**EAST DAVIS COUNTY FIRE PROTECTION DISTRICT**

**DAVIS FIRE DEPARTMENT STATION 33**

**425 MACE BOULEVARD**

**DAVIS, CA 95618**

**MINUTES OF THE MEETING HELD June 8, 2023**

**DAVIS FIRE STATION 33**

**PRESENT:** Commissioners John Lindsey, Bill Weisgerber, David Robert, Tad Henderson and Michael McMahon

**ABSENT:**

**OTHERS PRESENT**: Davis Fire Department Chief Joseph Tenney, Theresa Kenui (DFD), Deputy County Supervisor Sheila Allen

Chair Weisgerber called the meeting to order at 6:30 p.m.

**MINUTES**

Weisgerber said that the minutes from the May 25th meeting had been sent out for review. Robert moved to approve the minutes as written, McMahon seconded the motion, and all were in favor of approving the minutes.

**COUNTY SUPERVISOR**

Allen said that the county is working on the budget and that there might be some impacts from inflation. Weisgerber asked if any action has been taken yet on the Elkhorn Fire District reorganization and Allen said that no action had been taken yet but that there might be discussion of the issue at the July meeting.

**FIRE DEPARTMENT UPDATE**

Chief Tenney updated the Board on the progress being made on the ladder truck which should be delivered from Pierce in January 2024. The Department will be working on training, procedures, and policies for operating the truck until it arrives and will do intensive aerial, driving, and operations training once it does arrive. Tenney said that another engine is on order with Hi-Tec and should arrive in a year which will be followed by an order for another engine. Service life for the engines is 10 years in active duty and 10 years of reserve operations and many of the current engines are nearing the end of their service life.

Tenney then talked about the remodel of Station 31 which will most likely involve a complete teardown because of the age and condition of the station as well as the need to meet current environment, health, and safety standards. The City has engaged an architectural firm to design the project and costs will most likely be around $1000 per square foot. The process will take three to five years to complete and Stations 32 and 33 also need updates which will be ongoing to keep the stations in good condition. Tenney also said that the Department is now catching up on equipment needs including new command vehicles to replace current vehicles that are outdated.

Tenney then said that the Department has been staffing up and has hired twelve new firefighters and promoted five Captains and two Battalion Chiefs over the past year. The Chief said that the City Council has been very supportive and helpful to get all of these items in place. Weisgerber complimented Tenney on the work the Department has done and thanked him for his efforts.

**ACCOUNTS PAYABLE**

The Board then had a brief discussion of the invoice from the City for the previous year’s fire service. Lindsey then moved to approve payment of the invoice for $872,072.81, Henderson seconded the motion, and all were in favor.

* See **New Business** for Reimbursement to City of Davis for Enterprise Weed Abatement Public Notice

**BUDGET**

Weisgerber explained the budget adjustments discussed and implemented at the last meeting including $890,000 for the annual City fire service invoice, $5000 to cover administrative work done by the Department on the District’s behalf, and an additional $500 to pay for Mark Krummenacker’s work. Robert moved to approve the budget as presented in the total amount of $907,999, Henderson seconded, and all were in favor.

**ANNUAL BILLING CYCLE**

Weisgerber then presented two proposed memos to the Board. One explains and offers suggestions on how to implement the two-year lookback process for setting the amount owed under the contract with the City. The other memo proposes to use Department staff to help with administrative tasks and that the District would provide a line item in the yearly budget to pay for this help which would provide more continuity to the annual property roll calculation process and other tasks related to accounting and billing. The Board members discussed both memos and found them to be acceptable. Weisgerber will work with County Counsel, the City Attorney, and Chief Tenney to initiate the process for a contract amendment that would enable the billing process update and will also work with Chief Tenney to put the required mechanism in place to hire and pay for the Department staff’s help.

**UPDATES**

North Fork Putah Creek

Allen reported that the City and County have now signed the MOU for the ownership transfers and subsequent maintenance of the North Fork Putah Creek parcels. The County will set aside $25,000 to help with maintenance until the process is complete and there are a few caveats to satisfy but the process has essentially been completed. Elisa Sabatini has been discussing the potential lot adjustments with each affected property owner along the creek on a one-on-one basis and has also responded to the citizen complaint that was raised at the last meeting.

Hydrant Repair

Weisgerber said that the hydrant at 44406 Country Club Drive has now been repaired thanks to efforts made by Fire Marshal Sandholdt. Weisgerber said that he thought there was another hydrant issue in Willowbank but Tenney explained that the issue was actually in Central Davis and was being addressed.

**NEW BUSINESS**

* Reimbursement to City of Davis for Enterprise Weed Abatement Public Notice
* Board vacancy with Commissioner Lindsey’s departure

The Board then discussed payment of the $113.40 invoice for the publication of the weed notice in the Davis Enterprise. Robert moved to approve payment of the invoice, McMahon seconded, and all were in favor.

**NEXT MEETING**

**September 21, 2023 at Fire Station 33**

**ADJOURNMENT**

There was then a motion by Robert that was seconded by McMahon to adjourn the meeting; approved unanimously at 7:06 p.m.

Respectfully submitted:

John W. Lindsey

Board Member