



NEWCASTLE FIRE PROTECTION DISTRICT

9350 OLD STATE HIGHWAY, NEWCASTLE, CA 95658

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*DIRECTORS: Lawrence Bettencourt, John Burns, Jonita Elder, James Heisterkamp, Roger Lee
Fire Chief Ian Gow*

NOTICE OF A REGULAR MEETING and AGENDA

Wednesday, August 20, 2025 @ 6:00 p.m.

Long Valley Community Hall, 2008 Rattlesnake Rd., Newcastle CA 95658

This meeting will be open to in-person attendance.

1. **CALL MEETING TO ORDER:** Pledge of Allegiance
2. **APPROVAL OF AGENDA:**
3. **APPROVAL OF MINUTES:** July 16, 2025 Regular Meeting
4. **BILL APPROVAL AND FINANCIAL REPORT:** July 2025/August 2025
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. **CHIEFS REPORTS:**
 - (A) Fire Chief Gow
 - (B) Fire Marshal D'Ambrogi
 - (C) Battalion Chiefs Nelson, Slusher and Williamson
8. **NEVADA COUNTY PROFESSIONAL FIREFIGHTERS, LOCAL 3800 REPORT**
9. **BOARD COMMITTEE REPORTS:**
 - (A) Building Committee: Fire station (Director Bettencourt and Director Lee).
 - (B) Inter-district Cooperation Ad-hoc Committee (Chair Heisterkamp and Director Elder).
10. **INFORMATIONAL AND DISCUSSION ITEMS:**
 - (A) Board to discuss the progress on the reorganization and the LAFCo process for Newcastle and Placer Hills Fire Protection Districts
 - (B) Board to review and discuss the draft Employee Physical Exam Position Paper
 - (C) Status on Placer County Local Hazard Mitigation update for 2026
 - (D) Review and discuss the Newcastle Fuel Vault Standard Operating Guideline (SOG)
11. **ACTION ITEMS REQUIRE A VOTE BY ROLL CALL**
 - (A) Consider and adopt Resolution 2025-01 A Concurrent Resolution of Placer Hills and Newcastle Fire Protection Districts for consolidation of the Newcastle Fire Protection District into the Placer Hills Fire Protection District
 - (B) Consider and vote for the Special District Representative for Placer County Local Agency Formation Commission
 - (C) Consider and approve an application to borrow County funds to cover any budget shortfalls until property tax revenues are received
 - (D) Consider and approve a 2-year proposal from Smith and Newell CPAs for audit services for Fiscal Years 2025-2026.
12. **DIRECTORS REPORTS:**
13. **MEETING ADJOURNED:**

Next Board meeting: Sept 17, 2022

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 (530) 878-0405, in advance of the regular meeting so that we may make every reasonable effort to accommodate you.

NEWCASTLE FIRE PROTECTION DISTRICT IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
July 16, 2025
Long Valley Community Hall
2005 Rattlesnake Rd., Newcastle, CA 95658

1. Call Meeting to Order

- a. Chairman Heisterkamp called the meeting to order at 6:01 p.m.
- b. VC Bettencourt led the flag salute.
- c. All directors were present.
- d. Chief Gow, Fire Marshal D'Ambrogi and BC Nelson were present.

2. Approval of Agenda

- a. Chief Gow reported that there is an error at the bottom of the agenda. The next board meeting will be on August 20th. Chairman Heisterkamp requested that item 10. (A) be permanently removed from future agendas.
- b. VC Bettencourt made a motion to approve the agenda with as amended. Director Elder seconds the motion. Motion carries unanimously via roll call vote (5/0).

3. Approval of Minutes

- a. Director Elder made a motion to approve the minutes of the June 18th regular meeting as presented. Secretary Burns seconds the motion. Motion carries 4/0 via roll call vote with VC Bettencourt abstaining.

4. Approval of Financial Report

- a. Director Elder made a motion to approve the financial report as presented by Chief Gow. Chairman Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (5/0).

5. Correspondence

- a. Chief Gow reported that he has received the ballot from LAFCO for the upcoming election of the special district – alternate position. This will come before the board at the August meeting for action.

6. Public Comment

- a. Jon Anacker
 - i. Praying for a good outcome for both sides as it relates to labor negotiations.

7. Chief's Report

- a. Chief Gow reporting:
 - i. Newcastle's old SCBA's have been sold for \$9k.
 - ii. Policy manual updates may be ready for board consideration at the August meeting.
- b. Fire Marshal D'Ambrogi reporting:
 - i. Hydro/Rough Inspection (SFD) 3
 - ii. SFD Final 1
 - iii. Defensible Space Inspection 1
 - iv. LPG 5
- c. BC Nelson Reporting:
 - i. Call Volume Through 6/30/2025 - 393
 - 1. Fire 25
 - 2. Overpressure 0
 - 3. Rescue EMS 235
 - 4. Hazardous Condition 11
 - 5. Service Call 39
 - 6. Good Intent 72
 - 7. False Alarm 10
 - 8. Severe Weather 1

8. Newcastle Professional Firefighter's Association

- 1. No Report.

9. Board Committee Reports

- a. Building Committee report on the new fire station.
 - i. VC Bettencourt reported that the permit for the fuel tank was issued on 7/5/2025 and expires on 8/5/2025. BC Nelson was asked to have the emergency shutoff sign installed.
 - ii. Would like to have the system in service by 8/5/2025.

- b. Inter-district Cooperation Ad-hoc Committee.
 - i. Chairman Heisterkamp discussed *Joint Powers Agreement (JPA)*. Vice Chairman Michelini from Foresthill Fire will present a sample JPA at the next meeting.

10. Informational/Non-Action Items

- a. Board to discuss Newcastle Fire's parcel ownership at the Chantry Hill ballfield.
 - i. To be removed from future agendas.
- b. Board to discuss the progress of the reorganization and the LAFCO process for Newcastle and Placer Hills Fire Protection Districts.
 - i. Chief Gow re-capped the process up to now.
 - ii. Chairman Heisterkamp reviewed financial projections as created by the LAFCO consultant (Attachment A).
 - iii. Chairman Heisterkamp also reviewed a spreadsheet listing different scenarios for overlaying all or a combination of special assessments to adequately fund the proposed consolidation between Placer Hills Fire and Newcastle Fire (Attachment B).
- c. Board to review and discuss the draft Employee Physical Exam Position Paper.
 - i. Chief Gow discussed staff's recommendation for completing annual physical exams for safety personnel.
 - 1. Staff recommends staying with Occu-Med for pre-employment physicals as they are 100% covered by Newcastle's insurance provider.
 - 2. Contract with 1582 for annual physicals with any costs above the basic exam being paid by the employee.
 - 3. Approval Procedure:
 - Review with Command Staff
 - Review with Board Presidents
 - Send draft to all staff, boards and L3800.
 - Add to board agendas for 2-3 months for input and revisions as needed.
 - Final adoption and addendum to Policy #1021.
- d. Status on Placer County Local Hazardous Mitigation update for 2026.
 - i. Fire Marshal D'Ambrogi requested that *LHMP Update* be added to future agendas.

11. Action Items

- a. **CLOSED SESSION:** Pursuant to California Government Code § 54957.6(a.) LABOR NEGOTIATIONS; Discussion of Side Letter of Agreement with Local 3800. District Negotiators: Directors Burns and Heisterkamp.
 - i. Chairman Heisterkamp adjourned open session at 7:22 p.m.
 - ii. Chairman Heisterkamp re-convened open session at 7:28 p.m.
- b. Consider and approve the Side Letter of Agreement with Sierra Nevada Firefighters, Local 3800 for a term of July 1, 2025 through June 30, 2026.
 - i. Chairman Heisterkamp made a motion to approve the Side Letter. Secretary Burns seconds the motion. Motion carries unanimously via roll call vote (5/0).

