

LASSEN LAFCO

CLEAR CREEK CSD

AND

WESTWOOD CSD

**MUNICIPAL SERVICE REVIEW
AND
SPHERE OF INFLUENCE**

Adopted

August 12, 2013

***Resolution 2013-0007 Service Review
Resolution 2013-0008 - Westwood CSD SOI
Resolution 2013-0009 Clear Creek CSD SOI***

TABLE OF CONTENTS

1	INTRODUCTION	1
1.1	Local Agency Formation Commission (LAFCO) History	1
1.2	Lassen LAFCO	2
1.3	Municipal Services Review Requirements	2
1.4	Municipal Services Review Process	3
1.5	Sphere Of Influence Updates	3
1.6	Possible Approaches to the Sphere of Influence	5
1.7	SOI Amendments and CEQA	6
2	SETTING	7
2.1	Lassen County	7
2.1.1	General Plan	7
2.1.2	Lassen County Population Growth	7
2.2	Clear Creek Community	8
2.3	Westwood Community	8
2.4	Groundwater and Surface Water Background	9
2.5	Water Supply, Treatment and Distribution Overview	10
2.6	Wastewater Treatment Overview	11
2.7	Fire Protection Issues	11
2.7.1	Mutual Aid Issues	11
2.7.2	Fire and EMS Dispatch Issues	12
2.7.3	Fire and EMS Response Time Issues	12
2.7.4	Fire Protection Staffing Issues	13
2.7.5	Fire Protection Water Supply Issues	13
3	CLEAR CREEK COMMUNITY SERVICES DISTRICT	14
3.1	Clear Creek CSD Background	14
3.2	Clear Creek CSD Water System	14
3.2.1	Clear Creek CSD Water System Background	14
3.2.2	Clear Creek CSD Water Quality	15
3.3	Clear Creek CSD Fire Protection Service	15
3.3.1	Clear Creek CSD Fire Protection Service Background	15
3.3.2	Clear Creek Community Services District Fire Protection Personnel	15
3.3.3	Clear Creek CSD Fire Protection Facilities and Equipment	15
3.3.4	Clear Creek CSD Fire Protection Service Training	16
3.3.5	Clear Creek CSD Fire Protection Water Supply	16
3.3.6	Clear Creek Community Services District Mutual Aid Agreements	16
3.4	Clear Creek CSD Finances	17
3.4.1	Clear Creek CSD Water Service Budget	17
3.4.2	Clear Creek CSD Fire Protection Budget	19
3.4.3	Clear Creek CSD Financial Statements (Audit)	20
4	WESTWOOD COMMUNITY SERVICES DISTRICT	22
4.1	Westwood CSD Background	22
4.2	Westwood CSD Board of Directors	22
4.3	Westwood CSD Water Service	22
4.3.1	Westwood CSD Water Service Background	22
4.3.2	Westwood CSD Water Service Rates	23
4.3.3	Westwood CSD Water Service Budget 2012-2013	23
4.4	Westwood CSD Sewer Service	25
4.4.1	Westwood CSD Wastewater Collection and Treatment Overview	25
4.4.2	Wastewater Collection System	25
4.4.3	Westwood CSD Wastewater Treatment System	25
4.4.4	Wastewater Monitoring and Reporting Program	26
4.4.5	Westwood CSD Sewer Service Fees	28

4.4.6	Westwood CSD Wastewater Collection and Treatment Budget	28
4.5	Westwood CSD Street Lights	30
4.6	Westwood CSD Park and Recreation Service	30
4.7	Westwood CSD Fire Protection and Emergency Medical Service	31
4.7.1	Westwood CSD Fire Protection Personnel	31
4.7.2	Westwood CSD Fire Protection Facilities and Equipment	31
4.7.3	Westwood Community Services District Fire Protection Training . . .	31
4.7.4	Westwood Community Services District Mutual Aid Agreements . . .	31
4.7.5	Westwood Community Services District Fire Protection Finances . . .	32
4.8	Westwood CSD Finances	33
4.8.1	Westwood CSD Budget	33
4.8.2	Westwood CSD Audit	35
	A. Cash	35
	B. Capital Assets	36
	C. Long-Term Debt	36
	D. Retirement Plan	37
	E. Risk of Loss	37
	F. Net Assets	38
	G. Audit Conclusion	38
5	COMPARISON OF DISTRICTS	39
5.1	Water Service Cost Comparison	39
5.2	Sewer Service Cost Comparison	40
6	CLEAR CREEK COMMUNITY SERVICES DISTRICT MUNICIPAL SERVICE	
	REVIEW	41
6.1	Growth and Population Projections for the Clear Creek Area	41
6.1.1	Clear Creek Population Growth	41
6.1.2	MSR Determinations on Growth and Population for Clear Creek CSD	41
6.2	MSR Determinations on Disadvantaged Unincorporated Communities (DUC)	41
6.2.1	Determination of Clear Creek Disadvantaged Unincorporated Community Status	41
6.2.2	MSR Determinations on Disadvantaged Unincorporated Communities near Clear Creek CSD	41
6.3	Capacity and Infrastructure	42
6.3.1	Clear Creek CSD Infrastructure	42
6.3.2	MSR Determinations Regarding Capacity and Infrastructure for Clear Creek CSD	42
6.4	Financial Ability	42
6.4.1	Clear Creek CSD Financial Considerations	42
6.4.2	MSR Determinations on Financial Ability for Clear Creek CSD	42
6.5	Opportunities for Shared Facilities	43
6.5.1	Clear Creek CSD Facilities	43
6.5.2	MSR Determinations on Shared Facilities for Clear Creek CSD	43
6.6	Government Structure and Accountability	43
6.6.1	Clear Creek CSD Government Structure	43
6.6.2	MSR Determinations on Government Structure and Accountability for Clear Creek CSD	43

7	CLEAR CREEK COMMUNITY SERVICES DISTRICT SPHERE OF INFLUENCE	
	UPDATE	44
7.1	Present and Planned Land Uses in the Clear Creek Community Services District Area, Including Agricultural and Open Space Lands	44
7.1.1	Lassen County General Plan	44
7.1.2	SOI Determinations on Present and Planned Land Uses	44
7.2	Municipal Services – Present and Probable Need	44
7.2.1	Municipal Services Background for Clear Creek CSD	44
7.2.2	SOI Determinations on Facilities and Services Present and Probable Need for Clear Creek Community Services District	44
7.3	Public Facilities Present and Future Capacity	44
7.3.1	Clear Creek CSD Capacity Background	44
7.3.2	SOI Determinations on Public Facilities Present and Future Capacity for Clear Creek Community Services District	44
7.4	Social or Economic Communities of Interest	44
7.4.1	Clear Creek Community Background	44
7.4.2	SOI Determinations on Social or Economic Communities of Interest for Clear Creek Community Services District	44
8	MUNICIPAL SERVICE REVIEW WESTWOOD COMMUNITY SERVICES DISTRICT	46
8.1	Growth and Population Projections for the Westwood Area	46
8.1.1	Westwood Population Growth	46
8.1.2	MSR Determinations on Growth and Population for Westwood CSD	46
8.2	MSR Determinations on Disadvantaged Unincorporated Communities (DUC)	46
8.2.1	Determination of Westwood Disadvantaged Unincorporated Community Status	46
8.2.2	MSR Determinations on Disadvantaged Unincorporated Communities near Westwood	46
8.3	Capacity and Infrastructure	47
8.3.1	Westwood CSD Infrastructure Background	47
8.3.2	MSR Determinations Regarding Capacity and Infrastructure for Westwood CSD	47
8.4	Financial Ability	47
8.4.1	Westwood CSD Financial Considerations	47
8.4.2	MSR Determinations on Financial Ability for Westwood CSD	47
8.5	Opportunities for Shared Facilities	48
8.5.1	Westwood CSD Facilities	48
8.5.2	MSR Determinations on Shared Facilities for Westwood CSD	48
8.6	Government Structure and Accountability	48
8.6.1	Government. Structure	48
8.6.3	MSR Determinations on Government Structure and Accountability for Westwood CSD	48
9	WESTWOOD COMMUNITY SERVICES DISTRICT SPHERE OF INFLUENCE	
	UPDATE	49
9.1	Present and Planned Land Uses in the Westwood Community Services District Area, Including Agricultural and Open Space Lands	49
9.1.1	Lassen County General Plan	49
9.1.2	SOI Determinations on Present and Planned Land Uses	49
9.2	Municipal Services – Present and Probable Need	49
9.2.1	Municipal Services Background.	49
9.2.2	SOI Determinations on Facilities and Services Present and Probable Need for Westwood CSD	49
9.3	Public Facilities Present and Future Capacity	50
9.3.1	Westwood CSD Capacity Background	50

9.3.2	SOI Determinations on Public Facilities Present and Future Capacity for Westwood Community Services District	50
9.4	Social or Economic Communities of Interest	50
9.4.1	Westwood Community Background	50
9.4.2	SOI Determinations on Social or Economic Communities of Interest for Westwood Community Services District	50
APPENDIX A LOCAL GOVERNMENT ISSUES		51
1	Municipal Financial Constraints.	51
1.1	California Local Government Finance Background	51
A.	Proposition 13	51
B.	AB 8	51
C.	Proposition 98	51
D.	Proposition 172	52
E.	Proposition 218	52
F.	Proposition 26	52
G.	Mello-Roos Community Facilities Act	52
H.	Development Impact Fees	53
1.2	Financing Opportunities that Require Voter Approval	53
1.3	Financing Opportunities that Do Not Require Voter Approval	53
2	Public Management Standards	54
3	Public Participation in Government	54
APPENDIX B CONSUMER CONFIDENCE REPORTS		56
	Clear Creek CSD	56
	Westwood CSD	59
ABBREVIATIONS		62
DEFINITIONS		65
REFERENCES		68
PREPARERS		70
MAP		71

1 INTRODUCTION

1.1 Local Agency Formation Commission (LAFCO) History

This report is prepared pursuant to legislation enacted in 2000 that requires LAFCO to conduct a comprehensive review of municipal service delivery and update the spheres of influence (SOIs) of all agencies under LAFCO's jurisdiction. This chapter provides an overview of LAFCO's history, powers and responsibilities. It discusses the origins and legal requirements for preparation of the municipal services review (MSR). Finally, the chapter reviews the process for MSR review, MSR approval and SOI updates.

After World War II, California experienced dramatic growth in population and economic development. With this boom came a demand for housing, jobs and public services. To accommodate this demand, many new local government agencies were formed, often with little forethought as to the ultimate governance structures in a given region, and existing agencies often competed for expansion areas. The lack of coordination and adequate planning led to a multitude of overlapping, inefficient jurisdictional and service boundaries, and the premature conversion of California's agricultural and open-space lands.

Recognizing this problem, in 1959, Governor Edmund G. Brown, Sr. appointed the Commission on Metropolitan Area Problems. The Commission's charge was to study and make recommendations on the "misuse of land resources" and the growing complexity of local governmental jurisdictions. The Commission's recommendations on local governmental reorganization were introduced in the Legislature in 1963, resulting in the creation of a Local Agency Formation Commission, or "LAFCO," operating in every county.

LAFCO was formed as a countywide agency to discourage urban sprawl and to encourage the orderly formation and development of local government agencies. LAFCO is responsible for coordinating logical and timely changes in local governmental boundaries, including annexations and detachments of territory, incorporations of cities, formations of special districts, and consolidations, mergers and dissolutions of districts, as well as reviewing ways to reorganize, simplify, and streamline governmental structure.

The Commission's efforts are focused on ensuring that services are provided efficiently and economically while agricultural and open-space lands are protected. LAFCO conducts service reviews to meet the requirements of the State Law and to evaluate the provision of municipal services within the County to better inform itself and the community as it seeks to exercise its charge.

LAFCO regulates boundary changes proposed by public agencies or individuals through approval, denial, conditions and modification. It also regulates the extension of public services by cities and special districts outside their boundaries. LAFCO is empowered to initiate updates to the SOIs and proposals involving the dissolution or consolidation of special districts, mergers, establishment of subsidiary districts, and any reorganization including such actions. Otherwise, LAFCO actions must originate as petitions or resolutions from affected voters, landowners, cities or special districts.

1.2 Lassen LAFCO

Lassen LAFCO consists of five regular members as follows:

- two members from the Lassen County Board of Supervisors
- two city council members
- one public member who is appointed by the other members of the Commission

There is an alternate in each category. All Commissioners are appointed to four-year terms. Lassen LAFCO Commission Members:

- Todd Eid, Chair, Public member
- Jim Chapman, County member
- Rod De Boer City member
- Brian Wilson, Vice Chair, City member
- Jack Hanson County member

Lassen LAFCO Alternate Members:

- Robert Pyle County member
- Cheryl McDonald City member
- Andrew Wellborn Public member

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 requires LAFCO review and update SOIs no less than every five years and to review municipal services before updating SOIs. Lassen LAFCO policies state that “Lassen LAFCO must review and update each agency’s Sphere of Influence at least once every five years, as necessary”. The requirement for service reviews arises from the identified need for a more coordinated and efficient public service structure to support California’s anticipated growth. The service review provides LAFCO with a tool to study existing and future public accommodating growth, preventing urban sprawl, and ensuring that critical services are provided efficiently.

1.3 Municipal Services Review Requirements

Effective October 7, 2011, Government Code §56430 requires LAFCO to conduct a review of municipal services provided in the county by region, sub-region or other designated geographic area, as appropriate, for the service or services to be reviewed, and prepare a written statement of determination with respect to each of the following topics:

- Growth and population projections for the affected area
- The location and characteristics of any disadvantaged unincorporated communities (DUC) within or contiguous to the sphere of influence
- Present and planned capacity of public facilities and adequacy of public services including infrastructure needs or deficiencies
- Financial ability of agencies to provide services
- Status of, and opportunities for shared facilities
- Accountability for community service needs, including governmental structure and operational efficiencies

1.4 Municipal Services Review Process

For local agencies, the MSR process involves the following steps:

1. Outreach: LAFCO outreach and explanation of the project to the district(s)
2. Data Discovery: districts provide documents and respond to LAFCO questions
3. Map Review: review and comment on LAFCO draft map of the agency's boundary and sphere of influence
4. Profile Review: internal review and comment on LAFCO draft profile of the agency
5. Public Review Draft MSR: review and comment on LAFCO draft MSR
6. LAFCO Hearing: attend and provide public comments on MSR

MSRs are exempt from California Environmental Quality Act (CEQA) pursuant to §15262 (feasibility or planning studies) or §15306 (information collection) of the CEQA Guidelines. LAFCO's actions to adopt MSR determinations are not considered "projects" subject to CEQA. The MSR process does not require LAFCO to initiate changes of organization based on service review findings, only that LAFCO identify potential government structure options.

However, LAFCO, other local agencies, and the public may subsequently use the determinations to analyze prospective changes of organization or reorganization or to establish or amend SOIs. Within its legal authorization, LAFCO may act with respect to a recommended change of organization or reorganization on its own initiative (e.g., certain types of consolidations), or in response to a proposal (i.e., initiated by resolution or petition by landowners or registered voters).

Once LAFCO has adopted the MSR determinations, it must update the SOI for the special district or city. The LAFCO Commission determines and adopts the spheres of influence for each agency. A CEQA determination is made by LAFCO on a case-by-case basis for each sphere of influence action and each change of organization, once the proposed project characteristics are sufficiently identified to assess environmental impacts.

1.5 Sphere Of Influence Updates

The Commission is charged with developing and updating the Sphere of Influence (SOI) for each city and special district within the county.¹ An SOI is a LAFCO-approved plan that designates an agency's probable future boundary and service area. Spheres are planning tools used to provide guidance for individual boundary change proposals and are intended to encourage efficient provision of organized community services and

¹ The initial statutory mandate, in 1971, imposed no deadline for completing sphere designations. When most LAFCOs failed to act, 1984 legislation required all LAFCOs to establish spheres of influence by 1985.

prevent duplication of service delivery. Territory cannot be annexed by LAFCO to a city or district unless it is within that agency's sphere.

The purposes of the SOI include the following: to ensure the efficient provision of services, to discourage urban sprawl and the premature conversion of agricultural and open space lands, and to prevent overlapping jurisdictions and duplication of services.

