

**NORTH CENTRAL FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING  
THURSDAY, MARCH 23, 2023  
START TIME: 4:30 P.M.  
LOCATION: 15850 W. KEARNEY BLVD., KERMAN CA.**

**AGENDA**

The North Central Fire Protection District Board of Directors meetings are electronically broadcast. You can view the meeting on the District's website, [www.northcentralfire.org](http://www.northcentralfire.org), by selecting Administration, then Board Meetings from the drop-down menu and clicking the "Live Stream" link. Please note this is not an interactive forum.

Anyone wishing to address the Board on any agenda item, can do so by written communication or in person during a Board of Directors meeting. In order to allow time for all public comments, individuals are limited to five minutes total for each action item.

- 1. CALL TO ORDER**
  - A) Roll Call
  
- 2. INVOCATION AND FLAG SALUTE**
  
- 3. PUBLIC COMMENTS**
  
- 4. CONSENT AGENDA**
  - A) Consideration and Approval of Disbursements Lists for February 2023
  - B) Review and Acceptance of Monthly Financial Reports
    - 1) Fresno County: Cash Balances – All Funds
    - 2) Budget Variance Report: YTD Expenses Compared to Budget
    - 3) Revenue and Reimbursement Report
  
- 5. APPROVAL OF MINUTES**
  - A) Minutes of the Regular Board Meeting of February 23, 2023
  
- 6. RESOLUTION NO. 23-01 – WEED ABATEMENT**
  - A) Action item - Consider and adopt Resolution No. 23-01 establishing the existence of a public nuisance within the District and set the public hearing dates.
  
- 7. CODE OF ETHICS**
  - A) Action item – Consider and adopt Code of Ethics
  
- 8. ACQUISITION OF FIRE APPARATUS**
  - A) Consider purchase of two fire apparatus from the City of Fowler and authorize the Fire Chief to negotiate and finalize the terms of the purchase

**9. FIRE CHIEF REPORT**

- A) Fire Incident/Fire Prevention Reports for February 2023
- B) Operational Update
- C) County of Fresno Special District Elections Notification
- D) Board Meeting Public Access

**10. PUBLIC COMMENTS (Before Closed Session) For any member of the public that would like to make a comment on the Closed Session item(s)**

**11. CLOSED SESSION**

- A) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) of Subdivision (d) of Section 54956.9: Number of cases: 1
- B) CONFERENCE WITH REAL PROPERTY NEGOTIATIONS PURSUANT TO GOVERNMENT CODE SECTION 54956.8  
APN: 02520017S  
Property: Kerman 93630  
Agency Negotiation: Chief Tim Henry  
Negotiating Parties: Roland C. and Darlene A. Nale  
Under Negotiation: Price and Terms of Sale
- C) PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
TITLE: Fire Chief

**12. EXECUTION OF EMPLOYMENT AGREEMENT WITH FIRE CHIEF TIM HENRY**

**13. BOARD MEMBER COMMENTS/REPORTS**

**14. ANNOUNCEMENTS**

- A) Regular Board Meeting: Thursday, April 27, 2023, at 4:30 p.m.

**15. ADJOURNMENT**

**PUBLIC COMMENTS AND INQUIRIES**

At a Board meeting, those who wish to be heard on matters on the agenda should indicate their desire to speak when the item is ready for discussion. If, at the meeting, you wish to discuss an item, which is not on the agenda, you may indicate your desire to do so under "Public Comments". In order to allow time for all public comments and inquiries, the time for individual comments may, at the discretion of the Chairman of the Board, be limited to five minutes. If you wish to request time on an upcoming Board Agenda to present a particular item or matter to the Board, you may contact the District by 5:00 p.m. seven business days prior to the scheduled Board meeting to so request. If the matter is within the Board's jurisdiction, and the Board has not taken action or considered the item at a recent meeting, the District may place the item on the agenda. When addressing the Board, you are requested to come forward to the speaker's podium, state your name and address, and then proceed with your presentation. In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate at this meeting, please contact the District at 559-878-4550. Notification provided a minimum of 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. Pursuant to the ADA, the meeting room is accessible to the physically disabled.

