

REGULAR BOARD MEETING AGENDA
January 18, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Barajas, Biggs, Kattuah, Stipp
- 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.

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 21, 2009
-

4. ACCOUNTING

- A) Warrants
- B) Financials

- State Money
- Richard Coker Assessment Reimbursement
- Riverview Reimbursement-Deposit \$394.99
- GIS Deposit \$3740.00

5. CHIEF'S REPORT-Capt. Robinson

6. VOLUNTEER FIREFIGHTER'S REPORT

7. GENERAL MANAGER REPORT-Sue Cerf

8. ASSESSMENT CLERK COMPUTER SOFTWARE

A) Discuss purchase of *Access Version 2003* for Assessment Clerk volunteer.

B) Motion; Voice roll call vote

9. KIBBEE STATION-BC Williges

A) Update

B) Initiate board action as deemed necessary

10. DISCUSS STATION 63

A) Discuss Program Changes

B) Discuss soils proposal(s)

C) Discuss DG Granade-Metal Building packet

D) Special Meeting 1-20-2010 2:00pm with Butler/GSA and GRA

E) Any other items that might occur

F) Initiate board action as deemed necessary

11. CORRESPONDENCE

12. 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 agendas

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

Regular Meeting: January 18, 2010

MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present –Barajas, Biggs, Kattuah, Stipp

Excused Absence: Battaglia

B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of December 21, 2009

Motion to Approve: Kattuah Second: Barajas

Passed unanimous voice vote

Item 4) Accounting:

A) Warrants: No discussion at this time.

B) Financials: No discussion at this time.

State Money-The District received a letter from the State of Ca. requesting \$179 of the \$359 Prop 1A Securitization. Monies will be taken out of the property tax funds that Yuba County is holding.

Richard Coker Assessment Reimbursement- Mr. Coker's house is smaller than what Yuba County assessed and is requesting \$16.34 of his assessment refunded. General Manager has already sent a refund check to Mr. Richard Coker.

Riverview Deposit- An item was purchased from Riverview and was returned for a credit. The District never used the credit with them; therefore Riverview refunded \$394.99 to District.

GIS Deposit-The District has received \$3740 of the remaining \$5,000. The District will be receiving the difference at a later date.

Item 5) Chief's Report- No discussion at this time

Item 6) Volunteer Firefighter's Report- No discussion at this time

Item 7) General Manager's Report

The District received letters in regards to two county developments; Fruitland Auto would like to start selling tires and Al Cote on Spring Valley Road is splitting his lot into 3 parcels.

Item 9) Assessment Clerk Computer Software

A) Discuss purchase of Access Version 2003 for Assessment Clerk volunteer- Sil Poggi will be able to get the full package software for \$90.

Motion to approve purchase: Kattuah Second: Barajas

Vote: Barajas, Biggs, Kattuah, Stipp- aye Absent: Battaglia,

Item 10) Kibbe Station- BC Williges Board and Staff Members Report- None

A) Update- Received draft of contract and will be sending to attorney for approval.

B) Initiate Board action as deemed necessary- none at this time

Item 11) Discuss Station 63

A) Discuss program changes- The only item to be changed is to have GRA install alarm system.

B) Discuss Soils report- hold till meeting with GRA on Wed Jan. 20, 2010

C) Discuss DG Granada-Metal Building packet-District received a letter from DG Granada informing District of interest in Station 63.

D) Special Meeting 1-20-2010 2:00pm with Butler/GSA and GRA-no discussion at this time

E) Any other items that might occur- none at this time

F) Initiate board action as deemed necessary -none at this time

Item 12) Correspondence- none at this time

Item 13) Board and Staff members report- none at this time

Adjourned 8:08 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
February 15, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Barajas, Biggs, Kattuah, Stipp
- 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 January 18, 2010
- Approve Special Meeting Minutes of January 20, 2010

4. ACCOUNTING

- A) Warrants
- B) Financials

5. CHIEF'S REPORT-Chief Williges

6. VOLUNTEER FIREFIGHTER'S REPORT

7. GENERAL MANAGER REPORT-Sue Cerf

- TPM2008-0012 (Mehalakis) Township project
- Conflict of Interest Form 700
- 5 year plan

8. KIBBEE STATION-Chief Williges

- A) Update
- B) Initiate board action as deemed necessary

9. DISCUSS STATION 63

- A) Continuing discussion regarding the building of Station 63.
- B) Initiate board action as deemed necessary

10. CORRESPONDENCE

11. BOARD AND STAFF MEMBERS' REPORTS

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

Regular Meeting: February 15, 2010

MINUTES

Item 1) Meeting Call To Order:

- A) Roll Call: Present – Battaglia, Biggs, Kattuah, Stipp
Absent: Barajas
- B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of January 18, 2010

Motion to Approve: Biggs Second: Kattuah

B) Minutes For Special Meeting of January 20, 2010

Motion to Approve: Kattuah Second: Stipp

Passed unanimous voice vote

Item 4) Accounting:

A) Warrants: No discussion at this time.

B) Financials: No discussion at this time.

Item 5) Chief's Report- The department responded to two fires; one was a chimney fire and the other was a single family residence on Penny Way. Chief Williges will be our administrative battalion chief at least until May.

Item 6) Volunteer Firefighter's Report- No discussion at this time

Item 7) General Manager's Report

A) TPM2008-0012 (Mehalakis) Township project- The project is starting up again. Chief Williges will investigate if there are any changes from the old map to the new one parcel map in regards to the lot split.

B) Conflict of Interest Form 700-Form needs to be submitted to Yuba County by April 1, 2010

C) Five year plan- The District's five-year plan is coming up and needs to be re-done. Sue will work on it and submit to board for review.

Item 8) Kibbee Station

A) Update-Cordua is in acceptance of the Memorandum of Understanding (M.O.U). They have forwarded on to their attorney for review. Once attorney has reviewed all parties involved can move forward with agreement for Kibbe Road Station.

Motion to accept M.O.U.: Kattuah Second: Battaglia Passed unanimous voice vote

Item 9) Discuss Station 63

A) Continue discussion regarding the building of Station 63.

Board discussed sample RFQ template. General Manger Cerf will send to the district's attorney to determine if as CSD, the sample RFQ can be utilized.

B) Initiate Board action as deemed necessary- none at this time

Item 10) Correspondence- none at this time

Item 11) Board and Staff members report- none at this time

Adjourned 8:25 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
March 15, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Barajas, Biggs, Kattuah, Stipp
- 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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Note: No Board action can be taken on comments made under this heading.

