

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
NOVEMBER 16, 2022 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

President, Michael Gadoua, called the Regular Board Meeting to order at 7:03 p.m. The agenda for this meeting was posted on November 10, 2022.

Directors Present: Mark Hemmendinger, Michael Gadoua, Bret Herman, Bob Moretti, Brian Proteau, Ray Peterson and Sage Howell

Minutes Conducted by: Jennifer Bechtold

II. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no citizen business.

B. Correspondence and/or Presentations

There was no correspondence.

C. Administration of Oaths of Office to Sage Howell, Robert Moretti, Ray Peterson and Michael Gadoua

Board Clerk, Jennifer Bechtold, administered Oaths of Office to Directors Howell, Moretti, Peterson and Gadoua.

III. APPROVAL OF MINUTES

A. Regular Meeting of October 19, 2022

Motion moved by Mr. Proteau and seconded by Mr. Herman.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

B. Special Meeting of October 26, 2022

Motion moved by Mr. Herman and seconded by Mr. Proteau.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

IV. CONSENT CALENDAR

A. Ratification of Checks Issued

Motion moved by Mr. Proteau and seconded by Mr. Howell.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Gossner reported the following:

- 1.) Paramedics – we have two applicants in a holding pattern until the new Chief is hired and then we can move forward. We will use a different system to hire medics moving forward.
- 2.) Attended SCFD Board meeting on November 15. The District is working hard on their exclusive operating area for ambulance and will be coming to all districts for letters of support soon.
- 3.) Management meeting this morning and all hands tomorrow morning. These meetings have been helpful to all.
- 4.) New Chief appointee, Jeff Veliquette has almost completed his background. Should have results by Monday, November 28.
- 5.) Type 1 Engine is still being outfitted and warranty work is being addressed. It may be another month until we can put the engine into service. No direction on 9132 chassis. BC Wandel is reaching out to vendors.
- 6.) Attended a roundtable discussion on Sept 27 at SSU. Will be setting up a meeting with them to introduce Jeff. He is also making sure Jeff has all contacts with Chiefs, Supervisors, etc.
- 7.) Met with Supervisors Coursey and Gore to discuss consolidation and what this means to them. Forwarded them the financial review, letter of request for money and denial from county. They are fully in support of the consolidation. The soonest they can look at budget request is June. Chief Gossner also suggested that the County resume the fire ad hoc committee to deal with the fire service. Chairman Gore is working to get some type of committee back together. Chief Gossner also met with Supervisor Rabbitt. The next step will be a meeting with Jeff, Chief Heine and himself. This will not be a fast process but it is a positive step.
- 8.) Attended ribbon cutting for SCFD's new helicopter. Event was well attended.
- 9.) The District participated in multiple Halloween events; one in Cotati and one in Rohnert Park.
- 10.) Chief Gossner, crew 9181 and BC Weihman attended the SSU game night on November 7. There were only about 10 students but they enjoyed the evening. A couple students interested in the fire service inquired about a ride along. Chief Gossner also attended the SSU women's soccer playoff game.
- 11.) Attended Sonoma Valleys badge pinning event. 42 people hired or promoted over the past three years.
- 12.) October – 212 calls for service with six fires. There were 37 calls to SSU (last year this time, ran 85 calls).

B. Director Reports

Mr. Proteau commented he was contacted by Chris Rafanelli from Liberty School about purchasing the property at station 3. They want to expand school but in order to do so they must install a water tank. The school would consider a lot line adjustment or purchasing the entire property and leasing the station back to us. Chief Gossner also talked to Chris Rafanelli and told him we would need to wait until the new Chief is on board. This will need further discussion with staff and management as well.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger commented the finance committee met following last month's Board meeting. At this time, we are ahead of where we expected to be at this point in the year. Property taxes will come in 1% higher than projected and we may save all of the money put aside for the ALS program or at least half of this, which is around \$300K. We do have an additional \$20K liability for workers compensation as well as \$12K more in county administration fees we did not budget for. Strike team revenues will be approximately \$85K more than budgeted. There is *potentially* \$500K in positive cash flow through the end of the fiscal year. Much of this depends on the ALS program and RDA recouping. This carry over money could be used for the station remodel.

