

2008 CONFLICT OF INTEREST CODE
BIENNIAL REVIEW REPLY FORM

COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS

2008 JUL 15 PM 3 27

THOMAS J. PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS

Contact Person: JEAN MOORE Telephone Number: _____

Name of Agency: ALPINE FIRE PROTECTION DISTRICT


Mailing Address 1364 TAVERN ROAD, ALPINE CA 91901

This agency has reviewed its conflict of interest code and has determined that:

Amendments are necessary: (Attach Amended Code)
(Check all that applies)

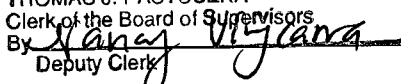
- Include new positions (including consultants) which must be designated
- Revise the titles of existing positions
- Delete titles of positions that have been abolished
- Delete positions that manage public investments
- Revise disclosure categories
- Other _____

No amendments are necessary. Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; the disclosure assigned to those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foresee-ably be affected materially by the decision made by those designated positions; and the code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer:  Date: 7-14-08

You must complete this report regardless of how recently your code was approved or amended. **Please return this report no later than August 31, 2008 to:**

Clerk of the Board of Supervisors
(Conflict of Interest Code)
1600 Pacific Highway, Room 402
San Diego, CA 92101

Approved and/or authorized by the Board
of Supervisors of the County of San Diego
Date 07/28/08 Minute Order No. 14
THOMAS J. PASTUSZKA
Clerk of the Board of Supervisors
By 
Deputy Clerk



Alpine Fire Protection District

COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
2008 JUN 16 PM 3 20

THOMAS J. PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS

June 11, 2008

Thomas J. Pastuszka
County of San Diego
Clerk of the Board of Supervisors
1600 Pacific Highway, Room 402
San Diego, CA 92101-2471

Dear Mr. Pastuszka,

At our regular scheduled Board Meeting on May 20, 2008, the Board of Directors made a motion to amend our Conflict of Interest Code.

I have enclosed the amended copy as well as a copy of the Minutes from the above mentioned Board Meeting.

Please let me know if you have any questions.

Thank you!

Sincerely,

Kiira Brooks

Kiira Brooks
Administrative Assistant

EXHIBIT "A"

<u>DESIGNATED POSITIONS</u>	<u>REPORTABLE ECONOMIC INTEREST CATEGORY NUMBERS (SEE EXHIBIT "B")</u>
Directors	1,2,3
Chief Officers, including but not limited to Fire Chief Assistant/Deputy Chief Division Chief	1,2,3
Candidates for Board Membership	1,2,3
Fire Marshal	4,5
Finance Officer	4,5
Administrative Assistant	4,5

Consultants

The positions of the following consultants presently Retained by the Agency:

- | | |
|------------------------------|-------|
| a) Attorney | 1,2,3 |
| b) Administrative Consultant | 1,2,3 |

The position by name or job title of each person classified as a "designated employee" in any contract which the Agency enters into for consulting services with a person or business entity (whether or not a nonprofit entity). Such a designation will be made in the contract with respect to any person who in the opinion of the Agency, may reasonably be expected to make, participate in making or in any way attempt to use his position as a "consultant" to influence a governmental decision in which the person might reasonably be expected to have a financial interest.

EXHIBIT "B"

CATEGORIES OF REPORTABLE ECONOMIC INTERESTS

Category 1. All-Inclusive Reportable Investments

(see Appendix I – Section 82034)

A designated employee in this category shall disclose all reportable investments (worth more than \$1,000):

- a) Owned by the designated employee, his or her spouse or dependent child;
- b) Owned by an agent on behalf of the designated employee;
- c) Owned by any business entity controlled by the designated employee (i.e., any business entity in which the designated employee, his or her agents, spouse and dependent children hold more than a 50% ownership interest);
- d) Owned by a trust in which the designated employee has a substantial interest (i.e., a trust in which the designated employee, his or her spouse and dependent children have a present or future interest worth more than \$1,000);
- e) Representing the pro rata share (worth more than \$1,000) of the designated employee, his or her spouse and dependent children, of investments of any business entity or trust in which the designated employee, his or her spouse and dependent children own, directly or indirectly or beneficially, a 10% interest or greater.

Category 2. All-Inclusive Reportable Interests in Real Property

(See Appendix 1 – Sections 82033, 82035)

A designated employee in this category shall disclose all interests (worth more than \$1,000) in real property located within the jurisdiction if the interests are:

- a) Held or owned by the designated employee, his or her spouse and dependent child, or
- b) The pro rata share (worth more than \$1,000) of interests in real property of any business entity or trust in which the designated employee or spouse owns, directly, indirectly or beneficially, a 10% interest or greater.

