

**SHASTA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' MEETING
6:00 pm Tuesday, May 19th, 2026
11570 School Street, Redding, CA 96001
AGENDA**

1. Call to Order

2. Pledge of Allegiance

3. Approve Agenda pgs 1-2

4. Public Comment Period

This time is set aside for members of the public to address the District on matters not on the agenda, as well as matters on the Consent Calendar. If your comments concern an item noted on the regular agenda, please address the Board after that item is open to public comments. By law, the Board of Directors cannot make decisions on matters not included on the agenda. The Board will customarily refer these matters to the General Managers' Office. Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time. Comments should be limited to matters within the jurisdiction of the District.

5. Consent Calendar

The Board considers matters listed under the Consent Calendar routine and will enact them by one motion in the form listed below. There will be no separate discussion of the items unless good cause is shown before the Board votes on the motion to adopt.

Financial Reports for April 1st through April 30th, 2026

5-1 SCSD Financial Report pg 3

5-2 SCSD Monthly Bank Transactions pgs 4-6

5-3 SCSD Budget vs Actual pgs 7-10

5-4 April 21st, 2026, meeting minutes pgs 11-15

RECOMMENDATION: Approval and adoption of all items on the Consent Calendar.

6. Correspondence:

6-1 Notice of Shasta LAFCo FY 2026-27 Proposed Budget. pgs 16-17

7. General Business:

7-1 General Manager report pg 18

8. New Business:

8-1 Shasta County Clerk/Registrar of Voters, required documents for the general election on November 3, 2026: Fact sheet, Incumbent list, and resolution, due to the Election's Office by July 1, 2026 *pp 19-24*

Discussion/Possible Action

9. Old Business:

10. Oral Communications:

These Comment sessions are for information and reporting purposes only. Board action cannot be taken. If it becomes apparent that action is necessary or desired, the matter(s) will be scheduled on a subsequent board agenda.

10-1 Board Members:

10-2 Staff Members:

11. Adjourn:

In compliance with the Americans with Disabilities Act, the Shasta Community Services District will make available to any member of the public who has a disability, a needed modification or accommodation, including an auxiliary aid or service, for that person to participate in the public meeting. A person needing assistance should contact the district office by mail at PO Box 2520, Shasta, CA 96087, 48 hours before the meeting. Accommodations may include, but are not limited to, interpreters, assistive listening devices, accessible seating, or documentation in an alternate format. If requested, this document and other agenda materials can be made available in an alternative format for persons with a disability who are covered by the Americans with Disabilities Act

**Shasta Community Services District
Financial Report for April 2026**

	Tri Counties Bank		Umpqua
	935 General	970 Money Mult.	839 State Reimb.
Beginning Cash	\$ 31,545.86	\$ 1,990,504.08	\$ 60,519.07
Voided Checks - Prior Period			
Reconciling Adjustments	(227.54)	(0.88)	
Revenue			
Customer Payments	33,282.60	47,590.90	
Bad Debt Recovery			
Hydrant Water Sales			
Property Tax Disbursements			
Capacity Expansion Fee			
Grants			
Scrap Metal			
Asset Disposal			
Vendor Refunds			
Interest		3,266.74	0.50
Total Revenue	\$ 33,282.60	\$ 50,857.64	\$ 0.50
Transfers			
Transfers In	80,000.00		
Transfers Out		80,000.00	
Total Transfers	\$ 80,000.00	\$ 80,000.00	\$ -
Disbursements			
Bills Paid	(40,493.47)		
Payroll	(26,509.79)		
Revolving Fund Loan Payment			
USDA Loan Payment			
Customer NSF Returns			
Bank Fees	(97.60)		
Total Disbursements	\$ (67,100.86)	\$ -	\$ -
Ending Cash	\$ 77,500.06	\$ 1,961,360.84	\$ 60,519.57

**Shasta Water Department
BANK TRANSACTIONS
4/1/2026 - 4/30/2026**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
13110 - Tric General Fund 935							
Bill Pmt -Check	04/01/2026	EFT	California State Disbursement Unit	Employee Garnishment		349.00	32,015.37
Bill Pmt -Check	04/01/2026	17463	Badger Meter	March 2026 mbl hosting		66.71	31,599.66
Bill Pmt -Check	04/01/2026	EFT	Humana	April 2026 employee dental & vision		661.44	30,938.22
Bill Pmt -Check	04/01/2026	17467	Pace Analytical Services LLC	drinking water monitoring Coliform, E. coli TTHMs		583.60	30,354.62
Bill Pmt -Check	04/01/2026	17468	Christopher Hunter	March 2026		200.00	30,154.62
Bill Pmt -Check	04/01/2026	17469	David Cross	March 2026		300.00	29,854.62
Bill Pmt -Check	04/01/2026	17470	Jo Ann Vayo	March 2026		300.00	29,554.62
Bill Pmt -Check	04/01/2026	17471	Randall Smith	March 2026		300.00	29,254.62
Bill Pmt -Check	04/01/2026	17472	Valerie Coon	March 2026		300.00	28,954.62
Transfer	04/01/2026			Funds Transfer	40,000.00		68,954.62
Bill Pmt -Check	04/01/2026	17473	Wells Fargo Bank, N.A.	April 2026 copier lease inv 5038201441		257.66	68,696.96
Bill Pmt -Check	04/01/2026	EFT	Western Growers Assurance Trust	April 2026 employee health insurance inv # 2603235284		5,268.55	63,428.41
Bill Pmt -Check	04/01/2026	EFT	TASC (Optilife)	Employee Supplemental Insurance April 2026		533.00	62,895.41
Bill Pmt -Check	04/01/2026	EFT	Elan Cardmember Services	answering service, file cabinet, frig filter, file folders, copy paper, ...		559.71	62,335.70
Bill Pmt -Check	04/01/2026	EFT	California Public Employee's Retirement	April 2026		3,495.86	58,839.84
Bill Pmt -Check	04/01/2026	EFT	AT&T Mobility	February 2026 office phone		67.79	58,772.05
Bill Pmt -Check	04/01/2026	17474	US Bureau of Reclamation	March 2026 water adjustment		4,347.15	54,424.90
Bill Pmt -Check	04/01/2026	17475	Ed Staub & Sons	fuel March 2026 2nd half		806.13	53,618.77
Deposit	04/01/2026			Batch # 459 CC	670.08		54,288.85
Bill Pmt -Check	04/02/2026	17476	Carrel's Office Machines	March 2026 & corrected past 6 months copier fees		924.02	53,364.83
Bill Pmt -Check	04/02/2026	17477	Charles W. Pillon	pre-audit oversight & implementation meeting		510.05	52,854.78
Bill Pmt -Check	04/02/2026	17478	Jeff Heign	pre-audit oversight & implementation meeting		428.34	52,426.44
Deposit	04/02/2026			Batch # 460 CC	337.62		52,764.06
Paycheck	04/03/2026	17464	Hunt, Joshua E	pay period 3/16/2026 - 3/31/2026		3,433.61	49,330.45
Paycheck	04/03/2026	17465	Staup, Shawn P	pay period 3/16/2026 - 3/31/2026		2,588.47	46,741.98
Paycheck	04/03/2026	17466	Steele, Justin B.	pay period 3/16/2026 - 3/31/2026		3,255.29	43,486.69
Liability Check	04/03/2026		QuickBooks Payroll Service	Created by Payroll Service & Payroll Taxes on 04/01/2026		4,512.07	38,974.62
Deposit	04/03/2026			Batch # 461 CC	587.16		39,561.78
Deposit	04/04/2026			Batch # 462 CC	2,017.33		41,579.11
Deposit	04/05/2026			Batch # 463 CC	168.37		41,747.48
Deposit	04/05/2026			Batch # 468 CC	84.73		41,832.21
Bill Pmt -Check	04/06/2026	EFT	AT&T	March 2026 office internet		117.70	41,714.51
Bill Pmt -Check	04/07/2026	17479	Pace Analytical Services LLC	drinking water monitoring HAA5		286.80	41,427.71
Bill Pmt -Check	04/07/2026	17480	RAS Contractors	Rock Crk/Bandana Trl road repair		1,250.00	40,177.71
Bill Pmt -Check	04/07/2026	17481	Ferguson DBA Groentiger & Co.	6x12 ss rep clmp invoice #1921536		440.57	39,737.14
Bill Pmt -Check	04/07/2026	17482	PG&E	March 2026 office electric		450.16	39,286.98
Bill Pmt -Check	04/07/2026	17483	verizon	March 2026 filter plant data		61.62	39,225.36
Deposit	04/07/2026			Batch # 469 CC	815.31		40,040.67
Deposit	04/07/2026			Batch # 470 CC	99.73		40,140.40
Deposit	04/08/2026			Batch # 467 & 471 CC	2,471.88		42,612.28
Deposit	04/08/2026			Batch # 476 CC	177.57		42,789.85
Bill Pmt -Check	04/09/2026	17484	PG&E	March 2026 pumps electric		1,328.16	41,461.69
Bill Pmt -Check	04/09/2026	17485	verizon	March 2026 office cell phones		116.43	41,345.26
Bill Pmt -Check	04/09/2026	17486	CASSIDY'S AUTO LUBE	truck u15 oil change		94.03	41,251.23
Bill Pmt -Check	04/09/2026	17487	VEGA Americas, Inc.	wip level sensor		1,525.12	39,726.11
Check	04/09/2026	17488	CUSTOMER REFUNDS	closed acct # 1425 deposit refund		200.00	39,526.11
Bill Pmt -Check	04/09/2026	17489	Waste Management	April 2026 office trash		73.02	39,453.09
Deposit	04/09/2026			Batch # 472 CC	435.93		39,889.02
Deposit	04/09/2026			Batch # 483 CC	226.94		40,115.96
Check	04/10/2026	17490	CUSTOMER REFUNDS	closed acct #1593 partial deposit refund		183.36	39,932.60
Deposit	04/10/2026			Batch # 474 CC	114.62		40,047.22
Deposit	04/10/2026			Batch # 478 CC	67.27		40,114.49
Deposit	04/11/2026			Batch # 484 CC	4.30		40,118.79
Check	04/12/2026			service charge		97.60	40,021.19
Deposit	04/13/2026			Batch # 477 CC	399.98		40,421.17

