



# PENRYN FIRE PROTECTION DISTRICT

## NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

**Monday, October 16, 2023**

**Fire Station 38, 7206 Church Street, Penryn, CA 95663**

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact [glofrano@placerhillsfire.org](mailto:glofrano@placerhillsfire.org) at least twenty-four (24) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

### **MEETING AGENDA @ 6:30 P.M.**

1. **CALL MEETING TO ORDER / ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES:** September 18, 2023 Meeting Minutes
5. **FINANCIAL REPORT & BILL APPROVAL**
6. **CORRESPONDENCE**
7. **PUBLIC COMMENT**

(The Penryn Fire Protection District Board of Directors has provided this period for members of the public to be given the opportunity to address the board on items of interest to the public, which are applicable to the district. No action may be taken on any matter, which is not already on the agenda for consideration. The reasonable time frame for public comment will be limited to three (3) minutes per person, unless specifically authorized otherwise by the Chair.)

8. **INFORMATIONAL / NON-ACTION ITEMS:**
  - A. Nevada County Professional Firefighters, Local 3800 Report
  - B. Administrative Staff Monthly Reports:
    - 1) Fire Chief Gow
    - 2) Fire Marshal D'Ambrogi
    - 3) Battalion Chiefs Nelson, Slusher and Williamson
  - C. Director Committee Reports
    - 1) Personnel Committee
    - 2) Finance and Administrative Contract Oversight
    - 3) Ad hoc Committee for future cooperation with other fire departments: On hold
    - 4) Ad hoc Committee for the 100 year anniversary celebrations

### **ACTION ITEMS**

- A. Consider and approve the Appropriations (GANN) Limit of \$1,778,418.62 for Fiscal Year 2023/2024 prepared by the Placer County Auditor Controller.
- B. 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.  
Reconvene and report any action taken in closed session.

### 9. **MEETING ADJOURNMENT**

**Next meeting:** Monday, November 20, 2023 6:30 PM - 8:00 PM (PST)



# PENRYN FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

## MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Mahoney, Directors Neifer and Shields

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### MINUTES OF THE REGULAR MEETING September 18, 2023

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

Directors in attendance: Danielle Hardesty, Cheryl Hotaling, Susan Mahoney, Randy Neifer and Larry Shields. Absent: None.

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

2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Director Neifer moved to approve the agenda as posted. Director Hardesty seconds the motion that passed unanimously.
4. **Approval of Minutes:** The minutes were amended to reflect that Director Mahoney was absent from the meeting. Director Neifer moved to approve the amended minutes for the meeting on August 21, 2023. Director Hardesty seconds the motion. Motion passed 4 to 0. Director Mahoney abstained.
5. **Financial Report & Bill Approval:** Director Neifer moved to approve the financial report and expenses. Director Mahoney seconds the motion that passed unanimously.
6. **Correspondence:** None.
7. **Public Comment:** None
8. **Informational/Non-Action Items:**

**A. Nevada County Professional Firefighters, Local 3800 (Local 3800):** Captain Gordon reported that Local 3800 made over \$10,000 at the soda booth at the Nevada County Fair.

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

1. Brush 38 was out on a strike team for 16 days.
2. Staff are working on specifications for a new Brush rig. They are discussing selling the old Brush rig.
3. Several neighboring agencies assisted with a very large debris fire. We will be reimbursed by the owner's insurance.
4. We should be meeting with the Consultant for the Municipal Services Review in the next couple of weeks.
5. Chief Gow met with the Supervisors and their staff to discuss financial issues.
6. There are 9 applicants for the District Manager position. Interviews are scheduled for October 2, 2023.
7. Placer Hills received the new Rescue truck. The candidate declined the vacant engineer's position. There are a couple of paramedic applicants for the re-posted job announcement. It is getting increasingly more difficult to hire paramedics. We need to be competitive with our pay and benefits. Rocklin is going to hire medics and pay for them to go through the fire academy. Sierra College has agreed to start a

paramedic course which will be set up for fire personnel on shift work. In the past, Placer Hills did put employees through paramedic school in return for several years of service.

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

1. Fire code inspections: 1 single family dwelling plans, 1 hydro, 1 commercial underground water supply and 1 assembly permit for a SFD annual event. The winery made parking for the event.
2. The winery is moving forward with the agricultural building, shop and water supply. They are good to work with. They are also improving the parking at the Rinky Dink building that they are turning into a tasting room.
3. Penryn's subsidized housing will be putting in an application in the next 45 days.
4. Chief D'Ambrogi discussed a "zone of benefit" which could provide additional funding from a specific area.

