

FIVE CITIES FIRE AUTHORITY

Karen White, Board Member
Keith Storton, Board Member
Jeff Lee, Board Member



Stephen C. Lieberman, Executive Officer
Tricia Meyers, Clerk to the Board
David P. Hale, General Counsel

AGENDA BOARD MEETING FRIDAY, JANUARY 15, 2021–10:00 A.M.

In the interest of the Governor's Executive Order N-25-20, members of the Board or staff will participate in this meeting via teleconference. Members of the public may listen to the meeting and provide public comment via telephone by calling 1(833)611-0393. Members of the public may also participate in the meeting electronically by submitting public comments to the Clerk to the Board at tmeyers@fivecitiesfire.org no later than the meeting start time of 10:00 A.M. Emailed comments will be received directly by the Clerk and will be read out loud during the meeting. Public comment is subject to the customary 3-minute time limit.

CALL TO ORDER

FLAG SALUTE

ROLL CALL

ROTATION OF OFFICERS

AGENDA REVIEW:

At this time the Board will review the order of business to be conducted and receive requests for, or make announcements regarding any change(s) in the order of the day. The Board should, by motion, approve the agenda as presented or as revised.

APPROVAL OF MINUTES:

1. **Consideration of Approval of Minutes** (MEYERS)
Recommended Action: Approve the minutes of the Board Meeting of December 18, 2020.

BOARD MEETING AGENDA – JANUARY 15, 2021
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COMMUNITY COMMENTS AND SUGGESTIONS:

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the Board. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or Vice Chair may:

- Direct Authority staff to assist or coordinate with you.
- A Board Member may state a desire to meet with you.
- It may be the desire of the Board to place your issue or matter on a future Board agenda.

CONSENT AGENDA:

The following routine items listed below are scheduled for consideration as a group. The recommendations for each item are noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member, the Fire Chief or General Counsel may request that any item be pulled from the Consent Agenda to permit discussion or change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

1. Consideration of Cash Disbursement Activity(LIEBERMAN)

Recommended Action: Receive and file the listing of cash disbursements for the period of December 1, 2020 through December 31, 2020.

CONTINUED BUSINESS:

None.

NEW BUSINESS:

**a. Consideration of a Resolution Declaring a 2015 Ford Explorer as Surplus
(LIEBERMAN)**

Recommended Action: Adopt a Resolution declaring a Ford Explorer command vehicle as surplus property and delegate to the Fire Chief authority to do any and all things necessary to facilitate the sale of the vehicle.

BOARD MEMBER ITEMS:

The following item(s) are placed on the agenda by a Board Member who would like to receive feedback, obtain consensus to direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken.

None.

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FIRE CHIEF ITEMS:

The following item(s) are placed on the agenda by the Fire Chief in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

- a. Fire Chief Updates

GENERAL COUNSEL ITEMS:

The following item(s) are placed on the agenda by the General Counsel in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

None.

BOARD COMMUNICATIONS:

Correspondence/Comments as presented by the Board.

CLOSED SESSION:

- a. **Public Employee Performance Evaluation, Gov. Code Section 54957**
Position: Fire Chief/Executive Officer
- b. **Public Employee Performance Evaluation, Gov. Code Section 54957**
Position: General Counsel

ADJOURNMENT

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Clerk to the Board's office, 140 Traffic Way, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Clerk to the Board's office at 805-473-5490 as soon as possible and at least 48 hours prior to the meeting date.

Any documentation or materials to be submitted by the General Public for consideration by the Board shall be submitted to the Clerk to the Board by email at tmeyers@fivecitiesfire.org, no later than 24 hours prior to the above scheduled time for the Five Cities Fire Authority Board meeting. Failure to submit documents or any materials at least 24 hours prior to the scheduled time for the Board meeting shall be grounds for the Board to reject consideration or review of those items unless otherwise required by state or local laws.

