

SALTON COMMUNITY SERVICES DISTRICT

Regular Board Meeting *Agenda*

November 16, 2022

Closed Session 6:00 p.m.

Open Session 7:00 p.m.

1209 Van Buren Ave.

Salton City, CA 92275

www.saltoncsd.ca.gov

BOARD OF DIRECTORS:

Ms. Lidia A. Sierra, Vice President
Ms. Michelle Gilmore, Director
Mr. Dale Johnson, Director
Mr. Manuel H. Ramos, Director

STAFF:

Emmanuel Ramos, Interim General Manager
Sonia Thania Garcia, Board Secretary

1. CALL TO ORDER: 6:00 p.m.

2. ROLL CALL:

3. PUBLIC COMMENTS:

Pursuant to California Government Code Section 54954.3, the public has the right to address the board regarding any closed session items listed on the **closed session agenda** prior to the board adjourning into closed session. Anyone who wishes to address the Board, please come to the microphone. Public comments are limited to (3) minutes each person.

4. CLOSED SESSION ITEMS:

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (Three (3) potential cases)

5. OPEN SESSION: 7:00 p.m.

6. PLEDGE OF ALLEGIANCE: Lidia Sierra, Vice President

7. ANNOUNCEMENT OF CLOSED SESSION ACTIONS:

8. PRESENTATIONS/ PUBLIC APPEARANCES:

9. PUBLIC COMMENTS:

Pursuant to California Government Code Section 54954.3 members of the public may address the Board at this time on any items of public interest that are within the Board's subject matter jurisdiction. The Ralph M. Brown Act, however, prohibits the Board from taking action on any matter not appearing on the agenda. Those who wish to address the Board should come to the microphone. Members of the public will be given three (3) minutes to address the board on any items of public interest.

10. BOARD MEMBER COMMENTS:

11. CONSENT CALENDAR ITEMS:

Consent calendar items are expected to be routine and non-controversial, to be acted upon by the board of directors at one time without discussion. If any board member requests that an item be removed from the consent calendar, it will be removed so that it may be acted upon separately.

- A. Approve the Minutes for the Regular Meeting of October 2022
- B. Approve demands for the month of October 2022
- C. Approval of Slovak Baron Empey Murphy & Pinkney LLP, Attorney at Law. Demand in the amount of (\$5,926.00) for October 2022

12. REPORTS:

- A. Interim General Manager's report
- B. Finance Officer's report
- C. Field Foreman's report

13. MEMBERS OF THE BOARD REPORTS: AD HOC COMMITTEES:

- A. Finance Committee Report
- B. Architectural Committee Report

14. UNFINISHED BUSINESS:

15. NEW BUSINESS:

- A. Appoint a new Director to fill the vacancy left by Rogelio Flores resignation.
- B. Appoint a new President and Vice President of the Board of Directors.
- C. Discussion and Approval for the cost of \$40,000.00 for a New Control Panel for Station 2.
- D. RESOLUTION NO. 2022-11-16-01 THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT TO CLOSE THE CURRENT ACCOUNT WITH WELLS FARGO, N.A.
- E. RESOLUTION NO. 2022-11-16-02 OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT CENSURING DIRECTOR LIDIA A. SIERRA AND CALLING FOR CORRECTIVE ACTION IN ORDER TO PROTECT AND BETTER SERVE EMPLOYEES OF THE DISTRICT.
- F. RESOLUTION NO. 2022-11-16-03 OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT PROVIDING FOR TIME, PLACE AND RULES FOR REGULAR AND SPECIAL MEETING.
- G. Discuss amendment of Bylaws Government Code 61050 and Government Code 61051.
- H. Discuss amendment of Existing Board Policy and Procedure.
- I. Temporarily Suspend the Finance Committee.

16. ADJOURNMENT:

Sonia Thania Garcia, Board Secretary

Upon written request, this agenda will be made in appropriate alternative format to persons with disabilities as required by Section 202 of the American with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Secretary of the Board at least 72 hours before the meeting.

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SALTON COMMUNITY SERVICES DISTRICT

REGULAR Board Meeting Minutes

October 19, 2022

Closed Session 6:00 p.m.

Open Session 7:00 p.m.

1209 Van Buren Ave.

Salton City, CA 92275

www.saltoncsd.ca.gov

BOARD OF DIRECTORS:

Mr. Rogelio Flores, President

Ms. Lidia A. Sierra, Vice President

Ms. Michelle Gilmore, Director

Mr. Dale Johnson, Director

Mr. Manuel H. Ramos, Director

STAFF:

David Dale, Interim General Manager

Sonia Thania Garcia, Board Secretary

1. CALL TO ORDER: 6:00 p.m.

2. ROLL CALL

3. PUBLIC COMMENTS:

Pursuant to California Government Code Section 54954.3, the public has the right to address the board regarding any closed session items listed on the **closed session agenda** prior to the board adjourning into closed session. Anyone who wishes to address the Board, please come to the microphone. Public comments are limited to (3) minutes each person.

4. CLOSED SESSION ITEMS:

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (Three (3) potential cases).

B. Public Employee Discipline/Dismissal/Release Pursuant to Government Code 54957.

C. Public Employee Appointment Pursuant to Government Code 54957-Interim/General Manager.

D. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6; Agency Representative District Legal Counsel Robert Patterson Unrepresented Employee; Interim General Manager.

5. OPEN SESSION: 7:00 p.m.

6. PLEDGE OF ALLEGIANCE: Rogelio Flores, President

7. ANNOUNCEMENT OF CLOSED SESSION ACTIONS

4A. No Reportable Action

4B & 4C. Board of Directors voted to appoint Emmanuel Ramos as Interim General Manager.

8. PRESENTATIONS/ PUBLIC APPEARANCES

A. Presentation by Rob Barnett to discuss the services provided by the Rural Communities Assistance Corporation (RCAC).

B. Correspondents Received by The District from LAFCO

9. PUBLIC COMMENTS:

Pursuant to California Government Code Section 54954.3 members of the public may address the Board at this time on any items of public interest that are within the Board's subject matter jurisdiction. The Ralph M. Brown Act, however, prohibits the Board from taking action on any matter not appearing on the agenda. Those who wish to address the Board should come to the microphone. Members of the public will be given three (3) minutes to address the board on any items of public interest.

There were multiple public comments, the audio recording can be consulted for more information.

10. BOARD MEMBER COMMENTS

Director Gilmore- Talked to Jurg from LAFCO about the 12-month Dissolution.

Rogelio Flores- Resigned as Board of Director

11. CONSENT CALENDAR ITEMS:

Consent calendar items are expected to be routine and non-controversial, to be acted upon by the board of directors at one time without discussion. If any board member requests that an item be removed from the consent calendar, it will be removed so that it may be acted upon separately.

- A. Approve the Minutes for the Regular Meeting of September 21, 2022.
- B. Approve demands for the month of September 2022.

Director Ramos made a motion to Approve the Consent Calendar Items. Vice President Sierra second the motion.

Roll Call

Rogelio Flores Absent	Michelle Gilmore No
Lidia Sierra Yes	Dale Johnson No
Manuel Ramos Yes	

2- 2 Motion Fails

Director Johnson motion to pull item B from the agenda. Director Ramos second the motion.

Roll Call

Rogelio Flores Absent	Michelle Gilmore Yes
Lidia Sierra Yes	Dale Johnson Yes
Manuel Ramos Yes	

4- 0 Motion Passes

Director Johnson motioned to approve Consent Calendar Item A. Director Ramos second the motion.

Roll Call

Rogelio Flores Absent	Michelle Gilmore Yes
Lidia Sierra Yes	Dale Johnson Yes
Manuel Ramos Yes	

4- 0 Motion Passes

12. REPORTS:

- A. Interim General Manager's report

Spoke of the condition of the district and acknowledged the children for speaking of concerns of the park.

- B. Finance Officer's report

Reported on the Fiscal year of 2021 and Fiscal year 21-22 will be going to Audit at the same time. Explained the grants and how both grants are reimbursement grants.

- C. Field Foreman's report

Reported on rehabilitation of Station 2 from pumps to control panels.

13. MEMBERS OF THE BOARD REPORTS: AD HOC COMMITTEES

- A. Finance Committee Report
Rescheduled the meeting to October 28 at 7:00am
- B. Architectural Committee Report
The Site Plan that has been submitted was tabled for another meeting date.
- C. Parks and Recreation Committee Report
Asked for a Progress report form the projects being worked on. A list of expenditures for the grants.

14. OLD BUSINESS:

- A. Discussion and approval to direct staff to commence an application for the \$177,952 Per Capita Grant funds to make certain improvements to the Salton City Park.

Director Johnson motioned to approve to direct staff to commence an application for the \$177,952 Per Capita Grant funds to make certain improvements to the Salton City Park for Landscaping. Director Ramos second the motion.

Roll Call

Rogelio Flores Resigned	Michelle Gilmore Yes
Lidia Sierra Yes	Dale Johnson Yes
Manuel Ramos Yes	

4 -0 Motion Passes

- B. Removal of all existing Finance Committee Members.
Director Ramos motioned the removal of all existing Finance Committee Members. Johnson second the motion.

Roll Call

Rogelio Flores Resigned	Michelle Gilmore No
Lidia Sierra No	Dale Johnson Yes
Manuel Ramos Yes	

2- 2 Motion Failed

- C. President Flores to appoint one member for the Finance Committee and approval of the nominees by the Board of Directors.
- D. Vice President Sierra to appoint one member for the Finance Committee and approval of the nominees by the Board of Directors.
- E. Director Ramos to appoint one member for the Finance Committee and approval of the nominees by the Board of Directors.

- F. Director Gilmore to appoint one member for the Finance Committee and approval of the nominees by the Board of Directors.
- G. Director Johnson to appoint one member for the Finance Committee and approval of the nominees by the Board of Directors.

