

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
September 13, 2017

Minutes

President McKenna called the meeting to order at 5:30pm.

Board Members Present: Directors Ek, Kiel, McKenna, Nelson, Raddatz and Vacio

Board Member Absent: Rickards

Staff Present: Fire Chief Brainard, Battalion Chief Marugg, and Administrative Officer/Finance Officer Harris

Approval of Agenda: Director Kiel asked that Item #9 be tabled and brought back for another meeting. By Board consensus, the Agenda was approved with no changes.

The Agenda for the Regular Meeting of September 13, 2017, was posted at the District Headquarters on Friday, September 8, 2017, at 5:00pm.

Pledge of Allegiance: Administrative Officer/Finance Officer Harris led the Pledge of Allegiance.

Public Communications: None.

Prior to the Closed Session, the Board held an open and public session to identify its negotiators, the real property which the negotiations may concern, and the persons with whom its negotiators may negotiate. Regarding Item #1, identified as Agency Negotiator is Fire Chief Brainard, Negotiation Party is property owner Trevor Jenson, and Under Negotiation is the price and terms of payment. Regarding Item #2, identified as Agency Negotiator is Fire Chief Brainard, Negotiation Party is Scott Brown, and Under Negotiation is the price and terms of payment. Regarding Item #3, identified as Agency Negotiator is Fire Chief Brainard, Negotiation Party is McKee Properties, and Under Negotiation is the price and terms of payment. Regarding Item #4, identified as Agency Negotiator is Fire Chief Brainard and Legal Counsel Joseph Sanchez, Negotiation Party is Unrepresented Employees: Suppression Personnel. The District's consultant for real properties, George Tockstein participated in Closed Session for all real property discussions.

CLOSED SESSION

President McKenna adjourned the meeting to Closed Session at 5:37pm.

1. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)
Property: APN 387-142-36-00
Agency Negotiator: Fire Chief Brainard
Negotiation Parties: Trevor Jenson
Under Negotiation: Price and Terms of Payment

2. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)
Property: APN 388-202-24-00
Agency Negotiator: Fire Chief Brainard
Negotiation Parties: Scott Brown
Under Negotiation: Price and Terms of Payment

3. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)
Property: APN 388-291-24-00
Agency Negotiator: Fire Chief Brainard
Negotiation Parties: McKee Properties
Under Negotiation: Price and Terms of Payment

4. Closed Session – Conference With Labor Negotiator (Government Code §54957.6)
Agency Negotiators: Fire Chief Brainard
Joseph Sanchez
Employee Organization: Unrepresented Employees: Suppression Personnel

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 6:27pm and will reconvene to Closed Session after all Open Session items have been discussed.

CONSENT AGENDA ITEMS

Upon a motion by Director Nelson, second by Director Raddatz, and vote (Ek, Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Rickards absent) the Consent Agenda was approved.

5. Approve the Minutes: Regular Meeting of August 9, 2017

6. Approve Board Member Stipend Payments.

ACTION AGENDA ITEMS:

7. District Reorganization –Upon a motion by Director McKenna, second by Director Vacio, and vote (Ek, McKenna, Nelson, Raddatz and Vacio in favor; Kiel opposed;

Rickards absent) to reclassify the Administrative Specialist position to an Accounting Specialist, was approved.

Upon a motion by Director McKenna, second by Director Ek, and vote (Ek, McKenna, Nelson, Raddatz, and Vacio in favor; Kiel opposed; Rickards absent) to reclassify the Division Chief position to a Deputy Chief and designate the Fire Chief to appoint, was approved.

