


In an effort to save time and resources Agenda Attachments can be requested in the office (.45 Cents/Page)

Spalding Community Services District

	Directors: Kathy Claytor: Chair Ellen Stallings: Vice Chair Jerald Oliver Scott Hagen Vacancy	Staff: Ken Ward: Interim General Manager Mike Garcia: Administrative Assistant Kelly Handy: Office Manager Brad Mallory: Sewer Technician Stacey Hamm: Office Assistant
Eagle Lake Community Center 502-907 Mahogany Way Susanville, CA 96130		

Meeting ID: 828 7776 9220

Passcode: 502907

Link:

<https://us06web.zoom.us/j/82877769220?pwd=JdGDCG8mqjIrnafWTviBKp8d0Wsm1L.1>

Phone Call In: (646) 568-7788

Meeting ID: 828 7776 9220#

Passcode: 502907#

Welcome to the SCSD Board Meeting

The Spalding Community Services District welcomes, appreciates and encourages participation in the District's Board Meetings. The Board requests that you limit your presentation or comment to five minutes per person so all who wish to participate may have the opportunity to do so, at the discretion of the Board Chair. The Board reserves the right to reasonably limit the total time for public comment on any particular noticed agenda item as it may deem necessary. Online and telephonic access does not guarantee the public the ability to observe the meeting in the event there is a disruption or connectivity issue that affect broadcasting. All remote attendees will be muted except for the time reserved for public comment to avoid any potential disruption of the meeting and to preserve appropriate decorum. Members of the public who want to be assured that they have the ability to observe the meeting and make comment during the meeting, should attend the meeting in person.

Agenda

Board of Directors

Regular Meeting

1:00 PM

March 12, 2026

- 1. Call to Order** – Kathy Claytor
- 2. Roll Call** – Mike Garcia
Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____
- 3. Pledge of Allegiance**
Led by Chairperson Claytor
- 4. Agenda Approval** – Kathy Claytor
Board Discussion
Public Comment

In an effort to save time and resources Agenda Attachments can be requested in the office (.45 Cents/Page)

Motion to Approve the Agenda

Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____

5. Public Comment – Note for the Public

Members of the Public may provide public comments 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 specifies a different 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.

6. Approval of Minutes – Kathy Claytor

ACTION ITEM

Supporting Documents: 2.12.26 Minutes

Board Discussion

Public Comment

Motion

Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____

Tabled ____

7. Vote on Board Chair – Ellen Stallings

ACTION ITEM

This vote is to be retroactive to the beginning of the year.

Supporting Documents: NA

Board Discussion

Public Comment

Motion

Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____

Tabled ____

8. Interim General Manager, Ken Ward Resignation – Kathy Claytor

No Action To Be Taken

Supporting Documents: GM Ken Ward Resignation Letter

Board Discussion

Public Comment

9. Consideration of Replacement General Manager – Kathy Claytor

ACTION ITEM

Supporting Documents: General Manager Contract

Board Discussion

Public Comment

Motion

Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____

Tabled ____

10. General Manager Report – Mike Garcia (In Ken Wards Absence)

No Action To Be Taken

Brief summary of the month of February (New Zoom, OES Update, Stream Line, Doc Access)

Supporting Documents: NA

Board Discussion

Public Comment

In an effort to save time and resources Agenda Attachments can be requested in the office (.45 Cents/Page)

11. Sewer Report – Brad Mallory

No Action To Be Taken

Pond 2 update, Daily flow update, Lift Station 3 update

Supporting Documents: Rental Receipt

Board Discussion
Public Comment

12. Fire Report – Frank Muse

No Action To Be Taken

Activity Report

Supporting Documents: NA

Board Discussion
Public Comment

13. Recreation Report – Mike Garcia

No Action To Be Taken

Activity Report

Supporting Documents: NA

Board Discussion
Public Comment

14. Board Reports

No Action To Be Taken

Kathy Claytor - Department of Planning and Building Services Complaint Form

Supporting Documents: Department of Planning Complaint Form

Ellen Stallings – LAFCO Update

Supporting Documents: NA

Jerald Oliver – Installation of Wheel Stops

Supporting Documents: NA

Scott Hagen – Ponds and Valves Update

Supporting Documents: NA

Old Business:

15. Brad Mentor Update – Mike Garcia

ACTION ITEM

We are working to find 3 certified people willing to mentor Brad and get him credit for his hours worked. This will allow him to begin to work towards his grade 1 certification.

Supporting Documents: Brad Mentor Bids

Board Discussion
Public Comment
Motion

Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____
Tabled ____

16. Standing Sewer Committee – Mike Garcia

ACTION ITEM

In an effort to save time and resources Agenda Attachments can be requested in the office (.45 Cents/Page)
We would like to set up an ongoing committee for Sewer related concerns and maintenance. This committee is to include at least one board member and will meet as needed to address ongoing repairs needed for our Sewer system.

Supporting Documents: NA

Board Discussion
Public Comment
Motion

Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____
Tabled ____

17. Strategic Plan Review – Mike Garcia

No Action To Be Taken

We are 30 days into the 45 days for review. All feedback regarding the Strategic Plan should be Directed to GeneralManager@SpaldingCSD.org

Supporting Documents: Strategic Plan

Board Discussion
Public Comment

18. YouTube Channel Update – Mike Garcia

No Action To Be Taken

YouTube channel has been established with videos uploaded. This channel is limited to Board Meetings Only at this time. Closed Captions should be functional, and it is our goal to bring availability to all the members of our community.

Supporting Documents: <https://www.youtube.com/@SpaldingCSD>

Board Discussion
Public Comment

New Business:

19. OES Grant Modification – Mike Garcia

ACTION ITEM

We are looking to remove Sheryl Alvernez as Contact and add Mike Garcia

Supporting Documents: [Governing Body Resolution New, Governing Body Resolution Existing, OES Workbook Modification](#)

Board Discussion
Public Comment
Motion

Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____
Tabled ____

20. Standing Recreation Committee – Mike Garcia

ACTION ITEM

Per the Strategic Plan and in preparation for the summer months, we would like to put a team together to revamping our Recreation Services.

Supporting Documents: [Recreation Committee Action Items](#)

Board Discussion
Public Comment
Motion

Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____

In an effort to save time and resources Agenda Attachments can be requested in the office (.45 Cents/Page)
Tabled _____

21. Budget: - Mike Garcia

No Action To Be Taken

We need to work towards completing Fiscal Audit, Forensic Audit, Get back on Schedule (3 Bids). Explore the budgetary items in the Strategic Plan and begin implementing and planning for long term expenses.

Supporting Documents: NA

Board Discussion

Public Comment

22. Adjourn

a. Motion to Adjourn the meeting

b. Board Vote: Kathy Claytor _____ Ellen Stallings _____ Jerald Oliver _____ Scott Hagen _____

Next Regular Meeting:
April 9, 2026 1:00 p.m.

All documents for public review are on file at the District Office located at 502-907 Mahogany Way, Susanville, CA 96130
Copies of records provided to Board Members which relate to any agenda item to be discussed in open session may be obtained online at spaldingcsd.org or from the District Office at 502-907 Mahogany Cay, Susanville, CA 96130

Reasonable Accommodation

Any person with a disability who requires accommodation in order to participate in this meeting or for package materials in an alternative format should telephone the District at 530-825-3258 and request to speak to the ADA Compliance Officer, at least 48 hours prior to the meeting to make a request for disability-related modification or accommodation. All accommodation requests will be handled swiftly and resolving all doubts in favor of access.