

Ebbetts Pass Fire District



**BOARD OF DIRECTORS
NOTICE OF REGULAR MEETING
Via teleconference webinar
9:00 A.M. Tuesday, May 18, 2021
1037 Blagen Road, Arnold**

In compliance with recently issued guidelines from the State of California and other governing agencies, and in order to aid in keeping the public safe, Ebbetts Pass Fire District (EPFD) will be conducting our Board Meeting via teleconference until further notice.

To access the meeting please visit zoom.us website and enter Meeting ID: 991 2135 1097 with passcode: 347214. If you need assistance in accessing this information, please email epfd@epfd.org or call the EPFD office at 209-795-1646, Monday through Friday, 8:00 am to 5:00 pm. You may also register in advance for this meeting: <https://zoom.us/j/99121351097?pwd=b05vNWxwSTRhdVYodHNoMS8rMXFIZz09>

If you would like to comment on any item on our Agenda or an item not on the Agenda, please submit those in writing to our office at PO Box 66, 1037 Blagen Road, Arnold CA 95223 or via email at epfd@epfd.org at least 24 hours before the meeting. You may also submit comments via the "Chat" function available during the teleconference online.

MEMBERS OF THE BOARD

Denny Clemens, President Pete Neal, Secretary
Mike Barr Jon Dashner J. Scott McKinney

Concerning Public Comment

Please Note: The Board of Directors offers the opportunity for the public to speak to specific agenda items during the time that agenda item is discussed by the Board. The Board also allows an opportunity for the public to speak on non-agenda items during "public comments" prior to the conclusion of the meeting. The Board may not make any decision related to non-agendized items until the next Board meeting.

AGENDA

1. **Call to Order, Flag Salute, Roll Call**
2. **Public Appearances/Comment:** The Board will hear public comment on any agendized or non-agendized item. The Board may discuss public comment but may not take action.
3. **Consent Items:** Board action limited to discussion and approval of:
 - 3.1. Minutes: 4/20/21
 - 3.2. Acceptance of April 2021 Checks Listings and Authorize to File for Audit

NOTICE OF REGULAR MEETING – continued

April 20, 2021

4. **Committee Reports:** The Board will discuss the status of the following matters. The Board may take action on recommendations and/or give direction to staff or committee members related to follow-up on specific matters addressed by the committee.
 - 4.1. **Finance Committee** (Directors Dashner & Barr)
 - 4.2. **Personnel/Safety Committee** (Directors Dashner & McKinney)
 - 4.2.1. Probations conclusion – Josh Hotchkiss Transition to full-time status in the position of Firefighter Paramedic
 - 4.3. **Fire Prevention Committee** (Directors Neal & Clemens)
 - 4.4. **Apparatus/Equipment Committee** (Directors McKinney & Neal)

5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
 - 5.1. **California Municipal Advisors LLC:** Discussion / Action Regarding Refinancing of the District's Outstanding CalPERS Unfunded Accrued Liability and Appointing Financial Consultants
 - 5.1.1. **Resolution 2021-3:** A Resolution of the Board of Directors of the Ebbetts Pass Fire Protection District Refinancing the Districts Outstanding CalPERS Unfunded Accrued Liability
 - 5.2. **Count of Calaveras Office of the Auditor-Controller:** Ebbetts Pass Fire District Preliminary Budget Fiscal Year 2021/22 Discussion / Action
 - 5.3. **Ebbetts Pass Fire District:** Ambulance rate adjustment Fiscal Year 2021/22

 - 5.4. **Ebbetts Pass Fire District:** Policy Revision and Introduction – Conclude 30-day review
 - 5.4.1. Revision – Policy 6540 Personnel Promotions
Policy 6550 Personnel Promotions: Procedures
 - 5.4.2. Introduction – Policy 1200 Debt: Debt Management
Resolution 2021-4: A Resolution of the Board of Directors of the Ebbetts Pass Fire Protection District approving and adopting a Debt Management Policy
Policy 1210 Debt: Unfunded Accrued Liability Management
Resolution 2021-5: A Resolution of the Board of Directors of the Ebbetts Pass Fire Protection District approving and adopting an Unfunded Accrued Liability Management Policy

6. **Reports:** The Board will hear reports on the following matters. The Board may discuss information contained in these reports.
 - 6.1. Administrative Report
 - 6.2. Legislative Report
 - 6.3. Administrative – EMS

7. **Comments, Questions, and Consideration:** The Board will entertain comments and questions from the following individuals or representatives. The Board may discuss these comments or questions on these items but may not take action.
 - 7.1. Board Members
 - 7.2. Firefighters' Association
 - 7.3. Employees' Group
 - 7.4. Public Comments

8. **Adjournment of Regular Meeting**

ADMINISTRATIVE STAFF:
Michael Johnson, Fire Chief
Cheryl Howard, Secretary

Ebbetts Pass Fire District



MINUTES
Board of Directors
April 20, 2021

SUBJECT TO APPROVAL

1. The meeting was called to order with proper social distancing among everyone and with accommodation for the public through the use of Zoom Meetings at 9:02 A.M. Board President Denny Clemens called the meeting to order and the Pledge of Allegiance was recited.

Directors present: Michael Barr
Denny Clemens
Jon Dashner
Scott McKinney
Pete Neal

District personnel present: Fire Chief Mike Johnson
District Secretary Cheryl Howard

Others present via Zoom Meeting: Dmitry Semenov, CalMuni Advisors LLC
Jeff Meyer, Hilltop Securities
Cameron Weist, Weist Law

Media present: None

2. **PUBLIC APPEARANCES/COMMENT** - None

3. **CONSENT ITEMS**

Mr. Barr made a motion to approve Consent Items 3.1 and 3.2 as presented. Mr. Dashner seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).

- 5.1. **Discussion/Action Regarding Refinancing of the District's Outstanding**
CalPERS Unfunded Accrued Liability and Appointing Financial Consultants

Board President Clemens determined to move up agenda discussion in consideration of the meeting's attendees on Zoom. Chief Johnson introduced the discussion about the potential for refinancing the District's CalPERS Unfunded Accrued Liability which started with the obtaining knowledgeable persons in the finance field to help the District navigate those areas. He noted that at the March Regular Meeting the Board of Directors had chosen to use CalMuni and the proposed resolution would formalize that determination. He added

that policies had been presented also for the Board to review and possibly adopt at the May regular meeting of the Board. Mr. Dashner made a motion to adopt Resolution 2021-2 as presented. Mr. Barr seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal). The Zoom Meeting participants shortly left the meeting following this discussion.

4. COMMITTEE REPORTS

4.1. Finance Committee (Directors Barr & Dashner)

Chief Johnson reported on the District's financial position including that the April Teeter allocation will shortly be made to the District. He noted that the District was over budget in a few line item categories. He added that the Station 3 generator had been slated for replacement with the latest grant award received by the District.

4.2. Personnel Committee (Directors Dashner & McKinney)

Chief Johnson noted the policies that were up for Board review. He also reported that Interns Ryan Miguel and Nolan Johnson had both been hired by CalFire.

Chief Johnson reported that Firefighter-Paramedic Josh Hotchkiss had completed his year of probation and would be honored at next month's Board meeting with his badge pinning.

4.3. Fire Prevention Committee (Directors Clemens & Neal)

Chief Johnson reported that the District's ordinance was still waiting placement in the Board of Supervisors' agenda.

4.4. Apparatus/Equipment Committee (Directors McKinney & Neal)

Chief Johnson reported that Battalion Chief Downing continued moving forward on the engine build with a preconstruction trip planned next month.

5. Scheduled Items

5.2. Special District Risk Management Authority: Workers Compensation Rate 2021-22

Chief Johnson reported that there was to be a premium savings due to the long streak of no injury claims. He noted that this year's premium was \$134,000 where the next year's premium was to be \$85,000.

5.3. 2020 Consumer Price Index West Urban—Cost of Living Adjustment

Chief Johnson noted that discussion on this item had been tabled from the March meeting which allowed staff and Mr. Neal to review the CPI tables published by the Bureau of Labor Statistics to determine the correct percentage to be applied to the District's Pay Schedule. Mr. Neal reported that the 1.7% was the one for the calendar year 2020 and then made a motion to approve 1.7% cost of living increase adjustment to the District's Pay Schedule. Mr. McKinney seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).

- 5.4. **Fire Agencies Insurance Risk Authority:**
Notice of Nomination and Election Procedures for Board
There were no persons named for nomination to the FAIRA Board.
- 5.5. Calaveras Public Power Agency: Impact of Rate Increase
Chief Johnson reported that the increase of 2.5 cent per KWH equated to an estimated \$3,400 annual increase to the District.
- 5.6. Calaveras County Fire Joint Powers Authority Request for Statement of Support
Chief Johnson explained the process for a possibility of a 1% sales tax increase and the desire of the county fire agencies to secure it for fire emergency response use. After much discussion, the item was tabled until more information could be known regarding it.
- 5.7. Policy Revision and Introduction
Chief Johnson noted the revisions on Policy 6540 and 6550 consisted of changing policy to match District practice of allowing one to test for a position if not fully qualified for the position but not being able to advance to the position if qualifications are not met.

Chief Johnson reported that the proposed Policy 1200 and 1210 on debt management were totally new and significant to the District and he asked the Board to thoroughly review the proposed policies over the next month.

6. **REPORTS**

- 6.1. Administrative Report
Chief Johnson reported the administrative staff had begun working on the preliminary budget for the next fiscal year. He also noted that items from various grants that were received and in place.
- 6.2. Legislative Report
Chief Johnson noted a couple of items of legislation currently under consideration.
- 6.3. Administrative - EMS
Chief Johnson reported the IGT wiring was underway and, hopefully, the return of it plus the matching funds would be done prior to fiscal year end. Chief Johnson noted the current status of county membership in the Mountain-Valley EMS Agency and added it was unknown how the change would shift the agency.

7. **COMMENTS, QUESTIONS, CONSIDERATIONS**

- 7.1. Board Members
Mr. McKinney noted that the District was doing good.

Mr. Barr thanked administrative staff for their work.

Mr. Neal thanked the Board members for their committee involvement on behalf of the District.

Mr. Dashner commended BC Aaron Downing on his continued efforts maintaining the District's vehicles.

Mr. Clemens said that he liked that the District was being smart with the taxpayer's dollars.

7.2. Firefighters Association – None.

7.3. Employees' Group – None.

7.4. Public Comments
None

8. **ADJOURNMENT**

Mr. Barr made a motion to adjourn. Mr. McKinney seconded; motion passed unanimously.
10:28 A.M.

Respectfully submitted,

Cheryl Howard
District Secretary

**County of Calaveras
General Ledger Summary
Balance Sheet Accounts
As of 4/30/2021**

Fund 2290 Ebbetts Pass Fire

| <u>Object Code</u> | <u>Object Description</u> | <u>Balance</u> |
|--|---|-----------------------|
| <u>Assets</u> | | |
| 1006 | Cash in Treasury 22900000 | 3,034,878.65 |
| 1007 | Outstanding Checks 22900000 | (7,327.80) |
| 1016 | Imprest Cash 22900000 | 40,000.00 |
| Total Assets | | \$3,067,550.85 |
| <u>Liabilities</u> | | |
| 2002 | Accounts Payable 22900000 | 1,163.60 |
| 2002 | Accounts Payable 22900010 | (1,163.60) |
| 2091 | Accts Payable - Staledated Cks 22900010 | 4,929.08 |
| Total Liabilities | | \$4,929.08 |
| <u>Fund Balance</u> | | |
| 3002 | Fund Bal Unreserv/Undesign 22900000 | 1,841,126.02 |
| 3043 | Reserve for Imprest Cash 22900000 | 40,000.00 |
| Total Fund Balance | | \$1,881,126.02 |
| Year-to-Date Revenues | | \$6,173,923.11 |
| Year-to-Date Expenditures | | \$4,992,427.36 |
| Year-to-Date Transfers In | | \$0.00 |
| Year-to-Date Transfers Out | | \$0.00 |
| Year-to-Date Clearing Accounts | | \$0.00 |
| Total Fund Equity | | \$3,062,621.77 |
| Total Liabilities and Fund Equity | | \$3,067,550.85 |

REVENUE ACCOUNT SUMMARY SHEET - April 2021

| Fire Operations: | F | | RECEIVED | | % Received |
|--|------------|------------------|-------------------|---------------------|---------------------|
| ACCOUNT | No. | BUDGETED | Month | Year-To-Date | Year-To-Date |
| Property Tax - Current Secured | 4010 | 2,181,293 | 917,785.76 | 2,144,445.28 | 98% |
| Administrative Fee (SB2557) | 4013 | (39,444) | -21,156.52 | (42,506.13) | 108% |
| Unitary Tax | 4015 | 46,197 | 22,412.08 | 46,197.30 | 100% |
| Supplemental Tax - Current Secured | 4017 | 14,382 | 35,822.25 | 63,416.78 | 441% |
| Property Tax - Current Unsecured | 4020 | 31,294 | 1,778.45 | 32,224.15 | 103% |
| Supplemental Tax - Current Unsecured | 4027 | 902 | 1,080.84 | 2,135.24 | 237% |
| Prior Unsecured Taxes | 4040 | 2,153 | 653.25 | 1,085.55 | 50% |
| Transient Occupancy Taxes | 4072 | 18,691 | 0.00 | 20,768.11 | 111% |
| Interest | 4300 | - | 0.00 | 7,386.62 | |
| Rents and Leases | 4301 | - | 0.00 | 4,200.00 | |
| HOPTR | 4463 | 24,188 | 7,289.79 | 17,703.78 | 73% |
| State Grant - OTS & VFA | 4455 | 94,000 | 0.00 | 0.00 | 0% |
| State Grant - PSPS | 4456 | - | 9,000.00 | 9,000.00 | |
| Timber Tax | 4465 | - | 0.00 | 3,433.78 | |
| State Aid for Public Safety | 4472 | 14,250 | 0.00 | 11,804.45 | |
| Federal Grant - AFG | 4505 | 75,000 | 0.00 | 0.00 | 0% |
| Reimbursement - Personnel | 4542 | 30,000 | 0.00 | 335,022.01 | 1117% |
| Reimbursement - Equipment | 4543 | 5,000 | 0.00 | 10,000.00 | 200% |
| HazMat Release Response Plan | 4592 | - | 0.00 | 0.00 | |
| Report Fees | 4593 | - | 0.00 | 0.00 | |
| PG&E - Station Grounds Usage | 4642 | - | 0.00 | 19,100.00 | |
| Charges for Current Service (hydrants) | 4679 | 10,500 | 0.00 | 0.00 | 0% |
| Other Refund - Prior Year Taxes | 4684 | - | 0.00 | 0.00 | |
| Training Fees | 4689 | - | 0.00 | 5,650.00 | |
| Gifts/Donations | 4707 | - | 0.00 | 325.00 | |
| Refund - Misc. | 4708 | - | 927.92 | 12,629.56 | |
| Other Revenue | 4712 | 20,835 | 1,918.89 | 15,532.29 | 75% |
| Other Revenue - PG&E Butte Fire | 4712 | - | 0.00 | 19,274.27 | |
| Miscellaneous Revenue | 4713 | 500 | 0.00 | 0.00 | 0% |
| Other Misc Rev: PG&E Rate Credit 2020 | 4724 | - | 0.00 | 1,273.00 | |
| Refunds - Insurance | 4743 | - | 0.00 | 0.00 | |
| Sale of Surplus Property | 4800 | - | 0.00 | 1,500.00 | |
| Total | | 2,529,741 | 977,512.71 | 2,741,601.04 | 108% |

| EMS/Paramedic Program | No. | BUDGETED | RECEIVED | | % Received |
|------------------------------|------------|-----------------|-------------------|---------------------|---------------------|
| ACCOUNT | | | Month | Year-To-Date | Year-To-Date |
| Special Tax | 4077 | 362,185 | 144,803.93 | 343,967.46 | 95% |
| Special Tax - Sustain ALS | 4077 S | 228,854 | 119,184.00 | 186,807.57 | 82% |
| Refunds - Insurance | 4743 | - | 0.00 | 0.00 | |
| Total | | 591,039 | 263,987.93 | 530775.03 | 90% |

| Station 3 AMBULANCE A | No. | BUDGETED | RECEIVED | | % Received |
|--------------------------------|-----------------|------------------|-------------------|---------------------|---------------------|
| ACCOUNT | | | Month | Year-To-Date | Year-To-Date |
| Special Tax | 4077 | 828,955 | 331,421.30 | 787,258.83 | 95% |
| Special Tax - Sustain ALS | 4077 S | 1,089,749 | 407,999.09 | 1,065,465.17 | 98% |
| State Grant - COVID-19 | 4455 | 5,000 | 0.00 | 0.00 | 0% |
| Other Programs - State (GEMT) | 4479 | 9,000 | 0.00 | 0.00 | |
| State Other Aid (IGT) | 4580 | 120,000 | 0.00 | 0.00 | 0% |
| EMS Transport Revenue | 4660 | 750,000 | 86,953.83 | 804,893.50 | 107% |
| Collections | 4679 | - | 0.00 | 1,467.85 | |
| Calaveras Co. >PG&E Butte Fire | 4799 | 206,000 | 1,826.14 | 205,901.55 | 100% |
| Refunds - Insurance | 4743 | - | 0.00 | 22,696.31 | |
| Total | | 3,008,704 | 828,200.36 | 2,887,683.21 | 96% |