8. Vehicle Purchase – Fire Chief Brainard discussed an overview of the District Fleet and asked that his original request of purchasing two vehicles be amended to purchasing one vehicle at this time. This will allow for staff to review the District’s fleet and finalize a replacement schedule. Upon a motion by Director Raddatz, second by Director Nelson, and vote (Ek, Kiel, McKenna, Nelson, Raddatz, and Vacio in favor; Rickards absent) to approve the purchase of the Command Capable Emergency Vehicle – Chevy Tahoe as outlined in the Chief’s Report.
9. Public Hearing – 2017/2018 Fiscal Year Final Budget – President McKenna opened the public hearing at 7:06pm to invite comments and questions from the audience. President McKenna noted no public comment was forthcoming, and closed the public hearing at 7:06pm. Upon a motion by Director McKenna, second by Director Raddatz, and vote (Ek, McKenna, Nelson, Raddatz and Vacio in favor; Kiel opposed; Rickards absent), to accept the 2017/2018 fiscal year final budget with the changes agreed to in the Finance Committee Meeting, was approved. Director Kiel made an alternate motion to table Item #9 for a future meeting, motion dies for lack of a second to the motion.

INFORMATIONAL AGENDA ITEMS:

10. Station Relocation Consultant – The Fire Chief introduced George Tockstein as the relocation consultant and gave a brief history of his background. Director Kiel asked that an agenda item be added for the next meeting to discuss the scope of work for the consultant.
11. Transition Cost Update – Administrative Officer/Finance Officer Harris gave an update of the transition costs with a handout of the start-up costs. This item will be removed from future agendas.
12. CSA 115 Update – Fire Chief Brainard discussed that there is no new information relating to CSA 115 and the focus for now is relocating Station 19.
13. Reports:
 - a. Committee Reports: Director Raddatz provided an overview of the information that the Finance Committee reviewed at their last meeting. The Finance Committee reviewed the Preliminary Budget and discussed streams of revenue. Fire Chief Brainard is in the process of evaluating that each contract the District

has is current with the revenue that is being received. There was Board consensus to give the Fire Chief direction to evaluate the State of the District and report back to the full Board.

- b. Directors Reports: Director Ek reported that he did a ride-a-long with a few of the District's Battalion Chiefs and encouraged the Board to do the same. Director Nelson attended Grossmont College's 9-11 ceremony and gave an update on his experience.
- c. Monthly Activity Report: Fire Chief Brainard is working on a new format for the call information and will be providing it in the Monthly Activity Report next month. Chief Brainard reported that station personnel are going above and beyond their daily job duties and making this District a stand out department.
- d. Association of San Miguel Firefighters Communications: Association President Kurt Fryling gave an update to the Board of Directors on several topics that the Association is involved in and wanted to thank each Board Member for their dedication to the District.
- e. Correspondence: none.
- f. Action Plan Recap:
 - Revenue projections for the past ten years be presented to the Board
 - Addresses to be added to the Closed Session items
 - Agenda item to be added to discuss scope of work for Station Relocation Consultant
 - Report of the State of the District (Fleet, Facilities, etc.) and brought forward in December

CLOSED SESSION

President McKenna adjourned the meeting to Closed Session at 7:39pm.

1. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)

Property:	APN 387-142-36-00
Agency Negotiator:	Fire Chief Brainard
Negotiation Parties:	Trevor Jenson
Under Negotiation:	Price and Terms of Payment
2. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)

Property:	APN 388-202-24-00
Agency Negotiator:	Fire Chief Brainard
Negotiation Parties:	Scott Brown
Under Negotiation:	Price and Terms of Payment

3. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)

Property:	APN 388-291-24-00
Agency Negotiator:	Fire Chief Brainard
Negotiation Parties:	McKee Properties
Under Negotiation:	Price and Terms of Payment

4. Closed Session – Conference With Labor Negotiator (Government Code §54957.6)

Agency Negotiators:	Fire Chief Brainard Joseph Sanchez
Employee Organization:	Unrepresented Employees: Suppression Personnel

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 8:35pm and noted direction was given to Fire Chief Brainard to negotiate a lease for the 719 Bradley property.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, September 27, 2017, at 5:30pm, at District Headquarters.

President McKenna adjourned the meeting at 8:35pm.

Prepared and Submitted by:

Leah Harris

Administrative Officer/Finance Officer
Board Recording Secretary