



## 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 19, 2012, 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: 9/5/12 D&B Profile update request; 8/9/12 Sierra Co. Biannual Conflict of Interest review; From Van Maddox re distribution of taxes, copies to Board;
- B. Committee/Member/Business Reports:
  1. Station 71 Fire Chief:
  2. Station 67 Fire Chief
  3. Station 71 Auxiliary:
  4. Station 67 Auxiliary: Reports Due: 199 N E5
  5. Risk Manager: Dan Guyer
  6. Board Member Reports  
Mandatory Training: Tosha Buckbee, AB1234 Ethics; Tom Starr, AB1234 Ethics.

#### V ACTION ITEMS

- A. Approval of Minutes July 19, 2012 Regular Meeting
- B. Approval of Treasurer's Report dated July 30, 2012  
Approval of Treasurer's Report dated August 31, 2012  
Approval of Revised Donations/Gifts in 2012 List  
Approval of \$1800 Contingency Fund setup  
Approval of Budget Adjustments if any  
Status of banking accounts
- C. Unfinished Business:
  1. Appoint Risk Management Safety Committee
  2. Status of Crown truck sales
- D. New Business
  1. Appointment of Pike City Fire Chief
  2. Update fire dept. Standard Operating Procedures Manual
  3. Approval of Preliminary Budget
  4. Biannual Review of Conflict of Interest Policy 0005
  5. Annual GSRMA Conference Oct. 25, 2012

VI **NEXT MEETING AGENDA ITEMS:** Budget Committee report, EOJ Budget Adjustments, Final Budget, Physical Inventory, Facility Self Safety Inspections, status of audit, Financial Transaction Report, Qtrly Backup, consider canceling December meeting.

VII **ANNOUNCEMENTS:** The next regular meeting of the PRCSD Board of Directors is scheduled for October 17, 2012, 6:30pm, Station 71, Alleghany.

#### VIII ADJOURNMENT



## Pliocene Ridge Community Services District

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100 Pike City Road, Pike City, CA 95960

### Regular Meeting Wednesday, September 19, 2012, 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: W. Babros, T. Buckbee, D. Guyer, M. Womack, L. Vieira. Also present: Chief Hall, Co Chiefs Buckbee & Starr. Supervisor Adams was not present. Flag salute.

**APPROVAL OF AGENDA** Moved by L. Vieira, seconded by D. Guyer to approve the agenda. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

**PUBLIC COMMENT** None.

#### **INFORMATION/DISCUSSION ITEMS**

***Correspondence:*** 07/25/12 Distribution of Taxes Memo from Sierra Co. Auditor; 09/05/12 request for profile check from D & B. Secty responded and was advised that current information met requirements for a govt./municipal/public agency; 09/13/12 Res.12-0046 re: designation of signatory on PRCSD documents *resent* to CALFIRE.

#### ***Committee/Member/Business Reports:***

***Station 71:*** Chief Hale reviewed vehicle status: 7100 working but needs front end check and radio charge; 7150 ok; 7180 in good condition; 7140 work ongoing; 7145 back in service. Re type II engine(wildland), Mark Jokerst has input to the disposition of a 1972-74 unit that would be available at no cost. He will keep Bob posted. Bob noted: Alleghany fire extinguishers recertified in August, no grants working at this time, checking radios for narrow band compatibility; replaced battery and Charger for repeater. Contacted PGE about their dumping of cut trees which poses a fire danger and they have handled. SBA bottle to be recertified. The AVFD will be in service for Joe Hauck's memorial on Sun., 9/30/12 at the Nevada City Elks Lodge. In Joe's honor, AVFD will retire his number "7106." Bob also shared that per the family's wishes, donations can be made to AVFD in Joe's memory.

***Station 67:*** Co-chiefs Buckbee & Starr report no word yet on pending grant; had to purchase a tire for 6790, had trouble finding a retread, found a tire at Wilsey's for \$100. Wayne DeLisle is off the rooster as a result of health issues and will not be able to return to duty. A resolution will be drafted by the PRCSD and presented to Wayne at the Pike City VFD Xmas Party.

***Auxiliary 71:*** Chief Hale noted there is nothing to report at this time

***Auxiliary 67:*** Carol Wenger noted that the Flea Market did not do well. The plans for the Ghoul Stew have changed from a fundraiser to a potluck and white elephant bingo on Sat., Oct. 27 at the firehouse. Kyle is taking over Treasurer duties and she or Pat will send copies of reports to Maris for district records. Maris noted she has received the reports.

***Risk Manager:*** The next Safety Committee meeting will be on Wed., Oct. 17, 6pm at Station 71.

#### ***Board Member Reports:***

***Mandated Board Training:*** Tosha Buckbee and Tom Starr completed AB1234. Certificate copies to be forwarded to the Sierra County Clerk's office.

**Board Member Reports: (continued)**

**Streetlights:** Pres. Babros reported 4 lights in Alleghany, 1 light in Forest City are out and have been reported and paperwork processed with PGE.

**Station 67 front door:** Co Chief Buckbee reported he does not have information re use of solid double doors at the firehouse. Bill Adasiewicz was working on getting materials for repair.

**ACTION ITEMS**

**Approval of Minutes:** Moved L. Vieira, seconded by T. Buckbee to approve the minutes of July 19, 2012 as submitted. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

**Treasurer's Report:**

Approve Treasurer's report of July 30, 2012: Moved by M. Womack, seconded by L. Vieira **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Approve Treasurer's report of August 31, 2012: Moved by M. Womack, seconded by T. Buckbee. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Approve Revised List of Donations: Moved by M. Womack, seconded by L. Vieira. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Approve ~~creating~~ \$1,800.00 Contingency Fund: Moved by M. Womack, seconded <sup>mw</sup> by L. Vieira. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Approve Budget Adjustments: Discussion re need. Rae to follow up at next meeting.

Status of credit card(s): The board needs to approve a resolution with a letter containing TWO board signatures authorizing issuing cards. Following discussion it was moved by L. Vieira, seconded by D. Guyer to authorize two prepaid cards in the amount of \$200 ea., one for each dept. chief to replace petty cash and a CREDIT card to be issued to the treasurer for emergencies. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

New Account numbers: Rae noted that the numbers have been realigned to improve the flow of the budget and make it easier to review.

Audit Status: Audit is in progress. No timeline to report, but the Financial Transactions Report is due to the state Sept. 30<sup>th</sup> and is also being done by the auditor.

