



CORDELIA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING AGENDA
August 13, 2024 at 6:00 p.m. - Station 31
Cordelia Fire Protection District
2155 Cordelia Road
Fairfield, CA 94534

1. **OPENING CEREMONIES: 6:00 pm PDT**
 - a. Call to Order – 1802 hours
 - b. Pledge of Allegiance - held
 - c. Roll Call – Chairman Frische, Director Giugni, and Director Dittmer present

2. **ADOPTION OF THE AGENDA**

Motion by Director Dittmer, second by Director Giugni to adopt the agenda. Motion carried.

3. **APPROVAL OF MINUTES:**
 - a. Review and approval of Meeting Minutes of July 9, 2024
 - b. Review and approval of Special Meeting Minutes of July 28, 2024
 - i. Motion by Director Giugni, second by Director Dittmer to approve July 9, and July 28, 2024 meeting minutes. Motion carried

4. **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.

 - i. Green Valley resident inquired about details around a workshop fire at his property on July 20, 2024.

5. **CONSENT AGENDA:**
 - a. Review and ratification of District accounts payable transmittals for July 2024.
 - b. Review, discuss, and approve the July 31 Ken Campo invoice for financial consulting services.
 - c. Review, discuss, and approve FRMS Workers Compensation contribution invoice for 2024-25
 - i. Motion by Director Dittmer, second by Director Giugni to approve Consent Agenda items a, b, and c. Motion carried.

6. **BOARD COMMITTEE REPORTS:**
 - a. Special Tax – Chairman Frische & Director Giugni
 - i. Director Giugni confirmed Special Tax data reviewed, submitted, and received by Solano County.
 - b. Budget – Chairman Frische and Director Dittmer – covered under new business.
 - c. Policies & Admin. – Director Langstaff & Vice Chairman McAlister – work in progress
 - d. Operations & Equipment – Director Dittmer & Vice Chairman McAlister – work in progress
 - e. Facilities – Vice Chairman McAlister & Director Langstaff – work in progress
 - f. Cal Fire Shaded Fuel Break Program— Director Dittmer & Director Giugni with financial reconciliation of Phases 1 and 2.
 - i. Rochelle Sherlock shared a written and verbal overview of Phase I completion stats and Phase II progress.
 - g. Asset Disposition & Transition — Director Langstaff & Chairman Frische
 - i. Director Langstaff maintaining accurate asset disposition tracking.

7. **OLD BUSINESS:**
 - a. Chief Robb Herrick update on JEPa for ambulance services.
 - i. Remains work in progress with positive momentum.
 - b. Green Valley Fire Safe Council update.
 - i. October 6, 2024 presentation scheduled at Green Valley Country Club.

- ii. The Firewise plan is in the process of being updated.
- c. Transition Meetings updates with Fairfield Fire.
 - i. Finance transition meeting with Fairfield Fire and the Solano County Auditor Controller took place August 13, 2024.
- d. Discuss County agreement to take over Station 29 apparatus bay and trailer, terms, and release of liability in their offer.
 - i. Solano County Parks Department has assumed all responsibility of the former Station 29 Apparatus bays located at 1624 Rockville Road. The County has expressed interest in the living quarters trailer as well.

8. NEW BUSINESS:

- a. Discussion and approval to dissolve the Extra Help contract with Dave Carpenter.
 - i. Motion by Director Giugni, second by Director Dittmer to approve terminating Dave Carpenter's Extra Help contract. Motion carried
- b. Discussion and approval of Fiscal Year 2024/2025 Operating Budget for Budget Units 9806 and 9807.
 - i. Items will be on a Special Meeting agenda later in the month of August.
- c. Review, discussion and possible approval of Potentiate contract renewal to continue administration for CalFire Shaded Fuel Break Phase 2 grant.
 - i. Item will be on a Special Meeting agenda later in the month of August.
- d. Discuss close of sale to Napa County BC2 and (9) 7000 radios for \$70,000.
 - i. Board reviewed, acknowledged, and discussed with no questions.
- e. Discuss close of sale VVFD of turnout washer/dryer, (2) extrication sets and misc. items for \$16,000.
 - i. Board reviewed, acknowledged, and discussed with no questions.
- f. Discuss close of sale to VVFD of 2004 International Type 3 + 2014 BC1 for \$65K + \$20K (see Sale of Asset Tracking list dated 8/5/24).
 - i. Board reviewed, acknowledged, and discussed with no questions.

9. CHAIRMAN'S COMMENTS:

- a. National Night out was well attended by residents of the district with Fairfield Fire, Suisun Fire Protection District, Solano County Sheriff's Office, Office of OES, and California Highway Patrol present.
- b. Thanked everyone for their continued support of the district

10. BOARD MEMBER COMMENTS:

- a. Thanks to all for your hard work and support.

11. ANNOUNCEMENTS:

- a. None

12. NEXT BOARD MEETING:

- a. September 10, 2024, 6:00 pm

13. ADJOURNMENT: Motion by Director Giugni and second by Director Dittmer to adjourn the meeting at 1957 hours. Motion carried.

The Cordelia Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District Board meetings due to a disability, to please contact the administration office, (707) 864-0468, at least one business day prior to the scheduled District Board meeting to ensure that we may assist you.

I hereby certify that this agenda in its entirety was posted on August 10, 2024, at the Cordelia Fire Protection District administration office.

Jim Frische, Board Chairman
Cordelia Fire Protection District