

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

Wednesday, July 17, 2024, at 7:00 PM, Zamora Fire Station

Attendees: Commissioner Doug Lewey, Commissioner Chris Long, Commissioner Adam Horn, Commissioner Richard Covington, Commissioner Dave Keller, District Secretary Lacy Covington (DSLCL);

Guest(s): Chase Covington, Travis Teague

The meeting was called to order by 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)**

**Town Hall Business:**

- Town Hall air filters need to be replaced. Judi Cooper will purchase and install, just need info on the two sizes.
- Breaker went out and AFES internet went down recently. This was remedied by Dave Keller and Chief Covington
- DSLC needs to contact 4H rep to complete agreement documents and insurance for 2024-2025
- DSLC needs to contact Terminix regarding the "Year in advance" contract and invoice for town hall services.

**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 Reported:

- 107 calls for the year so far. It's been quiet lately.
- Brush11 air conditioning went for service the first week of July. Parts systems had a cyber-attack, and nothing was completed. Brush11 was picked up and recently dropped back off.
- Burton's Fire was the previous contact to work on Engine11. The winter months are best for getting this serviced.
- Chief's truck is in Yuba City getting stickers done. It will be picked up tomorrow.
- The process for calling in to see if it's a burn day has been updated to an automated system. New phone number is 530-666-8998. Board requests DSLC to update the website with this information.
- Assistant Chief, Travis Teague is still flushing the lines for the ice machine monthly. It's clear and looks good.
- Starlink has not been set up. Board discussion regarding payment for monthly invoice.

Commissioner Adam Horn Motions to use First Northern Bank's online bill paying services to pay monthly Starlink invoice.

SECOND: Commissioner Dave Keller

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AYES: 5 (Doug Lewey, Chris Long, Adam Horn, Richard Covington, Dave Keller);  
NOES: 0; ABSTAIN: 0; ABSENT: 0; *Motion Passed*

**3. Discuss and possibly act on Fiscal Year 2023-2024 Budget Adjustment**

- Line-item review of expense account overages.  
Commissioner Adam Horn motions to move \$29,693.76 from the Capital Asset Replacement Reserve to cover FY 23-24 overages as follows:  
Maintenance Equipment- 510070: \$5,231.79  
Maintenance Building Improvements- 510071: \$22,179.34  
Transportation & Travel- 510200: \$1,538.36  
Transportation & Travel Fuel- 510201: \$41.27  
Household Expense- 510040: \$703.00  
SECOND: Commissioner Richard Covington  
AYES: 5 (Doug Lewey, Chris Long, Adam Horn, Richard Covington, Dave Keller)  
NOES: 0; ABSTAIN: 0; ABSENT: 0; *Motion Passed*

**4. Discuss and possibly act on Fiscal Year 2024-2025 Budget**

- Line-item review of proposed budget.  
Commissioner Adam Horn motions to adopt Fiscal Year 2024-2025 Budget with total financing uses of \$180,189.00; And adopt all additional documents:  
-District Contact for Budget Questions  
-Closing Schedule Documents: Bank Accounts outside of Treasury; Prepaid expenses of Golden State Risk Management Insurance  
-Closing Questionnaire with support documents  
SECOND: Commissioner Doug Lewey  
AYES: 5 (Doug Lewey, Chris Long, Adam Horn, Richard Covington, Dave Keller);  
NOES: 0; ABSTAIN: 0; ABSENT: 0; *Motion Passed*

**5. Board Meeting Minute Approval: June 19, 2024**

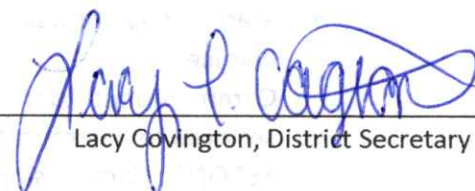
- Commissioner Richard Covington motions to approve meeting minutes as written.  
Second: Commissioner Adam Horn  
AYES: 5 (Doug Lewey, Chris Long, Adam Horn, Richard Covington, Dave Keller);  
NOES: 0; ABSTAIN: 0; ABSENT: 0; *Motion Passed*

**6. Review current bank statements, monthly claims, deposits, monthly financial reports if available.**

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

Having no further business to discuss, the meeting was adjourned at 7:54PM by order of Board Chair, Doug Lewey.

  
Doug Lewey, Board Chair

  
Lacy Covington, District Secretary