

SPALDING COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

MEETING AGENDA

May 19, 2023

3:00 PM

MEMBERS OF THE BOARD

MIKE ARNOLD, BOARD CHAIR
LARRY DOSS, BOARD VICE CHAIR
RANDALL AUBREY, DIRECTOR
ED LAWSON, DIRECTOR
TED THOMAS, DIRECTOR



MEETING LOCATION

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

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, 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).

CALL TO ORDER

ROLL CALL

Mike Arnold Randy Aubrey Larry Doss
 Ed Lawson Ted Thomas

1. PLEDGE OF ALLEGIANCE
2. 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).
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES
 - A. Submitted for approval are the minutes from April 21, 2022 Board of Directors Meeting

5. FIRE CHIEF REPORT TO BOARD

- The Fire Department went on 1 call in April, and the volunteers continued with their training.
- CalFIRE will have an engine in the area for Memorial Weekend.
- There will be a pancake breakfast on Sunday, May 28, from 7:00 am to 11:00 am or until the food is gone.

6. GENERAL MANAGER REPORT TO BOARD

- A. April, 2023 Financial Reports

7. SEWER DEPARTMENT REPORT

- A. See attached report

8. BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS

9. CONTINUING BUSINESS

- A. SCSD Sewer Rate Study from NorthStar – Spoke with Mark Adams, he is working on updating and finishing the Rate Study – plan to have a report to share with the community and community Board in July (Public Hearing).
- B. Marina and Recreation Fund – Board Discussion Request from Director Doss

10. NEW BUSINESS

- A. No New Business

12. ADJOURN

Next Regular Board Meeting is scheduled for MAY 19, 2023 AT 3:00 PM

APPROVAL OF MINUTES

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
April 21, 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>	_____
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. Barbara Willard inquired about the Ad Hock Committee. She also inquired about Neighbor Watch being a designated non- profit and requested - in writing – proof that employees of the Spalding Community Service District are bonded through the insurance company. There was some further discussion regarding the budget.
- B. Mick Hill inquired about having the roads plowed, and what it would take to improve the roads in the community. He also had ideas on how to improve the district.
- C. Tammy LoBue inquired about certifications for the volunteer fire department, and how the district protects the community. She also inquired about what licenses are needed for the volunteers in the fire department to transport patients.
- D. Chad Lawson mentioned he would be interested in applying for the fire department.

4. APPROVAL OF THE AGENDA

Motion: Approve the Agenda

First: Mike Arnold moved to approve the agenda

Second: Larry Doss second

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

5. APPROVAL OF MINUTES

Motion: Approve the minutes from March 17, 2023 Board of Directors meeting.

First: Ted Thomas moved to approve the minutes

Second: Mike Arnold second

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

6. FIRE CHIEF REPORT TO BOARD

No Report

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
April 21, 2023

7. GENERAL MANAGER REPORT TO BOARD

There was some discussion regarding the financial reports.

8. SEWER DEPARTMENT REPORT

There were no comments

9. BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS

A. Ed Lawson made mention that the ADA report regarding the District's website came back 100% complaint.

B. Randy Aubrey inquired about how many gallons of water is being pumped, and how many people are hooked up to the sewer system.

10. NEW BUSINESS

A. Resolution 2023-001: Bringing accounting and bookkeeping back in-house. There was some discussion about bringing accounting/bookkeeping in-house.

Motion: Motion to approve Resolution 2023-001

First: Mike Arnold moved approve

Second: Larry Doss second

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

B. Ordinance 7: There was some discussion regarding changing Ordinance #4 article 2.07 section 2.07.010 and removing section 2.07.020.

Motion: Motion to approve Ordinance #7

First: Larry Doss moved approve

Second: Mike Arnold second

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

Abstain: Randy Aubrey

C. Resolution 2023-05 Authorizing participation in and approving the amended and restated joint exercise of power agreements of the fire risk management services joint powers authority.

Motion: Motion to approve Resolution 2023-05

First: Ted Thomas moved approve

Second: Mike Arnold second

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

11. CONTINUING BUSINESS

SCSD Sewer Rate Study from NorthStar - there was no discussion.

12. CLOSED SESSION

The Board went into Closed Session at 4:00 pm. They came back into session at 5:00 pm. The General Manager's contract was approved for a two-year term.

13. ADJOURN

Motion: Motion to adjourn

First: Larry Doss moved to adjourn

Second: Randy Aubrey second

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

The meeting was adjourned at 5:00 pm.

GENERAL MANAGER

**Spalding Fire Finances - April 2023
Revenue**

	225 Fire Fund			22/23 FY
		22/23	22/23	YTD
Account #	Balances and Income	Budget	to date	Budget
0100000	Cash Balance		172,717.37	172,717.37
2011200	Rental Income (chairs, tables, building)			
2011200	Rental Income (Directory Signs)			
2011200	Fire Apparatus Rental			
2011200	Misc Income -Donations, Equip., Sales, Etc.		60.00	60.00
2012200	Operating Transfers In (from Dixie Fire Settlement)		70,120.00	70,120.00
2000904	Fire Parcel Assessment Fee (225 Fund)	36,635	23,876.16	12,758.84
2000905	Fire Parcel Assessment Fee Prior Year		612.91	612.91
2003000	Interest Income	1,000	2,513.68	2,513.68
2006200	State Grants			
2007200	Federal Grants			
2012200	Capital Improvement (Dev Imp Fees)			
2008106	Sewer Service Fees			
2010600	Sewer Operations/Maint. Assessments			
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	37,635.00	269,900.12	258,782.80