15. NEW BUSINESS:

- A. Discussion and Approval of the walkway plan submitted by Steve Prager.
Director Johnson Motioned to table of the walkway plan submitted by Steve Prager. Director Ramos second the motion.
Roll Call
Rogelio Flores Resigned Michelle Gilmore Yes
Lidia Sierra Yes Dale Johnson Yes
Manuel Ramos Yes
4-0 Motion Passes
- B. Discussion and Approval for the Proposal from TKE Engineering to Provide Professional Engineering Services for Waste Discharge Requirements Permit Amendments.
Director Johnson motioned to approve the Proposal from TKE Engineering to Provide Professional Engineering Services for Waste Discharge Requirements Permit Amendments. Director Ramos second the motion
Roll Call
Rogelio Flores Resigned Michelle Gilmore Yes
Lidia Sierra Yes Dale Johnson Yes
Manuel Ramos Yes
4-0 Motion Passes
- C. RESOLUTION NO. 2022-10-19-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT ESTABLISHING A CONFLICT OF INTEREST CODE.
Director Johnson motioned to approve RESOLUTION NO. 2022-10-19-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT ESTABLISHING A CONFLICT OF INTEREST CODE. Director Ramos second the motion.
Roll Call
Rogelio Flores Resigned Michelle Gilmore Yes
Lidia Sierra Yes Dale Johnson Yes
Manuel Ramos Yes
4-0 Motion Passes

- D. RESOLUTION NO. 2022-10-19-02 OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT APPROVING THE TRANSFER OF A FIRE ENGINE TO THE COUNTY OF IMPERIAL.

Director Johnson motioned RESOLUTION NO. 2022-10-19-02 OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT APPROVING THE TRANSFER OF A FIRE ENGINE TO THE COUNTY OF IMPERIAL. Director Ramos second the motion.

Roll Call

Rogelio Flores Resigned	Michelle Gilmore Yes
Lidia Sierra Yes	Dale Johnson Yes
Manuel Ramos Yes	

4-0 Motion Passes

- E. RESOLUTION NO. 2022-10-19-03 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT ESTABLISHING A DISTRICT CONTRACTING AND PURCHASING POLICY.

Director Ramos motioned to approve RESOLUTION NO. 2022-10-19-03 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT ESTABLISHING A DISTRICT CONTRACTING AND PURCHASING POLICY.

Director Johnson second the motion.

Roll Call

President Flores Resigned	Director Gilmore Yes
Vice President Sierra Yes	Director Johnson Yes
Director Ramos Yes	

4-0 Motion passes

- F. RESOLUTION NO. 2022-10-19-04 RESOLUTION OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT REMOVING AUTHORIZED SIGNATORY FOR PACIFIC PREMIER.

Director Gilmore motioned to approve RESOLUTION NO. 2022-10-19-04 RESOLUTION OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT REMOVING AUTHORIZED SIGNATORY FOR PACIFIC PREMIER. Director Johnson second the motion.

Roll Call

President Flores Resigned	Director Gilmore Yes
Vice President Sierra Yes	Director Johnson Yes
Director Ramos Yes	

4- 0 Motion Passes

- G. Discussion and Approval of \$100,000 to be transferred from LAIF to the Sewer Maintenance for operating expenses and RWQCB required Technical Report for Lansing and TRC.

Director Gilmore motioned to approve \$100,000 to be transferred from LAIF to the Sewer Maintenance for operating expenses and RWQCB required Technical Report for Lansing and TRC. Vice President Sierra second the motion.

Roll Call

President Flores Resigned

Director Gilmore Yes

Vice President Sierra Yes

Director Johnson Yes

Director Ramos Yes

4- 0 Motion Passes

- H. Temporarily Suspend the Parks and Recreation Committee.

Director Johnson motioned to temporarily Suspend the Parks and Recreation Committee. Director Gilmore second the motion.

Roll Call

President Flores Resigned

Director Gilmore Yes

Vice President Sierra No

Director Johnson Yes

Director Ramos Yes

3- 1 Motion Passes

16. ADJOURNMENT

Meeting Adjourned at 9:24pm

Sonia Thania Garcia, Board Secretary

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Salton Community Services District

Transaction Report October 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
5-5403 Office Electric Expense							
10/04/2022	Bill		IID	Electrical Service Expense suite 1 08/31/2022-09/29/2022	5-5403 Office Electric Expense	2-2202 Accounts Payable:Accounts Payable - SM	1,612.85
Total for 5-5403 Office Electric Expense							\$1,612.85
6-1103 Director Compensation - GF							
10/19/2022	Check	0202	Dale Johnson	Regular Board Meeting 10.19.2022	6-1103 Director Compensation - GF	1-1211 Cash in Banks:General Fund	100.00
10/19/2022	Check	0199	Rogelio Flores	Regular Board Meeting 10.19.2022	6-1103 Director Compensation - GF	1-1211 Cash in Banks:General Fund	0.00
10/19/2022	Check	0201	Michelle Gilmore	Regular Board Meeting 10.19.2022	6-1103 Director Compensation - GF	1-1211 Cash in Banks:General Fund	100.00
10/19/2022	Check	0200	Lidia Sierra	Regular Board Meeting 10.19.2022	6-1103 Director Compensation - GF	1-1211 Cash in Banks:General Fund	100.00
10/19/2022	Check	0203	Manuel Ramos	Regular Board Meeting 10.19.2022	6-1103 Director Compensation - GF	1-1211 Cash in Banks:General Fund	100.00
Total for 6-1103 Director Compensation - GF							\$400.00
6-1499 AD other bank charge expense							
10/17/2022	Check	ACH		Copies of Bank Deposit Images from Jan-July 2022	6-1499 AD other bank charge expense	1-1211 Cash in Banks:General Fund	90.00
Total for 6-1499 AD other bank charge expense							\$90.00
6-1500 Professional Services Exp - GF							
10/06/2022	Bill	0005670	Rick Engineering Company	Professional Services from August 27-September 30, 2022 Project C19331-000 Service Area Plan Update	6-1500 Professional Services Exp - GF	2-2202 Accounts Payable:Accounts Payable - SM	22.69
Total for 6-1500 Professional Services Exp - GF							\$22.69
6-1601 GF Office Tech. Purchases Exp.							
10/01/2022	Bill	FE8F35D0-0023	Streamline	Past Due Website Hosting Bills Feb 1-Mar 1 2022	6-1601 GF Office Tech. Purchases Exp.	2-2202 Accounts Payable:Accounts Payable - SM	10.00
Total for 6-1601 GF Office Tech. Purchases Exp.							\$10.00
6-1802 Admin Fees Due to SM - GF							
10/05/2022	Journal Entry	CS100622		Pay Period: 09/26/2022 to: 10/02/2022	6-1802 Admin Fees Due to SM - GF	-Split-	279.12
10/12/2022	Journal Entry	CS101322		Pay Period: 10/03/2022 to: 10/09/2022	6-1802 Admin Fees Due to SM - GF	-Split-	214.27
10/14/2022	Journal Entry	CS101422		LAIF INTEREST FY 2021-2022	6-1802 Admin Fees Due to SM - GF	-Split-	786.03
10/19/2022	Journal Entry	CS102022		Pay Period: 10/10/2022 to: 10/16/2022	6-1802 Admin Fees Due to SM - GF	-Split-	209.93
10/26/2022	Journal Entry	CS102722		Pay Period: 10/17/2022 to: 10/23/2022	6-1802 Admin Fees Due to SM - GF	-Split-	349.78
Total for 6-1802 Admin Fees Due to SM - GF							\$1,839.13
6-2201 Property Tax Expense - ND							
10/18/2022	Check	ACH	Riverside County Treasurer	FY 2022-2023 Secured Property Tax	6-2201 Property Tax Expense - ND	1-1212 Cash in Banks:Sewer Maintenance	132.16
Total for 6-2201 Property Tax Expense - ND							\$132.16
6-2300 Legal Expenses - ND							
10/04/2022	Bill	74427	Slovak Baron Empey Murphy & Pinkney	Legal Services Through 09/30/2022	6-2300 Legal Expenses - ND	2-2202 Accounts Payable:Accounts Payable - SM	12.60
Total for 6-2300 Legal Expenses - ND							\$12.60
6-3201 GF telephone expense							
10/31/2022	Bill	227394	Cytracom	District Office Monthly Phone Service Bill	6-3201 GF telephone expense	2-2202 Accounts Payable:Accounts Payable - SM	11.89
Total for 6-3201 GF telephone expense							\$11.89
6-3202 FD water service expense							
10/01/2022	Bill		CVWD	Fire Department Water Service	6-3202 FD water service expense	2-2202 Accounts Payable:Accounts Payable - SM	16.41
Total for 6-3202 FD water service expense							\$16.41
6-4101 PW Wages Expense							
10/06/2022	Journal Entry	TPG012824		Payroll 1 Accrual 10/06/2022	6-4101 PW Wages Expense	-Split-	1,120.00
10/13/2022	Journal Entry	TPG012825		Payroll 1 Accrual 10/13/2022	6-4101 PW Wages Expense	-Split-	1,120.00
10/20/2022	Journal Entry	TPG012827		Payroll 1 Accrual	6-4101 PW Wages	-Split-	1,120.00

