

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Regular Board Meeting Minutes
June 09, 2021

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, June 09, 2021 at 7:00 p.m. by President, Gary Grenfell via both teleconference connection and in person meeting. <https://global.gotomeeting.com/join/222216333>

Present:

Gary Grenfell, President
Chris Gibson, Vice President
Sean Mullin, Clerk
Terri Ryland, Director
Ken Musso, Director
Mike Johnson, Director
Dan Bajtos, Director

Absent:

None

Staff in Attendance:

Fire Chief, Karl Fowler
Battalion Chief, Jason Brooks
Battalion Chief, Darren McMillin
Business Manager, Kathy Medeiros
Captain Paramedic, Donavon Gray
Captain Paramedic, Matt VanVultinburg

Public Comment: Director Ryland asked the public to state their name and whether they are residents of the District in addition to opening their camera before addressing the Board. There was no public comment.

Closed Session Report: President Grenfell reported that a closed session meeting had occurred prior to the regular meeting from 5 to 7 p.m. and the Board has picked six candidates to move forward with the new Fire Chief process.

Consent Agenda: Director Gibson made a motion to approve the items for the consent agenda with the motion seconded by Director Musso.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: None Carried

OLD BUSINESS

Station 18 New Truck Room Update: Staff recommends discussion on the proposed project and progress made to date. Chief Fowler began that the bids for the project have been received and due to an increase in construction costs are higher than the \$1.5 million allocated for the project from the former Loomis Fire District. The bids exceeded \$1.2 million over expected costs. Fire Marshal Ingolia recommends continuing with the demolition of the existing house and building the masonry wall immediately and to review this project at a later time once construction costs have dropped. The project will be shovel ready once the District is ready to move forward. Director Musso asked Chief Fowler to research and return to the board whether the project could be built in phases. The President

of PNP Construction remarked to the Board that he could send over a breakdown of costs that would assist the District in analyzing the bid further. Director Gibson made a motion to look into the costs of demolition and construction of the wall to move forward with the project. The motion received a second from Director Grenfell.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: None Carried

Fire Chief Recruitment Update: Staff recommends discussion and update for the Board of Directors on the progress of recruitment for the Fire Chief position. Chief Fowler explained that the Board met in closed session prior to the regular meeting and are moving forward with the process.

Employee Retention: Staff recommends discussion on current issues facing the District involving employee retention. Chief Fowler began that the District continues to recruit for positions recently as three promotions to Captain occurred and hiring for Paramedic Firefighter is scheduled for the end of the month. Engineer candidates have been contacted and job offers have been made while the District coordinates the onboarding process for the positions. He continued that he is also actively recruiting for Apprentice Firefighter, continuing the Fire Chief process, and Battalion Chief testing occurs soon.

Final Approval for Continued Benefit Assessment: Staff recommends public hearing and action on Resolution No 12-2020/21. Chief Fowler explained that the Benefit Assessment Oversight Committee met on May 25th and went over the allocation of Benefit Assessment funds with the committee members for Division 1. The committee expressed their approval of the administration of the District and approved a motion recommending approval to the Board of Directors for the allocation of the Benefit Assessment funds and along with a CPI adjustment of 2%. The maximum authorized increase to be levied for 2021/22 is 2%, equating to an increase of \$4.74 per single family equivalent benefit unit. The proposed assessment rate for 2021/22 is \$240.86 per single family equivalent unit, generating \$1,047,827 in revenue to the District. The assessment accounts for 50% of the Loomis Fire Station's annual and ongoing costs. Chief Fowler asked the Board to approve the Engineer's report and the new CPI increase by approving Resolution No. 12-2020/21. Director Gibson made a motion to approve the Continued Benefit Assessment and approve Resolution No. 12-2020/21. The motion received a second from Director Bajtos.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: None Carried

Wesleyan Church Property at 4700 East Roseville Parkway: Staff recommends discussion and possible action to either pursue purchase of property or recommend not to purchase. Chief Fowler explained that the property next to Station 15 has contacted the District and offered the sale of the three acre property to the District before placing the property on the general market. A representative of the Church has shown several board members and staff the property. Chief Fowler continued that the property is a great multipurpose facility and could be utilized for multiple purposes use as well as office space for all administration staff. Staff is currently in 20 year temporary buildings under a five year conditional permit that has far exceeded this time frame. Administration is in need of more space and it's currently in the long term facility plan. Director Musso noted that he found the integrity of the building to be of high quality and felt the property could serve the District for the long term. Director Gibson made a motion to move forward to research the market pricing and funding to finance the purchase of the building. Director Ryland made a second to the motion.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: None Carried

