



CORDELIA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
June 11, 2024 at 6:00 p.m - Station 31
Cordelia Fire Protection District
2155 Cordelia Road
Fairfield, CA 94534

1. **OPENING CEREMONIES:**
 - a. Call to Order at 6:06 pm
 - b. Pledge of Allegiance
 - c. Roll Call: Chair Frische, Vice Chair McAlister, Directors Dittmer and Langstaff present; Director Giugni absent

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

3. **APPROVAL OF MINUTES:**
 - a. Review and approval of Meeting Minutes of May 14, 2024 & Special Meeting Minutes of May 22, 2024: Approved unanimously by all in attendance on motion by Director McAlister and second by Director Langstaff.

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 May 2024: Approved unanimously by all in attendance on motion by Director Langstaff and second by Director McAlister.
 - b. Review, discuss, and approve the May 2024 Fairfield Fire invoice for services: Approved unanimously by all in attendance on motion by Director Langstaff and second by Director McAlister.
 - c. Review, discuss, and approve County Counsel invoice for services dated May 31, 2024. Approved unanimously by all in attendance on motion by Director Langstaff and second by Director McAlister.

6. **BOARD COMMITTEE REPORTS:**
 - a. Special Tax – Chairman Frische & Director Giugni: Resolution for proposed 2% increase on the special assessment tax rate to be on the July 9th agenda.
 - b. Budget – Chairman Frische and Director Dittmer: Need to revise the draft budget to include funding for selling and reducing assets, labor to do so, etc.

- c. Policies & Admin. – Director Langstaff & Vice Chairman McAlister: Director Frische said Carl Hakenen feels we should detail our policy for asset disposal. After discussion it was felt the Board has the latitude to take whatever action it chooses upon the approval of a majority. Director Frische has asked for Counsel opinion. Lastly, Director Langstaff suggested the Board should not limit itself in asset disposal options by constraining itself with a restrictive new policy.
- d. Operations & Equipment – Director Dittmer & Vice Chairman McAlister: Chief Carpenter indicated several vehicles had issues that needed to be rectified before they can be offered for sale. There was also a brief discussion on in-kind contributions with CalFire and/or FFD.
- e. Facilities – Vice Chairman McAlister & Director Langstaff: It was reported that the Sheriff’s Dept may be interested in Station 29 which would reduce or eliminate the Board’s liability for this property. This is being pursued up the chain of command with the County Sheriff.
- f. Cal Fire Shaded Fuel Break Program— Director Dittmer & Director Giugni: Rochelle Sherlock provided a thorough update. There will be an informal tour on Monday 6/17 for members of the GVFSC, and on Monday 7/8 for members of government by invitation.
- g. Transition — Director Langstaff & Chairman Frische: No report though this activity will start shortly with the approval of the agreement with FFD by LAFCO.

7. OLD BUSINESS:

- a. Update by Chief Robb Herrick about JEPa challenges: None; still waiting for local governments to respond – they are late.
- b. Green Valley Fire Safe Council update: Report by Rochelle Sherlock.
- c. Update on LAFCO submission for long term FFD agreement: LAFCO approved. It was agreed to hold a meeting at 9am on Saturday June 22, 2024, to discuss disposition of assets before the transition meeting with FFD on June 26, 2024. Director McAlister to provide language for incorporation in the agenda.

8. NEW BUSINESS:

- a. Transition personnel discussion: Will modify the draft budget to cover Chief Carpenter, Stacey and others to help.
- b. Update Payroll Signing Authority for 2024-25: Director Frische will complete with himself, Director McAlister and Taylor added.
- c. Independent Special Districts GANN Appropriation Limit for 2024-25: Requires a resolution (2024-XX) for approval and signing during the July 9, 2024, Board meeting.
- d. Updated MOU between CFPD and Solano County Auditor-Controller’s Office: Director Frische to sign and return to the Auditor’s office.

9. CHAIRMAN’S COMMENTS: General thanks for all for their efforts including Chief Carpenter and Rochelle Sherlock for their respective efforts.

10. BOARD MEMBER COMMENTS: None.

11. ANNOUNCEMENTS: None

12. NEXT BOARD MEETING:

- a. Special meeting to prepare for transition with FFD at Station 29, June 22, 2024, 9am.
- b. Regular meeting at Station 31, July 9, 2024, 6:00 pm

13. ADJOURNMENT: Director Langstaff moved to adjourn the meeting, seconded by Director McAlister and unanimously approved by all in attendance. Meeting adjourned at 7:21 pm.