3. MINUTES

- Approve Regular Meeting Minutes of February 15, 2010

4. ACCOUNTING

- A) Warrants
- B) Financials

5. CHIEF'S REPORT-Chief Williges

6. VOLUNTEER FIREFIGHTER'S REPORT

7. GENERAL MANAGER REPORT-Sue Cerf

8. 2009/2010 COOPERATIVE CAL FIRE PROTECTION AGREEMENT (AMADOR

CONTRACT)

- A) Discuss
 - B) Adopt Resolution 2010-01 Authorizing Chairperson to Execute
9. KIBBEE STATION-Chief Williges

- A) Update
- B) Initiate board action as deemed necessary

10. DISCUSS STATION 63

- A) Continuing discussion regarding the building of Station 63
- B) Alvarado Consulting to write RFQ.
- C) Initiate board action as deemed necessary

11. CORRESPONDENCE

12. BOARD AND STAFF MEMBERS' REPORTS

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Regular Meeting: March 15, 2010

MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present – Battaglia, Barajas, Biggs, Kattuah, Stipp

B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of February 15, 2010
Motion to Approve: Battaglia Second: Barajas

Passed unanimous voice vote

Item 4) Accounting:

A) Warrants: No discussion at this time.

B) Financials: General Manager Cerf mentioned that the District would need to make an adjustment to budget for account 6520-Equipment purchase.

Item 5) Chief's Report- CalFire is busy preparing for the start of fire season with hiring on personnel and staff getting required physicals completed. Chief Williges announced that the unit has accepted his request for transfer to Battalion 16. He will be splitting his time between LRBV District and Marysville at least until July 2010.

Item 6) Volunteer Firefighter's Report- No discussion at this time

Item 7) General Manager's Report

General Manager Cerf reported that High Sierra paid the final \$1260. It was also reported that the soils report is ready for Board members to look at.

Item 8) 2009/2010 Cooperative Cal Fire Protection Agreement (Amador Contract)

A) Board discussed the Amador Contract

B) Motion to adopt Resolution 2010-01 Authorizing Chairperson to execute:
Barajas.

Second: Biggs

Motion to accept M.O.U.: Kattuah Second: Battaglia Passed unanimous voice vote

Item 9) Kibbee Station

A) Update-Chief Williges will get M.O.U. completed. The District will need to get apparatus down to the Kibbee Road Station and the cooperative district will be ready to go.

Item 10) Discuss Station 63

A) Continue discussion regarding the building of Station 63.

The preliminary site plan for station 63 is ready. Chief Williges is concerned with grade and ability to drive vehicles around building and pull through.

B) Alvarado consulting to write RFQ

Richard Alvarado will take approximately 10 hours to write the RFQ.

Motion to hire Alvarado Consulting to write RFQ: Kattuah Second: Barajas

Vote: Barajas, Battaglia, Biggs, Kattuah, Stipp- aye

Item 11) Correspondence- none at this time

Item 12) Board and Staff members' report- none at this time

Adjourned 8:15 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Cha

REGULAR BOARD MEETING AGENDA
April 19, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Barajas, Biggs, Kattuah, Stipp
- 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 March 15, 2010
- Approve Special Meeting Minutes of April 5, 2010
-

4. ACCOUNTING

- A) Warrants
- B) Financials

5. 2008-2009 AUDIT

- A) Discuss Audit
- B) Motion to Approve Audit
- C) Initiate board action as deemed necessary

6. CHIEF'S REPORT-Chief Williges

7. VOLUNTEER FIREFIGHTER'S REPORT- D. Lopez

8. GENERAL MANAGER REPORT-Sue Cerf

9. KIBBEE STATION MAILING

A) Status of MOU

B) Discuss Newsletter or postcard mailing

C) Set monetary amount

D) Initiate board action as deemed necessary-Voice Vote

10. DISCUSS STATION 63

A) Kick off schedule

B) RFQ-Status

C) Building Design

D) PGE Application

E) Continuing discussion regarding the building of Station 63

F) Initiate board action as deemed necessary

11. RESOLUTION 2010-02: AUTHORIZING THE DISTRICT GENERAL
MANAGER TO REPRESENT AND ACT AS PROJECT MANAGER FOR THE
DISTRICT REGARDING

THE CONSTRUCTION OF FIRE STATION #63

A) Discuss

B) Initiate board action as deemed necessary

12. CORRESPONDENCE

13. BOARD AND STAFF MEMBERS' REPORTS

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Regular Meeting: April 19, 2010

MINUTES

Item 1) Meeting Call To Order:

- A) Roll Call: Present –Battaglia, Biggs, Kattuah, Stipp
Absent: Barajas
- B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Approve Minutes:

- A) Minutes For Regular Meeting of March 15, 2010
Motion to Approve: Kattuah Second: Battaglia
- B) Minutes For Special Meeting of April 5, 2010
Motion to Approve: Kattuah Second: Biggs

Passed unanimous voice vote

Item 4) Accounting:

- A) Warrants: The payment to Stanley Convergent Security Solutions, Inc. is for the alarm system at Station 62 for six months. No other discussion.
- B) Financials: It was discussed that the amount in account 6400- Public Relations was for the newsletter. General Manager Cerf informed board the 2010-2011 budget will be drafted in June, instead of May, and then will be finalized in July due to the need to use the May meeting to focus on the RFQs for Station 63.

Item 5) 2008-2009 Audit

- A) Discuss audit-Accountant Brooks will need to do some research for adjusting journal entries audit item #2. She is uncertain why they would suggest this entry.
- B) Motion to approve audit will be held over to May meeting.
- C) Initiate Board action- none at this time.

Item 6) Chief's report- Calls to date that Cal Fire has responded to are 2 vegetation fires, 4 structure fires 100 medical assist, 2 hazmat, 3 public assist and 13 other. Chief Williges and Capt Steve Robinson will be meeting with Mike from GRA to discuss some minor changes to Station 63. Capt. Robinson informed board that all equipment has been serviced except for Engine 63 and attack vehicle which still need maintenance. The District will only have 9 volunteers by this June.

Item 7) Volunteer Firefighter's Report- D. Lopez
None at this time.

Item 8) General Manager Report- Sue Cerf
The board will need to take a look at and update the following items beginning in June 2010: a new 5 year plan, review 2009-2010 budget and create a new budget for 2010-2011.

Item 9) Kibbee Station Mailing

A) Status of MOU- the MOU was signed by Marysville and Cordua. Chief Williges will be taking it to District 10 next to be approved and signed.

B) Discuss Newsletter or postcard mailing- Board decided mail out postcards to residents that will benefit from Kibbee Station. Once an engine is stationed at the Kibbee Road Station, postcards will then be mailed out.

