

LAKESIDE FIRE PROTECTION DISTRICT
MEETING OF THE GOVERNING BOARD
Minutes

September 27, 2016

1. CALL TO ORDER AND QUORUM

Directors Present:

Director Mark Baker
Director James Bingham
Director Mike Director
Director Peter Liebig
Director Bob Robeson

Also present:

Division Chief Bernard Molloy
District General Counsel Steve Bohemer
Acting Clerk of the Board Janise Martinez

The meeting was called to order by Director Baker at 5:35 P.M.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

A. Invocation – Pastor Marshall Masser from the Lakeside Christian Church.

Director Robeson led the Pledge of Allegiance and Marshall Masser from Lakeside Community Church delivered an invocation.

3. CONFIRMATION OF AGENDA

The Agenda was approved as presented. M/S/P Liebig/Bingham. Motion passed unanimously.

A. Special Presentation- Badge Pinning.

Division Chief Molloy read a message about Firefighter Shaba and then presented him with his badge.

4. APPROVAL OF THE MINUTES

A. September 13, 2016 Special Board Meeting.

B. September 13, 2016 Regular Board Meeting.

The minutes of the September 13 special and September 13 regular Board meetings were approved in one motion with one amendment to the Regular Board Meeting Minutes removing Division Chief Humberto Lawler from the attendance and adding Division Chief John Hisaw. M/S/P Robeson/Bingham. Motion passed unanimously.

5. CONSENT CALENDAR

None at this time.

6. FINANCE

A. General Fund Reserve Policy – Resolution 16-019.

Staff Recommendation: Adopt the General Reserve Policy and Resolution #16-019 allocating fund balances for FYE-2015/2016 as recommended by the Budget Committee.

Administrative Services manager Schiwitz reported on the General Fund Reserve Policy and gave staff recommendation to adopt the resolution.

Motion was made by Director Bingham, seconded by Director Robeson to approve staff recommendation to adopt the General Reserve Policy and Resolution #16-019 allocating fund balances for FYE-2015/2016 as recommended by the Budget Committee. Motion Passed unanimously.

B. 5-Year Capital Funding Plan – Resolution 16-020.

Staff Recommendation: Adopt Resolution #16-020 approving the five year capital funding plan.

Administrative Services manager Schiwitz reported on the 5-Year Capital Funding Plan and gave staff recommendation to adopt the resolution.

Motion was made by Director Robeson, seconded by Director Bingham to approve staff recommendation to adopt Resolution #16-020 approving the five year capital funding plan. Motion Passed unanimously.

C. Final Budget FY- 2016/2017- Resolution 16-021.

Staff Recommendation: Adopt Resolution #16-021 approving the Final Budget for Fiscal Year 2016/2017.

Administrative Services manager Schiwitz reported on the Final Budget.

Motion was made by Director Liebig, seconded by Director Robenson to approve staff recommendation adopt Resolution #16-021 approving the Final Budget for Fiscal Year 2016/2017. Motion Passed unanimously.

7. CORRESPONDENCE

A. Thank you card from John W. Martin.

B. Thank you card from Tierra Del Sol students.

Correspondence was acknowledged and briefly discussed.

8. ORAL COMMUNICATION

None at this time.

9. UNFINISHED BUSINESS:

A. Fire Station 1 Discussion/Action (Board)

Staff Recommendation: It is recommended that that the District Board appropriate an amount no to exceed 772, 000 to complete Phase II of the Fire Station, Re-location Project, complete the Site Planning process for the permanent facility and provide funds to construct storm drains at the adjoin apartment facility.

Report on Phase 2- Appropriate of Funds to Complete Phase II.

Administrative Services Manager Schiwitz explained that \$50,000.00 for Phase 2 was approved in the 15/16 FY budget. However not all funds were used and the remaining amount should be rolled forward to the FY-16/17 budget for capital funding. The amount in the staff recommendation has increased from the \$772,000 to \$815,000 to include the \$43,000 previously approved but not expended.

District Consultant George Tockstein reported on:

Phase 2 - Plans are at the County for plan check and review should be complete by mid-October. Once returned the next step will be to get Board approve to go out for bids. Target completion date is May 2017. He recommends that the District give the apartment complex a one-time payment of \$10,300.00 to release the District from any current and future claims. District Council advised on language. The Board had a

short discussion on this item and will take action to appropriate the funds at this time but would like to discuss the payment to the apartment in a closed session.

Motion was made by Director Liebig, seconded by Director Robeson to approve staff recommendation as amended to appropriate an amount not exceed \$815,000 from capital facilities replacement reserve to complete Phase II of the Fire Station 1, Relocation Project. Motion Passed unanimously.

- B. CSA-115 update. Discussion(Chief/Board)
Report on activities to-date.

Fire Chief Walker and the Division Chiefs attended a meeting with LAFCO, Diane Jacobs, San Miguel Fire Board members, and Lakeside Board Members on September 26. There was a short meeting with a tour of areas of the CSA 115 and Lakeside Fire Station 1.

10. NEW BUSINESS:

- A. Operations –Ambulance Re-Chassis. Discussion/Action (Chief/Board)
Staff Recommendation: Approve the expenditure of \$135,000 for the purchase and equipping of the remounted/refurbished ambulance as approved in the budget and capital replacement plan.

Division Chief Lawler explained that the Apparatus Committee did research to find the best fit for the District and found that a 2017 GMC G4500 Gas Chassis is the best option.

Motion was made by Director Bingham, seconded by Director Robeson to approve staff recommendation to approve the expenditure of \$135,000 for the purchase and equipping of the remounted/refurbished ambulance as approved in the budget and capital replacement plan. Motion Passed unanimously.

- B. Fire Chief Recruitment.- Resolution 16-022 Approving an Employment Agreement with Donald H. Butz as a Fire Chief. Discussion/Action (Chief/Board)

Board reviewed the resolution and reported that Chief Butz will start on October 15th.

Motion was made by Director Bingham, seconded by Director Robeson to approve Resolution 16-022 approving an Employment Contract with Donald H. Butz as Fire Chief. Motion passed unanimously.

- C. Fire Code Adoption (Ordinance 16-001). Discussion/Action (Chief/Board)
Staff Recommendation: Conduct the second reading, by title only, of Ordinance 16-001.

Division Chief Molloy reported on Fire Code Adoption Ordinance 16-001 and it was introduced by title only. It will be brought back at the next meeting for adoption.

11. REPORTS:

A. Directors Report:

Director Liebig reported that he attend the Open House on September 24th and thanked the crews for their hard work on the event.

Director Baker attended FDAC meeting and highlighted some legislations that may soon be passed.

B. Chief Report:

Division Chief Molloy reported:

- That the District hosted a County EMS meeting.
- Two engines from each shift attended training with Santee FD at the Padre Dam.
- Patrol 2 was staffed for the recent lightning storm and also again for the Santa Ana winds.
- The District responded to a metals fire on Sept 23 where crews were able to save the structure with little damage.
- Thanked the Association for a success Open House community event.
- Reported that the Lakeside Firefighters are participating in the October-Stach competition.

C. Staff Report:

Division Chief Hisaw reported how beneficial the patrol unit was during a few recent incidents.

D. Comments and Information from District Counsel:

None at this time.

E. Firefighters Association Report:

Fire Captain Stamm reported that there has been discussion to move next year's Open House to Fire Station 2. He also added that the Firefighters are participating in multiple October-Stash events. The next event will be held in Lakeside at Eastbound Bar & Grill.

12. FUTURE DISCUSSION ITEMS**A. Strategic Planning Process.**

The Strategic Planning meeting time and date will be determined after new Fire Chief begins with the District.

13. CLOSED SESSION:**A. PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957**
Title: Fire Chief.**B. Fire Chief Recruitment – PUBLIC EMPLOYMENT – Government Code Section 54957(b)(1)**

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 stated above. 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.

No closed session was held. Having no additional items to discuss the meeting was adjourned at 6:38 P.M.

Respectfully submitted,



Acting Clerk of the Board, Janise Martinez