



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

President Hercules may attend via
zoom from 22005 Farrier Ct,
Foresthill, CA 95631

February 13, 2025 – 5:30pm

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. **CLOSED SESSION:**
 - a) Labor Negotiations §54957.6
 - I. Negotiations regarding economic reopener with agency designated representatives:
All Board members, Chief Martin
 - II. Labor negotiations with unrepresented employee group
6. **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.
7. **CONSENT ITEMS:**
 - a) Approval of minutes
 - I. January 9, 2025 Regular Board of Directors meeting
 - II. January 27, 2025 Finance Committee meeting

- III. February 04, 2025 Assets and Facilities Committee meeting
- b) Financial Documents
 - I. FM 7

8. FIRE CHIEF OPERATIONS REPORT:

9. ACTION ITEMS:

- a) Board to approve mid-year budget adjustment on Revenues and Expenses
 - I. Increase Ambulance revenue to \$ 561,330.87
 - II. Increase Strike Team revenue to \$ 64,242.38
 - III. Adjust approved expense for Porter Garage to \$ 8,000.00
 - IV. Add ventilation prop to Fire Training Equipment at cost of \$ 16,000.00. This was not in the original budget
 - V. Increase the Fire Training Account to \$22,500.00
 - VI. Add Medical benefits for Fire Chief of \$ 6000.00. Previously approved but not in the current budget
- b) Board to approve participating in future two-by-two meetings with allied agencies
- c) Board to nominate a member for the vacant seat on LAFCO

10. DISCUSSION/INFORMATIONAL ITEMS:

- a) Mid-year budget summary report
- b) Information and requirements for AB 2302 -Remote Meeting Participation
- c) Information and requirements for AB 2561 – Public Hearing Required- Vacancy Rates
- d) Update form the CalPERS ad hoc committee

11. REPORTS:

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

12. NON-AFFILIATED ORGANIZATION REPORTS:

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

13. CORRESPONDENCE:

14. OLD BUSINESS:

15. ADJOURNMENT

****Next Regular Meeting: THURSDAY, MARCH 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, January 09, 2025
District Administration Office
24320 Main St., Foresthill, CA 95631

1. CALL MEETING TO ORDER:

- a. Meeting called to order at 6:03pm

2. FLAG SALUTE- Led by Director Reams

3. ROLL CALL OF DIRECTORS:

- a. Vice President Michelini, Directors Reams, Perry and Drone were present.
- b. President Hercules was absent
- c. Chief Martin was present via zoom

4. AGENDA APPROVAL:

- a. Director Reams moved to approve the agenda, second by Director Perry, passes, 4/0.

5. Special badge pinning for Engineer Jesse Romero. Introduction by Captain Palmer, pinned by his mother, with his father, brother and family friends in attendance.

6. PUBLIC COMMENT:

- a. Community member Bertoncin mentioned about people attending meetings, their conduct and they should not be under the influence of board members. Thanked the board members for their continued work for the district. It was asked if the policy fir board room had passed which happened at the December meeting.

7. CONSENT ITEMS:

- a. Director Reams made a motion to pass consent items, minutes of December 10, 2024 Regular Board of Directors meeting and Financials for FM 6, second by Director Drone, passes 4/0.

8. FIRE CHIEF REPORT:

District Information

- We were fully staffed for the month of December

Staffing

- 1 Firefighter/Paramedic vacancy exists. Applications received with interviews on January 10th
- 2 interviews scheduled for next day
- Firefighter/Paramedic application process is continually open

Incident Responses

- Total calls for service for the month of December – 72
- Last year at this time – 73
- 46 of the 72 calls were EMS

- Ambulance Transports for December of 2024 – 35
- Ambulance Transports for December of 2023 – 39
- Total calls for 2024 – 806, Total calls for 2023 – 753 (7% increase)

Training

- 171 hours for the month of December

Community Risk Reduction

- December Inspections - 3 (1 Sprinkler Rough and 2 Plan Checks)

Community Interactions

- Santa delivered for the Christmas Tree Lighting

Fleet

- Radio issues still exist with the Command Vehicle.
- Type 3 Remount – Working on wiring. Unknown on completion date.
- Type 6 – Is in the factory in Southern California getting the final touches completed. Unknown on completion date.
- Will meet with Volcano Creek to develop and Fleet Preventative Maintenance Program

9. ACTION ITEMS:

- a. Recommendations for the standing committees and members. Finance- Michelini and Hercules, Facilities- Drone and Reams, Strategic and Long Range Planning- Hercules and Michelini. All committee meetings must be posted 72 hours in advance. Director Perry made a motion to approve the recommendations/assignments, second by Director Drone, passes 4/0.
- b. Proposed budget calendar. January 27 mid-year budget review, Feb. 13- mid year budget presentation at board meeting, May 08-review line item, June 04-proposed budget review, June 12- preliminary budget adoption, September 11- final budget adoption. Director Reams made a motion to approve with amended dates, second by Director Perry, passes 4/0.
- c. Approve date and time for FY 25-26 annual Goals Workshop. Decided to make it February 13 at 6m to be held as part of the regular board meeting as the first item on the agenda. Director Perry made a motion to approve date and time for workshop meeting, second by Director Drone, passes 4/0.
- d. Discussion on findings from our FY 2023-2024 audit with only one suggestion of adding a new line item for long term debt separate from Capital. Vice President Michelini went over the financials for last month to explain our financial standing. Motion made by Director Drone to Accept and approve the audit for FY 2023-2024, second by Director Reams, passes 4/0.

10. DISCUSSION ITEM:

- a. None

11. REPORTS

- a. Finance Committee- did not meet
- b. Long Range Planning-did not meet
- c. Assets and Facilities- did not meet
- d. Directors Report- did not meet

12. NON-AFFILIATED ORGANIZATION REPORTS:

- a. Foresthill Volunteer Firefighters Association- none

- b. Foresthill & Iowa Hill Fire Safe Council Report- none

13. CORRESPONDENCE:

- a. None

14. OLD BUSINESS:

- a. Discussion about the LAFCO meeting from January 08. Attended by Directors Reams, Michelini and Chief Martin. They accepted the draft but in 45-day public comment period. They discussed the options that apply to our district and suggestions by LAFCO. Karen Durand mentioned she thinks our budget looks impressive.