At the end of the monthly budget report, we have also made some changes under "Current Assets." The five accounts list show the actual cash accounts, which add up to \$2.7 million at this time. These funds must last until the end of December. Of this total, we have encumbered \$1.2 in capital reserve funds and maintaining \$1.5 million in our operating account. Come the end of December, the operating account will probably be down to around \$500K until we get our property tax deposits. This information shows the wisdom behind how we put together our capital operating fund on July 1. This is a better representation to the Board and one of the best cash positions we've been in for a while.

Mr. Moretti asked since last month, how we were able to come up with enough money to possibly do the remodel. Mr. Hemmendinger explained that we did a budget analysis and we have not spent designated money in some areas of the budget. We are also expecting 5% property tax revenue and we budgeted 4%. In July we were making a budget based on what we thought we would spend. We also didn't have strike team invoices or RDA information at that time.

b. Negotiations

No report filed.

c. Ad-Hoc Equipment

No report filed.

d. Ad-Hoc Legislative

No report filed.

e. Ad-Hoc Chief's Evaluation

No Report filed.

f. Long Range Planning

No report filed.

g. Ad-Hoc Capital Improvements

No report filed.

D. Firefighters' Association Report

No report filed.

E. Firefighter's Union Report

Engineer Tim Henry noted the Union is looking forward to working with the new Fire Chief.

VI. UNFINISHED BUSINESS

A. Review and Possible Approval of HVAC Upgrade Bids at Stations 1 and 3

Mr. Proteau commented he responded to the architect yesterday and was told the plans are at PRMD. We do expect some minor changes but these are not expected to change the scope of work. Strata should have bid documents ready by tomorrow. The Board will review the bids at the December Board meeting.

B. Discussion on Station 2 Remodel and Funding

Firefighter James Norton noted that the mobile trailers are set to be moved to station 2 the 2nd week of December.

Mr. Proteau hopes to have remodel plans ready to go to bid in December as well.

Public Hearing was opened at 7:45 p.m.

VII. PUBLIC HEARING

A. Discussion on Ordinance No. 2022-01: California Fire Code Amendments (2nd Reading)

There was no comment on the Ordinance.

Public Hearing was adjourned at 7:46 p.m.

VIII. NEW BUSINESS

A. Adoption of Ordinance No. 2022-01: California Fire Code Amendments (Staff Report by BC Taylor)

Motion moved by Mr. Herman and seconded by Mr. Peterson.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Peterson – aye

Mr. Howell – aye

Mr. Herman – aye

Mr. Proteau – aye

Mr. Hemmendinger – aye

Mr. Gadoua – aye

Mr. Moretti – aye

B. Discussion on Special Board Meeting for Chief Appointment

The Board of Directors have scheduled a special meeting to offer the job and appoint the new Fire Chief for November 30 at 5:00 p.m. at station 1.

New Business Continued:

C. Discussion on CalPERS Liability Presentation by Ridgeline Municipal Strategies
(Staff Report by Jennifer Bechtold)

Mrs. Bechtold explained that Ridgeline Municipal Strategies reached out offering to put together a presentation on the future of CalPERS. With the recent market losses, the District's unfunded liability will likely increase in coming years. Ridgeline recently prepared a presentation for the City of Cotati on their pension liabilities, and these slides will be shared as an example of what we can expect. Mr. Hemmendinger stated we need to know what our liability will be for the coming years and that we need some guidance from someone else on what we do with these options. The Board would like to review the slides presented to the City of Cotati and then revisit this item for discussion in December.

IX. DIRECTION ON FUTURE AGENDA ITEMS

- Approval of Bids for HVAC systems

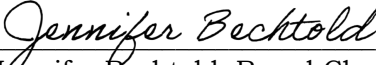
X. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:08 p.m.

Motion moved by Mr. Herman and seconded by Mr. Moretti.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Respectfully submitted,



Jennifer Bechtold, Board Clerk

Date Approved by Board:

December 14, 2022
