

**MINUTES of the Regular Meeting of the Board of Directors of Pliocene Ridge CSD  
Held Wednesday May 18, 2016 at Station 67 100 Pike City Rd. Pike.**

**1. A quorum** was established and the meeting called to order at 6:31 pm by President Wayne Babros. Board members present: Wayne Babros, Daniel Guyer and Gracie Knowles. Director Bruce Coons was absent. Also present were Pike assistant chiefs Jim Buckbee and Tom Starr and Alleghany assistant chief David Arbogast, Alleghany auxiliary treasurer Burns Tenney; Pike auxiliary members present: Roland Robertson, Denise Ruane and Gracie Knowles. Interim Secretary Rae Bell was present and took the minutes. Flag Salute.

A request was made to add an emergency item the agenda that came up after the agenda was posted. This was in regards to the insurance coverage provided to the Pike and Alleghany non-profit auxiliaries. A motion was made to amend the agenda adding item d)4 under “new business” Insurance for non-profits and 2<sup>nd</sup> by Wayne Babros. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**

**2. PUBLIC COMMENT:** None.

**3. INFORMATION/DISCUSSION ITEMS**

a) *Correspondence:* Memorandum from Nor-Cal EMS providing clarification on the scope of practice for Emergency Medical Responders and First Responders. Ballot from California Special Districts association.

b) *Committee/Member/Business Reports:*

1. *Alleghany Assistant Chief Arbogast* reported that there was one medical transport to Sierra Nevada Memorial Hospital since the last meeting. That happened to be the day that the radios went down and the ambulance had no communication capability. Ned picked up the new signs for Station 2 and they are reinforcing them with ply-wood before hanging them but they should be up soon. The new pager has been ordered from Banner Electronics.

2. *Pike Assistant Chiefs Buckbee and Starr* reported that the printer at the firehouse needs ink. They bought a ladder for rescue truck 6740. They’ve had three calls since the last meeting including the medical call mentioned above. One call was for the Moonshine Fire on April 17<sup>th</sup> which was an escaped debris burn. The dept. will be able to get paid for that, they just need to have the activity report signed. The other call was for a structure fire in Camptonville. An updated agreement was signed with the Forest Service and the rates are a little higher.

A North Yuba Chief’s meeting was held on May 1<sup>st</sup> in Camptonville. Assistant Chief’s Arbogast, Buckbee and Starr attended. The annual wildland drill with all of the area departments will be held on Saturday June 25<sup>th</sup>.

The new Captain 32 is Graham Price (Forest Service Ranger Station).

3. *Station 71 Auxiliary* No Report

4. *Station 67 Auxiliary* They had a great turn-out for their cemetery clean-up with 25 people attending and a nice potluck afterwards. They are planning to have a taco night in June date to-be-determined. Their newsletter will go out the last week of May because they have some by-law changes to propose for their annual membership meeting also to be held in June.

5. *Risk Manager Report:* None

6. *Board Members:* None

7. *Standing Committee Reports: Streetlights:* None

*Budget Committee:* Meeting held just prior to this meeting.

#### **4. ACTION ITEMS**

a) *Approval of regular meeting minutes dated 4/20/16* Moved to approve as read by Daniel Guyer 2<sup>nd</sup> by Gracie Knowles. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**

b) *Approval of treasurer's report dated 4/30/16.* Moved by Daniel Guyer 2<sup>nd</sup> by Gracie Knowles. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**

c) *Unfinished Business*

1. On the Wayman Dam project Roland reported that the plans have not been completed. Fall will probably be the best time to get going on it.
2. Rae Bell reported that the public relations mail-out has not been done yet, but she is still working on adding more information to the website. She did get help with the address list recently and is about ready to print the mailing labels.
3. The committee working on the firehouse rental policy met twice since the last meeting and put together a draft proposal as-well-as a list of things that need to be addressed before the firehouses can be rented to the public. The lack of a second exit at the Pike Firehouse being a major concern. It was requested that everybody look over the proposal/issues and it be further discussed at the next regular meeting. Daniel Guyer presented a draft tort-claim policy. This is something that our insurance company wants us to have and they provided the "boiler-plate" for it. It was requested that the board review it in order to consider adoption at the next regular meeting.
4. Regarding the Alleghany Firehouse: a work party to at least finish caulking and painting the front is scheduled for Sat. June 4<sup>th</sup> at 9 am. The Arbogasts will get the needed supplies in advance. There was a question asked about the land next to the firehouse, as to whether-or-not there were any restrictions placed on its use. This was in regards to possibly moving the propane tank further from the building onto what used to be Rohrig Park. There has not been a park there for over 20 years. Rae Bell confirmed that there is only one lot there with the firehouse on it. She was not aware of any restrictions on its use. President Babros said that he would check into it.
5. Regarding the Pike Firehouse project: Roland reported that the ramp project has been staked out. The neighbor who needs to grant the encroachment is out of town but he will be following up with him. He wants to see it staked out before deciding anything. An approximately 3 foot tall retaining wall will be needed to hold the bank back. If the entire project is beyond their means they may consider doing just a fire escape for now.
6. The CDF 50/50 grant application was submitted on May 2nd

d) *New Business*

1. A motion to approve the Calif. Special Districts Assoc. ballot measure to change their bylaws allowing electronic voting was made by Daniel Guyer and 2<sup>nd</sup> by Gracie Knowles. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**
2. A motion to adopt the preliminary budget as recommended by the budget committee and attached to these minutes was made by Daniel Guyer and 2<sup>nd</sup> by Gracie Knowles. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**
3. Rae Bell's annual contract for bookkeeping and secretarial services has a June 30<sup>th</sup> expiration date. She stated that she wished to renew only through Sept 30<sup>th</sup> in the hopes that another person can be found to do the job. A mark-up copy showing proposed changes to her contract is attached to these minutes. After some discussion including a request that she update her job description in time for the July regular meeting a motion was made by Daniel Guyer to accept the contract as amended at a rate of \$15 per hour with a cap of \$600 placed on the contract period of July 1<sup>st</sup> through Sept. 30<sup>th</sup>. 2<sup>nd</sup> by Wayne Babros: **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**
4. Regarding insurance coverage for the non-profits, Rae Bell reported that she had made an inquiry with the insurance company to verify that the two non-profits are covered under the districts policy. It was set up this way from the beginning but she wanted to make sure since nobody had checked on it in a long time. The insurance carrier claimed to be unaware that both entities were non-profits. Dan Berry who set up our policy is not longer with the firm. Long story short: Golden State Risk Management needed a letter verifying that no claims had been filed by either non-profit since the district's policy began in 2005 and a resolution from PRCSD accepting responsibility for the two non-profits. The insurance co. was very apologetic that this had not been set up correctly and they waived their normal fee of \$1,200 per non-profit. A motion to adopt resolution 16-063 as attached to these minutes was made by Daniel Guyer and 2<sup>nd</sup> by Gracie Knowles. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.**

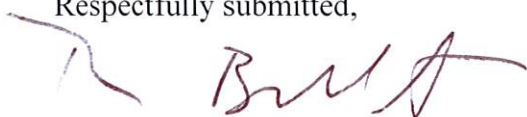
. **NEXT MEETING AGENDA ITEMS** Tort claim policy, firehouse rental policy, updated job description for Secretary/Treasurer position. Rae Bell mentioned that the week of the next regular meeting on June 15<sup>th</sup> is extremely busy for her and she asked if the board could either meet without her, or cancel the meeting. A motion to cancel the June meeting was made by Gracie Knowles and 2<sup>nd</sup> by Daniel Guyer. **Motion passed: 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant.** The next regular meeting is scheduled for July 20<sup>th</sup> at the Pike Firehouse.

