

Approved MINUTES GOVERNING BOARD

NOVEMBER 18TH 2025

The Board convened in regular session at 4:08 p.m. in the Leavitt Lake C.S.D., 471-830 Buffum Lane, Susanville CA. with Chair, Steve Anderson; board member Nicole Bush, Constance Herman and Wesley wood present. Also present were: Carrie Base, MGR/Operator; Taylor Moore, Recording Secretary and Jaime Victoria, Operator present. Dallas Langley joined Via Phone.

2. FLAG SALUTE

The flag salute was recited.

3. AGENDA APPROVAL

It was moved by Connie Herman and seconded by Nicole Bush and carried to approve the October 21st 2025 Agenda. Motion carried unanimously.

4. APPROVAL OF MINUTES FOR THE MEETING OF: 11/18/2025

It was moved by Dallas Langley and seconded by Connie Herman and carried to approve the minutes of. Motion carried unanimously.

4:11 p.m. The council adjourned Regular Meeting to go into Closed Session

5. **CLOSED SESSION** at 4:11 p.m.

Personnel Matters: The Board President, Steve Anderson provided information on the subject of the closed session.

****Closed Session Adjourned** 4:12 P.M. to Resumed Regular Meeting**

6. PUBLIC COMMENT

No Public in attendance.

7. STAFF REPORT

8. OLD BUSINESS

Surcharge- Historical Data and District Impact

Carrie Base updated the board with the impact the surcharge has had on the budget since the surcharge began. After Reviewing the current revenue and expenditure on a monthly basis, the board unanimously chose to continue collecting the surcharge and agreed to continue to monitor the data on a monthly schedule. It was move by Connie Herman and seconded by Nicole Bush to Continue to collection the surcharge Motioned carried unanimously.

9. NEW BUSINESS

A. Elections***

The board voted to Keep Chairman Steve Anderson as the Chairman for the district. The motion was moved by Connie Herman and seconded by Wesley Wood.

The Board voted to Keep Vice Chairman Dallas Langley as the Vice Chairman as well. The motion was moved by Connie Herman and seconded by Nicole Bush.

B. Policy- Workplace Violence and Bullying

Chairman Steve Anderson made a motion to approve the workplace violence and

bullying policy.

It was moved by Dallas Langley and Seconded by Wesley Wood.

A. District Financial Report

Carrie Base gave the Districts Financial Report for October 2025. Carrie explained the reports included consist of the Districts Cash Management Report, Accounts Payables and the Profit and Loss Budget VS Actual report of the fiscal year to date. The District closed the month out with a balance of \$28,483.18 remaining in the checking account and \$ 3 7 , 9 3 3 . 4 5 in the Regular savings.

\$10925.04 In Money Market Account and \$ 21,003.99 in a CD located at Edward Jones. Report received and accepted.

The next regular meeting date was announced to be held on 12/23/2025 at 4:00pm.

11. ADJOURN 4:50 P.M.

Motion by Steve Anderson to adjourn the Leavitt Lake C.S.D Governing Board Meeting.



Steve Anderson, Chairperson

Date



Taylor Moore, Secretary

12/16/2025
Date