

CORDELIA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Chairman Jeff Dittmer
Vice Chairman Jim Frische
Secretary Steve Vucurevich
Director Carl Hakenen
Director Brent Kerlin



Regular Meeting Minutes

July 11, 2017 18:00 hours

Cordelia Fire Station 31

2155 Cordelia Road Fairfield, California 94534

1. OPENING CEREMONIES

- a. Call to Order at 18:01 hours
- b. Pledge of Allegiance
- c. Roll Call

Present: Chairman Dittmer, Director Hakenen, Director Kerlin, Director Vucurevich and Chief Martin.

2. ADOPTION OF THE AGENDA

- a. Motion by Director Hakenen, second by Director Kerlin to adopt the agenda. Motion carried.

3. APPROVAL OF MINUTES

- a. Correction – In Section “7a” change the sentence “This information has been sent to the County” to “This information will be sent to the County.”
- b. Motion by Director Kerlin, second by Director Vucurevich to approve the June 13, 2017 Regular Meeting Minutes with correction identified above. Motion carried.

4. PUBLIC FORUM

- a. None

5. SPECIAL TAX/DEVELOPER FEE APPEALS

- a. None

6. FINANCIAL REPORT

- a. Motion by Director Hakenen, second Director Kerlin to ratify district accounts payable transmittals for June 2017. Motion carried.

7. BOARD COMMITTEE REPORTS

- a. Special Tax: This special tax information was sent to the County on June 26th. The estimate from us is 1235 parcels with a projected tax revenue of

\$398,282.59. The County will finalize the parcel tax information by mid July.

- b. Budget: The committee will be meeting to review last fiscal year.
- c. Strategic Plan: No report.
- d. Policies & Administration: No report.
- e. Operations and Equipment: Chairman Dittmer had a conversation with Jim Spering who advised things are moving forward with the LAFCO process.
- f. Facilities: No report.

8. Old Business

- a. A/C Duct leaning bid description: Director Kerlin is developing specifications for the bid.

9. NEW BUSINESS

- a. Single Station Discussion: A Strategic Planning Meeting will be scheduled for July 17, 2017 to discuss the single station concept, future staffing, and equipment needs.
- b. Notice from the Fairfield-Suisun Unified School District: Chairman Dittmer has sent a copy of the notice to County Council. She believes the school district is doing their diligence for the sale of the property. She advised we should pursue a lease agreement with the property buyer. She also advised we should address these negotiations in closed session. Director Hakenen suggested we start the meeting on the 17th with a closed session for property negotiations and invite the property purchaser. He also suggests we request a 30 day extension on our existing lease with the county. Chief Martin shared that he has had some discussion with the property buyer and believes the school district may be sending a revised notice. Roger Merrill (President of the Green Valley Land Owners Association, GVLA) suggested we wait before advising the community about the notice until we get more information. He also advised the GVLA is interested in helping to maintain continued service from Station 29. There will be a GVLA Community Meeting on October 10th at the Green Valley Country Club at 7pm. The CFPD will be on the agenda to give in update to the community on the status of Station 29.

10. COMMUNICATIONS/CORRESPONDENCE

- a. The District received a thank you email from a person that had fallen at Rockville Park and was pleased with our service.

11. DISTRICT CHIEF COMMENTS

- a. Badge Pinning: Billy Untalan has been promoted to Fire Captain and Chief Martin conducted the badge pinning with Billy's mom pinning the badge. Billy's Fiancé and family were also present.
- b. Apparatus: Engine 231 had a water leak and was repaired in house
- c. Call Response: A written report was provided to the Board.

- b. Personnel: Two new members will be starting next week. Two candidates are in the hiring process. Three new applications have been received.
- c. July Monthly Training: A written report was provided to the Board. No action taken.
- d. District Calendar: Calendar provided to the Board. No action taken.
- e. Strike Team: B/C Kemp is currently serving as a Strike Team Leader for the Whittier Fire. He is scheduled to be released tomorrow.
- f. Fire/E.M.S. Billing: Item will be put on next months agenda for consideration. Chief Martin will research options with Fire Recovery U.S.A. and Medic Ambulance.
- g. Chief Martin thanked members for working extra shifts to cover staffing vacancies. He again thanked Billy for his service to the District and congratulated him on his promotion. He also acknowledged and thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

11. CHAIRMAN'S COMMENTS

- a. Chairman Dittmer thanked Director Hakenen for his excellent work in managing the parcel tax process. He also thanked Billy for his service to the District and congratulated him on his promotion. Chairman Dittmer encouraged members to take advantage of the upcoming Driver Operator Training. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

12. BOARD MEMBER COMMENTS

- a. Director Kerlin also thanked Billy for his service to the District and congratulated him on his promotion. He thanked the Chief's wife for her support of her husband and the District. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.
- b. Director Hakenen also thanked Billy for his service to the District and congratulated him on his promotion. He also thanked his Fiancé and family for supporting Billy and his service to the District. He thanked the Chief for his efforts in controlling expenditures and staying within budget. He reminded the Board of the Special Meeting on the 17th. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.
- c. Director Vucurevich also thanked Billy for his service to the District and congratulated him on his promotion. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

13. ANNOUNCEMENTS

- a. Special Strategic Planning Meeting on July 17th
- b. Next Board meeting August 8, 2017 at 18:00 hours.

14. ADJOURNMENT

- a. Motion by Director Hakenen, second by Director Kerlin to adjourn meeting at 19:15 hours. Motion carried.

Respectfully submitted, Steve Vucurevich, Secretary