

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 37th 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 25th 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 4th person ride-outs doing EMS evaluations, with an estimate of mid-December for transitioning into their probationary period and working as the 3rd 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

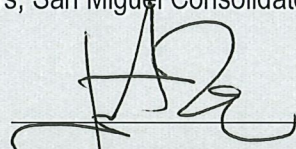
- AO/FO Harris' PowerPoint for the Administrative Update to be added to Director SharePoint
- Real Estate contract for Board approval to be brought forward at the December 11, 2024 meeting
- Board Clerk Rians to schedule second reading and adoption of Ordinance 24-07 for the next Board meeting

- 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.

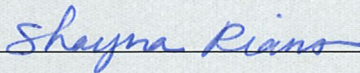
President Robles adjourned the meeting at 7:48 p.m.

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