**NORTH CENTRAL FIRE PROTECTION DISTRICT  
DISBURSEMENT JOURNAL  
FEBRUARY 01, 2023 - FEBRUARY 28, 2023**

<b>CK#</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>DATE</b>	<b>TOTAL AMOUNT</b>
	QuickBooks Payroll Service	Created by Direct Deposit Service on 02/03/2023	02/06/2023	1.75
	NCPFA	Union Dues - January	02/07/2023	5,950.00
8792	A&E Pressure Washers	Station Maintenance Supplies	02/16/2023	6,047.02
8793	Employee Reimbursement	Reissue check # 7766 06/15/2022	02/16/2023	189.20
8794	Aramark, Inc	Linen Service	02/16/2023	460.88
8795	ARBA	Group Life Insurance	02/16/2023	170.33
8796	ASi Administrative Solutions	Dental/Vision Premiums	02/16/2023	2,523.65
8797	AT&T	VOID	02/16/2023	0.00
8798	Baker Manock & Jensen	Legal Service	02/16/2023	2,151.30
8799	Barrios Site Services, Inc.	VOID	02/16/2023	0.00
8800	California State Disbursement Unit	Employee Distribution	02/16/2023	100.50
8801	Cheryl Carlson	Financial Consulting	02/16/2023	5,232.50
8802	City of Fresno - Utilities	Utilities: Water	02/16/2023	268.84
8803	City of Kerman	Utilities: Water	02/16/2023	645.22
8804	Comcast Business	Internet & Phone Services	02/16/2023	1,616.87
8805	CSG Consultants, Inc	Plan Consultants	02/16/2023	968.00
8806	Fastenal Company	Station Supplies	02/16/2023	311.79
8807	FDAC Employment Benefits	Group Health Insurance	02/16/2023	76,648.79
8808	Fire Apparatus Solutions	Apparatus Repairs	02/16/2023	29,947.10
8809	Fire Safety Solutions Inc.	County Plan Reviews	02/16/2023	2,372.50
8810	Fresno County DPH - EMS Division	Dispatch Service	02/16/2023	15,322.25
8811	Fresno County Treasurer3	Fuel	02/16/2023	546.00
8812	Fresno Pacific University	Training	02/16/2023	2,500.00
8813	GCBuilders Corp.	Station Maintenance	02/16/2023	4,500.00
8814	Employee Reimbursement	Reissue Check # 8035 from 07/28/2022	02/16/2023	53.00
8815	H & J Chevrolet, Inc.	Vehicle Repair	02/16/2023	317.10
8816	Jensen & Pilegard Inc.	Apparatus Repair	02/16/2023	419.64
8817	John Hancock USA	Plan Contribution - 457	02/16/2023	5,440.54
8818	John Nipp	Station 54 Rent	02/16/2023	3,400.00
8819	Employee Reimbursement	Employee Reimbursement - Mileage	02/16/2023	609.15
8820	Board Member Reimbursement	Board Reimbursement Health Ins.	02/16/2023	799.00
8821	Employee Reimbursement	Reissue Check # 7805 from 06/15/2022	02/16/2023	285.00
8822	L.N. Curtis, Inc.	Apparatus Equipment	02/16/2023	2,828.57
8823	Larry Ervin	Reissue Check # 7110 from 10/29/2021	02/16/2023	152.46
8824	Loperena Antenna Sites	Owens Mountain Antenna Site Lease	02/16/2023	1,853.00
8825	Board Member Reimbursement	Board Reimbursement Health Ins.	02/16/2023	1,802.00
8826	Board Member Reimbursement	Board Reimbursement Health Ins.	02/16/2023	174.76
8827	Mid Valley	Utilities: Trash Disposal	02/16/2023	83.52
8828	Occupational Health Centers	New Hire Physicals	02/16/2023	1,430.00
8829	ODP Business Solutions	Office Supplies	02/16/2023	894.07
8830	PG&E	Utilities: Electric & Gas	02/16/2023	3,709.70
8831	PRINDIVILLE ROOFING	Station Maintenance	02/16/2023	185.00
8832	Ray Morgan	Printer/Copier Maintenance	02/16/2023	71.96
8833	Real-Time, Inc.	Computer Support & Maintenance	02/16/2023	1,414.00
8834	REPUBLIC	Utilities - Trash Disposal	02/16/2023	103.83
8835	ROBERT V. JENSEN	Fuel	02/16/2023	5,566.08
8836	Rolinda Farm Supply	Station Supplies, Stations Maintenance, Apparatus	02/16/2023	21.73
8837	Board Member Reimbursement	Board Reimbursement Health Ins.	02/16/2023	799.00
8838	Sebastian	Phone & Long Distance Service	02/16/2023	174.64

CK#	VENDOR	DESCRIPTION	DATE	TOTAL AMOUNT
8839	Sierra Data Management	Storage of Scanned Documents	02/16/2023	58.52
8840	Sierra HR Partners, Inc.	HR Consultant	02/16/2023	1,475.00
8841	Sierra Lock	Station Locks and Security	02/16/2023	170.11
8842	Sparkletts	Drinking Water	02/16/2023	494.26
8843	Streamline	Web Maintenance	02/16/2023	400.00
8844	Employee Reimbursement	Employee Reimbursement - Health Insurance	02/16/2023	1,714.06
8845	U.S. Bank Cal-Card	Credit Card Payment	02/16/2023	8,444.54
8846	U.S. Bank PARS	Pension Plan Contributions	02/16/2023	55,219.18
8847	UnWired Broadband, LLC	Radio Communication	02/16/2023	0.96
8848	Valley Farm Supply, Inc.	Station Supplies, Station Maintenance, Apparatus	02/16/2023	134.16
8849	Wally's Tire & Wheel	Apparatus Maintenance	02/16/2023	21.00
	QuickBooks Payroll Service	Created by Direct Deposit Service on 02/17/2023	02/21/2023	1.75
8850	UNITEDHEALTHCARE INS	Prior Board Member Insurance	02/21/2023	431.75
	Clyde Lansing	Consultant	02/22/2023	2,000.00
	QuickBooks Payroll Service	Payroll Fees	02/23/2023	213.20
8851	Aramark, Inc	Linen Service	02/28/2023	367.50
8852	AT&T Mobility	Phone & Long Distance Service	02/28/2023	1,172.85
8853	Barrios Site Services, Inc.	Portable Restroom Service	02/28/2023	200.00
8854	Biola CSD	Utilities: Water	02/28/2023	131.80
8855	California State Disbursement Unit	Employee Distribution	02/28/2023	100.50
8856	Employee Reimbursement	OHSA - Physical	02/28/2023	10.00
8857	Cheryl Carlson	Financial Consulting	02/28/2023	6,793.75
8858	City of Fresno - Utilities	Utilities: Water	02/28/2023	85.29
8859	Comcast Business	Internet & Phone Services	02/28/2023	207.00
8860	County of Fresno - POB	Property Tax - Special Assessments	02/28/2023	30,915.37
8861	CSG Consultants, Inc	Plan Consultants	02/28/2023	862.50
8862	ECMS	Turnout Repair	02/28/2023	453.04
8863	Employee Reimbursement	Training reimbursement	02/28/2023	150.00
8864	GCBuilders Corp.	Station Maintenance	02/28/2023	6,395.00
8865	Industrial Electrical Company	Generator Maintenance	02/28/2023	1,214.33
8866	John Hancock USA	Plan Contribution - 457	02/28/2023	5,490.54
8867	LC SERVICES	Vehicle Maintenance	02/28/2023	300.63
8868	Mac's Equipment	Apparatus Repairs	02/28/2023	20.07
8869	Occupational Health Centers	New Hire Physicals	02/28/2023	1,755.00
8870	ODP Business Solutions	Office Supplies	02/28/2023	140.34
8871	PARS	Membership Pension & 457	02/28/2023	3,031.82
8872	PG&E	Utilities: Electric & Gas	02/28/2023	3,955.79
8873	Ray Morgan	Printer/Copier Maintenance	02/28/2023	486.68
8874	Real-Time, Inc.	Computer Support & Maintenance	02/28/2023	363.00
8875	ROBERT V. JENSEN	Fuel	02/28/2023	3,599.05
8876	Standard Insurance Company	Life & LTD Insurance	02/28/2023	2,146.00
8877	Tyler Burgess Construction	Construction on Station 59	02/28/2023	31,345.60
8878	U.S. Bank PARS	Pension Plan Contributions	02/28/2023	55,808.52
8879	U.S. Bank Voyager Fleet Systems	Voyager Card Fuel Purchases	02/28/2023	4,465.02
8880	UnWired Broadband, LLC	Radio Communication	02/28/2023	9.02
8881	Verizon	Toughbooks Data Plan	02/28/2023	836.22
8882	Verizon Wireless	Cell Phone - Operations	02/28/2023	12.40
<b>Total</b>				<b>\$ 424,665.36</b>

Board Action: To approve disbursements from West America general account as presented for the total amount of \$424,665.36 for February 2023.

