

FALLEN LEAF LAKE COMMUNITY SERVICES DISTRICT

Saturday, December 4, 2021
Held under Executive Order N-29-20
Tele/Video Conference
9:00 AM Closed Session
11:00 AM Open Session

CLOSED SESSION

President Cathcart called the closed session meeting to order at 9:00 am

ROLL CALL

President Cathcart, Director Casey, Director Malley, Director Hart, Director G. Calof and Paul Carelli, District's Attorney via tele/video conference.

DISCUSSION ITEMS

A. Contract for Fire Chief and General Manager

Requested Action / Discussion to Approve Contract for Fire Chief and General Manager

Board Member: President Cathcart

B. Contract for Concessionaire

Requested Action / Discussion to Approve Contract for Concessionaire with RRM

Board Member: President Cathcart

C. Consider a Performance Bonus for Chief Gerren for Fire Administration and General Manager's Position

Requested Action / Discussion to Approve Performance Bonus for Chief Gerren for Fire Administration and General Manager's Position

Board Member: President Cathcart

OPEN SESSION

President Cathcart called the open session meeting to order at 11:43 am

ROLL CALL

President Cathcart, Director Casey, Director Hart, Director G. Calof and Director Malley via tele/video conference.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Craig Working asked about plans for defensible space around Stanford Hill. Chief reported it will be discussed under his report in Administrative Matters.

REPORT OUT OF CLOSED SESSION

All Items are under Old Business

President Cathcart reported out of closed session.

B. Contract for Concessionaire with CLM- RRM

The Board decided to review the contract further and review the request by RRM-CLM, along with the interest and needs of the community and the CSD. The board committee will draft an agreement. We will place this contract on the March meeting or sooner if possible.

A. Contract for Fire Chief and General Manager

Both contracts will be placed on the March. We have several questions that relate to both Gary's interest and request, along with the interest of the CSD and the community. The Board has not formulated a decision as to one way or the other as to what the Board would recommend for a discussion and vote in an open session.

C. Consider a Performance Bonus for Chief Gerren for Fire Administration and General Manager's Position for the year.

The Board reviewed the Performance Bonus for Gary. The Board determined a bonus in closed session. The motion in open session to give a bonus of \$50,000 to Gary for the past calendar year. Motion was made by Director Cathcart and seconded by Director Casey to approve a bonus for Gary's performance as Fire Chief and General Manager and for his performance during the Caldor Fire. Motion was passed unanimously.

ADMINISTRATIVE MATTERS

A. Approval of Agenda

A motion by Director Hart to approve agenda for December 4, 2021. Motion seconded by Director G. Calof and passed unanimously.

B. Approve Minutes of Regular Meeting of September 24, 2021

A motion by Director Hart to approve minutes from Board Meeting September 24, 2021. Motion was seconded by Director G. Calof and passed unanimously.

C. Approve Financial Reports F/Y 2020-21 through November 22, 2021

A motion by Director Hart to approve Administration, Parks and Recreation and Fire Department Financial Reports F/Y 2021 through November 2, 2021, and seconded by Director G. Calof. A discussion was held regarding Fire Department borrowing \$350,000 from Parks and Recreation without interest to pay salaries for the strikes teams until funds come in from the State or from Federal government for reimbursement. Along with a

discussion when these reimbursement funds from the State and Federal government would be received. There was also a discussion regarding the Parks and Recreation Balance Sheet and how the accounting process works and sometimes would show a negative, but there are funds in the bank account. It is a false negative at the time of printing financials. After full discussion regarding the financial reports for F/Y 2020-21 through November 22, 2021, motion was passed unanimously.

D. COVID-19 Report

Tom Melendez reported that he has been in contact with Warren, owner of RRM, and staying current with regulations from OSHA. RRM continues following OSHA's and the Federal government's regulations for COVID-19.

President Cathcart asked Tom about how they handle any COVID-19 violations. Tom reported that these issues are brought to the attention of Human Resources, and they handle these issues on a per case incident.

Chief Gerren reported the fire department follows the guidelines set forth by the State, local and Federal entities and will continue following these guidelines into the next season.

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

Chief reviewed with the Board the General Manager's / Fire Chief's Report which was included in the board packet.

Chief Gerren additionally reported that he has been in contact with the USFS, and they are currently working on clearing the log decks and the slash piles in and around the Fallen Leaf Lake area.

Chief Gerren reported that he has been working with Leona Allen with the Neighborhood Firewise Program that is a neighborhood participation to help with defensible space. More information for this program can be found at <https://www.nfpa.org/Public-Education/Fire-causes-and-risks/Wildfire/Firewise-USA/Become-a-Firewise-USA-site>.