12. Director's Reports

- a. None

13. Chairman Heisterkamp adjourned the meeting at 7:30 p.m.

Respectfully Submitted:


Patrice Metz, Recording Secretary

Approved

Newcastle Fire General Fund
Revenue and Expense Report
Fiscal Year 2024/2025

	Jul '24 - Jun 25	Budget	% of Budget
Income			
REVENUE			
Property Taxes			
40010 Current Secured Property	326,781.68	327,743.00	99.7%
40040 Railroad Unitary Property	295.48	295.00	100.2%
40050 Unitary Property	7,706.73	7,706.00	100.0%
40060 Current Unsecured	7,137.33	7,158.00	99.7%
40070 Delinquent Secured	-0.60	0.00	100.0%
40090 Delinquent Unsecured	151.15	0.00	100.0%
40100 Current Supplemental Prop	8,554.59	7,576.00	112.9%
40110 Delinquent Supplemental	15.56	0.00	100.0%
Total Property Taxes	350,641.92	350,478.00	100.0%
40180 Other Taxes			
40180 Other Taxes Measure B	391,078.74	391,079.00	100.0%
40180 Other Taxes Measure F	221,347.48	220,527.00	100.4%
Total 40180 Other Taxes	612,426.22	611,606.00	100.1%
42010 Investment Income	16,209.93	13,500.00	120.1%
44350 State Homeowners Relief	1,699.38	1,655.00	102.7%
46090 Planning, pre-development	728.10	0.00	100.0%
46350 Fire Services			
Fire Recovery	1,612.61	2,500.00	64.5%
Strike Team deployments	47,171.89	47,172.00	100.0%
JOA staffing	30,072.43	30,072.00	100.0%
Total 46350 Fire Services	78,856.93	79,744.00	98.9%
46360 Other Fees and Charges			
Fire Code Compliance Inspection	6,300.00	7,500.00	84.0%
Total 46360 Other Fees and Charges	6,300.00	7,500.00	84.0%
47010 Donations	460.00	0.00	100.0%
48030 Miscellaneous	139,319.24	138,000.00	101.0%
Total REVENUE	1,206,641.72	1,202,483.00	100.3%
Total Income	1,206,641.72	1,202,483.00	100.3%
Expense			
EXPENSES			
55510 Operating Transfer Out	41,605.25	41,605.00	100.0%
52030 Fire Protective clothing	3,391.96	4,000.00	84.8%
52040 Communication Services	319.50	1,500.00	21.3%
52060 Station/Household Expense	2,632.10	4,000.00	65.8%
52080 General Liability Ins	42,169.48	42,170.00	100.0%
52160 Equipment Maintenance	18,488.08	18,500.00	99.9%
52440 SC3460 Engine Rental	0.00	1,500.00	0.0%
52170 Fuels & Lubricants	11,761.29	12,500.00	94.1%
52380 Building maintenance	2,941.45	3,000.00	98.0%
52220 Gases, medical	3,178.78	3,500.00	90.8%

Newcastle Fire General Fund
Revenue and Expense Report
Fiscal Year 2024/2025

	Jul '24 - Jun 25	Budget	% of Budget
52260 Miscellaneous Expense	75,311.21	76,500.00	98.4%
52330 General Office	1,069.03	2,500.00	42.8%
52360 Special Services			
Parcel Tax preparation	1,000.00	1,000.00	100.0%
SC2820 Personnel/policies	4,104.90	4,200.00	97.7%
SC2840 Parcel collection charge	6,116.06	6,116.00	100.0%
SC2860 Prop Tax Admin costs	5,765.51	5,766.00	100.0%
SC2880 Admin Services	184,270.00	184,270.00	100.0%
SC2900 Audit Costs	5,900.00	6,750.00	87.4%
SC3070 LAFCO fees	17,368.80	17,570.00	98.9%
Total 52360 Special Services	224,525.27	225,672.00	99.5%
52370 Professional Services	318.00	8,500.00	3.7%
52390 County Services	6,327.17	7,500.00	84.4%
52460 Small Tools, Accessories	0.00	2,000.00	0.0%
52570 Publications Legal Notice	135.59	150.00	90.4%
52580 Special District Expense	2,745.00	4,900.00	56.0%
52800 Utilities	37,039.40	36,600.00	101.2%
53190 Taxes and Assessments	8.21	0.00	100.0%
Total EXPENSES	473,966.77	496,597.00	95.4%
54450 Fixed Assets Equipment	13,129.72	40,500.00	32.4%
Payroll Expenses			
51010 Salaries & Wages	478,812.35	500,255.00	95.7%
51030 Extra Help	1,028.73	5,250.00	19.6%
51040 Overtime Call Back	112,096.73	100,000.00	112.1%
51220 Payroll Tax	45,447.77	51,190.00	88.8%
51310 Employee Group Insurance	70,700.65	76,850.00	92.0%
51360 Workers Comp Insurance	62,548.00	62,550.00	100.0%
Total Payroll Expenses	770,634.23	796,095.00	96.8%
Total Expense	1,257,730.72	1,333,192.00	94.3%
Net Income	-51,089.00	-130,709.00	39.1%

Newcastle Fire General Fund
Revenue and Expense Report
Fiscal Year 2025/2026

	<u>Jul 1 - Aug 15, 25</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
REVENUE			
Property Taxes			
40010 Current Secured Property	0.00	340,853.00	0.0%
40050 Unitary Property	0.00	8,014.00	0.0%
40060 Current Unsecured	22.26	7,444.00	0.3%
40090 Delinquent Unsecured	3.11	0.00	100.0%
40100 Current Supplemental Prop	127.45	7,879.00	1.6%
40110 Delinquent Supplemental	0.66	0.00	100.0%
Total Property Taxes	<u>153.48</u>	<u>364,190.00</u>	<u>0.0%</u>
40180 Other Taxes			
40180 Other Taxes Measure B	0.00	401,638.00	0.0%
40180 Other Taxes Measure F	0.00	226,481.00	0.0%
Total 40180 Other Taxes	<u>0.00</u>	<u>628,119.00</u>	<u>0.0%</u>
42010 Investment Income	1,381.90	10,000.00	13.8%
44350 State Homeowners Relief	0.00	1,721.00	0.0%
46350 Fire Services			
Fire Recovery	0.00	2,500.00	0.0%
Strike Team deployments	0.00	50,000.00	0.0%
Total 46350 Fire Services	<u>0.00</u>	<u>52,500.00</u>	<u>0.0%</u>
46360 Other Fees and Charges			
Fire Code Compliance Inspection	625.00	7,500.00	8.3%
Total 46360 Other Fees and Charges	<u>625.00</u>	<u>7,500.00</u>	<u>8.3%</u>
48030 Miscellaneous	333.05	200.00	166.5%
49030 Proceeds asset sale	<u>9,000.00</u>	<u>9,000.00</u>	<u>100.0%</u>
Total REVENUE	<u>11,493.43</u>	<u>1,073,230.00</u>	<u>1.1%</u>
46360 Fuel Reimbursement	<u>0.00</u>	<u>15,000.00</u>	<u>0.0%</u>
Total Income	<u>11,493.43</u>	<u>1,088,230.00</u>	<u>1.1%</u>
Expense			
EXPENSES			
55510 Operating Transfer Out	0.00	73,313.00	0.0%
52030 Fire Protective clothing	1,650.24	5,000.00	33.0%
52040 Communication Services	0.00	500.00	0.0%
52060 Station/Household Expense	46.32	3,500.00	1.3%
52080 General Liability Ins	0.00	44,177.00	0.0%
52160 Equipment Maintenance	1,348.00	18,500.00	7.3%
52440 SC3460 Engine Rental	0.00	3,000.00	0.0%
52170 Fuels & Lubricants	963.55	25,000.00	3.9%
52380 Building maintenance	58.52	3,000.00	2.0%
52220 Gases, medical	0.00	3,500.00	0.0%
52260 Miscellaneous Expense	24.99	1,000.00	2.5%

Newcastle Fire General Fund
Revenue and Expense Report
Fiscal Year 2025/2026

	<u>Jul 1 - Aug 15, 25</u>	<u>Budget</u>	<u>% of Budget</u>
52330 General Office	0.00	1,500.00	0.0%
52360 Special Services			
Parcel Tax preparation	0.00	2,000.00	0.0%
SC2820 Personnel/policies	162.50	4,500.00	3.6%
SC2840 Parcel collection charge	0.00	6,281.00	0.0%
SC2860 Prop Tax Admin costs	0.00	5,997.00	0.0%
SC2880 Admin Services	46,067.50	184,270.00	25.0%
SC2900 Audit Costs	0.00	6,750.00	0.0%
SC3070 LAFCO fees	0.00	1,530.00	0.0%
Total 52360 Special Services	46,230.00	211,328.00	21.9%
52370 Professional Services	1,173.00	8,500.00	13.8%
52390 County Services	0.00	6,220.00	0.0%
52460 Small Tools, Accessories	41.83	2,000.00	2.1%
52570 Publications Legal Notice	0.00	150.00	0.0%
52580 Special District Expense	0.00	3,900.00	0.0%
52800 Utilities	3,114.40	38,950.00	8.0%
Total EXPENSES	54,650.85	453,038.00	12.1%
Payroll Expenses			
51010 Salaries & Wages	34,850.77	485,255.00	7.2%
51030 Extra Help	0.00	5,250.00	0.0%
51040 Overtime Call Back	12,059.04	100,000.00	12.1%
51220 Payroll Tax	3,556.66	51,190.00	6.9%
51310 Employee Group Insurance	5,027.59	76,500.00	6.6%
51360 Workers Comp Insurance	11,834.50	49,954.00	23.7%
Total Payroll Expenses	67,328.56	768,149.00	8.8%
Total Expense	121,979.41	1,221,187.00	10.0%
Net Income	-110,485.98	-132,957.00	83.1%

