



**San Miguel Consolidated Fire Protection District**  
**Regular Meeting of the Board of Directors**  
**2850 Via Orange Way, Spring Valley, CA 91978**

---

**AGENDA**

**Wednesday, December 11, 2024 - 5:30 p.m.**

---

**MEETINGS** - The Board meets regularly on the 2<sup>nd</sup> Wednesday of each month at 5:30 p.m. The District reserves the 4<sup>th</sup> Wednesday of each month for an additional Regular Meeting if needed. Special and Emergency meetings may be scheduled as needed, and cancelled meetings will be noticed by posting on the District website.

**AGENDA** - Agenda items shall be addressed in the published order unless a member of the Board or a member of the public requests a specific item to be taken out of order, and the Board agrees to do so.

**COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (US CODE TITLE 42)** - If you need accommodation to participate in the meeting, please call or email and Board Clerk Shayna Rians will coordinate arrangements: (619) 670-0500 or [info@sanmiguelfire.org](mailto:info@sanmiguelfire.org).

**PUBLIC COMMENT** - The public may attend meetings in person, complete a speaker slip, and bring an item not on the agenda forward; however, the Board will not be able to take any action at this meeting. If appropriate, the item will be referred to the Board and/or Fire Chief to determine if the item will be placed on a future Board agenda. The Board may not discuss items from Board members or Staff, but, if appropriate, will be placed on a future Board agenda. A three (3) minute period shall be allotted to each person addressing the Board to facilitate business proceedings.

**MEETING MATERIALS (GOVERNMENT CODE §54957.5 AND AB 2647)** - Documents provided to members of a Brown Act body in the 72 hours before a meeting (i.e., after the agenda is typically posted) are available to the public at the same time they are provided to the board members. The agenda and supporting documents are available online at <https://www.sanmiguelfire.gov/board-meetings>.

---

**CALL TO ORDER AND ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC COMMENT**

**SPECIAL PRESENTATION**

Leadership will conduct badge-pinning for personnel and acknowledge recent retirements.

**1. CONSENT AGENDA ITEMS**

- 1.1 Approval of the Minutes - Regular Meeting of November 13, 2024.
- 1.2 Approval of Director Stipends.

**2. ACTION AGENDA ITEMS**

- 2.1 Ordinance 24-07 – The Board will conduct the Second Reading of Ordinance 24-07, and may adopt said Ordinance, which finalizes Annexation 8 into CFD 2022-1.

- 2.2 2025 Meeting Schedule – The Board will review meeting dates for 2025 and may choose alternate dates to accommodate holidays and scheduling conflicts.
- 2.3 Election of Board Officers – The Board will elect Board Officers pursuant to Board Policy Manual Section 201.1. The Officers of the Board are the President, Vice President, and Secretary.

**3. REPORTS**

- 3.1 Committee Reports
- 3.2 Directors' Reports
- 3.3 Fire Chief Report
- 3.4 Association of San Miguel Chief Officers Communications
- 3.5 Association of San Miguel Firefighters Communications
- 3.6 Correspondence

**4. CLOSED SESSION**

- 4.1 Conference with Labor Negotiator (GOV §54957.6)  
Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez  
Employee Organization: Association of San Miguel Firefighters IAFF Local 1434
- 4.2 Conference with Labor Negotiator (GOV §54957.6)  
Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez  
Employee Organization: Chief Officer's Association of San Miguel
- 4.3 Conference with Labor Negotiator (GOV §54957.6)  
Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez  
Unrepresented Employees: Non-Safety Professionals Association
- 4.4 Conference with Labor Negotiator (GOV §54957.6)  
Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez  
Unrepresented Employees: Division Chief, Fire Marshal, Administrative Officer/Finance Officer, Fire Services Officer

**ACTION PLAN RECAP**

**NEXT MEETING** – Regular Meeting, January 8, 2025, 5:30 p.m., District Headquarters

**ADJOURNMENT**

**CERTIFICATION OF POSTING** I certify that on December 6, 2024, a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of the San Miguel Consolidated Fire Protection District, said time being at least 72 hours in advance of the Board of Directors meeting (Government Code §54954.2). Executed at Spring Valley, California on December 6, 2024

