

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
May 10, 2023

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, May 10, 2023, at 6:00 p.m. by President, Terri Ryland.

Present:

Terri Ryland, President  
Chris Gibson, Vice President  
Ken Musso, Clerk  
Gary Grenfell, Director

Absent:

Mike Johnson, Director  
Dan Bajtos, Director  
Tracy Randall, Director

Staff in Attendance:

Fire Chief, Mark Duerr  
Deputy Chief, Matt Feeley  
Division Chief, Jeff Ingolia  
Division Chief, James Magnuson  
Battalion Chief Paramedic, Kelly Moretti  
Captain Paramedic, Mike Long  
Engineer Paramedic, Pat Patterson

Public Comment: None

Closed Session Report: None

Consent Agenda: Director Gibson made a motion to approve the items for the consent agenda. The motion was seconded by Director Grenfell.

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

Special Presentation: Chief Duerr introduced newly promoted Captain Paramedic Michael Long, who was then pinned with his official badge by his son James.

OLD BUSINESS

District Wide Photovoltaic Solar Electric Project: Staff recommends an update on the District-wide solar project. Chief Duerr began that the project is progressing along well. Applications for NEM 2.0 met the timeline for all stations, and agreements are in place. Construction is set to begin in May or June, going station by station, and each station should be complete in 4-5 days.

Investment Guideline Document Discussion: Staff recommends discussion and approval of the South Placer Fire District Other Post-Employment Benefits Trust Investment Guideline Document. The District maintains a Section 115 irrevocable OPEB trust with PARS. Highmark Capital manages the asset allocations for the account within the Plan. Highmark has provided an investment guideline document that will provide structure and guidance for the strategy of the fund. Chief Duerr explained

that the document sets the guidelines for investment allocations at the current strategy – moderate risk. He continued that on April 13<sup>th</sup>, the Finance Committee met to discuss the document and recommended accepting and adopting the guidelines.

Roll Call:

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

## NEW BUSINESS

Discussion and Adoption of a Resolution to Expand the District’s Section 115 PARS Trust to include Pension Obligation Participation: Staff recommends discussing and adopting a resolution to amend the existing PARS Section 115 to include funding for both OPEB and pension obligations. The District maintains an IRS Section 115 Trust that has existed for over a decade to pay for retiree health benefits. Staff recommends expanding the trust to include funding for both OPEB and pension obligations with PARS. The combined trust could also help the District plan for future pension costs. With Board approval and adoption of this Resolution, the Trust will expand to include the option to fund both the current OPEB option and pension obligations. There are no funding requirements, only a structured fee cost for funds placed into the Trust based on assets under management. Director Musso inquired about the investment strategy for the expanded trust. PARS representative, Mitch Barker, noted that OPEB funds are currently in the moderate risk investment while the pension funds would need to be decided after the combo trust is initiated. Director Gibson made a motion to approve Resolution 18-2022/23 approving the adoption of the Public Agencies Post-Employment Benefits Trust administered by PARS. Director Musso made a second to the motion.

Roll Call:

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

South Placer Fire District Fee Schedule Revision: Chief recommends first reading and discussion of the 2023 Ordinance and Fee Schedule. The fee schedule ordinance was implemented in 2001, and fee increases were revised in 2020. The increase is needed to keep up with the cost of prevention/code enforcement responsibilities. This is the first of two readings. The increase would be approved in the June meeting, with the new fees effective in July. Division Chief Ingolia noted that fees for plan review, inspections, permits, multiple false alarm responses, and other cost recovery services were less than neighboring agencies. Director Gibson made a motion to approve the first reading of the 2-2022/23 Ordinance and revised fee schedule. Director Musso made a second to the motion.

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

Resolution of Intention to Continue Assessments for Fiscal Year 2023/24): Staff recommends discussion and adoption of Resolution No. 17-2022/23 preliminarily Approving Engineer’s Report and Providing the Notice of Hearing for the South Placer Fire Protection and District, Fire Protection and Emergency Response Services Assessment. The proposed assessment rate for the fiscal year 2023/24 is \$260.50 per single-family equivalent unit generating an estimated \$1,147,242 in revenue. The CPI is 4.88%, with the maximum CPI levy not exceeding 4%. The excess is banked for future years. Chief Duerr noted that the Benefit Assessment Committee will be meeting this month to discuss before final adoption. Director Gibson made a motion to preliminarily approve the Engineer’s report and

Resolution 17-2022/23 to continue the Fiscal Year 2023/24 assessment. Director Musso made a second to the motion.

