

**KENWOOD FIRE PROTECTION DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MAY 10, 2022**

**MINUTES**

**MEETING:** Meeting called to order at 18:00 hrs. Directors Cooper, Doss, Atkin, Uboldi and Chief Bellach were present. Director Moretti was not in attendance. Director Atkin stated the Finance Committee met yesterday and requested that the approval of the Capital and Operating Budgets be moved to the next month.

**ROSTER REPORT:** 20 Volunteers, 4 Part-Time and 5 Full-Time. Chief Bellach reported that the employee out on works comp is now working light duty at 12 hours a week.

**APPROVAL OF CLAIMS:** MSP Cooper/Doss to approve CR #21-22-11 for \$28,295.11 and payrolls 4/8/22 for \$28,251.92 and 4/22/22 for \$25,974.62.

**OLD BUSINESS:** MSP Doss/Atkin to approve video conference option under AB 361.

Chief Bellach opened the public hearing stating this was to set the tax rates for FY 2022-23 assessment. Copies of the approved ordinance were available to the public to view. Appendix A of the approved max rates were shared. Residential and Commercial parcels at \$.12 SF, Vacant parcels at \$100.00 ea. and AG parcels at \$16.00 per acre with a max cap over 300 acres at \$4,800. Chief Bellach stated if anyone had questions in regard to their own parcels and what it is coded as or what their charge may be to please make an appointment with him and he would be happy to discuss this with you. The Board will listen to anyone that wants to discuss the rates. When everyone has had a chance to speak, the Board will then set the rate. Director Uboldi spoke in regards to the needed funding for the district and it was determined that \$300,000.00 would be needed for the next fiscal year. After reviewing the parcels and receiving information from the County that was not current and incorrect, the District did research on individual parcels and made changes to the parcel listings. It was determined that the actual total revenue we could receive would be over \$400,000.00. There were no questions or comments from the public. The Board proposed a discounted rate of 20% to all use code charges. Commercial and Residential at \$.096 SF, Vacant at \$80.00 ea. and AG at \$13.00 per acre with a max cap over 300 acres at \$3,900.00. Director Doss asked what is the total at this rate? Chief Bellach stated the new total would be \$330,000.00. MSP Uboldi/Atkin.

Approval of FY 2022-23 of the Operations Preliminary Budget moved to next month.

Approval of FY 2022-23 of the Capital Fund Preliminary Budget moved to next month.

Chief Bellach reported we have received 3 quotes to repair the fence that is adjacent with the property next door. A standard 6 foot fence like we have. Kenwood Fence came in with the lowest bid at \$4,278.00. Plus an additional \$500-\$700 to wrap the corner to replace the existing gate. The neighbor has offered to pay for half the fence. MSP Atkin/Doss to move forward with the Kenwood Fence quote.

MSP Atkin/Doss to create an ad hoc committee and then move to a standing committee when needed for Facilities & Equipment. Director Uboldi stated he would be on this committee. Director Cooper stated he would also be on the committee. Director Atkin stated he was looking at the KFA minutes from last month. He noticed that there were 3 items that KFA was looking into purchasing. His question is does the District have a priority list of items that we want to acquire next? He feels a committee of the Board could work with the Chief and coordinate with KFA, so we are working together and spending funds on the highest priority items. Director Uboldi stated that Captain Ghisla does the budget for KFA and maybe the Chief and the committee can meet with him to start discussing these items.

