



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, September 18, 2013, 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 APPROVAL OF AGENDA

III PUBLIC COMMENT

IV INFORMATION/DISCUSSION ITEMS

- A. Correspondence: GSRMA Training flier; FCC Radio Station Authorization for Pike City, orig. to R. Bell Arbogast.
- B. Committee/Member/Business Reports:
 1. Station 71 Fire Chief Hale
 2. Station 67 Fire Chief
 3. Station 71 Auxiliary
 4. Station 67 Auxiliary
 5. Risk Manager Dan Guyer
 6. Board Member Reports:

V ACTION ITEMS

- A. Approval of Minutes of August 21, 2013 Regular Meeting
- B. Approval of Treasurer's Report dated August 31, 2013
- C. Approval of REVISED Treasurer's Report dated July 31, 2013
Debit Card Expenses Report
- C. Unfinished Business:
 1. Status of Crown truck sale: Jim Buckbee
 2. Treasurer's Contract
 3. FCC licensing status: Rae Bell Arbogast
- D. New Business
 1. Facilities Self Inspection: Risk Manager
 2. Accept fire truck, VIN #D80DVX48316
 3. LPIP (Loss Prevention Incentive Program) Program Changes: D. Guyer
 4. Appoint Risk Management Committee: (from June meeting)
 5. GSRMA Training, Oct. 24, 2013
 6. Final Payment from PCVFD on #6780
 7. Set Budget Committee Meeting Date

VI NEXT MEETING AGENDA ITEMS: Treasurer's contract, adopt 2013-14 budget

VII ANNOUNCEMENTS The next regular meeting of the PRCSD Board of Directors is scheduled for October 16, 2013, 6:30pm, Station 71 Alleghany.

Risk Management/Safety Committee Meeting: October 16, 2013, Station 71 Alleghany

VIII ADJOURNMENT



Pliocene Ridge Community Services District

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REGULAR MEETING Wednesday, September 18, 2013, Station 67 Pike City MINUTES

A quorum was established and the meeting called to order at 6:35PM by Pres. Wayne Babros. Board members present: M. Womack, W. Babros, D. Guyer, T. Buckbee, B. Coons; none absent. Also present: Co Chiefs Jim Buckbee and Tom Starr, Treasurer R. Arbogast, Sup. Adams. Absent: Chief Hale. Flag salute.

APPROVAL OF AGENDA Moved by B. Coons, seconded by T. Buckbee to approve the agenda. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

PUBLIC COMMENT: None.

INFORMATION/DISCUSSION ITEMS

Correspondence:

Committee/Member/Business Reports:

Station 71: New truck from Camptonville received. Jim to get address info. to Maris to send letter from PRCSD. Started installing light fixtures in station house. Preparing for ISO rating review. Bruce and Rae assisting

Station 67: Co-Chiefs Buckbee and Starr reported lights have been installed. Need 2 more fixtures in the bays and 3 more timer fixtures. Jim is working on framing out the office area. 6765 has a hole in the fuel line. Jim reported that Penn Valley fire district donated 30 sets of turnout gear, bags, shoes, helmets. Jim to get info to Maris for a thank you from PRCSD. Tom reported that we should receive approximately \$4,700 in compensation for the "Alleghany Fire" in Alaska Peak area.

Auxiliary 71: No report.

Auxiliary 67: GhouL Stew coming up on Oct. 26th and the annual Xmas Potluck on Dec. 14.

Risk Manager: Dan noted that the LPIP is coming up and he is looking forward to working with the chiefs to establish a plan to present to the board. There are a total of 120 possible points to be earned that reduce our premium. We must get 100 points to receive the ten percent discount.

Board Member Reports:

Streetlights: Bruce reports that he reported a light out and it has been fixed.

Defensive Driving Class: Maris reported that the class is to be scheduled for after fire season.

Training Certificates distributed.

