



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 15, 2010, 6:30PM, Station 67 Pike City
MINUTES

A quorum was established and the meeting called to order at 7:00 PM by Vice President Dan Guyer. Board members present: L. Vieira, M. Womack, D. Guyer. Absent: W. Babros, L. Szakacs. Vacancy: none. Also present: Chief Hale, Chief MacLennan, Treas. Rae Bell Arbogast. Supervisor Lee Adams was absent. Flag Salute.

APPROVAL OF AGENDA: Moved by M. Womack seconded by L Vieira and passed to approve the agenda as submitted. **Motion passed: 3 Ayes, 0 Nays, 2 Absent, 0 Abstain, 0 Vacant.**

PUBLIC COMMENT: None.

INFORMATION/DISCUSSION ITEMS

Correspondence: 9/7/10 letter sent to Forest Service requesting Plum Project information packet; 9/7/10 letter send to Dan Berry, GSRMA, with resolution 10-037 and vehicle listing showing values; 9/2/10 letter received from Van Maddox re streetlight property tax allocation; Invoice for Treasurer's time 07/01/10-09/13/10, \$255.00.

Committee/Member/Business Reports:

Station 71 Fire Chief Hale reported 7100 equipment order on hold; 7140 still needs electrical work, 5100 & 5080 good. SCBA bottles need recertifying—to contact Empire Medical. Chief Hale has a young man that needs to do community services hours and Chief Hale wants to know the protocol. Maris will contact GSRMA for directions. Rae to check for battery supplier. No new grants. Working on a list of wants & needs.

Station 67 Fire Chief MacLennan reported he would like to get on the battery order. Inventory is done. SCBA test done—PCVFD equipment is hi pressure. Mutual aid call with AVFD this week. Pulled wire from the firehouse to box. Getting ready for the Poker Run fundraiser on 9/18. Chief MacLennan asked how he accesses the petty cash fund. Rae explained and suggested that he also use Riebe's for purchases—we have an account there.

Station 71 Auxiliary Chief Hale still chairperson.

Station 67 Auxiliary Poker Run Sept. 18.

Risk Manager, Dan Guyer reported that the inventory documents have been sent to GSRMA. He will get a copy to the Secretary. There was a correction to 7140 listed as a pumper; it is a utility truck. Maris to correct.

Board Member Reports None.

ACTION ITEMS

Approval of Minutes: Moved by L. Vieira, seconded by M. Womack to approve the Minutes of the 08/25/10 Regular Meeting as submitted. **Motion passed: 3 Ayes, 0 Nays, 2 Absent, 0 Abstain, 0 Vacant.**

Approval of Treasurer's Report dated 09/06/10. Moved by M. Womack, seconded by L. Vieira to approve the report as submitted. **Motion passed: 3 Ayes, 0 Nays, 2 Absent, 0 Abstain, 0 Vacant.**



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Treasurers Report cut off date: September 6, 2010

Beginning Checking Account Balance \$ 4,380.04

Deposits

Budget Line #	Date	From:	For:	Amount
Deposits Total				\$ -

Expenditures

Budget Line #	Ck #	Date	To:	For:	Amount
6300.3	585	9/6	LN Curtis & Sons	Wildland gear Pike	\$ 163.57
6230.2	586	9/6	Solon Fire Control	Fire Hydrant hydro. Alleghany	\$ 147.75
	587	9/6	Sierra County Public Works		\$ 238.62
6350.2				Fuel Alleghany	\$ 75.58
				Fuel Pike	\$ 163.04
	588	9/6	AT&T		32.66
6172.2				Phone Alleghany	\$ 18.38
6172.3				Phone Pike	\$ 14.28
Expenditures Total					\$ 582.60

