

**WILLOW OAK FIRE PROTECTION DISTRICT
COMMISSIONER'S MEETING
18111 COUNTY ROAD 94 B
WOODLAND, CA 95695**

DATE : TUESDAY, SEPTEMBER 6, 2022

TIME : 6:00 P.M.

LOCATION : 17535 COUNTY ROAD 97, WOODLAND, CA 95695

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC REQUESTS / COMMENTS**
This is the time for the public to address the Commission on any subject relative to the Fire District, but not on the present Agenda. A five (5) minute limit will be imposed per individual speaker.
4. **DISTRICT CORRESPONDENCE**
Action and deliberation regarding correspondence received.
5. **APPROVE MINUTES OF AUGUST 2, 2022 REGULAR MEETING**
6. **APPROVE PAYMENT OF CLAIMS**
7. **RESOLUTION 22-02**
A Resolution recommending the Yolo County Board of Supervisors adopt the Development Impact Fee Study.
8. **PROP 172 / LAFCO REPORT**
9. **STAFF REPORTS**
 1. **Office Report**
 - a) **Deposit**
 2. **Building & Equipment Maintenance**
 - a) **Action and deliberation regarding maintenance or repairs needed to Station and Equipment.**
 3. **Chief's Report**
10. **ADJOURNMENT**

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING AGENDA WAS POSTED WEDNESDAY, AUGUST 31, 2022 AT 5:00 P.M. ON THE BULLETIN BOARDS OF THE WILLOW OAK FIRE STATION #7 18111 CO RD 94 B, WILLOW OAK HALL 17535 CO RD 97, WOODLAND, CA 95695

**PAMELA PEARSON,
SECRETARY TO THE COMMISSIONERS**

IF REQUESTED, THIS AGENDA CAN BE MADE AVAIABLE IN APPROPRIATE ALTERNATIVE FORMATS TO PERSONS WITH DISABILITIES, AS REQUIRED BY SECTION 202 OF THE AMERICANS WITH DISABILITIES ACT OF 1990 AND THE FEDERAL RULES AND REGULATIONS ADOPTED IN IMPLEMENTATION THEREOF. PERSONS SEEKING AN ALTERNATIVE FORMAT SHOULD CONTACT THE BOARD CLERK FOR FURTHER INFORMATION. IN ADDITION, A PERSON WITH A DISIBILITY WHO REQUIRES A MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES,, IN ORDER TO PARTICIPATE IN A PUBLIC MEETING SHOULD TELEPHONE OR OTHERWISE CONTACT THE BOARD CLERK AS SOON AS POSSIBLE AND PREFERABLY AT LEAST 24 HOURS PRIOR TO THE MEETING. THE BOARD CLERK MAY BE REACHED AT TELEPHONE NUMBER (530) 662-0781 OR AT THE FOLLOWING ADDRESS: WILLOW OAK FIRE PROTECTION DISTRICT 18111 COUNTY ROAD 94 B, WOODLAND, CA 95695 (PHYSICAL AND MAILING).

**PAMELA PEARSON,
SECRETARY TO THE COMMISSIONERS**

**RESOLUTION NO. 22-02
OF THE
WILLOW OAK FIRE PROTECTION DISTRICT**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WILLOW OAK FIRE PROTECTION DISTRICT RECOMMENDING TO THE YOLO COUNTY BOARD OF SUPERVISORS THE ADOPTION OF THE DEVELOPMENT IMPACT FEE STUDY AND INCREASING THE DEVELOPMENT IMPACT FEES FOR ALL DEVELOPMENT WITHIN THE BOUNDARIES OF THE WILLOW OAK FIRE PROTECTION DISTRICT

RESOLVED, by the Board of Directors of the Willow Oak Fire Protection District (the "District") as follows:

WHEREAS, pursuant to Government Code section 66001 the District, through the County of Yolo, may levy a fee on all new residential, commercial, and industrial development within the District boundaries, to fund the capital equipment and facilities construction needs of the District;

WHEREAS, the County of Yolo holds the police power to enact an increase in the development impact fees on behalf of the District;

WHEREAS, the District has a plan which states an overall vision for the construction and equipping of stations in order to meet the demands of the citizens within the District;

WHEREAS, the District has performed a study to assess the impact on the District's facilities from residential, commercial, and industrial development and established a nexus between such development and the need for funding to construct facilities;

WHEREAS, the impact fees collected shall be used to finance the public facilities described or identified in the *Willow Oak Fire Protection District Development Impact Fee Study Fire Facilities* or other public facility master plans as may from time to time be adopted by the Governing Board of the District;

WHEREAS, after considering the specific project descriptions and cost estimates identified in the *Willow Oak Fire Protection District Development Impact Fee Study Fire Facilities*, the Governing Board approves such project descriptions and cost estimates and finds them reasonable as the basis for calculating and imposing certain impact fees.

