



Foresthill Fire Protection District

P.O. Box 1099 Foresthill, CA 95631

Office: (530) 367-2465 Fax: (530) 367-3498

www.foresthillfire.org

DISTRICT BOARD

RICHARD HERCULES

PRESIDENT

JOHN MICHELINI

VICE PRESIDENT

CHRIS REAMS

DIRECTOR

KEITH DRONE

DIRECTOR

DERRICK PERRY

DIRECTOR

DENNIS MARTIN

FIRE CHIEF

NOTICE OF REGULAR BOARD OF DIRECTORS MEETING AND AGENDA

October 09, 2025 – 6:00pm

Director Perry may be attending the meeting by zoom due to medical illness. From 5790 Timberland Dr, Foresthill, CA 95631

Foresthill Fire Protection District Office
24320 Main Street, Foresthill, CA 95631

Written material introduced into the record: Citizens wishing to introduce written material on any item into the record at the public meeting are requested to provide a copy of the written material to the Secretary of the Board prior to the meeting date so that the material may be distributed to the Board of Directors prior to the meeting.

1. **CALL MEETING TO ORDER:**

2. **FLAG SALUTE:**

3. **ROLL CALL:**

Richard Hercules John Michelini Chris Reams Keith Drone Derrick Perry

MEETING PROCEDURES: All items on the agenda will be open for public comment before final action is taken. Speakers are requested to restrict comments to the item as it appears on the agenda and stay within a five-minute time limit. The President has the discretion of limiting the total discussion time for an item. As a courtesy to others, please wait to be recognized by the President before comment. Turn off cell phones and any other distracting devices.

4. **AGENDA APPROVAL:** Board Action may be taken on any item on this agenda.

5. **PUBLIC COMMENT:** This is the time for any member of the public to address the Board of Directors on any matter NOT on the agenda that is within the subject matter jurisdiction of the district. Directors and staff are limited by law to brief responses and clarifying questions. There will be no votes on non-agenda items. Concerns may be referred to staff or placed on the next available agenda. Each person commenting must state their name for the record. Comments shall be limited to three minutes per person, or such other time limit as may be imposed by the President.

6. **CONSENT ITEMS:**

a) Approval of minutes

I. September 11, 2025 -Regular Board of Directors meeting

b) Financial Documents

I. FM 3

7. **FIRE CHIEF OPERATIONS REPORT:**

8. ACTION ITEMS:

- a) Approve purchase of portable radios and equipment

9. DISCUSSION/INFORMATIONAL ITEMS:

10. REPORTS:

- a) Finance Committee (Michelini/Perry)
- b) Strategic and Long Range Plan Committee (Hercules/Michelini)
- c) Assets and Facilities Committee (Drone/Reams)
- d) Director's Reports

11. NON-AFFILIATED ORGANIZATION REPORTS:

- a) Foresthill Volunteer Firefighters Association
- b) Foresthill & Iowa Hill Fire Safe Council Report

12. CORRESPONDENCE:

13. OLD BUSINESS:

14. CLOSED SESSION:

- a) Real Estate Transactions \$54956.8

ADJOURNMENT

****Next Regular Meeting: THURSDAY, NOVEMBER 13, 2025 ****

Foresthill Fire Protection District is committed to accommodate individuals with disabilities to participate in the public meeting process. If you have a special need to attend or participate in our public meetings, please contact our office at (530) 367-2465, in advance of the meeting so that we may make every reasonable effort to accommodate you



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Foresthill Fire Protection District
Minutes of the Board of Directors Meeting
Thursday, September 11, 2025
District Administration Office
24320 Main St., Foresthill, CA 95631

1. CALL MEETING TO ORDER:

- a. Public Hearing called to order by President Hercules at 6:00 p.m.

2. FLAG SALUTE-

- a. Public Hearing- Discussion and explanation of the budget in detail by Vice President Michelini. A few questions were asked and answered. Director Perry made motion to approve the final budget, second by Director Drone, roll call vote, motion passes (5/0).

3. CALL REGULAR MEETING TO ORDER:

- a. Regular meeting called to order at 6:15pm.
- b. Moment of Silence in honor of September 11

4. ROLL CALL OF DIRECTORS:

- a. All directors were present.
- b. Chief Martin was present.

5. AGENDA APPROVAL:

- a. VP Michelini made a motion to approve the agenda as presented, second by Director Reams, motion passes (5/0).

6. PUBLIC COMMENT:

- a. Foresthill Forum member gave a heads up on the past Forum meeting regarding the new stop sign on Foresthill Rd and Gold St. Asked how it affected the Fire District.

7. CONSENT ITEMS:

- a. VP Michelini moved to approve all consent items as presented; July 10, 2025 Regular Board minutes and FM 2, second by Director Perry, motion passes (5/0).

8. FIRE CHIEF REPORT:

District Information

Staffing

- We currently have three Firefighter Paramedic vacancies as of Sept. 8th.
- Firefighter/Paramedic application process is continually open, and we are actively recruiting and holding interviews.