Ending Checking Account Balance \$ 3,797.44

Starting Savings account balance \$ 5,939.48

transfer to checking
 interest earned
 transfer to FUNDS

Ending Savings Account Balance \$ 5,939.48

Total Cash \$ 9,736.92

Fund account Starting Balance \$ 11,935.52

interest earned
 transfer to checking

Fund account Ending Balance see budget sheet for detail \$ 11,935.52

Pliocene Ridge CSD - History FY 06/07 -09/10

PRCS D Budget History		06-07	07-08	08-09	09-10
		Actual	Actual	Actual	Actual
INCOME	4202.1 Tax Revenue Fire	\$ 23,346.19	\$ 24,549.04	\$ 23,434.42	\$ 21,956.67
	4020.4 Tax Revenue Streetlights	\$ 4,716.14	\$ 5,042.00	\$ 5,149.00	\$ 5,142.43
	4030.1 Donations District	\$ 157.55	\$ 50.00	\$ 2,000.00	
	4030.2 Donations Alleghany	\$ 1,223.81	\$ 3,781.82		\$ 2,492.58
	4030.3 Donations Pike	\$ 4,192.29	\$ 3,946.96	\$ 11,802.00	\$ 5,411.67
	4030.4 Donations Streetlights				\$ 140.00
	4040.1 Grants District	\$ 1,000.00	\$ 999.82	\$ 1,000.50	\$ 1,000.00
	4040.2 Grants Alleghany	\$ 2,449.80	\$ 16,434.00		\$ 2,336.98
	4040.3 Grants Pike	\$ 3,992.97	\$ 3,564.37	\$ 1,573.00	\$ 3,505.43
	4060.2 Surplus Sales Alleghany				
	4060.3 Surplus Sales Pike	\$ 411.00			
	4070.2 Mutual Aid Alleghany		\$ 394.57	\$ 437.67	\$ 528.71
	4070.3 Mutual Aid Pike	\$ 6,317.40	\$ 3,953.84	\$ 10,624.74	\$ 3,513.19
	7030.1 Other Income		\$ 2,027.45	\$ 3,865.43	\$ 491.41
		Revenue Total	\$ 47,807.15	\$ 64,743.87	\$ 59,886.76
OVERHEAD EXPENSES	6170.2 Electricity Alleghany	\$ 692.49	\$ 758.61	\$ 757.55	\$ 871.47
	6170.3 Electricity Pike	\$ 1,002.74	\$ 955.29	\$ 1,010.00	\$ 991.32
	6172.2 Telephone Alleghany	\$ 491.00	\$ 491.14	\$ 563.93	\$ 315.56
	6172.3 Telephone Pike	\$ 383.04	\$ 492.29	\$ 427.07	\$ 241.55
	6174.2 Water Alleghany	\$ 375.15	\$ 396.00	\$ 399.30	\$ 399.30
	6176.2 Propane Alleghany	\$ 516.05	\$ 555.16	\$ 371.49	\$ 680.87
	6180.1 Insurance	\$ 7,963.50	\$ 8,050.00	\$ 7,555.00	\$ 7,439.00
	6230.1 Compliance/Training	\$ 35.00	\$ 98.20	\$ 122.85	\$ 1,089.78
	6250.1 postage/copies/office supplies	\$ 235.26	\$ 141.38	\$ 97.00	\$ 110.00
	6265.1 County Mgmt Fee	\$ 3,300.00	\$ 3,854.03	\$ 4,050.26	\$ 3,001.47
	6270.1 Bookkeeping				\$ 720.00
	6273.1 Auditor Fee		\$ 1,500.00		
	6275.1 Board Development Fee				
	6280.2 Solid Waste Fee Alleghany	\$ 352.68	\$ 320.70	\$ 407.70	\$ 406.70
	6280.3 Solid Waste Fee Pike	\$ 281.24	\$ 234.52	\$ 312.56	\$ 312.56
	6295.2 Building Maint. Alleghany	\$ 828.60	\$ 2,903.15	\$ 555.27	
	6295.3 Building Maint. Pike	\$ 1,413.13	\$ 58.69		
6301.1 Training Equipment					
	Other Expenses	\$ 80.11	\$ 229.72	\$ 1,570.14	\$ 10.00
	Subtotal	\$ 17,949.99	\$ 21,038.88	\$ 18,200.12	\$ 16,589.58
AVFD	6230.2 Op Compliance/Training	\$ 534.93	\$ 514.26	\$ 693.47	\$ 371.10
	6296.2 Mutual Aid Payroll		\$ 211.00	\$ 113.23	
	6300.2 Small Equipment	\$ 2,611.80	\$ 2,294.21	\$ 542.48	\$ 4,673.91
	6301.2 Equipment Repairs & Maint.			\$ 943.41	\$ 408.86
	6350.2 Fuel	\$ 541.84	\$ 508.37	\$ 266.12	\$ 211.88
	6630.2 Vehicle Repair & Maint.	\$ 2,306.80	\$ 1,268.69	\$ 658.49	\$ 284.64
	6660.2 Supplies	\$ 245.46	\$ 1,114.91	\$ 33.51	\$ 205.36
	Subtotal	\$ 6,240.83	\$ 5,911.44	\$ 3,250.71	\$ 6,155.75

