

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
APRIL 20, 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 7:00 p.m. The agenda for this meeting was posted on April 15, 2022.

Directors Present: Mark Hemmendinger, Michael Gadoua, Leslie Cozad, Bret Herman, Brian Proteau, Ray Peterson

Directors Absent: Carla Grube

Minutes Conducted by: Jennifer Bechtold

Pledge of allegiance 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

Mr. Proteau noted there is a letter from Chris Rafanelli at Liberty School about building a water tank around our property.

III. APPROVAL OF MINUTES

A. Regular Meeting of March 18, 2022

Adjust one item on page 12.

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

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

IV. CONSENT CALENDAR

A. Ratification of Checks Issued

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

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Gossner reported the following:

- 1.) Monthly meetings continue with Rohnert Park Police Chief Mattos and SSU Police Chief Oweis. The last meeting was canceled.
- 2.) Met with City Manager of Cotati. We have provided a support letter for safety improvements happening at the intersection of 116 and West Cotati Ave. The city is working to get grant money for improvements to this area.
- 3.) Two medics are in background. Three part time firefighters have gone through the background process and one has washed out. A second has started training and the third should be finished with his background soon.
- 4.) Chief met with Chris Rafanelli of Liberty School – they walked around school to try to figure out if there is a place to install a new water tank. They will be looking into this further as time goes on. The Board gave Chief Gossner permission to continue trying to work with the school on finding a solution.
- 5.) Members of RAFD met with SCFD to complete the SWOT process, which went well. We are waiting on financial review. Chief participated at their Board meeting last night.
- 6.) Chief, Mr. Gadoua, Mr. Peterson and Captain Gromala all attended a forum at the FDAC conference in Napa last week, where Chief Heine spoke about consolidation.
- 7.) Chief's full-time flyer has been completed and pushed out. One person reached out to Chief Gossner and is interested in applying. He is retired from Novato and lives in the District.
- 8.) Friday is our first budget meeting.
- 9.) We recently found out the County is no longer covering full Redcom dispatch fees. The agreement is to pay \$900K towards fees and districts must then pick up any additional costs. This year, our costs went up \$15K alone. This same issue is happening with Lexipol, which was supposed to be fully funded by the County, which they may no longer do. Lexipol costs are \$5-\$8K per year.
- 10.) Fire Code adoption is happening later this year.
- 11.) Many things are happening within the EMS County EOA1 area and with the RFP from AMR. The contract for this area came up for renewal and the RFP was wrong so they pulled this. The AMR contract has been renewed for an additional 18 months. This is creating a lot of havoc within the fire services. Chief will be participating in future meetings to ensure things are running appropriately.
- 12.) County has activated a program called Zone Haven, which they received through a grant. This program will allow any resident to enter their address to see what evacuation zone they lie in.
- 13.) County Fire Chiefs are keeping an eye on \$20 million the County received from the PG&E settlement for the Kincade Fire. A portion of this has been earmarked for fire service and we may see some funds from this.
- 14.) Chief has a meeting with Supervisor Rabbitt this Friday to update him on where things stand with the district. He will update him on things affecting the District and those issues the Supervisors impact.
- 15.) Type 1 should be completed and delivered by the end of July. Type 6 will not be ready for summer. Third Ford pickup is completed and ready for delivery.
- 16.) Company business inspections are happening in the District.
- 17.) Single station tone-outs start May 1. This means only the station affected by the call will be toned out. Right now, all stations are toned for every call.
- 18.) SSU calls were down this past month with 26 alarms, of which 25 were canceled before we got on scene. Chief and BC Taylor have another meeting with SSU to address these alarms.
- 19.) Chief Gossner will be gone next Tuesday through Sunday.

B. Director Reports

No report filed.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger commented that we are on target for permanent position costs and over budget on other staffing costs, but we knew this would be the case. Redcom will additionally be \$3700 over budget this year. We are significantly under for total supplies and surplus but we have two months of expenses coming up. When Mr. Hemmendinger last did some year-end projections, he found we might have around \$750K rolled over. We have our first review of the preliminary budget this Friday, during which we will look at finance rates for the new engine and whether it be through cash or a loan. Interest rates are much higher now than previously and we can lock in a rate now if we want rather than wait until July.

b. Negotiations

No report filed.

c. Equipment

Mr. Proteau commented the Type 1 would be delivered in July. Mr. Hemmendinger would like to know if we have a total cost on this and noted we will also owe DMV fees once delivered.

d. Legislative

No report filed.

e. Chief's Evaluation

No report filed.

f. Long Range Planning

Mr. Hemmendinger said we would talk about this under SWOT discussion. We did have a LRPC meeting and talked about the SWOT and decided to move forward with the Chief's recruitment flyer posting.

g. Capital Improvements

Mr. Proteau commented that we have the HVAC item for discussion under unfinished business. The state elevator inspection has been completed at station 1 and we will see a proposal for annual maintenance contract soon. Next month, we should receive proposals from the architects for station 2's remodel and then plans will be forwarded to the County for review in June. BC Wandel is looking at temporary living quarter rentals. Mr. Hemmendinger asked what if we cannot afford the remodel and Mr. Proteau replied we are just getting the pricing at this time and are not yet going to bid. BC Wandel is also getting pricing to fence the back lot at station 2.

h. Ad-Hoc Fire Chief Selection

No report filed.

