

REGULAR BOARD MEETING AGENDA
January 20, 2014

1. MEETING CALL TO ORDER

A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle

B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

Those wishing to speak must state their name and place of residence to be heard. The Board limits testimony

on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. MINUTES

· Approve Regular Meeting Minutes of December 16, 2013

Review Discuss Vote

B) Approve Special Meeting Minutes of December 28, 2013

Review Discuss Vote

4. ACCOUNTING

A) Finances: Review Discuss

B) Warrants: Review Discuss

· CHIEF'S REPORT

A) Propose a NTE amount for add on equipment for new Engine #62

Review Discuss Vote

B) Buyer for damaged ladder, not in use

Review Discuss Vote

C) Donation of obsolete turnouts and wildland safety gear to Yuba College. List attached.

Review Discuss Vote

6. VOLUNTEER'S REPORT

· GENERAL MANAGER'S REPORT

A) Propose transfer \$500.00 from account 6410, Election Cost, and transfer to account 6200 Office

Expenses and make budget and accounting adjustments

Review Discuss Vote

B) Discuss selling of vacant property on Marysville Rd. now, or in the near future.

8. INVENTORY: JUSTIN BIRNEY

A) Would like to set a date in February for actual versus records comparison on the inventory, with copy for the Board on completed results.

9. BOARD AND STAFF MEMBERS' REPORTS

This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

REGULAR BOARD MEETING AGENDA
February 17, 2014

1. MEETING CALL TO ORDER

A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle

B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

Those wishing to speak must state their name and place of residence to be heard. The Board limits testimony

on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. MINUTES

· Approve Regular Meeting Minutes of January 20, 2014
Review Discuss Vote

4. ACCOUNTING

A) Finances: **TABLED FOR MARCH**

B) Warrants: Review Discuss

• CHIEF'S REPORT :

A) Update on amount for add on equipment for new Engine #62
TABLED FOR MARCH

B) Matt Wallen purchased the damaged ladder for \$25.00

C) Turnouts and wildland safety gear are ready to be donated to the Yuba College. Should
by completed by the March meeting.

D) Letter to Yuba College in support re-establishing the Yuba County Fire Academy this Spring was
approved by Chief Webb and mailed.

6. VOLUNTEER'S REPORT: **TABLED FOR MARCH**

• GENERAL MANAGER'S REPORT

A) Update on property for Station #63: Les Kinkle. **TABLED FOR MARCH**

B) MOU (Memorandum of Understanding) between County of Yuba (OES) Office of Emergency Services
and (JPA) Yuba County Rural Fire Joint Powers Agency.

REVIEW

DISCUSS

VOTE

8. BOARD AND STAFF MEMBERS' REPORTS

This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Regular Meeting: February 17, 2014

APPROVED MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present: Biggs, Birney, Gravelle, Kattuah, Kinkle

Item 2) Public Communications: See Item 7B

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of January 20, 2014

Motion to Approve minutes: Kinkle

Second: Birney

Passed unanimous voice vote

Item 4) Accounting

A) Financials: Accountant Brooks not available—tabled for March meeting

B) Warrants: no questions

Item 5) Chief's Report—Chief Tom Webb

A) New equipment for Engine 62—Tabled for March

Item 6) Volunteer's Report—Tabled for March

Item 7) General Manager's Report

A) Update on Property for Station #63: Les Kinkle—Tabled for March

B) Memorandum of Understanding (MOU) between County of Yuba Office of Emergency Services (OES) and Yuba County Rural Fire Joint Powers Agency (JPA):

Brant Bordsen, of Rich, Fuidge, Morris & Lane, Inc., legal counsel on retainer to LR/BVCSD commented on the proposed MOU: Mr. Bordsen reviewed the MOU as well as the JPA agency formation documentation (Agreement), which is basically a radio communications plan—a limited purpose agreement. Absent an amendment to the JPA Agreement, the JPA can not enter into an MOU with the County.

Mr. Bordsen stated the MOU as provided, is basically an agreement to agree and he does not recommend acceptance of the MOU—even if the JPA had the authority. The MOU provided is not an agreement as written and needs to be put in a binding contract.

Mr. Bordsen asked if Yuba County is funding dispatch services for other fire districts in Yuba County?

Rick Cunningham, Chief—Foothill Fire Protection District (Brownsville), asked the question: even if the JPA had the authority to sign the MOU, why is it now necessary, as it hasn't been required in the past and Yuba County doesn't have an MOU with the other fire districts in the County?

Pete Hammontre, Chairperson—Dobbins Oregon House Fire Protection District, questioned section 4C of the MOU, as precedent has been set since Yuba County has been paying for dispatch services for approximately 28 years. He went on to ask why Yuba County is singling out the foothills from the flatlands?

Rick Cunningham posed the question: what is the legal responsibility for dispatch? What are the County's obligations?

Hal Stocker, Yuba County Supervisor--District 5, said it was his personal opinion that the foothill fire districts should be treated the same as the other districts in the County.

Pete Hammontre asked how 911 funding was divided amongst the agencies in Yuba County?

Eric Gravelle, Director—Loma Rica/Browns Valley CSD, as who is obligated for 911 services?

Silvio Poggi spoke regarding the history of the LR/BVCSD: Sil started with the District in 1987. Originally, an application was made as a fire protection district, but it was denied by the Yuba County Board of Supervisors as the County would lose some property tax funds—after the denial, a district can not re-apply for two years. Therefore, they reorganized and put a measure on the ballot in 1985 which was approved by the citizens of the District. Sil stated that originally, Yuba County Counsel assisted the Districts, and in 1989 the County suggested formation of an agency to take care of the hardware (network, repeater), and stated in exchange, the County would pay for dispatch services, and County Counsel drew up the Agreement for the JPA.

Hal Stocker stated the issue needs to go back to the Yuba County Board of Supervisors, as it appears to be their responsibility.

CalFire stated they are looking for a three year commitment for dispatch services (the current one year contract expires June 30, 2014), and that the County stated they would let CalFire know by March 2014 if they were going to enter into a new contract—to date, no word has been received.

Sil Poggi stated that if there is not a MOU for any of the valley fire departments, there is no upside to amending the JPA by-laws.

Item 8) Board and Staff Members' Reports: none

Adjourned 7:56 p.m.

Respectfully Submitted:

Kim Biggs – District Vice-Chairperson

(An audio recording of this meeting was made)

REGULAR BOARD MEETING AGENDA
March 17, 2014

1. MEETING CALL TO ORDER

A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle

B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

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on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. MINUTES

· Approve Regular Meeting Minutes of February 17, 2014

Review	Discuss	Vote
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4. ACCOUNTING

A) Finances:	Review	Discuss
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B) Warrants:	Review	Discuss
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• CHIEF'S REPORT :

A) Update, add-on list equipment for new Engine #62

B) Turnouts and wildland safety gear has been donated to the Yuba College and letter has been filed.

