

Rancho Adobe Fire Protection District

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**NOTICE & AGENDA OF THE REGULAR BOARD MEETING
DECEMBER 13, 2023 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

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

President Brian Proteau, called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on December 8, 2023.

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

Minutes Conducted by: Jennifer Bechtold

The Pledge of Allegiance was said.

II. BOARD REORGANIZATION

A. Election of Chairman and Vice-Chairman, and Passing of Gavel to New Chair

Chairman: Mark Hemmendinger

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

Vice Chairman: Bob Moretti

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

B. Appointment of Board Secretary/Clerk

Board Secretary/Clerk: Jennifer Bechtold

C. Appointment of Fiscal Officer

Fiscal Officer: Chief Veliquette

D. Appointments to Committees and Charges to Meet Regularly:

1. Budget/Finance Committee: Chief and 3 Directors (*meeting as necessary, but at least quarterly*)

Mr. Hemmendinger (Chair), Mr. Proteau, Mr. Peterson

2. Long Range Planning Committee: 3 Directors to serve on committee otherwise composed of staff and members of the public (*meeting as necessary*)

The Board of Directors will use the annual strategic planning in place of the LRPC moving forward. Should there be a need in the future, an ad hoc committee can be created.

Motion moved by Mr. Gadoua to terminate the Long Range Planning Committee in lieu of the yearly strategic planning meetings and seconded by Mr. Proteau.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

- E. Confirm Calendar of Meetings for 2024: Third Wednesday of Every Month: January 17, February 21, March 20, April 17, May 15, June 19, July 17, August 21, September 18, October 16, November 20, December 18

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 November 15, 2023

Motion moved by Mr. Herman to approve the minutes of November 15, 2023 and seconded by Mr. Howell.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. CONSENT CALENDAR

- A. Ratification of Checks Issued

Motion moved by Mr. Proteau to approve the consent calendar and seconded by Mr. Gadoua.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

VI. ADMINISTRATIVE COMMUNICATIONS

- A. Firefighter's Union Report

Captain Gromala stated the Union has been working hard on Measure H, which includes fundraising, political support and endorsements.

- B. Firefighters' Association Report

Engineer Ikalani noted the Association is hosting the holiday party this Friday night, Saturday is the toy drive delivery and Sunday is the Penngrove Light Parade. The Association has also finished donations for the year, including a recent donation to the Alisa Ann Rusch Burn Foundation.

C. Chief's Report

Chief Veliquette reported the following information:

- 1.) Promotions of Mike Porter to Captain and James Norton to Engineer.
- 2.) Entry-level firefighter interviews and skills testing next week.
- 3.) Presentation to SRJC Fire Academy Class, with a focus on meeting with paramedics. We are using every opportunity to make connections with firefighter/paramedics.
- 4.) Redcom Radio System, Control 4, has been very troubled for years as it is an aging system. There has been a failure to use our control channel in the South County and repairs are expected soon. There are also failures on Control 2 that are in the process of being repaired.
- 5.) Toured the SCFD/Medic ambulance facility in Santa Rosa this week.
- 6.) 11 fire calls, 90 medical aids, 5 hazardous conditions, 15 service calls and 79 false alarms, 35 of which were at SSU.
- 7.) Measure H – campaign is working on fundraising and endorsements. Canceled 1/21/24 event at Sally Tomatoes. Working on digital media for launch in January. Safer Sonoma County website has a list of endorsements.
- 8.) Finance: 5 months completed in the fiscal year. We should have a good idea on revenues when we get our first tax drop in the next couple of weeks. Strike team revenues budgeted at \$350K, but our total collected this year will be \$207K. Expenses are about 3.4% below projected. We may save \$107K in extra help but anticipate OT exceeding budget by approximately \$140K.

D. Director Reports

No report filed.

E. Committee Reports

a. Finance/Budget

Mr. Hemmendinger reported no meetings were held the past 30 days.

b. Long Range Planning

No report filed.

VII. NEW BUSINESS

A. Resolution R-6: Endorsing County-Wide Sales Tax Measure

Mr. Hemmendinger noted that we have been given information that the Board can legally endorse the sales tax measure.

Motion moved by Mr. Proteau to approve Resolution R-6 and seconded by Mr. Howell.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Proteau – aye
Mr. Howell – aye
Mr. Peterson – aye
Mr. Gadoua – aye
Mr. Moretti – aye
Mr. Hemmendinger – aye
Mr. Herman – aye

B. Consideration of Employment Agreement between the District and the Fire Chief for December 1, 2023 – November 30, 2024

Last month the Board agreed to increase Chief Veliquette’s salary by 5% for the next year.

Motion moved by Mr. Gadoua to approve the Fire Chief’s employment agreement and seconded by Mr. Peterson.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Proteau – aye
Mr. Howell – aye
Mr. Peterson – aye
Mr. Gadoua – aye
Mr. Moretti – aye
Mr. Hemmendinger – aye
Mr. Herman – aye

C. Resolution R-7: Approving and Authorizing the Execution of a Series 2023 Installment Sales Agreement to Amend and Take the Place of Certain 2023 Lease Agreements

Chief Veliquette reviewed the staff report regarding the change to our station remodel financing. Our bond counsel has recommended we change the manner in which we were holding the loan as a lease/lease-back to an installment sales agreement, which works much like a standard loan. Much of this work was done to protect the parity debt covenants of our pension obligation bonds. None of the terms of the original loan will change. Once this final step is completed, we can begin drawing on those funds.

Motion moved by Mr. Howell to approve Resolution R-7 and seconded by Mr. Gadoua.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Proteau – aye
Mr. Howell – aye
Mr. Peterson – aye
Mr. Gadoua – aye
Mr. Moretti – aye
Mr. Hemmendinger – aye
Mr. Herman – aye

VIII. DIRECTION ON FUTURE AGENDA ITEMS

- Presentation of FY 22/23 Audit
- Staff report on replacement of 9132 chassis

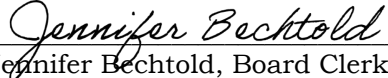
IX. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 7:55 p.m.

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Respectfully submitted,


Jennifer Bechtold, Board Clerk

Date Approved by Board:
January 17, 2024