



McCloud Community Services District

220 West Minnesota Avenue P.O. Box 640

McCloud, California 96057

Phone (530) 964-2017 Fax (530) 964-3175 e-mail mcsd@ci.mccloudcsd.ca.us

REGULAR MEETING OF THE BOARD OF DIRECTORS

SCOUT HALL - 405 E. COLOMBERO DRIVE

August 28, 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 August 14, 2023.
- 4. Announcement of Events:**
- 5. Communications:**
- 6. Reports:**
 - A. General Manager
 - B. Finance Officer-See Written Report and financial statements for quarter ending June 30, 2023.
 - C. Fire Chief
 - D. Public Works Superintendent
 - E. Directors
 - F. Committees
- 7. Consent Agenda:**
 - A. Approval of Expenses in the amount of \$9,678.48
- 8. Old Business:**
 - A. **Discussion/possible action** regarding second reading of new Policy 2235 Paramedic Job Description.

9. New Business:

A. Discussion/possible action regarding the first reading of Policy No. 1060 Miscellaneous Fee Schedule with Attachment A: Dumpster Rental Agreement and Attachment B: Refuse Rules, with minor changes and corrections.

B. Discussion/possible action Establish an Interview Committee for Paramedics positions.

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 14, 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. Five Directors (Richey, Rorke, Hanson, Trent, Mullins.) were present. Also present were Eli Jones Public Works Superintendent, District Secretary Sarah Roberts and Finance Officer Jennifer Brunello, General Manager Amos McAbier 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 July 24th, 2023.

J. Mullins made a motion to approve the minutes of the regular Meeting on July 24th, 2023; motion seconded by C. Richey; Motion passed with 5 Ayes. (Rorke, Richey, Hanson, Trent, Mullins.)

4. Announcement of Events: None

5. Communications: None

6. Reports:

A. General Manager-*Amos McAbier written report.*

B. Finance Officer- *Jennifer Brunello written report.*

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

D. Public Works Superintendent-*Eli Jones written report.*

E. Directors-*None.*

F. Committees-*None.*

7. Consent Agenda:

A. Approval of Expenses in the amount of \$57,054.59.

C. Richey made a motion to approve expenses in the amount of \$57,054.59; seconded by M. Rorke. Motion passed with 5 Ayes. (Rorke, Richey, Hanson, Trent, Mullins)

8. Old Business:

A. Discussion/possible action regarding the second, second reading of Policy No. 1060 Miscellaneous Fee Schedule with Attachment A: Dumpster Rental Agreement and Attachment B: Refuse Rules, with minor changes and corrections

Tabled

9. New Business:

A. Discussion/action Regarding approval of MOU 2023-2026 draft.

C. Richey made a motion to approve the MOU 2023-2026 draft; seconded by M. Rorke. Motion passed with 5 Ayes. (Rorke, Richey, Hanson, Trent, Mullins)

B. Discussion/action Regarding accepting resolution No. 6, 2023 Approving a Publicly Available Pay Schedule as Required by California Code of Regulations, title 2, Section 570.5 for the years 2023 through 2026.

J. Mullins made a motion to accept resolution No. 6, 2023 Approving a Publicly Available Pay Schedule as Required by California Code of Regulations, title 2, Section 570.5 for the years 2023 through 2026; seconded by M. Trent. Motion passed with 5 Ayes. (Richey, Hanson, Mullins, Trent, R). New Business Item B was missed, had to reconvene the meeting for discussion/action.

C. Discussion/action Regarding approval of 2023-24 asset replacement allocation plan for MCSD reserves.

M. Hanson made a motion to approve 2023-24 asset replacement allocation plan for MCSD reserves and it will become a living document that will be used in the future and be changed as necessary; seconded by C. Richey. Motion passed with 4 Ayes (Richey, Hanson, Trent, Mullins) and 1 No (Rorke)

D. Discussion/possible action regarding 3 requests for new water service applications. Properties are located between Timber Country Ranch Road and the RV park/campground and south of the Horseman's.

C. Richey made a motion to approve 3 requests for new water service applications. Properties are located between Timber Country Ranch Road and the RV park/campground and south of the Horseman's; seconded by M. Trent. Motion passed with 4 Ayes (Richey, Hanson, Trent, Mullins) and 1 No (Rorke)

E. Discussion/possible action regarding First reading of new Policy 2235 Paramedic job Description.

M. Hanson made a motion to approve the First reading of new Policy 2235 Paramedic job Description; seconded by C. Richey. Motion passed with 4 Ayes (Richey, Hanson, Trent, Mullins) and 1 No (Rorke)

F. Discussion/possible action Establish an Interview Committee for Paramedics positions.

M. Hanson and M. Trent

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. 6:47 pm

Michael Hanson/President of the Board

Sarah Roberts/Secretary of the Board

MCSO BOARD OF DIRECTORS
Finance Officer's Report
August 28, 2023

AGENDA SUPPORTING DOCUMENT
Agenda Item No. 6 B

This report is an update to go along with the quarterly financial statements for April, May and June 2023, 4th quarter and end of fiscal year.

Long story short, we are doing okay financially. Although there are a few of the funds in the negative such as parks, library and alleys, you can see at the bottom that all funds combined, there is a net operating income of \$879,847. Overall, we did not spend more than we took in for revenue.

The District has been earning more interest recently due to the increasing interest rates, and we have earned a total of \$31,770 this quarter, as well as \$6,738 on our CERBT/CEPPT accounts.

Also attached is the June 30, 2023 LAIF Reserves sheet, and it shows what is in each reserve account by fund.

