



Regular Meeting
Wednesday, May 20, 2015, 6:30PM, Station 67 Pike City
AGENDA

I ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

At a regular meeting, the board may take action upon an item of business not appearing on the posted agenda if, *first*, the board publicly identifies the item, and, *second*, one or more of the following occurs:

- A. The board by a majority vote of the full board decides that an emergency as defined I government code section 54956.5 exists; or,
- B. Upon a decision by a two-thirds vote of the board or, if less than two thirds, of the board members present, a unanimous vote of those present, the board decides that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted; or
- C. The item was posted on the agenda of a prior meeting of the board occurring not more than five calendar days prior to the date of this meeting, and at the prior meeting the item was continued to this meeting.

Members of the public shall be afforded an opportunity to address the Board on any Agenda items except closed session items. Reasonable time limits may be established. Government Code Section 11125.7. If you have any questions or require reasonable accommodations due to a disability, please contact the Board Secretary at 530-288-3326.

II PUBLIC COMMENT

III INFORMATION/DISCUSSION ITEMS, STAFF &/OR COMMITTEE REPORTS

- A. Correspondence:
- B. Committee/Member/Business Reports:
 1. Station 71 Fire Chief's Report
 2. Station 67 Fire Chief's Report
 3. Station 71 Auxiliary
 4. Station 67 Auxiliary
 5. Risk Manager: Dan Guyer Chiefs' review of vehicle listing
 6. Board Member ReportStanding Committee Reports
Streetlights Comm.
Budget Comm.

IV ACTION ITEMS

- A. Approval of Minutes of April 15, 2015 Regular Meeting
- B. Approval of Treasurer's Report dated April 30, 2015
Credit card report
- C. Unfinished Business: None
- D. New Business
 1. ON GOING Bylaws and Policy review and/or update:
 - a. Resolution 15-057 Policy for billing non residents for runs
 - b. Clerk of the Board
 2. California Special Districts Association, discussion re program, cost, value to PRCS D
 3. Budget Committee set meeting date begin data collection
 4. SOP Manual updates: Fire Chiefs
 5. IIPP MANUAL, Heat Illness update per GSRMA: Fire Chiefs
 6. Statement of Facts Roster of Public Agencies file with Sec. of State: Maris

V SET JUNE 13, 2015 MEETING AGENDA:

Continue Review/Update of By Laws, Budget Committee update, Appoint Risk Manager & Committee, Renew Treas. Contract, Adopt Prelim. Budget, List of Donations, Bad Debt List

VI ANNOUNCEMENTS

- The next regular meeting of the PRCS D Board of Directors is June 17, 2015, Station 71 Alleghany

VII ADJOURNMENT



Pliocene Ridge Community Services District

Serving the communities of Alleghany, Forest City, and Pike City
100 Pike City Road, Pike City, CA 95960



Regular Meeting
Wednesday, May 20, 2015, 6:30PM, Station 67 Pike City
MINUTES

A quorum was established and the meeting called to order at 6:31PM by Pres. Wayne Babros. Board members present: M. Womack, W. Babros, D. Guyer, B. Coons; 1 vacancy. Also present: Co Chiefs David Arbogast and Ned Causato, Alleghany; Jim Buckbee and Tom Starr, Pike City; absent: Treasurer Rae Bell Arbogast. Flag salute.

APPROVAL OF AGENDA: Moved by D. Guyer, seconded by B. Coons to approve the agenda.

Motion passed: 4 Ayes, 0 Nays, 0 Absent, 0 Abstain, 1 Vacant.

PUBLIC COMMENT: None

INFORMATION/DISCUSSION ITEMS

Correspondence: None

Committee/Member/Business Reports:

Station 71: No calls, no vehicles out of service, inventory done.

Station 67: Received hose from Sierraville. Need to pressure test. May donate to residents. Everything up and running.

Auxiliary 71: No report.

Auxiliary 67: Don't forget Taco Night It will be held o May 30th.

Risk Manager: No report.

Board Member Reports: None

Standing Committee

Streetlights: Budget: No report.

ACTION ITEMS

Approval of Minutes: No minutes of April 15, 2015, move to June meeting.