C) Motion to set \$350 to be used to mail out postcards: Battaglia Second: Biggs
Vote: Battaglia, Biggs, Kattuah, Stipp-aye

Item 10) Discuss Station 63

A) Kick off schedule- no discussion

B) RFQ Status- Director Biggs noted the address stated Loma Rica when the address is Browns Valley. General Manager Cerf will make the change. General Manager Cerf has already received a few phone calls in regards to RFQ.

C) Building Design- The only change will be that at the side of the engines bays, there will not be an enclosed area with chain link fence.

D) PGE application-Tony Baker with Cap City will be handling the application.

E) Continue discussion regarding the building of Station 63-none

F) Initiate board action as deemed necessary-none

Item 11) Resolution 2010-02: Authorize the District General Manager to represent and act as project manager for the district regarding the construction of Fire Station #63

A) Discuss-Board discussed resolution 2010-02 with changes that resolution shall state the General Manager shall receive additional monthly compensation at commencement of Station 63 and shall continue until District Board acceptance of Station 63.

B) Motion to Approve: Kattuah Second: Battaglia

Vote: Battaglia, Biggs, Kattuah, Stipp

Item 11) Correspondence-None

Item 12) Board and Staff Members Report- None

Adjourned 8:22 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
May 17, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Barajas, Biggs, Kattuah, Stipp
- B) Pledge of Allegiance

2. PUBLIC COMMUNICATIONS

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3. CLOSED SESSION-PERSONNEL MATTERS

4. MINUTES

- A) Approve Regular Meeting Minutes of April 19, 2010

5. ACCOUNTING

- A) Warrants
- B) Financials

6. JOINT POWERS AUTHORITY (JPA) MEMBER

7. 2008-2009 AUDIT

- A) Discuss Audit
- B) Motion to Approve Audit
- C) Initiate board action as deemed necessary

8. CHIEF'S REPORT-Chief Williges

9. DISCUSS STATION 63

A) Resolution waiving Fire Fee for Construction

B) Mowing-authorize dollar amount

C) Discuss, score, and pick 3 construction firms for Qualification

D) Authorize Richard to write Request for Proposals (RFP)

E) Well and Water Sample

F) Continuing discussion regarding the building of Station 63

G) Initiate board action as deemed necessary-Monetary value voice vote

10. CORRESPONDENCE

11. BOARD AND STAFF MEMBERS' REPORTS

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Regular Meeting: May 17, 2010

MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present –Battaglia, Biggs, Kattuah, Stipp

Absent: Barajas

B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Closed Session

Chairperson Stipp closed the meeting at 7:34 pm. Chairperson Stipp re-open the meeting at 7:40pm and announced that a motion was made to remove Director

Harry Barajas from the Board. Motion made by Sheila Battaglia and was seconded by Kim Biggs. Motion was passed by unanimous vote.

Item 4) Approve Minutes:

A) Minutes For Regular Meeting of April 19, 2010
Motion to Approve: Biggs Second: Battaglia

Passed unanimous voice vote

Item 5) Accounting:

A) Warrants: General Manager Cerf added a warrant payable to GRA for \$10,393.64 for 90% of the contract. No other discussion.

B) Financials: The district has received \$129,000 from direct assessments and \$3,880 in interest.

Item 6) Joint Powers Authority (JPA) Member: Kim Biggs to primary member for JPA

Item 7) 2008-2009 Audit

A) Discuss audit-Accountant Brooks gave approval for the recommended adjusting journal entries from Jensen Smith with the exception of AJE#3. Accountant Brooks will talk with Lisette Hutchens from Jensen Smith before June meeting.

B) Motion to approve audit will be held over to June meeting.

C) Initiate Board action- none at this time.

Item 8) Chief's report- Chief Williges informed board that Cordua district's attorney did not like the MOU and is now in a holding pattern. Chief will let us know when there is more information available. Currently progress on the Kibbe Road Station is at a stand still.

Item 9) Discuss Station 63

A) Resolution waiving Fire Fee for construction:
Motion to accept Resolution2010-03: Kattuah Second: Battaglia
Vote: Battaglia, Biggs, Kattuah, Stipp-aye

B) Mowing Authorization- no motion

C) Discuss, score and pick 3 construction firms for qualification: Board discussed and decided upon 6 firms for qualification.

D) Authorize Richard Alvarado to write Request for Proposal
Motion to authorize: Kattuah Second: Biggs
Vote: Battaglia, Biggs, Kattuah, Stipp-aye

E) Well and Water Sample: Well and septic will need to be completed by the District. Board authorized General Manager Cerf to contact companies for drilling well for bids.

F) Continue discussion regarding the building of Station 63-The district will need to have an Inspector of Record during the construction of Station 63.

G) Initiate board action as deemed necessary-none

Item 10) Correspondence-None

Item 11) Board and Staff Members Report- None

Adjourned 8:56 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
June 21, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Biggs, Kattuah, Stipp
- 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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Note: No Board action can be taken on comments made under this heading.

3. MINUTES

- Approve Regular Meeting Minutes of May 17, 2010
- Approve Special Meeting Minutes of May 24, 2010
- Approve Emergency Minutes of June 3, 2010

4. ACCOUNTING

- A) Warrants
- B) Financials

5. FISCAL YEAR 2010 / 2011 OPERATIONS BUDGET – FIRST DRAFT

- A) Discuss
- B) Amend As Necessary
- C) Authorize Public Notice
- D) Continue To July Meeting For Public Hearing and Adoption

6. CHIEF'S REPORT-Chief Williges

7. VOLUNTEERS REPORT-David Lopez

8. GENERAL MANAGERS REPORT- Sue Cerf

9. RESOLUTION 2010-04: REQUEST AND AUTHORIZATION FOR THE COUNTY OF YUBA
TO COLLECT THE LOMA RICA / BROWNS VALLEY COMMUNITY SERVICES DISTRICT BENEFIT ASSESSMENT FOR FISCAL YEAR 2010/ 2011

10. DISCUSS STATION 63
 - A) C.U.P. 2007-0007/2010-007 amendment
 - B) New Project Schedule
 - C) Well and Water bids-pick Company
 - D) Review RFP for Construction
 - E) Septic System – capacity sizing and RFP
 - F) Continuing discussion regarding the building of Station 63
 - G) Initiate board action as deemed necessary-motions; Monetary value= voice vote

11. CORRESPONDENCE

12. BOARD AND STAFF MEMBERS' REPORTS
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Regular Meeting: June 21, 2010

MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present –Battaglia, Biggs, Kattuah, Stipp

B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Approve Minutes:

A) Minutes For Regular Meeting of May 17, 2010

Motion to Approve: Biggs Second: Kattuah

B) Minutes For Special Meeting of May 24, 2010

Motion to Approve: Kattuah Second: Battaglia

C) Approve Emergency Minutes of June 3, 2010

Motion to Approve: Battaglia Second: Biggs

Passed unanimous voice vote

Item 4) Accounting:

A) Warrants: Warrant to L.N. Curtis & Sons was for miscellaneous items some of which was swivel for mounting plates, red rope bags, axe, blades and bunker boots. Director Biggs inquired what \$28 was for out of petty cash. It was a bank service charge for putting a stop payment on a check that had been lost. No other discussion.

