

MARCH 09, 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 7:00 P.M. by President Charles Hoff.

ROLL CALL: PRESENT:

Bill Flynn
Ed Cunha
Pat Williams
Jackye Phillips
Battalion Chief Ken Earle
Asst. Chief Robert Combs
Chief Cunningham
Charles Hoff

ABSENT – No one

A quorum is present.

FLAG SALUTE:

Flag salute was lead by Robert Thatcher.

ADOPT AGENDA:

Motion made by Jackye Phillips to adopt the Agenda as presented. Motion seconded by Bill Flynn, Motion carried.

MINUTES:

Minutes of the February 09, 2011 Board of Directors' Meeting read. Motion made by Bill Flynn to approve the minutes as submitted with the stated corrections. Motion seconded by Pat Williams. Motion carried.

Minutes of the February 23, 2011 Board of Directors of the Diamond Springs / El dorado Fire Protection District and the Rescue Fire Protection District Special Joint meeting read. Motion made by Ed Cunha to approve the minutes as submitted. Motion seconded by Pat Williams. Motion carried.

OPEN FORUM: For public testimony

No public comment.

TIME SENSITIVE MATTER:

1. **Administration of Oath of Office:** The Oath of Office was administered to Engineers, Spencer Morgan, Sean Farrelle and Shawn Yuill by President Charles Hoff. Spencer Morgan was pinned by his wife Amber; Sean Farrelle by Capt. Wilson and Shawn Yuill by his wife Robin.

CORRESPONDENCE:

- › Memo from LAFCO re: elections coming up for LAFCO Board, have extended the deadline.
- › Form 700 Statement of Economic Interests: Discussion held on completing the forms by Pat Williams and Charles Hoff. Debbie has old ones they can use as samples.
- › Chief Cunningham has discussed items sent to Board Members recently. ABS touched on for reading purposes. Chief Cunningham will continue to forward documents to the Board Members for reading purposes. Documents from State of California forwarded regarding restructuring of California. Changes are coming over the next 4 years. The audit will be discussed later in the meeting and will pay the auditor at the next month's meeting.

DISTRICT BILLS:

District bills in the amount of \$44,061.82 read into the record. Discussion held on the following bills:

› **US Bank Corp:**

Sac Arson – listed as small tools in incorrect; was a membership and was miss coded.
Bartels Appliance – rebuilt stove in the kitchen.

Motion made by Bill Flynn to approve payment of the bills as submitted. Motion seconded by Jackye Phillips. Motion carried

CHIEF'S REPORT: Chief Cunningham stated that most everything is already on the Agenda.

› **Old Business #1:**

Leave Conversion is regarding Asst. Chief Combs leave as been corrected by our Admin. Asst. Debbie Thompson and Debbie Barfield, El Dorado County Payroll and will be reflected on the next payroll.

› **Chief Cunningham's Vacation:**

March 12th thru March 22, Chief Cunningham will be vacation and Asst. Chief Combs will be acting in his place.

› **Budget Variance:**

The percentages discussed; partial payroll has been done for March. We are projecting \$285,000.00 to \$300,000.00 to the good. Class 40 is down to 16%. A slow down on purchasing is taking place. Projects to cut off soon. Professional Services is taking a toll and will probably go over budget soon. Mutual aid related to out of County forest fires discussed. The Federal Agreement is pretty similar to those in the past. If the State doesn't pass a budget, there will be no reimbursement this year. The State-wide mutual aid system is now compromised. If the State cannot guarantee payment we will not offer aid. Chief Cunningham stated he will not put the District in the hole if the State will not pay their bills. We need to be very careful. Fire fatalities have been on the increase. Admin. Rates discussed. The state is offering 10% Admin. Rate. This will change the way business is ran.

› **JPA Budget:**

The budget is similar to the District. Class 30 is running lean. Spikes in fuel costs discussed. \$4.50 per gallon will be the tipping point for diesel. The Engines and Medic Units are all run on diesel. Ramos does not have enough stations to cover the area we cover. Dawson's is not a good deal and they are the only one's with red diesel.