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BOARD MEETING AGENDA – JANUARY 15, 2021
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This agenda was prepared and posted pursuant to Government Code Section 54954.2. Agendas are posted at the Arroyo Grande City Hall, 300 E. Branch Street, Arroyo Grande, Headquarters ~ Station 1, 140 Traffic Way, Arroyo Grande, the Grover Beach City Hall, 154 S. 8th Street, Grover Beach, Station 2, 701 Rockaway Avenue, Grover Beach, and Oceano Community Services District, 1655 Front Street, Oceano.

Agenda reports can be accessed and downloaded from the Five Cities Fire Authority Website at www.fivecitiesfireauthority.org.

MINUTES

FIVE CITIES FIRE AUTHORITY BOARD MEETING FRIDAY, DECEMBER 18, 2020

Due to the County of San Luis Obispo's Executive Order to shelter at home and Pursuant to the Governor's Executive Order N-25-20, members of the Board and staff participated in this meeting via teleconference. Members of the public were invited to participate in the meeting by listening in and could comment electronically by submitting public comments to the Clerk to the Board at tmeyers@fivecitiesfire.org.

CALL TO ORDER:

Chair White called the Five Cities Fire Authority (FCFA) Board meeting to order at 10:00 a.m.

FLAG SALUTE:

Vice Chair Storton led the Flag Salute.

ROLL CALL:

FCFA Board: Chair Karen White, Vice Chair Keith Storton and Board Member Jeff Lee.

FCFA Staff Present: Fire Chief Stephen Lieberman, General Counsel Dave Hale and Clerk to the Board Tricia Meyers.

AGENDA REVIEW:

Action: Vice Chair Storton moved, Board Member Lee seconded, and the motion passed unanimously to approve the Five Cities Fire Authority's Agenda by a voice vote.

AYES: Storton, Lee, White
NOES: None
ABSENT: None
ABSTAIN: None

APPROVAL OF MINUTES:

Consideration of Approval of Minutes. Chair White requested the minutes be corrected to state that fireworks will be discussed at Oceano Community Services District's January meeting.

Action: Approved the amended minutes of the Board Meeting of November 20, 2020, with a voice vote.

AYES: Storton, Lee, White
NOES: None
ABSENT: None
ABSTAIN: None

COMMUNITY COMMENTS AND SUGGESTIONS:

None.

CONSENT AGENDA:

1. Consideration of Cash Disbursement Activity.

Action: Received and filed the listing of cash disbursements for the period of November 1, 2020 through November 30, 2020.

PUBLIC HEARINGS:

None.

CONTINUED BUSINESS:

None.

NEW BUSINESS:

None.

BOARD MEMBER ITEMS:

None.

GENERAL COUNSEL ITEMS:

None.

FIRE CHIEF ITEMS:

- a. COVID-19 case counts are rapidly rising. The County Fire Chiefs are working on a PSA project, which asks community members to stay at home. They want to remind citizens to wear masks and continue social distancing.
- b. There have been three positive cases within the Five Cities Fire Authority(FCFA) staff. This resulted in a few employees having to quarantine. FCFA staff will be tested twice in the coming week.
- c. FCFA staff assisted the Arroyo Grande Police Department with a decontamination process due to a positive COVID-19 case within the police department.
- d. Chief Lieberman reported that the SLO County Public Health Department will be hosting a vaccination point of distribution clinic for the Tier 1 group. They have requested local fire departments provide available staff to assist with the clinic. This could lead to overtime costs.
- e. The yearly rotation of Board Member positions will take place at the January Board meeting.
- f. FCFA Board meetings may transition to Zoom meetings in the future.

BOARD COMMUNICATIONS:

Vice Chair Storton thanked the Chief and staff during these challenging times. He also mentioned that local officials have reached out to the state to request that the Central Coast be treated as their own region in regards to stay at home orders. Currently, the Central Coast has been grouped in with Southern California. Board Member Lee confirmed the City of Grover Beach supported the regional request as well.

CLOSED SESSION:

The Board adjourned to a Closed Session at 10:15 a.m. concerning the following items:

- a. Public Employee Performance Evaluation, Gov. Code Section 54957
Position: Fire Chief/Executive Officer
- b. Public Employee Performance Evaluation, Gov. Code Section 54957
Position: General Counsel

RECONVENE TO OPEN SESSION:

General Counsel Hale called the meeting back to order at 10:59 p.m. with no reportable action.

