



McCloud Community Services District

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REGULAR MEETING OF THE BOARD OF DIRECTORS

SCOUT HALL - 405 E. COLOMBERO DRIVE

September 13, 2021 at 6:00 PM

AGENDA

The McCloud Community Services District welcomes you to this meeting. This agenda contains brief general descriptions of each item to be considered at this meeting by the Board of Directors. If you wish to speak on an item on the agenda, you will be provided the opportunity to do so prior to consideration of the item by the Board. If you wish to speak on an item that is not on the agenda, you are welcome to do so during the Public Comment portion of the meeting. Persons addressing the Board will be asked to step up to the podium and will be limited to three minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board. When addressing the Board, please state your name for the record prior to providing your comments. Please address the board as a whole through the President. Comments to individual Board members or staff are not permitted.

All documentation supporting the items on this agenda are available for public review in the District office, 220 W. Minnesota Avenue, McCloud CA 96057, during normal business hours of 9:00 a.m. to 12noon and 1:00 pm to 4:00 p.m. Monday through Friday.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the District office 48 hours prior to the meeting at (530) 964-2017.

1. Call to Order

2. Pledge of Allegiance

3. Approval of Minutes:

A. Discussion/action regarding approval of the minutes of the Regular Meeting of August 23, 2021

B. Discussion/action regarding approval of the minutes of the Special Meeting of August 26, 2021

4. Announcement of Events:

5. Communications:

6. Reports:

A. General Manager-Verbal report on grant funding opportunities

B. Finance Officer- no report

C. Fire Chief

D. Public Works Superintendent- Verbal report

E. Directors

F. Committees

7. Consent Agenda:

A. Approval of Expenses in the amount of \$6,253.77

B. Approval of Expenses in the amount of \$5,900.00

C. Approval of Expenses in the amount of \$33,689.90

8. Old Business:

- A. **Discussion/possible action** regarding the second reading of MCSD Policy 7000 Fire Department Membership
- B. **Discussion/possible action** regarding the second reading of MCSD Policy 7030 Fire Vehicle Operations
- C. **Discussion/possible action** regarding the second reading of MCSD Policy 3435 Debt Management
- D. **Discussion/possible action** regarding the Staff Report for Ordinance Amending Ordinance 27- Rules and Regulations Relating to Water Service.
- E. **Discussion/possible action** regarding the first reading of Proposed Ordinance No. 29 Amending Ordinance No. 27- Rules and Regulations Relating to Water Service.
- F. **Discussion/possible action** regarding approval of first reading of Revised Ordinance 27 - Rules and Regulations Relating to Water Service.
- G. **Discussion/possible action** regarding approving funding source to cover the associated cost of equipment rental and equipment operator to protect the Upper Elk waterline crossing Mud Creek.

9. New Business:

- A. **Discussion/possible action** regarding Resolution No. 6
A resolution of the Board of Directors of the McCloud Community Services District adopting policy 3435 Debt Management.
- B. **Discussion/possible action** regarding Purchasing 2008 Chevy Tahoe for the Fire Department with specifically donated funding.
- C. **Discussion/possible action** regarding accepting the FEMA - SAFER (Staffing for Adequate Fire and Rescue Response) grant for \$460,000.00
- D. **Discussion/possible action** regarding the first reading of MCSD Policy 4060 Committees of the Board of Directors

10. Public Comment: This time is provided to receive information from the public regarding issues that **do not** appear on the agenda (persons addressing the Board will be asked to step up to the podium and will be limited to three minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board).

11 Adjourn

MCSD Mission Statement

McCloud Community Services District will strive to provide the full range of municipal services, at a reasonable cost applied consistently to all customers, while maintaining a healthy infrastructure and environmental integrity.

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS August 23, 2021

A regular meeting of the Board of Directors of the McCloud Community Services District was called to order at 6:01 p.m. at the Scout Hall. All Five Directors (Rorke, Zanni, Hanson, Richey, Young) were present, as were Finance Officer, Mike Quinn, Fire Chief, Charlie Miller and Board Secretary, Andrea Mills. General Manager, Amos McAbier, Public Works Superintendent, Richie Fessler were absent

1. **Call to Order**
- 2.
3. **Pledge of Allegiance**
4. **Approval of Minutes**
 - A. **Discussion/action** regarding approval of the minutes of the Regular Meeting of August 9, 2021.
C. Richey made a motion to approve the minutes of the Regular Meeting of August 9, 2021, with a correction to the location of the Special Meeting of the 26th at the High School Gym; seconded by R. Zanni. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)
 - B. **Discussion/action** regarding approval of the minutes of the Emergency Meeting of August 12, 2021.
C. Richey made a motion to approve the minutes of the Emergency Meeting of August 12, 2021; seconded by R. Zanni. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)
4. **Announcement of Events:** *None*
5. **Communications:**
 - A. Correspondence from Michael Worthington Jr.
 - B. Correspondence from Ken Roseberry
Numerous community members commented on the ambulance donation that was declined by Board and the need for a replacement in the near future. Also mentioned was the potential of water meters in McCloud's future.
6. **Reports:**
 - A. General Manager- No report
 - B. Finance Officer- *Mike Quinn went over the end of year financial statement and gave an update on the CalPERS rate increase and options for different health insurance for current employees.*
 - C. Fire Chief- No report
 - D. Public Works Superintendent- No report
 - E. Directors- *None*
 - F. Committees- *Old McCloud Court House Project Committee will meet Thursday at 4:30*
7. **Consent Agenda:**
 - A. Approval of Expenses in the amount of \$2,962.79
C. Richey made a motion to approve the expenses in the amount of \$2,962.79; seconded by C. Young. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)

8. Old Business:

A. Discussion/possible action regarding the approval of the 2021-2022 Proposed Final Budget

A. MCSD Resolution No. 4, 2021

C. Richey made a motion to approve the 2021-2022 Proposed Final Budget and MCSD Resolution No. 4, 2021 with changes to the Fire Department workers compensation amounts; seconded by R. Zanni. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)

B. Discussion/possible action regarding approval of the amended MCSD Salary Schedule

A. MCSD Resolution No. 5, 2021

R. Zanni made a motion to approve the MCSD Salary Schedule and MCSD Resolution No. 5, 2021 with a change to the General Managers Salary; seconded by C. Richey. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)

9. New Business:

A. Discussion/possible action regarding MCSD Policy 7000 Fire Department Membership

C. Richey made a motion to approve the first reading of MCSD Policy 7000 Fire Department Membership; seconded by C. Young. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)

B. Discussion/possible action regarding the first reading MCSD Policy 7030 Fire Vehicle Operations

R. Zanni made a motion to approve the first reading MCSD Policy 7030 Fire Vehicle Operations to include California Vehicle Code 21055; seconded by C. Young. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)

C. Discussion/possible action regarding the first reading of MCSD Policy 3435 Debt Management

C. Young made a motion to approve the first reading of MCSD Policy 3435 Debt Management; seconded by M. Rorke. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)

D. Discussion of remaining amounts in Fire Camp Fund and Reserves

E. Discussion/possible action regarding the approval of the Siskiyou County Tax Statements

C. Young made a motion to approve the Siskiyou County Tax Statements; seconded by M. Rorke. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)

10. Public Comment: This time is provided to receive information from the public regarding issues that **do not** appear on the agenda (persons addressing the Board will be asked to step up to the podium and will be limited to three minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board).

Public comment was made regarding adding grant information to the next agenda. Grants are possibly available to help with drought relief that could benefit McCloud.

Comment was also made regarding modular cogeneration and how it may help our forest and community.

The process of getting things accomplished within the MCSD meetings and committee meetings.

11. Public Comment: This time is provided to receive information from the public regarding issues that **do** appear on the closed session agenda.

12. Adjourn open session at 7:51 PM

13. Convene a Closed Session:

A. Convene a Closed Session Pursuant to California Government Code §54956.9(b) – Threatened Litigation.

B. Convene a Closed Session Pursuant to California Government Code §54956.9(b) – Threatened Litigation.

14. Reconvene open session at 8:09 and announce that there was no action taken on items A or B in closed session.

15. Adjourn at 8:09 PM

Catherine Young/President of the Board

Andrea Mills/Secretary of the Board

**MINUTES OF A
SPECIAL MEETING OF THE BOARD OF DIRECTORS
McCloud Fire Department- Town Hall
August 26, 2021**

A Special meeting of the Board of Directors of the McCloud Community Services District was called to order at 6:00 p.m. at the McCloud High School Gym. Five Directors (Richey, Hanson, Young, Zanni, Rorke) were present. Also, present were General Manager Amos McAbier, Public Works Superintendent Richie Fesler, Fire Chief Charlie Miller, Finance Officer Mike Quinn, and District Secretary Andrea Mills.

1. Call to Order at 6:00 PM

2. Discussion regarding the Future Direction and Planning for the McCloud Volunteer Fire Department

This was a Town Hall Style Meeting regarding the future direction of the McCloud Fire Department including funding, staffing and services. No legislative action was taken.

3. Public Comment: This time is provided to receive information from the public regarding issues that **do not** appear on the agenda (persons addressing the Board will be asked to step up to the podium and will be limited to three minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board).

4. Adjourn at 8:31 PM

Catherine Young/President of the Board

Andrea Mills/Secretary of the Board

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **August**

Year: **2021**

Member Information

Total Department members including Auxiliary: 31	New Members: 1
Total Firefighters: 13	Active: 9 Inactive: 4
Total Auxiliary: 18	Active: 7 Inactive: 11
Total Paramedics: 3	Active: 1 Inactive: 2
Total EMT's: 3	Active: 3 Inactive: 0
Members Resigned: 0	Members Terminated: 0 Members on Leave of Absence: 1

PERSONNEL	COUNT	PERCENTAGE
<u>Borden, Jack</u>	3	9.38 %
<u>Borden, Terry</u>	1	3.13 %
<u>Dewitt, Joe</u>	3	9.38 %
<u>Fay, Dan P</u>	9	28.13 %
<u>Girard, Nate</u>	1	3.13 %
<u>Gray, Jeff</u>	4	12.50 %
<u>Gray, Jessie</u>	5	15.63 %
<u>Masciola, Bob</u>	7	21.88 %
<u>Masciola, Nathan</u>	3	9.38 %
<u>McAbier, Amos</u>	1	3.13 %
<u>Memmer, Jettus</u>	6	18.75 %
<u>Miller, Cindy Ann</u>	11	34.38 %
<u>Miller, Darrell "Charlie"</u>	30	93.75 %
<u>Sager, Donna</u>	1	3.13 %
<u>Tolosano, Peter</u>	1	3.13 %
<u>Vogus, Trenton</u>	2	6.25 %
<u>Worthington, Michael C</u>	1	3.13 %
Sum of Individual Responses	89	
Total Incidents for Date Range	32	

Volunteer notes: We welcome Bruce French to the roster as an auxiliary member, major incident responder and future ambulance driver. Bruce is a longtime resident of McCloud and former MCSD General Manager. Bruce has a strong background in communications, technical rope systems and search/rescue techniques.

Explorers: NOTHING TO REPORT

Explorer notes: Parker Girard was injured in June (outside of the Fire Department) and could not respond or train for the month of July. Soda/Water fundraiser continues.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **August**

Year: **2021**

CHIEF 1700

Darrell "Charlie" Miller (EMT-P)

ASST. CHIEF/OPERATIONS 1701

Trenton Vogus (Firefighter/EMT 1)

ASST. CHIEF/EMS DIRECTOR 1702

Kirk Thomsen (Firefighter/EMT -P)

DIV CHIEF/TRAINING OFFICER 1705

Nate Girard (Firefighter/EMT)

FIRE CAPTAIN 1706

Stephen Richardson (EMR Student)

FIRE LIEUTENANT 1708

Ben Garcia (Auxiliary/Engine Driver)

RESCUE/EMS LIEUTENANT 1709

Terry Borden

FIRE FIGHTER'S / EMT'S

Jack Borden (FF/EMT-1)

Mike Worthington (FF/EMT-1)

Cindy Miller (FF/EMT-1)

Jettus Memmer (FF/EMR)

Nathan Masciola (FF/1st Responder)

Joe Dewitt (FF/EMR)

Auxiliary/Non-Firefighters, Drivers & Support Staff

Peter Tolosano
(Battalion Chief 1710)

Donna Sager
(Battalion Chief 1711)

Amos McAbier (Wildland FF)
(Engine Driver)

Bryce Estes
(EMT-P)

Jessie Gray (Wildland FF)
(Ambulance Driver)

Illa Garcia
(Engine Driver)

Dan Fay (Wildland FF)
(Ambulance Driver)

Jeff Gray
(Engine Driver)

Bobby Martin
(Engine Driver)

Elizabeth Buckley
(EMT Trainee)

Bob Masciola
(Ambulance Driver)

Richie Fesler
(Engine Driver)

Ulianna Roseberry
(EMR Student)

Sandy Borden
(EMT 1)

Jerry Glynn
(Engine Driver)

Matt Dalleske

David Wolfe

Bruce French

Explorers

Parker Girard

Jaden Quiring

Merlin Huddleston

**Highlighted personnel are trained and currently qualified
for interior structural firefighting.**

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **August** Year: **2021**

Total Calls for Service: 32

Total Z.I.B. Calls: 2

Fire Calls

Total Fires: 2 Structure: 0 Vegetation: 1 Vehicle Fires: 0 Nuisance: 1
 In Town: 0 Mutual Aid/Auto Aid: 2 Z.I.B. Area: 0

Fire Notes: 1 Initial Attack to Wildland Fire West of McCloud near Snowman’s Summit.

Medical Calls

Total Medical Calls: 19 (includes traffic collisions) Traffic Collisions: 1 Non-Injury: 2
 Transported by Medic 17: 16 Paramedic Intercept: 0
 Transported by MSAS: 0 Non-Transport: 3 BLS: 4 ALS: 14
 In Town: 11 Mutual Aid/Auto Aid: 8 Z.I.B. Area: 1

Miscellaneous Calls

Total Miscellaneous Calls: 11
 HAZMAT: 0 Lift Assist: 1 Public Assist (other): 9
 Rescue Calls: 0 Smoke Check: 1 Alarm Sounding: 1
 In Town: 5 Mutual Aid/Auto Aid: 6 Z.I.B. Area: 1

Call notes: No calls were missed this month. Engine 1712 responded to the River Complex and the Antelope Fire. Engine 1712 assisted the USFS on Esperanza Rd and then was rolled into the Antelope Fire to assist.

INCIDENT TYPE	# INCIDENTS
100 - Fire, other	1
150 - Outside rubbish fire, other	1
320 - Emergency medical service, other	3
321 - EMS call, excluding vehicle accident with injury	14
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
551 - Assist police or other governmental agency	6
554 - Assist invalid	1
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	2
Total Incidents	32

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **August**

Year: **2021**

Station/Apparatus

Station 17-Fire Hall: Good condition, Ice machine (purchased by MCFA) was delivered. Painting project needs to be completed. Carpets need to be cleaned.

Unit 1700 (Chevy Tahoe): Unit received a full tune up and oil change by James. Responded to 2 Overhead assignments (Red Apple Fire in Washington and the Dixie Fire in Quincy) Rear brakes were replaced by the incident. FD purchased the parts.

Squad 1740: Good condition, nothing to report.

Medic 17: Good condition, nothing to report.

Engine 1711: Placed in service. Added necessary tools, radios etc. that were recycled from 1715 and existing station supplies.

Engine 1712: Good condition. Responded to 2 CA Fire Assistance Agreement (CFAA) fires. No damage or poor performance reported

Engine 1715: Good condition, Responded to 1 CFAA fire. No damage or poor performance reported.

Fire Department Drills

Thursday trainings were rescheduled for after fire season as several personnel were out on CFAA fires.

#1 Fire: (Thursday 6-10 pm)

Date: 8/05/2021 Topic: Wildland S130 Completion

#2 Fire: (Thursday 6-10 pm)

Date: 8/12/2021 Topic: Engine 1711 familiarization

Bus. Mtg: (Thursday 6-10 pm)

Date: 8/19/2021 Business Covered: Cancelled due to incidents

#3 Fire: ((Thursday 6-10 pm)

Date: 8/26/2021 Topic: Cancelled due to Special CSD Board Meeting.

Training Notes: Dan Fay responded to River Complex as a Radio Technician Trainee.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **August**

Year: **2021**

Community Involvement: Approached by countless concerned citizens over the ambulance donation that was not accepted by the MCSD Board. FD Administration assisted the Antelope Fire Incident Command Team with a community meeting at the high school. FD Admin attended all Antelope Fire Cooperators Meeting until our engines were assigned to the incident. Department personnel assisted the Chamber of Commerce and McCloud Fireman’s Association at the Chambers Car Show and Shine.

Ordinance 28 Issues: None this month.

Billing: Billing for all possible revenue continues.

EF Recovery: None.

Billed (FY 20/21): \$3,232.10

Received (FY 20/21): \$1404.75

EF Recovery Accounts Receivable: \$1827.35 - \$89.54 for denied claim= \$1737.81

Calfire: None.

USFS: None.

CA Office of Emergency Services (CA OES)/CA Fire Assistance Agreement (CFAA):

Red Apple Fire: Peter Tolosano in C1700 vehicle (Branch Director).

Dixie Fire: Peter Tolosano in C1700 vehicle Branch Director).

River Complex: Dan Fay in personal vehicle (Radio Tech Trainee), Donna Sager in U1700 vehicle (Radio Tech), Engine 1712 (Structure Protection).

Antelope Fire: Engine 1712 (Patrol and fire attack), Engine 1715 (Esperanza Masticating project and then patrol and mop up).

Projected Profit/Loss for August CFAA/OES Assignments

Fuel Costs	To be determined	Employee Costs	97,022.06
Apparatus Revenue	\$112,317.50	Employee Revenue	\$138,203.32
10% Admin Fee	\$11,231.75	10% Admin Fee	\$13, 820.33
Total Apparatus Revenue	\$123,549.25	Total Employee Revenue	\$275572.90

Total (Gross) Revenue (prior to employee & fuel costs): \$275,572.90 by CA OES contract.

Net CFAA/OES Revenue for August: \$137,369.58 (depending on fuel costs and OES reimbursement rates). **We project over \$135,000.00 direct revenue generated for the department on major incidents for the month of August.**

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **August**

Year: **2021**

Medical Billing:

July Wittman Enterprises Billing Report (Wittman Reports run 1 month behind)

INVOICE 2107028

TO: McCloud Community Service District
FROM: Wittman Enterprises, LLC
DATE: August 13, 2021
FOR: Billing Services Performed in July 2021

Gross Collections	\$	8,110.94
Less Refunds	\$	-
Net Collections	\$	8,110.94

Fee Based on 8% of Net Collections	\$	648.88
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CURRENT MONTH BALANCE: \$ 648.88

Prior month (June) balance: \$ 596.40

TOTAL AMOUNT: \$ 1,245.28

Fiscal Year 20/21 Whitman Enterprises Billing Report

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	COLL ADJ	NET PAYMENTS	BAD DEBT WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
AUGUST '20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ 12,616.25
SEPTEMBER '20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,890.00	\$ -	\$ -	\$ 3,890.00	\$ -	\$ -	\$ 8,726.25
OCTOBER '20	\$ 5,244.00	\$ 2,573.94	\$ 911.00	\$ -	\$ 1,759.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,485.31
NOVEMBER '20	\$ 16,861.00	\$ 5,432.20	\$ 911.00	\$ -	\$ 10,517.80	\$ 526.26	\$ -	\$ -	\$ 526.26	\$ -	\$ -	\$ 20,476.85
DECEMBER '20	\$ 35,072.00	\$ 9,937.01	\$ 7,966.78	\$ -	\$ 17,168.21	\$ 2,289.82	\$ -	\$ -	\$ 2,289.82	\$ -	\$ -	\$ 35,355.24
JANUARY '21	\$ 52,398.40	\$ 11,968.26	\$ 13,104.20	\$ -	\$ 27,325.94	\$ 1,217.73	\$ -	\$ -	\$ 1,217.73	\$ -	\$ -	\$ 61,463.45
FEBRUARY '21	\$ 4,969.90	\$ (89.87)	\$ 2,486.38	\$ -	\$ 2,573.39	\$ 4,409.43	\$ -	\$ -	\$ 4,409.43	\$ -	\$ -	\$ 59,627.41
MARCH '21	\$ 9,571.40	\$ 2,333.92	\$ 8,117.45	\$ -	\$ (879.97)	\$ 11,142.07	\$ -	\$ -	\$ 11,142.07	\$ -	\$ -	\$ 47,605.37
APRIL '21	\$ 24,609.80	\$ 9,112.03	\$ 1,045.04	\$ -	\$ 14,452.73	\$ 5,255.35	\$ -	\$ -	\$ 5,255.35	\$ 4,087.50	\$ -	\$ 52,715.25
MAY '21	\$ 22,964.20	\$ 9,768.90	\$ 4,265.01	\$ -	\$ 8,930.29	\$ 5,110.50	\$ 600.12	\$ -	\$ 4,510.38	\$ -	\$ -	\$ 57,135.16
JUNE '21	\$ 16,181.60	\$ 4,577.59	\$ 3,578.32	\$ -	\$ 8,025.69	\$ 7,455.00	\$ -	\$ -	\$ 7,455.00	\$ -	\$ -	\$ 57,705.85
JULY '21	\$ 23,780.75	\$ 9,805.84	\$ 76.07	\$ -	\$ 13,898.84	\$ 8,110.94	\$ -	\$ -	\$ 8,110.94	\$ -	\$ -	\$ 63,493.75
YEAR TO DATE TOTALS	\$ 211,653.05	\$ 65,419.82	\$ 42,461.25	\$ -	\$ 103,771.98	\$ 49,507.10	\$ 600.12	\$ -	\$ 48,906.98	\$ 4,087.50	\$ -	
YTD PERCENTAGE OF REVENUE		30.91%	20.06%	0.00%	49.03%	23.39%	0.28%	0.00%	23.11%	1.93%	0.00%	
YTD PERCENTAGE OF NET REVENUE									47.13%			
Average Charges per month	\$ 17,637.75											
Average Payments per month	\$ 4,125.59											

Outstanding Accounts Receivable as of July 30, 2021: \$63,491.75

June and July 2021, direct department revenue: \$15,565.94. Total Collection Invoice \$1,245.28. Total Net Revenue: \$14,302.66

**JULY: Amount Charged: \$13,898.84 Amount Received: \$8110.94
58.35% Recovery Rate Total Net Revenue: \$7,462.06.**

Note: National recovery rate for EMS providers is less than 50%

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **August**

Year: **2021**

General Message:

Another busy month with multiple major wildfires in the county. FD Administration is working hard on revenue generation. Siskiyou County CSA 3 contract negotiations (asking to increase our annual stipend from \$11,000.00 to \$25,000.00 to match Mount Shasta Ambulances contract) continue but are slowed due to wildfires.

Our winter and spring wildland training seems to have been effective. 9 personnel were assigned to differing jobs on CFAA fires that produce revenue for the department.

The MCSD Special Board Meeting with the community was a great success as over 100 people were in attendance to offer comments and questions about the fire departments future goals. See attachment.

At no times during July was the town of McCloud unstaffed or without a fire engine that was ready to respond. The donation of Engine 1711 has had a huge impact on our response capabilities in an around town. Engine 1715 was moved to reserve status, allowing us to be able to assist the USFS with a project to protect town and our neighbors in the Mt Shasta Forest Properties without stripping town of engines. This project became supported by the Antelope Fire and 1715 was assigned with a crew of 3 to the fire for the remainder of August.

We continue to seek ways to save money as well. Work on putting 1711 in service was done exclusively in house with donations from other departments Mount Shasta Fire District donated a fire radio and the McCloud Fireman's Association purchased equipment

Submitted By: *Darrell Miller* Darrell "Charlie" Miller

Date: 9/8/20

Welcome to
the MCS
Special Board
Meeting
Aug 26, 2021
6PM



1

Purpose of this meeting!

- To Ask what services the community/board want the fire department providing!
- Using this knowledge, we can begin to develop a Strategic Plan for short and mid range goals

2

Steps in a Strategic Plan

#1: What is our past?