PRCSD Budget History		06-07 Actual	07-08 Actual	08-09 Actual	09-10 Actual
PCVFD	6230.3 Op Compliance/Training	\$ 569.99	\$ 606.34	\$ 508.00	\$ 733.35
	6296.3 Mutual Aid Payroll	\$ 1,531.55	\$ 1,864.34	\$ 4,133.93	\$ 1,410.90
	6300.3 Small Equipment	\$ 5,656.45	\$ 8,359.11	\$ 1,329.35	\$ 7,043.83
	6301.3 Equipment Repairs & Maint.			\$ 908.04	\$ 858.95
	6350.3 Fuel	\$ 1,004.76	\$ 1,906.50	\$ 3,002.36	\$ 1,227.03
	6630.3 Vehicle Repair & Maint.	\$ 1,158.18	\$ 1,886.55	\$ 3,089.65	\$ 3,281.85
	6660.3 Supplies	\$ 1,012.34	\$ 130.75	\$ 101.95	\$ 212.97
	Subtotal	\$ 10,933.27	\$ 14,753.59	\$ 13,073.28	\$ 14,768.88
Lights	6170.4 Streetlight Expense Alleghany	\$ 5,341.15	\$ 4,574.32	\$ 3,843.95	\$ 3,849.56
	6171.4 Streetlight Expense Forest			\$ 475.03	\$ 475.63
	Lights Total	\$ 5,341.15	\$ 4,574.32	\$ 4,318.98	\$ 4,325.19
NET	Total Income Statement Expenses	\$ 40,465.24	\$ 46,278.23	\$ 38,843.09	\$ 41,839.40
	Income Statement net change	\$ 7,341.91	\$ 18,465.64	\$ 21,043.67	\$ 4,679.67
Fixed Asset	1350.2 Equipment Alleghany		\$ 14,808.00		
	1350.3 Equipment Pike			\$ 5,550.75	
	1370.2 Vehicles Alleghany			\$ 2,000.00	
	1370.3 Vehicles Pike	\$ 2,000.00		\$ 16,000.00	
	Fixed Assets Expenditures total	\$ 2,000.00	\$ 14,808.00	\$ 23,550.75	
Balance Sheet					
2000.1	Accounts Payable			\$ (8,417.60)	\$ 2,012.93
FUNDS (details on separate sheet)					
	Fund Additions		\$ 2,193.07	\$ 6,741.46	3,730.47
	Fund Withdrawals			\$ (2,000.00)	\$ (2,769.57)
	Net Fund Balance Changes	\$ -	\$ 2,193.07	\$ 4,741.46	\$ 960.90
	Net change	\$ 5,341.91	\$ 1,464.57	\$ 1,169.06	\$ 1,705.84
Fund balances at end of each year					
FUNDS	Audit Fund			\$ 800.00	\$ 1,600.00
	Streetlight Fund	\$ (601.68)	\$ (134.00)	\$ 696.02	\$ 1,083.68
	PCVFD Building Fund	\$ 3,094.49	\$ 4,165.52	\$ 7,410.93	\$ 8,199.27
	PCVFD Vehicle Fund	\$ 1,547.25	\$ 2,082.77	\$ 1,705.47	\$ 293.81
	AVFD Building Fund		\$ 79.23	\$ 241.45	\$ 439.74
	AVFD Vehicle Fund		\$ 39.62	\$ 120.73	\$ 319.02
	Total Funds			\$ 10,974.60	\$ 11,935.52

