



# CORDELIA FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

### SPECIAL MEETING MINUTES

August 26, 2024 at 7:00 p.m. - Station 31

Cordelia Fire Protection District  
2155 Cordelia Road  
Fairfield, CA 94534

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1. **OPENING CEREMONIES: 7:00 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 Langstaff and second by Director Giugni.
  
3. **APPROVAL OF MINUTES:**

Review and approval of Regular Meeting Minutes of August 13, 2024: Approved by all in attendance, except Director Langstaff who abstained as he was not in attendance 8/13/24, 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.  
None
  
5. **NEW BUSINESS:**
  - a. Review, discuss and vote to adopt Resolution 2024-04 to Approve the Cordelia Fire Protection District Fiscal Year 2024/25 Operating Budget: Discussion. Approved unanimously by all in attendance on motion by Director McAlister and second by Director Giugni. Resolution signed by Directors Frische and McAlister.
  - b. Review, discuss and vote to adopt Resolution 2024-05 to Approve the Fiscal Year 2024/25 CalFire Shaded Fuel Break Grant Budget: Discussion. Approved unanimously by all in attendance on motion by Director McAlister and second by Director Giugni. Resolution signed by Directors Frische and McAlister.
  - c. Review and approve Potentiate contract for FY 24/25 to administer the CalFire Shaded Fuel Break Grant project: Discussion. Approved unanimously by all in attendance on motion by Director Langstaff and second by Director Giugni.
  - d. Discuss moving independent audit to biennially: Discussion. Decision was made to act later when most sales are complete and the sale of Station 31 is in process.
  - e. Discuss underground pipe at Station 31: Discussion. It was believed that an easement or agreement for the water line would be discovered in a Title search, if it even existed. Director McAlister offered to review the property appraisal ordered early in 2024 as this should have included a Title search.

- f. Discuss tables and chairs donated to Pete Smith/Native Sons: Discussion. Agreed to donate kitchen items as well if the Native Sons are interested.
- g. Discuss CFPD Association BBQ: Discussion. The BBQ is still here, and it was agreed to offer the item back to Matthew Dittmer who originally updated and repaired it some years ago.
- h. Lessons learned from Amaral Fire and possible social media postings: Discussion. It was decided to allow FFD and the Sheriff's Department to publicize any lessons learned from what went well and what could have gone better. No further action to be taken by the Board.

6. NEXT BOARD MEETING:

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

7. ADJOURNMENT: Director Langstaff moved to adjourn the meeting, seconded by Director McAlister and unanimously approved by all in attendance. Meeting adjourned at 8:16 pm.