



# NEWCASTLE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

*Lawrence Bettencourt, Jonita Elder, Robin Enos, James Heisterkamp, William Kahrl, Chief Kirk Kushen*

## NOTICE OF A REGULAR MEETING AND AGENDA

**February 19, 2020 @ 6:00 p.m.**

**Location: 461 Main St., Newcastle CA 95658**

- 1. CALL MEETING TO ORDER:** Pledge of Allegiance
- 2. APPROVAL OF AGENDA:**
- 3. APPROVAL OF MINUTES:**
  - (A) January 15, 2020 Regular Meeting
- 4. BILL APPROVAL AND FINANCIAL REPORT:**
  - (A) Monthly Expense Report and Financial update: January 2020
- 5. CORRESPONDENCE:**
- 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. DIVISION CHIEF/FIRE MARSHAL VERNELL BROTHERS' REPORT:**
- 9. NEWCASTLE PROFESSIONAL FIREFIGHTER'S ASSOCIATION REPORT:**
- 10. BOARD COMMITTEE REPORTS:**
  - (A) Building Committee: Update on the construction of the fire station
- 11. INFORMATIONAL / NON-ACTION ITEMS:**
  - (A) Update on the Fire Facilities Impact Study and Fee Schedule
- 12. ACTION ITEMS:**
  - (A) Consider and approve Resolution 20-01 Adopting the 2019 California Fire Code
  - (B) Consider and approve the first reading of Ordinance 20-02 Abatement of Hazardous Vegetation and Combustible Materials on Improved and Unimproved parcels repealing and replacing Ordinance 19-03
  - (D) Consider and approve a new 3-year contract with Robert Johnson Accountancy for Audit Services
- 13. DIRECTORS REPORTS:**
- 14. MEETING ADJOURNED:**

***Next Board meeting: Wednesday, March 18, 2020  
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, January 15, 2020  
645 Kentucky Greens Way  
Newcastle, CA 95658

**1. Call Meeting to Order**

- a. Chairman Bettencourt called the meeting to order at 6:03 p.m.
- b. Kevin Flautt of Kronick Moskovitz Tiedemann & Girard led the Flag Salute.
- c. All Directors were present.
- d. Chief Kushen and Deputy Chief Brothers were present.

**2. Approval of Agenda**

- a. Chairman Bettencourt asked to move the Closed Session up on the agenda after Public Comment since the District's counsel was present.
- b. Secretary Kahrl made a motion to approve the agenda as amended. Director Enos seconds the motion. Motion carries.

**3. Approval of Minutes**

- a. Secretary Kahrl made a motion to approve the minutes of the November 20<sup>th</sup> regular meeting as presented. Director Enos seconds the motion. Motion carries.

**4. Bill Approval and Financial Report**

- a. Chief Kushen reported the following:
    - i. Revenues:
      - 1) We received 55% of our projected property and parcel tax revenues.
      - 2) We have received over 70% of our projected mitigation fees.
    - ii. Expenses:
      - 1) We purchased fire prevention supplies under miscellaneous (explains the 74%)
      - 2) The collection costs for the parcel taxes should have been assigned to account SC2840 and not SC2860. (Staff has adjusted).
      - 3) Legal fees are over budget
      - 4) Salaries and wages are current - 10% under @ 40% due to the prior vacancy
      - 5) OT is over @ 84 %, however, the total payroll is within budget @ 46%
      - 6) Everything else looks good. Total expenses are 43% with 50% of FY elapsed
    - iii. Our end of year numbers are very close to the 5-year budget projections.
- VC Elder made a motion to approve the financial report as presented. Director Enos seconds the motion. Motion carries.

