couple months especially around Gallop Rd, Lake Shastina Drive, Lake Shore Dr., and Lake Shastina Place.

We have taken delivery of the new fire engine from Fremont. The engine is currently being prepared to receive its new decals and supplies to allow it to be in service. The Engine number will be E-3118.

With the new Firefighter 1 Academy starting this past Monday we have a new sleeper. FF McQuillian has moved out with FF Garcia taking his space. FF Garcia is attending the Academy at COS.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: January 16, 2019

FROM: Mike Wilson, Police Chief / General Manager

SUBJECT: Police Monthly Board Report

POLICE ACTIVITY:

CRIMINAL CALLS:

DUI – 1	SUSPICIOUS VEHICLE – 1	HUNTING – 2
APS REFERRAL – 2	FRAUD/ID THEFT – 2	DOMESTIC DISTURBANCE – 1
THEFT – 1	ILLEGAL BURN – 1	HARRASSMENT – 1
FRESH ARREST FEL – 1	RAPE – 1	SUSPICIOUS CIRCUMSTANCE – 4
INCESST – 1	FRESH ARREST MISD – 2	TELEPHONE SCAM – 1
LEWD/LASCIVIOUS – 1		

ASSIST OTHER AGENCIES:

SCSO – 2	CHP – 1
WEED PD – 1	LSPOA – 10

NON-CRIMIAL CALLS:

PROPERTY REQUEST – 1	ASSIST CITIZEN – 8	FOUND PROPERTY – 4
PATROL CHECK – 8	MEDICAL AID – 3	INFO TO CITIZEN – 4
PROPERTY RETURN – 1	STRUCTURE FIRE – 2	WELFARE CHECK – 6
CIVIL ISSUE – 4	CIVIL STAND BY – 1	ALARM – 4
911 HANG-UP – 1	PATROL REQUEST – 1	TRAINING – 2
OTHER – 2	MAINTENANCE – 1	

TRAFFIC RELATED:

TRAFFIC WARNINGS – 4	TRAFFIC CITATIONS – 5	TRAFFIC COMPLAINT – 1
PARKING CITE – 1	TRAFFIC HAZARD – 1	TRAFFIC PATROL – 4

ANIMAL RELATED:

DOGS AT LARGE – 5	BARKING DOG – 1	LOST CAT – 1
DOG REGISTRATION – 1		

ARRESTS:

On 12/10/2018 – EVA MICKELS was arrested for Misdemeanor charges for Battery.

On 12/10/2018-KENRICK ELLIS was arrested for Misdemeanor charges for False Imprisonment.

On 12/25/2018-JANE HAINES was arrested for Misdemeanor charges for DUI.

Item 2 C & D

Sewer and Water Departments

There were no documents available for packet delivery.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

MINUTES

Fire Department Advisory Standing Committee Meeting

Wednesday, March 7, 2018, 2:00 p.m.

Administration Building

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

CALL TO ORDER: 2:00 p.m.

Committee Roll Call:

Director Mitchell ✓ FC Pappas ✓ Charlene French ✓ Lorene Miller ✓

Ex-Officio Member GM Wilson ✓

PLEDGE OF ALLEGIANCE: Charlene French led the Pledge of Allegiance.

PUBLIC COMMENTS: 2 present, no comments

COMMITTEE MEMBER COMMENTS: Lorene Miller presented the possible idea of recognition to the Ordways for support of the District. Further research will be done by Fire Chief Pappas.

BUSINESS ITEMS:

1. Approval of Minutes: February 7, 2018: Approved.
2. Town Hall Meeting Planning (FC Pappas/GM Wilson)
Most of the meeting was dedicated to finalizing the Town Hall agenda, details for pre-event advertising, and set-up planning. The agenda will include covering of FD services, the volunteer system, status of our engines and equipment, facts on costs of operations, and the future goals of the Department. There will be a Q and A.
3. Newspaper Articles (GM Wilson)
GM Wilson is meeting weekly with Dana Flint from the Weed Press and any newsworthy information on the Fire Department is shared for release. Two specific shared items were the thank you letters from children of the Ventura Fire, where we had a strike team, and the Town Hall Meeting.
4. Social Media Communication (FC Pappas)
Chief Pappas is currently looking for a Volunteer Fire Fighter to take over the weekly posts for the Department Face Book page. The previous person recently left.
5. Quarterly Newsletter Fire Dept. Contribution (GM Wilson)
This next newsletter coming out with the billing will have FD updates and information on the Town Hall.
6. Board Member Updates (FC Pappas)
Chief Pappas will be emailing CSD Board Members updates.
7. Review Mutual Aid Discussion with County Supervisor Kobseff (GM Wilson)
Previously, there was a meeting with County Supervisor M. Kobseff, GM M. Wilson, and CSD Board President C. Cupp. The discussion on working with other department Fire Chiefs in a move-up-and-cover cooperative program, as well as recovering some of the current fire fees was discussed. M. Kobseff is to take the proposal to the County BOS this month.
8. Set next committee meeting date and time: April 4, 2018, at 2 p.m.

