

# Rancho Adobe Fire Protection District

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**NOTICE & AGENDA OF THE REGULAR BOARD MEETING  
JUNE 17, 2020 — 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**

- A. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Michael Gadoua, Carla Grube and Leslie Cozad  
Employee Organization: Paid Firefighters Union  
Action Taken: None
- B. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Michael Gadoua, Carla Grube and Leslie Cozad  
Employee Organization: Administrative Manager  
Action Taken: None
- C. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Michael Gadoua, Carla Grube and Leslie Cozad  
Employee Organization: Battalion Chief's  
Action Taken: None

**CLOSED SESSION WAS ADJOURNED AT 7:00 P.M.**

**OPEN SESSION BEGAN AT 7:02 P.M.**

**MEETING WAS HELD VIA TELECONFERENCE FOR ALL BOARD DIRECTORS, STAFF AND MEMBERS OF THE PUBLIC**

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

President, Mark Hemmendinger, called the Regular Board Meeting to order at 7:08 p.m. The agenda for this meeting was posted on June 12, 2020.

Roll Call:

Directors Present: Mark Hemmendinger, Brian Proteau, Michael Gadoua, Nole Pacheco, Bret Herman, and Carla Grube and Leslie Cozad

Minutes Conducted by: Jennifer Bechtold

**III. 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.

**IV. APPROVAL OF MINUTES**

A. Regular Meeting of May 20, 2020

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – aye  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – aye  
Mrs. Grube – aye

**V. CONSENT CALENDAR**

A. Ratification of Claims and Journal Vouchers

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – aye  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – aye  
Mrs. Grube – aye

**VI. ADMINISTRATIVE COMMUNICATIONS**

A. Chief's Report

Chief Thompson reported the following:

- 1.) We have had 155 calls in May and 83 of them were EMS. Safety protocols continue to be practiced for COVID-19.
- 2.) Zone 9 partners met and discussed MTZ challenges of the 101 and Lakeville fires.
- 3.) Rescue Equipment – Replacement of rope rescue equipment due to age and upgrade additional equipment to current industry standard. Association is covering \$10,500 with an additional \$3000 from the District.

- 4.) Wildland Refresher Training and task books have been issued. Once this is completed, Red Cards will be issued.
- 5.) 80 acres has been obtained for live fire training. PFD, Gold Ridge and RPDPS have participated in burning very light stubble. This terrain is good training for basic evolutions.
- 6.) BC Assessment: Meeting on Friday with Clancy Associates to discuss and finalize process. We are looking at the later part of July into August for the assessment date. Staff will put out a flier after this meeting and develop a timeline and availability. Many agencies have had to reschedule due to COVID-19.
- 7.) Station #3 Damage - During recent fires, a Sebastopol engine was moved up to cover the Liberty station and when they were backing in, minor damage was caused to the station. We are working on finding the replacement sheet metal components and the cost will be forwarded to Sebastopol.
- 8.) Vegetation management: We began inspections on 6/1 and have completed several dozen. Will continue to make this a priority.
- 9.) The ring-down system from Precision Wireless has been installed in stations 2 and 3 this month, duplicating the one at Station 1. This is a major improvement in nighttime alerting and so far, it has been working well. Capt. Torres headed this project and will construct some add-ons to enhance the systems, such as lighting.
- 10.) Two candidates (Kaiser, Nethaway) have completed the pre-hire process as a part-time firefighter. One is still in process.
- 11.) We have secured property owner permissions to improve two more emergency access roads on Sonoma Mountain and BC Weihman will begin work in the next month using duty crews and/or volunteers. There may be some expenses paid by our prevention grant for gates and locks.

Mr. Hemmendinger mentioned that Sonoma County offers us a certain amount of reimbursement for vegetation management and he wants to ensure that we will take full advantage of that money. Chief Thompson has made this clear to BC Weihman.

Mr. Pacheco asked if there was any increase in call volume to the COVID center at SSU. Chief Thompson said we did have a few calls there but not necessarily an increase in calls overall.