B) Financials: Deborah Brooks informed board that there were two new accounts on the balance sheet: Account 1010 and 1060 which are Fair Market Value accounts.

Item 5) Fiscal Year 2010/2011 Operations Budget- First Draft

A) Board discussed first draft of 2010/2011 budget.

B) Changes were made to income and various expense accounts. General Manager Cerf will make changes and board will finalize at July meeting.

C) Authorize Public Notice- none at this time.

D) Continue to July meeting for public hearing and adoption.

Item 6) Chief's report-

Chief Williges introduce Dave Davis who is the new station Captain. Chief Williges is going to work on getting the fees for the Amended CUP back from Yuba County.

Item 7) Volunteer Firefighter's Report- David Lopez

The board was informed that the District had lost 3 volunteers due to volunteers moving out of area. David Lopez has been signed off as training operator. He will be able to take the attack vehicle out on Code 2 calls.

Item 8) General Manager Report- Sue Cerf

Elections are coming up and there are three seats up for re-election. Papers will need to be taken out for those interested in the positions beginning July 12, 2010.

Item 9) Resolution 2010-04: Request and Authorize for the County of Yuba to collect the Loma Rica/Browns Valley community Services District Benefit Assessment for Fiscal year 2010/2011

A) Motion to adopt Resolution 2010-04: Kattuah Second: Battaglia
Passed unanimous voice

Item 10) Discuss Station 63

A) C.U.P. 2007-2007/2010-2007 amendment

The original CUP square footage for office and engine bays was a total of 2050. The plans submitted had a total of 3153 square footage. Plans submitted as is are in violation of the original CUP. The recommendation was to amend the original CUP to increase square footage for fire station to 5,000 square feet.

B) New project schedule- no new project schedule; Plans are with Yuba County and approval is dependent on CUP.

C) Well and Water bids-pick company: 12 letters were sent to various well/water companies. District received four bids. Bids were reviewed by Board members and it was decided to use Peter's Drilling & Pump Service.

Motion to accept Peter's Drilling & Pump Service bid for well: Kattuah Second: Battaglia

Vote: Battaglia, Biggs, Kattuah, Stipp-aye

D) Review RFP for construction: Board reviewed new RFP and decided to remove the request for AM rating. Otherwise RFP looked fine. General Manager Cerf will send back to Alvarado Consulting for changes and then forward on to District attorney for review.

Motion to allow General Manger Cerf to post RFP once returned from attorney:
Kattuah
Second: Battaglia
Passed unanimous voice vote

E) Septic System-capacity sizing and RFP
The board discussed the size of septic system needed for Station 63. It was recommended to increase the size of septic system now and meet the future needs of Station 63 instead of re-doing system as future phases are constructed.

Motion to increase septic system tanks to 1,500 gallons each: Kattuah Second:
Battaglia
Vote: Battaglia, Biggs, Kattuah- aye Stipp-nay Passed

F) Continue discussion regarding the building of Station 63-Chief Williges is working on the possibility of not having an onsite Inspector of Record full time. District may only need someone on the job site part time.
Item 11) Correspondence- Yuba County will be seating the Grand Jury on June 30, 2010.

Item 12) Board and Staff Members Report- None

Adjourned 9:32 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
July 19, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Biggs, Kattuah, Stipp
- 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.

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 21, 2010

4. ACCOUNTING

- A) Warrants
- B) Financials-Draft Only

5. FISCAL YEAR 2010 / 2011 OPERATIONS BUDGET – FINAL DRAFT

- A) Discuss
- B) Amend As Necessary
- C) Open Public Hearing
- D) Close Public Hearing
- E) Amend As Necessary
- F) Adopt

6. AMEND FY 2009-2010 BUDGET

A) Make motion to: Transfer funds from the following accounts, to Account #6525
Equipment- Reserves:

I) Accounts: 6030, \$1000; 6065,\$4000; 6113, \$300; 6115, \$1500; 6310, \$500;
6354, \$500; 6355, \$500 and 6400, \$2000.

B) Then, to reallocate funds from 6525 to:

II) Accounts 6050, \$700; 6080, \$3000; 6200, \$1200; 6300, \$9600; 6520, \$9000.

7. SELECT ALTERNATE REPRESENTATIVE FOR JOINT POWERS AGENCY (JPA)

8. CHIEF'S REPORT-Chief Williges

9. VOLUNTEERS REPORT-David Lopez

10. GENERAL MANAGERS REPORT- Sue Cerf

11. DISCUSS STATION 63

A) C.U.P. 2007-0007/2010-007 amendment

B) New Project Schedule

C) Review RFP for Construction

D) Septic System –RFP

E) Continuing discussion regarding the building of Station 63

F) Initiate board action as deemed necessary-motions; Monetary value= voice vote

12. CORRESPONDENCE

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 agendas

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

**Loma Rica /
Browns Valley
Fire Department**

HOME
MEETINGS
AGENDAS
MINUTES

ALL THINGS FINANCIAL
BUDGET
5 YR PLAN
AUDIT
STATE FEE

**LOMA RICA STATION #61
11485 LOMA RICA ROAD**

**BROWNS VALLEY STATION #62
9471 BROWNS VALLEY SCHOOL RD.**

CONTACT US

Loma Rica / Browns Valley Community Services District
Regular Meeting: July 19, 2010

MINUTES

Item 1) Meeting Call To Order:

- A) Roll Call: Present –Biggs, Kattuah, Stipp
Absent- Battaglia
- B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Approve Minutes:

- A) Minutes For Regular Meeting of June 21, 2010
Motion to Approve: Kattuah Second: Biggs Passed unanimous voice vote

Item 4) Accounting:

- A) Warrants: No discussion.
- B) Financials: No discussion accountant Deborah Brooks on vacation.