Newcastle Fire General Fund
Check Detail
July 9 through August 15, 2025

Date	Name	Memo	Account	Paid Amount
07/22/2025	Placer Hills Fire District		General Operating funds	
07/22/2025			Admin services	-46,067.50
TOTAL				-46,067.50
08/01/2025	Kaiser		General Operating funds	
08/01/2025			51310 Employee Group Insurance	-2,451.99
TOTAL				-2,451.99
08/01/2025	Occu-Med Inc.		General Operating funds	
08/01/2025		Costa DOT	SC2820 Personnel/policies	-162.50
TOTAL				-162.50
08/01/2025	PCWA		General Operating funds	
08/01/2025			Water	-344.82
TOTAL				-344.82
08/01/2025	PG&E		General Operating funds	
08/01/2025			Electricity/gas	-1,547.02
TOTAL				-1,547.02
08/01/2025	Principal Life		General Operating funds	
08/01/2025			51310 Employee Group Insurance	-152.16
TOTAL				-152.16
08/01/2025	United Healthcare		General Operating funds	
08/01/2025			51310 Employee Group Insurance	-124.40
TOTAL				-124.40

Newcastle Fire Development Fees
Revenue & Expense
July 2024 through June 2025

	Jul '24 - Jun 25	Budget	% of Budget
Income			
Income Mitigation Fees			
42010 Investment Income	918.91	1,000.00	91.9%
46440 Mitigation Fees	71,741.42	50,000.00	143.5%
Total Income Mitigation Fees	72,660.33	51,000.00	142.5%
Total Income	72,660.33	51,000.00	142.5%
Expense			
52260 Miscellaneous	5,241.66	5,500.00	95.3%
Operating Transfer Out	103,302.75	115,006.00	89.8%
Total Expense	108,544.41	120,506.00	90.1%
Net Income	-35,884.08	-69,506.00	51.6%

Newcastle Fire Development Fees**Revenue & Expense**

July 1 through August 15, 2025

	<u>Jul 1 - Aug 15, 25</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
Income Mitigation Fees			
42010 Investment Income	90.74	1,000.00	9.1%
46440 Mitigation Fees	<u>7,977.36</u>	<u>50,000.00</u>	<u>16.0%</u>
Total Income Mitigation Fees	<u>8,068.10</u>	<u>51,000.00</u>	<u>15.8%</u>
Total Income	<u>8,068.10</u>	<u>51,000.00</u>	<u>15.8%</u>
Expense			
Operating Transfer Out	<u>14,421.05</u>	<u>70,700.00</u>	<u>20.4%</u>
Total Expense	<u>14,421.05</u>	<u>70,700.00</u>	<u>20.4%</u>
Net Income	<u><u>-6,352.95</u></u>	<u><u>-19,700.00</u></u>	<u><u>32.2%</u></u>

Newcastle Fire - USDA
Profit & Loss
July 2024 through June 2025

	Jul '24 - Jun 25
Income	
42010 Investment Income	2,686.71
49080 Operating Transfer In	144,908.00
Total Income	147,594.71
Expense	
53070 Bond Premium	62,000.00
53060 Bond Interest	83,605.50
Bond Principal	0.00
Total Expense	145,605.50
Net Income	1,989.21

Newcastle Fire - USDA
Profit & Loss
July 1 through August 15, 2025

	Jul 1 - Aug 15, 25
Income	
42010 Investment Income	244.34
49080 Operating Transfer In	14,421.05
Total Income	14,665.39
Expense	
53060 Bond Interest	41,105.25
Total Expense	41,105.25
Net Income	-26,439.86



PLACER HILLS-NEWCASTLE-PENRYN FIRE PROTECTION DISTRICTS

STAFF REPORT

To:	Board of Directors, Placer Hills, Newcastle, and Penryn Fire Districts
From:	Ian Gow, Fire Chief
By:	Rhiannon Fairchild, Administrative Assistant
Date:	June 12 th , 2025
Subject:	Position Paper: Physical Exams for Employees

1. Discussion:
 - a. The industry standard is a pre-employment physical followed by an annual exam. See NFPA, CICCIS Qualification Guide (California Incident Command Certification System) and the IAFF/IAFC wellness and fitness initiative.
 - b. District Policy #1021 states all employees should have an annual physical.
2. Purpose:
 - a. Primarily as a cancer/cardiac screening for our employees.
 - b. All employees must have a red card in order to respond to wildland incidents. A red card is issued on the sole authority of the Fire Chief. CICCIS notes that in order to receive a red card, an exam plus an evaluation tool to show that physical demands can be met (pack test) must be completed.

Note: The District has historically used the physical exam to be sufficient to determine fitness.
3. Potential Issues:
 - a. Cost (See cost comparison spreadsheet).
 - b. Employee concerns that medical data will become known to the Fire District.
 - c. Employees who do not wish to complete physicals/medical care.
 - d. Staff has received multiple complaints regarding Occu-Med.
 - i. Difficulty getting appointments.
 - ii. Difficulty getting to remote sites.
 - iii. Displeasure with Occu-Med staff/procedures/policies.
4. Options:
 - a. See cost comparison spreadsheet for the three local vendors (Occu-Med, Kaiser, and 1582).
 - b. See services provided and optional costs.
5. Discussion:
 - a. Kaiser is costly considering the product offered, and not covered by our Worker's Comp carrier. Location is the Roseville facility.
 - b. Occu-Med is the cheapest option with known issues.

- c. 1582 cost to Placer Hills is moderate. Cost for Newcastle and Penryn is much less due to insurance-provided subsidy. Their service is mobile and will come to us. The level of care and options seem efficient. We have received very favorable reports from neighboring districts.
- d. The likelihood of being able to collaborate with neighboring departments such as the City of Auburn, Rocklin Fire, South Placer Fire, and Lincoln Fire, is high. This would decrease the on-site fee upon each district.

6. Staff's Recommendation:

- a. Keep Occu-Med for pre-employment exams.
- b. Contract with 1582 for all three agencies. Any costs above the basic exam will be at the employee's expense.

7. Mitigation of Potential Issues:

- a. Cost: 1582 seems to be the best option for the level of service received.
- b. Contract will be written that only allows the District to receive the two attached forms. All medical information is between the employee and the provider.
- c. Employees who decline a physical will be allowed to present a note from their own physicians stating they are fit for duty (employee cost).
 - i. Employees who decline any physician visit will have to pass a pack test given by the Fire District. They will be required to submit a note declining the physical and a waiver for the pack test.
- d. Issues with Occu-Med will not adversely affect our pre-employment exams.

8. Procedure:

- a. Review with Command Staff.
- b. Review with Board Presidents.
- c. Send draft to All Staff, Boards, and Local 3800.
- d. Add to board agendas for 2-3 months for input and revisions as needed.
- e. Once staff, Local 3800 and Directors are supportive, final adoption and addendum to policy #1021.

Respectfully Submitted,

an Gow, Fire Chief

District Physical Cost Comparison			
	Kaiser	Occumed	1582 (Mobile Company)
Placer Hills	602 or 642	418.72	675*
Newcastle	602 or 642	0	212.06*
Penryn	602 or 642	0	212.06*

**Does not account for the on-site visit fee of \$2500. 40 employee minimum requirement per site visit.*

Occu-Med

MECP Name	MECP Line Item Component
Firefighter Series (Pre-Employment)	General Physical Examination, Per Occu-Med Guidelines Authorization for Release of Information from Medical Record Form Dipstick Urinalysis Audiogram with OSHA Approved Sound Booth (500 - 6000Hz) Examinee Consent & Acknowledgment Occu-Med NEW Medical History Questionnaire (5-Page) Pulmonary Function Test with Interpretation (Clinical Reference Laboratory) Complete Blood Count WITH DIFF (WQ17) [CRL][CBC] (Clinical Reference Laboratory) Chem 23 (WQ18) [CRL]
Annual Firefighter Series (Annual Physical)	General Physical Examination, Per Occu-Med Guidelines Authorization for Release of Information from Medical Record Form Dipstick Urinalysis Audiogram with OSHA Approved Sound Booth (500 - 6000Hz) Examinee Consent & Acknowledgment Occu-Med NEW Medical History Questionnaire (5-Page) Pulmonary Function Test with Interpretation (Clinical Reference Laboratory) Chem 23 (WQ18) [CRL] (Clinical Reference Laboratory) Complete Blood Count WITH DIFF (WQ17) [CRL][CBC]
DOT Exam & Certificate	Authorization for Release of Information from Medical Record Form Examinee Consent & Acknowledgment DOT Exam & Certificate

