

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
August 8, 2018**

Minutes

President Raddatz called the meeting to order at 5:32 pm.

Board Members Present: Directors Ek, Kiel, McKenna, Nelson, Raddatz, 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: [By Board consensus, the Agenda was approved.](#)

The Agenda for the Regular Meeting of July 11, 2018 was posted at District Headquarters on Friday, July 6, 2018, at 5:00 pm.

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

Public Communications: Resident Michael Bryant spoke about weed abatement and his wishes for the Board to consider alternate means of managing weed abatement before the contract renewal with Fire Prevention Services, Inc in 2019. Fire Chief Brainard will schedule a meeting for himself, Mr. Bryant, and Interim Deputy Fire Marshal Natalie Grimes.

CONSENT AGENDA ITEMS

[Upon a motion by Director Nelson, second by Director Rickards, and vote \(Unanimously in favor\), the Consent Agenda was approved.](#)

1. Approve the Minutes: Regular Meeting of July 11, 2018.
2. Approve Board Member Stipend Payments.
3. Quarterly Investment Report
4. Credit Card Expenditures Review

ACTION AGENDA ITEMS

5. Station 19 (Clarendon) – The Board of Directors will discuss and may take action to pull Station 19 (Clarendon) off the market (requested by Director Kiel).

Director Kiel discussed the sale of old Station 19, with particular interest in the former grocery store that abuts the property. A potential new tenant in the grocery store space could have a need for old Station 19 and may find value in it greater than market value. Director Kiel also discussed the wide range in the potential sale price and feels that we should be able to gather an accurate value of the property. He understands that the District has no intention of using the property ever again but believes we should not rush to sell and try and get as much money from the sale as possible.

Chief Brainard shared that he spoke to two different real estate companies (ReMax and Coldwell Banker) and each advised now is the best time to sell as interest rates are starting to increase and it is still a seller's market. Chief Brainard met with the City of El Cajon's Director of Community Planning and got clarification on necessary changes to get the property into compliance upon purchase. Chief Brainard stated the value of old Station 19 exceeds what was initially estimated.

Director Nelson stated he was concerned about the hose rack, diesel storage, and diesel generator. Chief Brainard clarified that the generator may be relocated to Station 23, but there is no need for other items. A potential buyer expressed interest in the hose rack, so Chief Brainard requested a separate bid be placed if that party ends up placing an offer on the property.

[No action taken.](#)

INFORMATIONAL AGENDA ITEMS

6. CSA 115/LAFCO Update.

Chief Brainard shared response data from May 18, 2018 to today – San Miguel E19 responded to 78 calls out of 138 (approximately 56% of calls) into CSA 115. Chief Brainard also explained the finances involved in CSA 115 responses, and that each unit responded is reimbursed for their response.

The audit team is working on the draft audit, so it can be sent to LAFCO. Once the final audit is complete, it will go to the Board for approval, then to LAFCO, hopefully making it onto their October 1 agenda. Further dates include the public comment hearing on November 5 and the Board of Equalization in the first week of December. The property tax exchange occurs quarterly, so depending on when the dissolution is complete with LAFCO, those funds will be dispersed directly to Lakeside and San Miguel.

7. Financial Update.

Administrative Officer/Finance Officer Harris provided a handout to the Board. At the close of the fiscal year, the final revenue over expense is \$5.3 million for the General Fund. Another handout shows the quarterly update for reserve fund cash balances. Based on the current policy, \$500,000 would go into the general fund, but no monies have been transferred as of yet because the Finance Committee is working on potentially reprioritizing and bringing forward a new fund policy.

8. Reports

a. Committee Reports

Director Nelson and Chief Brainard attended the Heartland Training Facility quarterly meeting.

b. Directors' Reports

Director McKenna will be participating in the 9/11 Memorial Stair Climb and invites the other Board Members to participate.

Director Nelson shared that he attended the end of probation ceremony at San Miguel on July 12, 2018.

Director Kiel asked about leaks and mold at fire stations – Chief Brainard stated that leaks have been repaired and no mold was found.

Director Vacio thanked Chief Brainard and Director Raddatz for visiting him in the hospital recently.

c. Chief's Report / Monthly Activity Report

Chief Brainard attended the HCFA Commission Meeting and shared that work is being done on the repeaters with grant money. Engineer Hille will be representing SMG while wearing full gear and a breathing apparatus. Chief Brainard commended Battalion Chief Lawler for conducting the two-part Captain's Exam and also acknowledged Captain Floyd and evaluators for their involvement. The six new Firefighter Paramedics have started, with 3 far exceeding the timeline set forth for earning their badge and moving from a 4th crew member to a 3rd. Chief Brainard hopes to bring an offer forward for Old Station 19 in the near future.

Board Members were invited to attend conferences and trainings – CalPERS and CalChiefs conferences are both upcoming. Engine 19 has had significant issues, but we have gotten a redesign approval from the manufacturer to correct a suspension issue. We also hope to re-engineer some of the hose connections. Director Kiel asked if the seats could be adjusted, but Chief Brainard explained changing the seats would be a major re-design and expense. Director Kiel also asked about grant funds – Chief Brainard explained we are looking into grant funds, but being cautious as to ensure we do not receive funds that have to be re-paid at a later date.

d. Association of San Miguel Firefighters Communications

None.

e. Correspondence

Chief Brainard distributed a thank you letter from a citizen that visited Station 22 with their children, with special commendation to Firefighter Paramedic Eric Benton.

f. Action Plan Recap

Chief Brainard to meet with Mr. Bryant and Interim Deputy Fire Marshal Grimes.

CLOSED SESSION

President Raddatz adjourned the meeting to Closed Session at 6:29 pm.

1. Closed Session – Public Employee Performance Evaluation (Government Code §54957)
Title: Fire Chief

2. Closed Session – Conference With Labor Negotiator (§54957.6)
Agency Negotiators: Attorney Joseph Sanchez
Directors Ek, Raddatz, and Rickards
Employee Organization: Association of San Miguel Firefighters IAFF Local 1434

3. Closed Session – Conference With Labor Negotiator (§54957.6)
Agency Negotiators: Attorney Joseph Sanchez
Directors Ek, Raddatz, and Rickards
Unrepresented Employees: Deputy Chief, Battalion Chiefs, Deputy Fire Marshal, Administrative Officer/Finance Officer, Accounting Specialists, Administrative Assistant, Fire Inspectors, Logistics Officer

[Direction was given to the Negotiations Committee in closed session.](#)

Reconvene to Open Session: President Raddatz reconvened the meeting to Open Session at 8:43 pm.

Next Meeting – Regular Meeting, August 22, 2018, 5:30 pm, District Headquarters.

President Raddatz adjourned the meeting at 8:43 pm.

Prepared and Submitted by:

Shayna Rians

Shayna Rians
Administrative Assistant
Board Recording Secretary