

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Regular Board Meeting Minutes
May 13, 2020

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, May 13, 2020 at 7:012 p.m. by President, Chris Gibson via teleconference connection <https://global.gotomeeting.com/join/930668141>

Present:

Chris Gibson, President
Gary Grenfell, Vice-President
Dave Harris, Director
Russ Kelley, Director
Terri Ryland, Director
Tom Millward, Director

Absent:

Sean Mullin, Clerk

Staff in Attendance:

Fire Chief, Eric Walder
Deputy Chief, Karl Fowler
Board Secretary, Kathy Medeiros
Battalion Chief, Jason Brooks

Public Comment: None

Consent Agenda: Director Millward made a motion to approve the consent agenda; seconded by Director Harris . Carried

Ayes: Harris, Gibson, Millward, Grenfell, Ryland, Kelley Noes: None Abstain: None Absent: Mullin

SPECIAL PRESENTATION

None

OLD BUSINESS

Covid-19 Update: Chief recommends updating the Board on the status of the current pandemic and the District's response and preparations. Chief Walder began that he is monitoring the pandemic on a daily basis and has not seen a large increase in the county. Currently the state Governor has opened Placer County for Phase I opening. Phase II discussions are now occurring as well indicating re-opening for service industry businesses such as salons with many protective measures in place. Office staff will return on Monday while the front office will remain closed to the public until the safety partitions are in place at the counter. While the District has not experienced a lot of Covid-19 calls, staff are taking every call seriously. At this time, Chief Walder informed the Board that he would like to continue to teleconference future board meetings. Director Ryland thanked the Chief for the update

Station 18 New Truck Room Update: Chief Walder recommends discussion on the progress made on the new truck room project. Chief Walder reported that the project has had no movement since last month. Lionakis is finishing up the plans. There is a lot of discussion at the State level affecting the next year's budget outlook such as waivers for property tax penalties until May 2021. The project is currently on hold but costs of construction are changing and he recommended getting the plans back to the committee and to prepare the project for bid. For the short term, Chief Walder suggested the board wait at this time. He continued that Chief Ingolia will continue to work with the architect and bring back the item for Board discussion in July.

NEW BUSINESS

South Placer Fire District Fee Schedule Revision: Staff recommends discussion and adoption of the 2020 Ordinance and Fee Schedule. The user fee schedule and ordinance were implemented in September 2001 and was last revised in 2012. Related charges and salaries have increased substantially since 2012 and the increase is needed to keep up with the cost of prevention/code enforcement responsibilities. Chief Walder proposed a new fee schedule with a base fee of \$125 for minimum intake charges. The current fee schedule is significantly lower than other jurisdictions. Chief Walder concluded that the fee schedule was noticed in the papers twice since May 1st.

Director Grenfell made a motion to approve the Ordinance No. 3-2019/20 Revising the schedule of fees and charges for services. The motion was seconded by Director Kelley. Carried.

Rollcall:

Ayes: Harris, Gibson, Millward, Ryland, Kelley, Grenfell Noes: None Abstain: None Absent: Mullin

2020/21 Emergency Medical Service (EMS) Fee Adjustment: Staff recommends discussion and approval of the proposed Ordinance revising fees and charges for EMS services. At the April 2018 Board meeting the Board agreed to approve a CPI increase to the annual fee adjustment every year as other Fire Districts have done. This year will be the first year that the CPI will be used for the rate adjustment. The CPI adjustment for this year is 2.8%. Chief Walder asked the Board to approve an increase to EMS fees by 2.8% at this time. The increase has been twice noticed in the papers.

Director Ryland made a motion to approve Ordinance No. 2-2019/20 Revising the District's Schedule of Fees and charges for certain emergency medical services. The motion was seconded by Director Harris. Carried.

