



CORDELIA FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

May 9, 2023 at 6:00 p.m.

Cordelia Fire Protection District
2155 Cordelia Road
Fairfield, CA 94534

1. OPENING CEREMONIES: 6:00 pm
 - a. Call to Order ***Meeting called to order at 6:18pm
 - b. Pledge of Allegiance ***Conducted
 - c. Roll Call ***All directors present

2. ADOPTION OF THE AGENDA
***Adopted unanimously on motion of Director McAlister and second by Director Langstaff.

3. APPROVAL OF MINUTES:
 - a. Review and approval of Regular Meeting Minutes of April 18, 2023
***Approved unanimously on motion from Director Giugni and second by Director McAlister

4. PUBLIC FORUM:
*** Fairfield Fire Department Deputy Chief Sturdee reported on the Green Valley Road structure fire in the CFPD on Sunday. Fairfield Fire had seven apparatus on scene and support with another from Benicia. Chief Sturdee and Chief Carpenter and Board members discussed the challenges of responding to fires in the District including the lack of fire hydrant maintenance by Vallejo Water

5. CONSENT AGENDA:
 - a. Review and ratification of District accounts payable transmittals for April 2023.
***AP transmittals reviewed and ratified unanimously on motion by Director Giugni and second by Director Langstaff
 - b. Review, discuss, and approve the April 2023 Fairfield Fire Invoice for services.
*** Invoice approved unanimously on motion of Director Giugni and second by Director McAlister.

6. BOARD COMMITTEE REPORTS:
 - a. Special Tax – Chairman Frische & Director Giugni ***nothing to report
 - b. Budget – Chairman Frische and Director Dittmer ***nothing to report
 - c. Policies & Admin. – Director Langstaff & Vice Chairman McAlister ***nothing to report
 - d. Operations & Equipment – Director Dittmer & Vice Chairman McAlister ***nothing to report
 - e. Facilities – Vice Chairman McAlister & Director Langstaff ***Director Giugni reported that he and Chief Carpenter discussed doing a clean up day at Station 29 as the vegetation around the station has grown back and needs to be trimmed. They will schedule a work day in the next month.
 - f. Cal Fire Shaded Fuel Break Program— Director Dittmer & Director Giugni
***Director Giugni and Chief Carpenter reported Phase 1 is close to completion. Currently waiting on approval of grant for Phase 2. The contractor is making good progress, and is on schedule to finish by mid-June. Aeri underbid the project, They were the low bid at \$2400/acre. Next lowest bid was \$12,500/acre. They under estimated the work necessary so

some adjustments were made, which was possible because of the work that Cal Fire completed on the project. Chief Carpenter stated the project is meeting the goal to give firefighters an opportunity to stop or slow a fast-moving fire and defend property and homes in the area. Director Dittmer reported he has followed up with Rochelle Sherlock about insurance issues and Derek Smith is now covered under Rochelle's policy.

- g. Transition — Director Langstaff & Chairman Frische
***Director Langstaff reported he is continuing to work on a cash flow analysis.

7. OLD BUSINESS:

- a. Green Valley Fire Safe Council update ***No additional update beyond Fuel Break status.
- b. Independent Fiscal Analysis Consultant update *** Director McAlister reported they are continuing the review process. Rich at LAFCO has reviewed. FFD and CFPD are comfortable with it. They will be circulating a draft soon. This is part of a package that needs to go to LAFCO. Board needs to review before becomes public. Director McAlister distributed a term sheet draft that includes points that need to be in the contract. This needs to be finalized in order to have County Counsel structure a contract. He asked the board to review the term sheet draft and comment back to Chairman Frische.
- c. Real property appraisal update ***Director McAlister reported he expects to receive the appraiser's report within a week.
- d. District property and equipment inventory and disposal update ***Director Giugni reported this is a work in progress. No new update. Chief Carpenter reported the OES director needs CFPD to return the grant radios received from the County.
- e. Community Wildfire Prevention Plan (CWPP) update. *** Nothing new to report

8. NEW BUSINESS: ***no new business

9. STAFF COMMENTS & REPORTS:

- Apparatus Update ***Chief Carpenter reported he is starting and running apparatus each week. All are still running. He has an appointment with MES mechanic on June 6 for the air trailer. The engine starts, air is compressed, but not building up enough pressure.
- He received an offer Utility Truck for \$9,000. We will need to pay 10% commission. The Board agreed to take the offer.
- LE 100 Inspection and other progress updates *** Chief Carpenter noted that the Board should feel proud about accomplishments with progress on agreement with Fairfield Fire Department and the shaded fuel brake

10. CHAIRMAN'S COMMENTS: ***Director Frische thanked all for their hard work and noted seeing "light at the end of the tunnel" and that the board may consider moving to quarterly meetings soon.

11. BOARD MEMBER COMMENTS: ***Director McAlister noted it was gratifying to see overwhelming response from FFD at the house fire on Green Valley Road. Director Langstaff noted despite previous speculation from District residents about FFD taking over response in the District, recent feedback has been positive.

12. ANNOUNCEMENTS: ***no announcements

13. NEXT BOARD MEETING:

- a. June 13, 2023, 6:00 pm

14. ADJOURNMENT: ***Meeting adjourned at 7:06 p.m. by unanimous vote on motion by Director McAlister, seconded by Director Giugni.