



NEWCASTLE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Lawrence Bettencourt, Jonita Elder, Robin Enos, William Kahl, Eric Sprouse, Chief Kirk Kushen

NOTICE OF A REGULAR MEETING AND AGENDA June 20, 2018 @ 6:00 PM

CHANGE OF LOCATION: 645 Kentucky Greens Way, Newcastle CA 95658

- 1. CALL MEETING TO ORDER:** Pledge of Allegiance
- 2. APPROVAL OF AGENDA:**
- 3. APPROVAL OF MINUTES:**
 - (A) May 16, 2018 Meeting
- 4. BILL APPROVAL AND FINANCIAL REPORT:**
 - (A) Monthly Expense Report and Financial update: May 2018
- 5. CORRESPONDENCE:** Thank you letter from Veiga Family
- 6. PUBLIC COMMENT:** (The Newcastle Fire Protection District Board of Directors has provided this period for members of the public to address the Board on items of interest to the public and which are applicable to the district. No action may be taken on any matter, which is not already on the agenda for consideration. Public comment will be limited to three (3) minutes per person, unless specifically authorized otherwise by the Chair).
- 7. FIRE CHIEF KIRK KUSHEN'S REPORT:**
- 8. NEWCASTLE PROFESSIONAL FIREFIGHTER'S ASSOCIATION REPORT:**
- 9. BOARD COMMITTEE REPORTS:**
 - (A) Building Committee: New Fire station costs, schedule and cost estimate summary
 - (B) Personnel Committee: MOU and Policies and Procedures
- 10. INFORMATIONAL / NON-ACTION ITEMS:**
 - (A)
- 11. ACTION ITEMS:**
 - (A) Consider and Approve the Fire Chief and Administrative Services Agreement with Placer Hills FPD for the term July 1, 2018 – June 30, 2019 at a cost of \$94,000
 - (B) Consider and approve tentative agreement with Newcastle Firefighters Association
 - (C) Consider and adopt the Preliminary Budget for Fiscal Year 2018/2019
 - (D) Consider and assign an Ad Hoc committee to the Placer County Fire Districts Stability Task Force
 - (E) Placer County Local Agency Formation Commission; Call for nominations for the Special District Representative
 - (F) Consider and Approve first reading of Ordinance No. 2018-01 establishing Fire Inspection Fees for Commercial Businesses
- 12. DIRECTORS REPORTS:**
- 13. MEETING ADJOURNED:**

Next regular Board meeting: Wednesday, July 18, 2018

Newcastle School District Office, 645 Kentucky Greens Way, Newcastle, CA. 95658

Newcastle Fire Protection District is committed to accommodate individuals with disabilities to participate in the public meeting process. If you have a special need to attend or participate in our public meetings, please contact our office at (916) 663-3323, in advance of the regular meeting so that we may make every reasonable effort to accommodate you.

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
Wednesday, May 16, 2018
461 Main St.
Newcastle, CA 95658

1. Call Meeting to Order

- a. Chairman Elder called the meeting to order at 6:02 p.m.
- b. VC Bettencourt led the Flag Salute.
- c. All Directors with the exception of Director Enos were present.
- d. Chief Kushen was in attendance.

2. Approval of Agenda

- a. VC Bettencourt made a motion to approve the agenda as presented. Director Sprouse seconds the motion. Motion carries.

3. Approval of Minutes

- a. VC Bettencourt asked for the following revisions:
 - i. 9. a. i. 4) "George Attebury..." cleaned-up" sewer plans.
 - ii. VC Bettencourt made a motion to approve the minutes as revised. Chairman Elder seconds the motion. Motion carries.

4. Bill Approval and Financial Report

- a. Chief Kushen reported the following:
 - i. Overtime is up, however total salary expense is under budget at 71%.
 - ii. Uniform expense is up because of additional hiring during this fiscal year.
 - iii. District will change the uniform allowance from a calendar year to a fiscal year in the new MOU.
 - iv. Account 2422, Medical Oxygen is at 114%. This is not a significant amount as the annual budget for this is \$500.
 - v. Chief is in the final phase of a new purchasing contract for EMS supplies. Placer Hills will purchase all EMS supplies through the AMR national contract. Each of the other fire districts will then purchase the supplies directly from Placer Hills. This is expected to save at least 30%.
 - vi. The overall budget is in line with the end of the fiscal year.
- b. Secretary Kahrl asked why the interest income is doing so well.
 - i. VC Bettencourt explained that not as much has been spent on the new station as was planned for this FY.
- c. Secretary Kahrl made a motion to approve the financials as presented. VC Bettencourt seconds the motion. Motion carries.

5. Correspondence

- a. A thank you letter was received from Sierra College for the donation of the extrication equipment.
- b. A letter was received from Peter Hills (President of PHFPD Board) asking to meet with the NFPD committee to go over the administrative contract.

