**Westport Fire Protection District**

**Board of Director Meeting Minutes**

**September 12, 2023**

1. **Meeting Called to Order** at 6:05 PM.

Those in Attendance: Ed Amador, Stacy Cardoso, John Varni, Norm Hyer, Ross Lee, Chief Shanon Evans and Battalion Chief Gary Thompson.

**2. Reading and Approval of the Minutes**

1. August 2023 Minutes read by Stacy Cardoso. Motion to approve made by John Varni and seconded by Norm Hyer. All in favor, motion carried.

**3. Those wishing to address the Board**

None

**4. Fireman’s Association’s Report**

Crab Feed – Crab Vendor is Seafood Express - $36-40/per person. That price includes crab and paper products. Working on having wine donated by Bronco. Thompson is working on getting guns donated for raffle. The Association will work on other donations.

Memorial Fund Balance - $7343.82

Checking Balance - 21,645.32

Norm Hyer reported that last week’s meeting went well and reported the new promotions.

**5. Reconcile Monthly Statement**

**August 2023**

County Reports not received in time for meeting. August report at October meeting.

**6. Developmental Impact Fee Statement**

8/22/23 #2023-1726 Davidson, George & Emma $1,874.36

**7. Old Business**

1. Storage Units – August’s approval for the 2storage units for $10,000 is changed to two storage units for $12,650.00 for PPE and Bay Storage. A Motion was made by Ross Lee and Seconded by Norm Hyer. All in favor, motion carried.

The two units are scheduled to be delivered next week. $12,650.

Chief Evans showed the Board the Kitchen unit he is interested in.

Chief Evans got Home Depot/Hatch Road to donate all their damaged stock.

1. New Engine – Battalion Chief Thompson showed pictures of the new engine’s progress. Hi-Tech feels they are 30-days out.

**8. New Business**

1. Received Engagement Letters from Johnson & Matos CPAs, Inc. for 2021-2022 through 2022-2023 Audit and the 2022-2023 Financial Transaction Report. The cost for the Audit to not exceed $5,000 and $750 for the Financial Transaction Report. A Motion was made by John Varni to accept Johnson & Matos CPSs quote. Seconded by Stacy Cardoso. All in favor, motion carried.
2. Danielle Denczek submitted our Direct Assessments for Fiscal Year 2023-2024 for $39,383.02 for Tax Code 53500 and $162,873.34 for Tax Code 53510 (Measure J).

53500 showed an increase of less than $100 from our budgeted figure and 53510 showed an increase of $39,383 from our budgeted figure.

**9. Chief’s Report**

1. Office refresh is almost completed.
2. Active Shooter with school, attending CUSD training. Will be setting up training in the future.
3. Mentor Program with the Firefighters
4. Toy Drive with Westport Elementary
5. Cooking for the 75Th anniversary for Westport Elem.

Working on that relationship, will address the sign issue later.

1. Air Board denied funding for the new engine but we were denied because we have already made a payment on the new engine. Would like to put in an application to the Air Board and bundle the Rescue and the engine 49 to purchase a type-3 engine. Back up when type-1 is in the shop.
2. Would like to get City of Modesto to increase their yearly $1,500 to $10,000-$20,000.
3. We currently have 5 of our Firefighters in the academy. Another 7 starting in January 2024.

**10. Correspondence**

1. Check from AMR for $350.00 for August 2023.
2. Check for $15,000 for the 2023-24 Wildland Grant.
3. City of Ceres paid their bill.

**11. Approval and Payment of the monthly bills**

1. Monthly Bills are $22,166.74

A motion was made by Ross Lee to pay monthly bills. The motion was seconded by John Varni. All in favor, motion carried.

**12. Executive Session**

None

**13. Meeting Adjourned**

 7:04 PM.

Prepared by Angela Nunes