ADJOURNMENT:

Chair White adjourned the meeting at 10:59 p.m. The next Board meeting is scheduled for January 15, 2021, at 10:00 a.m. via teleconference.

KEITH STORTON, CHAIR

ATTEST:

TRICIA MEYERS, CLERK TO THE BOARD



STAFF REPORT

TO: Chair and Board Members **MEETING DATE:** January 15, 2021

FROM: Stephen C. Lieberman, Fire Chief
Margaret Conway-Pearson, City of Arroyo Grande Interim Accounting Manager

SUBJECT: Consideration of Cash Disbursement Ratification

RECOMMENDATION

It is recommended that the Five Cities Fire Authority (FCFA) Board of Directors review, receive and accept the attached listing of cash disbursements for the period December 1 through December 31, 2020.

BACKGROUND

The FCFA JPA agreement identifies the City of Arroyo Grande as the agency providing financial services to the fire department. The City processes payroll and accounts payable on behalf of the FCFA. Historically, the City has processed FCFA payroll on City checks (using a City bank account). The City recovers 100% of these payroll costs along with related staff time. FCFA staff is working with the City to determine if payroll can be processed utilizing FCFA checks/bank account.

Cash disbursements are made weekly based on the submission of all required documentation and supporting invoices for costs incurred/services rendered. The Fire Chief reviews all disbursement documents before they are submitted to the City for processing.

FISCAL IMPACT

There is a \$382,545.17 fiscal impact that includes the following items:

- Accounts Payable Checks \$ 42,658.91
- Payroll and Benefit Checks \$339,886.26

ALTERNATIVES

The following alternatives are provided for the Board's consideration:

1. Approve the staff recommendation
2. Do not approve the staff recommendation
3. Provide other direction.

ATTACHMENTS

December 1 through December 31, 2020 Accounts Payable Register
December 1 through December 31, 2020 Payroll and Check Register

