



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Board of Directors Regular Meeting

Monday June 6, 2016

***** SPECIAL MEETING TIME 5:30 PM *****

Meeting Location: 3231 Main Street, Oakley

BOARD OF DIRECTORS

Steve Barr
Meghan Bell
Robert Kenny

Joel Bryant-President
Ronald Johansen-Vice President
Cheryl Morgan

Randy Pope
Erick Stonebarger
Joe Young

AGENDA

5:30 PM CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATIONS

A.1 Administration of Oath of Office of New Firefighters

PUBLIC COMMENTS

At this time the public may address the District Board on subject matters pertaining to District business listed on the Consent Calendar, Closed Session, Future Agenda Items, or items *not* listed on the agenda. Remarks may be limited to 3-minutes subject to the discretion of the Board President and with the concurrence of the Board of Directors. Members of the public wishing to address the Board may submit a "Public Comment Speaker Card" to the District Clerk. While the District encourages your comments, State law prevents the Board from discussing items that are not set forth on this meeting agenda. The Board and staff take your comments very seriously and, if appropriate, will follow up on them.

CONSENT CALENDAR

Consent Calendar items are considered routine in nature and will be enacted by the Board in one motion. If discussion or public comment is required, any Board Member may request the item be removed from the Consent Calendar and considered separately.

C.1 Approve Minutes from May 2, 2016 Regular Board of Directors Meeting

C.2 Approve a Professional Services Agreement with City of Brentwood for Information Technology Services for FY 2016-17

C.3 Approve a Professional Services Agreement with City of Brentwood for Administrative Services for FY 2016-17

- C.4** Approve a Three Year Contract with Hanson Bridgett LLP to provide General Counsel Services for FY 2016-17 through 2018-19
- C.5** Approve Cal Fire Amador Contract for Fiscal Year 2016-17
- C.6** Appoint a Director to Redevelopment Successor Agency Oversight Board for the City of Oakley

DISCUSSION ITEMS

- D.1** Receive Update from the Multi-Jurisdictional Fire Task Force
- D.2** Receive Financial Audits for Fiscal Years Ending 2011, 2012, 2013, and 2014
- D.3** Adopt Preliminary Operating, Other Budgets for Fiscal Year 2016-17
- D.4** Adopt Resolution Setting a Consolidated Election to Change the Board of Directors from an Appointed Nine-Member Board to a Five-Member Board Elected at Large
- D.5** Elect to Become Subject to the Uniform Public Construction Cost Accounting Act for Building and Maintenance and Introduce and Waive First Reading of Ordinance to Provide Informal Bidding Procedures for Construction Contracts
- D.6** Adopt Expense Reimbursement Policy and Procedures
- D.7** Adopt Revised Board Policy 1-3.16 to Alter Voting Threshold for Board Actions
- D.8** Receive Operational Update for May 2016

INFORMATIONAL STAFF REPORTS

1. Receive Update on New Firefighters and Recruitment

DIRECTORS' COMMENTS

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS

This portion of the agenda shall provide an opportunity for Board Members to report on activities, committee or event attendance pertaining to District business or to request a future item to be placed on the agenda.

ADJOURN TO THE SPECIAL BOARD MEETING SCHEDULED: June 20, 2016

All items appearing on the agenda are subject to action by the Board.

POSTING STATEMENT

A copy of this agenda was posted **June 3, 2016 at the East Contra Costa Fire Protection District Administrative Office, 134 Oak Street, Brentwood, CA 94513**. Pursuant to CA Government Code §54957.5, disclosable public records and writings related to an agenda item distributed to all or a majority of the Board of Directors including such records and writing distributed less than 72 hours prior to this meeting are available for public inspection at the East Contra Costa Fire Protection District Administrative Office, 134 Oak Street, Brentwood, CA 94513.

NOTICE In compliance with the Americans with Disabilities Act, any individuals requesting special accommodation to attend and/or participate in District Board meetings may contact the District Administrative Office at (925) 634-3400. Notification 48 hours prior to the meeting will enable the District to make reasonable accommodations.



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Meeting Minutes
Board of Directors Regular Meeting

Monday May 2, 2016

Meeting Location: 3231 Main Street, Oakley

BOARD OF DIRECTORS		
Steve Barr	Joel Bryant-President	Randy Pope
Meghan Bell	Ronald Johansen-Vice	Erick Stonebarger
Robert Kenny	President	Joe Young
	Cheryl Morgan	

5:30 PM CALL TO ORDER: (5:37 P.M.)

