



# **BEN LOMOND FIRE PROTECTION DISTRICT AGENDA of the BOARD OF DIRECTORS**

**Wednesday March 15, 2023 at 9:00 AM**  
**Ben Lomond Firehouse, 9430 Hwy 9, Ben Lomond, California**  
**Telephone: 831-336-5495 Fax: 831-336-0300**  
**blfdchief@benlomondfd.com is inviting you to a Meeting**

The Board meeting agenda and all supporting documents are available for public review at 9430 Hwy 9, Ben Lomond, CA, 72 hours in advance of a scheduled board meeting.

District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible, but at least two days prior to the meeting.

## **CALL TO ORDER**

## **FLAG SALUTE/MOMENT OF SILENCE**

## **ROLL CALL**

President Director Lisa Hill, Director (Vice) Sean Castagna, Director Dave Bingham  
Director Glen Cady and Director Tom Maxson Fire Chief Stacie Brownlee

## **REGULAR MEETING- Call TO ORDER**

## **OPEN TIME FOR PUBLIC EXPRESSION**

Please observe a three minute time limit

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a more lengthy presentation or Board deliberation will be considered for placement on the agenda for discussion at a future meeting. There will also be an opportunity to comment on action items, following Board discussion and before any action is taken. The Board asks anyone who speaks to state their name.

## **DIRECTOR MATTERS/AGENDA AMENDMENTS**

Directors may report on their activities and meetings.

Any changes to the agenda may be made at this time.

## **CHIEF'S REPORT**

The Fire Chief will report on the district's business activities and operations.

## **COMMUNICATIONS –**

## **BOARD CALENDER EVENTS Ethics/ Form 700**

## **CONSENT CALENDAR ITEMS**

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person.

1. Approval of Minutes February 15, 2023
  - 1.1 Regular Meeting of March 15, 2023
2. Approval of Expenditures for March 15, 2023
  - 2.1 Paid bills in the amount of \$ 18,203.29
  - 2.2 Paid Payroll in the amount of \$ 14,053.76

**Old BUSINESS**

1. Upstairs (Discussion/Action)  
**Key discussion points:** No Report  
**Decision(s) made:**  
**Action items and assignee(s)**
  
2. Brookside Property (Discussion/Action)  
**Key discussion points:** No offers  
**Decision(s) made:**  
**Action items and assignee(s)**
  
3. Mill St. (Discussion/Action)  
**Key discussion points:** No Report  
**Decision(s) made:**  
**Action items and assignee(s)**
  
4. SOP Review  
**Key discussion points:** SOP#1110 No changes, SOP#1120  
**Decision(s) made:**  
**Action items and assignee(s)**
  
5. Pierce 2002 Donated by Millbrae  
**Key discussion points:** All most in service  
**Decisions made:**  
**Action Items and assignees:**
  
6. LAFCO  
**Key discussion points:** No Report  
**Decisions made:**  
**Action Items and assignees:**
  
7. Apparatus Room Doors  
**Key discussion points:** No Report  
**Decisions made:**  
**Action Items and assignees:**
  
8. Landscaping  
**Key discussion points:** Asked Jeff to redraw stairs  
**Decisions made:**  
**Action Items and assignees:**
  
9. Budget Items Expenditures  
**Key discussion points:**  
**Decisions made:**  
**Action Items and assignees:**

## **NEW BUSINESS**

1. Arden Property  
**Key discussion points:**  
**Decisions made:**  
**Action Items and assignees:**
  
2. Copy of Payroll Schedule  
**Key discussion points:**  
**Decisions made:**  
**Action Items and assignees:**
  
3. Resolution 2023-02 FDAC Name Change  
**Key discussion points:**  
**Decisions made:**  
**Action Items and assignees:**

## **CLOSED SESSION**

At any time during the regular meeting, the Board may adjourn to a closed session to consider land negotiations, litigation, and personnel matters or to discuss with legal counsel matter within the attorney-client privilege. Chiefs Review. Authority; Gov. Code Section Code §54956.8, 54956.9, and 54957:

## **INFORMATION/FUTURE MEETINGS**

Items of a general nature that the staff wishes to bring to the attention of the Board, and any future agenda items.