"If you don't know where you've come from,
you don't know where you're going!"
Maya Angelou

3

McCloud FD History

- Established in 1890
 - Part of the McCloud River Lumber Company
- MCFD has provided ambulance service since the 1920's.
- 2 Line of duty deaths 1941 and

4

Current Administrative Staff

5

MCFD Administrative Staff

Charlie Miller Fire Chief
30 Years full time and volunteer fire/ems experience
Took over as Chief Aug 15, 2020

Trent Vogus Assistant Chief (Operations)
29 Years full time and volunteer fire/ems experience
Full Time Fire Captain CalFire

Kirk Thomsen Assistant Chief (EMS)
28 Years full time and volunteer fire/ems experience
Program Director at College of the Siskiyou's

Nate Girard Division Chief (Training)
28 Years full time and volunteer fire/EMS experience
Full time Battalion Chief Berkeley City FD

Cindy Miller Firefighter/EMT (Human Resources)
30 Years Administrative experience (CEO)

6

- ### Inherited Programs
- Fire Response (Mandatory by Federal law)
 - Monitored by the County Fire Warden
 - Rescue Response
 - Vehicle accidents etc.
 - Rescue call billing program (Not used)
 - Advanced Life Support (ALS) Ambulance
 - Permit suspended due to non-renewal.
 - Ambulance Billing Program (in disarray)
 - Explorer Post
 - Suspended due to non-renewal
 - National Fire Incident Reporting System
 - Non-existent (paper tracking system used for volunteer stipend points only).

7

Steps in a Strategic Planning Process

#2: *Where are we now?*

8

- ### Today (Programs)
- Fire Response (Mandatory by Federal law)
 - Very much improved
 - Several members are wildland and structure fire trained.
 - 1+ ever out of area long-term engine responses this fire season. (2 so far)
 - Rescue Response
 - Trained personnel for Vehicle accidents, water rescue as well as animal rescue
 - Rescue call billing program being utilized and billing every applicable call
 - Advanced Life Support (ALS) Ambulance
 - ALS Permit renewed and ambulance running.
 - Ambulance Billing Program (Under control and surveyed every month)
 - National Fire Incident Reporting System
 - Data for 2018 (partial) 2019, 2020, and 2021 is complete and updated on every incident
 - Student/Shift Firefighter Program
 - Will allow non-resident students and members of other departments work shifts at MCFD to gain experience
 - Not utilized yet.

9

- ### Inherited Equipment (Update)
- Engine 1712
 - Type 1 Fire Engine
 - 2007 Kenworth
 - Engine 1715
 - Type 1 Fire Engine
 - 1974 Mack
 - Engine 1713
 - Type 1 Fire Engine
 - 1946
 - Medic 17
 - Type 1 Ambulance
 - 2005 Chevrolet
 - Squad 1740
 - Rescue Vehicle
 - 2002 Dodge
 - C1700
 - Administrative vehicle
 - 2007 dodge

10

- ### Equipment Today (Update)
- Engine 1711
 - Type 1 Fire Engine
 - 2001 Pierce
 - Engine 1712
 - Type 1 Fire Engine
 - 2007 Kenworth
 - Engine 1715
 - Type 1 Fire Engine
 - 1974 Mack
 - Engine 1713
 - Type 1 Fire Engine
 - 1946 Federal
 - Medic 17
 - Type 1 Ambulance
 - 2005 Chevrolet
 - Squad 1740
 - Rescue Vehicle
 - 2002 Dodge
 - C1700
 - Administrative vehicle
 - 2000 dodge
 - Utility 17 (Formerly C1700)
 - Administrative vehicle
 - 2007 dodge

11

- ### Questions Going Forward
- Fire response is a “Mandatory Service”!
 - What fire response model does the town/board want?
 - What options are available?

12

Current Fire Response

- 5% of our calls
 - Structure Fires
 - Wildland Fires
 - Vehicle Accidents
 - Rescues

Most have some sort of EMS component

13

Questions Going Forward

- Fire response options
 - Stay the same?
 - Wildland Responses
 - Structure Fire Responses
 - Major Incident Overhead Assignments

14

Questions Going Forward

- Fire response options
 - Contract for Fire Service?
 - Mount Shasta Fire District?

15

Questions Going Forward

- Fire Response Options
 - Contract for Fire Service?
 - CalFire?
 - “Schedule A”
 - year-round coverage (minimum of three firefighters)
 - Amador
 - Outside of fire season

16

Questions Going Forward

- Fire Response Options
 - Increase our abilities?
 - Increase our wildland abilities to increase;
 - Fire response capabilities!
 - Overhead Assignments
 - Revenues! (this year 2021, well over \$110,000.00 so far)

17

MCFD Current EMS Services

- 95% of our call volume
 - Advanced Life Support (Transport=Billing)
 - 89% Paramedic Level
 - Basic Life Support (Transport=Billing)
 - 9% EMT Level
 - Non-Transport
 - 2% EMT or Paramedic Level
 - Currently billing approx. \$8,500.00/month
 - Currently receiving approx. \$4075.58/month
 - 47.8% net which is 2.8% above the national average
 - CSA 3 Yearly Stipend \$11,000.00
 - Negotiating with Siskiyou County to raise to \$25,000.00/year
 - \$73,900.00 Anticipated Annual ambulance revenue

18

Questions Going Forward

- **EMS response Options**
 - **Allow Mount Shasta Ambulance to assume responsibility for McCloud responses.**
 - FD 1st response only.
 - MCFD would lose our 201 Rights.

19

What are 201 Rights?

Section 1797.201 of the CA Health and Safety Code states: *"Upon the request of a city or district that provided (as of June 1, 1980) prehospital emergency medical services, a county shall enter into a written agreement with the city or district regarding the provision of prehospital emergency medical services for that city or district.*

20

Questions Going Forward

- **EMS response options**
 - **Stay the same?**

21

Questions Going Forward

- **EMS response options**
 - **Increase our abilities?**
 - Hire a Full time Paramedic/Firefighter or 3 Part Time
 - **Increase our fleet to increase revenues?**
 - Back-up ambulance
 - Contract out for Fire standby at major incidents
 - \$1,000.00/day plus employee costs.
 - **Take over Ski Park responses/add an ambulance at the Ski Park.**

22

Budget

- **Let's Talk Revenue**
 - **MCS D Budget Total Projected FD Income for 21/22 FY**
 - \$252,678.00 (does not include major incident assignment revenue)
 - **Approximately \$120-125,000.00/Year Tax Revenues from Siskiyou County Property Taxes**
 - Measure T 2008 Special Tax Measure for Fire and Ambulance in McCloud.
 - **MCS D Administrative Costs (General Fund & Directors Allocation)**
 - \$106,728.00
 - **True MCFD Operating Budget \$145,950.00 for FY 21/22**

23

Questions?

- **Board**
- **Public**

24

What is a Strategic Planning Process

- *How do we get there?*

SMART Goals

25

Specific, Measurable, Achievable, Relevant, Time-based Goal Process (SMART)



26

GOALS

- Seek All Funding Opportunities
- Service Delivery Enhancements
- Invest in Infrastructure and Equipment
- Build Strong Internal and External Communications
- Assure member Health and Safety

27

* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
10172			1181 C & C Instructional Services	400.00								
			CA Swift River & Flood Rescue Technician									
			2021104 07/08/21 River & Flood Technician	400.00*			1040		402000	350		101000
			Total for Vendor:	400.00								
10262			460 DEPT. OF JUSTICE	64.00								
			July 2021 Fingerprint Apps									
			Jul2021 08/12/21 Fingerprint Apps	64.00*			1010		402000	392		101000
			Total for Vendor:	64.00								
10263			42 DON R ERICKSON OIL	245.56								
			Dyed Diesel Heating Oil									
			180344 08/03/21 Dyed Diesel 71 @ \$3.219	245.56*			1010		403000	420		101000
			Total for Vendor:	245.56								
10257			72 FIRST BANKCARD - DIRECTORS 1	28.94								
			Garden Hose for District Office									
			LOWES 07/11/21 100' Garden Hose for Dist Offi	28.94*			725109		403000	520		101000
			Total for Vendor:	28.94								
10256			69 FIRST BANKCARD - FIRE DEPT	652.24								
			Fire Department Supplies, Fees									
			Amazon 07/12/21 Radio holder, Alkaline Batteri	125.43*								
			Amazon 07/12/21 Cannon Refill Ink	7.50*								
			Amazon 07/20/21 Cell Phone Battery	27.58*			1040		403000	400		101000
			PayPal 07/20/21 SSVENSA EMR Application Fees	62.00*			1040		403000	410		101000
			Amazon 07/21/21 2 way radio antennas	50.47*			725061		402000	392		101000
			Amazon 07/23/21 Radio, Card Reader, Ppr Twls	171.30*								
			USPS 07/30/21 Shipment of Battery	10.10*			1040		403000	400		101000
			Bat Univ 08/03/21 Refund on Battery	-38.00*			725059		403000	520		101000
			Costco 08/04/21 Incident LED Lights	94.33*			725059		403000	520		101000
			Amazon 08/05/21 3 ring Binder, Pencil Pouches	12.86*			725145		403000	400		101000
			Costco 08/06/21 Incident LED Lite; Headlamps	128.67*			725058		403000	530		101000
			Total for Vendor:	652.24								

* Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
10271			1121 Jessie Gray	72.00								
			Live Scan Fee for SSYEMSA EMR									
			ExpReimb 07/23/21 Reimb-SSYEMSA Live Scan Fee	72.00*		725029	1040	402000		345		101000
			Total for Vendor:	72.00								
10258			396 JW WOOD	119.50								
			6"x7" Repair Clamp									
			R731863 08/03/21 6" x 7" Repair Clamp; 6"x12"	310.75*		725107	3000	403000		520		101000
			R733552 08/10/21 6" x 12" Returned for Credit	-191.25*		725107	3000	403000		520		101000
10269			396 JW WOOD	334.65								
			Repair Clamps 6"x7" & 6"x12" to replace Inventory									
			R733551 08/10/21 Repair Clamps 6"x7" & 6"x12"	334.65*		725110	3000	403000		520		101000
			Total for Vendor:	454.15								
10272			141 NAPA Mt Shasta	67.63								
			Hydraulic Hose with fittings for Mower									
			427-813958 07/07/21 Hydraulic Hose for Mower	67.63*		725112	1070	403000		520		101000
			Total for Vendor:	67.63								
10259			120 PACIFIC POWER - 001 7 FIRE	955.97								
			0017 07/16/21 Shop	71.88*			1010	403000		450		101000
			0017 07/16/21 Office	184.62*			1010	403000		450		101000
			0017 07/16/21 Library	70.90*			1080	403000		450		101000
			0017 07/16/21 Fire	628.57*			1040	403000		450		101000
			Total for Vendor:	955.97								
10260			124 PACIFIC POWER - 005 8 PARK	99.05								
			0058 07/16/21 Scout Hall-Area Light	14.46*			1070	403000		450		101000
			0058 07/16/21 Scout Hall-Area Light	3.62*			1010	403000		450		101000
			0058 07/16/21 HooHoo Field Lights	24.64*			1070	403000		450		101000
			0058 07/16/21 HooHoo Gazebo	16.34*			1070	403000		450		101000
			0058 07/16/21 Scout Hall	31.99*			1070	403000		450		101000
			0058 07/16/21 Scout Hall	8.00*			1010	403000		450		101000
			Total for Vendor:	99.05								

* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
10261	July Street Lights	126	PACIFIC POWER - 007 4 STREET	1,355.30					
	Jul2021 08/03/21 Street Lights			1,355.30*			1060 403000	450	101000
			Total for Vendor:	1,355.30					
10267	2 Tanks Oxygen & 2 tank rentals		1038 SCOTT VALLEY RESPIRATORY HOME	110.00					
	08/20/21 2 tanks Oxygen & 2 Tank Rental			110.00*			1040 402000	394	101000
			Total for Vendor:	110.00					
10270	Base Rock used in Water & Sewer		153 SOUSA READY MIX	899.00					
	1329378 07/14/21 Base Rock			449.50*			3000 403000	400	101000
	1329378 07/14/21 Base Rock			449.50*			2000 403000	400	101000
			Total for Vendor:	899.00					
10268	July Phone Services		255 VERIZON WIRELESS - MCSD	320.61					
	9885286362 08/01/21 Jul Cell Phones			120.03*			1010 402000	320	101000
	9885286362 08/01/21 Pws, On Call, & GM Phone			100.23*			1010 402000	320	101000
	9885286362 08/01/21 Fire Chief & Ambulance Pho			100.35*			1040 402000	320	101000
			Total for Vendor:	320.61					
10265	Aug Phone & Internet Service		116 VYVE - FIRE	92.72					
	Aug2021 08/02/21 Aug Phone & Internet Service			92.72*			1040 402000	320	101000
10266	Phone & Internet Service		116 VYVE - FIRE	137.14					
	Aug2021 08/02/21 Aug Phone & Internet Service			137.14*			1040 402000	320	101000
			Total for Vendor:	229.86					
10264	August Phone & Internet Service		117 VYVE - MCSD	299.46					
	Aug2021 08/02/21 Aug Phone & Internet Service			299.46*			1010 402000	320	101000
			Total for Vendor:	299.46					
			# of Claims	18					
			Total:	6,253.77					

MCCLLOUD COMMUNITY SERVICES DISTRICT
Fund Summary for Claims
For the Accounting Period: 8/21

Fund/Account	Amount
1010 GENERAL	
101000 Operating Cash	\$1,126.34
1040 FIRE	
101000 Operating Cash	\$2,193.02
1060 LIGHTS	
101000 Operating Cash	\$1,355.30
1070 PARKS	
101000 Operating Cash	\$155.06
1080 LIBRARY	
101000 Operating Cash	\$70.90
2000 SEWER	
101000 Operating Cash	\$449.50
3000 WATER	
101000 Operating Cash	\$903.65
Total:	\$6,253.77

The foregoing claims are approved for payment in the manner provided by Resolution #3, dated November 8, 1965."

Prepared by: Keith Anderson _____

Reviewed by: _____

Claims Total: \$6,253.77 _____

Signature #1 _____

Signature #2 _____

Signature #3 _____

Signature #4 _____

Signature #5 _____

* Over spent expenditure

Claim/	Check	Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
10294		1187	DEAN ADAMS	5,900.00								
			Equipment operator services to clear Elk/Mud Creek Flood									
		138749	09/07/21 Eq Op Svc-clear Elk/Mud Creek	5,900.00*			5002		402000		392	101000
			Total for Vendor:	5,900.00								
			# of Claims	1								
			Total:	5,900.00								

Fund/Account	Amount
5002 Mud Creek Restoration 101000 Operating Cash	\$5,900.00
Total:	\$5,900.00

The foregoing claims are approved for payment in the manner provided by Resolution #3, dated November 8, 1965."

Prepared by: Keith Anderson _____

Reviewed by: _____

Claims Total: \$5,900.00
Signature #1 _____

Signature #2 _____

Signature #3 _____

Signature #4 _____

Signature #5 _____

Invoice

SOLD TO <i>McCloud Community Service District</i>		SHIPPED TO <i>Dean Adams</i>	VIA
ADDRESS		ADDRESS <i>Po Box 985</i>	
CITY, STATE, ZIP		CITY, STATE, ZIP <i>McCloud Ca 96057</i>	
CUSTOMER ORDER NO.	SOLD BY <i>Excavator Operator</i>	TERMS <i>\$50/hr.</i>	F.O.B.
			DATE <i>9/7/21</i>

<i>Elk Springs water Line to Lower Elk / Mud Creek Flood. Dig out sand and boulders to save water line.</i>			
8/17			
<i>8/17</i>	<i>8 hrs</i>		<i>400 00</i>
<i>8/18</i>	<i>8 hrs</i>		<i>400 00</i>
<i>8/19</i>	<i>8 hrs</i>		<i>400 00</i>
<i>8/20</i>	<i>9 hrs</i>		<i>450 00</i>
<i>8/23</i>	<i>8 hrs</i>		<i>400 00</i>
<i>8/24</i>	<i>8 hrs</i>		<i>400 00</i>
<i>8/25</i>	<i>8 hrs</i>		<i>400 00</i>
<i>8/26</i>	<i>8 hrs</i>		<i>400 00</i>
<i>8/27</i>	<i>8 hrs</i>		<i>400 00</i>
<i>8/30</i>	<i>8 hrs</i>		<i>400 00</i>
<i>8/31</i>	<i>8 hrs</i>		<i>400 00</i>
<i>9/1</i>	<i>8 hrs</i>		<i>400 00</i>
<i>9/2</i>	<i>8 hrs</i>		<i>400 00</i>
<i>9/3</i>	<i>8 hrs</i>		<i>400 00</i>
<i>9/4</i>	<i>5 hrs</i>		<i>250 00</i>
		<i>Total -</i>	<i>\$ 5900 00</i>
<i>630 Gallon of Diesel</i>			

* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
10280	(3) Gear Bags, (1) Water Extinguisher	1016 ALLSTAR Fire Equipment, Inc. 234377 08/24/21 (3) FSS Style Gear Bags, Red 234377 08/24/21 (1) 2.5 Gal. Water Extinguisher	436.85 274.06* 162.79*	****	725193 725193	1040 403000 1040 403000	400 400	101000 101000
10297	Structure Fire Boots, Spanner Wrenches	1016 ALLSTAR Fire Equipment, Inc. 234525 08/31/21 Strctr Fir Boots, Spannr Wrnchs	260.62* 697.47	****	725146	1040 403000	400	101000
10277	August Drinking Water Monitoring	9 BASIC LABORATORY 2108325 08/23/21 August Drinking Water Monitor 2108446 08/26/21 (2) Colliform & E.coli Analyssi	448.80 372.00* 76.80*	****		3000 402000 3000 402000	392 392	101000 101000
10303	LOF Fire Cheve Tahoe; Window Repair Fire Cheve Tahoe	10 BAXTER AUTO PARTS ID-3802 08/10/21 Oil & Filter-Cheve Tahoe ID-4206 08/31/21 Grease for Mud Creek Equipmnt ID-4206 08/31/21 Power Window Repair-Tahoe Che	448.80 297.97 39.06* 57.10* 201.81*	****	725108 725114 725114	1040 403000 5002 403000 1040 403000	530 520 530	101000 101000 101000
10299	Aug Dump Fees	11 BLACK BUTTE TRANSFER STATION Aug 2021 09/03/21 Aug Dump Fees	297.97 4,473.00 4,473.00*	****		1090 405000	710	101000
10300	(Additional) July Dump Fees (Omitted from privious July Billing)	11 BLACK BUTTE TRANSFER STATION Jul 2021 09/03/21 (Addi'l July Dump Fees	547.41 547.41*	****		1090 405000	710	101000
10298	Annual Accounting Service and Support Fees	12 BLACK MOUNTAIN SOFTWARE 27165 09/01/21 Annual Act Svc & Support Fees	7,281.00 7,281.00*			1010 402000	396	101000
		Total for Vendor:	5,020.41					
		Total for Vendor:	7,281.00					

* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
10278		1018	BOUND TREE MEDICAL, LLC Needle Cricothyrotomy Kit	52.41								
		84177639	08/20/21 Needle Cricothyrotomy Kit	52.41*			1040	403000	400			101000
			Total for Vendor:	52.41								
			*** Claim from another period (8/21) ****	55.00								
10291		1185	Bruce French Reimburse Live Scan Fees-DMV Ambulance Driver	55.00*								
		SisCtyShrf	08/23/21 Live Scan Fees-DMV Amb Div	55.00*		724623	1040	402000	345			101000
			Total for Vendor:	55.00								
			*** Claim from another period (8/21) ****	1,225.78								
10295		277	CROSS PETROLEUM FUEL									
		CL11732	08/15/21 Fire Cheve Tahoe #11 8/03/21	44.44*			1040	403000	430			101000
		CL11732	08/15/21 Fire Cheve Tahoe #11 8/14/21	54.13*			1040	403000	430			101000
		CL11732	08/15/21 Park Truck 8/2/21 147,537 mi	62.85*			1070	403000	430			101000
		CL11732	08/15/21 Service Truck 8/5/21 66,610 m	127.29*			1010	403000	430			101000
		CL11732	08/15/21 Rear Loader 8/10/21 15,986 mi	124.07*			1090	403000	420			101000
		CL11732	08/15/21 Side Loader 8/3/21 18,687 mi	141.26*			1090	403000	420			101000
		CL11732	08/15/21 Side Loader 8/10/21 18,734 mi	70.02*			1090	403000	420			101000
		CL11732	08/15/21 Fire Command 1700 8/12/21	66.39*			1040	403000	430			101000
		CL11732	08/15/21 Fire Command 1700 8/15/21	66.58*			1040	403000	430			101000
		CL11732	08/15/21 Fire Medic 17 8/01/21 26,284m	58.40*			1040	403000	420			101000
		CL11732	08/15/21 Fire Medic 17 8/04/21 26,370m	45.47*			1040	403000	420			101000
		CL11732	08/15/21 Fire Medic 17 8/08/21	49.53*			1040	403000	420			101000
		CL11732	08/15/21 Fire Medic 17 8/15/21 26,545m	43.76*			1040	403000	420			101000
		CL11732	08/15/21 Fire Engine 1715 8/04/21	99.05*			1040	403000	420			101000
		CL11732	08/15/21 Fire Engine 1715 8/12/21	144.68*			1040	403000	420			101000
		CL11732	08/15/21 Fire Squad 1740 8/02/21	25.20*			1040	403000	420			101000
		CL11732	08/15/21 Fire Gas Can Squad 1740 8/5/2	2.66*			1040	403000	430			101000
			*** Claim from another period (8/21) ****	1,690.33								
10296		277	CROSS PETROLEUM Fuel									
		CL12114	08/31/21 Fire Cheve Tahoe #11 8/29/21	43.47*			1041	403000	430			101000
		CL12114	08/31/21 New Dump Truck 8/16/21 3,977m	122.13*			1010	403000	420			101000
		CL12114	08/31/21 Service Truck 8/18/21 66,718m	62.51*			1010	403000	430			101000
		CL12114	08/31/21 Silver Ford 8/14/21 79,166mi	80.93*			3000	403000	430			101000

* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
WA-Rdg	CL12114	08/31/21	Silver Ford 8/30/21 79,413mi	83.13*			3000 403000	430	101000
	CL12114	08/31/21	Rear Loader 8/24/21 16,122 mi	123.56*			1090 403000	420	101000
	CL12114	08/31/21	Rear Loader 8/31/21 16,218 mi	87.09*			1090 403000	420	101000
	CL12114	08/31/21	Side Loader 8/18/21 18,824 mi	83.12*			1090 403000	420	101000
	CL12114	08/31/21	Side Loader 8/24/21 18,911 mi	76.30*			1090 403000	420	101000
	CL12114	08/31/21	Fire Medic 17 8/25/21 26,672m	38.87*			1040 403000	420	101000
	CL12114	08/31/21	Fire Engine. 1712 8/17/21	33.21*			1040 403000	420	101000
	CL12114	08/31/21	Fire Engine 1712 8/18/21	8.47*			1040 403000	420	101000
	CL12114	08/31/21	Fire Engine 1712 8/24/21	83.97*			1041 403000	420	101000
	CL12114	08/31/21	Fire Engine 1712 8/25/21	69.82*			1041 403000	420	101000
	CL12114	08/31/21	Fire Engine 1712 8/26/21	151.18*			1041 403000	420	101000
	CL12114	08/31/21	Fire Engine 1712 8/27/21	113.95*			1041 403000	420	101000
	CL12114	08/31/21	Fire Engine 1712 8/28/21	97.32*			1041 403000	420	101000
	CL12114	08/31/21	Fire Engine 1712 8/29/21	140.94*			1041 403000	420	101000
	CL12114	08/31/21	Fire Engine 1712 8/30/21	91.66*			1041 403000	420	101000
	CL12114	08/31/21	Fire Engine 1712 8/31/21	67.38*			1041 403000	420	101000
	CL12114	08/31/21	Fire Squad 1740 8/18/21	31.32*			1040 403000	420	101000
			Total for Vendor:	2,916.11					
			*** Claim from another period (8/21) ***						
10279	Dyed Diesel	@ \$3.219	42 DON R ERICKSON OIL	881.94					
	180739	08/24/21	Dyed Diesel 70gal @ \$3.29	242.10*			1010 403000	420	101000
	180709	08/19/21	Dyed Diesel 185gal@ \$3.29	639.84*			1010 403000	420	101000
			Total for Vendor:	881.94					
			*** Claim from another period (8/21) ***						
10284	Drain System for Cleaning	396 JW WOOD							
	R728038	08/25/21	Clean System 1.2MG WaTer Tank	7,131.42*		725113	3000 403000	520	101000
10301	Electronic water line & utility	396 JW WOOD		4,432.07					
	R731887	09/03/21	Elec util line locating Device	3,102.45*		725115	3000 403000	520	101000
	R731887	09/03/21	Elec util line locator device	1,329.62*		725115	2000 403000	520	101000
			Total for Vendor:	11,563.49					

