

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
OCTOBER 19, 2022 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

Closed Session was opened at 6:00 p.m.

I. CLOSED SESSION (WILL BE HELD AT 6:00 P.M.)

- A. Pursuant to Government Code §54957, the Board will hold a closed session for the following reason: PUBLIC EMPLOYEE APPOINTMENT
Title: Fire Chief
Action Taken: The Board has made an offer of employment to one candidate for the position of Fire Chief.

Closed Session was adjourned at 6:53 p.m.

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

President, Michael Gadoua, called the Regular Board Meeting to order at 7:02 p.m. The agenda for this meeting was posted on October 14, 2022.

Directors Present: Mark Hemmendinger, Michael Gadoua, Bob Moretti, Brian Proteau, Ray Peterson, Bret Herman

Minutes Conducted by: Jennifer Bechtold

III. ORAL AND WRITTEN COMMUNICATIONS

- A. Citizen Business/Public Comments on Items not appearing on Agenda Correspondence and/or Presentations

The Board of Directors presented a plaque to outgoing Director Leslie Cozad and thanked her for her years of service to the District.

IV. APPROVAL OF MINUTES

- A. Regular Meeting of September 21, 2022

Motion moved by Mr. Herman and seconded by Mr. Hemmendinger.
Motion Carried: Aye 4 No 0 Abstain 2 (Mr. Peterson and Mr. Proteau) Absent 0

V. CONSENT CALENDAR

A. Ratification of Checks Issued

Motion moved by Mr. Proteau and seconded by Mr. Herman.
Motion Carried: Aye 6 No 0 Abstain 0 Absent 0

VI. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Gossner reported the following items:

- 1.) One applicant for paramedic/firefighter position. We are in a holding pattern right now and the paramedic accreditation process is currently being updated.
- 2.) RFP for EOA was accepted by the Board of Supervisors yesterday. Currently AMR is providing service and SCFD is trying to bid as well. Proposals are due in February with approval late May and service beginning January 2024.
- 3.) Attended SCFD meeting yesterday and their helicopter is now in service. They are working with CalFire to assist with fires. This will be a county-wide service, free of charge to us. Ribbon cutting is October 29th at the airport.
- 4.) LRPC cancelled in October.
- 5.) Management meeting this morning. All hands meeting tomorrow at 730.
- 6.) Type 1 will be in service very soon. Crews have been working very hard to place the engine into service and training has begun. The Type 6 chassis was ordered a while back, and Dodge did some auditing and have cancelled our order. BC Wandel is working to find alternatives to this.
- 7.) Roundtable at SSU on September 27 – focus on law enforcement and fire with emphasis on diversity.
- 8.) Met with Chief Oweis at SSU yesterday. Discussed Control 4 issues and SSU is willing to help us with this. There will be further conversations.
- 9.) Working on getting a meeting with new SSU administrator after the new Chief begins.
- 10.) Chief is attending a luncheon at SSU on November 2 with Cotati, Rohnert Park and SSU police.
- 11.) Meetings schedule with Supervisors Gorin and Coursey next month to discuss consolidation.
- 12.) Chief reminded everyone we have an SCFDA meeting next Thursday.
- 13.) We are participating with City of Cotati in a Halloween candy giveaway. Chief will also go to RP to be part of their event.
- 14.) Approached by SSU athletes who want to hold a game night with fire and police as a way to get to know one another. This will be scheduled at a date in the future.
- 15.) \$275K fire loss in the last quarter. 234 calls for service in September, including a 15-acre fire on Adobe Rd. 40 calls were made to SSU calls for fire alarms and other.

B. Director Reports

No report filed.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger noted he and Mrs. Bechtold have been working on the budget this month. We are in dry period funding and have plenty of cash to get us through December. We have billed out \$216K in strike team revenue this year, and of that, \$57K from the previous fiscal year. We have a little over \$3 million in cash right now.

b. Negotiations

No report filed.

c. Ad-Hoc Equipment

No report filed.

d. Ad-Hoc Legislative

No report filed.

e. Ad-Hoc Chief's Evaluation

No report filed.

f. Long Range Planning

Mr. Hemmendinger suggests we postpone November and December's meeting. The next meeting will be the first Thursday in January.

g. Ad-Hoc Capital Improvements

No report filed.

D. Firefighters' Association Report

Firefighter James Norton reported the Association has approved their yearly calendar and just held the first quarterly BBQ (replaces 5th Tuesday dinners). Dates are being reserved for the Christmas party and crab feed. Additionally, the Association has approved \$17K to transport the temporary mobile units from San Rafael Fire to Rancho Adobe.

