

# MINUTES

September 13, 2011

**BOARD OF DIRECTORS – Garden Valley Fire Protection District  
Regular Meeting**

Location: 4860 Marshall Road – Garden Valley, CA 95633 – Training Room

Directors, Dave Souza, Karen Smith, Frank Clark and Chairman Richard Smith are present. Director Rick Nelson is absent. Also present are Chief Dekker, and Board Clerk, Ms. Jo Cleaver. District Accountant Christine Havens is on a fire assignment. Also in attendance are Assistant Chief Linda Szczepanik, Captain Jeff Burch, and Engineer/Paramedic Clyde Rust. Mikayla Johnson from the Georgetown Gazette arrives late.

...indicates pauses or interruptions

The meeting gets underway at 9:38AM.

**1.0** – Director Karen Smith makes the motion to adopt the agenda and Director Frank Clark the motion. Motion passes.

**2.0** – There are no guests present when Chairman Smith surveys the room. Ms. Johnson from the Georgetown Gazette arrives later and introduces herself.

**3.0** – **OLD BUSINESS:** None

**4.0** – **NEW BUSINESS:**

**4.1** – In the absence of Christina Havens/District Accountant, Chief Dekker reports the Financials and gives an explanation for the Transfer of Development Impact Fees. Chief Dekker requests a special meeting for approving the final budget on Tuesday, September 27, at 9:30AM (Single Agenda Item). Financials are attached to these minutes. It is unanimous to pay the Nossamen bill with a motion from Director Karen Smith and seconded by Director Frank Clark. Captain Jeff Burch would like to request future explanations for payments to attorneys. Director Karen Smith reminds the Captain in some cases this may not be possible due to client/attorney privilege.

**4.1a** – A roll call vote is taken and Resolution 2011-2 passes with the following vote. Directors Karen Smith, Frank Clark, Dave Souza, and Chairman Richard Smith all vote yes. Director Rick Nelson is absent. Resolution 2011-2 is attached to these minutes.

**4.2** – Minutes of August 9<sup>th</sup>, 2011 Director Dave Souza makes the motion to approve the minutes and Director Karen Smith seconds the motion. Motion passes

**5.0** – **CHIEFS REPORT:** No Report

**6.0 – IN PROCESSING:**

**6.1 – Consolidation:** Chief Dekker informs the board that Rick Todd, Adhoc Committee Chairman, will address the board(s) next meeting regarding this agenda item.

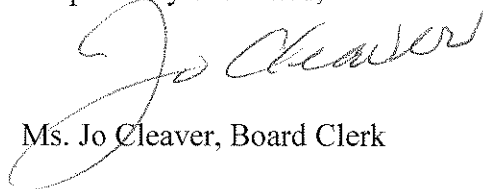
**6.2 – Water Tender:** Discussed during 4.1a

**6.3 – Policy Manual Review:** Chief had sent via email a proposal from Gordon Graham (Group) with a Standard Operating Procedure service. “Anytime we do any change to our SOP it must go to legal review. We just don’t have the money for such a service.” Copy attached.

**7.0 – BOARD MEMBER OPEN FORUM:** Nothing is discussed.

**8.0 – ADJOURNMENT:** Director Karen Smith calls for the adjournment and Director Frank Clark makes seconds the motion. The vote is unanimous. Meeting ends at 10:15AM

Respectfully submitted,



Ms. Jo Cleaver, Board Clerk

Date: October 11, 2011

# MINUTES

Tuesday, September 27<sup>th</sup>, 2011

**BOARD OF DIRECTORS – Garden Valley Fire Protection District  
Special Meeting**

Location: 4860 Marshall Road – Garden Valley, CA 95633 – Training Room

Directors, Dave Souza, Rick Nelson, Karen Smith, Frank Clark and Chairman Richard Smith are present. Also present are Chief Dekker, and District Accountant Christina Havens and Board Clerk, Ms. Jo Cleaver.

...indicates pauses or interruptions

The meeting gets underway at 9:31AM.

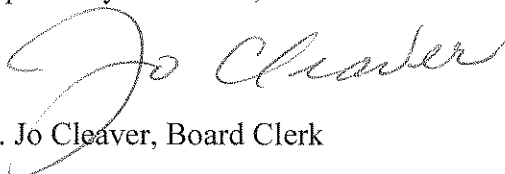
## 1.0 – Budget Session: Christina Havens and Chief Dekker

Proposed Final Budget is attached for 2011/2012 Discussion prevailed after the presentation of the budget. Chief Dekker addresses the board "...this is the first year I've ever had to go into the negative. We are looking at survival right now. Revenues are down...basically what we have prepared is what it is, at this time. This is the best we can do. I'm very concerned about next year. Hard decisions are going to be made this year. After the Board of Supervisors approves their budget we will be meeting with them again."

District Accountant Christina Havens speaks to the revenue accumulated by the All Risk Teams at approximately \$110,000. We may reach a negative balance before we receive our property taxes which should be here in December. Chief, "hope for the best, expect the worst." Chairman Smith: Have we received any more about the proposed buyout? Havens: We have received no direction from any committees regarding changes in personnel. K Smith: We're going to have to do some fundraisers. R. Nelson: What kind of exposure are we going to have by reducing our vehicle maintenance, by fifty percent? Havens: All of the accounts that were reduced to at least cover what we spent in 2010/2011. So as long as we don't have any excessive expenditures higher than those in 10/11 we should be ok. There is no cushion. Chief: There is a contingency (\$50,000) fund. Havens: This budget also includes the \$35,000 gain from the sale of the existing water tender, after we receive our new water tender. This was another thing used to balance this budget. If we receive less than that we will have to cut elsewhere. F. Clark: Are we still going to have the academy training? Chief: We'll be moving training in-house, with our staff. They are all qualified. Chief: I would ask that you approve this today and revisit this budget again in January of 2011. I do anticipate some issues. K. Smith makes the motion to accept this budget and Director Clark seconds the motion... passes unanimously.

**2.0 – ADJOURNMENT:** Director Frank Clark makes the motion to adjourn; Director Karen Smith seconds the motion. The vote is unanimous. Meeting ends at 9:51 AM

Respectfully submitted,



Ms. Jo Cleaver, Board Clerk

Date: October 11, 2011