PREPARED BY

Stephen C. Lieberman, Fire Chief

FIVE CITIES FIRE AUTHORITY
CHECK LISTING

DECEMBER 1-DECEMBER 31, 2020

ATTACHEMENT 1

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
1	12/04/2020	7414	236.63	shop supplies - rental mats, towels	290.4211.5303	ARAMARK
2	12/04/2020	7414	236.63	shop supplies - rental mats, towels	290.4211.5303	ARAMARK
3	12/04/2020	7415	775.62	phone lines 10/25/20 - 11/24/2	290.4211.5403	AT&T
4	12/04/2020	7416	326.06	ipad wireless charges (10/12/2	290.4211.5403	AT&T MOBILITY
5	12/04/2020	7417	210.66	ACCT#8245100960102339 station	290.4211.5401	CHARTER COMMUNICATIONS
6	12/04/2020	7417	93.77	ACCT#82451010116287 station	290.4211.5401	CHARTER COMMUNICATIONS
7	12/04/2020	7417	118.81	ACCT#8245101000202519 station	290.4211.5401	CHARTER COMMUNICATIONS
8	12/04/2020	7418	933.21	fuel	290.4211.5608	J B DEWAR, INC
9	12/04/2020	7419	551.77	billing reference: 7500430314	290.4211.5512	EAN SERVICES LLC
10	12/04/2020	7420	113.76	Acct # FC10003441805~	290.4211.5512	EAN SERVICES LLC
11	12/04/2020	7421	58.78	shipping charges	290.4211.5208	FEDEX
12	12/04/2020	7422	1,698.90	pg&e costs - station 2 (Sept 1	290.4211.5401	CITY OF GROVER BEACH
13	12/04/2020	7422	1,505.60	pg&e costs - station 2 (august	290.4211.5401	CITY OF GROVER BEACH
14	12/04/2020	7423	1,265.00	Microsoft Surface Pro Tablet	290.4211.5702	ITSAVVY LLC
15	12/04/2020	7423	72.00	Microsoft Surface 65W Power Su	290.4211.5702	ITSAVVY LLC
16	12/04/2020	7423	130.00	Microsoft Surface Pro Signatur	290.4211.5702	ITSAVVY LLC
17	12/04/2020	7423	4.00	CA Electronic Waste Recycling	290.4211.5702	ITSAVVY LLC
18	12/04/2020	7423	80.00	Microsoft Surface Pen M1776	290.4211.5702	ITSAVVY LLC
19	12/04/2020	7423	141.98	Sales Tax	290.4211.5702	ITSAVVY LLC
20	12/04/2020	7423	205.00	Microsoft Surface Dock 2	290.4211.5702	ITSAVVY LLC
21	12/04/2020	7423	80.00	Microsoft USB-C Travel Hub	290.4211.5702	ITSAVVY LLC
22	12/04/2020	7424	22.30	Inflate thruvalve cap	290.4211.5601	LAWSON PRODUCTS, INC
23	12/04/2020	7425	1.87	fasteners	290.4211.5501	MINER'S ACE HARDWARE, INC
24	12/04/2020	7425	20.01	equipment mt	290.4211.5603	MINER'S ACE HARDWARE, INC
25	12/04/2020	7425	34.84	broom / fasteners	290.4211.5604	MINER'S ACE HARDWARE, INC
26	12/04/2020	7426	105.25	paper	290.4211.5201	PAPER CONNECTION
27	12/04/2020	7427	188.56	solvent & disposal	290.4211.5325	SAFETY-KLEEN SYSTEMS, INC
28	12/04/2020	7428	54.09	pencil gauge	290.4211.5273	SNAP-ON INDUSTRIAL
29	12/04/2020	7429	9,135.24	repairs to truck 6645~	290.4211.5601	SOUTH COAST EMERGENCY
30	12/04/2020	7430	220.06	shipping for medical supplies	290.4211.5208	THE UPS STORE #2501
31	12/04/2020	7431	177.79	ice machine rental	290.4211.5303	TOGNAZZINI BEVERAGE SERVICE
32	12/04/2020	7432	538.14	acct#670954297-00001 (14) phon	290.4211.5403	VERIZON WIRELESS
33	12/17/2020	7433	98.60	Argon/Oxygen rental	290.4211.5303	AIRGAS USA, LLC
34	12/17/2020	7434	72.19	flags	290.4211.5508	AMERICAN FLAG AND GIFT
35	12/17/2020	7435	172.65	BAN #9391033178-CIRCUIT CHRGS	290.4211.5403	AT&T
36	12/17/2020	7435	172.65	BAN#9391033179-CIRCUIT CHRGS S	290.4211.5403	AT&T
37	12/17/2020	7436	268.35	office supplies	290.4211.5201	BANK OF AMERICA
38	12/17/2020	7436	69.95	pouch tape-office supplies	290.4211.5201	BANK OF AMERICA
39	12/17/2020	7436	174.09	Office supplies	290.4211.5201	BANK OF AMERICA