LAFCO cannot regulate land use, dictate internal operations or administration of any local agency, or set rates. LAFCO is empowered to enact policies that indirectly affect land use decisions. On a regional level, LAFCO promotes logical and orderly development of communities as it considers and decides individual proposals. LAFCO has a role in reconciling differences between agency plans so that the most efficient urban service arrangements are created for the benefit of current and future area residents and property owners.

The Cortese-Knox-Hertzberg (CKH) Act requires to develop and determine the SOI of each local governmental agency within the county and to review and update the SOI every five years. LAFCOs are empowered to adopt, update and amend the SOI. They may do so with or without an application and any interested person may submit an application proposing an SOI amendment.

While SOIs are required to be updated every five years, as necessary, this does not necessarily define the planning horizon of the SOI. The term or horizon of the SOI is determined by each LAFCO. In the case of Lassen LAFCO, the Commission's policies state that an agency's near term SOI shall generally include land that is anticipated to be annexed within the next five years, while the agency's long-term SOI shall include land that is within the probable growth boundary of an agency and therefore anticipated to be annexed in the next 20 years.

LAFCO may recommend government reorganizations to particular agencies in the county, using the SOIs as the basis for those recommendations. In determining the SOI, LAFCO is required to complete an MSR and adopt the five determinations previously discussed. Additional information on local government issues is found in Appendix A at the end of this report.

In addition, in adopting or amending an SOI, LAFCO must make the following determinations:

1. Present and planned land uses in the area, including agricultural and open-space lands
2. Present and probable need for public facilities and services in the area
3. Present capacity of public facilities and adequacy of public service that the agency provides or is authorized to provide
4. Existence of any social or economic communities of interest in the area if the Commission determines these are relevant to the agency

The CKH Act stipulates several procedural requirements in updating SOIs. It requires that special districts file written statements on the class of services provided and that LAFCO clearly establish the location, nature and extent of services provided by special districts.

By statute, LAFCO must notify affected agencies 21 days before holding the public hearing to consider the SOI and may not update the SOI until after that hearing. The LAFCO Executive Officer must issue a report including recommendations on the SOI amendments and updates under consideration at least five days before the public hearing

1.6 Possible Approaches to the Sphere of Influence

LAFCO may recommend government reorganizations to particular agencies in the county, using the SOIs as the basis for those recommendations. Based on review of the guidelines of Lassen LAFCO as well as other LAFCOs in the State, various conceptual approaches have been identified from which to choose in designating an SOI. These seven approaches are explained below:

1) Coterminous Sphere:

A coterminous sphere means that the sphere for a city or special district that is the same as its existing boundaries. This is the recommendation for both Clear Creek CSD and Westwood CSD.

2) Annexable Sphere:

A sphere larger than the agency's boundaries identifies areas the agency is expected to annex. The annexable area is outside its boundaries and inside the sphere.

3) Detachable Sphere:

A sphere that is smaller than the agency's boundaries identifies areas the agency is expected to detach. The detachable area is the area within the agency bounds but not within its sphere.

4) Zero Sphere:

A zero sphere indicates the affected agency's public service functions should be reassigned to another agency and the agency should be dissolved or combined with one or more other agencies.

5) Consolidated Sphere:

A consolidated sphere includes two or more local agencies and indicates the agencies should be consolidated into one agency.

6) Limited Service Sphere:

A limited service sphere is the territory included within the SOI of a multi-service provider agency that is also within the boundary of a limited purpose district which provides the same service (e.g., fire protection), but not all needed services. Territory designated as a limited service SOI may be considered for annexation to the limited purpose agency without detachment from the multi-service provider.

This type of SOI is generally adopted when the following four conditions exist:

- a) The limited service provider is providing adequate, cost effective and efficient services
- b) The multi-service agency is the most logical provider of the other services
- c) There is no feasible or logical SOI alternative, and
- d) Inclusion of the territory is in the best interests of local government organization and structure in the area

Government Code §56001 specifically recognizes that in rural areas it may be appropriate to establish limited purpose agencies to serve an area rather than a single service provider, if multiple limited purpose agencies are better able to provide efficient services to an area rather than one service district.

Moreover, Government Code Section §56425(i), governing sphere determinations, also authorizes a sphere for less than all of the services provided by a district by requiring a district affected by a sphere action to “establish the nature, location, and extent of any functions of classes of services provided by existing districts” recognizing that more than one district may serve an area and that a given district may provide less than its full range of services in an area.

7) Sphere Planning Area:

LAFCO may choose to designate a sphere planning area to signal that it anticipates expanding an agency’s SOI in the future to include territory not yet within its official SOI.

1.7 SOI Amendments and CEQA

LAFCO has the discretion to limit SOI updates to those that it may process without unnecessarily delaying the SOI update process or without requiring its funding agencies to bear the costs of environmental studies associated with SOI expansions. Any local agency or individual may file a request for an SOI amendment. The request must state the nature of and reasons for the proposed amendment, and provide a map depicting the proposal.

LAFCO may require the requester to pay a fee to cover LAFCO costs, including the costs of appropriate environmental review under CEQA. LAFCO may elect to serve as lead agency for such a review, may designate the proposing agency as lead agency, or both the local agency and LAFCO may serve as co-lead agencies for purposes of an SOI amendment. Local agencies are encouraged to consult with LAFCO staff early in the process regarding the most appropriate approach for the particular SOI amendment under consideration.

2 SETTING

2.1 Lassen County

2.1.1 General Plan

The Lassen County General Plan 2000 states the following about the “Town Center” land use designation which includes both Clear Creek and Westwood:

Town center designations which have been carried over from the 1968 General Plan include Pittville, Bieber, Nubieber, Little Valley, Madeline, Ravendale, Wendel, Litchfield, Standish, Johnstonville, Janesville, Clear Creek, Westwood, Buntingville, Milford, Herlong, Doyle, and Hallelujah Junction.²

The building intensity of Town Centers is largely dependent upon the availability (or lack of) community water and/or sewer services. Some Town Centers have one or both services provided by service districts. Some centers have neither. In some communities, past development patterns may have produced lots which would be considered substandard in size today, but which are often recognized as legal building sites. Building intensity may range from one dwelling unit per acre (DUA) in areas requiring individual wells and septic systems to 7.25 DUA in centers having both community water and sewage systems.

Population density in Town Centers also depends largely upon available water and sewer services.

In the residential areas of a Town Center where both services are available, the density will typically average 22 PPA (people per acre). If neither service is available, the average may be as low as three PPA.³

2.1.2 Lassen County Population Growth

The Lassen County Chamber of Commerce shows the following projections regarding Lassen County population growth:⁴

Total wage and salary job growth is forecast to be slightly positive in 2011, with an estimated gain of 0.5 percent. From 2011 to 2016 job growth is expected to average 2.0 percent per year.

Between 2011 and 2016, employment growth is dominated by the public sector, which accounts for 51 percent of expected job growth. The leisure services, retail trade, and construction sectors account for an additional 29 percent of net job creation during this time.

² Lassen County General Plan 2000, Land Use Element Page 2-23.

³ Lassen County General Plan 2000, Land Use Element Page 2-23.

⁴ http://www.dot.ca.gov/hq/tpp/offices/eab/socio_economic_files/2011/Lassen.pdf, September 11, 2012.

Population growth is expected to be 0.5 percent in 2011. Annual growth in the 2011 to 2016 period averages 1.1 percent per year.

2.2 Clear Creek Community

Clear Creek is a census-designated place (CDP). It is located 2.5 miles west-southwest of Westwood, at an elevation of 4970 feet above sea level. The population was 169 at the 2010 Census.

The Census reported that 169 people (100% of the population) lived in households, 0 (0%) lived in non-institutionalized group quarters, and 0 (0%) were institutionalized. There were 73 households out of which 17 (23.3%) had children under the age of 18 living in them. The average household size was 2.32 persons per household. There were 48 families (65.8% of all households); the average family size was 2.69.

AGE OF CLEAR CREEK POPULATION

Under the age of 18	29 people	17.2%
18 to 24	9 people	(5.3%)
25 to 44	26 people	(15.4%)
45 to 64	71 people	(42.0%)
65 years of age or older	34 people	(20.1%)

The median age was 49.7 years. For every 100 females there were 101.2 males. For every 100 females age 18 and over, there were 118.8 males.

There were 162 housing units of which 55 (75.3%) were owner-occupied, and 18 (24.7%) were occupied by renters. The homeowner vacancy rate was 5.2%; the rental vacancy rate was 14.3%. 124 people (73.4% of the population) lived in owner-occupied housing units and 45 people (26.6%) lived in rental housing units.

2.3 Westwood Community

Westwood is a census-designated place (CDP). Westwood is located 20 miles west-southwest of Susanville at an elevation of 5128 feet. The population was 1,647 at the 2010 Census, down from 1,998 at the 2000 Census.

The BNSF Railway (BNSF) has a Maintenance of Way station and a siding that is used to store BNSF snow fighting equipment. The town is built upon lavafloes from Cascade Mountain Range volcanoes to the north. Keddie Ridge is considered to be at the northern end of the Sierra Nevada Mountain Range.

Westwood became the operations center for the Red River Lumber Company in 1913. The first post office opened the same year. Westwood had a very large indoor shopping mall as far back as the 1930s, as well as a large theater, skating rink and club for the mill workers. The town was sold in 1944 to the Fruit Growers Supply Company, today known as part of Sunkist.

The Census reported that 1,647 people (100% of the population) lived in households, 0 (0%) lived in non-institutionalized group quarters, and 0 (0%) were institutionalized.

There were 715 households out of which 219 (30.6%) had children under the age of 18 living in them. The average household size was 2.30. There were 437 families (61.1% of all households); the average family size was 2.87.

AGE OF WESTWOOD POPULATION

Under the age of 18,	393 people	23.9%
18 to 24,	135 people	8.2%
25 to 44,	367 people	22.3%
45 to 64,	531 people	32.2%
65 years of age or older	221 people	13.4%

The median age was 41.3 years. For every 100 females there were 104.9 males. For every 100 females age 18 and over, there were 104.9 males.

There were 1,005 housing units of which 440 (61.5%) were owner-occupied, and 275 (38.5%) were occupied by renters. The homeowner vacancy rate was 5.3%; the rental vacancy rate was 15.1%. 977 people (59.3% of the population) lived in owner-occupied housing units and 670 people (40.7%) lived in rental housing units.

Westwood is the site of Walker mansion and statues of Paul Bunyan and Babe the Blue Ox. Although it is common knowledge that Paul moved west from Ackley, Minnesota with the Red River Lumber Company in about 1912, the town of Westwood claims to be the hometown of Paul Bunyan. Westwood is located in Mountain Meadows and home of the Mountain Meadows Conservancy, a non-profit organization with the goal of protecting Westwood's rural culture, this very diverse collection of mountain habitats and its endangered species and sacred Maidu (Native-American) sites.

2.4 Groundwater and Surface Water Background

Lassen County is at the confluence of four geomorphic provinces and has 24 groundwater basins. Four of the 24 groundwater basins were identified as priority basins for the Lassen County Groundwater Management Plan. Both Clear Creek and Westwood are located in the Modoc Plateau Pleistocene Volcanic Area⁵ which is ultimately drained by the Pit River.⁶ This is not one of the four groundwater basins emphasized in the Lassen County Groundwater Management Plan. According to the Lassen County Groundwater Management Plan, the hydrogeologic characteristics of most groundwater basins are not well understood.⁷

Flows on the Pit River are high in the spring and low in the summer and fall. Average monthly flows are over 400 cubic feet per second (cfs) in January through May, and below 200 cfs in July through December. Average monthly flows are lower in April than in May, which correlates with the amount of rainfall received at the three Lassen

⁵ Lassen County Groundwater Management Plan, Prepared by Brown and Caldwell, 10540 White Rock Road, Suite 180, Rancho Cordova, Ca 95670, June 2007, Page 1-4.

⁶ Lassen County Groundwater Management Plan, Prepared by Brown and Caldwell, 10540 White Rock Road, Suite 180, Rancho Cordova, Ca 95670, June 2007.

⁷ Lassen County Groundwater Management Plan, Prepared by Brown and Caldwell, 10540 White Rock Road, Suite 180, Rancho Cordova, Ca 95670, June 2007, Page 2-13.

County weather stations. The Pit River stream gauge has a period of record from 1994 through 2005.⁸

2.5 Water Supply, Treatment and Distribution Overview

In the Lassen County, the critical season for water supply occurs in the late summer because demand is higher at this time and supply is lower until the winter rainy season starts again. County Building Codes requires that water wells be constructed with a continuous seal from ground level down 50 feet. The purpose of the seal is to assure that surface water cannot flow into the well casing and contaminate deeper aquifers that are penetrated by the well.

Small community water treatment has posed an enormous problem for the drinking water regulatory community, drinking water professionals, and the people living in these communities. The Safe Drinking Water Act (SDWA) and subsequent regulations require that all water in the distribution system and at every tap connected to the distribution system comply. Water treatment usually consists of filtration and disinfection. Water treatment standards essentially mandate central treatment for drinking water prior to entering the distribution system. No water that exceeds a primary standard may be used for drinking water.

Primary Standards have been developed to protect human health and are rigorously enforced by the Department of Health Services. For very small communities, this may be a cost that poses an undue burden. Often it could be a cost that has negative public health implications. For a very low-income family, the money spent on water treatment may not be available for other essentials.

Rather than spend that money, a community may apply for a variance or exemption. Exemptions and variances from the State requirements are intended to be temporary solutions to regulatory compliance. They may, however, extend indefinitely leaving a community with no water that meets the regulation.

Secondary Standards are intended to protect the taste, odor or appearance of drinking water. California Code requires that, if a community water system experiences an exceedance of certain secondary standard, quarterly sampling must be initiated. Compliance is then determined based upon the average of four consecutive quarterly samples. Non-compliant water must then be treated to meet the secondary standards.

Water distribution systems carry water for both domestic use and for fire protection. The distribution system should be sized to perform both functions simultaneously, delivering sufficient water volume and pressure. Pipes should be made of durable and corrosion-resistant materials, and alignments located in areas that are easy to access for repairs and maintenance. Fire hydrants should be placed a maximum of 600 feet apart along the water mains and a maximum of 500 feet from the end of water lines.

Some water loss in the distribution system can be expected. Water loss is the difference between the volume of water pumped from the water supply well and the volume of

⁸ Lassen County Groundwater Management Plan, Prepared by Brown and Caldwell, 10540 White Rock Road, Suite 180, Rancho Cordova, Ca 95670, June 2007, Page 2-10.

water sold to users. A loss of water from 10% to 20% is considered acceptable by the American Water Works Association (AWWA).

2.6 Wastewater Treatment Overview

Wastewater is the water that drains from sinks, showers, washers, and toilets. Wastewater also includes water used for some outdoor purposes, such as draining chlorinated pool water, commercial car washes and industrial processes. Underground sanitary sewer pipelines carry sewage to a wastewater treatment plant (WWTP), where it is treated, sanitized and discharged.

Wastewater Treatment demand management strategies include the following:

- Sewer infiltration and inflow (I&I) control
- Industrial pretreatment and recycling
- Water conservation

Service providers can reduce infiltration and inflow with capital improvements, such as pipeline rehabilitation, manhole cover replacement, and root eradication. They can also address sources on private property, such as broken service lines, uncapped cleanouts and exterior drains, through public education, incentives, and regulatory strategies.

Communities use various techniques to prohibit discharge of unwanted pollutants or to reduce the quantity and strength of wastewater discharged to sewers.

These techniques include the following:

- Permit limitations on the strength and contaminant levels of industrial and commercial wastewater
- Increased rates or surcharges on high-strength wastes
- Incentives or requirements for water recycling and reuse within the industrial or commercial operation

Water conservation measures are effective for reducing average wastewater flows, but have less impact on peak flows, which are usually strongly influenced by infiltration and inflow contributions. Water conservation has little or no impact on organic loading to the treatment plant.

2.7 Fire Protection Issues

The following is a general discussion of five fire protection issues including Mutual Aid, Dispatch, Response Time, Staffing and Water Supply:

2.7.1 Mutual Aid Issues

Most of the fire protection and EMS providers primarily serve their own jurisdictions. Given the critical need for rapid response, however, there are extensive mutual aid efforts that cross jurisdictional boundaries. Mutual aid refers to reciprocal service provided under a mutual aid agreement, a pre-arranged plan and contract between agencies for reciprocal assistance upon request by the first-response agency. In addition, the jurisdictions rely on automatic aid primarily for coverage of areas with street access limitations and freeways.

