

# Leavitt Lake Community Service District

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471-830 Buffum Lane  
Susanville, CA 96130  
(530) 257-7977  
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## **MINUTES REGULAR MEETING HELD JANUARY 23, 2018**

### **Attendees:**

Dan Daly, Chairperson  
Sandra Davis, Vice Chairperson  
Stu Speer, Director  
Lenard Robinson, Director  
Cathy Seabourn, GM  
Brittany Godinez, Secretary  
Jaime Victoria, Operator

### **Absentees:**

Linda Hyatt, Director

1. Chairperson, Daly called the meeting to order at 4:02 P.M.
2. The flag salute was recited
3. Vice Chairperson Davis made a motion to approve the agenda. Director Robinson seconded the motion that passed with 4 AYES 1 ABSENT
4. Director Robinson made a motion to approve the minutes of the meeting held on December 19, 2018. Vice Chairperson Davis seconded the motion that passed with 4 AYES 1 ABSENT.
5. Public Comment: No one was in attendance to address the board
6. Old Business
  - A. Ms. Seabourn related to the board that the propane line had been installed for the heater to the shop, but it had not been started up as of yet. She related that the contractor was obtaining the correct distance that the new generator and propane tank needed to be from the property line and then that project would be under way.
7. New Business
  - A. Ms. Seabourn related to the board that her computer had crashed and the second one was also not working. She related that she ordered two new computers that were \$699.00 each plus the cost of transferring all data from the old ones to the new ones. She related that this was more than her spending limit, but it was an emergency situation. Director Robinson made a motion to approve the expense (after the fact). Vice Chairperson Davis seconded the motion that passed with 4 AYES 1 ABSENT.

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- B. After reviewing the audit for the fiscal year ending June 30, 2018, Ms. Seabourn asked if anyone had any questions. Chairperson Daly related that it appeared that finances were somewhat better than the previous year. Ms. Seabourn related that was true and she believed it was because of the last rate increase.
8. Staff Report/Open Discussion  
Ms. Seabourn related that she would pass around a pamphlet of pictures that were taken when the water storage tank was cleaned. She related that overall the inspection was good.
9. Vice Chairperson Davis made a motion to approve the cash management and the accounts payables. Director Speer seconded the motion that passed with 4 AYES 1 ABSENT.
10. Chairperson Daly announced the next meeting to be held on February 20, 2018 and adjourned the meeting at 4:30 P.M.

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Dan Daly, Chairperson

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Brittany Godinez, Secretary

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Date