

# FIVE CITIES FIRE AUTHORITY

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Jeff Lee, Chair  
Karen White, Vice Chair  
Keith Storton, Board Member



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Stephen C. Lieberman, Executive Officer  
Tricia Meyers, Clerk to the Board  
David P. Hale, General Counsel

## AGENDA SPECIAL BOARD MEETING TUESDAY, SEPTEMBER 27, 2022-8:30 A.M. City of Grover Beach Council Chambers 154 South Eighth Street, Grover Beach, CA

### CALL TO ORDER

### FLAG SALUTE

### ROLL CALL

### AGENDA REVIEW:

At this time the Board will review the order of business to be conducted and receive requests for, or make announcements regarding any change(s) in the order of the day. The Board should, by motion, approve the agenda as presented or as revised.

### COMMUNITY COMMENTS AND SUGGESTIONS:

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the Board. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or Vice Chair may:

- Direct Authority staff to assist or coordinate with you.
- A Board Member may state a desire to meet with you.
- It may be the desire of the Board to place your issue or matter on a future Board agenda.

### CONSENT AGENDA:

The following routine items listed below are scheduled for consideration as a group. The recommendations for each item are noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member, the Fire Chief or General Counsel may request that any item be pulled from the Consent Agenda to permit discussion or change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

## **SPECIAL BOARD MEETING AGENDA – SEPTEMBER 27, 2022**

### **PAGE 2**

1. **Consideration of Approval of Minutes**(MEYERS)  
**Recommended Action:** Approve the minutes of the Board Meeting of August 19, 2022.
2. **Consideration of Cash Disbursement Activity**(LIEBERMAN)  
**Recommended Action:** Receive and file the listing of cash disbursements for the period of August 1 to August 31, 2022.
3. **Consideration of Approval of an Amendment to the Fire Chief's Employment Agreement** (HALE)  
**Recommended Action:** Approve Amendment No. 5 to the Fire Chief/Executive Officer's employment agreement.
4. **Consideration of a Resolution Declaring Obsolete Equipment as Surplus** (LIEBERMAN)  
**Recommended Action:** Approve a Resolution declaring obsolete equipment as surplus.

#### **CONTINUED BUSINESS:**

None.

#### **NEW BUSINESS:**

- a. **Consideration of Acceptance of Grant Award from the California Fire Foundation and Appropriate the Revenue into FY 2022-23 FCFA Budget** (LIEBERMAN)  
**Recommended Action:** Accept and appropriate grant funds in the amount of \$13,500 from the California Fire Foundation and approve a Resolution.

#### **BOARD MEMBER ITEMS:**

The following item(s) are placed on the agenda by a Board Member who would like to receive feedback, obtain consensus to direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken.

None.

#### **FIRE CHIEF ITEMS:**

The following item(s) are placed on the agenda by the Fire Chief in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

- a. Fire Chief Updates

**SPECIAL BOARD MEETING AGENDA – SEPTEMBER 27, 2022**  
**PAGE 3**

**GENERAL COUNSEL ITEMS:**

The following item(s) are placed on the agenda by the General Counsel in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

None.

**BOARD COMMUNICATIONS:**

Correspondence/Comments as presented by the Board.

**CLOSED SESSION:**

None.

**ADJOURNMENT**

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All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 24 hours of a special meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Clerk to the Board's office, 140 Traffic Way, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Clerk to the Board's office at 805-473-5490 as soon as possible.

Any documentation or materials to be submitted by the General Public for consideration by the Board shall be submitted to the Clerk to the Board by email at [tmeyers@fivecitiesfire.org](mailto:tmeyers@fivecitiesfire.org), no later than 24 hours prior to the above scheduled time for the Five Cities Fire Authority Board meeting. Failure to submit documents or any materials at least 24 hours prior to the scheduled time for the Board meeting shall be grounds for the Board to reject consideration or review of those items unless otherwise required by state or local laws.

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Agenda reports can be accessed and downloaded from the Five Cities Fire Authority Website at [www.fivecitiesfireauthority.org](http://www.fivecitiesfireauthority.org).

## MINUTES

### FIVE CITIES FIRE AUTHORITY BOARD MEETING FRIDAY, AUGUST 19, 2022

#### **CALL TO ORDER:**

Chair Lee called the Five Cities Fire Authority (FCFA) Board meeting to order at 09:00 a.m.

#### **FLAG SALUTE:**

Battalion Chief Riki Heath, led the Flag Salute.