FIVE CITIES FIRE AUTHORITY
CHECK LISTING
DECEMBER 1-DECEMBER 31, 2020

ATTACHEMENT 1

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
40	12/17/2020	7436	92.70	postage	290.4211.5208	BANK OF AMERICA
41	12/17/2020	7436	499.40	postage	290.4211.5208	BANK OF AMERICA
42	12/17/2020	7436	47.38	investigation supplies	290.4211.5255	BANK OF AMERICA
43	12/17/2020	7436	117.48	Meal kits	290.4211.5255	BANK OF AMERICA
44	12/17/2020	7436	139.00	Investigation supplies	290.4211.5255	BANK OF AMERICA
45	12/17/2020	7436	120.92	REI Searby uniform	290.4211.5276	BANK OF AMERICA
46	12/17/2020	7436	538.74	Signal booster	290.4211.5276	BANK OF AMERICA
47	12/17/2020	7436	222.89	Axe belt - McMahon Uniform	290.4211.5276	BANK OF AMERICA
48	12/17/2020	7436	258.48	REI-Hinden uniform allowance	290.4211.5276	BANK OF AMERICA
49	12/17/2020	7436	18.25	secure conference	290.4211.5403	BANK OF AMERICA
50	12/17/2020	7436	35.00	Telecommunications - call in s	290.4211.5403	BANK OF AMERICA
51	12/17/2020	7436	14.99	Telecommunications Zoom	290.4211.5403	BANK OF AMERICA
52	12/17/2020	7436	0.99	Fire chief iphone storage	290.4211.5403	BANK OF AMERICA
53	12/17/2020	7436	85.26	Meals - Incident Mngmt team	290.4211.5512	BANK OF AMERICA
54	12/17/2020	7436	100.98	Hotel - strike team	290.4211.5512	BANK OF AMERICA
55	12/17/2020	7436	153.04	Fuel - Lieberman Incident Mngmt Team	290.4211.5512	BANK OF AMERICA
56	12/17/2020	7436	8.70	Fastrak violation-Hughey strike	290.4211.5512	BANK OF AMERICA
57	12/17/2020	7436	48.45	Tow strap	290.4211.5601	BANK OF AMERICA
58	12/17/2020	7436	152.39	Rotate tires Ford F250	290.4211.5601	BANK OF AMERICA
59	12/17/2020	7436	185.98	led llights for Patrol 6663	290.4211.5601	BANK OF AMERICA
60	12/17/2020	7436	42.23	Freight	290.4211.5601	BANK OF AMERICA
61	12/17/2020	7436	144.20	chargers	290.4211.5601	BANK OF AMERICA
62	12/17/2020	7436	64.99	tailgate support bars	290.4211.5601	BANK OF AMERICA
63	12/17/2020	7436	106.92	vehicle maint supplies	290.4211.5601	BANK OF AMERICA
64	12/17/2020	7436	-85.84	amazon refund on tire chains	290.4211.5601	BANK OF AMERICA
65	12/17/2020	7436	537.65	UTV Ramp	290.4211.5601	BANK OF AMERICA
66	12/17/2020	7436	116.84	radio parts	290.4211.5606	BANK OF AMERICA
67	12/17/2020	7436	192.96	Feul - strike team	290.4211.5608	BANK OF AMERICA
68	12/17/2020	7436	8.58	Computer cables	290.4211.5702	BANK OF AMERICA
69	12/17/2020	7436	64.11	computer case	290.4211.5702	BANK OF AMERICA
70	12/17/2020	7436	34.41	computer cables	290.4211.5702	BANK OF AMERICA
71	12/17/2020	7437	204.98	acct#824510096025290 Internet	290.4211.5401	CHARTER COMMUNICATIONS
72	12/17/2020	7438	108.92	monthly users fee	290.4211.5607	CREWSENSE LLC
73	12/17/2020	7439	222.88	fuel	290.4211.5608	J B DEWAR, INC
74	12/17/2020	7439	1,020.24	fuel	290.4211.5608	J B DEWAR, INC
75	12/17/2020	7440	25.00	uniform hats-Lopresti	290.4211.5276	FIVE CITIES PROF. FIREFIGHTERS
76	12/17/2020	7440	25.00	Uniform hats - Angello	290.4211.5276	FIVE CITIES PROF. FIREFIGHTERS
77	12/17/2020	7441	1,186.05	PG&E costs - station 2~	290.4211.5401	CITY OF GROVER BEACH
78	12/17/2020	7442	962.50	professional services - Nov 20	290.4211.5303	DAVID P HALE

