

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
JUNE 19, 2024 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

President Mark Hemmendinger, called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on May 10, 2024.

Directors Present: Mark Hemmendinger, Bob Moretti, Sage Howell, Bret Herman, Michael Gadoua, Brian Proteau

Directors Absent: Ray Peterson

Minutes Conducted by: Jennifer Bechtold

The Pledge of Allegiance was said.

II. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no public comment.

B. Correspondence and/or Presentations

There was no correspondence.

III. APPROVAL OF MINUTES

A. Regular Board Meeting of May 15, 2024

Motion moved by Mr. Howell to approve the minutes of May 15, 2024 and seconded by Mr. Herman.

Motion Carried: Aye 5 No 0 Abstain 1(Mr. Proteau) Absent 1

IV. CONSENT CALENDAR

A. Ratification of Checks Issued

Motion moved by Mr. Herman to approve the consent calendar and seconded by Mr. Howell.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

V. **ADMINISTRATIVE COMMUNICATIONS**

A. **Firefighter's Union Report**

Captain Gromala commented that the Union would like to finish negotiations soon and also noted the District has two engines out on strike teams.

B. **Firefighters' Association Report**

Engineer Ikalani said he is now the Association President and Engineer McClendon is the Vice President. On July 6, the pancake breakfast will be held at the Penngrove station.

C. **Chief's Report**

BC Wandel noted that RAFD and PFD have been out on strike teams in the north bay and have sent a combined five pieces of apparatus. These resources will be deployed to the Sites Fire in the morning. RAFD has done a great job representing the community, coupled with all the work to back-fill positions. When the all-call was put out Sunday for the Point Fire, the County was able to send over 100 pieces of equipment.

D. **Director Reports**

No report was filed.

E. **Committee Reports**

a. **Finance/Budget**

Mr. Hemmendinger commented the current budget looks to be on target for the year and there will be some additional expenses before the end of the fiscal year. Overtime will exceed budget especially with strike teams now deployed.

b. **Ad Hoc Capital Improvements**

Mr. Proteau said the committee will be scheduling a meeting on July 8 to discuss hiring a construction manager for upcoming projects.

c. **Ad Hoc Negotiations**

Mr. Hemmendinger said there is a lull in negotiations with Chief Veliquette out of town, but they are close to an agreement with the Union.

The Public Hearing was opened at 7:10 p.m.

VI. **PUBLIC HEARING**

A. **Discussion on Resolution R-10 Approving Fire Impact Fee Nexus Study and Requesting Sonoma County Board of Supervisors and Cotati City Council Adopt and Implement the Proposed Fire Impact Fee Program on Behalf of the District**

Mr. Blair Aas was in attendance to answer any questions from the public, however there were none.

The Public Hearing was adjourned at 7:11 p.m.

VII. NEW BUSINESS

A. Discussion on Resolution R-10 Approving Fire Impact Fee Nexus Study and Requesting Sonoma County Board of Supervisors and Cotati City Council Adopt and Implement the Proposed Fire Impact Fee Program on Behalf of the District

Mrs. Bechtold asked when we can begin imposing impact fees and Mr. Aas replied that this happens when a contractor pulls permits for a project. He reiterated that the County and City will need to replicate the same processes we are going through, which is holding public hearings and adoption of resolutions. The County does have this process already outlined since they have previously adopted the impact fee program for Sonoma Valley and Sonoma County Fire Districts. The city may have a bit longer process since this is new to them.

Mr. Proteau asked how we arrive at the square foot prices. Mr. Aas replied that the fee is based on many factors such as population, business structures and our fire system to come up with that price point.

Mr. Aas did comment we can expect there may be questions from the public or contractors along the way. Mike Weihman asked why the study doesn't take a closer look at more demanding businesses like care homes. Mr. Aas said one of things we do is to replicate the studies that Sonoma County Fire and Sonoma Valley Fire have passed, mostly from a political position. Typically, the three categories used are most common though we can add more.

Motion moved by Mr. Gadoua to adopt Resolution R-10, approving the fire impact fee nexus study and requesting the Sonoma County Board of Supervisors and Cotati City Council adopt and implement the fee program, and seconded by Mr. Howell.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Roll Call:

Mr. Proteau – aye

Mr. Howell – aye

Mr. Peterson – absent

Mr. Gadoua – aye

Mr. Moretti – aye

Mr. Hemmendinger – aye

Mr. Herman – aye

B. Discussion on Resolution R-11 Adopting a Preliminary Budget for FY 2024/2025

Mr. Hemmendinger noted the finance committee and Chief Veliquette have worked closely on the preliminary budget. Budget includes projected Measure H funding which will start being collected in Oct 24 and first distributed in Feb. 25. We still have no clarity on Initiative 1935. Revenue highlights include property tax estimated at a 4% increase, 3% increase to the parcel tax and casino funding dropped to \$100K. Additionally, we have stopped projecting strike team revenue, since this is one-time monies and hard to estimate. As an off set, we are also not increasing overtime as it relates to strike teams.

On the expense side, service and supplies are not significantly different than this fiscal year ,with the exception of insurance. The debt service will be increasing because we are now starting to pay on the loan the station 2 remodel. Other significant increases are workers compensation and property liability insurance. A portion of the increase in workers' compensation is the increase in our injury record and some is due to market increases. The salary and benefits proposed include current offers to the staff which are currently in negotiation with all groups

Mr. Proteau asked if we were assuming a 6% increase in health insurance or have we received feedback from Kaiser. Mrs. Bechtold said we will not have firm information from Kaiser on the increase until September or October. Mr. reviewed the salaries

New Business Continued:

portion of the budget and what positions are included. BC Wandel mentioned the part-time firefighter program has been removed from the budget and commented this is an essential program for us to keep in place.

In revenue, Mr. Moretti asked if there is a category added to project impact fees. Mr. Hemmendinger said no as we have no way to project the revenue we will receive and we will also be very limited as to how we can use those funds.

Mr. Herman asked what we are selling for \$50K and what computer software we are spending \$70K on. BC Wandel commented we are selling the old 9183. The software costs include Microsoft 365, QuickBooks, and other subscription-based software.

Motion moved by Mr. Herman to adopt Resolution R-11, adopting a preliminary budget for FY 2024/2025, and seconded by Mr. Gadoua.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Roll Call:

Mr. Proteau – aye
Mr. Howell – aye
Mr. Peterson – absent
Mr. Gadoua – aye
Mr. Moretti – aye
Mr. Hemmendinger – aye
Mr. Herman – aye

VIII. DIRECTION ON FUTURE AGENDA ITEMS

- Resolutions for setting the parcel tax rate and Prop 4 limits

IX. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:07 p.m.

Motion moved by Mr. Proteau and seconded by Mr. Howell.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Respectfully submitted,



Jennifer Bechtold, Board Clerk

Date Approved by Board: July 17, 2024