



# LOMA RICA/BROWNS VALLEY

## COMMUNITY SERVICES DISTRICT

11485 Loma Rica Rd  
Marysville, CA. 95901  
530-741.0755  
[www.lrbvfire.org](http://www.lrbvfire.org)  
[lrbvcsd@lrbvfire.org](mailto:lrbvcsd@lrbvfire.org)

### MINUTES FEBRUARY 19, 2024

**1. MEETING CALL TO ORDER (7:01PM):**

Present: Biggs, High, Kattuah

Absent: Kinkle, Yarborough

**2. PUBLIC COMMUNICATION:** None

**3. APPROVE MINUTES:**

- A. January 15, 2024 Regular Meeting: Unable to proceed as only two attending board members tonight were present at the January 15, 2024 meeting. Tabled for March.

**4. ACCOUNTING:**

- A. Finances: The first installment of assessment income has been disbursed from fees collected by Yuba County.
- B. Warrants: no discussion

**5. CHIEF'S REPORT (BC Justin Hartman):**

- A. Captain White is assigned to the District and will be at the station Sundays, Mondays, and Tuesdays.
- B. There were 40 calls in January, and 33 month to date in February.
- C. The motor replacement on Engine 61 is going well.
- D. Chief Hartman is working with a new company on the pop up and now has proofs to review
- E. Ladder testing was completed—this was done in conjunction with the State inspection.
- F. Chief Hartman recommended the District join the Yuba-Sutter Hazardous Materials Response Team (at a cost of \$150/member). The District would need to amend the current Amador contract with CalFire, and since this would be a new, additional service, Measure K funds could be used.
- G. CalFire is reviewing the Amador contracts and is considering billing for five months once the current contract expires, due to the lengthening of fire season, and therefore a shorter Amador Contract period.
- H. Ordered items are still arriving that were purchased from the YWA grant (radio equipment).
- I. GM Shields and Captain Damon are working on obtaining Knoxboxes to allow fire department access to private security gates.
- J. Chief Hartman stated the CalFire policy on significant incidents is for the Battalion Chief to write the report which is sent to the executive chiefs, which will then be forwarded to the General Manager.
- K. The contract for mechanic repairs with the City of Marysville has not yet been signed by the City.
- L. CalFire currently does not have a date for the end of this Amador Contract period.
- M. Chief Hartman informed the Board there is currently a 39 month wait from ordering a new apparatus until delivery, so the Board should review any upcoming equipment replacement (or addition) with that in mind. The new engine is supposed to arrive this month for buildout, and delivery to the District in October.

**6. GENERAL MANAGER'S REPORT:**

- A. GM Shields is working with the County Auditor-Controller's office on a test run of the County's new warrant system
- B. The District's accountancy firm, Crippen & Associates, has merged with regional CPA firm ATLAS CPAs & Advisors, and future warrants will be payable to ATLAS
- C. GM Shields is researching to find a new auditing firm, since Jensen-Smith will no longer provide this service

**7. VOLUNTEER'S REPORT: NONE**



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### 8. DIRECT ASSESSMENT COMMITTEE:

- A. Legal counsel has advised an increase in assessments would fall under Proposition 218 rules and would not be a ballot measure through the County Elections Office. Contacting other agencies that have gone through this process for additional information, names of consulting firms used, etc.
- B. The District received a proposal from Bartle Wells Associates for professional consulting services to develop and engineer's report for the purpose of levying assessments, not to exceed \$44,000. Committee member Kattuah to contact Smart Marketing and legal council to determine if there are any alternative companies that offer these services.

### 9. DISCUSS: UPDATING SIGNAGE

Motion by High to purchase new 4x6 signs (4 total—2 will be reflective) to replace the District's signs at Loma Rica Road and Marysville Road, not to exceed \$3,000, excluding new frames supplied by another; Second by Biggs

Roll call Voice Vote

Biggs, High, Kattuah – AYE

Absent: Kinkle, Yarborough

### 10. DISCUSS AND APPROVE APPLYING FOR VARIOUS COST-SHARING GRANTS FOR THE 2024-2025 SEASON:

Motion by High to apply for the FEMA Assistance to FireFighters Grant, to purchase a 2-axle technical type water tender ; Second by Biggs

Biggs, High, Kattuah – AYE

Absent: Kinkle, Yarborough

Motion carried

### 11. BOARD AND STAFF MEMBER REPORTS:

Director Biggs informed the Board of the next JPA meeting, to be held Wednesday, March 27, 2024 at 7pm at Smartsville's new administrative building—the old Rose Park school building.

**MEETING ADJOURNED 7:47 pm**

Respectfully submitted

Kim Biggs—Vice Chair