

SPALDING COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

MEETING AGENDA

January 19, 2024

3:00 PM

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



MEETING LOCATION

EAGLE LAKE COMMUNITY CENTER
502-907 MAHOGANY WAY, SUSANVILLE, CA 96130
530-825-3258

WELCOME TO THE SCSD BOARD MEETING - PLEASE SIGN IN

1. CALL TO ORDER

2. ROLL CALL

___ Mike Arnold (via phone) ___ Randy Aubrey ___ Larry Doss
___ Ed Lawson ___ Ted Thomas

3. PLEDGE OF ALLEGIANCE

4. ELECTION OF OFFICERS:

A. Election of Board Chair/Vice Chair

5. APPROVAL OF THE AGENDA

6. CLOSED SESSION

Pursuant to Government Code section 54957(b) consideration of the appointment, employment, and/or evaluation of performance. Title: General Manager

7. PUBLIC COMMENT - Members of the public may provide public comment on any item on the Board's agenda, or on any item that is within the subject matter jurisdiction of this Board. Public comments are limited to five (5) minutes (unless the Chairman of the Board grants a longer period of time). Comments by members of the public on an item that appears on the agenda will only be allowed during consideration of the item by the Board.

8. APPROVAL OF MINUTES

A. Submitted for approval are the minutes from the October 20, 2023 Board Meeting.
B. Submitted for approval are the minutes from the December 15, 2023 Board Meeting.
C. Submitted for approval are the minutes from the January 8, 2024 Special Meeting.

9. FIRE CHIEF REPORT TO BOARD

A. 2 Medical calls in December
B. The new water tender is now in service
C. Volunteers are starting 1st Aid and CPR/AED Refresher training in February
D. Sale of the old fire truck

10. GENERAL MANAGER REPORT TO BOARD
 - A. District Financials
 - B. Resignation of District Office Manager/Opening Search for Replacement
11. SEWER REPORT
See Attached Report
12. BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS
13. NEW BUSINESS
 - A. Consideration and Approval of First Amendment to Employment Agreement – General Manager.
 - B. Resolution 2024-01 Dump Truck as Surplus/Sell at Auction
 - C. Board Discussion on Suggestions/Implementation of District Projects for Board Members and the Development of Committees
14. CONTINUING BUSINESS
 - A. No Report
15. ADJOURN

The Next Board Meeting will be on February 16, 2024

APPROVAL OF AGENDA

CLOSED SESSION

APPROVAL OF MINUTES

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
October 20, 2023

APPROVED BY DIRECTORS:

1. MEETING CALLED TO ORDER: Mike Arnold called the meeting to order at 3:00 pm

<u>Roll Call</u>	<u>Present</u>	<u>Not Present</u>
Mike Arnold	<u> X </u>	<u> </u>
Randy Aubrey	<u> </u>	<u> X </u>
Larry Doss	<u> X </u>	<u> </u>
Ed Lawson	<u> X </u>	<u> </u>
Ted Thomas	<u> </u>	<u> X </u>

3. PLEDGE OF ALLEGIANCE
The pledge of allegiance was spoken

4. APPROVAL OF THE AGENDA

Motion: Approve the Agenda
First: Mike Arnold moved to approve the agenda as amended
Second: Ed Lawson second
Roll Call: Yes: Mike Arnold, Larry Doss, Ed Lawson
Not present: Randy Aubrey, Ted Thomas

5. APPROVAL OF MINUTES

Motion: Approve the minutes from September 15, 2023 Special Board of Directors meeting (Public Hearing).
First: Mike Arnold moved to approve the minutes
Second: Ed Lawson second
Roll Call: Yes: Mike Arnold, Larry Doss, Ed Lawson, Randy Aubrey
Not Present: Ted Thomas

Motion: Approve the minutes from September 15, 2023 Board of Directors meeting.
First: Mike Arnold moved to approve the minutes
Second: Ted Thomas second
Roll Call: Yes: Mike Arnold, Larry Doss, Ed Lawson, Randy Aubrey, Ted Thomas

6. PUBLIC COMMENT

- A. Mick Hill suggests the community form a volunteer only committee to help with some of the sewer issues. Mick also stated that the district sewers lines are substandard and need to be jetted.
- B. Mike Arnold thought participation by the community was a good thing and would like to see a committee put together to review the sewer system but needs to look at possible liability issues first.

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
October 20, 2023

C. Kari Graton suggested that the general manager needed to make a staff report on each action item

7. FIRE CHIEF REPORT TO BOARD

A. Fire Chief Cliff Spediacci reported there were 10 medical calls in September. Fire chief also reported that he was getting a dumpster for the overhanging tree limbs they have previously cut down. He will continue cutting down tree limbs that hang over the road sometimes in March or April.

