

NORTH TAHOE FIRE PROTECTION DISTRICT

Special Meeting of the Board of Directors
NTFPD Station 51 Public Safety Center
222 Fairway Drive
Tahoe City, California

Tuesday
April 30, 2024 – 3:30 p.m.

MINUTES

- 1. Call to Order** - *The meeting was called to order at 3:33 p.m. by President Baffone.*

Roll Call

Attending:

Board Present

Directors Baffone, Doyle, and Ragan. A quorum was established.

Staff Present

Fire Chief Steve Leighton

Legal Counsel Steve Gross

Division Chief Alan Whisler

Division Chief Brent Armstrong

Director of Finance and Administration Kim Eason

Battalion Chief Jamie Sheppard

Captain Paul Moen (arrived at 4:33 p.m.)

Captain Scott Worl

Engineer Brent Wible

Forest Fuels Manager April Shackelford

Administrative Assistant II/Clerk of the Board Melissa Daniels

Public

No Public

- 2. Additions to Agenda/Approval of Agenda**

The agenda was approved after removing Item 15 “Closed Session”. There was no public comment.

- 3. Pledge of Allegiance**

- 4. Public Comment**- There was no public comment

5. Approval of Minutes from the regular Board meeting held March 26, 2024

No change was requested from the Board. There was no comment from the public.

Upon motion by Director Ragan, seconded by Director Doyle, the Board approved the Minutes from the Regular Board meeting held March 26, 2024. A roll call vote was taken. The vote was three in favor:

*Ayes: Directors Baffone, Doyle, and Ragan
Noes: None
Abstain: None
Absent: Director Correa and Loverde*

6. Correspondence

President Baffone went over the thank you notes received since the last Board meeting.

7. Consider Resolution 03-2024 Requesting Placer County to Conduct Election Services in November 2024

Placer County is requested conduct election services on behalf of the North Tahoe Fire Protection District whenever Board seats are up for election. District seats #1 (Baffone), #3 (Correa) and #5 (Loverde) are scheduled for election in November 2024. This is the normal four-year cycle. No other items are scheduled on behalf of the District for the election.

Adopting this resolution is a legal requirement. Fees will be budgeted for this expense. You may visit <https://www.placerelections.com/running-for-office.aspx> for additional information.

For the November 2024 election, the regular candidate filing period begins on July 15, 2024 and ends on August 9, 2024. The close of the extended candidate filing period if an eligible incumbent fails within the regular candidate filing period is August 14, 2024.

There was a discussion between Board and staff. There was no public comment.

Upon motion by Director Doyle, seconded by Director Baffone, the Board approved Resolution 03-2024 which will Placer County to conduct election services in November 2024. A roll call vote was taken. The vote was three in favor:

*Ayes: Directors Baffone, Doyle, and Ragan
Noes: None
Abstain: None
Absent: Directors Correa and Loverde*

8. Consider Resolution 04-2024 Requesting Tax Collection Services

District staff presents to the Board annually a resolution authorizing direct charges to be placed on the tax roll. The intent of the resolution is to specify each party’s responsibility regarding the collection of special taxes, fees, and assessments as required by Proposition 218.

The Board of Directors is required to adopt Resolution 04–2024 in order for Placer County to collect our Special Tax, Fire Suppression Assessment, and CFD Mello-Roos. Normal fees of one percent are charged for these services.

There was a discussion between Board and staff. There was no public comment.

Upon motion by Director Baffone, seconded by Director Ragan, the Board adopted Resolution 04-2024 authorizing Placer County to conduct tax collection services for NTFPD. A roll call vote was taken. The vote was three in favor:

*Ayes: Directors Baffone, Doyle, and Ragan
Noes: None
Abstain: None
Absent: Directors Correa and Loverde*

The public hearing opened at 3:45.

9. Public Hearing Regarding Resolution 05-2024 Adjusting Rates for Ambulance Services

In 2019 Ordinance 03-2019 was passed by the Board establishing ambulance transport rates. This ordinance also established a mechanism to adjust those rates every year by a Resolution of the Board during a Public Hearing.

