

Rancho Adobe Fire Protection District

11000 Main Street
P. O. Box 1029
Penngrove, California 94951

Telephone: (707) 795-6011
Fax: (707) 795-5177
www.ranchofire.com

**MINUTES OF THE REGULAR BOARD MEETING
JANUARY 18, 2023 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

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

President, Brian Proteau, called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on January 12, 2023.

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

Minutes Conducted by: Jennifer Bechtold

The Pledge of Allegiance was said.

II. ORAL AND WRITTEN COMMUNICATIONS

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

There was no public comment.

B. Correspondence and/or Presentations

Committee assignments for 2023 are located in packets.

III. APPROVAL OF MINUTES

A. Regular Meeting of December 16, 2022

Mr. Proteau mentioned there was an error to correct in votes for President.

Motion moved by Mr. Herman to approved amended minutes and seconded by Mr. Hemmendinger.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

IV. CONSENT CALENDAR

A. Ratification of Checks Issued

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. ADMINISTRATIVE COMMUNICATIONS

A. Firefighter's Union Report

No report filed.

B. Firefighters' Association Report

Engineer Daniel Ikalani noted the Association now has a live website, which is ranchoadobefa.org. The crab feed will be held on February 4.

C. Chief's Report

Chief Veliquette reported the following information:

- 1.) Various meetings and events attended over the past month.
- 2.) Operationally, reviewed January flood and training response, assisted PFD with two structure fires and held large animal rescue training.
- 3.) Reviewed calls for service; 2022 total calls were 2845, of which, 1279 were for EMS, 988 good intent, 191 false alarms, 155 service calls, 139 fires, 84 hazardous conditions, the rest misc. December calls totaled 232.
- 4.) Facilities: Penngrove station remodel bid opening on January 25 and HVAC bid openings for Liberty and Cotati stations will be on January 26.
- 5.) Reviewed calendar of events for upcoming month.

D. Director Reports

No report filed.

E. Committee Reports

a. Finance/Budget

Mr. Hemmendinger noted that two finance committee meetings were held this month. One concerned the audit and the other was a meeting with CalMuni Advisors. Mr. Hemmendinger suggested that we schedule a meeting before the February Board meeting to review where we are halfway through the fiscal year and where we may end up at the end of the fiscal year.

Mr. Hemmendinger said property taxes are slightly higher than budgeted and strike team revenue was \$2K shy of budget, though we have about \$45K we are still expecting. We should end up about \$50K over budget. On the expense side, we have spent about 50% though there are a number of categories that have unspent funds. We need to look closer at these to see what will be spent and what will be left over. Our current cash balance is \$5.8 million, which includes a \$3 million investment in CDARS for six-months at 4.4%, which will earn \$60K in interest.

b. Negotiations

No report filed.

c. Ad-Hoc Equipment

No report filed.

d. Ad-Hoc Legislative

No report filed.

e. Long Range Planning

The next Long Range Planning meeting will be held in February, following the strategic planning session.

f. Ad-Hoc Capital Improvements

Mr. Proteau commented the bids for the remodel will be turned in and opened on January 25th and the HVAC bid opening will be on January 26th. The architect sent out some addendums on both projects and we have received a lot of interest from contractors who plan to submit bids.

VI. UNFINISHED BUSINESS

A. Presentation of FY 2021/2022 Financial Audit

Mr. Hemmendinger said the Board was concerned about the treatment of our pension obligation bonds in the draft audit. A note was added to the financial highlights stating we had received revenue bonds in the amount of \$5.6 million to pay the unfunded accrued liability. Mr. Peterson mentioned he learned through CalMuni that through GASB 68, an actuarial investigation and study of our actual liability is required before CalPERS will recognize our UAL payment into the system. Based on this information, the audit report is correct.

Motion moved by Mr. Peterson to approve the FY 21/22 audit and seconded by Mr. Gadoua.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

VII. NEW BUSINESS

A. Discussion and Vote for LAFCO Special Districts Representative Class II

Mr. Hemmendinger commented he has worked alongside Rich Holmer in LAFCO and is impressed by his knowledge and insight. He recommends the Board vote for Mr. Holmer.

Motion moved by Mr. Hemmendinger to vote for Rich Holmer and seconded by Mr. Gadoua.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

B. Discussion and Vote for Sonoma County Fire Districts Association President and Vice President

Mrs. Bechtold read an email update from Chief Akre which noted that Directors Hemmendinger and Peterson (North Sonoma County Fire District) have stepped down from their nomination.

Motion moved by Mr. Herman to vote for Director Klick as President and seconded by Mr. Howell.

Motion Carried: Aye 6 No 0 Abstain 1 (Gadoua) Absent 0

Mr. Hemmendinger feels that the Chiefs have their own association and therefore the SCFDA should instead be represented only by Directors. This has been discussed over the years and Mr. Hemmendinger is looking for any input our Board may have. Mr. Proteau also agrees that these two associations should be separated and feels we should bring this discussion to the SCFDA in the future.

