



MINUTES of the Regular Meeting of the Pliocene Ridge CSD Board of Directors

Date: Wednesday March 21, 2018

Location: Pike City Firehouse 100 Pike City Road

1. Call to order: The meeting was called to order at 6:35 pm by President Wayne Babros. Board members present: Wayne Babros, Daniel Guyer, Gracie Knowles and Chris Mills. Director Bruce Coons was absent. Also present were Pike City Assistant Chiefs Jim Buckbee & Tom Starr and Alleghany Assistant Chiefs David Arbogast and Ned Cusato, PCVFD auxiliary President Roland Robertson and AVFD auxiliary Chairman Bob Hale & Secretary Vicky Tenney. Pliocene Ridge CSD Secretary Rae Bell Arbogast was present and took the minutes. Flag Salute.

2. APPROVAL OF THE AGENDA: A motion was made by Daniel Guyer to approve the agenda, 2nd by Chris Mills. **4 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant, Motion carried.**

3. PUBLIC COMMENT: None

4. INFORMATION/DISCUSSION ITEMS

a) Correspondence: Incoming Form 700s sent by Sierra County Clerk Recorder's Office for Board Members and Officers to fill out, Tickets from Disney resort along with a letter explaining forms that would have to be filled out if the tickets were accepted **Outgoing** None.

b) Committee/Member/Business Reports:

1. Alleghany Assistant Chiefs Arbogast and Cusato reported that there were no emergency calls since the February meeting. The extrication training on March 11th was well-attended and went well. Engine 7181 was taken to Pike for the training and it was noted that one of the brake-light/turn signals was out. A new one has been purchased. Two firefighters from Alleghany are attending the Operator's 1A class in Camptonville. They are still doing the equipment inventory. On February 28th a person walking past Station 1 heard water running and reported it. David discovered that the faucet on the back of the West side of the building was wide open. The water usage for February was 22,000 gallons which added an extra \$42 to the monthly \$40 flat rate, for an \$82 bill. Wayne requested that the Secretary look into asking for debt forgiveness from the water district.

2. Pike City Assistant Chiefs Buckbee & Starr reported that the joint extrication training went really well. Jim requested that the Secretary send Sharon Dojiba a thank you card for donating the car that was used. They ended up cancelling a couple of their trainings in February due to the bad weather. They are not finished with the equipment inventory yet. They are getting ready to put the new light pole up outside the firehouse.

3. AVFD Auxiliary Chairman Bob Hale reported that their membership drive is ongoing.

4. PCVFD Auxiliary President Roland Robertson reported that the March newsletter is almost formulated. Things have been pretty quiet with all of the bad weather.

5. Risk Manager Report: Daniel Guyer reported that The Risk Management Assessment Program (RAMP) application was submitted timely. The insurance company has sent a follow-up request for documentation which will be completed ASAP.

6. *Board Member/Staff reports:* Rae Bell reported that she is in the process of scanning ALL of the district's minute books and has made a page on the district website to post them. This will provide off-site storage for all of the minutes and make them easy to access. Most of the minute books are currently in Alleghany in the Old School Gym where she is storing them while they are being scanned.

7. *Standing Committee Reports: Streetlights:* No further update since the last meeting.

5. ACTION ITEMS

a) *Approval of regular meeting minutes* dated February 21, 2018. Motion to approve the minutes with one correction made by Daneil Guyer 2nd Chris Mills. **4 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant, Motion carried.**

b) *Approval of treasurer's report* for the month of February 2018: motion made by Gracie Knowles 2nd by Chris Mills. **4 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant, Motion carried.**

c) *Unfinished Business*

1. *Ongoing Policy & Procedure review/update:* A mark-up copy of Policies 1000 through 1450 was included in the meeting packets with suggested changes and a mark-up Copy of Article II from the Bylaws was handed out at the meeting (both attached to these minutes). After going over the suggested changes it was decided to delete Policy 1200 Telecommunications and to come back to Policy 1350 Positions/Duties at a later date. A motion to make all suggested changes as included in the packet with the two exceptions noted above was made by Daniel Guyer 2nd Chris Mills **4 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant, Motion carried.**

2. *Regarding the Alleghany Firehouse project:* Rae Bell reported that she had not heard back from the Health Dept. about the location of the Septic Tank. Wayne Babros reported that he helped put it in and he knows its approximate location.

Regarding the bathroom (not part of current project, but planned as a future project) Daniel Guyer reported that a 7'4" square area is enough room to create an ADA compliant bathroom. Since the last meeting Mark Jokerst was consulted on this topic and he stated that he is NOT an expert on ADA compliance for Public Buildings. Vicky Tenney reported that Burns Tenney is an expert and he is willing to act as a consultant regarding the ADA compliance for the bathroom. It was noted that even though the bathroom is not part of the current project it makes sense to look at the bathroom access in conjunction with the walkway project.

3. *Regarding the Pike Firehouse projects:* Roland Robertson reported that the welder has the staircase tacked together. It is so large that he cannot work on it inside so the bad weather has slowed progress. Once the weather clears up long enough it should not take long for them to finish it. Things will have to dry out before it can be installed. Grace Knowles asked when that would be and Roland stated "Five or six days after it quits raining and the sun comes out".

No report on the Lift Project.

4. *Dispatch Office in Alleghany:* No report.

5. *Tree removal at Station 1 in Alleghany:* Rae Bell reported that Tom Roth is waiting for the weather to improve and for the snow to melt before he can come cut the trees. The firefighter who was cutting the small trees along the side of the building requested that it be reported that he did have his fire dept. radio on his person at all times while he was working alone.

d) *New Business*

1. *CDF 50/50 Firefighter's Assistance Grant for FY 18/19* The application period is open. Applications are due by May 11th.

