

**KENWOOD FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
APRIL 12, 2022**

Minutes

MEETING: Meeting called to order at 16:00 hrs. Directors Cooper, Doss, Moretti, Atkin, Uboldi and Chief Bellach were present. Chief Bellach stated that item 5.d on the agenda of determining the FY22-23 Assessment Tax rate would only be a discussion of the options. The rate will be determined at the Public Hearing next month. The finance committee will do their report in item 5.d.

ROSTER REPORT: 20 Volunteers, 4 Part-Time and 5 Full-Time

APPROVAL OF CLAIMS: MSP Atkin/Moretti to approve CR #21-22-10 for \$67,315.00 and payrolls 03/11/22 for \$24,477.15 and 03/25/22 for \$36,697.25. Chief Bellach reported there was a change to the claims. The LN Curtis charges were removed, KFA will be paying for those items. The new claims total is \$67,315.00. Director Moretti asked if we have received the offset funding from Cal Fire for the pager grant. Chief Bellach reported the money has been received. Director Moretti asked if we had any budget vs actual items for discussion. Chief Bellach stated that we just got invoiced from REDCOM for the overage fees for this year. The cost is approx. \$1,700.00. Next year, we are still under contract with the County to pay for our dispatch fees. We will only need to budget for the guesstimated overages. Director Doss asked about the City of Santa Rosa, possibly getting involved in the ambulance contract for the County. Chief Bellach stated he has not heard anything in regards to that. Tomorrow is the SCFCA meeting and more information may follow.

OLD BUSINESS: MSP Doss/Atkin to approve the Consideration of Approval of video conference option under AB 361.

MSP Doss/Cooper to nominate Bill Norton from Sonoma Valley Fire as Alternate Special District Representative for LAFCO.

Setting a date for a Public Hearing and Notice in May, we need 15 days prior notification with 2 postings in the Press Democrat. We will also post online, Kenwood Press, at the station and at the shopping center. The Public Hearing will allow the public to speak in regards to the rates set by the District. Any questions or comments about an individual parcel can be discussed with the chief at a later time. The Public Hearing Meeting will be May 10th at 6:00 PM at the station. MSP Uboldi/Cooper.

Chief Bellach handed out the preliminary budget with the following changes: Added another \$55,000.00 to the secured property tax due to proposed increases projected. The dispatch fees were removed due to still being under contract with the County to pay for our fees next year. \$2,000.00 was budgeted for our projected overages next year. The appropriations for

contingency of \$15,000.00 was removed. A total of \$65,000.00 was added to the reserve fund for a total of \$165,000.00 being transferred.

Chief Bellach handed out an example of a discounted tax rate for the Public hearing. The rates were discounted at 20%. An estimation of \$417,048.00 was figured after all the corrections were done to the parcels. This would bring Residential/Commercial rates to \$.096 Sq. Ft. Vacant to \$80.00 ea. AG to \$13.00 per acre. A new cap for AG at 300 acres or more to \$3,900.00. For an estimated total revenue of \$330,600.00. Chief Bellach stated that he would feel comfortable with a \$30,000.00 buffer in case we had to distribute refunds due to incorrect data. Director Atkin reported on the Finance Committee's meeting. He stated that due to the county paying for our dispatch fees for another year, we would be saving an additional \$15,000.00 that could be put towards the reserve fund for a total of \$180,000.00 to be transferred. This preliminary budget still shorts the transfer to the reserves by \$30k-\$40k to fully fund it. One idea is looking to fund the reserves at the lower range. This would save approx. \$20,000.00. Another idea is to invest the reserve funds. One way is for the District to set up its own 501c 3. This would have to be looked at by District Council to see if this is even legal. Director Doss stated that KFA acts as our 501c3 in a way. They have been funding depreciation by making purchases for the District. The purchase of 3181 is a great example by KFA donating \$300,000.00 towards that purchase. The Board felt that this was something they would like to look into and to talk with council on our options. There are a lot of grants available to us. Director Atkin thought we should put out a note in the Kenwood Press looking for someone in the community to help write grants for us and make this an ongoing effort.

Director Moretti stated, looking at this preliminary budget, it reflects the two funding payments from the County. We did increase the secured property tax due to the historic numbers. The Chief was a little uncomfortable with those numbers. A fulltime position was added as well as an increase to the full-time salary positions as agreed. The budget does not show depreciation but the committee is aware of the issue. It was agreed that the amount needed to be funded to the reserve was at least \$200,000.00. Director Atkin brought up an idea to the Board, is our District big enough to afford a fulltime Chief? Hiring another Captain to relieve the Chief of being on the engine is something we need to look at. Kenwood School has the principal also acting as the superintendent.

