



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

November 14, 2022 at 6:00 pm

AGENDA

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

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

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

1. Call to Order

2. Pledge of Allegiance

3. Approval of Minutes: Discussion/action regarding approval of the minutes of the Regular Meeting of October 24th, 2022.

4. Announcement of Events:

5. Communications: SDRMA Special Recognition Award- Property/Liability Program.

6. Reports:

A. General Manager -Verbal report regarding Lower Elk Spring house to MCS D tank pipeline replacement Planning grant Submittal Status

B. Finance Officer – Verbal

C. Fire Chief

D. Directors

E. Committees

7. Consent Agenda:

A. Approval of Expenses in the amount of \$ 17,462.66

8. Old Business:

A. Discussion/possible action regarding proposed change to Assistant Fire Chief status on the 2021-23 Salary Schedule.

B. Discussion/Possible Action Regarding the Old McCloud Courthouse Status based on the last courthouse meeting.

9. New Business:

A. Discussion/possible action of the first reading of Policy No. 3440, Monthly account reconciliation.

B. Discussion/possible action of the first reading of Policy No.3270 Compensation for Fire and Ambulance Personnel- (to reflect changes in the 2022 salary schedule in 8- B, Old Business)

C. Discussion regarding the 2022-23 Fiscal years 1st Quarter financial report.

D. Discussion/possible action Regarding Policy 4100 – Director Electronic Device Policy- and a possible unique exception to the terms of a (tablet) devices return or purchase after a certain board member has completed 4.5 terms of service.

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 October 24, 2022

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, Young, Zanni) were present, M. Rorke was absent. Also present were General Manager Amos McAbier, Finance Officer Mike Quinn and District Secretary Jennifer Brunello.

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, October 10, 2022.

C. Richey made a motion to approve the minutes of the regular meeting of October 10, 2022; seconded by C. Young. Motion passed with 3 ayes (Young, Richey, Zanni,) 1 abstain (M. Hanson) and 1 absent (M. Rorke.)

4. Announcement of Events: *Halloween Pub Crawl is on Saturday, October 29th at 4:00 pm.*

5. Communications: None.

6. Consent Agenda:

A. Approval of Expenses in the amount of \$25,296.45.

R. Zanni made a motion to approve expenses in the amount of \$25,296.45; seconded by C. Richey. Motion passed with 4 ayes (Young, Richey, Zanni, Hanson) and 1 absent (Rorke.)

7. Old Business:

None.

8. New Business:

A Discussion/possible action regarding settlement of the \$12,206 that was borrowed from the General Fund and due to the Lights Fund.

R. Zanni made a motion to forgive the \$12,206 borrowed from the General Fund and owed to the Lights Fund; seconded by M. Hanson. Motion passed with 3 ayes (Richey, Zanni, Hanson,) 1 no (Young) and 1 absent (Rorke.)

B. Discussion/possible action regarding acceptance of the 2021 Audit.

M. Hanson made a motion to accept 2021 Audit with changes to page 95; seconded by R. Zanni. Motion passed with 4 ayes (Young, Zanni, Richey, Hanson) and 1 absent (Rorke.)

C. Discussion/possible action regarding the \$17,122 amount for employee health benefits.

Tabled until next meeting.

D. Discussion/possible action regarding Upper to Lower Elk Creek Project Cash Flow.

Tabled.

E. Discussion/possible action regarding proposed change to Assistant Fire Chief status on the 2021-2023 Salary Schedule.

Tabled, will go to next Policy Review meeting.

F. Discussion/possible action regarding the possibility of canceling the Board Meetings on November 28, 2022 and December 26, 2022 due to the holidays.

R. Zanni made a motion to cancel the Board Meetings on November 28, 2022 and December 26, 2022 due to the holidays; seconded by M. Hanson. Motion passed with 4 ayes (Young, Richey, Hanson, Zanni) and 1 absent (Rorke.)

G. Discussion/possible action regarding Letter of Commitment for participation in upcoming Siskiyou County Hazard Mitigation Plan.

C. Young made a motion to commit to participation in upcoming Siskiyou County Hazard Mitigation Plan; seconded by M. Hanson. Motion passed with 4 ayes (Young, Richey, Hanson, Zanni) and 1 absent (Rorke.)

- 9. 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).

- 10. Adjourn** at 7:25 pm.

Catherine Young/President of the Board

Jennifer Brunello/Secretary of the Board

October 18, 2022

Mrs. Catherine Young
Board President
McCloud Community Services District
Post Office Box 640
McCloud, California 96057-0640

Re: President's Special Acknowledgement Award – Property/Liability Program

Dear Mrs. Young,

This letter and enclosed certificate are to formally acknowledge the dedicated efforts of the McCloud Community Services District's Governing Body, management, and staff towards proactive risk management and loss prevention training for earning the President's Special Acknowledgement Award! The Award is to recognize members with no "paid" claims during the prior **five consecutive program years** in the Property/Liability Program.

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims. Your agency's efforts have resulted in no "paid" property/liability claims for the prior five consecutive program years from 2017-22. This is an outstanding accomplishment that serves as an example for all SDRMA members!

In addition to this annual recognition, members with no "paid" claims during 2021-22 earned one credit incentive point (CIP) reducing their annual contribution amount, and members with no "paid" claims for the prior 5 consecutive program years earned three additional bonus CIPs.

On behalf of the SDRMA Board of Directors and staff, it is my honor to congratulate your Governing Body, management, and staff for your commitment to proactive risk management and loss prevention training.

Sincerely,
Special District Risk Management Authority



Mike Scheafer, President
Board of Directors

McCloud Fire Department Monthly Fire Chiefs Report

October 2022

FIRE CHIEF 1700
Darrell "Charlie" Miller
(EMT-P) Engine Operator

ASST. CHIEF/OPERATIONS 1701
Trenton Vogus
(Firefighter/EMT-1) Engine Operator

ASST. CHIEF/EMS DIRECTOR 1702
Kirk Thomsen
(Firefighter/EMT -P) Engine Operator

Recruitment/Retention Coordinator
Sean Prouty (Firefighter/EMT-P)

DIV. CHIEF/TRAINING OFFICER 1705
Nate Girard (EMT 1) Engine Operator

FIRE CAPTAIN 1706
Steven Richardson (Wildland FF)

FIRE LIEUTENANT 1708
OPEN

SQUAD LIEUTENANT 1709
OPEN

Firefighters

Jettus Memmer (EMR)
(Amb/Engine Operator)

Dan Fay (EMT-1)
(Amb/Engine Operator)