PLEDGE OF ALLEGIANCE: (5:37 P.M.)

ROLL CALL: (5:38 P.M.)

Directors Present: Barr, Bell, Bryant, Kenny, Morgan, Pope, Young

Directors Absent: Stonebarger, Johansen

ORGANIZATION OF THE EAST CONTRA COSTA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS: (5:38 P.M.)

A.1 Administration of Oath of Office for Director Bell, who has been appointed to the Board of Directors by the Oakley City Council

WORKSHOP: (5:43 P.M.)

1. Master Plan Standard of Coverage and Headquarters Staffing was presented by Stu Gary

Director Johansen arrived at 6:12 pm

Director Johansen left at 7:00 pm

The Board recessed at 7:06 and reconvened at 7:13

PUBLIC COMMENTS: (7:13 P.M.)

There were two (2) Public Speakers – Mark Whitlock, Richard Hanson

CONSENT CALENDAR: (7:15P.M.)

C.1 Approve Minutes from April 4, 2016 Regular Board of Directors Meeting

Motion by: Director Kenny to approve consent item C.1

Second by: Director Young

Vote: Motion carried: 5:0:2

Ayes: Barr, Bryant, Kenny, Morgan, Young

Noes:

Abstained: Bell, Pope

Absent: Johansen Stonebarger

DISCUSSION ITEMS

D.1 Receive Update from the Multi-Jurisdictional Fire Task Force (7:15 P.M.)

There were no (0) Public Speakers

D.2 Receive Legal Analysis and Consider Proposal to Seek PropertyTax Revenue Tranfers from Other Agencies in the ECCFPD Service Area

There were two (2) Public Speakers – Stephen Smith, Hal Bray

Motion by: Director Barr to remain netural on the proposal and authorize the Board President to draft a letter to the State Legisture to ask for re-allocate of funds**

Second by: Director Bell

Vote: Motion carried: 4:3:0

Ayes: Barr, Bell, Bryant, Kenny

Noes: Morgan, Pope, Young

Abstained:

Absent: Johansen, Stonebarger

****Vote failed 4/3 absent 5 affirmative votes needed to pass.**

Motion by: Director Pope to direct staff to prepare a resolution of support for reallocation to be sent to the legislature, and to share with the East County Voters citizens group .

Second by: Director Morgan

Vote: Motion carried: 7:0:0

Ayes: Barr, Bell, Bryant, Kenny, Morgan, Pope, Young

Noes:

Abstained:

Absent: Johansen, Stonebarger

D.3 Adopt Resolution Entering into a Joint Community Facilities Agreement with the California Statewide Communities Development Authority to form a Community Facilities District for the Delta Coves Project: (8:19P.M.)

There were one (1) Public Speaker – Don Hafer, Shea Homes

Motion by: Director Barr to adopt Resolution Entering into a Joint Community Facilities Agreement with the California Statewide Communities Development Authority to form a Community Facilities District for the Delta Coves Project

Second by: Director Pope

Vote: Motion carried: 7:0:0

Ayes: Barr, Bell, Bryant, Kenny, Morgan, Pope, Young

Noes:

Abstained:

Absent: Johansen, Stonebarger

D.4 Adopt Resolution Authorizing Execution of an Agreement to Lease Closed Fire Station 58 (1535 Discovery Bay Boulevard, Discovery Bay, California) to the Town of Discovery Bay: (9:18 P.M.)

There were no (0) Public Speakers

Motion by: Director Kenny to adopt Resolution Authorizing Execution of an Agreement to Lease Closed Fire Station 58 (1535 Discovery Bay Boulevard, Discovery Bay, California) to the Town of Discovery Bay:

Second by: Director :Pope

Vote: Motion carried: 7:0:0

Ayes: Barr, Bell, Bryant, Kenny, Morgan, Pope, Young

Noes:

Abstained:

Absent: Johansen, Stonebarger

D.5 Receive Operational Update for April 2016: (9:21 P.M.)

Chief Henderson gave an update on the Operations for April 2016
Station 94 is scheduled to open July 2, 2016 @ 8:00 a.m.