Rollcall:

Ayes: Harris, Gibson, Millward, Ryland, Kelley, Grenfell Noes: None Abstain: None Absent: Mullin

Fire Impact Fee Program 2020/21 Annual Adjustment: Staff recommends discussion and Board direction and action to approve by Resolution the Fire Impact Fee Annual Adjustment. These fees are assessed on new building projects in the District to provide for the impact to future and existing fire department response and can only fund capital improvements, apparatus, and major improvements within the District. The Board approved and adopted the South Placer Fire Protection Districts Fire Impact Fee Nexus Study at the June of 2018 meeting. The approved study has an annual inflationary adjustment written into the study based on the San Francisco engineering cost index. The change as published for the preceding twelve months is 5.7%. The increase has been noticed in the papers twice by SCI Consulting. At this time the County

Supervisors have been delayed possibly until October. Chief Walder suggested the Board approve the Resolution with the additional language noting that the Board Supervisors could approve it earlier should it be placed on the agenda sooner.

Director Kelley made a motion to approve Resolution No. 11-2019/20 approving the inflationary adjusted fire impact fees and requesting the Placer County Board of Supervisors and Loomis Town Council adopt an automatic inflationary adjustment provision for the District's Fire Impact Fee. The motion was seconded by Director Harris. Carried.

Rollcall:

Ayes: Harris, Gibson, Millward, Ryland, Kelley, Grenfell Noes: None Abstain: None Absent: Mullin

Verizon Station 18 Cell Tower Lease: Chief Walder recommends discussion and Board direction on the Verizon Cell Tower Lease Agreement. The District has been contacted by a contractor for Verizon Wireless wanting to restructure their expiring lease with the District by extending the lease for an additional 30 years. The current lease is \$1658 per month with a proposed monthly rental drop to \$1108 for five, five year extension periods that have a 20% rent increase with each extension. All other cell tower leases on District property receive over \$1200 per month, one as high as \$2098 monthly. The current station generator at Station 18 was originally provided by Verizon equipment with the agreement to a \$50 rent reduction back in March of 2009. Director Millward suggested that Chief Walder counter the offer by offering a reduction of rent to \$1350 monthly along with continuing to allow generator use to the station. Chief Walder noted that he would begin negotiating and bring any new offers back to the board for discussion.

Election Services Request: Chief recommends approval of Resolution requesting election services for four expiring Board of Director positions for the November 3, 2020 election. Prior to each election the District is required to request election services from Placer County Elections Division when board members have expiring terms. This is standard procedure. Directors Kelley, Millward, Grenfell, and Harris have terms set to expire. Election costs are estimated at \$28,000 should the election be contested.

Director Kelley made a motion to approve Resolution No. 12-2019/20 Declaring an election be held in its jurisdiction and requesting election services by the County Clerk. The motion was seconded by Director Harris. Carried.

Rollcall:

Ayes: Harris, Gibson, Millward, Ryland, Kelley, Grenfell Noes: None Abstain: None Absent: Mullin

Preliminary Approval for Continued Benefit Assessment: Staff recommends discussion and adoption of Resolution No 14-2019/20. Chief explained that the new engineers report for the benefit assessment covers the old Loomis Fire District and has recommended a 2.45% CPI, with .49% banked from the previous fiscal year. The maximum authorized increase that may be levied in fiscal year 2020/21 is 2.94%. This equated to an increase of \$6.74 per single family dwelling unit. The benefit assessment will assess an estimated 4000 parcels within the former Loomis Fire jurisdiction. The cost of benefits must be relevant to the costs to provide services to Loomis residents. The proposed assessment rate for fiscal year 2019/20 is \$236.12 per single family equivalent. This assessment accounts for approximately 50% of the Fire District's total revenue to support operations within the Loomis Emergency Response Services Assessment District. This is a preliminary report at this time. The Citizens Advisory Committee will review the report and the recommendations.

Director Ryland made a motion to approve the Resolution No. 14-2019/20 Resolution of Intention to Continue Assessments for Fiscal Year 2020-21 Preliminarily Approving the Engineer's Report and providing for notice for the South Placer Fire Protection District, Fire Protection, and Emergency Response Services Assessment. The motion was seconded by Director Kelley. Carried.