* ** Over spent expenditure

Claim/ Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
10281	449 KEVIN SHEARER, DDS		250.00	****				
	Employee Dental							
	Aug2021 08/23/21 Employee Dental		25.00*			1040 401300	270	101000
	Aug2021 08/23/21 Employee Dental		5.00*			1050 401300	270	101000
	Aug2021 08/23/21 Employee Dental		12.50*			1070 401300	270	101000
	Aug2021 08/23/21 Employee Dental		2.50*			1080 401300	270	101000
	Aug2021 08/23/21 Employee Dental		25.00*			1090 401300	270	101000
	Aug2021 08/23/21 Employee Dental		67.50*			2000 401300	270	101000
	Aug2021 08/23/21 Employee Dental		112.50*			3000 401300	270	101000
	Total for Vendor:		250.00					
10290	416 MT SHASTA IT SERVICES		800.00					
	Sep IT Services							
	INV-0160 09/01/21 Sep IT Services		800.00*			1010 402000	396	101000
	Total for Vendor:		800.00					
10308	141 NAPA Mt Shasta		17.18	****				
	2.5 gal DEF for rented Cat 336 on Mud Creek Project							
	816661 08/18/21 2.5gal DEF for Rented CAT		17.18*			5002 403000	420	101000
	Total for Vendor:		17.18					
10292	120 PACIFIC POWER - 001 7 FIRE		854.23	****				
	Power							
	0017 08/24/21 Shop		74.75*			1010 403000	450	101000
	0017 08/24/21 Office		154.42*			1010 403000	450	101000
	0017 08/24/21 Fire Station		402.82*			1040 403000	450	101000
	0017 08/24/21 Ambulance		144.53*			1040 403000	450	101000
	0017 08/24/21 Library		77.71*			1080 403000	450	101000
	Total for Vendor:		854.23					
10282	124 PACIFIC POWER - 005 8 PARK		144.70	****				
	Power							
	0058 08/17/21 Scout Hall-Area Light		14.67*			1070 403000	450	101000
	0058 08/17/21 Scout Hall-Area Light		3.67*			1010 403000	450	101000
	0058 08/17/21 HooHoo Field Lights		48.07*			1070 403000	450	101000
	0058 08/17/21 HooHoo Gazebo Lights		24.18*			1070 403000	450	101000

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	0058	08/17/21 Scout Hall		43.29*			1070 403000	450	101000
	0058	08/17/21 Scout Hall		10.82*			1010 403000	450	101000
		Total for Vendor:		144.70					
		*** Claim from another period (8/21) ****							
10302		Street Lights	126 PACIFIC POWER - 007 4 STREET	1,378.54					
		1851-0074 09/23/21 Aug Street Light Power		1,378.54*			1060 403000	450	101000
		Total for Vendor:		1,378.54					
		*** Claim from another period (8/21) ****							
10293		LOLA Dinner, supplies, Postage	1040 Petty Cash - MCSD	128.47					
		08/31/21 M. Quinn-LOLA Dinner		35.00*			1010 402000	340	101000
		08/31/21 Calander-Fire Dept		8.00*			1010 403000	410	101000
		08/31/21 Charge for Bd Mtg Calandr Date		12.00*			1010 402000	330	101000
		08/31/21 Paper Towels		8.57*			1010 403000	400	101000
		08/31/21 USPS		14.90*			1010 403000	411	101000
		08/31/21 Refund Park Rental (Smoke)		50.00			1070 303120		101000
		Total for Vendor:		128.47					
		*** Claim from another period (7/21) ****							
10274		Office Supplies	156 STAPLES	170.92					
		2887057421 07/23/21 Logitech Wireless, Batteri		166.32*			1010 403000	410	101000
		2887174471 07/23/21 Concealed Blade L		4.60*			1010 403000	410	101000
		*** Claim from another period (8/21) ****							
10275		Office Supplies	156 STAPLES	188.58					
		2898463671 08/06/21 ASUS Bluetooth V40		24.22*			1010 403000	410	101000
		2898763701 08/07/21 Copy Paper, Envelopes, Fil		164.36*			1010 403000	410	101000
		Total for Vendor:		359.50					
10305		Sep Phone & Internet Service	1143 VYVE - BD@SCOUT HALL	139.38					
		Sep2021 09/02/21 Phone & Internet Service		139.38*			1020 402000	320	101000
		Total for Vendor:		139.38					

* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
10306		116 VYVE - FIRE	94.67						
		Phone & Internet Service	94.67*				1040 402000	320	101000
		Sep2021 09/02/21 Phone & Internet Service	94.67						
		Total for Vendor:							
10307		117 VYVE - MCSD	308.63						
		Sep Phone & Internet Service	308.63*				1010 402000	320	101000
		Seo2021 09/02/21 Phone & Internet Service	308.63						
		Total for Vendor:							
		# of Claims	26						
		Total:							33,689.90

Fund/Account	Amount
1010 GENERAL	
101000 Operating Cash	\$10,265.13
1020 DIRECTORS	
101000 Operating Cash	\$139.38
1040 FIRE	
101000 Operating Cash	\$2,524.93
1041 FIRE - FSLA	
101000 Operating Cash	\$859.69
1050 ALLEYS	
101000 Operating Cash	\$5.00
1060 LIGHTS	
101000 Operating Cash	\$1,378.54
1070 PARKS	
101000 Operating Cash	\$255.56
1080 LIBRARY	
101000 Operating Cash	\$80.21
1090 REFUSE	
101000 Operating Cash	\$5,750.83
2000 SEWER	
101000 Operating Cash	\$1,397.12
3000 WATER	
101000 Operating Cash	\$10,959.23
5002 Mud Creek Restoration	
101000 Operating Cash	\$74.28
Total:	\$33,689.90

The foregoing claims are approved for payment in the manner provided by Resolution #3, dated November 8, 1965."

Prepared by: Keith Anderson
Reviewed by: *[Signature]*

Claims Total: \$33,689.90_
Signature #1

Signature #2

Signature #4

Signature #3

Signature #5

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Fire Department Membership
POLICY NUMBER: 7000
ADOPTED: September 28, 2009
REVIEWED: September 08, 2009; June 13, 2018, *August 5, 2021*
REVISED: March 24, 2014; July 9, 2018

7000.10 Membership in the department shall consist of no more than thirty-five (35) from the town of McCloud, the Squaw Valley area, ~~and~~ Mt. Shasta Forest Estates *and Wilderness Estates*.

7000.11 Members must reside within the area and are subject to the discretion of the Fire Chief. Members must reside within the area twenty-five percent (25%) of the calendar year to be considered for membership.

7000.20 Members shall be of sound physical condition and good moral character.

7000.21 All prospective members shall be evaluated in accordance with Policy 2280 - Employment Entrance Program.

7000.30 Members must adhere to the District's policies and procedures. All members shall receive a copy of the District's policies and procedures that pertain to the Fire Department upon appointment to the department subject to membership vote per the by-laws of the department.

7000.40 Any member leaving the department for any reason shall have no claim or privileges specified to the general membership. Members must return all department property upon separation.

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Fire Vehicle Operations
POLICY NUMBER: 7030
ADOPTED:
REVIEWED: 09/20/11; 09/09/13; 11/14/13; 03/14/17; 03/14/17; 09/12/19
REVISED: 12/09/13; 04/10/17; 10/14/19

7030.10 Authorization to operate vehicles is obtained from the appropriate Captain for each vehicle/class of vehicle. In the event that the Captain is unable to grant authorization, the Fire Chief or Assistant Fire Chief may grant authorization to members.

7030.20 Responding to Calls

7030.201 No member shall, when responding in a personal vehicle, at any time exceed the posted speed limit nor disregard any traffic law while responding to an emergency call in their personal vehicle. This includes responding to the fire hall as well as addresses within the McCloud Community Services District (MCSD) boundaries.

7030.202 No member shall, at any time, respond to a call outside the boundaries of the MCSD in their personal vehicle (i.e. traffic collisions on Highway 89) unless they are first at scene initially reporting the incident or specifically requested to do so by the Incident Commander or a law enforcement officer.

7030.203 No member shall, at any time, exceed the posted speed limit nor disregard any stop sign within the boundaries of the MCSD or any local residential area while operating a department vehicle "Code 3" (emergency lights and sirens).

NOTE: The maximum speed limit for department ambulance operating "Code 3" outside the MCSD boundaries on state or federal highways is 15 (fifteen) miles per hour over the posted speed limit.

NOTE: The maximum speed limit for all other department vehicles operating "Code 3" outside the MCSD boundaries on state or federal highways is 10 (ten) miles per hour over the posted speed limit.

7030.30 “Code 3” operations

7030.301 Code “3” operation of a vehicle is subject to the California Vehicle Code, and nothing contained herein shall supersede it.

7030.302 All traffic laws and regulations shall apply in instances where “Code 3” operation is not required or applicable to the situation.

7030.303 The use of “Code 3” operation shall be limited to bona fide emergency call response and transport of critical patients (life threatening injuries/illness) in the ambulance to the hospital.

7030.40 Fire Department Officers have the authority to automatically reprimand as set forth in Policy 7090, Department Disciplinary Procedures for a first offense. Documentation shall be provided to the Fire Chief. For a second offense, the Fire Chief must be notified prior to the officer taking action. Only the Fire Chief may handle the third offense.

7030.50 Personnel must be appropriately licensed and authorized to operate vehicles. The requirements are as follows:

7030.501 Squad 1740: Class C driver’s license, driver training, documented instruction and testing on use of equipment in vehicle (powered hydraulic tools, air bags, medical equipment, etc.)

7030.502 Medic 17: Ambulance Driver’s Certificate, driver training, must either be an EMT-B, or obtain a waiver within the first year.

7030.503 Engines 1712 and 1715: Either a Commercial Class B or Firefighter Class B license with tank and air brake endorsement, driver training, documented instruction and testing on pump operation and equipment use.

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

Policy Title: DEBT MANAGEMENT

Policy Number: 3435

Adopted:

Reviewed:

Amended:

3435.10 This Debt Management Policy (the "Debt Policy") of the McCloud Community Services District (the "District") was approved by the Board of Directors of the District (the "Board") on September 13, 2021. The Debt Policy may be amended by the Board as it deems appropriate from time to time in the prudent management of the debt of the District. This Debt Policy shall also apply to any improvement districts formed by the District.

3435.20 The Debt Policy has been developed to provide guidance in the issuance and management of debt by the District and is intended to comply with Government Code Section 8855, effective on January 1, 2017. The main objectives are to establish conditions for the use of debt; to ensure that debt capacity and affordability are adequately considered; to minimize the District's interest and issuance costs; to maintain the highest possible credit rating; to provide complete financial disclosure and reporting; and to maintain financial flexibility for the District.

3435.30 Debt, properly issued and managed, is a critical element in any financial management program. It assists in the District's effort to allocate limited resources to provide the highest quality of service to the public. The District understands that poor debt management can have ripple effects that hurt other areas of the District. On the other hand, a properly managed debt program promotes economic growth and enhances the vitality of the District for its residents and businesses.

3435.40 Unless waived by the District, this Debt Policy shall govern all debt undertaken by the District. The District hereby recognizes that a fiscally prudent debt policy is required in order to:

3435.41 Maintain the District's sound financial position.

3435.42 Ensure the District has the flexibility to respond to changes in future service priorities, revenue levels, and operating expenses.

3435.43 Protect the District's creditworthiness.

3435.44 Ensure that all debt is structured in order to protect both current and future taxpayers, ratepayers and constituents of the District.

3435.45 Encourage those that benefit from a facility/improvement to pay the cost of that facility/improvement without the need for the expenditure of limited general fund resources.

3435.50 The District will consider the use of debt financing for capital improvement projects (“CIP”) primarily when the project's useful life will equal or exceed the term of the financing and when resources are identified sufficient to fund the debt service requirements. An exception to this section’s focus is the issuance of short-term instruments such as tax and revenue anticipation notes, which are to be used for prudent cash management purposes and conduit financing, as described below.

3435.51 Long-Term Debt. To the extent permitted by law, long-term debt may be issued to finance or refinance the construction, acquisition, and rehabilitation of capital improvements and facilities, equipment and land to be owned and/or operated by the District.

3435.511 Long-term debt financings are appropriate when the following conditions exist: When the project to be financed will provide benefit to constituents over multiple years. When the debt is used to refinance outstanding debt in order to produce debt service savings or to realize the benefits of a debt restructuring.

3435.512 Long-term debt financings will not generally be considered appropriate for current operating expenses and routine maintenance expenses.

3435.513 The District may use long-term debt financings subject to the following conditions: The project to be financed has been or will be approved by the Board. The weighted average maturity of the debt (or the portion of the debt allocated to the project) will not cause the District to violate any covenants to maintain the tax-exempt status of such debt, if applicable. The District estimates that sufficient income or revenues will be available to service the debt through its maturity. The District determines that the issuance of the debt will comply with the applicable requirements of state and federal law. The District considers the improvement/facility to be of vital, time-sensitive need of the community and there are no plausible alternative financing sources

3435.514 Periodic reviews of outstanding long-term debt will be undertaken to identify refunding opportunities. Refunding will be considered (within federal tax law constraints, if applicable) if and when there is a net economic benefit of the refunding. Refundings which are non-economic may be undertaken to achieve District objectives relating to

changes in covenants, call provisions, operational flexibility, tax status of the issuer, or the debt service profile.

3435.515 In general, refundings which produce a net present value savings of at least three percent (3%) of the refunded debt will be considered economically viable. Refundings which produce a net present value savings of less than three percent (3%) or negative savings will be considered on a case-by-case basis and are subject to Board approval.

3535.60 Term Debt. To the extent permitted by law, short-term borrowing may be issued to generate funding for cash flow needs in the form of Tax and Revenue Anticipation Notes (TRAN). To the extent permitted by law, other types of short-term borrowings, such as commercial paper, and lines of credit, will be considered as an interim source of funding in anticipation of long-term borrowing. Short-term debt may be issued for any purpose for which long-term debt may be issued, including capitalized interest and other financing-related costs. Prior to issuance of the short-term debt, a reliable revenue source shall be identified to secure repayment of the debt. The final maturity of the debt issued to finance the project shall be consistent with the economic or useful life of the project and, unless the Board determines that extraordinary circumstances exist, must not exceed seven (7) years. Short-term debt may also be used to finance short-lived capital projects; for example, the District may undertake lease-purchase financing for equipment.

3435.70 In order to maximize the financial options available to benefit the public, it is the policy of the District to allow for the consideration of issuing all generally accepted types of debt, including, but not exclusive to the following:

3435.71 General Obligation (GO) Bonds: General Obligation Bonds are suitable for use in the construction or acquisition of improvements to real property that benefit the public at large. Examples of projects include but, are not limited to: alley improvements, libraries, parks, and public safety facilities. All GO bonds shall be authorized by the requisite number of voters in order to pass.

3435.72 Lease-Backed Debt/Certificates of Participation (COP)/Revenue Bonds: Issuance of lease-backed debt is a commonly used form of debt that allows a District to finance projects where the debt service is secured via a lease, lease/purchase agreement or installment agreement.

3435.73 Further, the District may enter into installment sale agreements or installment purchase contracts or issue revenue bonds payable from revenues of any of the District's enterprises and services, including, but not limited to, its water, sewer, refuse collection, parks and recreation, library, alleys, lights and fire and ambulance enterprises.

3435.74 The District may from time to time find that other forms of debt to, the extent permitted by law, would be beneficial to further its

public purposes and may approve such debt without an amendment of this Debt Policy.

3435.75 To maintain a predictable debt service burden, the District will only issue debt that carries a fixed interest rate.

3435.80 Relationship of Debt to Capital Improvement Program And Budget

3435.81 The District intends to issue debt for the purposes stated in this Debt Policy and to implement policy decisions incorporated in the District's capital budget and the capital improvement plan.

3435.82 The District shall integrate its debt issuances with the goals of its capital improvement program by timing the issuance of debt to ensure that projects are available when needed in furtherance of the District's public purposes. The District shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its general fund.

3435.90 Policy Goals Related to Planning Goals and Objectives

3435.91 The District is committed to financial planning, maintaining appropriate reserves levels and employing prudent practices in governance, management and budget administration. The District intends to issue debt for the purposes stated in this Debt Policy and to implement policy decisions incorporated in the District's annual operating budget.

3435.100 It is a policy goal of the District to protect taxpayers, ratepayers and constituents by utilizing conservative financing methods and techniques so as to obtain the highest practical credit ratings (if applicable) and the lowest practical borrowing costs.

3435.110 The District will comply with applicable state and federal law as it pertains to the maximum term of debt and the procedures for levying and imposing any related taxes, assessments, rates and charges.

3435.120 Internal Control Procedures

3535.121 When issuing debt, in addition to complying with the terms of this Debt Policy, the District shall comply with any other applicable policies regarding initial bond disclosure, continuing disclosure, post-issuance compliance, and investment of bond proceeds.

3535.122 The District will periodically review the requirements of and will remain in compliance with the following:

- 3535.123** Any continuing disclosure undertakings under SEC Rule 15c2-12,
- 3535.124** Any federal tax compliance requirements, including without limitation arbitrage and rebate compliance, related to any prior bond issues,
- 3535.125** Any required reporting to be filed with the California Debt and Investment Advisory Commission (CDIAC); and
- 535.126** The District's investment policies as they relate to the investment of bond proceeds.
- 3435.130** The General Manager or designee can recommend future changes to the Debt Management Policy as deemed necessary through the Policy Committee and Approved by the Board.

**STAFF REPORT FOR ORDINANCE AMENDING ORDINANCE NO. 27
RULES AND REGULATIONS RELATING TO WATER SERVICE**

1. Recommendation

- 1.1. At the meeting on Sept 13th, 2021, introduce and take related actions concerning an Ordinance Amending Ordinance No. 27 Rules and Regulations Relating to Water Service.
- 1.2. At the meeting on ___, 2021, consider adopting the Ordinance and a related resolution determining that the action is exempt from review under the California Environmental Quality Act (“CEQA”).

2. Background

In response to recurring interest by Beverage Manufacturers in obtaining water service from the District, District staff and legal counsel have developed the draft Ordinance as a framework for how these proposed uses could be served in the future.¹

3. Discussion

The relevant background is set forth in the draft Ordinance. In summary, the District’s current water system, rules for water service, and domestic use rates do not appropriately address Beverage Manufacturers and Beverage Bottling Uses. In particular, the District’s existing flat rates for domestic water service would be problematic if applied to high-capacity users like Beverage Manufacturers and could pose an unreasonable danger to the District’s water system, finances, and existing users.

The District is authorized to define distinct classes of users and fix rates for service to those classes. However, it is not practicable for the District to fix new water rates for potential Beverage Bottling Uses. First, the District does not currently have a reasonable basis for determining the impacts any given Beverage Manufacturer would have on the District’s water system because this class of user has not historically been served by the District. Second, a generally-applicable water rate is not practicable because operations and water service requirements between Beverage Manufacturers will vary greatly. Third, there is an unreasonable danger that Beverage Bottling Uses would not bear all costs associated with their use because water rates are very difficult for the District to revise in light of changed circumstances or incorrect assumptions.

When it is not practicable for the District to fix generally-applicable water rates for a given user class, the District may establish water rates by agreement. (See *Louisiana-Pacific Corp. v. Humboldt Bay Mun. Water Dist.* (1982) 137 Cal.App.3d 152 (holding municipal water district may set rates by contract under Water Code sections 71590, 71592, and 716161); see also Gov. Code, § 61100, subd. (a) (providing community services districts supply water under the laws applicable to municipal water districts).) Consistent with this authority, the proposed Ordinance would do the following:

¹ As used in this staff report, the terms “Beverage Manufacturer” and “Beverage Bottling Use” have the meanings defined in section 2 of the draft Ordinance.

- A. Make findings to support the District’s determination that it is not practicable to set generally-applicable rates for Beverage Bottling Uses.
- B. Declare that the sale of limited District water supplies to users within the District for use within the District is the superior use of those supplies. The sale of surplus water for Beverage Bottling Uses and export outside the District is a subordinate use of District water supplies
- C. Amend the District’s Ordinance No. 27, Rules and Regulations Relating to Water Service, to define Beverage Manufacturers as a separate and distinct class of potential users of District supplies. Because of the unique circumstances surrounding Beverage Bottling Uses, water service for these uses would be subject to the following conditions:
 - i. The availability of surplus water above the amounts necessary to meet the reasonable needs of regular water service customers for beneficial uses within the District;
 - ii. Compliance with all rules applicable to water service by the District, to the extent not inconsistent with the Ordinance;
 - iii. Compliance with CEQA; and,
 - iv. Execution of one or more written agreements approved by the Beverage Manufacturer and the District’s Board of Directors that set forth the water rates, charges, and other terms applicable to the service.

The first condition in subsection C, the availability of surplus water to serve the proposed Beverage Manufacturer, would need to be determined by the District based on the availability of District water supplies and the reasonable needs of regular water service customers. The District would make this determination at the time that the District considers approving service to the Beverage Manufacturer. If surplus water is not available, then this condition would not be met and the District would not authorize service to the Beverage Manufacturer.

These rules for service would apply to Beverage Manufacturers whose operations are in the District’s service area and outside the District’s service area. There is an express exemption for small brewing operations in the District that may otherwise be considered to be Beverage Manufacturers but produce less than X gallons per year for sale outside of the District’s service area. Other existing laws and rules would potentially apply for Beverage Manufacturers whose operations are outside the District’s service area.

Should it become practicable in the future to fix generally-applicable water rates for Beverage Bottling Uses, the District would have the option of repealing the Ordinance and adopting such rates in compliance with all applicable laws.

ORDINANCE NO.29

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE McCLOUD COMMUNITY SERVICES DISTRICT AMENDING ORDINANCE NO. 27 RULES AND REGULATIONS RELATING TO WATER SERVICE

The Board of Directors of the McCloud Community Services District ordains as follows.

SECTION 1 PURPOSE AND POLICY

The Board of Directors of the McCloud Community Services District finds and declares:

- 1.1. The purpose of this Ordinance is to amend the District's Rules and Regulations Relating to Water Service (Ordinance No. 27) to regulate potential water service to Beverage Manufacturers. As used in this section, the terms "Beverage Manufacturer" and "Beverage Bottling Use" have the meanings defined in section 2 of this Ordinance.
- 1.2. The District operates a small water system that serves limited beneficial uses. The District's water system was originally constructed around the 1880's and updated in the 1920's and 1950's. Since the closure of the lumber mill in 2002, the primary purpose of the District's water system has been to supply drinking water supplies to the McCloud community and limited irrigation uses around the community. The District water system has limited capacity to serve new water demands without the construction of significant new facilities that must be funded by new users.
- 1.3. The District has adequate source capacity for existing users, but conditions in the McCloud River watershed are subject to drought and climate change impacts that may require future users to preserve water supplies for the benefit of existing users and public trust resources.
- 1.4. There has been recurring interest by Beverage Manufacturers in receiving water service from the District. Beverage Manufacturers are not an existing class of District water system users. The new water system facilities required to serve Beverage Manufacturers and the potentially significant increased burden on District water supplies presented by Beverage Bottling Uses could have unknown impacts on the District's water system, finances, existing users, and public trust resources.
- 1.5. The District's current water system, rules for water service, and domestic use rates do not address Beverage Manufacturers and Beverage Bottling Uses. The District's current flat rate schedule for domestic uses was never intended to be applied to high-capacity users like Beverage Manufacturers.
- 1.6. Allowing high-capacity users like Beverage Manufacturers to receive District water service under the current flat rate schedule would pose an unreasonable danger to the District's water system, finances, and existing users, and would fail to ensure that the costs associated with serving Beverage Bottling Uses are borne only by

Beverage Manufacturers as required by Article XIII D, section 6, of the California Constitution.

