

LEAVITT LAKE COMMUNITY SERVICES DISTRICT

GOVERNING BOARD

REGULAR BOARD MEETING MINUTES UN-APPROVED

June 16th, 2026

1. CALL TO ORDER

The Regular Meeting of the Governing Board of the Leavitt Lake Community Services District was called to order at 4:03 p.m. on June 16th, 2026, at 471-830 Buffum Lane, Susanville, California.

2. ROLL CALL

Present:

Steve Anderson, Chair

Nicole Bush, Director

Dallas Langley, Director (Via Phone Call) Constance Herman, Director

Absent:

Wesley Wood, Director

Staff Present:

Carrie Base, General Manager/Operator

Taylor Moore, Recording Secretary

Jaime Victoria, Operator

A quorum was established.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. APPROVAL OF AGENDA

Chairman Anderson moved agenda to immediately follow preliminary budget meeting.

MOTION: Director Bush moved to approve the agenda with changes.

SECOND: Director Herman

ROLL CALL VOTE:

Anderson – Aye

Langley – Aye Herman - Aye

Bush – Aye

RESULT: Motion passed 4-0.

5. APPROVAL OF MINUTES FOR THE REGULAR BOARD MEETING ON

MAY 19th, 2026

MOTION: Director Langley moved to approve the regular meeting minutes for May 19th, 2026.

SECOND: Director Herman

ROLL CALL VOTE:

Anderson – Aye

Langley – Aye Herman - Aye

Bush – Aye

RESULT: Motion passed 4-0.

6. APPROVAL OF MINUTES FOR THE PRELIMINARY BUDGET MEETING ON MAY 19TH, 2026

MOTION: Director Bush moved to approve the regular meeting minutes for May 19th, 2026.

SECOND: Director Langley

ROLL CALL VOTE:

Anderson – Aye

Langley – Aye Herman - Aye

Bush – Aye

RESULT: Motion passed 4-0.

7. PUBLIC COMMENT

No public comment was received.

8. Policy 025 Safety Policy

MOTION: Director Herman moved to approve Safety Policy 025

SECOND: DIRECTOR LANGLEY

ROLL CALL VOTE:

Anderson—Aye

Langley—Aye Herman--Aye

Bush—Aye

9. LAFCO

Motion was made to join LAFCO board.

MOTION: Director Langley

SECOND: Director Bush

10. Staff Report

Manager Base reported on the tank cleaning that was performed 6/12/2026. She will follow up with Inland Potable Services for the final report. Operator Victoria updated the board on the emergency pump. He stated it will be ready for pick up 6/17/2026.

11. Closed Session

At 4:31 p.m., the Board adjourned to Closed Session to discuss:

- Personnel Matters (Government Code §54957)

The Board Reconvened to Open Session at 4:39 p.m.

REPORTABLE ACTION: No reportable action was taken.

11. Open Discussion:

Manager Base updated the board of directors that the credit card processor is working again as of 6/16/2026.

12. District Financial Report

May 2026

General Manager Base presented the following financial report:

- Cash Management Report
- Accounts Payable
- Profit and Loss Budget vs. Actual (Fiscal Year to Date)

Balances as of May 31st, 2026

- Checking: \$36,717.99
- Regular Savings: \$37,962.73
- Money Market: \$10,522.77
- Ed Jones CD: \$22,000.00

Report was received and filed.

MOTION: Chair Anderson moved to adjourn the meeting.

The meeting adjourned at 5:02 p.m.

X

Steve Anderson
Board Of Directors Chairman

X

Carrie Base
Manager/ Board Secretary