

# ***LAKESIDE FIRE PROTECTION DISTRICT***

## **MEETING OF THE GOVERNING BOARD**

### **Minutes**

**April 12, 2011**

**1. CALL TO ORDER AND QUORUM**

**Directors Present:**

Director Susan Conniry  
Director Peter Liebig  
Director Jon Lorenz

**Also present:**

Fire Chief Andy Parr  
District Counsel Lisa Foster  
Acting Clerk of the Board Karen Kuss

The meeting was called to order by Director Liebig at 5:35 P.M., with Director Bingham and Director Johnson absent from the meeting.

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

Director Conniry led the Pledge of Allegiance and Chaplain Lloyd Dailey delivered an invocation.

**3. CONFIRMATION OF AGENDA**

**The Agenda was approved as presented. M/S/P Conniry/Lorenz. Unanimously.**

**4. APPROVAL OF THE MINUTES**

**The minutes of the March 22, 2011 regular board meeting, were approved as presented. M/S/P Lorenz/Conniry. Unanimously.**

**5. SPECIAL PRESENTATION**

Captain Victor Gonzalez was recognized at this time as he is retiring this year. Chief Parr spoke briefly on Captain Gonzalez' service with the District and thanked him and wished him well. Director Liebig also thanked Captain Gonzalez for his support during his career with Lakeside Fire Protection District.

**6. FINANCE**

**A. List of Demands – For March 2011**

i. Accounts Payable check 12999 thru 13070:	703,976
ii. Payroll for March 11 and 25, 2011:	418,397
iii. Workers Comp checks 5796 thru 5832:	<u>6,568</u>

Total demands for March 2011: \$1,128,941

*Staff Recommendation: Information item, no action required.*

- B.** River Park Project Expenditure Update – For March 2011
- |     |   |                  |
|-----|---|------------------|
| i.  | Expenditures for March 2011                 | \$ 394,625       |
| ii. | Total Expenditures up to February 28, 2011: | <u>5,347,828</u> |
|     | Total distribution to date:                 | \$ 5,742,453     |

*Staff Recommendation: Information item, no action required.*

**7. CORRESPONDENCE**

Letters from Ms. Helen Petersen and the McGinnis family were read. Director Conniry spoke briefly about the quality service provided by our personnel.

**8. ORAL COMMUNICATION**

None at this time.

**9. UNFINISHED BUSINESS:**

- A.** Real Estate Consultant – Receive a proposal from a real estate consultant to evaluate the properties owned by the District and available for reallocation of use by the District as a consequence of building a new fire station and authorize staff to negotiate an agreement for future approval by the Board. Discussion/Action (Chief/Board)

Administrative Services Manager Schiwitz reported that four proposals for a fee based real estate consultant were received, reviewed and a matrix was provided comparing the four proposals. The staff recommended John Burns Real Estate. After discussion the Board directed staff to negotiate an agreement with the selected candidate and report back at the next board meeting for adoption.

- B.** Records Management Policies Presented for Review and Adoption. Discussion/Action (ASM/Board)

*Staff Recommendation: as required by Policy #714 – Policy Adoption/Review Procedures; and Policy #716 – Records Management Policy and Schedule as presented.*

**Motion was made by Director Lorenz, seconded by Director Conniry, to Adopt Policy #714 – Policy Adoption/Review Procedures and Policy #716 – Records Management Policy and Schedule as presented. Motion passed unanimously.**

**10. NEW BUSINESS**

None at this time.

**11. REPORTS:**

**A. Directors Report:**

Director Liebzig reported on memorial service he attended for Rick Smith. He also discussed a memo from FAIRA which indicated a 5% decrease in insurance rates from last year.

Director Conniry reported that the community is excited about the new River Park station now that they see that construction has begun.

Director Lorenz commented that he appreciates our department and the work they do daily and thanked the firefighters.

**B. Fire Deployment Study/Joint Powers Authority:**

Chief will update the Board on the JPA's progress after the next meeting which is on April 22, 2011.

**C. Chief Report:**

Chief Parr reported on:

- County Chiefs strategic plan is a work in progress, with regionalization a key component.
- Breakfast meeting in Alpine where the Kiwanis Club presented a plaque acknowledging Lakeside Fire Protection District's support provided to Alpine
- SDG&E conference calls regarding the Sunrise Power Link
- Thanked George Tockstein for watching over construction of our new fire station
- Study and work continuing on 501C3.
- Lakeside Logistics Volunteers meeting – hopes to roll out the program in July or sooner.
- He and Robert went to downtown San Diego on a furniture field trip to get ideas for the new fire station.
- Board of Chiefs meeting he attended was mostly about budgets.
- Board of Supervisors meeting re: support for fire codes, fee issues, etc.
- FDAC Conference in South Lake Tahoe – Chief Parr, Director Liebig and Director Lorenz will be attending next week.
- Lakeside Fire was very well represented at Rick Smith's memorial service.

**D. Staff Report:**

Chief Tockstein spoke about the Reserve Program. He also mentioned that there will be eight employees from Lakeside taking the Engineer's test.

**E. Comments and Information from District Counsel:**

Nothing to report.

**F. Firefighters Association Report:**

Captain gave an update on the Boot Drive to benefit the Burn Center – Lakeside collected \$3,000.

He also reported that the Lakeside Firefighters Association has set up a scholarship program to honor those in community service. This year it is a \$1,500 scholarship honoring Rick Smith.

**12. CLOSED SESSION:****A. EMPLOYEE CONTRACT NEGOTIATIONS**

Affected Bargaining Units:

- Lakeside Firefighters Association (District Negotiator(s) A. Parr, Fire Chief; N. Johnson, J. Bingham Directors).
- Chief Officers (District Negotiator(s) A. Parr, Fire Chief; J. Lorenz, P. Liebig, Directors).

- Miscellaneous Employees (District Negotiator(s) A. Parr, Fire Chief; S. Conniry, J. Lorenz Directors).
- Administrative Services Manager (District Negotiator(s) A. Parr, Fire Chief; N. Johnson, Director).
- Fire Chief (District Negotiator(s) J. Bingham, S. Conniry, N. Johnson, P. Liebig, J. Lorenz, Directors).

The above matters described on the agenda may be held in closed session in a conference with counsel under the provisions of Government Code Section 54957.6. If closed sessions are held, a report of actions subject to disclosure will be made by the District's Counsel upon return to open session respectively.

The Board of Directors, Fire Chief Andy Parr, and District Legal Counsel adjourned to closed session at 6:25 P.M. Open session resumed at 6:50 P.M. with Legal Counsel announcing direction given and no reportable action.

Having no additional items to discuss the meeting was adjourned at 6:52 P.M. Next regular meeting will be held April 26, 2011, at 5:30 P.M. at 12365 Parkside Street, Lakeside, CA 92040.

Respectfully submitted,



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Acting Clerk of the Board, Karen Kuss