



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: Monday, June 2, 2025 (Change in Regular meeting date due to scheduling conflicts)
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, and Mindy Neves were present. A quorum was met. Also present were Chief Ray Mulas, Captain Matt Garner, Special Project Manager Jim Galli, District Account Stacie McCambridge, Clerk of the Board Robin Woods, guests Isabel Beer, Index Tribune and Tim Bush, Marin IT. Director Hal Stober was absent.

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. AGENDA ADJUSTMENTS AND CONSENT

The Board agreed to move the Marin IT presentation after the Consent Calendar items.

4. CONSENT CALENDAR

a. Approval of minutes from May 7, 2025, Regular Meeting- **Discussion and Action**

Director Finn introduced the May 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 May 7, 2025, meeting. Director Neves seconded the motion. A Vote was called, and the motion passed, and the Minutes were approved by the following vote:

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

b. Review of the June 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 Loveless made the motion to accept the Accountant's Report for June 2025, as presented. Director Kruljac seconded the motion. A Vote was called, and the motion passed, and the Financial Reports were approved by the following vote:

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



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5. CHIEFS' REPORT

Chief Ray Mulas presented the following report to the Board:

Administrative:

** I have no new information regarding measure "H" other than Smart Is projecting their Sales Tax on 58 million rather than the 60 million that the fire services is predicting which could be \$25,000 less to the district.*

** I have received two bids for the HVAC system upgrade which are about \$8,000 apart, I have been trying to get a third bid but have not received any response yet. I will continue to compare the bids before a selection is made.*

** We may need to make some changes to the budget for building maintenance and safety gear before the final is approved.*

Operational:

** All probationary firefighters continue their proficiency training on a different shift with a different Captain, there have been no issues.*

** The volunteer force is working on their wild land skills and company evolutions as Fire Season has officially been declared as of June 1st, we have already had two small grass fires.*

** Our new engine is having some warranty work done in Sacramento and should return shortly for the finishing touches of mounting equipment.*

** In general, we are gearing up for summertime events and fire season.*

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

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

1. Facilities Committee (Neves)

Directive Neves updated the Board on the louvers in the tower. Two are complete.

2. Budget Committee (Kruljac)

A. Proposed Preliminary Budget FYE 2026 Review-**Discussion and Action**

Director Kruljac introduced the Proposed Preliminary Budget to the Board. Director Kruljac made the motion to approve the Proposed FYE 2026 Preliminary Budget. Director Finn opened the floor to questions, discussion, and



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public comments. Let the record reflect there were no public comments.
Director Neves seconded the motion. A vote was called, and the Proposed Preliminary Budget was approved by the following vote:

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

3. Legislative Committee (Finn)

There was nothing to report

4. Outreach Committee (Loveless)

There was nothing to report

5. Advisory Group Committee (Loveless)

Director Loveless reported that he is working with the group to set up a meeting. He is scheduling the meeting for Thursday, June 12th, at 9AM. He will add a zoom option for those who can't attend in person.

7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

a. Tim Bush, Marin IT, Contract Presentation-**Discussion and Possible Action**

Tim Bush, Marin It, Presented the Board with the proposed IT Service Contract and the District Server Upgrade quote. He explained the scope of the full-service contract and outlined the coverage, and the recommended upgrades to the server.

Director Kruljac made the motion to approve both the Service Contract and the Server Upgrade. Director Finn opened the floor for questions and discussion. Let the record reflect there were none. Director Loveless seconded the motion. A vote was called, and both the Service Contract and Server Upgrade Quote were approved by the following vote:

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

b. Review of the SVFPD Board of Directors Policy and Procedures Manual, Articles 1-5-**Discussion and Possible Action**

Director Finn led the review of Articles 1-4 of the *Directors Policy and Procedures Manual* and took notes of the agreed upon revisions and corrections. Article 5 was tabled until the July Board meeting where the Board agreed to review Articles 5-8.



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c. Ethics & Sexual Harassment Training Update-**Discussion**

Robin Woods, Clerk of the Board, advised the Board that she was still working with FDAC to obtain the missing certificates of training from the FDAC Symposium.

d. Tax Measure Ordinance-**Discussion**

The public meeting was set for the July 9, 2025, Board meeting (Date change due to conflicting schedules). The Clerk of the Board is working with District Council in preparing the notices for posting and Resolution for the meeting. The Parcel list will be made available for the public.

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 (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 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

There were no announcements.

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



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Director Finn Called for a closed meeting at 8:29.

Director Finn resumed the open meeting at 9:08PM

Report from closed meeting: There was nothing to report.

10. ADJOURMENT

Director Loveless made the motion to adjourn at 9:08PM. Director Kruljac seconded the motion. The motion passed and the meeting was adjourned.

Next scheduled meeting is July 9, 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