

# SPALDING COMMUNITY SERVICES DISTRICT

## BOARD OF DIRECTORS

### REGULAR MEETING AGENDA

OCTOBER 19, 2018

3:00 PM

MIKE ARNOLD  
INTERIM GENERAL MANAGER &  
CLERK OF THE BOARD

MEETING LOCATION  
EAGLE LAKE COMMUNITY CENTER  
502-907 MAHOGANY WAY, SUSANVILLE, CA 96130

MEMBERS OF THE BOARD  
MIKE ARNOLD, BOARD CHAIR  
TED THOMAS, BOARD VICE CHAIR  
LARRY DOSS, DIRECTOR  
ED LAWSON, DIRECTOR  
DARREN READ, DIRECTOR

---

#### WELCOME TO THE SCSD BOARD MEETING – PLEASE SIGN IN

1. CALL TO ORDER

Pledge of allegiance

2. CORRECTIONS AND/OR CHANGES TO THE AGENDA

3. CONSENT AGENDA

3.01 Approval of Minutes for Board of Directors Meeting – Submitted for approval are the minutes from the September 21, 2018 Board of Directors meeting. Action requested – APPROVE BOARD MINUTES FOR SEPTEMBER 21, 2018, AND AUTHORIZE THE BOARD CHAIR TO SIGN (Admin)

3.02 Approval of Paid District Expenditures for the Month of October – Submitted for approval are the Districts expenditures for the end of September and first half of October. Action requested – APPROVE DISTRICT EXPENDITURES AND AUTHORIZE THE BOARD CHAIR TO SIGN (Admin)

4. REGULAR AGENDA

4.01 Any items removed from the consent agenda for Board consideration and action

4.02 Fire Chiefs report to the Board

4.03 Board member / Committee Reports / Board Member Comments  
(Pursuant to California State law, the Board is prohibited from taking action on any item not listed on the agenda)

4.04 General Managers update; current issues, District Budget update, etc.

4.05 Resolution approving the Fire Departments Fire Capital Equipment & Facilities Improvement Plan – The District is required by Lassen County Ordinance 09-005 to approve a Fire Capital Facilities Improvement Plan for the Fire Department. The approval of the plan will allow the fire Department access to the Districts collected Development Impact Fees for future fire station expansions. Action requested – APPROVE THE RESOLUTION AND AUTHORIZE THE BOARD CHAIR TO SIGN (Fire)

- 4.06 Approval of the purchase of a new Rescue – The Fire Department recommends approval to purchase a new 2017, Ford F350, North Star, type 1 Ambulance (Rescue). The new Rescue is a demo unit and would replace the current 1994 Rescue that is no longer operationally sound to serve the community. The new Rescue would be funded using a combination of Fire Parcel Assessment Fees and community donations. The total cost of the new Rescue is less than \$160,000. Action requested – 1) APPROVE CAPITAL ASSET PURCHASE; and 2) APPROVE BUDGET ADJUSTMENT AND AUTHORIZE THE BOARD CHAIR TO SIGN PURCHASE AGREEMENT (Fire)
- 4.07 Approval of the purchase of a new Gurney – The Fire Department recommends approval to purchase a new Striker Gurney for the new Rescue. The new Gurney is electric, will fit into the new rescue nicely and will help prevent a future back injury to a firefighter. Ninety percent of the Fire Departments requests for service are EMS related and the new Gurney will serve the community well. The new Gurney would be funded using a combination of Fire Parcel Assessment Fees, and community donations. The total cost of the new Gurney is \$15,357.07. Action requested – 1) APPROVE CAPITAL ASSET PURCHASE; and 2) APPROVE BUDGET ADJUSTMENT (Fire)
- 4.08 Discussion about the Fuel System in the District Yard – Review the status of the proposed new fueling system and provide additional input. Action requested – DISCUSS, PROVIDE DIRECTION AND/OR APPROVE CHANGES TO THE PROPOSED FUEL SYSTEM (Fire)
- 4.09 Discussion about changing the days the District office is open to the public – Discussion about adopting a change to the number of days the District Office is open to the public; winter hours (October 15 through May 15) - open two days per week), and summer hours (May 16 through October 14 - open three days per week). The actual changed between winter/summer changes would take place on a Monday. Action requested – DISCUSS, PROVIDE DIRECTION AND/OR APPROVE CHANGES TO THE PROPOSED OPEN TO THE PUBLIC SCHEDULE (Admin)
- 4.10 Discussion about a new District Credit Card – Review and discussion of the options for the new District credit card. Action requested – DISCUSS, PROVIDE DIRECTION AND/OR APPROVE PROPOSED CHANGES TO THE DISTRICTS CREDIT CARD (Admin)