Automatic aid refers to reciprocal service provided under an automatic aid agreement, a prearranged plan or contract between agencies for an automatic response for service with no need for a request to be made.

2.7.2 Fire and EMS Dispatch Issues

Dispatch for fire and medical calls is increasingly becoming regionalized and specialized. This increased regionalization and specialization is motivated by the following factors:

- 1) Constituents increasingly expect emergency medical dispatching (EMD), which involves over-the-phone medical procedure instructions to the 911 caller and requires specialized staff.
- 2) Paramedics increasingly rely on EMD, which also involves preparing the paramedic en-route for the type of medical emergency and procedures.
- 3) Dispatch technology and protocols have become increasingly complex.
- 4) Modern technology has enabled better measurement and regulatory oversight of fire department (FD) response times, and increased pressure for FDs to meet response time guidelines.
- 5) FDs need standard communication protocols due to their reliance on mutual aid.
- 6) Dispatching of calls from cell phones is particularly inefficient due to multiple transfers, length of time the caller spends on hold and lack of location information. Response times are further delayed when callers that are unfamiliar with the area are unable to describe rural locations to the dispatch personnel.
- 7) All new cell phones are now equipped with GPS; however, it will take a few years for all old phones to be replaced by phones with GPS capability and/or construction of specialized cell phone towers.
- 8) NFPA recommends a 60-second standard for dispatch time, the time between the placement of the 911 call and the notification of the emergency responders. The Center for Public Safety Excellence recommends a 50-second benchmark for dispatch time.
- 9) There are clear economies of scale in providing modern fire and medical dispatch services.

2.7.3 Fire and EMS Response Time Issues

Response times reflect the time elapsed between the dispatch of personnel and the arrival of the first responder on the scene. For fire and paramedic service, there are service standards relating to response times, dispatch times, staffing, and water flow. Particularly in cases involving patients who have stopped breathing or are suffering from heart attacks, the chances of survival improve when the patient receives medical care quickly.

Similarly, a quick fire suppression response can potentially prevent a structure fire from reaching the “flashover” point at which very rapid fire spreading occurs—generally in less than 10 minutes.⁹

The guideline established by the National Fire Protection Association¹⁰ (NFPA) for fire response times is six minutes at least 90 percent of the time, with response time measured from the 911-call time to the arrival time of the first-responder at the scene.¹¹

The fire response time guideline established by the Center for Public Safety Excellence (formerly the Commission on Fire Accreditation International) is 5 minutes 50 seconds at least 90 percent of the time.¹²

2.7.4 Fire Protection Staffing Issues

For structure fires, NFPA recommends that the response team include 14 personnel—a commander, five water supply line operators, a two-person search and rescue team, a two-person ventilation team, a two-person initial rapid intervention crew, and two support people.

The NFPA guidelines require fire departments to establish overall staffing levels to meet response time standards, and to consider the hazard to human life, firefighter safety, potential property loss, and the firefighting approach.

NFPA recommends that each engine, ladder or truck company be staffed by four on-duty firefighters, and that at least four firefighters (two in and two out), each with protective clothing and respiratory protection, be on scene to initiate fire-fighting inside a structure. The Occupational Safety and Health Administration (OSHA) standard requires that when two firefighters enter a structure fire, two will remain on the outside to assist in rescue activities.¹³

For emergency medical response with advanced life support needs, NFPA recommends the response team include two paramedics and two basic-level emergency medical technicians.

2.7.5 Fire Protection Water Supply Issues

For structure fires, NFPA recommends the availability of an uninterrupted water supply for 30 minutes with enough pressure to apply at least 400 gallons of water per minute.

⁹ NFPA Standard 1710, 2004.

¹⁰ *The National Fire Protection Association is a non-profit association of fire chiefs, firefighters, manufacturers and consultants.*

¹¹ *Guideline for a full structure fire is response within ten minutes by a 12-15 person response team at least 90 percent of the time.*

¹² Commission on Fire Accreditation International, 2000.

¹³ United States, 29 CFR 1910.134.

3 CLEAR CREEK COMMUNITY SERVICES DISTRICT

3.1 Clear Creek CSD Background

The Clear Creek Community Services District was formed in 1952 and provides water and fire protection services.¹⁴ Mailing address for the District is as follows:

Clear Creek Community Services District
PO Box 833, Westwood Ca 96137

Telephone for the District is 530-256-3096.

The District has five Board Members as follows:

<u>Board Member</u>	<u>Term Expiration</u>
Robert Lee, President	12-1-14
Leo Mudrich, Director	12-7-16
_____, Director	Vacant
John Hunter, Director	12-1-14
Christine Sasser, Director	12-1-14

The CCCSD has a five-member board of directors who are registered voters residing within the District and elected at large by registered voters residing within the District. Each director serves a four-year term of office or until his/her successor is elected and has qualified.

Regular meetings of the Board of Directors are held the first Tuesday of the month at 7:00 pm at the Clear Creek Fire Hall and are subject to California's Open Meeting laws. The agenda is posted at the bulletin board located at the Fire Hall in Clear Creek.

The District established its current bylaws in 1995. The adopted bylaws contain procedures for elections of board members, powers of the Board of Directors, conduct and noticing of meetings, officers of the board, employees and conflicts of interest.

3.2 Clear Creek CSD Water System

3.2.1 Clear Creek CSD Water System Background

The Clear Creek CSD water system has 156 connections (10 are commercial)¹⁵ and charges \$27 per month for a residential connection and \$33 per month for a commercial connection.¹⁶ The water comes from Clear Creek. The District has water rights for 5.94 acre-feet per day.

The water system includes a pressure tank and a 4,000 gallon water storage tank. There are 20 fire hydrants. The water lines are made of the following materials:¹⁷

Asbestos	65%
PVC	20%
Iron	25%

¹⁴ Clear Creek CSD, Lassen LAFCO Questionnaire June 6, 2012.

¹⁵ Clear Creek CSD, Pat Mudrich, Manager, August 22, 2012.

¹⁶ Clear Creek CSD, Lassen LAFCO Questionnaire June 6, 2012.

¹⁷ Clear Creek CSD, Pat Mudrich, Manager, August 22, 2012.

3.2.2 Clear Creek CSD Water Quality

The Consumer Confidence Report for Clear Creek CSD for 2011 is in Appendix B at the end of this report. There are no reported water quality problems for the Clear Creek CSD.

3.3 Clear Creek CSD Fire Protection Service

3.3.1 Clear Creek CSD Fire Protection Service Background

The Clear Creek area is entirely SRA land with the CALFIRE bearing the primary responsibility for suppression of wildfires, and the Clear Creek CSD Fire Department handling structural fire protection. Response times to a fire for all areas within the district average 3 minutes. Most of the emergency response requests (estimated at 80%) are for traffic control and accidents.

Access issues include a railroad traversing the southerly portion of the district. A train derailment several years ago in the service area blocked access from the southernmost portion of the district. Other access problems include snow and flooding which can block access points.

The Roseburg Lumber Company/Clear Creek LLC owns lands to the south outside the district boundary. Some of these lands are leased to Dyer Mountain Associates who are proposing a large development in the area. Roseburg Lumber/Clear Creek LLC is proposing a fuels management program including fuel breaks on their lands, which would lessen concerns of a wildfire encroaching into the Clear Creek Community.

3.3.2 Clear Creek Community Services District Fire Protection Personnel

The Clear Creek Community Services District has a half-time paid Chief and 10 active volunteers with an average age of 45 years. The Chief serves under the CSD Board of Directors. Personnel from the Department serve as first responders for emergency medical services (EMS). There are no EMS personnel in the department. Ambulance service for the Clear Creek area is provided by SEMSA (Sierra Medical Services Alliance).

3.3.3 Clear Creek CSD Fire Protection Facilities and Equipment

Equipment includes two pumper trucks, a 2006 Ford and a 2001 International. The District also has a portable 16 hp pumper. The equipment normally does not go outside of Lassen County. One of the district's trucks is a 4WD used during flood or snow events. The following table contains additional information on the Clear Creek CSD Fire Department's equipment:

Equipment	Gallons	GPM	Drive
Engine	500	300	4x4
Engine	500	350	2x2
Portable Pump	N/A	150	

3.3.4 Clear Creek CSD Fire Protection Service Training

There are no EMS personnel in the department. Fire personnel are trained through training sessions with the California Department of Forestry and Fire Protection (CALFIRE).

3.3.5 Clear Creek CSD Fire Protection Water Supply

The District does not have above-ground water storage facilities. Water for fire suppression comes from a series of dry-barrel fire hydrants. In the event of no water pressure, the fire department can use Clear Creek or the pond adjacent to the fire hall. The District has adequate fire flows to service existing development. This could become a concern if growth in the existing Sphere of Influence area occurs. The District will have to be proactive in ensuring the maintenance of fire flows.

Current average fire flow is satisfactory in light of pumping capacity. There are 20 dry barrel hydrants located approximately 500 feet or less apart throughout the district and the presence of a large pond in the northern portion of the District and Clear Creek flowing through the District.

The District has a portable pump to supplement fire flows from the water distribution system. A water tender is provided by a local lumber company and is available for use when needed for additional flows.

3.3.6 Clear Creek Community Services District Mutual Aid Agreements

The District shares equipment with CALFIRE in Westwood and Hamilton Branch in Plumas County through mutual aid agreements. These CALFIRE units are located approximately 3 miles from Clear Creek. The US Forest Service fire protection unit is located in Chester approximately 12 to 15 miles away. The Forest Service also has an air tanker base in Chester.

The Department also has a mutual aid agreement with the Westwood Fire Department approximately 3 miles away. Response times from these agencies may be limited due to winter access and road conditions. A water tender is provided by a local lumber company and is available for use when needed.

3.4 Clear Creek CSD Finances

The budgets for the water service and for the fire department are presented separately below because the water service is considered an enterprise fund and the fire department is considered a government fund. All funds are kept with Lassen County and all checks are prepared by the County and paid through US Bank. The District has insurance with Flanigan-Leavitt and is served by Agent Debbie Ceaglio.¹⁸

¹⁸ Clear Creek CSD, Patricia Mudrich, E-Mail: cccsdwater@frontiernet.net, September 22, 2012.

3.4.1 Clear Creek CSD Water Service Budget

The Clear Creek CSD Water Service Budget for expenses followed by revenue is shown below:

CLEAR CREEK COMMUNITY SERVICES DISTRICT WATER SERVICE EXPENSES 2012-13 BUDGET				
Account	Account Name	2011-12 Budget	2011-12 Expense	2012-13 Budget
3010	Salaries and Benefits			
3000100	Salaries and Wages	33,043.00	30,112.78	33,600.00
3000211	Special District Benefits	6,857.00	8,060.57	7,000.00
Subtotal	Salaries and Benefits	39,900.00	38,173.35	40,600.00
3020	Services and Supplies			
3001100	Clothing & Personal	611.00	722.80	50.00
3001200	Communications	1789.00	1,775.61	2,000.00
3001500	Insurance	5,000.00	4,675.09	5,000.00
3001700	Maintenance Equipment	2535.00	4,223.49	3,000.00
3001800	Maintenance Buildings	14,600.00	14,600.59	5,000.00
3002000	Memberships	726.00	303.00	303.00
3002200	Office Expense	2,325.00	2,431.75	1,200.00
3002300	Prof/Specialized Services	(455.00)	0	3,000.00
3002400	Publications/Legal Notices	1,050.00	616.00	700.00
3002600	Rents and Leases	900.00	900.00	900.00
3002700	Small Tools/instruments	20.00	0	300.00
3002800	Special Depart. expense	2,700.00	2,965.75	3,000.00
3002900	Transportation/travel	680.00	919.95	1,000.00
3003000	Utilities	6,800.00	6,923.22	7,000.00
Subtotal	Services and Supplies	39,281.00	41,057.25	32,453.00
Subtotal	Salaries –Ben/Services	79,181.00	79,230.60	73,053.00
3040	Fixed Assets			
3006100	Buildings	1,000.00	0	0
3006200	Equipment	11,920.00	3,919.20	8,000.00
Subtotal	Fixed Assets	12,920.00	3,919.20	8,000.00
TOTAL WATER SERVICE EXPENSES		\$92,101.00	\$83,149.80	\$81,053.00

CLEAR CREEK COMMUNITY SERVICES DISTRICT BUDGET 2012-13 WATER SERVICE REVENUE				
Account	Account Name	Estimated Revenue	Realized Revenue*	Budget
2010	Taxes-Current			
2000200	Property Tax Unsecured	10.00	0	0
2040	Rev. use of money			
2003000	Interest	300.00	(84.37)	75.00
2050	Intergov. Rev. State			
2006200	State-Other	400.00	(694.89)	695.00
2060	Charges-Service			
2008105	Water Fees	56,000.00	49,519.30	56,000.00
2070	Miscellaneous			
2011200	Miscellaneous	0	(1,073.36)	0
2011210	Prior Year Revenue	1700.00		
TOTAL WATER SERVICE REVENUE		58,410.00	(52,103.88)	56,770

*May 18, 2012

The revenue is significantly less than the expenses budgeted shown on the previous page.

3.4.2 Clear Creek CSD Fire Protection Budget

CLEAR CREEK COMMUNITY SERVICES DISTRICT FIRE PROTECTION 2012-13 BUDGET				
Account	Account Name	2011-12 Budget	2011-12 Expense	2012-13 Budget
3010	Salaries and Benefits			
3000100	Salaries and Wages	15,000.00	12,444.67	15,000.00
	Special District Benefits	3,500.00	3,650.36	3,500.00
Subtotal	Salaries and Benefits	18,500.00	16,095.03	18,500.00
	Services and Supplies			
	Clothing & Personal	600.00	2,733.99	1,500.00
	Communications	1,400.00	1,017.90	1,100.00
	Insurance	6,000.00	4,602.63	6,000.00
	Maintenance Equipment	7,200.00	743.45	7,200.00
	Maintenance Buildings	1,500.00	253.50	1,500.00
	Memberships	2,600.00	15.00	2,400.00
	Office Expense	200.00	0	200.00
	Prof/Specialized Services			
	Publications/Legal Notices	50.00	0	50.00
	Rents and Leases			
	Small Tools/instruments			
	Special Depart. expense	5,000.00	1,418.75	5,000.00
	Transporation/travel	500.00	294.93	500.00
	Conferences/training	2,000.00	545.00	2,000.00
	Utilities	550.00	153.55	500.00
Subtotal	Services and Supplies	27,600.00	11,778.70	46,450.00
	Fixed Assets			
	Buildings	1,000.00	0	0
	Equipment (fire truck)	10,000.00	0	15,000.00
Subtotal	Fixed Assets	11,000.00	0	
	Operating Transfers-out	10,000.00		30,000.00
	Contingencies	4,000.00		4,000.00
	TOTAL FIRE PROTECTION EXPENSES	71,100.00	27,873.73	113,950.00

CLEAR CREEK COMMUNITY SERVICES DISTRICT BUDGET 2012-13 FIRE PROTECTION SERVICE REVENUE*				
Account	Account Name	Estimated Revenue	Realized Revenue	Budget
2010	Taxes-Current			
	Property tax secured	20,000.00	16,980.98	20,000.00
2000200	Property Tax Unsecured	1,000.00	975.82	1,000.00
	Supplemental tax	100.00	38.69	40.00
	subtotal	21,100.00	17,995.49	21,040.00
	Taxes-prior			
	Property tax unsecured	36.00	39.31	40.00
	Other taxes			
	Timber Tax	30.00	84.17	100.00
	Special Tax	20,000.00	18,600.34	20,000.00
	Special Tax prior year	2,200.00	1,577.91	2,200.00
	subtotal	2,223.00	22,300.00	22,300.00
2040	Rev. use of money			
2003000	Interest	271.00	143.35	150.00
2050	Intergov. Rev. State			
	HOPTR	320.00	314.06	320.00
2006200	State-Other		85.00	85.00
	subtotal		399.06	405.00
2070	Miscellaneous			
2011200	Miscellaneous	500.00	500.00	500.00
2011210	Prior Year Revenue			
	TOTAL FIRE SERVICE REVENUE	44,457.00	39,339.83	44,135.00

* May 18, 2012

Revenue is less than budgeted amount but is in-line with actual expenditures.