Approval of Treasurer's Report: Moved by M. Womack, seconded by D. Guyer to approve the Treasurer's Report of April 30, 2015. **Motion passed: 4 Ayes, 0 Nays, 0 Absent, 0 Abstain, 1 Vacant.**

UNFINISHED BUSINESS

Community Wildland and Prevention Plan: Moved by M. Womack, seconded by D. Guyer to approve the Plan. **Motion passed: 4 Ayes, 0 Nays, 0 Absent, 0 Abstain, 1 Vacant.**

NEW BUSINESS

ON-GOING Bylaws and Policy Review and/or update: No action.

- a. Resolution 15-057. Policy for billing non residents
- b. Clerk of the Board

CALIFORNIA SPECIAL DISTRICTS ASSN: No action taken.

BUDGET COMMITTEE: Rae to set meeting.

SOP Manual Updates: Fire Chiefs to submit to secretary for recording.

IIPP MANUAL UPDATES: HEAT ILLNESS:

STATEMENT OF FACTS ROSTER OF PUBLIC AGENCIES: To be updated when vacancy is filled.

NEXT MEETING AGENDA ITEMS: Continue review/update of By Laws; Appoint Risk Mgr, renew Treas. Contract, Adopt prelim. Budget, list donation, bad debts.

ANNOUNCEMENTS: The next regular meeting of the PRCSD Board of Directors is scheduled for June 13, 2015, 6:30pm, Station 71 Alleghany.

ADJOURNMENT: So ordered by President Babros at 7:10pm.

Respectfully submitted,

R Bell for M.W.
Maris Womack
Secretary

Minutes adopted
as submitted or changed

6/17/15
Date
Initial



Pliocene Ridge Community Services District

Serving the Communities of Allegheny, Forest City, and Pike City
 100 Pike City Road
 Pike City, CA 95960

Treasurers Report cut off date: April 30, 2015

Beginning Checking Account Balance \$ 6,487.24

Deposits

Budget Line #	Date	From:	For:	Amount
	4/28/15	Sierra County Auditor	Tax Revenue	\$ 9,924.72
9020			Streetlights	\$ 1,851.59
			Fire	\$ 8,073.13
Deposits Total				\$ 9,924.72

Expenditures

Budget Line #	Ck #	Date	To:	For:	Amount
	2322	4/14	AT&T		\$ 30.74
6172.2				Phone Allegheny	\$ 15.49
6172.3				Phone Pike	\$ 15.25
8300	2323	4/14	Chiefs Law Enforcement supply	Medical bag 6700	\$ 97.78
6270.1	2324	4/14	Rae Bell Arbogast	3rd quarter billing	\$ 97.50
	2325		VOIDED		
	2326	4/14	Sierra County Public Works		\$ 200.14
				Fuel Allegheny	\$ 145.70
				Fuel Pike	\$ 54.44
	OL	4/27	PG&E		\$ 553.71
6170.2				PG&E Allegheny	\$ 84.31
6170.3				PG&E Pike	\$ 67.36
9171.4				Streetlights - Forest	\$ 42.96
9170.4				Streetlights - Allegheny	\$ 359.08
Expenditures Total					\$ 979.87

Chief 67 Card	\$ 78.20
Chief 71 Card	\$ 510.96
	\$ 589.16

Ending Checking Account Balance \$ 15,432.09

Starting Savings account balance \$ 13,089.15

transfer from checking

interest earned

transfer to FUNDS

Ending Savings Account Balance \$ 13,089.15

Balance on Prepaid Cards & Debit Card Account \$ 589.16

General Fund (accounts listed above) Total \$ 29,110.40

Restricted Fund account Starting Balance \$ 28,363.31

interest earned

transfer to checking

Fund account Ending Balance see reverse for details \$ 28,363.31

Total ALL FUNDS \$ 57,473.71

Streight Income		Tax Revenue	
Streight Expense	\$ 465.00	Donations to-date	
Net	\$ 465.00	Fund addition or (subtraction) for the fiscal year	
PORTION COUNTY FEE (TO BE PAID OUT)			
Streight Fund	Starting Balance	NET INCOME other expenses	End Balance
	\$ 1,750.82	\$ 465.00 (2.10)	\$ 2,213.72
			462.90

Gross Income Mutual Aid Pike	\$ 1,178.76	\$100 added to Pike Vehicle Fund for sale of Crown	
Payroll expenses	534		
Net Mutual Aid Income (Split as allocated below)	645	Additions	Withdrawals
			End Balance
Pike Building Fund 20%	\$ 8,318.57	\$ 129.01	\$ (1,132.74)
Pike Vehicle Fund 55% + 100 Surplus sale	\$ 2,381.59	\$ 454.75	\$ 2,836.34
General Fund 25%	\$ -	\$ -	(not added to total below, doesn't "go" anywhere)