**D. Battalion Chief Nelson's Report:**

1. Captain Lippold is still working in the shop. He has dramatically reduced the time that our apparatus is out of service.
2. Brush 38 goes into the shop tomorrow for a service after the strike team deployment.
3. It will take 2 months to get the new Placer Hills Rescue Truck in service.
4. Chief Nelson handed out the training hours and calls of service reports.

**E. Director Committee Reports**

1. **Personnel Committee:** Chair Hotaling reported that the committee met with the negotiating team. This will be discussed in Closed Session.
2. **Administrative Contract & Finance Oversight Committee:** The Finance committee met and discussed the final budget.
3. **Ad hoc committee for the 100 year anniversary celebrations:** Director Neifer reported that he is working on a flow chart of duties. The scouts are interested in assisting with parking control. The scouts may be interested in assisting with hydrant painting.

**9. Action Items**

**A. Approve to surplus the 2012 Chevy Tahoe:**

Staff suggested that the Chevy Tahoe was worth \$10,000 to \$12,000. Director Neifer moved to surplus the 2012 Chevy Tahoe. Director Shields seconds the motion that passed unanimously.

**B. Adopt Resolution No. 2023-08 approving the final budget for Fiscal Year 2023-2024.**

Chair Hotaling appreciated the information given by the Finance Committee. The Final Budget does not include any changes to the salaries. A line item for equipment replacement will be considered after the MOU has been signed. Director Neifer moved to adopt Resolution No. 2023-08 approving the final budget for Fiscal Year 2023-2024. Director Hardesty seconds the motion that passed unanimously.

The open meeting was adjourned at 7:12 pm. and the Board went into closed session.

**C. 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 7:58 pm. Chair Hotaling reported that no action was taken in closed session.

**The meeting was adjourned at 8:00 pm.**

**Next Board Meeting: Monday, September 18, 2023 6:30 PM - 8:00 PM (PST)**

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Joe Rof", with a long horizontal flourish extending to the right.

District Manager

**Penryn Fire General  
Check Detail  
September 16 through October 10, 2023**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
	<b>09/19/2023</b>	<b>AT&amp;T Mobility</b>		<b>General Operating Funds</b>	
82623	09/19/2023			52040 Communication Services	-160.96
TOTAL					-160.96
	<b>09/19/2023</b>	<b>Danielle Hardesty</b>		<b>General Operating Funds</b>	
91823-3	09/19/2023			52580 Commision Reimbursem...	-75.00
TOTAL					-75.00
	<b>09/19/2023</b>	<b>Dawson Oil Co.</b>		<b>General Operating Funds</b>	
666076	09/19/2023			52170 Fuel	-917.41
TOTAL					-917.41
	<b>09/19/2023</b>	<b>Larry Shields</b>		<b>General Operating Funds</b>	
91823-2	09/19/2023			52580 Commision Reimbursem...	-75.00
TOTAL					-75.00
	<b>09/19/2023</b>	<b>Loomis Ace Hardware</b>		<b>General Operating Funds</b>	
4179, ...	09/19/2023		Evaporative cooler, hos...	52330 Supplies-Equipment	-689.98
TOTAL					-689.98
	<b>09/19/2023</b>	<b>Napa Auto Parts</b>		<b>General Operating Funds</b>	
700634	09/19/2023		Apparatus cleaning sup...	52330 Supplies-Equipment	-105.81
TOTAL					-105.81
	<b>09/19/2023</b>	<b>Randy Neifer</b>		<b>General Operating Funds</b>	
91823-1	09/19/2023			52580 Commision Reimbursem...	-75.00
TOTAL					-75.00
	<b>09/19/2023</b>	<b>Susan Mahoney</b>		<b>General Operating Funds</b>	
91823-4	09/19/2023			52580 Commision Reimbursem...	-75.00
TOTAL					-75.00

