

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

**September 8, 2015**

**1. CALL TO ORDER AND QUORUM**

**Directors Present:**

Directors Mark Baker  
Director James Bingham  
Director Mike Haworth  
Director Peter Liebig  
Director Rob Robeson

**Also present:**

Fire Chief Andy Parr  
District General Counsel Steve Bohemer  
Clerk of the Board Laura Fernandez

The meeting was called to order by Director Liebig at 5:32 P.M.

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

**A. Invocation – Pastor Ralph Goodrich from Harvest Christian Fellowship.**

Director Robeson led the Pledge of Allegiance and Pastor Ralph Goodrich from Harvest Christian Fellowship delivered an invocation.

**3. CONFIRMATION OF AGENDA**

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

**4. APPROVAL OF THE MINUTES**

**A. August 25, 2015 special Board meeting.**

**B. August 25, 2015 regular Board meeting.**

**The minutes of the August 25, 2015 special and regular Board meetings were approved as presented. M/S/P Bingham/ Robeson. Motion passed unanimously.**

**5. CONSENT CALENDAR**

None at this time.

**6. FINANCE**

**A. Resolution 15-017; Property Management Bank Account.**

*Staff Recommendation: Adopt Resolution #15-017 authorizing the signers on district bank account for property management services.*

**Motion was made by Director Robeson, seconded by Director Baker to Adopt Resolution #15-017 authorizing the signers on district bank account for property management services. Motion passed unanimously.**

**B. Resolution 15-018; Update of Resolution Authorizing Bank Signers.**

*Staff Recommendation: Adopt Resolution #15-018 authorizing the signers on district bank accounts for Accounts Payable and Payroll Disbursements.*

**Motion was made by Director Robeson, seconded by Director Baker Adopt Resolution #15-018 authorizing the signers on district bank accounts for Accounts Payable and Payroll Disbursements. Motion passed unanimously.**

**C. Resolution 15-019; 5 – Year Capital Funding Plan.**

*Staff Recommendation: Adopt Resolution #15-019 approving the five year capital funding plan.*

**Motion was made by Director Robeson, seconded by Director Bingham Adopt Resolution #15-019 approving the five year capital funding plan. Motion passed unanimously.**

**D. Resolution 15-020; Final Budget FY-2015/2016.**

*Staff Recommendation: Adopt Resolution #15-020 approving the Final Budget for Fiscal Year 2015/2016.*

Administrative services manager Schiwitz presented the Budget and thanked the Staff and Committee for their work. Agenda was presented for the first reading and will be continued for adoption on the September 29<sup>th</sup> Board meeting.

**E. List of Demands – August 2015**

i. Accounts Payable check 17462 thru 17518:	263,956
ii. Payroll for August 7 and 21, 2015:	471,072
iii. Workers Comp checks 7843 thru 7874:	<u>12,705</u>
Total demands for August 2015:	\$ 747,733

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

**7. CORRESPONDENCE****A. LA Letter from Norm Walker, Southern California Interagency Incident Management Team 1.**

Correspondence was acknowledged and briefly discussed a copy of the letter will be forwarded to personnel files.

**B. ORAL COMMUNICATION**

None at this time.

**9. UNFINISHED BUSINESS:****A. Fire Station 1 Relocation. Discussion/Action (Board)**

Report on activities to-date.

Chief Parr commented there is some activity on station 1 relocation reported in closed session.

**B. Application for Annexation of CSA-115. Discussion/Action(Chief/Board)**

Report on activities to-date.

Chief Parr had not report on this item.

**C. Strategic Planning Process – October 27<sup>th</sup> at 3:30 P.M.**



**10. NEW BUSINESS:**

**A.** LAFCO call for nominations to the Local Agency Formation Commission and the Special Districts Advisory Committee. Discussion/ Action (Board).

**Motion was made by Director Bingham, seconded by Director Haworth to nominate Director Bob Robeson to LAFCO Special District Advisory Committee. Motion passed unanimously.**

**B.** Administrative Captain Training and Development Opportunity Budget Transfer Request. Discussion/Action.(Chief/Board)

*Staff Recommendation: Approve a budget transfer from the District's Emergency Reserve Fund to the General Fund for an amount not to exceed \$17,500 to open a 3<sup>rd</sup> opportunity for an Administrative Captain to receive additional training and development during this exceedingly valuable transitional period.*

**Motion was made by Director Bingham, seconded by Director Haworth to approve a budget transfer from the District's Emergency Reserve Fund to the General Fund for an amount not to exceed \$17,500 to open a 3rd opportunity for an Administrative Captain to receive additional training and development during this exceedingly valuable transitional period. Motion passed unanimously.**

**C.** Administrative Analyst Recruitment. Discussion/Action.(Chief/Board)

*Staff Recommendation: Allocate \$25,000 from the General Fund – Emergency Reserve in the FY -15/16 budget for the purpose of recruitment of an Administrative Analyst.*

**Motion was made by Director Robeson, seconded by Director Baker Allocate \$25,000 from the General Fund – Emergency Reserve in the FY -15/16 budget for the purpose of recruitment of an Administrative Analyst. Motion passed unanimously.**

**11. REPORTS:****A. Directors Report:**

Director Bingham announced CSA-69 meeting next Thursday that Director Liebig will attend.

Liebig reported on FAIRA meeting he attended.

Director Robeson will not be able to attend the meeting on the 29<sup>th</sup>.

**B. Chief Report:**

Chief Parr reported on

- Feasibility study for communications, Heartland, Monte Vista, North Comm.
- He will be on vacation the next three weeks.
- Division Chief Tockstein will be Interim Fire Chief for the time.

**C. Staff Report:**

Division Chief Kirkpatrick reported the upcoming Lakeside Amateur radio test to be held October 3. CERT volunteer are invited to attend.

Administrative Captain Molloy reported on monthly report on call statistics.

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

None at this time.

**E. Firefighters Association Report:**

None at this time.

**12. FUTURE DISCUSSION ITEMS**

None at this time.

**13. CLOSED SESSION:****A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Government Code Section 54956.8.**

Property: APN #388-260-02-00

Agency negotiator: Chief and Board

Negotiation parties: N/A

Under negotiation: Price and terms of payment.

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

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

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

Title: Fire Chief.

**D. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Pursuant to Government Code Section 54956.9(d)(2)

Four (4) potential cases

Facts and circumstances (pursuant to Government Code Section 54956.9(e)(3)): A copy of the claim for money or damages, dated August 11, 2015, from Loan Nguyen, is available for inspection upon request.

Facts and circumstances (pursuant to Government Code Section 54956.9(e)(3)): A copy of the claim for money or damages, dated August 11, 2015, from K.P. Phounsy, is available for inspection upon request.

Facts and circumstances (pursuant to Government Code Section 54956.9(e)(3)): A copy of the claim for money or damages, dated August 11, 2015, from Kimberly Nang Chanthaphanh, is available for inspection upon request.

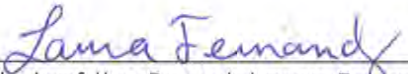
Facts and circumstances (pursuant to Government Code Section 54956.9(e)(3)): A copy of the claim for money or damages, dated August 11, 2015, from K.J. Phounsy, is available for inspection upon request.

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 6:30 P.M.

Respectfully submitted,

  
Clerk of the Board, Laura Fernandez