



## McCloud Community Services District

220 West Minnesota Avenue P.O. Box 640

McCloud, California 96057

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### REGULAR MEETING OF THE BOARD OF DIRECTORS

SCOUT HALL - 405 E. COLOMBERO DRIVE

October 9<sup>th</sup>, 2023 at 6pm

### 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: Discussion/action** regarding approval of the minutes of the Regular Meeting of September 25, 2023.
- 4. Announcement of Events:**
- 5. Communications:**
- 6. Reports:**
  - A. General Manager-No Report.
  - B. Finance Officer-See written Report.
  - C. Fire Chief- See written Report.
  - D. Public Works Superintendent-No Report.
  - E. Directors
  - F. Committees
- 7. Consent Agenda:**
  - A. Approval of Expenses in the amount of \$17,129.22
- 8. Old Business:**
  - A. Discussion/possible action None
- 9. New Business:**

**A. Discussion/possible action** regarding Resolution No. 8 2023 in appreciation of Michael Quinn.

**B. Discussion/possible action** regarding the first reading of Policy. No 2010 Employee Compensation, Hours of Work and Overtime.

**C. Discussion/possible action** regarding approval of Resolution No. 9, 2023 Approving a Publicly Available Pay Schedule as required by California Code of Regulations, Title 2, Section 570.5 & rescinding Resolution No. 6, 2023 to approve amended salary schedule.

**D. Discussion/possible action** regarding the transfer of \$150,000 from Reserve account for Firefighter's Strike Team Future Wages to Operating account to pay strike team payroll.

**E. Discussion/Possible action** regarding accepting possible donation of a used ambulance to back up Medic 17 in case it is broken down.

**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  
September 25, 2023 6:00 pm**

A regular meeting of the Board of Directors of the McCloud Community Services District was called to order at 6:00 p.m. at the Scout Hall. Four Directors (Richey, Hanson, Mullins, Rorke,) Trent was absent. Also present were General Manager Amos McAbier, District Secretary Sarah Roberts and Finance Officer Jennifer Brunello, and Eli Jones Public Works Superintendent was absent.

**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 September 11<sup>th</sup>, 2023.

*C. Richey made a motion to approve the minutes of the regular Meeting on September 11th, 2023; motion seconded by J. Mullins; Motion passed with 4 Ayes. (Richey, Hanson, Rorke, Mullins.) and 1 absent (Trent).*

**4. Announcement of Events:** *Fireman's Ball October 7<sup>th</sup>, 2023*

**5. Communications:** *None*

**6. Reports:**

**A.** General Manager-*None.*

**B.** Finance Officer- *None.*

**C.** Fire Chief- *Charlie Miller Verbal report.*

**D.** Public Works Superintendent-*None.*

**E.** Directors-*None.*

**F.** Committees-*None.*

**7. Consent Agenda:**

**A.** Approval of Expenses in the amount of \$37,205.10.

*C. Richey made a motion to approve expenses in the amount of \$37,205.10; motion seconded by M. Rorke. Motion passed with 4 Ayes. (Richey, Hanson, Mullins, Rorke.) and 1 absent (Trent).*

**8. Old Business:**

**A. Discussion/possible action** regarding approval of Resolution No. 7, 2023 and the second and final reading of the 2023-24 budget.

*M. Rorke made a motion to approve Resolution No. 7, 2023 and the second and final reading of the 2023-24 Budget with the following corrections to page 25 of 127 the definitions need to be*

*changed to the Gatsby 54 definitions; motion seconded by J. Mullins; Motion passed with 4 Ayes. (Richey, Hanson, Mullins, Rorke.) and 1 absent (Trent).*

**9. New Business:**

**A. Discussion/action** Regarding review of the 2022 Audit Draft.

*Tabled*

**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.** 6:20pm

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Michael Hanson/President of the Board

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Sarah Roberts/Secretary of the Board

**MCSO BOARD OF DIRECTORS**  
**Finance Officer's Report**  
**October 9, 2023**

**AGENDA SUPPORTING DOCUMENT**  
**Agenda Item No. 6 B**

Well, now that the budget is finally completed, I have been able to focus on some other tasks, such as preparing for a possible park tax rate increase. I have been working on a lot of different things such as the quarterly taxes, salary schedule, and the fire department strike team payroll. What a complicated way to find the rate to pay them! Got it all figured out though, without pulling my hair out!

I have also been continuously learning a lot about the district and Black Mountain Software, as well as reading and participating in as many webinars that I can to learn about the software, CalPERS, EDD and employer taxes, Capital asset accounting, governmental accounting, CalOES, and the many laws/regulations that pertain to special districts. I have also been studying the Actuarial reports and am learning a lot from them about the unfunded liability of the district. Keith and I have also been working on straightening out a few of the on-going errors that have been in the payroll & accounting system since the software was purchased. Doing this has taught me a lot about the BMS software program, which is probably going to need to be replaced in the future with a more efficient and updated software program.

The reserves/LAIF account is currently earning \$10,278.35 per month in interest. The rising interest rates have been good for the district's bank accounts.

# McCloud Fire Department Monthly Fire Chiefs Report

## September 2023



INCIDENT TYPE	# INCIDENTS
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	6
440 - Electrical wiring/equipment problem, other	1
522 - Water or steam leak	1
551 - Assist police or other governmental agency	1
553 - Public service	1
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	1
661 - EMS call, party transported by non-fire agency	4
733 - Smoke detector activation due to malfunction	1
<b>Total Incidents</b>	<b>18</b>

### Fires

Total Fires: 0      Structure: 0      Vegetation: 0      Vehicle: 0      Nuisance: 0  
    In town: 0      Mutual Aid: 0      Z.I.B. Area: 0

**Fire Notes:** None.

### EMS Calls

Total Medical Aid Calls: 11 (includes traffic collisions)      BLS: 2      ALS: 15  
 Transported by Medi 17: 6      Paramedic Intercept: 0      Transported by MSAS: 4      Non-Transport: 1  
 Traffic Collisions: 0      Non-Injury: 0  
    In town: 10      Mutual Aid: 0      Z.I.B. Area: 1