BATTALION CHIEF KEN EARLE'S REPORT: Report presented in the Board Packets.

› **Incidents:**

.Incidents are down over last year; 126 compared to 169 last year.

› **Fleet Report:**

.The SCBA change over is complete.

.Engineer Promotional Exam completed in February.

.The Type 1 engine specifications review is underway for future engine purchase.

.Collisions – Medic 48 collision touched on, is a non-injury accident, waiting for the estimate of the other vehicle damaged and is a JPA ambulance and insurance handled thru the JPA.

› **Training:**

.154 hours of documented training in March.

.Training will be made available to the Directors regarding Target Safety and is requested that you schedule an appointment with Ken. Preferably training will be conducted in groups of two or three and is requested that you bring a laptop if you have one as classes are online.

› **Personnel:**

.The 900 hour position selection process is completed and Cody Whited appointed.

.Station 46 Resident is still being sought – there is one viable candidate enter background check, Cory Lobenger from Cameron Park.

.Steering Committee is reviewing Resident, Volunteer and Career Firefighter, A/O and Fire Officer, etc, minimum training requirements and policy revision to go to the Change Committee for approval.

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

› **Development Impact:**

.Still waiting for outstanding Development Fees, buildings have not finalized yet.

- › **Communities Facilities District:**
 - .Petitions and Waivers have been sent to all owners and 6 projects/owners will participate in Annexation No. 3 with a total of 11 parcels. The public hearing will take place at tonight's Board Meeting.
- › **Land Development Manual Adoption:**
 - .County staff is getting frustrated afraid this will stall out for many years. This will not affect the District too much. The Fire Code Adoption is to be heard today.
- › **Staff Report:**
 - .Annual inspections for February totaled 20.
 - .Prevention Office – Gary made alternations to the prevention office; ordered occupant load sign for the Hall and began working with Firehouse on the prevention database.
 - .Mike initiated generator maintenance for the snow storm and miscellaneous projects as assigned.
- › **SCBA Purchase Update:**
 - .The final Grant Close out docs will be completed as soon as the report becomes available on the system.
- › **Grant Updates:**
 - .Submission of grants discussed; the 2010 AFG Operations & Safety Grants submitted 5/28/10= still no word; 2011 AFG Fire Prevention & Safety Grant – an application was submitted that includes request for money to turn the trailer into a Fire Investigation Trailer and purchase supplies and a fire extinguisher simulator for our Public Education Program – award notifications should begin in September.
- › **Fire Safe Councils:**
 - .Going out for a new Director – they received some Title II Grant money, \$80,000.00.
- › **Log Town Station:**
 - .Ken Hasse donated \$1,000.00 and wants a match of \$1,000.00 for landscaping.

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

1. **Leave Conversion Article 4 Personnel Policy:** Chief Cunningham requesting action on this item. Board requested Chief Cunningham and Sean Wilson to pull Article 4 and 6 to make sure no irrevocable damage is done. Motion made by Pat William to approve 4.2.2 and 4.2.3 and direct Chief Cunningham and Sean Wilson (time sensitive matter for the next Board Meeting) to review Articles as stated to make sure there are no adverse affects on the Policy. In the future the entire Policy needs to be reviewed prior to requesting a change or changes to be made and present to the Board as a package. Motion seconded by Bill Flynn. Robert Combs stated the Policy is poorly written and has concerns and is glad it will be totally reviewed. Chief Cunningham stated that possibly the Change Committee will get involved with Policy review.
2. **Preliminary Budget Adoption JPA:** Chief Cunningham explained adoption of the JPA Budget; 5 year projection discussed. Revenue projections are entirely estimated with no reason for the projections. We challenged their projections. Expenditures discussed. Admin. Fees have gone from \$5,000.00 to \$84,000.00 plus and are fictitious. We are requesting more exacting figures. Chief Cunningham stated he is writing the budget without knowing what the expenses and revenues are. The budget has slightly increased. Social security is up. The entire budget needs to be approved and a majority of the Districts must approve the \$10.7 million budget. The Board of Supervisors may throw the Health Dept out of the picture. Chief Cunningham requested adoption of the budget and adoption under protest as inappropriate to adopt a budget which is incomplete and unjustified. Motion made by Pat Williams to approve the JPA budget under protest with a letter to be drawn up to the Board regarding the \$10,771,882.83 budget. Motion seconded by Bill Flynn.
3. **Rescue Fire District:** Chief Cunningham discussed the indecisive discussion that was held stating we have been very clear and very cooperative. We will keep an open door policy. Chief Keeting feels very pushed by all; we will give them time and space. Charles Hoff stated he got the same impression. Their Safer Grant was discussed along with filing for an extension. They may be sanctioned from future grants if they do not abide by the grant requirements.
4. **De Annexation:** Will Ross will be crediting the District with work done. Will follow de annexation thru to completion. Chief Cunningham has a meeting on March 23rd re: facilitating de annexation. There will be no filings until after that meeting. Attitudes have changes abruptly. LAFCO indicates there will be no annexation.

