

RESOLUTION NO. 2024-12

**RESOLUTION OF THE GOVERNING BOARD
OF THE CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT
AMENDING APPENDIX A-2 "DESIGNATED POSITIONS AND DISCLOSURE
CATEGORIES" OF THE DISTRICT'S CONFLICT OF INTEREST CODE**

WHEREAS, by their Resolution No. 2014-08, the Board of Directors of the Carpinteria-Summerland Fire Protection District adopted and amended the District's Conflict of Interest Code pursuant to the Political Reform Act of 1974; and

WHEREAS, by that resolution, the Board of Directors adopted Appendix A-2, which members and employees are designated and disclosure categories are set forth; and

WHEREAS, the Board of Directors desires to amend Appendix A-2 of the District's Conflict of Interest Code, in the form attached to this resolution.

NOW, THEREFORE, it is hereby resolved by the Board of Directors of the Carpinteria-Summerland Fire Protection District that Appendix A-2 of the District's Conflict of Interest Code, entitled "Designated Positions Governed by the Conflict of Interest Code" and designating the Disclosure Categories is hereby amended as set forth in Exhibit "A" attached to this resolution.

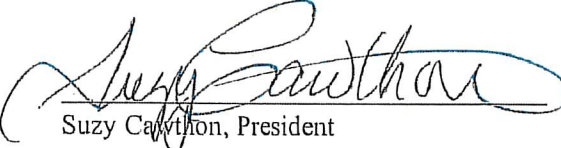
PASSED AND ADOPTED by the Governing Board of the Carpinteria-Summerland Fire Protection District this 4th day of September, 2024, by the following vote, to wit:

AYES: Cawthon, Jenkins, Nicoli, Qualls, McGlade

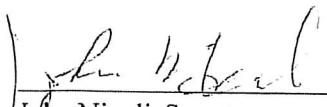
NAYS: —

ABSTAIN: —

ABSENT: —


Suzy Cawthon, President

ATTEST


John Nicoli, Secretary

RESOLUTION 2024-12 APPENDIX A-2

DESIGNATED POSITIONS GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>Designated Positions' Title or Function</u>	<u>Disclosure Categories Assigned</u>
Administrative Assistant/Finance and Public Info.	4
<u>Administrative Captain</u>	<u>4</u>
Battalion Chief	4
Executive Assistant	5
Fire Chief	1, 2
Fire Prevention Officer	5
General Counsel	1, 2
<u>Human Resources/Payroll</u>	<u>5</u>
Members of the Board of Directors	1,2
Consultants and New Positions*	

*The disclosure required of consultants shall be determined on a case by case basis by the Fire Chief.

The Fire Chief shall make a determination as to what disclosure, if any, is required by any particular consultant. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements.

The Fire Chiefs determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.



MINUTES

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT REGULAR BOARD MEETING OF SEPTEMBER 4, 2024

These are the minutes of the regular meeting of the Governing Board of the Carpinteria-Summerland Fire Protection District, located in the County of Santa Barbara and the State of California.

The Governing Board of the Carpinteria-Summerland Fire Protection District held a regular meeting on August 7, 2024, at 5:30 p.m. at Carpinteria City Hall Council Chambers at 5775 Carpinteria Avenue in Carpinteria, California.

The agenda notice for this meeting, including instructions for the public to provide comments, was posted on the bulletin board at the Carpinteria-Summerland Fire Protection District's Headquarters entrance located at 1140 Eugenia Place, Suite A in Carpinteria, California, and on the district's website at least 72 hours before the meeting.

A. CALL TO ORDER

President Cawthon called the meeting to order at 5:30 p.m.

Directors Present: Suzy Cawthon - President
Jena Jenkins - Vice-President
John Nicoli - Secretary
Doug Qualls – Director
Randy McGlade - Director

Staff Present: Robert Kovach - Fire Chief
Brian Roberson – Battalion Chief
Grace Rampton - Clerk of the Board

District Counsel: Mark Manion

B. PLEDGE OF ALLEGIANCE

C. INTRODUCTIONS, PROCLAMATIONS, PRESENTATIONS, AND RECOGNITIONS

There were no introductions, proclamations, presentations, or recognitions at this meeting.

