



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, January 7, 2026

Time: 7:00 PM

Location: 22950 Broadway -Station #1

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

Director Mindy Neves called the meeting to order at 7:00 PM. Directors Bob Kruljac, Bill Steach, and Ken Finn were present. Director Hal Stober was absent. A quorum was met. Also present were Clerk of the Board Robin Woods, Firefighters Jayden Filippi, Johnny Velasquez, Sean Witherell, Mickey Breen and Milliano. Guests, Isabel Beer and Ruchi of the Sonoma Index Tribune, were also present.

2. PUBLIC COMMENT PERIOD

There Were no public comments.

3. AGENDA ADJUSTMENT AND CONSENT

There were no adjustments to the agenda.

4. CONSENT CALENDAR

a. Approval of minutes from December 3, 2025, Regular Meeting- **Discussion and Action**

Director Neves introduced the December 3rd minutes. Director Finn made a motion to approve the minutes of the December 3, 2025, meeting. Director Kruljac seconded the motion. Director Neves 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-4 Noes-0 Absent-1 Abstain-0

b. Approval of minutes from December 23, 2025, Special Meeting- **Discussion and Action**

Director Neves introduced the December 23rd minutes. Director Kruljac made a motion to approve the minutes of the December 23, 2025, meeting. Director Finn seconded the motion. Director Neves 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-4 Noes-0 Absent-1 Abstain-0

c. Review of the January 2026 Accountant's Report-**Discussion and Action**

Director Neves introduced the Accountant's Report. Director Finn made the motion to accept the Accountant's Report for January 26, as presented. Director Kruljac seconded the motion. Director Neves 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- 4 Noes-0 Absent-1 Abstain-0

5. CHIEFS' REPORT

Director Neves presented the following Chief's report to the Board:

Administrative

County:

- 1. Coastal Valley is targeting either January 13th or 27th for the Medical Director appointment.*
- 2. DEM: The new head of County Communications is Matt Brown. As a result of department restructuring, DEM is looking for a communications specialist.*
- 3. Measure H: December distribution total (including interest) is \$ 16,364766.53. The total for the four distributions to date are \$62,609553.46*
- 4. Fire Safe Sonoma is looking for an Executive Director. They will hold the Sonoma County Wildfire & Earthquake Expo again this year on April 26th participation is encouraged.*
- 5. The registration for the 2026 FDAC Conference in Seaside is open. If you plan to attend, you are encouraged to make hotel reservations ASAP.*

District:

- 1. Congratulations should be given to our three Firefighters who have completed their 12- month probationary period along with hard work and dedication. A badge pinning will be held in February for their official swearing in along with our new volunteers.*
- 2. Robin and I will review the new insurance proposals for our Property, Liability and Fleet Insurance Proposal long before they are due.*

Operational:

- 1. Boundary drop is in full operation with relatively few issues. We cannot yet give you an answer on the effects this is having on our call volume*
- 2. 3881 will have to be placed out of service and taken to Golden State for some warranty and repair work.*
- 2. Highway 121 at the 12 intersection has been closed twice this winter.*
- 4. The residence downstairs unit has been cleaned and painted along with the stairwell, both the painter and the cleaning company did an exceptional job.*
- 5. We also have a leak in one of the Skylights in the App Bay and a couple of lights are out in the parking lot. We have notified the proper vendors for these repairs. Our HVAC system upgrade should be completed by the end of the month.*

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

- a. Select Board Member Lead for Open Committees.

Following are the changes to the Committee Leads:

Outreach-Mindy Neves
Advisory Group-Mindy Neves
Facilities-Bill Steach



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

1. Facilities Committee (Neves)

Director Neves advised the Board that she has reached out to Bernie Fitzpatrick regarding the generator installation.

The HVAC installation should be completed within the next month.

The Residence downstairs has been cleaned and painted. The upstairs unit has been cleaned.

2. Budget Committee (Kruljac)

Director Kruljac reviewed the Budget vs Actual Report with the Board. Expenses are in line with the budget.