FIVE CITIES FIRE AUTHORITY
CHECK LISTING

DECEMBER 1-DECEMBER 31, 2020

ATTACHEMENT 1

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
79	12/17/2020	7443	93.09	rug doctor machine - clean car	290.4211.5604	MINER'S ACE HARDWARE, INC
80	12/17/2020	7443	46.30	bidg mt supplies	290.4211.5604	MINER'S ACE HARDWARE, INC
81	12/17/2020	7443	-50.00	returned rug doctor machine	290.4211.5604	MINER'S ACE HARDWARE, INC
82	12/17/2020	7443	74.99	Rug dr machine to clean carpet	290.4211.5604	MINER'S ACE HARDWARE, INC
83	12/17/2020	7443	93.09	rug dr machine - clean carpets	290.4211.5604	MINER'S ACE HARDWARE, INC
84	12/17/2020	7443	-74.99	returned rug dr machine	290.4211.5604	MINER'S ACE HARDWARE, INC
85	12/17/2020	7443	-50.00	return rug dr machine	290.4211.5604	MINER'S ACE HARDWARE, INC
86	12/17/2020	7444	541.36	cleaning supplies	290.4211.5604	MINER'S ACE HARDWARE, INC
87	12/17/2020	7445	67.88	beanines & embroidery - chiefs	290.4211.5604	MINER'S ACE HARDWARE, INC
88	12/17/2020	7446	62.00	emt recort - heath	290.4211.5604	PRO CARE JANITORIAL SUPPLY
89	12/17/2020	7447	401.78	utilities - Gas	290.4211.5276	R & T EMBROIDERY, INC
90	12/17/2020	7448	50.00	steri-safe compliance	290.4211.5501	SLO COUNTY EMS AGENCY
91	12/17/2020	7449	167.77	t-19 public safety us	290.4211.5401	SOCAL GAS
92	12/11/2020	7450	379.32	argon/oxygen replacement bottl	290.4211.5303	STERICYCLE INC.
93	12/11/2020	7451	242.18	shop supplies - rental	290.4211.5303	THOMSON REUTERS WEST
94	12/11/2020	7452	33.34	circuit line to agpd 54gs6018p	290.4211.5303	AIR GAS USA, LLC
95	12/11/2020	7453	877.00	msa asapter qc parts	290.4211.5403	ARAMARK
96	12/11/2020	7454	204.98	acct#8245101000239800 internet	290.4211.5603	AT & T
97	12/11/2020	7454	204.98	acct#82451010138133 internet	290.4211.5401	BAUER COMPRESSORS, INC
98	12/11/2020	7455	275.00	nfp a fire sprinkler system rev	290.4211.5401	CHARTER COMMUNICATIONS
99	12/11/2020	7456	141.33	shipping charges	290.4211.5303	CHARTER COMMUNICATIONS
100	12/11/2020	7457	40.89	sanitizer supplies	290.4211.5208	COLLINGS & ASSOCIATES LLC
101	12/11/2020	7458	303.83	uniform - lieberman	290.4211.5604	FEDEX
102	12/11/2020	7459	239.15	gas detector sensor	290.4211.5276	MINER'S ACE HARDWARE, INC
103	12/11/2020	7460	56.26	cobra single layer belt	290.4211.5603	RANGE MASTER
104	12/30/2020	7461	236.63	shop supplies - rental	290.4211.5272	WINEMA INDUSTRIAL &
105	12/30/2020	7462	326.10	ipad wireless charges (11/12 -	290.4211.5303	WOLFPACK GEAR INC
106	12/30/2020	7463	210.66	ACCT#8245100960102339 STN 1 TV	290.4211.5403	ARAMARK
107	12/30/2020	7464	425.00	nfp a fire sprinkler system rev	290.4211.5401	AT&T MOBILITY
108	12/30/2020	7465	468.00	professional services: Dec 20	290.4211.5303	CHARTER COMMUNICATIONS
109	12/30/2020	7466	25.09	pump for hand sanitizer	290.4211.5303	COLLINGS & ASSOCIATES LLC
110	12/30/2020	7466	645.96	coolant	290.4211.5255	DANER LAW FIRM APLC
111	12/30/2020	7466	1,006.66	fuel	290.4211.5255	J B DEWAR, INC
112	12/30/2020	7467	33.45	shipping charges	290.4211.5601	J B DEWAR, INC
113	12/30/2020	7468	65.66	special dept supplies	290.4211.5608	J B DEWAR, INC
114	12/30/2020	7469	4,709.12	2020 hose testing service (18,	290.4211.5208	FEDEX
115	12/30/2020	7470	83.85	annual fire extinguisher mt	290.4211.5255	MINER'S ACE HARDWARE, INC
116	12/30/2020	7470	59.54	annual fire extinguisher mt	290.4211.5303	NATIONAL HOSE TESTING SPEC INC
117	12/30/2020	7470	183.78	annual fire extinguisher mt	290.4211.5303	SCOTT O'BRIEN FIRE & SAFETY CO
					290.4211.5303	SCOTT O'BRIEN FIRE & SAFETY CO