Incident Responses

- Total calls for service for the month of July in 2025 were 89 and 68 for the month of August
- Last year at this time – July was 94 and August was 86
- 46 of the 68 calls were EMS

- Ambulance Transports for August of 2025 – 27

Training

- 239.50 hours for the month of August.
- Monthly Training with the JOA is on-going.
- Received and set up our new Ventilation Prop in the yard of Porter Garage.
- Asst. Chief Martin, 8801, is on board and has been initiating training with the crews.

Community Risk Reduction

- August Inspections - 11 (1 LPG Rough, 1 Sprinkler Rough, 7 Defensible Space, 1 Plan Check, 1 Plan Review and 1 Annual Assembly). Approximately 95% completed with our State Mandated Inspections.

Community Interactions

- Heritage Festival was well attended

Fleet

- Type 3 Remount – Is back in quarters and in service.
- Brush 88 is in need of a Pump Throttle.
- Extra Comments- For month of September due to vacation staffing there will be no strike tams. Thanked all the crews for staffing and back fills.

9. ACTION ITEMS:

- a. Approval and adoption of the Final Budget done at the end of the Public Hearing
- b. Approval of purchase of Starlink and equipment for use with our apparatus. Chief Martin explained the fields testing they did for service in our area. This would help with our ALS system with the hospitals. Will need 5 of the units and service. Suggestion by Board to start at the basic plan not unlimited and other suggestions. VP Michelini moved to approve up to \$5,500.00 for the purchase of the Starlink hardware and up to 6 accounts of 50GB service with direction to staff to come back with report of usage with equipment to be funded from the current Capitol Improvement, second by Director Perry, roll call, passes 5/0.
- c. Approve Resolution 2025-08 to Establish the Foresthill fire Protection District's Appropriation (GANN) limit for FY 2025-2026. This is done each year and we did not go over our limit last fiscal year. Director Reams made a motion to approve Resolution 2025-08, second by Director Drone, roll call, passes 5/0.

10. DISCUSSION ITEMS:

- a. President Hercules was able to obtain a sophisticated structural listing for the Porter Garage. Will have some ideas of what needs to be done at the next board meeting.
- b. Update on CalPERS. They currently have all the information they need and are working on it.
- c. Met with the contractor to start the footings on the retaining wall soon, saved money by not doing concrete to asphalt. Should be done end of next week.

11. REPORTS

- a. Finance Committee- Final Budget adopted
- b. Strategic and Long-Range Planning- Touched base with Supervisor Gustafson regarding the assessment we sent to the County regarding our ambulance services. Collected information on Glen County and how theirs is done and sent it to Placer County. Also met with the County Sheriff, undersheriff, CEO, Supervisor, and Facilities manager

about the property swap. Toured the DCC in Grass Valley regarding the future of communications in the County for our responses. There is now a Cal Fire county fire station in Foresthill year-round for 5 years. Discussion of dispatch delays for this fire station and how it may affect our service. 2x2 meetings are ongoing. Question asked if we have applied for any other grants.

- c. Assets and Facilities- Nothing to report
- d. Directors Report- President Hercules met with the IT people to keep us up to date. Working with Sebastian for our alarm system and phone system.

12. NON-AFFILIATED ORGANIZATION REPORTS:

- a. Foresthill Volunteer Firefighters Association- No total yet from the Sale, approx. \$20,000 deposited prior to costs taken out.
- b. Foresthill & Iowa Hill Fire Safe Council Report- No report

13. CORRESPONDENCE:

- a. None

14. OLD BUSINESS:

- a. None

15. CLOSED SESSION

- a. None

16. ADJOURNMENT

- a. Meeting adjourned by President Hercules at 7:21p.m.

Respectfully Submitted:



Shonne Epperly-Elgin,
Administrative Assistant



Foresthill Fire Protection District
Financial Report
September, 2025
Fiscal Year 2025-2026
Month 3
25% FY Elapsed

Budget vs. Actual 1

Ambulance Revenue is through 8/31

Income through 8/31

Expense through 9/30

Treasury and Bank Account Balances 8

Treasury Accounts Through 8/31

Bank Account Through 9/30

Total Expenses, FM 3: \$248,020.83

Foresthill Fire Protection District
Budget vs. Actual
July through September 2025
25% FM Elapsed

