

FALLEN LEAF LAKE COMMUNITY SERVICES DISTRICT

Saturday, August 30, 2014
Fallen Leaf Lake Fire Department
Station 9
Fallen Leaf Lake, CA

President Cathcart called the meeting to order at 09:00 am

President Cathcart called for a Close Session at 09:00 am to discuss Evaluation Process and Procedure for Paid Fire Department Personnel.

President Cathcart opened Session at 09:15

ROLL CALL

President Cathcart, Director Bacchetti, Director Casey, Director Malley
Vice-President Calof via phone

PLEDGE OF ALLEGIANCE

REPORT OUT OF CLOSE SESSION

Director Bacchetti gave a report of Close Session as follows:

The Draft Fire Chief and General Manager Evaluation Form will be circulated to the Board of Directors to comment and finalize, plus talked about drafting a Limited Evaluation Form for others within the department to evaluate the Chief. The Fire Chief and General Manager have not had an increase in salary in over 2 years and will be given a 5% increase pro-rated back to May 2014 as follows:

Fire Chief from \$60,000 to \$63,000

General Manager from \$30,000 to \$31,500

Benefits to be increased to \$667/month

The Fire Chief and General Manager's contract will be reviewed in 2 more Fiscal Years (2015-2016). President Cathcart also reported that these increases are currently stipulated in the current approved budgets.

PUBLIC COMMENTS

John Kleppe reported that the water level of Fallen Leaf Lake since 1995 has lowered considerable because of shortage of snow pack over the years. This has caused the water table in the lake to be below target. He presented to the Board a 19 year Comparison Chart with Target Levels..

Franz McMasters reported on behalf of Ben Anderson regarding getting a lobbyist supposedly a Democrat to help sponsor the bill. Item to be discussed further under Administrative Matters E. Citizen's Advisory Committee Report. .

Franz McMasters also reported that the launch ramp needs to be repaired and possibly upgraded to meet the current Fallen Leaf Lake water levels.

Blake Wiliham an active Volunteer of the Fallen Leaf Lake Fire Department gave a report regarding stand pipes on west side of lake along with installing new stand pipes to help with water supply in case of a fire. Franz McMasters and Jim Van Sickle also reported information regarding this matter and how it needs to be addressed. The Board requested that the Chief and a Board Member get together and review the situation and place an item relating to this on the Agenda for December.

ADMINISTRATIVE MATTERS

A. Discussion and Motion(s) to Approve Minutes of July 5, 2014

Motion was made by Director Malley and seconded by Director Bacchetti to approve the minutes with the following changes.

Under New Business C. page 4 – 3rd sentence (motion) Director Bacchetti revised his proposal *To allow CLM to raise fees at their discretion up to the maximum of* Seasonal/Annual - \$1,650 / Monthly \$850 / Weekly \$1300 / Nightly/Daily \$50 and Launch fees for boats under 15 HP \$35 / boats over 15 HP \$50 and no launch fees for those who pay a seasonal/annual fee.

Under Old Business C page 3 – Subject Line “*roll*” should read “*role*”.

Under Old Business D page 3 1st paragraphs should read: Board wished to have a *committee of at least 3 people* consisting of . . .

Motion was passed unanimously.

B. Discussion and Motion(s) to Approve Financial Reports

Motion was made by Director Bacchetti to approve the Financial Reports dated Fiscal Year Ending June 30, 2014 and New Fiscal Year 2014/15 through August 20, 2014. Motion seconded by Director Casey. A full discussion was held regarding the CSD's 90% share of utilities and CLM's 10% share of utilities and how these amounts need to be portioned out on budget along with the current name of Liberty Energy or Liberty Electric and for future Fiscal Year Endings all remaining funds not spent through Administration is to be held in a

reserve account for future expenditures such as computer replacements, etc. and all funds set in budget to support Administration must be transferred accordingly. Motion was passed unanimously.

