

1 **May 28, 2019**

2 **REGULAR MEETING OF THE BOARD OF DIRECTORS OF**
3 **THE NORTH COUNTY FIRE PROTECTION DISTRICT**

4 President Luevano called the meeting to order at 4:00 p.m.

5 **THE INVOCATION GIVEN BY DEPUTY CHIEF MAROVICH.**

6 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

7 **ROLL CALL:**

8 **Present:** Directors Harris, Hoffman, Luevano, Munson and Van Doorn.

9 **Absent:** None.

10 **Staff Present:** Fire Chief/CEO Abbott, Attorney James and Board Secretary Stephen-
11 Porter. In the audience were: DFC Marovich, D/C Mahr and McReynolds, B/C Schoenheit,
12 FM Koch and members of the public and Association.

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14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Luevano addressed the audience and inquired whether
16 there were any public comments regarding items not on the Agenda. Mr. Frank Wolford
17 addressed the Board regarding a weed abatement matter noting his frustration in receiving
18 return calls from the Fire Prevention Bureau. He stated there were weeds uncut on the
19 property near him that remained uncut since 2001. He and another neighbor present in the
20 meeting, stated they had been asking and waiting for four years for the District to resolve
21 the issue, opining it is a fire hazard. Fire Marshal Koch informed the Board of the weed
22 abatement action, noting that the public has until June 15th to comply with the weed
23 abatement notice. She noted they have information that the property owners have agreed
24 to comply. FM Koch offered to meet with Mr. Wolford and his neighbor to obtain all the
25 details and address their concerns, noting again the property owner still had time to respond
26 to the notice. The Board requested an update report on weed abatement progress this year.
27 Mr. Barry Willis, who is newly elected to LAFCO, addressed the Board to acquaint himself
28 with the Board, noting he is affiliated with the Alpine Fire Protection District. He informed
29 the Board he is in favor of local control and does not support heavy-handed government.

30 He asked the members to feel free to contact him with any questions or concerns; he
31 welcomes their contacts. There being no further public comments, the Public Comment
32 Section was closed.

33 2. **RECOGNITION OF RETIRING EMPLOYEES — CHIEF ABBOTT:** Chief Abbott presented
34 Engineer/Paramedic John Buchanan to the Board for recognition of his many years of
35 service to the District, noting his accomplishments while serving in numerous capacities
36 within the District. He noted his services as District PIO and his involvement in the creation
37 of the “Every 15 Minutes” Program. He was congratulated and wished well in his future
38 endeavors, as well as presented with a retirement bell.

39 3. **EMPLOYEE BADGE PINNING — CHIEF ABBOTT:** Chief Abbott presented for badge pinning
40 newly promoted D/C Keith McReynolds. He was given an opportunity to introduce family
41 and friends available for the event. At the conclusion of the introductions, Chief McReynolds
42 was pinned by his wife, Erin and congratulated by the Board.

43 4. **EMPLOYEE RECOGNITION PROGRAM – CONSIDER REVISION TO PROGRAM — CHIEF ABBOTT**
44 **AND B/S STEPHEN-PORTER:** BS Stephen-Porter presented the financial options facing the
45 Board based on the selection of awards the Board had determined to give at the last meeting.
46 Essentially, the options are to increase the budget for the awards or limit the number of
47 awards per quarter. Vice President Harris made a motion to increase the amount per year
48 to \$3000, which was second by President Luevano. The vote was **Ayes:** Harris and
49 Luevano; **Noes:** Hoffman, Munson and Van Doorn. The motion failed. On a motion by
50 Director Hoffman, seconded by Director Van Doorn, to keep the same budgeted amount
51 (\$900/FY), and award either 1 crew or 3 individuals per quarter. The vote was: **Ayes:**
52 Directors Hoffman, Luevano, Munson and Van Doorn; **Noes:** Director Harris. Motion passed.