**5. PUBLIC HEARING AND TIMED ITEMS**

**6. BOARD OF DIRECTORS PUBLIC COMMENT**

Comments to the Board on issues and items not listed on the agenda. Presentations will be limited to five minutes. Please note that pursuant to California State law, the Board of Directors is prohibited from taking action on any item not listed on the agenda.

**7. BOARD OF DIRECTORS CLOSED SESSION**

- 7.01 District employee compensation and expectations

8. ADJOURNED

## **Information and Procedures Concerning the Agenda and Board of Directors Meetings**

### **Meeting Information:**

Meetings are generally held the third Friday of each month. Meetings start at 3:00 p.m. and are held in the Eagle Lake Community Center, 502-907 Mahogany Way, Susanville. At the end of each year the Board adopts a meeting schedule for the upcoming year. Meeting dates can be changed as a result of holidays or other events so please check the meeting calendar to be certain. Copies of the adopted meeting calendar for the year are available in the District Office or on the Districts website.

### **Agenda Information:**

The agenda for every meeting of the Board is posted in front of the District Office at least 72 hours before each meeting, and is also available on the Districts website. A copy of the agenda and supporting materials provided to the Board of Directors members to explain each agenda item (excluding documents that are not a public record within the meaning of the Public Records Act) are available for your review at the District Office (please do not remove items from these files), and on the District website. Copies of supporting materials can be made for you at a charge to cover costs.

### **Agenda Format and Meeting Order:**

The agenda is usually organized into the following areas and meetings generally proceed in the following order:

3. Consent Agenda: these are items that are considered routine and are handled by one motion and vote of the Board. If you wish to discuss any item on the Consent Agenda you can either fill out a speaker card (located in the back of the board room) and give it to the Clerk of the Board (sitting to the left of the Board) or, when the Chair asks if there is anything anyone would like to remove from the Consent Agenda, stand and approach the podium and request the item be removed. The removed items are discussed at the end of the Regular Agenda.
4. Regular Agenda: this is where presentations to the Board and items that require full discussion are heard. Items removed from the Consent Agenda are discussed under this section.
5. Public Hearing and Timed Items: this is where items that are required by law to be heard as a public hearing are set. This is the section where appeals before the Board are usually discussed. Hearings may start after the time listed, but will never start before the time listed.
6. Public Comment: this is the area of the agenda where members of the audience may address the Board on any matter not listed on the agenda. The Board, by law, cannot take action on any matter not listed on the agenda, but may respond to statements or questions and provide staff direction.
7. Closed Session: the Board is authorized, by law, to meet in a closed session in certain circumstances. This area of the agenda identifies those items that will be discussed during the closed session.

### **Public Participation:**

It is the policy of the Board of Directors, and a requirement of the California Open Meetings Law, to allow members of the public the opportunity to comment on all matters before the Board. Public participation is limited to matters within the subject matter jurisdiction of the Board pursuant to Government Code Section 54954.3. The Board has adopted policy and procedures to facilitate the meeting process and conduct.

The Board of Directors is committed to making its proceedings accessible to all citizens. Individuals with special needs should call the District Office at 530.825.3258, Tuesday through Friday, 9:30 a.m. to 3:30 p.m. to request disability-related modifications/accommodations or to request materials in alternate formats. All requests for special accommodations and/or alternative format documents must be made 48 hours prior to the meeting.