McCloud Community Services District
Statement of Revenue, Expenditures and Changes in Fund Balances
6/30/2023

Unaudited Actuals

		YTD		YTD	YTD	REMAINING BUDGET						
		Actual	Year-	Budget Year-	Difference	Annual Budget	Remaining	Remaining				
		to-Date	to-Date	to-Date	Over(Under)	TOTAL	Budget(\$)	Funding (%)				
ADMINISTRATION	GENERAL (1010)											
	Revenue	\$	110,344	\$	82,767	\$	27,577	\$	82,767	\$	(27,577)	-33%
	Net Operating Income	\$	110,344	\$	82,767	\$	27,577	\$	-	\$	(27,577)	
	<i>Net Expenditures to be Allocated</i>											
	Expenditures - Administration (1010)	\$	480,871	\$	850,004	\$	(369,133)	\$	850,004	\$	369,133	43%
	Expenditures - Directors (1020)	\$	10,091	\$	2,500	\$	7,591	\$	2,500	\$	(7,591)	
Total Administration Expenditures		\$	490,962	\$	852,504	\$	(361,542)	\$	852,504	\$	361,542	42%
<i>All General Operating Expenses (including Directors) are allocated to our Benefit Assessment District, Special Tax and Enterprise Funds.</i>												
BENEFIT ASSESSMENT DISTRICTS	ALLEYS (1050)											
	Revenue	\$	42,020	\$	42,153	\$	133	\$	42,153	\$	133	0%
	Expenditures	\$	70,350	\$	71,298	\$	948	\$	71,298	\$	948	
	Net Operating Income	\$	(28,330)	\$	(29,145)	\$	(815)	\$	(29,145)	\$	(815)	3%
	STREET LIGHTS (1060)											
	Revenue	\$	20,807	\$	19,414	\$	1,393	\$	19,414	\$	(1,393)	-7%
Expenditures	\$	20,211	\$	18,000	\$	2,211	\$	18,000	\$	(2,211)		
Net Operating Income	\$	596	\$	1,414	\$	(818)	\$	1,414	\$	818	58%	
SPECIAL TAX FUNDS	FIRE (1040)											
	Revenue	\$	307,504	\$	370,645	\$	(63,141)	\$	370,645	\$	63,141	17%
	Expenditures	\$	196,133	\$	507,120	\$	(310,987)	\$	532,120	\$	335,987	63%
	FLSA Revenue	\$	455,887	\$	454,300	\$	1,587	\$	454,300	\$	(1,587)	0%
	FLSA Expenditures	\$	282,680	\$	266,893	\$	15,787	\$	266,893	\$	(15,787)	-6%
	Net Operating Income	\$	284,578	\$	50,932	\$	233,646	\$	25,932	\$	(258,646)	
	PARKS (1070 & 1075)											
	Revenue	\$	51,619	\$	51,746	\$	(127)	\$	51,746	\$	127	0%
	Expenditures	\$	64,453	\$	77,989	\$	(13,536)	\$	77,989	\$	13,536	17%
	Net Operating Income	\$	(12,834)	\$	(26,243)	\$	13,409	\$	(26,243)	\$	(13,409)	
	LIBRARY (1080)											
	Revenue	\$	8,125	\$	7,755	\$	370	\$	7,755	\$	(370)	-5%
Expenditures	\$	11,389	\$	16,728	\$	(5,339)	\$	16,728	\$	5,339	32%	
Net Operating Income	\$	(3,264)	\$	(8,973)	\$	5,709	\$	(8,973)	\$	(5,709)		
ENTERPRISE FUNDS	REFUSE (1090)											
	Revenue	\$	423,851	\$	415,541	\$	8,310	\$	415,541	\$	(8,310)	-2%
	Expenditures	\$	311,746	\$	383,343	\$	(71,597)	\$	383,343	\$	71,597	19%
	Net Operating Income	\$	112,107	\$	32,198	\$	79,907	\$	32,198	\$	(79,909)	
	SEWER (2000)											
	Revenue	\$	563,036	\$	561,066	\$	1,970	\$	561,066	\$	(1,970)	0%
	Expenditures	\$	365,397	\$	500,393	\$	(134,996)	\$	500,393	\$	134,996	27%
	Net Operating Income	\$	197,639	\$	60,673	\$	136,966	\$	60,673	\$	(136,966)	
	WATER (3000)											
	Revenue	\$	647,505	\$	612,767	\$	34,738	\$	612,767	\$	-	0%
Expenditures	\$	428,494	\$	493,392	\$	(64,898)	\$	493,392	\$	-	0%	
Net Operating Income	\$	219,011	\$	119,375	\$	99,636	\$	119,375	\$	-	\$	-
TOTAL	SUBTOTAL OF ALL OPERATING FUNDS											
	Revenue	\$	2,630,698	\$	2,618,154	\$	12,544	\$	2,618,154	\$	(12,544)	0%
	Expenditures (Including Admin)	\$	1,750,825	\$	1,803,162	\$	(52,337)	\$	2,360,156	\$	609,331	26%
	Net Operating Income	\$	879,847	\$	282,998	\$	595,217	\$	257,998	\$	(621,849)	
Non Operating Revenue/Expense												
LAIF Interest Income	\$	31,770	\$	33,298	\$	(1,528)	\$	33,298	\$	1,528	5%	
CERBT Earnings	\$	6,738	\$	8,325	\$	(1,587)	\$	33,298	\$	26,560	80%	
NET INCOME/LOSS		\$	918,355	\$	324,621	\$	592,102	\$	324,594	\$	(593,761)	

