

**San Miguel Consolidated Fire Protection District  
Regular Meeting of the Board of Directors  
March 14, 2018**

*Minutes*

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

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

Staff Present: Fire Chief Brainard; Administrative Officer/Finance Officer Harris and Administrative Assistant Rians

Approval of Agenda: By Board consensus, the Agenda was approved.

The Agenda for the Regular Meeting of March 14, 2018, was posted at District Headquarters on Friday, March 9, 2018, at 5:00pm.

Pledge of Allegiance: Director Vacio led the Pledge of Allegiance.

Public Communications: Resident Glenn Harris spoke about Fire Prevention Services and weed abatement, with concern that the process of notifying and posting property owners takes months. Mr. Harris requested the District review protocol and determine if there is a way to proactively notify properties that receive abatement notices every year.

Resident Kurt Fryling spoke in favor on Item #5 and discussed the reasons why he felt the apparatus need to be purchased at this time.

**CONSENT AGENDA ITEMS**

Upon a motion by Director Rickards, second by Director Vacio, and vote (Unanimously in favor) the Consent Agenda was approved.

1. Approve the Minutes: Regular Meeting of February 14, 2018.
2. Approve Board Member Stipend Payments.
3. Approve Resolution 18-2 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District to participate in the San Diego County Fire Mitigation Fee Program.

## **ACTION AGENDA ITEM**

4. Unserved Island #4 Parcel Annexations – Chief Brainard presented maps and supporting documents for annexing 10 parcels into the District’s sphere of influence. This request was brought forward by The San Diego County Fire Authority. The majority of Island #4 is primarily unserved San Diego National Fish and Wildlife Refuge Land and Sweetwater Reservoir, extending south from the southern border of Spring Valley. The clear majority of this land is protected open space and will never be improved upon or generate any revenue for San Miguel. There is no fiscal impact due to the County of San Diego paying all costs associated to the LAFCO fees and needed boundary surveys.

Director Kiel wanted clarification regarding how the land was accessible. Fire Chief Brainard explained that access to this area historically has been by helicopter due to the steep rugged terrain. Director Nelson asked that since most of the land is considered Fish and Wildlife, what the potential growth and revenue would. Fire Chief Brainard discussed that annexing the parcels that already within The District’s boundaries makes the most sense. Director Raddatz stated that adding parcels to The District’s map might be a benefit when requesting grants. Director Rickards asked if part of the land was Protected Nature Preserve and if there were issues with annexing it. Fire Chief Brainard noted that yes, part of the land is protected, but there are no issues with annexing it.

Upon a motion by Director Rickards, second by Director McKenna, and vote (Unanimously in favor) Unserved Island #4 was approved to annexed into the District’s Sphere of Influence.

5. Purchase of Apparatus – Director Nelson needed clarification on the staff report and Fire Chief Brainard went into detail on the recommendations indicated in the report.

Director McKenna discussed her reasoning why she cannot support the purchase of two apparatus at this time. She stated that she would like to see the recommendation be brought to the Finance Committee and discussed for the next budget cycle. Director McKenna mentioned that keeping the District’s Reserve Fund balances at a stable level will help with the Moody’s rating. Administrative Officer/Finance Officer Harris confirmed the rate for 2017 is Aa3 and had raised from the previous year. Director McKenna stated that the District in the past year took delivery on two apparatus. Director McKenna discussed that there are many items that need to be discussed, including fleet and does not support the purchase of the apparatus without it being discussed in the next budget cycle. Director McKenna asked Fire Chief Brainard the following questions: Is equipment included in the price of the apparatus and what is the plan for the Spartans? Fire Chief Brainard answered that the equipment is not part of the purchase price and will need to be purchased and that the Spartans will continue to be used as front-line apparatus and they are both going to be out of service for warranty work (apparatus will be out of service at different times).

Director Kiel requested the balance of the Vehicle Reserve Balance. Fire Chief Brainard stated the fund has approximately \$1.7 million in the account. Director Kiel mentioned that in previous discussions regarding the status of the fleet, the truck was always

mentioned as being the piece of equipment that needed to be replaced next. He asked the Chief why there was now a change of needs. Chief Brainard stated that per North County EVS, Inc., the truck is in good condition and the District can get another two to three years of service out of it. He mentioned that Type 1 Apparatus are the core business of the District and with as many times as these apparatuses are being brought in for service, this needs to be priority of the District. Director Kiel again stated that the last report the Board of Directors received regarding the fleet, the truck was showing significant repair costs to keep it in service. His concern is not having enough in the Vehicle Reserve Fund to purchase a truck when it is needed, and he feels it is sooner than two to three years.

Director Vacio asked if the Vehicle Reserve Fund could be used for anything other than the purchase of vehicles and how much is in the account. Administrative Officer/Finance Officer Harris stated that each the Board Policy has earmarked \$500,000 to be put into the Vehicle Reserve Fund. The Board of Directors has the ability to use the funds in this account for other items, but that would require an action taken by the Board. Ultimately this Reserve Fund is for the purchase of apparatus and equipment only. Director Vacio stated that he is in favor of the purchase of two apparatus this fiscal year.

