



PENRYN FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

MEETING MINUTES

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

MINUTES OF THE REGULAR MEETING June 23, 2025

Amended

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 Larry Shields, and Robert Verdugo

Directors absent: N/A

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

2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Director Heimlich moved to approve the agenda. Director Verdugo seconded the motion that passed unanimously.
4. **Approval of Minutes:** Vice-Chair Hardesty moved to approve the minutes for the meeting on May 19, 2025. Director Heimlich seconded the motion that passed unanimously.
5. **Financial Report & Bill Approval:** Vice-Chair Hardesty moved to approve the financial report and expenses. Director Shields seconded the motion that passed unanimously.
6. **Correspondence:** N/A
7. **Public Comment:** N/A
8. **Informational/Non-Action Items:**

A. Nevada County Professional Firefighters, Local 3800 (Local 3800): Chair Hotaling reported that the MOU would be posted for union approval.

B. Fire Chief Gow's Report:

1. New windows have been installed, surplussed SCBA's going on the market shortly
2. The Placer Hills/Newcastle Reorg; the financial study has been accepted and posted as a public document, just waiting for the Sphere of Influence and the boards are reviewing the financial study
3. Approved a 10% pay increase for strike teams, same as at Placer Hills and completing with Newcastle. The state approved an admin fee increase from 10 to 15%
4. Working on the Injury Illness Prevention Program, staff and board reviewing, anticipate it will need some fine-tuning. The Admin Contract Oversight committee will review with the local 3800.
5. Physical exam position paper will also be reviewed by the committee as well

Fire Marshal D'Ambrogi's Report:

1. Planning Projects; Winery 8 working on the infrastructure including the water lines and roads, infrastructure of a warehouse on Taylor Rd., land division of 4 lots on Callison
2. New mitigation fees go into effect on July 12th
3. Local Hazard Mitigation Plan; In the process of updating, including a Penryn annex. The county is coordinating with a consultant, recently had a kickoff meeting. It takes about a year to go through the process. They are requesting that the agencies complete community outreach. I would like to request that we include an information

item on the monthly agendas to provide outreach over the next year. The plan assists with grant applications and FEMA funding during a disaster.

Chair Hotaling requested if information can be put together and shared on the website.

Battalion Chief Slusher report:

1. Fire activity up this month, including 10 fires. Will start to see high dispatch on fires.
2. Found a small leak on Engine 38 pump, Brush 38 also due for some maintenance, anticipate it will be out for a few weeks.

Battalion Chief Williamson report: No report

C. Director Committee Reports

1. **Personnel Committee:** Chair Hotaling reported that the committee met with the labor negotiation team, will review during closed session.
2. **Administrative Contract & Finance Oversight Committee:** Vice-Chair Hardesty reported that the committee met to review the prelim FY 25-26 budget, amended FY 24-25 budget and a transfer to committed funds.
3. **Ad hoc committee for future cooperation with other fire departments.** Vice-Chair Hardesty reported that the group met last month and scheduled a meeting for July 3rd. Working to compare finances and the Ad Hoc committee met with the county Board of Supervisors Ad Hoc committee.

D. Update on Hope Way Project: Fire Marshal D'Ambrogi reported that staff recently met with the developer, where we reviewed the mitigation fees and assessments and the property tax that would normally be collected. The goal of our conversations is try and be made whole, for what typically would be collected.

E. Review and discuss updated made to SOG#66 Volunteer Firefighter Appointment Process: Chief Gow reported that a minor modification was made to identify when volunteers can be eligible for training

9. Action Items

A. Consider and adopt Resolution 2025-08 approving a transfer of \$80,766.23 into the general committed funds

Vice-Chair Hardesty reported that the transfer is for the budgeted \$50,000 for equipment and the \$30,766.23 is for the reimbursement from strike teams, related to apparatus use. Motion made by Vice-Chair Hardesty to adopt Resolution 2025-08 approving a transfer of \$80,766.23 into general committed funds. Director Verdugo seconded the motion, the motion passed unanimously.

B. Consider and adopt Resolution 2025-09 amending the budget for Fiscal Year 2024-2025

Motion made by Vice-Chair Hardesty to adopt Resolution 2025-09 amending the budget for Fiscal Year 2024-2025. Director Heimlich seconded the motion, the motion passed unanimously.

C. Consider and approve Placer County Auditor/Controller's agreement for services for Fiscal Year 2025-2026 at a cost of \$7,128.00

Motion made by Vice-Chair Hardesty to approve the Placer County Auditor/Controllers agreement for Fiscal Year 25-26. Director Verdugo seconded the motion, the motion passed unanimously.

D. Consider and approve the rates for Fiscal Year 2025-2026 for Kingsley Bogard LLP

Chief Gow reported that only a few of the rates have had a modest adjustment. Motion made by Vice-Chair Hardesty to approve the rates for Fiscal Year 2025-2026 for Kingsley Bogard LLC. Director Heimlich seconded the motion, the motion passed unanimously.

E. Consider submitting a nomination for the vacancy of the alternate member seat representing special districts on Placer County LAFCo

Chief Gow reported that there was previously an opening for the special district representative, the current alternate was appointed to that seat creating this opening. The board decided to not nominate anyone and wait to vote after nominations were closed.

The public meeting was adjourned and the Board went into Closed Session at 7:07pm

F. 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 7:11pm. Chair Hotaling reported that they discussed the MOU during the closed session which includes a 2.5% pay increase, employee and family dental and vision insurance and a 10% pay increase during strike team deployments.

G. Consider and approve the Memorandum of Understanding between the Nevada County Professional Firefighters, Local 3800 and the Penryn Fire Protection District expiring on June 30, 2026

Motion made by Chair Hotaling to approve the Memorandum of Understanding with Local 3800. Director Shields seconded the motion, the motion passed unanimously.

H. Consider and adopt Resolution No. 2025-10 approving the Preliminary Budget for Fiscal Year 2025-2026

Chair Hotaling reported that the typical process is to approve the preliminary budget by June 30th and then once more information is received from the county we process an adjustment for the Final budget by September 30th. Vice-Chair Hardesty reviewed the staff report and prelim budget.

Motion made by Vice-Chair Hardesty to adopt Resolution 2025-10 approving the Preliminary Budget for Fiscal Year 2025-2026. Director Shields seconded the motion, the motion passed unanimously.

The meeting was adjourned at 7:19pm.

Next Board Meeting: Monday, July 21, 2025 6:30 PM - 8:00 PM (PST)

Respectfully submitted,



District Manager