

**LAKESIDE FIRE PROTECTION DISTRICT**  
**MEETING OF THE GOVERNING BOARD**  
**Minutes**

**December 13, 2016**

**1. CALL TO ORDER AND QUORUM**

**Directors Present:**

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

**Also present:**

Fire Chief Don Butz  
District General Counsel Steve Bohemer  
Clerk of the Board Laura Fernandez

The meeting was called to order by Director Baker at 5:30 P.M.

**PLEDGE OF ALLEGIANCE AND INVOCATION**

**A. Invocation – Pastor Al Hester from Hill Country Community Church.**

Director Robeson led the Pledge of Allegiance and Pastor Al Hester from Hill Country Community Church delivered an invocation.

**2. CONFIRMATION OF AGENDA**

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

**3. CONSENT CALENDAR**

- A. Certification of election
- B. Approval of the minutes – November 8, 2016 special Board meeting.
- C. Approval of the minutes – November 8, 2016 regular Board meeting.
- D. Approval of the minutes – November 15, 2016 special Board meeting.
- E. Approval of the minutes – November 29, 2016 special Board meeting.

**Motion was made by Director Robeson, seconded by Director Liebig to approve consent calendar. Motion passed unanimously.**

**4. FINANCE**

**A. List of Demands – November 2016**

i.	Accounts Payable check 18724 thru 18805:	628,584
ii.	Payroll for November 10 and 25, 2016:	519,074
iii.	Workers Comp checks 8324 thru 8370:	<u>16,253</u>
	Total demands for November 2016:	\$ 1,163,911

*Staff Recommendation: Information item only – no action necessary.*

**B. Quarterly Financial Report for period ending September 2016.**

*Staff Recommendation: Information item only – no action necessary.*

**C. Audit Report – FY 2015/2016.**

*Staff Recommendation: Accept the Audit Report for fiscal year ending June 30, 2016.*

Administrative Services Manager Schiwitz reported on the Audit report that had an unqualified opinion and thanked staff for their work.

**Motion was made by director Robeson, seconded by Director Bingham to accept the Audit Report for fiscal year ending June 30, 2016. Motion passed unanimously.**

**5. CORRESPONDENCE**

**A.** Thank you card for Station 2 B Shift Station tour.

Chief Butz thanked Daoust and Smith for representing Lakeside so well.

**6. ORAL COMMUNICATION**

None at this time.

**7. UNFINISHED BUSINESS:**

**A.** Fire Station 1 Relocation. Discussion/Action (Board)  
Report on Phase 2.

Consultant George Tockstein reported Phase 2 is moving right along. The changes to the width of the road are in plan check with the project completion projected by end of June.

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

Chief Butz reported on LAFCO meeting about location of the fire stations. Thanked Administrative Services Manager for fiscal reports presented.

**8. NEW BUSINESS:**

**A.** Amended and Restated JPA Agreement for the Heartland Communications Facility Authority. Discussion/Action (Board)

*Staff Recommendation: Authorize execution of the necessary documents to remain as a member agency.*

Motion was made by Director Haworth, seconded by Director Robeson to authorize Resolution 16-024 and the execution of the necessary documents to remain as a member agency. Motion passed unanimously.

**B.** County Water Tender Agreement. Discussion/Action(Board)

Chief Butz reported on the County Water Tender Agreement and the impact on the ISO rating assessments.

**9. REPORTS:****A. Directors Report:**

Director Liebig presented an aerial view picture of River Park/Station 2 facility. Director Bingham reported on LAFCO meeting.

**B. Chief Report:**

Division Chief Butz reported:

- Received letter from FAIRA.
- Letter awarding UASI funds.
- Participation in the Toy drive for Salvation Army.

**C. Staff Report:**

None at this time.

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

None at this time.

**E. Firefighters Association Report:**

Captain Jordan reported participation in the East County Toy Drive and the \$750 donation to the Susan G. Coleman and reminded everyone we are still collecting donations for our annual adopt a family.

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

The Strategic Planning will be discussed at future meetings starting in February.

**11. CLOSED SESSION:****A. PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957**

Title: Fire Chief.

**B. EMPLOYEE CONTRACT NEGOTIATIONS - Government Code Section 54957.6. Affected Bargaining Units:**

- Lakeside Firefighters Association (District Negotiator(s) J. Bingham, B. Robeson, Directors).
- Chief Officers (District Negotiator(s) M. Baker, P. Liebig, Directors).
- General Services Employees (District Negotiator(s) M. Haworth, B. Robeson, Directors)
- Administrative Services Manager (District Negotiator(s) M. Baker, P. Liebig, Directors).
- Fire Chief (District Negotiator(s) J. Bingham, B. Robeson, 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 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 6:10 P.M.

Respectfully submitted,



Clerk of the Board, Laura Fernandez