

**MINUTES of the Regular Meeting of the Board of Directors of Pliocene Ridge CSD
Held Wednesday February 17, 2016 6:30 PM Station 71 105 Plaza Court, Alleghany.**

1. A QUORUM was established and the meeting called to order at 6:30 pm by President Wayne Babros. Board members present: Wayne Babros, Daniel Guyer and Bruce Coons. Also present were Pike assistant chiefs Jim Buckbee and Tom Starr and Alleghany assistant chiefs David Arbogast and Ned Cusato; Alleghany Auxiliary Board Members: Bob Hale and Vickie Tenney, Pike Auxiliary Board Members Gracie Knowles, Roland Robertson and Denise Ruane. Interim Secretary Rae Bell was present and took the minutes. Flag Salute.

2. PUBLIC COMMENT: None.

3. INFORMATION/DISCUSSION ITEMS

a) Correspondence: Incoming: Letter from Boden, Klein & Sneesby independent auditors dated 11/5/15 reporting no significant findings during FY 14/15 audit. Delinquent notice from State Controller re: Financial Transactions report (auditors responsibility). Notice from Alleghany County Water District dated 12/21/15 regarding public hearing for proposed rate increase to be held Feb 9, 2016 along with instructions on how to protest the proposed rates. Another notice from Alleghany County Water District dated 2/2/16 regarding rescheduling of public hearing for proposed rate increase from Feb. 9th to March 22nd. Rate proposal modified based on prop. 218 legal concerns. **Outgoing:** Thank you letter dated Nov. 22, 2015 to Camptonville Volunteer Fire Dept. and CSD for the Jaws of Life that they recently donated to Alleghany. Cover letter for financial transactions report to State Controller's office mailed 12/18/15.

b) Committee/Member/Business Reports:

1. *Alleghany Assistant Chiefs Arbogast and Cusato* Reported three medical transports in January. A new set of tire chains have been purchased and put on Structure Truck 7181.

2. *Pike Assistant Chiefs Buckbee and Starr* reported that the new rescue truck donated by Camptonville fire has been put into service. Everybody pitched in to get it equipped and it is great to have on calls. 6770 is back to being a wildland truck but they do need to get a new medical bag for it, since all the medical equipment was moved to the new rescue truck 6740.

3. *Station 71 Auxiliary* No report.

4. *Station 67 Auxiliary* Roland Robertson had questions about insurance coverage for the auxiliary. It was explained that both auxiliaries are covered under the district's policy. As far as equipment goes, in order for it to be covered, it needs to be donated to the district so that it can be added to the equipment inventory which is used for insurance values.

Station 67 Auxiliary continued:

Roland asked if anybody would object to putting a mail slot at the Pike Firehouse and there were no objections. This is a security concern, with mail thefts becoming a common occurrence. Roland to check with the postal service to see if this can be done.

The Pike Auxiliary would like to help get the wheelchair ramp and second exit finished for the upstairs community room in Station 67. There was a discussion about how this might be accomplished.

The Pike Auxiliary will be sending out a newsletter in March. They are floating the idea of having another Chili cook-off fundraiser and will decide whether-or-not to move forward based on the response they get.

5. *Risk Manager Report:* Daniel Guyer reported that the Loss Prevention Incentive Program (LPIP) paperwork is due the first week of March. The district is supposed to come up with a new training emphasis for the year in order to get more points. It was noted by Bruce Coons that an OSHA approved instructor has a part-time home in Alleghany and has offered to teach classes. It was suggested that Pliocene Ridge could host trainings inviting other departments as well. This is a way to earn even more LPIP points (which reduce the insurance premium). "Confined Spaces" was suggested as the first topic. Bruce will work on scheduling the training. Dan confirmed that the new rescue truck has been added to the district's insurance.

6. *Board Members:* No reports

7. *Standing Committee Reports: Streetlights:* Bruce Coons reported that PG&E still has not correctly fulfilled the shut-off request submitted last year for two lights. Instead of turning off one light in Alleghany and one in Forest City as instructed, they shut off two in Forest City and neither one is the one that was supposed to be turned off. They did not shut off the light in Alleghany. Vickie Tenney asked how many lights have been shut-off since the district formed and that info. was not readily available. She asked why lights keep being shut off when the amount of money hasn't changed. She was informed that the district's streetlight revenue has declined since the district formed because it is based on property values in Alleghany which have gone down. She requested a list of how many lights have been shut-off since the district was formed.