**NORTH CENTRAL FIRE PROTECTION DISTRICT  
FUND CASH BALANCES**

FUND CASH BALANCES	GENERAL	CAPITAL EQUIPMENT	BUILDING	EMS	SICK LEAVE	RESERVE FUND	RISK CONTINGENCY	TOTAL OF ALL FUNDS
FUND CLASS #	10000	20000	41400	41410	41420	41430	41440	
<b>Beg Balance 2/1/2023</b>	<b>\$ 3,716,433.72</b>	<b>\$ 4,502,001.16</b>	<b>\$324,759.56</b>	<b>\$ 1,044,365.13</b>	<b>\$35,341.17</b>	<b>\$350,506.95</b>	<b>\$ 122,745.66</b>	<b>\$ 10,096,153.35</b>
<b>Ending Balance 2/28/2023</b>	<b>\$ 2,825,839.03</b>	<b>\$ 4,502,001.16</b>	<b>\$324,759.56</b>	<b>\$ 1,045,466.79</b>	<b>\$35,341.17</b>	<b>\$350,506.95</b>	<b>\$ 122,745.66</b>	<b>\$ 9,206,660.32</b>

**NORTH CENTRAL FIRE PROTECTION DISTRICT  
SERVICES, SUPPLIES AND MAINTENANCE  
BUDGET - TO - ACTUAL  
JULY 2022 - JUNE 2023**

<b>Services, Supplies and Maintenance</b>	<b>Fiscal Year 2022 - 2023 Budget</b>	<b>Activity thru 1/31/22</b>	<b>February</b>	<b>YTD Total</b>	<b>% of Budget Used</b>	<b>Budget Remaining</b>	<b>% of Budget Remaining</b>
County of Fresno - Dispatch Services	\$ 183,900.00	\$ 107,255.75	\$ 15,322.25	\$ 122,578.00	66.7%	\$ 61,322.00	33.3%
Pension Obligation Bonds	385,500	216,407.59	30,915.37	247,322.96	64.2%	138,177.04	35.8%
FCERA Payment Financing	417,900	417,547.70	0.00	417,547.70	99.9%	352.30	0.1%
Apparatus Financing Payment	49,200	49,160.54	0.00	49,160.54	99.9%	39.46	0.1%
Station 54 Lease	40,800	27,200.00	6,668.14	33,868.14	83.0%	6,931.86	17.0%
Property, Auto & Liability Insurance	133,000	132,945.00	0.00	132,945.00	100.0%	55.00	0.0%
Personal Protective Equipment	92,100	115,551.32	2,754.03	118,305.35	128.5%	-26,205.35	-28.5%
Communications	124,000	135,757.76	17,600.89	153,358.65	123.7%	-29,358.65	-23.7%
Apparatus Maintenance	250,000	225,054.63	44,275.16	269,329.79	107.7%	-19,329.79	-7.7%
Station Equipment Maintenance	12,000	8,242.47	969.18	9,211.65	76.8%	2,788.35	23.2%
Computers & Office Equipment	77,300	79,088.75	5,857.96	84,946.71	109.9%	-7,646.71	-9.9%
Facility Maintenance	200,000	110,813.97	20,260.91	131,074.88	65.5%	68,925.12	34.5%
Station Supplies	71,900	36,158.34	3,121.53	39,279.87	54.6%	32,620.13	45.4%
Fuel	163,000	93,223.31	12,631.40	105,854.71	64.9%	57,145.29	35.1%
Utilities	90,400	57,071.97	6,803.72	63,875.69	70.7%	26,524.31	29.3%
Legal & Accounting	146,800	103,440.83	7,170.05	110,610.88	75.3%	36,189.12	24.7%
Professional Services	152,200	87,651.80	8,018.90	95,670.70	62.9%	56,529.30	37.1%
Membership Dues & Subscriptions	18,800	12,917.95	237.00	13,154.95	70.0%	5,645.05	30.0%
Travel Expenses	45,000	32,757.54	715.46	33,473.00	74.4%	11,527.00	25.6%
Training	120,000	32,699.25	(5,446.24)	27,253.01	22.7%	92,746.99	77.3%
Health, Fitness and Safety	30,000	16,029.86	10.00	16,039.86	53.5%	13,960.14	46.5%
Office Supplies	17,000	18,001.80	839.89	18,841.69	110.8%	-1,841.69	-10.8%
Food	36,000	38,445.85	55.82	38,501.67	106.9%	-2,501.67	-6.9%
Fire Prevention	50,000	29,752.92	4,588.88	34,341.80	68.7%	15,658.20	31.3%
Apparatus Tools, Equipment & Hose	115,000	42,218.22	2,828.57	45,046.79	39.2%	69,953.21	60.8%
SCBA Masks & Maintenance	84,000	936.88	360.73	1,297.61	1.5%	82,702.39	98.5%
<b>Totals</b>	<b>\$ 3,105,800.00</b>	<b>\$ 2,226,332.00</b>	<b>\$ 186,559.60</b>	<b>\$ 2,412,891.60</b>	<b>77.7%</b>	<b>\$ 692,908.40</b>	<b>22.3%</b>

8th month of fiscal year - average = 66.67%

**NORTH CENTRAL FIRE PROTECTION DISTRICT  
WAGES, BENEFITS, POB AND FUND EXPENDITURES  
BUDGET - TO - ACTUAL  
JULY 2022 - JUNE 2023**

