



MINUTES of the Regular Meeting of the Pliocene Ridge CSD

Board of Directors

Date: Wednesday June 20, 2018

Location: Alleghany Firehouse 105 Plaza Court

- 1. CALL TO ORDER:** The meeting was called to order at 6:35 pm by Vice President Daniel Guyer. Board members present: Daniel Guyer, Bruce Coons and Chris Mills. Directors Wayne Babros & Gracie Knowles notified the Secretary in advance that they would be absent. Also present were Pike City Assistant Chiefs Jim Buckbee & Tom Starr and Alleghany Assistant Chiefs David Arbogast & Ned Cusato, AVFD Chairman Bob Hale & Secretary Vicky Tenney and PCVFD President Roland Robertson. Pliocene Ridge CSD Secretary Rae Bell Arbogast was present and took the minutes. Flag Salute.
- 2. CONSENT CALENDAR:** A motion was made by Bruce Coons to approve the consent calendar with one correction to the agenda, 2nd by Chris Mills. **3 Ayes, 0 Nays, 2 Absent, 0 Abstain, 0 Vacant, Motion carried.**
- 3. PUBLIC COMMENT:** None
- 4. INFORMATION/DISCUSSION ITEMS**

 - a) Correspondence: Incoming:** CDF packet with new annual operating plan and instructions for reimbursement. New ambulance MOU from DFPD, signed copy of Air Med Agreement, Consumer Confidence Report from Alleghany County Water District. Notice from PG&E regarding Shutting off Power During High Wildfire Threats. New Insurance cards for all district vehicles.

Outgoing: Signed Mutual Aid agreement and draft ambulance MOU mailed to DFPD with question about pay for our EMTS/Drivers, Get well card signed by Pike and Alleghany firefighters to Wayne Babros, thank you card to Larry Vieira for weed-wacking the fire hydrants and station 1 in Alleghany, Sam.gov registration letter appointing an Entity Administrator notarized and mailed by VP Daniel Guyer,
 - b) Committee/Member/Business Reports:**

 - 1. Alleghany Assistant Chiefs David Arbogast & Ned Cusato* reported that the annual Basic 32 refresher with the Forest Service and local fire agencies was held on June 10th. Tom Starr and Jim Buckbee reprogrammed the radios for Alleghany because some of the channels were not working. Jim did the one in the ambulance as well. The Ruby repeater is working better than the local channel for getting out. Per Tom Starr the radios still need some tweaking but at least they are functioning better. They found out that Engine 7180 has a bad antennae. Bruce Coons (who is also the Water Treatment Operator for Alleghany County Water District) explained that during construction of the new water storage tank in Alleghany the town will be on temporary water tanks reducing the amount of water available to feed the fire hydrants. A stand pipe is being installed at the pumphouse for drafting and a map identifying all other drafting sources in Alleghany is being prepared and will be sent to all local fire agencies. David reported that there was a fire at Minnesota Flat and it wasn't too bad. There was a good response from both Alleghany and Pike. Engine 7150 did well going up Chips Flat Road.
 - 2. Pike City Assistant Chiefs Jim Buckbee & Tom Starr* Reported that the water tender had a mechanical problem recently but it has been repaired. Pike also attended the Basic 32 refresher. Pike and Alleghany had an "after action" review/training in May with lots of hands-on training with vacuum splints etc. Tom will be preparing the paperwork for Rae to bill the Forest Service for the Minnesota Fire (4 hours). Jim reported that he is loaning tomtom units (GPS) to the dept. for the back roads.
 - 3. AVFD Auxiliary:* Bob Hale reported that they are in the process of their annual election. The annual membership meeting will be held in July.

4. *PCVFD Auxiliary*: Roland Robertson reported that they are working on their next fundraiser to be held in August. They had their annual membership meeting and there were no changes to the board. He also reported that Bobby McDaniel's reception held on the 9th at the firehouse went very well. The family was appreciative and left the place cleaner than they found it.

5. *Risk Manager Report*: Nothing new to report.

6. *Board Member/Staff reports*:

Rae Bell reported that the road sign at hwy. 49 and Ridge Rd. still has not been replaced, she will follow-up.

She also reported that there have been ongoing phone problems in Alleghany since approximately January. According to the local AT&T repair technician it is being caused by a large tree that has grown up and is blocking the microwave tower. According to the AT&T representative they have decided to install a taller tower and the "wheels are in motion". This is a huge concern for emergency calls. Rae was directed to file a complaint with the FCC for PRCSO.

7. *Standing Committee Reports: Streetlights*: Bruce reported that PG&E has not responded to the requests for the shields on the streetlights nor have they responded to the issue of the wrong lights being upgraded in Forest City and some lights in Alleghany not being upgraded OR shut-off as instructed.

Budget Committee: Preliminary budget later on the agenda.

5. ACTION ITEMS

a) *Unfinished Business*

1. *Ongoing Policy & Procedure review/update*: Rae Bell provided a draft organizational chart for the district as-well-as a summary of research that she is conducting on partnerships between Public Benefit Non-Profit organizations (such as the VFD Auxiliaries) and Publicly Funded Fire Agencies (such as Pliocene Ridge). Written report attached to these minutes. It was noted that this was for "information only". The research is ongoing.

2. *Regarding the Alleghany Firehouse project*: Bob Hale reported that he, along with Burns & Gus Tenney and Rae Bell met on June 9th to look at the long-term plan for handicap access for the firehouse and especially the bathroom. He stated that it was a productive meeting with lots of ideas shared.

He said that based on Burns' knowledge of handicap accessible bathrooms and after looking at a few different options it looks like the most efficient way to bring the bathroom into compliance would be to put the bathroom under the proposed roof extension (far end of the covered walkway where the proposed storage room is on the preliminary plans) and convert the existing bathroom into the storage room. This is because the existing bathroom is not large enough for handicap compliance [7' 6" x 6' 3.5"] The plumbing is already located in that vicinity, so it would be easy to tie into. Also, the doorway for the second exit which goes past the existing bathroom needs to be widened to accommodate a wheelchair.

