

SPALDING COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

MEETING AGENDA

MARCH 18, 2022

3:00 PM

MEMBERS OF THE BOARD

MIKE ARNOLD, BOARD CHAIR

TED THOMAS, BOARD VICE CHAIR

LARRY DOSS, DIRECTOR

ED LAWSON, DIRECTOR

RON LOBUE, DIRECTOR



MEETING LOCATIONS:

EAGLE LAKE COMMUNITY CENTER

502-907 MAHOGANY WAY, SUSANVILLE, CA 96130

530-825-3258

WELCOME TO THE SCSD BOARD MEETING- PLEASE SIGN IN

Welcome to the SCSD Board Meeting! Members of the public may provide public comment on any item on the Board's agenda. A person seeking to address the Board may do so in person or submit their comments via email to generalmanager@spaldingcsd.org or via telephone at 530-825-3258 at least two hours prior to the start of the meeting. The Board Secretary will read all timely received comments during the board meeting. If your comment is directed to a particular agenda item, please note the item number in your email. Public comments are limited to five (5) minutes unless the Chairperson of the Board grants a longer period of time. A group representative addressing the Board is limited to fifteen (15) minutes, or longer, as the Chairperson deems necessary. 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.

CALL TO ORDER

ROLL CALL

___ Mike Arnold

___ Ted Thomas

___ Larry Doss

___ Ed Lawson

___ Ron LoBue

1. PLEDGE OF ALLEGIANCE
2. APPROVAL OF THE AGENDA
3. GENERAL MANAGER REPORT TO BOARD
4. FIRE CHIEF REPORT TO BOARD
5. PUBLIC COMMENT – Please wait to speak to items listed on the agenda until their time for discussion. Presentations are limited to one five-minute period per member of the audience that wish to comment.

6. APPROVAL OF MINUTES

- a. Submitted for approval are the minutes from February 18, 2022, Board of Directors Meeting.

7. CONSENT CALENDAR

- a. Monthly expenditures report.

8. PUBLIC HEARING

- a. NONE

9. BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS

10. NEW BUSINESS

- a. Review and approve General Manager Contract with Marlane Morse.
- b. Discuss for approval – Memorandum to District Counsel Dated March 18, 2022.
- c. Review and approve Star link internet service.

11. CONTINUING BUSINESS

- a. Discuss Marina deferred maintenance.
- b. Discuss clearing roadways for Emergency Equipment access.
- c. Update information regarding kitchen oven donations.

12. GENERAL MANAGER REPORT

- a. Review Bond Foreclosure Process

13. CLOSED SESSION

- a. NONE

14. ADJOURN

NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 15, 2022, AT 3:00 PM

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 district's 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 (24 hours before a special meeting) and is also available on the district's 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:

1. Pledge of Allegiance.
2. Approval of Agenda.
3. General Manager Report to Board.
4. Fire Chief Report to Board.
5. 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. Pursuant to Governor's Order N-29-20, public comments may be submitted via email to generalmanager@spaldingcsd.org or via telephone at 530-825-3258 at least two hours prior to the start of the meeting.
6. Approval of Minutes: this is the time for the board to approve the minutes from the previous board meeting.
7. Consent Calendar: 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 separately.
8. 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.
9. Board Members Reports / Committee Reports: this is where board members can speak on any conferences, workshops, meetings, or other activities SCSD General Interest including AB1234 travel reports.
10. New Business: this is where presentations to the Board and items that require full discussion are heard.
11. Continuing Business: this is where staff and board can engage on business matters on-going or previously heard.
12. General Managers Report: this is where the GM informs the board on any current activity or situation occurring in the district.
13. 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.
14. ADJOURNMENT: this is the time that the board conclude the current meeting and sets the date, time, and location for the following special or regular scheduled board meeting.

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 should be made 48 hours prior to the meeting to ensure adequate time to provide the requested accommodation. **All accommodation requests will be processed swiftly and resolving any doubt in favor of accessibility.**

**SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
February 18th 2022**

APPROVED BY DIRECTORS:

**MEETING ACCESS: EAGLE LAKE COMMUNITY CENTER, SPALDING (WITH LIMITED SEATING);
THE MEETING WAS ALSO CONDUCTED VIA TELECONFERENCE;**

**BOARD MEMBERS/STAFF PRESENT: MIKE ARNOLD, CHAIRPERSON, TED THOMAS, VICE-
CHAIRPERSON, LARRY DOSS, ED LAWSON, RONALD LOBUE**

MEETING CALLED TO ORDER BY Ted Thomas at 3:02 p.m.