15. CLOSED SESSION

- a. None

16. ADJOURNMENT

- a. Meeting adjourned at 6:52pm

Respectfully Submitted:



Shonne Epperly-Elgin,
Administrative Assistant



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Foresthill Fire Protection District Minutes of the Finance Committee Meeting Monday, January 27, 2025

1. CALL MEETING TO ORDER

- a. Meeting called to order at 1):05am.

2. FLAG SALUTE

3. ROLL CALL OF DIRECTORS

- a. Directors Michelini and Perry were present.
- b. Chief Martin and Administration staff were present.

4. AGENDA APPROVAL

- a. Both directors approved of the agenda.

5. DISCUSSION ITEMS

- a. Mid-Year budget review was discussed. Line items were gone over and suggestions made to do some sub-items for some salary categories. Suggestion for board approval of budget adjustments as follows: #318 Porter Garage to increase \$3000.00 for total of \$5000.00 and #58 medical reimbursement (Fire Chief) to be \$6000.00. These will be brought to the board at the next meeting for adjustments. They asked for staff to move some items from uniforms to PPE for dual compliant pants. Some moneys have been requested to be redirected for roof prop. Other comments on line items to be researched for lower costs.

6. ADJOURNMENT

- a. Meeting adjourned at 12:15pm

Respectfully Submitted:

Shonne Epperly-Elgin,
Administrative Assistant



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Foresthill Fire Protection District Minutes of the Assets and Facilities Committee Meeting Monday, February 5, 2025

1. CALL MEETING TO ORDER

- a. Meeting called to order at 1:30 p.m.

2. FLAG SALUTE

3. ROLL CALL OF DIRECTORS

- a. Directors Reams and Drone were present.
- b. Chief Martin and Administration staff were present.

4. AGENDA APPROVAL

- a. Both directors approved of the agenda.

5. DISCUSSION ITEMS

- a. Status and plan for Porter Garage structure.
 - i. Patrice explained that there had been structural issues in the Porter Garage last year. President Hercules had contracted with Elwell Construction to shore up the damaged area prior to last year's Volunteer Fire Association garage sale. The cost was \$2k. Mr. Elwell had scheduled an engineer to come out and assess the building. The engineer never showed up. With the 2025 garage sale coming up and the fact that excess fire equipment and the emergency radio station are housed in the building, the committee may want to reach out to Mr. Elwell and see if getting an engineer out is still possible. Once the engineer's fee is established, the committee can request funding from the full board.
 - ii. Director Reams will reach out to President Hercules to get any documentation provided by Mr. Elwell. He will also contact Mr. Elwell directly to see about getting an engineer scheduled.
- b. Discuss parameters and assignments for other projects.
 - i. Patrice also reported that Captain Palmer had noticed a soft spot on the roof of the administration building. Director Drone will line up at least three contractors to bid on repair or replacement.
 - ii. Captain Sett asked about the back fence replacement at FS 90. It was damaged by a neighbor's tree some time ago. The neighbor did not have homeowners' insurance and has subsequently sold the property. Chief Martin directed staff to get bids on replacing the damaged fence at district expense.
 - iii. Director Reams brought up the hydrant maintenance agreement with FPUD. The fire district has not had any luck trying to work with the FPUD to update the current agreement (which dates from the early 1980's). Director Reams will reach out to the FPUD and request that they assign two board members to meet with our assets and facilities committee to update the agreement.

6. ADJOURNMENT

- a. Meeting adjourned at 2:00 p.m.

Respectfully Submitted:

Patrice Metz

Patrice Metz
Business Manager



Foresthill Fire Protection District
Financial Report
January, 2025
Fiscal Year 2024-2025
Month 7
58% FY Elapsed

Budget vs. Actual 1

Ambulance Revenue is through 12/31

Income through 12/31

Expense through 1/31

Treasury and Bank Account Balances 7

Treasury Accounts Through 12/31

Bank Accounts Through 1/31

Total Expenses, FM 7: \$244,413.22

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through January 2025
58% FY Elapsed

	<u>Jul '24 - Jan 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
40000 · Property Tax Income				
40010 · TAXES-Current Secured Property	326,931.03	594,329.76	-267,398.73	55.01%
40040 · TAXES-Railroad Unitary Property	201.58	366.51	-164.93	55.0%
40050 · TAXES-Unitary & Op Non-Unitary	8,307.42	15,317.67	-7,010.25	54.23%
40060 · TAXES-Current Unsecured Property	34.87	12,985.46	-12,950.59	0.27%
40070 · TAXES-Delinquent Secured	0.00	0.00	0.00	0.0%
40090 · TAXES-Delinquent Unsecured	0.72	0.00	0.72	100.0%
40100 · TAXES-Current Supplemental	380.27	13,743.50	-13,363.23	2.77%
40110 · TAXES-Delinquent Supplemental	0.01	0.00	0.01	100.0%
40180 · Other Taxes	0.87	18.79	-17.92	4.63%
Total 40000 · Property Tax Income	335,856.77	636,761.69	-300,904.92	52.75%
42010 · Interest Income - General/Op	12,470.10	20,000.00	-7,529.90	62.35%
44350 · Homeowners Tax Relief	0.00	3,003.08	-3,003.08	0.0%
45000 · Ambulance Revenue				
45100 · Service Fees	1,079,989.13	1,374,272.72	-294,283.59	78.59%
45200 · Write Downs	-685,067.91	-925,422.78	240,354.87	74.03%
45400 · Collection Recovery Revenue	182.50			
Total 45000 · Ambulance Revenue	395,103.72	448,849.94	-53,746.22	88.03%
46030 · Direct Charges				
46031 · Measure M (2004)	238,196.84	433,085.16	-194,888.32	55.0%
46032 · Measure B (2019)	460,435.36	837,155.20	-376,719.84	55.0%
Total 46030 · Direct Charges	698,632.20	1,270,240.36	-571,608.16	55.0%
47000 · Other Revenue				
47001 · JOA Reimbursement	0.00	15,000.00	-15,000.00	0.0%
47010 · Donations	12,025.00	5,000.00	7,025.00	240.5%
47100 · PCWA Middle Fork Contract	22,178.00	23,000.00	-822.00	96.43%
47200 · Special Events	150.00	0.00	150.00	100.0%
47250 · Prevention Inspection Fees	10,742.70	13,000.00	-2,257.30	82.64%
47260 · Permit and Standby fee	0.00	200.00	-200.00	0.0%
47300 · Report & Copy Fees	0.00	50.00	-50.00	0.0%
47600 · Strike Team Revenue				
-01 · ST Revenue - Personnel	37,321.54	0.00	37,321.54	100.0%
-02 · ST Revenue-Apparatus	18,497.39	0.00	18,497.39	100.0%
-03 · ST Revenue-Admin Fee	12,314.41	0.00	12,314.41	100.0%
47600 · Strike Team Revenue - Other	103.66	40,777.46	-40,673.80	0.25%
Total 47600 · Strike Team Revenue	68,237.00	40,777.46	27,459.54	167.34%
47700 · Rev Not Listed Elsewhere	976.34	0.00	976.34	100.0%
47960 · Transfer In from Gen Reserve	0.00	63,957.66	-63,957.66	0.0%
47000 · Other Revenue - Other	0.00	0.00	0.00	0.0%
Total 47000 · Other Revenue	114,309.04	160,985.12	-46,676.08	71.01%
Total Income	1,556,371.83	2,539,840.19	-983,468.36	61.28%
Expense				

