

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
November 8, 2023

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, November 8, 2023, at 6:00 p.m. by President, Teresa Ryland.

Board Present:

Teresa Ryland, President  
Chris Gibson, Vice President  
Ken Musso, Clerk  
Tracy Randall, Director  
Gary Grenfell, Director  
Mike Johnson, Director  
Dan Bajtos, Director

Absent:

None

Staff in Attendance:

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

Firefighter Paramedic, Bryan Doepel  
Captain, Joe Stephens  
Captain, Tracey Kincheloe  
Captain, Joshua Green

Public Comment: Member of the public, Chad Navarro, noted that chain of command was discussed at the last board meeting and felt that labor should speak freely at all board meetings. He continued that in reading prior meeting minutes that morale has been a long-standing issue.

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

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

Special Presentation: Jeff Small of the Capitol Public Finance Group gave a presentation on community facilities districts (CFD) for additional financing opportunity to the District. The CFD would only apply to new development as a condition of the development as one method for the community to reduce the effects from the new development. He continued that this is a long-term strategy to assess a fee on the different land use types as decided by the Board. With just one taxable parcel approving to participate in the CFD the tax could be annexed into the District boundaries. The basis for taxation could be square feet, structure type, location, etc. Once the policies are formed, a Resolution of Intention would be passed, then a Resolution of Formation and thereafter would be the implementation to the annual tax roll, CFD annexation, compliance, and annual audits. The timeline would be 6 -9 months, and a cost-of-living adjustment would be built in. This CFD would not apply to low-income housing and costs to setup would range from \$15-20,000. The Board agreed to discuss the issue further with a Board workshop to be arranged in the first week of December.

OLD BUSINESS

South Placer Fire District Policy Updates: Staff recommends review and approval of the proposed policy updates. Chief Duerr reported the policies from Chapters 9-Safety are presented for the second reading with small changes made for grammar. Policy 908 was not able to be removed from the program as it is state mandated. Director Gibson made a motion to approve the changes to the Chapter 9 policy updates. Director Johnson made a second to the motion.

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

## NEW BUSINESS

South Placer Fire District Policy Updates: Staff recommends a first reading and review of the proposed policy updates. Chief Duerr reported the policies from Chapters 200 were requested to be brought for additional review. Director Johnson noted that he wanted the final paragraph of 200.5 stricken from the policy. Chief Duerr noted the importance of District employees speaking on behalf of the District without prior knowledge given to the Fire Chief. Director Randall agreed that the policy needs to have the last paragraph of 200.5 stricken and continued that he would like to see the frequency of policy changes reduced in the future. Director Musso agreed and asked that the policies be prioritized before being presented. Chief Duerr agreed to make the requested changes and bring back for additional review at the next board meeting.

Fiscal Year 2023/24 First Quarter Budget Report: Staff recommends a short presentation on the Fiscal Year 2023/24 budget status. Chief Duerr began that the District has received just 7.2% of the total revenue while awaiting the December property tax draw. He noted that salaries and wages were running high but overall expenditures were inline at 23.3%, below the 25% expectations for the first quarter. Capital expenditure spending for the year will be a new ambulance, new chief vehicle, tablet command, and a water tender. Member of the public, Diane Will, requested the Secured Property taxes be separated by Division. Chief Duerr responded that he will work on that on future reporting but to have patience as the District accounting system is being entirely moved onto the County system in the near future.

Gann Limit Report and Resolution: Staff recommends discussing and adopting the resolution setting the Fiscal Year 2023/24 appropriations limit per Article XIIB of the State Constitution (1979) and verifying compliance for 2022/23. This is standard procedure as the District sets its appropriations limit by computing the previous year's limit to the per capita personal income and population factors. This calculation is made each year by multiplying the Districts adopted appropriations limit in the prior fiscal year by the change in the cost of living in the preceding year and the change in population within the District for the preceding fiscal year. This year the District is \$5.24 million under the appropriations limit. Director Gibson made a motion to approve Resolution No. 5-2023/24 adopting the annual appropriations limit for fiscal year 2023/24 and verifying compliance with Article XIIB for the 2022/23 fiscal year appropriations limit. Director Musso made a second to the motion.

Rollcall:

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

South Placer Fire District Special Tax Reports 2022/23: Staff recommends review and approval of the Fiscal Year 2022/23 Fire Suppression and Protection Special Tax Reports for the South Placer Fire District-Former Loomis Fire District (Division 1) and the South Placer Fire District (Division 2). The District's special tax administrator, SCI Consulting Group, prepared the reports for the two Divisions of the District. For Division 1, the special tax revenues were \$523,883. For Division 2, the special tax revenues were \$702,238. Director Gibson made a motion to approve the South Placer Fire District Special Tax Reports 2022/23 for Division 2. Director Bajtos made a second to the motion.

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

Director Gibson made a motion to approve the South Placer Fire District-Former Loomis Fire District Special Tax Reports 2022/23 for Division 1. Director Musso made a second to the motion.