It was stressed that this is a long-term plan and the priority is still the drainage/safe-access issue to be addressed by the covered walkway.

3. *Regarding the Pike Firehouse projects*: Roland Robertson reported that the staircase is installed! They are still finishing up the door and a few other things. No report on the Lift Project.

4. *Dispatch Office in Alleghany*: Nothing new to report.

5. *Tree removal at Station 1 in Alleghany:* Rae Bell reported that Tom Roth had assured her he would come before the end of the month to cut the trees.

6. *CDF 50/50 Firefighter's Assistance Grant* The final payment for the FY 17/18 grant was received. For FY 18/19 PRCSD put in an application for lights for Alleghany and the PCVFD auxiliary put in their own application for turn-outs for Pike. The AVFD auxiliary decided not to commit to contributing this round. Vicky Tenney wished to confirm that PRCSD has the funds to cover Alleghany's share. The answer was "yes".

7. *Downieville Fire Protection District Ambulance Agreement:* A revised Memorandum of Understanding (MOU) regarding the ambulance was received from Downieville FPD; with added text stating that EMT's could be paid per their existing policy for emergency medical runs by signing up with FPD. A motion to approve the MOU as presented was made by Bruce Coons and 2nd by Chris Mills. **3 Ayes, 0 Nays, 2 Absent, 0 Abstain, 0 Vacant, Motion carried.**

8. *Fire Chief Assignment:* Director Chris Mills asked if there was any money available to pay a district chief. The treasurer stated that she did not think so. Vice President Daniel Guyer asked if any of the assistant chiefs were willing to serve as District Chief. There were no takers.

He then asked if the current assistant chiefs: [David Arbogast & Ned Cusato for Alleghany and Jim Buckbee and Tom Starr for Pike] were willing to continue for another term. They all agreed.

9. *Preliminary Budget:* The draft preliminary budget as handed out at the May meeting was reviewed. A motion to approve the preliminary budget as presented was made by Bruce Coons, 2nd by Chris Mills. **3 Ayes, 0 Nays, 2 Absent, 0 Abstain, 0 Vacant, Motion carried.**

d) *New Business*

1. *None*

NEXT MEETING AGENDA ITEMS

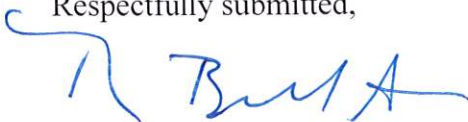
The next regular meeting is scheduled for July 18, 2018 at the Pike City Firehouse 6:30 pm.

ANNOUNCEMENTS None

ADJOURNMENT:

There being no further business before the board the meeting was adjourned at 7:20 PM.

Respectfully submitted,



Rae Bell Arbogast
Secretary



Pliocene Ridge Community Services District

100 Pike City Road
Pike City, CA 95960

plioceneridge.org

plioceneridge@gmail.com

CERTIFICATE OF POSTING

I, Rae Bell Arbogast certify that the following document was posted on behalf of Pliocene Ridge CSD, Sierra County California:

Regular Meeting Agenda Meeting date: 6/20/18

In the following location(s):

②

①

Alleghany Post Office Bulletin Board, The Alleghany Firehouse, plioceneridge.org, emailed to agenda list. Tom or Jim to post at Pike Firehouse

① 6/14/18

② 6/15/18

On _____ (date)

A copy of which is attached hereto and by reference made a part herof.

Signed under penalty of perjury: X


Rae Bell Arbogast



Pliocene Ridge Community Services District
100 Pike City Road
Pike City, CA 95960

plioceneridge.org

plioceneridge@gmail.com

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday June 20, 2018 6:30 pm Alleghany Firehouse 105 Plaza Court

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

2. CONSENT CALENDAR

- a) Approval of Agenda
- b) Approval of Minutes for May 16, 2018
- c) Approval of Treasurer's report for May 2018

3. PUBLIC COMMENT The public may be heard before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Directors, and not on the posted agenda, provided that no action shall be taken by the board unless the matter is deemed urgent by a 2/3 vote.

4. INFORMATION/DISCUSSION ITEMS, STAFF &/OR COMMITTEE REPORTS

- a) Correspondence
- b) Committee/Member/Business Reports:
 1. Station 71 Chief's report
 2. Station 67 Chief's report
 3. AVFD Auxiliary
 4. PCVFD Auxiliary
 5. Risk Manager Report
 6. Board Member/Staff Reports
 7. Standing Committee Reports: Streetlight, Budget, Safety

5. ACTION ITEMS:

- a) Unfinished business:
 1. Ongoing Bylaws & Policy review and/or update: District Organizational chart
 2. Alleghany Firehouse Project – ADA Compliance
 3. Pike City Firehouse Project – ADA Compliance
 4. Status of dispatch office in Alleghany
 5. Tree Removal at Station 1 in Alleghany
 6. CDF Fireman's assistance 50/50 grant.
 7. Ambulance Agreement DFPD
 8. Fire Chief(s) positions appoint? Renew? Recruit?
 9. Fiscal year 18/19 Preliminary Budget

- b) New business
 1. None

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~

Next Regular meeting July 18, 2018 in ~~Alleghany~~ ^{Pike} 6:30 pm.

7. ADJOURNMENT

*Pike
R.A.*

Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. Please make your request to District Secretary, 100 Pike City Rd, Pike CA 95960 specifying your disability and the format in which you would like to receive this Agenda and future Agendas as well.



