



California Pines Community Service District

376 County Road 71/ HC4 Box 43002

Alturas, CA 96101

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Employer Identification #: 94-2195606

cpcsd.specialdistrict.org

Board Meeting Minutes

October 16th, 2024

11:00 AM

THE MEETING IS CALLED TO ORDER BY MARK BISHOP, CHAIRMAN OF THE BOARD OF DIRECTORS, AT 11:01 A.M.

ROLL CALL:

Board Members	Staff Present	Public Present
Mark Bishop – Chairman	Justin Ulrich	
Buck Rodgers – Vice Chairman		
Terry Kelly - Director		
Louise Waldron - Secretary		

ANNOUNCEMENTS, INTRODUCTIONS, RECOGNITIONS:

PUBLIC COMMENT:

SCHEDULED ITEMS:

Closed Meeting – Oct 16th, 2024, at 12:15pm

Special Session – Oct. 22nd, 2024, at 9am

CONSENT CALENDER: 11:05

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

- Minutes – September 2024
- YTD Budget – Financials – Profit and Loss August 2024

Motion:

Buck Rodgers moved to approve all items on the consent calendar, seconded by Terry Kelly and carried unanimously.

OLD BUSINESS: 11:08

- Halloween Trunk or Treat
 - Oct. 31, 3-5pm, Plumas Bank Parking lot
- Terms and Elections
- Lit of appointments to come



- Notice to the Public that there is a vacancy on our board
- Policy Updates for Policies 3116, 3122, 3458, 3460, and 3490.
 - **Motion:** Buck Rodgers moved to approve all policy changes. Seconded by Terry Kelly, the motion carried unanimously.

AYES: 3 NOES: 0 ABSENT: 2

NEW BUSINESS: 11:24

- Approval of a Suggestion/Comment Box for the CSD office.
 - Box to remain locked at all times; Chairman to have the only key.
 - Submissions are to be read at the meeting each month. No action will be taken on any submissions when they are read. Instead, the board will decide if the submission warrants entry on the following month's agenda.
- Approval of 1-on-1 meetings with staff and the board.
 - On an Annual basis, after fire season, in October and November.
- Approval of new office open hours
 - Monday through Thursday, 9 am to 3 pm
 - Potential opening Friday with additional staffing

GENERAL MANAGERS REPORT: 11:42

- Well and sewer houses have been painted
- The runway has been painted, awaiting crack sealer to be repaired
- Sewer Routing has commenced
- Fire Department shifts focus on training and certifications for the winter.
- Potential of including Volunteers and hosting training and workshops.

DIRECTORS REPORT:

none

BOARD SECRETARY REPORT: 12:01

- Actively looking for CSDA consultants to assist in direction and organization

MEETING ADJOURNED: 12:07

Motion:

Buck Rodgers moved to adjourn the regular meeting. Seconded by Terry Kelly, the motion carried unanimously.

CERTIFICATE OF POSTING:

I, Louise Waldron – Secretary to the Board of Directors of the California Pines Service District, hereby certify, to the best of my knowledge, that this is a true excerpt of the minutes of the October 16th, 2024, Meeting of the Board of the California Pines Community Service District.

Louise Waldron

The next regular meeting of the Board of Directors will be November 20th, 2024, at 11:00 am.

