

LEAVITT LAKE COMMUNITY SERVICES DISTRICT

GOVERNING BOARD

REGULAR BOARD MEETING MINUTES APPROVED

May 19th, 2026

1. CALL TO ORDER

The Regular Meeting of the Governing Board of the Leavitt Lake Community Services District was called to order at 4:14 p.m. on May 19th, 2026, at 471-830 Buffum Lane, Susanville, California.

2. ROLL CALL

Present:

Steve Anderson, Chair

Nicole Bush, Director

Dallas Langley, Director

Wesley Wood, Director

Constance Herman, Director

Absent:

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

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

ROLL CALL VOTE:

Anderson – Aye Wood - Aye
Langley – Aye Herman - Aye
Bush – Aye

RESULT: Motion passed 5-0.

**5. APPROVAL OF MINUTES FOR THE REGULAR BOARD MEETING ON
APRIL 21ST, 2026**

MOTION: Director Langley moved to approve the regular meeting minutes for April 21st, 2026.

SECOND: Director Wood

ROLL CALL VOTE:

Anderson – Aye Wood - Aye
Langley – Aye Herman - Aye
Bush – Aye

RESULT: Motion passed 5-0.

**6. APPROVAL OF MINUTES FOR THE EMERGANCY BOARD MEETING ON
APRIL 28TH, 2026**

MOTION: Director Langley moved to approve the regular meeting minutes for April 28th, 2026.

SECOND: Director Bush

ROLL CALL VOTE:

Anderson – Aye Wood - Aye
Langley – Aye Herman - Aye
Bush – Aye

RESULT: Motion passed 5-0.

7. PUBLIC COMMENT

No public comment was received.

8. Staff Report

Manager Base reported on the 2024-2025 Audit report. She will follow up with the auditor about budget comparison information. Manager Base presented two vehicle purchase options with loans from Susanville Ford. The board has decided to counter the purchase at this time and will continue to explore vehicle options.

9. Closed Session

At 4:43 p.m., the Board adjourned to Closed Session to discuss:

- Personnel Matters (Government Code §54957)

The Board Reconvened to Open Session at 5:53 p.m.

REPORTABLE ACTION: No reportable action was taken.

10. Open Discussion:

Manager Base will follow up with auditor about page two audit questions, Board Chair Anderson will follow up with LMUD to check on a truck that they have for sale.

11. District Financial Report

April 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 April 30th, 2026

- Checking: \$36,421.41
- Regular Savings: \$37,963.57
- Money Market: \$10,522.20
- Ed Jones CD: \$22,000.00

Report was received and filed.

MOTION: Chair Anderson moved to adjourn the meeting.

The meeting adjourned at 6:05 p.m.

X

Steve Anderson
Board Of Directors Chairman

X

Taylor Moore
Board Secretary