Pliocene Ridge Community Services District

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

Treasurer's report for the month of May 2018

Beginning Checking Account Balance		\$ 810.12
Incoming		\$ 14,032.40
Outgoing		\$ 1,570.11
Ending Checking Account Balance		\$ 13,272.41
Starting Savings account balance		\$ 13,793.90
Incoming		
Outgoing		
Ending Savings Account Balance		\$ 13,793.90
Reserve Balances		
Unallocated	Contingency	\$ 24,500.00
Unallocated	Alleghany Fire	\$ 2,700.00
Unallocated	Pike City Fire	\$ 5,100.00
Allocated	Streetlights	\$ 1,609.40
Allocated	Pike City Firehouse	\$ 2,308.14
Allocated	Pike City Engines	\$ 3,107.91
Allocated	Alleghany Firehouses	\$ 822.37
Allocated	Alleghany Engines	\$ 7,446.25
	Interest Earned	\$ 3.48
	Total	\$ 47,597.55
General Fund (accounts listed above) Total		\$ 27,066.31
Reserve account Starting Balance		\$ 47,597.55
Incoming		
Outgoing		
Reserve account Ending Balance		\$ 47,597.55
Total ALL FUNDS		\$ 74,663.86

Transaction Details are provided on Bank Reconciliation Detail and Journal Reports. (Savings and Fund accounts reconciled quarterly.)

Pliocene Ridge Community Services District

Journal

May 2018

8:59 PM
05/13/18

Trans #	Type	Date	Num	Name	Memo	Account	Debit	Credit
2,286	Check	05/07/2018	700	C Johnson C Johnson	reimburse reimbursement for closet supplies for closet fr 6295.3	1000.1 · West America Checking Buildings Rep. & Maint. Pike Ci	179.53	179.53
2,287	Deposit	05/11/2018			Deposit	1000.1 · West America Checking	179.53	179.53
					Deposit	4020.1 · Tax Revenue Fire	10,845.31	8,989.12
					Deposit	9020.4 · Tax Revenue Street Lights		1,956.19
							10,845.31	10,845.31
2,288	Bill	05/12/2018	051218	Credit Card WA Bank Credit Card WA Bank	ebay 5 Baocheng radios UV-5RTP	2000.1 · Accounts Payable 8300 · Small Equipment Pike City	179.99	179.99
2,289	Bill	05/01/2018	05012018	Credit Card WA Bank Credit Card WA Bank	late fee	2000.1 · Accounts Payable 8235.1 · Bank Charges	3.59	3.59
2,300	Bill Pmt -Check	05/22/2018	EFT	Credit Card WA Bank Credit Card WA Bank		1000.1 · West America Checking 2000.1 · Accounts Payable	183.58	183.58
2,305	Bill Pmt -Check	05/25/2018	2484	Sierra Co. Public Works Sierra Co. Public Works		1000.1 · West America Checking 2000.1 · Accounts Payable	183.58	183.58
2,306	Check	05/30/2018	eft	PG&E PG&E PG&E PG&E PG&E	Pliocene Pliocene Pliocene Pliocene Pliocene	409.36 409.36 94.51 68.88 21.75 318.89	409.36 409.36 502.12	
2,307	Deposit	05/29/2018		PCVFD Golden State Risk Management Grants	Deposit Firemans Assistance CDF 50/50 grant Training grant, operator 1A class	1000.1 · West America Checking 4030.3 · Donations Pike City 4040.1 · Grant Income	3,087.09	2,962.09 225.00 3,087.09
2,308	Paycheck	05/29/2018	2485	Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley Darryl D Hooley		1000.1 · West America Checking 8296.1 · Payroll Expense- Mutual Aide 8296.1 · Payroll Expense- Mutual Aide 2100.1 · Payroll Liabilities 2100.1 · Payroll Liabilities 2100.1 · Payroll Liabilities 8296.1 · Payroll Expense- Mutual Aide 2100.1 · Payroll Liabilities 2100.1 · Payroll Liabilities 8296.1 · Payroll Expense- Mutual Aide 2100.1 · Payroll Liabilities 2100.1 · Payroll Liabilities 8296.1 · Payroll Expense- Mutual Aide 2100.1 · Payroll Liabilities 2100.1 · Payroll Liabilities 8296.1 · Payroll Expense- Mutual Aide 2100.1 · Payroll Liabilities	320.00 0.00 0.00 0.00 0.00 19.84 19.84 4.64 4.64 0.00 10.88 355.36 15,845.93	295.52 0.00 0.00 0.00 0.00 19.84 19.84 4.64 4.64 0.00 10.88 355.36 15,845.93

will be moved to Alleging

Pliocene Ridge Community Services District Reconciliation Detail

1000.1 · West America Checking, Period Ending 05/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,633.59
Cleared Transactions						
Checks and Payments - 12 items						
Bill Pmt -Check	04/28/2018	EFT	Credit Card WA Bank	X	-82.59	-82.59
Bill Pmt -Check	04/30/2018	2481	Cascade Fire Equip...	X	-3,434.57	-3,517.16
Bill Pmt -Check	04/30/2018	2482	LN Curtis & Sons	X	-834.68	-4,351.84
Bill Pmt -Check	04/30/2018	2483	Rae Bell Arbogast	X	-600.00	-4,951.84
Check	04/30/2018	eft	PG&E	X	-555.70	-5,507.54
Bill Pmt -Check	04/30/2018	2480	Camptonville VFD	X	-225.00	-5,732.54
Bill Pmt -Check	04/30/2018	2479	Banner Communicat...	X	-53.63	-5,786.17
Bill Pmt -Check	04/30/2018	2478	AT&T	X	-37.30	-5,823.47
Check	05/07/2018	700	C Johnson	X	-179.53	-6,003.00
Bill Pmt -Check	05/22/2018	EFT	Credit Card WA Bank	X	-183.58	-6,186.58
Bill Pmt -Check	05/25/2018	2484	Sierra Co. Public W...	X	-409.36	-6,595.94
Check	05/30/2018	eft	PG&E	X	-502.12	-7,098.06
Total Checks and Payments					-7,098.06	-7,098.06
Deposits and Credits - 2 items						
Deposit	05/11/2018			X	10,945.31	10,945.31
Deposit	05/29/2018			X	3,087.09	14,032.40
Total Deposits and Credits					14,032.40	14,032.40
Total Cleared Transactions					6,934.34	6,934.34
Cleared Balance					6,934.34	13,567.93
Uncleared Transactions						
Checks and Payments - 1 item						
Paycheck	05/29/2018	2485	Darryl D Hooley		-295.52	-295.52
Total Checks and Payments					-295.52	-295.52
Total Uncleared Transactions					-295.52	-295.52
Register Balance as of 05/31/2018					6,638.82	13,272.41
Ending Balance					6,638.82	13,272.41