6. Public Comment

- a. None

7. Fire Chief's Report

- a. In April, there were 44 calls:
 - i. 18 Medicals

- ii. 10 Vehicle Accidents
 - iii. 2 False Alarms
 - iv. 1 Vegetation Fires
 - v. 13 Miscellaneous
- b. A horse was recently rescued from a ditch. NEW, RYN and a veterinarian from Loomis Basin participated.
 - c. NFPD, PHFPD and FFPD participated in Community Day.
 - d. Chief Kushen requested a moment of silence be observed for Auburn Engineer Trent Lindholdt who passed away in April.
 - e. Chief Kushen was at the State Capitol in support of a new bill to budget \$100M in order to fund “pre-positioning”. Anytime there is a predicted event (weather or otherwise), local government resources can be used to preemptively prepare.

8. Newcastle Professional Firefighter’s Association

- a. None

9. Board Committee Reports

- a. Building Committee: New Fire Station Update
 - i. VP Bettencourt reported the following:

1) Phase I Site Work Expenses Through 5/10/2018

Account	Description	Contract Amount	Amount Paid
Gabe Mendez Inc.	Fencing, Sewer, Surveying, Pothole – Monroe Transmission	\$550,000.00	\$428,626.00
Placer County Engineering	Refundable Erosion Control (\$8k)**This is refunded 12 mos. after project completion as long as there is no erosion control required on the County’s part.	\$11,846.00	\$11,846.00
Materials Testing/P.M.	Youngdahl Civil Engineers	\$30,000.00	\$32,998.00
Contingency (5%)		\$27,500.00	\$22,445.00
Civil Plan Printing	Sierra Office Systems	\$	\$703.00
Legal Notice	Sac Bee and Auburn Journal	\$	\$3,410.00
Bid Prep/Contract Review	District’s Legal Counsel		\$6,469.75
Additional Archeological Work	Analytical Environmental Services		\$3,924.00
Civil Changes	George Attebury – Civil Engineer		\$7,939.00
Estimated Total		\$619,346.00	\$495,915.00

- 2) It’s possible that we will be ~\$50k under budget on Mendez’s work because of the 25% retention which is held out of the \$428k (which has been paid).
- 3) Youngdahl may be \$3k-\$4k over budget because of additional soil testing (2 additional places).
- 4) We are waiting for the final invoices from Youngdahl and Mendez.
- 5) The storm water prevention plan has to be closed out. This may run as much as \$4k.
- 6) Sewer changes have been completed by George Attebury. This should save us ~\$70k.
- 7) Brian Topple had first meeting to begin on Phase II.

- 8) VP Bettencourt will wait until the June meeting (after he receives a timeline from Brian Topples) to discuss going out for bids.
- b. Personnel Committee: MOU and Policies and Procedures
 - i. Secretary Kahrl reported that they have had a second MOU negotiations meeting.
 - ii. Chief Kushen reported that he is in the process of researching a company to provide a Policies and Procedures service that is completely vetted through a legal team. All policies are in electronic format and accessible to employees at all times. All changes require an online acknowledgement from each employee. It's looking like it will cost ~\$12k (\$4k each) to setup all 3 districts, then \$6k (\$2k each) annually to keep the service.
 - 1) Chairman Elder asked if Penryn will be in on this also to help reduce the cost. Chief Kushen said yes.

10. Informational/Non-Action Items

- a. Opportunity for no-cost replacement of Engine 41 with upgrade to 2004 Placer Hills Engine pending Air Pollution Control grant.
 - i. Newcastle was not successful in our AFG grant application to purchase a new fire engine. Placer Hills is currently looking to buy a new engine utilizing a grant from Air Pollution Control. After looking at the age of each apparatus within the districts, Placer Hills' oldest engine is 8 years newer than Newcastle's youngest engine. The purpose of the grant from APCD is to get particulate matter off the roads. It makes sense to upgrade Newcastle's engine to the newer apparatus and to retire NFPD's older engine as part of the grant requirement. Chief Kushen will be exploring this with APCD.
- b. Fees for Service: New Construction plan review, permits to operate, Fire/Life Safety inspections, false alarm calls.
 - i. Chief Kushen has been looking at some of the costs the district has to absorb for the services we provide. These fees are not for emergency services, they are for residential inspections, plan checks, commercial inspections etc.....
 - 1) Many other local districts charge "Fees for Service".
 - 2) This program is not intended to "make money", but to cover the costs incurred by the district to provide the service(s).
 - 3) Chief Kushen will develop a proposed fee schedule and ordinance to present to the Board for approval.
- c. Placer County Fire Districts Financial Stability Task Force update.
 - i. VC Bettencourt reported:
 - 1) He met with Supervisor Holmes two weeks ago to discuss the Task Force project prior to the 5/22 Board of Supervisors meeting.
 - 2) He and Foresthill Board President, Chris Reams met with Supervisor Duran last week for the same purpose.
 - ii. Chief Kushen reported that a lot of behind the scenes work is currently taking place.