FIVE CITIES FIRE AUTHORITY
CHECK LISTING

ATTACHEMENT 1

DECEMBER 1-DECEMBER 31, 2020

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
118	12/30/2020	7471	1,155.78	ELECTRIC	290.4211.5401	PACIFIC GAS & ELECTRIC CO
119	12/30/2020	7472	15.50	embroidery - penner	290.4211.5276	R & T EMBROIDERY, INC
120	12/30/2020	7472	11.75	embroidery jacket	290.4211.5276	R & T EMBROIDERY, INC
121	12/30/2020	7472	16.75	embroidery - lopresti	290.4211.5276	R & T EMBROIDERY, INC
122	12/30/2020	7473	192.06	utilities: 11/12 - 12/14/20~	290.4211.5401	SOCAL GAS
123	12/30/2020	7474	177.79	ice machine rental	290.4211.5303	TOGNAZZINI BEVERAGE SERVICE
			42,658.91			

FIVE CITIES FIRE AUTHORITY
DEPARTMENTAL LABOR DISTRIBUTION

PAY PERIOD

11/13/2020 - 11/26/2020

12/4/2020

BY ACCOUNT

5101	Salaries Full time	73,987.46
5102	Salaries Part-Time - PPT	612.60
5103	Salaries Part-Time - TPT	5,676.00
5105	Salaries OverTime	23,797.52
5106	Salaries Strike Team OT	-
5108	Holiday Pay	5,674.27
5109	Sick Pay	82.00
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	3,141.12
5114	Comp Pay	4,256.64
5115	Annual Leave Pay	-
5121	PERS Retirement	20,229.02
5122	Social Security	4,907.87
5123	PARS Retirement	9.19
5126	State Disability Ins.	251.85
5127	Deferred Compensation	125.00
5131	Health Insurance	17,101.93
5132	Dental Insurance	968.16
5133	Vision Insurance	267.04
5134	Life Insurance	121.52
5135	Long Term Disability	154.34
		<u>161,363.53</u>

FIVE CITIES FIRE AUTHORITY
DEPARTMENTAL LABOR DISTRIBUTION
PAY PERIOD

11/27/2020 - 12/10/2020

12/18/2020

BY ACCOUNT

5101	Salaries Full time	70,220.51
5102	Salaries Part-Time - PPT	102.10
5103	Salaries Part-Time - TPT	5,940.00
5105	Salaries OverTime	32,476.18
5106	Salaries Strike Team OT	4,518.12
5108	Holiday Pay	5,674.27
5109	Sick Pay	5,476.85
5110	Annual Leave Buyback	699.60
5111	Vacation Buyback	-
5112	Sick Leave Buyback	2,703.12
5113	Vacation Pay	-
5114	Comp Pay	5,823.00
5115	Annual Leave Pay	-
5121	PERS Retirement	20,142.29
5122	Social Security	5,682.69
5123	PARS Retirement	1.53
5126	State Disability Ins.	324.48
5127	Deferred Compensation	125.00
5131	Health Insurance	17,101.93
5132	Dental Insurance	968.16
5133	Vision Insurance	267.04
5134	Life Insurance	121.52
5135	Long Term Disability	154.34
		<u>178,522.73</u>



STAFF REPORT

TO: Chair and Board Members **MEETING DATE:** January 15, 2021

FROM: Stephen Lieberman, Fire Chief / Executive Officer

SUBJECT: Consideration of a Resolution Declaring a 2015 Ford Explorer as Surplus

RECOMMENDATION

It is recommended that the Board of Directors adopt a Resolution declaring a Ford Explorer command vehicle as surplus property and delegate to the Fire Chief authority to do any and all things necessary to facilitate the sale of the vehicle.