Scheduling of future meetings

Regular Meeting –April 19, 2023

## **ADJOURNMENT**



# BEN LOMOND FIRE PROTECTION DISTRICT

## Board Meeting

Minutes Regular Board Meeting

Wednesday, February 15, 2023 at 9:00 AM

Ben Lomond Firehouse, 9430 Hwy 9, Ben Lomond, California

Telephone: 831-336-5495 Fax: 831-336-0300

### Roll Call

**Directors Present:** Chairperson Director Hill, Director, Director Castagna Director Maxson, Director Bingham, Director Cady

**Fire District Staff:** Fire Chief Brownlee

**Absent: Director**

**Also Present:**

**FLAG SALUTE/MOMENT OF SILENCE**

**ROLL CALL**

**Call to Order**

**CALL TO ORDER BOARD REGULAR BOARD MEETING**

The meeting of the Board of Directors of the Ben Lomond Fire Protection District was held on Wednesday, February 15, 2023, Chairperson Hill called the meeting to order at 9:00 AM.

**OPEN TIME FOR PUBLIC EXPRESSION**

Please observe a three-minute time limit

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board deliberation will be considered for placement on the agenda for discussion at a future meeting. There will also be an opportunity to comment on action items, following Board discussion and before any action is taken. The Board asks anyone who speaks to state their name.

**PUBLIC EXPRESSION-** None

**DIRECTOR MATTERS/AGENDA AMENDMENTS-**

Directors may report on their activities and meetings.

Any changes to the agenda may be made at this time.

**CHIEF'S REPORT**

The Fire Chief will report on the district's business activities and operations.

**COMMUNICATIONS –** None

**BOARD CALENDAR EVENTS-** Ethics/700 Form

**COMMITTEE REPORTS-** None

Directors may report on committee activities and meetings

### CONSENT CALENDAR ITEMS

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person.

1. Approval of Minutes January 18, 2023
    - 1.1 Regular Meeting of February 15, 2023
  2. Approval of Expenditures for January 18, 2023
    - 1.1 Paid bills in the amount of \$105,666.31
    - 1.2 Paid Payroll in the amount of \$13
- Approval of Consent Calendar Items

Motion was made by Director Maxson seconded by Director Bingham to approve all Consent Calendar items.

Ayes: Chairperson Director Maxson, Director Castagna, & Director Hill, Director Cady and Director Bingham

Noes: None

Abstain: None

Absent: None

## Old BUSINESS

1. Upstairs (Discussion/Action)  
**Key discussion points:** None  
**Decision(s) made:** None  
**Action items and assignee(s)**
  
2. Brookside Property (Discussion/Action)  
**Key discussion points:**  
**Decision(s) made:** Tree removal possibly Board decided to sit on it for a while  
**Action items and assignee(s)**
  
3. Mill St. (Discussion/Action)  
**Key discussion points:**  
**Decision(s) made:** Director Castagna advised the Board that the building demo had been voided. Board would like clarification on this  
**Action items and assignee(s)** Chief will email County to get clarification
  
4. SOP Review  
**Key discussion points:** SOP# 1110  
**Decision(s) made:** No changes to SOP#1100  
**Action items and assignee(s)**
  
5. Pierce 2002  
**Key discussion points:**  
**Decisions made:** None  
**Action Items and assignee(s)**
  
6. LAFCO  
**Key discussion points:** No report  
**Decisions made:**  
**Action Items and assignees:**
  
7. Apparatus Room Doors  
**Key discussion points:**  
**Decisions Made:** Waiting for quote on the doors and the building  
**Action Items and assignees:**
  
08. Landscaping  
**Key discussion points:** None  
**Decisions Made:** Chief will email new drawings  
**Action Items and assignees:**

**09. Code Adoption Resolution 2023-01**

**Key discussion points:** None

**Decisions Made:** Board approved Resolution

**Action Items and assignees:**

Motion was made by Director Bingham seconded by Director Cady to approve Resolution 2023-01  
2022 Fire Code Adoption

Ayes: Chairperson Director Maxson, Director Castagna, & Director Hill, Director Cady and  
Director Bingham

Noes: None

Abstain: None

Absent: None

**New Business**

**1. Budget Items Expenditure**

**Key discussion points:** Check Off sheet, 6-month review of budget

**Decisions made:** Board in length discussed fiduciary responsibility in Chief having the  
ability to purchase items that are ear marked in the budget that the Board has approved.