Kaiser Physical Exams

FIREFIGHTER PREPLACEMENT EXAM (FFPP)		
300398	Firefighter Physical Exam	\$127.00
92552	Audiogram, screening	\$54.00
94010	Spirometry	\$60.00
85025	CBC with automated differential	\$20.00
80053	Chem Comprehensive Panel	\$41.00
36415	Venipuncture	\$15.00
71046	Chest X-Rays (2 views, PA & Lateral)	\$75.00
300422	PPD, 2 step, 2 placements and readings -OR-	\$30.00
86480	QuantiFERON	\$145.00
93000	EKG, resting	\$50.00
93015	Cardiac Stress Test with Treadmill	\$230.00
86706	Titer: Hepatitis B Surface Antibody (HBsAb)	\$35.00
86704	Titer: Hepatitis B Core Antibody (HBcAb)	\$31.00
86803	Titer: Hepatitis C Antibody Screen	\$56.00
86708	Titer: Hepatitis A IgG Antibody (HAAb)	\$40.00
As Employer Requested:		
300420	Collection for Drug Screen-Preferred Alliance "Quick Test" -OR-	Billed by Preferred Alliance
300411	Collection for Drug Screen-Preferred Alliance -OR-	Billed by Preferred Alliance
99000	Collection for Drug Screen – Other TPA	\$20.00
As Clinically Indicated:		
90746	Vaccine: Hepatitis B, may need series of 3 injections	\$130.00/injection
90632	Vaccine: Hepatitis A, may need series of 2 injections	\$114.00/injection
90636	Vaccine: Twinrix (Hep B and Hep A combo), series of 3 injections	\$191.00/injection
90707	Vaccine: Measles Mumps Rubella (MMR), may need series of 2 injections	\$103.00/injection
90716	Vaccine: Varivax (Varicella or Chickenpox), may need series of 2 injections	\$152.00/injection
90715	Vaccine: Tdap	\$63.00
90658	Vaccine: Influenza (when seasonally available)	\$20.00
86735	Titer: Mumps Antibody Screen	\$35.00
86762	Titer: Rubella Antibody Screen (German Measles)	\$35.00
86765	Titer: Rubeola Antibody Screen (Measles)	\$35.00
86787	Titer: Varicella (Varicella or Chickenpox) Antibody Screen	\$35.00
81001	Urinalysis with microscopy	\$16.00

86580	PPD, 1 step, placement and reading	\$20.00
71045	Chest X-Ray, 1 view	\$55.00
75571	Cardiac calcium scoring CT scan	\$265.00
300408	Physician Consultation, each 15 minutes	\$64.00/15 mins
FIREFIGHTER ANNUAL/PERIODIC EXAM (FFANN)		
300398	Firefighter Physical Exam	\$127.00
92552	Audiogram, screening	\$54.00
94010	Spirometry	\$60.00
80053	Chem Comprehensive Panel	\$41.00
85025	CBC with automated differential	\$20.00
36415	Venipuncture	\$15.00
86580	PPD, 1 step, placement and reading -OR-	\$20.00
86480	QuantiFERON	\$145.00
93000	EKG, resting	\$50.00
93015	Cardiac Stress Test with Treadmill	\$230.00
As Employer Requested:		
300420	Collection for Drug Screen-Preferred Alliance "Quick Test" -OR-	Billed by Preferred Alliance
300411	Collection for Drug Screen-Preferred Alliance -OR-	Billed by Preferred Alliance
99000	Collection for Drug Screen – Other TPA	\$20.00
As Clinically Indicated:		
71045	Chest X-Ray, 1 view	\$55.00
71046	Chest X-Ray, 2 views	\$75.00
81001	Urinalysis with microscopy	\$16.00
86706	Titer: Hepatitis B Surface Antibody (HBsAb)	\$35.00
86708	Titer: Hepatitis A IgG Antibody (HAAb)	\$40.00
86735	Titer: Mumps Antibody Screen	\$35.00
86762	Titer: Rubella Antibody Screen (German Measles)	\$35.00
86765	Titer: Rubeola Antibody Screen (Measles)	\$35.00
86787	Titer: Varicella (Varicella or Chickenpox) Antibody Screen	\$35.00
90746	Vaccine: Hepatitis B, may need series of 3 injections	\$130.00/injection
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90636	Vaccine: Twinrix (Hep B and Hep A combo), series of 3 injections	\$191.00/injection
90707	Vaccine: Measles Mumps Rubella (MMR), may need series of 2 injections	\$103.00/injection
90716	Vaccine: Varivax (Varicella or Chickenpox), may need series of 2 injections	\$152.00/injection
90715	Vaccine: Tdap	\$63.00

90658	Vaccine: Influenza (when seasonally available)	\$20.00
75571	Cardiac calcium scoring CT scan	\$265.00
300408	Physician Consultation, each 15 minutes	\$64.00/15 mins

RESPIRATOR BASELINE/PERIODIC (RESP)		
300415	Review of OSHA Respirator Questionnaire by MD/NP/RN	\$35.00
As Employer Requested:		
94010	Spirometry	\$60.00
300391	Respirator Clearance Physical Exam	\$64.00
300410	Respirator Fit Test, qualitative	\$41.00
As Clinically Indicated:		
300391	Respirator Clearance Physical Exam	\$64.00
94010	Spirometry	\$60.00
71046	Chest X-Ray (2 views)	\$75.00
93000	EKG, resting	\$50.00
93015	Cardiac Stress Test with Treadmill	\$230.00
300408	Physician Consultation, each 15 minutes	\$64.00/15 mins

DMV/DOT EXAM (DMV/DOT)		
300390	DMV/DOT Physical Exam	\$115.00
As Clinically Indicated:		
92552	Audiogram, screening	\$54.00

VACCINATION ONLY (VAX)		
300406	History/Review of Tests/Brief Screen - No Physical Exam	\$42.00
As Clinically Indicated:		
90746	Vaccine: Hepatitis B, may need series of 3 injections	\$130.00/injection
90632	Vaccine: Hepatitis A, may need series of 2 injections	\$114.00/injection
90636	Vaccine: Twinrix (Hep B and Hep A combo), series of 3 injections	\$191.00/injection
90707	Vaccine: Measles Mumps Rubella (MMR), may need series of 2 injections	\$103.00/injection
90716	Vaccine: Varivax (Varicella or Chickenpox), may need series of 2 injections	\$152.00/injection
90715	Vaccine: Tdap	\$63.00
90658	Vaccine: Influenza (when seasonally available)	\$20.00

LABORATORY ONLY (LAB)		
300406	History/Review of Tests/Brief Screen - No Physical Exam	\$42.00
36415	Venipuncture	\$15.00
As Clinically Indicated:		
86706	Titer: Hepatitis B Surface Antibody (HBsAb)	\$35.00
86708	Titer: Hepatitis A IgG Antibody (HAAb)	\$40.00
86735	Titer: Mumps Antibody Screen	\$35.00
86762	Titer: Rubella Antibody Screen (German Measles)	\$35.00
86765	Titer: Rubeola Antibody Screen (Measles)	\$35.00
86787	Titer: Varicella (Varicella or Chickenpox) Antibody Screen	\$35.00

TB CLEARANCE PPD – INTRADERMAL SKIN TEST (PPD/TB CLEARANCE)		
86580	PPD, 1 step, 1 placement and reading	\$20.00
As Clinically Indicated:		
300422	PPD, 2 step, 2 placements and readings	\$30.00
71045	Chest X-Ray, 1 view	\$55.00
71046	Chest X-Ray, 2 views	\$75.00
99211	Brief encounter with non-MD Provider (PPD-Review of Symptoms Form)	\$25.00
TB CLEARANCE QUANTIFERON (PPD/TB CLEARANCE)		
86480	QuantiFERON	\$145.00
36415	Venipuncture	\$15.00
As Clinically Indicated:		
71045	Chest X-Ray, 1 view	\$55.00
71046	Chest X-Ray, 2 views	\$75.00
99211	Brief encounter with non-MD Provider (PPD-Review of Symptoms Form)	\$25.00

FRMS Subsidized 1582 Compliant Exam – 2025

This “all-inclusive” NFPA 1582 Compliant Exam has been approved and supported by FRMS. We are contracted to provide these services to members of FRMS. Our exams are conducted onsite on your Fire District.

As required in NFPA 1582, we use only licensed physicians for your evaluations. Many our competitor(s) use mid-level providers, such as nurse practitioners or physician assistants to conduct your member evaluations which does not achieve the NFPA standard.