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through January 2025
58% FY Elapsed

	<u>Jul '24 - Jan 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
51000 · Salary & Benefits				
10 · Fire Chief	62,769.60	102,000.00	-39,230.40	61.54%
12 · Deputy Fire Chief	0.00	0.00	0.00	0.0%
13 · Assistant Fire Chief	0.00	25,000.00	-25,000.00	0.0%
14 · Business Manager	33,074.37	63,523.20	-30,448.83	52.07%
16 · Admin Assistant	16,853.10	23,899.22	-7,046.12	70.52%
18 · Captains (3)	119,950.80	265,806.37	-145,855.57	45.13%
20 · Engineers (3)	116,815.68	245,117.64	-128,301.96	47.66%
24 · Firefighters	167,815.92	378,469.20	-210,653.28	44.34%
28 · Part-Time Staffing	66,705.24	68,111.68	-1,406.44	97.94%
30 · Stipend - Resident Firefighter	2,290.63	6,400.00	-4,109.37	35.79%
32 · JOA Staffing Received	40,812.19	0.00	40,812.19	100.0%
40 · Unemployment Insurance	2,094.97	1,800.00	294.97	116.39%
42 · FICA/Medicare (6.2%) (1.45%)	66,795.10	105,351.00	-38,555.90	63.4%
49 · Life Insurance Benefits	1,037.91	1,520.00	-482.09	68.28%
50 · Healthcare - ER Contribution	45,224.49	144,000.00	-98,775.51	31.41%
52 · Retirement - ER Contribution	55,205.17	107,344.95	-52,139.78	51.43%
53 · Retire. in Lieu of Healthcare	34,208.36	0.00	34,208.36	100.0%
58 · Medical Reimbursement	2,076.93			
60 · Overtime - Station Staffing	151,125.78	40,000.00	111,125.78	377.81%
62 · Overtime - Discretionary	2,256.10	2,000.00	256.10	112.81%
64 · Overtime - Vacation Cover	29,772.72	65,676.06	-35,903.34	45.33%
66 · Overtime - Sick Leave Cover	4,705.36	49,804.35	-45,098.99	9.45%
70 · Overtime - JOA Staffing Given	313.85	15,000.00	-14,686.15	2.09%
72 · Overtime - High Risk Event	0.00	3,000.00	-3,000.00	0.0%
74 · Overtime - Training	2,087.07	3,000.00	-912.93	69.57%
76 · Overtime - Strike Team - Reimb.	30,486.76	0.00	30,486.76	100.0%
80 · Out of Class Pay	1,546.42	2,000.00	-453.58	77.32%
Total 51000 · Salary & Benefits	1,056,024.52	1,718,823.67	-662,799.15	61.44%
61000 · Emergency Operations				
102 · Small Tools & Fire Equipment	216.23	250.00	-33.77	86.49%
103 · Miscellaneous Fire Equipment	495.05	18,106.00	-17,610.95	2.73%
104 · EMS Equipment	360.50	5,000.00	-4,639.50	7.21%
106 · Medical Supplies & Meds	21,793.55	34,750.00	-12,956.45	62.72%
110 · Employee Medical Cert Fees	635.00	2,300.00	-1,665.00	27.61%
112 · Fire Training Equipment	0.00	6,500.00	-6,500.00	0.0%
114 · Training - Fire & EMS	3,754.15	12,000.00	-8,245.85	31.29%
116 · Mutual Aid Reimb. Expenses	21.42	0.00	21.42	100.0%
Total 61000 · Emergency Operations	27,275.90	78,906.00	-51,630.10	34.57%
62000 · Firefighter Health & Safety				
202 · Structural & Wildland PPE	3,081.60	17,500.00	-14,418.40	17.61%
206 · PPE Cleaning	0.00	500.00	-500.00	0.0%
210 · Occu-Med Physicals	1,225.00	3,500.00	-2,275.00	35.0%

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through January 2025
58% FY Elapsed

