



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, August 5, 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, District Project Manager Jim Galli, 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 July 1, 2020 meeting- **Discussion and Action**

Director Kruljac made a motion to approve the minutes of the July 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 August 2020 Accountants Report- **Discussion and Action**

Director Kruljac made a motion to accept the Financial Report for August 2020 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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c. Review of the FYE 2020 Financial Reposts-**Discussion and Action**

Director Kruljac made a motion to accept the FYE Financials 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

5. CHIEFS' REPORT

Chief Mulas presented the Board with the following report:

Chiefs Report August 2020

1. *Captains Test: We held Oral Interviews for the Captains position if it becomes available this week, and we have two candidates moving to the Chiefs interview. The Oral Board consisted of a Cal Fire Chief, a Retired Marin Chief, and one of our volunteer Captains. There are two candidates that will be moving forward to the Chiefs Interview on August 28th. Both candidates know that the position is not currently available.*
2. *The New Type 3 has arrived and being outfitted, lettered, and having the Radio programed. Being the unit is four wheeled drive it will require special drivers training which is being offered by CalFire.*
3. *We will be discussing the new phone system and how we want it to operate, with Marin IT on August 28th after the Staff meeting.*
4. *Wet Hire: 3871 was sent out on a wet hire with CalFire. They have been in Sea Ranch, Santa Rosa, St. Helena and Station 27 in Napa.*
5. *The volunteers completed a work party that allowed us to place all the donated bark around the station in less than four hours.*
6. *Captain Matt Garner received notice today that the District was award the AFG Grant for Breathing Apparatus for \$238,119, a Grant on which Captain Garner had been working on for a long period of time.*
7. *The Sonoma County Registrar of Voters request to put a ballot drop off box in the parking lot of the station for the upcoming election.*

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

a. Facilities Committee (Petersen)

Nothing new to report



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b. Budget Committee (Kruljac)

The FYE 2021 Final Budget will be presented to the Board at the September meeting for review and approval.

c. Legislative Committee (Stober)

Nothing to report.

d. Outreach Committee (Loveless)

Director Loveless is working with Jim Galli and a contractor from Marin to compose a brochure to mail during critical fire times.

Director Loveless will work with the paper to set up a press release regarding the District's new engine.

7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

a. 2018/2019-01 Tax Measure

1. Fiscal Year End 2020 Report

The Year end report for the Tax measure was presented to the Board.

2. The Board was advised that the Tax Roll and Appropriations Limit was mailed to the County.

b. Update on Signage at Station 1

Director Kruljac advised the Board that the district paid the 50% deposit and the contractor is now waiting on permits from the county. Work at the station should start mid-August.

c. Request to open a new checking account at Exchange bank for Payroll and close the account at West America Bank. **Discussion and Action**

Chief Mulas explained the benefits of opening an account for Payroll at Exchange Bank and closing the one at West America Bank would be beneficial for the District.

Director Kruljac made a motion to open checking account at Exchange Bank for District Payroll and to close the West America Payroll account. The request for public comments was made. There were no public comments. Director Stober seconded the motion. The motion passed unanimously.

d. Deadline for Board Members file for re-election with the Registrar of Voters is August 7.



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Directors Finn, Stober, and Loveless advised the Board that they had completed the filing process.

e. 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 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 session.

9. ANNOUNCEMENTS/GOOD of the ORDER

Director Loveless asked if the Board could review the possibility of having the Board meeting via Zoom. It will be researched for the next meetings.

10. ADJOURNMENT

Director Kruljac made the motion to adjourn at 7:51. Director Petersen seconded the motion. The motion passed, and the meeting was adjourned

Next scheduled meeting is September 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