Budget Committee: No report

4. ACTION ITEMS

a) *Approval of minutes dated 11/18/15 Regular meeting* Moved to approve with corrections by Bruce Coons 2nd by Daniel Guyer. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

b) *Approval of treasurer's reports dated 11/30/15, 12/31/15 and 1/31/16.* Moved by Daniel Guyer 2nd by Bruce Coons. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

c) *Unfinished Business*

1. No new board members.

2. No report on the Wayman Dam project. Roland Robertson volunteered to make an inquiry and provide a report at the next district meeting.

3. Copies of the audit report for FY 14/15 were provided to the board and emailed to Sierra County Auditor Van Maddox and Supervisor Lee Adams.

4. The second reading of resolution 2015-057 and ordinance # 1 was done. A motion to approve both was made by Daniel Guyer 2nd by Bruce Coons.

. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

5. Under Public Relations mail-out Rae Bell reported that she did not get this done as approved at the Nov. meeting. She pointed out that she has been involved with the district since it formed and that she is tired of the district being “demonized”. The few people willing to donate time are the ones who get criticized the most. We are so short on people and resources that everybody needs to pull together and make the best of the situation. She revised the second paragraph of the mail-out to better reflect why the auxiliaries were kept in place and in order to give them credit for contributing to keeping our fire services going. The district itself is a public relations nightmare because some community members are still not happy about Sierra County forcing Pike and Alleghany to form a district (even after more than 10 years); and unlike a fire district or volunteer fire department most people have no idea what a “community services district” is. She presented a new district logo for approval. The new logo reflects the fact that Pliocene Ridge CSD is acting primarily as a fire district and that it encompasses both AVFD and PCVFD. This tied directly to item 2 under “new business”. Early last fall research was done on web services for government agencies. At that time it was concluded that the \$50 per month package offered to Calif. Special Dist. Assoc. members was a very good deal. There is no initial set-up fee and the fee includes domain name registration and hosting in addition to website management and full tech support. The interface for posting to the site is simple to use and is geared specifically to special districts for promoting transparency. This month, with recent communications with streamline web services (reminding them that the district’s annual budget is only approx. \$30,000) they created a new pricing tier for districts with budgets under \$50,000. Their newly created lowest tier is \$25 per month with all the same services that are offered at the higher prices. A motion was made by Daniel Guyer 2nd by Bruce Coons to approve signing up for the streamline website service and to adopt the new district logo. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

A motion was also made to approve the revised public relations letter with the addition of the new website information and logo. Motion made by Bruce Coons, seconded by Daniel Guyer. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

e) New Business

1. It was noted that the board does need to review its policies and procedures.
2. Streamline website service was covered under “old business” above.
3. Condition of Alleghany Firehouse: Rae Bell reported that after the Nov. meeting she remembered that when the front of the firehouse was re-sided* the plan was to address the drainage issue by opening the uphill side of the culvert in front of the bay doors and directing the run-off on that side of the firehouse into it. There was a discussion about how this could be accomplished. An excavator smaller than anything the County has would be best for the job. Rae to check with Faris Dolgoff about possibly using his excavator. Daniel Guyer pointed out that the ice build-up near the front door is also a safety concern and dealing with the drainage would alleviate that problem. He also pointed out that the front of the firehouse still needs to be calked and painted. It was decided to schedule a work party to get that done when the weather is better. *Besides redoing the siding on front of the firehouse that project included replacing the electrical box, some rewiring and addressing a large leak where the façade attaches to the front of the building.