**Penryn Mitigation**  
**Mitigation Fees Budget vs. Actual**  
July 1 through October 10, 2023

	<u>Jul 1 - Oct 10...</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>Revenue</b>				
42010 Interest	1,860.78	12,000.00	-10,139.22	15.5%
46120 Mitigation Fees	13,041.12	64,220.00	-51,178.88	20.3%
<b>Total Revenue</b>	<u>14,901.90</u>	<u>76,220.00</u>	<u>-61,318.10</u>	<u>19.6%</u>
<b>Total Income</b>	<u>14,901.90</u>	<u>76,220.00</u>	<u>-61,318.10</u>	<u>19.6%</u>
<b>Expense</b>				
<b>Expenses</b>				
52260 Miscellaneous Expense	5,000.00	25,000.00	-20,000.00	20.0%
54460 Fixed Assets- Equipment				
53040 Lease purchase Principal	0.00	32,668.00	-32,668.00	0.0%
53080 Lease purchase - Interest	0.00	18,552.00	-18,552.00	0.0%
<b>Total 54460 Fixed Assets- Equipment</b>	<u>0.00</u>	<u>51,220.00</u>	<u>-51,220.00</u>	<u>0.0%</u>
<b>Total Expenses</b>	<u>5,000.00</u>	<u>76,220.00</u>	<u>-71,220.00</u>	<u>6.6%</u>
<b>Total Expense</b>	<u>5,000.00</u>	<u>76,220.00</u>	<u>-71,220.00</u>	<u>6.6%</u>
<b>Net Income</b>	<u><b>9,901.90</b></u>	<u><b>0.00</b></u>	<u><b>9,901.90</b></u>	<u><b>100.0%</b></u>

**Penryn Mitigation  
 Transaction Detail By Account  
 July 1 through October 10, 2023**

Date	Memo	Amount	Balance
<b>Revenue</b>			
<b>42010 Interest</b>			
07/31/2023	Deposit	-1,724.37	-1,724.37
07/31/2023	Deposit	3,585.15	1,860.78
Total 42010 Interest		1,860.78	1,860.78
<b>46120 Mitigation Fees</b>			
07/19/2023	Synergy Power Solutions 23-01180 carport	768.00	768.00
08/18/2023	Ryan Lynch construction 23-02702 ADU	3,221.76	3,989.76
09/12/2023	Kelly 21-07614 Barn	2,124.00	6,113.76
09/29/2023	Sense 22-05052 Home	4,680.96	10,794.72
09/29/2023	Granite Bay Excavating 23-03661 garage	2,246.40	13,041.12
Total 46120 Mitigation Fees		13,041.12	13,041.12
Total Revenue		14,901.90	14,901.90
<b>TOTAL</b>		<b>14,901.90</b>	<b>14,901.90</b>

**PLACER HILLS JULY - SEPT 2023**

Last Name	Assignment	Start Date	End Date	Length	Payrate	OT	Subtotal	Taxes	WC	Total
Hodsdon	Engine 84	08/31/2023 08:00	09/01/2023 08:00	24	22.56	33.84	812.16	11.78	87.14	911.08
Hodsdon	Engine 86	09/05/2023 08:00	09/06/2023 08:00	24	22.56	33.84	812.16	11.78	87.14	911.08
Miller	Engine 90	07/09/2023 08:00	07/10/2023 08:00	24	24.9	37.35	896.40	13.00	96.18	1,005.58
<b>Total</b>										<b>2,827.74</b>

**PENRYN STRIKE TEAM - PREPOSITIONING**

Incident	Equipment	Depart date	Return date	Hours	Personnel	Equipment	Admin	Expenses	Total	Staffing
Yeti	B38	8/1/2022	8/10/2022	218	38,559.84	18,727.42	5,728.73	170.68	63,186.67	3RYN 1PHF
Actual cost of Staffing									(35,992.57)	
Prepo	E38	1/4/2023	1/5/2023	36	4,775.76	3,591.56	836.73		9,204.05	3 RYN
Prepo	E38	1/8/2023	1/11/2023	72	10,082.16	6,156.96	1,623.91		17,863.03	3 RYN
Actual cost of Staffing									(8,584.37)	3 RYN
<b>Total FY 2022/2023</b>									<b>45,676.81</b>	

Incident	Equipment	Depart date	Return date	Hours	Personnel	Equipment	Admin	Expenses	Total	Staffing
Bonney	PHF E4607	7/29/2023	8/1/2023	64	2,831.36	-			2,831.36	1 RYN
South Fork	B38	8/20/2023	9/4/2023	368	47,886.00	30,784.80	7,867.08		86,537.88	2RYN 1 PHF
Projected actual cost of staffing for South Fork					44,717.87					
<b>Total FY 2023/2024</b>									<b>89,369.24</b>	





**MEMORANDUM**  
OFFICE OF THE  
**AUDITOR-CONTROLLER**  
COUNTY OF PLACER

DATE: **September 27, 2023**

TO: **Independent Special Districts**

FROM: **Andrew C. Sisk, Auditor-Controller** *ACS*

SUBJECT: **Limitations of Government Appropriations for FY 2022/23**

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We have measured (tested) the appropriation limit for the fiscal year ended June 30, 2023 to assist you in meeting the requirements of Article XIII B, Section 1.5 of the California Constitution. The accompanying worksheet of the Limitations of Government Appropriations is based on actual revenues realized during the fiscal year.