**ANNOUNCEMENTS (reminders)**

PCVFD taco night, date TBD. Work party at Alleghany Firehouse June 4<sup>th</sup>.

**ADJOURNMENT:** There being no further business before the board the meeting was adjourned at 7:30 PM

Respectfully submitted,



Rae Bell Arbogast  
Interim Secretary

**NOTICE OF REGULAR MEETING OF  
THE BOARD OF DIRECTORS  
OF  
Pliocene Ridge CSD**

**Wednesday May 18, 2016 6:30 pm  
Pike City Firehouse 100 Pike City Rd. Pike**

**1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE**

**2. PUBLIC COMMENT** The public may be heard on an item 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 on any item not appearing on the agenda. The Board cannot take action on any unscheduled items unless it is declared by a vote of at least two-third (2/3) of the Board that there is an urgent need to take immediate action, and the need for action came to the attention of the District after the agenda was posted.

**3. 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 Report
  - 7. Standing Committee Reports
    - Streetlights
    - Budget

**4. ACTION ITEMS:**

- a) Approval of Minutes of April 20, 2016
- b) Approval of Treasurer's report dated April 30, 2016.
- c) Unfinished business:
  - 1. Wayman Dam Project
  - 2. Public Relations mail-out - website
  - 3. Ongoing bylaws & Policy review and/or update: Firehouse rental policy, tort claims.
  - 4. Alleghany Firehouse Project Work party scheduled for June 4th
  - 5. Pike Firehouse Project
  - 6. CDF grant application status – application submitted 5/2/16
- d) New business

- 1. CSDA ballot for changes to their by-laws
- 2. Adopt preliminary budget
- 3. Rae Bell's contract renewal (ends June 30<sup>th</sup>)
- 4. Resolution 16-063 added as emergency item.

**9. ANNOUNCEMENTS**

**10. NEXT MEETING DATE & AGENDA ITEMS**

**11. ADJOURNMENT**

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

### CERTIFICATE OF POSTING

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

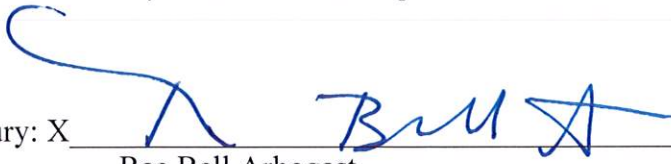
Notice of Meeting, Meeting Date 5/18/16

In the following location(s):

Alleghany Post Office Bulletin Board on 5/12/16.  
Emailed to Jim Buckbee to post at Pike Firehouse. 5/12/16  
Emailed to list request 5/12/16

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

**NOTICE**

**BUDGET COMMITTEE**

**&**

**SAFETY MEETING**

**WEDNESDAY MAY 18<sup>TH</sup>**

**STARTING AT 5:30 PM AND GOING TO 6:30 PM**

**AT THE PIKE FIREHOUSE  
100 PIKE CITY ROAD  
PIKE**

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**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: April 30, 2016

				<b>Beginning Checking Account Balance</b>	<b>\$ 268.74</b>
<b>Deposits</b>					
<b>Budget Line #</b>	<b>Date</b>	<b>From:</b>	<b>For:</b>		<b>Amount</b>
	4/14	transfer from savings			\$ 2,000.00
	4/30	transfer from savings			\$ 2,000.00
				<b>Deposits Total</b>	<b>\$ 4,000.00</b>
<b>Expenditures</b>					
<b>Budget Line #</b>	<b>Ck #</b>	<b>Date</b>	<b>To:</b>	<b>For:</b>	
	2373	4/18	AT&T		\$ 32.82
6172.2			Phone Alleghany	\$ 16.28	
6172.3			Phone Pike	\$ 16.54	
8301	2374	4/18	Banner Communications	Radio batteries Pike	\$ 432.50
7660 & 8660	2375	4/18	Bound Tree Medical	medical supplies 7150 and 6740 split 50/50	\$ 156.85
	2376	4/18	Rae Bell Arbogast		\$ 292.00
8630			reimburse DMV for 6740	\$ 22.00	
6270.1			3rd quarter bookkeeping	\$ 270.00	
8630	2377	4/18	Riebies Auto	6770	\$ 248.69
6275.1	2378	4/18	Streamline	monthly web fee	\$ 25.00
	OL	4/25	PG&E		\$ 592.39
6170.2			PG&E Alleghany	\$ 81.48	
6170.3			PG&E Pike	\$ 120.61	
9171.4			Streetlights - Forest	\$ 22.06	
9170.4			Streetlights - Alleghany	\$ 368.24	
	EFT	4/16/16	Credit cards		\$ 151.99
			Amazon	Pike	\$ 98.19
6295.3			Harbor Freight	Station 67	\$ 32.24
6275.1			go daddy	domain registration	\$ 16.16
6295.3			B&C	Station 67	\$ 5.40
8630	2379	4/20	Riebies Auto		\$ 87.74
8350	2380	4/20	Sierra County Public Works	Fuel Pike	\$ 70.74
293	6275.1	4/20	Postmaster	public relations mail-out	\$ 94.00
294	8230	4/20	Kyle Carey	Reimburse EMT book for Sandy	\$ 18.54
				<b>Expenditures Total</b>	<b>\$ 2,203.26</b>
				<b>Ending Checking Account Balance</b>	<b>\$ 2,065.48</b>
				<b>Starting Savings account balance</b>	<b>\$ 23,243.18</b>
				transfers to checking	\$ (4,000.00)
				interest earned	
				transfer to FUNDS	
				<b>Ending Savings Account Balance</b>	<b>\$ 19,243.18</b>
				<b>Balance on Prepaid Cards</b>	<b>\$ 29.01</b>
				<b>General Fund (accounts listed above) Total</b>	<b>\$ 21,337.67</b>
				<b>Reserve account Starting Balance</b>	<b>\$ 30,112.85</b>
				interest earned	
				transfer to checking	
				<b>Reserve account Ending Balance see reverse for details</b>	<b>\$ 30,112.85</b>
				<b>Total ALL FUNDS</b>	<b>\$ 51,450.52</b>

Chief 71 Card	\$ 29.01
	\$ 29.01

Closing date 3/31/16 4/30/16

<b>Reserve Balances</b>	
Unallocated	Contingency Fund \$ 10,500.00
Allocated	Streetlight Fund \$ 1,768.44
Allocated	PCVFD Building Fund \$ 7,209.39
Allocated	PCVFD Vehicle Fund \$ 2,836.34
Allocated	AVFD Building Fund \$ 695.26
Allocated	AVFD Vehicle Fund \$ 7,096.70
	Interest earned \$ 6.72
	<b>Total Funds \$ 30,112.85</b>





**Pliocene Ridge Community Services District  
County of Sierra, State of California**

**Resolution No. 16-063**

A RESOLUTION ACCEPTING RESPONSIBILITY FOR INSURANCE PURPOSES FOR ALLEGHANY VOLUNTEER FIRE DEPT. AND PIKE CITY VOLUNTEER FIRE DEPT.