- 1.7. The sale of water to users within the District for use within the District is declared to be the superior use of the District's limited water supplies. The sale of surplus water supplies for bottling and export outside the District is declared to be a subordinate use of the District's limited water supplies.
- 1.8. Beverage Manufacturers are a separate and distinct class of potential users of District supplies from all existing classes of users. Because of the risks of Beverage Bottling Uses, the District has determined it is not practicable for the District to fix standard rates for potential water sales to Beverage Manufacturers. This Ordinance authorizes the potential sale of surplus District water supplies to Beverage Manufacturers consistent with the express terms of this Ordinance, including that these users are only to be served upon such rates, charges, and other terms as are agreed between the District and the Beverage Manufacturer in a written agreement approved by the District Board of Directors.

SECTION 2 AUTHORITY

This Ordinance is adopted under the authority provided by Government Code sections 61060, subdivisions (a), (b), and (h), 61100, subdivision (a), and Water Code sections subdivision (a), 71611, 71612, 71613, 71614, and 71616.

SECTION 3 AMENDMENT OF ORDINANCE NO. 27

Ordinance No. 27 is amended as follows:

- 3.1. Section 1.02 "Definitions" is amended to add the following definitions and then renumbered to place the section's definitions into alphabetical order:

"Beverage" has the meaning provided in Public Resources Code section 14504 as of May 1, 2021.

"Beverage Container" has the meaning provided in Public Resources Code section 14505 as of May 1, 2021.

"Beverage Manufacturer" has the meaning provided in Public Resources Code section 14506 as of May 1, 2021. Notwithstanding anything to the contrary in this ordinance, the following shall not be considered to be a Beverage Manufacturer: brewers producing less than X gallons per year for sale outside of the District's service area.

"Beverage Bottling Uses" – The provision of Extraordinary Water Service to a Beverage Manufacturer.

"Extraordinary Water Service" – Water service and facilities provided for extraordinary purposes not historically served by the District on a permanent basis and the water available thereto.

3.2. Section 4.01.2 is added as follows:

Notwithstanding anything in this Ordinance to the contrary, Beverage Manufacturers are a separate and distinct class of water users from the users identified in Section 4.01. Service for Beverage Bottling Uses is subject to Section 4.05.

3.3. Section 4.05 “Service to Beverage Manufacturers” is added as follows:

4.05 Service to Beverage Manufacturers

Water service to a Beverage Manufacturer for Beverage Bottling Uses shall be subject to all of the following conditions:

- a. The availability of surplus water above the amounts necessary to meet the reasonable needs of Regular Water Service customers for beneficial uses within the District;
- b. Compliance with all rules applicable to water service by the District, to the extent not inconsistent with this section;
- c. Compliance with the California Environmental Quality Act; and,
- d. Execution of one or more written agreements approved by the Beverage Manufacturer and the District’s Board of Directors that set forth the water rates, charges, and other terms applicable to the service.

3.4. Except as expressly amended by this ordinance, all other provisions of Ordinance No. 23 remain unchanged and in full force and effect.

SECTION 4 SEVERABILITY

If any provision, paragraph, word, section or article of this Ordinance is invalidated, the remaining provisions, paragraphs, words, and sections shall not be affected and shall continue in full force and effect.

SECTION 5 INCONSISTENCY

To the extent that the terms and provisions of this Ordinance may be inconsistent or in conflict with the terms or provisions of any prior District ordinances, resolutions, rules or regulations governing the same subject, the terms of this Ordinance shall prevail with respect to the subject matter thereof, and such inconsistent or conflicting provisions of prior ordinances, resolutions, rules or regulations are hereby repealed.

SECTION 6 EFFECTIVE DATE

This Ordinance is effective 30 days after **XXX**, 2021.

SECTION 7 PUBLICATION AND POSTING

Within 15 days after this Ordinance’s passage, it shall be published once, with the names of the members voting for and against the Ordinance, in a newspaper published in Siskiyou County.

Passed and adopted at a meeting of the Board of Directors of McCloud Community Services District on this ____ day of ___, 2021, at McCloud, California by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Chair, Board of Directors
McCloud Community Services District

Attest:

Secretary, Board of Directors
McCloud Community Services District

McCLOUD COMMUNITY SERVICES DISTRICT

ORDINANCE NO. 27

AN ORDINANCE AMENDING ORDINANCE NO. 23

RULES AND REGULATIONS RELATING TO WATER SERVICE

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CHAPTER 1

GENERAL PROVISIONS

1.01 Purpose and Policy

This Water Service Ordinance sets uniform requirements for design, methods of construction, operation and maintenance of both public and private water supply, storage and distribution facilities and water service connections served by the water system of the McCloud Community Services District (hereinafter referred to as "District"). Uniform application of this ordinance to all customers served by the District water system shall enable the District to comply with the water quality requirements set by the Environmental Protection Agency (EPA) and the California Department of Health Services and such other state and/or national standards of performance which may apply. This Ordinance also provides for the setting of user charges and fees for the equitable distribution of cost to all users, and the issuance of permits to certain users.

The District Standard Specifications and Details, including other documents referenced therein, are hereby made a part of this ordinance. The Standard Specifications and Details are dynamic documents revised periodically to reflect changing regulations, design and construction methods, materials and test/inspection procedures. Revisions to the Standard Specifications and Details will not require this ordinance to be modified.

The purpose of this Ordinance is to amend certain provisions of the District's Water Ordinance No. 23 as follows: (1) to provide for a uniform Service Line Size Water Rate Structure; and (2) to clarify certain water use regulations specified in Section 2 of the Ordinance; and (3) to add clarified bonding requirements for water system improvements and extensions required of applicants for water service as a condition of receiving service as specified in Section 3 of the Ordinance; and (4) to clarify the requirements for providing water service at the parcels to be annexed into the District as specified in Section 3 of the Ordinance; and (5) to provide new language regarding classification of users based on service line size, and computation of monthly service charges and connection fees based on Household Equivalents related to service line size as specified in Section 4 of the Ordinance; and (6) to clarify the enforcement remedies available to the District to recover delinquent service charges and fees as specified in Section 5 of the Ordinance; and (7) to provide for specified grounds for discontinuance of water service for conduct which violates the provisions of this ordinance as specified in Section 6 of this Ordinance; and (8) to specify those criminal penalties which attach to actions which violate the provisions of this Ordinance as specified in Section 7 of this Ordinance; and (9) adding a new Exhibit A to the Ordinance Which Details the Number of household Equivalents commensurate with each service line size as the basis for computing monthly water service charges.

It is the intent of the Board of Directors in adopting these amendments to Ordinance No. 23 that all the terms and conditions specified in the District's Water Ordinance No. 23 shall remain in full force and effect except for those specific provisions detailed above which are amended by this Ordinance No. 27. The Board of Directors also intends that the provisions contained in this ordinance pertaining to the Discontinuance of Water Service (Chapter 6) supersede and/or replace those defined in Ordinance No. 13.

1.02 Definitions

For the purpose of this Ordinance, the terms used herein are defined as follows:

1. “Annexed Area” - Consists of areas annexed to but not part of the original boundaries of the District.
2. “Applicant” - The person(s) making application for Water service whom shall be the owner of the premises to be served.
3. *“Beverage” has the meaning provided in Public Resources Code section 14504 as of May 1, 2021.*
4. *“Beverage Container” has the meaning provided in Public Resources Code section 14505 as of May 1, 2021.*
5. *“Beverage Manufacturer” has the meaning provided in Public Resources Code section 14506 as of May 1, 2021. Notwithstanding anything to the contrary in this ordinance, the following shall not be considered to be a Beverage Manufacturer: brewers producing less than X gallons per year for sale outside of the District service area.*
6. *“Beverage Bottling Uses” – The provision of Extraordinary Water Service to a Beverage Manufacturer.*
7. “Board” - The Board of Directors of the McCloud Community Services District.
8. “Building” - Any structure containing water piping and/or plumbing fixtures.
9. “Building Water” - The private water plumbing from within a structure to a point three (3) feet beyond the foundation.
10. “Chronically” - Continuing, of long duration.
11. “Commercial Service Connection” - Any non-domestic and non-industrial service including a domestic service which contains a commercial business in addition to or part of a residence.
12. “Community Housing Project” - Includes the following: A condominium project as defined in Section 1351 of the Civil Code, containing two or more condominiums, as defined above; a community apartment project, as defined in Section 11004 of the Business and Professions Code, containing two or more rights of exclusive occupancy; a stock cooperative, as defined in Section 11003.2 of the Business and Professions Code, containing two or more rights of exclusive occupancy; a planned development, as defined in Section 11003 of the Business and Professions Code, containing two or more separately owned lots, parcels, or areas; and a Mobile Home Park as defined in Section 18214 of the Health and Safety Code, containing two or more rights of exclusive occupancy.

13. "Community Water" - A water system, treatment or distribution facility owned or operated by the District.
14. "Connection" - The point at which the customer's water plumbing and the District's system and/or equipment intersects.
15. "Connection/Capacity Fee" - The connection/capacity fee is a one-time charge paid when a new connection is made to the District Water System. The fee is based on the capital cost of capacity and represents a reimbursement to the District's ratepayers for providing available capacity to future users of the water system. By paying this fee new customers have participated equally with existing rate payers in sharing the capital cost of water system capacity.
16. "Contractor" - An individual, firm, corporation, partnership or association duly licensed as by the State of California to perform the type of work to be done.
17. "Cost" - Labor, materials transportation, supervision, engineering, inspection and all other necessary overhead expenses.
18. "County" - The County of Siskiyou.
19. "Cross Connection" - Any physical connection between the piping system from the District and that of any other water supply that is not approved as safe and potable for human consumption, whereby water from the unapproved source may be forced or drawn into the District distribution mains.
20. "Customer" - The property owner/s and/or tenant of the property owner per SB998.
21. "Distribution Mains" - Water lines which are part of the Community Water System.
22. "District" - McCloud Community Services District, Board of Directors or persons authorized by the Board of Directors to implement and enforce this Ordinance.
23. "District Engineer" - A Registered Civil Engineer contracted by the District.
24. "District Inspector" - The inspector acting for the District which may be the General Manager, the District Engineer or other authorized representative.
25. "Dwelling Unit" - A suite of rooms which is occupied or intended to be occupied by one family and containing kitchen facilities for at least sixty (60) days of the year.
26. "Domestic" - See "Residential Service Connection".
27. "Equivalent Dwelling Unit" (EDU) - One single family residential household.
28. "*Extraordinary Water Service*" – *Water service and facilities provided for extraordinary purposes not historically served by the District on a permanent basis and the water available thereto.*

29. "Household Equivalent" (HE) - A unit of measure which identifies the capacity to meet the estimated demand of a typical single family residence based on the estimated volume of water used, usually peak flow in gallons per minute.
30. "Manager" - The Manager of the District, or his/her designated representative.
31. "Owner" - The person/s in whose name/s the legal title to the property appears recorded by deed or as executor, administrator, guardian or trustee of the owner.
32. "Permit" - A written authorization issued by the District for the installation of any water system facilities or building.
33. "Person" - Any individual, partnership, firm, association, corporation, or public agency, including the State of California and the United States of America.
34. "Premises" - A lot or parcel of real property, including any improvements thereon, under common ownership. Multifamily dwellings and office buildings may be classified as single premises.
35. "Fire Protection System" - Water service and facilities for installing sprinkler systems, hydrants, hose reels and other facilities installed on private property for fire protection and the water available thereto.
36. "Industrial Service Connection" - Industrial water use includes but is not limited to water used for such purposes as fabricating, processing, washing, diluting, cooling, or transporting a product; incorporating water into a product; or for sanitation needs within a manufacturing facility.
37. "Private Water Service" - That portion of the privately owned water distribution system beginning at a point three (3) feet outside the foundation wall of any building or structure and running to the property line ending at the angle meter stop in the service box or other connection point to the District's water system.
38. "Public water system" means a system for the provision of water for human consumption through pipes or other constructed conveyances that has 15 or more service connections or regularly serves at least 25 individuals daily at least 60 days out of the year. A public water system includes the following:
- (1) Any collection, treatment, storage, and distribution facilities under control of the operator of the system that are used primarily in connection with the system.
 - (2) Any collection or pretreatment storage facilities not under the control of the operator that are used primarily in connection with the system.
 - (3) Any water system that treats water on behalf of one or more public water systems for the purpose of rendering it safe for human consumption.

39. "Public Fire Protection System" - The service and facilities of the entire water supply, storage, and distribution system of the District, including the fire hydrants affixed thereto, and the water available for fire protection.
40. "Public Water Service" - That portion of the District's Water distribution system beginning at the angle meter stop or other connection point and extending to the water main.
41. "Regular Water Service" - Water service and facilities provided for normal domestic and commercial purposes on a permanent basis and the water available thereto.
42. "Renter" - Non-title holder of the deed.
43. "Residential Service Connection" - means water service to a residential connection that includes single-family residences, multifamily residences, mobile homes, including, but not limited to, mobile homes in mobile home parks, or farmworker housing.
44. "Service Charge" - The monthly fee paid by a Customer for water service to reimburse the District for the Customer's proportionate share of the District's costs of operation, maintenance, replacement, debt service, capital recovery, administration and reserves of the District's water system.
45. "Shall" and "Will" - As used in this document shall both mean a mandatory or obligatory act or requirement.
46. "Shared Water Connection" - A secondary water service connection installed in the original McCloud water system from the District water main to the first valve serving the outside water hose bib(s) or faucets of a single parcel and/or two adjoining parcels.
47. "Subdivision" - Any division of land for the purpose of development, sale, lease or financing.
48. "Temporary Water Service" - Water service and facilities rendered for construction work and other uses of limited duration and the water available thereto.
49. "Urban and Community Water System" - Means a public water system that supplies water to more than 200 service connections.
50. "User" - The property owner, or his tenants, agents, employees, contractors, licensees, or permittees using water on the premises.

CHAPTER 2

REGULATIONS

2.01 Supply to Separate Structures

2.01.1 Each house, structure, dwelling unit, or dwelling unit within a community housing project, for which application for water service is hereafter made, shall have a separate service connection, including a separate meter. However, upon written request, the Manager may waive this requirement as it applies to individual dwelling units within a community housing project, commercial or industrial service connections if special or unusual circumstances exist which, at the discretion of the Manager, warrant such a waiver. RVs and travel trailers will be billed the monthly water fee in addition to the properties standard monthly fee if they are occupied and using water after thirty (30) days.

2.01.2 No user of water supplied by the District shall supply water to adjacent parcels through that user's service connection.

2.01.3 Should the owner of a single property subsequently subdivide such parcel, then the portion of that parcel not directly connected with the District's water system through a separate service connection must be connected with the District's public water system through a separate service connection, for which additional connection charges are payable. It shall be unlawful and a violation of this ordinance for such owner to continue to use or maintain an existing service connection to the District's public water system for the purpose of providing an indirect connection to provide water to an additional parcel through an existing service connection for which no separate application has been filed. Any such indirect connections in existence prior to the adoption of this provision of this ordinance shall be abandoned by the customer upon issuance of a written order from the District. Any failure by an owner or customer to comply with such order from the District shall be enforceable by discontinuance of service pursuant to Section 6 of this Ordinance.

2.01.4 Multiple service connections for a single parcel with a single owner are allowed at the request of the property owner under the following conditions:

1. A master meter is installed at the property line.

Property owner will be responsible for payment for water usage reflected on the master meter.

2.02 Shared Water Connections

2.02.1 No new shared water connections shall be installed and all existing shared water connections shall be abandoned by the District upon installation of a new or replacement water service meter box or at such other time as determined necessary by the District to maintain efficient operation of the water system.

2.02.2 All private water plumbing connected to such abandoned shared water connections shall be connected to the private water service at the discretion and expense of the customer.

2.03 Water Waste

No user shall knowingly permit leaks or waste of water. Where water is wastefully or negligently used on a customer's premises the District may discontinue the service pursuant to the provisions in Section 6 of this Ordinance if such conditions are not corrected within five (5) days after giving the customer written notice.

2.04 Responsibility for Equipment on Customer Premises

2.04.1 The customer is responsible for installation, ownership, maintenance and repair of all water delivery devices, valves, regulators, fixtures and piping from the building water system to the point of connection to the public water service. The customer shall be liable for all damages which may result from failure to do so.

2.04.2 All distribution mains installed by the District on private property for the purpose of rendering water service shall remain the property of the District and may be maintained, repaired, or replaced by the District without consent or interference of the owner or occupant of the property. The property owner shall use reasonable care in the protection of the facilities. No payment shall be made by the District for placing or maintaining said facilities on private property within utility easements. No persons shall place or permit the placement of any object in a manner which will interfere with the free access to the public water system, a water service box or will interfere with the reading of a meter.

2.05 Community Housing Water Connections

Whenever, in the District's opinion, a connection serving a Community Housing Project is consuming water quantities in excess of the amounts approved in the owner's service application or that should normally be used within the Community Housing Project, whether from water waste, leakage or other causes, then such excessive water use shall be remedied, controlled and eliminated by the community water entity upon demand of the District, and for that purpose, the District may take any steps reasonably designed in its opinion to pay for, remedy, control and eliminate such excess water use from the District water system, including but not limited to:

- a. Imposition of a surcharge, including progressive surcharges, on such excessive use.
- b. Requirement of the entity to conduct a water leak audit or other study to determine the causes, and to adopt and implement a plan to remedy or eliminate such excess usage.
- c. Require the submission of a new service application and installation of a larger service line and meter size at the expense of the customer, including payment of the increased connection charge amount associated with such larger service line, less the connection charge previously paid by the owner.
- d. Termination of service.

2.06 Changes in Customer's Equipment

Customers making any material changes in the size, character, or extent of the equipment or operations utilizing water service, or whose change in operations results in a large increase in the use of water, shall notify the District not less than five (5) working days prior to commencement of any work, additions or modifications to buildings or premises, or changes to the type of business or occupancy, which would affect the volume of water used on the premises and, if necessary, amend their application to provide for installation of a larger service line and/or meter pursuant to Chapter 5 of this Ordinance. If a larger service connection is ordered by the District, the Owner will be required to install a larger service connection as required by the District within the time period specified by the District and will be required to pay any applicable additional connection capacity charges associated with such larger service connection as a condition of receiving water service.

2.07 Water Conservation Devices Required

All applicants for new water service connections shall be required to install ultra-low flow toilets and shower heads in residential, commercial and/or industrial buildings pursuant to California law.

2.08 Cross Connections

The customers shall comply with state and federal laws governing the separation of dual water systems or installations of backflow protective devices to protect the public water supply from the danger of cross-connections. Detailed rules and regulations for backflow prevention have been mandated by the state and adopted by a separate District ordinance. The District may at any time require any user to install, at the user's expense, a backflow prevention device in the user's private water service, where such water service may be subject or exposed to backpressure or backflow of non-potable water. Water backflow devices shall be of a type approved by the District, installed per District specifications at the user's expense and maintained continuously in satisfactory and effective operation at the user's expense and to the satisfaction of the District.

2.09 Relief Valves

To protect the customer's plumbing system, a suitable pressure relief valve must be installed and maintained by the customer, at the customer's expense. When check valves or other backflow devices are used, the relief valve shall be installed between the check valves and the water heater.

2.10 Pressure Regulators

A pressure regulator is required in each private water service line, to be installed, paid for and maintained by the customer. The regulator shall be installed per District specifications and should be installed in the location where the main water supply line enters the building and should be insulated to prevent freeze damage. This requirement may be waived by the District

Manager in writing if the property is situated in a low-pressure zone.

2.11 Access

District personnel shall have a right of access to any premises that are served water from the District's water system, to determine whether there is compliance or non-compliance with this ordinance. Owners or occupants of such premises shall allow the District personnel or its representative ready access at all reasonable times to all parts of the premises for the purpose of inspection or sampling related to maintenance of water quality, in the event of water related emergencies, or in the performance of any of their duties related thereto. District personnel shall further have a right of access to go upon any premises on which a water line is located that is serving more than one parcel or building for the purpose of inspection of the water line and to shut off, terminate, repair or reconnect water service, or for any other purpose related to the operation of the water system. The District shall have the right to install and maintain on the user's property and within the public right-of way such devices as are necessary to conduct sampling or metering operations. Where a user has security measures in force which would require proper identification and clearance before entry into their premises, the user shall make necessary arrangements with their security guards, so that upon presentation of suitable identification, personnel from the District will be permitted to enter without delay for the purpose of performing their specific responsibilities. The District shall provide advance notice to the owner or occupant for all required inspections not related to emergency maintenance of the water system or ensuring water quality.

2.12 Obstruction of Hydrant or Meter Box

No person shall place trash, dirt, building materials, vehicles or other objects or obstructions on water service boxes or around or adjacent to District fire hydrants and no person shall allow the facilities to become obstructed or obscured by vines, trees, shrubs or other plants in any manner so as to make the location difficult to determine, or in any way interfere with or render difficult free access to or use of the District water service boxes or fire hydrants.

2.13 Pressure Conditions

All applicants for service connections or water service shall be required to accept such conditions of pressure and service as are provided by the distribution system at the location of the proposed service connection and to hold the District harmless for any damages arising out of low pressure or high-pressure water service conditions or from any interruptions in service.

2.14 Interruptions in Service

The District shall not be liable for damage which may result from an interruption in service from a cause beyond the control of the District. In addition, as a condition precedent to water service, the District reserves the right to make temporary shutdowns without liability in order to make improvements or repairs. Whenever possible, all customers affected will be notified prior to making such shutdowns. The District will not be liable for interruption, shortage, pressure increase or loss, insufficiency of supply, or for any loss or damage occasioned thereby, if caused by accident, act of God, fire, strikes, riots, war, or any other cause not within its control.

2.15 Tampering with District Property

2.15.1 No person other than those designated and authorized by the District, shall open any water valve covers or tamper with such covers in any manner, operate any District owned water valves, hydrants, standpipes or other appurtenances.

2.15.2 No person other than those designated and authorized by the District, shall enter any District facilities, such as any water storage tank, chlorinator site or spring enclosures.

2.15.3 No person shall maliciously, willfully or negligently break, damage, destroy, deface any structure, appurtenance or equipment which is a part of the District's water system. No person without previous written authorization from the District shall uncover, make any connection with, opening into, use, alter, or disturb any public water main, service or appurtenance thereof.

2.16 Drilling Wells

Other than the District, no person shall drill for water within the boundaries of the District if water service is available through the District's system as defined in Chapter 8 herein. If the District water service is unavailable to serve the subject parcel/s, the applicant must first obtain written approval from the District and obtain a permit from the Siskiyou County Department of Public Health.

2.17 Ground Wire Attachments

All persons are forbidden to attach any ground wire or wires to any plumbing which is or may be connected to a service connection or main belonging to the District unless such private plumbing is adequately connected to an effective driven ground installation on the premises. The District will hold the customer liable for any damage to its property occasioned by such ground wire attachments.

2.18 Damage Through Leaking Pipes and Fixtures

When turning on the water supply as requested, and the house or property is vacant, the District will endeavor to ascertain if water is running on the inside of the building. If such is found to be the case, the water will be left shut off at the angle meter stop on the inlet side of the water service box. The District's jurisdiction and responsibility ends at the discharge of the water service box. The District will in no case be liable for damages occasioned by water running from open or faulty fixtures, or from broken or damaged pipes beyond the meter.

2.19 Damage to Meters

The District reserves the right to set and maintain meters on service connections. The customer shall be held liable, however, for any damage to the meter, service box and fittings due to negligence or carelessness and, in particular, for damage caused by hot water or steam from the premises.