**EMS Call Notes:** No extraordinary calls this month.

### Miscellaneous Calls

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

**Miscellaneous call notes:** Multiple Overhead assignments

**Total ZIB Contract Calls this calendar year: 42**

**Total Calls for service this calendar year: 192**

**McCloud Fire Department Monthly Fire Chiefs Report  
September 2023**



**PERSONNEL**

**FIRE CHIEF**

**CHARLIE MILLER EMT-P**

**ASSISTANT CHIEF (FIRE) 1701**

**TRENTON VOGUS EMT-1**

**ASSISTANT CHIEF (EMS) 1702**

**KIRK THOMSEN EMT-P**

**Paid Staff**

**SEAN PROUTY EMT-P**

**DIVISION CHIEF (TRAINING)**

**NATE GIRARD EMT-1**

**LIEUTENANT (FIRE) 1708**

**NATE MASCIOLA EMR**

**Richard Harrison EMT-P**

**CAPTAIN (Fire)**

**STEPHEN RICHARDSON 1<sup>ST</sup> RESP.**

**LIEUTENANT (EMS) 1709**

**DAN FAY EMT-1**

**FIREFIGHTERS**

**Jettus Memmer EMT-1  
(Amb/Engine Operator)**

**Alisa Glenn EMT-1  
(Wildland FF)**

**Cindy Miller EMT-1  
Engine Driver Trainee**

**Parker Girard 1<sup>st</sup> Resp.  
Wildland FF**

**Joe Dewitt (EMR)  
Engine Operator**

**Mike Worthington EMT-1  
Engine Operator**

**James Lewis  
Amb/Engine Operator (Trainee)**

**Alex Bolado  
Ambulance Driver**

**Scott Oliver  
(Wildland FF & Driver Trainee)**

**Corey Teschner  
Wildland FF)**

**AUXILIARY/NON-FIREFIGHTERS, DRIVERS & SUPPORT STAFF**

**Peter Tolosano  
(Battalion Chief)**

**Donna Sager  
(Battalion Chief)**

**Bruce French  
(Ambulance Driver)**

**Jessie Gray  
(Wildland FF & Amb. Driver)**

**Bob Masciola  
(Ambulance Driver)**

**Nicole Fetterhoff  
(Ambulance Driver)**

**Martin Glenn  
(Amb. Driver)**

**Merlin Huddleston  
Administrative**

**Scott Cassell  
(New Recruit)**

**Derrick Hanvey  
(New Recruit)**

**Chris Farley  
( New Recruit)**

**SHIFT PROGRAM FIREFIGHTERS**

**Mike Mullet (EMT-1)  
(Fire Captain)**

**Justin Richardson  
(Fire Captain)  
Joel Lukenbill  
(Rope Rescue)**

**Bill Lachenmeyer (EMT-1)  
(Wildland FF & Amb Driver)  
CJ Palmer  
(Dunsmuir FD)**

# McCloud Fire Department Monthly Fire Chiefs Report

## September 2023



### STATION

**STATION 17 (LEATHERMAN HALL):** Breathing air compressor issue. To be investigated by the company that installed it ASAP.

### APPARATUS

1700 (Dodge Ram): Good Condition, nothing to report.

1701 (White Tahoe): Good Condition, nothing to report. Assigned to the 6 Rivers Lightning Complex.

1705 (Red Tahoe): Good Condition, nothing to report. Assigned to the Happy Camp Complex.

Medic 17: Taken to Lithia Chevrolet for repairs to mechanical issues (Fuel/Glow plugs. etc.)

Engine 1711: Good Condition, nothing to report.

Engine 1712: Good Condition, nothing to report.

Engine 1715: Good Condition, nothing to report. Stored in Mt Shasta Forest Building.

Engine 1717: In Sacramento for repairs to the Transfer Case. Estimated 6 weeks.

Squad 1740: Good Condition, nothing to report.

Engine 1776: Not in service yet.

### Fire Department Drills

#1 Fire: (Thursday 6-10 pm) Date: 9/7/23 Topic: Pumping

#2 Fire: (Thursday 6-10 pm) Date: 9/14/23 Topic: Structure Fires

#3 Fire: (Thursday 6-10 pm) Date: 9/21/23 Topic: Progressive hoselays and mobile attack.

#4 Fire: (Thursday 6-10 pm) Date: 9/28/23 Topic: Air monitor usage. S 1740 familiarization with new staff.

**Training Notes:** Training for the 2023 wildland fire season was completed right in time for us to be able to send some of our personnel out on major incidents utilizing the CFAA Contract. Firefighter Recruit Corey Teschner joined more experienced members of the department on Engine 1712 to respond to the Happy Camp Complex for 6 shifts. Corey reports that he learned a great deal that will help him respond to local incidents.



# McCloud Fire Department Monthly Fire Chiefs Report

## September 2023



### Billing

#### EF Recovery (Fire/Rescue Responses only)

Billed This month: \$0. (FY 22/23): \$203.64 Received (FY 22/23): \$478.25 Outstanding: \$877.20.

### Ambulance Billing

**We have not received any information from Whitman on August Billing! Chief will update the board as soon as the August numbers are given to us. (Whitman invoices and billing information run 1 month behind)**

	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
JULY '23	\$ 22,526.15	\$ 11,938.68	\$ 1,235.80	\$ -	\$ 9,351.67	\$ 6,209.03	\$ -	\$ -	\$ 6,209.03	\$ -	\$ -	\$ 89,785.00
AUGUST '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SEPTEMBER '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OCTOBER '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NOVEMBER '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DECEMBER '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
JANUARY '24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FEBRUARY '24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MARCH '24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
APRIL '24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MAY '24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
JUNE '24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>YEAR TO DATE TOTALS</b>	\$ 22,526.15	\$ 11,938.68	\$ 1,235.80	\$ -	\$ 9,351.67	\$ 6,209.03	\$ -	\$ -	\$ 6,209.03	\$ -	\$ -	\$ -

### Fiscal Year 22/23 Wittman Enterprises Billing Report

(Fiscal year 22/23) Avg. Net Payments/Revenue: \$6,209.03

Projected FY: \$74,508.00

(Fiscal year 22/23) Avg. Net Charges: \$9,351.67

Projected FY: \$112,220.04

Outstanding Whitman Accounts Receivable as of 8/15/23: \$89,785.00

### Fiscal Year 22/23 Wittman Enterprises Billing Report for comparison

	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
JULY '22	\$ 49,776.70	\$ 20,291.68	\$ 10,287.43	\$ 2,479.64	\$ 16,717.95	\$ 12,815.05	\$ -	\$ -	\$ 12,815.05	\$ -	\$ -	\$ 79,201.05
AUGUST '22	\$ 18,065.05	\$ 7,131.25	\$ 10,610.58	\$ -	\$ 323.22	\$ 17,082.33	\$ -	\$ -	\$ 17,082.33	\$ -	\$ -	\$ 62,441.94
SEPTEMBER '22	\$ 36,989.65	\$ 6,695.02	\$ 10,732.03	\$ -	\$ 19,562.60	\$ 10,875.34	\$ -	\$ -	\$ 10,875.34	\$ -	\$ -	\$ 71,129.20
OCTOBER '22	\$ 2,422.45	\$ 1,083.91	\$ 2,126.92	\$ -	\$ (788.38)	\$ 6,805.53	\$ -	\$ -	\$ 6,805.53	\$ -	\$ -	\$ 63,535.29
NOVEMBER '22	\$ 36,905.30	\$ 15,231.79	\$ 2,317.11	\$ (506.10)	\$ 19,862.50	\$ 4,796.60	\$ -	\$ -	\$ 4,796.60	\$ -	\$ -	\$ 78,601.19
DECEMBER '22	\$ 12,838.35	\$ 10,586.17	\$ 5,624.92	\$ -	\$ (3,372.74)	\$ 7,844.55	\$ 1,661.83	\$ -	\$ 6,182.72	\$ -	\$ -	\$ 69,045.73
JANUARY '23	\$ 12,132.25	\$ 7,941.88	\$ 1,772.41	\$ -	\$ 2,417.96	\$ 4,423.45	\$ -	\$ -	\$ 4,423.45	\$ -	\$ -	\$ 67,040.24
FEBRUARY '23	\$ 11,592.65	\$ 3,015.20	\$ 170.25	\$ -	\$ 8,407.20	\$ 5,699.75	\$ -	\$ -	\$ 5,699.75	\$ -	\$ -	\$ 69,747.69
MARCH '23	\$ 22,991.80	\$ 8,990.66	\$ (6.92)	\$ -	\$ 14,008.06	\$ 12,463.18	\$ 546.65	\$ -	\$ 11,916.53	\$ -	\$ (91.57)	\$ 71,747.65
APRIL '23	\$ 20,283.57	\$ 10,082.65	\$ 1,550.53	\$ -	\$ 8,650.39	\$ 7,130.50	\$ 154.15	\$ -	\$ 6,976.35	\$ -	\$ -	\$ 73,421.69
MAY '23	\$ 11,890.90	\$ 977.39	\$ 2,078.57	\$ -	\$ 8,834.94	\$ 9,445.45	\$ -	\$ -	\$ 9,445.45	\$ -	\$ -	\$ 72,811.18
JUNE '23	\$ 31,270.55	\$ 10,094.34	\$ 2,592.72	\$ -	\$ 18,583.49	\$ 4,752.31	\$ -	\$ -	\$ 4,752.31	\$ -	\$ -	\$ 86,642.36
<b>YEAR TO DATE TOTALS</b>	\$ 267,159.22	\$ 102,121.94	\$ 49,856.55	\$ 1,973.54	\$ 113,207.19	\$ 104,134.04	\$ 2,362.63	\$ -	\$ 101,771.41	\$ -	\$ (91.57)	\$ -