11. Action Items

- a. Consider and Approve Resolution 2018-03 requesting Election Services by the County Clerk for a Board Member Election in November, 2018.
 - i. Chairman Elder announced that the seats currently held by Director Sprouse and Director Enos are up for election in November.

- ii. Secretary Kahrl made a motion to adopt Resolution # 2018-03 as presented. VC Bettencourt seconds the motion.

- 1) Elder Aye
- 2) Bettencourt Aye
- 3) Kahrl Aye
- 4) Sprouse Aye
- 5) Enos Absent

Resolution is adopted.

- b. Consider and approve Resolutions 2018-04 and 2018-05 requesting collection of charges on tax roll for tax year 2018/2019 (Measures B and F).

- i. VC Bettencourt made a motion to adopt 2018-04 as presented. Secretary Kahrl seconds the motion.

- 1) Elder Aye
- 2) Bettencourt Aye
- 3) Kahrl Aye
- 4) Sprouse Aye
- 5) Enos Absent

Resolution is adopted.

- ii. Director Sprouse made a motion to adopt 2018-05 as presented. VC Bettencourt seconds the motion.

- 1) Elder Aye
- 2) Bettencourt Aye
- 3) Kahrl Aye
- 4) Sprouse Aye
- 5) Enos Absent

Resolution is adopted.

- c. The Board adjourned at 7:08 p.m. into Closed Session: Government Code § 54957.6(a) Labor Negotiations.

- i. Chairman Elder re-convened the Open Session at 7:50 p.m. Mrs. Elder reported that no action was taken. Instruction was given to the negotiations committee.

12. Directors Reports:

- a. Secretary Kahrl thanked everyone that participated in Celebration Day.
- b. Director Sprouse announced that he will be absent from the June 20th meeting.

13. Chairman Elder adjourned the meeting at 7:52 p.m.

Respectfully Submitted By:


Patrice Metz, Recording Secretary

NEWCASTLE FIRE DISTRICT MAY 2018 PAYABLES

#	FUND	PAYEE	AMOUNT	DESCRIPTION
1002	Salaries		18,146.82	
1003	Extra help			
1005	Overtime		5,821.88	
1301	FICA		1,823.82	
1310	Emp. Group Ins	Employee Benefits	7,850.57	Health, Dental, 457
2017	Uniforms	Advantage Gear	553.66	
2017	Uniforms	LN Curtis	163.02	
2017	Uniforms	Witmer	67.16	
2051	Communication	AT&T	100.30	Phone
2051	Communication	Wave	119.90	Internet
2051	Communication	US Bank Credit Card	19.06	Active911
2290	Maintenance	G&T	5,385.03	E41
2405	St. maint/supplies	Auburn Hardware	125.92	
2422	Medical O2	Airgas	74.70	
2522	Other supplies	Alta Saw	174.73	
2523	Office Supplies	Sierra Morning	50.00	Web service
2528	Services	Placer Hills FD	22,250.00	Admin Services
2555	Professional Services	Metz	60.00	Board mtg
2770	Fuel/Lubricants	Dobbas	443.51	Diesel
2821	Small Equipment	LN Curtis	802.78	Cal Fire Grant
2821	Small Equipment	Alta Saw	1,202.25	Cal Fire Grant
2821	Small Equipment	Gear Grid Cop	2,066.00	Cal Fire Grant
2844	Training	Redko, Danek	50.00	Intern Stipend
2844	Training	Price, Cody	350.00	Intern Stipend
2939	Board reimburse.	Elder, Joni	50.00	
2939	Board reimburse.	Enos, Robin	50.00	
2939	Board reimburse.	Bettencourt, Lawrence	50.00	
2939	Board reimburse.	Kahrl, Bill	50.00	
2939	Board reimburse.	Sprouse, Eric	25.00	
2965	Utilities	PG&E	525.38	
2965	Utilities	Recology	182.28	
2965	Utilities	PG&E	489.53	
2965	Utilities	PCWA	98.43	
4456	New Fire Station	PG&E	29,016.68	
4456	New Fire Station	Youngdahl Consulting	2,600.00	Management
4456	New Fire Station	Kronick, Mosk, T&G	1,336.57	
4456	New Fire Station	Gabe Mendez	40,879.45	
4456	New Fire Station	State Water Resources	442.00	
4456	New Fire Station	Atteberry	4,766.61	

TOTAL MONTHLY EXPENSES

148,263.04

May 28, 2018

**Chief Kirk Kushen
Newcastle Fire Department
P.O. Box 262
Newcastle, CA 95658**

Dear Chief Kushen:

We would like to take this opportunity to thank all of the firemen who came to our aid in a time of great tragedy for our family on May 24th. They showed such great care, concern and compassion for us. While during that time of need we weren't aware of all the actions taking place around us and who was performing them, we will always be grateful for the efforts of the firemen.