C. General Manager's / Fire Chief's Report

Chief Gerren reported a synopsis of his report submitted in Board packet. A discussion was held regarding strike teams, new fire boat docking and dock, review of Lease and funds from County to payoff fire boat, old fire boat placement for summer and winter, new engine grant, and Advance Life Support vs Basic Life Support and demo at end of meeting for Board and public.

D. Concessionaire's Report

Mike Basso thanked the staff and community for their great support thus far throughout the season. Month to date totals are 15% above from last month and year to date totals are 12% up from last year. Drip system is repaired and running. Parking bumpers are in, the upper and lower parking lots have been re-stripped, lockers have been installed in boat house, the kayaks have been moved off the beach to the water's edge where they are already in the water (float system). Will be posted around that the last day store is open will be September 30 and last day to remove boats from marina and the docks will begin to be removed on October 1st or 2nd. Boats left after the docks have been removed will be beached. Boats needing to be removed after this date will be discussed under Old Business Item C. Mike reported to the Board about a written suggestion list of items to be discussed with the Board at their next meeting in December. This list will contain suggestions for hand rails on down by the marina, along with those steps to be repaired to make it for easier access. There is also a section behind the store that beach goers utilize that is not necessarily a thoroughfare but could be made into one. Currently it could be a hazard. A brief discussion was held regarding TRPA and if steps are already approved in original plans, shacks on beach the store basement and utilization of this space.

Franz McMasters reported that a sign or something for roadside, regarding cars turning into the west side thinking it is the Fallen Leaf Lake Store and Marina.

E. Citizen's Advisory Committee Report

Franz McMasters reported to the Board that to have this pass through Legislation in 2015, all work must be done by February. A discussion was held regarding hiring a lobbyist and to pay for the lobbyist's efforts funding raising events must be held.

F. President's Report

President Cathcart read letter from SDRMA acknowledging and congratulating the Governing Body, management and staff of Fallen Leaf Lake Community Services District for their commitment to proactive loss prevention and safety in the workplace.

President Cathcart also voiced his concern regarding the percentage of taxes we receive from the County and directed the Chief to look into this further. The Chief reported that the Regional Fire Chiefs are already working on this with the County.

OLD BUSINESS

A. Discussion and Possible Motion(s) Regarding Evaluation Process and Procedure for Paid Fire Department Personnel – Director Malley

Director Malley reiterated that a Draft Fire Chief and General Manager Evaluation Form will be circulated to the Board of Directors to comment and finalize, plus talked about drafting a Limited Evaluation Form for others within the department to evaluate the Chief.

B. Discussion and Possible Motion(s) to Approve Budget for Parks and Recreation for FY 2014-15 – Director Calof and Chief Gerren

Motion was made by Director Malley to approve the Parks and Recreation Budget for FY 2014-15. Motion was seconded by Director Bacchetti. After a full review and discussion of the Parks and Recreation Budget was held a motion to approve said budget was passed unanimously.

C. Discussion and Possible Motion(s) regarding proposal pertaining to ramp closure issues –Director Casey

Director Casey gave a synopsis of issues that were of concern regarding seasonal ramp closure issues and protocol. A committee was formed of several residents, including himself (Director Casey), Mike Basso and Chief Gerren. This meeting was held August 6, 2014 at Fire Station #9. The total cost of the gate will be \$3,500 (Alpine Metal Works to make gate of \$2,500 and John Rich to install \$1,000). Keys will be given to CLM, Chief, EDSO and Fish & Wildlife. The committee was all in favor.

The Policy and Procedure regarding the removal of boats from marina is end of September that CLM will post for notification, along with when the marina will be removed. All other boats that are housed on private docks around the lake must be removed by November 1st. Anyone removing their boats after the date CLM closes marina end of September, must go through the fire Chief. An appointment must be made with Fire Chief at least 48 hours prior to removal of boat and to insure that a Green Seal will be attached to boat for launching boat in the next season. This same procedure will apply to the opening season prior to CLM opening marina. The committee was all in favor.

