

July 9, 2014
**DIAMOND SPRINGS- EL DORADO FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

**PLACE: DIAMOND SPRINGS FIRE STATION
501 MAIN STREET
DIAMOND SPRINGS, CA 95619**

Board of Directors' meeting called to order at 6:00 PM by President, Charles Hoff

Roll call as follows: Those present are:

Charles Hoff
Pat Williams
Pat Dwyer
Terry Tawney (Left early)
Tom Anderson
Asst. Chief Ransdell (Late)
Chief Combs

A quorum is present.

FLAG SALUTE:

Flag salute lead by President, Charles Hoff

ADOPT AGENDA:

Motion to approve the Agenda as presented made by Pat Williams. Motion seconded by Pat Dwyer. Motion carried.

MINUTES OF PREVIOUS MEETINGS:

Minutes of the June 11, 2014 Board of Directors' Meeting and the July 2, 2014 Special Board of Director's Meeting read. Motion made by Pat Dwyer to approve both sets of minutes as submitted. Motion seconded by Pat Williams. Motion carried.

Oath of Office – President Hoff administered the Oath of Office to Swear in Haydn Hadl as a new Intern/Volunteer for the district.

Public Comment on Closed Session Items – District Counsel explained the new format that will be used to list closed session items on the agenda. Having a Public Comment period before going into closed session allows a member of the public or an employee to make comments on anything that might be discussed in closed session before the board adjourns to closed session.

President Hoff adjourned to closed session at 6:15 pm.

President Hoff called the meeting back to order at 8:12 pm and reported that during Closed Session, the Board directed the Board President to respond to an employee's request for leave.

President Hoff opened the Public Comment portion of the meeting. No public comment.

TIME SENSITIVE MATTERS

1. CFD 2006-01 Public Hearing – President Hoff opened the Public Hearing on the matter of approving the 2014-2015 CFD Direct Charges and adopting the Draft 2014-2015 Direct Charge Budget for Community

Facilities District 2006.01. The Staff Report dated July 9, 2014 was reviewed and discussed. The Public Hearing was closed. Motion to approve a 3% tax rate increase for the 2014-2015 CFD Direct Charges was made by Pat Dwyer. Motion seconded by Terry Tawney. Votes: 4 in favor, 1 opposed. Motion carried.

CORRESPONDENCE - None

CONSENT ITEMS:

District Bills: District bills in the amount of \$49,153.90 read. Discussed the invoice from Crew Boss for purchase of wildland clothing. Motion made by Terry Tawney to approve the District bills as submitted for payment. Motion seconded by Pat Williams. Motion carried.

JPA Bills: JPA bills in the amount of \$2,073.44 read. Motion made by Terry Tawney to approve the JPA bills as submitted for payment. Motion seconded by Pat Williams. Motion carried.

CHIEF'S REPORT:

Chief Combs' Report presented in Board packet:

- The Chief reported that the Board of Supervisors approved the \$90,000 Journal Transfer for the truck. The Journal Entry has been posted transferring the \$90,000 from the Capital Improvement Account to the General Operating Account.
- The Chief was asked about the status of the 7th Day Adventist Church project and explained to the directors that the gymnasium has been under construction for several years and that the building was "Red Tagged" because they were trying to occupy it before the final inspection was done. They have been given a list of items that need to be completed before the final inspection is done.

Assistant Chief's Report

- Chief Ransdell went over call volume.
- Medic 48 is still running out of Station 49.
- Some of the equipment for 49 has been ordered.
- We entered a contract with El Dorado Union High School Transportation to service our engines and command vehicles. This will provide us with another option when Jason Warden is unavailable.
- Working on an apparatus replacement plan.
- Training – Truck Operations, Wildland Skill using Command Scenarios in the field are a few of the trainings being held.
- Personnel – Two new volunteers on board: Haydn Hadl (Intern 46) & Joe Garza (Extra help)
- Telestaff – Training to begin and rules to be built with the help of line personnel.
- No injuries reported.

Director Tawney left the meeting at 8:30pm.

OLD BUSINESS:

1. The proposal from Irons Architecture and Engineering from David Irons for the Water Intrusion Repair at Station 49 was reviewed. Discussed the architect's recommendation not to add windows in the dorm room. Adding the windows would have structural implications and might also trigger Design Review Requirements making the project too costly. The directors agreed with the recommendation not to add the windows during the repair project and expressed their disappointment to staff because they would have liked the windows to be added as well. Adding windows will be

discussed again when we deal with the air flow/ventilation issues in the building at a later date. The payment schedule in the proposal was also discussed. Motion to accept the Proposal from Irons Architecture & Engineering in the amount of \$12,500 was made by Charles Hoff. Second by Pat Dwyer. Vote: 3 in favor, 1 opposed & 1 absent. Motion carried.

2. FY 2012/2013 Audit – Chief Combs explained that some typos were found in the reports after the Agenda for this meeting was posted. Item was tabled until next meeting.
3. Chief Combs reviewed the July 1, 2013 Actuarial Report on GASB 45 Retiree Benefit Valuation. GASB 45 requires the district to quantify liabilities but not necessarily fund them. The district has taken great steps to fund both our share and to have the JPA fund their portion. The Rate of Return of 7.06 was set by the board two years ago. Thirty-two percent of our payroll goes to retiree healthcare. Discussed chart on page 12 of the report and chart on page 20 of the report.

NEW BUSINESS:

1. The Board reviewed the Conflict of Interest Code as required every two years per Government Code Section 81000. The 2014 Local Agency Biennial Notice was filled out and signed by the Board President stating that no amendment to the conflict of interest code is required at this time. The Notice will be filed with the County Registrar of Voters as required.

NEW PURCHASES:

- An Equipment & Mileage list was provided to the Board.
- The Profit & Loss report was presented and reviewed. To date we are about \$125,000 short on our revenue projections but are expecting the last 5% of tax revenue to post around July 17, 2014. The final numbers for the 2013-2014 fiscal numbers should be available next month.
- Reviewed the JPA Balances. We went over the \$1,000,000 cap for Class 30 by about \$41,000 and the \$20,000 cap for Class 40 by about \$500.

EMPLOYEE / VOLUNTEER INPUT:

- The Association is happy to see the district moving forward with the Station 49 repairs.
- The Employee Group still has concerns about how to move forward to re-establish communications with administration. They feel a facilitated meeting where both side may be held accountable would be in the best interest of all parties. Board expressed that we are in negotiations for the new MOU so any meet and confer items need to be addressed at the bargaining table. The Employee Group will brainstorm and bring back a proposal for improving relationships within the organization to the next board meeting.

President Hoff closed the Open Forum and adjourned the meeting at 9:20pm.

Respectfully submitted,

Lori Tuthill
Board Secretary