	<u>Jul - Sep 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
40000 · Property Tax Income				
40010 · TAXES-Current Secured Property	0.00	0.00	0.00	0.0%
40040 · TAXES-Railroad Unitary Property	0.00	0.00	0.00	0.0%
40050 · TAXES-Unitary & Op Non-Unitary	0.00	0.00	0.00	0.0%
40060 · TAXES-Current Unsecured Propert	40.38	0.00	40.38	100.0%
40070 · TAXES-Delinquent Secured	0.00	0.00	0.00	0.0%
40090 · TAXES-Delinquent Unsecured	5.72	0.00	5.72	100.0%
40100 · TAXES-Current Supplemental	232.47	0.00	232.47	100.0%
40110 · TAXES-Delinquent Supplemental	1.22	0.00	1.22	100.0%
40180 · Other Taxes	0.00	18.58	-18.58	0.0%
Total 40000 · Property Tax Income	279.79	18.58	261.21	1,505.87%
42010 · Interest Income - General/Op	9,943.84	40,000.00	-30,056.16	24.86%
44350 · Homeowners Tax Relief	0.00	2,939.62	-2,939.62	0.0%
45000 · Ambulance Revenue				
45100 · Service Fees	340,624.77	2,040,071.26	-1,699,446.49	16.7%
45200 · Write Downs	-208,862.52	-1,420,182.52	1,211,320.00	14.71%
45400 · Collection Recovery Revenue	27.47	0.00	27.47	100.0%
Total 45000 · Ambulance Revenue	131,789.72	619,888.74	-488,099.02	21.26%
46030 · Direct Charges				
46031 · Measure M (2004)	0.00	446,354.92	-446,354.92	0.0%
46032 · Measure B (2019)	0.00	869,730.52	-869,730.52	0.0%
Total 46030 · Direct Charges	0.00	1,316,085.44	-1,316,085.44	0.0%
46120 · Development Fees				
46121 · Investment Income	292.63	2,000.00	-1,707.37	14.63%
46122 · Mitigation/Development Fees	14,279.37	20,000.00	-5,720.63	71.4%
Total 46120 · Development Fees	14,572.00	22,000.00	-7,428.00	66.24%
47000 · Other Revenue				
47010 · Donations	2,000.00	500.00	1,500.00	400.0%
47100 · PCWA Middle Fork Contract	0.00	24,000.00	-24,000.00	0.0%
47200 · Special Events	2,866.00	4,000.00	-1,134.00	71.65%
47250 · Prevention Inspection Fees	6,500.00	14,000.00	-7,500.00	46.43%
47300 · Report & Copy Fees	15.00	0.00	15.00	100.0%
47600 · Strike Team Revenue				
-01 · ST Revenue - Personnel	16,331.88	0.00	16,331.88	100.0%
-03 · ST Revenue-Admin Fee	0.00	0.00	0.00	0.0%
47600 · Strike Team Revenue - Other	0.00	0.00	0.00	0.0%
Total 47600 · Strike Team Revenue	16,331.88	0.00	16,331.88	100.0%
47700 · Rev Not Listed Elsewhere	0.00	0.00	0.00	0.0%
47750 · Workmans Comp Reimbursements	0.00	0.00	0.00	0.0%
47950 · Encumbered General Funds	0.00	37,910.13	-37,910.13	0.0%
49060 · Cal Card Rebate	195.44	1,000.00	-804.56	19.54%

Foresthill Fire Protection District
Budget vs. Actual
July through September 2025
25% FM Elapsed

	Jul - Sep 25	Budget	\$ Over Budget	% of Budget
47000 · Other Revenue - Other	0.00	0.00	0.00	0.0%
Total 47000 · Other Revenue	27,908.32	81,410.13	-53,501.81	34.28%
Total Income	184,493.67	2,082,342.51	-1,897,848.84	8.86%
Expense				
51000 · Salary & Benefits				
10 · Fire Chief				
49 · Life Insurance Benefits	395.01	1,520.00	-1,124.99	25.99%
58 · Medical Reimbursement	1,615.39	6,000.00	-4,384.61	26.92%
85 · Fringe Benefits	0.00	21,180.00	-21,180.00	0.0%
10 · Fire Chief - Other	27,461.70	102,000.00	-74,538.30	26.92%
Total 10 · Fire Chief	29,472.10	130,700.00	-101,227.90	22.55%
13 · Assistant Fire Chief	4,516.66	30,825.00	-26,308.34	14.65%
14 · Business Manager	12,735.19	63,523.20	-50,788.01	20.05%
16 · Admin Assistant	7,471.01	28,104.96	-20,633.95	26.58%
18 · Captains (3)	62,513.43	300,225.63	-237,712.20	20.82%
20 · Engineers (3)	63,950.93	277,173.27	-213,222.34	23.07%
24 · Firefighters	59,293.08	425,926.15	-366,633.07	13.92%
28 · Part-Time Staffing	27,079.55	74,576.30	-47,496.75	36.31%
30 · Stipend - Resident Firefighter	1,435.40	18,250.01	-16,814.61	7.87%
32 · JOA Staffing Received	0.00	0.00	0.00	0.0%
40 · Unemployment Insurance	152.15	2,100.00	-1,947.85	7.25%
42 · FICA/Medicare (6.2%) (1.45%)	35,517.33	114,359.79	-78,842.46	31.06%
50 · Healthcare - ER Contribution	19,328.63	152,400.00	-133,071.37	12.68%
52 · Retirement - ER Contribution	25,990.71	96,016.34	-70,025.63	27.07%
53 · Retire. in Lieu of Healthcare	14,820.45	0.00	14,820.45	100.0%
57 · Uniform Allowance	2,462.08	11,000.00	-8,537.92	22.38%
59 · Life Insurance - Excl Chief	0.00	551.28	-551.28	0.0%
60 · Overtime - Station Staffing	67,674.81	40,000.00	27,674.81	169.19%
62 · Overtime - Discretionary	479.72	4,000.00	-3,520.28	11.99%
64 · Overtime - Vacation Cover	12,698.49	72,501.09	-59,802.60	17.52%
66 · Overtime - Sick Leave Cover	5,957.20	54,964.73	-49,007.53	10.84%
68 · Overtime - FLSA	0.00	0.00	0.00	0.0%
70 · Overtime - JOA Staffing Given	1,697.34	15,000.00	-13,302.66	11.32%
72 · Overtime - High Risk Event	454.33	3,000.00	-2,545.67	15.14%
74 · Overtime - Training	0.00	10,000.00	-10,000.00	0.0%
75 · Overtime - Injury Backfill	0.00	0.00	0.00	0.0%
76 · Overtime - Strike Team - Reimb.	87,502.77	0.00	87,502.77	100.0%
80 · Out of Class Pay	521.33	3,500.00	-2,978.67	14.9%
Total 51000 · Salary & Benefits	543,724.69	1,928,697.75	-1,384,973.06	28.19%
61000 · Emergency Operations				
102 · Small Tools & Fire Equipment	0.00	1,550.00	-1,550.00	0.0%
103 · Miscellaneous Fire Equipment	520.08	5,000.00	-4,479.92	10.4%

