



# 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 4, 2020

Time: 7:00 PM

Location: 22950 Broadway - Station #1

**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, and Ernie Loveless were present. A quorum was met. Also present were Chief Ray Mulas, Captain Sean Wetherell, and Clerk of the Board Robin Woods. Director Hal Stober and District Account Stacie McCambridge were absent.

### 2. PUBLIC COMMENT PERIOD

There were no public comments.

### 3. AGENDA ADJUSTMENTS AND CONSENT

The agenda was consented as presented.

### 4. CONSENT CALENDAR

#### a. Approval of minutes from the October 7, 2020 meeting- **Discussion and Action**

Director Kruljac made a motion to approve the minutes of the October 7, 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



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b. Review of the November 2020 Accountants Report- **Discussion and Action**

Director Kruljac made a motion to accept the Financial Report for November 2020 as presented. The request for public comments was made. There were no public comments. Director Loveless seconded the motion. The motion passed, and the Financial Reports were accepted

## 5. CHIEFS' REPORT

Chief Ray Mulas presented the Board with the following report:

1. *Captain John Bragg officially started Monday November 2; he will go through his orientation training for two weeks before starting his shift work. we can finally put the replacement of Tony Andersen to rest.*
2. *I heard rumor that our sign has finally got approval from PRMD and will begin in weeks to come.*
3. *Station 2's project is back in progress after all the fires; however, Engineer Meirs is in Haz Mat tech school and can only work on it on weekends*
4. *Received training on the new phone system that has been installed. There are still a few things that need to be programmed.*
5. *We sold the old engine 3873 to Regusi Winery in Napa for \$5500.*
6. *The volunteers have had the Holiday lights installed by the same contractor that does the city of Sonoma.*

Chief Mulas advised the board that he was looking at Target Solutions as a training platform. They keep computerized records of training. Update to be provided at next meeting.

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

a. Facilities Committee (Petersen)

The Firefighter residence is fully occupied. The Septic systems were inspected and passed. They are way under "use limits".



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b. Budget Committee (Kruljac)

Director reviewed the Budget versus Actual and reviewed the expenses. Strike team expenses will be monitored in case there is a need to revise the budget.

c. Legislative Committee (Stober)

Nothing to report.

d. Outreach Committee (Loveless)

The Board reviewed the Brochure that was mailed to the constituents of the District. It was a very informative and professional brochure. Director Loveless will obtain copies to have on hand at the station.

## 7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

a. Update on Signage at Station 1

Signage update was presented in the captain's report.

b. Update District FYE 2020 Audit,

The audit is set for November 18

c. Nominations of officers of the Board for December election.

-Director Kruljac nominated Ken Finn for Chair of the Board. Director Petersen seconded the nomination.

-Director Finn nominated Ernie Loveless for Vice Chair of the Board. Director Petersen seconded the nomination.

-Director Loveless nominated Bob Kruljac for Treasurer of the Board. Director Finn seconded the nomination.

Election of the officers will be held on December 2, 2020 at the Board meeting.

d. Calendar Review (Robin)

-Review SVFPD Ordinance No 2018/2019-01 Tax Measure Steps for 2020.

January -Determine the Preliminary Tax Rate

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

March-Notice of Public Hearing



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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 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.

## 8. CLOSED SESSION

There was no closed meeting.

## 9. ANNOUNCEMENTS/GOOD of the ORDER

LAFCO Applications need to be submitted. The Board will address their selection at the December meeting.

## 10. ADJOURNMENT

Director Kruljac made the motion to adjourn at 7:50PM. Director Petersen seconded the motion. The motion passed, and the meeting was adjourned

Next scheduled meeting is December 2, 2020

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