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

Fiscal Year 2022/23 3<sup>rd</sup> Quarter Budget Report: The Chief recommends a short presentation on the Fiscal Year 2022/23 budget status. Chief Duerr presented the March 2023 profit and loss statement and the third quarter budget report. The second property tax draw of 40% was received in April, with the remaining 5% coming in July. Currently, 58.1% of total overall revenues are received, with 40% of tax draw remaining outstanding. Total expenditures are at 66.9%, while the District is currently 75% through the year. Salaries and benefits are currently on target and running below budget. The District is still waiting to hear about Safer Grant funding. Director Gibson made a motion to approve the Fiscal Year 2022/23 Third quarter budget report. Director Grenfell made a second to the motion.

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

South Placer Fire District Policy Updates: Staff recommends review and discussion of the proposed policy updates. Chief Duerr noted that with changes to operations, staff has collected the following policies for review and discussion: Policy 806, 1201, 1210, 1213, and 1215. He noted that at this time, the policies are reviewed for their first reading only. The adoption will occur at the next board meeting.

## INFORMATION AND DISCUSSION

District Operational Update: Staff recommends a discussion about District operations after recent changes. Chief Duerr began that the call volume for April was 333 calls, with 329 year over year. Call volume is up for the District, with 72% for rescues/medical, falls at 3%, and hazardous conditions at 3%. Medic 16, Engine 17, and Engine 18 are the busiest units. Station 18 with the most call volume by Station. One fire in the District. Call responses were at the 90<sup>th</sup> percentile, with improved turnout and travel times. Travel times are hard to assess due to the street networks. EMS responses met with 96% compliance. The average response time was 7:20, with 214 total EMS response calls.

Correspondence: One PARS financial statement for the month of March.

### Chief's Report:

- Apprentice Mechanic hired
- Apprentice Firefighter interviews in the process
- Engineer Promotional testing
- Firefighter Paramedic recruiting
- Rocklin live fire training this weekend
- Working on Annual Report -draft to be given to board members, then adopt
- Fire Prevention department: Total permits up, square footage down, fee revenue down, new starts down compared to last year. There was a spike in February-moving up again for April
- Overtime: 35% generated by openings, 26% sick leave, 19% vacations, 20% miscellaneous
- 1500 Overtime volunteer hours, 500 mandatory hours. 2000 hours total.
- Overtime hours up due to vacations since holiday hours were rolled into base pay
- Sick leave up in 2023, overtime overall down from last year for April

Labor Report: Engineer Pat Patterson noted he had nothing to report. SAFF 522 is working to get policies updated. Requested the board review the current tattoo policy as he is aware of candidates who cannot apply with SPFD due to the current tattoo policy. He inquired about the current number of applicants for Firefighter Paramedic. Chief Duerr explained that recruitment is still open.

Functions: June 24th Open House at Station 18 from 11 am – 1 pm sponsored by Stryker, South Placer Firefighter Appreciation Dinner Friday 9/22/2023 at the Blue Goose, Roseville Fire Kids Camp begins 6/12 with 72 kids this year

Board/Staff Comments: Director Gibson inquired about streaming future board meetings. Chief Duerr noted that he is still working on the issue and would like to discuss it with the board at the June meeting. President Ryland reminded board members to review their meeting availability over the summer.

Committee Reports:

Director Musso reported that he attended the FAIRA board meeting on May 8th. He remarked that they discussed the upcoming 2023/24 rates while approving their budget. There was a discussion regarding Sac Metro's expressed interest in joining FAIRA. They will respond by May 16<sup>th</sup>, which may lower costs in the state if possible.

Future Agenda Items: Video Streaming Board meetings

There being no further business to come before the Board, the meeting adjourned at 6:49 p.m. The next regular meeting will be held on Wednesday, June 14th, 2023.

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