**UNFINISHED BUSINESS**

**Risk Management Safety Committee:** Next meeting Oct. 17, 2012, 6pm, Station 71.

**Status of Crown truck sale:** No new information.

**NEW BUSINESS**

**Appointment of Pike City Fire Chief:** No action taken.

**Update fire depts. Standard Operating Procedures Manual:** Move to October.

**Preliminary Budget already approved.** Budget committee meeting scheduled for Tues., Oct. 9<sup>th</sup> at 4pm at the Mine Office in Alleghany. Rae will send data to be reviewed before the meeting.

**Biannual Review of Conflict of Interest Policy 0005.** Moved by D. Guyer seconded by L. Vieira to advise the Sierra County's Clerk's Office, that per the mandate we have reviewed Policy 0005 and have no revisions to make. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

**Annual GSRMA Conference Oct. 25, 2012.** The secretary polled the board and no one was able to participate this year. She will inform the GSRMA office.

**NEXT MEETING AGENDA ITEMS** Final budget, Inventory, Debit Card, Resolution of Appreciation Wayne DeLisle, Cancel December meeting, audit status, 2013 meeting schedule, election of officers, appointment of standing committees.

**ANNOUNCEMENTS**

**ADJOURNMENT** Moved by D. Guyer, seconded by L. Vieira and passed unanimously to adjourn the meeting. So ordered by President Babros at 7:50pm.

Respectfully submitted,

Maris Womack  
Secretary

Minutes adopted 10-17-12  
~~minutes~~ changed Date MW  
Initial



## Pliocene Ridge Community Services District

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Pike City, CA 95960

Treasurers Report cut off date: July 30, 2012

					Beginning Checking Account Balance	\$ 5,039.68
<b>Deposits</b>						
Budget Line #	Date	From:	For:	Amount		
	7/3	transfer from SAVINGS		\$	6,000.00	
	7/25	Sierra County Auditor	remainder of FY11/12 tax revenue	\$	969.77	
					<b>Deposits Total</b>	<b>\$ 6,969.77</b>
<b>Expenditures</b>						
Budget Line #	Ck #	Date	To:	For:	Amount	
6250	2119	7/3	Maris Womack	Postage reimbursement	\$	5.75
6180.1	2120	7/3	GRSMA	Annual Insurance premium	\$	9,423.00
6174.3	2121	7/16	ACWD	Water station 71 for whole year	\$	396.00
8660	2122	7/16	Riebes	Cool Fill	\$	27.03
	2123	7/16	AT&T		\$	33.96
6172.2				Phone Allegheny	\$	19.76
6172.3				Phone Pike	\$	14.20
7350	2124	7/16	Sierra County Public Works	Fuel Allegheny LAST YEAR	\$	74.58
	OL	7/17	PG&E		\$	509.26
6170.2				PG&E Allegheny	\$	48.53
6170.3				PG&E Pike	\$	93.10
9171.4				Streelights - Forest	\$	40.34
9170.4				Streelights - Allegheny	\$	327.29
8300	671	7/19	Jim Buckbee reimburse	Refrigerator	\$	429.49
	2125	7/27	Sierra County Public Works		\$	115.97
7350				Fuel Allegheny	\$	39.25
8350				Fuel Pike	\$	76.72
	2127	7/27	AT&T		\$	34.25
6170.2				Phone Allegheny	\$	20.00
6170.3				Phone Pike	\$	14.25
8630	2126	7/27	Reibes Auto	6760 repairs & maint.	\$	98.48
2100	EFT	7/27	EDD	State payroll taxes	\$	44.34
					<b>Expenditures Total</b>	<b>\$ 11,192.11</b>
					<b>Ending Checking Account Balance</b>	<b>\$ 817.34</b>
					<b>Starting Savings account balance</b>	<b>\$ 19,342.80</b>
					transfer to checking	\$ (6,000.00)
					interest earned	
					transfer to FUNDS	
					<b>Ending Savings Account Balance</b>	<b>\$ 13,342.80</b>
					<b>Total Checking &amp; Savings (general fund)</b>	<b>\$ 14,160.14</b>
					<b>Fund account Starting Balance</b>	<b>\$ 14,590.76</b>
					interest earned	
					transfer to checking	
					<b>Fund account Ending Balance see budget sheet for detail</b>	<b>\$ 14,590.76</b>
					<b>Total ALL FUNDS</b>	<b>\$ 28,750.90</b>

Over →



From	Amount	For
AVFD & Residents	\$ 680.95	Door opener for Station 2
Alleghany/Forest residents	\$ 100.00	Streetlight fund
PCVFD	\$ 1,683.52	truck payment
PCVFD	\$ 750.00	vehicle repairs
Rayette Ringle and Zac Kostik	\$ 375.00	Flat Screen TV