1582 FASIS Panel

Laboratory Blood / Urine Testing:	1582 FASIS Panel
Complete Blood Count w/ Differential	Included
Comprehensive Metabolic Panel	Included
Fasting Lipid Panel (LDL, HDL, Trig, Cholesterol)	Included
Urinalysis (with Micro if indicated)	Included
Diabetes Screening - Fasting Blood Glucose / Hemoglobin A1C	Included
Thyroid Panel with TSH	Included
Hemoccult Test (at age 40+)	Included
CA-125 (female fighters only)	Included
Prostate Specific Antigen Screening (male firefighters only)	Included
Vitamin D	Included
High-Sensitivity C-Reactive Protein (hs-CRP)	Included
Occupational Health Testing	
Audiogram (OSHA Rated Hearing Booth)	Included
Biometric Screening (BMI or Calipers Skinfold)	Included
Spirometry (Pulmonary Function Test)	Included
Vital Signs	Included
Vision Screening	Included
Blood Pressure Monitoring	Included
Resting EKG	Included
Cardiopulmonary / Fitness Evaluation (Chapter 8)	
Stress EKG, WFI Protocol <i>(Chapter 8.2.2.1 - An evaluation of aerobic capacity shall be performed after appropriate medical evaluation)</i>	Included
Physician Exam - (NFPA 1582 Compliant)	
Physical Examination (as outlined in Chapter 7.6)	Included
Medical History Review	Included
Skin Cancer Assessment	Included
Health Promotion Counseling	Included
Sleep Disturbance Apnea Questionnaire	Included
Cardiac Risk Stratification	Included
OSHA Resp. Questionnaire / Clearance Letter	Included
Firefighter Medical Clearance – 1582 Tiers	Included

Total Cost per Fire Member **\$675.00**
FRMS Subsidized Amount to 1582 **- \$462.94**

Final Cost to the Fire District per Member **\$212.06**

Minimum of 40 appointments at this rate, volumes less than 40 requires possible negotiation

ONSITE FEE of \$2,500.00 is required due to Increased Cost in California for Travel Expenses

Optional Additional Services**Price**

Ultrasound Screening Panel*	\$ 200.00
Thyroid, Carotid and Aortic Aneurysm Ultrasounds*	
Pancreas, Liver, Gallbladder, Spleen and Kidney Ultrasounds*	
Optional: External Pelvic Ultrasound (Females)*, Prostate Ultrasound (Males)*, Testicular Ultrasound (Males)*	
<i>Must have Sonographer Scheduled and Minimum Volumes are required</i>	
<i>* denotes this is a non-diagnostic screening only</i>	

Chapter 8 - Muscular Strength, Endurance & Flexibility**\$ 50.00**

Lab Testing	
Grail (One Test) Cancer Screening	\$ 699.00
Hepatitis A Titer	\$ 30.00
Hepatitis B Titer	\$ 30.00
Measles, Mumps, Rubella (MMR) Titer	\$ 80.00
Meningococcal Titer	\$ 30.00
Polio Titer	\$ 50.00
Tetanus Diphtheria Titer	\$ 45.00
Varicella Titer	\$ 45.00
Testosterone Blood Test	\$ 35.00
C Reactive Protein (Cardiac)	\$ 45.00
NMR Lipoprotein	\$ 75.00
Heavy Metal (24 Hour Urine Occupational Exposure – Hazmat Testing)	\$ 125.00
Cholinesterase (Hazmat)	\$ 76.00
Infectious Disease Screening	
Hepatitis A Virus Screening Test	\$ 35.00
Hepatitis B Virus Screening Test	\$ 35.00
Hepatitis C Virus Screening Test	\$ 35.00
Hepatitis Profile Screening (Immunization and Infection Hep A,B,C)	\$ 80.00
HIV Screening	\$ 40.00
PPD TB Skin Test	\$ 40.00
QuantiFERON Gold TB Blood Test	\$ 75.00
Additional Services	
MET Test Cardiopulmonary Stress Test (with Cardiology Overread)	\$ 200.00
CDL Paperwork (if bundled with 1582 Physical)	\$ 50.00
DOT CDL Examination and Paperwork (Standalone)	\$ 100.00

NFPA 1582 Medical Standard Evaluation

15  82

FIRE DEPARTMENT:

FIRE CONTACT:

FIREFIGHTER: _____

The following Firefighter completed the Annual 1582 Medical Evaluation and has been deemed as:

☐

Tier 1

Meets NFPA 1582 Medical Standards. Firefighter is at or above the recommended NFPA 1582 fitness level and is encouraged maintain their current fitness level.

☐

Tier 2

Meets NFPA 1582 Medical Standards. Firefighter is encouraged to improve current fitness level to comply with NFPA 1582 fitness standards.

☐

Tier 3

Meets NFPA 1582 Medical Standards. Participation in a prescribed fitness program is required to comply with NFPA 1582 fitness standards.

☐

Tier 4

May require removal from firefighting duty due to fitness level

☐

Tier 5

May require removal from firefighting duty due to medical condition

Doctor Signature

Date:

Doctor Name (Printed)

Disclaimer:

Per NFPA 1582, it is up to each department to decide who is or is not qualified. That is not a decision that we are making, as the Medical Provider. Our objective is to identify if members are or are not meeting the NFPA 1582 standard. In closure, the Fire department is required to decide whether any particular standard in NFPA 1582 applies to their department, as well as that particular individual's essential job duties and position.

Respirator Use Clearance

Last Name

First Name

M.I.

Date of Birth

Department

Employee is eligible to use the following respirator types:

___ Disposable Filter Mask, non-cartridge type

___ Not Powered Air-Purifying Half-Face, cartridge type

___ Not Powered Air-Purifying Full-Face, cartridge type

___ Powered Air-Purifying Full-Face

___ Continuous Flow Air-Line

___ Pressure Demand Air-Line

___ Open circuit SCBA

___ Closed circuit SCBA

The above employee has been advised of the findings of this exam and recommendation for further care if necessary.

Provider's Signature

Date

Provider's Printed Name

NEWCASTLE, PENRYN, and PLACER HILLS FIRE PROTECTION DISTRICT STANDARD OPERATING GUIDELINES

TITLE	NEWCASTLE FUEL VAULT	EFFECTIVE 8-15-2025
NUMBER		

PURPOSE

To provide guidance and direction on the proper fuel vault usage and documentation, for the Newcastle Fuel Vault.

DISCUSSION

1. Newcastle Fire Protection District is giving permission to Placer Hills and Penryn Fire Protection Districts to use their fuel vault.
2. Placer Hills and Penryn Fire Protection Districts will be billed monthly to reimburse Newcastle for the cost of using gasoline and diesel stored in their fuel vault.
3. Using the fuel vault will result in the fire districts experiencing a reduction in fuel costs

PROCEDURE

1. Arrive at Newcastle Station 41
2. Determine your fuel type needs (gasoline or diesel)
3. Unlock the appropriate pump (gasoline or diesel)
4. Take note of the meter reading prior to adding fuel to the apparatus
5. Take note of the meter reading after adding fuel to the apparatus
6. Replace pump and lock it up
7. Log into CheckIt
8. Select Apparatus → Select appropriate apparatus (Example: P24-9464)
9. Click on Fuel Log → Click on Log Fuel button
10. Enter Fuel data
 - a. Date: Select date that apparatus is fueled
 - b. Mileage: Enter current mileage
 - c. Fill-up: Make note of fuel vault meter readings before and after fueling. Enter the difference/total gallons.
 - d. Price per gallon: Not required
 - e. Total paid: Not required
 - f. Fuel Type: Select gasoline or diesel
 - g. Location: Enter NEW Fuel Vault (Please pay careful attention to the spelling and punctuation, this is how billing data will be pulled)
11. Click Done
12. Fuel usage will be reconciled monthly, using vendor provided bills

NEWCASTLE, PENRYN, and PLACER HILLS FIRE PROTECTION DISTRICT STANDARD OPERATING GUIDELINES

13. Bills will be sent out monthly to the participating fire districts, to reimburse for their fuel usage

SAFETY AND SECURITY CONSIDERATIONS

1. All fuel vault access sites will be locked at all times
2. Gasoline and diesel will have different locks
3. Vendor providing fuel will be provided one key, to allow for filling the tanks
4. Every district apparatus will be provided one key; either for gasoline or diesel (depending on apparatus needs)