C) Replacement of 3 SCBA's that are 14 years old and coming off the old engine. It would be more cost effective to upgrade as opposed to an overhaul. Cost would be around \$5000.00 each. The District will also need 3 more next year. Mitigation fee's can be used for this.

Review Discuss Vote

6. VOLUNTEER'S REPORT:

• GENERAL MANAGER'S REPORT

A) Response for MOU from Yuba County OES.

Review Discuss Vote

B) Yuba County is updating their Fire Mitigation Ordinance. Our Development Impact Fee Study will have to be updated or redone with a cost NTE up to \$11000.00 that includes the RFP.

Review Discuss Vote

C) Sale of old engine 62. Where to advertise and NTE amount or best offer.

Review Discuss Vote

8. BOARD AND STAFF MEMBERS' REPORTS

A) Update on property for Station #63: Les Kinkle.

This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Regular Meeting: March 17, 2014

APPROVED MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present: Biggs, Birney, Gravelle, Kattuah, Kinkle

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of February 17, 2014

Motion to Approve minutes: Birney

Second: Gravelle

Passed unanimous voice vote

Item 4) Accounting

A) Financials: Accountant Brooks not available—tabled for April meeting

B) Warrants: discussed that the generator is being sold with the old engine; when replacing existing equipment, funds are not from mitigation account—mitigation funds are only used to purchase new equipment

Item 5) Chief's Report—Chief Tom Webb

A) New equipment for Engine 62—Captain Robinson has purchased some new equipment and is waiting on pricing for other items; still within approved budget

B) Turnouts and wildland safety gear donated to Yuba College program—they were thankful for the donation

C) Replacement of SCBA's—Captain Robinson explained that some of the SCBA's are over 14 years old; should upgrade to 2013 NFPA standards, products should be available in April (looking to change from low-pressure to high-pressure bottles). Need 14 packs/28 bottles @ approx \$4,500 per pack + \$778 for additional bottle per pack. Captain Robinson to investigate if grant funds are available to make purchase so that we have standardized equipment (3 purchased in 2000, 2 purchased in 2001, 3 purchased in 2006 and 4 purchased in 2009—which are actually 2002 standards. While CalFire receives a 46% discount, specs are not currently available. Captain Webb suggested waiting until specs are available to make purchase. Item tabled for six months.

Item 6) Volunteer's Report—Captain Robinson said while there hasn't been a change in the number of volunteers, a new person is interested in becoming a volunteer. He also stated two volunteers are attending the Yuba Sutter training academy, which started two weeks ago.

Item 7) General Manager's Report

A) Response for MOU from Yuba County OES: it was determined that since the MOU was addressed to the JPA, our District does not need to respond to the MOU. Director Gravelle stated he does not wish to have the JPA represent our District in these negotiations with the County OES. It was determined that due to the Amador Contract with CalFire, dispatch services for our District (LRBVCSO) would not be affected for this contract period; however, in the future, equipment will be needed for dispatch and support of Foothill Frequencies.

B) Fire Mitigation Ordinance—Sil Poggi explained that the collection of mitigation fees is determined by the Board—each District determines if they opt to collect mitigation fees. Item tabled for April meeting to determine if Yuba County adopted the new Fire Mitigation Ordinance.

C) Sale of old Engine 62: determined asking price to be \$8,500, with a minimum price set—any offers under that amount must be brought up before the District Board. Directed GM Poggi to place an ad in the Appeal-Democrat and Sacramento Bee, stating as-is. Not sure if there will be an issue with California emissions. GM Poggi to write ad for Craig's List—Director Birney to post. (Note that although a unanimous voice vote was taken approving this item, no motion or second was made.)

Item 8) Board and Staff Members' Reports:

A) Update on property for Station #63, Les Kinkle: Director Kinkle viewed five properties within the Redhill area, all with houses on them, list prices ranging from \$350,000 to \$675,000. All properties are hilly with narrow access roads. Tabled until April meeting.

B) Director Biggs stated the next JPA meeting is next Wednesday, March 26, 2014 at 7pm at Foothill Fire in Brownsville. She also informed the Board that she will be unable to attend the July 2014 regular Board meeting as she is scheduled to work out of town.

Adjourned 8:17 p.m.

Respectfully Submitted:

Kim Biggs – District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
April 21, 2014

1. MEETING CALL TO ORDER

- A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle
- B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

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on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

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Note: No Board action can be taken on comments made under this heading.

3. MINUTES

- Approve Regular Meeting Minutes of March 17, 2014
Review Discuss Vote

4. ACCOUNTING

- A) Finances: Review Discuss
- B) Warrants: Review Discuss

5. CHIEF'S REPORT : Leslie Drexel

Chief Webb, vacation
Captain Robinson, vacation

6. VOLUNTEER'S REPORT: David Lopez

7. GENERAL MANAGER'S REPORT

A) Update, Yuba County new Fire Mitigation Ordinance

B) Update, LRBV Fire Mitigation Study

View Discuss Vote

C) Update Sale of old engine 62, request advertising through Fenton

View Discuss Vote

D) FASIS: Member Contingency Fund dividends

View Discuss Vote

8. BOARD AND STAFF MEMBERS' REPORTS

A) JPA meeting with County Administrator in attendance: Kim Biggs

B) Update on new property for Station #63: Les Kinkle.

This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Regular Meeting: April 21, 2014

APPROVED MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present: Biggs, Gravelle, Kattuah, Kinkle; Absent: Birney (Excused)

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of March 17, 2014

Motion to Approve minutes: Kinkle

Second: Gravelle

Passed unanimous voice vote

Item 4) Accounting

A) Financials: Director Gravelle asked Accountant Brooks what funds does the District have to buy property and build a new station (#63)—Accountant Brooks answered approximately \$1 million in the unrestricted cash fund. Review of the Budget vs Actual General Fund determined that account 6520 Equipment Purchases should be revised at a meeting in the next month or two. It was explained that training expenses were under budget due to not only the lack of new volunteers, but also because volunteers can use the computer for some continuing education courses, which is much less expensive.

B) Warrants: no questions/discussion

Item 5) Chief's Report—Captain Leslie Drexel

A) New equipment for Engine 62—Still purchasing supplies to equip truck; supply hose has been tested and loaded.

B) Captain Drexel is working on a grant for new structure and wildland fire gear.

C) Two more people have shown interest in becoming volunteers and have requested applications, but have not returned them—one is a former CalFire employee.

D) Additional CalFire staff is arriving for the fire season (Travis will be out of commission for most of the summer due to his accident)—by April 28th all stations will be open in the unit with at least one engine and sometime in May CalFire will be at peak staffing.

