REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE NORTH COUNTY FIRE PROTECTION DISTRICT

Vice President Thunér called the meeting to order at 5:02 p.m.

THE INVOCATION GIVEN BY Chief Marovich
ALL RECITED THE PLEDGE OF ALLEGIANCE.

ROLL CALL:
Present: Directors Harris, Hoffman, Luevano and Thunér.
Absent: Director Munson.

Staff Present: Fire Chief/CEO Abbott, Attorney James and Board Secretary Stephen-Porter. In the audience were: Deputy Chief Marovich, D/C Mahr, B/Cs McReynolds and Wilson, members of the public and Association.

PUBLIC ACTIVITIES AGENDA
1. **Public Comment:** Vice President Thunér addressed the audience and inquired whether there were any public comments regarding items not on the Agenda. There being no comments, the Public Comment Section was closed.

2. **Employee Badge Pinning — Chief Abbott:** Chief Abbott presented for installation the following promoted employees: Paul Moritz, Engineer/PM, Joel Hammer, Captain/PM. A brief background of each was presented. At the conclusion of the introductions, all members were given an opportunity to introduce family and friends available for the event and were pinned and congratulated by the Board.

3. **Awards for Board Recognition Program — B/S Stephen-Porter and Chief Abbott:** At a previous Board meeting, the Board selected the following individuals/groups to be recognized for their extraordinary efforts: **MAY 17, 2017 — EMAIL RE: SIDEWALK CPR TRAINING:** F. Schoenheit, Engine 1111: J. Bradshaw, T. Ruiz, C. Spenser and Engine 1112: A. Fieri, B. Itzaina, B. Lian, Engine 1115: G. Mann, J. Hammer, J. Harlin and Squad 1183: T. Harrington, P. Moritz; and **March 9, 2017 Letter from the Fallbrook Woman’s Club re:** Assistance with Attic Sale: Captain Choi, FF/PM Leo Espinoza and Unidentified Explorers.
Brief discussion ensued regarding the Sidewalk CPR program and its effectiveness. Individuals/groups that were present at the meeting were presented with awards/gift cards, thanked and congratulated by the Board.

ACTION AGENDA

CONSENT ITEMS:

4. REVIEW AND ACCEPT REGULAR BOARD MEETING FOR AUGUST 2017
5. REVIEW AND ACCEPT REGULAR BOARD MEETING FOR SEPTEMBER 12, 2017
6. REVIEW AND ACCEPT FINANCIAL REPORT FOR AUGUST 2017
7. REVIEW AND ACCEPT POLICIES & PROCEDURES - NONE

Vice President Thuner inquired whether there were any questions on Consent Items 4-7. There being no discussion, Vice President Thuner asked for a motion to approve the Consent Agenda. On a motion by Director Harris, seconded by Director Luevano, the motion to approve the Consent Agenda Items as presented, passed unanimously.

ACTION ITEMS:

8. PUBLIC HEARING DATE/TIME CERTAIN SEPTEMBER 26, 2017 (5:15 P.M.): REVIEW AND APPROVE FINAL BUDGET FOR FY 2017/18 AND ADOPTION OF RESOLUTION 2017-12 – DFC MAROVICH AND CHIEF ABBOTT: Vice President Thuner opened the Public Hearing, inquiring if were any public comment. There being no public comment, the Public Hearing section was closed. Chief Marovich presented his report on the Final Budget and Resolution 2017-12 to the Board for adoption, noting the Budget must be adopted by October 1st to comply with state law. A brief review of the alterations from the Preliminary Budget, including increases and decreases in line items was given as noted in the Budget document, noting that the Budget is balanced. On a motion by Director Luevano to approve the Final Budget and Resolution 2017-12 as presented, seconded by Director Hoffman, the Budget and Resolution 2017-12 were approved unanimously, with the following Roll Call Vote: Ayes: Directors Harris, Hoffman, Luevano and Thuner; Noes: None; Absent: Director Munson.
9. **Review and Approve Recommendations for Revision to Board Recognition Program — Chief Abbott**: Ms. Stephen-Porter presented the proposed revisions to the Program, reviewing the historical Program parameters and the stated desires of the Board for the revisions. Based on the current Budget, the proposed revisions will not impact the line item for the Program. The revisions include: [1] Continue with the monthly input to the Board, the quarterly awards and acknowledgments as the Program is currently constituted; [2] Increase number of awards per quarter to up to four (4). Board Members, may from time-to-time, award more than four awards in a quarter, but the amount is not to exceed sixteen (16) awards in any calendar year; [3] Permit the award of “Team” awards for teams or crews who have been acknowledged together to be increased from $75 per award to $100. When a "Team" award is made, the monetary portion of the award will be provided to the ranking officer (e.g. Captain), who will determine with the Team input, how to utilize the award on behalf of the Team/Crew; [4] The amount awarded to individuals who are selected will continue to be $50. On a motion by Director Luevano, seconded by Director Hoffman, the motion to approve revision to the Board Recognition Program passed unanimously.