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**Shasta Water Department
BANK TRANSACTIONS
4/1/2026 - 4/30/2026**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Deposit	04/13/2026			Batch # 478 CC	275.60		40,696.77
Deposit	04/13/2026			Batch # 485 CC	77.38		40,774.15
Deposit	04/15/2026			Batch # 477 & 479 CC	516.92		41,291.07
Deposit	04/15/2026			Batch # 481 CC	68.20		41,359.27
Bill Pmt -Check	04/15/2026	17491	Downey Brand	February 2026 WJIN Act services		352.13	41,007.14
Bill Pmt -Check	04/15/2026	17492	PACE Civil Engineering, Inc.	cybersecurity grant application		6,789.00	34,218.14
Bill Pmt -Check	04/15/2026	EFT	California State Disbursement Unit	Employee Garnishment		349.00	33,869.14
Bill Pmt -Check	04/16/2026	17496	Ferguson DBA Groeniger & Co.	misc truck tools, restock supplies, emergency clamp restock, prv ...		3,315.58	30,553.56
Deposit	04/16/2026			Batch # 480 CC	73.95		30,627.51
Deposit	04/16/2026			Batch # 490 CC	67.22		30,694.73
Deposit	04/17/2026			Batch # 482 CC	414.81		31,109.54
Bill Pmt -Check	04/17/2026	17497	Ed Staub & Sons	fuel April 2026 1st half		548.28	30,561.26
Bill Pmt -Check	04/17/2026	17498	Pace Analytical Services LLC	drinking water coliform & E.coli monitoring		196.40	30,364.86
Bill Pmt -Check	04/17/2026	17499	RCN Technologies	annual renewal of netcloud for IoT Routers 9/15/2026 - 9/14/2027		85.59	30,279.27
Deposit	04/17/2026			Batch # 491 CC	269.67		30,548.94
Deposit	04/18/2026			Batch # 492 CC	177.00		30,725.94
Deposit	04/18/2026			Batch # 495 CC	826.09		31,552.03
Paycheck	04/20/2026	17493	Hunt, Joshua E	pay period 4/1/2026 - 4/15/2026		3,395.61	28,156.42
Paycheck	04/20/2026	17494	Staup, Shawna P	pay period 4/1/2026 - 4/15/2026		2,278.62	25,877.80
Paycheck	04/20/2026	17495	Steele, Justin B.	pay period 4/1/2026 - 4/15/2026		3,062.26	22,815.54
Liability Check	04/20/2026		QuickBooks Payroll Service	Created by Payroll Service & Payroll taxes on 04/16/2026		3,983.86	18,831.68
Transfer	04/20/2026			Funds Transfer	40,000.00		58,831.68
Deposit	04/20/2026			Batch # 496 CC	342.50		59,174.18
Deposit	04/20/2026			Batch # 502 CC	67.22		59,241.40
Bill Pmt -Check	04/21/2026	EFT	Quadient Finance USA, Inc	March 2026 postage		1,000.00	58,241.40
Bill Pmt -Check	04/21/2026	17500	Moore & Bogener	receive & review Downey Brand invoices and draft letter to District		50.00	58,191.40
Bill Pmt -Check	04/21/2026	17501	Hue & Cry, Inc.	May 2026 fire & burglary alarm system monitoring		178.00	58,013.40
Bill Pmt -Check	04/21/2026	17502	Wells Fargo Bank, N.A.	May 2026 copier lease inv 5038384993		182.66	57,830.74
Bill Pmt -Check	04/21/2026	EFT	AT&T Mobility	April 2026 office phone		67.79	57,762.95
Check	04/21/2026	17503	CUSTOMER REFUNDS	partial deposit refund for closed acct # 1472		123.72	57,639.23
Deposit	04/21/2026			Batch # 497 CC	98.33		57,737.56
Deposit	04/21/2026			Batch # 498 CC	161.67		57,899.23
Deposit	04/23/2026			Batch # 493 ACH	13,747.73		71,646.96
Deposit	04/23/2026			Batch # 503 CC	337.43		71,984.39
Deposit	04/23/2026			Batch # 507 CC	369.29		72,353.68
Deposit	04/23/2026			Batch # 509 CC	350.62		72,704.30
Deposit	04/24/2026			Batch # 504 CC	75.84		72,780.14
Deposit	04/25/2026			Batch # 505 CC	203.90		72,984.04
Deposit	04/26/2026			Batch # 506 CC	71.34		73,055.38
Deposit	04/26/2026			Batch # 508 CC	175.51		73,230.89
Deposit	04/27/2026			Batch # 510 CC	670.57		73,901.46
Deposit	04/27/2026			Batch # 511 CC	154.56		74,056.02
Deposit	04/27/2026			Batch # 513 CC	580.37		74,636.39
Deposit	04/28/2026			Batch # 512 CC	985.05		75,621.44
Deposit	04/28/2026			Batch # 515 CC	1,501.84		77,123.28
Bill Pmt -Check	04/29/2026	17504	Ace Payment Processing	weed killer, weedeater head, gloves, trufuel		94.34	77,028.94
Bill Pmt -Check	04/29/2026	17505	Christopher Hunter	April 2026		100.00	76,928.94
Bill Pmt -Check	04/29/2026	17506	David Cross	April 2026		100.00	76,828.94
Bill Pmt -Check	04/29/2026	17507	Jo Ann Vayo	April 2026		100.00	76,728.94
Bill Pmt -Check	04/29/2026	17508	Randall Smith	April 2026		100.00	76,628.94
Bill Pmt -Check	04/29/2026	17509	Valerie Coon	April 2026		100.00	76,528.94
Deposit	04/29/2026			Batch # 514 CC	428.75		76,957.69
Deposit	04/29/2026			Batch # 517 CC	273.19		77,230.88
Bill Pmt -Check	04/30/2026	17510	Amazing Amy's Cleaning	April 2026 office cleaning		275.00	76,955.88

