

**WOODBRIIDGE RURAL FIRE PROTECTION DISTRICT**  
**400 East Augusta Street - Woodbridge**  
**REGULAR MEETING – BOARD OF DIRECTOR’S**  
**November 21, 2022**

**CALL TO ORDER:** President Duke called the regular meeting of the Woodbridge Rural Fire Protection District Board of Directors to order at 10:06 a.m.

**ROLL CALL:**

Directors Present: David Duke, Thomas Alexander, Michael Manna, and Richard Gerlack  
Absent: Loren Moore  
Staff Present: Fire Chief Darin Downey, Operations Chief Brian Bernier, and District Secretary Diana Tidwell

**MINUTES:** On motion of Gerlack, seconded by Duke, the minutes of the regular meeting on October 18, 2022, were approved as received. All ayes. Motion carried unanimously.

**INVOICE COMMITTEE REPORT:** Director Alexander gave the Invoice Committee Report for the period ending October 30, 2022, which included reviewing the district’s bills and employee costs, and found them to be in order. On motion of Alexander, seconded by Gerlack, expenditures totaling \$452,168.92 for October 2022, were approved. Motion carried unanimously.

**DECEMBER INVOICE COMMITTEE:** Director Manna and Director Moore will serve on the Invoice Committee reviewing December 21, 2022, at 9:30 a.m. with the regular meeting following at 10:00 a.m.

**BUSINESS NOT ON AGENDA FROM PUBLIC:**

- A. NONE

**FIRE CHIEF’S REPORT:**

- A. Alarm & Fire Prevention Report:  
Chief Downey reviewed the Alarm and Fire Prevention Reports, and each board member received a copy. Alarm reports show 199 calls for the month of October bringing the yearly total to 1888 a decrease of 70 calls from the prior year. There were 30 fire inspections completed during the month of October.
- B. Annual Audit Update:  
Chief Downey advised that Pauline Sanguinetti from CSV will be at station 71 during the week of December 5th to begin the fiscal year 2021/2022 annual audit.
- C. America Rescue Plan Act (ARPA) Funds Update:  
Chief Downey advised he met with Supervisor Winn on November 9, 2022, to discuss ARPA fund requests. The first request is for a training facility and the second request is for a brand-new fire boat. The Offices of Emergency Services wrote a letter addressed to Supervisor Winn and County Administrator in support of new fire boat. The San Joaquin County Fire Chiefs Association Board has a meeting with Supervisor Winn and the County Administrator tomorrow, November 22, 2022, and Chief Downey will update the Board of Directors at the next regular meeting.
- D. Educational Revenue Augmentation Fund (ERAF)/Proposition 172:  
Chief Downey advised that the San Joaquin County Fire Chiefs Association Board will be meeting with Supervisor Winn tomorrow, November 22, 2022, to discuss plans for ERAF funds. He will update the Board of Directors at the next regular meeting.

**OPERATION CHIEF’S REPORT:**

- A. Academy 22-3:  
Operations Chief Bernier advised Academy 22-3 in final weeks and the three recruits are doing well. Academy graduation scheduled December 2, 2022, at 3:00p.m.

**CORRESPONDENCE:**

- A. Flag City Development:  
Chief Downey advised he received correspondence of developer plans in flag city totaling an estimated 3.1 million square feet. He will update the Board of Directors as he continues to hear more about the development.
  
- B. Christmas Events:  
District Secretary Diana Tidwell gave update regarding Christmas Events including Lodi Light Parade December 1, 2022, Annual Christmas Parade December 5, 2022, through December 9, 2022, Annual Toy Drive through December 17, 2022, and AWWF Christmas Dinner December 11, 2022.

**ACTION ITEMS:**

- A. ANNUAL PURCHASE OF 6 SETS OF TURNOUTS  
On motion of Alexander, seconded by Gerlack, approve purchase of 6 sets of turnouts from Cascade for \$19,249.27. All ayes. Motion carried unanimously.
  
- B. ANNUAL PURCHASE OF 6 SET OF WILDLAND GEAR  
On motion of Gerlack, seconded by Alexander, approve purchase of 6 sets of wildland gear from Cascade for \$4,094.87. All ayes. Motion carried unanimously.
  
- C. APPROVAL OF PURCHASE OF FIRE HOSE  
On motion of Gerlack, seconded by Manna, approve purchase of new fire hose from Cascade for \$10,401 using Measure U funds. All ayes. Motion carried unanimously.
  
- D. APPROVAL OF SURPLUSSING OF OLD ENGINE 74  
On motion of Gerlack, seconded by Alexander, approve surplussing of old Engine 74 for scrap metal. All ayes. Motion carried unanimously.
  
- E. APPROVAL OF SURPLUSSING OF OUT OF SERVICE BOAT  
On motion of Gerlack, seconded by Alexander, approve surplussing of out of service boat. All ayes. Motion carried unanimously.
  
- F. APPROVAL OF PALS MEASURE U REFUND  
On motion of Alexander, seconded by Gerlack, approve PALS Measure U refund for \$5,332. All ayes. Motion carried unanimously.

**CLOSED SESSION:**

- A. None

**BOARD COMMENTS:**

**ADJOURNMENT:** On motion of Duke, seconded by Manna, the Board of Directors meeting was adjourned at 10:58 a.m. All ayes. Motion carried unanimously.

**ATTEST:**

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DIANA TIDWELL, District Board Secretary