ACTION AGENDA

PRIORITY ACTION ITEMS:

56 5. **REQUEST FOR APPEAL AND WAIVER FIRE HYDRANT REQUIREMENTS — CHIEF ABBOTT:**
57 At 4:22 p.m., President Luevano opened the appeal of Dr. Mansour Malek of 4261 Entrada
58 Al Sol, Bonsall, to examine his request to be relieved of the requirement to install a fire

59 hydrant on his property as required by his plans and the code. Chief Abbott presented the
60 facts of the matter, along with position of the District. He noted that he and Dr. Malek had a
61 series of conversations in an attempt to resolve his issues. Chief Abbott and FM Koch
62 discussed possible alternatives to the hydrant, however, none of the alternatives are
63 reasonable, feasible or less cost prohibitive than the required solution.

64 Dr. Malek informed the Board that he cannot have his house finaled and signed off because
65 he has not installed the fire hydrant. He has contacted Rainbow Municipal Water District and
66 they have quoted him a price of \$50,000 for the installation of the hydrant.

67 The Board questioned whether the plans indicated that a hydrant would be required and FM
68 Koch noted the plans required the same on pages 25-27 of the packet. It was discussed
69 the general contractor should have taken care of this, which may be a matter for Dr. Malek
70 to address with him separately.

71 After in-depth discussion, on a motion by Director Hoffman to enforce the current code as
72 required, with a second by Vice President Harris, the motion was unanimously approved.

73 The Board requested that FM Koch assist Dr. Malek in anyway she could to help him.

74 **CONSENT ITEMS:**

- 75 6. **REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR MARCH 2019**
- 76 7. **REVIEW AND ACCEPT SPECIAL BOARD MEETING MINUTES FOR APRIL 2019**
- 77 8. **REVIEW AND ACCEPT FINANCIAL REPORT FOR MARCH 2019**
- 78 9. **REVIEW AND ACCEPT POLICIES & PROCEDURES**
- 79 10. **REVIEW AND ACCEPT CUSTOMER SATISFACTION SURVEY PROGRAM RESULTS — FIRST**
80 **QUARTER 2019**

81 President Luevano inquired whether there were any questions on Consent Items 6-10.
82 There being no discussion, President Luevano asked for a motion to approve the Consent
83 Agenda. On a motion by Director Hoffman, seconded by Director Munson, the motion to
84 approve the Consent Agenda as presented passed unanimously.

85 **ACTION ITEMS:**

- 86 11. **SET PUBLIC HEARING DATE/TIME CERTAIN JULY 23, 2019 (4:15 P.M.) — FOR ESTABLISHMENT**
87 **OF MULTI-YEAR FACILITIES AND EQUIPMENT PLAN FOR THE FIRE MITIGATION PROGRAM WITH**

88 **ADOPTION OF RESOLUTION — FM KOCH AND CHIEF ABBOTT:** FM Koch presented the request
89 to set the public hearing for approval of the Mitigation Plan to the Board, noting the July
90 dates for the hearing. Further information regarding the Mitigation Plan will be presented at
91 the July meeting. Brief discussion ensued, with it being noted the plan is a five-year plan.
92 On a motion by Vice President Harris, seconded by Director Hoffman, the motion to approve
93 the setting of the public hearing date/time certain for July 23, 2019 at 4:15 p.m. passed
94 unanimously.

95 12. **SET PUBLIC HEARING DATE/TIME CERTAIN JUNE 25, 2019 (4:30 P.M.) – TO ADOPT**
96 **HEARING SCHEDULE AND SET HEARING FOR ADOPTION OF RESOLUTION OF INTENTION TO**
97 **PROCEED WITH FORMATION OF COMMUNITY FACILITIES DISTRICT — CHIEF ABBOTT:** Chief Abbott
98 presented the hearing schedule to move forward with the formation of a Community Facilities
99 District to address the District’s facilities issues. The Board reviewed the schedule and Chief
100 Abbott discussed the process for moving forward with the formation. Director Van Doorn
101 noted he could not be present for the June 25th meeting and Director Hoffman cannot be
102 present for the July 25th Special meeting, however, there will be a quorum at the meeting
103 should the other members attend. On a motion by Director Munson, seconded by Vice
104 President Harris, the motion to adopt the Hearing Schedule as presented, set a time certain
105 hearing to adopt the Resolution of Intention for June 25, 2019 at 4:30 p.m. and to proceed
106 with the election process for the formation of a CFD passed unanimously.

