



PACIFIC FRUITRIDGE FIRE PROTECTION DISTRICT

AGENDA
BOARD OF DIRECTORS
WEDNESDAY, AUGUST 14, 2024, 6:15 P.M. AT
5770 FREEPORT BLVD., STE. 44, SACRAMENTO, CA 95822
D.O.R. CONFERENCE ROOM

ITEM #1: CALL TO ORDER

ITEM #2: APPROVE MINUTES OF MEETING ON JULY 10, 2024
Discussion & Action

ITEM #3: APPROVE PAYROLL FOR THE MONTH OF JULY 2024 (**\$4,395.80**)
Discussion & Action

ITEM #4: SACRAMENTO FIRE DEPARTMENT REPORT
Discussion

ITEM #5: APPROVE CLAIMS
A. Streamline for August 2024 - \$355.00
B. City of Sacramento SFD Fund Balance FY23-24 - \$1,561,477.81
C. NCSDIA Workers Comp. 1st Installment - \$945.00
D. NCSCIA Property & Casualty Insurance - \$173.00

ITEM #6: WEBSITE DOMAIN NAMES
Discussion & Action

ITEM #7: BOARD MEMBERS' REPORT / NEW BUSINESS
- Assessor's Reports Handouts – Director Miller
- Rob Merritt, CPA Rate Increase – Secretary Merrill
- Tuff Shed / Gate for Station 56– Secretary Merrill
- Elections Update – Candidate Registration – Secretary Merrill
- Station 56 Open House on August 24 at 10:00a – 12:00p – Secretary Merrill
- Anything else to report?
Discussion

ITEM #8: SET MEETING DATE FOR SEPTEMBER 11, 2024 (2nd Wed. is 9/11/24)
Discussion

ITEM #9: ADJOURN

MINUTES

SUBJECT: Minutes of the regular meeting of the Board of Directors, Pacific Fruitridge Fire Protection District held on Wednesday, July 10, 2024.

PRESENT: Michael Miller, (President), Becky Chima (Vice-President), Clara Parks (Director), Daniel LaTurner (Director), and Harpindar Chima (Director) were present. Michelle Merrill (Board Recording Secretary), and Assistant Chief Robert Knaggs were present.

ITEM #1: Director/ President Miller called the meeting to order at 6:15 p.m.

ITEM #2: Director Parks made a motion to approve the Minutes of the June 12, 2024 Board meeting. Director LaTurner seconded the motion. Motion carried unanimously.

ITEM #3: Director H. Chima made a motion to approve the payroll for the month of June 2024 in the amount of \$3,308.32. Director LaTurner seconded the motion. Motion carried unanimously.

ITEM #4: Sacramento Fire Department Report –Assistant Chief Robert Knaggs provided the Board with the fire report handouts and a verbal report on action items for Stations 56 and 57. Chief Knaggs handed out the monthly fire report and a special report that provided 4th of July holiday stats on fireworks and firework related incidents. He noted that while calls are down for the month of July, that time of task for medics was still at 40%. He indicated that there were 111 firework related incidents. Chief Knaggs reported on the status of the current projects at both Station 56 and Station 57. He reported that the asphalt replacement on the back driveway at Station 56 was completed and that Station 57 was going to get a generator.

ITEM #5: The Board was presented with the following invoices to be paid:

A. Streamline (website) Fee for July 2024 - \$355.00

Director H. Chima made a motion to pay \$355 to Streamline for June web services. Director B. Chima seconded the motion. Motion carried unanimously.

B. City of Sacramento SFD Fund Balance FY23-24 - \$1,534,265.95

Secretary Merrill presented the invoice along with the supporting documents including the formula used. The Board had questions on the formula and directed Secretary Merrill to confer with Rob Merritt, CPA and table the item until the August Board meeting.

ITEM #6: Actuarial Valuation Firm Proposals

Secretary Merrill provided the Board with three proposals for Actuarial services for the OPEB GASB 75 Valuation for the upcoming audit year. Director LaTurner made a motion to accept Actuarial Retirement Consulting's proposal for services. Director H. Chima seconded the motion. Motion carried unanimously.

