


Spalding Community Services District

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|  | Directors: Kathy Claytor: Chair Ellen Stallings: Vice Chair Jerald Oliver Scott Hagen Vacancy | Staff: Mike Garcia: General Manager Kelly Handy: Office Manager Frank Muse: Volunteer Fire Chief 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 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

Regular Board Meeting (Held the SECOND Thursday of the Month)

1:00 PM

May 14, 2026

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.

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

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
ACTION ITEM
Vote to approve current agenda
Supporting Documents: [Agenda 5.14.26](#)
Board Discussion
Public Comment
Motion to Approve the Agenda
Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____
5. **Approval of Minutes – April 9, 2026**
ACTION ITEM
Vote to approve last month’s meeting minutes
Supporting Documents: [4.9.26 Minutes](#)
Board Discussion
Public Comment
Motion
Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____
Tabled ____
6. **General Manager Report** – Mike Garcia
No Action To Be Taken
Meetings with Lassen County, Sewer Committee Meeting, Recreation Committee Meeting, Budget Committee Meeting, Fiscal Audits, Board Policies, Resolutions and Ordinances.
Clarify Board Chair and Vice Chair dates, and OES Update.
Supporting Documents: [NA](#)
Board Discussion
Public Comment
7. **Sewer Report** – Brad Mallory
No Action To Be Taken
Check Valve Plan, Pond Liner Repair date, Liner Inspection to Prioritize Tears, Course Enrollment, Clearwater Tour, Scheduling Onsite Visit with Dave and Kathy.
Supporting Documents: [NA](#)
Board Discussion
Public Comment
8. **Fire Report** – Frank Muse
No Action To Be Taken

Activity Report

Supporting Documents: NA

Board Discussion
Public Comment

9. Recreation Report – Kathy Claytor

No Action To Be Taken

Meeting held 5/5 planning a Marina clean up day on 5/18, 9:00 am for volunteers to help clean up around the Marina. Painting stripes, brush control, sweeping, bathrooms, fish station, a lot to do, please join us! Day/ Annual Parking Fees and QR code for easy payment through the website. We also have Opening Day 5/23, with BINGO 5/23 and Pancake Breakfast 5/24.

Supporting Documents: NA

Board Discussion
Public Comment

10. Board Reports

No Action To Be Taken

Kathy Claytor - Recreation Committee Meeting

Supporting Documents: NA

Ellen Stallings – Budget Committee Meeting

Supporting Documents: NA

Jerald Oliver – Sewer Committee Meeting

Supporting Documents: NA

Scott Hagen –

Supporting Documents: NA

Old Business:

11. Water Tender 1232 Repair – Frank Muse

No Action To Be Taken

Update on repairs.

Supporting Documents: NA

Board Discussion
Public Comment

New Business:

12. Camera/Security at the Marina– Mike Garcia

No Action To Be Taken

With Opening Day coming up and more activity at the Marina we would like to look into some form of monitoring security at the Marina. The goal is to monitor and deter vandalism and abuse of the facilities.

Supporting Documents: NA

Board Discussion
Public Comment

13. Board Policy for Budget – Mike Garcia

ACTION ITEM

We will read through our board policy and compare it to State of California requirements, then determine if we would like to make any adjustments to our policy.

Supporting Documents: Board Policy 3105, State of California Budget Code

Board Discussion

Public Comment

Motion

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

Tabled ____

14. Process for Delinquent Fees – Kathy Claytor

ACTION ITEM

Starting in the new Fiscal year (7/1/26) the District would like to begin enforcing Board Policy 3120 for collecting passed due Quarterly billings and shutting off services for non payments as laid out in the policy.

Supporting Documents: Board Policy 3120, Board Policy 3130

Board Discussion

Public Comment

Motion

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

Tabled ____

15. Board Resolution for Loaning Fire Equipment – Frank Muse

ACTION ITEM

The District would like the board to consider a resolution for the fire chief to act on behalf of the district if it becomes necessary to loan equipment for the District.

Supporting Documents: RESOLUTION 2026 2 FEPP CFAA CAL FIRE

Board Discussion

Public Comment

Motion

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

Tabled ____

16. Begin Process for Sewer Service Rate Increase – Mike Garcia

ACTION ITEM

In the interest of the financial health of the District, as inflation and costs of repairs continue to increase, it may be necessary for the District to increase rates for service. Per Prop 218 this process requires a mailed notification to the public 45 days prior to hearing. The mailed notice must include: Current Rate, Proposed Rate, Reason for Increase, Hearing Date/Time (This Can be Board Meeting) and a Protest Procedure.

Supporting Documents: NA

Board Discussion

Public Comment

Motion

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

Tabled ____

17. New Time and Day For Sewer Committee Meeting – Mike Garcia

ACTION ITEM

The day and time we voted on in the Special Meeting overlapped the schedule of our community center, so we need to choose a new day or time to meet. Tuesday availability begins at 2 PM.

Supporting Documents: NA

Board Discussion

Public Comment

Motion

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

Tabled ____

18. New Time and Day For Recreation Committee Meeting – Mike Garcia

ACTION ITEM

The day and time we voted on in the Special Meeting overlapped the schedule of our community center, so we need to choose a new day or time to meet. Tuesday availability begins at 2 PM but cannot overlap with the Sewer Committee Meeting.

Supporting Documents: NA

Board Discussion

Public Comment

Motion

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

Tabled ____

19. New Time and Day For Budget Committee Meeting – Mike Garcia

ACTION ITEM

The day and time we voted on in the Special Meeting overlapped the schedule of our community center, so we need to choose a new day or time to meet. Tuesday availability begins at 2 PM but cannot overlap with Sewer or Recreation Committee Meeting.

Supporting Documents: NA

Board Discussion

Public Comment

Motion

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

Tabled ____

20. Vote to Accept Ken Ward Resignation Effective 3/12/26 – Mike Garcia

ACTION ITEM

The Board did not vote on Ken Wards Resignation in March. Though it is not required, it is good practice and clean for record keeping specifically regarding dates of resignations.

Supporting Documents: NA

Board Discussion

Public Comment

Motion

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

Tabled ____

21. Adjourn

- a. Motion to Adjourn the meeting
- b. Board Vote: Kathy Claytor ____ Ellen Stallings ____ Jerald Oliver ____ Scott Hagen ____

Next Regular Meeting:
June 11, 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 spaldingsd.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.