Item 5) Fiscal Year 2010/2011 Operations Budget- Final Draft

- A) Board discussed the issue of allocation more money to equipment reserves and the discontinuation of participating in the longevity program.
- B) Amend as necessary- no amendments
- C) Open public hearing- Chairperson Stipp opened discussion to public at 7:54 pm.
- D) Close public hearing- Chairperson Stipp closed discussion to public at 7:55 pm.
- E) Amend as necessary- no amendments
- F) Motion to adopt Fiscal Year 2010/2011 Operations Budget: Biggs Second: Kattuah

Aye- Biggs, Kattuah, Stipp Absent: Battaglia

Item 6) Amend FY 2009-2010 Budget

- A) Make motion to Transfer funds from the following accounts, to account 6525- Equipment Reserves

I) Accounts: 6030-\$1000; 6065-\$4000; 6113-\$300; 6115-\$1500; 6310-\$500; 6354-\$500; 6355-\$500; and 6400-\$2000.

B) Then, to reallocate funds from 6525 to:

II) Accounts 6050-\$700; 6080-\$3000; 6200-\$1200;6300-\$9600; 6520-\$9000

Motion to transfer funds as above: Kattuah Second: Biggs Passed unanimous voice vote

Absent: Battaglia

Item 7) Select Alternate Representative for Joint Powers Agency (JPA)

Motion to nominate Director Battaglia as alternate: Kattuah Second: Biggs Passed unanimous voice vote Absent: Battaglia

Item 8) Chief's report-

Chief Williges discussed options for the purchase of new water tender. He suggested that we look at buying used water tender, no more than 1 to 3 years old. Chief Williges would like to revisit the idea of Cordua/LRBV working together to get the Kibbe Road Station going again. Board decided to meet at Kibbe Road 7:00 pm before next regular meeting.

Chief Williges told the board that a Fire Captain in Marysville wrote a Traffic Safety Grant to purchase approximately \$400,000 of rescue tools for every district in Yuba County. He got just under \$300,000.

Item 9) Volunteer Firefighter's Report- David Lopez: No discussion

Item 10) General Manager Report- Sue Cerf: No discussion

Item 11) Discuss Station 63

A) C.U.P. 2007-2007/2010-2007 amendment

The first public hearing was on July 7, 2010- there were no negative declarations. On July 21, 2010 will be the last public hearing.

B) New project schedule- pending final public hearing and building design approval.

C) Review RFP for construction : No changes other than addition of Notice to Bid. RFP will be issued on July 22, 2010 and close on August 13, 2010. General Manager Cerf will go through proposals and qualify construction firms. Sealed bids will be opened by District board.

D) Septic System-RFP: Septic system is staked out. General Manager will write septic RFP.

E) Continue discussion regarding the building of Station 63-none.

F) Initiate Board action as deemed necessary-none

Item 11) Correspondence- none

Item 12) Board and Staff Members Report- None

Adjourned 8:29 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
August 16, 2010

AMENDED AGENDA

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Biggs, Kattuah, Stipp
- 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.

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. FIRE STATION 63

- A) Discussion of and bid award for the building of station 63
- B) Discussion of and bid award for the septic system for station 63
- C) Continuing discussion regarding the building of Station 63
- D) Initiate board action as deemed necessary-motions; Monetary value= voice vote

4. MINUTES

- Approve Regular Meeting Minutes of July 19, 2010

5. ACCOUNTING

- A) Warrants

B) Financials-None

6. CHIEF'S REPORT-Chief Williges

7. VOLUNTEERS REPORT-David Lopez

8. GENERAL MANAGERS REPORT- Sue Cerf

9. DISTRICT BOARD OF DIRECTORS NOVEMBER ELECTION

Discuss November Election

Initiate board action as deemed necessary-motions; Monetary value= voice vote

10. HICKS PENSION

A) Discussion and motion to abolish the volunteer fire fighter's length of service award

B) Initiate board action as deemed necessary-motions; Monetary value= voice vote

11. KIBBE ROAD STATION

A) Discussion

B) Set new date and time for walk through

C) Initiate board action as deemed necessary-motions; Monetary value= voice vote

12. CORRESPONDENCE

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 agendas

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

Regular Meeting: August 16, 2010

MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present –Battaglia, Biggs, Kattuah, Stipp

B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Fire Station 63:

A) Discussion of and bid award for the building of Station 63

General Manager Cerf announced the qualified contractors and announced the bid proposals. After bids were read from qualified contractors, it was determined that all bids were not within the District's budget. Mike Buschow with GRA will meet with the lowest bidder to discuss their proposal. Mike will then meet with the Board at a special meeting to discuss why the bids were so high and where there may be areas to reduce the building costs. Board will meet on August 30, 2010.

Motion to reject all bids as proposed: Battaglia Second: Biggs Passed unanimous voice vote

B) Discussion of and bid award for the septic system for Station 63-General Manager Cerf opened and announced bidders for septic system. Taylor Excavation was the lowest bidder. Vice Chairperson made a motion to accept and then withdrew the motion. Discussion of the septic system and bid award will be held until August 30, 2010 special meeting.

C) Continue discussion regarding the building of Station 63-none

D) Initiate board action as deemed necessary

Item 4) Approve Minutes:

A) Minutes For Regular Meeting of June 21, 2010

Motion to Approve: Biggs Second: Kattuah Passed unanimous voice vote

Item 5) Accounting

A) Warrants- Warrant to FRAQMD was the fee to the Feather River Air Quality Management District for the vehicles in our parking lot. Warrant for PG&E new set connection fee will be held.

B) Financials-none

Item 6) Chief's Report-Chief Williges- no report

Item 7) Volunteers Report- David Lopez-no report

Item 8) General Manager Report- Sue Cerf: No discussion

Item 9) District Board of Directors November election
Discuss November election-as of this meeting the District still has not received any letters of interest in position.

Item 10) Hicks Pension

Board discussed the discontinuance of the volunteer fire fighter's length of service award.

It was determined this benefit was no longer needed.

Motion to discontinue the volunteer fire fighter's length of service award: Kattuah
Second: Biggs Passed unanimous voice vote

Item 11) Kibbe Road Station

A) Discussion-Chief Williges has requested that the board make a field trip out to Kibbe Road to see where the equipment will be stored before final decision is made.

B) Set new date and time for walk through: Monday September 20, 2010 before regular meeting.

C) Initiate board action as deemed necessary-none

Item 11) Correspondence- none

Item 12) Board and Staff Members Report- None

Adjourned 8:29 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairpers

REGULAR BOARD MEETING AGENDA
September 20, 2010

**DUE TO LACK OF QUORUM
THE REGULAR DISTRICT BOARD
MEETING IS CANCELLED.**

**THE NEXT MEETING WILL BE HELD,
MONDAY, OCTOBER 18, 2010**

REGULAR BOARD MEETING AGENDA
October 18, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Biggs, Kattuah, Stipp
- 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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Note: No Board action can be taken on comments made under this heading.