Chief Gerren responded to an email from Ruth Rich concerning a grant opportunity from Cal OES for defensible space. He checked with the state and Fallen Leaf Lake does not qualify for this grant. After talking with Cal OES, they advised other new grants may be available for the fire department in 2022.

Chief Gerren reported that the store and marina had a good financial year of \$617,493. This amount was reduced by \$6,000 for t-shirt sales for the Fire Department which brought the amount to \$611,493. Our portion of these funds amount to \$95,691.99 and RRM has already paid \$88,000 of these funds. The remaining balance will be invoiced later this month. A good financial year considering the smoke closure and evacuation.

Sarah Marx asked the Board regarding the Neighborhood Firewise Program and how to get the community involved. Chief Gerren reported the program is a neighborhood program. The Fire Department is involved by inspection for the Neighborhood Program Certification. More information and links will be posted on the flcsd.org website after speaking with Leona Allen and other Firewise representees.

Director Hart requested Chief Gerren to give a comprehensive synopsis of how he and other Fire Chiefs handled the Caldor Fire. Chief Gerren reported the key points of overall operation and how he and our fire department provided protection service to the Fallen Leaf Lake community during the Caldor Fire.

F. President's Report

President Cathcart wanted to re-iterate appreciation for all the firefighters and work done by the fire department in the wake of the Caldor Fire.

President Cathcart stressed the importance of defensible space and liked the idea of the Neighborhood Firewise Program.

This was a good year considering the pandemic, smoke, and evacuation. The board still has work ahead regarding the RRM contract, the Chief's and General Manager's Contract and other items of importance. If anyone has comments regarding the RRM Contract or any other items, please feel free to email him or Director Hart. President Cathcart, also wanted to thank Jeff Campen regarding his help with pension/financial plans issues as it related to issues at hand. Plus, he will read and review comments in the chat box of this meeting and will do his best to get back with everyone.

G. Concessionaire Report

Tom Melendez, the Concessionaire for the Store and Marina gave the following report. Sales were good considering the events that transpired this year and hope to continue to have good sales trend in the future. The process that is working he will continue to utilize and will change any process that needs to be expanded or reworked will do so accordingly. These changes have been discussed with Chief Gerren, such as kitchen, inventory and produce needs. In addition, a new truck needs to be purchased and two pontoon boats, prior to opening in May 2022. Staffing is priority and more time needs to be allocated to this process. Last year because of the late start, time was against them regarding staffing. Because of the heavy smoke he and his wife left per instructions from owner of RRM and came back after the evacuation was over to reopen. He and his wife enjoy working for the FLLCSD and plan on implementing new equipment and upgrading equipment that is already there, per a list that was given to Chief Gerren and that went to the Board. Some items were installing fans where the coolers were going out. Tom did stress that time is of the essence for this new contract approval prior to March if the Board could consider, because it would give more time to fix, install and purchase some of the new equipment prior to opening.

H. Voting Rights Committee Report / Communications Report

Director Casey reported Senate Bill 96 unfortunately will not go any further at this time. President Cathcart however stressed that they we will be looking at different avenues for the future regarding the hopes to have a 2nd domicile be a residence for voting purposes within the boundaries of the FLLCSD.

I. Boating Safety Report

Director Casey reported the committee has not been able to get the survey out to the community because of circumstances such as fire, etc. The committee is creating a survey to be released soon to gather feedback from the community regarding various revised rules for safety on the lake.

JPA Report

President Cathcart reported the JPA (Joint Powers Agreement) provides and coordinates medical services to the South Lake Tahoe area (CSA3). The JPA's contract with El Dorado County for a long-term agreement has been approved. Also, the new JPA's headquarters building is still being remodeled and should be ready for occupancy soon.

OLD BUSINESS – Discussed above

NEW BUSINESS

A. Marina Launch Ramp Application Process – Resolution 2021-9

Chief Gerren presented Board Resolution 2021-9 for approval to submit application to Cal Parks for a Marina Launch Ramp grant by end of December 2021. Director Malley moved to approve Resolution 2021-9 to get the marina launch ramp application stated and seconded by Director Casey. After a full discussion held motion was passed unanimously.

B. Fringe Benefit Consortium Proposal for Fire Chief and Other Employees

President Cathcart reported that the Board is still working on this subject matter and is currently not ready for a vote at this time. Item will be tabled for the next regular meeting held in March 2022. Part of the Chief and General Manager Contract.

With no other further business, President Cathcart adjourned the meeting at 12:58 am.