

**CACHAGUA FIRE PROTECTION DISTRICT**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday September 14, 2022**  
**CACHAGUA FIRE STATION – NASON RD., CARMEL VALLEY**

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The meeting was called to order at 6:05pm.

ROLL CALL: Eli Riddle, Monty Salas-Cordrey, Don Bonsper all present

APPROVAL OF MINUTES: The minutes of the regular meeting of August 10, 2022 were considered. Motion to approve submitted by Salas-Cordrey, seconded by Riddle, motion carried.

ADDITION TO AGENDA: Bonsper spoke with the County Counsel in regards to the handling of money passed between the Association and the District. The appropriate course of action is for the Association to send a letter to the District saying they would like to donate money for a specific expense. The District then decides at a meeting to accept the donation and writes a thank you/acceptance letter back to Association.

#### SCHEDULED ITEMS

#### ACTION AGENDA

Stenvick discussed the timeline for the District meeting minutes and agendas since the board is largely comprised of new members. All agreed on the following: Meeting Minutes will be sent out within one week of the meeting for review. One week prior to the board packet due date the minutes will again be sent out as a refresher along with a reminder to send in agenda items for the next meeting. The board packet will be sent out at least 72 hours prior to the board meeting. Stenvick reviewed what should fall under the Consent Agenda, the Action Agenda and the Staff & Officer Report sections of the meetings.

Discussed the new website's progress and timing. Eli will have another conversation w/ Sydney Hill to confirm her plans to take on the website maintenance. Eli will also ask Marisa to stay on and assist with the website for the interim until all major changes are done and Sydney is ready to go. The website will be added as a recurring agenda item to the District meetings. All changes will be reported/discussed at the monthly board meetings and then shared with the web manager by Heather.

#### STAFF & OFFICER REPORTS

##### TREASURER'S REPORT

Financial Balances as of 9/11/22:

Checking: \$173,609.38

Savings: \$1,000.63

Brokerage: \$300,195.38

Total: \$474,805.39

Claim of former chief is still active. Total spent to date \$59,751. New expenditures for legal.

CalFire RFC 22 Grant approved at lower level of funding. The approved grant is for \$4,335.50. The authorized items for purchase are included in the agreement. We cannot make any purchases until the agreement and

resolution are submitted and accepted by CalFire. Don made a motion to accept the grant; seconded by Monty; motion carried. The resolution, agreement and attestation were signed.

The initial audit meeting took place on September 8th. David Farnworth is the auditor. Attendees included David, April and Chris from the Cal Accounting firm and Don. The meeting lasted a little over two hours and was very productive. After the meeting David and Don made a visit to the fire station. He wanted to see the station and some of the geography we protect. As of this moment, we are fully current in terms of his requests for data. With luck, the preliminary report on the audit will be available within 3 months. David intends to attend a board meeting to brief the preliminary results before preparing the final report.

Annual FASIS survey completed.

Felicia completed the annual reporting for our CSA 74, Measure A funding. This included a report for expenditures during 21/22 and an application for funding for 22//23. Total amount we will receive is \$2500.

VOLUNTEER REPORT: Alyssa McGowan  
August had a total of 7 call responses.

The Saturday drill in August was building ropes rescue skills, particularly in light of the new equipment. The September Saturday drill will be held on October 1.

Purchased CPR mannequin and medical bags.

The Ranch Round Up will be held on September 24-25 and Cachagua Fire will be providing an EMT (or two) for each day and will have a t-shirt sales booth.

An Emergency Medical Responder (EMR) class will be held on November 5-6 for those who do not have current EMT certification.

CHIEF'S REPORT: Jesse Reimer  
Jesse will be purchasing 2 banners for burn season and flyers to tape to mailboxes.

12 New BK king handheld radios have arrived. I have begun assembling them and will be working on programming and installing them in engines.

CalFire dispatch contract is complete for a three-year extension

We attended a Fire Awareness meeting hosted in the Tassajara Rd. neighborhood on 8/27/22. The meeting was well attended by local residents along with representatives from CAL Fire and the USFS. We presented residents with three issues that their community lacks.

