

**CLOVERDALE FIRE PROTECTION DISTRICT  
MINUTES FOR NOVEMBER 18, 2024  
REGULAR MEETING**

**Regular meeting was called to order at 6:30 p.m. by Board President Pigoni 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 November 15, 2024**

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

**ROLL CALL:**

Directors Present: Directors Taylor, Richardson and President Pigoni  
Directors Absent: Directors Southard and Johnson  
Others Present: Fire Chief, Jason Jenkins, Clerk of the Board, Michelle Black

**AGENDA APPROVAL:** Chief Jenkins requested to add as Item #3 – Staff Report regarding the North County Fire JPA.

Director Taylor moved and Director Richardson seconded the motion to approve the Agenda with the addition of Item #3 – Staff report regarding the North County Fire JPA .

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

**PUBLIC COMMENTS-GENERAL INTEREST:** None

**CONSENT CALENDAR:**

1. Approval of Minutes for October 14, 2024 Regular meeting

Director Taylor moved and Director Richardson seconded the motion to approve the Minutes of October 14, 2024 Regular Meeting without change.

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

**PROCLAMATION/PRESENTATION(S):** None

**PUBLIC HEARING:** None held

**DISCUSSION/ACTION ITEMS:**

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

Chief Jenkins reported no significant changes from last month. Cash assets are as follows:

<b>Institution</b>	<b>Amount</b>	<b>Purpose</b>
Summit Bank Payroll	\$54,228.90	Payroll account
Summit Bank	\$194,856.86	Operations/Checking
Summit Bank	-\$45,949	Reserve-Apparatus Fund
	\$322,920.94	Cash Sweep
	\$135.00	Petty Cash
<b>TOTAL CASH ASSETS</b>	<b>\$526,192.70</b>	

The Apparatus fund will update once we receive Measure H funds. We still have outstanding revenues reimbursement from OES (approximately \$210,000; \$196,000 from CalFire ABH); Geysers tax share \$275,000; North County Fire JPA reimbursement of \$200,000; and the December tax distribution. In March we estimate receiving \$400,000 for measure H quarterly.

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

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

2. Resolution 05-25 approving the revised conflict of interest code

Chief Jenkins reported the county approached us to update our conflict of interest code referring to updated codes. We are keeping the same positions for Form 700 filers.

Director Taylor moved and Director Richardson seconded the motion to approve Resolution 05-25 approving the revised Conflict of Interest Code

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

3.

4. Northern Sonoma County JPA Staff Report – Chief Jenkins reported the ad hoc committee has been participating in very productive meetings. The key points of discussion – • Agree to pursue a more comprehensive JPA versus full consolidation. • Develop a guiding document for a 5-year plan. • Get employees working together and at each others station and build framework for a full consolidation if that is what we want to do in the future. • Develop a vision statement. • Branding and identification (websites, marketing, etc). • Create a clear vision of the JPA. Chief Jenkins created a draft vision statement and will hopefully present at the next meeting. • Make sure the boards are on the same page as we move forward. Director Richardson inquired clarification for rumors of full consolidation vs partial consolidation. We are looking at a more functional consolidation vs full consolidation at this time. We will clarify and solidify the path for the JPA moving forward. If approved, we will provide staff and both boards the staff report. The Chiefs will provide updates as we develop the JPA.

**REPORTS:**

1. President's Report – Director Taylor & President Pigoni attended the SCFDA meeting. President Pigoni attended the FRMS board meeting regarding potential renewals for medical and dental insurance. Will be meeting again in January.
2. Fire Chief's Reports (including subcommittee reports for budget, apparatus, building & liaison) – Chief Jenkins reported we completed the field work for the 23-24 audit. • Measure H – the county chiefs are working through legal counsel on documents for each agency to approve in early January. We may have to do a special meeting to approve the agreement. • We held a staff meeting today to discuss the direction for the boards and staff. • The dozer will be in the light parade in Geyserville. • We are planning an Engineer academy soon. • Our HFEO has been working on a dozer fire break above Geyserville. • We participated in a conference call with the builder of the type III; progressing. • City Manager, David Kelly will be leaving. Kevin Thompson will be the new City Manager. We wish him well. • Sliver of property on the north end of the Department's property is for sale. The Chief spoke to real estate agent about possibly purchasing that property to accommodate our growth. We envision having a mechanics shop on that property would be great. We have not put in an official offer yet. We could secure the property and build on it in the future.
3. Volunteer Report – As we grow and our reliance on volunteers is less and less. We are figuring out a way to keep the program going.

**GOOD OF THE ORDER:** The Fire Service Working Group is holding another fire station construction presentation and they are working on the annual reporting process for measure H funds. Dir Richardson

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suggests regarding the possible purchase of the adjacent property, assess the use of the parcel. If it is not a useful parcel, the price can be less; negotiable.

**CLOSED SESSION:** None

**ADJOURNMENT:** The meeting adjourned at 7:07 p.m.

**NEXT MEETING DATE:** Regular Meeting December 9, 2024 at the Cloverdale Fire Station, 451 S. Cloverdale Blvd., Cloverdale, CA

*Minutes approved as written – Motion/Second: Southard/Richardson Date: 2/10/2025*

*Michelle Black*

*Clerk of the Board*

02/10/2025

*Date*