**Pliocene Ridge Community Services District**  
**Profit & Loss**  
 July 2011 through June 2012

	Jul '11 - Jun 12
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4020.1 · Tax Revenue Fire	22,921.22
4020.4 · Tax Revenue Street Lights-old	4,969.00
4030.2 · Donations Alleghany	680.95
4030.3 · Donations Pike	5,932.22
4030.4 · Donations Streetlight Fund-old	100.00
4040.1 · Grants District	921.80
4040.3 · Grants Pike	3,123.70
4071.2 · Mutual Aid Income- Alleghany	333.96
4071.3 · Mutual Aid Income- Pike	1,390.12
<b>Total Income</b>	<b>40,372.97</b>
<b>Expense</b>	
6170.1 · PG&E	
6170.2 · PG&E Alleghany	701.13
6170.3 · PG&E Pike	891.72
<b>Total 6170.1 · PG&amp;E</b>	<b>1,592.85</b>
6170.4 · PG&E Streetlights Alleghany-old	3,878.29
6171.4 · PG&E Streetlights FC-old	481.59
6172.1 · Telephone	
6172.2 · Telephone Alleghany	181.23
6172.3 · Telephone Pike	142.47
<b>Total 6172.1 · Telephone</b>	<b>323.70</b>
6174.1 · Water	396.00
6176.1 · Propane	
6176.2 · Propane Alleghany	527.39
<b>Total 6176.1 · Propane</b>	<b>527.39</b>
6180.1 · Insurance	9,237.90
6235.1 · Bank Charges	30.00
6250.1 · Postage, copies & office supply	97.00
6265.1 · County Administration Fee	2,780.02
6270.1 · Bookkeeping	730.00
6275.1 · Board Development	113.22
6280.1 · Property Assessments	
6280.2 · Solid Waste Fee Alleghany	407.70
6280.3 · Solid Waste Fee Pike	312.56
<b>Total 6280.1 · Property Assessments</b>	<b>720.26</b>
6295.1 · Building Repairs & Maint.	
6295.2 · Building Rep & Maint Alleghany	680.95
<b>Total 6295.1 · Building Repairs &amp; Maint.</b>	<b>680.95</b>
6296.1 · Payroll Expense- Mutual Aide	
6296.2 · Payroll Expense Alleghany	156.15
6296.3 · Payroll Expense Pike	732.54
6296.1 · Payroll Expense- Mutual Aide - Other	0.01
<b>Total 6296.1 · Payroll Expense- Mutual Aide</b>	<b>888.70</b>
7230 · Compliance Alleghany	708.05
7300 · Small Equipment Alleghany	675.32
7350 · Fuel Alleghany	726.45
7630 · Vehicle Rep. & Maint. Alleghany	
7632 · 7100 Repair & Maint.	827.10
7633 · 7145 Repairs & Maint.	8.91
7635 · 7150 Repairs & Maint.	214.27
<b>Total 7630 · Vehicle Rep. &amp; Maint. Alleghany</b>	<b>1,050.28</b>
7660 · Supplies Alleghany	443.63
8230 · Compliance Pike	391.28
8300 · Small Equipment Pike	6,852.79
8350 · Fuel Pike	509.10



4:13 PM  
09/08/12  
Accrual Basis

**Pliocene Ridge Community Services District**  
**Profit & Loss**  
**July 2011 through June 2012**

	<u>Jul '11 - Jun 12</u>
<b>8630 · Vehicle Rep. &amp; Maint. Pike</b>	
8631 · 6700 Repairs & Maint.	119.17
8633 · 6765 Repairs & Maint.	86.83
8637 · 6780 Repairs & Maint.	2,092.80
8639 · 6790 Repairs & Maint.	87.40
8630 · Vehicle Rep. & Maint. Pike - Other	283.97
<b>Total 8630 · Vehicle Rep. &amp; Maint. Pike</b>	<u>2,670.17</u>
<b>8660 · Supplies Pike</b>	80.00
<b>Total Expense</b>	<u>36,584.94</u>
<b>Net Ordinary Income</b>	3,788.03
<b>Other Income/Expense</b>	
<b>Other Income</b>	
7010.1 · Interest Income-old	16.85
7030.1 · Other Income-old	113.22
<b>Total Other Income</b>	<u>130.07</u>
<b>Other Expense</b>	
8020.1 · Transition posting/suspense-old	0.00
<b>Total Other Expense</b>	<u>0.00</u>
<b>Net Other Income</b>	<u>130.07</u>
<b>Net Income</b>	<u><u>3,918.10</u></u>

9/19/12

Meeting Date 7/18/2012

Pliocene Ridge CSD - Preliminary Budget - Fiscal Year 2012/2013		
	11/12	12/13
	Budget	Preliminary
4202.1 Tax Revenue Fire	\$ 23,161.00	\$ 23,161.00
4030.1 Donations District		
4030.2 Donations Allegheny		
4030.3 Donations Pike	\$ 3,007.92	\$ 1,683.52
4040.1 Grants District	\$ 1,000.00	\$ 1,000.00
4040.2 Grants Allegheny		
4040.3 Grants Pike	\$ 1,324.40	
4060.2 Surplus Sales Allegheny		
4060.3 Surplus Sales Pike		
4070.2 Mutual Aid Allegheny		
4070.3 Mutual Aid Pike		
<b>Revenue Total</b>	<b>\$ 28,493.32</b>	<b>\$ 25,844.52</b>
<b>INCOME</b>		
6170.2 Electricity Allegheny	\$ 900.00	\$ 900.00
6170.3 Electricity Pike	\$ 1,000.00	\$ 1,000.00
6172.2 Telephone Allegheny	\$ 220.00	\$ 220.00
6172.3 Telephone Pike	\$ 180.00	\$ 180.00
6174.2 Water Allegheny	\$ 396.00	\$ 396.00
6176.2 Propane Allegheny	\$ 800.00	\$ 800.00
6180.1 Insurance	\$ 9,237.90	\$ 9,237.90
6230.1 Compliance/Training	\$ 100.00	\$ 100.00
6250.1 postage/copies/office supplies	\$ 200.00	\$ 200.00
6265.1 County Mgmt Fee	\$ 3,000.00	\$ 3,000.00
6270.1 Bookkeeping	\$ 750.00	\$ 750.00
6273.1 Auditor Fee	\$ 800.00	\$ 1,600.00
6275.1 Board Development Fee		
6280.2 Solid Waste Fee Allegheny	\$ 408.00	\$ 123.00
6280.3 Solid Waste Fee Pike	\$ 313.00	\$ 68.00
6295.2 Building Maint. Allegheny		
6295.3 Building Maint. Pike		
6301.1 Training Equipment		
<b>Subtotal</b>	<b>\$ 18,304.90</b>	<b>\$ 18,574.90</b>
<b>OVERHEAD EXPENSES</b>		
7230 Op Compliance/Training	\$ 500.00	\$ 500.00
7296 Mutual Aid Payroll		
7300 Small Equipment	\$ 500.00	\$ 500.00
7301 Equipment Repairs & Maint	\$ 300.00	\$ 300.00
7350 Fuel	\$ 500.00	\$ 500.00
7630 Vehicle Repair & Maint	\$ 1,500.00	\$ 500.00
7660 Supplies	\$ 600.00	\$ 600.00
<b>Subtotal</b>	<b>\$ 3,900.00</b>	<b>\$ 2,900.00</b>
<b>AVFD</b>		

NOTES FOR CHANGES  
 Streetlights moved to their own section for both income & expense  
 this changed to reflect truck payment only.  
 took CDF grant off for now.

increased to \$1,600  
 decreased to \$123  
 decreased to \$68

this has been changed eliminating previous year's contingency fund addition.

