

Ebbetts Pass Fire District



**BOARD OF DIRECTORS
NOTICE OF REGULAR MEETING
Tuesday, September 18, 2018
1037 Blagen Road, Arnold
9:00 A.M.**

MEMBERS OF THE BOARD

**J. Scott McKinney, President Jon Dashner, Secretary
Michael Barr, Denny Clemens, Thomas Sullivan**

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: 8/21/18
 - 3.2. Acceptance of August 2018 Checks Listing and Authorize to File for Audit
 - 3.2.1. Monthly Budget Report
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 & McKinney)
 - 4.1.1. Proposed Final Budget Fiscal Year 2018-19
 - a. Board Discussion and Public Hearing
 - b. Resolution No. 2018-3: Adopting the Final Budget and an Appropriations Limit for the 2018-19 Fiscal Year
 - 4.2. **Personnel Committee** (Directors McKinney & Sullivan)
 - 4.3. **Fire Prevention Committee** (Directors Clemens & Sullivan)
 - 4.4. **Apparatus/Equipment Committee** (Directors Clemens & Sullivan)

NOTICE OF REGULAR MEETING – continued

September 18, 2018

5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
 - 5.1. County of Calaveras Office Of Auditor – Controller: District Signature Authorization
 - 5.2. Calaveras County Dispatch Service Contract: Rate Escalation FY18-19
 - 5.3. Ethics Training AB 1234: Calaveras LAFCO Sponsoring 2018 Ethics Training
 - 5.4. Board Governance Workshop Training: Training Offered in Murphys for Board Members and Fire Chiefs
 - 5.5. Calaveras County Clerk of the Board of Supervisors: 2018 Biennial Notice for Conflict of Interest Codes
 - 5.5.1. Policy 1040 Conflict of Interest: Update
 - 5.5.2. Resolution No. 2018-4: Resolution Adopting a Conflict of Interest Code and Appendix of Designated Positions
 - 5.6. Ebbetts Pass Fire District: Letter of Contribution for the “Heroes of October” Events in Santa Rosa, California
 - 5.7. Joint Powers Agreement of Calaveras County Fire Joint Powers Authority: Local Government Fire JPA
 - 5.7.1. Begin 30-day Review of the Calaveras County Fire Joint Powers Agreement
 - 5.8. Policy 1060 - Fire District Records: Retention and Disposition
 - 5.8.1. Begin 30-day Review of the Updated 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

August 21, 2018

Subject to Approval

1. The meeting was called to order at 9:00A.M. by President J. Scott McKinney and the Pledge of Allegiance was recited. Directors present: Denny Clemens, Jon Dashner, Scott McKinney and Thomas Sullivan.

District personnel present: Fire Chief Mike Johnson, Cheryl Howard
Aaron Downing, Rodney Hendrix
Shea Buhler, James Crabtree, Peter Ryan
Bryn Buhler, James Eaves, Rodney Rodr, Glenn Verkerk
Sean Bitner, Daniel Bredbenner, Will Koelzow, Ken Sherfey
Alex Kuhn

Others present: Michael Barr
Shannon Downing
Family Members of Rodney Hendrix, Peter Ryan, and Bryn Buhler

Media present: Charity Maness, Calaveras Enterprise

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

- 4.2.1. Promotional Recognition: Badge Pinning of Engineer Bryn Buhler, Captain Peter Ryan, and Battalion Chief Rodney Hendrix
Board President McKinney decided to move this item forward in the agenda.

Chief Mike Johnson introduced Bryn Buhler. He then noted some of the responsibilities of the Engineer position including equipment and tool readiness, apparatus operation and safety of emergency responders, and providing the water lifeline to firefighting personnel. He gave Bryn an opportunity to speak and she noted it had been a long road to the position and she thanked all those firefighters and officers that had helped her prepare. Bryn then had her husband, Shea Buhler, pin on her Engineer badge.

Chief Johnson then had Pete Ryan come forward and he noted a few of the qualities for a Captain. He noted the captain exercised supervisor responsibility in the fire service being charged with crew oversight and safety at the very place where the boots meet the ground. He commended Pete noting that he would be mentoring and grooming many persons to become fully qualified firefighters. Pete's wife, Teglene, then pinned the Captain's badge onto Captain Pete Ryan.

Chief Johnson then asked Rodney Hendrix to come forward. Chief Johnson noted that the new role for Rodney Hendrix as a Battalion Chief added to his responsibilities and was a much more global view with having to think of the next emergency and not just the one he was currently on. There would be complex incidents and other challenges but he believed Rodney would meet them very well. Battalion Chief Rodney Hendrix asked his mother to pin his new Battalion Chief badge on him.

A 2-minute recess was called in order to allow family members to leave if they wanted.

3. CONSENT ITEMS

3.1. Mr. Sullivan made a motion to approve Consent items 3.1 and 3.2. Mr. Dashner asked about the replacing of the downed light pole and Chief Johnson replied that the insurance payment had already been received in 2017-18 but the invoice for the work had not arrived until the new fiscal year 2018-19. Chief Johnson also noted that the money had already been received for the work. Mr. Dashner seconded; the motion passed 4-0 (AYES: Clemens, Dashner, McKinney, Sullivan).

4. COMMITTEE REPORTS

4.1. Finance Committee (Directors Dashner & McKinney)

Chief Johnson reported the County Auditor had not yet supplied the tax revenue for fiscal year 2018-19. He added that there should be a revenue increase and that he planned to present the budget for Board approval during its September meeting.

Mr. Sullivan requested to have on the next month's Finance Committee and Board agendas a topic for discussion regarding the CA Dept of Forestry clearance laws on all lots above 4,000 feet in elevation.

4.2. Personnel Committee (Directors McKinney & Sullivan)

No report.

4.3. Fire Prevention Committee (Directors Clemens & Sullivan)

Chief Johnson reported that a County 5-point checklist for setback was reportedly available but he has not seen it yet.

4.4. Apparatus/Equipment Committee (Directors Clemens & Sullivan)

Chief Johnson reported that the District's Fleet Manager was preparing options for utility vehicle replacement.

5. Scheduled Items:

- 5.1. Board Vacancy: Review Applicant Information and Appoint to Fill Board Vacancy
Chief Johnson reported that the notices regarding the vacancy on the District's Board of Directors had been posted in several places around the District. There had been only one person that had expressed interest, prepared the responses to the questionnaire, and turned it in. He noted that Mike Barr's response had been included in the Board's packet for their consideration. Mr. Dashner made a motion to accept and appoint Michael Barr to the EPFD Board of Directors. Mr. Sullivan seconded; motion passed 4-0 (AYES: Clemens, Dashner, McKinney, Sullivan). Mr. Barr then joined the Board.
- 5.2. Calaveras County Dispatch Service Contract: Rate Escalation FY 2018-19
Chief Johnson noted that this was letter sent to notify the District of the increased rate during this fiscal year. He added that the first quarter of 2019 was when it was scheduled for the districts to see a draft of the guidelines for dual dispatching. He also noted the difficulty of talking with the Sheriff's Office on the radio.
- 5.3. EPFD Commendation for Outstanding Performance – Bart Rush, EPFD Chaplain
Chief Johnson noted that he was thankful for all of the District staff during the preparation and organizing of the Memorial for Dan Leary yet he would like the Board to consider a commendation for Chaplain Bart Rush. The consensus of the Board was to approve the signing and sending of the commendation letter.
- 5.4. Calaveras County Board of Supervisors Proclamation Honoring the Service of Dan Leary to the Ebbetts Pass Fire Protection District and the Greater Arnold Area
Chief Johnson noted that he had included the Board of Supervisor's Proclamation for the Board's information. Mr. McKinney added that the original was being framed for Dan's wife Tess along with one for the Moose Lodge.
- 5.5. Thank You Cards from Dan Leary's Family Thanking the District for his Service
Mr. McKinney noted the letters and thanked the District's personnel and staff for their work for Dan Leary's Memorial.

6. REPORTS**6.1. Administrative Report**

Chief Johnson reported that the Parrots Fire on August 5th had raised attention levels for similar high threat areas. He noted that top CalFire personnel filling key pieces for the initial attack on the fire helped greatly with its seemingly quick ending.

He noted that he was in the process of vetting folks for the open firefighter position and working to make contact with the persons on the eligibility list.

6.2. Legislative Report

Chief Johnson noted the Legislature had returned to session August 6th. One of the bills being considered was AB2118 which looks to reform GEMT/IGT public

healthcare subsidies. Another is SB523 which was to remove governmental agencies from the payer mix reallocation pool. Yet another is SB845 water tax that was a hot topic of discussion at the recent EPPOC meeting.

6.3. Fire Prevention

Chief Johnson noted that Joan Lark was in the process of writing citations.

6.4. Administrative - EMS

Chief Johnson noted that a new style of industry-standard narcotics safe was being examined for installation in the new ambulance. He also noted that Engineer Bryn Buhler was working closely with a grant opportunity for defibrillators for the District's five ambulances.

7. **COMMENTS, QUESTIONS, CONSIDERATIONS**

7.1. Board Members – Mr. Barr thanked everyone for their support on his appointment to the Board of Directors.

Mr. Dashner thanked everyone for their efforts toward the Leary Memorial and noted that all the comments he had heard regarding the event had been positive.

7.2. Firefighters Association – Glenn Verkerk reported that this year had been the second highest gross receipts for the annual raffle fundraiser. He added that the barbeque had went well and thanked the Board members for their support and their work at Association events.

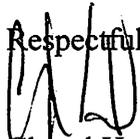
7.3. Employees' Group – Rodney Rodr thanked the Board members for their support.

7.4. Public Comments – Charity Maness of the Calaveras Enterprise asked for notification regarding the District's Finance Committee meetings as she would like to attend.

8. **ADJOURNMENT**

Mr. Sullivan made a motion to adjourn. Mr. Barr seconded; motion passed unanimously.
9:54 A.M.

Respectfully submitted,



Cheryl Howard
District Secretary

REVENUE ACCOUNT SUMMARY SHEET - Aug 2018

| ACCOUNT | No. | BUDGETED | RECEIVED Month | Year-To-Date | % Received Year-To-Date |
|---|------|------------------|-------------------|----------------|----------------------------|
| Fire Operations: | | | | | |
| Property Tax - Current Secured | 4010 | 1,796,008 | 0.00 | - | 0% |
| Administrative Fee (SB2557) | 4013 | (34,000) | 0.00 | - | 0% |
| Unitary Tax | 4015 | 39,050 | 0.00 | - | 0% |
| Supplemental Tax - Current Secured | 4017 | 28,284 | 0.00 | - | |
| Property Tax - Current Unsecured | 4020 | 24,755 | 0.00 | - | 0% |
| Supplemental Tax - Current Unsecured | 4027 | 444 | 0.00 | - | |
| Prior Unsecured Taxes | 4040 | 625 | 0.00 | - | 0% |
| Transient Occupancy Taxes | 4072 | - | 0.00 | - | |
| Interest | 4300 | - | 0.00 | - | |
| State Grants | 4455 | - | 0.00 | - | |
| HOPTR | 4463 | 23,424 | 0.00 | - | 0% |
| Timber Tax | 4465 | 15 | 0.00 | - | 0% |
| State Aid for Public Safety | 4472 | | 0.00 | - | |
| Grant | 4505 | - | 0.00 | - | |
| Reimbursement - Personnel | 4542 | 30,000 | 0.00 | - | 0% |
| Reimbursement - Equipment | 4543 | 5,000 | 0.00 | - | |
| HazMat Release Response Plan | 4592 | - | 0.00 | 0.00 | |
| Report Fees | 4593 | - | 0.00 | 15.00 | |
| Administrative Costs - Eng. Para. Reimb | 4603 | 18,114 | 0.00 | - | 0% |
| Administrative Costs - Sta. 3 A Reimb | 4603 | 41,460 | 0.00 | - | 0% |
| Charges for Current Service (hydrants) | 4679 | 10,500 | 0.00 | - | 0% |
| Other Refund - Prior Year Taxes | 4684 | - | 0.00 | - | |
| Training Fees | 4689 | - | 0.00 | 25.00 | |
| Gifts/Donations | 4707 | - | 0.00 | - | |
| Refund - Misc. | 4708 | - | 127.00 | 239.00 | |
| Staledated Checks | 4710 | - | 0.00 | - | |
| Other Revenue | 4712 | - | 3207.96 | 3,207.96 | |
| Miscellaneous Revenue | 4713 | 500 | 0.00 | - | |
| Refunds - Insurance | 4743 | - | 0.00 | - | |
| Sale of Surplus Property | 4800 | - | 0.00 | - | |
| Total | | 1,984,179 | 3,334.96 | 3486.96 | 0% |

| ACCOUNT | No. | BUDGETED | RECEIVED Month | Year-To-Date | % Received Year-To-Date |
|------------------------------|------|----------------|-------------------|--------------|----------------------------|
| EMS/Paramedic Program | | | | | |
| Special Tax | 4077 | 362,276 | 0.00 | 0.00 | 0% |
| Refunds - Insurance | 4743 | - | 0.00 | 0.00 | |
| Total | | 362,276 | 0.00 | 0.00 | 0% |

| ACCOUNT | No. | BUDGETED | RECEIVED Month | Year-To-Date | % Received Year-To-Date |
|-------------------------------|------|------------------|-------------------|------------------|----------------------------|
| Station 3 AMBULANCE A | | | | | |
| Special Tax | 4077 | 829,213 | 0.00 | 0.00 | 0% |
| Other Programs - State (GEMT) | 4479 | 9,000 | 0.00 | 0.00 | 0% |
| State Other Aid (IGT) | 4580 | 1,000 | 0.00 | 0.00 | 0% |
| EMS Transport Revenue | 4660 | 650,000 | 113,481.12 | 115,215.49 | 18% |
| Refunds - Insurance | 4743 | - | 0.00 | 0.00 | |
| Total | | 1,489,213 | 113481.12 | 115215.49 | 8% |

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - AUGUST 2018

| ACCOUNT | No. | BUDGET | Month | Year-To-Date | ACCOUNT BALANCE | % Disbursed Year-To-Date |
|-----------------------------------|----------------|------------------|-------------------|-------------------|---------------------|--------------------------|
| SALARIES & BENEFITS | 5001.1- | | | | | |
| Salaries/Wages | -.001 | 979,000 | 80,920.32 | 156,417.89 | 822,582.11 | 16% |
| Extra Hire | -.002 | 10,000 | 0.00 | 0.00 | 10,000.00 | 0% |
| Extra Hire - Intern | -.003 | 40,000 | 2,498.41 | 4,646.39 | 35,353.61 | 12% |
| ST/TF FF Payments | -.004 | 30,000 | 2,239.86 | 2,629.76 | 27,370.24 | 9% |
| Volunteer FF Relief | -.005 | 40,000 | 1,844.21 | 1,844.21 | 38,155.79 | 5% |
| Retirement | -.050 | 163,655 | 14,774.81 | 28,259.33 | 135,395.67 | 17% |
| Group Insurance | -.055 | 188,646 | 13,399.04 | 36,648.61 | 151,997.39 | 19% |
| Uniform Allowance | -.062 | 3,600 | 0.00 | 1,409.78 | 2,190.22 | 39% |
| SERVICES & SUPPLIES | 5111.1- | | | | | |
| Safety Clothing | -.111 | 10,000 | 551.38 | 697.54 | 9,302.46 | 7% |
| Safety Equipment | -.115 | 6,000 | 330.55 | 676.48 | 5,323.52 | 11% |
| Communications-Radios | -.121 | 7,000 | 0.00 | 0.00 | 7,000.00 | 0% |
| Communications-Phone | -.124 | 12,000 | 1,150.15 | 2,336.40 | 9,663.60 | 19% |
| Food - Fire Line Meals | -.131 | 1,200 | 277.08 | 415.04 | 784.96 | 35% |
| Housekeeping | -.141 | 8,000 | 583.30 | 1,182.54 | 6,817.46 | 15% |
| Insurance-Prop/Liability | -.151 | 11,000 | 12,000.00 | 12,000.00 | (1,000.00) | 109% |
| Insurance-Workers Comp | -.153 | 61,215 | 0.00 | 60,246.76 | 968.24 | 98% |
| Maintenance-Apparatus | -.181 | 37,550 | 13,595.42 | 14,859.27 | 22,690.73 | 40% |
| Maintenance-Utilities | -.182 | 8,250 | 1,138.12 | 1,153.14 | 7,096.86 | 14% |
| Building Maintenance | -.201 | 12,500 | 592.94 | 4,544.32 | 7,955.68 | 36% |
| Emergency Care/Rescue | -.211 | 1,275 | 0.00 | 0.00 | 1,275.00 | 0% |
| Memberships | -.221 | 7,055 | 0.00 | 400.00 | 6,655.00 | 6% |
| Office Expense | -.241 | 12,050 | 328.90 | 1,141.86 | 10,908.14 | 9% |
| Office Expense-Postage | -.243 | 1,000 | 73.12 | 73.12 | 926.88 | 7% |
| Office Expense-Copies | -.245 | 1,500 | 94.03 | 207.35 | 1,292.65 | 14% |
| Professional Services | -.271 | 12,000 | 12,655.80 | 15,557.30 | (3,557.30) | 130% |
| Small Tools/FF Equipment | -.401 | 13,000 | 2,882.37 | 2,917.91 | 10,082.09 | 22% |
| Small Tools-Hose/SCBA | -.402 | 9,000 | 175.79 | 206.66 | 8,793.34 | 2% |
| Special District Expense | -.411 | 17,000 | 1,483.60 | 1,913.65 | 15,086.35 | 11% |
| SDE--Health Maintenance | -.412 | 4,000 | 322.00 | 322.00 | 3,678.00 | 8% |
| Training | -.422 | 5,000 | 59.26 | 742.26 | 4,257.74 | 15% |
| Travel/Education | -.478 | 9,000 | 0.00 | -55.00 | 9,055.00 | -1% |
| Transportation Fuel | -.480 | 20,000 | 1,738.78 | 2,927.51 | 17,072.49 | 15% |
| Utilities - Water/Sewer | -.501 | 10,280 | 0.00 | 1,535.04 | 8,744.96 | 15% |
| Utilities - Electrical | -.504 | 13,500 | 892.27 | 1,729.97 | 11,770.03 | 13% |
| Utilities - Propane | -.505 | 17,150 | 0.00 | 479.79 | 16,670.21 | 3% |
| LAFCO Fee | 5627 | 2,797 | 0.00 | 2,796.82 | 0.18 | 100% |
| FIXED ASSETS | | | | | | |
| Building Fund: Structures | 5640 | 211,698 | 0.00 | 0.00 | 211,698.00 | 0% |
| Equipment | 5701 | - | 0.00 | 0.00 | - | #DIV/0! |
| Fire Operation Fund Totals | | 1,996,921 | 166,601.51 | 362,863.70 | 1,634,057.30 | 18% |

CHECKS ISSUED LISTING - August 2018 FIRE OPERATIONS

| Check No. | PAID TO | PURPOSE | AMOUNT |
|--|--|----------------------------|-------------|
| 5001.1.001: SALARIES | | | |
| | 13979, 14055 Payroll / Statutory Elective Withholding | | \$73,336.20 |
| | 13979, 14055 Paychex Fee | employer cost | \$307.69 |
| 1055870, 1056580 | PARS | EE withholding | \$225.08 |
| | 13980, 14056 EPFF Local #3581 | dues and meals withholding | \$780.00 |
| | 14064 PERS | employee/employer | 6,271.35 |
| 5001.1.002: EXTRA HIRE | | | none issued |
| 5001.1.003: EXTRA HIRE - INTERNS | | | |
| | 13979, 14055 Payroll / Statutory Elective Withholding | | \$2,313.71 |
| 1055870, 1056580 | Paychex Fee | employer cost | \$184.70 |
| 5001.1.004: ST/TF Firefighter Payment | | | |
| | 13979, 14055 Payroll / Statutory Elective Withholding | | \$2,239.86 |
| 1055870, 1056580 | Paychex Fee | employer cost | \$0.00 |
| 5001.1.005: Volunteer Firefighter Response/Relief | | | |
| | 13979, 14055 Payroll / Statutory Elective Withholding | | \$861.89 |
| 1055870, 1056580 | Paychex Fee | employer cost | \$116.38 |
| 1055822, 1057173 | PARS | trust administration | \$865.94 |
| 5001.1.050: RETIREMENT (PERS) | | | |
| | 14064 PERS | employer portion | \$9,960.10 |
| | 14064 PERS | unfunded liability | \$4,815.71 |
| 5001.1.055: GROUP INSURANCE | | | |
| | 1057168 FDAC-EBA | med/vis/den/life ins prem | \$1,198.14 |
| | 1056458 SDRMA-Employee Benefit Service - medical premium | | \$11,398.50 |
| | 1056449 Hometown Health | medical premium | 875.00 |
| | 13979, 14055 Supplemental Life Premium Withholding | | (\$72.60) |
| 5001.1.062: UNIFORM ALLOWANCE | | | none issued |
| 5111.1.111: SAFETY CLOTHING | | | |
| | 14018 Matt O'Donnell | reimburse wildland boots | \$375.38 |
| | 1057172 Petty Cash | uniform tees purchased | (\$38.00) |
| | 1057174 Scott's PPE Recon Inc | clean/repair safety gear | \$214.00 |

