



# CORDELIA FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

### REGULAR MEETING MINUTES

October 11, 2022 at 6:00 p.m.

Cordelia Fire Protection District  
2155 Cordelia Road  
Fairfield, CA 94534

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1. OPENING CEREMONIES:

- a. Call to Order\*\*\* Meeting called to order 6:04 p.m.
- b. Pledge of Allegiance \*\*\*Conducted
- c. Roll Call \*\*\* All present except Director Senior

2. ADOPTION OF THE AGENDA:

\*\*\*Agenda amended to include approval of the minutes from special meeting of July 3<sup>rd</sup>.  
On motion from Director Frische, and second by Director Langstaff, amended agenda approved unanimously.

3. APPROVAL OF MINUTES:

- a. Review and approval of Regular Meeting Minutes of September 13<sup>th</sup> and August 1st Special Board Meeting  
\*\*\* Board reviewed minutes of September 13, August 1 and July 3, and approved them with 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.

\*\*\*Mark Guigni addressed the board to acknowledge the commitment and work by the Board of Directors and presented directors who were not present at the Green Valley Land Owners meeting with a commemorative gift of appreciation.

5. CONSENT AGENDA:

- a. Review and ratification of District accounts payable transmittals for September 2022  
\*\*\* Board reviewed and approved unanimously on motion by Director Frische and second by Director Langstaff

6. BOARD COMMITTEE REPORTS:

- a. Special Tax – Vice Chairman Frische & Director Langstaff \*\*\*nothing to report
- b. Budget – Vice Chairman Frische and Chairman Dittmer \*\*\* nothing to report
- c. Policies & Admin. – Director Langstaff & Director McAlister \*\*\* nothing to report
- d. Operations & Equipment – Chairman Dittmer & Director McAlister\*\*\* nothing to report
- e. Facilities – Director Senior & Director McAlister \*\*\* nothing to report

7. OLD BUSINESS:

a. Green Valley Fire Safe Council Update

\*\*\*Chief Carpenter presented report for Rochelle Sherlock:

1) GVFSFC volunteers completed the 3<sup>rd</sup> Free Green Waste event on October 8<sup>th</sup>. Over the three events they collected and removed 260 cubic yards of green waste. Chief Carpenter added that Ron Turner donated sandwiches from the 100 club.

2) Wildfire Safety Expo is being postponed to Saturday, April 15<sup>th</sup>

3) Chief Carpenter and Rochelle met with Volunteer Solano Group regarding future opportunities. They are submitting an application for AmeriCorp National Civilian Community Corps (NCCC) to help with fuel reduction and to conduct LE 100 Inspections. Chief noted they may be able get more volunteers to help support property owners who are unable to do the necessary work to create defensible space. AmeriCorp NCCC workers would receive stipend and have room and board covered through the program.

4) Next GVFSFC meeting is November 14<sup>th</sup>.

b. Update on CAL FIRE Fuels Reduction Project grant work

\*\*\* 1) Invoice for excavator received from Peterson CAT. Waiting to hear from Chief Knecht regarding size of the bucket as it's different than originally discussed. (24" vs. 36")

2) Regarding the CEQA, CAL FIRE Forester Tim Holliday will follow up with consultant to check on status.

3) Included in the grant is an incentive of \$10,000 with 25% match for groups who obtain the Fire Wise designation. GVFSFC is continuing to support Pleasant's Valley Fire Safe Council in their formation. The group was granted their Fire Wise designation this summer and will receive some funding that was allocated in the grant.

i. Hold Harmless agreement status

\*\*\* Draft agreement was sent to Kim Glover. Agreements will need to be individually tailored for each property.

c. Fire District Reorganization Update \*\*\*no update

d. Status update regarding hearing process for homeowners prior to abatement action taken upon them by County Code Enforcement \*\*\* nothing new to report.

e. Update on collaboration with Solano RCD on clearing of stream starting at Station 29 \*\*\*no update

f. Update on Consultant Review Progress with Fairfield Fire.