Shasta Water Department
BANK TRANSACTIONS
 4/1/2026 - 4/30/2026

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Deposit	04/30/2026			Batch # 516 CC	353.86		77,309.74
Deposit	04/30/2026			Batch # 521 CC	417.86		77,727.60
Total 13110 · Tric General Fund 935					112,813.09	67,100.86	77,727.60
TOTAL					112,813.09	67,100.86	77,727.60

Shasta Community Services District Profit & Loss Budget vs. Actual July 2025 through April 2026

	<u>Jul '25 - Apr 26</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
41000 · Water Sales			
41100 · Water Sales - Res. & Comm.	886,357.63	1,107,500.00	-221,142.37
41150 · Hydrant Water Sales	0.00	500.00	-500.00
41200 · Water Sales/Pumping	8,121.52	9,500.00	-1,378.48
41800 · Late Fees	15,685.81	15,000.00	685.81
42230 · Service Connection Fee/Meters	0.00	0.00	0.00
Total 41000 · Water Sales	<u>910,164.96</u>	<u>1,132,500.00</u>	<u>-222,335.04</u>
42000 · Special Service Fees	1,162.49	1,500.00	-337.51
42160 · Property Tax Revenue - SCSD	13,551.36	40,000.00	-26,448.64
42220 · Scrap Metal	100.00	0.00	100.00
44000 · Interest Revenue			
44100 · TriC Interest	37,898.02	55,000.00	-17,101.98
44500 · Umpqua Interest	5.04	10.00	-4.96
Total 44000 · Interest Revenue	<u>37,903.06</u>	<u>55,010.00</u>	<u>-17,106.94</u>
47000 · Copies, Faxes, Document Request	0.00	10.00	-10.00
47300 · SFD Reimbursement	0.00	0.00	0.00
71000 · Gain/Loss Fixed Asset Disposal	0.00	0.00	0.00
Total Income	<u>962,881.87</u>	<u>1,229,020.00</u>	<u>-266,138.13</u>
Gross Profit	962,881.87	1,229,020.00	-266,138.13
Expense			
50500 · Bad Debt Expense	-759.67	5,000.00	-5,759.67
51000 · Water Service Expenses			
51010 · Bureau of Reclamation	31,354.01	25,000.00	6,354.01
51012 · Other Water Purchases/Deficit	0.00	0.00	0.00
51018 · Water Testing Expense	4,550.60	6,300.00	-1,749.40
Total 51000 · Water Service Expenses	<u>35,904.61</u>	<u>31,300.00</u>	<u>4,604.61</u>
51020 · Pumping Expense			
51021 · Middle Brunswick - PGE 573 #1	1,400.82	1,400.00	0.82
51022 · Benson - PGE 937 #6	882.84	1,300.00	-417.16
51023 · Bandana Tr. - PGE 337 #7	1,485.58	2,000.00	-514.42
51024 · Highland Cir - PGE 355 #3	99.81	150.00	-50.19
51025 · Highland Circle - PGE 013 #5	1,702.94	2,500.00	-797.06
51026 · Record Heights - PGE 206 #4	3,093.57	5,000.00	-1,906.43
51027 · Lower Brunswick - PGE 936 #2	5,297.31	6,000.00	-702.69
51028 · Keswick WTP - 956 #9	156.92	500.00	-343.08
Total 51020 · Pumping Expense	<u>14,119.79</u>	<u>18,850.00</u>	<u>-4,730.21</u>
51030 · Water Treatment Expense			
51031 · W.T. Chemicals	23,568.25	28,000.00	-4,431.75
51032 · W.T. Filter Plant PGE 254 #8	4,567.97	5,500.00	-932.03
51033 · W.T. Plant Repair/Maint.	1,397.67	8,500.00	-7,102.33

Shasta Community Services District Profit & Loss Budget vs. Actual July 2025 through April 2026

	Jul '25 - Apr 26	Budget	\$ Over Budget
51034 · Backwash Sludge Disposal	0.00	5,500.00	-5,500.00
51035 · W.T. Security/Telephone	630.59	750.00	-119.41
Total 51030 · Water Treatment Expense	30,164.48	48,250.00	-18,085.52
51039 · Transmission/Distribution			
51040 · Transmission/Distribution-Gen	61,837.50	50,000.00	11,837.50
51083 · Meters - New & Replacements	1,927.31	7,000.00	-5,072.69
51084 · Pump & Tank Level Telemetry	3,962.43	10,000.00	-6,037.57
Total 51039 · Transmission/Distribution	67,727.24	67,000.00	727.24
51090 · Vehicle Maintenance			
51094 · Backhoe/Trailer/Generator	7,021.66	10,000.00	-2,978.34
51098 · U11 Ford Ranger 2011	0.00	0.00	0.00
51099 · U12 Ford F350 2016	773.73	800.00	-26.27
51100 · U13 Ford F-150 2018	325.00	500.00	-175.00
51101 · U14 Ford F-150 2021	839.51	600.00	239.51
51102 · U15 Toyota Tacoma 2025	311.56	500.00	-188.44
Total 51090 · Vehicle Maintenance	9,271.46	12,400.00	-3,128.54
51093 · Gas & Oil Expense			
51091 · Gas & Oil - Generator	155.75	1,000.00	-844.25
51092 · Gas & Oil Ford 150 Truck #13	229.98	1,500.00	-1,270.02
51093.1 · Gas & Oil 2021 F-150 Truck #14	3,996.95	6,000.00	-2,003.05
51093.2 · Gas & Oil - Backhoe	432.71	750.00	-317.29
51093.4 · Gas & Oil 2025 Toyota Truck #15	3,562.61	6,000.00	-2,437.39
51093.8 · Gas & Oil 2011 Ford Truck #11	0.00	0.00	0.00
51093.9 · Gas & Oil 2016 Ford 350 #12	341.41	1,500.00	-1,158.59
Total 51093 · Gas & Oil Expense	8,719.41	16,750.00	-8,030.59
52000 · Training			
52001 · Training Course Fees	98.00	1,700.00	-1,602.00
52002 · Travel	0.00	500.00	-500.00
52003 · Lodging	0.00	1,500.00	-1,500.00
52004 · Meals	0.00	500.00	-500.00
Total 52000 · Training	98.00	4,200.00	-4,102.00
55010 · Payroll Expenses			
55011 · Manager Salary			
55011.0 · Manager/Salary	73,482.25	141,234.00	-67,751.75
55011.1 · Manager/Salary/Vacation	17,237.31	17,238.00	-0.69
Total 55011 · Manager Salary	90,719.56	158,472.00	-67,752.44
55012 · Maintenance/Hourly			
55012.2 · Maintenance/Hourly	41,684.05	74,776.00	-33,091.95
55012.3 · Maintenance Hourly/Vacation	2,408.65		
55012.4 · Maintenance/Hourly/Sick	7,632.94		
55012.5 · Maintenance/Hourly/Holiday	4,314.00		
55012.6 · Maintenance/OT	7,655.32	10,000.00	-2,344.68