CHECKS ISSUED LISTING - August 2018 FIRE OPERATIONS

5111.1.115: SAFETY EQUIPMENT

| | | |
|-----------------|---------------------|----------|
| 1055824 US Bank | badges, collar pins | \$330.55 |
|-----------------|---------------------|----------|

5111.1.121: COMMUNICATIONS: RADIOS

none issued

5111.1.124: COMMUNICATIONS: TELEPHONE

| | | |
|--------------------------|-----------------------------|----------|
| 1057165 AT&T | local service Sta. 2 | \$166.58 |
| 1057165 AT&T | local service Sta. 4 | \$180.22 |
| 1057166 Comcast | phone/internet Sta. 1 | \$309.30 |
| 1057304 Comcast | phone/internet Sta. 2 | \$121.55 |
| 1057169 Fox Security | alarm monitoring Sta. 1 & 2 | \$120.00 |
| 1057309 Verizon Wireless | cellular service | \$252.50 |

5111.1.131: FOOD/FIRE LINE MEALS

| | | |
|--------------------|-------------------------------|----------|
| 1055824 US Bank | FF meals, pizza | \$210.68 |
| 1057172 Petty Cash | lunches during vehicle pickup | \$66.40 |

5111.1.141: HOUSEHOLD EXPENSE

| | | |
|--------------------------------|--------------------|----------|
| 1055813 Anchor Pest Control | pest control | \$120.00 |
| 1056442 CA Waste Recovery | trash removal | \$187.36 |
| 1056447 Ebbetts Pass Lumber Co | household supplies | \$118.06 |
| 1057164 AmeriPride | towel service | \$157.88 |

5111.1.151: INSURANCE: PROPERTY/LIABILITY

| | | |
|---------------|--------------------------|-------------|
| 1055817 FAIRA | annual liability premium | \$12,000.00 |
|---------------|--------------------------|-------------|

5111.1.153: INSURANCE: WORKER'S COMPENSATION

none issued

5111.1.181: MAINTENANCE: APPARATUS

| | | |
|---------------------------------|------------------------------------|------------|
| 1055818 Hi-Tech EVS, Inc. | U1006: repl airbags, rebuild valve | \$1,587.30 |
| 1055818 Hi-Tech EVS, Inc. | U1003: rebuild valve/disch; pump | \$4,338.79 |
| 1055820 Mello Truck Repair Co | U1003: BIT, leaf sprg; batt, idle | \$5,999.95 |
| 1056441 Arnold Auto Supply | U1006: oil/fuel filters, delo | \$399.86 |
| 1056445 Arnold Tire & Auto Care | U8001: mount tires; disp fee | \$312.53 |
| 1056455 Sam Berry Towing | U1002: tow to Mello Truck | \$593.75 |
| 1057167 Arnold Tire & Auto Care | U1001: mount tires, disp fee | \$168.00 |
| 1057305 Arnold Tire & Auto Care | U1006: mount tires, disp fee | \$150.00 |
| 1057303 Bryn Buhler | U1002: reimb mile Mello to Sta.1 | \$45.24 |

CHECKS ISSUED LISTING - August 2018 FIRE OPERATIONS

5111.1.182: MAINTENANCE: UTILITIES

| | | |
|---------------------------------|-----------------------------------|------------|
| 1056441 Arnold Auto Supply | U3015: oil and oil filter | \$27.91 |
| 1040259 Sonora Ford | U3019: repair high fuel pressure | \$175.00 |
| 1056457 Arnold Tire & Auto Care | U3020: mount two tires | \$215.96 |
| 1040261 Sonora Ford | U3018: repair EGR sensor | \$337.43 |
| 1040630 Arnold Automotive | U3016: repair after fire-pwr strg | \$381.82 |
| | | \$1,138.12 |

5111.1.201: BUILDING & GROUNDS MAINTENANCE

| | | |
|----------------------------|------------------------------|----------|
| 1056441 Arnold Auto Supply | Sta. 1 generator batteries | \$204.06 |
| 1057306 Gold Electric Inc. | replace/repair in-ground box | \$388.88 |

5111.1.211: EMERGENCY CARE

none issued

5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS

none issued

5111.1.241: OFFICE EXPENSE

| | | |
|--------------------------------|-------------------------------------|----------|
| 1055824 US Bank | spam blkr, paper, maleware | \$193.49 |
| 1056447 Ebbetts Pass Lumber Co | office supplies | \$30.69 |
| 1057172 Petty Cash | notary, easels, tape | \$30.53 |
| 1057308 Staples | ink/toner cartridge, sheet protectr | \$74.19 |

5111.1.243: OFFICE EXPENSE: POSTAGE

| | | |
|--------------------|------------------------------|---------|
| JE Calaveras Co | mailing of checks | |
| 1055824 US Bank | stamps | \$58.00 |
| 1057172 Petty Cash | 20.679 gallon diesel for amb | \$15.12 |

5111.1.245: OFFICE EXPENSE: COPIES

| | | |
|------------------------------|--------------------|---------|
| 1056460 Zoom Imaging Systems | copier maintenance | \$94.03 |
|------------------------------|--------------------|---------|

5111.1.271: PROFESSIONAL SERVICES

| | | |
|----------------------|----------------|-------------|
| 1055821 Nossaman LLP | legal services | \$12,655.80 |
|----------------------|----------------|-------------|

5111.1.401: SMALL TOOLS/FF EQUIPMENT

| | | |
|--------------------------------|-------------------------------|------------|
| 1055819 Kroeck Specialties | pickets & picket pounder | \$301.00 |
| 1055824 US Bank | ear plugs, acct tags/passport | \$160.45 |
| 1056448 Hi-Tech EVS, Inc. | repair Hurst Tools | \$2,405.49 |
| 1056447 Ebbetts Pass Lumber Co | cascade system fuse cart | \$15.43 |

5111.1.402: SMALL TOOLS: HOSE / SCBA

| | | |
|--------------------|--------------|----------|
| 1057171 L N Curtis | SCBA bracket | \$175.79 |
|--------------------|--------------|----------|

CHECKS ISSUED LISTING - August 2018 FIRE OPERATIONS

5111.1.411: SPECIAL DISTRICT EXPENSE

| | | |
|------------------------------------|----------------------------------|----------|
| 1055824 US Bank: SAMBA | EPN reporting | \$47.39 |
| 1055824 US Bank | flowers Dan's family | \$144.22 |
| 1056441 Arnold Auto Supply | plasti-dip black spray | \$64.29 |
| 1056454 Pete Ryan | reimburse bunting | \$448.91 |
| 1056454 Pete Ryan | reimburse maltese flower arrange | \$214.50 |
| 1056447 Ebbetts Pass Lumber Co | US Flags, hangers, board | \$84.29 |
| 1057172 Petty Cash | boat/trailer registration | \$30.00 |
| 1057177 Glenn Verkerk | reimburse sound system | \$100.00 |
| JE CalCo Environmental Health Dept | CUPA oversight fee | \$350.00 |

5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

| | | |
|-----------------------------------|-----------|----------|
| 1056456 Sonora Reginal Med Center | physicals | \$322.00 |
|-----------------------------------|-----------|----------|

5111.1.422: TRAINING

none issued

5111.1.478: TRAVEL/EDUCATION/TRAINING

none issued

5111.1.480: TRANSPORTATION FUEL

| | | |
|----------------------------------|---------------------|------------|
| 1056446 Ebbetts Pass Gas Service | gasoline and diesel | \$1,738.78 |
|----------------------------------|---------------------|------------|

5111.1.501: UTILITIES: WATER/SEWER

none issued

5111.1.504: UTILITIES: ELECTRICITY

| | | |
|---------|-------------|----------|
| JE CPPA | electricity | \$892.27 |
|---------|-------------|----------|

5111.1.505: UTILITIES: PROPANE

none issued

5627 F: LAFCO Fee

none issued

5640 F: STRUCTURES

none issued

5701 F: EQUIPMENT

none issued

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - AUG 2018

| ACCOUNT | No. | BUDGET | Month | Year-To-Date | ACCOUNT BALANCE | % Disbursed Year-To-Date |
|--|-------------|---------|------------------|--------------|-----------------|--------------------------|
| SALARIES & BENEFITS | 5001 | | | | | |
| Salaries/Wages | -.001 | 293,511 | 25,312.47 | 56,487.48 | 237,023.52 | 19% |
| Retirement | -.050 | 64,248 | 6,030.57 | 11,834.76 | 52,413.24 | 18% |
| Group Insurance | -.055 | 80,771 | 6,344.26 | 15,087.07 | 65,683.93 | 19% |
| Uniform Allowance | -.062 | 1,200 | 0.00 | 600.00 | 600.00 | 50% |
| SERVICES & SUPPLIES | 5111 | | | | | |
| Safety Clothing | -.111 | 2,728 | 0.00 | 0.00 | 2,728.00 | 0% |
| Safety Equipment | -.115 | 1,000 | 79.37 | 79.37 | 920.63 | 8% |
| Communications-Radios | -.121 | 1,000 | 0.00 | 0.00 | 1,000.00 | 0% |
| Communications-Phone | -.124 | 615 | 50.18 | 100.36 | 514.64 | 16% |
| Housekeeping | -.141 | 1,900 | 111.15 | 190.09 | 1,709.91 | 10% |
| Insurance-Prop/Liability | -.151 | 2,204 | 2,250.00 | 2,250.00 | (46.00) | 102% |
| Insurance-Workers Comp | -.153 | 17,050 | 0.00 | 17,050.00 | - | 100% |
| Maintenance-Apparatus | -.181 | 1,900 | 1,556.18 | 1,556.18 | 343.82 | 82% |
| Building Maintenance | -.201 | - | 0.00 | 0.00 | - | |
| Emergency Care/Rescue | -.211 | - | 0.00 | 0.00 | - | |
| Office Expense | -.241 | - | 0.00 | 0.00 | - | |
| Office Expense-Copies | -.245 | - | 0.00 | 0.00 | - | |
| Professional Services | -.271 | 2,200 | 0.00 | 0.00 | 2,200.00 | 0% |
| Small Tools/FF Equipment | -.401 | - | 0.00 | 0.00 | - | |
| Small Tools-Hose/SCBA | -.402 | 500 | 0.00 | 0.00 | 500.00 | 0% |
| Special District Expense | -.411 | 700 | 6.00 | 14.07 | 685.93 | 2% |
| SDE--Health Maintenance | -.412 | 3,000 | 0.00 | 127.00 | 2,873.00 | 4% |
| SDE--Administration Fee | -.413 | 18,114 | 0.00 | 0.00 | 18,114.00 | 0% |
| Training | -.422 | 1,500 | 59.26 | 59.26 | 1,440.74 | 4% |
| Travel/Education | -.478 | 2,700 | 0.00 | 0.00 | 2,700.00 | 0% |
| Transportation Fuel | -.480 | 6,500 | 430.99 | 931.07 | 5,568.93 | 14% |
| SPECIAL TAX HANDLING FEE | 5411 | 3,623 | | 0.00 | 3,623.00 | 0% |
| Engine Paramedic Program Totals | | 506,964 | 42,230.43 | 106,366.71 | 400,597.29 | 21% |

CHECKS ISSUED LISTING - August 2018 ENGINE PARAMEDIC

| Check No. | PAID TO | PURPOSE | AMOUNT |
|--|--|----------------------------|--------------------|
| 5001.2.001: SALARIES | | | |
| 13979, 14055 | Payroll / Statutory Elective Withholding | | \$23,101.69 |
| 13979, 14055 | Paychex Fee | employer cost | \$71.00 |
| 1055870, 1056580 | PARS | EE withholding | \$0.00 |
| 13980, 14056 | EPFF Local #3581 | dues and meals withholding | \$390.00 |
| 14064 | PERS | employee/employer | 1,749.78 |
| 5001.2.050: RETIREMENT (PERS) | | | |
| 14064 | PERS | employer portion | \$3,424.52 |
| 14064 | PERS | unfunded liability | \$2,606.05 |
| 5001.2.055: GROUP INSURANCE | | | |
| 1057168 | FDAC-EBA | med/vis/den/life ins prem | \$386.00 |
| 1056458 | SDRMA-Employee Benefit Service - medical premium | | \$5,980.26 |
| 13979, 14055 | Supplemental Life Premium Withholding | | (\$22.00) |
| 5001.2.062: UNIFORM ALLOWANCE | | | <i>none issued</i> |
| 5111.2.111: SAFETY CLOTHING | | | <i>none issued</i> |
| 5111.2.115: SAFETY EQUIPMENT | | | |
| 1055824 | US Bank | badge | \$79.37 |
| 5111.2.121: COMMUNICATIONS: RADIOS | | | <i>none issued</i> |
| 5111.2.124: COMMUNICATIONS: TELEPHONE | | | |
| 1057166 | Comcast | monthly service - 1 line | \$50.00 |
| 1057309 | Verizon Wireless | monthly service - E435 | \$0.18 |
| 5111.2.131: FOOD/FIRE LINE MEALS | | | <i>none issued</i> |
| 5111.2.141: HOUSEHOLD EXPENSE | | | |
| 1057164 | AmeriPride | towel service | \$63.15 |
| 1055813 | Anchor Pest Control | pest control | \$48.00 |
| 5111.2.151: INSURANCE: PROPERTY/LIABILITY | | | |
| 1055817 | FAIRA | annual liability premium | \$2,250.00 |

CHECKS ISSUED LISTING - August 2018 ENGINE PARAMEDIC

| | | |
|---|-------------------------------|------------|
| 5111.2.153: INSURANCE: WORKER'S COMPENSATION | <i>none issued</i> | |
| 5111.2.181: MAINTENANCE: APPARATUS | | |
| 1056441 Arnold Auto Supply | U1005: R&R alternator, credit | \$1,556.18 |
| 5111.2.201: BUILDING & GROUNDS MAINTENANCE | <i>none issued</i> | |
| 5111.2.211: EMERGENCY CARE / RESCUE | <i>none issued</i> | |
| 5111.2.241: OFFICE EXPENSE | <i>none issued</i> | |
| 5111.2.271: PROFESSIONAL SERVICES | <i>none issued</i> | |
| 5111.2.401: SMALL TOOLS / ALS EQUIPMENT | <i>none issued</i> | |
| 5111.2.402: SMALL TOOLS: HOSE / SCBA | <i>none issued</i> | |
| 5111.2.411: SPECIAL DISTRICT EXPENSE | | |
| 1055824 US Bank: SAMBA | EPN reporting | \$6.00 |
| 5111.2.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE | <i>none issued</i> | |
| 5111.2.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE | <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 | | |
| 1056446 Ebbetts Pass Gas Service | diesel | \$430.99 |
| 5411 P: SPECIAL TAX HANDLING FEE | <i>none issued</i> | |

STATION 3 A ACCOUNT SUMMARY SHEET - AUG 2018

| ACCOUNT | No. | BUDGET | Month | Year-To-Date | ACCOUNT BALANCE | % Disbursed Year-To-Date |
|-----------------------------------|-------------|------------------|-------------------|-------------------|---------------------|-----------------------------|
| SALARIES & BENEFITS | 5001 | | | | | |
| Salaries/Wages | -.001 | 1,011,073 | 85,042.74 | 180,476.55 | 830,596.45 | 18% |
| Retirement | -.050 | 192,998 | 16,089.56 | 34,333.13 | 158,664.87 | 18% |
| Group Insurance | -.055 | 273,264 | 19,334.04 | 46,623.34 | 226,640.66 | 17% |
| Uniform Allowance | -.062 | 4,800 | 0.00 | 2,400.00 | 2,400.00 | 50% |
| SERVICES & SUPPLIES | 5111 | | | | | |
| Safety Clothing | -.111 | 11,890 | 644.95 | 644.95 | 11,245.05 | 5% |
| Safety Equipment | -.115 | 2,250 | 74.00 | 74.00 | 2,176.00 | 3% |
| Communications-Radios | -.121 | 4,500 | 268.15 | 268.15 | 4,231.85 | 6% |
| Communications-Phone | -.124 | 3,325 | 454.96 | 683.87 | 2,641.13 | 21% |
| Food - Fire Line Meals | -.131 | 400 | 32.65 | 32.65 | 367.35 | 8% |
| Housekeeping | -.141 | 4,624 | 257.08 | 445.12 | 4,178.88 | 10% |
| Insurance-Prop/Liability | -.151 | 6,000 | 9,000.00 | 9,000.00 | (3,000.00) | 150% |
| Insurance-Workers Comp | -.153 | 50,000 | 0.00 | 0.00 | 50,000.00 | 0% |
| Maintenance-Ambulances | -.183 | 31,250 | 1,397.07 | 1,769.58 | 29,480.42 | 6% |
| Building Maintenance | -.201 | 5,000 | 0.00 | 0.00 | 5,000.00 | 0% |
| Emergency Care/Rescue | -.211 | 30,000 | 2,240.04 | 5,173.05 | 24,826.95 | 17% |
| Memberships | -.221 | 150 | 0.00 | 0.00 | 150.00 | 0% |
| Office Expense | -.241 | 1,800 | 171.82 | 171.82 | 1,628.18 | 10% |
| Office Expense - Copies | -.245 | 105 | 0.00 | 52.40 | 52.60 | 50% |
| Professional Services | -.271 | 59,640 | 6,248.11 | 7,590.11 | 52,049.89 | 13% |
| Small Tools/FF Equipment | -.401 | 6,000 | 875.61 | 1,165.97 | 4,834.03 | 19% |
| Small Tools-Hose/SCBA | -.402 | 1,050 | 0.00 | 0.00 | 1,050.00 | 0% |
| Special District Expense | -.411 | 13,136 | 175.44 | 354.82 | 12,781.18 | 3% |
| SDE--Health Maintenance | -.412 | 3,000 | 322.00 | 322.00 | 2,678.00 | 11% |
| SDE--Administrative Fee | -.413 | 45,261 | 0.00 | 0.00 | 45,261.00 | 0% |
| Training | -.422 | 2,000 | 59.26 | 469.26 | 1,530.74 | 23% |
| Travel/Education | -.478 | 4,500 | 0.00 | 0.00 | 4,500.00 | 0% |
| Transportation Fuel | -.480 | 11,000 | 2,028.50 | 3,990.54 | 7,009.46 | 36% |
| Utilities - Water/Sewer | -.501 | 900 | 0.00 | 117.65 | 782.35 | 13% |
| Utilities - Electrical | -.504 | 1,900 | 138.05 | 276.60 | 1,623.40 | 15% |
| Utilities - Propane | -.505 | 5,000 | 0.00 | 0.00 | 5,000.00 | 0% |
| BANK CHARGES - Lockbox Account | 5403 | 1,800 | 187.70 | 187.70 | 1,612.30 | 10% |
| SPECIAL TAX HANDLING FEE | 5411 | 8,276 | 0.00 | 0.00 | 8,276.00 | 0% |
| REFUND OVERPAYMENT | 5612 | 25,000 | 19,014.79 | 24,756.02 | 243.98 | 99% |
| FIXED ASSETS | | | | | | |
| Building Fund: Structures | 5640 | - | 0.00 | 0.00 | - | |
| Equipment | 5701 | 39,900 | 21,108.84 | 21,108.84 | 18,791.16 | |
| Fire Operation Fund Totals | | 1,861,792 | 185,165.36 | 342,488.12 | 1,519,303.88 | 18% |

CHECKS ISSUED LISTING - August 2018**STATION 3 A**

| Check No. | PAID TO | PURPOSE | AMOUNT |
|--|--|----------------------------|--------------------|
| 5001.3.001: SALARIES | | | |
| 13979, 14055 | Payroll / Statutory Elective Withholding | | \$76,672.60 |
| 13979, 14055 | Paychex Fee | employer cost | \$143.18 |
| 1055870, 1056580 | PARS | EE withholding | \$0.00 |
| 13980, 14056 | EPFF Local #3581 | dues and meals withholding | \$1,430.00 |
| 14064 | PERS | employee/employer | 6,656.10 |
| 5001.3.050: RETIREMENT (PERS) | | | |
| 14064 | PERS | employer portion | \$10,008.78 |
| 14064 | PERS | unfunded liability | \$6,080.78 |
| 5001.3.055: GROUP INSURANCE | | | |
| 1057168 | Employee Benefits Services | med/vis/den/life ins prem | \$1,497.68 |
| 1056458 | SDRMA-Employee Benefit Service - medical premium | | \$17,944.86 |
| 13979, 14055 | Supplemental Life Premium Withholding | | (\$108.50) |
| 5001.3.062: UNIFORM ALLOWANCE | | | <i>none issued</i> |
| 5111.3.111: SAFETY CLOTHING | | | |
| 1056450 | Nick Landuyt | reimburse wildland boots | \$379.95 |
| 1057174 | Scott's PPE Recon Inc | clean/repair safety gear | \$265.00 |
| 5111.3.115: SAFETY EQUIPMENT | | | |
| 1055824 | US Bank | badge | \$74.00 |
| 5111.3.121: COMMUNICATIONS: RADIOS | | | |
| 1056444 | Columbia Communications | Sta. 3 radio repair | \$142.50 |
| 1057307 | Interstate All Battery Cenbter | medic HT batteries | \$125.65 |
| 5111.3.124: COMMUNICATIONS: TELEPHONE | | | |
| 1055815 | Comcast - Sta. 3 | monthly service | \$226.01 |
| 1057304 | Comcast - Sta. 3 | monthly service | \$226.01 |
| 1057309 | Verizon Wireless | monthly service | \$2.94 |
| 5111.3.131: FOOD/FIRE LINE MEALS | | | |
| 1055824 | US Bank | EMS mtg | \$32.65 |