Item 6) Volunteer's Report—David Lopez reported that we lost two volunteers who went back to work for CalFire for the summer

Item 7) General Manager's Report

A) Update: Yuba County new Fire Mitigation Ordinance: GM Poggi spoke with Linda Fire Chief Rich Webb and to date there have been few, if any, changes. If the YC Building Department approves the proposed changes to the study, then Chief Webb will submit it to the YC Board of Supervisors for their approval.

B) Update: LRBVCSD Fire Mitigation Study: GM Poggi spoke with her contacts and it was estimated that an updated study would cost \$5,000 to \$7,000, and a new study would cost \$8,000 to \$15,000. She reminded the Board that if over \$5,000, a Request for Proposals would be required. This will be an ongoing discussion item until 7A) has been resolved.

C) Update: Sale of old Engine 62—Request advertising through Fenton: after 14 days of advertising in the Appeal-Democrat and 7 days in the Sacramento Bee, there have been no responses. GM Poggi contacted Fenton Fire about listing the engine to sell—they charge a straight 10% commission on equipment less than \$50,000 and if we sell the engine ourselves, there is no fee.

Director Gravelle made a motion for the Board to give GM Poggi permission to list old engine 62 for sale with Fenton Fire; motion seconded by Director Kinkle

Voice Vote: Biggs, Gravelle, Kattuah, Kinkle –
Aye Absent: Birney (Passed)

Item 8) Board and Staff Members' Reports:

A) March JPA meeting with County Administrator in attendance: Director Biggs reported that at the March JPA meeting it was agreed that Yuba County would draft an agreement (or Memorandum of Understanding) which would first be sent to the fire chiefs of each district for review. As of today, we have not received any correspondence or updates.

B) Update on new property for Station #63: Director Kinkle reported that no properties have come up for sale that are more suitable than the property on Marysville Road that the District currently owns (mostly due to locations on narrow, winding lanes). Director Gravelle questioned the goal of building Station #63: just equipment storage, or a long-term strategy to replace the current station when the lease with the State expires in 2023? It was discussed that if the goal is only to resolve insurance rates for owners in that area of the District, then possibly we should look at a property with an existing smaller building to store an engine or

tender. Director Kinkle was asked to contact Barry Taylor Excavating to determine if it is economically feasible to build just a garage on the existing property. Item to be placed on the May agenda.

Adjourned 8:05 p.m.

Respectfully Submitted:

Kim Biggs – District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
May 19, 2014

1. MEETING CALL TO ORDER

- A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle
- B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

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Note: No Board action can be taken on comments made under this heading.

3. MINUTES

- Approve Regular Meeting Minutes of April 21, 2014
Review Discuss Vote

4. ACCOUNTING

- A) Finances: Review Discuss
- B) Warrants: Review Discuss

5. CHIEF'S REPORT : Chief Webb

6. VOLUNTEER'S REPORT: David Lopez

7. GENERAL MANAGER'S REPORT

A) Update, Yuba County new Fire Mitigation Ordinance

B) Update, LRBV Fire Mitigation Study

Table until Ordinance is approved by Yuba County

C) Update Sale of old engine 62

D) Election : 3 Directors, 4 year terms are up this year

E) MOU with County

Review:

Discuss:

Vote:

8. BOARD AND STAFF MEMBERS' REPORTS

A) JPA update

B) Update on new property for Station #63: Les Kinkle.

Guest speaker Berry Tayler

This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Regular Meeting: May 19, 2014

APPROVED MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present: Biggs, Gravelle, Kattuah, Kinkle; Absent: Birney (Excused)

Item 2) Public Communications: See Item 8B

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of April 21, 2014

Motion to Approve minutes: Kinkle

Second: Gravelle

Passed unanimous voice vote

Item 4) Accounting

A) Financials: no questions/discussion

B) Warrants: no questions/discussion

Item 5) Chief's Report—Chief Tom Webb

A) Personnel sent to fight fires in San Diego county

B) Someone is interested in purchasing old Engine #62—but also looking at another engine for sale

C) New Engine is being serviced—scheduled to debut at the Browns Valley Post Office Sesquicentennial celebration

D) Working on a Volunteer Fire Assistance Grant—50% matching grant

Item 6) Volunteer's Report—David Lopez reported that we lost a volunteer who moved out of state. Currently have four volunteers that can respond to calls. Two new people showing interest in becoming a volunteer; however have been unable to reach one by telephone, so only one application is in process. The volunteer academy is finished for this term

Item 7) General Manager's Report

A) Update: Yuba County new Fire Mitigation Ordinance: GM Poggi contacted Rich Webb (Linda Fire Dept) on May 9th—he needs to get information to the County Building Dept for review—there has been a delay due to the number of recent fires in California that personnel are being pulled off to respond to.

B) Update: LRBVCSD Fire Mitigation Study: Tabled until Ordinance is passed by County.

C) Update: Sale of old Engine 62—See Chief's report Item 5B

D) Election: Three Directors with four year terms are up for re-election this year (Biggs, Birney, Kinkle)—GM Poggi to contact County for filing date deadlines

E) MOU with County—Supervisor Stocker said he did not receive a copy of the May 9, 2014 letter from Scott Bryan and MOU; Stocker had wanted to attend this meeting but had a previous commitment. Reviewed e-mail response from District's legal counsel, Brant Bordsen, after his review of the MOU. Chief Webb reminded the Board that the non-foothill districts are not being asked to sign this document and asked why are the five foothill districts being singled out? Director Gravelle stated that the Board does not have enough information from the County at this time to respond to take any action—the County hasn't stated their intentions.

Motion by Director Birney to draft letter for next Board meeting stating the District's position, including the points made by legal counsel, Brant Bordsen, and that the District is taking no action at this time. Seconded by Director Gravelle.

Passed unanimous voice vote

Item 8) Board and Staff Members' Reports:

A) JPA update: none—JPA only meets quarterly and does not meet again until June 25th.