Cindy Miller (EMT-1)
Engine Driver Trainee

Nathan Masciola (1st Responder)
Engine Operator

Joe Dewitt (EMR)
Engine Operator

Mike Worthington (EMT-1)
Engine Operator

James Lewis
Amb/Engine Operator (Trainee)

Jaden Quiring
(Admin. Leave)

Alisa Glenn
(Wildland FF)

KC Chandler
(Wildland FF)

Scott Oliver
(Wildland FF & Driver Trainee)

Mike Mathes (Advanced EMT)
(Wildland FF)

Parker Girard
(Wildland FF)

Auxiliary / Non-Firefighters, Drivers & Support Staff

Peter Tolosano
(Battalion Chief)

Donna Sager
(Battalion Chief)

Ulliana Roseberry (EMT-1)
(Amb. & Engine Driver Trainee)

Jessie Gray
(Wildland FF & Amb. Driver)

Bob Masciola
(Ambulance Driver)

Bruce French
(Ambulance Driver)

Martin Glenn
(Amb. Driver Trainee)

Merlin Huddleston

Carolyn Glenn

Shift Firefighters

Mike Mullet (EMT-1)
(Fire Captain)

Justin Richardson
(Fire Captain)

Bill Lachenmeyer (EMT-1)
(Wildland FF & Amb Driver)

Joel Lukenbill
Rope Rescue Technician

CJ Palmer
(Dunsmuir FD)

McCloud Fire Department Monthly Fire Chiefs Report

October 2022

Member Information

Total Department members including Auxiliary and Shift Firefighters: 31 (excludes Miller & Prouty)

Total ALS Providers: 4	Active: 5	Inactive: 0
Total EMT 1's: 9	Active: 5	Inactive: 0
Members Resigned: 1	Members Terminated: 0	
Shift Firefighters: 5	Active: 1	

Members on leave of absence: Jaden Quiring.

New Members: None

Personnel Response to Emergency Incidents

PERSONNEL	COUNT	PERCENTAGE
<u>Dewitt, Joe</u>	2	18.18 %
<u>Fay, Dan P</u>	3	27.27 %
<u>French, Bruce D</u>	1	9.09 %
<u>Glenn, Alisa</u>	2	18.18 %
<u>Gray, Jessie</u>	2	18.18 %
<u>Masciola, Nathan</u>	6	54.55 %
<u>Memmer, Jettus</u>	3	27.27 %
<u>Miller, Cindy Ann</u>	3	27.27 %
<u>Miller, Darrell "Charlie"</u>	6	54.55 %
<u>Prouty, Sean</u>	2	18.18 %
<u>Richardson, Justen</u>	1	9.09 %
<u>Thomsen, Kirk S</u>	1	9.09 %
Sum of Individual Responses	32	
Total Incidents for Date Range	11	

Personnel Notes: None to report

McCloud Fire Department Monthly Fire Chiefs Report

October 2022

INCIDENT TYPE	# INCIDENTS
111 - Building fire	2
140 - Natural vegetation fire, other	1
311 - Medical assist, assist EMS crew	1
320 - Emergency medical service, other	2
321 - EMS call, excluding vehicle accident with injury	3
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	1
Total Incidents	11

Fire Calls

Total Fires: 3 Structure: 2 Vegetation: 1 Vehicle Fires: 0 Nuisance: 0

In Town: 0 Mutual Aid/Auto Aid: 3 Z.I.B. Area: 0

Fire Notes: 1 Small vegetation fire, and 1 auto aid and 1 mutual aid structure fires.

Medical Calls

Total Medical Calls: 7 (includes traffic collisions) Traffic Collisions: 1 Non-Injury: 1

Transported by Medic 17: 3 Paramedic Intercept: 0

Transported by MSAS: 1 Non-Transport: 3 BLS: 2 ALS: 4

In Town: 6 Mutual Aid/Auto Aid: 1 Z.I.B. Area: 0

Medical Notes: Nothing to note.

Miscellaneous Calls

Total Miscellaneous Calls: 1

HAZMAT: 0 Lift Assist: 0 Public Assist (other): 0

Rescue Calls: 0 Smoke Check: 0 Alarm Sounding: 0 Gas Leak: 1

In Town: 0 Mutual Aid/Auto Aid: 0 Z.I.B. Area: 1

Miscellaneous call notes: Again, no calls were missed this month.

Total Calls for service this calendar year: 253

Total ZIB Contract Calls this Fiscal Year: 4 (ZIB Contract calls are for Fire and Rescue only)

McCloud Fire Department Monthly Fire Chiefs Report

October 2022

Station

Station 17-Leatherman Fire Hall:

Yard cleanup and storage room cleanup projects continue. Remodel application has been filed with County Building Department.

Apparatus

Unit 1705 (Red Chevy Tahoe): Nothing mechanical to report.

Unit 1701 (White Chevy Tahoe): Battery issue is being looked into.

Utility 17 (Dodge Ram Pickup): Nothing mechanical to report.

Squad 1740: Nothing mechanical to report. Added confined space blower saddle assembly to rescue complement.

Medic 17: Check engine light issue. Investigating repair.

Engine 1711: Good condition. Nothing to report.

Engine 1712: Nothing to report.

Engine 1715: Nothing to report.

Engine 1717: Nothing to report.

Engine 1776: Not in service yet.

McCloud Fire Department Monthly Fire Chiefs Report

October 2022

Fire Department Drills

#1 Fire: (Thursday 6-10 pm)

Date: 10/06/2022 Topic: Cancelled due to no instructors in town.

#2 Fire: (Thursday 6-10 pm)

Date: 10/13/2022 Topic: Water Rescue Awareness

#3 Fire: (Thursday 6-10 pm)

Date: 10/20/2022 Topic: Hose loading and 1st in structure fire responses.

#4 Fire: (Thursday 6-10 pm)

Date: 10/27/2022 Topic: Cancelled due several members being at training.

Training Notes: Several members attended S131 Wildland Type 1 Firefighter and S-211 Portable pumps and water usage classes at COS. These classes will be paid for by the Siskiyou County Fire Wardens Officer.

Community Involvement: Supported the Apple Harvest Festival downtown. Trunk or Treat event was prepared for, but cancelled due to Covid 19 per the Chamber of Commerce.

Ordinance 28 Issues: None this month.