Motion moved by Mr. Hemmendinger to vote for Chief Shepley Schroth-Cary as Vice President and seconded by Mr. Gadoua.

Motion Carried: Aye __7__ No __0__ Abstain__0__ Absent __0__

C. Discussion on Contract for Consulting Services with California Municipal Advisors, LLC (Staff Report by RAFD Finance Committee)

The finance committee participated in a presentation from CalMuni early in January regarding our CalPERS pension liabilities. By CalPERS standards, we owe nothing this coming year in UAL, thanks to the pension obligation bonds. In the future, we need to ensure there is no negative amortization and that we lower the peak of our future payments. Both CalMuni and Ridgeline Financial can assist the District with various payment option strategies. CalMuni is also offering to assist us with strategies for borrowing funds. The general opinion of the finance committee was the CalMuni proposal was more thorough and gave more calculated results in overall strategies. CalPERS can help us with what the future looks like but won't help us with how to pay those liabilities. This is critical information that we need to find out and better understand. This service would be given on annual basis. Mr. Hemmendinger also commented CalMuni can be available to help us throughout the year, which that they could choose to charge us for, though they have never charged us in the past.

Motion moved by Mr. Hemmendinger to contract with CalMuni for annual monitoring and maintenance services and seconded by Mr. Howell.

Motion Carried: Aye __7__ No __0__ Abstain__0__ Absent __0__

D. Resolution R-5: Resolution to Request Sonoma County Fire District Ambulance Services

Chief Veliquette reported that the County has been struggling with paramedic service through AMR and Sonoma County Fire District is preparing to make a bid on the ambulance service operating area. Through a contract with Medic One, SCFD is positioning themselves with upstaffing and placing ambulances around the County. One of these locations they are looking at is in Cotati, and this would improve and give faster service to our citizens.

Mr. Hemmendinger asked if there is any concrete information on response times as referenced in the resolution. Chief Veliquette does not have any specific information, but these details are being tracked by Petaluma Fire. Mr. Hemmendinger is concerned that we are making a comment in our resolution which is not supported by facts. He is uncomfortable with the language. BC Weihman commented we, ourselves, are not tracking response times, but we do know AMR has cut back the number of ambulances in the EOA. They are no longer under contract; therefore, they have taken two ambulances out of the systems, significantly lowering response times in outlying areas. Mr. Howell feels the benefit of an ambulance based in Cotati will be a win-win for our citizens. Mr. Gadoua is how long the ambulance would be required to be based in Cotati and Chief Veliquette replied there is no binding timeframe. Mr. Herman asked what the catch is. Chief Veliquette replied that this is a benefit to SCFD as they bid on the EOA. It's also a financial benefit to SCFD.

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

Motion Carried: Aye __7__ No __0__ Abstain__0__ Absent __0__

Roll Call:

Mr. Proteau – aye

Mr. Gadoua – aye

Mr. Hemmendinger – aye

Mr. Moretti – aye

Mr. Herman - aye

Mr. Peterson – aye

Mr. Howell – aye

E. Resolution R-6: Resolution to Provide Advanced Life Support Services

Chief Veliquette commented that a tremendous amount of work was done on our ALS program, dating back to when Chief Thompson was here. Back in March 2021, the County was supposed to give us a denial or approval within 60 days of our request to stand up ALS service. They never did this nor did they provide us any direction. This resolution outlines what we have done so far and what our intention is as far as ALS is concerned. This puts the ball back on the County. We have a 90-day plan to have three possibly four paramedics on board. One piece that will change is that our CQI and medical director will fall under SCFD, as Petaluma's program is overwhelmed.

Mr. Hemmendinger said since the CQI and medical director contracts will be new under SCFD, the Board would like to know the costs associated, prior to signing any contracts. What are other viable options are there for these services? Chief Veliquette said we could find another agency providing CQI and medical director coverage, as every agency that has ambulance/paramedic services will have this oversight. Much of the reason for the medical director contract is due to the narcotics we will carry. Mr. Gadoua agreed with Mr. Hemmendinger about seeing what other agencies provide the oversight.

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Proteau – aye

Mr. Gadoua – aye

Mr. Hemmendinger – aye

Mr. Moretti – aye

Mr. Herman - aye

Mr. Peterson – aye

Mr. Howell – aye

VIII. DIRECTION ON FUTURE AGENDA ITEMS

- Bid Review for HVAC and Station 2 remodel.
- Fire Prevention Fee Study.

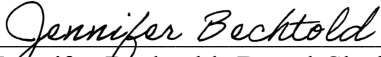
X. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:55 p.m.

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Respectfully submitted,



Jennifer Bechtold, Board Clerk