**5. Correspondence**

- a. When Placer Hills received the 90-day notice for cancellation of the service contract with Foresthill Fire, our Board indicated concern regarding potential issues in continuing the JOA as currently written and possible liability involving our upcoming inability to provide our personnel the operational oversight, command and control we had previously provided all 3 JOA agencies. The JOA had a 180-day cancellation notification requirement. The Placer Hills Board sent the withdrawal notification to both FHF and NEW, as all 3 agencies were signatory. We wish to continue the JOA with NEW by drafting a new document between our 2 agencies and are open to discussions with Foresthill moving forward.

**6. Public Comment**

- a. None

**7. Fire Chief's Report**

**Responses:** Totals for – November 44 December 48

Struct. Fires – 11; Veh. Fire – 3; Veg. Fire – 4; M/A – 49; Vehicle T/C's –9; Misc. 16

Annual 2019 total call number is – 685 our busiest month is July and Feb. the slowest

M/A = 54%, Fires = 15% - Structure Fires = 8% Vehicle Fire = 4% Vegetation Fires = 3% TC's=9%

Misc. = 22% - False alarms, Haz-Mat, Covers, public assistance, etc.

**Significant Incidents:**

1/7 - Structure Fire in ABN, crews assisted on interior fire attack & overhaul.

12/23 – Vehicle T/C on 193 with a fatality.

We've had 7 Vehicle TC's on Hwy 193 over the last 2 months, two related to DUI.

**Staffing:**

All Interns have completed their terms and our Engine is back to 2-0 staffing as of tomorrow morning. We have retained our Interns on the roster as volunteers.

**Apparatus:**

The OES loaner Engine is being serviced and will be returned to the State soon. We are planning to temporarily place PHF E-85 in service as E-41 on a temporary status until the new PHF E-84 is officially placed in service in March.

We anticipate completing the official ownership title transfer process to NEW by 3/20

We have received the new replacement auxiliary pump and Husqvarna circular saw from Cummins Sacramento. They have been inventoried and added to the apparatus.

**Facilities:**

We received the recorded update for the deed for our new Fire Station 41 building site which extends the conditional term until October 2021.

**Grants:**

We recently submitted a new SSV EMS grant request together with Placer Hills for purchasing body armor for our personnel to provide additional protection during responses that involve potential violence. All Placer County agencies have been training together with law enforcement on the RTF responses to active shooter incidents.

We are looking into upcoming grant opportunities for PSPS infrastructure mitigations. This could include costs for the generator installation at our new fire station

**EMS, Operations and Training:**

We received a reimbursement from Fire Recovery for \$1,140 last week. This is cost recovery for a commercial vehicle fire E-41 responded to on I-80 in Nov.

Many Local Fire Departments utilize cost recovery to provide response reimbursements.

Many statewide Fire Departments, including most Sacramento area departments and many in Placer County also utilize first responder fees to recover costs for providing Advanced Life Support Paramedics. We are constantly evaluating options to increase our levels of services to paramedics and methods for funding this increased service.

We have scheduled Staff Meeting on January 22nd with all Chief's and NEW personnel to adjust the distribution of program assignments, review and update our expectations and solicit feedback and ideas to improve performance and organizational accountability.

Chief Slusher's position has been converted from an Acting Battalion Chief to a permanent position. He is keeping his current areas of responsibility of Op's, EMS and Training. He has recently rolled out the new 2020 Annual Fire District Training Plan.

**8. Division Chief/Fire Marshal Vernell Brothers' Report:**

- a. Permit Fee Update  
Since October 2, 2019 – Dec. 10, 2019 - Collected \$7,900
- b. Fire Prevention Program  
In development stages, (Based off of OSHA 1910-39, Fire Prevention Plan  
Will incorporate Fire Marshal duties and responsibilities into the plan  
Ordinance 2019-01 (Schedule of fees for services provided)  
Commercial Fire Inspections – Fire Recovery Hub

**9. Newcastle Professional Firefighter's Association**

- a. Engineer Shaw reported that they are continuing the process of joining IAFF Local 3800.