**CHIEF'S REPORT:** Chief Bellach reported on the current situation happening with the County and the contract with AMR for ambulance services. The contract was due to expire this year. Due to the bidders not being able to get the information needed with-in the amount of time, the County said they would extend the current contract another 18 months. AMR came back to the County and stated they would need to do a tiered response plan. A tiered response would be an as needed advance life support response. All 911 calls would be triaged and it would determine if advance life support or basic life support is needed. If it was determined that the call was ALS, they would send the closest ALS unit and possibly the closest ALS engine to respond. If it was determined the call was BLS, they would only send a BLS unit. This tiered response would cause AMR to hire more BLS units and have less ALS units available. Right now all calls receive an ALS response. There would be cases for BLS calls that the fire departments would not get dispatched. This would create some problems for not only Kenwood, but other areas and agencies in the County. One is by not dispatching the fire department to BLS calls, this would create much longer response times and the members of our community having to wait longer times. Also, a BLS call can turn into an ALS call. This could create an issue where, do they continue the BLS unit and then send a medic engine. Then does the medic go on the BLS unit and respond with them to the hospital. This would cause the medic engine to be out of service. Also, they could say continue the BLS unit and then start an ALS unit. This causing the ALS response time frame to be even longer. All together this could cause more ALS units to be pulled into the busy areas of the County and not be available for their own response areas. This was going to the BOS for approval. All the stakeholders got news of this (City, County, District) three days before it went to the BOS for approval. A meeting was called via zoom with all the stakeholders, AMR, REDCOM, and County to discuss this and advise this cannot be not done without input from everyone and the possibility of decreased services. After having this meeting, the tiered response was pulled and would be brought back to all groups once it is discussed in further details. Director Doss asked if there was anything we could do as a Board, like sending a letter to the BOS. Chief Bellach stated that it may be the best to go through the Sonoma County Fire Districts and have them support all of us as a whole.

Getting a time available for the Chief's Annual Performance Evaluation Date and Time for a Closed Session. Director Atkin wanted to get this on the calendar and thought this was a good practice. Director Uboldi felt that this should be brought to the HR Committee. Director Doss agreed and went into his HR report. (See below)

HR Committee member Director Doss reported that he looked at our current policies in regards to HR. We currently do evaluations on fulltime employees and part-time employees. We however do not do evaluations on the Chief. He would like to get this done sometime in June before the Chief leaves for vacation. Chief Bellach stated that we do not do administration evaluations or on volunteer firefighters. This is something we can do in the future. Director Atkin asked how would we do the evaluation on the Chief? Do we do it in closed session as a Board or do we have the HR committee do it in closed session and then report back to the Board in closed session. Director Doss stated that it can be done either way and it is up to the Board. He also called BC Sean Lacy from Sonoma Valley Fire and asked about what is the difference between our policies and theirs. He stated that we share the documents and certain documents are outlined just for Sonoma Valley vs Kenwood. We use Lexipol as our policy program. This is available online via an app and a hard copy is kept in the office.

Director Doss reported on the Consolidation Committee. They had their first meeting and took a look at all the information that we were looking into over the last few years with Sonoma Valley and the consolidation of Kenwood to Sonoma Valley. They also reviewed the MSR from LAFCO. Director Atkin reported and came up with some general questions in regards to consolidation. Consolidation has to benefit both agencies. There has to be some savings and efficiencies. The next step would be for the committee to figure out who they will seek answers from. Director Doss stated that the funding that we have received from the County, also implies that we make a good faith effort to explore consolidation. Chief Bellach asked if the committee could first sit down and speak with him. A lot of the questions could be answered in a meeting with him.

Director Atkin reported on the Financial Committee updates. At the last Board meeting we talked about being more aggressive in grant writing. He had someone approach him from the community that has experience writing grants and would like to help us. Chief Bellach has a list being populated for us to look at.

**GOOD of the ORDER:** Director Cooper asked what the status of the septic permit is. Chief Bellach stated that he received a small bill from Adobe for some plan changes, the permit is in review with the County. Director Uboldi asked for an update on the LED sign project and for the water tender. Chief Bellach reported that the sign project is moving forward. We made a wood sign that has the dimensions of the actual sign to figure out the best location. As of now, he felt the location of the sign will be best located down by where Café Citti used to be. He felt the sign being located at the stop sign is too congested. The water tender is making progress, it will be there a little longer than we expected. The rear compartment is almost finished. They have added some of the code 3 lights to the front. They just started raising the hose bed to be level with the cab. The light bar is not here yet. We hope no more than a month longer.

Respectfully submitted,

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Attest:

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