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - APR 2021

| ACCOUNT | No. | BUDGET | Month | Year-To-Date | ACCOUNT BALANCE | % Disbursed Year-To-Date |
|-----------------------------------|----------------|------------------|-------------------|---------------------|---------------------|--------------------------|
| SALARIES & BENEFITS | 5001.1- | | | | | |
| Salaries/Wages | -001 | 1,094,488 | 78,036.00 | 836,248.03 | 258,239.97 | 76% |
| Extra Hire | -002 | 10,000 | 0.00 | 0.00 | 10,000.00 | 0% |
| Extra Hire - Intern | -003 | 40,306 | 2,768.15 | 40,974.43 | (668.43) | 102% |
| ST/TF FF Payments | -004 | 30,000 | 0.00 | 67,421.83 | (37,421.83) | 225% |
| Volunteer FF Relief | -005 | 40,000 | 459.47 | 4,290.93 | 35,709.07 | 11% |
| Retirement | -050 | 238,123 | 20,408.51 | 204,412.77 | 33,710.23 | 86% |
| Group Insurance | -055 | 232,240 | 18,947.71 | 205,584.97 | 26,655.03 | 89% |
| Uniform Allowance | -062 | 3,600 | 0.00 | 2,800.00 | 800.00 | 78% |
| SERVICES & SUPPLIES | 5111.1- | | | | | |
| Safety Clothing | -111 | 10,000 | 166.24 | 1,219.21 | 8,780.79 | 12% |
| Safety Equipment | -115 | 6,000 | 0.00 | 2,197.32 | 3,802.68 | 37% |
| Communications-Radios | -121 | 27,000 | 0.00 | 8,322.87 | 18,677.13 | 31% |
| Communications-Phone | -124 | 12,000 | 1,826.71 | 11,166.90 | 833.10 | 93% |
| Food - Fire Line Meals | -131 | 1,200 | 0.00 | 400.58 | 799.42 | 33% |
| Housekeeping | -141 | 8,000 | 635.09 | 8,223.03 | (223.03) | 103% |
| Insurance-Prop/Liability | -151 | 15,009 | 0.00 | 15,009.00 | - | 100% |
| Insurance-Workers Comp | -153 | 62,966 | 0.00 | 62,205.95 | 760.05 | 99% |
| Maintenance-Apparatus | -181 | 45,000 | 934.47 | 61,381.89 | (16,381.89) | 136% |
| Maintenance-Utilities | -182 | 10,000 | 0.00 | 11,053.48 | (1,053.48) | 111% |
| Building Maintenance | -201 | 21,700 | 1,454.74 | 27,789.63 | (6,089.63) | 128% |
| Emergency Care/Rescue | -211 | 1,275 | 0.00 | 0.00 | 1,275.00 | 0% |
| Memberships | -221 | 7,755 | 0.00 | 7,888.00 | (133.00) | 102% |
| Office Expense | -241 | 12,050 | 571.29 | 7,295.22 | 4,754.78 | 61% |
| Office Expense-Postage | -243 | 1,000 | 30.00 | 633.53 | 366.47 | 63% |
| Office Expense-Copies | -245 | 1,500 | 130.85 | 1,457.12 | 42.88 | 97% |
| Professional Services | -271 | 33,000 | 0.00 | 7,904.20 | 25,095.80 | 24% |
| Small Tools/FF Equipment | -401 | 88,000 | 856.45 | 79,187.88 | 8,812.12 | 90% |
| Small Tools-Hose/SCBA | -402 | 15,700 | 0.00 | 12,122.65 | 3,577.35 | 77% |
| Special District Expense | -411 | 17,000 | 1,574.24 | 10,946.70 | 6,053.30 | 64% |
| SDE--Health Maintenance | -412 | 4,200 | 0.00 | 1,804.91 | 2,395.09 | 43% |
| Training | -422 | 12,500 | 2,898.00 | 7,029.52 | 5,470.48 | 56% |
| Travel/Education | -478 | 9,000 | 0.00 | 71.29 | 8,928.71 | 1% |
| Transportation Fuel | -480 | 20,000 | 1,372.31 | 10,434.65 | 9,565.35 | 52% |
| Utilities - Water/Sewer | -501 | 10,280 | 189.27 | 8,367.69 | 1,912.31 | 81% |
| Utilities - Electrical | -504 | 11,500 | 974.64 | 8,421.50 | 3,078.50 | 73% |
| Utilities - Propane | -505 | 20,000 | 2,896.89 | 14,965.54 | 5,034.46 | 75% |
| LAFCO Fee | 5627 | 3,242 | 0.00 | 3,241.49 | 0.51 | 100% |
| FIXED ASSETS | | | | | | |
| Building Fund: Structures | 5640 | 211,698 | 105,848.61 | 211,697.22 | 0.78 | 100% |
| Equipment | 5701 | 815,601 | 0.00 | 74,871.26 | 740,729.74 | |
| Fire Operation Fund Totals | | 3,202,933 | 242,979.64 | 2,039,043.19 | 1,163,889.81 | 64% |

CHECKS ISSUED LISTING - APR 2021 FIRE OPERATIONS

| Check No. | PAID TO | PURPOSE | AMOUNT |
|---|--|--------------------------------|--------------------|
| 5001.1.001: SALARIES | | | |
| 19625, 19752 | Payroll / Statutory Elective Withholding | | 69,903.45 |
| 19625, 19752 | Paychex Fee | employer cost | 213.33 |
| 1098629, 1099242 | PARS | EE withholding | 208.84 |
| 19626, 19753 | EPFF Local #3581 | dues and meals withholding | 900.00 |
| 19790 | CalPERS | EE portion; ER paid EE portion | 6,810.38 |
| 5001.1.002: EXTRA HIRE | | | <i>none issued</i> |
| 5001.1.003: EXTRA HIRE - SPECIAL | | | |
| 19625, 19752 | Payroll / Statutory Withholding / Elective Withholding | | 2,570.15 |
| 1098629, 1099242 | PARS | EE withholding | 198.00 |
| 5001.1.004: Expenditure: ST/TF Firefighter Payment | | | <i>none issued</i> |
| 5001.1.005: Expenditure: Volunteer Firefighter Payment | | | |
| 1099378 | PARS | trust admin fee | 459.47 |
| 5001.1.050: RETIREMENT (PERS) | | | |
| 19790 | PERS | Employer Portion | 12,068.72 |
| 19790 | PERS | Employer Unfunded Liab. - Mar | 8,339.79 |
| 5001.1.055: GROUP INSURANCE | | | |
| 19625, 19752 | Supplemental Life Premium Withholding | | -121.28 |
| 1099376 | FDAC EBA | vision/dental/life premium | 1,337.85 |
| 1099379 | SDRMA-Employee Benefit Service - medical premium | | 16,828.14 |
| 1099377 | LV FF Health & Welfare Trust | medical premium | 903.00 |
| 5001.1.062: UNIFORM ALLOWANCE | | | <i>none issued</i> |
| 5111.1.111: SAFETY CLOTHING | | | |
| 1099394 | LN Curtis & Sons | boots, vests | 166.24 |
| 5111.1.115: SAFETY EQUIPMENT | | | <i>none issued</i> |
| 5111.1.121: COMMUNICATIONS: RADIOS | | | <i>none issued</i> |
| 5111.1.124: COMMUNICATIONS: TELEPHONE | | | |
| 1098785 | Verizon Wireless | monthly charges | 252.72 |
| 1098786 | Comcast - Sta. 2 & Sta. 3 | phone/internet | 141.82 |

CHECKS ISSUED LISTING - APR 2021 FIRE OPERATIONS

| Check No. | PAID TO | PURPOSE | AMOUNT |
|---|--------------------------|------------------------------------|--------------------|
| 1099384 | AT&T - Local - Sta.2 & 4 | monthly charges | 201.53 |
| 1099388 | Comcast - Sta. 1 & 2 | phone/internet | 835.39 |
| 1099584 | Comcast - Sta. 2 | phone/internet | 142.41 |
| 1099583 | Verizon Wireless | monthly charges | 252.84 |
| 5111.1.131: FOOD/FIRE LINE MEALS | | | <i>none issued</i> |
| 5111.1.141: HOUSEHOLD EXPENSE | | | |
| 1098788 | US Bank | hand towel, bath mats | 193.20 |
| 1099381 | Ameri Pride Services Inc | rag/coverall service | 110.95 |
| 1099382 | Anchor Pest Control | pest control | 120.00 |
| 1099386 | CA Waste Recovery | trash removal | 201.78 |
| 1099390 | Ebbetts Pass Lumber Co | air can | 9.16 |
| 5111.1.151: INSURANCE: PROPERTY/LIABILITY | | | <i>none issued</i> |
| 5111.1.153: INSURANCE: WORKER'S COMPENSATION | | | <i>none issued</i> |
| 5111.1.181: MAINTENANCE: APPARATUS | | | |
| 1098788 | US Bank | U1008: valve and kit | 641.53 |
| 1099383 | Arnold Auto Supply | U1003: bulbs | 2.12 |
| 1099396 | Chains Required | U1008: tire cables | 290.82 |
| 5111.1.182: MAINTENANCE: UTILITIES | | | |
| 1099587 | Arnold Automotive | U6003: service boat | 129.27 |
| 5111.1.201: BUILDING & GROUNDS MAINTENANCE | | | |
| 1099390 | Ebbetts Pass Lumber Co | tote, statke, fasteners, connector | 43.74 |
| 1099586 | Saul Plumbing Inc | replace pressure valve | 1,411.00 |
| 5111.1.211: EMERGENCY CARE | | | <i>none issued</i> |
| 5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS | | | <i>none issued</i> |
| 5111.1.241: OFFICE EXPENSE | | | |
| 1098789 | Wiley Computer Works | replace router; determine solutio | 300.00 |
| 1098788 | US Bank | office supplies, spam blocker | 271.29 |
| 5111.1.243: OFFICE EXPENSE: POSTAGE | | | |
| | JE Calaveras Co. | checks postage | |

CHECKS ISSUED LISTING - APR 2021 FIRE OPERATIONS

| Check No. | PAID TO | PURPOSE | AMOUNT |
|---|-------------------------------------|---------------------------------|--------------------|
| 5111.1.245: OFFICE EXPENSE: COPIES | | | |
| | 1099585 Zoom Imaging Solutions | copier maintenance | 130.85 |
| 5111.1.271: PROFESSIONAL SERVICES | | | <i>none issued</i> |
| 5111.1.401: SMALL TOOLS/FF EQUIPMENT | | | |
| | 1098788 US Bank | chainsaw parts, chain | 709.68 |
| | 1099389 JC Power Equipment | chainsaw parts, chain | 122.33 |
| | 1099390 Ebbetts Pass Lumber Co | torch 5 pk, watch battery | 24.44 |
| 5111.1.402: SMALL TOOLS: HOSE / SCBA | | | <i>none issued</i> |
| 5111.1.411: SPECIAL DISTRICT EXPENSE | | | |
| | 1098788 US Bank: SAMBA | EPN program | 40.81 |
| | 1098788 US Bank | multimeter, wattmeter | 832.01 |
| | 1099394 L N Curtis & Sons | boots, vests, lights, flare kit | 701.42 |
| 5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE | | | <i>none issued</i> |
| 5111.1.422: TRAINING | | | |
| | 1099385 CA Dept of Justice | background for Ryan Miguel | 98.00 |
| | 1099391 Glaze concrete Construction | concrete pier footings | 2,800.00 |
| 5111.1.478: TRAVEL/EDUCATION/TRAINING | | | <i>none issued</i> |
| 5111.1.480: TRANSPORTATION FUEL | | | |
| | 19660 Hunt & Sons Inc | diesel fuel | 207.95 |
| | 1099395 Ebbetts Pass Gas Service | unleaded fuel | 218.01 |
| | 19813 Hunt & Sons Inc | diesel fuel | 946.35 |
| 5111.1.501: UTILITIES: WATER/SEWER | | | |
| | JE Calavers Co Tax Collector | assessment | 189.27 |
| 5111.1.504: UTILITIES: ELECTRICITY | | | |
| | JE CPPA | electricity | 974.64 |
| 5111.1.505: UTILITIES: PROPANE | | | |
| | 1099395 Ebbetts Pass Gas Service | propane | 2,896.89 |

CHECKS ISSUED LISTING - APR 2021 FIRE OPERATIONS

| Check No. | PAID TO | PURPOSE | AMOUNT |
|----------------|--------------------------|--------------|--------------------|
| 5627 F: | LAFCo | | <i>none issued</i> |
| 5640 F: | STRUCTURES | | |
| | 1099588 WestAmerica Bank | loan payment | 105,848.61 |
| 5701 F: | EQUIPMENT | | <i>none issued</i> |

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - Apr 2021

| ACCOUNT | No. | BUDGET | Month | Year-To-Date | ACCOUNT BALANCE | % Disbursed Year-To-Date |
|--|-------------|---------|------------------|--------------|-----------------|-----------------------------|
| SALARIES & BENEFITS | 5001 | | | | | |
| Salaries/Wages | -.001 | 341,811 | 21,519.35 | 252,831.15 | 88,979.85 | 74% |
| Retirement | -.050 | 104,280 | 8,959.84 | 90,523.32 | 13,756.68 | 87% |
| Group Insurance | -.055 | 92,345 | 6,122.35 | 70,455.29 | 21,889.71 | 76% |
| Uniform Allowance | -.062 | 1,200 | 0.00 | 1,200.00 | - | 100% |
| SERVICES & SUPPLIES | 5111 | | | | | |
| Safety Clothing | -.111 | 2,728 | 0.00 | 0.00 | 2,728.00 | 0% |
| Safety Equipment | -.115 | 1,000 | 0.00 | 0.00 | 1,000.00 | 0% |
| Communications-Radios | -.121 | 1,000 | 0.00 | 317.00 | 683.00 | 32% |
| Communications-Phone | -.124 | 615 | 77.08 | 728.82 | (113.82) | 119% |
| Housekeeping | -.141 | 1,900 | 92.38 | 1,371.40 | 528.60 | 72% |
| Insurance-Prop/Liability | -.151 | 2,500 | 0.00 | 2,500.00 | - | 100% |
| Insurance-Workers Comp | -.153 | 17,038 | 0.00 | 16,719.81 | 318.19 | 98% |
| Maintenance-Apparatus | -.181 | 2,900 | 0.00 | 773.22 | 2,126.78 | 27% |
| Professional Services | -.271 | 2,200 | 0.00 | 2,200.00 | - | 100% |
| Small Tools-Hose/SCBA | -.402 | 500 | 0.00 | 60.23 | 439.77 | 12% |
| Special District Expense | -.411 | 700 | 6.00 | 60.00 | 640.00 | 9% |
| SDE--Health Maintenance | -.412 | 1,500 | 0.00 | 588.95 | 911.05 | 39% |
| Training | -.422 | 4,000 | 0.00 | 701.45 | 3,298.55 | 18% |
| Travel/Education | -.478 | 2,700 | 0.00 | 0.00 | 2,700.00 | 0% |
| Transportation Fuel | -.480 | 6,500 | 712.99 | 6,271.60 | 228.40 | 96% |
| SPECIAL TAX HANDLING FEE | 5411 | 3,622 | 1,810.73 | 3,621.46 | 0.54 | 100% |
| Engine Paramedic Program Totals | | 591,039 | 39,300.72 | 450,923.70 | 140,115.30 | 76% |