A CONCURRENT RESOLUTION OF THE BOARDS OF DIRECTORS OF THE PLACER HILLS FIRE PROTECTION DISTRICT AND THE NEWCASTLE FIRE PROTECTION DISTRICT CONSTITUTING THE DISTRICTS' RESOLUTION OF APPLICATION TO THE PLACER COUNTY LOCAL AGENCY FORMATION COMMISSION OF FOR CONSOLIDATION OF THE NEWCASTLE FIRE PROTECTION DISTRICT INTO THE PLACER HILLS FIRE PROTECTION DISTRICT

WHEREAS, the Boards of Directors of Placer Hills Fire Protection District ("PHFPD") and the Newcastle Fire Protection District ("NFPD"), both fire districts organized and operating pursuant to the California Fire Protection District Law of 1987, California Health and Safety Code section 13800 et seq., and located in Placer County, California (collectively "the Parties"), desire to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, California Government Code section 56000 et seq. ("Cortese-Knox-Hertzberg Act"), with the Local Agency Formation Commission of the County of Placer ("Placer LAFCO") for the reorganization of the Parties as specified herein; and

WHEREAS, on October 11, 2022, PHFPD and NFPD submitted their initial Application for Reorganization to initiate proceedings with Placer LAFCO for reorganization consisting of the dissolution of NFPD and annexation of the dissolved District into the PHFPD ("the Proposed Reorganization") resulting in a reorganized fire protection district which shall continue to be called the Placer Hills Fire Protection District ("the Reorganized District"); and

WHEREAS, after Placer LAFCO deemed the Parties initial Application for Reorganization to be incomplete, Placer LAFCO approved a Municipal Service Reviews for the Parties in April 2025, and Placer LAFCO further approved an initial Spheres of Influence for the Parties in August 2025; and

WHEREAS, in light Placer LAFCO's action regarding the Parties Municipal Service Review and Spheres of Influence, this Concurrent Resolution is executed in support of an amended Application for the Proposed Reorganization to be submitted to Placer LAFCO to move forward for approval of the Reorganized District; and

WHEREAS, California Government Code section 56853 provides in part that, in the case of a concurrent resolution for reorganization, Placer LAFCO shall approve or conditionally approve the Proposed Reorganization; and

WHEREAS, the boundaries of the territory included in the Reorganized District will be the combined territories of PHFPD and NFPD, as described in Exhibit “A”, attached hereto and incorporated herein by this reference; and

WHEREAS, the Proposed Reorganization shall be subject to Placer LAFCO’s approval of the amendment of the Districts’ Spheres of Influence to match the boundaries of the territory included in the Reorganized District; and

WHEREAS, the territory included in the Reorganized District is inhabited, as defined in the Cortese-Knox- Hertzberg Act; and

WHEREAS, the Parties desire that the Proposed Reorganization be subject to the following terms and conditions as set forth herein:

- a. The name of the Reorganized District shall continue to be the “Placer Hills Fire Protection District”.
- b. The Reorganized District is intended to achieve greater economy and efficiency in providing fire protection and emergency services. The Parties have determined that the Proposed Reorganization is in the best interest of the Parties in order to protect better services to the residents of and visitors to the Reorganized District.
- c. Pursuant to the provisions of California Health and Safety Code section 13842 and California Government Code section 56866(n), the Board of Directors of the Reorganized District shall be governed by a five (5) member Board of Directors as follows:
 1. The initial Board of Directors of the Reorganized District shall be composed of three (3) of the existing five (5) directors of the PHFPD, two (2) of the existing five (5) directors of the NFPD. The initial Board of directors shall meet as soon as practicable after the effective date of the Proposed Reorganization and shall classify themselves by lot into two classes: one class consisting of two (2) directors one each from PHFPD, and NFPD, and one class consisting of three (3) directors, two (2) from PHFPD, and one (1) from the NFPD. The term of office of the class having the smaller number shall be through December 2026 and the term of the office of the class having the greater number shall be through December 2028.
 2. Commencing with the election of Directors in November 2024, the Reorganized District shall transition to election by divisions pursuant to California Health and Safety Code Section 13846 et. Seq. two (2) director positions shall be subject to election in November 2026, with one elected at large from the current boundaries of the Placer Hills Fire Protection District, one from the current boundaries of the

Newcastle Fire Protection District. The three (3) director positions shall be subject to election in November 2028 with two elected at large from the current boundaries of the Placer Hills Fire Protection District, one elected at large from the current boundaries of the Newcastle Fire Protection.

3. The above provision for the election of the first Board of Directors of the Reorganized District is intended to apply to the first two election cycles of the newly constituted Board of Directors. Following these first two election cycles, the Reorganized District will conduct districtwide elections as provided by law. Except for the initial Board of Directors, the term of office of directors shall be four (4) years, and directors shall be elected or appointed as provided by law.
- d. All assets, unrestricted, restricted or fiduciary, held by the Parties shall be transferred to and become assets of the Reorganized District. The Reorganized District shall be the successor agency to NFPD.
- e. The special tax for the Reorganized District shall be levied as follows: the current territory of PHFPD shall have all PHFPD special taxes shall levied as currently, and, additionally, pursuant to Government Code section 56886(b), the PHFD Measure A special tax shall be levied on the former territory of NFPD, and NFPD Measure F and Measure B special taxes shall continue to be levied on the former territory of NFPD. The Parties shall enter into a property tax allocation agreement to transfer the NFPD property tax allocation and special taxes to PHFPD.
- f. The Parties request a determination by Placer LAFCO that the initial appropriation limit for the Reorganized District shall be the total of the combined existing appropriation limits of PHFPD and NFPD.
- g. All liabilities of NFPD shall be transferred to and become liabilities of the Reorganized District.
- h. The effective date of the Proposed Reorganization shall be the date of recordation of the certificate of completion of reorganization as provided by Government Code section 57200 et seq.
- i. Distribution of Services: The Board of Directors of the Reorganized District will authorize an annual work plan for services throughout the Reorganized District.

WHEREAS, the Parties hereby consent to the Proposed Reorganization without election by the registered voters within the respective Districts; and

WHEREAS, the Parties' find that the Proposed Reorganization appears to be categorically exempt on the California Environmental Quality Act ("CEQA") by virtue of section 15320 of the State CEQA Guidelines ("Class 20 Exemption") because the Proposed Reorganization is a reorganization of a local government agencies where the changes do not change the geographical area in which previously existing powers are exercised.

NOW, THEREFORE, the Boards of Directors of Placer Hills Fire Protection District and the Newcastle Fire Protection District hereby find, determine, declare, resolve and order as follows:

1. The foregoing recitals are true and correct and are adopted as herein for above-set forth.
2. Placer LAFCO is requested to undertake proceedings for the Proposed Reorganization according to the terms and conditions stated above and, in the manner, provided in the Cortese-Knox- Hertzberg Act.
3. The President and the Chair of the Board of Directors of each District is authorized and directed to execute this Concurrent Resolution and any other documents as Placer LAFCO may reasonably request to accomplish the Proposed Reorganization initiated by this Concurrent Resolution.
4. The Fire Chief of the Placer Hills Fire Protection District, and/or his designee, shall be, and is hereby, authorized and directed to perform any and all acts required to complete the Proposed Reorganization initiated by this Concurrent Resolution, including, but not limited to, preparation and coordination of the application to Placer LAFCO, and preparation and filing of Notice of Exemption with the County Clerk in accordance with the provisions of CEQA and the State CEQA guidelines.

This Concurrent Resolution is effective from the latest date of execution shown below.

PLACER HILLS FIRE PROTECTION DISTRICT:

Passed, approved and adopted at a regular meeting of the Board of Directors of the Placer Hills Fire Protection District by the following votes. Passed and adopted this _____, 2025.

President, Board of Directors

Ayes: _____

Noes: _____

Absent: _____

CERTIFICATION:

Secretary of the Board of Directors

NEWCASTLE FIRE PROTECTION DISTRICT:

Passed, approved and adopted at a regular meeting of the Board of Directors of the Newcastle Fire Protection District by the following votes. Passed and adopted this _____, 2025.

Chair, Board of Directors

Ayes: _____

Noes: _____

Absent: _____

CERTIFICATION:

Secretary of the Board of Directors



Electronic Transmission

July 15, 2025

COMMISSIONERS

Joshua Alpine
Chair
(Special District)

Whitney Eklund
Vice Chair
(City)

Judy Friedman
(Special District)

Cindy Gustafson
(County)

Shanti Landon
(County)

Sean Lomen
(City)

Susan Rohan
(Public)

**ALTERNATE
COMMISSIONERS**

David Bass
(City)

Anthony DeMattei
(County)

Cherri Spriggs
(Public)

Stephanie
Youngblood
(City)

Vacant
(Special District)

COUNSEL

Michael Walker
General Counsel

STAFF

Michelle McIntyre
Executive Officer

Amanda Ross
Acting Assistant
Executive Officer

Amy Engle
Commission Clerk

Subject: Selection of a LAFCO Special District Representative
To: Placer County Special District Presiding Officers
c/o Clerk of the District
From: Amy Engle, LAFCO Commission Clerk

On June 10, 2025, LAFCO initiated the nomination process for the selection of an Alternate Special District Representative, requesting that Special District Presiding Officers submit nominations for a qualified special district board member to fill this open seat. LAFCO received five nominations.