ACTION ITEMS

Approval of Minutes: Moved by T. Buckbee, seconded by B. Coons to approve the minutes of Regular Meeting of August 21, 2013 as submitted. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Approval of Treasurer's Report: Moved by M. Womack, seconded by B. Coons to approve the Treasurer's Report of August 31, 2013. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Debit Card: Treasurer to issue check to recharge the Station 67 card.



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Revised

Treasurers Report cut off date: July 31, 2013

Beginning Checking Account Balance \$ 1,720.91

Deposits

Budget Line #	Date	From:	For:	Amount
	7/5	transfer from savings		\$ 5,000.00
Deposits Total				\$ 5,000.00

Expenditures

Budget Line #	Ck #	Date	To:	For:	Amount
	2191	7/5	AT&T		\$ 28.72
6172.2				Phone Alleghany	
6172.3				Phone Pike	
6180.1	2192	7/5	Golden State Risk Management	Insurance	\$ 4,404.00
8350	2193	7/5	Sierra County Public Works	Fuel Pike FEBRUARY	\$ 31.75
	2194		VOIDED		
	OL		PG&E		\$ 514.29
6170.2				PG&E Alleghany	\$ 50.09
6170.3				PG&E Pike	\$ 85.08
9171.4				Streetlights - Forest	\$ 41.12
9170.4				Streetlights - Alleghany	\$ 338.00
7637	2195	7/26	Reibes	Maint. 7180	\$ 81.53
	2196	7/26	AT&T		\$ 28.76
6172.2				Phone Alleghany	\$ 14.33
6172.3				Phone Pike	\$ 14.43
6275	2197	7/26	Maris Womack reimburse	lunch for training	\$ 42.06
Expenditures Total					\$ 5,131.11

Chief 67 Card	\$ 61.62
Chief 71 Card	\$ 200.00
Treasurer Card	\$ 101.97
	\$ 363.59

put \$898.03 on T. card for electrical parts, to be repaid with PG&E rebate

Ending Checking Account Balance	\$ 1,589.80
Starting Savings account balance	\$ 16,876.02
transfer to checking	\$ (5,000.00)
interest earned	
transfer to FUNDS	
Ending Savings Account Balance	\$ 11,876.02
Balance on Prepaid Cards & Debit Card Account	\$ 363.59
General Fund (accounts listed above) Total	\$ 13,829.41
Restricted Fund account Starting Balance	\$ 15,636.65
interest earned	
transfer to checking	
Fund account Ending Balance see budget sheet for detail	\$ 15,636.65
Total ALL FUNDS	\$ 29,466.06



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Treasurers Report cut off date: **August 31, 2013**

					Beginning Checking Account Balance	\$ 1,589.80
Deposits						
Account #	Date	From:	For:	Amount		
	8/7/13					\$ 7,423.96
1200		Sierra County	FY 12/13 Final check	\$ 5,972.93		
1004.1		CDF	FY 12/13 grant	\$ 1,451.03		
					Deposits Total	\$ 7,423.96
Expenditures						
Account #	Ck #	Date	To:	For:		
6174.2	2198	8/9	ACWD	Water Alleghany rest of year	\$	432.00
	2199	8/9	Sierra County Public Works		\$	206.34
8350				March Fuel Pike	\$	138.22
7350				March Fuel Alleghany	\$	68.12
6020	2200	8/9	AVFD	CDF Grant reimburse	\$	714.75
6020	2201	8/9	PCVFD	CDF Grant reimburse	\$	736.25
	OL	8/20	PG&E		\$	513.74
6170.2				PG&E Alleghany	\$	44.40
6170.3				PG&E Pike	\$	84.42
9171.4				Streetlights - Forest	\$	41.11
9170.4				Streetlights - Alleghany	\$	343.81
					Expenditures Total	\$ 2,603.08
					Ending Checking Account Balance	\$ 6,410.68
					Starting Savings account balance	\$ 11,876.02
					transfer from checking	
					interest earned	
					transfer to FUNDS	
					Ending Savings Account Balance	\$ 11,876.02
					Balance on Prepaid Cards & Debit Card Account	\$ 363.59
					General Fund (accounts listed above) Total	\$ 18,650.29
					Restricted Fund account Starting Balance	\$ 15,636.65
					interest earned	
					transfer to checking	
					Fund account Ending Balance see budget sheet for detail	\$ 15,636.65
					Total ALL FUNDS	\$ 34,286.94

