



# 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, November 1, 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, Ken Finn, and Mindy Neves were present. A quorum was met. Also present were Chief Ray Mulas, Assistant Chief Mike Mulas, District Account Stacie McCambridge, Clerk of the Board Robin Woods, Firefighters Bulmaro, Em, Witherell, Breen and Valesquez.

### 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 October 4, 2023, meeting- **Discussion and Action**

Director Loveless introduced the October 4, 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 October 4, 2023, meeting. Director Stober seconded the motion. The motion passed, and the Minutes were approved by the following vote:  
Ayes-5 Noes - 0 Absent- 0

#### b. Review of the November 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 Kruljac made a motion to accept the Financial Report for November 2023, as presented. Director Neves seconded the motion. The motion passed, and the Financial Reports were approved by the following vote: Ayes-5 Noes - 0 Absent-0

### 5. CHIEFS' REPORT

Chief Ray Mulas provided the following report to the Board:



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- 1. The Lanning Co. has completed its work on the building with just the electrical work on the louver's to be done. Fitzpatrick Electric will complete this work.*
- 2. All work on the drainage ditch is done along with the training hydrant installation, the Lunny company removed close to four hundred yards of silt from the property.*
- 3. The parking lot seal coat and striping is currently underway and will be completed by this week's end. This work is being done by Broderick engineering.*
- 4. Some of the Fire Chiefs have spoken to various councils and political groups in the county on the tax measure with good reviews on its outcome. Chief Akre has sent out a power point presentation on do's and don'ts when discussing the measure with tax payers. I will present it to the Staff and volunteers during a training session.*
- 5. You should all have received a copy of the strategic plan and the assignments we were given through an email, We can now start meeting in our groups.*
- 6. Captain Garner has been successful in getting Schell Vista Fire approved through Coastal Valley EMS to begin the Expanded Scope EMT Program, this will allow EMT's who have successfully completed the additional training to be certified to administer Expanded Scope Medications. Three units will carry these medications 3881,3882,3861 at a startup cost of \$2419.68.*

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

- a. Reports:
  1. Facilities Committee (Neves)

Director Neves updated the Board on the projects at Station 1.
  2. Budget Committee (Kruljac)

Director Kruljac reviewed the actual expenses versus the budget with the board.
  3. Legislative Committee (Finn)

Director Stober gave a review of ACA 1 (55% approval) and ACA13.
  4. Outreach Committee (Stober)

Nothing to report.

## 7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

- a. Napa Contract Negotiation and New Property Review

Waiting for Napa to review. Table to December.



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b. Cell Tower

1. Update Station 2

Director Kruljac advised the board that On Air is still working with Verizon. Diagrams and information are in Ray's office to review.

2. Update Tower at Station 1

Director Kruljac shared pictures of proposed tower placement at Station 1. The proposal is still in progress.

c. Strategic Planning-**Continuing Discussion**

Tabled until the November 4<sup>th</sup> Special Meeting.

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

Chief Mulas presented an update to the Board on the process and events.

e. Nomination of Board Officers for 2024 and 2025. Election to be held at December Board Meeting.

The following nominations of Board Officers were made.

-Director Loveless nominated Director Stober for Chair of the Board. Director Finn seconded the nomination.

-Director Kruljac nominated Director Neves for Vice Chair of the Board. Director Loveless seconded the nomination.

-Director Loveless nominated Director Kruljac for Treasurer of the Board. Director Stober seconded the nomination.

Election of the officers will be held on December 6, 2023, at the December Board meeting.

f. Calendar Review (Robin)

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 District 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)



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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

The request was made to add an update to solar power at Station 1 on the December agenda.

December 9<sup>th</sup> is the Christmas party.

## 10.ADJOURNMENT

Director Stober made the motion to adjourn at 8:00 pm. Director Finn seconded the motion. The motion passed and the meeting was adjourned.

Next scheduled meeting is December 6, 2023

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.