D. PUBLIC COMMENT

There were no public comments at this meeting.

E. CORRESPONDENCE

LAFCO Letter/Budget with an explanation of CSFPD's pro-rata share Invoice amount of \$9,934.00

Letter of thanks from the Unity Shoppe of Santa Barbara for CSFPD's Support.

F. APPROVAL OF THE MINUTES

Director Jenkins made a motion, seconded by Director Nicoli, that the Board approve the minutes of the August 7, 2024, Regular Board Meeting as presented.

The following vote carried the motion:

AYES:	5	Cawthon, Jenkins, Nicoli, Qualls, McGlade
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

G. FINANCIAL MATTERS

Director McGlade made a motion, seconded by Director Qualls, that the Board approve the Financial Status Report for the 2024/2025 Fiscal Year as presented. The following vote carried the motion:

AYES:	5	Cawthon, Jenkins, Nicoli, Qualls, McGlade
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

H. RESOLUTION NO. 2024-12

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT AMENDING APPENDIX A-2 "DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES" OF THE DISTRICT'S CONFLICT OF INTEREST CODE

Staff Report

Director Nicoli moved, seconded by Director Qualls, to adopt Resolution No. 2024-12 as presented. Motion passed with the roll call vote as follows:

Cawthon: Aye

Jenkins: Aye
Nicoli: Aye
Qualls: Aye
McGlade: Aye

I. NEW TEMPORARY FIRE STATION 63 PLANNING & PERMITTING SERVICES

Staff Report

Director Cawthon made a motion, seconded by Director Qualls, to authorize the Fire Chief to execute an agreement for Planning & Permitting Services at an estimated cost of \$60,000 with a 10% contingency cost of \$66,000

AYES:	5	Cawthon, Jenkins, Nicoli, Qualls, McGlade
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

J. FIRE STATION 61 KITCHEN AND DAY ROOM REMODEL ARCHITECTURAL AND PERMITS FEES

Staff Report

Director Nicoli made a motion, seconded by Director Qualls, to authorize the Fire Chief to increase the kitchen & dayroom remodel contract with Godkin Design/Build, Inc. by \$32,152 plus a contingency of \$5,000 for a total of \$37,152. The following vote carried the motion:

AYES:	5	Cawthon, Jenkins, Nicoli, Qualls, McGlade
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

K. ADMINISTRATIVE REPORT

Fire Chief Robert Kovach gave the following updates:

Mutual Aid:

CSFPD provided mutual aid at the Park, Pioneer, Refugio, and Coffee Pot Fires.

Station 62 relocation project:

The hand trench has been completed; we are waiting for the official report, but the on-site verbal sounded positive. If cleared, the next step is to determine options for securing the building envelope and then begin the conceptual project schedule.

A Fire Station Location Committee meeting was held on August 20th, an update on the trenching was provided, and a review of the joint station acquisition and development agreement was completed.

A meeting has been requested with Regency Innovation, LLC.

Current Station 62 lot expansion:

Caltrans has contacted Waters Cardenas Land Surveying to coordinate the final mapping product. Once the mapping is finalized, we will wait to determine the next step.

RFCC:

The building's keys are slated to be handed over on September 28th, and the operational target date is December 2024.

Avocado Festival:

The festival is contracting with CSFPD to staff the first aid booth.

One805 Event:

The fundraiser concert is on September 20, 2024.

Board Workshop on Facility Capital Improvement Projects:

We would like to have the workshop immediately following the November 6th Regular Board Meeting.

L. BOARD COMMUNICATIONS

There were none.

M. UPCOMING AGENDA ITEMS

There were none.

The board adjourned into closed session at 6:07 p.m.

N. CLOSED SESSION

Conference with Labor Negotiators

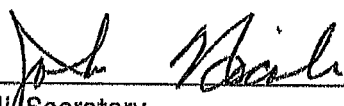
(Government Code section 54957.6)

Agency-designate representatives: Cawthon and Jenkins

Unrepresented Employee: Fire Chief

The board came out of closed session at 6:31 p.m. with no reportable action.

ATTEST:


John Nicol, Secretary

Minutes prepared by Grace Rampton, Clerk of the Board