(Fiscal year 22 / 23) Avg. Net Payments/Revenue: \$8,480.95

22/23 FY: 101,771.41

(Fiscal year 22 / 23) Avg. Net Charges: \$9,433.9

22/23 FY: \$113,207.19

**Billing Notes: EF Recovery has been billing and recovering monies owed to us. We will continue to work with them to bill for all additional revenue.**

# McCloud Fire Department Monthly Fire Chiefs Report

## September 2023



### Major occurrences this month:

- As the board is aware, we hired one Paramedic who decided that he would not continue with the one-year trial of the Shift Paramedic Program. We also hired Richard Harrison as a full-time Paramedic. Richard is loving McCloud and has a rental house lined up to move to town shortly.
- Wildland fire season is in full effect. Several department members were on assignments in September. We continue to be able to send folks out of town and respond to calls for service in McCloud. No calls were missed in September.
- Engine 1717 (“The Wildland Engine”) broke down near Woodland, CA in late August on its way home from pump repairs. It is in West Sacramento at a repair facility. There will be more to come as we get information from the repair shop.
- We continue to accept applications for the Full-time Paramedic position. Hopefully, we will fill the 3<sup>rd</sup> spot in October.
- Medic 17 was taken in for repair of some issues it’s been having, and it remained in the shop for 12 days of September. It returned to service in early October.

\* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
11856		1 ACE HARDWARE		26.86	****					
		Combo Lock for Water Dept								
	586344	09/22/23 Combo Lock		26.86		4072	3000 403000	400		101000
		<b>Total for Vendor:</b>		<b>26.86</b>						
		*** Claim from another period ( 9/23) ****								
11889		10 BAXTER AUTO PARTS		769.10	****					
		Backhoe Parts (Timestart Kit)								
	1567423299	09/26/23 Backhoe Part(Timestart) 1/		192.28		4077	1050 403000	520		101000
	1567423299	09/26/23 Backhoe Part(Timestart) 1/		192.28*		4077	1090 403000	520		101000
	1567423299	09/26/23 Backhoe Part(Timestart) 1/		192.28		4077	2000 403000	520		101000
	1567423299	09/26/23 Backhoe Part(Timestart) 1/		192.26		4077	3000 403000	520		101000
11902		10 BAXTER AUTO PARTS		120.65	****					
		Shop Supplies: Brake Cleaner, Thread Lock								
	1567423449	10/03/23 Brake Cleaner, Thread Lock		30.17		4141	1090 403000	400		101000
	1567423449	10/03/23 Brake Cleaner, Thread Lock		30.16		4141	2000 403000	400		101000
	1567423449	10/03/23 Brake Cleaner, Thread Lock		30.16		4141	3000 403000	400		101000
	1567423449	10/03/23 Brake Cleaner, Thread Lock		30.16		4141	1050 403000	400		101000
		<b>Total for Vendor:</b>		<b>889.75</b>						
		*** Claim from another period ( 8/23) ****								
11854		42 DON R ERICKSON OIL		632.24	****					
		Dyed Diesel 125 gal @ \$4.89								
	195487	09/11/23 Dyed Diesel 125 @ \$4.89 1/4th		158.06			1050 403000	420		101000
	195487	09/11/23 Dyed Diesel 125 @ \$4.89 1/4th		158.06			1090 403000	420		101000
	195487	09/11/23 Dyed Diesel 125 @ \$4.89 1/4th		158.06			2000 403000	420		101000
	195487	09/11/23 Dyed Diesel 125 @ \$4.89 1/4th		158.06			3000 403000	420		101000
		<b>Total for Vendor:</b>		<b>632.24</b>						
		*** Claim from another period ( 9/23) ****								
11903		1298 EAN SERVICES, LLC		765.01	****					
		Rental Car for Anvil and Flat Fire in Oregon								
	34100733	09/30/23 Rntl Car: Anvil & Flat Fires		765.01		100323	1040 402000	340		101000
		<b>Total for Vendor:</b>		<b>765.01</b>						

\* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
11896	IT Service	1279	GARLAND TECH, INC.	125.00								
	005219	10/01/23	Sep2023 IT Service	125.00			1010	402000		396		101000
			<b>Total for Vendor:</b>	<b>125.00</b>								
11873	Quarterly Wastewater Pond Consulting	443	LAWRENCE & ASSOCIATES	7,703.46								
	29686	09/28/23	Quarterly Wastewater Monitorin	7,703.46*		4139	2000	402000		392	13	101000
			<b>Total for Vendor:</b>	<b>7,703.46</b>								
11857	Sept 2023 Power Bill	120	PACIFIC POWER - 001 7 FIRE	678.86								
	Sep2023	09/18/23	Shop-Area Light	43.70			1010	403000		450		101000
	Sep2023	09/18/23	Library-Area Light	21.84			1080	403000		450		101000
	Sep2023	09/18/23	Shop	52.71			1010	403000		450		101000
	Sep2023	09/18/23	Dist Office	156.79			1010	403000		450		101000
	Sep2023	09/18/23	Fire	285.05			1040	403000		450		101000
	Sep2023	09/18/23	Ambulance	54.10			1040	403000		450		101000
	Sep2023	09/18/23	Library	64.67			1080	403000		450		101000
			<b>Total for Vendor:</b>	<b>678.86</b>								
11858	Sep 2023 Power	124	PACIFIC POWER - 005 8 PARK	133.65								
	Sep2023	09/18/23	Scout Hall - Area Light	17.48			1070	403000		450		101000
	Sep2023	09/18/23	Scout Hall - Field Light	4.37			1010	403000		450		101000
	Sep2023	09/18/23	Hoo Hoo - Field Lights	42.68			1070	403000		450		101000
	Sep2023	09/18/23	Hoo Hoo - Gazebo	21.80			1070	403000		450		101000
	Sep2023	09/18/23	Scout Hall	37.06			1070	403000		450		101000
	Sep2023	09/18/23	Scout Hall	10.26			1010	403000		450		101000
			<b>Total for Vendor:</b>	<b>133.65</b>								
11855	Petty Cash Expenditures for ME	1040	Petty Cash - MCSD	11.73								
	McCloudMkt	09/08/23	Cicrox, Petroleum Jelly	11.73		448062	3000	403000		400		101000
			<b>Total for Vendor:</b>	<b>11.73</b>								

\* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
												Account
11874			148 SISKIYOU COUNTY GENERAL SERVICES	4,223.20	****							
Sept.	2023	Dump Fees					1090		405000	710		101000
	Sep2023	10/03/23 Dump Fees		4,223.20								
			<b>Total for Vendor:</b>	<b>4,223.20</b>								
11860			169 SOLANOS HOME IMPROVEMENT CNTR	166.37	****							
Supplies												
	322458	09/22/23	Wheelbarrow Tire 1/4th	19.05		4075	1050		403000	400		101000
	322458	09/22/23	Wheelbarrow Tire 1/4th	19.05		4075	1090		403000	400		101000
	322458	09/22/23	Wheelbarrow Tire 1/4th	19.05		4075	2000		403000	400		101000
	322458	09/22/23	Wheelbarrow Tire 1/4th	19.04		4075	3000		403000	400		101000
	264528	09/22/23	Concrete	72.16		4064	2000		403000	400		101000
	264584	09/25/23	Concrete	18.02		4076	2000		403000	400		101000
11901			169 SOLANOS HOME IMPROVEMENT CNTR	30.55								
Paint												
	323093	10/02/23	Spray Paint, Masking Tape	30.86		4140	1090		403000	400		101000
	323093	10/02/23	Less Disc-Pd by 11-10-23	-0.31		4140	1090		403000	400		101000
			<b>Total for Vendor:</b>	<b>196.92</b>								
11891			345 US BANK EQUIPMENT FINANCE	453.32	****							
Sep 2023	Richo	Copier Rent										
	511352932	09/20/23	Richo Copier 09/14/23-10/14	422.67			1010		403000	410		101000
	511352932	09/20/23	Sales&Use Tax 10/14/23	30.65			1010		403000	410		101000
	511352932	09/20/23	\$41.01 Late Charge Waived b	0.00			1010		403000	410		101000
			<b>Total for Vendor:</b>	<b>453.32</b>								
11881			1240 VALLEY PACIFIC PETROLEUM	1,289.22	****							
Vehicle Fuel												
	CL23682718	09/30/23	Fire-DdgRam U17 9/25/23	122.05			1040		403000	430		101000
	CL23682718	09/30/23	Fire-WtTahoe 9/16/23 152,1	96.81			1040		403000	430		101000
	CL23682718	09/30/23	Fire-WtTahoe 9/20/23 152,2	71.75			1040		403000	430		101000
	CL23682718	09/30/23	Fire-RdTahoe 9/16/23 132,6	68.57			1040		403000	430		101000
	CL23682718	09/30/23	Fire-RdTahoe 9/23/23 133,0	81.71			1040		403000	430		101000
	CL23682718	09/30/23	F350 9/19/23 72.853mi 1/4t	41.44			1050		403000	430		101000
	CL23682718	09/30/23	F350 9/19/23 72.853mi 1/4t	41.44			1090		403000	430		101000

\* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
CL23682718		09/30/23	F350 9/19/23 72,853mi 1/4t		41.44			2000		403000	430		101000
CL23682718		09/30/23	F350 9/19/23 72,853mi 1/4t		41.43			3000		403000	430		101000
CL23682718		09/30/23	SlvrFord 9/19/23 91,819 1/		23.06			1050		403000	430		101000
CL23682718		09/30/23	SlvrFord 9/19/23 91,819 1/		23.06			1090		403000	430		101000
CL23682718		09/30/23	SlvrFord 9/19/23 91,819 1/		23.06			2000		403000	430		101000
CL23682718		09/30/23	SkvrFord 9/19/23 91,819 1/		23.07			3000		403000	430		101000
CL23682718		09/30/23	SlvrFord 9/25/23 92,039 1/		27.67			1050		403000	430		101000
CL23682718		09/30/23	SlvrFord 9/25/23 92,039 1/		27.67			1090		403000	430		101000
CL23682718		09/30/23	SlvrFord 9/25/23 92,039 1/		27.66			2000		403000	430		101000
CL23682718		09/30/23	SlvrFord 9/25/23 93,039 1/		27.66			3000		403000	430		101000
CL23682718		09/30/23	Rear loader 9/26/23 23,939		208.81			1090		403000	420		101000
CL23682718		09/30/23	Side loader 9/19/23 29,16		202.31			1090		403000	420		101000
CL23682718		09/30/23	Fire-Squad 1740 9/25/23 11		68.54			1040		403000	420		101000
Total for Vendors:					1,289.22								
Total for Claims:					15								
Total:					17,129.22								13

Fund/Account	Amount
1010 GENERAL	
101000 Operating Cash	\$846.15
1040 FIRE	
101000 Operating Cash	\$1,613.59
1050 ALLEYS	
101000 Operating Cash	\$491.72
1070 PARKS	
101000 Operating Cash	\$119.02
1080 LIBRARY	
101000 Operating Cash	\$86.51
1090 REFUSE	
101000 Operating Cash	\$5,156.60
2000 SEWER	
101000 Operating Cash	\$8,285.36
3000 WATER	
101000 Operating Cash	\$530.27
<b>Total:</b>	<b>\$17,129.22</b>

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: \$17,129.22 Paper Checks  
Signature #2

Signature #4

Signature #3 \_\_\_\_\_

Signature #5 \_\_\_\_\_



**McCLOUD COMMUNITY SERVICES DISTRICT**

P.O. Box 640 McCloud, California 96057

Tel: (530) 964-2017 Fax: (530) 964-3175

**RESOLUTION No. 8, 2023**

**A RESOLUTION OF APPRECIATION FOR CFO MIKE QUINN**

**WHEREAS**, Mike Quinn served as Chief Finance Officer from October of 2017 until July of 2023, and drove daily to and from Redding to come to work here at the MCSD.

**WHEREAS**, Mike oversaw all of the district's business communications during the unexpected emergency absence of the General Manager during the Mud Creek emergency project. He took over and made sure the project and the district continued to run smoothly, as well as making sure the agendas were out and the vendors were paid on time. This was in addition to his regular work schedule.

**WHEREAS**, Mike analyzed and successfully presented the District's audits and executed a way forward, catching the District up on several years of audits.

**WHEREAS**, during Mike's employment, the CERBT & CEPPT funds were established, which drastically reduces the District's unfunded liabilities.

**WHEREAS**, Mike consolidated & refinanced the district's loans for a faster payoff & lower interest rates. He also initiated a good working relationship with Five Star Bank, which has been beneficial to our LAIF/reserve accounts by earning the district much higher interest rates.

**WHEREAS**, Mike attended Finance & Audit meetings as Chief Finance Officer and represented the district at many of the League of Local Agencies Board meetings.

**WHEREAS**, before Mike retired, he decided to put off his prospected retirement date until the district found a replacement for him and trained his replacement before he retired. Since his retirement, he continuously made himself available for any troubleshooting, clarifications, and software issues that have come up, even while he was on vacation in Alaska.

**WHEREAS**, since Mike started his position as CFO, he has worked hard to help the district become more financially stable and as a result of his knowledge and efforts, has left the district in a more capable position to manage its finances.

**WHEREAS**, Mike has a tax preparation business he runs from home, used to host his own radio show, sells music albums, and has been asked to be a judge in many apple pie contests around the local area. He is an avid fisherman will enjoy his retirement doing these things, as well as continuing to be supportive in our local communities.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the McCloud Community Services District hereby publicly expresses its respect and gratitude to Mike Quinn for six (6) years of dedicated service to this community.

McCLOUD COMMUNITY SERVICES DISTRICT

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Michael Hanson/President of the Board

The foregoing resolution was introduced at a regular meeting of the Board of Directors of the McCloud Community Services District held on October 9, 2023 and adopted by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST: \_\_\_\_\_  
Sarah Roberts/Secretary of the Board

**McCLOUD COMMUNITY SERVICES DISTRICT**  
**Policy and Procedure Manual**

**POLICY TITLE:** Employee Compensation, Hours of Work and Overtime  
**POLICY NUMBER:** 2010  
**ADOPTED:** September 23, 2002  
**REVIEWED:** 10/13/15, 04/12/16, 09/09/20  
**REVISED:** 10/12/04, 09/12/16, 11/09/20

**2010.10** This policy shall apply to all employees.

**2010.20** Regular Full-Time Employees

**2010.21** The Board of Directors has established a salary schedule for each full-time regular position classification within the District. At the time of hiring, an employee shall be placed on the first step of the salary schedule unless otherwise recommended by the General Manager and approved by the Board of Directors.

**2010.22** Regular full-time employees shall be entitled to a percentage increase per the MOU for the ensuing fiscal year, effective July 1<sup>st</sup>, if approved by the Board of Directors in the annual budget. Employees are eligible on their anniversary date for advancement to the next step on the salary schedule within their position classifications and the limits of the salary schedule, dependent upon satisfactory performance and upon the approval by the General Manager. The General Manager position shall be entitled to the same percentage increase per the MOU as stated above.

**2010.23** Employees within certain position classifications may be eligible for a 1% incentive pay increase upon successful completion of coursework approved jointly by representatives of the Union, Public Works Superintendent and the General Manager and relevant to the job, achievement of certification above and beyond that required for the position held by the employee and/or for superior performance.

**2010.24** Employees successfully passing/receiving certifications from the California Department of Health Services to move to the next job classification, shall go to the step which provides the next highest salary.

**2010.30** Temporary or Seasonal Employees

Temporary or seasonal employees will be paid at the hourly rate detailed in the salary schedule approved by the Board of Directors. If the temporary employee is provided by a temporary personnel service, said employee will be paid by the temporary personnel service and not the District.