Shasta Community Services District Profit & Loss Budget vs. Actual July 2025 through April 2026

	Jul '25 - Apr 26	Budget	\$ Over Budget
55012.7 · Maintenance 2 / Lead Operator	64,810.75	85,280.00	-20,469.25
Total 55012 · Maintenance/Hourly	128,505.71	170,056.00	-41,550.29
55013 · Office/Hourly			
55013.1 · Office/Hourly-FD Reimburse	0.00	0.00	0.00
55013.2 · Office Hour/ Vacation	2,013.20		
55013.3 · Office/Hourly/Sick	3,397.28		
55013.4 · Office Hourly	48,424.69	74,776.00	-26,351.31
55013.5 · Office/Hourly/Holiday	4,314.00		
55013.6 · Office Hourly Overtime	1,941.49	1,500.00	441.49
Total 55013 · Office/Hourly	60,090.66	76,276.00	-16,185.34
55014 · On Call Time	19,239.59	26,327.00	-7,087.41
55010 · Payroll Expenses - Other	11,363.93	1,850.00	9,513.93
Total 55010 · Payroll Expenses	309,919.45	432,981.00	-123,061.55
55029 · Employee Benefits			
55030 · Employee Health/Life Insurance	74,325.99	100,000.00	-25,674.01
55035 · Retiree Health Insurance	2,250.00	2,250.00	0.00
55040 · Workers Compensation Insurance	11,269.98	11,300.00	-30.02
55055 · CALPERS	45,400.34	65,000.00	-19,599.66
Total 55029 · Employee Benefits	133,246.31	178,550.00	-45,303.69
55060 · Payroll Tax Expense			
55062 · Employer Medicare Expense	4,474.06	6,000.00	-1,525.94
55063 · Employer Social Security Exp	19,130.44	25,500.00	-6,369.56
55070 · State Unemployment Insurance	1,302.00	1,736.00	-434.00
Total 55060 · Payroll Tax Expense	24,906.50	33,236.00	-8,329.50
55130 · Office Expense			
55110 · Answering Service Expense	1,855.75	2,136.00	-280.25
55121 · Office/Cellular Telephone	1,165.14	1,400.00	-234.86
55125 · Office/Security Expense	1,602.00	2,136.00	-534.00
55131 · Office/PGE 761	6,752.40	9,500.00	-2,747.60
55132 · Office/Telephone	1,779.24	1,500.00	279.24
55133 · Office/Supplies	4,064.03	6,500.00	-2,435.97
55134 · Office/Postage	6,427.71	9,000.00	-2,572.29
55135 · Office/Equipment Expense	2,863.56	2,500.00	363.56
55137 · Office/Employee Background Chec	0.00	0.00	0.00
55138 · Office/Propane	778.53	1,000.00	-221.47
55139 · Office/Building Maintenance	3,924.01	5,000.00	-1,075.99
55141 · Office/Safety	0.00	500.00	-500.00
55142 · Emplpyoee Pre-emp. Physical	42.00	0.00	42.00
Total 55130 · Office Expense	31,254.37	41,172.00	-9,917.63
55140 · Advertising Expense	299.00	1,000.00	-701.00
55145 · Banking Fees	1,049.36	1,500.00	-450.64
55150 · Insurance - Liability & E&O	58,921.97	59,000.00	-78.03

9

Shasta Community Services District Profit & Loss Budget vs. Actual July 2025 through April 2026

	<u>Jul '25 - Apr 26</u>	<u>Budget</u>	<u>\$ Over Budget</u>
55160 · Professional Services			
55162 · Legal Services	4,393.66	4,000.00	393.66
55163 · Engineering Services	10,417.25	20,000.00	-9,582.75
55164 · Auditing Services	11,889.14	12,000.00	-110.86
55165 · Professional Services Misc.	123.75	7,000.00	-6,876.25
Total 55160 · Professional Services	<u>26,823.80</u>	<u>43,000.00</u>	<u>-16,176.20</u>
55170 · Directors Compensation	8,900.00	9,500.00	-600.00
55180 · Dues/Permit Fees	60,856.61	44,900.00	15,956.61
55182 · maintenance contracts/support	0.00	1,200.00	-1,200.00
60000 · Interest	9,701.82	11,000.00	-1,298.18
Total Expense	<u>831,124.51</u>	<u>1,060,789.00</u>	<u>-229,664.49</u>
Net Ordinary Income	<u>131,757.36</u>	<u>168,231.00</u>	<u>-36,473.64</u>
Other Income/Expense			
Other Income			
72000 · SRF Grant Reimbursement	-3,636.00	0.00	-3,636.00
72100 · USDA Grant	0.00	0.00	0.00
72300 · Miscellaneous Grants	0.00	0.00	0.00
Total Other Income	<u>-3,636.00</u>	<u>0.00</u>	<u>-3,636.00</u>
Net Other Income	<u>-3,636.00</u>	<u>0.00</u>	<u>-3,636.00</u>
Net Income	<u><u>128,121.36</u></u>	<u><u>168,231.00</u></u>	<u><u>-40,109.64</u></u>

**SHASTA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' MEETING
6:00 pm Tuesday, April 21st, 2026
11570 School Street, Redding, CA 96001
DRAFT MINUTES**

Board Members Present: President Valerie Coon, Vice President Dave Cross, Director Jo Ann Vayo, Director Randy Smith, and Director Chris Hunter.

Staff Members Present: General Manager Josh Hunt, Secretary to the Board Shawna Staup.

1. Call to Order: President Valerie Coon called the meeting to order at **6:00 PM**.

2. Pledge of Allegiance: Was led by President Valerie Coon.

3. Approve Agenda: Director Jo Ann Vayo motioned to approve the April 21, 2026, agenda. Vice President Dave Cross seconded the motion. The motion passed unanimously.

4. Public Comment Period

This time is set aside for members of the public to address the District on matters not on the agenda, as well as matters on the Consent Calendar. If your comments concern an item noted on the regular agenda, please address the Board after that item is open to public comments. By law, the Board of Directors cannot make decisions on matters not included on the agenda. The Board will customarily refer these matters to the General Managers' Office. Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time. Comments should be limited to matters within the jurisdiction of the District.

None.

5. Consent Calendar

The Board considers matters listed under the Consent Calendar routine and will enact them by one motion in the form listed below. There will be no separate discussion of the items unless good cause is shown before the Board votes on the motion to adopt.

Financial Reports for March 1st through March 31st, 2026

5-1 SCSD Financial Report

5-2 SCSD Monthly Bank Transactions

Director Chris Hunter inquired whether the district has ever explored the possibility of implementing solar energy for the office.

Initials _____ **Initials** _____

Director Randy Smith expressed his belief that it would not be cost-effective, as the district would be subject to new NEM rates and lacks the financial incentives that were previously available. Director Chris Hunter expressed his belief that the government could potentially provide programs to subsidize solar energy and suggested that it would be beneficial for the district to monitor for future opportunities.