Statement of Reserve Fund Balances

6/30/2023

Fund	Account	Reserve Category	Beginning Balance	Deposit	Withdrawal	Interest	Ending Balance	Reserve Balances
		Five Star Money Market	\$ 3,351,086.39	\$ 300,000.00		\$ 8,590.73	\$ 3,651,086.39	
		Five Star Reserve Fund Sewer	\$ 100,000.00				\$ 100,000.00	
		LAI	\$ 873.84				\$ 880.70	
		Total	\$ 3,451,960.23				\$ 3,639,580.23	
General	101110	Contingency	\$ 120,875.70	\$ -	\$ -	\$ 276.94	\$ 121,152.64	\$ 324,012.08
1010		OPEB	\$ 288.05		\$ -	\$ 0.66	\$ 288.71	
	101130	Assigned set asides pending Audits	\$ 124,533.79	\$ -		\$ 285.34	\$ 124,819.13	
	101135	Assigned Surplus pending Audits	\$ 77,573.86	\$ -		\$ 177.74	\$ 77,751.60	
Fire	101115	Ambulance Fund	\$ 59,619.14			\$ 136.60	\$ 59,755.74	\$ 539,594.23
1040	101116	Ambulance & Equipment Donations	\$ 400.01			\$ 0.92	\$ 400.93	
	101110	Firefighters Operating Funds	\$ 161,938.68		\$ -	\$ 381.94	\$ 162,320.62	
1041	101136	Strike Team Equip. repair	\$ 30,248.13			\$ 69.31	\$ 30,317.44	
	101137	Strike Team future wages	\$ 151,240.67			\$ 346.53	\$ 151,587.20	
	101130	Assigned set asides pending Audits	\$ 41,618.92	\$ -		\$ 95.36	\$ 41,714.28	
	101135	Assigned Surplus pending Audits	\$ 93,284.28	\$ -		\$ 213.74	\$ 93,498.02	
Alleys	101110	Winter Storm Disaster Fund	\$ 33,902.56			\$ 77.67	\$ 33,980.23	\$ 143,472.89
1050		Loader Future Payment	\$ 10,905.00			\$ 24.99	\$ 10,929.99	
		Future Dump Truck	\$ 230.35		\$ -	\$ 0.53	\$ 230.88	
		Trucks	\$ 5,554.97		\$ -	\$ 12.73	\$ 5,567.70	
	101130	Assigned set asides pending Audits	\$ 28,146.20	\$ -		\$ 64.49	\$ 28,210.69	
	101135	Assigned Surplus pending Audits	\$ 64,405.83	\$ -		\$ 147.57	\$ 64,553.40	
Lights	101130	Assigned set asides pending Audits	\$ 387.64	\$ -		\$ 0.89	\$ 388.53	\$ 388.53
1060								
Parks	101110	Park Fund	\$ 44,223.55			\$ 101.33	\$ 44,324.88	\$ 88,839.81
1070		Lawnmower	\$ 23,787.18			\$ 54.50	\$ 23,841.68	
		Loader Future Payment	\$ 881.20			\$ 2.02	\$ 883.22	
		Future Dump Truck	\$ 2,225.66		\$ -	\$ 5.10	\$ 2,230.76	
		Future Trucks	\$ 4,865.56			\$ 11.15	\$ 4,876.71	
	101130	Assigned set asides pending Audits	\$ 12,653.57	\$ -		\$ 28.99	\$ 12,682.56	
Library	101110	Library Fund	\$ 2,104.37			\$ 4.83	\$ 2,109.20	\$ 3,352.52
1080		Building Maintenance	\$ 813.40			\$ 1.86	\$ 815.26	
		Future Dump Truck	\$ 26.99			\$ 0.06	\$ 27.05	
		Future Trucks	\$ 26.99			\$ 0.06	\$ 27.05	
	101130	Assigned set asides pending Audits	\$ 373.11	\$ -		\$ 0.85	\$ 373.96	
Refuse	101110	General Refuse	\$ 93,364.98			\$ 213.93	\$ 93,578.91	\$ 210,134.56
1090		Loader Future Payment	\$ 6,554.83			\$ 15.02	\$ 6,569.85	
		Future Dump Truck	\$ 53.30		\$ -	\$ 0.12	\$ 53.42	
		Future Trucks	\$ 3,243.71			\$ 7.43	\$ 3,251.14	
	101130	Assigned set asides pending Audits	\$ 106,437.37	\$ -		\$ 243.87	\$ 106,681.24	
Sewer	101110	General Sewer	\$ 572,517.89			\$ 1,311.77	\$ 573,829.66	\$ 1,426,255.02
2000		Loader Future Payment	\$ 11,039.43			\$ 25.29	\$ 11,064.72	
		Future Dump Truck	\$ 376.44		\$ -	\$ 0.98	\$ 377.42	
		Future Trucks	\$ 14,650.80		\$ -	\$ 33.57	\$ 14,684.37	
		Camera	\$ 21,624.66			\$ 49.55	\$ 21,674.21	
	101130	Assigned set asides pending Audits	\$ 553,187.73	\$ -		\$ 1,267.48	\$ 554,455.21	
	101135	Assigned Surplus pending Audits	\$ 93,539.72	\$ -		\$ 214.32	\$ 93,754.04	
	101120	USDA RD 2003-2042 Payment Reserve	\$ 47,452.77			\$ 108.73	\$ 47,561.50	\$ 156,415.39
	101120	USDA RD 2003-2042 Renewal & Extension	\$ 23,726.39			\$ 54.36	\$ 23,780.75	
	101120	CDBG 1999 (\$5583/yr thru 06/2038)	\$ 13,985.35			\$ 32.04	\$ 14,017.39	
	101120	SWRCB Capital Reserve 2000-2023	\$ 70,893.32			\$ 162.43	\$ 71,055.75	
Water	101110	General Water	\$ 156,335.67		\$ -	\$ 358.19	\$ 156,693.86	\$ 903,854.59
3000		Loader Future Payment	\$ 24,706.24			\$ 56.61	\$ 24,762.85	
		Future Dump Truck	\$ 279.76		\$ -	\$ 0.64	\$ 280.40	
		Main Line Project	\$ 37,843.18			\$ 86.71	\$ 37,929.89	
	101130	Assigned set asides pending Audits	\$ 539,108.22	\$ -		\$ 1,235.22	\$ 540,343.44	
	101120	CDBG 1999 (\$6917/yr thru 06/2038)	\$ 143,515.32			\$ 328.83	\$ 143,844.15	
Totals			\$ 3,631,572.44	\$ -	\$ -	\$ 8,590.73	\$ 3,639,904.23	\$ 3,639,580.23