NEXT MEETING AGENDA ITEMS

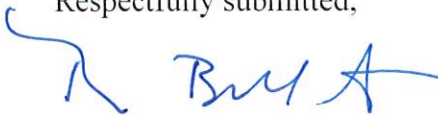
The next regular meeting is scheduled for April 18, 2018 at the Alleghany Firehouse 6:30 pm.

ANNOUNCEMENTS None

ADJOURNMENT:

There being no further business before the board the meeting was adjourned at 7:25 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: 3/21/18

In the following location(s):

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

On 3/16/18 (date) - Bulletin Board ? Alleghany F.H.
3/18/18 emailed to agenda list ? posted in Pike (due to power outage in Alleghany)

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

Signed under penalty of perjury: X

Rae Bell Arbogast
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 March 21, 2018 6:30 pm Pike City Firehouse 100 Pike City Rd.

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE
2. APPROVAL OF AGENDA
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. Station 71 Auxiliary
 4. Station 67 Auxiliary
 5. Risk Manager Report
 6. Board Member/Staff Reports
 7. Standing Committee Reports: Streetlight, Budget, Safety
5. ACTION ITEMS:
 - a) Approval of Minutes for meeting date February 21, 2018.
 - b) Approval of treasurer's report for February 2018.
 - c) Unfinished business:
 1. Ongoing Bylaws & Policy review and/or update: mark-up copy of Policy 1000 thru 1450 included in packets.
 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
 - d) New business
 1. CDF 50/50 grant application period open for 2019.
6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~
Next Regular meeting April 18th, 2018 in ~~Alleghany~~ ^{Pike} 6:30 pm.
7. ADJOURNMENT



Pliocene Ridge Community Services District

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

Treasurers Report cut off date: February 28, 2018

			Beginning Checking Account Balance	\$	4,967.88
			Incoming		
			Outgoing	\$	1,588.91
			Ending Checking Account Balance	\$	3,378.97
			Starting Savings account balance	\$	19,792.62
			Incoming		
			Outgoing		
			Ending Savings Account Balance	\$	19,792.62
Reserve Balances			General Fund (accounts listed above) Total	\$	23,171.59
Unallocated	Contingency	\$ 24,500.00	Reserve account Starting Balance		
Unallocated	Alleghany Fire	\$ 2,700.00			
Unallocated	Pike City Fire	\$ 5,100.00	\$	47,594.07	
Allocated	Streetlights	\$ 1,609.40	Incoming		
Allocated	Pike City Firehouse	\$ 2,308.14	Outgoing		
Allocated	Pike City Engines	\$ 3,107.91	Reserve account Ending Balance	\$	47,594.07
Allocated	Alleghany Firehouses	\$ 822.37	Total ALL FUNDS		
Allocated	Alleghany Engines	\$ 7,446.25			
	Interest Earned		\$	70,765.66	
	Total	\$ 47,594.07			

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

8:03 PM
03/14/18

**Pliocene Ridge Community Services District
Reconciliation Detail
1000.1 - West America Checking, Period Ending 02/28/2018**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,075.85
Cleared Transactions						
Checks and Payments - 7 items						
Liability Check	01/31/2018	699	United States Treas...	X	-76.83	-76.83
Check	01/31/2018	2465	Edward Cusato	X	-15.57	-92.40
Check	01/31/2018	2466	James D Buckbee	X	-15.57	-107.97
Bill Pmt -Check	02/14/2018	2470	Suburban	X	-125.54	-233.51
Bill Pmt -Check	02/14/2018	2469	Riebes Auto	X	-109.86	-343.37
Bill Pmt -Check	02/14/2018	2468	Bound Tree Medical	X	-82.72	-426.09
Bill Pmt -Check	02/14/2018	2467	AT&T	X	-37.49	-463.58
Total Checks and Payments					-463.58	-463.58
Total Cleared Transactions					-463.58	-463.58
Cleared Balance					-463.58	4,612.27
Uncleared Transactions						
Checks and Payments - 5 items						
Bill Pmt -Check	02/27/2018	eft	Credit Card WA Bank		-265.51	-265.51
Bill Pmt -Check	02/28/2018	eft	PG&E		-547.72	-813.23
Bill Pmt -Check	02/28/2018	2473	Real Graphic		-281.88	-1,095.11
Bill Pmt -Check	02/28/2018	2472	House		-100.58	-1,195.69
Bill Pmt -Check	02/28/2018	2471	AT&T		-37.61	-1,233.30
Total Checks and Payments					-1,233.30	-1,233.30
Total Uncleared Transactions					-1,233.30	-1,233.30
Register Balance as of 02/28/2018					-1,696.88	3,378.97
Ending Balance					-1,696.88	3,378.97

Bank Statement bal 27 ce

2/28/18 Actual Balance



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
 02/28/18 31
 ITEMS ENCLOSED PAGE
 0 1
 YEAR-TO-DATE INTEREST

PREVIOUS BALANCE	CHECKS AND WITHDRAWALS	DEPOSITS AND CREDITS	INTEREST MINUS CHARGES	NEW BALANCE
5,075.85	NUMBER 7 AMOUNT 463.58	NUMBER 0 AMOUNT .00	.00	4,612.27

ACCOUNT ACTIVITY

SMALL BUSINESS CHECKING

28 DAYS THIS CYCLE

CHECKS					
ITEM	DATE	AMOUNT	ITEM	DATE	AMOUNT
0699	02/06	76.83	2468	02/21	82.72
2465*	02/13	15.57	2469	02/20	109.86
2466	02/21	15.57	2470	02/21	125.54
2467	02/21	37.49			

* INDICATES GAP IN CHECK SEQUENCE

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BALANCE SUMMARY

DATE	BALANCE
PREVIOUS BALANCE	
01/31	5,075.85
02/06	4,999.02
02/13	4,983.45
02/20	4,873.59
02/21	4,612.27
NEW BALANCE	
02/28	4,612.27