Category 3. All-Inclusive Reportable Income.

(See Appendix I – Section 82030)

A designated employee in this category shall disclose all income of the designated employee from any County-related source aggregating the \$250 or more (or \$25 or more in the case of gifts) during the reporting period.

Category 4. Less-Inclusive Reportable Investments.

(See Appendix I – Section 82034)

A designated employee in this category shall disclose only investments (worth more than \$1,000) in any business entity, which within the last two years has contracted with or in the future foreseeably may contract with the County or with any local government agency for which the Board of Supervisors of the County is the governing body to provide services, supplies, materials, machinery or equipment:

- a) To the County or to such local government agency
- b) Of the type utilized by the Agency adopting this Code and associated with the job assignment of the designated employee

Category 5. Less-Inclusive Reportable Interests in Real Property.

(See Appendix I – Sections 82033, 82035)

A designated employee in this category shall disclose all reportable interests in real property (worth more than \$1,000) located in the unincorporated area of the County, or not more than 2 miles outside the boundaries of the unincorporated area, or within 2 miles of any land owned or used by the County.

Category 6. Less-Inclusive Reportable Income.

(See Appendix I – Sections 82030)

A designated employee in this category shall disclose only that reportable income (\$250 or more during reporting period; \$25 or more in the case of gifts) which is derived from a source which within the last two years has contracted with the County or in the future foreseeably may contract with the County or with any local government

agency for which the Board of Supervisors of the County is the governing body to provide services, supplies, materials, machinery or equipment:

- a) To the County or to such local government agency
- b) Of the type utilized by the Agency adopting this Code and associated with the job assignment of the designated employee

Category 7. Investments Relating to Unincorporated Area.

(See Appendix I – Sections 82034)

A designated employee in this category shall disclose all reportable investments in those County-related business entities which:

- a) Have an interest in real property within the unincorporated area of the County or not more than two miles outside the boundaries of the unincorporated area;
- b) Does business within the area described in (a) above; or
- c) Did business or plans to do business within the area described in (a) above at any time commencing two years before and ending one year after the time of filing Statement of Economic Interests.

Category 8. Income Relating to Unincorporated Area.

(See Appendix I – Sections 82030)

A designated employee in this category shall disclose all reportable income of the designated employee from those County-related sources which:

- a) Reside within the unincorporated area of the County or not more than two miles outside the boundaries of the unincorporated area;
- b) Have an interest in real property within the area described in (a) above
- c) Does business within the area described in (a) above; or
- d) Did business or plans to do business within the area described in (a) above at any time commencing two years before and ending one year after the time of filing Statement of Economic Interests.



THOMAS J. PASTUSZKA, CMC, CCB
EXECUTIVE OFFICER/CLERK

County of San Diego

TELEPHONE (619) 531-5600
FAX (619) 595-4616

CLERK OF THE BOARD OF SUPERVISORS

1600 PACIFIC HIGHWAY, ROOM 402, SAN DIEGO, CALIFORNIA 92101-2471

May 1, 2008

Jean Moore
Alpine Fire Protection District
1364 Tavern Rd
Alpine, CA 91901

05-02-08P02:29 RCVD

Dear Ms. Moore:

Government Code Section 87306.5 requires every County department and local government agency to review its Conflict of Interest Code every even-numbered year to determine if it is accurate or if the code must be amended. You have been identified as the Agency Official for the County Department *or* the local agency. This review process will begin in July, 2008.

In order to help you understand your responsibilities as an Agency Official, the Clerk of the Board has arranged to have the Fair Political Practices Commission conduct two identical seminars on Biennial Review of Conflict of Interest Codes, on June 19, 2008, at the County Administration Center 1600 Pacific Hwy, Rm 302/303, San Diego, CA 92101. The seminars will be 9:00 a.m. to 11:00 a.m. and 2:00 p.m. to 4:00 p.m. We are inviting you to attend one of the two sessions.

We suggest that you bring a copy of your current Conflict of Interest Code along with a list of designated positions and disclosure categories. They are available in our website:

http://www.sdcounty.ca.gov/cob/conflict_interest/

The Clerk of the Board will be distributing the Local Agency Biennial Review Form, at the training.

Please RSVP with which of the sessions you will be attending by calling Lixya Preston de Silva at (619) 531-5782, or emailing lixya.preston@sdcounty.ca.gov, no later than June 6, 2008.