Director Chris Hunter inquired whether the district has considered purchasing its own propane tank, which costs approximately \$500, as opposed to incurring a yearly rental fee of \$110. He noted that owning a tank would result in a significantly lower cost per gallon. General Manager Josh Hunt clarified that being under a contract with a company ensures that they are responsible for repairs, such as replacing a malfunctioning regulator. Director Chris Hunter indicated that it is something to consider as a potential alternative, noting that he obtained a quote for a much lower price per gallon for owning his own tank. Vice President Dave Cross mentioned that the district typically conducts a rate study every five years, and we are nearing the conclusion of our last study. He emphasized the importance of exploring all possible avenues to reduce costs to maintain lower rates, given that our current rates are relatively high.

5-3 SCSD Budget vs Actual

5-4 March 17th, 2026, meeting minutes

RECOMMENDATION: Approval and adoption of all items on the Consent Calendar. Director Jo Ann Vayo motioned to approve and adopt the consent calendar. Director Randy Smith seconded the motion. The motion passed unanimously.

6. Correspondence:

6-1 Notice of the California Rural Water Association Annual Meeting and Election of Directors for Two Terms Expiring in 2026.

7. General Business:

7-1 General Manager report

Water Consumption: This March, the usage was 59 acre-feet, compared to 20 acre-feet in March of the previous year. A leak was identified at the Victoria Pressure Reducing Valve on March 20th, with an estimated outflow of approximately 500 gallons per minute. To date, we have utilized 17 acre-feet this month.

President Valerie Coon indicated that, to her knowledge, the leak occurred in a rural area of the district and was identified by a ratepayer. She inquired about the number of pressure-reducing valves (PRVs) in the district and the frequency of their inspections.

General Manager Josh clarified that there are thirteen PRVs, and noted that the specific PRV in question was one of the few that had not been upgraded during the major PRV upgrade several years ago, and is located in a remote area.

Initials _____ Initials _____

President Valerie Coon then asked if these valves would be subject to a rotating inspection schedule moving forward. General Manager Josh Hunt responded that they are now included in the monthly inspection rounds. Vice President Dave Cross proposed that the district consider issuing a public notice to inform residents to report any unusual water sightings.

- GLI Underground hit a 6" AC main in Keswick, which was fixed within an hour.
- The leak under Rock Creek Road has been repaired using GLI traffic control, which resulted in cost savings for the district. However, RAS Construction completed the road patching because we needed to address the location of the Keswick main line break.
- Fixed the large leak on Victoria PRV, and we will have a much clearer picture of water consumption at the end of April
- Benson leak fixed, caused by heavy trucks and equipment parking on the muddy bank over and over.

Water Samples:

March TTHM & HAA5 & Total Coliform & E. Coli-ABSENT for all 3

1. 10274 New Found Way
2. 11557 Weiland
3. 11370 Tanstaaf
4. 16084 Laurie Ann

April Total Coliforms & E. Coli-ABSENT for both

1. 11343 Brunswick Drive
2. 15790 Highland Circle
3. 9770 Skywalker Drive

- Backflow testing has been completed. Cross-connection specialist Byron Gibbons conducted an on-site assessment, and he anticipates that our cross-connection plan will be ready for finalization by July 1st.
- EAR Submitted (Electronic Annual Report).
- The selected Treatment Operator will begin on March 27. He possesses T2 and D2 certifications and has already initiated his T3 application, pending his field experience. He aims to obtain backflow certification and appears to be intelligent, motivated, and capable. Additionally, he has successfully passed his background check.

Initials _____ Initials _____

Shawna Staup, Secretary to the Board, noted that the district received quotes for the Rock Creek Road repair ranging from \$12,000 to \$13,000. Ultimately, the district only incurred a cost of \$1,250 for the road patching, resulting in significant savings achieved by the district's water operators performing the work independently.

- There have been some issues with the auto dialer at the treatment plant; however, these have been resolved. We updated the licenses for Topview and TeamViewer, and we acquired a new workstation.
- Live with CUSI.

Secretary to the Board, Shawna Staup, informed the board that we are currently live with CUSI, the new software; however, we have not yet completed a billing cycle out of CUSI and have not notified gWorks. Vice President Dave Cross remarked that we should refrain from sending them any communication, as they have contributed to the delays in this process. President Valerie Coon noted that we have signed a contract. Secretary Staup clarified that the contract stipulates a 30-day notice requirement, which we fulfilled on October 3rd, and we possess written confirmation of this. She suggested that we should reach out to them to negotiate the final payment amount and proposed that having the program accessible in a view-only format would allow us to review customers' billing histories. President Valerie Coon expressed concern about potentially receiving a substantial bill with late charges and recommended that we document our position to them, indicating that we consider our account closed as of a certain date once we are comfortable with the new software and no longer require their services, ensuring we have a record of this decision. Vice President Cross highlighted that we initiated this process in October, but they were unable to provide the necessary information by January, which he believed was their responsibility. Secretary Staup mentioned that she has retained all email correspondence with gWorks regarding the prorating of the bill, to which they had promised a response but have yet to deliver. Director Jo Ann Vayo suggested that a formal letter should be sent to prevent them from billing us after a specified date. Vice President Cross proposed that this letter should be drafted by our attorney. Following further discussion, the board reached a consensus to seek legal counsel regarding the district's dealings with gWorks.

- Tour of plant with Tom Warnock and engineering students 4/17/2026.

8. New Business: None.

9. Old Business: None.

10. Oral Communications:

These Comment sessions are for information and reporting purposes only. Board action cannot be taken. If it becomes apparent that action is necessary or desired, the matter(s) will be scheduled on a subsequent board agenda.

Initials _____ Initials _____

10-1 Board Members: Director Chris Hunter will not be available to attend next month's board meeting.

10-2 Staff Members:

11. Adjourn: 6:34 PM

In compliance with the Americans with Disabilities Act, the Shasta Community Services District will make available to any member of the public who has a disability, a needed modification or accommodation, including an auxiliary aid or service, for that person to participate in the public meeting. A person needing assistance should contact the district office by mail at PO Box 2520, Shasta, CA 96087, 48 hours before the meeting. Accommodations may include, but are not limited to, interpreters, assistive listening devices, accessible seating, or documentation in an alternate format. If requested, this document and other agenda materials can be made available in an alternative format for persons with a disability who are covered by the Americans with Disabilities Act

Board President

Secretary to the Board

Corkey Harmon
County Member

Susie Baugh
City Member

Chris Kelstrom
County Member

Pam Morgan
City Member

Allen Long
County Member Alternate

Tenessa Audette
City Member Alternate



Fred Ryness
Special District Member

Brenda Haynes
Public Member

Ronnean Lund
Special District Member

Vacant
Public Member Alternate

Rosemary Smith
Special District Alternate

Date: April 28, 2026

To: City Managers
Independent Special District Managers
Shasta County Administrative Officer

From: Krystle Brogna, Executive Officer

Subject: **Notice of Shasta LAFCo FY 2026-27 Proposed Budget**

Under California Government Code Section 56381, LAFCOs are responsible for annually adopting a proposed budget by May 1st and a final budget by June 15th, and to circulate the proposed and final budgets to member agencies. State law specifies the proposed and final budgets shall, at a minimum, be equal to the budget adopted for the previous fiscal year unless LAFCO finds the reduced costs will nevertheless allow the agency to fulfill its prescribed regulatory and planning duties. LAFCO is principally funded in equal thirds by the county, cities, and independent special districts, with the County Auditor-Controller allocating the proportionate costs. Government Code Section 56381 describes the LAFCO budget adoption process in more detail.