#### **ROLL CALL:**

FCFA Board: Chair Jeff Lee, Vice Chair Karen White and Board Member Keith Storton.

FCFA Staff Present: Chief Stephen Lieberman, Battalion Chief Riki Heath and General Counsel Dave Hale.

#### **AGENDA REVIEW:**

Chair Lee asked if anyone had any questions regarding the agenda. Chief Lieberman requested that Closed Session, Item A. be removed from the agenda.

**Action:** Board Member Storton moved, Vice Chair White seconded, and the motion passed unanimously to approve the amended agenda of the Five Cities Fire Authority's by a voice vote.

**AYES:** Storton, White, Lee

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

#### **COMMUNITY COMMENTS AND SUGGESTIONS:**

None.

#### **CONSENT AGENDA:**

**Action:** Board Member Storton moved, and Vice Chair White seconded the motion to approve the Consent Agenda. No public comment was received. The motion passed on the following roll call vote:

**AYES:** Storton, White, Lee

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

#### **1. Consideration of Approval of Minutes.**

**Action:** Approved minutes of the Board Meeting of July 15, 2022 and Special Board Meeting of June 30, 2022.

#### **2. Consideration of Cash Disbursement Activity.**

**Action:** Received and filed the listing of cash disbursements for the period of July 1, 2022 through July 31, 2022.

**CONTINUED BUSINESS:**

None.

**NEW BUSINESS:**

- a. **Consideration of Changes to Unrepresented Employee Compensation.** Treasurer Valentine presented the staff report to consider a 3.5% increase to unrepresented Management employees, Office Assistant II, and a Reserve Firefighter. The proposed increases were included in the approved FY 2022-23 budget. No public comment was received.

**Action:** Board Member Storton moved, and Vice Chair White seconded the motion to adopt Resolutions to approve a 3.5% increase for unrepresented management employees and part-time positions. The motion passed on the following roll call vote:

**AYES:** Storton, White, Lee  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**BOARD MEMBER ITEMS:**

None.

**FIRE CHIEF ITEMS:**

- a. Engine 6692 is waiting for repairs after the accident it was involved in last month. After insurance approval, Five Cities Fire Authority's deductible is \$5,000 to complete repairs.
- b. Truck 6645 had an engine control module fail and is out for repairs.
- c. The apparatus replacement committee has started to design a replacement ladder truck. The committee will be working with a Pierce representative and the cost for a new ladder truck is \$2.3 million dollars. The build time is 3 years. If the order is not placed by October 1, 2022, the price will increase.
- d. FCFA was awarded a grant from the California Fire Foundation in the amount of \$13,500 for wildland hose, hose packs, and nozzles for the new wildland engine. Friends of Five Cities Fire Authority has also allocated a few thousand dollars to purchase needed equipment for the engine.
- e. FCFA is still waiting notification to confirm if they will be awarded a grant for extrication equipment.
- f. The generator at Station 1 is still out of service. The City of Arroyo Grande has placed a temporary, small generator that operates the apparatus bay doors in the event of a power outage. The projected cost of a new generator is over six hundred thousand dollars. Chief Lieberman has submitted a request for grant funding to help cover a portion of this cost.
- g. The managers of each community will continue to meet to discuss the proposed level of service and funding for the future of the Joint Powers Authority after June 30, 2023.

**GENERAL COUNSEL ITEMS:**

General Counsel Hale informed the Board that FCFA received a letter from a law firm in Beverly Hills, a personal injury firm, directing a preservation of evidence from the accident that occurred with Engine 6692. He will keep the Board informed on any additional information that is received.

**BOARD COMMUNICATIONS:**

Board Member Storton acknowledged the emotional response, along with support, of the Chief and FCFA staff for how they have handled the recent accident involving Engine 6692. Chair Lee thanked Engineer Bennet for participating in the Active Shooter training with Grover Beach Police Department.

**CLOSED SESSION:**

The Board adjourned to a Closed Session at 9:30 a.m. concerning the following item:

- b. Public Employee Performance Evaluation, Gov. Code Section 54957  
Position: Fire Chief/Executive Officer**

**RECONVENE TO OPEN SESSION:**

Chair Lee called the meeting back to order at 9:46 a.m. General Counsel Hale reported after a closed session performance evaluation of Chief Lieberman that the Board has unanimously voted to put the Fire Chief at the top step of his salary range. This will result in a 3.92% increase.

**ADJOURNMENT:**

Chair Lee adjourned the meeting at 9:47 a.m.