B. Mick Hill stated he could bring his chipper down if needed.

C. Cliff also reported he wanted to sell the 1987 International fire truck. There was further discussion.

D. Mike Arnold discussed the possibility of a Cal Fire grant that would allow homeowners to get rid of excess wood on their property.

8. GENERAL MANAGER REPORT TO BOARD

A. Marlane Morse provided an update on the district taking back the accounting from Lasson County. There was further discussion.

B. Marlane Morse announced that the district CPA (Susan Brown) had retired, and she was in the process of hiring a new CPA (Andrea Drew).

C. Barbara Willard had questions regarding the complexity of the finances. Marlane Morse explained that 3 months worth of finances was done in one day.

9. SEWER DEPARTMENT REPORT

A. David Handy brought in a guest speaker, Dan LaFontaine from Cal Rural Water Association to talk about the pitless and pump system and the issues that are happening with the system.

B. Dan LaFontaine gave some background on Cal Rural Water Association, and its willingness to help the District.

C. Dan LaFontain suggested that the district look into having a Geo Tech investigation done and explained there could possibly be grants for that.

D. Kari Graton talked about changing the ordinance and looking into adding a lock out valve to the residents who aren't paying their sewer bills

E. Kari Graton recommended that the GM should have a written plan of action, and to document that the district is working on the problems with the sewer system and add that into her reports.

F. GM Marlane Morse talked about replacing the current Scada system with a radio system that's much simpler to manage and less complicated. Further information to followed.

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
October 20, 2023

10. BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS

- A. Larry Doss talked about having two Board meetings a month.
- B. Mike Arnold talked about the importance of fixing and simplifying the sewer system we have.

11. NEW BUSINESS

Dan LaFontaine spoke during the sewer report. He spoke about the importance of getting the sewer in working order, he explained the problem with “the pitless” and how it should work. He also explained about bringing pumps up to fix from the outside as a work around to the current pitless problem. He and SUSP Engineering are looking for grants for the District. It was mentioned that there will be some need for front money to obtain certain grants.

12. CONTINUING BUSINESS

- A. Marlane Morse did the first reading Ordinance #4, Article 5.05.030

13. ADJOURN

Motion: Motion to adjourn
First: Larry Doss moved to adjourn
Second: Ed Lawson second
Roll Call: Yes: Mike Arnold, Larry Doss, Ed Lawson
Not present: Randy Aubrey, Ted Thomas

The meeting was adjourned at 5:14 pm.

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
December 15, 2023

APPROVED BY DIRECTORS:

1. CALL TO ORDER: Larry Doss called the meeting to order at 3:00 pm.

<u>Roll Call</u>	<u>Present</u>	<u>Not Present</u>
Mike Arnold	_____	<u> X </u>
Larry Doss	<u> X </u>	_____
Randy Aubrey	_____	<u> X </u>
Ed Lawson	<u> X </u>	_____
Ted Thomas	<u> X </u>	_____

2. PLEDGE OF ALLEGIANCE

The pledge of allegiance was spoken

3. PUBLIC COMMENT

A. Mick Hill announced that he wanted to reopen the market at the corner of Mahogany and Lake View.

B. Kari Graton mentioned purchase orders should be made on all checks that are going out. Further discussion followed.

C. Dan James suggested that a graph be made showing the number of delinquencies and added to the financial report.

5. APPROVAL OF THE AGENDA

Motion: Motion to approve the Agenda

First: Ted Thomas moved to approve the agenda

Second: Ed Lawson second

Roll Call: Yes: Larry Doss, Ed Lawson, Ted Thomas

Not Present: Mike Arnold, Randy Aubrey

6. APPROVAL OF MINUTES

A. Submitted for approval are the minutes from the October 20,2023 Board Meeting. The October minutes will be approved in the January Board Meeting because there were not appropriate Directors available from that meeting to approve.

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
December 15, 2023

B. Submitted for approval are the minutes from November 17th, 2023 Board Meeting

Motion: Approve the minutes from November 17, 2023 Board Meeting
First: Larry Doss moved to approve the November 17, 2023 Board Minutes
Second: Ted Thomas seconded
Roll Call: Yes: Ed Lawson, Ted Thomas, Larry Doss
Not Present: Mike Arnold, Randy Aubrey

7. FIRE CHIEF REPORT TO BOARD

No Report

8. GENERAL MANAGER REPORT TO BOARD

A. District Financials

There was some discussion regarding what vendors the checks were actually paying.
There was further discussion regarding how the financials were being presented to the Board.

9. SEWER REPORT

There was some discussion regarding David's report.

10. BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS

A. Ed Lawson mentioned that he has fire wise packages made for the next 3 months.
The Community Tree Trimming previously by the Fire Department with help from other community volunteers will count towards Fire Wise certification.