At a public hearing on Thursday, April 2, 2026, Shasta LAFCO adopted the proposed budget for fiscal year 2026-2027 by Resolution 2026-02. The proposed budget is enclosed and the staff report as presented at the proposed budget hearing can be viewed at: <https://www.shastalafco.org/april-2-2026-regular-commission-meeting/>. The Commission is not proposing an increase in member contributions. The proposed \$215,700 budget will be apportioned to the three cities, 33 independent special districts, and the County.

The Commission will consider adopting its final budget at a public hearing on Thursday, June 4, 2026, at 9:00 am at the Shasta County Board of Supervisors Chambers located at 1450 Court Street, Redding, CA. Any changes to the public hearing will be posted at <https://www.shastalafco.org/agendas-minutes-2026/>.

LAFCO requests comments on the proposed budget by May 29, 2026. Comments may be mailed to P.O. Box 8693, South Lake Tahoe, CA 96158, or emailed to krystle@shastalafco.org (preferred). Please contact LAFCO staff at (530) 242-1112 if you have any questions.

cc: Jim Underwood, General Council, Shasta LAFCO
Shasta County Auditor-Controller's Office

Attachments:
Attachment A - Adopted FY 2026-27 Proposed Budget

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Proposed FY 2026-2027 Shasta LAFCO Budget

BUDGET CATEGORIES	FY 2023/24 Adopted	FY 2023/24 Amended	FY 2023/24 Actuals	FY 2024/25 Adopted	FY 2024/25 Amended	FY 2024/25 Actuals	FY 2025/26 Adopted	FY 2025/26 8mo Actuals	Proposed FY 2026/27	% difference
REVENUES										
CD Interest	\$0	\$0	\$0	\$0	\$0	\$381	\$0	\$0	\$0	
Savings Interest			\$7	\$0	\$0	\$3	\$0	\$0	\$0	
Funding Agencies' Apportionments										
<i>Cities</i>	\$69,500	\$69,500	\$69,500	\$70,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	0.0%
<i>Shasta County</i>	\$69,500	\$69,500	\$69,500	\$70,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	0.0%
<i>Special Districts</i>	\$69,500	\$69,500	\$69,500	\$70,500	\$70,500	\$70,500	\$71,900	\$71,900	\$71,900	0.0%
Total Apportionments	\$208,500	\$208,500	\$208,500	\$211,500	\$211,500	\$211,500	\$215,700	\$215,700	\$215,700	0.0%
TOTAL REVENUES	\$208,500	\$208,500	\$208,500	\$211,500	\$211,500	\$211,884	\$215,700	\$215,700	\$215,700	0.0%
<i>Increase from prior FY</i>	2%	~	~	1.44%	~	~	1.99%			0.0%
EXPENSES										
Payroll, Benefits & Retirement Payout										
Employer Expenses										
<i>Clerk/Administrator</i>	\$35,000	\$1,000	\$1,550	\$0	\$0	\$0	\$0	\$0	\$0	
<i>CalPERS Annual Payout¹</i>	\$50,498	\$50,498	\$50,498	\$50,500	\$50,500	\$50,498	\$50,500	\$50,498	\$34,700	-31.3%
<i>Employer Taxes</i>	\$6,300	\$300	\$84	\$0	\$0	-\$84	\$0	\$0	\$0	
Total Employer Expense	\$91,798	\$51,798	\$52,132	\$50,500	\$50,500	\$50,414	\$50,500	\$50,498	\$34,700	-31.3%
Total Payroll, Benefits & Retirement	\$91,798	\$51,798	\$52,132	\$50,500	\$50,500	\$50,414	\$50,500	\$50,498	\$34,700	-31.3%
Professional Services										
Executive Officer & Staffing Services										
<i>Executive Officer and Clerk</i>	\$57,500	\$84,000	\$87,742	\$84,000	\$84,700	\$84,675	\$86,000	\$68,036	\$90,000	4.7%
<i>MSR/SOI Preparation</i>	\$20,260	\$19,000	\$21,815	\$25,000	\$25,725	\$25,703	\$28,000	\$26,941	\$35,000	25.0%
<i>GIS Services</i>	\$4,500	\$4,500	\$2,475	\$5,000	\$5,000	\$4,990	\$5,000	\$3,625	\$5,000	0.0%
Total EO and Staffing Services	\$82,260	\$107,500	\$112,032	\$114,000	\$115,425	\$115,368	\$119,000	\$98,603	\$130,000	9.2%
Legal Counsel Services	\$12,500	\$12,500	\$11,161	\$12,500	\$12,500	\$3,686	\$12,500	\$3,644	\$14,000	12.0%
Website Hosting and Maintenance	\$120	\$2,000	\$2,000	\$2,000	\$2,000	\$777	\$2,000	\$755	\$2,000	0.0%
Information/Technology (IT) Services	\$750	\$3,000	\$1,124	\$2,000	\$1,275	\$436	\$2,000	\$73	\$0	-100.0%
Fiscal Audit Services (Biannual)	\$0	\$8,500	\$525	\$8,500	\$8,500	\$0	\$8,500	\$1,440	\$8,500	0.0%
Total Professional Services	\$95,630	\$133,500	\$124,843	\$139,000	\$139,700	\$120,266	\$144,000	\$104,514	\$154,500	7.3%
Office & Supplies										
Rent	\$7,200	\$7,200	\$7,800	\$7,200	\$7,200	\$7,200	\$600	\$0	\$0	-100.0%
PO Box Rental				\$140	\$140	\$80	\$150	\$83	\$170	13.3%
Communications (Phone/Internet)	\$1,620	\$2,500	\$1,537	\$1,620	\$1,620	\$1,424	\$150	\$0	\$0	-100.0%
Tools/ Equipment/ Software	\$1,012	\$1,500	\$1,209	\$1,230	\$1,230	\$0	\$1,300	\$970	\$1,250	-3.8%
Storage Space	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800	\$495	\$1,800	0.0%
Office Supplies Expense	\$1,300	\$1,000	\$102	\$600	\$600	\$277	\$100	\$0	\$80	-20.0%
Postage, Shipping & Printing	\$600	\$600	\$610	\$610	\$610	\$46	\$700	\$0	\$300	-57.1%
Total Office Services & Supplies	\$11,732	\$12,800	\$10,648	\$11,400	\$11,400	\$9,027	\$4,800	\$1,548	\$3,600	-25.0%
Memberships and Fees										
Bank & Transfer Fees	\$300	\$300	\$277	\$300	\$400	\$368	\$500	\$268	\$250	-50.0%
Conferences/ Sponsorships	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$4,523	\$7,000	40.0%
CALAFCO Membership	\$4,000	\$4,000	\$7,993	\$4,000	\$4,050	\$4,043	\$4,200	\$4,176	\$4,200	0.0%
CSDA Membership	\$0	\$1,250	\$1,250	\$1,300	\$1,375	\$1,351	\$1,500	\$1,398	\$1,500	0.0%
SDRMA Liability Insurance	\$3,900	\$3,712	\$9,316	\$3,800	\$3,475	\$7,094	\$4,000	-\$130	\$4,000	0.0%
Legal Notices	\$1,140	\$1,140	\$139	\$1,200	\$600	\$282	\$1,200	\$93	\$950	-20.8%
Total Memberships & Fees	\$9,340	\$10,402	\$17,725	\$10,600	\$9,900	\$13,137	\$16,400	\$10,328	\$17,900	9.1%
TOTAL EXPENSES	\$208,500	\$208,500	\$205,348	\$211,500	\$211,500	\$192,845	\$215,700	\$166,888	\$210,700	-2.3%
Contingency Fund										
Contingency Deposit	\$0	\$0	\$3,152	\$0	\$0	\$19,040	\$0	\$0	\$5,000	
Contingency Withdrawal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Gain/(Loss)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$48,812	\$0	
Cash at End of Period (June 30th)			\$72,794			\$99,925	\$99,925		\$104,925	

1 - Annual payment for prior executive officer retirement plan. As of FY2025-26 there are two more annual payments.