Roll Call

Mike Arnold present by phone, Ted Thomas present, Larry Doss present, Ed Lawson present
Ronald LoBue present by phone

PLEDGE OF ALLEGIANCE

1. APPROVAL OF THE AGENDA

Motion: Approve the agenda

First: Mike Arnold

Second: Ed Lawson

**Roll Call: Larry Doss – Yes; Mike Arnold – Yes; Ted Thomas – Yes; Ed Lawson – Yes
Ronald LoBue _- No**

2. Board of Directors Organization for 2022

a. Election of Board Chair.

Ted Thomas nominated Mike Arnold, Larry Doss 2nd the motion.

**Mike Arnold accepted, Ted Thomas, Yes, Larry Doss, Yes, Ed Lawson Yes
Ronald LoBue, No**

**b. Election for Vice Chair. Mike Arnold nominated Ted Thomas, Ed Lawson second
Ted Thomas and accepted, Mike Arnold Yes, Larry Doss Yes, Ed Lawson Yes,
Ronald LoBue No**

**3. RECRUITMENT/RETENTION: Thank Chris Gallegher and the committee for there work
and Suggestions, and revised Ordinance to be reviewed.
The committee was then dissolved.**

**4. PUBLIC COMMENT: A. Amy Hagen spoke about possible new Stove for Community
Center, was set aside as Action Item. Also for
the chance to do more research into the purchasing of it,
B. Kari Graton ask about internet letter, and brought up todote.
Kari also made several suggestion on how to do things and was
very helpful.**

**C. Barbara Willard had concerns about vote in regards to Money
and people working for the district.**

D. Virginia Bruce say we can't buy the new Stove with fund raising Money, because it is not a line item.

5. **CLOSED SESSION** -Pursuant to Government Code Section 54956.8
Public employee appointment
General Manager
Review all current submitted resumes and interview
Went to closed session at 3:48
Back from closed session at 5:17
Nothing to Report out at this time.

6. **FIRE CHIEF REPORT:** Cliff reported that they have had around 50 calls, 5 of the calls in 2022. Also that he was going to Burney to bring back air bags he was able to get from a joint grant. Thru Traffic and Safety. All of our Fire vehicle are 4 wheel drive and that we have snow chains and snow blowers if needed. We have also served Stones on about ½ a dozen calls.

7. **APPROVAL OF MINUTES:**
Approval Continue of Minutes for October 22nd, 2021
1st Mike Arnold 2nd Ted Thomas
Mike Arnold, yes Ted Thomas, yes Larry Doss, yes Ed Lawson, yes
Ronald LoBue, No

Approval of Minutes for November 19th 2021 (with Correction)
1st Mike Arnold, 2nd Larry Doss
Mike Arnold, yes Ted Thomas, yes Larry Doss, yes Ed Lawson, yes
Ronald LoBue, No

Approval of Minutes for Dec 2, 2021 Special Board Meeting (with Corretions)
1st Larry Doss 2nd Ted Thomas
Mike Arnold, Yes Ted Thomas, yes Larry Doss, yes Ed Lawson, yes
Ronald LoBue, No

8. **CONSENT CALENDER:** Questions was asked about TIAA Bank and CPA
1st Mike Arnold 2nd Larry Doss
Mike Arnold, yes Ted Thomas, yes Larry Doss, yes Ed Lawson, yes
Ronald LoBue, no

9. **PUBLIC HEARING**

10. **BUDGET REVIEW:** Review budget to actual, Budget Adjustment; need to transfer \$4000.00 from account 3000100 to 3001700 to pay for trouble Shooting and repairs of damaged network.
1st Ed Lawson 2nd Ted Thomas
Mike Arnold, yes Ted Thomas, yes Larry Doss, yes Ed Lawson, yes
Ronald LoBue, No

10. **BOARD MEMBERS REPORTS / BOARD MEMBERS COMMENTS/COMMITTEES:**
Ed Lawson thank Chris Gallagher in regards to Green Waste and all those that help work on it. Also there is a possibly of do several this next year.

10. **NEW BUSINESS:** Discussion for the adoption of Resolution 2022-2 Bond Delinquency/ Foreclosure. – Action requested -A motion to approve Resolution No.2022-2 and Provide direction to counsel to prioritize those properties whose delinquencies exceed \$2000.00

1st Mike Arnold 2nd Ted Thomas
Mike Arnold, yes Ted Thomas, yes Larry Doss, yes Ed Lawson, Yes
Ronald LoBue, yes

11. **Action items**
a.) tree trimming, b,) Stove

ADJOURN

The meeting was adjourned at 6:30 Motion by Ted Thomas, 2nd by Ed Lawson
Mike Arnold- Yes, Ted Thomas- Yes, Larry Doss- Yes, Ed Lawson- Yes. Ronald LoBue - Yes