**Action Items and assignee(s)** Board will table for next meeting.

**2. LAFCO Elections**

**Key discussion points:**

**Decisions made:** Board made their choice

**Action Items and assignee(s)** Chief will email ballot to LAFCO

**CLOSED SESSION-**

At any time during the regular meeting, the Board may adjourn to a closed session. The Board  
moved to close session to discuss salary increase for Fire Chief. Authority; Gov. Code Section  
Code §54956.8, 54956.9, and 54957:

**INFORMATION/FUTURE MEETINGS**

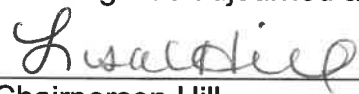
Items of a general nature that the staff wishes to bring to the attention of the Board, and any  
future agenda items. Arden Property, Pay Schedule

**FUTURE MEETINGS**

Regular Board Meeting – March 15, 2023

**ADJOURNMENT**

The meeting was adjourned at 10:30 AM

ATTEST:   
Chairperson Hill

  
Stacie Brownlee, Secretary

**BEN LOMOND FIRE PROTECTION DISTRICT  
OF SANTA CRUZ COUNTY**

**Date: March 15, 2022**

**To: County Auditor, Controller**

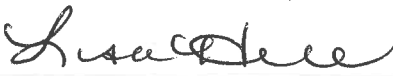
**From: Laurie Dennis (831) 336-5495**

**Subject: Approved Bills for Payment Transmittal**

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Vendor bills have been approved for payment out of district funds totaling an amount of  
**\$ 18,203.29** .

These payments were approved by the Board of Directors during their meeting on  
**March 15, 2022** .

Signed 

Signed 

Signed 

Signed 

Signed 

# CLAIMS BY VENDOR

02/15/2023

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
CALIFORNIA DEPT OF TAX & FEE ADMIN	/ /	62888	Use Tax - for 2022 purchases	\$343.00	<input type="checkbox"/>
FDAC EBA	/ /	53010	Monthly insurance premiums for March 2023	\$132.19	<input type="checkbox"/>
SILKE COMMUNICATIONS	/ /	61721	2@ cable remote mnt 17' (part of original radio order)	\$222.73	<input type="checkbox"/>
THE POLICE AND SHERIFFS PRESS, INC	/ /	61110	ID Cards- A Marks	\$17.60	<input type="checkbox"/>
				<b>Total</b>	\$715.52

# CLAIMS BY VENDOR

03/01/2023

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
EMT CERTIFICATION FUND / EMSA	//	62826	EMT program - renewal C Cunningham #E145642	\$37.00	<input type="checkbox"/>
IHWY, LLC	//	62381	Web hosting / Mail Accts for March 2023	\$72.50	<input type="checkbox"/>
L.N. CURTIS & SONS	//	61721	E2210- final order of hose- 12 @ 2.5" X 50' red hose	\$4,180.89	<input type="checkbox"/>
PUBLIC AGENCY RETIREMENT SERVICES	//	52015	PARS administrator services for month ending 12/31/22	\$300.00	<input type="checkbox"/>
SANTA CRUZ CO - HSA	//	62826	EMS Program - renewal C Cunningham #E145642	\$100.00	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	61731	Fuels and parts for chainsaws	\$309.82	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	61846	station maintenance- power strip, tape, connectors, paint	\$196.70	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	62826	Training door prop, supplies	\$152.84	<input type="checkbox"/>
SILKE COMMUNICATIONS	//	61731	4 @ cable remot mnt - for the new radios prev. received.	\$437.43	<input type="checkbox"/>
STREAMLIGHT	//	61731	Litebox battery, E-flood model	\$31.57	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61721	Main account bill- E2211 flashlight battery	\$25.06	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61310	Main account bill- food items 5th Tuesday	\$718.20	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61920	Main account bill- medical supplies / splints, pulse oximeters, shears and scissors	\$203.68	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61110	Main account bill- PPE name tags, replacement straps for SCBA masks	\$328.59	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	62221	Main account bill- shipping and postage fees	\$57.80	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	63070	Main account bill- SLV Water and PG&E billings (incl corrected billing amounts)	\$5,966.31	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	63070	Main account bill- SLV Water billing for Arden	\$45.01	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	63070	Main account bill- SLV Water billing for Brookside	\$45.01	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	62219	Main account bill- softwares/ Adobe, backup	\$41.60	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61221	Main account bill- Verizon, HULU and Comcast billings	\$1,028.12	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61721	Main account bill- Zodiak 6 gallon fuel tank bladder	\$1,512.99	<input type="checkbox"/>

