



# **LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

## **AGENDA**

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

### **CALL TO ORDER: 11:30 a.m.**

LSCSD Board Roll Call: Directors: Beck \_\_\_\_\_ Cupp \_\_\_\_\_ MacIntosh \_\_\_\_\_ Mitchell \_\_\_\_\_ Thompson \_\_\_\_\_

### **PUBLIC COMMENTS ON CLOSED SESSION:**

### **ADJOURN TO CLOSED SESSION:**

### **CLOSED SESSION:**

- 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

### **RETURN TO OPEN SESSION: 1:00 p.m.**

### **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, 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: 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
- D. Ratification of transfer(s) of funds from LAIF Reserves to CSD Operating Account

### **DEPARTMENT REPORTS / UPDATES: NO ACTION ITEMS:**

- 2. Fire Department Monthly Report (FC Pappas)
- 3. Police Department Monthly Report (PC Wilson)
- 4. Sewer Department Monthly Report (PWS Moser)
- 5. Water Department Monthly Report (PWS Moser)

### **COMMITTEE REPORTS:**

- 6. APPROVED COMMITTEE MINUTES / REPORTS / VERBAL UPDATES, if applicable.  
(Pres. Cupp 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:

7. Consideration of appointing a Board Member to be a Special District Representative for the GSRMA Board of Directors (GM Wilson)
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 CA (GM Wilson)
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)
10. Election of Officers for 2019 Calendar Year (effective December 20, 2018)
  - A. President
  - B. Vice President
  - C. Secretary/Treasurer

STAFF COMMENTS:

BOARD MEMBER COMMENTS:

ADJOURNMENT: The next LSCSD Regular Board Meeting is scheduled to be held on January 16, 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

Special Meeting  
Monday, November 19, 2018, 1:00 p.m.  
Administration Building  
16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

### **Unapproved MINUTES**

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

LSCSD Board Roll Call: Cupp ✓ Lewis ✓ MacIntosh ✓ Mitchell ✓ Thompson ✓

Also present: GM Wilson, PWS Moser, SAC Nelle, FC Pappas and AA Charvez.

There were approximately 18 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS: Comments received.

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

1. A. Approval of Minutes: Regular Meeting October 17, 2018
- B. Ratification of Disbursements: October 1 through October 31, 2018
- C. Budget Comparison: YTD FY 2018/19: No document received.
- D. LAIF Quarterly Report

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

**Ayes: Directors Cupp, Lewis, 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: PWS Moser reported.
5. Water Department Monthly Report: PWS Moser reported.

### COMMITTEE REPORTS:

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

### DISCUSSION / REPORTS: ACTION ITEMS:

7. Consideration of contract with SHN Engineers & Geologists for oversight of Water Supply Well Installation and Water Supply Permitting, LSCSD Water System #CA4710013: GM Wilson reported. The Board discussed.

**Motion by Dir. Mitchell second Dir. Thompson to authorize the GM to enter into an agreement with SHN Engineers and Geologists for oversight of Water Supply Well No. 10 Installation and Water Supply Permitting. With said agreement, SHN will provide the following services: 1) provide oversight for all aspects of the well drilling, well construction, and well development and 2) prepare the permitting documents for the DDW drinking water permit amendment.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**

**Noes: None**

**Absent: None**

8. Consideration of amendments to FY 2018/19 Operating Budget: SAC Nelle reported. The Board discussed.

**Motion by Dir. Lewis second Dir. MacIntosh to approve amendments to the FY 2018/19 Operating Budget, as presented except for department allocations to be changed to Sewer 32%, Water 36%, Police 17% and Fire 15%. Allocations to be reviewed at the January 2019 Board meeting.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**

**Noes: None**

**Absent: None**

9. Consideration of authorizing staff to conduct a recruitment process and hire seasonal firefighters for hazardous fuel abatement project: FC Pappas reported. The Board discussed. The Board directed FC Pappas to work with GM Wilson and SAC Nelle to determine appropriated hourly amount to charge property owners.

**Motion by Dir. Mitchell second Dir. Thompson to approved staff to conduct a recruitment process for seasonal firefighters and authorize the Fire Chief to hire seasonal firefighters contingent upon the FY 2018/19 budget.**

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

10. Consideration of selling surplus vehicle: PWS Moser reported. The Board discussed.

**Motion by Dir. Thompson second Dir. Lewis to authorize the General Manager to sell Vehicle #1, VIN / 1FTNF21518EB90299 2008 F-250 pickup, through public auction, utilizing BidCal Auctions and place the proceeds from that auction into an account for future vehicle replacement.**

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

11. Discussion regarding Lake Shastina Bible Church Property (5826 Jackson Ranch Road) being annexed into the District's Boundary: The Board had some discussion; the item was postponed until a later time.

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

PUBLIC COMMENTS ON CLOSED SESSION: None

ADJOURN TO CLOSED SESSION: With no objections by the Board, Pres. Cupp adjourned to Closed Session at 3:40 p.m.

CLOSED SESSION: 3:42 p.m.

Also present: GM Wilson

A. Personnel (Gov. Code Section 54957) Consider Public Employee Performance Evaluation: General Manager  
 With no objections by the Board, Pres. Cupp adjourned Closed Session at 5:55 p.m.

RETURN TO OPEN SESSION: 5:55 p.m.

Also present: GM Wilson. There was one person in the audience.

REPORT ON CLOSED SESSION: Pres. Cupp reported that Closed Session would be continued at a Special Meeting on November 27, 2018, 11:00 a.m.

ADJOURNMENT: With no objections by the Board, Pres. Cupp adjourned the meeting at 5:57 p.m.

The next LSCSD Regular Board Meeting is on Wednesday, December 19, 2018, 1:00 p.m. at the Administration Building.

Approval Date: \_\_\_\_\_

\_\_\_\_\_  
 Carol Cupp, President

ATTEST:

\_\_\_\_\_  
 Mike Wilson, Secretary



## **LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

Special Meeting  
Tuesday, November 27, 2018, 11:00 a.m.  
Administration Building  
16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

### **Unapproved MINUTES**

CALL TO ORDER AND ROLL CALL: 11:00 a.m.

LSCSD Board Roll Call: Cupp ✓ Lewis absent MacIntosh ✓ Mitchell ✓ Thompson ✓

Also present: GM Wilson and AA Charvez

There were approximately 4 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

BOARD MEMBER COMMENTS: None.

PUBLIC COMMENTS ON CLOSED SESSION: Comments received.

ADJOURN TO CLOSED SESSION: With no objections by the Board, Pres. Cupp adjourned to Closed Session at 11:05 a.m.

CLOSED SESSION: 11:06 a.m.

Also present: GM Wilson for a portion of Closed Session.

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

With no objections by the Board, Pres. Cupp adjourned Closed Session at 1:28 p.m.

RETURN TO OPEN SESSION: 1:31 p.m.

Also present: GM Wilson and AA Charvez. There was one person in the audience.

REPORT ON CLOSED SESSION: Pres. Cupp reported that the General Manager's 2018 evaluation was performed by the Board.

ADJOURNMENT: With no objections by the Board, Pres. Cupp adjourned the meeting at 1:35 p.m.

The next LSCSD Regular Board Meeting is on Wednesday, December 19, 2018, 1:00 p.m. at the Administration Building.