Revised  
 Preliminary

over →

9/19/12

Meeting Date 7/4/2012

Pliocene Ridge CSD - Preliminary Budget - Fiscal Year 2012/2013

PCVFD	8230 Op Compliance/Training	\$ 500.00	\$ 500.00	
	8296 Mutual Aid Payroll			
	8300 Small Equipment	\$ 3,148.80	\$ 500.00	took CDF grant from previous year off of here.
	8301 Equipment Repairs & Maint.	\$ 300.00	\$ 300.00	
	8350 Fuel	\$ 1,000.00	\$ 1,000.00	
	8630 Vehicle Repair & Maint.	\$ 1,500.00	\$ 500.00	this has been changed eliminating previous year's contingency fund addition.
	8660 Supplies	\$ 100.00	\$ 100.00	
	<b>Subtotal</b>	<b>\$ 6,548.80</b>	<b>\$ 2,900.00</b>	
Lights	9020 Tax Revenue Streetlights	\$ 4,969.00	\$ 4,969.00	
	9030 Donations Streetlights	\$ 120.00	\$ 120.00	
	9170 Streetlight Expense Allegheny	\$ 3,960.00	\$ 3,960.00	
	9171 Streetlight Expense Forest	\$ 492.00	\$ 492.00	
	<b>Net income (expense) Lights</b>	<b>\$ 637.00</b>	<b>\$ 637.00</b>	
P & L	<b>Total Income Statement Expenses</b>	<b>\$ 28,116.70</b>	<b>\$ 23,737.90</b>	
	<b>Income Statement net change</b>	<b>\$ 376.62</b>	<b>\$ 2,106.62</b>	
Fixed Assets	1350.2 Equipment Allegheny			
	1350.3 Equipment Pike			
	1370.2 Vehicles Allegheny			
	1370.3 Vehicles Pike			
	<b>Fixed Assets Expenditures total</b>	<b>\$ -</b>	<b>\$ -</b>	
Balance Sheet	1200 Accounts Receivable			
	2000.1 Accounts Payable	\$ (1,683.52)	\$ (1,683.52)	
Funds	<b>Details on Fund sheet</b>			
	Fund Additions	\$ (637.00)		Funds not updated yet.
	Fund Withdrawals	\$ 2,497.00		
	<b>(to) or taken from funds</b>	<b>\$ 1,860.00</b>	<b>\$ -</b>	
	<b>NET CHANGE -CASH FLOW</b>	<b>\$ 553.10</b>	<b>\$ 423.10</b>	
	<b>Surplus to Contingency Fund</b>	<b>\$ 500.00</b>		
Fund Balances	<b>10/1/1 Year-end</b>	<b>Year-end proj.</b>	<b>Year-end proj.</b>	
	Contingency Fund	\$ (1,500.00)		See FUND sheet for details (two exceptions listed below). Contingency fund addition listed separately (above) for budget purposes.
	Audit Fund	\$ 800.00		Audit fund addition is listed under Overhead Expenses. move to fund at year-end.
	Streetlight Fund	\$ 1,668.70		<b>FUND SHEET WILL BE UPDATED WITH BUDGET WHEN HARD NUMBERS COME IN FOR BOTH LAST YEAR (FINAL) AND THIS YEAR.</b>
	PCVFD Building Fund	\$ 8,199.27		
	PCVFD Vehicle Fund	\$ 293.81		
	AVFD Building Fund	\$ 439.74		
	AVFD Vehicle Fund	\$ 319.02		
	<b>Total Funds</b>	<b>\$ 10,220.54</b>	<b>\$ -</b>	

Revised  
Primary

Piliocene Ridge CSD - Budget - Fiscal Year 2011/2012

	11/12 Adj. Budget	11/12 YTD Actual
<b>INCOME</b>		
4020.1 Tax Revenue Fire	\$ 23,161.00	\$ 22,921.22
4020.4 Tax Revenue Streetlights	\$ 4,969.00	\$ 4,969.00
4030.1 Donations District		
4030.2 Donations Allegheny	\$ 680.95	\$ 680.95
4030.3 Donations Pike	\$ 5,557.22	\$ 5,932.22
4030.4 Donations Streetlights	\$ 120.00	\$ 100.00
4040.1 Grants District	\$ 921.80	\$ 921.80
4040.2 Grants Allegheny		
4040.3 Grants Pike	\$ 3,123.90	\$ 3,123.70
4060.2 Surplus Sales Allegheny		
4060.3 Surplus Sales Pike	\$ 333.96	\$ 333.96
4070.2 Mutual Aid Allegheny	\$ 1,390.12	\$ 1,390.12
4070.3 Mutual Aid Pike	\$ 126.12	\$ 130.07
7030.1 Other Income		
<b>Revenue Total</b>	<b>\$ 40,384.07</b>	<b>\$ 40,503.04</b>
<b>OVERHEAD EXPENSES</b>		
6170.2 Electricity Allegheny	\$ 702.00	\$ 701.13
6170.3 Electricity Pike	\$ 892.00	\$ 891.72
6172.2 Telephone Allegheny	\$ 182.00	\$ 181.23
6172.3 Telephone Pike	\$ 143.00	\$ 142.47
6174.2 Water Allegheny	\$ 396.00	\$ 396.00
6176.2 Propane Allegheny	\$ 530.00	\$ 527.39
6180.1 Insurance	\$ 9,237.90	\$ 9,237.90
6230.1 Compliance/Training	\$ 100.00	
6250.1 postage/copies/office supplies	\$ 100.00	\$ 97.00
6235.1 Bank charges	\$ 30.00	\$ 30.00
6265.1 County Mgmt Fee	\$ 3,000.00	\$ 2,780.02
6270.1 Bookkeeping	\$ 750.00	\$ 730.00
6273.1 Auditor Fee	\$ 1,550.00	
6275.1 Board Development Fee	\$ 114.00	\$ 113.22
6280.2 Solid Waste Fee Allegheny	\$ 408.00	\$ 407.70
6280.3 Solid Waste Fee Pike	\$ 313.00	\$ 312.56
6295.2 Building Maint. Allegheny	\$ 680.95	\$ 680.95
6295.3 Building Maint. Pike		
6301.1 Training Equipment		
Other Expenses		
<b>Subtotal</b>	<b>\$ 19,128.85</b>	<b>\$ 17,229.29</b>
<b>AVFD</b>		
6230.2 Op Compliance/Training	\$ 709.00	\$ 708.05
6296.2 Mutual Aid Payroll	\$ 156.15	\$ 156.15
6300.2 Small Equipment	\$ 700.00	\$ 675.32
6301.2 Equipment Repairs & Maint.	\$ 100.00	
6350.2 Fuel	\$ 600.00	\$ 726.45
6630.2 Vehicle Repair & Maint.	\$ 1,100.00	\$ 1,050.28
6660.2 Supplies	\$ 450.00	\$ 443.63
<b>Subtotal</b>	<b>\$ 3,815.15</b>	<b>\$ 3,759.88</b>