3. MINUTES

- Approve Regular Meeting Minutes of August 16, 2010
- Approve Special Meeting Minutes of August 30, 2010
- No minutes for September 20, 2010-cancelled no quorum
-

4 DISTRICT DIRECTOR POSITION-CLOSED SESSION

A) Close Session

B) Directors to interview and consider the following applicants for the position of Director: Justin Birney, Kimberly Hayes, Marc Barnum

C) Open Session and Announce Board action

5. ACCOUNTING

A) Warrants

B) Financials

6. REIMBURSEMENT OF MITIGATION FEES

A) Motion to reimburse Jorge Rojas of 11355 Blaine Lane, Permit # B07-1521 in the amount of \$2,597.57 permit was cancelled.

B) Initiate board action as deemed necessary-motions; Monetary value= voice vote

7. EXTRICATION EQUIPMENT GRANT 100%

A) Discuss Grant \$26,754.20

B) Board Action as deemed necessary-motions; Monetary value= voice vote

8. CHIEF'S REPORT-Chief Williges

9 VOLUNTEERS REPORT-David Lopez

10. GENERAL MANAGERS REPORT- Sue Cerf

11 KIBBE ROAD STATION

A) Continuing discussion

B) Initiate board action as deemed necessary-motions; Monetary value= voice vote

12. FIRE STATION 63

A) Discuss updated V.E from GRA

B) Peter's Drilling-site location switch/Permit

C) Septic System-Award to Taylor Excavating-issues of site location

D) Continuing discussion regarding the building of Station 63

E) Initiate board action as deemed necessary-motions; Monetary value= voice vote

13. CORRESPONDENCE

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 agendas

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

Regular Meeting: October 18, 2010

MINUTES

Item 1) Meeting Call To Order:

- A) Roll Call: Present –Battaglia, Biggs, Kattuah, Stipp
- B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Minutes:

- A) Minutes For Regular Meeting of June 21, 2010
Motion to Approve: Battaglia Second: Biggs Passed unanimous voice vote
- B) Approve Minutes for Special Meeting of August 30, 2010
Motion to Approve: Kattuah Second: Biggs Passed unanimous voice vote
- C) No Minutes for September 21, 2010-cancelled no quorum

Item 4) District Director Position-closed session

- A) Close session- Chairperson Stipp closed the meeting at 7:36 pm
- B) Directors to interview and consider the following applicants for the position of Director: Justin Birney, Kimberly Hayes, Marc Barnum.
- C) Open session-Chairperson Stipp opened meeting at 8:10 pm and announced that Board approved the appointment of Justin Birney to the open director position.

Item 5) Accounting

- A) Warrants- Warrant Detail Sheet provided by General Manager Cerf via e-mail; three warrants were presented at meeting were to I.R.S. for \$1545.30, EDD for \$172.86 and GRA for \$290.43.
- B) Financials-Accountant Brooks provided 2009-2010 Year End financials and board needed to decide how much money to put into reserve accounts.
Motion to move \$25,850 into Water tender reserve account 1005: Kattuah Second: Biggs

Vote: Battaglia, Biggs, Kattuah, Stipp

Item 6) Reimbursement of Mitigation Fees

A) Motion to reimburse Jorge Rojas of 11355 Blaine Lane Permit #B07-1521 for the amount of \$2597.57 due to permit being cancelled: Biggs Second: Battaglia

Vote: Battaglia, Biggs, Kattuah, Stipp

Item 7) Extrication Equipment Grant 100%

A) Discuss Grant of \$26,754.20: Chief Williges explained that the District needs to put the money up front and will be fully reimbursed within approximately 120 days. With this grant the District will be able to outfit another apparatus with Hurst rescue equipment.

Motion to approve up front monies of \$26,754.20: Battaglia Second: Biggs

Vote: Battaglia, Biggs, Kattuah, Stipp

Item 8) Chief's Report- Chief Williges reported that there were two vegetation fires; one on Township Road and one on Waldo near Smartsville.

Item 9) Volunteers Report- David Lopez reported that we have new volunteer which will bring the District to five volunteers.

Item 10) General Manager Report- Sue Cerf- nothing to report

Item 11) Kibbe Road Station

A) Discussion- Chief Williges reported that he felt the building at Cordua really is not adequate to house equipment. There are two other buildings that would be better suited for the purpose of storing an engine. Chief Williges will take pictures of the two other sites and bring to next meeting.

Item 12) Fire Station 63-

A) Discuss updated V.E. from GRA- Mike Buschow would like to meet with Board and go over V.E.

B) Peter's Drilling-site location switch/permit- Peter's drilling has submitted a bill for the permit for well.

C) Septic System-Award to Taylor Excavating-issues of site location: Jerry from Peter's Drilling and Barry from Taylor Excavation have been discussing the issue of the site for both the well and septic. Hold on awarding construction of Septic system- Taylor excavating not at meeting.

D) Continue discussion regarding the building of Station 63- none

E) Initiate board action as deemed necessary- none

Item 13) Correspondence- none

Item 14) Board and Staff Members Report- None

Adjourned 8:40 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
November 15, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Biggs, Kattuah, Stipp
- 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 October 18, 2010
-

4. ACCOUNTING

- A) Warrants
- B) Financials

5. CHIEF'S REPORT-Chief Williges

6. VOLUNTEERS REPORT-David Lopez

7. GENERAL MANAGERS REPORT- Sue Cerf

8. DECEMBER 20TH BOARD MEETING

- A) Cancellation of Meeting for month of December
- B).Motion to cancel meeting

9. BOARD MEMBER POSITIONS/JPA POSITIONS

- A) Nomination/motion/vote of Chairman and Vice Chairman for 2011
- B).Nomination/motion/vote of JPA member and alternate for 2011

11 KIBBE ROAD STATION

- A) Continuing discussion
- B) Initiate board action as deemed necessary-motions; Monetary value=voice vote

12. FIRE STATION 63

- A) Continuing discussion regarding the building of Station 63
- B) Initiate board action as deemed necessary-motions; Monetary value=voice vote

13. CORRESPONDENCE

14. BOARD AND STAFF MEMBERS' REPORTS

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Regular Meeting: November 15, 2010

MINUTES

Item 1) Meeting Call To Order:

- A) Roll Call: Present –Battaglia, Biggs, Kattuah, Stipp
- B) Pledge of Allegiance

Item 2) Public Communications: None

Item 3) Minutes:

A) Minutes For Regular Meeting of October 18, 2010

Motion to Approve: Kattuah Second: Biggs Passed unanimous voice vote

Item 4) Accounting

A) Warrants – No discussion other than Sil Poggi found a new website to host domain name.