CHECKS ISSUED LISTING - August 2018

STATION 3 A

5111.3.141: HOUSEHOLD EXPENSE

| | | |
|--------------------------------|--------------------|---------|
| 1055813 Anchor Pest Control | pest control | \$72.00 |
| 1056442 CA Waste Recovery | trash removal | \$72.58 |
| 1056447 Ebbetts Pass Lumber Co | household supplies | \$17.77 |
| 1057164 AmeriPride | towel service | \$94.73 |

5111.3.151: INSURANCE: PROPERTY/LIABILITY

| | | |
|---------------|--------------------------|------------|
| 1055817 FAIRA | annual liability premium | \$9,000.00 |
|---------------|--------------------------|------------|

5111.3.153: INSURANCE: WORKER'S COMPENSATION

none issued

5111.3.181: MAINTENANCE: APPARATUS

none issued

5111.3.183: MAINTENANCE: AMBULANCES

| | | |
|---------------------------------|--------------------------------|----------|
| 1056441 Arnold Auto Supply | wax, armorall | \$18.23 |
| 1056457 Sonora Ford | U3504: repair front end | \$515.38 |
| 1056459 Arnold Automotive | U3506: repair a/c lines | \$789.46 |
| 1057167 Arnold Tire & Auto Care | U3504: mount 2 tires; disposal | \$74.00 |

5111.3.201: BUILDING & GROUNDS MAINTENANCE

none issued

5111.3.211: EMERGENCY CARE / RESCUE

| | | |
|----------------------------------|------------------|------------|
| 1057163 Airgas | oxygen | \$392.85 |
| 1056451, 1057170 Life Assist Inc | medical supplies | \$1,847.19 |

5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS

none issued

5111.3.241: OFFICE EXPENSE

| | | |
|--------------------------------|-------------------------------------|---------|
| 1056447 Ebbetts Pass Lumber Co | office supplies | \$20.35 |
| 1057176 UPS | ship items for new ambulance | \$72.12 |
| 1057308 Staples | ink/toner cartridge, sheet protectr | \$79.35 |

5111.1.245: OFFICE EXPENSE: COPIES

| | | |
|------------------------------|--------------------|---------|
| 1040634 Zoom Imaging Systems | copier maintenance | \$15.76 |
|------------------------------|--------------------|---------|

5111.3.271: PROFESSIONAL SERVICES

| | | |
|----------------------------------|--------------------|------------|
| 1056453 Novato Fire District | May 2017: 45 PCR's | 1,080.00 |
| 1056453 Novato Fire District | Jun 2017: 50 PCR's | 810.00 |
| JE Calaveras Co Sheriff's Office | dispatch fee - 47 | \$1,914.31 |
| JE Calaveras Co Sheriff's Office | dispatch fee - 60 | \$2,443.80 |

CHECKS ISSUED LISTING - August 2018**STATION 3 A****5111.3.401: SMALL TOOLS/FF EQUIPMENT**

| | | |
|---------------------------------------|---------------|----------|
| 1056451 Life Assist Inc | shears | \$43.54 |
| 1057307 Interstate All Battery center | AED batteries | \$832.07 |

5111.3.402: SMALL TOOLS: HOSE / SCBA *none issued***5111.3.411: SPECIAL DISTRICT EXPENSE**

| | | |
|------------------------|------------------------|----------|
| 1055823 Stericycle | medical waste disposal | \$151.44 |
| 1055824 US Bank: SAMBA | EPN reporting | \$24.00 |

5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE *none issued*

| | | |
|------------------------------------|-----------|----------|
| 1056456 Sonora Regional Med Center | physicals | \$322.00 |
|------------------------------------|-----------|----------|

5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE *none issued***5111.3.422: TRAINING** *none issued***5111.3.478: TRAVEL/EDUCATION/TRAINING** *none issued***5111.3.480: TRANSPORTATION FUEL**

| | | |
|----------------------------------|---------------------------|------------|
| 1056446 Ebbetts Pass Gas Service | fuel | \$1,697.62 |
| 1056443 Chevron | fuel | \$290.84 |
| 1057172 Petty Cash | 20.679 gal diesel for amb | \$40.04 |

5111.3.501: UTILITIES: WATER/SEWER *none issued***5111.3.504: UTILITIES: ELECTRICITY**

| | | |
|---------|-------------|----------|
| JE CPPA | electricity | \$138.05 |
|---------|-------------|----------|

5111.3.505: UTILITIES: PROPANE *none issued***5403 A: BANK CHARGES**

| | | |
|---------------------|---------------------|----------|
| JE WestAmerica Bank | lockbox account fee | \$187.70 |
|---------------------|---------------------|----------|

5411 A: SPECIAL TAX HANDLING FEE *none issued***5640 A: STRUCTURES** *none issued***5701 A: EQUIPMENT**

| | | |
|---------------------------------|-----------------------------------|------------|
| 13983 KS Statebank | ambulance lease purchase | \$1,697.62 |
| 1056444 Columbia Communications | chargers, mics, cable (new amb) | \$290.84 |
| 1056452 L N Curtis & Sons | rechargeable flashlights (new am) | \$40.04 |

CHECKS ISSUED LISTING - August 2018

STATION 3 A

8001/5612 A: REFUNDS

| | | | |
|--------|---------------------------------|-------------------------|-------------|
| 105586 | CA Dept of Health Care Services | GEMT overpayment refund | \$15,747.00 |
| 14018 | E Neilsen | refund overpayment | 200.00 |
| 14018 | L Spingolo | refund overpayment | 582.68 |
| 14018 | Blue Shield of CA | refund overpayment | 1,937.89 |
| 14018 | Nordian MC JE Pt B Refunds | refund overpayment | 547.32 |

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EBBETTS PASS FIRE PROTECTION DISTRICT

RESOLUTION No. 2018-3

**RESOLUTION ADOPTING THE FINAL BUDGET AND AN
APPROPRIATIONS LIMIT FOR THE 2018-19 FISCAL YEAR**

WHEREAS, the Board of Directors has adopted a Preliminary Budget for fiscal year 2018-19 and a notice was published stating that the final budget was to be adopted; and

WHEREAS, by previous Resolution the Board of Directors has established the method of calculation of the appropriations limit on the proceeds of taxes, and a notice was published stating that an appropriations limit was to be adopted and that the information and data for the limit was available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Ebbetts Pass Fire District for 2018-19 that the Operations-Fire final budget totals \$2,083,667, the Engine Paramedic Program final budget totals \$494,586, and Station 3 Ambulance Program final budget totals \$1,905,670.

BE IT FURTHER RESOLVED that the adopted Appropriations Limit for the 2017-18 fiscal year is \$3,063,040.

PASSED, APPROVED AND ADOPTED this 18 day of September 2018 by the following vote:

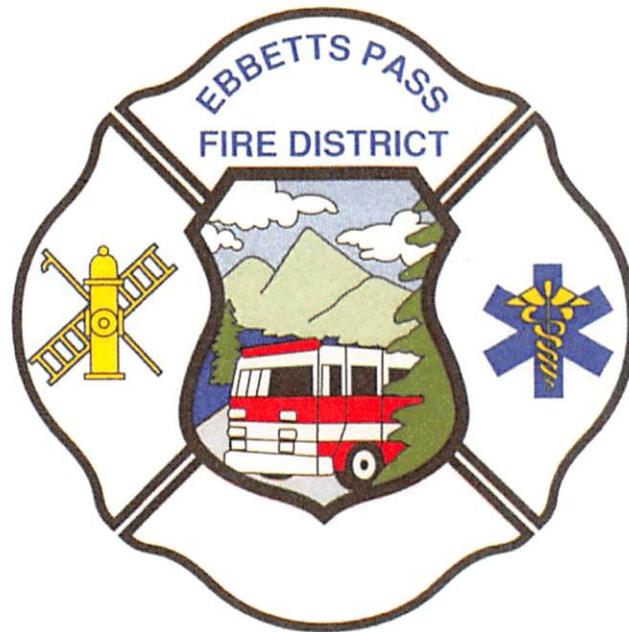
AYES:
NOES:
ABSTAIN:
ABSENT:
/

President
Board of Directors

Secretary
Board of Directors

EBBETTS PASS FIRE DISTRICT

Proposed Final Budget Fiscal Year 2018-19



MISSION STATEMENT:

The Ebbetts Pass Fire District shall provide for Life and Property Safety from the threat of fires, medical emergencies, and hazardous material release through Planning, Prevention, Education, Incident Mitigation, and Appropriate Application of Technology.

REVENUE ACCOUNT SUMMARY - FIRE

| ACCOUNT DESCRIPTION | REV ACCT | | Final Budgeted 2017-18 | Budget 2018-19 |
|--|-------------|---|------------------------------|-------------------|
| Current Secured Taxes | 4010 | F | \$1,796,008 | \$1,962,772 |
| Administrative Fee (SB2557 Reduction) | 4013 | F | (\$34,000) | (\$39,444) |
| Unitary Taxes | 4015 | F | \$39,050 | \$44,633 |
| Supplemental Current Secured Taxes | 4017 | F | \$28,284 | \$13,902 |
| Current Unsecured Taxes | 4020 | F | \$24,755 | \$30,216 |
| Supplemental Current Unsecured Taxes | 4027 | F | \$444 | \$504 |
| Prior Unsecured Taxes | 4040 | F | \$625 | \$1,095 |
| Transient Occupancy Taxes (TOT) | 4072 | F | | see note below |
| Interest | 4300 | F | \$0 | \$0 |
| HOPTR | 4463 | F | \$23,424 | \$23,989 |
| Timber Tax | 4465 | F | \$15 | \$0 |
| State Aid for Public Safety (Prop 172) | 4472 | F | | see note below |
| Revenue - State Firefighter Reimbursement | 4542 | F | \$30,000 | \$30,000 |
| Revenue - State Equipment Reimbursement | 4543 | F | \$5,000 | \$5,000 |
| Administrative Costs - Eng. Paramedic Reimb. | 4603 | F | \$18,114 | \$0 |
| Administrative Costs - Station 3 Reimb. | 4603 | F | \$41,461 | \$0 |
| Exaction Fees | 4648 | F | | |
| Charges for Current Services--Ordinance Fees | 4679 | F | \$500 | \$500 |
| Charges for Current Services--CCWD Hydrants | 4679 | F | \$10,000 | \$10,000 |
| Misc. Revenue | 4713 | F | \$500 | \$500 |
| TRANSFERS FROM TRUST | | F | \$5,462 | |
| Emergency Reserve | | F | | |
| SCBA Trust Fund | | F | | |
| Apparatus Fund | | F | | |
| Building Fund | | F | | |
| TOTALS | | F | \$1,989,642 | \$2,083,667 |

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.

Transient Occupancy Taxes (TOT) 4072 being distributed to the Station 3 Ambulance budget this year due to capital purchase.
 State Aid for Public Safety (Prop 172) 4472 being distributed to the Station 3 Amb. budget this year due to capital purchase.

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 2017-18 | BUDGET 2018-19 |
|---------------------------------------|------------|----------|--|--------------------|
| Salaries/Wages - Permanent | 5001.1.001 | F | \$979,000 | \$1,008,250 |
| Extra Hire - Hydrant Maintenance | 5001.1.002 | F | \$10,000 | \$10,000 |
| Extra Hire - Volunteer Intern Program | 5001.1.003 | F | \$40,000 | \$40,000 |
| ST/TF Firefighter Payment | 5001.1.004 | F | \$30,000 | \$30,000 |
| Volunteer Firefighter Response/Relief | 5001.1.005 | F | \$40,000 | \$40,000 |
| Retirement - PERS | 5001.1.050 | F | \$156,558 | \$177,354 |
| Group Insurance | 5001.1.055 | F | \$188,646 | \$194,450 |
| 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 | \$7,000 | \$7,000 |
| Communications - Telephone | 5111.1.124 | F | \$12,000 | \$12,000 |
| 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 | \$11,000 | \$12,000 |
| Insurance - Worker's Compensation | 5111.1.153 | F | \$61,215 | \$70,853 |
| Maintenance - Apparatus | 5111.1.181 | F | \$37,550 | \$37,550 |
| Maintenance - Utilities | 5111.1.182 | F | \$8,250 | \$8,250 |
| Building & Grounds Maintenance | 5111.1.201 | F | \$12,500 | \$16,100 |
| Emergency Care | 5111.1.211 | F | \$1,275 | \$1,275 |
| Memberships | 5111.1.221 | F | \$7,055 | \$7,055 |
| 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 | \$12,000 | \$12,000 |
| Small Tools/FF Equipment | 5111.1.401 | F | \$13,000 | \$13,000 |
| Small Tools - Hose | 5111.1.402 | F | \$9,000 | \$9,000 |
| Special District Expense | 5111.1.411 | F | \$17,000 | \$17,000 |
| SDE - Health Maintenance | 5111.1.412 | F | \$4,000 | \$4,000 |
| Training | 5111.1.422 | F | \$5,000 | \$5,000 |
| 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 | \$13,500 | \$13,500 |
| Utilities-Propane | 5111.1.505 | F | \$17,150 | \$17,150 |
| LAFCO Fee | 5627 | F | \$2,614 | \$2,797 |
| Structures | 5640 | F | \$211,698 | \$211,698 |
| Equipment | 5701 | F | \$0 | \$0 |
| FIXED ASSETS--Special Purpose | 5703 | F | 0 | \$23,755 |
| TOTALS | | F | 1,989,641 | \$2,083,667 |

Fire Operations

SALARIES/WAGES - PERMANENT

ACCOUNT 5001.1.001

| | Base Salary | Retirement Benefit | | | Medicare | TOTAL |
|---|------------------|--------------------|-----------------|--------------------|-----------------|--------------------|
| Administrative: | | | | | | |
| Fire Chief | \$111,279 | \$4,451 | \$0 | | \$1,614 | \$117,344 |
| Assistant Chief | 0 | \$0 | \$0 | | \$0 | \$0 |
| District Secretary | \$71,146 | \$2,846 | \$0 | | \$1,032 | \$75,023 |
| Office Assistance | 0 | \$0 | \$0 | | \$0 | \$0 |
| Fire Prevention Officer | \$21,339 | \$0 | \$0 | \$0 | \$309 | \$21,648 |
| Line Personnel: | Base Salary | Regular Overtime | Holiday Pay | Retirement Benefit | Medicare | |
| Battalion Chief 1 - Paramedic | \$98,215 | \$2,558 | \$4,911 | \$4,227 | \$1,532 | \$ 111,444 |
| Battalion Chief 2 - Paramedic | \$101,359 | \$2,640 | \$5,068 | \$4,363 | \$1,581 | \$115,011 |
| Battalion Chief 3 | \$80,191 | \$2,089 | \$4,010 | \$3,452 | \$1,251 | \$90,993 |
| Captain 1 | \$78,816 | \$2,053 | \$3,941 | \$3,392 | \$1,230 | \$89,432 |
| Captain 2 - Paramedic | \$96,532 | \$2,515 | \$4,827 | \$4,155 | \$1,506 | \$109,535 |
| Captain 3 - Paramedic | \$87,828 | \$2,287 | \$4,392 | \$3,780 | \$1,370 | \$99,658 |
| Paychex Payroll Service | \$3,500 | | | | | \$3,500 |
| Relief, Project and Contingency Overtime | \$174,662 | | | | | \$0 |
| TOTAL | \$924,867 | \$21,439 | \$27,149 | \$23,369 | \$11,426 | \$1,008,250 |

RETIREMENT

ACCOUNT 5001.1.050

| | PERS Classic | Unfunded Liability | PERS PEPRA | Unfunded Liability | Prior Fiscal Year | TOTAL |
|-------------------------------|-----------------|--------------------|-----------------|--------------------|-------------------|------------------|
| Fire Chief | \$0 | \$0 | \$13,510 | \$56 | | \$13,566 |
| Assistant Chief | \$0 | \$0 | \$0 | \$0 | | \$0 |
| District Secretary | \$5,431 | \$5,469 | \$0 | \$0 | | \$10,900 |
| Office Assistance | \$0 | \$0 | \$0 | \$0 | | \$0 |
| Fire Prevention Officer | \$0 | \$0 | \$0 | \$0 | | \$0 |
| Battalion Chief 1 - Paramedic | \$18,615 | \$10,424 | \$0 | \$0 | | \$29,039 |
| Battalion Chief 2 - Paramedic | \$19,211 | \$10,424 | \$0 | \$0 | | \$29,635 |
| Battalion Chief 3 | \$0 | \$0 | \$10,476 | \$56 | | \$10,532 |
| Captain 1 | \$14,938 | \$10,424 | \$0 | \$0 | | \$25,362 |
| Captain 2 - Paramedic | \$18,296 | \$10,424 | \$0 | \$0 | | \$28,720 |
| Captain 3 - Paramedic | \$16,646 | \$10,424 | \$0 | \$0 | | \$27,070 |
| Contingency/Out of Class Pay | \$2,527 | | | | | \$0 |
| TOTAL | \$95,666 | \$57,589 | \$23,987 | \$112 | \$0 | \$177,354 |

*Includes uniform allowance special compensation.

Classic Misc. Plan Rate: 7.634% Classic Safety Plan Rate: 17.614%

PEPRA Misc. Plan Rate: 13.092% PEPRA Safety Fire Plan: 12.141%

FIRE OPERATIONS

Fiscal Year 2018-19

EXTRA HIRE**ACCOUNT 5001.1.002**

| | Operations | Hydrant Maint. Program | | TOTAL |
|--------------|------------|---------------------------|------------|-----------------|
| Compensation | | \$10,000 | | \$10,000 |
| Contingency | | | | \$0 |
| TOTAL | \$0 | \$10,000 | \$0 | \$10,000 |

EXTRA HIRE - SPECIAL PURPOSE**ACCOUNT 5001.1.003**

| | Volunteer Interns (6) | PARS Fund Maint. Fee | TOTAL |
|--------------------------|-----------------------|-------------------------|-----------------|
| Volunteer Intern Program | \$37,600 | \$2,400 | \$40,000 |
| TOTAL | \$37,600 | \$2,400 | \$40,000 |

NOTES ON ACCOUNT 5001.1.003:

Each of six Volunteer Interns to be paid \$60.00 for each 24-hour shift (two assigned to each shift).

ST/TF Firefighter Response**ACCOUNT 5001.1.004**

| ACCOUNT 5004 | Wildland Firefighting Strike Team Response | | TOTAL |
|--|---|--|-----------------|
| Firefighters (offset by Revenue Account 4542) | \$30,000 | | \$30,000 |
| TOTALS | \$30,000 | | \$30,000 |

Volunteer Firefighter Response**ACCOUNT 5001.1.005**

| ACCOUNT 5005 | Extra Hire | Relief Coverage | Alarm/Drill Response | TOTAL |
|---|-----------------|--------------------|-------------------------|-----------------|
| Volunteer Alarm Response | | | \$5,000 | \$5,000 |
| Volunteer Drill Response | | | \$5,000 | \$5,000 |
| Volunteer Firefighter Extra Hire | \$10,000 | | | \$10,000 |
| Volunteer Firefighter Coverage for Relief | | \$20,000 | | \$20,000 |
| TOTALS | \$10,000 | \$20,000 | \$10,000 | \$40,000 |

FIRE OPERATIONS

Fiscal Year 2018-19

INSURANCE - GROUP HEALTH

ACCOUNT 5001.1.055

| | Fire Chief | Assistant Chief | Secretary | | TOTAL |
|----------------|------------------------|------------------------|------------------|-------------------|------------------|
| Medical | \$25,410 | \$0 | \$25,410 | | \$50,820 |
| Vision | \$250 | | \$250 | | \$500 |
| Dental | \$1,729 | | \$1,729 | | \$3,458 |
| Life | \$138 | | \$138 | | \$276 |
| | | | | Volunteers | |
| Group Accident | \$115 | | | \$3,124 | \$3,239 |
| | Batt. Chief (3) | Captains (3) | | | |
| Medical | \$61,183 | \$60,573 | | | \$121,756 |
| Vision | \$750 | \$750 | | | \$1,500 |
| Dental | \$5,187 | \$5,187 | | | \$10,374 |
| Life | \$414 | \$414 | | | \$828 |
| Group Accident | \$350 | \$350 | | | \$700 |
| Contingency | \$1,000 | | | | \$0 |
| | | | | | \$1,000 |
| TOTALS | \$96,526 | \$67,274 | \$27,527 | \$3,124 | \$194,450 |

NOTES ON ACCOUNT 5001.1.055:

-District pays for full family coverage for full-time staff.