**Spalding Fire Finances -April 2023
EXPENSES**

	225 Fire Fund			22/23 FY
		22/23	22/23	Remaining
Account #	Balances and Income	Budget	to date	Budget
3000100	Wages and Taxes	13,000.00		13,000.00
3000100	Volunteer Firefighter Stipend			
3000211	Special District Benefits	360.00		360.00
3001100	Clothing and Personal	200.00	335.59	-135.59
3001200	Communications	4,500.00	2,559.82	1,940.18
3001300	Food	200.00		200.00
3001400	Household Expenses			
3001500	Insurance (workers Comp/auto/Liability)	14,000.00	8,848.00	5,152.00
3001700	Maintenance - Equipment	1,300.00	1,233.50	66.50
3001701	Maintenance Vehicles & Fuel	8,000.00	6,895.54	1,104.46
3001800	Maintenance Building/Improvements	2,000.00	931.00	1,069.00
3001900	Medical Supplies	100.00	320.68	-220.68
3002000	Memberships			
3002200	Office Expenses	125.00	21.12	103.88
3002201	Postage			
3002205	Grant Expenditures			
3002300	Professional and Specialized Services	0.00	2,466.66	2,466.66
3002400	Publications and Legal Notices			
3002500	Rents and Leased Equipment			
3002700	Small Tools and Minor Equipment	1,100.00	101.34	998.66
3002800	Special Department Expense			
3002900	Transportation and Travel	500.00		500.00
3002901	Conferences and Training	250.00		250.00
3003000	Utilities	2,000.00	32.02	1,967.98
3006100	Buildings/Improvements - Capital Improv.			
3006200	Equipment	150,000.00	116,210.00	33,790.00
3007000	Administrative Allocation - Transfer Out			
3008500	Bond/Solar (Special Items)			
Total Expenses & Input to Reserve Accounts		197,635.00	139,955.27	57,679.73
Budget Balance (Revenue Minus Total Expenses)			129,944.85	

12:35 PM

05/15/23

Spalding Community Services District
Reconciliation Summary
1.225 · 225 Fire - Cash Account, Period Ending 04/30/2023

	<u>Apr 30, 23</u>
Beginning Balance	138,192.35
Cleared Transactions	
Checks and Payments - 4 items	-9,598.63
Deposits and Credits - 2 items	1,351.13
	<u>-8,247.50</u>
Cleared Balance	<u><u>129,944.85</u></u>
Uncleared Transactions	
Checks and Payments - 6 items	-11,660.03
Deposits and Credits - 1 item	110.00
	<u>-11,550.03</u>
Register Balance as of 04/30/2023	<u><u>118,394.82</u></u>
New Transactions	
Checks and Payments - 5 items	-7,501.94
	<u>-7,501.94</u>
Ending Balance	<u><u>110,892.88</u></u>

County of Lassen
Auditor Controller
General Ledger
 From 4/1/2023 to 4/30/2023

Account	Date	Program	Description	Document	Debit	Credit	Balance
01-00000	04/01/2023	*****	SPALDING CSD-FIRE		\$0.00	\$0.00	\$138,192.35
01-00000	04/01/2023		JAN-MAR INTEREST APPORTIONMENT	JE001717	\$1,216.19	\$0.00	\$139,408.54
01-00000	04/06/2023		WARRANTS	WA040623	\$0.00	\$9,598.63	\$129,809.91
01-00000	04/07/2023		12/20-3/31/23 SUPP DEL	JE001736	\$134.94	\$0.00	\$129,944.85
			Ending Balance:		\$1,351.13	\$9,598.63	\$129,944.85
20-00000	04/30/2023	*****	REVENUE		\$0.00	\$0.00	(\$97,317.69)
			Ending Balance:		\$0.00	\$0.00	(\$97,317.69)
30-00000	04/30/2023	*****	EXPENDITURES		\$0.00	\$0.00	\$140,090.21
			Ending Balance:		\$0.00	\$0.00	\$140,090.21
75-00000	04/01/2023	*****	FUND BALANCE AVAILABLE		\$0.00	\$0.00	(\$172,717.37)
			Ending Balance:		\$0.00	\$0.00	(\$172,717.37)
91-00000	04/30/2023	*****	ESTIMATED REVENUES		\$0.00	\$0.00	\$37,635.00
			Ending Balance:		\$0.00	\$0.00	\$37,635.00
93-00000	04/30/2023	*****	APPROPRIATIONS		\$0.00	\$0.00	(\$37,635.00)
			Ending Balance:		\$0.00	\$0.00	(\$37,635.00)

