



LOMA RICA/BROWNS VALLEY

COMMUNITY SERVICES DISTRICT

11485 Loma Rica Rd
Marysville, CA 95901
530-741.0755
www.lrbvfire.org
lrbvcsd@lrbvfire.org

AGENDA

This meeting will be at 7:00pm at the Loma Rica Bi-Agency Fire Station
11485 Loma Rica Road Loma Rica, CA. 95901

This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board in accordance with the Ralph M. Brown Act. All supporting documents are available, upon request, beginning at 6:30 pm the date of the meeting

DATE: September 15, 2025

1. A) Roll Call: Biggs, High, Kattuah, McGahan, Yarborough
- 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. APPROVE MINUTES: August 18, 2025 meeting
4. ACCOUNTING: Finances
Warrants
5. CHIEF'S REPORT:
6. VOLUNTEER REPORT:
7. GENERAL MANAGERS REPORT:

OLD BUSINESS:

8. DISCUSS: Roadside signage
9. DISCUSS: Mitigation Study
10. DISCUSS: Selling 2LR03 (old EG2)

11. DISCUSS: Purchase of new equipment

12. DISCUSS AND APPROVE: Letter to Public Works (cc to John Messick and CDA Director Jeremy Strang)

NEW BUSINESS:

13. DISCUSS: ISO rating outcome.

14. FIVE YEAR PLAN AD HOC COMMITTEE:

15. BOARD AND STAFF MEMBER REPORT:

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

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

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. If you have a disability-related modification or accommodations to participate in this meeting, please contact the district office at (530)741-0755 no later than 24 hours prior to the start of the meeting.

Board Packet: Available 30 minutes before beginning of this meeting:

-Agenda

-Draft Minutes

-Mitigation Study proposal

-Letter to Public Works, Jon Messick, Jeremy Strang



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DRAFT MINUTES AUGUST 18, 2025

1. **MEETING CALL TO ORDER (7:02 PM):**
Present: Biggs, High, Kattuah, McGahan, Yarborough
 2. **PUBLIC COMMUNICATIONS:** Two members of the public were present.
 3. **APPROVE MINUTES:**
 - A. July 21, 2025 Regular Meeting: Motion by High to Approve the Minutes; Second by Yarborough
Biggs, High, Kattuah, McGahan, Yarborough—AYE
Motion carried
 4. **ACCOUNTING:**
 - A. Discuss the Approved Proposed Fiscal Year 2025-2026 Budget
 - 1) Discussion opened to the public at 7:08 PM
 - 2) Discussion closed at 7:09 PM
 - 3) Motion for Final Approval of the Fiscal Year 2025-2026 Budget made by High; Second by Yarborough
Roll call voice vote
Biggs, High, Kattuah, McGahan, Yarborough – AYE
Motion carried
 5. **CHIEF'S REPORT**
(Chief Brian Skehan):
 - A. Month-to-date calls for August: 57 total calls, which included 38 for medical assistance, 10 vegetation fires, 1 structure fire, 1 vehicle fire, with the balance for public assistance, hazardous conditions, plus 3 false alarms
 - B. Engine 63 was rented by the State for 10 days
 - C. Chief Skehan will be meeting with a representative from ISO for their survey, which is used by some insurance agencies—the District is currently rated 5 by ISO.
 - D. Replacement Engine 61 has an anticipated delivery date of January 2027. Chief Skehan advised the Board that the industry is looking at 4 year delivery dates from time of order, and to keep this in mind in the schedule to replace aging equipment.
 - E. Engine 62 is scheduled to have repairs completed by tomorrow
 - F. Mandatory school inspections to start next month, per SB 1205.
 6. **VOLUNTEER'S REPORT:** None
 7. **GENERAL MANAGER'S REPORT:**
 - A. The Benefit Assessment has been completed and submitted to the County
 - B. Matt Smith is currently working on the audit for Fiscal Years 2019-2020 and 2020-2021
- OLD BUSINESS**
8. **DISCUSS AND APPROVE:** Increasing travel allowance for GM Shields to attend the CSDA Secretary/Clerk Training Conference
 - A. Motion by McGahan to Approve the travel allowance for GM Shields to attend the CSDA Secretary/Clerk training conference, not to exceed \$2,500; Second by High
Roll call voice vote
Biggs, High, Kattuah, McGahan, Yarborough – AYE
Motion carried