PRCS Budget Worksheet Presented

9/15/10 No. action Taken	10-11		ADJ Per		NOTES
	Prelim. Adopt 6/16	Most recent data			
4202.1 Tax Revenue Fire	\$ 21,500.00	\$ 21,988.00			Per Sierra County auditor, Van Maddox
4202.4 Tax Revenue Streetlights	\$ 5,142.00	\$ 5,123.00			This revenue strictly for streetlights, any remainder to FUND
4030.1 Donations District					
4030.2 Donations Allegheny	\$ 500.00	\$ 646.00			Donated for CPR Mannequins
4030.3 Donations Pike	\$ 3,813.00	\$ 3,813.00			CDF Grant \$1,800 and payment on truck 2012 93
4030.4 Donations Streetlights	\$ 140.00	\$ 140.00			Have pledges for this amount
4040.1 Grants District	\$ 1,000.00	\$ 250.00			Training Grant available from GSRMA, apply to Compliance Exp.
4040.2 Grants Allegheny					
4040.3 Grants Pike	\$ 1,800.00	\$ 1,800.00			CDF grant already submitted
4060.2 Surplus Sales Allegheny					
4060.3 Surplus Sales Pike					
4070.2 Mutual Aid Allegheny					
4070.3 Mutual Aid Pike	\$ 2,000.00				None so far and fire season is almost over.
7030.1 Other Income					
Revenue Total	\$ 35,895.00		\$ 33,740.00		Anticipated Income
OVERHEAD EXPENSES					
6170.2 Electricity Allegheny	\$ 850.00	\$ 850.00			
6170.3 Electricity Pike	\$ 1,000.00	\$ 1,000.00			
6172.2 Telephone Allegheny	\$ 300.00	\$ 300.00			
6172.3 Telephone Pike	\$ 240.00	\$ 240.00			
6174.2 Water Allegheny	\$ 396.00	\$ 396.00			
6176.2 Propane Allegheny	\$ 700.00	\$ 700.00			
6180.1 Insurance	\$ 7,500.00	\$ 9,443.00			Actual amount paid in new column.
6230.1 Compliance/Training	\$ 100.00	\$ 100.00			
6250.1 postage/copies/office supplies	\$ 248.00	\$ 248.00			
6265.1 County Mgmt Fee	\$ 3,300.00	\$ 3,300.00			
6270.1 Bookkeeping	\$ 750.00	\$ 750.00			Very bare mimimum has been donating hours.
6273.1 Auditor Fee	\$ 800.00	\$ 800.00			This balance goes to Fund at year-end, not reflected below since it is here.
6275.1 Board Development Fee					
6280.2 Solid Waste Fee Allegheny	\$ 408.00	\$ 408.00			
6280.3 Solid Waste Fee Pike	\$ 313.00	\$ 313.00			
6295.2 Building Maint Allegheny					
6295.3 Building Maint Pike					
6301.1 Training Equipment	\$ 1,000.00				CPR mannequins AVFD donated, added to AVFD small equip.
Other Expenses					
Subtotal	\$ 17,905.00		\$ 18,848.00		Total overhead expenses for District
Station 71					
6230.2 Op Compliance/Training	\$ 1,000.00	\$ 500.00			title 22 class & fire Ext. hydro stat. ropes?
6296.2 Mutual Aid Payroll					
6300.2 Small Equipment	\$ 500.00	\$ 500.00			CPR mannequins, \$ donated by AVFD
6301.2 Equipment Repairs & Maint.	\$ 500.00	\$ 500.00			
6350.2 Fuel	\$ 500.00	\$ 500.00			
6630.2 Vehicle Repair & Maint.	\$ 700.00	\$ 500.00			
6660.2 Supplies	\$ 200.00	\$ 200.00			
Subtotal	\$ 2,900.00		\$ 2,847.00		Allegheny Department Operational Expenses

	Prelim	New Data	
6230.3 Up Compliance/Training	\$ 600.00	\$ 600.00	is this enough for Fire Ext. and SCBAS?
6296.3 Mutual Aid Payroll	\$ 1,000.00		No payroll anticipated at this time.
6300.3 Small Equipment	\$ 3,600.00	\$ 3,600.00	
6301.3 Equipment Repairs & Maint	\$ 500.00	\$ 500.00	
6350.3 Fuel	\$ 1,000.00	\$ 800.00	lowerd this because of less mutual aid calls to Campionville for medicals?
6630.3 Vehicle Repair & Maint	\$ 700.00	\$ 700.00	
6660.3 Supplies	\$ 200.00	\$ 200.00	
Subtotal	\$ 7,600.00	\$ 6,400.00	Pike Department Operational Expenses

	Prelim	New Data	
6170.4 Streetlight Expense Alleghany	\$ 3,960.00	\$ 3,960.00	
6171.4 Streetlight Expense Forest	\$ 492.00	\$ 492.00	
Lights Total	\$ 4,452.00	\$ 4,452.00	Streetlights Total Expense
Total Income Statement Expenses	\$ 32,857.00	\$ 32,547.00	P & L Statement (Profit and Loss) is another name for Income statement.
Income Statement net change	\$ 3,038.00	\$ 1,193.00	Revenue, less expenses, but there's more to account for, see below.