3.4.3 Clear Creek CSD Financial Statements (Audit)

The Financial Statements are available for Fiscal year 2010-11. The Financial Statement show actual revenues and expenditures. The Budgets shown above are showing proposed revenues and expenditures. The Consolidated Balance Sheet from the Financial Statements shows the following:

Clear Creek CSD Fiscal Year 2010-2011			
	General and Special Revenue Funds (Fire Protection)	Enterprise Funds (Water Service)	Total
Assets	\$58,959	\$43,563	\$102,522

Clear Creek CSD Fire Protection Revenue Fiscal Year 2010-2011	
	Non-Enterprise Activity Fire Protection
Taxes Secured and Unsecured	19,282
Property Assessments	19,694
Special Assessments (Mello/Roos, Mark/Roos)	107
Prior Year Taxes, Assessments	2,289
Interest Income	271
Homeowners Property Tax Relief (HOPTR)	377
Timber Yield	93
Other Revenues	500
TOTAL REVENUE	\$42,613

Clear Creek CSD Fire Protection Expenditures Fiscal Year 2010-2011	
Salaries and Wages	\$12,346
Employee Benefits	\$4,787
Subtotal Salaries/Benefits	\$17,133
Services and Supplies	\$29,603
Total Expenditures	\$46,736
Revenue Over (Under) Expenditures	(\$4,123)

Clear Creek CSD Consolidation of Fund Equities and Transfers FY2010-2011		
	General and Special Revenue Funds (Fire)	Enterprise Funds (Water)
Non-Enterprise Activities	58,959	
Water		43,563
Total Ending Fund Equities	\$58,959	\$43,563

Clear Creek CSD Revenues Expenses and Changes in Fund Equity FY2010-2011	
Non-Operating Revenue	\$200
Non-Operating Expenses	\$2
Income (Loss) Before Operating Transfers	\$198
Net Income	\$7,771
Fund Equity Beginning of Period	\$35,792
Fund Equity End of Period	\$43,563

4 WESTWOOD COMMUNITY SERVICES DISTRICT

4.1 Westwood CSD Background

The Westwood CSD was formed in 1971 and supplies water and sewer services, street lights, parks and fire protection to a population of 1647 people. The District Office is located at 319 Ash Street in Westwood California 96137. The Mailing address is as follows:

Westwood Community Services District
PO Box 319, Westwood California 96137

The manager of the District is Randy Buchanan, E-Mail: Randy@westwoodcsd.org, Phone: 530-256-3211, Fax: 530-256-3212. The Secretary is Susan Coffi. There are seven employees for the District.¹⁹

4.2 Westwood CSD Board of Directors

The Principal Act for the CSD may be found in California Government Code Section 61000-61936. This division is known as the Community Services District Act. The Westwood CSD Board of Directors is elected by the voters in the District. There are 913 voters in the District. The Westwood CSD Board of Directors is as follows:

<u>Board Member</u>	<u>Four-Year Term Ends</u>
Elta Silva, President	12-7-16
Sheri Binswanger, Vice-President	12-7-16
Krissy House	12-7-16buttons
Ted Tamborski	12-1-14
John Yeates	12-1-14

The Board of Directors meets the first Monday of each month at the Westwood Community Center, Third Street, Westwood, California.

4.3 Westwood CSD Water Service

4.3.1 Westwood CSD Water Service Background

The Westwood CSD supplies potable water for municipal and commercial uses for the Community of Westwood. Westwood receives its water for municipal/commercial use primarily from Walker Springs. The Westwood Community Services District has water rights to 2,000 gpm from Walker Springs (1,300 AFY (acre feet per year) = 328.6 million gallons in 2004). Currently, the District has a pumping capacity of 1,800 gpm (restricted by the District's booster pump capacity).

In 2010-2011 water meters were installed and the Spring House enclosure was replaced. A new stand-by-generator was purchased. The estimated total cost of these three projects was \$909,000. In August, 2009 the District was notified of approval of a funding agreement for an \$822,522 loan with a 100% forgiveness of principal under the SDWSRF, American Recovery and Reinvestment Act. The District was also approved for a loan of \$500,000 from USDA under the American Recovery and Reinvestment Act.

¹⁹ Westwood CSD, Lassen LAFCO Questionnaire, June 5, 2012.

LASSEN LAFCO August 12, 2013
 Resolution 2013-0007 CLEAR CREEK CSD and WESTWOOD CSD MSR
 Resolution 2013-0008 Westwood CSD Sphere of Influence
 Resolution 2013-0009 Clear Creek CSD Sphere of Influence

As of June 30, 2011, the District had spent \$1,304,734 on the projects and the projects were completed.²⁰

The project for 2012 was to replace the wiring at the pump house. The District plans to purchase an additional holding tank in the future.

4.3.2 Westwood CSD Water Service Rates

The Westwood Community Services District adopted the water rates shown below by Resolution 2011-01 on June 6, 2011. The Resolution also contains a provision to increase the water rates according to the Consumer Price Index-West Urban.

Westwood CSD Water Rate Schedule²¹		
Meter Size	Monthly Rate	Number of Connections
5/8 inch to 3/4 inch	\$35.78	765
1 inch Residential	\$35.78	6
1 inch Business	\$71.56	0
1 1/2 inch	\$107.34	6
2 inch	\$143.12	1
3 inch	\$214.68	1
4 inch	\$286.24	1
6 inch	\$429.36	4
		Total Connections 784
Usage Rate: \$0.34 per 1000-gallons per month after the Base of 30,000-gallons.		

4.3.3 Westwood CSD Water Service Budget 2012-2013

The following table shows the Westwood CSD Water Budget for 2012-2013 for Revenue:

Westwood CSD Water Budget 2012-13 Revenue²²		
40600	Copies/Other	399.75
42100	Business	2,337.93
42200	Residential	354,886.55
42300	Other	7,927.12
42500	Reconnection Fee	700.00
42600	Hydrants	889.50
42000	SUBTOTAL WATER FEES	\$387,741.10
	TOTAL WATER REVENUE	\$388,140.85

The following table shows the Westwood CSD Water Budget for 2012-2013 for Expenses:

²⁰ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 24.

²¹ Westwood Community Services District, Resolution 2011-01, A Resolution of the Westwood Community Services District Increasing Water Rates, Jun 6, 2011.

²² Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

Westwood CSD Water Budget 2012-13 Expenses²³		
6012	Dental Insurance	2200.00
6014	Health Insurance	24000.00
6016	Life Insurance	700.00
	Principal	24,0010.00
6000	Capital Replacement Fund	35,000.00
6112	Fuel	5,500.00
6114	Maintenance/Repair	3,000.00
6160	Dues and Subscriptions (CSDA)	6,000.00
6183	Workers Compensation	12,000.00
6185	Liability Insurance	10,500.00
6200	Interest Expense-Loan Interest	18,000.00
6250	Postage and Delivery	2,500.00
6275	Engineer Fees	500.00
6280	Legal Fees	1,000.00
6650	Accounting	2,000.00
6302	Maintenance	2,000.00
6310	Building Repairs	9,840.85
6330	Equipment Repairs	2,500.00
6340	Telephone	4,000.00
6370	Meals	200.00
6380	Travel	500.00
6392	Electric	53,000.00
6394	Solid Waste	900.00
6395	Fire Wood	1,500.00
6400	Propane	300.00
	Secretarial Payroll	25,000.00
6560	Payroll Expenses-Other	115,000.00
6770	Supplies	10,000.00
6804	Bad Debt	500.00
6814	Continuing Education	1,000.00
6816	Copying Machine	1,500.00
6518	Director Fees	3,000.00
6842	Small Equipment	1,000.00
6844	Fire Extinguisher Maintenance	200.00
6848	Office	6,000.00
6862	Safety Boots	300.00
6880	Water Samples	3,000.00
	TOTAL EXPENSE-WATER	\$388,140.85

Since the numbers presented above are for a budget, the revenue and expenses must balance.

²³ Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

4.4 Westwood CSD Sewer Service

4.4.1 Westwood CSD Wastewater Collection and Treatment Overview

The Westwood CSD operates the wastewater collection and disposal system for the community of Westwood. The original wastewater collection system was built in the early 1900's. Several collection system upgrades have been performed. In 1998, the Westwood CSD received a Community Development Block Grant and a Farmers Home Administration Loan to upgrade the remainder of the collection system, including the refurbishing of several pump stations.²⁴ Repair of manholes and sewer mains is planned for the wastewater collection system. Cleaning of the primary stabilization ponds is planned for the wastewater disposal system.

4.4.2 Wastewater Collection System

The original Westwood wastewater collection system for the treatment plant was installed in the early 1900s as part of the construction of the town of Westwood for sawmill worker housing; the collection system was constructed primarily of clay piping. Various upgrades were performed on the collection system from the 1960s to the 1990s.

In the late 1990s, the Westwood CSD obtained a Community Development Block Grant and Farmers Home Administration loan for \$130,000 to complete rehabilitation of the entire collection system, including some house laterals and pump replacement in all three collection system lift stations. In spite of this rehabilitation work, there may still be a significant I/I problem with the sewers, as evidenced by the chronic lack of wastewater treatment pond freeboard.²⁵

The District found an abandoned six-inch wastewater collection line that was collecting large quantities of infiltration water and discharging it into the sewer system. The District plugged this line to help reduce I/I. The District also identified ten manholes that needed to be sealed and completed this process in 2006. The District also inspected 4,000 feet of sewer line with a video camera.²⁶

4.4.3 Westwood CSD Wastewater Treatment System

Municipal wastewater from Westwood is discharged to one of five facultative ponds located just north of Mountain Meadows Reservoir in Section 7, T28N, R 9E, MDB&M. Surface water drainage in the area is to Mountain Meadows Reservoir which in turn discharges to Lake Almanor, approximately five miles to the West, via Hamilton Branch.²⁷ The site lies within Mountain Meadows Reservoir Hydrologic Subarea No.

²⁴ Central Valley Regional Water Quality Control Board, 11020 Sun Center Drive, #200, Rancho Cordova, CA 95670-6114, August 2, 2007.

²⁵ California Regional Water Quality Control Board Central Valley Region, Order No. R-5-2007-0099, Requiring the Westwood Community Services District Wastewater Treatment Plant Lassen County to Cease and Desist from Discharging Contrary to Requirements, August 2, 2007.

²⁶ California Regional Water Quality Control Board Central Valley Region, Order No. R-5-2007-0099, Requiring the Westwood Community Services District Wastewater Treatment Plant Lassen County to Cease and Desist from Discharging Contrary to Requirements, August 2, 2007.

²⁷ California Regional Water Quality Control Board Central Valley Region, Order No. R-5-2007-0099, Requiring the Westwood Community Services District Wastewater Treatment Plant Lassen County to Cease and Desist from Discharging Contrary to Requirements, August 2, 2007.

518.45 as depicted on maps prepared by the California Department of Water Resources.²⁸

The Westwood CSD is regulated under Waste Discharge Requirements Order No. 5-01-253. The average dry weather design capacity of the WWTP is 0.3 million gallons per day.

An important requirement under the Waste Discharge Requirements is as follows:

10. The Discharger shall maintain a minimum two feet of freeboard in the wastewater ponds at all times. The ponds shall have sufficient capacity to accommodate allowable wastewater flow and design seasonal precipitation and ancillary inflow/infiltration. Design seasonal precipitation shall be based on total annual precipitation using a return period of 100 years, distributed monthly in accordance with historical rainfall patterns.²⁹

4.4.4 Wastewater Monitoring and Reporting Program³⁰

The Waste Discharge Requirements for Westwood CSD require the following monitoring and reporting programs:

Water Supply Monitoring:

The District shall obtain and analyze representative samples of the domestic water supply once per year and analyze the sample for general minerals. The results shall be presented in the Annual Monitoring Report.

Influent Monitoring:

Samples of influent shall be representative of the influent at the plant headworks prior to treatment. At a minimum, influent monitoring shall consist of the following:

Westwood CSD Wastewater Treatment Plant Influent Monitoring Program³¹			
Parameter	Unit	Type of Sample	Frequency
Flow	mgd	Meter	Continuous and Totalized
20°C BOD₅	mg/l, lbs/day	24-hour Composite	Monthly
Suspended Solids	mg/l, lbs/day	24-hour Composite	Monthly

Pond Monitoring:

The Pond Monitoring Program is as follows:

²⁸ California Regional Water Quality Control Board, Central Valley Region, Waste Discharge Requirements for Westwood Community Services District Westwood Wastewater Ponds, Lassen County, October 19, 2001.

²⁹ California Regional Water Quality Control Board Central Valley Region, Order No. R-5-2007-0099, Requiring the Westwood Community Services District Wastewater Treatment Plant Lassen County to Cease and Desist from Discharging Contrary to Requirements, August 2, 2007.

³⁰ California Regional Water Quality Control Board, Central Valley Region, Waste Discharge Requirements for Westwood Community Services District Westwood Wastewater Ponds, Lassen County, October 19, 2001.

³¹ California Regional Water Quality Control Board, Central Valley Region, Waste Discharge Requirements for Westwood Community Services District Westwood Wastewater Ponds, Lassen County, October 19, 2001.

Westwood CSD Wastewater Treatment Plan Pond Monitoring Program³²			
Parameter	Unit	Type of Sample	Frequency
Dissolved Oxygen	mg/l	Grab	Weekly
Liquid Depth	feet		Weekly
Freeboard	feet		Weekly

Septage Supernatant Dewatering:

Supernatant from the septage dewatering process shall be monitored semiannually for TPH (Total Petroleum Hydrocarbons) as gasoline, diesel, and Oil and Grease by United States Environmental Protection Agency (USEPA) modified Method 8015.

Sludge Monitoring:

A composite sample of sludge shall be collected whenever the wastewater ponds are cleaned. Samples shall be obtained in accordance with USEPA's *POTW Sludge Sampling and Analysis Guidance Document, August 1989*, and tested for the following metals: Cadmium, Lead, Chromium, Nickel, Copper, Zinc.

The Westwood CSD shall keep records regarding the quantity of sludge generated by the treatment processes; any sampling and analytical date; the quantity of sludge stored on site; and the quantity removed for disposal. The records shall also indicate any steps taken to reduce odor and other nuisance conditions. Records shall be stored onsite and available for review during inspections.

If sludge is transported off-site for disposal, then the Westwood CSD shall submit records identifying the hauling company, the amount of sludge transported, and the location of disposal.

All records shall be submitted as part of the Annual Monitoring Report.

Ground Water Monitoring:

The monitoring wells shall be sampled quarterly and analyzed for the following constituents:

Westwood CSD Wastewater Treatment Plan Pond Monitoring Program³³			
Parameter	Unit	Type of Sample	Frequency
BOD (20°C 5-Day)	mg/l	Grab	Quarterly
Total Coliform	MPN/100ml	Grab	Quarterly
Chlorides	mg/l	Grab	Quarterly
Total Dissolved Solids	mg/l	Grab	Quarterly
Nitrates	mg/l	Grab	Quarterly
Groundwater Elevation	Feet (hundredths)	Grab	Quarterly

³² California Regional Water Quality Control Board, Central Valley Region, Waste Discharge Requirements for Westwood Community Services District Westwood Wastewater Ponds, Lassen County, October 19, 2001.

³³ California Regional Water Quality Control Board, Central Valley Region, Waste Discharge Requirements for Westwood Community Services District Westwood Wastewater Ponds, Lassen County, October 19, 2001.

The ponds shall be inspected on a weekly basis to check the following:

- Seepage through pond dikes
- Excessive odors or other nuisances
- Excessive weed growth in pond

4.4.5 Westwood CSD Sewer Service Fees

There are 781 connections to the Westwood CSD Wastewater Collection and Treatment System. The Sewer Service Fees for Westwood CSD are shown below. There is a comparison of sewer service fees in Chapter 5 of this report. The Sewer Service Charge is expected to generate \$363,291.00 for 2012-2013.

