

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
JUNE 16, 2021 — 6:30 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

Closed Session was opened at 6:30 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: Mark Hemmendinger, Carla Grube and Brian Proteau
Employee Organization: Paid Firefighters Union
Action Taken: The MOU has been approved by the Board.
- B. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Mark Hemmendinger, Carla Grube and Brian Proteau
Employee Organization: Administrative Manager
Action Taken: The Board has approved the Employment Agreement.
- C. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Mark Hemmendinger, Carla Grube and Brian Proteau
Employee Organization: Battalion Chief's
Action Taken: The MOU has been approved by the Board.

Closed Session was adjourned at 6:55 p.m.

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

President, Mark Hemmendinger, called the Regular Board Meeting to order at 7:02 p.m. The agenda for this meeting was posted on June 11, 2021.

Roll Call:

Directors Present: Mark Hemmendinger, Brian Proteau, Michael Gadoua, Carla Grube, Leslie Cozad (absent from Closed Session), Bret Herman, Ray Peterson

Minutes Conducted by: Jennifer Bechtold

III. ORAL AND WRITTEN COMMUNICATIONS

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

There was no comments from the public.

Oral and Written Communications Continued:

B. Correspondence and/or Presentations

There was no correspondence.

IV. APPROVAL OF MINUTES

A. Regular Meeting of May 19, 2021

Motion moved by Mr. Proteau and seconded by Mr. Herman.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. CONSENT CALENDAR

A. Ratification of Claims and Journal Vouchers

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

VI. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Thompson reported the following information:

- 1.) 170 Responses, 100 EMT responses (58.8%).
- 2.) Overall, residents have been proactive in clearing vegetation in the district and there is better defensible space than prior years.
- 3.) The County grant request for a fuels abatement team was denied. We hope to try for these funds again next year.
- 4.) Seven applicants were received for the firefighter paramedic position. Four of these candidates were interviewed and three will be moving on to the skills assessment.
- 5.) We are holding off on hiring new part-time firefighters until we get the results of the firefighter paramedic process. This will determine how many part-time firefighters we will need.
- 6.) Crews have completed the "red card" training for wildfire season.
- 7.) The process for a Captain's assessment has been started. The pre-assessment meeting was held and the written portion of the assessment process is due on June 29th. The remainder of the process will be scheduled with consideration of availability of candidates and evaluators as we move into the wildland season.
- 8.) CalFire, Rancho Adobe and Sonoma Valley conducted a 32-acre prescribed burn on the top of Sonoma Mountain last week.
- 9.) The Engineer Academy has moved to two days per week to allow for more individual study time.
- 10.) Annual safety inspections on apparatus is currently being completed.

B. Director Reports

No report filed.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger commented the budget is doing better than we were expected, mostly due to not spending funds on apparatus and capital improvements. He also commented that we have received most of our strike team revenues. We are looking to roll approximately \$1.6 million into next fiscal year, of which, \$600K will be transferred to next year for capital equipment and

apparatus. This will still give us about \$600K - \$700K to carry over to our reserve funds.

b. Negotiations

Negotiations has concluded for the year.

c. Equipment

Mr. Hemmendinger shared we received information the new pickup would be in by October at the latest. Next fiscal year, the new type 1 engine and 9132 chassis will be purchased.

d. Legislative

No report filed.

e. Chief's Evaluation

No report filed.

f. Long Range Planning

No report filed.

g. Capital Improvements

Mr. Proteau commented the generator for station 3 has arrived and we are working with three electrical contractors for installation prices. Two of the contractors have not been responsive, so we will likely use the third contractor's services. The company delivering the new generator will also remove the old generator. Installation should be completed by the next Board meeting.

D. Firefighters' Association Report

No report filed. Mr. Proteau asked if the pancake breakfast will be held in July and BC Weihman replied the Association is looking at possibly moving this event to August this year.

E. Firefighter's Union Report

No report filed.

VII. UNFINISHED BUSINESS

A. Discussion on Revision of Board Policy 4011, Code of Ethics (3rd Reading)

Mr. Hemmendinger commented that we would be removing the assembly bill reference and citing the new California code. These changes will occur in sections 4011.3 and 4011.4.

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

Motion Carried: Aye __7__ No __0__ Abstain __0__ Absent __0__

Public Hearing was opened at 6:20 p.m.

VIII. PUBLIC HEARING

A. Presentation and Discussion on Preliminary Budget FY 2021/2022 (2nd Reading)

There have been no changes to the preliminary budget since the last reading in May. In July, we will review the CPI indicator and may increase the direct charge by another 1% (up to 3%).

