

**FOOTHILL FIRE PROTECTION DISTRICT
SPECIAL MEETING MINUTES
3255 HELISMA ROAD, BURSON, CA 95225
July 2, 2009**

The meeting was called to order by Chairman Gary West at 9:21 a.m.

1. Pledge of Allegiance

2. Roll Call

Directors Present: Ed Anderson, Ken Glissman, Jeff Palm, Ron Spradlin (Arrive: 9:52 a.m.) and Chairman Gary West.

Directors Absent: None

Staff Present: Fire Chief Mike Siligo and Fire District Clerk Pamela Rogers.

3. Public Comments

Noting that the agenda for this meeting does not provide for "Board of Director Comments", Director Anderson requested to address the Board under "Public Comments". Director Anderson distributed copies and read aloud a letter he prepared dated July 1, 2009 addressed to the Chairman and Directors of the Foothill Fire Protection District pertaining to the "Operation of Web Site for the District" regarding the posting of the minutes (on the FFPD website) for the May 20, 2009 Special Meeting specific to the closed session held at that same meeting.

Director Anderson requested that the posting of minutes to the FFPD website be discontinued until guidelines for doing so can be established. He requested that this matter be placed on the agenda for the next regular meeting of the FFPD Board.

4. 2009/2010 Budget

Chairman West distributed copies to the Board reflecting the County of Calaveras Estimated Revenue for 2009-2010 Budget Year by Fund (dated 5/7/2009) and general Board conversation ensued regarding various budget reduction scenarios, the County of Calaveras general budget constraints and the impact of the Tetter Agreement.

Fire Chief Siligo discussed potential revenue sources and noted that Assistant Fire Chief Byous had offered to take a 20% salary cut towards the cost of Firefighters for the summer season.

The Board and Fire Chief Siligo proceeded to address each estimated revenue line item. Expense line items proposed at the May 27, 2009 Special Meeting of the FFPD Board were designated as "essential" (to support operations) and "non-essential" items, and all non-essential items were reduced by 20%. Consequent to budget work efforts the Board and staff arrived at a Proposed Budget for the Fiscal Year 2009-2010 of \$224,301 including Proposed Estimated Revenue for the Fiscal Year 2009-2010 of \$224,313.

Motion: Anderson/Palm to approve the Proposed Budget of \$224,301 for the Fiscal Year 2009-2010 pending a final vote at the August 12, 2009 Regular Meeting of the FFPD Board.

Ayes: Unanimous

Responding to inquiry from Director Palm, Fire Chief Siligo noted that any balance in Expense Line Item 5477, Personal Mileage Reimb., had in the past been utilized to pay a mileage reimbursement to the volunteer Firefighters at the end of the year. The Chief affirmed his recommendation, however, that given current economic and budget constraints this line item be included in the 20% reduction plan for the current fiscal year.

Director Anderson stated that he regretted having to reduce funding specific to Line Item 5477 and the volunteer Firefighters, and reiterated his position of not funding the cost for future payment of Firefighters during the summer fire season. The Board noted that continued consideration of this matter would be addressed at a future meeting of the FFPD Board.

Director Anderson distributed copies of five separate resolutions adopted by the Board of the Menlo Park Fire Protection District toward implementing various fiscal constraints and requested that this matter be given FFPD consideration at the next regular meeting of the Board.

5. Cal-Card Assignment

General Board conversation ensued pertaining to the designation of cardholders and transaction maximums for each cardholder. By Board consensus it was agreed that both the "Single" and "Monthly" transaction maximums should reflect the same dollar, that the Approving Official for all cardholders should be the Board Chairman, and that the Approving Official for the Board Chairman should be the Vice Chairman. Consequent to Board discussion, cardholders and transaction maximums were designated as follows:

Byous, Scott – Assistant Fire Chief; \$500.00 Maximum.
Dallinger, Ken – Battalion Chief; \$500.00 Maximum
Rogers, Pamela R. – Fire District Clerk; \$250.00 Maximum
Siligo, Michael – Fire Chief; \$1,000.00 Maximum
West, Gary – Chairman Board of Directors; \$1,000.00 Maximum

Motion: Glissman/Spradlin to approve the cardholders and transaction maximums (with "single" and "monthly" transaction maximums equal in dollar) as recorded (above) by the Fire District Clerk, and that consequent to Cal-Card training the Board may create a FFPD policy/procedure specific to Cal-Card use if deemed necessary.

Ayes: Unanimous

The Board responded to general inquiry from Nancy Pizarz, Resident, pertaining to whether there was any outstanding liability owing to anyone on behalf of the Board.

6. Closed Session (Public Employee – Fire Chief Review Under Government Code 54957)

The Closed Session was called to order at 11:08 a.m. and it was noted that all the Directors and Fire Chief Siligo were present.

7. Return to Open Session – Report of Action Taken

At 12:27 the meeting was returned to Open Session and the public was informed that no action had been taken during the Closed Session period.

Ken Hendrick, Resident, introduced himself as a 30 year Police Department retiree and inquired as to whether Chairman West was in the "practice" of receiving personal reimbursement through a third party. Chairman West responded by providing general background information regarding this matter and stated that he would provide a written legal opinion for review at the next regular meeting of the Board of Directors.

11. Adjournment

The meeting adjourned at approximately 12:37 p.m.

Approved By:

Submitted By:

Gary West, Chairman

Pamela R. Rogers, Fire District Clerk

Attachments

1. Letter dated July 1, 2009 from Director Anderson to the FFPD Board regarding "Operation of Web Site for the District".
2. Board of Menlo Park Fire Protection District Resolution No. 1266-2009, 1267-2009, 1268-2009, 1269-2009 and 1270-2009 (Distributed by Director Anderson).