



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, November 5, 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, Mindy Neves, and Hal Stober were present. A quorum was met. Also present were Chief Ray Mulas, Assistant Chiefs Mike Mulas and Mike Medeiros, District Account Stacie McCambridge, Clerk of the Board Robin Woods, Firefighters Mickey Breen, Chantom Em, Johnny Velasquez, Matt Garner, Humberto Botello, Jayden Filippi, Sean Witherell, George Norton, Kevin Plume, and Emiliano Iniguez

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. AGENDA ADJUSTMENT AND CONSENT

Director Loveless asked for the removal of 7b-District report from Director Loveless from the agenda as no report needed. The Board agreed to the removal.

4. CONSENT CALENDAR

a. Approval of minutes from October 1, 2025, Regular Meeting- **Discussion and Action**

Director Finn introduced the October minutes. Director Stober made a motion to approve the minutes of the October 1, 2025, meeting. Director Loveless seconded the motion. Director Finn opened the floor to questions, discussion and public comments. There were no public comments. A vote was called, and the motion passed. The Minutes were approved by the following vote:
Ayes-5 Noes-0 Absent-0 Abstain-0

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

Director Finn introduced the Accountant's Report. Director Neves made the motion to accept the Accountant's Report for November 2025, as presented. Director Kruljac seconded the motion. Director Finn opened the floor to discussion and public comment. There were no public comments. A vote was called, and the motion passed. The Financial Reports were approved by the following vote:
Ayes-5 Noes-0 Absent-0 Abstain-0

5. CHIEFS' REPORT

Chief Mulas presented the following report to the Board:

Administrative:

1. *We had our first meeting with Keenan Associates regarding our employees transitioning over to our new healthcare provider. Thanks to Stacy and their staff it was quite easy to register and complete the required paperwork online.*

2. *Upgrading of our HVAC is continuing to move forward.*

3. *The department's operational Policies and Procedures manual continues to be reviewed and updated if necessary and forwarded to Special Project coordinator Jim Gali.*

4. *Nothing else on facilities at this time.*

5. *Captain Garner, Jim, and Robin have been working with a new website company that will provide us a lot better representation and the availability to bill for services through another service called Stripe. These companies offer these services to numerous other districts in our county which will make creating forms simple. This will help us collect for VRBO inspections and AB38 inspections from our prevention program.*

Operational

1. *We have three new Volunteers attending the Region 3 Fire Academy and some of our personnel will also be instructing during the academy.*

2. *At the Command Staff meeting we reviewed the boundary drop document with Assistant Chief Mulas, and he will bring our suggestions and adjustments that we would like to be incorporated before the activation of the drop.*

3. *Chief Lawson is working on presenting an Engine and Crew Boss class for both our volunteers and Cal Fire employees.*

4. *Captain Garner has applied for and received another grant for us, more to follow when we attain the equipment requested.*

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

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

1. Facilities Committee (Neves)

Director Neves reported that the louvers are complete and the generator will be completed tomorrow.

2. Budget Committee (Kruljac)

Director Kruljac reported that the financials are in line with the budget.

3. Legislative Committee (Finn)

Director Finn advised the board that bill regarding changes in PPE is due in 2031. The District will watch for notices and information.

4. Outreach Committee (Loveless)

Director Loveless had nothing to report.



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5. Advisory Group Committee (Loveless)

Director Loveless had nothing to report.

7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

a. Keenan & Associates Presentation regarding Medical Benefits - **Discussion**

Due to road closures, Keenan and Associates had to postpone their meeting.

b. District Report from Director Loveless - **Discussion**

Removed from Agenda by Board.

c. Application for Credit Card System for District Use with Website Host change – **Discussion & Action**

The following summary of Streamline Company and the Credit Card System was presented to the Board:

Summary

- *The district would like to add **online payment capability** for AB38 inspections, fire reports, and similar services.*
- *The current website is difficult to manage, and support response times have been slow.*
- *Rather than a billing-only fix, the group agreed that a **full website migration** makes more sense to improve usability and align with other Sonoma County districts already using Streamline.*

Proposed Package

- **Community Pro** – includes website, billing, and engagement tools.
- **Cost:** \$4,200 per year (after 30% discount) + \$500 setup fee.
- **Timeline:** 60–90 days from approval; billing begins January 1, 2026.
- **Month-to-month or annual terms;**

Key Features

- **Online payments** via Stripe (district can absorb or pass through ~3% transaction fee).
- **ADA compliance** fully managed by Streamline with financial indemnification.
- **Meeting management** for agendas and minutes.
- **Support:** In-house team

Director Stober made the motion to accept the presented proposal package with the website migration and addition of the ability to accept online payments. Director Neves seconded the motion. Director Finn opened the floor to questions, discussion and public comments. There were no public comments A vote was called, and the motion passed to accept the Streamline proposal by the following vote.

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

d. Marin IT Review - **Discussion**

There was no review for Marin IT

e. Review of the SVFPD Board of Directors Policy and Procedures Manual, Updates-**Discussion and Possible Action**

Director Neves will prepare the final edit and present it to the Board.

f. Calendar Review (Robin)

Clerk Woods reviewed the calendar and agreed to add the election of Board Officers to the December agenda.

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 (Public Hearing will be held in July)

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 with 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.

April-Annual Physicals

June-Preliminary Budget review and approval.

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

(No term ends 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

December 6 is the District Christmas Party.

9. CLOSED SESSION

Conference with Board Labor Negotiators (Government Code section 54957.6)

Agency designated representatives: Robert Kruljac and Ernie Loveless regarding Represented

Employees: IAFF Local 1401, Sonoma County Professional Firefighters

Director Finn Called for a closed meeting at 7:30 PM

Director Finn resumed the open meeting at 8:19PM

Report: Nothing to Report regarding Labor Negotiations.



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10. CLOSED SESSION REPORT LABOR NEGOTIATIONS- **Discussion and Possible Action**

Nothing to report regarding Labor Negotiations.

Director Finn made the announcement that Director Loveless resigned from the Board at the end of today's meeting as he has moved out of the District. He has agreed to continue with the labor negotiations as a contracted consultant to finish negotiations.

11. ADJOURMENT

Director Stober made the motion to adjourn at 8:22 PM. Director Kruljac seconded the motion. The motion passed and the meeting was adjourned

Next scheduled meeting is December 3, 2025

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