The next regular meeting scheduled for March 18th 2022

Respectfully submitted by: Sharon Moats

Spalding Community Services District

General Ledger

As of March 18, 2022

Type	Date	Num	Name	Memo	Split	Original Amount	Paid Amount	Balance
1 · Checking at Lassen County								56,456.93
1.225 · 225 Fire - Cash Account								-4,702.73
Check	02/23/2022	166	UMPQUA Bank	Jan billing	-SPLIT-	-472.93	-472.93	-5,175.66
Check	02/23/2022	167	Spalding Community ...	fuel used	3001701 · Main...	-74.87	-74.87	-5,250.53
Check	02/24/2022	168	Shirley Spediacci	costco 2 bills 2...	3001700 · Main...	-41.97	-41.97	-5,292.50
Check	03/10/2022	170	NAPA Sierra	inv. 405957 H...	3002700 · Smal...	-50.49	-50.49	-5,342.99
Check	03/10/2022	171	UMPQUA Bank	FEB BILLING	-SPLIT-	-744.54	-744.54	-6,087.53
Check	03/10/2022	172	Spalding Community ...	FEB. FUEL US...	3001701 · Main...	-116.83	-116.83	-6,204.36
Total 1.225 · 225 Fire - Cash Account							-1,501.63	-6,204.36
1.227 · 227 Sewer - Main Cash Account								61,977.70
Check	02/23/2022	cl7844...	IRS	payroll taxes	3000211 · Spec...	-881.06	-881.06	61,096.64
Check	02/23/2022	cl7844...	EDD	payroll taxrs	3000211 · Spec...	-380.16	-380.16	60,716.48
Check	02/23/2022	cl7844...	DD Direct Deposit Pa...	payroll 3-15-2...	3000100 · Salar...	-2,250.34	-2,250.34	58,466.14
Check	02/23/2022	cl7844...	DD Direct Deposit FE...	3-15-2022 pay...	3000211 · Spec...	-9.25	-9.25	58,456.89
Check	02/23/2022	121516	Mary Cheek CPA	payroll and w-2's	3002300 · Profe...	-314.70	-314.70	58,142.19
Check	02/23/2022	121517	TIAA Bank	invoice 8728967	3002500 · Rent...	-180.88	-180.88	57,961.31
Check	02/23/2022	121518	Reppco Tech	invoices 1165 ...	-SPLIT-	-1,155.00	-1,155.00	56,806.31
Check	02/23/2022	121519	Guardian	Feb 2022	3000211 · Spec...	-89.57	-89.57	56,716.74
Check	02/23/2022	121520	UMPQUA Bank	Jan billing	-SPLIT-	-1,607.42	-1,607.42	55,109.32
Check	02/23/2022	121521	Forest Office Equipm...	invoice sv0034...	3002200 · Offic...	-52.25	-52.25	55,057.07
Check	02/23/2022	121522	California Association...	2022 member...	3002000 · Mem...	-100.00	-100.00	54,957.07
Check	02/23/2022	121523	Susanville Ace Hard...	invoices 49897...	-SPLIT-	-123.89	-123.89	54,833.18
Check	02/23/2022	121524	Frank Martins	4 32 x 2 1/4 m...	3001700 · Main...	-1,664.75	-1,664.75	53,168.43
Check	02/23/2022	121525	Verizon Wireless	invoice 98993...	3001200 · Com...	-909.56	-909.56	52,258.87
Check	02/23/2022	121526	Ed Staub & Sons	propane and gas	-SPLIT-	-1,924.42	-1,924.42	50,334.45
Deposit	02/25/2022			Deposit	-SPLIT-	4,739.35	4,739.35	55,073.80
Deposit	02/25/2022			Deposit	-SPLIT-	210.00	210.00	55,283.80
Payment	03/02/2022	dp 149...	Skinner, Tiffany (252-...		1110 · Account...	378.00	378.00	55,661.80
Check	03/03/2022	cl7844...	DD Direct Deposit FE...	3/4/22 payroll f...	3000211 · Spec...	-9.25	-9.25	55,652.55
Check	03/03/2022	cl7844...	DD Direct Deposit Pa...	3/4/2022 payroll	3000100 · Salar...	-2,872.54	-2,872.54	52,780.01
Payment	03/04/2022	dp149...	Goddard, Tamara (2...		1110 · Account...	78.00	78.00	52,858.01
Payment	03/04/2022	dp148...	Rounsaville, Joesph ...		1110 · Account...	400.00	400.00	53,258.01
Check	03/04/2022	121527	Frontier Communicati...	January Billing	-SPLIT-	-527.42	-527.42	52,730.59
Payment	03/07/2022	DP149...	Sharkey, Eric (334-16)		1110 · Account...	300.00	300.00	53,030.59
Payment	03/07/2022	DP149...	Beckley, Jaycee (3...		1110 · Account...	156.00	156.00	53,186.59
Check	03/10/2022	121528	Frontier Communicati...	Feb. and Marc...	-SPLIT-	-370.40	-370.40	52,816.19
Check	03/10/2022	121529	Frontier Communicati...	March billing 5...	-SPLIT-	-482.83	-482.83	52,333.36
Check	03/10/2022	121530	Mary Cheek CPA	invoice 6691 ...	3002300 · Profe...	-300.00	-300.00	52,033.36
Check	03/10/2022	121531	LMUD	Feb. billing	3003000 · Utiliti...	-862.20	-862.20	51,171.16
Check	03/10/2022	121532	Reppco Tech	invoice 1149	3001700 · Main...	-262.50	-262.50	50,908.66
Check	03/10/2022	121533	Streamline/Digital De...	March billing i...	3001200 · Com...	-75.00	-75.00	50,833.66
Check	03/10/2022	121534	Forest Office Equipm...	INV. SV00361...	3002200 · Offic...	-64.06	-64.06	50,769.60
Check	03/10/2022	121535	UMPQUA Bank	FEB BILLING	-SPLIT-	-1,260.40	-1,260.40	49,509.20
Check	03/10/2022	121536	Stradling Yocca Carls...	JAN INVOICE ...	-SPLIT-	-2,393.60	-2,393.60	47,115.60
Total 1.227 · 227 Sewer - Main Cash Account							-14,862.10	47,115.60
1.231 · 231 Recreation - Main Cash Act								-818.04
Total 1 · Checking at Lassen County							-16,363.73	40,093.20
TOTAL							-16,363.73	40,093.20

