

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
November 18, 2025

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Tuesday, November 18, 2025, at 6:00 p.m. by President, Tracy Randall.

Board Present:

Tracy Randall, President  
Ken Musso, Vice President  
Chris Gibson, Clerk  
Jenine Windeshausen, Director  
Gary Flanagan, Director  
Dan Bajtos, Director

Absent:

Pete Gallegos, Director

Staff Present:

Fire Chief, Mark Duerr  
Deputy Chief, Darin Snedeker  
Kathy Medeiros, Board Secretary  
Division Chief, Donavon Gray  
Apprentice Firefighter, Wyatt Stensler  
Firefighter Paramedic, Tyler Thomas

Division Chief, James Magnuson  
Fire Marshal, Jeff Ingolia  
Battalion Chief, Shawn Wolf  
Captain, Justin Buathier  
Engineer Paramedic, Pat Patterson  
Apprentice Firefighter, Ethan Curren

Public Comment: John Poland Executive Director with SSV EMS commented to the Board that the emergency ambulance response service beginning 12/1/25 in Loomis was not a legal expansion for ambulance response in Division 1 of the District.

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

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

Carried

SPECIAL PRESENTATION

Swearing in and Badge Pinning: Chief Duerr introduced newly hired Battalion Chief for the District, Shawn Wolf and recently promoted Division Chief Donavon Gray. President Randall delivered the oath to new hire, Battalion Chief Wolf. Division Chief Gray was then pinned with his new badge by his wife, Desiree.

OLD BUSINESS

Strategic Planning Update: Staff recommends an update on the Strategic Plan. Fire Chief Duerr provided an update and status for the District Board goals and Community Engagement. The Board discussed revising board goals statement. It was noted a need to add language noting upholding and embracing the financial stability and additional language of improving work environments. Chief Duerr agreed to make the revisions to the Board goal and return it next month for review and approval. He noted that Community Engagement will return next quarter to finalize messaging with an update on the programs and public education.

PG&E Easement Authorization: Staff recommends discussion on authorizing a PG&E easement on District property at Station 18. Chief Duerr explained that the easement lines were moved as requested by the Board for ensuring the most buildable space. He continued that the item would come at next month's meeting pending a firm proposal from PG&E.

Proposal for Funding Measure Feasibility and Public Opinion Research: Staff recommends that the Board discuss and approve initiating an evaluation of funding measure opportunities for South Placer Fire District and authorize FM3 Research to conduct comprehensive public opinion research assessing the community's support and the feasibility of proposed funding options. Chief Duerr explained that the ad hoc committee of Board members has met with vendors and a quote has been received to assess the public opinion and knowledge of the District. FM3 would conduct up to two tracking surveys and public opinion research at a cost not to exceed \$64000. Board members discussed the pros and cons to expending for the survey considering there are additional election costs to consider. Director Gibson made a motion to approve the contract with FM3. Director Randall made a second to the motion.

**Roll Call:**

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

Community Facility District (CFD) Annexation: Staff recommends the Board adopt the Resolution annexing new properties into the South Placer Fire District Community Facilities District No.1 (Fire Services). This resolution places these properties into the CFD as required under the policies and goals of the CFD. The resolution presented has 22 properties and is intended to approve the annexation request with the District being able to collect the tax moving forward. Director Gibson made a motion to approve Resolution No. 6-2025/26 approving the annexation into the South Placer Fire District Community Facilities District No.1. Director Flanagan made a second to the motion.

**Roll Call:**

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

**NEW BUSINESS**

Fiscal Year 2025/26 First Quarter Budget Report: Chief recommends a short presentation on the Fiscal Year 2025/26 budget status. Chief Duerr began that the 1<sup>st</sup> quarter of the new fiscal year has passed with 4.8% of general revenues received and 21% of mitigation revenues. A total of 5.2% revenues before the first 55% tax draw in December. Salaries and wages are at 29.2%. Total overall expenditures are over budget at 25.7% for the quarter. Director Musso made a motion to approve the 2025/26 Fiscal Year Quarterly budget report. Director Gibson made a second to the motion.