Gross Income Mutual Aid Allgny			
Payroll expenses			
Net Mutual Aid Income (Split as allocated below)	\$0.00	Additions	Withdrawals
			End Balance
Allgny Building Fund 20%	\$ 695.26	\$ -	\$ 695.26
Allgny Vehicle Fund 55% + 125 Surplus sale	\$ 1,971.70	\$ 5,125.00	\$ 7,096.70
General Fund 25%	\$ -	\$ -	(not added to total below, doesn't "go" anywhere)

TOTALS	Total Fund Additions for 14/15 FY	\$ 6,171.66
	Total Fund Withdrawals for 14/15 FY	\$ (1,134.84)
	NET CHANGE	\$ 5,036.82

Contingency Fund	Year	Addition	Withdrawal	Balance
	10/11	\$ 3,300.00		\$ 3,300.00
	11/12	\$ 1,800.00	\$ 2,000.00	\$ 3,100.00
	12/13	\$ 5,000.00		\$ 8,100.00
	13/14	\$ 8,100.00		\$ 8,100.00
14/15				\$ 8,100.00
				\$ 8,100.00
				\$ 8,100.00

FUND BALANCES	Meeting Date	4/15/2015
Contingency Fund	\$ 8,100.00	
Streight Fund	2,215.82	
PCVFD Building Fund	7,314.84	
PCVFD Vehicle Fund	2,936.34	
AVFD Building Fund	695.26	
AVFD Vehicle Fund	7,096.70	
Interest earned (gets moved to general fund)	4.35	
Total Funds	\$ 28,363.31	

Have not taken \$2.10 out of SL Fund yet, it is for address list from County assessor

Pliocene Ridge Community Services District
Profit & Loss Budget vs. Actual YTD only
 July 1, 2014 through May 19, 2015

05/19/15

Accrual Basis

	Jul 1, '14 - Ma...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4020.1 · Tax Revenue Fire	21,283.47	24,000.00	-2,716.53	88.7%
4030.1 · Donations Income District	0.00	0.00	0.00	0.0%
4030.2 · Donations Alleghany	10,000.00	11,725.67	-1,725.67	85.3%
4030.3 · Donations Pike	2,500.00	4,225.67	-1,725.67	59.2%
4040.1 · Grants District	1,000.00	1,000.00	0.00	100.0%
4040.2 · Grants Alleghany	0.00	1,725.68	-1,725.68	0.0%
4040.3 · Grants Pike	0.00	1,725.68	-1,725.68	0.0%
4050.1 · Rent Income District	0.00	0.00	0.00	0.0%
4050.2 · Rent Income Alleghany	0.00	0.00	0.00	0.0%
4050.3 · Rent Income Pike	0.00	0.00	0.00	0.0%
4060.1 · Surplus Equip. Sales District	0.00	0.00	0.00	0.0%
4060.2 · Surplus Equip. Sales Allgny	5,125.00	0.00	5,125.00	100.0%
4060.3 · Surplus Equip. Sales Pike	100.00	0.00	100.00	100.0%
4070.1 · Emergency Services Income	1,028.50	0.00	1,028.50	100.0%
4071.2 · Mutual Aid Income- Alleghany	0.00	0.00	0.00	0.0%
