

WOODBIDGE RURAL COUNTY FIRE PROTECTION DISTRICT
400 East Augusta Street - Woodbridge
REGULAR MEETING – BOARD OF DIRECTORS
September 24, 2025

CALL TO ORDER: President Gerlack called the regular meeting of the Woodbridge Rural County Fire Protection District Board of Directors to order at 10:08 a.m.

ROLL CALL:

Directors Present: David Duke, Michael Manna, Richard Gerlack, Loren Moore and Thomas Alexander

Absent:

Staff Present: Fire Chief Darin Downey, Operations Chief Brian Bernier, and District Secretary Diana Tidwell

MINUTES: On motion of Moore, seconded by Duke, the minutes of the regular meeting on June 25, 2025, approved as written. All ayes. Motion carried unanimously.

INVOICE COMMITTEE REPORT: Director Duke gave the Invoice Committee Report for the periods ending June 30, 2025, July 31, 2025, and August 31, 2025 which included reviewing the district's bills and employee costs, and found them to be in order. Seconded by Director Moore. All ayes. Motion carried unanimously.

INVOICE COMMITTEE: Vice President Alexander and President Gerlack will serve on the Invoice Committee reviewing October 22, 2025, at 9:30 a.m. with the regular meeting following at 10:00 a.m.

BUSINESS NOT ON AGENDA FROM PUBLIC:

- A. Al Wolter advised he received his Measure U binder for review and he and Chief Downey will email the other Measure U Ad Hoc Committee members to meet and have Measure U audit ready to present to the Board of Directors at the next meeting.

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 185 calls for the month of August 2025, bringing the yearly total to 1425, an increase of 12 calls from last year. The district completed 15 fire inspections during the month of August.
- B. Academy Update:
Academy 25-1 is complete and three recruits started on line last week. The academy was very successful.
- C. Measure U Oversight Committee Meeting:
Chief will email Measure U Ad Hoc Committee and set up a meeting to audit Measure U financials. Will have audit for review and approval at next meeting.
- D. New Rescue:
Chief Downey presented all board members with an updated picture of the new rescue and advised that our team went back to Wisconsin two weeks ago for inspection. There were very few issues found. The new rescue should be shipped out here in the next few days to have equipment mounted and all electronics installed.
- E. Update on Training Facility:
The concrete is complete and they will be striping and seal coating existing asphalt in the front of the station on October 1st and 2nd. They will also start installing the gates on both sides of the station in the front. The classroom upgrades will start after all the concrete and fencing is complete. We have until December 2026 to use all of the allotted grant funds.
- F. Update on I5 Commerce Project:

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The I5 Commerce Project is currently in the environmental impact report phase. Chief Downey would like to have a Nexus study done in the near future to potentially increase the district impact mitigation fees.

OPERATION CHIEF'S REPORT:

- A. Operations Chief Brian Bernier advised there have been minor kinks on the dispatch side however the North County agreement for shared resources is going well.

CORRESPONDENCE:

- A. None

ACTION ITEMS:

- A. Approve Resolution 25-3 FY 25/26 Measure U Special Assessment:
On motion of Alexander, seconded by Manna, approve Resolution 25-3 FY 2025-2026 Measure U Special Assessment. All ayes. Motion carried unanimously.
- B. Approve Resolution 25-4 FY 25/26 Delta Special Assessment:
On motion of Alexander, seconded by Manna, approve Resolution 25-4 FY 2025-2026 Delta Special Assessment. All ayes. Motion carried unanimously.
- C. Approve FRMS Medical Benefit Program Special Assessment Payment:
On motion of Duke, seconded by Moore, approve payoff of FRMS 2023 and 2024 Special Assessment in the amount of \$124,900.23 using Reserve funds. Opposed by Vice President Alexander. Motion carried by Board majority 4-1.
- D. Approve New Medical Benefits Program Effective January 1, 2026:
On motion of Director Manna, seconded by Duke, approve Resolution 25-5 for all employees electing to be subject to the Public Employees' Medical and Hospital Care Act effective January 1, 2026, through CalPers. All ayes. Motion carried unanimously. On motion of Director Moore, seconded by Director Manna, approve Resolution 25-6 for all Board Members and Annuitants electing to be subject to the Public Employees' Medical and Hospital Care Act effective January 1, 2026, through CalPers. All ayes. Motion carried unanimously.
- E. Approve FY 23/24 Annual Audit by Croce, Sanguinetti, and Vander Veen:
On motion of Moore, seconded by Manna, FY 2023-2024 annual audit by Croce, Sanguinetti, and Vander Veen approved. All ayes. Motion carried unanimously.
- F. Approve FY 25/26 Final Budget:
On motion of Moore, seconded by Alexander, FY 2025-2026 budget approved in the amount of \$6,668,027. All ayes. Motion carried unanimously.

CLOSED SESSION:

- A. Workers Compensation claim pursuant to California Government Code Section §54956.95
Due to no change in status of Workers Compensation Claims the Board elected to not proceed with closed session.

BOARD COMMENTS:

- A. Director Gerlack and Director Alexander thanked Administration for the great reviews from Croce, Sanguinetti, and Vander Veen regarding the fiscal year audit.

ADJOURNMENT: On motion of Gerlack, seconded by Alexander, the Board of Directors meeting was adjourned at 11:38 am. All ayes. Motion carried unanimously.

ATTEST:

DIANA TIDWELL, District Board Secretary