Chief 67 Card	\$ 61.62
Chief 71 Card	\$ 200.00
Treasurer Card	\$ 101.97
	\$ 363.59

PRCSD Budget

PRCSD Budget		12-13 Actual	12-13 Adopted	
acc#	NAME			
INCOME	4020.1 Tax Revenue Fire	\$26,280.67	\$ 22,806.43	115%
	4030.1 Donations District			
	4030.2 Donations Alleghany	\$1,077.05	\$ 1,006.24	107%
	4030.3 Donations Pike	\$2,866.60	\$ 2,648.00	108%
	4040.1 Grants District	\$1,000.00	\$ 1,000.00	100%
	4040.2 Grants Alleghany	\$ 714.77	\$ 1,006.24	-291%
	4040.3 Grants Pike	\$ 736.26	\$ 1,006.24	-269%
	4060.2 Surplus Sales Alleghany			
	4060.3 Surplus Sales Pike			
	4070.2 Mutual Aid Alleghany			
	4070.3 Mutual Aid Pike	\$ 1,903.32	\$ 1,903.32	100%
	4082.0 Other Income	\$11.57		
	Revenue Total	34,590.24	\$ 31,376.47	110%
OVERHEAD EXPENSES	6170.2 Electricity Alleghany	\$736.73	\$ 800.00	92%
	6170.3 Electricity Pike	\$1,028.70	\$ 900.00	114%
	6172.2 Telephone Alleghany	\$226.78	\$ 185.00	123%
	6172.3 Telephone Pike	\$187.35	\$ 145.00	129%
	6174.2 Water Alleghany	\$441.00	\$ 396.00	111%
	6176.2 Propane Alleghany	\$908.68	\$ 700.00	130%
	6180.1 Insurance	\$8,113.00	\$ 9,423.00	86%
	6230.1 Compliance/Training			
	6250.1 postage/copies/office supplies	\$171.31	\$ 150.00	114%
	6265.1 County Mgmt Fee	\$2,539.65	\$ 2,780.00	91%
	6270.1 Bookkeeping	\$750.00	\$ 750.00	100%
	6273.1 Auditor Fee	\$ 5,693.95	\$ 5,500.00	104%
	6275.1 Board Development Fee			
	6280.2 Solid Waste Fee Alleghany	\$67.94	\$ 67.94	100%
	6280.3 Solid Waste Fee Pike	\$122.30	\$ 122.30	100%
	6295.2 Building Maint. Alleghany	\$15.00		
	6295.3 Building Maint. Pike	\$ 49.35	\$ 1,239.00	4%
	6301.1 Training Equipment			
6704.0 Other Expenses	23.00			
	Subtotal	\$21,074.74	\$ 23,158.24	91%
AVFD	7230 Op Compliance/Training	\$521.48	\$ 701.48	74%
	7296 Mutual Aid Payroll			
	7300 Small Equipment	\$2,802.69	\$ 2,012.47	139%
	7301 Equipment Repairs & Maint.	\$670.49	\$ 500.00	134%
	7350 Fuel	\$787.92	\$ 800.00	98%
	7630 Vehicle Repair & Maint.	\$654.39	\$ 1,000.00	65%
	7660 Supplies	\$ 144.00	\$ 200.00	72%
		Subtotal	\$5,580.97	\$ 5,213.95
PCVFD	8230 Op Compliance/Training	\$615.80	\$ 201.84	305%
	8296 Mutual Aid Payroll	\$ 712.01	\$ 718.00	99%
	8300 Small Equipment	\$2,361.24	\$ 2,468.99	96%
	8301 Equipment Repairs & Maint.		\$ 500.00	0%
	8350 Fuel	\$623.07	\$ 800.00	78%
	8630 Vehicle Repair & Maint.	\$368.05	\$ 1,000.00	76%
	8660 Supplies	\$ 38.71	\$ 200.00	19%
	Subtotal	\$4,718.88	\$ 5,888.83	78%