**2010.40** Regular Part-Time Employees

**2010.41** The Board of Directors has established a salary schedule for each part-time regular position classification within the District. At the time of hiring, an employee shall be placed on the first step of the salary schedule unless otherwise recommended by the General Manager and approved by the Board of Directors.

**2010.42** Regular part-time employees shall be entitled to a cost of living increase for the ensuing fiscal year, effective July 1, if approved by the Board of Directors in the annual budget. Employees are eligible on a fiscal year basis for advancement to the next step on the salary schedule within their position classification and the limits of the salary schedule, dependent upon satisfactory performance and written recommendation by the General Manager.

**2010.50** Work Week and Job Assignments

The workweek shall consist of seven (7) consecutive days from 12:00 a.m. Monday through midnight Sunday. Regular office staff hours begin at 8:00 a.m. and end at 5:00 p.m., Monday through Friday. Regular field staff hours are 7:00 a.m. to 3:30 p.m. Alternative work hours may be established by the District as necessary to facilitate snow removal and/or emergency situations. The basic day of work for full-time employees is eight (8) hours, exclusive of a one-half (1/2) hour meal period, which is not compensated. Basic day of work for full time office staff employees is eight (8) hours exclusive of a one (1) hour meal period which is not compensated. Rest periods are provided on employer-paid time for a period of ten (10) minutes during each four (4) consecutive hours of work. Such rest periods will be scheduled in accordance with District business requirements and in a location acceptable to the District. Various factors such as work load, operational efficiency and staffing needs may require variations in an employee's starting and quitting times and total hours worked each day or each week. The District reserves the right to assign employees to jobs other than their usual assignments when required. When reasonable justification or public service needs require, employees may be required to work "on-call time", "call-out time", overtime or hours other than those normally scheduled. As part of its responsibility to its customers, the District expects its employees to **beat be at** work as

scheduled, to arrange their personal schedules to accommodate the District's established working hours and to notify the District prior to their schedule start time if they expect to be absent or tardy. If it becomes necessary for non-exempt employees to leave during working hours for personal business, permission to leave must be obtained from the employee's supervisor or the General Manager. A leave application form must be completed for time to be charged to accrued vacation or sick leave.

## **2010.60** Overtime Policy

**2010.61** Employees shall be paid for their hours worked in accordance with all legal requirements. Employees who qualify as administrative, executive or professional employees within the meaning of the State and Federal Wage and Hour laws are exempt from overtime pay and are not subject to this policy. Only regular, full-time employees, other than employees who qualify as administrative, executive, or professional employees within the meaning of the State and Federal Wage and Hour laws may normally be authorized to work overtime hours within the meaning of this policy.

**2010.62** Overtime should be kept to a minimum. All overtime other than overtime for "on-call duty" described below necessitates prior written authorization by the General Manager or his/her designated representative. Employees subject to this policy or authorized to work overtime shall receive overtime pay or compensatory time as provided below.

**2010.63** Authorized overtime is compensated at one and one-half (1 ½) times an employee's regular rate of pay for all hours worked over eight (8) hours in one day or forty (40) hours in any single workweek. For the purposes of this overtime policy, the District's work week begins at 12:00 a.m. Monday and ends at 11:59 p.m. the following Sunday. For purposes of the overtime policy, each work day begins at 12:00 a.m. and ends at 11:59 p.m. on the same day.

**2010.64** Authorized overtime shall be recorded on the timesheet by the employee in writing, along with reference to the date and time of authorization by the General Manager or his/her designated representative. The timesheet shall be initialed and dated by the General Manager. The General Manager may waive the requirement to initial for overtime authorization in order to avoid an unfair result but any such waiver shall be made in the sole discretion of the General Manager.

**2010.641** Overtime is rounded out to the nearest quarter of an hour.

**2010.642** Sick time, holiday and vacation hours paid but not worked are not included in calculating overtime. Overtime is based on actual hours

worked as required by law.

**2010.70** Compensatory Time Off in Lieu of Overtime Pay

**2010.71 Employees** who qualify as administrative, executive or professional employees within the meaning of the State and Federal wage and hour laws (exempt employees) are paid a fixed salary that is intended to cover all of the compensation to which they are entitled, regardless of the number of hours worked in any work week. As such, exempt employees are not entitled to overtime pay under any circumstances. However, the General Manager may authorize compensatory time off for exempt employees under special circumstances who perform authorized work in excess of forty (40) hours during any work week.

**2010.72** Full-time non-exempt employees may choose to be given compensatory time off in lieu of overtime pay for authorized work in excess of forty (40) hours per week to be computed at one and one-half (1 ½) times the excess hours worked. The District Finance Officer shall keep an accurate record of compensatory time earned and compensatory time off for all such employees. An employee may not accrue more than two hundred and forty (240) hours of compensatory time off. After two hundred and forty (240) hours have been accrued, any additional authorized overtime worked will be compensated with overtime pay at the rate of one and one-half (1 ½) times the excess hours worked over forty (40) hours in one week. Request for taking compensatory time off should be submitted to the General Manager in writing as far in advance as feasible. Accumulated compensatory time off may not be used in excess of the total amount specified in the current Memorandum of Understanding between the District and an employee organization.

**2010.80** On-Call Duty

“On-call duty” is defined as that time during which a non-exempt employee of the District is assigned to be available for work after normal working hours Monday through Friday and on those Saturdays, Sundays and holidays officially designated by the District. Any District employee assigned on-call duty shall be entitled to additional pay in the amount of ~~\$150~~ 175 per week in addition to any overtime hours incurred as a result of a call-out during this period. In the event there are less than ~~23~~ field staff who are Operating Engineer members, and available on the roll, staff shall be temporarily compensated \$200 per week in addition to any overtime hours incurred as a result of a call-out during this period.

**2010.90** Call Back Pay

**2010.** When the employee is required to return to work outside of the employee's normal work schedule after the employee has completed the employee's usual work shift and has left the work site, the employee shall earn call back pay. An employee who has been called back shall earn call back pay in an amount equal to a minimum of two (2) hours of overtime pay or the overtime pay for the hours actually worked, whichever is greater. If an employee is called back to work on a holiday, all compensated hours will be paid at double-time (2x the normal hourly wage).

**2010.92** Non-exempt District employees required to return to work outside of the employees' normally assigned work shift for the purpose of attendance at District meetings or functions will receive a minimum of two (2) hours of compensation. If actual time spent in such meetings or at such functions exceeds the minimum two (2) hours, employees will receive compensation for actual time of attendance in excess of the two (2) hour minimum. Employees will be compensated at their regular hourly rate for all such time worked except to the extent that such work exceeds forty (40) hours in any work week for any particular employee, and such excess hours shall then be compensated at one and one-half (1 ½) that employee's regular hourly rate of pay by means of overtime, compensation or compensatory time off as defined in these policies. Employees who qualify as administrative, executive or professional employees within the meaning of the State and Federal wage and hour laws are not subject to this policy and shall not receive payment for call-out time in addition to their usual salary.

**2010.100** Pay Date

Timesheets are due on Monday from each employee. Yearly paydays will consist of a total of twenty-six (26) pay periods with paydays being every other Friday; unless Friday falls on a scheduled holiday, in which instance the pay date shall be the last regular workday immediately prior to that holiday.





