

WEST POINT FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

July 8th, 2026

Chair Marsili called the meeting to order at 6:00 P.M. at the West Point Fire Station, 195 Spink Rd West Point, Ca 95255.

PRESENT: Chair Julia Marsili, Director Tim Adams, Director John Hesketh, Director Bryan Payne, Chief Michael Downs, Chaplain Bruce Forrest, and Clerk Bronwynne Wolf.

ABSENT: Director Dorrie Klith.

The Board adjourned to closed session at 6:02 P.M. for Personnel Matters pursuant to Government Code § 54957(b).

The Board reconvened to open session at 6:11 P.M. No reportable action was taken.

Public Comment:

No members of the public were present for public comment.

Announcements from West Point Fire Protection District Partners:

Partner reports - Chaplain Forrest reported that he provided dessert to district firefighters on July 4th.

Consent Agenda:

The following items were motioned for approval by Director Hesketh, seconded by Director Adams, and passed with 4 ayes.

- a. Approve Regular Meeting Minutes from June 10th, 2026
- b. Acknowledge receipt and review of financial statements for June 2026
- c. Approve monthly expenses for June 2026



Old Business:

a. Status of Equipment: Downs, Information

Chief Downs reported that the cab airbags on Engine 313 failed, causing the apparatus to lose air pressure and be taken out of service. He reported that Engine 311 was placed in service the following morning, but a relay caught fire and the apparatus was also removed from service. Engine 316 had dead batteries, which were replaced. Chief Downs reported that a mechanic is scheduled to repair Engine 313 and inspect the electrical issue on Engine 311 on Thursday. No action taken.

New Business:

a. Mail/Communications: Wolf, Information

Clerk Wolf reported that the Notice of General Election posting was included in the packet and will be added to the district website. The candidate filing period opens July 13th and closes at 5:00 P.M. on August 7th. Clerk Wolf also reported that a copy of the Calaveras County Civil Grand Jury report regarding Measure A was included in the packet. No action taken.

b. Consideration of Letter of Support for CCRCD West Point Community Fuel breaks Grant Application: Downs, Action

Chief Downs reported that a letter of support had already been provided to the CCRCD for the West Point Community Fuel breaks grant application due to the grant deadline. The Board discussed general direction for future letters of support and indicated that district support should be limited to fire-related, public-safety-related, or other appropriate nonprofit or community-service projects, and should not be provided for for-profit enterprises or matters outside the district's role. No action was taken.

c. Competitive Bids for Side-by-Side Utility Vehicle Purchase: Downs, Action

Chief Downs presented competitive bids for a Polaris side-by-side utility vehicle for emergency response and search and rescue access. He reported that the bids were for similar floor models and that Auburn Extreme Power Sports provided the lowest bid. Discussion included selecting an enclosed cab model compatible with snow tracks and with equipment used by Ebbets Pass and Calaveras County Search and Rescue to allow parts compatibility when needed. Additional future costs were discussed, including a trailer, warning lights, a permanent radio, and a patient-transport rescue skid.

Chair Marsili motioned to approve the purchase of the Polaris side-by-side utility vehicle from Auburn Extreme Power Sports for an amount not to exceed \$45,000, seconded by Director Hesketh. The motion passed with 4 ayes.



d. Approval of Additional Design Fees for the West Point Fire Station Project — Aspen Street Architects and Civil Engineering Services: Downs, Action

Chief Downs presented requests for additional design fees related to the West Point Fire Station Project, including \$10,000 requested by WGA and \$20,000 requested by Aspen Street Architects. Discussion included project changes related to the sewer line, grading, electrical design, generator planning, heating and cooling for the apparatus bay, accessible parking, and the project transition from planning review toward building review.

The Board discussed the need for additional supporting detail before considering approval of the requested fees. The Board requested itemized documentation supporting prior billings and future invoices, including detail sufficient to support the costs requested. The item was tabled pending additional information. No action taken.

Reports, Director, and Staff Comments

Fire Chief Report/Announcements:

Chief Downs expressed appreciation to Chief Emery for covering the district for 24 hours during recent staffing and apparatus-related issues.

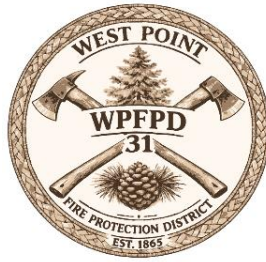
Chief Downs reported that Advanced EMT application policies are moving forward and that the process will require a 30-day public review. He reported that the Advanced EMT class is nearing midterms, participants are beginning IV skills, and approximately six weeks remain before clinicals. Chief Downs also reported that future discussions may be needed regarding compensation for personnel who complete the Advanced EMT program.

Chief Downs reported on County discussions regarding Transient Occupancy Tax (TOT) and Proposition 172 funding. He reported that the potential budget impact to the district could be approximately \$90,000. Chief Downs reported that Calaveras County fire chiefs attended the Board of Supervisors meeting as a united front, that the County adopted a preliminary budget, and that a meeting with the County CAO and two fire chiefs is anticipated on July 24th. Discussion also included the County dispatch contract and the district's Measure A (CLFPT) funding.

Chief Downs reported that he continues to review HR service options, including the possibility of coordinating with Mokelumne Hill Fire Protection District for a package approach. HRtoGo was also mentioned as a possible resource by Chair Marsili.

Board Member Announcements:

Chaplain Forrest noted he would be at Pipi Camp the following week.



Adjournment:

The meeting adjourned at 6:49 P.M. The next regular meeting will be held at 6:00 P.M. on Wednesday, August 12th, 2026, at the West Point Fire Protection District Station, 195 Spink Rd. West Point, CA 95255.