**10. Board Committee Reports**

- a. Building Committee update on the new fire station.
  - i. Chairman Bettencourt reported that he tried to deliver the updated plans to the County but was informed the permit had expired. The permit has since been extended. The plans do not include signature from Structural Engineer, Joseph Leonard.

**11. Informational/Non-Action Items**

- a. Discussion and direction on the Fire District's property at the Chantry Hill Baseball Field.
  - i. VC Elder requested that this item be postponed until the next meeting and that it be moved to *Action Items*.

**12. Action Items**

- a. Election of Board Officials and appointment of Committee Assignments.
  - i. Chairman
    - 1) VC Elder nominated Secretary Kahrl. Director Heisterkamp seconds the motion.
      - 1.01 Chairman Bettencourt stated that he has concerns about how Secretary Kahrl speaks to other board members and staff,
      - 1.02 Secretary Kahrl stated that he takes those concerns seriously and would like Chairman Bettencourt to provide some mentoring to him.
    - 2) Director Enos nominated Chairman Bettencourt to continue as Chairman. No second was received. Motion *falls to the floor*.
    - 3) Vote for Kahrl as Chairman:
      - 1.01 Ayes: Elder/Kahrl/Heisterkamp
      - 1.02 Nays: Bettencourt/EnosMotion carries.
  - ii. Vice Chairman
    - 1) Director Elder made a motion to nominate Director Bettencourt for VC. Director Enos seconds the motion. Motion carries unanimously.
  - iii. Secretary
    - 1) Director Enos made a motion to nominate Director Elder for Secretary. VC Bettencourt seconds the motion. Motion carries unanimously.
  - iv. Committee Assignments
    - 1) Finance: Elder/Heisterkamp

- 2) Building: Bettencourt/Kahrl
  - 3) Personnel: Enos/Heisterkamp
  - 4) Contract Administration: Heisterkamp/Bettencourt
- b. **CLOSED SESSION:** Chairman Bettencourt adjourned to Closed Session at 6:15 p.m.
- i. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
  - ii. CONFERENCE WITH LABOR NEGOTIATORS
  - iii. Chairman Bettencourt reconvened the open session at 6:43 p.m. and reported that legal counsel had given the board direction pertaining to action items (c) and (d).
- c. Consideration for either approval or denial of the Deferred Remedial Action Agreement with South Placer Municipal Utility District (SPMUD) to repair the damaged sewer pipe.
- i. Legal Counsel recommended that the board withdraw its approval as to form and deny remedial action to repair the damaged sewer pipe.
  - ii. VC Elder made a motion to withdraw its approval as to form and deny remedial action to repair the damaged sewer pipe. Director Enos seconds the motion. The motion carries unanimously by roll-call vote.
- d. Consider and approve a side letter recognizing Nevada County Professional Firefighters, Local 3800, as the exclusive bargaining agent for Newcastle Fire District.
- i. Current labor agreement was adopted in 2014. The board has the option to approve the side letter now or delay it for a year and a half. Chairman Bettencourt urged the board to waive their right to deny and approve the side letter at this time.
  - ii. Secretary Kahrl made a motion to waive the board's right to deny and approve the side letter at this time. VC Elder seconds the motion. Motion carries.
- e. Consider and approve a side letter with PHF approving the transfer of revenues related to Fire Marshal services (NEW ledger item 46360) to PHF to fund the Fire Marshal's position.
- i. VC Bettencourt made a motion to approve a side letter with PHF approving the transfer of revenues related to Fire Marshal services (NEW ledger item 46360) to PHF to fund the Fire Marshal's position. Director Enos seconds the motion. Motion carries unanimously by roll-call vote.
- f. Consider and accept the Audit for FY 2018/2019 prepared by Johnson Accounting.
- i. Secretary Elder made a motion to accept the audit as presented. VC Bettencourt seconds the motion. Motion carries.
- g. Consider and accept the title and ownership of PHF 2004 HME to replace the 1995 engine and give staff the authority to make the necessary equipment changes.
- i. VC Bettencourt made a motion to accept the title and ownership of PHF 2004 HME to replace the 1995 engine and give staff the authority to make the necessary equipment changes. Secretary Elder seconds the motion. Motion carries.
- h. Consider and approve the meeting calendar for 2020.
- i. Secretary Elder made a motion to approve the meeting calendar with the following amendment:
    - 1) Move the 12/16 meeting to 12/9.