	Jul '24 - Jan 25	Budget	\$ Over Budget	% of Budget
212 · Uniforms	6,323.47	11,500.00	-5,176.53	54.99%
214 · Employee Assistance Program	0.00	750.00	-750.00	0.0%
220 · PPE Repair	0.00	2,500.00	-2,500.00	0.0%
Total 62000 · Firefighter Health & Safety	10,630.07	36,250.00	-25,619.93	29.32%
63000 · Station & Grounds				
302 · Cleaning Supplies	1,699.38	4,000.00	-2,300.62	42.49%
308 · Building Maintenance				
310 · District Office				
.01 · Admin Annual Backflow Test	0.00	60.00	-60.00	0.0%
310 · District Office - Other	321.52	7,533.34	-7,211.82	4.27%
Total 310 · District Office	321.52	7,593.34	-7,271.82	4.23%
312 · Fire Station #88				
.02 · FS 88 Annual Backflow Test	0.00	60.00	-60.00	0.0%
312 · Fire Station #88 - Other	2,796.36	4,620.83	-1,824.47	60.52%
Total 312 · Fire Station #88	2,796.36	4,680.83	-1,884.47	59.74%
314 · Fire Station #89	0.00	0.00	0.00	0.0%
316 · Fire Station #90				
.04 · FS 90 Annual Backflow Test	0.00	60.00	-60.00	0.0%
316 · Fire Station #90 - Other	2,030.98	2,120.83	-89.85	95.76%
Total 316 · Fire Station #90	2,030.98	2,180.83	-149.85	93.13%
318 · Porter Garage	2,000.00	0.00	2,000.00	100.0%
308 · Building Maintenance - Other	0.00	7,500.00	-7,500.00	0.0%
Total 308 · Building Maintenance	7,148.86	21,955.00	-14,806.14	32.56%
330 · Pest Control				
331 · Admin	384.00	552.00	-168.00	69.57%
332 · FS #88	388.00	552.00	-164.00	70.29%
333 · FS #90	388.00	552.00	-164.00	70.29%
334 · FS #89	388.00	552.00	-164.00	70.29%
Total 330 · Pest Control	1,548.00	2,208.00	-660.00	70.11%
335 · Utilities				
340 · PG&E				
341 · Porter Garage	1,493.08	1,300.00	193.08	114.85%
342 · Street Light	72.09	150.00	-77.91	48.06%
343 · Admin Office	2,470.78	2,950.00	-479.22	83.76%
344 · FS #88	5,452.53	5,800.00	-347.47	94.01%
345 · FS #89	275.19	1,452.00	-1,176.81	18.95%
346 · FS #90	4,109.83	4,850.00	-740.17	84.74%
Total 340 · PG&E	13,873.50	16,502.00	-2,628.50	84.07%
350 · Propane				
351 · FS #88	1,813.73	5,600.00	-3,786.27	32.39%
353 · FS #90	1,154.35	4,000.00	-2,845.65	28.86%
354 · Admin Ofc - Propane	788.57	2,500.00	-1,711.43	31.54%
Total 350 · Propane	3,756.65	12,100.00	-8,343.35	31.05%

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through January 2025
58% FY Elapsed

	<u>Jul '24 - Jan 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
360 · Telephones & Cell Phones				
361 · Admin Office	2,056.50	3,450.00	-1,393.50	59.61%
362 · FS #88	915.00	1,600.00	-685.00	57.19%
363 · FS #90	903.40	1,600.00	-696.60	56.46%
364 · Cell Phones/Data Plans	2,495.18	1,644.00	851.18	151.78%
365 · Alert Radio System Phone	879.57	1,500.00	-620.43	58.64%
Total 360 · Telephones & Cell Phones	<u>7,249.65</u>	<u>9,794.00</u>	<u>-2,544.35</u>	<u>74.02%</u>
370 · Water				
371 · Admin Office	488.95	1,050.00	-561.05	46.57%
373 · Gold St. Stand Pipe	829.42	1,650.00	-820.58	50.27%
374 · FS #88	592.22	1,100.00	-507.78	53.84%
375 · FS #90	511.94	1,000.00	-488.06	51.19%
376 · Porter Garage	148.79	360.00	-211.21	41.33%
Total 370 · Water	<u>2,571.32</u>	<u>5,160.00</u>	<u>-2,588.68</u>	<u>49.83%</u>
Total 335 · Utilities	<u>27,451.12</u>	<u>43,556.00</u>	<u>-16,104.88</u>	<u>63.03%</u>
Total 63000 · Station & Grounds	<u>37,847.36</u>	<u>71,719.00</u>	<u>-33,871.64</u>	<u>52.77%</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	1,662.38	250.00	1,412.38	664.95%
Total 65000 · Emergency Preparedness	<u>1,662.38</u>	<u>250.00</u>	<u>1,412.38</u>	<u>664.95%</u>
69800 · Uncategorized Items	14,475.97			
70000 · Administration				
604 · Workers' Comp	70,068.48	100,198.00	-30,129.52	69.93%
606 · Insurance (except W. Comp)				
606-1 · Liability	34,390.98	92,619.96	-58,228.98	37.13%
606-2 · Property Insurance	7,707.42			
606-3 · Deadly Weapon Insurance	39.54			
606-4 · Pollution Insurance	231.18			
606-5 · Cyber Insurance	879.84			
606-6 · Crime Insurance	900.00			
606 · Insurance (except W. Comp) - Other	2,883.18	0.00	2,883.18	100.0%
Total 606 · Insurance (except W. Comp)	<u>47,032.14</u>	<u>92,619.96</u>	<u>-45,587.82</u>	<u>50.78%</u>
608 · WPCFCA	0.00	360.00	-360.00	0.0%
610 · Assmt. Coll Charges - Measure B	0.00	8,071.03	-8,071.03	0.0%
612 · Assmt. Coll Charges - Measure M	0.00	4,155.86	-4,155.86	0.0%
614 · Measure B Refunds	413.07			
616 · Election Charges	0.00	6,700.00	-6,700.00	0.0%
618 · Property Tax Collection Fees	0.00	10,631.18	-10,631.18	0.0%
619 · County Admin Contract	0.00	1,250.00	-1,250.00	0.0%

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through January 2025
58% FY Elapsed