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	PAYMENTS AND CREDITS	INTEREST CHARGED	FEES CHARGED	NEW BALANCE
	NUMBER AMOUNT	NUMBER AMOUNT			

LINE OF CREDIT CREDIT AVAILABLE ANNUAL PERCENTAGE RATE DAILY PERIODIC RATE PAYMENT + PAYMENT = 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 Community Services District
Journal
February 2018**

8:20 PM
03/14/18

Type	Date	Num	Name	Memo	Account	Debit	Credit
Bill	02/01/2018	1097	Credit Card WA Bank	STAPLES receipt for Phone for Station 67	2000.1 · Accounts Payable		43.19
			Credit Card WA Bank	Staples receipt for phone	8300 · Small Equipment Pike City	43.19	
Bill	02/12/2018	145689	Credit Card WA Bank	Mountain Recreation	2000.1 · Accounts Payable		35.59
			Credit Card WA Bank	Kong anchor for ropes gear	7300 · Small Equipment Alleghany	35.59	
Bill Pmt -Check	02/14/2018	2467	AT&T	6172.2 or 3	1000.1 · West America Checking		37.49
			AT&T	6172.2 or 3	2000.1 · Accounts Payable	37.49	
Bill Pmt -Check	02/14/2018	2468	Bound Tree Medical	210250	1000.1 · West America Checking		82.72
			Bound Tree Medical	210250	2000.1 · Accounts Payable	82.72	
Bill Pmt -Check	02/14/2018	2469	Riebes Auto	2303	1000.1 · West America Checking		109.86
			Riebes Auto	2303	2000.1 · Accounts Payable	109.86	
Bill Pmt -Check	02/14/2018	2470	Suburban		1000.1 · West America Checking		125.54
			Suburban		2000.1 · Accounts Payable	125.54	
Bill	02/21/2018	ebay	Credit Card WA Bank	scene lights for 6780	2000.1 · Accounts Payable		35.72
			Credit Card WA Bank		8300 · Small Equipment Pike City	35.72	
Bill Pmt -Check	02/27/2018	left	Credit Card WA Bank		1000.1 · West America Checking		265.51
			Credit Card WA Bank		2000.1 · Accounts Payable	265.51	
Bill	02/28/2018	021318	PG&E		2000.1 · Accounts Payable		547.72
			PG&E		6170.2 · PG&E Alleghany	103.73	
			PG&E		6170.3 · PG&E Pike City	107.21	
			PG&E		9170.4 · PG&E Streetlights Alleghany	315.12	
			PG&E		9171.4 · PG&E Streetlights Forest City	21.66	
Bill Pmt -Check	02/28/2018	eft	PG&E		1000.1 · West America Checking		547.72
			PG&E		2000.1 · Accounts Payable	547.72	
Bill	02/28/2018	84414	House of Print	inventory ID labels 1,000 were only \$18 more than 500	2000.1 · Accounts Payable		100.58
			House of Print		6250.1 · Postage, copies & office supply	100.58	

Pliocene Ridge Community Services District
Journal
February 2018

Bill	02/28/2018	1021718	Real Graphic				100.58	100.58
			Real Graphic	four 18 inch square reflective aluminum signs \$40.50 each	2000.1 · Accounts Payable		105.00	281.88
			Real Graphic	decals for vehicles and volunteers	6275.1 · Public Relations		88.44	
			Real Graphic	decals for vehicles and volunteers	7660 · Supplies Alleghany		88.44	
					8660 · Supplies Pike City		281.88	281.88
Bill	02/20/2018	10963889	AT&T		2000.1 · Accounts Payable		18.80	37.61
			AT&T		6172.2 · Telephone Alleghany		18.81	
			AT&T		6172.3 · Telephone Pike		37.61	37.61
Bill Pmt -Check	02/28/2018	2471	AT&T		1000.1 · West America Checking		37.61	37.61
			AT&T	6172.2 or 3	2000.1 · Accounts Payable		37.61	
				6172.2 or 3				
Bill Pmt -Check	02/28/2018	2472	House of Print		1000.1 · West America Checking		100.58	100.58
			House of Print		2000.1 · Accounts Payable		100.58	100.58
Bill Pmt -Check	02/28/2018	2473	Real Graphic		1000.1 · West America Checking		281.88	281.88
			Real Graphic		2000.1 · Accounts Payable		281.88	281.88
TOTAL							2,671.20	2,671.20

Pliocene Ridge Community Services District
Profit & Loss Budget vs. Actual
 July 1, 2017 through March 14, 2018

This interim financial report is for
 managerial purposes only.
 It may not include certain routine
 accruals and adjustments.

