

# Hamilton Branch Fire Protection District

## Regular Meeting of the Board of Directors

**Wednesday, March 7, 2024**

Open Session at 1:00 PM & Closed Session when documented  
In the Fire Hall located at 3791 Big Springs Road,  
Lake Almanor, California 96137, 530-596-3458

## AGENDA

1. Fire Board Director Suzanne Mueller – Attending the Meeting from 15765 HWY 101, Space 13, Brookings, OR 97415. By Phone # 406-239-0710

2. Call to Order – *Regular Meeting March 7, 2024*

3. Roll Call / Quorum

4. Pledge of Allegiance

5. Approval of Minutes – *February 14, 2024*

6. Approval of Agenda – *March 7, 2024*

(Agenda items shall be addressed in the published order unless a member of the Board of Directors or a member of the public requests a specific item to be taken out of order and the Board agrees to do so)

### 7. Public Comment

(The public may bring an item not on the agenda forward; however, the Board will not be able to take any action at this meeting. If appropriate, the item will be referred to Staff and/or placed on a future Board agenda. Items from the Board members or staff may not be discussed by the Board, but if appropriate, will be placed on a future Board agenda. To facilitate business proceedings, a two (2) minute period shall be allowed to each person addressing the Board).

### 8. Old Business:

A. Oath of Office – *James Lee*

B. Station & Grounds - *Up-Date*

C. Use of Fire Hall Policy – Review Draft – *Discussion – Attachment # 1*

D. District Policy for Soliciting Bids for Services - Review Draft – *Discussion – Attachment # 2*

### 9. New Business:

A. Monthly Expenditures for *February - Fiscal Year 2023/2024 – Approval - Attachment # 3*

### 10. Reports:

A. Fire Chief's Report / Comments

B. Fire Board Reports / Comments

### 11. Correspondence:

### 12. Future Agenda Items – To be determined

13. Next Scheduled Regular Meeting – *April 10, 2024, 1:00 PM, Fire Station*

### 14. Meeting Adjourned

*I, Fire Chief Robert Gray, hereby certify that I have posted the foregoing Agenda at  
Hamilton Branch Fire Station, Hamilton Branch Web Site  
On or before Sunday, March 5, 2024 at 1:00 PM*