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19. DISCUSS: COUNTY FIREWORK ORDINANCE—no discussion

20. DISCUSS: DRAFT LETTER TO YUBA COUNTY BOARD OF SUPERVISORS CONCERNING TREE TRIMMING ON MARYSVILLE ROAD, BIG OAK LANE, AND PENNY WAY, ETC.—no action taken

21. FIVE YEAR PLAN AD HOC COMMITTEE

A. Directors High and Yarborough volunteered to once again work on the District's Five Year Plan, with Chief Skehan

22. BOARD AND STAFF MEMBER REPORTS:

A. Director McGahan requested that someone from the appropriate agency contact the owner of the Loma Rica Market (former Gold Eagle Market) regarding when to display the Red Flag Warning feathered flags, as the flag is left out on days when there is not a red flag warning. (Is this one of the feathered flags provided by the Yuba Watershed Protection and Fire Safe Council?)

MEETING ADJOURNED 8:54 PM

Respectfully submitted
Kim Biggs – Vice Chair

Loma Rica/Browns Valley Community Svc District
Statement of Revenues and Expenses -- All Funds

July 2025 through June 2026

	General Fund	TOTAL
Ordinary Income/Expense		
Expense		
6040 · Volunteer reimbursements	740.00	740.00
6060 · Professional fees		
6062 · Legal	1,626.00	1,626.00
Total 6060 · Professional fees	1,626.00	1,626.00
6110 · Fire station expenses		
6113 · Utilities	1,193.57	1,193.57
6114 · Maintenance	1,734.52	1,734.52
6116 · Supplies - Fire Station	270.61	270.61
Total 6110 · Fire station expenses	3,198.70	3,198.70
6200 · Office expense	98.12	98.12
6510 · Equipment maintenance	252.33	252.33
6520 · Equipment purchases	823.20	823.20
Total Expense	6,738.35	6,738.35
Net Ordinary Income	-6,738.35	-6,738.35
Net Income	-6,738.35	-6,738.35

For Management Use Only.

Loma Rica/Browns Valley Community Svc District Combined Balance Sheets--All Funds

As of September 11, 2025

	Sep 11, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 · Unrestricted cash	2,449,852.50
1030 · Petty Cash Checking	3,935.59
1050 · Restricted Cash/Mitigation	25,390.72
1070 · Measure K Funds	83,023.32
Total Checking/Savings	<u>2,562,202.13</u>
Total Current Assets	2,562,202.13
Fixed Assets	
1500 · Building	8,744.38
1510 · Building--Mitigation	217,178.45
1520 · Work In Progress	824,141.76
1600 · Equipment	1,284,966.52
1610 · Equipment--Mitigation	212,121.50
1640 · Vehicles	511,903.72
1650 · Vehicles--Mitigation	776,844.31
1660 · Donated Assets	15,000.00
1690 · Accumulated Depreciation	-1,386,083.34
1700 · Land	175,736.02
Total Fixed Assets	<u>2,640,553.32</u>
TOTAL ASSETS	<u>5,202,755.45</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	-351.00
2000 · Accounts Payable	-351.00
Total Accounts Payable	<u>-351.00</u>
Other Current Liabilities	
2100 · Payroll Liabilities	-1,346.76
Total Other Current Liabilities	<u>-1,346.76</u>
Total Current Liabilities	-1,697.76
Total Liabilities	-1,697.76
Equity	
3900 · Unrestricted Fund	4,196,416.79
3920 · Restricted Fund	128,166.19
3950 · Fixed Asset Fund	870,988.49
Net Income	8,881.74
Total Equity	<u>5,204,453.21</u>
TOTAL LIABILITIES & EQUITY	<u>5,202,755.45</u>