4071.3 · Mutual Aid Income- Pike	1,178.76	1,179.00	-0.24	100.0%
4080 · Interest Income	10.11	0.00	10.11	100.0%
4082 · Other Income	0.00	0.00	0.00	0.0%
Total Income	42,225.84	45,581.70	-3,355.86	92.6%
Expense				
6000 · OVERHEAD EXPENSE CATEGORY				
6020 · Transition posting/suspense	0.00	0.00	0.00	0.0%
6140.1 · Contributions	0.00	0.00	0.00	0.0%
6160.1 · Dues and Subscriptions- Admin.	0.00	0.00	0.00	0.0%
6170.1 · PG&E				
6170.2 · PG&E Alleghany	455.35	800.00	-344.65	56.9%
6170.3 · PG&E Pike	874.90	1,500.00	-625.10	58.3%
6170.1 · PG&E - Other	0.00	0.00	0.00	0.0%
Total 6170.1 · PG&E	1,330.25	2,300.00	-969.75	57.8%
6172.1 · Telephone				
6172.2 · Telephone Alleghany	139.38	190.00	-50.62	73.4%
6172.3 · Telephone Pike	137.33	200.00	-62.67	68.7%
6172.1 · Telephone - Other	0.00	0.00	0.00	0.0%
Total 6172.1 · Telephone	276.71	390.00	-113.29	71.0%
6174.1 · Water				
6174.2 · Water Alleghany	432.00	432.00	0.00	100.0%
6174.1 · Water - Other	0.00	0.00	0.00	0.0%
Total 6174.1 · Water	432.00	432.00	0.00	100.0%
6176.1 · Propane				
6176.2 · Propane Alleghany	333.70	750.00	-416.30	44.5%
6176.3 · Propane Pike	0.00	0.00	0.00	0.0%
6176.1 · Propane - Other	0.00	0.00	0.00	0.0%
Total 6176.1 · Propane	333.70	750.00	-416.30	44.5%
6180.1 · Insurance				
6185.1 · Liability Insurance	2,332.00	0.00	2,332.00	100.0%
6190.1 · Vehicle Insurance	383.00	0.00	383.00	100.0%
6193.1 · Property Insurance	920.00	0.00	920.00	100.0%
6195.1 · Work Comp	3,640.00	0.00	3,640.00	100.0%
6180.1 · Insurance - Other	0.00	7,275.00	-7,275.00	0.0%
Total 6180.1 · Insurance	7,275.00	7,275.00	0.00	100.0%
6230.1 · Fees/Compliance/Training	0.00	150.00	-150.00	0.0%
6235.1 · Bank Charges	10.40	0.00	10.40	100.0%
6250.1 · Postage, copies & office supply	147.00	250.00	-103.00	58.8%
6265.1 · County Administration Fee	2,748.77	2,176.00	572.77	126.3%
6270.1 · Bookkeeping	360.00	750.00	-390.00	48.0%
6272.1 · Legal Fees	0.00	0.00	0.00	0.0%
6273.1 · Auditor Fees	2,000.00	2,000.00	0.00	100.0%
6275.1 · Board Development	0.00	0.00	0.00	0.0%
6280.1 · Property Assessments				
6280.2 · Solid Waste Fee Alleghany	77.94	78.00	-0.06	99.9%
6280.3 · Solid Waste Fee Pike	93.54	94.00	-0.46	99.5%

