

EL DORADO HILLS COUNTY WATER DISTRICT

SEVEN HUNDRED TWENTY SECOND MEETING OF THE BOARD OF DIRECTORS

Thursday, March 19, 2015

6:00 p.m.

District Office, 1050 Wilson Boulevard, El Dorado Hills, CA 95762

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Winn called the meeting to order at 6:00 p.m. and Chief Roberts led the Pledge of Allegiance. Directors in attendance: Hartley, Hidahl, Hus and Winn were in attendance. (Director Durante was absent.) Staff in attendance: Chief Roberts and Chief Financial Officer Bair. Counsel Cook was also in attendance.

II. PRESENTATION

A. **Station 91 update – Captains Tom Anselmo and Brian Bresnahan** - Captain Bresnahan introduced himself as the new Captain at Station 91 replacing Captain Nelson. Captain Anselmo introduced Station 91 Firefighters Mark Jukes and Matt Colgan and gave a summary of recent calls, training, and apparatus.

III. CONSENT CALENDAR

- A. **Approve minutes of the 720th meeting held February 19, 2015 and the 721st meeting held March 11, 2015 (a special meeting)**
- B. **Approve Financial Statements for February 2015**
- C. **Ratify seventh payment to S W Allen Construction Inc. or Station 84 in the amount of \$239,083**

Director Hidahl made a motion to approve the consent calendar, seconded by Director Hartley and unanimously carried.

IV. ORAL COMMUNICATIONS

- A. **EDH Professional Firefighters** - None
- B. **EDH Firefighters Association** - None
- C. **EDH Volunteer Firefighters** - None
- D. **Latrobe Advisory Committee** - None
- E. **Public Comment** - Neal Mclens, El Dorado Hills resident, said that he had comments that he would defer to later on the agenda regarding the Brown Act.

V. **CORRESPONDENCE** – None. Chief Roberts stated that the El Dorado County Building Department approved the extension of the special use permit for the El Dorado Hills Fire Training Center through May 7, 2017.

VI. **ATTORNEY ITEMS** – Counsel Cook addressed the concerns raised by Mr. Mclens at the last Board meeting regarding the Brown Act and the past posting of various

discussions in Closed Session. He stated that as the District's legal counsel, he is the gatekeeper to ensure that the Brown Act is appropriately upheld. He stated that the District more than meets the Brown Act requirements and gave explanation as to the reasoning used when noticing topics for Closed and Open Sessions. Counsel Cook also offered to meet with Mr. McLens for further clarification.

VII. COMMITTEE REPORTS

A. Administrative Committee (Directors Winn and Hidahl)

1. **Review and update construction progress of Station 84** – Director Hidahl reported that the committee met, construction is on schedule, and change orders are being kept to a minimum. The next meeting will be on April 7 at 4:00 p.m.

B. Fire Committee (Directors Durante and Winn)

1. **Report on Fire Committee meeting** – Director Hus reported that the committee held a mid-year review of the financial statements and will be making a recommendation that the Board authorize a transfer of money from the reserve funds for fixed asset expenditures and capital improvements at Station 84. He also said that the committee is recommending that Staff prepare a separate "best efforts" quarterly financial statement for Latrobe until such time as it is deemed no longer necessary. He also reported that Staff has engaged Economic & Planning Systems (EPS) to review and prepare a development fees analysis which will be presented at the April Board meeting. Director Hus added that an RFP for a Capital Improvement Plan will soon be released. Counsel Cook said that he anticipates receipt of a letter from El Dorado County asking all agencies for additional information relative to development fees. Director Hus said that the committee discussed Unfunded Pension Liabilities and the associated GASB responsibilities and will be looking at the reserve policy in the future.

Director Hus made a motion to direct Staff to account for the Latrobe annexation by providing quarterly financial statements using best efforts and material capturing costs associated with the Latrobe annexation, seconded by Director Hidahl, and unanimously carried after public comment.

Public comment was taken by citizens Richard Ross and Darwin Throne regarding providing quarterly financial statements for Latrobe.

C. Ad Hoc Committee Reports

1. Report from Regional Operations Committee (Director Hartley and Winn)

- a. Rescue Fire Protection District - Director Hidahl said that the committee did not meet.
- b. Garden Valley Fire Protection District - Director Hidahl said that a letter had been received from Garden Valley expressing interest in a contract for shared services. Director Hidahl suggested that Garden Valley FPD might be interested in attending the upcoming meeting with Rescue FPD to observe the process. Director Spaugh of Garden Valley addressed the Board saying that he would be interested in attending that meeting and having further discussions. Chief Roberts will prepare a formal response to the letter in support of discussions.
- c. Diamond Springs/El Dorado Fire Protection District - Chief Roberts said that the Chief also approached him with a request to open discussions again regarding a contract for shared services. Director Hidahl asked that Chief Roberts request a letter of interest from their Board.

Director Hus commented that he was in support of taking a look at shared services with other agencies but not moving forward with any additional annexations.

2. Committee Report from the Commission for Collaborative Fire Departments (Directors Hidahl and Hus) – No meeting.

3. Report from Solar Committee (Directors Hidahl and Hus) - Director Hidahl reported that the Request for Proposal was released and site reviews were held for interested contractors. The proposals are due on March 27 after which an evaluation will be done with a recommendation to be made at the April Board meeting. Chief Roberts added that the consultant, Mr. Shankar, has completed Phase 1 of the project.

4. Report from Communications Committee (Directors Durante and Winn) - President Winn said that a tentative date of April 24 has been set to meet with the Emergency Command Center (ECC).

5. Report from Volunteer Stakeholders Committee (Directors Hidahl and Durante) - Director Hidahl reported that it was necessary to defer the scheduled meeting.

6. **Report from Training Facility Committee** (Directors Hartley and Durante) – Director Hartley stated that the County has extended the special use permit for two years through May 7, 2017.

A public comment by Darwin Throne commented that Roseville Fire Department had a Training Facility worth taking a look at and Chief Roberts responded that it has been utilized several times; however, Staff is working on a plan to provide day-to-day training locally.

7. **Human Resources Committee (Directors Winn and Durante)** – No meeting.

8. **Chief Financial Officer Recruitment Committee** (Directors Hus and Hidahl) – Director Hidahl reported that the committee has revised the job flyer with a title change to Director of Finance and a salary range of \$85,000 - \$120,000 depending on qualifications. Chief Roberts presented a schedule of optional timelines and recommended a posting date of March 20, with a final filing date of April 13 and an approximate start date of June 15.

Public comment was made by Neal Mclens and Ray Meyers commending the CFO Recruitment Committee on their efforts.

Director Hidahl made a motion to follow Staff's recommendation of posting the Director of Finance position on March 20 with a final filing date of April 13 and an approximate start date of June 15, seconded by Director Hartley and unanimously carried.

Director Hus added that he would like the Board to be able to talk with the top two potential candidates and have input to the start date. Counsel Cook stated that Counsel Sheston would be the appropriate legal counsel to address this personnel matter.

VIII. OPERATIONS REPORT

- A. **Operations Report** – Received and filed.
- B. **Review and update regarding Joint Powers Authority** – Director Hus summarized several highlights stating CalFire is addressing the drought situation by planning a surge of Wildfire Public Safety Announcements and adding additional apparatus. In addition, a Wildfire Community Preparedness Day is scheduled for May 2 in the Pollock Pines area. PGE made a presentation to educate agencies on their transmission lines. Chief Roberts said that reluctantly, the JPA passed the Budget but because it was deficit, it was rejected by the County. The GEMT money continues to be held by the County.

IX. FISCAL ITEMS

- A. Receive and file Balance Sheet transfer to El Dorado Hills County Water District** – Received and filed. CFO Bair stated that the Latrobe audit was conducted by the auditors. The committee has reviewed the balance sheet and recommends that the Board receive and file.
- B. Receive and file the Latrobe Fire Protection District Audit dated June 30, 2014** – Received and filed.
- C. Receive and file the Latrobe Fire Protection District Audit dated November 24, 2014 (Short audit period pre-annexation)** – Received and filed.

X. NEW BUSINESS

- A. Legislation regarding the elimination of the CalFire fee** – Director Hus encouraged the Board to again write letters to the Governor and CalFire in support of a new bill to repeal the CalFire fee. Chief Roberts said that the bill may be in a preliminary stage. He also stated that residents are again receiving SRA bills and that the website has been updated with information as to how to protest these fees.

XI. OLD BUSINESS - None

XII. CLOSED SESSION ITEMS

- A. Closed Session: Pursuant to Government Code Sections 54957 and 54957.6: Public Employee employment/appoint issues, Chief Financial Officer/Board Secretary position** – Counsel Cook stated that item was not necessary.
- B. Closed Session: Pursuant to Government Code Section 54957; Public Employee Performance Evaluation; Title: Chief**

The meeting adjourned to Closed Session at 7:55 p.m. to discuss Item XII-B.

The meeting reconvened at 8:14 p.m. Vice President Hidahl reported that regarding Closed Session Item XII-B, no action was taken. At the Board's request, the Chief provided two additional goals. The Board has aligned each major activity with a specific Board committee which will be able to provide performance evaluation. He added that the Board also discussed the Chief's employment agreement.

Director Hidahl made a motion to authorize the employment agreement developed with Counsel's assistance and discussed with Chief Roberts previously for a 12 month period of April 1, 2015 – March 31, 2016, seconded by Director Hartley and unanimously carried.

XIII. ORAL COMMUNICATIONS

- A. Directors** – Director Hartley commented that the Board of Supervisors meeting that was recently held in the Department’s classroom was very successful but said it was difficult for many in the audience to hear. Discussion was held as to how best amplification could be provided in the classroom. Chief Roberts will look into the options. Director Hidahl invited the Board, Department and community to the annual Lakehills Fire Safe Council’s Wildfire Preparedness Day on May 17 from 3:00 – 6:00 p.m. at the Lake Forest Park. Director Hidahl asked if a committee had been put together to review the Solar proposals and the Board referred that to committee.
- B. Staff** – Chief Roberts complimented Staff on the Annual Report and will put the topic on the next Board meeting agenda for any questions that the Board may have after review. Chief Roberts announced that El Dorado Hills Fire Department will host an “Emotional Survival” seminar for emergency personnel and their spouses taught by a well-known speaker, Dr. Gilmartin, on April 4 and encouraged all to attend.

XIV. ADJOURNMENT

Director Hartley made a motion to adjourn the meeting, seconded by Director Hus and unanimously carried.

The meeting adjourned at 8:30 p.m.

Approved:

Barbara Winn, President

Connie Bair, Board Secretary