/s/ *Shayna Rians* Shayna Rians, Board Clerk

# San Miguel Consolidated Fire Protection District

## Regular Meeting of the Board of Directors

### MINUTES

**Wednesday, November 13, 2024 - 5:30 p.m.**

**President Robles called the meeting to order at 5:30 p.m.**

**BOARD MEMBERS PRESENT** Directors McKenna, Muns, Nelson, Pierce, Raddatz, Robles, and Woodruff

**BOARD MEMBERS ABSENT** None

**STAFF PRESENT** Fire Chief Lawler, Division Chiefs Durrell and Riley, Battalion Chiefs Lieberman and Nava, Administrative Officer/Finance Officer Harris, Fire Marshal Newman, and Executive Assistant/Board Clerk Rians

**Director Pierce led the Pledge of Allegiance**

#### APPROVAL OF AGENDA

Special Presentations will be split, and Realtor Leslie Melilli will be introduced after Closed Session.  
[By Board Consensus, the agenda was approved.](#)

*The Agenda for the Regular Meeting of November 13, 2024, was posted at District Headquarters on Friday, November 8, 2024, at 5:00 p.m.*

#### PUBLIC COMMENT

None

#### SPECIAL PRESENTATION

Chief Lawler recognized Captains Ferguson, Fournier, and Romenesko for their work at the Heartland 37<sup>th</sup> Academy, and Chaplain Helewa for his contributions to the District and Central Zone.

#### 1. CONSENT AGENDA ITEMS

[Upon a motion by Director McKenna, second by Director Woodruff, and vote \(unanimously in favor\), the Consent Agenda was approved.](#)

1.1 Approval of the Minutes Regular Meetings of October 9, 2024 and October 23, 2024

1.2 Approval of Director Stipends.

#### 2. CLOSED SESSION

2.1 Conference with Labor Negotiator (GOV §54957.6)

Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez

Employee Organization: Association of San Miguel Firefighters IAFF Local 1434

2.2 Conference with Labor Negotiator (GOV §54957.6)

Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez

Employee Organization: Chief Officer's Association of San Miguel

2.3 Conference with Labor Negotiator (GOV §54957.6)

Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez

Unrepresented Employees: Non-Safety Professionals Association

## 2.4 Conference with Labor Negotiator (GOV §54957.6)

Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez  
Unrepresented Employees: Division Chief, Fire Marshal, Administrative Officer/Finance Officer,  
Fire Services Officer

*President Robles adjourned the meeting to Closed Session from 5:40 to 5:57 p.m.*

## SPECIAL PRESENTATION

Chief Lawler introduced Realtor Leslie Melilli who will assist the District in securing property for permanent Station 19. Chief Lawler received consensus from the Board to draft a contract with Ms. Melilli and present it for Board approval at the December 11, 2024 meeting.

## 3. INFORMATIONAL AGENDA ITEMS

3.1 Division Chief Riley shared a Facilities Update, including next steps for Station 18 and an attempt to partner with Cuyamaca College for water-wise landscaping at Station 15.

3.2 Administrative Officer/Finance Officer Harris presented an update on the Administration Division.

## 4. ACTION AGENDA ITEMS

4.1 Resolution 24-49 – The Board may consider approving a service agreement with MPA Architects via Resolution 24-49 (tabled at the meeting on October 23, 2024). Chief Lawler provided updated copies of contract and reviewed the included changes. Legal Counsel clarified that Prevailing Wage applies to construction and labor, and is not applicable to architectural design.

*Upon a motion by Director McKenna, second by Director Muns, and vote (unanimously in favor), Resolution 24-49 was approved.*

### 4.2 Items Pertaining to Community Facilities District 2022-1 Annexation

4.2.1 Public Hearing – Community Facilities District 2022-1 Annexation 8 (Parcel 484-091-42-00) – The Board will conduct a public hearing pertaining to Annexation 8 into CFD 2022-1.

