

Spalding Community Services District Bank Account Structure Overview

Purpose: This account structure provides clear financial visibility, department-level accountability, and compliance-friendly separation of funds so leadership can quickly assess available resources.

Recommended Bank Account Tree

1. Operating / Holding Accounts

- General Operating / Clearing Account (optional)
- Payroll Account (wages, payroll taxes, benefits)

2. Sewer Enterprise Accounts

- Sewer Bond Holding Account (County deposits prior to allocation)
- Sewer Repair & Replacement (R&R;) Reserve Account
- Sewer Operating / General Expense Account (tools, fuel, routine maintenance)

3. Fire Department Accounts

- Fire Operations Account (equipment, training, supplies)

4. Recreation Accounts

- Recreation Operations Account (programs, events, facilities support)

Key Management Benefits

- Clear separation of restricted vs. unrestricted funds
- Immediate visibility into available cash by department
- Simplified audits, reporting, and grant reimbursements
- Reduced risk of commingling funds
- Improved long-term financial planning and transparency

Note: Account naming should be mirrored exactly in U.S. Bank and accounting software to maintain consistency across reporting and compliance.