



# LAKE SHASTINA

## COMMUNITY SERVICES DISTRICT

Regular Meeting  
Wednesday, May 18, 2011 – 5:00 p.m.  
Administration Building

### MINUTES

#### CALL TO ORDER:

LSCSD Board Roll Call: Cupp ✓ Moller ✓ Murphy ✓\* Roths ✓ Wetter ✓

\* Dir. Murphy was seated during Agenda Item 5.

Also present were GM McCarthy, SAC Nelle, PC Alves, Interim FC Paulus and AA Charvez. There were approximately 12 people in the audience.

#### CLOSED SESSION:

1. A. Personnel (Gov. Code Section 54957): General Manager Evaluation: The Board gave the General Manager an evaluation.
- B. Personnel (Gov. Code Section 54957): Fire Chief Position: The Board discussed the Fire Chief Position; no action taken.

**Motion by Dir. Moller second by Dir. Roths to adjourn Closed Session at 5:02 p.m.**

**Ayes: Directors Cupp, Moller, Roths and Wetter**

**Noes: None**

**Absent: None**

REGULAR MEETING: called to order at 5:08 p.m.

PLEDGE OF ALLEGIANCE: Pres. Wetter led the Pledge of Allegiance.

PUBLIC COMMENTS: Charlie Gunn (thanked Police Department regarding response to call and animal control).

CONSENT CALENDAR: Items 2.B. and 2.E. removed from Consent.

2. A. Approval of Minutes: Regular Meeting April 20, 2011 and Special Meeting May 2, 2011
- B. Ratification of Disbursements: April 1 to April 30, 2010: Items removed from Consent. Pres. Wetter requested that a column be added to the disbursements report showing the department(s) charged for each expense.
- C. Budget Comparison FY 2010/2011 YTD
- D. LAIF Quarterly Report
- E. Special District Risk Management Authority's Multi-Program Discount: Item removed from Consent. The Board and staff discussed.

**Motion by Dir. Moller second by Dir. Roths to approve Consent Calendar, as amended.**

**Ayes: Directors Cupp, Moller, Roths and Wetter**

**Noes: None**

**Absent: None**

**Motion by Dir. Moller second by Dir. Roths to approve balance of Consent Calendar (Item 2.B. and 2.E.).**

**Ayes: Directors Cupp, Moller, Roths and Wetter**

**Noes: None**

**Absent: None**

#### PUBLIC HEARING:

3. COPS Grant (FY 2011/2012) Expenditure Plan: Public Hearing and consideration of approval of expenditure plan: Pres. Wetter opened the Public Hearing at 5:18 p.m. for the expenditure proposal of COPS Grant to fund the Community Services Officer position and one Patrol Officer position through the FY 2011/2012 grant year. The Board and staff discussed. Comments were received from the audience. Pres. Wetter closed the Public Hearing at 5:24 p.m.

**Motion by Dir. Cupp second by Dir. Roths to adopt Resolution 4-11, approving COPS Grant Expenditure Plan to fund Police Department personnel (one Community Services Officer and one Patrol Officer), equipment and training expenditures for the FY 2011/2012 grant year as outlined in Summary Report and Proposal from PC Alves dated May 12, 2011.**

**Ayes: Directors Cupp, Moller, Roths and Wetter**

**Noes: None**

**Absent: None**

4. Public Hearing and consideration of approval of FY 2011/2012 Operating Budget: Pres. Wetter opened the Public Hearing at 5:25 p.m. GM McCarthy gave a summary of the proposed budget. There were no public comments. Pres. Wetter closed the Public Hearing at 5:43 p.m.

**Motion by Dir. Moller second by Dir. Cupp to adopt Resolution, 5-11 approving FY 2011/2012 Operating Budget, as presented.**

**Ayes: Directors Cupp, Moller, Roths and Wetter**  
**Noes: None**  
**Absent: None**

DISCUSSION / ACTION ITEMS:

5. Consideration of appointment to fill vacant Board Member seat: Pres. Wetter stated that notices for the Director vacancy were posted and that he was aware of one candidate who had already been verified by the County Clerk as an eligible candidate. Gayle Wetter nominated Errol Murphy to fill the position. No other names were presented to the Board. Dir. Moller stated that she was unaware that notices had been posted and that the Board would be ready to fill the position at this meeting.

**Motion by Dir. Roths second by Dir. Cupp to appoint Errol Murphy to fill Board Member vacancy – term through December 7, 2012.**

**Ayes: Directors Cupp, Roths and Wetter**  
**Noes: Director Moller**  
**Absent: None**

GM McCarthy administered the Oath of Office for Errol Murphy. Dir. Murphy was seated.

6. Fire Department: monthly report: Interim FC Paulus updated the Board on Fire Department activities.
7. Police Department: monthly report: PC Alves updated the Board on Police Department activities.
8. Wastewater Ponds: update: GM McCarthy reported that bid documents are being worked on for the new sewer ponds. The District is waiting for the Water Board's response regarding the liner design for the new ponds.
9. LSPOA request for sign placement on CSD property: The Board reviewed the sign design provided by the LSPOA. Pres. Wetter stated that the LSPOA agreed they would be responsible for the sign, including maintenance.

**Motion by Dir. Moller second by Dir. Murphy to approve LSPOA's request for sign placement on CSD property.**

**Ayes: Directors Moller, Murphy and Wetter**  
**Noes: Directors Cupp and Roths**  
**Absent: None**

10. Review of proposals, CPA audit quotes were presented to the Board. The Board and staff discussed the options for the FY 2010/2011 audit.

**Motion by Dir. Moller second by Dir. Cupp to adopt Resolution 6-11, approving that the District enter into a one year contract for audit services with D.R. Watts Accountancy Corporation for the June 30, 2011 audit of the District's financials.**

**Ayes: Directors Cupp, Moller, Murphy, Roths and Wetter**  
**Noes: None**  
**Absent: None**

11. Administration Meeting Room: discussion regarding policy and rental fee: The Board directed staff to develop a draft policy, for Board consideration, regarding the use of the Administration Meeting Room; policy to include rental fees.
12. Water Safety Program: request for reimbursement of signs: Pres. Wetter asked that the Board consider paying the printing costs of brochures that will be distributed at the Sheriff Department Water Safety Program on May 28, 2011 at the Lake Shastina public campground.

**Motion by Dir. Cupp second by Dir. Roths to approve paying for the printing costs for the Water Safety Program brochure; up to \$125 from the General Fund.**

**Ayes: Directors Cupp, Moller, Murphy, Roths and Wetter**  
**Noes: None**  
**Absent: None**

BOARD MEMBER COMMENTS: Dir. Cupp (Garden Club Hoy Park landscaping)

ADJOURNMENT:

**Motion by Dir. Cupp second by Dir. Murphy to adjourn meeting at 7:01 p.m. to Regular Meeting on June 15, 2011 at 5:00 p.m. (Closed Session at 4:00 p.m.)**

**Ayes: Directors Cupp, Moller, Murphy, Roths and Wetter**

**Noes: None**

**Absent: None**

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

\_\_\_\_\_  
Tom Wetter, President

ATTEST:

\_\_\_\_\_  
John McCarthy, District Secretary