Loma Rica/Browns Valley Community Svc District

9/11/2025 12:34 PM

Register: 1030 · Petty Cash Checking

From 08/20/2025 through 09/18/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/20/2025	AUTO	Quickbooks	6200 · Office expense	Payroll subscri...	56.50	X		7,121.72
08/21/2025	EFT	PG&E	6113 · Utilities	Station 63 Elec...	74.94			7,046.78
08/22/2025			6200 · Office expense	Service Charge	5.95	X		7,040.83
08/24/2025	ATM	Cascade Fire Equipm...	1600 · Equipment		427.69	X		6,613.14
08/25/2025	ATM	Down Range	6500 · Operating suppl...	L. Meta long sl...	454.90	X		6,158.24
08/25/2025	ATM	Streamline	6200 · Office expense	Set up fee for ...	500.00	X		5,658.24
08/25/2025	EFT	PG&E	6113 · Utilities	Station 62 Elec...	10.52	X		5,647.72
09/02/2025	Atm	Vivint Alarm	6113 · Utilities	alarm service st...	52.14			5,595.58
09/02/2025	Atm	Vivint Alarm	6113 · Utilities	alarm service st...	52.14			5,543.44
09/02/2025	EFT	Solution Pest Service	6114 · Maintenance	Station 63 Pest ...	47.00			5,496.44
09/02/2025	EFT	Solution Pest Service	6114 · Maintenance	Station 61 Pest ...	84.00			5,412.44
09/05/2025	ATM	House of Rags	6116 · Supplies - Fire ...	Cleaning suppli...	362.10			5,050.34
09/09/2025	EFT	Hust Brothers	6114 · Maintenance	Headlights for ...	848.52			4,201.82
09/09/2025	EFT	Rich, Fudge, Bordse...	6062 · Legal	Legal Retainer ...	250.00			3,951.82
09/11/2025	ATM	Down Range	6500 · Operating suppl...	embroidery for ...	16.23			3,935.59
09/15/2025		Loma Rica Browns ...	1000 · Unrestricted cash				4,155.34	8,090.93

Transaction Date	HDR Invoice Amount	Invoice Description	Vendor Name
MM/DD/YYYY		Max Length 30	Max Length 50
9/15/2025	1286.81	August Payroll	Jamie Shields
9/15/2025	4155.34	Sept Petty Cash	Loma Rica Browns Valley Comm. Service
9/15/2025	2928.00	Webhosting MEMO 2HC94FYG-Streamline	
	8370.15		

LOMA RICA BROWNS VALLEY COMMUNITY SERVICES DISTRICT

SCOPE OF SERVICES FOR: DEVELOPMENT IMPACT FEE STUDY PREPARATION AND ADVISORY SERVICES

SEPTEMBER 10, 2025

Prepared by:



Capitol | PFG

Crafting Optimal Financial Solutions

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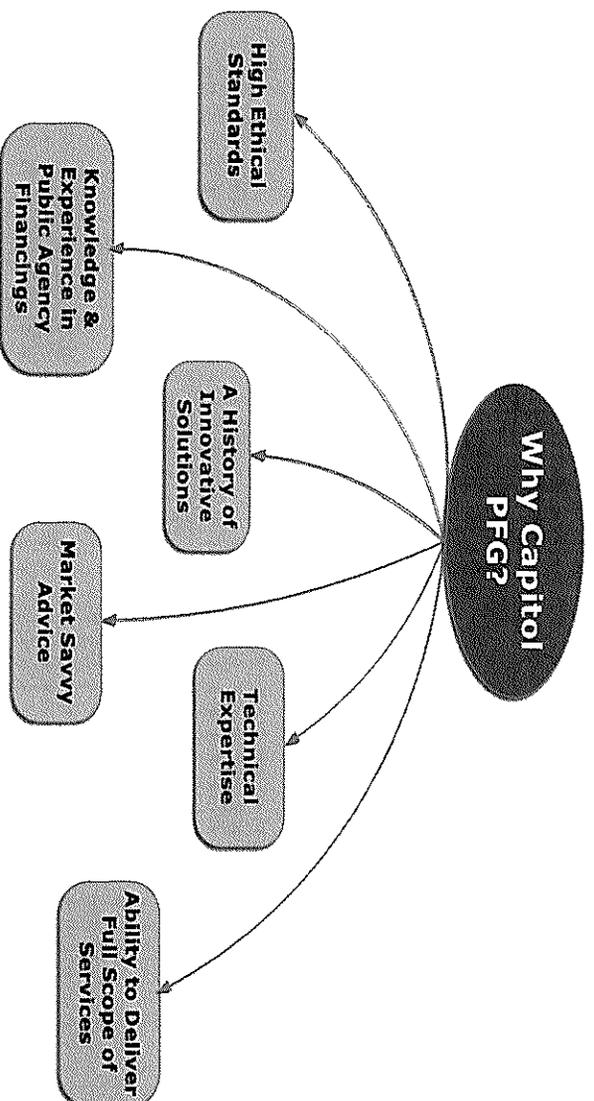
FIRM PROFILE

