



CORDELIA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
July 28, 2024 at 9:00 a.m. - Station 31
Cordelia Fire Protection District
2155 Cordelia Road
Fairfield, CA 94534

1. **OPENING CEREMONIES: 9:00 am PDT**
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Roll Call: Chair Frische, Vice Chair McAlister, Directors Giugni and Langstaff present; Director Dittmer absent.

2. **ADOPTION OF THE AGENDA:** Approved unanimously by all in attendance on motion by Director Giugni and second by Director Langstaff

3. **PUBLIC FORUM:**

Public comment on any item not otherwise appearing on the agenda is invited during the Public Forum. If the matter brought before the Board requires a collective decision by a majority of the members of the Board, the matter may be received and then forwarded to staff, or a Director for recommendation and report at a subsequent meeting. This procedure is necessary to comply with the Ralph M. Brown Act (Open Meeting Law). Items brought under this category may be limited to five (5) minutes per subject and speaker. Please state your name and address for the record.

None

4. **NEW BUSINESS:**
 1. The Board will review, discuss and vote to approve Resolution 2024-03 titled “A Resolution of the Board of Directors of the Cordelia Fire Protection District Calling A General District Election for November 5, 2024, To Elect Two Directors For Four-Year Terms”: After discussion it was agreed to accept, approve and sign the resolution, approved unanimously by all in attendance on motion by Director Langstaff and second by Director Giugni. The signed resolution will be entered into Google Drive and a copy made available to the Registrar of Voters office, if requested, while Director Langstaff visits on 8/1/24 to ensure all required documentation is in place for the 11/24 election.
 2. A written procedure for the Process for Election of Board Members will be reviewed: Procedure reviewed, explained and discussed. It now resides on Google Drive under Elections/2024. It appears the District has missed email notifications because the contact information for Director Langstaff was incorrect and no one is consistently checking office emails where notices may have been diverted to spam/junk. While at their office Director Langstaff will also update contact information for CFPD to include Directors Frische and Langstaff, Stacey McNeill and Taylor Armour at FFD. Also in this folder now are all documents related to the 11/24 election along with examples of forms used by Director Langstaff to file for candidacy on 8/1/24 at the Registrar of Voters office.
 3. A discussion on the County’s proposal and offer for Station 29 improvements will be discussed with a vote to accept/reject/renege held: No offer yet received despite plan to discuss one last Friday 7/26/24. They asked that we separate discussion for the trailer and

apparatus bay. Director Frische indicated we are looking for \$10K-\$15K for both to which they expressed that this seemed very good and that our suggestion helped. After further discussion Director Langstaff moved to authorized Director Frische to craft an agreement with the County with a minimum acceptable offer for both items at \$10,000. He will contact and work to set up a phone conference early this week. Director McAlister seconded the motion which passed unanimously by all in attendance.

4. An update on the Sale of Asset Tracking List will be presented: Presented by Director Langstaff with suggestions made by Board members for correction/update. This file is resident on Google Drive under Asset Disposition.
5. NEXT BOARD MEETING:
 - a. August 13, 2024, 6:00 pm
6. ADJOURNMENT: Director Frische wanted to acknowledge the passing of Dr. Broschard. Director Giugni moved to adjourn the meeting, seconded by Director McAlister and unanimously approved by all in attendance. Meeting adjourned at 10:08 am.