



NEWCASTLE FIRE PROTECTION DISTRICT NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

April 16, 2014 @ 6:00 P.M.

at: 1588 Lisa Dr "Castle City Mobile Home Park", Newcastle, CA 95658

AGENDA

- 1. CALL MEETING TO ORDER: Pledge of Allegiance**
- 2. APPROVAL OF AGENDA:**
- 3. APPROVAL OF MINUTES:**
 - (A) Month of March 19, 2014
- 4. FINANCIAL REPORT & BILL APPROVAL:**
 - (A) Monthly Expense Report
- 5. CORRESPONDENCE:**
 - (A)
- 6. PUBLIC COMMENT:**

(The Newcastle Fire Protection District Board of Directors has provided this period for members of the public to be given the opportunity to address the board on items of interest to the public, which are applicable to the district. No action may be taken on any matter, which is not already on the agenda for consideration. The reasonable time frame for public comment will be limited to five (5) minutes per person, unless specifically authorized otherwise by the Chair.)
- 7. Informational / Non-Action Items:**
 - (A) Chiefs Report
 - (B) District CIP Update, 1st Public Review
 - (C)
- 8. Action Items:**
 - (A) Property Appeals
 - (B) 2014 Office of Elections, Candidate Services, RESOLUTION #2014_4
 - (C) 2014-2015 Direct Charge Submittals. Resolution# 2014_5 (Measure F) & Resolution# 2014_6 (Measure B) and Out Source Services.
 - (D) Resolution# 2014_7, Authorizing a Memorandum of Understanding Related to Donation of Real Property, Authorizing Negotiations Related to Donation of Real Property and Authorizing Certain Related Actions
- 9. Board of Director Reports:**
 - (A)
- 10. NEXT REGULAR MEETING: Wednesday May 21, 2014**

Accommodating those individuals with Special Needs:
In compliance with the Americans with Disabilities Act, the Newcastle Fire Protection District encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact our office at (916) 663-3323, well in advance of the regular meeting you wish to attend so that we may make every reasonable effort to accommodate you.

NEWCASTLE FIRE PROTECTION DISTRICT

MONTHLY EXPENSE REPORT

MONTH OF April, 2014

	<u>FUND</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>DESCRIPTION:</u>
1	2939	Jim Jordan	\$25.00	Reg. Meeting
2	2939	Jonita Elder	\$25.00	Reg. Meeting & Spec.Meeting
3	2939	Isaak Egge	\$25.00	Reg. Meeting & Spec.Meeting
4	2939	Eric Sprouse	\$25.00	Reg. Meeting & Spec.Meeting
5	2555	Heather Pier	\$60.00	Reg. & Spec. Meeting Secretary Service
6	1310	Kaiser	\$3,070.00	Health
7	1310	United Healthcare	\$190.80	Vision
8	1310	Principal Financial Group	\$420.03	Dental
9	2965	PG&E	\$321.21	Electrict & Gas
10	2770	Dawson	\$178.11	District Gas
11	2051	AT&T	\$240.26	District Phones
12	2051	Wave Broadband	\$72.95	District Internet
13	2456	US Bank CAL Card	\$750.25	Previous Outstanding Balances
14	2965	Recology	\$179.94	District Trash
15	2290	Paradise Signs	\$226.95	Lettering
16	2555	Penryn Fire Prot. Dist.	\$18,750.00	April-June Contract
17	2555	Roseville Design	\$4,150.00	Phase III.3 & III.4
18	1315	FASIS	\$5,529.00	4th Qtrs. Work Comp.
19	2965	SPMUD	\$246.00	District Sewer
20	2770	Jim Bobbas	\$1,753.68	District Fuel
21	2405	Wayne Hickok	\$20.00	Reimb. For Dump Run
22	2051	ComTech	\$275.83	Tranceiver Cables
23	2422	Harris Industrial Gases	\$53.54	Medical Oxygen
24	2290	G&T Truck Repair	\$1,235.48	Seagrave Repairs prior to sale
25	2017	Advantage Gear	\$200.00	Work Boots for Kirk
26	2555	Willdan	\$870.00	CIP Update
27	2456	William Calkins	\$150.54	Tax Reimbursement
28	2456	Jerald Saladana	\$75.27	Tax Reimbursement
29	2456	Terri Maginnis	\$150.54	Tax Reimbursement
30	2456	William Monahan	\$75.27	Tax Reimbursement
32	2456	Joanne Neft	\$225.81	Tax Reimbursement
33	2051	Big Byte Computer Services	\$275.00	Website Services
34				
35				
36				
37				
38				
39				
40		TOTAL:	\$39,846.46	

Newcastle Fire Protection District

Regular Meeting
March 19, 2014

Minutes

Vice Chairman Jordan called the meeting to order at 6:03 p.m. Vice Chairman Jordan, Secretary Jonita Elder, Director Isaak Egge and Director Eric Sprouse were present. Chief Higgins was also in attendance.

