



NEWCASTLE FIRE PROTECTION DISTRICT

MAY 21, 2014, 6:00P.M.

at 461 Main Street, Newcastle, CA 95658

MEETING MINUTES

Board: Jim Jordan, Director, Chairman
Eric Sprouse, Vice Chairman
Jonita Elder, Secretary
Robin Enos, Director
Isaak Egge, Director

1. **CALL MEETING TO ORDER:** Chairman called meeting to order at 6:03pm. All board members present. Chief Higgins was also in attendance.
Pledge of Allegiance.
2. **APPROVAL OF AGENDA:**
 - (A) May 21, 2014 Meeting Agenda.
 - 1) ~~Motion agenda approved as published. VOTE: all in favor AYE (5-0), all board members present.~~
 - (B) Motion to amend agenda to add approval of Special Meeting Minutes May 7, 2014.
 - 1) Motion to amend and add made and seconded. **VOTE:** all in favor AYE (5-0), motion passed unanimously, all board members present.
3. **APPROVAL OF MINUTES:**
 - (A) Meeting Minutes - Month of April 16, 2014
 - 1) Motion made to approve minutes and seconded. **VOTE:** all in favor AYE (5-0), motion passed unanimously.
 - (B) May 7, 2014 Special Meeting Minutes
 - 1) Motion made to approve minutes and seconded. **VOTE:** all in favor AYE (5-0), motion passed unanimously.
4. **FINANCIAL REPORT & BILL APPROVAL:**
 - (A) Monthly Expense Report – Month of May, 2014. Spreadsheet presented.
 - 1) Motion to approve monthly expense report and seconded. **VOTE:** all in favor AYE (5-0), motion passed unanimously.
5. **CORRESPONDENCE:**

None
6. **PUBLIC COMMENT:**
 - (A) Resident requested protocol for incident. Per Chief Higgins, advises to contact 911 in all cases to initiate incident call.
7. **INFORMATIONAL/NON-ACTION ITEMS**
 - (A) Chief's Report (By Chief Higgins.)
 - 1) Training. Training for the month of April consisted of 321 personnel hours (up 150% increase from previous training). Preparing for upcoming fire season. Thirteen strike teams from Region 4 in San Diego assisting with their fire incidents. This is a significant amount so early in the fire season.
 - 2) Emergency Responses for the month of April consisted of 27 EMS related, 2 Auto-related, 5 fires, and 13 public assists or service calls totaling 47 responses for month of April.

- 3) Chief Higgins current working on next year's preliminary budget. He is anticipating a 1.5 – 2% payroll increase for fiscal year 2014-2015. Will be presenting to the board next month.
- 4) ISO Rating. Newcastle went through an ISO Audit on May 15th (a 4½ hour meeting going over all the documentation with them. They picked 3 hydrants that they have to do additional testing on. We will not know what our ISO grade will be for 45 to 60 days. We do not know yet what our new rating will be.
- 5) LAFCO has initiated a municipal services review (MSR) for fire agencies located on the west slope of Placer County. Recommendations will be put out to the county fire districts and fire departments once it's completed.
- 6) Engineering of the upgrade water system has been submitted to PCWA for review of the project down at Valley View Elementary School. Expected scheduled completion is August 8th. They will be awarding a contractor this month. Will start updating the water system to the school. Per Chair Jordan, there is a special meeting this evening at 6:00 to award the contract.