Billing

Siskiyou County Service Area 4/McCloud ZIB Billing (Yearly contract for \$30,000.00):

Billed FY 21/22: \$30,000.00 / \$22,500 Received FY 22/23 Q1 \$7,500.00 billed October 1, 2022

Siskiyou County Service Area 3 Stipend (Yearly Contract for \$11,000.00):

Billed FY 21/22: \$11,000.00 / \$0 Received FY 22/23 to be billed Aug 1, 2023

EF Recovery Accounts Receivable: \$634.69

Billed (FY 21/22): \$1085.03 Received (FY 22/23): \$0

CALFIRE Agreement by Hire (AHB) Responses: (3) Billed: (3) \$ 237,283.23 Received:\$0

USFS Agreement by Hire (AHB) Responses: (0) Billed: (0) \$0. Received:\$0

CA OES/CA Fire Assistance Agreement (CFAA): (6) Billed (2) \$61,834.77 Received:\$0

Total FY 22/23 Projected Revenue from Cal Fire, CFAA and USFS Responses: \$153,156.99 (profit)

McCloud Fire Department Monthly Fire Chiefs Report

October 2022

Fiscal Year 22/23 Whitman Enterprises Billing Report

Medical Billing: no invoice or report from Wittman this month due to a paperwork issue.

Fiscal Year 22/23 Wittman Enterprises Billing Report

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	COLL ADJ	NET PAYMENTS	BAD DEBT WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NOVEMBER 22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DECEMBER '21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
JANUARY '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FEBRUARY '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MARCH '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
APRIL '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MAY '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
JUNE '23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
YEAR TO DATE TOTALS	\$ 104,831.40	\$ 34,117.95	\$ 31,630.04	\$ 2,479.64	\$ 36,603.77	\$ 40,772.72	\$ -	\$ -	\$ 40,772.72	\$ -	\$ -	\$ -

(Fiscal year 22 / 23) Average Net Payments/Revenue: **\$13,590.90**

(Fiscal year 22/23) Avg Net Charges: **\$12,201.25**

Outstanding Whitman Accounts Receivable as of Sept 15, 2022: **\$71,129.20**

Fiscal Year 21/22 Whitman Enterprises Billing Report

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	COLL ADJ	NET PAYMENTS	BAD DEBT WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
JULY 21	\$ 23,780.75	\$ 9,805.84	\$ 76.07	\$ -	\$ 13,898.84	\$ 8,110.94	\$ -	\$ -	\$ 8,110.94	\$ -	\$ -	\$ 63,493.75
AUGUST 21	\$ 35,496.35	\$ 21,863.66	\$ 10,031.91	\$ -	\$ 3,600.78	\$ 13,484.85	\$ -	\$ -	\$ 13,484.85	\$ -	\$ 6.15	\$ 53,615.83
SEPTEMBER '21	\$ 28,923.66	\$ 12,423.89	\$ 2,161.33	\$ -	\$ 14,338.44	\$ 10,063.53	\$ -	\$ -	\$ 10,063.53	\$ -	\$ -	\$ 57,890.74
OCTOBER 21	\$ 21,265.55	\$ 14,457.06	\$ 7,221.40	\$ -	\$ (412.91)	\$ 8,448.29	\$ 466.45	\$ -	\$ 7,981.84	\$ -	\$ (324.81)	\$ 49,171.18
NOVEMBER 21	\$ 11,298.60	\$ 580.07	\$ 7,704.39	\$ -	\$ 3,014.14	\$ 9,616.79	\$ -	\$ -	\$ 9,616.79	\$ -	\$ -	\$ 42,568.53
DECEMBER '21	\$ 28,188.50	\$ 13,386.44	\$ 3,308.09	\$ -	\$ 11,498.97	\$ 2,100.87	\$ -	\$ -	\$ 2,100.87	\$ -	\$ -	\$ 51,968.68
JANUARY 22	\$ 20,828.00	\$ 7,626.35	\$ 3,960.48	\$ -	\$ 9,241.17	\$ 5,312.80	\$ -	\$ -	\$ 5,312.80	\$ -	\$ -	\$ 55,895.00
FEBRUARY 22	\$ 18,872.05	\$ 11,465.43	\$ 141.51	\$ -	\$ 7,265.11	\$ 4,542.87	\$ -	\$ -	\$ 4,542.87	\$ -	\$ (125.00)	\$ 58,492.24
MARCH 22	\$ 19,237.20	\$ (476.24)	\$ 9,797.72	\$ -	\$ 9,915.72	\$ 10,027.15	\$ -	\$ -	\$ 10,027.15	\$ -	\$ -	\$ 58,380.81
APRIL 22	\$ 29,117.65	\$ 11,630.26	\$ 6,864.54	\$ -	\$ 10,622.85	\$ 1,888.71	\$ -	\$ -	\$ 1,888.71	\$ -	\$ -	\$ 67,114.95
MAY 22	\$ 34,138.50	\$ 14,486.89	\$ 9,756.65	\$ -	\$ 9,944.96	\$ 9,202.78	\$ -	\$ -	\$ 9,202.78	\$ -	\$ -	\$ 67,857.13
JUNE 22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
YEAR TO DATE TOTALS	\$ 271,146.81	\$ 117,199.65	\$ 61,019.09	\$ -	\$ 92,928.07	\$ 82,799.58	\$ 466.45	\$ -	\$ 82,333.13	\$ -	\$ (448.66)	\$ -

(Fiscal year 21 / 22) Average Net Charges: **\$7,744.00**

(Fiscal year 21 / 22) Average Payments/Revenue: **\$6,861.09**

General department message:

Slow month as far as emergency calls. Morale is high and equipment is well maintained.

Submitted By: *Darrell Miller*

Darrell "Charlie" Miller

Date: 11/09/2022

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
11170	October 2022 Dump Fees	11 BLACK BUTTE TRANSFER STATION		*** Claim from another period (10/22) **** 3,929.29			1090 405000	710		101000
	Oct2022 11/03/22 Dump Fees			Total for Vendor: 3,929.29*						
11159	Heater Service-Regulatory Compliance	13 BLUE STAR GAS		*** Claim from another period (10/22) **** 178.53			1090 402000	392		101000
	0804718 10/21/22 Regulatory Compliance Service			59.51*			2000 402000	392		101000
	0804718 10/21/22 Regulatory Compliance Service			59.51*			3000 402000	392		101000
11171	Propane for Fire House, 409 Tucci Ave., 1379029 11/07/22 Propane 340.6 @ \$4.039	13 BLUE STAR GAS		1,490.43		39415	1040 403000	440		101000
	1379029 11/07/22 Propane 340.6 @ \$4.0			Total for Vendor: 1,668.96						
11148	CRWA ANNUAL MEMBERSHIP RENEWAL - (12/1/22 - 12/2/23)	20 CALIFORNIA RURAL WATER		*** Claim from another period (10/22) **** 675.00			2000 402000	370		101000
	YE12-2-23 10/11/22 CRWA Ann'l Mmbr Renewal			337.50*			3000 402000	370		101000
	YE12-2-23 10/11/22 CRWA Ann'l Mmbr Renewal			337.50*						
	Total for Vendor: 675.00			*** Claim from another period (10/22) **** 1,151.54						
11153	Heating - Scout Hall & Library	277 CROSS PETROLEUM					1080 403000	440		101000
	1489389IN 10/24/22 Library 47.1 @ \$4.6908			237.57*			1010 403000	440		101000
	1489402IN 10/25/22 Scout Hall 181.2 @ \$4.7 20%			182.79*			1070 403000	440		101000
	1489402IN 10/25/22 Scout Hall 181.2 @ \$4.7 80%			731.18*						
	Total for Vendor: 1,151.54			*** Claim from another period (10/22) **** 8.17						
11158	Reimbursement for Halogen Bulb purchase (Vehicle 1717 Maintenance)	1140 Daniel Fay				0023	1040 403000	530	20	101000
	Amazon 10/03/22 Reimb for Veh's Halogen Bulb			8.17*						
	Total for Vendor: 8.17									