CHECKS ISSUED LISTING - APR 2021 ENGINE PARAMEDIC

| Check No. | PAID TO | PURPOSE | AMOUNT |
|---|--------------|--|--------------------|
| 5001.2.001: SALARIES | | | |
| | 19625, 19752 | Payroll / Statutory Elective Withholding | 19,075.83 |
| | 19625, 19752 | Paychex Fee | 67.40 |
| 1098629, 1099242 | PARS | EE withholding | 0.00 |
| | 19626, 19753 | EPFF Local #3581 | 450.00 |
| | 19790 | PERS | 1,926.12 |
| 5001.2.050: RETIREMENT (PERS) | | | |
| | 19790 | CalPERS | 4,405.48 |
| | 19790 | CalPERS | 4,554.36 |
| 5001.2.055: GROUP INSURANCE | | | |
| | 19625, 19752 | Supplemental Life Premium Withholding | -35 |
| | 1099376 | FDAC-EBA | 394.50 |
| | 1099379 | SDRMA-Employee Benefit Service - medical premium | 5,762.85 |
| 5001.2.062: UNIFORM ALLOWANCE | | | <i>none issued</i> |
| 5111.2.111: SAFETY CLOTHING | | | <i>none issued</i> |
| 5111.2.115: SAFETY EQUIPMENT | | | <i>none issued</i> |
| 5111.2.121: COMMUNICATIONS: RADIOS | | | <i>none issued</i> |
| 5111.2.124: COMMUNICATIONS: TELEPHONE | | | |
| | 1098785 | Verizon Wireless | 38.54 |
| | 1099583 | Verizon Wireless | 38.54 |
| 5111.2.131: FOOD/FIRE LINE MEALS | | | <i>none issued</i> |
| 5111.2.141: HOUSEHOLD EXPENSE | | | |
| | 1099382 | Anchor Pest Control | 48.00 |
| | 1099381 | AmeriPride | 44.38 |
| 5111.2.151: INSURANCE: PROPERTY/LIABILITY | | | <i>none issued</i> |
| 5111.2.153: INSURANCE: WORKER'S COMPENSATION | | | <i>none issued</i> |
| 5111.2.181: MAINTENANCE: APPARATUS | | | <i>none issued</i> |
| 5111.2.271: PROFESSIONAL SERVICES | | | <i>none issued</i> |

CHECKS ISSUED LISTING - APR 2021 ENGINE PARAMEDIC

| Check No. | PAID TO | PURPOSE | AMOUNT |
|--------------------|----------------------------------|---------------------------|--------------------|
| 5111.2.402: | SMALL TOOLS: | HOSE / SCBA | <i>none issued</i> |
| 5111.2.411: | SPECIAL DISTRICT EXPENSE | | |
| | 1098788 US Bank: SAMBA | EPN program | 6.00 |
| 5111.2.412: | SPECIAL DISTRICT EXPENSE: | HEALTH MAINTENANCE | <i>none issued</i> |
| 5111.2.422: | TRAINING | | <i>none issued</i> |
| 5111.2.478: | TRAVEL/EDUCATION/TRAINING | | <i>none issued</i> |
| 5111.2.480: | TRANSPORTATION FUEL | | |
| | 19660 Hunt & Sons Inc | diesel fuel | 264.46 |
| | 19813 Hunt & Sons Inc | diesel fuel | 448.53 |
| 5411 P: | SPECIAL TAX HANDLING FEE | | |
| JE | Calaveras Co Auditor's Office | special tax handling fee | 1810.73 |

STATION 3 A ACCOUNT SUMMARY SHEET - Apr 2021

| ACCOUNT | No. | BUDGET | Month | Year-To-Date | ACCOUNT BALANCE | % Disbursed Year-To-Date |
|-----------------------------------|-------------|------------------|-------------------|---------------------|-------------------|--------------------------|
| SALARIES & BENEFITS | 5001 | | | | | |
| Salaries/Wages | -.001 | 1,249,643 | 106,031.37 | 1,118,983.37 | 130,659.63 | 90% |
| Retirement | -.050 | 251,922 | 21,341.24 | 208,843.24 | 43,078.76 | 83% |
| Group Insurance | -.055 | 346,315 | 29,224.69 | 298,123.61 | 48,191.39 | 86% |
| Uniform Allowance | -.062 | 6,000 | 0.00 | 5,188.00 | 812.00 | 86% |
| SERVICES & SUPPLIES | 5111 | | | | | |
| Safety Clothing | -.111 | 15,000 | 0.00 | 6,443.30 | 8,556.70 | 43% |
| Safety Equipment | -.115 | 2,250 | 0.00 | 1,119.99 | 1,130.01 | 50% |
| Communications-Radios | -.121 | 4,500 | 0.00 | 1,191.54 | 3,308.46 | 26% |
| Communications-Phone | -.124 | 3,575 | 426.98 | 3,521.94 | 53.06 | 99% |
| Food - Fire Line Meals | -.131 | 400 | 0.00 | 390.55 | 9.45 | 98% |
| Housekeeping | -.141 | 6,000 | 216.73 | 5,654.78 | 345.22 | 94% |
| Insurance-Prop/Liability | -.151 | 13,000 | 0.00 | 13,000.00 | - | 100% |
| Insurance-Workers Comp | -.153 | 53,267 | 0.00 | 51,069.80 | 2,197.20 | 96% |
| Maintenance-Ambulances | -.183 | 31,250 | 570.17 | 9,129.64 | 22,120.36 | 29% |
| Building Maintenance | -.201 | 5,000 | 59.92 | 3,099.17 | 1,900.83 | 62% |
| Emergency Care/Rescue | -.211 | 43,080 | 5,598.27 | 27,857.35 | 15,222.65 | 65% |
| Memberships | -.221 | 150 | 0.00 | 150.00 | - | 100% |
| Office Expense | -.241 | 4,800 | 829.79 | 1,439.40 | 3,360.60 | 30% |
| Office Expense - Copies | -.245 | 150 | 0.00 | 131.85 | 18.15 | 88% |
| Professional Services | -.271 | 59,640 | 4,518.75 | 46,825.59 | 12,814.41 | 79% |
| Small Tools/FF Equipment | -.401 | 7,050 | 446.36 | 7,436.01 | (386.01) | 105% |
| Special District Expense | -.411 | 8,800 | 52.00 | 2,809.75 | 5,990.25 | 32% |
| SDE--Health Maintenance | -.412 | 3,100 | 0.00 | 4,302.44 | (1,202.44) | 139% |
| SDE--Administrative Fee | -.413 | 3,800 | 0.00 | 0.00 | 3,800.00 | 0% |
| Training | -.422 | 12,000 | 225.00 | 2,746.43 | 9,253.57 | 23% |
| Travel/Education | -.478 | 4,500 | 0.00 | 505.22 | 3,994.78 | 11% |
| Transportation Fuel | -.480 | 18,000 | 2,321.31 | 17,057.30 | 942.70 | 95% |
| Utilities - Water/Sewer | -.501 | 1,200 | 0.00 | 1,084.51 | 115.49 | 90% |
| Utilities - Electrical | -.504 | 1,900 | 183.44 | 1,725.50 | 174.50 | 91% |
| Utilities - Propane | -.505 | 5,000 | 358.43 | 2,640.01 | 2,359.99 | 53% |
| SPECIAL TAX HANDLING FEE | 5411 | 21,476 | 10,736.65 | 21,473.30 | 2.70 | 100% |
| REFUND OVERPAYMENT | 5612 | 20,747 | 3,859.81 | 25,693.60 | (4,946.60) | 124% |
| FIXED ASSETS | | | | | | |
| Building Fund: Structures | 5640 | - | 0.00 | 0.00 | - | |
| Equipment | 5701 | 300,399 | 0.00 | 275,932.23 | 24,466.77 | |
| Fire Operation Fund Totals | | 2,503,914 | 187,000.91 | 2,165,569.42 | 338,344.58 | 86% |

CHECKS ISSUED LISTING - APR 2021**STATION 3 A**

| Check No. | PAID TO | PURPOSE | AMOUNT |
|--|--|--------------------------------|--------------------|
| 5001.3.001: SALARIES | | | |
| 19625, 19752 | Payroll / Statutory Elective Withholding | | 93,385.25 |
| 19625, 19752 | Paychex Fee | employer cost | 336.99 |
| 1098629, 1099242 | PARS | EE withholding | 0.00 |
| 19626, 19753 | EPFF Local #3581 | dues and meals withholding | 2,250.00 |
| 19790 | PERS | EE portion; ER paid EE portion | 10,059.13 |
| 5001.3.050: RETIREMENT (PERS) | | | |
| 19790 | CalPERS | Employer Portion | 13,476.85 |
| 19790 | CalPERS | Employer Unfunded Liab. - Mar | 7,864.39 |
| 5001.3.055: GROUP INSURANCE | | | |
| 19625, 19752 | Supplemental Life Premium Withholding | | -189 |
| 1099376 | FDAC-EBA | vision/dental/life premium | 2,077.49 |
| 1099379 | SDRMA-Employee Benefit Service - medical premium | | 27,336.20 |
| 5001.3.062: UNIFORM ALLOWANCE | | | <i>none issued</i> |
| 5111.3.111: SAFETY CLOTHING | | | <i>none issued</i> |
| 5111.3.115: SAFETY EQUIPMENT | | | <i>none issued</i> |
| 5111.3.121: COMMUNICATIONS: RADIOS | | | |
| 1099387 | Columbia Communications | ambulance radio repairs | 269.25 |
| 5111.3.124: COMMUNICATIONS: TELEPHONE | | | |
| 1098786 | Comcast - Sta. 3 | phone/internet monthly charges | 265.40 |
| 1098785 | Verizon Wireless | monthly charges | 80.79 |
| 1099583 | Verizon Wireless | monthly charges | 80.79 |
| 5111.3.131: FOOD/FIRE LINE MEALS | | | <i>none issued</i> |
| 5111.3.141: HOUSEHOLD EXPENSE | | | |
| 1099381 | Ameri Pride Services Inc | rag/coverall service | 66.57 |
| 1099382 | Anchor Pest Control | pest control | 72.00 |
| 1099386 | CA Waste Recovery | trash removal | 78.16 |
| 5111.3.151: INSURANCE: PROPERTY/LIABILITY | | | <i>none issued</i> |

CHECKS ISSUED LISTING - APR 2021**STATION 3 A**

| Check No. | PAID TO | PURPOSE | AMOUNT |
|---|-----------------------------|------------------------------------|--------------------|
| 5111.3.153: INSURANCE: WORKER'S COMPENSATION | | | <i>none issued</i> |
| 5111.3.183: MAINTENANCE: AMBULANCES | | | |
| 1098788 | US Bank | U3509: rotate tires; U3508: repa | 486.58 |
| 1099383 | Arnold Auto Supply | def | 83.59 |
| 5111.3.201: BUILDING & GROUNDS MAINTENANCE | | | |
| 1099390 | Ebbetts Pass Lumber Co | tote, statke, fasteners, connectoi | 59.92 |
| 5111.3.211: EMERGENCY CARE | | | |
| 1099380 | Airgas | oxygen | 226.69 |
| 1099393 | Life Assist, Inc. | medical supplies | 4,942.68 |
| 1099398 | Zoll Medical Corporation | thermal paper, electrodes, BP ct | 428.90 |
| 5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS | | | <i>none issued</i> |
| 5111.3.241: OFFICE EXPENSE | | | |
| 1098788 | US Bank | backup PCR laptop | 829.79 |
| 5111.3.245: OFFICE EXPENSE - COPIES | | | <i>none issued</i> |
| 5111.3.271: PROFESSIONAL SERVICES | | | |
| 1098790 | Wittman Enterprises, LLC | | 1,275.00 |
| 1099392 | Health Management Associate | IGT consulation services | 1,818.75 |
| 1099397 | Wittman Enterprises, LLC | | 1,425.00 |
| 5111.3.401: SMALL TOOLS/FF EQUIPMENT | | | |
| 1099390 | Ebbetts Pass Lumber Co | torch 5 pk, watch battery | 15.25 |
| 1099393 | Life Assist, Inc. | vac pump, non-contact thermom | 259.51 |
| 1099398 | Zoll Medical Corporation | thermal paper, electrodes, BP ct | 171.60 |
| 5111.3.411: SPECIAL DISTRICT EXPENSE | | | |
| 1098788 | US Bank: SAMBA | EPN program | 24.00 |
| | JE Calco Sheriff's Office | livescan rolling fee - J Layton | 28.00 |
| 5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE | | | <i>none issued</i> |

CHECKS ISSUED LISTING - APR 2021**STATION 3 A**

| Check No. | PAID TO | PURPOSE | AMOUNT |
|--|----------------------------------|--------------------------|--------------------|
| 5111.3.422: TRAINING | | | |
| | 1098787 Josh Hotchkiss | reimb medic lic renew | 225.00 |
| 5111.3.478: TRAVEL/EDUCATION/TRAINING | | | <i>none issued</i> |
| 5111.3.480: TRANSPORTATION FUEL | | | |
| | 19660 Hunt & Sons Inc | diesel fuel | 451.28 |
| | 19813 Hunt & Sons Inc | diesel fuel | 1,870.03 |
| 5111.3.501: UTILITIES: WATER/SEWER | | | <i>none issued</i> |
| 5111.3.504: UTILITIES: ELECTRICITY | | | |
| | JE CPPA | electricity | 183.44 |
| 5111.3.505: UTILITIES: PROPANE | | | |
| | 1099395 Ebbetts Pass Gas Service | propane | 358.43 |
| 5411 A: SPECIAL TAX HANDLING FEE | | | |
| JE | Calaveras Co Auditor's Office | special tax handling fee | 10,736.65 |
| 5640 A: STRUCTURES | | | <i>none issued</i> |
| 5701 A: EQUIPMENT | | | <i>none issued</i> |
| 5612 A: REFUNDS | | | <i>none issued</i> |



TECHNICAL MEMORANDUM

To: Chief Mike Johnson, *Ebbetts Pass Fire Protection District*

From: Dmitry Semenov, *California Municipal Advisors LLC*

Date: May 3, 2021

Re: Indicative Interest Rates – Public Sale vs. Private Placement

At the request of the District, Hilltop Securities Inc. performed a preliminary assessment of current indicative market interest rates in relation to the proposed Unfunded Accrued Liability refunding for the Ebbetts Pass Fire Protection District. California Municipal Advisors LLC did not perform an independent verification of this information, but it is consistent with what we are hearing from other market participants.

The following table summarizes the results of their assessment.