WESTWOOD CSD SEWER SERVICE FEES		
Code	Connection Type	Monthly Fee
SA	Westwood Sanitation	\$228.62
SB	Sewer Business	\$34.22
SC	Sewer Commercial	\$36.05
SE	Sewer Elementary School	44.43
SL	Sewer Low Income (Feather River Apartments)	\$1,163.48
SO	Sewer Other	\$34.22
SP	Sewer Mt. Lassen Power	\$95.57
SS	Sewer Senior Apartments	\$821.28
SW	Sewer Basic	\$34.22

4.4.6 Westwood CSD Wastewater Collection and Treatment Budget

The following table shows the Westwood CSD Sewer Budget for 2012-2013 for Revenue:

Westwood CSD Sewer Budget 2012-13 Revenue³⁴		
40200	Interest	26.00
40600	Copies/Other	398.00
41200	Sewer Service Charge	363,291.00
41100	TOTAL SEWER REVENUE	\$363,715.00

The following table shows the Westwood CSD Sewer Budget for 2012-2013 for Expenses:

³⁴ Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

Westwood CSD Sewer Budget 2012-13 Expenses³⁵		
6012	Dental Insurance	3,000.00
6014	Health Insurance	30,000.00
6016	Life Insurance	1,000.00
	Principal	19,000.00
6000	Capital Replacement Fund	45,911.00
6112	Fuel	4,500.00
6114	Maintenance/Repair	3,000.00
6160	Dues and Subscriptions (CSDA)	1,000.00
6183	Workers Compensation	15,000.00
6185	Liability Insurance	10,500.00
6200	Interest Expense-Loan Interest	50,000.00
6230	Licenses and Permits	10,000.00
6250	Postage and Delivery	2,000.00
6275	Engineer Fees	504.00
6280	Legal Fees	1,500.00
6650	Accounting	2,000.00
6310	Building Repairs	2,000.00
6330	Equipment Repairs	2,000.00
6340	Telephone	3,600.00
6370	Meals	200.00
6380	Travel	200.00
6392	Electric	5,000.00
6394	Solid Waste	1,000.00
6395	Fire Wood	1,000.00
6400	Propane	300.00
	Secretarial Payroll	20,000.00
6560	Payroll Expenses-Other	110,000.00
6770	Supplies	6,000.00
6804	Bad Debt	500.00
6812	Contingency	1,000.00
6814	Continuing Education	500.00
6816	Copying Machine	1,500.00
6518	Director Fees	3,100.00
6842	Small Equipment	500.00
6844	Fire Extinguisher Maintenance	200.00
6848	Office	4,100.00
6862	Safety Boots	300.00
6882	Well Samples	1,000.00
6884	Flow Meter Influent	800.00
	TOTAL EXPENSE-SEWER	\$363,715.00

Since the numbers presented above are for a budget, the revenue and expenses must balance.

³⁵ Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

4.5 Westwood CSD Street Lights

The street lights for the community of Westwood are contracted out to the Lassen Municipal Utility District (LMUD). The 2012-2013 Budget for Street Lights is fairly simple and is shown below:

Westwood CSD Street Lights Budget 2012-13³⁶		
40100	Taxes	13,000.00
	TOTAL Street Lights REVENUE	\$13,000.00
6392	Electric	13,000.00
	TOTAL Street Lights EXPENSE	\$13,000.00

4.6 Westwood CSD Park and Recreation Service

The park and recreation facilities include playgrounds, ball fields, tennis courts, picnic areas, basketball courts, disc golf and putting area, and a volleyball court. The 2012-2013 Budget for Parks is shown below:

Westwood CSD Parks Budget 2012-13³⁷		
40100	Taxes	10,031.00
51200	Donations	110.00
	TOTAL Parks REVENUE	\$10,141.00
6112	Fuel	150.00
6114	Maintenance/Repair (Vehicles)	150.00
6183	Workers Compensation	600.00
6185	Liability Insurance	10,500.00
6392	Electric	500.00
6560	Payroll Expenses-Other	1,200.00
6770	Supplies	100.00
6812	Contingency	4,591.00
6852	Plumas County Property Taxes	350.00
	TOTAL Parks EXPENSE	\$10,141.00

³⁶ Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

³⁷ Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

4.7 Westwood CSD Fire Protection and Emergency Medical Service

4.7.1 Westwood CSD Fire Protection Personnel

The Westwood CSD has ended its contract with CALFIRE and is operating with eleven volunteer firefighting personnel and one paid Chief. The former contract with CALFIRE ended in June 2004. State regulations mandate that volunteer firefighters must receive the same training and outfitting as paid personnel.

The Westwood Fire Department can function with the number of available personnel to service a population of 2,100 people. SIFC (Susanville Interagency Fire Center) handles dispatch for the Fire Department. Ambulance services are provided by SEMSA. Westwood CSD provides a storage location for the ambulance equipment.

4.7.2 Westwood CSD Fire Protection Facilities and Equipment

The Westwood Fire Department uses one fully operational fire station located at 206 Third Street in Westwood. The location of the Fire Department does not seem to inhibit response time within Westwood Boundaries—fire response time is approximately 5 minutes, and EMS response time is even better at approximately 2-3 minutes. To the most remote parts of the Community (i.e., County Road 44) takes a little longer than 5 minutes.

Fire Department equipment is in good condition and includes all of the necessary components to provide good fire protection service. Equipment meets all NFPA (National Fire Protection Association) standards and passed a California Highway Patrol (CHP) inspection.

Equipment includes the following:

- 1 fire truck with 1000 gallons pump capacity at 1260 gpm
- 1 fire truck with 600 gallons pump capacity at 1000 gpm
- 2 Basic 4WD Rescue Vehicles
- Jaws of Life
- Snow Mobiles

4.7.3 Westwood Community Services District Fire Protection Training

Firefighter and volunteer training includes Wednesday evening drills and firefighter training in Lassen County. Level of training for firefighters and EMS personnel utilized by the Westwood CSD can be characterized as well trained in comparison to other fire suppression and emergency service provider agencies in the area. The department has eleven volunteers including and one Paramedic and five EMTs.

4.7.4 Westwood Community Services District Mutual Aid Agreements

The CALFIRE station is located in Westwood—their response time is excellent even to remote parts of the District. During winter months there is one engine, which rotates with the Susanville station and response times for this engine depend upon the rotation schedule.

Randy Buchanan is the District Manager and the Fire Chief is Forrest Deurksen. Chief Deurksen is the only paid fire protection service staff. The Westwood CSD also has a Secretary position.

4.7.5 Westwood Community Services District Fire Protection Finances

The Westwood Fire Department is funded through property taxes. Revenue from these taxes has not kept up with rising costs associated with running a fire department and ambulance service. The District has attempted three special elections to pass a special tax for fire protection and EMS, which have failed at the ballot box. The District has reduced cost over the years by eliminating paid staff to the extent possible; Westwood CSD has hired one paid Fire Chief to serve the District.

Major fire protection expenses include workers compensation, personnel costs, and equipment. Total estimated expenditures in 2009-2010 were \$227,892. The 2008-2009 expenditure budget actual figure was \$156,493. The major expenses are personnel/training related costs for the Chief and eleven volunteers.³⁸

The following table shows the Westwood CSD Fire Protection Budget for 2012-2013 for Revenue:

Westwood CSD Fire Protection Budget 2012-13 Revenue³⁹		
40100	Taxes	161,985.00
40200	Interest	2,847.00
40500	Rent	9,141.44
40800	Other	3,380.00
61200	Donations	35.00
61000	TOTAL FIRE REVENUE	\$177,388.44

The projected Revenue for 2012-13 is less than the amount of funding available to the District for fire protection before the 2008 Recession.

The following table shows the Westwood CSD Fire Protection Budget for 2012-2013 for Expenses:

³⁸ Westwood CSD, Final Budget 2009-2010.

³⁹ Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

Westwood CSD Fire Budget 2012-13 Expenses⁴⁰		
6012	Dental Insurance	1,300.00
6014	Health Insurance	15,000.00
6016	Life Insurance	200.00
6018	PERS	27,000.00
	Principal	4,700.00
6112	Fuel	3,000.00
6114	Maintenance/Repair	3,000.00
6183	Workers Compensation	12,000.00
6185	Liability Insurance	4,000.00
6200	Interest Expense-Loan Interest	4,700.00
6650	Accounting	300.00
6302	Maintenance	500.00
6306	Radio Repairs	500.00
6310	Building Repairs	500.00
6330	Equipment Repairs	500.00
6340	Telephone	4,000.00
6392	Electric	4,500.00
6394	Solid Waste	1,000.00
6400	Propane	2,500.00
	Secretarial Payroll	2,500.00
6560	Payroll Expenses-Other	61000.00
6770	Supplies	1,000.00
6812	Contingency	27,888.44
6518	Director Fees	300.00
6844	Fire Extinguisher Maintenance	200.00
6848	Office	500.00
	TOTAL EXPENSE-FIRE	\$182,588.44

4.8 Westwood CSD Finances

4.8.1 Westwood CSD Budget

The Westwood CSD Budget is presented below for the District. However, the Independent Auditor encourages the Board of the District to examine the budget for each service separately to make sure that each service is adequately funded. This is especially true for the sewer and water enterprise funds. The total Revenue and Expenses for all services in the District is shown below:

⁴⁰ Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

Westwood CSD Budget 2012-13 TOTAL Revenue⁴¹		
40100	Taxes	185,016.00
40200	Interest	2,873.00
40500	Rent	9,141.44
40600	Copies & Other	797.75
40800	Other	3,380.00
41200	Sewer Service Charge	\$363,291.00
42100	Water Fees from Business	23,337.93
42200	Water Fees from Residential	354,886.55
42300	Water Fees from Other	7,927.12
42500	Reconnection Fee	700.00
42600	Hydrants	889.50
51200	Donations-Parks	110.00
61200	Donations-Fire Protection	35.00
	TOTAL REVENUE	952,385.29
403000	LMUD Service Collections	5,200.00
	TOTAL INCOME	957,585.29

Westwood CSD Budget 2012-13 TOTAL Expenses⁴²		
6012	Dental Insurance	6,500.00
6014	Health Insurance	6,900.00
6016	Life Insurance	1,900.00
6018	PERS	27,000.00
	Principal	47,700.00
600	Capital Replacement Fund	80,911.00
6112	Fuel	13,150.00
6114	Maintenance/Repair	9,150.00
6160	Dues and Subscriptions	7,000.00
6183	Workers Compensation	39,600.00
6185	Liability Insurance	27,500.00
6200	Interest Expense-Loan Interest	72,700.00
6230	Licenses and Permits	10,000.00
6250	Postage and Delivery	4,500.00
6275	Engineer Fees	1,004.00
6280	Legal Fees	2,500.00
6650	Accounting	4,300.00
6302	Maintenance	2,500.00
6306	Radio Repairs	500.00
6310	Building Repairs	12,340.85
6330	Equipment Repairs	5,000.00
6340	Telephone	11,600.00
6370	Meals	400.00
6380	Travel	700.00

(Continued below)

⁴¹ Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

⁴² Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

Westwood CSD Budget 2012-13 Expenses (Continued)⁴³		
6392	Electric	76,000.00
6394	Solid Waste	2,900.00
6395	Fire wood	2,500.00
6400	Propane	3,100.00
	Secretarial Payroll	47,500.00
6560	Payroll Expenses-Other	287,200.00
6770	Supplies	17,100.00
6804	Bad Debt	1000.00
6812	Contingency	33,479.44
6814	Continuing Education	1,500.00
6816	Copying Machine	3,000.00
6518	Director Fees	6,400.00
6840	Equipment	1,500.00
6844	Fire Extinguisher Maintenance	600.00
6848	Office	10,600.00
6852	Plumas County Property Taxes	350.00
6862	Safety Boots	600.00
6880	Water Samples	3,000.00
6882	Well Samples	1,000.00
3884	Flow Meter Influent	800.00
	TOTAL EXPENSE Budget 2012-2013	\$957,585.29

4.8.2 Westwood CSD Audit

A. Cash

The most recent audit for Westwood CSD is for the fiscal year ended on June 30, 2011. At the time the District had the following cash assets:

WESTWOOD CSD CASH ON JUNE 30, 2011⁴⁴	
Restricted Cash	
Water Reserve	\$69,534
Sewer Reserves (2)	\$75,289
Fire Department Reserve	\$1,000
Total Restricted Cash (Certificates of Deposit)	\$145,823
Unrestricted Cash	\$895,502
TOTAL CASH ON JUNE 30, 2011	\$1,041,325

⁴³ Westwood Community Services District Final Budget July 2012 through June 2013, May 30, 2012, Accrual Basis.

⁴⁴ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 14.

LASSEN LAFCO August 12, 2013
 Resolution 2013-0007 CLEAR CREEK CSD and WESTWOOD CSD MSR
 Resolution 2013-0008 Westwood CSD Sphere of Influence
 Resolution 2013-0009 Clear Creek CSD Sphere of Influence

This cash was maintained in the following accounts:

WESTWOOD CSD DEPOSITS ON JUNE 30, 2011⁴⁵	
Savings Account	\$842,984
Checking (interest-bearing)	\$52,218
Cash on hand	\$300
Certificates of Deposit	\$145,823
TOTAL	\$1,041,325

B. Capital Assets

Changes in enterprise capital assets for the year ended June 30, 2011 as reported in the Independent Audit are as follows:

WESTWOOD CSD WATER AND SEWER CAPITAL ASSETS JUNE 30, 2011⁴⁶				
	Balance 6/30/2010	Additions/ Transfers	Disposals	Balance 6/30/2011
Water	\$1,449,079	\$1,327,534	\$9,040	\$2,767,573
Sewer	\$2,823,421	\$20,000		\$2,843,421
TOTAL	\$4,272,500	\$1,347,534	\$9,040	\$5,610,994

Changes in governmental capital assets for the year ended June 30, 2011 as reported in the Independent Audit are as follows:

WESTWOOD CSD FIRE AND PARK CAPITAL ASSETS JUNE 30, 2011⁴⁷				
	Balance 6/30/2010	Additions/ Transfers	Disposals	Balance 6/30/2011
Fire Protection	\$753,274	-	\$5,695	\$747,579
Parks/Recreation	\$202,521	-	-	\$202,521
TOTAL	\$955,795	-	\$5,695	\$950,100

C. Long-Term Debt

The Independent Audit reports the following regarding long-term debt:⁴⁸

In April 1974, the Westwood CSD entered into a contract with the State Department of Water Resources for a construction loan under the Davis-Grunsky Act. Interest of 2.5% per annum is payable on June 1 and December 1 of each year. Bond principal repayment is required annually

⁴⁵ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 14.

⁴⁶ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 15.

⁴⁷ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 15.

⁴⁸ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 16.

on December 1. Deferred interest is payable on this loan at \$4,096 annually.

On December 19, 2000, the District issued \$1,262,960 in revenue bonds for sewer system improvements. Interest of 4.5% per annum is payable on May and January 1 of each year. Bond principal repayment is required annually on January 1.

In April 2010 the District entered into a loan agreement (USDA Rural Housing Service) to finance purchase of an emergency response vehicle. This loan requires an annual payment (April 1) of \$9,494 including 4% interest, through 2030.

Long-term debt activities for the year ended June 30, 2011 are as follows:

WESTWOOD CSD LONG-TERM DEBT ACTIVITIES FOR 2011⁴⁹					
	2010	New Debt Issued	Debt Retired	2011	Current Portion
Davis-Grunsky Water Loan	651,904	-	21,315	630,589	21,867
Sewer Loan	1,135,960	-	18,000	1,117,960	18,000
Fire vehicle loan	129,000	-	4,334	124,666	4,507
Springhouse water loan	-	500,000	500,000	-	-
TOTAL	\$1,916,864	\$500,000	\$543,649	\$1,873,215	\$44,374

D. Retirement Plan

The District's policy is to fund retirement benefits with the State of California Public Employees' Retirement System (CALPERS). The amount of pension contributions by the District to CALPERS is actuarially determined under a program wherein contributions plus earnings of the retirement system are to provide the necessary funds to pay retirement benefits when due. The District relies on the competency of the State in determining the funding method, the adequacy of funding, and the spreading of actuarial gains and losses which is currently on a four-year basis.⁵⁰

Participation in a secure retirement program can be a help to the District in retaining experienced and trained employees in a remote rural area.

E. Risk of Loss

The Westwood CSD is exposed to various risks of loss related to theft of, damage to and destruction of assets; and injuries to employees. During the 2011 fiscal year, the District purchased certain commercial insurance coverage to provide for these risks.⁵¹

⁴⁹ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 16.

⁵⁰ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 18.

⁵¹ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 22.