<b>Wages, Benefits and POB</b>	<b>Fiscal Year 2022 - 2023 Budget</b>	<b>Activity thru 1/31/22</b>	<b>February</b>	<b>YTD Total</b>	<b>% of Budget Used</b>	<b>Budget Remaining</b>	<b>% of Budget Remaining</b>
<b>Current Board Wages and Benefits</b>	<b>\$ 51,200</b>	<b>\$ 27,414.70</b>	<b>\$ 4,034.49</b>	<b>\$ 31,449.19</b>	<b>61.4%</b>	<b>\$ 19,750.81</b>	<b>38.6%</b>
<b>Prior Board Member Benefits</b>	<b>5,600</b>	<b>3,079.25</b>	<b>440.75</b>	<b>3,520.00</b>	<b>62.9%</b>	<b>2,080.00</b>	<b>37.1%</b>
<b>Surviving Spouse Benefits</b>	<b>11,600</b>	<b>6,529.44</b>	<b>946.77</b>	<b>7,476.21</b>	<b>64.5%</b>	<b>4,123.79</b>	<b>35.5%</b>
<b>Employee Wages and Benefits</b>	<b>9,061,550</b>	<b>5,133,044.88</b>	<b>668,856.26</b>	<b>5,801,901.14</b>	<b>64.0%</b>	<b>3,259,648.86</b>	<b>36.0%</b>
<b>Total Wages, Benefits and POB</b>	<b>\$ 9,129,950</b>	<b>\$ 5,170,068.27</b>	<b>\$ 674,278.27</b>	<b>\$ 5,844,346.54</b>	<b>64.0%</b>	<b>\$ 3,285,603.46</b>	<b>36.0%</b>
<b>Fund Expenditures per Budget</b>							
<b>Weed Abatement</b>	<b>\$ 25,000</b>	<b>\$ 5,569.10</b>	<b>\$ -</b>	<b>\$ 5,569.10</b>	<b>22.3%</b>	<b>\$ 19,430.90</b>	<b>77.7%</b>
<b>Renovation of Station 59 App Bay</b>	<b>373,200</b>	<b>442,881.56</b>	<b>236,488.84</b>	<b>679,370.40</b>	<b>182.0%</b>	<b>-306,170.40</b>	<b>-82.0%</b>
<b>Type III Fire Engine</b>	<b>500,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>500,000.00</b>	<b>100.0%</b>
<b>Capital Improvement Projects</b>	<b>100,000</b>	<b>1,036.44</b>	<b>86,943.24</b>	<b>87,979.68</b>	<b>88.0%</b>	<b>12,020.32</b>	<b>12.0%</b>
<b>Two Fire Prevention Vehicles</b>	<b>85,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>85,000.00</b>	<b>100.0%</b>
<b>Miscellaneous Expenditures - Capital</b>	<b>20,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>20,000.00</b>	<b>100.0%</b>
<b>Total Fund Expenditures</b>	<b>\$ 1,103,200</b>	<b>\$ 449,487.10</b>	<b>\$ 323,432.08</b>	<b>\$ 772,919.18</b>	<b>70.1%</b>	<b>\$ 330,280.82</b>	<b>29.9%</b>

**NORTH CENTRAL FIRE PROTECTION DISTRICT  
REVENUE AND REIMBURSEMENTS  
BUDGET - TO - ACTUAL  
JULY 2022 - JUNE 2023**

Revenue	Fiscal Year 2022 - 2023 Budget	Activity thru 1/31/22	February	YTD Total	% of Budget Received	Budget Remaining	%
Property Taxes	\$ 10,942,100	\$ 5,602,085.77	\$ -	\$ 5,602,085.77	51%	\$ 5,340,014.23	49%
Interest (County Investment Pool)	131,400	40,181.90	0.00	40,181.90	31%	91,218.10	69%
Fees, Permits and Plan Checks	71,500	68,565.68	11,626.25	80,191.93	112%	-8,691.93	-12%
Ambulance Station Lease	17,400	12,645.37	1,690.00	14,335.37	82%	3,064.63	18%
Tower Rental	31,700	15,744.00	2,624.00	18,368.00	58%	13,332.00	42%
FCC ISA/Training Reimbursement	166,000	100,581.37	22,423.47	123,004.84	74%	42,995.16	26%
Reimbursement for Priority One Calls	13,000	0.00	0.00	0.00	0%	13,000.00	100%
Miscellaneous Income	17,300	19,494.72	0.00	19,494.72	113%	-2,194.72	-13%
<b>Revenue Totals</b>	<b>\$ 11,390,400</b>	<b>\$ 5,859,298.81</b>	<b>\$ 38,363.72</b>	<b>\$ 5,897,662.53</b>	<b>51.78%</b>	<b>\$ 5,492,737.47</b>	<b>48.2%</b>
<b>Reimbursable Items</b>							
SHSGP and OES Grant Reimbursements	\$ 120,000	\$ 18,306.00	\$ -	\$ 18,306.00	15%	\$ 101,694.00	85%
Strike Team Reimbursement		121,925.92	19,580.22	141,506.14			
2019 SAFER Grant	919,000	405,873.07	0.00	405,873.07	44%	513,126.93	56%
2020 SAFER Grant	867,600	275,174.10	0.00	275,174.10	32%	592,425.90	68%
<b>Reimbursement Totals</b>	<b>\$ 1,906,600</b>	<b>\$ 821,279.09</b>	<b>\$ 19,580.22</b>	<b>\$ 840,859.31</b>	<b>44.10%</b>	<b>\$ 1,207,246.83</b>	<b>63%</b>



**NORTH CENTRAL FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING  
THURSDAY, FEBRUARY 23, 2023  
START TIME: 4:30 P.M.  
LOCATION: 15850 W. KEARNEY BLVD., KERMAN CA.**

**MINUTES**

The North Central Fire Protection District Board of Directors meetings are electronically broadcast. You can view the meeting on the District's website, [www.northcentralfire.org](http://www.northcentralfire.org), by selecting Administration, then Board Meetings from the drop-down menu and clicking the "Live Stream" link. Please note this is not an interactive forum.

Anyone wishing to address the Board on any agenda item, can do so by written communication or in person during a Board of Directors meeting. In order to allow time for all public comments, individuals are limited to five minutes total for each action item.

**1. CALL TO ORDER**

District Board Chair Mr. Ken Abrahamian called the meeting to order at 4:38 p.m.