08/23/23
15:40:20

MCCLOUD COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 8/23

Page: 1 of 5
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/	Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
11776			1204 Actuarial Retirement Consulting	1,000.00									
	GASB 68	Disclosure Report, FY YE 2023			1,000.00		152307	1010	402000		391		101000
		1563 08/11/23 GASB 68 Disclosure Report											
		Total for Vendor:			1,000.00								
11765			1229 Alisa Glenn	55.00									
	7/13/23 TO 8/13/23	AMBULANCE STIPEND SHIFTS			55.00			1040	402000		380	20	101000
		7/31-8/13 08/15/23 AMBULANCE STIPEND SHIFTS											
		Total for Vendor:			55.00								
		*** Claim from another period (7/23) ****											
11766			1174 BARTKIEWICZ, KRONICK & SHANAHAN	240.00									
	July 2023	Legal Services			240.00			1010	402000		390		101000
		Jul2023 08/07/23 Legal Services											
		Total for Vendor:			240.00								
11783			10 BAXTER AUTO PARTS	19.34									
		gas cap for Silver Ford			19.34			1050	403000		530		101000
		1567422230 08/15/23 Gas Cap for Slvr Ford						1090	403000		530		101000
		1567422230 08/15/23 Gas Cap for Slvr Ford						2000	403000		530		101000
		1567422230 08/15/23 Gas Cap for Slvr Ford						3000	403000		530		101000
		Total for Vendor:			19.34								
11762			1135 Cindy Miller	55.00									
	7/31/23 to 8/13/23	Ambulance Stipend Shifts			55.00			1040	402000		380	20	101000
		7/31-8/13 08/15/23 AMBULANCE STIPEND SHIFTS											
		Total for Vendor:			55.00								
11760			1140 Daniel Fay	74.97									
		Ambulance Stipend Shift 7/31/23 to 8/13/23			74.97			1040	402000		380	20	101000
		Reimburse Regnatos Fuel cost for 1717 repair trip						1041	403000		430		101000
		7/31-8/13 08/15/23 AMBULANCE STIPEND SHIFTS											
		Reginato's 08/09/23 Reimb. Fuel-1717 Repair Tr			19.97*			1041	403000		430		101000
		Total for Vendor:			74.97								

08/23/23
15:40:20

MCCLOUD COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 8/23

Page: 2 of 5
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document #/	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
				Line \$								Account
11759		1149 Darrell (Charlie) Miller		5.01								
Reimb		Certified Mail Cost to Bound Tree Medical		5.01		3997	1040		403000	411	20	101000
		USPO 08/07/23 Reimb Postage-Cert Mail-Bound										
		*** Claim from another period (7/23) ****										
11770		1149 Darrell (Charlie) Miller		63.27								
Reimbursement for Ace-Hardware-building-supply purchase		AceHdw 07/27/23 Hose Spa Flex, clamp		63.27		3993	1040		403000	510		101000
		Total for Vendor: 68.28										
		*** Claim from another period (7/23) ****										
11769		460 DEPT. OF JUSTICE		96.00								
July		2023 Fingerprint Apps		96.00		3995	1040		402000	345		101000
		675270 08/04/23 Jul2023 Fingerprint Apps										
		Total for Vendor: 96.00										
		*** Claim from another period (7/23) ****										
11772		71 FIRST BANKCARD - DIRECTORS 2		12.45								
July		2023 Credit Card Activity		12.45		152306	1090		403000	520		101000
		U.S.P.S. 07/18/23 Ship Equip to Portland-Repair										
		Total for Vendor: 12.45										
		*** Claim from another period (7/23) ****										
11773		70 FIRST BANKCARD - DISTRICT CARD		1,491.98								
July		2023 Credit Card Activity		57.11		3536	1090		402000	365		101000
		Amazon 07/09/23 PPE Safety Supplies		57.11		3536	2000		402000	365		101000
		Amazon 07/09/23 PPE Safety Supplies		57.12		3536	3000		402000	365		101000
		LesSchwab 07/14/23 Tires for Backloader		426.18*		0181	1090		403000	530		101000
		McClid Mkt 07/14/23 Broom for Scout Hall		11.47		0181	1070		403000	400		101000
		YrekaClini 07/19/23 D.M.V. EE Physicals		62.50*		JERRY	1050		402000	345		101000
		YrekaClini 07/19/23 D.M.V. EE Physicals		62.50		JERRY	1090		402000	345		101000
		YrekaClini 07/19/23 D.M.V. EE Physicals		62.50		JERRY	2000		402000	345		101000
		YrekaClini 07/19/23 D.M.V. EE Physicals		62.50*		JERRY	3000		402000	345		101000
		Microsoft 07/20/23 Microsoft (IT Services)		230.00		MONTHLY	1010		402000	396		101000
		Amazon 07/26/23 "Leash Dogs" Signage		87.57		3544	1070		403000	400		101000
		Amazon 07/26/23 AC Unit-GenMgr's Office		171.59		3543	1010		403000	400		101000
		Amazon 07/27/23 Rain Bird Sprinkler		33.44		3550	1070		403000	510		101000
		Amazon 07/28/23 Battery Tender & Charger		68.41		3549	1010		403000	400		101000
		Amazon 07/31/23 Battery Tender Box Beam		41.98		3549	1010		403000	400		101000
		Total for Vendor: 1,491.98										

