

**SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS**

MINUTES

WEDNESDAY, MAY 13, 2026 - 5:30 P.M.

Board President Muns called the meeting to order at 5:31 p.m.

BOARD MEMBERS PRESENT Directors McKenna, Muns, Nelson, Pierce, Raddatz, Robles, and Woodruff

BOARD MEMBERS ABSENT None

OTHERS PRESENT Fire Chief Lawler, Legal Counsel Merewitz, Deputy Chiefs Durrell and Riley, Division Chief Lieberman, Administrative Officer/Finance Officer Harris, and Executive Assistant/Board Clerk Rians.

Director Robles led the Pledge of Allegiance

APPROVAL OF AGENDA

By Board Consensus, the agenda was approved.

The Agenda for the Regular Meeting of May 13, 2026, was posted at District Headquarters on Friday, May 8, 2026, at 5:00 p.m.

PUBLIC COMMENT

None.

1. CLOSED SESSION

1.1 Closed Session – Liability Claim (Government Code §54956.95) – Raymond Trussell

1.2 Closed Session – Liability Claim (Government Code §54956.95) – Edgar Hayman

Board President Muns adjourned the meeting to Closed Session at 5:33 p.m. The Board reconvened in Open Session at 6:03 p.m., reporting that direction was given to staff.

2. CONSENT AGENDA ITEMS

2.1 Approval of the Minutes Special Meeting / Workshop – April 8, 2026
Regular Meeting – April 8, 2026

2.2 Approval of Director Stipends.

2.3 Resolution 26-11 – The Board will consider adopting Resolution 26-11, Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act.

Upon a motion by Director Pierce, second by Director McKenna, and vote (unanimously in favor), the Consent Agenda was approved.

3. ACTION AGENDA ITEMS

3.1 Audit Report Fiscal Year Ended (FYE) June 30, 2025 – The Board received and filed the District’s FYE 2025 Audit Report in accordance with California Government Code requirements.

Paul Kaymark of Nigro & Nigro presented the audit report to the Board.

Upon a motion by Director Pierce, second by Director Robles, and vote (unanimously in favor), the District’s FYE 2025 Audit Report was received and filed.

3.2 Items Pertaining to Community Facilities District 2022-1

3.2.1 Noticed Public Hearing – Community Facilities District 2022-1 Annexation 22 (APN 484-051-15-00).

President Muns opened the public hearing at 6:25 p.m. With no public comment received, the public hearing was closed at 6:25 p.m.

- 3.2.2 Resolution 26-12 – Calling a Special Election for CFD 2022-1 Annexation 22.
Upon a motion by Director Robles, second by Director Raddatz, and vote (unanimously in favor), Resolution 26-12 was adopted.
Board Clerk Rians opened the sealed official ballot, which reflected an affirmative vote to annex into CFD 2022-1.
- 3.2.3 Resolution 26-13 – Declaring Results of a Special Election for CFD 2022-1 Annexation 22.
Upon a motion by Director Nelson, second by Director Woodruff, and vote (unanimously in favor) Resolution 26-13 was adopted.
- 3.2.4 First Reading of Ordinance 26-03 (CFD 2022-1 Annexation 22).

Ordinance 26-03

An Ordinance of the Board of Directors of the San Miguel Consolidated Fire Protection District Authorizing the Levy of Special Taxes in a Community Facilities District, Including Certain Annexation Territory Identified as Annexation 22 (APN 484-051-15-00), into San Miguel Consolidated Fire Protection District Community Facilities District 2022-1

- Upon a motion by Director Raddatz, second by Director Nelson, and vote (unanimously in favor), further reading of Ordinance 26-03 was waived and the ordinance was introduced by title only.
- 3.2.5 Noticed Public Hearing – Community Facilities District 2022-1 Annexation 23 (APN 504-021-28-00).
President Muns opened the public hearing at **6:31 p.m.** With no public comment received, the public hearing was closed at **6:31 p.m.**
- 3.2.6 Resolution 26-14 – Calling a Special Election for CFD 2022-1 Annexation 23.
Upon a motion by Director Pierce, second by Director Woodruff, and vote (Directors McKenna, Muns, Nelson, Pierce, Raddatz, and Woodruff in favor, Director Robles abstaining), Resolution 26-14 was adopted.
Board Clerk Rians opened the sealed official ballot, which reflected an affirmative vote to annex into CFD 2022-1.
- 3.2.7 Resolution 26-15 – Declaring Results of a Special Election for CFD 2022-1 Annexation 23.
Upon a motion by Director Pierce, second by Director Muns, and vote (Directors McKenna, Muns, Nelson, Pierce, Raddatz, and Woodruff in favor, Director Robles abstaining), Resolution 26-15 was adopted.
- 3.2.8 First Reading of Ordinance 26-04 (CFD 2022-1 Annexation 23).