**Roll Call**

**Board Members Present:** Mr. Michael Golden, Mr. Michael Foglio, Mr. Ken Abrahamian, and Ms. Amanda Souza (until 7:00 p.m.). Mr. Rusty Nonini arrived at 4:45pm.

Also present were Fire Chief Tim Henry, District Counsel Ken Price, Deputy Chief McAfee, and Cheryl Carlson.

**2. INVOCATION AND FLAG SALUTE**

The invocation will be led by Pastor Lance Goldsmith of NorthPoint and the flag salute will be led by Chief Henry.

**3. PUBLIC COMMENTS**

No public comments.

**4. CONSENT AGENDA**

- A) Consideration and Approval of Disbursements Lists for January 2023
- B) Review and Acceptance of Monthly Financial Reports
  - 1) Fresno County: Cash Balances – All Funds
  - 2) Budget Variance Report: YTD Expenses Compared to Budget
  - 3) Revenue and Reimbursement Report

MOTION: To approve the consent agenda as presented.

Moved by: Mr.Foglio, second by Mr. Golden

Mr. Abrahamian:	Mr. Golden:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote
Aye	Aye	Aye	Absent	Aye	4/0

**5. APPROVAL OF MINUTES**

A) Minutes of the Regular Board Meeting of January 26, 2023

MOTION: To approve the minutes of the Regular Board Meeting of January 26, 2023, as presented.

Moved by: Ms. Souza, second by Mr. Foglio

Mr. Abrahamian:	Mr. Golden:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote
Aye	Aye	Aye	Absent	Aye	4/0

**6. DISTRICT AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2022**

A) Action item - Consider and accept the District Audit as presented by Max Leung with Sampson, Sampson and Patterson for the fiscal year ending June 30, 2022.

Auditor Max Leung presented the audit to the board members.

MOTION: To accept the audit as submitted by Sampson, Sampson and Patterson for the fiscal year ending June 30, 2022.

Moved by: Mr. Nonini, second by Mr. Abrahamian

Mr. Abrahamian:	Mr. Golden:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote
Aye	Aye	Aye	Aye	Aye	5/0

**7. MID-YEAR BUDGET REVIEW**

Cheryl Carlson provided a mid-year information only status report and projections for fiscal year end to the board members.

**8. CODE OF ETHICS**

Chief Henry presented a draft code of ethics for the board's review and Mr. Price shared specific details regarding the code. Chief Henry to meet with representatives from Local 5260 and return to the board in March with draft language for the board's review..

**9. FIRE CHIEF REPORT**

- A) Fire Incident/Fire Prevention Reports for January 2023
- B) Operational Update

No public comments

**10. CLOSED SESSION**

**A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) of Subdivision (d) of Section 54956.9: Number of cases: 1

**B. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS PURSUANT TO GOVERNMENT CODE SECTION 54956.8**

APN: 02520017S

Property: Kerman 93630

Agency Negotiation: Chief Tim Henry

Negotiating Parties: Roland C. and Darlene A. Nale

Under Negotiation: Price and Terms of Sale

**C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

TITLE: Fire Chief

Report from Closed Session: No action to report.

**11. EXECUTION OF EMPLOYMENT AGREEMENT WITH FIRE CHIEF TIM HENRY**

Moved to the March 2023 agenda.

**12. BOARD MEMBER COMMENTS/REPORTS**

No Comments.

**13. ANNOUNCEMENTS**

A) Regular Board Meeting: Thursday, March 23, 2023, at 4:30 p.m.

**14. ADJOURNMENT**

The meeting was adjourned at 5:12 p.m.

Moved by Mr. Nonini; second by Mr. Foglio

Mr. Abrahamian:	Mr. Golden:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote
Aye	Aye	Aye	Aye	Absent	4/0

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Amanda Souza, Board Secretary  
North Central Fire Protection District

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Date



## **NORTH CENTRAL FIRE PROTECTION DISTRICT**

**Board of Directors:** Ken Abrahamian • Michael Golden

Michael Foglio • Rusty Nonini • Amanda Souza

**Fire Chief:** Timothy V. Henry, CFO, EFO

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Fire Headquarters

15850 W. Kearney Boulevard

Kerman, California 93630-9335

(559) 275-5531 • FAX (559) 846-3788

[www.northcentralfire.org](http://www.northcentralfire.org)

## **MEMORANDUM**

**TO:** North Central Board of Directors

**FROM:** Tim Henry, Fire Chief

**DATE:** March 23, 2023

**SUBJECT:** Weed Abatement Resolution No. 23-01

---

Attached for the Board's review and adoption is Weed Abatement Resolution No. 23-01, which establishes a public nuisance exists, and sets the Public Hearings for May 25, 2023, June 22, 2023, July 27, 2023 and August 24, 2023.

A copy of Exhibit A of Resolution No. 23-01 will be available at the Board meeting.

**Recommended Action:** Adopt Resolution No. 23-01 to establish the existence of a public nuisance within the North Central Fire District and to set the public hearing dates to May 25, 2023, June 22, 2023, July 27, 2023 and August 24, 2023 at 4:30 p.m.

# RESOLUTION NO. 23-01

## A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH CENTRAL FIRE PROTECTION DISTRICT ESTABLISHING THE EXISTENCE OF A PUBLIC NUISANCE WITHIN THE NORTH CENTRAL FIRE PROTECTION DISTRICT

At a regular meeting of the Board of Directors of North Central Fire Protection District, it was moved by director \_\_\_\_\_, and seconded by director \_\_\_\_\_ and duly carried that the following resolution be adopted:

**WHEREAS**, Fire Chief Tim Henry brought to the attention of the North Central Fire Protection District Board of Directors that weeds, as defined in Health and Safety Code section 14875, are likely to develop upon streets, sidewalks, or parcels of private property located within the boundaries of the North Central Fire Protection District that constitute a public nuisance as a fire hazard when dry and combustible, and create a menace to the public health as noxious or dangerous; and,

**WHEREAS**, it appears necessary to set public hearings at which the Board of Directors shall hear objections to the proposed weed abatement of such weeds and give any objections due consideration.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** the Board of Directors of the North Central Fire Protection District proposes that public hearings be set at 4:30 pm on Thursday, May 25, 2023, June 22, 2023, July 27, 2023, and August 24, 2023 to consider the existence of such public nuisance and hear objections to the abatement of such weeds. The property upon which, or in front of which a nuisance exists is described by parcel number in Exhibit "A".