**Ebbetts Pass Fire Protection District
Private Placement vs. Public Sale
Indicative Interest Rate Comparison**

| Description | 15-year Term | | | 20-year Term | | | 25-year Term | |
|--|-------------------|-------------|------------|-------------------|-------------|-------------|-------------------|-------------|
| | Private Placement | Public Sale | Difference | Private Placement | Public Sale | Difference | Private Placement | Public Sale |
| True Interest Rate Estimate [1] | 3.50% | 3.15% | 0.35% | 3.95% | 3.50% | 0.45% | n/a | 3.72% |
| Estimated Average Annual Payment [2] | \$297,000 | \$295,000 | \$2,000 | \$251,000 | \$245,000 | \$6,000 | n/a | \$216,000 |
| Estimated Total Cash Flow Savings [2], [3] | \$1,996,000 | \$2,051,000 | (\$55,000) | \$1,429,000 | \$1,566,000 | (\$137,000) | n/a | \$1,056,000 |

[1] Interest rate estimate is based on current market rates, as provided by Hilltop Securities. Actual rates may vary. Public sale interest rate includes underwriter's discount. The following assumptions were utilized:

- District makes regular UAL annual payment in July 2021 for 2021-22 fiscal year
- 100% refunding of remaining UAL balances after \$800k District contribution
- Costs of issuance estimated at \$85,000 for private placement and \$125,000 for public sale

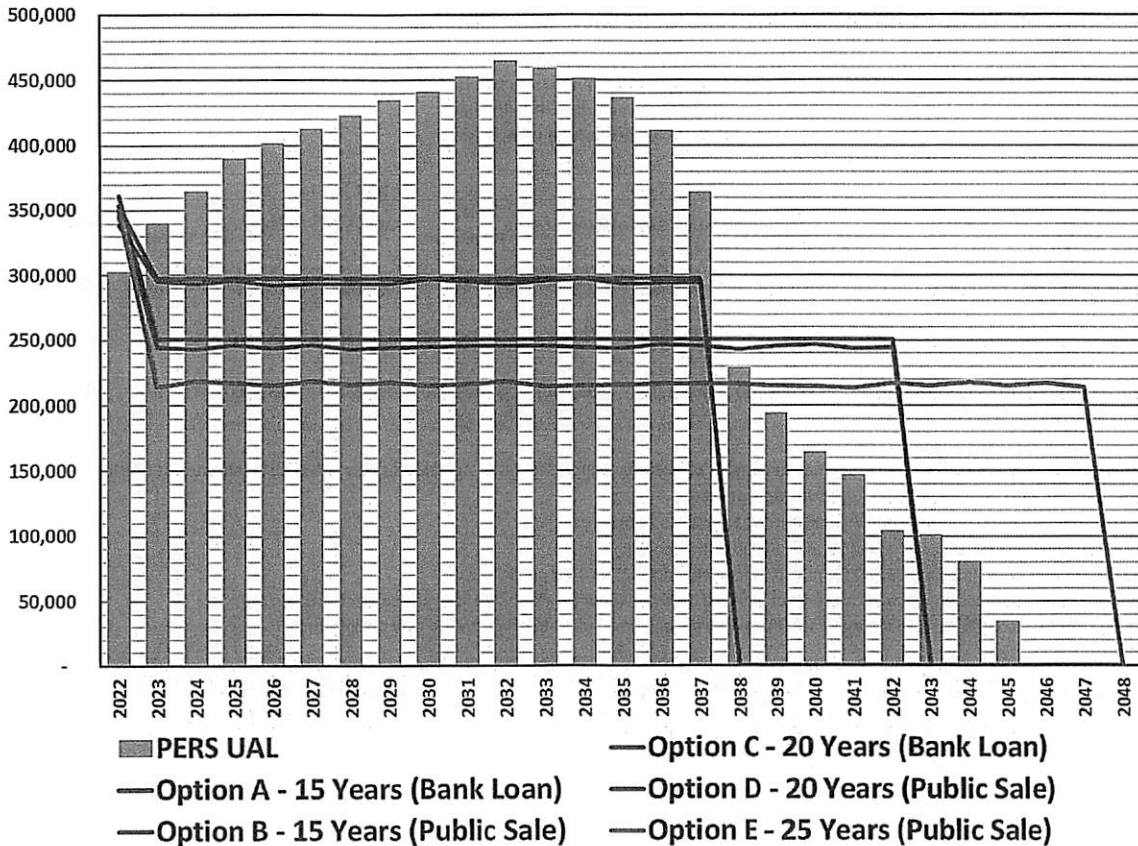
[2] Annual payments include amortization of costs of issuance. Cash flow savings are shown after the costs of issuance.

[3] Savings are based on 7% CalPERS discount rate. PV savings depend on actual rate of return and may be different.

The following table and graph provide additional information on the different term options and provide a visual comparison with the current CalPERS UAL amortization schedule.

| Option | Estimated Interest Rate [1] | Annual UAL Cost Years 2-15 [2] | | Total Financing Cost [3] | Cash Flow Savings [4] | | | | |
|-------------------------------|-----------------------------|--------------------------------|-----------|--------------------------|-----------------------|-------------|-------------|--------------|-------------|
| | | Min | Max | | Years 1-10 | Years 11-15 | Years 16-25 | Less: \$800K | Total |
| Current CalPERS Schedule | | \$340,000 | \$465,000 | \$3,405,000 | | | | | |
| 15-Year Refunding Term | | | | | | | | | |
| A Bank Loan | 3.50% | \$297,000 | \$297,000 | \$1,409,000 | \$936,000 | \$738,000 | \$1,122,000 | (\$800,000) | \$1,996,000 |
| B Public Sale | 3.15% | \$292,000 | \$297,000 | \$1,355,000 | \$976,000 | \$750,000 | \$1,125,000 | (\$800,000) | \$2,051,000 |
| Bank Loan vs Public Sale | | \$5,000 | \$0 | \$54,000 | (\$40,000) | (\$12,000) | (\$3,000) | | (\$55,000) |
| 20-Year Refunding Term | | | | | | | | | |
| C Bank Loan | 3.95% | \$251,000 | \$251,000 | \$1,976,000 | \$1,345,000 | \$970,000 | (\$86,000) | (\$800,000) | \$1,429,000 |
| D Public Sale | 3.50% | \$243,000 | \$247,000 | \$1,840,000 | \$1,418,000 | \$998,000 | (\$50,000) | (\$800,000) | \$1,566,000 |
| Bank Loan vs Public Sale | | \$8,000 | \$4,000 | \$136,000 | (\$73,000) | (\$28,000) | (\$36,000) | | (\$137,000) |
| 25-Year Refunding Term | | | | | | | | | |
| E Public Sale | 3.72% | \$214,000 | \$218,000 | \$2,349,000 | \$1,665,000 | \$1,144,000 | (\$953,000) | (\$800,000) | \$1,056,000 |

[1] Interest rate estimate is based on current market rates, as provided by Hilltop Securities. Actual rates may vary.
 [2] Annual UAL Cost consists of semi-annual loan payments, payments on unrefunded bases, and includes amortization of costs of issuance (estimated at \$85,000 for private placement and \$125,000 for public sale). The underwriter's discount for public sale options is included in the interest rate.
 [3] Financing costs include interest and costs of issuance.
 [4] Savings are based on 7% CalPERS discount rate. PV savings depend on actual rate of return and may be different.





Ebbetts Pass Fire Protection District

Market Interest Rates Update

MAY 13, 2021

CalMuni
ADVISORS





Private Placement vs Public Sale Summary

| Description | 15-year Term | | | 20-year Term | | | 25-year Term | |
|--|-------------------|-------------|--------------------|-------------------|-------------|--------------------|-------------------|-------------|
| | Private Placement | Public Sale | Difference | Private Placement | Public Sale | Difference | Private Placement | Public Sale |
| True Interest Rate Estimate [1] | 3.50% | 2.98% | 0.52% | 3.75% | 3.34% | 0.41% | n/a | 3.56% |
| Estimated Average Annual Payment [2] | \$297,000 | \$291,000 | \$6,000 | \$247,000 | \$241,000 | \$6,000 | n/a | \$212,000 |
| Estimated Total Cash Flow Savings [2], [3] | \$1,996,000 | \$2,105,000 | (\$109,000) | \$1,520,000 | \$1,642,000 | (\$122,000) | n/a | \$1,146,000 |

[1] Interest rate estimate is based on current market rates, as provided by Hilltop Securities. Actual rates may vary. Public sale interest rate includes underwriter's discount. The following assumptions were utilized:

- District makes regular UAL annual payment in July 2021 for 2021-22 fiscal year
- 100% refunding of remaining UAL balances after \$800k District contribution
- Costs of issuance estimated at \$85,000 for private placement and \$125,000 for public sale

[2] Annual payments include amortization of costs of issuance. Cash flow savings are shown after the costs of issuance.

[3] Savings are based on 7% CalPERS discount rate. PV savings depend on actual rate of return and may be different.



Private Placement vs Public Sale Additional Details

| Option | Estimated Interest Rate [1] | Annual UAL Cost Years 2-15 [2] | | Total Financing Cost [3] | Cash Flow Savings [4] | | | | |
|-------------------------------|-----------------------------|--------------------------------|-----------|--------------------------|-----------------------|-------------|-------------|--------------|-------------|
| | | Min | Max | | Years 1-10 | Years 11-15 | Years 16-25 | Less: \$800K | Total |
| Current CalPERS Schedule | | \$340,000 | \$465,000 | \$3,405,000 | | | | | |
| 15-Year Refunding Term | | | | | | | | | |
| A Bank Loan | 3.50% | \$297,000 | \$297,000 | \$1,409,000 | \$936,000 | \$738,000 | \$1,122,000 | (\$800,000) | \$1,996,000 |
| B Public Sale | 2.98% | \$289,000 | \$294,000 | \$1,299,000 | \$1,010,000 | \$765,000 | \$1,130,000 | (\$800,000) | \$2,105,000 |
| Bank Loan vs Public Sale | | \$8,000 | \$3,000 | \$110,000 | (\$74,000) | (\$27,000) | (\$8,000) | | (\$109,000) |
| 20-Year Refunding Term | | | | | | | | | |
| C Bank Loan | 3.75% | \$247,000 | \$247,000 | \$1,885,000 | \$1,388,000 | \$992,000 | (\$60,000) | (\$800,000) | \$1,520,000 |
| D Public Sale | 3.34% | \$239,000 | \$244,000 | \$1,763,000 | \$1,448,000 | \$1,021,000 | (\$27,000) | (\$800,000) | \$1,642,000 |
| Bank Loan vs Public Sale | | \$8,000 | \$3,000 | \$122,000 | (\$60,000) | (\$29,000) | (\$33,000) | | (\$122,000) |
| 25-Year Refunding Term | | | | | | | | | |
| E Public Sale | 3.56% | \$210,000 | \$215,000 | \$2,259,000 | \$1,705,000 | \$1,164,000 | (\$923,000) | (\$800,000) | \$1,146,000 |

[1] Interest rate estimate is based on current market rates, as provided by Hilltop Securities. Actual rates may vary.

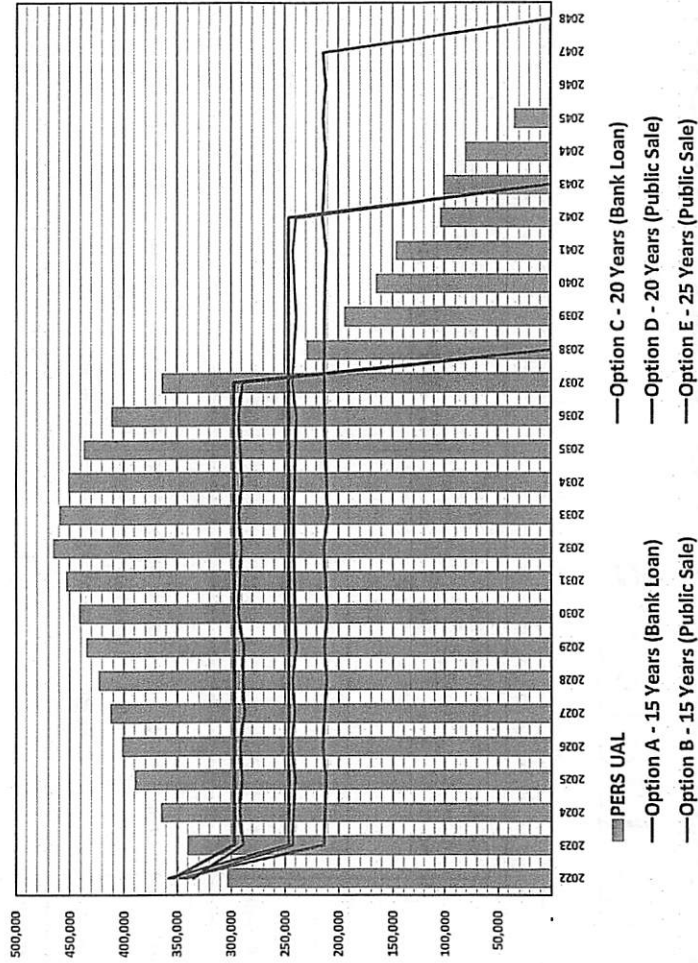
[2] Annual UAL Cost consists of semi-annual loan payments, payments on unrefunded bases, and includes amortization of costs of issuance (estimated at \$85,000 for private placement and \$125,000 for public sale). The underwriter's discount for public sale options is included in the interest rate.

[3] Financing costs include interest and costs of issuance.

[4] Savings are based on 7% CalPERS discount rate. PV savings depend on actual rate of return and may be different.



Private Placement vs Public Sale Comparison





Questions?

Dmitry Semenov

California Municipal Advisors LLC

(916) 257-5789

dsemenov@calmuniadvisors.com

Cameron Weist

The Weist Law Firm

(831) 438-7900

cameron@weistlaw.com

Jeffrey Meyer

Hilltop Securities, Inc.

(916) 517-1212

jeff.meyer@hilltopsecurities.com



Kathy Gomes
Auditor-Controller
(209) 754-6343

891 Mountain Ranch Rd.
San Andreas, CA 95249

MEMORANDUM

TO: Special Districts

FROM: Kathy Gomes – Auditor Controller

DATE: Monday, April 26, 2021

SUBJ: March 2021 is closed

March 2021 is now closed and interest has posted.

With year-end approaching, please review your budgets closely to ensure that you have sufficient resources to close out the year with positive cash.

For Districts that are required to submit a recommended budget, please submit no later than 6/18/2021 to the County Auditor-Controller.

Annual signature forms are due PRIOR to July 1, 2021.

Should you have any questions, feel free to contact us directly at (209) 754-6343.

4/8/2021 Created budget worksheet

Search/replace FY designators

Changed the prior fiscal year numbers to be the budget as set for 2020-21 for FPA

| | | | |
|-----------------|--------|--------------------|-----------|
| Removed: | 5701F | Replace E435 | \$800,000 |
| | 5701F | Camera System | \$15,000 |
| | 5701F | Cascade Compressor | \$7,500 |
| | 1.402F | RIC pacs | \$6,700 |
| | 5701A | Power Gurney | \$20,000 |
| | 5701A | ALS Manikin | \$6,500 |
| | 5701A | A Ambulance | \$222,000 |

| | | | |
|---------------|--------|------------------------------|----------|
| Added: | 5701F | Replace BC Vehicle | \$75,000 |
| | 5701F | UTV Tracked Vehicle | \$40,000 |
| | 5701F | Engine Loan Payment | \$92,592 |
| | 1.401F | Tech Rescue Gear Replacement | \$10,000 |
| | 5701A | ALS Monitor | \$33,000 |

4/24/2021 Updated group medical insurance amount to current for 6 months and 6 months at new rate:

| <u>Annual Amount</u> | MO Rate: | <u>20-21</u> | <u>21-22</u> | est. increase of 5% for 21-22 |
|----------------------|----------|--------------|--------------|-------------------------------|
| 30663.9 family | | 2493 | 2617.65 | |
| 23603.7 E+1 | | 1919 | 2014.95 | |
| 11795.7 E | | 959 | 1006.95 | |

4/24/2021 salaried amounts updated to pay schedule amounts

4/24/2021 hourly amounts updated to pay schedule amounts

4/24/2021 Rev Acct 4712: Include receipt of RDG's reimbursements for med ins 1919x12=23,028

Exp Acct 1.055: Include payment of RDG's reimbursements for med ins 1919x12=23,028

4/24/2021 PERS unfunded accrued liability split among budgets 1-2-3.050

Misc. Classic: 8.65% \$9,819 F only

Safety Classic: 20.64% \$288,343 FB: 44360; FC: 66541; P: 66541; A: 110901

Safety PEPRA 13.13% \$4,983 F: 831; A: 415; AT: 3737

4/24/2021 Increased both Rev & Exp accounts for ST/TF response (from 30,000 to 50,000)

5/11/2021 Increased 3.124 Telephone by \$1,000

Increased 3.480 Fuel by \$4,000

Increased 3.504 Electricity by \$300

Increased 3.501 Water to \$1350

Increased 2.480 Fuel by \$700

Increased 1.124 Telephone by \$3,000

Increased 1.221 Memberships by \$150

Removed VFA Grant 1.121 \$19,000 radios

1.181 Removed units, added Loader as line item - total the same so far

1.182 removed units, added units, - total the same so far

2.201, 2.211, 2.241, 2.401, 2.402 - removed

REVENUE: 4799A zeroed out as no more funding from PG&E-Butte Fire

REVENUE ACCOUNT SUMMARY - FIRE

| ACCOUNT DESCRIPTION | REV ACCT | | Final Budgeted 2020-21 | Budget 2021-22 |
|--|----------|---|------------------------|----------------|
| Current Secured Taxes | 4010 | F | \$2,181,293 | \$2,181,293 |
| Administrative Fee (SB2557 Reduction) | 4013 | F | (\$39,444) | (\$39,444) |
| Unitary Taxes | 4015 | F | \$46,197 | \$46,197 |
| Supplemental Current Secured Taxes | 4017 | F | \$14,382 | \$14,382 |
| Current Unsecured Taxes | 4020 | F | \$31,294 | \$31,294 |
| Supplemental Current Unsecured Taxes | 4027 | F | \$902 | \$902 |
| Prior Unsecured Taxes | 4040 | F | \$2,153 | \$2,153 |
| Transient Occupancy Taxes (TOT) | 4072 | F | \$18,691 | \$18,691 |
| Interest | 4300 | F | \$0 | \$0 |
| HOPTR | 4463 | F | \$24,188 | \$24,188 |
| Federal Grant - AFG | 4505 | F | \$75,000 | \$75,000 |
| State Grant - OTS & VFA | 4455 | F | \$94,000 | \$94,000 |
| Timber Tax | 4465 | F | \$0 | \$0 |
| State Aid for Public Safety (Prop 172) | 4472 | F | \$14,250 | \$14,250 |
| Revenue - State Firefighter Reimbursement | 4542 | F | \$30,000 | \$50,000 |
| Revenue - State Equipment Reimbursement | 4543 | F | \$5,000 | \$5,000 |
| Reimbursement by Retiree for Medical Insurance Premium | 4712 | F | \$20,835 | \$20,835 |
| Contr. From Other Gov't (PG&E--Butte) | 4799 | F | \$0 | \$0 |
| Charges for Current Services--Ordinance Fees | 4679 | F | \$500 | \$500 |
| Charges for Current Services--CCWD Hydrants | 4679 | F | \$10,000 | \$10,000 |
| Group Insurance Reimbursement | 4712 | F | | \$23,028 |
| Misc. Revenue | 4713 | F | \$500 | \$500 |
| TRANSFERS FROM TRUST | | F | | |
| Emergency Reserve | | F | | |
| SCBA Trust Fund | | F | | |
| Apparatus Fund | | F | \$748,200 | \$748,200 |
| Building Fund | | F | | |
| TOTALS | | F | \$3,277,941 | \$3,320,969 |

NOTES ON REVENUE ACCOUNTS:

Schedule of Teeter Revenue Allocations: 55% December, 40% April, 5% End of Year
 Scheduled Engine Paramedic and Station 3 Administrative Costs applied in April each fiscal year.