**County of Lassen
Auditor Controller
Appropriation Ledger**

From 4/1/2023 to 4/30/2023

Date	Program	Description	Warrant	Document	Appropriations	Encumbrances	Expenditures	Unencumbered
04/01/2023	*****	ACCOUNT : 30-00100			\$3,000.00	\$0.00	\$0.00	\$3,000.00
		SALARIES AND WAGES			\$3,000.00	\$0.00	\$0.00	\$3,000.00
		Ending Balance			\$360.00	\$0.00	\$0.00	\$360.00
04/01/2023	*****	ACCOUNT : 30-00211			\$360.00	\$0.00	\$0.00	\$360.00
		special districts benefits			\$360.00	\$0.00	\$0.00	\$360.00
		Ending Balance			\$360.00	\$0.00	\$0.00	\$360.00
		SAL & BENS Totals As of 4/1/2023			\$3,360.00	\$0.00	\$0.00	\$3,360.00
		Current Period			\$0.00	\$0.00	\$0.00	\$0.00
		Ending Balance			\$3,360.00	\$0.00	\$0.00	\$3,360.00
04/01/2023	*****	ACCOUNT : 30-01100			\$200.00	\$0.00	\$335.59	(\$135.59)
		CLOTHING & PERSONAL			\$200.00	\$0.00	\$335.59	(\$135.59)
		Ending Balance			\$4,500.00	\$0.00	\$0.00	\$4,500.00
04/01/2023	*****	ACCOUNT : 30-01200			\$4,500.00	\$0.00	\$0.00	\$4,500.00
		COMMUNICATIONS			\$4,500.00	\$0.00	\$0.00	\$4,500.00
		Ending Balance			\$200.00	\$0.00	\$0.00	\$200.00
04/01/2023	*****	ACCOUNT : 30-01300			\$200.00	\$0.00	\$0.00	\$200.00
		FOOD			\$200.00	\$0.00	\$0.00	\$200.00
		Ending Balance			\$14,000.00	\$0.00	\$3,738.00	\$10,262.00
04/01/2023	*****	ACCOUNT : 30-01500			\$14,000.00	\$0.00	\$3,738.00	\$10,262.00
		INSURANCE			\$14,000.00	\$0.00	\$3,738.00	\$10,262.00
04/06/2023	*****	FLANIGAN-LEAVITT INSURANCE INC	01002243	CL834682	\$0.00	\$0.00	\$5,110.00 *	\$5,152.00 ✓
		348747 4/1/23-4/1/24 ACCT#5619			\$0.00	\$0.00	\$5,110.00 *	\$5,152.00 ✓
		Ending Balance			\$14,000.00	\$0.00	\$8,848.00	\$5,152.00
04/01/2023	*****	ACCOUNT : 30-01700			\$1,300.00	\$0.00	\$3,835.99	(\$2,535.99)
		MAINTENANCE-OFFICE EQUIPMENT			\$1,300.00	\$0.00	\$3,835.99	(\$2,535.99)
		HONUKI, INC.			\$1,300.00	\$0.00	\$3,835.99	(\$2,535.99)
04/06/2023	*****	ESTIMATE ID#12514 3/14/23	01002248	CL834685	\$0.00	\$0.00	\$1,506.80 *	(\$4,042.79) ✓
		Ending Balance			\$1,300.00	\$0.00	\$1,506.80 *	(\$4,042.79) ✓
04/01/2023	*****	ACCOUNT : 30-01701			\$1,300.00	\$0.00	\$5,342.79	(\$4,042.79)
		MAINTENANCE-COUNTY VEHICLES			\$1,300.00	\$0.00	\$5,342.79	(\$4,042.79)
		BD STAUB & SONS PETROLEUM, INC			\$1,300.00	\$0.00	\$5,342.79	(\$4,042.79)
04/06/2023	*****	8564706 12/21/22	01002242	CL834681	\$0.00	\$0.00	\$2,543.87 *	\$2,935.83 ✓
		Ending Balance			\$8,000.00	\$0.00	\$5,064.17	\$2,935.83

County of Lassen
Auditor Controller
Appropriation Ledger
 From 4/1/2023 to 4/30/2023

Date	Program	Description	Warrant	Document	Appropriations	Encumbrances	Expenditures	Unencumbered
04/01/2023	*****	ACCOUNT : 30-01800			\$2,000.00	\$0.00	\$931.00	\$1,069.00
		MAINT-BUILDINGS & IMPROVEMENTS						
		Ending Balance			\$2,000.00	\$0.00	\$931.00	\$1,069.00
04/01/2023	*****	ACCOUNT : 30-01900			\$100.00	\$0.00	\$422.02	(\$322.02)
		MEDICAL,DENTAL & LAB SUPPLIES						
		Ending Balance			\$100.00	\$0.00	\$422.02	(\$322.02)
04/01/2023	*****	ACCOUNT : 30-02200			\$125.00	\$0.00	\$0.00	\$125.00
		OFFICE EXPENSE						
		Ending Balance			\$125.00	\$0.00	\$0.00	\$125.00
04/01/2023	*****	ACCOUNT : 30-02300			\$0.00	\$0.00	\$2,466.66	(\$2,466.66)
		PROFESSIONAL & SPECIALIZED SV						
		Ending Balance			\$0.00	\$0.00	\$2,466.66	(\$2,466.66)
04/01/2023	*****	ACCOUNT : 30-02700			\$1,100.00	\$0.00	\$0.00	\$1,100.00
		SMALL TOOLS AND INSTRUMENTS						
		Ending Balance			\$1,100.00	\$0.00	\$0.00	\$1,100.00
04/01/2023	*****	ACCOUNT : 30-02900			\$500.00	\$0.00	\$0.00	\$500.00
		TRANSPORTATION AND TRAVEL						
		SCOTT HAGEN						
04/06/2023		RMB FLIGHT 3/13/23 CONF#33FXHT	01002246	CL834684	\$0.00	\$0.00	\$437.96	\$62.04
		Ending Balance			\$500.00	\$0.00	\$437.96	\$62.04
04/01/2023	*****	ACCOUNT : 30-02901			\$250.00	\$0.00	\$0.00	\$250.00
		CONFERENCES AND TRAINING						
		Ending Balance			\$250.00	\$0.00	\$0.00	\$250.00
04/01/2023	*****	ACCOUNT : 30-03000			\$2,000.00	\$0.00	\$32.02	\$1,967.98
		UTILITIES						
		Ending Balance			\$2,000.00	\$0.00	\$32.02	\$1,967.98
		SERVICES AND SUP Totals As of 4/1/2023			\$34,275.00	\$0.00	\$14,281.58	\$19,993.42
		Current Period			\$0.00	\$0.00	\$9,598.63	(\$9,598.63)
		Ending Balance			\$34,275.00	\$0.00	\$23,880.21	\$10,394.79
04/01/2023	*****	ACCOUNT : 30-06200			\$0.00	\$0.00	\$116,210.00	(\$116,210.00)

