

LAKE SIDE FIRE PROTECTION DISTRICT

MEETING OF THE GOVERNING BOARD

Minutes

August 13, 2019

1. CALL TO ORDER AND QUORUM

Directors Present:

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

Also present:

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

The meeting was called to order by Director Robeson at 5:43 pm. with
Director Peter Liebig absent.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

A. Invocation

Director Baker led the Pledge of Allegiance and Danny Womack gave an
invocation.

3. CONFIRMATION OF AGENDA

Motion was made by Director Baker, seconded by Director Bingham to
approve the Agenda as presented.
Motion passed unanimously.

4. CONSENT CALENDAR

Motion was made by Director Baker, seconded by Director Robles to approve
the Consent Calendar.
Motion passed unanimously.

5. Finance

A. Fire Mitigation Fee Revenue – Five Year Plan

Staff Recommendation: It is recommended that the District Board authorize the submission of the Fire Mitigation Fee Annual Report as required by the Fire Mitigation Fee Program and adopt Resolution 19-021 – Resolution of the Governing Board of the Lakeside Fire Protection District Adopting a Five-year Plan for the use of Mitigation Fee Revenue.

Finance officer presented the staff report and read out loud the staff
recommendation. Director Baker would like staff to note in 2020 to add a
percentage cost of Station 1 and Station 3 re-models.

Motion was made by Director Robles, seconded by Director Bingham to
adopt resolution 19-021.
Motion passed unanimously.

6. Correspondence

None at this time.

7. Oral Communications to the Board, Opportunity for Public Comment with Respect to Matters not on the Agenda

This portion of the agenda may be utilized by any person to address the Board of Directors on any matter within the jurisdiction of the Board of Directors. However, depending on the subject matter, the Board may be unable to respond at this time or until the specific item is placed on the agenda at a future meeting, as provided by The Brown Act.

There were no members of the public requesting to speak.

8. Unfinished Business

None at this time.

9. New Business**A. Fire Prevention Officer Duty Statement**

Staff Recommendation: It is recommended that the District Board approve the duty statement for the position of Fire Prevention Officer and the corresponding salary bands.

Chief gave a summary of the job description of the position. The person selected will be involved with weed abatement and business inspections and be a liaison for the District with the County Fire Authority as well as provide prevention public relations.

Motion was made by Director Baker, seconded by Director Robles to approve the duty statement for the position of Fire Prevention Officer and the corresponding salary bands.

Motion passed unanimously.

B. Accounting Specialist Duty Statement

Staff Recommendation: It is recommended that the District Board approve the duty statement for the position of Accounting Specialist and the corresponding salary bands and eliminate the position of Administrative Assistant-Accounting.

Chief Butz explained with the Retirement of Laura Fernandez, the position was evaluated and changed to meet the administrative needs of the District.

Motion was made by Director Robles, seconded by Director Bingham to approve the duty statement for the position of Accounting Specialist and the corresponding salary bands.

Motion passed unanimously.

C. Finance Director and Human Resources Director Duty Statements

Staff Recommendation: It is recommended that the District Board approve the duty statement for the position of Finance Director and Human Resources Director and their corresponding salary bands.

Chief Butz explained the need for the position changes and salary adjustments. Staff was directed to bring back a salary survey for both positions and proposed a motion.

Motion was made by Director Baker, seconded by Director Bingham to approve the duty statements for the position of Finance Director and Human Resources Director and direct staff to present the Board with a salary survey for both positions.

Motion passed unanimously.

D. San Diego County Consolidated Redevelopment Oversight Board

Staff Recommendation: It is recommended that the District Board cast it's vote for Director Baker and authorize the President of the Board of Directors to execute the ballot and certificate the vote.

Director Baker explained that there is a seat for primary and alternate. Small discussion on primary seat and a motion was made.

Motion was made by Director Bingham, seconded by Director Robles to cast a vote for Director Baker as primary representative and authorize the President of the Board of Directors to execute the ballot and certificate the vote.

Motion passed unanimously.

10. Reports

A. Directors Report

Director Baker- Reported he attended Fire Districts Assoc. and CalChiefs meeting representing the District.

Director Robles- Thanked chief Butz and Firefighters for sending one engine to be present a funeral.

B. Chief Report

Chief Butz had no reports at this time.

C. Staff Report

Division Chief Lawler reported that Station 3 demolition is still in progress and expected to be completed August 16th.

Division Chief Molloy reported that he took a strike team of engines which included OES 305 from Lakeside Fire District to be taken back to Sacramento.

The District then took possession of KME engine OES 418 and is now in District. Crews are working to properly equip and expected time the engine will go in service is the end of August.

D. Comments and Information from District Counsel

Steve Bohemer reported that the Board met in closed session and had discussion on items 2A and 2B, there was direction given with no reportable action.

E. Firefighters Association Report

Firefighters Association will hold a book drive to raise money for the MDA on August 22 from 6 am until 10:30 am and thanked the District for supporting them with the event.

11. Future Discussion Items

No future discussion items at this time.

12. Closed Session

A. PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957

Title: Fire Chief.

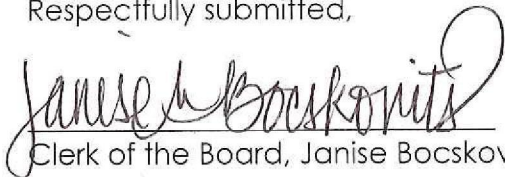
B. EMPLOYEE CONTRACT NEGOTIATIONS – Government Code Section 54957.6 Affecting Bargaining Units

- Lakeside Firefighters Association – (District Negotiators: 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.

Having no additional items to discuss the meeting was adjourned at 6:11 P.M.

Respectfully submitted,


Clerk of the Board, Janise Bocskovits