MCCLOUD COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 11/22

11/10/22
14:52:28

* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
11163			1224 GateHouse Media California Public Works Superintendent Help Wanted Ad 9/28/22 - 10/19/22	302.40	****							
	0005011661	10/31/22	Pub Works Help Wanted Ad	302.40*		JENNIF	1010		402000	345		101000
			Total for Vendor:	302.40								
			*** Claim from another period (10/22) ****	4,054.49								
11150			1255 HEIMAN INC 7 large fire shelters - Wildland Fire Supplies	3,425.70*								
			0914437IN 10/13/22 6 large fire shelters	628.79*		0131	1041		403000	400		101000
			0914521IN 10/18/22 1 large fire shelter			3726	1041		403000	400		101000
			Total for Vendor:	4,054.49								
11160			416 MT SHASTA IT SERVICES	800.00								
Nov 2022	IT Services											
	INV-0218	11/01/22	Nov 2022 IT Services	800.00*			1010		402000	396		101000
			Total for Vendor:	800.00								
			*** Claim from another period (10/22) ****	340.56								
11151			1219 Pace Analytical Services LLC Non-Regulatory Drinking Water Monitoring - Employee has reimbursed District	340.56								
			\$41.70 in cash on 11/1/22. Keith.									
October	Drinking Water Monitoring											
	221105728	10/28/22	Non-Regulatory Drnk Wtr Mnt	41.70*		0050	3000		402000	392		101000
	221101428	10/27/22	October Drinking Water Moni	83.40*			3000		402000	392		101000
	221105828	10/28/22	October Drinking Water Moni	215.46*			3000		402000	392		101000
			Total for Vendor:	340.56								
			*** Claim from another period (10/22) ****	32.00								
11156			1040 Petty Cash - MCSD	32.00								
Postage & Tools												
	USPO	10/03/22	Postage Stamps	12.00*		JENNIF	1010		403000	411		101000
	YARD SALE	10/24/22	Used tools-wrenches, etc.	20.00*		AMOS	1010		403000	400		101000
			Total for Vendor:	32.00								
			*** Claim from another period (10/22) ****	45.00								
11157			1038 SCOTT VALLEY RESPIRATORY HOME Oxygen Bottle for Ambulance	45.00*								
	29255	10/12/22	Oxygen Bottle for Ambulance	45.00*		0030	1040		403000	400	20	101000
			Total for Vendor:	45.00								

MCCLOUD COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 11/22

11/10/22
14:52:28

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
11154		150 SISKIYOU COUNTY TAX COLLECTOR		283.54								
		Secured Fiscal Year Tax Roll 7/1/22 - 6/30/23 (Charged for Solid Waste Landfill)										
		049112010 11/01/22 Fire Hall		63.00*			1040	405000		740		101000
		049244030 11/01/22 MCSD Office		63.00*			1010	405000		740		101000
		049244040 11/01/22 MCSD Shop		63.00*			1010	405000		740		101000
		049161010 11/01/22 Scout Hall		63.00*			1070	405000		740		101000
		028530080 11/01/22 Hoo Hoo Park		31.54*			1070	405000		740		101000
		Total for Vendor:		283.54								
		*** Claim from another period (10/22) ***										
11149		169 SOLANOS HOME IMPROVEMENT CNTR		42.51								
		Chain Saw Bar Oil & Mix					1050	403000		400		101000
		305434 10/25/22 Chain Saw Bar Oil & Mix		10.63*		0049	1090	403000		400		101000
		305434 10/25/22 Chain Saw Bar Oil & Mix		10.63*		0049	2000	403000		400		101000
		305434 10/25/22 Chain Saw Bar Oil & Mix		10.63*		0049	3000	403000		400		101000
		Total for Vendor:		42.51								
		*** Claim from another period (9/22) ***										
11146		156 STAPLES		466.69								
		Office Supplies					1010	403000		410		101000
		3143997151 09/20/22 Envelopes, Copy Paper, Sta		201.69*			1010	403000		410		101000
		314858531 09/28/22 Binder Clips, Pens, Mech.		79.61*			1010	403000		410		101000
		314863201 09/28/22 Avery Index Maker		10.61*			1010	403000		410		101000
		315163901 10/04/22 Copy Plus 85 (2)		49.31*			1010	403000		410		101000
		3152356641 10/05/22 Professional 55		125.47*			1010	403000		410		101000
		Total for Vendor:		466.69								
		*** Claim from another period (10/22) ***										
11155		345 US BANK EQUIPMENT FINANCE		847.34								
		Copier 9/14/22 - 10/14/22					1010	404000		620		101000
		485238190 10/21/22 Debt Service		159.40*			1010	403000		410		101000
		485238190 10/21/22 Ricoh Copier 10/14/22-11/14		410.13*			1010	403000		410		101000
		485238190 10/21/22 Sales&Use Tax 11/14/22		29.74*			1010	403000		410		101000
		485238190 10/21/22 9/14/22-10/14/22 Overage		231.30*			1010	403000		410		101000
		485238190 10/21/22 Sales&Use Tax 10/14/22		16.77*			1010	403000		410		101000
		Total for Vendor:		847.34								