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

Report on Retirements: The Board requested a report on future staffing regarding near-term retirement concerns. Chief Duerr noted that he took an anonymous survey of staff requesting their future plans for retirement. He noted that currently, there are 5 staff at 55, 13 at 50 years old. Calculating retirement eligibility is complicated that a member may have reached 50 and be eligible for retirement but may need more years of service for vesting or more years to gain in their benefit factor depending on their classification. His survey results reported that one employee assumes to retire in 2023, one in 2024, three in 2025, three in 2026, and zero in 2027.

Loomis Benefit Assessment Oversight Committee Membership: Staff recommends discussion and action on the composition of the Loomis Benefit Assessment Oversight Committee (BAOC). Chief Duerr began that due to the unfortunate passing on former committee member Roger Carroll, the South Placer Fire District must appoint a replacement member to the BAOC. The committee currently has four members. The Citizens' Oversight Committee is a requirement of the benefit assessment. Members of the Committee must own land within the assessment District and shall not have conflicts of interest with the Assessment District or the Services funded by the Assessment. Chief Duerr suggested board members bring nominations forward to the December board meeting with an appointment in the following month. The Board agreed to bring the item back in December.

Authorization to Enter Into an Agreement with Specialized Legal Counsel: Staff recommends discussion and authorization to enter into a contract with legal counsel specializing in Emergency Medical Services issues. Following the 2017 consolidation with Loomis Fire, the District found discrepancies in services within the community for providing consistent service to constituents. Chief Duerr began that he is seeking authorization to enter into a contract with Law Offices of William Ross to further research the current situation specifically on 201 rights and possible future options. Authorization would approve Chief Duerr to move forward with the initial consultation and fact-finding for the issue within the current allocated line item in the budget. If at any time there is a need to exceed those limits, Chief Duerr would consult the board for direction. The Board asked Chief Duerr to acquire additional information and bring the item back to the December meeting.

## INFORMATION AND DISCUSSION

District Operational Update: Staff recommends a discussion about District operations after recent changes. Chief Duerr began by saying that call volume for September was 355 calls up 50 calls from last September and on par with two years ago. Call volume is down for the District year over year, with 62% for rescues/medical. Medic 16, Engine 17, and Engine 18 are the busiest units. Station 18 had the most call volume by station, followed by Station 17. There were 9 fire responses: 1 structure, 3 mutual aids, 1 vegetation, 1 bark pile, 2 cooking fires, and 1 vehicle. Improved turn-out times with 1.36 averaged in October, down substantially from last year. Travel times and response times were down and meeting the SSV goal response times of 97%. Excellent work by the crews.

Correspondence: Two PARS financial statements for the month of September due to the transition between the combo trust and original PARS account, one card of gratitude for crews and Inspector Hoop, Fire Marshall Ingolia for their assistance at the GBHS bonfire.

Chief's Report:

- Loomis Public Safety Committee included police, fire, town council.
- Master Plan Update -should have technical review at end of the month.
- Hands Only CPR/Stop the Bleed at Del Oro
- Toy/Food collection for the community
- Haz Mat Training
- Apprentice Interviews
- Active shooter training
- Live burns
- Car Seat Safety class
- Fire Prevention department: Total permits up over last year, square footage up, fee revenue up, new starts up.
- Overtime: 2600 hours for October: 48% due to open positions, 15% sick leave, Vacation 28%, 9% Misc.
- Volunteer vs. mandatory overtime hours up due to multiple people on leave.
- Overtime totals averaging \$65,000 per pay period.
- Leave usage year over year: sick leave down, overtime is up.

Labor Report: Engineer Pat Patterson reported for the SAFF 522 Firefighter's unit that he has held the position now for eight months working to help the membership. He reported that there were zero candidates for the five vacancies that account for 61% of what the membership does. He continued that he is working with the Personnel Committee and bringing forth reasons for low morale. He concluded that without action the unit cannot deliver service to the community. Director Ryland added that the Brown Act required items of discussion to be included in the packet so that discussion can occur for future labor reports.

Functions: Santa in the Hood, Day before Thanksgiving Day Parade, Loomis Tree Lighting on 12/2, Santa Pancake Breakfast at Station 17 on 12/16, Every 15 Minutes at Granite Bay HS

Board/Staff Comments: Vice President Gibson introduced member of the audience, former Loomis Board member, Bill Tudsbury and thanked him for his service.

Future Agenda Items: Presentation on RHNA for Placer County

7:32 p.m. Adjourn to Closed Session: The Board of Directors adjourned to a closed session meeting for the following purposes:

- (A) Public employee appointment, employment, performance evaluation, discipline, dismissal, or release. Gov. Code § 54957 (b))

8:19 p.m. Return from Closed Session

Closed Session Report: President Ryland reported that the Board had met in closed session and had taken no action at this time.

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, December 13, 2023.

Respectfully submitted,



Recording Secretary, Kathy Medeiros