- Lack of address and Road marking signs
- Locked gates
- Water storage

Ideally, Cachagua Fire would like to designate a couple of water storage sites in this area where the department could keep full tanks, locked and only for fire use. The community would need to collaborate to pour the pad and purchase and install the tanks.

Additional ropes equipment at the station is at least 5 years out of date and will need to be replaced. Recent purchase replaced about 80% of the equipment but there is still about \$5k worth left to replace. Looking to do a 50/50 split between the Assoc. and District. Jesse made a motion to approve this purchase; Don first; Eli seconded; motion carried. Association will follow the new protocol for making the donation to the district. Don brought up that the district still needs to be reimbursed for the previous ropes purchase. Letter of intent to donate and the funds will be provided to the District.

New hire: Jacob Thomas – brother to existing firefighter and old CV Volunteer Fire experience.

Future of Heavy Equipment Division: CF had a heavy equipment division in the past, Jesse is looking for knowledge about this. Don informed the group thought it was prior to his time but based on his recollection, a group of guys could come in under the auspices of the district which gave them the advantage of getting the work. They would get put at the top of the list. They would bill CF, which in turn would bill Forest Service, and CF got a 10% admin fee off of it. All info is based on word of mouth. Jesse will keep researching for more information and interested in seeing the old contracts to gain a better understanding. A chief in Santa Cruz is trying to set up something official. Jesse wants to watch this and see how it goes. He will be going to CalFire not the Forest Service which is different than in the past.

Status of Officer's Vehicles: In the past we had 2 officer's vehicles and a pick up left sitting for many years. Jesse had an old fixer-upper that he wanted to get rid of after the Carmel Fire. He talked to Jaime who had one from the same year and his was in rough shape as well – he estimated 6-12mo of life left. That's when Jesse came to the board needing a minimum of one reliable vehicle. Jesse presented the idea of buying 2 new vehicles. Under the GSA program using the fleet government rate, 2 vehicles were purchased for \$67k. Jesse estimates 15-20 years left on these vehicles. Better than old CalFire vehicles that had to get replaced all the time. The plan was for Jaime's old SUV to go to Heather. Jaime is the primary responder during the work week because he lives and works in district so it is a priority for him to have a reliable vehicle. However, when the new vehicles arrived, Jaime decided to keep the older vehicle, so the new one went to Heather. On the weekends Heather and Jesse split the responsibility of being primary responder. Jesse has put a \$4k limit on major repairs for the older, 3<sup>rd</sup> vehicle and will monitor. If/when this vehicle gets taken out of service, Jaime would be given the newer vehicle from Heather.

## PUBLIC COMMENT

Cassidy and Carla Johnson came to the board with the request for support/backing in the purchase of an old CalFire engine to keep at their property. They looked into the vehicles that are for sale and found that they are only available to other agencies and not being sold to private parties. After some discussion, it was suggested that the engines may need to be offered to agencies first before being offered to private individuals for sale. The board requested that the Johnsons confirm whether or not this is the case. The board expressed some concern with the support of this kind of purchase, even if not financial, for liability reasons.

The Johnsons suggested that their property is a good site for the department to install water tanks that would be available for fire department use at all times. However, right now the department is looking for the community or a community organization to organize the funding and take initiative on this kind of project. Jesse suggested that the Jamesburg School would be ideal because it is already set up as a 501c3.

The Johnsons shared that they are hoping to hold a Halloween event at Bob's barn at the bottom of Tassajara Rd. They are just waiting for county permit approval. They requested Cachagua Fire volunteers be present and stated they would be donating a portion of the funds raised to the Association. Jesse clarified that they are in

no way trained or insured to provide security but may be available to attend and help. The Johnsons will keep Jesse in the loop after permits are received.

The Johnsons would like to form a FireWise association but they don't have enough local support to become official. Sky Ranch has a FireWise association and Eli would like to attend one of their meetings and see what it is like and what it would take. FireWise is able to apply for grants and they are getting better options for fire insurance.

ADJOURNMENT: The meeting was adjourned at 7:39pm. The next regular meeting will be held on Wednesday, October 9, 2022, 6:00pm at the firehouse in Princes Camp.