



Spalding Community Services District

EAGLE LAKE COMMUNITY CENTER
502-907 MAHOGANY WAY,
SUSANVILLE, CA 96130
<https://www.spaldingcsd.org/>

Directors
Kathy Claytor
Larry Doss
Glyne Johnson
Ellen Stallings
Jerald Oliver

AGENDA

**Board of Directors
Regular Meeting
January 10, 2025
3:00 P.M.**

Join Zoom Meeting

ZOOM MEETING

Meeting ID: 819 4837 8181

Passcode: 492192

WELCOME TO THE SCSD BOARD MEETING

1. Call to Order

2. Roll Call

_____ Kathy Claytor

_____ Larry Doss

_____ Ellen Stallings

_____ Glyne Johnson

_____ Jerald Oliver

3. Pledge of Allegiance

1. Led by the Chairperson.

4. Approval of Agenda

5. Moment of Silence

6. Public Comment – Members of the public may provide public comment 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 Chairman 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.

7. Consent Agenda

1. *Minutes*

i. Minutes – Regular Meeting of December 13th, 2024

2. *Financials*

- i. Balance Sheet
- ii. Accounts Payable
- iii. Accounts Receivable
- iv. Assessments Receivable
- v. Grants Receivable
- vi. Fraud Prevention
- vii. Recommendation for Special Meeting for Budget Adjustments

8. **Fire Chief Report**

1. Update on Fire Protection operations and activities from the Fire Chief.

9. **Board Member Reports**

1. Kathy Claytor
2. Larry Doss
3. Ellen Stallings
4. Jerry Oliver
5. Glyne Johnson

10. **New Business**

1. *Board of Directors Organization*
 - i. Selection of Chairperson
 - ii. Selection of Vice Chair
2. *Meeting Schedule, Day & Time*
 - i. Discussion on Setting Time and Dates of Regular Meetings: The Board may change the Regular Meeting Time by Resolution.
 - ii. Resolution 2025-01: Approval of meeting schedule and location for 2025.
3. *Board Orientation Checklist - Progress*
 - i. Form 700
 - ii. Code of Civility
 - iii. Public Service Ethics Training
 - iv. Sexual Harassment Training
4. *Board Development – Research for Informed Policymaking*
 - i. Assign each Board Member to review and report on the following items at the next Regular Meeting:

1. Municipal Service Review 2023
2. State of California Special District Uniform Accounting and Reporting Procedures for 2024
3. Lassen County General Plan, Eagle Lake Area Plan, and Recent Planning Decisions
4. Debt Service Obligations – Reassessment District No. 2016-1 Limited Obligation Refunding Improvement Bonds Series 2017
5. CSDA New Laws of 2024

5. *Policy Review*

- i. Spalding CSD Policy – 4040: Duties of Chairperson (last updated 2013)
- ii. Spalding CSD Policy – 4045: Board Secretary (2010)
- iii. Spalding CSD Policy – 4050: Directors (2010)
- iv. Spalding CSD Policy – 4060: Committees (2013)
- v. Spalding CSD Policy – 5080: Board Ethics (2014)
- vi. Spalding CSD Policy – 5030: Meeting Conduct (2013)
- vii. Spalding CSD Policy – 5040: Actions & Decisions (2013)

11. Continuing Business

1. *Strategic Plan*

- i. Recommendation for Board Review & Public Comment Period

2. *Spalding CSD Volunteer Fire Chief*

- i. Job Description, Applications, and Appointment Process – Resolution 2025-02

3. *Spalding CSD Volunteer Fire Chief Appointment*

- i. Appointment of Volunteer Fire Chief

12. Adjourn

NEXT MEETING:

To Be Determined

All documents available for public review are on file at the District's office located at

502- 907 Mahogany Way, Susanville, CA 96130

Any person with a disability who requires accommodations 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 General Manager, at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation. All accommodation requests will be handled swiftly and resolving all doubts in favor of access. 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 Way, Susanville, CA 96130.