Salton Community Services District

Transaction Report
October 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
10/20/2022	Journal Entry	TPG012626		10/20/2022 Payroll 1 Accrual 10/20/2022	Expense 6-4101 PW Wages Expense	-Split-	0.00
Total for 6-4101 PW Wages Expense							\$3,360.00
6-4105 PW retirees health benefits exp							
10/11/2022	Check	0198	Fair, Clarence R.	Month of November, 2022	6-4105 PW retirees health benefits exp	1-1211 Cash in Banks:General Fund	495.78
Total for 6-4105 PW retirees health benefits exp							\$495.78
6-4710 PW vehicle maintenance expense							
10/31/2022	Bill		Fiesta Ford	Unit 7 replacement Key & Fob, Tire Pressure Sensor	6-4710 PW vehicle maintenance expense	2-2202 Accounts Payable:Accounts Payable - SM	943.63
Total for 6-4710 PW vehicle maintenance expense							\$943.63
6-4720 PW fuel and oil expense							
10/15/2022	Bill	0618650	SC Fuels	Fuel Expense	6-4720 PW fuel and oil expense	2-2202 Accounts Payable:Accounts Payable - SM	211.78
10/31/2022	Bill	0627679	SC Fuels	Fuel Expense	6-4720 PW fuel and oil expense	2-2202 Accounts Payable:Accounts Payable - SM	227.02
Total for 6-4720 PW fuel and oil expense							\$438.80
6-5102 SC Park water service expense							
10/01/2022	Bill		CVWD	SC Park Water Service	6-5102 SC Park water service expense	2-2202 Accounts Payable:Accounts Payable - SM	36.49
Total for 6-5102 SC Park water service expense							\$36.49
6-5103 SC Park electric service exp							
10/04/2022	Bill		IID	Electrical Expense 08/31/2022-09/29/2022	6-5103 SC Park electric service exp	2-2202 Accounts Payable:Accounts Payable - SM	379.66
Total for 6-5103 SC Park electric service exp							\$379.66
6-5106 SC Park equip/bldg maint. exp							
10/25/2022	Bill	53523	Aggregate Products Inc.	Fill Sand for Salton City Park to fill massive hole created by heavy rain fall	6-5106 SC Park equip/bldg maint. exp	2-2202 Accounts Payable:Accounts Payable - SM	132.75
Total for 6-5106 SC Park equip/bldg maint. exp							\$132.75
6-5302 DS Park water service expense							
10/01/2022	Bill		CVWD	DS Park Water Service Expense	6-5302 DS Park water service expense	2-2202 Accounts Payable:Accounts Payable - SM	56.77
Total for 6-5302 DS Park water service expense							\$56.77
6-5303 DS Park electric service exp							
10/04/2022	Bill		IID	Desert Shores Park Electrical Expense 08/31/2022-09/29/2022	6-5303 DS Park electric service exp	2-2202 Accounts Payable:Accounts Payable - SM	76.42
Total for 6-5303 DS Park electric service exp							\$76.42
6-5306 DS Park equip/bldg maint. exp							
10/03/2022	Bill		Lorex	Replacement Security Camera system for Desert Shores Park to replace the camera's that were vanilized	6-5306 DS Park equip/bldg maint. exp	2-2202 Accounts Payable:Accounts Payable - SM	553.74
10/25/2022	Bill	5725- 1064982	CED	Magnetic Contactors for Lights in Desert Shores Park	6-5306 DS Park equip/bldg maint. exp	2-2202 Accounts Payable:Accounts Payable - SM	288.30
Total for 6-5306 DS Park equip/bldg maint. exp							\$842.04
6-5503 Other Electrical Expense							
10/04/2022	Bill		IID	Entrance Lights Electrical Service Expense 08/31/2022-09/29/2022	6-5503 Other Electrical Expense	2-2202 Accounts Payable:Accounts Payable - SM	12.34
10/04/2022	Bill		IID	SC Street Lights Electrical Service Expense	6-5503 Other Electrical Expense	2-2202 Accounts Payable:Accounts Payable - SM	2,384.30
10/04/2022	Bill		IID	Duplex Electrical Expense 08/31/2022-09/29/2022	6-5503 Other Electrical Expense	2-2202 Accounts Payable:Accounts Payable - SM	300.81
10/04/2022	Bill		IID	Fire Department House Electrical Service Expense 08/31/2022-09/29/2022	6-5503 Other Electrical Expense	2-2202 Accounts Payable:Accounts Payable - SM	492.69
10/04/2022	Bill		IID	DS Drive Entrance Lights 08/31/2022-09/29/2022	6-5503 Other Electrical Expense	2-2202 Accounts Payable:Accounts Payable -	12.34

Salton Community Services District

Transaction Report

October 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
Total for 6-5503 Other Electrical Expense							\$3,202.48
6-6101 SM maint. crew wages expense							
10/06/2022	Journal Entry	TPG012824			6-6101 SM maint. crew wages expense	-Split-	-100.00
10/06/2022	Journal Entry	TPG012824		Payroll 1 Accrual 10/06/2022	6-6101 SM maint. crew wages expense	-Split-	10,834.60
10/13/2022	Journal Entry	TPG012825			6-6101 SM maint. crew wages expense	-Split-	-100.00
10/13/2022	Journal Entry	TPG012825		Payroll 1 Accrual 10/13/2022	6-6101 SM maint. crew wages expense	-Split-	11,102.75
10/20/2022	Journal Entry	TPG012827			6-6101 SM maint. crew wages expense	-Split-	-100.00
10/20/2022	Journal Entry	TPG012827		Payroll 1 Accrual 10/20/2022	6-6101 SM maint. crew wages expense	-Split-	11,463.05
10/20/2022	Journal Entry	TPG012828		Payroll 1 Accrual 10/20/2022	6-6101 SM maint. crew wages expense	-Split-	92.88
10/20/2022	Journal Entry	TPG012826			6-6101 SM maint. crew wages expense	-Split-	0.00
Total for 6-6101 SM maint. crew wages expense							\$33,193.28
6-6102 SM employer expense							
10/06/2022	Journal Entry	TPG012824		Payroll 1 Accrual 10/06/2022	6-6102 SM employer expense	-Split-	1,241.70
10/13/2022	Journal Entry	TPG012825		Payroll 1 Accrual 10/13/2022	6-6102 SM employer expense	-Split-	1,262.85
10/20/2022	Journal Entry	TPG012826		Payroll 1 Accrual 10/20/2022	6-6102 SM employer expense	-Split-	7.11
10/20/2022	Journal Entry	TPG012827		Payroll 1 Accrual 10/20/2022	6-6102 SM employer expense	-Split-	1,283.78
Total for 6-6102 SM employer expense							\$3,795.44
6-6104 SM health benefits expense							
10/01/2022	Bill		Laborers Health & Welfare Trust So. CA	September Health Insurance	6-6104 SM health benefits expense	2-2202 Accounts Payable:Accounts Payable - SM	11,028.48
Total for 6-6104 SM health benefits expense							\$11,028.48
6-6105 Sm retiree health benefits exp							
10/11/2022	Check	0240	Timothy A. Roberts	Month of November, 2022	6-6105 Sm retiree health benefits exp	1-1212 Cash in Banks:Sewer Maintenance	500.00
10/11/2022	Check	0237	Thompson, Janice	Month of November, 2022	6-6105 Sm retiree health benefits exp	1-1212 Cash in Banks:Sewer Maintenance	209.41
10/11/2022	Check	0239	Fair, Gloria L.	Month of November, 2022	6-6105 Sm retiree health benefits exp	1-1212 Cash in Banks:Sewer Maintenance	447.36
10/11/2022	Check	0238	Freeman, Mr. Blake	Month of November, 2022	6-6105 Sm retiree health benefits exp	1-1212 Cash in Banks:Sewer Maintenance	500.00
10/11/2022	Check	0241	Reagles, Rosa Mesoraca	Month of November, 2022	6-6105 Sm retiree health benefits exp	1-1212 Cash in Banks:Sewer Maintenance	500.00
Total for 6-6105 Sm retiree health benefits exp							\$2,156.77
6-6109 SM clerical office wages exp							
10/06/2022	Journal Entry	TPG012824		Payroll 1 Accrual 10/06/2022	6-6109 SM clerical office wages exp	-Split-	2,834.50
10/13/2022	Journal Entry	TPG012825		Payroll 1 Accrual 10/13/2022	6-6109 SM clerical office wages exp	-Split-	2,843.00
10/20/2022	Journal Entry	TPG012826		Payroll 1 Accrual 10/20/2022	6-6109 SM clerical office wages exp	-Split-	0.00
10/20/2022	Journal Entry	TPG012827		Payroll 1 Accrual 10/20/2022	6-6109 SM clerical office wages exp	-Split-	2,756.31
Total for 6-6109 SM clerical office wages exp							\$8,433.81
6-6110 SM administration. (GM) wages							
10/06/2022	Journal Entry	TPG012824		Payroll 1 Accrual 10/06/2022	6-6110 SM administration. (GM) wages	-Split-	2,747.84
10/13/2022	Journal Entry	TPG012825		Payroll 1 Accrual 10/13/2022	6-6110 SM administration. (GM) wages	-Split-	1,442.31
10/20/2022	Journal Entry	TPG012827		Payroll 1 Accrual 10/20/2022	6-6110 SM administration. (GM) wages	-Split-	1,442.31
10/20/2022	Journal Entry	TPG012826		Payroll 1 Accrual 10/20/2022	6-6110 SM administration. (GM) wages	-Split-	0.00

Salton Community Services District

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
Total for 6-6110 SM administration. (GM) wages							\$5,632.48
6-6205 SM work boots expense							
10/27/2022	Bill		KC Welding & Rentals, Inc.	Work Boot Replacement Robert Dunning	6-6205 SM work boots expense	2-2202 Accounts Payable:Accounts Payable - SM	248.96
10/27/2022	Bill		KC Welding & Rentals, Inc.	Work Boot replacement for Robert Heinze	6-6205 SM work boots expense	2-2202 Accounts Payable:Accounts Payable - SM	228.40
10/27/2022	Bill		KC Welding & Rentals, Inc.	Work Boot Replacement for Bryce Gray	6-6205 SM work boots expense	2-2202 Accounts Payable:Accounts Payable - SM	228.40
10/27/2022	Bill		KC Welding & Rentals, Inc.	Work Boot Replacement for Oracio	6-6205 SM work boots expense	2-2202 Accounts Payable:Accounts Payable - SM	232.73
Total for 6-6205 SM work boots expense							\$938.49
6-6206 SM janitorial supplies expense							
10/01/2022	Invoice	1345	Imperial County Free Library	Paper towels and Toilet Paper	6-6206 SM janitorial supplies expense	11000 Accounts Receivable	-20.00
10/30/2022	Bill		Home Depot	Cleaning Supplies for District Shop & Office	6-6206 SM janitorial supplies expense	2-2202 Accounts Payable:Accounts Payable - SM	142.71
Total for 6-6206 SM janitorial supplies expense							\$122.71
6-6300 SM Bank Charges Expenses							
10/13/2022	Check	ACH		Remote Deposit Monthly Fee	6-6300 SM Bank Charges Expenses	1-1212 Cash in Banks:Sewer Maintenance	50.00
10/13/2022	Check	ACH		Online Wire Fee	6-6300 SM Bank Charges Expenses	1-1212 Cash in Banks:Sewer Maintenance	30.00
10/31/2022	Expense	ACH		Monthly Service Fee	6-6300 SM Bank Charges Expenses	1-4330 Cash in Banks:Wells Fargo-SM	25.00
10/31/2022	Expense	ACH		PAPER STATEMENT FEE	6-6300 SM Bank Charges Expenses	1-1214 Cash in Banks:Loan Security	2.00
Total for 6-6300 SM Bank Charges Expenses							\$107.00
6-6302 SM late fee/finance charges							
10/01/2022	Bill	SINV108412	Babcock Laboratories, Inc.	Finance Charge on Overdue Balance	6-6302 SM late fee/finance charges	2-2202 Accounts Payable:Accounts Payable - SM	11.35
10/30/2022	Bill		Home Depot	Late Fee	6-6302 SM late fee/finance charges	2-2202 Accounts Payable:Accounts Payable - SM	40.00
Total for 6-6302 SM late fee/finance charges							\$51.35
6-6401 SM vehicle maintenance expense							
10/13/2022	Bill	160135860	Daniels Tire Service	6 Tires for Unit 10	6-6401 SM vehicle maintenance expense	2-2202 Accounts Payable:Accounts Payable - SM	1,378.76
10/25/2022	Bill	66411	Fiesta Ford	Unit 9 Transmission Oil Pan Replacement- Pan was cracked	6-6401 SM vehicle maintenance expense	2-2202 Accounts Payable:Accounts Payable - SM	292.86
Total for 6-6401 SM vehicle maintenance expense							\$1,671.62
6-6402 SM equipment maintenance exp							
10/24/2022	Bill	340012	Franklin Truck Parts, Inc.	Cabin Air Filters for Unit 53	6-6402 SM equipment maintenance exp	2-2202 Accounts Payable:Accounts Payable - SM	51.29
10/24/2022	Bill	P8020245	RDO Equipment Co.	Replacement Cutting Edges for Unit 76	6-6402 SM equipment maintenance exp	2-2202 Accounts Payable:Accounts Payable - SM	2,119.51
10/31/2022	Bill		Quinn Cat	Park Brake Switch for Unit 97	6-6402 SM equipment maintenance exp	2-2202 Accounts Payable:Accounts Payable - SM	41.38
Total for 6-6402 SM equipment maintenance exp							\$2,212.18
6-6405 SM fuel & oil expense							
10/11/2022	Check	ACH	Torres Martinez Travel Center	Chevron Station pumps were down had to get fuel at Red Earth/they do not accept our fuel cards	6-6405 SM fuel & oil expense	1-1212 Cash in Banks:Sewer Maintenance	75.00
10/11/2022	Check	ACH	Torres Martinez Travel Center	Chevron Station pumps were down had to get fuel at Red Earth/they do not accept our fuel cards	6-6405 SM fuel & oil expense	1-1212 Cash in Banks:Sewer Maintenance	75.00
10/15/2022	Bill	0619650	SC Fuels	Fuel Expense	6-6405 SM fuel & oil expense	2-2202 Accounts Payable:Accounts Payable - SM	1,417.23
10/31/2022	Bill	0627879	SC Fuels	Fuel Expense	6-6405 SM fuel & oil expense	2-2202 Accounts Payable:Accounts Payable - SM	2,038.59

