



# Schell Vista Fire Protection District

22950 Broadway Sonoma, Ca. 95476

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

www.schellvistafire.org / e-mail: info@schellvistafire.org

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

Date: Wednesday, December 6, 2023

Time: 7:00 PM

Location: 22950 Broadway-Station #1

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

Director Ernie Loveless called the meeting to order at 7:00 PM. Directors Bob Kruljac, Hal Stober, and Ken Finn were present. A quorum was met. Also present were District Account Stacie McCambridge, Clerk of the Board Robin Woods. Firefighters Captains Matt Garner and John Bragg, Mickey Breen, Mike Medeiros, Chanton Em, and Humberto Botello.

Director Mindy Neves, Chief Ray Mulas, and Assistant Chief Mike Mulas were absent.

### 2. PUBLIC COMMENT PERIOD

There were no public comments.

### 3. AGENDA ADJUSTMENTS AND CONSENT

There were no adjustments to the agenda.

### 4. CONSENT CALENDAR

#### a. Approval of minutes from the November 1, 2023, Regular Meeting- **Discussion and Action**

Director Loveless introduced the November 1, 2023, minutes and opened the floor for discussion and public comments. No public comments were made. Director Kruljac made a motion to approve the minutes of the November 1, 2023 meeting. Director Stober seconded the motion. The motion passed, and the Minutes were approved by the following vote:

Ayes-4 Noes - 0 Absent-1

#### b. Approval of minutes from the November 4, 2023, Special Meeting- **Discussion and Action**

Director Loveless introduced the November 4, 2023, Special Meeting minutes and opened the floor for discussion and public comments. No public comments were made. Director Kruljac made a motion to approve the minutes of the November 4, 2023, Special meeting. Director Finn seconded the motion. The motion passed, and the Minutes were approved by the following vote:

Ayes- 4 Noes - 0 Absent- 1



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c. Review of the December Accountant's Report- **Discussion and Action**

Director Loveless introduced the Accountant's Report and opened the floor to discussion and public comment. There were no public comments. Director Finn made the motion to accept the Financial Report for December 2023, as presented. Director Stober seconded the motion. The motion passed, and the Accountant's Report was approved by the following vote:

Ayes-4 Noes – 0 Absent-1

## 5. CHIEFS' REPORT

Director Loveless presented the Chief's report to the board for Chief Mulas:

*1. Tax Measure: You should all have received a copy of Resolution No. 2023/2024-4 for review before tonight's meeting. This is a resolution in support of the Tax Measure taking place on March 5, 2024. This would also allow me to speak about the measure and its benefit to the Schell Vista Fire Protection District. As a Chief I can speak about the Measure, but I cannot use my Title as Schell Vista's Chief to publicly campaign for it. If the Board approves this resolution, I would also like it's approval for me to speak publicly on this issue if asked.*

*2. I had a good walk around meeting with Director Neves about the facilities and its yearly needs and future needs. Please review Director Neves Facilities Report.*

*3. Captain Garner has done it again, getting us a grant to update our generator to current air quality standards on diesel engines. At this time, I would like him to give you the details of Who, What, and How he again achieves a grant for the department.*

*4. Don't forget the Christmas Dinner this Saturday at Sonoma Raceway at 6 pm.*

Captain Garner reported that the District received a Grant from the KHR fund for \$75,000 for the purchase of a new Generator for station 1. This includes the generator along with what is required for installation (i.e. a Pad)

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

a. Reports:

1. Facilities Committee (Neves)

Director Neves left the following report for the Board:

### **Facilities Report**

December 6, 2023

#### **All things that have been done this past year:**

- Roof repair; skylight replacement, leak repair, louvers, etc. (Lanning Construction \$120,211)
- Caulk, seal, strip parking lot (Broderick Engineering \$12,010.00)
- Parking lot lights, electrical for louvers/sauna (Fitzpatrick Electric cost?)
- Drainage Ditch cleanout/training hydrant installation (Lunny) \$41,400



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- Sauna/walled off tower platform added better storage
- New upgraded electronic sign board (County Grant \$57,000 of total \$68,589.83) with router bridge (Marin IT \$3688.88)
- Water line and two outlets to the middle and west side of Apparatus bay (Apes Plumbing \$5850.00)
- Training room projector upgraded as well as conference room tech upgrades
- \*Fuel tank has been a huge upgrade over the past few years that really makes a huge impact.

### **Projected:**

- Facilities Maintenance Program and Capital Improvements Equipment/Replacement Program revamped under new Strategic Plan (Chief Ray, Assistant Chief Mike, Captain Gardner, and Director Neves)
- Compliance upgrade: New Generator (Kohler Model 60REOZK Diesel powered with 48 hour tank) Captain Gardner will answer any questions about the \$75,000 grant he and Kevin Plume wrote to acquire. (Fitzpatrick Electric for install, Lunny for cement pad)
- New windows for dorms to be installed as well as door for Station 2 (Lanning Construction)
- Asphalt Removal/Replacement has been recommended by Chief Ray (possibly October 2024). After Caltrans rerouted entrance/exits, our heavy trucks are now routed through the lower parking lot. (Broderick Engineering??)
- Window washing, Carpet cleaning and painting touch ups will be prioritized by staff as well as all scheduled system checks (Well, Septic, etc.)
- Gutter cleaning and roof wash projected (Star Care Powerwash)
- Arturo Landscaping (spring/fall)
- District has chairs for sale! \$20 a chair after the district and association funded all new chairs for the facility.

