



# South Coast Fire Protection District

P.O. Box 334 Gualala, California 95445 (707)884-4700

Minutes from the Regular Meeting on June 16, 2022  
Location: 39215 Church Street, Gualala, California

## 1. Call to Order:

The meeting was called to order by Pete Slunaker at 4:35pm.

## 2. Roll Call:

Present: Chair, Pete Slunaker; Directors Chuckie Sorensen, Kevin Callanan, Rick O'Neil, and Flavia de Oliveira

## 3. Public Expression: 3 – minute limit person, 10 - minute total subject.

None.

## 4. Approval of Minutes form last meeting:

**Flavia de Oliveira motioned to approved the minutes from the last meeting. Rick O'Neil seconded the motion. Ayes: Pete Slunaker, Kevin Callanan, Chuckie Sorensen, Rick O'Neil, Flavia de Oliveira. Nays: 0. The motion passed: 5 ayes, 0 nays.**

## 5. Financial Report:

Jason Warner presented the financial report. In the West America account, we have just over \$520,028. Additionally, there is \$240,262 in the reserve account. The remainder of the taxes will be arriving in August. The TOT tax income should be about \$35,000. That will be the most significant income we will receive until next December or January. Kevin asked when we should expect receiving reimbursements for the use of the dozer on the Owens fire. Jason said that we typically don't see any reimbursements until the end of the calendar year. We have the reserve account and also a \$300,000 line of credit that we set up last year if we run into financial issues while waiting for reimbursements to come in.

Jason met with our new accountants (Patricia Schwindt, CPA) and mentioned that at some point the board needs to set a capitalization threshold so that if we purchase an asset over a predetermined amount that item will become a capitalized expenditure. The accountant said that typically \$25,000 was a typical amount but it was up to our discretion. Jason also said that those expenditures would be Gann exempt.

We also need a motion to update our signature card at West America Bank due to changes in personnel. All individuals listed on the new card will need to go down to the bank to sign the new signature card.

**Rick O'Neil motioned to update our signature card at West America Bank to list only the following individuals: Kevin Callanan, Jason Warner, Flavia de Oliveira, and Chris Dilks. Pete Slunaker seconded the motion. Ayes: Pete Slunaker, Kevin Callanan, Chuckie Sorensen, Rick O'Neil, Flavia de Oliveira. Nays: 0. The motion passed: 5 ayes, 0 nays.**

## 6. Old Business: Discussion / Action on Updates

- a) **Grant Update**—No report at this time.
- b) **AT&T Update**— Kevin received a communication from AT&T stating that they had complied with CPUC regulations regarding notifications about the extended power outages we experienced in Gualala by posting

it on their website. Kevin also spoke with a someone from Representative Jared Huffman's office about the issue and they said that they would investigate it and get back to him. Our preference would be to encourage AT&T to use a NIXEL alert, or some similar communication, so that we could respond to the disruption of our 9-1-1 system if it were to be impacted.

- c) **Budget Update**—the preliminary budget that was approved at the last meeting has been published once so far in the ICO, and will be published in two more editions. If we don't receive any comments from the public that results in any changes to the budget, then we can approve it at the next meeting.

## 7. New Business: Discussion / Action

- a) **Possible County Sales Tax**—A portion of the ½ cent Measure B tax for mental health services that passed five years ago is scheduled to sunset this year. A new measure will be on the ballot to continue that portion of the tax, however re-allocating it to fire agencies (60%), and water agencies (40%). Jason said that he estimates that South Coast FPD would receive about \$130,000 if this ballot measure were to pass this fall. Several board members expressed their support for the measure.
- b) **Auditor**—Larry Bain, CPA, prepared a letter for engagement for us to sign. **A motion to approve Larry Bain, CPA to perform the 2022 audit was presented by Kevin Callanan, and seconded by Chuckie Sorensen. Ayes: Pete Slunaker, Kevin Callanan, Chuckie Sorensen, Rick O'Neil, and Flavia de Oliveira. Nays: 0. The motion passed: 5 ayes, 0 nays.**
- c) **Iversen Apparatus Doors—Repair Maintenance**—Jason received several bids on replacing two of the doors, servicing all four of the doors and purchasing two electric openers. The bids ranged from \$13,000 to over \$20,000. **Rick O'Neil motioned to approve \$13,000 for replacing two doors, installing two commercial electric openers, and servicing all four doors. Kevin Callanan seconded the motion. Ayes: Pete Slunaker, Kevin Callanan, Chuckie Sorensen, Rick O'Neil, and Flavia de Oliveira. Nays: 0. The motion passed: 5 ayes, 0 nays.**
- d) **TOT Tax Agreement**—The district should receive approximately \$35,000 from the TOT tax agreement. Jason asked Kevin or Pete to sign the agreement. Kevin said he would sign it.
- e) **Insurance**—Jason said that our insurance through FAIRA and FASIS has gone up over 200% in the last couple of years. He has been talking to Golden State Risk Management Authority and the estimate he received is \$87,000 for the 2022 – 2023 year. He also spoke with a representative from FAIRA who said that their costs will go up about 40% next year from the \$78,000 that we paid them last year. Golden State also has some advantages over FAIRA. Golden State's rate would be locked in for three years. They offer a 50-million dollar policy versus FAIRA's 10-million dollar policy, they cover on-line training platforms that we utilize which FAIRA doesn't pick up (which costs us about \$3,000 per year), and they don't lock you in for two years if you decide that you want to terminate your policy after their imposed deadline. FAIRA won't give us a quote until after their deadline passes, so we would be locked in for two additional years and responsible for any increases they announce during that time period. Jason said that he wanted to review the email that he had just received from Golden State but was unable to open at this time.  
Since FAIRA's deadline is July 1<sup>st</sup>, which is well before the next meeting, the board decided to allow Jason to have the authority to decide which insurance company would be more financially beneficial and offer the best service for our department. **Rick O'Neil motioned to allow Jason Warner to make the decision on which insurance company would be the most practical choice for our fire department. Chuckie Sorensen seconded the motion. Ayes: Pete Slunaker, Kevin Callanan, Chuckie Sorensen, Rick O'Neil, and Flavia de Oliveira. Nays: 0. The motion passed: 5 ayes, 0 nays.**
- f) **Strategic Planning**—Jason invited any board members who may be interested in participating in strategic planning for the fire department.

## 8. Chief's Report:

- Burn ban is in effect since June 13<sup>th</sup>.
- Call volume is status quo.
- The Owens fire burned a total of 36 acres but could have been much worse. The department's dozer, which had just been put into service was instrumental in stopping that fire.

**9. Directors Comments:**

Pete Slunaker said that he felt that Jason was putting in a tremendous amount of work and proposed giving him a raise of \$10,000. All the board members felt that a raise was an appropriate way to recognize Jason's many accomplishments, leadership, and dedication to the department. Salary discussion for the Chief will be an agenda item at the next regular meeting.

Pete also announced that he would not be attending the next meeting.

**10. Closed Session: Gann Update**

No action taken during closed session.

**11. Open Session after Closed Session:**

The meeting was re-opened and adjourned.

**12. Adjournment:** The meeting was adjourned at 5:46pm. Next Meeting is on July 21, 2022