All five candidates are listed on the attached ballot. Each candidate submitted a statement of qualifications which is included in your packet.

- **Voting Instructions:** Please complete the attached ballot, clearly indicating your selection.
- **Authorized Signatures:** To be valid, ballots must be signed by the presiding officer of your special district or by another board member specifically designated by your board to cast the vote.
- **Quorum Requirement:** A quorum of Placer County Special Districts must submit ballots for the election to be considered valid.
- **Election Outcome:** The candidate who receives the highest number of votes will be appointed as the Special District Representative.
- **Supporting Materials:** This email includes the ballot and the statements of qualifications submitted by each candidate for your review.
- **Submission Deadline:** Please return your completed ballot via email to lafoo@placer.ca.gov no later than **Thursday, August 28, 2025, at 4:00 PM.**



Ballot: Selection of Special District Alternate Representation on LAFCO

Please choose one candidate:

- ☐ **Pete Gallegos**, South Placer Fire Protection District
- ☐ **Richard Hercules**, Foresthill Fire Protection District
- ☐ **Jim Holmes**, Placer Resource Conservation District
- ☐ **Jenny Knisley**, Newcastle, Rocklin, Gold Hill Cemetery District
- ☐ **Scott Wilson**, Tahoe-Truckee Sanitation Agency

Name of Special District: _____

Name of Presiding Officer: _____

Signature of Presiding Officer: _____

Date: _____

Must be received by LAFCO via email at LAFCO@placer.ca.gov no later than August 28 2025 by 4pm

Statement of Qualification for LAFCO Nomination

Pete Gallegos Board of Director for South Placer Fire District

To Whom it may concern.

I am interested in the position on the LAFCO Board and feel that I am qualified for the position because of my vast experience in the fire service and being a lifelong resident of Placer County. I started my fire service career as a seasonal firefighter in 1987 for CAL FIRE. I rose through the ranks and retired as the Staff Chief/Administrator of the Command-and-Control Program statewide. I lead the planning, organization, direction, and control of CAL FIRE's statewide Command and Control programs. These programs encompass Command and Control, Operations Support (OAS), and Hired Equipment (HE). In this capacity, I was entrusted with CAL Fire policy development, budgeting, and serving as a subject matter expert for internal and external issues pertaining to these programs. I was responsible for the 23.5-million-dollar budget.

I was the Agency Administrator in the State Operations Center (SOC) during emergencies and natural disasters. This included wildland fires, mud slides, earthquakes, floods and other emergencies.

Yet another example includes my tenure as Battalion Chief (BC) overseeing two local government Schedule A Contracts, (City of Morgan Hill Fire Department and the South Santa Clara Fire Protection District), I held significant operational responsibility and managing budget administration totaling over \$10 million. Notably, I spearheaded and provided fiscal oversight for the creation of the first two-year budget for the City of Morgan Hill, demonstrating my proficiency in strategic financial planning. Furthermore, I provided clear and concise budget reports to both the fire district board and the city council, utilizing various statistical data for the annual financial report adopted by the city, fire district, and County of Santa Clara. Additionally, I played a pivotal role in designing and purchasing multiple apparatus for the city, ensuring alignment with operational needs and financial constraints. My responsibilities also extended to crafting staff reports that analyzed financial situations accurately and recommended effective courses of action. Through these efforts, I upheld fiscal responsibility while facilitating the efficient utilization of resources to support the operational objectives of both contracts. I was responsible for the staffing levels to meet operational needs.

I was raised and currently live in Granite Bay with my wife where we raised our three children. My wife and I have always been actively engaged in the community volunteering as board members in youth sports as well as coaching youth sports. We volunteer at church in the annual Christmas program feeding the hungry and I am currently on the Board of Directors for the South Placer Fire District.

Thank you for your time,

Pete Gallegos

Statement of Qualifications for Election to Placer LAFCO

Richard Hercules, President, Foresthill Fire Protection District

The Opportunity for Placer County

It is certain that the special districts within Placer County will have new challenges in their opportunities and manner in which they provide unique services to the public. These serviced communities need to be bound together to develop organizational solutions for the County. These may be that is different than what exists, but again, to the benefit of the public. New state laws will also affect those districts, governments, and their purposes.

Placer County has been affected by the increased rate of development in most all areas. Special districts will be affected, but are largely managed by elected volunteers and staff that focus on the operations of that district. It is apparent that there are separations between the larger urban districts and the more remote districts, but some effort is expected to better align these groups for the issues of the County. LAFCO, with staff and support from Placer County officials, the special district volunteers and local city officials, can evaluate impacts of growth and development on these districts and urban communities and effect change. Appropriately, citizens of Placer County have expectations of services at many levels, particularly those funded by property taxes and assessment measures.

My Background

Much of my career in private industry was the development, operation of new businesses and organizations to deliver a service or product to a wide range of users. In almost all cases, my skills in these efforts required knowledge in long term planning, policy development, defined organizational structure, and legislative and financial management. Accordingly, conflict resolution and the need to manage negotiations for those opportunities is part of that environment. Further, my experience in mergers and acquisitions has broadened my perspectives in finding solutions beneficial to those parties involved, however disparate.

I have many strengths to work and balance improvements of these services through separation, consolidations or restructuring. While these activities are within the purview of LAFCO, I would apply the reality of the needs of the County and its citizens. In the last 5 years of my work with the Foresthill Fire Protection District board, I can offer that the district is better managed in this period than some of its previous history, and with better engagement and appreciation by the community it serves. This is the type of energy and commitment I would apply to this appointment. I look forward to discuss and understand the particular issues your district is experiencing. I can be reached through the Fire District web site or by telephone.

STATEMENT OF QUALIFICATIONS

For

JIM HOLMES

(530) 305-7070 * USSHolmes@gmail.com

Jim Holmes brings a wealth of experience and a continuous commitment to public service, with a legacy rooted in the heart of Placer County. A descendant of two Pioneer Placer County families, Jim has spent over three decades serving the community, including 18 years as a Director of the Placer Consolidated Fire Protection District. He also contributed eight years of leadership as President and Trustee of the Auburn Union Elementary School District Board. Notably, Jim served for 20 years as a member of the Placer County Board of Supervisors for District 3, during which time he was also an active participant on the Placer LAFCO Board.

Throughout his career, Jim has demonstrated his dedication to the agricultural community, having been an influential voice in rural and county matters. As a board member of the Rural County Representatives of California, he helped advocate for policies that benefit these areas. He also founded the Placer County Youth Commission, which offers local youth the opportunity to engage with and learn about government processes.

Further extending his service to Placer County, Jim has held positions on the Placer County Air Pollution Control Board and the First 5 Children and Families Commission, focusing on issues ranging from environmental health to early childhood development. He currently serves as a board member for the Placer County Resource Conservation District, continuing his efforts in environmental stewardship. Additionally, Jim played a pivotal role in collaborating with local fire protection districts—Loomis, Penryn, and Newcastle—to successfully secure the revenue needed for sustaining vital fire services across the county.

Jim is asking for your support to continue his strong commitment to Placer County and Special Districts. If you have any questions, please feel free to contact Jim directly. Thank you for your consideration.

Statement of Qualifications Placer County LAFCO

Jenny Knisley
4135 Hunters Drive
Loomis, CA 95650
Phone: 916-719-1132 - Email: Jenny4Loomis@gmail.com

June 24, 2025

Re: Special District Alternate Representative Placer County LAFCO

Dear LAFCO Commissioners:

I am submitting my Statement of Qualifications for the position of Special District Alternate Representative, Placer County LAFCO. My 2 1/2 years as the Alternate City LAFCO commissioner for the Town of Loomis, combined with consistent meeting attendance and participation in CALAFCO Conferences and training, have equipped me to contribute effectively to this board.

As the current Special District Representative for the Newcastle, Rocklin, and Gold Hill Cemetery Board and through my involvement on oversight committees, such as the South Placer Fire Oversight Committee, I bring a wealth of experience in board governance. My background as a former Mayor and Council member for the Town of Loomis, as well as Executive Director of the Loomis Basin Chamber of Commerce, where I collaborated with numerous special districts, positions me as a strong advocate for all our Special Districts.