Zid

**County of Lassen
Expenditure Account Detail**

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
03/04/22	225	2250		3001700		12973	SHIRLEY SPEDIACCI	RMB COSTCO 2/16/22 BATTERIES	01171914	CL810518	\$13.99	
03/04/22	225	2250		3001700		12973	SHIRLEY SPEDIACCI	RMB COSTCO 2/2/22 BATTERIES	01171914	CL810518	\$27.98	
03/04/22	225	2250		3001701		15044	UMPQUA BANK	AMAZON MKT 1/9/22 #1390	01171918	CL810519	\$42.89	
03/04/22	225	2250		3001701		15044	UMPQUA BANK	LES SCHWAB 1/10/22 #1390	01171918	CL810519	\$430.04	
03/04/22	225	2250		3001701		5041	SPALDING CSD - PETTY CASH	JAN'22 FUEL LOG-FIRE	01171913	CL810521	\$74.87	
Total Budget Year Expenditures:											\$589.77	
Grand Total:											\$589.77	

County of Lassen Expenditure Account Detail

Sewer

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount
02/18/22	227	2270		3000100		0	UNASSIGNED VENDOR	PAYROLL DIRECT DEPOSIT	00000001	CM000836	\$2,250.34
02/18/22	227	2270		3000211		0	UNASSIGNED VENDOR	PAYROLL DD FEES	00000001	CM000836	\$10.00
02/25/22	227	2270		3002300		14392	SILVER STATE ANALYTICAL LAB IN	RN277545 12/2/21 #21110843	01171701	CL810455	\$470.00
02/28/22	227	2270		3001700		0	UNASSIGNED VENDOR	CORR ACCT- CK#1170486	00000001	JE001710	\$302.67
02/28/22	227	2270		3002200		0	UNASSIGNED VENDOR	CANC WT 1166083 STALE DATE	00000001	JE001741	(\$9.98)
02/28/22	227	2270		3003000		0	UNASSIGNED VENDOR	CORR ACCT- CK#1170486	00000001	JE001710	(\$302.67)
03/04/22	227	2270		3000100		0	UNASSIGNED VENDOR	DIRECT DEP 3/4/2022	00000001	CM000889	\$2,412.63
03/04/22	227	2270		3000211		0	UNASSIGNED VENDOR	DIRECT DEP. FEES	00000001	CM000889	\$10.00
03/04/22	227	2270		3000211		12344	GUARDIAN LIFE INS CO OF AMERIC	GRP#765033 3/1-3/31/22 INS	01171910	CL810649	\$89.57
03/04/22	227	2270		3001200		15044	UMPQUA BANK	1/15/22 ADOBE ACROPRO SUB 2477	01171917	CL810650	\$14.99
03/04/22	227	2270		3001200		15044	UMPQUA BANK	1/30/22 ADOBE ACROPRO SUB 2477	01171917	CL810650	\$14.99
03/04/22	227	2270		3001200		15044	UMPQUA BANK	1/7/22 FREE CNF CALL GLBL 2477	01171917	CL810650	\$3.95
03/04/22	227	2270		3001200		734	SACRAMENTO VALLEY LMTD PARTNER	9899383591 1/12-2/11/22	01171919	CL810520	\$909.56
03/04/22	227	2270		3001400		15609	LIFESTYLE SUSANVILLE, LLC	498978 1/4/22	01171915	CL810522	\$47.17
03/04/22	227	2270		3001400		15609	LIFESTYLE SUSANVILLE, LLC	499452 1/14/22	01171915	CL810522	\$40.73
03/04/22	227	2270		3001400		15609	LIFESTYLE SUSANVILLE, LLC	499700 1/21/22	01171915	CL810522	\$35.99
