

**ZAMORA FIRE PROTECTION DISTRICT**  
**Board of Commissioners Meeting Minutes For:**

Wednesday, July 20, 2022, at 7:00 PM, Zamora Fire Station

Attendees: Commissioner/Board Chair Doug Lewey, Commissioner Dave Keller, Commissioner Richard Covington, District Secretary Lacy Covington (DSLCL);  
Guest(s): Chase Covington, Travis Teague

The meeting was called to order by Commissioner/Board Chair Doug Lewey at 7:00 PM requesting roll call for Commissioner's present.

**1. Public Input/Open Forum (to include any discussions and/or actions needed/taken regarding the town hall); (Each guest is allotted 15 minutes to share his/her business; given number of guests present)**

- Celebration of Life to be held at the Town Hall on August 6<sup>th</sup>
- PG&E set up a meeting with VS Electric, ZFPD Board Chair and DSLCL to discuss paving and ADA painting at the Town Hall. Board Chair approved of PG&E's caution striping mock-up.  
PG&E confirmed they will communicate with ZFPD when they plan to schedule so someone from ZFPD can be present for this task.
- AC at Town Hall wasn't blowing cold. Maintenance to be done on the unit annually by Valley Oak Heating & Air.

**2. Fire Chief Report (to include any Yolo County Fire Chief's Association report and any actions requested/taken from the Zamora Fire Volunteer Department or the Zamora Firehouse); (Chief's report is allotted 15 minutes)**

Chief Covington Reports:

- Leak in the pressure tank at fire fill.  
Board says to look into this.
- Will follow up with the well grant as well
- Received quotes for outfitting the new truck. Riverview International can add the glass slider and tinting, estimated to be \$1,100.00. It would take a day and a half to complete this. Board suggests prepaying for this but waiting until winter to have it completed.  
Cascade quoted for miscellaneous tooling to outfit the new truck "B311" with an estimated cost of \$10,000.00  
Curtis Tools for Heroes quotes for wildland gear, estimated to be \$2,202.00
- Back lot is bad with "goathead stickers/puncture vine", it needs to be tended to
- ZFD mentioned to Yoche Dehe that they're looking into a Chief's truck. Yoche has one they don't use and will ask their Board about it.
- Exploring the idea of hiring someone to help with data entry for NFIRS

**3. Discuss and possibly act on 2022-2023 Special Assessment / Property Tax Roll**

- The Yolo County Special Assessment for 2022-2023 Tax Roll is being collected and all necessary forms required for submittal are signed as indicated.

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Forms Include:

Certificate of Assessment

2022-2023 Direct Charge Transmittal

Resolution 2022-01

Commissioner Richard Covington motions to sign as indicated and adopt

Resolution 2022-01

Second: Commissioner Dave Keller

AYES: 3 (Doug Lewey, Richard Covington, Dave Keller); NOES: 0; ABSTAIN: 0;

ABSENT: 1 (Chris Long); *Motion Passed*

**4. Discuss and possibly act on 2022 Biennial Notice / Conflict of Interest Review**

- Board Review: No amendments to conflict-of-interest code, exemption request qualifications. Signed as indicated

**5. Discuss and possibly act on FY 2021-2022 Budget Overage Adjustment**

After full review of expense account overages, Commissioner Dave Keller motions to move \$19,868.59 from expense account 501071-Maintenance Building Improvements to cover FY 2021-2022 overages as follows:

501070- \$4,441.81

501040- \$695.81

501250- \$4,159.12

503070-\$10,571.85

Second: Commissioner Richard Covington

AYES: 3 (Doug Lewey, Richard Covington, Dave Keller); NOES: 0; ABSTAIN: 0; ABSENT: 1 (Chris Long); *Motion Passed*

**6. Discuss and possibly act on FY 2022-2023 Budget**

- After line-item review and Board Discussion, Commissioner Richard Covington Motions to adopt Fiscal Year 2022-2023 Budget with total financing sources/uses of \$201,395.00; Sign as indicated and adopt the following requested forms from Yolo County Department of Financial Services:
  - \*District Officials as of June 30, 2022
  - \*District Contact for Budget Questions
  - \*Special District Authorization Form FY 2022-2023
  - \*Closing Schedule Documents Including: Back Accounts outside of Treasury with First Northern Bank Statement; Prepaid Expenses with Golden State Risk Management Authority.
  - \*Closing Schedule Questionnaire for FY2021-2022; Including support documents.

Second: Commissioner Doug Lewey

AYES: 3 (Doug Lewey, Richard Covington, Dave Keller); NOES: 0; ABSTAIN: 0;

ABSENT: 1 (Chris Long); *Motion Passed*

**7. Discuss and possibly act on Indian Valley Dam Emergency Action Plan**

- Jennifer Reed from the Yolo County Flood Control & Water Conservation District (which owns and operates the Indian Valley Dam) is in the middle of a review

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with Cal OES regarding their Emergency Action Plan. This review requires reaching out to impacted jurisdictions. Ms. Reed provided questions for ZFD response. Full review of questions and response provided.

**8. Board Meeting Minute Approval: June 15, 2022**

Commissioner Richard Covington motions to approve meeting minutes as written.

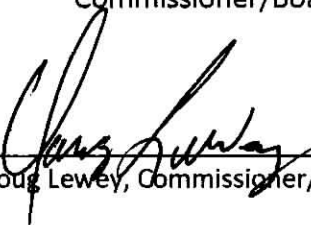
Second: Commissioner Dave Keller

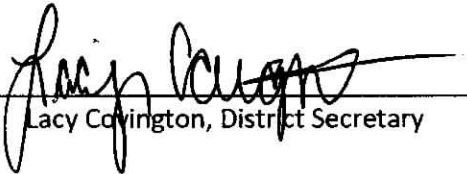
AYES: 3 (Doug Lewey, Richard Covington, Dave Keller); NOES: 0; ABSTAIN: 0; ABSENT: 1 (Chris Long); *Motion Passed*

**9. Review current bank statements, monthly claims, deposits, monthly financial reports if available from Yolo County.**

All available reports reviewed, claims and deposits approved by signature as indicated

Having no further business to discuss, the meeting was adjourned at 8:20PM by order of Commissioner/Board Chair.

  
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Doug Lewey, Commissioner/Board Chair

  
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Lacy Covington, District Secretary