



CORDELIA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MINUTES

May 12, 2020 @ 6:00 pm
Cordelia Fire Station
2155 Cordelia Road, Fairfield, CA. 94534

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1. OPENING CEREMONIES: 6:00 pm.
 - a. Call to Order **Meeting called to order at 6:11 pm.
 - b. Pledge of Allegiance
 - c. Roll Call ** All members of the Board are present.
2. ADOPTION OF THE AGENDA: **On motion of McAlister, second by Senior, agenda was approved unanimously.
3. APPROVAL OF MINUTES:
 - a. Regular Board Meeting Minutes of April 14, 2020
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 in order 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.

**No comments
5. SPECIAL TAX / DEVELOPER FEE APPEAL:
 - a. A district parcel was inadvertently charged as a business and not a residence. Property owner was contacted and error corrected. **Director Frische and second by McAlister unanimously approved a \$118.68 refund to Mr.Connor.

6. CONSENT AGENDA:

- a. Review and possible ratification of District accounts payable transmittals for March and April 2020
**On motion of Frische, second by Langstaff, the consent agenda is approved unanimously.

7. BOARD COMMITTEE REPORTS:

- a. Special Tax – Vice Chairman Frische & Director Langstaff ** No Report
- b. Budget – Vice Chairman Frische and Chairman Dittmer. **Director Frische give an overview of the work done to date on the draft budget for 20-21
- c. Policies & Admin. – Director Langstaff & Director McAlister. **No report
- d. Ops. & Equip. – Chairman Dittmer & Director McAlister. **No Report
- e. Facilities – Director Senior & Director McAlister. **Director Senior reports out on some air conditioning work and plumbing work that has been in progress at the station. Director Senior is thanked by the board for all of the volunteer work and materials that have been donated. There will be some invoice for AC related materials.

8. OLD BUSINESS:

- a. 48/96 Work Schedule & payroll vendor. **This is still being worked on.
- b. Medical Director Update. **Still waiting for EMS to set an appointment for a site visit.
- c. LAFCO Fire District Study Update. **Rich Seithel gave a report on the status of the CityGate study. Draft report could come late May or Early June.
- d. Firesafe Council Update. **Chief Carpenter gave a report on the GVFSC.
- e. Approved Strategic Communication and Action Plan v12. **Director Langstaff gives a report on the Strategic Plan action plan. It will be presented to the GVLA Board on May 13, 2020.
- f. Vacaville Fire District Contract for services. **The Fire Chief gave an update on the Billings arrangements to date for fire prevention services, administrative services and mechanic services.

9. NEW BUSINESS:

- a. FSUSD Water Contract - Station 29 ** After much discussion, a plan was developed to check in with County Counsel and FFUSD in order to move toward re-establishing water service to the Fire Station.
- b. FY 2019/20 Special Tax Report and FY 2020/21 Special Tax Recommendation.
Director Frische gives an overview of recommendations and reporting for the special tax. **On motion of Frische and second by McAlister, approved unanimously. Adopt a Resolution to ***
- c. FY 2020/21 Special Tax Resolution for consideration and vote

10. COMMUNICATIONS/CORRESPONDENCE: **None

11. STAFF COMMENTS & REPORTS:

**The Fire Chief gave some recommendations as to the status and nature of the Fire Chiefs position and the future of the position. On possible option is to change the Fire Chief position to a volunteer position. This would solve many current issues. This is a very generous option of Chief Carpenter to give this recommendation and the Chief is thanked by the Board. There was much discussion about the future and many steps that need to be considered around this issue.

- Firefighters Association **A report was given. The wine tasting fundraising event has been canceled. There has been some issues with the current T shirt vendor.
- Apparatus
- Call Response
- Staffing
- Monthly Training
- Cost Recovery

12. CHAIRMAN'S COMMENTS: **The Chair thanked members of the Board and staff for all the various contributions to the District.
13. BOARD MEMBER COMMENTS: **All board member gave some sort of comment around the activities of the District.
14. ANNOUNCEMENTS:**None
15. CLOSED SESSION: **The Board goes into closed session at 7:28 pm.
 - a. Labor Negotiations
16. REPORT OUT FROM CLOSED SESSION (if applicable):The Board returns from closed session at 7:57 pm. There was no reportable action from closed session.
17. NEXT BOARD MEETING:
 - a. June 9, 2020 6:00 pm
18. ADJOURNMENT: **Frische, second by Senior