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
Total for 6-6405 SM fuel & oil expense							\$3,605.82
6-6407 SM shop supplies expense							
10/07/2022	Check	ACH	San Luis Market Desert Shores	Silicon for Station 2 air leak on fitting	6-6407 SM shop supplies expense	1-1212 Cash in Banks:Sewer Maintenance	5.50
Total for 6-6407 SM shop supplies expense							\$5.50
6-6501 SM water service expense							
10/01/2022	Bill		CVWD	Construction Meter	6-6501 SM water service expense	2-2202 Accounts Payable:Accounts Payable - SM	274.57
10/01/2022	Bill		CVWD	Vactor Truck Water Service Expense 09/30/2022	6-6501 SM water service expense	2-2202 Accounts Payable:Accounts Payable - SM	47.57
10/01/2022	Bill		CVWD	District Shop Electrical Service Expense 09/30/2022	6-6501 SM water service expense	2-2202 Accounts Payable:Accounts Payable - SM	19.73
10/01/2022	Bill		CVWD	District Water Service-Office Irrigation	6-6501 SM water service expense	2-2202 Accounts Payable:Accounts Payable - SM	29.32
10/01/2022	Bill		CVWD	Sewer Jet Water Service Expense 09/30/2022	6-6501 SM water service expense	2-2202 Accounts Payable:Accounts Payable - SM	108.74
10/01/2022	Bill		CVWD	District Water Service-Office	6-6501 SM water service expense	2-2202 Accounts Payable:Accounts Payable - SM	28.42
10/21/2022	Bill		CVWD	Construction Meter	6-6501 SM water service expense	2-2202 Accounts Payable:Accounts Payable - SM	162.76
10/21/2022	Bill		CVWD	Construction Meter	6-6501 SM water service expense	2-2202 Accounts Payable:Accounts Payable - SM	162.76
Total for 6-6501 SM water service expense							\$833.87
6-6502 SM electric service expense							
10/04/2022	Bill		IID	Station# 24B Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	782.99
10/04/2022	Bill		IID	Desert Shores Ponds Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	2,114.83
10/04/2022	Bill		IID	Station# 10 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	215.38
10/04/2022	Bill		IID	TRC Ponds Electrical Service Expense 08/31-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	9,767.91
10/04/2022	Bill		IID	Lansing Ponds Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	808.52
10/04/2022	Bill		IID	Station# 8 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	76.48
10/04/2022	Bill		IID	Station# 22B Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	222.10
10/04/2022	Bill		IID	Station# 21 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	18.15
10/04/2022	Bill		IID	District Shop Electrical Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	601.59
10/04/2022	Bill		IID	Station# 18 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	512.02
10/04/2022	Bill		IID	Station# 23 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	618.17
10/04/2022	Bill		IID	Station# 17 & 18 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	36.17
10/04/2022	Bill		IID	Station# 5 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	89.10
10/04/2022	Bill		IID	Station# 24A Electrical Service Expense	6-6502 SM electric	2-2202 Accounts	14.40

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				08/31/2022-09/29/2022	service expense	Payable:Accounts Payable - SM	
10/04/2022	Bill		IID	Station# 19 & 20 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	62.82
10/04/2022	Bill		IID	Station# 15 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	104.52
10/04/2022	Bill		IID	Station# 7 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	25.79
10/04/2022	Bill		IID	Station# 6 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	63.87
10/04/2022	Bill		IID	Station# 2 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	284.23
10/04/2022	Bill		IID	Station# 13 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	22.91
10/04/2022	Bill		IID	District Shop Back Building Electrical Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	47.63
10/04/2022	Bill		IID	Station# 1 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	14.49
10/04/2022	Bill		IID	Station# 12 Electrical Service Expense 08/31/2022-09/29/2022	6-6502 SM electric service expense	2-2202 Accounts Payable:Accounts Payable - SM	12.34
Total for 6-6502 SM electric service expense							\$16,516.41
6-6503 SM telephone expense							
10/31/2022	Bill	227394	Cytracom	District Office Monthly Phone Service Bill	6-6503 SM telephone expense	2-2202 Accounts Payable:Accounts Payable - SM	225.80
Total for 6-6503 SM telephone expense							\$225.80
6-6504 SM cell phone expense							
10/01/2022	Bill	9917679672	Verizon Wireless	Station 22, 24, On Call Phone Sep 09 - Oct 08	6-6504 SM cell phone expense	2-2202 Accounts Payable:Accounts Payable - SM	131.75
10/16/2022	Bill		Frontier Communications	Station 2	6-6504 SM cell phone expense	2-2202 Accounts Payable:Accounts Payable - SM	73.11
10/16/2022	Bill		Frontier Communications	Station# 16 & Station# 2	6-6504 SM cell phone expense	2-2202 Accounts Payable:Accounts Payable - SM	15.37
10/25/2022	Deposit		Verizon Wireless	Refund Credit Balance	6-6504 SM cell phone expense	1-1212 Cash in Banks:Sewer Maintenance	-7.38
10/25/2022	Bill	9918072743	Verizon Wireless	Sep 26- Oct 25 2022 Company Cell phone, Tablet Service	6-6504 SM cell phone expense	2-2202 Accounts Payable:Accounts Payable - SM	1,129.40
Total for 6-6504 SM cell phone expense							\$1,342.25
6-6507 SM propane expense							
10/19/2022	Bill		SaltonCity Petroleum	Office Propane Refill	6-6507 SM propane expense	2-2202 Accounts Payable:Accounts Payable - SM	14.62
Total for 6-6507 SM propane expense							\$14.62
6-6508 SM Alarm/Security Expense							
10/01/2022	Bill	421096	Desert Alarm Inc.	Alarm Security	6-6508 SM Alarm/Security Expense	2-2202 Accounts Payable:Accounts Payable - SM	119.85
Total for 6-6508 SM Alarm/Security Expense							\$119.85
6-6603 SM county permits expense							
10/17/2022	Check	0244	Imperial County Planning and Development	Deposit for Permit for SCSD Shop Addition	6-6603 SM county permits expense	1-1212 Cash in Banks:Sewer Maintenance	400.00
Total for 6-6603 SM county permits expense							\$400.00
6-6605 SM membership/assoc. expense							
10/01/2022	Bill	247	California Special Districts Association	RMS Regular Member Renewal	6-6605 SM membership/assoc. expense	2-2202 Accounts Payable:Accounts Payable - SM	7,162.00