Sincerely,

The Veiga Family

**NEWCASTLE FIRE PROTECTION DISTRICT
2018/2019 PRELIMINARY BUDGET**

6/15/2018

REVENUE:	2017/2018 BUDGET	5/31/2018 ACTUAL	92% %	2018-2019 PRELIM	NOTES
Placer County Construction Loan				1,900,000.00	
6100 General Taxes	227,055.00	215,695.53	95.0%	234,000.00	3%
6106 Railroad Unitary Property	231.00	220.39	95.4%	231.00	
6107 Unitary Taxes	5,730.00	5,444.33	95.0%	5,730.00	
6108 Property Tax Impounds	0.00			0.00	
6111 Unsecured Taxes	5,145.00	5,054.37	98.2%	5,145.00	
6132 Redemption - General	0.00	-1.75		0.00	
6140 Prior Unsecured	77.00	39.93	51.9%	77.00	
6171 Current Supplemental Taxes	4,502.00	4,257.94	94.6%	4,502.00	
6172 Parcel Taxes Measure F	151,080.00	143,494.57	95.0%	157,000.00	3.60%
6172 Parcel Taxes Measure B	313,500.00	298,649.69	95.3%	323,000.00	3%
6196 Prior Supplement Prop. Taxes	15.00	10.53	70.2%	15.00	
6950 Interest Income	5,000.00	7,678.56	153.6%	3,500.00	
6957 R&T 5151 Interest Refunded	0.00	-5.88			
7205 Homeowners Property Tax	1,780.00	1,830.06	102.8%	1,780.00	
7326 Federal - Other	0.00				
7455 State Match	0.00				
8193 Other Svc's, Strike Team Deploym	0.00				
8215 Administrative Contract	0.00				
8746 Grants- Cal Fire	20,000.00		0.0%		
8764 Other Misc.	2,500.00	7,504.17	300.2%	5,000.00	
TOTAL REVENUE (excluding loan):	\$736,615.00	\$689,872.44	93.7%	\$739,980.00	

GENERAL RESERVES

2453 546000 Capital Assets	397,885.00	\$250,896.22	63.1%		
2453 552000 Contingencies	52,618.00	\$52,618.00	100.0%		
2455 Unassigned		\$22,200.24			
2453 546000 Assigned Capital Assets F	100,000.00	\$100,000.00	100.0%		

COMBINED TOTAL REVENUE \$1,287,118.00 \$1,115,586.90 86.7% \$739,980.00

EXPENSES

SALARY & WAGES:	BUDGET	ACTUAL	%	PRELIM	NOTES
1002 Salaries and Wages	280,000.00	219,144.88	78.3%	336,700.00	
1003 Extra Help (Pt. Time)	10,000.00	5,139.00	51.4%	7,500.00	
1005 Overtime / Call Back	50,000.00	78,859.67	157.7%	50,000.00	
1301 Taxes	30,000.00	24,987.14	83.3%	30,000.00	
1310 Employee Grp. Ins.	20,000.00	26,503.58	132.5%	28,700.00	
1315 Workers Comp. Ins. (.084%)	24,328.00	24,328.00	100.0%	25,174.00	
1565 Emp. Ben. (other Agency)	0.00				
TOTAL SALARIES & WAGES:	\$414,328.00	\$378,962.27	91.5%	\$478,074.00	