HSA Contribution only applicable for those choosing HSA-compatible insurance. One half of the difference between the HSA-compatible premium and the PPO premium is deposited in the employee's HSA in January and again in July.

UNIFORM ALLOWANCE

ACCOUNT 5001.1.062

| | Quantity | Paid Staff | Quantity | Firefighter Interns | TOTAL |
|-------------------|-----------------|-------------------|-----------------|----------------------------|----------------|
| Uniform Allowance | 7.5 | \$3,000 | 6 | \$600 | \$3,600 |
| Contingency | | \$0 | | | \$0 |
| TOTALS | | \$3,000 | | \$600 | \$3,600 |

NOTES ON ACCOUNT 5001.1.062

-FF Interns is on reimbursement basis for one pair uniform pants each.

FIRE OPERATIONS

Fiscal Year 2018-19

SAFETY CLOTHING**ACCOUNT 5111.1.111**

| ACCOUNT 5111.1.111 | VOLUNTEERS/PAID STAFF/REPLACEMENT | | TOTAL |
|----------------------|-----------------------------------|----------------|-----------------|
| | Structure | Wildland | |
| | | | \$0 |
| Coats/Nomex Jackets | \$2,800 | | \$2,800 |
| Trousers/Nomex Pants | \$2,100 | | \$2,100 |
| Boots | \$700 | | \$700 |
| Helmets | \$700 | | \$700 |
| Gloves | \$72 | | \$72 |
| Patches (uniform) | \$50 | | \$50 |
| Damage Replacement | \$1,700 | \$1,500 | \$3,200 |
| Contingencies | \$189 | \$189 | \$378 |
| TOTALS | \$8,311 | \$1,689 | \$10,000 |

SAFETY EQUIPMENT**ACCOUNT 5111.1.115**

| ACCOUNT 5111.1.115 | VOLUNTEERS/PAID STAFF/REPLACEMENT | | TOTAL |
|-----------------------------|-----------------------------------|----------------|----------------|
| | Structure | Wildland | |
| Shields/Accessories/Goggles | \$500 | \$500 | \$1,000 |
| Gloves | \$400 | \$400 | \$800 |
| Hoods/Shrouds | \$200 | \$200 | \$400 |
| Belts/Bags/Hose Straps | \$200 | | \$200 |
| Fire Shelters | | \$3,300 | \$3,300 |
| Canteens | | | \$0 |
| Damage Replacement | | | \$0 |
| Contingencies | \$150 | \$150 | \$300 |
| TOTALS | \$1,450 | \$4,550 | \$6,000 |

COMMUNICATIONS - RADIOS**ACCOUNT 5111.1.121**

| ACCOUNT 5111.1.121 | Purchase | Repairs | Batteries | TOTAL |
|---------------------|----------------|----------------|----------------|----------------|
| RADIOS: | | \$500 | | \$500 |
| Mobile/Additional | \$1,500 | \$600 | | \$2,100 |
| Portable | | \$900 | \$500 | \$900 |
| Vehicle Chargers | | | | \$0 |
| Headsets | \$500 | \$500 | | \$1,000 |
| FIRE PAGERS: | \$1,000 | \$1,000 | \$600 | \$2,000 |
| Cases | \$220 | | | \$220 |
| Chargers | | \$180 | | \$180 |
| Code 3 Equipment | | | | \$0 |
| Contingency | | \$100 | \$100 | \$100 |
| TOTALS | \$3,220 | \$3,780 | \$1,200 | \$7,000 |

FIRE OPERATIONS

COMMUNICATIONS - Telephone

ACCOUNT 5111.1.124

| ACCOUNT 5111.1.124 | Sta. 1 | Sta. 2 | Sta. 4 | | TOTAL |
|---------------------------------|---------|---------|---------|-----|----------|
| Telephone/Long Distance Service | \$3,000 | \$1,500 | \$1,700 | | \$6,200 |
| Internet Access | \$1,200 | \$1,200 | | | \$2,400 |
| Website Hosting | \$200 | | | | \$200 |
| Alarm System Monitoring | \$250 | \$250 | | | \$500 |
| Equipment Purchase/Repair | | | | | \$0 |
| Cellular Phones: | | | | | |
| C410, C410A, C410B | \$450 | \$450 | \$450 | | \$1,350 |
| B415, U3019, E436 | \$450 | \$450 | \$450 | | \$1,350 |
| Contingency | | | | | \$0 |
| TOTALS | \$5,550 | \$3,850 | \$2,600 | \$0 | \$12,000 |

FOOD

ACCOUNT 5111.1.131

| ACCOUNT 5111.1.131 | Fire Line | Director | Staff | Training | TOTAL |
|--------------------|-----------|----------|-------|----------|---------|
| Meals | \$500 | \$100 | \$50 | \$100 | \$750 |
| Fireline Rations | \$150 | | | | \$150 |
| Refreshments | \$100 | \$100 | | \$100 | \$300 |
| TOTALS | \$750 | \$200 | \$50 | \$200 | \$1,200 |

HOUSEHOLD EXPENSE

ACCOUNT 5111.1.141

| ACCOUNT 5111.1.141 | Station 1 | Station 2 | | Station 4 | TOTAL |
|--------------------------|-----------|-----------|-----|-----------|---------|
| Pest Control | \$360 | \$360 | | \$360 | \$1,080 |
| Trash Disposal | \$2,220 | | | | \$2,220 |
| Towel Service | \$1,400 | | | | \$1,400 |
| Solid Waste Disposal Fee | \$150 | | | | \$150 |
| Household Supplies | \$2,400 | \$500 | | \$100 | \$3,000 |
| Contingency | \$150 | | | | \$150 |
| TOTALS | \$6,680 | \$860 | \$0 | \$460 | \$8,000 |

Household Supplies: toilet paper, paper towels, light bulbs, hand and dish soap, cleansers, disinfectants, cleaning tools, etc.

INSURANCE - PROPERTY, LIABILITY

ACCOUNT 5111.1.151

| ACCOUNT 5111.1.151 | | Premium | Premium | Premium | TOTAL |
|---------------------------------|--|---------|---------|---------|----------|
| Stations / Vehicles / Equipment | | \$5,000 | \$5,000 | \$1,600 | \$11,600 |
| Broker Fee/ CA Ins Guar. Assoc. | | | | \$400 | \$400 |
| Contingency | | | | | \$0 |
| TOTALS | | \$5,000 | \$5,000 | \$2,000 | \$12,000 |

Fire Agencies Insurance Risk Authority - FAIRA (JPA of Fire Districts Association of California)

INSURANCE - WORKER'S COMPENSATION

ACCOUNT 5111.1.153

| ACCOUNT 5111.1.153 | Premium based on Salaries | Premium due to EMOD* | Premium on Overtime | Total |
|---|---------------------------|----------------------|---------------------|-----------|
| Firefighters - including Fire Chief | \$37,349 | \$16,060 | \$16,110 | \$69,519 |
| Volunteer Firefighters (per capita charge) | \$600 | \$258 | | \$858 |
| Clerical/Office Staff | \$500 | \$215 | | \$715 |
| Directors | \$100 | \$43 | | \$143 |
| Less Credit Incentive Program Discount | (\$4,240) | (\$1,823) | (\$1,772) | (\$7,836) |
| Previous Fiscal Year Adjustment / Contingency | | | \$7,454 | \$7,454 |
| TOTALS | \$34,309 | \$14,753 | \$21,792 | \$70,853 |

*Experience Modification Factor

Special District Risk Management Authority - SDRMA (JPA of CA Special Districts Association)

FIRE OPERATIONS**FLEET MAINTENANCE - ENGINES**

ACCOUNT 5111.1.181

| ACCOUNT 5111.1.181 | E-431 1989 Pierce | E-432 1989 Pierce | E-433 1991 Pierce | E-434 1979 Howe | TOTAL |
|--|----------------------|----------------------|--------------------------|------------------------------|-----------------|
| Annual Service, Safety Inspection, Pump Test | \$725 | \$725 | \$1,325 | \$725 | \$3,500 |
| Semi-annual Service | \$375 | \$375 | \$375 | \$375 | \$1,500 |
| | E-435 1994 Pierce | E-437 | Truck-431 1989 Pierce | WT-431 1997 International | Total |
| Annual Service, Safety Inspection, Pump Test | \$1,175 | \$1,175 | \$1,000 | \$725 | \$4,075 |
| Annual Ladder Test/Service | | | \$1,000 | | \$1,000 |
| Semi-Annual Service | \$375 | \$375 | \$375 | \$375 | \$1,500 |
| | Batteries | Tires | Parts & Repairs | APPARATUS | |
| Service: | \$1,350 | \$3,000 | \$9,000 | | \$13,350 |
| Contingency/Emergency | | | | \$12,625 | \$12,625 |
| GRAND TOTAL | | | | | \$37,550 |

FLEET MAINTENANCE - UTILITIES

ACCOUNT 5111.1.182

| ACCOUNT 5111.1.182 | U-432 1999 Ford | U-433 2005 Ford | C410 2006 Ford | U-435 1996 Suburban | TOTAL |
|-----------------------|--------------------|--------------------|--------------------------|------------------------|----------------|
| Annual Service | \$250 | \$250 | \$250 | \$250 | \$1,000 |
| Semi-annual Service | \$100 | \$100 | \$100 | \$100 | \$400 |
| | Batteries/Tires | Parts & Repairs | U415 / 430 2010 Fords | S-431 1989 Ford | |
| Service | \$1,500 | \$3,000 | \$500 | \$250 | \$5,250 |
| Contingency/Emergency | | \$1,300 | \$200 | \$100 | \$1,600 |
| GRAND TOTAL | | | | | \$8,250 |

BUILDING & GROUNDS MAINTENANCE

ACCOUNT 5111.1.201

| ACCOUNT 5111.1.201 | Station 1 | Station 2 | | Station 4 | TOTAL |
|--|-----------|-----------|-----|-----------|----------|
| PROJECTS/REPAIRS: | | | | | |
| Facility Maintenance | \$4,000 | \$1,000 | | \$1,000 | \$6,000 |
| Extinguisher Service/Purchase | \$500 | 100 | | \$100 | \$700 |
| Compressor/Fill Station Maint. | \$1,700 | | | | \$1,700 |
| Station Generator Maint. | \$1,500 | \$950 | | | \$2,450 |
| Contingencies / Light Pole Repair (prior FY) | \$4,600 | \$650 | | | \$5,250 |
| TOTALS | \$12,300 | \$2,700 | \$0 | \$1,100 | \$16,100 |

EMERGENCY CARE SUPPLIES

ACCOUNT 5111.1.211

| ACCOUNT 5111.1.211 | Supplies | Maint. | | | TOTAL |
|--------------------|----------|--------|-----|-----|---------|
| Medical Supplies | \$1,000 | | | | \$1,000 |
| Contingencies | \$150 | \$125 | | | \$275 |
| TOTALS | \$1,150 | \$125 | \$0 | \$0 | \$1,275 |

FIRE OPERATIONS**PROFESSIONAL MEMBERSHIPS**

ACCOUNT 5111.1.221

| ACCOUNT 5111.1.221 | Special Districts | Admin. | Training | TOTAL |
|--|-------------------|--------------|--------------|----------------|
| FDAC | \$440 | | | \$440 |
| CFCA | | \$55 | \$150 | \$205 |
| CSDA, NFPA | \$6,100 | \$175 | | \$6,275 |
| Calaveras Co. Fire Chiefs/Motherlode Interagency | | \$100 | \$35 | \$135 |
| TOTALS | \$6,540 | \$330 | \$185 | \$7,055 |

OFFICE EXPENSE

ACCOUNT 5111.1.241

| ACCOUNT 5111.1.241 | Website | Computer | Office | TOTAL |
|---------------------------------|----------------|----------------|----------------|-----------------|
| General Office Supplies | | \$700 | \$1,300 | \$2,000 |
| Equipment Repair | | \$400 | \$500 | \$900 |
| Website Maintenance | \$2,400 | | | \$2,400 |
| e-mail | \$400 | | | \$400 |
| Stationery/Business Cards/email | | \$250 | \$2,100 | \$2,350 |
| Legal Publications | | | \$200 | \$200 |
| Uniform Fire Code | | | \$240 | \$240 |
| Newspaper: Calaveras Enterprise | | | \$60 | \$60 |
| IT-Server and Computers | | \$2,500 | | \$2,500 |
| Computer/Printer | | \$1,000 | | \$1,000 |
| TOTALS | \$2,800 | \$4,850 | \$4,400 | \$12,050 |

OFFICE EXPENSE - POSTAGE

ACCOUNT 5111.1.243

| ACCOUNT 5111.1.243 | Postage | | | TOTAL |
|--------------------|---------|--|--|---------|
| Postage | \$1,000 | | | \$1,000 |

OFFICE EXPENSE - COPIES

ACCOUNT 5111.1.245

| ACCOUNT 5111.1.245 | Regular-Sized Paper | Odd-Sized Paper | Maintenance Agreement | TOTAL |
|--------------------|---------------------|-----------------|-----------------------|---------|
| Copies | \$500 | \$0 | \$1,000 | \$1,500 |

PROFESSIONAL SERVICES

ACCOUNT 5111.1.271

| ACCOUNT 5111.1.271 | Legal | Audit | | TOTAL |
|-----------------------|----------------|----------------|------------|-----------------|
| Professional Services | \$7,000 | \$5,000 | | \$12,000 |
| Contingencies | | | | \$0 |
| Total | \$7,000 | \$5,000 | \$0 | \$12,000 |

FIRE OPERATIONS**SMALL TOOLS - FIREFIGHTING EQUIPMENT ACCOUNT 5111.1.401**

| ACCOUNT 5111.1.401 | Shop/ Service Unit | Firefighting Structural | Firefighting Wildland | Extrication | TOTAL |
|-----------------------------|-----------------------|----------------------------|--------------------------|-------------|----------|
| HOSE APPLIANCES: | | | | | |
| Nozzles/Adapters | | \$3,000 | \$1,000 | | \$4,000 |
| Hose Pack/Straps | | | \$500 | | \$500 |
| Wrenches/Tools - Shop | \$250 | | | | \$250 |
| Gas Detector Maintenance | | \$250 | | | \$250 |
| Hurst Tool-Repairs/Testing | | | | \$3,250 | \$3,250 |
| Chainsaw Tools/Chain | \$1,250 | | | | \$1,250 |
| Foam | | \$600 | \$600 | | \$1,200 |
| Small Engines (inc. repair) | \$600 | | | | \$600 |
| Ladder Testing/Inspection | | \$1,500 | | | \$1,500 |
| CONTINGENCIES | \$200 | | | | \$200 |
| TOTALS | \$2,300 | \$5,350 | \$2,100 | \$3,250 | \$13,000 |

SMALL TOOLS - SPECIAL PURPOSE ACCOUNT 5111.1.402

| ACCOUNT 5111.1.402 | Operations | Firefighting Structural | Firefighting Wildland | Repairs/ Testing | TOTAL |
|---------------------------|------------|----------------------------|--------------------------|---------------------|---------|
| HOSE: | | | | | |
| 5" Hose | | \$2,500 | | \$200 | \$2,700 |
| 1.75" Hose | | \$1,000 | | \$300 | \$1,300 |
| 1.5" Hose | | | \$300 | \$300 | \$600 |
| 1" Hose | | | \$300 | \$200 | \$500 |
| RESCUE EQUIPMENT: | | | | | \$0 |
| Rescue Rope/Accessories | \$1,000 | | | | \$1,000 |
| SCBA | | | | | \$0 |
| Masks | | \$1,000 | | | \$1,000 |
| Cylinder | | \$500 | | | \$500 |
| Parts | | \$500 | | | \$500 |
| Equipment Calibration | | \$500 | | | \$500 |
| Personal Alarm Devices | | | | | \$0 |
| SCBA Test Smoke | | | | \$200 | \$200 |
| CONTINGENCIES | | \$100 | | \$100 | \$200 |
| TOTALS | \$1,000 | \$6,100 | \$600 | \$1,300 | \$9,000 |

FIRE OPERATIONS**SPECIAL DISTRICT EXPENSE****ACCOUNT 5111.1.411**

| ACCOUNT 5111.1.411 | Operations | NFIRS Reporting | Public Safety Fire Prevention | TOTAL |
|---------------------------------------|-----------------|-----------------|-------------------------------|-----------------|
| Annual Picnic/Dinner | \$2,730 | | | \$2,730 |
| Awards | \$800 | | | \$800 |
| Election Expense | \$4,500 | | | \$4,500 |
| Educational Materials | | | \$875 | \$875 |
| ParcelQuest | | | \$1,000 | \$1,000 |
| DMV EPN Program | \$550 | | | \$550 |
| Recruitment/Testing/Background Checks | \$3,670 | | | \$3,670 |
| Hydrant Maintenance: Stakes/Paint | \$875 | | | \$875 |
| Software Maintenance | | \$2,000 | | \$2,000 |
| Contingencies | | | | \$0 |
| TOTALS | \$13,125 | \$2,000 | \$1,875 | \$17,000 |

HEALTH MAINTENANCE - Special District Expense**ACCOUNT 5111.1.412**

| ACCOUNT 5111.1.412 | Operations | Paid Staff | Volunteers | TOTAL |
|---------------------------|----------------|----------------|----------------|----------------|
| Physicals | | \$1,000 | \$1,000 | \$2,000 |
| PT Equipment | | \$500 | | \$500 |
| Health & Wellness Program | \$1,500 | | | \$1,500 |
| TOTALS | \$1,500 | \$1,500 | \$1,000 | \$4,000 |

TRAINING**ACCOUNT 5111.1.422**

| ACCOUNT 5111.1.422 | General | Shift Training | Volunteer | TOTAL |
|---------------------------------------|----------------|----------------|--------------|----------------|
| Props/Aids/Training Support Materials | \$2,600 | \$300 | \$500 | \$3,400 |
| Fees / Library | \$100 | \$100 | | \$200 |
| Class Fees/Charges--Paramedic | \$1,300 | | | \$1,300 |
| Contingencies | \$100 | | | \$100 |
| TOTALS | \$4,100 | \$400 | \$500 | \$5,000 |

FIRE OPERATIONS**TRAVEL/EDUCATION/TRAINING**

ACCOUNT 5111.1.478

| ACCOUNT 5111.1.478 | Professional Growth | Travel Expense Reimbursement | | TOTAL |
|---------------------|---------------------|------------------------------|------------|----------------|
| Board of Directors | \$1,400 | \$300 | | \$1,700 |
| Administration | \$1,200 | \$500 | | \$1,700 |
| Shift Personnel | \$3,200 | | | \$3,200 |
| Firefighter Intern | \$400 | | | \$400 |
| Vocational Training | \$400 | | | \$400 |
| Certified Training | \$600 | | | \$600 |
| Volunteer Training | \$1,000 | | | \$1,000 |
| TOTALS | \$8,200 | \$800 | \$0 | \$9,000 |

FUEL AND GAS

ACCOUNT 5111.1.480

| ACCOUNT 5111.1.480 | Diesel | Gasoline | TOTAL |
|---|-----------------|----------------|-----------------|
| Engines | \$18,100 | | \$18,100 |
| Utilities | \$200 | \$1,000 | \$1,200 |
| Small Tools | | \$500 | \$500 |
| Emergency Generators - Sta. 1 & 2 / Contingencies | \$200 | | \$200 |
| TOTALS | \$18,500 | \$1,500 | \$20,000 |

UTILITIES - WATER/SEWER

ACCOUNT 5111.1.501

| ACCOUNT 5111.1.501 | Station 1 | Station 2 | Station 4 | TOTAL |
|----------------------------------|----------------|----------------|--------------|-----------------|
| Water / Sewer | \$7,000 | \$700 | \$700 | \$8,400 |
| Fire System Detector Check Meter | \$690 | \$690 | \$0 | \$1,380 |
| Wastewater Assessment | \$500 | \$0 | \$0 | \$500 |
| TOTALS | \$8,190 | \$1,390 | \$700 | \$10,280 |

UTILITIES - ELECTRICAL

ACCOUNT 5111.1.504

| ACCOUNT 5111.1.504 | Station 1 | Station 2 | Station 4 | TOTAL |
|--------------------|-----------------|--------------|--------------|-----------------|
| Electricity | \$12,500 | \$500 | \$500 | \$13,500 |
| TOTALS | \$12,500 | \$500 | \$500 | \$13,500 |

UTILITIES - PROPANE

ACCOUNT 5111.1.505

| ACCOUNT 5111.1.505 | Station 1 | Station 2 | Station 4 | TOTAL |
|--------------------|-----------------|----------------|----------------|-----------------|
| Propane | \$14,000 | \$1,800 | \$1,350 | \$17,150 |
| TOTALS | \$14,000 | \$1,800 | \$1,350 | \$17,150 |

