

FIG GARDEN FIRE PROTECTION DISTRICT

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FIG GARDEN FIRE PROTECTION DISTRICT Board of Directors – Regular Meeting Minutes June 13, 2024, 5:30PM Station 20 – 4537 N Wishon

BOARD MEMBERS PRESENT: Louis Linney, Larry Fortune
BOARD MEMBERS ABSENT: Richard Caglia
CITY OF FRESNO: Billy Alcorn, Fire Chief (via phone)
Devin McGuire, Deputy Chief
Timothy Fulmer, Battalion Chief
Christy Cronin, Senior Management Analyst
OTHERS: Jasmine Logee, Auditor Price Paige & Company

The meeting was called to order at 5:35 p.m. by Board Member Linney.

1. Board of Directors Minutes – March 28, 2024

- **MOTION:** Board Member Fortune motioned to adopt the minutes of March 28, 2024; seconded by Board Member Linney. Motion carried
- Ayes: Linney, Fortune
- Nays: none

2. Public Commentary

- None

3. Board Member Comments/Updates

- Board Member Fortune gave an update on the possibility of having a joint mailbox made for the Fig Garden Fire Protection District, Fig Garden Police Protection District and Fig Garden Homeowners Association. For a 5'x5' cinder block structure he was quoted \$53,000. The board decided to explore other options
- Board Fortune gave an update regarding his research on bylaws. He stated he has found about 5 that he believes are similar to the district but is going to continue to look. Chief McGuire offered to provide some references. Chief Alcorn stated he also has pulled 5 or 6. Board Member Fortune and Chief Alcorn will form a subcommittee to research and provide something for the board to consider.

4. FY 2023 Audited Financial Statements

- Auditor Jasmine Logee presented the audited financial statements and answered board member questions.
- The District received a material weakness finding that relates to the timing that transactions are posted in Quickbooks (bank reconciliation) and the time they clear at the County. A corrective action plan was presented, and the District received a clean audit report.

5. Website Update

- SMA Cronin pulled up the FGFPD website to review the changes that have been made. New pictures replaced old ones, board member photos were added/updated, and announcements have been posted.

6. Increase number of board members

- Legal council previously advised that steps that needed to occur to increase the number of board members would need to be completed no later than 100 days prior to the November 5 election. That deadline would count back to July 27.
- Current legal council is unable to assist so Board Member Fortune requested permission to reach out to alternate council. He suggested Ken Price of Baker, Manock & Jensen. Board Member Linney agreed.

7. Weed Abatement

- This meeting was the first of two scheduled for weed abatement resolution. There have been no properties cited. The second meeting for weed abatement scheduled for July 11 will be cancelled.

8. Adoption of Resolution 2024-02

- Resolution 2024-02 regarding the intent to levy a special assessment on the tax roll for fiscal year 2024-2025 was presented.
- **MOTION:** Board Member Fortune motioned to adopt resolution 2024-02 as presented; seconded by Board Member Linney. Motion carried
 - Ayes: Linney, Fortune
 - Nays: none

9. Fiscal Year 2024-2025 Proposed Budget

- SMA Cronin presented the FY 2025 proposed budget and answered board member questions.
- **MOTION:** Board Member Fortune motioned to adopt the proposed budget as presented; seconded by Board Member Linney. Motion carried
 - Ayes: Linney, Fortune
 - Nays: none

10. 2024 Election

- Two seats are up for election at the November 5, 2024 General Election

11. Financial Update/Fiscal Reports

- SMA Cronin presented the PNL and balance sheet reports ending 05/31/24
- The following annual County of Fresno documents were signed:
 - a. Organization datasheet
 - b. Signature authorization
- The following invoices and transfer memo were signed:
 - a. Invoice FY24-02 – City of Fresno \$583,836
 - b. Invoice 33403 – Price Paige & Company \$2,295
 - c. Invoice 33635 – Price Paige & Company \$3,745
 - d. Invoice 932 – Meggin Boranian \$950
 - e. Invoice 926 – Meggin Boranian \$325
 - f. Annual GF transfer to CF - \$44,251.38

12. Fire Chief Updates

- Deputy Chief McGuire presented the following updates:
 - a. Station 20 call statistics for the period 01/01/24 – 05/31/24
 - b. Hot temperatures mean busy days. The Fresno Fire Department has been extremely busy. In a single day, the department responded to 20 vegetation fires. The department is in meetings with Cal Trans to discuss the freeway fires. Fresno Fire also assisted North Central Fire Protection District with a large fire.
 - c. The City of Fresno is amid budget. The Fire department was asked to cut 3.5 million dollars
 - d. With Fireworks season upon us, if there are any issues, Chief McGuire encouraged members to reach out to fire headquarters. Board Member Linney inquired if there would be a task force this year on the fourth. The Investigations division is working on it and the department plans to upstaff.

13. 2024 Scheduled Board Meetings

- September 12, 2024 - Quarterly Meeting
- December 12, 2024 - Quarterly Meeting

14. Adjournment

- **MOTION:** Board Member Linney motioned to adjourn the meeting at 7:28 p.m.; seconded by Board Member Fortune. Motion carried.
 - Ayes: Linney, Fortune
 - Nays: none