

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

September 13, 2016

**1. CALL TO ORDER AND QUORUM**

**Directors Present:**

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

**Also present:**

Division Chief Humberto Lawler  
District General Counsel Steve Bohemer  
Clerk of the Board Laura Fernandez

The meeting was called to order by Director Baker at 5:35 P.M. with Director Mike Haworth absent.

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

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

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

**3. CONFIRMATION OF AGENDA**

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

**4. APPROVAL OF THE MINUTES**

- A. August 8, 2016 special Board meeting.
- B. August 9, 2016 regular Board meeting.
- C. August 22, 2016 special Board meeting.
- D. August 23, 2016 special Board meeting.

**The minutes of the August 8, 22, 23 special and August 9 regular Board meetings were approved in one motion as presented. M/S/P Robeson/Bingham. Motion passed unanimously.**

**5. CONSENT CALENDAR**

None at this time.

**6. FINANCE**

**A. List of Demands – August 2016**

i.	Accounts Payable check 18506 thru 18589:	805,702
ii.	Payroll for August 5 and 19, 2016:	449,393
iii.	Workers Comp checks 8212 thru 8251:	<u>18,372</u>

Total demands for August 2016: \$ 1,273,467

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

**B. General Fund Reserve Policy – Resolution 16-019.**

*Staff Recommendation: Adopt the General Reserve Policy and Resolution #16-019 allocating fund balances for FYE-2015/2016 as recommended by the Budget Committee.*

Administrative Services manager Schiwitz reported on the General Fund Reserve Policy and following Board direction this item was tabled till next meeting.

**C. 5-Year Capital Funding Plan – Resolution 16-020.**

*Staff Recommendation: Adopt Resolution #16-020 approving the five year capital funding plan.*

Administrative Services manager Schiwitz reported on the 5-Year Capital Funding Plan and following Board direction this item was tabled till next meeting.

**D. Final Budget FY- 2016/2017- Resolution 16-021.**

*Staff Recommendation: Adopt Resolution #16-021 approving the Final Budget for Fiscal Year 2016/2017.*

Administrative Services manager Schiwitz reported on the Final Budget FY-2016/2017 and following Board direction this item was tabled till next meeting.

**7. CORRESPONDENCE**

**A.** Thank you card from Eileen Kyle.

**B.** Thank you card from Nick Swafford.

Correspondence was acknowledged and briefly discussed.

**8. ORAL COMMUNICATION**

Retired Division Chief Kirkpatrick was present and thanked the Board for the Retirement Badge and also thanked the community for a wonderful career of 29 years. He also was thankful for the opportunity to take part in the Fire Chief Recruitment process.

**9. UNFINISHED BUSINESS:**

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

District Consultant George Tockstein reported on:

- Phase 2 - Plans are at the County for plan check. RFP will be delayed to sometime in October.

**B.** CSA-115 update. Discussion(Chief/Board)

Report on activities to-date.

Fire Chief Walker reported meeting with LAFCO the process may be a 6 to 9 month.

**10. NEW BUSINESS:**

**A.** Operations – Disposal of Surplus Property Staff Vehicle (V025/F250 Support 4141). Discussion/Action (Chief/Board)

*Staff Recommendation: Accept this report and direct staff to dispose of this staff vehicle by Fischer Auction as suggested in this report in accordance with District Policy 217.*

Division Chief Lawler reported that due to the costs of repairs staff recommends the disposal of Support Staff Vehicle V025.

**Motion was made by Director Robeson, seconded by Director Liebig to approve staff recommendation, accept this report and direct staff to dispose of this staff vehicle by Fischer Auction as suggested in this report in accordance with District Policy 217. Motion Passed unanimously.**

B. Fire Chief Recruitment. Discussion/Action (Chief/Board)

Report on activities to-date.

Director Baker reported we will have something prepared for next meeting.

C. Fire Code Adoption (Ordinance 16-001). Discussion/Action (Chief/Board)

*Staff Recommendation: Introduction and conduct the first reading, by title only, of Ordinance 16-001.*

Division Chief Molloy reported on Fire Code Adoption Ordinance 16-001 and it was introduced by title only. It will be brought back next meeting for second reading and scheduled for public hearing and adoption the meeting after.

**11. REPORTS:**

**A. Directors Report:**

Director Liebig reported on teleconference FAIRA meeting he participated in. Director Bingham reported on CSA 69 meeting he attended where financial review was discussed.

Director Baker will be attending FDAC meeting.

**B. Chief Report:**

Division Chief Hisaw reported:

Things have slowed down in the District not much activity to report.

**C. Staff Report:**

Division Chief Molloy reported:

Monthly call statistics report.

Station 2 Solar system project report, system capacity can be expanded.

CSA Advisory Committee meeting.

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

None at this time.

**E. Firefighters Association Report:**

None at this time.

**12. FUTURE DISCUSSION ITEMS**

**A. Strategic Planning Process.**

The Strategic Planning meeting time and date will be determined after new Fire Chief has been selected.

**13. CLOSED SESSION:**

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

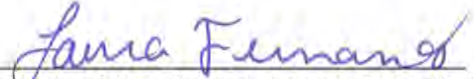
Title: Fire Chief.

**B. Fire Chief Recruitment – PUBLIC EMPLOYMENT – Government Code Section 54957(b)(1)**

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 6:22 P.M.

Respectfully submitted,

A handwritten signature in blue ink that reads "Laura Fernandez". The signature is written in a cursive style and is positioned above a horizontal line.

Clerk of the Board, Laura Fernandez