**CLAIMS BY VENDOR**

03/08/2023

*Filter: (Open Claims Only) (Pre-Approved Excluded)*

<b>Vendor</b>	<b>Claim Date</b>	<b>GL Obj</b>	<b>Message</b>	<b>Amount</b>	
<b>GL Key: 680600</b>					
GREENWASTE RECOVERY INC	/ /	61425	Garbage & Recycle jfor 02/01-02/28/23	\$135.78	<input type="checkbox"/>
GROSS, RUSSELL E. , REAL ESTATE, INC.	/ /	62381	Property Managment - Henfling's Tavern for March 2023	\$157.50	<input type="checkbox"/>
OREILLY AUTOMOTIVE STORES INC	/ /	61721	C2201 service supplies (air filter, oil filter, motor oil)	\$127.09	<input type="checkbox"/>
OREILLY AUTOMOTIVE STORES INC	/ /	61721	C2203- service supplies (air filter, motor oil, oil filter)	\$127.09	<input type="checkbox"/>
SANTA CRUZ CO PUBLIC WORKS	/ /	61425	Dump fees- January 2023	\$36.50	<input type="checkbox"/>
THE POLICE AND SHERIFFS PRESS, INC	/ /	61110	ID Cards- 6 (Marks, Ruff, Hill, Morabito, Giannini, Alves)	\$93.05	<input type="checkbox"/>
WEX BANK	/ /	62920	Shell Card billing - Fuel charges	\$1,019.64	<input type="checkbox"/>
				<b>Total</b>	\$1,696.65

**Board Mtg. - Vendor Totals  
March 15, 2022**

<b>Vendor Claim Sheets</b>	<b>\$ Amount</b>	<b>Date</b>
Page 1 total	\$715.52	15-Feb-23
Page 2 total	\$15,791.12	1-Mar-23
Page 3 total	\$1,696.65	8-Mar-23
<b>Grand Total Vendor Claims</b>	<b>\$18,203.29</b>	

**TOTALS**

**PAYROLL SD 02**  
**PAY PERIOD #04**  
**GL KEY# 680600**

**Beg Date: 02/04/23**

**ATTN: Auditor-Controller**  
**End Date: 02/17/23**

EMPLOYEE #	NAME	PAY RATE	PAY TYPE	KEY CODE	HOURS	SALARY / TOTAL PAY
800973	Stacie Brownlee	\$42.82	SALARY	888	0.00	\$3,425.60
			Health Benefit Stipend	ILB	0.00	\$461.54
			VACATION	011	0.00	\$0.00
			SICK	022	0.00	\$0.00
803033	Laurie Dennis	\$31.99	REGULAR HOURS	888	31.50	\$1,007.69
			SICK	022	0.00	\$0.00
<b>DUTY CHIEF</b>						
<b>EMPLOYEE #</b>						
800494	Mike Ayers	\$50.00	PER SHIFT	888	0.00	\$350.00
800493	Mark Brown	\$50.00	PER SHIFT	888	0.00	\$350.00
		\$50.00	PER SHIFT	888	0.00	\$0.00
		\$50.00	PER SHIFT	888	0.00	\$0.00
		\$50.00	PER SHIFT	888	0.00	\$0.00
<b>DAY WORKER- STATION</b>						
<b>EMPLOYEE #</b>						
803608	Tyler Dawson	\$20.00	HOURLY	888	32.00	\$640.00
803842	Garrett Fisher	\$20.00	HOURLY	888	40.00	\$800.00
803879	Kevin Giannini	\$20.00	HOURLY	888	8.00	\$160.00
		\$20.00	HOURLY	888	0.00	\$0.00
		\$20.00	HOURLY	888	0.00	\$0.00
		\$20.00	HOURLY	888	0.00	\$0.00
		\$20.00	HOURLY	888	0.00	\$0.00

Prepared by

*Laurie Dennis* 2/15/23  
 DATE

Pay Type	Hours	Dollars
REGULAR HOURS	31.50	\$6,733.29
VACATION	0.00	\$0.00
Health Benefit Stipend	0.00	\$461.54
SICK	0.00	\$0.00