Passed and adopted at a regular meeting of the Board of Directors of the North Central Fire Protection District held on the 23rd day of March 2023 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**APPROVED:**

\_\_\_\_\_  
Ken Abrahamian, Board Chair

**ATTEST:**

\_\_\_\_\_  
Amanda Souza, Board Secretary

**CERTIFICATE**

**STATE OF CALIFORNIA     )**  
**COUNTY OF FRESNO        ) ss.**  
**CITY OF KERMAN            )**

I, Amanda Souza, Board Secretary of the North Central Fire Protection District, do hereby certify the foregoing Resolution of the Board of Directors of the North Central Fire Protection District was duly passed and adopted at a Regular Meeting of the Board of Directors on March 23, 2023.

**DATED:** March 23, 2023

\_\_\_\_\_  
Amanda Souza, Board Secretary

## **EXHIBIT "A"**

### **RESOLUTION NO. 23-01**

**Exhibit A for District Resolution No. 23-01 is a document of over 400 pages listing over 16,000 parcels located in the District as well as listing the property owners and addresses of these parcels. If any person would like to view this exhibit, please call (559) 878-4534 to setup a time when you may come to District Headquarters to view the document.**



## **NORTH CENTRAL FIRE PROTECTION DISTRICT**

**Board of Directors:** Ken Abrahamian • Michael Golden

Michael Foglio • Rusty Nonini • Amanda Souza

**Fire Chief:** Timothy V. Henry, CFO, EFO

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Kerman, California 93630-9335  
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[www.northcentralfire.org](http://www.northcentralfire.org)

### **MEMORANDUM**

**TO:** North Central Board of Directors

**FROM:** Tim Henry, Fire Chief

**DATE:** March 23, 2023

**SUBJECT:** Code of Ethics

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At the February 23<sup>rd</sup> board meeting, a draft Code of Ethics was presented for the Board's review and consideration. Staff has reviewed the proposed item with representatives of Local 5260 and they have indicated they have no objections to the item or recommended changes to the language.

As such, the following Code of Ethics is presented for the board's review and adoption. Once adopted, the code will be incorporated into departmental and board policies and procedures.

**Recommended Action:** Consider and adopt the Code of Ethics as presented.

*"To protect and put service above all else"*



ADMINISTRATIVE MANUAL		
	<b>Code of Ethics Policy</b>	<u>EFFECTIVE DATE:</u> <b>TBD</b>
	<u>APPROVED BY:</u>	<u>REVISED DATE:</u> <b>TBD</b>
	Timothy V. Henry Fire Chief	<u>NUMBER:</u> <b>100.002</b>

**Goals of the Code of Ethics:**

To make the North Central Fire Protection District (the "District") a better California Special District, built on mutual respect and trust, and to promote and maintain the highest standards of personal and professional conduct among all involved in District government, District staff, volunteers and members of the District's Board.

This Code of Ethics Policy (this "Policy") applies to all elected officials, officers, employees, members of advisory committees, explorers, and volunteers of the District, herein called officials for the purposes of this policy.

The proper operation of democratic government requires that decision-makers be independent, impartial and accountable to the people they serve. The District has adopted this Policy to promote and maintain the highest standards of personal and professional conduct in the District's government.

All elected and appointed officials, District employees, volunteers and others who participate in the District's government are required to comply with this Policy, understand how it applies to their specific responsibilities and practice its eight core values in their work. Because we seek public confidence in the District's services and public trust of its decision-makers, our decisions and our work must meet the most demanding ethical standards and demonstrate the highest levels of achievement in following this Policy.

**Core Values:**

As participatory officials in the District's government, we subscribe to the following Core Values:

As a representative of the District, I will be ethical. In practice, this value looks like:

- I am trustworthy, acting with the utmost integrity and moral courage.
- I am truthful. I do what I say I will do. I am dependable.
- I make impartial decisions, free of bribes, unlawful gifts, narrow political interests, financial and other personal interests that impair my independence of judgment or action.
- I am fair, distributing benefits and burdens according to consistent and equitable criteria.

- I extend equal opportunities and due process to all parties in matters under consideration. If I engage in unilateral meetings and discussions, I do so without making voting decisions.
- I show respect for persons, confidences and information legally designated as "confidential."
- I use my title(s) only when conducting official District business, for information purposes or as an indication of background and expertise, carefully considering whether I am exceeding or appearing to exceed my authority.
- I will avoid actions that might cause the public or others to question my independent judgment.

As a representative of the District, I will be professional. In practice, this value looks like:

- I apply my knowledge and expertise to my assigned activities and to the interpersonal relationships that are part of my job in a consistent, confident, competent and productive manner.
- I approach my job and work-related relationships with a positive, collaborative attitude.
- I keep my professional education, knowledge and skills current and growing.

As a representative of the District, I will be service-oriented. In practice, this value looks like:

- I provide friendly, receptive, courteous service to everyone.
- I attune to and care about the needs and issues of citizens, public officials and District workers.
- In my interactions with constituents, I am interested, engaged and responsive.

As a representative of the District, I will be fiscally responsible. In practice, this value looks like:

- I make decisions after prudent consideration of their financial impact, taking into account the long-term financial needs of the District, especially its financial stability.
- I demonstrate concern for the proper use of District assets (e.g., personnel, time, property, equipment, funds) and follow established procedures.
- I make good financial decisions that seek to preserve programs and services for District residents.
- I have knowledge of and adhere to the District's Purchasing and Contracting and Allocation of Funds Policies.

As a representative of the District, I will be organized. In practice, this value looks like:

- I act in an efficient manner, making decisions and recommendations based upon research and facts, taking into consideration short- and long-term goals.
- I follow through in a responsible way, keeping others informed and responding in a timely fashion.
- I am respectful of established District processes and guidelines.

As a representative of the District, I will be communicative. In practice, this value looks like:

- I positively convey the District's care for and commitment to its citizens.