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
Total for 6-6805 SM membership/assoc. expense							\$7,162.00
6-6712 SM pump station maint expense							
10/05/2022	Bill	53893	C&M Electric	Electric Motor Repair for Station 8	6-6712 SM pump station maint expense	2-2202 Accounts Payable:Accounts Payable - SM	243.06
10/12/2022	Bill		Swains Electric	Station 2 Emergency Pump Repair	6-6712 SM pump station maint expense	2-2202 Accounts Payable:Accounts Payable - SM	13,779.29
10/13/2022	Bill	480668	Air & Hose Source, Inc.	Heavy Duty Hoses for Emergency By Pass Pump for Pump Stations	6-6712 SM pump station maint expense	2-2202 Accounts Payable:Accounts Payable - SM	2,386.63
Total for 6-6712 SM pump station maint expense							\$16,409.18
6-6750 SM lab testing expense							
10/03/2022	Bill	CJ-20048-9867	Babcock Laboratories, Inc.	Lansing Monthly Pond Sample	6-6750 SM lab testing expense	2-2202 Accounts Payable:Accounts Payable - SM	275.00
10/03/2022	Bill	CJ20049-9867	Babcock Laboratories, Inc.	Desert Shores Monthly Pond Sample	6-6750 SM lab testing expense	2-2202 Accounts Payable:Accounts Payable - SM	275.00
10/03/2022	Bill	CJ-20047-9867	Babcock Laboratories, Inc.	Desert Shores Groundwater Well	6-6750 SM lab testing expense	2-2202 Accounts Payable:Accounts Payable - SM	850.25
10/03/2022	Bill	CJ20050-9867	Babcock Laboratories, Inc.	TRC Monthly Pond Sample	6-6750 SM lab testing expense	2-2202 Accounts Payable:Accounts Payable - SM	169.00
10/18/2022	Bill	CJ21170-9867	Babcock Laboratories, Inc.	TRC Monthly Pond Sample	6-6750 SM lab testing expense	2-2202 Accounts Payable:Accounts Payable - SM	169.00
10/18/2022	Bill	CJ21168-9867	Babcock Laboratories, Inc.	Lansing Monthly Pond Sample	6-6750 SM lab testing expense	2-2202 Accounts Payable:Accounts Payable - SM	275.00
10/18/2022	Bill	CJ21171-9867	Babcock Laboratories, Inc.	Desert Shores Monthly Pond Sample	6-6750 SM lab testing expense	2-2202 Accounts Payable:Accounts Payable - SM	275.00
10/18/2022	Bill	CJ21292-9867	Babcock Laboratories, Inc.	TRC Ponds Water Sample	6-6750 SM lab testing expense	2-2202 Accounts Payable:Accounts Payable - SM	148.00
Total for 6-6750 SM lab testing expense							\$2,438.25
6-6760 SM Professional Services Exp							
10/06/2022	Bill	0005670	Rick Engineering Company	Professional Services from August 27-September 30, 2022 Project C19331-000 Service Area Plan Update	6-6760 SM Professional Services Exp	2-2202 Accounts Payable:Accounts Payable - SM	431.06
Total for 6-6760 SM Professional Services Exp							\$431.06
6-6800 SM Miscellaneous Expenses							
10/27/2022	Bill		Cardenas	Salsa, onions chips purchased with donated funds from Rogelio Flores for Staff Lunch	6-6800 SM Miscellaneous Expenses	2-2202 Accounts Payable:Accounts Payable - SM	58.59
10/27/2022	Bill		Costco Wholesale	Drinks purchased with donated funds from Rogelio Flores for staff lunch	6-6800 SM Miscellaneous Expenses	2-2202 Accounts Payable:Accounts Payable - SM	73.35
Total for 6-6800 SM Miscellaneous Expenses							\$131.94
6-6802 SM Bldg & Grounds Maintenance							
10/05/2022	Bill		Super Bright LEDs	Up light for District Office flag pole	6-6802 SM Bldg & Grounds Maintenance	2-2202 Accounts Payable:Accounts Payable - SM	53.99
Total for 6-6802 SM Bldg & Grounds Maintenance							\$53.99
6-6810 SM Advertising Expense							
10/11/2022	Bill		California Special Districts Association	Manager Application Posting for 30 days	6-6810 SM Advertising Expense	2-2202 Accounts Payable:Accounts Payable - SM	105.00
Total for 6-6810 SM Advertising Expense							\$105.00
6-6811 SM Loan Interest Expense							
10/09/2022	Check	ACH	CIT	Interest	6-6811 SM Loan Interest Expense	1-1212 Cash in Banks:Sewer Maintenance	789.82
10/11/2022	Check	0242	Salton Sea Enterprises, LLC.	Loan Interest Payable 2022	6-6811 SM Loan Interest Expense	1-1212 Cash in Banks:Sewer Maintenance	0.00
10/11/2022	Check	0243	Salton Sea Enterprises, LLC.	Loan Interest Payable 2022	6-6811 SM Loan Interest Expense	1-1212 Cash in Banks:Sewer Maintenance	3,093.33
Total for 6-6811 SM Loan Interest Expense							\$3,883.15
6-6831 SM Legal Expense							

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
10/04/2022	Bill	74427	Slovak Baron Empey Murphy & Pinkney	Legal Services Through 09/30/2022	6-6831 SM Legal Expense	2-2202 Accounts Payable:Accounts Payable - SM	239.40
Total for 6-6831 SM Legal Expense							\$239.40
6-6833 SM technical expense							
10/14/2022	Expense		Interconnect Networks	Monthly Services Expense-Technical Support	6-6833 SM technical expense	1-1211 Cash in Banks:General Fund	1,957.55
Total for 6-6833 SM technical expense							\$1,957.55
6-6854 SM Copier Lease/Maint. Expense							
10/14/2022	Bill	3554422	Xerox Financial Services	Copier Lease Payment	6-6854 SM Copier Lease/Maint. Expense	2-2202 Accounts Payable:Accounts Payable - SM	25.00
10/26/2022	Bill	25AR1527155	Image Source	Copier Lease/Maint. Expense	6-6854 SM Copier Lease/Maint. Expense	2-2202 Accounts Payable:Accounts Payable - SM	321.67
Total for 6-6854 SM Copier Lease/Maint. Expense							\$346.67
6-6856 SM Subscriptions Expense							
10/01/2022	Bill		Costco Wholesale	Membership Renewal	6-6856 SM Subscriptions Expense	2-2202 Accounts Payable:Accounts Payable - SM	120.00
10/21/2022	Bill		Intuit	QuickBooks Monthly Expense	6-6856 SM Subscriptions Expense	2-2202 Accounts Payable:Accounts Payable - SM	200.00
Total for 6-6856 SM Subscriptions Expense							\$320.00
6-6892 SM Office Tech. Purchases Exp.							
10/01/2022	Bill	FE8F35D0-0023	Streamline	Website Hosting Bills Oct 1 - Nov 1 2022	6-6892 SM Office Tech. Purchases Exp.	2-2202 Accounts Payable:Accounts Payable - SM	190.00
Total for 6-6892 SM Office Tech. Purchases Exp.							\$190.00
6-6893 SM Breakroom Expense							
10/04/2022	Check	ACH	Costco Wholesale	Water for District Office	6-6893 SM Breakroom Expense	1-1212 Cash in Banks:Sewer Maintenance	44.03
Total for 6-6893 SM Breakroom Expense							\$44.03
6-6894 SM Payroll Processing Fee Exp.							
10/07/2022	Check	ACH	ADP	Payroll Processing Fee	6-6894 SM Payroll Processing Fee Exp.	1-1212 Cash in Banks:Sewer Maintenance	216.20
10/14/2022	Check	ACH	ADP	Payroll Processing Fee	6-6894 SM Payroll Processing Fee Exp.	1-1212 Cash in Banks:Sewer Maintenance	62.73
10/21/2022	Check	ACH	ADP	Payroll Processing Fee	6-6894 SM Payroll Processing Fee Exp.	1-1212 Cash in Banks:Sewer Maintenance	61.00
10/28/2022	Check	ACH	ADP	Payroll Processing Fee	6-6894 SM Payroll Processing Fee Exp.	1-1212 Cash in Banks:Sewer Maintenance	92.55
Total for 6-6894 SM Payroll Processing Fee Exp.							\$432.48
6-7001 SC Administrative Fees Expense							
10/14/2022	Journal Entry	CS101422		LAIF INTEREST FY 2021-2022	6-7001 SC Administrative Fees Expense	-Split-	51.30
Total for 6-7001 SC Administrative Fees Expense							\$51.30
6-7601 GF Water Servie Expense							
10/01/2022	Bill		CVWD	DS Building Water Service-Duplex	6-7601 GF Water Servie Expense	2-2202 Accounts Payable:Accounts Payable - SM	12.71
Total for 6-7601 GF Water Servie Expense							\$12.71
6-9374 SP Aeration Expense							
10/24/2022	Bill	44040/53910	C&M Electric	TRC WWTF 2 Aerator Motors rebuilt	6-9374 SP Aeration Expense	2-2202 Accounts Payable:Accounts Payable - SM	1,951.99
Total for 6-9374 SP Aeration Expense							\$1,951.99
7-0001 Translation Services							
10/19/2022	Check	0204	Ramon Madrigal	Regular Board Meeting 10.19.2022	7-0001 Translation Services	1-1211 Cash in Banks:General Fund	100.00
Total for 7-0001 Translation Services							\$100.00
TOTAL							\$142,778.96

Imperial Irrigation District

The following are Sewer Maintenance Charges paid in the Month of October (for September)

<u>Account Number</u>	<u>Address (Description)</u>	<u>Amount</u>	<u>Item #</u>
50007893	2273 CLEVELAND DR (TR 570/BL 4/LT 1) (Shop)	601.59	6-6502
50857762	2273 CLEVELAND DR (TR 570/BL 4/LT 1) (Back Shop Bldg)	22.63	6-6502
50391443	762 SALTON DRIVE (Thomas R Cannell sewer ponds)	9,767.91	6-6502
50053804	WEST S COOLIDGE 1 1/4 SD (Desert Shores sewer ponds)	2,114.83	6-6502
50811216	2119 MARS AVE (TR 624A BL 7 LT 29) (Lansing Ponds)	808.52	6-6502
50008017	212 DESERT SHORES DR (Lift Station #1)	14.49	6-6502
50008036	235 DESERT SHORES DR (Lift Station # 2)	284.23	6-6502
50007993	CORNER OF CORONADO & PALM (Lift Station # 5)	89.10	6-6502
50349623	2948 LETO AVE (TR 765/BL 4/LT 1) (Lift Station # 6)	63.87	6-6502
50274645	2866 MEDITERRANEAN AVE (Lift Station # 7)	26.37	6-6502
50053786	2812 & 16 PACIFIC STREET (TR 546/BL 4/LT 6&7) (Lift Station #8)	76.48	6-6502
50007977	SEA GARDEN AVE (TR 576-A/BL 2/LT 19) (Lift Station # 10)	215.38	6-6502
50063692	975 SEA PORT (TR 576-A/BL 1/LT 41) (Lift Station # 12)	12.34	6-6502
50007969	2635 SALTON BAY DR (TR 576/BL 2/LT 18) (Lift Station # 13)	22.91	6-6502
50007959	2542 SEA VIEW DR (TR 541/BL 17/LT 18) (Lift Station # 15)	104.52	6-6502
50805317	2502 Treasure DR (TR 541/BL 14/LT 6) (Lift Station # 16)	512.02	6-6502
50007941	TR 679 & SPA & RV PARK (Lift Station # 17-18)	36.17	6-6502
50007933	MARINA & CRYSTAL (Lift Stations # 19-20)	62.82	6-6502
50377292	2243 SEA VIEW AVE (TR 526/BL 19/LT 2) (Lift Station # 21)	18.15	6-6502
50007925	708 PLAZA AVE (TR 585 BL 5 LT 21) (Lift Station # 22-A - standby)	0.00	6-6502
50391441	708 PLAZA AVE (TR 585/BL 5/LT 21) (Lift Station #22-B)	222.10	6-6502
50007907	2161 PALM WAY (TR 584/BL 10/LT 10&11) (Sta. #23 & Lansing Ponds)	618.17	6-6502
50391442	821 LUNAR/MARS AVE (TR 624-A/BL 10/LT 21) (Sta. #24-480 volt)	782.99	6-6502
50007916	821 LUNAR/MARS AVE (TR 624-A/BL 10/LT 21) (Sta. #24-240 volt/standb)	14.40	6-6502
50638777	1209 Van Buren (TR573 Bl 26 Lt 11) Ste. # 1 (Office - meter #5)	222.44	6-6502
50638757	1209 Van Buren (TR573 Bl 26 Lt 11) Ste. #4 (Office - meter #2)	504.43	6-6502
50638778	1209 Van Buren (TR573 Bl 26 Lt 11) Ste. #2 (Library) merer #1	190.35	6-6502
50782673	1209 Van Buren (TR573 Bl 26 Lt 11) Ste. #3 (Office - meter #4)	695.63	6-6502
Total Sewer Maintenance to IID		18,104.84	