WHEREAS, the **Pike City Volunteer Fire Department** non profit and **Alleghany Volunteer Fire Department** non profit exist to benefit Pliocene Ridge CSD (the Member) by fundraising;

WHEREAS, the Member supports the mission of **Pike City Volunteer Fire Department** non profit and **Alleghany Volunteer Fire Department** non profit;

**BE IT RESOLVED** that Pliocene Ridge Community Services District (GSRMA Member) accepts responsibility for the **Pike City Volunteer Fire Department** non profit and for the **Alleghany Volunteer Fire Department** non profit.

Adopted this 18<sup>th</sup> day of May 2016 at a Regular Meeting of the Pliocene Ridge Community Services District Board of Directors by the following vote:

AYES: Babros, Coors, Guyer, Knowles  
NAYES: None  
ABSENT: None  
ABSTAIN: None  
VACANT: one

Wayne C Babros 5-18-16  
Wayne C Babros, President Date

ATTEST:

R. Bell Arbogast 5/18/16  
Rae Bell Arbogast, Interim Secretary



## Pliocene Ridge Community Services District

100 Pike City Road  
Pike City, CA 95960

[plioceneridge.org](http://plioceneridge.org)

[plioceneridge@gmail.com](mailto:plioceneridge@gmail.com)

May 18, 2016

Golden State Risk Management Authority  
P.O. Box 706  
Willows, CA 95988

To whom it may concern:

There have been no insurance losses for either Alleghany Volunteer Fire Dept. or Pike City Volunteer Fire Dept. since July 1, 2005 to the current date.

Sincerely,

Wayne Babros  
President

**Pliocene Ridge Community Services District**  
**Profit & Loss Budget vs. Actual**  
**July 1, 2015 through May 23, 2016**

Income	Jul 1, '15 - May 23, 16	Budget	\$ Over Budget	% of Budget
<b>4020.1 · Tax Revenue Fire</b>	21,808.89	24,000.00	-2,191.11	90.87%
<b>4030.1 · Donations Income District</b>	60.00	0.00	60.00	100.0%
<b>4030.3 · Donations Pike</b>	2,157.99	1,995.00	162.99	108.17%
<b>4040.1 · Grants District</b>	0.00	1,000.00	-1,000.00	0.0%
<b>4040.3 · Grants Pike</b>	1,995.00	1,995.00	0.00	100.0%
<b>4080 · Interest Income</b>	11.01	0.00	11.01	100.0%
<b>Total Income</b>	26,032.89	28,990.00	-2,957.11	89.8%
<b>6000 · OVERHEAD EXPENSE CATEGORY</b>				
<b>6160.1 · Dues and Subscriptions- Admin.</b>	214.00	0.00	214.00	100.0%
<b>6170.1 · PG&amp;E</b>				
6170.2 · PG&E Alleghany	792.87	800.00	-7.13	99.11%
6170.3 · PG&E Pike	1,101.72	1,500.00	-398.28	73.45%
<b>Total 6170.1 · PG&amp;E</b>	1,894.59	2,300.00	-405.41	82.37%
<b>6172.1 · Telephone</b>				
6172.2 · Telephone Alleghany	150.17	190.00	-39.83	79.04%
6172.3 · Telephone Pike	146.82	200.00	-53.18	73.41%
<b>Total 6172.1 · Telephone</b>	296.99	390.00	-93.01	76.15%
<b>6174.1 · Water</b>				
6174.2 · Water Alleghany	444.00	480.00	-36.00	92.5%
<b>Total 6174.1 · Water</b>	444.00	480.00	-36.00	92.5%
<b>6176.1 · Propane</b>				
6176.2 · Propane Alleghany	723.91	750.00	-26.09	96.52%
<b>Total 6176.1 · Propane</b>	723.91	750.00	-26.09	96.52%
<b>6180.1 · Insurance</b>				
6190.1 · Vehicle Insurance	365.00	365.00	0.00	100.0%
6193.1 · Property Insurance	1,816.00	1,816.00	0.00	100.0%
6195.1 · Work Comp	1,683.00	1,683.00	0.00	100.0%
<b>Total 6180.1 · Insurance</b>	3,864.00	3,864.00	0.00	100.0%
<b>6230.1 · Fees/Compliance/Training</b>	90.00	150.00	-60.00	60.0%
<b>6235.1 · Bank Charges</b>	101.10	0.00	101.10	100.0%
<b>6250.1 · Postage, copies &amp; office supply</b>	25.24	250.00	-224.76	10.1%
<b>6265.1 · County Administration Fee</b>	2,820.36	2,176.00	644.36	129.61%
<b>6270.1 · Bookkeeping</b>	622.50	1,200.00	-577.50	51.88%
<b>6273.1 · Auditor Fees</b>	2,000.00	2,000.00	0.00	100.0%
<b>6275.1 · Public Relations</b>	160.16	0.00	160.16	100.0%
<b>6280.1 · Property Assessments</b>				
6280.2 · Solid Waste Fee Alleghany	96.00	78.00	18.00	123.08%
6280.3 · Solid Waste Fee Pike	115.20	94.00	21.20	122.55%
<b>Total 6280.1 · Property Assessments</b>	211.20	172.00	39.20	122.79%
<b>6295.1 · Building Repairs &amp; Maint.</b>				
6295.2 · Building Rep & Maint Alleghany	419.74	1,500.00	-1,080.26	27.98%
6295.3 · Buildings Rep. & Maint. Pike	253.96	1,000.00	-746.04	25.4%
<b>Total 6295.1 · Building Repairs &amp; Maint.</b>	673.70	2,500.00	-1,826.30	26.95%
<b>6704 · Other Expenses</b>	17.76	50.00	-32.24	35.52%
<b>Total 6000 · OVERHEAD EXPENSE CATEGORY</b>	14,159.51	16,282.00	-2,122.49	86.96%

**Pliocene Ridge Community Services District**  
**Profit & Loss Budget vs. Actual**  
**July 1, 2015 through May 23, 2016**