**Payroll Batch Control**

Employees 7  
 Line Entries 8  
 Total Reg. & Special Hours 31.5  
 Total Regular & Special Amounts \$7,194.83



<b>TOTAL</b>	<b>31.50</b>	<b>\$7,194.83</b>
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51000 Regular Pay	\$6,733.29
51015 Sick Pay	\$0.00
51010 Volunteer Pay	\$0.00
53010 Emp Ins & Ben	\$461.54
<b>Total</b>	<b>\$7,194.83</b>

0.00 \*  
 7,194.83 +  
 1,007.69 -  
 6,187.14 \*

**PAYROLL SD 02**  
**PAY PERIOD #05**  
**GL KEY# 680600**

**Beg Date: 02/18/23**

**ATTN: Auditor-Controller**  
**End Date: 03/03/23**

EMPLOYEE #	NAME	PAY RATE	PAY TYPE	KEY CODE	HOURS	SALARY / TOTAL PAY
800973	Stacie Brownlee	\$42.82	SALARY	888	0.00	\$3,425.60
			Health Benefit Stipend	ILB	0.00	\$461.54
			VACATION	011	0.00	\$0.00
			SICK	022	0.00	\$0.00
803033	Laurie Dennis	\$31.99	REGULAR HOURS	888	21.00	\$671.79
			SICK	022	0.00	\$0.00
<b>DUTY CHIEF</b>						
<b>EMPLOYEE #</b>						
800494	Mike Ayers	\$50.00	PER SHIFT	888	0.00	\$450.00
801757	Matt Sanders	\$50.00	PER SHIFT	888	0.00	\$250.00
		\$50.00	PER SHIFT	888	0.00	\$0.00
		\$50.00	PER SHIFT	888	0.00	\$0.00
		\$50.00	PER SHIFT	888	0.00	\$0.00
<b>DAY WORKER- STATION</b>						
<b>EMPLOYEE #</b>						
803608	Tyler Dawson	\$20.00	HOURLY	888	32.00	\$640.00
803842	Garrett Fisher	\$20.00	HOURLY	888	48.00	\$960.00
		\$20.00	HOURLY	888	0.00	\$0.00
		\$20.00	HOURLY	888	0.00	\$0.00
		\$20.00	HOURLY	888	0.00	\$0.00
		\$20.00	HOURLY	888	0.00	\$0.00
		\$20.00	HOURLY	888	0.00	\$0.00

Prepared by

*Laurie Dennis* 02/01/23  
 DATE

Pay Type	Hours	Dollars
REGULAR HOURS	21.00	\$6,397.39
VACATION	0.00	\$0.00
Health Benefit Stipend	0.00	\$461.54
SICK	0.00	\$0.00

**Payroll Batch Control**

Employees 6

Line Entries 7

Total Reg. & Special Hours 21.0

Total Regular & Special Amounts \$6,858.93



<b>VOLUNTEER PAY</b>		\$0.00
<b>TOTAL</b>	<b>21.00</b>	<b>\$6,858.93</b>

0.00 \*  
 6,858.93 +  
 671.79 -  
 6,187.14 \*

51000 Regular Pay	\$6,397.39
51015 Sick Pay	\$0.00
51010 Volunteer Pay	\$0.00
53010 Emp Ins & Ben	\$461.54
<b>Total</b>	<b>\$6,858.93</b>



## **Ben Lomond Fire Protection District**

**Post Office Box 27, Ben Lomond, California 95005**

**Telephone: 831-336-5495 Fax: 831-336-0300**

<b>TO:</b>	<b>Board of Directors</b>	<b>FROM:</b>	<b>Stacie Brownlee Fire Chief</b>
<b>SUBJECT:</b>	<b>Chief's Report</b>	<b>DATE:</b>	<b>03/15/2023</b>
	<b>Approved</b>	<b>Date</b>	

### **Correspondence**

#### **Administration**

#### **Operations**

BLFD responded to calls in 30 Feb/Mar

- Structure ( )
- EMS (12)
- Haz Mat (0)
- Vehicle Acc. (0)
- Public Service (5)
- Smoke Checks (2)
- Other, wires (11)
- Mutual Aide (11), 3 Felton, 8 Boulder
- Storm related (0)
- Wildland (0)