Approval Date: \_\_\_\_\_

\_\_\_\_\_  
Carol Cupp, President

ATTEST:

\_\_\_\_\_  
Mike Wilson, Secretary

TREASURER'S REPORT - RATIFICATION OF DISBURSEMENTS  
LAKE SHASTINA COMMUNITY SERVICES DISTRICT

1B

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Board motion "To ratify the checks for expenses, including payroll and liabilities, issued on behalf of the District for the period of November 1 thru November 30, 2018 for a total of: " \$ 267,787.62

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

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Submitted for November 2018	\$ 267,787.62
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Expenses - Regular Checks SVB Account	\$ 149,870.28
Expenses - Payroll & Liability Checks SVB Account	\$ 117,917.34
<u>Subtotal</u>	<u>\$ 267,787.62</u>
<u>Total CSD Expenses</u>	<u>\$ 267,787.62</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
11/1/2018	787	Utility Telephone	547.03	547.03		328.22			164.11		54.70
11/1/2018	789	Pacific Power	13,848.06	13,848.06		687.72	3,733.95	9,034.01	199.54		212.84
11/1/2018	790	Pitney Bowes	121.24	121.24		121.24					
11/1/2018	791	Williams Scotsman Inc.	293.50	293.50			146.75	146.75			
11/1/2018	792	First Ntl Bank-SP	297.38	297.38							297.38
11/1/2018	793	First Ntl Bank-DN	1,218.99	1,218.99		352.64	17.99	530.61	268.86	43.89	4.00
11/1/2018	794	First Ntl Bank-WB	719.16	719.16					553.01	166.15	
11/1/2018	795	First Ntl Bank-MW	952.41	952.41					919.63		32.78
11/1/2018	796	Verizon Wireless	61.26	61.26							61.26
11/1/2018	797	Verizon Wireless	256.50	256.50					171.00	42.75	42.75
11/1/2018	22892	Alanna DeBon	94.53	94.53		94.53					
11/1/2018	22893	Basic Lab	128.00	128.00				128.00			
11/1/2018	22894	Dick's Lock Serice	893.28	893.28		886.81			6.47		
11/1/2018	22895	Hue & Cry	38.00			38.00					
11/1/2018	22896	Keevac Industries, Inc	2,500.00	2,500.00			2,500.00				
11/1/2018	22897	Kellie Power	438.00	438.00		308.00			65.00		65.00
11/1/2018	22898	LSPOA	384.51	384.51			134.69	17.43			232.39
11/1/2018	22899	Michael Wilson	317.19	317.19		317.19					
11/1/2018	22900	Mt.Shasta IT Services	2,200.00	2,200.00		660.00	330.00	330.00	660.00		220.00
11/1/2018	22901	Pamela Robison	140.61	140.61					140.61		
11/1/2018	22902	Shasta Auto Supply	57.47	57.47			28.74	28.73			
11/1/2018	22903	Shasta Valley Tire Service	1,035.49	1,035.49					1,035.49		
11/1/2018	22904	SHN Consulting Engineers	1,912.50	1,912.50				1,912.50			
11/1/2018	22905	Siskiyou Daily News	52.25	52.25		52.25					
11/1/2018	22906	Solano's Inc.	53.62	53.62		9.57	13.39	20.33			10.33
11/1/2018	22907	Tommy Roe	198.10	198.10		198.10					
11/1/2018	22908	Valley Industrial Communications	237.50	237.50					237.50		
11/1/2018	22909	Walmart	17.98	17.98		1.56	8.21	8.21			
11/1/2018	22910	Western Business Products	65.57	65.57		65.57					
11/8/2018	22911	Payroll Checks (Live Checks)	1,429.88		1,429.88		1,429.88				
11/8/2018	503763	EDD EFT	1,084.19		1,084.19	410.00	272.50		258.92	96.38	46.39
11/8/2018	503764	EFTPS EFT	5,064.91		5,064.91	1,244.38	892.80		2,068.10	528.49	331.14
11/8/2018	503765	American Funds EFT	445.70		445.70				347.68	98.02	
11/8/2018	503766	CalPERS Classic EFT	1,863.37		1,863.37	951.18	912.19				
11/8/2018	503767	CalPERS PEPRA EFT	616.46		616.46	456.85	159.61				
11/8/2018	503768	CalPERS 457 EFT	1,149.23		1,149.23	655.00	243.62		160.79	89.82	
11/8/2018	503769	SVB EFT - Payroll Checks (Direct Deposits)	24,127.54		24,127.54	7,840.85	4,501.38		7,403.94	2,481.70	1,899.67
11/15/2018	798	AT&T	62.00	62.00			31.00	31.00			
11/15/2018	799	US Bank Equipment Finance	190.09	190.09					190.09		
11/15/2018	22912	Alanna DeBon	45.85	45.85		45.85					
11/15/2018	22913	Associated Pension Consultants	1,315.00	1,315.00			85.00	85.00	975.00	170.00	
11/15/2018	22914	Axon Enterprises, Inc.	1,673.10	1,673.10					1,338.48	334.62	
11/15/2018	22915	Basic Lab	128.00	128.00				128.00			
11/15/2018	22916	Cal Ore Telephone	299.00	299.00		192.21			85.43		21.36
11/15/2018	22917	Consolidated Electrical Distributed	253.03	253.03				253.03			
11/15/2018	22918	Debbie Nelle	92.37	92.37		92.37					
11/15/2018	22919	Don R. Erickson Oil, Inc.	3,300.71	3,300.71		560.91	499.81	499.81	1,079.08	265.56	395.54
11/15/2018	22920	Dutra Family Business	475.00	475.00						475.00	
11/15/2018	22921	Ferguson Waterworks	361.78	361.78			138.44	223.34			
11/15/2018	22922	Kevin Craig	197.70	197.70		197.70					