D. Firefighters' Association Report

Engineer Tim Henry said the Association is working on elections and this process should be completed by the first meeting in May. Plans are also to move forward

with the July 4 pancake breakfast. The Association continues to work through various issues related to the real estate.

E. Firefighter's Union Report

Engineer Henry said the Union is waiting for the date to be scheduled for the financial review with SCFD.

VI. UNFINISHED BUSINESS

A. Discussion and Approval of Bid Proposal for HVAC Systems at Stations 1 and 3

Mr. Proteau clarified this item for discussion has to do with the contract administration for HVAC systems, and that we have not yet gone out for bid.

Strata is proposing to provide contract administration for bid proposals, advertising and receiving the bids as well as station walk-throughs, etc. There is also a fee breakdown and proposal from 15000 Inc.

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

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

VII. NEW BUSINESS

A. Resolution R-9: Reducing Board from Seven Members to Five Members

Resolution will be deferred to the May Board meeting.

B. Discussion on SWOT Meeting with Sonoma County Fire District

Mr. Hemmendinger commented that representatives from RAFD and SCFD met and shared their SWOT analyses. The group then ruled out weaknesses that could become strengths with a consolidation. One of the larger issues was salary increases as well as ALS, and a broader range of job functions and opportunities offered through SCFD. Mr. Hemmendinger noted that discussions seemed to focus on the positives consolidation could bring to RAFD, but he was disappointed there were not more discussions on what Rancho Adobe could bring to SCFD. One such item is the expansion of battalion chief coverage, especially to the southern part of the district. There are both operational and personnel advantages to SCFD. The funding gap issue is on their end, not ours. This meeting was portrayed as a meeting of equals, but they had no Board members on their end as Chief Heine forgot to invite them. This has bothered Mr. Hemmendinger said he finds this strange and it seems to affect transparency. He wonders if this has to do with our Board wanting more ownership in the consolidation. Chief Heine said he does not know the funding gap between our parcel tax overlay and later, after speaking to their finance manager, Mr. Hemmendinger learned this was the first thing SCFD looked at. This affects the transparency of this process this far.

Another item of concern is community representation. It was discussed at the SWOT we could create a special district in Rancho Adobe's jurisdiction and keep our own parcel tax in place and SCFD keeps their current parcel tax in their current jurisdiction. The idea they would recommend this show that our community would pay more for the same service their citizens are receiving. Mr. Hemmendinger feels the Board needs to fully consider the various options for our District. One of the reasons for the dual track is to ensure we have a plan as we move forward. Mr. Proteau said that he has concerns about keeping all our stations open, which Chief Heine said he plans to do. Mr. Proteau also commented there is a lot to take in.

New Business Continued:

Chief Gossner said the next meeting between the agencies would be review of the financial analysis. Mr. Proteau is approaching this with an open mind, but he wants to emphasize to SCFD they cannot duck the Board representation on our end. He feels this consolidation is a different set of circumstances but they may feel differently. He would like to come to some understanding sooner rather than later. Mr. Gadoua said he is concerned their Board just steps away from running the District. He also worries about the transparency and the fact their Chief forgot to invite their own board members to the SWOT. Mr. Gadoua said when we first started talking about a plan, we spoke of consolidation and not an annexation and he is not sure he likes the way things are moving. Chief Gossner clarified this is a partnership up to the point of consolidation and then it is an annexation. Mr. Gadoua argued it is an annexation either way. Chief Gossner reminded everyone to keep an open mind. Mr. Hemmendinger said he finds it interesting how differently the two Boards run.

VIII. DIRECTION ON FUTURE AGENDA ITEMS

- **Discussion on Preliminary Budget FY 22/23**

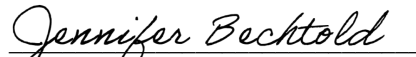
IX. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:39 p.m.

Motion moved by Mrs. Proteau and seconded by Mr. Peterson.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Respectfully submitted,



Jennifer Bechtold, Board Clerk

Date Approved by Board:

May 18, 2022