Foresthill Fire Protection District
Budget vs. Actual
July through September 2025
25% FM Elapsed

	Jul - Sep 25	Budget	\$ Over Budget	% of Budget
104 · EMS Equipment	0.00	2,873.77	-2,873.77	0.0%
106 · Medical Supplies & Meds	6,625.38	43,075.00	-36,449.62	15.38%
110 · Employee Medical Cert Fees	959.19	2,300.00	-1,340.81	41.7%
112 · Fire Training Equipment	13,900.00	20,400.00	-6,500.00	68.14%
114 · Training - Fire & EMS	1,297.03	10,000.00	-8,702.97	12.97%
116 · Mutual Aid Reimb. Expenses	666.86	63.78	603.08	1,045.56%
Total 61000 · Emergency Operations	23,968.54	85,262.55	-61,294.01	28.11%
62000 · Firefighter Health & Safety				
202 · Structural & Wildland PPE	0.00	24,675.64	-24,675.64	0.0%
206 · PPE Cleaning	0.00	500.00	-500.00	0.0%
210 · Occu-Med Physicals	334.75	3,500.00	-3,165.25	9.56%
212 · Uniforms	1,576.40	5,000.00	-3,423.60	31.53%
213 · Work Boot Replacement	0.00	1,500.00	-1,500.00	0.0%
216 · Fitness Program	1,323.36	1,600.00	-276.64	82.71%
220 · PPE Repair	0.00	2,500.00	-2,500.00	0.0%
Total 62000 · Firefighter Health & Safety	3,234.51	39,275.64	-36,041.13	8.24%
63000 · Station & Grounds				
302 · Cleaning Supplies	556.69	4,000.00	-3,443.31	13.92%
308 · Building Maintenance				
310 · District Office				
.01 · Admin Annual Backflow Test	0.00	75.00	-75.00	0.0%
310 · District Office - Other	1,079.48	1,650.00	-570.52	65.42%
Total 310 · District Office	1,079.48	1,725.00	-645.52	62.58%
312 · Fire Station #88				
.02 · FS 88 Annual Backflow Test	0.00	75.00	-75.00	0.0%
312 · Fire Station #88 - Other	548.46	5,180.47	-4,632.01	10.59%
Total 312 · Fire Station #88	548.46	5,255.47	-4,707.01	10.44%
314 · Fire Station #89	0.00	390.00	-390.00	0.0%
316 · Fire Station #90				
-1 · FS 90 Major Repairs	15,400.00	0.00	15,400.00	100.0%
.04 · FS 90 Annual Backflow Test	0.00	75.00	-75.00	0.0%
316 · Fire Station #90 - Other	182.88	3,739.78	-3,556.90	4.89%
Total 316 · Fire Station #90	15,582.88	3,814.78	11,768.10	408.49%
318 · Porter Garage	3,895.00	0.00	3,895.00	100.0%
308 · Building Maintenance - Other	0.00	8,800.00	-8,800.00	0.0%
Total 308 · Building Maintenance	21,105.82	19,985.25	1,120.57	105.61%
330 · Pest Control				
331 · Admin	100.00	625.00	-525.00	16.0%
332 · FS #88	101.00	625.00	-524.00	16.16%
333 · FS #90	101.00	625.00	-524.00	16.16%
334 · FS #89	101.00	625.00	-524.00	16.16%
Total 330 · Pest Control	403.00	2,500.00	-2,097.00	16.12%

