



Schell Vista Fire Protection District

22950 Broadway Sonoma, Ca. 95476

Ph. (707) 938-2633 / Fax. (707) 935-9681

www.schellvistafire.org / e-mail: info@schellvistafire.org

MEETING MINUTES Schell-Vista Fire Protection District Board of Directors Regular Meeting

Date: Wednesday, September 2, 2020

Time: 7:00 PM

Location: 22950 Broadway - Station #1

ATTENTION: 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.

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. AGENDA ADJUSTMENTS AND CONSENT

There were no adjustments to the agenda.

4. CONSENT CALENDAR

a. Approval of minutes from the August 5, 2020 meeting- **Discussion and Action**

Director Kruljac made a motion to approve the minutes of the August 5, 2020. The request for public comments was made. There were no public comments. Director Loveless seconded the motion. The motion passed, and the minutes were approved.

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

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



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5. CHIEFS' REPORT

Chief Mulas presented to following report to the Board:

1. Replacement Captain: Special project coordinator Jim Gali and I held a zoom call with candidate Freddie Mertens to discuss our goals and his goals for the captain's spot. Unfortunately, after some thought, he decided to stay with CalFire and the future of promotion in ranks.
So, at this time we have made an offer to John Bragg who is currently out on a strike team in the LNU Complex. I have not heard from Jim regarding a time that we will meet with John.
2. 3874 is still out in the LNU Complex after a crew swap Monday. 3871 is still waiting for the auxiliary pump parts from Ferrera. It should be back in service by September 3.
3. Held a staff meeting for the month. Discussions were about the new phone system and the changes to the resident policy that are being discussed. We also met with Tim from Marin IT and discussed in depth the organization of the phone system.
4. Tony Anderson stopped by the station and turned in his gear. He was in good spirits while visiting.
5. 3861 is no in service even though we are still adding some equipment and changing things around.
6. The Volunteers Association has received a few donations from some of the "Ranch" residents. A donation of \$5000 from the homeowner's group, and a total of \$30,000 from an independent couple, and I just received a request for the address to send a donation this week.
7. Station #2 project will start when the crew returns or gets released from the LNU Complex.
8. Assistant Chief Mike sent you a Lightning coverage cost sheet for your records. If all works right, we should recover our costs.

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

- a. Facilities Committee (Petersen)

Nothing additional to report.

- b. Budget Committee (Kruljac)

1. Present FYE 2021 Final Budget for review and approval. **Discussion and Action**



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Director Stober made a motion to accept the FYE 2021 Final Budget as presented. as presented. The request for public comments was made. There were no public comments. Director Loveless seconded the motion. The motion passed unanimously, and the FYE 2021 Final Budget was accepted

2. Present FYE 2018, 2019, 2020 Income and Expense Report for review.

The report was presented and reviewed.

- c. Legislative Committee (Stober)

Nothing to report.

- d. Outreach Committee (Loveless)

Director Loveless updated the Board on the progress of the newsletter.

Director Loveless advised the Board that there will be an article in the Index Tribune regarding the New Engine with the Volunteer Association presenting the keys to the District.

7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

- a. 2018/2019-01 Tax Measure

1. Review of FY 2020-2021 tax revenues

Director Kruljac reviewed the report with the Board and shared the estimated FYE 21 tax revenue would be \$741,846.

- b. Update on Signage at Station 1

Director Kruljac advised the Board that the contractor is still waiting for the Permits before he can proceed.

- c. Update District FYE 2020 Audit. Auditor retiring and search for replacement.
Discussion and Action

Secretary Woods explained to the Board that the Districts previous Auditor retired and presented information on recommended Auditors.

Director Stober made a motion to hire Goranson & Associates as the District's Auditor for the FYE 2020 Audit. The request for public comments was made. There were no public comments. Director Kruljac seconded the motion. The motion passed unanimously.



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d. Biennial Notice for Conflict of Interest Codes review

Secretary Woods reviewed the existing Conflict of interest Code. The Board verified that the current COI is correct and in effect. It was agreed that Secretary Woods could file the information with the County.

e. Board of Director Appointments, Administration of Oath **Action**

The following Directors were sworn into office:

Directors Hal Stober and Ernie Loveless were sworn into office by Director Ken Finn.
Director Ken Finn was sworn into office by Director Ernie Loveless.

f. 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

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.

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. ANNOUNCMTNTS/GOOD of the ORDER

There were no announcements.



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10. ADJOURNMENT

Director Loveless made the motion to adjourn at 7:54PM. Director Kruljac seconded the motion. The motion passed, and the meeting was adjourned.

Next scheduled meeting is October 7, 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