2) Director Enos seconds the motion. Motion carries.

**13. Directors Reports:**

a. None

**14. Chairman Kahrl adjourned the meeting at 7:36 p.m.**

Respectfully Submitted By:

  
\_\_\_\_\_  
Patrice Metz, Recording Secretary

Approved: \_\_\_\_\_

**Newcastle Fire Protection District  
Revenue and Expense Report  
Fiscal Year 2019/2020 59% elapsed**

	Jul 1, '19 - Fe...	Budget	% of Budget
<b>REVENUE</b>			
<b>Property Taxes</b>			
40010 Current Secured Property	137,325.70	249,469.00	55.0%
40040 Railroad Unitary Property	128.54	234.00	54.9%
40050 Unitary Property	3,373.52	6,134.00	55.0%
40060 Current Unsecured	5,338.55	5,525.00	96.6%
40090 Delinquent Unsecured	21.01	80.00	26.3%
40100 Current Supplemental Prop	2,778.29	4,017.00	69.2%
40110 Delinquent Supplemental	4.73	15.00	31.5%
<b>Total Property Taxes</b>	<b>148,970.34</b>	<b>265,474.00</b>	<b>56.1%</b>
40180 Other Taxes Measure B	184,948.94	336,270.00	55.0%
40180 Other Taxes Measure F	90,172.16	163,338.00	55.2%
42010 Investment Income	2,642.76	4,000.00	66.1%
44350 State Homeowners Relief	903.65	1,751.00	51.6%
45010 Cal Fire VFA Grant	1,149.19	0.00	100.0%
46350 Fire Services	1,327.50	37,500.00	3.5%
<b>46360 Other Fees and Charges</b>			
Fire Code Compliance Inspection	9,275.00	25,000.00	37.1%
<b>Total 46360 Other Fees and Charges</b>	<b>9,275.00</b>	<b>25,000.00</b>	<b>37.1%</b>
48030 Miscellaneous	105.00	2,000.00	5.3%
<b>Total REVENUE</b>	<b>439,494.54</b>	<b>835,333.00</b>	<b>52.6%</b>
<b>Total</b>	<b>439,494.54</b>	<b>835,333.00</b>	<b>52.6%</b>
<b>Expense</b>			
<b>EXPENSES</b>			
52030 Fire Protective clothing	1,883.32	15,000.00	12.6%
52040 Communication Services	1,933.83	5,000.00	38.7%
52060 Station/Household Expense	1,019.93	3,000.00	34.0%
52080 General Liability Ins	7,577.00	7,800.00	97.1%
52160 Equipment Maintenance	7,891.23	18,000.00	43.8%
52170 Fuels & Lubricants	4,055.67	7,700.00	52.7%
52180 Building maintenance	282.76	1,000.00	28.3%
52220 Gases, medical	593.87	1,250.00	47.5%
52260 Miscellaneous Expense	748.52	1,000.00	74.9%
52330 General Office	857.55	2,500.00	34.3%
<b>52360 Special Services</b>			
Parcel Tax preparation	2,000.00	2,000.00	100.0%
SC2820 Personnel/policies	1,889.65	2,500.00	75.6%
SC2840 Parcel collection charge	4,996.09	4,980.00	100.3%
SC2860 Prop Tax Admin costs	4,756.23	4,550.00	104.5%
SC2880 Admin Services	76,950.00	102,600.00	75.0%
SC2900 Audit Costs	4,950.00	4,800.00	103.1%