If you have any questions, please contact Joe Alire at (530) 889-4198 or Darlene Justice at (530) 889-4201.

ACS:ja

Attachment

**GANN LIMIT  
PENRYN FIRE DISTRICT (Fund 32807)**

1986/87 BASE YEAR LIMITATION (Prop 111 7/1/90)

\$ 96,234.00

	<b>PCI/LNRC</b>	<b>POP RATIO</b>	<b>% FACTOR</b>	<b>LIMITATION</b>
1987/88	1.0350	1.0357	1.0719	103,153.22
1988/89	1.0474	1.0445	1.0940	112,849.62
1989/90	1.0520	1.0501	1.1047	124,664.98
1990/91	1.0421	1.0561	1.1006	137,206.28
1991/92	1.0414	1.0539	1.0975	150,583.89
1992/93	0.9936	1.0391	1.0324	155,462.81
1993/94	1.0272	1.0379	1.0661	165,738.90
1994/95	1.0071	1.0320	1.0393	172,252.44
1995/96	1.0472	1.0415	1.0907	187,875.74
1996/97	1.0467	1.0321	1.0803	202,962.16
1997/98	1.0467	1.0164	1.0639	215,931.44
1998/99	1.0415	1.0261	1.0687	230,765.93
1999/00	1.0453	1.0297	1.0763	248,373.37
2000/01	1.0491	1.0300	1.0806	268,392.26
2001/02	1.0782	1.0355	1.1165	299,659.96
2002/03	0.9873	1.0395	1.0263	307,541.02
2003/04	1.0484	1.0610	1.1124	342,108.63
2004/05	1.0393	1.0531	1.0945	374,437.90
2005/06	1.0329	1.0444	1.0788	403,943.61
2006/07	1.0396	1.0381	1.0792	435,935.94
2007/08	1.0866	1.0284	1.1175	487,158.41
2008/09	1.2195	1.0277	1.2533	610,555.64
2009/10	1.0062	1.0203	1.0266	626,796.42
2010/11	0.9746	1.0209	0.9950	623,662.44
2011/12	1.0251	1.0181	1.0437	650,916.49
2012/13	1.0377	1.0117	1.0498	683,332.13
2013/14	1.0512	1.0072	1.0588	723,512.06
2014/15	1.0147	1.0168	1.0317	746,447.39
2015/16	1.0382	1.0076	1.0461	780,858.61
2016/17	1.0537	1.0096	1.0638	830,677.39
2017/18	1.0369	1.0176	1.0551	876,447.71
<b>2017/18 Parcel Tax Measure A</b>				<b>355,404.80</b>
<b>2017/18 Adjusted Limitation</b>				<b>1,231,852.51</b>
2018/19	1.0367	1.0166	1.0539	1,298,249.36
2019/20	1.0404	1.0185	1.0596	1,375,625.02
2020/21	1.0459	1.0195	1.0663	1,466,822.15
2021/22	1.0573	1.0150	1.0732	1,574,134.12
2022/23	1.0755	1.0037	1.0795	1,699,245.28
2023/24	1.0444	1.0021	1.0466	1,778,418.62

Note: The Appropriation Limit is calculated pursuant to Article XIII B, Section 8(e) (2) of the State Constitution.

**PENRYN FIRE DISTRICT (Fund 32807)**  
**GANN INITIATIVE - PROP 111**  
**LIMITATIONS OF GOVERNMENT APPROPRIATIONS**  
**PURSUANT TO ARTICLE XIII B OF THE STATE CONSTITUTION**

**FY 2022/2023**

REVENUE SOURCE	TAX REVENUE	NON-TAX REVENUE
Taxes	\$ 587,633	
HOPTR	3,184	
Parcel Taxes	113,593	
Direct Charges		\$ 452,617
Other Services		47,628
Miscellaneous Revenue		106,764
	<hr/>	<hr/>
SUBTOTAL	704,410	607,009
	<hr/>	<hr/>
INTEREST %	53.71%	46.29%
Interest Revenue Subject to LIMIT	19,447	19,447
INTEREST APPORTION	10,445	9,002
	<hr/>	<hr/>
REVENUE SUBJECT TO LIMIT	714,855	\$ 616,010
	<hr/>	<hr/>
<b>APPROPRIATION LIMIT 22/23</b>	<b>1,699,245</b>	
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AMOUNT (OVER)/UNDER LIMIT	\$ 984,390	
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Proceeds of taxes which exceed the limit in one year may be carried over to the succeeding year. The portion of carried-over revenue which cannot be included within the following year's limit is considered excess revenue and must be returned within the next two fiscal years.