NEW BUSINESS:

1. **Community Facilities District 2006.01 Annexation 3, Intent Meeting:** Lori Tuthill requested adoption of 2 resolutions and explained the CFD and it's formation, etc. It is requested that the Directors accept the Petition Consent and Waiver for Annexation into Community Facilities District 2006-1 and Related Matters for the following parcels:

- 1) APN#331-040-271 - Savidge Construction, a Ca Corp.
- 2) APN#054-402-181 - Stonehenge Springs, a CA LLC
- 3) APN#329-301-151 - Stonehenge Springs, a CA LLC
- 4) APN#329-301-201 - Stonehenge Springs, a CA LLC
- 5) APN#329-310-101 - Stonehenge Springs, a CA LLC
- 6) APN#329-301-111 - Stonehenge Springs, a CA LLC
- 7) APN#329-301-121 - Stonehenge Springs, a CA LLC
- 8) APN#097-020-461 - Stonehenge Springs, a CA LLC
- 9) APN#329-201-651 - Habernaria Reopens-LLC & Ivy Re-Investment-LLC & Bloomfield-LLC
- 10) APN#331-040-061 - Energy Transfer Partner LP
- 11) APN#319-260-511 - Richard & Nicole MaCauley

Motion made by Ed Cunha to approve Resolution 2011.03 declaring its intention to authorize the annexation of territory, as annexation No. 3 to Community Facilities District No. 2006-01 and all other matters as set forth in the Resolution of intention. Motion seconded by Jackye Phillips. Roll call vote as follows:

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

Motion carried.

Motion made by Ed Cunha to approve Resolution 2011.04 adopting an annexation map showing the boundaries of the territory proposed for inclusion in Community Facilities District No. 2006-01, Annexation No. 3. Motion seconded by Jackye Phillips. Roll call vote as follows:

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

Motion carried.

1. **District Annual Audit:** Chief Cunningham stated the audit shows a very high quality of work, is more detailed and defined and stated we will only see the 1st 2 parts today. There will be investing which is recommended. Chief Cunningham request the Director take time and read the audit, is much more easy to read and makes more sense. He stated the new auditor will be at the next meeting. Chief Cunningham is requesting questions be asked at that meeting. Stated the new auditor had to clean up the mess from last year. We will receive a mid-year report soon. Also stated that we will be hiring a mid-year bookkeeper for an independent auditing for accounting functions.

NEW PURCHASES:

David Phillips discussed replacement costs – actions regarding the surplusd Engine #47. Engine #48 will end up coming here for striping. He also stated the JPA approved the “kill devices” for the units. Engine #49 has a coolant leak and parts have been ordered and should be in shortly.

EMPLOYEE/VOLUNTEER INPUT:

None.

Meeting adjourned,
Respectfully submitted

Caroline Falconer
Board Secretary