**Newcastle Fire Protection District  
Revenue and Expense Report  
Fiscal Year 2019/2020 59% elapsed**

	<u>Jul 1, '19 - Fe...</u>	<u>Budget</u>	<u>% of Budget</u>
SC3070 LAFCO fees	426.75	430.00	99.2%
<b>Total 52360 Special Services</b>	95,968.72	121,860.00	78.8%
52370 Professional Services	12,224.62	3,000.00	407.5%
52460 Small Tools, Accessories	252.04	4,000.00	6.3%
52570 Publications Legal Notice	132.98	500.00	26.6%
52580 Special District Expense	6,099.00	8,500.00	71.8%
52800 Utilities	7,410.33	12,000.00	61.8%
<b>Total EXPENSES</b>	148,931.37	212,110.00	70.2%
54440 Fixed Assets Buildings	26,809.92	108,000.00	24.8%
<b>Payroll Expenses</b>			
51010 Salaries & Wages	193,062.35	373,000.00	51.8%
51030 Extra Help	0.00	10,000.00	0.0%
51040 Overtime Call Back	66,592.14	70,000.00	95.1%
51220 Payroll Tax	19,680.07	35,000.00	56.2%
51310 Employee Group Insurance	23,938.44	38,000.00	63.0%
51360 Workers Comp Insurance	21,192.00	37,350.00	56.7%
<b>Total Payroll Expenses</b>	324,465.00	563,350.00	57.6%
<b>Total Expense</b>	500,206.29	883,460.00	56.6%
<b>Net</b>	<b>-60,711.75</b>	<b>-48,127.00</b>	<b>126.1%</b>



**Newcastle Fire Protection District  
Expenses by Vendor Detail  
January 2020**

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Amount</u>	<u>Balance</u>
<b>AT&amp;T</b>				
01/16/2020	14014...	52040 Communication Services	40.08	40.08
Total AT&T			40.08	40.08
<b>Auburn Ace Hardware</b>				
01/16/2020	98722	52060 Station/Household Expense	67.51	67.51
Total Auburn Ace Hardware			67.51	67.51
<b>Dobbas Inc</b>				
01/16/2020	33621	52170 Fuels & Lubricants	481.08	481.08
Total Dobbas Inc			481.08	481.08
<b>FDAC/FASIS</b>				
01/16/2020	2020-...	51360 Workers Comp Insurance	7,064.00	7,064.00
Total FDAC/FASIS			7,064.00	7,064.00
<b>George Atteberry</b>				
01/16/2020	182020	54440 Fixed Assets Buildings	767.24	767.24
Total George Atteberry			767.24	767.24
<b>Jesse Wilson</b>				
01/16/2020	PP13, ...	SC4000 Education & Training	600.00	600.00
Total Jesse Wilson			600.00	600.00
<b>Joseph Leonard SE</b>				
01/16/2020	08	54440 Fixed Assets Buildings	5,211.30	5,211.30
Total Joseph Leonard SE			5,211.30	5,211.30
<b>Kaiser</b>				
01/16/2020	12252...	51310 Employee Group Insurance	1,667.57	1,667.57
Total Kaiser			1,667.57	1,667.57
<b>Kronick, Moskovitz, Tiedemann &amp; Girard</b>				
01/16/2020	296462	54440 Fixed Assets Buildings	647.15	647.15
Total Kronick, Moskovitz, Tiedemann & Girard			647.15	647.15
<b>Logan Mavor</b>				
01/06/2020	PP14	SC4000 Education & Training	200.00	200.00
Total Logan Mavor			200.00	200.00
<b>PCWA</b>				
01/16/2020	12262...	Water	83.09	83.09
Total PCWA			83.09	83.09
<b>PG&amp;E</b>				
01/06/2020	12/12/...	Electricity/gas	724.03	724.03
Total PG&E			724.03	724.03
<b>Placer Hills Fire District</b>				
01/06/2020	2019-...	SC2880 Admin Services	25,650.00	25,650.00
01/06/2020	2019-...	SC2820 Personnel/policies	1,745.20	27,395.20
Total Placer Hills Fire District			27,395.20	27,395.20
<b>Principal Life</b>				
01/16/2020	121819	51310 Employee Group Insurance	409.59	409.59