11. NEW BUSINESS

No New Business

12. CONTINUING BUSINESS

No Continuing Business

14. ADJOURN

Motion: Motion to adjourn
First: Ed Lawson moved to adjourn
Second: Ted Thomas seconded
Roll Call: Yes: Ed Lawson, Ted Thomas, Larry Doss
Not present: Mike Arnold, Randy Aubrey

The meeting was adjourned at 3:49 pm

SPALDING COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
SPECIAL MEETING
JANUARY 8, 2023

APPROVED BY DIRECTORS:

1. MEETING CALLED TO ORDER: Mike Arnold called the meeting to order at 1:00 pm.

<u>Roll Call</u>	<u>Present</u>	<u>Not Present</u>
Mike Arnold	<u>X</u>	_____
Randy Aubrey	<u>X</u>	_____
Larry Doss	<u>X</u>	_____
Ed Lawson	<u>X</u>	_____
Ted Thomas	<u>X</u>	_____

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was spoken.

3. PUBLIC COMMENT

Members of the public may provide public comment on any item on the Board's agenda, or on any item that is within the subject matter jurisdiction of this Board. Public comments are limited to five (5) minutes (unless the Chairman of the Board grants a longer period of time). Comments by members of the public on an item that appears on the agenda will only be allowed during consideration of the item by the Board.

There were no public comments.

4. APPROVAL OF THE AGENDA

Motion: Approve the Agenda

First: Ted Thomas moved to approve the Special Meeting Agenda

Second: Ed Lawson second

Roll Call: Yes: Mike Arnold, Larry Doss, Ed Lawson, Randy Aubrey, Ted Thomas

5. CLOSED SESSION

A. The Board adjourned to closed session pursuant to Government Code section 54957(b) consideration of the appointment, employment, and/or evaluation of performance. Title: General Manager as stated in item 6 on the agenda at 1:02 pm.

B. The Board returned from closed session at 3:30 pm. Mike stated that in closed session, the Board took up agenda item #6 and gave direction to staff and legal counsel. No reportable action.

6. ADJOURN

Motion: Motion to Adjourn

First: Ted Thomas moved to adjourn the Board

Second: Ed Lawson second

Roll Call: Yes: Mike Arnold, Larry Doss, Ed Lawson, Randy Aubrey, Ted Thomas

The Special Meeting was adjourned at 3:45 pm

FIRE CHIEF REPORT

GENERAL MANAGER

**Spalding Sewer Finances - December 2023
Revenue**

227 Sewer Fund				23/24 FY
Account #	Balances and Income	23/24 Budget	23/24 to date	Remaining Budget
0100000	Cash Balance	16,986	16,986.74	0.74
2011200	Rental Income (chairs, tables, building)			
2011200	Rental Income (Directory Signs)			
2011200	Fire Apparatus Rental			
2011200	Misc Income (Donations, Equipment Sales, Etc.)			
2012200	Operating Trans In (Trust/US Bank Transfers)	35,000	530,619.41	495,619.41
2003000	Interest Income	1,200	31.95	1,168.05
2006200	State Grants			
2007200	Federal Grants			
2012200	Capital Improvement (Dev Imp Fees)			
2008106	Sewer Service Fees			
2010600	Sewer Operations/Maint. Assessments	190,000	86,234.00	103,766.00
2000600	Other Charges Current Services (County adj to correct incorrect income placement)			
2001300	Annual Parking Permits			
2001300	Day Use Fees			
2001300	Dock Permit & Slip Sales			
2020000	Revenue - Special Districts			
	Revenue, Transfers In & Cash	243,186.00	633,872.10	600,554.20

**Spalding Sewer Finances - December 2023
Expenses**

		227 Sewer Fund		23/24 FY
Account #	Balances and Income	23/24 Budget	23/24 to date	Remaining Budget
3000100	Salaries and Wages	100,000.00	47,320.88	52,679.12
3000211	Special District Benefits	25,000.00	13,241.39	11,758.61
3001200	Communications	20,000.00	6,505.87	13,494.13
3001500	Insurance (workers Comp/auto/Liability)	15,000.00	4,177.00	10,823.00
3001700	Maintenance - Equipment	9,000.00	3,913.28	5,086.72
3001701	Maintenance Vehicles & Fuel	10,000.00	6,258.05	3,741.95
3001800	Maintenance Building/Improvements	6,000.00	4,060.08	1,939.92
3002000	Memberships	2,300.00	1,544.00	756.00
3002200	Office Expenses	5,000.00	1,426.83	3,573.17
3002201	Postage	800.00	845.30	(45.30)
3002300	Professional and Specialized Services	26,786.00	21,690.28	5,095.72
3002400	Publications and Legal Notices	1,000.00	538.18	461.82
3002500	Rents and Leased Equipment	2,300.00	1,636.11	663.89
3002700	Small Tools and Minor Equipment	2,000.00		2,000.00
3002900	Transportation and Travel			
3002901	Conferences and Training			
3003000	Utilities	18,000.00	3,178.28	14,821.72
3006100	Buildings/Improvements - Capital Improv.			
3006110	Bank Service Charges		1,948.67	(298.67)
3006200	Equipment			
3007000	Administrative Allocation - Transfer Out (transfer to Fire)		115,334.81	
3008500	Bond/Solar (Special Items)			
Total Expenses		243,186.00	233,619.01	126,551.80
Budget Balance (Revenue Minus Total Expenses)			400,253.09	