2.20 Fire Hydrants

2.20.1 Use of Fire Hydrants. Fire hydrants are for use by organized fire protection agencies and by District staff. Other parties desiring to use fire hydrants for any purpose must first obtain written permission from the District and payment of the applicable fees and deposits established in Policy 1060, Miscellaneous Fee Schedule, prior to use. The hydrant shall be operated in accordance with the instructions provided by the District. It is specifically prohibited to operate the valve of any fire hydrant other than by the use of a spanner wrench designed for this purpose. Tampering with any fire hydrant or the unauthorized use of water from such hydrants is strictly forbidden.

2.20.2 Moving of Fire Hydrants. When a fire hydrant has been installed as approved by the District in the location specified by the District or other agency, the District has fulfilled its obligation. If a property owner or other party desires a change in the size, type or location of the hydrant, he/she shall bear all costs of such changes, without refund. Any changes in the location of a fire hydrant must be approved by the District.

2.20.3 Unauthorized Use of Fire Hydrants. It shall be a violation of this ordinance for any person, other than organized fire protection agencies, to make any connection to a fire hydrant without written permission from the District and payment of the applicable fees and deposits. Any such unauthorized connection shall be immediately disconnected upon discovery thereof, and no further connection by said person shall be permitted until all applicable deposits, fees and penalties assessed under authority of this ordinance have been paid.

2.21 Fire Protection Service

2.21.1 Payment of Cost. An applicant for a new fire protection service shall pay the total actual costs of installation of the service from the distribution main to the customer's property line, including the cost of a detector check meter or other suitable and equivalent device, valve, and meter box. The service line and appurtenances from the distribution main to the discharge of the detector check meter shall become the property of the District.

2.21.2 No Connection to Other System. There shall be no connection between the fire protection system and any other water distribution system on the premises.

2.21.3 Use. There shall be no water used through the fire protection service except to extinguish fires and for testing the firefighting equipment.

2.21.4 Consumption through Detector Check Meter. Any consumption recorded on the meter for fire protection shall constitute a violation of this ordinance, except that no violation shall be charged for water used to extinguish fires where such fires have been reported to a duly authorized fire protection agency.

2.21.5 Monthly Rates. The monthly rates for fire protection shall be established in Policy 1060, Miscellaneous Fee Schedule.

2.21.6 Rules. The following rules shall apply to fire service connections:

- a. **Valve.** When a fire service connection is installed, the valve governing same will be placed and sealed and remain so until a written order is received from the owner of the premises to have the water turned on.
- b. **Meter.** If a meter was not previously installed, and if water is used through

a fire service connection for any other purpose than extinguishing of fires, the District shall have the right to place a meter on the fire service connection at the owner's expense or shut off the entire water supply to such premises.

- c. Additional Service. The district shall have the right to take a domestic, commercial, or industrial service connection from the fire service connection at the curb to supply the same premises as those to which the fire service connection belongs. The District shall also have the right to determine the proportion of the installation costs properly chargeable to each service connection, if such segregation of costs shall become necessary.

- d. Check Valve. The District reserves the right to install on all fire service connections a detector check meter of a type approved by the National Board of Fire Underwriters, at the expense of the owner of the property.

CHAPTER 3

EXTENSION OF FACILITIES, CONNECTION, AND WATER SYSTEM CONSTRUCTION REQUIREMENTS

3.01 Extension or Improvement of Facilities, Main Extension and Development Agreement Required

When water service is requested for property within the District which does not abut an adequate water distribution main, an extension or improvement of the District's system shall be required. Such facilities may include, but not be limited to, water mains, water storage tanks, valves, fire hydrants, public water services, service meter boxes, pressure regulating valves and booster stations. Minimum standards for the design and construction of water facilities within the District shall be in accordance with the applicable provisions of District ordinances, master plans, rules and regulations and with the District Standard Specifications and Standard Details heretofore or hereafter adopted by the District, copies of which are on file in the District office. The District or the District Engineer may permit modifications or may require higher standards where unusual conditions are encountered.

3.01.1 Application for Extension or Improvement of Facilities, Main Extension. An extension or improvement of District facilities shall be initiated by completing an application and depositing an application fee. The application must be signed by the property owner, and shall become null and void under the following conditions:

- a. The application shall become void ninety (90) days following date of issue unless a recordable extension or Development Agreement has been signed by both the District and the applicant pursuant to Board Policy.
- b. The application and Development Agreement shall both be void and terminated eighteen (18) months after execution of the Development Agreement unless construction has been completed and accepted in writing by the District. Extensions of time may be granted upon request by the applicant and approval in writing by the District.

3.01.2 Project Approval.

- a. Design documents accompanying extension or improvement applications shall be reviewed by the District in accordance with District Policy 6040, Project Approval. If further information or redesign is required by the District, the applicant shall furnish such additional material or information before such application shall be considered further. All such designs shall be certified and stamped by an engineer registered to practice in the State of California and all design and material specifications shall be in accordance with standard specifications approved by the District. Upon District approval, the design shall be incorporated into a development agreement pursuant to District Policy 6050, Development Agreements. The development agreement shall meet the terms and conditions required by the District.
- b. No actual construction or fieldwork shall begin until the agreement has

been signed by all parties.

3.01.3 Installation and Ownership of Extension of Facilities. The applicant shall have the facilities constructed and installed by an experienced, competent contractor approved by the District at the applicant's sole expense. The District reserves the right to construct, with its own personnel or by contract, at cost to the applicant, taps or connections to existing pipes and any other complex or difficult construction which may be crucial to proper operation and function of District facilities, in the opinion of the District. Upon completion, final inspection and acceptance in writing by the District, the newly constructed water facilities shall be dedicated in writing to the District and thereafter, upon written acceptance by District, owned and operated by the District as part of its water system. All fire hydrants installed on the District water system shall be constructed to District specifications and dedicated to the District upon completion of installation and written acceptance by the District. All such water system facilities shall be installed in easements or rights of way dedicated to and accepted by the District.

3.01.4 Inspection of Public Waterworks. All public water system construction shall be inspected by personnel of the District during construction. In making a connection to a water main, no physical alterations of the District's facilities shall commence until an inspector is present.

3.01.5 Sizing of Facilities. The size of water facilities required to be constructed by the applicant under a development agreement will be determined by the District based upon the water system capacity required to serve the proposed development, plus additional capacity required to be served through the same facilities to serve potential development beyond the boundaries of the applicant's project. Water facilities that may be required to be oversized include, but are not limited to, water mains, pumping stations and water storage facilities.

3.01.6 Deposits and Payment of Costs.

- a. The Applicant shall pay the District's actual costs including, but not limited to:
 - i. Engineering analysis, designs, plan review, preparation of environmental impact documents, legal consultation and review, hearings, review or preparation of improvement plans, construction inspection, as-built drawings, project management and usual overhead expenses allocated to such work.
- b. The Applicant shall initially deposit with the District cash in the amount of the District's estimate of such engineering review, inspection, legal, environmental and project administrative costs prior to improvement plan review/approval and performance of additional work. Such costs will be deducted by the District from the deposit as incurred periodically (usually monthly). The applicant shall maintain a positive account balance at all times. Failure to do so may result in automatic suspension of the application process and approval and acceptance of the facilities being constructed. Should District costs exceed the amount of the Applicant's initial deposit, Applicant shall deposit additional amounts with the District upon request to cover estimated additional District costs.
 - i. Upon completion of the work, if the amount deposited with the District is less than actual costs, the difference shall be paid to the District prior to acceptance of the water facilities by District.
 - ii. Any amount deposited in excess of actual cost will be refunded to

the applicant following acceptance of the water facilities by District.

3.01.7 As-Built Drawings and Proof of Service Certification.

- a. Upon completion and final inspection by the District, Applicant shall submit a complete set of as-built drawings of the water facilities acceptable to the District.
- b. After all conditions for acceptance of the water facilities have been met, the District will issue written certification of proof of service to the County Building Department.

3.01.8 Project Bonding and First Year Warranty Responsibility.

- a. Prior to commencement of construction of any of the infrastructure improvements to be constructed by the applicant under a Development Agreement, applicant or its contractor shall furnish bonds covering the faithful performance of the construction or installation activities required under the agreement, and the payment of all obligations arising hereunder as specifically required in this ordinance.
- b. The premiums for the bonds shall be paid by applicant or its contractor.
- c. The applicant shall deliver the required bonds to the District not later than the date of commencement of the work for each phase of work.
- d. The Applicant will be required to provide two separate bonds in the name of the District in the amount of 100% of the estimated costs of the construction of all water main extensions and related improvements, using prevailing wage rates. The first bond shall be a Performance Bond issued by a surety company admitted to do business in the State of California as an insurer, maintained during the entire life of the Development Agreement at the expense of Applicant, and shall guarantee the faithful performance of all aspects of the work of improvements specified in the Development Agreement. The second bond shall be the payment bond required by Division 4, Part 6, Title 3, Chapter 5 of the Civil Code of California, issued by a surety company admitted to do business in the State of California as an insurer, shall be in the amount of 100% of the estimated cost of the improvements at prevailing wage rates, and shall guarantee the payment of wages and materials, supplies, or equipment used by all contractors and subcontractors in the performance of the work specified in the Agreement. Prior to commencing work the applicant or the applicant's contractor shall furnish a certification from either the California Department of Insurance and/or the Siskiyou County Clerk evidencing the status of any and all sureties issuing the bonds required pursuant to this Ordinance. Both applicant and contractor will be required to certify and represented that said sureties are authorized to do business in the State of California and that the bonds fully comply with the requirements of Civil Code sections 3247 and 3248.
- e. Failure by the applicant to pay for any damage caused to District facilities by the construction of such water system improvements by applicant or applicant's contractor after being notified of such damages by District and having received an invoice from District for the amount of such damages will result in District refusal to accept the improvements as constructed by applicant and District refusal to approve connection to the District's Water

System.

- f. The applicant, or the applicant's contractor, shall submit as the required one (1) year warranty surety on the construction of the improvements, a bond, (in form acceptable to the District), certificate of deposit, or irrevocable letter of credit, in an amount not less than twenty-five (25%) of the actual construction costs of the facilities.

3.01.9 Documentation of Project. Costs for projects involving District reimbursement or reimbursement by other users, the applicant shall provide the District with copies of all invoices for materials, equipment, employed labor and District costs for construction of the project marked "PAID" and signed by the applicant or his authorized agent.

3.01.10 Cost Reimbursed by the District.

- a. Reimbursement of reasonable costs to an applicant for extension of permanent facilities required to be larger than those needed by the applicant may be made pursuant to the District reimbursement policies outlined in the following section.
- b. The District will collect and disperse funds for partial reimbursement of oversized facilities constructed by others through execution of a formal reimbursement agreement under the conditions set forth below.
 - i. The District shall be under no obligation to make any reimbursement payment whatsoever, except as outlined in this section. All questions as to the meaning of any portion of this section shall be as interpreted by the District.
 - ii. Proposed facilities must be constructed in accordance with plans and specifications approved by the District. The District may require that the facilities have sufficient capacity not only to serve the applicants' area of development, but other potential development areas beyond, or in addition to the applicant's development areas.
 - iii. Any applicant who requires service through facilities or improvements constructed by others pursuant to a reimbursement agreement and who did not contribute to the cost of construction shall pay a pro rata reimbursement fee to District in addition to all other required charges prior to service being provided by District. An administration charge of ten (10) percent shall be added to the reimbursement fee, to compensate District for administration of the reimbursement contract. An area of benefit which identifies parcels having access to and receiving service from the constructed facilities shall be determined in the sole discretion of the District and a map of the area shall be attached as Exhibit A to the reimbursement agreement. The District shall make an estimate of future use within the area of benefit based upon knowledge and investigation of those same factors by which sizing of the constructed facilities was determined. This total projected future use, calculated as Household Equivalents, per AWWA Exhibit B assigned to the mapped area of benefit plus the verified cost of the project constitute those factors by which a contractually obligated reimbursement fee shall be calculated according to the following formula:

$$R_f = \text{Reimbursement Fee.}$$

Cp = Cost of project as determined in paragraph 3.01.9

Tc = Total capacity of facility expressed in Household Equivalents as determined solely by District.

HE = Number of Household Equivalents required by Applicant's parcel(s) or subdivision thereof per AWWA Exhibit B.

Where $Rf = (Cp \div Tc) \times HE$

iv. Each year, the District will disperse any collected reimbursement funds, less the administrative fee, to the applicant who constructed the facilities without interest. Applicant shall keep the District informed of any change of applicant's mailing address.

v. All obligations for reimbursement of any excess capacity costs expire ten (10) years following the date of transfer of title to District of the reimbursable facilities. In no event shall reimbursement payments exceed total project construction costs less capacity used by the original applicant/builder of the project.

vi. The Applicant's rights to reimbursement funds shall not be transferable or assignable without the express written consent of the District.

vii. Applicant shall be solely responsible for providing District with a current contact address and phone number during the reimbursement period. District shall have no responsibility to make reimbursement to applicants who cannot be contacted at the address and/or phone number provided by the Applicant. Under such circumstances, reimbursement amounts collected shall be retained by the District.

3.01.11 Environmental Impact Report Charge. Unless all such environmental processing has been done by the County or another agency, the District may determine that an environmental impact study or report is required for a proposed extension facility necessary to serve an applicant's land. The applicant shall be responsible for the costs of preparing such a study and/or report, including associated costs incurred by the District for overhead, preparation, legal consultation and review and hearings.

3.02 Building Water System and Service Connections, No Improvement of Facilities or Main Extension Required

3.02.1 Application Required. An application is required pursuant to Section 5.01.1 of this ordinance prior to uncovering, making any connection with, opening into, using, altering, or disturbing any public water system, service meter box or appurtenance thereof.

3.02.2 Normal determination of service line and meter size. The District Standard Specifications and Details list the maximum flow rate, in feet per second, allowable through any water service connection. The District's normal single family residential service line size shall be 3/4 inch, to accommodate a 5/8 X 3/4 inch meter. For all non single family residential uses, the minimum required service line and meter size shall be determined by the District based on information provided by the applicant regarding the estimated maximum water consumption requirements through the service connection, calculated in accordance with current American Waterworks Association (AWWA) water service and meter sizing standards

(Exhibit B). The customer may request a service line and meter larger than the normal and shall agree to pay all connection, capacity and service charges associated therewith.

3.02.3 Connection Requirements. Construction and inspection of building water systems and private water services shall be in accordance with the District Standard Specifications and Standard Details.

3.03 Inspection of Service Connection and Private Water Service

3.03.1 Inspection of Public Service Installation. In areas where no public water service is installed serving the applicant's property, a service connection and public water service shall be installed by a licensed competent contractor approved by the District and under the supervision and inspection of the District pursuant to the provisions of Section 3.01 of this Ordinance, or by District personnel at the expense of the applicant. The District shall physically inspect all such service connections during construction. In making a connection to a water main, no physical alterations of the District's facilities shall commence until an inspector is present. All materials and work on the service connection shall comply with the latest District Standard Specifications and Details. Any installation not approved by the District shall be redone or replaced at the expense of the applicant.

3.03.2. Inspection of Private Water Service Installation. The private water service shall be inspected by the District from a point within three (3) feet of the structure or foundation to the point of connection to the public water service. No backfill shall be placed over any portion of the service connection or private lateral until the work has been inspected. Any excavation on public rights of way shall be done only after permission has been received from the authority having jurisdiction thereof. Any installation not approved by the District shall be redone or replaced at the expense of the applicant.

3.03.3 Inspection Fees. The inspection fee for all water connections is detailed in Policy 1060, Miscellaneous Fee Schedule of Board Policy. An additional inspection fee may be charged if the work is not ready for inspection or requires additional inspections due to non-compliance with District Standard Specifications and Details. The additional fee, if charged, will be calculated on a time and materials basis, at the rate shown in the Miscellaneous Fee Schedule.

3.03.4 Required Advance Notice. The applicant must notify the District at least twenty-four (24) hours in advance of making the service connection to the public water service or any other work requiring inspection by the District.

3.03.5 Normal Working Hours. Service connections installed on the public water system must be made during normal working hours of the District and a District inspector must be present. The applicant may be required to disconnect and reconnect the service connection for inspection purposes, if the District is not notified as required herein. All inspections of private water services will be completed during normal working hours of the District unless otherwise arranged and paid for by the applicant.

3.03.6. Maintenance of Building Water System and Private Water Service. Building water systems and private water services shall be maintained by the owner of the property served. If a District serviceman is sent out at the customer's request, and it is determined that the customer's water system is at fault, a charge will be made in accordance with the fee established in Policy 1060, Miscellaneous Fee Schedule.

3.04 Service Outside the District Boundaries

District water service may be provided outside the boundaries of the District subject to the

following terms and conditions:

3.04.1. The applicant may annex their property into the District boundaries in accordance with District policy, but must get prior written approval from the District, a resolution of the Board of Directors approving the annexation and any related Annexation Agreement, and approval of the Siskiyou County LAFCO before receiving water from the District. The applicant must have a fully executed Annexation Agreement or an Out of Area Service Agreement Application (Exhibit B) approved by the Board of Directors in place with the District before receiving water from the District.

3.04.2. Any Water System improvements required to provide water to the annexed property, including but not limited to main extensions, service connections, water storage facilities, pumping stations, valves, booster stations, pressure regulating valves and fire hydrants shall be installed at the sole cost of the Applicant and shall be at no cost to the District. The applicant shall pay the total construction cost of all such improvements, and, if additional right-of-way acquisition is required in order to construct line extensions to the point of connection, the applicant shall pay the entire cost of all such right-of-way acquisitions. All of the provisions of Section 3.01 of this Ordinance shall apply to installation of water system improvements by an applicant to property to be annexed into the District.

3.04.3. The applicant shall comply with all provisions of this ordinance, including, but not limited to, construction standards, improvement of existing facilities, payment of connection/capacity fees, payment of all applicable assessments, monthly fees and charges.

3.05 Approval of Plans for Water System Construction

3.05.1 Approval of Plans and Specifications Required. No person other than employees of the District or persons contracting to do work for the District, shall construct or cause to be constructed, or alter or cause to be altered, any public water main or service without first obtaining approval of water system construction plans from the District. The applicant shall submit to the District for approval, construction plans and such specifications and other details as required to describe fully the proposed water system facility. Plans and specifications are also required to be submitted for all commercial or industrial water systems. Such plans and specifications shall have been prepared under the supervision of and shall be signed by an engineer registered in the State of California and must be approved by the District prior to construction.

- a. An approval of plans for water system construction shall expire one (1) year after date of approval unless construction has been initiated.

3.06 Plan Approval and Permits Not Transferable

Approval of plans for water system construction and connections to water mains are not transferable from one person to another person or from one location to another location.

3.07 Meters and Metered Service Connections

3.07.1 Installations. All new water service connections installed or activated after January 1, 1992 shall be metered pursuant to California Government Code Section 520 et. seq. In addition, all existing customers whose water rate structure was previously determined by their use of the premises and who were converted pursuant to Section 4.01 of this Ordinance to the AWWA (Exhibit B) Service Line Size Water Rate Structure by those amendments to this

Ordinance effective December 26, 2018 shall have a District standard water service box and meter installed according to California State mandate as a condition of continued water service by the District. The service connection and water service box, whether located on public property or on an easement within private property, is the property of the District and the District reserves the right to repair, replace and maintain it, including but not limited to removing it upon discontinuance of service.

3.07.2 Service Connections and Charges. The District will furnish and install a water service of the size determined appropriate by the District pursuant to Section 3.02.2 of this ordinance and at such location as approved by District. The service will be installed from the water distribution main to within 2 feet of the property line which may abut the street, on other thoroughfares, or on District rights-of-way or easements. Connection/capacity fees and miscellaneous water service installation charges for new services are payable in advance of the service being connected and activated.

3.07.3 Meter Installations. Only District employees or approved contractors are permitted to install a service connection from the District's main to the customer's premises. Meters on new service connections will be installed at the customer property line or within the District easement, and shall be owned by the District and installed and removed at its expense after payment of the charges established therefore. No rent or other charge will be paid by the District for a meter or other facilities, including housing and connections, located on a customer's premises. All meters will be sealed by the District at the time of installation, and no seal shall be altered or broken except by District employees.

3.07.4 Change in Location of Meters. Meters moved for the convenience of the customer will be relocated at the customer's expense. Meters moved to protect the District's property will be moved at District expense unless improvements made by the customer have caused the need for relocation. If the lateral distance which the customer desires to have the meter moved exceeds eight (8) feet, the customer may be required to pay for and install a new service at the desired location.

3.07.5 Angle Meter Stop. Every service connection installed shall be equipped with an angle meter stop for exclusive use by the District. If the stop is damaged by the customer, replacement shall be at the customer's expense.

3.08 Temporary Water Service Connections

3.08.1 Duration of Service. Temporary service connections shall be disconnected within six (6) months of installation unless an extension of time is granted in writing by the District.

3.08.2 Deposit. The applicant shall deposit in advance the estimated cost of installing and removing the equipment required to furnish said service exclusive of the cost of re-usable material. Upon discontinuance of service, the actual cost shall be determined, and an adjustment made as an additional charge, refund or credit. If service is supplied through a fire hydrant, the applicant shall pay, in advance, the applicable deposits and Fire Hydrant Rental Fee detailed in Policy 1060, Miscellaneous Fee Schedule and pay for water used at the per gallon rate once the meter is returned.

3.08.3 Rates. The rates for temporary service shall be based on the costs incurred by the District in providing the temporary water service to the applicant. In addition, the costs of installation of temporary service connections shall be billed by the District to the property owner/customer on a time and materials basis.

3.08.4 Installation and Operation. All facilities necessary for temporary service to the customer connection shall be installed by the District and shall be operated in accordance with

its instructions.

3.08.5 Responsibility for Meters and Installation. The customer shall be responsible for damage to the meter and valve or to any other rented equipment of the District which are involved in furnishing the temporary service from the time they are installed until they are removed, or until 48 hours' notice in writing has been given to the District that the customer is no longer in need of the temporary meter or meters and the installation. If the meter or other equipment are found damaged, the cost of making repairs shall be paid by the applicant for such temporary service.

CHAPTER 4

CLASSIFICATION OF USERS, CHARGES AND FEES

4.01 Classification of Users

The District hereby acknowledges user classifications (adopted March 8, 2004) existing prior to adoption of this ordinance, attached hereto as Exhibit A. Each user listed in Exhibit A has been assigned Household Equivalents according to the typical quantities of water volume used by type of occupancy, business or activity conducted on their property. The District hereby established a Service Line Size Water Rate Structure to be applied to all new construction initiated March 8, 2004 previous to this ordinance (refer to Exhibit B AWWA Standards).. The Service Line Size Water Rate Structure shall also apply to all existing customers at such time as there are additions or modifications to buildings or premises, changes to the type of business or occupancy which require the installation of a larger sized water service line than serving the property at the time of adoption of this ordinance. The purpose of the Service Line Size Water Rate Structure is to facilitate compliance with Article XIID of the California Constitution, to facilitate the regulation of water use, to provide an effective means of source water capacity estimations and to provide a basis for the establishment and levying of charges for services on an equitable basis to all users.

4.01.1 The Service Line Size Water Rate Structure shall apply to all existing properties which, upon submission of a new water service application pursuant to section 5.03 of this ordinance or receipt of a building permit application from Siskiyou County, are required to install a larger sized water service line in accordance with District standards.

4.01.2 Notwithstanding anything in this Ordinance to the contrary, Beverage Manufacturers are a separate and distinct class of water users from the users identified in Section 4.01. Service for Beverage Bottling Uses is subject to Section 4.05.

4.02 Connection and Service Charges and Fees

The District has established a schedule of service charges and other fees as detailed in Policy 1060, Miscellaneous Fee Schedule of Board Policy to charge customers for water service and to reimburse the District to for the costs incurred by the District in providing such water service, to insure an equitable recovery from customers of the District's cost of providing such service, to pay debt service, and to provide the capital reserve funds needed to provide for replacement and expansion of District water facilities. The District modifies Policy 1060, Miscellaneous Fee Schedule from time to time and such changes shall not require amendment of this Ordinance.