B) Update on new property for Station #63—Barry Taylor, Taylor Excavating: (Mr. Taylor had worked with the District in 2010 on the original planning for the proposed station.) Mr. Taylor informed the Board that the only place to build on the property at 6729 Marysville Road was at the top of the hill as originally planned, with an extensive amount of dirt work required. The paving may be able to be scaled back from the original plans, using base rock for the present time to save money. Mr. Taylor recommended the District have a local engineer review the site plans with the County to determine access—will be required in order to put in well and septic. He also recommended that the District install the septic in the size required for the final phase. Director Gravelle asked if the District should even use the existing property or look for a new property. Mr. Taylor stated that there are only a limited number of properties available to service the Redhill area. Silvio Poggi (past GM for the District) reminded the Board of the Conditional Use Permit (CUP) and its requirements, such as flashing lights on Marysville Road at the approach, limited outdoor lighting, a final landscaping plan, and EIR due to wetlands and Native American relics—etc. He reminded the Board of the difficulty if purchasing a new property as the purchase contract would have to be contingent on all of these things and it is very difficult to get a seller to agree to wait through the

time frames required to complete the reports. Director Gravelle stated that the Board still needs to look at the feasibility of keeping the current Marysville Road property—which reports have expired, which are still valid? If new inspections are required, it would be no different than purchasing a new property; however, if still valid, it may make more sense to keep the Marysville Road property. Mr. Poggi informed the Board that properties in the White Oak area would require extensive road work—very expensive. He also stated that due to the elevation where the station would be built, it would have minimal impact on any neighbors. He advised the Board to go back to talk to the original planners to ask for an update (for the CUP). Director Birney stated it would make sense to do the work in phases: dirt work, well, septic—then look at building two or three equipment bays. Director Gravelle proposed an ad hoc committee (himself and Director Kinkle, who had started looking at properties) to research with the County to determine what has expired and what would be needed to go forward; with Mr. Poggi to provide assistance. GN Jackie Poggi to contact attorney, Brant Bordsen, to ask about the bid process. Station #63 to be a separate agenda item in future.

Adjourned 8:02 p.m.

Respectfully Submitted:

Kim Biggs – District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
June 16, 2014

1. MEETING CALL TO ORDER

- A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle
- B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

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Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. MINUTES

- Approve Regular Meeting Minutes of May 19, 2014
Review Discuss Vote

4. ACCOUNTING

- A) Finances: Review Discuss
- B) Warrants: Review Discuss

5. PRELIMINARY BUDGET FOR 2014/2015

- A) Discuss
- B) Amend as necessary
- C) Authorize Public Notice
- D) Continue for July public hearing & adoption

6. RESOLUTION 2014-01

Resolution 2014-01, authorization for the County of Yuba to collect the Loma Rica/Browns Valley Community Services District benefit assessments for fiscal year 2014/2015

Review Discuss Vote

7. RESOLUTION 2014-02

Resolution 2014-02, authorization for the County of Yuba to allow an annual automatic journal transfer of fees from the Loma Rica/Browns Valley Community Services District to the Yuba County Rural Fire Joint Powers Agency.

Review Discuss Vote

8. CHIEF'S REPORT :

9. FUNDING FOR SUTTER BUTTES REPEATER SITE:

Review Discuss Vote

10. VOLUNTEER'S REPORT:

11. GENERAL MANAGER'S REPORT:

- A) Update, Yuba County new Fire Mitigation Ordinance
- B) Update on Elections
- C) Discuss yearly BBQ and awards for Volunteer Fire fighters

12. OFFER ON FIRE ENGINE SALE:

Review Discuss Vote

13. MEMORANDUM OF UNDERSTANDING (MOU) FROM COUNTY OFFICE OF EMERGENCY SERVICES REGARDING DISPATCHING

A) Draft reply letter to Board of Supervisors

Review Discuss Vote

14. UPDATE ON STATION #63

15. BOARD AND STAFF MEMBERS' REPORTS

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Regular Meeting: June 16, 2014

APPROVED MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present: Biggs, Birney, Gravelle, Kattuah, Kinkle

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of May 19, 2014

Motion to Approve minutes with correction to item 8B ("it" should be "if"): Birney

Second: Kinkle

Passed unanimous voice vote

Item 4) Accounting

A) Financials: no questions/discussion

B) Warrants: Director Gravelle questioned the expense to Silverado Avionics—it was explained that it is for a new radio—purchased using matching grant funds.

Item 5) Preliminary Budget for 2014/2015

A) Discussion: GM Poggi explained that since this is an election year with three seats up for re-election, the District would have election expenses of at least \$10,000 per seat if anyone files to run against an incumbent

B) Amend as necessary: changed office expenses to reflect cost of volunteer awards

C) Authorize Public Notice:

Motion to authorize Public Notice of Proposed 2014/2015 Budget as amended:
Birney

Second: Gravelle

Passed unanimous voice vote

D) Continue for July public hearing and adoption

Item 6) Resolution 2014-01, authorization for the County of Yuba to collect the Loma Rica/Browns Valley Community Services District benefit assessments for fiscal year 2014/2015

Motion to adopt Resolution 2014-01: Birney

Second: Kinkle

Passed unanimous voice vote

Item 7) Resolution 2014-02, authorization for the County of Yuba to allow an annual automatic journal transfer of fees from the Loma Rica/Browns Valley Community Services District to the Yuba County Rural Fire Joint Powers Agency

Motion to adopt Resolution 2014-02 with correction to letterhead: Birney

Second: Gravelle

Voice Vote: Biggs, Birney, Gravelle, Kattuah, Kinkle—Aye

Item 8) Chiefs Report:

A) New engine is in service—attended the Browns Valley Post Office sesquicentennial celebration. Still need a few mounts to bolt things down

B) Personnel have been very busy in the past week with fires in the area

Item 9) Funding for Sutter Buttes Repeater Site: Chief Webb requested that the District enter into a two year agreement with COMSITES West (the management

company for the Sutter Buttes repeater site) to fund the cost of the repeater on the Sutter Buttes that is being used to cover the radio dead spots within the District. Subsequent discussion questioned the legality of using District funds to pay for a CalFire (State) repeater. Accountant Brooks suggested that the funds could be treated as a loan against fuel costs up to the amount of the request (\$300/month, \$7,200 total 24 month contract requested). Accountant Brooks will need to review the fuel bills to book repayment.

Motion for LR/BVCSD to enter into a two year agreement with COMSITES West and will receive fuel in exchange for the loan: Birney

Second: Gravelle

Voice Vote: Biggs, Birney, Gravelle, Kattuah, Kinkle—Aye

Item 10) Volunteer's Report: Chief Webb stated a couple of existing volunteers have shown up to calls

Item 11) General Manager's Report

A) Update to Yuba County new Fire Mitigation Ordinance—due to busy fire season, not yet completed. Rich Webb submitted to County Building Department, they made changes, which are now being reviewed by Rich.

B) Update on Elections—GM Poggi will e-mail Directors whose positions are up for re-election (Biggs, Birney, Kinkle) one week before window opens with actual filing dates/deadline

C) Discuss Yearly BBQ/Volunteer Awards—possibly in September, when weather is cooler? Need to check Ops/Admin Manuals to determine if they need to be amended for award dates. Discussed holding BBQ and awards ceremony at District Station.

Item 12) Offer on Fire Engine: received offer that was below the Board's minimum reserve price; however there have been no other offers.

Motion to accept \$4,000 offer from private party: Birney

Second: Gravelle

Voice Vote: Biggs, Birney, Gravelle, Kattuah, Kinkle—Aye

Item 13) Memorandum of Understanding (MOU) from Yuba County Office of Emergency Services (OES) regarding Dispatching: the Yuba County Board of Supervisors signed a three year contract with CalFire for dispatch services; GM Poggi recommended responding to the letter from OES to prepare for future negotiations. Response drafted by Chief Webb, reviewed and amended by Board.

