

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.)**

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.)

1. Consider adoption of the November 15, 2017 agenda.
2. Consider approval of the minutes from the following meetings: October 11, 2017 Special Meeting, October 18, 2017 Special Meeting/Workshop, and October 18, 2017 regular meeting.
3. Consider approval of the Financial Reports October 2017. *(Treasurers Report)*
 - Profit and Loss. Budget vs Actual - October 2017
 - Balance Sheet to Date
 - Bank Register. October 2017

GENERAL MANAGERS REPORT:

Assistant General Manager will report on District activities - *Action may or may not be needed.*

- Airport inspection results
- Sewer Repair and FEMA update

OLD BUSINESS:

- Consider closing Plumas checking account ending 4799 which is earmarked “Bond Account”. This account has no restrictions, is not set up as a trust account and has had no activity since 2006. The Record Retention Policy states a schedule of 10 years past completion. The District would then deposit the remaining balance into the General Fund/operations checking account.
- Consider opening a savings account with Plumas Bank to be designated as an account for Capital Improvement/ Replacement Reserves. This account would be listed as an expense (OTHER CHARGES) line item **5295 Reserve for Encumbrances**.

NEW BUSINESS:

- Consider the creation of a new CSD employee position of **Board Clerk**. This position would be created to segregate the administration duties that pertain to the Board of Directors. This position would be a part time position of no more than 40 hours per month, and would not be eligible for benefits.
- Consider approval of **Policy # 4047-Board Clerk**.
- Consider offer to purchase 2001 Ford (old trash truck) by Rusty Cousins, for \$500.00.

CLOSED SESSION:

There are no items scheduled for closed session.

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, **Susan Lake** - Secretary to the Board of Directors, certify that on **November 8, 2017** 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)

Signature _____
p.m.

The next regular meeting of the Board of Directors will be December 20, 2017 at 4