FIRE OPERATIONS

LAFCO FEES

ACCOUNT 5627

| ACCOUNT 5627 | Fee | | | | TOTAL |
|--------------|---------|--|--|--|---------|
| LAFCO | \$2,797 | | | | \$2,797 |
| TOTALS | \$2,797 | | | | \$2,797 |

STRUCTURES

ACCOUNT 5640

| ACCOUNT 5640 | New Station 1 | Station Improvements | | TOTAL |
|------------------------|---------------|----------------------|--|-----------|
| Station 1 Loan Payment | \$211,698 | | | \$211,698 |
| Contingencies | \$0 | | | \$0 |
| TOTALS | \$211,698 | \$0 | | \$211,698 |

EQUIPMENT

ACCOUNT 5701

| ACCOUNT 5701 | Fire Suppression Structural/Wildland | EMS Compliancy | Administrative Vehicle & Eqpt. | Operations | TOTAL |
|--------------|--------------------------------------|----------------|--------------------------------|------------|-------|
| | | | | \$0 | \$0 |
| | | | | \$0 | \$0 |
| TOTALS | \$0 | \$0 | \$0 | \$0 | \$0 |

REVENUE ACCOUNT SUMMARY - Engine Paramedic

| ACCOUNT DESCRIPTION | REV ACCT | | Budgeted 2017-18 | Final Budget 2018-19 |
|---------------------------|-------------|----------|---------------------|----------------------------|
| Special Tax | 4077 | P | 362,276 | \$362,276 |
| TRANSFER FROM EMS/P TRUST | | | 144,688 | \$132,310 |
| TOTALS | | P | 506,964 | \$494,586 |

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 2017-18 | Preliminary Budget 2018-19 |
|---------------------------------|-------------|----------|-------------------------|----------------------------------|
| Salaries/Wages - Permanent | 5001.2.001 | P | 293,511 | \$289,462 |
| Retirement | 5001.2.050 | P | 64,248 | \$70,850 |
| Group Insurance | 5001.2.055 | P | 80,771 | \$83,130 |
| Uniform Allowance | 5001.2.062 | P | 1,200 | \$1,200 |
| Safety Clothing | 5111.2.111 | P | 2,728 | \$2,728 |
| Safety Equipment | 5111.2.115 | P | 1,000 | \$1,000 |
| Communications - Radios | 5111.2.121 | P | 1,000 | \$1,000 |
| Communications - Telephones | 5111.2.124 | P | 615 | \$615 |
| Housekeeping | 5111.2.141 | P | 1,900 | \$1,900 |
| Insurance - Property, Liability | 5111.2.151 | P | 2,204 | \$2,250 |
| Insurance - Worker's Comp | 5111.2.153 | P | 17,050 | \$17,828 |
| Maintenance - Apparatus | 5111.2.181 | P | 1,900 | \$1,900 |
| Building & Grounds Maintenance | 5111.2.201 | P | 0 | \$0 |
| Emergency Care | 5111.2.211 | P | 0 | \$0 |
| Office Expense | 5111.2.241 | P | 0 | \$0 |
| Professional Services | 5111.2.271 | P | 2,200 | \$2,200 |
| Small Tools - ALS | 5111.2.401 | P | 0 | \$0 |
| Small Tools - Hose | 5111.2.402 | P | 500 | \$500 |
| Special District Expense | 5111.2.411 | P | 700 | \$700 |
| SDE - Health Maintenance | 5111.2.412 | P | 3,000 | \$3,000 |
| SDE - Administrative Fee* | 5111.2.413 | P | 18,114 | \$0 |
| Training | 5111.2.422 | P | 1,500 | \$1,500 |
| Travel/Education/Training | 5111.2.478 | P | 2,700 | \$2,700 |
| Fuel | 5111.2.480 | P | 6,500 | \$6,500 |
| Special Tax Collection Fee | 5411 | P | 3,623 | \$3,623 |
| Fixed Assets/Special Purpose | 5703 | P | 0 | \$0 |
| TOTALS | | P | 506,964 | \$494,586 |

*Fee is 5% of Eng. Paramedic Special Tax amount.

ENGINE PARAMEDIC

Fiscal Year 2018-19

SALARIES/WAGES

ACCOUNT 5001.2.001

| | Base Salary | Regular Overtime | Holiday Pay | Retirement Benefit | Medicare | Total |
|--|------------------|------------------|-----------------|--------------------|----------------|------------------|
| Engineer Paramedic 1 | \$68,887 | \$1,795 | \$3,445 | \$2,965 | \$1,075 | \$78,167 |
| Engineer Paramedic 2 | \$64,681 | \$1,685 | \$3,234 | \$2,784 | \$1,009 | \$73,393 |
| Engineer Paramedic 3 | \$75,714 | \$1,972 | \$3,786 | \$3,259 | \$1,181 | \$85,912 |
| Relief, Project and Contingency Overtime | \$51,000 | | | | | \$51,000 |
| Paychex Payroll Fee | \$990 | | | | | \$990 |
| | | | | | | \$0 |
| TOTAL | \$261,272 | \$5,452 | \$10,465 | \$9,008 | \$3,265 | \$289,462 |

RETIREMENT

ACCOUNT 5001.2.050

| | PERS Classic | Unfunded Liability | PERS PEPRRA | Unfunded Liability | Contingency | Total |
|-------------------------|-----------------|--------------------|-------------|--------------------|-------------|-----------------|
| Engineer Paramedic 1 | \$13,057 | \$10,060 | \$0 | \$0 | | \$23,117 |
| Engineer Paramedic 2 | \$12,259 | \$10,060 | \$0 | \$0 | | \$22,319 |
| Engineer Paramedic 3 | \$14,350 | \$10,060 | \$0 | \$0 | | \$24,410 |
| PERS - Out of Class Pay | \$1,003 | | | | | \$1,003 |
| | | | | | | \$0 |
| TOTAL | \$40,670 | \$30,180 | \$0 | \$0 | \$0 | \$70,850 |

Classic Safety Plan Rate: 17.614% PEPRRA Safety Fire Plan: 12.141%

GROUP HEALTH INSURANCE

ACCOUNT 5001.2.055

| | Paramedics (3) | | | | | Total |
|----------------|-----------------|------------|------------|------------|------------|-----------------|
| Medical | \$76,230 | | | | | \$76,230 |
| Vision | \$750 | | | | | \$750 |
| Dental | \$5,187 | | | | | \$5,187 |
| Life | \$414 | | | | | \$414 |
| Group Accident | \$549 | | | | | \$549 |
| TOTAL | \$83,130 | \$0 | \$0 | \$0 | \$0 | \$83,130 |

UNIFORM ALLOWANCE

ACCOUNT 5001.2.062

| | Firefighter Paramedics | | | | | Total |
|-------------------|------------------------|--|--|--|--|----------------|
| Uniform Allowance | \$1,200 | | | | | \$1,200 |
| TOTAL | \$1,200 | | | | | \$1,200 |

ENGINE PARAMEDIC PROGRAM**SAFETY CLOTHING**

ACCOUNT 5111.2.111

| | Structure | Wildland | Total |
|----------------------|----------------|------------|----------------|
| Coats/Nomex Jackets | \$1,200 | | \$1,200 |
| Trousers/Nomex Pants | \$900 | | \$900 |
| Boots | \$300 | | \$300 |
| Helmets | \$300 | | \$300 |
| Gloves | \$27 | | \$27 |
| Hoods/Shrouds | | | \$0 |
| Damage Replacement | | | \$0 |
| Contingencies | \$1 | | \$1 |
| TOTALS | \$2,728 | \$0 | \$2,728 |

SAFETY EQUIPMENT

ACCOUNT 5111.2.115

| | Structure | Wildland | Total |
|--------------------------------|--------------|--------------|----------------|
| Badges | | | \$0 |
| Accountability Tags (passport) | \$50 | | \$50 |
| Belts, Bags, Canteens | \$200 | | \$200 |
| Hose Straps | | | \$0 |
| Fire Shelters | | \$500 | \$500 |
| Damage Replacement | \$50 | \$50 | \$100 |
| Contingencies | \$75 | \$75 | \$150 |
| TOTALS | \$375 | \$625 | \$1,000 |

COMMUNICATIONS - RADIOS

ACCOUNT 5111.2.121

| ACCOUNT 5121 | Purchase | Repairs | Total |
|------------------|------------|----------------|----------------|
| RADIOS: | | | |
| Mobile UHF Radio | | \$350 | \$350 |
| Portable | | \$200 | \$200 |
| Batteries | | | \$0 |
| PAGERS | | \$250 | \$250 |
| Accessories | | | \$0 |
| Contingencies | | \$200 | \$200 |
| TOTALS | \$0 | \$1,000 | \$1,000 |

ENGINE PARAMEDIC PROGRAM**COMMUNICATIONS - Telephone**

ACCOUNT 5111.2.124

| | Station 1 | E435 Cell | TOTAL |
|-------------------------------|--------------|-------------|--------------|
| Telephone Service | \$600 | | \$600 |
| Cellular Phone Service - E435 | | \$15 | \$15 |
| TOTALS | \$600 | \$15 | \$615 |

HOUSEHOLD EXPENSE

ACCOUNT 5111.2.141

| | | | TOTAL |
|---|--------------|----------------|----------------|
| Reimburse EPFD Fire Budget (20% of the actual costs within fire budget for Household Expense for the fiscal year will be paid from the Engine Paramedic Budget.) | | \$1,600 | \$1,600 |
| Kitchen Utensils/Cookware | \$100 | | \$100 |
| Contingency | 200 | | \$200 |
| TOTAL | \$300 | \$1,600 | \$1,900 |

INSURANCE - PROPERTY, LIABILITY

ACCOUNT 5111.2.151

| | | Liability Insurance | TOTAL |
|----------------|--|------------------------|---------|
| Annual Premium | | \$2,250 | \$2,250 |

Fire Agencies Insurance Risk Authority - FAIRA (JPA of Fire Districts Association of California)

INSURANCE - WORKERS' COMPENSATION

ACCOUNT 5111.2.153

| | Premium based on Salaries | Premium due to EMOD* | Premium on Overtime | TOTAL |
|--|------------------------------|-------------------------|------------------------|-----------------|
| Annual Premium | \$12,093 | \$5,200 | \$2,739 | \$20,032 |
| Less Credit Incentive Program Discount | (\$1,330) | (\$572) | (\$301) | (\$2,204) |
| TOTAL | \$10,763 | \$4,628 | \$2,437 | \$17,828 |

*Experience Modification Factor

Special District Risk Management Authority - SDRMA (JPA of CA Special Districts Association)

ENGINE PARAMEDIC PROGRAM

MAINTENANCE - Apparatus

ACCOUNT 5111.2.181

| | E-435 | | TOTAL |
|-----------------------|----------------|--|----------------|
| Annual Service | \$1,400 | | \$1,400 |
| Semi-annual Service | \$0 | | \$0 |
| Parts and Repairs | \$0 | | \$0 |
| Contingency/Emergency | \$500 | | \$500 |
| TOTALS | \$1,900 | | \$1,900 |

BUILDING & GROUNDS MAINTENANCE

ACCOUNT 5111.2.201

| | Paramedic | | TOTAL |
|---|------------|--|------------|
| FACILITIES: | | | |
| Facility Repair Share / Inventory/Storage | \$0 | | \$0 |
| Contingencies | \$0 | | \$0 |
| TOTALS | \$0 | | \$0 |

EMERGENCY CARE SUPPLIES

ACCOUNT 5111.2.211

| | Medications | Supplies | TOTAL |
|-------------------------|-------------|------------|------------|
| Emergency Care Supplies | | \$0 | \$0 |
| Contingencies | | \$0 | \$0 |
| TOTALS | \$0 | \$0 | \$0 |

ENGINE PARAMEDIC PROGRAM**OFFICE EXPENSE**

ACCOUNT 5111.2.241

| | Supplies | | TOTAL |
|--|------------|--|------------|
| Postage / Shipping | \$0 | | \$0 |
| UPS Charges | \$0 | | \$0 |
| CONSUMABLES: | | | |
| Misc. Office Supplies, Toner/Developer | \$0 | | \$0 |
| PRINTING: | | | |
| Requisitions / Business Cards | \$0 | | \$0 |
| EQUIPMENT: Laptop Computer | \$0 | | \$0 |
| Information Management: Software | | | \$0 |
| Contingencies | \$0 | | \$0 |
| TOTALS | \$0 | | \$0 |

PROFESSIONAL SERVICES

ACCOUNT 5111.2.271

| | Legal | Audit | Information Management | TOTAL |
|----------------------|--------------|----------------|------------------------|----------------|
| Service Consultation | \$500 | \$1,200 | \$500 | \$2,200 |
| | | | | \$0 |
| TOTAL | \$500 | \$1,200 | \$500 | \$2,200 |

SMALL TOOLS - Special Purchase

ACCOUNT 5111.2.402

| | Purchase | | TOTAL |
|---------------|--------------|--|--------------|
| Contingencies | \$500 | | \$500 |
| TOTALS | \$500 | | \$500 |

ENGINE PARAMEDIC PROGRAM**SMALL TOOLS / ALS EQUIPMENT**

ACCOUNT 5111.2.401

| | Purchase | Refurbish | Maintenance | Batteries/ Chargers | TOTAL |
|--------------------------|----------|-----------|-------------|------------------------|-------|
| Monitor/Defibrillator | | | | | \$0 |
| Suction Units | | | | | \$0 |
| Pulse Oximeters | | | | | \$0 |
| Laryngoscopes/Blades | | | | | \$0 |
| Testing Calibration | | | | | \$0 |
| Medical Boxes/Cases/Bags | | | | | \$0 |
| Contingencies | | | | | \$0 |
| TOTALS | \$0 | \$0 | \$0 | \$0 | \$0 |

SPECIAL DISTRICT EXPENSE

ACCOUNT 5111.2.411

| | | Award Recognition | Recruitment Process | Fees | TOTAL |
|-----------------------|--|----------------------|------------------------|------|-------|
| Recruitment / Testing | | | \$500 | | \$500 |
| DMV EPN Program | | | \$50 | | \$50 |
| Awards | | \$150 | | | \$150 |
| Contingencies | | \$0 | \$0 | | \$0 |
| TOTALS | | \$150 | \$550 | | \$700 |

HEALTH MAINTENANCE - SPECIAL DIST. EXPENSE ACCOUNT 5111.2.412

| | Paramedic | Health | | TOTAL |
|--|-----------|---------|--|---------|
| Physicals | \$500 | | | \$500 |
| Infectious Control -- (includes Hepatitis B vaccination; tuberculosis testing; lyme disease, Hepatitis B and tetanus bloodwork/boosters) | \$1,000 | | | \$1,000 |
| Physical Fitness Equipment | | \$500 | | \$500 |
| Health & Wellness Program | | \$1,000 | | \$1,000 |
| TOTALS | \$1,500 | \$1,500 | | \$3,000 |

ENGINE PARAMEDIC PROGRAM

SPECIAL DISTRICT EXPENSE

ACCOUNT 5111.2.413

| | Paramedic | TOTAL |
|--------------------|-----------|-------|
| Administrative Fee | \$0 | \$0 |

NOTE ON ACCOUNT 5413P:

Fee was determined to not be transferred to the Fire Budget due to trust fund no longer viable. Actual expenses only to be applied for any administrative costs.

TRAINING

ACCOUNT 5111.2.422

| | Fees | Props/Aids | TOTAL |
|--------------------------------|----------------|--------------|----------------|
| Books | | \$250 | \$250 |
| Paramedic Recertification Fees | \$1,000 | | \$1,000 |
| Contingencies | | \$250 | \$250 |
| TOTALS | \$1,000 | \$500 | \$1,500 |

TRAVEL/EDUCATION/TRAINING

ACCOUNT 5111.2.478

| | Administration | Paramedics | TOTAL |
|----------------------|----------------|----------------|----------------|
| EMS Meetings | \$100 | | \$100 |
| Seminars/Conferences | \$100 | | \$100 |
| Professional Growth | | \$1,500 | \$1,500 |
| Certified Training | \$1,000 | | \$1,000 |
| Contingency | \$0 | | \$0 |
| TOTALS | \$1,200 | \$1,500 | \$2,700 |

FUEL

ACCOUNT 5111.2.480

| | Diesel | TOTAL |
|---------------|----------------|----------------|
| E-435 | \$6,500 | \$6,500 |
| TOTALS | \$6,500 | \$6,500 |

ENGINE PARAMEDIC PROGRAM

SPECIAL DISTRICT EXPENSE

Special Tax Handling Fee

ACCOUNT

5411

| | Fee | | TOTAL |
|---|----------------|------------|-----------------------|
| County Auditor Special Tax Handling Fee (1%) | \$3,623 | | \$0 \$3,623 \$0 |
| TOTALS | \$3,623 | \$0 | \$3,623 |

Previously shown as debit against revenue.

REVENUE ACCOUNT SUMMARY - Sta. 3 A

| ACCOUNT DESCRIPTION | REVENUE ACCOUNT | | Budgeted Revenue 2017-18 | Final Budget 2018-19 |
|--|-----------------|----------|--------------------------|----------------------|
| Special Tax | 4077 | A | 829,213 | \$829,213 |
| EMS Transport Revenue | 4660 | A | 650,000 | \$700,000 |
| Other Programs - State (GEMT) | 4479 | A | 9,000 | \$9,000 |
| State Other Aid (IGT) | 4580 | A | 60,000 | \$65,000 |
| Transient Occupancy Taxes (TOT) | 4072 | A | - | \$16,743 |
| State Aid for Public Safety (Prop 172) | 4472 | A | - | \$19,111 |
| TRANSFER FROM Sta. 3 A TRUST | | | 268,632 | \$266,603 |
| TOTALS | | A | \$1,816,845 | \$1,905,670 |

EXPENDITURE ACCOUNT SUMMARY - Sta. 3 A

| ACCOUNT DESCRIPTION | ACCT No. | | Budgeted 2017-18 | Final Budget 2018-19 |
|-----------------------------------|------------|----------|------------------|----------------------|
| Salaries/Wages - Permanent | 5001.3.001 | A | 1,011,073 | \$1,041,835 |
| Retirement | 5001.3.050 | A | 187,951 | \$196,735 |
| Group Insurance | 5001.3.055 | A | 273,264 | \$284,870 |
| Uniform Allowance | 5001.3.062 | A | 4,800 | \$4,800 |
| Safety Clothing | 5111.3.111 | A | 11,890 | \$11,890 |
| 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 | 3,325 | \$3,325 |
| Food | 5111.3.131 | A | 400 | \$400 |
| Housekeeping | 5111.3.141 | A | 4,624 | \$4,624 |
| Insurance - Property, Liability | 5111.3.151 | A | 6,000 | \$9,000 |
| Insurance - Worker's Comp | 5111.3.153 | A | 50,000 | \$60,210 |
| 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 | 30,000 | \$30,000 |
| Professional Memberships | 5111.3.221 | A | 150 | \$150 |
| Office Expense | 5111.3.241 | A | 1,800 | \$1,800 |
| Office Expense - Copies | 5111.3.245 | A | 105 | \$105 |
| Professional Services | 5111.3.271 | A | 59,640 | \$59,640 |
| Small Tools - ALS | 5111.3.401 | A | 6,000 | \$6,000 |
| Small Tools - Special Purpose | 5111.3.402 | A | 1,050 | \$1,050 |
| Special District Expense | 5111.3.411 | A | 13,136 | \$13,136 |
| SDE - Health Maintenance | 5111.3.412 | A | 3,000 | \$3,000 |
| SDE - Admin. Fee / GEMT Admin Fee | 5111.3.413 | A | 45,261 | \$3,800 |
| Training | 5111.3.422 | A | 2,000 | \$2,000 |
| Travel/Education/Training | 5111.3.478 | A | 4,500 | \$4,500 |
| Fuel | 5111.3.480 | A | 11,000 | \$11,000 |
| Utilities-Water/Sewer | 5111.3.501 | A | 900 | \$900 |
| Utilities-Electricity | 5111.3.504 | A | 1,900 | \$1,900 |
| Utilities-Propane | 5111.3.505 | A | 5,000 | \$5,000 |
| Bank Charges - Lockbox Account | 5403 | A | 1,800 | \$1,800 |
| Special Tax Handling Fee | 5411 | A | 8,276 | \$8,276 |
| Refund Overpayment | 5612 | A | 25,000 | \$40,747 |
| Structures | 5640 | A | 0 | \$0 |
| Equipment | 5701 | A | 0 | \$50,177 |
| Fixed Assets/Special Purpose | 5703 | A | 0 | \$ (0) |
| TOTALS | | A | 1,816,845 | \$1,905,670 |

