



# Schell Vista Fire Protection District

22950 Broadway Sonoma, Ca. 95476

Ph. (707) 938-2633 / Fax. (707) 935-9681

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## **MEETING Minutes Schell-Vista Fire Protection District Board of Directors Regular Meeting**

Date: Wednesday, March 2, 2022

Time: 7:00 PM

Location: 22950 Broadway-Station #1

### 1. CALL TO ORDER / ROLL CALL AND ESTABLISHMENT OF A QUORUM

Director Loveless called the meeting to order at 7:00 PM. Directors Joe Petersen, Bob Kruljac, Hal Stober and Ken Finn were present. A quorum was met. Also present were Chief Ray Mulas, District Account Stacie McCambridge, Clerk of the Board Robin Woods, Captain Matt Garner, and Blair AAS from SCI Consulting.

### 2. PUBLIC COMMENT PERIOD

There were no public comments

### 3. AGENDA ADJUSTMENTS AND CONSENT

The Board agreed to move item 7b, Blair AAS of SCI Consulting regarding Fire Impact Fees, to the top of the agenda to accommodate his schedule.

### 4. CONSENT CALENDAR

- a. Approval of minutes from the February 2, 2022, meeting- **Discussion and Action**

Director Loveless opened the floor to public comments and discussion. There were no public comments made. Director Finn made a motion to approve the minutes of the February 2, 2022, meeting. Director Kruljac seconded the motion. The motion passed, and the Minutes were approved by a vote of Ayes- 5 Noes - 0 Absent- 0

- b. Review of the March Accountant's Report- **Discussion and Action**

Director Loveless opened the floor to public comments and discussion. There were no public comments. Director Kruljac made a motion to accept the Financial Report for March 2022 as presented. Director Finn seconded the motion. The motion passed, and the Financial Reports were approved by a vote of Ayes-5 Noes -0 Absent -0

### 5. CHIEFS' REPORT

Chief Mulas presented the following report to the Board:

1. The Fuel Tank pad has been completed; we are waiting to receive the tank. It is



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*currently being pumped out and cleaned. I will then paint it and add the decals before placing on the pad.*

*2. We are ready to put out an RFP for the new engine. This will give us an idea of where we stand on what we want.*

*3. I am forwarding all of you a copy of our plan for a seasonal firefighter, i would like to discuss this under new business if at all possible. Don't forget we have Blair Haas speaking to us about impact fees*

## COMMITTEE REPORTS/BUSINESS (Directors to report on Committee activities)

a. Facilities Committee (Petersen)

Nothing to report

b. Budget Committee (Kruljac)

Director Kruljac presented the Budget vs Actual report to the Board.

c. Legislative Committee (Stober)

Nothing to report

d. Outreach Committee (Loveless)

Director Loveless informed the Board that he has been in touch with the company that helped produce the informational brochure sent by the district and they are beginning to put together information for the next brochure.

## 6. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

a. Strategic Planning-Continuing Discussion

The board addressed items from the meeting notes. First, they discussed starting an advanced Life Support (ALS) program. After exploring costs, it was agreed that the program is too costly to start at this time.

The second item discussed was preventative inspections. The Board is in support of a program being established. Chief Mulas explained the program that being designed. He said that it will take 3 years to complete all inspections.



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b. Seasonal Fire Fighter Program

Chief Mulas presented the Board with the Season Firefighter Program Proposal. He reviewed the program and costs of the program. Director Loveless opened the floor for discussion and questions.

Director Stober made the motion to start a Seasonal Firefighter program as defined in the program. Director Petersen seconded the motion. The motion passed by the following vote: Aye-5 Noes-0 Absent-0

c. Blair AAS of SCI Consulting regarding Fire Impact Fees.

Blair AAS of SCI Consulting addressed the Board and outlined the program and requirements in setting up the program. He explained that that the fees would be used to expand the capacity of the systems (i.e., trucks, bays, facility, structures) and not to be used for staff. The Board agreed to review the information for future discussion.

d. Ordinance No 2018/2019-01 Tax Measure Update

-Review Public Hearing Notices and Posting for April Meeting.

Director Finn agreed to post the notices in the district. Kyle from Taussig will post the notices in the Press Democrat.

- Review Election process dates. (See also in Calendar below)

Robin reviewed the calendar with the Board.

e. Calendar Review (Robin)

-Review SVFPD Ordinance No 2018/2019-01 Tax Measure Steps for 2022/2023 tax year.

January -Determine the Preliminary Tax Rate

February-Request the Parcel Report from the county using the preliminary rate

March-Notice of Public Hearing

April-Conduct Public Hearing

May-Allow time for property owner appeals of the tax levy

June-Approval of the District Preliminary Budget

Nov-2022 Parcel Tax measure on General Election Ballot

June/July- At the end of the Fiscal year, The District "shall cause a report to be prepared and filed with the Board of Directors containing information regarding the amount of special tax revenue collected and expended as well as the status of projects funded with proceeds of the special tax" (Ord. Section VII)

July-Approval of the District Tax Roll and Appropriations Limit

August-Tax Roll and Appropriations Limit Resolution sent to the County.

**2022- FY 2022-2023 final year of current parcel tax; therefore, renewal should be on Nov 2022 general election ballot. Following are key dates:**



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**Fri., Aug. 12, 2022 (88 days before Election Day): Governing bodies must file a measure in the ROV office so that it appears on the Nov. 2022 Election ballot**

· **Mon., Aug. 15, 2022 (85 days before Election Day): Measure letters assigned by ROV office**

· **Wed., Aug. 17, 2022 (83 days before Election Day): Last day to amend or withdraw a measure**

· **Fri., Aug. 19, 2022 (81 days before Election Day): Arguments are due**

· **Fri., Aug. 19, 2022 (81 days before Election Day): County Counsel must provide ROV office with impartial analyses of ballot measures**

· **Fri., Aug. 26, 2022 (74 days before Election Day): Rebuttals are due (only if opposing arguments have already been filed)**

-Calendar Review General Business

April-Set up Budget Committee meeting to prepare preliminary budget for June meeting.

June-Preliminary Budget review and approval.

July 15-August 9 Board Members file for re-election with the Registrar of Voters.

(2022- Joe Petersen and Bob Kruljac term end 12/2022)

2024- Ken Finn, Ernie Loveless, and Hal Stober term end 12/2024)

September-Final Budget review and approval.

Nov-Nomination of Officers of the Board

Dec-Election of Officers of the Board for January 1 start date. (Every 2 Years. Next election 2023)

## 7. CLOSED SESSION

There was no need for a closed session.

## 8. ANNOUNCEMENTS/GOOD of the ORDER

The polenta feed will be on April 28<sup>th</sup>.

## 9. ADJOURNMENT

Director Kruljac made a motion to Adjourn the meeting at 8:50 PM. Director Finn seconded the motion. The motion passed and the meeting was adjourned

Next scheduled meeting is April 6, 2022.

If applicable, Board meeting documents are available for review at the SVFPD, Station 1, 22950 Broadway, Sonoma Ca. 95476. Please call (707) 938-2633 for an appointment.