Sincerely,

THOMAS J. PASTUSZKA
Executive Officer/Clerk of the Board of Supervisors

cc: Communications Received for Board of Supervisors Official Records



**REGULAR MEETING OF THE BOARD
OF DIRECTORS OF THE
ALPINE FIRE PROTECTION DISTRICT**

FIRE STATION 17 (MEETING ROOM) 1364 TAVERN RD, ALPINE

TUESDAY, May 20, 2008

5:00 P.M.

MINUTES

All exhibits described here are available for public inspection at the time and date as listed above or prior to such meeting when reports are ready in the fire station. Persons with a disability requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting may do so by contacting the Board Clerk at (619) 445-2635 during regular office hours. Notification 24 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

1) ATTENDANCE AT THE REGULAR MEETING

Board Members arriving after the meeting begins will be noted PRESENT at the point in which they arrive. Board Members leaving the meeting will be noted ABSENT at the point that they leave and PRESENT at the point they reenter the meeting.

The meeting was called to order at 5:00 p.m. by Martin Marugg. Roll call by Clerk of the Board Jean Moore. Directors in attendance: Marugg, Easterling, Howell, Fritz and Fuller. Also present, Acting Fire Chief Bill Paskle, and Attorney Steve Fitch.

2) PLEDGE OF ALLEGIANCE

3) INVOCATION

Pastor Drew Macintyre, Calvary Chapel Alpine

4) APPROVAL OF AGENDA

Director Marugg: Change item 13c to read Administrative Assistant, strike Finance Officer, add 13f. California Government Code §54957.6

CONFERENCE WITH LABOR NEGOTIATOR

Negotiators: Marugg, Easterling

Employee Organization: Local 2638, Safety Employees

Director Fuller: Change item 6.2 to Discussion Action item 8.11 as information was received after agenda posted that needs action before the next meeting.

Motion to make findings that the information was received after agenda was posted and that the items need action before the next regular meeting.

(M/Fuller 2nd /Easterling Approved 5-0)

Motion to approve amended agenda.

(M/Fuller 2nd /Easterling Approved 5-0)

5) **APPROVAL OF MINUTES**

- 1) Approval of the Minutes of April 15, 2008
Motion to approve the Minutes of May 20, 2008.
(M/Howell 2nd /Easterling Approved 5-0)

6) **CORRESPONDENCE**

- 1) Thank you from Charles Caldwell *(Noted)*

7) **PUBLIC HEARING ON AGENDA ITEMS**

The public may comment on any matter on the agenda at this time or may request of the Board that public comment be heard immediately prior to the Board taking action on a particular item. If there are no requests for further public comment on a particular matter then this portion of the agenda shall conclude public comment on all agenda items. (Waived, No public present)

8) **DISCUSSION – POSSIBLE ACTION ITEMS**

- 1) Economic Uncertainty Fund. Discussion and possible action to increase Economic Uncertainty Fund to pre-construction level of \$1,000,000.00. Discussion on restricted and unrestricted funds. Capital debt and volatility of the State of California with their present debt structure.
Motion to increase Economic Uncertainty Fund to pre-construction level of \$1,000,000.00.
(M/Easterling 2nd /Fuller Approved 5-0)
- 2) LAFCO – Call For Nominations. Discussion and possible action to solicit nominations for regular district member and advisory committee member. Discussion on the open positions. Director Fuller will be running for re-election for the advisory position.
Motion to re-nominate Director Fuller for the Special Districts Advisory Committee and nominate Director Marugg for the LAFCO board position if it does not jeopardize the advisory committee seat.
(M/Fuller 2nd /Easterling Approved 5-0)
- 3) Resolution 07/08-10. Discussion and possible action to approve and adopt Resolution 07/08-10 which annually establishes the limit for appropriations of proceeds of tax subject to limitation for fiscal year 2008/09.
Motion to approve Resolution 07/08-10.
Roll call vote: Ayes (5) Marugg, Easterling, Howell, Fritz and Fuller, Nays (0), Abstain (0)
(M/Fuller 2nd /Easterling Approved 5-0)
- 4) Preliminary Budget FY2008/09. Discussion and possible action to approve preliminary budget for Fiscal Year 2008/09. Discussion. Director Fuller asked if there are guidelines given to each person who has oversight over a section of the budget regarding what is put into the preliminary budget. Chief Paskle: There have been several group budget meetings where each person must justify their numbers. The budget is a transparent document based on actual costs.
(M/Easterling 2nd /Fritz Approved 5-0)
- 5) Budget Workshop. Discussion and possible action to schedule budget workshop for Fiscal Year 2008/09 budget. Discussion on the date of June 2nd at 1:00 p.m. Director

Easterling and Director Howell are not available. New date set for June 4th at 1:00 p.m. for budget workshop. Staff to send out a reminder.