ADJOURN: 3:20 p.m.



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

MINUTES

Police Advisory Standing Committee Meeting

Thursday, November 8, 2018 – 3:00 p.m.

Administration Building

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

Call to Order: 3:00 p.m.

Committee members present:

Dir. Carol Cupp, Police Chief Mike Wilson, Dwayne Chandler, Karla Chandler, SAC Nelle, Police Sergeant Bullington

Public present in the audience: Stan Beck

Pledge of Allegiance: Carried out

Public Comments: None

Committee Member Comments: None

Business Items:

1. Approval of Minutes - Meeting of April 12, 2018: Approved.

2. COPS Funding Update: SAC Nelle explained the COPS grant is allowed to be used department-wide, not just in connection with a specific officer funded under the grant. She further noted that budget adjustments relative to the COPS grant are a work in progress.

3. Current Budget Flow / Expenses: Discussion took place regarding the allocation of administrative overhead, and potential future adjustment.

4. Animal Control Ordinance: Ordinance updates are pending, but they are low priority at this time. The District Attorney's office is currently prosecuting cases as presented. The ordinance is not yet ready for presentation to attorney Lang.

5. Future Regulatory Requirements: The new regulations for reporting racial and gender statistics to the State of California were again discussed. There may be software costs or other expenses associated with this requirement.

6. Discuss Future Meeting Date: The next meeting should take place in early March 2019.

Mission of Committee:

Examine and evaluate details regarding fiscally prudent priorities and goals related to salaries, staff, equipment, overhead expenses, and reserve fund. Assess Measure B funds, and the police budget in general, relative to the 10-year projection prepared by CSD Accounting Staff.

Annual Appointments to committee(s), Board Policy and Procedure Handbook
Section 4060 (Pres. Thompson)

POLICY TITLE: Committees of the Board of Directors
POLICY NUMBER: 4060

4060.1 The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made (refer to attached Guidelines for Ad Hoc Board Committees).

4060.2 The following shall be standing committees of the Board:

4060.2.1 Budget / Finance Committee; and,

4060.2.2 Other committees as needed.

4060.3 The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year no later than the Board's regular meeting in January.

4060.4 The Board's standing committees may be assigned to review District functions, activities, and/or operations pertaining to their designated concerns, as specified below. Said assignment may be made by the Board President, a majority vote of the Board, or on their own initiative. Any recommendations resulting from said review should be submitted to the Board via a written or oral report.

4060.4.1 All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors.

4060.5 The Board's standing Finance Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.

DATE: 12/11/18

CSD STANDING/ADVISORY COMMITTEES:

1. Budget / Finance Committee (FY 18/19):
Director MacIntosh
Director Mitchell
AP/PC DeBon
SAC Nelle
GM Wilson
2. Fire Department Advisory Committee:
Director Mitchell
FC Pappas
GM Wilson
Charlene French
3. Police Department Advisory Committee:
Director Cupp
PC/GM Wilson
Dwayne and Karla Chandler
4. Policy Committee: (two Board Members – not subject to the Brown Act noticing requirements)
~~Director Lewis~~
Director Thompson
5. Sewer and Water Systems Oversight Committee: (two Board Members – not subject to the Brown Act noticing requirements)
~~Director Lewis~~
Director Thompson

OTHER appointments:

1. League of Local Agencies (LOLA) Representative: Director Cupp

Item 5


Set date for Special Meeting to review/update District goals and priorities (Pres. Thompson)



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

TO: LSCSD BOARD OF DIRECTORS

MEETING DATE: January 16, 2019

FROM: Mike Wilson, General Manager 

SUBJECT: Update on Wastewater Grant and MHI Survey Results

BACKGROUND:

Part of the Wastewater System Rehabilitation and Upgrade Project No. C-06-8303-110, Agreement No. D16-04028 included completion of an MHI (Median Household Income) Survey in order to determine if Lake Shastina qualified as a Disadvantaged Community to determine future eligibility for Prop. 1 Construction Grant funding.