08/23/23
15:40:20

MCCLOUD COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 8/23

Page: 3 of 5
Report ID: AP100V

* ... Over spent expenditure

Claim/Check	Invoice #/Inv Date/Description	Vendor #/Name/Description	Document \$/Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
11774	69	FIRST BANKCARD - FIRE DEPT	1,742.16								
*** Claim from another period (7/23) ****											
July 2023	Credit Card Activity	Sir-Sacra 07/06/23 EMT Basic EE Certification	124.00		816232	1040		402000	350	20	101000
	Solanos 07/08/23 1" Drill Bit(Firefight'gEquip		45.47		4003	1040		403000	400	22	101000
	BoundTree 06/30/23 Sodium B. Carb		37.90		3909	1040		403000	400	20	101000
	Amazon 07/13/23 Headlamp E1711(2B retrnd)		85.80		816230	1040		403000	530	30	101000
	BoundTree 07/24/23 Sodium B. Carb		67.98		3657	1040		403000	400	20	101000
	Amazon 07/25/23 Headlamp E1711		486.28		816233	1040		403000	360	30	101000
	Alter'ncnt 07/26/23 ReinStall Firefighter Patc		96.00*		72623	1040		403000	360	20	101000
	BoundTree 07/26/23 Needle Decompression Kit		32.14		3657	1040		403000	400	20	101000
	Solanos 07/29/23 Repair Cmprsr Plumbing		27.67		4011	1040		403000	520	20	101000
	Amazon 08/02/23 Air Cmprsr adapter		25.74		816234	1040		403000	520	20	101000
	SQ*JKD 08/02/23 McCloud Uniform Fire Caps		455.00		816236	1040		402000	360	20	101000
	SQ*JKD 08/02/23 MCFE Fire Cap Donation (1/2)		-227.50		816236	1040		304100	400	20	101000
	Amazon 08/03/23 Rope Rescue Gear		278.86		816235	1040		403000	400	20	101000
	McClDkt 08/04/23 9 Volt Batteries		34.86		3985	1040		403000	400	20	101000
	Chevron 08/06/23 Diesel Fuel-Medic 17-Woodlnd,		171.96		CHARLE	1040		403000	420	20	101000
	Total for Vendor:		1,742.16								
11763	1202	Jettus Memner	55.00								
7/31/23 TO 8/13/23	AMBULANCE STIPEND SHIFTS		55.00			1040		402000	380	20	101000
7/31-8/13	08/15/23 AMBULANCE STIPEND SHIFTS		55.00								
	Total for Vendor:		55.00								
11764	1203	Nathan Masciola	55.00								
7/31/23 to 8/13/23	AMBULANCE STIPEND SHIFTS		55.00			1040		402000	380	20	101000
7/31-8/13	08/15/23 AMULANCE STIPEND SHIFTS		55.00								
	Total for Vendor:		55.00								
11768	1219	Pace Analytical Services LLC	527.56								
Coliform & E. coli	testings		150.00			3000		402000	392	20	101000
2307055	08/09/23 (2) Coliform & E.coli Testing		377.56			3000		402000	392	20	101000
2307124	08/10/23 (5) Coliform & E.coli Testing		527.56								
	Total for Vendor:		527.56								

08/23/23
15:40:20

MCCLLOUD COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 8/23

Page: 4 of 5
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document #/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
11767		126 PACIFIC POWER - 007 4 STREET July 2023 Street Light Power	1,658.57			1060		403000	450		101000
		Jul2023 08/03/23 Street Light Power	1,658.57								
		Total for Vendor:									
11784		169 SOLANOS HOME IMPROVEMENT CNTR Supplies for General Use and for Water Fund	93.81			1010		403000	400		101000
		320861 08/23/23 Blades, Till Knife, Fence Tool	62.38		152309	1010		403000	400		101000
		320861 08/23/23 Discount If Paid by 9/10/23	-0.62		152309	1010		403000	400		101000
		320865 08/23/23 Hand Cultivator & Towel	32.37		152309	3000		403000	400		101000
		320865 08/23/23 Discount If Paid by 9/10/23	-0.32		152309	3000		403000	400		101000
		Total for Vendor:	93.81								
		*** Claim from another period (7/23) ****									
11777		156 SWAPLES Office Supplies	15.32			1010		403000	410		101000
		3301514211 07/15/23 Thermal Lamination supplie	15.32								
		Total for Vendor:	15.32								
11778		1252 SYMBIOTIC RESTORATION fema-media-marketing-website plan renewal	192.00			5004		402000	392		101000
		MCFFD232 08/16/23 FEMA-MEDIA-MARKETING-WEBSITE	192.00*		3961						
		Total for Vendor:	192.00								
11779		1240 VALLEY PACIFIC PETROLEUM Vehicle Fuel 8/1-8/15/23	1,313.40			1040		403000	420		101000
		CI23663094 08/15/23 Fire Eng 1712 8/8/23 23,93	111.36		1050	1040		403000	430		101000
		CI23663094 08/15/23 SilverFord 8/7-8/15 90,414 1	71.80		1090	1040		403000	430		101000
		CI23663094 08/15/23 SilverFord 8/7-8/15 90,625 1	71.80		2000	1040		403000	430		101000
		CI23663094 08/15/23 SilverFord 8/7-8/15 90,840 1	71.80		3000	1040		403000	430		101000
		CI23663094 08/15/23 SilverFord 8/7-8/15 1/4th	71.81		1090	1040		403000	420		101000
		CI23663094 08/15/23 Rear Loader 8/8/23 23,309m	218.53		1090	1040		403000	420		101000
		CI23663094 08/15/23 Side Loader 8/8/23 28,591	191.74		1040	1040		403000	430		101000
		CI23663094 08/15/23 Fire Rddge 8/8/23 117,373m	102.68		1040	1040		403000	430		101000
		CI23663094 08/15/23 Fire Rddge 8/15/23 117,464	58.28		1040	1040		403000	430		101000
		CI23663094 08/15/23 Fire Medic17 8/1/23 35,751	46.32		1040	1040		403000	420	20	101000
		CI23663094 08/15/23 Fire Medic17 8/6/23 36,263	129.51		1040	1040		403000	420	20	101000