**NEWCASTLE FIRE PROTECTION DISTRICT
2018/2019 PRELIMINARY BUDGET**

6/15/2018

	2017/2018	5/31/2018	92%	2018-2019	
EXPENSES					
OPERATIONS:	BUDGET	ACTUAL	%	PRELIM	NOTES
2017 Uniforms	6,000.00	6,454.17	107.6%	6,000.00	
2051 Communications, Tel	5,000.00	4,542.27	90.8%	5,000.00	
2140 Insur. Liab. & Gen	7,500.00	7,307.00	97.4%	7,500.00	
2290 Equipment - Vehicles	20,000.00	16,427.59	82.1%	15,000.00	
2405 Building & Improvements	10,000.00	20,612.85	206.1%	10,000.00	
2422 Medical Oxygen	500.00	645.09	129.0%	500.00	
2439 Dues, Subscriptions	500.00	360.00	72.0%	500.00	
2456 Misc. (Special Exp.)	2,000.00	705.69	35.3%	1,000.00	
2508 Parcel tax collection charges	4,650.00	4,651.41	100.0%	4,800.00	
2511 Printing Costs	1,000.00		0.0%	500.00	
2517 SB 2557 County Collection	4,475.00	3,922.10	87.6%	4,475.00	
2522 Supplies (Equip. Misc.)	9,000.00	10,457.20	116.2%	9,000.00	
2523 Office Supplies	2,000.00	1,912.18	95.6%	2,000.00	
2528 Services / Admin. Contract	89,000.00	89,000.00	100.0%	94,000.00	PHF
2555 Consulting (Legal, Special Tax, etc	20,000.00	7,475.00	37.4%	15,000.00	Policies
2556 County services payroll/Sunpro	750.00	1,728.00	230.4%	1,800.00	
2770 Fuel & Lubricants	5,000.00	5,320.05	106.4%	6,000.00	
2772 Other Contract Svcs.	0.00				
2821 Small Equipment (Grant)	40,000.00	14,776.16	36.9%		
2831 Precinct Elections	0.00			5,000.00	
2840 Special Exp. / Strike Team	0.00			0.00	
2844 Training	2,000.00	1,997.66	99.9%	2,000.00	
2939 Commission Reimbursements	2,200.00	1,250.00	56.8%	2,200.00	
2965 Utilities	10,000.00	9,067.54	90.7%	10,000.00	
3547 LAFCO Dues	445.00	442.43	99.4%	460.00	
3785 Local Matching Funds (Grants)	0.00			0.00	
Total Services and Supplies	242,020.00	209,054.39		202,735.00	
4455 Fire Equipment	46,770.00	46,770.57	100.0%	0.00	
4456 Buildings/site prep/plan changes	584,000.00	480,799.67	82.3%		
Loan Payment				108,000.00	
TOTAL OPERATIONS:	\$872,790.00	\$736,624.63	84.4%	\$310,735.00	
TOTAL EXPENSES: Sals & Ops	\$1,287,118.00	\$1,115,586.90		\$788,809.00	
NET GAIN OF OPERATIONS	\$0.00	\$0.00		-\$48,829.00	
RESERVES:					
2455 New Station Fund Balance	0.00				
2453,552000: ASSIGN-Contingencies	246,456.00				
2453, 514000 General Reserve	59,362.00	\$59,362.00			
TOTAL RESERVES	\$305,818.00	\$338,332.00			

NEWCASTLE FIRE PROTECTION DISTRICT

2018/2019 PRELIM MITIGATION BUDGET

DESCRIPTION	2017/2018	Actual 5/31/18	%	Prelim 18/19
SUB: 361	BUDGET			
REVENUE:				
6950 Interest	\$1,000.00	1,902.08	190.2%	1,000.00
8263 Development Fees	\$28,000.00	26,222.24	93.7%	29,000.00
8764 Misc. Revenues	\$0.00			
TOTAL REVENUE:	\$29,000.00	\$28,124.32	97.0%	\$30,000.00
OPERATIONS:				
4455 Fire Equipment	\$29,200.00	29,179.87	99.9%	29,200.00
Fire Station Project	\$100,000.00	100,000.00	100.0%	
TOTAL OPERATIONS:	\$129,200.00	\$129,179.87	100.0%	\$29,200.00
Reserves:				
Capital Assets	\$109,082.00	\$9,082.00	8.3%	\$9,082.00
Contingencies	\$34,648.00	\$34,648.00	100.0%	\$34,648.00
Unassigned fund balance	\$17,400.00	\$15,150.00	87.1%	\$15,150.00
Posts July 1 2017				
Total:	\$161,130.00	\$58,880.00	36.5%	\$59,680.00

NEWCASTLE FIRE PROTECTION DISTRICT 5 YEARS OF BUDGETS AND 5 YEARS OF PROJECTIONS

	1	2	3	4	5	6	7	8	9	10
Budget Year	12/13	13/14	14/15	15/16	16/17*	17/18*	18/19*	19/20*	20/21*	21/22*
Property Tax	\$198,684	\$190,650	\$203,360	\$227,661	\$234,921	\$243,000	\$248,000	\$253,000	\$258,000	\$263,000
Interest	\$5,110	\$3,628	\$3,506	\$6,117	\$6,000	\$5,000	\$3,500	\$3,500	\$3,500	\$4,000
Special Tax Measure B	\$297,876	\$280,742	\$299,150	\$298,653	\$305,870	\$310,000	\$315,000	\$320,000	\$326,000	\$332,000
Special Tax Measure F	\$140,076	\$141,797	\$144,324	\$144,001	\$146,000	\$150,000	\$152,000	\$154,000	\$156,000	\$159,000
Miscellaneous Revenue	\$96,597	\$102,362	\$15,758	\$17,866	\$2,500	\$8,000	\$8,200	\$8,500	\$8,900	\$10,000
Strike Team (OES Pay)	\$6,942	\$17,614	\$5,751	\$55,501	\$0	\$0	\$0	\$0	\$0	\$0
Mitigation Fees (with interest)	\$16,523	\$76,483	\$36,220	\$32,284	\$29,200	\$29,000	\$30,000	\$31,000	\$32,000	\$33,000
Other Revenue Combined	\$546,601	\$546,143	\$468,489	\$522,138	\$460,370	\$473,000	\$478,700	\$486,000	\$494,400	\$505,000
***Revenue Totals	\$761,808	\$813,276	\$708,069	\$782,083	\$724,491	\$745,000	\$756,700	\$770,000	\$784,400	\$801,000