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
11/15/2018	22923	Lithia TR, Inc.	31,191.45	31,191.45			15,595.72	15,595.73			
11/15/2018	22924	LSCSD Utilities	378.54	378.54		222.59			69.73		86.22
11/15/2018	22925	Michael or Diane Franke	200.49	200.49		200.49					
11/15/2018	22926	Mt.Shasta IT Services	2,200.00	2,200.00		860.00	330.00	330.00	660.00		220.00
11/15/2018	22927	N.C.G.T. Security Funds	18,118.00	18,118.00		5,239.00	2,634.00	2,634.00	4,347.00	1,632.00	1,632.00
11/15/2018	22928	Prentice, Long & Epperson	525.00	525.00		192.50			70.00		262.50
11/15/2018	22929	Quill Corp	960.79	960.79		849.68			167.05		(55.94)
11/15/2018	22930	Robert Laphorne	91.26	91.26							91.26
11/15/2018	22931	Shasta Valley Chainsaw	48.32	48.32			24.16	24.16			
11/15/2018	22932	Shasta Valley Tire Services	876.71	876.71							876.71
11/15/2018	22933	Siskiyou Co. Tax Collector	63.00	63.00		63.00					
11/15/2018	22934	Siskiyou Disposal	250.00	250.00		85.00	42.50	42.50	40.00		40.00
11/15/2018	22935	Skinner's Roadside Truck Repair	3,548.37	3,548.37							3,548.37
11/15/2018	22936	Tim Louie Construction	705.00	705.00			705.00				
11/15/2018	22937	USA Blue Book	353.58	353.58				353.58			
11/15/2018	22938	Walt Bullington	252.91	252.91					252.91		
11/15/2018	22939	William Carrigan	273.15	273.15		273.15					
11/21/2018	22940-22944	Payroll Checks (Live Checks)	19,238.49		19,238.49		1,534.07				17,704.42
11/21/2018	22945	Union Dues	688.96		688.96	229.00	217.00		189.72	53.24	
11/21/2018	503786	EDD EFT	4,693.15		4,693.15	361.51	275.79		356.27	72.77	3,626.81
11/21/2018	503787	EFTPS EFT	19,527.98		19,527.98	1,142.69	902.55		2,491.93	419.99	14,570.82
11/21/2018	503788	American Funds EFT	429.16		429.16				340.95	88.21	
11/21/2018	503789	CalPERS Classic EFT	1,863.37		1,863.37	951.18	912.19				
11/21/2018	503790	CalPERS PEPRA EFT	622.84		622.84	456.85	165.99				
11/21/2018	503791	Aflac EFT	234.00		234.00	93.78	79.56		60.66		
11/21/2018	503792	CalPERS 457 EFT	1,147.68		1,147.68	655.00	243.62		160.79	88.27	
11/21/2018	503793	SVB EFT - Payroll Checks (Direct Deposits)	33,690.43		33,690.43	7,561.34	4,368.54		8,727.49	2,148.12	10,884.94
11/21/2018	22946	SHN Consulting Engineers	31,613.82	31,613.82			31,613.82				
11/29/2018	800	First Ntl Bank-RM	1,143.84	1,143.84			571.91	571.93			
11/29/2018	801	First Ntl Bank-MW	2,000.26	2,000.26		700.32				1,299.94	
11/29/2018	802	First Ntl Bank-DN	1,336.41	1,336.41		990.70	4.00	4.00		318.28	19.43
11/29/2018	803	First Ntl Bank-WB	303.54	303.54						303.54	
11/29/2018	804	Pacific Power	11,367.92	11,367.92		972.44	3,866.66	6,050.57	232.48		245.77
11/29/2018	805	Utility Telephone	542.10	542.10		325.26			162.63		54.21
11/29/2018	806	Williams Scotsman Inc.	293.50	293.50			146.75	146.75			
11/29/2018	22947	Hue & Cry	38.00	38.00		38.00					
11/29/2018	22948	Kellie Power	530.00	530.00		400.00			65.00		65.00
11/29/2018	22949	LSPOA	1,147.11	1,147.11			694.32	369.14			83.65
11/29/2018	22950	Premier Oil Change	90.42	90.42						90.42	
11/29/2018	22951	Quill Corp	544.31	544.31		142.25	69.00	69.00		203.87	60.19
11/29/2018	22952	Robert Moser	220.64	220.64			98.61	122.03			
11/29/2018	22953	Rusty Owens	46.42	46.42					46.42		
11/29/2018	22954	SHN Consulting Engineers	487.50	487.50				487.50			
11/29/2018	22955	Suds City Auto Spa	8.00	8.00						8.00	
11/29/2018	22956	Tyler Technologies, Inc.	250.00	250.00		250.00					
11/29/2018	22957	William Bullington	256.16	256.16						256.16	
11/29/2018	22958	Will Johnson Electirc	140.00	140.00				140.00			
			267,787.62	149,870.28	117,917.34	39,804.43	81,175.71	40,317.64	36,770.76	11,775.19	57,943.89



Item 1.C

1.C. Budget Comparison: FY 2018/19 YTD

There was no document available for packet delivery.



## LAKE SHASTINA COMMUNITY SERVICES DISTRICT

1D

### MEMORANDUM

To: LSCSD Board of Directors

From: Debbie Nelle, Senior Accounting Clerk

Mtg Date: December 19, 2018

Re: Ratification of transfer from LAIF Savings to CSD Operating account

This is a request to ratify transfer of funds from LSCSD Savings in LAIF to the CSD Operating checking account at Mechanics Bank (formerly Scott Valley Bank). This will be to cover the costs of the Waste Water Planning Grant expenditures for the MHI Report and Rate Study paid in recent months. These grant expenditures shall be returned to LAIF savings after they are reimbursed from the state. The Water Fund has had several capital expenditures for Booster stations, a Public Works replacement vehicle purchased recently as well as the purchase of new fire hydrants. These items were approved to be paid from LAIF savings. The Fire Department is purchasing a used Type 3 Engine from City of Freemont recently approved by the Board.

Staff recommends approval of transfer from LAIF to Mechanics Bank Operating account **\$80,000** from the Sewer, **\$35,000** from the Water Fund and **\$15,000** from the Fire Fund Assigned Reserves Savings. The total transfers to approve will be for **\$130,000** as LAIF only allows transfers in increments of \$1000. General Manager Wilson has contacted LAIF to process two transfers and \$50,000 was received in the Mechanics Bank account on November 21, 2018. The other \$80,000 was received on December 13, 2018.

<u>Reserve Items to transfer from LAIF:</u>			
	<u>Sewer</u>	<u>Water</u>	<u>Fire</u>
Sewer Funds	79,500.00		
Water Funds		35,000.00	
Fire Funds			15,015.00
Costs per fund:	79,500.00	35,000.00	15,015.00



Item 2

## Lake Shastina Fire Department

16309 Everhart Drive  
Weed CA 96094

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For the Month of November Lake Shastina Fire Department responded to a total of 34 calls. These calls included:

- 20 Medical Aids
- 2 Residential Fire Alarms
- 2 Illegal burning in the district
- 2 Wildland Fires
- 5 Public Assists
- 2 Traffic Collisions
- 1 Structure Fires

Notable calls for the Month of November:


On November 12<sup>th</sup> LSFD responded to a possible structure fire on Prairie Dog Ct. Engine 3111 and crew arrived at scene within 8 minutes of being dispatched. The home owner and neighbor reported flames and sparks coming out of the chimney. The neighbor had assisted by spraying water on the chimney cap. LSFD firefighters made quick access to the roof and ensured that the fire had been extinguished. No extension of fire was found to the home.

On November 21<sup>st</sup> LSFD responded to a reported head on collision on HWY 97. Upon arrival units found one patient critical requiring extrication and another with minor injuries. The critical patient was extricated and immediately needed CPR. The patient was eventually pronounced deceased by ambulance resources.

On November 30<sup>th</sup> LSFD responded to a medical with a reported young male with a laceration to his neck. The patient was found to have been in a fight and received a large knife wound to the side of his neck. Rescue 3140 and crew provided aid to assist with the bleeding until the ambulance arrived at scene.

A handwritten signature, possibly "M", is located in the bottom right corner of the page.

***LAKE SHASTINA COMMUNITY SERVICES DISTRICT***

**TO:** LSCSD BOARD OF DIRECTORS  
**MEETING DATE:** December 19, 2018  
**FROM:** Mike Wilson, Police Chief / General Manager   
**SUBJECT:** Police Monthly Board Report

**POLICE ACTIVITY:****CRIMINAL CALLS:**

DUI – 1	SUSPICIOUS VEHICLE – 2	HUNTING – 2
APS REFERRAL – 1	FRAUD/ID THEFT – 1	TRESPASS – 1
THEFT – 1	ILLEGAL BURN – 1	SEXUAL ASSAULT – 1
TRESPASS – 1	SEARCH WARRANT – 4	RESTRANING ORDR VIOL – 1
WARRANT ARREST I.S. MIS – 1		

**ASSIST OTHER AGENCIES:**

SCSO – 1	CHP – 1
WPD – 1	YPD – 1
LSPOA – 1	

**NON-CRIMIAL CALLS:**

ADMIN – 1	ASSIST CITIZEN – 1	LOST PROPERTY – 1
PATROL CHECK – 2	MEDICAL AID – 4	INFO TO CITIZEN – 4
HOUSE WATCH – 1	CITIZEN COMPLAINT – 2	WELFARE CHECK – 4
CIVIL ISSUE – 2	CIVIL STAND BY – 2	ALARM – 1
COMMUNITY SERVICE – 2	SECURITY CHECK – 4	SMOKE CHECK – 1
OTHER – 4		

**TRAFFIC RELATED:**

TRAFFIC WARNINGS – 4	TRAFFIC CITATIONS – 5	VIOLATION OF PROB/DUI – 1
PARKING CITE – 1	VEHICLE MAINTENANCE – 2	VEHICLE LOCKOUT – 1
TRAFFIC COLLISION – 1	PARKING WARNING – 1	

**ANIMAL RELATED:**

DOGS AT LARGE – 8	BARKING DOG – 3	FOUND DOG – 1
WILDLIFE – 3	LOST DOG – 1	MT LION SIGHTING – 1
DOG REGISTRATION – 1		

**ARRESTS:**

On 11/24/2018 – George E McKinney was arrested for Misdemeanor charges for Siskiyou County Warrant of under the influence of / public intoxication.