10:55 AM

01/11/24

Spalding Community Services District
Reconciliation Summary
Sewer US Bank Account, Period Ending 12/31/2023

	<u>Dec 31, 23</u>
Beginning Balance	429,335.58
Cleared Transactions	
Checks and Payments - 31 items	-30,833.17
Deposits and Credits - 2 items	1,750.68
Total Cleared Transactions	<u>-29,082.49</u>
Cleared Balance	<u><u>400,253.09</u></u>
Uncleared Transactions	
Checks and Payments - 7 items	-4,352.99
Deposits and Credits - 35 items	5,988.76
Total Uncleared Transactions	<u>1,635.77</u>
Register Balance as of 12/31/2023	<u><u>401,888.86</u></u>
New Transactions	
Checks and Payments - 12 items	-7,396.01
Deposits and Credits - 3 items	6,799.65
Total New Transactions	<u>-596.36</u>
Ending Balance	<u><u>401,292.50</u></u>



SPALDING COMMUNITY SERVICES DISTRICT
 GENERAL OPERATING ACCOUNT
 502-907 MAHOGANY WAY
 SUSANVILLE CA 96130-9237

BUSINESS STATEMENT
 Account Number:

Statement Period:
 Dec 1, 2023
 through
 Dec 31, 2023
 Page 2 of 2



UNICIPAL INVESTOR CHECKING

Member FDIC

Bank National Association

Account Number

Account Summary

Beginning Balance on Dec 1	# Items	\$	429,335.58	Interest Paid this Year	\$	98.29
Customer Deposits	1		1,715.60	Number of Days in Statement Period		31
Other Deposits	1		35.08			
Other Withdrawals	3		2,514.78-			
Checks Paid	28		28,318.39-			
Ending Balance on Dec 31, 2023		\$	400,253.09			

Customer Deposits

Member	Date	Ref Number	Amount
	Dec 21	8914086935	1,715.60

Total Customer Deposits \$ 1,715.60

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Dec 29	Interest Paid	2900003804	\$ 35.08 ✓

Total Other Deposits \$ 35.08

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Dec 14	Analysis Service Charge	1400000000	\$ 298.67- ✓
Dec 15	Electronic Withdrawal To EMPLOYMENT DEVEL	2282533055EDD EFTPMT265675360	224.12- ✓
Dec 15	Electronic Withdrawal To IRS	3387702000USATAXPYMT270374981667493	1,991.99- ✓

Total Other Withdrawals \$ 2,514.78-

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
70	Dec 14	8914084491	207.66 ✓	0191	Dec 19	8315957905	1,244.00 ✓
76*	Dec 1	9212402303	2,012.51 ✓	0192	Dec 18	8013767808	1,650.00 ✓
78*	Dec 4	8014530342	600.00 ✓	0193	Dec 18	8016339467	538.06 ✓
77*	Dec 6	8614736152	1,308.24 ✓	0195*	Dec 27	8615057546	68.44 ✓
78	Dec 6	8614736157	338.05 ✓	0196	Dec 29	9214925063	162.38 ✓
79	Dec 11	8014812967	417.02 ✓	0198*	Dec 26	8316677638	1,890.63 ✓
81*	Dec 7	8912765378	724.54 ✓	0200*	Dec 28	8912971840	225.34 ✓
82	Dec 8	9212731813	1,281.47 ✓	0201	Dec 26	8316719604	2,050.00 ✓
83	Dec 11	8016492014	904.55 ✓	0202	Dec 26	8315068568	116.69 ✓
84	Dec 11	8016705020	2,963.08 ✓	0203	Dec 21	8914328496	1,437.01 ✓
85	Dec 11	8015414519	69.13 ✓	0204	Dec 21	8914328498	399.48 ✓
86	Dec 14	8914150119	84.00 ✓	0205	Dec 26	8314953793	307.28 ✓
88*	Dec 15	9212448430	22.72 ✓	0206	Dec 21	8914369749	715.65 ✓
90*	Dec 15	9212493466	5,619.00 ✓	0207	Dec 21	8913670625	961.46 ✓

