

**CLOVERDALE FIRE PROTECTION DISTRICT**  
**MINUTES FOR OCTOBER 12, 2016**  
**REGULAR MEETING**

**Regular meeting was called to order at 6:01 p.m. by Board President Johnson 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 October 7, 2016**

**PLEDGE OF ALLEGIANCE:** Led by Board President Johnson

**ROLL CALL:**

Directors Present: Directors Avansino, Southard, Giordano, Giovanatto and President Johnson

Directors Absent: None

Others Present: Fire Chief, Jason Jenkins, Clerk of the Board, Michelle Black

**AGENDA APPROVAL:** Approved without change.

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

Motion carried: Aye 5 No 0 Abstain 0 Absent 0.

**PUBLIC COMMENTS-GENERAL INTEREST:** None

**CONSENT CALENDAR:**

1. Approval of Minutes for September 12, 2016 Regular meeting

Director Giovanatto moved and Director Southard seconded the motion to approve the Minutes of September 12, 2016 Regular Meeting without change.

Motion carried: Aye 5 No 0 Abstain 0 Absent 0.

**PUBLIC HEARING:** None held

**DISCUSSION/ACTION ITEMS:**

1. **Bookkeeper Report:**

- a.) Financial Report

- b.) Approval of Claims

Chief Jenkins reported the revised fund balance statement/budget is being presented tonight. There were no changes to any line items numbers; only the format in which the fund balance is reflected. Cash balances as of 9/30/16 are as follows: Summit State Operating Account \$56,039.42; Summit Insured Cash Sweep (ICS) \$78,689; Exchange Bank payroll \$11,753.82 for a total of \$146,482.24. The District has received 6.6% of revenue to date. Estimated unanticipated revenue from strike team will be \$125,000. Employee costs are up due to strike teams. Fees for service are at 64.1% of budget. This year we have expended \$5,121.90 and collected \$5,128.00. The program is going smoothly. The city of Cloverdale is looking into purchasing a software that would allow applicants to apply for permits and pay permit fees electronically. Director Giordano inquired about multiple checks being written for the same vendor. The district has multiple accounts with AT&T and paying all accounts with one check caused problems with payments being applied correctly. Paying each account separately assures the payments are being applied correctly. President Johnson inquired about the timing of

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payments on strike teams. Chief Jenkins reported the turn-around time for receiving payments is much better than it used to be. Payments are received by the end of the fiscal year.

2. Follow up on final budget  
Chief Jenkins reported the issue discussed above in financial report. The bottom numbers were revised to reflect the actual fund balance.

3. Correspondence from Chris Thomas regarding support for Measure L.

Chief Jenkins reported we received a letter from Chris Thomas requesting support for Measure L which is regarding TOT in the unincorporated area of Sonoma County which channels a portion of the prop 172 funds to the fire service. This letter seems to be in line with the Sonoma County Fire Advisory Council. The concern is that this measure has no specific amount. The advertising fund is the portion that goes back to the fire service in the zone. Chief recommends submitting a letter of support for Measure L. Director Giovanatto disagreed with the recommendation to support the measure stating that she does not feel the Board of Directors should support any political measure as a matter of past practice. The board agrees to not take a position on the ballot measure and to reiterate that as a board of a public agency we will not take a position on any ballot measures.

Director Giovanatto moved and Director Southard seconded the motion not to take a position regarding Measure L and reiterate the District's position that we do not take a position on any ballot measures.

Motion carried: Aye 5 No 0 Abstain 0 Absent 0.

**REPORTS:**

1. President's Report – none
2. Fire Chief's Reports (including subcommittee reports for budget, apparatus, building & liaison) –  
Chief Jenkins reported our new accounting procedures are going well. We have a lot of support from the Sonoma County Bookkeepers Group as well as our auditor, John Blomberg. • Regarding the annexation of the Geysers, there has been a recent push for Geyserville to expand their sphere of influence. We will be meeting with Mark Bramfit (LAFCO), Geyserville committee rep, Michael Pigoni. LAFCO says the expansion of the sphere of influence would set the framework for future consolidation but does not force consolidation to happen. LAFCO feels it would help state to the county and the fire advisory council that we are serious about consolidation in the future. The sphere would include Sotytome, Knights Valley, Cloverdale, but not Healdsburg. Chief Jenkins recommends we take time to evaluate the issue. The sphere would take an estimated 4 months and require a new study in-house at a cost of \$6,000 - \$10,000. The county could possibly be paying for the study or the Districts can pay themselves. Chief Jenkins to evaluate further and provide a recommendation. • We will be evaluating options and continue to meet regarding the zone funding projects. • Regarding volunteer recruitment in the Palomino Lakes area, director Avansino directed Chief Jenkins to discuss some board concerns with legal counsel. • We will be having an open house on October 22<sup>nd</sup>. • Grocery Outlet project is pushing dirt and Cloverdale Family Apartments fire sprinklers are almost complete. • We resurfaced our parking lot. • we ran 137 calls for September; 3 back to back calls; significant call was the Saw Mill Fire. • The Sonoma County Fire Districts Association meeting is October 20<sup>th</sup> in Graton. • We will be hosting an EOC drill with the city and police department which will include a simulated earthquake on October 27<sup>th</sup> at 6:00 pm.
3. Volunteer Report –discussed above

**GOOD OF THE ORDER:** President Johnson thanked the members of Cloverdale Fire Department for their support during her difficult time at the loss of her husband, John E. Johnson. Director Giordano reminded the board that we will be cooking for the December volunteer association dinner meeting. We will assign duties at the November board meeting.

**ADJOURNMENT:** The meeting adjourned at 6:48 p.m.

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**NEXT MEETING DATE:** Regular Meeting November 14, 2016 at the Cloverdale Fire Station, 451 S. Cloverdale Blvd., Cloverdale, CA