Capitol Public Finance Group (Capitol PFG) is a full service, independent public financial advisory firm based in Roseville, providing comprehensive consulting services to public agencies in California. We pride ourselves on providing innovative, cost effective, and ethical solutions to all clients. We have a proven track record for providing our clients with an exceptional level of service.

Our services are delivered using a team-based approach. We are client-oriented and deliver our analysis in an effective and understandable manner. Capitol PFG strives for successful interactions with staff, constituents, and other consultants.

Capitol PFG was incorporated in California as a limited liability corporation in February 2005 and was created as a financial advisory firm specializing in public agency finance. Capitol PFG is owned and operated by Jeffrey Small (34 years of public finance experience), Cathleen Dominico (25 years of public finance experience) and Christopher Terry (25 years of public finance experience). The three partners of the firm provide direct consultation to our public agency clients and oversight of all company work product to ensure high quality standards are met.

Our firm is unique in that we represent a wide range of public agency clients. Active clients include fire districts, cities, counties, county offices of education, community college districts, school districts, sewer districts, water districts and community service districts. We have extensive experience with several local agencies in Yuba County.



Services Provided by Capitol PFG

Strategic Consulting Services	
Asset Management	
Bond and Developer Fee Expenditure Tracking	
Bond and Tax Measure Planning and Analysis	
Capital Improvement Financial Planning	
Construction Project Delivery/ Method Selection	
Debt Administration	
Debt/Bond Issuance Committee Formation and Support	
Development Impact Fee Study Preparations	
Development Mitigation	
Facility Master Planning	
Facility Use Fee Study/ Preparation	
Financial Communication Strategies and Presentations	
General Financial Analysis	
Mello-Roos District (CFD) Formation	
Local Agency Reorganization	
Property Tax Analysis	
Redevelopment Analysis	
Renewable Energy and Conservation Project Analysis	
Site Acquisition Negotiations	
State and Federal Grant Funding Identification	

Debt Issuance Services	
Capital Financings: <i>General Obligation Bonds, Certificates of Participation, Revenue Bonds, Special Tax Bonds, Assessment Bonds, Lease-Purchases, USDA Rural Development Loans, etc.</i>	
Cash Flow Financings: <i>Tax and Revenue Anticipation Notes, Bond Anticipation Notes, Grant Anticipation Notes, etc.</i>	
Specialty Energy Financings: <i>Clean Renewable Energy Bonds, Qualified Energy Conservation Bonds, California Energy Commission Loans, etc.</i>	
Debt-Related Services: <i>Bond Pricing, Continuing Disclosure, Best Practices, Refinance Monitoring, etc.</i>	



STAFFING AND PROJECT ORGANIZATION

Quality service and personal relationships are essential in serving our public agency clients. As such, in order to ensure high quality work and service levels, Capitol PFG operates based on a team approach with the principals of the firm taking direct responsibility for review and delivery of client work. This ensures a high level of quality control and aids in the development of long-standing client relationships. The firm's principals, Cathy Dominico, Jeffrey Small and Chris Terry have seamlessly operated in a joint capacity for nearly 25 years. Cathy leads the firm's strategic consulting efforts while Jeffrey leads the firm's financial transactions. Chris provides additional client support on analytical and operational matters. The principals of the firm are supported by Stephanie Bell who is responsible for graphics and presentation.

