

# ***LAKESIDE FIRE PROTECTION DISTRICT***

## **MEETING OF THE GOVERNING BOARD**

### **Minutes**

January 22, 2019

**1. CALL TO ORDER AND QUORUM**

**Directors Present:**

Director Mark Baker  
Director James Bingham  
Director Peter Liebig  
Director Bob Robeson  
Director Tim Robles

**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 Robeson at 5:34 P.M.

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

**A. Invocation – Lakeside Fire Protection District Chaplain Al Hester.**

Director Baker led the Pledge of Allegiance and Lakeside Fire Protection District Chaplain Al Hester delivered an invocation.

**3. CONFIRMATION OF AGENDA**

**The Agenda was approved. M/S/P Baker/Liebig. Motion passed unanimously.**

**4. CONSENT CALENDAR**

**A. Approval of the minutes – January 8, 2019 regular Board meeting.**

**B. Approval of the minutes – January 8, 2019 special Board meeting.**

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

**5. FINANCE**

**A. Resolution 19-005 Approving the revised Fiscal Year 2018/2019 Salary Schedule. Discussion/Action**

*Staff recommendation: Adopt resolution 19-005 – Resolution of the Governing Board of the Lakeside Fire Protection District approving the revised Fiscal Year 2018/2019 Salary Schedule as required by California Code of Regulations, Title 2, Section 570.5 to reflect salary adjustments for employees in all active classifications.*

Finance Officer Smith reported on the revised Fiscal Year 2018/2019 Salary Schedule. After discussion and comments **motion was made by Director Bingham, seconded by Director Liebig to Adopt resolution 19-005 – Resolution of the Governing Board of the Lakeside Fire Protection District approving the revised Fiscal Year 2018/2019 Salary Schedule as required by California Code**



of Regulations, Title 2, Section 570.5 to reflect salary adjustments for employees in all active classifications. Motion passed unanimously.

**B. Resolution 19-006 Accepting the Fiscal Year 2017 State Homeland Security Program (SHSP) Grant Award. Discussion/Action**

*Staff recommendation: Adopt resolution 19-006 – Resolution of the Governing Board of the Lakeside Fire Protection District accepting \$38,382 from the U.S. Department of Homeland Security, creating the Federal Grants Fund in the District budget system, and appropriating said funds for the state homeland security program.*

Finance Officer Smith reported on The State Homeland Security Grant. After discussion and comments **motion was made by Director Liebig, seconded by Director Robles to Adopt resolution 19-006 – Resolution of the Governing Board of the Lakeside Fire Protection District accepting \$38,382 from the U.S. Department of Homeland Security, creating the Federal Grants Fund in the District budget system, and appropriating said funds for the state homeland security program. Motion passed unanimously.**

**C. Resolution 19-007 Authorizing Staff to enter into a Three-Year Service Contract Agreement with Granicus via a GSA Federal Cooperative Agreement to purchase and Implement Peak Agenda Management Software. Discussion/Action**

*Staff recommendation: Adopt resolution 19-007 – Resolution of the Governing Board of the Lakeside Fire Protection District Authorizing District staff to enter into a three-year service contract agreement and authorize the use of General Services Administration (GSA) cooperative purchasing agreement to purchase Peak Agenda Management software package from Granicus and to authorize the Fire Chief and/or his designee to sign all related documents.*

Finance Officer Smith reported on the revised Fiscal Year 2018/2019 Salary Schedule. After discussion and comments **motion was made by Director Baker, seconded by Director Bingham to Adopt resolution 19-007 – Resolution of the Governing Board of the Lakeside Fire Protection District Authorizing District staff to enter into a three-year service contract agreement and authorize the use of General Services Administration (GSA) cooperative purchasing agreement to purchase Peak Agenda Management software package from Granicus and to authorize the Fire Chief and/or his designee to sign all related documents. Motion passed unanimously.**

**D. Resolution 19-008 FY18-19 Quarterly Financial Report for Quarter ending December 31, 2018 and Resolution making various amendments to the Fiscal Year FY18-19 to adjust for variances. Discussion/Action**

*Staff recommendation: Adopt resolution 19-008 – Resolution of the Governing Board of the Lakeside Fire Protection District making various amendments to the Fiscal Year 2018-2019 Budget to adjust for variances and appropriating funds therefor.*

Finance Officer Smith reported on the Quarterly Financial Report for Quarter ending December 31, 2018. After discussion and comments **motion was made by Director Bingham, seconded by Director Liebig to Adopt resolution 19-008 – Resolution of the Governing Board of the Lakeside Fire Protection District making various amendments to the Fiscal Year 2018-2019 Budget to adjust for variances and appropriating funds. Motion passed unanimously.**



**6. CORRESPONDENCE**

- A. Thank you, Note from Megan and Danny Downs.
  - B. Thank you letter from Salvation Army, Sandy Webb, El Cajon Corps.
- Correspondence was acknowledged and briefly discussed.

**7. ORAL COMMUNICATION**

Mr. Gordon Shackelford a District resident was present and spoke about the need for clearing dry palm trees in Blossom Valley and the concern for the fire danger.

**8. UNFINISHED BUSINESS:**

None at this time.

**9. NEW BUSINESS:**

- A. Replacement of Type I Apparatus Driver Passenger Seats.

Discussion/Action

*Staff Recommendation: Authorize the re-designation of funds using a mid-year budget adjustment with the expenditure not to exceed \$18,000.00 for the purchase and installation for six new Valor G2A seat utilizing saving from the recent purchase of the Districts Type III apparatus.*

Division Chief Hisaw reported on the need to have the apparatus seats replaced. After discussion and comments, **motion was made by Director Robles, seconded by Director Bingham to Authorize the re-designation of funds using a mid-year budget adjustment with the expenditure not to exceed \$18,000.00 for the purchase and installation for six new Valor G2A seat utilizing saving from the recent purchase of the Districts Type III apparatus. Motion passed unanimously.**

- B. Replacement of Two Thermal Imaging Cameras. Discussion/Action

*Staff Recommendation: Authorize the re-designation of funds using a mid-year budget adjustment with the expenditure not to exceed \$16,000.00 for the purchase of two TIC's, associated chargers and spare batteries, utilizing the savings from the recent purchase of the District's Type III apparatus*

Division Chief Hisaw reported on the need to replace two thermal imaging cameras. After discussion and comments, **motion was made by Director Baker, seconded by Director Liebig to Authorize the re-designation of funds using a mid-year budget adjustment with the expenditure not to exceed \$16,000.00 for the purchase of two TIC's, associated chargers and spare batteries, utilizing the savings from the recent purchase of the District's Type III apparatus. Motion passed unanimously.**

**10. REPORTS:****A. Directors Report:**

Director Liebig reported on the Retirement Dinner for Captain Culkin he attended and recognized his contributions to the District over the years. Director Baker announced the upcoming FDAC Conference scheduled for April. Director Robeson reported on Heartland Training Commission meeting he attended.

**B. Chief Report:**

Chief Butz reported on upcoming Feb 2<sup>nd</sup> meeting where the annexation of islands two and three will be discussed.



**C. Staff Report:**

No report.

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

Closed session item 2A was discussed with no reportable action.

**E. Firefighters Association Report:**

No report.

**11. FUTURE DISCUSSION ITEMS**

None at this time.

**12. CLOSED SESSION:**

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

Title: Fire Chief.

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.

Having no additional items to discuss the meeting was adjourned at 6:23 P.M.

Respectfully submitted,

  
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Clerk of the Board, Laura Fernandez