

CACHAGUA FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, May 10, 2023
CACHAGUA FIRE STATION – NASON RD., CARMEL VALLEY

The meeting was called to order at 6:04pm.

ROLL CALL: Laura Stenvick present, Eli Riddle present; Monty Salas-Cordrey present.

CONSENT AGENDA

APPROVAL OF MINUTES: The minutes of the regular meeting of April 05, 2023 were considered. Motion to approve submitted by Salas-Cordrey; seconded by Stenvick; motion carried.

ACTION AGENDA

1. Website: A request was made to create a spot for “burn season closed/open”, under the burning tab. Adding a “Thank you” to those who attended the fundraiser. Another change would be to replace the fundraiser ticket purchase with the LE100 Inspections that are scheduled in June; as well as adding the Cal Fire Flyer to clear space and prepare for inspections. There is an option to utilize Knox padlock for those who would like inspections on property without a tenant being present; request for a “Knox” link so those can purchase this.
2. Discuss the Treasurer's role for CFC - ex. Raffle Registration. How can the district help get things on track in this area? There is a deadline for applying each year and file a raffle report for good standing. The fee for each year is \$30.00. Please state that Laura will send all necessary raffle forms and information to Jesse and Alyssa at their request. No further assistance was requested.
3. Cachagua Fire to help Esselen Tribe with prescribed burning this spring on their native land: Eli has reached out to Jana regarding fundraising. There are future possibilities to work together. Ex. Prescribed burns this Spring on the native land; as well as removing invasive species. We need to find out if we have relationships with Esselen and how to move forward for this opportunity. The next step to take is to connect Kevin Dixon with Esselen for approval. Esselen tribe would be responsible for permits. We would need to understand the prescription size of the burn before taking further action. This prescribed burn would be set for August.
4. Cal Fire Grant (Don has started this process for us): Application has been accepted and is currently pending. Heather has been handling the process of the MSA. The confirmation email from CAL Fire states we should see results for the early application in August and states to not purchase any equipment because we may not be reimbursed.
5. Follow-up with the appointment of Laura as the bank contracting officer; signing of bank paperwork and a resolution to appoint Laura: Documents needing signatures will be signed by the end of today's meeting. Brad Larson will be receiving all necessary documents by the next meeting completing this transition.

STAFF & OFFICER REPORTS

TREASURER'S REPORT: Laura Stenvick

Current Account Balances:

- Checking \$266,332.01
- Savings \$1,001.91
- Brokerage \$255,020.95 (up \$1,179.33 since April meeting)
- Total \$ 522,354.87

New Business:

- Update on plan for T-Bills
- Missing credit card receipt for March: American Heart
- Received FY23 Prop 172 4th Qtr distribution from the County \$11,170.53
- UnionBank is becoming US Bank on 6/1/23. There will be some lag time digitally, hoping it goes smoothly.
- Fundraiser Financials Recap:
 - CFPD Ticket Sales \$9,340.00
 - CFPD Expenses \$11,975.89 (may be missing some small receipts, but not much)
 - Loss of \$2,635.89
 - CFC Income:
 - Apparel ?
 - Donations \$2,656
 - Silent Auction \$11,132
 - Raffle \$965
 - Total \$14,753

CACHAGUA VOLUNTEER FIREFIGHTER'S REPORT: Alyssa McGowen

Old Business

- The head lights for engine 7732 have been purchased and will be installed by Donald Sherman.

New Business

- This month our Saturday drill will be held on 5/13 and we will be recertifying our Hazmat. Roughly three of our newer members will have to complete the full sixteen hour class at a later date.
- The preschool has asked us to come and do a "fire drill" sometime this month. The date is still in discussion. Greg, Luke, Yancey, Ian and Jaime will be attending.
- We are beginning to plan a spaghetti dinner on July 15th. Details to come.
- Matt Shae from Bernardus Winery stopped by at our business meeting to talk about a fundraiser they are putting on for Cachagua Fire. The date has not been decided, but all proceeds from all wine sales and brisket sandwiches will be donated to us.

April Calls

Medicals: 1

Commercial fire alarm: 1
Smoke investigation: 1
Structure Fire: 1

CHIEF'S REPORT: Jesse Reimer

- Back yard burn season has been suspended as of April 30. The new website worked well to guide residents to obtain the proper permit, and many utilized the submittal form to notify the department of their burn. Smoke check calls were not a nuisance this year, but much of that could be contributed to the significant amount of rainfall we received, thus calming the nerves of residents. A few adjustments to the system to consider for this year:
 - Setting the burn day notification form to automatically populate to google doc that can be viewed by all personnel.
 - Begin advertising of burn season regulations 1 month ahead of time, as a reminder for residents to obtain a permit.
 - Issue friendly reminders via social media and the website that it is burn season and smoke will be seen coming from controlled burn piles.
- CAL Fire has staffed station 23 as of 5/1. They will have units begin conducting LE100 Property Inspections beginning in June. I recommend we begin posting about upcoming inspections on social media to give residents ample time to prepare their property.
- The purchase of new SCBA cylinders has been placed on hold, after some research and communication with the incoming Chief, we have agreed that we will be better off replacing our cylinders and SCBA units this time. We have more details to iron out before we present a proposal to the board.
- We are in contact with the Monterey County EMS Agency to form a new EMT CE certification program. I plan to have a rough draft of our program by the end of the month. Then we will hold a meeting with the county to make any changes they see fit.
- On behalf of myself and the Association, we would like to extend our gratitude to the board for the outstanding fundraiser you put together. Regardless of the amount of money raised, the event was a major success. We were able to interact with our community and spread awareness for our mission to continue to improve our district. This will give us a launching pad for many other opportunities in the future.

ADDITIONS:

Kevin Dixon attended the meeting via phone.

ADJOURNMENT: The meeting was adjourned at 6:51 pm. The next regular meeting will be held on Thursday, June 15, 2023, 6:00pm at the firehouse in Princes Camp.