- 6) **Resolution 07/08-11.** Discussion and possible action to approve and adopt Resolution 07/08-11 for the purpose of establishing a banking relationship with ING Bank Direct for liquidity and interest earnings for savings and CD's up to the FDIC insured amount of \$100,000. Discussion on ING Bank. Total assets. Bank rating is "Superior". Size of bank limits its position on approved lists, such as State of California. Director Fuller stated that he would like the Investment Policy to be agendized so that the board can discuss item G: Authorized and Suitable Investments in regards to the established percentiles.
Motion to approve Resolution 07/08-11 and to place Item G: Authorized and Suitable Investments of the Investment Policy on the next regular agenda.
Roll call vote: Ayes (5) Marugg, Easterling, Howell, Fritz and Fuller, Naves (0), Abstain (0)
(M/Fritz 2nd /Easterling Approved 5-0)
- 7) **Comerica Securities Inc.** Discussion and possible action to establish an investment relationship with Comerica Securities for the purpose of obtaining and securing prudent investment opportunities. Discussion. Director Fuller, Authorize finance officer to establish accounts but not to invest any monies without board approval. Finance Officer Moore stated that without the approval of the Board to make the necessary investments when the opportunity arises, that the District cannot move ahead with investment of monies.
Motion to approve a relationship between Comerica Securities and Alpine Fire Protection District for the purpose of obtaining and securing prudent investment opportunities.
(M/Fuller 2nd /Easterling Approved 5-0)
- 8) **Computers Allocated for Board Members.** Discussion only. Chief Paskle made presentation to Board of notepad computer. Board will conduct a 3 or 4 month trial. Director Marugg, Easterling, Fuller, and Fritz to receive notepads. Director Howell declined.
- 9) **Hazard Mitigation Grant – HMGP.** Discussion and possible action to direct staff on the submittal of the NOI (Notice of Intent) for the upcoming Hazard Mitigation Grant through State of California OES and FEMA. Grant requires a 25% match. NOI must be submitted by May 30, 2008. Discussion. Fire Marshall Tedesco reviewed staff report. Finance Officer Moore gave details of grant process. Discussion on District portion on 25%. Director Fuller stated that he did not think that the cost to the District could be justified. Director Easterling suggested setting up an accrual account or sinking fund and each year a proportionate amount funds would be set aside which, over a period of 2 or more years would equal the District's portion.
Motion to file Notice of Intent and set up sinking fund for the purpose of accruing District portion of grant.
(M/Easterling 2nd /Howell Nave/Fuller Approved 4-1)
- 10) **Conflict of Interest Code.** Discussion and possible action to review conflict of interest code to determine accuracy and/or possible amendments. Finance Officer Moore reviewed staff report and stated that legal counsel would like Architect removed from the consultant positions.

*Motion to add Administrative Assistant to staff positions and Administrative Consultant to consultant positions and remove Architect from consultant positions.
(M/Easterling 2nd /Howell Approved 5-0)*

- 11) **LAFCO-Notice of Public Hearing.** Discussion and possible action regarding Notice of Public Hearing by the Local Agency Formation Commission for Amendments to the Spheres of Influence for the East County Fire Protection District and San Miguel Consolidated Fire Protection District for the Proposed Consolidation of the East County and San Miguel Consolidated Fire Districts' and for Adoption of a Sphere of Influence for the San Miguel Consolidated Fire Protection District. LAFCO-Consolidation of San Miguel and East County Fire Districts. Chief Paskle handed out map of Sphere of Influence for the proposed consolidation of East County and San Miguel Consolidated FPD's. Discussion. Director Fuller reported that LAFCO staff still assures him that no boundaries will be changed. That the existing boundaries and SOI boundaries of East County and San Miguel will be merged into one district.
*Motion to authorize Director Fuller to be the Districts official representative to LAFCO on this item and to respond to any attempt at the hearing on June 2, 2008 to change or alter in any way boundaries or SOI boundaries.
(M/Fuller 2nd /Easterling Approved 5-0)*

9) **CONSENT CALENDAR**

- 1) Financial Statements – April 2008
- 2) Quarterly Investment Report

Motion to approve item 9.1 and 9.2.

(M/Easterling 2nd /Fuller Approved 5-0)

10) **REPORTS**

1) **Fire Chief**

Chief Paskle reported that acting Division Chief Rushing and Acting Captain Dotson attended the Foresters and Fire Wardens workshop in Cherry Valley for a refresher and safety training in wildland incidents.

