



**CACHAGUA FIRE PROTECTION DISTRICT  
MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
December 11, 2013  
USFS CARMEL RIVER STATION  
NASON RD., CARMEL VALLEY**

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The meeting was called to order at 7:07 p.m. by Bob Eaton.

1. ROLL CALL: Don Bonsper, Bob Eaton, Rod Lambert
2. APPROVAL OF MINUTES:
  - .1 The minutes of the regular meeting of November 13, 2013 were approved as submitted. Motion to approve minutes Bonsper; Eaton second; motion carried.
3. PUBLIC COMMENT: none

SCHEDULED ITEMS:

4. CONSENT CALENDAR: District Treasurer, Don Bonsper, reported that he has been reviewing all invoices monthly. In addition, he gets a monthly Revenue and Expense Statement. Correspondence consisted of the annual Volunteer Assistance agreement to be signed after adoption.

5. STAFF REPORTS:

.01 Cachagua Volunteers: no report.

.02 Chief's Report: There were 9 incidents in November, 2013 and the total training hours were 135 for the month.

The Chief reported current account balances as of November 30, 2013. The checking account balance is \$41,643; savings is \$55,854; and the CD is \$196,504. Total for all accounts is \$294,002. Additionally, there have been two payments received for the Tassajara Fire for a total of about \$9,100. There is a payment of \$4,527 still outstanding.

What has been accomplished so far on the audit was forwarded to Board members for review. The Chief expects the entire audit to be completed soon.

The website is progressing as Eric has time. The Board discussed how grateful they are to Eric Walters for all of the work he has done and is still doing for the district.

STAFF REPORTS, Chief's Report, continued

The Chief further reported that a few of the SOPs are done - the project is progressing. There has been no further change, however, to the Class B license progress.

Motion to approve staff reports Eaton; Lambert second; motion carried.

6. ACTION CALENDAR:

- .01 The Board discussed Resolution 2013-2, the Volunteer Firefighter's Assistance Grant, in which the State matches funds with the district. The resolution includes an agreement with the State of California for the grant. This year the grant is for \$5,000 - they pay half. Motion to approve Resolution 2013-2 Eaton; Bonsper second; motion carried.
- .02 The Board briefly discussed roles of the department and district. It was explained that the District, which receives the benefit assessment for services in our area, is run by the Board, which hires the Chief. The department (all of the firefighters) work for the Chief. The Board of the District oversees the activities of the fire department. The Association was formed and incorporated for the firefighters to have a voice. It is separate from the district and holds separate funds, which the firefighters fund raise to earn. Commissioner Bonsper would like more insight into the operations of the department, so he better understands what is needed in order to provide the best oversight. The Chief offered to help with any questions he has.
- .03 The Board discussed the end-of-year recognition of firefighters. The Chief would like to do a "Firefighter of the Year" award as well. The Board approved \$750 out of the district budget to cover awards. Motion Bonsper; Eaton second; motion carried.
- .04 The Board discussed the year-to-date status of the budget. Commissioner Bonsper announced that the budget is in line, with a few exceptions (such as medical expense). It was determined to look at the coding of some of the expenses as they did not appear to be correct.
- .05 The District Christmas Party will be held on December 21<sup>st</sup>, at Bob's barn. Motion to approve Eaton; Lambert second; motion carried.
- .06 Motion to approve the Santa Delivery on December 24<sup>th</sup>, Bonsper; Eaton second; motion carried.

ACTION CALENDAR, continued

- .07 Battalion Chief Del Valle presented an offer by James Hill (North Tree Enterprises, Inc.) for use of radio frequency that would allow Cachagua units to talk to each other throughout the entire district. There is no charge for the use of the frequency, so does not require Board approval. The Chief will sign the agreement.
  - .08 The Board discussed the discretionary amount that can be spent on items outside of budgeted operation costs, without the approval of the Board. The item will be considered at the next meeting.
7. PENDING ITEMS: There were no changes to any of the pending items. Commissioner Bonsper noted that he thinks it would be nice to put what actually happened at the training sessions, as opposed to what was scheduled. This would allow the year end schedule to reflect what has actually been done. The Chief agreed to check with Eric about the update.
- 8 ADJOURNMENT: The meeting adjourned at 7:53 p.m. The next regular meeting will be held on January 8, 2014.