

CALIFORNIA PINES COMMUNITY SERVICES DISTRICT

County Road 71 #376/ HC4 Box 43002
Alturas, CA 96101
Ph: 530-233-2766 Fax: 530-233-2704
cpcsd.specialdistrict.org



OUR MISSION

- Provide a full range of municipal services,
- Reasonable costs, applied consistently to all customers,
- Maintain a healthy infrastructure,
- Operate with environmental integrity,
- Promote the economic development of our community.

ASSISTANCE FOR THE DISABLED:

If you are disabled and need accommodation to participate in the meeting, please call 530-233-2766 to make necessary arrangements.

CALL TO ORDER:

1. Roll Call
2. Pledge of Allegiance
3. Announcements, introductions, recognitions

PUBLIC COMMENT: Any member of the public may address the Board now on any matter within the jurisdiction of the Board. The Board requests that members of the public limit their comments to a maximum of three minutes. **(This should not relate to any item on the agenda. If a member of the public desires to provide comments to the Board on an agenda item, they should do so at the time the item is considered. NOTHING UNDER THIS SECTION MAY BE ACTED UPON IN THIS MEETING.)**

CLOSED SESSION: General Manager Performance Review, Grievance Committee Report

CONSENT CALENDAR: (All matters under the Consent Calendar are routine and will be approved by one motion, unless a board member requests separate action on a specific item.)

- Consider adoption of the August 21, 2019 agenda.
- Consider approval of minutes from the July 17, 2019 Regular Meeting.
- Consider approval of minutes from the July 24, 2019 Special Meeting.
- Consider approval of the Financial Reports-June & July 2019 (*Treasurers Report*)
 - Profit and Loss, Budget vs Actual YTD
 - Balance Sheet YTD
 - Bank Registers-June & July 2019

GENERAL MANAGERS REPORT:

GRIEVANCE COMMITTEE REPORT:

OLD BUSINESS:

Policies for Review/Approval

- 2160-Internal Controls
- 2205-District Electronic Policy & Procedures
- 2305-Emergency Response Guidelines for Hostile or Violet Incidents
- 2310-Worker's Compensation
- 2405-Press Relations
- 2410-Public Complaints

NEW BUSINESS:

- Board Secretary Duties
- Office Staff Duties
- Copy Machine Lease/Purchase
- Policies for Review/Approval at September 2019 Meeting
 - 2415-Social Media Use
 - 2420-District Web Page
 - 2425-California Public Records Act Response Procedures
 - 2430-Electronic Document Retention Policy
 - 3134-Recruitment & Hiring
 - 3141-Inclusive Workplace Policy

DIRECTORS REPORT:

In accordance with Government Code 54954.2(a), Directors may make brief announcements of brief reports on their own activities. They may ask questions for clarification, make a referral to staff or act to have staff place a matter of business on a future agenda.

CERTIFICATE OF POSTING

I, **Jodi Adams** - Secretary to the Board of Directors, certify that on **August 14, 2019** I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of the California Pines Services District, said time being at least 72 hours in advance of the meeting of the Board of Directors. (Government Code Section 54954.2)

Jodi Adams

Secretary to the Board

The next regular meeting of the Board of Directors will be September 18, 2019 at 4 p.m.