## 2. Budget Committee (Kruljac)

Director Kruljac reviewed the Budget versus actual financials with the Board.

## 3. Legislative Committee (Finn)

Nothing to report.

## 4. Outreach Committee (Stober)

Nothing to report.

## 7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

### a. Napa Contract Negotiation and New Property Review

Stacie McCambridge advised the Board that Napa accepts the new pricing and is waiting for the revised contract to be drafted or an amendment issued.



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b. Solar Update Station 1

Director Kruljac introduced Dana Smith, Partner/Commercial Project Development of Solar Craft who presented the Board with a proposal for adding a solar system at Station 1. The Board will review the information and continue the discussion at the next Board meeting.

c. Cell Tower

1. Update Station 2

Nothing new to report.

2. Update Tower at Station 1

To be reviewed and discussed further at next Board meeting.

d. Resolution 2023-008: **Discussion and Action**

**REQUESTED ACTION:**

That the Board of Directors consider approving a Resolution taking an official position supporting “THE IMPROVED AND ENHANCED LOCAL FIRE PROTECTION, PARAMEDIC SERVICES AND DISASTER RESPONSE INITIATIVE”, Measure [X] on the March 5, 2024, Sonoma County ballot.

**DISCUSSION:**

The District Board of Directors will consider and decide whether to officially support Measure [X]. A Resolution expressing such support is attached for the Board of Directors’ consideration.

The Board of Directors is permitted to consider, and take action to express, the opinion of the District’s Board of Directors supporting or opposing a ballot measure that impacts the District, as long as it does so at an open public meeting. (See League of Women Voters v. Countywide Criminal Justice Coordinating Committee (1988) 203 Cal.App.3d 529, 560.

**IMPACT ON BUDGET:**

Adopting this Resolution has no impact on the District budget.

Director Loveless introduced Resolution 2023-008 and moved for its adoption. Director Stober seconded the motion. Director Loveless opened the floor for discussion and public comments. No public comments were made. Director Loveless called for a vote, and Resolution 2023-008 passed by the following vote:

Ayes- 4 Noes - 0 Absent- 1



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e. Strategic Planning-**Continuing Discussion**

Director Loveless asked that at the next Board meeting that names be assigned to the near-term goals.

f. Fire Services Working Group Update-**Continuing Discussion**

Firefighter Mike Medeiros presented a review of the progress of the Fire Services Working Group. Things are progressing in a positive direction.

g. Election of Board Officers for 2024 and 2025.

Nominated Officers from the November 2023 meeting are following:

Chair of the Board-Hal Stober  
Vice Chair of the Board-Mindy Neves  
Treasurer of the Board-Bob Kruljac

Director Stober asked that his name be withdrawn from the nomination of Chair due to possible conflicts of availability due to his work responsibilities. Director Finn was nominated in his place.

Director Loveless opened the floor to public comments and discussion. Let the record reflect that there were none. Director Loveless conducted the following elections:

Chair: Director Kruljac nominated Director Finn to the position of Chair of the Board for a two-year term. Director Loveless seconded the nomination. A vote was called, and Director Finn was elected to office by following vote: Ayes-4 Noes- 0 Absent-1.

Vice Chair: Director Finn nominated Director Neves to the position of Vice Chair of the Board for a two-year term. Director Stober seconded the nomination. A vote was called, and Director Neves was elected to office by following vote: Ayes-4 Noes- 0 Absent-1

Treasurer: Director Loveless nominated Director Kruljac to the position of Treasurer of the Board for a two-year term. Director Stober seconded the nomination. A vote was called, and Director Kruljac was elected to office by following vote: Ayes- 4 Noes- 0 Absent-1

Newley Elected Officers are as follows:

Ken Finn-Chair  
Mindy Neves-Vice Chair  
Bob Kruljac-Treasurer

h. Calendar Review (Robin)

Clerk of the Board Robin Woods reviewed the upcoming calendar commitments.



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January -Determine the Preliminary Tax Rate  
February-Request the Parcel Report from the county using the preliminary rate  
March-Notice of Public Hearing  
April/May-Conduct Public Hearing  
May/June-Allow time for property owner appeals of the tax levy.  
June-Approval of the District Preliminary Budget  
July-Approval of the Distract Tax Roll and Appropriations Limit  
July/August- At the end of the Fiscal year, The District Board of Directors will be presented the *Fiscal Year-End Report* 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)  
August/September-Tax Roll and Appropriations Limit Resolution sent to the County.

#### -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. (2024-Ken Finn, Ernie Loveless, and Hal Stober term end 12/2024)  
August-Budget Committee meet to prepare final budget for Board approval in September.  
September-Final Budget review and approval.  
Nov-Nomination of Officers of the Board (Every 2 years. Next election 2023)  
Dec-Election of Officers of the Board for January 1 start date. (Every 2 Years. Next election 2023)

#### 9.ANNOUNCEMENTS/GOOD of the ORDER

There were no announcements.

#### 10.ADJOURNMENT

Director Finn made a motion to Adjourn the meeting at 8:10. Director Kruljac seconded the motion. The motion passed by unanimous vote, and the meeting was adjourned.

Next scheduled meeting is January 3, 2024

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