Coachella Valley Water District

The following are Sewer Maintenance Charges paid in the Month of October (for September)

<u>Account Number</u>	<u>Address (Description)</u>	<u>Amount</u>	<u>Item #</u>
106235-143472	2273 CLEVELAND AVENUE (Shop)	19.73	6-6501
273739-732666	SEWER JET TRUCKS (New sewer jet - Unit #55)	47.57	6-6501
273741-732668	PORTABLE L-180 (Old sewer jet - Unit #54)	108.74	6-6501
597961-732634	1209 Van Buren Sute.1 Tr 573 Bl 26 Lt 11 (Office)	28.42	6-6501
597959-732636	1209 Van Buren Ste. 1 Tr 573 Bl 26 Lt 11 (Irrigation)	29.32	6-6501
709725-767758	116 Construction(Truck portable water meter)	162.76	6-6501
Total Sewer Maintenance to CVWD		396.54	

Imperial Irrigation District

The following are General Fund charges paid in the month of October (for September)

<u>Account Number</u>	<u>Service Address (Description)</u>	<u>Amount</u>	<u>Item Number</u>
50053794	1007 HWY 86 & MONTEREY (Monterey Ave. entrance lights)	12.34	6-2003
50039659	CORNER SW OF DS&SCOTT (DS Drive entrance lights)	12.34	6-2003
50007900	Salton City Street Lights	2,384.30	6-2003
50696333	1520 Nile Dr. (Salton Fire Station)	492.69	6-3203
50007986	1240 HARBOR DR (Salton City Park)	379.66	6-5103
50356177	57 PALM DR (Desert Shores Park)	76.42	6-5303
50778496	83 Desert Shores Dr. (Ambulance Building)	300.81	6-3211
Total General Fund to IID		3,658.56	

Coachella Valley Water District

The following are General Fund Charges paid in the Month of October (for September)

<u>Account Number</u>	<u>Service Address (Description)</u>	<u>Amount</u>	<u>Item Number</u>
645615-117834	1520 Nile Dr. (Salton Fire Station)	16.41	6-3202
106457-145806	LOT 21 BLK 18 TR 525 (Salton City Park)	36.49	6-5102
100569-101606	PALM DRIVE, LOT 2 (Desert Shores Park)	56.77	6-5302
710799-100642	220 Desert Shores Dr.(Ambulance Building)	12.71	6-3210
Total General Fund to CVWD		\$122.38	



1209 VAN BUREN AVE.
POST OFFICE BOX 5268
SALTON CITY, CALIFORNIA 92275-5268
TELEPHONE: (760) 394-4446
scsd@saltoncsd.ca.gov

INTERIM GENERAL MANAGER

1. Grants -Verde Landscaping, James Owens
2. We have been looking into the grants for the parks. Our next step is to find a Landscaping Engineer, we need to find three bids to proceed.
3. We are working on station 2 Rehabilitation.
4. Preventive maintenance on Station 22.
5. Finance transfer from our Reserve Account (LAIF).



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Serving the West Shores of the Fabulous Salton Sea

Financial Report

- **Sewer Maintenance 10/31/2022**
\$155,516.35 Current 11/9/22 \$64,257.62
- **SM Loan Security 10/31/22**
\$252,495.70 Current 11/9/22 \$252,495.70
- **SM Construction 10/31/22**
\$4,261.01 Current 11/9/2022 \$4,261.01
- **General Fund 10/31/2022**
\$ 274,443.80 Current 11/9/2022 \$273,835.35
- **LIAF 10/31/22**
\$ 222,166.87 Current \$222,166.87



1209 Van Buren Avenue Suite 1
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Serving the West Shores of the Fabulous Salton Sea
October 2022 Monthly Sewer Maintenance Report

1. Daily Station and Plant Checks
2. Monthly Safety Meeting
3. Monthly Wastewater and lab samples.
4. Monthly Reports to Water Quality
5. Monthly Groundwater well level monitoring
6. Checked all trouble Lines SC and Desert Shores.
7. Jet and vacuumed several lines in Salton City.
8. Service aerators at TRC Ponds
9. Camera thru Gravity Lines in SC. ♡
10. Multiple mark and locate tickets
11. Close pond # 6 for maintenance
12. Service aerators Lansing Facility
13. Service aerators Desert shores Facility
14. Checked High Level Lights at all Stations Monthly.
15. Replace pump Sta. # 7

RESOLUTION No. 2022-11-16-01

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SALTON
COMMUNITY SERVICES DISTRICT TO CLOSE THE CURRENT ACCOUNT
WITH WELLS FARGO, N.A.**

WHEREAS, The Board of Directors of the Salton Community Services District finds as follows:

WHEREAS, The Salton Community Services District is a community services district organized and operating pursuant to California Government Code Section 61600 et seq.; and

WHEREAS, The District maintains and account or accounts with WELLS FARGO, N.A.; and

WHEREAS, The Board of Directors wishes to close the current account with WELLS FARGO, NA;
and

NOW, THEREFORE, be it resolved, determined, and ordered by the Board of Directors of the Salton Community Services District as follows:

Section 1. The District's Banking Current Accounts No. General Fund Acct# 3370664348 and Sewer Maintenance Acct# 3370664330 with Wells Fargo, N.A., be closed and the amount, if any, lying in the said account be returned to the District by way of issuance of Bankers' Cheque or transfer to other Current Account in the name of the District.

Section 2. (Name of the Director/Officer), (Designation) and (Name of the Director/Officer), (Designation) be and is hereby severally authorized to sign and execute all such documents, papers or instruments as may be necessary for closure of the said current account of the company and to do all such acts, deeds and things as may be necessary and/or incidental in this regard.

PASSED AND ADOPTED by the Board of Directors of the Salton Community Services District, Salton City, California, held on the 16th day of November, 2022, by the following vote:

	YES	NO
, President	_____	_____
Ms. Lidia A. Sierra, Vice President	_____	_____
Mr. Manuel H. Ramos, Director	_____	_____
Mr. Dale Johnson, Director	_____	_____
Ms. Michelle Gilmore, Director	_____	_____

, President of the Board of Directors

ATTEST:

Sonia Thania Garcia, Secretary of the Board of Directors

RESOLUTION NO. 2022-11-16-02

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SALTON COMMUNITY SERVICES DISTRICT CENSURING DIRECTOR
LIDIA A. SIERRA AND CALLING FOR CORRECTIVE ACTION IN ORDER
TO PROVIDE FOR A DECENT WORKPLACE FOR EMPLOYEES OF THE
DISTRICT**

WHEREAS, the Salton Community Services District (the “District”) is a community services district formed and operating under the Community Services District Law set forth in Government Code Section 61000 et seq.; and

WHEREAS, the day to day operations of the District are conducted by the General Manager who is appointed by the Board of Directors;

WHEREAS, the Board of Directors is charged with selecting the General Manager and making policy decisions by minute order, resolution or ordinance at duly noticed and held meetings in accordance with the Ralph M. Brown Act; and

WHEREAS, the Board of Directors does not have the authority to be involved in the day to day operations of the District including employee evaluation and discipline which is solely reserved to the General Manager;

WHEREAS, it is the policy of the District that communications between staff, the General Manager, and the Board of Directors be conducted in a civil, businesslike and respectful manner; and,

WHEREAS, Director Sierra has attempted to control and interject herself into the day-to-day operations of the District, thereby exposing herself and the District to potential liability and lawsuits; and

WHEREAS, Board Member Sierra has sent numerous emails to the General Manager and the Finance Director and other staff that interfere with the efficient operation of the District, which unduly intrude on the authority of the General Manager and staff, and most importantly that question their honesty and ethics;.

WHEREAS, Director Sierra has exhibited a continuing pattern of the conduct referred to above with the prior Interim General Manager staff and fellow Board Members by engaging in disrespectful dialogue which undermines the credibility and proper functioning of the District; and

WHEREAS, Director Sierra actions has distracted the General Manager and staff from District priorities and administrative duties; and

WHEREAS, Director Sierra has communicated with departments and staff of the County of Imperial purporting to act on behalf of the District without obtaining authorization from the Board of Directors; and

WHEREAS, staff and the Board of Directors expect a return to civility, respect, trust and productivity at the District; and

WHEREAS, the actions of Director Sierra, are harmful to the District and the employees of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT AS FOLLOWS:

Section 1. The Board of Directors has lost confidence in Director Sierra for the reasons stated in the forgoing Recitals.

Section 2. The Board of Directors hereby censures Director Sierra for comments and actions putting the District at financial risk, and interfering with and disrespecting previous Interim General Manager and staff, and violating District Policies.

Section 3. The Board of Directors admonishes Director Sierra for the comments and actions identified in the Recitals especially as the same relate to the current and previous staff.

Section 4. The Board of Directors thanks and support current employees of the District.

Section 5. The Board of Directors asks that Director Sierra correctly carry out the duties of Director, adhere to the District Policies and the California law, work effectively as a member of the Board of Director, support a Board of Directors/ General Manager form of governance, and work with the Board of Directors to take action on Board priorities.

Section 6. The Board of Directors directs Director Sierra to appear on behalf of the District at the County and other government offices and meetings only in her capacity as a private citizen and seek the prior authorization of the Board of Directors to represent herself as acting on behalf of the District with the County and other government offices.