F. Net Assets

The following table shows the Westwood CSD assets as determined by the Independent Auditor:

WESTWOOD CSD NET ASSETS JUNE 30, 2011⁵²			
	Enterprise Fund	Governmental Fund (Fire, Street Lights, Park)	Total
Invested in capital assets, net of related debt	1,440,372	138,708	1,579,080
Restricted: Davis-Grunsky loan reserve	41,500		41,500
Subtotal	1,481,872	138,708	1,620,580
Unrestricted, Designated by the Board			
Water Reserve	64,400		64,400
Sewer Reserve	53,666		53,666
Subtotal Sewer and Water Reserve	118,066		118,066
Undesignated	1,038,784	(81,482)	957,302
Subtotal Unrestricted	1,156,850	(81,482)	1,075,368
Total Net Assets	\$2,683,722	\$57,226	\$2,695,948

G. Audit Conclusion

The Independent Auditor found no deficiencies in control and stated that the Westwood CSD complied with all the requirements of the Federal programs applicable to the District.⁵³

⁵² Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Page 23.

⁵³ Westwood Community Services District, Financial Statements and Independent Auditor's Report for the year ended June 30, 2011, prepared by Robert W. Johnson, An Accountancy Corporation, 6234 Birdcage Street, Citrus Heights, CA 95610-5949, Phone: 916-723-2555, Pages 32-28.

5 COMPARISON OF DISTRICTS

5.1 Water Service Cost Comparison

The following table is included to compare the cost of water rates from different districts. However, it is difficult to compare one district with another because the base rates include different amounts of water. Where the base amount of water is low, the average bill will almost always be higher than the base fee shown.

COMPARISON OF DOMESTIC WATER SERVICE RATES		
District/County	Number of Connections	Monthly Water Rate (Base Rate)
Arbuckle PUD/Colusa	792 (mostly unmetered) ⁵⁴	\$15.00 ⁵⁵
Artois CSD/Glenn	59 metered ⁵⁶	\$39.00 (16,000 gallons)
California Pines CSD/Modoc	131 metered (April 30 to October 31) ⁵⁷	\$32.25. ⁵⁸
Clear Creek CSD/Lassen	156 unmetered⁵⁹	\$27.00⁶⁰
CSA 1 Century Ranch/Colusa	112 metered	\$39.22 (8,000 gallons) ⁶¹
CSA 2 Stonyford/Colusa	91 metered	\$45.58 (10,000 gallons) ⁶²
Elk Creek CSD/Glenn	90 metered ⁶³	\$44.00 (14,961 gallons)
Maxwell PUD/Colusa	400 (have meters, not read)	\$32.00 (unlimited) ⁶⁴
Lassen Co. Waterworks 1, Bieber/Lassen	172 metered ⁶⁵	35.00 (40,000 gallons) ⁶⁶
Little Valley CSD/Lassen	50 unmetered	\$23.00 ⁶⁷
Westwood CSD/Lassen	765 metered	\$35.78 (30,000 gallons)⁶⁸
City of Colusa/Colusa	2088 metered	\$21.76 (300 cubic feet*) ⁶⁹
City of Susanville/Lassen	4200 metered	\$23.65 (300 cubic feet*) ⁷⁰

⁵⁴ Arbuckle PUD, Small Water System 2011 Annual Report to the Drinking Water Program for year Ending December 31, 2011.

⁵⁵ Arbuckle PUD, Water Rates as of January 1, 2009.

⁵⁶ Artois Community Services District, Jack Cavier, Jr., President, March 1, 2012.

⁵⁷ California Pines CSD, Vera Sphar, June 12, 2009.

⁵⁸ California Pines CSD Service Rates Effective June 2006.

⁵⁹ Clear Creek CSD, Pat Mudrich, Manager, August 22, 2012

⁶⁰ Clear Creek CSD, Lassen LAFCO Questionnaire June 6, 2012.

⁶¹ Colusa County Ordinance No. 673, An Ordinance of the Colusa County Board of Supervisors Increasing water service Fees; authorizing administrative Fees; providing for the Collection of Delinquent Charges; and Directing That No New Water Hook-ups Be Permitted for County Service Area Number 1-Century Ranch, March 16, 2004.,

⁶² Colusa County Ordinance No 674, An Ordinance of the Colusa County Board of Supervisors Increasing Water Service Fees; Authorizing Administrative Fees; Providing for the Collection of Delinquent charges; and Directing That No New Water Hook-ups be permitted for County Service Area Number 2-Stonyford, March 16, 2004.

⁶³ Elk Creek Community Services District, Arnold Kjer, Water Plant Operator, September 28, 2011

⁶⁴ Maxwell PUD, Diana Mason, Phone 438-2505, August 8, 2012.

⁶⁵ Lassen County Waterworks District 1 (Bieber), Stephen Jackson, Manager, Phone: 530-294-5524, March 1, 2011.

⁶⁶ Lassen County Waterworks District 1 (Bieber), Ordinance 09-2, An Ordinance amending the Ordinance Establishing the Rate for Water Service by the Lassen County Waterworks District 1 (Bieber), June 16, 2009.

⁶⁷ Little Valley CSD, Director Devora Kelley, March 19, 2012.

⁶⁸ Westwood Community Services District, Resolution 2011-01, A resolution of the Westwood Community Services District Increasing Water Rates, Jun 6, 2011.

⁶⁹ City of Colusa, Water Department, Phone 458-4740 Ex100, August 7, 2012.

⁷⁰ City of Susanville, 530-252-5111, August 3, 2012.

*(100 cubic feet of water = 748 gallons)

Areas that are served by the California Water Service (a public utility) usually have higher fees than those areas served by a government facility. For example, in the Willows area California Water Service charges \$47.50 for the smallest meter size and 800 cubic feet of water.⁷¹

5.2 Sewer Service Cost Comparison

The following table shows sewer service rates in various places in northern California. It is difficult to compare the rates because some jurisdictions have had to install expensive upgrades to their wastewater treatment plants to meet the requirements of the State Water Quality Control Board.

COMPARISON OF DOMESTIC SEWER SERVICE RATES		
District/County	Number of Connections	Monthly Sewer Service Rate (Base Rate-Single Family Residential)
Arbuckle PUD/Colusa	820	\$15.00 ⁷²
Lassen Co. Waterworks District 1(Bieber)/Lassen	172 ⁷³	\$25.00 ⁷⁴
Maxwell PUD/Colusa	400	\$48.00 plus \$358.62/year ⁷⁵
Westwood CSD	781	\$34.22⁷⁶
City of Colusa/Colusa	2082	\$65.77 ⁷⁷
City of Willows/Glenn	2255	\$40.19 ⁷⁸
Susanville Sanitary District/Lassen	3747	\$15.15 ⁷⁹

⁷¹ California Water Service Company, 1720 North First Street, San Jose, California, 95112, Phone: 408-367-8200, Schedule No. WL-1-R Willows Tariff Area, Effective 5/3/12.

⁷² Arbuckle PUD, PO Box 207, Arbuckle, CA 95912, Phone: (530) 476-2054, Fax: 530-476-2761, E-Mail: apud@frontiernet.net

⁷³ Lassen County Waterworks District 1 (Bieber), Stephen Jackson, Manager, Phone: 530-294-5524, March 1, 2011.

⁷⁴ Lassen County Waterworks District 1 (Bieber), Ordinance 09-1, An Ordinance Amending the Ordinance Establishing the Rate for sewer services by the Lassen County Waterworks District 1 (Bieber), June 16, 2009.

⁷⁵ Maxwell PUD, Maxwell, CA, Diana Mason, Phone: 438-2505, August 7, 2012.

⁷⁶ Westwood CSD, Susan Coffi, E-Mail: office@westwoodcsd.org, September 6, 2012.

⁷⁷ City of Colusa, Water Department, Phone 458-4740 Ex100, September 12, 2012.

⁷⁸ City of Willows, Skyler Lipski, Public Works Director, Phone: 530-934-7041, September 5, 2012.

⁷⁹ Susanville Sanitary District, PO Box 162, Susanville, Ca 96130, Phone: 530-257-5685, Fax: 530-251-5328, September 11, 2012.

6 CLEAR CREEK COMMUNITY SERVICES DISTRICT MUNICIPAL SERVICE REVIEW

6.1 Growth and Population Projections for the Clear Creek Area

6.1.1 Clear Creek Population Growth

Lassen County expects moderate population growth of 1.1 percent per year according to the Lassen Chamber of Commerce;⁸⁰ however, little growth is expected within the Clear Creek CSD. Most of the population growth in Lassen County will be located within or close to the correctional facilities within the County.

6.1.2 MSR Determinations on Growth and Population for Clear Creek CSD

1-1) Little population growth is expected within the Clear Creek CSD

6.2 MSR Determinations on Disadvantaged Unincorporated Communities (DUC)

6.2.1 Determination of Clear Creek Disadvantaged Unincorporated Community Status

In addition to a consideration of population growth, the State Law requires LAFCO to consider whether or not an area is a Disadvantaged Unincorporated Community (DUC). A DUC is an area where the Median Household Income is less than 80% of the State of California Median Household Income.

For 2010 the Median Household Income for both Clear Creek and Westwood was \$24,148. The Median Household Income is only available for the zip code and both communities have the same zip code. Since 80% of the \$60,883 State of California Median Household Income is \$48,706 the communities of Clear Creek and Westwood are Disadvantaged Unincorporated Communities. However, there is no large incorporated city which could annex these areas.

6.2.2 MSR Determinations on Disadvantaged Unincorporated Communities near Clear Creek

2-1) The Median Household Income for Clear Creek shows that it is a DUC because it is lower than 80% of the State Median Household Income.

⁸⁰ http://www.dot.ca.gov/hq/tpp/offices/eab/socio_economic_files/2011/Lassen.pdf, September 11, 2012.

6.3 Capacity and Infrastructure

6.3.1 Clear Creek CSD Infrastructure

The Clear Creek CSD infrastructure is described above in this report. The Clear Creek CSD has an adequate supply of surface water (with a water-right) and an adequate water distribution system. The equipment for fire protection is also adequate.

6.3.2 MSR Determinations Regarding Capacity and Infrastructure for Clear Creek CSD

- 3-1) The Clear Creek CSD has adequate capacity and infrastructure for the provision of water service.
- 3-2) The Clear Creek CSD has adequate capacity and equipment for the provision of fire protection.

6.4 Financial Ability

6.4.1 Clear Creek CSD Financial Considerations

The financial information and budget for the Clear Creek CSD are shown above in this report. The Water charge of \$27.00 per month for unlimited water is lower than that for several other water providers in the area.

6.4.2 MSR Determinations on Financial Ability for Clear Creek CSD.

- 4-1) Clear Creek CSD should have a Master Facilities Plan and a Capital Improvement Plan which could be used to determine what funds are needed.
- 4-2) The Clear Creek CSD operates the water system as an Enterprise Fund so it is important that the water system revenue totally pays for all water-related expenses.
- 4-3) The Clear Creek CSD Fire Department uses a volunteer force which saves money.
- 4-4) The Clear Creek CSD has a special tax for fire protection. This is an important source of revenue and should be maintained or increased if possible.

6.5 Opportunities for Shared Facilities

6.5.1 Clear Creek CSD Facilities

The Clear Creek CSD Facilities are described above in this report.

6.5.2 MSR Determinations on Shared Facilities for Clear Creek CSD

- 5-1) The Clear Creek CSD water system is separate and is not located close enough to another water system to be combined.
- 5-2) The Clear Creek CSD fire department provides a focus for the community but cooperates with other fire departments in the area when needed.
- 5-3) The Clear Creek CSD could possible cooperate with or share administrative services with another agency through contract services or another type of agreement.
- 5-4) The Clear Creek CSD could be combined with another CSD because Community Services Districts are allowed to have non-contiguous territory and separate zones of service. However, the Clear Creek CSD is providing adequate service at this time.

6.6 Government Structure and Accountability

6.6.1 Clear Creek CSD Government Structure

The government of the Clear Creek CSD is organized as required by the Community Services District laws of the State of California and is described above in this report.

6.6.2 MSR Determinations on Government Structure and Accountability for Clear Creek CSD

- 6-1) The Clear Creek CSD is fortunate to have five members of the community willing to serve on the Board of Directors for the District.
- 6-2) The Clear Creek CSD has regular Board meetings that comply with the Brown Act.
- 6-3) The Clear Creek CSD should provide a website or a webpage within the Lassen County site to communicate with the public including tax payers and voters.

7 CLEAR CREEK COMMUNITY SERVICES DISTRICT SPHERE OF INFLUENCE UPDATE

7.1 Present and Planned Land Uses in the Clear Creek Community Services District Area, Including Agricultural and Open Space Lands

7.1.1 Lassen County General Plan

The County recognizes Clear Creek as a community in the General Plan and zoning so the Sphere of Influence should be reduced to be the same as the District Boundary.

7.1.2 SOI Determinations on Present and Planned Land Uses

- 1-1] The Sphere of Influence for the Clear Creek CSD should be reduced to be the same as the District Boundary. The water system is necessary but the population is not planned to increase substantially.

7.2 Municipal Services – Present and Probable Need

7.2.1 Municipal Services Background for Clear Creek CSD

The Clear Creek CSD provides water service and fire protection for the community of Clear Creek. These services are described above in this report.

7.2.2 SOI Determinations on Facilities and Services Present and Probable Need for Clear Creek Community Services District

- 2-1] There is a need for the water service and for the fire protection service provided by the Clear Creek CSD; therefore, the Sphere of Influence should be reduced to be the same as the District Boundary.

7.3 Public Facilities Present and Future Capacity

7.3.1 Clear Creek CSD Capacity Background

The Clear Creek CSD provides adequate water service and fire protection but does not have the capacity to increase the services substantially. The Water Right allows 5.94 acre-feet per day.

7.3.2 SOI Determinations on Public Facilities Present and Future Capacity for Clear Creek Community Services District

3-1] The facilities for the Clear Creek CSD are adequate but no Master Plan of Capital Improvement Plan has been prepared to justify substantial expansion of the water or fire protection service.

7.4 Social or Economic Communities of Interest

7.4.1 Clear Creek Community Background

Clear Creek is a separate community and is recognized in the Lassen County General Plan. The Fire Department provides a focus for the community to enhance community identity.

7.4.2 SOI Determinations on Social or Economic Communities of Interest for Clear Creek Community Services District

4-1] The community of Clear Creek does not have its own zip code or its own schools so the Fire Department provides a focus and identity for the community.

8 MUNICIPAL SERVICE REVIEW WESTWOOD COMMUNITY SERVICES DISTRICT

8.1 Growth and Population Projections for the Westwood Area

8.1.1 Westwood Population Growth

Westwood is recognized in the Lassen County General Plan but is not anticipated to grow substantially. Most of the growth in Lassen County is expected to occur in and around the correctional facilities in the County. The Lassen Chamber of Commerce estimates that, "Between 2011 and 2016, employment growth is dominated by the public sector, which accounts for 51 percent of expected job growth."⁸¹

8.1.2 MSR Determinations on Growth and Population for Westwood CSD

- 1-1) The population of Westwood is expected to remain relatively stable so the Sphere of Influence for the Westwood CSD should remain the same as the District Boundary.

8.2 MSR Determinations on Disadvantaged Unincorporated Communities (DUC)

8.2.1 Determination of Westwood Disadvantaged Unincorporated Community Status

In addition to a consideration of population growth, the State Law requires LAFCO to consider whether or not an area is a Disadvantaged Unincorporated Community (DUC). A DUC is an area where the Median Household Income is less than 80% of the State of California Median Household Income.

For 2010 the Median Household Income for both Clear Creek and Westwood was \$24,148. The Median Household Income is only available for the zip code and both communities have the same zip code. Since 80% of the \$60,883 State of California Median Household Income is \$48,706 the communities of Clear Creek and Westwood are Disadvantaged Unincorporated Communities. However, there is no large incorporated city which could annex these areas.

8.2.2 MSR Determinations on Disadvantaged Unincorporated Communities near Westwood

- 2-1) The Median Household Income for Westwood shows that it is a DUC because it is lower than 80% of the State Median Household Income.

⁸¹ http://www.dot.ca.gov/hq/tpp/offices/eab/socio_economic_files/2011/Lassen.pdf, September 11, 2012.

8.3 Capacity and Infrastructure

8.3.1 *Westwood CSD Infrastructure Background*

Westwood CSD provides five services as follows:

- 1) Water Service
- 2) Wastewater Collection and Treatment Service
- 3) Street Lights
- 4) Parks
- 5) Fire Protection

These services are described above in this report.