	<u>Jul '24 - Jan 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
620 · Postal & Shipping Charges	223.35	500.00	-276.65	44.67%
622 · Specialized Printing	39.43	1,500.00	-1,460.57	2.63%
624 · Copier Lease	1,343.86	2,305.00	-961.14	58.3%
626 · Office Equipment & Toner	1,664.96	1,000.00	664.96	166.5%
628 · Meeting Expenses	114.57	450.00	-335.43	25.46%
630 · Office Supplies & Services	1,164.46	2,250.00	-1,085.54	51.75%
632 · Legal Fees	24,267.02	6,000.00	18,267.02	404.45%
634 · CPA Annual Audit	10,350.00	10,875.00	-525.00	95.17%
636 · Incident Report License SFTWR	0.00	6,000.00	-6,000.00	0.0%
638 · Accounting Expenses	1,750.00	1,500.00	250.00	116.67%
640 · Payroll Processing Fees	1,813.81	1,700.00	113.81	106.7%
642 · Information Technology	9,591.18	10,300.00	-708.82	93.12%
646 · SCHED/Payroll Software	2,272.92	2,000.00	272.92	113.65%
648 · Promotional Testing Expense	483.31	1,000.00	-516.69	48.33%
652 · Ambulance Refunds	9.74	0.00	9.74	100.0%
656 · Banking Fees	119.23	360.00	-240.77	33.12%
658 · SSV Service Fees	691.60	1,150.00	-458.40	60.14%
662 · Ambulance Billing Fees	15,607.73	21,649.08	-6,041.35	72.09%
666 · GEMT - Admin Fees (Sac Metro)	772.92			
670 · LAFCO	0.00	2,905.00	-2,905.00	0.0%
672 · Background Investigations	4,250.00	5,000.00	-750.00	85.0%
674 · Intl. Fire Chiefs Assoc. Dues	260.00	300.00	-40.00	86.67%
676 · Advertising	0.00	300.00	-300.00	0.0%
678 · Employee Recognition	0.00	100.00	-100.00	0.0%
682 · Recruitment - Hiring	1.18	1,000.00	-998.82	0.12%
684 · Community CPR Program	0.00	500.00	-500.00	0.0%
Total 70000 · Administration	194,304.96	304,630.11	-110,325.15	63.78%
72000 · Support Services				
702 · Fire Engine Repairs				
703 · Engine 88 (OES)	479.68	0.00	479.68	100.0%
704 · Brush 90-50905	274.39	0.00	274.39	100.0%
705 · Brush 88-050906	0.00	0.00	0.00	0.0%
706 · Engine 90-82495	4,096.09	0.00	4,096.09	100.0%
707 · Water Tender 89-51200	9.63	0.00	9.63	100.0%
708 · BATT 88-77885	0.00	0.00	0.00	0.0%
709 · Rescue 90-44496	0.00	0.00	0.00	0.0%
710 · Utility 88-77939	0.00	0.00	0.00	0.0%
712 · OES 4614	1,165.00	0.00	1,165.00	100.0%
714 · Command 8800	744.65	0.00	744.65	100.0%
702 · Fire Engine Repairs - Other	0.00	30,000.00	-30,000.00	0.0%
Total 702 · Fire Engine Repairs	6,769.44	30,000.00	-23,230.56	22.57%
730 · Fire Engine Tires	1,381.04	5,500.00	-4,118.96	25.11%
740 · Ambulance Repairs				

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through January 2025
58% FY Elapsed

	<u>Jul '24 - Jan 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
741 · Medic 90-96074	863.70	0.00	863.70	100.0%
742 · Medic 88-03116	12,677.11	0.00	12,677.11	100.0%
743 · Medic 89-01747	27.87	0.00	27.87	100.0%
740 · Ambulance Repairs - Other	0.00	5,750.00	-5,750.00	0.0%
Total 740 · Ambulance Repairs	13,568.68	5,750.00	7,818.68	235.98%
750 · Ambulance Tires	1,972.09	3,500.00	-1,527.91	56.35%
751 · Preventative Maint.-Ambulance	0.00	4,500.00	-4,500.00	0.0%
762 · Radio Equipment	1,383.73	10,965.67	-9,581.94	12.62%
764 · Fire Extinguisher Service	125.00	600.00	-475.00	20.83%
766 · Ladder Testing	0.00	1,000.00	-1,000.00	0.0%
768 · Call Notice System	60.06	400.00	-339.94	15.02%
770 · Bauer Compressor Maint	1,521.21	1,500.00	21.21	101.41%
772 · SCBA Repair	199.48	1,000.00	-800.52	19.95%
774 · Jaws Service	0.00	2,000.00	-2,000.00	0.0%
776 · Cardiac Monitor	0.00	4,911.30	-4,911.30	0.0%
780 · Fuel	20,777.87	36,000.00	-15,222.13	57.72%
784 · Annual Pump Test	0.00	2,000.00	-2,000.00	0.0%
792 · Power Load System Maint	433.61	4,118.25	-3,684.64	10.53%
794 · Power Cot Maintenance	3,822.71	4,118.25	-295.54	92.82%
796 · Hydrant Maint Program	0.00	1,000.00	-1,000.00	0.0%
798 · Generator Service	0.00	1,500.00	-1,500.00	0.0%
800 · SCBA/RIC Flow Testing	2,463.13	1,100.00	1,363.13	223.92%
Total 72000 · Support Services	54,478.05	121,463.47	-66,985.42	44.85%
82000 · Capital Improvements				
82100 · Capital Imp - Transfer Out	0.00	26,654.65	-26,654.65	0.0%
82000 · Capital Improvements - Other	43,058.58	177,217.70	-134,159.12	24.3%
Total 82000 · Capital Improvements	43,058.58	203,872.35	-160,813.77	21.12%
Total Expense	1,439,757.79	2,536,764.60	-1,097,006.81	56.76%

Foresthill Fire Protection District
Treasury and Bank Account Balances
As of January 31, 2025

	<u>Balance</u>
11000 · Cash in Treasury	
11100 · General Fund	459,931.58
11110 · Capital Fund	58,921.31
11300 · Contingency	50,000.00
11112 · Capital Improvement Fund	134,756.23
11400 · Vacation & Sick Reserve	58,332.37
Total 11000 · Cash in Treasury	627,185.26
12000 · Bank - WF Operating Acct	39,279.46
12200 · WFB CEO General Fund	17,739.78
Total Wells Fargo Bank	57,019.24
TOTAL	<u>684,204.50</u>

FIRE CHIEF REPORT

District Information

- We were fully staffed for the month of January.

