**CALIFORNIA PINES COMMUNITY SERVICES DISTRICT**

**REGULAR MEETING MINUTES**

 **SEPTEMBER 21, 2016**

**COUNTY ROAD #71 BUILDING #376 – DISTRICT OFFICE**

**CALIFORNIA PINES SUBDIVISION**

**MODOC COUNTY, CALIFORNIA 96101**

**CALLED MEETING TO ORDER AT BY CHAIRMAN TO THE BOARD OF DIRECTORS - Todd Elinger at 6:00 P.M.**

**DIRECTORS PRESENT:**

* Chairman - Todd Ehlinger
* Treasurer - Bruce Rodgers
* Director - Buck Rodgers
* Vice Chair - Mark Bishop
* Director – John Oates

**PUBLIC PRESENT:**

* Terri Bishop

**STAFF PRESENT:**

* Ryan Sherer
* Susan Lake

**DIRECTORS ABSENT:**

* **NONE**

**ADOPTION OF THE AGENDA:**

Motion to adopt the agenda for meeting held on **September 21, 2016** made by **Todd Ehlinger,** motion approved unanimously.

**APPROVAL OF MINUTES FROM PREVIOUS MEETING:**

Motion to approve the minutes from meeting held on **August 17, 2016** made by **Todd Ehlinger**, motion approved unanimously.

**ACTION CALANDER:**

**General Managers Report**

In the absence of Chief Sherer, a report of District activities was given by Assistant Fire Chief, Ryan Sherer.

Topics included contracted fire activities to date, including the number of continuous days worked, and the approximate dollar amount billed to the USFS. CSD has released all but one of the seasonal fire fighters with the anticipated end of fire season for 2016.

The small trash truck is currently out of commission due to repairs needed. The truck broke down while on the Hill Units route and had to be towed back to CSD. Parts have been ordered and the crew hopes to have it up and running by October1.

Director Oates, being concerned with fire danger**,** asked the reason for releasing seasonal fire fighters earlier this year. Ryan explained the difference between a 3-0 and 4-0 staffed engine, what is required, and the financial changes in the USFS contracts for 2016. Ryan assured the Board that we are still adequately staffed, and are able to respond with all of our engines.

Bruce Rodgers stated that members of the community were inquiring about a charge on their tax bill for “Clean Up for Fire Protection”. Ron Sherer will research and share his findings at the next regular board meeting. CSD is currently working with the Fire Safe Council, and the POA in order to gain the permission to begin some clearing in the hill units. Discussion ensued concerning current and future plans for fire prevention within The District.

**NEW BUISNESS:**

* **The contract for Casimiro Rodriquez is missing a required beginning date. Contact will be revised and presented for signatures at the next regular board meeting.**
* **CSDA has released scholarship funds of $900.00 to cover the cost of workshops attended by Susan Lake.**
* **Resident requested item to be added to the agenda concerning the re-pavement of his road. After thorough discussion, it has been determined that funds for this project are not available at this time.**

**TREASURERS REPORT:**

* Bruce Rodgers provided brief update on current financial status. This was followed with explanations of various financial reports by Susan Lake.
* Chairman to the Board asked about the Annual Airport Disbursement, where the disbursement is spent. A breakdown of the expenses was provided along with an explanation for the percent of the distribution allotted to payroll.
* Announcement that payroll expenses are being allocated each month beginning fiscal year 16/17 to allow for more accurate tracking.
* Establishment of the Community First Bank Line of Credit is in the final phase of completion. An initial draw of $20,000.00 was requested in order to prevent any delay if funds are needed in the future.

**APPROVAL OF THE FINANCIAL REPORTS:**

Motion to approve the financial reports made by Todd Ehlinger, motion approved unanimously.

**PUBLIC COMMENT: None**

**MEETING ADJOURNED AT 6:43 PM**

The next regular meeting of the Board of Directors is **November 16, 2016** at 6 p.m.

**CERTIFICATE OF POSTING**

 I **Susan Lake**, Secretary to the Board of Directors of the California Pines Community Services District, hereby certify, to the best of my knowledge, that this is a true excerpt of the minutes to the **September 21, 2016** Regular Meeting of the Board of said District.

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Secretary to the Board