* Gap in check sequence

Conventional Checks Paid (28) \$ 28,318.39-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Dec 1	427,323.07	Dec 11	418,716.99	Dec 21	405,038.77
Dec 4	426,723.07	Dec 14	418,126.66	Dec 26	400,674.17
Dec 6	425,076.78	Dec 15	410,268.83	Dec 27	400,605.73
Dec 7	424,352.24	Dec 18	408,080.77	Dec 28	400,380.39
Dec 8	423,070.77	Dec 19	406,836.77	Dec 29	400,253.09

Balances only appear for days reflecting change.

Spalding Community Services District

1/11/2024 3:58 PM

Register: Sewer US Bank Account
 From 12/01/2023 through 12/31/2023
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/01/2023	210	U.S. Bank	VARIOUS	Credit Card #4...	2,012.51	X		431,535.84
12/04/2023	168	Mary Cheek CPA	3002300 · Profession/S...	Invoice 7538 &...	600.00	X		430,935.84
12/07/2023	183	LMUD	3003000 · Utilities:300...	Acct # 37675,1...	904.55	X		430,031.29
12/07/2023	184	Ed Staub & Sons	3001701 · Maintenanc...	Propane, 227...	2,963.08	X		427,068.21
12/07/2023	185	Forest Office Equipm...	3002200 · Office Expe...	Invoice # Credi...	69.13	X		426,999.08
12/07/2023	186	Streamline/Digital D...	3001200 · Communica...	invoice 8525D...	84.00	X		426,915.08
12/07/2023	187	ReppcoTech	3002300 · Profession/S...		2,295.00			424,620.08
12/07/2023	188	Payless Building Sup...	3001800 · Maint-Bldgs...	invoice # 184883	22.72	X		424,597.36
12/07/2023	189	NAPA Sierra	3001701 · Maintenanc...	invoice # 4453...	207.66	X		424,389.70
12/07/2023	190	State Water Resouces...	3002300 · Profession/S...	Invoice WD 02...	5,619.00	X		418,770.70
12/07/2023	191	California Special Di...	3002000 · Memberships		1,244.00	X		417,526.70
12/07/2023	192	U.S. Bank	Bond ADMIN FEES US BANK	249138000 US...	1,650.00	X		415,876.70
12/07/2023	193	JM Plumbing	Bond	needs to come ...	538.06	X		415,338.64
12/08/2023	39							
12/08/2023	40							
12/08/2023	41							
12/08/2023	42							
12/08/2023	43							
12/14/2023			3006110 · Bank Servic...	Service Charge	298.67	X		410,970.65
12/15/2023		IRS	3000211 · Spec. Dist. ...		1,991.99	X		408,978.66
12/15/2023		EDD	3000211 · Spec. Dist. ...		224.12	X		408,754.54
12/20/2023	195	JM Plumbing	Repair and replace	Sewer backup J...	68.44	X		408,686.10
12/20/2023	196	EverBank, N.A.	3002500 · Rents/ Leas...	Copier lease 42...	162.38	X		408,523.72
12/20/2023	197	Bob Williams	3002500 · Rents/ Leas...	Housing for Aq...	250.00			408,273.72
12/21/2023			-split-	Deposit		X	1,715.60	409,989.32
12/21/2023	194	VOID	VOID	VOID				409,989.32
12/21/2023	198	Willdan Financial Se...	Bond	Administrative ...	1,890.63	X		408,098.69
12/21/2023	199	Diamond Saw Shop	3001700 · Maintenanc...	Invoice 19971	32.00			408,066.69
12/21/2023	200	Payless Building Sup...	3001800 · Maint-Bldgs...	Invoice 190644	225.34	X		407,841.35
12/21/2023	201	Big Valley Sanitation	Repair and replace	Emergency Spi...	2,050.00	X		405,791.35
12/21/2023	202	Ed Staub & Sons	3001701 · Maintenanc...	Account #1155...	116.69	X		405,674.66
12/22/2023	44							
12/22/2023	45							
12/22/2023	46							
12/22/2023	47							
12/22/2023	48							
12/29/2023			2003000 · Interest Inco...	Interest		X	35.08	401,888.86

PAYROLL

PAYROLL

11/17/2023

U. S. Bank Corp Payment Center

**2,012.51

Two Thousand Twelve and 51/100*****

U.S. Bank
CM-9690
PO BOX 70870
St. Paul, MN 55170

Credit Card #4296

U. S. Bank Corp Payment Center

11/17/2023

Starlink	214.34 ✓
Verizon	835.74 ✓
Office Supplies	99.56
Starlink	120.00 ✓
Prime	16.22
Router Extender	214.49 ✓
Go Daddy	125.86 ✓
Go Daddy	46.34 ✓
My Real Data (Cloud)	169.98
My Real Data (Cloud)	169.98