STATION 3 A

Fiscal Year 2018-19

SALARIES/WAGES

ACCOUNT 5001.3.001

| | Base Salary | Regular Overtime | Holiday Pay | Retirement Benefit | Medicare | Total |
|--|------------------|------------------|-----------------|--------------------|-----------------|--------------------|
| Engineer Medic/EMT 1 | \$75,714 | \$1,972 | \$3,786 | \$3,259 | \$1,181 | \$85,912 |
| Engineer Medic/EMT 2 | \$67,945 | \$1,770 | \$3,398 | \$2,925 | \$1,060 | \$77,098 |
| Engineer Medic/EMT 3 | \$67,945 | \$1,770 | \$3,398 | \$2,925 | \$1,060 | \$77,098 |
| Medic/EMT 1 | \$69,515 | \$1,811 | \$3,476 | \$2,992 | \$1,085 | \$78,879 |
| Medic/EMT 2 | \$67,359 | \$1,755 | \$3,368 | \$2,899 | \$1,051 | \$76,432 |
| Medic/EMT 3 | \$61,286 | \$1,597 | \$3,065 | \$2,638 | \$956 | \$69,542 |
| Medic/EMT 4 | \$65,271 | \$1,700 | \$3,264 | \$2,809 | \$1,018 | \$74,063 |
| Medic/EMT 5 | \$53,292 | \$1,388 | \$2,665 | \$2,294 | \$832 | \$60,470 |
| Medic/EMT 6 | \$53,292 | \$1,388 | \$2,665 | \$2,294 | \$832 | \$60,470 |
| Medic/EMT 7 | \$51,340 | \$1,345 | \$2,582 | \$2,211 | \$801 | \$58,279 |
| Medic/EMT 8 | \$55,760 | \$1,453 | \$2,788 | \$2,400 | \$870 | \$63,271 |
| Medic/EMT 9 | \$55,760 | \$1,453 | \$2,788 | \$2,400 | \$870 | \$63,271 |
| Specialty Pay | \$1,800 | | | | | \$1,800 |
| Relief, Project and Contingency Overtime | \$153,000 | | | | \$38,750 | \$191,750 |
| Paychex Payroll Fee | \$3,500 | | | | | \$3,500 |
| | | | | | | \$0 |
| TOTAL | \$902,779 | \$19,402 | \$37,243 | \$32,045 | \$50,366 | \$1,041,835 |

RETIREMENT

ACCOUNT 5001.3.050

| | PERS Classic | Unfunded Liability | PERS PEPRA | Unfunded Liability | Contingency | Total |
|-------------------------|-----------------|--------------------|-----------------|--------------------|-------------|------------------|
| Engineer Medic/EMT 1 | \$13,722 | \$10,424 | \$0 | \$0 | | \$24,146 |
| Engineer Medic/EMT 2 | \$12,314 | \$10,424 | \$0 | \$0 | | \$22,738 |
| Engineer Medic/EMT 3 | \$12,314 | \$10,424 | \$0 | \$0 | | \$22,738 |
| Medic/EMT 1 | \$12,598 | \$10,424 | \$0 | \$0 | | \$23,022 |
| Medic/EMT 2 | \$12,207 | \$10,424 | \$0 | \$0 | | \$22,631 |
| Medic/EMT 3 | \$11,107 | \$10,424 | \$0 | \$0 | | \$21,531 |
| Medic/EMT 4 | \$11,829 | \$10,424 | \$0 | \$0 | | \$22,253 |
| Medic/EMT 5 | \$0 | \$0 | \$8,527 | \$46 | | \$8,573 |
| Medic/EMT 6 | \$0 | \$0 | \$6,962 | \$46 | | \$7,008 |
| Medic/EMT 7 | \$0 | \$0 | \$6,962 | \$46 | | \$7,008 |
| Medic/EMT 8 | \$0 | \$0 | \$6,710 | \$46 | | \$6,756 |
| Medic/EMT 9 | \$0 | \$0 | \$7,285 | \$46 | | \$7,331 |
| PERS - Out of Class Pay | \$1,000 | | \$0 | | | \$1,000 |
| | | | | | \$0 | \$0 |
| TOTAL | \$87,090 | \$72,968 | \$36,446 | \$230 | \$0 | \$196,735 |

Classic Misc.Plan Rate: 7.634% Classic Safety Plan Rate: 17.614%
 PEPRA Misc.Plan Rate: 13.092% PEPRA Safety Fire Plan: 12.141%

STATION 3 A

FY 2018-19

GROUP HEALTH INSURANCE

ACCOUNT 5001.3.055

| | Engineers (3) A | FF-Medics (3) A | FF-Medics (3) T | Firefighters (3) T | Total |
|----------------|--------------------|--------------------|--------------------|-----------------------|------------------|
| Medical | \$76,230 | \$76,230 | \$70,335 | \$39,075 | \$261,870 |
| Vision | \$750 | \$750 | \$655 | \$309 | \$2,464 |
| Dental | \$5,187 | \$5,187 | \$4,464 | \$2,042 | \$16,880 |
| Life | \$414 | \$414 | \$414 | \$414 | \$1,656 |
| | | | | | \$0 |
| Group Accident | \$500 | \$500 | \$500 | \$500 | \$2,000 |
| TOTAL | \$83,081 | \$83,081 | \$76,368 | \$42,340 | \$284,870 |

UNIFORM ALLOWANCE

ACCOUNT 5001.3.062

| | Uniform Allowance | | | | Total |
|----------------------|----------------------|------------|------------|------------|----------------|
| Engineer Medic/EMT 1 | \$400 | | | | \$400 |
| Engineer Medic/EMT 2 | \$400 | | | | \$400 |
| Engineer Medic/EMT 3 | \$400 | | | | \$400 |
| Medic/EMT 1 | \$400 | | | | \$400 |
| Medic/EMT 2 | \$400 | | | | \$400 |
| Medic/EMT 3 | \$400 | | | | \$400 |
| Medic/EMT 4 | \$400 | | | | \$400 |
| Medic/EMT 5 | \$400 | | | | \$400 |
| Medic/EMT 6 | \$400 | | | | \$400 |
| Medic/EMT 7 | \$400 | | | | \$400 |
| Medic/EMT 8 | \$400 | | | | \$400 |
| Medic/EMT 9 | \$400 | | | | \$400 |
| | | | | | \$0 |
| TOTAL | \$4,800 | \$0 | \$0 | \$0 | \$4,800 |

STATION 3 A

SAFETY CLOTHING

ACCOUNT 5111.3.111

| ACCOUNT 5111 A | | | | Total |
|----------------------|-----|-----------------|--------------|-----------------|
| | Qty | Structure | Wildland | |
| Coats/Nomex Jackets | | \$4,800 | | \$4,800 |
| Trousers/Nomex Pants | | \$3,600 | | \$3,600 |
| Boots | | \$1,200 | \$982 | \$2,182 |
| Helmets | | \$1,200 | | \$1,200 |
| Suspenders | | | | \$0 |
| Gloves | | \$108 | | \$108 |
| Hoods/Shrouds | | | | \$0 |
| Damage Replacement | | | | \$0 |
| Contingencies | | \$0 | \$0 | \$0 |
| TOTALS | | \$10,908 | \$982 | \$11,890 |

SAFETY EQUIPMENT

ACCOUNT 5111.3.115

| ACCOUNT 5115 A | | | | Total |
|-----------------------------|-----|--------------|----------------|----------------|
| | Qty | Structure | Wildland | |
| Badges | | \$200 | | \$200 |
| Shields/Accessories/Goggles | | \$250 | \$150 | \$400 |
| Belts, Bags, Canteens | | | \$200 | \$200 |
| Hose Straps | | | \$100 | \$100 |
| Fire Shelters | | | \$750 | \$750 |
| Damage Replacement | | \$250 | \$250 | \$500 |
| Contingencies | | \$50 | \$50 | \$100 |
| TOTALS | | \$750 | \$1,500 | \$2,250 |

COMMUNICATIONS - RADIOS

ACCOUNT 5111.3.121

| ACCOUNT 5121 A | | | | Total |
|----------------------------|--------------|--------------|----------------|----------------|
| | Purchase | Batteries | Repairs | |
| RADIOS: | | | | \$0 |
| Mobile UHF Radio / Install | | | \$1,000 | \$1,000 |
| Base Station Radio Install | | | \$1,000 | \$1,000 |
| Portable | | \$300 | \$600 | \$900 |
| Headsets | | | \$600 | \$600 |
| Accessories | \$300 | | | \$300 |
| PAGERS | | | | \$0 |
| Accessories | | | | \$0 |
| Code 3 Equipment | | | \$200 | \$200 |
| Contingencies | | | \$500 | \$500 |
| TOTALS | \$300 | \$300 | \$3,900 | \$4,500 |

STATION 3 A

COMMUNICATIONS - Telephone

ACCOUNT 5111.3.124

| | Telephone Service | Cellular Service | Other | TOTAL |
|------------------------------|-------------------|------------------|------------|----------------|
| Station 3 Telephone/Internet | \$2,700 | | | \$2,700 |
| Cellular: M-437, M433 | | \$375 | | \$375 |
| Cellular: E-437 | | \$250 | | \$250 |
| Contingencies | | | \$0 | \$0 |
| TOTALS | \$2,700 | \$625 | \$0 | \$3,325 |

FOOD

ACCOUNT 5111.3.131

| | Training Meetings | EMS Meetings | TOTAL |
|--------------------|-------------------|--------------|--------------|
| Meals/Refreshments | \$200 | \$200 | \$400 |
| TOTAL | \$200 | \$200 | \$400 |

HOUSEHOLD EXPENSE

ACCOUNT 5111.3.141

| | Station 3 | Cleaning Supplies | TOTAL |
|--------------------|----------------|-------------------|----------------|
| Household Supplies | | \$2,000 | \$2,000 |
| Pest Control | \$240 | | \$240 |
| Trash Disposal | \$1,284 | | \$1,284 |
| Towel Service | \$600 | | \$600 |
| Contingency | | \$500 | \$500 |
| TOTAL | \$2,124 | \$2,500 | \$4,624 |

INSURANCE - PROPERTY, LIABILITY

ACCOUNT 5111.3.151

| | Liability Insurance | TOTAL |
|----------------|---------------------|---------|
| Annual Premium | \$9,000 | \$9,000 |

Fire Agencies Insurance Risk Authority - FAIRA (JPA of Fire Districts Association of California)

INSURANCE - WORKERS' COMPENSATION

ACCOUNT 5111.3.153

| | Premium based on Salaries | Premium due to EMOD* | Premium on Overtime | TOTAL |
|--|---------------------------|----------------------|---------------------|-----------------|
| Annual Premium | \$39,798 | \$17,113 | \$10,740 | \$67,652 |
| Less Credit Incentive Program Discount | (\$4,378) | (\$1,882) | (\$1,181) | (\$7,442) |
| TOTAL | \$35,420 | \$15,231 | \$9,559 | \$60,210 |

*Experience Modification Factor

Special District Risk Management Authority - SDRMA (JPA of CA Special Districts Association)

STATION 3 A

MAINTENANCE - TRANSPORT UNITS

ACCOUNT 5111.3.183

| | M 437 | M 433 | M 431/2 2008 Ford | M-435 2012 F450 Amb | TOTAL |
|------------------------------|-----------------|----------------|----------------------|------------------------|-----------------|
| Annual & Semi-Annual Service | \$300 | | | \$1,000 | \$1,300 |
| Parts and Repairs | \$5,000 | \$2,700 | | \$6,000 | \$13,700 |
| Service | \$500 | \$3,000 | | \$500 | \$4,000 |
| Tires | \$1,200 | \$500 | \$500 | \$1,500 | \$3,700 |
| Contingency/Emergency | \$3,000 | \$2,000 | \$2,000 | \$1,550 | \$8,550 |
| TOTALS | \$10,000 | \$8,200 | \$2,500 | \$10,550 | \$31,250 |

BUILDING & GROUNDS MAINTENANCE

ACCOUNT 5111.3.201

| | | Station 3 | | | TOTAL |
|--------------------------|--|----------------|--|--|----------------|
| PROJECTS/REPAIRS: | | \$2,500 | | | \$2,500 |
| Station Generator Maint. | | \$500 | | | \$500 |
| Station Repair | | \$1,000 | | | \$1,000 |
| Contingencies | | \$1,000 | | | \$1,000 |
| TOTALS | | \$5,000 | | | \$5,000 |

EMERGENCY CARE SUPPLIES

ACCOUNT 5111.3.211

| | Supplies | | Maint. | Batteries | TOTAL |
|---------------------|-----------------|--|----------------|--------------|-----------------|
| MEDICATIONS: | \$9,250 | | | | \$9,250 |
| Outdates/Damaged | \$875 | | | | \$875 |
| MEDICAL SUPPLIES* | \$8,850 | | | | \$8,850 |
| Oxygen | \$6,280 | | | | \$6,280 |
| Oxygen Cascade Tank | | | \$500 | | \$500 |
| Contingencies | \$1,700 | | \$1,600 | \$945 | \$4,245 |
| TOTALS | \$26,955 | | \$2,100 | \$945 | \$30,000 |

*includes infectious control, disposable and IV supplies.

PROFESSIONAL MEMBERSHIPS

ACCOUNT 5111.3.221

| | | Station 3 | | | TOTAL |
|-------------------|--|--------------|--|--|--------------|
| CFCA: EMS Section | | \$150 | | | \$150 |
| Contingencies | | \$0 | | | \$0 |
| TOTALS | | \$150 | | | \$150 |

STATION 3 A

OFFICE EXPENSE

ACCOUNT 5111.3.241

| | Supplies | Purchase | TOTAL |
|--|----------------|------------|----------------|
| Misc. Office Supplies, Toner/Developer | \$500 | | \$500 |
| File Cabinets/Storage Cabinets | \$500 | | \$500 |
| Requisitions / Business Cards | \$300 | | \$300 |
| EQUIPMENT: Laptop Computer / Printer/Fax | | | \$0 |
| Information Management: Software | | | \$0 |
| Contingencies | \$500 | | \$500 |
| TOTALS | \$1,800 | \$0 | \$1,800 |

OFFICE EXPENSE - Copies

ACCOUNT 5111.3.245

| | Copies | | TOTAL |
|------------------------|--------------|------------|--------------|
| Copier Maintenance Fee | \$100 | | \$100 |
| Contingencies | \$5 | | \$5 |
| TOTALS | \$105 | \$0 | \$105 |

PROFESSIONAL SERVICES

ACCOUNT 5111.3.271

| | Audit | Ambulance | TOTAL |
|--|----------------|-----------------|-----------------|
| CAAS Accreditation | | | \$0 |
| MVEMSA Annual Emergency Transport Fee | | \$3,850 | \$3,850 |
| EMS Dispatch Fee - Calaveras Co Sheriff's Office | | \$24,000 | \$24,000 |
| Transport Billing Service | | \$29,790 | \$29,790 |
| Audit | \$2,000 | | \$2,000 |
| TOTAL | \$2,000 | \$57,640 | \$59,640 |

SMALL TOOLS / ALS EQUIPMENT

ACCOUNT 5111.3.401

| | Purchase | Maintenance | Batteries/ Chargers | TOTAL |
|--------------------------------|--------------|----------------|------------------------|----------------|
| Monitor/Defibrillator | | \$1,100 | \$900 | \$2,000 |
| CO2 Monitor | | \$200 | \$200 | \$400 |
| Suction Units | | \$100 | \$25 | \$125 |
| Pulse Oximeters, Layrngoscopes | \$25 | \$50 | | \$75 |
| Gurney Maintenance | | \$1,000 | | \$1,000 |
| Testing Calibration | | \$1,300 | | \$1,300 |
| Medical Boxes/Cases/Bags | \$350 | \$250 | | \$600 |
| Contingencies | \$500 | | | \$500 |
| TOTALS | \$875 | \$4,000 | \$1,125 | \$6,000 |

SMALL TOOLS - SPECIAL PURPOSE

ACCOUNT 5111.3.402

| | Purchase | Maintenance | | TOTAL |
|---------------|--------------|--------------|------------|----------------|
| Gas Detector | | \$200 | | \$200 |
| Hose Packs | \$200 | | | \$200 |
| Contingency | \$650 | | | \$650 |
| TOTALS | \$850 | \$200 | \$0 | \$1,050 |

STATION 3 A

SPECIAL DISTRICT EXPENSE

ACCOUNT 5111.3.411

| | | Award Recognition | Recruitment Process | Transport | TOTAL |
|---------------------------------|-----|-------------------------------------|---------------------|-----------|----------|
| Recruitment/Testing | | | \$500 | | \$500 |
| Background Checks | | | \$500 | | \$500 |
| DMV EPN Program | | | | \$100 | \$100 |
| Awards, Award Dinner | | \$300 | | | \$300 |
| ePCR Software Subscription | | | | \$3,836 | \$3,836 |
| Emergency Reporting System | | | | \$450 | \$450 |
| Medical Waste Disposal | | | | \$7,200 | \$7,200 |
| Co Auditor Special Tax Coll Fee | | Now shown in specific account 5411A | | | \$0 |
| Contingencies | | \$250 | | | \$250 |
| TOTALS | \$0 | \$550 | \$1,000 | \$11,586 | \$13,136 |

HEALTH MAINTENANCE - SPECIAL DIST. EXPENSE

ACCOUNT 5111.3.412

| | Employees | Purchase | | TOTAL |
|----------------------------|-----------|----------|--|---------|
| Physicals | \$1,000 | | | \$1,000 |
| Physical Fitness Equipment | | \$1,000 | | \$1,000 |
| Health & Wellness Program | \$1,000 | | | \$1,000 |
| TOTALS | \$2,000 | \$1,000 | | \$3,000 |

SPECIAL DISTRICT EXPENSE

ACCOUNT 5111.3.413

| | Station 3 | Ambulance | | TOTAL |
|-------------------------|-----------|-----------|-----|---------|
| GEMT Administrative Fee | | \$3,800 | | \$3,800 |
| Administrative Fee | \$0 | | | \$0 |
| TOTALS | \$0 | \$3,800 | \$0 | \$3,800 |

NOTE ON ACCOUNT 5413A:
 Fee was determined to not be transferred to the Fire Budget due to trust fund no longer viable. Actual expenses only to be applied for any administrative costs.

TRAINING

ACCOUNT 5111.3.422

| | Registration | Props/Aids | | TOTAL |
|--------------------------------|--------------|------------|-----|---------|
| Paramedic Recertification Fees | \$1,000 | | | \$1,000 |
| Books, Software | \$500 | | | \$500 |
| Contingencies | \$100 | \$400 | | \$500 |
| TOTALS | \$1,600 | \$400 | \$0 | \$2,000 |

STATION 3 A

TRAVEL/EDUCATION/TRAINING

ACCOUNT 5111.3.478

| | Shift Personnel | Administration | | TOTAL |
|---------------------|--------------------|----------------|------------|----------------|
| Professional Growth | \$3,000 | | | \$3,000 |
| Certified Training | | \$1,500 | | \$1,500 |
| TOTALS | \$3,000 | \$1,500 | \$0 | \$4,500 |

FUEL

ACCOUNT 5111.3.480

| ACCOUNT 5480 | Diesel | | | TOTAL |
|----------------------|-----------------|------------|--|-----------------|
| M -437, E-437, U-433 | \$11,000 | | | \$11,000 |
| TOTALS | \$11,000 | \$0 | | \$11,000 |

UTILITIES - WATER/SEWER

ACCOUNT 5111.3.501

| | | Station 3 | | Total |
|---------------|--|--------------|--|--------------|
| | | | | \$0 |
| Water | | \$900 | | \$900 |
| TOTALS | | \$900 | | \$900 |

UTILITIES - ELECTRICAL

ACCOUNT 5111.3.504

| | | Station 3 | | Total |
|---------------|--|----------------|--|----------------|
| | | | | \$0 |
| Electricity | | \$1,900 | | \$1,900 |
| TOTALS | | \$1,900 | | \$1,900 |

UTILITIES - PROPANE

ACCOUNT 5111.3.505

| | | Station 3 | | Total |
|---------------|--|----------------|--|----------------|
| | | | | |
| Propane | | \$5,000 | | \$5,000 |
| TOTALS | | \$5,000 | | \$5,000 |

STATION 3 A**Lockbox Fee****ACCOUNT 5403 A**

| | Fee | | TOTAL |
|-------------------------|----------------|------------|----------------|
| Bank Administrative Fee | \$1,800 | | \$1,800 |
| | | | \$0 |
| TOTALS | \$1,800 | \$0 | \$1,800 |

SPECIAL DISTRICT EXPENSE**Special Tax Handling Fee****ACCOUNT 5411 A**

| | Fee | | TOTAL |
|---|----------------|------------|----------------|
| County Auditor Special Tax Handling Fee (1%) | \$8,276 | | \$8,276 |
| TOTAL | \$8,276 | \$0 | \$8,276 |

Previously shown as a debit against revenue.