Director Nelson asked the Fire Chief some technical questions regarding newer apparatus. Louis Marro, President of North County EVS, Inc. discussed some changes in diesel and gasoline equipment.

Director Rickards discussed that he is in favor of purchasing the apparatus overall, he does believe that the timing of the purchase isn't ideal. He would like to see discussion on the purchase at a few meetings, and then make a final determination. He would like the Finance Committee to review the information and bring a recommendation back to the Board of Directors. He would also like the District to have a replacement schedule, so the Board of Directors can see what needs to be replaced in the future.

Fire Chief Brainard discussed the reason why he brought the recommendation of the purchase up at this time and not at the next budget cycle. The Apparatus Committee finished reviewing the specifications of the Type 1 Engine and brought a price forward from Pierce. Fire Chief Brainard felt he needed to bring this information forward because of the potential savings.

Director Nelson made a motion to approve the purchase of two apparatus in the current fiscal year, second by Director Kiel and with additional discussion, the motion was removed by Director Nelson.

Director Raddatz discussed the age of the fleet and his concern of the grossly aging fleet. Director Raddatz stated that Fire Chief Brainard is bringing forward a recommendation and he would like to see this information discussed at the Finance Committee.

Upon a motion by Director Nelson, second by Director Raddatz and vote (Ek, Kiel, McKenna, Nelson, Raddatz, and Vacio in favor, Rickards opposed) to purchase two

apparatus through the HGAC Contract and have the Finance Committee bring back their recommendation on how and when the procurement of the equipment is going to happen.

**INFORMATIONAL AGENDA ITEMS:**

6. CSA 115/LAFCO Application Update. Fire Chief Brainard provided an update on the LAFCO application and that all required information was submitted to LAFCO. Attorney Sanchez reported that he met with Lakeside's Legal Counsel, and it has been agreed upon that \$400,000 will be paid to San Miguel Fire District as a one-time lump sum payment.
7. Station 19 – Temporary Facility Update. Consultant George Tockstein reported construction and the permitting process are moving along. Anticipated operational date for Temporary Station 19 is April 1, 2018.
8. Reports:

- a. Committee Reports: None
- b. Directors Reports: Director Nelson shared an operational observation regarding Africanized Bees during his recent trip to Costa Rica.

Director Vacio commended everyone that participated in Valhalla High School's "Every 15 Minutes" event on a job well done.

Director Ek applauded Battalion Chief Browning and Station 14's C Shift for their participation in Read Across America Day at Bancroft Elementary, and stated that San Miguel Firefighters are positive role models.

- c. Fire Chief Brainard reported that the Reserve Program is underway. The program was inactive during the CAL FIRE Contract and is active again with the goal of gaining 6 Reserve Firefighters. This program provides on-the-job training and no additional cost to the District. Applications received include 8 individuals that have already completed a FF1 Academy, as well as 11 individuals that hold active Paramedic licenses. The next steps in our Reserve process is a written exam, oral interview, and a 10-day training and orientation session.

Fire Chief Brainard reported San Miguel's Explorer Program is also doing well, with 8 active Explorers and the goal to expand to 15 Explorers. San Miguel recently donated gear to the Hemet Fire Department and are gathering additional items to donate to The Kevin Woyjeck Explorers for Life Association, Inc.

Fire Chief Brainard reported the 60-day letters have been sent regarding the sale of Station 19 on Clarendon St.

Fire Chief Brainard anticipates having our Organizational Analysis completed in April 2018.

He also presented handouts regarding San Miguel response times and total number of calls. Director McKenna thanked the Chief for providing such comprehensive reports.

- d. Association of San Miguel Firefighters Communications: President Kurt Fryling shared that the Association had a softball game today and is continuing to engage with the community.

The Association of San Miguel Firefighters is continuing to assist the Hauer Family utilizing approximately \$18,000 raised to outfit one of the bedrooms damaged in their fire.

The Association is happy to welcome Daniel Eric Benton, born 3/13/2018 and weighing in at 6 lbs., 14 oz.

Captain Fryling shared his appreciation for Firefighter Steve Moran (currently serving as a Fire Inspector and Public Information Officer), who is retiring effective March 20, 2018.

Mike Hays presented a video he compiled of the Hauer residential fire and Captain Fryling's recollection of it. In addition to commending crews for their excellent work on the call, Fire Chief Brainard also noted E22 looked shiny and brand-new despite being 13-years-old and having over 100,000 miles.

- e. Correspondence: None

- f. Action Plan Recap:

- Review process timeframe regarding Fire Prevention Services and handling of properties that are repeatedly reported for abatement.
- The Finance Committee will meet regarding procurement of two new apparatus.

**Next Meeting:** The next meeting of the Board of Directors will be a Special Meeting on Wednesday, March 28, 2018, at 10:00 am, at District Headquarters.

President Raddatz adjourned the meeting at 7:14 pm.

Prepared and Submitted by:

*Shayna Rians*

Shayna Rians  
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Board Recording Secretary