

## 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](http://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:** None Scheduled

**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 November 20, 2018 agenda.
- Consider approval of minutes from the October 17, 2018 regular meeting.
- Consider approval of the Financial Reports (*Treasurers Report*)
  - Profit and Loss. Budget vs Actual YTD
  - Balance Sheet YTD
  - Bank Register-October 2018

### **GENERAL MANAGERS REPORT:**

Report on District activities - *Action may or may not be needed.*

### **OLD BUSINESS:**

Contract Fire Updates

**NEW BUSINESS:**

Plan for Tax Payments after January/ Current Status

Christmas Party

Policy Review Procedures

Policy Review: Board to review and approve the following policies:

- 2028-Dress Code
- 2029-Uniforms
- 2088-Unemployment Insurance
- 2120-Entry Level Positions
- 2140- Selection Process - Non-Entry Level Job Openings - Outside Applicants
- 2130-Wages & Salaries
- 2400-Hours of Work & Overtime
- 2500-Vacations
- 2906-Job Description-Administrative Assistant

Pump Quotes

- JW Kerns
- Copps Irrigation

CalPers-EMPC

**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 **November 15, 2018** 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 December 19, 2018 at 4 p.m.**