On 11/15/2018 – Glenn Q Strawder was arrested for Felony charges for Sexual Assault.

## **Lake Shastina Sewer Department**

To: Lake Shastina CSD Board  
From: Robert Moser, Public Works Supervisor  
Meeting Date: December 19, 2018  
Subject: Board Report – November 2018 (Sewer)

The Lake Shastina Public Works Department (PW) conducted approximately 200 station checks and daily sewer pond readings and reporting for the month.

Conducted Manhole inspections for the District.

Pulled the pump at B-115 end of Lake Shore Dr, to remove debris from the pump.

The pumps for B-114 should be back this week or next.

PW attended a Confined Space training in Redding.

A handwritten signature in black ink, appearing to be the initials 'RW' or similar, located in the bottom right corner of the page.

## **Lake Shastina Water Department**

To: Lake Shastina CSD Board  
From: Robert Moser, Public Works Supervisor  
Meeting Date: December 19, 2018  
Subject: Board Report – November 2018 (Water)

The Lake Shastina Public Works Department (PW) conducted approximately 38 booster station checks and 38 well checks for the month, along with our monthly testing of the system.

Conducted water notices and shut offs for the month.

Working on obtaining bids for the Hydrant replacement program.

Permit application is complete for Well 10. Waiting for schedule on drilling.

Worked on Well #9's roof in Rancho Hills, this is in preparation for the rehab of this well.

A handwritten signature in black ink, consisting of a stylized 'M' or 'W' with a large loop at the top and a horizontal stroke at the bottom.

COMMITTEE REPORTS:

6. APPROVED COMMITTEE MINUTES / REPORTS / VERBAL UPDATES, if applicable.  
(Pres. Cupp 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

There were no approved standing committee minutes for the time period of November 16, 2018 through December 14, 2018.

There will be a verbal report for the Fire Department Advisory Committee's December 17, 2018 meeting.



***LAKE SHASTINA COMMUNITY SERVICES DISTRICT***

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**TO: LSCSD BOARD OF DIRECTORS**

**MEETING DATE: December 19, 2018**

**FROM: Mike Wilson, General Manager**

A handwritten signature in black ink, appearing to be 'Mike Wilson', enclosed within a circular stamp or seal.

**SUBJECT: Consideration of possible appointment of Board Member to serve as a special districts representative for the GSRMA Board of Directors**

**BACKGROUND:**

Golden State Risk Management Association has notified our district of a vacancy, of the Special District Representative position on the GSRMA Board of Directors.

An outline of the Board Member Election Timeline is attached. Once the nomination period is closed, GSRMA will conduct an election among special district members. The district that wins the election can then appoint a member of their governing board to serve on the GSRMA Board.

The length of term for the GSRMA board position is 2 years. This specific term runs from July 1, 2019 through June 30, 2021. GSRMA board meetings are bi-monthly starting in July (6 meetings per year). Meetings are held in the GSRMA board room in Willows, CA, from 6-8 pm on the second Wednesday of each meeting month. Each board member receives a \$100 stipend, plus reimbursement for travel expenses (including lodging and meals, if applicable.) Members do have capability for remote participation (WebEx) as well if a board member is unable to attend a meeting in-person.

A special district board may self-nominate to be a candidate district in this election.

The deadline for nominations is end of business on December 20, 2018. The election will take place February 4, 2019 through April 19, 2019.

**SUMMARY:**

In order to self-nominate, the Lake Shastina CSD Board should, as an action item, determine if a member of our Lake Shastina CSD Board of Directors has the time and capacity to serve on the GSRMA Board of Directors.

**RECOMMENDATION:**

By Motion authorize the GM to notify GSRMA of our desire to self-nominate.



Golden State Risk Management Authority (GSRMA)  
Governing Board Member Election Timeline  
Effective for July 1, 2019 vacancies

The July 1, 2019 vacancies for the Board include representatives for Fire and Special Districts.

The timeline for these elections are as follows:

Approval of the 7/1/2019 Board Member Election Timeline.

Nominations will be open October 2, 2018 through December 21, 2018.

- Send nomination invite to appropriate member agencies by October 2, 2018.
- Send deadline reminder by November 30, 2018.
- Nominations must be received in the GSRMA office by end of business December 18, 2018.

Approve nominees/ballot at January 9, 2019 board meeting.

Election conducted February 1, 2019 – April 19, 2019.

- Distribute primary contact information for each peer district to candidate districts by January 18, 2019.
- Distribute election ballot by February 1, 2019.
- Send deadline reminder by March 29, 2019.
- Ballots must be received in the GSRMA office by end of business April 19, 2019.

Election results will be presented to the Board at their May 8, 2019 meeting. At this meeting the Board will:

- In case of a tie, hold a drawing among those receiving the most votes.
- For any vacancy that received no nominations, appoint an individual qualified to fill the position.
- Certify the results of the election process.

Elected districts will provide their appointment prior to the July 10, 2019 Board meeting.




***LAKE SHASTINA COMMUNITY SERVICES DISTRICT***

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**TO:** LSCSD BOARD OF DIRECTORS

**MEETING DATE:** December 19, 2018

**FROM:** Mike Wilson, General Manager 

**SUBJECT:** Authorization of LSCSD Board Members to attend ICS-402: Incident Command System (ICS) Overview for Executives/Senior Officials

**BACKGROUND:**

This 4-hour course is designed to provide a broad-level orientation to the Incident Command System (ICS) for Executives and Senior Officials (including elected officials, city/county managers, agency administrators, etc.). Topics include Part 1: What Is ICS?, Part 2: ICS Organization & Features, Part 3: Unified & Area Command, Part 4: Coordination & Incident Management Assessment, Part 5: NIMS Preparedness. Course presentation should also include review of the following locality-specific documents: Local and State laws/policies relevant to incident management, Local and State incident management roles and responsibilities, Local Emergency Operations Center procedures and the Local Emergency Operations Plan (EOP).

**SUMMARY:**

This ICS-402 class is being held on Thursday January 24th from 1pm to 5pm at the Weed Community Center located at 161 East Lincoln Avenue in Weed in the computer lab room.

Pursuant to our policies, we are required to authorize Board Members to travel and attend trainings outside of the District.

**RECOMMENDATION:**

By Motion authorize selected Board Members to attend this training.

## ***LAKE SHASTINA COMMUNITY SERVICES DISTRICT***

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TO: Lake Shastina Community Services District Board

FROM: Steven Pappas, Fire Chief

DATE: December 12, 2018

SUBJECT: Request authorization for LSFD to implement the EF Recovery program for reimbursement of funds and use of equipment out of district.

### **SUMMARY:**

The Lake Shastina Fire Department responds to a very large area as a first due engine outside of the Community Service District. Many of these emergency calls are traffic collisions and require the use of expensive equipment that LSFD pays high costs to maintain. Additionally, in a much rarer occurrence LSFD responds to repetitive non emergency 911 calls for patients who abuse the 911 system. These non emergency calls utilize fuel, staff time, and wear and tear on the equipment.