*President Robles opened the public hearing at 6:28 p.m. With no one wishing to comment, the public hearing was closed at 6:29 p.m.*

4.2.2 Resolution 24-51 – The Board will consider approving Resolution 24-51, Calling a Special Election and Submitting the Qualified Electors of Territory Proposed to be Annexed to the San Miguel Consolidated Fire Protection District, Community Facilities District 2022-1, County of San Diego, State of California the Question of Levying Special Taxes Within That Territory (Annexation 8).

*Upon a motion by Director Raddatz, second by Director Pierce, and vote (unanimously in favor), Resolution 24-51 was approved.*

4.2.3 Resolution 24-52 – The Board will consider approving Resolution 24-52, Declaring Results of Special Landowner Election and Directing Recording of Notice of Special Tax Lien for San Miguel Consolidated Fire Protection District Community Facilities District 2022-1 Annexation 8.

*The sealed official ballot was opened and reflected a vote “yes” to annex into CFD 2022-1.*

*Upon a motion by Director Raddatz, second by Director Woodruff, and vote (unanimously in favor), Resolution 24-52 was approved.*

4.2.4 First Reading of Ordinance 24-07 (Annexation 8).

*Upon a motion by Director McKenna, second by Director Raddatz, and vote (unanimously in favor), the first reading of Ordinance 24-07 was waived and Ordinance 24-07 was introduced by title only.*

*An Ordinance of the Board Of Directors of the San Miguel Consolidated Fire Protection District  
Authorizing the Levy Of Special Taxes in a Community Facilities District,  
Including Certain Annexation Territory Identified As Annexation 8 (APN 484-091-42),  
into San Miguel Consolidated Fire Protection District Community Facilities District 2022-1*

**5. REPORTS**

**5.1 Committee Reports**

None

**5.2 Directors' Reports**

Director Pierce was happy to attend the Heartland Academy graduation and noted "Top Recruit" was awarded to one of San Miguel's new hires. Director Robles echoed Pierce and stated San Miguel was well-represented at the graduation.

Director Woodruff, who serves on the Board of the Water Conservation Garden, thanked Division Chief Durrell for the fire safety presentation he provided at the Garden's 25<sup>th</sup> Anniversary Celebration.

Director McKenna attended the Grossmont Hospital Foundation Gala and reported substantial fundraising for a neuroscience center at Grossmont Hospital. Director Robles also attended the Gala and acknowledged San Miguel's participation in the fundraising with a Firehouse Dinner.

**5.3 Fire Chief Report – See *Attachment A*.**

Chief Lawler shared that the Annual Report is in process. After receiving consensus to move forward with a Standards of Coverage study, he reports the SOC study is developing more into a District Master Plan. The Board gave consensus for the Strategic Plan to be postponed while the Standards of Coverage study takes priority.

**5.4 Association of San Miguel Chief Officers Communications**

Battalion Chief Nava shared details of the recent Quarry Fire as well as a residential structure fire. The most recent Firefighter Paramedic recruits graduated the Academy a couple weeks ago and are currently completing their 4<sup>th</sup> person ride-outs doing EMS evaluations, with an estimate of mid-December for transitioning into their probationary period and working as the 3<sup>rd</sup> person on apparatus. Engineer and Captain promotional tests are coming up in the Spring, with a recruitment for Firefighter Paramedic being discussed. BC Nava shared a live fire training us upcoming, and that Chief Officers, staff, and outside agencies attended a Management Academy presented by Liebert Cassidy Whitmore today.

**5.5 Association of San Miguel Firefighters Communications**

Captain Hays shared that the Local continues to work with SabesWings. The annual Golf Tournament is being planned for April or May 2025. Local 1434 is in the middle of elections for President, Secretary and a shift representative. RSVPs are due for the annual Christmas party which will take place Saturday, December 14. Lastly, Captain Hays congratulated SMG Engineer Hardin who accepted a position with another agency.

**5.6 Correspondence**

None

**ACTION PLAN RECAP**

- AO/FO Harris' PowerPoint for the Administrative Update to be added to Director SharePoint
- Real Estate contract for Board approval to be brought forward at the December 11, 2024 meeting
- Board Clerk Rians to schedule second reading and adoption of Ordinance 24-07 for the next Board meeting

- Board Clerk Rians to upload electronic copies of Genasys Protect materials to SharePoint

*The next Board Meeting will be a Regular Meeting on **December 11, 2024, at 5:30 p.m.**, District Headquarters.*

***President Robles adjourned the meeting at 7:48 p.m.***

Minutes approved at the Regular Meeting of the Board of Directors, San Miguel Consolidated Fire Protection District, on December 11, 2024.

