

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Regular Board Meeting Minutes
May 08, 2024

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, May 08, 2024, at 6:00 p.m. by President, Tracy Randall.

Board Present:

Tracy Randall, President
Chris Gibson, Vice President
Ken Musso, Clerk
Teresa Ryland, Director
Gary Grenfell, Director

Absent:

Dan Bajtos, Director
Mike Johnson, Director

Staff in Attendance:

Fire Chief, Mark Duerr
Deputy Chief, Matt Feeley
Division Chief, Jeff Ingolia
Battalion Chief Paramedic, Matt Van Voltinburg
Captain Paramedic, Donavon Gray
Captain, Justin Buathier

Captain, Sean Fuller
Captain Paramedic, Shawn Cline
Engineer Paramedic, Kenneth Kaiser
Engineer, Darrin Mayo
Firefighter Paramedic, Greg Warren
Captain Paramedic, Keith Hernandez

Public Comment: None

Consent Agenda: President Randall asked to pull the Master Plan item from the agenda as the requested corrections were not made to the report in time for the board meeting. He noted that the corrected Master Plan would be moved to next month's meeting. Director Musso made a motion to approve the amended consent agenda. Director Grenfell made a second to the motion.

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

Special Presentation: None

OLD BUSINESS

None

NEW BUSINESS

Resolution of Intention to Continue Assessments for Fiscal Year 2024/25: Staff recommends discussion and adoption of Resolution No. 8-2023/24 Preliminarily Approving Engineer's Report and Providing the Notice of Hearing for the South Placer Fire Protection District, Fire Protection and Emergency Response Services Assessment. The proposed assessment rate for the fiscal year 2024/25 is \$270.28 per single family equivalent unit generating an estimated \$1,194,097 in revenue. The combined CPI is 2.6245% in addition to 1.1268% banked from a previous year, for a total of 3.7513%. The maximum CPI levy cannot exceed 4%. This equated to a \$9.78 increase per single family equivalent. Chief Duerr continued that the Benefit Assessment Oversight Committee had met and recommended that the Board accept and move forward with the assessment for 2024/25. Director Gibson made a motion to preliminarily approve the Engineer's Report and Resolution 8-2023/24 to continue assessments for the Fiscal Year 2024/25. Director Ryland made a second to the motion.

Roll Call:

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

Fiscal Year 2023/24 3rd Quarter Budget: The Chief recommends a short presentation on the Fiscal Year 2023/24 budget status. Chief Duerr presented the March 2024 profit and loss statement and the third quarter budget report. The second property tax draw of 40% was received in April with the last remaining 5% coming in July. Currently 58.8% total overall revenues received with 40% tax draw remaining outstanding. Total expenditures are at 67.5% while the District is currently 75% through the year. Salaries and benefits currently on target and running below budget. Fixed asset and capital expenditures had been held back awaiting the tax revenue draw but will begin to be expended for the fiscal year. Director Gibson made a motion to approve the Fiscal Year 2023/24 Third quarter budget report. Director Ryland made a second to the motion.

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

Election Services Request: Staff recommends approval of Resolution requesting election services from Placer County for the November 2, 2024, election, for four expiring Board of Director positions. Chief Duerr explained that this is standard procedure as the District must request election services before each election. Board members Mike Johnson, Ken Musso, Gregory Grenfell, and Dan Bajtos have expiring terms. Election costs are estimated at \$35-40,000. Director Gibson made a motion to approve Resolution 9-2023/24 requesting election services from Placer County Elections. Director Ryland made a second to the motion.

Roll Call:

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

Fire Risk Management Services (FRMS) Election: Staff recommends that the Board consider nomination of SPFD board or personnel for a position on the FRMS board. FRMS is the District's JPA for worker's compensation and other benefits. FRMS is currently accepting nominations on their Board for four expiring positions each with three-year terms. Chief Duerr noted that the District was last represented by Director Grenfell two years ago on the FRMS board. President Randall noted that there was no interest from staff or the board therefore there was no nomination at this time.

INFORMATION AND DISCUSSION

Community Facilities District (CFD) Update: Staff will provide an update on the CFD process. Chief Duerr reported that meetings have occurred to discuss the process with the land use authorities, the Town of Loomis and Placer County Board of Supervisors. The next step is waiting for both agencies to formally approve the CFD enabling the formation of the district. Once approved, the Board will need to approve the Resolution of Intention for the first property to form the CFD.

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

Chief's Report:

- District Update: 323 calls in April, M17 & E17 busy, Stations 18 & 17 busiest, Turn out times down to 1.59, call responses going down and travel time down
- 6 fires in district in April
- Prevention: inspections completed up, plans received down during lag for review time
- Hiring: 5 in backgrounds and physicals – 6/10 start date
- MSR draft in June/July

- Strategic Plan June 17-19
- AFG Grant and SAFER Grant both submitted
- Tablet Command in process- training in May
- Annual Report at the next board meeting
- Public Survey out with FM3 presenting at 6/12 meeting
- Multi Company Night Drills Station 19
- Annual RT 130 Wildland Refresher
- Overtime: 58% due to open positions, sick leave 18%, Vacation 13%, Misc. 11%
- Volunteer vs. mandatory overtime hours: 25% mandatory, 75% volunteer.
- Overtime hours over 2000, overtime dollars ranging \$55k per pay period.
- Leave usage year over year: overtime same as last year, sick leave down, vacation down

Labor Report: No Report

Functions: Station and Uniform Inspections, Loomis State of the Town in July (TBD), Loomis Public Safety Celebration 9/14 tentative, Costco opening 5/23, Open House Station 20 on June 8

Board/Staff Comments: Director Ryland noted that the Finance Committee met and recognized a 4.5% increase in revenue with an 8% increase in salaries and wages. The new budget coming to the June meeting for approval. She continued that she participated with staff on an interview panel for legal counsel RFP with three firms to bring back to the board to decide from. Director Ryland also suggested that all standing committee's post a public agenda for upcoming meetings moving forward. Director Musso noted that the FAIRA board would meet soon around Memorial Day to discuss the cost of insurance for the next year.

Future Agenda Items: Master Plan Report, CFD Approval of Resolution of Intention, Fiscal Year 2024/25 Budget

There being no further business to come before the Board, the meeting adjourned at 6:35 p.m. The next regular meeting will be held on Wednesday, June 12, 2024.

Respectfully submitted,



Recording Secretary, Kathy Medeiros