This goes into the Audit Fund at year-end

Over →

	11/12 Adj. Budget	11/12 YTD Actual
6230.3 OP Compliance/Training	\$ 400.00	\$ 391.28
6296.3 Mutual Aid Payroll	\$ 732.54	\$ 732.54
6300.3 Small Equipment	\$ 6,477.79	\$ 6,852.79
6301.3 Equipment Repairs & Maint.	\$ 100.00	\$ 509.10
6350.3 Fuel	\$ 1,000.00	\$ 2,670.17
6630.3 Vehicle Repair & Maint.	\$ 2,700.00	\$ 80.00
6660.3 Supplies	\$ 100.00	\$ 11,235.88
<b>Subtotal</b>	<b>\$ 11,510.33</b>	<b>\$ 11,235.88</b>

Lights	11/12 Adj. Budget	11/12 YTD Actual
6170.4 Streetlight Expense Allegheny	\$ 3,878.29	\$ 3,878.29
6171.4 Streetlight Expense Forest	\$ 481.59	\$ 481.59
<b>Lights Total</b>	<b>\$ 4,359.88</b>	<b>\$ 4,359.88</b>

P & L	11/12 Adj. Budget	11/12 YTD Actual
<b>Total Income Statement Expenses</b>	<b>\$ 38,814.21</b>	<b>\$ 36,584.93</b>
<b>Income Statement net change</b>	<b>\$ 1,569.66</b>	<b>\$ 3,918.11</b>
		<b>0.01</b>

Fixed Assets	11/12 Adj. Budget	11/12 YTD Actual
1350.2 Equipment Allegheny		
1350.3 Equipment Pike		
1370.2 Vehicles Allegheny		
1370.3 Vehicles Pike		
<b>Fixed Assets Expenditures total</b>	<b>\$ -</b>	<b>\$ -</b>

Balance Sheet	11/12 Adj. Budget	11/12 YTD Actual
1200.0 Accounts Receivable		
2000.1 Accounts Payable	\$ (1,683.52)	\$ (1,683.52)
		Truck Payment 6780 (see donations Pike under Income)

Funds	11/12 Adj. Budget	11/12 YTD Actual
<b>Details on Fund sheet</b>		
Fund Additions	\$ (1,355.66)	\$ (2,905.66)
Fund Withdrawals	\$ 2,497.00	\$ 2,496.90
<b>Net (moved to) or taken from funds</b>	<b>\$ 1,141.34</b>	<b>\$ (408.76)</b>

NET CHANGE - CASH FLOW	11/12 Adj. Budget	11/12 YTD Actual
	\$ 1,027.68	\$ 1,825.83

Fund Balances	10/11 Year-end	10/12 year-end
Contingency Fund	\$ 3,300.00	\$ 1,300.00
Audit Fund	\$ 2,400.00	\$ 3,950.00
Streetlight Fund	\$ 1,528.74	\$ 1,760.92
PCVFD Building Fund	\$ 8,199.27	\$ 8,330.79
PCVFD Vehicle Fund	\$ 293.81	\$ 655.48
AVFD Building Fund	\$ 439.74	\$ 475.30
AVFD Vehicle Fund	\$ 319.02	\$ 416.82
Interest earned		
<b>Total Funds</b>	<b>\$ 16,480.58</b>	<b>\$ 16,889.31</b>

See FUND sheet for details  
Contingency fund addition listed separately (above) for budget purposes.

Calculation of County Management Fee- pro-rated for Streetlights	
Gross Tax Income	\$ 27,890.22 (Total tax income for both fire and streetlights)
Gross Fee	\$ 2,780.02 County management fee charged to the district
Percent	10.0% Percentage of total income, apply to streetlight income only, for pro-rated charge to fund

Streetlight Income	\$ 5,089.00	\$4,969 taxes + \$120 Donations			
Streetlight Expense	\$ 4,359.88				
Net	\$ 729.12	Fund addition for the fiscal year			
PORION COUNTY FEE	496.90	\$4,969 @ 10 %			
Streetlight Fund	Starting Balance	Additions	Withdrawals	End Balance	Net gain (loss)
	\$ 1,528.70	\$ 729.12	\$ (496.90)	\$ 1,760.92	232.22

NO CHANGE

Gross Income Mutual Aid Pike	\$ 1,390.12				
Payroll expenses	\$ 732.54				
Net Mutual Aid Income	\$ 657.58				
Pike Building Fund 37.5%	Starting Balance	246.59	8,199.27	End Balance	8,445.86
Pike Vehicle Fund 37.5%	Starting Balance	246.59	293.81	End Balance	540.40
General Fund 25%	Starting Balance	164.40		End Balance	

NO CHANGE

Gross Income Mutual Aid Allgny.	\$ 333.96				
Payroll expenses	\$ 156.15				
Net Mutual Aid Income	\$ 177.81				
Allgny. Building Fund 37.5%	Starting Balance	66.68	439.74	End Balance	506.42
Allgny. Vehicle Fund 37.5%	Starting Balance	66.68	319.02	End Balance	385.70
General Fund 25%	Starting Balance	44.45		End Balance	

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			
Year-end balance		\$ 3,950.00			

Contingency addition not included below.	
Total Fund Additions for 11/12 FY	\$ 2,905.66
Total Fund Withdrawals for 11/12 FY	\$ (2,496.90)
NET CHANGE	\$ 408.76

Contingency Fund	Year	Addition	Withdrawal	Balance
	10/11	\$ 3,300.00		\$ 3,300.00
	11/12		\$ 2,000.00	\$ 1,300.00
				\$ 1,300.00
				\$ 1,300.00