---

**Jesse A. Robles, Board President**

**Attest:**

---

**Shayna Rians, Board Clerk**

## FIRE CHIEF REPORT

November 13, 2024



### **STAFF INVOLVEMENT**

Deferred to December Board Meeting – provided at the October 23, 2024 meeting

### **IMPORTANT LEGISLATION**

Deferred to December Board Meeting – provided at the October 23, 2024 meeting

### **POLITICAL PARTNERSHIPS**

Deferred to December Board Meeting – provided at the October 23, 2024 meeting

### **COMMUNITY OUTREACH**

Deferred to December Board Meeting – provided at the October 23, 2024 meeting

### **OTHER**

- Genasys Protect App
- Strategic Plan update
- Annual Report update
- SOC Study-District Master Plan update
- San Diego Sheriff partnering with San Miguel for annual toy drive



# ADMINISTRATIVE REPORT

**DATE:** December 11, 2024  
**TO:** Board of Directors  
**FROM:** Shayna Rians, Executive Assistant/Board Clerk  
**SUBJECT:** Director Stipends

**BACKGROUND**

Effective January 1, 2015, a formal payment procedure was established to pay Directors their monthly meeting stipends. To initiate the payment process, a stipend form for board meetings, training, and local meetings/events will be submitted.

**DISCUSSION**

Meetings attended during the month of November 2024 include:

| Meeting                | Date       | Attending Directors                                         |
|------------------------|------------|-------------------------------------------------------------|
| Negotiations Committee | 11/2/2024  | McKenna, Muns, and Robles                                   |
| Board                  | 11/13/2024 | McKenna, Muns, Nelson, Pierce, Raddatz, Robles and Woodruff |
| Negotiations Committee | 11/21/2024 | McKenna, Muns, and Robles                                   |
| CSDA San Diego Chapter | 11/21/2024 | Pierce and Woodruff                                         |

**RECOMMENDATION**

Approve the attached stipend forms for meetings that took place during the month of November 2024.



## San Miguel Consolidated Fire Protection District Director Stipends (Short Form)

MEETINGS ATTENDED IN **NOVEMBER 2024**, FOR APPROVAL AT THE BOARD MEETING ON **12/11/2024**

| DATE       | MEETING ATTENDED               | STIPEND  |                                                                                                                                                                                                                             |
|------------|--------------------------------|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11/13/2024 | Regular Board Meeting          | \$173.25 | <b>Division 1 - Jeff Nelson</b><br><input type="checkbox"/> Elects to not receive stipend<br><br>_____<br>Director Signature<br>Total Amount Due <span style="color: blue; font-weight: bold;">\$173.25</span>              |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
| 11/13/2024 | Regular Board Meeting          | \$173.25 | <b>Division 2 - Kim Raddatz</b><br><input type="checkbox"/> Elects to not receive stipend<br><br>_____<br>Director Signature<br>Total Amount Due <span style="color: blue; font-weight: bold;">\$173.25</span>              |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
| 11/2/2024  | Negotiations Committee Meeting | \$100.00 | <b>Division 3 - Harry Muns</b><br><input checked="" type="checkbox"/> Elects to not receive stipend<br><br>_____<br>Director Signature<br>Total Amount Due <span style="color: blue; font-weight: bold;">\$0.00</span>      |
| 11/13/2024 | Regular Board Meeting          | \$173.25 |                                                                                                                                                                                                                             |
| 11/21/2024 | Negotiations Committee Meeting | \$100.00 |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
| 11/13/2024 | Regular Board Meeting          | \$173.25 | <b>Division 4 - Christopher Pierce</b><br><input type="checkbox"/> Elects to not receive stipend<br><br>_____<br>Director Signature<br>Total Amount Due <span style="color: blue; font-weight: bold;">\$273.25</span>       |
| 11/21/2024 | CSDA San Diego Chapter Meeting | \$100.00 |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
| 11/2/2024  | Negotiations Committee Meeting | \$100.00 | <b>Division 5 - Theresa McKenna</b><br><input checked="" type="checkbox"/> Elects to not receive stipend<br><br>_____<br>Director Signature<br>Total Amount Due <span style="color: blue; font-weight: bold;">\$0.00</span> |
| 11/13/2024 | Regular Board Meeting          | \$173.25 |                                                                                                                                                                                                                             |
| 11/21/2024 | Negotiations Committee Meeting | \$100.00 |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
| 11/2/2024  | Negotiations Committee Meeting | \$100.00 | <b>Division 6 - Jesse A. Robles</b><br><input type="checkbox"/> Elects to not receive stipend<br><br>_____<br>Director Signature<br>Total Amount Due <span style="color: blue; font-weight: bold;">\$373.25</span>          |
| 11/13/2024 | Regular Board Meeting          | \$173.25 |                                                                                                                                                                                                                             |
| 11/21/2024 | Negotiations Committee Meeting | \$100.00 |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
| 11/13/2024 | Regular Board Meeting          | \$173.25 | <b>Division 7 - Edward Woodruff</b><br><input type="checkbox"/> Elects to not receive stipend<br><br>_____<br>Director Signature<br>Total Amount Due <span style="color: blue; font-weight: bold;">\$273.25</span>          |
| 11/21/2024 | CSDA San Diego Chapter Meeting | \$100.00 |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |
|            |                                |          |                                                                                                                                                                                                                             |