Staffing

- Currently fully staffed. We will have one Firefighter Paramedic vacancy starting February 28th due to a resignation.
- Firefighter/Paramedic application process is continually open.

Incident Responses

- Total calls for service for the month of January – 69
- Last year at this time – 53
- 39 of the 69 calls were EMS
- Ambulance Transports for January of 2025 – 29

Training

- 302 hours for the month of January.

Community Risk Reduction

- January inspections - 3 (1 Sprinkler Rough, 1 Plan Check and 1 Defensible Space inspection).

Community Interactions

- Captain Palmer taught CPR at the High School.
- Reviewed and approved the Elementary and Middle School Safety Plan.

Fleet

- Radio issues still exist with the Command Vehicle.
- Type 3 Remount – Working on wiring. Unknown on completion date.
- Type 6 – Is in the factory in Southern California waiting on decals.
- Will meet with Volcano Creek to develop a Fleet Preventative Maintenance Program.

DIRECTOR REPORT



DATE: February 13, 2024
TO: Board of Directors
FROM: John Michelini, Director
BY: John Michelini, Director
SUBJECT: MID-YEAR BUDGET ADJUSTMENTS

RECOMMENDATION

The Board of Directors approves mid-year budget adjustments as listed below for the 2024-2025 Fiscal Year

BACKGROUND / ANALYSIS

The Finance Committee met on January 27, 2025, to complete the mid-year review of the district 2024-2025 approved annual budget. The following budget adjustments are recommended.

REVENUES

1. Ambulance Revenue (45000) - trending well ahead of projections at 88.5% at mid-year income expected should be adjusted to more accurately represent expectations.
 - a. ACTION – Adjust revenue from \$448,849.94 to \$561,330.87 an increase of \$112,480.93.
2. Strike Team Revenue (47600) – No funds were budgeted for the Strike Team Revenue account. At mid-year the district received \$64,242.38 in reimbursements. The cost of salary and overtime is carried as an expense in the current budget. To correctly account for the cost of strike team response the revenue should reflect the current mid-year amount.
 - a. ACTION – Adjust revenue from \$40,777.46 to mid-year amount of \$64,242.38 an increase of \$23,464.92.

EXPENSES

1. Structural evaluation of Porter Garage was not included in the approved budget. Current year to date unbudgeted expenses are \$2,000.00. An amount sufficient to complete the evaluation should be placed in the budget. It is recommended that Account 63000-318 Porter Garage be adjusted to \$8,000.00.
 - a. ACTION – Adjust approved expense for Porter Garage to \$8,000.00.
2. Add ventilation training prop to Fire Training Equipment Account 61000-112 at a cost of \$16,000.00. This item was previously not in the budget and will result in an increase in expenses of \$16,000.00.

- a. ACTION – Increase the Fire Training Account 61000-112 from \$6,500.00 to \$22,500.00 an increase of \$16,000.00.
- 3. Add medical benefits for the Fire Chief in the amount of \$6,000.00 per year. This expense (previously approved by the Board of Directors) was not included in the budget. It appears to be an oversight and has been getting paid according to the agreement between the District and the Fire Chief but is not reflected in the adopted budget.
 - a. ACTION – Increase the Healthcare Account 51000-50 by \$6,000.00 from \$144,000.00 to \$150,000.00.

FISCAL IMPACT

The proposed adjustments will result in an increase in expenses of \$30,000.00 on increased revenues of \$135,945.85.

DIRECTOR REPORT



DATE: February 13, 2024
TO: Board of Directors
FROM: John Michelini, Director
BY: John Michelini, Director
SUBJECT: TWO-BY-TWO BOARD MEETINGS WITH ALLIED AGENCIES

RECOMMENDATION

The Board of Directors approves participating in future two-by-two meetings with allied agencies.

BACKGROUND / ANALYSIS

At the request of his Board of Directors, the South Placer Fire District Fire Chief has requested our interest in participating in two-by-two board member meetings with other fire districts. Two-by-two meetings are common in areas that have overlapping responsibilities, common interests, or actions that affect adjacent agencies. Participation in meetings with other boards can improve communication, cooperation, and understanding. The meetings are not intended to create direction or give authorization for any action on behalf of the full board. Any request for action will be communicated to the full board at a regular or special meeting, and any action will require a vote of the full board (majority).

To facilitate these meetings on behalf of the Foresthill Fire Protection District, it is recommended that members of the Long-Range Planning Committee be the primary participants. All meetings will be communicated to the full board in advance and a report will be provided to the full board following any two-by-two meeting.

FISCAL IMPACT

None



January 17, 2025

COMMISSIONERS

Cindy Gustafson
*Chair
(County)*

Joshua Alpine
*Vice Chair
(Special District)*

Trinity Burruss
(City)

Whitney Eklund
(City)

Shanti Landon
(County)

Susan Rohan
(Public)

Vacant
(Special District)

**ALTERNATE
COMMISSIONERS**

David Bass
(City)

Anthony DeMattei
(County)

Judy Friedman
(Special District)

Cherri Spriggs
(Public)

Stephanie
Youngblood
(City)

COUNSEL

Michael Walker
General Counsel

STAFF

Michelle McIntyre
Executive Officer

Amanda Ross
*Acting Assistant
Executive Officer*

Amy Engle
Commission Clerk

Presiding Officer
Independent Special Districts of Placer County

Subject: **Call for Nominations to Fill Vacant Seat on LAFCO**

Dear Presiding Officer,

I hope this letter finds you well. I am writing to inform you that the Placer County Local Agency Formation Commission (LAFCO) currently has one vacant voting member seat representing independent special districts. I am pleased to invite each board presiding officer (Board Chair) to nominate a candidate to fill this vacancy. You may nominate any director —yourself included— currently serving on an independent special district board. The selected candidate will serve the remaining term of the vacant seat, which ends in May 2026.

To ensure the validity of your nomination, please adhere to the guidelines outlined below:

➤ **Presiding Officer Signature:** You, the presiding officer of your special district, must sign the nomination form. (The nomination does not require action by the full board at a district meeting.)