#### **Training**

- Structural Operation

#### **Logistic**

#### **Fire Prevention/Ed**



# Ben Lomond Fire Protection District

Post Office Box 27, Ben Lomond, California 95005

Telephone: 831-336-5495 Fax: 831-336-0300

WWW.BENLOMONDFD.COM


## BLFD - SALARY SCHEDULE

(as of 07/01/2023)

Position	Full/ Part	Hourly/Monthly/Annual	Pay Frequency
Fire Chief	Full time	Hourly Annual	\$42.82 \$89,065 bi-monthly
<b>Station Maintenance</b>			
Worker	Part time	Hourly	\$20.00 bi-monthly
<b>Administrative Assistant</b>			
	Part time	Hourly	\$31.99 bi-monthly
Duty Chief		Per shift	\$50.00 bi-monthly
Board Member		Per meeting	\$100.00 annually

### Volunteer Pay (annually) Rates eff. 01/01/23

Title	Per Call	Per Drill
Firefighter	\$16.00	\$16.00
Firefighter / EMT	\$22.00	\$22.00
Engineer	\$23.00	\$23.00
Captain	\$23.00	\$23.00
Battalion Chief	\$25.00	\$30.00

	Ben Lomond Fire Protection District	Policy #1120 Date 05/2015
	SOP GENERAL INFORMATION	TITLE: Disposal of Fire District Property Revision date

POLICY FOR THE DISPOSAL OF FIRE DISTRICT  
PROPERTY

**PURPOSE:**

The purpose of this policy is to make the steps involved in disposing of Fire District property clear.

**THE PLAN:**

- 1) Fire District Staff (Fire Chief) determines that an item of Fire District property is no longer useful to the Fire District.
- 2) Fire District Staff asks that the "Disposal of Fire District Property" be included as an agenda item at the next regular meeting of the Fire District's Board of Directors.
- 3) Fire District Staff recommends to the Fire District Board of Directors that the property is surplus and should be disposed of. At this time, details concerning the reasons for disposal should be given for the Board of Directors to consider.
- 4) The Fire District Board of Directors at this time should take action on the Staff's recommendation or to not take action. The action to take would be for a member of the Board to make motion to declare the item of property surplus. A 3 out of 5 vote is then required to pass the motion.
- 5) If the Fire District Board of Directors declares the property surplus, it would be appropriate for the Fire District Staff to recommend possible means of disposal. Such as:
  - a) Property may have value on the open market, therefore advertise the property for sale and sell to the highest offer
  - b) In the event that the property has specific Interest to the Fire Service, the property could be donated or advertised to fire agencies and bids for the property could be accepted and considered by Staff and the Board of Directors. When the property is of greater value (i.e. vehicles, SCBA's) a minimum bid should be set by the Fire District Board of Directors.
  - c) When the value of the property is low and would not be worth the effort to advertise, the property should not be sold and Staff could give it away to needy organizations.
  - d) If it is junk, take it to the dump.
- 6) Written report of what item(s) have been disposed of must be made by Fire District Staff for proper tracking of Fire District Fixed Asset Inventory.



ADDENDUM No. 1
(C.A.R. Form ADM, Revised 12/21)

The following terms and conditions are hereby incorporated in and made a part of the Purchase Agreement, OR [ ] Residential Lease or Month-to-Month Rental Agreement, [ ] Transfer Disclosure Statement (Note: An amendment to the TDS may give the Buyer a right to rescind), [X] Other Vacant Land Listing Agreement dated \_\_\_\_\_, on property known as \_\_\_\_\_ Vacant lot on Glen Arbor Road

Ben Lomond, 95005 ("Property/Premises"), in which Russell E. Gross Real Estate, Inc. is referred to as ("Becker") and Ben Lomond Fire Protection District is referred to as ("Seller/Landlord"). Buyer/Tenant and Seller/Landlord are referred to as the "Parties."

- 1. Expiration of the Listing Agreement to be extended to September 30, 2023.
2. All other terms and conditions to remain the same.

Multiple horizontal lines for additional terms and conditions.

The foregoing terms and conditions are hereby agreed to, and the undersigned acknowledge receipt of a copy of this Addendum.

