

**AUGUST 10, 2011**  
**BOARD OF DIRECTORS' MEETING**  
**DIAMOND SPRINGS / EL DORADO FIRE PROTECTION DISTRICT**

**PLACE: DIAMOND SPRINGS FIRE STATION**  
**501 MAIN STREET**  
**DIAMOND SPRINGS, CA 95667**

Board of Directors' Meeting called to order at 7:13.M. by Vice- President, Ed Cunha.

**ROLL CALL: PRESENT:**

Bill Flynn  
Pat Williams  
Ed Cunha  
Asst. Chief Robert Combs  
Charles Hoff – present at 7:30 PM

**ABSENT**

Jackye Phillips  
Captain Ken Earle  
Chief Todd Cunningham – vacationing  
A quorum is present.

**FLAG SALUTE:**

Flag salute was lead by Robert Larsen.

**ADOPT AGENDA:**

**NEW BUSINESS: #4. Journal Transfer:** pulled until the September 14<sup>th</sup> Board of Directors Meeting.  
#3. **Journal Transfer** moved to #2.  
#2. **2011-12 FY CFD Budget Approval** now #3.

Motion made by Pat Williams to approve the agenda as amended. Motion seconded by Bill Flynn.  
Motion carried.

**MINUTES:**

Minutes of the July 13, 2011 Board of Directors Meeting read and correction stated. Motion made by Bill Flynn to approve the minutes with the stated corrections. Motion seconded by Pat Williams. Motion Carried.

**OPEN FORUM: For public testimony**

No public comment at this time.

**TIME SENSITIVE MATTER**

1. **Resolution 2011-08:** Resolution 2011-08 read honoring retired Director, Robert Larsen with a plaque presented to Mr. Larsen by Ed Cunha for service provided to the community and 10 years service to the District. Retiree's badge present by Asst. Chief Combs.
2. **CFD 2006-01 Public Hearing:** Open to the public.

**CORRESPONDENCE:**

- › Letter received from Grassy Run and was presented at the last Board meeting regarding dissolution from Grassy Run – no opposition to this presented. They have decided to dissolve their Community Facilities District and this has been approved. Tax allocation should remain as it was prior to the CFD.
- › Email received from County Payroll regarding an error which occurred with the tracking of contributions to PERS which was incorrect and under contributed to. This has been found and corrected. Transfer authorization to go to Retirement Account. This will create an \$11,000.00 change to the fund balance at the end of the year and will be rectified in the fiscal 2010/2011 year end closeout.

## **DISTRICT BILLS:**

District bills in the amount of \$5,552.49 for fiscal year 2010/2011 read into the record. Discussion held on the following bills:

- › **David Dornbier:** Bay lighting, etc. for Station 44
  - › **49er Communications and MAD About Radios:** radio purchases
- Motion made by Bill Flynn to pay the bills as submitted. Motion seconded by Pat Williams. Motion Carried.

District bills in the amount of \$46,031.89 for fiscal year 2011/2012 read into the record. Total amended due CALPERS OPEB payment being pulled and correction to AT&T bills.

\* President Charles Hoff present at 7:30 PM

Discussion held on the following bills:

- › **FDAC FASIS:** 1<sup>st</sup> quarter billing
- › **US BANK CORP:** used for kitchen remodel and other improvements

Chevron USA – used by personnel when not close to Dawsons

Motion made by Bill Flynn to pay the bills as submitted. Motion seconded by Pat Williams. Motion Carried.