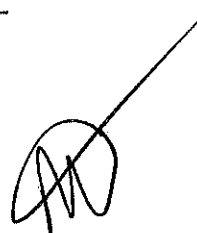
EF Recovery is a program that has been created in order to help recover some of these lost funds. One of the greatest benefits is it comes at no additional cost to the fire departments they serve. EF Recovery goes after the insurance company associated with the driver at fault for the traffic collision as well as the health insurance companies to collect funds. A break down of sample funds collected for specific utilization of tools has been provided in the attached documents.

EF Recovery adds their fees on top of the fire department fees to the funds collected to be sure that virtually no cost is ever made to the fire department. Additionally if EF Recovery is unable to collect funds from the insurance companies they simply provide no charge for that specific case.

EF Recovery is a program that has been utilized from neighboring departments in Siskiyou County. After lengthy discussions with county Fire Chiefs, EF Recovery comes highly recommended.

### **RECOMMENDATIONS:**

Authorize the Fire Chief to implement the EF Recovery Program for reimbursement on Traffic Incidents outside of as well as people inside the district who abuse the 911 system.



**OPTIONS:**

- The board may choose to direct staff utilize the EF Recovery program
- The board may choose to direct staff not to utilize the EF Recovery program



## **Serving Only the Fire Departments and First Responders of America**

**EF Recovery is designed to be a ONE STOP SOLUTION for:**

- IT Solutions
- EMS (Emergency Medical Service) Billing
- Response Recovery Billing

### **Response Recovery Service Billing Program**

**This innovative EF Recovery program focuses on recovering Non Tax Based Revenue for fire departments by pursuing those who through willful or careless negligent behavior have created needless financial demands on our fire service and the tax payers they represent.**

**Response Recovery Service Billing - - - For this to work effectively and efficiently for your department you must;**

- **Understand the law,**
- **know what you can and cannot do,**
- **Pass a department resolution defining your policies.**

#### **Understanding the law:**

At the federal level we discovered many laws that clearly define the responsible party as the one who should be responsible for the cleanup of toxic spills. The (OPA) Oil Pollution Act, the Clean Water Act and other CIRCLA laws clearly define responsibility due to negligence.

Understanding the **Municipal Cost Recovery Rule**. The general understanding of this rule is that any public funded departments cannot bill for services. This rule was directed at and applied to law enforcement agencies. Here is an excerpt from a brief.

**"If a public entity concludes that the cost of a public service should be borne by the parties who necessitate that service, rather than by the taxpayers in general, it has the ability to enact a statute expressly authorizing the recovery of such cost."**

In the State of California there is California Vehicle Code #17300 to support these claims. The foundation of our claim service initially was to address the remediation of toxic fluids (oil, gas, transmission fluids, etc.) at MVC scenes. These spills created potential health hazards to fire personnel, personal property and the environment. Since those early days and with legal assistance and advice we are now collecting for all extensive MVA responses and other services such as - - -

Vehicle Fires  
Detours

Extrications  
Stand by services

Scene Safety  
Traffic Control

Debris Removal  
Overhead/Preparation



These services when supported with a department resolution or ordinance are paid under the Property Damage provisions outlined in insurance company policies at zero dollars deductible. There may be a maximum payout but there is no deductible amount connected to liability coverage.

**Remember:** The at fault parties insurance policy will pay for the department's response costs. These costs will include personnel, equipment, consumables used and replacement of damaged or ruined equipment. Less than 5% of insured's learn there was a fire department charge within the paid damages.

#### **Will my insurance rates go up?**

Insurance companies continually put this veiled threat out to the public. This additional charge should have no impact on insurance costs. It is built into the policy and should not be an issue. The incident will more than likely trigger an increase but not the department response itself. Traffic citations alone will increase insurance rates, even without being involved in an MVA incident.

#### **Insurance Company Concerns:**

- Excessive billing charges
- Incomplete or vague reports
- No authority to bill

An article in the "Insurance Journal" outlines the responsibility of the insurance company to pay these property damage claims. This can be viewed at

<http://www.insurancejournal.com/news/national/2011/08/12/210705.htm>

#### **What is needed for a successful claim?**

- **Ordinance, Resolution or Authority to bill.** Samples of ordinances or resolutions can be provided upon request. When set up correctly this document can assist in collecting for other services such as extended traffic control, debris clean up, scene safety, EF Recovery service charges.
- Solid claim structure with credible, proper and documented billing costs. True costs verses Fee based billing.
- Pictures and written narratives are of great value. Training is provided for these.
- Agreement stating that you have authorized EF Recovery to act in your behalf.

#### **EF Recovery success to date.**

- We have in excess of 120 fire departments utilizing our Response Recovery billing services.
- We have put over \$5,000,000.00 back into the fire departments tight budgets.
- We are now serving fire department in more than 20 states.
- We partner with many fire fighter associations to support training and educational programs.
- Average paid claim is now over \$600.00 each.



**Department Examples:**

- **Full Service Program** implemented at 4 departments since April 2016 or after. Results cover a 6 month period.
  - 33 paid claims      \$20,775.95      Average claim paid      \$ 629.52
  - 17 paid claims      \$10,309.48      Average claim paid      \$ 606.34
  - 11 paid claims      \$ 4,443.55      Average claim paid      \$ 404.90
  - 15 paid claims      \$20,167.98      Average claim paid      \$1,288.62
  
- **Basic Service**
  - 240 paid claims      \$109,050.16      Average claim paid      \$ 454.38
    - Client since 2011
  - 105 paid claims      \$56,378.36      Average claim paid      \$ 540.38
    - Client for 3 years

**Other billing considerations:**

- **Paid by insurance**
  - Home Fires
  - Commercial Fires
  - Stand By Services
  - Vehicle Fires
  - Extrications
- **Paid by responsible party**
  - False Alarms
  - Inspections
  - Rescues

Please feel free to contact us with any questions. Thank you for what you do and for the opportunity to be of service.

In your service!

Jim Clark  
EF Recovery  
Director of Sales  
877-213-9047 ext. 332  
253-853-1332 office direct  
253-225-5545 cell  
360-402-9277 cell  
jclark@efrecovery.com



# Gasquet Fire Protection District

## AT A GLANCE

### CHALLENGE

- Supplement local fire department funds being drained by excessive incident response costs
- Relieve local taxpayers from funding costs primarily incurred by out-of-area residents

### SOLUTION

- Implement cost recovery billing program from EF Recovery
- Establish standardized rate tables that covers the District's labor, equipment and consumables costs

### BENEFITS

- Nearly \$31,000 reimbursed in the program's early stages
- Funds used to upgrade critical District equipment and offer critical training

## EF RECOVERY

The Highway 199 corridor runs from Grants Pass, Oregon to Crescent City, California. Because of its proximity to popular national parks and waterways, the road attracts a high volume of tourist traffic, making it the thirteenth deadliest highway in America.

The stretch of Highway 199 passing through the Gasquet Fire Protection District is particularly dangerous. Narrow, winding curves and 200-foot drop-offs have resulted in high numbers of motor vehicle accidents ("MVAs"). The ever-increasing cost of responding to these incidents has placed a significant burden on local taxpayers. As a result, response times have lengthened, equipment upgrades have been postponed and local fire needs such as structure protection and emergency medical response have been strained.

Unable to sustain this burden, district residents decided in February, 2017 to bill out-of-district individuals for incident responses and in-district residents for severe negligence incidents such as DUI motor vehicle accidents.

With the help of EF Recovery, the local governing authority drafted an ordinance outlining chargeable incidents. Once rate tables were established, the District launched its cost recovery program in late 2017.