Motion to send letter response to Yuba County OES as amended by Board discussion
: Gravelle

Second: Birney

Passed unanimous voice vote

Item 14) Update on Station #63: Director Gravelle informed the Board that all building permits (building, grading, land-leveling improvements, Conditional Use Permit—CUP) have been cancelled by the County as of May 18, 2012 except for the Encroachment permit, which was completed and signed off/finaled. Recommended meeting with County Building Department to explain the situation and determine if any can be restored. The District still needs to speak with legal counsel to determine if the project can be done with the District as owner/builder and if it can be done in small phases.

Item 15) Board and Staff Member Reports--none

Adjourned 7:59 p.m.

Respectfully Submitted:

Kim Biggs – District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
July 21, 2014

1. MEETING CALL TO ORDER

- A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle
- B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

Those wishing to speak must state their name and place of residence to be heard. The Board limits testimony on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. MINUTES

Approve Regular Meeting Minutes of June 16, 2014

4. ACCOUNTING

- A) Finances: Review Discuss
- B) Warrants: Review Discuss

5. APPROVE OPERATING BUDGET FOR 2014-2015

- A) Open Public Hearing
- B) Close Public Hearing

C) Amend budget as necessary

6. APPROVE REDUCING SALE PRICE OF OLD ENGINE #62 BY \$1000.00

**7. APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN LOMA RICA /
BROWNS VALLEY C.S.D.**

**AND CAL FIRE REGARDING REIMBURSEMENT OF REPEATER SITE LEASE
EXPENSES**

**8. FORMULATE AND ADOPT DISTRICT POLICY REGARDING A SITTING
DISTRICT BOARD MEMBER**

**CONCURRENTLY SERVING AS A VOLUNTEER FIREFIGHTER AND AMEND THE
DISTRICT**

ADMINISTRATION MANUAL TO REFLECT THE ADOPTED POLICY.

9. CHIEF'S REPORT:

Rental of engines

Results from Board of Supervisors meeting regarding Memorandum of
Understanding

10. VOLUNTEER'S REPORT:

11. GENERAL MANAGER'S REPORT:

Update on new Yuba County Fire Mitigation Ordinance

12. WOLF MOUNTAIN LOOKOUT

13. STATION #63

14. BOARD AND STAFF MEMBERS' REPORTS

This time is provided to allow Board and staff members to report on activities or to

raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Regular Meeting: July 21, 2014

APPROVED MINUTES

Item 1) Meeting Call To Order: 7:05 p.m.

A) Roll Call: Present: Gravelle, Kattuah, Kinkle, Birney: absent Biggs (Excused)

Item 2) Public Communications: None

Item 3) Approve Minutes June 16, 2014: held over to August 18, 2014 meeting

Item 4) Accounting

A) Financials: financial reports are temporary numbers for FY 13-14 until County Financials are received. no questions/discussion

B) Warrants: no questions/discussion

Item 5) Approved operating budget 2014-2015 open to public for comment

A) Opened for public comment 7:09 – none present – closed 7:10

B) Amend as necessary – no amendments made

Item 6) Approve reducing sale price of old engine #62 to \$7000.00

Motion to approve: Birney Second: Kinkle
Passed unanimous voice vote

Item 7) Approve Memorandum Of Understanding (MOU) between the Loma Rica/Browns Valley C.S.D and Cal Fire regarding reimbursement of repeater site lease expenses:

Motion to approve MOU: Birney Second: Gravelle
Passed unanimous voice vote

Item 8) Formulate and adopt District policy regarding a sitting District board member concurrently serving as a volunteer firefighter and amend the District Administration Manual to reflect the adopted policy.

Director Gravelle stated he would like the attorney to know if he had considered State Government Code 61040 Item e sec. 52337.

Director Birney would like list of items the Director/Volunteer would have to reclude him or herself from.

Tabled for August 18, 2014 meeting

Item 9) Chiefs Report: Chief Tom Webb

A) District fire engines are being rented out to various fires.

B) Our letter dated June 17th 2014 to the Yuba County Board of Supervisors (BOS) regarding the Dispatch Memorandum of Understanding (MOU) with Yuba County Office of Emergency Services (OES) was put on their agenda on July 8, 2014. Chief Webb, General Manager Poggi, Director Kinkle and Division Chief DeSena were in attendance to address the board. Mr. Bendorf said there was no rush now that they already approved a three year contract. County Counsel clarified the definition of "yearly discussion of funds". Yuba County has to address "all" their understandings on a yearly basis because their budget is done yearly. Suggestion was for the District to write a resolution by the end of the year.

Item 10) Volunteer's Report: None

Item 11) General Managers Report:

Table Yuba County Fire Mitigation Ordinance update until after fire season.

Item 12) Wolf Mountain Lookout

A) Director Birney asked if there was anything the District could do to assist the Wolf Mountain Lookout that was vandalized. The lookout tower can see most of the foothill districts. He also asked for the attorneys' advice if the District could contribute money.

Tabled until August 18, 2014.

Item 13) Station #63: no questions/discussion

Item 14) Board and staff members' reports: no questions/discussion

Adjourned 8:05 p.m.

Respectfully Submitted:

Jacqueline Poggi, General Manager

REGULAR BOARD MEETING AGENDA
August 18, 2014

1. MEETING CALL TO ORDER

- A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle
- B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

Those wishing to speak must state their name and place of residence to be heard. The Board limits testimony on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. MINUTES

- A) Approve Regular Meeting Minutes of June 16, 2014
- B) Approve Regular Meeting Minutes of July 21, 2014

4. ACCOUNTING

- A) Finances
- B) Warrants

5. CHIEF'S REPORT :

- A) Update on damage/repair to engine #61

B) Update personnel and fires

C) Discuss possibly purchasing 4x4 ¾ ton extended cab short bed pickup

6. VOLUNTEER'S REPORT: David Lopez

7. GENERAL MANAGER'S REPORT:

8. AMEND ADMINISTRATIVE MANUAL (Volunteer/Board Director)

A) Discuss attorney's decisions on a Board Director also being a Volunteer

B) Approve to add Boards decision to the Administrative Manual

9. MOUNTAIN FIRE LOOKOUT

A) Discuss attorney's decision on donating goods to the vandalized lookout

B) Approve to contribute goods to the Mountain Fire Lookout

C) Approve a not to exceed amount to contribute goods

10. YEARLY AWARDS TO VOLUNTEERS

A) Approve 5 year service award to: DJ Baker = Leno Mota = David Lopez

B) Approve Annual Firefighter of the year award to: Leno Mota

C) Approve Annual Firefighter Participation Award to: David Tully

11. VOLUNTEER FIREFIGHTER PICNIC

A) Set date, place, time, food, food prep, purchaser(s) of food, etc.

