

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Regular Board Meeting Minutes
June 12, 2024

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, June 12, 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
Dan Bajtos, Director

Absent:

Mike Johnson, Director

Staff in Attendance:

Fire Chief, Mark Duerr
Deputy Chief, Matt Feeley
Division Chief, Jeff Ingolia
Battalion Chief Paramedic, Matt Van Voltinburg
Engineer Paramedic, Pat Patterson

Public Comment: None

Consent Agenda: Director Grenfell made a motion to approve the consent agenda. Director Ryland made a second to the motion.

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

Special Presentation: None

OLD BUSINESS

Community Survey: Staff recommends a presentation and discussion about the recently conducted public opinion research to determine the feasibility of a ballot measure. Curt Below of FM3 presented the results from the District-wide survey responses collected via phone or online to registered voters. 425 responses were gathered with a 5% margin of sampling error. Overall services results: Excellent 42%, Good 32%, Fair 10%, Poor 2%, Don't know 14%. Direction the District is headed: 37% right track, 38% wrong track, 25% don't know. For medical emergencies, 81% of respondents felt safe with 76% felt safe for fire emergencies. 3 in 5 felt the District needed additional funding. Cherri Spriggs of Meraki Public Affairs noted to the Board that this was a good place to start for a future measure – with additional education clearly needed to the community. She continued that she recommends a measure for 2026 with an education program providing a clear message of where any new tax revenues will be spent. Chief Duerr noted to the Board that any future work for a 2026 measure would incur additional costs. President Randall directed Chief Duerr to bring the item back in a future meeting for additional discussion and further public outreach information.

District Master Plan: Staff recommends discussion and approval of the District Master Plan. Chief Duerr began that the master plan is brought back once again after grammatical edits were completed. He noted that not all of the recommendations needed to be completed, but brought into the District's plan as a function moving forward for the District. He continued that the master plan covers the next

20 years while the strategic plan would cover the next 3 to 5 years. He continued that this master plan was written by AP Triton who are also contracted the produce the Placer County MSR. Director Musso made a motion to approve the District Master Plan. Director Gibson made a second to the motion.

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

Legal Request for Proposal: Staff recommends a discussion and possible action on recent RFP for legal services for the District. Due to a staffing change at the long-standing legal counsel for the District, the Board approved an RFP process to explore other options in legal representation. Staff and the Board conducted interviews with three well qualified entities to bring forward a recommendation to the Board. The majority of the panel recommended staying with the current legal representation of Kingsley Bogard at this time. Chief Duerr noted that this was informational, and no action was needed by the Board.

Final Approval for Continued Benefit Assessment within the Loomis Emergency Response Services Assessment District: Public Hearing and adoption of Resolution No. 10-2023/24. President Randall opened the hearing. Chief Duerr explained that the Benefit Assessment Committee met on May 6th and recommended the Board approval of the allocation of the Benefit Assessment funds. The proposed assessment for 2024/25 is \$270.28 per single family equivalent, generating \$1,194,097 in revenue for the Division 1 community of the District. This year's CPI is 2.6245%, with a banked CPI of 1.1268% from previous years, bringing the total to 3.75%. President Randall closed the hearing. Director Gibson made a motion to approve Resolution No. 10-2023/24. Director Ryland made a second to the motion.

Roll Call:

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

NEW BUSINESS

Fiscal Year 2024/25 Preliminary Budget Adoption: Staff recommends the adoption of the preliminary Fiscal Year 2024/25 budget. Chief Duerr began that the fiscal year 2024/25 budget assumes a 4% increase in property tax revenue and includes the negotiated contract increases. The budget presented establishes the reserves for long-term improvement planning, including turn out replacement costs. Mitigation monies are funding portable radios, Engine 18 Pierce payment, additional SCBA compressor, and the rollover of the ISRAM ambulance. Estimated expenditures in the budget include a spending plan of \$17,172,673 million with estimated revenues of \$16,454,673. Salaries and wages are at 83.95%, service and operations are at 14%, fixed assets at .83%, apparatus .28%, Facilities .66%, and major equipment at .28%. Director Ryland made a motion to approve the fiscal year 2024/25 preliminary budget. Director Gibson made a second to the motion.

