

Rancho Adobe Fire Protection District

11000 Main Street
P. O. Box 1029
Penngrove, California 94951

Telephone: (707) 795-6011
Fax: (707) 795-5177
www.ranchofire.com

**MINUTES OF THE REGULAR BOARD MEETING
MAY 17, 2017 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

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

President, Greg Karraker called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on May 12, 2017.

Roll Call:

Directors Present: Harold Griffith, Mark Hemmendinger, Brian Proteau, Greg Karraker, Nole Pacheco, Carla Grube

Directors Absent: Bob Rippin

Minutes Conducted by: Jennifer Ober

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

Items of correspondence were located in Board packets.

III. APPROVAL OF MINUTES

A. Regular Meeting of April 19, 2017

Motion moved by Mrs. Grube and seconded by Mr. Griffith.
Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

IV. CONSENT CALENDAR

A. Ratification of Claims and Journal Vouchers

Motion moved by Mr. Hemmendinger and seconded by Mr. Pacheco.
Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

BC Taylor commented there is progress being made on the new engines. The crews are now working out every day, thanks to Chief Thompson's push to get that time standardized into the daily work schedule. BC Taylor also mentioned that we have a captain out on workers comp with a bulging disc, which will be reevaluated next week. Mr. Karraker asked if there was a ballpark on when the new engines will be in service and BC Taylor said he is not working on this project, but would guess at least another month. Mr. Karraker said once they are in service, we should take pictures and get a story to the press on them.

B. Director Reports

No report filed.

C. Committee Reports

a. Finance

No report filed.

b. Negotiations

No report filed.

c. Equipment

Report filed above.

d. Legislative

Mr. Hemmendinger did not have the opportunity to attend the last LAFCO meeting, nor was he able to find the minutes online. Chief Thompson did attend and so next month we should get his input on the meeting. When the casino first went in, \$1.5 million was allocated by the County for emergency response. Mr. Hemmendinger believes the County used around \$300,000 of that up front for services, and so he's not sure what happened to the remainder. He is hoping to get an update on this and perhaps a portion of those remaining funds. The other issue that is going to have an effect on our budget is the gas tax the state is looking at in the coming year.

e. Chief's Evaluation

No report filed.

f. Long Range Planning

Mr. Karraker commented that he sent the PowerPoint presentation on how much money Sonoma State has withheld from us since we became a district, and has also sent that to Mark Levine and Bill Dodd. Mr. Hemmendinger feels that since there is a new President at SSU now, it may be worth speaking with her about this situation. Ms. Ober suggested visiting the idea of a health service fee charged to students by SSU, then that money is passed on to the fire district. Even if they collected an administrative fee, it would still be a good revenue source for us, without a financial burden on the university. This would also eliminate the need to bill students for the services we provide. Mr. Karraker will add this idea to his notes.

D. Budget Report

Ms. Grube noted that a budget meeting was held this evening and deferred discussion to Ms. Ober. Ms. Ober stated that we did put a first draft of the preliminary budget for FY 17/18 together and we will review that during the Public Comment section. For now, we are \$243,000 to the good, with some additional revenues and expenses still expected through June. We also received a check from the state today for \$100,000 which covered our Sobranes Fire strike team. An additional \$35,000 also came in for additional grant revenues on purchases we made.

E. Firefighters' Association Report

BC Taylor commented the next association event will be the pancake breakfast on July 1st and the parade on July 2nd. The theme for this year's parade will be "Hail to the Chief" and they will be honoring current and past Penngrove fire chiefs. BC Taylor also noted that one thing to keep in mind is that SSU is paying yearly for our standby services at the Green Music Center for the 4th of July fireworks.

F. Firefighter's Union Report

There was no comment.

VI. UNFINISHED BUSINESS

A. Discussion on Public Records Act, Email Usage Policy and Purchase of Electronic Devices for Board Members

Mr. Hemmendinger commented that he offered last month to look into the Chromebooks as suggested by Mr. Pacheco, and they are the best deal. The cheapest and most useful option is an ACER/ASUS brand with a touch screen. This is about \$20 more than one without a touch screen. A tablet with accessories are going to be much higher priced. BC Taylor said that depending on how much you want enclosed in your Chromebook, prices range from \$150 to almost \$500. One thing that will need to be loaded is Google Docs. Everyone can access files on there but those files can't be deleted by anyone but the person who added it. The one downfall is with the google drive, you must use the Google Office Suite. The other option is to log into the server remotely, then you can view files from your workstation, but you can't save files to your computer. Mr. Proteau said that with Google docs, it was mentioned that anyone can access the files and comment on it, but that then comes in as a Brown Act violation (a serial meeting). What should then happen, said BC Taylor, is that each Committee would have their own locked files for use amongst each other only. The Board would like to keep researching options on this and speak with other agencies who are using equipment.

B. Discussion on Revision of Policies and Procedures for Board

Item tabled to next month.

The Public Hearing was opened at 7:47 p.m.

VII. PUBLIC HEARING

A. Discussion and Review of Preliminary Budget FY 17/18 (1st Reading)

Ms. Ober commented that the budget committee met this evening and began reviewing the preliminary budget for FY17/18. The budget is currently in a deficit of \$300K and this is our first crack at it, so we have a lot of work to do. BCs have submitted budget requests for their areas. Ms. Ober explained some of the

increases to the budget this year.

Mr. Hemmendinger commented that we need to cut at least \$200K out of the preliminary budget and he did find some areas to cut. He would like to see justification on why any category is going to go up in the coming fiscal year. Mr. Pacheco would like to see 5910 flat, excluding any potential pay increases, so that we can see where we might have funds available.

The Public Hearing was closed at 8:10 p.m.

VIII. NEW BUSINESS

A. Discussion on Ballot Measure for November 2017

Mr. Karraker stated that seeing as we are \$300K over budget for next fiscal year, we should be discussing a ballot measure. Mr. Proteau said the question is how to best go about this. He feels that we need to raise funds now for the PAC to put on a measure. Mr. Karraker feels it's too late this year to do anything, but instead look to possibly spring. He feels the first thing we need to do is determine how much money we need looking ahead. Mr. Hemmendinger said that in four years, our casino funds will be expiring. We will have to fight for those funds in the future and Rincon Valley has every intention of taking 100% of that. Discussion ensued regarding consolidations, service-sharing and other ways to keep the fire services going in the county.

Mr. Karraker feels that we should start planning on going to the ballot in the spring and start working on things now instead of talking and waiting. Mr. Proteau said he's all for a measure but we need to get moving on raising funds for the PAC. Mr. Karraker will put together some suggested next steps and a budget.

B. Discussion on Surplus of Rehab Unit 9140

BC Taylor said that because 9140 is registered under the district and since it's not worth anything, we will need to surplus this. It will not pass smog and is not drivable in its present condition. The Board agreed to have staff find out what it will cost to get rid of, and if there is no cost, then dispose of it.

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

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Closed Session was opened at 8:38 p.m.

IX. CLOSED SESSION

A. Pursuant to Government Code §54957(e), the Board will hold a closed session for the following reason: PUBLIC EMPLOYMENT.
Action Taken: No action taken.

B. Pursuant to Government Code §54956.9, the Board will hold a closed session for the following reason: ANTICIPATED LITIGATION (1 CASE).
Action Taken: No action taken.

Closed Session adjourned at 8:57 p.m.

X. DIRECTION ON FUTURE AGENDA ITEMS

No additional items were added.

XI. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 9:01 p.m.

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

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Date Approved: 6/21/17