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**JEFF LEE, CHAIR**

**ATTEST:**

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**TRICIA MEYERS, CLERK TO THE BOARD**



## **STAFF REPORT**

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**TO:** Chair and Board Members      **MEETING DATE:** September 27, 2022

**FROM:** Stephen C. Lieberman, Fire Chief  
Nicole Valentine, Treasurer

**SUBJECT:** Consideration of Cash Disbursement Ratification

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### **RECOMMENDATION**

It is recommended that the Five Cities Fire Authority (FCFA) Board of Directors review, receive and accept the attached listing of cash disbursements for the period August 1 through August 31, 2022.

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### **BACKGROUND**

The FCFA JPA agreement identifies the City of Arroyo Grande as the agency providing financial services to the fire department. The City processes payroll and accounts payable on behalf of the FCFA. Historically, the City has processed FCFA payroll on City checks (using a City bank account). The City recovers 100% of these payroll costs along with related staff time. FCFA staff is working with the City to determine if payroll can be processed utilizing FCFA checks/bank account.

Cash disbursements are made weekly based on the submission of all required documentation and supporting invoices for costs incurred/services rendered. The Fire Chief reviews all disbursement documents before they are submitted to the City for processing.

### **FISCAL IMPACT**

There is a \$1,192,731.34 fiscal impact that includes the following items:

- Accounts Payable Checks                      \$    763,759.89
- Payroll and Benefit Checks                      428,971.45

### **ALTERNATIVES**

The following alternatives are provided for the Board's consideration:

1. Approve the staff recommendation
2. Do not approve the staff recommendation
3. Provide other direction.

### **ATTACHMENTS**

August 1 through August 31, 2022 Accounts Payable Register  
August 1 through August 31, 2022 Payroll and Check Register

### **PREPARED BY**

Stephen C. Lieberman, Fire Chief



FIVE CITIES FIRE AUTHORITY  
CHECK LISTING  
AUGUST 1 - 31, 2022

ATTACHMENT 1

Line	Check Date	Check #	GL Amount	Description	Acct #	Vendor Name
1	08/12/2022	8442	\$ 264.40	STN 2 OXYGEN CYLINDER RENTAL	290.4211.5303	AIRGAS USA, LLC
2	08/12/2022	8442	471.52	07/22 OXYGEN CYLINDER RENTAL	290.4211.5303	AIRGAS USA, LLC
3	08/12/2022	8443	266.14	SHOP SUPPLIES-RENTAL TOWELS, MATS, MOPS	290.4211.5303	ARAMARK UNIFORM SERVICES