Account Statement

PLIOCENE RIDGE COMMUNITY SERVICES
 DISTRICT
 100 PIKE CITY RD
 PIKE CA 95960

If you have any questions
 about your account please call
 800-848-1088
 CUSTOMER SERVICE
 ACCOUNT NUMBER
 STATEMENT DATE CYCLE
 05/31/18 31
 ITEMS ENCLOSED PAGE
 0 1
 YEAR-TO-DATE INTEREST

PREVIOUS BALANCE	CHECKS AND WITHDRAWALS NUMBER	AMOUNT	DEPOSITS AND CREDITS NUMBER	AMOUNT	INTEREST MINUS CHARGES	NEW BALANCE
6,633.59	12	7,098.06	2	14,032.40	.00	13,567.93

ACCOUNT ACTIVITY

BALANCE SUMMARY

SMALL BUSINESS CHECKING

DATE BALANCE

31 DAYS THIS CYCLE

PREVIOUS BALANCE

DEPOSITS

DATE	DESCRIPTION	AMOUNT
05/15	BRANCH DEPOSIT	10,945.31
05/29	BRANCH DEPOSIT	3,087.09

04/30 6,633.59

05/15 BRANCH DEPOSIT 10,945.31

05/01 5,995.30

05/29 BRANCH DEPOSIT 3,087.09

05/03 1,072.42

05/04 1,035.12

WITHDRAWALS-FEES-CHARGES

DATE	DESCRIPTION	AMOUNT
05/01	PGANDE - WEB ONLINE	555.70
05/01	CARDMEMBER SERV - ELECT PYMT	82.59
05/24	CARDMEMBER SERV - ELECT PYMT	183.58
05/31	PGANDE - WEB ONLINE	502.12

05/15 11,980.43

05/18 11,800.90

05/24 11,617.32

05/25 11,392.32

05/29 14,479.41

05/30 14,070.05

05/31 13,567.93

CHECKS

ITEM	DATE	AMOUNT	ITEM	DATE	AMOUNT
0700	05/18	179.53	2481	05/03	3,434.57
2478*	05/04	37.30	2482	05/03	834.68
2479	05/03	53.63	2483	05/03	600.00
2480	05/25	225.00	2484	05/30	409.36

NEW BALANCE

05/31 13,567.93

* INDICATES GAP IN CHECK SEQUENCE

ENJOY THE CONVENIENCE OF MOBILE CHECK DEPOSIT
 AVAILABLE WITH THE STARCONNECT PLUS MOBILE BANKING APP.
 DOWNLOAD THE APP TO YOUR MOBILE DEVICE TODAY!

EXTRA CASH LINE OF CREDIT CUSTOMERS: YOUR ACCOUNT DETAILS ARE LISTED BELOW. LATE PAYMENT WARNING: IF YOUR
 MINIMUM PAYMENT IS NOT RECEIVED BY THE PAYMENT DUE DATE YOU MAY BE CHARGED A LATE FEE OF \$5.

PREVIOUS BALANCE	ADVANCES AND DEBITS NUMBER	AMOUNT	PAYMENTS AND CREDITS NUMBER	AMOUNT	INTEREST CHARGED	FEES CHARGED	NEW BALANCE
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LINE OF CREDIT CREDIT AVAILABLE ANNUAL PERCENTAGE RATE DAILY PERIODIC RATE
 PAYMENT PAST DUE + PAYMENT THIS PERIOD = MINIMUM PAYMENT DUE DATE YEAR-TO-DATE INTEREST PAID

THANK YOU FOR BANKING WITH US. NOTICE: SEE 'BACK OF STATEMENT' TAB FOR IMPORTANT INFORMATION.