Roll Call:

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

Authorization for the Levy and Collection of Special Tax Measure A for the Fiscal Year 2024/25: Staff recommends approval of Resolutions No. 11-2023/24 and No. 12-2023/24 to authorize the levy and collection of the District's Special Tax Measure A by Placer County. The SPFD special tax is \$70 per residence, \$.05 per square foot of commercial property, and \$2.0 per acre of vacant land. There is no CPI for this special tax that was originally passed in 1980. Director Gibson made a motion to approve Resolution No. 11-2023/24 providing for the levy and collection of special tax Measure A. Director Ryland made a second to the motion.

Roll Call:

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

Director Gibson made a motion to approve Resolution No. 12-2023/24 requesting collection of charges on the tax roll for tax year 2024-25. Director Bajtos made a second to the motion.

Roll Call:

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

Adoption of Cost-of-Living Adjustment for Parcel Fees-Loomis: Public hearing and action on Resolution No. 13-2023/24. President Randall opened the public hearing. The former Loomis Fire District voters approved a parcel fee in 1997 with a CPI for the San Francisco Region. This year's CPI adjustment is 4.19% for an increase of \$4.88 per single family equivalent unit. The proposed assessment for 2024-25 is \$134.46, generating \$568,476 in revenue. President Randall closed the public hearing. Director Gibson made a motion to approve Resolution No. 13-2023/24 adopting the cost-of-living adjustment for parcel fees in the former Loomis Fire Protection District. Director Grenfell made a second to the motion.

Roll Call:

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

Adoption of Cost-of-Living Adjustment for Special Zones of Benefit: Public hearing and action on Resolution No. 14-2023/24. The former Loomis Fire District established special benefit zones for certain commercial properties. These benefit zones have been approved by the owners of the properties. Each year the proposed assessment levied are adjusted by the CPI for all Urban Consumers -U.S. City Average. Director Grenfell made a motion to approve Resolution No. 14-2023/24 adopting the cost-of-living adjustment for zones of benefit fees. Director Gibson made a second to the motion.

Roll Call:

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

Request for Placer County Collection of Special Assessments: Staff recommends adoption of Resolution No. 15-2023/24 requesting collection services by the County. Special assessments levied by the District are collected by the County on the behalf of South Placer Fire District. The County requires that the District warrant the legality of the charges and defend and indemnify the County for any challenge to the legality of the charges. Director Gibson made a motion to approve Resolution No. 15-2023/24 requesting collection of charges on tax roll for tax year 2024-25. Director Musso made a second to the motion.

Roll Call:

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

Review and Adoption of 2023 Annual Report: Staff recommends review and adoption of the 2023 Annual Report. One of the Board goals is to increase positive interaction and brand recognition within the community. To better educate the community, staff has drafted an annual report for 2023 about the District's performance, efforts, and achievements. Chief Duerr noted that the report is a good tool for public outreach and education. Director Gibson made a motion to approve the 2023 Annual Report. Director Ryland made a second to the motion.

South Placer Fire District Policy Updates: Staff recommends review and first reading of the proposed policy updates. With the recent changes to operations the Board adopted a goal to update and consolidate the District Policy Manual. At this time, staff bring three policies for a first reading and review: 709 Photography and Electronic Imaging, 710 District Social Media Use, 1046 Member Speech Expression and Social Networking. Chief Duerr noted that these policies were to protect both the District and the Board. He continued that labor did not ask to meet and confer on these policies. Labor representative, Pat Patterson, expressed to the Board that the unit is actively trying to increase the social media presence for SPFD. President Randall noted that he would like to see collaboration by both administration and labor on all media accounts. Chief Duerr agreed to review the policy again and further discuss before presenting it again for next month's meeting.

ISO Public Protection Classification: Staff recommends a discussion on the new Insurance Services Organization (ISO) Public Protection Classification for 2024. The ISO rating last completed in 2018 has been updated from 3/3Y to an improved rating of 2/2Y. The ISO rating scale is 1-10, with 1 being the best and 10 representing a community without an effective fire service. The first number refers to properties within 1000 feet of a water supply and within five road miles of a fire station. The second number, and either an X or Y applies to properties more than 1000 feet from a water supply but within five road miles of a fire station. The Y indicates PPC communities that provide superior fire protection services and fire alarm facilities but lack the water supply required for a PPC of Class 8 or better. The District recently cooperated with ISO to assess its PPC ratings. The revised rating will affect the District interactions with insurance companies and potentially could affect insurance premiums and coverage for the community. Chief Duerr noted that this was informational for the Board at this time.