PRCSD Budget

		acc#	NAME	12-13 Actual	12-13 Adopted	
Lights		9020	Streetlight Tax Revenue	\$ 5,083.79	\$ 5,083.79	100%
		9030	Streetlight Donations			
			Streetlight Income Total	\$ 5,083.79	\$ 5,083.79	
		9170	Streetlight Expense Alleghany	\$ 3,733.83	\$ 3,900.00	96%
		9171	Streetlight Expense Forest	\$ 486.05	\$ 485.00	100%
			Streetlight Expense Total	\$ 4,219.88	\$ 4,385.00	
			Lights Net	\$863.91	\$ 698.79	123%
P & L			Total Expenses (without lights)	\$31,374.59	\$ 34,261.02	
			Lights addition or (subtraction)	\$863.91	\$ 698.79	
			Income Statement net change	\$4,079.56	\$ (2,185.76)	-187%
Fixed Assets		1350.2	Equipment Alleghany			
		1350.3	Equipment Pike			
		1370.2	Vehicles Alleghany			
		1370.3	Vehicles Pike			
			Fixed Assets Expenditures total			
Balance Sheet		1200.0	Accounts Receivable			
		2000.1	Accounts Payable	(\$1,655.68)	\$ (1,641.76)	
Funds			Details on Fund sheet			
			Fund Additions	(\$3,307.39)	\$ (3,201.99)	
			Fund Withdrawals	\$5,906.70	\$ 7,247.38	
			Net (moved to) or taken from funds	\$2,599.31	\$ 4,045.39	
NET CHANGE -CASH FLOW				\$5,023.19	\$ 217.87	
Surplus to Contingency Fund				(\$5,000.00)		
Fund Balances			Year ending	11/12	12/13	
			Contingency Fund	\$3,100.00	\$ 8,100.00	
			Audit Fund	\$3,950.00	\$ -	
			Streetlight Fund	\$1,760.92	\$ 2,218.13	
			PCVFD Building Fund	\$8,330.79	\$ 8,569.05	
			PCVFD Vehicle Fund	\$655.48	\$ 1,310.70	
			AVFD Building Fund	\$475.30	\$ 475.30	
			AVFD Vehicle Fund	\$416.82	\$ 416.82	
		Total Funds	\$18,689.31	\$ 21,090.00		

Calculation of County Management Fee- pro-rated for Streetlights.	
Gross Tax Income	\$ 31,364.46 (Total tax income for both fire and streetlights)
Gross Fee	\$ 2,539.65 County management fee charged to the district
Percent	8.1% Percentage of total income, apply to streetlight income only, for pro-rated charge to fund

Streetlight Income	\$ 5,083.79	tax revenue only	
Streetlight Expense	\$ 4,219.88		
Net	\$ 863.91	Fund addition for the fiscal year	
PORTION COUNTY FEE (TO BE PAID OUT)		406.70	\$5,083.79 @ 8%
Streetlight Fund	Starting Balance	1,760.92	Additions 863.91
	Withdrawals	(406.70)	End Balance 2,218.13
	Net gain (loss)		457.21

Gross Income Mutual Aid Pike	\$ 1,903.32		
Payroll expenses	\$ 712.01		
Net Mutual Aid Income	\$1,191.31		
Pike Building Fund 20%	Additions 238.26	Starting Balance 8,330.79	Withdrawals
			End Balance 8,569.05
Pike Vehicle Fund 55%	Additions 655.22	Starting Balance 665.48	Withdrawals
			End Balance 1,310.70
General Fund 25%	Additions 297.83	(not added to total below, doesn't "go" anywhere)	