**MCCLOUD COMMUNITY SERVICES DISTRICT**  
**Amended 2023-24 SALARY SCHEDULE**  
 Effective July 1, 2023

New 3-year MOU agreement with July 1, 2023 5% wage increase

POSITION	TIME	07/01/2023- AM		7-1-19 to 6-30-21 AM		8-1-22 to 06-23 AM		7-1-17 to 5-31-18KP		05-15-18 to 06-30-18		KD
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8			
GENERAL MANAGER FSLA OT Exempt	ANNUALLY	\$ 91,936.26	\$ 75,000.00	\$ 87,558.38	\$ 70,000.00	\$ 75,000.00	\$ 68,000.00	\$ 70,000.00	\$ 68,000.00	\$ 75,000.00	\$ 68,000.00	
	MONTHLY	\$ 7,661.36	\$ 6,250.00	\$ 7,296.53	\$ 5,833.33	\$ 6,250.00	\$ 5,666.67	\$ 6,250.00	\$ 5,666.67	\$ 6,250.00	\$ 5,666.67	
	BI-WEEKLY	\$ 3,536.01	\$ 2,884.62	\$ 3,367.63	\$ 2,692.31	\$ 2,884.62	\$ 2,615.38	\$ 2,884.62	\$ 2,615.38	\$ 2,884.62	\$ 2,615.38	
	HOURLY	\$ 44.20	\$ 36.06	\$ 42.10	\$ 33.65	\$ 36.06	\$ 32.69	\$ 36.06	\$ 32.69	\$ 36.06	\$ 32.69	
FIRE CHIEF / PT FSLA OT Exempt	ANNUALLY	\$ 25,000.00	*Negotiated Salary									
	MONTHLY	\$ 2,083.33	*Negotiated Salary									
ASSISTANT FIRE CHIEF VOLUNTEER	ANNUALLY	\$ 1,171.60	*Negotiated Salary / Paid Quarterly by Points									
	QUARTERLY	\$ 292.90	*Negotiated Salary / Paid Quarterly by Points									
RECRUITMENT/RETENTION OFFICER	ANNUALLY	\$ 62,904.11	*Salary Established by SAFER Grant Recruitment and Retention Coordinator Proposal for 4 year position									
	BI-WEEKLY	\$ 2,419.39	*Salary Established by SAFER Grant Recruitment and Retention Coordinator Proposal for 4 year position									
FIREFIGHTER VOLUNTEERS	POINTS	\$ 10.00	*Paid Quarterly by Points									
	HOURLY	\$ 16.50	*Non-Exempt Full-time 1-year trial Board-approved Position, approved at the regular meeting on 07-24-23.									
F/T PARAMEDIC EMT/PARAMEDIC POSITION	POINTS	\$ 20.00	*Paid Quarterly by Points									
	TIME	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8			
FINANCE OFFICER FSLA OT Exempt	ANNUALLY	\$ 58,118.35	\$ 61,027.74	\$ 64,071.64	\$ 67,290.20	\$ 70,633.50	\$ 74,176.40	\$ 77,900.00	\$ 81,716.40	\$ 85,623.50	\$ 89,623.50	
	MONTHLY	\$ 4,843.20	\$ 5,085.65	\$ 5,339.30	\$ 5,607.52	\$ 5,886.13	\$ 6,181.37	\$ 6,493.33	\$ 6,811.37	\$ 7,141.95	\$ 7,485.29	
	BI-WEEKLY	\$ 2,235.32	\$ 2,347.22	\$ 2,464.29	\$ 2,598.08	\$ 2,716.67	\$ 2,882.94	\$ 3,036.66	\$ 3,181.37	\$ 3,338.95	\$ 3,499.72	
	HOURLY	\$ 27.94	\$ 29.34	\$ 30.80	\$ 32.35	\$ 33.96	\$ 35.66	\$ 37.42	\$ 39.14	\$ 40.91	\$ 42.74	
PW SUPERINTENDANT FSLA OT Exempt	ANNUALLY	\$ 59,306.18	\$ 62,399.98	\$ 65,493.79	\$ 68,587.59	\$ 71,681.40	\$ 74,775.19	\$ 77,868.98	\$ 80,962.77	\$ 84,056.56	\$ 87,150.35	
	MONTHLY	\$ 4,942.18	\$ 5,200.00	\$ 5,457.82	\$ 5,715.63	\$ 5,973.45	\$ 6,231.27	\$ 6,489.08	\$ 6,746.89	\$ 7,004.71	\$ 7,262.52	
	BI-WEEKLY	\$ 2,281.01	\$ 2,400.00	\$ 2,518.99	\$ 2,637.98	\$ 2,756.98	\$ 2,875.97	\$ 2,994.96	\$ 3,113.95	\$ 3,232.94	\$ 3,351.93	
	HOURLY	\$ 28.51	\$ 30.00	\$ 31.49	\$ 32.97	\$ 34.46	\$ 35.95	\$ 37.43	\$ 38.91	\$ 40.39	\$ 41.87	
DISTRICT SECRETARY	ANNUALLY	\$ 40,768.33	\$ 42,240.37	\$ 43,113.63	\$ 44,386.08	\$ 45,583.68	\$ 47,056.72	\$ 48,505.72	\$ 49,954.72	\$ 51,403.72	\$ 52,852.72	
	MONTHLY	\$ 3,397.36	\$ 3,520.03	\$ 3,592.80	\$ 3,698.84	\$ 3,798.64	\$ 3,921.31	\$ 4,067.14	\$ 4,205.39	\$ 4,346.14	\$ 4,489.39	
	BI-WEEKLY	\$ 1,566.01	\$ 1,624.63	\$ 1,658.22	\$ 1,707.16	\$ 1,753.22	\$ 1,809.84	\$ 1,866.46	\$ 1,923.08	\$ 1,979.70	\$ 2,036.32	
	HOURLY	\$ 19.60	\$ 20.31	\$ 20.73	\$ 21.34	\$ 21.92	\$ 22.62	\$ 23.29	\$ 23.97	\$ 24.64	\$ 25.31	
REFUSE OPERATOR	ANNUALLY	\$ 39,421.02	\$ 41,990.88	\$ 44,560.73	\$ 47,130.58	\$ 49,700.43	\$ 52,270.28	\$ 54,840.14	\$ 57,409.99	\$ 59,979.84	\$ 62,549.69	
	MONTHLY	\$ 3,285.09	\$ 3,499.24	\$ 3,713.39	\$ 3,927.55	\$ 4,141.70	\$ 4,355.86	\$ 4,570.01	\$ 4,784.17	\$ 4,998.32	\$ 5,212.47	
	BI-WEEKLY	\$ 1,516.19	\$ 1,615.03	\$ 1,713.87	\$ 1,812.71	\$ 1,911.56	\$ 2,010.40	\$ 2,109.24	\$ 2,208.08	\$ 2,306.92	\$ 2,405.76	
	HOURLY	\$ 19.33	\$ 20.19	\$ 21.42	\$ 22.66	\$ 23.89	\$ 25.13	\$ 26.37	\$ 27.60	\$ 28.83	\$ 30.06	
UTILITY WORKER I	ANNUALLY	\$ 42,764.33	\$ 44,665.48	\$ 46,631.58	\$ 48,577.68	\$ 50,249.34	\$ 52,744.34	\$ 54,964.89	\$ 56,985.44	\$ 58,846.49	\$ 60,597.04	
	MONTHLY	\$ 3,563.69	\$ 3,723.79	\$ 3,885.97	\$ 4,048.14	\$ 4,187.45	\$ 4,395.36	\$ 4,588.74	\$ 4,784.17	\$ 4,970.01	\$ 5,148.41	
	BI-WEEKLY	\$ 1,644.78	\$ 1,718.67	\$ 1,793.52	\$ 1,868.37	\$ 1,932.67	\$ 2,028.63	\$ 2,114.03	\$ 2,198.83	\$ 2,284.23	\$ 2,369.63	
	HOURLY	\$ 20.56	\$ 21.48	\$ 22.42	\$ 23.35	\$ 24.16	\$ 25.36	\$ 26.43	\$ 27.49	\$ 28.56	\$ 29.63	
UTILITY WORKER II	ANNUALLY	\$ 46,506.83	\$ 47,854.13	\$ 49,249.33	\$ 50,249.33	\$ 52,769.28	\$ 55,389.03	\$ 58,158.49	\$ 60,028.74	\$ 61,848.49	\$ 63,668.24	
	MONTHLY	\$ 3,875.57	\$ 3,987.84	\$ 4,187.44	\$ 4,397.44	\$ 4,615.75	\$ 4,846.54	\$ 5,002.48	\$ 5,035.75	\$ 5,208.21	\$ 5,324.19	
	BI-WEEKLY	\$ 1,788.72	\$ 1,840.54	\$ 1,932.67	\$ 2,029.59	\$ 2,130.35	\$ 2,236.87	\$ 2,308.84	\$ 2,324.19	\$ 2,405.76	\$ 2,486.74	
	HOURLY	\$ 22.36	\$ 23.01	\$ 24.16	\$ 25.37	\$ 26.63	\$ 27.96	\$ 28.86	\$ 29.05	\$ 29.63	\$ 30.06	
WASTE WATER GRADE I CERT. CHIEF PLANT OPERATOR	HOURLY	\$ 70.00	*Work hours limited to what is necessary to effectively administer the testing of the sewer lagoons									
	HOURLY	\$ 18.41	*Work hours limited to what is necessary to effectively administer the testing of the sewer lagoons									
INTERIM UTILITY WORKER / PT	HOURLY	\$ 16.46	\$ 16.96	\$ 17.46	\$ 17.99	\$ 18.53	\$ 19.09	\$ 19.66	\$ 20.24	\$ 20.82	\$ 21.40	
	HOURLY	\$ 16.46	\$ 17.21	\$ 17.98	\$ 18.78	\$ 19.64	\$ 20.52	\$ 21.40	\$ 22.28	\$ 23.16	\$ 24.04	
PARK MAINTENANCE / PT	HOURLY	\$ 15.46	\$ 16.96	\$ 17.46	\$ 17.99	\$ 18.53	\$ 19.09	\$ 19.66	\$ 20.24	\$ 20.82	\$ 21.40	
	HOURLY	\$ 15.46	\$ 17.21	\$ 17.98	\$ 18.78	\$ 19.64	\$ 20.52	\$ 21.40	\$ 22.28	\$ 23.16	\$ 24.04	