PLIOCENE RIDGE CSD PRELIMINARY BUDGET

acc#	NAME	12-13 Actual	13-14 Actual	14-15 Actual	15-16 Actual	16-17 Actual	18-19 PRELIM.
4020.1	Tax Revenue Fire	\$26,280.67	\$24,650.57	\$24,872.47	\$25,253.54	\$26,332.34	\$ 25,000.00
4030.1	Donations District			\$509.00	\$200.98		
4030.2	Donations for Allegheny Fire	\$1,077.05	\$11,536.94	\$10,000.00		\$2,660.62	
4030.3	Donations for Pike City Fire	\$2,866.60	\$2,721.58	\$2,500.00	\$7,157.99	\$864.14	
4040.1	Grants District	\$1,000.00	\$1,492.52	\$1,000.00	\$1,386.00	\$25.00	
4040.2	Grants Allegheny	\$ 714.77	\$ 738.11	\$ -	\$ 1,995.00	\$ 2,660.62	
4040.3	Grants Pike City	\$ 736.26	\$ 1,440.29	\$ -	\$ -	\$ 864.14	
4060.2	Surplus Sales Allegheny		\$ 950.00	\$ 5,125.00			
4060.3	Surplus Sales Pike City			\$ 100.00			
4070.1	Emergency Services Income				\$ 750.00	\$ 7,500.00	\$ 2,250.00
4070.2	Mutual Aid Allegheny		\$ 2,060.47	\$ -		\$ 942.09	
4070.3	Mutual Aid Pike City	\$ 1,903.32	\$ 2,640.88	\$ 1,178.76	\$ 745.01	\$ 347.06	
4082.0	Other Income	\$11.57		\$12.75	\$16.27	\$420.01	
	Revenue Total	34,590.24	48,231.36	45,297.98	37,504.79	42,616.02	\$ 27,250.00
6170.2	Electricity Allegheny	\$736.73	\$793.73	\$620.65	\$901.14	\$1,059.43	\$ 856.00
6170.3	Electricity Pike City	\$1,028.70	\$1,411.76	\$1,144.04	\$1,258.49	\$1,683.91	\$ 1,500.00
6172.2	Telephone Allegheny	\$226.78	\$189.53	\$186.22	\$182.83	\$229.97	\$ 216.00
6172.3	Telephone Pike City	\$187.35	\$193.12	\$193.48	\$211.76	\$170.01	\$ 216.00
6174.2	Water Allegheny	\$441.00	\$432.00	\$432.00	\$444.00	\$480.00	\$ 480.00
6176.2	Propane Allegheny	\$908.68	\$293.75	\$333.70	\$723.91	\$612.63	\$ 375.00
6180.1	Insurance	\$8,113.00	\$5,714.00	\$7,275.00	\$3,864.00	\$3,913.00	\$ 4,219.00
6230.1	Compliance/Training		\$156.69	\$6.00	\$304.00	\$159.00	\$ 150.00
6250.1	postage/copies/office supplies	\$171.31	\$240.74	\$143.25	\$70.33	\$60.04	\$ 250.00
6265.1	County Mgmt Fee	\$2,539.65	\$ 2,156.90	\$ 2,310.20	\$2,362.30	\$2,364.08	\$ 2,400.00
6270.1	Secretary/Treasurer	\$750.00	\$585.00	\$427.50	\$ 900.00	\$ 1,357.50	\$ 2,400.00
6273.1	Auditor Fee	\$ 5,693.95	\$ 2,000.00	\$ 2,000.00	\$2,000.00	\$2,000.00	\$ 2,500.00
6275.1	Public Relations - website				\$ 185.16	\$ 330.16	\$ 430.00
6280.2	Solid Waste Fee Allegheny	\$67.94	\$77.94	\$77.94	\$96.00	\$116.90	\$ 117.00
6280.3	Solid Waste Fee Pike City	\$122.30	\$140.30	\$93.54	\$115.20	\$140.28	\$ 141.00
6295.2	Building Maint. Allegheny	\$15.00	\$614.08		\$469.73	\$280.00	\$ 1,000.00
6295.3	Building Maint. Pike City	\$ 49.35	\$ 1,054.76	\$ 1,238.19	\$ 253.96	\$ 322.44	\$ 1,000.00
6296.1	Payroll expense	\$ 712.01	\$ 1,654.49	\$ 533.72	\$ 291.75	\$ 613.16	
6297.2	Fixed asset expenditures All.		\$ 10,000.00	\$ 10,000.00			
6297.3	Fixed asset expenditures Pike		\$ 10,000.00	\$ 2,500.00	\$ 5,000.00		
6704.0	Other Expenses	23.00	188.28	12.72	118.86	113.04	
	Overhead Expense Subtotal	\$21,786.75	\$27,897.07	\$29,528.15	\$19,753.42	\$16,005.55	\$ 18,250.00

PLIOCENE RIDGE CSD PRELIMINARY BUDGET

acc#	NAME	12-13 Actual	13-14 Actual	14-15 Actual	15-16 Actual	16-17 Actual	18-19 PRELIM.
7230	Op Compliance/Training	\$521.48	\$442.50	\$983.61	\$637.00	\$342.88	\$ 600.00
7300	Small Equipment	\$ 2,802.69	\$ 2,993.86	\$ 592.15	\$ 1,260.10	\$ 6,000.58	\$ 1,000.00
7301	Equipment Repairs & Maint.	\$670.49		\$ 134.75		\$ 136.42	\$ 850.00
7350	Fuel	\$787.92	\$ 792.97	\$ 361.65	\$ 176.85	\$ 106.36	\$ 750.00
7630	Vehicle Repair & Maint.	\$654.39	\$ 2,810.52	\$ 77.68	\$ 545.63	\$ 50.64	\$ 1,000.00
7660	Supplies	\$ 144.00	\$ 125.33	\$ -	\$ 638.10	\$ 194.34	\$ 300.00
	AVFD Chief's Budget Subtotal	\$5,580.97	\$7,165.18	\$2,149.84	\$3,257.68	\$6,831.22	\$ 4,500.00
8230	Op Compliance/Training	\$615.80	\$724.61	\$1,111.03	\$683.51	\$398.36	\$ 600.00
8300	Small Equipment	\$2,361.24	\$ 2,202.22	\$ 3,387.51	\$ 5,015.95	\$ 2,268.00	\$ 1,000.00
8301	Equipment Repairs & Maint.		\$ 279.23	\$ 713.31	\$ 710.57	\$ 277.85	\$ 850.00
8350	Fuel	\$623.07	\$ 525.74	\$ 601.98	\$ 468.86	\$ 464.92	\$ 750.00
8630	Vehicle Repair & Maint.	\$368.05	\$ 190.17	\$ 550.32	\$ 836.28	\$ 770.63	\$ 1,000.00
8660	Supplies	\$ 38.71	\$ 403.92	\$ 334.66	\$ 560.35	\$ 51.22	\$ 300.00
	PCVFD Chief's Budget Subtotal	\$4,006.87	\$4,325.89	\$6,698.81	\$8,275.52	\$4,230.98	\$ 4,500.00
Total Operating Expense FIRE		\$31,374.59	\$39,388.14	\$38,376.80	\$31,286.62	\$27,067.75	\$ 27,250.00
FIRE SERVICES ONLY NET CHANGE		\$3,215.65	\$8,843.22	\$6,921.18	\$6,218.17	\$15,548.27	\$ -