MCCLOUD COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 11/22

11/10/22
14:52:28

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
11147		165 USDA FOREST SERVICE		151.02								
		Sewage Transmission Line-Special Uses 1/1/23-12/31/23 Bill NO BF05146IAD0003										
		Payer Code 0003312252										
		BF05146IAD 10/14/22 Swg Tran'n Line-Code000331		151.02*			2000		404000	710		101000
		Total for Vendor:		151.02								
		*** Claim from another period (10/22) ****										
11161		1240 VALLEY PACIFIC PETROLEUM		1,339.51								
10/16/22		- 10/31/22 Vehicle Fuel		32.74*					403000	430		101000
		CH22556129 10/31/22 Fire Rdrahoe 10/29/22		40.38*					403000	430		101000
		CH22556129 10/31/22 SvcTrk 10/17/22 70,314mi 1		40.38*					403000	430		101000
		CH22556129 10/31/22 SvcTrk 10/17/22 70,314mi 1		40.38*					403000	430		101000
		CH22556129 10/31/22 SvcTrk 10/17/22 70,314mi 1		40.38*					403000	430		101000
		CH22556129 10/31/22 SvcTrk 10/17/22 70,314mi 1		40.39*					403000	430		101000
		CH22556129 10/31/22 Generator Gas 10/20/22		23.25*					403000	430		101000
		CH22556129 10/31/22 Park Truck/Mix 10/21/22		65.08*					403000	430		101000
		CH22556129 10/31/22 SlvrSvcTrk 10/26/22 85,092		24.10*					403000	430		101000
		CH22556129 10/31/22 SlvrSvcTrk 10/26/22 85,092		24.10*					403000	430		101000
		CH22556129 10/31/22 SlvrSvcTrk 10/26/22 85,092		24.10*					403000	430		101000
		CH22556129 10/31/22 SlvrSvcTrk 10/26/22 85,092		24.11*					403000	430		101000
		CH22556129 10/31/22 SvcTrk 10/26/22 70,445mi 1		30.77*					403000	430		101000
		CH22556129 10/31/22 SvcTrk 10/26/22 70,445mi 1		30.77*					403000	430		101000
		CH22556129 10/31/22 SvcTrk 10/26/22 70,445mi 1		30.77*					403000	430		101000
		CH22556129 10/31/22 SvcTrk 10/26/22 70,445mi 1		30.76*					403000	430		101000
		CH22556129 10/31/22 SlvrSvcTrk 10/27/22 85,285		18.46*					403000	430		101000
		CH22556129 10/31/22 SlvrSvcTrk 10/27/22 85,285		18.46*					403000	430		101000
		CH22556129 10/31/22 SlvrSvcTrk 10/27/22 85,285		18.46*					403000	430		101000
		CH22556129 10/31/22 SlvrSvcTrk 10/27/22 85,285		18.44*					403000	430		101000
		CH22556129 10/31/22 RearLoader 10/21/22 20,563		210.26*					403000	420		101000
		CH22556129 10/31/22 SideLoader 10/21/22 24,856		211.20*					403000	420		101000
		CH22556129 10/31/22 SideLoader 10/21/22 25,027		213.97*					403000	420		101000
		CH22556129 10/31/22 Fire Eng 1711 10/20/22		128.18*					403000	420		101000
		Total for Vendor:		1,339.51								

* ... Over spent expenditure

Claim/ Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account	
11169	116 VYVE - FIRE		141.25			1040	402000	320	101000	
	November 2022 Phone & Internet Service									
	Nov2022 11/02/22 Phone & Internet Service		141.25*							
			141.25							
	Total for Vendor:									
11162	117 VYVE - MCSD		313.36			1010	402000	320	101000	
	Nov 2022 Phone & Internet Service									
	Nov2022 11/02/22 Phone & Internet Service		313.36*							
			313.36							
	Total for Vendor:									
			*** Claim from another period (9/22) ****							
11145	170 WITTMAN ENTERPRISES, LLC		870.03			1040	402000	394	20 101000	
	September 2022 Ambulance Billing									
	2209028 10/21/22 Sep 2022 Ambulance Billing		870.03*							
			870.03							
	Total for Vendor:									
	# of Claims	21				# of Vendors	20			
	Total:		17,462.66							

Fund/Account	Amount
1010 GENERAL	
101000 Operating Cash	\$3,093.83
1040 FIRE	
101000 Operating Cash	\$2,778.80
1041 FIRE - FSLA	
101000 Operating Cash	\$4,054.49
1050 ALLEYS	
101000 Operating Cash	\$124.34
1070 PARKS	
101000 Operating Cash	\$890.80
1080 LIBRARY	
101000 Operating Cash	\$237.57
1090 REFUSE	
101000 Operating Cash	\$4,748.57
2000 SEWER	
101000 Operating Cash	\$672.37
3000 WATER	
101000 Operating Cash	\$861.89
Total:	\$17,462.66

11/10/22
14:52:29

MCCLOUD COMMUNITY SERVICES DISTRICT
Claim Approval Signature Page
For the Accounting Period: 11 / 22

Page: 7 of 7
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: \$17,462.66
Signature #2 _____

Signature #4 _____

Signature #3 _____

Signature #5 _____

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Monthly Account Reconciliation Policy
POLICY NUMBER: 3440
ADOPTED: November ____, 2022
REVIEWED:
AMENDED:

3440.10 Primary Policy Goals and Objectives

3440.11 Fraud Prevention. The primary reason to reconcile accounts monthly is to increase frequency of reconciliation, which is essential to prevent fraud and to ensure the MCSD's funds are handled with fiscal and fiduciary responsibility.

3440.12 Balanced Books. The reconciliation of all bank accounts in a timely manner is a key component of good controls over cash. The reconciliation of the bank balance with the book balance (i.e. general ledger) is necessary to ensure that:

1. All receipts and disbursements are recorded, which is an essential process for ensuring complete and accurate financial statements;
2. Checks are clearing the bank in a reasonable time frame;
3. Fraudulent claims can be discovered and investigated;
4. Reconciled cash balance agrees to the general ledger cash balance;
5. Accounts are well-prepared and balanced for annual auditing Purposes.

3440.13 Internal Controls. Bank reconciliations help to create stronger internal control, whereby accountability over cash assets is greatly enhanced.

3440.14 Safeguard Cash. Bank reconciliations safeguard cash by detecting errors on the part of the bank and/or the District when recording activities in accounts.

Agenda Item 2

3440.15 Policy Detail.

Reconciliations are performed on a monthly basis with both internal and external entities, including but not limited to:

- All Bank accounts
- Accounts Payable
- Accounts Receivable
- Reserve Accounts
- Loans/LOC/Financing
- General Ledger Accounts

3440.16 Procedures. The Chief Financial Officer will develop and maintain documented procedures for reconciling each account. Each account will be reconciled on a monthly basis and within 20 business days of the end of the month. Accounting Department will work together with banks and other financial institutions to identify and resolve reconciling items on a timely basis. Any unmatched book/bank lines or other reconciling items should be corrected within 120 days of the reconciled month.