	Jul 1, '15 - May 23, 16	Budget	\$ Over Budget	% of Budget
<b>7000 · STATION 71 EXPENSES</b>				
7230 · Compliance Alleghany	637.00	600.00	37.00	106.17%
7300 · Small Equipment Alleghany	1,260.10	1,000.00	260.10	126.01%
7301 · Equip. repair/maint. Alleghany	0.00	500.00	-500.00	0.0%
7350 · Fuel Alleghany	65.24	800.00	-734.76	8.16%
<b>7630 · Vehicle Rep. &amp; Maint. Alleghany</b>				
7638 · 7181 Repairs & Maint.	545.63	0.00	545.63	100.0%
7630 · Vehicle Rep. & Maint. Alleghany - Other	0.00	500.00	-500.00	0.0%
<b>Total 7630 · Vehicle Rep. &amp; Maint. Alleghany</b>	<b>545.63</b>	<b>500.00</b>	<b>45.63</b>	<b>109.13%</b>
7660 · Supplies Alleghany	581.89	150.00	431.89	387.93%
<b>Total 7000 · STATION 71 EXPENSES</b>	<b>3,089.86</b>	<b>3,550.00</b>	<b>-460.14</b>	<b>87.04%</b>
<b>8000 · STATION 67 EXPENSES</b>				
8230 · Compliance Pike	674.61	800.00	-125.39	84.33%
8300 · Small Equipment Pike	4,886.96	4,990.00	-103.04	97.94%
8301 · Equip. repair/maint. Pike	710.57	500.00	210.57	142.11%
8350 · Fuel Pike	298.65	800.00	-501.35	37.33%
<b>8630 · Vehicle Rep. &amp; Maint. Pike</b>				
8635 · 6770 Repairs & Maint.	379.58	0.00	379.58	100.0%
8639 · 6790 Repairs & Maint.	147.65	0.00	147.65	100.0%
8640 · 6740 Repairs and Maint	216.12	0.00	216.12	100.0%
8630 · Vehicle Rep. & Maint. Pike - Other	92.93	500.00	-407.07	18.59%
<b>Total 8630 · Vehicle Rep. &amp; Maint. Pike</b>	<b>836.28</b>	<b>500.00</b>	<b>336.28</b>	<b>167.26%</b>
8660 · Supplies Pike	402.36	150.00	252.36	268.24%
<b>Total 8000 · STATION 67 EXPENSES</b>	<b>7,809.43</b>	<b>7,740.00</b>	<b>69.43</b>	<b>100.9%</b>
<b>Total Expense</b>	<b>25,058.80</b>	<b>27,572.00</b>	<b>-2,513.20</b>	<b>274.9%</b>
<b>Net operating income</b>	<b>974.09</b>	<b>1,418.00</b>	<b>-443.91</b>	<b>-185.1%</b>
<b>Other Income</b>				
9020.4 · Tax Revenue Street Lights	4,721.85	4,873.00	-151.15	96.9%
<b>Total Other Income</b>	<b>4,721.85</b>	<b>4,873.00</b>	<b>-151.15</b>	<b>96.9%</b>
<b>Other Expense</b>				
9170.4 · PG&E Streetlights Alleghany	3,628.40	4,400.00	-771.60	82.46%
9171.4 · PG&E Streetlights Forest City	229.37	320.00	-90.63	71.68%
9180.4 · County Management Fee SL	0.00	424.00	-424.00	0.0%
<b>Total Other Expense</b>	<b>3,857.77</b>	<b>5,144.00</b>	<b>-1,286.23</b>	<b>75.0%</b>
	864.08	-271.00	1,135.08	-318.85%
	<b>1,838.17</b>	<b>1,147.00</b>	<b>691.17</b>	<b>160.26%</b>

MEMO From Rental Committee for PRCSD

Prior to rental of Fire Department buildings the following items should be evaluated by the PRCSD, and those deemed necessary completed.

LIST FOR PIKE BUILDING RENTAL

1. Build fire escape
2. Determine and post signs for room occupancy limit.
3. Parking restrictions
4. Central Heating/Air system be completed
5. Sprinkler system installed
6. Handicapped ramp
7. Emergency light system, interior and exterior
8. parking lot snow removal
9. Identify parking available
10. stairway hand rail compliant with code
11. check with county if county approval is needed
- 12.

LIST FOR ALLEGHANY building rental

1. determine capacity of rental space and post signs
2. ADA restroom
3. entryway compliance with code

Rental Contract

Date:

Name of Organization \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Proposed date of use \_\_\_\_\_ between hours from \_\_\_\_\_ to \_\_\_\_\_

Number of persons expected to be in attendance \_\_\_\_\_

Applicable fee \_\_\_\_\_

Security deposit \_\_\_\_\_

Total \_\_\_\_\_

Certificate of Insurance must be submitted at least ten (10) days prior to the event

Proof of Insurance: \_\_\_\_\_

I, on behalf of the above group or organization, agree to comply with all the rules and regulations of the \_\_\_\_\_

I agree to be responsible for all the people in our group as well as restoring all facilities to their original condition after use.

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

Printed name: \_\_\_\_\_

Remit to:

Pliocene Ridge Community Services District Representative



PLIOCENE RIDGE COMMUNITY SERVICES DISTRICT DRAFT FOR USE OF THE FACILITIES

1. PURPOSE: To establish policies and procedures for the District and public use of the facilities owned by the District.
2. ELIGIBILITY: a) Pike, Alleghany and PRCSD Fire Departments, Auxilliary Board of Directors , members and PRCSD Board of Directors have priority for use of the facilities.
3. NON DISTRICT, PRIVATE GROUPS AND ORGANIZATIONS: Facilities will be made available to these groups when not in conflict with District use.
4. RENTAL POLICY:
  - a) All users in item 3 above will be required to obtain and show proof of liability insurance in the amount of \$1,000,000.00 per event, and name the District as additional insured for the date(s) of the use of the facility. Proof of insurance must be presented to the District ten (10) days prior to the scheduled date(s) of the event(s). Insurance shall remain in effect for ten (10) days following the event.
  - b) Renters will be required to leave the facility in the condition in which it was found prior to the event. Renters will be required to pay a security deposit of \$200.00 payable in advance. All garbage will be removed. Any physical damage to the premises or additional cleaning costs may be deducted from the security deposit. Security deposit will be refunded to the renter after a satisfactory inspection of the premises has been completed by District personnel.
  - c) Smoking, alcohol or drugs will not be permitted anywhere on the premises.
  - d) Application for rental of the facilities must be requested 30 days in advance of the desired date(s)
  - e) Parking is limited. Renter must arrange for additional parking. There will be no parking in front of the bay doors. In event of snow, renter will be required to pay for snow removal.
  - f) Fees for rental: Multipurpose room: 2 hour minimum, \$150.00 per hour.

Parking lot rental only: \$200.00 per day
  - g) Facility must be closed and secured by 11:00 P.M.
  - h) Maximum capacity of multipurpose room is sixty (60) persons
  - i) All kitchen appliances and supplies belong to the District. If user will be serving beverages they must be supplied by the renter. All beverages must have a lid, or be in a can or non glass bottle (such as water or soda). No food is allowed in the multipurpose room without prior written approval by the District. Representative making the reservtion must be present

throughout the scheduled event.

j) There is one restroom in the multipurpose room. Standard supplies will be provided by the District.

k) Multipurpose room and parking lot are located at Fire Department Quarters. Emergency calls or conditions that conflict with scheduled events have priority. Events may be terminated by the Fire Chief. Reimbursement of fees will be prorated or event rescheduled.

#### DISTRICT RESPONSIBILITY;

1. District staff will solicit one individual at each rental site to administer the rental agreement, resolve schedule conflicts, open and close the facility and provide pre and post facility inspection.

## DRAFT RESOLUTION

### THIRD PARTY TORT CLAIMS POLICY

May 18, 2016

#### Pliocene Ridge Community Services District Policy on Tort Claims Act:

The Pliocene Ridge Community Services District (PRCSD) follows Government Code 810 et seq. Division 3.6 of the Government Code for the California Tort Claims Act. This code states that one must give written notice within 6 months for filing an actual lawsuit, giving the Pliocene Ridge Community Services District time to settle the claim.

#### Written Process Regarding Third-Party Claims in compliance with CA Tort Claims Act

A Tort Claim (Third Party Claim) can only be made if you are a victim of another person's negligence. Normally a tort claim is for expenses not paid by your insurance company. Past and/or future income loss, or loss of opportunity to earn income due to injuries, and pain and suffering. When a claim or possible claim is filed, a "Claim for Damages" form is given, along with information on our Tort Claim Policy. On this claim form it states a time line in accordance with California law.

When dealing with a third party claim, Pliocene Ridge Community Services District requires a written claim be filed with PRCSD. The claim must be in writing, and signed by the claimant, or his or her representative; Gov Code 910.2. This claim must contain the following information:

Name and mailing address

Name and address to which to send notices

Date, place, and circumstances of the claim

Description of the injury, damage, or loss, for which the payment is sought

Name of any public employee causing the loss, if known

Any indication as to whether the claim would be made in limited jurisdiction court, or not; or the amount of the claim if it is under \$ 10,000.00 As per Gov Code 910

A Tort Claim requires that the claim be submitted to the clerk, secretary, auditor, or governing body of the Pliocene Ridge Community Services District.