County of Lassen
Auditor Controller
Appropriation Ledger
 From 4/1/2023 to 4/30/2023

Date	Program	Description	Warrant	Document	Appropriations	Encumbrances	Expenditures	Unencumbered
		EQUIPMENT						
		FIXED ASSETS Totals As of 4/1/2023			\$0.00	\$0.00	\$116,210.00	(\$116,210.00)
		Ending Balance			\$0.00	\$0.00	\$116,210.00	(\$116,210.00)
		Current Period			\$0.00	\$0.00	\$0.00	\$0.00
		Ending Balance			\$0.00	\$0.00	\$116,210.00	(\$116,210.00)
		Cost Center Totals As of 4/1/2023			\$37,635.00	\$0.00	\$130,491.58	(\$92,856.58)
		Ending Balance			\$0.00	\$0.00	\$9,598.63	(\$9,598.63)
		Current Period			\$37,635.00	\$0.00	\$140,090.21	(\$102,455.21)
		Ending Balance			\$37,635.00	\$0.00	\$140,090.21	(\$102,455.21)
		Budget Unit Totals As of 4/1/2023			\$37,635.00	\$0.00	\$130,491.58	(\$92,856.58)
		Ending Balance			\$0.00	\$0.00	\$9,598.63	(\$9,598.63)
		Current Period			\$37,635.00	\$0.00	\$140,090.21	(\$102,455.21)
		Ending Balance			\$37,635.00	\$0.00	\$140,090.21	(\$102,455.21)
		Fund Totals As of 4/1/2023			\$37,635.00	\$0.00	\$130,491.58	(\$92,856.58)
		Ending Balance			\$0.00	\$0.00	\$9,598.63	(\$9,598.63)
		Current Period			\$37,635.00	\$0.00	\$140,090.21	(\$102,455.21)
		Ending Balance			\$37,635.00	\$0.00	\$140,090.21	(\$102,455.21)

9:30 AM

05/16/23

Spalding Community Services District
Reconciliation Summary
1.227 · 227 Sewer - Main Cash Account, Period Ending 04/30/2023

	<u>Apr 30, 23</u>
Beginning Balance	34,500.64
Cleared Transactions	
Checks and Payments - 24 items	-30,314.36
Deposits and Credits - 22 items	38,987.20
Total Cleared Transactions	<u>8,672.84</u>
Cleared Balance	<u><u>43,173.48</u></u>
Uncleared Transactions	
Checks and Payments - 33 items	-26,299.87
Deposits and Credits - 3 items	720.40
Total Uncleared Transactions	<u>-25,579.47</u>
Register Balance as of 04/30/2023	<u><u>17,594.01</u></u>
New Transactions	
Checks and Payments - 19 items	-14,881.23
Deposits and Credits - 12 items	5,047.80
Total New Transactions	<u>-9,833.43</u>
Ending Balance	<u><u>7,760.58</u></u>

**Spalding Sewer Finances - April, 2023
Revenue**

		227 Sewer Fund		22/23 FY
		22/23	22/23	Remaining
Account #	Balances and Income	Budget	to date	Budget
0100000	Cash Balance	5,000	7,229.01	
2011200	Rental Income (chairs, tables, building)			
2011200	Rental Income (Directory Signs)			
2011200	Fire Apparatus Rental			
2011200	Misc Income (Donations, Equipment Sales, Etc.)	3,000	30.00	2,970.00
2012200	Operating Trans In (Trust Account Transfers)	32,000	35,000.00	
2000904	Fire Parcel Assessment Fee (225 Fund)			
2000905	Fire Parcel Assessment Fee Prior Year			
2003000	Interest Income	1,000	859.11	140.89
2006200	State Grants (PG&E Fire Settlement)		70,000.00	
2007200	Federal Grants			
2012200	Capital Improvement (Dev Imp Fees)			
2008106	Sewer Service Fees			
2010600	Sewer Operations/Maint. Assessments	200,000	178,821.08	21,178.92
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	241,000.00	291,939.20	24,289.81