MOU expiring 06/30/2026 Section 7.04 Incentive Pay allows for a 1% increase to base wage for those employees who obtain job related licenses or certificates which are beyond those required for their assigned classification. The salary steps detailed above do not reflect automatic increases in pay for any employee; rather, they are set forth as an incentive for the employee to perform his/her duties in a manner that exhibits their increased value to the District.





**MCCLLOUD COMMUNITY SERVICES DISTRICT  
2024-25 SALARY SCHEDULE**  
Effective July 1, 2024

New 3-year MOU agreement with July 1, 2024 5% wage increase

POSITION	TIME	07/01/2023- AM		7-1-19 to 6-30-21 AM		8-1-22 to 06-23 AM		7-1-17 to 5-31-18KP		05/15/18-06/30/18 KD	
		ANNUALLY	MONTHLY	ANNUALLY	MONTHLY	ANNUALLY	MONTHLY	ANNUALLY	MONTHLY	ANNUALLY	MONTHLY
GENERAL MANAGER FSLA OT Exempt	ANNUALLY	\$ 96,533.07	\$ 8,044.42	\$ 75,000.00	\$ 6,250.00	\$ 87,558.38	\$ 7,296.53	\$ 70,000.00	\$ 5,833.33	\$ 75,000.00	\$ 6,250.00
	MONTHLY	\$ 8,044.42	\$ 6,250.00	\$ 6,250.00	\$ 5,833.33	\$ 7,296.53	\$ 6,250.00	\$ 5,833.33	\$ 6,250.00	\$ 5,666.67	\$ 5,666.67
	BI-WEEKLY	\$ 3,712.81	\$ 2,884.62	\$ 2,884.62	\$ 3,367.63	\$ 3,367.63	\$ 2,884.62	\$ 2,692.31	\$ 2,884.62	\$ 2,615.38	\$ 2,615.38
FIRE CHIEF / PT FSLA OT Exempt	ANNUALLY	\$ 25,000.00	\$ 2,083.33	\$ 25,000.00	\$ 2,083.33	\$ 25,000.00	\$ 2,083.33	\$ 25,000.00	\$ 2,083.33	\$ 25,000.00	\$ 2,083.33
	MONTHLY	\$ 2,083.33	\$ 2,083.33	\$ 2,083.33	\$ 2,083.33	\$ 2,083.33	\$ 2,083.33	\$ 2,083.33	\$ 2,083.33	\$ 2,083.33	\$ 2,083.33
	BI-WEEKLY	\$ 961.54	\$ 961.54	\$ 961.54	\$ 961.54	\$ 961.54	\$ 961.54	\$ 961.54	\$ 961.54	\$ 961.54	\$ 961.54
ASSISTANT FIRE CHIEF VOLUNTEER	ANNUALLY	\$ 1,171.60	\$ 292.90	\$ 1,171.60	\$ 292.90	\$ 1,171.60	\$ 292.90	\$ 1,171.60	\$ 292.90	\$ 1,171.60	\$ 292.90
	MONTHLY	\$ 96.80	\$ 24.24	\$ 96.80	\$ 24.24	\$ 96.80	\$ 24.24	\$ 96.80	\$ 24.24	\$ 96.80	\$ 24.24
	BI-WEEKLY	\$ 42.34	\$ 10.10	\$ 42.34	\$ 10.10	\$ 42.34	\$ 10.10	\$ 42.34	\$ 10.10	\$ 42.34	\$ 10.10
RECRUITMENT/RETENTION OFFICER	ANNUALLY	\$ 66,049.31	\$ 5,504.11	\$ 66,049.31	\$ 5,504.11	\$ 66,049.31	\$ 5,504.11	\$ 66,049.31	\$ 5,504.11	\$ 66,049.31	\$ 5,504.11
	MONTHLY	\$ 5,504.11	\$ 458.68	\$ 5,504.11	\$ 458.68	\$ 5,504.11	\$ 458.68	\$ 5,504.11	\$ 458.68	\$ 5,504.11	\$ 458.68
	BI-WEEKLY	\$ 2,540.36	\$ 209.33	\$ 2,540.36	\$ 209.33	\$ 2,540.36	\$ 209.33	\$ 2,540.36	\$ 209.33	\$ 2,540.36	\$ 209.33
FIREFIGHTER VOLUNTEERS	ANNUALLY	\$ 20.00	\$ 1.67	\$ 20.00	\$ 1.67	\$ 20.00	\$ 1.67	\$ 20.00	\$ 1.67	\$ 20.00	\$ 1.67
	MONTHLY	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67	\$ 1.67
	BI-WEEKLY	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73
PW SUPERINTENDANT FSLA OT Exempt	ANNUALLY	\$ 61,024.27	\$ 5,085.36	\$ 64,079.13	\$ 5,339.93	\$ 67,275.22	\$ 5,606.27	\$ 70,654.71	\$ 5,887.89	\$ 74,165.18	\$ 6,180.43
	MONTHLY	\$ 5,085.36	\$ 423.78	\$ 5,339.93	\$ 444.99	\$ 5,606.27	\$ 467.19	\$ 5,887.89	\$ 490.66	\$ 6,180.43	\$ 515.04
	BI-WEEKLY	\$ 2,347.09	\$ 192.66	\$ 2,464.58	\$ 202.27	\$ 2,587.51	\$ 211.88	\$ 2,717.49	\$ 225.33	\$ 2,852.51	\$ 239.59
DISTRICT SECRETARY	ANNUALLY	\$ 42,806.74	\$ 3,567.23	\$ 44,352.38	\$ 3,696.03	\$ 45,269.31	\$ 3,772.44	\$ 46,605.38	\$ 3,883.78	\$ 47,862.86	\$ 3,988.57
	MONTHLY	\$ 3,567.23	\$ 297.27	\$ 3,696.03	\$ 308.00	\$ 3,772.44	\$ 314.37	\$ 3,883.78	\$ 323.98	\$ 3,988.57	\$ 332.42
	BI-WEEKLY	\$ 1,646.41	\$ 135.53	\$ 1,705.86	\$ 141.33	\$ 1,741.13	\$ 145.17	\$ 1,792.51	\$ 149.00	\$ 1,840.88	\$ 152.77
REFUSE OPERATOR	ANNUALLY	\$ 41,392.07	\$ 3,449.34	\$ 44,090.42	\$ 3,674.20	\$ 46,788.77	\$ 3,899.06	\$ 49,487.11	\$ 4,123.93	\$ 52,185.45	\$ 4,348.79
	MONTHLY	\$ 3,449.34	\$ 287.45	\$ 3,674.20	\$ 306.18	\$ 3,899.06	\$ 323.26	\$ 4,123.93	\$ 343.66	\$ 4,348.79	\$ 362.39
	BI-WEEKLY	\$ 1,592.00	\$ 131.02	\$ 1,695.79	\$ 140.09	\$ 1,799.57	\$ 149.13	\$ 1,903.35	\$ 158.17	\$ 2,007.13	\$ 167.22
UTILITY WORKER I	ANNUALLY	\$ 44,902.55	\$ 3,741.88	\$ 46,919.75	\$ 3,909.98	\$ 48,963.16	\$ 4,080.26	\$ 51,005.85	\$ 4,250.49	\$ 52,761.81	\$ 4,396.82
	MONTHLY	\$ 3,741.88	\$ 311.82	\$ 3,909.98	\$ 325.83	\$ 4,080.26	\$ 340.02	\$ 4,250.49	\$ 354.21	\$ 4,396.82	\$ 366.40
	BI-WEEKLY	\$ 1,727.02	\$ 142.61	\$ 1,804.61	\$ 149.94	\$ 1,883.20	\$ 157.26	\$ 1,961.76	\$ 164.57	\$ 2,029.30	\$ 171.77
UTILITY WORKER II	ANNUALLY	\$ 48,832.17	\$ 4,069.35	\$ 50,246.84	\$ 4,187.24	\$ 52,761.80	\$ 4,396.82	\$ 55,407.74	\$ 4,617.31	\$ 58,158.48	\$ 4,846.54
	MONTHLY	\$ 4,069.35	\$ 339.11	\$ 4,187.24	\$ 348.94	\$ 4,396.82	\$ 366.40	\$ 4,617.31	\$ 388.95	\$ 4,846.54	\$ 403.88
	BI-WEEKLY	\$ 1,878.16	\$ 155.46	\$ 1,932.57	\$ 160.42	\$ 2,029.30	\$ 166.18	\$ 2,131.07	\$ 173.56	\$ 2,236.86	\$ 181.84
WASTE WATER GRADE I /CERT. CHIEF PLANT OPERATOR	ANNUALLY	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00
	MONTHLY	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00
	BI-WEEKLY	\$ 31.58	\$ 31.58	\$ 31.58	\$ 31.58	\$ 31.58	\$ 31.58	\$ 31.58	\$ 31.58	\$ 31.58	\$ 31.58
INTERIM UTILITY WORKER /PT	ANNUALLY	\$ 19.33	\$ 1.61	\$ 19.33	\$ 1.61	\$ 19.33	\$ 1.61	\$ 19.33	\$ 1.61	\$ 19.33	\$ 1.61
	MONTHLY	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61
	BI-WEEKLY	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73	\$ 0.73
PARK MAINTENANCE /PT	ANNUALLY	\$ 17.28	\$ 1.44	\$ 17.28	\$ 1.44	\$ 17.28	\$ 1.44	\$ 17.28	\$ 1.44	\$ 17.28	\$ 1.44
	MONTHLY	\$ 1.44	\$ 1.44	\$ 1.44	\$ 1.44	\$ 1.44	\$ 1.44	\$ 1.44	\$ 1.44	\$ 1.44	\$ 1.44
	BI-WEEKLY	\$ 0.64	\$ 0.64	\$ 0.64	\$ 0.64	\$ 0.64	\$ 0.64	\$ 0.64	\$ 0.64	\$ 0.64	\$ 0.64