PLIOCENE RIDGE CSD PRELIMINARY BUDGET

acc#	NAME	12-13 Actual	13-14 Actual	14-15 Actual	15-16 Actual	16-17 Actual	18-19 PRELIM.
9020	Streetlight Tax Revenue	\$ 5,083.79	\$ 5,004.30	\$ 4,873.00	\$ 4,873.00	\$ 5,072.28	\$ 5,287.00
9030	Streetlight Donations	\$ -	\$ -	\$ 465.00			
	Streetlight Income Total	\$ 5,083.79	\$ 5,004.30	\$ 5,338.00	\$ 4,873.00	\$ 5,072.28	\$ 5,287.00
9170	Streetlight Expense Alleghany	\$ 3,733.83	\$ 4,495.42	\$ 4,288.25	\$ 4,342.87	\$ 4,352.68	\$ 3,840.00
9171	Streetlight Expense Forest	\$ 486.05	\$ 538.32	\$ 513.06	\$ 273.49	\$ 221.84	\$ 264.00
9172	Streetlight Admin. Expenses			\$ 80.50			
	Streetlight portion county management fee		\$ 437.87	\$ 438.57	\$ 458.06	\$ 455.38	\$ 460.00
	Streetlight Expense Total	\$ 4,219.88	\$ 5,471.61	\$ 5,320.38	\$ 5,074.42	\$ 5,029.90	\$ 4,564.00
	Lights Net Income or (LOSS)	\$863.91	(\$467.31)	\$17.62	(\$201.42)	\$42.38	\$723.00
	Income Statement net change	\$4,079.56	\$8,375.91	\$6,938.80	\$6,016.75	\$15,590.65	\$ 723.00
CASH FLOW ADDITIONS AND DELETIONS							
	NET PROFIT (LOSS)	\$ 4,079.56	\$ 8,375.61	\$6,938.80	\$6,016.75	\$ 15,590.65	
	(increase) decrease in Accounts Receivable	(\$5,003.16)	(\$1,447.58)	\$3,462.00	(\$1,132.68)	\$950.99	
	(decrease) increase in Account Payable	(\$2,623.62)	\$4,268.80	(\$3,225.94)	(\$422.71)	\$564.91	
	Other BalanceSheet Changes		\$317.84				
	CHANGE IN CASH FOR PERIOD	(\$3,547.22)	\$11,514.67	\$7,174.86	\$4,461.36	\$17,106.55	\$ 723.00
	Cash Beginning of Period	\$39,173.24	\$35,626.02	\$47,140.99	\$54,315.85	\$58,777.21	
	Cash End of Period	\$35,626.02	\$47,140.69	\$54,315.85	\$58,777.21	\$75,883.76	
FUNDS							
	Fund Additions	(\$8,307.39)	(\$3,235.15)	(\$5,726.38)	(\$339.95)	(\$6,549.42)	(\$723.00)
	Fund Withdrawals	\$5,906.70	\$1,107.20	\$1,238.19	\$201.42		
	Contingency Fund withdraw or (add)			(\$2,400.00)	(\$4,000.00)	(\$10,000.00)	
	Total (moved to) or taken from funds	(\$2,400.69)	(\$2,127.95)	(\$6,888.19)	(\$4,138.53)	(\$16,549.42)	(\$723.00)
NET CHANGE -WITH CASH FLOW ADJUSTMENTS & FUNDS							
		(\$5,947.91)	\$9,069.18	\$286.67	\$322.83	\$557.13	\$0.00
Fund Balances							
	Year end (June 30th)	12/13	13/14	14/15	15/16	16/17	16/17
	Contingency Fund	\$ 8,100.00	\$ 8,100.00	\$ 10,500.00	\$ 14,500.00	\$ 24,500.00	\$ 24,500.00
	Alleghany Fire Unallocated					\$ 2,700.00	\$ 2,700.00
	Pike City Fire Unallocated					\$ 3,300.00	\$ 3,300.00
	Streetlight Fund	\$ 2,218.13	\$ 1,750.82	\$ 1,768.44	\$ 1,567.02	\$ 1,609.40	\$ 1,609.40
	Pike City Firehouse	\$ 8,569.05	\$ 8,318.57	\$ 7,209.39	\$ 7,300.04	\$ 7,308.14	\$ 7,308.14
	Pike City Engines	\$ 1,310.70	\$ 2,381.59	\$ 2,836.34	\$ 3,085.63	\$ 3,107.91	\$ 3,107.91
	Alleghany Firehouse	\$ 475.30	\$ 695.26	\$ 695.26	\$ 695.26	\$ 822.37	\$ 822.37
	Alleghany Engines	\$ 416.82	\$ 1,971.70	\$ 7,096.70	\$ 7,096.70	\$ 7,446.25	\$ 7,446.25
	Total Funds	\$ 21,090.00	\$ 23,217.94	\$ 30,106.13	\$ 34,244.65	\$ 50,794.07	\$ 50,794.07

Organizational Structure of Pliocene Ridge CSD
Prepared by Rae Bell for meeting date 6/20/18

Attached to this document is a draft organizational chart intended to reflect the district's current structure. This is not set in stone. It is up to us as a group to create a structure that most efficiently utilizes our available resources for the purpose of providing Fire and EMS services.

The Elephant in the Room

It is not clear how the district and the non-profit auxiliaries are interrelated. I think this is the one thing that we can all agree on. There are many different perspectives on this, how it is, how it should be, how it could be. Because this topic has never been fully addressed, there is no clear or definitive answer. This lack of clarity has the potential to create confusion and conflict, as it already has in several instances.

For this reason creating memorandums of understanding (MOUs) between PRCSD and both Public Benefit non-profit corporations (AVFD and PCVFD) would be beneficial to all parties involved.

However; before that process can begin we need to gain an understanding of what is currently in place and what the legal parameters are that we are working within.