Pliocene Ridge CSD - Budget - Fiscal Year 2011/2012

	11/12	11/12
	Adj. Budget	YTD Actual
4020.1 Tax Revenue Fire	\$ 23,161.00	\$ 22,921.22
4020.4 Tax Revenue Streetlights	\$ 4,969.00	\$ 4,969.00
4030.1 Donations District		
4030.2 Donations Allegheny	\$ 680.95	\$ 680.95
4030.3 Donations Pike	\$ 5,557.22	\$ 5,932.22
4030.4 Donations Streetlights	\$ 120.00	\$ 100.00
4040.1 Grants District	\$ 921.80	\$ 921.80
4040.2 Grants Allegheny		
4040.3 Grants Pike	\$ 3,123.90	\$ 3,123.70
4060.2 Surplus Sales Allegheny		
4060.3 Surplus Sales Pike	\$ 333.96	\$ 333.96
4070.2 Mutual Aid Allegheny	\$ 1,390.12	\$ 1,390.12
4070.3 Mutual Aid Pike	\$ 126.12	\$ 130.07
7030.1 Other income	\$	\$
<b>Revenue Total</b>	<b>\$ 40,384.07</b>	<b>\$ 40,503.04</b>
<b>INCOME</b>		
6170.2 Electricity Allegheny	\$ 702.00	\$ 701.13
6170.3 Electricity Pike	\$ 892.00	\$ 891.72
6172.2 Telephone Allegheny	\$ 182.00	\$ 181.23
6172.3 Telephone Pike	\$ 143.00	\$ 142.47
6174.2 Water Allegheny	\$ 396.00	\$ 396.00
6176.2 Propane Allegheny	\$ 530.00	\$ 527.39
6180.1 Insurance	\$ 9,237.90	\$ 9,237.90
6230.1 Compliance/Training	\$ 100.00	
6250.1 postage/copies/office supplies	\$ 100.00	\$ 97.00
6235.1 Bank charges	\$ 30.00	\$ 30.00
6265.1 County Mgmt Fee	\$ 3,000.00	\$ 2,780.02
6270.1 Bookkeeping	\$ 750.00	\$ 730.00
6273.1 Auditor Fee	\$ 1,550.00	
6275.1 Board Development Fee	\$ 114.00	\$ 113.22
6280.2 Solid Waste Fee Allegheny	\$ 408.00	\$ 407.70
6280.3 Solid Waste Fee Pike	\$ 313.00	\$ 312.56
6295.2 Building Maint. Allegheny	\$	\$
6295.3 Building Maint. Pike	\$ 680.95	\$ 680.95
6301.1 Training Equipment		
Other Expenses		
<b>Subtotal</b>	<b>\$ 19,128.85</b>	<b>\$ 17,229.29</b>
<b>OVERHEAD EXPENSES</b>		
6230.2 Op Compliance/Training	\$ 709.00	\$ 708.05
6296.2 Mutual Aid Payroll	\$ 156.15	\$ 156.15
6300.2 Small Equipment	\$ 700.00	\$ 675.32
6301.2 Equipment Repairs & Maint.	\$ 100.00	
6350.2 Fuel	\$ 600.00	\$ 726.45
6630.2 Vehicle Repair & Maint	\$ 1,100.00	\$ 1,050.28
6660.2 Supplies	\$ 450.00	\$ 443.63
<b>Subtotal</b>	<b>\$ 3,815.15</b>	<b>\$ 3,759.88</b>
<b>AVFD</b>		

This goes into the Audit Fund at year-end



		11/12	11/12
		Adj. Budget	YTD Actual
<b>PCVFD</b>			
6230.3	Op Compliance/Training	\$ 400.00	\$ 391.28
6296.3	Mutual Aid Payroll	\$ 732.54	\$ 732.54
6300.3	Small Equipment	\$ 6,477.79	\$ 6,852.79
6301.3	Equipment Repairs & Maint.	\$ 100.00	\$ 509.10
6350.3	Fuel	\$ 1,000.00	\$ 2,670.17
6630.3	Vehicle Repair & Maint.	\$ 2,700.00	\$ 2,670.17
6660.3	Supplies	\$ 100.00	\$ 80.00
	<b>Subtotal</b>	<b>\$ 11,510.33</b>	<b>\$ 11,235.88</b>
<b>Lights</b>			
6170.4	Streetlight Expense Allegheny	\$ 3,878.29	\$ 3,878.29
6171.4	Streetlight Expense Forest	\$ 481.59	\$ 481.59
	<b>Lights Total</b>	<b>\$ 4,359.88</b>	<b>\$ 4,359.88</b>
<b>P &amp; L</b>			
	<b>Total Income Statement Expenses</b>	<b>\$ 38,814.21</b>	<b>\$ 36,584.93</b>
	<b>Income Statement net change</b>	<b>\$ 1,569.86</b>	<b>\$ 3,918.11</b>
			<b>0.01</b>
<b>Fixed Assets</b>			
1350.2	Equipment Allegheny		
1360.3	Equipment Pike		
1370.2	Vehicles Allegheny		
1370.3	Vehicles Pike		
	<b>Fixed Assets Expenditures total</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Balance Sheet</b>			
1200.0	Accounts Receivable		
2000.1	Accounts Payable	\$ (1,683.52)	\$ (1,683.52)
			Truck Payment 6780 (see donations Pike under income)
<b>Funds</b>			
<b>Details on Fund sheet</b>			
	Fund Additions	\$ (1,355.66)	\$ (2,905.66)
	Fund Withdrawals	\$ 2,497.00	\$ 2,496.90
	Net (moved to) or taken from funds	\$ 1,141.34	\$ (408.76)
	<b>NET CHANGE -CASH FLOW</b>	<b>\$ 1,027.68</b>	<b>\$ 1,825.83</b>
<b>Fund Balances</b>			
	Contingency Fund	\$ 3,300.00	\$ 3,100.00
	Audit Fund	\$ 2,400.00	\$ 3,950.00
	Streetlight Fund	\$ 1,528.74	\$ 1,760.92
	PCVFD Building Fund	\$ 8,199.27	\$ 8,330.79
	PCVFD Vehicle Fund	\$ 293.81	\$ 655.48
	AVFD Building Fund	\$ 439.74	\$ 475.30
	AVFD Vehicle Fund	\$ 319.02	\$ 416.82
	Interest earned		
	<b>Total Funds</b>	<b>\$ 16,480.58</b>	<b>\$ 18,689.31</b>

See FUND sheet for details  
Contingency fund addition listed separately (above) for budget purposes.