Rural Community Assistance Corporation (RCAC), a private, nonprofit organization, performed the MHI. Funding for this project was provided by a planning grant from the State of California Water Resources Control Board under the Proposition 1-Small Community Wastewater Grant Program. Project No. C-06-8192-110, Agreement No. D16-04006.

SUMMARY:

The Results of the MHI Survey are as follows: The MHI was determined to be \$50,693.50. The 2017 ACS data shows 80% of the Statewide MHI is \$53,735.

The results make Lake Shastina as a Disadvantaged Community and qualifies the District for potential Prop 1. Construction Grant Funds to further advancements on Wastewater Projects within the District.

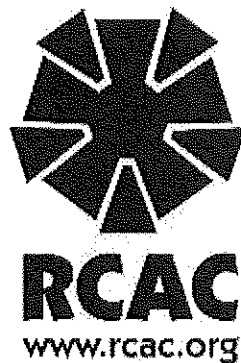
RECOMMENDATION:

By motion, authorize the General Manager to complete Construction Application Documents to pursue further Prop. 1 funding to complete Wastewater System Rehabilitation and Upgrades to the District Sewer System.

ATTACHMENT:

MHI Report – 5 pages (no exhibits due to size of document; 100 pages total).

Lake Shastina Community Services District Median Household Income Survey



Funding for this project was provided by a planning grant from the State of California Water Resources Control Board under the Proposition 1-Small Community Wastewater Grant Program. Project No. C-06-8192-110, Agreement No. D16-04006.

Prepared by:

Kim Strong
Rural Development Specialist

Rural Community Assistance
Corporation

December 2018



December 5, 2018

Mark Chaney
Principal-Regional Manager
SHN Engineers & Geologists
350 Hartnell Avenue, Suite B
Redding, CA 96002

***Subject: Lake Shastina Community Services District Median Household Income Survey Results
Reference 517027.300 / Project No. C-06-8192-110, Agreement No. D16-04006***

Dear Mr. Chaney:

Enclosed please find the final report for the Lake Shastina Community Services District Median Household Income (MHI) Survey.

The report consists of documentation to determine the MHI for the wastewater service area. The report is categorized into the following sections:

1. Introduction.....	2
2. Survey Rationale.....	3
3. Income Survey Methodology.....	3
4. Survey Results	4
5. Exhibit A: Service Boundary Map, Area and Location Maps and Area Photos	5
6. Exhibit B: Residents List (response, no response, vacant homes/lots, vacation & commercial)	9
7. Exhibit C: Sample Explanation Letters and Survey Forms (English & Spanish)	77
8. Exhibit D: Lake Shastina CSD Median Household Income Data	88

If you have additional questions, please feel free to contact me at 707/489-6994.

Sincerely,

Brian Phillips

Brian Phillips
Regional Environmental Manager
RCAC – Community & Environmental Services

Enclosure: Income Survey Report, MHI Data
CC: Mike Wilson, District General Manager, Lake Shastina Community Services District
Matt Chambers, Water Resource Control Engineer, State Water Resources Control Board- DFA
Kimberley Strong, Rural Development Specialist, RCAC – Community & Environmental Services

*Serving Rural Communities In: Alaska • Arizona • California • Colorado • Hawaii & other Pacific Islands
Idaho • Montana • Nevada • New Mexico • Oregon • Utah • Washington • Wyoming*



Lake Shastina Community Services District
16320 Everhart Drive, Weed, CA 96094
Project No. C-06-8192-110
Agreement No. D16-04006

Median Household Income Survey Final Report

Date: December 5, 2018

Submitted to: *Mark S. Chaney*, Principal-Regional Manager
SHN Engineers & Geologists
Mike Wilson, District General Manager
Lake Shastina Community Services District
Matt Chambers, Water Resource Control Engineer
State Water Resources Control Board - Division of Financial Assistance

Submitted by: *Kimberley Strong*, Rural Development Specialist
Rural Community Assistance Corporation, Community & Environmental Services

Introduction: Lake Shastina Community Services District (CSD) is a public entity managed by a five member board of directors elected by the public (California Public Water System No. CA4710013 / WDID No. 1A790100SIS). Lake Shastina CSD is located in Siskiyou County, approximately 10 miles north of Weed.