For this purpose I have been on a fact finding mission. I have consulted with the legal analyst for the California Special District's Association, with the district's insurance provider: Golden State Risk Management Authority (GSRMA), a Certified Public Accountant who has a lot of experience with non-profit corporations and an attorney (all pro-bono).

If there are specific questions that anybody would like researched please let me know. If anybody has information on this topic to share, please do. I will be presenting a summary of my findings as my schedule allows.

Taking this in small "bites" seems like a good idea anyway.

PRCSD Organizational Structure Research Part 1

It is a common occurrence for a Special District (such as Pliocene Ridge CSD) to be formed in an area where other types of entities are already providing the same services for which the District is created. The most common reason for forming a district is to secure funding. As we all know, this funding comes with a lot of strings attached (audit requirements, Brown Act, Fair Political Practices etc).

In these instances, the authority of the newly formed Special District takes precedence over the authority of any non-governmental entities that exist for the same purpose within the district boundaries.

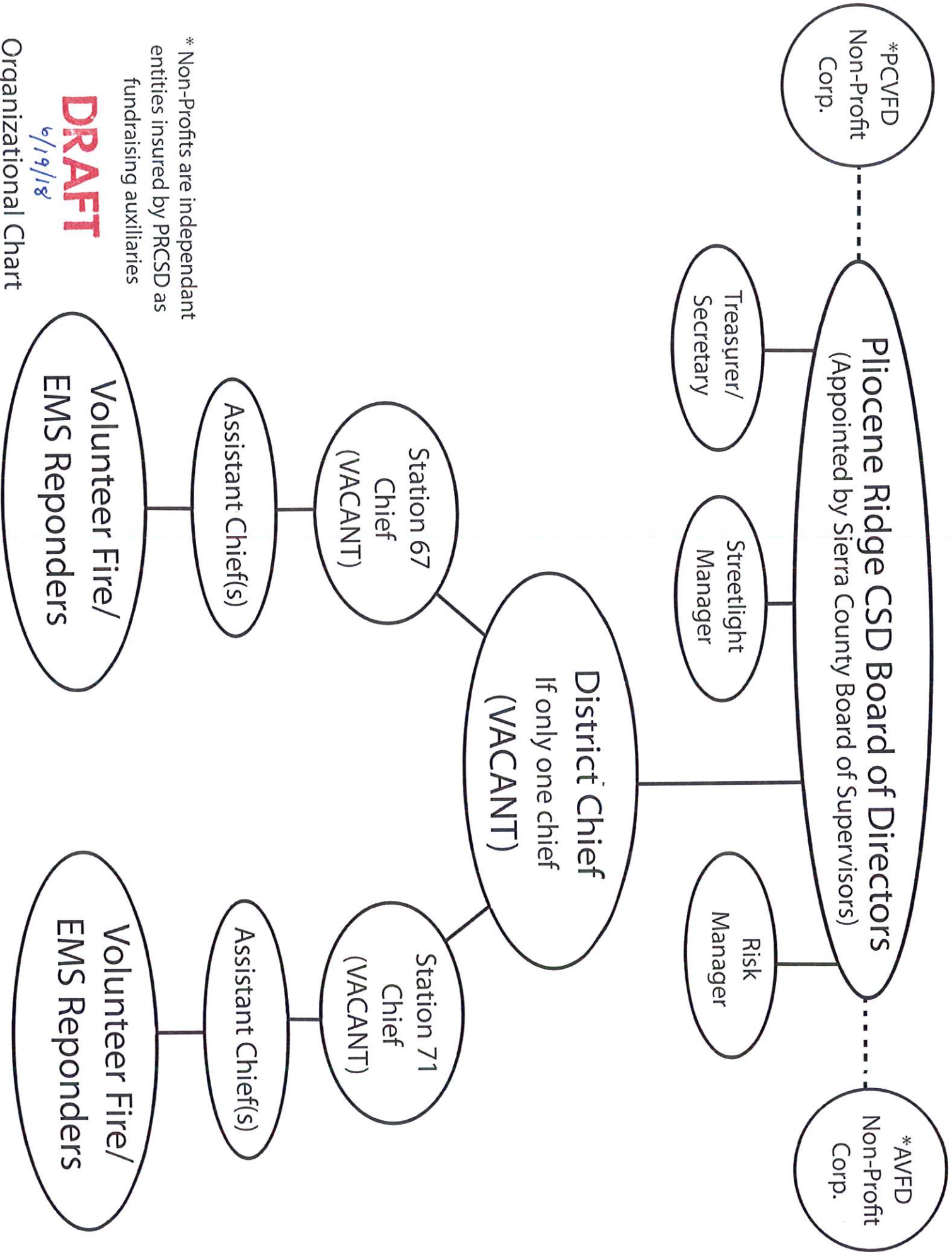
It is not unusual for organizations that existed prior the formation of a Special District to remain in place with "latent powers". Often the formation documents of a Special District will address the topic of previously existing entities and provide guidance as to how they should continue (or not) within the new district boundaries. (I could find no reference to AVFD or PCVFD in PRCSD's formation documents.)

It is not uncommon for agencies that serve the same function to have overlapping areas. In these instances the entity with the higher level of authority may delegate some of its authority to the other entity. It is a common occurrence for a non-profit agency to partner with a governmental entity, especially for Fire Protection and EMS services. This is a way for the non-profit to fulfill its mission. It is not a conflict for a non-profit corporation to provide funds or other donations to a governmental entity that shares its mission. (Public Benefit)

There is currently a legal "gray area" regarding whether or not non-profit organizations fall under the Brown Act. Based on the information that I have been able to glean, non-profit entities that receive public funding OR that perform duties delegated by an agency that receives public funding DO fall under the Brown Act. However; fundraising for the benefit of a public agency does not trigger the Brown Act. This is assuming that the funds raised by the non-profit entity are private funds (money from individuals or private organizations and not public funding).