	Jul 1, '17 ...	Budget	\$ Over B...	% of Bud...
Ordinary Income/Expense				
Income				
4020.1 · Tax Revenue Fire	13,727.42	25,000.00	-11,272.58	54.9%
4030.1 · Donations Income				
4030.2 · Donations Alleghany	473.97	549.00	-75.03	86.3%
4030.3 · Donations Pike City	0.00	3,246.00	-3,246.00	0.0%
4030.1 · Donations Income - Other	90.00	0.00	90.00	100.0%
Total 4030.1 · Donations Income	563.97	3,795.00	-3,231.03	14.9%
4040.1 · Grant Income				
4040.2 · Grants Alleghany	0.00	549.00	-549.00	0.0%
4040.3 · Grants Pike City	0.00	3,246.00	-3,246.00	0.0%
Total 4040.1 · Grant Income	0.00	3,795.00	-3,795.00	0.0%
4070 · EMS - Income	0.00	2,250.00	-2,250.00	0.0%
4071 · Mutual Aide Income				
4071.3 · Mutual Aid Income- Pike City	1,800.00	0.00	1,800.00	100.0%
4071 · Mutual Aide Income - Other	450.00	0.00	450.00	100.0%
Total 4071 · Mutual Aide Income	2,250.00	0.00	2,250.00	100.0%
4080 · Interest Income	9.67	0.00	9.67	100.0%
Total Income	16,551.06	34,840.00	-18,288.94	47.5%
Gross Profit	16,551.06	34,840.00	-18,288.94	47.5%
Expense				
6000 · FIRE SERVICES OVERHEAD				
6170.1 · PG&E				
6170.2 · PG&E Alleghany	544.14	856.00	-311.86	63.6%
6170.3 · PG&E Pike City	566.05	1,500.00	-933.95	37.7%
Total 6170.1 · PG&E	1,110.19	2,356.00	-1,245.81	47.1%
6172.1 · Telephone				
6172.2 · Telephone Alleghany	149.15	216.00	-66.85	69.1%
6172.3 · Telephone Pike	149.15	216.00	-66.85	69.1%
Total 6172.1 · Telephone	298.30	432.00	-133.70	69.1%
6174.1 · Water				
6174.2 · Water Alleghany	480.00	480.00	0.00	100.0%
Total 6174.1 · Water	480.00	480.00	0.00	100.0%
6176.1 · Propane				
6176.2 · Propane Alleghany	125.54	0.00	125.54	100.0%
6176.1 · Propane - Other	0.00	375.00	-375.00	0.0%
Total 6176.1 · Propane	125.54	375.00	-249.46	33.5%
6180.1 · Insurance				
6185.1 · Liability Insurance	1,007.00	0.00	1,007.00	100.0%
6190.1 · Vehicle Insurance	438.00	0.00	438.00	100.0%
6193.1 · Property Insurance	1,037.00	0.00	1,037.00	100.0%
6195.1 · Work Comp	1,830.00	0.00	1,830.00	100.0%
6180.1 · Insurance - Other	32.00	4,219.00	-4,187.00	0.8%
Total 6180.1 · Insurance	4,344.00	4,219.00	125.00	103.0%
6230.1 · Fees/Compliance/Training	219.50	150.00	69.50	146.3%
6250.1 · Postage, copies & office supply	234.96	250.00	-15.04	94.0%
6265.1 · County Administration Fee	2,804.97	2,400.00	404.97	116.9%
6270.1 · Secretary/Treasurer	1,200.00	2,400.00	-1,200.00	50.0%
6273.1 · Auditor Fees	2,500.00	2,500.00	0.00	100.0%
6275.1 · Public Relations	405.00	430.00	-25.00	94.2%

Pliocene Ridge Community Services District
Profit & Loss Budget vs. Actual
July 1, 2017 through March 14, 2018

This interim financial report is for managerial purposes only. It may not include certain routine accruals and adjustments.

	Jul 1, '17 ...	Budget	\$ Over B...	% of Bud...
6280.1 · Property Assessments				
6280.2 · Solid Waste Fee Alleghany	116.90	117.00	-0.10	99.9%
6280.3 · Solid Waste Fee Pike City	140.28	141.00	-0.72	99.5%
Total 6280.1 · Property Assessments	257.18	258.00	-0.82	99.7%
6295.1 · Building Repairs & Maint.				
6295.2 · Building Rep & Maint Alleghany	0.00	2,000.00	-2,000.00	0.0%
6295.3 · Buildings Rep. & Maint. Pike Ci	7,277.32	7,000.00	277.32	104.0%
Total 6295.1 · Building Repairs & Maint.	7,277.32	9,000.00	-1,722.68	80.9%
6296.1 · Payroll Expense- Mutual Aide	-45.71	0.00	-45.71	100.0%
Total 6000 · FIRE SERVICES OVERHEAD	21,211.25	25,250.00	-4,038.75	84.0%
7000 · ALLEGHANY FIRE OPERATIONAL				
7230 · Compliance Alleghany	198.50	600.00	-401.50	33.1%
7300 · Small Equipment Alleghany	1,263.13	1,698.00	-434.87	74.4%
7301 · Equip. repair/maint. Alleghany	504.50	800.00	-295.50	63.1%
7350 · Fuel Alleghany	127.39	750.00	-622.61	17.0%
7630 · Vehicle Rep. & Maint. Alleghany				
7632 · 7100 Repair & Maint.	128.52	0.00	128.52	100.0%
7630 · Vehicle Rep. & Maint. Alleghany - Other	12.95	1,000.00	-987.05	1.3%
Total 7630 · Vehicle Rep. & Maint. Alleghany	141.47	1,000.00	-858.53	14.1%
7660 · Supplies Alleghany	124.88	250.00	-125.12	50.0%
7000 · ALLEGHANY FIRE OPERATIONAL - Other	54.01	0.00	54.01	100.0%
Total 7000 · ALLEGHANY FIRE OPERATIONAL	2,413.88	5,098.00	-2,684.12	47.3%
8000 · PIKE CITY FIRE OPERATIONAL				
8230 · Compliance Pike City	275.35	600.00	-324.65	45.9%
8300 · Small Equipment Pike City	102.75	7,492.00	-7,389.25	1.4%
8301 · Equip. repair/maint. Pike City	0.00	800.00	-800.00	0.0%
8350 · Fuel Pike City	367.76	750.00	-382.24	49.0%
8630 · Vehicle Rep. & Maint. Pike City				
8639 · 6790 Repairs & Maint.	95.39	0.00	95.39	100.0%
8640 · 6740 Repairs and Maint	155.53	0.00	155.53	100.0%
8630 · Vehicle Rep. & Maint. Pike City - Other	11.99	1,000.00	-988.01	1.2%
Total 8630 · Vehicle Rep. & Maint. Pike City	262.91	1,000.00	-737.09	26.3%
8660 · Supplies Pike City	88.44	250.00	-161.56	35.4%
Total 8000 · PIKE CITY FIRE OPERATIONAL	1,097.21	10,892.00	-9,794.79	10.1%
Total Expense	24,722.34	41,240.00	-16,517.66	59.9%
Net Ordinary Income	-8,171.28	-6,400.00	-1,771.28	127.7%
Other Income/Expense				
Other Income				
9020.4 · Tax Revenue Street Lights	2,802.11	5,287.00	-2,484.89	53.0%
Total Other Income	2,802.11	5,287.00	-2,484.89	53.0%
Other Expense				
9170.4 · PG&E Streetlights Alleghany	1,221.50	4,400.00	-3,178.50	27.8%
9171.4 · PG&E Streetlights Forest City	127.16	276.00	-148.84	46.1%
9180.4 · County Management Fee SL	475.83	460.00	15.83	103.4%
Total Other Expense	1,824.49	5,136.00	-3,311.51	35.5%
Net Other Income	977.62	151.00	826.62	647.4%
Net Income	-7,193.66	-6,249.00	-944.66	115.1%



