***BURNEY FIRE PROTECTION DISTRICT***

Established 1939

**BOARD AGENDA**

REGULAR MEETING

Board Chair – Forrest Bartell

Legislative Committee

*December 1, 2024 – December 1, 2028*

Vice Chair – Irene May

Finance & Strategic Committees

*December 1, 2022 – December 2, 2026*

Secretary – Pamela Grant

Fire Station Relocation/Legislative Committees

*March 23, 2022 – December 4, 2026*

Board Member – Roger Valinoti

Finance Committee

*December 1, 2024 – December 1, 2028*

Board Member – Karen VanCleave

Strategic Committee

*January 17, 2023 – December 4, 2026*

Board Room

Burney Fire Protection District Headquarters

37072 Main Street

Burney, California 96013

Date: Tuesday, July 15, 2025

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 the 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 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 15, 2025**

**10:00 AM Regular Meeting**

**OPEN SESSION**

**1. MEETING CALLED TO ORDER**

Forrest Bartell

**2. FLAG SALUTE**

Forrest Bartell

**3. ROLL CALL**

Forrest Bartell

Irene May

Roger Valinoti

Pamela Grant

Karen VanCleave

**4**. **AGENDA APPROVAL**

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

**5.** **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.

**6**. **PUBLIC FORUM RESPONSE**

Response to public comments by Fire Chief, if necessary.

**7.** **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 later discussion.

1. Approval of check register (pages 5-11)
2. Monthly Funds Transfer Summary for June (page 12)
3. Approval of the Minutes: Regular Meeting June 12, 2025 (pages 13-17)
4. Monthly financial reports for June 2025 (pages 18-22)
5. Ambulance accounts receivable reports for June 2025 (Wittman & FCN) (pages 23-30)
6. June Incident Counts (pages 31-34)

**8.** **ITEMS REMOVED FROM THE CONSENT CALENDAR**

None.

**9. DISCUSSION/ACTION ITEMS**

1. Annexation No. 25-1 Into Community Facilities District No. 2006-1

*Action:*

*Open the Public Hearing and keep open until July 16, 2025 at 3:00 pm, and receive public testimony and property owner protests for the proposed annexation territory into Community Facilities District No. 2006-1 and the authorization to levy a special tax within the proposed territory.*

*Adopt Resolution No. BFPD 2025-09 annexing territory to Community Facilities District No. 2006-1, authorizing the levy of special taxes and submitting levy of tax to qualified electors.*

*Adopt Resolution No. BFPD 2025-10 declaring results of a special annexation election, determining validity of prior proceedings, and directing recording of amended Notice of Special Tax Lien.*

1. Establish the Annual Special Tax Levy for Fiscal Year 2025-2026

*Action: Adopt Resolution No. BFPD 2025-11 to Establish the Annual Special Parcel Tax Levy for Fiscal Year 2025-2026*

1. Fire Chief Job Description Review

*Action: Discussion and provide direction*

**10. FUTURE AGENDA ITEMS**

**11. FIRE CHIEF’S REPORT**

**12.** **BOARD MEMBER COMMENTS**

**13. CLOSED SESSION**

1. Personnel Matters Gov. Code § 54957(b) - Fire Chief and EMS Personnel
2. Potential Litigation Gov. Code § 54956.9(d)(2) – Property Owner

**14. REPORT FROM CLOSED SESSION**

**15. 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 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.