

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
July 15, 2025

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Tuesday, July 15, 2025, at 6:00 p.m. by Vice President, Ken Musso.

Board Present:

Ken Musso, Vice President  
Chris Gibson, Clerk  
Jenine Windeshausen, Director  
Gary Flanagan, Director  
Pete Gallegos, Director  
Dan Bajtos, Director

Absent:

Tracy Randall, President

Staff Present:

Deputy Chief, Matt Feeley  
Kathy Medeiros, Board Secretary  
Captain Paramedic, Mike Long  
Captain Paramedic, Shawn Cline  
Engineer Paramedic, Kevin Cooney

Fire Marshal, Jeff Ingolia  
Battalion Chief, Matt Van Voltinburg  
Firefighter Paramedic, Tyler Thomas  
Engineer Paramedic, Tyler Duncan

Public Comment: None.

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

Ayes: Gibson, Windeshausen, Musso, Flanagan, Gallegos, Bajtos      Noes: None      Abstain: None      Absent: Randall  
Carried

SPECIAL PRESENTATION

Update on Open House and Social Media Strategy: Staff recommends a short presentation from Cherri Spriggs of Meraki Public Affairs. A video was shown from the Station 17 open house demonstrating the public outreach attempts on Meta, Nextdoor, and Google Display for the District. She noted that moving forward there were more events upcoming at Folsom Lake Estates, a Homeowner’s Association meeting, as well as discussion with ABC10 News covering fire district funding shortfalls. She reported that for additional outreach the focus will be on the spending of property tax revenues, apparatus costs, and budgetary needs.

OLD BUSINESS

South Placer Fire District Policy Updates: Staff recommends a second reading and adoption for two proposed policy updates to #1207 and #1211. The Board discussed the language within Policy #1211 specifically on the review of items for inclusion to the agenda and testimony during special meetings. The Board agreed that they needed additional review on Policy #1211. Director Gibson made a motion to approve the policy #1207 and bring Policy #1211 back for review at the next meeting. Director Flanagan made a second to the motion.

Roll Call:

Ayes: Gibson, Windeshausen, Musso, Flanagan, Gallegos, Bajtos      Noes: None      Abstain: None      Absent: Randall  
Carried

## NEW BUSINESS

2025/26 Board Goal Setting workshop: Staff recommends setting a date for the 2025/26 Board goals. Deputy Chief Feeley explained that the goal setting process is usually held prior to the regular August Board meeting noting that the Strategic Plan's goals and objectives align with this process. He continued that the Board consider if a workshop is necessary. The Board discussed the need for having a workshop to discuss any updates to the strategic plan in order to report out any updates at the next regular meeting. The Board agreed to have a special meeting on August 12 at 6 pm to further discuss the strategic plan as a Board.

Dry Financing Request: Staff seeks approval to dry finance, if needed, from the Placer County Treasurer's Office up to \$3.5 million. Deputy Chief Feeley explained that the District received the first property tax draw in December and there may be a need for funding for expenditures during that time. He noted that the interest on the borrowed funds is paid back at the same variable rate that would be earned as interest. Director Gibson made a motion to approve the dry financing request and Resolution No 1-2025/26. Director Windeshausen made a second to the motion.

Ayes: Gibson, Windeshausen, Musso, Flanagan, Gallegos, Bajtos

Noes: None

Abstain: None

Absent: Randall

Carried

2025/26 Grant Opportunities: Staff recommends a discussion and direction on future grants. Deputy Chief Feeley explained that the District seeks approval for grant applications targeting our community on wildfire risk in collaboration with Firewise Communities and the Fire Safe Council. Grant opportunities such as the PG&E Better Together Nature Positive Innovation Grant, 2025 State Fire Capacity Grant, and Cal Fire Wildfire Prevention Grants and others as they arise. The Board agreed that the District would benefit from any grant opportunities to educate the local community and directed staff to move forward with grant applications that become available.

## INFORMATION AND DISCUSSION

- June call Volume: 343 calls, down from last year but up from 2023
- E17, M19, E16, M16 most calls by apparatus
- Station 17, 18,15 calls by primary station
- 19 fires in June: 13 vegetation, 2 structure, 3 commercial, 1 vehicle
- Overall turn out time up, travel time down, total response down
- M19 Unit Hour Utilization at 14%
- Ambulance responses met SSV compliance at 100% for June
- Ambulance response M16 at 9:57, M19 at 11:38, M20 at 14:26
- Fire Prevention department (Chief Ingolia): 4 new starts, 3 Commercial new starts, 20,000 square feet in remodels this month, 26 sets of plans received, 52 new construction inspections, 1 reinspection. Nugget market given temporary certificate of occupancy, working on Local Haz. Mitigation Plan with County, New Fire Code in July, 17 weed abatement complaints – 13 resolved
- Inspector Hoop celebrated 30 years with the District today.
- Facilities (Chief Ingolia): Tree removed at St. 20
- Fire Investigations (Chief Ingolia): SSATF call out for assistance at Esparto Fireworks fire, arrest made after fireworks started a brush fire in Treelake neighborhood
- Leave usage up year over year
- Overtime: 54% Open, 20% sick leave, 21% vacation, 5% Misc.
- Voluntary overtime 43%, 57% mandatory- mandatory trending up
- Total overtime hours up, total dollars \$80,000 per pay period
- Leave usage year over year: sick leave and vacation same as 2024, overtime down

## COMMITTEE REPORTS

FAIRA Update: Director Musso reported that he attended the June FAIRA board meeting and noted that they had ratified their contract – raising rates 10% in the first year with no increases for the next 4 years. He continued that they were able to reserve \$400,000 in the year.

Correspondence: One PARS financial statement received for the month of May, multiple cards of appreciation to Div. Chief Ingolia for assisting at a career event.

### Chief's Report:

- Remounted ambulance is delivered to the District and put in service soon
- Community events: Firewise community meeting, Board members of Placer Co. Fire Districts met 7/3, Western Placer Fire Chiefs Assoc. met, Open House at St.17, Hidden Valley HOA hosted SPFD discussed trail access, 7/4 activities/parades within the District, Loomis Town Meeting, LAFCO meeting discussed sphere of influence, Town Hall meeting with Supervisor Jones discussed burning policies
- FRMS elected Business Manager Medeiros to the FRMS Board

Functions: 8/9 Hidden Lakes HOA Safety Fair

Board/Staff Comments: Director Flanagan reported that the LMI meetings would no longer be attended by Board members due to Brown Act requirements. Director Windeshausen congratulated Deputy Chief Feeley on his upcoming retirement after 30 years with the District.

Future Agenda Items: None

There being no further business to come before the Board, the meeting adjourned at 7:05 p.m. The next regular meeting will be held on Tuesday, August 19, 2025.

Respectfully submitted,



Recording Secretary, Kathy Medeiros