Spalding Sewer Finances - April 2023
Expenses

		227 Sewer Fund		22/23 FY
		22/23	22/23	Remaining
Account #	Balances and Income	Budget	to date	Budget
3000100	Salaries and Wages	105,000.00	69,836.31	35,163.69
3000211	Special District Benefits	25,000.00	23,161.28	1,838.72
3001200	Communications	20,000.00	18,922.92	1,077.08
3001500	Insurance (workers Comp/auto/Liability)	15,000.00	9,693.00	5,307.00
3001700	Maintenance - Equipment	15,000.00	506.88	14,493.12
3001701	Maintenance Vehicles & Fuel	8,000.00	6,694.55	1,305.45
3001800	Maintenance Building/Improvements	4,000.00	4,117.38	-117.38
3002000	Memberships	2,300.00	2,096.00	204.00
3002200	Office Expenses	2,700.00	2,867.95	-167.95
3002201	Postage	1,500.00	486.24	1,013.76
3002205	Grant Expenditures			
3002300	Professional and Specialized Services	23,000.00	24,615.63	-1,615.63
3002400	Publications and Legal Notices	2,000.00	163.50	1,836.50
3002500	Rents and Leased Equipment	2,500.00	1,878.60	621.40
3002700	Small Tools and Minor Equipment	2,000.00		2,000.00
3002800	Special Department Expense		300.00	-300.00
3002900	Transportation and Travel	1,000.00		1,000.00
3002901	Conferences and Training	2,000.00		2,000.00
3003000	Utilities	10,000.00	13,425.48	-3,425.48
3006100	Buildings/Improvements - Capital Improv.			0.00
3006200	Equipment			0.00
3007000	Administrative Allocation - Transfer Out (transfer to Fire)		70,000.00	-70,000.00
3008500	Bond/Solar (Special Items)			
Total Expenses		241,000.00	248,765.72	-7,765.72
Budget Balance (Revenue Minus Total Expenses)			43,173.48	

County of Lassen
Auditor Controller
General Ledger

From 4/1/2023 to 4/30/2023

Account	Date	Program	Description	Document	Debit	Credit	Balance
01-00000	04/01/2023	*****	SPAULDING CSD/SEWER		\$0.00	\$0.00	\$41,907.66
01-00000	04/01/2023		JAN-MAR INTEREST APPORTIONMENT	JE001717	\$303.78 ✓	\$0.00	\$42,211.44
01-00000	04/06/2023		WARRANTS	WA040623	\$0.00	\$11,211.90	\$30,999.54
01-00000	04/07/2023		Spalding/Payoff+Sewer on 4/6	DP156693	* \$234.00 ✓	\$0.00	\$31,233.54
01-00000	04/07/2023		WARRANTS	WA040723	\$0.00	\$2,612.15	\$28,621.39
01-00000	04/10/2023		Spalding/Sewer on 4/4 Part 1	DP156716	* \$257.40 ✓	\$0.00	\$28,878.79
01-00000	04/10/2023		Spalding/Sewer on 4/5	DP156717	* \$78.00 ✓	\$0.00	\$28,956.79
01-00000	04/11/2023		Spalding/Sewer on 4/4	DP156735	* \$234.00 ✓	\$0.00	\$29,190.79
01-00000	04/11/2023		Spalding/Sewer on 4/7	DP156736	* \$312.00 ✓	\$0.00	\$29,502.79
01-00000	04/13/2023		Spalding/Sewer on 4/10	DP156797	* \$156.00 ✓	\$0.00	\$29,658.79
01-00000	04/13/2023		WARRANTS	WA041323	\$0.00	\$4,400.77	\$25,258.02
01-00000	04/14/2023		4/14/23 BIWEEKLY DD NET PAY	CM001196	\$0.00	\$3,848.99	\$21,409.03
01-00000	04/14/2023		4/14/22 BIWEEKLY DD FEES	CM001198	\$0.00	\$10.00	\$21,399.03
01-00000	04/14/2023		Spalding/Sewer on 4/11	DP156834	* \$78.00 ✓	\$0.00	\$21,477.03
01-00000	04/17/2023		4/14/23 PAYROLL TAXES	CM001207	\$0.00	\$4,127.05	\$17,349.98
01-00000	04/18/2023		Spalding/Sewer on 4/13	DP156896	\$300.00 ✓	\$0.00	\$17,649.98
01-00000	04/19/2023		Spalding/Sewer on 4/16	DP156921	* \$156.00 ✓	\$0.00	\$17,805.98
01-00000	04/20/2023		Spalding/Sewer on 4/17	DP156939	\$390.00 ✓	\$0.00	\$18,195.98
01-00000	04/21/2023		O&M FEES	DP156973	* \$18,956.80 ✓	\$0.00	\$37,152.78
01-00000	04/24/2023		Spalding/Sewer on 4/19	DP156982	* \$1,224.00 ✓	\$0.00	\$38,376.78
01-00000	04/26/2023		O & M Fee	DP157046	* \$8,339.20 ✓	\$0.00	\$46,715.98
01-00000	04/28/2023		4/28/23 BIWEEKLY DD NET PAY	CM001253	\$0.00	\$4,093.50	\$42,622.48
01-00000	04/28/2023		4/28/23 BIWEEKLY DD FEES	CM001253	\$0.00	\$10.00	\$42,612.48
01-00000	04/28/2023		Spalding CSD on 4/25	DP157095	* \$483.00 ✓	\$0.00	\$43,095.48