B) Approve a not to exceed amount to purchase goods for picnic

12. COMMUNITY WILDFIRE PROTECTION PLAN

A) APPROVE FINAL YUBA FOOTHILLS CWPP

B) APPROVE DESIGNEE TO SIGN CWPP ON BEHALF OF THE DISTRICT

13. STATION #63

14. BOARD AND STAFF MEMBERS' REPORTS

This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Regular Meeting: August 18, 2014

APPROVED MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present: Biggs, Birney, Gravelle, Kattuah, Kinkle

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of June 16, 2014

Motion to Approve minutes: Kinkle Second: Birney
Passed unanimous voice vote

B) Minutes For Regular Meeting of July 21, 2014

Motion to Approve minutes: Kinkle Second: Birney
Passed unanimous voice vote

Item 4) Accounting

A) Financials: no questions/discussion

B) Warrants: clarification on warrants paid to Ouimettes Mobile Repair and correction for warrant to Riverview International Trucks—were for Engine 63 repairs

Item 5) Chiefs Report:

A) Update on damage to Engine 61: a compartment door was torn off—getting estimate from Pierce representative for repair/replacement of door. The District will pay for the repairs and then make a claim to CalFire for reimbursement. Chief Webb stated that there would be disciplinary action taken against the operator. Also, the pump seal went out due to normal wear and tear.

B) Personnel have been very busy in the past month, Captain Drexel is currently in Mendocino

C) Discussed possible purchase of 4x4 ¾ ton extended cab short bed pickup—Chief Webb doesn't want to take action on this item until October. Board members felt crew cab would be preferable (with 4 full doors that all open in the same direction). Fuel source would be gas (not diesel). Chief Webb said the District can use the State's contractor price—the Board requested a full price to include light bars and striping. To be placed on October Agenda.

Item 6) Volunteer's Report: David Lopez stated they took Engine 61 to Lincoln Station 77 for fit test for SCBA equipment. He also stated there has been no change in the number of volunteers in the District.

Item 7) General Manager's Report—no matters to report this meeting

Item 8) Amend Administrative Manual (Volunteer/Board Member):

A) Discussed Attorney's legal advice on a Board Director also being a Volunteer

Motion to vote to allow Board Members to serve as Volunteers in the District:
Gravelle

Second: Birney

Voice Vote: Gravelle, Kattuah—Aye, Biggs, Kinkle—Nay, Birney—Abstain

Motion not passed

Board Members requested General Manager Poggi contact Attorney to attend September meeting to answer questions/address concerns

Director Gravelle asked for Chief Webb's opinion—Chief Webb stated in his experience it is a bad precedent to set and opens the Board/District up to potential issues, as he has had such issues in other districts that adopted this policy.

B) Approve to add Board's decision to Administrative Manual—waiting to meet with Attorney. Director Birney informed the Board he may not be able to attend the September meeting.

Item 9) Mountain Fire Lookout:

A) Attorney stated the District can not donate cash (taxpayer funds), only supplies

B) Approve to contribute goods to Mountain Fire Lookout—we are unable to do so at this time as we currently don't know what their needs are or the timeframe

C) Tabled until we receive additional information—October meeting?

Item 10) Yearly Awards to Volunteers

A) Approve 5 Year Service Awards to DJ Baker, Leno Mota, David Lopez

Motion to Approve: Gravelle Second: Birney
Passed unanimous voice vote

B) Approve Annual Firefighter of the Year award to Leno Mota

Motion to Approve: Kinkle Second: Birney
Passed unanimous voice vote

C) Approve Annual Firefighter Participation Award to David Tully

Motion to Approve: Birney Second: Gravelle
Passed unanimous voice vote

Item 11) Volunteer Firefighter Picnic

A) Set date, place, time, food, food prep, purchasers of food: David Lopez to ask Volunteers for dates that they are available in September/October; to be held at the Loma Rica Station; food to be tri-tip, chicken, and hot dogs; to be purchased by Chairperson Kattuah and Director Kinkle. Will need to arrange for tables and chairs and check to see what, if any, supplies are left over from last year.

B) Motion to approve purchase of food for Annual Volunteer Firefighter Picnic not to exceed \$750; and rental of bounce house/purchase of items for children's entertainment not to exceed \$250 made by Birney: Second
Kinkle

Voice Vote: Biggs, Birney, Gravelle, Kattuah, Kinkle—Aye

(Chief Webb to ask about CalFire liability/release for bounce house)

Item 12) Community Wildfire Protection Plan

A) Approve Final Yuba Foothills CWPP: Chief Webb recommends support of the document as it will be a base for threat assessment to apply for grants.

Motion by Birney to approve Yuba Foothills Community Wildfire Protection Plan with twelve (12) corrections of our District's name/acronym

Second: Kinkle

Passed unanimous voice vote

B) Approve designee to sign CWPP on behalf of District:

Motion by Birney authorizing Chief Tom Webb to sign the Yuba Foothills Community Wildfire Protection Plan on behalf of Loma Rica/Browns Valley Community Services District after the above referenced corrections are made to the document

Second: Gravelle

Passed unanimous voice vote

Item 13) Station #63: Tabled until January 2015

Item 14) Board and Staff Member Reports—Director Gravelle stated if volunteers are using private vehicles for District business, they need to be reimbursed for mileage. Please place item on September agenda. Director Biggs stated the JPA held their annual election of officers at their June 25th meeting—Sterling Quinn Swift of Smartsville is their new President and Kim Biggs remains the Secretary/Treasurer. It was reported that firefighter DJ Baker had his second surgery and is home recovering.

Adjourned 8:10 p.m.

Respectfully Submitted:

Kim Biggs – District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
September 15, 2014

1. MEETING CALL TO ORDER

- A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle
- B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

Those wishing to speak must state their name and place of residence to be heard. The Board limits testimony on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. MINUTES

- Approve Regular Meeting Minutes of August 18, 2014

4. ACCOUNTING

- A) Finances:
- B) Warrants:

5. CHIEF'S REPORT : Chief Webb

- A) Scheduled meeting with Insurance Services Office (ISO)
- B) Update on Wolf Mtn. Lookout

C) Discuss new/used pick up

06. APPROVE ADDITION TO THE ADMINISTRATIVE MANUAL (Decision on Volunteer also being a Board Director):

07. Approve Resolution 2014-03, Volunteer Fire Assistance Program for 2014-2015 Grant

08. VOLUNTEER'S REPORT: David Lopez

A) Discuss Volunteer BBQ, October 11th

09. GENERAL MANAGER'S REPORT :

A) Update on sale of 1985 Roughneck Fire Engine

10. Approve addition of 7013 to the Operations Manual to set standards for keypad entrance to Browns Valley Station #62:

11. BOARD AND STAFF MEMBERS' REPORTS

This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Regular Meeting: September 15, 2014

APPROVED MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present: Biggs, Birney, Gravelle, Kattuah, Kinkle

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of August 18, 2014

Motion to Approve minutes with correction to item 5C—should be “fuel”: Kinkle

Second: Gravelle

Passed unanimous voice vote

Item 4) Accounting

A) Financials: no financials, as no sheets from Yuba County since June, so Accountant Brooks is unable to determine income

B) Warrants: warrant to Director Kattuah for purchase of supplies for annual volunteer barbecue and awards ceremony should have been for \$750, as approved by the Board, instead of \$700. If needed, and additional \$50 warrant will be prepared.