Refunds**ACCOUNT 5612 A**

| | Transport Overpayments | GEMT | TOTAL |
|--------------------|---------------------------|-----------------|-----------------|
| Refund Overpayment | \$25,000 | \$15,747 | \$40,747 |
| | | | \$0 |
| TOTAL | \$25,000 | \$15,747 | \$40,747 |

STRUCTURES**ACCOUNT 5640 A**

| | Station 3 | | TOTAL |
|-------------------|------------|------------|------------|
| Property Purchase | \$0 | | \$0 |
| | | | \$0 |
| TOTAL | \$0 | \$0 | \$0 |

EQUIPMENT**ACCOUNT 5701 A**

| | Purchase | Equipment | TOTAL |
|-----------------------------|-----------------|----------------|-----------------|
| Ambulance Lease-Purchase | \$39,900 | | \$39,900 |
| California State Sales Tax | \$7,062 | | \$7,062 |
| Med-Vault Mini & software | | \$2,055 | \$2,055 |
| Radio Chargers, Mics, Cable | | \$886 | \$886 |
| Rechargeable Flashlights | | \$274 | \$274 |
| TOTALS | \$46,962 | \$3,215 | \$50,177 |

Appropriations (Gann) Limit Calculations Ebbetts Pass Fire District 2018-19

| | |
|--|--------------------|
| Previous Year (2017-18) Appropriations Limit | \$2,959,934 |
| Adjustment Factor (-0.18+100/100)(3.67+100/100) [population factor times inflation factor] | 1.03483 |
| Calculated 2018-19 Appropriations Limit | \$3,063,040 |
| TOTAL 2018-19 Appropriations Limit | \$3,063,040 |

2018-19 Estimated Appropriations Subject to Limitation

Estimated Proceeds of Taxes

| | | |
|--------------------------------------|-------|-------------|
| Property Taxes-Current Secured | 4010 | \$1,962,772 |
| Unitary Tax | 4015 | \$44,633 |
| Supplemental Taxes - Current Secured | 4017 | \$13,902 |
| Property Taxes - Current Unsecured | 4020 | \$30,216 |
| Supplemental Taxes-Current Unsecured | 4027 | \$504 |
| Prior Year Taxes | 4040 | \$1,095 |
| Transient Occupancy Taxes (TOT) | 4072 | \$16,743 |
| State Aid Public Safety (Prop 172) | 4472 | \$19,111 |
| Special Tax | 4077P | \$362,276 |
| Special Tax | 4077A | \$829,213 |

Total Estimated Proceeds of Taxes \$3,280,465

2018-19 Estimated Excluded Expenditures

Court-Ordered Mandates

| | |
|-------------------------|-----------|
| :FLSA -Regular Overtime | \$39,059 |
| :FLSA -Overtime | \$124,667 |

Federal Mandates:

| | |
|------------------------|-----------|
| :Worker's Comp - SDRMA | \$148,891 |
| :Medicare | |

Qualified Capital Outlays

| | |
|--------------------------|----------|
| : new ambulance - year 1 | \$50,177 |
|--------------------------|----------|

Qualified Debt Service

| | |
|--------------------------|-----------|
| : Station 1 Loan Payment | \$211,698 |
|--------------------------|-----------|

Less Total Excludable Estimated Expenditures (\$574,492)

Appropriations Subject to Limitation \$2,705,973

Current Year Appropriations Limit \$3,063,040

Over/(Under) Limit (\$357,067)

Office of the Sheriff

1045 Jeff Tuttle Drive
San Andreas, CA 95249



Rick DiBasilio, Sheriff

209.754.6500
sheriff@co.calaveras.ca.us

12 July 2018

Captain Michael Johnson
Ebbetts Pass Fire District
PO Box 66
Arnold, CA 95223

Subject: Calaveras County Dispatch Services Contract
FY18-19 Dispatch Services Rate Escalation

Dear Captain Johnson:

Pursuant to the Ebbetts Pass Fire District and Calaveras County dispatch services contract paragraph 9(b), this letter advises of escalation of the services rate from \$40.73 to \$42.32, net increase of \$1.59 or 3.9 percent. The escalation is based upon CPI-U for San Francisco-Oakland-San Jose (June). See enclosed.

Effective July 1, 2018 through June 30, 2019, the new dispatch billing rate shall be \$42.32. Thank you.

Sincerely,

Maria L. Hinsey
Business Administrator
Calaveras County Sheriff's Office

RECEIVED

JUL 16 2018

Ebbetts Pass Fire District

Enclosure, as noted.

2018 ETHICS TRAINING

CALAVERAS LAFCO

Ethics Training (AB 1234) designed for Special District and Local Government Boards and Staff within Calaveras County

WHEN: Friday, **October 19, 2018:** 2:00 PM until 4:00 PM

WHERE: **Calaveras County Board of Supervisor's Room 891 Mountain Ranch Road, San Andreas CA**

COST: This training is sponsored by Best Best and Krieger, LLP and Calaveras LAFCO with the Calaveras County Clerk to the Board of Supervisors and LAFCo at no cost to local agencies.

It is the goal of the Calaveras Local Agency Formation Commission (LAFCO) to sponsor training for special districts and agencies within Calaveras County.

The session will cover the Brown Act, the Public Records Act, conflicts of interest, and general ethics principles, and will satisfy your AB 1234 training requirements for this year. Josh Nelson and Kara Ueda of Best Best and Krieger will be providing the training.

No reservations are necessary. Certificates will be mailed after the training to those who attend. If you have any questions regarding AB-1234 requirements please contact Diane Severud, Clerk to the Board of Supervisors at (209) 754-6370 or dseverud@co.calaveras.ca.us John Benoit, LAFCo Executive Officer at (209) 754-6511 or johnbenoit@surewest.net . We will look forward to seeing you.

Please see the attached Memo from Josh Nelson of Best Best and Krieger, LLP for more information.

BEST BEST & KRIEGER

ATTORNEYS AT LAW

500 Capitol Mall, Suite 1700
Sacramento, California 95814
(916) 325-4000
(916) 325-4010 Fax

BBKlaw.com

Joshua Nelson
(916) 325-4000
Joshua.Nelson@bbklaw.com

TO: CALAVERAS COUNTY PUBLIC AGENCIES AND OFFICIALS
FROM: BEST BEST & KRIEGER LLP
RE: AB 1234 MANDATORY ETHICS TRAINING REQUIREMENTS

Local elected officials and some public agency employees in California are required to receive at least two hours of training, every two years, in general ethics principles and ethics laws relevant to their public service. (This is sometimes known as AB 1234 training.) For most affected officials and employees, 2018 is a year in which this training is required.

Although this training can be completed online, we have found that receiving the training from a live presenter is helpful, because it allows officials and employees to ask questions and hear the questions and experiences shared by other people. Because we recognize the financial strains currently affecting many public agencies, we would like to invite the officials and employees from every public agency in Calaveras County to attend a completely free ethics training session, to be conducted on Friday, October 19, 2018. The training session will be conducted at the Board of Supervisor's Chambers 891 Mountain Ranch Road San Andreas, CA from 2:00 PM until 4:00 PM. The session will cover the Brown Act, the Public Records Act, conflicts of interest, and general ethics principles, and will satisfy your training requirements for this year. Along with the training, we will also provide certificates of participation, all free of charge.

Our firm acts as city attorneys for more than 40 cities in California, general counsel or special counsel for more than 60 special districts, and we have conducted dozens of ethics training sessions, so we should be able to answer most questions you have during the training session.

This training is being offered jointly by Calaveras LAFCo, and by our firm. No RSVP is necessary. You may contact me at (916) 325-4000 with any questions, and we will look forward to seeing you.

Josh Nelson
for BEST BEST & KRIEGER LLP
Public Policy & Ethics Group

Registration for Local Agency Executive Workshop

Deadline for Registration: October 15, 2018

Name: _____ Date: _____

Agency _____

By signing below, I understand that if the participant does not show up for class or does not complete the course, that my Agency is still financially responsible for tuition fees.

Fire Chief Signature: _____

Date: _____

Payment at time of class

Bill my Agency

Address _____

**Make Checks Payable to:
M.I.T.O.A**

Please return registration form to:

Motherlode Interagency Training Officers Association
billfullerton@sbcglobal.net or

Training Announcement

Local Agency Executive Workshop

Dates: November 3, 2018

Time: 09:00-16:00

Location: Murphys Fire District Station Training Center 39 Jones Street,
Murphys CA 95247

Tuition: \$50.00

With CCS you get all the benefits of an experienced, professional, full-time agency administrator at a fraction of the cost

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Elk Grove, CA 95758

The logo for Crabtree Consulting Services, LLC, featuring the letters 'CCS' in a bold, sans-serif font. The letters are white with a dark outline and are set against a dark, textured rectangular background.

Crabtree Consulting Services, LLC

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9245 Laguna Springs Dr., Suite 200, Elk Grove, CA 95758

Office 916-365-2279

Fax 360-684-8891



<http://www.crabtreeconsulting.net>

CCS brings this six hour board governance workshop to your agency, its Board and Officers, at your location, and on your schedule.

District Governance:

- ✓ Board Administration Policies
- ✓ Department Administration Policies
- ✓ Department Operations
- ✓ Business Continuation Plans

Board Dynamics:

- ✓ Internal Board Dynamics
- ✓ Board – Executive Officer Dynamics
- ✓ The Dysfunctional Board
- ✓ Internal & External Communications

Rumors: If you're not part of the solution, then you're part of the problem.

With few exceptions, the public's business must be conducted in public

General Laws:

- ✓ Agency Enabling Law(s)
- ✓ Public Meeting Laws
- ✓ Public Records Laws
- ✓ Conflict of Interest Laws
- ✓ Ethics Laws

The Board and Its Meetings:

- ✓ Notice Requirements
- ✓ Agenda Requirements
- ✓ Jurisdiction & Authority
- ✓ Officers & Committees
- ✓ The Problems With Email
- ✓ Parliamentary Procedures & Meeting Conduct

Human Resources:

- ✓ Know the FLSA, CLC, and other labor laws
- ✓ Confidentiality Concerns
- ✓ Occupational Safety
- ✓ Collective Bargaining & Employee Representation

Access to information concerning the conduct of the people's business is a fundamental right of every person

What happens when ...

- ... Your Executive Officer... ?
- ... The Board ... ?
- ... A Board Member ... ?



CALAVERAS COUNTY

CLERK OF THE BOARD OF SUPERVISORS

891 Mountain Ranch Road

San Andreas, California 95249

(209) 754-6370

FAX (209) 754-6733

To: Special Districts
From: Diane Severud
Date: July 13, 2018
Re: 2018 Biennial Notice for Conflict of Interest Codes
Deadline: October 1, 2018

The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially. Each agency must submit to the County Board of Supervisors a notice indicating whether or not an amendment is necessary. For many districts, the Conflict of Interest Code has not been amended for several years; however many updated relatively recently. If you did update recently, adopting a Code that allows your district to keep the Form 700s, you still need to complete the 2018 Local Agency Biennial Notice and return it to the County.

The Board of Supervisors continues to act as the Code Reviewing Body for all Conflict of Interest Codes, including the Biennial Update; however, your district's filers may no longer be required to file their Statement of Economic Interests – Form 700s with the County. Your district may be required to keep their own original filings and be required to produce them if requested by the public or the FPPC.

The enclosed “2018 Local Agency Biennial Notice” form must be returned to the Clerk of the Board of Supervisors no later than October 1, 2018. This document is not submitted to the Fair Political Practices Commission.

Please review the enclosed information. The amended Code and the agency's resolution or official documentation must be forwarded to the Board of Supervisors for approval within 90 days of filing the biennial notice. For example, if your agency files its notice on the October 1, 2018 deadline, indicating that an amendment is necessary, the amendment is due to the Board of Supervisors by December 28, 2018. **A district's amended code is not effective until it has been approved by the Board of Supervisors.**

It is always prudent to review your Code and make adjustments, if necessary. When reviewing the positions required to file Form 700s and their disclosure categories, keep in mind whether that position makes or influences financial decisions made by the district. Also, a position can be assigned to more than one disclosure category. For example, a manager that makes recommendations to the district board regarding the use of an outside vendor or contractor should probably be required to file. Another example would be, a person that is contracted to provide professional services such as an engineer or attorney, may be required to file.

You are encouraged to review the online webinar on how to amend a conflict of interest code. The webinar is located on FPPC's website, <http://www.fppc.ca.gov/learn/training-and-outreach/conflict-of-interest-code-reviewers.html>

An informational meeting is scheduled for Thursday, August 30, 2018 at 5:00 PM in the Board of Supervisors Chambers. I am available for questions any time; you may call me at 209/754-6370 or contact me via email at bosclerk@co.calaveras.ca.us.

enclosures

Steps for Adoption of Updated Conflict of Interest Code

- ✓ Review the current list of Designated Positions, referring to the “How to Review a Conflict-of-Interest Code” enclosure. Determine if all positions having authority to make financial decisions are included and have the appropriate Disclosure Category.
- ✓ Write a resolution using the template provided. Include the following three items as attachments to the resolution.
- ✓ Write Conflict of Interest Code (inserting information specific to your District) using the sample provided.
- ✓ Write Appendix A – Designated Positions (inserting information specific to your District) using the sample provided.
- ✓ Attach Appendix B – Disclosure Categories.
- ✓ Agendize adoption of the resolution for your board meeting.
- ✓ The resolution should specify how each director voted by listing their name in the “Ayes, Noes, Absent or Abstain” portion of the resolution.
- ✓ Complete and sign the 2018 Local Agency/Special District Biennial Notice.
- ✓ Upon adoption, forward a copy of the resolution, including all attachments, and the 2018 Local Agency Biennial Notice to the Clerk of the Board of Supervisors.
- ✓ Once the Board of Supervisors has approved the 2018 Biennial Update, the new Conflict of Interest Code for your District will become effective in 30 days.

2018 Local Agency/Special District Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Office Phone No: _____

E-mail: _____ Fax No: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (*Check one box*):

An amendment is required. The following amendments are necessary:
(*Mark all that apply.*)

- Include new positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.
- Other (*describe*) _____

No amendment is required.

The code is currently under review by the code reviewing body.

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.

Signature of Authorized Representative

Date

Complete this notice regardless of how recently your code was approved or amended.
Please return this notice no later than **October 1, 2018**, or the date specified by your agency, if earlier, to:

Calaveras County Board of Supervisors
Attention: *Diane Severud*
891 Mountain Ranch Road
San Andreas, CA 95249

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

How to Amend a Conflict-of-Interest Code

The following are the FPPC's guidelines of the steps necessary to amend a conflict-of-interest code. Additional information may be required depending on the specific amendment. The FPPC's website, www.fppc.ca.gov, has available all of the necessary forms and documents to prepare an amendment. When the code reviewing body is a City Council or Board of Supervisors, contact the local code reviewing body concerning their code amendment procedures.

Non-Substantive Amendments

1. Provide a letter or memorandum describing the positions that have been deleted or renamed.
2. Include a copy of the entire code showing the changes in **strikeout/underscore** format.
3. Include a declaration by the chief executive officer.

Substantive Amendments

1. Prepare the proposed amendment using **strikeout/underscore** format.
2. Prepare a Notice of Intention and conduct a public comment period. Multi-county agencies must have a 45-day comment period. Other local agencies must follow the city's or county's requirements. Provide a copy of the notice to:
 - a. Members of the public and to each employee affected by the proposed amendment.
 - b. Multi-county agencies should also forward the notice to the FPPC.
3. Submit to the code reviewing body the proposed code amendment in **strikeout/underscore** format. Multi-county agencies must provide the following:
 - a. A declaration by the Chief Executive Officer
 - b. A summary of any hearing, including the names and addresses of any participants
 - c. Copies of all written comments
 - d. Written justification for all changes
 - e. The most current organizational chart of the agency
 - f. Job descriptions of all positions being added or whose disclosure category is being changed
 - g. Minutes of the last two agency board meetings, if available

Example **strikeout/underscore** format

| |
|--|
| <p><u>III. PUBLIC WORKS OFFICE</u> <u>MAINTENANCE DIVISION</u></p> <p><u>1. Maintenance Superintendent.....2</u> <u>2. Maintenance Supervisor.....2</u> 2. Asst. Maintenance Superintendent.....2 <u>3. Senior Equipment Technician.....3</u> 3. Equipment Services Technician.....3</p> <ul style="list-style-type: none">• The Public Works Office became the Maintenance Division.• The Asst. Maintenance Superintendent was reclassified to Maintenance Supervisor.• The Equipment Services Technician position has been deleted. |
|--|

How to Review a Conflict-of-Interest Code¹

Who is a Designated Employee?



Designate these Positions:

High level positions that have authority to vote on a matter, appoint a person, obligate or commit his or her agency to a course of action, or enter into any contractual agreement on behalf of his or her agency.

Mid-level positions that have authority to negotiate decisions on behalf of the agency, without significant substantive review; or

Positions that advise or make recommendations to the decision-maker by conducting research or an investigation, preparing or presenting a report, analysis or opinion that requires the exercise of judgment on the part of the employee and the employee is attempting to influence the decision.

A designated employee is an officer, employee, member, or consultant of an agency whose position is designated in the code because the position entails the making or participation in the making of governmental decisions that may foreseeably have a material effect on his or her financial interest. (*Government Code Section 82019.*)

Who Should Not be Designated?



Do Not Designate these Positions:

- Board of Supervisors
- Chief Administrative Officers
- District Attorneys
- County Counsels
- County Treasurers
- Planning Commissioners
- City Council Members
- Mayors
- City Managers
- City Attorneys
- City Treasurers
- Other city, county, and local agency public officials who manage public investments
- Solely clerical, ministerial, or manual positions
- Unsalaries members of boards or commissions that are solely advisory

Check Duty Statements Review Disclosure Categories



Review:

First, eliminate positions outlined above that are not designated employees.

Second, evaluate the remaining employees, committees, officers, or consultants. Top level management personnel are normally broad policy makers and should be designated. Beyond that, read duty statements and talk to supervisors. Each position should be analyzed to determine if it makes decisions. Be sure all positions that have authority to authorize contracts are designated.

Next, review the disclosure categories. Employees should only disclose economic interests that relate to their job. Do not assign the same disclosure to every position as jobs are different. The disclosure category assignments must adequately differentiate between positions.

Contact other cities or counties for examples and guidance. The FPPC also posts model disclosure categories on its website.

¹ This information sheet should not be used to determine whether an agency is required to adopt a conflict-of-interest code. Contact the FPPC for assistance in making that determination.

2018 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By July 2, 2018: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By October 1, 2018: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2018 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in *more than one county* and will contact them.

The Local Agency Biennial Notice is not forwarded to the FPPC.

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

If you answer yes, to any of the questions below, your agency's code probably needs to be amended.

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code are available on [FPPC's website here](#).

CONFLICT-OF-INTEREST CODE

APPENDIX A - DESIGNATED POSITIONS

| <u>Designated Positions</u> | <u>Disclosure Category</u> |
|-----------------------------|----------------------------|
| Board members | 1,2 |
| District Manager | 1,2 |
| Office Manager | 1,2 |
| Consultants | 1,2 |

APPENDIX B – DISCLOSURE CATEGORIES

Disclosure Category 1

Designated positions assigned to this category shall report:

Interests in real property located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the District.

Disclosure Category 2

Designated positions assigned to this category shall report:

Investments and business positions in business entities, and sources of income, including loans, gifts and travel payments, from sources of the type that provide services, supplies, materials, machinery, or equipment to the District. Such sources include, but are not limited to, engineering and construction firms.

*****Your District Name*****

CONFLICT-OF-INTEREST CODE

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the *****Your District Name*****.

Individuals holding designated positions shall file their statements of economic interests with the *****Position within your district – NOT a specific person's name*****, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) All statements will be retained by the *****Your district name*****.

| | |
|--------------------------------------|--|
| Ebbetts Pass Fire District | POLICY: 1040 |
| Subject: Conflict of Interest | Adoption Date: 12/17/1991 Revised Date: 2/22/2010 Review Date: 1/20/2015 |

01. The Political Reform Act, Government Code SS81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation 2 California Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A in which members of the Board of Directors and employees are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the Ebbetts Pass Fire District.
02. Designated employees shall file statements of economic interests with the ~~Clerk of the County of Calaveras~~. Secretary of Ebbetts Pass Fire District.

Policy 1040 - Page 1 of 1

| | |
|--------------------------------------|--|
| Ebbetts Pass Fire District | POLICY: 1040 |
| Subject: Conflict of Interest | Adoption Date: 12/17/1991 Revised Date: 2/22/2010 Review Date: 1/20/2015 |

APPENDIX A
PART I - DESIGNATED EMPLOYEES

| Position | Disclosure Category |
|---------------------------|---------------------|
| Board Members | <u>1, 2</u> |
| Fire Chief | <u>1, 2</u> |
| <u>District Secretary</u> | <u>1, 2</u> |
| <u>Battalion Chief</u> | <u>1, 2</u> |
| Consultants | 2 |

PART II - DISCLOSURE CATEGORIES

~~1. Interests in real property Investments and business positions in any business entity or income from any source if the business entity or source of income manufactures or sells supplies, machinery or equipment of the type utilized by the District. Investments and business positions in any business entity or income from any source if the business entity or source of income is a contractor or subcontractor engaged in the performance of work or services of the type utilized by the District.~~

Disclosure Category 1.