4679 CCWD Hydrants: Payment from CCWD towards reimbursement of hydrant maintenance expenses (labor, materials).

EXPENDITURE ACCOUNT SUMMARY: OPERATIONS FUND - FIRE

| ACCOUNT DESCRIPTION | No. | | Previous Year Adopted Budget 2020-21 | BUDGET 2021-22 |
|---------------------------------------|------------|----------|--|--------------------|
| Salaries/Wages - Permanent | 5001.1.001 | F | \$1,094,488 | \$1,112,600 |
| Extra Hire - Hydrant Maintenance | 5001.1.002 | F | \$10,000 | \$10,000 |
| Extra Hire - Volunteer Intern Program | 5001.1.003 | F | \$40,306 | \$46,506 |
| ST/TF Firefighter Payment | 5001.1.004 | F | \$30,000 | \$50,000 |
| Volunteer Firefighter Response/Relief | 5001.1.005 | F | \$40,000 | \$40,000 |
| Retirement - PERS | 5001.1.050 | F | \$238,123 | \$272,600 |
| Group Insurance | 5001.1.055 | F | \$232,240 | \$271,500 |
| Uniform Allowance | 5001.1.062 | F | \$3,600 | \$3,600 |
| Safety Clothing | 5111.1.111 | F | \$10,000 | \$10,000 |
| Safety Equipment | 5111.1.115 | F | \$6,000 | \$6,000 |
| Communications - Radios | 5111.1.121 | F | \$27,000 | \$9,100 |
| Communications - Telephone | 5111.1.124 | F | \$12,000 | \$15,000 |
| Food - Fire Line Meals | 5111.1.131 | F | \$1,200 | \$1,200 |
| Housekeeping | 5111.1.141 | F | \$8,000 | \$8,000 |
| Insurance - Property/Liability | 5111.1.151 | F | \$15,009 | \$15,009 |
| Insurance - Worker's Compensation | 5111.1.153 | F | \$62,966 | \$64,026 |
| Maintenance - Apparatus | 5111.1.181 | F | \$45,000 | \$45,000 |
| Maintenance - Utilities | 5111.1.182 | F | \$10,000 | \$10,000 |
| Building & Grounds Maintenance | 5111.1.201 | F | \$21,700 | \$21,700 |
| Emergency Care | 5111.1.211 | F | \$1,275 | \$1,275 |
| Memberships | 5111.1.221 | F | \$7,755 | \$8,015 |
| Office Expense | 5111.1.241 | F | \$12,050 | \$12,050 |
| Office Expense - Postage | 5111.1.243 | F | \$1,000 | \$1,000 |
| Office Expense - Copies | 5111.1.245 | F | \$1,500 | \$1,500 |
| Professional Services | 5111.1.271 | F | \$33,000 | \$33,000 |
| Small Tools/FF Equipment | 5111.1.401 | F | \$88,000 | \$23,000 |
| Small Tools - Hose | 5111.1.402 | F | \$15,700 | \$9,000 |
| Special District Expense | 5111.1.411 | F | \$17,000 | \$17,000 |
| SDE - Health Maintenance | 5111.1.412 | F | \$4,200 | \$4,200 |
| Training | 5111.1.422 | F | \$12,500 | \$12,500 |
| Travel/Education/Training | 5111.1.478 | F | \$9,000 | \$9,000 |
| Transportation Fuel | 5111.1.480 | F | \$20,000 | \$20,000 |
| Utilities-Water/Sewer | 5111.1.501 | F | \$10,280 | \$10,280 |
| Utilities-Electricity | 5111.1.504 | F | \$11,500 | \$11,500 |
| Utilities-Propane | 5111.1.505 | F | \$20,000 | \$20,000 |
| LAFCO Fee | 5627 | F | \$3,242 | \$3,242 |
| Structures | 5640 | F | \$211,698 | \$211,698 |
| Equipment | 5701 | F | \$890,601 | \$207,592 |
| Budgeted Reserve | 5703 | F | 8 | \$693,277 |
| TOTALS | | F | 3,277,941 | \$3,320,969 |

REVENUE ACCOUNT SUMMARY - Engine Paramedic

| ACCOUNT DESCRIPTION | REV ACCT | | Budgeted 2020-21 | Final Budget 2021-22 |
|---|----------|----------|------------------|----------------------|
| Special Tax | 4077 | P | 362,185 | \$362,185 |
| Special Tax - Sustain ALS within District | 4077 | S | 228,854 | \$228,854 |
| TRANSFER FROM EMS/P TRUST | | | - | \$0 |
| TOTALS | | P | 591,039 | \$591,039 |

| |
|---|
| Schedule of Teeter Revenue Allocations: 55% December, 40% April, 5% End of Year |
|---|

EXPENDITURE ACCOUNT SUMMARY - Engine Paramedic Program

| ACCOUNT DESCRIPTION | ACCT No. | | Final Budget 2020-21 | Preliminary Budget 2021-22 |
|---------------------------------|------------|----------|----------------------|----------------------------|
| Salaries/Wages - Permanent | 5001.2.001 | P | 341,811 | \$355,300 |
| Retirement | 5001.2.050 | P | 104,280 | \$123,200 |
| Group Insurance | 5001.2.055 | P | 92,345 | \$98,800 |
| Uniform Allowance | 5001.2.062 | P | 1,200 | \$1,200 |
| Safety Clothing | 5111.2.111 | P | 2,728 | \$2,725 |
| Safety Equipment | 5111.2.115 | P | 1,000 | \$1,000 |
| Communications - Radios | 5111.2.121 | P | 1,000 | \$800 |
| Communications - Telephones | 5111.2.124 | P | 615 | \$480 |
| Housekeeping | 5111.2.141 | P | 1,900 | \$1,900 |
| Insurance - Property, Liability | 5111.2.151 | P | 2,500 | \$2,500 |
| Insurance - Worker's Comp | 5111.2.153 | P | 17,038 | \$17,754 |
| Maintenance - Apparatus | 5111.2.181 | P | 2,900 | \$2,900 |
| Professional Services | 5111.2.271 | P | 2,200 | \$2,200 |
| Special District Expense | 5111.2.411 | P | 700 | \$700 |
| SDE - Health Maintenance | 5111.2.412 | P | 1,500 | \$1,500 |
| Training | 5111.2.422 | P | 4,000 | \$4,000 |
| Travel/Education/Training | 5111.2.478 | P | 2,700 | \$2,700 |
| Fuel | 5111.2.480 | P | 6,500 | \$7,200 |
| Special Tax Collection Fee | 5411 | P | 3,622 | \$3,622 |
| Budgeted Reserve | 5703 | P | 0 | \$(39,442) |
| TOTALS | | P | 590,539 | \$591,039 |

REVENUE ACCOUNT SUMMARY - Sta. 3 A

| ACCOUNT DESCRIPTION | REVENUE ACCOUNT | | Budgeted Revenue 2020-21 | Final Budget 2021-22 |
|---|-----------------|----------|--------------------------|----------------------|
| Special Tax | 4077 | A | 828,955 | \$828,955 |
| EMS Transport Revenue | 4660 | A | 750,000 | \$750,000 |
| State Grant - COVID-19 | 4455 | A | 5,000 | \$5,000 |
| Other Programs - State (GEMT) | 4479 | A | 9,000 | \$9,000 |
| State Other Aid (IGT) | 4580 | A | 120,000 | \$120,000 |
| Contr. From Other Gov't (PG&E--Butte) | 4799 | A | 206,000 | \$0 |
| Special Tax - Sustain ALS within District | 4077 | S | 1,089,749 | \$1,089,749 |
| TRANSFER FROM Sta. 3 A TRUST | | | - | \$0 |
| TOTALS | | A | \$3,008,704 | \$2,802,704 |

EXPENDITURE ACCOUNT SUMMARY - Sta. 3 A

| ACCOUNT DESCRIPTION | ACCT No. | | Budgeted 2020-21 | Final Budget 2021-22 |
|-----------------------------------|------------|----------|------------------|----------------------|
| Salaries/Wages - Permanent | 5001.3.001 | A | 1,249,643 | \$1,320,000 |
| Retirement | 5001.3.050 | A | 251,922 | \$285,000 |
| Group Insurance | 5001.3.055 | A | 346,315 | \$382,032 |
| Uniform Allowance | 5001.3.062 | A | 6,000 | \$6,000 |
| Safety Clothing | 5111.3.111 | A | 15,000 | \$15,000 |
| Safety Equipment | 5111.3.115 | A | 2,250 | \$2,250 |
| Communications - Radios | 5111.3.121 | A | 4,500 | \$4,500 |
| Communications - Telephones | 5111.3.124 | A | 3,575 | \$5,175 |
| Food | 5111.3.131 | A | 400 | \$400 |
| Housekeeping | 5111.3.141 | A | 6,000 | \$6,000 |
| Insurance - Property, Liability | 5111.3.151 | A | 13,000 | \$13,000 |
| Insurance - Worker's Comp | 5111.3.153 | A | 53,267 | \$55,314 |
| Maintenance - Ambulances | 5111.3.183 | A | 31,250 | \$31,250 |
| Building & Grounds Maintenance | 5111.3.201 | A | 5,000 | \$5,000 |
| Emergency Care | 5111.3.211 | A | 43,080 | \$43,080 |
| Professional Memberships | 5111.3.221 | A | 150 | \$150 |
| Office Expense | 5111.3.241 | A | 4,800 | \$4,800 |
| Office Expense - Copies | 5111.3.245 | A | 150 | \$150 |
| Professional Services | 5111.3.271 | A | 59,640 | \$59,640 |
| Small Tools - ALS | 5111.3.401 | A | 7,050 | \$7,050 |
| Special District Expense | 5111.3.411 | A | 8,800 | \$8,800 |
| SDE - Health Maintenance | 5111.3.412 | A | 13,100 | \$13,100 |
| SDE - Admin. Fee / GEMT Admin Fee | 5111.3.413 | A | 3,800 | \$3,800 |
| Training | 5111.3.422 | A | 12,000 | \$12,000 |
| Travel/Education/Training | 5111.3.478 | A | 4,500 | \$4,500 |
| Fuel | 5111.3.480 | A | 18,000 | \$22,000 |
| Utilities-Water/Sewer | 5111.3.501 | A | 1,200 | \$1,350 |
| Utilities-Electricity | 5111.3.504 | A | 1,900 | \$2,100 |
| Utilities-Propane | 5111.3.505 | A | 5,000 | \$5,000 |
| Special Tax Handling Fee | 5411 | A | 21,476 | \$21,476 |
| Refund Overpayment | 5612 | A | 20,747 | \$20,747 |
| Structures | 5640 | A | 0 | \$0 |
| Equipment | 5701 | A | 300,399 | \$61,899 |
| Budgeted Reserve | 5703 | A | 494,790 | \$ 380,142 |
| TOTALS | | A | 3,008,704 | \$2,802,704 |

Ebbetts Pass Fire District



DATE: **05/13/21**
FROM: EPFD Finance Committee
RE: Ambulance Transport Rates for Fiscal Year 2021-22

As the July 1, 2020, contract with Mountain-Valley EMS Agency allows an automatic annual cost-of-living increase in the District's ambulance transport billing rate, the following rates are proposed to become effective July 1, 2021:

| | | |
|---------------------------|------------|-------------------------------------|
| ALS 1 | \$2,734.00 | |
| ALS 2 | \$3,496.00 | |
| BLS E1 | \$1,939.00 | |
| Mileage | \$77.00 | |
| EKG | \$102.00 | |
| IV Supplies | \$81.00 | |
| Night Call | \$280.00 | |
| Disposables Fee ALS/BLS | \$235.00 | |
| (TNT) Assessment at Scene | \$954.00 | |
| Extra Attendant | \$123.00 | |
| First Responder Fee | \$476.00 | Includes 2% compound COLA from 2017 |

Upon approval by the Board of Directors, these latest rates will be distributed to Mountain-Valley EMS Agency and to Wittman Enterprises LLC.

APPROVED by the Board of Directors of the Ebbetts Pass Fire District at a meeting thereof on the 18th day of May 2021, by the following vote:

AYES:

NOES:

ABSENT:

Denny Clemens Date
Board President

| | |
|---------------------------------------|--|
| Ebbetts Pass Fire Protection District | Policy: 6540 |
| Subject: Personnel - Promotions | Effective Date: 3/18/13 Supersedes: 03/20/06 Revision Date: 04/19/2016 |

Purpose and Scope

To establish guidelines for promotions within the District.

Definitions

Open Position: Position is available to qualified candidates whether or not currently employed by the District.

Closed Position: Position is open only to qualified individuals within the District.

Conditional Appointment: An appointment made to a position that is based upon the employee meeting certain conditional requirements within a specific period of time.

Qualified: An employee is qualified for promotional examination by having been issued an acting position taskbook, being fully qualified for the rank below the promotional examination level and fulfilling all the requirements listed in the job description for the promotional examination level.

01. The minimum qualifications and/or requirements for each position shall be set forth within the job description of each position.
02. Unless the Board of Directors otherwise specifically provides, all positions and vacancies in officer and supervisor ranks shall be first considered CLOSED and filled by promotion from within the District. EXCEPTION: The Fire Chief's Position.
03. Where it is determined that a sufficient number of qualified candidates will not be available to fill a vacancy, the Board of Directors, upon recommendation of the Fire Chief or his/her designee, may declare the position as OPEN to qualified candidates not employed by the District.
04. Employees/members may ~~not~~ take a promotional examination without being qualified to fill the position although must be fully qualified to accept a promotional opportunity. With the approval from the Board of Directors the Fire

Chief or his/her designee may waive this requirement and make a "conditional appointment" if deemed necessary in order to temporarily place the most qualified individual in the vacant position.

05. Requirements to take a promotional examination per rank:

- Engineer: The individual must have all the qualifications per EPFD Policy 6330 "Position Description: Paid Engineer", and have an open or completed Acting-Engineer Taskbook.
- Captain: ~~The individual must have all the qualifications per EPFD Policy 6320 "Position Description: Paid Fire Captain", and have an Acting-Captain Taskbook.~~ Worked 4 years fulltime as a full-time firefighter / minimum 2 of those years at EPFD. Have an open or completed Acting-Captain Taskbook.
- Battalion Chief: The individual must have all the qualifications per EPFD Policy 6319 "Position Description: Paid Battalion Chief", and have an open or completed Acting-Battalion Chief Taskbook.

