



# 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, June 3, 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. 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, Clerk of the Board Robin Woods, and District Project Manager Jim Galli.

### 2. PUBLIC COMMENT PERIOD

There were no public comments

### 3. AGENDA ADJUSTMENTS AND CONSENT

There were no adjustments.

### 4. CONSENT CALENDAR

#### a. Approval of minutes from the May 13, 2020 meeting- **Discussion and Action**

Director Kruljac made a motion to approve the minutes of the May 13, 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 June 2020 Accountants Report- **Discussion and Action**

Director Kruljac made a motion to accept the Financial Report for May 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 Ray Mulas presented the following report

### *CHIEFS JUNE REPORT 2020*

*1. COVID-19 Update: So far, the test results of our staff have all been negative, however this does not tell us if they have the Antibodies.*

*2. STATION OPENED: We have opened the station with point of entry requirements, these are fairly simple and will probably stay in place until the end of the year. We can go over the procedures with any Board member upon request.*

*3. TYPE 3: I have not been given any current news about the new brush truck other than it is supposed to be here this month.*

*4. OES RATE: Our updated rates have been filed with the State Office of Emergency Services representing any of our personals salary changes for the upcoming fiscal year.*

*5. HAZARD PLAN; The County of Sonoma is in the very early stages in the development of the Sonoma County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP). As you may know, Federal legislation has historically provided funding for disaster relief, recovery, and some hazard mitigation planning. Communities must have a FEMA approved hazard mitigation plan in place prior to receiving post-disaster Hazard Mitigation Grant Program (HMGP) funds. As a special purpose district, Fire Districts are eligible to be included in the County's MJHMP process and then apply for and receive HMGP grants. They would like us to participate as a full partner in the MJHMP, I would like to find out more about the participation requirements and report back to the board.*

*6. UPSTAFFING: Sonoma County still has about \$300,000 available for Fire weather upstaffing and they have released this year's plan and criteria for activation.*

*7. STATION 2: The seal and striping has been completed at station 2. We are also pricing out the changing of one of the bathrooms to a shower stall for Decon when necessary. This is in the price and design stage and I will forward to Director Petersen for review before presenting to the board as a Capital Improvement.*

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

### a. Facilities Committee (Petersen)

There was nothing to report.



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b. Budget Committee (Kruljac)

1. Review and Approval of the Preliminary 2020-2021 District Budget. **Discussion and Action**

Director Kruljac presented the preliminary Budget to the Board.

Director Loveless made a motion to accept the 2020-2021 Preliminary Budget as adjusted. The request for public comments was made. There were no public comments or questions. Director Kruljac seconded the motion. The motion passed unanimously, and the Financial Reports were accepted.

c. Legislative Committee (Stober)

There was nothing to report

d. Outreach Committee (Loveless)

Director Loveless presented the idea to hire a consultant to assist the Department in preparing an informative promo for the Public. Director Loveless, Project Manager Jim Galli, and Chief Ray Mulas will work with the consultant preparing the brochure. The estimated cost would be \$4,000.

Director Loveless made the motion to hire Kreative Inc. as the consultant for the Public Educational mail (\$4,000 Bid), The request for public comments was made. There were no public comments. Director Petersen seconded the motion. The motion passed unanimously.

6. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

a. Update on the Sign for Station 1

This discussion will be Tabled for a future meeting.

b. Review Policy 224, Emergency Preparedness, and any possible required Resolution.

Chief Mulas reviewed Policy 224. Nothing further is required after it's adoption.

c. 2018/2019-01 Tax Measure

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)



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Director Finn reviewed the calendar. Secretary of the Board, Robin Woods updated the Board on the FYE report.

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

April-Conduct Public Hearing

May-Allow time for property owner appeals of the tax levy

June-Approval of the District Preliminary Budget

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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.

7. CLOSED SESSION

There was no closed session

8. ANNOUNCEMENTS/GOOD of the ORDER

There were no announcements.

9. ADJOURNMENT

Director Kruljac made the motion to adjourn at 7:52. Director Stober seconded the motion. The motion passed, and the meeting was adjourned

Next scheduled meeting is July 1, 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