ATTEST

\_\_\_\_\_  
Shayna Rians, Board Clerk

\_\_\_\_\_  
Date



## FIRE PREVENTION REPORT

---

**DATE:** December 11, 2024  
**TO:** Board of Directors  
**FROM:** Jon Newman, Fire Marshal  
**SUBJECT:** CFD 2022-1, Finalize Annexation 8 via Ordinance 24-07

---

### **BACKGROUND**

On September 14, 2022, the District received their first petition for a CFD and on October 12, 2022, approved Ordinance 2022-2 Levying Special Taxes Within San Miguel Consolidated Fire Protection District. Annexation 1 was approved May 10, 2023. Since then, qualifying projects have annexed into CFD 2022-1.

### **DISCUSSION**

On October 9, 2024, the Board approved Resolution 24-46, which declared intent to annex property into CFD 2022-1 via Annexation 8. A public hearing and election occurred at the regular meeting of November 13, 2024 (Resolutions 24-51 and 24-52), with a first reading of the Ordinance occurring at that same meeting. Tonight, the second reading and adoption of Ordinance 24-07 will finalize Annexation 8 into CFD 2022-1.

### **FISCAL IMPACT**

None, as the costs for the formation of CFD 2022-1 are paid through a deposit provided by the Developer and ongoing administrative costs are paid for through the levy of special taxes within CFD 2022-1.

### **ATTACHMENTS**

- Attachment A - Ordinance 24-07

### **RECOMMENDATION**

Adopt Ordinance 24-07, which finalizes CFD 2022-1 Annexation 8.

**Ordinance 24-07**

**An Ordinance of the Board Of Directors of the  
San Miguel Consolidated Fire Protection District  
Authorizing the Levy Of Special Taxes in a Community Facilities District,  
Including Certain Annexation Territory Identified As  
Annexation 8 (APN 484-091-42),  
into San Miguel Consolidated Fire Protection District  
Community Facilities District 2022-1**

**WHEREAS**, the Board of Directors (the “Board”) of the San Miguel Consolidated Fire Protection District (the “District”) has established the San Miguel Consolidated Fire Protection District, Community Facilities District 2022-1, County of San Diego, State of California (“CFD 2022-1”) for the purpose of levying special taxes on parcels of taxable property therein for the purpose of providing certain services, which are necessary to meet increased demands placed upon the District as a result of the development of said real property; and

**WHEREAS**, the rate and method of apportionment of special tax for CFD 2022-1 is set forth in Exhibit “C” to the Board Resolution 24-46, which was adopted on October 9, 2024 (the “Resolution of Intention”); and

**WHEREAS**, the District has conducted proceedings to annex territory into CFD 2022-1 and, with respect to the proceedings, following an election of the qualified electors in the territory proposed for annexation (the “Annexation 8”), the Board, on November 13, 2024, adopted a resolution which declared the results of the special election and determined that the territory proposed to be annexed is added to and part of CFD 2022-1.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of the San Miguel Consolidated Fire Protection District, California, acting in its capacity as the legislative body of the San Miguel Consolidated Fire Protection District, Community Facilities District 2022-1, County of San Diego, State of California, does hereby:

Section 1.