06. Any person promoted to or appointed to any supervisor rank shall be in a probationary status for one year and must have completed the corresponding Taskbook for that position. Probationary periods may be extended as per the policies outlined herein. Promotions shall be considered a temporary, non-permanent appointment until such time as the required probationary period is satisfactorily completed. Individuals promoted or appointed shall be compensated as specified in EPFD Policy 6080.01.2

07. The probationary period begins on the first day of work following appointment to a vacant position. Time served in the position as an "acting officer" or supervisor prior to promotion shall not apply to the probationary period.

08. Probationary periods may be extended for a period not to exceed one additional year for further evaluation of job performance. Extensions of probationary periods shall be documented in a written Performance Improvement Plan that calls for written performance evaluations to be conducted every three months during the probationary extension.

09. An employee serving in a probationary status and whose probationary period was extended shall not be eligible for a Merit Step Raise until successful completion of his/her probationary period.

10. Probationary periods may be extended in instances where the probationary period is interrupted by an approved leave of absence, injury, medical, or family emergency that results in extended absences from work.

11. Promotional eligibility lists shall be established by promotional examinations. Eligibility lists are normally effective for one year or a term specified at the establishment of the eligibility list.
 01. With notification to the Board of Directors, the Fire Chief or his/her designee may cancel, extend, combine, or establish additional eligibility lists at any time.
12. The District shall not be obligated or otherwise required to appoint/promote a person who is on an active eligibility list to a vacant position even if that individual is the only person remaining on the list.
13. Candidates who have not been appointed from an eligibility list prior to the expiration of said list will be required to reapply and successfully pass the next promotional examination process or Fire Chief's interview in order to reestablish their eligibility for promotion.
14. Any person qualified for promotion who passes the promotional examination shall be placed on the promotional eligibility list in accordance to the total number of points earned during the examination process.
15. The Fire Chief or designated personnel officer shall make appointments from established eligibility lists utilizing the "rule of three." A selection shall be made from any of the top three candidates prior to considering the next three candidates on the list.
16. In the absence of an eligibility list, the Fire Chief or designated personnel officer may make a temporary appointment of one step in rank without Board approval. Time served during such a temporary appointment shall not be credited towards the probationary time requirements of the higher rank; however on-the-job performance, evaluations, and recognition of accomplishments while serving in a temporary or acting capacity shall be considered should the individual apply for permanent appointment. Individuals promoted or appointed shall be compensated as specified in EPFD Policy 6080.01.3
17. An employee temporarily appointed shall be subject to the next promotional examination.
18. Favoring the promotion of personnel from within the District to fill vacant positions, the Board may grant, upon request of the Fire Chief or his/her designated personnel officer, a waiver of the "time in service" requirements established by these policies and may permit such individual members of the District as are otherwise qualified and as are designated by the fire chief or his/her designated personnel officer, to make application for, be tested for, and be appointed to a vacancy in the District.

19. Time-In-Service shall be time worked as a full-time paid firefighter or firefighter-paramedic with the Ebbetts Pass Fire District or other recognized fire agency. The Fire Chief or his/her designee may consider equivalent time served as an Ebbetts Pass Fire District volunteer as time served for eligibility to promote. Equivalent time served shall be defined by the Fire Chief or his/her designee.
20. Probationary employees shall be periodically evaluated as per the District's Performance Evaluation Policy.
21. A promoted employee who fails to pass probation will either have his/her probationary period extended with the approval of the Personnel Committee or will be reinstated to his/her previous rank without the right of appeal or hearing. Individuals reinstated to a previous rank shall receive compensation at the same level he/she previously received while serving at that lower rank unless the reasons for reinstatement are the result of a disciplinary action which might contain other provisions.
22. With approval of the Board of Directors, the Fire Chief and/or his designee may temporarily modify or waive any of the policies contained herein in order to ensure operational continuity or address unforeseen events/situations if deemed necessary to place the most qualified individual in the vacant position.

| | |
|--|---|
| Ebbetts Pass Fire Protection District | Policy: 6550 |
| Subject: Personnel - Promotions: Procedures | Effective Date: Adopted 06/18/1996 Revision Date: 04/19/2016 |

01. In-house promotion will be based upon a combination of:
 - A. Competitive Examination
 - B. Performance Evaluations
 - D. Evaluation of Other Officers
 - E. Evaluation of the candidate's ability to meet the minimum standards for knowledge, skills and experience as outlined within the Position Description for the desired position

02. In order to qualify for promotional standing in any examination, a candidate must possess the minimum qualifications necessary for the position.

03. Paid Firefighters having a minimum of two years of full-time, paid service with the District, shall be eligible to compete for promotional opportunities to the rank of Engineer.

04. Paid Engineers or Firefighters having a minimum of four years service with a minimum of 2 of those years with the District, shall be eligible to compete for promotional opportunities to the rank of Captain. Must have a completed an acting Engineer Task Book)

05. Paid Captains having a minimum of four years paid service with the District with at least two of those years being served at the rank of Paid Captain shall be eligible for promotional opportunities to the rank of Battalion Chief.

06. Promotional examinations shall conform to criteria and character as outlined in Policy Nos. 6230.01, 6230.32 and 6230.33.

07. Prior performance evaluations (historical) of qualified candidates shall be considered in the selection process for promotion.

08. Should there be only one in-house candidate desirous of promotion, he/she shall be required to satisfactorily pass the assessment/promotional examination and perform satisfactorily during the probationary period. If the candidate fails either the promotional examination process or fails to perform satisfactorily during the probationary period, the Fire Chief shall have the discretion to advertise and fill the

vacancy through open competition from outside the District.

Policy 6550 - Page

09. Should a vacancy occur and there are no in-house candidates interested in competing, an acting appointment to that rank will be made and the position will be filled from the outside.
10. The District shall have the discretion to fill future positions which might be created having special qualifications, regardless of rank, through open advertising and competition.
11. Adjustments in compensation following promotion shall be in accordance with Policy No. 6080.12.

Policy 6550 - Page 2 of 2

| | |
|---------------------------------------|--|
| Ebbetts Pass Fire Protection District | Policy: 1200 |
| Subject: Debt – Debt Management | Effective Date: draft Supersedes: Revision Date: |

Section 1: Policy

This Debt Management Policy sets forth debt management objectives for the Ebbetts Pass Fire Protection District (the “District”), and any other entity for which the Board of Directors of the District (the “Board”) acts as legislative body, and the term “District” shall refer to each of such entities, and the term “Board” shall refer to the governing boards of each such entity.

This Debt Management Policy establishes general parameters for issuing and administering debt. Recognizing that cost-effective access to the capital markets depends on prudent management of debt incurred by the District (or any of its controlled entities), the Board has adopted this Debt Management Policy by resolution.

This Debt Management Policy is intended to comply with California Government Code Section 8855(i).

Section 2: Scope

The guidelines established by this policy will govern the issuance and management of all debt funded for long-term capital financing needs and not for general operating functions. When used in this policy, “debt” refers to all forms of indebtedness, including bonds, notes, loans, certificates of participation, installment sale agreements and lease obligations.

The District recognizes that changes in the capital markets and other unforeseen circumstances may require action that deviates from this Debt Management Policy. In cases that require exceptions to this Debt Management Policy, approval from the Board will be necessary for implementation.

Section 3: Objectives

The purpose of this Debt Management Policy is to assist the District in pursuit of the following equally important objectives, while providing full and complete financial disclosure and ensuring compliance with applicable state and federal laws:

- Minimize debt service and issuance costs
- Maintain access to cost effective borrowing
- Preserve financial flexibility while assuring public transparency
- Achieve the highest practical credit rating
- Ensure full and timely repayment of debt
- Maintain full and complete financial disclosure and reporting
- Ensure compliance with debt covenants
- Ensure compliance with applicable state and federal laws

Budget Integration – The decision to incur new indebtedness should be integrated with the policy decisions embedded in the Board-adopted budget (the “Budget”). Annual debt service payments shall be included in the Budget.

The District will integrate its debt issuances with the goals of its Capital Improvement Program by timing the issuance of debt to ensure that projects are available when needed in furtherance of the District's public purposes. The District will seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its general fund.

Biennial Review – Recognizing that cost-effective access to the capital market depends on prudent management of the District's debt program, a biennial review of this Debt Management Policy should be performed. This Debt Management Policy will be included as an Appendix in the annual Budget adopted by Board. Any substantive changes to this Debt Management Policy shall be brought to the Board for consideration and approval.

Section 4: Delegation of Authority

This Debt Management Policy grants the Fire Chief the authority to select the Financing Team, coordinate the administration and issuance of debt, communicate with the rating agencies, and fulfill all of the pre-issuance and post-issuance requirements imposed by or related to state law, federal tax law and federal securities law.

Financing Team Definitions and Roles – The financing team is the working group of District staff and outside consultants necessary to complete a debt issuance proposal for presentation to the Ebbetts Pass Fire Protection District Board, including, but not limited to, bond counsel, disclosure counsel, underwriter, municipal advisor, trustee, pricing consultant and/or arbitrage analyst.

Typically, the Fire Chief forms the District staff portion of the Financing Team. As needed, other staff members or designees (such as a standing committee of the District) may be appointed to the Financing Team.

Consultant Selection – The District will consider the professional qualifications and experience of consultants as it relates to the specific bond issue or other financing under consideration. In certain instances, the District will conduct a request for proposal/qualification process to select such consultants. The Fire Chief may, however, decide to select such consultants without having to undertake a request for proposal/qualification process, on an as-needed basis.

Section 5: Policies

A. Purposes for which Debt may be Issued

1. **Long-Term Debt**. Long-term debt may be issued to finance the construction, acquisition, and rehabilitation of capital improvements and facilities, equipment and land to be owned and operated by the District.
 - a. Long-term debt financings are appropriate when the following conditions exist:
 - When the project to be financed is necessary to provide basic services.
 - When the project to be financed will provide benefit to constituents over multiple years.
 - When total debt does not constitute an unreasonable burden to the District and its taxpayers and/or ratepayers, as applicable.

- When the debt is used to refinance outstanding debt in order to produce debt service savings or to realize the benefits of a debt restructuring.
- b. Long-term debt financings will not generally be considered appropriate for current operating expenses and routine maintenance expenses.
 - c. The District may use long-term debt financings subject to the following conditions:
 - The project to be financed must be approved by the Board.
 - The weighted average maturity of the debt (or the portion of the debt allocated to the project) will not exceed the average useful life of the project to be financed by more than 20%.
 - The District estimates that sufficient revenues will be available to service the debt through its maturity.
 - The District determines that the issuance of the debt will comply with the applicable state and federal law.
2. **Short-Term Debt.** Short-term debt may be issued to provide financing for the District's operational cash flows in order to maintain a steady and even cash flow balance. Short-term debt may also be used to finance short-lived capital projects; for example, the District may undertake lease-purchase financing for equipment.

B. Methods of Financing

The Fire Chief will investigate all possible financing alternatives including, but not limited to, bonds, notes, loans, certificates of participation, installment sale agreements, lease obligations, state bond pools, and grants, which may be structured and consummated under any of the below described methods of financing.

1. **Cash Funding.** The District funds a significant portion of capital improvements from reserves accumulated from one-time revenues, which have been set aside for investment in the District's infrastructure.
2. **Bank Loans / Lines of Credit.** The District will evaluate lines of credit as a possible method of financing.
3. **Other Loans.** The District will evaluate other financing programs, including but not limited to federal "loans" from the United States Department of Agriculture.
4. **Bond Financing.** The District may issue any bonds which are allowed under federal and state law including but not limited to general obligation bonds, certificates of participation, revenue bonds, land-secured (assessment and special tax) bonds, refunding bonds and other obligations (see below for detail).

- **General Obligation Bonds.** General Obligation Bonds (GO Bonds) may only be issued with two-thirds approval of the District's registered voters. The California State Constitution (Article XVI, Section 18) limits the use of the proceeds from GO Bonds to "the acquisition or improvement of real property."
- **Lease Revenue Bonds, Certificates of Participation (COPs) and Lease-Purchase Transactions.** Lease financings may take a variety of forms, including certificates of participation, lease revenue bonds and direct leases (typically for equipment). When the District finances acquisition or construction of capital improvements or equipment with a lease financing, the District agrees to lease either the financed asset or a different asset and, most commonly, the District's lease payments are securitized in the form of certificates of participation or lease revenue bonds. This type of financing requires approval of Board.
- **Revenue Bonds.** Revenue Bonds are generally issued by the District for enterprise funds that are financially self-sustaining without the use of taxes and therefore rely on the revenues collected by the enterprise fund to repay the debt. This type of financing requires approval of Board.
- **Assessment Bonds.** The Improvement Bond Act of 1915 (Streets and Highways Code Section 8500 et seq.) and other state laws, subject to Article XIII D of the California Constitution, allow the District to issue bonds to finance improvements that provide "specific benefit" to the assessed real property. Installments are collected on the secured property tax roll of the County. This type of financing is secured by the lien upon and assessments paid by the real property owners and does not obligate the District's general fund or other funds. This type of financing requires approval of Board.
- **Special Tax Bonds.** Under the Mello-Roos Community Facilities Act of 1982, the District may issue bonds on behalf of a Community Facilities District (CFD) to finance capital facilities, most commonly in connection with new development. These bonds must be approved by a two-thirds vote of the qualified electors in the CFD, which the Mello-Roos Act defines to mean registered voters if there are 12 or more registered voters in the CFD and, if there are fewer than 12 registered voters, the landowners in the CFD. Bonds issued by the District under the Mello-Roos Act are secured by a special tax on the real property within the CFD. Board will approve any special tax bonds prior to placement on a ballot for voter consideration. The financed facilities do not need to be physically located within the CFD. As this type of financing is secured by the special tax lien upon the real property it does not obligate the District's general fund or other funds.

- ***Refunding Obligations.*** Pursuant to the Government Code and various other financing statutes applicable in specific situations, the Board is authorized to provide for the issuance of bonds for the purpose of refunding any long-term obligation of the District. Absent any significant non-economic factors, a refunding is required to meet the following test: 1) the refunding must produce a minimum net debt service savings (net of reserve fund earnings and other offsets, and taking transaction costs into account) of at least 3% of the par value of the refunded bonds on a net present value basis, using the refunding issue's True Interest Cost (TIC) as the discount rate, unless the Fire Chief determines that a lower savings percentage is acceptable for issues or maturities with short maturity dates, and 2) the final maturity of the original bonds cannot be extended unless expressly determined otherwise by the Board. Additionally, the Fire Chief may determine that there are other, compelling "non-economic" reasons (i.e. removal of onerous covenants, terms or conditions).
- ***Other Obligations.*** There may be special circumstances when other forms of debt are appropriate and may be evaluated on a case-by-case basis. Such other forms include, but are not limited to: bond anticipation notes, grant anticipation notes, lease revenue bonds, pension obligation bonds, etc.

Section 6: Structure and Term

Term of Debt – Debt will be structured for the shortest period possible, consistent with a fair allocation of costs to current and future users. The standard term of long-term debt borrowing is typically 10-40 years.

Consistent with its philosophy of keeping its capital facilities and infrastructure systems in good condition and maximizing a capital asset's useful life, the District will make every effort to set aside sufficient current revenues to finance ongoing maintenance needs and to provide reserves for periodic replacement and renewal. Generally, no debt will be issued for a period exceeding the useful life or average useful lives of projects to be financed.

Debt Repayment Structure – In structuring a bond issue, the District will manage the amortization of the debt and, to the extent possible, match its cash flow to the anticipated debt service payments. In addition, the District will seek to structure debt with aggregate level debt service payments over the life of the debt. Structures with unlevel debt service will be considered when one or more of the following exist:

- Such structuring is beneficial to the District's aggregate overall debt payment schedule.
- Such structuring will allow debt service to more closely match project revenues during the early years of the project's operation.

Bond Maturity Options – For each issuance, the District will select serial bonds or term bonds, or both.

Interest Rate Structure – The District currently issues securities on a fixed interest rate basis only. Fixed rate securities ensure budget certainty through the life of the issue and avoid the volatility of variable rates. The use of variable rate securities may be issued if authorized by the Board on a case-by-case basis.

Credit Enhancement – Credit enhancement may be used to improve or establish a credit rating on a District debt obligation. Types of credit enhancement include letters of credit, bond insurance and surety policies. The

Fire Chief will recommend the use of a credit enhancement if it reduces the overall cost of the proposed financing or if the use of such credit enhancement furthers the District's overall financial objectives.