APPLICATION COSTS	FY2022-23 Actuals	FY2023-24 Actuals	FY2024-25 Actuals	FY2025-26 8-mo Actuals
REVENUES				
Application Fees	\$54,986.97	\$3,280.00	\$3,226.00	\$1,800.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$54,986.97	\$3,280.00	\$3,226.00	\$1,800.00
EXPENSES				
Staff Time	\$26,220.00	\$22,197.50	\$2,900.00	\$4,171.25
Legal Services	\$3,077.00	\$0.00	\$0.00	\$0.00
CDFW Fees	\$81.00	\$0.00	\$0.00	\$0.00
BOE Filing Fees	\$0.00	\$0.00	\$4,885.00	\$300.00
Public Hearing Notice	\$341.00	\$0.00	\$0.00	\$0.00
Other	\$92.00	\$0.00	\$35.00	\$68.00
TOTAL EXPENSES	\$29,811.00	\$22,197.50	\$7,820.00	\$4,539.25
Total Gain/ (Loss)	\$25,175.97	(\$18,917.50)	(\$4,594.00)	(\$2,739.25)

GENERAL MANAGER'S REPORT

Water Consumption: 47 Ac-Ft compared to 27 Ac-Ft Last Year

Billed approximately 42.5 Ac-Ft to customers

4 Million Gallon reduction in metered water through the plant after the leak was fixed

Water Samples: 15141 Rock Creek/ 15400 Hammermill/ 15925 Cindee- Absent Coliform and E.Coli

- To help save money on the Rock Creek road repair I asked the contractor working close by if they could repave our patch when they do their paving, and they did, so we got it paved for free.
- PGE hit two lines on 2nd street/Red Bluff. Shut down street, repaired leak, disinfected, and flushed
- Repaired leaking meter on Granite drive
- Toured Shasta Lake City WTP to check out their self generating sodium hypochlorite system; looking into grant opportunities for that (gets us away from CL2 gas)
- New WTP computer workstation and license for topview (SCADA)
- New employee, Ryan Simmons, learning to use the GPR USA cart, critical flushing points, leak repair techniques, samples, plant operation, and safety protocols.
- Bryan Erving from Pace analytical nearly completed with our first draft of the Consumer Confidence Report



SHASTA COUNTY

Clint Curtis, County Clerk / Registrar of Voters

County Clerk & Elections Department / elections.shastacounty.gov
1450 Court St., Suite 108, Redding, CA 96001 / PO Box 990880, Redding, CA 96099-0880
Phone: 530-225-5730 / FAX: 530-225-5454 / CA Relay Service: 711 or 800-735-2922

April 23, 2026

Shasta Community Services District
10711 French Alley
Shasta, CA 96087

Dear Shasta Community Services District,

Our records indicate your district has board member seats up for the General Election on November 3, 2026. These are the documents that we are asking you to review for accuracy and return to the Election's Office on or before **July 1, 2026**.

- **Incumbent List (two enclosed)**
 - Review and note any changes necessary.
 - Return one copy with changes to our office.

- **Fact Sheet (blue sheet enclosed)**
 - Indicate if there are changes necessary from incumbent List.
 - Indicate the number and term length of open seats.
 - Candidate Statement responsibility.
 - Qualifications for office.
 - District boundary changes – using the mapping shape format.

- **Resolution (provided by the district)**
 - The date and purpose of the election, the authority for ordering the election, authorization and agreement to reimburse the cost of the notice of election publication, who is to pay for the candidates' statement, and how to resolve tie votes pursuant to Education Code 5016 – by lot or by run off.
 - Provide the final resolution to the Election's Office no later than **July 1, 2026**.

Please mail the originals in the enclosed envelope as soon as possible.

The *Candidate Nomination* period runs **July 13, 2026 through August 7, 2026**. If an incumbent does not file, the nomination period is extended to August 12, 2026, for non-incumbents only. Anyone wishing to apply for candidacy should contact our office and make an appointment.

Enclosed is a draft calendar regarding the above dates as well as other dates that might pertain to the governing board's role in the upcoming election. If you have any questions, please feel free to contact Laura Hobbs at (530) 225-5839 or email at lhobbs@shastacounty.gov.

Regards,

Clint Curtis
Shasta County Clerk/Registrar of Voters

Fact Sheet for
Shasta Community Services District
General Election November 3, 2026

Return Fact Sheet and Incumbent List by (E-125) July 1, 2026. EC 10509

Incumbent Information: Review the attached Incumbent List, check where applicable:

- The information is correct.
- The information is incorrect; changes are noted on enclosed copy.

Indicate open seats:

Number of Full-Term seats up for election: _____

Number of Short-Term seats up for election: _____

Paid Candidate Statement: Indicate whether the district or the candidate pays for the candidate statement.

- Candidate
- District

Qualifications for Office: As of 2024, districts qualifications require candidates to be a registered voter and district resident.

- The qualifications listed above are correct and have not changed.
- The qualifications for office have changed. Explain: _____

District Boundaries EC 12262

- No changes to district boundaries.
- District boundaries changes have been made to since 2024;
 - o Provide a map and a description of the district boundary changes.
 - o Provide a list of completed annexation numbers since the last regular district election.

Resolution Calling for an Election EC 10002 The resolution must include:

- o Request for consolidation of election
- o Accept actual election costs.
- o Candidate statement costs responsibility.

Sign, date, seal and return the Fact Sheet and Incumbent List report noting any changes.

Date

Administrator or Administrative Secretary

Printed Name

(DISTRICT SEAL)

Mailing Address

Area Code/Phone Number

E-Mail Address



Incumbent List by District

District Range: 470 to 470

2

470 Shasta Community Services District

3093 Shasta Community Services District

3093 - 1 Jo Ann Vayo (530)244-9010
 Director
 Res Addr: 15217 Rock Creek Rd Mail Addr: PO Box 73
 Shasta, CA 96087 Shasta, CA 96087
 Incumbent - Elect: No
 Residence County: Yes
 Appointed/Elected: Appointed In Lieu
 Party: Republican
 Incumbent Vacated: No

Remarks: 18-22-26

3093 - 2 David A Cross (530)941-1409
 Director
 Res Addr: 15588 Old Stage Coach Rd Mail Addr: PO Box 511
 Redding, CA 96001 Shasta CA 96087
 Incumbent - Elect: No
 Residence County: Yes
 Appointed/Elected: Appointed In Lieu
 Party: Democratic
 Incumbent Vacated: No
 dacro55@att.net

Remarks: 14-18-22-26

3093 - 3 Randall Wood Smith
 Director
 Res Addr: 11470 Benson Dr Mail Addr: PO Box 477
 Shasta, CA 96087 Shasta, CA 96087
 Incumbent - Elect: No
 Residence County: Yes
 Appointed/Elected: Appointed to Vacancy
 Party: Republican
 Incumbent Vacated: No

Remarks: 14-18-22-26 Heinan appointed 12. Nelson resigned. 11. Mazzone ALL, 05; resigned, Nelson DOC 09. K. Preisser ALL 14, ALL 18. No DOC filed. VAC. R. Smith ALL 1/26/23

3095 Shasta Community Services District

3095 - 4 Valerie Gay Coon (530)515-6995
 Director
 Res Addr: 15211 Walker Ter Mail Addr: P O Box 293
 Shasta, CA 96087 Shasta CA 96087
 Incumbent - Elect: No
 Residence County: Yes
 Appointed/Elected: Appointed In Lieu
 Party: Republican
 Incumbent Vacated: Yes
 coon.valerie@gmail.com

Remarks: 16-20-24 Knickbocker, Wright ALL 16 & resigned 12/17. S. Staup appt'd by BOS to 20, ALL 2020 & Resigned 4/9/23. VAC. V Coon Dist Appt 08/15/23 & ALL 11/2024.