4. Election of Officers: Motion made by Daniel Guyer, 2nd by Bruce Coons to keep the current slate of officers in place: Wayne Babros, President, Daniel Guyer Vice President, Rae Bell Arbogast Interim Secretary/Treasurer. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

5. Accept Audit agreement for FY 15/16 from Boden, Klein and Sneesby. They are willing to do the audit for the same price as last year. Motion made by Daniel Guyer, 2nd Bruce Coons to accept the audit agreement. **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

6. A calendar of meetings for 2016 was presented for approval. Motion to approve made by Bruce Coons, 2nd Daniel Guyer **Motion passed: 3 Ayes, 0 Nays, 0 Absent, 0 Abstain, 2 Vacant.**

ANNOUNCEMENTS

1. It was announced that a new librarian: Robbin DeWeese has been hired for Alleghany. 2. There will be a free First Aid/ CPR class at the Pike firehouse on April 23rd. This is the lay-person version of the class. 3. Pike and Alleghany Fire Depts. will be having a joint training on Monday Feb. 22nd. 4. Alleghany County Water District is hosting a "Board Roles and Responsibilities" workshop given by the California Rural Water Association on May 3rd at 6pm at the Alleghany Firehouse. While this is geared towards water districts, most of it applies to other special district boards as well and the PRCSD board is invited to attend.

NEXT MEETING DATE: March 16, 2016 at the Pike Firehouse, 100 Pike City Rd. Pike.

NEXT MEETING AGENDA ITEMS Firehouse projects for both Pike and Alleghany.

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 February 17, 2016 6:30 pm
Alleghany Firehouse 105 Plaza Court, Alleghany**

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 November 18, 2015
- b) Approval of Treasurer's reports dated November 30th, December 31st 2015 and January 31, 2016.
- c) Unfinished business:
 - 1. Vacancies on the board (Statement of facts roster of Public Agencies file with Secretary of State when vacancies are filled)
 - 2. Wayman Dam Project
 - 3. Independent auditor's report
 - 4. Ordinance for billing non-residents for emergency response (second reading)
 - 5. Public Relations mail-out (not done)
- d) New business
 - 1. Ongoing bylaws & Policy review and/or update:
 - 2. Streamline website service.
 - 3. Condition of Alleghany Firehouse
 - 4. Election of Officers
 - 5. Accept Audit agreement letter from Boden, Klein and Sneesby
 - 6. Approve 2016 meeting schedule

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 CSD, Sierra County California:


Regular Meeting Agenda Meeting Date February 17, 2016

In the following location(s):

Alleghany Post Office Bulletin Board on 2/10/16
At the Alleghany Firehouse (meeting location) 2/10/16

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

Signed under penalty of perjury: X



Rae Bell Arbogast

emailed packets 2/10/16



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: **November 30, 2015**

Beginning Checking Account Balance \$ **2,541.20**

Deposits

Budget Line #	Date	From:	For:	Amount
4030.3	11/2	PCVFD	50% of sales tax on CDF grant	\$ 162.99

Deposits Total \$ **162.99**

Expenditures

Budget Line #	Ck #	Date	To:	For:	Amount
	2358	11/9	AT&T		\$ 32.79
6172.2				Phone Alleghany	\$ 16.66
6172.3				Phone Pike	\$ 16.13
6176.2	2359	11/9	Brown's Gas Co.	Propane Alleghany	\$ 121.84
	OL	11/23	PG&E		\$ 509.73
6170.2				PG&E Alleghany	\$ 43.88
6170.3				PG&E Pike	\$ 86.64
9171.4				Streetlights - Forest	\$ 21.40
9170.4				Streetlights - Alleghany	\$ 357.81

Expenditures Total \$ **664.36**

Chief 71 Card	\$ 29.01
	\$ 29.01

Ending Checking Account Balance \$ **2,039.83**

Starting Savings account balance \$ **12,851.17**

transfer from checking
 interest earned
 transfer to FUNDS

Ending Savings Account Balance \$ **12,851.17**

Balance on Prepaid Cards \$ **29.01**

General Fund (accounts listed above) Total \$ **14,920.01**

Reserve account Starting Balance \$ **30,108.32**

interest earned
 transfer to checking

Reserve account Ending Balance see reverse for details \$ **30,108.32**

Total ALL FUNDS \$ **45,028.33**

Reserve BALANCES

Unallocated	Contingency Fund	\$ 10,500.00
Allocated	Streetsight 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	\$ 2.19
Total Funds		\$ 30,108.32