8.3.2 *MSR Determinations Regarding Capacity and Infrastructure for Westwood CSD*

- 3-1) The Westwood CSD water service has been upgraded to include computerized water meters at each connection.
- 3-2) The Westwood CSD wastewater collection and treatment service is regulated by the State of California Central Valley Regional Water Quality Control Board.
- 3-3) The Westwood CSD street lights are managed by the Lassen Municipal Utility District.
- 3-4) The Westwood CSD parks provide a service and a focus for the community.
- 3-5) The Westwood CSD Fire Department is small but cooperates with other Fire Departments in the area.

8.4 Financial Ability

8.4.1 *Westwood CSD Financial Considerations*

The Westwood CSD budgets, audit, and fees are shown above in this report.

8.4.2 *MSR Determinations on Financial Ability for Westwood CSD*

- 4-1) The Westwood CSD operates the sewer and water services as enterprise funds. It is important to examine these funds separately and to make sure that each service pays for all costs associated with the service.
- 4-2) A Facilities Master Plan and a Capital Improvement Plan should be done to show future improvements and costs for infrastructure.

8.5 Opportunities for Shared Facilities

8.5.1 Westwood CSD Facilities

The Westwood CSD facilities are described above in this report.

8.5.2 MSR Determinations on Shared Facilities for Westwood CSD

- 5-1) The location of Westwood does not lend itself to shared facilities but the District could work together with other districts to share administration or contract out the services of its staff to other smaller districts.
- 5-2) The Westwood CSD could be combined with another CSD because Community Services Districts are allowed to have non-contiguous territory and separate zones of service. However, the Westwood CSD is providing adequate service at this time.

8.6 Government Structure and Accountability

8.6.1 Westwood CSD Government Structure

The government of the Westwood CSD is described above in this report.

8.6.3 MSR Determinations on Government Structure and Accountability for Westwood CSD

- 6-1) The Westwood CSD is fortunate to have five members of the community willing to serve on the Board of Directors for the District.
- 6-2) The Westwood CSD should provide a website or a webpage on the Lassen County website to communicate with the public, taxpayers and voters.

9 WESTWOOD COMMUNITY SERVICES DISTRICT SPHERE OF INFLUENCE UPDATE

9.1 Present and Planned Land Uses in the Westwood Community Services District Area, Including Agricultural and Open Space Lands

9.1.1 Lassen County General Plan

The Lassen County General Plan recognizes the community of Westwood so the Sphere of Influence should be the same as the District Boundary. The population of Westwood is not expected to increase substantially.

9.1.2 SOI Determinations on Present and Planned Land Uses

1-1] The Sphere of Influence for the Westwood CSD includes adequate area for growth and should remain the same as the District Boundary.

9.2 Municipal Services – Present and Probable Need

9.2.1 Westwood CSD Municipal Services Background

The services provided by the Westwood CSD are described above in this report. The services are adequate for the present need.

9.2.2 SOI Determinations on Facilities and Services Present and Probable Need for Westwood Community Services District

2-1] The five services provided by the Westwood CSD (Water Service, Wastewater Collection and Treatment Service, Street Lights, Parks and Fire Protection) have adequate facilities.

9.3 Public Facilities Present and Future Capacity

9.3.1 Westwood CSD Capacity Background

The Westwood CSD facilities are described above in this report. There is not Master Plan or Capital Improvement Plan for future capacity.

9.3.2 SOI Determinations on Public Facilities Present and Future Capacity for Westwood Community Services District

3-1] The Westwood CSD does not have improvement plans to expand the capacity of the facilities so the Sphere of Influence for the District should remain the same as the District Boundary.

9.4 Social or Economic Communities of Interest

9.4.1 Westwood Community Background

The Westwood CSD provides a focus for the community, especially the park facilities and the Fire Department.

9.4.2 SOI Determinations on Social or Economic Communities of Interest for Westwood Community Services District

4-1] The Westwood CSD includes both a social and an economic community. The houses in the community would be less valuable if the services provided by the CSD were not there.

APPENDIX A LOCAL GOVERNMENT ISSUES

1 Municipal Financial Constraints

Municipal service providers are constrained in their capacity to finance services by the inability to increase property taxes, requirements for voter approval for new or increased taxes, and requirements of voter approval for parcel taxes and assessments used to finance services. Municipalities must obtain majority voter approval to increase or impose new general taxes and two-thirds voter approval for special taxes.

Limitations on property tax rates and increases in taxable property values are financing constraints. Property tax revenues are subject to a formulaic allocation and are vulnerable to State budget needs. Agencies formed since the adoption of Proposition 13 in 1978 often lack adequate financing.

1.1 California Local Government Finance Background

The financial ability of the cities and special districts to provide services is affected by financial constraints. City service providers rely on a variety of revenue sources to fund city operating costs as follows:

- Property Taxes
- Benefit Assessments
- Special Taxes
- Proposition 172 Funds
- Other contributions from city or district general funds.

As a funding source, property taxes are constrained by statewide initiatives that have been passed by voters over the years and special legislation. Seven of these measures are explained below:

A. Proposition 13

Proposition 13 (which California voters approved in 1978) has the following three impacts:

- Limits the *ad valorem* property tax rate
- Limits growth of the assessed value of property
- Requires voter approval of certain local taxes.

Generally, this measure fixes the *ad valorem* tax at one percent of value; except for taxes to repay certain voter approved bonded indebtedness. In response to the adoption of Proposition 13, the Legislature enacted Assembly Bill 8 (AB 8) in 1979 to establish property tax allocation formulas.

B. AB 8

Generally, AB 8 allocates property tax revenue to the local agencies within each tax rate area based on the proportion each agency received during the three fiscal years preceding adoption of Proposition 13. This allocation formula benefits local agencies, which had relatively high tax rates at the time Proposition 13 was enacted.

C. Proposition 98

Proposition 98, which California voters approved in 1988, requires the State to maintain a minimum level of school funding. In 1992 and 1993, the Legislature began shifting billions of local property taxes to schools in response to State budget deficits. Local

property taxes were diverted from local governments into the Educational Revenue Augmentation Fund (ERAF) and transferred to school districts and community college districts to reduce the amount paid by the State general fund.

Local agencies throughout the State lost significant property tax revenue due to this shift. Proposition 172 was enacted to help offset property tax revenue losses of cities and counties that were shifted to the ERAF for schools in 1992.

D. Proposition 172

Proposition 172, enacted in 1993, provides the revenue of a half-cent sales tax to counties and cities for public safety purposes, including police, fire, district attorneys, corrections and lifeguards. Proposition 172 also requires cities and counties to continue providing public safety funding at or above the amount provided in FY 92-93.

E. Proposition 218

Proposition 218, which California voters approved in 1996, requires voter- or property owner-approval of increased local taxes, assessments, and property-related fees. A two-thirds affirmative vote is required to impose a Special Tax, for example, a tax for a specific purpose such as a fire district special tax.

However, majority voter approval is required for imposing or increasing general taxes such as business license or utility taxes, which can be used for any governmental purpose. These requirements do not apply to user fees, development impact fees and Mello-Roos districts.

F. Proposition 26

Proposition 26 approved by California voters on November 2, 2010, requires that certain state fees be approved by two-thirds vote of Legislature and certain local fees be approved by two-thirds of voters. This proposition increases the legislative vote requirement to two-thirds for certain tax measures, including those that do not result in a net increase in revenue. Prior to its passage, these tax measures were subject to majority vote.

However, majority voter approval is required for imposing or increasing general taxes such as business license or utility taxes, which can be used for any governmental purpose. These requirements do not apply to user fees, development impact fees and Mello-Roos districts.

G. Mello-Roos Community Facilities Act

The Mello-Roos Community Facilities Act of 1982 allows any county, city, special district, school district or joint powers authority to establish a Mello-Roos Community Facilities District (a "CFD") which allows for financing of public improvements and services. The services and improvements that Mello-Roos CFDs can finance include streets, sewer systems and other basic infrastructure, police protection, fire protection, ambulance services, schools, parks, libraries, museums and other cultural facilities. By law, the CFD is also entitled to recover expenses needed to form the CFD and administer the annual special taxes and bonded debt.

A CFD is created by a sponsoring local government agency. The proposed district will include all properties that will benefit from the improvements to be constructed or the services to be provided. A CFD cannot be formed without a two-thirds majority vote of

residents living within the proposed boundaries. Or, if there are fewer than 12 residents, the vote is instead conducted of current landowners.

In many cases, that may be a single owner or developer. Once approved, a Special Tax Lien is placed against each property in the CFD. Property owners then pay a Special Tax each year.

If the project cost is high, municipal bonds will be sold by the CFD to provide the large amount of money initially needed to build the improvements or fund the services. The Special Tax cannot be directly based on the value of the property. Special Taxes instead are based on mathematical formulas that take into account property characteristics such as use of the property, square footage of the structure and lot size. The formula is defined at the time of formation, and will include a maximum special tax amount and a percentage maximum annual increase.

If bonds were issued by the CFD, special taxes will be charged annually until the bonds are paid off in full. Often, after bonds are paid off, a CFD will continue to charge a reduced fee to maintain the improvements.

H. Development Impact Fees

A county, cities, special districts, school districts, and private utilities may impose development impact fees on new construction for purposes of defraying the cost of putting in place public infrastructure and services to support new development.

To impose development impact fees, a jurisdiction must justify the fees as an offset to the impact of future development on facilities. This usually requires a special financial study. The fees must be committed within five years to the projects for which they were collected, and the district, city or county must keep separate funds for each development impact fee.

1.2 *Financing Opportunities that Require Voter Approval*

Financing opportunities that require voter approval include the following five taxes:

- Special taxes such as parcel taxes
- Increases in general taxes such as utility taxes
- Sales and use taxes
- Business license taxes
- Transient occupancy taxes

Communities may elect to form business improvement districts to finance supplemental services, or Mello-Roos districts to finance development-related infrastructure extension. Agencies may finance facilities with voter-approved (general obligation) bonded indebtedness.

1.3 *Financing Opportunities that Do Not Require Voter Approval*

Financing opportunities that do not require voter approval include imposition of or increases in fees to more fully recover the costs of providing services, including user fees and Development Impact Fees to recover the actual cost of services provided and infrastructure.

Development Impact Fees and user fees must be based on reasonable costs, and may be imposed and increased without voter approval. Development Impact Fees may not be used to subsidize operating costs. Agencies may also finance many types of facility improvements through bond instruments that do not require voter approval.

Water rates and rate structures are not subject to regulation by other agencies. Utility providers may increase rates annually, and often do so. Generally, there is no voter approval requirement for rate increases, although notification of utility users is required. Water providers must maintain an enterprise fund for the respective utility separate from other funds, and may not use revenues to finance unrelated governmental activities.

2 Public Management Standards

While public sector management standards do vary depending on the size and scope of an organization, there are minimum standards. Well-managed organizations do the following eight activities:

1. Evaluate employees annually.
2. Prepare a budget before the beginning of the fiscal year.
3. Conduct periodic financial audits to safeguard the public trust.
4. Maintain current financial records.
5. Periodically evaluate rates and fees.
6. Plan and budget for capital replacement needs.
7. Conduct advance planning for future growth.
8. Make best efforts to meet regulatory requirements.

Most of the professionally managed and staffed agencies implement many of these best management practices. LAFCO encourages all local agencies to conduct timely financial record-keeping for each city function and make financial information available to the public.

3 Public Participation in Government

The Brown Act (California Government Code Section 54950 et seq.) is intended to insure that public boards shall take their actions openly and that deliberations shall be conducted openly. The Brown Act establishes requirements for the following:

- Open meetings
- Agendas that describe the business to be conducted at the meeting
- Notice for meetings
- Meaningful opportunity for the public to comment
- Few exceptions for meeting in closed sessions and reports of items discussed in closed sessions.

LASSEN LAFCO August 12, 2013
Resolution 2013-0007 CLEAR CREEK CSD and WESTWOOD CSD MSR
Resolution 2013-0008 Westwood CSD Sphere of Influence
Resolution 2013-0009 Clear Creek CSD Sphere of Influence
According to California Government Section 54959

Each member of a legislative body who attends a meeting of that legislative body where action is taken in violation of any provision of this chapter, and where the member intends to deprive the public of information to which the member knows or has reason to know the public is entitled under this chapter, is guilty of a misdemeanor.

Section 54960 states the following:

(a) The district attorney or any interested person may commence an action by mandamus, injunction or declaratory relief for the purpose of stopping or preventing violations or threatened violations of this chapter by members of the legislative body of a local agency or to determine the applicability of this chapter to actions or threatened future action of the legislative body.

Clear Creek Community Services District–Westwood - PWS #1800512 2011 Consumer Confidence Report

*We test the drinking water quality for many constituents as required by State and Federal Regulations.
 This report shows the results of our monitoring as of December 31, 2011.*

**Este informe contiene información muy importante sobre su agua potable.
 Tradúzcalo ó hable con alguien que lo entienda bien.**

Report Date:	February 2012
Type of water source(s) in use:	Groundwater
Name & location of source(s):	Spring No. 1
Drinking Water Source Assessment Information:	The California Department of Public Health conducted a Drinking Water Source Assessment on our source in April 2002. The source is considered most vulnerable to the following activities not associated with any detected contaminants: managed forests, state highways and road right-of-ways - transportation corridors
Time and place of regularly scheduled board meetings for public participation:	7 PM on the first Tuesday of each month at the Clear Creek Fire Hall, Highway 147, Clear Creek, CA
For more information, contact:	John D. Hackert or Patricia Mudrich
Phone:	(530) 375-9004 or (530) 256-3096

TERMS USED IN THIS REPORT:

<p>Maximum Contaminant Level (MCL): The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.</p> <p>Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (USEPA).</p> <p>Public Health Goal (PHG): The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.</p>	<p>Primary Drinking Water Standards (PDWS): MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.</p> <p>Secondary Drinking Water Standards (SDWS): MCLs for contaminants that affect taste, odor, or appearance of the drinking water. Contaminants with SDWSs do not affect the health at the MCL levels.</p> <p>Regulatory Action Level (AL): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.</p> <p>ND: not detectable at testing limit ppm: parts per million or milligrams per liter (mg/L) ppb: parts per billion or micrograms per liter (ug/L)</p>
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The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

SW5CCR Form

Contaminants that may be present in source water include:

- **Microbial contaminants**, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- **Inorganic contaminants**, such as salts and metals, that can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- **Pesticides and herbicides**, that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- **Organic chemical contaminants**, including synthetic and volatile organic chemicals, that are byproducts of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, agricultural application, and septic systems.
- **Radioactive contaminants**, that can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the USEPA and the state Department of Health Services (Department) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. Department regulations also establish limits for contaminants in bottled water that must provide the same protection for public health.

The tables below list the drinking water contaminants detected during the most recent sampling for the constituent. The presence of these contaminants in the water does not necessarily indicate that the water poses a health risk. The Department allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants do not change frequently. Some of the data, though representative of the water quality, are more than one year old.

Microbiological Contaminants	Highest No. of detections	No. of months in violation	MCL	MCLG	Typical Source of Bacteria
Total Coliform Bacteria	(In a mo.) 1	0	More than 1 sample in a month with a detection	0	Naturally present in the environment
Fecal Coliform or <i>E. coli</i>	(In the year) 1	0	A routine sample and a repeat sample detect total coliform and either sample also detects fecal coliform or <i>E. coli</i>	0	Human and animal fecal waste

Lead & Copper (units) (Sample Date)	No. of samples collected	90 th %tile level detected	AL	PHG	Typical Source of Contaminant
Lead (ppb) (2011)	5	5.4	15	2	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits
Copper (ppm) (2011)	5	0.021	1.3	0.17	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

Chemical or Constituent	Sample Date	Level Detected	MCL	PHG (MCLG)	Typical Source of Contaminant
Sodium (ppm)	2005	3.4	none	none	Generally found in ground & surface water
Hardness (ppm)	2007	53	none	none	Generally found in ground & surface water

Chemical or Constituent	Sample Date	Level Detected	MCL	PHG (MCLG)	Typical Source of Contaminant
Chromium (ppb)	2002	1.8	50	(100)	Erosion of natural deposits

Chemical or Constituent	Sample Date	Level Detected	MCL	PHG (MCLG)	Typical Source of Contaminant
Specific Conductance (uS/cm)	2009	111	1,600	None	Substances that form ions in water
Total Dissolved Solids (TDS) (ppm)	2009	84	1,000	None	Runoff/leaching from natural deposits

Additional General Information on Drinking Water

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Clear Creek CSD - Westwood is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

2011 Consumer Confidence Report

Water System Name: **Westwood Community Services District** Report Date: **June 2012**

We test the drinking water quality for many constituents as required by State and Federal Regulations. This report shows the results of our monitoring through December 31, 2011.