3440.17 Review of Bank Reconciliation. The Chief Financial Officer will review the completed account reconciliation reports to ensure there are no questionable transactions, outstanding checks, or deposits in transit. They will initial and date the reconciliation, which will indicate that the review was completed and any follow-up action, if needed, was taken. Written documentation of follow-up action and resolution is retained with each reconciliation for auditing purposes.

3440.18 Amendment. Whenever a change in law or other circumstances require, this Policy shall be amended on adoption of an appropriate resolution by the Board of Directors of the District. This Policy shall be reviewed at least annually to determine if any amendments are appropriate, given reconciliation experience of the District during the preceding period, or as may be required by law.

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Compensation for Fire and Ambulance Personnel
POLICY NUMBER: 3270
ADOPTED: April 12, 1999
REVIEWED: May 13, 2008; February 27, 2014, May 8, 2019
REVISED: June 9, 2008; March 24, 2014, June 10, 2019

3270.10 Volunteer members of the McCloud Fire Department shall be reimbursed on a point system for wear and tear of clothing and equipment, use of private vehicles (per fire department bylaws) and other personal expenses incurred in rendering protection to lives and property in and surrounding the community of McCloud.

3270.11 Points shall be accumulated for each attendance at an authorized Fire Department activity to include emergency calls, meetings, drills and other activities as may be prescribed by the Fire Chief or his/her authorized representative.

3270.12 Attendance shall be indicated by documentation provided by the Fire Chief or his/her authorized representative.

3270.13 Points shall be awarded for attendance based upon the following activity schedule:

3270.131 Points Paid to Firefighters: One (1) point shall be awarded for attendance at each emergency fire call, weekly meeting, and/or for unusual activities as authorized by the Fire Chief.

3270.132 Points Paid to EMTs or Paramedics: Two (2) points shall be awarded for each EMT or Paramedic emergency ambulance response.

3270.133 Regular *quarterly points stipend (29.29)* compensation shall be paid to the First Assistant Fire Chief, unless he/she is acting as the Fire Chief, at which time he/she will forfeit points for Fire Chief pay.

3270.20 The Fire Chief or his/her authorized representative shall be responsible for the accounting of points accumulated by members and shall prepare a summary of such points at the end of each quarter.

3270.21 A point accumulation summary shall be provided to the Finance Officer by the Fire Chief or his/her authorized representative for fire-fighters and EMTs.

3270.22 The value of each point shall be established by the Board of Directors and appear in the current salary schedule.

3270.23 Wages earned and paid to the Assistant Chiefs, plus reimbursement to other volunteer members for primary wages lost in the performance of service to the department shall be paid and accounted for separately and directly by the McCloud Community Services District in accordance with state law. Points shall be forfeited in favor of receiving wage benefits.

3270.24 Volunteers performing cover duties for other agencies such as the California Department of Forestry (Cal-Fire) shall be compensated for their services at the hourly rate determined by the agency for which services were provided. All payments to volunteers will be made through District payroll.

McCloud Community Services District
Statement of Revenue, Expenditures and Changes in Fund Balances
9/30/2022

		YTD			YTD		R E M A I N I N G		B U D G E T		
		Actual Through 09-30-22	Budget Through 09-30-22	Difference Over(Under)	Annual Budget TOTAL	Remaining Budget(\$)	Remaining Funding (%)				
ADMINISTRATION	GENERAL (1010)										
	Revenue	\$ 787	\$ -	\$ 787	\$ 78,000	\$ 78,000	100%				
	Net Operating Income	\$ 787	\$ -	\$ 787	\$ 78,000	\$ 78,000	100%				
	<i>Net Expenditures to be Allocated</i>										
	Expenditures - Administration (1010)	\$ 331,734	\$ 342,100	\$ (10,366)	\$ 801,881	\$ 459,781	57%				
Expenditures - Directors (1020)	\$ 2,508	\$ 4,000	\$ (1,492)	\$ 16,000	\$ 12,000	75%					
Total Administration Expenditures	\$ 334,242	\$ 346,100	\$ (11,858)	\$ 817,881	\$ 471,781						
<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	\$ 10,170	\$ 10,178	\$ (8)	\$ 40,710	\$ 30,532	75%				
	Expenditures	\$ 14,102	\$ 18,485	\$ (4,383)	\$ 73,938	\$ 55,453	75%				
Net Operating Income	\$ (3,932)	\$ (8,307)	\$ 4,375	\$ (33,228)	\$ (24,921)						
STREET LIGHTS (1060)	Revenue	\$ 5,793	\$ 4,852	\$ 941	\$ 19,408	\$ 14,556	75%				
	Expenditures	\$ 4,943	\$ 5,210	\$ (267)	\$ 18,000	\$ 12,790	71%				
	Net Operating Income	\$ 850	\$ (358)	\$ 1,208	\$ 1,408	\$ 1,766					
FIRE (1040)	Revenue	\$ 42,130	\$ 24,500	\$ 17,630	\$ 519,441	\$ 494,941	95%				
	Expenditures	\$ 71,709	\$ 96,688	\$ (24,979)	\$ 466,749	\$ 370,061	79%				
	FLSA Revenue			\$ -	\$ -	\$ -					
	FLSA Expenditures			\$ -	\$ -	\$ -					
Net Operating Income	\$ (29,579)	\$ (72,188)	\$ 42,609	\$ 52,692	\$ (865,002)						
PARKS (1070 & 1075)	Revenue	\$ 2,858	\$ 1,000	\$ 1,858	\$ 50,586	\$ 49,586	98%				
	Expenditures	\$ 27,206	\$ 25,798	\$ 1,408	\$ 77,396	\$ 51,598	67%				
	Net Operating Income	\$ (24,348)	\$ (24,798)	\$ 450	\$ (26,810)	\$ (2,012)					
LIBRARY (1080)	Revenue	\$ 1,250	\$ -	\$ 1,250	\$ 7,706	\$ 7,706	100%				
	Expenditures	\$ 3,240	\$ 4,109	\$ (869)	\$ 16,437	\$ 12,328	75%				
	Net Operating Income	\$ (1,990)	\$ (4,109)	\$ 2,119	\$ (8,731)	\$ -					
REFUSE (1090)	Revenue	\$ 107,871	\$ 103,632	\$ 4,239	\$ 414,526	\$ 310,894	75%				
	Expenditures	\$ 97,611	\$ 95,601	\$ 2,010	\$ 382,405	\$ -	0%				
	Net Operating Income	\$ 10,260	\$ 8,031	\$ 2,229	\$ 32,121	\$ -					
SEWER (2000)	Revenue	\$ 141,132	\$ 136,395	\$ 4,737	\$ 545,580	\$ 409,185	75%				
	Expenditures	\$ 108,219	\$ 124,617	\$ (16,398)	\$ 498,686	\$ -	0%				
	Net Operating Income	\$ 32,913	\$ 11,778	\$ 21,135	\$ 46,894	\$ 409,185					
WATER (3000)	Revenue	\$ 152,489	\$ 152,166	\$ 323	\$ 608,662	\$ 456,496	75%				
	Expenditures	\$ 137,981	\$ 144,557	\$ (6,576)	\$ 499,377	\$ -	0%				
	Net Operating Income	\$ 14,508	\$ 7,609	\$ 6,899	\$ 109,285	\$ 456,496	1				