In instances where conflicts arise between agencies, the authority that resolves such issues is the County LAFCO (Local Agency Formation Commission) In other words: LAFCO acts as the arbitrator.

For Part 2 of this research I will look for specific examples of Special District/Non-profit partnerships to see how they function together. If anybody knows of such a partnership please let me know.



* Non-Profits are independant entities insured by PRCSD as fundraising auxiliaries

DRAFT
6/19/18

Organizational Chart

MEMORANDUM OF UNDERSTANDING FOR AMBULANCE USAGE FOR PLIOCENE RIDGE COMMUNITY SERVICES DISTRICT

This Agreement made and entered into is between the **Downieville Fire Protection District** and the **Pliocene Ridge Community Services District**.

WHEREAS, each party maintains as part of its services an organized and equipped fire department charged with the duty of fire protection and emergency medical services within its jurisdiction limits; and

WHEREAS, Sierra County Board of Supervisors and Downieville Fire Protection District had entered into an agreement on or about December 19, 2000 (See Sierra County Board of Supervisors Agreement No. 2000-241) for the purchase of a new Ambulance for the Downieville Fire Protection District and requiring the Downieville Fire Protection District to provide an ambulance from its existing inventory to be used by the Alleghany Pike Volunteer Fire Departments.

WHEREAS, the Alleghany Pike Volunteer Fire Departments have been changed to the Pliocene Ridge Community Services District; and

WHEREAS, the Downieville Fire Protection District and the Pliocene Ridge Community Services District have entered into a Mutual Aid Agreement on or about **May 14, 2018**.

WHEREAS, each party desires to support the Mutual Aid Agreement and to enter into an agreement to ensure that the ambulance provided by the Downieville Fire Protection District to Alleghany Pike Volunteer Fire Departments can be used by the Pliocene Ridge Community Services District; and

NOW THEREFORE, in consideration of the covenants herein contained, performed and to be performed, the parties hereto agree as follows:

I. AUTHORITY

The parties hereto, pursuant to the authority granted by Sections 13850, 13855, and 13879 of the California Health and Safety Code, hereby agree to respond to emergencies outside their geographical limitations, and within geographical limitations of the other.

II. LIABILITY INSURANCE

Each District or Department respectively shall provide and maintain a liability insurance policy of not less than \$2,000,000.00 combined with single limit to protect it from casualty losses due to activities contemplated by this agreement.

III. WORKERS COMPENSATION

Each District or Department thereunder shall maintain Workers Compensation coverage for its own volunteers without cost to other party.

IV. AMBULANCE USAGE

- A. Downieville Fire Protection District shall be responsible for the maintenance and operation of the ambulance stationed in the Pliocene Ridge Community Services District. Members

of the Pliocene Ridge Community Services District shall insure that members of the Pliocene Ridge Community Services District are authorized to operate and otherwise use the ambulance to meet the minimum qualifications set out in California law.

- B. Parties will cooperate with one another to conform to the requirements of Sierra County Board of Supervisors Agreement No. 2000-241.
- C. Certification of the members of the Pliocene Ridge Community Services District to operate the ambulance, shall be provided to the Ambulance Supervisor of the Downieville Fire Protection District. Downieville Fire Protection District shall have the final authority to deny members of the Pliocene Ridge Community Services District the use of the ambulance, if they fail to meet the minimum qualifications set out by California law.
- D. If there are insufficient trained member/volunteers from the Pliocene Ridge Community Services District available to regularly operate the ambulance, Downieville Fire Protection District may withdraw the ambulance from the Pliocene Ridge Community Services District until such trained members/volunteers are available.

V. REIMBURSEMENT

In consideration of this agreement and to maintain the operation of the ambulance stationed in the Pliocene Ridge Community Services District, the Downieville Fire Protection District shall be entitled to all insurance billings and funds received for ambulance services in the Pliocene Ridge Community Services District. Members of the Pliocene Ridge Community Services District shall cooperate with Downieville Fire Protection District in billings for ambulance services. Hourly rates for Ambulance compensation may be paid from the time of Downieville Fire Dispatch for the incident until the ambulance is returned to quarters. Compensation may be paid in hours rounded to the full hour and paid one hour for the completion of the patient care report. Only current certified EMT's working on the Ambulance during revenue generating activities may receive compensation.

VI INDEMNIFICATION

Each party hereto waives all claims against the other participating party for compensation for any loss, damage, personal injury, or death which may arise due to conformance, or lack of conformance, under this agreement. It is expressly understood and agreed that no indemnification of or by either party to the other is stated or implied within this agreement. As between the parties, it is understood and agreed that the party being assisted shall be responsible to the third persons only for those acts of the volunteer of the assisting party which are performed at the incident at the specific direction of a volunteer being assisted.

VII. ADEQUATE SERVICE LEVEL

This agreement shall not be interpreted to relieve either party from the necessity or obligation of furnishing adequate fire and rescue services within any part of its jurisdictional limits.

VIII. ABILITY TO PERFORM

By entering into this agreement, if staffing and resources are adequate, each party represents to the other that it will perform its covenant thereunder.

XI. TERMS OF AGREEMENT

This agreement shall continue in force without specific term; provided, however any party may terminate this agreement by giving to the other party ninety (90) days prior written notice of the party's intention to terminate. Said termination notice shall be a certified copy of the resolution of termination adopted by the party's governing body with copies to the other governing bodies.

X. SEVERABILITY

Parties agree that the invalidity in whole or part of any provision of the agreement shall not void or affect the validity of any other provision.

XI. PARTIES TO THE AGREEMENT

Downieville Fire Protection District

Pliocene Ridge Community Services District

Signature: Michael P. Galan

Signature: Daniel Guyer

Print Name: MICHAEL P. GALAN

Print Name: DANIEL GUYER

Title: Chairman DFPD

Title: VICE PRESIDENT, B.O.D., PRCSD

Date: 6/20/18

Date: June 20, 2018