Lake Shastina CSD has 3,829 parcels: Twenty (20) are vacant homes, 2,584 are vacant lots, 86 are vacation homes and 16 are commercial, leaving 1,123 parcels (households) to survey.

The District has a planning application to apply for State funding programs for improvements to the existing wastewater treatment facility. The emphasized improvements are on: optimal sludge drying beds, winter storage and evaporation pond configurations; improvements and upgrades to extend the Tony Lema Drive sewer line to Lift Station B-120 to reduce the risk of sanitary sewer overflows, provide for energy reduction costs for pumping and for use as a redundant line during emergencies; installation of a new sewer bypass pipeline between sewer lift stations B-109 and B-110 along Lake Shore Drive to reduce the risk of sanitary sewer overflows and for use as a redundant line during emergencies; and existing sewer lift station repair and maintenance activities to provide updated electrical and control components, repairs to sewer wet wells and piping configuration rehabilitation.

In order to be eligible for optimal funding options, Lake Shastina CSD needed to establish their Median Household Income (MHI) for the service area. SHN Engineers requested that Rural Community Assistance Corporation (RCAC), a private, nonprofit organization, perform the MHI. Funding for this project was provided by a planning grant from the State of California Water Resources Control Board under the Proposition 1-Small Community Wastewater Grant Program. Project No. C-06-8192-110, Agreement No. D16-04006.

Survey Rationale: The current census data encompassed a larger area than the proposed project boundaries (see Area Maps and Area Photos, Exhibit A, pages 5-8). Therefore, Lake Shastina CSD felt the census numbers did not adequately reflect the customers' household income. The addresses of those surveyed are attached and titled "Residents' List of the Lake Shastina Community Services District" (see Exhibit B, pages 9-76).

Income Survey Methodology: A unique survey number is randomly assigned to each household receiving a survey questionnaire to maintain the respondent's anonymity. The customer's personal information (name, phone, etc.) is considered confidential and is not provided to any funding agency or other entity. RCAC will retain the original survey forms containing personal information on file at their corporate office, 3120 Freeboard Drive, Suite 201, West Sacramento, California, 95691 for seven (7) years.

A letter of explanation in English and Spanish was mailed and/or delivered on August 7, 2018 to all households within the survey area. The first survey letter and forms, in English and Spanish, and corresponding postage-paid reply envelope were mailed and/or delivered by RCAC to each household on August 23, 2018. A second survey letter and form, in English and Spanish, and corresponding postage-paid reply envelope were mailed and/or delivered on September 20, 2018 to each household that didn't respond to the first survey (see Exhibit C, pages 77-87). The surveys were mailed back to RCAC to maintain customer privacy.

Lake Shastina CSD provided RCAC with addresses for the parcels used in the survey (see Exhibit B, pages 11-63). RCAC developed the letters and survey forms based on the Multi Agency Guidelines for Median Household Income Surveys established for the State Water Resources Control Board – Clean Water/Drinking Water State Revolving Fund (SRF), and United States Department of Agriculture – Rural Development dated June 2014 (see Exhibit C, pages 77-87).

The income survey form listed income categories and requested respondents to provide the households total gross annual income from 2017 Federal tax filing. It also asked if the respondent had lived in the residence more than six months out of the year; if the residence was a vacation home, rental or commercial property; and how many people reside at the residence more than six months out of the year.

Funding agency guidelines require that an impartial agency conduct the income survey using an approved format. The median household incomes for the project service area survey was calculated by RCAC as follows:

The median income is defined as that income in the middle of the data collected from the universe after all incomes are ranked in order from lowest to highest incomes. For example, if there are nine houses surveyed, and the five ranks of income are \$10k, \$13k, \$14k, \$19k, \$150k, then \$14k is the median income because it is two from the top rank and two from the bottom rank.

The median may require averaging if you have an even number of universe data available, and the two incomes in the middle are different.

Upon receiving the completed surveys, RCAC calculated the MHI for the project service area community. This number was submitted to the State Water Resources Control Board – Division of Financial Assistance (DFA) and State Revolving Fund administrators, SHN Engineering and the Lake Shastina CSD.

