



**CORDELIA FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**  
**November 14, 2023 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 at 6:05 pm
  - b. Pledge of Allegiance
  - c. Roll Call: Vice Chair McAlister, Directors Dittmer, Giugni and Langstaff present; Chair Frische absent.
  
2. **ADOPTION OF THE AGENDA:** Approved unanimously by all in attendance on motion by Director Langstaff and second by Director Giugni.
  
3. **ANNUAL ELECTION OF OFFICERS:**
  - Discussion to retain the current officers in their current positions. This was acceptable to all in attendance.
  - Approved unanimously by all in attendance to reelect all current officers on motion by Director Langstaff and second by Director Giugni.
  
4. **APPROVAL OF MINUTES:**
  - a. Review and approval of Special Meeting Minutes of October 21, 2023: Approved unanimously by all in attendance on motion by Director Giugni and second by Director Langstaff.
  
5. **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.

Chief Robb Herrick discussed Chief John Sturdee being named to run FFD.
  
6. **CONSENT AGENDA:**
  - a. Review and ratification of District accounts payable transmittals for October 2023: Approved unanimously by all in attendance on motion of Director Giugni and second by Director Langstaff.
  - b. Review, discuss, and approve the October 2023 Fairfield Fire invoice for services; (42) responses, \$21,084.00: Approved unanimously by all in attendance on motion of Director Giugni and second by Director Langstaff.
  
7. **BOARD COMMITTEE REPORTS:**
  - a. Special Tax – Chairman Frische & Director Giugni: No report
  - b. Budget – Chairman Frische and Director Dittmer: No report

- c. Policies & Admin. – Director Langstaff & Vice Chairman McAlister: No report
- d. Operations & Equipment – Director Dittmer & Vice Chairman McAlister: No report
- e. Facilities – Vice Chairman McAlister & Director Langstaff: No report
- f. Cal Fire Shaded Fuel Break Program— Director Dittmer & Director Giugni: Director Dittmer put Rochelle in contact with Wetland Construction to operate the District’s equipment starting in November to begin this year’s work. Contact also provided to hire ag based labor for clearing brush.
- g. Transition — Director Langstaff & Chairman Frische: No report

8. OLD BUSINESS:

- a. Green Valley Fire Safe Council update: Possible green waste day in early December.
- b. District property and equipment inventory and disposal update: No update.

9. NEW BUSINESS:

- a. Review and adoption of Resolution 2023-07 for CFPD FY 22-23 Annual Impact Fee Report: Discussion. Unanimously approved by all in attendance on the motion of Director Langstaff and second by Vice Chair McAlister.
- b. Review and adoption of Resolution 2023-08 for CFPD Inflationary Adjusted Fire Impact Fees: Discussion. Unanimously approved by all in attendance on the motion of Director Langstaff and second by Director Giugni.
- c. Update on long-term contract application submission to LAFCO: Short discussion on recent submission.
- d. Shaded Fuel Break Project Phase 2 progress report: None.
- e. Ratification of Resolution 2023-10 Long-Terms Contract for discussion of final comments, final review of contract, approval and signing of the long-term contract with Fairfield Fire Department to permit filing with LAFCO: Unanimously ratified by all in attendance on the motion by Direction Langstaff, second by Director Giugni.

10. CHAIRMAN’S COMMENTS: None

11. BOARD MEMBER COMMENTS: None

12. ANNOUNCEMENTS: Update by Chief Robb Herrick about JEPa contract for ambulance services in Solano County except City of Vacaville. Will add to next Board meeting agenda to discuss and sign the JEPa for CFPD.

13. NEXT BOARD MEETING:

- a. December 12, 2023, 6:00 pm at Station 31

14. ADJOURNMENT: Director Langstaff moved to adjourn the meeting, second by Director Giugni and unanimously approved by all in attendance. Meeting adjourned at 6:55 pm.