



SPALDING COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

MEETING AGENDA
AUGUST 20TH, 2021
3:00 PM

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

PUBLIC COMMENTS ON AGENDIZED ITEMS 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.

CALL TO ORDER

ROLL CALL

___ Mike Arnold

___ Ted Thomas

___ Larry Doss

___ Ed Lawson

___ Darren Read

1. PLEDGE OF ALLEGIANCE

2. APPROVAL OF THE AGENDA

3. STAFF REPORT

1) Staff Report

2) Up Date on Solar Panels

4. **GENERAL MANAGER REPORT**

- a. **Ken Coffee chose not to renew his contract as GM with SCSD. His final day with the District was August 5, 2021.**

5. **FIRE CHIEF REPORT TO BOARD**

6. **PUBLIC COMMENT** – Please wait to speak to items listed on the agenda until their time for discussion. Presentations are subject to a five-minute limit.

7. **APPROVAL OF MINUTES**

- a. Submitted for approval are the minutes from the June 18, 2021 Board of Directors meeting.

Action requested – APPROVE BOARD MINUTES FOR June 18, 2021 AND AUTHORIZE THE BOARD MEMBERS PRESENT TO SIGN

- b. **Submitted for approval are the minutes from the July 30, 2021 Special Budget Workshop Meeting.**

Action requested – APPROVE BOARD MINUTES FOR THE JULY 30, 2021 SPECIAL MEETING AND AUTHORIZE THE BOARD MEMBERS PRESENT TO SIGN.

8. **CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine by the Board of Directors. There will be no separate discussion on these items. Any member of the public or the Board of Directors may request removal of an item from the consent calendar to be considered separately.

None

9. **PUBLIC HEARINGS**

None

10. **BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS**

(Pursuant to California State law, the Board is prohibited from taking action on any item not listed on the agenda)

11. **NEW BUSINESS**

- a. **Consider options and approach for recruiting vacant positions for GM, Bookkeeper/Accountant, Auditor and Office Staff.**

Action Requested – Approve taking action to recruit for all positions, by Board Chair, Office Manager and Staff. Set up a review committee to analyze applicants.

12. **CONTINUING BUSINESS**

- a. **The Board will hear comments and questions regarding the preliminary budget for SCSD, fiscal year 21/22.**

b. **Consider adoption of preliminary budget that conforms with generally accepted accounting and budgeting procedures for special districts pursuant to California Government Code 6110(a), (b). A**

public hearing is scheduled for the August 27, 2021 at 3:00pm, for final approval of 21/22 budget pursuant to California Government Code 6110 (c)-(e).

Action Requested – Approve the preliminary budget, with changes, for presentation as the Final 21/22 Budget at the Public Hearing scheduled and posted for August 27, 2021 at 3:00pm.

13. **ADJOURN**

Final Budget Public Hearing set for August 27, 2021 at 3:00 pm.

Next regular meeting is scheduled for September 17th, 2021 at 3:00 p.m.

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.***