# Impressive Results

Motor vehicle accident claims average \$1,200 each and take between one to two months to be reimbursed—a relatively short time frame thanks to EF Recovery's pre-existing relationships with insurance carriers. Gasquet is also pursuing older claims through EF Recovery's billing efforts that still fall under the payment statute of limitations.

Nearly every claim paid by insurance has been for the full claim amount. As a result, the Gasquet Fire Protection District has received nearly \$31,000 in incident cost reimbursements. The impact of these funds on the department has been profound.

So far, Gasquet has purchased badly-needed equipment and upgraded gear that was outdated and functioning poorly. The fire station got a new heater for the staff and Engine 75 received a new set of tires without cutting other expenses to pay for them. The recovered funds also made it possible to offer low angle rope rescue training and certification to all of the county fire departments, a critical continuing education course given the steep grades that run throughout the area.

With 98% of the MVAs involving out-of-area district drivers, the Gasquet Fire Protection District now has a way to balance the costs of incident response with in-district protection of its taxpaying residents. They plan to earmark future recovered funds to shorten response times, hasten vehicle extractions from the water and continue repairing and upgrading equipment. This fulfills their mission of providing high-quality emergency services to anyone in need.

Year-To-Date Collections

## \$30,726

### Use of Funds

- 15 new radios
- Upgraded jaws of life
- Upgraded medical equipment
- New station heater
- New tires for Engine 75
- Offered low angle rope rescue training and certification



Nationally Recognized • Regionally Organized • Personally Managed



## **Preparedness Costs**

### **The costs associated with being prepared**

Fire Departments are charged with the expectation of being prepared and ready to respond immediately to emergencies. Departments are now outlining this cost in their department resolution or ordinance. This set cost per incident includes but is not limited to;

- **Specialized and ongoing training that includes**
  - Hazmat remediation training
  - Heavy hydraulic training
  - Extrication training
  - Technical rescue training
  - Flagger Training
  - Electrical vehicle training
- **Post response cleaning of vehicles and equipment**
- **Cleaning of turn out gear**
- **Replace or repair damaged equipment**
- **Replace consumables used on scene**
- **Restock consumable inventories**
- **Travel time to and from incident**



## Get the Emergency Response Funds You Deserve

Fire departments around the country are allowed to bill for their emergency response services. For many organizations, this is “found” money—funds that they didn’t realize were available that can be used to purchase new equipment or pay for much-needed programs.

If you want to capture this extra revenue, you have to answer one basic question: Do you have the time and expertise to do the billing yourself?

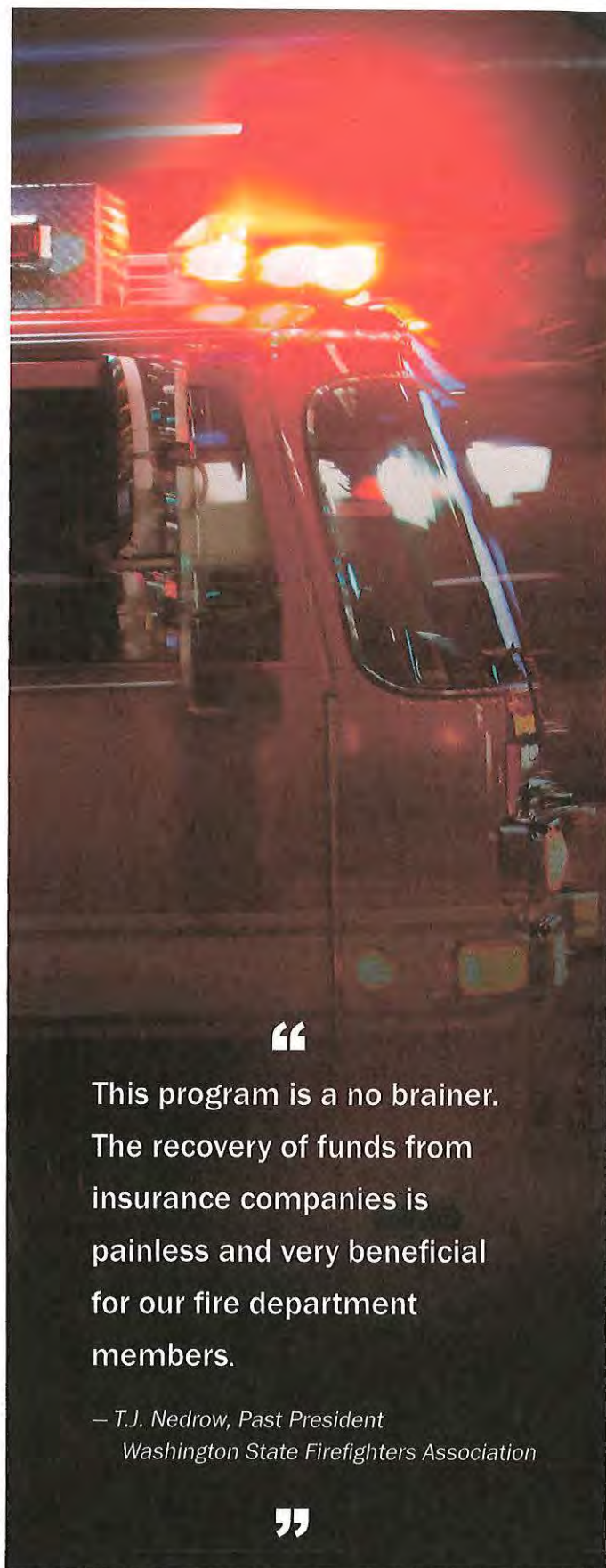
We do.

That’s why we created the **Response Recovery Program**.

Whether it’s taking on the insurance companies or following up on every claim, our team knows how to find reimbursable funds for your department—money that can really make a difference in today’s tight budget environment.

The Response Recovery Program is truly turnkey. You set the policies and we do all the work, from collecting claim information to writing you a check every month.

Collecting the revenue that you deserve couldn’t be easier.



“

This program is a no brainer. The recovery of funds from insurance companies is painless and very beneficial for our fire department members.

— T.J. Nedrow, Past President  
Washington State Firefighters Association

”

# RESPONSE RECOVERY PROGRAM



**We do the work. You receive the funds.  
It's truly a full service program.**

## How much will it cost us?

After a one-time setup and training cost (paid from recovered funds): Nothing. All of our fees are added to your claim and covered by the insurance company. We get paid when you get paid.

## How much time will it take?

Very little. We create the claim for you, using a combination of our mobile application and your fire reporting system. When the claim is ready, you log into our system, look over the claim to make sure it's right, then click the Approve button. We'll take it from there, working with the insurance company until the claim is paid.



## How much money can it make us?

Depending on the number of incidents in your jurisdiction and a strong resolution or ordinance, the Response Recovery program can capture a lot of money for your department. We are very good at finding the responsible party and working with their insurance company to recover your funds.

## OUR GUARANTEE

**Experienced, results-oriented staff • Thorough follow up • Highest possible level of service**



# RESPONSE RECOVERY OVERVIEW



	FULL SERVICE	BASIC
Claim Creation	EFR	Customer
Collection of Claim Information <sup>1</sup>	EFR	Customer
Claim Completion	EFR	Customer
Submission of Claim to Insurance	EFR	EFR
Collected Claim Cost	Flat fee or percent of collected claim, plus processing cost	Flat fee or percent of collected claim, plus processing cost
Uncollected Claim Cost	Yes	Yes
Training & Setup Cost	Yes (one-time only)	Yes (one-time only)
Options	EFR Billing Module for Zoll FireRMS	Automated Interface CM Mobile™ Police Reports

**Our goal is to recover 100% of your incident expenses, including our fees, which are added to each claim.**

<sup>1</sup>Minimum information required: Responsible party name, vehicle license number or car registration. All claims are approved by customer before submission

## Program Options

### Automated Entry Interface

For customers running Zoll FireRMS, the Automated Entry Interface adds two additional tabs that collect important incident information and automatically creates the claims in CM. There are two interfaces available.