**Newcastle Fire Protection District  
Expenses by Vendor Detail  
January 2020**

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Amount</u>	<u>Balance</u>
Total Principal Life			409.59	409.59
<b>Recology Auburn Placer</b>				
01/16/2020	61571...	Garbage collection	187.02	187.02
Total Recology Auburn Placer			187.02	187.02
<b>Ron Lichau &amp; Associates</b>				
01/06/2020	121519	54440 Fixed Assets Buildings	3,500.00	3,500.00
Total Ron Lichau & Associates			3,500.00	3,500.00
<b>Sierra Morning Website</b>				
01/16/2020	Jan 20	SC2660 Website Maintenance	50.00	50.00
Total Sierra Morning Website			50.00	50.00
<b>Skyline Scaffold Inc.</b>				
01/16/2020	11/23/...	Small Equipment	53.88	53.88
Total Skyline Scaffold Inc.			53.88	53.88
<b>Tricorp Group</b>				
01/16/2020	PCO3...	54440 Fixed Assets Buildings	4,050.00	4,050.00
01/16/2020	PCO3...	54440 Fixed Assets Buildings	3,000.00	7,050.00
01/16/2020	PCO3...	54440 Fixed Assets Buildings	5,500.00	12,550.00
Total Tricorp Group			12,550.00	12,550.00
<b>United Healthcare</b>				
01/06/2020	7562954	51310 Employee Group Insurance	138.60	138.60
Total United Healthcare			138.60	138.60
<b>US Bank</b>				
01/16/2020	12232...	Phone/Cable/Internet	140.67	140.67
01/16/2020	12232...	52220 Gases, medical	39.53	180.20
01/16/2020	12232...	52040 Communication Services	52.50	232.70
01/16/2020	12232...	52060 Station/Household Expense	144.57	377.27
Total US Bank			377.27	377.27
<b>TOTAL</b>			<b>62,214.61</b>	<b>62,214.61</b>

3:15 PM  
 02/14/20  
 Accrual Basis

**Newcastle Fire Protection District**  
**Fire Code Compliance Inspections**  
 July 1, 2019 through February 14, 2020

Date	Memo	Amount
<b>REVENUE</b>		
<b>46360 Other Fees and Charges</b>		
<b>Fire Code Compliance Inspection</b>		
08/02/2019	19-02079 sprinklers driveway propane	1,000.00
08/02/2019	19-02182 sprinklers driveway propane	1,000.00
08/02/2019	19-02466 propane driveway	250.00
08/02/2019	Speedway signage	125.00
08/28/2019	BLD19-02443 sprinklers, propane driveway	1,000.00
08/28/2019	4615 Fruitvale	125.00
08/28/2019	Eldridge Jacklett	125.00
09/06/2019	BLD19-01293 sprinklers propane driveway	1,000.00
09/06/2019	042-211-058 Powerhouse sprinklers	750.00
10/04/2019	BLD19-03771 sprinklers propane drive	1,000.00
10/04/2019	BLD17-05415 propane	125.00
10/04/2019	Speedway plans	125.00
12/10/2019	2155 Brennans Rd Sprinklers 2023	750.00
12/10/2019	19-03875 9734 Powerhouse Rd 1112 propane WUI/dri...	250.00
12/10/2019	6800 Chaparral Ln propane tank	125.00
12/10/2019	19-05700 150 Spring Ln New Energy propane tank cre...	150.00
01/16/2020	19-05746 1970 Vista Cielo gas lines Energy savings Pros	125.00
01/16/2020	19-05877 2629 Shirland Tract Hogan sprinklers	750.00
01/16/2020	7588 Ridge Rd propane Bonk	125.00
02/12/2020	450 & 452 Main St. Solar inspection	250.00
02/12/2020	790 Stonewood Rd propane tank	125.00
	Total Fire Code Compliance Inspection	9,275.00
	Total 46360 Other Fees and Charges	9,275.00
	Total REVENUE	9,275.00
<b>TOTAL</b>		<b>9,275.00</b>