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: December 31, 2015

Beginning Checking Account Balance \$ 2,039.83

Deposits

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

Expenditures

Budget Line #	Ck #	Date	To:	For:	Amount
	EFT	12/1	credit card payment	variuos see budget sheet for detail	\$ 148.20
	2360	12/7	AT&T		\$ 32.79
6172.2				Phone Alleghany	\$ 16.69
6172.3				Phone Pike	\$ 16.10
	2361	12/7	Sierra Couty Public Works		\$ 154.19
7350				Fuel Alleghany	\$ 59.56
8350				Fuel Pike	\$ 94.63
	OL	12/28	PG&E		\$ 592.83
6170.2				PG&E Alleghany	\$ 132.63
6170.3				PG&E Pike	\$ 80.92
9171.4				Streetlights - Forest	\$ 21.41
9170.4				Streetlights - Alleghany	\$ 357.87
				Expenditures Total	\$ 928.01

Chief 71 Card	\$ 29.01
	\$ 29.01

Ending Checking Account Balance \$ 1,111.82

Starting Savings account balance \$ 12,851.17

transfer from checking
 interest earned \$ 1.02

transfer to FUNDS

Ending Savings Account Balance \$ 12,852.19

Balance on Prepaid Cards \$ 29.01

General Fund (accounts listed above) Total \$ 13,993.02

Reserve account Starting Balance \$ 30,108.32

interest earned \$ 2.28

transfer to checking

Reserve account Ending Balance see reverse for details \$ 30,110.60

Total ALL FUNDS \$ 44,103.62

Closing date 12/31/15

Reserve Balances	
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 \$ 4.47
	Total Funds \$ 30,110.60



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: January 31, 2016

Beginning Checking Account Balance \$ 1,111.82

Deposits

Budget Line #	Date	From:	For:	Amount
4030	1/7	CDF Grant	50% pagers for Pike	\$ 1,995.00
	1/14	transfer from savings		\$ 2,000.00
Deposits Total				\$ 3,995.00

Expenditures

Budget Line #	Ck #	Date	To:	For:	Amount
	eft	1/6	Credit Card payment		\$ 384.79
	2362	1/11	AT&T		\$ 32.87
6172.2				Phone Alleghany	\$ 16.77
6172.3				Phone Pike	\$ 16.10
6273.1	2363	1/11	Boden, Klein & Sneesby	Audit	\$ 2,000.00
6230.1	2364	1/11	Calif. Special District Ass.	membership	\$ 103.00
6270.1	2365	1/11	Rae Bell	2nd quarter bookkeeping	\$ 127.50
7630	2366	1/11	Reibes	Chains for 7181	\$ 168.15
	eft	1/24	Credit Card payment		\$ 139.42
Expenditures Total					\$ 2,955.73

Chief 71 Card	\$ 29.01
	\$ 29.01

Ending Checking Account Balance \$ 2,151.09

Starting Savings account balance \$ 12,852.19
 deposit (Tax check) \$ 13,389.23
 interest earned
 transfer to Main Checking \$ (2,000.00)
Ending Savings Account Balance \$ 24,241.42

Balance on Prepaid Cards \$ 29.01

General Fund (accounts listed above) Total \$ 26,421.52

Reserve account Starting Balance \$ 30,110.60
 interest earned
 transfer to checking
Reserve account Ending Balance see reverse for details \$ 30,110.60

Total ALL FUNDS \$ 56,532.12



Pliocene Ridge Community Services District

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

DRAFT

What is Pliocene Ridge CSD? (PRCSD)

Pliocene Ridge CSD was formed a little over ten years ago (2004) primarily to serve as a fire district for Alleghany, Forest City and Pike. This was done in order to secure tax funding for both the Pike and Alleghany fire departments and in order to combine certain expenses such as insurance in order to save money. In addition to fire services PRCSD administers the streetlights for Alleghany and Forest City.

Both the Pike and Alleghany Volunteer Fire Departments established public benefit non-profit organizations in the early 1980s. Rather than fold these non-profits entities when the district was formed they were kept in place mainly as fundraising auxiliaries for each individual fire department. Both departments continue to use the names: Alleghany Volunteer Fire Department (AVFD) and Pike City Volunteer Fire Department (PCVFD). Both departments have contributed significantly to keeping our fire services going.

The fact that AVFD and PCVFD continue to use their respective department names combined with the fact that Pliocene Ridge was formed as a Community Services District and not a Fire District has caused a lot of confusion.