08/23/23
15:40:20

MCCLOUD COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 8/23

Page: 5 of 5
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
				Line \$								Account
	CI23663094	08/15/23	Fire Medic17	8/12/23 36,44	112.31		1040		403000	420	20	101000
	CI23663094	08/15/23	Fire Eng	1740 8/6/23 10,99	55.46		1040		403000	430		101000
			Total for Vendor:		1,313.40							
			*** Claim from another period (7/23) ****									
11771	E	255	VERIZON WIRELESS - MCSD		415.92							
July	2023		Phone Services		218.04		1010		402000	320		101000
			9941003894 08/01/23		98.01		1010		402000	320		101000
			9941003894 08/01/23		32.67		1040		402000	320		101000
			9941003894 08/01/23		67.20		1040		402000	320	20	101000
			Total for Vendor:		415.92							
			*** Claim from another period (7/23) ****									
11757		170	WITTMAN ENTERPRISES, LLC		496.72							
July	2023		Ambulance Billing Services		496.72		821230		402000	394	20	101000
			2307028 08/10/23		496.72							
			Total for Vendor:		496.72							
			# of Claims		22							
			Total Electronic Claims		415.92							
			Total Non-Electronic Claims		9262.56							

08/23/23
15:51:54

MCCLOUD COMMUNITY SERVICES DISTRICT
Claim Approval Signature Page
For the Accounting Period: 8 / 23

Page: 3 of 3
Report ID: AP100A

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: \$9,678.48 (\$9,262.56 Paper Checks; \$415.92 Electronic)
Signature #2 _____ Signature #4 _____

Signature #3 _____ Signature #5 _____

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Paramedic- Job Description

POLICY NUMBER: 2235

ADOPTED:

REVIEWED:

REVISED:

2230.10 The position of Paramedic is a **non-overtime exempt/hourly** position under the Fair Labor Standards Act. The Paramedic is hired by the General Manager. Under the general direction of the Fire Chief, the Paramedic responds to medical, fire, rescue, and storm response alarms, and other emergency and non-emergency calls for assistance to protect life and property. The Paramedic also documents patient care, performs ambulance and EMS equipment maintenance, and does other related work as required. The Paramedic position will be evaluated annually or as otherwise warranted by the General Manager. A pre-employment physical and live scan shall be performed at district expense prior to employment.

2235.20 Knowledge of:

2235.21 **2235.21** The operation and maintenance of modern ambulances and EMS equipment.

2235.22 The incident command system.

2235.23 Local roads, and geography.

2235.24 Modern EMS codes and regulations.

2235.25 Modern paramedical operations and procedures.

2235.26 Modern communications, business and computer systems and related software and other equipment.

2235.30 Ability to:

2235.31 Lift up to 100 pounds.

2230.32 Operate computers, software and modern communications equipment related to fire service and business applications.

2230.33 Compile and prepare written reports and oral programs.

2230.34 Communicate effectively orally and in writing.

2230.35 Must have the ability to interact with members of the public and co-workers tactfully and professionally.

2235.40 Education/Experience Required

Education equivalent to graduation from high school.

2235.50 License/Certificates

Must possess a driving record acceptable to the District's insurance carrier. Must possess a current Emergency Medical Technician Paramedic License and CPR Certification, a valid California Class C driver's license. All required certificates and licenses must be maintained throughout employment.

2235.60 Residency Requirement

There is no residency requirement for this position.

2235.70 Basic Work Hours

2235.71 The Paramedic will be assigned to either A, B, or C Shift and work a rotating 48-Hour on, and 96-hour off-shift schedule.

2235.80 Physical Requirements

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job.

2235.81 Task: Operate, repair, and maintain ambulance and rescue equipment.

Physical Demand: Standing, walking, lifting, pushing, pulling, and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.), kneeling, stooping, bending, squatting, close vision, distance vision, use of hands to finger, handle or feel objects, tools or controls, driving vehicle, and heavy equipment.

2235.82 Task: Fire suppression and emergency response.

Physical Demand: Wearing self-contained breathing apparatus for extended periods, sitting, standing, climbing ladders while carrying 25 lbs., walking, lifting, pushing, pulling, and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.), kneeling, stooping, bending, squatting, close vision, distance vision, use of hands to finger, handle or feel objects, tools or controls, driving vehicle, and heavy equipment, working for extended periods in extremely hot or cold weather, working in low visibility areas containing smoke, ash, etc., working in confined spaces.

2235.83 Task: Prepares handwritten and typed written reports, forms, questionnaires, etc. as required to document work performed and maintain compliance with the various laws and standards and district policies and procedures.

Physical Demand: Sitting, close vision, reading, handwriting, speaking, hearing, use of hands to finger, handle or feel objects, tools or controls, operating a computer and typewriter.

2235.84 Task: Perform traffic control operations during emergency situations.

Physical Demand: Standing continuously in one location wearing turnouts and in temperatures below freezing and above 100 degrees, walking over uneven ground, distance vision, speaking, hearing, use of hands to hold and manipulate signs, and giving directions to vehicle operators.

2235.90 Environmental Demands

2235.91 Outside: Travels to do out-of-office business in a variety of weather conditions including, rain, snow, cold below freezing, and heat to +100 degrees Fahrenheit.