➤ **Delegation of Authority:** If the presiding officer has delegated the authority to nominate a candidate to another director on the District Board, a copy of the relevant meeting minutes or minute order documenting this delegation must be included.

➤ **Nomination Period:** begins today, January 17, 2025, and will close on **Thursday, February 27, 2025, at 4:00 PM.**

Nominations must be submitted via email using the attached nomination form. Each nominee should also include a one-page statement of qualifications and the nomination form. Please be aware that nominations received after the deadline will not be accepted.

Call for Nominations to Fill Vacant Seat on LAFCO

January 17, 2025

Once the nomination period concludes, LAFCO staff will email ballots, statements of qualifications, and voting instructions to each district.

If you have any questions or need further assistance, please do not hesitate to contact LAFCO staff at (530) 889-4097 or lafoo@placer.ca.gov. Thank you for your attention to this important matter, and I look forward to your participation.

Sincerely,

Michelle McIntyre

Michelle McIntyre, Executive Officer
Placer LAFCO



Placer County Independent Special District Selection Committee
Nomination Form
Regular Voting Member

Please use this form to nominate a director on a Placer County Independent Special District board to run for the upcoming vacant regular voting member seat on the LAFCO Commission.

Nominee's Name	Position of Nominee	Originating District

Name of Nominating District: _____

Printed Name of Presiding Officer: _____

Signature of Presiding Officer: _____

(Signature Required)¹

- ☐ Minutes Attached (Optional)
☐ Statement of Qualifications Attached

Please email completed nomination forms to lafco@placer.ca.gov

by **Thursday, February 27, 2025, at 4 PM**

¹ The nominating district's presiding officer must sign this form unless the district's board has delegated authority to another person to nominate a director on behalf of the district. If this form is signed by such a delegee, please include the district's meeting minutes or minute order evidencing the delegation.

DIRECTOR REPORT



DATE: February 13, 2025
TO: Board of Directors
FROM: John Michelini, Director
BY: John Michelini, Director
SUBJECT: 2024-2025 MID-YEAR BUDGET SUMMARY REPORT

RECOMMENDATION

The Board of Directors reviews the mid-year budget summary.

BACKGROUND / ANALYSIS

The following represents an evaluation of the 2024-2025 Fiscal Year budget at the mid-point. The evaluation examines revenue and expenditures up to December 31, 2024, and adjusts for accounts fully paid in the first half of the Fiscal Year and accounts that have not been paid at this point in the budget year. An example would be a one-time per year loan payment in the amount of \$65,000.00. If that payment is not due until June 30th, it can cause the budget at mid-year to reflect an inaccurate value. The same can happen if the payment occurred in the first half of the year. Early payments make it appear that we are overspending. The adjustments made balance payments due, and payments made by treating them as if the payments were made 50% in the first half and 50% in the second half of the Fiscal Year. These adjustments give a clearer and more accurate picture of the budget at mid-year.

2024-2025 Mid-Year Budget Summary

Budgeted Revenue	Adjusted Revenue	Year to Date Revenue	Percent of total
\$2,539,840.19	\$2,739,237.43	\$1,487,443.23	54.32%

Budgeted Expenses	Adjusted Expenses	Year to Date Expenses	Percent of total
\$2,536,764.60	\$2,536,764.60	\$1,373,532.07	54.15%

2024-2025 Projected Year-End Position

Projected Revenue	Projected Expenses	Projected End Position
\$2,739,237.43	\$2,641,914.37	\$97,323.06

Budget notes:

1. Expenses at mid-year fully adjusted are \$105,149.77 above expectations or 108.29% of the mid-year split value.

2. Ambulance revenue on December 31, 2024, is \$397,332.29 on a mid-year projection of \$224,424.97. There are no specific indicators to explain the increased revenue. If the second half of the year produced 50% of the original full year expected revenue, the year-end total would be \$621,756.09 or \$172,906.85 more than expected.
3. Legal fees exceeded budget at mid-year by \$18,267.02 or 404% of the full year's allocation. The cost overrun is due to personnel-related legal services. The issue requiring elevated legal service expenses has been resolved and expenses in this category should be minimal in the last half of the year.
4. Mutual Aid reimbursements at mid-year are \$64,242.38.
5. Donations are at \$8,025.00 and exceed the full year expectation by \$3,025.00.
6. The Assistant Fire Chief position remains vacant. The original plan was to staff the position in the second half of the year and therefore the budget reflects a reduced salary of \$25,000.00.
7. Overtime station staffing is over budget by \$97,585.31. The high cost of overtime is caused by vacancies at Captain and Engineer during the first six-months of the Fiscal Year. Savings in salary of the vacant positions off-set the cost overage in overtime. Salary and Benefits as a category remain in line with expectations.
8. As a result of a transmission failure not covered by warranty, the ambulance repair account is overspent by 234%. While this account is over budget by \$7,818.68, the total vehicle maintenance account remains in balance at 42% expended.
9. The budget includes a General Fund Reserve contribution of \$42,883.42.
10. Without unanticipated expenses, the year-end final position projection shows a positive balance of \$97,323.06

DIRECTOR REPORT



DATE: February 13, 2024
TO: Board of Directors
FROM: John Michelini, Director
BY: John Michelini, Director
SUBJECT: 2025 AB 2302 – REMOTE MEETING PARTICIPATION

RECOMMENDATION

The Board of Directors receives the information included in this report and institute the requirements of AB 2302.

BACKGROUND / ANALYSIS

This information provided by the California Special Districts Association

By [@Derek Cole](#), Partner, Cole Huber LLP

2024 was a mostly quiet year for developments involving the Ralph M. Brown Act ("Brown Act"). No major changes were made to the Act or in its interpretation. The Legislature passed two bills—one concerning the Act's requirements for remote participation, and the other expanding a ground for closed session. The State Attorney General issued two opinions clarifying remote participation requirements and interpreting the Act's application to "state of the city" addresses.

