

TRINITY CENTER
COMMUNITY SERVICES DISTRICT
Minutes
August 6, 2019

- 1.0** The meeting was called to order at 6:00p.m. by Vice-Chair Trish Wardrip. Other members present were Drew Rusnak, Pat Frost and Martie Mullen. Absent were Mike McHugh, Fire Chief Bob Bryant and General Manager Erik Anderson. One member of the public was present.
- 2.0 Announcements or Changes to the Agenda-**None
- 3.0 Public Comments-**None
- 4.1 Approval of minutes from June 4, 2019-**Motion by Drew Rusnak to approve the minutes with the correction of item 8.1 of Freely to Freethy. Second by Pat Frost. Motion carried-4 Ayes, 1 Absent.
- 5.0 Unfinished Business-**None
- 6.1 RFP for Audit Services-**The board reviewed the RFP and changes were made to the dates. Linnea Kneaper will post the RFP on the CSDA website and send out a letter to potential firms.
- 7.1 Communications-**Linnea Kneaper presented information on the upcoming GSRMA and the CSDA conferences. Information is available is anyone is interested. Information from LAFCO regarding the contract with Plan west Partners for Executive Officer Services and current vacancies on the LAFCO board. The Administrative Salary and Benefits Survey from CSDA was also presented and will be completed and returned before August 19th.
- 7.2 Update on new fire hall funding -**Pat Frost reported. During the July The Board of Supervisors meeting, they approved the \$111,000 CDBG block grant. It has now been sent to the state for final approval. The proposal to Trinity Trust for \$1000 has been submitted and we are waiting for approval. SPI proposal has been revised to cover the doors and windows and we are waiting to hear from them as well. The McConnell proposal is being finalized. Their board will vote on the project on Sept. 1st. Information on the building fees has been submitted to the County Building Department and we are waiting to hear back from Jim Santiago, the county building inspector, on the amounts.
- 8.1 General Manager Report-** No report was submitted.
- 9.1 Fire Department Monthly Report-**The report was available. Carol Fall presented information on behalf of the Fire Department. July was a busy month for the VFD and

FEAT. The annual open house will be on Sept. 14th. From 11am-2pm. The auxiliary will be providing lunch. The RCD will be available with the community wildfire protection plan and there will be kids' activities. The Fire Department applied for a Title III grant to be used for fuels reduction within Trinity Center

- 10.1 CSD Financial Report**-Linnea Kneaper presented the information is as of June 30th. The balance is \$232,191.29, less August expenses of \$4906.11 New balance is \$227,285.18, less the \$60,000 fire hall allocation. Current spending balance is \$167,285.18
- 10.2 Bills for Payment**-Linnea Kneaper presented the bills for payment. There was a correction to the April fuel bill, which was an additional \$16.55. Motion by Martie Mullen to pay the bills. Second by Drew Rusnak. Motion Carried. 4 Ayes, 1 Absent.
- 10.3 VFD Financial Report**-Linnea Kneaper presented the fiscal year end report. A check was received from the auxiliary for \$6173.00 from the Memorial Day Rummage Sale. The valued contribution of the Mercer Fraser donation for the new fire hall was changed to \$80,000.00.
- 11.0 Items for Next Agenda Recap**-Audit, finance committee meeting schedule for awarding audit contract.

12.0 Adjournment-6:41p.m.

August CSD Monthly Report

July 2019 Stats

Fire	Number	Personnel Hours
Trinity Center	6	29
Coffee Creek	0	0
Total	6	29
Medical		
Trinity Center	10	47.25
Coffee Creek	1	2.5
Total	11	49.75
MVA		
Trinity Center	2	7
Coffee Creek	1	4.25
Total	3	11.25
Other		
Trinity Center	5	24.5
Coffee Creek	0	0
Total	5	24.5
Training	2	14
FEAT		
Callouts	2	13
Meetings	0	0
Orientation	0	0
Misc	0	0
Total		13
Total Personnel Hours		141.5

Other includes work shifts by individuals working on paperwork, outdates, equipment, antenna repair, washing trucks, and meet and greet at the pancake breakfast.

No Training first Wednesday of the month due to July 4th holiday

Trinity Center CSD
Accounts Payable
August 6, 2019

Regular Expenses		Amount
Linnea Kneaper-Services/office supplies reimbursement	\$	421.62
Frontier Communications	\$	6.68
TDS Telecom - Telephone	\$	57.75
Trinity PUD - Electric-Fire Hall -July	\$	47.06
Trinity PUD - Street Lights -July	\$	141.00
Suzanne Parker-Houskeeping July	\$	80.00
Special Expenses		
Bunce's Boat Maintenance	\$	67.50
Napa Auto Parts	\$	4.28
Robert Bryant-reimbursemet replacement mic #1134	\$	102.23
Trinity Tire Factory-tires #1162	\$	812.70
Trinity County Life Support	\$	167.51
Trinity Valley Consulting Engineers-New fire hall 1/19-6/19	\$	2,585.63
Trinity Hospital	\$	2.07
NTLIA-Hall rental for appreciation dinner	\$	125.00
Independent Business Forms	\$	149.43
Trinity County DOT-May fuel/April fuel correction	\$	135.65
Total Expenses	\$	4,906.11
Balance as of June 30, 2019	\$	232,191.29
Less August expenses	\$	(4,906.11)
Current Balance	\$	227,285.18
Less Allocation for new fire hall	\$	(60,000.00)
Total Spending Balance	\$	167,285.18

10.1-2

Trinity Center CSD
Building Fund
August 1, 2019

	TCCSD	TC-VFD	Auxiliary	Total
Building Allocation	\$60,000.00	\$102,590.90		\$162,590.90
VFD Auxillary donation 12/18			\$26,500.00	
VFD Auxillary Prime Rib dinner			\$2,881.46	
VFD Auxillary Rummage Sale			\$6,173.00	
Interest on VFD accounts-June		\$200.22		
Total Allocation	\$ 60,000.00	\$ 102,797.43	35,724.46	\$ 198,521.89

Mercer Fraser -- Valued Contribution

\$80,000.00

Total Allocation

\$278,521.89

McConnell -- (Soft Commitment)

\$100,000.00

Soft Total

\$378,521.89

Special Fundraisers