



# Schell Vista Fire Protection District

22950 Broadway Sonoma, Ca. 95476

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

Date: Wednesday, April 2, 2025  
Time: 7:00 PM  
Location: 22950 Broadway-Station #1

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

Director Ken Finn called the meeting to order at 7:00 PM. Directors Bob Kruljac, Ernie Loveless Hal Stober, and Mindy Neves were present. A quorum was met. Also present were Assistant Chief Mike Medeiros, District Account Stacie McCambridge, Clerk of the Board Robin Woods, Firefighters Mickey Breen, Matt Garner, and Lincoln Reiter. Guest Isabel Beer, Index Tribune.

### 2. PUBLIC COMMENT PERIOD

There were no public comments.

### 3. AGENDA ADJUSTMENTS AND CONSENT

The agenda was accepted as presented.

### 4. CONSENT CALENDAR

#### a. Approval of minutes from the March 5, 2025, Regular Meeting- **Discussion and Action**

Director Finn introduced the March minutes and opened the floor to questions, discussion and public comments. There were no public comments. Director Kruljac made a motion to approve the minutes of the March 5, 2025, meeting. Director Loveless seconded the motion. A Vote was called, and the motion passed, and the Minutes were approved by the following vote:

Ayes-5 Noes- 0 Absent- 0 Abstain-0

#### b. Review of the April 2025 Accountant's Report-**Discussion and Action**

Director Finn introduced the Accountant's Report and opened the floor to discussion and public comment. There were no public comments. Director Stober made the motion to accept the Accountant's Report for April 2025, as presented. Director Loveless seconded the motion. A Vote was called, and the motion passed, and the Financial Reports were approved by the following vote:

Ayes- 5 Noes -0 Absent- 0 Abstain-0



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## 5. CHIEFS' REPORT

Chief Mulas presented the following report to the Board:

- 1. New engine has arrived and is going thru the outfitting process. I expect it to be in service in about a month. We will then post old 3881 for sale.*
- 2. The new generator was installed today and will be connected to our facilities in the next couple weeks.*
- 3. Director Kruljac, Robin and I reviewed the final budget for 2025 for any changes, all things look good.*
- 4. Assistant Chief Mulas' mentoring plan for new volunteers seems to be working really well for most of our new volunteers. I am proud to say everyone is participating in making this a success and that our new people will be ready for this summer.*
- 5. Schell Vista Fire Protection District had a good showing at FDAC this week in Napa. We should add a budget line-item for future FDAC conferences.*
- 6. The working group held its first meeting and will hold quarterly meetings.*

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

### a. Reports-**Discussions & Possible Actions**

#### 1. Facilities Committee (Neves)

- Director Neves reviewed Quarter 2 maintenance plan. She is obtaining quotes to update the bathrooms and locker rooms.
- The water heater for the bathrooms needs to be replaced.
- She is obtaining quotes for updating the HVAC for the building.
- Landscaping, well and septic systems are under review.

#### 2. Budget Committee (Kruljac)

##### a. Review Proposed Revised FYE 2025 Budget – **Discussion and Action**

Director Kruljac introduced the Revised FYE 2025 Budget and opened the floor to questions, discussion and public comments. There were no public comments. Director Loveless made a motion to approve the Revised Budget as presented, meeting. Director Stober seconded the motion. A Vote was called, and the motion passed, and the Revised FYE 2025 Budget was approved by the following vote:

Ayes-5 Noes- 0 Absent-0 Abstain-0

#### 3. Legislative Committee (Finn)

There was nothing to report



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4. Outreach Committee (Loveless)

Director Loveless informed the Board that Isabel Beer would be at the station on Friday to take photos of the new engine for an upcoming article in the paper.

5. Advisory Group Committee (Loveless)

Director Loveless reported that the committee met and agreed to quarterly Meetings. The committee consists of 2 Board Members, 2 Chiefs, 2 Labor, and 2 Volunteers.

### 7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

a. Ordinance 2025-01 Fire Hazard Severity Zones Adoption- **Discussion & Action**

Chief Mulas explained that the State has released a new "Fire Hazard Severity" map. We have areas of the "Local Responsibility area" (LRA) within our district in which are now identified as "Moderate". We will be required to adopt an ordinance and adopt the map formally through the Board Process.

Director Finn introduced Ordinance 2025-01, Fire Hazard Severity Zones Adoption. and opened the floor to questions, discussion and public comments. There were no public comments. Director Finn made a motion to adopt Ordinance 2025-1. Director Kruljac seconded the motion. A Vote was called, and the motion passed by the following Roll call Vote

Director Finn-Aye  
Director Loveless-Aye  
Director Stober-Aye  
Director Neves-Aye  
Director Kruljac-Aue

b. FYE 2024 Independent Auditor's Final Report-**Discussion & Action**

Director Finn introduced the FYE 2024 Independent Auditor's Final Report, and the Clerk of the Board added additional information. The floor was opened to questions, discussion and public comments. There were no public comments. Director Kruljac made a motion to approve the FYE Audit Report. Director Stober seconded the motion. A Vote was called, and the motion passed, and the FYE 2024 Independent Auditor's Final Report was approved by the following vote:

Ayes- 4 Noes- 0 Absent-0 Abstain-0



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c. VFIS Liability, Property and Auto Policy Renewal-**Discussion**

Chief Mulas explained the new policy and the increase in cost. It went into effect April 1, 2025, for 1 year. In December, Chief Mulas and Clerk of the Board Robin Woods will start exploring new options for next year's insurance renewals.

d. Ethics & Sexual Harassment Training Review-**Discussion**

Clerk of the Board reviewed which certificates of completion were received and which were still needed.

e. 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 or set later date  
May/June-Allow time for property owner appeals of the tax levy. (After public meeting)  
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)  
August/September-Tax Roll and Appropriations Limit Resolution sent to the County.

-Calendar Review General Business

Jan-Feb-Board to appoint Board Labor Negotiators for upcoming contract  
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.  
(No terms end in 2025)  
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 2025)  
Dec-Election of Officers of the Board for January 1 start date. (Every 2 Years. Next election 2025)

8. ANNOUNCEMENTS/GOOD OF THE ORDER

Clerk of the Board Robin Woods informed the Board of a LAFCO open position.

Director Loveless informed the board that MOU negotiations will begin next month.



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### 9. ADJOURMENT

Director Kruljac made the motion to adjourn the meeting at 7:50PM. Director Stober seconded the motion. The motion passed and the meeting was adjourned.

Next scheduled meeting is May 7, 2025

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