\*Salary Established by SAFER Grant Recruitment and Retention Coordinator Proposal for 4 year position

\*Negotiated Salary / Paid Quarterly by Points

\*Negotiated Salary

\*Paid Quarterly by Points

\*Paid Quarterly by Points

\*Work hours limited to what is necessary to effectively administer the testing of the sewer lagoons

MOU expiring 06/30/2026 Section 7.04 Incentive Pay allows for a 1% increase to base wages for those employees who obtain job related licenses or certificates which are beyond those required for their assigned classification. The specifics of the salary steps detailed above do not reflect automatic increases in pay for any employee; rather, they are set forth as an incentive for the employee to perform his/her duties in a manner that exhibits their increased value to the District.





**MC CLOUD COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 6, 2023**

**APPROVING A PUBLICLY AVAILABLE PAY SCHEDULE AS  
REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2,  
SECTION 570.5**

**WHEREAS**, The California Code of Regulations (CCR), Title 2, Section 570.5 requires CalPERS member agencies to have a duly approved and adopted publicly available pay schedule; and

**WHEREAS**, the pay schedule must meet the following criteria: position title for every employee position, pay rate for each position, and time base for each pay rate position; and

**WHEREAS**, this regulation requires this criteria be contained in a single board approved document; and

**WHEREAS**, the attached pay schedule meets the above requirements.

**THEREFORE, IT IS HEREBY RESOLVED** that the Board of Directors of the McCloud Community Services District hereby adopts the attached Pay Schedules for the following three years July 1<sup>st</sup> 2023-June 30<sup>th</sup> 2024, July 1<sup>st</sup> 2024-June 30<sup>th</sup> 2025 and July 1<sup>st</sup> 2025-June 30<sup>th</sup> 2026.

**BE IT FURTHERED RESOLVED AND ORDERED** that the attached Exhibit 1 is part of this resolution.

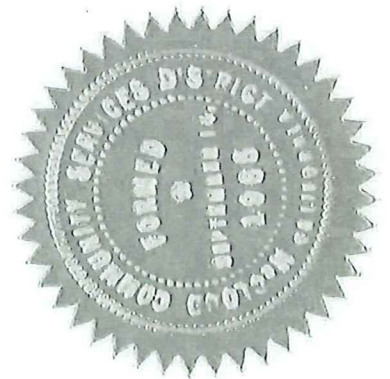
**ADOPTED** on August 14th, 2023 by the following votes:

AYES: Hanson, Richey, Trent, Mullins, Rorke

NOES: 0


ABSENT: 0

ATTEST: 0





Sarah Roberts, District Secretary



Michael Hanson, President of the Board



**MC CLOUD COMMUNITY SERVICES DISTRICT**

**RESOLUTION NO. 9, 2023**

**APPROVING A PUBLICLY AVAILABLE PAY SCHEDULE AS REQUIRED BY  
CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5**

**WHEREAS**, The California Code of Regulations (CCR), Title 2, Section 570.5 requires CalPERS member agencies to have a duly approved and adopted publicly available pay schedule, and

**WHEREAS**, The pay schedule must meet the following criteria: position title for every employee position, pay rate for each position, and time base for each pay rate position; and

**WHEREAS**, this regulation requires this criteria be contained in a single board approved document; and

**WHEREAS**, the attached amended pay schedule meets the above requirements.

**THEREFORE, IT IS HEREBY RESOLVED** that the Board of Directors of the McCloud Community Services District hereby adopts the attached amended Pay Schedules for the following three years: July 1, 2023 to June 30, 2024; July 1, 2024 to June 30, 2025; July 1, 2025 to June 30, 2026.

**BE IT FURTHERED RESOLVED AND ORDERED** that the attached Exhibit 1 is part of this resolution.

**AMENDED and ADOPTED** on October 9th, 2023 by the following votes:

AYES:

NOES:

ABSENT:

ATTEST:

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Sarah Roberts, District Secretary

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Michael Hanson, President of the Board