Fixed Assets		
1350.2 Equipment Alleghany		
1350.3 Equipment Pike		
1370.2 Vehicles Alleghany		
1370.3 Vehicles Pike		
Fixed Assets Expenditures total	\$ -	

Balance Sheet Changes		
Accounts Receivable (AR)	\$ 5,843.00	CDF Grant from last year hasn't been paid yet this is INCOME
2000.1 Accounts Payable (AP)	\$ 2,013.00	\$ 6,706.80 Truck payment Pike, plus CDF Grant \$ owed back to auxiliaries.

FUNDS (details on separate sheet)		
Fund Additions	\$ 1,580.00	811.00 Audit amount of \$800 included in expenses above, not here. Per Maris
Fund Withdrawals	\$ (565.00)	(564.00) County admin. fee to Streetlights
Net Fund Balance Changes	\$ 1,015.00	(Only anticipated changes are to streetlight fund, as reflected here)
Net change	\$ 10.00	82.20 Equals Net income, Plus AR, Minus AP & Minus transfer to Funds

Fund balances projected to end of year	Prelim adopt 6/16	Based on current data
Audit Fund	\$ 2,400.00	\$ 2,400.00 Includes \$800 to be added at year-end.
Streetlight Fund	\$ 654.75	\$ 1,330.68 1,083.68 actual previous year-end + 247 projected for this year
PCVFD Building Fund	\$ 8,574.27	\$ 8,199.27 Actual FY 09/10 end balance, do not anticipate any additions
PCVFD Vehicle Fund	\$ 668.81	\$ 293.81 Actual FY 09/10 end balance, do not anticipate any additions
AVFD Building Fund	\$ 439.02	\$ 439.74 Actual FY 09/10 end balance, do not anticipate any additions
AVFD Vehicle Fund	\$ 319.02	\$ 319.02 Actual FY 09/10 end balance, do not anticipate any additions
Total Funds	\$ 13,055.87	\$ 12,982.52

Rae Bell Arbogast
P.O. Box 919
Alleghany, CA 95910
530-287-3454

Mario's copy

Date	Invoice #
9/15/2010	R2010-14

Bill To
Pliocene Ridge CSD 100 Pike City Rd. Pike City, CA 95960

CK# 589

9/15/10

6270.1

Quantity	Description	Price Each	Amount
17	Bookkeeping hours 1st 1/4 FY 10/11	\$15.00	\$255.00
Total			\$255.00

Date	Start	Stop	Hours	donated	Notes
7/28/2010					
8/21/2010	3:00	4:30	1.5	1	W2/c filing for IRS and quarterly tax form for state
8/22/2010	9:30	1:00	3	0.5	Year-end entries, July bill posting and bank reconciliation
	1:00	4:00	2	1	Depreciation calculation and new worksheet.
8/24/2010	3:30	6:30		3	Inventory worksheet
9/6/2010	11:00	1:00	2		bills, t report, budget history, QB postings
	1:30	6:00	4.5		Physical inventory update
	8:00	9:00		1	Physical inventory update
9/13/2010	8:30	10:30	2		Budget Update
	11:00	12:30	1.5		State controller's report
	1:30	2:00	0.5		State controller's report
			17	6.5	

Inv. # 2010-14



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 15, 2010, 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 in 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 are 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 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: M. Womack
- B. Committee/Member/Business Reports:
 1. Station 71 Fire Chief Hale
 2. Station 67 Fire Chief McLennan
 3. Station 71 Auxiliary
 4. Station 67 Auxiliary
 5. Risk Manager, Dan Guyer
 6. Board Member Reports

V ACTION ITEMS

- A. Approval of Minutes 08/25/10 Regular Meeting
- B. Approval of Treasurer's Report dated 09/06/10
- C. Unfinished Business:
 1. Station 67 Facilities Use: Pam Davis, tutoring student
 2. Ambulance Shed Update
- D. New Business
 1. Physical Inventory
 2. Annual Board Review of Risk Management Program & Loss Prevention
Incentive Report: D. Guyer
 3. Appoint Risk Management/Safety Committee
 4. Board Training Schedule
 5. Disk back ups

VI NEXT MEETING AGENDA ITEMS: Verify PCVFD #6780 payment, Budget Adoption Status

VII ANNOUNCEMENTS

The next regular meeting will be Wednesday, October 20, 2010 6:30pm, Station 71 Alleghany

VIII ADJOURNMENT