4	08/12/2022	8444	174.87	BAN#391033178 CIRCUIT CHRGS STN 2	290.4211.5403	AT&T
5	08/12/2022	8444	174.87	BAN#391033179 CIRCUIT CHRGS STN 3	290.4211.5403	AT&T
6	08/12/2022	8444	753.06	BAN#391033185 PHONE LINES 6/2	290.4211.5403	AT&T
7	08/12/2022	8445	40.00	PEST CONTROL SVC- STN 3	290.4211.5605	AUTHORIZED PEST CONTROL
8	08/12/2022	8445	40.00	PEST CONTROL SVC -STN 2	290.4211.5605	AUTHORIZED PEST CONTROL
9	08/12/2022	8446	217.62	RADIO PARTS, FACE PLATE -INVEST. 6620	290.4211.5603	BANK OF AMERICA
10	08/12/2022	8446	28.18	BLDG MAINT-STN 2 WALMART	290.4211.5604	BANK OF AMERICA
11	08/12/2022	8446	396.59	FUEL-CHEVRON, THIRD BASE MKT	290.4211.5608	BANK OF AMERICA
12	08/12/2022	8446	23.67	SECURE CONFERENCE	290.4211.5403	BANK OF AMERICA
13	08/12/2022	8446	99.99	LANDGLIDE APP FOR WEED ABATEMENT-APPLE	290.4211.5607	BANK OF AMERICA
14	08/12/2022	8446	7.50	EPA FEE	290.4211.5303	BANK OF AMERICA
15	08/12/2022	8446	544.95	TRAINING SIMULATOR LICENSING-SIMUSHARE	290.4211.5607	BANK OF AMERICA
16	08/12/2022	8446	820.28	RADIO PARTS-PAC PARTS, SONECTICS	290.4211.5606	BANK OF AMERICA
17	08/12/2022	8446	546.19	OFFICE SUPPLIES, TONER-AMAZON, OFFICE DEPOT	290.4211.5201	BANK OF AMERICA
18	08/12/2022	8446	584.91	BLDG MAINT-AMAZON	290.4211.5604	BANK OF AMERICA
19	08/12/2022	8446	127.14	IPAD CASE-AMAZON	290.4211.5702	BANK OF AMERICA
20	08/12/2022	8446	4,082.25	(55) O2 CYLINDERS-TRITECH FORENSICS	290.4211.5303	BANK OF AMERICA
21	08/12/2022	8446	14.99	ZOOM	290.4211.5403	BANK OF AMERICA
22	08/12/2022	8446	40.00	(2) MOLD TEST KITS -PROLAB INC	290.4211.5604	BANK OF AMERICA
23	08/12/2022	8446	0.99	CHIEF'S IPHONE STORAGE	290.4211.5607	BANK OF AMERICA
24	08/12/2022	8446	148.03	FUEL-OAK FIRE STRIKE TEAM, CHEVRON	290.4211.5608	BANK OF AMERICA
25	08/12/2022	8446	169.64	MEALS-OAK FIRE STRIKE TEAM	290.4211.5512	BANK OF AMERICA
26	08/12/2022	8446	988.14	CA FIRE CHIEFS ASSN DUES FY 22/23	290.4211.5503	BANK OF AMERICA
27	08/12/2022	8446	62.50	USPS STAMPS, POSTAGE	290.4211.5208	BANK OF AMERICA
28	08/12/2022	8446	87.88	CONTAINERS FOR D7 SOLUTION-WAYFAIR	290.4211.5325	BANK OF AMERICA
29	08/12/2022	8446	24.04	GASKET-GIBBS INT'L	290.4211.5601	BANK OF AMERICA
30	08/12/2022	8446	553.92	STEEL BOX FOR 6620, AMAZON	290.4211.5603	BANK OF AMERICA
31	08/12/2022	8446	419.00	REPLACEMENT FOR DAMAGED HOSE	290.4211.5255	BANK OF AMERICA
32	08/12/2022	8446	555.00	ATV RAMP-SP LONG RAMPS	290.4211.5601	BANK OF AMERICA
33	08/12/2022	8446	34.89	FREIGHT	290.4211.5255	BANK OF AMERICA
34	08/12/2022	8446	99.00	FREIGHT	290.4211.5601	BANK OF AMERICA
35	08/12/2022	8447	1,140.00	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
36	08/12/2022	8447	1,043.63	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC

FIVE CITIES FIRE AUTHORITY  
CHECK LISTING  
AUGUST 1 - 31, 2022

ATTACHMENT 1

Line	Check Date	Check #	GL Amount	Description	Acct #	Vendor Name
37	08/12/2022	8447	\$ 257.53	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
38	08/12/2022	8447	326.74	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
39	08/12/2022	8447	1,152.93	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
40	08/12/2022	8447	1,030.09	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
41	08/12/2022	8448	93.80	ACCT#82451010116287 STN 3 TV	290.4211.5401	CHARTER COMMUNICATIONS
42	08/12/2022	8448	118.75	ACCT#8245101000202519 STN 2 TV	290.4211.5401	CHARTER COMMUNICATIONS
43	08/12/2022	8448	209.98	ACCT#8245100960252290 STN 1 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
44	08/12/2022	8449	275.00	NFPA FIRE SPRINKLER REVIEW-578 HONOLULU	290.4211.5303	COLLINGS & ASSOCIATES LLC
45	08/12/2022	8450	2,386.50	07/22 PROF LEGAL SVCS	290.4211.5303	DAVID P. HALE
46	08/12/2022	8451	2,710.04	FUEL	290.4211.5608	JB DEWAR, INC
47	08/12/2022	8452	5.38	BLDG MAINT-GASKET KIT	290.4211.5604	MINER'S ACE HARDWARE, INC
48	08/12/2022	8452	98.79	STN 2 CONCRETE SLAB SUPPLIES	290.4211.5605	MINER'S ACE HARDWARE, INC
49	08/12/2022	8452	(26.59)	CREDIT RETURN-QUICKCRETE, SAND	290.4211.5605	MINER'S ACE HARDWARE, INC
50	08/12/2022	8453	52,696.40	CONTRACT#98995041-1 PIERCE ENGINE	290.4211.5803	PNC EQUIPMENT FINANCE
51	08/12/2022	8454	64.00	EMT RECERT-JOHN BOVA	290.4211.5501	SLO COUNTY EMS AGENCY
52	08/12/2022	8455	219.28	GAS SERVICES-STN 1 6/27-7/27	290.4211.5401	SOCALGAS
53	08/12/2022	8456	1,791.64	B-6612 INST EXT-BED ACTUATOR, REPL HEADLIGHTS	290.4211.5601	SOUTH COAST EMERGENCY
54	08/12/2022	8457	202.98	STERI SAFE COMPLIANCE, HAZ DRUG DISPOSAL	290.4211.5303	STERICYCLE INC.
55	08/12/2022	8458	108.92	09/22 SCHEDULING SOFTWARE	290.4211.5607	TARGETSOLUTIONS LEARNING, LLC
56	08/12/2022	8459	177.79	ICE MACHINE RENTAL-STN 1	290.4211.5303	TOGNAZZINI BEVERAGE SERVICE
57	08/26/2022	8460	1,311.40	USAR-6652 REPAIR TO MDC UNIT P	290.4211.5601	APPLIED TECHNOLOGY GROUP INC
58	08/26/2022	8460	4,230.15	INSTALL NEW RADIOS	290.4211.5601	APPLIED TECHNOLOGY GROUP INC
59	08/26/2022	8461	266.14	SHOP SUPPLIES-RENTAL-MOPS, MAT	290.4211.5303	ARAMARK UNIFORM SERVICES
60	08/26/2022	8462	426,458.51	06/22 -REIMBURSE FCFA EXPENSES	290.0000.2002	CITY OF ARROYO GRANDE
61	08/26/2022	8463	33.97	CIRCUIT LINE TO AGPD	290.4211.5403	AT & T
62	08/26/2022	8464	326.20	IPAD WIRELESS CHRGS 7/12-8/11	290.4211.5403	AT&T MOBILITY
63	08/26/2022	8465	291.16	R6652 BATTERY	290.4211.5601	CARQUEST AUTO PARTS
64	08/26/2022	8466	211.62	ACCT#8245100960102339-TV STN 1	290.4211.5401	CHARTER COMMUNICATIONS
65	08/26/2022	8466	209.98	ACCT#8245101000239800 STN 2 IN	290.4211.5401	CHARTER COMMUNICATIONS
66	08/26/2022	8466	209.98	ACCT#82451010138133 STN 3 IN	290.4211.5401	CHARTER COMMUNICATIONS
67	08/26/2022	8467	2,723.64	(12) WILDLAND COATS CAL-OSHA	290.4211.5272	L N CURTIS & SONS
68	08/26/2022	8468	1,800.49	FUEL	290.4211.5608	JB DEWAR, INC
69	08/26/2022	8469	1,105.00	07/22 PROF LEGAL SVCS	290.4211.5303	LIEBERT, CASSIDY, WHITMORE
70	08/26/2022	8470	14.00	BUCKET, FASTENERS	290.4211.5601	MINER'S ACE HARDWARE, INC
71	08/26/2022	8470	49.53	(3) ANCHOR SHACKLE W/PIPN	290.4211.5601	MINER'S ACE HARDWARE, INC
72	08/26/2022	8470	22.05	FLEX HOSE, FASTENERS	290.4211.5255	MINER'S ACE HARDWARE, INC

FIVE CITIES FIRE AUTHORITY  
 CHECK LISTING  
 AUGUST 1 - 31, 2022

ATTACHMENT 1

Line	Check Date	Check #	GL Amount	Description	Acct #	Vendor Name
73	08/26/2022	8470	\$ (21.74)	CREDIT RETURN FLEX HOSE	290.4211.5255	MINER'S ACE HARDWARE, INC
74	08/26/2022	8470	25.84	(2) GORILLA TAPE	290.4211.5255	MINER'S ACE HARDWARE, INC
75	08/26/2022	8471	2,029.43	ELECTRIC-STN 1 7/14-8/14	290.4211.5401	PACIFIC GAS & ELECTRIC CO
76	08/26/2022	8472	232,557.78	FY22/23 ANNUAL DISPATCH BILLIN	290.4211.5303	SLO COUNTY FIRE DEPT
77	08/26/2022	8473	149.57	GAS SERVICES-STN 2 7/15-8/15	290.4211.5401	SOCALGAS
78	08/26/2022	8474	1,384.05	(100) COINS	290.4211.5504	SYMBOL ARTS
79	08/26/2022	8475	267.00	ROUTINE SAMPLE ANALYSIS	290.4211.5303	TRACE ANALYTICS, LLC
80	08/26/2022	8476	9,158.41	KONICA BIZHUB COPIER	290.4211.5603	ULTRIX BUSINESS PRODUCTS (DBA)
			\$ 763,759.89			

