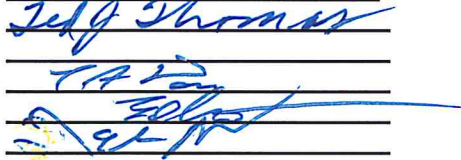


**SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
June 21, 2019**

Draft

APPROVED BY DIRECTORS:



MEETING PLACE: EAGLE LAKE COMMUNITY CENTER, SPALDING.

BOARD MEMBERS/STAFF PRESENT: MIKE ARNOLD CHAIRPERSON, TED THOMAS, VICE-CHAIRPERSON, LARRY DOSS, ED LAWSON, DARREN READ

MEETING CALLED TO ORDER BY Mike Arnold AT 2:02 PM
PLEDGE OF ALLEGIANCE

CORRECTIONS AND/OR CHANGES TO THE AGENDA

No changes were made.

CONSENT AGENDA

- 2.01 **Approval of Minutes for Board of Directors Meeting May 17, 2019**
Meeting was continued to June 21, 2019 due to a lack of quorum.
- 2.02 **Approval of Paid District Expenditures for the Months of May and June**
Motion: Approve District expenditures for the end of May and the first half of June 2019.
First: Mike Arnold Second: Larry Doss
Ayes: 5

REGULAR AGENDA

- 3.01 No items were removed from the consent agenda.
- 3.02 **Fire Chief Report**
Cliff Spediacci reported they had 4 calls in May and 6 calls in June. Pete Heimbigner, Airport Manager, Lassen County Public Works working with Mike Garcia had a load of gravel delivered for the airport road. Larry Doss and Gary Davis spread the gravel.
- 3.03 **Board Member/ Committee Reports / Board Member Comments**
- * **Fueling System** – Mike Arnold reported the permit for installation of new fueling system was corrected and approved. Ed Staub & Sons bid of \$10,035.67 remains the same. Amps Electric Co. bid for installing the fuel dispensing system increased to \$15,139.13 which includes work already completed and pricing based on California Prevailing Wage. The system is still cost effective for the district. The district is moving forward with a 50% down payment.
 - * **FEMA Road Repair Funds** –Public Works is responsible for the FEMA grant money to repair roads. Ted Thomas will meet with them early next week to determine how the project will move forward and report back. This item will be continued.
 - * **Trailer and Vehicle Clean-up Program** –The clean-up committee sent out postcards reminding residence that the clean-up is still going on. There have been lots of calls in response to the reminder. There was also discussion regarding moving forward with cleaning properties that have junk piles, abandoned vehicles and debris. The clean-up committee has agreed to help with identifying these properties but will start with complaints from neighbors. Mike Arnold suggested the people involved with this process familiarize themselves with policies and ordinances that allow the district to move in this direction. A special thanks to Gary and Judy Davis who are spearheading the clean-up.
 - * **Sewer Pond Grant/SCADA/Internet** -Everything is good and moving forward with the sewer pond. The big pond looks like it can be closed, and the district will be getting some money back. SCADA is working. The weather station is tied into SCADA and is used for collecting data for the state on wildfire risk and long-term weather changes in the area. The data collection is required as part of the grant. The internet has improved.

* **Fee Study** – Mark Adam of NorthStar Engineering is conducting a fee study on the sewer project. He is compiling budget data from past years to project future numbers. He spoke to Mary Cheek, the District Accountant, and will need more information before signing off on these projections. A recommendation should be available within 30-60 days.

3.04 **General Manager Update** – Mike Arnold spoke on the need for a General Manager. PG&E have put out prior notices of power outages this year. Mike encouraged people to be prepared and help out neighbors. When appropriate a sign will be posted in the district window.

Opened Public Hearing – Spalding Community Services District 2019-20 FY Recommended Budget at 2:50 p.m.

3.05 **Spalding Community Services District Fiscal Budget 2019-20** – On May 3, 2019, the Board of Directors received the recommended budget for FY 2019-20 and directed a public hearing for its consideration to commence on June 21, 2019. Darren Read reviewed the budget, reporting that the Board has made significant progress towards streamlining the District's budget, making the budget more comprehensible, as well as fixing multiple deferred maintenance projects. The District is facing a number of uncertainties in the future: employee recruitment and retention; costs increasing faster than revenue; collected revenue not sufficient to plan for future capital replacement fund contingencies; and additional revenue will be needed from the capital replacement fund to fix deferred sewer system maintenance.

Notable budget changes for FY 2019-20 include:

- **Miscellaneous:** the elimination of the Administrative Fund, incomes highlighted in red; cleaned up and deleted multiple redundant Balances and Income accounts; created a Wages and Fee sheet; and created any organizational chart
- **Fire:** Fire Department's budget generated through the Fire Department's parcel assessment fee; deleted salary and benefits funds; includes funds to paint the interior of the fire station; set aside \$2,000 for administrative costs including direct labor hours of management, accounting and maintenance staff.
- **Recreation:** Recreation Department's budget generated from collected parking and boat launch permit fees; includes funds for maintenance worker, utilities and administrative allocations
- **Sewer:** Sewer Department's budget generated through collected operations and maintenance fees; salaries increased by \$3,599; includes \$14,000 for maintenance and building improvements; and includes \$3,854 for the capital improvement fund.

Motion: Approve Spalding Community Services District Fiscal Budget for 2019-20.

First: Darren Read

Second: Mike Arnold

Ayes: 5

PUBLIC COMMENT

No public comment.

Regular Meeting adjourned at 3:06 p.m.

Board met in closed session to discuss hiring of a Sewer Operator.

Open meeting called to order at 4:05 p.m. Mike Arnold reported out that the Board approved the hiring of a Sewer Operator.

ADJOURNED

Motion: To adjourn the meeting at 4:08 p.m.

First: Ed Lawson

Second: Mike Arnold

Ayes: 5

Next regular meeting scheduled for July 19, 2019 at 3:00pm

Respectfully submitted by: Sharon Moats