Foresthill Fire Protection District

Budget vs. Actual

July through September 2025

25% FM Elapsed

	<u>Jul - Sep 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
335 · Utilities				
340 · PG&E				
341 · Porter Garage	805.92	2,380.00	-1,574.08	33.86%
342 · Street Light	31.16	150.00	-118.84	20.77%
343 · Admin Office	1,155.65	3,900.00	-2,744.35	29.63%
344 · FS #88	2,968.29	7,888.00	-4,919.71	37.63%
345 · FS #89	105.72	560.00	-454.28	18.88%
346 · FS #90	2,176.02	6,310.00	-4,133.98	34.49%
Total 340 · PG&E	<u>7,242.76</u>	<u>21,188.00</u>	<u>-13,945.24</u>	<u>34.18%</u>
350 · Propane				
351 · FS #88	143.00	5,600.00	-5,457.00	2.55%
353 · FS #90	126.67	4,000.00	-3,873.33	3.17%
354 · Admin Ofc - Propane	0.00	2,500.00	-2,500.00	0.0%
Total 350 · Propane	<u>269.67</u>	<u>12,100.00</u>	<u>-11,830.33</u>	<u>2.23%</u>
360 · Telephones & Cell Phones				
361 · Admin Office	783.12	2,789.40	-2,006.28	28.08%
362 · FS #88	383.60	1,600.00	-1,216.40	23.98%
363 · FS #90	377.87	1,600.00	-1,222.13	23.62%
364 · Cell Phones/Data Plans	1,526.93	5,000.00	-3,473.07	30.54%
365 · Alert Radio System Phone	383.33	1,550.00	-1,166.67	24.73%
Total 360 · Telephones & Cell Phones	<u>3,454.85</u>	<u>12,539.40</u>	<u>-9,084.55</u>	<u>27.55%</u>
370 · Water				
371 · Admin Office	162.37	0.00	162.37	100.0%
373 · Gold St. Stand Pipe	280.15	0.00	280.15	100.0%
374 · FS #88	203.33	0.00	203.33	100.0%
375 · FS #90	168.39	0.00	168.39	100.0%
376 · Porter Garage	151.36	0.00	151.36	100.0%
370 · Water - Other	0.00	5,868.00	-5,868.00	0.0%
Total 370 · Water	<u>965.60</u>	<u>5,868.00</u>	<u>-4,902.40</u>	<u>16.46%</u>
Total 335 · Utilities	<u>11,932.88</u>	<u>51,695.40</u>	<u>-39,762.52</u>	<u>23.08%</u>
380 · Special Station Projects	0.00	9,575.00	-9,575.00	0.0%
63000 · Station & Grounds - Other	9.86			
Total 63000 · Station & Grounds	<u>34,008.25</u>	<u>87,755.65</u>	<u>-53,747.40</u>	<u>38.75%</u>
64000 · Fire Prevention				
404 · Community Education	0.00	250.00	-250.00	0.0%
408 · NFPA Publications	0.00	200.00	-200.00	0.0%
410 · Code Books	0.00	400.00	-400.00	0.0%
Total 64000 · Fire Prevention	<u>0.00</u>	<u>850.00</u>	<u>-850.00</u>	<u>0.0%</u>
65000 · Emergency Preparedness				
506 · Alert Radio System	0.00	250.00	-250.00	0.0%
Total 65000 · Emergency Preparedness	<u>0.00</u>	<u>250.00</u>	<u>-250.00</u>	<u>0.0%</u>
69800 · Uncategorized Items	0.00	0.00	0.00	0.0%

Foresthill Fire Protection District
Budget vs. Actual
July through September 2025
25% FM Elapsed

	<u>Jul - Sep 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
70000 · Administration				
604 · Workers' Comp	0.00	131,128.00	-131,128.00	0.0%
606 · Insurance (except W. Comp)				
606-1 · Liability	0.00	92,619.00	-92,619.00	0.0%
606-2 · Property Insurance	0.00	0.00	0.00	0.0%
606-3 · Deadly Weapon Insurance	0.00	0.00	0.00	0.0%
606-4 · Pollution Insurance	0.00	0.00	0.00	0.0%
606-5 · Cyber Insurance	0.00	0.00	0.00	0.0%
606-6 · Crime Insurance	0.00	0.00	0.00	0.0%
606 · Insurance (except W. Comp) - Other	0.00	0.00	0.00	0.0%
Total 606 · Insurance (except W. Comp)	0.00	92,619.00	-92,619.00	0.0%
608 · WPCFCA	0.00	360.00	-360.00	0.0%
610 · Assmt. Coll Charges - Measure B	0.00	8,697.31	-8,697.31	0.0%
612 · Assmt. Coll Charges - Measure M	0.00	4,463.55	-4,463.55	0.0%
616 · Election Charges	0.00	0.00	0.00	0.0%
618 · Property Tax Collection Fees	0.00	10,911.60	-10,911.60	0.0%
619 · County Admin Contract	0.00	8,689.00	-8,689.00	0.0%
620 · Postal & Shipping Charges	0.00	250.00	-250.00	0.0%
622 · Specialized Printing	69.67	1,500.00	-1,430.33	4.65%
624 · Copier Lease	575.94	2,305.00	-1,729.06	24.99%
626 · Office Equipment & Toner	245.43	1,000.00	-754.57	24.54%
628 · Meeting Expenses	1,781.84	450.00	1,331.84	395.96%
630 · Office Supplies & Services	739.35	2,000.00	-1,260.65	36.97%
632 · Legal Fees	0.00	6,000.00	-6,000.00	0.0%
634 · CPA Annual Audit	0.00	11,350.00	-11,350.00	0.0%
636 · Incident Report License SFTWR	5,790.00	6,000.00	-210.00	96.5%
638 · Accounting Expenses	2,220.00	2,100.00	120.00	105.71%
640 · Payroll Processing Fees	879.63	3,500.00	-2,620.37	25.13%
642 · Information Technology	4,484.22	13,000.00	-8,515.78	34.49%
644 · Target Solution Online Training	1,920.00	0.00	1,920.00	100.0%
646 · SCHED/Payroll Software	0.00	2,400.00	-2,400.00	0.0%
648 · Promotional Testing Expense	0.00	0.00	0.00	0.0%
652 · Ambulance Refunds	5,241.91	0.00	5,241.91	100.0%
656 · Banking Fees	45.71	360.00	-314.29	12.7%
658 · SSV Service Fees	0.00	1,150.00	-1,150.00	0.0%
662 · Ambulance Billing Fees	7,966.77	35,600.00	-27,633.23	22.38%
664 · GEMT - QAF	0.00	0.00	0.00	0.0%
666 · GEMT - Admin Fees (Sac Metro)	0.00	0.00	0.00	0.0%
670 · LAFCO	0.00	4,249.14	-4,249.14	0.0%
672 · Background Investigations	699.00	5,000.00	-4,301.00	13.98%
674 · Intl. Fire Chiefs Assoc. Dues	0.00	300.00	-300.00	0.0%
676 · Advertising	195.00	300.00	-105.00	65.0%