**FIVE CITIES FIRE AUTHORITY**  
**DEPARTMENTAL LABOR DISTRIBUTION**  
**PAY PERIOD**

**07/22/2022 - 08/04/2022**

**8/12/2022**

**BY ACCOUNT**

5101	Salaries Full time	71,583.59
5102	Salaries Part-Time - PPT	760.76
5103	Salaries Part-Time - TPT	408.00
5105	Salaries OverTime	30,847.71
5106	Salaries Strike Team OT	45,250.00
5108	Holiday Pay	4,409.62
5109	Sick Pay	(158.82)
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	963.56
5114	Comp Pay	6,053.32
5115	Annual Leave Pay	3,763.44
5121	PERS Retirement	21,098.68
5122	Social Security	12,814.52
5123	PARS Retirement	11.41
5126	State Disability Ins.	1,539.81
5127	Deferred Compensation	125.00
5131	Health Insurance	17,683.45
5132	Dental Insurance	1,008.50
5133	Vision Insurance	272.18
5134	Life Insurance	126.22
5135	Long Term Disability	154.34
5143	Uniform Allowance	-
		<u>218,715.29</u>

**FIVE CITIES FIRE AUTHORITY**  
**DEPARTMENTAL LABOR DISTRIBUTION**  
**PAY PERIOD**

**08/05/2022 - 08/18/2022**

**8/26/2022**

**BY ACCOUNT**

5101	Salaries Full time	73,550.67
5102	Salaries Part-Time - PPT	500.50
5103	Salaries Part-Time - TPT	408.00
5105	Salaries OverTime	42,089.83
5106	Salaries Strike Team OT	21,858.42
5108	Holiday Pay	4,701.84
5109	Sick Pay	769.89
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	3,448.80
5114	Comp Pay	6,481.50
5115	Annual Leave Pay	2,606.08
5121	PERS Retirement	21,100.38
5122	Social Security	11,941.67
5123	PARS Retirement	11.41
5126	State Disability Ins.	1,417.48
5127	Deferred Compensation	125.00
5131	Health Insurance	17,683.45
5132	Dental Insurance	1,008.50
5133	Vision Insurance	272.18
5134	Life Insurance	126.22
5135	Long Term Disability	154.34
5143	Uniform Allowance	-
		<u>210,256.16</u>



## **STAFF REPORT**

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**TO:** Chair and Board Members **MEETING DATE:** Sept. 27, 2022  
**FROM:** David Hale, General Counsel  
**SUBJECT:** Approval of Amendment No. 5 to Employment Agreement for Stephen C. Lieberman as Fire Chief/Executive Officer

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### **RECOMMENDATION**

It is recommended that the Board of Directors accept Amendment No. 5 to the Fire Chief/Executive Officer's employment agreement.

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### **BACKGROUND**

The Board performed an annual evaluation of Chief Lieberman during their August 19, 2022 Board meeting and concluded to increase the base pay to the Fire Chief's salary by 3.92%. The Fire Chief has been employed with FCFA for 8 years and this increase will bring this position to the top step of the salary schedule. This would move the base salary from \$170,911.62 to \$177,618.

### **FISCAL IMPACT**

Fiscal impact is consistent with the approved annual salary range previously approved by the Board in the FY 2022-23 budget.

### **ALTERNATIVES**

No alternatives are presented.

### **ATTACHMENT**

Amendment No. 5

### **PREPARED BY**

David Hale, General Counsel

AMENDMENT NO. 5 TO  
EMPLOYMENT AGREEMENT  
FOR  
STEPHEN C. LIEBERMAN

This Amendment No. 5 to the Employment Agreement for Stephen C. Lieberman, dated December 8, 2014, ("Agreement") is hereby made and entered into this 16<sup>th</sup> day of September, 2022 by and between the Five Cities Fire Authority, a Joint Powers Authority under California Government Code, Sections 6500 et seq., ("Authority") and Stephen C. Lieberman, an individual ("the Employee"), collectively referred to herein as ("Parties"), both of whom agree to the terms and conditions of this Amendment No. 5 to the Agreement as follows:

NOW THEREFORE, in consideration of mutual covenants herein contained, the parties agree as follows:

1.) Section 3 entitled "Salary" is modified as follows:

Authority agrees that Employee's annual base salary shall be \$177,618.00 commencing on September 16, 2022. The annual base salary is payable in equal installments at the same time as other employees of Authority are paid. Subsequent increases in salary may be considered annually at the time of Employees Performance Evaluation, pursuant to Section 6 below.