Ordinance 26-04

An Ordinance of the Board of Directors of the San Miguel Consolidated Fire Protection District Authorizing the Levy of Special Taxes in a Community Facilities District, Including Certain Annexation Territory Identified as Annexation 23 (APN 504-021-28-00), into San Miguel Consolidated Fire Protection District Community Facilities District 2022-1

- Upon a motion by Director Raddatz, second by Director Nelson, and vote (Directors McKenna, Muns, Nelson, Pierce, Raddatz, and Woodruff in favor, Director Robles abstaining), further reading of Ordinance 26-04 was waived and the ordinance was introduced by title only.

3.3 Annually Recurring Special Benefit Tax Assessment Resolutions

- 3.3.1 Resolution 26-16 – The Board will consider adopting Resolution 26-16, Ordering the Levy of the Special Benefit Tax for Fire Suppression and Emergency Services (Crest Area) for Fiscal Year 2026/2027.
Upon a motion by Director Nelson, second by Director Woodruff, and vote (unanimously in favor), Resolution 26-16 was adopted.
- 3.3.2 Resolution 26-17 – The Board will consider adopting Resolution 26-17, Ordering the Levy of the Special Benefit Tax for Fire Protection and Emergency Medical Services (Bostonia Area) for Fiscal Year 2026/2027.

- Upon a motion by Director Robles, second by Director Nelson, and vote (unanimously in favor), Resolution 26-17 was adopted.
- 3.3.3 Resolution 26-18 – The Board will consider adopting Resolution 26-18, Ordering the Levy of the Special Benefit Tax for the Provision of Advanced Life Support (Paramedic/Firefighter – Crest and Bostonia Area) Engines for Fiscal Year 2026/2027.
Upon a motion by Director Raddatz, second by Director Robles, and vote (unanimously in favor), Resolution 26-18 was adopted.
- 3.3.4 Resolution 26-19 – The Board will consider adopting Resolution 26-19, Ordering the Levy of the Special Benefit Tax for Fire Suppression, Protection and Emergency Medical Response Services (Proposition E - Crest and Bostonia Area) for Fiscal Year 2026/2027.
Upon a motion by Director Nelson, second by Director Woodruff, and vote (unanimously in favor), Resolution 26-19 was adopted.

4. REPORTS

4.1 Committee Reports

Director Nelson reported that the Finance Committee met and discussed County-collected property and sales tax revenues.

Director Robles reported that the Finance Committee reviewed per-parcel service costs, ad valorem tax rate initiatives, and planned giving efforts. The Government Affairs Committee continues to work with the County on various initiatives.

4.2 Directors' Reports

4.3 Director Woodruff reported a good turnout at the Cuyamaca College Spring Garden & Butterfly Festival. Director Robles noted that Spring Valley Day was well attended and shared that the Spring Valley Community Planning Group is hosting a senior scam prevention event. Director Nelson thanked Chief Lawler for the opportunity to tour the new Station 18. Director McKenna also participated in the Station 18 tour and reported that the facility looks great. She also shared that she recently visited the 9/11 Memorial in New York and encouraged others to do the same. Director Pierce echoed the sentiment that Spring Valley Day was a success, with strong community participation, and expressed appreciation for the District's involvement.

4.4 Fire Chief Report – SEE ATTACHMENT A

4.5 Association of San Miguel Chief Officers Communications

Battalion Chief Blunt greeted the Board, but had nothing to report.

4.6 Association of San Miguel Firefighters Communications

Captain Hays reported a relatively slow month focused on updating internal guidelines and developing member educational materials. Upcoming events include the annual golf tournament, a July baseball game commemorating the Union's return to SMG, and a potential summer kickoff event. The Union also noted support for a community petition to install a memorial sign honoring firefighter Gail Noble, who died in the line of duty in 1988.

4.7 Teamsters, Chauffeurs, Warehousemen, and Helpers Local No. 542 Communications

Fire Inspector Israels highlighted member participation in training, public education, and community outreach activities. Inspector Lyons completed the Damage Inspection Specialist certification and participated in Spring Valley Day. Inspector Israels conducted wildfire preparedness and defensible space outreach at community events. Executive Assistant/Board Clerk Rians reported completing continuing education coursework related to administrative operations, governance, professional development, and project management.