The PRCSD board is a five-member board appointed by the Sierra County Board of Supervisors. The original idea was to have at least two members each from Alleghany and Pike and one from Forest City. We have yet to procure a board member from Forest City (population 2).

The board meets once a month at 6:30pm on the 3rd Wednesday and alternates between the firehouses in Alleghany and Pike. (Even months Alleghany, odd months Pike)

Currently there are two vacancies on the Pliocene Ridge CSD Board of Directors.

We need your help providing the vital service of fire protection to our communities!

Please consider joining us. Board members must reside within the district (full or part-time) and be a registered Sierra County Voter. Directors are appointed by the Sierra County Board of Supervisors.

If you are interested please contact Rae Bell Arbogast 287-3223 (wk) 287-3454 (hm) email: raebell44@gmail.com


Applications are also available on the Sierra County Website, contact the Clerk Recorder's office for assistance.

Current Directors and Officers:

- President/Director: Wayne Babros (Alleghany)
- Vice President/Director: Daniel Guyer (Pike City)
- Treasurer/Interim Secretary (not a director): Rae Bell Arbogast (Alleghany)
- Director: Bruce Coons (Alleghany)

DRAFT



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

Resolution No. 15-057

A RESOLUTION ADOPTING A SCHEDULE OF FEES FOR SERVICES PROVIDED TO NON RESIDENTS.

WHEREAS, Pliocene Ridge CSD is authorized to charge non-residents for services rendered pursuant to California Health and Safety Code, Section 13910 and Government Code Section 61100.

WHEREAS, Pliocene Ridge CSD shall cause to be published Ordinance 1 setting forth in particular all provisions of said fees, billing procedures, collection procedures and parties involved.

WHEREAS, the Ordinance shall take effect sixty days after this date of adoption and after appropriate publication.

NOW THEREFORE, BE IT RESOLVED by the Pliocene Ridge CSD Board of Directors that a new schedule of fees for services provided for non-residents is hereby adopted.

Adopted this 17th day of February 2016 at a Regular Meeting of the Pliocene Ridge Community Services District Board of Directors by the following vote:

AYES: Babros, Coons, Guyer
NAYES: 0
ABSENT: 0
ABSTAIN: 0
VACANT: 2

Wayne C Babros 2-17-16
Wayne Babros, President Date

Rae Bell Arbogast
Rae Bell Arbogast, Interim Secretary

**PLIOCENE RIDGE COMMUNITY SERVICES DISTRICT
ORDINANCE NO# 1**

**ORDINANCE ESTABLISHING A SCHEDULE OF FEES FOR SERVICES
PROVIDED BY THE DISTRICT**

**THE BOARD OF DIRECTORS OF THE PLIOCENE RIDGE COMMUNITY SERVICES DISTRICT
ORDAINS AS FOLLOWS:**

Pursuant to California Health and Safety Code Section #13910: whenever the District Board determines that the amount of revenue available to the District or any of its zones is inadequate to meet the costs of providing services pursuant to Section 13862, the Board may raise revenue pursuant to this chapter or any other provision of law to recover those costs.

SECTION 1. FEES ESTABLISHED

A schedule of fees is hereby established and shall be charged for services provided by Pliocene Ridge Community Services District as follows:

Emergency Medical/Accident Calls \$750.00 (per person)
(does not include ambulance)
Search and Rescue Calls \$750.00 (per person)
Standby Service \$100.00 per hour

Pursuant to the authority contained in Health and Safety Code Section 13919, the fees established above shall be waived for all residents and/or property owners within the District.

SECTION 2. RESPONSIBLE PARTIES

The responsible party shall be charged for the services provided by the District in accordance with the above schedule of fees. As used herein, "responsible party" shall, for calls relating to fire standby service, mean the owner of the real property involved. As to emergency medical or rescue calls, and calls involving the use of the Jaws of Life, "responsible party" shall mean the person or persons who were the focus of the call. In the event that more than one person is the subject of the call, each person shall be separately billed for the Districts services in accordance with the above schedule of fees.