03/04/22	227	2270		3001700		13303	FRANK A MARTINS	1/1/22 INVOICE SWR POND/LIDS	01171911	CL810515	\$1,664.75
03/04/22	227	2270		3001700		15951	REPPCOTECH LLC	1148 2/3/22 TECH SRVC	01171912	CL810517	\$675.00
03/04/22	227	2270		3001700		15951	REPPCOTECH LLC	1165 2/13/22 TECH SRVC	01171912	CL810517	\$480.00
03/04/22	227	2270		3001701		926	ED STAUB & SONS PETROLEUM, INC	6843566 2/11/22 CARB REG	01171908	CL810512	\$951.55
03/04/22	227	2270		3001701		926	ED STAUB & SONS PETROLEUM, INC	6843571 2/11/22 CARB REG	01171908	CL810512	\$410.73
03/04/22	227	2270		3002000		99998	CA ASSN MUTUAL WATER CO	2074 1/27/22 CALMUTUAL MMBRSH	01171906	CL810516	\$100.00
03/04/22	227	2270		3002200		15044	UMPQUA BANK	1/10/22 AMZN PRIME SUB #2477	01171917	CL810650	\$13.93
03/04/22	227	2270		3002200		15044	UMPQUA BANK	1/2/22 AMAZON MUSIC #2477	01171917	CL810650	\$7.99
03/04/22	227	2270		3002200		15044	UMPQUA BANK	1/5/22 AMAZON #2477 RESCUE SRV	01171917	CL810650	\$14.99
03/04/22	227	2270		3002200		15044	UMPQUA BANK	1/7/22 AMAZON #2477 FOLDERS	01171917	CL810650	\$17.15
03/04/22	227	2270		3002200		15044	UMPQUA BANK	1/7/22 AMAZON #2477 HARD DRV	01171917	CL810650	\$214.48
03/04/22	227	2270		3002200		315	RONALD D REBELL	SV003476 2/2/22	01171909	CL810513	\$52.25
03/04/22	227	2270		3002300		11910	MARY CHEEK	6605 1/31/22 SPALDING PAYROLL	01171907	CL810511	\$300.00
03/04/22	227	2270		3002300		11910	MARY CHEEK	6638 1/26/22 E-FILING W2/W3	01171907	CL810511	\$14.70
03/04/22	227	2270		3002400		15044	UMPQUA BANK	1/1/22 INDEED #2477	01171917	CL810650	\$428.95
03/04/22	227	2270		3002400		15044	UMPQUA BANK	1/10/22 CSDA CAREER POST #2477	01171917	CL810650	\$380.00
03/04/22	227	2270		3002400		15044	UMPQUA BANK	1/15/22 ZIPRECRUITER #2477	01171917	CL810650	\$496.00
03/04/22	227	2270		3002500		13644	TIAA COMMERCIAL FINANCE, INC	8728967 2/6/22 #42059206	01171916	CL810523	\$180.88
03/04/22	227	2270		3003000		926	ED STAUB & SONS PETROLEUM, INC	6666632 1/14/22 PROPANE	01171908	CL810512	\$279.99
03/04/22	227	2270		3003000		926	ED STAUB & SONS PETROLEUM, INC	6666651 1/14/22 PROPANE	01171908	CL810512	\$265.92

6.3.22
10.3.22

County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
03/04/22	227	2270		3003000		926	ED STAUB & SONS PETROLEUM, INC	6666677 1/14/22 PROPANE	01171908	CL810512	\$16.23	
Total Budget Year Expenditures:											\$13,265.43	
Grand Total:											\$13,265.43	