Director Fuller asked what the status was for the AMR contract. Chief Paskle reported that the Zone 2 EMS contract is up for bid in June. Finance Officer Moore and Chief Paskle met with AMR on Monday to review the reports for last year and will meet with AMR again after November 1st to discuss an increase in the contract for reimbursement.

2) **Fire Marshal**

Report Reviewed. Fire Marshal Tedesco reported on unserved islands, Engineer is preparing Meets and Bounds report and it will be ready by the end of the month. Director Howell and Easterling stated that the Fire Marshal needs to keep engineer on track so that the time deadline can be met.

3) **Administration** (Noted)

4) **Local 2638**

Local 2638 President, Patrick Dotson thanked the Board for their participation and support with the Spaghetti Dinner held at the station to welcome the new safety employees. Boot Drive report. In the past Local 2638 has issued a check to the Burn Institute, however, this year with the encouragement of the Fire Chief the firefighters went out into the District to raise funds. Alpine took the west end and raised \$5,900.00 and Viejas set up in the east end

and raised \$5,500.00. Funds were combined as a joint fundraising effort and presented to the Burn Institute for the annual Boot Drive.

5) **Fire Statistics by Incident Type for prior month** (Noted)

6) **Grant update** (Noted)

11) **PUBLIC DISCUSSION**

In accordance with state law, an item not on the agenda may be brought forth by the general public for discussion. No action or discussion shall be undertaken, except that members of the board may briefly respond to statements or questions posed by the general public. In addition, on their own initiative or in response to questions posed by the public, the board members may ask a question for clarification, provide a reference to staff or other resources for factual information or request staff to report back to the board at a subsequent meeting concerning any matter. Further more, a member of the Board may take action to direct staff to place a matter of business on a future agenda. (Reading waived – No Public Present)

12) **DIRECTOR'S REPORTS**

Items or reports from Board Members not printed on the Agenda may not be discussed by the Board, but if appropriate, will be placed on a future Agenda.

Director Fuller: HCFA. County DPLU proposing a one year grant for dispatch for rural agencies in Stage 1. The proviso is that the dispatch would be through Cal Fire. There would be an impact on HCFA next year as affected agencies would be pulling out due to the grant. A new assessment formula will be implemented for fiscal year 2009/10. Budget for management and administrative salaries has increased by 4.29% and administrative costs to the City of El Cajon increased to \$59,000.

LAFCO: Some concern that the State Legislature is taking over local issues. No date certain on the final approval for consolidation of San Miguel Consolidated Fire Protection District and East County Fire Protection District.

Director Easterling: Asked Chief Paskle to report on the Fire Safe meeting held last week at the Sheriff's substation.

Director Marugg: FAIRA meeting on June 9, 2008 in Lake Tahoe and FDAC meeting on June 13, 2008 in Sacramento.

- Adjourned to closed session at 6:52 p.m.

13) **CLOSED SESSION**

a. California Government Code §54956.9

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9

One Case

b. California Government Code §54957

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Acting Division Chief

c. California Government Code §54957

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Finance Officer

d. California Government Code §54957

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Fire Inspector

e. California Government Code §54957.6
CONFERENCE WITH LABOR NEGOTIATORS
Unrepresented Employees: Non-safety employees

f. California Government Code §54957.6
CONFERENCE WITH LABOR NEGOTIATORS
Negotiators: Marugg, Easterling :
Employee Organization: Local 2638, Safety Employees

- Reconvened to open session at 8:10 p.m.
Direction given. No action taken.
- Director Fritz noted as absent at 7:20 p.m.

14) **DISCUSSION – POSSIBLE ACTION ITEMS**

1) Acting Division Chief Review. Discussion and possible action to review current status and give direction to staff. Discussion. Director Easterling would like to ensure that captains that are under consideration for the Division Chief position meet the qualification of time in rank before bringing them up to the acting position. Director Marugg and Director Howell agree. Director Fuller assumed that this was based on Fire Chief's program, and not dedicated strictly to the selection of Division Chief, but to give experience and training.
Motion to continue the program as outlined by Fire Chief for 90 days.
(M/Easterling 2nd /Marugg Absent/Fritz Approved 4-0)

15) **ADJOURNMENT**

Motion to adjourn 8:15 p.m.
(M/Easterling 2nd /Fuller Absent/Mary Fritz Approved 4-0)

ANNOUNCEMENT OF NEXT REGULAR MEETING:

June 17, 2008 - 5:00 p.m.
Fire Station 17, 1364 Tavern Road, Alpine

Minutes Approved:


Board Secretary