

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
JULY 19, 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 July 14, 2023.

Directors Present: Mark Hemmendinger, Michael Gadoua (arrived at 7:05 p.m.), Bob Moretti, Brian Proteau, Sage Howell, Bret Herman

Directors Absent: Ray Peterson

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

Included in correspondence is annual disclosure report for FY 22/23, LAFCOs final budget documents, as well as correspondence from resident George Barich.

III. APPROVAL OF MINUTES

A. Regular Meeting of June 21, 2023

Motion moved by Mr. Hemmendinger to approve the minutes of June 21, 2023, and seconded by Mr. Howell.

Motion Carried: Aye 5 No 0 Abstain 0 Absent 2

IV. CONSENT CALENDAR

A. Ratification of Checks Issued

Motion moved by Mr. Herman to approve the consent calendar and seconded by Mr. Hemmendinger.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

V. ADMINISTRATIVE COMMUNICATIONS

A. Firefighter's Union Report

No report filed.

B. Firefighters' Association Report

Engineer Daniel Ikalani noted the Association held their annual pancake breakfast and served around 600 community members. He also mentioned on July 26th, there will be a quarterly BBQ at the Penngrove park.

C. Chief's Report

Chief Veliquette reported on the following items:

- 1.) Promotions – Kyle Heard has been promoted to Captain, Ian Kenealy to Engineer and Dominic Ayers from part-time firefighter to full-time firefighter. A job offer was also extended to a new full-time firefighter today who will start the background process.
- 2.) Interviewed a new firefighter/paramedic candidate who will be evaluated through skills testing.
- 3.) Major focus on facilities and recruitment.
- 4.) Penngrove remodel is going well – the building has now been taped and mudded. The new paint colors on the exterior have been met with a lot of positive feedback from the community.
- 5.) Weed inspections are being completed by light duty personnel.
- 6.) Pancake breakfast – great success and packed house.
- 7.) Tax measure – signature gathering phase (hired consultants to do this). They have hit their mark and exceeded the necessary signature count. Union has been very supportive on political action side. This will now officially become a ballot measure and the campaign process will begin. The Union is working on developing education on advocating for the measure off duty versus educating on the ballot measure on duty. We can all advocate for the measure when off duty, in an unofficial capacity.
- 8.) Wildfire training – three training burns we have been involved in this week locally.
- 9.) Calls for June: 96 EMS, 60 good intent, 13 service, 12 fire, 6 hazardous conditions, 5 false alarms.
- 10.) Upcoming events - July 28 is BC Weihman's retirement luncheon, August 1 - National Night Out, November 2 – promotional event, location TBD.
- 11.) Special Districts Leadership Academy will be held in Santa Rosa October 22-25. Please let Mrs. Bechtold know if you are interested in attending.

D. Director Reports

Mr. Hemmendinger noted there is interest in Monte Rio joining Gold Ridge's sphere of influence.

E. Committee Reports

a. Finance/Budget

Mr. Hemmendinger noted that the Board was given an updated budget report tonight. He pointed out that property tax revenue was slightly higher than budgeted, but approximately 130 parcels have not paid their direct charges. RDA funds are about \$12K shy of budget. Total wages and benefits are off by -.60%. Under supplies and services, 6181 shows expenses related to station remodel, but these are not capital costs. The final rollover is close to \$1 million, increasing operating reserves to \$4.7 million. \$3.9 is needed for dry period funding and \$846K will roll to the capital reserve fund. This is a little better than we had predicted.

Chief Veliquette commented that this year we invested our cash into CDs which

accumulated \$95K in interest. Additionally, the steadfastness of the folk's spending money has done a great job evaluating costs and keeping them in line. Mr. Proteau agreed with this statement.

b. Long Range Planning

No report filed.

VI. UNFINISHED BUSINESS

A. Discussion on Proposed Sales Tax

Chief Veliquette recapped the sales tax measure progress and noted we are moving forward towards the campaign component. The Fire Service Working Group has meetings set up with various groups in the County to share the facts and answer questions.

VII. NEW BUSINESS

A. Resolution R-1: Resolution Adopting Prop IV Limit for FY 2023/2024

Chief Veliquette commented that the Board is required to annually adopt an appropriations limit and this year's limit is \$7,708,500.00.

Motion moved by Mr. Gadoua to approve Resolution R-1 and seconded by Mr. Herman.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Roll Call:

Mr. Proteau – aye
Mr. Howell – aye
Mr. Peterson – absent
Mr. Gadoua – aye
Mr. Moretti – aye
Mr. Hemmendinger – aye
Mr. Herman – aye

B. Resolution R-2: Set Rate for Special Tax – 53110 at \$331.00 Per Parcel for FY 2023/2024

Chief Veliquette mentioned this resolution is the Measure W parcel tax that has an annual escalator of 3%. This brings the FY 23/24 parcel tax to \$331.00 per parcel.

Motion moved by Mr. Herman to approve Resolution R-2 and seconded by Mr. Howell.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Roll Call:

Mr. Proteau – aye
Mr. Howell – aye
Mr. Peterson – absent
Mr. Gadoua – aye
Mr. Moretti – aye
Mr. Hemmendinger – aye
Mr. Herman – aye

C. Discussion and Approval of Change Orders for Station 2 Remodel

Chief Veliquette stated this is the second change order for the station remodel. This change order incorporates three change orders; the first is the administration and outbuilding painting at \$12K, second is the fire station alerting system which costs \$42K and third is the revised kitchen sink costing \$850. This increases project costs by \$54,395.10, or to a total of \$1,111,656.10. Chief Veliquette anticipates one more change order in August, at a lower amount than previous change orders.

Mr. Proteau noted that Chief Veliquette and BC Wandel are really watching the costs of these change orders.

Motion moved by Mr. Howell to approve the change orders for Station 2's remodel and seconded by Mr. Gadoua.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

D. Discussion and Approval of Station Fencing Bids for Station 2

Chief Veliquette noted that we would like to enter into a contract with Coggins Fence and Supply for fencing at the rear entrance to fire station, near the bus stop and around the training props, the old park and ride and tie into fencing along the creek. They will also put in two swinging gates at park and ride lot. There is a 5% clause for materials cost increases between the time of the quote and the start of the project, which is common amongst several other vendors.

Motion moved by Mr. Moretti to approve the fencing bid from Coggins Fence and Supply and seconded by Mr. Herman.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

VIII. DIRECTION ON FUTURE AGENDA ITEMS

- 1st Reading of the Final Budget for FY 23/24
- Fee Schedule Ordinance

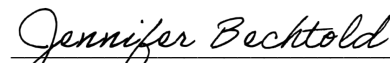
IX. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 7:50 p.m.

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

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Respectfully submitted,



Jennifer Bechtold, Board Clerk

Date Approved by Board: August 16, 2023