4.02.1 Basis of Monthly Service Charges, Existing: The basis for the allocation of the cost of providing water service to existing customers shall be the household equivalent level for the business or occupancy listed in Exhibit A of this ordinance multiplied by the base monthly water Household Equivalent Charge as set forth in Board Policy 1060, Miscellaneous Fee Schedule.

4.02.2 Basis of Monthly Service Charges, Service Line Size Water Rate Structure. The basis for the allocation of the cost of providing water service to all customers is the Service Line Size Water Rate Structure which assigns a number of Household Equivalents commensurate with the size of the service line installed on each Customer's premises pursuant to the AWWA Household Equivalency Table attached as Exhibit B of this ordinance,

multiplied by the base monthly water Household Equivalent Charge as set forth in Policy 1060, Miscellaneous Fee Schedule. The minimum size of service line and meter shall be determined by the District pursuant to Section 3.02.2 of this Ordinance.

4.02.3 Basis and Calculation of Total Connection/Capacity Fee. The Connection/Capacity Fee is based on the capital cost of capacity and represents a reimbursement to the District's rate payers for providing available capacity to future users of the water system. By paying this fee new customers have participated equally with existing rate payers in sharing the capital cost of water system capacity. The basis for computation of the Connection/Capacity Fee is the number of Household Equivalents assigned to the service line size of a Customer's premises as specified in Exhibit B of this ordinance multiplied by the Connection/Capacity Fee for a single Household Equivalent detailed in Board Policy 1060, Miscellaneous Fee Schedule. The Connection/Capacity Fee for a single Household Equivalent is computed based on an analysis of the capital cost of capacity of the District's Water System, as updated from time to time.

4.02.3.1 In addition to the Connection/Capacity Fee detailed in 4.02.2, the Applicant whose property is not served by a previously installed public water service and water service box will be charged the actual cost of labor and materials used in installing the public water service, service box, meter and related appurtenances to District standards.

4.02.3.2 In addition to the Connection/Capacity Fee detailed in 4.02.2, the Applicant whose property is served by a previously installed public water service and meter box will be charged the actual cost of labor and materials used in installing the meter and related appurtenances to District standards.

4.02.3.3 In the event that a Customer submit a service application for an increased water service connection size, or a change in use in the property requires the District to install an increased service line size, the Customer's Household Equivalent level shall be increased to reflect the larger service line size. Thereafter such Customer will be required to pay the difference between the Connection/Capacity Fee associated with the larger service line size to be installed, less the Connection/Capacity Fee previously paid for the existing service line size on such premises. In addition, the applicant shall be charged the actual cost of labor and materials incurred by the District in installing the larger meter and related appurtenances to District standards.

Likewise, should a Customer submit a service application for a decreased water service connection size, or a change in use in the property requires the District to install a reduced service line size, the Customer's Household Equivalent level shall be reduced to reflect the smaller service line size. No refunds of previously paid Connection/Capacity Fees will be made by District in the event of decreased water service connection size, since the Customer has previously used the capacity for which such fee was paid. In addition, the applicant shall be charged the actual cost of labor and materials incurred by the District in installing the smaller meter and related appurtenances to District standards.

4.02.4 If a customer wants an additional water service connection installed on their property they will be required to pay the Connection/Capacity Fee for the additional service line size installed.

4.03 Other Charges and Fees

4.03.1 Metered Services.

4.03.1.1 Meter Reading. Meters may be read for District recordkeeping and/or billing purposes.

4.03.2 The District may, at any time, establish a schedule of charges and fees to pay for the costs of other services provided to insure an equitable recovery of the District's cost of providing water service. Such fees and charges, if adopted, are detailed in Policy 1060, Miscellaneous Fee Schedule of Board Policy and may include, among others:

- a. Application Fees. The cost of administration, engineering, inspection or other related or required costs to process permit application.
- b. Appeal Fees. The cost of administration, engineering, legal or other related costs to process appeals.
- c. Fees for backflow valve testing and backflow/cross-connection program administration.

4.04 Standby Assessments

Standby Assessments are levied to permit the District to recover the cost of maintaining water system capacity in a readiness-to-serve status for the benefit of unimproved parcels of land.

4.04.1 The Standby charges shall be levied on each parcel located in a subdivision approved by the County of Siskiyou until such time as each such parcel is physically connected to the District's Water System. The current amount of the Standby Charge is detailed in Policy 1060, Miscellaneous Fee Schedule.

4.05 Service to Beverage Manufacturers

Water service to a Beverage Manufacturer for Beverage Bottling Uses shall be subject to all of the following conditions:

- a. *The availability of surplus water above the amounts necessary to meet the reasonable needs of Regular Water Service customers for beneficial uses within the District;*
- b. *Compliance with all rules applicable to water service by the District, to the extent not inconsistent with this section;*
- c. *Compliance with the California Environmental Quality Act; and,*
- d. *Execution of one or more written agreements approved by the Beverage Manufacturer and the District's Board of Directors that set forth the water rates, charges, and other terms applicable to the service.*

CHAPTER 5

BILLING POLICY, ADMINISTRATION, COLLECTION AND DISPUTES

5.01 Service Connections

5.01.1 Application for Service. Each person applying for a service connection must complete an application in a manner and on a form prescribed by the District prior to making connection. Such application shall signify the customer's willingness and intention to comply with this and other ordinances or regulations relating to water service. The applicant shall submit a copy of the plot plan required by the Siskiyou County Building Department or other plans and specifications, and proposed water consumption estimations as required by the District.

5.01.2. Payment of Connection and Capacity Fees. The District shall determine the amount of service Connection and Capacity Fees payable in accordance with the provisions of this ordinance using rates in effect at the time of physical connection of the property owner/customer's premises to the District's Water System.

- a. All such fees must be paid before a service connection will be allowed.
- b. Regular service charges shall commence ninety (90) days from the date of application for the water service connection or the date of inspection and approval of the water service connection, whichever occurs first. A time extension request may be filed with the District if conditions beyond the control of the applicant prohibit timely completion of the connection to the water system.
- c. If water service has not commenced within six (6) months of application for service, water service charges shall nevertheless commence and be payable after the expiration of such six (6) month period.

5.02 Unauthorized Service Connections

Construction of a service connection prior to making application and paying all charges in accordance with this ordinance is not permitted. Any person doing so is guilty of a misdemeanor pursuant to Section 7.01 of this Ordinance. An unauthorized water connection, when discovered by the District, will require payment in an amount equal to the avoided user charges in effect during the period of time since such unauthorized service connection was made, plus an amount of liquidated damages in the same amount of the avoided user charges during the period of time the unauthorized service connection was in effect, plus payment of applicable connection/capacity fees, service call charges and administrative charges incurred in the enforcement of this section. Such unauthorized connections will be disconnected by District until full payment of all avoided user charges and liquidated damages required by this ordinance are deposited with the District.

5.03 Change of Use

Customers shall notify the District not less than five (5) working days prior to commencement of any work, additions or modifications to buildings or premises, or changes to the type of business or occupancy, which would affect the volume of water used on the premises and result in the need for a larger or smaller water service line pursuant to AWWA standards. The District will assist the customer in determining if a different size water service line is required. A new water service application is required to modify the size of any water service line.

- a. If the change in service line size results in a higher or lower Household Equivalent level, then a commensurate change shall be made in the monthly service charge for the account. Lowering or raising of the monthly service charge shall commence upon the date of District installation of the modified service line size serving the premises.
- b. If the change of service line size results in a higher Household Equivalent assignment, then additional capacity/connection fees shall be paid by Customer for the additional capacity accessed through the installation of a larger service line size. A change of service to a smaller line size will not result in a refund of connection/capacity fees paid in the past for the initial larger service connection. Additional capacity/connection fees, if required, are due and payable at the time of filing of the new service application.
- c. Failure to report a change of use which results in water usage through the water service connection in excess of the AWWA service line capacity standard, when discovered by the District, shall require payment by Customer equal to the avoided user charges in effect during the period of time between the last recorded inspection by the District of the Customer's water connection and the date of discovery of the unauthorized change in use by the District, plus an identical amount of avoided user charges which will be assessed as liquidated damages. In addition, payment by Customer of an additional capacity/connection fee in effect at the time of discovery for the additional line size required to service the Customer's property will be required as a condition of future water service. Service call charges and administrative charges incurred in the enforcement of this section shall become due and payable immediately upon discovery by the District. From and after the date of discovery, the amount of such avoided user charges and liquidated damages, together with any additional connection/capacity charges payable pursuant to this section shall be added to and become a part of the regular service charge and billing owed by the customer. Failure by the Customer to pay such service charges, additional connection/capacity fees and liquidated damages when due will result in discontinuance of service pursuant to Section 6 of this Ordinance.
- d. Premises with unauthorized changes in usage may be disconnected by District until such payments and any applicable penalties and interest required by this ordinance are deposited with the District by Customer.
- e. Notwithstanding the provisions of this section, the Board of Directors shall have the right to waive or reduce the penalties and provisions herein in public session at a regularly scheduled Board meeting upon recommendation of the District General Manager or upon appeal by the Customer.

5.04 Liability for Payment and Security Deposits

5.04.1 Person Liable for Charges and Fees. The property owner shall in all cases be liable for charges and fees for services rendered to the premises.

5.04.2 Security Deposits. A security deposit equal to three (3) months user charges may be required if a customer has been chronically delinquent in the payment of charges and/or fees in any of the prior twelve (12) months. Deposits will be held without interest. Deposits may be

refunded only after all charges and fees have been paid and such deposits may be applied to any unpaid charges or fees upon termination of service. Deposits may be held for up to (12) twelve months.

5.04.3 Returned Checks/Payments. A per occurrence charge shall be paid for each check or ACH payments tendered as a payment to the District that is not honored by the bank, in addition to any fees charged to the District by its bank. The current charge for checks/*ACH* payments returned due to insufficient funds is detailed in Board Policy 1060, Miscellaneous Fee Schedule.

5.04.4 Miscellaneous Charges. There may be other charges levied to provide services or service associated cost reimbursement to the District which are not specified in this ordinance. When such additional fees or charges are from time to time approved by the Board of Directors and detailed in Board Policy 1060 Miscellaneous Fee Schedule, property owner/customers are liable for prompt payment of all such charges, and any delinquency in the payment of such charges shall be subject to all of the District remedies specified in Section 5.06 of this Ordinance.

5.05 Service or User Charges

5.05.1 Billing Interval. Charges for water service are due and payable upon receipt of the monthly invoice and shall become delinquent if unpaid by the twenty fifth day of the month following the date of the invoice.

5.06 Collection of Delinquent Accounts

5.06.1 Penalties for Delinquent Payment. If an account has not been paid in full on or by the twenty-fifth day of the month following the date of the invoice, such account shall be considered delinquent and a penalty assessed in the amount of 10% of the amount due. Thereafter in the amount of 1% per month of the total delinquent balance plus the basic 10% penalty for each month beyond the date of the Second Notice will be issued and penalties shall be applied to the account remains delinquent. All delinquent amounts and penalties shall continue to bear interest at the rate of 1.5% per month until paid.

5.06.2 Collection by Recordation of Lien Against Property. The Board of Directors may recover any water service charges, penalties and interest which are delinquent for a period of 60 days by recording in the office of the County Recorder of Siskiyou County a Notice of Lien for unpaid delinquent charges, penalties, interest, lien administration charges and applicable Recorder's fees. Said Notice of Lien shall declare the amount of the delinquent charges, penalties, interest and related charges due, and the name and last address of the person liable for such delinquent charges, penalties and interest. Pursuant to Government Code section 61115 (c) from the time of recordation of such Notice of Lien, the amount of such delinquent water service charges, penalties, interest, lien administration charges and applicable Recorder's fees shall constitute a lien against the lot or parcel of land against which the charge is imposed and all other property within Siskiyou County owned by the property owner of the parcel upon which the water service charges are delinquent. The District will record a Notice of Release or Discharge of Lien upon the payment by the property owner of all delinquent charges, penalties, interest, lien administration charges and applicable Recorder's fees within 30 days of receipt of payment for all such amounts due.

5.06.3 Collection by Suit or Other Legal Action. The Board of Directors is further authorized to institute and prosecute in the name of the District appropriate legal action for the collection of delinquent water charges, penalties, interest, lien administration charges and Recorder's fees against the property owner of the parcel upon which the water service charges were levied. By application for and receipt of water services, all property owners/customers agree to be responsible for reimbursement to the District of all attorneys' fees and other legal costs incurred by the District in collecting any delinquent water service charges, penalties, interest and related costs from the property owner/customer through such legal action. In the event the District recovers a court judgment ordering the property owner/customer to pay all delinquent debt service charges, penalties, interest, and related costs, together with attorney's fees and legal costs, and the property owner/customer fails to pay such judgment, the District will amend its Notice of Lien recorded pursuant to section 5.06.2 of this Ordinance to include the amount of attorney's fees and legal costs ordered by the court to be reimbursed by the property owner/customer to the District.

5.06.4 Discontinuation of Service. Water service may be disconnected for nonpayment of water service bills in the time and manner specified in Section 6 of this Ordinance.

5.06.5 Collection of Delinquent Charges on Tax Roll. For any water charges which have been delinquent for sixty (60) days, the District shall provide that any delinquent charges, penalties and interest may be collected on the property tax roll in the same manner as property taxes. On or about June 1 of each year, the General Manager shall prepare and file a written report with the District Board of Directors that describes each parcel of real property and the amount of delinquent charges, penalties and interest for each affected parcel for the year pursuant to Government Code Section 61115(b). The General Manager shall give notice of the filing of the report and of the time and place for a public hearing before the Board of Directors by publishing a notice of hearing pursuant to Section 6066 in a newspaper of general circulation, and by mailing the notice to the property owner of each affected parcel. At the public hearing, the Board of Directors shall hear and consider any objections or protests to the report. At the conclusion of the public hearing the Board of Directors may adopt or revise the delinquent charges, penalties and interest, and determine to collect such delinquent charges, penalties and interest upon the County Property Tax Roll for each affected parcel of property for the ensuing fiscal year. The Board of Directors shall make its determination on each affected parcel by resolution and its determination shall be final.

On or before August 10 of each year following such determination by resolution of the Board of Directors, the General Manager shall thereafter file with the County Auditor a copy of the report filed with the Board of Directors and the resolution adopted by the Board of Directors at such public hearing, and request that the delinquent charges, penalties and interest be added to and collected with property tax on each affected parcel of property described in the written report and resolution at the same time and in the same manner as property taxes are collected by the County Auditor. Government Code section 61115(b) directs the County auditor to place such delinquent charges, penalties and interest on the tax bills for each affected parcel of real property listed in the District report and resolution and collect the charges and penalties in the same manner as property taxes for the fiscal year in which such District report and resolution are filed with the County Auditor.

5.06.6 Alternative Method of Collection. If the bill is not paid when due, water service may be discontinued pursuant to Section 6 of this Ordinance. In addition, the rates for water service may be collected on the same bill with the rates for other services provided by the District. Failure to timely pay applicable rates for water service provided by the District to the Customer may also result in the discontinuance of any and all services such as sewer services

and refuse collection services provided by the District pursuant to the provisions of Government Code section 61115(a)(3).

5.06.7 Remedies are Cumulative. Each and all of the remedies for the collection and enforcement of delinquent water service rates, penalties, interest and related charges listed in this section 5.06 are cumulative and the District may pursue any or all of such remedies alternatively or consecutively as authorized by Government Code section 61115 (e).

5.06.8 Refund of Credit Balance. If the rate payer pays their monthly fees in advance and subsequently no longer maintains ownership of the property in McCloud Community Services District, then a full refund check of the credit balance will be issued to the prior owner/estate.

CHAPTER 6

DISCONTINUANCE OF SERVICE

6.01 Discontinuance of Service for Delinquent Bills

Service may be discontinued for nonpayment of bills as soon as they become delinquent as specified herein. Monthly bills are generated the last business day of the month (i.e., January fees post to an account on January 31 for services provided in January). Current charges are due and payable upon receipt of the invoice and are considered delinquent if not received by 5:00 p.m. the 25th of the following month. If the 25th falls on a weekend or holiday, payment must be received by 5:00 p.m. the next regular business day. If payment is not received by the 25th of the month (or next regular business day if the 25th falls on a holiday or weekend), a Second Notice will be issued and penalties shall be applied to the account. The Second Notice payment must be received within fifteen (15) days after the date of mailing of the Second Notice to the customer or owner. If full payment is not received within 15 days of the day of mailing, a Disconnect Notice will be issued. Payment of the Disconnect Notice must be received within ten (10) days after the date of mailing. If payment is not received by the end of the business hours on the due date, service shall be scheduled for disconnection within 48 hours. However, services will not be discontinued on a Friday, weekend, holiday or day preceding a holiday.

The failure of the District to send, or any person to receive such notice shall not affect the District's power to discontinue services pursuant to this ordinance. Reconnection will be made by District only upon complete payment of all delinquent service charges and penalties, interest, reimbursement to District of its actual costs of disconnecting and reconnecting District's water system to the premises, payment of all applicable disconnection and reconnection fees specified in this Ordinance per policy 3425 - Customer Water Shut Off.

6.02 Charges a Debt

Failure to receive a bill does not relieve the customer or property owner of liability for payment of the water service charges specified in said bill. Any amount due shall be deemed a debt to the District, and any person, firm or corporation failing, neglecting or refusing to pay said indebtedness shall be liable to an action in the name of the District in any court of competent jurisdiction for the amount thereof. In addition such debt is subject to the collection procedures consisting of a lien on the property of the customer or owner and collection of the delinquent amounts on the property tax rolls as specified in Section 5.06 of this ordinance.

6.03 Reconnection Charge

A current reconnection charge plus all fees, charges and penalties specified in section 6.1 will be assessed and collected prior to renewing service following a discontinuance per Policy 1060 - Miscellaneous Fee Schedule for charges.

6.04 Unsafe Apparatus

Water Service may be refused or discontinued on any premises where apparatus or appliances are in use which might endanger or disturb the service to other customers.

6.05 Cross-Connection

Water service may be refused or discontinued to any premises where there exists a cross-connection in violation of state or federal laws or this ordinance. This section shall agree and conform to Section 1.02, Subsection 15 of this Ordinance.

6.06 Fraud or Abuse

Service may be discontinued or removed, including the removal of unapproved connections or unauthorized facilities, and penalties imposed, if necessary, to protect the District against fraud or abuse.

- a. Fraud or abuse is the act of any person to commit, authorize, solicit, aid, abet or attempt any of the following acts:
 1. Divert or cause to be diverted water service by any means.
 2. Make or cause to be made any connection or reconnection to the District's water system without the authorization or consent of the District. As used in this section "water system" means all property owned by the District for the transmission, collection, storage or treatment of water.
 3. Tampering with or otherwise interfere with any water meter or other water flow measurement device so as to prevent the accurate measurement of water use.
 4. Use or receive the benefit of water from the District with knowledge or reason to believe that the use or receipt of such water is unauthorized by the District.
 5. Tampering with any property owned or used by the District to provide water service.
 6. Providing water through a service connection to another premises or parcel of property that does not have its own service connection, or for which an application for service connection has not been filed with the District.
- b. A violation exists if, on premises owned or controlled by the Customer or any person using or receiving the direct benefit of the water service, there is either of the following:
 1. Any instrument, apparatus or device designed to be used to obtain service without paying the full lawful charge therefor.
 2. Any meter that is altered, tampered with or bypassed so as to cause no measurement or inaccurate measurement of water service.
 3. Any person who is determined by District staff to have committed fraud or abuse as defined herein shall be billed by the District for the damage to the property owned or used by the District to provide service, the actual cost to remove and reinstall District facilities, for loss of water, plus a penalty of \$300 per infraction. A separate

infraction will be found for each day such fraud or abuse is determined by District to have continued.

- c. Upon approval by the Board of Directors, the District may bring a civil action pursuant to Section 1882.1 of the California Civil Code to recover up to three times the actual damages suffered by the District, plus its costs of suit and reasonable attorneys' fees, for each violation of the provisions of this section.
- d. The remedies set forth in this section shall be in addition to all other remedies, civil and criminal, available to the District for violation of the provisions of this section or for any ordinance, resolution, rule or regulation of the District, or any provision of Federal, State or local law.

6.07 Non-Compliance With Regulations

Service may be discontinued for non-compliance with this or any other ordinance or regulation relating to the water service. The Customer will be notified of the District's intention to discontinue service for noncompliance, with an explanation of the violation or infraction committed. There will be a reasonable opportunity given to comply before actions to discontinue water service will be taken by the District. However, no such notice to afford an opportunity to comply need be given to a Customer in those instances in which the noncompliance may cause conditions dangerous or detrimental to public health, safety and welfare, or are in violation of state law. These violations include, but are not limited to, trespass, assault, water theft, cross connection deficiencies, and water system or facility damage.

6.08 Use of Water Without Application

Service may be discontinued in all cases in which a person is determined by District to have used water from the District's water system without having made application to the District therefore, or without having a separate service connection installed by District to provide water to that person's premises, or without having paid all applicable connection charges and service and meter installation charges.

6.09 Upon Vacating Premises

If a tenant of a property is desiring to discontinue service should so notify the district two (2) days prior to vacating the premises. When discontinuance of service is ordered by a tenant, the owner of the property shall be liable for charges whether or not any water is used.

CHAPTER 7

ENFORCEMENT

7.01 Penalty for Violations of Ordinance

Any violation of this Ordinance shall be a misdemeanor and shall be punishable by imprisonment in the County Jail for a period not to exceed 6 months, or by fine, not exceeding \$1000, or by both. Every day of violation of this Ordinance continues shall constitute a separate offense. The attorney of the District, upon order of the District's Board of Directors, shall request the District Attorney of Siskiyou County to file an action in the Superior Court to confirm that the provisions of this Ordinance have been violated, to find that a misdemeanor and/or Civil offense has occurred, and to impose such penalties, fines, and reimbursement to the District of its attorney's fees and legal costs as provided by law and the provisions of this Ordinance. Any property owner/customer found to be violating any provision of this or any other ordinance, rule, or regulation of the District, shall be served by the District with written notice stating the nature of the violation and, if applicable, providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

7.01.1 Discontinuation of Service for Violation.

- a. As a means of enforcement of the provisions of this ordinance, or any other rule or regulation of the District, the District shall have the right to assess all such penalties as may be permitted by law and/or discontinue water service or any other utility services provided by the District to the property owner/customer as detailed in Section 6 of this Ordinance. However, no such notice to afford an opportunity to comply need to be given to a property owner/customer in those instances in which the noncompliance may cause conditions dangerous or detrimental to public health, safety and welfare, or are in violation of state law. These violations include, but are not limited to, trespass, assault, water theft, cross connections and water system facility damaged.
- b. Water service and any other discontinued utility services shall not be supplied to such property owner/customer until he or she shall have complied with the ordinance provision, rule, regulation, rate or charge order which has been violated to the satisfaction of the District. Reconnection shall be made only upon prior payment of charges, penalties and interest due, plus the disconnection and/or reconnection fee as detailed in the Policy 1060, Miscellaneous Fee Schedule and possible payment of a security deposit in the discretion of the District.

7.01.2 Relief on Application. When any property owner/customer is of the opinion that any provision of this Ordinance is unjust or inequitable as applied to his premises due to special circumstances, such property owner/customer may make written application to the Board of Directors, stating the special circumstances, citing the provision complained of, and requesting suspension or modification of such provisions as applied to the premises of such property owner/customer. If such application be approved, the Board may, by resolution, suspend or modify the provision complained of, as applied to such premises, to be effective as of the date of the application and continuing during the period of the special circumstances cited.

7.01.3 Relief on Own Motion. The Board of Directors may, on its own motion, find that, by reason of special circumstances, any provision of this ordinance should be suspended or modified as applied to particular premises, and may, by resolution, order such suspension or modification for such premises during the period of such special circumstances.

7.01.4 Board Rulings Final. All rulings of the Board of Directors on relief or from or suspension of provisions of this ordinance with respect to a particular ordinance provision shall be final and not subject to appeal.

7.02 Falsifying of Information

Any person who knowingly makes any false statement or representation to District personnel, or submits a false record, report, plan or other document with the District, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this ordinance, is guilty of a violation of this Ordinance and subject to the enforcement penalties provided in section 5.06 hereof including misdemeanor criminal proceedings, disconnection of water and other utility services, payment of all applicable District fees and charges, and reimbursement of all attorney's fees and legal costs incurred by the District arising out of such conduct.

