

# Rancho Adobe Fire Protection District

11000 Main Street  
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Penngrove, California 94951

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**NOTICE & AGENDA OF THE REGULAR BOARD MEETING  
DECEMBER 14, 2022 — 7:00 P.M.  
COTATI FIRE STATION - #1 EAST COTATI AVE.  
COTATI, CALIFORNIA**

**Assistance for the Disabled:** If you are disabled in any way and need accommodation to participate in the meeting, please call Jennifer Bechtold, Board Clerk, at 707-795-6011 for assistance so the necessary arrangements can be made.

The Board meeting agenda and all supporting documents are available for public review at 11000 Main Street, Penngrove, CA 94951, 72 hours in advance of a scheduled board meeting. Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet, and not otherwise exempt from disclosure, will be made available for public inspection at the District Office at 11000 Main Street, Penngrove, during normal business hours, Tuesday through Friday, 9:00 a.m. – 5:30 p.m. Copies of supplemental materials distributed at the Board meeting will be available for public inspection at the meeting location.

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

*To speak on any item under discussion by the Board on this agenda, you may do so upon receiving recognition from the Chair. Time limitations on public testimony may be imposed at the discretion of the Chair in conformity with Board Meeting Policy Provisions 5010.100-5010.103 and 5010.110.*

**II. BOARD REORGANIZATION**

- A. Election of Chairman and Vice-Chairman, and Passing of Gavel to New Chair
- B. Appointment of Board Secretary/Clerk
- C. Appointment of Fiscal Officer
- D. Appointments to Committees and Charges to Meet Regularly:
  - 1. Budget/Finance Committee: Chief, Fiscal Officer and 2 Directors *(meeting as necessary, but at least quarterly)*
  - 2. Negotiation Committee: 3 Directors *(meeting as necessary)*
  - 3. Equipment Committee: 2 Directors to serve on committee otherwise composed of staff members *(meeting as necessary, but at least once quarterly)*
  - 4. Legislative Committee: Chief, Board Chairman *(meeting as necessary)*
  - 5. Chief's Evaluation Committee: 3 Directors *(meeting as necessary)*
  - 6. Long Range Planning Committee: 3 Directors to serve on committee otherwise composed of staff and members of the public *(meeting as necessary)*
- E. Confirm Calendar of Meetings for 2023: Third Wednesday of Every Month: January 18, February 15, March 15, April 19, May 17, June 21, July 19, August 16, September 20, October 18, November 15, December 20(?)

**III. ORAL AND WRITTEN COMMUNICATIONS**

- A. Citizen Business/Public Comments on Items not appearing on Agenda — *Public is advised to limit discussion to one presentation per individual. Please observe the time limit of 4 minutes. Please state your name and address for the record before making your presentation. **NOTE:** Any item raised by a member of the public which does not appear on the agenda but which may require Board action shall be referred to District staff for investigation and disposition unless the item requires action to be taken by the Board at the meeting during which it was raised and constitutes an emergency, or the need to take such action arose after the posting of the agenda within the meaning of Government Code Section 54954.2(b).*
- B. Correspondence and/or Presentations
- C. Presentation of Station 2 Remodel

*(Continued on next page)*

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**IV. APPROVAL OF MINUTES**

- A. Regular Meeting of November 16, 2022
- B. Special Meeting of November 30, 2022

**V. CONSENT CALENDAR**

*Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If the Board or the public desires discussion, that item will be removed from the Consent Calendar and will be considered separately.*

- A. Ratification of Checks Issued

**VI. ADMINISTRATIVE COMMUNICATIONS**

- A. Chief's Report
- B. Director Reports
- C. Committee Reports
  - a. Finance/Budget
  - b. Negotiations
  - c. Ad-Hoc Equipment
  - d. Ad-Hoc Legislative
  - e. Long Range Planning
  - f. Ad-Hoc Capital Improvements
- D. Firefighters' Association Report
- E. Firefighter's Union Report

**VII. UNFINISHED BUSINESS**

- A. Review and Approval of HVAC Upgrade Bids at Stations 1 and 3
- B. Discussion on CalPERS Liability Presentation by Ridgeline Municipal Strategies  
*(Staff Report by Jennifer Bechtold)*

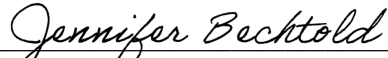
**IX. NEW BUSINESS**

- A. Discussion and Approval of Fire Chief Contract *(Board Report by Brian Proteau & Mark Hemmendinger)*
- B. Oath of Office Administered to Fire Chief Jeff Veliquette
- C. Presentation of FY 2021/2022 Financial Audit
- D. Discussion and Approval to Remove Interim Chief Tony Gossner as Signer on Summit State Bank Account and Add Fire Chief Jeff Veliquette and Director Sage Howell as Signers *(Staff Report by Jennifer Bechtold)*

**X. DIRECTION ON FUTURE AGENDA ITEMS**

**XI. ADJOURNMENT**

Certificate of Posting of the Agenda: I declare under penalty of perjury under the laws of the State of California that I am employed by the Rancho Adobe Fire District and that I caused this agenda to be posted on the bulletin boards at Station 1 (Cotati), Station 2 (Penngrove), Station 3 (Liberty), Cotati City Hall and the Penngrove U.S. Post Office on December 9, 2022.

  
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Jennifer Bechtold, Clerk of the Board