

FALLEN LEAF LAKE COMMUNITY SERVICES DISTRICT

DRAFT MINUTES NOT BOARD APPROVED

Saturday, May 27, 2023

Teleconference

10:00 AM

President Cathcart called the meeting to order at 10:07 am

ROLL CALL

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

PLEDGE OF ALLEGIANCE

Chief Gerren led us in the pledge of allegiance.

Public Comments: An Opportunity for Public Comments Regarding Items **Not on** the Agenda. *(Note: Comments Will Be Limited to Two Minutes. Board Members Will Not Respond or Engage in Discussion with Those Making Comments.)*

None

Public Comments: An Opportunity for Public Comments Regarding Items **on** the Agenda. *(Note: Comments Will Be Limited to Two Minutes. Board Members May Respond or Engage in Discussion with Those Making Comments.)*

None – President Cathcart reported that public comments will also be accepted under each item on the agenda.

ADMINISTRATIVE MATTERS

A. Approval of Agenda

President Cathcart requested motion for the approval of the agenda with the following changes.

- Letter from TRPA listed under Item D of Old Business: When Thomas Boos, AIS Prevention Coordinator and Senior Environmental Specialist arrives, we will take this item out of order.
- Item E of New Business, please note Resolution 2023-5 is reflected as Resolution 2022-7 on document and will be changed accordingly to reflect correct resolution number 2023-5.

A motion was made by Director Hart to approve the agenda with changes. Motion seconded by Director Malley. The motion was passed unanimously.

B. Approve Minutes of Regular Meeting March 4, 2023

President Cathcart requested approval of regular meeting minutes for the March 4, 2023. Director Malley motioned to approve minutes March 4, 2023, and seconded by Director Hart. After discussion the motion was passed unanimously.

C. Approve Financial Reports F/Y 2022-23 through May 24, 2023

President Cathcart requested approval of the financials report for fiscal year 2022-23 through May 24, 2023. A discussion was held regarding what the financial reports represent for the board and how they represent a snapshot of the current balances as they relate to the budgetary items of the Administration, Parks and Recreation and the Fire Department. A full discussion was held on the 3 individual financial reports. A separate discussion was held regarding the status of docks in the marina and the final costs to be incurred for these new docks. A motion was made by Director Malley to approve the Administration, Parks and Recreation and the Fire Department for F/Y 2022-23 through May 4, 2023, and seconded by Director Kramer and passed unanimously.

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

Chief Gerren reviewed with the Board his report that was included in the board packet. He reported on the Pre-Position Strike Team for South Lake Tahoe and surrounding areas and explained the purpose of the strike team. During this pre-position an avalanche occurred at Stanford Camp and our firefighters responded to that incident. They also responded to building collapses within the City and Lake Valley Fire Department District areas. The pre-position was approximately a week-long duration and our firefighters did a great job. We are running two ALS shifts and one BLS shift. The defensible space crew have started working around the area and will continue to work around the east and west side this year. If you need slash picked up by the roadside of your house, please contact the station or the office to schedule an appointment to do so. We are working with the US Forest Service on a funding project for next year in the amount of \$200,000 for defensible space fuel reduction. These funds can be used for our labor costs, equipment costs and other cost associated with fuel reduction. We are currently working on grants for the launch ramp. With El Dorado County TOT funds for 2022, we have purchased a new Zoll monitor, 2 UTV's that are in production and should be finished and arriving in June, plus received the final price on the new Type 6. The approximate amount will be \$598,000 that the County will be reimbursing us for 100%. No updates to date from the EDC Water Agency. The annual BBQ will be held July 1, 2023, cardboard races start around 1:30 pm and food will be served around 3:00 pm. Everyone is invited to bring their favorite dish to the table and Steve Malley will be our Boat Judge. The Annual Wine Tasting will be on July 29th at the Fire Station. Potholes along Fallen Leaf Road cannot be fixed until they dry out. A discussion was held regarding the Fiber and Cell Tower. Next meetings will be July 1, 2023, September 2, 2023, and December 2, 2023. Luke our new concessionaire will be giving a report on the Store and Marina. He opened the Store yesterday, and Donnie, who is working for Luke, is running the Marina and they are both doing a great job.