CHAPTER 8

ABATEMENT

8.01 Abatement

Habitation of premises which have been disconnected from the District's water system or have never been connected to such system, constitutes a public nuisance and the District may take whatever steps are necessary to abate the nuisance including legal action. In such event, and as a condition of connection or re-connection, there shall be paid to the District reasonable attorney's fees and costs of suit arising in said action.

8.02 Damage to Facilities

When misuse of the public or a private water system causes an obstruction, damage, or any other impairment to District facilities, the District may assess a charge against the property owner/customer for the work required to clean or repair the facility and add such charge to the property owner/customer's water service charges. If such charges become delinquent, the District shall be entitled to utilize all remedies for collection of such delinquent charges specified in section 5.06 of this Ordinance.

CHAPTER 9

MANDATORY HOOK-UP AND ABATEMENT OF PUBLIC NUISANCE

9.01 Mandatory Connection to Water System

From and after the effective date of this Ordinance, except as hereinafter provided, every building in which plumbing fixtures are installed and every premises having water piping thereon shall be connected to the public water, if available.

9.02 Availability of Public System

9.02.1 Public Water Available. The public water shall be considered as available when such public water is located within one thousand feet (1000) from the property boundary on which development exists, is proposed to occur, the proposed building or exterior piping facility.

9.02.2 Public Water Not Available. When no public water, intended to serve any lot or premises, is available as described in 9.02.1 above, water piping from any building or works proposed thereon shall be connected to an approved private well under the jurisdiction of the Siskiyou County Public Health Department.

9.02.3 Subdivisions. Within the limits prescribed by Section 9.02.1 above, the rearrangement or subdivision into smaller parcels of a lot to which public water is available shall not be deemed cause to permit construction of a private well system, and all plumbing or water piping systems on any such smaller parcel or parcels shall connect to the public water.

9.03 Mandatory Connection to New or Renovated Public Water System

9.03.1 Time Limits. Subject to the provisions of Section 9.02.1, all buildings containing plumbing fixtures shall connect to the public water within two (2) years of completion of any water system renovation project serving such properties. Owners of all housing, buildings, or properties situated within the District and served by such water system renovation project are hereby required, at their expense, to install suitable plumbing and to connect such facilities directly with the public water in accordance with the provisions of this ordinance.

9.03.2 Connection Required in Advance of Time Limits. The District may require that the connection to the new water system be completed in advance of the two year time limit described in 9.03.1 above in the event that connection of the majority of properties in a geographic area are completed, chronic failure of the original system is encountered in the area or the alignment of the original water system causes connection difficulty for properties in the area and must be prematurely abandoned.

9.03.3 Notification to Proceed with Connection. The District shall notify all owners by mail of the date of completion of water system renovation or extension project serving their property. Such notice shall state the date of completion of the water system renovation project and the deadline for connection to the new system in compliance with this ordinance. Failure to receive such notice shall not relieve any owner of the obligation to comply with connection requirements or any other provision of this ordinance.

9.04 Mandatory Connection to the Water System by District at Owner's Expense

If an owner fails to comply with the connection requirements of Section 9.03 above, District personnel shall report that fact and the evidence in support thereof to the Board of Directors. The Board of Directors may give written notice to the owner and occupants of such dwelling or building that the Board of Directors will, not less than ten (10) days after the giving of such notice, hold a public hearing for the purpose of issuing a Mandatory Connection Order. Notice of such hearing shall be given by mailing to the address of the owner as shown on the County Assessment roll, and to the occupants by hand delivery to an adult person residing on the premises, or by posting at the entry or other conspicuous place on the premises. Any person interested may appear at said hearing and be heard on the matter. If the Board of Directors finds, at the conclusion of said hearing that such connection has not been completed in compliance with this ordinance, the Board of Directors may order the owner of said premises to connect such dwelling, together with all toilets, sinks and other plumbing therein, to the District Water system, within a time to be specified by the Board of Directors. Upon the failure to do so, the Board of Directors shall order that said work be done, by the District's own forces or by another person contracting with the District therefore. The District shall thereupon have a lien upon said property for all applicable connection and/or capacity fees and charges for construction and installation, and the District, shall thereafter have a lien upon said property for the work done and materials furnished, and such work and materials furnished shall be held to have been done and furnished at the insistence of the owner, and any persons claiming or having any interest in said real estate.

9.05 Enforcement of Lien

The liens provided for herein may be enforced in the same manner as those provided for in Title 15 (commencing with Section 3082), Part 4, Division 3 of the Civil Code, or in the alternative collected as provided in Section 5.06 herein, or by law for the collection of unpaid and delinquent charges.

9.06 Placing Forced-Connection Costs on County Tax Rolls

Alternatively to the enforcement of the lien as provided in Section 9.05 above, the Board of Directors may in such cases declare that the amount of the costs of such work and the administrative expenses incurred by the District, together with connection charges and other applicable charges, be transmitted to the County Assessor and Tax Collector, whereupon it shall be the duty of such officers to add the amount of the assessment to the next regular bill for taxes levied against the lot or parcel of land, pursuant to the provisions of Section 5.06 herein.

9.07 Lien on Property When Owner Requests Connection

Any owner may request the District to construct all necessary pipes and plumbing to connect his property to the District's water system. If the District does such work or has such work done, the District or the person doing such work at the request of the Board of Directors shall have a like lien upon the property.

CHAPTER 10

SEVERABILITY

If any provision of this ordinance or the application to any person or circumstances is held invalid, the remainder of the ordinance or the application of such provisions to other persons or other circumstances shall not be affected.

CHAPTER 11

EFFECTIVE DATE

This ordinance shall take effect and be in full force from and after 30 days after the date of its final passage if, before the expiration of fifteen (15) days after its final passage, (1) the text of this Ordinance as adopted by the Board of Directors is published one time in a newspaper of general circulation throughout the District; and (2) the text of this Ordinance shall be posted by the secretary in three (3) public places and for not less than thirty (30) days within the McCloud Community Services District.

A summary of said Ordinance was published in the Mt. Shasta Herald, a newspaper of local circulation on **date** and posted on **date** in three (3) locations throughout the community. The ordinance was then presented for a second reading and final adoption at the regular meeting of the Board of Directors of the McCloud Community Services District on **date** and at said meeting, Director **name** moved the adoption of said Ordinance, which motion was seconded by Director **name** and upon roll call was carried by the following vote:

AYES: DIRECTORS:
NOES: DIRECTORS:
ABSENT: DIRECTORS:

Catherine Young/President of the Board

Andrea Mills/Secretary of the Board

**McCloud Community Services District
Classification of Existing Users**

Exhibit A, is used as a reference and is subject to change. To see most current classification of existing users refer to Policy 3040 - Classification of Users.

Customer	Address	Current HE Unit Factor	Existing User Classification
Single Family Residential		1	
Multi-family Residential		1	Per Dwelling Unit
Reginato's Mini-Mart	116 Broadway	1.5	Mini-Market, No Public Restroom, Deli No Seating Refrigeration w/Water
McCloud Market	117 Broadway	2	Food Market, No Public Restroom Refrigeration w/Water
DeBon Building	Broadway/Minnesota	2.5	Medical Clinic, 1 MD w/2 public restrooms Restaurant w/restrooms Gym w/1 restroom
TJR Industries, LLC	220 Broadway	1	Auto Repair Shop
American Legion	232 Broadway	1.5	Meeting Hall Area Commercial Kitchen Tavern, Cardroom, Etc. w/restrooms
Presbyterian Church	428 California	.5	Church, Kitchen Occasional Use
Franklin Storage	116 Campus Way	1	Warehouse
McCloud High School	133 Campus Way	3	School – No Cafeteria
Frontier Communications	228 E. Colombero Dr.	1	Office Building
Squaw Valley MoHo Park	616 E. Colombero Dr.	28.5	28 Mobile Home Spaces 2 RV Spaces
Ferraris Storage	Squaw Valley Road	1	Warehouse
Calvary Church	110 W. Colombero Dr.	.5	Church w/kitchen serving occasional public meals
St. Joseph's Church	213 W. Colombero Dr.	1.5	Church, Kitchen Occasional Use Residence
Stoneybrook Inn	309 W. Colombero Dr.	6	2 Kitchen Suite Rooms 1 Manager's Apartment 3 Apartments 13 Motel/B&B Units

Ordinance 27 Exhibit A, Page 2

Customer	Address	Current HE Unit Factor	Existing User Classification
McCloud Guest House	604 W. Colombero Dr.	2.3	4 B&B Rooms Apartment
Taylor Storage	130 E. Colombero Dr.	0	Warehouse, No office or Restrooms
McCloud Elementary	332 Hamilton Way	4	School-With Cafeteria
Dance Country RV Park	480 Highway 89	8.5	RV Park w/106 Watered Spaces, Laundry Facilities, Showers
Squaw Valley Riding Club	729 Hill	2	Meeting Hall w/Kitchen
McCloud River Inn	325 Lawndale Court	4	5 B&B Rooms 1 Manager's Apt Large office space (Olympic) Gift Shop
Joanie's B&B	417 Lawndale Court	1	4 B&B Rooms Manager's Apartment
Century House Hospital	433 Lawndale Court	6	1 DDS Office w/RR 1 Professional office shared RR 11 Lodging rooms 6 RR total 5 Apartments
Mother McCloud	237 Main Street	11	Restaurant General and Candy Store Clothing/Craft Store Coffee/Esspresso 1 Apartment Real Estate, Art Gallery Hearst Offices with Restroom
Ebbe Building	301 Main Street	1	Realtor Chamber Office Retail Store

Ordinance 27 Exhibit A, Page 3

Customer	Address	Current HE Unit Factor	Existing User Classification
Brown Dog Building	304 Main Street	1	Retail Store
Heart of the Earth	312 Main Street	1	Jewelry Sales
Heritage Junction	320 Main Street	1	Museum
McCloud Post Office	324 Main Street	1	Office Building
McCloud Healthcare Bldg.	328 Main Street	1	Office Building
McCloud Hotel	410 Main Street	6.4	17 B&B Rooms Restaurant 1 Residence 1 Mgr's Residence Conference Center
Axe & Rose	416 Main Street	2	Restaurant Bar/Dance Hall
Wieder Building	105 E. Minnesota Ave.	1	Office, Retail, Warehouse
First Baptist Church	121 Water Street	.5	Church
Anderson Building	124 W. Minnesota Ave.	1	McCloud Healthcare Admin
Dance Hall	104 Pine Street	2.5	Residence Dance Hall, Kitchen
Clearwater Cafe	209 Quincy	1	Retail Sales/Commercial Kitchen with Restrooms
Goeden Barn	110 Squaw Valley Road	3	1 Apt Warehouse
Chevron Station	117 Squaw Valley Road	1.5	Service Station w/Restrooms
McCloud River Car Wash	125 Squaw Valley Road	3	4 Stall Carwash
McCloud River Lodge	140 Squaw Valley Road	4.5	Restaurant Mgr's Apt 5 Motel Rooms Bar w/RR
Timber Inn Motel	153 Squaw Valley Road	2.7	1 Residence 6 Motel Rooms
McCloud Golf Club	1001 Squaw Valley Road	2.2	Restaurant, Pro-Shop, Club House
CDF	1509 Squaw Valley Road	3	Offices, Living Quarters, kitchen
McCloud Railway	701/801 Industrial Way	3	Office, Warehouse, Shop
Hitchcock Shop	Haul Road	2	Office, Industrial
USFS	529 Forest Road	12	Offices, Residences, Warehouse
Vassallo Barn	112 Squaw Valley Road	1	Warehouse, Apartments

Exhibit B
McCloud Community Services District
Ordinance 27
Service Line Size Water Rate Structure
American Water Works Association

Basis for Monthly Service Charges and Connection Fees	AWWA Rated Capacity (GPM)	HE Unit Factor
¾ inch service	30	1
1 inch service	50	2
1 ½ inch service	100	3.5
2 inch service	160	5.5
3 inch service	320	11
4 inch service	500	17
6 inch service	1000	33.5
8 inch service	1600	53.5

Exhibit C
McCloud Community Services District
Ordinance 27
Siskiyou Local Agency Formation Commission
Out of Area Service Agreement Application

**Siskiyou Local Agency Formation Commission
Out of Area Service Agreement Application**

1. Name and Address of Applicant (must be public agency):

2. Contact Name and Title _____

Telephone: _____ E-mail Address: _____

FAX _____

3. Application Initiated By:

Agency Name: _____

Resolution No.: _____ Date Adopted: _____

Submit 1 copy of Resolution of Application and 2 copies of proposed out of area service agreement with application.

4. Property Owner and Location of Property to Be Served (List additional owners/properties on separate sheet if necessary)

Name of Property Owner/s: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Assessor Parcel Number/s: _____

Name of Property Owner/s: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Assessor Parcel Number/s: _____

5. Type of Service to Be Provided

Check one or more: Water _____ Sewer _____ Police _____ Fire _____ Garbage _____

Other/s: _____

6. Description of Property to Be Served

6a. Is parcel to be served WITHIN your current Sphere of Influence (SOI)? Yes _____ No _____

6b. If Yes, provide (a) general description of property location in relationship to current city/district boundary line and (b) attach a project area map showing parcel/s, district and SOI boundaries.

Description: _____

6c. If No, provide (a) description of property location in relationship to the SOI boundary, (b) identify other agencies with jurisdiction over area in which property is located, and (c) attach a project area map showing parcel(s), SOI boundary of agency requesting service, and SOI boundaries of other agency's that may provide service.

Description: _____

Other Agencies that could provide service: _____

6d. How is the property currently being used?

Residential _____ Commercial _____ Agriculture _____ Vacant/Undeveloped X
Church, school, other public use _____ Industrial _____ Habitat, Recreation _____

6e. What is the current zoning designation? _____

County General Plan constraints? _____

Provide the following land use maps with legends for the project site and immediately adjacent parcels, and clearly identify the project site; County General Plan; City General Plan; County Zoning; and City Prezoning if applicable; and Community/Specific Plan if applicable.

6f. Are there any development or building applications on file that would authorize a different or higher density on the subject property or adjacent properties? Yes _____ No _____

If Yes, explain and attach a list of projects and application processing numbers.

6g. Is property inhabited? Yes _____ No _____ If Yes, how many residents? _____

6h. Provide the number of existing dwelling units/buildings on the property.

Single family _____ Multi-Family _____ Commercial/Industrial _____
Square footage for commercial/industrial _____

6i. Are there other service contracts/agreements currently in effect to serve this parcel or adjoining parcels? Yes _____ No _____

If Yes, (a) explain and (b) attach one copies of other agreements or contracts.

6j. Adjacent Land Uses.

	Existing Land Uses	City General Plan	City Prezoning
North			
South			
East			
West			

7. Environmental Review This application is subject to the requirements of the California Environmental Quality Act (CEQA). If CEQA review has already been undertaken by another agency, please provide two copies of the environmental documentation including the Notice of Exemption or Notice of Determination and proof of payment of applicable California Department of Fish and Wildlife fees.

7a. Lead Agency. _____

7b. Responsible Agencies. _____

7c. Type of action taken:

Exemption _____ Negative Declaration _____ Environmental Impact Report _____

7d. Date of Certification/Adoption: _____

8. Contract Service Issues

8a. Explain how services are to be extended, what the anticipated cost of service extension will be, and how the costs will be financed?

8b. Will the provision of services be growth inducing? Explain.

8c. Does the proposed service provider have existing capacity to serve the project site?

Yes _____ No _____

8d. Will existing customers continue to receive the same or higher level of service if this project is approved?

Yes _____ No _____

8e. Will the same level of service be provided to the project site as other customers receive?

Yes _____ No _____

9. Justification for Out of Area Service Agreement (must check one box below)

Pursuant to Government Code Section 56133, this application is submitted (you must check one)

To address a threat to public health or safety (answer question 9a);

In anticipation of a later change of organization (answer question 9b)

9a. Public Health or Safety Condition

i. Please summarize the nature, extent and duration of the public health or safety emergency (attach additional page(s) if needed) and attach a copy of certification from appropriate Public Health Officials and any additional information verifying existence of emergency situation.

ii. What alternatives have been explored to mitigate emergency situation in lieu of executing out of agency service agreement?

iii. Is Interim Emergency Approval (expedited review) requested? Yes _____ No _____

9b. Other Special Circumstances

What are other special conditions or unique circumstances that justify use of an out of area service agreement in lieu of filing for annexation? Respond to following (use extra sheet of paper if necessary):

Has annexation been considered? Yes _____ No _____

Why was it found infeasible?

What barriers need to be overcome before filing an annexation application?

How long would the annexation be anticipated to take? _____

Is there a contractual obligation? _____

Explanation: _____

10. Public Notice, Disclosure, and Other Requirements

10a. Provide an 8 ½" X 11" map indicating the project site.

10b. Provide any other comments or justifications regarding the proposal from any affected local agency, landowner or resident.

10c. Enclose all pertinent staff reports, environmental review documents, and supporting documentation related to this proposal. Note any changes in the approved project that are not reflected in these materials.

11. Certification

I hereby certify that the above information and accompanying documents are true and correct to the best of my knowledge. I hereby agree to pay all required filing and processing fees as may be needed to complete this application. Further, I understand that LAFCo will not be process an incomplete application.

Name of Applicant's Authorized Representative

Signature of Applicant's Authorized Representative

Date

**MC CLOUD COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 6, 2021**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MC CLOUD
COMMUNITY SERVICES DISTRICT ADOPTING A DEBT MANAGEMENT POLICY**

WHEREAS, the Board of Directors (the “Board”) of the McCloud Community Services District (the “District”) recognizes that cost-effective access to the capital markets depends on prudent management of the District’s debt program;

WHEREAS, Government Code section 8855(i) requires any issuer of public debt to provide to California Debt and Investment Advisory Commission (CDIAC) no later than 30 days prior to the sale of any debt issue a report of the proposed issuance (the “Report of Proposed Debt Issuance”), and must certify on the Report of Proposed Debt Issuance that they have adopted local debt policies concerning the use of debt and that the proposed debt issuance is consistent with those policies (the “CDIAC Requirements”);

WHEREAS, the Board wishes to set parameters for issuing debt, managing the debt portfolio and providing guidance to decision makers; and

WHEREAS, the Board finds and determines that adoption of the attached Debt Management Policy (the “Debt Management Policy”) will help ensure that debt is issued and managed prudently in order to maintain sound fiscal policy, and is in compliance with the CDIAC Requirements.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McCloud Community Services District hereby orders and determines as follows:

Section 1. Recitals. The Board hereby specifically finds and declares that each of the recitals set forth above are true and correct and are hereby incorporated in conjunction with the respective staff report.

Section 2. Approval of the Debt Management Policy. This Board hereby declares that the proposed Debt Management Policy attached hereto, is hereby approved as the McCloud Community Services District Debt Management Policy to be effective on the date of approval.

Section 3. Authorization to Manage Debt Issuance Functions. The General Manager, or a designee thereof, is hereby authorized to manage debt issuance functions for the District in accordance with the Debt Management Policy.

Section 4. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

The foregoing resolution was adopted at a regular meeting of the Board of Directors of the McCloud Community Services District held on the on the 13th day of September 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

PRESIDENT- Catherine Young

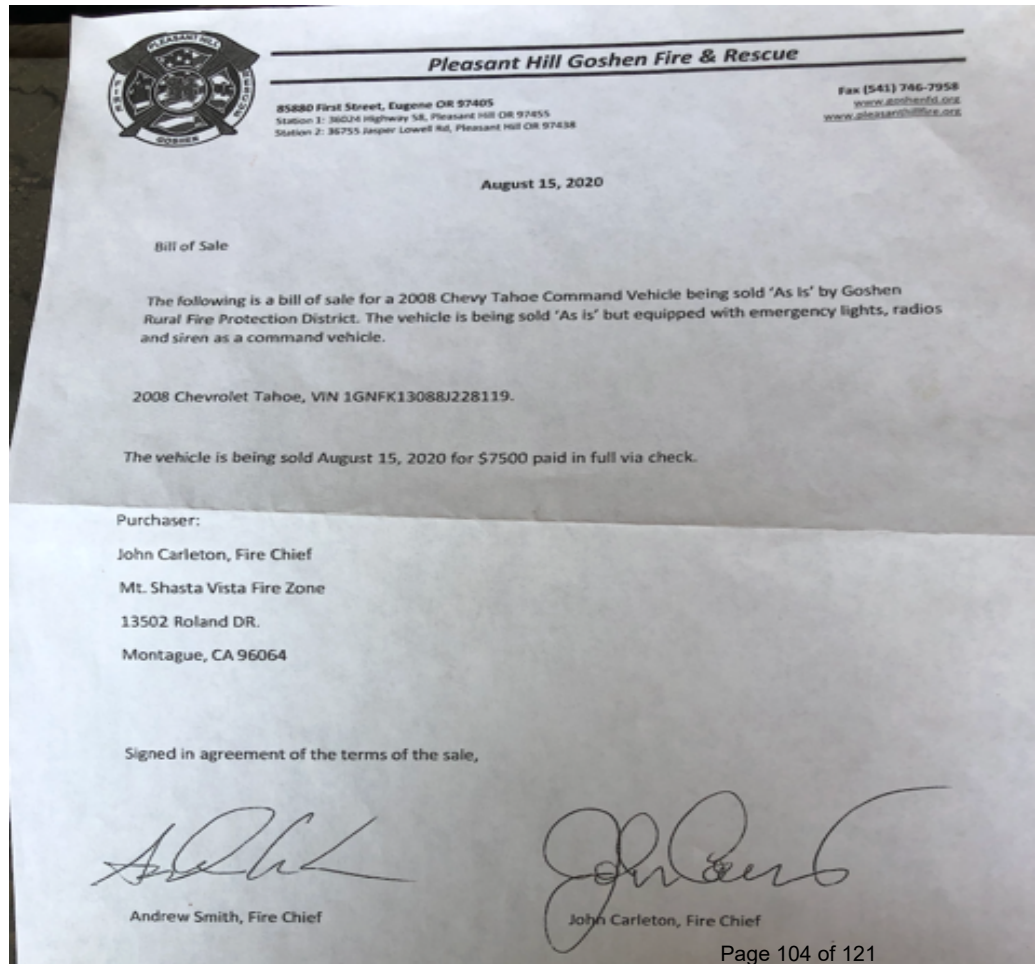
ATTEST:

SECRETARY- Andrea Mills

2008 Chevy Tahoe Administrative Vehicle for Sale by the Shasta Vista F.D.



We would ask the board to allow the purchase of this vehicle to be used by department personnel for local responses as well as out of area CA OES/CFAA major incidents which create revenue. The vehicle would be purchased with funds that were raised by the McCloud Fireman's Association after our August 26, 2021, Special Board Meeting. 2 of the attendees put forward \$1000.00 each and asked the community to raise the rest. The total to date is well over the \$7500.00 asking price. The vehicle was purchased by Shasta View and never put in service as their Fire Chief moved out of the area prior to completion of the purchase. They purchased it from the Pleasant Hill Goshen Fire District for \$7500.00 on Aug 15, 2020. It is response ready with radios, emergency lights & sirens.



MCCLLOUD FIRE DEPARTMENT CA OES SALARY SURVEY AS OF AUG 25, 2021

<p>The Vehicle Rates are:</p> <p>Sedan = \$119.00 per day</p> <p>Pickup = \$140.00 per day</p> <p>Suv = \$205.00 per day</p> <p>Van = \$194.00 per day</p> <p>Other = \$230.00 per day</p> <p>Administrative Rate: 0.1000</p>	<p>Apparatus GPM rates are:</p> <p>Type I = \$140.00 per hour</p> <p>Type II = \$132.00 per hour</p> <p>Type III = \$126.50 per hour</p> <p>Type IV-VII + = \$120.00 per hour</p> <p>WT Tactical I = \$119.50</p> <p>WT Tactical II = \$102.67</p>	<p>Fire Fighter: \$30.850</p> <p>Apparatus Oper.: \$40.840</p> <p>Company Officer: \$48.870</p> <p>Batt. Chief: \$58.390</p> <p>Asst. Chief: \$68.950</p> <p>Div. Chief: \$27.140</p> <p>Dep. Chief: \$27.140</p> <p>Chief: \$74.130</p>
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AS PER THE STRATEGIC PLAN THAT WE PRESENTED TO THE BOARD AND THE PUBLIC ON 8/26/2021.