4.8 Correspondence

None

5. CLOSED SESSION

5.1 Conference with Labor Negotiator (Gov. Code §54957.6)

Agency Negotiators: Attorney Joseph Sanchez, Director McKenna, and Director Muns

5.1.1 Employee Organization: Teamsters, Chauffeurs, Warehousemen and Helpers Local No. 542

5.1.2 Unrepresented Employees: Fire Marshal and Administrative Officer/Finance Officer

Board President Muns adjourned the meeting to Closed Session at 7:04 p.m. The Board reconvened in Open Session at 7:13 p.m., with no reportable action taken.

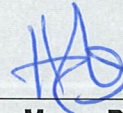
ACTION PLAN RECAP

- AO/FO Harris to distribute audit preparation notes to the Board
- Board Clerk Rians to publish pre-adoption Ordinance summaries as required for CFD Annexations
- Chief Lawler to calculate a cost estimate for OSHA unfunded mandates, and report back to the Board

*The next Board Meeting will be a Regular Meeting on **Wednesday, June 10, 2026, at 5:30 p.m.**, District Headquarters.*

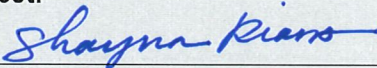
President Muns adjourned the meeting at 7:14 p.m.

Minutes approved at the Regular Meeting of the Board of Directors, San Miguel Consolidated Fire Protection District, on June 10, 2026.



Harry Muns, Board President

Attest:



Shayna Rians, Board Clerk

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FIRE CHIEF REPORT

May 13, 2026

STAFF INVOLVEMENT

- Accounting Specialist Delgado attended the Tyler Tech Conference and is currently implementing items learned from the conference into our software.
- Admin/Finance Officer Harris attended the Fire Districts Association of California conference and presented *From Numbers to Action: Making Finance Work for Fire Service Leadership*.
- Chief Lawler attended Fire Districts Association of California conference.
- Division Chief Lieberman and Battalion Chief Carroll presented the findings of their County SIRT to the San Diego Fire-Rescue Department command staff.
- Division Chief Lieberman attended the County Health and Safety Section meeting, which serves as a subcommittee of the San Diego County Fire Chiefs Association (SDCFCA).
- Chief Lawler, Battalion Chiefs Carroll and Blunt, Inspector Lyons, and FSO Camarena attended Spring Valley Day 5/2/2026. That same day, Inspector Israels and FSO Camarena attended the Cuyamaca College Spring Festival.
- Chief Lawler, Deputy Chief Riley, Division Chief Lieberman, and Battalion Chief Carroll attended the Grossmont Healthcare District Board meeting. Chief Lawler presented on the history of San Miguel and Zone 1.
- Chief Lawler and Deputy Chief Riley met with the Director of County Fire - Zone 1.
- Chief Lawler, Fire Marshal Newman, and Battalion 6 attended Coffee Cups and Fire Trucks at Station 21.

IMPORTANT LEGISLATION / LITIGATION

Unfunded Mandate - OSHA Emergency Response Standard.

Training & Certification: Increased requirements for both firefighters and officers.

Equipment: The purchase, maintenance, and replacement of personal protective equipment (PPE), apparatus, and communication systems.

Facilities: Infrastructure upgrades or modifications to meet new compliance levels.

POLITICAL ENGAGEMENT

- Chief Lawler and Deputy Chief Riley conducted meetings with Supervisor Aguirre and Montgomery Steppe - Zone 1.
- Deputy Chief Riley attended LAFCO and County Board of Supervisors meetings.

COMMUNITY INVOLVEMENT

- **Crest Easter Egg Hunt** - E18 attended to assist with hiding easter eggs and to provide community interaction.
- **McDonalds Grand Re-Opening** - E16, T14, B6, and others attended re-opening ceremony for the McDonalds that was devastated by fire in 16's first in area.
- **YMCA Kid's Fest** - E15 and E22 attended. Events are built for healthy lifestyles and services to assist kids.
- **Fire Trucks and Coffee Cups** - Station 21 hosted. Personnel interacted with attendees including a K9 demonstration from Engineer Arteaga. Fire Prevention provided information on fire safety.
- **Kempton Literacy Academy Visit** - E16 attended Dia Del Nino Carnival event and provided engine tours.

OTHER

- Strategic Planning Process (**ATTACHMENT A**)
- Real estate update
- 501(c)(3)



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SAN MIGUEL FIRE RESCUE

STRATEGIC PLANNING PROCESS

PHASE 1 - Internal Leadership Listening Sessions (May 24 – May 29)

Purpose

The Master Plan serves as the foundation for this process. These sessions are intended to validate, prioritize, and guide implementation of the recommendations already developed through the Master Plan process, not to reopen or redefine findings or recommendations previously established.