Calculation of County Management Fee- pro-rated for Streetlights  
 Gross Tax Income \$ 27,890.22 (Total tax income for both fire and streetlights)  
 Gross Fee \$ 2,780.02 County management fee charged to the district  
 Percent 10.0% Percentage of total income, apply to streetlight income only, for pro-rated charge to fund

<b>Streetlights</b>	Streetlight Income	\$ 5,089.00	\$4,969 taxes + \$120 Donations				
	Streetlight Expense	\$ 4,359.88					
	Net	\$ 729.12	Fund addition for the fiscal year				
	PORTION COUNTY FEE	496.90	\$4,969 @ 10 %				
	Starting Balance	\$ 1,528.70					
	Additions	\$ 729.12					
	Withdrawals	\$ (496.90)					
	End Balance	\$ 1,760.92					
	Net gain (loss)	232.22					

**NO CHANGE**

<b>Pike Funds</b>	Gross Income Mutual Aid Pike	\$ 1,390.12					
	Payroll expenses	\$ 732.54					
	Net Mutual Aid Income	\$657.58					
	Additions	\$ 131.52	Starting Balance	\$ 8,199.27	End Balance	\$ 8,330.79	
	Pike Building Fund 20%	\$ 361.67	Withdrawals	\$ 293.81	End Balance	\$ 655.48	
	Pike Vehicle Fund 55%	\$ 164.40					
	General Fund 25%						

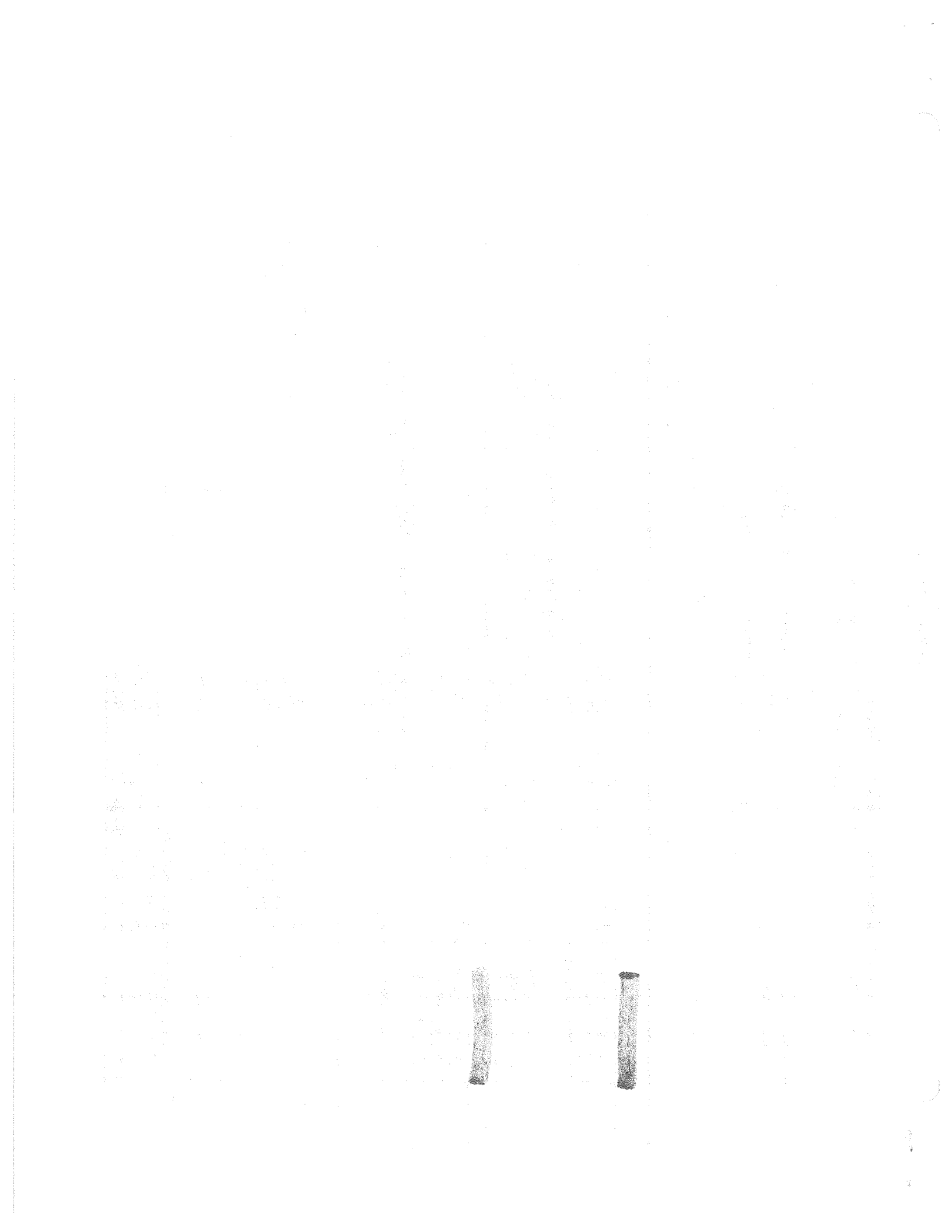
**NO CHANGE**

<b>Alleghany Funds</b>	Gross Income Mutual Aid Alligny	\$ 333.96					
	Payroll expenses	\$ 156.15					
	Net Mutual Aid Income	\$177.81					
	Additions	\$ 35.56	Starting Balance	\$ 439.74	End Balance	\$ 475.30	
	Alligny Building Fund 20%	\$ 97.80	Withdrawals	\$ 319.02	End Balance	\$ 416.82	
	Alligny Vehicle Fund 55%	\$ 44.45					
	General Fund 25%						

<b>Audit Fund</b>	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					
	Year-end balance	\$ 3,950.00					
	Withdrawal	\$ 3,300.00					
	Balance	\$ 3,100.00					
	Withdrawal	\$ 2,000.00					
	Balance	\$ 3,100.00					
	Withdrawal	\$ 3,100.00					
	Balance	\$ 3,100.00					
	Withdrawal	\$ 3,100.00					
	Balance	\$ 3,100.00					

Contingency addition not included below.

<b>TOTALS</b>	Total Fund Additions for 11/12 FY	\$ 2,905.66
	Total Fund Withdrawals for 11/12 FY	\$ (2,496.90)
	NET CHANGE	\$ 408.76



Good Morning All,

The Golden State Risk Management Authority Conference is quickly approaching! This is a reminder for you to register for this event, which will be held on Thursday, October 25<sup>th</sup> at the Rolling Hills Resort. You can register at our website at under the Events tab at <http://www.gsrma.org/events/detail/annual-training-day-2012>, or by completing and returning the attached registration form.