The definition of household income is the total gross income in the previous calendar year, in this case calendar year 2017, from **all sources**, by all members of one single residence. The final results of the survey will be used by DFA to measure the community's ability to finance the project and to determine whether or not assistance in the form of a special low interest loan rate or grant is needed.

**Survey
Results:**

An income survey was conducted within Lake Shastina CSD service boundaries. A summary of the results are listed below with more detailed information in the exhibits. The MHI for this survey only counted residences occupied for more than six months of the year.

Lake Shastina CSD has 3,829 parcels: 20 vacant homes, 2,584 vacant lots, 86 vacation homes and 16 commercial, leaving 1,123 parcels (households) to survey. The 386 responses account for a **34 percent response rate**. The number of households in a range between 651 – 1,200 requires a sample size of 25 percent to meet State and Federal guidelines.

The MHI for Lake Shastina CSD is \$50,693.50 (see Exhibit D, pages 88-99).

**Response
Rate:**

Total number of parcels	3,829
Total number of vacant lots, vacant homes, vacation homes, or commercial parcels	2,706
Total number of residential parcels surveyed	1,123
Total number of surveys returned	386
Total number of default responses	0
Total number of non-responses	737
Response rate calculation	$386 \div 1,122 = 34\%$

The results of this survey may be used to support loans and or grant applications to multiple funding agencies, for multiple types of projects benefiting residents within the survey area. Each funding agency has unique criteria for determining funding awards. A funding agency may look at the survey in terms of whether a community is disadvantaged, the percentage of low to moderate income people in the survey area, the MHI of the survey area in relation to State non-metro MHI's, or other criteria. These factors help a funder determine whether a project is eligible for funding, whether it is eligible for grants, what percentage of grant is available in a grant loan package, or what interest rates the project qualifies for in a loan. Eligibility of a project for funding changes with time, so the funding package available to a project this year might not be the same package available next year.

RCAC makes no claims regarding funding eligibility of any projects the system may be considering, now and in the future. Further, funding agencies generally use the most recent and accurate income survey results available when funding projects. RCAC makes no claims about how long the results of this survey will remain valid before being superseded by other newer surveys. It is recommended that the system contact any funding agencies under consideration directly to discuss funding eligibility.




LAKE SHASTINA COMMUNITY SERVICES DISTRICT

7.

MEMORANDUM

To: LSCSD Board of Directors

From: Debbie Nelle, Senior Accounting Clerk 

Meeting Date: January 16, 2019

Re: LSCSD Money Purchase Pension Plan (MPPP) - New participant

This is a request to change the qualified retirement plan documents for the benefit of the employees of Lake Shastina Community Services District. In September 2018, the Board approved a new contract for the LSCSD Fire Chief position. This new contract included contributions by the District into the LSCSD Money Purchase Pension Plan for the benefit of the Fire Chief. As this was not an approved position for participation in the MPPP, the documents must be amended to add this participant. Attached are the document page updates and Resolution to approve these amendments to be effective September 24, 2018, the original date of the employee contract.

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

It is recommended to approve the Resolution 1-19 to add the Fire Chief as a non-excluded employee in the LSCSD Money Purchase Pension Plan. This change will be effective as of September 24, 2018.





LAKE SHASTINA COMMUNITY SERVICES DISTRICT

DRAFT RESOLUTION NO. 1-19

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

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

NOW, THEREFORE BE RESOLVED, that effective September 24, 2018, Lake Shastina Community Services District Money Purchase Pension Plan be changed according to the amendment attached hereto.

I hereby certify that the forgoing is a full, true and correct copy of Resolution No. 1-19 duly passed and adopted by the Board of Directors of the Lake Shastina Community Services District, Siskiyou County, California, at a meeting thereof duly held on the 16th day of January 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Rick Thompson, President

ATTEST:

Mike Wilson, Secretary

AMENDMENT #2
TO LAKE SHASTINA COMMUNITY SERVICES DISTRICT MONEY PURCHASE PENSION PLAN

Effective September 24, 2018, Lake Shastina Community Services District Money Purchase Pension Plan shall be amended to read as follows:

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

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

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

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

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

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

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

(3) ☐ **HCEs**. See Section 1.22(E).

(4) ☐ **Hourly paid Employees**.