Item 5) Chiefs Report:

A) Chief Webb reported that the Insurance Services Office (ISO) will be here October 28th to perform their evaluation for ratings and the results should be available by January 1, 2015. He explained the ISO looks at the equipment, water sources, training records, inspection records, response times, etc. to make their determination.

B) Chief Webb stated that the estimated budget to repair the Wolf Mountain Lookout was \$40,000 and that Pacific Gas & Electric Company funded a grant in the amount of \$60,000 for the repairs. The Lookout should be in service by next fire season.

C) Further discussion of purchase of 4x4 $\frac{3}{4}$ ton extended cab short bed pickup—the District will consider looking at a used vehicle to save money.

D) Chief Webb stated that there were no issues with renting a bounce house for the annual volunteer barbecue.

Item 6) Amend Administrative Manual (Volunteer/Board Member): It was reported that DC DeSena is strongly against amending the manual to allow Board Members to serve as volunteers in the District, as he's seen this policy cause too many issues

when adopted by other districts. The District's legal counsel was unable to attend tonight's meeting, but may possibly be able to attend the October meeting. Tabled until October.

Item 7) Approve Resolution 2014-03, Volunteer Fire Assistance Program for 2014-2015 Grant to purchase equipment:

Motion to Approve Resolution 2014-03: Gravelle

Second: Birney

Voice Vote: Biggs, Birney, Gravelle, Kattuah, Kinkle—Aye--passed

Item 8) Volunteer's Report:

A) The annual volunteer barbecue and awards will be held October 11th at 12:30pm. Board members are to bring salads/side dishes. Bounce house to be placed on lawn area behind station. It was determined that the District already has paper plates, plastic flatware, tables & chairs.

Item 9) General Manager's Report:

A) Update on the sale of 1985 Roughneck Fire Engine—sold! The engine was delivered to the new buyer by Director Birney. A ten percent (10%) sales commission was paid to Fenton.

Item 10) Addition of Section 7013 to the Operations Manual to set standards for keypad entrance to Browns Valley Station #62—Director Gravelle stated the wording is unnecessarily strict and would prefer the third bullet point to state "Fire fighters are allowed in Station #62 only for official business." GM Poggi will provide a revised copy for the October meeting.

Item 11) Board and Staff Members' Reports—Chief Webb signed the corrected Community Wildfire Protection Plan last Wednesday. Director Kattuah asked when the next JPA meeting will be held—Director Biggs stated it would be Wednesday, September 25th at 7pm at the Dobbins/Oregon House Volunteer Fire Department.

Adjourned 7:34 p.m.

Respectfully Submitted:

Kim Biggs – District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
October 20, 2014

01. MEETING CALL TO ORDER

- A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle
- B) Pledge of Allegiance

02. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

Those wishing to speak must state their name and place of residence to be heard. The Board limits testimony on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

03. Approve Regular Meeting Minutes of September 15, 2014

04. ACCOUNTING

- A) Finances:
- B) Warrants:

05. CHIEF'S REPORT :

06. VOLUNTEER'S REPORT:

07. GENERAL MANAGER'S REPORT:

A) Station 63: Owner/builder = bids = building projects

B) Gas mileage reimbursement for volunteers

08. Approve Addition to By Laws: decision allowing a Volunteer Firefighter also being a Board Director

09. Approve addition of 7013 to the Operations Manual: setting standards for keypad entrance to the Browns Valley Station #62.

10. Approve annual renewal proposal for insurance policy:

Approve addition of new coverage for insurance policy: volunteers and paid employee accident
Insurance

11. Approve District MOU to County: memorializing the existing relationship between Yuba County and various foothill districts on emergency dispatch services

12. Discussion on Station #63: owner contractor and local bids

13. BOARD AND STAFF MEMBERS' REPORTS

This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Regular Meeting: October 20, 2014

APPROVED MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present: Biggs, Gravelle, Kattuah, Kinkle Absent: Birney (Excused)

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Financials: no financials, as no sheets from Yuba County since June, so Accountant Brooks is unable to determine income

B) Cal Fire Division Chief DeSena reported that fire season is still open—and probably will be for another 30 days. Cal Fire has authorized keeping two engines staffed in the unit due to the drought.

B)

Item 7) General Manager's Report:

A) Discussed gas mileage reimbursement for volunteers: was assumed the stipend call fee covers mileage reimbursement—Chief DeSena to contact Higgins to see if they have a policy in place.

Item 8) Decision to allow/not allow Volunteer Firefighter to also be a Board Member: Legal counsel could not attend tonight's meeting; but reiterated his previous statements that it's not a good idea. Director Gravelle stated that there needs to be a policy in place. Chief DeSena recommended the Board make a policy that a Volunteer can not be on the Board, as in his experience, it leads to issues. Accountant Brooks stated she would have to report his stipend.

Director Kinkle made a motion to amend the ByLaws to state that Board Members can not be Volunteer Firefighters, and Volunteer Firefighters can not be Board Members. Second: Biggs

Voice Vote: Biggs, Kattuah, Kinkle—Aye Gravelle—Nay Birney—
Absent

Motion passed

GM Poggi to prepare a draft of the amendment for the November meeting.

Item 9) Approve addition of 7013 to the Operations Manual regarding keypad entrance to the Browns Valley Station 62: Director Gravelle had additional concerns and felt the policy should encompass both stations—he will provide a draft of the revised policy at the November meeting.

Item 10) Review and approve annual renewal proposal for insurance policy from ISU Insurance Services, Atwood Agency:

Motion made by Kinkle to approve the annual renewal; Second: Gravelle

Voice Vote: Biggs, Gravelle, Kattuah, Kinkle—Aye Absent: Birney
Motion passed

Review and approve addition of new coverage for insurance policy to cover volunteers and paid employee business auto accidents (non-owned auto liability)

Motion made by Gravelle to accept the new coverage; Second: Kinkle

Voice Vote: Biggs, Gravelle, Kattuah, Kinkle—Aye Absent: Birney
Motion passed

Item 11) Approve District MOU to Yuba County re dispatch services—the MOU was reviewed and approved by the District’s legal counsel to satisfy the County’s request to have a document that would memorialize the agreement between the District and the County.