SUBTOTAL OF ALL OPERATING FUNDS										
TOTAL	Revenue				\$ 464,480	\$ 432,723	\$ 31,757	\$ 2,284,619	\$ 1,851,896	81%
	Expenditures (Including Admin)				\$ 465,011	\$ 515,065	\$ (50,054)	\$ 2,032,988	\$ 1,517,923	75%
	Net Operating Income				\$ (531)	\$ (82,342)	\$ 81,811	\$ 251,631	\$ -	
	Non Operating Revenue/Expense									
	LAIIF Interest Income				\$ 5,113	\$ 8,325	\$ (3,212)	\$ 33,298	\$ -	
	CERBT Earnings				\$ -	\$ -	\$ -	\$ -	\$ -	
	NET INCOME/LOSS				\$ 4,582	\$ (74,017)	\$ (3,212)	\$ 284,929	\$ -	

BUDGETED FINANCIAL GOALS AND OBLIGATIONS										
SET ASIDES/CAPITAL OUTLAYS										
	Administrative Restricted Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Administrative Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Administrative Capital Outlays				\$ -	\$ -	\$ -	\$ -	\$ -	
	Alley Restricted Set Asides				\$ -	\$ -	\$ -	\$ 217	\$ 217	100%
	Alley Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Alley Capital Outlays				\$ -	\$ -	\$ -	\$ -	\$ -	
	Lights Restricted Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Lights Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Lights Capital Outlays				\$ -	\$ -	\$ -	\$ 977	\$ 977	100%
	Park Restricted Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Park Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Park Capital Outlays				\$ -	\$ -	\$ -	\$ -	\$ -	
	Fire Restricted Set Asides				\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	100%
	Fire Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Fire Capital Outlays				\$ -	\$ -	\$ -	\$ 53,400	\$ 53,400	100%
	Library Restricted Set Asides				\$ -	\$ -	\$ -	\$ 47	\$ 47	100%
	Library Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Library Capital Outlays				\$ -	\$ -	\$ -	\$ -	\$ -	
	Refuse Restricted Set Asides				\$ -	\$ -	\$ -	\$ 15,757	\$ 15,757	100%
	Refuse Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Refuse Capital Outlays				\$ -	\$ -	\$ -	\$ -	\$ -	
	Sewer Restricted Set Asides				\$ -	\$ -	\$ -	\$ 58,778	\$ 58,778	100%
	Sewer Set Asides				\$ -	\$ -	\$ -	\$ -	\$ -	
	Sewer Capital Outlays				\$ -	\$ -	\$ -	\$ -	\$ -	
	Water Restricted Set Asides				\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	100%
	Water Set Asides				\$ -	\$ -	\$ -	\$ 143,231	\$ 143,231	100%
	Water Capital Outlays				\$ -	\$ -	\$ -	\$ -	\$ -	
	Total Set Asides/Capital Outlays				\$ -	\$ -	\$ -	\$ 299,639	\$ 299,639	100%
SUBTOTAL OF ALL SET ASIDES AND CAPITAL OUTLAYS										
TOTAL	Net Change in Funds Cash Position				\$ 4,582	\$ (74,017)	\$ 81,811	\$ (48,008)	\$ (299,639)	

Old McCloud Courthouse Project												
Revenue												
Carryover												
Expenditures												
Net Operating Income												
Mud Creek Restoration - Expensed to Water												
Reimbursement												
Expenditures												
Balance												
Elk Spring House Project												
Reimbursement	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Balance	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Upper Elk Sh to Lower Elk SH												
Reimbursement	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Balance	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
FLSA Strike Team Revenue/Expense to Fire												
Reimbursement	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Balance	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Special Projects												
Old McCloud Courthouse Project												
Revenue												
Carryover												
Expenditures												
Net Operating Income												
Mud Creek Restoration - Expensed to Water												
Reimbursement												
Expenditures												
Balance												
Elk Spring House Project												
Reimbursement	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Balance	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Upper Elk Sh to Lower Elk SH												
Reimbursement	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Balance	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
FLSA Strike Team Revenue/Expense to Fire												
Reimbursement	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Balance	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

-- UNAUDITED ACTUALS ~ DOES NOT INCLUDE DEPRECIATION AND OTHER ANNUAL TRANSACTIONS --

McCloud Community Services District						
Statement of Revenue, Expenditures and Changes in Fund Balance						
Unaudited Actuals	2022-2023	YTD 2022-23	Re	Remaining Fund	Remaining Fund %	
January 0, 1900	Budget Revenue	Expense	Re	\$		
General (1010)	\$ 78,000	\$ -	%	\$ 78,000	100%	
ALLEYS (1050)	\$ 40,710	\$ 14,102	%	\$ 26,608	65%	
STREET LIGHTS (1060)	\$ 19,408	\$ 4,943	%	\$ 14,465	75%	
FIRE (1040)	\$ 519,441	\$ 73,775	%	\$ 445,666	86%	
PARKS (1070 & 1075)	\$ 50,586	\$ 27,206	%	\$ 23,380	46%	
LIBRARY (1080)	\$ 7,706	\$ 3,240	%	\$ 4,466	58%	
REFUSE (1090)	\$ 414,526	\$ 97,611	%	\$ 316,915	76%	
SEWER (2000)	\$ 545,580	\$ 108,219	%	\$ 437,361	80%	
WATER (3000)	\$ 608,662	\$ 137,981	%	\$ 470,681	77%	
SUBTOTAL OF ALL OPERATING FUNDS	\$ 2,284,619	\$ 467,077	%	\$ 1,817,542	80%	