B. Director Reports

There were no Directors reports.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger noted that we appear to be on target and will carry over some funds to next year. There are some expenses still to put through this year but nothing major.

b. Negotiations

Mr. Gadoua said approved offers ready to go back to members soon.

c. Equipment

Mr. Pacheco commented that they have met with the committee and they have established roles. He has reviewed the chart with the recommended equipment but they have not moved forward with anything yet. BC Wandel will put a date together for the next meeting and discussion on equipment to look at.

d. Legislative

Mr. Hemmendinger commented there is a new regulation for EMS providers being looked at (regulation 13) and there seems to be some type of power play on who can provide EMS services in the future. The letter from the SCFDA is protesting this measure and Mr. Hemmendinger also requested the President of the SCFDA share this information with Senator's Dodd and Thompson. Comments on this item will be allowed into July.

e. Chief's Evaluation

No report filed.

f. Long Range Planning

No report filed.

D. Firefighters' Association Report

4<sup>th</sup> of July and Pancake Breakfast have been postponed.

E. Firefighter's Union Report

No report filed.

**VII. UNFINISHED BUSINESS**

A. Discussion and Direction on Crown Castle Lease Extension Offers

Mr. Proteau commented that we received an offer from Crown Castle for \$75K to extend the lease 99 years at the Penngrove station. He feels this offer is still too low for 99 years. Mr. Proteau is requesting further discussions of what their future plans are for the site and if they plan to bring in more carriers. Mr. Hemmendinger feels that offer should be doubled, especially if they plan to add more carriers. The Board concurred. Mr. Herman would like to set up a call with Susan at Crown Castle and Mr. Proteau to see what they have planned. There was no further communication on the buyout for station 3.

B. Review of District Events (See List of Events in Board Packets) and Exposure to Claims

Mr. Hemmendinger noted that he spoke to Kim Hanson from Javamore recently and the Social Fireman have considered holding the parade over Labor Day if that is allowed. He offered that we might want to consider holding the pancake breakfast that weekend as well. Captain Bernal said he doubts anything will change by then but logistically we can make this happen.

The Board reviewed each of the events for the coming fiscal year. Mr. Hemmendinger would like to have the Penngrove Hall contract reviewed by him and

Mrs. Cozad.

Motion moved to accept list of events for FY 20/21 with possible amendments by Mr. Proteau and seconded by Mr. Pacheco.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Pacheco – aye

Mrs. Cozad – aye

Mr. Herman – aye

Mr. Proteau – aye

Mr. Hemmendinger – aye

Mr. Gadoua – aye

Mrs. Grube – aye

C. Discussion and Action on Unpaid Parcel Taxes for FY 2019/2020 (Staff Report by Jennifer Bechtold)

Mrs. Bechtold commented that letters have been sent to all 49-property owners requesting payment for the FY 19/20 parcel tax. She will inquire with the County if any payments have been received yet.

**Public Hearing was opened at 7:32 p.m.**

**VIII. PUBLIC HEARING**

A. Presentation and Discussion on Preliminary Budget FY 2020/2021 (2<sup>nd</sup> Reading)

Mr. Hemmendinger noted the preliminary budget remains mostly unchanged from last month. We still have a deficit of \$113K. We have budgeted a 1% increase to the parcel tax and a 3% increase in property taxes. We have attempted to contact Erick Roeser at the County and find out where things stand but we have not heard back.

**Public Hearing was adjourned at 7:36 p.m.**

**IX. NEW BUSINESS**

A. Discussion on Future Formation of Capital Asset Committee

Mr. Hemmendinger noted that we proposed putting together a committee to review and discuss capital improvements to stations. The committee will consist of two Board members, a Union member and BC, which should be BC Wandel. Mr. Proteau volunteered his time for this committee. Captain Bernal stated that many staff who don't know how to work with contracts or go through the bidding process, so this is a great opportunity to learn. Mr. Herman volunteered his time as well. A union member will be assigned soon and Mrs. Bechtold will also join.

B. Resolution R-6: Approving Preliminary Budget for FY 2020/2021

There were no further comments on the preliminary budget.

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

*New Business Continued:*

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – aye  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – aye  
Mrs. Grube – aye

**X. DIRECTION ON FUTURE AGENDA ITEMS**

- **1<sup>st</sup> Reading of Purchasing Policy**

**XI. ADJOURNMENT**

With no further business to discuss, the Regular Board meeting was adjourned at 7:53 p.m.

Motion moved by Mr. Gadoua and seconded by Mrs. Cozad.  
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – aye  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – aye  
Mrs. Grube – aye

Date Approved: 7/15/2020