

**CLOVERDALE FIRE PROTECTION DISTRICT
MINUTES FOR SEPTEMBER 11, 2023
REGULAR MEETING**

**Regular meeting was called to order at 6:30 p.m. by Board Vice President Southard at Cloverdale Fire Station –451 S. Cloverdale Blvd., Cloverdale, CA
Date Posted: Pursuant to Government Code 54954.2, the agenda for this meeting was properly posted on September 8, 2023**

PLEDGE OF ALLEGIANCE: Led by Board Vice President Southard

ROLL CALL:

Directors Present: Directors Southard, Johnson, Taylor, Avansino
Directors Absent: President Pigoni
Others Present: Fire Chief, Jason Jenkins (via teleconference), Clerk of the Board, Michelle Black

AGENDA APPROVAL: Approved without change.

Director Taylor moved and Director Johnson seconded the motion to approve the Agenda without change.

Motion carried: Aye 4 No 0 Abstain 0 Absent 1.

PUBLIC HEARING: 2023-2024 Final Budget
Adjourned to public hearing at 6:31 pm
No discussion
Reconvene to regular session 6:32 pm

PUBLIC COMMENTS-GENERAL INTEREST: None

CONSENT CALENDAR:

1. Approval of Minutes for August 14, 2023 Regular meeting

Director Avansino moved and Director Taylor seconded the motion to approve the Minutes of August 14, 2023 Regular Meeting without change.

Motion carried: Aye 4 No 0 Abstain 0 Absent 1.

DISCUSSION/ACTION ITEMS:

1. **Bookkeeper Report:**
 - a.) Financial Report
 - b.) Approval of Claims

Cash balances as follows.

Institution	Amount	Purpose
Summit Bank Payroll	\$50,300.07	New Payroll account
Summit Bank	\$154,058.27	Operations/Checking
Summit Bank	\$214,114.00	Reserve-Apparatus Fund
	\$1,047,857.94	Cash Sweep
	\$135.00	Petty Cash
	\$0	CWPP Grant Funds – closed out
TOTAL CASH ASSETS	\$1,466,465.28	

Director Taylor moved and Director Johnson seconded the motion to approve the claims as presented.

Motion carried: Aye 4 No 0 Abstain 0 Absent 1.

2. Resolution 01-24 approving the 2023-2024 final budget
Chief Jenkins reported we made a few changes from preliminary to final budget. We used year-end actuals for tax income. Employee line items reflect the 5% salary increase. We need to flush out the \$137,500 from the County Enhanced Services Agreement. In recent discussions with Supervisor Gore, he agreed that we should receive half of the \$275,000 that is usually given because of the delay in LAFCO approval for the annexation which resulted in a delay of funds for the first half of the 2023-2024 fiscal year. If by chance we do not receive the \$137,500, we will have to remove that line item. We increased building maintenance by \$5000 for projects such as adding artificial turf in from the station and pad for parking the transport. An additional \$25,000 was added to extra help for increased part-time staffing since we are shifting away from stipend and moving toward part time wages.

Director Johnson moved and Director Taylor seconded the motion to Resolution 01-24 approving the 2023-2024 Final Budget.

Motion carried: Aye 4 No 0 Abstain 0 Absent 1.

3. Resolution 02-24 establishing the 2023-2024 appropriations limit

Chief Jenkins reported this is our annual adoption of the appropriations limit. Chief recommends using the county's formula for calculating the limit as we have always done in the past.

Director Avansino moved and Director Johnson seconded the motion to approve the 2023-2024 appropriations limit using the formula as set by the County of Sonoma in the amount of \$2,385,359.

Motion carried: Aye 4 No 0 Abstain 0 Absent 1.

4. Resolution 02-24 approving the side letter to the MOU with the Cloverdale Firefighters Association

Chief Jenkins reported we met with the ad hoc/negotiations group. Negotiations contact for labor issues is now James Tovani. Chief had a great conversation with new representative and both sides agreed on a 5% salary increase. Thanks to all involved. Chief Jenkins will be meeting with James once or twice a month to keep up on labor issues. Both the Chief and James agreed that we should have a labor rep from both departments.

Director Taylor moved and Director Avansino seconded the motion to approve the side letter to the MOU with the Cloverdale Firefighters Association for a 5% salary increase for one year.

Motion carried: Aye 4 No 0 Abstain 0 Absent 1.

REPORTS:

1. President's Report – carol on vacation. No report.
2. Fire Chief's Reports (including subcommittee reports for budget, apparatus, building & liaison) – Chief Jenkins reported there will be an ad hoc meeting coming up. Topics of discussion will include: FEMA grant (consultant to be hired), Quick Response Vehicle Program, 5-year strategic plan. • Our crew is back from strike team assignment. • The artificial lawn project is continuing.

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Landscafer is working on the irrigation. • We will be working with the city vegetation management people in the Clover Springs area throughout the winter. • We have three volunteers attending volunteer academy at the SRJC. • The volunteer association put up flags on labor day and today for 9/11. We dealt with a complaint from one business owner and resolved the issue. Director Johnson inquired about the meeting regarding the Quick Response Vehicle Program. Chief Jenkins reported Cloverdale Healthcare District is in favor of the plan. We will learn more at the ad hoc meeting, Chief Jenkins is in full support of program but would like a chance to digest everything. Chief Jenkins met with Cloverdale Healthcare reps and will be meeting with Bell's Ambulance. Conversations are continuing.

3. Volunteer Report –

GOOD OF THE ORDER: none

CLOSED SESSION: none

ADJOURNMENT: The meeting adjourned at 6:52 p.m. in honor of 343 firefighters and first responders and all that lost their lives on this day in 2001.

NEXT MEETING DATE: Regular Meeting October 9, 2023 at the Cloverdale Fire Station, 451 S. Cloverdale Blvd., Cloverdale, CA

Submitted:

Michelle Black, Clerk of the Board