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

Gann Limit Report: Staff recommends discussing and adopting the Resolution setting the Fiscal Year 2025/26 appropriations limit, per Article XIII B of the State Constitution (1979) and verifying compliance for 2024/25. Chief Duerr explained that this is standard procedure reviewing adopted appropriations limits in the prior fiscal year by cost of living and population factors. The District is well under the Gann Limit by \$4.42 million for 2024/25 and \$4.710 million for 2025/26. Director Gibson made a motion to approve Resolution No. 7-2025/26 adopting the annual appropriations limit for fiscal year 25/26 and verifying compliance in 24/25. Director Bajtos made a second to the motion.

**Roll Call:**

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

## INFORMATION AND DISCUSSION

- October call Volume: 365 calls, up from last year, up from two years ago
- E17, M16, E16, M19 most calls by apparatus
- Station 17, 18, 15, 16, 19, 20 calls by primary station
- 3 fires in October: 1 vegetation, 1 vehicle fire, 1 kitchen fire
- Overall turn out up, travel time down, total response down
- M19 Unit Hour Utilization at 12.27%, M16 12.04%
- Fire Prevention department (Chief Ingolia): 8 new starts, 3 Commercial new start, 30 total permits 14,165 square feet in remodels this month, 27 sets of plans received, 46 new inspections, 1 reinspection. Fire Code adopted for 2025-goes to Loomis and Placer County
- Facilities (Chief Ingolia): St. 18 landscape project has installed new concrete borders
- Fire Investigations (Chief Ingolia): none
- Overtime: 58% Open, 8% disability, 23% vacation, 7% sick leave, 4% Misc.
- Voluntary overtime 78%, 22% mandatory- mandatory trending down
- Total overtime hours down, total dollars up
- Leave usage up year over year

## COMMITTEE REPORTS

Committee Updates: no report

Correspondence Review: PARS financial statements received for the month of September, letters of gratitude from Placer County Law Enforcement Chaplaincy and Granite Bay High School, one article from Gold County Media featuring employee Barbara Leak.

Chief's Report:

- Attended Cal Chiefs Conference
- Wildland fire tour at Los Lagos
- Field save coin presented to Placer Co. Sheriff's office Dispatch, Valerie Bradley
- Field save coins presented to FF Thomas, FF Lopez, Capt. Paskey

Functions: Santa by the Lake/In the Hood dates TBA, Tree Lighting at Quarry Ponds 12/7, Santa Breakfast Station 17 tentatively scheduled for 12/14

Board/Staff Comments: None

Future Agenda Items: Meraki Public Affairs status update

7:01 p.m. Adjourn to Closed Session: The Board of Directors adjourned to a closed session meeting for the following purposes:

- (A) Labor Negotiations (Gov. Code § 54957.6: Meet with Fire Chief to discuss and provide direction for negotiations for SAFF L522 South Placer Unit, SAFF L522 South Placer Unit-BC Unit, and unrepresented employees.
- (B) Conference with Real Property Negotiators (Gov Code 54956.8):
- i. Property 6900 Eureka Road
  - ii. Agency Negotiator: Fire Chief
  - iii. Negotiating parties: T-Mobile
  - iv. Under negotiations: Price and term of contract

- (C) Public Employment Appointment (Gov Code 54957):  
i. Fire Chief

10:32 p.m. Return from Closed Session

Closed Session Report: President Randall reported that the Board had met in closed session with the following report:

Item A- the Board gave direction to the negotiation team

Item B- the Board gave direction to the Fire Chief to continue negotiations

Item C- the Board announced the appointment of Deputy Chief Snedeker to Fire Chief pending contract finalization

There being no further business to come before the Board, the meeting adjourned at 10:33 p.m. The next regular meeting will be held on Tuesday, December 16, 2025.

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