TAKEN OUT OF ORDER

F. Concessionaire Report

Luke Johnston, the new concessionaire for the district reported that yesterday was their opening day. People were mingling and coming into the store and were enjoying the area. Donnie is working at the marina and has been working closely with John Rich to get the docks in, along with the new docks. We have boats in the water and in the slips with about 50% slip renewals from previous year renters. We have a pretty good stock in the store and café. However, finding out some vendors are a little nervous bringing their trucks in along Fallen Leaf Road. We do not have an office in town, like CLM did, so we are reliant on vendors who will work with us and get our items and stock out here. Currently, we are working on a back-up plan because some vendors are not willing to work with us. Working on staffing and being open 7 days a week. Application for Beer and Wine application has been submitted. Director Malley asked about marina waivers getting signed and life jackets, etc. Luke reported that we have 1 rental pontoon boat on site in a slip. Currently working with an insurance company regarding liability insurance and have not been bound as of yet. General Liability Insurance is currently bound, beings there are people on the property. There will be two waivers that will need to be signed to rent a pontoon boat or a kayak. We will provide life jackets for all rental vessels which are coast guard approved. Donnie is very conscientious with safety and is a 100-ton US Coast Guard Certified Captain. He has been in the industry for 40 years. He previously was the Harbor Master out at Tahoe Keys Marina and is very safety conscientious. He is working with his staff and making sure all safety, guidelines and procedures with the marina are gone over and are adhered to at our marina. A handheld radio will be given to renters of the pontoon boat and if they are stranded, they can call, and we will come get them. Currently working with John Rich regarding a rescue boat for the marina. Again, the pontoon boat will not be rented until the personal insurance is acquired and a rescue boat is in the water. CLM left 6 kayaks and we have acquired 6 more double kayaks and 6 single kayaks. The 2 triple kayaks that were left from CLM were not left in great shape and not sure if they will be going out this season. We have 4 stand-up paddle boards and are working on getting some more paddle boards at this time. There will be a wide variety of vessels for rent this season in the next couple of weeks. Director Hart asked about hiring young Fallen Leaf residents and how can that get communicated and if there will be available charge accounts for the residents. Luke responded yes. He explained the procedure for jobs at fallenleaf lodge.com and the charge card accounts they can pick up a form at the Store.

OLD BUSINESS

D. TRPA Letter – Echo Lakes and Fallen Leaf Lake Inspection Protocols

Thomas Boos, AIS Prevention Coordinator and Senior Environmental Specialist from the TRPA reported on the proposed Echo Lakes and Fallen Leaf Lake Inspection Protocols. A thorough review of the letter and the logic behind the letter, including purpose of boat risks as it relates to AIS. A full discussion was held with questions and answers. The Board directed this item be tabled till next regular scheduled meeting in July. No action taken.

BACK TO ADMINISTRATIVE MATTERS

E. President's Report

No report

G. Voting Rights Committee Report

President Cathcart reported to continue this item on the agenda.

H. Boating Safety Report

President Cathcart reported that this item will be addressed under Old Business Item A to replace Mike Casey who is no longer on the Board.

I. JPA Report

Nothing to report.

J. FLL Basin Coalition Report

Ruth Rich reported on an upcoming meeting. The Coalition has brought together a roundtable consisting of several different agencies and had their first meeting about a month ago. Next meeting of this roundtable will be in July. This is not a public meeting. A discussion was held regarding various subject matters, as it relates to bike and hiking trails.

OLD BUSINESS

A. Assign Board of Director Positions

President Cathcart reported the need to fill the positions that are not occupied and leave the rest standing with the director(s) holding the position on the list till next meeting or place it on the agenda at the end of the year. A key vacant position that needs to be filled is Vice-President. President Cathcart proposed that we ask Bruce Hart to fill this position for the rest of this calendar year. The committee that Bruce Hart, Danny Kramer and Mike Casey are on could oversee the Store/Marina and Café through the end of the year. Director Malley motioned to appoint Director Bruce Hart to the position of Vice-President through the duration of year 2023. The motion was seconded by Director G. Calof and passed unanimously.

B. Review CSD Administration and Fire Department Use of CSD Building

Director Hart reported he feels that this item does not need any action at this time. If in the future, the Parks and Recreation needed to charge rent in the future for the offices in the upstairs CSD building they could bring it to the board for review at that time, however for now let it continue as is. No action taken.

C. Review List of Residents that Expressed Interest in the CAAC and to Appoint a Committee for the Community Area Advisory Committee (CAAC)