The foregoing recitals are true and correct.

Section 2.

By the passage of this Ordinance, the Board hereby authorizes and levies the special tax within CFD 2022-1, including the Annexation Territory, pursuant to Article 3.5 (commencing with Section 53339) of Chapter 2.5 of Part 1 of Division 2 of Title 5 of the California Government Code, commonly known as the “Mello-Roos Community Facilities Act of 1982,” (the “Act”), at the rate and in accordance with the rate and method of apportionment of special tax set forth in the Resolution of Intention, which rate and method is by this reference incorporated herein. The special tax has previously been

levied in the original territory of CFD 2022-1 pursuant to Ordinance 2022-2 passed and adopted by the Board on October 12, 2022, and the special tax is hereby levied commencing in Fiscal Year 2024-25 in CFD 2022-1, including Annexation 8, and in each fiscal year thereafter to pay for the services for CFD 2022-1 and the costs of administering the District.

Section 3.

The General Manager of the District or designee or employee or consultant of the District is hereby authorized and directed each fiscal year to determine the specific special tax to be levied for the next ensuing fiscal year for each parcel of real property within CFD 2022-1, including Annexation 8, in the manner and as provided in the Resolution of Intention.

Section 4.

Exemptions from the levy of the special tax shall be as provided in the Resolution of Intention and the applicable provisions of the Act. In no event shall the special tax be levied on any parcel within CFD 2022-1 in excess of the maximum special tax specified in the Resolution of Intention.

Section 5.

All of the collections of the special tax shall be used as provided in the Act and in the Resolution of Intention, including, but not limited to, the payment of the costs of the services, the payment of the costs of the District in administering CFD 2022-1, and the costs of collecting and administering the special tax.

Section 6.

The special tax shall be collected in the same manner and at the same time as ordinary *ad valorem* taxes are collected and shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for *ad valorem* taxes; provided, however, that CFD 2022-1 may collect Special Taxes at a different time or in a different manner if necessary to meet its financial obligations. The General Manager of the District, or his or her designee, is hereby authorized and directed to provide all necessary information to the auditor/tax collector of the County of San Diego in order to effect proper billing and collection of the special tax, so that the special tax shall be included on the secured property tax roll of the County of San Diego for Fiscal Year 2024-25 and for each fiscal year thereafter until no longer required to pay for the Services or until otherwise terminated by the District.

Section 7.

If for any reason any portion of this Ordinance is found to be invalid, or if the special tax is found inapplicable to any particular parcel within CFD 2022-1, including Annexation 8, by a court of competent jurisdiction, the balance of this Ordinance and the application of the special tax to the remaining parcels within CFD 2022-1, including Annexation 8, shall not be affected.

Section 8.

This Ordinance shall be effective thirty (30) days after its adoption. Within fifteen (15) days after its adoption, the Board Clerk shall cause this Ordinance, or a summary of it, to be published in a newspaper of general circulation in the District.

**PASSED AND ADOPTED** this 11<sup>th</sup> day of December 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST

---

Shayna Rians, Board Clerk

---

Jesse A. Robles, Board President

I hereby certify that the foregoing Ordinance was duly introduced at a regular public meeting of the San Miguel Consolidated Fire Protection District Board, held on November 13, 2024, and was duly adopted, passed, and ordered posted at an adjourned regular meeting of the San Miguel Consolidated Fire Protection District Board held on December 11, 2024.

---

Board Clerk  
San Miguel Consolidated Fire Protection District



## STAFF REPORT

---

**DATE:** December 11, 2024  
**TO:** Board of Directors  
**FROM:** Shayna Rians, Executive Assistant/Board Clerk  
**SUBJECT:** 2025 Meeting Schedule

---

### BACKGROUND

The Board meets regularly on the 2<sup>nd</sup> Wednesday of each month at 5:30 p.m. The 4<sup>th</sup> Wednesday of each month is reserved for a second meeting, if needed.

