

**San Miguel Consolidated Fire Protection District
Proposition E Citizens' Oversight Committee
Monday, February 13, 2023, at 4:00 pm
District Board Room (2nd Floor)
2850 Via Orange Way, Spring Valley, CA 91978**

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

(Agenda items shall be addressed in the published order unless a member of the Committee or a member of the public requests a specific item be taken out of order and the Committee agrees to do so.)

PUBLIC COMMENT

The public may bring an item, not on the agenda forward; however, the Committee will not be able to take any action at this meeting. If appropriate, the item will be referred to the Committee Chair to determine if the item will be placed on a future Committee agenda. Items from Committee members or Staff may not be discussed by the Committee but, if appropriate, will be placed on a future Committee agenda. To facilitate business proceedings, a three (3) minute period shall be allotted to each person addressing the Committee. Any writings or documents provided to a majority of the members of the San Miguel Consolidated Fire Protection District Prop E Committee regarding any item on this agenda will be made available for public inspection in the San Miguel Consolidated Fire Protection District Headquarters located at 2850 Via Orange Way, Spring Valley, California, during normal business hours.

Compliance with the Americans with Disabilities Act (US Code Title 42) – Assistance for Those with Disabilities: If you have a disability and need an accommodation to participate in the meeting, please call (619-670-0500) or email (info@sanmiguelfire.org) and Administrative Assistant Shayna Rians will make necessary arrangements.

ROLL CALL (*The Chair will complete a roll call for the record*)

CONSENT AGENDA ITEMS

1. Approval of Minutes: Proposition E Citizens' Oversight Committee of January 23, 2023

INFORMATIONAL ITEMS

2. Insurance Presentation
3. Annual Report Discussion
4. Committee Member Comments

ACTION PLAN RECAP

NEXT MEETING – Monday, March 13, 2023

ADJOURNMENT

**San Miguel Consolidated Fire Protection District
Proposition E Citizens' Oversight Committee
Monday, January 23, 2023, at 4:00 pm**

MINUTES

Chair Franklin called the meeting to order at 4:02 pm.

COMMITTEE MEMBERS PRESENT Kandhy Franklin, Kyle Hermann, Bennett McDonald, and Joyce Peterson

COMMITTEE MEMBERS ABSENT None (Mike Herrin resigned since the last meeting)

STAFF PRESENT Administrative Officer/Finance Officer Harris

APPROVAL OF AGENDA

Upon a motion by Hermann, second by Peterson, and a vote (unanimously in favor), the Agenda was approved.

The Agenda for the Prop E Oversight Committee Meeting of January 23, 2023, was posted at District Headquarters on Thursday, January 19th, 2023, at 4:00 pm.

PUBLIC COMMENT

None.

CONSENT AGENDA ITEMS

Upon a motion by Hermann, second by Peterson, and vote (unanimously in favor) the consent agenda was approved.

1. Approval of Minutes: Proposition E Citizens' Oversight Committee of October 17, 2022

INFROMATIONAL ITEMS

2. Final Tax Report – December 2022 Review

AO/FO Harris presented the tax documents to the committee and noted that these documents will be used by the committee for the final report.

3. Review of Prop E Financials for the Period Ended September 30, 2022

AO/FO discussed the financials for the period ending on September 30, 2022.

Peterson asked about Prop E funds only going to Crest and Bostonia. AO/FO clarified that only San Miguel Stations 18 and 19 receive the funds from Prop E.

McDonald asked about various line-item issues. Franklin noted that there are disparities caused due to different times of the year when certain payments are due.

Peterson asked about the acquisition of property for a new station, and AO/FO Harris mentioned that there is no progress on the new station.

4. Annual Report Discussion

AO/FO Harris stated that the San Miguel Governing Board votes on tax assessments in May or June. Hermann asked about the length of the Prop E report. McDonald suggested using other Prop E reports or from other agencies.

AO/FO Harris noted that there are no old Prop E reports due to the consolidation of the fire district but would look to see if there are other examples the committee could work from. Franklin suggested the Committee meet soon, sub-committee formed with Hermann and McDonald

5. Committee Member Comments
None

ACTION PLAN RECAP

- Hermann and McDonald to meet on Tuesday, January 31st to draft the Prop E Annual Report

*The next Committee Meeting will be **February 13, 2023, at 4:00 pm**, at District Headquarters*

Chair Franklin adjourned the meeting at 5:00 pm.

Prepared and submitted by:

Kyle Hermann

Committee Secretary, Co-Chair