



Staff report for meeting date 9/15/2022 (note the Aug. regular board meeting was cancelled due to the lack of a quorum)

Prepared by Rae Bell – *disclaimer: any opinions expressed in this document belong to the author and do not represent the official stance of the district.*

#### Agenda item 4. a) Correspondence

**Incoming:** biannual conflict of interest code review docs from Sierra County, \$50 donation from James Blanton, Jr., Notice of credit increase from credit card company (was \$15,000 now is \$17,400), building permit for electrical installation for sign at Pike Firehouse

**Outgoing:** get well card to VP Bruce Coons, signed biannual conflict of interest code review doc returned to Sierra County, electronic sign building permit fee waiver request sent to Sierra County BOS, Thank you card to James Blanton Jr. for \$50 donation, USFA Fire Dept. registry annual update submitted, updated Salary Survey sent to State OES, thank you letter and receipt to AK & CM Jennings Foundation for \$3,000 donation to the Pike City Fire Department, Letter of Support CA Resilience Challenge Sierra Business Council & Sierra County

#### Agenda item 4. b) 5 Board member/Staff reports

- Fire Risk Reduction Communities List, as reported last spring: The state is putting together a program to prioritize grant funding recipients based on legislation passed a couple of years ago. Entities on the newly created Fire Risk Reduction Communities List will have an advantage when applying for specific types of funds. **PLIOCENE RIDGE CSD MADE THE LIST!** Only 27 entities in the entire state made the list on its inaugural publication. Our participation in the firewise communities and due diligence on the paperwork is what made this possible. Hopefully we can take advantage of the opportunity it provides to secure grant funding.
- Well Pump at the Pike Firehouse was replaced on August 4<sup>th</sup>. Thanks to Jim Buckbee for taking the lead on this. Total cost \$2,246.81 plus incidentals. The old pump was over 30 years old! This will be booked as a capital expenditure, per district policy.
- NFIRS (National FIRE Incident Reporting System) – still no update, keeping this as a placeholder.
- Signage for firehouses (placeholder) nothing new to report.

**Agenda item 4. b) 6 Firewise Communities** – An update was typed for the Pike Community Support Foundation’s most recent newsletter – All firewise expenses and my time through June 30, 2022 (end of the fiscal year) were submitted to Sierra County for reimbursement and it was paid. Total \$567.54 (see July deposits). All work submitted to-date by community members has been entered in the online portal for each community along with the public outreach that has been done. Both communities have exceeded the minimum requirements to renew with Firewise USA for calendar year 2022.

#### Agenda item 4. b) 7 Firehouse Projects and ADA compliance

I am actively working with the Sierra Business Council again to try and take advantage of their partnership with PG&E for energy efficient upgrades for public entities. The Sierra Business Council acts as a liaison between PG&E and independent providers of the upgrades. The first company that we tried didn’t work out very well, and the person who I was working with, with the Sierra Business Council moved onto another job. Hopefully we aren’t back at square one and can utilize the information already provided to the other independent contractor. The project previously identified is looking into installing mini-split pump heaters in the Rescue Engine Bay in Pike and at Station 1 in Alleghany.

Status of building permit for making the rescue bay at the Pike Firehouse ADA compliant. Report to be provided at meeting.

#### **Agenda item 4. b) 8 Pending Grants**

- ❖ CDF 50/50 grant for Fiscal year 21/22 – The hose and one set of turn-outs arrived in June. (Items were ordered in February!) Invoice in the amount of \$4,272.61 was submitted to CDF and paid in July. We are still waiting for the EMS turn-outs, but they have been paid for.
- ❖ CDF 50/50 grant for Fiscal year 22/23 – An application for equipment for 10 hose packs was submitted timely. This will be split 50/50 between both depts. if awarded. Notifications of award or denial usually go out in August. Total projected cost \$10,328. (half to be paid by CDF) The following update was received from Cal fire on Sept. 7<sup>th</sup>: Your grant application for the Volunteer Fire Capacity grant was not selected for funding from the original amount of grant money CAL FIRE received. However, CAL FIRE was fortunate enough to receive additional funding from the United States Forest Service (USFS) just the other week. CAL FIRE is awaiting the award letter from the USFS for this additional funding and cannot extend awards out to Volunteer Fire Departments until we have a fully signed award letter in hand. **Your department has been selected to receive this additional funding and it is likely I can deliver award announcements by the end of the month or early October.**

#### **Agenda item 5. a)1 Policies and Procedures: Proposed changes to Policy 2010 FUNDS**

For the first 12 years of the district's existence the county management fee ran 9% (this is the amount that the County charges per State Law for collecting & dispersing the district's tax revenue). A few years ago, in an attempt to simplify the district's accounting process, the procedure for calculating the Streetlight portion of the County management fee was changed to a flat 9% of the total revenue.

Well, wouldn't you know it? When I was preparing the FY 22-23 budget documents, I noticed that the fee was 14% for FY 19/20 and 13% for FY 21/22. I did a look-back and the 9% was steady through FY 17/18, then for FY 18/19 it went to 10% and FY 19/20 = 12%. SO we need to revert back to the old method.

#### **FROM** (current language)

The streetlight fund shall also pay its fair share of the County Management fee (the amount that the County charges per State Law for collecting & dispersing the district's tax revenue) The amount charged to the Streetlight fund to cover its share of the County Management fee shall be 9% of the total streetlight revenue for the corresponding year.

#### **TO**

The streetlight fund shall also pay its fair share of the County Management fee (the amount that the County charges per State Law for collecting & dispersing the district's tax revenue) At the closing of each fiscal year, the district treasurer or designee shall determine the percentage charged on the total tax revenue and apply that percentage to the streetlight tax revenue. This amount shall be charged to the streetlight fund as its share of the County Administrative fee for the corresponding fiscal year.

#### **Agenda item 5. a)3 Surplus Truck Sales**

As reported in June, the 1968 Structure Truck from Alleghany (old 7180) was listed on the govdeals.com website after it failed to sell utilizing classified ads and craigslist. It was listed on govdeals for 2 weeks with a minimum reserve of \$10,000 then for two weeks with a minimum reserve of \$7,500. In both instances the maximum bid was \$5,000. One of the earlier bidders then offered PRCSD \$6,000 with a June 24<sup>th</sup> expiration date. After consulting both the PRCSD resolution made to sell the trucks and the auction site which specializes in government sales, it was determined that district management could accept the offer of \$6,000 without having to call a special meeting.

All monies have been received and deposited as of this writing. The 1971 Brush Engine still needs to be moved, but the buyer of the 1968 structure truck came to Alleghany on August 20<sup>th</sup> and got it.

**THE FUNDS MASTER SHEETS** Have been updated as of August 31<sup>st</sup> and the reserve fund account is also current. **FUND SHEETS** are included in this month's meeting packet. Last year, I created a webpage for FUNDS on the financial information page for easy access. <https://www.plioceneridge.org/reserve-funds>