Personnel Salaries/Benefits	\$340,521	\$295,780	\$271,236	\$295,970	\$354,000	\$395,000	\$400,000	\$405,000	\$410,000	\$415,000
Service and Operations	\$82,698	\$103,012	\$74,625	\$85,359	\$103,290	\$108,000	\$112,000	\$115,000	\$118,000	\$121,000
*Fixed Assets/Capitol Expenses	\$15,146	\$214,314	\$106,507	\$70,487	\$108,000	\$408,000	\$108,000	\$108,000	\$108,000	\$108,000
Administration/Consulting	\$138,271	\$130,894	\$118,058	\$114,131	\$130,000	\$105,000	\$112,000	\$115,000	\$118,000	\$121,000
**Mitigation Expenditures	\$10,803	\$25,949	\$1,616	\$37,063	\$29,200	\$100,000	\$0	\$25,000	\$20,000	\$23,000
Expenditure Totals	\$587,439	\$769,949	\$572,042	\$603,010	\$724,490	\$1,116,000	\$732,000	\$768,000	\$774,000	\$788,000
Mitigation Reserves	\$79,579	\$130,112	\$167,948	\$163,169	\$163,000	\$63,000	\$90,000	\$92,000	\$102,000	\$112,000
*General Reserves	\$380,367	\$373,160	\$474,583	\$658,435	\$658,435	\$300,000	\$300,000	\$300,000	\$307,000	\$315,000

* New station funding

** New station funding

*** Includes Mitigation Fees

Assumptions:

- 1) Personnel salaries incorporate future California minimum wage increases
- 2) COLA's for both special taxes are evaluated annually and implemented
- 3) Special tax revenues are funding services/facilities discussed in the ballot language
- 4)The Fire District develop apparatus and major equipmnet replacement plans

3/13/2017

NEWCASTLE FPD PERSONNEL COSTS

2018/2019 Prelim Budget																Total	Total	Total
Position	Hourly	Ed	Base	FLSA	Holiday	Matching	Estimate	Life Ins.	Health	Workers	SUI & ETT			Total	Total	Total		
Employee	Wage	Incentive	Salary	Overtime	Pay	\$457 Plan	Uniform Pay	OT 15 shifts/yr	Plan Cost	Plan Cost	Comp 0.0901	FICA 6.20%	Medicare 1.45%	4.1% \$287 max	Base Pay	Pay	Compensation & benefits	Dist Mnthly
Captain Hickok	17.25	17.25	\$50,232	\$1,346	\$3,312	\$500	\$525	\$9,315	\$180	\$7,000	\$5,785	\$3,981	\$931	\$287	\$55,915	\$65,230	\$83,393	
Captain Kirk	17.25	17.60	\$51,237	\$1,372	\$3,378	\$500	\$525	\$9,501	\$180	\$4,800	\$5,901	\$4,060	\$950	\$287	\$57,012	\$66,514	\$82,691	
Captain Hicks	17.25	17.77	\$51,739	\$1,386	\$3,411	\$500	\$525	\$9,594	\$180	\$1,800	\$5,958	\$4,100	\$959	\$287	\$57,561	\$67,156	\$80,440	
Engineer Kolster	15.75	15.75	\$45,864	\$1,229	\$3,024	\$500	\$525	\$8,505	\$180	\$1,800	\$5,282	\$3,635	\$850	\$287	\$51,142	\$59,647	\$71,680	
Engineer McCoy	15.75	15.75	\$45,864	\$1,229	\$3,024	\$500	\$525	\$8,505	\$90	\$4,600	\$5,282	\$3,635	\$850	\$287	\$51,142	\$59,647	\$74,390	
Engineer Shaw	15.75	15.75	\$45,864	\$1,229	\$3,024	\$500	\$525	\$8,505	\$90	\$4,800	\$5,282	\$3,635	\$850	\$287	\$51,142	\$59,647	\$74,590	
Totals			\$290,800	\$7,789	\$19,174	\$3,000	\$3,150	\$53,926	\$900	\$24,800	\$33,489	\$23,045	\$5,389	\$1,722	\$323,912	\$377,838	\$467,183	\$38,932