**DISCUSSION AGENDA**

10. **Capital Plan Replacement/Reserve Study — Chief Abbott**: Chief Abbott presented the Capital Plan Replacement/Reserve Study, the goal of which was to identify the short and long-term needs for the District’s facilities. The Report provides an overview of the current condition of all District facilities, with the exception of Station 5 (as it is a new facility) and the new Administrative Building. The Report identifies both short term repairs requiring attention as well as funding recommendations for long-term capital repairs and/or replacement. Chief Abbott noted some highlights of the Report: [1] The Current Replacement Value (CRV) for all facilities covered under this report is $31.7M, and $37.7M for all District facilities; [2] The current NCFPD funding plan (0.3% of CRV) is not sustainable. Maintenance should be funded at 1 to 1.5% of CRV to keep pace with the “general facility deterioration rate” of 1.5%; [3] Fire Station 4 in all system elements is within two years of reaching a nominal service life; and [4] The remaining District stations have “good” to “fair”
Facility Condition Indices, meaning that existing maintenance programs have minimized deterioration. He also noted that the overall fiscal impact to the District, if the District were to completely replace these existing facilities vs. major remodels, would result in a debt service equal to approximately $1.1M-$1.6M annually based on a 30-year term. A/P Jones noted there were several items not addressed in the report, including: [1] Are the facilities located in the right spot, considering the District needs and Standards of Cover and anticipated growth; [2] Are the facilities adequate and functional given the constituency and do they meet the changes in building standards, or needs as it relates to number of staff and type of vehicles and equipment required to be housed at that location; and [3] The problem that the facilities do/will not meet the current or future business needs and capabilities, especially as the District population continues grow or differing equipment may be needed. In-depth discussion ensued regarding the cost of facilities, including: remodeling vs. replacement; what level of reserves are required for either remodeling or replacement; other factors affecting District funding; what the District has done to economize and to seek no cost funding, such as grants; outside and uncontrollable factors that influence reimbursement for services and other factors affecting the District’s funding, both historical and topical. It was the consensus of the Board to have Chief Abbott return with a plan for completion of Priority 1 and 2 repair items.

**STANDING DISCUSSION ITEMS:**

- **LEGAL COUNSEL REPORT:** Counsel James presented his letter “Emails and Text Messages on Personal Accounts and Devices May Be Public Records Subject to Disclosure – Part 3.” Brief discussion ensued noting that Staff and Board members are encouraged to move to only using District email for District communications. This is informational only, no action required.

- **WRITTEN COMMUNICATIONS:** None.

- **BOARD RECOGNITION PROGRAM:** See Item No. 3.

- **NEWS ARTICLES:** Brief discussion ensued regarding articles. This is informational only, no action required.
• **COMMENTS:**

• **STAFF REPORTS/UPDATES:**
  - **STEPHEN ABBOTT, FIRE CHIEF/CEO:** Chief Abbott noted that the District is putting together a Public Outreach Team, with Captain Choi heading the Team. It will be comprehensive, providing dissemination of information, serving as a flow for information back to the District, and providing other fire prevention and public outreach information.
  - Chief Abbott has continued the Coffee with the Chief meetings, although the last meeting had no attendees. Chief Abbott invited the Board to the Bonsall Chamber of Commerce recognition event on September 28th at 5:00 p.m. He also invited the Board to the Open House on October 14th from 10 a.m. to 2 p.m. at Station 1. Chief Abbott brought the Board up-to-date on concerns regarding possible action by the County, which may result in adjusting response time, the District’s EOA and Sphere Of Influence and involvement with the County Fire Authority. He will bring updates to the Board as they are available. Informational only, no further action required.

• **CHIEF OFFICERS AND OTHER STAFF:** **CHIEF MAHR:** Chief Mahr updated the Board on the REMS Team and their activities on a fire in Oregon, noting that the District has one of the few Teams on the West coast. He updated the Board on other teams out of the District on fires.

• **BOARD:** **DIRECTOR HOFFMAN:** Director Hoffman made an inquiry about the Taussig study and questions. Chief Abbott requested that everyone respond as soon as possible and he will provide Mr. Taussig with the information so they may move forward. **DIRECTOR LUEVANO:** Director Luevano informed the Board he will not be in attendance at the October meeting. He thanked Staff for their diligence in controlling costs, as demonstrated by the rollover funds.

• **BARGAINING GROUPS:** No comments.

• **PUBLIC COMMENT:** No comments.

**CLOSED SESSION**

CS-1. There are no Closed Session Items for the September 26, 2017 Meeting.
ADJOURNMENT

A motion was made at 7:19 p.m. by Director Harris and seconded by Director Hoffman, to adjourn the meeting and reconvene on October 24, 2017, at 17:00. The motion carried unanimously.

Respectfully submitted,

Loren Stephen-Porter
Board Secretary

Minutes approved at the Board of Director’s Meeting on:  October 24, 2017