

**CLOVERDALE FIRE PROTECTION DISTRICT  
MINUTES FOR FEBRUARY 9, 2016  
REGULAR MEETING**

**Regular meeting was called to order at 6:00 p.m. by Board Vice President Giovanatto 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 February 5, 2016**

**PLEDGE OF ALLEGIANCE:** Led by Board Vice President Giovanatto

**ROLL CALL:**

Directors Present: Directors Avansino, Southard, and Giovanatto  
Directors Absent: Director Giordano and President Johnson  
Others Present: Fire Chief, Jason Jenkins, Clerk of the Board, Michelle Black

**AGENDA APPROVAL:** Approved without change.

Director Southard moved and Director Avansino seconded the motion to approve the Agenda without change.

Motion carried: Aye 3 No 0 Abstain 0 Absent 2.

**PUBLIC COMMENTS-GENERAL INTEREST:** None

**CONSENT CALENDAR:**

1. Approval of Minutes for January 11, 2016 Regular meeting  
Typo on page 2, Item 1. Bookkeepers Report – should say President Johnson, not Southard.

Director Southard moved and Director Avansino seconded the motion to approve the Minutes of January 11, 2016 Regular Meeting with correction on Page 2, Item 1. Bookkeepers Report should say President Johnson, not Southard.

Motion carried: Aye 3 No 0 Abstain 0 Absent 2.

**PROCLAMATION/PRESENTATION(S):**

**PUBLIC HEARING:** None held

**DISCUSSION/ACTION ITEMS:**

1. **Bookkeeper Report:**

- a.) Financial Report
- b.) Approval of Claims

Chief Jenkins reported our tax revenue is on track. RDA transfer will be increased. The district budgeted \$135,000 for RDA transfer but anticipate this number to be a little over \$143,000. Employee costs are over budget due to strike team expenses. We will transfer money to apparatus after receiving April taxes. We still have some outstanding revenue expected and we may or may not need to borrow to the end of March. Strike Team revenue is estimated at \$460,000. It was very challenging to participate in strike teams to this level. Personnel costs are around \$250,000 with a net of \$205,000 which will be used to purchase much needed safety equipment and transfer for apparatus. Our fee schedule has made it possible to recover a net positive of \$747.26. We anticipate less than 25% of unrecovered expenses. The plan check program is running smooth. We have outstanding revenue

expected from the county for \$50,000 and Geyserville Fire Protection District of \$7,500 for fleet maintenance agreement.

Director Avansino moved and Director Southard seconded the motion to approve the claims as presented.

Motion carried: Aye 3 No 0 Abstain 0 Absent 2.

2. Non-MOU salary schedule for 2013 & 2014

Chief Jenkins reported we are presenting a salary schedule for non-MOU employees for 2013 and 2014.

Director Southard moved and Director Avansino seconded the motion to approve the Non-MOU salary schedule for January 14, 2013 and January 14, 2014 as presented.

Motion carried: Aye 3 No 0 Abstain 0 Absent 2.

**REPORTS:**

1. President's Report – none
2. Fire Chief's Reports (including subcommittee reports for budget, apparatus, building & liaison) – Chief Jenkins reported we brought on 2 out of district volunteers which puts us at our maximum at the moment; call participation is strong. • Chief Jenkins has been asked to be on 2 committees; School Master Plan regarding facilities for all schools and the Cloverdale Strategic Planning Community. Goals of the committee have yet to be discussed. • We have approximately 12 projects under way and have purchased a large white board and created a system to handle the management of the projects. • Chief Jenkins also reported that Cloverdale needs more answers to questions regarding the tax exchange agreement with the county before we move on additional collaboration with Geyserville. One of the original goals before the county fire study was to maintain Cloverdale staffing. Chief Jenkins feels that this should still be a priority for Cloverdale as the funding would be a valuable factor in planning for the future. Fire prevention issue is to remain in the contract per the county. This issue has been discussed at the Sonoma County Fire Districts Association and everyone is in agreement that this should not be a stipulation included in the contract. • Station repairs include a counter top; gas line for the outdoor BBQ and we are looking at LED lighting for our flag poles. • Swift water training was held in Hopland. We will be sending some of our members to Pride and Ownership seminar. • Calls for January – 78; 3 back to back calls; significant fires – structure fire in Healdsburg. • We will be participating in Citrus Fair parade and will man a booth at the fair giving out information and selling t-shirts. The volunteer appreciation dinner is on February 27<sup>th</sup>.
3. Volunteer Report –discussed above.

**GOOD OF THE ORDER:** Chief Jenkins reported we received a letter from Peter Bruland regarding a citizens advisory committee requesting the name of a person in our zone to serve on a 9-member panel. Chief still has some questions and needs clarification on some items. We would like to work with Geyserville to make sure a person familiar with fire districts be assigned to the panel. We will discuss at the March meeting.

**ADJOURNMENT:** The meeting adjourned at 6:37 p.m.

**NEXT MEETING DATE:** Regular Meeting date to be determined at the Cloverdale Fire Station, 451 S. Cloverdale Blvd., Cloverdale, CA