Amount Budgeted FY 17/18 \$415,328

2018/2019 Prelim Budget																Total	Total	Total
Position	Hourly		Base	FLSA	Holiday	Matching	Estimate	Life Ins.	Health	Workers	SUI & ETT			Total	Total	Total		
Employee	Wage		Salary	Overtime	Pay	\$457 Plan	Uniform Pay	OT 15 shifts/yr	Plan Cost	Plan Cost	Comp 0.0901	FICA 6.20%	Medicare 1.45%	4.1% \$287 max	Base Pay	Pay	Compensation & benefits	Dist Mnthly
Captain Hickok	18.75	18.75	\$54,600	\$1,463	\$3,600	\$500	\$525	\$10,125	\$180	\$7,000	\$6,288	\$4,327	\$1,012	\$287	\$60,688	\$70,813	\$89,906	
Captain Kirk	18.75	19.13	\$55,692	\$1,492	\$3,672	\$500	\$525	\$10,328	\$180	\$4,800	\$6,414	\$4,413	\$1,032	\$287	\$61,881	\$72,208	\$89,334	
Captain Hicks	18.75	19.31	\$56,238	\$1,506	\$3,708	\$500	\$525	\$10,429	\$180	\$1,800	\$6,476	\$4,457	\$1,042	\$287	\$62,477	\$72,906	\$87,149	
Engineer Kolster	17.25	17.25	\$50,232	\$1,346	\$3,312	\$500	\$525	\$9,315	\$180	\$1,800	\$5,785	\$3,981	\$931	\$287	\$55,915	\$65,230	\$78,193	
Engineer McCoy	17.25	17.25	\$50,232	\$1,346	\$3,312	\$500	\$525	\$9,315	\$90	\$4,600	\$5,785	\$3,981	\$931	\$287	\$55,915	\$65,230	\$80,903	
Engineer Shaw	17.25	17.25	\$50,232	\$1,346	\$3,312	\$500	\$525	\$9,315	\$90	\$4,800	\$5,785	\$3,981	\$931	\$287	\$55,915	\$65,230	\$81,103	

Totals **\$317,226** **\$8,497** **\$20,916** **\$3,000** **\$3,150** **\$58,826** **\$900** **\$24,800** **\$36,532** **\$25,139** **\$5,879** **\$1,722** **\$352,789** **\$411,615** **\$506,588** **\$42,216**

District Cost for 25% \$39,404

Unbudgeted \$51,855

Total **\$91,260** **\$7,605**

18/19 Total	Salary	Benefits	Taxes
	\$338,200.80	\$28,700	\$33,170.13

PLACER COUNTY LOCAL AGENCY FORMATION COMMISSION

145 Fulweiler Ave, Ste 110, Auburn, California 95603 530-889-4097 FAX: 530-886-4671 lafco@placer.ca.gov

COMMISSIONERS:

Joshua Alpine
(Special Districts),

May 23, 2018

Stan Nader
(City)

Presiding Officer/Chair

Robert Weygandt
(County)

Newcastle Fire Protection District

Ron Treabess
(Special Districts)

From: Linda Wilkie, Clerk to the Commission

Jim Holmes
(County)

Re: Call for Nomination--Special District Representative

E. Howard Rudd
(Public)

Dear Presiding Officer/Chair:

Dr. Bill Kirby
(City)

This letter is the official call to open the nomination period for one regular and one alternate Special District representative seat on the Placer Local Agency Formation Commission.

ALTERNATE COMMISSIONERS:

Jim Gray
(Public)

The current Special District representatives are regular member Ron Treabess (LAFCO term expires May, 2018) from the Tahoe City PUD and alternate member Mike Lynch (LAFCO term expires May, 2018) from the Auburn Recreation and Park District. These Commissioners will serve LAFCO Commission until new appointments are made. It is necessary to select a Special District representative and alternate representative for a four-year term. The new terms will expire in May, 2022.

Jack Duran
(County)

Joe Patterson
(City)

Mike Lynch
(Special Districts)

STAFF:

Kris Berry
Executive Officer

Under Section 56332 of the Cortese-Knox-Hertzberg Act, the Executive Officer calls meetings of the Special District selection committee. The committee consists of the Presiding Officers of each independent Special District within the County (or members appointed by the legislative bodies to attend in the presiding officer's place). There are forty (40) such independent Special Districts in the County. A quorum would consist of one more than half of this number, twenty-one (21).

Linda Wilkie
Clerk to the
Commission

William Wright
LAFCO Counsel

In the past, it has proven difficult, given the busy schedules of most board members, to select a time when a sufficient number of Presiding Officers could be assembled to achieve a quorum. Recognizing that it may be infeasible to hold a meeting at a time that is convenient for a quorum to attend, Section 56332(c) allows for the Executive Officer to conduct the election for Special District representatives in writing. Under this procedure, the Executive Officer calls for nominations to be submitted in writing within thirty (30) days (working days), allowing sufficient time for Directors of the districts to take formal action on nominations. At the end

of the nominating period, the Executive Officer prepares a ballot with voting instructions and sends the ballot to each district, allowing thirty (30) days for balloting. The Executive Officer then tallies the ballots and announces the results.