FRMS Board of Directors Election to fill Four (4) Positions:

Staff recommends discussion and possible action to vote for up to four (4) position on the FRMS Board that expire on June 30, 2024. Directors Musso, Bajtos, and Ryland noted that they did not know any of the candidates and therefore would not be comfortable voting for their election to the FRMS board. President Randall noted that the majority of board members were not interested in placing a vote at this time, therefore no action was needed on this item.

INFORMATION AND DISCUSSION

Community Facilities District (CFD) Update: Staff will provide an update on the CFD process. Chief Duerr reported that letters are going out next week to the County and Town of Loomis to determine the next step. The Board resolution will come in July with a 60-day window to hold a public hearing. The CFD process should be wrapped up in September.

PERS Audit: Staff will provide a brief update on a recent Cal PERS audit. Chief Duerr reported that the District was among several agencies randomly chosen to provide documentation on the reporting of special compensation for education incentives. The Final Report suggested corrections were needed for the prior Rescue Trailer incentive compensation, the immediate availability of one employee's education documents, and contract language regarding compounding on other incentives. Chief Duerr noted that all of the findings had since been corrected in the new contracts.

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

Chief's Report:

- New Hire Academy has started

- Municipal Service Review – June draft
- Strategic Plan- June 17-19
- Tablet Command in service
- Multiple fires this month with crews performing admirably
- Station and uniform inspections
- Chief Magnuson attended CFED and EMSAC
- Move to Placer County Workday system for accounting
- Contact form and Video link for past meeting coming to the website
- Kids Camp with Roseville Fire
- Leadership Training
- District Update: 336 calls in May, down from two years ago. M16, E17 & E16 busy, Stations 18,17, 19 busiest, Turn out times down to 1.33, travel time went up
- 15 fires in district in May
- May Ambulance Response calls: 514 totals; 265 mutual aids to AMR area
- Overtime: 55% due to open positions, sick leave 22%, Vacation 19%, Misc. 4%
- Volunteer vs. mandatory overtime hours: 28% mandatory, 72% volunteer.
- Overtime up, dollars ranging \$80k per pay period.
- Leave usage year over year: overtime same as last year, sick leave down, vacation down
- Chief Jeff Ingolia for Prevention: inspections completed up, plans received down. 19 new residential projects, 6 commercial permits pulled, 39,000 square feet for residential remodels, 74 sets of plans submitted, 71 new construction inspections completed. Large Commercial projects: Costco and Superior Self Storage toured with crews
- Chief Ingolia for Facilities: Station 17 new commercial stove and hood installed, drainage project in phase 1 at St. 17, St. 16 landscape project in process, St. 18 new wall
- Chief Ingolia for Fire investigations: 1 vehicle fire, 2 structure fires
- Chief Ingolia for Weed Abatement: 7 cases, 2 unresolved

Labor Report: Representative Pat Paterson reported the unit had successfully attended the Leadership Training by Echelon Front with a high caliber of information – directly connecting with first responders.

Functions: Loomis State of the Town in July (TBD), Open House Station 18 for September TBD

Board/Staff Comments: Director Ryland reported that at the May 8th board meeting she became aware of the board not meeting the Brown Act posting requirements within their standing committees – noting that the public and board cannot be excluded from standing committee meetings or open contracts to discuss negotiations unless done by the board as a whole in addition to failing to agendaize the meetings. Director Randall responded that the board had discussed the items in closed session as a whole prior to the committee meetings and would get more clarification from legal for future meetings. Director Ryland announced she would be resigning from her position on the Board effective June 30, 2024, and moving to the State of Washington. She noted that this would be her last meeting.

Future Agenda Items: CFD Approval of Resolution of Intention, Policy Review

There being no further business to come before the Board, the meeting adjourned at 8:57 p.m. The next regular meeting will be held on Wednesday, July 10, 2024.

Respectfully submitted,



Recording Secretary, Kathy Medeiros