

**COMMISSIONER'S MEETING  
ESPARTO FIRE PROTECTION DISTRICT  
16960 YOLO AVE  
ESPARTO, CA 95627**

**January 11, 2024  
MINUTES**

**1. Call to Order**

The meeting was called to order at 6:00 p.m. by Commissioner Mitch Roath.

**2. Roll Call**

Members present: Mitch Roath, Barry Burns and John Hulsman

Absent: Rudy Lucero and David Schwenger

Other present: Chief Curtis Lawrence and Monica Burns, Secretary to the Board

**3. Approval of Agenda**

A motion was made by Commissioner Burns and seconded by Commissioner Hulsman to approve the agenda.

Ayes: 3 Noes: 0 Absent: 2

**4. Public Comment**

None

**5. Approve Minutes of December 11, 2023 Special Meeting**

Motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve the minutes of the December 11, 2023 special meeting.

Ayes: 3 Noes: 0 Absent: 2

**6. Approve Payment of January 11, 2024 Claims**

Motion as made by Commissioner Burns and seconded by Commissioner Roath to approve the January 11, 2024 Claims.

Ayes: 3 Noes: 0 Absent: 2

**7. Review Financial Report**

The Financial Report was reviewed by the Board.

**8. Revised CalPERS Valuation for PEPRA Safety Fire Plan**

**A. Review Revised CalPERS PEPRA Safety Fire Plan Valuation for 2.7% @ 57 with 100% Prior Service**

Monica Burns reviewed and answered question regarding the revised valuation and the associated costs. She advised the Board that they have two options; 1) to provide active employees 100% of their service credit under the PEPRA Miscellaneous Plan, or 2) to not provide active employees any service credit earned while under the PEPRA Miscellaneous Plan. She also advised the Board that a resolution to allow employee CalPERS deductions to be exempt from state and federal income tax will be brought to the Board at their next meeting.

**B. Discuss Cost and Funding Required to Transfer Prior Service for Active Employees and to Reimburse Terminated Employees' Contributions Made Under the PEPRA Miscellaneous Contract**

Monica Burns reviewed and answered question regarding the costs associated with both options. The Board discussed the costs and funding associated with option 1 above.

C. Decide and Advise Staff on Course of Action

Motion was made by Commissioner Burns and seconded by Commissioner Hulsman to accept the revised valuation including 100% Prior Service, to pay the associated costs in one year to avoid any interest payments and for Staff to work with CalPERS to complete this process.

Ayes: 3 Noes: 0 Absent: 2

**9. Review and Approve 2022-2023 Annual and Five-Year Developer Fee Report**

Motion was made by Commissioner Roath and seconded by Commissioner Burns to approve the 2022-2023 Annual and Five-Year Developer Fee Report with the correction to the cost per square foot.

Ayes: 3 Noes: 0 Absent: 2

**10. Fire District's Sustainability Ad Hoc Committee**

A. Updates

Chief Lawrence reported that Jim Provenza has replaced Mary Sandy as a member of this committee. The committee is working to reconvene and continue working on fire districts' sustainability.

**11. Yolo County Fire Safe Council**

A. Updates

Chief Lawrence has no update.

B. Yolo Prescribed Burn Association

Chief Lawrence had no update.

**12. Staff Reports**

A. Office

Chief Lawrence reported:

- a. That the District's Sustainability One-Time Funding Request was approved by the Yolo County Board of Supervisors at their January meeting and based on this approval, he will be bringing a budget revision to the next Board meeting.
- b. That the District submitted and received approval for the final reimbursement request for the Yolo County Grant PO4584.
- c. That researching short-term disability for employees is still an item on the office's to do list.
- d. That a special meeting will need to be held next week for the Board to approve two resolutions for CalPERS including one to accept the revised valuation and one to allow employee deduction to be exempt from state and federal income tax. He received consensus from the Board to schedule a special Board meeting for Thursday, January 18, 2024 at 6:00 p.m.

B. Building & Maintenance Report

Chief Lawrence reported:

- a. That the north side drainage project has been completed and that the lawn has been replanted. The south side drainage project is still being worked on.
- b. That he is working on a warranty issue with the new Brush 19. Commissioner Roath stated that if the issue is not covered by warranty, then he wants a letter of concern written to the company.
- c. That Water 219 is out of service.
- d. That the old white brush rig will be designated as surplus property and either sold or donated.
- e. That the Volunteers paid for and replaced the Hall's kitchen and bathroom floors.

C. Chief's Report

Chief Lawrence reported:

- a. That the Yolo County Fire Chief's Association endorsed Angel Barrajas and Mary Sandy for Yolo County Supervisors.
- b. That interviews for five candidates for the vacant firefighter position will be scheduled for January 25, 2024 with a three-person interview committee. The top two finalists will interview with Chief Lawrence and Chief Capitano.
- c. That the Volunteer Appreciation Dinner was successful and enjoyed by all attendees.
- d. That, while in the preliminary stages, discussions are being had to turn the Meeting Room into sleeping quarters. If this happens, Board Meetings would be held in the Community Hall.
- e. That it is time for Board Members to complete their 2-hour harassment training and he will be emailed them a link to the training site.

**13. Adjournment**

A motion was made by Commissioner Burns and seconded by Commissioner Hulsman to adjourn the meeting at 7:01 p.m.

Ayes: 3 Noes: 0 Absent: 2

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Mitch Roath, Commissioner

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Monica Burns, Secretary to the Board