Motion to Approve MOU: Kinkle Second: Gravelle
Passed unanimous voice vote

Item 12) Discussion on Station 63—see 7A above

Item 13) Board and Staff Members’ Reports—Director Biggs thanked everyone who helped set up, prepare the food and clean up after the annual volunteer barbecue. Director Gravelle asked that the volunteers be reminded (per Operations Manual) that the District will reimburse for flu shots and TB screening tests. GM Poggi thanked DC DeSena for attending the meeting.

Adjourned 8:10 p.m.

Respectfully Submitted:

Kim Biggs – District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
November 17, 2014

1. MEETING CALL TO ORDER

- A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle
- B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

Those wishing to speak must state their name and place of residence to be heard. The Board limits testimony

on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. MINUTES

- Approve Regular Meeting Minutes of October 20, 2014

4. ACCOUNTING

- A) Finances:
- B) Warrants:

5. CHIEF'S REPORT:

6. VOLUNTEER'S REPORT:

7. GENERAL MANAGER'S REPORT:

8. APPROVE: ADDITION TO BY LAWS, ARTICLE III, OFFICERS AND DUTIES

A Board Director is not authorized to be a Volunteer Firefighter

Page 1 of 2

9. APPROVE: ADDITION OF 7004.1 TO OPERATIONS MANUAL, PERSONNEL MANAGEMENT POLICIES

A Volunteer is not authorized to be Board Director

10. APPROVE ADDITION OF 7013: SECURITY AND ACCESS TO DISTRICT FIRE STATIONS

11. VOTE: DIABLO PROPERTIES LP

Diablo Properties does not desire to pay the P G & E bills for Fargo Hill II development. It is their request that the Loma Rica CDS assume only the pond expenses going forward.

12. APPROVE REVISED MOU TO COUNTY

Yuba County OES would like for the two words "obligations and" removed from the MOU

13. APPROVE UPDATED PAGES OF SECTION 0202 AND APENDEX E OF THE ADMINISTRATIVE MANUAL

Update to Conflict of Interest Code provided by County to replace outdated version

14. BOARD MEMBER POSITIONS / JPA POSITIONS 2014: Nominations, motions and voice vote for:

- A) Chairman
- B) Vice Chairman
- C) JPA representative
- D) JPA alternate representative

15. REGULAR DECEMBER 15, 2014 BOARD MEETING: Vote to cancel

16. BOARD AND STAFF MEMBERS' REPORTS

This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agenda.

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Item 2) Public Communications: None

Item 3) Approve Minutes:

Motion to Approve minutes with correction and clarification to 5A—"CaFire" should be "CalFire" and note that "here" means in the Unit, not specifically Loma Rica/Browns Valley: Kinkle Second: Gravelle

A)Financials: no financials

A)Chief Webb reported the ISO inspection took place last month—it was a short meeting. A concern is the lack of a water system.

C)The Amador Contract is scheduled to begin December 8, 2014; the date is flexible due to weather

E)Engine 61B is at Burton's to replace the damaged door (claim was approved by State for reimbursement to the District for the cost of repairs).

Item 6) Volunteer's Report:

Item 8) Approve Addition to By Laws. Article III, Officers and Duties to state that a Board Member is not authorized to be a Volunteer Firefighter.

Motion: Birney Second: Kinkle

Passed unanimous voice vote
Item 10) Approve Addition of 7013: Security and Access to District Fire Stations
Motion made by Birney to add—as amended in meeting--Section 7013:
Security and Access to District Facilities Second: Kinkle

Passed unanimous voice vote
Item 12) Approve Revised MOU to Yuba County (revision reviewed and approved by
District's legal counsel)
Motion made by Birney to remove “obligations and” from the opening paragraph of
the MOU; Second: Gravel

Passed unanimous voice vote—tabled for January 2015 meeting
Item 14) Board Member Positions/JPA Positions 2015:
Cathy Kattuah voted in as Chairperson by unanimous voice vote
Kim Biggs voted in as Vice Chairperson by unanimous voice vote
Kim Biggs voted in as JPA Representative by unanimous voice vote
Les Kinkle voted in as JPA Alternate by unanimous voice vote
Motion to cancel said meeting: Birney Second: Gravelle

A) Chief Webb made a request for the Board to sponsor one person for the residents
program (District would cover Comp Insurance)—this person would be at the
District station and the maintenance shop in Nevada County the rest of the time. He
explained it would benefit the District to have an extra person to perform pump
testing and other compliance inspections. The District pays up to \$1,000 for
training for residency period with no hourly waged paid. Chief Webb to draft a
proposal for the Board to review.

SPECIAL BOARD MEETING AGENDA
June 4, 2014

1. MEETING CALL TO ORDER

- A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle
- B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

Those wishing to speak must state their name and place of residence to be heard. The Board limits testimony

on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. A) Response letter to OES in reference to MOU

Review: Discuss: Vote:

SPECIAL BOARD MEETING AGENDA
November 24, 2014

1. MEETING CALL TO ORDER

A) Roll Call: Biggs, Birney, Gravelle, Kattuah, Kinkle

B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

Any person may speak on any subject or matter of concern, provided the subject or matter is within the jurisdiction of the Board of Directors for Loma Rica/Browns Valley CSD and is not already on the agenda.

Those wishing to speak must state their name and place of residence to be heard. The Board limits testimony

on such matters to 5 minutes per person but not more than 15 minutes total on a particular topic. The entire

Public Communications section shall be limited to a total of 20 minutes unless the Chairman, subject to Board approval, sets different time limits.

Note: No Board action can be taken on comments made under this heading.

3. DISCUSS AND VOTE: Purchase of a surplus fire engine

A segment of time will be open during each Agenda Item for Public Comment / Testimony

Special Meeting: November 24, 2014
APPROVED MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present: Biggs, Birney, Gravelle, Kattuah Absent: Kinkle (excused)

A) Minutes Chief Webb made a presentation to request permission to complete an application to California OES to purchase a surplus engine for approximately \$55,000—fully equipped other than radios. Said engine only has a 3-person cab, so does not fit into Cal OES's mission. It was noted that there are no SCBA's. It was previously used in urban search and rescue, so also has additional equipment, including a rope supply. Chief DeSena said the engine would be rentable by CalFire. Director Gravelle questioned if this purchase would take away funds from other needs and asked if we have enough volunteers to utilize it?

Director Birney made a motion to proceed with the application process and allocate \$60,000 (\$55,000 vehicle purchase + license, misc fees) pending approval of the application by Cal OES to purchase the new engine and hold off on the purchase of a utility truck at this time.

Second: Gravelle

Voice Vote: Biggs, Birney, Gravelle, Kattuah – Aye Absent: Kinkle

Motion passed