President Cathcart reported that Director Kramer had put together an Orientation Briefing of the Community Area Advisory Committee and Chief Gerren provided a list of 9 interested residents for the CAAC. Not sure if we need to appoint a CAAC at this meeting for several reasons. What will the scope of this committee oversee; will it be an advisory

or supervision of the CSD and not sure that we need a second Board of Directors. What will the committee do and what will its charter be and how many people will be on it. Director Hart reported that in the original transfer agreement of the property the obligation of this agreement was to establish and to require the CSD to establish an advisory committee (CAAC) for the operation and maintenance of the community acquisition, which would have been the new store/café and marina. It is unclear if the originality of this committee was established to continue for years to come because of the new and complete start-up of the store/ café and marina and was deemed necessary at that time. At present the store/café and marina are well established and a committee of this type would not be as necessary as it was then. A full discussion was held regarding the list of people, and they should decide what their functionality would be at this time, the necessity of this committee, is the original obligation of this committee deemed necessary to oversee the store/café and marina and how will this committee be chartered. Plus, if any resident has any complaints as to the store/café and marina they can email any board member, the General Manager, and speak up under comments not on the agenda at any board meeting or speak to Luke Johnston directly. After discussion President Cathcart reported to put this item on the July agenda for further discussion after the nine people on the list have met and to find out if the committee is legally needed after so many years since the store/café and marina have been established.

D. TRPA Letter – Echo Lakes and Fallen Leaf Lake Inspection Protocols
Taken out of order – Discussed above.

NEW BUSINESS

A. 2023-24 Fire Department Salary Schedule for On-Duty Personnel and OES 2023-24 Salary Schedule

President Cathcart reported there are two Fire Department salary schedules. One for on-duty personnel and the other for the duty personnel who go out on strike teams under our department's OES salary schedule which is attached to Resolution 2023-3. A motion was made by Director Malley to approve both salary schedules for 2023-24. Motion was seconded by Director Hart. Chief Gerren reported that these 2 schedules go along with the next 3 agenda items that are resolutions that were prepared by the district's attorney and is presented to the board annually for their review and approval. After discussion of comparison of salary schedule as to other fire departments was held, motion was passed unanimously.

ITEMS B, C AND D TO BE CONSIDERED AS A CONSENT ITEM

- B. Resolution 2023-1 Identifying the Terms and Conditions for Fire Department Response Away from their Official Duty Station and Assigned to an Emergency Incident**
- C. Resolution 2023-2 Authorizing Overtime and Portal to Portal Pay for Employees Assigned to an Emergency Incident**
- D. Resolution 2023-3 Approving Compensation for Personnel Away from their Official Duty Station and Assigned to an Emergency Incident**

President Cathcart asked for a motion to discuss the 3 Resolutions pertaining to how fire personnel are paid on-duty, strike team and portal to portal pay (Items B, C and D). A motion was made by Director Malley to approve Resolution 2023-1 Identifying the Terms and Conditions for Fire Department Response Away from their Official Duty Station and Assigned to an Emergency Incident, Resolution 2023-2 Authorizing Overtime and Portal to Portal Pay for Employees Assigned to an Emergency Incident and Resolution 2023-3 Approving Compensation for Personnel Away from their Official Duty Station and Assigned to an Emergency Incident. Motion was seconded by Director Hart. Chief Gerren reported that these 3 resolutions were prepared by the district's attorney and is presented to the board annually for their review and approval. After review motion was passed unanimously.

TAKEN OUT OF ORDER

E. Resolution 2023-4 for the 2023-24 Appropriation Limitation (1979 Gann Spending Limit Initiative)

President Cathcart asked Chief Gerren to explain this resolution. Chief Gerren reported this is an annual resolution stipulating the Gann Spending Limitations that we cannot charge or collect more taxes than the amount stipulated on the Appropriation Limitation for 2023-24. The county gives us the percentage we can charge against the previous year limitation. Motion was made by Director Hart to approve Resolution 2023-4 for the 2023-24 Appropriation Limitation (1979 Gann Spending Limit Initiative). The motion was seconded by Director Malley and passed unanimously.

F. Resolution 2023-5 Authorizing the El Dorado County to Collect the Special Tax for 2023-24

President Cathcart reported this is the item he mentioned earlier where the Resolution states 2022-7 and everywhere else states Resolution 2023-5. This correction of the document will be changed accordingly to reflect correct resolution number. President Cathcart went on to report this is the special tax amount that will be levied and collected by the county. A motion was made by Director Malley to approve Resolution 2023-5 Authorizing the El Dorado County to Collect the Special Tax for 2023-24. Motion was seconded by Director Hart. After discussion the motion was passed unanimously.

G. 2023-24 Preliminary Budgets for Administration, Parks and Recreation and Fire Department

President Cathcart reported last item to be discussed is the 2023-24 Preliminary Budgets for Administration, Parks and Recreation and Fire Department. Motion was made by Director Malley to approve 2023-24 Preliminary Budgets for Administration, Parks and Recreation and Fire Department. Motion was seconded by Director Hart. The board went over the preliminary budgets with Chief Gerren and increased the budget line items for each. A thorough discussion was held on each department's preliminary budget (Administration, Parks and Recreation and Fire Department). After discussion the motion was passed unanimously.

With no other business, President Cathcart adjourned the meeting at 12:40 PM.