Mr. Proteau asked about final budget for 20/21, and how we budget the supplies and services. Mrs. Bechtold said we receive requests from those in charge of certain categories and review those requests. Mr. Hemmendinger also noted the budget committee has carefully reviewed each category based on what has been spent year to date and what accounts need to be increased or decreased. Mr. Proteau asked which capital improvement accounts would need to be increased, based on those projects that were not completed this fiscal year. Mr. Hemmendinger said we were waiting to hear more on what will be spent this current fiscal year to determine what will be needed next fiscal year. Essentially, on July 1, the rollover will be added to reserves and then July 2, those funds will need to be allocated to the new fiscal year budget. Mr. Proteau asked about what was budgeted for account 8560 and whether we will need more funding for the buildup of the new engines. Mr. Hemmendinger replied that we have built these funds into loans.

Public Hearing was adjourned at 6:42 p.m.

X. NEW BUSINESS

A. Consideration of Memorandum of Understanding between the District and the Battalion Chiefs for July 1, 2021 – June 30, 2023

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

B. Consideration of Memorandum of Understanding between the District and the Rancho Adobe Firefighters Union for July 1, 2021 – June 30, 2023

Motion moved by Mr. Gadoua and seconded by Mrs. Cozad.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

C. Consideration of Employment Agreement between the District and the Administrative Manager for July 1, 2021 – June 30, 2023

Motion moved by Mr. Proteau and seconded by Mrs. Cozad.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

D. Resolution R-7: Adopting a Preliminary Budget for the 2021/2022 Fiscal Year

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

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

E. Discussion and Action on Pension Obligation Bond Private Versus Public Loan Quotations

Mr. Hemmendinger noted that last month, the Board agreed to move forward with a pension obligation bond. This month the Board needs to decide whether to pursue a public sale for the pension obligation bonds or private sale (bank). Today, both rates dropped and they will continue to fluctuate. Both the private and public rates would lock in around August or September, though a bank loan might have the chance to be locked in sooner.

The public market is so strong, and Mr. Hemmendinger feels this is our best approach. It's a great time to sell a bond because there are very few fixed rate returns. The Board feels the savings is worth the public market.

Motion moved by Mrs. Cozad to request a public sale bond and seconded by Mr. Peterson.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

F. Discuss and Approve Proposal from Strata Design for Station 2, Updating Feasibility Study

Mr. Proteau commented that Strata has a very good idea of what needs to be done and the capital improvement committee recommends using their services. BC Wandel said the designs would be completed around August/September and building would begin sometime in October.

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

G. Discussion on Vegetation Management (Staff Reported from BC Weihman)

Mr. Hemmendinger asked for more information about the \$170K grant and BC Weihman said so many people applied for the grant that many of the funds went to County Roads to take care of roadway vegetation. We had hoped to use some of those funds to take care of vegetation around homes where people could not afford to do so. Mr. Hemmendinger asked if the funding should be freed from our budget to take care of this. BC Weihman said he feels that there may be some pushback from citizens wanting to see money spent across the district. Mr. Gadoua feels this issue needs to be addressed and it is a very serious matter. PG&E put these funds out there for fire reduction and our area is a top concern, so we are hoping that we will get some money next year to address the issues we face. The Board is willing to do what we can to reduce fuels in our district. BC Weihman commented that the grant would have been used to purchase a chipper, weed eater, tools and hiring labor to get the work done. Chief Thompson said we could put a proposal together for the Board to review that would include these items. BC Wandel noted that CalFire used to do a lot of the vegetation management but now there are many components that influence their ability to do so. Mr. Proteau agrees with Mr. Hemmendinger's concerns that hiring our own people to do this work is a huge liability to do the district. He wondered about having contracts with tree trimmers and equipment operators to do the work instead. The Board is open to finding ways to reduce the hazards in our district and feels we do have some funds we can use for this on an emergency basis. He also would like to know if the Association is willing to fund some of this work. Mr. Peterson noted there are so many roads that are obstructed with trees that need to be cut back and asked if there was a way to lean more on the County to assist. BC Weihman said that having our citizens lean harder on the Board of Supervisors to address these issues is sometimes the strongest voice. BC Weihman said the County Roads has all the equipment to do this work but they do not have the personnel to do so. Mr. Herman asked if we

New Business Continued:

begin funding some of the property abatement work, would this stop the work being done by homeowners. BC Wandel said he agrees this may put more emphasis on people waiting for the fire district to do the work free.

A decision was made for the District to evaluate steps necessary to address vegetation management without the grant and, if required, proposals will be made to the Board for funding. The Board preference is to utilize subcontractors for any vegetation management not adequately addressed by the County.

XI. DIRECTION ON FUTURE AGENDA ITEMS

- **No new items.**

XII. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:19 p.m.

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Date Approved: 7/21/2021