2) To the extent this Amendment No. 5 is inconsistent with the Agreement dated December 8, 2014, this Amendment shall govern and prevail over the Agreement. All other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Authority has caused this Amendment No. 5 to the Agreement to be signed and executed on its behalf by the Chair of the Authority Board, and duly attested by its Clerk to the Board, and Employee has signed and executed this Amendment No. 5, both in duplicate, the 16<sup>th</sup> day of September, 2022.

FIVE CITIES FIRE AUTHORITY

EMPLOYEE

\_\_\_\_\_  
Jeff Lee, Chair

\_\_\_\_\_  
Stephen C. Lieberman

APPROVED AS TO FORM

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David Hale, General Counsel





## **STAFF REPORT**

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**TO:** Chair and Board Members                      **MEETING DATE:** September 27, 2022  
**FROM:** Stephen C. Lieberman  
**SUBJECT:** Consideration of a Resolution Declaring Obsolete Equipment as Surplus

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### **RECOMMENDATION**

It is recommended that the Board adopt a Resolution to declare the Konica Minolta copy machine as obsolete equipment and declare it as surplus.

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### **BACKGROUND**

The Konica Minolta copy machine identified on "Exhibit A" of the Resolution has reached operational obsolescence. The used equipment was purchased in 2014. There is no value associated with this model due to the age of the machine and it will be disposed of.

### **FISCAL IMPACT**

There would be no fiscal impact to the Five Cities Fire Authority by declaring the obsolete equipment as surplus.

### **ALTERNATIVES**

The following alternatives are provided for the Board's consideration:

1. Approve the resolution declaring obsolete equipment as surplus.
2. Provide other direction.

### **ATTACHMENTS**

Resolution Declaring Equipment as Surplus

### **PREPARED BY**

Stephen C. Lieberman, Fire Chief

**RESOLUTION NO. 2022-11**

**A RESOLUTION OF THE BOARD OF THE FIVE CITIES FIRE  
AUTHORITY TO CONSIDER DECLARING OBSOLETE EQUIPMENT  
AS SURPLUS AND AUTHORIZING ITS DISPOSAL**

**WHEREAS**, the Five Cities Fire Authority has identified equipment that has exceeded its useful life and has reached operational obsolescence: and

**WHEREAS**, the attached Exhibit "A" enumerates and list all pieces of equipment that will be subject to this resolution; and

**WHEREAS**, the Five Cities Fire Authority desires to declare this equipment as surplus and is seeking approval of the Board to dispose of the subject equipment enumerated within Exhibit "A"; and

**NOW, THEREFORE, BE IT RESOLVED** that the Five Cities Fire Authority Board does declare the obsolete equipment as surplus and authorizes the Chief to dispose of the subject equipment enumerated within Exhibit "A".

**BE IT ALSO RESOLVED** that the Clerk to the Board shall certify the passage and adoption of this Resolution and enter it into the book of original Resolutions.

On motion by \_\_\_\_\_, seconded by \_\_\_\_\_, and by the following roll call vote, to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

the foregoing Resolution was passed and adopted at the special meeting of the Board of the Five Cities Fire Authority, this 27<sup>th</sup> day of September, 2022.

**RESOLUTION NO. 2022-11  
PAGE 2**

\_\_\_\_\_  
**JEFF LEE, CHAIR**

**ATTEST:**

\_\_\_\_\_  
**TRICIA MEYERS, CLERK TO THE BOARD**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**STEPHEN C. LIEBERMAN, FIRE CHIEF**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**DAVID HALE, GENERAL COUNSEL**

**OFFICIAL CERTIFICATION**

I, **TRICIA MEYERS**, Clerk to the Board of the Five Cities Fire Authority, County of San Luis Obispo, State of California, do hereby certify under penalty of perjury, that Resolution No. 2022-11 is a true, full, and correct copy of said Resolution passed and adopted at the Special Meeting of the Board of the Five Cities Fire Authority on the 27<sup>th</sup> day of September, 2022.