NEW BUSINESS

Adoption of Cost of Living Adjustment for Parcel Fees: Public hearing and action on Resolution No. 13-2020/21 to approve and adopt the cost of living adjustments for parcel fees in the former Loomis Fire District. Each year the fee is adjusted by the changing CPI for the San Francisco region. This year's CPI adjustment is 3.81% for an increase of \$4.35 per single family equivalent unit. The proposed assessment rate for fiscal year 2021/22 is \$118.45 per single family unit generating approximately \$482,591. Chief Fowler noted that the assessment is over 20% of the Loomis Fire stations ongoing costs to operate and was properly noticed in the papers.

Director Ryland made a motion to approve the Resolution No. 13-2020/21 adopting a cost of living adjustment for parcel fees approved by voters of the former Loomis Fire Protection District. The motion was seconded by Director Gibson.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: None Carried

Adoption of Cost of living Adjustment for Special Zones of Benefit: Public hearing and action on Resolution No. 14-2020/21. Special benefit zones have been established for certain commercial properties within the former Loomis Fire Protection District. These benefit zones have been approved by the owners of the properties. Each year the assessment levied on the benefit zones are adjusted by the change in the CPI - U.S. City Average. Arcelia Herrera from SCI Consultants explained that the proposed assessment rates are built from complex equation's to determine the tax allocation for commercial properties in the area and are therefore based on a different CPI rate than other CPI rates used by the District. Currently the rates are established using the time frame from April to April unlike other agencies.

Director Mullin made a motion to approve Resolution No. 14-2020/21 to adopt the cost of living adjustment for zones of benefit fees approved by owners of these zones in this District. The motion received a second by Director Ryland.

Rollcall:

Ayes: Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: Musso (stepped out prior to roll call) Carried

Adoption of Resolution Requesting Collection of Charges on Tax Roll: Staff recommends adoption of Resolution No. 15-2020/21 requesting collection services by the county. Special assessments levied by the South Placer Fire District within the boundaries of the Loomis Fire Protection District are included on Placer County property tax bills and are collected by the county on behalf of the South Placer Fire District. As a condition of collection, the county requests that the District warrant the legality of the charges and defend and indemnify the County from any challenge to the legality of the charges. Resolution No. 15-2020/21 requests collection services by the County, with the aforementioned requirements.

Director Gibson made a motion to approve Resolution No. 15-2020/21 requesting collection of charges on tax roll for tax year 2021/22. The motion received a second from Director Ryland.

Rollcall:

Ayes: Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: Musso (stepped out prior to roll call) Carried

Adoption of Resolution providing for the levy and Collection of Special Tax Measure A for Fiscal Year 2021/22: Staff recommends approval of the Resolution No. 16-2020/21 to authorize the levy and collection of the Districts Special Tax, Measure A by Placer County. The special tax was passed with 69.2% of the ballots in 1980. The special tax is \$70 per residents, \$.05 per square foot of commercial property, and \$2.00 per acre for vacant land. There is no Consumer Price Index or Cost of Living adjustment to the original tax passed in 1980. Estimated tax revenue for the Special tax is \$706,259.

Director Gibson made a motion to approve Resolution No 16-2020/21 providing for the levy and collection of Special Tax Measure A for Fiscal Year 2021/22. The motion received a second from Director Grenfell.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: None

Adoption of Resolution Requesting Collection of Special Tax Measure A for Fiscal Year 2021/22: Staff recommends approval of the Resolution No. 17-2020/21 to authorize the levy and collection of the Districts Special Tax, Measure A by Placer County. This resolution will request Placer County to collect the Special tax for the District.

