



SPALDING COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

REGULAR MEETING AGENDA JANUARY 17, 2020 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

7206 N MENLO AVE., FRESNO CA 93723 (TELEPHONIC LOCATION)

WELCOME TO THE SCSD BOARD MEETING – PLEASE SIGN IN

1. CALL TO ORDER

Pledge of allegiance

A. BOARD OF DIRECTORS ORGANIZATION FOR 2020

Election of Board Chair

Election of Board Vice Chair

2. CORRECTIONS AND/OR CHANGES TO THE AGENDA

3. CONSENT AGENDA

3.01 Approval of Minutes for Board of Directors Meeting – Submitted for approval are the minutes from the November 22, 2019 Board of Directors meeting.

Action requested – APPROVE BOARD MINUTES FOR NOVEMBER 22, 2019, AND AUTHORIZE THE BOARD MEMBERS PRESENT TO SIGN (Mike Arnold, Ted Thomas, Larry Doss) (Admin)

3.02 Approval of Paid District Expenditures for the Month of November, December and January – Submitted for approval are the Districts expenditures for the end of November and December 2019, and the first half of January 2020.

Action Requested -APPROVE DISTRICT EXPENDITURES AND AUTHORIZE THE BOARD MEMBERS TO SIGN (Admin)

4. REGULAR AGENDA

4.01 Any items removed from the consent agenda for Board consideration and action

4.02 Fire Chiefs report to the Board

4.03 Board member / Committee Reports / Board Member Comments
(Pursuant to California State law, the Board is prohibited from taking action on any item not listed on the agenda)

- * FEMA Road Repair Funds Update
- * Sewer Pond Grant Update
- * Fee Study Update
- * Weed and Rubbish Abatement Update

4.04 General Managers update

4.05 Approval of Contract for Mary Cheeks CPA – Mary Cheeks CPAs contract for financial services expired on December 31, 2019 and a new contract is required for the 2020 calendar year. Mary’s annual contract costs is \$14,400 annually.

Action Requested – APPROVE CONTRACT AND AUTHORIZE THE BOARD CHAIR TO SIGN (Admin)

4.06 Approval of Midyear and 3rd Quarter Budget Adjustments – All departments require budget adjustments within the current budget expenditure codes and transfers from trust accounts to keep department expenditures within the approved budget allotment.

Action requested – 1) APPROVE TRANSFERS AND ADJUSTMENT BUDGETS (Admin)

4.07 Vendor Presentation for New Copy Machine Lease Agreement – The lease agreement for the current copy machine is expiring in March 2020. The current vendor would like to discuss out copy machine lease options.

Action requested – 1) BOARD OF DIRECTORS INFORMATIONAL PURPOSES ONLY (Admin)

4.08 Approval of Calendar Year 2020 Board of Director Meeting Dates – Self-explanatory.

Action requested – 1) APPROVE BOARD MEETING DATES FOR CALENDAR YEAR (Admin)

5. PUBLIC HEARING AND TIMED ITEMS

NONE

6. PUBLIC COMMENT

Comments to the Board on issues and items not listed on the agenda. Presentations will be limited to five minutes.

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

7. BOARD OF DIRECTORS CLOSED SESSION

7.01 Pursuant to Government Code Section 54957 - Discuss public employee appointment
Title: General Manager

8. ADJOURNED

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 Districts 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 Districts 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:

3. Consent Agenda: 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 the beginning of the Regular Agenda in 4.01.
4. Regular Agenda: this is where presentations to the Board and items that require full discussion are heard. Items removed from the Consent Agenda are discussed under this section in 4.01.
5. 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.
6. 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.
7. 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.

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 must be made 48 hours prior to the meeting.