## **CHIEF'S REPORT: Covered by Asst. Chief Robert Combs and presented in the Board Packet.**

- › **Workload Analysis:** Brief overview of the Workload Analysis Workshop was given by Asst. Chief Combs and what his expectations are for the next year. Call volume discussed including locations of calls at certain times of the day. Need to come up with a better way to do things. We cannot meet all State Mandated Requirements. He stated we need to put a plan into place as to why some items cannot be met. We will host a week long training this Winter to get some of the requirements out of the way. Priorities were evaluated and Asst. Chief Combs listed items he wants to accomplish over the year and explained in more detail what happened at the workshop. Medic Aids touched on regarding the reporting of events, overlapping reports/layers. Reduction of the number of fields in the Fire House Report touched on. Codes in Cfers discussed. Went through a list of improvements requested for the District, i.e. wants to see an overall training program, OSCA compliance, staging calls, and these issues will be addressed.
- › **ISO Truck and Ratings:** The Placerville Inn and county building fall into the requirements for an ISO rated truck. 3 buildings are required for an ISO rated truck, we have only 2. Points/requirements were discussed. Rating categories vs cost of insurance only affects commercial buildings. Asst. Chief Combs called different insurance companies to find that a lot of companies do not even use ISO. He is now doing more investigations before possibly requesting surplus of our truck which has been out of use for more than 3 years.
- › **Impact Mitigation Fees:** On 8/2/11 the Board of Supervisors tables all approval of the Impact Mitigation Fees for 6 months. Nexus Study discussed which may be required. Increasing fees were touched on. The Board wants all Districts to have the same formula.
- › **MDC Program:** Verbal cooperative agreement discussed regarding MDC's with El Dorado Hills. Everyone is voluntarily participating in this program. Grants are over with. As agencies pull out then the remaining agencies will see an increase in proposed cost per unit. MDC's are becoming antiquated technologies. Software for this is terrible. There is better technology out there now. Should not invest any more money.
- › **Water Tender 49:** We will no longer enter into a contract again. We will restore the water tender to it's original condition and return it to it's owner. We do have water tender #46.

## **CAPTAIN KEN EARLE'S REPORT:** Report presented in the Board Packets.

- › **Incidents:** Incidents down for July, 95 reported over the reporting of 179 a year ago.
- › **Training:** 363.5 of documented training took place in July.
- › **Safety/Compliance:** MSDS binders can now be found around the Station for review and reference.

## **ASST. CHIEF ROBERT COMB'S REPORT:** Report presented in the Board Packets.

- › **Development Impact Fees:** There is still \$25,713.21 in 2009 fees remaining due. This amount is slowly going down.
- › **2010 California Fire Code Amendment:** Under **OLD BUSINESS:** #2, have not heard back on this item.
- › **CFD:** Under **NEW BUSINESS:** #3.

- › **Land Development Manual (LDM) Adoption:** The LDM still not adopted and is still being worked on by Rob who is working with the County and EDAC.
- › **Grant Updates:** The pager grant was denied

**OLD BUSINESS:** Public comment closed – no comment from the public.

1. **Report by the Personnel Committee:** No action, currently looking at Asst. Chief Comb’s proposed contract.
2. **Local Code Determination:** Asst. Chief Comb’s stated he sent his interpretation for the District of California Fire Code Article 0, Section 507 on “Rural Fire Flow and Fire Hydrant spacing” to the State Fire Marshall but has not heard back yet. Item will be on the September agenda.

**NEW BUSINESS:**

1. **2010-11 FY Budget Amendment:** End of the year budget handed out for review. Reconciliation of Class 40 over expenditure discussed. Moving money to Class 40 discussed using Journal Transfer of \$73,000.00. Professional Services is the culprit.
2. **Journal Transfer:** Asst. Chief Combs requesting Journal Transfer of \$73,000.00 from Regular Employees to Professional Services to reconcile Class 40 overage. Motion made by Pat Williams to approve the Journal Transfer as requested. Motion seconded by Ed Cunha. Roll call vote as follows:

Bill Flynn	Aye
Pat Williams	Aye
Ed Cunha	Aye
Jackye Phillips	Absent
Charles Hoff	Aye

Motion carried.

3. **2010-11 FY Budget Approval:** Staff requests approval of the 2011-12 fiscal year CFD Direct Charges Budget for Community Facilities District 2006-01 budget in the amount of \$10,544.72. No public comment stated. Motion made by Bill Flynn to approve the CFD Direct Charges Budget as stated. Motion seconded by Ed Cunha. Roll call vote as follows:

Bill Flynn	Aye
Pat Williams	Aye
Ed Cunha	Aye
Jackye Phillips	Absent
Charles Hoff	Aye

Motion carried.

**PUBLIC HEARING CLOSED AT 8:40 PM**

**CLOSED SESSION:** Off record at 8:50 PM

Back in session at 9:20 PM

Discussion held on Chief’s salary and contracts; no decisions made at this time.

**NEW PURCHASES:**

None

**EMPLOYEE/VOLUNTEER INPUT:**

None.

Meeting adjourned,  
Respectfully submitted

Caroline Falconer  
Board Secretary