

**Los Osos Community Services District**  
**DRAFT Minutes of the Emergency Services Advisory Committee**  
**April 19, 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 5:31 p.m.</p> <p>Roll Call:<br/>           Charles L. Cesena, Chairperson – Present<br/>           R. Michael Wright, Vice Chairperson – Present<br/>           Jerry Dillingham, Committee Member – Present<br/>           Brent Marshall, Committee Member - Present<br/>           Vita Miller, Committee Member – Present<br/>           Julie Tacker, Committee Member – Present<br/>           Thomas Wright, Committee Member – Present<br/>           Gene Heyer, Alternate Committee Member - Absent</p> <p>Staff:<br/>           Tom McEwen, Battalion Chief<br/>           Harmony Brown, Executive Assistant</p>   |  |
| <b>2. Approval of ESAC Minutes of March 15, 2016</b>  | <p>The ESAC reviewed the minutes from March 15, 2016.</p> <p>Committee Member Tacker inquired regarding the option to expand the Committee minutes to include a summary of public comments. Vice Chairperson Wright stated that this option is currently being reviewed by Interim General Manager Kampa. Committee Member further commented regarding the March minutes not being included in the BOD packet.</p> <p>Public Comment: Richard Margetson spoke in support of the expansion of minutes.</p> <p>Committee Member Tacker made a motion to approve the minutes of March 15, 2016. This was seconded by Committee Member Wright. The motion was approved unanimously.</p>   | <b>Action:</b><br><b>Approve and file minutes.</b> |
| <b>3. Discussion Regarding Likely Increases in Department Expenses Caused by Increases in the Minimum Wage, and Related Necessary Increase in Revenue or Decrease in Expenses</b> | <p>Battalion Chief McEwen reported that the State of California has agreed to increase the minimum wage from \$10 to \$15 in stages, beginning in 2017 and ending in 2022. Furthermore, it is still unknown what the Schedule A is expected to be in FY 2016/17, but a significant increase is very likely. In addition, the Schedule A may increase significantly in future years. Staff has calculated preliminary budget numbers that indicate that Fund 301 cannot absorb this increase and requested ESAC's input into possible solutions, including a new Special Fire Tax or a reduction in Level of Service.</p> <p>Committee Member Tacker proposed the possibility of eliminating or modifying the Reserve Company program, utilizing property taxes that currently fund the Water Department and auditing the Interfund Transfer Fee (GL 9511) before approaching citizens regarding a new Fire Tax. Chairperson Cesena agreed.</p> <p>Committee Member Dillingham proposed hiring retired CAL FIRE Battalion Chief Phill Veneris as a consultant to advise the District regarding the pursuit of a new tax. ESAC agreed with this recommendation.</p> <p>Public Comment: Richard Margetson expressed interest in participating in the analysis as a volunteer, as he did on the 2003/04 Special Fire Tax and further discussed possible revenue options, including the Fund 301 surplus in 2013/14 and 2014/15.</p> |  |

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| <p><b>4. Presentation Report Regarding the Fire Department Building Sewer Connection and Greywater Reuse Project</b></p> | <p>Battalion Chief McEwen reported that the BOD approved the sewer connection and greywater reuse project at the Fire Station. Additionally, Staff plans to allow Reserve Firefighter Smith, who is majoring in Construction Management at Cal Poly to build an outdoor deck as part of his senior project on the land adjacent to the current leach field, but not in conflict with the anticipated garden. Other than this project, the Fire Department will not be absorbing any costs now or in the future associated with the installation and/or maintenance of the demonstration/community garden.</p> <p>Public Comment: None</p>   |   |
| <p><b>5. Discussion and Recommendation to the Board of Directors Regarding the Fire Mitigation Fund</b></p>              | <p>Vice Chairperson Wright reported that Battalion Chief McEwen was asked to research approximate costs associated with maintaining overgrown vegetation in key areas of the District, with the hope of designating the Fire Mitigation Funds for this purpose. Battalion Chief McEwen reported that CAL FIRE Forester Alan Peters estimated this would cost, at the very most, \$10,000 per year. He further stated that because some of the land in question is in the State Responsibility Area, it could be abated by CAL FIRE crews. Additionally, it was reported that SLO Fire Safe Council is interested in partnering with the District for new projects and chipping events. Executive Assistant Brown reported that the Fire Station has received much interest from the public regarding a chipping event.</p> <p>Battalion Chief McEwen proposed that the Fire Mitigation Fund be designated in three specific areas: Community Health and Fire Safety Education Programs, Weed Abatement and Maintenance and Emergency Equipment, with the intention that areas support fire mitigation and benefit all residents of Los Osos. This was further discussed by ESAC.</p> <p>Committee Member Wright made a motion to designate the funds for <i>Community Health and Fire Safety Education Programs and Fuel Management and Maintenance</i>. This was seconded by Committee Member Tacker and approved unanimously.</p> <p>Public Comment: None</p> | <p><b>Action:</b> The Committee recommends that the Board designate the Fire Mitigation Funds to be used for Community Health and Fire Safety Education Programs and Fuel Management and Maintenance.</p>   |
| <p><b>6. Discuss Hazard Abatement Requirements in Los Osos as Outlined in Title 4</b></p>                                | <p>Battalion Chief McEwen presented the Pismo Beach Ordinance regarding weed abatement, as included in the packet. Currently, LOCSO Title 4 permits CAL FIRE Law Enforcement to issue a citation to landowners who are habitually non-compliant with abatement, but the citation is rarely pursued by the Court system and the Fire Department has no other options to enforce compliance. Pismo Beach employs the option of hiring an independent vendor to abate and attach associated fees, such as abatement, staff time and administrative fees to the property tax liens. ESAC further discussed if they would like to pursue having this verbiage included when LOCSO Title 4 is updated around September 2016. Battalion Chief McEwen reiterated that this is for the purposes of hazard abatement compliance and not as a revenue source.</p> <p>Committee Member Miller made a motion that upon being reviewed by Legal Counsel, the BOD accepts similar verbiage into the LOCSO Title 4 Code. This was seconded by Committee Member Wright and approved unanimously.</p> <p>Public Comment: None</p>   | <p><b>Action:</b> The Committee recommends that the Board accept verbiage into the Title 4 Code, once it is reviewed by Legal Counsel, that permits the Fire Department to hire an outside vendor to abate properties when the owner is habitually non-compliant and attach associated fees to the owners property tax liens.</p> |

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| <b>7. Review of Board Item Regarding Monthly Fire Department Reports for January 2016, February 2016 and March 2016</b> | Battalion Chief McEwen provided an update regarding the Monthly Fire Department Reports, as included in the agenda packet.<br><br>Public Comment: None |           |
| <b>8. Public Comment on Items NOT Listed on this Agenda:</b>  | Public Comment: None   |           |
| <b>9. Schedule Upcoming ESAC Meeting:</b>   | The next ESAC Meeting is scheduled to be held at 5:30 p.m. on Tuesday, <b>May 17, 2016</b> , unless otherwise noted.                                   |           |
| <b>10. Closing Comments by ESAC Committee Members</b>   | None.  |           |
| <b>11. Adjournment</b>  | The meeting adjourned at 7:14 p.m.   |           |