3095 - 5 Christopher Kyle Hunter
 Director
 Res Addr: 16265 Laurie Ann Ln Mail Addr: 1522 Market St
 Redding, CA 96001 Redding CA 96001
 (530)209-1053
 Incumbent - Elect: No
 Residence County: Yes
 Appointed/Elected: Appointed In Lieu
 Party: Republican
 Incumbent Vacated: No

Remarks: 16-20-24-26 short term to 2016. Adams appt'd 10; resigned. Peterson appt'd 2015. Therese May ALL 16. Jane Heinan ATV 09/19 & ALL 11/2020. C. Hunter ALL 11/2024.

Total Incumbents: 5

BEFORE THE BOARD OF DIRECTORS OF THE
Shasta Community Services District
SHASTA COUNTY, STATE OF CALIFORNIA

Resolution Ordering Board of Directors)
Election; Consolidation of Elections: and) **RESOLUTION NO. 2026-1**
Specifications of the Election Order)

WHEREAS, California Elections Code requires a general district election be held in each district to choose a successor for each elective officer whose term will expire in December (December 4, 2026) following the election to be held on Tuesday, November 3, 2026; and

WHEREAS, other elections may be held in whole or in part of the territory of the district, and it is to the advantage of the district to consolidate pursuant to Elections Code Section 10400; and

WHEREAS, Elections Code Section 10520 requires each district involved in a general election to reimburse the county for the actual costs incurred by the county elections official in conducting the election for that district; and

WHEREAS, Elections Code Section 13307 (e) requires that before the nominating period opens, the district board must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; and

WHEREAS, Elections Code Section 12112 requires the election official of the principal county to publish a notice of the election once in a newspaper of general circulation in the District;

NOW, THEREFORE, IT IS ORDERED that an election be held within the territory included in this district on the **3rd day of November 2026**, for the purpose of electing members to the board of directors of said district in accordance with the following specifications:

Specifications of the Election Order

- 1. The Election shall be held on Tuesday, the 3rd day of November 2026. The purpose of the election is to choose members of the board for the following seats:

Current Members of Vacant Seat:	Term Length:
Randall Wood Smith	4 years
David A Cross	4 years
Jo Ann Vayo	4 Years

- 2. The District has determined that the estimated cost for the optional Candidate Statement will be paid for by the:

Circle One: District Candidate

The Candidate’s Statement will be limited to 200 words. The estimated cost shall be paid at the time of filing the Declaration of Candidacy.

- 3. The district directs that the County Registrar of Voters of the principal county publish the Notice of Election in a newspaper of general circulation that is regularly circulated in the territory.
- 4. This Board hereby requests and consents to the consolidation of this election with other elections which may be held in whole or in part of the territory of the district, pursuant to Elections Code 10400.
- 5. The district will reimburse the county for the actual cost incurred by the county elections official in conducting the general district election upon receipt of a bill stating the amount due as determined by the elections official.
- 6. The Clerk of this Board is ordered to deliver copies of this Resolution to the Registrar of Voters.
- 7. THE FOREGOING RESOLUTION WAS ADOPTED upon motion of

Director _____.

Seconded by Director _____, at a regular meeting on

this day of Tuesday, May 19th, 2026, by the following vote:

AYES: _____	NOES: <u> 0 </u>
ABSENT: _____	ABSTAIN: <u> 0 </u>

Date

Board President or District Secretary
Shasta Community Services District

Draft Calendar of Important Deadlines

November 3, 2026 General Election

DATE	EVENT
July 1, 2026 <i>E-125</i> EC§ 10522, 10509	<ul style="list-style-type: none"> Last day for <u>special district</u> secretaries to notify county election office of district boundary changes. Last day for <u>special districts</u> to deliver the "Specifications for Election" notice to the county elections office.
July 3, 2026	<ul style="list-style-type: none"> Independence Day – County Elections Office will be closed.
July 6, 2026 <i>E-120</i> EdC§ 5322, 5324, 5325	<ul style="list-style-type: none"> Last day for governing <u>school boards</u> to deliver the "Specifications of the Election Order" by resolution to the County Superintendent of Schools. (The deadline of E-123 falls on a holiday. performance of these duties moves to the next business day E-120). Last day for Superintendent of Schools to deliver copies of the order of election and the formal notice of election to the County Clerk.
July 13, 2026 <i>E-113</i> EC§ 10220	<ul style="list-style-type: none"> Declaration of Candidacy begins (Ends 8/7/26). Statement of Qualifications filing period begins.
Mid-July 2026, TBD EC§ 9084	<ul style="list-style-type: none"> Deadline for Candidate Statements for State Voter Information Guide for U.S. Senate and statewide offices.
July 31, 2026	<ul style="list-style-type: none"> Semi-Annual Campaign Disclosure Statements FPPC Form 460/470 due (Period covered** through 06/30/26).
August 5, 2026 <i>E-90</i>	<ul style="list-style-type: none"> Beginning of the FPPC = 24-Hour Election Cycle Reports. <ul style="list-style-type: none"> -Form 496 - Independent Expenditure Report -Form 497 - Contribution Report
August 7, 2026 <i>E-88</i> EC§ 10220, 13307	<ul style="list-style-type: none"> Last day to file Candidate Nomination Forms including: <ul style="list-style-type: none"> -Declaration of Candidacy ends (no extension if an incumbent files). -Nomination Signatures due 5:00 p.m. -Statement of Qualifications (optional) due 5:00 p.m.
August 8, 2026 <i>E-87</i> EC§ 13307(a)(3), 13311 and 13112	<ul style="list-style-type: none"> Last day to withdrawal Statement of Qualifications by 5:00 p.m. First day Statement of Qualifications are available for review. First Day of 10-calendar-day public examination period.
August 8, 2026 <i>E-87 to E-78</i> EC§ 13313	10 – day period in which candidates' Statement of Qualifications will be available for public examination begins.
August 12, 2026 <i>E-83, EC§ 10220,</i> 8022, and 8024	<ul style="list-style-type: none"> <u>Extended</u> Declaration of Candidacy ends (only extended if incumbent fails to file).
August 13, 2026 <i>E-82</i> EC§ 13112	Random Alpha Drawing conducted by California Secretary of State's Office determining order of local candidates to appear on ballot.
August 17, 2026 <i>E-78</i>	<ul style="list-style-type: none"> 1st Pre-election Campaign Disclosure Statements FPPC Form 460/470 due (Period covered** through 08/12/26).
September 4, 2026 <i>E-60</i>	<ul style="list-style-type: none"> Military/Overseas voter information is mailed out.