\*\*\* Continuing weekly calls with Consultant and Fairfield Fire and have provided Consultant with information requested. Director McAlister expects to see a draft report later this week.

g. Discussion/Update on LE100 Property Inspections for late 2022 to early 2023

\*\*\*Chief Carpenter requested that the Board allocate \$80,000 of the CAL FIRE grant revenue (unrestricted portion) to pay inspectors as he estimates there is at least 600 hours of labor to do the 400 inspections and re-inspections. This would help to get the work done sooner. Board agreed they would look into how they would handle the logistics of making payments to inspectors.

h. Update on proposal for real property appraisal on 2155 Cordelia Road

\*\*\*Director McAlister is contacting potential appraisers and will request written proposals for board review.

8. NEW BUSINESS:

- a. Resolution No. 2022-14 to accept the Cordelia Fire Protection District Fiscal Year 2021-2022 Annual Impact Fee Report.  
\*\*\*On motion from Director McAlister and second by Director Frische, board approved Resolution 2022-14. 4 AYES; 0 Noes; 1 Absent; 0 Abstain
- b. Resolution No. 2022-15 to approve inflationary adjusted fire impact fees.  
\*\*\*On motion from Director Frische and second by Director McAlister, Board approved Resolution 2022-15. 4 AYES; 0 Noes; 1 Absent; 0 Abstain
- c. Approve Transfer Old Seagrave Engine to Travis Airbase Museum.  
\*\*\* TAFB Museum is interested in acquiring the old government surplus engine to obtain parts to restore an Engine in the Museum. Board agreed to donate the Seagrave Engine to TAFB Museum or Travis Firefighters Association. On motion by Director Frische and second by Director McAlister, board approved the donation. 4 AYES; 0 Noes; 1 Absent; 0 Abstain
- d. Consider Apparatus Fleet Reduction  
\*\*\* Chief Carpenter recommended that the board consider listing several apparatus for sale while the vehicles are still in good condition, possibly by auction or to other agencies in Solano County. Directors Dittmer and McAlister suggested waiting until we have a finalized agreement with Fairfield Fire. Board agreed and also discussed status of and plans for other equipment not currently in use including the Water Tender and Utility Truck.
- e. Discussion and possible vote regarding future use of Station 29.  
\*\*\* Director Frische reported that Director Senior has requested that Solano County consider making Station 29 a historical museum. He has discussed the idea with Bernadette Curry and asked her to present the idea to the County. Director Senior has indicated he would be available to work on special projects such as improvements to Station 29.  
Chief Carpenter also presented the possibility of using Station 29 for temporary lodging for the volunteers with AmeriCorp NCCC working on fuel reduction projects.

9. COMMUNICATIONS/CORRESPONDENCE:

\*\*\*One developer had concerns regarding increased impact fees and requested review of the fees on their property which were increased due to change in occupancy. After review the change was considered to be appropriate.  
Director Frische passed on remarks from a local resident that Captain Untalan and crew did a good job on a medical call for her mother.

10. STAFF COMMENTS & REPORTS:

- Firefighters Association \*\*\*No report
- Apparatus Update \*\*\*Everything that was in service is still in service. Insurance company has decided to repair the Utility truck rather than total it. Air Trailer is close to coming back.
- Call Response\*\*\* Reports are in packets. In order to get an accurate count of calls that Fairfield Fire takes for CFPD, Chief Carpenter made note of which calls were responded to by Fairfield Fire, and those that were mutual aid. Some calls on the report were duplicate dispatches for the same incident.  
He is also looking into loaning heart monitors and radios in a trade agreement with Fairfield Fire.

- Staffing Update \*\*\* Vacaville Fire District Fire Marshall is no longer providing inspection services for CFPD. Chief Carpenter recruited Richard Ryan to conduct inspections.
- Monthly Training \*\*\* Crews are working on task books. Chief is helping staff and residents prepare for interviews.
- Cost Recovery \*\*\*Report provided in board packets

11. CHAIRMAN'S COMMENTS: \*\*\* Acknowledged and thanked all for continued service and support of the district.

12. BOARD MEMBER COMMENTS: \*\*\* Acknowledged and thanked Chief Carpenter and all for continued service and support of the district.

13. ANNOUNCEMENTS:\*\*\* Director McAlister noted that the board will have a vacancy and they will need to discuss how to proceed to fill Director Senior's seat.

14. NEXT BOARD MEETING:

- a. November 8, 2022, 6:00 pm

15. ADJOURNMENT: \*\*\*On motion from Director Langstaff and second by Director Frische, meeting was adjourned at 7:34 p.m.