E. Firefighter's Union Report

Captain Gromala thanked the Board for keeping the Union part of Chief's interviews.

VII. UNFINISHED BUSINESS

A. Review and Possible Approval of HVAC Upgrade Bids at Stations 1 and 3

Mr. Proteau said we received bid documents from Strata a week ago. Committee has reviewed and made corrections and they have been sent back to Strata. Architect was supposed to post the advertisement today and we should have bids ready to go for the next Board meeting. Bids should be back by November 3.

VIII. NEW BUSINESS

A. Board of Directors Candidate Interviews and Appointment

The Board interviewed two Board candidates, Sage Howell and Skip Grube. Following discussions and two votes by the Board of Directors, there remained a tie between each candidates. Mr. Grube withdrew his application and Mr. Howell was appointed.

Motion moved by Mr. Proteau to appoint Mr. Howell and seconded by Mr. Hemmendinger.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 0

B. Discussion on Station 2 Remodel and Funding

Mr. Proteau said the plans are completed and they should be submitted to the County for review. The forecasted estimate for the work at station 2 is \$1 million. The budget for capital improvements are \$1,195,000.00. After last month's discussion we may only have half of this available. Mr. Hemmendinger said there is no substantial inflow of monies beyond \$100K/year. We have over \$800K in equipment replacement costs that have not yet been budgeted and those costs will likely go up. If we use all our funds now, we will not be able to replace those pieces of apparatus. Future capital reserves are really built off strike team reimbursements. Mr. Hemmendinger does not believe we have the option of borrowing because this decreases our debt ratio and we do not have the revenue increase to support this. The debt service is revenue less expenses (less all debt costs) and then take this difference and divide by the debt service costs. Our debt service ratio must be 125% or more and revenue must be that much more than expenses so we can pay out debts.

Extensive discussions ensued. By next month Mr. Proteau, Mr. Hemmendinger and Mr. Peterson will come up with a financial plan on how to manage our capital needs.

C. Discussion and Possible Approval of Mobile Quarters for Station 2 Remodel

Mr. Proteau said that Firefighter Norton was able to find a temporary housing unit from San Rafael Fire they are willing to donate to us. Firefighter Norton said we had to give a commitment on the trailers and so the Association put the money up for the relocation and placement of the trailers on District property. This is a significant cost savings to the taxpayers, as the original trailers were over \$300K five to six years ago. Mr. Proteau said this is a fantastic offer to us and a huge savings to the District. The only costs for the District would be for insurance and utility hookups.

Motion moved by Mr. Proteau to allow storage of the mobile trailers on District property and seconded by Mr. Herman.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 0

D. Discussion on Ordinance No. 2022-01: California Fire Code Amendments (Staff Report by BC Taylor)

BC Taylor asked to move item to following New Business item A.

Chief Gossner said every three years the new fire code is adopted. Cities and special districts work very closely together to make the proper amendments.

BC Taylor said there was a newer version of the Fire Code that was handed out this evening. Hans Henneberque said they have worked really hard on taking out additional stuff from last year because the state has adopted these policies. Code section allows the Chief to create a policy so that the code can be enforced without having to amend the Fire Ordinance. Understanding why we have certain codes is very important and there is a lot of collaboration from others.

The Board held discussions regarding questions they had about the changes in the code. A second reading of the fire code will happen in November.

E. Resolution R-4: Opposition to Ballot Initiative 21-0042A1 (Staff Report by Jennifer Bechtold)

Chief Gossner said there is a staff report from Mrs. Bechtold on opposition to initiative #21-0042A1. If passed, this initiative would be retroactive to January 1, 2022. The initiative would have huge implications on any future parcel or other

New Business Continued:

taxes we would pass. This would kill any type of sales tax as well and makes it more difficult for all state and local agencies to adopt fees now and in the future.

Mr. Hemmendinger feels this is another means of cutting off all funding opportunities to public agencies.

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

Motion Carried: Aye 6 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Gadoua – aye

Mr. Hemmendinger – aye

Mr. Proteau – aye

Mr. Peterson – aye

Mr. Herman – aye

Mr. Moretti - aye

IX. DIRECTION ON FUTURE AGENDA ITEMS

- **Report from Budget Committee on Long Range Spending**
- **Oath of Office to New Board Member Sage Howell**

X. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 9:16 p.m.

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

Motion Carried: Aye 6 No 0 Abstain 0 Absent 0

Respectfully submitted,



Jennifer Bechtold, Board Clerk

Date Approved by Board:

November 16, 2022