Jeffrey Small, Esq., General Manager and Municipal Advisor Principal

- Provides debt issuance and strategic consulting services
- Approximately 34 years in public finance and 20 years at Capitol PFG
- Bachelor of Arts Degree from the University of Arizona; Juris Doctor from California Western School of Law
- Registered with the U.S. Securities & Exchange Commission as a Municipal Advisor Representative and Principal (Series 50 and 54 Licenses).
- Attorney and active member of the California Bar Association
- Member, Placer County Conservation Authority Advisory Committee
- Member, Auburn Rotary Club

Cathy Dominico, Managing Partner, Strategic Consulting Services

- Directs strategic consulting services to Capitol PFG clients, including bond and facility planning, comprehensive analytic reports, and communication strategies
- Experience with public agency reorganization efforts including fiscal analysis, tax sharing agreement negotiations and implementation
- Approximately 25 years in public finance and 20 years at Capitol PFG
- Bachelor of Science degree from the University of California, Davis

Chris Terry, Chief Operating Officer and Municipal Advisor Representative

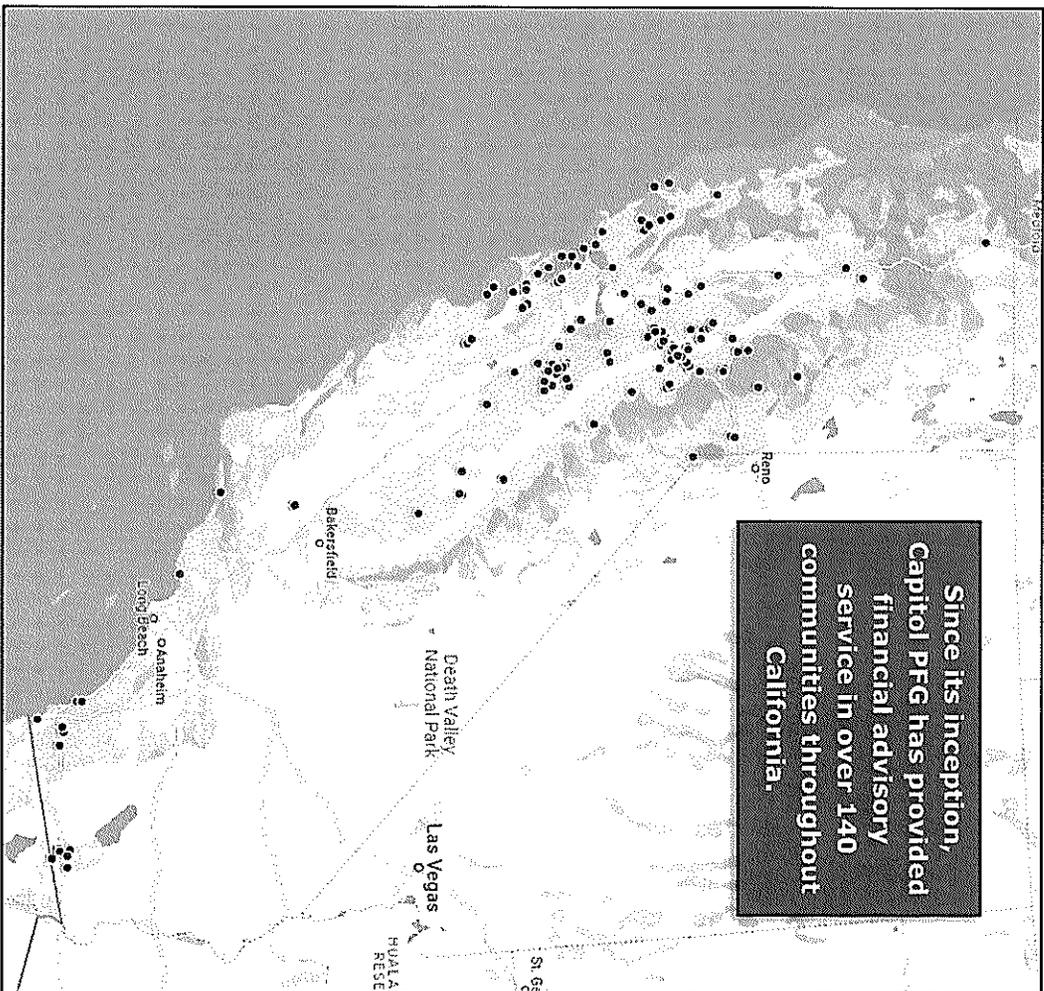
- Provides debt issuance services, analytical support, and administrative services to the firm and its clients
- Approximately 25 years in public finance and 20 years at Capitol PFG
- Bachelor of Science Degree from the University of California, Davis
- Registered with the U.S. Securities & Exchange Commission as a Municipal Advisor Representative (Series 50 License).

