

**Los Osos Community Services District**  
**DRAFT Minutes of the Emergency Services Advisory Committee**  
**May 18, 2016 at 5:30 p.m. at Station 15 - South Bay**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Opening</b>	<p>Chairperson Cesena called the meeting to order at 5:30 p.m.</p> <p>Roll Call:            Charles L. Cesena, Chairperson – Present            R. Michael Wright, Vice Chairperson – Present            Jerry Dillingham, Committee Member – Present            Brent Marshall, Committee Member - Present            Vita Miller, Committee Member – Present            Julie Tacker, Committee Member – Present            Thomas Wright, Committee Member – Present            Gene Heyer, Alternate Committee Member - Present</p> <p>Staff:            Peter Kampa, Interim General Manager            Steve Reeder, Deputy Chief            Harmony Brown, Executive Assistant</p>	
<b>2. Approval of ESAC Minutes of April 19, 2016</b>	<p>The ESAC reviewed the minutes from April 19, 2016.</p> <p>No Comments.</p> <p>Committee Member Wright made a motion to approve the minutes of April 19, 2016. This was seconded by Committee Member Marshall. The motion was approved unanimously.</p>	<b>Action:</b> <b>Approve and file minutes.</b>
<b>3. Review the Proposed Annual CPI Increase for Special Fire Tax</b>	<p>Interim General Manager Kampa presented the proposed annual CPI Increase from Wallace Group, as included in the agenda packet.</p> <p>This 2.6% proposed increase is determined using a formula that considers future projections for expenses, annual inflation and cost of living. If approved, the assessment for 2016/17 will be \$16.16 per unit of benefit.</p> <p>This was further discussed by the Committee. Committee Members Tacker and Dillingham expressed concern regarding the overall status of the budget. Interim General Manager Kampa reported that he intends to have reports available in approximately 4 weeks that will include reconciliation of accounts.</p> <p>Committee Member Miller expressed her opinion that the revenue is necessary.</p> <p>Public Comment: Richard Margetson spoke in support of the CPI increase as presented.</p> <p>Committee Member Miller made a motion to approve the 2.6% increase in the CPI. This was seconded by Committee Member Dillingham. The motion was approved by Committee Members Tacker and Wright. Committee Member Marshall abstained.</p>	<b>Action:</b> <b>The Committee recommends that the Board approve the CPI increase at a rate of 2.6% for FY 2016/17.</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>4. Discussion Regarding the Fire Department Vehicle Sinking Fund</b></p>	<p>Executive Assistant Brown and Fire Captain – Paramedic Coalwell presented a powerpoint presentation regarding the vehicles in the South Bay Fire fleet. This presentation included information regarding a variety of challenges that exist amongst the 5 vehicles, with the Rescue Squad (MR-15) experiencing the majority of issues, including being out-of-service 17% of the time since 2013, which equates to about 5 days every month.</p> <p>Deputy Chief Reeder spoke in regards to the unreliability of the Rescue Squad and the need to find an alternative.</p> <p>The Committee further discussed this item, including fleet purchase options, used/demo vehicles, timelines for specs, bids and build, District finances and grant options.</p> <p>Public Comment: Lynette Tornatzky spoke in support of replacing the Rescue Squad.</p> <p>Richard Margetson spoke in support of replacing the Rescue Squad, Command Vehicle and Utility, but had concerns regarding making these purchases before the status of the District budget is known.</p> <p>Committee Member Tacker made a motion that the Board authorize the transfer of necessary funds from the vehicle sinking fund to Fund 301 for the purpose of purchasing a new Rescue Squad, Command Vehicle and Utility Vehicle in FY 2016/17 with the Rescue Squad being the highest priority. This was seconded by Committee Member Miller. The motion was approved unanimously.</p>	<p><b>Action:</b> The Committee recommends that the Board authorize the transfer of necessary funds from the vehicle sinking fund to Fund 301 for the purpose of purchasing a new Rescue Squad, Command Vehicle and Utility Vehicle in FY 2016/17 with the Rescue Squad being the highest priority.</p>
<p><b>5. Review and Recommendation of Draft Policy Language on the Use of Fire Mitigation Funds, Scheduled to be Approved by the Board on June 2, 2016</b></p>	<p>Interim General Manager Kampa provided a brief history regarding the Fire Mitigation Fund. Mr. Kampa further reported that the policy presented in the agenda packet proposes the funds will be designated for fuel management/maintenance and community health and fire safety education programs, with a loan option for emergency equipment when all other eligible sources of funding and reserves have been depleted or are inadequate to meet the stated needs.</p> <p>The Committee further discussed this item and agreed that any verbiage that outlines specific locations for fuel maintenance/management be removed from the document. Furthermore, ESAC discussed the fund being additionally designated for emergency equipment, with no loan requirement.</p> <p>Public Comment: Richard Margetson expressed support for the fund to be available for emergency equipment without the requirement for it to be a loan.</p> <p>Lynette Tornatzky expressed support that a portion of the fund should be designated towards the purchase of a rescue squad, without the loan option. Tornatzky inquired regarding the use, purpose and possible sale of LOCSD owned properties.</p>	<p><b>Action:</b> The Committee recommends that the Board designate the Fire Mitigation Funds for the following:</p> <ol style="list-style-type: none"> <li><b>1. Fuel Management and Maintenance</b></li> <li><b>2. Community Health and Fire Safety Education Programs</b></li> <li><b>3. Emergency Equipment</b></li> </ol>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>5. Review and Recommendation of Draft Policy Language on the Use of Fire Mitigation Funds, Scheduled to be Approved by the Board on June 2, 2016 (cont'd)</b>	Committee Member Dillingham made a motion that Interim General Manager Kampa modify the policy language to be used for fuel management/maintenance in the District, with the understanding that LOCSO owned properties would not be permitted for abatement through this fund. The motion further states that the Fire Mitigation Fund would be designated for community health and fire safety education programs and emergency equipment, with no loan requirements. This was seconded by Committee Member Wright. The motion was approved unanimously.	
<b>6. Review of Board Item Regarding Monthly Fire Department Reports for April 2016</b>	Deputy Chief Reeder provided an update regarding the Monthly Fire Department Report for April, as included in the agenda packet.  Public Comment: None	
<b>7. Public Comment on Items NOT Listed on this Agenda:</b>	Richard Margetson inquired regarding the status of establishing a sub-committee to examine the possible need for a special fire tax. In addition, Mr. Margetson inquired regarding level of service, administrative fee, water department property taxes and vehicle replacement.  Lynette Tornatzky spoke in support of Interim General Manager Kampa and encouraged ESAC to offer their support.	
<b>8. Schedule Upcoming ESAC Meeting:</b>	The next ESAC Meeting is scheduled to be held at 5:30 p.m. on Tuesday, <b>June 28, 2016</b> , unless otherwise noted. A request will be submitted to the Board to change the regular schedule to have ESAC occur on the 4 <sup>th</sup> Tuesday's of each month.	
<b>9. Closing Comments by ESAC Committee Members</b>	Committee Members Dillingham, Miller, Tacker and Alternate Committee Member Heyer spoke in support of Interim General Manager Kampa.	
<b>10. Adjournment</b>	The meeting adjourned at 7:59 p.m.	