NOW, THEREFORE, it is hereby ORDERED and DETERMINED, as follows:

Section 1. The *Willow Oak Fire Protection District Development Impact Fee Study Fire Facilities* is hereby adopted by the District.

Section 2. The Board of the District recommends to the Board of Supervisors of the County of Yolo the adoption and implementation of an increase in the Fire Mitigation Fee on behalf of the District as set forth in the *Willow Oak Fire Protection District Development Impact Fee Study Fire Facilities* under the police powers granted to the County in order to support public services.

Section 3. The fee shall be solely used (1) for the purposes described in the *Willow Oak Fire Protection District Development Impact Fee Study Fire Facilities*, or (2) for reimbursing the District for the development's fair share of those capital improvements already constructed by the District.

Section 4. Annually, as part of the budget process, the Fire Chief shall review the estimated cost of the described capital improvements, the continued need for those improvements and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which the fee is charged.

Section 5. The development impact fees, including any increases for inflation per the *Willow Oak Fire Protection District Development Impact Fee Study Fire Facilities*, as authorized by the State, shall be collected prior to the issuance of a building permit on each eligible unit, based on the habitable and enclosed square footage of the building.

I, the undersigned Secretary of the Willow Oak Fire Protection District, hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by the Board of Directors of the Willow Oak Fire Protection District at a meeting thereof on the 6th day of September 2022, by the following vote of the members thereof:

AYES: 5
NOES: 0
ABSENT: 0

RF
Chairman of the Board of Commissioners

Janula Pearson
Secretary of the Governing Board
Willow Oak Fire Protection District

COMMISSIONER'S MEETING
WILLOW OAK FIRE PROTECTION DISTRICT
WOODLAND, CA 95695

SEPTEMBER 6, 2022
M I N U T E S

1. CALL TO ORDER

The meeting was called to order at 6:08 p.m. by the Chairman, Bob Frommelt.

MEMBERS PRESENT : Kim Timothy, Blake Harlan, Ken Breckenridge, Steve Chriss, Bob Frommelt

ABSENT : None

OTHERS PRESENT : Chief Klinkhammer, Assistant Chief Guse, Pam Pearson

2. PUBLIC REQUEST / COMMENTS

None

3. DISTRICT CORRESPONDENCE

None

4. APPROVE MINUTES OF AUGUST 2, 2022 REGULAR MEETING

A motion was made by Commissioner Timothy and seconded by Commissioner Chriss to approve the minutes of the August 2, 2022 regular meeting. Ayes : 5 Noes : 0 Absent : 0

5. APPROVE PAYMENT OF CLAIMS

A motion was made by Commissioner Timothy and seconded by Commissioner Breckenridge to approve the payment of claims. Ayes : 5 Noes : 0 Absent : 0

6. RESOLUTION 22-02

A MOTION WAS MADE BY Commissioner Timothy and seconded by Commissioner Harlan to approve Resolution 22-02. Ayes : 5 Noes : 0 Absent : 0

7. PROP 172 / LAFCO REPORT

Chief Klinkhammer reported that they are waiting for the report to go the Yolo County Board of Supervisors.

8. STAFF REPORTS

1. Office Report

The Secretary reported that a deposit in the amount of \$4,981.00 was made.

2. Building & Equipment Maintenance

Chief Klinkhammer reported that the speaker in B7 was repaired and the new engine maybe completed in November.

Chief Klinkhammer has applied for a CalFire grant and it has been approved and he would also like to join the Fire Districts Association.

9. ADJOURNMENT – 6:40 P.M.

Bob Frommelt, Chairman

Pamela Pearson, Secretary