2235.92 Usually works outdoors wearing heavy personal protective equipment.

2235.93 Exposure to various colognes/perfumes, frequent exposure to fumes/dust from equipment.

2235.94 Noise/Vibration: Business/office machines, office located in close proximity to highway traffic.

2235.95. Exposure to smoke, flames, intense heat and low visibility in firefighting conditions.

2235.10 Mental Requirements

2235.11 Reads and comprehends complex manuals and instructions for computer software and hardware, letters, reports, memos, messages, etc.

2235.12 Writes reports, presentations, memos, messages, and fills out information forms. Needs ability to use or quickly learn the latest version of the District's word processing software.

2235.13 Math: Ability to perform mathematical functions and work with mathematical concepts such as algebra. Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations. Ability to use or quickly learn the District's current spreadsheet software.

2235.14 Judgment: Ability to work independently, prioritize work and make complex decisions and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions.

2235.20 This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.



McCloud Fire Department

Policy 2235 Paramedic Job Description Appendix A Minimum Standards for Paramedic California

State and Federal Requirements:

1. ICS 100, and 200 (CICCS)
2. ICS 700, and 800 (SEMS)
3. Minimum First Aid/CPR (22 CCR, §100015, H&S Code §1797.182)
5. Haz-Mat FRO (8 CCR §5192, 19 CCR §2520)
6. State of CA EMT Paramedic License

MCSD Requirements

1. Current EMT and CPR certificates
2. Class C Driver License.
3. Ambulance Driver Certificate.
4. Requirements as set forth in MCSD Policy 2230, Paramedic Description (computer knowledge, basic education requirements, etc.).

Optional requirements include Firefighter 1 certification.

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: POLICY Miscellaneous Fee Schedule
NUMBER: 1060
ADOPTED: January 27, 2003
REVIEWED: 01/13/15; 06/09/15; 09/13/16; 10/11/16; 08/08/17; 06/13/19; 07/11/19; 12/10/19;
REVISED: 5/2/23
09/22/14; 02/23/15; 07/13/15; 10/10/16, 11/14/16, 09/11/17; 07/08/19;
08/12/19; 01/27/20; 03/23/20; 05/11/20; 02/22/21, 03/22/21, 02/14/22

1060.10 The Board of Directors of the McCloud Community Services District shall, in conjunction with adoption of the annual budget and, as needed from time to time, adopt this Miscellaneous Fee Schedule in accordance with law and Board Policy 1010.

MCS D Labor Charges

All District Staff ~~\$42.00~~**\$60.00**/Hour During Business Hours, Per Person, 15 Min Increments

~~\$63.00~~**\$90.00**/Hour After-Hours Business Rate, Per Person, Min. 2 hrs.

MCS D Equipment Charges

Backhoe	\$75.00/Hour
Dump Truck with or without Plow	\$150.00/Hour
Front Loader	\$180.00/Hour
RT-12 Trencher	\$100.00/Hour
RT- 45 Trencher	\$150.00/Hour
Directional Drill Machine	\$5,000.00/Day
Sewer Vac & Trailer	\$140.00/Hour

All equipment is rented with MCS D personnel and will incur additional staff costs.

Monthly Service Charges

Alleys	\$ 7.40/Household Equivalent
Streetlights	\$ 2.70/Household Equivalent
Water	\$ 56.50 \$58.50 /Household Equivalent
Sewer	\$ 54.00 \$56.00 /Household Equivalent
Refuse	\$ 33.00 \$34.00 /Household Equivalent

Monthly dumpster rates for Commercial Customers

		(multiplier)
2 yards	twice a week pick up	\$356.40 \$367.20 (10.80)
2 yards	once a week pick up	\$178.20 \$183.60 (5.4 HE)
1.5 yard	twice a week pick up	\$267.30 \$275.40 (8.10 HE)
1.5 yard	once a week pick up	\$133.65 \$137.70 (4.05 HE)
1 yard	twice a week pick up	\$178.20 \$183.60 (5.4 HE)
1 yard	once a week pick up	\$ 89.10 \$91.80 (2.7 HE)

New Services

Water Service Connection Fee	\$5,000/Household Equivalent
Water Service Fee	Based on line size (Ordinance 27)
Water Service New Service Installation	At Cost of Materials, Labor, Equipment Used
Standard Residential Sewer Connection Fee	\$4,950/Household Equivalent
Non-Residential Sewer Connection Fee	\$4,950/Household Equivalent Based on fixture count user classifications (Ordinance 15)

Contingent Assessments

The rate will be calculated by the District's bond administrator upon creation of each new lot.

Additional and Bulk Refuse Collection

Bear Proof Can Pick Up	\$15.44 per month	Additional fee
Dumped Over Trash Pick-up	\$42.00 \$60.00	Additional fee During Business Hours
Dumped Over Trash Pick-up	\$126.00 \$180.00	Additional fee After Hours

Special Bulk Refuse Collections	Household Materials	
	Base Rate*	Additional Collection
1 Yard Dumpster	\$130.00 \$77.22	\$40.00 \$24.09
1.5 Yard Dumpster	\$135.00 \$89.10	\$45.00 \$35.97
2 Yard Dumpster	\$140.00 \$100.98	\$50.00 \$47.85
<p>Dumpster rentals are for a Maximum of 14 Days. Rentals that extend beyond 14 days will be charged the standard monthly dumpster for once a week or twice a week pick up. All dumpster rentals are subject to the Dumpster Rental Agreement (Attachment A) <i>Dumpster rentals Based on availability on a first come first serve basis.</i></p>		
*Base Rate includes dumpster delivery and final collection. Prepayment required.		
Additional Refuse Tags (33-gallon bags, 50 pound maximum) (District Customers Only) Extra refuse bag fee \$4.00		