Newcastle Fire Development Fees  
**Revenue & Expense**  
 July 1, 2019 through February 14, 2020

	Jul 1, '19 - F...	Budget	% of Budget
<b>Income</b>			
30210 Assigned reserve funds	0.00	7,000.00	0.0%
42010 Investment Income	827.15	1,200.00	68.9%
46440 Mitigation Fees	31,363.64	32,000.00	98.0%
<b>Total Income</b>	<b>32,190.79</b>	<b>40,200.00</b>	<b>80.1%</b>
<b>Expense</b>			
52030 Fire protection clothing	0.00	6,000.00	0.0%
52360 Professional Services	0.00	5,000.00	0.0%
54460 Fixed Assets (Equipment)	29,179.87	29,200.00	99.9%
<b>Total Expense</b>	<b>29,179.87</b>	<b>40,200.00</b>	<b>72.6%</b>
<b>Net Income</b>	<b>3,010.92</b>	<b>0.00</b>	<b>100.0%</b>



# NEWCASTLE FIRE PROTECTION DISTRICT

PO Box 262, 9211 CYPRESS ST, NEWCASTLE, CA 95658

916-663-3323 FAX 916-663-3907

*DIRECTORS: Lawrence Bettencourt, Jonita Elder, Robin Enos, James Heisterkamp, William Kahrl  
Fire Chief Kirk Kushen*

## RESOLUTION NO. 2020-01

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE NEWCASTLE FIRE PROTECTION DISTRICT ADOPTING THE 2019 CALIFORNIA BUILDING AND FIRE CODES WITH LOCAL AND PLACER COUNTY AMENDMENTS

**WHEREAS**, the California Building and Fire Codes are amended and published every three years based on the International Fire Code of the International Code Council; and

**WHEREAS**, Placer County has established amendments necessary because of local climatic, geological or topographical conditions;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of the Newcastle Fire Protection District does hereby adopt the 2019 California Building and Fire Codes with the Placer County and Newcastle Fire Protection District Local Amendments;

**APPROVED, PASSED AND ADOPTED** at a regular meeting of the Newcastle Fire Protection District at Newcastle, California this 19th day of February 2020.

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

Signed: \_\_\_\_\_

William Kahrl, Chair

Attest: \_\_\_\_\_

Jonita Elder, Secretary



**Robert W. Johnson**  
*an accountancy corporation*

6234 Birdcage Street, Citrus Heights, California 95610 | robertwjohncpajohnsoncpagroup@gmail.com | 916.723.2555  
www.bob-johnson-cpa.com

January 9, 2020

Board of Directors  
Newcastle Fire Protection District  
P.O. Box 262  
Newcastle, CA 95658

Dear Board Members:

We have recently completed your June 30, 2019 audit. We appreciated the opportunity to work with you and your staff.

Therefore, this letter proposes a new three-year contract. A number of our special district clients prefer to retain our services on a contract basis. This permits a District to budget accordingly and also permits us to schedule our staff in advance.

Our estimate (maximum fees) for your audits is

Year ended June 30, 2020	\$5,100
Year ended June 30, 2021	5,250
Year ended June 30, 2022	5,400

Please let us know the Board's wishes. If everything is in order, please sign and return the second copy of this letter.

Sincerely,

Robert W. Johnson, CPA

RWJ: jn

**Approved Contract**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_