BACKGROUND

In 2014, the Five Cities Fire Authority (FCFA) received a grant from Fireman's Fund Insurance in the amount of \$30,000 to purchase a command vehicle. Given the limited funding amount, FCFA acquired a Ford Explorer Police Interceptor utilizing a pre-negotiated contract with the State of California. The vehicle is similar in design to vehicles operated by local law enforcement agencies and the California Highway Patrol.

The vehicle was placed into service and after a brief period of time, it was apparent that the limited size of the vehicle would not accommodate the increasing amount of equipment and electronics required by the Battalion Chief position. Additionally, the vehicle lacks four-wheel drive capabilities, significantly hampering response ability to wildland fires and incidents on the beach.

The Battalion Chiefs now drive full-size four-wheel drive pick-up trucks. The Fire Chief has driven the Explorer for several years, but is also faced with the same space and access challenges. With the current configuration and equipment load, the vehicle is only able to transport a single passenger. Based on the capabilities of the vehicle, there is no further use for it in the organization.

The Fire Chief has spoken with several vehicle consignment companies and believes the vehicle could be sold "as is" for \$15,000-\$25,000. The proceeds from the sale would provide a partial offset to a future replacement vehicle for the Fire Chief, which will be included in the proposed Fiscal Year 2021-2022 budget.

FISCAL IMPACT

The majority of the vehicle's purchase and outfitting was funded by a private-sector grant of \$30,000. The sale of the vehicle could yield proceeds ranging between \$15,000-\$25,000.

ALTERNATIVES

The following alternatives are provided for the Board's consideration:

1. Declare the 2015 Ford Explorer command vehicle as surplus and delegate to the Fire Chief authority to do any and all things necessary to move forward with the sale of the vehicle.
2. Direct the Fire Chief to maintain the vehicle in the fleet.
3. Provide other direction.

ATTACHMENTS

1. Resolution declaring a Ford Explorer command vehicle as surplus

PREPARED BY

S. Lieberman, Fire Chief/Executive Officer

RESOLUTION NO. 2021-01

**A RESOLUTION OF THE BOARD OF THE FIVE CITIES FIRE
AUTHORITY TO CONSIDER DECLARING A 2015 FORD
EXPLORER AS SURPLUS**

WHEREAS, in 2014 the Five Cities Fire Authority (FCFA) received a grant from Fireman's Fund Insurance in the amount of \$30,000 to purchase a command vehicle; and

WHEREAS, due to the limited amount of funding, FCFA acquired a Ford Explorer Police Interceptor and placed it into service; and

WHEREAS, within a short period of time it became apparent the vehicle was not large enough to accommodate the increasing amount of equipment and electronics required by the FCFA personnel; and

WHEREAS, the vehicle also lacks four-wheel drive thereby hampering response abilities to wildland fires and incidents on the beach; and

WHEREAS, therefore based on the limitations and restrictions of this vehicle, the FCFA staff is recommending the Board approve the sale of this Ford Explorer vehicle.

NOW, THEREFORE, BE IT RESOLVED that the Five Cities Fire Authority Board does declare the Ford Explorer as surplus and directs the Fire Chief to move forward with the sale of the vehicle.

On motion by _____, seconded by Board Member _____, and by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

the foregoing Resolution was passed and adopted at the meeting of the Board of the Five Cities Fire Authority, this 15th day of January, 2021.

**_____
KEITH STORTON, CHAIR**

ATTEST:

**_____
TRICIA MEYERS, CLERK TO THE BOARD**

APPROVED AS TO CONTENT:

**_____
STEPHEN C. LIEBERMAN, FIRE CHIEF**

APPROVED AS TO FORM:

**_____
DAVID HALE, GENERAL COUNSEL**

OFFICIAL CERTIFICATION

I, TRICIA MEYERS, Clerk to the Board of the Five Cities Fire Authority, County of San Luis Obispo, State of California, do hereby certify under penalty of perjury, that Resolution No. 2021-01 is a true, full, and correct copy of said Resolution passed and adopted at the meeting of the Board of the Five Cities Fire Authority on the 15th day of January, 2021.

WITNESS my hand and the Seal of the Five Cities Fire Authority affixed this 15th day of January, 2021.

**_____
TRICIA MEYERS, CLERK TO THE BOARD**