**WITNESS** my hand and the Seal of the Five Cities Fire Authority affixed this 27<sup>th</sup> day of September, 2022.

\_\_\_\_\_  
**TRICIA MEYERS, CLERK TO THE BOARD**

**EXHIBIT A**

List of Equipment

Konica Minolta Copy Machine – Model C452

Serial A0P2011017909



## **STAFF REPORT**

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**TO:** Chair and Board Members                      **MEETING DATE:** September 27, 2022

**FROM:** Stephen Lieberman, Fire Chief / Executive Officer

**SUBJECT:** Consideration of Acceptance of Grant Award from the California Fire Foundation and Appropriation of those Revenues into the 2022-23 Five Cities Fire Authority (FCFA) Budget

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### **RECOMMENDATION**

It is recommended that the Board of Directors accept grant funds in the amount of \$13,500.00 from the California Fire Foundation and approve a resolution, along with approving an appropriation of these revenues into the FCFA budget to offset the funds used to purchase wildland hoses, hose packs and appliances to be placed on the new Type III engine.

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### **BACKGROUND**

Five Cities Fire Authority (FCFA) Captains Mark Searby and Joe Silva submitted a grant application to the California Fire Foundation for wildland hose, hose packs and appliances to be placed into service on the new Type III engine due to be delivered in November 2022. This grant award requires no match from the FCFA. These funds will be used to reimburse the FCFA fund account used to acquire the subject wildland hoses, hose packs and appliances to be installed on the new engine.

### **FISCAL IMPACT**

The project cost will have a zero-net effect on the FCFA FY 2022-23 budget. The grant will offset funds expended to equip the new fire engine.

### **ALTERNATIVES**

The following alternatives are provided for the Board's consideration:

1. Adopt a Resolution accepting a grant from the California Fire Foundation in the amount of \$13,500.00 and appropriating those revenues into the FCFA 2022-23 budget.
2. Provide other direction.

**ATTACHMENTS**

1. Resolution

**PREPARED BY**

S. Lieberman, Fire Chief/Executive Officer

**RESOLUTION NO. 2022-12**

**A RESOLUTION OF THE BOARD OF THE FIVE CITIES FIRE AUTHORITY (“AUTHORITY”) APPROVING A GRANT FOR THE PURCHASE OF WILDLAND FIREFIGHTING EQUIPMENT AND APPROPRIATING THE GRANT REVENUES INTO THE AUTHORITY 2022-23 BUDGET.**

**WHEREAS**, the Five Cities Fire Authority (“Authority”) has been offered a grant from the California Fire Foundation in the amount of \$13,500.00 for the purchase of wildland firefighting equipment which includes hose, hose packs, and appliances. This grant will offset the cost of needed equipment to place a new Type III wildland fire engine into service; and

**WHEREAS**, staff has determined that this grant is necessary for assisting in the purchase of the defined equipment to provide the capability to fight wildland fires; and

**WHEREAS**, this grant for the purchase of the subject equipment is an important component of the Authority’s fire suppression capabilities.

**NOW, THEREFORE, BE IT RESOLVED** that the Five Cities Fire Authority Board (“Board”) does hereby approve and accept the grant from the California Fire Foundation in the amount of \$13,500.00 for the purchase of wildland firefighting equipment and the Board does delegate and authorized the Fire Chief to execute any agreement necessary to purchase said equipment and to do any and all other things necessary to finalize the purchase of the equipment. The Board further approves the appropriation of these revenues into the Authority’s 2022-23 budget in the pertinent fund used for purchasing this equipment.

**BE IT ALSO RESOLVED** that the Clerk to the Board shall certify the passage and adoption of this Resolution and enter it into the book of original Resolutions.

On motion by \_\_\_\_\_, seconded by \_\_\_\_\_, and by the following roll call vote, to wit:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

the foregoing Resolution was passed and adopted at the special meeting of the Board of the Five Cities Fire Authority, this 27<sup>th</sup> day, of September, 2022.

**RESOLUTION NO. 2022-12  
PAGE 2**

\_\_\_\_\_  
**JEFF LEE, CHAIR**

**ATTEST:**

\_\_\_\_\_  
**TRICIA MEYERS, CLERK TO THE BOARD**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**STEPHEN C. LIEBERMAN, FIRE CHIEF**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**DAVID P. HALE, GENERAL COUNSEL**

**OFFICIAL CERTIFICATION**

**I, TRICIA MEYERS**, Clerk to the Board of the Five Cities Fire Authority, County of San Luis Obispo, State of California, do hereby certify under penalty of perjury, that Resolution No. 2022-12 is a true, full, and correct copy of said Resolution passed and adopted at the special meeting of the Board of the Five Cities Fire Authority on the 27<sup>th</sup> day of September, 2022.

**WITNESS** my hand and the Seal of the Five Cities Fire Authority affixed this 27<sup>th</sup> day of September, 2022.

\_\_\_\_\_  
**TRICIA MEYERS, CLERK TO THE BOARD**