Debt Service Reserve Fund – Debt service reserve funds are typically held by a Trustee to make principal and interest payments to bondholders in the event the pledged revenues are insufficient to do so. The District will fund debt service reserve funds when it is in the District's overall best financial interest. The District may decide not to utilize a reserve fund if the Fire Chief, in consultation with Bond Counsel and municipal advisor, determines there would be no adverse impact to the District's relevant existing legal provisions, credit rating and/or interest rates.

Per Internal Revenue Service rules, the maximum size of the reserve fund on tax-exempt bond issuance is the lesser of

- 10% of the initial principal amount of the debt;
- 125% of average annual debt service; or
- 100% of maximum annual debt service.

In lieu of holding a cash funded reserve, the District may substitute a surety bond or other credit instrument in its place. The decision to cash fund a reserve fund rather than to use a credit facility is dependent upon the cost of the credit instrument and the investment opportunities.

Call Options / Redemption Provisions – A call option or optional redemption provision gives the District the right to prepay or retire debt prior to its stated maturity date. This option may permit the District to achieve interest savings in the future through the refunding of the bonds. Often the District will pay a higher interest rate as compensation to the buyer for the risk of having the bond called in the future. In addition, if a bond is called, the holder may be entitled to a premium payment (call premium). Because the cost of call options can vary depending on market conditions, an evaluation of factors will be conducted in connection with each issuance. The Fire Chief shall evaluate and recommend the use of a call option on a case by case basis.

Section 7: Method of Issuance and Sale; Disclosure

Debt issues are sold to a single underwriter or to an underwriting syndicate, either through a competitive sale or a negotiated sale. A negotiated sale may involve the sale of securities to investors through an underwriter or the private placement of the securities with a financial institution or other sophisticated investor. The selected method of sale will be that which is most beneficial to the District in terms of lowest net interest rate, most favorable terms in financial structure, and market conditions. The Fire Chief will review conditions in conjunction with information and advice presented by the District's Financing Team.

Competitive Sales of Bonds – In a competitive sale, the terms of the debt will be defined by the District and the District's finance team, and the price of the debt will be established through a bidding process amongst impartial underwriters and/or underwriting syndicates. The issue is awarded to the underwriter judged to have submitted the best bid that offers the lowest true interest cost taking into account underwriting spread, interest rates and any discounts or premiums.

Negotiated Sale of Bonds – A method for sale for bonds, notes, or other financing vehicles in which the District selects in advance, based upon proposals received or by other means, one or more underwriters to work with it in structuring, marketing and finally offering an issue to investors. The negotiated sale method is often used when the issue is: a first-time sale by an issuer (a new credit), a complex security structure, such as variable rate

transaction, an unusually large issue, or in a highly volatile or congested market where flexibility as to bond sale timing is important.

Private Placement – A private placement is a variation of a negotiated sale in which the District, usually with the help of a placement agent will attempt to place the entire new issue directly with a single investor. The investor will negotiate the specific terms and conditions of the financing before agreeing to purchase the issue. Private placements are generally undertaken because the transaction is complex or unique, requiring direct negotiations with the investor, or because the issue is small or of a shorter duration and a direct offering provides economies of scale, lower interest costs and reduced continuing disclosure.

Derivative Products – Because of their complexity, unless otherwise amended, Derivative Products such as interest rate swaps, interest floaters, and other hybrid securities are prohibited by this Debt Management Policy.

Initial Disclosure Requirements – The District acknowledges its disclosure responsibilities. Under the guidance of Disclosure Counsel, the District will distribute or cause an underwriter to distribute its Preliminary Official Statement and final Official Statement (neither is typically required in a private placement, although in some cases a “private placement memorandum” may be required by the investor).

The Financing Team shall be responsible for soliciting “material” information (as defined in Securities and Exchange Board Rule 10b-5) from District departments and identifying contributors who may have information necessary to prepare portions of the Official Statement or who should review portions of the Official Statement. In doing so, the Financing Team shall confirm that the Official Statement accurately states all “material” information relating to the decision to buy or sell the subject bonds and that all information in the Official Statement has been critically reviewed by an appropriate person.

In connection with an initial offering of securities, the District and other members of the Financing Team will:

- Identify material information that should be disclosed in the Official Statement;
- Identify other persons that may have material information (contributors);
- Review and approve the Official Statement; and
- Ensure the District’s compliance, and that of its related entities, with federal and state security laws, including notification to the California Debt and Investment Advisory Board (“CDIAC”) of the proposed debt issue no later than 30 days prior to the sale of any debt issue, and submission of a final report of the issuance to the CDIAC by any method approved by the CDIAC.

The Financing Team shall critically evaluate the Official Statement for accuracy and compliance with federal and state securities laws. The approval of an Official Statement shall be placed on the Board agenda, and shall not be considered as a Consent Calendar item. The staff report will summarize the Board’s responsibilities with respect to the Official Statement and provide the Board the opportunity to review a substantially final Official Statement. The Board shall undertake such review as deemed necessary by the Board to fulfill the Board’s securities law responsibilities.¹

¹ The Securities and Exchange Board (the SEC), the agency with regulatory authority over the District’s compliance with the federal securities laws, has issued guidance as to the duties of the Board with respect to its approval of the POS. In it’s “Report of Investigation in the Matter of County of Orange, California as it Relates to the Conduct of the Members of the Board of Supervisors” (Release No. 36761 / January 24, 1996) (the “Release”), the SEC stated that, if a member of the Board has knowledge of any facts or circumstances that an investor would want to know about prior to investing in the bonds,

For any privately placed debt with no Official Statement, the final staff report describing the issue and such other documents will be provided to the Board for approval.

Section 8: Creditworthiness Objectives

Ratings are a reflection of the general fiscal soundness of the District and the capabilities of its management. Typically, the higher the credit ratings are, the lower the interest cost is on the District's debt issues. To enhance creditworthiness, the District is committed to prudent financial management, systematic capital planning, and long-term financial planning; however, the District also recognizes that external economic, natural, or other events may, from time to time, affect the creditworthiness of its debt.

The most familiar nationally recognized bond rating agencies are Standard and Poor's, Moody's Investors Service, and Fitch Ratings. When issuing a credit rating, rating agencies consider various factors, including, but not limited to:

- District's fiscal status;
- District's general management capabilities;
- Economic conditions that may impact the stability and reliability of debt repayment sources;
- District's general reserve levels;
- District's debt history and current debt structure;
- Project(s) being financed; and
- Covenants and conditions in the governing legal documents.

Bond Ratings – The Financing Team will assess whether a credit rating should be obtained for an issuance. The District typically seeks a rating from at least one nationally recognized rating agency on new and refunded issues being sold in the public market. The Fire Chief, working with the Financing Team, shall be responsible for determining which of the major rating agencies the District shall request provide a rating. When applying for a rating on an issue, the District and Financing Team shall prepare a presentation for the rating agency when the District determines that a presentation is in the best interests of the District.

Rating Agency Communications – The Fire Chief is responsible for maintaining relationships with the rating agencies that assign ratings to the District's various debt obligations. This effort shall include providing the rating agencies with the District's financial statements, if applicable, as well as any additional information requested.

Section 9: Post Issuance Administration

Notification to the CDIAC – The District shall work with Bond Counsel to submit a report of final sale to the CDIAC by any method approved by the CDIAC. The report shall include the information required by CDIAC.

Investment of Proceeds – The Fire Chief shall invest bond proceeds and reserve funds in accordance with each issue's indenture or trust agreement, utilizing competitive bidding when appropriate. All investments will be made in compliance with the District's investment policy objectives of safety, liquidity and then yield. The investment of bond proceeds and reserve funds shall comply with federal tax law requirements specified in the

whether relating to their repayment, tax-exempt status, undisclosed conflicts of interest with interested parties, or otherwise, he or she should endeavor to discover whether such factors are adequately disclosed in the Official Statement. In the Release, the SEC stated that the steps that a member of the Board would take include becoming familiar with the POS and questioning staff and consultants about the disclosure of such facts.

indenture or trust agreement and the tax certificate. Whenever reasonably possible, unexpended bond proceeds and reserve fund monies shall be held by the bank trustee. The trustee will be responsible for recording all investments and transactions relating to the proceeds and providing monthly statements regarding the investments and transactions.

Use of Bond Proceeds – The Fire Chief is responsible for ensuring debt proceeds are spent for the intended purposes identified in the related legal documents and that the proceeds are spent in the time frames identified in the tax certificate prepared by Bond Counsel. Whenever reasonably possible, proceeds of debt will be held by a third-party trustee and the District will submit written requisitions for such proceeds. The District will submit a requisition only after obtaining the signature of the Fire Chief. In those cases where it is not reasonably possible for the proceeds of debt to be held by a third-party trustee, the Fire Chief shall retain records of all expenditures of proceeds through the final payment date for the debt.

Continuing Disclosure – When required by Securities Exchange Board Rule 15c2-12(b)(5) (the “Rule”) the Fire Chief or designee will ensure the District’s annual financial statements and associated reports are posted on the District’s web site, and will also comply with the Rule by filing its annual financial statements, other financial and operating data and notices of enumerated events for the benefit of its bondholders on the Electronic Municipal Market Access (EMMA) website of the Municipal Securities Rulemaking Board (MSRB). The District shall submit an annual report to the CDIAC in compliance with the requirements of Government Code Section 8855 and related regulations.

Arbitrage Rebate Compliance and Reporting – The use and investment of bond proceeds must be monitored to ensure compliance with arbitrage restrictions. Existing regulations require that issuers calculate rebate liabilities related to any bond issues, with rebates paid to the Federal Government every five years and as otherwise required by applicable provisions of the Internal Revenue Code and regulations. The Fire Chief shall contract with a specialist to ensure that proceeds and investments are tracked in a manner that facilitates accurate complete calculations, and if necessary timely rebate payments.

Compliance with Other Bond Covenants – In addition to financial disclosure and arbitrage, the Fire Chief is also responsible for verifying compliance with all undertakings, covenants, and agreements of each bond issuance on an ongoing basis. This typically includes ensuring:

- Annual appropriation of revenues to meet debt service payments;
- Taxes/fees are levied and collected where applicable;
- Timely transfer of debt service payments to the trustee;
- Compliance with insurance requirements;
- Compliance with rate covenants; and
- Post-issuance procedures established in the tax certificate for any tax-exempt debt.

Retention – A copy of all relevant documents and records will be maintained by the District for the term of any bonds issued (including refunding bonds, if any), plus 10 years. Relevant documents and records will include sufficient documentation to support the requirements relating to the tax-exempt status.

Investor Relations – While the District shall post its annual financial report as well as other financial reports on the District’s website, this information is intended for the citizens of the District. Information that the District

intends to reach the investing public, including bondholders, rating analysts, investment advisors, or any other members of the investment community shall be filed on the EMMA system.

Additional requirements for financial statements – It is the District’s policy to hire an auditing firm that has the technical skills and resources to properly perform an annual audit of the District’s financial statements. More specifically, the firm shall be a recognized expert in the accounting rules applicable to the District and shall have the resources necessary to review the District’s financial statements on a timely basis.

Section 10: Training

To the extent that the District has outstanding debt subject to the Rule, the Fire Chief shall (i) ensure that the members of the District staff involved in the continuing disclosure process and the Board are properly trained to understand and perform their responsibilities, and (ii) arrange for disclosure training sessions conducted by the District’s Disclosure Counsel. Such training sessions shall include education on the applicable federal and state securities laws and the disclosure responsibilities and potential liabilities of members of the District’s staff and members of the Board.

RESOLUTION NO. 2021-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EBBETTS PASS FIRE PROTECTION DISTRICT APPROVING
AND ADOPTING A DEBT MANAGEMENT POLICY**

WHEREAS, the Board of Directors (the “Board”) of Ebbetts Pass Fire Protection District (the “District”) recognizes that cost-effective access to the capital markets depends on prudent management of the District’s debt program; and

WHEREAS, SB 1029 (amending Government Code section 8855) has been signed into law and imposes a new requirement on California local government agencies who will issue municipal debt; and

WHEREAS, Government Code section 8855(i) requires any issuer of public debt to provide to California Debt and Investment Advisory Commission (CDIAC) no later than 30 days prior to the sale of any debt issue a report of the proposed issuance (the “Report of Proposed Debt Issuance”), and must certify on the Report of Proposed Debt Issuance that they have adopted local debt policies concerning the use of debt and that the proposed debt issuance is consistent with those policies (the “CDIAC Requirements”); and

WHEREAS, the District expects to be an issuer of new debt in 2021 and thereafter within the meaning of SB 1029 and the CDIAC Requirements; and

WHEREAS, the Board wishes to set parameters for issuing debt, managing the debt portfolio and providing guidance to decision makers; and

WHEREAS, the Board hereby finds and determines that adoption of the attached Debt Management Policy (the “Debt Management Policy”) will help ensure that debt is issued and managed prudently in order to maintain sound fiscal policy, and is intended to also satisfy the requirements of SB 1029 and the CDIAC Requirements; and

NOW, THEREFORE BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE EBBETTS PASS FIRE PROTECTION DISTRICT THAT:

Section 1. Recitals and Findings. The Board hereby specifically finds and declares that all of the facts in the Recitals of this Resolution are true and correct.

Section 2. Adoption of Debt Management Policy. The Board hereby finds and declares that the proposed Debt Management Policy attached as Exhibit “A” hereto, is hereby approved as the official Ebbetts Pass Fire Protection District Debt Management Policy to be effective April 20, 2021.

Section 3. Authorized Official Actions. The President, Fire Chief, Secretary and all other officers of the District are hereby authorized and directed, jointly and severally, to do any and all things to effectuate the purposes of this Resolution and to implement and administer the Debt Management Policy.

Section 4. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

PASSED AND ADOPTED by the Board of Directors of the Ebbetts Pass Fire Protection District at a meeting thereof on the 20th day of April 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President

Secretary

| | |
|--|--|
| Ebbetts Pass Fire Protection District | Policy: 1210 |
| Subject: Debt - Unfunded Accrued Liability Management | Effective Date: draft Supersedes: Revision Date: |

Section 1. Purpose

The purpose of this Unfunded Accrued Liability Management Policy (the "Policy") is to strategically address the unfunded accrued liability (the "UAL") associated with the Ebbetts Pass Fire Protection District's (the "District") California Public Employees' Retirement System (CalPERS) pension plans (the "Pension Plans"). This Policy also addresses some of the principal elements and core parameters central to the policy objectives discussed in this Policy. In the development of this Policy, the District strives to reduce its UAL and the associated financing costs in the most cost-efficient and fiscally responsible manner possible.

The District is committed to fiscal sustainability by employing long-term financial planning efforts, maintaining appropriate reserve levels, and employing prudent practices in governance, management, budget administration, and financial reporting. This Policy is intended to make all relevant information readily available to decision-makers and the public to improve the quality of decisions, identify policy goals, and to demonstrate a commitment to long-term financial planning. Adherence to this Policy signals to rating agencies and capital markets that the District is well managed and able to meet its obligations in a timely manner.

The Policy is intended to reflect a reasonable, conservative approach with each generation of taxpayers financing, to the greatest extent possible, the cost of pension benefits accruing under the Pension Plans. This Policy recognizes that the Pension Plans are subject to market volatility and that actual economic and demographic experience of the plans will differ from the actuarial assumptions. Accordingly, it is intended to allow for adaptive responses to changing circumstances, providing flexibility to address such volatility in a financially sound manner. As such, the District will be required to continually monitor its Pension Plans and the corresponding UAL.

Section 2. Policy Goals and Objectives

The overarching goals and objectives of this Policy are as follows:

- Establish, attain, and maintain targeted pension plan funding levels
- Provide sufficient assets to permit the payment of all benefits under the Pension Plans
- Seek to manage and control future contribution volatility to the extent reasonably possible
- Strive to make Annual Discretionary Payments to accelerate UAL pay-down, reduce interest costs, and stabilize future payments
- Maintain the District's sound financial position and creditworthiness
- Provide guidance in making annual budget decisions
- Create sustainable and fiscally sound future budgets

- Demonstrate prudent financial management practices
- Ensure that pension funding decisions protect both current and future stakeholders
- Create transparency as to how and why the Pensions Plans are funded

Section 3. Background and Discussion

In General. Each Pension Plan is a multiple-employer defined benefit pension plan administered by the CalPERS. All full-time and certain part-time District employees are eligible to participate in the CalPERS retirement and disability benefits, annual cost of living adjustments and death benefits offered to plan members and their beneficiaries. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by state statute.