8. ACTION ITEMS:

- (A) 2nd Public CIP Review. The CIP review from Willdan was provided last month and is on website. Chief Higgins opens for questions or discussions on what the review states. Ms. Elder noted that there had been some changes in equipment not reflected in CIP as far as fire equipment goes. Inventory and information based on the date and time of submittal.
- (B) Resolution# 2014_8 CIP Review, A RESOLUTION ADOPTING THE NEWCASTLE FIRE PROTECTION DISTRICT CAPITAL IMPROVEMENT PLAN AND MITIGATION FEE STUDY FOR FY2013-2014.
 - 1) If approved by the board tonight, this would be submitted as a complete package to the County Board of Supervisors for final approval. Mitigation fees will be \$0.64 per square foot for residents, \$0.64 per square foot for commercial, \$0.61 per square foot for new office, \$0.29 per square foot for agricultural, \$0.33 per square foot for industrial. If passed by the County Board of Directors, it will become effective 60 days thereafter. Currently fees are one price for all types – \$0.433 per square foot and were adopted back in the 90s.
 - 2) Chairman Jordan asked if the board was in favor of voting on the resolution as read. All members are in favor of voting on the resolution as read
 - 3) Motion is made to approve Resolution 2014_8 as written. Motion is seconded. Chair Jordan requests a ROLL CALL VOTE to accept and submit Resolution 2014_8 as written. VOTE is Chair Jordan-Aye, V.C. Sprouse-Aye, Sec. Elder-Aye, Director Egge-Aye, and Director Enos-Aye. **VOTE: Aye 5 – Nay 0. Motion passed unanimously.** Chief Higgins will forward the resolution to the County Board of Supervisors for their approval.
- (C) Resolution# 2014_9, ADJUSTMENT OF SPECIAL TAX MEASURE B, CONSUMER PRICE INDEX FOR F/Y 2014-2015.
 - 1) Resolution read out loud by Chair Jordan in full. Tax measure B approved by voters provides for an annual cost of living adjustment. A 2.4% tax increase to be effective upon passage of this resolution was recommended.
 - 2) Discussion by board of previous tax increases, revenue potential, affect to tax payers, usage of funds/obligated funds, Cap of 3% increase per year.
 - 3) Chair Jordan requests approval to bring resolution to a vote and receives consent from full board. He then asks for a motion from the floor.
 - 4) Motion is made to approve Resolution# 2014_9 as written. Motion receives a second. Chair Jordan requests a ROLL CALL VOTE– for the approval of Resolution# 2014_9 as written. VOTE is: Chair Jordan - Nay; Sec. Elder - Nay; Dir. Egge - Nay; V.C. Sprouse - Aye; Dir. Enos -Nay. **VOTE: Aye 1 – Nay 4, motion does not pass.** Resolution is defeated.
- (D) Resolution# 2014_10, ADJUSTMENT OF SPECIAL TAX MEASURE F, CONSUMER PRICE INDEX FOR F/Y 2014-2015.

- 1) Mr. Sprouse read resolution out loud in full. Tax Measure F approved by voters and allows an annual cost of living increase. A 2.4% tax increase to be effective upon passage of this resolution was recommended.
- 2) Discussion by the board: tax increases made annually pursuant to and as indicated by the measure and consumer price index (CPI) on an annual basis. Potential revenue increase of approximately \$3300 for the year per Ms. Elder.
- 3) Chair Jordan raises the question... Is there a necessity to increase taxes at this time? Mr. Egge states need to retain staff, funds needed to maintain and improve the department (for wages, equipment, building and maintaining).
- 4) Mr. Egge points out that to compete as a legitimate fire service, we need to look at other ways to generate revenue. Cost of living and cost of equipment continue to increase.
- 5) Chair Jordan points out that the district looks to be competitive for the market that we are in.
- 6) Ms. Elder points out that personnel wages are calculated a bit differently and yearly salaries can be closer to \$10.50/hr or \$30,450 per year.
- 7) Chair Jordan asks for approval to bring Resolution 2014_9 to a vote and receives full consent from the Board to bring the resolution to a vote. A motion is requested.
- 8) Motion is made to approve Resolution# 2014_9 as written. Motion receives a second. A ROLL CALL VOTE is requested for the approval of Resolution# 2014_9 as written. VOTE is Chair Jordan - Nay; Sec. Elder - Nay; Dir. Egge - Nay; VC. Sprouse - Nay; Dir. Enos -Nay. **VOTE: Aye 0 – Nay 5, motion does not pass.** Resolution is defeated.

9. Board of Director Reports:

- (A) Chair Jordan starts out by thanking all those who were involved in the community event last weekend. Great turnout and event for the community. The rest of the board agrees, offers more thanks to the folks that helped out, and would like to see more of these kinds of events in the community.

Meeting adjourned at 7:09pm

10. NEXT REGULAR MEETING: June 18, 2014

Respectfully Submitted,

Gayle Capik
Recording Secretary