There were no (0) Public Speakers

Motion by: Director Barr to receive to Operational Update:

Second by: Director Bryant

Vote: Motion carried: 7:0:0

Ayes: Barr, Bell, Bryant, Kenny, Morgan, Pope, Young

Noes:

Abstained:

Absent: Johansen, Stonebarger

INFORMATIONAL STAFF REPORTS

1. Receive Update on New Firefighters and Recruitment: (9:24 P.M.)

Chief Henderson gave an update on the Firefighter Recruitment.

DIRECTORS' COMMENTS: (9:25 P.M.)

Director Pope requested that Policy 1-3.16 – Voting be reviewed and brought back to the Board of the Directors for possible amendment to allow action by a majority of Directors present rather than a majority of the full Board.

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS: (9:25P.M.)

ADJOURN TO THE REGULAR BOARD MEETING SCHEDULED: June 6, 2016: (9:27P.M.)

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS AGENDA ITEM NO. C.2**

Meeting Date: June 6, 2016

Subject/Title: Agreement for Information Technology Services with the City of Brentwood for Fiscal Year 2016-17.

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Adopt a resolution approving and authorizing the Fire Chief to execute an Agreement with the City of Brentwood for Information Technology Services for Fiscal Year 2016-17.

PREVIOUS ACTION

On June 3, 2013, by Resolution 2013-12, the Board of Directors approved an Agreement with the City of Brentwood for Information Technology Services for Fiscal Year 2013-14.

On June 2, 2014, by Resolution 2014-14, the Board of Directors approved an Agreement with the City of Brentwood for Information Technology Services for Fiscal Year 2014-15.

On June 1, 2015 by Resolution 2015-10, the Board of Directors approved an Agreement with the City of Brentwood for Information Technology Services for Fiscal Year 2015-16.

SUBJECT BACKGROUND

The City of Brentwood has provided information technology services to the District under serial contracts since 2010, currently under an agreement that will expire on July 1, 2016. Staff recommends approval of a contract with the City of Brentwood for information technology support services, in an amount not to exceed \$74,425, for Fiscal Year 2016-17.

Services provided by the City of Brentwood under the current and proposed contracts are detailed in Attachment A. These services include, but are not limited to, hardware and software support and maintenance, electronic file maintenance and backup, connectivity services, web services, and troubleshooting. Changes proposed for Fiscal Year 2016-17 are: inclusion of support at monthly board meetings and deletion of maintenance of the District's website once the District's new site is live.

Attachments: Resolution
Attachment A: Scope of Services

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
STATE OF CALIFORNIA**

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RESOLUTION NO. 2016-

**APPROVING AND AUTHORIZING THE FIRE CHIEF TO EXECUTE AN
AGREEMENT FOR INFORMATION TECHNOLOGY SERVICES WITH THE
CITY OF BRENTWOOD THROUGH JUNE 30, 2017**

WHEREAS, East Contra Costa Fire Protection District (District) needs information technology support services for the District and the public we serve; and

WHEREAS, the District's current agreement with the City of Brentwood for information technology support services will expire on June 30, 2016; and

WHEREAS, the District desires the City of Brentwood to continue providing information technology support services for Fiscal Year 2016-17.

NOW, THEREFORE BE IT RESOLVED that the East Contra Costa Fire Protection District does hereby:

1. Approve an Agreement for Information Technology Services with the City of Brentwood for a one-year period, through June 30, 2017, in an amount not to exceed \$74,425.
2. Authorize the Fire Chief to execute said Agreement and to take such other actions as may be necessary to give effect to this resolution.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the East Contra Costa Fire Protection District at a regular meeting held on the 6th day of June 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Joel Bryant
President, Board of Directors

ATTEST:

Hugh Henderson
Clerk of the Board

SCOPE OF SERVICES

City shall provide the District with the following services:

Connectivity

1. Maintain the File/Backup, Cell Phones, Laserfiche, Telestaff, Access Database, Domain Controller, and Email Servers and Services.
2. Maintain and program routers, firewall and switches at the following locations:
 - a. City Data Center – 9100 Brentwood Blvd, Brentwood
 - b. Station 50 (Administration) – 134 Oak Street, Brentwood
 - c. Station 52 – 201 John Muir Parkway, Brentwood
 - d. Station 59 – 1681 Bixler Road, Discovery Bay
 - e. Station 93 – 212 2nd Street, Oakley
 - f. Station 94 – 15 A Street, Knightsen

Backup Services

1. Weekly full backup of databases, critical folders and files.
2. Daily incremental backup of databases, critical folders and files.