Becker: Russell E. Gross Real Estate, Inc. Date 02-27-2023

it \_\_\_\_\_ Date \_\_\_\_\_

Seller/Landlord: Ben Lomond Fire Protection District Date 02-27-2023

Seller/Landlord \_\_\_\_\_ Date \_\_\_\_\_

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ADM REVISED 12/21 (PAGE 1 OF 1)

ADDENDUM (ADM PAGE 1 OF 1)

## ***Resolution 2023-02***

**RESOLUTION OF THE Ben Lomond Fire Protection District AUTHORIZING PARTICIPATION IN  
AND  
APPROVING THE AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT OF  
THE FIRE RISK MANAGEMENT SERVICES JOINT POWERS AUTHORITY**

**WHEREAS**, the Fire Agencies Self Insurance System (FASIS) was formed in 1984 for the purpose of jointly funding losses and providing risk management services to reduce such losses by and among California fire protection and community services districts; and

**WHEREAS**, the FDAC Employment Benefits Authority (FDAC EBA) was formed in 2005 to establish, operate, manage, and administer health and welfare benefit programs for the benefit of the existing and retired officers, employees and members of the legislative body of the California public agencies who are members of FDAC EBA; and

**WHEREAS**, following the exploration and in-depth analysis of a strategic partnership, the Board of Directors of FASIS and FDAC EBA directed the merger of the two programs, effective July 1, 2023, to provide comprehensive and cost-effective coverage programs through a responsive risk pool for fire service agencies; and

**WHEREAS**, FASIS and FDAC EBA have agreed that FASIS will change its name to Fire Risk Management Services (FRMS) and adopt an amended and restated joint exercise of powers agreement, and that FDAC EBA will assign its rights and liabilities to FRMS and adopt the same agreement as its own; and

**WHEREAS**, the amended and restated agreement allows FRMS to operate the programs previously operated by both FDAC EBA and FASIS, and admit members that would have been eligible to join either FDAC EBA or FASIS in the past; and

**WHEREAS**, Ben Lomond Fire Protection District is currently a member of FDAC EBA, and the Board of Directors of Ben Lomond Fire Protection District finds it in the best interest of Ben Lomond Fire Protection District to continue participating in and obtaining coverage and risk management services from FRMS; and

**WHEREAS**, FRMS requires the Ben Lomond Fire Protection District to pass a resolution expressing the desire and commitment of Ben Lomond Fire Protection District to approve the amended and restated joint exercise of powers agreement of FRMS and continue participation in FRMS, which requires a new three-year minimum participation period.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Ben Lomond Fire Protection District approves the Amended and Restated Joint Exercise of Powers Agreement for FRMS, as presented; and

# IMPORTANT: APPROVAL OF JPA AGREEMENT OF FIRE RISK MANAGEMENT SERVICES (formerly Fire Districts Association of California Employee Benefits Association (FDAC EBA))

