

**San Miguel Consolidated Fire Protection District  
Regular Meeting of the Board of Directors  
May 9, 2018**

***Minutes***

President Raddatz called the meeting to order at 5:33 pm.

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

Board Members Absent: None

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

Approval of Agenda: Director Kiel requested consent agenda items 5, 6, 7, 8 and 9 be pulled for individual discussion. **By Board consensus, the Agenda was approved.**

The Agenda for the Regular Meeting of May 9, 2018 was posted at District Headquarters on Friday, May 4, 2018, at 5:00 pm.

Pledge of Allegiance: Fire Chief Brainard led the Pledge of Allegiance.

Public Communications: Kyle Root, Captain at Station 19 C Shift and Advisor for San Miguel's Explorer Post 2202 introduced Joe and Anna Woyjeck. The Woyjeck family are the founders of the Kevin Woyjeck Explorers for Life Association, Inc. Their son, Kevin, was one of 19 Granite Mountain Hotshots killed by a burn over in 2013. They give and take donations to benefit Explorer programs throughout the country. To date, they have donated over \$220,000 in equipment and scholarships to Explorers pursuing careers as first responders. Tonight, they are donating 10 new structure helmets as well as a \$1,000 check towards the purchase of 10 new wildland helmets for our Explorers, on top of previously donated turnout and leather structure boots.

Explorer Lieutenant Tyler Quinlan introduced all the Explorers in attendance: Preston Root, Peter Jarchow, Alfredo Acosta, Blake Riley, and Andrew Fleck.

Director Raddatz expressed his appreciation to the Explorers for beginning their career path into firefighting with San Miguel.

**CONSENT AGENDA ITEMS**

**Upon a motion by Director Rickards, second by Director McKenna, and vote (Unanimously in favor), the Consent Agenda was approved (minus items 5, 6, 7, 8 and 9).**

1. Approve the Minutes: Regular Meeting of April 11, 2018.  
Regular Meeting of April 25, 2018.
2. Approve Board Member Stipend Payments.

3. Receive and File Quarterly Investment Report in Accordance with California Government Code.
4. Credit Card Expenditures Review – The Board of Directors will review credit card expenditures of the Fire Chief and Administrative Officer/Finance Officer.
5. Receive and File 2017 Audit Report in Accordance With the California Government Code – The Board of Directors will receive and file the District’s FYE 2017 audit report.

Administrative Officer/Finance Officer Harris introduced Brenda Hunt, Senior Manager from Squarmiler. Director Kiel sought clarification between last fiscal year’s budget deficit compared to this year’s budget surplus. Director Kiel explained understanding where we stand with the current budget will affect his stance on the subsequent agenda items relating to Special Benefit Taxes. Administrative Officer/Finance Officer Harris and Senior Manager Hunt answered questions of the Board.

Upon a motion by Director Vacio, Second by Director Nelson, and vote (unanimous to accept audit for FY 2016/2017)

6. Approve Resolution 18-5 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Benefit Tax for Fire Suppression and Emergency Services (Crest Area) for Fiscal Year 2018/2019.
7. Approve Resolution 18-6 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Benefit Tax for Fire Protection and Emergency Medical Services (Bostonia Area) for Fiscal Year 2018/2019.
8. Approve Resolution 18-7 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Benefit Tax for the Provision of Advanced Life Support (Paramedic/Firefighter) Engines for Fiscal Year 2018/2019.
9. Approve Resolution 18-8 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Tax for Fire Suppression, Protection and Emergency Medical Response Services (Proposition E) for Fiscal Year 2018/2019.

Director Kiel feels assessments should not be raised if we have a surplus of funds, and although residents approved the implementation of this benefit fee, they did not do so expecting an annual increase. Directors Ek, McKenna, Nelson, Raddatz and Rickards agreed that they do not want to increase the benefit fee, but it is necessary for long term stability of the District. San Miguel needs adequate funds for salaries, equipment, apparatus, and facilities, and raising these taxes is the only way to ensure reliable resources to provide excellent services to our communities.

Upon a motion by Director Nelson, second by Director Vacio, and vote (Ek, McKenna, Nelson, Raddatz, Rickard and Vacio in favor, Kiel opposed), Resolutions 18-5, 18-6, 18-7 and 18-8 were approved.

## ACTION AGENDA ITEMS

10. Training Facility Lease Termination – The Board of Directors may take action to terminate the Training Facility lease agreement with Otay Water District.

Chief Brainard shared that San Miguel would be relieved of all responsibility and liability in terminating the lease agreement with Otay Water District. This allows County Fire to move in and they are very cordial in allowing us to use the property for future training, should we need. Director Nelson sought clarification that we would be absolved of all liability relating to the property, and Legal Counsel confirmed this agreement relieves us of *all* obligations pertaining to the property.

Upon a motion by Director Kiel, second by Director Ek, and vote (unanimously in favor), terminating the lease agreement with Otay Water District was approved.

11. Heartland Communications Facility Authority JPA Agreement Amendment – The Board of Directors may take action to approve the Viejas Band of the Kumeyaay Indians Becoming a Member of the Heartland Communications Facility (HCFA) Authority Joint Powers Authority (JPA).

