



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 6, 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 be 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 Chief Ray Mulas, District Account Stacie McCambridge and Clerk of the Board Robin Woods. Guest, District Auditor Blake Goranson, was also in attendance.

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. AGENDA ADJUSTMENTS AND CONSENT

It was agreed to move item 1 under 7. New Business to the next agenda item when Blake Goranson, District auditor, was able to join the meeting.

4. CONSENT CALENDAR

a. Approval of minutes from the December 2, 2020 meeting- **Discussion and Action**

Director Kruljac made a motion to approve the minutes of the December 2, 2020. The request for public comments was made. There were no public comments. Director Petersen seconded the motion. The motion passed, and the minutes were approved

b. Review of the January 2021 Accountants Report- **Discussion and Action**

Director Kruljac made a motion to accept the Financial Report for January 2021 as presented. The request for public comments was made. There were no public comments. Director Stober seconded the motion. The motion passed, and the Financial Reports were accepted



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5. CHIEFS' REPORT

Chief Ray Mulas presented to following report to the Board:

- 1. Covid vaccination of the Department members as reported by Assistant Chief Mike Mulas.*
- 2. Captain Andersen's current status (Director Loveless will report on this later).*
- 3. We are completing our final numbers on this last fire season. As you could see in Mikes report we should clear net to district \$300,000. We will know for sure at years End.*
- 4. The sign should be lit by this weekend. The day shift put bark around the sign just for this year we will rock it next spring.*
- 5. I am still working on the number of homes in the contract area with Napa County and I Should be done by February.*
- 6. We are still working out a few bugs with the phone system, even so it is an improvement from the past system. The doorbell is know attached to the phone system.*
- 7. I have received an offer of twelve hundred dollars for the 1995 Chevy Blazer which I think is a fair price considering the roof has antenna and light bar holes throughout. I request your approval to make the sale.*
- 8. The assistance to Firefighter Grant that Matt Garner got us for new Breathing Apparatus is ready to order, however we will have to pay the vendor out of our reserves and they will then refund us, As I understand it this is how it is done.*
- 9. You should have received the proposal for the Administrative Battalions Position that I would like to implement.*

After the presentation of the Chief's report, Director Kruljac made the motion to sell the 1995 Chevy Blazer for \$1,200. The floor was opened for questions and discussion. Let the record reflect there was none. Director Loveless seconded the motion. The motion unanimously passed.



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

a. Facilities Committee (Petersen)

Director Petersen visited Station 2 to view remodel progress. It is 50% complete and meets approval.

b. Budget Committee (Kruljac)

Director Kruljac reviewed the Budget vs Actual with the Board.

c. Legislative Committee (Stober)

Nothing to review

d. Outreach Committee (Loveless)

Nothing to review

7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

a. Update of District FYE 2020 Audit.

1. Auditor Blake Goranson presented a Preliminary draft Audit to the District for review. She advised that the audit went well, and she found the District to be sound and in compliance.

After review of the audit, Director Kruljac made the motion to Approve the Preliminary Audit as presented. The floor was opened for questions and discussion. Let the record reflect there was none. Director Petersen seconded the motion and Director Finn conducted the vote. The motion passed as follows

Ayes-5 Noes-0 Absent-0

Blake Goranson will submit the preliminary audit as the Final District Audit for FYE 2020 and send the Records to the station.

b. Update on Signage at Station 1

See Chiefs report Item 4.

c. Ordinance No 2018/2019-01 Tax Measure **Discussion and Action**

1. Review preliminary Levy amount to be used in requesting the Parcel Report from the County for FY 2021-2022



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Director Finn opened the discussion on setting preliminary Levy amounts for the 2021-2022 Fiscal year. After discussion of District financial needs, it was agreed that the preliminary rates would be set to the same rates as last fiscal year.

Director Stober made the motion to keep the tax rates the same as they were in 2019/20 (\$150-Residential, \$70-Residential additional unit, \$75-Other Parcel, and \$.12/square foot-Commercial) for 2021-2022 The floor was opened to discussion. Let the record reflect there was none. Director Kruljac seconded the motion. The motion passed unanimously.

d. Resolution No. 2021-0001, Determining the Industrial Disability of Employee Anthony Andersen. – **Discussion and Action**

Director Loveless introduced the Resolution and the reason it is being required. He explained that CalPERS requires the Board to make a resolution stating the determination of an employee being disabled and unable to return to work.

Director Fin presented Resolution No 2021-0001 RESOLUTION OF THE BOARD OF DIRECTORS OF THE SCHELL - VISTA PROTECTION DISTRICT DETERMINING THE INDUSTRIAL DISABILITY OF EMPLOYEE ANTHONY ANDERSEN. Director Loveless moved its adoption. The floor was open for questions and comments. Let the record reflect there were none. Director Kruljac seconded the motion. The motion was adopted by the following vote:

Ayes-5 Noes-0 Absent-0

e. Calendar Review (Robin)

-Review SVFPD Ordinance No 2018/2019-01 Tax Measure Steps for 2021.

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 Distract Tax Roll and Appropriations Limit

August-Tax Roll and Appropriations Limit 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.



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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.

8. CLOSED SESSION

There was no closed session

9. ANNOUNCEMENTS/GOOD of the ORDER

There were no announcements.

10. ADJOURNMENT

Director Kruljac made the motion to adjourn at 8:01. Director Petersen seconded the motion. The motion passed, and the meeting was adjourned

Next scheduled meeting is February 3, 2021

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