SECTION 3. BILLING AND COLLECTION OF FEES

The fire chief shall ensure that procedures are in place to provide a copy of the trip ticket and a full and complete log of all calls for emergency and standby services which the District responds to, by dispatching equipment and/or personnel. The ticket shall include a list of equipment responding to the call.

The District Secretary, Treasurer, or other designee of the District, shall cause a bill for the services provided by the District to be issued and mailed to the responsible party or parties. The bills shall clearly state the date and nature of the call out by the District and shall include a list of responding equipment for which a fee is being charged. The bills shall also show the date of the billing and shall also state the bill is due and payable within 60 days from the date of the billing. In the event that any bill is not paid within the allotted 60 day period, a notice of non-payment shall be issued and mailed to the responsible party showing the unpaid balance together with the late penalty and interest in accordance with the provisions of this ordinance.

SECTION 4. LATE PENALTIES.

A late penalty is hereby establish in an amount of \$50.00 and additional interest, at the rate of one and one-half percent (1½ %) per month, shall be assessed on the amount due. This interest shall be imposed on all bills that are not paid in full within 60 days from the day of billing.

SECTION 5. DEPOSIT OF FEES.

All fees received by the District for services in accordance with the provisions of this ordinance shall be deposited in the District's Account and maintained by the District or by the District's Treasurer in accordance with the provisions of Health and Safety Code Section 13854.

SECTION 6. COLLECTION AND UNPAID FEES.

Whenever charges have been billed and remain unpaid, in whole or in part, for more than 180 days from the date of the initial bill, the District Secretary, Treasurer, or other District designee, shall report the fact of the outstanding delinquency to the District Board at any regular or special meeting. At that meeting, the District Board shall direct the appropriate collection procedures or legal action (typically in small claims court) for the recovery of funds. However, the Board may order that all or any portion of the bill be determined to be uncollectible under the following circumstances:

1. The responsible party cannot be located following reasonable efforts by the District, or
2. The District has reason to believe that the responsible party does not have assets to pay the obligation to the District, and
3. The District has determined that the responsible party was not insured for the charges levied by the District.

Whenever the District Board determined that a bill is uncollectible, it shall enter an order to that effect into its minutes, stating that the basis for the determination and shall thereafter have no obligation to pursue collection of the bill unless new information is obtained indicating that the responsible person(s) may then have funds or assets to satisfy their obligation to the District.

SECTION 7. PUBLICATION AND EFFECTIVE DATE

This ordinance shall take effect sixty (60) days after its passage. Before the expiration of said sixty (60) days after passage, it shall be published once with the names of the members of the Board of Director voting for and against the ordinance in the Mountain Messenger, a newspaper of general circulation in the County of Sierra, State of California.

Introduced at a regular meeting of the Board of Directors held on the 18th of November 2015 and February 17, 2016 and passed and adopted by the Board of Directors of Pliocene Ridge Community Services District, on the 17th day of February, 2016, by the following roll call vote, to-wit:

Ayes: 3 Babros, Coors, Guyer

Nays: 0

Absent: 0

Vacant: 2

Pliocene Ridge Community Services District

Wayne C Babros

Wayne Babros, President

Attest:

Rae Bell Arbogast

Rae Bell Arbogast, Interim Secretary



Pliocene Ridge Community Services District
Serving the communities of Alleghany, Forest City, and Pike City
100 Pike City Road, Pike City, CA 95960

2016 SCHEDULE OF REGULAR MEETINGS

JANUARY	Cancelled		6:30pm	Pike City
FEBRUARY	Wednesday	February 17, 2016	6:30pm	Alleghany
MARCH	Wednesday	March 16, 2016	6:30pm	Pike City
APRIL	Wednesday	April 20, 2016	6:30pm	Alleghany
MAY	Wednesday	May 18, 2016	6:30pm	Pike City
JUNE	Wednesday	June 15, 2016	6:30pm	Alleghany
JULY	Wednesday	July 20, 2016	6:30pm	Pike City
AUGUST	Wednesday	August 17, 2016	6:30pm	Alleghany
SEPTEMBER	Wednesday	September 21, 2016	6:30pm	Pike City
OCTOBER	Wednesday	October 19, 2016	6:30pm	Alleghany
NOVEMBER	Wednesday	November 16, 2016	6:30pm	Pike City
DECEMBER	No Meeting			