What is our strategy for staffing, do we have a developed staffing strategy? Director Doss stated he felt that he could get a hold of the Chief anytime and understands he is working in two positions, but would be open to discuss it further knowing we have to look at the whole picture. Director Uboldi stated the overtime issues this year fall into that whole thing. He also felt that if you're the Chief here, you're always the Chief 24 hours a day. If Chief Bellach was not to work a shift and be full-time maybe he could work a shift to cover if someone was sick or on vacation. Director Cooper asked if there was any concern with the budget if we were have another fire in our District and Cal Fire not paying for the initial response equipment and crews like they did on the Glass Fire. Chief Bellach stated, yes there will always be an impact to the budget. Any units put on the incident after the initial response would get paid for and help offset the cost to the District, but it will never be 100%. Engineer Molesworth brought up

creating a onetime impact fee for new construction to create additional revenue. Chief Bellach added that he has someone lined up to talk to the Board about impact fees when they are ready.

Chief Bellach suggested that we create a Consolidation Standing Committee and have members from the Board as well as members from the Department be on the committee. Director Uboldi suggested that this committee be an ad hoc rather than a standing. This depends on when and if whoever we are in talks with would like to have a standing committee at that time. This would have to be discussed between both groups and be determined by them. Director Atkin stated that he felt the interest at stake is what is best for the community. This is the role of the Board. He would envision a 2 board member committee and it could transition from an ad hoc committee to a standing committee in time with additional members added. Director Atkin brought up the following questions that he thought should be addressed by a consolidation committee. One is economies of scale, such as joint purchasing, one area or place to conduct repairs, also what happens to the Measure E Tax? Does it go away? How can we make sure to the Kenwood residents, that their money is going to stay here in Kenwood? There needs to be a connection between the spending levels and increases of service levels and how that will happen and how funds will be determined for that. What will be the impact to our County Stabilization Funding Agreement? Who are the other Districts interested in consolidation? Director Moretti stated when we were in discussions last time, we had an issue on how to bridge the gap of funding due to bringing our current staff up to the level of pay as well as increasing the amount of firefighters on an engine. He also stated, there was a question that if this station were to close, would it be relocated to Glen Ellen. Chief Uboldi stated it would be important to find out the results of the consolidation of our neighbors, such as Bennet Valley and Glen Ellen. Director Atkin volunteered to be on this committee as well as Director Doss. Engineer Molesworth stated he would like to volunteer to be part of this committee as needed.

MSP Doss/Cooper to approve a 5% rate increase for the Preliminary Budget (Volunteer Stipends, Chief, Board Stipends, Part-Timers and Administrative). Chief Bellach stated that a 5% increase was put into the preliminary budget. Pay rate increases of 5% for the following: Chief, Assistant Chief, Part-Timers, Volunteer per call to \$12.00, Volunteer Stipend, Director Stipend and the Administrative Assistant. Director Moretti asked if this is the highest we could go with the increase. He would support a higher increase if we could do it. Chief Bellach stated that due to the 20% rule, we don't have much more room without going over. Director Cooper asked if we have an existing contract with the Full-time Firefighters. Chief Bellach stated that this salary/pay increase has nothing to do with the Full-time employees. The Full-time rates are only posted on the Salary Schedule due to having to post those rates by law. Director Doss stated he did not remember doing this last year. Chief Bellach added that raises have not been given to these positions for approx. 6 years.

CHIEF'S REPORT: Director Uboldi stated that there are possibilities of several more Ad Hoc or Standing Committees needed and that we should create them when needed. Chief Bellach stated that if anyone had a suggestion for a new committee to please let him know and he will add it to a meeting agenda.

Chief Bellach reported that we have received \$196,932.00 from the County. \$120,000.00 was for the stabilization funding. \$76,932.00 was the pro-rated share for the revenue sharing. Director Uboldi asked when we would receive our second deposit of our property tax revenue. Chief Bellach stated that we should receive it by next month.

GOOD of the ORDER: Director Moretti asked due to the current wind events, are we operating as if we were in fire season. Chief Bellach stated that we are not quite yet operating in fire season. Currently, we are still in winter vegetation response mode. No up staffing as of yet for this season. As of right now, we are not sure if the County will be putting up funds for upstaffing. This may limit us on the amount of up staffing we can do. Director Moretti stated that he would feel comfortable to pay for up staffing with an engine crew if need be.

Director Cooper reported that last week he attended the FDAC conference and he attended a class on wildland rescues. One of the topics discussed was how fire roads are not accessible for engines and even pick-ups, the use of all-terrain vehicles to get into the parks that can carry personnel and gear. He asked what would be the average hike time that we would have to do to get to a patient and can a vehicle like this even be used inside our parks. Would it be worth looking into purchasing one of these for the District? Chief Bellach stated that for most of the rescues we have had a helicopter that has been available and the hiking has been limited. The potential is there every time to possibly have an extensive hike. We just sent a crew up a couple of days ago to go in the Glen Ellen Station UTV to map out the roads and accessibility. Bellach believed a UTV could help us in Annadel, Hood and Sugarloaf. Santa Rosa just approved the purchase of an ATV for Station 7 and 4. We have those current UTV's available for Mutual Aid, but there is a long delay to get them here. Director Cooper asked to look into this and present it to the Board. This type of purchase could also be done through a grant.

Respectfully submitted,

Attest:
