



# PENRYN FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

## MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Shields, Directors Heimlich and Verdugo

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### MINUTES OF THE REGULAR MEETING February 17, 2025

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 pm.

Directors in attendance: Cheryl Hotaling, Danielle Hardesty, Diego Heimlich, and Robert Verdugo.

Directors absent: Larry Shields

Staff in attendance: Fire Chief Gow, Fire Marshal D'Ambrogi, District Manager Armstrong, Battalion Chief Nelson and Battalion Chief Williamson.

2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Vice-Chair Hardesty moved to approve the agenda. Director Heimlich seconded the motion that passed unanimously.
4. **Approval of Minutes:** Director Heimlich moved to approve the minutes for the meeting on January 20, 2025. Vice-Chair Hardesty seconded the motion that passed unanimously.
5. **Financial Report & Bill Approval:** Vice-Chair Hardesty moved to approve the financial report and expenses. Director Heimlich seconded the motion that passed unanimously.
6. **Correspondence:** N/A
7. **Public Comment:** Tim Monroe, with the Fire Safe Council, shared that they have established a protocol with Union Pacific Railroad regarding abatement.
8. **Informational/Non-Action Items:**

**A. Nevada County Professional Firefighters, Local 3800 (Local 3800):** N/A

**B. Fire Chief Gow's Report:**

1. MSR is not on the next LAFCO meeting agenda, anticipate it being scheduled for the March 12<sup>th</sup> meeting.
2. Making progress on the reorganization for Placer Hills and Newcastle Fire Districts. LAFCO hired a financial consultant to provide an independent review of the budgets. Starting the tax negotiation step of the process. Expressed appreciation for the support of Penryn Fire.
3. A director's group meeting has been scheduled for next week, organized by South Placer. Anticipate a discussion about potential cooperation's and funding.
4. South Placer has been paid for their surplussed SCBA's and we have finished ordering the remaining items to finish up the project.
5. Newcastle will decide on funding a fuel vault at their next board meeting. Penryn will have access to use the vault, which will create a cost savings on diesel. An update should be provided next month.
6. Narrowed down the selection on new medical evaluation providers.

**Fire Marshal D'Ambrogi's Report:**

1. Shared a report on development for the Penryn Fire District.
  - a. Shows a downward trend for development, created by increase of housing costs, cost to build and interest rates. Shows a 65% reduction since 2022.
  - b. Propane inspections dipped down a little bit however it has been increasing due to generator installations.
  - c. A few assembly permits are for large scale events, permit helps inform our personnel. A fee of \$125 is charged only if the event is for someone that is from outside the district.

- d. Will serve letters are for predevelopment, for a project application, it's a requirement to complete their application. There have been 8 for the Penryn Fire District over the last 3 years.
- e. There have been 6 commercial projects since 2022, 2 in progress and 4 finished.
- f. Provided a list of projects and their status, several are in progress or planning. 60% of what we do is for variances, which are not included on the report.

**Battalion Chief Nelson report:**

- 1. Activity is normal, no significant issues to speak of.
- 2. Brush 38 has been into the shop for service, Engine 38 to follow.

**Battalion Chief Williamson: No report**

**C. Director Committee Reports**

- 1. **Personnel Committee:** Chair Hotaling reported that the committee met with the labor negotiation team.
- 2. **Administrative Contract & Finance Oversight Committee:** Vice-Chair Hardesty reported that the committee has not held a meeting.
- 3. **Ad hoc committee for future cooperation with other fire departments.** Vice-Chair Hardesty reported that they will be attending the directors meeting on February 26th

**D. Update on Hope Way Project**

**Public Comment:**

David Unruhe, with the Placer Buddhist Church, reported that they were surprised to learn that the project shows an easement across their property. Hosting a town hall meeting on March 13<sup>th</sup> at 6:30pm at the Placer Buddhist Church.

Brian Myers shared that they have formed a group called Placer Citizens for Neighborhood Rights, 10 people are steering the committee regarding their concerns for the Hope Way apartments project. The project is on 10 acres, with a proposed 240 apartments and 12 3-story buildings. It's being built by USA properties for low income individuals and has to remain as affordable housing for 55 years. The county had a shortfall in low income/affordable housing and this piece of property was found as an open parcel. Our group has been attending the board of supervisors meetings for 2 years but want you all to be aware of the impact this will have on Penryn. A traffic study was completed and it didn't include all of the details it needed, for example school wasn't in session. Shared that the impact on the fire district is huge, hope for your support in fighting this.