The financial objective of a defined benefit pension plan is to fund the long-term cost of benefits provided to the plan participants. In order to assure its financial soundness and sustainability, the plan should accumulate adequate resources in a systematic and disciplined manner over the active service life of benefitting employees. This Policy outlines the practices the District will utilize to address its actuarially determined contributions to fund the long-term cost of benefits to the Pension Plan participants and annuitants.

Pension Costs and Liabilities. In order to fund its employees' pension benefits, the District is required to make contributions (a portion of which may come from the employees) to CalPERS. CalPERS then invests these contributions to generate returns to help fund the pension benefits. The regular required contributions, known as the "normal cost," are calculated as a percent of salaries and represent the annual cost of service accrual for the upcoming fiscal year for active employees. If, for any reason, the actual Pension Plan experience and investment performance fall short of the actuarial assumptions, the Pension Plan can become underfunded, (i.e. the Pension Plan's Normal Accrued Liability exceeds the Plan's market value of assets). This shortfall is known as the Unfunded Accrued Liability (the "UAL") and usually has to be covered by the District through a series of UAL Payments, which are above and beyond the "normal cost" contributions. The UAL Payments are calculated in total dollar amounts, not as a percent of salaries.

The UAL can be caused by multiple factors, including but not limited to, changes to CalPERS' actuarial amortization policy, retroactive pension benefit enhancements, investment underperformance, actuarial assumption changes, demographic factors, and discount rate reductions.

UAL is Debt. The UAL balance at any given point in time is a debt of the District owed to CalPERS which is amortized over a set period of time with interest accruing at the present rate of 7%. However, this debt can be prepaid at any time without penalties. Recognizing the UAL as debt helps the District identify proper steps to address it and minimize the associated financing costs.

Ongoing CalPERS Practices. Every year CalPERS prepares updated actuarial valuation reports for each of the District's Pension Plans wherein it calculates the District's total pension liability as of the end of the prior fiscal year. If the investment performance during that fiscal year was different from the discount rate used by CalPERS, or if CalPERS made any changes to its actuarial assumptions, or if the

actual demographic or compensation experience within the Pension Plans was different from the actuarial assumptions, new line items, or UAL amortization “bases,” may be added to the UAL balance. Such UAL amortization bases may be positive (indicating funding shortfall for the Pension Plans) or negative (indicating funding surplus for the Pension Plans). Since CalPERS can add new UAL amortization bases every year, the Pension Plans must be monitored annually and managed continually – there is no one-time solution.

CalPERS has adopted the UAL amortization methods that were meant to help public agencies “ease into” paying for the UAL increases. New UAL amortization bases are implemented incrementally, with a five-year ramp-up period, and at times include additional small increases in each of the subsequent years. The ramp-up period, while reducing the impact in the near term, increases the overall UAL repayment costs for the District. Since the UAL balances accrue interest at the rate that is equal to the CalPERS discount rate (presently 7%), the delayed payments prior to the commencement of the amortization and the reduced payments during the ramp-up period that do not fully cover the interest costs result in negative amortization, causing further increases to the UAL balance. To help reduce the overall costs of the UAL repayment, this Policy encourages level annual payments (i.e., no ramp-up) whenever possible.

Section 4. Policy

A. **UAL Funding Objective of 95 Percent or Greater.** It is the District’s policy to strive to achieve and maintain a UAL funded level for each Pension Plan of at least 95%, but never dropping below 85%. Achieving and maintaining the 95% funded level ensures that the ongoing contributions of the District and its employees – and therefore the taxpayer funds – are properly funding the retirement benefits of today’s workers. This concept is commonly referred to as the intergenerational equity. Falling short of this funded level forces future taxpayers to pay the costs of the poor planning and execution of today’s Pension Plans. The reason for the funded level goal of 95% rather than 100% is to allow some cushion for the possibility that good investment returns in a given year might push the funded level of a Pension Plan above 100% (commonly referred to as “superfunded status”), which means that the District and its employees had contributed into the Pension Plan more than was necessary. Thus, while the District remains committed to the 100% funded level, it shall manage the 5% differential through its own investment process by creating the “Pension Rate Stabilization Fund” discussed below. Therefore, any UAL below the 95% funded level should be paid down as soon as possible.

Guidance: To achieve this Funding Objective, this Policy provides the following guidance:

1. **Pre-Pay the Entire Annual UAL Payment by July 31st of each year.** On or before July 1st of each year, the District receives its annual CalPERS UAL invoice. The District has two payments options. The invoice can be paid in equal monthly increments or be fully pre-paid at the beginning of the fiscal year by July 31st. By prepaying the entire invoice amount due by July 31st, the District can concurrently save 3.5% compared to making the monthly payments. As such, every effort should be made to pre-pay the UAL payment upon receipt of the annual invoice.
2. **Pre-Pay UAL from Reserves, One-Time Revenues and Fund Surpluses.** Reserves (often invested in LAIF) rarely earn returns that can offset the interest rate that CalPERS charges

on the outstanding UAL balance (presently 7%). Supplemental contributions into the Pension Plans from available reserves, one-time revenues and fund surpluses can generate substantial long-term net savings. Each supplemental contribution, referred to by CalPERS as an Additional Discretionary Payment (ADP), reduces the UAL balance, the Annual Required Contributions (ARC) for future years, and the total interest costs associated with the UAL. Therefore, during each budget cycle, the District staff shall review all available reserves, one-time revenues and fund surpluses to determine whether any such funds could be used to make an ADP to pay down the UAL, keeping in mind budgetary constraints and the prudence of maintaining adequate reserves, but balancing the fiscal soundness of eliminating the high-interest (presently, 7%) UAL debt. ADPs should not adversely affect the general operations and fiscal soundness of the District.

Additionally, reserve policies should take into consideration the possibility of financing capital improvement projects and major equipment purchases with low tax-exempt interest rate debt and weigh it against the interest costs related to having outstanding UAL.

3. **Utilize Savings Achieved from Refunding Outstanding Debt to Pre-Pay UAL.** During each budget cycle, the District staff should review all outstanding long-term debt of the District to determine whether a refunding of such debt might result in net present value savings of greater than 3%, and if so, consider a structure and strategy that frontloads the savings, which can then be used to pay down the UAL.
4. **Sources of Revenue.** All fees, rates and charges should incorporate full allocation of pension costs for employees providing associated services. While some funds cannot contribute more than their fair share (i.e., enterprise funds), they should not contribute less than their fair share. District staff shall review allocation of labor costs to proprietary and other funds to ensure full reimbursement of the pension cost burden. The District staff shall provide, or cause to be provided, consistent and well-documented methodology for pension cost allocation to all funds.
5. **Pension Obligation Bonds.** The District shall consider issuing pension obligation bonds (POBs) to refund the UAL, in part or in whole, if such bonds are expected to produce minimum cash flow savings of at least 5%, taking into account all debt service and costs of issuance associated with such bonds, in comparison to CalPERS' respective UAL amortization schedule and the then-current discount rate. POBs shall not utilize derivatives / swaps and should be structured with reasonable and flexible call provisions. POBs shall be used only to prepay the UAL liabilities, and shall not be used to finance normal cost payments. The issuance of POBs must be voted upon and approved by the Board.

To the extent directed by the Board after due consideration, annual savings achieved by issuing the POBs should be used to either (i) directly prepay new UAL amortization bases as they arise, (ii) make deposits into the Pension Rate Stabilization Fund, (iii) offset General Fund operational costs, and/or (iv) fund any other legally permissible activities of the District.

During each budget cycle, a recommendation for the actual savings allocation should be partially determined based upon CalPERS' latest actuarial valuation report and most recent

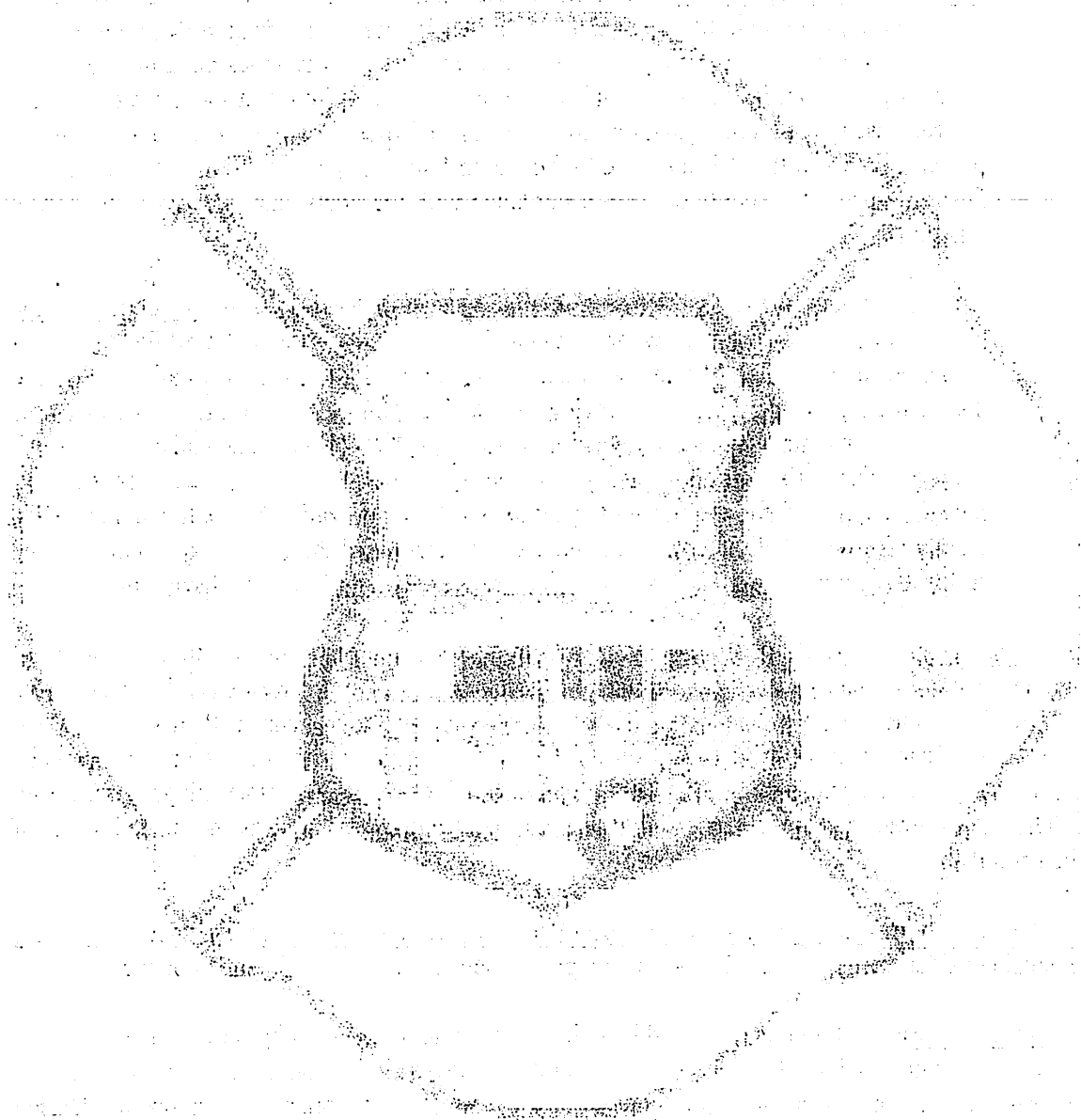
fiscal year investment returns. If the investment returns are below the discount rate, the District should allocate a higher portion of savings to fund future UAL costs (either making an ADP towards the newest bases first and/or making a deposit into the Pension Rate Stabilization Fund). Alternatively, if the investment returns are higher than the discount rate, then the District may allocate more of the savings to offset General Fund operational costs or to other uses.

6. **Pension Rate Stabilization Fund.** The District staff shall research and bring to Board for consideration the possibility of establishing a Pension Rate Stabilization Fund, either self-managed or a Section 115 trust fund managed by a third-party investment manager. The Pension Rate Stabilization Fund will have funds deposited into it at the discretion of the Board, based on recommendations made by the District staff during the annual budget process. Funds in the Pension Rate Stabilization Fund should only be used to manage the District's pension benefits costs in accordance with the goals and objectives set forth in this Policy.
7. **Annual Review of the CalPERS Actuarial Valuation Reports and Associated Tasks.** The District staff shall review or cause to be reviewed the annual CalPERS actuarial valuation reports within 30 days of their release by CalPERS, which usually takes place during the month of August. The review should focus on identifying the annual increases to the UAL and quantifying their cost implications. The District staff should annually reach out to the District's CalPERS actuary to request a calculation of flat payments (rather than ramp-up payments) for all outstanding and new UAL amortization bases. In making ADPs, the District staff shall determine or cause to be determined the optimal application of the ADPs to the outstanding UAL amortization bases to achieve desired budgetary outcomes.

B. Transparency and Reporting. Funding of the Pension Plans should be transparent to all stakeholders, including plan participants, annuitants, the Board, and District residents. To achieve this Policy objective, copies of the annual actuarial valuation reports for each Pension Plan shall be made available to the Board, and shall be posted on the District's website. The District's audited financial statements shall also be posted on the District's because they include, among other things, information on the District's current and future annual Pension Plan contributions as well as the funded status of each Pension Plan.

C. Annual Budget to Contain Policy Directed Information. The District's annual operating budget shall consider the items specified in this Policy for inclusion in each such annual budget.

D. Review of Policy. Funding a defined benefit pension plan requires a long-term horizon planning approach. This Policy is intended to provide general objectives and guidelines, which will require periodic review and constant update to consider changes in the District's financial position and Pension Plan funded status over time. As such, the Board will review this Policy at least every two years.



RESOLUTION NO. 2021-05

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EBBETTS PASS FIRE PROTECTION DISTRICT ADOPTING
AN UNFUNDED ACCRUED LIABILITY MANAGEMENT POLICY**

WHEREAS, the Board of Directors (the “Board”) of the Ebbetts Pass Fire Protection District (the “District”) is obligated by the Public Employees’ Retirement Law, commencing with Section 20000 of the Government Code of the State of California, as amended (the “Retirement Law”), to make payments to the California Public Employees’ Retirement System (“CalPERS”) relating to pension benefits accruing to current and former District employees who are CalPERS members, including retired employees (the “CalPERS Obligations”); and

WHEREAS, the District currently has an unfunded accrued liability (the “UAL”) in respect of the CalPERS Obligations; and

WHEREAS, the CalPERS Obligations, including the UAL, and all other aspects of the pension plan arrangements between CalPERS and the District, is evidenced by a contract or contracts with CalPERS with respect to public safety employees and miscellaneous employees of the District, as heretofore and hereafter amended from time to time (collectively, the “Pension Plans”); and

WHEREAS, the District is in the process of issuing municipal obligations that will generate proceeds to pay off a certain portion of the District’s current estimated UAL owed to CalPERS; and

WHEREAS, CalPERS provides the District with new actuarial valuations on an annual basis that calculates the District’s total pension liability as of the new valuation date; and

WHEREAS, on an annualize basis, it is possible that the District will incur new UAL costs if the District’s funded assets are not equivalent to the actuarially determined liability amounts; and

WHEREAS, the District desires to establish a framework for funding new UAL costs that may arise in the future with the objective of funding the Pension Plans at certain targeted levels of the total accrued liability, whenever possible; and

WHEREAS, to facilitate payment of future UAL costs in a timely manner and to reduce the risk that future UAL costs pose to the District’s financial position, the District desires to adopt the Unfunded Accrued Liability Management Policy, attached hereto (the “UAL Management Policy”); and

NOW, THEREFORE BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE EBBETTS PASS FIRE PROTECTION DISTRICT THAT:

Section 1. Recitals and Findings. The Board hereby specifically finds and declares that all of the facts set forth in the Recitals of this Resolution are true and correct.

Section 2. Adoption of UAL Management Policy. The Board hereby finds and declares that the UAL Management Policy, attached as Exhibit "A" hereto, is hereby approved and adopted as the official Ebbetts Pass Fire Protection District Unfunded Accrued Liability Management Policy to be effective April 20, 2021.

Section 3. Authorized Official Actions. The President, Fire Chief, Secretary and all other officers of the District are hereby authorized and directed, jointly and severally, to do any and all things to effectuate the purposes of this Resolution and to implement and administer the UAL Management Policy.

Section 4. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

PASSED AND ADOPTED by the Board of Directors of the Ebbetts Pass Fire Protection District at a meeting thereof on the 20th day of April 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President

Secretary