THE DEPARTMENT COULD USE ATLEAST THREE ADDITIONAL SUV ADMINISTRATIVE VEHICLES TO BE USED BY PEROSNNEL RESPONDING TO CFAA INCIDENTS AND TO RESPOND TO CALLS IN MCCLLOUD.

EXAMPLE OF DIRECT REVENUE TO THE DEPARTMENT FROM VEHICLES OF THIS TYPE:

Peter Tolosano has had multiple assignments this fire season as of 08/30/2021. The following is a breakdown of the revenue created by utilizing the Chevy Tahoe SUV that was donated by Southern Marin FD.

14 Days X \$205.00/day= \$2870.00 X 2 assignments = \$5740.00 + 10% admin fee (\$574.00)

= \$6,314.00 IN DIRECT REVENUE TO THE DEPARTMENT TO BE USED AS WE SEE FIT.

Used 2008 Chevrolet Tahoe LT Sport Utility 4D

Mccloud, CA 96057

[Edit Options](#) Mileage: **136,753**

4.5 Consumer [Write a review](#)



[View Gallery](#)

Private Party Range
\$9,756 - \$12,093

Private Party Value
\$10,925



[Important info & Definitions](#)

Buy
From a Private Party

Vehicle Condition
Good

Valid for ZIP Code 96057 through 9/7/2021

Federal Emergency Management Agency Staffing for Adequate Fire and Emergency Response Grant

The Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program

NOTE: If you are going to apply for this funding opportunity and have not obtained a Data Universal Numbering System (DUNS) number and/or are not currently registered in the System for Award Management (SAM), please take immediate action to obtain a DUNS Number, if applicable, and then to register immediately in SAM. It may take four weeks or more after you submit your SAM registration before your registration is active in SAM, then an additional 24 hours for Grants.gov to recognize your information. Information on obtaining a DUNS number and registering in SAM is available from Grants.gov at: <http://www.grants.gov/web/grants/register.html>. Detailed information regarding DUNS and SAM is also provided in [Section D – Application and Submission Information](#) of this NOFO, subsection, Content and Form of Application Submission. An active registration is required in order to apply for funding.

A. Program Description

- 1. Issued By**
Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), Grant Programs Directorate (GPD)
- 2. Assistance Listings (formerly Catalog of Federal Domestic Assistance Number)**
97.083
- 3. Assistance Listings Title (formerly CFDA Title)**
Staffing for Adequate Fire and Emergency Response (SAFER) Grant
- 4. Funding Opportunity Title**
FY 2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant
- 5. Funding Opportunity Number**
DHS-20-GPD-083-00-99
- 6. Authorizing Authority for Program**
Section 34 of the *Federal Fire Prevention and Control Act of 1974*, Pub. L. No. 93-498, as amended (15 U.S.C § 2229a) <https://www.govinfo.gov/content/pkg/USCODE-2018-title15/pdf/USCODE-2018-title15-chap49-sec2229a.pdf>
- 7. Appropriation Authority for Program**
Department of Homeland Security Appropriations Act, 2020 (Pub. L. No. 116-93) <https://www.govinfo.gov/content/pkg/PLAW-116publ93/pdf/PLAW-116publ93.pdf>

8. Announcement Type

Initial

9. Program Overview, Objectives, and Priorities

Overview

The Fiscal Year (FY) 2020 Staffing for Fire and Emergency Response (SAFER) Grant Program (hereafter referred to as the SAFER Program) is one of three grant programs that constitute the Department of Homeland Security (DHS), Federal Emergency Management Agency's (FEMA) focus on enhancing the safety of the public and firefighters with respect to fire and fire-related hazards. The SAFER Program accomplishes this by providing funding directly to fire departments and volunteer firefighter interest organizations to assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate fire protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments. The SAFER Program represents one part of a comprehensive set of measures authorized by Congress and implemented by DHS. Among the five basic homeland security missions noted in the DHS [Strategic Plan](#), the SAFER Program supports the goal to Strengthen National Preparedness and Resilience. In awarding grants, the FEMA Administrator is required to consider:

- The findings and recommendations of the Technical Evaluation Panel;
- The degree to which an award will reduce deaths, injuries, and property damage by reducing the risks associated with fire-related and other hazards;
- The extent of an applicant's need for a SAFER Program grant and the need to protect the United States as a whole; and,
- The number of calls requesting or requiring a firefighting or emergency medical response received by an applicant.

The [2018-2022 FEMA Strategic Plan](#) creates a shared vision for the field of emergency management and sets an ambitious, yet achievable, path forward to unify and further professionalize emergency management across the country. The SAFER Program supports the goal of *Readying the Nation for Catastrophic Disasters*. We invite all of our stakeholders and partners to also adopt these priorities and join us in building a stronger Agency and a more prepared and resilient Nation.

Objectives

The objectives of the SAFER Program are to assist local fire departments with staffing and deployment capabilities to respond to emergencies and assure that communities have adequate protection from fire and fire-related hazards. Local fire departments accomplish this by improving staffing and deployment capabilities, so they may more effectively and safely respond to emergencies. With enhanced staffing levels, recipients should experience a reduction in response times and an increase in the number of trained personnel assembled at the incident scene.

Priorities

Information on program priorities and objectives for the FY 2020 SAFER Program can be found in [Appendix B – Programmatic Information and Priorities](#).

10. Performance Metrics

The grant recipient is required to collect data to allow FEMA to measure performance of the awarded grant in support of the SAFER Program metrics, which are tied to the programmatic objectives and priorities. In order to measure performance, FEMA may request information throughout the period of performance. In its final performance report submitted at closeout, the recipient must submit sufficient information to demonstrate it has met the performance goal as stated in its award. FEMA will measure the recipient’s performance of the grant by comparing the number of items, supplies, projects, and activities needed and requested in its application with the number of items, supplies, projects, and activities acquired and delivered by the end of the period of performance using the following programmatic metrics:

- Percent of “majority career” SAFER Program recipients structural fire responses that complied with National Fire Protection Association (NFPA) 1710 structural response standards.
- Percent of “majority volunteer” SAFER Program recipients structural fire responses that complied with NFPA 1720 structural response standards.
- Percent of SAFER Program recipients who reported and provided evidence that the grant funding increased compliance with NFPA 1710 or 1720 assembly and deployment standards.

B. Federal Award Information

1. **Available Funding for the NOFO:** \$355 million
2. **Projected number of Awards:** 300
3. **Period of Performance:** 12 to 48 months from the date of award. Extensions to the period of performance are allowed. For additional information on period of performance extensions, refer to [Section H – Additional Information - Extensions to the Grant Period of Performance](#).

FEMA awards under this program only include one budget period, so it will be same as the period of performance. *See 2 C.F.R. § 200.1 for definitions of “budget period” and “period of performance.”*

- **Hiring of Firefighters (Hiring) Activity:** The period of performance for applications funded under the Hiring Activity will be 36 months.
- **Recruitment and Retention (R&R) Activity:** The period of performance for applications funded under the R&R Activity is 12, 24, 36, or 48 months.

- 4. **Projected Period of Performance Start Date(s):** August 24, 2021 (will vary based on award date and activity type)
- 5. **Projected Period of Performance End Date(s):** August 24, 2022 - 2025 (will vary based on award date and activity type)
- 6. **Funding Instrument Type:** Grant

C. Eligibility Information

1. Eligible Applicants

a. Hiring Activity

Fire departments operating in any of the 50 states, as well as fire departments in the District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of Puerto Rico,¹ or any federally recognized Indian tribe or tribal organization. A fire department is an agency or organization having a formally recognized arrangement with a state, local, tribal, or territorial authority (city, county, parish, fire district, township, town, or other governing body) to provide fire suppression to a population within a geographically fixed primary first due response area. National, regional, state, local, tribal and nonprofit interest organizations representing the interests of volunteer firefighters are not eligible to receive a SAFER Program award under the Hiring Activity.

b. R&R Activity

Volunteer and combination fire departments operating in any of the 50 states, as well as fire departments in the District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of Puerto Rico,¹ or any federally recognized Indian tribe or tribal organization. A fire department is an agency or organization having a formally recognized arrangement with a state, local, tribal, or territorial authority (city, county, parish, fire district, township, town, or other governing body) to provide fire suppression to a population within a geographically fixed primary first due response area. National, regional, state, local, tribal and nonprofit interest organizations representing the interests of volunteer firefighters are eligible to receive a SAFER Program award under the R&R Activity. Career fire departments are not eligible to apply for funding under the R&R Activity.

Information on ineligible applications and/or organizations is in [Appendix B – Programmatic Information and Priorities](#).

2. Eligible Activities

¹ The District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of Puerto Rico are all defined as “States” in the Federal Fire Prevention and Control Act of 1974. See 15 U.S.C. § 2203(10).

- **Hiring Activity:** The Hiring Activity offers grants to support applications to hire new, additional firefighters (or to change the status of part-time or paid-on-call firefighters to full-time firefighters), rehire laid off firefighters, or to retain firefighters facing layoff.
- **R&R Activity:** The R&R Activity offers grants to support applications to assist fire departments with the recruitment and retention of volunteer firefighters who are involved with or trained in the operations of firefighting and emergency response.

Each activity has its own application and eligibility requirements, as further outlined in [Appendix B – Programmatic Information and Priorities](#).

3. Other Eligibility Criteria

a. National Incident Management System (NIMS) Implementation

SAFER Program applicants are not required to comply with NIMS to apply for SAFER Program funding or to receive a SAFER Program award. Any applicant who receives an FY 2020 SAFER Program award must achieve the level of [NIMS compliance](#) required by the Authority Having Jurisdiction (AHJ) over the applicant’s emergency service operations (e.g., a local government), prior to the end of the grant’s period of performance.

4. Maintenance of Effort (MOE)

There is no MOE or minimum budget requirement for the FY 2020 SAFER Program.

5. Cost Share or Match

There is no cost share or match or position cost limit for the FY 2020 SAFER Program.

6. Economic Hardship Waivers

Because there is no minimum budget requirement, no cost share requirement, and no position cost limit, an economic hardship waiver process is not necessary. Therefore, no economic hardship waiver process applies to the FY 2020 SAFER Program.

D. Application and Submission Information

1. Key Dates and Times – all times listed are Eastern Time (ET):

Date Posted to Grants.gov:	February 1, 2021
Application Start Date:	February 8, 2021 at 8 a.m.
Application Submission Deadline:	March 12, 2021 at 5 p.m.

All applications must be received by the established deadline.

FEMA’s Grants Outcomes System (FEMA GO) automatically records proof of timely submission and the system generates an electronic date/time stamp when FEMA GO

McCloud FD Application pages

EMW-2020-FF-00813: Fiscal Year (FY) 2020 Staffing for Adequate Fire and Emergency Response (SAFER)

MC CLOUD COMMUNITY SERVICES DISTRICT

Period of performance 11/25/2021 - 11/24/2025

Federal resources awarded **\$435,340.50**

Required non-federal resources **\$0**

Federal resources disbursed to recipient **\$0**

Pending disbursements to recipient **\$0**

Balance of federal resources available **\$435,340.50**

Total requested for Marketing Program category: \$8,300.00

Media Marketing (TV/Radio/Internet, etc.)

BUDGET CLASS

Contractual

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	1	\$2,500.00	\$2,500.00
2	0	\$0.00	\$0.00
3	0	\$0.00	\$0.00
4	0	\$0.00	\$0.00
TOTAL			\$2,500.00

DESCRIPTION

A contractor would be hired to develop a website for McCloud Fire Department and to build a platform that can be updated by a designated department member.

McCloud FD Application pages

**Print Marketing
(Newspaper/Signs/Banners/Flyers/Brochures,
etc.)**

BUDGET CLASS

Supplies

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	1	\$2,200.00	\$2,200.00
YEAR	QUANTITY	UNIT PRICE	TOTAL
2	1	\$1,200.00	\$1,200.00
YEAR	QUANTITY	UNIT PRICE	TOTAL
3	1	\$1,200.00	\$1,200.00
YEAR	QUANTITY	UNIT PRICE	TOTAL
4	1	\$1,200.00	\$1,200.00
TOTAL			\$5,800.00

DESCRIPTION

MFD will distribute direct mailers to members of the community as part of our advertising program for volunteer recruitment. The department will also develop a recruitment tri-fold pamphlet to distribute in the high school and colleges. We will also use a banner at the town's entrance and at the firehouse to promote volunteering.

**Total requested for Personal Protective Equipment (PPE) category:
\$48,241.30**

**Full Set - Structural Personal Protective
Equipment (PPE)**

BUDGET CLASS

Equipment

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	10	\$3,524.13	\$35,241.30
YEAR	QUANTITY	UNIT PRICE	TOTAL
2	0	\$0.00	\$0.00
YEAR	QUANTITY	UNIT PRICE	TOTAL
3	0	\$0.00	\$0.00
YEAR	QUANTITY	UNIT PRICE	TOTAL
4	0	\$0.00	\$0.00
TOTAL			\$35,241.30

DESCRIPTION

Structural Turnout Gear shall consist of the following: 1 SCBA Facepiece, \$306; 1 Fire Coat, \$1,315; 1 Fire Pants, \$798; 1 Fire Helmet, \$269; 2 Hood @ \$100 each, \$200; 1 Set of Fire Boots, \$139.90; 2 sets of gloves @ \$69 each, \$138; 1 set of goggles, \$120. Total of gear: \$3,285.90. California Tax @ 7.25%: \$238.23. Total cost of Structural Turnout Gear: \$3,524.13.

McCloud FD Application pages

Full Set - Wildland Personal Protective Equipment (PPE)

BUDGET CLASS

Equipment

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	10	\$1,300.00	\$13,000.00
2	0	\$0.00	\$0.00
3	0	\$0.00	\$0.00
4	0	\$0.00	\$0.00
TOTAL			\$13,000.00

DESCRIPTION

This item includes the purchase of wildland PPE. Each new recruit would receive a pair of Vibram sole boots, 1 pair of Nomex pants and jacket, 1 wildland helmet, 1 pair of gloves, and 1 set of goggles.

Total requested for Nominal Stipend category: \$80,000.00

Points Based System

BUDGET CLASS

Personnel

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	1	\$20,000.00	\$20,000.00
2	1	\$20,000.00	\$20,000.00
3	1	\$20,000.00	\$20,000.00
4	1	\$20,000.00	\$20,000.00
TOTAL			\$80,000.00

DESCRIPTION

Nominal Stipend would apply to all 10 new Volunteer Firefighters at a rate of approximately \$2,000 annually, paid in quarterly amounts and based on participation in training, emergency response, and meetings.

McCloud FD Application pages

Total requested for Training category: \$14,000.00

Instructor/Train-the-Trainer Training

BUDGET CLASS

Other

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	1	\$1,500.00	\$1,500.00
2	1	\$1,500.00	\$1,500.00
3	1	\$1,500.00	\$1,500.00
4	0	\$0.00	\$0.00
TOTAL			\$4,500.00

DESCRIPTION

This item will provide funding to our Recruitment and Retention Coordinators training regime. We will send the new hired position to train-the-trainer and Instructor courses so that he/she can provide our new recruits with necessary minimum Firefighter 1 and medical training.

Basic (Minimum) Firefighter Training

BUDGET CLASS

Other

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	1	\$5,000.00	\$5,000.00
2	1	\$1,500.00	\$1,500.00
3	1	\$1,500.00	\$1,500.00
4	1	\$1,500.00	\$1,500.00
TOTAL			\$9,500.00

DESCRIPTION

This item will cover the cost of important required training for the new recruits. Our biggest priority will be providing training for our new recruits to keep them engaged in the fire service and getting them to the minimum level of firefighter training as soon as possible. Having all of our new recruits at the level of NFFA 1001 FF-1 based training will be the recruitment and retention coordinators primary goal.

McCloud FD Application pages

**Total requested for Recruitment & Retention Coordinator category:
\$230,622.00**

Salary (Employee)

BUDGET CLASS

Personnel

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	1	\$55,080.00	\$55,080.00
YEAR	QUANTITY	UNIT PRICE	TOTAL
2	1	\$56,732.00	\$56,732.00
YEAR	QUANTITY	UNIT PRICE	TOTAL
3	1	\$58,490.00	\$58,490.00
YEAR	QUANTITY	UNIT PRICE	TOTAL
4	1	\$60,320.00	\$60,320.00
TOTAL			\$230,622.00

DESCRIPTION

Salary of the Recruitment & Retention Coordinator as well as the unemployment insurance, medicare, social security, and workers comp.

Total requested for Insurance packages category: \$78,411.28

Health/Dental

BUDGET CLASS

Personnel

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	1	\$18,727.00	\$18,727.00
YEAR	QUANTITY	UNIT PRICE	TOTAL
2	1	\$19,288.88	\$19,288.88
YEAR	QUANTITY	UNIT PRICE	TOTAL
3	1	\$19,886.60	\$19,886.60
YEAR	QUANTITY	UNIT PRICE	TOTAL
4	1	\$20,508.80	\$20,508.80
TOTAL			\$78,411.28

DESCRIPTION

Covers health care coverage for the Recruitment & Retention Coordinator. Based on 34% of salary.

McCloud FD Application pages

**Total requested for Awards/Incentives for Operational Activities category:
\$6,200.00**

Non-uniform clothing (limited to shirts, jackets, or pullovers)			
BUDGET CLASS			
Other			
YEAR	QUANTITY	UNIT PRICE	TOTAL
1	10	\$200.00	\$2,000.00
2	10	\$20.00	\$200.00
3	10	\$200.00	\$2,000.00
4	10	\$200.00	\$2,000.00
TOTAL			\$6,200.00
DESCRIPTION			
Shirts, jackets and pullovers for volunteer firefighters.			

Grant request summary

The table below summarizes the number of items and total cost within each activity you have requested funding for. This table will update as you change the items within your grant request details.

Grant request summary

Category	Number of sub-categories	Total cost
Marketing Program	2	\$8,300.00
Personal Protective Equipment (PPE)	2	\$48,241.30
Nominal Stipend	1	\$80,000.00
Training	2	\$14,000.00
Recruitment & Retention Coordinator	1	\$230,622.00
Insurance packages	1	\$78,411.28
Awards/Incentives for Operational Activities	1	\$6,200.00
Total	10	\$465,774.57

McCloud FD Application pages

Budget summary

Budget summary

Object class categories	Year 1	Year 2	Year 3	Year 4	Total
Personnel	\$93,807.00	\$96,020.88	\$98,376.60	\$100,828.80	\$389,033.28
Fringe benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$48,241.30	\$0.00	\$0.00	\$0.00	\$48,241.30
Supplies	\$2,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$5,800.00
Contractual	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$8,500.00	\$3,200.00	\$5,000.00	\$3,500.00	\$20,200.00
Total direct charges	\$155,248.30	\$100,420.88	\$104,576.60	\$105,528.80	\$465,774.58
Indirect charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$155,248.30	\$100,420.88	\$104,576.60	\$105,528.80	\$465,774.58
Non-federal resources					
Applicant					\$0.00
State					\$0.00
Other sources					\$0.00
Remarks					N/A
Total Federal and Non-federal resources					
Federal resources	\$155,248.30	\$100,420.88	\$104,576.60	\$105,528.80	\$465,774.58
Non-federal resources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$155,248.30	\$100,420.88	\$104,576.60	\$105,528.80	\$465,774.58
Program income					\$0.00

Other Department Success Stories

Stayton (OR) Fire Department SAFER Recruitment and Retention Success Snapshot

Grant Highlights

- Created a marketing program that was designed to be updated regularly. The marketing program helped Stayton FD to establish a brand in the community that continues to be recognized even after the grant expired.
- Partially funded a recruitment and retention (R&R) coordinator position. The R&R coordinator works full-time and responds to day-time, weekday calls while many volunteers are unavailable.
- The “join rate” for Stayton FD increased by more than 400% during the early years of the grant and today it remains more than double what it was prior to the grant being awarded.
- Developed a retention plan that is continually updated based on feedback from members that is solicited on a regular basis.

By the Numbers

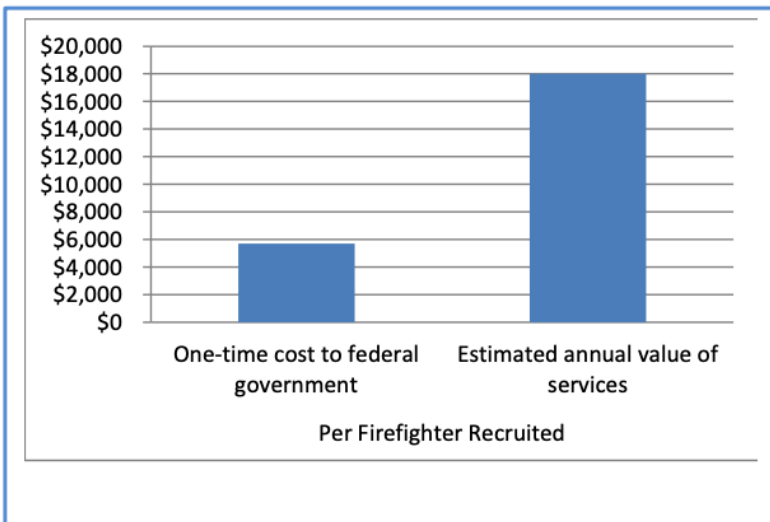
Years:	2008-2010; 2010-2014
Grant size:	\$455,600
Firefighters recruited:	80
Estimated annual value of services:	\$1.44 million

“Our average volunteer turnout per incident has increased substantially since we received the SAFER grant. This is critical because Stayton has a small population base to draw from for prospective volunteers. Having an R&R coordinator to manage our outreach efforts to the public, work with new recruits and take charge of our retention program has been the key.”

Chief Jack Carriger
Stayton Fire Department
NVFC Oregon Director

Statewide Impact

Stayton’s marketing efforts led to the recruitment of 29 volunteer firefighters in 15 neighboring departments. Stayton’s R&R coordinator also helped to start the Oregon Firefighter Recruitment Network, which benefits volunteer firefighter recruitment efforts across the state.



McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Committees of the Board of Directors
POLICY NUMBER: 4060
ADOPTED: September 23, 2002
REVIEWED: 02/27/14, 08/21/19, 01/21/20, *09/08/21*
REVISED: 03/24/14, 09/23/19, 02/10/20, *Final Date*

4060.10 The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable. 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.

4060.20 The following shall be standing committees of the Board:

4060.21 Policy Review Committee

4060.22 Safety Committee

4060.23 Public Works Committee

4060.24 Finance and Audit Committee

4060.25 Old McCloud Courthouse Project

4060.26 Fire and Ambulance Committee

4060.30 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. *Each standing committee shall consist of two Board members.* The chair of each committee will establish and announce a yearly meeting schedule at the next regular meeting of the Board of Directors.

4060.40 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 shall be submitted to the Board via a written or oral report.

4060.50 All meetings of standing committees shall comply with applicable open meeting laws (e.g. the "Brown Act").

4060.60 The Board's standing Policy Review Committee shall be concerned with proposed ordinances and/or District policies.

4060.70 The Board's standing Safety Committee shall be concerned with review, update and performance of the District safety and other liability reduction programs.

MCSD Policy 4060 – Committees of the Board of Directors

4060.80 The Board's standing Public Works Committee shall be concerned with developing facility improvement plans.

4060.90 The Board's standing Finance and Audit Committee shall be concerned with the financial management of the District, including assisting the preparation of an annual budget and major expenditures.

4060.100 The Board's standing Old McCloud Courthouse Project Committee shall be concerned with the rehabilitation of the building and keeping the rehabilitation to as close as possible to the building's original condition. Funding for the courthouse restoration is comprised solely of donated funds.

4060.110 The Board's standing Fire and Ambulance Committee shall review and evaluate all components of the MCSD Fire Department and Ambulance Service.