ITEM #7: Secretary Salary Increase

The Board went into a closed session to discuss. Director LaTurner made a motion to increase the Board Secretary salary to \$40 an hour. Director/Vice-President B. Chima seconded the motion. Motion carried unanimously.

ITEM #8: Website options

Secretary Merrill presented a draft website prototype for the Board to review along with the package pricing for hosting. Director H. Chima made a motion to continue building a new website and to choose the Wix Core package at \$29 a month (\$348 annually). Director Parks seconded the motion. Motion carried unanimously.

ITEM #9: Board Members’ Report / New Business -

- Summary of Assessor Reports – The Assessor reports were provided as handouts at the meeting. Director/President Miller noted that there were two new appeals and the valuation report showed the net ratios were over a percent.
- Tuff Shed for Station 56 – Secretary Merrill reported that she is continuing to work with Tuff Shed on the order and getting them set up as a vendor.
- NCS DIA Installment amounts – Director/President Miller let the Board know that the installment amounts went down for the year and he asked if Director/Vice-President B. Chima could attend the January virtual meeting. Director/President Miller asked Secretary Merrill to check on receiving the invoices from NCS DIA.
- Elections Update – Secretary Merrill reminded the board that the dates to register as a candidate at the County Elections office are between July 15 – August 9th.
- Other Items to report – None.

ITEM #10: The next Board Meeting date was set for Wednesday, August 14, 2024.

ITEM #11: Meeting adjourned at 7:50 p.m.

Respectfully Submitted,



Michelle Merrill
Board Recording Secretary

BOARD OF DIRECTORS, PACIFIC FRUITRIDGE FPD



PACIFIC FRUITRIDGE FIRE PROTECTION DISTRICT

PACIFIC FRUITRIDGE FIRE PROTECTION DISTRICT

PAYROLL – JULY 2024

REGULAR WAGES (MERRILL)	1,600.00
BOARD SALARIES (Meeting – JULY 10, 2024)	500.00
HEALTH PREMIUM (Pacific – AUGUST 2024)	2,122.47
MEDICARE/SOCIAL SECURITY TAX (O.A.S.D.I)	173.33
TOTAL	\$4,395.80

PACIFIC FRUITRIDGE FPD
BOARD OF DIRECTORS

DATE SIGNED: _____

Invoice



Invoice number 4049D58E-0046
Date of issue August 1, 2024
Date due August 31, 2024

Streamline

United States
+1 916-238-1811
support@getstreamline.com

Bill to

Pacific Fruitridge Fire Protection
District
5770 Freeport Blvd., Ste. 200
Sacramento, California 95822
United States
+1 916-320-5333
pffpd.michelle@gmail.com

\$355.00 USD due August 31, 2024

[Pay online](#)

Description	Qty	Unit price	Amount
Streamline Web 1m-5m Aug 1 – Sep 1, 2024	1	\$355.00	\$355.00
Subtotal			\$355.00
Total			\$355.00
Amount due			\$355.00 USD

Questions?

Billing: 916-477-2455
Website Support: 916-238-1811

Need our W-9 for tax purposes?
You can download it at www.getstreamline.com/w9.

If paying by check, include invoice number in the memo line on the check

Pay with ACH or wire transfer

Bank transfers, also known as ACH payments, can take up to five business days. To pay via ACH, transfer funds using the following bank information.

Bank name WELLS FARGO BANK, N.A.
Routing number 121000248
Account number 40630105364806271
SWIFT code WFBIUS6S

Pay \$355.00 by check

Make payable to Streamline
Memo 4049D58E-0046
Mail to PO Box 207561
Dallas, TX 75320-7561

Please enclose a printed copy of this Invoice PDF and use USPS. (Courier services may not deliver to PO Boxes.) Once received, checks are processed within 3 business days.

DRAFT

Pacific Fruitridge Fire Protection
Distr 5770 Freeport Blvd., Ste. 200
Sacramento CA 95822

Customer Number 0000703
Payment Terms Net 30
Due Date 08/30/2024
AMOUNT DUE \$1,561,477.81

AMOUNT PAID



PAY ON-LINE AT PAY.CITYOFSACRAMENTO.ORG OR DETACH AND RETURN THIS PORTION OF THE BILL WITH YOUR PAYMENT.