Web Services

1. Maintain the District's Web Server, and update and install software as required.
2. Maintain ECCFPD's website until a new District-maintained site is launched.

Computer and Connectivity Support

1. Support the computer used at Sunshine Station 16 – 11851 Marsh Creek Road, Clayton
Note: the District will make the computer available at Station 50 when support is needed.
2. Troubleshoot and maintain 17 desktop computers.
3. Troubleshoot as required to ensure operability of servers, routers, firewall and switches listed above.
4. Troubleshoot remote data access services.
5. Coordinate needed assistance with County staff for connectivity to CAD, RMS and Financial Reporting Software, and cell phone and internet providers.
6. Respond to requests for non-emergency services within approximately 10 to 24 hours.
7. Provide on-site staff support during all monthly Board of Directors meetings in the City of Brentwood Council Chambers.

Additional Services, Purchases

1. Additional Services as authorized by the Fire or Battalion Chief will be billed based on actual hours at the City's Cost Allocation Step E Total Hourly Rate, excluding citywide overhead, including but not limited to:
 - a. Provide on-site staff support during all Board of Directors special meetings in the City of Brentwood Council Chambers.
2. Only when specifically requested or authorized by the Fire Chief or a Battalion Chief, and only in an emergency, purchase, on the District's behalf, software, hardware, and

outside provider services. In case of emergency purchases, the City will bill the District quarterly at cost plus ten percent.

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS AGENDA ITEM NO. C.3**

Meeting Date: June 6, 2016

Subject/Title: Agreement for Administrative Services with the City of Brentwood for Fiscal Year 2016-17

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Adopt a resolution approving and authorizing the Fire Chief to execute an agreement with the City of Brentwood for Administrative Services for Fiscal Year 2016-17.

PREVIOUS ACTION

On January 6, 2014, by Resolution 2014-02, the Board of Directors approved an Agreement with the City of Brentwood for Administrative Services for Fiscal Year 2015-16.

SUBJECT BACKGROUND

The City of Brentwood has provided administrative services to the District under contract since 2014, currently under an agreement that will expire on July 1, 2016. Staff recommends approval of a contract with the City of Brentwood for administrative services, in an amount not to exceed \$225,736.00, for Fiscal Year 2016-17.

Services provided by the City of Brentwood under the current and proposed contracts are detailed in Attachment A. These services include, but are not limited to, payroll processing, accounts payable, account reporting, external audit support, bank account reconciliation, and preparation of a cost allocation plan.

Attachments: Resolution
Attachment A: Scope of Services

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
STATE OF CALIFORNIA**

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RESOLUTION NO. 2016-

**APPROVING AND AUTHORIZING THE FIRE CHIEF TO EXECUTE AN
AGREEMENT FOR ADMINISTRATIVE SERVICES WITH THE CITY OF
BRENTWOOD THROUGH JUNE 30, 2017**

WHEREAS, East Contra Costa Fire Protection District (District) needs administrative services for the District and the public we serve; and

WHEREAS, the District's current agreement with the City of Brentwood for administrative services will expire on July 1, 2016; and

WHEREAS, the District desires the City of Brentwood to continue providing administrative services for Fiscal Year 2016-17.

NOW, THEREFORE BE IT RESOLVED that the East Contra Costa Fire Protection District does hereby:

1. Approve an Agreement for Administrative Services with the City of Brentwood for a one-year period, through June 30, 2017, in an amount not to exceed \$225,736
2. Authorize the Fire Chief to execute said Agreement and to take such other actions as may be necessary to give effect to this resolution.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the East Contra Costa Fire Protection District at a regular meeting held on the 6th day of June 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Joel Bryant
President, Board of Directors

ATTEST:

Hugh Henderson
Clerk of the Board

SCOPE OF SERVICES

Note: Prefunding by ECCFPD is required prior to City services being performed or checks being issued by the City on behalf of the ECCFPD from ECCFPD bank account.

ECCFPD will provide monthly general ledger reports from the County.