**County of Lassen
General Ledger Summary
with Revenues and Expenditures**

Fund	B/U	C/C	Account	Account Name	Opening Balance	YTD Activity	Balance	Status
231			0100000	SPAULDING RECREATION	\$1,605.21	\$4.19	\$1,609.40	
231			7500000	FUND BALANCE AVAILABLE	(\$1,605.21)	\$0.00	(\$1,605.21)	
231			9100000	ESTIMATED REVENUES	\$0.00	\$1,602.00	\$1,602.00	
231			9300000	APPROPRIATIONS	\$0.00	(\$1,602.00)	(\$1,602.00)	
231	2310		2003000	INTEREST		(\$6.19)		
				TOTAL REVENUES			(\$6.19)	
231	2310		3001500	INSURANCE		\$2.00		
				TOTAL EXPENDITURES			\$2.00	
				FUND TOTAL	\$0.00	\$0.00	\$0.00	

**SPALDING COMMUNITY SERVICES DISTRICT
PART-TIME EMPLOYMENT AGREEMENT**

This PART-TIME EMPLOYMENT AGREEMENT (“Agreement”) is dated for reference purposes only as of April 1, 2022, and is entered into by and between Spalding Community Service District (“Spalding”), acting through its Board of Directors (the “Board”) and Marlane Morse (“Employee”) [hereinafter collectively referred to as “the parties”].

RECITALS

- A. The Board desires to employ an individual who is qualified to act as General Manager (“GM”) of Spalding.
- B. Employee possesses the qualifications necessary to act as GM and is willing and able to undertake the desired employment.
- C. After due notice and at a regular meeting of the Board held on March 18, 2022, the Board authorized Spalding to enter into this Agreement with Employee.
- D. The parties now desire to set forth their agreement for Spalding’s employment of Employee on a part-time basis and under the terms and subject to the conditions set forth herein.

Accordingly, the parties agree as follows:

1. Assumption and Description of Duties.

1.1. Effective Date. The provisions of this Agreement, unless otherwise stated, shall become effective on the date set forth in the first paragraph above (“Effective Date”), and continue to and including April 1, 2023.

1.2. Duties. Employee shall assume and perform all duties, responsibilities and services, and take all other actions necessary to manage and conduct the business and activities of Spalding. The authority, duties and responsibilities of the GM shall be subject, at all times, to the adopted policies of, and directives given by, the Board. Within thirty (30) days of the Effective Date, Employee shall secure a bond in conformance with Ordinance 2.03.020.

1.3. Work Hours. The Parties anticipate that Spalding’s business management affairs will not obligate Employee to work a full 40 hour work week and further anticipate that Employee will average 24 hours per week over the term of this Agreement. In the event Employee works more than 30 hours in any given week, Employee shall notify the Board chair by email within twenty-four hours of such event. Accordingly, the work hours and schedule for the GM are flexible, provided that the proper operations of Spalding are maintained and taking into consideration the operating hours of the main office. For the avoidance of doubt, excepting meetings, emergencies, and an initial 60 day transition period, Employee may work remotely, understanding that this is meant primarily for use when weather or other occurrences restrict travel.

2. Compensation.

2.1. Salary. Spalding shall pay Employee the rate of Thirty Six Dollars (\$36.00) per hour of work performed ("Compensation"). Such Compensation shall be paid to Employee in equal bimonthly installments or thereafter in accordance with Spalding's then-prevailing payroll practices. Compensation shall be subject to applicable withholding requirements. Employee shall track her hours worked on a written log or timecard and submit in accordance with Spalding's then-prevailing payroll practices.

2.3. Health Benefits. One Hundred Eighty (180) days following the Effective Date, employee shall be eligible for participation in Spalding's existing dental and vision programs and such other health benefit programs as may come into existence during the term of this Agreement in accordance with Spalding's then-existing policies.

2.4. Taxes. Employee shall be responsible for her federal, state, local or other taxes resulting from any compensation or benefits provided to her by Spalding. Spalding shall withhold from any compensation or benefits provided under this Agreement all federal, state, local or other taxes as may be required pursuant to law or governmental regulation or ruling. Spalding shall not be liable for any state or federal tax consequences to Employee or to any designated beneficiary hereunder, the heirs, administrators, executors, successors, and assigns of Employee. Employee shall assume sole liability for any state or federal tax consequences of this Agreement or any related agreement and agrees to indemnify and hold Spalding harmless from such tax consequences.

3. Adjustment of Compensation. The Board and Employee expect her salary, including benefits, to be reviewed during the annual performance evaluation set forth in section 7 below and from time to time during the term of this Agreement and adjusted in the discretion of the Board in order to reflect the quality of services rendered by Employee.