3. Legislative Committee (Finn)

Nothing to report.

4. Outreach Committee

Nothing to report.

5. Advisory Group Committee

Nothing to report.

7. **NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS**

a. **Tax Measure Ordinance – Discussion & Action**

1. Review preliminary Levy amount to be used in requesting the Parcel Report from the County for FY 2026-2027

Clerk of the Board, Robin Woods, explained the cost-of-living adjustment and provided the new rates for consideration. Based on the 6.44% increase in tax rates, the maximum adjusted inflation tax rates under Measure X for the FY . 26/27 SVFPD special tax roll are:

	<u>25/26</u>	<u>26/27</u>
Residential	\$242.94	\$258.59
Additional Units	\$121.46	\$129.28
Commercial	\$0.17 per sq foot	\$.18 per sq foot
Other Parcels	\$121.46	\$129.28

Director Neves opened the discussion on setting preliminary Levy amounts for the 2026-2027 Fiscal year. After discussion of District financial needs, it was agreed that the preliminary rates would be set the 2026-2027 rates to include the cost-of-living increase of 6.44%.

Director Kruljac made the motion to set the tax rates for 2026-2027 to include the cost-of-living increase of 6.44 % at \$258.59-Residential, \$129.28-Residential additional unit, \$129.28- Other Parcel, and \$0.18/square foot-Commercial. Director Steach seconded the motion Director Neves opened the floor to public comments and discussion. Let the record reflect there were none. Director Neves called for the vote. The motion passed by the following vote:
Ayes- 4 Noes - 0 Absent- 1 Abstain- 0

b. SB707 Brown Act Revamp – **Discussion**

Director Neves presented the handout and provided a review of the changes.

c. Board Member Training and Onboarding - **Discussion and Possible Action**

1. FDAC 2026 Annual Conference

Director Neves reviewed the conference with the Board. She plans on going and Encouraged other Board members to attend.

Director Neves also provided information to the Board about the Certificate of Achievement class available through FDAC which is designed for Board members and leadership members.

d. Future of engine #321 – **Discussion and Possible Action**

Tabled to the February meeting.

e. Adding the District Audit to the Website - **Discussion and Possible Action**

Clerk of the Board Robin Woods explained to the Board how other Districts were placing their District Audits on the website for public View and suggested that SVFPD did the same.

Director Finn made amotion to post the District Audits on the District Website. Director Kruljac seconded the motion. Director Neves opened the floor to questions, discussion and public comments. There were no public comments A vote was called, and the motion passed with the following vote:

Ayes-4 Noes-0 Absent-1 Abstain-0

f. Resolution 2026-001, Schell-Vista Fire Production District 457 Deferred Compensation Plan Trustee Amendment - **Discussion and Action**

Tabled to the February meeting.

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

Director Neves is going to send the manual to Attorney Bill Adams to review and will report back to the Board.

h. Calendar Review (Robin)

Clerk Robin Woods reviewed the upcoming months calendar items.

January -Determine the Preliminary Tax Rate

February-Request the Parcel Report from the county using the preliminary rate.



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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.

(Terms ending in 2026 are Director Kruljac, Director Neves, and Director Steach)

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 2027)

Dec-Election of Officers of the Board for January 1 start date. (Every 2 Years. Next election 2027)

8. ANNOUNCEMENTS/GOOD OF THE ORDER

There were no announcements.

9. CLOSED SESSION

Conference with Board Labor Negotiators (Government Code section 54957.6)

Agency designated representatives: Directors Robert Kruljac and Ken Finn regarding Represented Employees: IAFF Local 1401, Sonoma County Professional Firefighters

Director Neves Called for a closed meeting at 7:44 PM.

Director Neves resumed the open meeting at 7:57 PM.

Report: There was nothing to report.

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

There was nothing to discuss.

11. ADJOURMENT

Director Kruljac made the motion to adjourn at 7:58 PM. Director Finn seconded the motion. The motion passed and the meeting was adjourned

Next scheduled meeting is February 4, 2026

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