Este informe contiene información muy importante sobre su agua potable. Tradúzcalo ó hable con alguien que lo entienda bien.

Type of water source(s) in use: Groundwater Source
 Name of source(s): Walker Springs
 Drinking Water Source Assessment information: The California Department of Public Health conducted an assessment on our source in April 2002. The source is considered most vulnerable to low density septic systems and railroad yards/maintenance/fueling areas not associated with any detected contaminants.
 Time and place of regularly scheduled board meetings for public participation: Board meetings are held on the first Monday of each month at 7:00 PM at Westwood Community Center.
 For more information, contact: Manager, Randy Buchanan Phone: (530) 256-3211

TERMS USED IN THIS REPORT:

<p>Action Level (AL): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.</p> <p>Maximum Contaminant Level (MCL): The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.</p> <p>Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (USEPA).</p> <p>ND: not detectable at testing limit.</p>	<p>Public Health Goal (PHG): The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.</p> <p>Primary Drinking Water Standards (PDWS): MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.</p> <p>Secondary Drinking Water Standards (SDWS): MCLs for contaminants that affect taste, odor, or appearance of the drinking water. Contaminants with SDWSs do not affect the health at the MCL levels.</p> <p>ppm: parts per million or milligrams per liter (mg/L).</p> <p>ppb: parts per billion or micrograms per liter (ug/L).</p>
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The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

- *Microbial contaminants*, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- *Inorganic contaminants*, such as salts and metals, that can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- *Pesticides and herbicides*, that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- *Organic chemical contaminants*, including synthetic and volatile organic chemicals, that are byproducts of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, agricultural application, and septic systems.
- *Radioactive contaminants*, that can be naturally-occurring or be the result of oil and gas production and mining activities.

To ensure that tap water is safe to drink, the USEPA and the state Department of Health Services (Department) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. Department regulations also establish limits for contaminants in bottled water that must provide the same protection for public health.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/Centers for Disease Control guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Westwood CSD is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

The tables below list the drinking water contaminants detected during the most recent sampling for the constituent. The presence of these contaminants in the water does not necessarily indicate that the water poses a health risk. The Department allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants do not change frequently. Some of the data, though representative of the water quality, are more than one year old.

Microbiological Contaminant	Highest No. of detections	No. of months in violation	MCL	MCLG	Typical Source of Bacteria
Total Coliform Bacteria	(In a mo.) 4	2	More than 1 sample in a month with a detection	0	Naturally present in the environment
Fecal Coliform or <i>E. coli</i>	(In the year) 0	0	A routine sample and a repeat sample detect total coliform and either sample also detects fecal coliform or <i>E. coli</i>	0	Human and animal fecal waste

Microbiological Contaminants	Total No. of Detections	Sample Dates	MCL [MRDL]	PHG (MCLG)	Typical Source of Contaminant
<i>E. coli</i>	(In the year) 0	Monthly Jan. – Dec.	0	(0)	Human and animal fecal waste

Lead & Copper (units) Sample Date	No. of samples collected	90 th %tile level detected	No. sites exceeding AL	AL	PHG	Typical Source of Contaminant
Lead (ppb) 2007	10	1.6	0	15	2	Erosion of natural deposits; internal corrosion of household water plumbing; discharges from industrial manufacturers;
Copper (ppb) 2007	10	210	0	1300	170	Erosion of natural deposits; internal corrosion of household plumbing; leaching from wood preservatives

TABLE 4 - DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD						
Chemical or Constituent (units)	Sample Date	Level Detected	MCL (MRDL)	PHG (MCLG)	Typical Source of Contaminant	
Chromium (ppb)	2002	1.7	50	(100)	Erosion of natural deposits	

TABLE 5 - DETECTION OF CONTAMINANTS WITH A SECONDARY DRINKING WATER STANDARD						
Chemical or Constituent (units)	Sample Date	Level Detected	MCL (MRDL)	PHG (MCLG)	Typical Source of Contaminant	
Chloride (ppm)	2010	1.1	500	none	Runoff/leaching from natural deposits; sea water influence	
Sulfate (ppm)	2010	0.8	500	none	Runoff/leaching from natural deposits; industrial wastes	
Specific Conductance (µS/cm)	2010	146	1600	none	Substances that form ions when in water; sea water influence	
Total Dissolved Solids (ppm)	2010	84	1000	none	Runoff/leaching from natural deposits	

TABLE 6 – SAMPLING RESULTS FOR SODIUM AND HARDNESS						
Chemical or Constituent (units)	Sample Date	Level Detected	MCL (MRDL)	PHG (MCLG)	Typical Source of Contaminant	
Sodium (ppm)	2010	5.33	none	none	Salt present in the water and is generally naturally occurring	
Hardness (ppm)	2010	60	none	none	Generally found in ground & surface water	

TABLE 7 - DETECTION OF UNREGULATED CONTAMINANTS					
Chemical or Constituent (units)	Sample Date	Level Detected	Notification Level	Typical Source of Contaminant	
Vanadium (ppb)	2003	3.7	50	Naturally occurring	

TABLE 8 - DISTRIBUTION SYSTEM DISINFECTION BYPRODUCTS & DISINFECTANT RESIDUALS					
Chemical or Constituent (units)	Sample Date	Level Detected	MCL (MRDL)	PHG (MRDLG)	Typical Source of Contaminant
Chlorine (ppm)	2011	0.3	(4.0)	(4)	Disinfectant added for treatment

ABBREVIATIONS

AB	Assembly Bill
AFY	Acre-Feet per Year
AWWA	American Water Works Association
BLM	Bureau of Land Management
BOD	Biological Oxygen Demand
CALFIRE	California Department of Forestry and Fire Protection
CALPERS	State of California Public Employees' Retirement System
CAO	County Administrative Officer
CCR	California Code of Regulations
CCCSD	Clear Creek Community Services District
CDBG	Community Development Block Grant
CDP	Census Designated Place
CEQA	California Environmental Quality Act
CFD	Mello-Roos Community Facilities District
CFR	Code of Federal Regulations
CKH Act	Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000
CSA	County Service Area
CSD	Community Services District
CSDA	California Special Districts Association
DAC	Disadvantaged Community
DHS	Department of Health Services (California)
DUA	Dwelling Units per Acre
DUC	Disadvantaged Unincorporated Community
EMD	Emergency Medical Dispatch
EMS	Emergency Medical Service
ERAF	Educational Revenue Augmentation Fund
FCI	Federal Correctional Institute

FD	Fire Department
FY	Fiscal Year
gpd	gallons per day
GPS	Global Positioning System
GSRMA	Golden State Risk Management Authority
HOPTR	Home Owner Property Tax Relief
I&I, I/I	infiltration and inflow (wastewater collection systems)
ISO	Insurance Service Organization
LAFCO	Local Agency Formation Commission
LLC	Limited Liability Corporation
LMUD	Lassen Municipal Utility District
MCL	Maximum Contaminant Level
MCLG	Maximum Contaminant Level Goal
MDB&M	Mount Diablo Base and Meridian
MHI	median household income
MRDL	Maximum Residual Disinfectant Level
MRDLG	Maximum Residual Disinfectant Level Goal
MSR	Municipal Service Review (LAFCO)
NFPA	National Fire Protection Association
NKD	no known data
OSHA	Occupational Health and Safety Administration
pCi/L	picocuries per liter (a measure of radiation)
PDWS	Primary Drinking Water Standards
PHG	Public Health Goal (water quality)
PPA	People per Acre
ppb	parts per billion or micrograms per liter (ug/L)
ppm	parts per million or milligrams per liter (mg/L)
ppt	parts per trillion or nanograms per liter (ng/L)

LASSEN LAFCO August 12, 2013
Resolution 2013-0007 CLEAR CREEK CSD and WESTWOOD CSD MSR
Resolution 2013-0008 Westwood CSD Sphere of Influence
Resolution 2013-0009 Clear Creek CSD Sphere of Influence

PUD	Public Utilities District
PVC	polyvinylchloride
SDWA	Safe Drinking Water Act
SDWS	Secondary Drinking Water Standards
SDWSRF	Safe Drinking Water State Revolving Fund
SEMSA	Sierra Medical Services Alliance
SIFC	Susanville Interagency Fire Center
SOI	Sphere of Influence (LAFCO)
TDS	Total Dissolved Solids
TPH	Total Petroleum Hydrocarbons
TT	Treatment Technique
ULFT	ultra-low-flow toilet
US	United States
USDA	United States Department of Agriculture
USEPA	United States Environmental Protection Agency
WWTP	Wastewater Treatment Plant

DEFINITIONS

Acre Foot: The volume of water that will cover one acre to a depth of one foot, 325,850 U.S. Gallons or 1,233,342 liters (approximately).

Aquifer: An underground, water-bearing layer of earth, porous rock, sand, or gravel, through which water can seep or be held in natural storage. Aquifers generally hold sufficient water to be used as a water supply.

Bond: An interest-bearing promise to pay a stipulated sum of money, with the principal amount due on a specific date. Funds raised through the sale of bonds can be used for various public purposes.

California Environmental Quality Act (CEQA): A State Law requiring State and local agencies to regulate activities with consideration for environmental protection. If a proposed activity has the potential for a significant adverse environmental impact, an environmental impact report (EIR) must be prepared and certified as to its adequacy before taking action on the proposed project.

Community Facilities District: Under the Mello-Roos Community Facilities Act of 1982 (Section 53311, et seq.) a legislative body may create within its jurisdiction a special tax district that can finance tax-exempt bonds for the planning, design, acquisition, construction, and/or operation of public facilities, as well as public services for district residents. Special taxes levied solely within the district are used to repay the bonds.

Community Services District (CSD): A geographic subarea of a county used for planning and delivery of parks, recreation, and other human services based on an assessment of the service needs of the population in that subarea. A CSD is a taxation district with independent administration.

Groundwater: Water under the earth's surface, often confined to aquifers capable of supplying wells and springs.

Impact Fee: A fee, also called a development fee, levied on the developer of a project by a county, or other public agency as compensation for otherwise-unmitigated impacts the project will produce. California Government Code Section 66000, et seq., specifies that development fees shall not exceed the estimated reasonable cost of providing the service for which the fee is charged. To lawfully impose a development fee, the public agency must verify its method of calculation and document proper restrictions on use of the fund.

Infrastructure: Public services and facilities such as sewage-disposal systems, water-supply systems, and other utility systems, schools and roads.

Land Use Classification: A system for classifying and designating the appropriate use of properties.

Leapfrog Development; New development separated from existing development by substantial vacant land.

Local Agency Formation Commission (LAFCO): A five-or seven-member commission within each county that reviews and evaluates all proposals for formation of special districts, incorporation of cities, annexation to special districts or cities, consolidation of districts, and merger of districts with cities. Each county's LAFCO is empowered to approve, disapprove, or conditionally approve such proposals. The LAFCO members generally include two county supervisors, two city council members, and one member representing the general public. Some LAFCOs include two representatives of special districts.

Maximum Contaminant Level (MCL): The designation given by the U.S. Environmental Protection Agency (USEPA) to water-quality standards promulgated under the Safe Drinking Water Act. The MCL is the greatest amount of a contaminant that can be present in drinking water without causing a risk to human health.⁸²

Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (USEPA).

Maximum Residual Disinfectant Level (MRDL): The level of a disinfectant added for water treatment that may not be exceeded at the consumer's tap.

Maximum Residual Disinfectant Level Goal (MRDLG): The level of a disinfectant added for water treatment below which there is no known or expected risk to health. MRDLGs are set by the U.S. Environmental Protection Agency.

Mello-Roos Bonds: Locally issued bonds that are repaid by a special tax imposed on property owners within a community facilities district established by a governmental entity. The bond proceeds can be used for public improvements and for a limited number of services. These bonds are named after the program's legislative authors.

Ordinance: A law or regulation set forth and adopted by a governmental authority.

Potable Water: Water of a quality suitable for drinking.⁸³

Primary Drinking Water Standards (PDWS): MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

Proposition 13: (Article XIII A of the California Constitution) Passed in 1978, this proposition enacted sweeping changes to the California property tax system. Under Proposition 13, property taxes cannot exceed 1% of the value of the property and assessed valuations cannot increase by more than 2% per year. Property is subject to reassessment when there is a transfer of ownership or improvements are made.⁸⁴

Proposition 218: (Article XIII D of the California Constitution) This proposition, named "The Right to Vote on Taxes Act", filled some of the perceived loopholes of Proposition 13. Under Proposition 218, assessments may only increase with a two-thirds majority vote of the qualified voters within the District. In addition to the two-thirds voter approval requirement, Proposition 218 states that effective July 1, 1997, any assessments levied may not be more than the costs necessary to provide the service, proceeds may not be used for any other purpose other than providing the services intended, and assessments may only be levied for services that are immediately available to property owners.⁸⁵

Public Health Goal (PHG): The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

⁸² <http://ga.water.usgs.gov/edu/dictionary.html>

⁸³ <http://ga.water.usgs.gov/edu/dictionary.html>

⁸⁴ http://www.californiataxdata.com/A_Free_Resources/glossary_PS.asp#ps_08

⁸⁵ http://www.californiataxdata.com/A_Free_Resources/glossary_PS.asp#ps_08

Ranchette: A single dwelling unit occupied by a non-farming household on a parcel of 2.5 to 20 acres that has been subdivided from agricultural land.

Regulatory Action Level (AL): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

Secondary Drinking Water Standards (SDWS): MCLs for contaminants that affect taste, odor, or appearance of the drinking water. Contaminants with SDWSs do not affect the health at the MCL levels.

Specific Yield: The specific yield for a water well is the percent of space in the ground that will drain by gravity when the water table drops. Specific yield is reported as a percent. Higher specific yields tend to be indicative of higher aquifer production. An example of a good specific yield is 7 percent, which is a typical average specific yield of aquifers in the Sacramento Valley.⁸⁶

Sphere of Influence (SOI): The probable physical boundaries and service area of a local agency, as determined by the Local Agency Formation Commission (LAFCO) of the county.

Total Dissolved Solids (TDS): A quantitative measure of the residual minerals dissolved in water that remains after evaporation of a solution. Usually expressed in milligrams per liter. Abbreviation: TDS.⁸⁷

Treatment Technique (TT): A required process intended to reduce the level of a contaminant in drinking water.

Urban: Of, relating to, characteristic of, or constituting a city. Urban areas are generally characterized by moderate and higher density residential development (i.e., three or more dwelling units per acre), commercial development, and industrial development, and the availability of public services required for that development, specifically central water and sewer service, an extensive road network, public transit, and other such services (e.g., safety and emergency response). Development not providing such services may be “non-urban” or “rural”. CEQA defines “urbanized area” as an area that has a population density of at least 1,000 persons per square mile (Public Resources Code Section 21080.14(b)).

Urban Services: Utilities (such as water, gas, electricity, and sewer) and public services (such as police, fire protection, schools, parks, and recreation) provided to an urbanized or urbanizing area.

Variations and Exemptions: Department (of Public Health) permission to exceed an MCL or not comply with a treatment technique under certain conditions.

Zoning: The division of a city by legislative regulations into areas, or zones, that specify allowable uses for real property and size restrictions for buildings within these areas; a program that implements policies of the general plan.

⁸⁶ Lake County Watershed Protection District, “Lake County Groundwater Management Plan”, March 31, 2006, P.2-4.

⁸⁷ <http://rubicon.water.ca.gov/v1cwp/glssry.html>

LASSEN LAFCO August 12, 2013
Resolution 2013-0007 CLEAR CREEK CSD and WESTWOOD CSD MSR
Resolution 2013-0008 Westwood CSD Sphere of Influence
Resolution 2013-0009 Clear Creek CSD Sphere of Influence

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Colusa County Ordinance No 674, An Ordinance of the Colusa County Board of Supervisors Increasing Water Service Fees; Authorizing Administrative Fees; Providing for the Collection of Delinquent charges; and Directing That No New Water Hook-ups be permitted for County Service Area Number 2-Stonyford, March 16, 2004.

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LASSEN LAFCO August 12, 2013
Resolution 2013-0007 CLEAR CREEK CSD and WESTWOOD CSD MSR
Resolution 2013-0008 Westwood CSD Sphere of Influence
Resolution 2013-0009 Clear Creek CSD Sphere of Influence
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