



## EAST CONTRA COSTA FIRE PROTECTION DISTRICT

### BOARD OF DIRECTORS

Joe Young  
Chair

Stephen Smith

### AGENDA

#### Finance Committee / Committee of the Whole Default Meeting Location

**Tuesday, January 21, 2020**

**3:00 PM**

1. Call to Order
2. Public Comment
3. New Business
  - 3.a. Approve Minutes from December 16, 2019 Finance Committee Meeting  
[Finance Committee \\_ Committee of the Whole December 16 2019 Minutes.pdf](#)
  - 3.b. Discussion of Impact Fee Study Prepared by NBS
  - 3.c. Discussion of Mid-Year Budget Review
  - 3.d. Purchase Vehicle for Fire Prevention Inspector
  - 3.e. Purchase of Type 5 Apparatus
  - 3.f. Discussion of 2020 Financial Goals
4. Future Agenda Items

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

## Next Meeting

February 18, 2020

3:00 p.m.

Vista Conference Room

Brentwood City Hall

### POSTING STATEMENT

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## **Finance Committee / Committee of the Whole Agenda Item Report**

Meeting Date: January 21, 2020

Submitted by: Regina Rubier

Submitting Department: Administration

Item Type: Minutes

**Agenda Section:** New Business

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**Subject:**

Approve Minutes from December 16, 2019 Finance Committee Meeting

**Suggested Action:**

**Attachments:**

[Finance Committee \\_ Committee of the Whole December 16 2019 Minutes.pdf](#)



## EAST CONTRA COSTA FIRE PROTECTION DISTRICT

### BOARD OF DIRECTORS

Joe Young  
Chair

Stephen Smith

### MINUTES

Finance Committee / Committee of the Whole  
Vista Conference Room  
Brentwood City Hall - 150 City Park Way

**Monday, December 16, 2019**

**3:00 PM**

1. Call To Order (3:08 p.m.)  
Present:  
Chair: Joe Young  
Board Vice-President Stephen Smith
2. Public Comment (3:09 p.m.)  
Sharon Kuykendall had a question regarding fees.
3. New Business  
Items 3.e and 3.f were heard first
  - 3.a. Approve October 21, 2019 Finance Committee Meeting Minutes (3:11 p.m.)  
Director Smith moved for approval and Chair Young second
  - 3.b. Discussion of Station 50/51 Construction (4:38 p.m.)  
No further action at this time
  - 3.c. Discussion of Discovery Bay Station 58 as Surplus Property (4:46 p.m.)  
Staff to hold a Public Hearing at the January 2020 Board Meeting

- 3.d. Discussion of NBS Contract Addendum to Include Balloting Cost (4:50 p.m.)  
Staff to prepare resolution for January 2020 Board Meeting Consent Calendar
  
- 3.e. Discussion of Impact Fee Study Prepared by NBS (3:12 p.m.)  
Joe Colgan of Colgan Consulting made presentation  
Staff to prepare item for January 2020 Board Meeting
  
- 3.f. Discussion of User Fee Study Prepared by NBS (3:57 p.m.)  
Nicole Kissman of NBS made presentation  
Staff to prepare Ordinance for January 2020 Board Meeting
  
- 3.g. Discuss Side Letter Regarding Bereavement Leave for IAFF 1230 MOU (4:56 p.m.)  
No discussion - Director Young requested Closed Session of item at January 2020 Board Meeting
  
- 4. Request of Future Agenda Items (4:57 p.m.)  
Mid-Year Budget Review  
Community Facility District Fee Study  
Benefit Assessment Study
  
- 5. Next Meeting (4:59 p.m.)  
Tuesday, January 21, 2020  
3:00 p.m.  
Vista Conference Room  
Brentwood City Hall

**Finance Committee / Committee of the Whole Agenda Item Report**

Meeting Date: January 21, 2020

Submitted by: Regina Rubier

Submitting Department: Finance

Item Type: Discussion

**Agenda Section:** New Business

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**Subject:**

Discussion of Impact Fee Study Prepared by NBS

**Suggested Action:**

**Attachments:**

**Finance Committee / Committee of the Whole Agenda Item Report**

Meeting Date: January 21, 2020

Submitted by: Regina Rubier

Submitting Department: Finance

Item Type: Discussion

**Agenda Section:** New Business

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**Subject:**

Discussion of Mid-Year Budget Review

**Suggested Action:**

**Attachments:**

**Finance Committee / Committee of the Whole Agenda Item Report**

Meeting Date: January 21, 2020

Submitted by: Steve Aubert

Submitting Department: Finance

Item Type: Discussion

**Agenda Section:** New Business

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**Subject:**

Purchase Vehicle for Fire Prevention Inspector

**Suggested Action:**

**Attachments:**



**Finance Committee / Committee of the Whole Agenda Item Report**

Meeting Date: January 21, 2020

Submitted by: Regina Rubier

Submitting Department: Operations

Item Type: Discussion

**Agenda Section:** New Business

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**Subject:**

Purchase of Type 5 Apparatus

**Suggested Action:**

**Attachments:**

**Finance Committee / Committee of the Whole Agenda Item Report**

Meeting Date: January 21, 2020

Submitted by: Regina Rubier

Submitting Department: Finance

Item Type: Discussion

**Agenda Section:** New Business

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**Subject:**

Discussion of 2020 Financial Goals

**Suggested Action:**

**Attachments:**