B) Financials- Director Biggs question why financials only showed \$250 for attorney fees. Accountant Brooks explained that the amount was only for July and that we just received the bill for August and September. Account Brooks explained that the financials were done up to September because the spreadsheet for October has not been received from the Yuba County. Accountant Brooks informed the Board that everything for the 2009-2010 is ready for auditor.

Item 5) Chiefs Report-

Chief Williges informed Board that the Amador contract is in effect, which means that there will be two people responding instead of four.

Item 6) Volunteer Report- David Lopez

No report at this time

Item 7) General Managers report- General Manager Cerf reported that she will be leaving right after Christmas and will be back January 9, 2011.

Item 8) December 20th Board Meeting

A) Cancellation of Meeting for month of December- Board decided to not cancel meeting.

B) Motion to cancel meeting- no motion

Item 9) Board member positions /JPA positions

A) Nomination/motion/vote of Chairman and Vice Chairman for 2011

Chairperson Stipp nominated and motioned Vice Chairperson Kattuah for Chairperson

Second: Battaglia

Vice Chairperson Kattuah nominated and motioned Kim Biggs for Vice Chairperson

Second: Battaglia

Passed unanimous voice vote

B) Nomination/motion/vote of JPA member and alternate for 2011

Vice Chairperson Kattuah nominated and motioned Kim Biggs for JPA member

Second: Stipp

Vice Chairperson Kattuah nominated and motioned Justin Birney for JPA alternate
Second: Battaglia
Passed unanimous voice vote

Item 10) Kibbe Road Station

A) Continuing discussion: Lano found a fully enclosed shop with roll up doors and lighting. Mr. Escherman is willing to allow an engine to park there. Volunteer Lano lives right next door to Mr. Escherman making response time better.

Item 11) Fire Station 63-

A) Continue discussion regarding station 63- Board decided that a meeting was necessary with Mike from GRA before any more decisions can be made. General Manager Cerf will contact Mike and set up a meeting.

B) Initiate board action as deemed necessary- none at this time

Item 12) Correspondence-none

Item 13) Board and Staff Members Report- None

Adjourned 8:25 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

REGULAR BOARD MEETING AGENDA
December 20, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Biggs, Birney, Kattuah, Stipp
- 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 November 15, 2010
-

4. ACCOUNTING

- A) Warrants
- B) Financials

5. UMPQUA BANK SIGNATORIES-Petty Cash Account

- Removal of Chief Don Cockrum and David Stipp
- Adding Cathy Kattuah and Chief Curt Williges
-

6. FEDERAL PAYROLL PAYMENT CHANGES

- A) Discuss new on-line only policy

- B) Discuss Petty Cash limit
- C) Motion to raise Petty Cash to cover quarterly payments=monetary voice vote

7. AUDIT-JENSEN/SMITH

- A) Discuss Inquiry questionnaire
- B) Discuss termination of Contract
- C) Initiate board action as deemed necessary-motions; Monetary value=voice vote

8 CHIEF'S REPORT-Chief Williges

9. KIBBE ROAD STATION

- A) Continuing discussion
- B) Initiate board action as deemed necessary-motions; Monetary value=voice vote

10 VOLUNTEERS REPORT-David Lopez

11. GENERAL MANAGERS REPORT- Sue Cerf

- A) 5 year Plan
- B) Contact number while out of town
- C) Correspondence

12. FIRE STATION 63

- A) Committee to bring items from meeting earlier in the day.
- B) Continuing discussion regarding the building of Station 63
- C) Initiate board action as deemed necessary-motions; Monetary value=voice vote

13. CLOSED SESSION

- Personnel Matters- in pursuant to Government Code §54957.6
- Project Manager Salary

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 agendas

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

Regular Meeting: December 20, 2010

MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present –Biggs, Birney, Kattuah, Stipp;
Excused Absence – Battaglia

Item 2) Public Discussion: Yuba County Supervisor Hal Stocker discussed the “will serve” letter from BVID to the Spring Valley Project.

Item 3) Minutes

A) Minutes For Regular Meeting of November 15, 2010
Motion to Approve: Stipp Second: Birney Passed unanimous voice vote

Item 4) Accounting

A) Warrants – General Manager to correct Memorandum portion for DJ Baker to reflect “reimbursement” so to be the same as the rest of the reimbursements. Fund 602 should also reflect payment to Deborah A. Brooks, CPA in the amount of \$300.00 for a total of \$5,247.00 for Fund 602.

B) Financials – Since no election costs were incurred for the November election, discussed moving \$11,000 from Fund 6410 to another budget account. This item to be put on the Agenda for the next regular meeting. General Manager Cerf also noted that the district received \$352.90 for water tender rental from the month of August; and that the district has a credit of \$631.92 from Burton’s Fire.

Item 5) Umpqua Bank Signatories-Petty Cash Account: Director Birney made a motion, seconded by Director Stipp to remove Chief Don Cockrum and Director David Stipp as signatories and to add Chairperson Cathy Kattuah and Chief Curt Williges. Passed unanimous voice vote

Item 6) Federal Payroll Payment Changes:

- A) No change in procedure as we are below the dollar limit
- B) No change to petty cash limit made at this time

Item 7) Audit – Jensen/Smith

- A) Chairperson Kattuah to complete questionnaire except for inappropriate questions #8, #9 & #15 and return to Jensen/Smith
- B) Discussed termination of contract at end of current audit

Item 8) Chief's Report--

- A) Chief Williges informed the Board that he has received three additional specs for the water tender

Item 9) Volunteer Report—David Lopez
No report at this time

Item 10) General Manger's Report—Sue Cerf

- A) Five Year Plan is currently under review—input has been requested from board members

Item 11) Kibbe Road Station

- A) Moving forward to finalize contract documents with Mr. Escherman

Item 12) Fire Station 63

- A) GRA is to revise the plan documents to reflect the final design with two options: the first option would reflect only the apparatus bays and the second option would include the office/rest room. The board tabled further discussion on this subject until after the February 7, 2011 committee meeting to review the new plans.

Item 13) Closed Session

- A) Personnel Matters: at 8:50pm Chairperson Kattuah closed the session

At 9:15pm Chairperson Kattuah re-opened the session and announced project manager's salary will be reduced by \$200 per month until further notice.

