

**COMMISSIONER'S MEETING
ESPARTO FIRE PROTECTION DISTRICT
16960 YOLO AVE
ESPARTO, CA 95627**

**June 13, 2024
MINUTES**

1. Call to Order

The meeting was called to order at 6:01 p.m. by Chair Rudy Lucero.

2. Roll Call

Members present: Rudy Lucero, Barry Burns and John Hulsman

Absent: Mitch Roath and David Schwenger

Commissioner David Schwenger arrived at 6:10 p.m.

Other present: Chief Curtis Lawrence and Monica Burns, Secretary to the Board

3. Approval of Agenda

A motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve the agenda.

Ayes: 3 Noes: 0 Absent: 2

4. Public Comment

None

5. Approve Minutes of May 9, 2024 Meeting

This item was postponed as there was not a quorum present that attended the May 9, 2024 meeting.

6. Approve Payment of June 13, 2024 Claims

Motion was made by Commissioner Burns and seconded by Commissioner Hulsman to approve the June 13, 2024 claims.

Ayes: 3 Noes: 0 Absent: 2

COMMISSIONER SCHWENGER ARRIVED AT 6:10 p.m.

5. Approve Minutes of May 9, 2024 Meeting

After the arrival of Commissioner Schwenger, a motion was made by Commissioner Hulsman and seconded by Commissioner Schwenger to approve the minutes of the May 9, 2024 meeting.

Ayes: 3 Noes: 0 Abstain: 1 (Chair Lucero) Absent: 1

7. Review Financial Report

The Financial Report was reviewed by the Board.

8. Review and Approve Salary Schedule Effective 7/1/2024

Motion was made by Commissioner Schwenger and seconded by Commissioner Hulsman to approve the salary schedule with a 3% COLA effective 7/1/2024.

Ayes: 3 Noes: 0 Abstain: 1 (Commissioner Burns) Absent: 1

9. Review and Approve Fire Chief’s Salary Effective 7/1/2024

Motion was made by Commissioner Schwenger and seconded by Commissioner Burns to approve the Fire Chief’s annual salary of \$88,059 effective 7/1/2024.

Ayes: 4 Noes: 0 Absent: 1

10. Review and Approve the Maximum Employer Contribution for Medical Coverage Effective 7/1/2024

Motion was made by Commissioner Burns and seconded by Commissioner Schwenger to pay the total cost for the Employee Only medical coverage not to exceed a maximum amount of \$1,000.00 per month.

Ayes: 4 Noes: 0 Absent: 1

11. Review and Approve FY 2024-25 Budget

Motion was made by Commissioner Burns and seconded by Commissioner Schwenger to adopt Fiscal Year 2024-25 Budget with total financial sources of \$852,071.

Ayes: 4 Noes: 0 Absent: 1

12. Review and Approve County of Yolo’s Department of Finance’s Special Districts and Other Agencies Authorization for 2024-25

Motion was made by Commissioner Schwenger and seconded by Commissioner Hulsman to approve the County of Yolo’s Department of Finance’s Special Districts and Other Agencies Authorization for 2024-25

Ayes: 3 Noes: 0 Abstain: 1 (Commissioner Burns) Absent: 1

13. Discussion Regarding Cost Recovery

Chief Lawrence advised the Board that the District is getting many lift assist and non-emergency calls from the same individuals. In order to help offset the cost for these calls, and to possible reduce the number of these calls, he discussed the possibility of charging fees for these types of calls. The Board was agreeable to Chief Lawrence researching the process to establish these types of fees.

14. Fire District’s Sustainability Ad Hoc Committee

A. Updates

There was no update .

15. Yolo County Fire Safe Council

A. Updates

There was no update.

B. Yolo Prescribed Burn Association

Chief Lawrence advised that he doesn’t believe the burn that was planned will take place.

16. Staff Reports

A. Office

Chief Lawrence reported on:

- a. The Yolo County Sustainability Grant projects.
- b. The office will be processing claims for 2023-24 invoices on the dates set by Department of Financial Services of 7/3/2024 and/or 7/11/2024 that will be charged to FY2023-24 prior to the next Board meeting. Information on these claims will be provided to the Board at the July 2024 meeting.
- c. That a phone meeting is scheduled for Friday, June 14, 2024, with the new Department of Financial Services’ Accounting Manager.

B. Building & Maintenance Report

Chief Lawrence reported that:

- a. All rigs have received their annual service; Engine 219 needs a minor repair that will be done next month.
- b. Brush 19's problem, which was under warranty, was worked by Golden State Fire Apparatus, Inc. As Brush 19 is used, he will be able to determine if the problem has been fixed.
- c. The new sleeping quarters are almost finished; and
- d. The contractor for the drainage grading will be on site next week to finish the project.

C. Chief's Report

Chief Lawrence reported:

- a. He enrolled one of our firefighters in a fire investigation training.
- b. Since June 1st, there have been over 30 calls and it is getting busier.
- c. On the July 6th Independence Day Celebration.

17. Adjournment

A motion was made by Commissioner Burns and seconded by Commissioner Hulsman to adjourn the meeting at 6:53 p.m.

Ayes: 4 Noes: 0 Absent: 1

Rudy Lucero, Chair

Monica Burns, Secretary to the Board