A nominee must be the presiding officer or a member of the legislative body of an independent Special District. The Cortese-Knox-Hertzberg Act encourages the selection of Special District representatives to represent the diversity of the districts with respect to population and geography.

The nomination period shall close at 4:30 p.m. on Friday, July 5, 2018. Nominations must be submitted by that time to:

Placer LAFCO
110 Maple Street
Auburn, CA 95603.

Upon the closing of the nomination period, staff will prepare and mail a ballot to each Special District with voting instructions. Ballots will be due thirty (30) days after mailing.

If you have any questions about this procedure, please feel free to this office.

2018 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

(*PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE*)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

Newcastle Fire Protection District

ORDINANCE NO: 18-01

**AN ORDINANCE ESTABLISHING FIRE INSPECTION FEES FOR THE
Newcastle Fire Protection District of Meadow Vista, California.**

WHEREAS, pursuant to the International Fire Code/State Code, as adopted by the State of California, the Newcastle Fire Protection District is required to annually conduct a fire code compliance inspection for commercial buildings and premises; and

WHEREAS, the Newcastle Fire Protection District incurs administrative time and expense in connection with the performance of fire code compliance inspections for commercial buildings and premises within the Newcastle Fire Protection District; and

WHEREAS, the Newcastle Fire Protection District has studied the aforementioned costs and expenses associated with the performance of fire code compliance inspections for commercial businesses and premises within the Newcastle Fire Protection District; and

WHEREAS, the Newcastle Fire Protection District has made certain recommendations to establish a fire code compliance inspection fee; and

NOW, THEREFORE, BE IT RESOLVED by the Board of the Newcastle Fire Protection District that Fire Inspection Fees shall be added to the Local Ordinances per the attached Fee Schedule/Exhibit; and the Board does

AUTHORIZE THE FOLLOWING:

(a) *Authority to Enter.* The Fire Marshall or designee is authorized to enter and inspect, or cause to be inspected, all commercial buildings and premises for the purpose of conducting an annual fire code compliance inspection.

(b) *Annual Inspection Fee.* The Fire Marshall or designee shall charge an annual inspection fee for each fire code compliance inspection except local and state government buildings. It shall be the duty of every person owning a building or maintaining or operating the business or premise within a commercial building or premise to pay the annual inspection fee. Each separate business or premise, even if housed within a single building, if separated by walls (as in a strip mall type of structure), shall be subject to these inspection requirements and fee schedule. Said fee schedule shall state the fee for an initial inspection, a re-inspection fee in the event of a failed initial inspection, and an hourly rate for fire inspector services in the event of non-compliance with the initial inspection. Equipment requiring periodic testing or operation shall be tested or operated as specified by the International Fire Code/State Code, as adopted by the State of California, and the equipment testing fees shall be included in the fire inspection fee schedule.

(c) *Required Posting of Fire Inspection Certificate.* Each commercial building or premise shall post their Fire Inspection Certificate in plain view and each Fire Inspection Certificate will be updated upon the completion of the annual fire inspection.

(d) *Finding of Dangerous or Hazardous Conditions; Notice of Violation.* Whenever the Fire Marshal or designee determines that there are reasonable grounds to believe that there has been a violation of any provision of this section, he or she shall give notice of the alleged violation to the persons responsible. The notice shall be in writing, include a statement of the reasons why it is being issued, allow a reasonable time, not less than ten (10) days, for the performance of any act it requires, be served upon the owner or his agent, or the occupant, as the case may require. The notice shall be deemed properly served upon the owner, agent or occupant if a copy thereof is sent by regular mail or email to the last known address. The notice may contain an outline of remedial action, which, if taken, will affect compliance with the provisions of this article.

EFFECTIVE, This Ordinance shall take effect thirty (30) days from the date of adoption as permitted by law.

Passed: _____
Signature

Approved _____
Signature

VOTE ON PASSAGE: ___ Yea ___ Nay ___ Abstain

Attest: _____
Clerk

I, _____ Secretary to the Board, do hereby certify that the foregoing Ordinance No. 18-01 will be duly published in the Auburn Journal, a newspaper of general circulation in the Community on the ___ day of _____, 2018; and I further certify the compliance with the Codified Ordinances and the laws of the State of California, pertaining to Public Meetings.

Clerk

EXHIBIT A

FIRE INSPECTION FEES

COMPANY INSPECTION

\$100 Initial Inspection

\$50 Re-Inspection if there is a failure to pass the initial inspection

FIRE INSPECTOR

\$250/HOUR if the business or property owner fails to comply with allowing an initial inspection or any subsequent inspections required to obtain passage.