405.00
Not included

County of Lassen
Auditor Controller
General Ledger

From 4/1/2023 to 4/30/2023

Account	Date	Program	Description	Document	Debit	Credit	Balance
01-00000	04/28/2023		Spalding CSD on 4/26	DP157105	\$78.00	\$0.00	\$43,173.48
20-00000	04/30/2023	*****	REVENUE		\$31,580.18	\$30,314.36	\$43,173.48
			Ending Balance:		\$0.00	\$0.00	(\$226,139.54)
30-00000	04/30/2023	*****	EXPENDITURES		\$0.00	\$0.00	(\$226,139.54)
			Ending Balance:		\$0.00	\$0.00	\$190,195.07
75-00000	04/01/2023	*****	JUNE 30 ESTIMATED FUND BALANCE		\$0.00	\$0.00	\$190,195.07
			Ending Balance:		\$0.00	\$0.00	(\$7,229.01)
91-00000	04/30/2023	*****	ESTIMATED REVENUES		\$0.00	\$0.00	\$241,000.00
			Ending Balance:		\$0.00	\$0.00	\$241,000.00
93-00000	04/30/2023	*****	APPROPRIATIONS		\$0.00	\$0.00	(\$241,000.00)
			Ending Balance:		\$0.00	\$0.00	(\$241,000.00)

**County of Lassen
Auditor Controller
Appropriation Ledger**

From 4/1/2023 to 4/30/2023

Date	Program	Description	Warrant	Document	Appropriations	Encumbrances	Expenditures	Unencumbered
04/01/2023	*****	ACCOUNT : 30-00100			\$105,000.00	\$0.00	\$61,561.90	\$43,438.10
		SALARIES AND WAGES						
04/06/2023		KELLY HANDY	01002247	CL834877	\$0.00	\$0.00	\$331.92	\$43,106.18
		2/19-2/25/23 NET PR-FIRST CHK						
04/14/2023		4/14/23 BIWEEKLY DD NET PAY		CM001196	\$0.00	\$0.00	\$3,848.99	\$39,257.19
		4/28/23 BIWEEKLY DD NET PAY		CM001253	\$0.00	\$0.00	\$4,093.50	\$35,163.69
04/01/2023	*****	ACCOUNT : 30-00211			\$105,000.00	\$0.00	\$69,836.31	\$35,163.69
		SPECIAL DISTRICTS BENEFITS			\$25,000.00	\$0.00	\$18,758.31	\$6,241.69
04/06/2023		GUARDIAN LIFE INS CO OF AMERIC	01002245	CL834683	\$0.00	\$0.00	\$255.92	\$5,985.77
		GRP#765033 4/1-4/30/23						
04/14/2023		4/14/22 BIWEEKLY DD FEES		CM001198	\$0.00	\$0.00	\$10.00	\$5,975.77
04/17/2023		4/14/23 IRS PAYROLL TAXES		CM001207	\$0.00	\$0.00	\$3,049.93	\$2,925.84
04/17/2023		4/14/23 EDD PAYROLL TAXES		CM001207	\$0.00	\$0.00	\$1,077.12	\$1,848.72
04/28/2023		4/28/23 BIWEEKLY DD FEES		CM001253	\$0.00	\$0.00	\$10.00	\$1,838.72
		Ending Balance			\$25,000.00	\$0.00	\$23,161.28	\$1,838.72
		SAL & BENS Totals As of 4/1/2023			\$130,000.00	\$0.00	\$80,320.21	\$49,679.79
		Current Period			\$0.00	\$0.00	\$12,677.38	(\$12,677.38)
		Ending Balance			\$130,000.00	\$0.00	\$92,997.59	\$37,002.41
04/01/2023	*****	ACCOUNT : 30-01100			\$0.00	\$0.00	\$256.62	(\$256.62)
		CLOTHING & PERSONAL						
04/01/2023	*****	ACCOUNT : 30-01200			\$0.00	\$0.00	\$256.62	(\$256.62)
		COMMUNICATIONS			\$20,000.00	\$0.00	\$14,841.66	\$5,158.34
04/06/2023		DIGITAL DEPLOYMENT, INC	01002250	CL834686	\$0.00	\$0.00	\$75.00	\$5,083.34
		INV#8525D18B-0028 MAR 1-APR 1						
04/06/2023		SACRAMENTO VALLEY LMTD PARTNER	01002252	CL834843	\$0.00	\$0.00	\$925.24	\$4,158.10
		9929922405 2/15-3/11/23						
04/06/2023		FRONTIER/CITIZENS COMM CO	01002244	CL834851	\$0.00	\$0.00	\$765.43	\$3,392.67
		530-825-3258 2/25-3/24/23						

