



CORDELIA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
July 9, 2024 at 6:00 p.m. - Station 31
Cordelia Fire Protection District
2155 Cordelia Road
Fairfield, CA 94534

1. **OPENING CEREMONIES: 6:04 pm PDT**
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Roll Call: Chair Frische, Vice Chair McAlister, Directors Dittmer, Giugni and Langstaff present.

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

3. **APPROVAL OF MINUTES:**
 - a. Review and approval of Meeting Minutes of June 11, 2024 & Special Meeting Minutes of June 22, 2024: Approved unanimously by all in attendance on motion by Director Giugni and second by Director McAlister.

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.

5. **CONSENT AGENDA:**
 - a. Review and ratification of District accounts payable transmittals for June 2024: Approved unanimously by all in attendance on motion by Director McAlister and second by Director Giugni.
 - b. Review, discuss, and approve the June 2024 Fairfield Fire invoice for services: Approved unanimously by all in attendance on motion by Director McAlister and second by Director Giugni. The District needs to true up the balance for the annual contribution to FFD for the FY just past by approximately \$400K.
 - c. Review and approve invoice for services of financial consultant Ken Campo: Approved unanimously by all in attendance on motion by Director McAlister and second by Director Giugni.

6. **BOARD COMMITTEE REPORTS:**
 - a. Special Tax – Chairman Frische & Director Giugni: None.
 - b. Budget – Chairman Frische and Director Dittmer: Draft budget in process.
 - c. Policies & Admin. – Director Langstaff & Vice Chairman McAlister: None.
 - d. Operations & Equipment – Director Dittmer & Vice Chairman McAlister: City of Napa has offered \$70K for the 2021 Expedition and the 7000 radios. Director McAlister

recommended acceptance as this seemed like a fair price (\$60K for the vehicle and \$10K or the used radios). Director McAlister and Chief Carpenter will assemble flyers to advertise the availability and general features of the remaining District apparatus. Approved unanimously by all in attendance on motion to accept offer by Director Langstaff and second by Director McAlister.

- e. Facilities – Vice Chairman McAlister & Director Langstaff: None.
- f. Cal Fire Shaded Fuel Break Program— Director Dittmer & Director Giugni with financial reconciliation of Phases 1 and 2: Thorough update provided by Rochelle Sherlock.
- g. Asset Disposition & Transition — Director Langstaff & Chairman Frische: Asset tracking list created by Director Langstaff from input by Director Giugni, Chief Carpenter and the special meeting held on June 22, 2024. It will be distributed approximately monthly as items are re-valued and/or sold.

7. OLD BUSINESS:

- a. Discussion, approval and signing of Resolution 2024-01 to set the Special Tax Rate for FY2024-25 at a 2% increase over the tax rate for FY 2023-24: Completed and signed.
- b. Chief Robb Herrick update on JEPA for ambulance services: Brief update on progress and continued obstacles yet to be overcome.
- c. Green Valley Fire Safe Council update: Rochelle Sherlock indicated a chipping program not possible with the limited funds at GVFSC. The County has not yet allocated or utilized grant monies it has received for this popular activity.
- d. Transition Meetings updates with Fairfield Fire: Administrative meeting held but still in transition. County Auditor Finance meeting being scheduled.

8. NEW BUSINESS:

- a. Discussion, approval and signing of Resolution 2024-02 for the Independent Special Districts GANN Appropriations Limit for 2024-25: Approved and signed.
- b. Discussion on November 2024 election and two Directors up for re-election: Director Langstaff indicated he had received notice of the reelection coming up of Director Dittmer and Director Langstaff. Director Langstaff indicated he would stand for reelection in November. Director Dittmer indicated he hadn't decided what he was going to do.
- c. Discussion for options to clear the creek from Via Palo Linda to Station 29 using our own funds, the possibility of using CalFire grant funds to do so, entering into a cost sharing agreement with Solano RCD, or dropping any further action: Explanation of the efforts made over the last two years to get the County to clean up the creek. After a discussion by the Board, it was decided we should not put any more effort into making this happen. Director Langstaff indicated he would immediately stop any further efforts.
- d. Discussion around FFD's interest in the (2) LifePak 15s funded by CFPD grants; need to provide method for accounting and tracking location(s): Chief Herrick indicated FFD did not have an immediate need for these items, and that the District should sell or loan elsewhere.
- e. Discuss and adopt FFD First Responder Fee: Discussion on whether the District should adopt the fee schedule or just have FFD charge directly. Director McAlister felt there was no need to adopt the schedule based on experience in CC County. Trying to get a response from County counsel.

- f. Discuss and adopt FFD Fee Schedule: Director McAlister felt there was no need to adopt the schedule based on experience in CC County. Trying to get a response from County counsel.
- g. Discuss FFD Station 31 site visit and interest in specific CFPD equipment: FFD requested the identified items at no charge since many will be used to support efforts in the District. The Board discussed and agreed. Chief Herrick thanked the Board and indicated anything that FFD does not retain will be turned over the VVFD.
- h. Update Solano County Signing Authority and Contact List: Director Frische to complete and share with Board.
- i. Discuss County proposal to take over Station 29/Falls School site: County wants to take possession 8/1/24. After discussion the Board decided we can vacate apparatus bay by 7/31/24 utilizing Board member vehicles and moving items to be retained to 31. Discussions are on going for the Sheriff's Dept and County to take over both the trailer and apparatus bay. Director Frische to continue these discussions.
- j. Discuss request from Vacaville Fire Protection District for prices on items they are interest in acquiring: VVFD is interested in a number of items. After discussion it was decided to separate the higher value items and assign prices and offer the remaining requested items with a lot price. They were:
 - Turnout Washer / Dryer for \$5K
 - (2) Extrication Tool Sets for \$5K each
 - Remaining misc items requested for \$1KBoard discussed and decided to make this offer to VVFD. Directors Frische, Giugni and Chief Carpenter to contact VVFD.

9. CHAIRMAN'S COMMENTS: General thanks for everyone's efforts.

10. BOARD MEMBER COMMENTS: None

11. ANNOUNCEMENTS: None

12. NEXT BOARD MEETING:

- a. August 13, 2024, 6:00 pm

13. ADJOURNMENT: Director McAlister moved to adjourn the meeting, seconded by Director Langstaff and unanimously approved by all in attendance. Meeting adjourned at 8:00 pm.