

**CLOVERDALE FIRE PROTECTION DISTRICT
MINUTES FOR SEPTEMBER 9, 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 September 6, 2024**

PLEDGE OF ALLEGIANCE: Led by Board President Pigoni

ROLL CALL:

Directors Present: Directors Southard, Johnson, Taylor, Richardson and President Pigoni
Directors Absent: None
Others Present: Fire Chief, Jason Jenkins, Clerk of the Board, Michelle Black

AGENDA APPROVAL: Approved without change.

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

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

PUBLIC HEARING: 2024/2025 FINAL BUDGET

Adjourned to public hearing 6:31
No public discussion
Reconvene to regular session 6:32

PUBLIC COMMENTS-GENERAL INTEREST: None

CONSENT CALENDAR:

1. Approval of Minutes for August 12, 2024 Regular meeting

Director Taylor moved and Director Johnson seconded the motion to approve the Minutes of August 12, 2024 Regular Meeting without change.

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

PROCLAMATION/PRESENTATION(S):

PUBLIC HEARING: None held

DISCUSSION/ACTION ITEMS:

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

Chief reported cash assets as follows:

Institution	Amount	Purpose
Summit Bank Payroll	\$53,278.37	Payroll account
Summit Bank	\$236,033.78	Operations/Checking
Summit Bank	-\$45,949	Reserve-Apparatus Fund
	\$672,920.94	Cash Sweep
	\$135.00	Petty Cash

TOTAL CASH ASSETS	\$916,419.09	

We will have more details on item 2 final budget.

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

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

2. Resolution 01-25 approving the 2024-2025 Final Budget

Chief reported final budget reflects actual year end tax revenue and the salary increase . We anticipate that we will do a mid-year budget revision when we have solid figures regarding measure h and geysers tax share revenue. We increased workers comp line item which is the estimate for this year. The liability line items is the actual amount for this fiscal year. Training was increased due to more classes being taken.. Fuel and utilities were increased due to increased costs. The apparatus fund reflects actual debt service payments for the type 6 and type 1 and also a paydown for dozer. The first debt service payment for the dozer is due in July 2025. The CalFire dispatch remains at \$80,000. REDCOM is working on a JPA and will pay for dispatch costs out of Measure H funds. We are currently transferring \$600k from fund balance but will correct that when we do a budget revision.

Director Southard moved and Director Johnson seconded the motion to Approve the 2024-2025 Final Budget

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

3. Resolution 02-25 establishing the 2024-2025 appropriations limit

Chief Jenkins reported we are presenting the annual resolution for our 24/25 appropriations limit using the county’s formula. We have always used the county’s formula. The county will give guidance on how to adjust the limit due to Measure H. Director Richardson asked if the county will hang on to that money until next fiscal year. Chief responds we anticipate the first distribution of funds in February or March.

Director Johnson moved and Director Taylor seconded the motion to approve the 2024-2025 Appropriations limit at \$2,465,035.

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

4. Resolution 03-25 approving the 2024-2025 side letter to the MOU

Chief Jenkins reported we had a meet & confer ask from the group for a 1 year term. The Contract is identical with a 5% salary increase now; \$400 increase for the medical, dental and vision insurance, and an increase of \$100 towards uniform allowance (\$775). The next fiscal year we will look at pay parity. Although not stated in the Measure H language, most districts will try to do pay parity. President Pigoni commented the group’s request was reasonable. As we enter into negotiations. we will have to conduct a total benefits cost survey so we will be ready. We will be looking at other comparable districts and looking at a total compensation rather than just salary.

Director Southard moved and Director Richardson seconded the motion to approve the 24-25 side letter to the MOU.

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

5. Review of the Conflict of Interest Code

Chief Jenkins reported the conflict of interest code is reviewed every 2 years. President Pigoni reported we have not changed our positions so she recommends status quo.

REPORTS:

1. President's Report – none
2. Fire Chief's Reports (including subcommittee reports for budget, apparatus, building & liaison) – It has been a busy month for firefighters. Kyle assisted Hopland with the dozer OES assignment. 6555 is out on a strike team in the Sequoia National Forest. • Inspections are continuing. • We are replacing fence with chain link privacy slates on the north side of the station. • The FEMA grant group held a number of community meetings to gain community input and obtain permissions to submit to FEMA so we can get started on the fuel reduction work. • The next ad hoc meeting will be late September or early October.
3. Volunteer Report – none

GOOD OF THE ORDER: None

CLOSED SESSION: None

ADJOURNMENT: The meeting adjourned at 6:54 p.m.

NEXT MEETING DATE: Regular Meeting October 14, 2024 at the Cloverdale Fire Station, 451 S. Cloverdale Blvd., Cloverdale, CA

Minutes approved as written – Motion/Second: _____ *Date:* _____

Clerk of the Board

Date