Auditor Controller Functions

- Payroll Processing – Semi-monthly payroll, Termination checks, Tax Reporting
- Accounts Payable Processing including 1099 reporting
- Cash Receipts Processing
- Account Reporting – Ability for the Fire Chief, Battalion Chiefs, and Administrative support personnel to run financial reports set up specifically for ECCFPD information
- External Audit Support - City staff to work directly with the Fire Chief and ECCFPD's external auditors for year end and financial reporting
- Assist with Preliminary and Final Budget Preparation
- Bank Account Reconciliation
- Preparation of a Cost Allocation Plan

Human Resource Functions

- Maintain employee information for purposes of payroll processing only

Information Technology Functions

- Connection from ECCFPD Administrative Offices and the City for Fire Chief, Battalion Chiefs and Administrative staff personnel to access Financial Reporting Systems

Additional Services

Additional Services, as authorized by the Fire or Battalion Chief, will be billed based on actual hours at Cost Allocation Step E Total Hourly Rate, excluding Citywide overhead. Such services not included in this Agreement, but that may be contracted for include:

- Monthly/Quarterly/Annual Financial Report Preparation
- Accounts Receivable Invoicing
- Purchase Order Issuance
- Additional Financial Scenarios
- Long Range Forecasting
- Pension Rate or Pension Liability Forecasting
- Other Post Retirement Benefits Actuarial Valuations/Funding Projections/Trustee Setup
- Developing Policies
- Grant Application or Reporting
- Implementing new Employee Benefits
- Fixed Asset set up and Audits

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR'S AGENDA ITEM NO. C-4**

Meeting Date: June 6, 2016

Subject/Title: Approve and authorize the Fire Chief to execute a Three Year Agreement for General Counsel Services with the law firm Hanson Bridgett LLP to provide District Legal Services.

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Adopt a Resolution approving and authorizing the Fire Chief, to execute an Agreement for General Counsel Services with the law firm of Hanson Bridgett LLP to provide District legal services through June 30, 2019.

PREVIOUS ACTION

On July 8, 2013, by Resolution 2013-15, the Board of Directors approved an Agreement for General Counsel Services with the law firm of Hanson Bridgett LLP to provide District legal services through June 30, 2014.

On June 2, 2014, by Resolution 2014-15, the Board of Directors approved an Agreement for General Counsel Services with the law firm of Hanson Bridgett LLP to provide District legal services for Fiscal Year 2014-15.

On June 1, 2015, by Resolution 2015-11, the Board of Directors approved an Agreement for General Counsel Services with the law firm of Hanson Bridgett LLP to provide District legal services for Fiscal Year 2015-16.

SUBJECT BACKGROUND

The East Contra Costa Fire Protection District is a special district formed pursuant to Fire Protection District Law, California Health and Safety Code §13800 et seq. ("Code"). As such, the District is required to operate in conformance with the Code relating to matters of District structure, Board of Director's, powers and duties of the District, finances, service, and employee relations. In addition, the District is party to various labor contracts with District staff including management, IAFF Local 1230 Firefighters Union, and AFSCME Local 2700 Clerical Union. The special nature of the District and the services it provides requires legal representation that is practiced in this field and applicable law.

The law firm of Hanson Bridgett possessed the necessary qualifications and exhibited experience with Fire Protection District Law, multijurisdictional Boards of Directors, the Brown Act, labor law, and the Firefighters Bill of Rights, as well as financing issues. It is proposed that Shayna van Hoften, a Partner of the firm, will serve as General Counsel for the District, attend Board of Directors' meetings and maintain first point of contact for the District. Ms. Van Hoften will be supported by Diane O'Malley, a partner in the labor and employment section at Hanson Bridgett LLP, and the resources of the firm.

Current District operating budget appropriates expenses for legal services in the amount of \$150,000 for fiscal year 2016-17.