**County of Lassen
Auditor Controller
Appropriation Ledger**

From 4/1/2023 to 4/30/2023

Date	Program	Description	Warrant	Document	Appropriations	Encumbrances	Expenditures	Unencumbered
04/07/2023		UMPQUA BANK FRONTIER 2/1/23 #2477	01002313	CL834913	\$0.00	\$0.00	\$1,399.84 ✓	\$1,992.83
04/07/2023		UMPQUA BANK FREE CONF CALL 2/9/23 #2477	01002313	CL834913	\$0.00	\$0.00	\$3.95 ✓	\$1,988.88
04/07/2023		MARLANE MORSE RMB REAL TIME CLOUD 3/16/23	01002312	CL834915	\$0.00	\$0.00	\$60.00 ✓	\$1,928.88
04/07/2023		MARLANE MORSE RMB ACE CLOUD HOSTING 3/1/23	01002312	CL834915	\$0.00	\$0.00	\$109.98 ✓	\$1,818.90
04/13/2023		MARLANE MORSE RMB VERIZON 1/12-2/11/23	01002439	CL835130	\$0.00	\$0.00	\$911.80 ✓	\$907.10
04/01/2023	*****	ACCOUNT : 30-01400 HOUSEHOLD EXPENSES			\$20,000.00	\$0.00	\$19,092.90	\$907.10
04/07/2023		UMPQUA BANK AMAZON 2/12/23 #2477	01002313	CL834913	\$0.00	\$0.00	\$355.31	(\$355.31)
04/01/2023	*****	ACCOUNT : 30-01500 INSURANCE			\$0.00	\$0.00	\$375.68	(\$375.68)
04/13/2023		FASIS/FDAC FASIS-2023-0384 22/23 Q4 WC	01002437	CL835001	\$15,000.00	\$0.00	\$9,693.00	\$5,307.00
04/01/2023	*****	ACCOUNT : 30-01700 MAINTENANCE - EQUIPMENT			\$0.00	\$0.00	\$3,465.50 ✓	\$1,841.50
04/07/2023		KANYON GALLEGO DP155738 REFUND-WRONG DEPT	01002311	CL834912	\$15,000.00	\$0.00	\$13,158.50	\$1,841.50
04/13/2023		PORTER ENTERPRISES-NAPA SIERRA 431775 3/31/23	01002438	CL835002	\$0.00	\$0.00	\$5,483.36	\$9,516.64
04/01/2023	*****	ACCOUNT : 30-01701 MAINTENANCE-COUNTY VEHICLES			\$0.00	\$0.00	\$83.91 ✓	\$9,432.73
04/06/2023		ED STAUB & SONS PETROLEUM, INC 8564686 12/21/22	01002242	CL834681	\$0.00	\$0.00	\$23.47 ✓	\$9,409.26
04/01/2023	*****	ACCOUNT : 30-01800 MAINT-BUILDINGS & IMPROVEMENTS			\$15,000.00	\$0.00	\$5,590.74	\$9,409.26
04/01/2023	*****	ACCOUNT : 30-01800 MAINT-BUILDINGS & IMPROVEMENTS			\$8,000.00	\$0.00	\$3,794.55	\$4,205.45
04/01/2023	*****	ACCOUNT : 30-01800 MAINT-BUILDINGS & IMPROVEMENTS			\$0.00	\$0.00	\$5,145.99 ✓	(\$940.54)
04/01/2023	*****	ACCOUNT : 30-01800 MAINT-BUILDINGS & IMPROVEMENTS			\$8,000.00	\$0.00	\$8,940.54	(\$940.54)
04/01/2023	*****	ACCOUNT : 30-01800 MAINT-BUILDINGS & IMPROVEMENTS			\$4,000.00	\$0.00	\$7,595.73	(\$3,595.73)

was put in FIRE.

**County of Lassen
Auditor Controller
Appropriation Ledger**

From 4/1/2023 to 4/30/2023

Date	Program	Description	Warrant	Document	Appropriations	Encumbrances	Expenditures	Unencumbered
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	FIRE - \$156.42	(\$3,752.15)
		BK TECH 2/6/23 #1390						
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	AGE \$109.98	(\$3,862.13)
		MYREALDATA 2/1/23 #2477						
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	FINANCE CHRG <u>FINANCE CHRG</u> \$64.55	(\$3,926.68)
		FINANCE CHRG 2/28/23 #1374						
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	FIRE - \$294.03	(\$4,220.71)
		TWO WY RADIO 2/8/23 #1390						
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	FINANCE CHRG \$35.00	(\$4,255.71)
		LATE FEE 2/28/23 #1374						
Ending Balance					\$4,000.00	\$0.00	\$8,255.71	(\$4,255.71)
04/01/2023	*****	ACCOUNT : 30-02000 MEMBERSHIPS			\$2,300.00	\$0.00	\$2,096.00	\$204.00
Ending Balance					\$2,300.00	\$0.00	\$2,096.00	\$204.00
04/01/2023	*****	ACCOUNT : 30-02200 OFFICE EXPENSE			\$2,700.00	\$0.00	\$1,209.58	\$1,490.42
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	CLERK \$36.38	\$1,454.04
		AMAZON 2/15/23 #2477						
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	\$16.08	\$1,437.96
		AMZN PRIME SUB 2/10/23 #2477						
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	\$127.50	\$1,310.46
		INTUIT 2/13/23 #2477						
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	\$61.09	\$1,249.37
		AMAZON 2/15/23 #2477						
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	\$16.99	\$1,232.38
		ADOBE SUB 2/3/23 #2477						
04/07/2023		UMPQUA BANK	01002313	CL834913	\$0.00	\$0.00	\$16.08	\$1,216.30
		AMZN PRIME SUB 2/11/23 #2477						
Ending Balance					\$2,700.00	\$0.00	\$1,483.70	\$1,216.30
04/01/2023	*****	ACCOUNT : 30-02201 POSTAGE			\$1,500.00	\$0.00	\$246.24	\$1,253.76
Ending Balance					\$1,500.00	\$0.00	\$246.24	\$1,253.76
04/01/2023	*****	ACCOUNT : 30-02300 PROFESSIONAL & SPECIALIZED SV			\$23,000.00	\$0.00	\$24,615.63	(\$1,615.63)
		SUSAN OLMSTEAD-BOWEN, CPA						
04/06/2023		2/4-2/28/23 REMOTE ACCESS	01002251	CL834869	\$0.00	\$0.00	\$600.00 ✓	(\$2,215.63)

