



Alta Fire Protection District
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Directors
Zach Calvert
Cornell Davis
Carrie Davis
Vacant
Vacant

MEETING MINUTES

AFPD - BOARD OF DIRECTORS - REGULAR OPEN MEETING

September 3, 2025 @ 6:30pm – 33950 Alta Bonny Nook Rd, Alta CA 95714

DATE: September 3, 2025

CALL TO ORDER: The meeting was called to order at 6:33pm by Director / Chair – Zach Calvert (NOTE: Chair Zach Haslett resigned on 9/1/2025)

Present were:

- o Directors: Zach Calvert, Cornell Davis & Carrie Davis NOTE: 2 vacant Director positions
- o PCFD/Cal Fire: Absent
- o Guest: Manooch Khajeh, Alta Resident

CONSENT AGENDA:

- a) A motion was made by Director Carrie Davis to approve the Agenda for September 3, 2025. Director Cornell Davis seconded the motion. The motion was unanimously approved.
- b) A motion was made by Director Carrie Davis to approve the Minutes for August 6, 2025, Regular Meeting. Director Cornell Davis seconded the motion. The motion was unanimously approved.

PUBLIC COMMENT: None

CORRESPONDENCE: None

REPORTS:

- a) **Facility Maintenance Report:** The drinking fountain for the Community Hall lobby has been ordered. Turned off the propane valves on the two heater units in the main hallway. Propane smell was detected.
- b) **Hall Report:** Event on 9/13/25 – Sierra First Baptist Church event
- c) **Cal Fire / PCFD Report:** None – Cal Fire absent
- d) **Placer Sierra Fire Safe Council Report** – None – Jerry Rioux absent
- e) **Monthly Financial Report** – District Mgr. gave report which included monthly operating expenses, revenue, and the US Bank statement balance (payroll & taxes).

ACTION ITEMS:

- a) **Approve the District's Cost Control and County's monthly reports for JULY 2025:** A motion was made by Director Carrie Davis to approve Action Item (a). Director Cornell Davis seconded the motion. The motion was unanimously approved.
 - b) **Vacant Director Position(s):** Director Carrie Davis made a motion to appoint Manooch Khajeh to the open director's seat that was vacated by Vinni Mutto. Director Cornell Davis seconded the motion. The motion was unanimously approved.
- OATH OF OFFICE:** The Oath of Office was given by Director/Chair Zach Calvert to Manooch Khajeh during the meeting.
- a. **The 2nd vacant position** – Director Calvert will post the flyer again on social media and at the Alta post office.

DISCUSSION ITEMS:

- a) Updated the required Signature Form tonight for Placer County Accounting Dept.
- b) Reminder to Directors to complete the required Ethics course
- c) District Mgr will call PG&E (PSPS) department to schedule the removal of the fence that was around the PG&E's generator.

ADJOURNMENT:

Having no further business on the agenda to come before the Board, Director Carrie Davis made a motion to adjourn. Director Cornell Davis seconded the motion. The meeting was adjourned at 7:10pm.

NEXT BOARD MEETING: October 1, 2025, at 6:30 pm

Respectfully submitted by: *Lori DeCaro*, District Manager

DATE APPROVED: 10/1/25

SIGNATURE: _____