Attachments:
Resolution & Exhibit "A"

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
STATE OF CALIFORNIA**

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RESOLUTION NO. 2016-

**APPROVING AND AUTHORIZING THE FIRE CHIEF TO EXECUTE AN AGREEMENT
FOR GENERAL COUNSEL SERVICES WITH THE LAW FIRM OF HANSON
BRIDGETT LLP TO PROVIDE DISTRICT LEGAL SERVICES THROUGH JUNE 30,
2019.**

WHEREAS, The East Contra Costa Fire Protection District is a special district formed pursuant to Fire Protection District Law, California Health and Safety Code §13800 et seq (“Code”); and

WHEREAS, the District is required to operate in conformance with the Code and other laws relating to matters of District structure, Board of Directors’, powers and duties, finances, service and employee relations; and

WHEREAS, on June 1, 2015 by Resolution 2015-11, the Board of Directors approved an Agreement for General Counsel Services with the law firm of Hanson Bridgett LLP to provide District legal services through June 30, 2016;

NOW, THEREFORE BE IT RESOLVED that the East Contra Costa Fire Protection District does hereby:

1. Approve an Agreement for General Counsel Services with the law firm of Hanson Bridgett LLP through June 30, 2019.
2. Authorize the Fire Chief to execute said agreement.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the East Contra Costa Fire Protection District at a regular meeting held on the 6th day of June 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Joel Bryant
President, Board of Directors

ATTEST:

Hugh Henderson
Clerk of the Board

EXHIBIT "A"

Fees

Title	FY 2016-17 Rate	FY 2017-18 Rate	FY 2018-19 Rate
Partner & Of Counsel	\$360 per hour	\$370 per hour	\$380 per hour
Employee Benefits Partner	\$415 per hour	\$425 per hour	\$435 per hour
Counsel & Senior Counsel	\$340 per hour	\$348 per hour	\$356 per hour
Associate	\$305 per hour	\$312 per hour	\$319 per hour
Paralegal	\$200 per hour	\$205 per hour	\$210 per hour
Case Clerks, Law Clerks, Case Assistants & Practice Support	\$130 per hour	\$133 per hour	\$136 per hour

Travel

One Regular Monthly Board Meeting.

No charge for travel time (for one General Counsel) Other Meetings.

Charged one direction for travel time.

Costs

Photocopies	15¢ per page
Outgoing Faxes	\$1.00 per page
Secretarial Overtime	No charge
Word Processing	No charge

BOARD OF DIRECTORS AGENDA ITEM NO. C-5

Meeting Date: June 6, 2016

Subject/Title: Approve Cal Fire Amador Contract for Fiscal Year 2016-17

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Approve Cal Fire Amador Contract for Fiscal Year (FY) 2016-17

PREVIOUS ACTION

On September 14, 2015, the Board of Directors adopted Resolution 2015-17 approving the Cal Fire Amador contract for FY 2015-16. This contract will expire June 30, 2016.

SUBJECT BACKGROUND

In November 2002, as part of the East County fire districts' consolidation, East Contra Costa Fire Protection District ("ECCFPD" or "District") began contracting with Cal Fire to provide emergency services to the Marsh Creek/Morgan Territory area of the District (the "Amador" contract). Prior to execution of the first Cal Fire Amador contract, the East Diablo Fire Protection District staffed a station within the area. The Cal Fire Amador contract funds coverage to this area during the non-fire season, which is normally between November 15th and May 15th of each year. During fire season (typically mid-May through mid-November) the State of California pays for the staffing of this station (also known as the Sunshine Station) due to the State's responsibility for providing fire protection services to the areas surrounding State watershed properties (Mt. Diablo State Park). The Amador contract allows Cal Fire to invoice the District for actual operating costs of the Sunshine Fire Station, which includes State employees, equipment, and station expenditures, during the non-fire season months.

Under the proposed contract, total invoice amounts for Fiscal Year 2016-17 would be capped at \$447,611. This represents an increase of approximately 10.3% over the FY 2015-16 contract limit of \$405,000; however, the District's share of expenses for the Sunshine Station during FY 2015-16 is only about 53% of the contracted-for cap (approximately \$215,000) due to drought conditions and the extended fire season. Though incremental contract costs have increased due to the changes in the State minimum wage law, based on continuing drought conditions and the longer fire season, staff expects the overall trend to continue such that the actual cost to the District of its share of operating and staffing the Sunshine Station for FY 2016-17 will be significantly less than the \$447,611 contract limit.

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
STATE OF CALIFORNIA**

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RESOLUTION NO. 2016-__

**APPROVING THE FISCAL YEAR 2016-17 AGREEMENT WITH CAL FIRE FOR FIRE AND
EMERGENCY SERVICE FOR THE MARSH CREEK-MORGAN TERRITORY AREA**

WHEREAS, the East Contra Costa Fire Protection District has contracted with the California Department of Forestry and Fire Protection (Cal Fire) for service to the Marsh Creek-Morgan Territory Area during the non-peak fire season each year since November of 2002; and

WHEREAS, the Fire Chief recommends and the Board of Directors desires to enter into its annual contract with Cal Fire for emergency and fire service in the Marsh Creek-Morgan Territory area upon conclusion of the current fire season and in the interest of public safety.