Pliocene Ridge Community Services District
Profit & Loss Budget vs. Actual YTD only
 July 1, 2014 through May 19, 2015

05/19/15

Accrual Basis

	Jul 1, '14 - Ma...	Budget	\$ Over Budget	% of Budget
6280.1 · Property Assessments - Other	0.00	0.00	0.00	0.0%
Total 6280.1 · Property Assessments	171.48	172.00	-0.52	99.7%
6295.1 · Building Repairs & Maint.				
6295.2 · Building Rep & Maint Alleghany	0.00	1,500.00	-1,500.00	0.0%
6295.3 · Buildings Rep. & Maint. Pike	1,122.74	1,000.00	122.74	112.3%
6295.1 · Building Repairs & Maint. - Other	0.00	0.00	0.00	0.0%
Total 6295.1 · Building Repairs & Maint.	1,122.74	2,500.00	-1,377.26	44.9%
6296.1 · Payroll Expense- Mutual Aide				
6296.2 · Payroll Expense Alleghany	0.00	0.00	0.00	0.0%
6296.3 · Payroll Expense Pike	480.60	552.00	-71.40	87.1%
6296.1 · Payroll Expense- Mutual Aide - Other	53.12	0.00	53.12	100.0%
Total 6296.1 · Payroll Expense- Mutual Aide	533.72	552.00	-18.28	96.7%
6702 · Interest Expense	0.00	0.00	0.00	0.0%
6704 · Other Expenses	183.50	50.00	133.50	367.0%
6706 · Bad Debt Write-off	2.82	0.00	2.82	100.0%
6000 · OVERHEAD EXPENSE CATEGORY - Other	0.00	0.00	0.00	0.0%
Total 6000 · OVERHEAD EXPENSE CATEGORY	16,928.09	19,747.00	-2,818.91	85.7%
7000 · STATION 71 EXPENSES				
7230 · Compliance Alleghany	983.61	600.00	383.61	163.9%
7300 · Small Equipment Alleghany	317.42	3,951.00	-3,633.58	8.0%
7301 · Equip. repair/maint. Alleghany	102.79	500.00	-397.21	20.6%
7350 · Fuel Alleghany	312.14	800.00	-487.86	39.0%
7630 · Vehicle Rep. & Maint. Alleghany				
7631 · 7140 Repairs & Maint.	0.00	0.00	0.00	0.0%
7632 · 7100 Repair & Maint.	12.68	0.00	12.68	100.0%
7633 · 7145 Repairs & Maint.	0.00	0.00	0.00	0.0%
7635 · 7150 Repairs & Maint.	0.00	0.00	0.00	0.0%
7637 · 7180 Repairs & Maint.	0.00	0.00	0.00	0.0%
7638 · 7181 Repairs & Maint.	65.00	0.00	65.00	100.0%
7630 · Vehicle Rep. & Maint. Alleghany - Other	0.00	500.00	-500.00	0.0%
Total 7630 · Vehicle Rep. & Maint. Alleghany	77.68	500.00	-422.32	15.5%
7651 · Fixed Asset Expenditures Allgny	10,000.00	10,000.00	0.00	100.0%
7660 · Supplies Alleghany	0.00	150.00	-150.00	0.0%
7000 · STATION 71 EXPENSES - Other	0.00	0.00	0.00	0.0%
Total 7000 · STATION 71 EXPENSES	11,793.64	16,501.00	-4,707.36	71.5%
8000 · STATION 67 EXPENSES				
8230 · Compliance Pike	1,090.54	800.00	290.54	136.3%
8300 · Small Equipment Pike	1,136.46	3,951.50	-2,815.04	28.8%
8301 · Equip. repair/maint. Pike	96.49	500.00	-403.51	19.3%
8350 · Fuel Pike	446.85	800.00	-353.15	55.9%
8630 · Vehicle Rep. & Maint. Pike				
8631 · 6700 Repairs & Maint.	86.21	0.00	86.21	100.0%
8632 · 6760 Repairs & Maint.	86.69	0.00	86.69	100.0%
8633 · 6765 Repairs & Maint.	0.00	0.00	0.00	0.0%
8635 · 6770 Repairs & Maint.	40.00	0.00	40.00	100.0%
8637 · 6780 Repairs & Maint.	0.00	0.00	0.00	0.0%
8639 · 6790 Repairs & Maint.	280.40	0.00	280.40	100.0%
8630 · Vehicle Rep. & Maint. Pike - Other	0.00	500.00	-500.00	0.0%
Total 8630 · Vehicle Rep. & Maint. Pike	493.30	500.00	-6.70	98.7%
8651 · Fixed Asset Expenditures Pike	2,500.00	2,500.00	0.00	100.0%
8660 · Supplies Pike	228.92	150.00	78.92	152.6%
8000 · STATION 67 EXPENSES - Other	0.00	0.00	0.00	0.0%
Total 8000 · STATION 67 EXPENSES	5,992.56	9,201.50	-3,208.94	65.1%
Total Expense	34,714.29	45,449.50	-10,735.21	76.4%
Net Ordinary Income	7,511.55	132.20	7,379.35	5,682.0%
Other Income/Expense				
Other Income				
9020.4 · Tax Revenue Street Lights	4,503.87	4,873.00	-369.13	92.4%
9030.4 · Donations Streetlight Fund	465.00	600.00	-135.00	77.5%

**Pliocene Ridge Community Services District
 Profit & Loss Budget vs. Actual YTD only
 July 1, 2014 through May 19, 2015**

	<u>Jul 1, '14 - Ma...</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Other Income	4,968.87	5,473.00	-504.13	90.8%
Other Expense				
9170.4 · PG&E Streetlights Alleghany	3,210.96	4,500.00	-1,289.04	71.4%
9171.4 · PG&E Streetlights Forest City	384.17	500.00	-115.83	76.8%
9172.4 · Streetlight Management	2.10	0.00	2.10	100.0%
9180.4 · County Management Fee SL	0.00	424.00	-424.00	0.0%
Total Other Expense	<u>3,597.23</u>	<u>5,424.00</u>	<u>-1,826.77</u>	<u>66.3%</u>
Net Other Income	1,371.64	49.00	1,322.64	2,799.3%
Net Income	<u><u>8,883.19</u></u>	<u><u>181.20</u></u>	<u><u>8,701.99</u></u>	<u><u>4,902.4%</u></u>