Director Casey suggested to the Board that the funds for the gate come out of the already allocated funds for AIS inspector for 2014 season that was not utilized of \$5,000.

Director Malley motioned to approve the cost of the gate of \$3,500 and Policy and Procedure for removal of boats as based on the report from the committee and Director Casey's

suggestions and in addition a form to be drafted and approved by Board regarding notice to boat owners launching their boat(s) that boat(s) must be removed by a certain date. This Notice Review is to be placed on the December Agenda. Plus those boat owners removing their boat(s) allow for a 48 hour notice given to Fire Chief and to be sure to honor their appointment by being on time. Motion seconded by Director Bacchetti. After a full discussion was held on subject matter motion was passed unanimously.

NEW BUSINESS

A. Discussion and Possible Motion(s) by Resolution 2014-3 to Approve County to Collect Special Taxes Annually – Chief Gerren

The Chief review with the Board letter from District's Attorney regarding the wording and codes as set out for the collection of Special Taxes Annually through the County per the request of the County in order for the County to collect said taxes. Director Bacchetti motion to approve said Resolution. Motion was seconded by Director Casey. There being no further discussion motion was passed unanimously.

B. Discussion and Possible Motion(s) by Resolution 2014-4 to Set Meeting Dates and Locations for Board of Directors Meetings for Last Quarter of Calendar Year 2014 and for Calendar Year 2015 – Director Cathcart

Motion was made by Director Casey to approve said Resolution for Meeting Dates of the Board of Directors for December 2014 and for Calendar Year 2015. Motion was seconded by Director Bacchetti. After discussion motion was passed unanimously.

C. Discussion and Possible Motion(s) to Approve Annual Report per Government Code Section 50075.3 for Year 2013-14 Required for the El Dorado County to Collect Special Tax for Year 2015-16 – Chief Gerren

Chief Gerren review with the Board Annual Report per Government Code required for the El Dorado County to Collect Special Taxes. Motion was made by Director Casey to approve said Annual Report. Motion was seconded by Director Bacchetti. After discussion motion was passed unanimously.

D. Discussion and Possible Motion(s) Concerning to Create a Permanent CAAC to Advise the Board on Issues Relating to Operations and Management of CSD Property and Assets – Director Cathcart

Director Cathcart reported to the Board that he had been approached by several residents that questions have arisen that the Board might want to create a Permanent CAAC to Advise the Board on Issues Relating to Operations and Management of CSD Property and Assets. A full discussion was held regarding this subject matter. At close of discussion the Board

stated that the need for a permanent CAAC would not be necessary, however it would call upon the CAAC when every necessary to help with a subject matter such as the marina seasonal ramp closure. No motion necessary.

E. Discussion and Possible Motion(s) by Resolution 2014-5 to Accept a Department of Forestry and Fire Protection Volunteer Fire Assistance Program Grant. Agreement #7FG14004 – Chief Gerren

Chief Gerren reviewed with the Board the Volunteer Fire Assistance Program Grant offered by the Department of Forestry and Fire Protection. This grant has helped to enable the Fire Department to pick up items needed to equip and maintain the level service. This program is a matching Grant where the Volunteer Firefighters Association has matched the Grant to provide them with much needed equipment. A motion was made by Director Bacchetti and seconded by Director Casey. After discussion motion was passed unanimously.

F. Discussion and Possible Motion(s) Concerning Paramedic Advance Life Support vs. Basic Life Support Services with Financial Impact to the District. Demonstration to be presented – Chief Gerren

Chief Gerren reported to the Board regarding the difference between Advance Life Support vs. Basic Life Support. For the Boards pleasure Firefighter/Paramedic Pat Coyle and Firefighter/Paramedic Matt Dixon will give a demonstration of what Basic Life Support can do and how Advance Life Support can administer certain drugs, and equipment on the spot. The Board requested this item be placed on the December Agenda to discuss financial impact and other issues as it relates to this subject matter.

With no other further business, President Cathcart adjourned the meeting at 11:05 am