Pliocene Ridge Community Services District

100 Pike City Road
Pike City, CA 95960

plioceneridge.org

plioceneridge@gmail.com

MEMO

Date: 3/12/18

To: Board of Directors – all interested parties

From: Rae Bell, Secretary

RE: Policy Mark-up

I am working my way through the Policies and Procedures from start to finish and providing recommended changes to be considered by the Board at the regular meetings.

This was partly triggered by the fact that our insurance company is asking for a personnel policy handbook (which we don't have as a "stand-alone" document). They also are asking for copies of various policies that they consider important at various times of the year, mostly for the Risk Management Assessment Program (for "points" towards a refund on our policy premium).

The goal is to re-organize what we have into a more user-friendly format, including a personnel policy handbook. (We might give it a different name incorporating the word "Volunteer")

My approach is to clean up the policies before re-organizing them. This is why I started with the Bylaws last November.

Attached is the next section that is ready for the board to consider.

Yellow = Suggested new text ~~Crossed-out~~ = suggested deletions **Blue** = My comments

VISION STATEMENT

The District is a partnership of people dedicated to enhancing the quality of life in Pliocene Ridge through leadership in the progressive development of community services. The District shall respect its heritage and natural resources while it strives to protect lives, property, and the environment. from natural and man-made disasters.

MISSION STATEMENT

~~Its mission,~~ to provide the level of services supported by the community in the areas of fire protection, emergency medical, search and rescue, parks and recreation, and street lighting, shall also provide opportunities to develop a community identity that recognizes the shared mutual pride of home, family, and government. ~~I really don't like this section but others do and the rest seems more important right now. I think both statements could be more concise.~~

Pliocene Ridge Community Services District ORGANIZATION Policy 1050

~~This was where the non-discrimination and affirmative action stuff was that was repealed when Maris was still Secretary. Including AR 1050 I took it out.~~

Pliocene Ridge Community Services District ORGANIZATION Policy 1100

~~APPEARING BEFORE THE BOARD OF DIRECTORS.~~ ~~We don't really need this in my opinion. The agenda has a place for public comment and explains what it is. It is up the Chair to maintain an orderly meeting. The paragraphs about boisterous conduct & complaints could be incorporated into the meeting section of bylaws if we want to keep them.~~

~~The Board recognizes the need to establish a procedure for individuals and organizations to have the opportunity to present statements and/or information to the Board.~~

~~"PUBLIC COMMENT" section of the Agenda shall be designated for any comment/statement that is not agendized. There shall be no response by the Board to any information presented in this format. A maximum of five (5) minutes shall be allowed for each subject.~~

~~To agendize an item for Board discussion and/or action, the item must be submitted in writing to the Secretary ten (10) days in advance of the scheduled meeting date.~~

~~No matter which is legally a proper subject for consideration by the Board in closed session will be accepted under this policy.~~

~~No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination by the Chairperson of person's privilege to remain within the hearing, meeting, or workshop.~~

~~No oral presentation shall include charges or complaints against any District employee, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify. All complaint shall be directed to the Board in writing~~

NEPOTISM

It is the policy of Pliocene Ridge Community Services District to seek the best possible candidates through appropriate search procedures. There shall be no bars to appointment of close relatives in any staff category in the same or different departments so long as the following standard is met:

No Board member, department head or employee shall vote, make recommendations, or in any way participate in decisions about any personnel matter which may directly affect the selection, appointment, promotion, termination, other employment status, or interest of a close relative.

For the purpose of this policy, "close relative" is defined as husband, wife, mother, father, son, daughter, sister, or brother.

When an individual is considered for appointment in a department in which an immediate family member is already assigned, review of this fact shall be required at all appointing levels. The objective of this review shall be to assure equity to all members of the department.

TELECOMMUNICATIONS

Do we need this section?

The purpose of this policy is to establish procedures for Board Member receipt of and response to emails from the public.

Use of email over PRCSD Network

N/A

~~Email through the PRCSD's computer network is a business communications tool and all Board Members are obliged to use this tool in a responsible, effective and lawful manner. Although by its nature, email seems to be less formal than other written communication, it is governed by the same laws that apply to written business communications. Therefore, it is important that Board members are aware of the legal risks of email and that the user and the PRCSD can be held liable if:~~

- ~~1. you send or forward email with any libelous, defamatory, offensive, racist, sexually explicit, profane, harassing, obscene or otherwise unlawful content;~~
- ~~2. you unlawfully forward confidential information;~~
- ~~3. you unlawfully forward or copy messages without permission of the sender;~~
- ~~4. you knowingly send an attachment that contains a virus.~~

Board Member Protocol

Board members recognize the need to take adequate time to examine and evaluate every request made by the public through email. All requests for consideration of an issue shall be forwarded to the Secretary to agendize for the Board.

Writing emails

The District considers email an important means of communication and recognizes the importance of proper email content and speedy replies in conveying a professional image and delivering good customer service. Board members should take the same care in drafting an email as they would for any other communication.

Micro management!

~~Communications meeting the demands the Brown Act shall NOT be sent email. They shall be sent via U. S Postal Service.~~

Confidential Information

Confidential information should never be sent via email.