### DISCUSSION

Looking ahead to Calendar Year 2025, a review of all standing meeting dates can help us anticipate any adjustments to accommodate holidays and scheduling conflicts. Approval of this schedule does not prevent changes from coming up in the future.

### ATTACHMENTS

- A) Meeting Schedule with 2<sup>nd</sup> Wednesdays, 4<sup>th</sup> Wednesdays, and holidays highlighted.

### RECOMMENDATION

Discuss any anticipated need to reschedule meetings in Calendar Year 2025, approving the 2025 Meeting Schedule for staff to use for agenda/meeting planning.

SAN MIGUEL FIRE & RESCUE  
2025 BOARD MEETING CALENDAR

| JANUARY |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| S       | M  | T  | W  | T  | F  | S  |
|         |    |    | 1  | 2  | 3  | 4  |
| 5       | 6  | 7  | 8  | 9  | 10 | 11 |
| 12      | 13 | 14 | 15 | 16 | 17 | 18 |
| 19      | 20 | 21 | 22 | 23 | 24 | 25 |
| 26      | 27 | 28 | 29 | 30 | 31 |    |

| FEBRUARY |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 |    |

| MARCH |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| S     | M  | T  | W  | T  | F  | S  |
|       |    |    |    |    |    | 1  |
| 2     | 3  | 4  | 5  | 6  | 7  | 8  |
| 9     | 10 | 11 | 12 | 13 | 14 | 15 |
| 16    | 17 | 18 | 19 | 20 | 21 | 22 |
| 23    | 24 | 25 | 26 | 27 | 28 | 29 |
| 30    | 31 |    |    |    |    |    |

| APRIL |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| S     | M  | T  | W  | T  | F  | S  |
|       |    | 1  | 2  | 3  | 4  | 5  |
| 6     | 7  | 8  | 9  | 10 | 11 | 12 |
| 13    | 14 | 15 | 16 | 17 | 18 | 19 |
| 20    | 21 | 22 | 23 | 24 | 25 | 26 |
| 27    | 28 | 29 | 30 |    |    |    |

| MAY |    |    |    |    |    |    |
|-----|----|----|----|----|----|----|
| S   | M  | T  | W  | T  | F  | S  |
|     |    |    |    | 1  | 2  | 3  |
| 4   | 5  | 6  | 7  | 8  | 9  | 10 |
| 11  | 12 | 13 | 14 | 15 | 16 | 17 |
| 18  | 19 | 20 | 21 | 22 | 23 | 24 |
| 25  | 26 | 27 | 28 | 29 | 30 | 31 |

| JUNE |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| S    | M  | T  | W  | T  | F  | S  |
| 1    | 2  | 3  | 4  | 5  | 6  | 7  |
| 8    | 9  | 10 | 11 | 12 | 13 | 14 |
| 15   | 16 | 17 | 18 | 19 | 20 | 21 |
| 22   | 23 | 24 | 25 | 26 | 27 | 28 |
| 29   | 30 |    |    |    |    |    |

| JULY |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| S    | M  | T  | W  | T  | F  | S  |
|      |    | 1  | 2  | 3  | 4  | 5  |
| 6    | 7  | 8  | 9  | 10 | 11 | 12 |
| 13   | 14 | 15 | 16 | 17 | 18 | 19 |
| 20   | 21 | 22 | 23 | 24 | 25 | 26 |
| 27   | 28 | 29 | 30 | 31 |    |    |

| AUGUST |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| S      | M  | T  | W  | T  | F  | S  |
|        |    |    |    |    | 1  | 2  |
| 3      | 4  | 5  | 6  | 7  | 8  | 9  |
| 10     | 11 | 12 | 13 | 14 | 15 | 16 |
| 17     | 18 | 19 | 20 | 21 | 22 | 23 |
| 24     | 25 | 26 | 27 | 28 | 29 | 30 |
| 31     |    |    |    |    |    |    |