- I communicate in various ways that I am approachable, open-minded and willing to participate in dialog.
- I engage in effective two-way communication, by listening carefully, asking questions and determining an appropriate response which adds value to conversations.

As a representative of the District, I will be collaborative. In practice, this value looks like:

- I act in a cooperative manner with groups and other individuals, working together in a spirit of tolerance and understanding.
- I work towards consensus building and gain value from diverse opinions.
- I accomplish the goals and responsibilities of my individual position, while respecting my role as a member of a team.
- I consider the broader regional and statewide implications of the District's decisions and issues.

As a representative of the District, I will be progressive. In practice, this value looks like:

- I exhibit a proactive, innovative approach to setting goals and conducting the District's business.
- I display a style that maintains consistent standards, but is also sensitive to the need for compromise, "thinking outside the box" and improving existing paradigms when necessary.
- I promote intelligent and thoughtful innovation in order to forward the District's policy agenda and District services.

### **Legal Requirements:**

The following laws and regulations guide the District's Board and staff on how to prevent or minimize the risk of an actual or potential conflict-of-interest as well as the appearance of a conflict-of-interest:

#### **(a) Government Code Section 1090 et seq.**

Section 1090 addresses conflicts of interest in the contract-making process. This section prohibits public agency board members and commissioners, officers and employees from being financially interested in contracts made by them in their official capacities, or by their respective boards or commissions. This prohibition extends to votes made by the Board irrespective of whether or not the District's Board member abstained from voting on the matter, disclosed the interest, or avoided discussions regarding the interest. A contract made in violation of Section 1090 is void even if a court finds no intentional wrongdoing by the financially interested member. There are certain limited exceptions that will permit financially interested directors to recuse themselves and allow the Commission to enter into the contract. Such contracts should be carefully reviewed by the District's legal counsel.

**(b) Political Reform Act (Government Code § 87100 et seq.)**

The Political Reform Act addresses financial conflicts of interest (i.e., conflicts of interest arising from economic interests). Under the Political Reform Act, no public official at any level of state or local government may make, participate in making or in any way attempt to use his or her official position to influence a governmental decision in which he or she knows or has reason to know that he or she has a financial interest.

Generally, a public official has a conflict-of-interest with respect to a particular governmental decision if it is sufficiently likely that the outcome of the decision will have a direct, and in some cases an indirect, impact on the public official's economic interests. The District's Board and staff are directed to the California Fair Political Practices Commission's checklist to assist a public official in determining whether or not he or she has a financial conflict-of-interest.

**(c) Incompatible Offices (Government Code § 1126)**

The District's Board and staff are prohibited from engaging in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to, his or her duties as a District officer or employee or with the duties, functions, or responsibilities of his or her appointing power or the agency by which he or she is employed.

**(d) Assembly Bill No. 1234**

Assembly Bill No. 1234 requires, among other things, that all local agencies that provide compensation, salary, or stipends to, or reimburse the expenses of, members of a legislative body must provide ethics training to local agency officials by January 1, 2007 and every two (2) years thereafter.

**(e) Conflict-of-Interest Code; Statement of Economic Interests**

By July 1 of each even-numbered year, the District must review and adopt a Conflict-of-Interest Code in accordance with the Political Reform Act. If a change in the code is necessitated by changed circumstances, the Commission must submit an amended Conflict-of-interest Code to the Clerk of the Fresno County Board of Supervisors

**Enforcement:**

Any Board member or staff found to be in violation of this Code of Ethics may be subject to Censure by the District Board or, if a violation of legal requirements occurs, subject to civil fines or criminal sanctions, as authorized by law. In the case of an employee, appropriate action shall be taken by the Fire Chief or by an authorized designee.



## **NORTH CENTRAL FIRE PROTECTION DISTRICT**

**Board of Directors:** Ken Abrahamian • Michael Golden

Michael Foglio • Rusty Nonini • Amanda Souza

**Fire Chief:** Timothy V. Henry, CFO, EFO

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### **MEMORANDUM**

**TO:** North Central Board of Directors

**FROM:** Tim Henry, Fire Chief

**DATE:** March 23, 2023

**SUBJECT:** Acquisition of Fire Apparatus

---

On March 12, 2023, department staff received an email offering two fire apparatus for sale from the City of Fowler. This email was addressed to multiple fire agencies across multiple states and outlined the offer of two pieces of equipment as follows:

- 2022 Ford F-550 Patrol Pumper Type 6 Wildland Fire Apparatus - \$252,143
- 2019 Freightliner M2106 Water Tender - \$434,491

The apparatus are being sold by the City of Fowler as they recently contracted with another agency to provide fire and emergency response services, and they no longer have need for the equipment, which was ordered and just received prior to contract execution.

Both apparatus are considered brand new with little to no operational time, and have approximately 2,900 miles, which was mainly delivery freeway miles from the manufacturer (Rosenbauer South Dakota, LLC) to Fowler. Both pieces of equipment are still under warranty.

The actual sales price of each vehicle (noted above) represents the total purchase price of the vehicles by the city plus ten percent. This ten percent premium was placed on the vehicles to cover equipment that had been added by the department and to account for the immediate availability of the items. As NCFPD is currently experiencing, buildout times for new apparatus are running significantly long and can be upwards of one to two years before actual receipt of the new apparatus is realized. The immediate availability of these engines does make them a valuable commodity.

Staff is recommending that the Board authorize the Fire Chief to negotiate with representatives of the City of Fowler for the purchase of these engines.

The purchase will immediately benefit the department by allowing the removal of older, significantly costly equipment from front-line service, thus reducing apparatus maintenance repair costs. The equipment is still under warranty thus further minimizing apparatus maintenance repair costs.

Staff is recommending that this purchase be paid for by utilizing funds that have been accruing from fire facility fees collected by the City of Kerman for use by NCFPD. The balance of this account as of 6/30/22 is \$563,070.33 as provided by the City of Kerman. Any fire facility fees collected since June 2022 plus accrued interest will also be utilized once Kerman city staff have updated the account. Staff is recommending that the balance of any remaining purchase cost (estimated to be less than \$100,000) be paid from the Districts capital fund.

Staff will return to the board with a summary of the final purchase transactions should the board approve this requested action.

**Recommended Action:** Consider the purchase of two fire apparatus from the City of Fowler and authorize the Fire Chief to negotiate and finalize purchase terms.