3/2/23 1:09 PM

FRMS

From: "Melissa Feltz" <mfeltz@firebenefits.org>

To: dpinhero@alpinefire.org, ncook@amadorgov.org, mbanuelos@cityofamericancanyon.org, bschuetter@arcatafire.org, ldennis@benlomondfd.com, kgraham@bcfd.com, lillys@branciforte-fire.com, sec\_17@burneyfireems.org, admin@ccfrpd.org, ahicks@3ce.org, genaf@centralfpd.com, acortez@ci.antioch.ca.us, shayn@beaumontca.gov, vhutton@bluelake.ca.gov, delilah.vasquez@ci.ceres.ca.us, mbrown@accessduarte.com, finance@ci.ferndale.ca.us, mricci@cityofglendora.org, rwendling@cityofglendora.org, diana.hillstock@hollister.ca.gov, tbragg@jurupavalley.org, cpasallacqua@jurupavalley.org, bdavis@pvestates.org, cduran@pleasanthillca.org, ebertolino@pleasanthillca.org, emitchell@pleasanthillca.org, mroberts@cityofplymouth.org, lupee@cityofsanjoaquin.org, ctorres@cityofsanjoaquin.org, pstonebraker@sausalito.gov, llara@shafter.com, cchavolla@shafter.com, kbutler@cityofwillows.org, black@cloverdalefire.org, epfd@epfd.org, freemank@eldofire.com, ldennis@feltonfire.com, lwinburn@fortunafire.com, cglass@fortunafire.com, lmccormick@goldridgefire.org, melindahappyvalleyfire@gmail.com, wonn@haywardrec.org, Arij@haywardrec.org, wonl@haywardrec.org, admin@higginsfire.org, knavarro@kelseyvillefire.com, MRivas@lakecountyfire.com, kdagostino@lakesidefire.org, strompeterrolon@lakesidefire.org, kristenb@lindafire.org, KristenA@lindafire.org, judyp@lindafire.org, caroline@mlfd.ca.gov, lundin@ntfire.net, accounting@mokehillfire.org, lcoose@mokelumnefire.org, therring@goldridgefire.org, crussell@mofd.org, murfire@comcast.net, lsanderlin@nvta.ca.gov, nicolelong@nccfire.com, Kelly.Dekneef@northcentralfire.org, CJuul@ncfire.org, carolina.bravo@ncfpd.org, districtmanager@nsjfire.org, info@montereycountymosquito.com, aturbeville@geyservillefire.com, gfelciano@novatofire.org, mthelen@pennvalleyfire.com, ggradin.rcsd@gmail.com, admin@rescuefiredepartment.org, sdickerson@tehamacountyrcd.org, tgrasser@rossvalleyfire.org, sacriverfire100@frontier.com, ddenczek@salidafire.com, bweber@smcmvcd.org, mleong@smcmvcd.org, rarrow@smcmvcd.org, rmulas@schellvistafire.com, awalton@scottsvallyfire.com, kwashingt@sonomacountyfd.org, hflowers@sonomacountyfd.org, macij@sonomavalleyfire.org, jenniferj@sonomavalleyfire.org, spaterson@smfd.org, FINANCE@scfpd.us, amccormick@scfpd.us, bwithrow@scfpd.us, suttercreekfire@sbcglobal.net, hrosevear@tiburonfire.org, nikiholoday@truckeeffire.org, diana.tidwell@woodbridgefire.org, j.tedder@ccfrpd.org

Cc: "Carmen Berry (cberry@firebenefits.org)" <cberry@firebenefits.org>, "Morrison, Colleen" <Colleen.Morrison@sedgwick.com>, "Brock, Stacey" <Stacey.Brock@sedgwick.com>, "Jobe, Jennifer" <Jennifer.Job@sedgwick.com>, Catherine Smith <casmith@smithmooreassoc.com>

Good afternoon, FDAC EBA Members,

The Fire Districts Association of California Employment Benefits Association (FDAC EBA) and Fire Agencies Self Insurance System (FASIS) will consolidate, effective July 1, 2023, as Fire Risk Management Services (FRMS). FRMS is a multi-line risk pool providing workers' compensation to eligible fire districts and employee benefits coverages to eligible fire districts and municipalities in California.

Attached is a memorandum from Carmen Berry, FDAC EBA Executive Director, providing information regarding the necessary written approval of the Amended and Restated JPA. Also attached are sample resolutions for use in obtaining authorization from your district's governing body to execute the Agreement for participation in FRMS, effective July 1, 2023. As noted in the memorandum, execution of the Agreement is due no later than June 20, 2023.

If you have any questions or we can provide any assistance, please don't hesitate to contact me.

Melissa Feltz



## Ben Lomond Fire Protection District

9430 Highway 9, Ben Lomond CA 95005  
831-336-5495 / fax 831-336-0300  
www.benlomondfd.com

March 15, 2023

Jim Heaney  
Planning Department  
701 Ocean ST.  
Santa Cruz CA. 95060

RE: Property at 9410 Mill Street, Ben Lomond

Jim Heaney,

Ben Lomond Fire Protection District has repeatedly reached out to the property owners and the County regarding the above-mentioned property. We are aware of the red tag that has been issued on this building 1-03-19 (APN# 07710309). Our communications addressed the condition of the property and bringing it up to compliance.

The Ben Lomond Fire Protection District Board of Directors are concerned with the hazard that this building creates to the neighboring structures and the community in the event of a fire or building failure.

At the March 15<sup>th</sup>, 2023 Board meeting the Board of Directors were informed from the Chief that the property owners are requesting an extension to correct the violations that the County has implemented on the said property at 9410 Mill Street in Ben Lomond. The Ben Lomond Fire Protection Board of Directors feel strongly that the safety issues with the building should not be put off any longer. Therefore the Board is concerned about any extension that would be granted.

Board of Directors, Ben Lomond Fire Protection District

Signature by Board Chairperson Tom Maxson