Pliocene Ridge Community Services District ORGANIZATION Policy 1250
Page 1 of 1

ORGANIZATION AND ASSOCIATION MEMBERSHIP

The PRCSD has membership in the following organizations:

1. Sierra County Firesafe Watershed Council.
2. California Special District's Association
3. Golden State Risk Management Authority

Pliocene Ridge Community Services District ORGANIZATION Policy 1300
Page 1 of 1

FLOW CHART/ORGANIZATIONAL CHART

This page intentionally left blank. This is something that we should have. It should include both volunteer auxiliaries so that we all have a clear picture of who is responsible for what and how it is all related. Working out Memorandums of Understanding (MOUS) between the district and auxiliaries might help. Nothing is set in stone (even after it is adopted) and it most likely would change over time.

POSITIONS/DUTIES

- This whole section would be part of the Personnel Handbook.

Fire Chiefs Station 71 Alleghany

The Fire Chiefs shall serve as General Managers for their respective departments. Detailed job descriptions are included in the personnel policy manual. (Pike City or Alleghany) Shall:

1. be responsible for the maintenance of all vehicles assigned to Station 71;
2. be responsible for the maintenance of all aspects of their department's property of Station 71;
3. be responsible for the training of all employees/volunteers assigned to Station 71;
4. act as the Coordinator for Station 71 all department personnel;
5. adhere to all policies and procedures adopted by the Board;
6. be authorized to take action sufficient to address an emergency and report those actions outside established policy and procedures to the Board at the next regular meeting.
7. Maintain inventory control in conjunction with Treasurer and Risk Manager: #1 through 7 to go into job descriptions in personnel policy handbook.

Fire Chief Station 67 Pike City

Shall:

1. be responsible for the maintenance of all vehicles assigned to Station 67;
2. be responsible for the maintenance of all aspects of property of Station 67;
3. be responsible for the training of all employees/volunteers assigned to Station 67;
4. act as the Coordinator for Station 67 personnel;
5. adhere to all policies and procedures adopted by the Board;
6. be authorized to take action sufficient to address an emergency and report those actions outside established policy and procedures to the Board at the next regular meeting.
7. Maintain inventory control in conjunction with Treasurer and Risk Manager.

Risk Manager:

Refer to Policy 2000 outlining Risk Management duties and responsibilities.

Safety Officer

Refer to Policy 2000 outlining Safety Officer duties and responsibilities.

Streetlight Manager:

Refer to Policy 6000 outlining Streetlight Manager duties and responsibilities.

Project Manager:

Duties to be assigned at the time of appointment.

~~ORGANIZATION~~ This belongs in the Personnel Policy Handbook which we may want to name "VOLUNTEER HANDBOOK" when we get that far.

MASS MEDIA/SEXUAL HARASSMENT

~~The Board recognizes the District's responsibility under state and federal law~~ It is the Policy of **PRCSD** to provide employees with a work place which is free of sexual harassment and all forms of mass media material which is sexually explicit, derogatory, and/or offensive. ~~The Administrative Regulations provide guidelines for the type of mass media which can be shown/brought on District property in conformance with state and federal anti-sexual harassment laws.~~

~~Pliocene Ridge Community Services District~~ ~~ORGANIZATION~~ ~~A.R. 1400~~

MASS MEDIA/SEXUAL HARASSMENT **PROCEDURES**

1. All employees (**volunteers**) of the Pliocene Ridge **CSD** Community Services District are prohibited from showing and/or bringing on District property, any form of mass media which contains sexually explicit, derogatory and/or offensive scenes, photographs, pictures, language, or writings.
2. Mass media shall include, but not be limited to the following:
 - a. Network television
 - b. Cable television, i.e., movies/programs rated "X," "NC-17" and some movies rated "R" and "PG-13"
 - c. Videotapes, i.e., videotapes rated "X," "NC-17" and some videotapes rated "R" and "PG-13"
 - d. Pictures, including slide pictures
 - e. Films, i.e., films rated "X," "NC-17" and some films rated "R" and "PG-13"
 - f. Radio
 - g. Short-wave
 - h. Books, i.e., all pornographic materials
 - i. Magazines, i.e., all pornographic materials
3. While material which is sexually explicit, derogatory, and/or offensive will not be shown on District property, material which is graphic and/or violent (i.e., operating room or war scenes) may still be shown on District property. It is the responsibility of each employee to advise his/her family member(s) who come on District property for short visits, that material may be shown which is rated "PG-13" or "R." It is up to the individual employee to limit the family member's presence on District property if such material is found unsuitable or offensive.
4. If an employee is in doubt about whether material might be offensive, he/she is to obtain clearance and permission from their supervisor.
5. Failure to abide by this policy may result in disciplinary action up to and including termination.

RULES OF REASONABLE CONDUCT

The purpose of this policy is to establish General Rules of Reasonable Conduct for all District staff, while on duty or acting in any capacity for the District.

These rules are not designed nor intended to limit any staff member in the exercise or judgement or initiative in taking the action a reasonable person would take in extraordinary situations.

It is the responsibility of all staff members of the Pliocene Ridge Community Services District to conduct themselves in a professional manner and in accordance with the following General Rules of Personal Conduct.

Conduct deemed not suitable to ~~your~~ the Department Head can be cause for disciplinary action; furthermore if any employee (volunteer) is injured while engaged in unsuitable activity ~~not suitable to your Supervisor~~, or contrary to this policy, that member may be denied Workers' Compensation benefits.