Foresthill Fire Protection District

Budget vs. Actual

July through September 2025

25% FM Elapsed

	Jul - Sep 25	Budget	\$ Over Budget	% of Budget
678 · Employee Recognition	0.00	100.00	-100.00	0.0%
680 · Adobe Acrobat Pro Subscrip.	0.00	250.00	-250.00	0.0%
682 · Recruitment - Hiring	0.00	0.00	0.00	0.0%
684 · Community CPR Program	0.00	500.00	-500.00	0.0%
686 · Part Time CQI Coordinator	0.00	15,000.00	-15,000.00	0.0%
688 · CalPERS actuarial	1,800.00			
Total 70000 · Administration	34,654.47	371,532.60	-336,878.13	9.33%
72000 · Support Services				
702 · Fire Engine Repairs				
703 · Engine 88 (OES)	0.00	0.00	0.00	0.0%
704 · Brush 90-50905	21,974.03	0.00	21,974.03	100.0%
705 · Brush 88-050906	1,300.99	0.00	1,300.99	100.0%
706 · Engine 90-82495	329.22	0.00	329.22	100.0%
707 · Water Tender 89-51200	327.65	0.00	327.65	100.0%
708 · BATT 88-77885	1,342.77	0.00	1,342.77	100.0%
710 · Utility 88-77939	881.86	0.00	881.86	100.0%
712 · OES 4614	0.00	0.00	0.00	0.0%
714 · Command 8800	103.04	0.00	103.04	100.0%
715 · Grass 88	368.84			
702 · Fire Engine Repairs - Other	105.47	15,000.00	-14,894.53	0.7%
Total 702 · Fire Engine Repairs	26,733.87	15,000.00	11,733.87	178.23%
730 · Fire Engine Tires	0.00	5,500.00	-5,500.00	0.0%
740 · Ambulance Repairs				
741 · Medic 90-96074	17,230.17	0.00	17,230.17	100.0%
742 · Medic 88-03116	1,145.34	0.00	1,145.34	100.0%
743 · Medic 89-01747	1,064.95	0.00	1,064.95	100.0%
740 · Ambulance Repairs - Other	0.00	6,750.00	-6,750.00	0.0%
Total 740 · Ambulance Repairs	19,440.46	6,750.00	12,690.46	288.01%
750 · Ambulance Tires	2,993.39	3,500.00	-506.61	85.53%
751 · Preventative Maint.-Ambulance	105.47	4,500.00	-4,394.53	2.34%
762 · Radio Equipment				
01 · Radio Program/Repairs	0.00	1,000.00	-1,000.00	0.0%
762 · Radio Equipment - Other	454.47	0.00	454.47	100.0%
Total 762 · Radio Equipment	454.47	1,000.00	-545.53	45.45%
764 · Fire Extinguisher Service	45.00	700.00	-655.00	6.43%
766 · Ladder Testing	0.00	1,000.00	-1,000.00	0.0%
768 · Call Notice System	0.00	500.00	-500.00	0.0%
770 · Bauer Compressor Maint	0.00	1,671.33	-1,671.33	0.0%
772 · SCBA Repair	0.00	1,000.00	-1,000.00	0.0%
774 · Jaws Service	0.00	2,000.00	-2,000.00	0.0%
776 · Cardiac Monitor	632.78	3,974.20	-3,341.42	15.92%
780 · Fuel	12,499.42	30,000.00	-17,500.58	41.67%

Foresthill Fire Protection District
 Budget vs. Actual
 July through September 2025
 25% FM Elapsed

