

Cameron Park Community Services District  
2502 Country Club Drive  
Cameron Park, CA 95682



**Fire and Emergency Services Committee**  
**Tuesday, February 9, 2023**  
**5:30 p.m.**

**Cameron Park Community Center – Social Room**  
**2502 Country Club Drive**  
**Cameron Park, CA 95682**

**HYBRID TELECONFERENCE TEAMS MEETING LINK**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NjAwNTFIZTEtM2MxNC00N2Y5LWI0ZWYtMGU1ZDc1NjM5ZmMx%40thread.v2/0?context=%7b%22Tid%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22Oid%22%3a%22b510e640-8ba3-421f-a075-694cad7ace01%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjAwNTFIZTEtM2MxNC00N2Y5LWI0ZWYtMGU1ZDc1NjM5ZmMx%40thread.v2/0?context=%7b%22Tid%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22Oid%22%3a%22b510e640-8ba3-421f-a075-694cad7ace01%22%7d)

# Special Meeting

# Conformed Agenda

Members: Director Eric Aiston (EA) & Director Dawn Wolfson (DW)  
Alternate, Director Tim Israel (TI)

Staff: General Manager André Pichly, Chief Dusty Martin

**CALL TO ORDER 5:36 pm**

**ROLL CALL EA and DW - present**

*Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote. All demonstrations, including cheering, yelling, whistling, handclapping, and foot stomping which disrupts, disturbs or otherwise impedes the orderly conduct of the Committee meeting are prohibited.*

**ADOPTION OF AGENDA EA suggested that Item #2 under General Business be moved to after Item #4. Motion by DW with the change requested by EA. 2<sup>nd</sup> by EA. Approved.**

**APPROVAL OF CONFORMED AGENDA**

1. Conformed Agenda – Fire & Emergency Services Committee Meeting – January 10, 2023 – EA motioned to approve the conformed agenda. 2<sup>nd</sup> by DW. Approved.

## OPEN FORUM

Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.

## DEPARTMENT MATTERS: GENERAL BUSINESS

2. 2023 Work Plan – (A. Pichly, D. Martin) Staff report / action item / review, discuss and forward to the Board – will be discussed after the Station 88 facility relocation item
3. **Update on Fire Master Plan consultant research** (D. Martin, A. Pichly) – Staff report / action item / discuss, endorse, and forward to the Board  
GM – staff thinks we can use Fire Impact Fees to pay for the study, but have yet to receive any information to affirm or deny that. EA – so the next call will be to the County to find that out?  
GM – yes.  
EA – if the master plan becomes part of something else later, like a new Station 88, could funding from Fire impact Fees cover some of the cost of the study?  
DW – would we go with a 10-15 year plan?  
DM – that would be the recommendation and that’s what we’re hearing from some of the consultants we’ve reached out to.  
EA – take to the Board for approval to go out for an RFP and recommends a 14-21 day release period. If the Board approves then potentially have the draft RFP ready for the March FES meeting. DW agreed to move forward to the Board.
4. **Station 88 facility relocation** (D. Martin) – Staff report / information only / not an action item  
GM – staff reached out to a local realtor to identify the APN numbers and estimated value.  
EA – what are staff’s thoughts on what else we would need to pursue a property or have we hit the pause point?  
DM – I think we’ve hit the pause point. A new Fire Master Plan will provide the District with a current assessment of the need for a new fire station.  
DW – agrees and feels it’s best to wait for the recommendations from a Fire Master Plan to aid in decision making.  
EA – wants Fire staff to know that we are trying to follow the proper process and value their input.
5. **2023 Work Plan** – (A. Pichly, D. Martin) Staff report / action item / review, discuss and forward to the Board  
DW – what was the difficulty in developing a system for tracking rental expenses and maintenance costs?  
DM – discussed with the GM if should this be a work plan goal or just a product we provide to the FES.  
DW – recalls the idea being to get the true costs on rental income – not sure this needs to be a larger work plan item.



EA – let's keep in on the work plan and it can move forward to the Board. Oversight could then be moved to Budget & Administration Committee.

EA – regarding the Fire Master Plan item, we're asking for it, but it could move to Budget & Administration Committee because there's cost involved.

EA – mutual aid: most recent LAFCO report indicated no need to change or adjust boundaries although it also states that Cameron Park has a higher percentage of giving mutual aid than it receives. This does not have to be a work plan item. The ask is for the FES to be able to track our mutual aid relationship with surrounding districts partially as a comp to the LAFCO findings and to demonstrate to county agencies what we're dealing with and ask them to reconsider the boundaries. This can be added later – it does not have to be part of what we forward to the Board as a work plan item. Is this a realistic goal for staff?

EA – the Explorer and Resident Internship program – where are we at now and could the program be bolstered up again?

KR – we have 4 interns and 2 Explorers.

EA – is there a relationship with the high school ROP program?

KR - No current relationship with the high school ROP program.

EA – would this be something we could add to the Work Plan?

DM – our recruitment is really driven by the local fire academies. The bulk of our people came out of that program. Our Explorer program ebbs and flows. It takes staff time to manage the Explorer program and that creates challenges and increases workload for staff.

KR – lots of departments have abandoned Explorer programs.

EA – just thinking long term to help our District and by reviving the Explorer program. What would that goal look like for the work plan? How would you word that?

DM -increase the number of residents by 1/3 by December of 2023. I will type that up and send to the GM. It could include revitalizing the relationships with area programs to increase the number of residents interns in the Cameron Park Fire Department by 1/3, 4 individuals maximum.

DW - is the purpose of tracking the rental expenses and maintenance costs to figure out how we are going to fund additional engines?

EA – rental income went into the general fund, but no system, tracking rental income, tracking expenses. So, then part of the income went to the general fund and the rest was moved to reserves. The next step is tracking the maintenance of those trucks and all rental income will go to the reserves. The next step is to track the direct expenses for maintenance of those trucks and all of the rental income will go straight to reserves and then pull from that to cover the expense of maintenance that the operating fund has. That would give us a true sense of our net income.

DW – Should we put some wording into the goal to reflect that?

EA – perhaps we add “to identify net income” for rentals.

GM – It would then read, “Develop a system for tracking rental expenses and maintenance costs to identify net income by July 1, 2023.”

EA – yes. So, we have #1 – we're keeping that, we've amended #2, # 3 is good, but we need to identify the funding source and have the board approve that.

GM- It should read “issue an RFP for Fire Master Plan and contract with a consulting firm by July 1, 2023.”

EA – Add “revitalizing the relationships with area programs to increase the number of residents interns in the Cameron Park Fire Department by 1/3.”

**6. Fire Prevention update (K. Richards) No staff report / information only / not an action item**

**STAFF UPDATES**

- 7. **Fire Department Report** – February 2023 (C. Siebert) – Staff report / Information only / Not an action item

**ITEMS FOR FUTURE COMMITTEE AGENDAS**

- Provide updates on work plan progress.
- Come back with update on RFP for the Fire Master Plan

**ITEMS TO TAKE TO THE BOARD OF DIRECTORS**

- Work Plan
- RFP for the Fire Master Plan consultant search


**MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF**

**ADJOURNMENT** Motion by DW. 2<sup>nd</sup> by EA. Meeting adjourned at 6:49 pm

Conformed Agenda Prepared by:

  
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André Pichly, General Manager  
Board Secretary

Conformed Agenda Approved by:

  
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Director Eric Aiston, Chair  
Fire & Emergency Services Committee