#### **EFR Billing Module by My Fire Rules**

With this module, all claim information is validated with more than 200 rules. The EFR billing Module creates claims that are more accurate, require fewer Action Requests and are more likely to be paid swiftly by insurance.

#### **Zoll Basic Interface**

The same as the EFR Billing Module without rules validation.

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### CM Mobile™

A powerful, easy-to-use application for Android and Apple phones and tablets. CM Mobile collects insurance information, scene photos and narrative information to supplement your CM claim record. Additionally, when used without the Automated Entry Interface, CM Mobile automatically creates the claim in CM, saving you data entry time.

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### Police Reports

A document that contains valuable incident information, including liable party designation, insurance information and police narratives. A great claim record supplement to backfill any missing information.

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## OUR GUARANTEE

**Experienced, results-oriented staff • Thorough follow up • Highest possible level of service**

# RESPONSE RECOVERY PROGRAM



	FULL SERVICE	BASIC
Processing Cost	Greater of \$50.00 or 22% of total claim amount + \$125.00	Greater of \$50.00 or 17% of total claim amount
Uncollected Claim Cost	\$50.00	\$25.00
Training & Setup Cost <sup>1</sup>	\$350.00	\$250.00
Automated Entry Interface with Zoll FireRMS	Optional EF Recovery Billing Module for Zoll FireRMS	<u>EF Recovery Billing Module for Zoll FireRMS</u> Ask for pricing  <u>Zoll FireRMS Basic Interface</u> \$25.00/month One-time setup fee: \$100.00
CM Mobile <sup>2</sup>	Included at no cost	Included at no cost
Police Reports	—	\$35.00/report

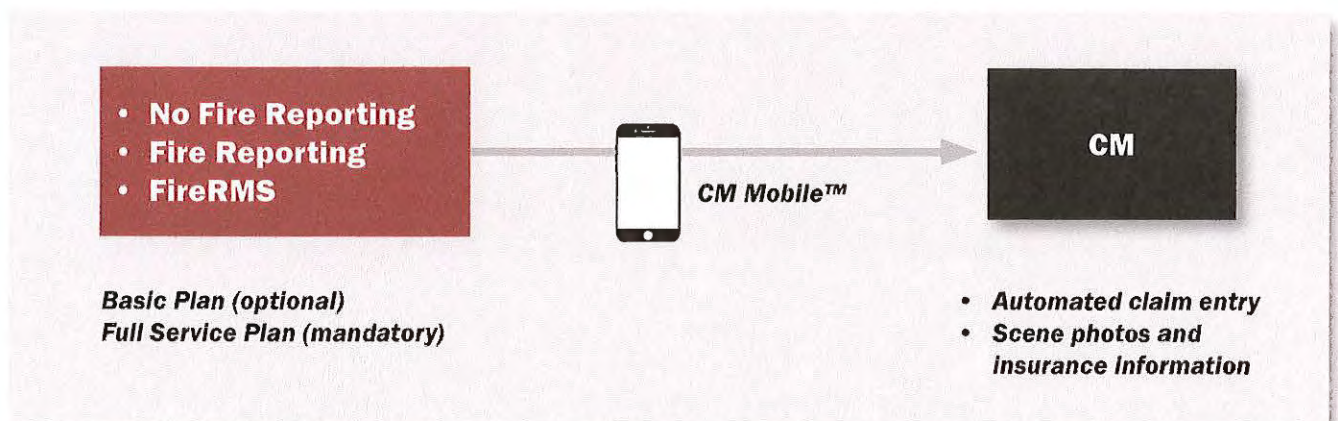
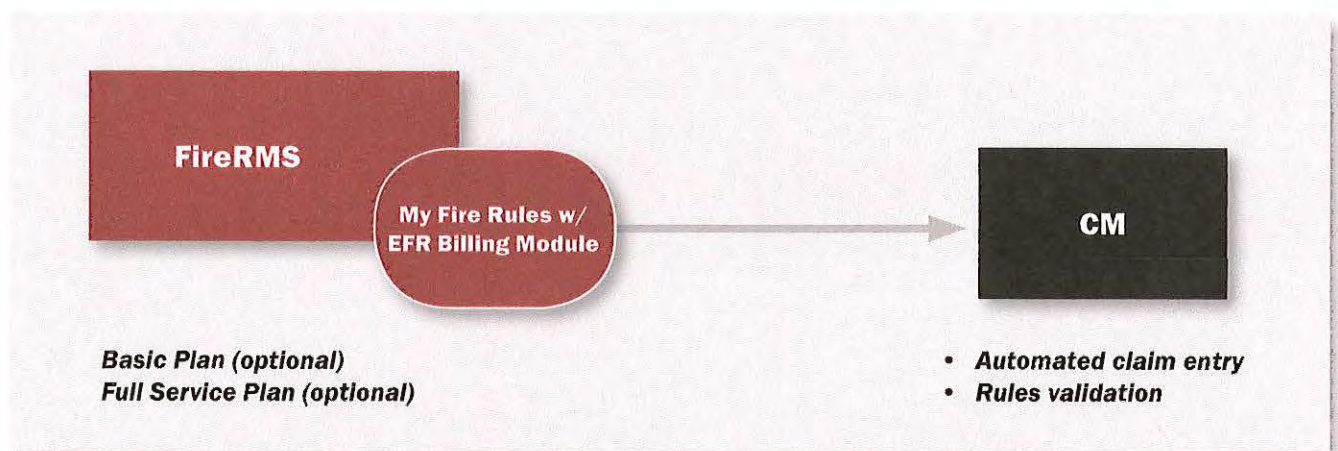
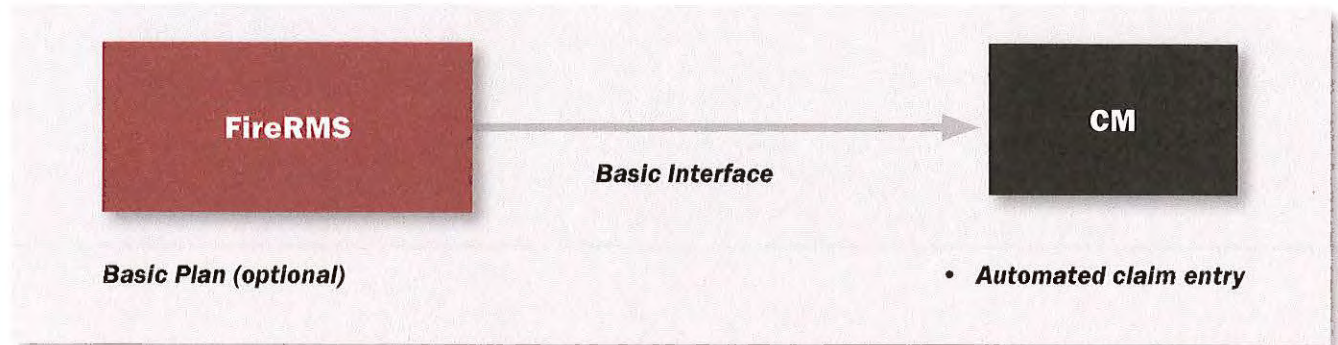
*All fees are taken from recovered funds, not from invoices sent to your department, maximizing your department's cash flow.*

<sup>1</sup>Cost covers one training session for as many of your staff members as you wish. Additional training sessions may be extra.