All staff shall:

- be governed by the ordinary and reasonable rules of behavior observed by law-abiding and self-respecting citizens.
- be courteous and respectful when dealing with, or in the eye of, the public and shall commit no act tending to bring reproach or discredit upon ~~the Pliocene Ridge Community Services District~~ CSD.
- not indulge or engage in boisterous conduct, horseplay or similar activities not occasioned by the requirements of their duty and which may result in injury or illness to anyone.
- not engage in any coarse, profane or insulting language nor use any threatening or uncomplimentary terms of speech to defame or demean any individual or group.
- be courteous and respectful of their co-worker.
- comply with safety practices of the District.
- promptly notify their immediate supervisor of any injury sustained while on duty.
- obey any lawful and reasonable order or directive issued by a superior officer, supervisor or those assigned to act in that position.
- exercise caution to avoid unnecessary damage or loss of District property and be responsible for the safe keeping and proper care of all District property.
- demonstrate proper obedience, respect and courtesy to officers, acting officers or supervisors.
- operate with/through their immediate supervisor when conducting District business, unless otherwise ordered.



Pliocene Ridge Community Services District BYLAWS

ARTICLE II DUTIES, RESPONSIBILITIES, BOARD MEETINGS

The Board of Directors shall be comprised of five voters of the District and appointed by the Sierra County Board of Supervisors.

Each Director shall be appointed to a term of four years unless appointed to serve a remaining term.

It is the duty of the board to govern the district by setting policies and procedures in place for the day-to-day operations of the district. The board is responsible for delegating authority to the district officers and Fire Chiefs; or individual board members as necessary, in order to facilitate efficient day-to-day operation of the district.

The Board is also responsible for setting policies in place that provide the means for sound fiscal management, transparency and accountability; including adoption of an annual budget.

In the discharge of their duties, Board members act as a Board and not as individuals. The individual Board member has no more authority over District policy or personnel than any other citizen. A Board member has no legal or moral right to speak for the Board unless specifically authorized to do so by these Bylaws, Policies and Procedures or action of the Board.

BOARD MEETINGS

1. **Monthly meetings** alternating between Alleghany and Pike City shall be held at the designated Station.
2. A meeting schedule shall be adopted annually and posted throughout the District.

Continued...

BYLAWS ARTICLE II draft amendment provided at the regular meeting dated 3/21/18
(not included in meeting packets in advance) Gray Highlight is text moved from Policy # 1100
APPEARING BEFORE THE BOARD OF DIRECTORS Yellow = suggested new text



Pliocene Ridge Community Services District BYLAWS

3. The agenda format is as follows:

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.

II APPROVAL OF AGENDA-CONSENT CALENDAR

1. Approval of Agenda
2. Approval of Minutes
3. Approval of Treasurer's Report

III **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.

IV INFORMATION/DISCUSSION ITEMS, STAFF AND/OR COMMITTEE REPORTS

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

V ACTION ITEMS

- A. Approval of Minutes Unfinished Business (was C)
- B. Approval of Treasurer's Report New Business (was D)

VI NEXT MEETING AGENDA ITEMS

VII ANNOUNCEMENTS

VIII ADJOURNMENT

IX EXECUTIVE SESSION WHEN CALLED Report out any action taken

BYLAWS ARTICLE II draft amendment provided at the regular meeting dated 3/21/18 (not included in meeting packets in advance) Gray Highlight is text moved from Policy # 1100 APPEARING BEFORE THE BOARD OF DIRECTORS Yellow = suggested new text



Pliocene Ridge Community Services District BYLAWS

4. **All agenda items** must be received by the Secretary 10 days prior to the scheduled meeting date.
5. **All Board meetings are open to the public** except during executive session, consistent with the requirements of the "Brown Act." All Board actions shall be conducted in open meetings.
6. **Board meeting minutes will be available** on the district website and in the agenda packets. Copies of Board minutes are available at a cost equal to the expense of duplication plus postage. (Refer to Policy #2350).
7. **Notice of meetings** stating the time, place and agenda shall be provided to Board members and posted in accordance with the "Brown Act" requirements; including utilization of the district website.
8. **Special Meetings** may be called by the President, Secretary or any two Board members.
9. **Closed or Executive meetings** may be called by any Board member during the course of any regular or special meeting or for a future regular or special meetings as defined by the "Brown Act."
10. **Rules of Order** except as they conflict with the California Government Code shall be Rosenberg's Rules of Order and shall govern all questions of procedures not otherwise provided in this document.
11. **Quorum** shall be three Board members. If no quorum is present, the attending Board members shall adjourn the meeting to a time that a quorum is obtained.
12. **Notification of absence** shall be made to the Secretary and shall be the individual responsibility of each Board member.
13. **Board Voting** shall be verbal unless a written ballot is requested by one or more Board members. Ayes and nays shall be recorded upon the passage of all motions. The results of all votes shall be recorded in the meeting's minutes. The act of a majority of Board members present at the meeting at which a quorum is present shall constitute an act of the Board. However, if the government Code or state statute should set different requirements on the voting of any matter, the vote required by the code or statute shall prevail.
14. **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. Board members are prohibited from addressing any items not previously included on the agenda except to provide simple answers to basic questions. The Board may receive testimony and set the matter for a subsequent meeting.

No matter which is legally a proper subject for consideration by the Board in closed session will be accepted under ~~this policy~~ **Public Comment**.

BYLAWS ARTICLE II draft amendment provided at the regular meeting dated 3/21/18 (not included in meeting packets in advance) **Gray Highlight** is text moved from Policy # 1100 **APPEARING BEFORE THE BOARD OF DIRECTORS** **Yellow** = suggested new text



Pliocene Ridge Community Services District BYLAWS

No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination by the Chairperson of person's privilege to remain within the hearing, meeting, or workshop.

No oral presentation shall include charges or complaints against any District employee, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify. All complaint shall be directed to the Board in writing

15. **Suspension of Rules.** To suspend a rule to change the order of business, a two-thirds vote of the members of the board shall be required.