MCSO Cash Position:						
5 Star MM Reserve Account				\$ 2,326,468		
Operating Bank Account	5 Star and Banner Bank			\$ 1,713,516		
Springhouse Project Advance				\$ 248,868		
Old Court house Cash Balance				\$ 2,998		
CERBT Account				\$ 408,855		

includes Springhouse Project Advance of \$248,868

McCloud Community Services District

Statement of Revenue, Expenditures and Changes in Fund Balance

Unaudited Actuals January 0, 1900	Fiscal Year 2022-23 YTD Actual	Fiscal Year 2022-23 Budget	Re Re	Remaining Fund Total	Remaining Fund %
General (1010)	\$ 787	\$ 78,000		\$ (77,213)	-9811%
Revenue					
ALLEYS (1050)					
Revenue	\$ 10,170	\$ 40,710		\$ (30,540)	-300%
Expenses	\$ 14,102	\$ 73,938		\$ (59,836)	-424%
STREET LIGHTS (1060)					
Revenue	\$ 5,793	\$ 19,408		\$ (13,615)	-235%
Expenses	\$ 4,943	\$ 18,000		\$ (13,057)	-264%
FIRE (1040)					
Revenue	\$ 42,130	\$ 519,441		\$ (477,311)	-1133%
Expenses	\$ 71,709	\$ 466,749		\$ (395,040)	-551%
PARKS (1070 & 1075)					
Revenue	\$ 2,858	\$ 50,586		\$ (47,728)	-1670%
Expenses	\$ 27,206	\$ 77,396		\$ (50,190)	-184%
LIBRARY (1080)					
Revenue	\$ 1,250	\$ 7,706		\$ (6,456)	0%
Expenses	\$ 3,240	\$ 16,437		\$ (13,197)	-407%
REFUSE (1090)					
Revenue	\$ 107,871	\$ 414,526		\$ (306,655)	-284%
Expenses	\$ 97,611	\$ 382,405		\$ (284,794)	-292%
SEWER (2000)					
Revenue	\$ 141,132	\$ 545,580		\$ (404,448)	-287%
Expenses	\$ 108,219	\$ 498,686		\$ (390,467)	-361%
WATER (3000)					
Revenue	\$ 152,489	\$ 608,662		\$ (456,173)	-299%
Expenses	\$ 137,981	\$ 499,377		\$ (361,396)	-262%
FUNDS REVENUE	\$ 464,480	\$ 2,284,619		\$ (1,820,139)	-392%
FUNDS EXPENSE	\$ 465,011	\$ 2,032,988	%	\$ (1,567,977)	-337%

Does not include FLSA Strike Team revenue or expense

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Director Electronic Device Policy
POLICY NUMBER: 4100
ADOPTED: 07/10/17
REVIEWED: 05/09/17, 06/13/17, 10/08/19, 09/08/21
REVISED: 11/12/19

4100.10 Purpose

At the Regular Meeting of the Board of Directors on March 27, 2017, the Board approved the purchase of electronic devices for the Directors at a maximum cost of \$300 per device. Use of an electronic device will assist the McCloud Community Services District (“MCSD”) Board of Directors in the efficient performance of their duties.

4100.20 Policy

4100.21 Receipt of Electronic Devices

MCSD will furnish any Director an electronic device upon request, cost not to exceed the approved budget. Any additional accessories, such as keyboards, styluses, screen protectors, cables or adapters, shall be at an individual Director’s own expense and shall remain the property of the Director at the end of their term. Directors will be issued appropriate MCSD e-mail accounts. Software for e-mail, file management, document processing, etc. will be installed by MCSD’s current IT technicians on the device and shall be used for MCSD’s official business only.

4100.22 Care of Tablets

Each Director is responsible for the general care and maintenance of the device that has been issued. The Director should follow the manufacturer’s recommended guidelines for the appropriate care. Devices that malfunction or are damaged must be reported promptly to MCSD. MCSD will be responsible for having the malfunctioning unit repaired. If, due to the Director's misuse or neglect, the tablet is stolen or lost, the Director shall replace the electronic device at the Director’s cost. Devices that have been damaged from misuse or neglect may be repaired by MCSD with the cost borne by the Director. If the repair cost exceeds the cost of purchasing a new device, the Director shall pay the full replacement value. Cause of malfunction will be determined the IT technician.

4100.23 Software on Electronic Devices.

The software and applications installed by MCSD must remain on the tablets in usable condition and be readily accessible at all times. Directors may be required to return their devices to the MCSD IT technician for periodic updates and maintenance. Any software, e-mail messages or files downloaded via the Internet into MCSD's systems become the property of MCSD and may only be used with applicable licenses, trademarks or copyrights. If technical difficulties occur or illegal software is discovered, the electronic devices will be wiped clean and restored to factory default. MCSD does not accept responsibility for the loss of any software, electronic content or documents deleted due to a wipe and restore.

4100.24 Acceptable Use and Compliance with Policy

The electronic devices, Internet and e-mail access are tools provided for conducting MCSD business only. All of MCSD's systems, including the electronic devices, are considered to be public property until the end of the Director's term. All documents, files and e-mail messages created, received, stored in, or sent from any MCSD device may be considered public records, subject to disclosure to the public pursuant to the California Public Records Act with only limited exceptions, and are considered the property of MCSD.

4100.241 The device and all data and applications contained on the device are intended for MCSD business and are the property of MCSD, regardless of the content and including any personal communications or personal data. MCSD reserves the right to inspect any and all files stored on the device in order to ensure compliance with this policy. By acknowledging the receipt of the device, the Director understands that the device and all data and applications contained therein are not private or confidential. The Director should have no expectation of privacy with respect to any use of the electronic device or its applications

4100.242 All MCSD Electronic Media Use and Telephone Policies will continue to apply to a Director's conduct on the Internet and in the use of e-mail. A Director's use of the device could constitute actions on behalf of MCSD and thereby expose MCSD to risk of liability.

4100.243 Board of Directors shall not use the tablets in any way as to violate federal, state, or local laws, including but not limited to, the public meeting requirements of the Brown Act.

4100.244 Directors shall not use the device to deliberately propagate any virus or other hostile computer program or file, to disable or overload any computer system or network, or to circumvent any system intended to protect the privacy or security of another user.

4100.25 Retention of Tablets at End of Term/Service

When a Director successfully completes his or her full term of service, he/she may purchase their electronic device for of \$150.00. After backing up appropriate files, the electronic device will be wiped clean of any and all MCSD information and restored to factory defaults.

I, the undersigned Director of McCloud Community Service District, have been provided a copy of McCloud Community Service District's Director Electronic Device Policy for Board of Directors and understand its contents fully. I understand and accept the terms of this Policy and agree to abide by all terms contained in it.

Director Name (please print)

Director Signature

Date

Attest