Since 2022, I have attended nearly all Placer LAFCO meetings, familiarizing myself with LAFCO's strategic plans, work schedule, and budget. My career, balancing entrepreneurship, civic leadership in the Town of Loomis, and 29 years of participation with the Soroptimist International community service organization, demonstrates my commitment to the public. My priorities are centered on the welfare of the Placer County region, its residents, and local businesses.

My past education, certificates, and accomplishments include:

- * 2019: Organized and helped develop a successful Loomis Leadership Development Program
- * 2019: Introduction to Economic Development Certificate (CALED)
- * 2015-2019: Provided leadership, encouraged volunteer efforts, negotiated contracts, and supported the rebuilding of the Loomis Library and Learning Center
- * 2016: Institute for Organized Management, a professional Development Program Certificate
- * 2016: Leadership Rocklin Graduate
- * 2015: Western Association of Chamber Executive Academy Graduate

I am eager to bring my skills and experience to the Placer LAFCO board. With a strong work ethic, attention to detail, and a commitment to the well-being of Placer County, I will represent all special districts to the best of my ability. Thank you for considering my application.

Sincerely,
Jenny Knisley

Scott Wilson
Director, Tahoe-Truckee Sanitation Agency
♦ (530) 412-1559 ♦ Caledoniacircle1957@gmail.com
Jurisdiction Represented: Eastern Placer County
Tahoe-Truckee Sanitation Agency / North Tahoe Public Utility District

Statement of Qualifications: Placer County LAFCO Alternate Seat

I am honored to submit my qualifications for consideration as an alternate member of the Placer County Local Agency Formation Commission (LAFCO).

Currently in my third year on the Board of Directors for the Tahoe-Truckee Sanitation Agency (T-TSA), I represent the North Tahoe Public Utility District (NTPUD), representing residents from the Nevada state line in Crystal Bay to Dollar Hill in Eastern Placer County. T-TSA serves, and is governed by five member districts across three counties of the North Lake Tahoe basin, which are: Tahoe City Public Utility District (TCPUD), North Tahoe Public Utility District (NTPUD), Olympic Valley Public Service District (OVPSD), Truckee Sanitary District (TSD), and Alpine Springs County Water District (ASCWD).

I bring to this role a deep commitment to public service, a collaborative leadership style, and experience working with local agencies and community-based organizations.

My leadership contributions include:

- Service on the T-TSA Finance Committee since 2022, where I've helped guide complex decisions such as necessary increases in service charges and connection fees, to addressing an aging infrastructure.
- Holding the position of Vice President of the Board (2023-2025) and recently honored to be elected as President.
- While facilitating T-TSA's membership, I was instrumental in joining the Climate Transformation Alliance (CTA), a cross-sector partnership focused on addressing climate change in the Tahoe-Truckee region.

Our board recently completed a comprehensive Land Use Study, identifying surplus land. This enables us to collaborate with other local agencies to assess and support their land needs.

Prior to my service with T-TSA, I enjoyed a nearly 40-year career in the distribution industry, holding leadership roles across public corporations, private equity firms, and privately owned enterprises. I bring expertise in strategic planning, finance, budgeting, collaborative leadership, team building, customer and supplier relations, and public outreach to every organization I serve.

With deep roots in the region, a strong business foundation, and demonstrated experience in Special District governance, I would be privileged to contribute to Placer County LAFCO as an alternate member.

Sincerely,
Scott Wilson

COUNTY OF PLACER
Temporary Borrowing of Treasury Funds for Dry Period Financing
Application

(Pursuant to Resolution #96-22, Adopted Feb. 6, 1996)

Instructions:

1. Complete the following Sections in the spaces provided.
2. Sign the Declarations Section.
3. Attach copy of applicable FY proposed budget for Estimated Revenues.
4. Submit Application to the County Treasurer at least 30 days in advance of the need for funds.

APPLICANT INFORMATION

Department/District Name	<u>Newcastle Fire Protection District</u>
Fund/SubFund Numbers & Name	<u>CO520 CC87000, FD32811 Newcastle Fire Protection District</u>
Contact Name	<u>Michelle Armstrong</u>
Contact Title	<u>District Manager</u>
Phone Number	<u>530-878-0405</u>
Email	<u>marmstrong@placerhillfire.org</u>
Mailing Address	<u>PO Box 350 Meadow Vista, Ca 95722</u>

BORROWING INFORMATION

Dry period financing is not available prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year.

Fiscal Year	<u>2025/2026</u>		
Estimated Maximum Amount	<u>\$ 450,000.00</u>		
Amount Required (Est.)	Date Required (Est.)	Date of Repayment (Est.)	
<u>\$ 150,000.00</u>	<u>Wednesday, October 1, 2025</u>	<u>Monday, December 15, 2025</u>	
<u>\$ 150,000.00</u>	<u>Monday, December 1, 2025</u>	<u>Tuesday, April 15, 2025</u>	
<u>\$ 150,000.00</u>	<u>Monday, December 1, 2025</u>	<u>Tuesday, April 15, 2025</u>	

DECLARATIONS

The undersigned hereby declares that he/she is an authorized representative of the above listed fund(s), that he/she has reviewed the Placer County Treasurer's Dry Period Financing (Borrowing) Policy, Resolution No. 96-22, and will comply with all requirements contained therein.

In addition, the undersigned declares that all funds within the district or other political subdivision are in the custody and paid out solely through the Placer County Treasurer's Office.

Applicant Signature Michelle Armstrong

FOR TREASURER USE ONLY

Maximum Borrowing Limit (85% of anticipated revenue/taxes) \$ _____

AGREEMENT FOR SERVICES

THIS AGREEMENT made and entered into this ____ day of _____, 2025, by and between Newcastle Fire Protection District, herein referred to as "DISTRICT" and Smith & Newell Certified Public Accountants, hereinafter referred to as "AUDITOR".

WITNESSETH:

WHEREAS, DISTRICT wishes to secure the services of a professional auditing firm; and

WHEREAS, DISTRICT desires to conduct an audit of the financial transactions of the DISTRICT for the fiscal years ending June 30, 2025 and 2026.

NOW, THEREFORE, in consideration of these premises, and the following mutual promises, covenants and conditions, the parties hereto agree as follows:

1. It is understood by the parties hereto that AUDITOR, while engaged in complying with and in performance of the terms of this Agreement, is an independent contractor and is not an officer, agent or employee of the DISTRICT.
2. AUDITOR, for and in consideration of the compensation hereinafter agreed to be paid by the DISTRICT hereby agrees to perform those accounting services and work as described in the Detailed Proposal, dated January 4, 2023.
3. This Agreement contains the sole and entire agreement between the parties. The parties acknowledge and agree that neither of them has made representation with respect to the subject matter of this Agreement or any representation including the execution and delivery thereof except representations as are specifically set forth herein.
4. No waiver or modification of this Agreement or of any covenant, condition or limitation herein contained shall be valid unless in writing and duly executed by the parties to be charged therewith. This Agreement, however, may be extended by mutual written consent of the parties.
5. This Agreement and performance hereunder and all suits and special proceedings hereunder shall be constructed in accordance with the laws of the State of California in any action, special proceeding, or other proceeding that may be brought arising out of, in connection with, or by reason of this Agreement, the laws of the State of California shall be applicable and so govern to the exclusion of the laws of any other forum without regard to the jurisdiction in which the action or special proceeding may be instituted.
6. This Agreement shall be binding on and inure to the benefit of the respective parties.
7. It is understood by the parties and agreed that the DISTRICT, its officers, agents and employees, shall not be liable or responsible for any injury or damage to person or property resulting from the operations or activities of AUDITOR while engaged in complying with any of the terms of this agreement. AUDITOR agrees to indemnify and hold harmless the DISTRICT and its officers, agents and employees, from and against all claims and liability for damage or injury to persons or property resulting from the activities of AUDITOR.

8. The AUDITOR shall at its own cost and expense carry public liability and property damage insurance in the amount of One Million Dollars (\$1,000,000.00) combined single limit and Workers' Compensation Insurance as required by law protecting both the AUDITOR and the DISTRICT.

DISTRICT agrees to pay the sum of Six Thousand One Hundred Dollars (\$6,100) for the Annual Financial Report for the year ending June 30, 2025 and Four Thousand Five Hundred Dollars (\$4,500) for the Annual Financial Report for the year ending June 30, 2026 (if this is the year of consolidation with Placer Hills FPD); or Six Thousand Two Hundred Fifty Dollars (\$6,250) for the year ending June 30, 2026 (if this is NOT the year of consolidation with Placer Hills FPD).

IN WITNESS WHEREOF, the parties hereby have caused this Agreement to be executed on the day and year first above written.

NEWCASTLE FIRE PROTECTION DISTRICT

SMITH & NEWELL CPAs

By: _____

By: _____