



# 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, December 8, 2021

Time: 7:00 PM

Location: Virtual Meeting

**This was a virtual meeting of the Board of Directors pursuant to Executive Order N-29-20 issued by the Governor of the State of California. There was not a public location for participating in this meeting, but any interested member of the public could participate telephonically by utilizing the dial-in information printed on the agenda**

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

Director Finn called the meeting to order at 7:00 PM. Directors Joe Petersen, Bob Kruljac, Hal Stober and Ernie Loveless were present. A quorum was met. Also present were District Account Stacie McCambridge and Clerk of the Board Robin Woods.

Chief Ray Mulas was absent.

### 2. PUBLIC COMMENT PERIOD

There were no public comments

### 3. AGENDA ADJUSTMENTS AND CONSENT

The were no adjustments to the agenda.

### 4. CONSENT CALENDAR

- a. Approval of minutes from the November 3, 2021, meeting- **Discussion and Action**

The incorrect minutes were distributed to the Board. The approval of the November minutes was tabled until the January meeting.

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

Director Kruljac made a motion to accept the Financial Report for December 2021 as presented. Director Petersen 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 Ray Mulas provided the following written report for the Board.



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*"1. We have had two additional positive Covid tests, all of our positive tests have been non vaccinated personnel with only one person left that has not received their shots. Only one of these individuals is an actual paid employee. We are currently following all county protocols and paper trails regarding notifications and recordings of people who have been in contact with personnel. Masks are required on all non vax and visitors entering the building.*

*2. We have officially started looking at Spec's For a Type one to replace 3881, this process should take a while as we are in no hurry and want to find the best fit for our needs.*

*3. One of our paid personnel has requested to place his girlfriend on our health insurance policy. They have applied for domestic partner status through the State of California and are awaiting confirmation, which from what I have been told may take awhile. I believe the board should run a cost analysis and review the MOU before bringing it to a full discussion.*

*4. Special Project manager Jim Galli and I met with Steve Maturake of the county prevention and building construction fire Marshall, regarding Engine Company Fire Inspections in our district. We are hoping to establish this next spring along with our upgrading of Pre Plan Maps.*

*5. I met with Chief Akre and Chief Bellack regarding any issues in the Zone and discussions on the Tax measure. I believe the district should decide whether they approve of the measure or not. There is a poll that is being done on whether to go ahead or table the plan. We also discussed Fire Impact Fees on New construction which is something Sonoma is now pursuing. I have a contact person we can come in and explain how to implement this.*

*6. I will be sending an additional email regarding the front office redesign and Captain Garner will be on this conference call to answer any questions. Also, Jim Gali sent the notes from our planning meeting.*

*I will contact the Board Chairman regarding and question or answers needed for January. I will be out of town from the 3rd to the 12th of January."*

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

- a. Facilities Committee (Petersen)

Nothing to report.

- b. Budget Committee (Kruljac)



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The Budget vs. Actual report was provided to the Board to review. There were no questions or discussion.

- c. Legislative Committee (Stober)

Nothing to report.

- d. Outreach Committee (Loveless)

Nothing to report.

## 7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

- a. Computer and administrative workstation upgrades.

Chief Mulas provided the Board with a diagram of the front office redesign along with a proposal from Trope Group. After review and discussion, the board decided to vote on the revision.

Director Finn opened the floor to public comments and discussion. There were no public comments made. Director Kruljac made a motion to approve the proposal from Trope Group for \$5928.77 for the redesign of the front office. Director Petersen seconded the motion. The motion passed, and the proposal was approved and accepted by a vote of Ayes- 5 Noes - 0 Absent -0

- b. Strategic Planning

Tabled until January.

- c. Update District FYE 2021 Audit

Robin Woods advised the Board that the Data has been given to the CPA and a tentative date on 12/16/2021 was set with the CPA to review the data and answer questions.

- d. Election of the officers of the Board for December election.

Nominated Officers are following:

Chair of the Board-Ernie Loveless

Vice Chair of the Board-Hal Stober

Treasurer of the Board-Bob Kruljac

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

Chair: Director Finn nominated Director Loveless to the position of Chair of the Board for a two-year term. Director Kruljac seconded the nomination. A vote was called, and Director Loveless was elected to office by following vote: Ayes-5 Noes- 0 Absent-0



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Vice Chair: Director Loveless nominated Director Stober to the position of Vice Chair of the Board for a two-year term. Director Kruljac seconded the nomination. A vote was called, and Director Stober was elected to office by following vote: Ayes- 5                      Noes- 0                      Absent- 0

Treasurer: Director Finn 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- 5                      Noes- 0                      Absent-0

Newley Elected Officers are as follows:

Ernie Loveless-Chair  
Hal Stober-Vice Chair  
Bob Kruljac-Treasurer

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

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.

-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.

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. (Next election in 2023.)

## 8. CLOSED SESSION

There was no closed session

## 9. ANNOUNCEMENTS/GOOD of the ORDER

There were no announcements

## 10. ADJOURNMENT



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Director Kruljac made a motion to Adjourn the meeting at 7:54. Director Stober seconded the motion. The motion passed by unanimous vote, and the meeting was adjourned

Next scheduled meeting is January 5, 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.