A Tort Claim must be presented for all claims against Pliocene Ridge Community Services District, or a public employee acting within the scope and course of their employment. As per Gov. Code 905, 905.2

Pliocene Ridge Community Services District must act on a claim within forty-five days after the claim was presented. This period can be extended by written agreement of the claimant and PRCSD.

A warning will be given with certain exemptions; the claimant has only six months from the date of the claim to file a court action.

The amount claimed, as of the date of presentation of this claim, is computed as follows:

Damages incurred to date (exact):		Estimated prospective damages as far as known:	
Damage to Property.....	\$ _____	Future expenses for medical and hospital care .....	\$ _____
Expenses for medical and hospital care .....	\$ _____	Future loss of earnings .....	\$ _____
Loss of earnings .....	\$ _____	Other prospective special damages .....	\$ _____
Special damages for .....	\$ _____	Prospective general damages .....	\$ _____
		Total estimate prospective damages .....	\$ _____
General damages .....	\$ _____		
Total damages incurred to date .....	\$ _____		
Total amount claimed as of date of presentation of this claim:		\$	

Was damage and/or injury investigated by police? \_\_\_\_\_ If so, what city? \_\_\_\_\_  
Were paramedics or ambulance called? \_\_\_\_\_ If so, name city or ambulance \_\_\_\_\_  
If injured, state date, time, name and address of doctor of your first visit \_\_\_\_\_

WITNESSES to DAMAGE or INJURY: List all persons and addresses of persons known to have information:  
Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_  
Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_  
Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

DOCTORS and HOSPITALS:  
Hospital \_\_\_\_\_ Address \_\_\_\_\_ Date Hospitalized \_\_\_\_\_  
Doctor \_\_\_\_\_ Address \_\_\_\_\_ Date of Treatment \_\_\_\_\_  
Doctor \_\_\_\_\_ Address \_\_\_\_\_ Date of Treatment \_\_\_\_\_

**READ CAREFULLY**

For all accident claims complete a diagram in the space provided below, (including North, East, South, and West). Indicate place of accident by "X" and by showing house numbers or distances to street corners. If Agency Vehicle was involved, designate by letter "A" location of Agency Vehicle when you first saw it, and by "B" location of yourself or your vehicle when you first saw Agency vehicle; location of vehicle at time of accident by "A-1" and location of yourself or your vehicle at the time of the accident by "B-1" and the point of impact by "X."



Signature of Claimant or person filing on his behalf giving relationship to claimant:	Typed Name:	Date:
---------------------------------------------------------------------------------------	-------------	-------

NOTE: CLAIMS MUST BE FILED WITH PUBLIC AGENCY Presentation of a false claim is a felony (Pen.Code Sec. 72)



## RAE BELL ARBOGAST CONTRACT FOR SERVICES

This contract is made and entered into this <sup>18<sup>th</sup></sup> day of <sup>May</sup> ~~June~~ 2015 by and between the Pliocene Ridge Community Services District, County of Sierra, (hereinafter referred to as the "District") and Rae Bell Arbogast, an individual (hereinafter referred to as "Contractor") for bookkeeping services. <sup>3 Secretarial</sup>

### I TERMS AND STATUS

#### A. Terms of Contract

This Contract is effective July 1, <sup>2016</sup> ~~2015~~ through <sup>Sept. 30, 2016</sup> ~~June 30, 2016~~, and shall terminate automatically on that date. The Contract may be terminated at any time for any reason by either the District or Contractor upon giving fifteen (15) day written notice to the other party.

#### B. Contractor Status

For the purpose of this Contract, and at all times during the term of this Contract, Contractor understands that she is an independent contractor for the district, that no relationship of employer-employee exists between the parties, and that under no circumstances shall Contractor be deemed to be an employee of the District. The parties expressly agree that no work, act, commission, or omission of Contractor shall be construed to make or render Contractor an employee of the District.

District will provide Workers' Compensation insurance. District will not pay or provide State Disability insurance benefits, Unemployment Insurance, or Social Security. Contractor shall be responsible to pay or provide for such insurance or benefits and to pay its own federal and state income tax responsibilities, Social Security and any other payroll tax obligations that it may owe as a result of compensation received for services rendered pursuant to this Contract.

The sole interest of the district is to ensure that the services provided will be performed and rendered in a competent, efficient, and satisfactory manner and in accordance with accepted bookkeeping procedures.



C. Services Performed

Contractor is under the general direction of the District Board of Directors. Contractor shall provide, including but not limited to the following services:

1. Receive and deposit all monies to the District's Checking or savings accounts and keep an accurate and balanced report of account activity. ~~Secretary to perform this duty in the absence of the Treasurer.~~
2. Receive and pay all invoices presented (noting check number, date of payment, amount of payment on the invoice, fund account number) and verify expenditure is within available budgeted funds. ~~Secretary to perform this duty in the absence of the Treasurer.~~
3. Process payroll up to four (4) times per year and pay quarterly payroll taxes.
4. Serve as Chairperson of the standing Budget Committee.
5. Establish adequate controls through a ~~Budget Manual~~ <sup>Book Keeping</sup> to insure all expenditures are consistent with the budget and policies and procedures of the District, state and federal statutes.
6. Prepare a monthly written report to the Board to become a part of the minutes with support documents showing: beginning bank balance, itemized list of expenditures for previous month, deposits and ending bank balance for previous month, ~~a list of current month expenditures~~, and a list of non monetary donations, to be approved by the Board. Book revenues/expenses monthly. Prepare, in writing, any budget transfers for Board approval and ~~notify the Secretary ten (10) days in advance~~ for agendaizing the item(s).
7. Require two Board member signatures on all checks.
8. Confirm department purchases are within the approved budget.
9. Strive to make purchases on 30 accounts billable to the District.
10. Verify all accounts opened are authorized by the Board.
11. ~~Maintain a \$200 petty cash fund in the form of a debit card for each Fire Chief for authorized and budgeted expenditures for which written receipts and written invoices shall be submitted to the Treasurer and reconciled monthly.~~
12. ~~Provide emergency funds up to \$1000 as requested by the Fire Chiefs per verbal approval of the Board President or Vice President and submit to the Board at its next regularly scheduled meeting.~~
13. Prepare annual Preliminary Budget in June with Fire Chiefs and Budget Committee for Board approval.
14. ~~Annually prepare Chart of Accounts for distribution with the Final Budget adoption.~~
15. Submit Final Budget in September to the Board for approval.



16. *budget to actual* Annually: book yearend accruals, donations, fixed assets, process year end payroll taxes, prepare report of expenses ~~by category~~, EOY recap, facilitate ~~and~~ the Audit and the annual State Controller Special Districts Financial Transactions Report by the Auditor and other reports as may be required by government code and monitor deadlines.
17. Be responsible for other such duties as may be directed by the Board.
18. Annually, in July, prepare a list of all donations/monetary and non-monetary gifts for the fiscal year to the Board for acceptance.
19. Submit a quarterly electronic backup of all files for offsite storage and hard copy of all records for District storage to Board Secretary.
20. Record and monitor ~~Streetlight Fund per policy 6000~~, as a separate ~~account~~. *all Reserve fund balances, per district*

D. Confidentiality *Policy. \* Perform secretarial duties*  
*\* Maintain web-site.*

All documents, together with any knowledge otherwise acquired by Contractor relating to the District's business, shall be treated by Contractor as confidential information. Contractor shall not disclose or use, directly or indirectly, at any time, any such confidential information other than in the performance of this Contract. District shall have access to all written documents related to work done under this Contract.