Registration and continental breakfast start at 8:00 am and welcome and introductions start at 8:45. A schedule of the day's events is attached.

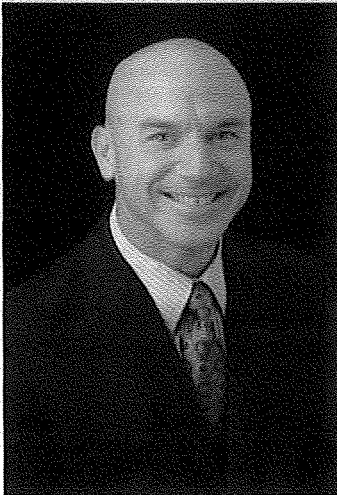
\*\*\* Please note there has been a slight change to the dinner reception. We had initially planned for a dinner reception at 5:00 pm. Social Hour will now begin at 6:30 pm and dinner will now be at 7:00 pm. Come to dinner and enjoy the show. Certified laugh specialist Nancy Weil will be presenting a program on laughter and its healing properties. You won't want to miss this entertaining certified laugh leader.

If you have any questions regarding our Annual Conference, or if you need assistance with the registration process, please feel free to contact me at [\(530\) 934-5633](tel:5309345633) or via e-mail at [jpeters@gsrma.org](mailto:jpeters@gsrma.org)

Thanks,

Jennifer Peters  
Loss Prevention Special Projects Administrator  
Golden State Risk Management Authority  
247 W. Sycamore Street, P. O. Box 706  
Willows, CA 95988

## Ready To Succeed, Stay Sane, and Have Fun at Work?!!



Golden State Risk Management Authority is excited to present the 8th annual Training Conference. Based on positive comments from last year's attendees, we will once again meet at the Rolling Hills Resort, Thursday, October 25, in Corning CA.

We are thrilled to be able to present the dynamic and entertaining **David Rabiner**. David has a unique and creative approach to learning that is fun, inspirational, and motivational. Don't miss this rare opportunity see him.

Are you ready to take your team to the next level of success? Would you like to discover and break the habits that are keeping you from achieving your personal best? To achieve risk management goals, your success depends on your ability to influence others to see the world through your perspective. This powerful workshop will explore the things you can start doing now to have a greater impact on those you do business with. Here are highlights of what you will take away from the program:

- Current research on the most important skills for influencing others and achieving goals. As part of this module, you will **participate in a self assessment that will help you identify areas that need strengthening.**
- A three-step process for turning the professional skills you want to build into personal virtues. Using this information, you will **create a personal blueprint for achieving your professional development goals.**
- Leading-edge **strategies for hiring, retaining, and developing outstanding employees.** As you know, you can't do it alone. You'll discover a few simple **strategies for building and maintaining a team with a shared vision and positive culture.**

David Rabiner, CSP, is a former public-sector administrator. David understands the unique challenges public sector leaders — and risk management professionals in particular — face. Since 1993, he has worked with more than 1,900 groups in 12 countries and 45 states, including more than 500 public sector agencies.

**Sign up now for this information-packed, motivating, and memorable program !**

To register visit, [www.gsrma.org](http://www.gsrma.org) and go to the "Events " Tab or

Registration Form on Reverse







**GOLDEN STATE**  
RISK MANAGEMENT AUTHORITY

*Innovative programs, personalized service*



## **2012 Annual Training Conference Schedule of Events**

### **Thursday, October 25, 2012**

GSRMA's 8th Annual member training day will be packed with valuable information. This year's focus will be on:

#### **How to Succeed, Stay Sane, and Have Fun at Work**

**8:00 AM - Continental Breakfast & Registration**

**8:45 AM - Welcome and Introductions**

**9:00 AM - David Rabiner - How to Hire, Retain, & Develop Great Employees**

**10:30 AM - Break**

**12:00 PM - Buffet Lunch & Raffle**

**1:15 PM - David Rabiner - continues**

**3:15 PM - Break**

**3:30 PM - Strategies for funding Health Care Benefits**

**4:45 PM - Adjourn**

**6:30 PM - Social Hour**

**7:00 PM- Evening Dinner Reception - Co-Hosted by GSRMA and the Public Cemetery Alliance**

### **Friday, October 26, 2012**

**Public Cemetery Alliance Training and Annual Meeting**



# Please Register by October 17

## Registration Form

Golden State Risk Management Authority Annual Training October 25, 2012

Register at our website—[www.gsrma.org](http://www.gsrma.org) “Events” tab

or by returning the completed form via Fax (530) 934-8133

Conference starts with a Continental Breakfast and Registration at 8:00 am.

Name:

Title:

Member Entity:

Address, City, State, Zip

Phone: (     )

Fax: (     )

E-mail:

Do you have any special requests, or accommodations?

\*\*\* PLEASE NOTE THE TIME OF THE DINNER RECEPTION HAS CHANGED TO 7:00 PM \*\*\*

### Thursday Evening Dinner Reception

This year we are excited to have, not only a dinner reception, but also to have certified laugh specialist, Nancy Weil. Nancy is the speaker for the PCA program on Friday and will be presenting a short program regarding laughter and its healing properties. You won't want to miss this entertaining certified laugh leader. Come, eat, visit and laugh!

Will attend evening Dinner Reception Thursday 25th, 7:00 PM

Will not attend evening Dinner Reception Thursday 25th, 7:00 PM

**Accommodations — There are two lodging choices at the conference facility:**

**The Lodge (The Vagabond Inn) (530) 824-3220**, is located on the North end of the main building.

**The Inn at Rolling Hills (530) 824-8300**, is South of the facility adjacent to the conference center.

Mention Golden State Risk Management Authority or the Public Cemetery Alliance to receive the special conference rate.

#### Driving Directions:

**From the North** – Take Interstate 5 South to Exit 628, Liberal Avenue. Exit right on Liberal, then turn left onto Barham Rd. arrive at Rolling Hills Casino.

**From the South** – Take Interstate 5 North to Exit 628, Liberal Avenue. Exit right, then turn left on Liberal and drive over the overpass. Make a left onto Barham Rd., arrive at Rolling Hills Casino.