	Jul - Sep 25	Budget	\$ Over Budget	% of Budget
784 · Annual Pump Test	0.00	2,000.00	-2,000.00	0.0%
788 · FHF Share of Grants	0.00	0.00	0.00	0.0%
790 · Lucas Device Annual Service	0.00	6,200.00	-6,200.00	0.0%
794 · Power Cot Maintenance	3,626.74	0.00	3,626.74	100.0%
798 · Generator Service	0.00	1,500.00	-1,500.00	0.0%
800 · SCBA/RIC Flow Testing	0.00	1,500.00	-1,500.00	0.0%
810 · Annual Knox License	0.00	721.00	-721.00	0.0%
Total 72000 · Support Services	66,531.60	89,016.53	-22,484.93	74.74%
81000 · Capital Purchases	0.00	55,861.50	-55,861.50	0.0%
82000 · Capital Improvements	15,900.22	116,000.00	-100,099.78	13.71%
Total Expense	722,022.28	2,774,502.22	-2,052,479.94	26.02%

Foresthill Fire Protection District
Treasury and Bank Account Balances

	Balance	
11000 · Cash in Treasury		
11100 · General Fund	1,082,792.07	AS OF 8/31/2025
11110 · Capital Fund	41,838.52	AS OF 8/31/2025
11300 · Contingency	50,000.00	AS OF 9/30/2025
11112 · Capital Improvement Fund	134,756.23	AS OF 9/30/2025
11400 · Vacation & Sick Reserve	67,621.78	AS OF 9/30/2025
Total 11000 · Cash in Treasury	1,377,008.60	
12000 · Bank - WF Operating Acct	0.00	AS OF 9/30/2025
Total Wells Fargo Bank	0.00	
TOTAL	1,377,008.60	

FIRE CHIEF REPORT

District Information

Staffing

- We currently have three Firefighter Paramedic vacancies with one FF/P in backgrounds.
- Firefighter/Paramedic application process is continually open, and we are actively recruiting.

Incident Responses

- Total calls for service for the month of September of 2025 was 54.
- Last year at this time it was 55.
- 37 of the 54 calls were EMS.
- Ambulance Transports for September of 2025 – 20

Training

- 308 hours for the month of September.
- Monthly Training with the JOA is on-going.
- Training on the new Ventilation Prop has begun.
- Asst. Chief Martin, 8801, has been very busy implementing training with all crews as well as assisting with the installation of Starlink on our apparatus.
- Mine Safety Training completed by all team members.

Community Risk Reduction

- September Inspections - 17 (1 Sprinkler Rough and 16 Defensible Space Inspections).

Community Interactions

- Wildfire Preparedness Tour in Todd Valley.

Fleet

- Type 3 Remount – Minor repairs needed to Lightbar.
- Brush 88 – Pump Throttle repaired.
- Engine 88 is in need of some minor repairs.



STAFF REPORT

DATE: October 9, 2025

TO: Board of Directors

FROM: Fire Chief Dennis Martin

SUBJECT: Purchase of Portable Radio & Equipment

RECOMMENDATION:

The Board of Directors to approve the purchase of a portable radio and needed radio equipment to be utilized by Asst. Chief Martin, 8801.

BACKGROUND:

We currently do not stock a surplus of portable radios and chargers due to cost. Three years ago we started switching from the K&G 2's to the BKR5000's due to the industry discontinuing the K&G 2's and limiting parts. We currently have enough radios for existing staff and are short a radio for Asst. Chief 8801.

ALTERNATIVES:

Due to safety concerns, there are no alternatives. All personnel must have access to a portable radio while on duty.

FISCAL IMPACTS:

BKR5000 Command radio and needed equipment - \$4,708.97



888 E. William St
Carson City, NV 89701
Phone 530-477-2590
Fax 530-478-9188
E-Mail cs@49er.cc

Quote 85714



Quoted 8/11/2025

Bill To

Foresthill Fire Protection District
P.O. Box 1099
Foresthill, CA 95631

Ship To

Foresthill Fire Dept.
Attn: Greg Kirk
24320 Main st
Foresthill, CA 95631

Quote Expires

9/10/2025

Purchase Order	Ship Via	FOB	Reference	Entered By	Terms
	UPS Ground	Destination		AES 8/11/2025	Prepaid
Product	Description	Ordered	Price	Amount	
HHBKR5REDKBC	BKR5000 Command, Tier III, Single-band VHF, BKR5000-T3BC-1, BLACK, APCO P25 Digital, GPS, Bluetooth, Top LCD Display, Front Color Display, Full keypad, BK Technologies Portable Radio	1	2,188.75	2,188.75	
ANBKRWPRE10V	Whip Antenna, BKR0810GPS-E - VHF 136-174 MHz Antenna for Relm BK BKR5000 Portable Radios	1	49.50	49.50	
BABKR5RCRE49	OEM, BKR0101 - 4900 mAh, IP68, Li-Ion Rechargeable Battery for RELM BK Radio BKR5000	2	265.50	531.00	
CHBKR5VC9R1BE	Vehicle Charger, CHBKR5VC9R1BE - CA Energy Certified, Rapid Rate, Quad-Chemistry, Black, Includes mounting bracket and cigarette lighter plug, BK Technologies BKR5000 Portable Radios	4	193.05	772.20	
PACH9RVCHW	Hardwire, Charger Install Kit, PACH9RVCHW - Includes DC Power Cables and Fuses, Replaces KAA0602P, Use with BK and 49er Chargers	4	41.35	165.40	
AABKRSPREP3VE	Speaker Microphone, BKR0204 - Heavy Duty, IP68 Submersible, Emergency Button, Programable Toggle switch, 3.5mm Audio Jack for BK Radio BKR5000, BKR9000 Portable Radios	1	366.30	366.30	
AAKNGSPMMR3	Ruggedized Miner Mic, AAKNGSPMMR3 - IP56 (Driven Rain), Equivalent to Speaker Mic	1	162.00	162.00	
UPS Ground	UPS Ground Freight & Insurance	1	155.50	155.50	

We appreciate the opportunity to do business with you!

Upon placing this order, I agree with 49er's terms and conditions which I have read in detail at: <https://www.49ercommunications.com/policies/terms-of-service>. Should I wish to return or cancel any items above I understand there is a 25% restocking fee. I further agree that this includes back ordered items that have shipped from the factory to 49er. I understand that I cannot return any special order* items. Canceling back ordered items will result in a 10% processing fee if back ordered items have not shipped from the manufacturer and I can cancel the order.

Sub-total

\$4,390.65

Tax 7.25%

318.32

Total

\$4,708.97

FORESTHILL FIRE PROTECTION DISTRICT

POLICY MANUAL SECTION

POLICY TITLE: STARLINK INTERNET SYSTEM USE

ADOPTED: 10/01/2025

POLICY NUMBER: 714

AMENDED

I. PURPOSE

The purpose of this Standard Operating Procedure, (SOP), is to establish clear guidelines for the proper and authorized use of the Foresthill Fire Protection District's Starlink Satellite Internet System.

Starlink provides reliable, high speed internet access for operational, administrative, and training purposes when standard network or cellular connections are unavailable, limited, or unreliable.

This SOP ensures that the Starlink system is used **strictly for District business** and not for personal or non-authorized activities.

II. SCOPE

This policy applies to all Foresthill Fire Protection District, (FFPD), personnel who operate, access, or utilize the Starlink Internet System, whether deployed in the field, at the station, or during incidents, training, or community events.

III. POLICY

The Starlink Internet System is the property of the Foresthill Fire Protection District. Its use is **for District purposes only**, including but not limited to:

- Emergency incident operations and communications.
- Training exercises and coordination.
- Administrative and logistical support.
- Inter-agency coordination and reporting.

Personal, recreational, or non -District use of the Starlink system is strictly prohibited.

Examples of prohibited use include, but are not limited to:

- Streaming entertainment, music, or video content unrelated to District operations.
- Accessing personal email, social media, or messaging platforms for non-District purposes.
- Online gaming, downloads, or data use for personal benefit.

FORESTHILL FIRE PROTECTION DISTRICT

POLICY MANUAL SECTION

- Providing access to individuals or organizations outside of the District without authorization.

Violations of this policy may result in loss of system access privileges and/or disciplinary action.

IV. RESPONSIBILITIES

A. Fire Chief / Command Staff

- Maintain administrative control and oversight of Starlink systems.
- Approve operational use and ensure compliance with this SOP.

B. Company Officers

- Ensure personnel under their supervision follow all procedures and restrictions.
- Authorize Starlink activation for operational needs and monitor proper use.

C. Starlink Operators / Users

- Operate and maintain the equipment according to training and manufacturer guidelines.
- Report any misuse, damage, or connectivity issues immediately to the Officer in charge.

V. Procedures

A. Authorized Use

1. The Starlink system may be deployed for:
 - Incident operations where cellular or radio data coverage is poor or unavailable.
 - Training operations requiring online access or reporting tools.
 - Administrative functions such as documentation, resource tracking, or coordination.
2. Only authorized District personnel may access the Starlink Wi-Fi network or account.

FORESTHILL FIRE PROTECTION DISTRICT

POLICY MANUAL SECTION

3. Passwords or login credentials shall not be shared with unauthorized users.

B. Prohibited Use

1. Personal browsing, streaming, downloads, or data use not directly tied to District functions.
2. Connecting personal devices (phones, tablets, laptops) for entertainment or private use.
3. Sharing the network password or extending the Wi-Fi connection to the public.
4. Installing or modifying network settings without authorization.

VI. Security and Maintenance

- All firmware, app, and router updates will be managed by the District's designated IT or designated communications personnel.
- Equipment shall be inspected and tested monthly to ensure readiness.
- Any damage, theft, or unauthorized access must be reported immediately to the Fire Chief or designee.

VII. Enforcement

Any misuse of the Starlink Internet System, including unauthorized or personal use, may result in disciplinary action in accordance with District policy.

Repeated or severe violations may result in suspension of access or other administrative action as determined by the Fire Chief.