Chief Brainard explained that Heartland dispatches approximately 500 calls per year under contract with Viejas. Viejas has applied to become a member of the JPA. Director Kiel asked why Viejas wanted to become members, and Chief Brainard explained membership would give Viejas a say in how business is conducted, as well as save them money on their per-call expense. Director Kiel did not see how the change would benefit us, but it is of neutral impact to us, having no fiscal impact on San Miguel.

Upon a motion by Director McKenna, second by Director Nelson, and vote (unanimously in favor), membership of Viejas into the HCFAJPA was approved.

12. Commission of Real Estate Company for sale of Station 19 (Clarendon) – The Board of Directors may take action to hire a real estate company to assist in the sale of property at 1273 Clarendon Street, El Cajon, California 92021.

Chief Brainard shared that the 60-day “Due Diligence” window to advertise the property to surrounding government entities has passed. Chief Brainard foresees challenges in selling old Station 19, as it is a one-bedroom residential property inches from a commercial property. AMR and other ambulance companies did not express interest in potential use of the property. Chief Brainard has spoken to a few different real estate specialists that quoted a 6% commission rate and potential sale prices ranging from \$150,000 to \$450,000 but would like to commission Berkshire Hathaway Home Services for the sale of the property as they have already done a lot of work pro bono and have quoted a lower total commission of 5%. Director Kiel stated he would like to see more real estate specialists listed and more negotiation in paying lower commission. Director Nelson expressed concern that we were moving towards selling the property too quickly as we have not yet moved into the new

station. Chief Brainard reiterated that he would like to move forward with the sale while we are still in a sellers' market.

Upon a motion by Director Vacio, second by Director McKenna, and vote (Ek, McKenna, Raddatz, Rickards and Vacio in favor, Kiel and Nelson opposed), hiring of a real estate company to sell old Station 19 was approved.

## INFORMATIONAL AGENDA ITEMS

### 13. CSA 115/LAFCO Application Update.

Chief Brainard shared that dispatch will be returned to Heartland July 1 or 2, regardless of the status of the dissolution of CSA 115.

### 14. Station 19 – Temporary Facility Update.

Chief Brainard provided the Board with two photographs of Temporary Station 19 as of today. Chief Brainard commended Mr. Tockstein for a phenomenal job in getting the station ready to be operational by mid-week next week. Mr. Tockstein shared that the station received power as of today (May 9), a 110' sewer line would be dug by tomorrow, all cement work is done with just some gravel needed, striping and handicap signs are still needed, and an asphalt area approximately 30'x60' in front of the station needed to be redone. Director Kiel asked why asphalt instead of concrete, and Mr. Tockstein clarified that cement would be an additional cost. Chief Brainard shared an impromptu meet and greet was held last Wednesday where water and cookies were served. The residents seem happy and enjoyed the opportunity to visit. Director McKenna inquired if there would be an official grand opening with additional meet and greet opportunity, and Chief Brainard said there could potentially be a pancake breakfast down the road. Information on further events will be shared with as much notice as possible.

### 15. Reports

#### a. Committee Reports

Director Vacio shared that Heartland Communications voted to accept Viejas into the JPA. He also shared that a pay raise for dispatchers was voted unanimously in favor.

Director Raddatz asked if there had been any discussion regarding merging the county's fire communication center. Chief Brainard shared that it had been discussed among the Board of Chiefs, but there is no plan to move forward as of now.

#### b. Directors' Reports

Director Ek commended Battalion Chief Browning and C Shift for taking part in Bancroft Elementary School's Career Day.

Director Raddatz commended crews for their school outreach.

#### c. Chief's Report / Monthly Activity Report

Chief Brainard shared details of a fatal vehicle accident that took place on westbound 94 at Kenwood on May 1. The accident involved a mother and her two children, ages 12 and 17. Chief Brainard commended the responding crews (E14, T15 and B6) for doing phenomenal work, including positioning apparatus to block the public's view of the decedent. The father of the children arrived on scene and left his vehicle while he was transported with his children. FFPM Graff took it upon himself to fill up the father's gas tank while he moved the vehicle from the freeway to the fire station.

- d. Association of San Miguel Firefighters Communications  
Vice President Ron Quinlan shared that the 9-month testing for Firefighter Paramedic had been completed. Captain Quinlan shared that the testers appreciated the opportunity to give feedback to Deputy Chief Marugg. Captain Quinlan also thanked the leadership for rebuilding San Miguel and for keeping morale high. Crews are looking forward to negotiations.  
Director McKenna commended the crews on their hard work and dedication.
- e. Correspondence  
None
- f. Action Plan Recap  
None

## CLOSED SESSION

President Raddatz adjourned the meeting to Closed Session at 7:07 pm.

- 16. Closed Session – Public Employment pursuant to Government Code Section 54957  
Position: Fire Chief
- 17. Closed Session – Conference With Labor Negotiator (Government Code §54957.6)  
Agency Negotiator: Joseph Sanchez  
Unrepresented Employee: Fire Chief

Reconvene to Open Session: President Raddatz reconvened the meeting to Open Session at 8:59 pm, and reported no action taken during Closed Session.

**Next Meeting** – Regular Meeting, May 23, 2018, 5:30 pm, District Headquarters.

President Raddatz adjourned the meeting at 9:00 pm.

Prepared and Submitted by:

*Shayna Rians*

Shayna Rians  
Administrative Assistant  
Board Recording Secretary