APPROVAL OF AGENDA: After reviewing the posted agenda, V/C Jordan asked for comments, hearing none, requested a vote of approval. The agenda was approved unanimously 4-0.

APPROVAL OF MINUTES: After reviewing the submitted minutes for the February 5th, 2014 meeting, V/C Jordan asked for comments, hearing none, requested a vote of approval. The minutes were approved unanimously 4-0. After review of minutes for the February 19th special meeting, V/C Jordan asked for comments, hearing none, requested a vote of approval. Directors Elder, Egge and Sprouse, voted to accept the minutes as submitted. Director Jordan abstained due to his absence at that meeting.

FINANCIAL REPORT AND BILL APPROVAL: V/C Jordan asked for comments, hearing none, requested a vote of approval. The Directors voted unanimously 4-0 to approve the monthly expense report.

CORRESPONDANCE: There were 2 applications for the open seat on the Board of Directors from Sue Stack and Robin Enos.

PUBLIC COMMENT: Jack Bolin asked questions about the Fire Stations ISO rating regarding his homeowner's insurance policy.

INFORMATION/NON-ACTION ITEMS:

- (A) **Placer County Auditor's report was presented by Andy Sisk.** The Auditor-Controller and the State- Controller will accept this report. The District made a profit during the last year due to Measure B. The District is almost finished paying off any long term dept.
- (B) **Chief's Report:**
 - Chief Higgins will present a rough draft of the capital improvement plan at the next meeting.
 - OES Engine is outfitted and the staff is currently training on that engine.
 - The new bay door project has been delayed due to weather and contractor injuries.
 - Chief Higgins is gathering information for an impending ISO audit. There was some discussion regarding the ISO designation.
 - Chief Higgins will present a resolution for 2014 for candidate services and the CFE update at the next meeting.

ACTION ITEMS:

- (A) Applicants for the vacant Board seat were Robin Enos and Sue Stack.
- (B) Discussion of Applicant Questions

(C) Applicant Interviews

(D) Director Egge motioned to appoint Robin Enos to the vacancy on the Board of Directors. **Motion was seconded by Secretary Elder. A roll call vote was taken. The motion passed unanimously 4-0.**

(E) Vice-Chairman Jordan administered the oath of office to Robin Enos.

(F) Election of Officers of the Board- With the resignation of Dave Ward from the Board of Directors and the addition of Robin Enos, new officers of the Board will be elected.

-Secretary Elder nominated Director Jordan be elevated to Chairman of the Board; seconded by Director Sprouse. **Motion passed unanimously 5-0 with all Directors present.**

-Director Egge nominated Director Sprouse to Vice-Chairman of the Board; seconded by Chairman Jim Jordan. **Motion approved unanimously 5-0, with all Directors present.**

-Director Sprouse nominated Jonita Elder to retain her position as Board Secretary; seconded by Chairman Jordan. **Motion approved unanimously 5-0 with all Directors present.**

(G) Property Appeals: Neil Anderson made recommendations based on property owner's request for reviews. Mr. Anderson discussed and made recommendations regarding eight property owners. Board actions follow:

042-022-014-000- Recommendation: Property should be exempt from Measures B and F. Property owner should be reimbursed for taxes paid this year. **Director Sprouse motioned to accept the recommendation. Director Egge seconded the motion. Motion passed 5-0 unanimously.**

040-178-005-000- Recommendation: Property should be exempt from Measures B and F. Property owner should be reimbursed for taxes paid this year. **Director Jordan motioned to accept the recommendation. Director Elder seconded the motion. Director Sprouse abstained from voting. The motion passed unanimously 4-0-1.**

032-263-038-000- Recommendation: Properties should be exempt from Measures B and F. Property owner should be reimbursed for taxes paid this year. **Director Sprouse motioned to accept the recommendation. Director Enos seconded the motion. The motion passed unanimously 5-0.**

031-401-019-000- Recommendation was withdrawn pending further information.

040-150-027-000, 040-176-003-000, 040-178-006-000- Recommendation: Property should be exempt from Measures B and F. Property owner should be reimbursed for taxes paid this year. **Director Sprouse motioned to accept the recommendation. Director Jordan seconded the motion. The motion passes unanimously 5-0.**

032-152-011-000- Recommendation was withdrawn pending further information.

040-194-031-000- Recommendation: Property has been combined to one parcel. Property owner should be refunded taxes paid. **Director Jordan motioned to accept the recommendation. Director Elder seconded the motion. The motion passed unanimously 5-0.**

042-221-018-000- Recommendation was withdrawn pending further information.

Board of Director Reports:

Elder: Thanks to Mr. Anderson for his work on the property reviews.

Egge: Will have the audit posted to the website soon.

Jordan: Thanks to the Park for allowing us to use their building for the next several months.
Thanks to Director Egge for his work on the website.

Adjournment: 8:43 p.m.

Respectfully submitted,

Heather Pier
Recording Secretary