Motion to reduce salary by \$200 per month: Stipp; Second: Birney

Vote: Biggs, Birney, Kattuah, Stipp – Aye; Absent: Battaglia

Item #14) Correspondence

General Manager Cerf informed the Board that the next Yuba County 2030 General Plan meeting would be held February 9, 2011

Item #15) Board and Staff Member Reports

Director Biggs informed the Board that the next JPA meeting will be held March 29, 2011 at 7pm at the Smartsville Station.

Adjourned 9:21 pm.

Respectfully Submitted:

Kim Biggs- District Vice-Chairperson

SPECIAL BOARD MEETING AGENDA
January 20, 2010

1. MEETING CALL TO ORDER

- A) Roll Call: Barajas, Biggs, Kattuah, Stipp
- B) Battaglia excused absence

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

1. DISCUSSION WITH BUTLER/GSA

- A) Presentation with Dennis of Butler/GSA and Government Contracts
- B) Discuss Soils proposals and Phase 1 EIR
- C) Discuss policy of Request for Bids, Proposals regarding Metal Building contractors
- D) Discuss other items that may come up during discussion with Architect.
- E) Initiate Board action as deemed necessary

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

SPECIAL BOARD MEETING AGENDA
April 5, 2010

1. MEETING CALL TO ORDER

A) Roll Call: Battaglia, Barajas, Biggs, Kattuah, Stipp

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.

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.

1. DISCUSS STATION 63

A) Continuing discussion regarding the building of Station 63

B) Discuss RFQ draft, make changes, and authorize General Manager to mail and post in the local Newspaper-Appeal Democrat

C) Initiate board action as deemed necessary

2. CORRESPONDENCE

3 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 agendas

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

SPECIAL BOARD MEETING AGENDA

May 24, 2010

1. MEETING CALL TO ORDER

Roll Call: Battaglia, Biggs, Kattuah, Stipp

2. DISCUSS STATION 63

- A) Discussion regarding Qualifications and Bidding process for Contractors
- B) Continuing discussion regarding the building of Station 63
- C) Initiate board action as deemed necessary-Monetary value voice vote

SPECIAL BOARD MEETING AGENDA
AUGUST 31, 2009

1. MEETING CALL TO ORDER

- A) Roll Call: Battaglia, Barajas, Biggs, Kattuah, Stipp
- 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.

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 STATION 63-Proposals

- A) Finalize short list; set date for interviews; and any other related information
- C) Initiate board action as deemed necessary

4. CORRESPONDENCE

5. 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 agendas

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

Loma Rica / Browns Valley Community Services District
Special Meeting: January 20, 2010

MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present –Biggs, Kattuah, Stipp Late: Barajas
Excused Absence: Battaglia

Item 2) Public Communications: None

Item 3) DISCUSSION WITH BUTLER/GSA

A) Presentation with Dennis of Butler/GSA and Government Contracts
Dennis Smith of Butler presented the concept of a design build utilizing a GSA (General Services Administration) contract. Ben Walsh of Hilbers (a Butler subcontractor) was also present.

B) Discuss Soils proposals and Phase 1 EIR
Discussed the use of the Phase 1 EIR and it was determined that there was not enough detail to be able to use it for the soils report. The District received to bids for the Geotech soils report; from Wallace Kuhl, and Gularte and Associates. Board reviewed proposals.

Motion to accept Gularte and Associates for Geotech report: Kattuah Second: Biggs
Vote: Barajas, Biggs, Kattuah, Stipp- aye Absent: Battaglia

C) Discuss policy of Request for Bids, Proposals regarding Metal Building contractors:
The Request For Proposal (RFP) will be written by Sue Cerf, Dave Stipp and Curt Williges. The RFP should be ready to go out by end of February/beginning of March 2010. RFP should allow 14 days for companies to respond.

D) Discuss other items that may come up during discussion with Architect:
Site work needs to get caught up on and the soils report should be completed within the next two weeks. By the end of February, GRA should have 80% of design documents completed.

E) Initiate Board action as deemed necessary- none at this time

Adjourned 3:15 pm

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

Loma Rica / Browns Valley Community Services District
Special Meeting April 5, 2010

MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present – Battaglia, Barajas, Biggs, Kattuah, Stipp

Item 2) Public Communications: None

Item 3) Discuss Station 63

A) Continuing discussion regarding the building of Station 63

Mike Buschow with GRA presented to the board preliminary plans that will be sent to Yuba County Building Department by April 23, 2010.

B) Discuss RFQ draft, make changes, and authorize General Manager to mail and post in the local Newspaper-Appeal Democrat

The Board discussed the RFQ draft and made the following changes: RFQ responses due Monday May 10, 2010; RFQ to include items added by Mike with GRA; the total budget for construction is to be set \$525,000. The board authorized General Manager Cerf to place an ad in the Appeal Democrat.

C) Initiate board action as deemed necessary

Adjourned 8:10 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

Loma Rica / Browns Valley Community Services District
Regular Meeting: Special Meeting May 24, 2010

MINUTES

Item 1) Meeting Call To Order:

A) Roll Call: Present – Battaglia, Biggs, Kattuah, Stipp

Item 2) Discuss Station 63

A) Discuss qualification and bidding process for contractors: Board discussed and chose 10 qualification questions to be included in the new RFQ/RFP. Vice Chairperson will forward questions on the General Manager Cerf. The new RFQ/RFP will be written by Richard Alvarado and reviewed by the District's attorney.

B) Continue discussion regarding the building of Station 63-none

C) Initiate board action as deemed necessary-none

Adjourned 8:31 p.m.

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson

Loma Rica / Browns Valley Community Services District
Emergency Electronic Meeting June 3, 2010

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Item 1) Electronic Emergency Meeting Call To Order:

Utilizing code 54956.5 A1 of the Brown Act, and the unavailability to gather all Board members together this vote and discussion was conducted via e-mail. It will be brought to the regular board meeting on June 21, 2010 for inclusion

A) Roll Call: Present – Battaglia, Biggs, Kattuah,
Excused: Stipp

Item 2) Public Communications

No public involvement

Item 3) Original C.U.P. 2007-007: General Manager Cerf learned from Yuba County, the Districts C.U.P. will need to be amended to allow for the additional 1,103 square feet to the office and apparatus bays of Station 63. There will be an additional fee to amend the original C.U.P. of \$3,587.00

A motion has been put forth from Vice Chair Kattuah, "to move forward and authorize payment in the amount of \$3,587.00 to Yuba County to amend the original Conditional Use Permit 2007-0007 in regards to the 1,103 sq ft overage to the Office Station and Bays and resubmit paperwork to Yuba County for amendment."

Vote via email: Battaglia, Biggs, Kattuah,-aye Absent: Stipp

Respectfully Submitted:

Cathy Kattuah- District Vice-Chairperson