Section 7. If Director Sierra cannot or does not take such corrective actions to carry out the duties of a Director as a functional member of the Board of Directors, the Board of Directors asks that Director Sierra resign from office.

Section 8. This Resolution is effective upon passage.

PASSED AND ADOPTED BY the Board of Directors of the Salton Community Services District, Salton City, California, after a public hearing held at a regular meeting on the November 16, 2022, by the following vote:

	YES	NO
, President	_____	_____
Ms. Lidia A. Sierra, Director	_____	_____
Mr. Manuel H. Ramos, Director	_____	_____
Mr. Dale Johnson, Director	_____	_____
Ms. Michelle Gilmore, Director	_____	_____

, President of the Board of Directors

ATTEST:

Thania Garcia, Secretary of the Board of Directors

RESOLUTION NO. 2022-11-16-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT PROVIDING FOR TIME, PLACE AND RULES FOR REGULAR AND SPECIAL MEETING

WHEREAS, the Board of Directors of the Salton Community Services District finds as follows:

WHEREAS, The Salton Community Services District is a community services district organized and operating pursuant to California Government Code Section 61600 et seq.; and

WHEREAS, The District is governed by an elected Board of Directors whose meetings are subject to the requirements of the Ralph M. Brown Act, California Government Code Section 54950 et seq. pursuant to California Government Code Section 61044; and

WHEREAS, The Board is authorized by Government Code Section 54953.7 to impose requirement upon itself which allow greater access to its meeting than prescribed by the Brown Act; and

The purpose of this resolution is to ensure that the Board's deliberations are open to the public to the fullest extent permitted by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALTON COMMUNITY SERVICES DISTRICT AS FOLLOWS:

Section 1. COMPLIANCE WITH STATUTORY REQUIREMENTS

All meetings of the Board and all committees thereof shall be conducted in compliance with all applicable requirements of the Brown Act.

Section 2. ADDITIONAL REQUIREMENT

2.1 Regular Meetings. Pursuant to Government Code Section 54954(a), all regular meetings of the Board shall be held at Salton Community Services District Administrative Office located at 1209 Van Buren Ave, Salton City, California; commencing at 2:00 p.m. open session; 1:00 p.m. closed session, if necessary. Regular meetings of the Board shall be held on the third Wednesday of every month, provided that any such days fall upon a legal holiday, then said meeting, if deemed necessary, shall be held at the same time on a day to be determined by the Board. If known in advance, that a quorum of the board is absent from any regular meeting, the Secretary of the board may cancel the meeting, and shall cause a written notice to be posted at all posting locations within twenty-four (24) hours of the regular meeting.

2.2 **Special Meetings.** Special meetings of the Board shall be called at any time by the President of any majority of the Board, and conducted in accordance with Government Code Section 54956. The Board shall not add any non-agenized item to the agenda of a special meeting.

2.3 **Agendas.** The agenda for all board meetings and committee meetings that are open to the public shall contain a brief, general description of each item of business to be transacted or discussed during the meeting. The description of an agenda item is adequate if it is sufficiently clear and specific to alert a person whose interests are affected by the item that he or she may have reason to attend the meeting or seek more information about the item.

2.4 **Posting.** The agenda of all Board meeting and all committee meeting that are open to the public shall be posted in the following locations:

On the exterior, front door of the Salton Community Services District Administration Office in Salton City; (2) as required by AB 1344 on the internet website.

2.5 **Submittal of agenda items.** All items to be considered for the agenda shall be (1) received by the Secretary of the Board no later than Noon the preceding Wednesday; (2) description of agenda item and back up information proposing recommendation/action must be in writing; (3) agenda items shall be submitted by Board Members, General Manager, Secretary of the Board, Finance Officer, S.C.S.D. Fire Chief; (4) only three (3) items shall be placed on the agenda by each individual.

Section 3. **ANNUAL REVIEW**

Each year the Board shall review this resolution to determine its effectiveness and the necessity for its continued operation. Upon conclusion of its review, the Board may take any action it deems appropriate concerning this resolution. Nothing herein shall preclude the Board from taking action on the resolution at times other than upon conclusion of the annual review.

Section 4. **EFFECTIVE DATE**

This resolution shall become effective immediately upon the date of adoption.

PASSED AND ADOPTED by the board of Directors of the Salton Community Services District, Salton City, California, held on the 16th day of November 2022, by the following vote:

RESOLUTION NO. 2022-11-16-03

	YES	NO
	_____	_____
Ms. Lidia A. Sierra, Director	_____	_____
Mr. Manuel H. Ramos, Director	_____	_____
Ms. Michelle Gilmore, Director	_____	_____
Mr. Dale Johnson, Director	_____	_____

, President of the Board of Directors

ATTEST:

Thania Garcia , Secretary to the Board of Directors

EXHIBIT "A"

AMENDED AND RESTATED BYLAWS OF THE SALTON COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

I. THE BOARD OF DIRECTORS

- A. The Board of Directors of the Salton Community Services District is composed of five members who govern the District at open public meetings. Meetings of the Board of Directors are subject to the Ralph M. Brown Act, Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the California Government Code. The Board of Directors is responsible for establishing policies for the operation of the District. The Board of Directors shall provide for the implementation of those policies which is the responsibility of the District's general manager.
- B. Under the Government Code sections 61000 et seq., Directors are elected at large for terms of four years, or until his or her successor takes office, and serve staggered terms; three members are elected in one election cycle and two members are elected in the next election cycle. Directors take office at noon of the first Friday in December following their election in November pursuant to Government Code section 61042. Directors must be registered voters who reside in the District. Employees of the District may not serve as Directors.
- C. All members of the Board of Directors must exercise their independent judgment on behalf of the interests of the entire District, including the residents, property owners, and the public as a whole in furthering the purposes and intent of the District.
- D. Any vacancy in the office of a member elected to a Board of Directors shall be filled pursuant to Government Code Section 1780.
- E. The minutes of the meetings of the Board of Directors shall record the aye and no votes taken by the members of the Board of Directors for the passage of all ordinances, resolutions, or motions. The Board of Directors shall keep a record of all its actions, including financial transactions. The Board of Directors shall adopt policies for the operation of the District, including, but not limited to, administrative policies, fiscal policies, personnel policies, and the purchasing policies required by this division.

II. OFFICERS OF THE BOARD OF DIRECTORS

- A. The officers of the Board of Directors are the President and Vice President.
- B. The President of the Board of Directors shall serve as chairperson at all Board meetings. The President shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and engaging in any discussion.

- C. In the absence of the President, the Vice President of the Board of Directors shall serve as chairperson over all meetings of the Board. If the President and Vice President are both absent, the remaining members shall select one amongst themselves to act as chairperson for the meeting.
- D. The President and Vice President of the Board shall be elected annually by the Board at the first regular meeting in December and the term of office shall commence immediately upon election and continue until replaced.

III. MEETINGS

- A. Regular meetings of the Board of Directors shall commence at 7:00 pm. on the third Wednesday of each calendar month in the District Office located at 1209 Van Buren Ave., Suite I, Salton City, California unless otherwise directed by the Board of Directors. If the agenda includes a closed session, the closed session meeting of the Board of Directors shall commence at 6:00 pm.
- B. At least 72 hours before a regular meeting, the District Secretary, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public and on the District's Internet Web site.
- C. Special meetings of the Board of Directors may be called from time to time in accordance with the Ralph M. Brown Act. A special meeting may be called at any time by the presiding officer of the Board, or by a majority of the members of the Board, by delivering written notice to each member of the Board and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the District's Internet Web site. The notice shall be delivered personally or by any other means and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the Board. The call and notice shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public. The Board shall not call a special meeting regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits, of a District executive, as defined in subdivision (d) of Government Code Section 3511.1.
- D. No Board action may be taken on an item not on the posted agenda except as otherwise provided in strict accordance with Government Code Section 54956.5 for narrowly defined emergencies.
- E. Pursuant to the Brown Act members of the public shall have the opportunity to directly address the Board on any item of interest to the public, before or during the Board's consideration of the item, that is within the subject matter jurisdiction of the Board, provided that no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by Government Code Section 54954.2(b). Public

comments shall be limited to three minutes each. Public comments may exceed three minutes in length only when allowed by the President.

- F. Board Members may briefly respond to statements or questions from the public; and
- G. Board Members may, on their own initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information,
- H. The President of the Board or a Board majority in open session may take actions to direct staff to place a matter on a future agenda.
- I. The President shall conduct all meetings in a manner consistent with that version of Robert's Rules of Order, as determined by the Board President. All comments shall be directed to the President. The President shall determine the order in which agenda items shall be considered for discussion and/or actions taken by the Board and shall announce the Board's decision on all subjects.
- J. A majority of the total membership of the Board of Directors shall constitute a quorum for the transaction of business. The Board of Directors shall act only by ordinance, resolution, or motion. Except as otherwise specifically provided by law, a majority vote of the total membership of the Board of Directors is required for the Board of Directors to take action. When there is no quorum for a regular meeting, the President, Vice President, or any Board member shall adjourn such meeting, or, if no Board member is present, the Board Secretary shall adjourn the meeting.
- K. A roll call vote shall be taken upon votes on ordinances and resolutions, and shall be entered in the minutes of the Board showing those Board members voting aye, voting no, and those abstaining or absent. Unless a Board member states that they are not voting because of a conflict of interest and recuses himself or herself prior to the discussion of the items, his or her silence shall be recorded as an affirmative vote and vote of abstention shall be recorded as an abstention.
- L. Any person attending a public meeting of the Board of Directors may record the proceedings with an audio or video tape recorder or a still or motion picture camera in the absence of a reasonable finding that the recording cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a disruption of the proceedings.
- M. All video tape recorders, still and/or motion picture cameras shall remain stationary and shall be located and operated from behind the public speaker's podium once the meeting begins. The President retains the discretion to alter these guidelines, including the authority to require that all video tape recorders, still and/or motion picture cameras be located in the back of the room.

IV. PREPARATION OF MINUTES AND MAINTENANCE OF TAPES

- A. The minutes of the Board shall be kept by the Board Secretary and shall be neatly produced and kept in a file for that purpose, with a record of each particular type of business transacted in paragraphs with proper subheadings;
- B. The Board Secretary shall be required to make a record only of such business as was actually passed or which failed upon by a vote of the Board and except as provided in Section 4.3 below shall not contain remarks Board members or any other person;
- C. Any Director may request for inclusion into the minutes brief comments pertinent to an agenda item, only at the meeting in which the item(s) is discussed.
- D. Written materials delivered to the Board at the meeting that were contained in the Board Agenda Packet for review by the Board prior to the meeting shall be retained along with the Agenda on the District's Internet Website.
- E. Whenever the Board holds a public hearing or acts in a quasi-judicial proceeding, the Board Secretary shall compile a summary of the testimony of the witnesses.
- F. Any electronic media of a District meeting made for whatever purpose, by direction of the District, shall be subject to inspection pursuant to the California Public Records Act. District tape, film, and/or video records shall be retained on the District's Internet Website.