4. Life Insurance. Spalding shall purchase and pay the required premiums on a term life insurance policy in accordance with Spalding's existing policy, with the beneficiary named by Employee to receive One Hundred Percent (100%) of any benefits paid.

5. Leaves.

5.1. Holiday Leave. Employee shall be entitled to those holidays granted to employees of Spalding by Policy 2505.2.

5.4. Vacation Leave. Employee shall accrue vacation in accordance with Policy 2500.

5.5. Sick Leave. Employee shall accrue sick leave in accordance with Policy 2520.

5.6. Accrued Leaves Paid Upon Termination. Upon termination of this Agreement, Employee shall be paid for all unused accrued vacation and sick leave time as set forth in sections 5.4 and 5.5 respectively.

6. Performance Evaluation. The Board shall evaluate and assess the performance of Employee every six months. The Board's evaluation will be based upon a review of Employee's performance as compared to goals and objectives developed by Employee and reviewed, revised, and

ratified by the Board. These goals and objectives are referred to hereafter as "goals and objectives." The Board may consider modification of Employee's Compensation following such evaluation, which modification is to be effective January 1 of the following year.

7. Expense Reimbursements. Spalding shall reimburse Employee for documented, actual and necessary expenses incurred by Employee within the scope of her employment and while representing Spalding, including transportation costs. Spalding reserves the right to review and regulate the incurring of expenses, provided that it does not unduly restrict Employee in the performance of her duties under this Agreement. For the avoidance of doubt, Spalding shall not reimburse employee for travel expenses associated with her commute to Spalding from her home.

8. Outside Professional Activities. With prior approval of the Board, Employee may undertake outside professional activities including consulting, speaking and writing; said outside professional activities may be performed for consideration, provided, in the Board's sole discretion, that said activities do not interfere with the Employee's duties.

Any such activities undertaken by the Employee must be accomplished on Employee's vacation days, evenings, weekends, holidays or other non-duty days. Employee may not use Spalding offices or equipment or Spalding funds to pay for expenses incurred in performing these professional activities. Receipt of any compensation, including honoraria, by Employee must comply with California law.

9. Confidential Information. Employee acknowledges and stipulates that in the performance of her duties, Spalding discloses and entrusts her with certain confidential information of Spalding. Employee agrees not to directly or indirectly disclose or use at any time, during the term of her employment by Spalding and thereafter, any such information, whether it be in the forms of records, lists, data, personnel information, drawings, reports or otherwise, of a business or technical nature, which was acquired by Employee during her employment relationship with Spalding unless such disclosure is authorized by Spalding in writing, is required by law or is required in the performance of the duties of the GM.

10. Termination of Employment.

10.1. "At Will" Employment. Employee shall serve at the pleasure of the Board and is an "at will" employee whose employment may be terminated by the Board at any time with or without cause. Employee shall have no right to appeal or otherwise grieve her termination and nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Board to terminate the services of Employee at any time in the sole discretion of the Board. For purposes of this Agreement, termination without cause shall be defined as termination of Employee's employment by the Board for no specified cause. Termination for cause shall be defined as termination of Employee's employment by the Board for the express reason that Employee has, in the sole discretion of the Board, violated state or federal laws, Spalding rules or regulations, and/or Board policies or directives. The amount of compensation, if any, to be paid to Employee upon termination shall be determined according to this Agreement. Except as otherwise specifically provided in this Agreement, or as may be required by law, Employee shall not be entitled to any compensation upon termination of her employment.

10.2. Termination Without Cause. Spalding may, in its sole discretion, terminate Employee's employment under this Agreement without cause upon an affirmative vote of at least

four (4) directors of the Board and upon providing Employee with at least thirty (30) days of notice of such termination.

10.3. Termination by Employee. Employee may resign from her position as GM upon at least thirty (30) days (or less days in the Board's sole discretion) prior written notice to the Board. Any such notice provided under this paragraph shall specifically set forth the date of such termination. Employee shall not be entitled to severance pay under such circumstances.

10.4. Termination upon Death. In the unfortunate event of Employee's death, Spalding, within ten (10) days of receiving notice of such death, shall pay Employee's estate the remaining portion of Compensation and benefits that otherwise would have been paid to Employee through the end of the month in which she dies. Neither Employee nor her estate shall be entitled to severance pay under such circumstances.

10.5. Limitations on Cash Benefit on Termination. Pursuant to Government Code section 53260, in the event of termination of this Agreement for any reason, no cash settlement may be made in an amount which exceeds the salary remaining under this Agreement, or salary for eighteen (18) months, whichever is less. This amount shall not be construed as a guarantee or minimum entitlement.

