# Spalding Community Services District

| | | |
|---|---|---|
| **Eagle Lake Community Center**<br>502-907 Mahogany Way<br>Susanville, CA 96130 | **Directors:**<br>Kathy Claytor: Chair<br>Ellen Stallings: Vice Chair<br>Jerald Oliver<br>Scott Hagen<br>Kathie Muse | **Staff:**<br>Mike Garcia: General Manager<br>Kelly Handy: Office Manager<br>Frank Muse: Volunteer Fire Chief<br>Brad Mallory: Sewer Technician<br>Stacey Hamm: Office Assistant |

**Meeting ID:** **839 9419 8770**
**Passcode:** **502907**
**Link:**
https://us06web.zoom.us/j/83994198770?pwd=CPwmg1H9Rbf6dLiMIaq2bBvbWteUYM.1

**Phone Call In:** **(646) 568-7788**
**Meeting ID:** **839 9419 8770#**
**Passcode:** **502907#**

# SPECIAL 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 issues that affect broadcasting. All remote attendees are expected to remain 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

Special Board Meeting

5:00 PM

**Thursday August 27, 2026**

**NOTICE OF TELECONFERENCE LOCATION**

**Pursuant to Government Code §54953(b), Board Member Kathie Muse will participate via teleconference from:**

In an effort to save time and resources Agenda Attachments can be requested in the office (.35 Cents/Page)

## 18229 Clear Creek Rd, Redding, CA 96001

## This location is open to the public, who may attend and address the Board there. All votes will be taken by roll call.

### Note For Public Comments

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 chairperson 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.

1. **Call to Order –** Kathy Claytor

2. **Roll Call** - Mike Garcia
   Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____ Kathie Muse _____
   **Any additional attendees over the age of 18 from the remote location?**

3. **Pledge of Allegiance**
   Led by Chairperson Claytor

4. **Agenda Approval –** Kathy Claytor
   **ACTION ITEM**
   Vote to approve current agenda
   **Supporting Documents: Agenda 8.27.26**
   Public Comment
   Board Discussion
   Motion to Approve the Agenda
   Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ___
   Kathie Muse _____

5. **Approval to Proceed with Lift Station No. 3 Transfer Switch Replacement** - Mike Garcia
   **ACTION ITEM**
   The automatic transfer switch at Lift Station No. 3 is approaching end of life and has developed functionality concerns on the A leg, requiring continued manual bypass and daily staff monitoring in the interim. Staff recommends full replacement to restore reliable automatic operation and reduce the risk of station downtime.
   **Supporting Documents: Transfer Switch Quote**
   Public Comment
   Board Discussion
   Motion:
   Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ___
   Kathie Muse _____

6. **Potential Board Purchasing Policy 3150 Update** - Mike Garcia

**No Action to Be Taken**

Staff seeks Board direction on a possible purchasing policy revision that would exempt previously used, known-reliable vendors from the standard three-bid requirement within a defined timeframe. This item is for discussion only, any policy change would require a first reading at a future regular meeting.

**Supporting Documents: NA**

Public Comment

Board Discussion

7. **Adjourn**

a. Motion to Adjourn the meeting

Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ___ Kathie Muse _____

Next Regular Meeting:

**September 10, 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.

In an effort to save time and resources Agenda Attachments can be requested in the office (.35 Cents/Page)