

# ***LAKESIDE FIRE PROTECTION DISTRICT***

## **MEETING OF THE GOVERNING BOARD**

### **Minutes**

September 12, 2017

#### **1. CALL TO ORDER AND QUORUM**

**Directors Present:**

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

**Also present:**

Fire Chief Don Butz  
District General Counsel Steve Bohemer  
Acting Clerk of the Board Janise Martinez

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

#### **2. PLEDGE OF ALLEGIANCE AND INVOCATION**

Director Baker led the Pledge of Allegiance. Invocation was given by Al Hester.

#### **3. CONFIRMATION OF AGENDA**

**Motion was made by Director Liebig, seconded by Director Haworth to approve the agenda as presented. Motion passed unanimously.**

#### **4. CONSENT CALENDAR**

- A. Approval of the minutes – August 22, 2017 Special Board meeting.**
- B. Approval of the minutes – August 22, 2017 Regular Board meeting.**
- C. Approval of the minutes – August 31, 2017 Special Board meeting.**
- D. List of Demands-August 2017**

i.	Accounts Payable	
	Old Quickbooks - check 19391 thru 19426:	\$ 345,301
	New Incode 10 - check 2004 thru 2005:	\$ 21,038
ii.	Payroll for Aug 4 and 18, 2017:	\$ 429,337
iii.	Workers Comp. checks 8671-8716:	\$ 19,043
	Total demands for August 2017:	\$ 814,719

**Motion was made by Director Baker, seconded by Director Bingham to approve the consent calendar. Motion passed unanimously.**

#### **5. FINANCE**

- A. Adopt Resolution #17-014 - Committing and Assigning Fund Balances for Fiscal Year 2016/2017**

Admin Service Manager Schiwitz discussed the importance of the reserves and explained the District's Reserve Policy.

*Staff Recommendation: Adopt Resolution 17-014 allocating fund balances for FYE-2016/2017 as recommended by staff.*

**Motion was made by Director Baker, seconded by Director Bingham to adopt resolution # 17-014 allocating fund balances for FYE-2016/2017. Motion passed unanimously.**

- B.** Adopt Resolution #17-015 - Adopting Five Year Capital Funding Plan  
Mr. Schiwitz reported that this item is reviewed annually and the budget committee has discussed capital items the District is in need of. The Board had discussion and would like to have the second reading of this resolution to be held at the next Board meeting.

*Staff Recommendation: Accept the Five-Year Capital Funding Plan for review and adoption prior to Oct. 1, 2017.*

**Motion was made by Director Baker, seconded by Director Haworth to accept this as the first reading of resolution #17-015 and move to have a second reading at the September 26<sup>th</sup> Board Meeting. Motion passed unanimously.**

- C.** Adopt Resolution #17-016 - Final Budget FY 2017-2018  
Board discussed this item and would like to bring the item back for a second reading at the next Board meeting.

*Staff Recommendation: Accept the FY-2017-/2018 Final Budget for review and adoption prior to October 1, 2017.*

**Motion was made by Director Baker, seconded by Director Haworth to accept this as the first reading of resolution #17-016 and move to have a second reading at the September 26<sup>th</sup> Board Meeting. Motion passed unanimously.**

**6. CORRESPONDENCE**

- A.** Letter from Yosemite, Mariposa County  
Director Robeson acknowledged the letter and thanked the crews for a job well done.

**7. ORAL COMMUNICATION**

None at this time.

**8. UNFINISHED BUSINESS:**

- A.** Fire Station 1 Relocation. Discussion/Action (Board)  
Consultant G. Tockstein shared that the project is slightly delayed. Plans were returned from the county to him for changes. The changes were made and re-summitted. The delay is on the County's end.
- B.** CSA-115 update. Discussion(Chief/Board)  
Chief Butz met the new Executive Director of LAFCO and plans to schedule a meeting to give him the history on how the District is involved with CSA-115.

**9. NEW BUSINESS:**

None at this time.

**10. REPORTS:**

**A. Directors Report:**

Liebig- Reported that he will not be able to attend the September 26<sup>th</sup> meeting.

**B. Chief Report:**

No report from the Fire Chief.

**C. Staff Report:**

No reports from staff.

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

District General Counsel reported that the Board did meet and discussed items 2A through 2C. There is no reportable action.

**E. Firefighters Association:**

Firefighters participated in the 9/11 stair climb held in San Diego.

Firefighters are sponsoring a disabled lakeside resident and building him a ramp.

District's Open house will be on Saturday September 30 and will be held at Station 2.

**11. FUTURE DISCUSSION ITEMS**

No items to discuss.

**12. CLOSED SESSION:**

**A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION - Government Code Section 54956.9(d)(1)**

**B. PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957**

Title: Fire Chief.

**C. 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) Fire Chief; 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.

The Board adjourned the meeting at 6:05 p.m.

Respectfully submitted,



Acting Clerk of the Board, Janise Martinez