107 13. **REVIEW AND APPROVE REQUEST TO SURPLUS VEHICLES — D/C MAHR AND CHIEF ABBOTT:**
108 D/C Mahr presented the request to find one 2003 Life Line Ambulance and one 2001 Ford
109 Crown Victoria surplus, both of which are no long serviceable within the District. D/C Mahr
110 noted they would be disposed of in the usual manner, probably at County auction. On a
111 motion by Vice President Harris, seconded by Director Hoffman, the motion to deem the two
112 vehicles as surplus and to authorize disposal as presented passed unanimously.

113 14. **REVIEW AND APPROVE RESOLUTION 2019-05 FINALIZING RE-DISTRICT PROCESS — CHIEF**
114 **ABBOTT:** Chief Abbott presented Resolution 2019-05 for approval, noting that the Registrar
115 of Voters has informed the Board Secretary that the Board would be required to adopt a
116 Resolution demonstrating the Board’s action, rather than submitting a “minute order.”

117 Submission of a GIS map of the voting districts is required as well. The Resolution is required
118 to reflect the Board vote and adoption of the voting district map prepared by Staff that was
119 referred to as “Version 3 Map.” In addition, the Resolution is to show the Board vote to adopt
120 Districts 1, 4 and 5 for the November 2020 ballot for the District’s first regular election of
121 Board members following adoption of this plan, with the remaining Districts 2 and 3 on the
122 ballot for the 2022 election. Therefore, Resolution 2019-05 is submitted as the final
123 memorialization of the actions taken at the April 16, 2019 Board meeting. This will finalize
124 all steps for the re-districting. On a motion by Vice President Harris, seconded by Director
125 Hoffman, the motion to approve Resolution 2019-05 as presented passed unanimously.
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127 **DISCUSSION AGENDA**

128 15. **DISCUSSION ON PRELIMINARY BUDGET – DFC MAROVICH AND CHIEF ABBOTT:** Deputy
129 Chief Marovich presented the draft of the Preliminary Budget to the Board noting the
130 changes in the format and theories behind the Budget. He discussed that based on
131 recommendations from the District’s consultants, the District is trying for a more conservative
132 approach to budgeting and improving the Reserves to maintain a three to six-month
133 Reserve. Also considered in the Preliminary Budget, is moving away from financing where
134 possible and paying cash to avoid financing fees. Deputy Chief Marovich also discussed
135 having a mid-year review as a new standard with adjustments where required. He noted
136 this had been done in the past, as the District does not know until mid-December what
137 revenue the District will receive. It may be necessary to adjust the Budget depending on
138 that amount. The Board thanked both Deputy Chief Marovich and HR/Finance Specialist
139 Cherie Juul for their work on the Preliminary Budget.

140 **STANDING DISCUSSION ITEMS:**

141 ● **LEGAL COUNSEL REPORT:** Counsel James presented his report “*School Board’s*
142 *Prayers and Religious Commentary Violated U.S. Constitution’s Establishment Clause.*” Brief
143 discussion ensued. This is informational only, no action required.

144 ● **WRITTEN COMMUNICATIONS:** Brief discussion ensued regarding the items,
145 Informational only, no action required.