RETAIN THIS PORTION FOR YOUR RECORDS

Bill To

Pacific Fruitridge Fire Protection Distr
5770 Freeport Blvd., Ste 200
Sacramento CA 95822

Customer Number 0000703
Invoice Number FIRFMC00XXX

Line	Description	Unit Amt	Net Amount
1	FY24-Fire Protection Services - Fund Balance	1,561,477.81	1,561,477.81

AMOUNT DUE

\$1,561,477.81

If you have any questions regarding this invoice, please contact Allison Narramore at 916-808-8065 or anarramore@sfd.cityofsacramento.org

PAY ONLINE

No service fees.
pay.cityofsacramento.org



Español | 中文
Tagalog | Tiếng Việt
Hmoob | Русский

MAKE CHECK PAYABLE TO

City of Sacramento
PO Box 1018
Sacramento CA 95812-1018

Past due accounts may be subject to a late fee. If any portion of the balance of this invoice remains unpaid upon issuance of a Final Demand, we reserve the right to refer it to a debt collection agency. As a result, any legal costs incurred in connection with the recovery of the balance, as well as the agency's collection fees (up to 28% of the balance owed), will be added to the balance. Your debt will not be referred to a collection agency if a valid payment plan agreement is in place, provided all payments are made in compliance with such agreement.



Northern California
Special Districts Insurance Authority

Northern California Special Districts Insurance Authority
P.O. Box 982
Willows, CA 95988
Phone: 530.361.9804

INVOICE

INVOICE #: INV-003632
DATE: 07/01/2024
DUE DATE: 07/31/2024
TOTAL DUE: \$945.00
POLICY YEAR: 7/1/2024-6/30/2025

BILL TO: Pacific/Fruitridge Fire Protection District
3720 47th Avenue
Suite 200
Sacramento, CA 95824

DESCRIPTION / MEMO	AMOUNT
Workers Compensation - 1st Installment	\$1,020.00
WC Dividend - 1st Installment	\$-75.00
TOTAL AMOUNT:	\$945.00

Payment must be made in full. To pay electronically, please contact the Accounting department.

For questions, please contact the Accounting department at 530-361-9804 or financedept@ncsdia.com

Northern California Special Districts Insurance Authority
P.O. Box 982
Willows, CA 95988

TOTAL DUE: \$945.00

AMOUNT ENCLOSED:

Customer ID: PACIFRU
Invoice #: INV-003632

BILL TO: Pacific/Fruitridge Fire Protection District
3720 47th Avenue
Suite 200
Sacramento, CA 95824

REMIT TO: NCSDIA
P.O. Box 982
Willows, CA 95988



Northern California
Special Districts Insurance Authority

Northern California Special Districts Insurance Authority
P.O. Box 982
Willows, CA 95988
Phone: 530.361.9804

INVOICE

INVOICE #: INV-003640
DATE: 07/01/2024
DUE DATE: 07/31/2024
TOTAL DUE: \$173.00
POLICY YEAR: 7/1/2024-6/30/2025

BILL TO: Pacific/Fruitridge Fire Protection District
3720 47th Avenue
Suite 200
Sacramento, CA 95824

DESCRIPTION / MEMO	AMOUNT
Property & Causality Coverage	\$173.00
TOTAL AMOUNT:	\$173.00

Payment must be made in full. To pay electronically, please contact the Accounting department.

For questions, please contact the Accounting department at 530-361-9804 or financedept@ncsdia.com

Northern California Special Districts Insurance Authority
P.O. Box 982
Willows, CA 95988

TOTAL DUE: \$173.00

AMOUNT ENCLOSED:

Customer ID: PACIFRU
Invoice #: INV-003640

BILL TO: Pacific/Fruitridge Fire Protection District
3720 47th Avenue
Suite 200
Sacramento, CA 95824

REMIT TO: NCSDIA
P.O. Box 982
Willows, CA 95988