Sewer US Bank Acco Credit Card #4296

2,012.51

U. S. Bank Corp Payment Center

11/17/2023

Starlink	214.34
Verizon	835.74
Office Supplies	99.56
Starlink	120.00
Prime	16.22
Router Extender	214.49
Go Daddy	125.86
Go Daddy	46.34
My Real Data (Cloud)	169.98
My Real Data (Cloud)	169.98

Sewer US Bank Acco Credit Card #4296

2,012.51

**Spalding Fire Finances - December 2023
Revenue**

		225 Fire Fund		23/24
		23/24	23/24	YTD
Account #	Balances and Income	Budget	Income	Remaining
0100000	Cash Balance	130,887.00	130,887.00	0.00
2011200	Rental Income (chairs, tables, building)			
2011200	Rental Income (Directory Signs)			
2011200	Fire Apparatus Rental			
2011200	Misc Income -Donations, Eq.Rent, FireNet Reim.		4,983.00	4,983.00
2012200	Operating Transfers In (from Dixie Fire Settlement)			
2000904	Fire Parcel Assessment Fee (225 Fund)	36,000		36,000.00
2000905	Fire Parcel Assessment Fee Prior Year			
2003000	Interest Income	3,000	14.61	2,985.39
2006200	State Grants			
2007200	Federal Grants			
2012200	Capital Improvement (Dev Imp Fees)			
2020000	Revenue - Special Districts			
	Revenue, Transfers In & Cash	169,887.00	135,884.61	43,968.39

Spalding Fire Finances - December 2023
EXPENSES

		225 Fire Fund		23/24
		23/24	23/24	YTD
Account #	Balances and Income	Budget	Expenses	Remaining
3000100	Wages and Taxes	10,000.00		10,000.00
3000211	Special District Benefits	1,200.00		1,200.00
3001100	Clothing and Personal	400.00	140.87	259.13
3001200	Communications	7,000.00		7,000.00
3001300	Food	800.00	123.92	676.08
3001500	Insurance (workers Comp/auto/Liability)	12,000.00	11,498.50	501.50
3001700	Maintenance - Equipment	2,000.00	310.43	1,689.57
3001701	Maintenance Vehicles & Fuel	8,500.00	7,440.82	1,059.18
3001800	Maintenance Building/Improvements	2,500.00	1,856.19	643.81
3001900	Medical Supplies	500.00		500.00
3002000	Memberships			
3002200	Office Expenses	3,000.00	136.68	2,863.32
3002201	Postage			
3002205	Grant Expenditures			
3002300	Professional and Specialized Services	5,000.00		5,000.00
3002400	Publications and Legal Notices			
3002500	Rents and Leased Equipment			
3002700	Small Tools and Minor Equipment	1,000.00	670.31	329.69
3002900	Transportation and Travel	500.00		500.00
3002901	Conferences and Training			
3003000	Utilities	3,000.00	90.84	2,909.16
3006100	Buildings/Improvements - Capital Improv.	40,000.00		40,000.00
3006110	Bank Service Charges		48.50	-48.50
3006200	Equipment	72,487.00		72,487.00
3007000	Administrative Allocation - Transfer Out			
3008500	Bond/Solar (Special Items)			
Total Expenses & Input to Reserve Accounts		169,887.00	22,317.06	147,569.94
Budget Balance (Revenue Minus Total Expenses)			113,567.55	

11:06 AM

01/11/24

Spalding Community Services District
Reconciliation Summary
Fire US Bank Account 1538, Period Ending 12/31/2023

	<u>Dec 31, 23</u>
Beginning Balance	116,969.64
Cleared Transactions	
Checks and Payments - 8 items	-4,671.87
Deposits and Credits - 3 items	1,269.78
Total Cleared Transactions	<u>-3,402.09</u>
Cleared Balance	<u><u>113,567.55</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-817.59
Total Uncleared Transactions	<u>-817.59</u>
Register Balance as of 12/31/2023	<u><u>112,749.96</u></u>
New Transactions	
Checks and Payments - 3 items	-829.18
Deposits and Credits - 1 item	10.00
Total New Transactions	<u>-819.18</u>
Ending Balance	<u><u>111,930.78</u></u>



SPALDING COMMUNITY SERVICES DISTRICT
 FIRE DEPARTMENT
 502-907 MAHOGANY WAY
 SUSANVILLE CA 96130-9237

Business Statement
 Account Number:

Statement Period:
 Dec 1, 2023
 through
 Dec 31, 2023

Page 2 of 2



MUNICIPAL INVESTOR CHECKING

Member FDIC

Member Bank National Association

Account Number

Account Summary

	# Items				
Beginning Balance on Dec 1		\$	116,969.64	Interest Paid this Year	\$ 14.61
Customer Deposits	2		1,260.00	Number of Days in Statement Period	31
Other Deposits	1		9.78		
Other Withdrawals	1		48.50-		
Checks Paid	7		4,623.37-		
Ending Balance on Dec 31, 2023		\$	113,567.55		

Customer Deposits

Member	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
0210039	Dec 8	9212548715	1,000.00		Dec 21	8914086955	260.00
			Total Customer Deposits	\$			1,260.00

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Dec 29	Interest Paid	2900003147	\$ 9.78
			Total Other Deposits
			\$ 9.78

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Dec 14	Analysis Service Charge	1400000000	\$ 48.50-
			Total Other Withdrawals
			\$ 48.50-

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
00	Dec 21	8914206414	596.85 ✓	1004	Dec 15	9213496029	56.00 ✓
01	Dec 11	8016492005	60.65 ✓	1005	Dec 15	9213495623	35.68 ✓
02	Dec 11	8016705018	306.57 ✓	1006	Dec 26	8316832382	140.87 ✓
03	Dec 14	8914086822	3,426.75 ✓				
			Conventional Checks Paid (7)	\$			4,623.37-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Dec 8	117,969.64	Dec 15	114,035.49	Dec 26	113,557.77
Dec 11	117,602.42	Dec 21	113,698.64	Dec 29	113,567.55
Dec 14	114,127.17				

Balances only appear for days reflecting change.

Spalding Community Services District

1/11/2024 11:47 AM

Register: Fire US Bank Account 1538

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/07/2023	1000	Moules Tehama Cou...	3001800 · Maint-Bldgs...	Replacing Glas...	596.85	X		116,372.79
12/07/2023	1001	LMUD	3001701 · Maintenanc...	Invoice #353455	60.65	X		116,312.14
12/07/2023	1002	Ed Staub & Sons	3001701 · Maintenanc...	propane Invoic...	306.57	X		116,005.57
12/07/2023	1003	Fire Risk Manageme...	3001500 · Worker's Cp...	invoice 2023-0...	3,426.75	X		112,578.82
12/07/2023	1004	Shirley Spediacci	3002200 · Office Expe...	return of fire pr...	56.00	X		112,522.82
12/07/2023	1005	Shirley Spediacci	3002200 · Office Expe...	Walmart	35.68	X		112,487.14
12/07/2023	1006	Spurgeon's Embroide...	3001100 · Clothing & ...	Invoice # 1006	140.87	X		112,346.27
12/08/2023			Donation	Deposit		X	1,000.00	113,346.27
12/14/2023			3006110 · Bank Servic...	Service Charge	48.50	X		113,297.77
12/21/2023			-split-	Deposit		X	260.00	113,557.77
12/21/2023	1007	Susanville Ford	3001701 · Maintenanc...	Maintenance o...	817.59			112,740.18
12/29/2023			2003000 · Interest Inco...	Interest		X	9.78	112,749.96

**Spalding Recreation Finances - December 2023
Revenue**

224 Recreation Fund		23/24		
Account #	Balances and Income	23/24 Budget	23/24 to date	Remaining Budget
0100000	Cash Balance (County adjustment)	814.93		814.93
2011200	Rental Income (chairs, tables, building)			
2011200	Rental Income (Directory Signs)			
2011200	Fire Apparatus Rental			
2011200	Misc. Income (Donations, Equipment Sales, Etc.)		1,632.00	1,632.00
2012200	Operating Transfers In (Trust Account Transfers)			
2003000	Interest (Finance Charges)			
2007200	Federal Grants			
2012200	Capital Improvement (Dev Imp Fees)			
2000600	Other Charges Current Services			
2001300	Annual Parking Permits			
2001300	Day Use Fees			
2001300	Dock Permit & Slip Sales			
2020000	Revenue - Special Districts			
	Revenue, Transfers In & Cash	814.93	1,632.00	2,446.93