E. Conflict of Interest

Contractor covenants that she presently has no interest and shall not acquire any interest that would directly or indirectly conflict in any manner or to any degree with the full and complete performance of the professional services required to be rendered under this Contract. Contractor further agrees to submit full disclosure statements, if such be legally required, pursuant to the requirements of the California Fair Political Practices Act or any other federal, state, or local provision of law, regulations, or conflict of interest code.

II COMPENSATION TERMS

A. Compensation

District agrees to compensate Contractor at the rate of Fifteen Dollars per hour (\$15.00) for a total not to exceed ~~Seven-Hundred-Fifty Dollars~~ *\$600* ~~(\$750.00) per fiscal year (July 1 through June 30)~~ and to reimburse contractor for actual expenses incurred upon presentation and Board approval of an itemized statement with supporting receipts.

B. Quarterly Invoice

Contractor shall submit to District at its regular monthly meeting, a quarterly invoice detailing dates, times of service rendered, as well as listing expenses, and including all receipts for said expenses.

C. Payment Exclusive

For services authorized and provided under the contract, payment set forth under Paragraph A shall be exclusive. Contractor shall be prohibited from billing or otherwise seeking payment for such services from the county or other government agencies.

D. Taxes

Contractor will be solely responsible for any and all federal state, and local taxes, charges, fees, or contributions required to be paid with respect to Contractor's performance of this Contract (including, but not limited to, Social Security and income tax withholding).

Contractor shall indemnify, defend and hold harmless the District and its officers, agents, and employees, to the extent permitted by applicable law, from and against any and all federal, state, and local taxes, charges, fees, or contributions required to be paid with respect to Contractor for the services performed under this contract.

If the Internal Revenue Service or any other federal or state governmental agency should inquire about, question, or challenge the independent contractor status of Contractor with respect to the district, the parties agree that: (1) each shall inform the other party of such inquiry or challenge; and, (2) the District shall have the right to participate in any discussion or negotiation occurring with the federal or state agency without regard to who initiated such discussions or negotiations. In the event the federal or state agency concludes that an independent contractor relationship does not exist, the District or Contractor may terminate this Contract immediately upon written notice.

E. Benefits

Contractor shall have no claim under this Contract or otherwise for unemployment compensation, insurance, vacation pay, sick leave, retirement benefits, Social Security benefits, disability insurance benefits, or any other employment benefits.

F. Workers' Compensation

During the term of this Contract, Contractor shall be covered by the District. Moreover, Contractor agrees to hold harmless and indemnify

District for any and all claims arising out of injury, disability, or death that may occur while performing the services provided in this Contract.

G. General Liability

During the term hereof, Contractor shall be covered by the District's Comprehensive General Liability Insurance.

H. Indemnification

Contractor shall indemnify, defend, and hold harmless the District and its officers, agents, and employees, to the extent permitted by applicable law, from and against any and all claims, liabilities, and losses whatsoever (including, but not limited to, damages to property and injuries to or death of persons, court costs, and attorney's fees occurring or resulting to any and all persons, firms and corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this contract, and from any and all claims, liabilities, and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death arising out of, connected with, or incidental to the Contractor's performance of services under this Contract, provided that this shall not apply to injuries or damage for which the District has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

III GENERAL PROVISIONS

A. Non-Discrimination

During the performance of this Contract, Contractor shall not unlawfully discriminate against any person because of race, religion, color, national origin, ancestry, citizenship, physical or mental disability, medical condition, marital status, age, veteran status, sex or sexual orientation, perceived or otherwise, in connection with or related to the performance of this Contract.

B. Non Assignment

None of the rights, privileges, interests, immunities, duties, or obligations created by this Contract are assignable by Contractor. Upon disability or inability to provide services by Contractor, this Contract shall terminate.

C. Qualifications

Contractor shall provide Internet connection to facilitate services and communication. Contractor shall have necessary skills and expertise to prepare mandated monthly, quarterly, and annual financial reports; possess knowledge of accepted accounting principals and procedures, maintain support documents and records in an appropriate manner for

auditing; work well with District personnel and Board members; operate ten key, computer, quick books, or other financial software approved by the District; ability to perform work and meet schedules, observe confidentiality be dependable and trustworthy. Further, Contractor shall be able to sit at computer for required periods of data preparation, lift up to ten pounds of binders of data. If Contractor fails to comply, this Contract shall be terminated as of the date of such noncompliance.

D. Governing Law

This contract will be deemed to have been made and shall be construed interpreted, and enforced pursuant to and in accordance with the laws of the State of California.

E. Compliance with Applicable Laws

All Services to be performed by Contractor shall be performed in accordance with all applicable federal, state, county laws. Such services shall be performed in accordance with all applicable ordinances and regulations, including, but not limited to, provisions pertaining to confidentiality of records and applicable quality assurance regulations.

F. Amendment

This Contract constitutes the entire understanding between the parties and supersedes any and all prior understandings and agreement, oral or written, relating to the subject matter of this Contract. Each party acknowledges that no representation, inducements, promises, or agreements, oral or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not included in this Contract and no other agreement, statement or promise not contained in this Contract shall be valid or binding. No alteration, variation, or amendment to the terms of the Contract shall be valid unless it is made in writing and is signed by the parties, and no oral understanding or agreement shall be binding on the parties.

G. Attorney's Fees and Costs

If any action at law or in equity is necessary to enforce or interpret the terms of this Contract, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.

H. Severability

If any provision of the Contract is held to be invalid, void, or unenforceable, the remainder of this Contract shall be severable and not affected.

I. Termination

This Contract may be terminated, either by the district or Contractor, at any time for any reason upon giving fifteen (15) days written notice to the other party. If so terminated the amount payable hereunder shall be made for the services provided up to the date of termination and as agreed by both District and Contractor. In the event of a material breach of this Contract, the District may cancel and terminate said Contract immediately upon written notice to Contractor. "Material breach" includes, but is not limited to the failure of the contractor to perform an essential requirement of this Contract that: (1) causes substantial harm to the interests of the District; or, (2) substantially deprives the District of a substantial benefit it reasonably expected under the Contract. A breach of contract may be deemed "material" if the cumulative effect of nonmaterial breaches is material. Upon termination, the District agrees to pay the Contractor for all services performed prior to termination that meets the requirements of this Contract.