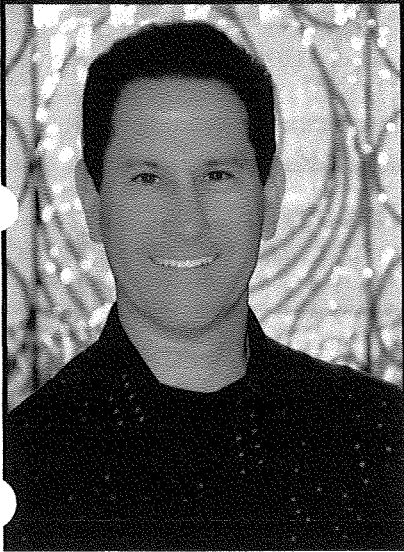
Gross Income Mutual Aid Allegheny			
Payroll expenses			
Net Mutual Aid Income	\$0.00		
Allegheny Building Fund 20%	Additions	Starting Balance 475.30	Withdrawals
			End Balance 475.30
Allegheny Vehicle Fund 55%	Additions	Starting Balance 416.82	Withdrawals
			End Balance 416.82
General Fund 25%		(not added to total below, doesn't "go" anywhere)	

Audit Fund	08-09 Budget addition	\$ 800.00
	09-10 Budget addition	\$ 800.00
	10-11 Budget Addition	\$ 800.00
	11-12 Budget Addition	\$ 1,550.00
	12-13 Budget Addition	\$ 1,550.00
	12-13 WITHDRAWAL	\$ (5,500.00)
	Year-end balance	0.00

TOTALS	Contingency addition not included below amount to general fund isn't added.
	Total Fund Additions for 12/13 FY \$ 8,307.39
	Total Fund Withdrawals for 12/13 FY \$ (5,906.70)
	NET CHANGE \$ 2,400.69

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
			\$ 8,100.00
			\$ 8,100.00
			\$ 8,100.00
			\$ 8,100.00

Orchestrating Attitude



Golden State Risk Management Authority is excited and proud to present the 9th Annual Training Conference. We will meet, once again, at Rolling Hills Casino, Thursday, October 24, in Corning CA.

This year we are thrilled to be able to present Lee J. Colan, Ph.D. co-founder of The L Group, Inc. Lee's cut-through-the-clutter thinking resonates with people living in an information-rich, time-poor world. He will share insights and facilitate activities around one of his more popular books, **Orchestrating Attitudes**. The topic of attitude can be conceptual and confusing. In fact, as we go through life we often hear phrases like: "keep your chin up" and "look on the bright side". Unfortunately, we seldom know

how to convert these soft sayings in to hard results. The great news is, even in the worst situations your attitude is something you can always control! Lee's practical models help leaders make quick sense of challenges like: executing plans, engaging their employees and controlling attitudes. Remember, thoughts turn into beliefs, words turn into commitments and actions become the results.

Please join us to hear how to translate the incomprehensible into the actionable. Lee will deliver inspiration and application so you can orchestrate your Attitude....and your success. Learn more about Lee at www.theLgroup.com

Please Join us and sign up now for this information-packed, motivating, and memorable program !

"Your attitude reflects your past, describes your present, and predicts your future"

To register, visit www.gsrma.org and go to the Events Tab or return the completed form on the reverse side



W: Conference Registration Reminder

Jennifer Peters <jpeters@gsrma.org>

Thu, Aug 29, 2013 at 10:58 AM

Good Morning All,

This is just a friendly reminder. If you have not registered, Golden State Risk Management Authority's Annual Training Conference is fast approaching. Attached is a flyer and registration form.

Our conference will be held on Thursday, October 24 at Rolling Hills Casino. This year we have an exciting speaker, Lee J. Colan, Ph.D. Lee will be sharing his insights and facilitate activities around one of his most popular books, **Orchestrating Attitudes**.

Please register no later than October 18th. To register, you may complete the attached registration form and return it to us, or you can register online at our website at:

<http://www.gsrma.org/nav/events/>. We would love to see you there, everyone is welcome.

We hope to see you there.

Thanks,

Jennifer Peters

Loss Prevention Specialist

Golden State Risk Management Authority

247 W. Sycamore Street, P. O. Box 706

Willows, CA 95988

(530) 934-5633 - Phone

(530) 934-8133 - Fax

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