- 146 ● **BOARD RECOGNITION PROGRAM**
- 147 ● **NEWS ARTICLES:** Brief discussion ensued regarding articles. This is informational
148 only, no action required.
- 149 ● **COMMENTS:**
- 150 ● **STAFF REPORTS/UPDATES:**
- 151 ● **STEPHEN ABBOTT, FIRE CHIEF/CEO:** Chief Abbott discussed the standing of the weed
152 abatement program, noting there were very few forced abatements this year. He outlined
153 the steps the District had taken to increase awareness of the yearly weed abatement
154 program. Chief Abbott also noted that CalFIRE is providing a like service in the SRA areas,
155 which is also coordinated with the Fire Prevention Bureau here. Discussion ensued
156 regarding whether there was a conflict between the agencies. Chief Abbott noted the
157 agencies are working together. CalFIRE has will issue citations if required. The Board again
158 asked for an update on the District's Weed Abatement Program at the next meeting. Chief
159 Abbott informed the Board he and FPUD General Manager are discussing how to transition
160 the hydrant maintenance to FPUD. He noted that FPUD and NCFPD have a long-standing
161 association of training and incident management training that will offset their assumption of
162 the program. Chief Abbott informed the Board that he has been advised by Taussig to hire
163 Bond Counsel, who specializes in taxation, for the processing of the CFD. Taussig's
164 organization has agreed to absorb the \$10,000 costs for the Counsel. Informational only, no
165 further action required.
- 166 ● **CHIEF OFFICERS AND OTHER STAFF:** **FM KOCH:** FM Koch informed the Board the
167 Bureau was going to getting new software which would allow them to better perform weed
168 abatements and the mandatory inspections required by the state. FM Koch outlined the
169 process for weed abatement evaluations and the timing before forced abatement. **D/C**
170 **MAHR:** D/C Mahr updated the and Deputy Chief Marovich Board on the progress with the
171 Healthcare District on the JPA and sharing of resources. He noted that FRHD is willing to
172 pay fifty percent of the support for a fulltime MSO and for an ambulance. Discussion ensued
173 regarding6 other positions and whether continuing support may be expected. The Board
174 would like any agreement to stipulate a time expectancy the support would continue. The

175 process is ongoing and to bring an agreement for signature next month. **D/C McREYNOLDS:**
176 D/C McReynolds informed the Board that Camp Pendleton would be holding live fire training
177 on Camp Pendleton next week. Discussion ensued regarding how to advertise to alert the
178 communities of smoke in the air. **DEPUTY CHIEF MAROVICH:** Deputy Chief Marovich updated
179 the Board on testing within the District and the upcoming retirement of B/C Schoenheit.

180 ● **BOARD: VICE PRESIDENT HARRIS:** Vice President Harris thanked Staff for this year's
181 Firepalozza noting it was exceptional. **DIRECTOR MUNSON:** Director Munson provided an
182 updated on the Dispatch JPA, noting it is ready for the upcoming fire season. He noted VHS
183 system funding is being arranged.

184 ● **BARGAINING GROUPS:** No comments.

185 ● **PUBLIC COMMENT:** No comments.

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187 **CLOSED SESSION**

188 ● **OPENING CLOSED SESSION:**

189 At 6:10 p.m., President Luevano inquired whether there was a motion to adjourn to Closed
190 Session. On a motion to adjourn to Closed Session by Vice President Harris, seconded by
191 Director Hoffman, President Luevano read the items to be discussed in Closed Session and
192 the Open Session was closed. A short break ensued after the reading of the Closed Session
193 Items. At 6:16 p.m., and the Board entered Closed Session to hear:

194 **ANNOUNCEMENT — PRESIDENT LUEVANO:**

195 **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 — NON-SAFETY GROUP NEGOTIATIONS –**

196 **CHIEF ABBOTT:**

197 ➤ FFA NON-SAFETY GROUP NEGOTIATORS **DISTRICT NEGOTIATORS:** CHIEF ABBOTT, DISTRICT COUNSEL JAMES

198 **REPORT FROM CLOSED SESSION — PRESIDENT LUEVANO**

199 ● **REOPENING OPEN SESSION:**

200 On a motion by Director Hoffman, which was seconded by Director Munson and which
201 passed unanimously, the Board returned Open Session at 6:48 p.m., the following items
202 were reported out to the public: On a motion by Director Hoffman, which was seconded by
203 Director Munson, the Board voted to endorse the tentative agreement between the District

204 and the Non-Safety Group for the full-time Medical Services Officer position and salary as
205 presented. The vote was: **Ayes:** Directors Hoffman, Luevano, Munson and Van Doorn;
206 **Nays:** Vice President Harris.

207 **ADJOURNMENT**

208 A motion was made at 6:50 p.m. by Vice President Harris and seconded by Director Hoffman
209 to adjourn the meeting and reconvene on July 23, 2019, at 4:00 p.m. The motion carried
210 unanimously.

211 Respectfully submitted,

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213 _____

214 Loren Stephen-Porter

215 Board Secretary

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217 Minutes approved at the Board of Director's Meeting on: June 25, 2019

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