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

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

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

(6) ☒ **Describe exclusion category and/or Contribution Type:** Exclude non-police officers, except for the Fire Chief promoted September 24, 2018, and Part-Time police officers (defined as police officers that do not work more than 1,000 Hours of Service within a Plan Year) from all contribution types.
(e.g., Exclude Division B Employees OR Exclude salaried Employees OR Exclude Division B Employees from Employee Contributions and from Matching Contributions.)

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

Executed this _____ day of _____, 2019.

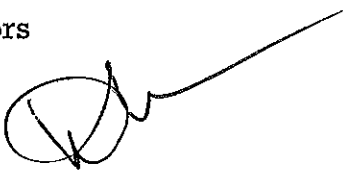
By:

Lake Shastina Community Services District



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

8.

TO: Board of Directors
FROM: Debbie Nelle 
DATE: January 10, 2019
RE: Disposal of non-operational, obsolete office equipment

Attached is our list of office equipment which is no longer useable still being stored by the District. We are requesting board approval to dispose these items if still on premises.

Each computer will have the hard drive removed and destroyed in a manner recommended by the District's current IT consultant.

Upon disposal and destruction, the inventory records will be updated.

Recommended Motion:

Approve the destruction or disposal of any office equipment on the provided list which is no longer functional for the District.



Server, Desktop PCs and Laptop Computers				
Make	Model	Service Tag # (S/N)	Date Purchased	Express Service Code
Dell	XPS L702X	8JJDRQ1	7/17/2011	18595671193
Dell	Optiplex 330	CSJMSF1	3/5/2008	PBMJV-249WW-2B2BJ-3HYMD-3KTX3
Dell	Optiplex 330	2SJMSF1	3/5/2008	D2W8D-TRRKV-D8QXX-9M6PQ-YK79D
Dell	Optiplex 745	8G6QVC1	4/21/2007	Out of Service
Dell	Optiplex 745	BG6QVC1	4/22/2007	WK6C3-3P6H8-QQXK3-CDC2H-XBRVB
Dell	Optiplex 330	9SJMSF1	3/5/2008	PFW6D-Q4QHK-VT7WC-WGYB9-CKQ7M
Dell	Optiplex 330	GSJMSF1	3/5/2008	MDXQH-XYBKX-DJ2G6-2G8F9-G9T2T
Dell	Server & LTD	4BXJTF1	3/11/2008	Out of Service
Dell	LTD Backup Drive	1KHFRCL	3/10/2008	Out of Service
Dell	Optiplex GX620	80KLHB1	7/28/2006	FMBVB-GMH7K-DJCMD-PD462-TKMKG
Dell	Optiplex GX620	JJ6VVB1	9/23/2006	QX29X-V22XF-R8YFB-F9QM4-J44GJ
unknown	unknown	n/a	unknown	M78H2-PT4B3-DM3KB-MDVXF-B3Q98
Kyocera	KM-2030	Printer/Copier	5/10/2002	Out of Service
Dell	Inspiron 8000	2LP3R01	7/23/2001	Out of Service
Dell	Inspiron 8100	9XGGZ01	10/27/2001	Out of Service
Dell	Inspiron 8100	FXGGZ01	10/27/2001	Out of Service
Dell	Inspiron 8100	3XGGZ01	10/27/2001	Out of Service
Dell	Inspiron 8100	BXGGZ01	10/27/2001	Out of Service
Dell	Optiplex GX620	5Y2DW91	4/26/2006	D3GGC-8JPR4-HGFXJ-TYYBV-FJX2J
Swingline	DSM07-13	Super Micro-Cut Shredder	1/14/2013	did not receive a swingline shredder - researching issue
Apple	A1349	iphone4	10/2/2012	Serial #C8TJ902LDP0V
Dell	Optiplex 330	8SJMSF1	3/5/2008	19140287581
Dell	Optiplex 330	DSJMSF1	3/5/2008	30024199261
Dell	Optiplex GX620	JX2DW91	4/26/2006	43358255749
HP	Laserjet P 3005	printer	unknown	no longer works - fuser went out
Dell	Optiplex 780 MT	J4KM1P1	10/5/2010	41635350037
Dell	Optiplex 745	9G6QVC1	4/22/2007	20569831201
Dell	Optiplex 330	6SJMSF1	3/5/2008	14786722909
Dell	Optiplex 330	BSJMSF1	3/5/2008	25670634589