J. Notice

Any notice required under this Contract shall be in writing and shall be deemed effective (1) upon actual delivery, if delivery is by hand; or, (2) upon deposit in the United States mail, postage prepaid with return receipt requested and addressed:

To Contractor: Rae Bell Arbogast  
P. O. Box 919  
Alleghany, CA 95910

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

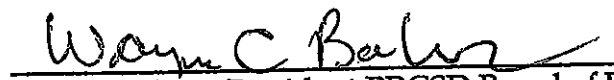
Dated:

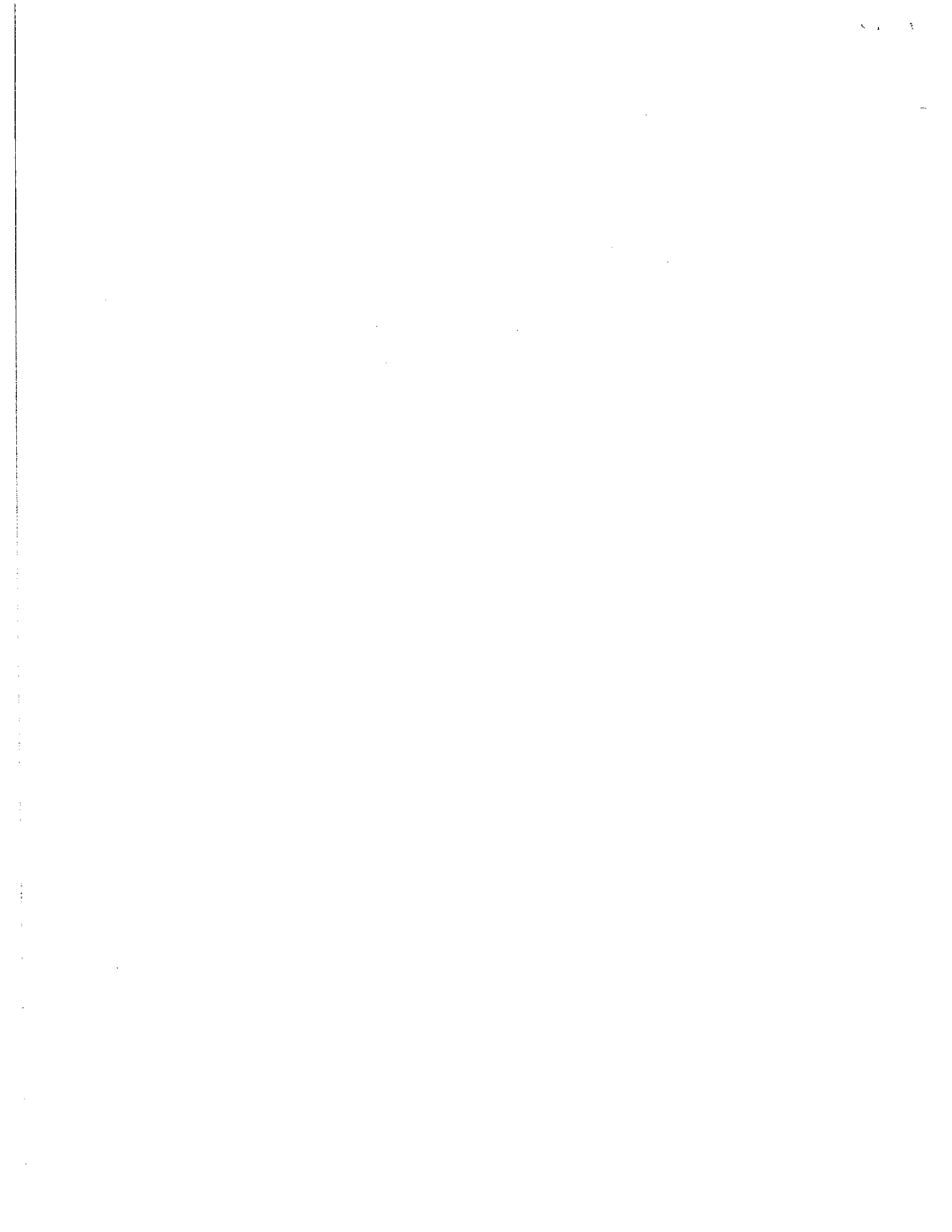
6/17/15

  
Rae Bell Arbogast, Contractor

Dated:

6/17/15

  
Wayne Babros, President PRCSD Board of Directors  
Pliocene Ridge Community Services District





PRCSD Budget History							
	acc#	NAME	11-12 Actual	12-13 Actual	13-14 Actual	14-15 Actual	16-17 Preliminary
INCOME	4020.1	Tax Revenue Fire	\$22,921.22	\$26,280.67	\$24,650.57	\$24,872.47	\$ 24,000.00
	4030.1	Donations District				\$509.00	
	4030.2	Donations Alleghany	\$680.95	\$1,077.05	\$11,536.94	\$10,000.00	\$ 2,667.50
	4030.3	Donations Pike	\$5,932.22	\$2,866.60	\$2,721.58	\$2,500.00	\$ 2,960.00
	4040.1	Grants District	\$921.80	\$1,000.00	\$1,492.52	\$1,000.00	\$ 1,000.00
	4040.2	Grants Alleghany		\$ 714.77	\$ 738.11	\$ -	\$ 2,667.50
	4040.3	Grants Pike	\$ 3,123.70	\$ 736.26	\$ 1,440.29	\$ -	\$ 2,960.00
	4060.2	Surplus Sales Alleghany			\$ 950.00	\$ 5,125.00	
	4060.3	Surplus Sales Pike				\$ 100.00	
	4070.2	Mutual Aid Alleghany	\$ 333.96		\$ 2,060.47	\$ -	
	4070.3	Mutual Aid Pike	\$ 1,390.12	\$ 1,903.32	\$ 2,640.88	\$ 1,178.76	
4082.0	Other Income	\$130.07	\$11.57	(\$188.28)	\$13.46		
	<b>Revenue Total</b>	<b>35,434.04</b>	<b>34,590.24</b>	<b>48,043.08</b>	<b>45,298.69</b>	<b>\$ 36,255.00</b>	
OVERHEAD EXPENSES	6170.2	Electricity Alleghany	\$701.13	\$736.73	\$793.73	\$620.65	\$ 800.00
	6170.3	Electricity Pike	\$891.72	\$1,028.70	\$1,411.76	\$1,144.04	\$ 1,500.00
	6172.2	Telephone Alleghany	\$181.23	\$226.78	\$189.53	\$186.22	\$ 190.00
	6172.3	Telephone Pike	\$142.47	\$187.35	\$193.12	\$193.48	\$ 200.00
	6174.2	Water Alleghany	\$396.00	\$441.00	\$432.00	\$432.00	\$ 480.00
	6176.2	Propane Alleghany	\$527.39	\$908.68	\$293.75	\$333.70	\$ 375.00
	6180.1	Insurance	\$9,237.90	\$8,113.00	\$5,714.00	\$7,275.00	\$ 4,293.00
	6230.1	Compliance/Training	\$113.22		\$156.69	\$6.00	\$ 150.00
	6250.1	postage/copies/office supplies	\$97.00	\$171.31	\$240.74	\$10.40	\$ 250.00
	6265.1	County Mgmt Fee	\$2,780.02	\$2,539.65	\$ 2,156.90	\$143.25	\$ 2,820.00
	6270.1	Bookkeeping	\$730.00	\$750.00	\$585.00	\$ 2,310.20	\$ 1,200.00
	6273.1	Auditor Fee		\$ 5,693.95	\$ 2,000.00	\$427.50	\$ 2,000.00
	6275.1	Public Relations - website				\$ 2,000.00	\$ 320.00
	6280.2	Solid Waste Fee Alleghany	\$407.70	\$67.94	\$77.94	\$77.94	\$ 78.00
	6280.3	Solid Waste Fee Pike	\$312.56	\$122.30	\$140.30	\$93.54	\$ 94.00
	6295.2	Building Maint. Alleghany	\$680.95	\$15.00	\$614.08		\$ 1,375.00
6295.3	Building Maint. Pike		\$ 49.35	\$ 1,054.76	\$ 1,238.19	\$ 1,375.00	
6704.0	Other Expenses	30.00	23.00		2.82		
	<b>Overhead Expense Subtotal</b>	<b>\$17,229.29</b>	<b>\$21,074.74</b>	<b>\$16,054.30</b>	<b>\$16,494.93</b>	<b>\$ 17,500.00</b>	
AVFD	7230	Op Compliance/Training	\$708.05	\$521.48	\$442.50	\$983.61	\$ 600.00
	7296	Mutual Aid Payroll	\$ 156.15		\$ 960.68	\$ -	
	7300	Small Equipment	\$675.32	\$ 2,802.69	\$ 2,993.86	\$ 592.15	\$ 5,835.00
	7301	Equipment Repairs & Maint.		\$670.49		\$ 134.75	\$ 500.00
	7350	Fuel	\$726.45	\$787.92	\$ 792.97	\$ 361.65	\$ 800.00
	7630	Vehicle Repair & Maint.	\$1,050.28	\$654.39	\$ 2,810.52	\$ 77.68	\$ 1,000.00
	7651	FIXED ASSET expenditures			\$ 10,000.00	\$ 10,000.00	\$ -
7660	Supplies	\$ 443.63	\$ 144.00	\$ 125.33	\$ -	\$ 250.00	
	<b>AVFD Expense Subtotal</b>	<b>\$3,759.88</b>	<b>\$5,580.97</b>	<b>\$18,125.86</b>	<b>\$12,149.84</b>	<b>\$ 8,985.00</b>	