# February 2023

**Total Calls**  
**366**

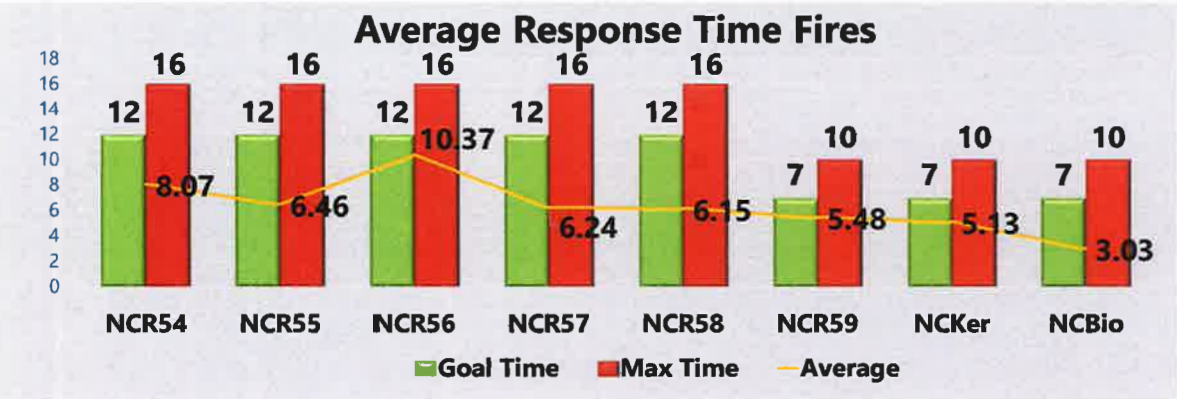
**Fire/Other**  
**14%**

**50** Fire Call Types

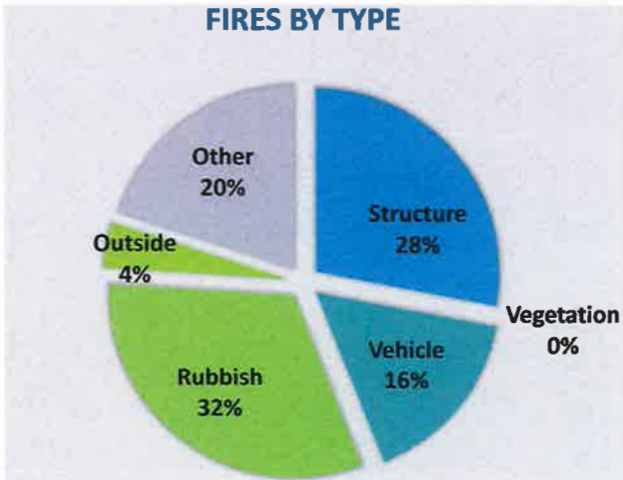
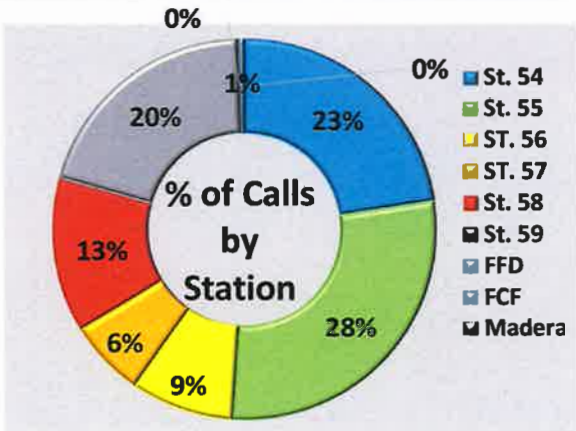
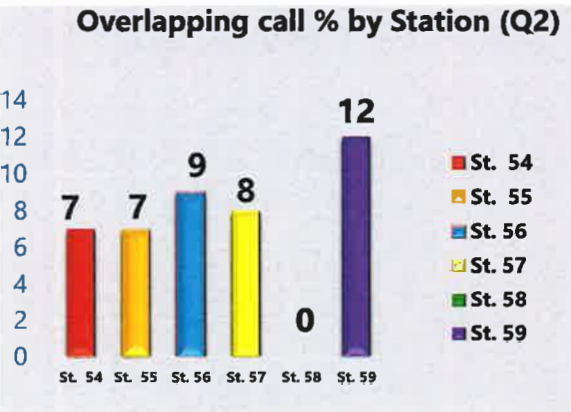
**104** Other Types

**EMS/Rescue**  
**58%**

**212** EMS/Rescue Call Types



**TOTAL FIRE LOSS**  
**\$520,600.00**





# County of Fresno

## BOARD OF SUPERVISORS

Chairman  
**Sal Quintero**  
District Three

Vice Chairman  
**Nathan Magsig**  
District Five

**Brian Pacheco**  
District One

**Steve Brandau**  
District Two

**Buddy Mendes**  
District Four

**Bernice E. Seidel**  
Clerk

March 14, 2023

North Central Fire Protection District  
Joe Barcelos, Business Manager  
15850 W. Kearney Blvd  
Kerman, CA 93630

RE: Riverdale Memorial District, Tranquillity Public Utility District, and Orange Cove Police Protection District; Request to Move Elections of Board of Trustees from Odd-Numbered to Even-Numbered Years

Dear Chief Barcelos:

Please take notice that the above districts have requested the Fresno County Board of Supervisors (the "Board") to approve resolutions to move from odd-numbered year to even-numbered year elections. Before acting on this request, the Board seeks written comments from each district in Fresno County (California Elections Code section 10404, subdivision (c)).

The Board is scheduled to consider the District's request to approve the Resolution at its April 11, 2023, regular meeting. To ensure that your District's written comments are transmitted to the Board with its agenda materials, the County must receive them no later than 9:00 a.m. on March 27, 2023. Please transmit your District's comments to Clerk of the Board of Supervisors, County of Fresno, 2281 Tulare Street, Room 301, Fresno, California 93721.

Thank you for your attention to this matter.

Sincerely,

Bernice E. Seidel  
Clerk of the Board of Supervisors

RECEIVED

MAR 20 2023

NORTH CENTRAL  
FIRE DISTRICT