

BURNEY FIRE PROTECTION DISTRICT

Established 1939

BOARD AGENDA

REGULAR MEETING

Chair – Roger Valinoti

December 4, 2020 – December 6, 2024

Vice Chair – Steve Sweet

December 7, 2018 – December 2, 2022

Secretary – Irene May

January 5, 2021 – December 2, 2022

Board Member – Forrest Bartell

April 5, 2022 – December 6, 2024

Board Member – Pamela Grant

March 23, 2022 – December 2, 2022



Board Room
Burney Fire Protection District Headquarters
37072 Main Street
Burney, California 96013

Date: Tuesday, July 19, 2022

Robert May, Interim Fire Chief

Time: 3:00 PM Regular Meeting

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the Board Secretary and are available for public inspection. If you have questions regarding any agenda item, contact the District Secretary at (530) 335-2212.

Note: If you wish to address the Board during the meeting, please complete a Speaker's Request Form, and give it to the Board Secretary. Speaker Request Forms are provided for your use and can be obtained from the secretary prior to the meeting. **Complaints presented to the Board must not involve specific reference to personnel.** Please honor the *FIVE-MINUTE MAXIMUM TIME LIMIT* when addressing the Board, and complete your thought quickly if the timer sounds while you are speaking. Since discussion of an item not on the posted agenda is not allowed, these concerns will be addressed in a future meeting as soon as practicable under "Public Forum Response." For Agenda items, you will be given an opportunity to speak prior to the Board completing its action. Please begin by stating your name and city of residence. If you wish to pass material to the Board, please hand it to the Board Secretary for distribution.

No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the Chairperson, of the person's privilege of address.

No oral presentation shall include charges or complaints against any District employee, regardless of whether or not the employee is identified in the presentation by name or another reference, which tends to identify that employee. All charges or complaints against employees shall be submitted to the Board of Fire Commissioners under provisions contained in the Burney Fire Protection District Administrative Instruction.

Willful disruption of any of the meetings of the Board of Fire Commissioners shall not be permitted. If the Chairperson finds that there is, in fact, willful disruption of any meeting of the Board, he/she may order the room cleared and subsequently conduct the Board's business without the audience present except for duly accredited representatives of the news media, whom the Chairperson finds not to have participated in the disruption. After clearing the room, the Board may permit those persons, who in their opinion were not responsible for the willful disruption, to re-enter the meeting room.

**BURNEY FIRE PROTECTION DISTRICT
Board of Fire Commissioners
Tuesday, July 19, 2022
3:00 PM Regular Meeting**

OPEN SESSION

1. MEETING CALLED TO ORDER

Chair Valinoti

2. FLAG SALUTE

Chair Valinoti

3. ROLL CALL

Roger Valinoti
Steve Sweet
Irene May
Forrest Bartell
Pamela Grant

4. AGENDA APPROVAL

As a matter of procedure, the Board should approve the agenda.

5. ANNOUNCEMENTS / PRESENTATIONS

None

6. COMMITTEE REPORTS

Finance	(S. Sweet, I. May)
Strategic Plan	(I. May)
Fire Station Relocation	(I. May, P. Grant)
Legislative	(F. Bartell)

7. PUBLIC COMMENTS

This time is reserved for members of the public to address the Board relative to matters of District that are not on the agenda. Persons wishing to address items on the agenda will be permitted to do so during the discussion of the item. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person, twenty minutes in total.

8. PUBLIC FORUM RESPONSE

Response to public comments by Fire Chief, if necessary.

9. CONSENT CALENDAR

Items are expected to be routine and non-controversial. They will be acted upon by the Board at one time, using one motion, without discussion. Any Commissioner, staff member, or interested person or party may request that an item be removed from the consent calendar for alter discussion.

- a. Approve payment of claims as submitted.
- b. Approval of the Minutes: Regular Meeting June 21, 2022
- c. Monthly financial report for June 2022.
- d. Ambulance accounts receivable reports for June 2022 (Wittman and Sierra Receivables).

10. ITEMS REMOVED FROM THE CONSENT CALENDAR

11. PUBLIC HEARING – Adoption of Parcel Tax Resolutions calling for the special election on November 8, 2022.

*Open public hearing to receive comments.
Close public hearing.*

12. DISCUSSION / ACTION ITEMS

- a. Special Tax consideration for November 8, 2022

Action: Adopt **Resolution 2022-05** - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BURNEY FIRE PROTECTION DISTRICT, COUNTY OF SHASTA, STATE OF CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SHASTA TO CONSOLIDATE A SPECIAL DISTRICT ELECTION TO BE HELD ON NOVEMBER 8, 2022, WITH THE ELECTION TO BE CONDUCTED BY THE COUNTY OF SHASTA ON THE SAME DATE AND TO RENDER SPECIFIED SERVICES TO THE DISTRICT PURSUANT TO SECTION 10403 OF THE CALIFORNIA ELECTIONS CODE

Resolution 2022-04 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BURNEY FIRE PROTECTION DISTRICT, COUNTY OF SHASTA, STATE OF CALIFORNIA, CALLING AND GIVING NOTICE OF A SPECIAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2022, AND ORDERING THAT A QUESTION RELATING TO THE LEVY OF A SPECIAL PARCEL TAX BE SUBMITTED TO THE VOTERS AT THE SPECIAL ELECTION, AND MAKING A DETERMINATION OF EXEMPTION UNDER CEQA

- b. Audit Services Agreement

Action: Authorize the Chief to execute the professional services agreement with RT Dennis Accountancy

c. Bookkeeping Services

Action: Authorize the Chief to execute the professional services agreement with Down to Earth Business Management.

d. Resolution BFPD 2022-02 Consolidation of Election

Action: Adopt Resolution 2022-02

13. CLOSED SESSION

The Board will hold a closed session to discuss any or all matters listed on the agenda. Any confidential materials distributed will be collected and destroyed after discussion at the meeting. Each member should destroy any copies after the meeting.

14. REPORT FROM CLOSED SESSION

Report from Closed Session: Pursuant to Government Code Section 54957.1, the Board must report in open session any action taken in closed session.

15. FUTURE AGENDA ITEMS

Adopt the 2022 Conflict of Interest Code

16. FIRE CHIEF'S REPORT

17. BOARD MEMBER COMMENTS

18. ADJOURNMENT

A complete agenda packet is available for public inspection at the office of the Board Secretary, 37072 Main Street, during regular business hours, 8:30 AM to 4:30 PM, Monday – Thursday.

The Burney Fire Protection District wishes to make all of its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact the Secretary to the Board at 530-335-2212. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. This institution is an equal opportunity provider.