10.6. Limitation on Non-Cash Benefit on Termination. Pursuant to Government Code section 53261, in the event of termination of this Agreement for any reason, no non-cash benefit may be conferred in settlement except for employer-paid health benefits that may be provided for a period not to exceed the month period by which any cash settlement is measured. In any event, employer-paid health benefits shall be discontinued if and when the employee obtains this employment before the measuring period has expired.

11. Notices. Any notice to the Board required or permitted under this Agreement shall be in writing, either by personal service or by registered or certified mail, postage prepaid, addressed to Chairperson, Board of Directors, Spalding Community Services District at Spalding's business address. A copy of any such correspondence shall also be personally delivered, or sent by registered or certified mail to the General Counsel of Spalding, currently Stradling Yocca, Carlson & Rauth. Any such notice to Employee shall be addressed to Employee at her home address then shown in Spalding's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given (a) on the date of service, if served personally on the party to whom it is to be given, or (b) on the second business day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this paragraph.

12. Entire Agreement. The parties hereto acknowledge that they have read this Agreement, understand it, and agree to be bound by its terms. This Agreement constitutes the entire agreement between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied not contained in this Agreement.

13. Modification, Amendment, Waiver. No modification or amendment of any of the provisions of this Agreement shall be effective unless approved in writing and signed by Spalding and Employee. The failure of Employee or Spalding to enforce any of the provisions of this Agreement shall in no way be construed as a waiver of such provisions and shall not affect the right of either party thereafter to enforce each and every provision hereof in accordance with its terms.

14. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of California to the exclusion of the law of any other jurisdiction.

15. Legal Counsel. Each party was given the opportunity to be represented in the preparation, negotiation, and execution of this Agreement by legal counsel of their own choice or had the opportunity to retain legal counsel.

16. Severability. It is the desire of the parties that the Agreement be binding and enforceable to the maximum extent permitted by law. Should any provision of this Agreement declared or be determined by a court of law, or other tribunal of valid jurisdiction, invalid or unenforceable, the remaining provisions hereof shall be binding and effective nevertheless.

17. Construction. This Agreement shall not be construed more strongly against either party regardless of who is responsible for its preparation.

18. Counterparts. This Agreement may be executed by the parties in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The parties specifically agree that signatures on this Agreement received by facsimile or electronic transmission (i.e. a PDF version) shall be legally binding and that each party is entitled and authorized to rely on the signatures transmitted by facsimile or electronically of the other parties as if they were original signatures.

19. Public Disclosure. Disclosure of this Agreement and to the public and the procedures thereto shall be governed by applicable provisions of the laws of the State of California.

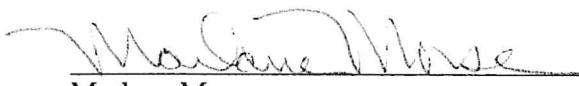
IN WITNESS WHEREOF, the parties have entered into this EMPLOYMENT AGREEMENT as of the date first written above.

SPALDING COMMUNITY SERVICES DISTRICT

By _____

Chairperson, Board of Directors

EMPLOYEE



Marlane Morse
Address: 212 Peninsula Drive, Lake Almanor, CA 96137
Phone: 530-816-1018
Email: mc Morse@mindspring.com

MEMORANDUM

To: District General Counsel and Staff

From: District Board of Directors

Date: March 18, 2022

Subject: Policy Regarding Assignments to General Counsel

I. Background.

The District has a limited budget for general counsel services; therefore, it is important that inquiries to counsel be limited to those issues determined by the Board to be appropriate for submission to counsel for analysis and/or advice.

II. Policy.

The following individuals are authorized to seek advice from the District's general counsel for District related matters:

1. The General Manager;
2. The Board President; and
3. Any two Board members

General counsel is hereby directed only to respond to inquiries and/or requests for advice meeting the foregoing requirements.

From: Starlink
Sent: Saturday, March 12, 2022 8:12 PM
To: eaglelakescsd@citlink.net
Subject: Your Starlink Order has Shipped

STARLINK



Order Shipped

Tracking Number(s):

Fedex: 270785250412

Order Number:

ORD-2984602-61013-37

Billing for new customers will start 14 days after your Starlink ships. You can cancel and return your Starlink kit within 30 days from receipt for a full refund.

To learn more about billing, shipping, and other frequently asked questions, visit the [Help Center](#).

Download the Starlink App ([iOS](#), [Android](#)) to find the set up location that will deliver the best service.

Mounts and accessories are available for purchase on the [Starlink Shop](#).

[SIGN IN TO MY ACCOUNT](#)

Space Exploration Technologies Corp | [1 Rocket Road, Hawthorne, CA 90250](#)

Questions? See [Starlink FAQs](#)