<sup>2</sup>Device includes smartphone, tablet, on-board computer or other mobile field device.



# RESPONSE RECOVERY INTERFACES





**RESOLUTION # \_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF \_\_\_\_\_ IMPLEMENTING A COST RECOVERY PROGRAM FOR FIRE PROTECTITON, ACCIDENT SCENE RESPONSE AND TRAFFIC SAFETY FOR EMERGENCY RESPONSE INCIDENTS AND ALL RELATED SERVICES.**

**WHEREAS,** Responses to and/or recovery from emergencies and disaster requires purchases to replace supplies, periodic and scheduled maintenance on apparatus, fuel purchases, staffing expenses, repair and/or replacement of protective gear and equipment as required by the agency or by law; and

**WHEREAS, California Vehicle Code: 17300** authorizes fire protection departments and districts to recover reasonable and necessary costs incurred in the course of protecting life and property that exceed the normal and usual expenses anticipated. \_\_\_\_\_ will affix a \$250.00 minimum preparedness and response fee to all incidents where a liable party is responsible for said action. This fee will begin to offset (but is not limited to) wear of equipment, overtime, fuel consumption, loss or damage to publicly owned equipment purchase or lease of any special equipment or services required to protect the public during a hazardous incident or materials spill; and

**WHEREAS,** \_\_\_\_\_ believes that its taxpayers should not be required to bear the extraordinary costs of responding to hazardous materials incidents , regardless to size, and that such extraordinary costs should be charges to the liable party and/or transporters and users of hazardous materials to reimburse the agency, and

**WHEREAS,** \_\_\_\_\_ has determined that vehicle accidents frequently involve traffic control necessary to reduce further liability, damage or injury to non-involved parties. Standard response results in requiring placement of emergency flares, as well dealing with spillage or leakage of liquids, such as oil, battery acid, fuel, antifreeze, brake fluid, transmission fluid, and other petroleum based products all of which constitute hazardous materials; and

**WHEREAS,** standard response requires placement of emergency flares, as well as dealing with spillage or leakage of liquids, such as oil, battery acid, fuel, antifreeze, brake fluid, transmission fluid, and other petroleum products, all of which constitute hazardous materials; and

**WHEREAS,** \_\_\_\_\_ designates EF Recovery as its designated administrative agency and representing authority establishing claim on behalf of the agency; and

**Whereas,** \_\_\_\_\_ must appoint those in oversight of recovering data pertinent to filing a claim for loss of time and supplies, reasonable administrative and processing costs will be included. These costs will be affixed to the total loss of the claim that shall be paid by the liable party causing said claim.

**NOW, THEREFORE, BE IT RESOLVED** by the governing board of \_\_\_\_\_ to implement a Cost Recovery Program pursuant to California Vehicle Code: 17300 and any other statutes that allow cost recovery from responsible parties.

Logged In As: rjoyce - [Logout](#)

Account #: 10102-000-001

[Claims](#)

[Rates Tables](#)

[Claim Templates](#)

Edit the fields below as necessary, when done simply press Save Changes.

[Rate Tables](#)

- [False Alarm](#)
- [Inspection](#)
- [Labor](#)
- [Personnel](#)
- [Tasks Performed](#)
- [Equipment](#)
- [Consumables](#)

Equipment Items

<input type="checkbox"/> Description	ID	Claim Amount (per hour)
<input type="checkbox"/> Chain Saw		\$ 23.00
<input type="checkbox"/> Combi Rescue Tool		\$ 40.00
<input type="checkbox"/> Command Vehicle		\$ 75.00
<input type="checkbox"/> Cutter Rescue Tool		\$ 40.00
<input type="checkbox"/> Generator		\$ 50.00
<input type="checkbox"/> Hydraulic Ram		\$ 40.00
<input type="checkbox"/> K-12 Rescue Saw		\$ 38.00
<input type="checkbox"/> Power Unit for Rescue Tools		\$ 40.00
<input type="checkbox"/> PPV Fan		\$ 35.00
<input type="checkbox"/> RAE 4 Gas Monitor		\$ 25.00
<input type="checkbox"/> Rescue Squad		\$ 75.00
<input type="checkbox"/> Rescue Struts		\$ 42.00
<input type="checkbox"/> Rope Rescue Equipment		\$ 125.00
<input type="checkbox"/> Rope Rescue Gear		\$ 125.00
<input type="checkbox"/> SCBA		\$ 10.00
<input type="checkbox"/> Spreader Rescue Tool		\$ 40.00
<input type="checkbox"/> Type I Pumper		\$ 150.00
<input type="checkbox"/> Type I Water Tender		\$ 130.00
<input type="checkbox"/> Type II Pumper		\$ 130.00
<input type="checkbox"/> Type III Pumper		\$ 110.00
<input type="checkbox"/> Utility Vehicle		\$ 75.00

Delete Selected

Add Equipment Item

Description	ID	Claim Amount	<input type="button" value="Add Item"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	



Before You Visit This Site..

We've updated our extension with two new features:

Isolation Mode - Provides additional protection when visiting risky websites that may contain malware or browser

Logged In As: rjoyce - [Logout](#)

Account #: 10102-000-001

[Claims](#)

[Rates Tables](#)

[Claim Templates](#)

Edit the fields below as necessary, when done simply press Save Changes.

[Rate Tables](#)

- [False Alarm](#)
- [Inspection](#)
- [Labor](#)
- [Personnel](#)
- [Tasks Performed](#)
- [Equipment](#)
- [Consumables](#)

Consumable Items

<input type="checkbox"/> Product Name	Unit of Measure	ID/SKU	Claim Amount
<input type="checkbox"/> 5 Gal Buckets			\$ 5.00
<input type="checkbox"/> 55 Gal Drums			\$ 25.00
<input type="checkbox"/> Absorbant Pads	Each		\$ 2.00
<input type="checkbox"/> Amerizorb	Bag		\$ 29.00
<input type="checkbox"/> Caution Tape	Other	Per Foot	\$ 1.00
<input type="checkbox"/> Chainsaw Chain	Each		\$ 95.00
<input type="checkbox"/> Class A Foam	Gallon		\$ 25.00
<input type="checkbox"/> Class B Foam	Gallon		\$ 40.00
<input type="checkbox"/> K-12 Diamond Blade	Each		\$ 250.00
<input type="checkbox"/> Medical Gloves	Pair		\$ 5.00
<input type="checkbox"/> Padlock			\$ 7.00
<input type="checkbox"/> Plug-n-Dyck 1Pound Container			\$ 40.00
<input type="checkbox"/> Police Report Gathering			\$ 20.00
<input type="checkbox"/> Road Flares	Each		\$ 5.00
<input type="checkbox"/> Structure Hose 1-3/4 x 50'	Each		\$ 300.00

Delete Selected

Import Default Items

Add Custom Product

Product Name	UOM	ID/SKU	Claim Amount	
	Each			Add Product

Save Changes

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Before You Visit This Site..

We've updated our extension with two new features:

Isolation Mode - Provides additional protection when visiting risky websites that may contain malware or browser

## VERBAL

Election of Officers for 2019 Calendar Year: (Effective December 20, 2018)

1. President
2. Vice President
3. Secretary / Treasurer / Clerk

### INFORMATION:

*Board Policy and Procedure Manual / Handbook*

**5010.5** Annual Organizational Meeting. *The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will elect a President, Vice President and Clerk from among its members to serve during the coming calendar year, and will appoint the General Manager as the Board's Secretary and District's Treasurer.*