North Tahoe Fire continues to provide excellent ALS service at a great value to our constituents. The District is asking the Board to adopt Resolution 05-2024 to increase the ambulance. The District will still be providing this service at a lower cost than 17 other SSV providers (30) and \$890 below average. Our El Dorado County ALS service billing is controlled by the County and those rates are higher than ours.

There was a discussion between Board and staff. There was no public comment.

The public hearing closed at 3:47.

Upon motion by Director Ragan, seconded by Director Doyle, the Board adopted Resolution 05-2024 to adjust the rate for ambulance services. A roll call vote was taken. The vote was three in favor:

*Ayes: Directors Baffone, Doyle, and Ragan
Noes: None
Abstain: None*

Absent: Directors Correa and Loverde

10. [Future planning with Meeks Bay Fire](#)

Chief Leighton presented this item to the Board. On April 10th, Placer LAFCO had its Board meeting where the annexation was a topic discussed. Chief Leighton wrote a letter to Placer LAFCO requesting an 8-month extension and spoke on the District's behalf at the meeting. The Placer LAFCO Board unanimously approved an extension of the annexation project until December 31, 2024.

Staff has received copies of the resolutions that El Dorado County is going to present to their Board of Supervisors meeting on May 15th at 10:00 a.m. in South Lake Tahoe. The resolutions consist of three parts which include the TRA's, how the District will be receiving the \$992,000, and how the outstanding Placer LAFCO fee will be paid. Chief Leighton spoke with El Dorado County's Assistant CAO Sue Hennike regarding the Placer LAFCO fee and she confirmed that El Dorado County has set aside \$42,000 for the annexation and they are going to pay the Placer LAFCO fee with those funds.

On April 29th, Chief Leighton and Kim have a meeting scheduled with Placer County's Deputy County Executive Officer Shawa Purvines. In conversations initially with Deputy County Executive Officer Purvines, she said that her staff are hoping to get their resolution to their Board of Supervisors sometime this summer. That time frame does not work for both North Tahoe Fire and Meeks Bay Fire, so District staff are hoping to have the Placer County resolution added to either of the May 2024 Board of Directors meeting agendas. However, if this is not the case, District staff are pushing to have the resolution added no later than their June 25th Board of Supervisors meeting to keep us on track.

This item was for informational purposes. No Board action was required, but there was a discussion between Board and staff. There was no public comment.

11. [Finance Report](#)

- 11.1 [Purchases Journal](#)
- 11.2 [Breakdown of CalCard purchases](#)
- 11.3 [Gross payroll totals](#)
- 11.4 [Account Detail Report](#)

Finance and Administration Director Kim Eason presented this item.

There was a discussion between the Board and staff. There was no public comment.

Upon motion by Director Baffone, seconded by Director Ragan, the Board approved the finance report dated April 30, 2024 and the supporting Items 11.1-11.4, as presented. A roll call vote was taken. The vote was three in favor:

*Ayes: Directors Baffone, Doyle, and Ragan
Noes: None
Abstain: None
Absent: Directors Correa and Loverde*

12. Staff Reports

- 12.1 [Fire Chief](#)
- 12.2 [Division Chief – Operations / Training](#)
- 12.3 [Division Chief – Fire Marshal / Forest Fuels / PIO / Facilities](#)
- 12.4 [A Shift Battalion Chief - Emergency Medical Services](#)
- 12.5 [B Shift Battalion Chief - Safety](#)
- 12.6 [C Shift Battalion Chief - Logistics](#)

Staff reports were reviewed and no action was taken.

There was a discussion between the Board and staff. There was no public comment.

13. Next Board Meeting and Other Important Dates

- *May 28, 2024 – regular Board meeting – canceled*
- *June 25, 2024 – regular Board meeting*
- *July 15, 2024 – candidate filing period begins (Baffone, Correa, and Loverde)*
- *July 23, 2024 – regular Board meeting*

There was no Board or public comment.

14. Board Comments/Information Items

There were no Board comments or information items.

15. Adjournment

There being no further business to come before the Board, the meeting was adjourned by President Baffone at 4:55 p.m.