Rollcall:

Ayes: Harris, Gibson, Millward, Ryland, Kelley, Grenfell Noes: None Abstain: None Absent: Mullin

Fiscal Year 2019/20 Quarterly Budget Report: The Chief recommends a short presentation on the status of the Fiscal Year 2019/20 budget. Chief Walder began that the second draw of 40% of property tax revenue is expected to be received in the April reports. Year to date financial reports for March reflect the shortage in staffing that has high overtime expenditures in the salaries and benefits category due to the workers compensation injuries. Salaries and wages are under as the District works to fill vacancies. Service and operations are currently on schedule with fixed asset spending beginning in the next months prior to the end of the year. Next year mitigation spending will look differently as we begin to allocate those funds across the budget spending categories and the new salary increases are reflected.

Director Millward made a motion to approve the Fiscal Year 2019/20 Quarterly Budget Report and the March 31, 2020 Profit and Loss Statement. The motion received a second by Director Ryland. Carried

Ayes: Harris, Gibson, Millward, Kelley, Grenfell, Ryland Noes: None Abstain: None Absent: Mullin

Governor's Office of Emergency Services: SPFD Designation of Applicant's Agent Resolution for Non-State Agencies: Staff recommends discussion and action on the Resolution designating an agent/agents to represent the District with FEMA and Cal OES for state and federal financial assistance. In response to the growing Covid-19 pandemic the District has assisted the Placer County Emergency Operations Center and had multiple expenses directly related to preparation and response to the Covid-19 pandemic. Chief Walder has submitted a request for public assistance and is working with CALOES staff and FEMA personnel to be eligible for federal funding for costs associated with Covid-19. Chief Walder asked the Board to pass Resolution No. 13-2019/20 designating an agent to represent the District to move forward with the process.

Director Millward made a motion to approve Resolution No. 13-2019/20 designating the agents of the South Placer Fire District to the Governor's office of Emergency Services. Director Grenfell gave a second to the motion.

Ayes: Harris, Gibson, Millward, Kelley, Grenfell, Ryland Noes: None Abstain: None Absent: Mullin

INFORMATION AND DISCUSSION

Placer County Fire Service Issues: Chief Walder recommends discussion on the latest developments in Placer County Fire Service delivery system and consolidation efforts countywide. He discussed the new legislation allowing presumption of work related injury for all first responders who obtain Covid-19 on the job. He continued that the District currently has measures and steps in place to take care of any cases within for District staff. He explained that Placer

County Chiefs are reviewing the change in seasons as well while they are still following the Covid-19 crisis. Physical distancing is still being employed throughout the region. He concluded that the City of Rocklin is currently testing for their Fire Chief position.

Correspondence: A monthly statement for the month of March from PARS Trust reflecting the recent activity to the OPEB account.

Chief's Report:

- May 11 a structure fire occurred at Granite Bay Mobile Home Park with the family escaping, a total loss
- Call volume is down 29% since April, with fire responses up 11%
- 5/4 a structure fire at the exterior of a house on Lakeshore Drive went into the attic with an excellent salvage operation to the home owners belongings
- Staff returning 5/18 to the front office – front office remains closed till the barrier is in place
- Engineer hiring announcement out last week, Captains testing in development
- Battalion Chief testing simulation on hold during the epidemic-cannot complete at this time
- Training has been contained to no more than six together
- Annual Wildland refresher training in single company increments
- 4 new Paramedic Firefighters started on May 11th- done first week of orientation then will have their check offs
- Public education events are delayed – some drive by events scheduled
- Division Chief Ingolia still doing residential inspections by appointment

Functions: None

Board/Staff Comments: None

Future Agenda Items: None

There being no further business to come before the Board, the meeting adjourned at 8:20 p.m. The next regular meeting will be held on Wednesday, June 10, 2020.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathy Medeiros". The signature is written in a cursive, flowing style.

Recording Secretary, Kathy Medeiros