NOW, THEREFORE BE IT RESOLVED that the East Contra Costa Fire Protection District does hereby:

1. Authorize the Fire Chief to execute a contract with the California Department of Forestry and Fire Protection for CalFire to provide emergency and fire service in the Marsh Creek-Morgan Territory area for an amount not to exceed \$447,611.00 for Fiscal Year 2016-17; and
2. Designate the Fire Chief as the direct contact with Cal Fire.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the East Contra Costa Fire Protection District at a regular meeting held on the 6th day of June 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Joel Bryant
President, Board of Directors

ATTEST:

Hugh Henderson
Clerk of the Board

BOARD OF DIRECTORS AGENDA ITEM NO. C-6

Meeting Date: June 6, 2016

Subject/Title: Appoint Director Bell to the Redevelopment Successor Agency Oversight Board for the City of Oakley

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Appoint Director Bell to the Redevelopment Successor Agency Oversight Board for the City of Oakley to replace Director Michaelson .

PREVIOUS ACTION

At the May 6, 2013 meeting, the Board approved the appointment of Director Michaelson to the City of Oakley Redevelopment Successor Agency Oversight Board.

SUBJECT BACKGROUND

Under AB1x 26, the state law that dissolved redevelopment agencies in California (the Dissolution Act, a Successor Agency was established in each community that previously had a redevelopment agency to determine whether contracts, agreements or other arrangements between the former RDA and private parties should be terminated or renegotiated to reduce the Successor Agency's liabilities and to increase net revenues to the taxing entities, and then the Oversight Board oversees the distributions of property tax and other revenues to local taxing entities.

Oversight Boards consist of seven members who are appointed by taxing jurisdictions within the Successor Agency territory. The District has representatives on of the Oversight Boards for both the Brentwood and Oakley Successor Agencies.

Former Director Michaelson served on the Oakley Oversight Board. In light of his departure from the Board, staff recommends that the Board appoint Director Bell to the Oakley Successor Agency Oversight Board.

Resolution:

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
STATE OF CALIFORNIA**

* * *

RESOLUTION NO. 2016-

**APPOINT DIRECTOR MEGHAN BELL TO THE REDEVELOPMENT SUCCESSOR
AGENCY OVERSIGHT BOARD FOR THE CITY OF OAKLEY**

WHEREAS, the District is entitled to a representative on the Oversight Board of the Successor Agency to the Oakley Redevelopment Agency, which oversees the dissolution redevelopment activities in accordance with AB1x, the state law that dissolved redevelopment agencies in California.

NOW, THEREFORE BE IT RESOLVED that the East Contra Costa Fire Protection District does hereby:

Appoint Director Meghan Bell to the City of Oakley Successor Agency Oversight Board

PASSED, APPROVED AND ADOPTED by the Board of Directors of the East Contra Costa Fire Protection District at a regular meeting held on the 6th day of June 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Joel Bryant
President, Board of Directors

ATTEST:

Hugh Henderson, Clerk of the Board

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR'S AGENDA ITEM NO. D-2**

Meeting Date: June 6, 2016

Subject/Title: Receive and File Audits for Fiscal Years 2010-2011, 2011-2012, 2012-2013, and 2013-2014

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Receive and file audits for Fiscal Years (FY) 2010-2011, 2011-2012, 2012-2013, and 2013-2014.

PREVIOUS ACTION

At the October 4, 2010 meeting, the Board approved by Resolution an Agreement for Professional Auditing Services with Maze & Associates.

SUBJECT BACKGROUND

The audit firm of Maze & Associates has completed its review and examination of the District's financial transactions and statements for the four years listed above. The audits were conducted in accordance with generally accepted auditing standards. It is the opinion of the auditors that the financial statements fairly represent the financial position of the District as of June 30, 2014.

District staff continues to work with the auditors to complete the FY 2015 audit, which should be completed within the next few weeks.

The Finance Committee at its May 19 meeting reviewed the draft financial audits and recommended the audits be received and filed.