The intent of Phase 1 is to gather operational and organizational insight that will help shape realistic strategic priorities for the next three years while maintaining alignment with the District's long range planning framework.

Participants

- Executive Team
- Workforce representatives

Focus

- Gain input on Master Plan recommendations (materials provided in advance)
- Identify which recommendations should be prioritized over the next three years

Evaluate priorities through the lens of:

- Service level impact
- Risk reduction
- Staffing and operational implications
- Financial feasibility
- Identify implementation challenges, sequencing needs, and organizational impacts

Gather input only. No formal decisions will be made during this phase.

These sessions are intended to serve as listening and validation opportunities. Strategic decisions and prioritization determinations will occur during the formal Strategic Planning Workshop process.

PHASE 2 - Community & Stakeholder Engagement (June 1 – June 5)

Purpose

The Master Plan remains the foundation for all engagement discussions. These meetings are intended to validate community and stakeholder perspectives related to the recommendations already identified within the Master Plan and assist the District in prioritizing implementation efforts over the next three years.

The purpose of this phase is not to redefine the Master Plan, but rather to better understand external expectations, concerns, and priorities as they relate to the District's existing findings and recommendations.

Participants

- Community groups
- Planning organizations
- Residents
- Business leaders
- County officials
- EMS and healthcare partners
- Regional agencies

Focus

- Gain input on Master Plan recommendations (materials provided in advance)
- Identify external priorities and expectations for the next three years

Evaluate feedback in relation to:

- Service level expectations
- Community risk reduction
- Operational and staffing realities
- Financial and funding considerations
- Long term sustainability
- Gather stakeholder input to assist with prioritization and implementation planning

Gather input only. No formal decisions will be made during this phase.

Discussion Areas

Although prior community surveying has already occurred, these discussions will further focus on:

- Service expectations
- Community risk concerns
- Growth and development impacts
- Wildfire and emergency preparedness
- Public communication priorities
- Regional coordination and system reliability

Additional Guidance

Stakeholder engagement sessions will utilize structured discussion topics and consistent guiding questions to ensure feedback can be meaningfully evaluated and incorporated into the workshop process. Feedback may also be segmented by stakeholder category (community, partner agencies, healthcare, governmental, etc.) to better support strategic prioritization.

Purpose

This workshop represents the formal decision-making phase of the strategic planning process. Using the Master Plan as the foundation, District leadership and stakeholders will review all collected input and establish organizational priorities, implementation timelines, and accountability measures for the next three years.

Participants

- Executive Staff
- Workforce representatives (selected)
- Board of representatives
- AP Triton facilitators

Workshop Goals

- Review all gathered input
- Use Master Plan findings as the foundation for planning decisions
- Establish realistic and measurable strategic priorities
- Align priorities with operational capacity and financial realities
- Create measurable goals and implementation benchmarks
- Build implementation timelines aligned with budgeting cycles
- Assign accountability and ownership for strategic initiatives

MEASUREMENT CRITERIA FOR STRATEGIC PLANNING PROCESS

To ensure the Strategic Plan remains actionable, measurable, and aligned with the Master Plan findings, all feedback and future priorities will be evaluated using consistent measurement criteria throughout Phases 1, 2, and 3.

Measurement Areas

Service Level Impact

Measure whether proposed priorities improve:

- Emergency response effectiveness
- Coverage reliability
- Operational readiness
- Resource availability
- Community service delivery

Risk Reduction

Measure whether initiatives:

- Reduce community and operational risk
- Improve firefighter and public safety
- Enhance wildfire and emergency preparedness
- Reduce organizational liability exposure
- Improve continuity of operations

Operational and Staffing Impacts

Measure impacts to:

- Staffing levels
- Training requirements
- Workload distribution
- Fleet and apparatus utilization
- Administrative capacity
- Long term workforce sustainability

Financial Feasibility

Measure priorities against:

- Current and projected funding capacity
- Operational and capital costs
- Long term sustainability
- Potential grant or alternative funding opportunities
- Alignment with District budgeting cycles

Community and Stakeholder Alignment

Measure whether priorities:

- Reflect community expectations
- Support regional partnerships
- Improve communication and transparency
- Address stakeholder concerns
- Enhance regional coordination and system reliability

Implementation Readiness

Measure the District's ability to realistically implement initiatives through:

- Available staffing and leadership capacity
- Timeline feasibility
- Infrastructure and facility limitations
- Required policy or governance actions
- External partnerships or coordination needs