PRCSD Budget History		11-12 Actual	12-13 Actual	13-14 Actual	14-15 Actual	16-17 Preliminary	
acc#	NAME						
PCVFD	8230 Op Compliance/Training	\$391.28	\$615.80	\$724.61	\$1,111.03	\$ 800.00	
	8296 Mutual Aid Payroll	\$ 732.54	\$ 712.01	\$ 693.81	\$ 533.72		
	8300 Small Equipment	\$6,852.79	\$2,361.24	\$ 2,202.22	\$ 3,387.51	\$ 6,420.00	
	8301 Equipment Repairs & Maint.			\$ 279.23	\$ 714.18	\$ 500.00	
	8350 Fuel	\$509.10	\$623.07	\$ 525.74	\$ 601.98	\$ 800.00	
	8630 Vehicle Repair & Maint.	\$2,670.17	\$368.05	\$ 190.17	\$ 550.32	\$ 1,000.00	
	8651 FIXED ASSET expenditures				\$ 2,500.00		
	8660 Supplies	\$ 80.00	\$ 38.71	\$ 403.92	\$ 334.66	\$ 250.00	
<b>PCVFD Expense Subtotal</b>		<b>\$11,235.88</b>	<b>\$4,718.88</b>	<b>\$5,019.70</b>	<b>\$9,733.40</b>	<b>\$ 9,770.00</b>	
Lights	9020 Streetlight Tax Revenue	\$ 4,969.00	\$ 5,083.79	\$ 5,004.30	\$ 4,873.00	\$ 4,873.00	
	9030 Streetlight Donations	\$ 100.00	\$ -		\$ 465.00		
	<b>Streetlight Income Total</b>		<b>\$ 5,069.00</b>	<b>\$ 5,083.79</b>	<b>\$ 5,004.30</b>	<b>\$ 5,338.00</b>	<b>\$ 4,873.00</b>
	9170 Streetlight Expense Alleghany	\$ 3,878.29	\$ 3,733.83	\$ 4,495.42	\$ 4,288.25	\$ 4,284.00	
	9171 Streetlight Expense Forest	\$ 481.59	\$ 486.05	\$ 538.32	\$ 513.06	\$ 448.00	
	9172 Streetlight Admin. Expenses				\$ 80.50		
	Streetlight portion county management fee				\$ 437.87	\$ 438.57	\$ 424.00
	<b>Streetlight Expense Total</b>		<b>\$ 4,359.88</b>	<b>\$ 4,219.88</b>	<b>\$ 5,471.61</b>	<b>\$ 5,320.38</b>	<b>\$ 5,156.00</b>
<b>Lights Net Income or (LOSS)</b>		<b>\$709.12</b>	<b>\$863.91</b>	<b>(\$467.31)</b>	<b>\$17.62</b>	<b>\$ (283.00)</b>	
P & L	Total Expenses (without lights)	\$32,225.05	\$31,374.59	\$39,199.86	\$38,378.17	\$ 36,255.00	
	<b>INCOME LESS EXPENSES WITHOUT LIGHTS</b>	<b>\$3,208.99</b>	<b>\$3,215.65</b>	<b>\$8,843.22</b>	<b>\$6,920.52</b>	<b>\$ -</b>	
	Lights addition or (subtraction)	\$709.12	\$863.91	(\$467.31)	\$17.62	\$ (283.00)	
	<b>Income Statement net change</b>	<b>\$3,918.11</b>	<b>\$4,079.56</b>	<b>\$8,375.91</b>	<b>\$6,938.14</b>	<b>\$ (283.00)</b>	
<b>CASH FLOW ADDITIONS AND DELETIONS</b>							
CASH FLOW	(increase) decrease in Accounts Receivable		(\$5,003.16)	(\$1,447.58)	\$3,462.38		
	(decrease) increase in Account Payable		(\$2,623.62)	\$4,268.70	(\$3,225.66)		
	Retained Earnings CHANGE			\$317.84			
<b>NET CHANGE CASH FLOW</b>			<b>(\$3,547.22)</b>	<b>\$11,514.87</b>	<b>\$7,174.86</b>	<b>\$ (283.00)</b>	
Funds	<b>Fund sheet done with final budget</b>						
	Fund Additions		(\$8,307.39)	(\$3,235.15)	(\$5,726.38)		
	Fund Withdrawals		\$5,906.70	\$1,107.20	\$1,238.19	\$ 283.00	
	Contingency Fund withdraw or (add)				(\$2,400.00)		
	<b>Net (moved to) or taken from funds</b>		<b>(\$2,400.69)</b>	<b>(\$2,127.95)</b>	<b>(\$6,888.19)</b>	<b>\$ 283.00</b>	
<b>NET CHANGE -WITH CASH FLOW ADJUSTMENTS &amp; FUNDS</b>		<b>\$3,918.11</b>	<b>(\$5,947.91)</b>	<b>\$9,069.08</b>	<b>\$286.67</b>	<b>\$0.00</b>	
Fund Balances	Year end (June 30th)	11/12	12/13	13/14	14/15	15/16	
	Contingency Fund	\$3,100.00	\$ 8,100.00	\$ 8,100.00	\$ 10,500.00		
	Audit Fund	\$3,950.00	\$ -				
	Streetlight Fund	\$1,760.92	\$ 2,218.13	\$ 1,750.82	\$ 1,768.44		
	PCVFD Building Fund	\$8,330.79	\$ 8,569.05	\$ 8,318.57	\$ 7,209.39		
	PCVFD Vehicle Fund	\$655.48	\$ 1,310.70	\$ 2,381.59	\$ 2,836.34		
	AVFD Building Fund	\$475.30	\$ 475.30	\$ 695.26	\$ 695.26		
	AVFD Vehicle Fund	\$ 416.82	\$ 416.82	\$ 1,971.70	\$ 7,096.70		
	Interest will move to general fund						
<b>Total Funds</b>	<b>\$18,689.31</b>	<b>\$ 21,090.00</b>	<b>\$ 23,217.94</b>	<b>\$ 30,106.13</b>			

FY 15/16 not closed-out / not included in budget history. YTD budget sheet provided at meeting. Will be added with final version adoption.

