

**WOODBIDGE RURAL COUNTY FIRE PROTECTION DISTRICT**  
**400 East Augusta Street - Woodbridge**  
**REGULAR MEETING – BOARD OF DIRECTORS**  
**December 18, 2024**

**CALL TO ORDER:** President Moore called the regular meeting of the Woodbridge Rural County Fire Protection District Board of Directors to order at 10:07 a.m.

**ROLL CALL:**

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

**MINUTES:** On motion of Gerlack, seconded by Duke, the minutes of the regular meeting on October 23, 2024, approved as written. All ayes. Motion carried unanimously.

**INVOICE COMMITTEE REPORT:** Director Gerlack gave the Invoice Committee Report for the period ending October 31, 2024, and November 30, 2024, which included reviewing the district's bills and employee costs, and found them to be in order. On motion of Gerlack, seconded by Duke, expenditures totaling \$486,231.94 for October 2024, were approved. All ayes. Motion carried unanimously. On motion of Gerlack, seconded by Duke, expenditures totaling \$452,286.42 for November 2024, were approved. All ayes. Motion carried unanimously.

**INVOICE COMMITTEE:** President Moore and Director Alexander will serve on the Invoice Committee reviewing January 22, 2025, 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 160 calls for the month of November 2024, bringing the yearly total to 2091, an increase of 34 calls from last year. There were 24 fire inspections completed during the month of November.

B. Training Tower Update:

Per Chief Downey the RFP process is complete and the job for concrete was awarded to LR Varwig and Sons. The electrical was completed, however there are changes that need to be made. The final part of the project after asphalt and concrete is classroom modifications. All ARPA funds need to be spent by the end of 2025.

C. I-5 Commerce Project Update:

An application has been filed for pre plan review. This will allow the district to determine if the building is fit for the lot per San Joaquin County standards. County stated that they will allow an amendment not to require the 33 parking spaces.

D. Strike Team Update:

All units have returned from strike teams.

E. City of Lodi Annexation:

Chief Downey met with Developers Tom Ducette, John Dentoni, and Matt Dobbins to discuss the Annexation of the West 1 and 2 which includes Vine Street all the way to Taylor Lane and Taylor Lane past Westgate. Developers are unsatisfied with paying the district for 15 years, however that is a part of the annexation process. Terms of payment were discussed, and LAFCO will not allow the annexation until an agreement with the district is met.

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**OPERATION CHIEF'S REPORT:**

- A. None

**CORRESPONDENCE:**

- A. The Measure U Ad Hoc Committee met November 25, 2024, and have completed their audit of the districts Measure U expenditures. Committee member Al Wolter advised all members agreed that funds continue to be in keeping with the intent of the Measure. The audit report has been posted to the district website for the public to access.

**ACTION ITEMS:**

- A. Approve Resolution 24-8 Authorizing Chief Downey to File on Behalf of Woodbridge Fire District an Application for Administrative Use Permit (Pre-application):  
Per Chief Downey Resolution 24-8 tabled until future meeting.
- B. Approve Proposal from CSI Consulting Group to Perform a Fire Impact Fee Nexus Study on Behalf of the District:  
Per Chief Downey the district has not received the proposal from CSI for the fire impact nexus study so approval of proposal tabled until future meeting.
- C. Approve Ratification of Contract (MOU) between the Woodbridge Fire Protection District and the Association of Woodbridge Firefighters (AWFF):  
Approval of contract moved to after closed session.
- D. Approve Contract (MOU) between the Woodbridge Fire Protection District and the Woodbridge Fire Mid Management (WFMM):  
Approval of contract moved to after closed session.

**CLOSED SESSION:**

- A. Negotiations pursuant to California Government Code Section §54957.  
The meeting convened into closed session at 10:26am  
The meeting reconvened into open session at 10:39am with the following action from the Board of Directors:
  - 1. Action Item C:
    - i. On motion of Gerlack, seconded by Duke, ratification of contract (MOU) between the Woodbridge Fire Protection District and the Association of Woodbridge Firefighters (AWFF) approved. All ayes. Motion carried unanimously.
  - 2. Action Item D:
    - i. On motion of Gerlack, seconded by Duke, contract (MOU) between the Woodbridge Fire Protection District and the Woodbridge Fire Mid Management (WFMM) approved with change of article XXXI to read only “The District will indemnify employees in accordance with applicable law.” All ayes. Motion carried unanimously.

**BOARD COMMENTS:**

- A. Director Gerlack wished everyone a Merry Christmas and Happy New Year and advised he is happy with the way 2024 progressed and excited for the new year.

**ADJOURNMENT:** On motion of Gerlack, seconded by Manna, the Board of Directors meeting was adjourned at 10:52am. All ayes. Motion carried unanimously.

**ATTEST:**

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DIANA TIDWELL, District Board Secretary