Patty Neifer shared that the project will not be paying property taxes or bonds, because it's a non-profit. Did a deep dive on what the income would be and being told by other complexes, run by USA properties, that the county gets no tax revenue. Received information on the type of calls for similar complexes. The number of calls that require sheriff and fire are astounding. Looking for ways to mitigate this, like 24 hour security.

Fire Marshal D'Ambrogi provided an update on the project.

Hope Way Project is still in the planning phase with Placer County, they did send out a report on the traffic study. In May of 2023 the fire district issued a will serve letter, as is standard procedure for a government agency that falls within the district. Along with the will serve letter our standard conditions were also submitted which prompted a meeting with USA properties where the conditions were reviewed. Had another meeting in November 2024 with their project manager, discussed with her the fees that they need to pay. Reviewed mitigation and assessment fees, as they are both applicable. Confirmed that property taxes are not paid on these types of projects. The project may change as it goes through the

approval process with the county. Regarding the access, have not been made aware of it as of yet. The company was informed that 2 access points are required.

Brian Myers asked at what stage does the man power and equipment become an issue that you can lobby for.

Fire Marshal D'Ambrogi responded that we have to analyze what the project will be, once completed, and what our capabilities are. While a ladder truck may be helpful we would need to have a space to store the truck and have proper staffing.

**E. Update on replacement of the Brush Engine**

Chief Gow requested that we push this item off for a month or two as we are looking into the possibility of refurbishing the current brush, as requested by the board, and are still waiting on quote responses.

**9. Action Items**

**A. Public hearing to review and approve Resolution 2025-02 Adopting an annual fee report and capital improvement plan to update the fire facilities impact and mitigation fee schedule**

Fire Marshal D'Ambrogi reported that this was an update from the report provided 2 months ago, the county requested that we make a language adjustment.

**Public Hearing Opened at 7:10pm**

No public comment

**Public Hearing Closed at 7:11pm**

Motion made by Vice-Chair Hardesty to approve Resolution 2025-02 Adopting an annual fee report and capital improvement plan to update the fire facilities impact and mitigation fee schedule. Director Verdugo seconded the motion, the motion passed unanimously.

**B. Consider and vote for a Special District Representative for Placer County Local Agency Formation Commission**

Chief Gow reported that there is a special districts seat open for Placer County Local Agency Formation Commission. No one at Penryn Fire Protection District was interested in running for the position, the board discussed voting after nominations were made.

Chair Hotaling made a motion to not nominate a candidate. Vice-Chair Hardesty seconded the motion, the motion passed unanimously.

**C. Consider and approve the audit for Fiscal Year 2023-2024, prepared by Smith & Newell CPA's**

Motion made by Vice-Chair Hardesty to approve the Fiscal Year 2023-2024 audit. Director Heimlich seconded the motion, the motion passed unanimously.

**D. Consider and adopt Resolution 2025-03 approving a funds transfer of \$339,877.49 from mitigation assigned fund balance to mitigation fiduciary net position**

Vice-Chair Hardesty reported that 2 months ago the board approved a resolution to transfer funds from Mitigation to General Operating but they were pulled from the open funds and left the encumbered/restricted funds. This resolution corrects where they pulled funds from.

Motion made by Vice-Chair Hardesty to adopt 2025-05 approving a funds transfer of \$339,877.49 from mitigation assigned fund balance to mitigation fiduciary net position. Director Verdugo seconded the motion, the motion passed unanimously.

The public meeting was adjourned and the Board went into Closed Session at 7:18pm

**E. Closed Session: Pursuant to California Govt. Code § 54957.6(a) LABOR NEGOTIATIONS;  
Discussion of the Memorandum of Understanding with Local 3800, District negotiators:  
Hotaling and Hardesty**

The open meeting was reconvened at 7:44pm. Chair Hotaling reported that no action was taken in closed session.

**The meeting was adjourned at 7:45pm.**

**Next Board Meeting: Monday, March 17, 2025 6:30 PM - 8:00 PM (PST)**

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michelle Armstrong".

District Manager