BYLAWS ARTICLE II draft amendment provided at the regular meeting dated 3/21/18
(not included in meeting packets in advance) Gray Highlight is text moved from Policy # 1100
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Pliocene Ridge CSD FY 17/18 Budget Adjustment

	acc#	NAME	17-18 Adopted	17-18 AMEND
FIRE SERVICES INCOME	4020.1	Tax Revenue Fire	\$ 25,000.00	\$ 25,000.00
	4030.1	Donations District		
	4030.2	Donations for Alleghany Fire	\$ 549.00	\$ 549.00
	4030.3	Donations for Pike City Fire	\$ 3,246.00	\$ 3,246.00
	4040.1	Grants District		
	4040.2	Grants Alleghany	\$ 549.00	\$ 549.00
	4040.3	Grants Pike City	\$ 3,246.00	\$ 3,246.00
	4060.2	Surplus Sales Alleghany		
	4060.3	Surplus Sales Pike City		
	4070.1	Emergency Services Income	\$ 2,250.00	\$ 2,250.00
	4070.2	Mutual Aid Alleghany		
	4070.3	Mutual Aid Pike City		
	4082.0	Other Income		
		Revenue Total	\$ 34,840.00	\$ 34,840.00
FIRE SERVICES OVERHEAD EXPENSES	6170.2	Electricity Alleghany	\$ 856.00	\$ 856.00
	6170.3	Electricity Pike City	\$ 1,500.00	\$ 1,500.00
	6172.2	Telephone Alleghany	\$ 216.00	\$ 216.00
	6172.3	Telephone Pike City	\$ 216.00	\$ 216.00
	6174.2	Water Alleghany	\$ 480.00	\$ 480.00
	6176.2	Propane Alleghany	\$ 375.00	\$ 375.00
	6180.1	Insurance	\$ 4,219.00	\$ 4,219.00
	6230.1	Compliance/Training	\$ 150.00	\$ 150.00
	6250.1	postage/copies/office supplies	\$ 250.00	\$ 250.00
	6265.1	County Mgmt Fee	\$ 2,400.00	\$ 2,400.00
	6270.1	Secretary/Treasurer	\$ 2,000.00	\$ 2,400.00
	6273.1	Auditor Fee	\$ 2,500.00	\$ 2,500.00
	6275.1	Public Relations - website	\$ 430.00	\$ 430.00
	6280.2	Solid Waste Fee Alleghany	\$ 117.00	\$ 117.00
	6280.3	Solid Waste Fee Pike City	\$ 141.00	\$ 141.00
	6295.2	Building Maint. Alleghany	\$ 1,000.00	\$ 2,000.00
	6295.3	Building Maint. Pike City	\$ 7,000.00	\$ 7,000.00
	6704.0	Other Expenses		
	Overhead Expense Subtotal	\$ 23,850.00	\$ 25,250.00	
Alleghany Operating exp.	7230	Op Compliance/Training	\$ 600.00	\$ 600.00
	7296	Mutual Aid Payroll		
	7300	Small Equipment	\$ 2,398.00	\$ 1,698.00
	7301	Equipment Repairs & Maint.	\$ 800.00	\$ 800.00
	7350	Fuel	\$ 750.00	\$ 750.00
	7630	Vehicle Repair & Maint.	\$ 1,000.00	\$ 1,000.00
	7651	FIXED ASSETS	\$ -	\$ -
	7660	Supplies	\$ 250.00	\$ 250.00
	AVFD Operational Subtotal	\$ 5,798.00	\$ 5,098.00	

Pliocene Ridge CSD FY 17/18 Budget Adjustment

	acc#	NAME	17-18 Adopted	17-18 AMEND
Pike Operating Exp	8230	Op Compliance/Training	\$ 600.00	\$ 600.00
	8296	Mutual Aid Payroll		
	8300	Small Equipment	\$ 7,492.00	\$ 7,492.00
	8301	Equipment Repairs & Maint.	\$ 800.00	\$ 800.00
	8350	Fuel	\$ 750.00	\$ 750.00
	8630	Vehicle Repair & Maint.	\$ 1,000.00	\$ 1,000.00
	8651	FIXED ASSETS		
	8660	Supplies	\$ 250.00	\$ 250.00
	PCVFD Operational Subtotal		\$ 10,892.00	\$ 10,892.00
Total Operating Expense FIRE			\$ 40,540.00	\$ 41,240.00
FIRE SERVICES ONLY NET CHANGE			\$ (5,700.00)	\$ (6,400.00)
			\$5,700 to come from existing Funds see page 3	to come from funds see page 3
Lights	9020	Streetlight Tax Revenue	\$ 5,287.00	\$ 5,287.00
	9030	Streetlight Donations		
	Streetlight Income Total		\$ 5,287.00	\$ 5,287.00
	9170	Streetlight Expense Alleghany	\$ 4,400.00	\$ 4,400.00
	9171	Streetlight Expense Forest	\$ 276.00	\$ 276.00
	9172	Streetlight Admin. Expenses		
	Streetlight portion county managemen		\$ 460.00	\$ 460.00
	Streetlight Expense Total		\$ 5,136.00	\$ 5,136.00
Lights Net Income or (LOSS)		\$ 151.00	\$ 151.00	
Income Statement net change			\$ (5,549.00)	\$ (6,249.00)
CASH FLOW ADDITIONS AND DELETIONS				
CAHS FLOW	NET PROFIT (LOSS)			
	(increase) decrease in Accounts Receivable			
	(decrease) increase in Account Payable			
	Investing activities			
CHANGE IN CASH FOR PERIOD			\$ (5,549.00)	\$ (6,249.00)
Cash Beginning of Period				
Cash End of Period				
FUNDS	Fund Additions		\$ (151.00)	\$ (151.00)
	Fund Withdrawals		\$ 5,000.00	\$ 5,000.00
	Contingency Fund withdraw or (add)		\$ 700.00	\$ 1,400.00
	Total (moved to) or taken from funds		\$ 5,549.00	\$ 6,249.00
NET CHANGE -WITH CASH FLOW ADJUSTMENTS & FUNDS			\$0.00	\$0.00