Director Ryland made a motion to approve Resolution No 17-2020/21 requesting collection of charges on the tax roll of special taxes for Fiscal Year 2021/22. The motion received a second from Director Ryland.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: None Carried

Fiscal Year 2021/22 Preliminary Budget Adoption: Staff recommends adoption of the preliminary Fiscal Year 2021/22 Budget. The Chief presented the preliminary budget adding that the estimates are assuming that the District stays at full staffing throughout the fiscal year. This budget includes the Station 18 truck room remodel and the addition of a Type 1 Engine. Both of these expenditures will be evaluated and approved by the Board before moving forward. Estimated expenditures in this budget include a spending plan of \$15,431,519 and estimated revenues of \$14,167,011. It was noted that this is an initial spending plan to enter the new fiscal year that will be adjusted prior to the final approval in September of 2021. Chief Fowler explained that this budget includes a 3% contracted salary increase in 2022. Service and operations are cut back as salaries and wages are at 86% of general revenue. He concluded that this budget also staffs a Division Chief position for the new fiscal year although a new Fire Chief Can determine that continued need for the position.

Director Gibson made a motion to approve the Fiscal Year 2021/22 Preliminary Budget as presented in the board packet. The motion received a second from Director Ryland.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: None Carried

FAIRA Board of director Election Process: Staff recommends the Board cast their ballot for the four candidates running for the FAIRA board of Directors. FAIRA is the JPA that provides liability

insurance for the District. The District has had a seat on the Board since its inception in 1987. FAIRA does request that member agencies cast their votes for FAIRA Board positions. Four candidates are running for the four seats that are up for election. Director Gibson made a motion to vote for all four candidates on the ballot. The motion received a second from Director Mullin.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson, Bajtos, and Ryland Noes: None Abstain: None
Absent: None Carried

INFORMATION AND DISCUSSION

Covid-19 Update: Chief recommends updating the Board on the status of the current pandemic and the District's response and preparations. Chief Fowler noted that the County is still in the red tier and the District is still following the Cal OSHA requirements and recommendations. The District is awaiting further information from Cal OSHA for direction on handling Covid in the workplace. Staff are still wearing masks and practicing social distancing per the current Covid plan.

Correspondence from Sacramento Metropolitan Fire District: Chief recommends discussion of letter received from Sacramento Metropolitan Fire District requesting formation of a subcommittee to study alternatives to hiring a fire chief. Sacramento Metropolitan Fire Chief Harms noted that the two boards should look at opportunities for growth and the ability to consolidate services and reduce overhead. Supervisor Jones spoke on behalf of constituents that she remarked were not inclined to support a consolidation discussion with Sac Metro. Virg Anderson of the Granite Bay MAC noted that his committee voted and did not support any discussion of a subcommittee formation and the constituents felt well served by South Placer and would like to keep their local control of fire service. Jenine Windeshousen, Placer County Treasurer Tax Collector added that studies in the past have shown extreme fiscal challenges to consolidations of different agencies and that Sac Metro needs to address any fiscal disparities of any possible merger prior to any discussion. Sandy Harris of the Granite Bay Community Association added that they did not support any attempt to merge with Sac Metro subcommittee discussions. Director Mullin added that the message from any discussion would cause harm to any fire chief recruitment. Director Gibson noted that there was no need to discuss further.

Correspondence: A monthly PARS statement for the month of April.

Chief's Report:

- Eagle Scout project at Station 18 is complete – a dedication ceremony will be held on Sat. 6/19 at 9 am
- Congratulations to recent promotions for Captain: Keith Hernandez, Mark Robertson, and Shawn Cline
- Paramedic Firefighter testing completed May 4th with 7 successful candidates
- Apprentice Mechanic position filled with starting date of 6/21-Trent Jennings
- BC written exam scheduled for July 9 – no current vacancies but anticipated at end of year
- Burn ban is in effect
- Oak Tree Lane had vegetation wildfire
- Oak Creek Place had vegetation fire from a lawn mower
- Shambaugh Lane had several acres fire with outstanding work done by crews
- Weather reports continuing to be sent to District and Board
- Placer Hills began administrative contract with Penryn Fire effective 6/1
- Board completed Conflict of Interest training on May 18

- Granite Bay High School graduation allowed limited fire work display with no aerals and no bonfire
- Board approved grass unit surplus to sell but transmission recently blew

Functions: none

Board/Staff Comments: Director Gibson asked Chief Fowler to bring back the discussion with SCI Consultants regarding a tax measure to Division 2. Chief Fowler responded that the Goal Steward Team – Fiscal Responsibility is currently in talks with SCI and will bring information in the future.

Future Agenda Items: none

There being no further business to come before the Board, the meeting adjourned at 8:52 p.m. The next regular meeting will be held on Wednesday, July 14, 2021.

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