FD: 227 SPALDING CSD - SEWER FUND
 B/U: 2270 SPALDING CSD - SEWER
 C/C: NONE

**County of Lassen
 Auditor Controller
 Appropriation Ledger**

From 4/1/2023 to 4/30/2023

Date	Program	Description	Warrant	Document	Appropriations	Encumbrances	Expenditures	Unencumbered
04/06/2023		STRADLING YOCCA CALRSON & RAUTH 395569 3/22/23 FILE#200765	01002249	CL834884	\$0.00	\$0.00	\$3,112.40 ✓	(\$5,328.03)
04/01/2023	*****	Ending Balance ACCOUNT : 30-02400 PUBLICATIONS AND LEGAL NOTICES			\$23,000.00	\$0.00	\$28,328.03	(\$5,328.03)
04/01/2023	*****	Ending Balance ACCOUNT : 30-02500 RENTS AND LEASES - EQUIPMENT			\$2,500.00	\$0.00	\$54.00	\$1,946.00
04/01/2023	*****	Ending Balance ACCOUNT : 30-02700 SMALL TOOLS AND INSTRUMENTS			\$2,500.00	\$0.00	\$1,878.60	\$621.40
04/01/2023	*****	Ending Balance ACCOUNT : 30-02800 SPECIAL DEPARTMENTAL EXPENSE			\$2,000.00	\$0.00	\$0.00	\$2,000.00
04/01/2023	*****	Ending Balance ACCOUNT : 30-02900 TRANSPORTATION AND TRAVEL			\$0.00	\$0.00	\$300.00	(\$300.00)
04/01/2023	*****	Ending Balance ACCOUNT : 30-02901 CONFERENCES AND TRAINING			\$1,000.00	\$0.00	\$0.00	(\$300.00)
04/01/2023	*****	Ending Balance ACCOUNT : 30-03000 UTILITIES			\$1,000.00	\$0.00	\$0.00	\$1,000.00
		SERVICES AND SUP Totals As of 4/1/2023			\$2,000.00	\$0.00	\$7,140.22	\$2,859.78
		Current Period			\$10,000.00	\$0.00	\$7,140.22	\$2,859.78
		Ending Balance			\$111,000.00	\$0.00	\$79,560.50	\$31,439.50
		Cost Center Totals As of 4/1/2023			\$0.00	\$0.00	\$17,636.98	(\$17,636.98)
		Current Period			\$111,000.00	\$0.00	\$97,197.48	\$13,802.52
		Ending Balance			\$241,000.00	\$0.00	\$159,880.71	\$81,119.29
		Budget Unit Totals As of 4/1/2023			\$0.00	\$0.00	\$30,314.36	(\$30,314.36)
		Current Period			\$241,000.00	\$0.00	\$190,195.07	\$50,804.93
		Ending Balance			\$241,000.00	\$0.00	\$159,880.71	\$81,119.29
		Fund Totals As of 4/1/2023			\$0.00	\$0.00	\$30,314.36	(\$30,314.36)
		Current Period			\$241,000.00	\$0.00	\$190,195.07	\$50,804.93
		Ending Balance			\$241,000.00	\$0.00	\$159,880.71	\$81,119.29

FD:

B/U:

C/C:

**County of Lassen
Auditor Controller
Appropriation Ledger**

Date	Program	Description	Warrant	Document	Appropriations	Encumbrances	Expenditures	Unencumbered
		Current Period			\$0.00	\$0.00	\$30,314.36	(\$30,314.36)
		Ending Balance			\$241,000.00	\$0.00	\$190,195.07	\$50,804.93

SEWER REPORT



Sewer- Recreation & Fire Protection

Spalding Community Services District

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

SEWER - MAINTENANCE

16 MAY 2023

David Handy

The new Hyper Server Module (HSM003) was installed early May 2023.

Dan Lafontaine from SUSP Engineering and Mike Busse will be assisting us with the SSMP on the 24th of May 2023. They will also look at Pump Station #1 and #4 for sinking. We will also be discussing the needs assessment for our sewage system.

SCSD – H2O PRO assisted me with Pump Station #1 on 9 May 2023. Pump #1 and #3 need to be replaced along with other work. Was suppose to receive a proposal 15 May 2023. Have not received one yet.

Currently working on plans:

1. Replace and/or rent a tractor for SCSD as needed. No update.
2. Remove the Dump Truck (sell?). No update.
3. Contact SUSP to address PS #1 and #4 that have been sinking. This will be addressed 24 May 2023
4. Cost of materials for Pump Stations fence replacement. No update.
5. Repair/replace SCSD building siding/trim/paint. No update.
6. Cost to add gutter guards to maintenance building. No update.
7. Repair of current Snowplow and bids for a new Snowplow. Snowplow was welded. Now needs to have the hydraulics bled and light set repaired.
8. Door for Mahindra tractor. Door was installed last week.
9. Collect more bids from SCADA vendors to simplify and upgrade our computer systems. Bids put on hold until a needs assessment has been completed.
10. Tech support availability. Support from Mike Busse (CRWA) continues to be outstanding.