Miscellaneous Charges

Water Turn On/Off (Business Hours)	\$10.00 first 30 Minutes, labor business rate after 30 minutes
Water Turn On/Off (After-Business Hours)	\$126.00 2 Hour Minimum, Labor OT rate after 2 hours

Service Reconnection Fee (After Lock-Off) During Business Hours	\$60.00
Per SB998 Sec.116914 Re-Connect Fee After Hrs.	\$150.00 \$180.00
Pole Mounted Cable Fees	\$35.00/Month
Agricultural Water	\$0.0002/gallon
Fire Hydrant Meter Deposit	\$1,200.00
Fire Hydrant Meter Water Usage (potable)	\$0.05 per gallon
Non-potable water	\$1.00 per 1,000 gallons
MCSO Non-Rate Payer Green Waste	\$8.00 per cubic yard
MCSO Non-Resident Fire Suppression Water Rate	\$200.00 per month
Vacation Rental Inspection	\$42.00 \$60.00
Stand-By Fee (per 2014 Water Rate Study)	\$142 annually/ \$11.83 billed monthly
Water Connection Inspection Fee	\$42 \$60.00 per hour per Ordinance 23
County Requested Inspection Fee (new building permits, inspections)	\$42 \$60.00 per hour - Charged to owner

Special Taxes

Fire/Ambulance	See Resolution 05, 2008
Park	\$56.06/Per Parcel
Library	\$8.06/Per Parcel
	Plus, County administration fees

Office Fees

Photocopies/Fax/Scan/public records request e-mails per page	\$0.25 Letter-One Side, \$0.35 Both sides \$0.30 Legal/One Side, \$0.40 Both Sides add \$0.10/page for color
Lamination	\$0.95/Letter size page
Returned Check/ACH Fee	\$25.00
Lost key fee	\$150.00
	\$110.00 padlock
Flash Drive	\$15.00

Delinquent Accounts

Penalty for Late Payment	10% One Time
Interest	0.5% Per Month (6% APR)

Employee/Director Reimbursements

Mileage	Per Current IRS Reimbursement Rate
Breakfast	\$15.00 \$25.00
Lunch	\$20.00 \$25.00
Dinner	\$35.00 \$50.00
Lodging	up to \$275.00/night with receipts
Parking	up to \$30.00/day with receipts
Tolls	As required



McCloud Community Services District

220 West Minnesota Avenue | P.O. Box 640 | McCloud, California 96057
Phone (530) 964-2017 | Fax (530) 964-3175 | Email mcsd@ci.mcccloudcsd.ca.us

ATTACHMENT A

DUMPSTER RENTAL AGREEMENT

Temporary dumpster rentals are available at the rate established in Policy 1060 - Miscellaneous Fee Schedule. Prepayment is required. Additional collections are established by Policy 1060 - Miscellaneous Fee Schedule.

DUMPSTERS ARE AVAILABLE FOR RENT FOR A MAXIMUM OF TWO WEEKS INCLUDING ADDITIONAL COLLECTIONS

Dumpster rentals Based on availability on a first come first serve basis.

If dumpsters are kept longer than the two-week period allowed you will become subject to the monthly dumpster rate.

ITEMS NOT ALLOWED IN DUMPSTERS

Appliances – Refrigerators, stoves (ovens and ranges), microwave ovens, etc. (including all household appliances), hot water heaters, televisions, radios, stereos or computers (including monitors).

Construction Materials – waste lumber, roofing material, shingles, sinks, tubs, showers, toilets, faucets, doors, etc.

Green Waste - grass, brush, shrub trimmings, tree trimmings, apples - all vegetation.

Hazardous Waste – any waste material or mixture of material which is toxic, corrosive, flammable, or an irritant (including paint, paint thinner, motor oil, fuel, or pesticides).

Motor Vehicle Parts – tires, rims, batteries, seats, engine or vehicle parts.

Other – Bed frames or box springs, bicycles, pipes, bars or any item not normally placed in household trash cans.

I have read the above information and understand and agree to the terms. Acct # _____

Signature _____ Date: _____

Address _____ Phone # _____

Dumpster will be scheduled for final pick-up by date: _____ unless otherwise requested.

Size Dumpster _____ Additional pick up is available Tuesdays and Fridays(only) for \$ _____



ATTACHMENT B

COMMERCIAL DUMPSTERS AND RESIDENTIAL CUSTOMERS

ITEMS RESTRICTED FROM COLLECTION

- Hot ashes.
- Unbagged animal wastes.
- Infectious wastes.
- Dead animals are not to be placed in refuse.
- Green waste (all vegetation).
- Construction materials (boards and siding).
- Appliances, refrigerators, stoves (ovens and ranges) microwave ovens, etc. (including all household appliances) hot water heaters, televisions, radios, stereos or computers (including monitors).

Please remember the following tips when placing your refuse can:

1. The lid on your can must be able to close. Items placed on top of your refuse container count as extra refuse. Extra refuse tags can be purchased at the district office for \$4.00 each. One tag covers one 30 - gallon bag with a fifty pound maximum limit. Tags should be visible on the garbage bag and be placed next to your refuse container.
2. Cans need to have at least three feet of clearance on all sides.
3. Your can will not be picked up if its strapped, tied, locked or latched shut.
4. No green waste allowed. Please take your green waste to the MCSD Green Waste Disposal Facility on Squaw Valley Road. It is approximately 1-mile south of the District office down Squaw Valley road, on the East side of the road, just north of the Golf Course.

Green Waste accepted by the District is biodegradable yard and garden waste such as:

- Grass, shrub and tree trimmings.
- Pinecones and needles.
- Leaves, branches, flowers and weeds.
- Apples (fruits and vegetables).