



**Felton Fire Protection District Board of Directors
Regular Meeting Minutes
Monday, May 5, 2025
6:00 p.m.**

Location: Felton Fire Station Meeting Room, 131 Kirby St, Felton California

Felton Fire Protection District will accommodate persons with disabilities. Please phone the fire station at (831) 335-4422 and communicate your specific needs. Any person may comment on any agenda item and must be recognized by the Board Chair prior to comment.

Call to Order-The meeting was called to order at 6:00 p.m.

Pledge of Allegiance

Roll Call-Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell were present.

Consideration of Additions/Deletions to the Agenda

Additional material submitted to Item 3:

- Correspondence of Jesse Kathan, dated May 3, 2025
- Board memo from Director Schwanbeck regarding Letter to Squad/Auxiliary

Additional Material submitted to Ad Hoc Committee Reports:

- Ad Hoc Strategic Planning Committee Report (Director Conrad)
- Ad Hoc Budget Committee Report

Statements of Disqualification-Chair Crandell stated he would not be voting on item number 10.

Consent Agenda

1. Approval of the Minutes of April 14, 2025.
2. Approval of Paid Vendor Claims for the Month of April 2025.
3. Correspondence
 - Letter of Isaac Blum dated April 22, 2025.
 - Letter to Squad and Auxiliary dated April 27, 2025.

Director asked to pull the CalCard payment from item 2.

MOTION: Motion made by Director Schwanbeck, seconded by Director Conrad to approve the consent agenda.

ACTION: The motion passed by the following vote:

AYES: Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

Public Comment/Oral Communications

The following members of the public addressed the Board: Chris (last name not given); Judy Anderson.

Director's Reports

Ad Hoc Committee Reports

4. SOP Committee Report
5. Strategic Planning Committee Report
6. Budget Committee Report

Chief's Report

7. Chief's Report

General Business

8. Discussion/Action: Review of 2025-2026 Preliminary Budget.

ACTION: The Board reviewed and discussed the 2025-2026 Preliminary Budget. Director Schwanbeck commented on sub objects in the preliminary budget and requested staff return with additional information relating to Regular Pay Permanent/Shared Services breakout; no action taken.

9. Discussion/Action: Discuss Staffing Needs and Necessary Authorizations for Alcohol Sales at the Auxiliary's Mother's Day Pancake Breakfast event on Sunday, May 11, 2025, and Take Related Actions.

The following members of the public addressed the Board: Judy Anderson.

MOTION: Motion made by Director Schwanbeck, seconded by Director Anderson, to authorize the sale of alcohol by the Felton Fire Protection District's Auxiliary at the FFD Auxiliary's Mother's Day Pancake Breakfast event on Sunday, May 11, 2025, and the use and number of District staff to run the event; with the further direction that future established events will be approved without board action with 30 days advance notice to staff, until otherwise modified by the Board of Directors.

ACTION: The motion passed by the following vote:

AYES: Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

10. Discussion/Action: Discuss Staffing and Apparatus Needed to Fulfill Commitment to SLV Bob Cat Club Silent Auction Winners and Take Related Actions.

MOTION: Motion made by Director Schwanbeck, seconded by Director Shults to authorize the use of District staff and vehicles to fulfill the commitment to the SLV Bob Cat Silent Auction winners.

ACTION: The motion passed by the following vote:

AYES: Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

11. Discussion/Action: Consider Establishing Protocols for Events Involving District Assets/Personnel.

Director Shults indicated that the SLV Grad Night program requested two Felton Firefighters to attend the event and requested use of the stuffed horse on District property.

ACTION: Discussion held; the Board, by consensus, agreed to lend the horse prop to SLV Grad Night for their Grad Night 2025 event.

12. Discussion/Action: Consider Reimbursement Policy for Felton Fire Protection District Volunteer Firefighter Emergency Medical Technician Training Coursework.

MOTION: Motion made by Director Anderson, seconded by Director Schwanbeck, to reimburse up to six (6) current Felton Firefighters to attend the Emergency Medical Technician course in July 2025, including the cost of coursework and materials.

ACTION: The motion passed by the following vote:

AYES: Anderson, Conrad, Schwanbeck, Shults

NOES: None

ABSTAIN: Chair Crandell

Adjournment-The meeting was adjourned at 7:50 p.m.

Approved:



Chair Norm Crandell

Attest:



Board Secretary Jess Fitzgerald