| SEPTEMBER |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  |
|           | 1  | 2  | 3  | 4  | 5  | 6  |
| 7         | 8  | 9  | 10 | 11 | 12 | 13 |
| 14        | 15 | 16 | 17 | 18 | 19 | 20 |
| 21        | 22 | 23 | 24 | 25 | 26 | 27 |
| 28        | 29 | 30 |    |    |    |    |

| OCTOBER |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| S       | M  | T  | W  | T  | F  | S  |
|         |    |    | 1  | 2  | 3  | 4  |
| 5       | 6  | 7  | 8  | 9  | 10 | 11 |
| 12      | 13 | 14 | 15 | 16 | 17 | 18 |
| 19      | 20 | 21 | 22 | 23 | 24 | 25 |
| 26      | 27 | 28 | 29 | 30 | 31 |    |

| NOVEMBER |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       |    |    |    |    |    |    |

| DECEMBER |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          | 1  | 2  | 3  | 4  | 5  | 6  |
| 7        | 8  | 9  | 10 | 11 | 12 | 13 |
| 14       | 15 | 16 | 17 | 18 | 19 | 20 |
| 21       | 22 | 23 | 24 | 25 | 26 | 27 |
| 28       | 29 | 30 | 31 |    |    |    |

**FIRE CHIEF REPORT**

**December 11, 2024**



**STAFF INVOLVEMENT**

- E22 was picked up and delivered from Henderson, Nevada. The second refurbishment will be delivered in two weeks.
- Director McKenna, Chief Lawler, Chief Riley, Administrative Analyst DeRobertis and Accounting Specialist Fernandez attended the Noah Homes Gala.
- Directors Pierce, Director Woodruff, Chief Lawler, and Chief Riley attended the CSDA dinner.
- Chief Lawler, Chief Riley, Executive Assistant/Board Clerk Rians, and multiple retirees attended the “Old Timers Luncheon” in San Marcos

**POLITICAL PARTNERSHIPS**

- Recommend that for the year 2025, the Fire Chief and Government Affairs Committee reach out to newly elected officials for meeting dates.

**COMMUNITY OUTREACH**

- 11/2 - **Academy graduation ceremony** - E15 & BR15 attended the academy graduation comprised of agencies from Central and North Zones.
- 11/2 - **Buffalo Wild Wings grand opening event** - E16 attended.
- 11/2 - **Grossmont Hospital Foundation Gala** - We donated a firehouse dinner as well as attended the event.
- 11/2 - **Avondale Elementary Fall Festival** - E16 made an appearance and provided engine tour for kids at the event.
- 11/12 - **Medical Director Dr. Swartz ride a long** - E22 B division.
- 11/13 - **Fuerte Elementary School visit** - E22 provided a fire safety talk and engine tour for approximately 100 1<sup>st</sup> graders.
- 11/15 - **Loma Elementary Fall Festival** - E15 provided apparatus and crew for the event.
- 11/19 - **Operation Survival Cuyamaca College** - E22 C division crew attended event to provide 150 high school students with hands on experience of Holmotro hydraulic tools. This is our second time attending this event that showcases the opportunities for careers in the public safety field. Collaborators included Sheriff bomb/arson, Coronado Fire Department and Lifeguards, Health and Safety Academy, San Diego City Fire Department search and rescue canines, as well as representatives from Cuyamaca College. I see this event growing in the future. This was a great opportunity to recruit for our reserves and future new hires. Children from Granite Hills, Valhalla, El Capitan, Point Loma, Mount Miguel, and El Cajon Valley participated. We handed out recruitment materials and had really good conversations with the students.
- 11/21 - **Meeting with SDSO** - Contacted by SDSO to collaborate on a public pancake breakfast in February. This was just a preliminary meeting, but we will be hosting the event at Station 15.
- 11/22 - **Miramar College Graduation** – Firefighter/Paramedic Harmon attended this recruitment opportunity at the Miramar College Fire Technology Graduation. Harmon provided a brief presentation with a video and PowerPoint as well as handed out recruitment materials.

**OTHER**

- Annual Report Update/Changes
- District Master Plan Overview
- District Oaths at January 2025 Meeting