Stephanie Bell, Project Specialist

- Office Administration and Project Support
- Preparation of client reports, studies, graphics and presentations
- 17 years at Capitol PFG
- Bachelor of Science program, BYU Idaho



CAPITOL PFG CLIENTS



SCOPE OF SERVICES

Development Impact Fee Study

In order to complete the Development Impact Fee Study requested, the following scope of work is anticipated:

- Evaluate any the capital facilities needs, including stations, apparatus, and equipment of the District;
- Evaluate the current facilities, apparatus and equipment standards based on the current service levels of the existing population base;
- Work with staff to review and evaluate planned facilities, apparatus and equipment needs in order to serve new development;
- Identify a cost basis for facilities, apparatus and equipment needs to be allocated to new development;
- Obtain new development information from the local land use agency;
- Perform calculations to determine the capital cost per new unit of development within the District;
- Produce and distribute Impact Fee Study;
- Incorporate district staff and legal counsel comments into Impact Fee Study; and
- Present findings and results of Study to District's Governing Board, as needed.

Based on the anticipated work plan, staff from the district will provide background data and information to Capitol PFG, will be consulted with at various points throughout the process, and will be asked to provide feedback and comments on the draft Impact Fee Study.

For community services districts, impact fees are justified at the local level. However, a community services district does not have the "police powers" to impose such fees on new development. As such, once impact fees are justified, community services districts must request that the local land use agency, either a city or county, impose the fees on their behalf. For the District, this will be approval by the Yuba County Board of Supervisors, after a public hearing. Capitol PFG can assist the District in coordinating the adoption of impact fees by the County.



FEE STRUCTURE

To complete a Development Impact Fee Study and present the study to the District's Board for approval, Capitol PFG would charge a flat project fee of \$7,500 plus travel time at our hourly rate (see below) and the costs of local newspaper publications, if any, to be billed at the completion of the Study, after the meeting at which the Impact Fee Study is considered for approval by the district's board.

Additional services related to assisting with the Board of Supervisors fee adoption process would be billed at our standard hourly rate of \$250, billed monthly. Capitol PFG does not bill for out-of-pocket expenses such as meals and materials.





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September 15, 2025

Public Works

915 8th Street STE 125
Marysville, CA. 95901

Supervisor Jon Messick

915 8th Street STE 109
Marysville, CA. 95901

CSA Director Jeremy Strang

915 8th Street
Marysville, CA. 95901,

We are writing to formally request the removal of the excessive brush and limbs that are crowding many of our foothill's CSA roads including Marysville Road, Big Oak Lane and Penny Lane. The accumulation of brush on these roads makes it a hazard for us to access these roads with rescue equipment in the event of an emergency.

We appreciate your attention to this matter and look forward to seeing prompt action taken to address our concerns. Feel free to contact Director Gary Yarobrough at 530-218-0974 if you require any more information or would like to discuss this further.

Thank you for your assistance,

Jamie Shields

General Manager

Loma Rica/Browns Valley

Community Services District