Assembly Bill 2302 Changes the Requirements for Remote Participation at Meetings – Revised Limitations on the Number of Times Per Year Board Members May Appear Remotely

Teleconferenced meetings were the norm during the Covid pandemic. The use of audiovisual means in meeting participation continues today.

In 2021 and 2022, the Legislature codified standards for remote participation, building from the experiences of the previous Covid-era executive orders. The legislation from these years, in particular AB 2449 (2022), allows members of Brown Act bodies to participate remotely in two situations:

- For "just cause," defined as the need to provide care to a child or close relation, having a contagious illness, needs related to a physical or mental disability, or being on official travel for the agency; or
- "Emergency circumstances," which include physical or family emergencies that prevent a member from attending.

The right to appear remotely in these circumstances is not unlimited. Currently, members of Brown Act bodies may not appear remotely for a period of more than three consecutive months or for 20% of the year's regular meetings. (If a body meets fewer than ten times a year, a member may only appear remotely twice during the year.)

2024's AB 2302 (Addis), which takes effect on January 1, 2025, replaces these limitations with an easier-to-apply formulation. It limits the allowed number of remote appearances for members of Brown Act bodies to:

- Two times per year if the body regularly meets once per month or less;
- Five times per year if the body regularly meets twice per month; or
- Seven times per year if the body regularly meets three or more times per month.
-

In one of the two opinions, issued in July, the Attorney General considered the interplay of the Brown Act and the federal Americans with Disabilities ("ADA"). Specifically, his opinion considered whether the ADA allows remote meeting participation to serve as a reasonable accommodation for a member of a Brown Act body with a qualifying disability.

The Attorney General answered "yes" to this question. (Cal. Att. Gen. Op. 23-1002, Jul. 24, 2024.) Years ago the Attorney General had concluded the contrary. But because of the post-Covid changes to the Brown Act expanding on the right of members to participate remotely, the Attorney General concluded the prior reasoning no longer applied.

The new opinion noted, however, that disabled members accommodated through remote participation are required to comply with two conditions the Legislature placed on remote participation. Specifically, these members must be connected in real time through both audio and visual means, and they must disclose the identities of any adults present with them at the remote location.

The Attorney General Opines that "State of the City" Addresses are Brown Act Meetings

The Attorney General also opined in April that "state of the city" and similar addresses are "meetings" of "legislative bodies" subject to Brown Act requirements. (Cal. Att. Gen. Op. 23-102, Apr. 18, 2024.) When more than a quorum of an elected body attends these events, even when sponsored by private organizations such as chambers of commerce, the Brown Act's noticing and agenda requirements apply. The Attorney General noted the Act's exclusion of conferences and community meetings from the Act's definition of "meetings" but found these inapplicable. Nor, he opined, did any other Brown Act exception allow the event to be treated as anything other than a meeting.

Communication is provided for general information only and is not offered or intended as legal advice. Readers should seek the advice of an attorney when confronted with legal issues and attorneys should perform an independent evaluation of the issues raised in these communications.

DIRECTOR REPORT



DATE: February 13, 2024

TO: Board of Directors

FROM: John Michelini, Director

BY: John Michelini, Director

SUBJECT: 2025 AB 2561 – PUBLIC HEARING REQUIRED – VACANCY RATES

RECOMMENDATION

The Board of Directors receive the information included in this report and institute the requirements of AB 2561

BACKGROUND / ANALYSIS

The following information has been provided by the California Special Districts Association

By: Richard D. Pio Roda, Founding Partner, Redwood Public Law LLP

The Meyers-Milias-Brown Act authorizes collective bargaining for local public employees and employers, including special districts. [Assembly Bill 2561 \(McKinnor\)](#) adds Section 3502.3 to the Government Code to require all local public agencies, including special districts, to hold yearly public hearings on specified topics relating to recruitment and retention. The author's stated purpose of the bill was to address the critical issue of high vacancy rates within local public agencies in California. AB 2561 was one of a number of bills considered by the State Legislature in 2024 in connection with vacancy rate concerns, which also included [Assembly Bill 2557 \(Oretga\)](#) and [Assembly Bill 2489 \(Ward\)](#). In response to significant opposition, including by CSDA and a coalition of local agency organizations, AB 2557 and AB 2489 were defeated during the legislative process and AB 2561 was significantly narrowed in certain respects.

The enacted provisions of AB 2561, effective January 1, 2025, require special districts to take the following actions:

First, special districts must present the status of vacancies and recruitment and retention efforts at a public hearing at least once per fiscal year. At the hearing, the district is required to identify changes to policies and recruitment efforts that create hiring obstacles. Moreover, if the special district adopts an annual budget during the fiscal year, the special district must present the status of vacancies before adopting the final budget. These requirements are understood to accommodate agencies that adopt multi-year budgets.

Secondly, the bill allows recognized employee organizations for a bargaining unit to make a presentation at the public hearing at which the public agency presents the status of vacancies and recruitment and retention efforts for positions within that bargaining unit. This requirement appears to apply only to local agencies with recognized employee organizations. No guidance is given in the bill as to the amount of time required to be granted to the recognized employee organizations, or other particulars concerning their presentations.

This will be a new law with no current Attorney General opinions or case law guidance on implementation. Given the explicit requirement for recognized employee organizations to make a presentation at the AB 2561 public hearing, special districts may wish to seek advice from counsel as to whether a public hearing for AB 2561 compliance should be held separate from any regularly scheduled public hearing before budget adoption.

Lastly, if the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the special district must provide all the following information during the hearing upon the request of a recognized employee organization:

- The total number of job vacancies within the bargaining unit
- The total number of applicants for vacant positions within the bargaining unit
- The average number of days to complete the hiring process from when a position is posted
- Opportunities to improve compensation and other working conditions

Special districts should engage in proactive record keeping throughout the year in anticipation of the need to comply with this requirement. However, this final informational requirement appears to apply only to special districts with recognized employee organizations.

Although AB 2561's requirements may present challenges for local agencies, the chaptered version of the bill no longer contained a "meet and confer" requirement, which was amended out of an earlier version of the bill, and which may have otherwise presented additional labor-relations challenges.

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