**Spalding Recreation Finances - December 2023
EXPENSES**

		224 Recreation Fund		23/24
		23/24	23/24	Remaining
Account #	Balances and Income	Budget	to date	Budget
3000100	Salaries and Wages			
3000100	Volunteer Firefighter Stipend			
3000211	Special District Benefits			
3001100	Clothing and Personal			
3001200	Communications			
3001300	Food			
3001400	Household Expenses			
3001500	Insurance (workers Comp/auto/Liability)			
3001700	Maintenance - Equipment			
3001701	Maintenance Vehicles & Fuel			
3001800	Maintenance Building/Improvements			
3002000	Memberships			
3002200	Office Expenses			
3002201	Postage			
3002205	Grant Expenditures			
3002300	Professional and Specialized Services			
3002400	Publications and Legal Notices			
3002500	Rents (CA State Lands Commission)	671.00		671.00
3002700	Small Tools and Minor Equipment			
3002901	Conferences and Training			
3003000	Utilities			
3006100	Buildings/Improvements - Capital Improv.			
3006200	Equipment			
3007000	Administrative Allocation - Transfer Out			
Total Expenses & Input to Reserve Accounts		671.00	0.00	671.00
Budget Balance (Revenue Minus Total Expenses)			2,446.93	

11:08 AM

01/11/24

Spalding Community Services District Reconciliation Summary

1.231 · 231 Recreation - Main Cash Acct, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	2,446.93
Cleared Balance	2,446.93
Register Balance as of 11/30/2023	2,446.93
Ending Balance	2,446.93

SEWER REPORT



Sewer- Recreation & Fire Protection

Spalding Community Services District

502-907 Mahogany Way Susanville, CA 96130 • (530) 825-3258

SEWER - MAINTENANCE

David Handy

16 January 2024

On Dec 11-12, 2023, Aqua Sierra worked at Pump Station #1. They installed a new pump in the 10,000-gal sewer tank with piping above ground and connected it into the piping inside the vault. They also ensured that the new pump was connected, put in sequence, and able to be monitored by our SCADA system. The new pump is #1. The other working pump is #3. I wrapped the pipe above ground with heat tape in accordance with all present and ensured that it was working. While they were working in the vault, I had them test our 'gas alert detector'. It functions properly.

On Dec 13, 2023, I discovered that the pumps at PS #1 were not operating properly. Aqua Sierra directed me to adjust the float #2 and #3 up 6 inches on the float tree. This enabled the pumps to operate correctly.

On Dec 17, 2023, at PS #1, I insulated the piping above ground and placed a wood cover over it.

On Dec 18, 2023, I discovered an issue on my SCADA with PS #1. I discovered that the heat tape got too hot. It allowed the piping elbow to become detached, resulting in effluent coming from the community to spill onto the ground instead of going into the 10,000-gal tank. The spill was contained and stopped. I re-glued the piping elbow and unplugged the heating tape. The proper people were notified of the spill. I set up Aqua Sierra and Big Valley Sanitation to arrive the next day to repair and for clean-up.

On Dec 19, 2023, Big Valley Sanitation cleaned up the spill. Aqua Sierra replaced the above piping and put on the correct type of heat tape. They also put in a breather pipe to prevent too much pressure from building up in the pipes. After they insulated the piping, I placed the wood cover over it.

On Dec 27, 2023, there was a power outage for approximately 10 hrs. Monitored and verified that all Generators and SCADA system functioned properly during the entire power outage.

On Jan 4, 2024, I emailed the required information to Tiffany Barulich, Water Resource Control Engineer, a written confirmation and report of the spill and clean-up that occurred Dec, 18-19, 2023.

On Jan 15, 2024, I conducted a zoom meeting with Mike Busse (CRWA). We discussed his new job position/financial assistance/grants/excel reports/SCADA/PS #1 spillage and permanent fix/Geo Technical investigation for PS #1/Radio's/EDU's, to include shut offs, EF-4 filters, and clean-outs.

On Jan 16, 2024, I completed samples for Pond #2 and #3. Also, Well's #1 and #2. Turned in said samples to SGS at Susanville's Sewer Department.

NEW BUSINESS

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SPALDING COMMUNITY SERVICES DISTRICT DECLARING THE 1985 FORD DUMP TRUCK AS SURPLUS AND SENDING TO AUCTION.

WHEREAS, the Spalding Community Services District is in possession of one (1) 1985 Ford Dump Truck, VIN 1FDXF70K9FVA63726; and

WHEREAS, the District is no longer able to make use of the dump truck as it is not fully operational or useable for the purpose for which it was originally purchased; and

WHEREAS, the District wishes to remove this piece of equipment from its inventory:

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Spalding Community Service district that:

The 1985 Ford Dump Truck, VIN 1FDXF70K9FVA63726 be declared surplus equipment and will be eliminated from the Districts inventory. The 1985 Ford Dump Truck will be sold to the highest bidder at auction; the listing price being \$1,500. The proceeds from the sale will be placed back into the Sewer Department's budget as income.

PASSED, APPROVED, and ADOPTED this 17th day of January, 2024 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED:

Mike Arnold, Chairman of the Board of Directors

ATTEST:

Marlane Morse, Secretary of the Board