

FIVE CITIES FIRE AUTHORITY



Daniel Rushing, Chair
Lan George, Vice Chair
Caren Ray Russom, Board Member
Clint Weirick, Board Member

Matthew Bronson, Management Committee
Matthew Downing, Management Committee
Stephen C. Lieberman, Fire Chief
Tricia Meyers, Clerk to the Board
David P. Hale, General Counsel

AGENDA SPECIAL BOARD MEETING MONDAY, JANUARY 29, 2024–5:30 P.M.

City of Grover Beach Council Chambers
154 South Eighth Street, Grover Beach, CA

CALL TO ORDER

FLAG SALUTE

ROLL CALL

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.

NEW BUSINESS

a. Update of Regular Board Meeting Schedule(BRONSON/DOWNING)

Recommended Action: Adopt a Resolution updating the schedule for regular Board meetings including frequency, day, time, and location and establishing a regular meeting for January 29, 2024.

ADJOURNMENT

SPECIAL BOARD MEETING AGENDA – JANUARY 29, 2024
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All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 24 hours of a special 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.

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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This agenda was prepared and posted pursuant to Government Code Section 54956. 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, and Station 2, 701 Rockaway Avenue, Grover Beach.

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



STAFF REPORT

TO: Chair and Board Members **MEETING DATE:** January 29, 2024

FROM: Matthew Bronson, Management Committee
Matthew Downing, Management Committee

SUBJECT: Update of Regular Board Meeting Schedule

RECOMMENDATION

It is recommended the Board adopt a resolution updating the schedule for regular Board meetings including the frequency, day, time, and location and establishing a regular meeting for January 29, 2024.

BACKGROUND

On June 22, 2023, the Board took action to establish a schedule for regular Board meetings which identified the frequency, day, time, and location for these meetings. In addition to regular meetings held on August 21, 2023 and October 16, 2023, beginning in 2024 regular meetings will be held in January, April, July, and October on the third Monday at 5:00 p.m. The meeting location is the city in which the rotating Board Chair represents and as such, the location for 2024 meetings is the Grover Beach Council Chamber as the current Board Chair represents Grover Beach.

However, subsequent to adoption of the schedule, staff realized that the third Monday in January is the Martin Luther King, Jr. holiday. Given this holiday conflict along with other schedule conflicts that particular week, staff worked with the Board to cancel this regular meeting and schedule a special meeting instead on January 29. To avoid this holiday conflict in the future, staff is recommending the Board adopt a resolution (shown in Attachment 1) updating the regular meeting schedule by stating that if a day of a regular meeting is a holiday, then the meeting would automatically be moved to the next day of Tuesday. Special meetings of the Board could continue to be called outside of the regular meeting schedule.

Lastly, the attached resolution also establishes a regular meeting for January 29, 2024 at 5:45 p.m. following the special meeting. Establishing this regular meeting is necessary given agenda items that must be approved at a regular meeting including appointment of an Interim Fire Chief and approval of a professional services agreement for General Counsel. Agenda items for this proposed regular meeting have been posted 72 hours in advance for transparency and Board consideration pending the Board's adoption of this resolution.

FISCAL IMPACT

There is no fiscal impact from this action.

ALTERNATIVES

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

1. Adopt a resolution updating the frequency, day, time, and location for regular meetings of the Board; or
2. Do not adopt a resolution; or
3. Provide other direction to staff.

ATTACHMENTS:
Resolution

RESOLUTION NO. 2024-01

**A RESOLUTION OF THE BOARD OF THE FIVE CITIES
FIRE AUTHORITY UPDATING THE SCHEDULE FOR
REGULAR BOARD MEETINGS**

WHEREAS, the Five Cities Fire Authority proposes to establish a schedule for holding regular meetings of the Board of Directors which identifies the frequency, day, time, and location of such meeting;

WHEREAS, beginning in 2024 regular meetings will be held in January, April, July, and October on the third Monday at 5:00 p.m. and held in the city in which the rotating Board Chair represents;

WHEREAS, if a day of a regular meeting is a holiday, then the meeting would automatically be moved to the next day of Tuesday and special meetings of the Board could continue to be called outside of the regular meeting schedule;

WHEREAS, a regular meeting for January 29, 2024 at 5:45 p.m. is established following the preceding special meeting given agenda items that must be approved at a regular meeting;

NOW, THEREFORE, THE BOARD OF THE FIVE CITIES FIRE AUTHORITY DOES DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

That the Board of the Five Cities Fire Authority does hereby adopt this Resolution establishing the regular meeting schedule and establishing a regular meeting for January 29, 2024.

BE IT ALSO RESOLVED that the Clerk to the Board shall certify the passage and adoption of this Resolution and enter it into the book of original Resolutions.

On motion by _____, seconded by _____, and on 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 29th day of January, 2024.

DANIEL RUSHING, CHAIR

ATTEST:

TRICIA MEYERS, CLERK TO THE BOARD

APPROVED AS TO CONTENT:

MATTHEW BRONSON, CHIEF EXECUTIVE OFFICER

APPROVED AS TO FORM:

DAVID P. 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 the attached Resolution No. 2024-01 is a true, full, and correct copy of said Resolution passed and adopted at the special meeting of the Board of the Five Cities Fire Authority on the 29th day of January, 2024.

WITNESS my hand and the Seal of the Five Cities Fire Authority affixed this 29th day of January, 2024.

TRICIA MEYERS, CLERK TO THE BOARD