V. DUTIES OF THE MEMBERS OF THE BOARD OF DIRECTORS

- A. Directors shall prepare themselves to discuss agenda items at the meeting of the Board of Directors. Information may be requested from staff before meetings, but a quorum of Directors shall not discuss District business outside of a duly noticed public meeting, either in a single meeting or in a seriatim meeting.
- B. Directors shall at all times conduct themselves with courtesy and respect to each other, to staff and to members of the public present at Board meetings.
- C. Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Directors takes action, Directors should not create barriers to the implementation of said action.
- D. At the President's discretion, the District legal counsel shall act as parliamentarian.
- E. Directors have no individual authority to act on behalf of the District outside of meetings, to manage or direct the day to day operations of the District or to direct employees of the District. Outside of a duly noticed meeting of the Board of Directors, Directors may not commit the District to any policy, act or expenditure.
- F. The District operates under the Community Services District Law, California Government Code sections 61000 – 61226. The District is authorized to provide waste water treatment services and parks and recreation services within the District's boundaries as permitted under the Cortese Knox Hertzberg Act. The District has all rights

and powers, expressed and implied, necessary to carry out the purposes and intent of the Community Services District law, including, but not limited to, the following powers:

- (a) To adopt ordinances following the procedures of Article 7 (commencing with Section 25120) of Chapter 1 of Part 2 of Division 2 of Title 3 of the Government Code.
- (b) To adopt, by ordinance, and enforce rules and regulations for the administration, operation, and use and maintenance of the facilities and services listed in Part 3 (commencing with Section 61100) of the Government Code.
- (c) To sue and be sued in its own name.
- (d) To acquire any real or personal property within or outside the District, by contract or otherwise, to hold, manage, occupy, dispose of, convey, and encumber the property, and to create a leasehold interest in the property for the benefit of the District.
- (e) To acquire by eminent domain any real or personal property within or outside the District.
- (f) To appoint employees, to define their qualifications and duties, and to provide a schedule of compensation for performance of their duties.
- (g) To engage counsel and other professional services.
- (h) To enter into and perform all contracts, including, but not limited to, contracts pursuant to Article 43 (commencing with Section 20680) of Chapter 1 of Part 3 of the Public Contract Code.
- (i) To adopt a seal and alter it.
- (j) To enter joint powers agreements pursuant to the Joint Exercise of Powers Act, Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code.
- (k) To provide insurance pursuant to Part 6 (commencing with Section 989) of Division 3.6 of Title 1 of the Government Code.
- (l) To provide training that will assist the members of the Board of Directors in the governance of the District.
- (m) To construct any works along, under, or across any street, road, or highway, subject to the consent of the governing body in charge, and along, under, or across any other property devoted to a public use.
- (n) To take any and all actions necessary for, or incidental to, the District's powers expressed or implied.

- G. Directors do not represent any fractional segment of the community, but are, rather, a part of the body, which represents and acts for the community as a whole.
- H. The primary responsibility of the Board of Directors is the formulation of District policy, evaluation of these policies for effectiveness, revision as necessary, and see to their implementation. Routine matters concerning the operational aspects of the District are delegated to the professional staff members of the District by the General Manager.
- I. The Board shall appoint a General Manager. The General Manager is the highest level management appointee who is directly responsible to the Board for the implementation of the policies established by the Board. The General Manager is responsible for all of the following:
 - (a) The implementation of the policies established by the Board for the operation of the District.
 - (b) The appointment, supervision, discipline, and dismissal of the District's employees consistent with the employee relations system established by the Board.
 - (c) The supervision of the District's facilities and services.
 - (d) The supervision of the District's finances.
- J. The Board may establish committees for finance, personnel, architecture, parks and recreation and others.

VI. DIRECTOR GUIDELINES

- A. Board members, by making a request to the General Manager, shall have access to information relative to the operation of the District, including but not limited to statistical information, information serving as the basis for actions of staff, justification for staff recommendations, and other matters.
- B. In handling complaints from residents, property owners within the District, or other members of the public, Directors should listen carefully to the concerns and refer the matter to the General Manager to be addressed appropriately.
- C. Directors, when seeking clarification of policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, should confer directly with the General Manager.
- D. When approached by District personnel concerning specific District policy, Directors should direct inquiries to the General Manager.
- E. Directors and General Manager must develop a working relationship so that current issues, concerns and District projects can be discussed comfortably and openly.

- F. When responding to resident requests and concerns, Directors should respond to individuals in a positive manner and route their questions and/or concerns to the General Manager and inform the resident/s the matter will be forwarded to the General Manager for processing. The General Manager will respond to the resident within 48 hours.
- G. Directors are responsible for monitoring the District progress in attaining its goals and objectives, while pursuing its mission.

VII. DIRECTOR COMPENSATION

- A. 1 Each Director is authorized to receive one hundred dollars (\$100.00) as compensation for each regular or special Board meeting they attend. Workshops and Study Sessions are not subject to compensation.
- B. Director compensation shall not exceed two days in any calendar month.
- C. Directors may be reimbursed for certain expenses incurred in connection with District business pursuant to an expense reimbursement policy adopted by the Board in accordance with Government Code Section 53232.2.

VIII. COMMITTEES

- A. Under the Ralph M. Brown Act the following committees are subject to the agenda, public meeting and other requirements of the Act. Such committees include those that are permanent or temporary, decision making or advisory, created by charter, ordinance, resolution, or formal action of the Board. However, advisory committees, composed solely of the members of the Board that are less than a quorum of the Board are not subject to the Ralph M. Brown Act, except that standing committees of the Board, irrespective of their composition, which have a continuing subject matter jurisdiction, or a meeting schedule fixed by charter, ordinance, resolution, or formal action of a Board are subject to the Ralph M. Brown Act.
- B. **ADVISORY COMMITTEES.** The Board may appoint such advisory committees as may be deemed necessary or advisable. The duties of the advisory committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made or at any time that there are no activities.
- C. **STANDING COMMITTEES.** The Board may create standing committees at its discretion. Standing committees shall be advisory committees to the Board of Directors and shall not commit the District to any policy, act or expenditure. Each standing committee may consider District related issues, on a continuing basis, assigned to it by the Board of Directors. The Board of Directors shall appoint committee members.
- D. **Finance Committee.** To be composed of two Board members with three residents having knowledge in finances/bookkeeping/accounting.

- E. Personnel Committee. To be composed of two Board members with three residents having knowledge in human resources management, finances, bookkeeping and accounting.
- F. Recreation Committee. To be composed of five residents with each being appointed by one of the Board of Directors.

Minutes of each meeting of each committee shall be forwarded to the Board of Directors as public record. All proposed committee members shall submit a statement of their qualifications and shall provide other related information requested by staff.

IX. CORRESPONDENCE DISTRIBUTION POLICY

Documents which are relevant to the matters on the agenda shall be included in the Board of Directors agenda packets and shall be placed on the District's Internet Website. However, nothing shall prevent the staff from presenting information related to the agenda items to the Board at or prior to the meeting of the Board of Directors. The General Manager shall establish policy and procedures for receiving, processing and distribution of correspondence.

X. CONFLICTS AND RELATED POLICY

- A. The Political Reform Act, Government Code Section 1090 and other laws prohibit certain conflicts of interest. The purpose of such laws and regulations is to ensure that all actions are taken in the public interest and not based on the financial interests of individual Board members. Board members are required to comply with conflict of interest laws. Directors should consult with District Legal Counsel and/or the Fair Political Practices Commission (FPPC) at (916)322-5660, if they think that they may have a conflict of interest.
- B. Conflict of Interest. Under the Political Reform Act a Director or other public official may not participate in the making of a governmental decision if it is: (1) reasonably foreseeable that the decision will have a (2) material financial effect on the (3) official or a member of his or her family or on an economic interest of the official, and (4) the effect is distinguishable from the effect on the public generally. Additionally, the FPPC regulations relating to interests in real property have recently been changed. If the real property in which the Director has an interest is located within 500 feet of the boundaries of the property affected by decision, that interest is now deemed to be directly involved in the decision. Directors who have a conflict of interest under the Political Reform Act must announce the conflict of interest and recuse themselves from the meeting while the matter is being considered.
- C. Interest in Contracts, Government Code Section 1090. The prohibitions of Government Code Section 1090 provide that the Board of Directors and other public officials may not participate in entering into a contract on behalf of the District in which they have a financial interest. Recusal does not generally cure a conflict under Government Code Section 1090.

- D. **Incompatible Office.** Government Code Section 1099 provides that public officer shall not simultaneously hold two public offices that are incompatible. Incompatibility is defined may exist where one position may exercise authority of the other or a clash in loyalties.
- E. **Conflict of Interest Policy.** The Distract must maintain, review and update a conflict of interest policy designating certain employees who are subject to it terms which are similar to the Political Reform Act provisions.
- F. **ETHICS TRAINING.** Board members and designated District employees must complete mandatory two hour ethics training when taking office and each two years thereafter under Government Code 53234 et seq. Online training resources are available from the Fair Political Practices Commission's Website.
- G. **FORM 700.** Board members and those employees designated in the District Conflict of Interest Code must file with the District a Form 700 upon taking office, annually and upon vacating office.
- H. **VACANCIES.** Vacancies on the Board of Directors are to be filled as provided in Government Code Section 1780 which provides in pertinent part as follows:
- (1) The District shall notify the county elections official of the vacancy no later than 15 days after either the date on which the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later. The remaining members of the District Board may fill the vacancy either by appointment within sixty (60) days after the date on which the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later or by calling an election pursuant to subdivision. The District shall post a notice of the vacancy in three or more conspicuous places in the District at least 15 days before the District Board makes the appointment. The District shall notify the county elections official of the appointment no later than 15 days after the appointment.
 - (2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general District election, the person appointed to fill the vacancy shall hold office until the next general District election that is scheduled 130 or more days after the date the District Board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.
 - (3) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general District election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.