Designated positions assigned to this category shall report:

Interests in real property located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the District.

~~2. Consultants shall disclose all sources of income, interests in real property and investments and business positions in business entities. The Fire Chief of the District may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.~~

Disclosure Category 2.

Designated positions assigned to this category shall report:

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| | |
|--------------------------------------|--|
| Ebbetts Pass Fire District | POLICY: 1040 |
| Subject: Conflict of Interest | Adoption Date: 12/17/1991 Revised Date: 2/22/2010 Review Date: 1/20/2015 |

Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that provide services, supplies, materials, machinery, or equipment to the District. Such sources include but are not limited to architects, engineering and construction firms.



RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EBBETTS PASS FIRE PROTECTION DISTRICT

RESOLUTION No. 2018-4

**RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE AND
APPENDIX OF DESIGNATED POSITIONS**

WHEREAS, pursuant to the provision of the Political Reform Act (Govt. Code 8100, et seq.), the Ebbetts Pass Fire District is required to adopt a Conflict of Interest Code and Appendix of designated positions;

WHEREAS, biennial review of the Appendix to the Conflict of Interest Code is required by state law and changes to the designated positions and disclosure categories and thereafter adopt necessary amendments.

NOW, THEREFORE, BE IT RESOLVED that the Conflict of Interest Code and list of designated positions and disclosure categories as set forth in the Appendix to the Conflict of Interest Code attached hereto is hereby adopted. Station 3 Ambulance Program final budget totals \$1,905,670.

ON A MOTION by Director _____, seconded by Director _____, the foregoing Resolution was duly passed and adopted by the Ebbetts Pass Fire District of the County of Calaveras, State of California this 18 day of September 2018 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

President
Board of Directors

Secretary
Board of Directors



Ebbetts Pass Fire District

TO: Pat Kerrigan/KSRO

DATE: August 22, 2018

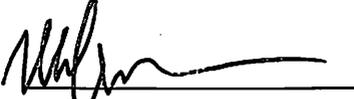
FROM: Mike Johnson – Fire Chief

SUBJECT: Agency T-Shirt Request

Please see our T-Shirt contribution for the “Heroes of October” events for the Community Foundation Resilience Fund. The shirt is our 50-year anniversary edition and hope it will add to your memorial display marking the fires that began on October 8, 2017.

Sincerely,

Mike Johnson



Fire Chief



August 13, 2018

Ebbetts Pass Fire Protection Department
1037 Blagen Rd
Arnold, CA 95223

To our beloved first responders,

My name is Pat Kerrigan and I'm the News Director of KSRO Radio in Santa Rosa, California. You are among an amazing team of fire and law enforcement who helped save our communities in the North Bay wildfires last October.

For that, we cannot thank you enough. On September 30th, in advance of the anniversary of the fires, we are holding a large community event in Courthouse Square to mark that milestone. We'll also mark the resilience of the North Bay in terms of recovery.

As part of this event, I'd like to request a T-shirt from your department for the occasion: the collection of t-shirts will be displayed on September 30th as a reminder of the important part you played in the effort.

Would you be kind enough to send a T-shirt to KSRO at 1410 Neotomas Avenue, Ste: 200, Santa Rosa, Ca 95405?

These shirts will be prominently and respectfully displayed. They will NOT be given away. Our hope is that they'll become part of a permanent memorial to mark the fires that began on October 8, 2017.

Many thanks for helping in this additional chance for us to honor your service. This effort has been approved by the Sonoma County Sheriff's Department and the Santa Rosa Fire Department.

Sincerely,

Pat Kerrigan/KSRO

RECEIVED

AUG 17 2018

Ebbetts Pass Fire District

HEROES OF OCTOBER

#SONOMACOUNTYRISING

AMATURO SONOMA MEDIA | KSRO

CHANDI HOSPITALITY GROUP | OAKMONT GOLF CLUB

➤ **SUNDAY SEPT 30th 2018 | 12pm-5pm**
Celebration of Heroes

from all walks of life, with music, food, recognition & community at Santa Rosa's Courthouse Square

➤ **MONDAY OCT 1st 2018 | 1pm Shotgun**
Fundraising Golf Scramble



with local celebrities & heroes of October at Oakmont Golf Club. Register online at www.heroesofoctober.com. Space is limited.

Proceeds Benefit The Community Foundation Resilience Fund

For more information, visit www.heroesofoctober.com

Underwritten by:



JOINT POWERS AGREEMENT OF CALAVERAS COUNTY FIRE JOINT POWERS AUTHORITY

This Joint Powers Agreement (the “Agreement”) is made and entered into in the County of Calaveras, State of California, by and between CALAVERAS CONSOLIDATED FIRE, ALTAVILLE- MELONES FIRE PROTECTION DISTRICT, CENTRAL CALAVERAS FIRE PROTECTION DISTRICT, COPPEROPOLIS FIRE PROTECTION DISTRICT, WEST POINT FIRE PROTECTION DISTRICT, EBBETTS PASS FIRE PROTECTION DISTRICT, MURPHYS FIRE PROTECTION DISTRICT, SAN ANDREAS FIRE PROTECTION DISTRICT AND MOKELUMNE HILL FIRE PROTECTION DISTRICT, fire protection districts formed and operating pursuant to the provisions of California Health and Safety Code Section 13800 et seq., and any other public agencies in the State of California who may hereafter execute this Joint Powers Agreement and become a Member Agency of this Authority pursuant to the provisions of California Government Code Section 6500 et seq (together, the “Member Agencies”), and creates a Joint Powers Authority (hereinafter “Calaveras County Fire Authority”).

RECITALS

WHEREAS, each of the Member Agencies who have executed this Agreement is a “public agency” as that term is defined in Section 6500 of the California Government Code; and

WHEREAS, California Government Code Section 6500 et seq. provides that two or more public agencies may by agreement jointly exercise any power common to the contracting parties; and

WHEREAS, California Health and Safety Code Section 13861(j) authorizes fire protection districts to enter into joint powers agreements pursuant to Government Code Section 6500 et seq.; and

WHEREAS, each of the parties to this Agreement has the power to provide one or more of the following services, hereinafter collectively referred to as “Fire and Life Safety Protection Services,” to the public pursuant to the provisions of California Health and Safety Code Section 13800 et seq.:

- (a) Fire protection services.
- (b) Rescue services.
- (c) Emergency medical services.
- (d) Hazardous material emergency response services.
- (e) Ambulance services, pursuant to Division 2.5 (commencing with Section 1797).
- (f) Adoption and enforcement of a fire prevention code pursuant to HSC 13869 et. seq.

(f) Any other services relating to the protection of lives and property.

WHEREAS, there is a need among the Member Agencies for coordinated planning, administration, operation and financing of the provision of Fire and Life Safety Protection Services for the benefit of the public within their respective jurisdictional boundaries in order to obtain the maximum public benefit from the expenditure of public funds by the Member Agencies for such services; and

WHEREAS, the Member Agencies find that consolidating the administration, planning, financing, and provision of Fire and Life Safety Protection Services within their respective jurisdictional boundaries will reduce the duplication of facilities, equipment, labor, administration, materials and supplies, planning, training, and provision of Fire and Life Safety Protection Services; and

WHEREAS, the Member Agencies find that the consolidation and coordination of the provision of Fire and Life Safety Protection Services will provide a higher level of service to the public for less cost that can be achieved by each Member Agency providing such services independently; and

WHEREAS, the Member Agencies desire to form a partnership based on these common goals and policies in order to increase the efficiency in the provision of Fire and Life Safety Protection Services to the public; and

WHEREAS, each of the Member Agencies which are parties to this Agreement desire to join together with other public agencies within Calaveras County who provide similar Fire and Life Safety Protection Services to collectively establish, operate, manage and administer such Fire and Life Safety Protection Services pursuant to the terms of this Agreement; and

WHEREAS, each of the Member Agencies which are parties to this Agreement find it to be to its mutual advantage and in the public benefit to jointly exercise some, any and all powers common to each of them including, but not limited to the provision of Fire and Life Safety Protection Services as permitted pursuant to the Joint Powers Act at California Government Code Section 6500 et seq.; and

WHEREAS, California Government Code Section 6502 provides that it is not necessary for any power common to the Member Agencies executing this Agreement to be exercisable by each such Member Agency with respect to the geographical area in which such power is to be jointly exercised; and

WHEREAS, it is the desire of the Member Agencies which have executed this Agreement to enter into this Agreement to better define the existence, functions, and manner and method of operations of this Joint Powers Authority, and to specify the manner in which a cooperative working relationship can be established to coordinate the efficient delivery of Fire and Life Safety Protection Services to members of the public within Calaveras County; and

WHEREAS, by execution of this Agreement, each Member Agency finds that it is to its mutual advantage and in the best interests of all the Member Agencies executing this Agreement to establish this Joint Powers Authority for the purposes specified herein.

NOW THEREFORE, for and in consideration of the execution of this Agreement by other Agencies, each of the parties hereto does hereby agree as follows:

SECTION 1: PURPOSE

It is the purpose of this Agreement to establish, pursuant to the Joint Exercise of Powers Act, an authority to be known as the CALAVERAS COUNTY FIRE SERVICES JOINT POWERS AUTHORITY (hereinafter the "Calaveras County Fire Authority") for and with the purpose of coordinating and consolidating the administration, operation, management and delivery of some, any and /or all Fire and Life Safety Protection Services for the benefit of the public within the respective jurisdictional boundaries of each Member Agency who executes this Agreement and becomes a Member Agency of the Authority. This Agreement is entered into by each Member Agency in order to jointly fund, administer, operate and manage the delivery of such services. It the further purpose of this Agreement to make more efficient use of the common powers of participating Member Agencies to provide such Fire and Life Safety Protection Services to the public in order to increase the efficiency of the delivery of such services and decrease the costs of providing such services to the public.

To achieve such purposes, the Authority and its participating Member Agencies who have executed this Agreement are hereby granted the authority to enter into agreements with themselves and other third parties that specifically govern and define their respective rights, obligations, duties and entitlements related to the planning, administration, operation, financing and delivery of such Fire and Life Safety Protection Services. These purposes shall be accomplished through a joint exercise of powers by said Member Agencies pursuant to the terms and conditions of this Agreement which creates a separate Joint Powers Authority known as the Calaveras County Fire Services Joint Powers Authority.

SECTION 2: CREATION OF JOINT POWERS AUTHORITY

Pursuant to Section 6500 et seq. of the California Government Code, there is hereby created a public entity separate and apart from the parties hereto, to be known as the Calaveras County Fire Services Joint Powers Authority (the "Calaveras County Fire Authority"). A notice of this Agreement shall be filed with the Secretary of State within 30 days after the effective date as required by Government Code Section 6503.5.

SECTION 3: MEMBERSHIP

Each Member Agency which is a party to this Agreement must be a public agency which is duly organized and existing under the laws of the State of California with the power to provide at least one of the following services:

- a) Fire protection services.
- (b) Rescue services.

- (c) Emergency medical services.
- (d) Hazardous material emergency response services.
- (e) Ambulance services, pursuant to Division 2.5 (commencing with Section 1797).
- (f) Adoption and enforcement of a fire prevention code pursuant to HSC 13869 et. seq.
- (f) Any other services relating to the protection of lives and property.

within the geographical area comprising Calaveras County. Each Member Agency must be approved for participation in the Authority in the manner provided in the Bylaws of the Authority.

SECTION 4: PARTIES TO AGREEMENT

Each Member Agency which has signed this Agreement certifies that it intends to and does contract with the Authority, and with all other Member Agencies who have signed this Agreement, and, in addition, with each Member Agency which may later be added as a party to and may sign this Agreement. Each Member Agency which has or may hereafter sign this Agreement also certifies that the deletion of any Member Agency from this Agreement by voluntary withdrawal, involuntary termination, or otherwise, shall not affect this Agreement nor each Member Agency's intent to contract as described above with the then remaining Member Agencies.

SECTION 5: TERM OF AGREEMENT

After becoming effective upon the execution of this Agreement by all participating parties as the initial signatory Member Agencies who have been admitted to membership in the Authority, this Agreement shall continue thereafter until terminated as provided herein. This Agreement shall become effective as to each initial signatory Agency of the Authority upon the date of its execution by such Member Agencies; and shall become effective as to Member Agencies who later execute this Agreement upon approval of each Member Agency's membership by the Board of Directors of the Authority, execution of this Agreement by such Member Agency and by the Authority, and by payment by each Member Agency of any initial contributions required for participation in the coordinated and consolidated programs and services offered by the Authority for the benefit of the public.

SECTION 6: POWERS OF THE AUTHORITY

The Authority shall have all the powers common to its participating Member Agencies and all additional powers set forth in the Joint Powers Authority Act relating to the creation, establishment, financing, use, operation, administration, management and delivery of Fire and Life Safety Protection Services for the benefit of the public located within the jurisdictional boundaries of any of the participating Member Agencies. This Joint Powers Authority hereby is authorized to do all acts necessary for the exercise of said common powers, including, but not limited to, any or all of the following:

- (a) to make and enter into contracts;
- (b) to employ agents and employees and/or to contract for services from third parties;
- (c) to incur debts, liabilities and obligations;
- (d) to acquire property by gift, grant, exchange, devise, or purchase;
- (e) to hold, lease, convey, sell, encumber, or dispose of property;
- (f) to acquire, construct, manage, maintain or operate any building, works, equipment, or improvements;
- (g) to sue and to be sued in its own name;
- (h) to receive monetary contributions and donations of property, funds, labor, services, equipment, apparatus, and other forms of assistance from Member Agencies, or from other persons, firms, corporations and other governmental entities;
- (i) to receive contributions and donations of property, funds, services and other forms of assistance from persons, firms, corporations, and other governmental entities;
- (j) to issue or caused to be issued bonds and other indebtedness, and pledge any property or revenues as security to the extent permitted by law by Articles 2 and 4, Chapter 5, Division 7, Title 1 of the Government Code or otherwise including, but not limited to, bonds or other evidences of indebtedness issued on behalf of the Authority or its member Agencies;
- (k) obtain in its own name all necessary permits, licenses, certifications, authorizations, opinions and rulings;
- (l) whenever necessary to facilitate the exercise of its powers, to form and administer nonprofit corporations to perform one or more of the functions which the Authority is empowered to perform, or to perform any other proper corporate function, and to enter into agreements with such nonprofit corporations;
- (m) exercise all powers incidental, necessary and proper to carry out the terms and provisions of this Agreement.

SECTION 7: BOARD OF DIRECTORS

All powers of the Authority shall be exercised by and through its Board of Directors. Said Board of Directors is hereby designated as the agency to administer and execute this Agreement pursuant to Government Code Section 6506. The Board of Directors shall be composed of the Chief Officer or designee of each participating agency, as an initial signatory Member Agency to this Agreement, and the nine (9) serving members of The Board of Directors of the Authority shall have a minimum membership of five (5) members and a maximum membership of 9 members. The Board of Directors shall have the discretion to appoint additional members to the Board of Directors in the event that additional Member Agencies in addition to the initial signatory Member Agencies execute this Agreement and become a Member Agency of the Authority. In such event the Board of Directors may appoint one or more current elected and

then serving members of the Board of Directors of the new Member Agency to the Board of Directors of the Authority. Each member of the Board of Directors shall have one vote. The Board of Directors shall have the authority to conduct all business and govern all affairs of this Joint Powers Authority under the provisions hereof and pursuant to law and shall have such powers and functions as are provided for herein, in the Bylaws, or by law.

SECTION 8: POWERS OF THE BOARD OF DIRECTORS

The Board of Directors shall have the following powers:

- (a) Exercise all powers and conduct all business of this Joint Powers Authority.
- (b) Determine the manner and method of providing the Fire and Life Safety Protection Services authorized by this Agreement including but not limited to: (1) any contributions from the treasuries of the Member Agencies required to provide the Fire and Life Safety Protection Services authorized by this Agreement; (2) determine the amount and method of payment of public funds which may be made by the Member Agencies to defray the costs of providing such services; and (3) provide for the advancement of public funds on behalf of one or more Member Agencies to the Authority in order to facilitate the provision of services authorized by this Agreement and to determine the manner and method by which such advances will be repaid; and (4) determine the manner, method and procedure by which personnel, equipment, apparatus, or property of one or more of the Member Agencies may be loaned to the Authority in lieu of monetary contributions or advances of funds from the treasuries of such Member Agencies.
- (c) Contract for various services to be provided to the Authority including, but not limited to, legal services, accountancy services, auditing services, capital improvement and equipment financing services, risk management services, and special tax, assessment and fee development services.
- (d) Appoint committees; appoint staff or designate staff from Member Agencies to provide services on behalf of the Authority; and employ such persons as the Board of Directors deems necessary for the administration of this Joint Powers Authority and the effective provision of services by this Joint Powers Authority, or alternatively designate employees of Member Agencies to perform such services on behalf of the Authority.
- (e) Determine and purchase all necessary insurance coverage to protect the District and its funds in the delivery of Fire and Life Safety Protection Services by the Authority.
- (f) Determine and collect contributions and/or advances of public funds from the treasuries of Member Agencies or determine the manner and method of donation of personnel, equipment, apparatus or property by one or more of the Member Agencies to the Authority in consideration for participation in the consolidated delivery of fire suppression and emergency medical and rescue services by the Member Agencies of the Authority.
- (g) Deposit all funds received by the Authority in separate bank accounts in the name of the Authority.
- (h) Invest funds on hand in any manner authorized by law for the investment of funds of a public agency.
- (i) Direct the payment, adjustment, and defense of all claims filed by third parties which allege liability of Member Agencies of the Authority during the period of their membership in and participation in the Authority.
- (j) Expend funds of the Authority only for the purpose of carrying out the provisions of the Joint Powers Agreement and the Bylaws as

they now exist or may hereafter be amended. (k) Purchase liability insurance, directors and officers liability insurance, and such other insurance as the Board of Directors may deem necessary or proper in order to protect the Authority, its employees and the Member Agencies and their personnel. (l) Obtain a fidelity bond in such amount as the Board of Directors may determine for any person or persons who have charge of or the authority to expend funds of the Authority. (m) Acquire property, equipment, apparatus, and/or materials and supplies by gift, grant, exchange, lease, devise, or purchase; or hold, lease, convey, sell, encumber, or dispose of all such property, equipment, apparatus, and/or materials and supplies necessary or appropriate to carry out the powers and operations of the Authority. (n) Establish bylaws as well as policies and procedures for the operation and administration of the Authority. (o) Enter into any and all contracts or agreements necessary or appropriate to carry out the purposes and functions of the Authority.

SECTION 9: RESTRICTIONS ON POWER

Such powers enumerated in Section 6 hereof are subject to the restrictions upon the manner of exercising power by a Fire Protection District formed and operating pursuant to the provisions of Health and Safety Code Section 13800 et seq. or its successor, pursuant to California Government Code Section 6509.

SECTION 10: ADMINISTRATIVE SERVICES

Pursuant to California Government Code Section 6506, under the direction of the Board of Directors of the Authority, Officers shall be elected pursuant to the Bylaws of the Authority and shall provide all administrative services to the Authority under the direction of the Board of Directors of the Authority on a continuing basis. Under the direction of the Board of Directors, the Authority may retain the services of administrative or financial professionals to assist in these administrative services.

SECTION 11: BYLAWS

The Bylaws of the Authority, a copy of which is attached hereto and marked Exhibit A, are hereby incorporated into this Agreement and made a part hereof. Each party to this Agreement by the execution hereof agrees to be bound by and to comply with all the terms and conditions of this Agreement and of said Bylaws as they now exist or may hereafter be amended. The Authority shall operate and conduct its business and affairs pursuant to the terms of this Agreement and said Bylaws.

SECTION 12: WITHDRAWAL OR INVOLUNTARY TERMINATION

Any Member Agency may voluntarily withdraw from membership in the Authority as provided in the Bylaws; or a Member Agency may be involuntarily terminated from membership in the Authority as provided in the Bylaws. Such withdrawal by or involuntary termination of a Member Agency shall not terminate this Agreement as to the remaining Member Agencies or the existence of the Authority. Said withdrawing or terminated Member Agency shall remain subject to any and all outstanding obligations arising out of any agreements to which said withdrawn or

terminated Member Agency is a signatory.

SECTION 13: TERMINATION OF AUTHORITY

The Authority may be terminated at any time upon the agreement of all of the then-participating Member Agencies, provided, however, that the Authority shall continue to exist for the purpose of disposing of all claims, distribution of all assets, and all other functions necessary to wind up the affairs of the Authority. Upon termination, and after making proper provisions for the winding up of the affairs of the Authority, the Authority shall pay to the then participating Member Agencies their pro rata share of the net assets of the Authority pursuant to the provisions of the Bylaws.

SECTION 14: AMENDMENTS

This Joint Powers Agreement may be amended by an amendment in writing signed by all of the Member Agencies then parties to this Agreement. Upon signature of any amendment by all of the then participating Member Agencies, any Member Agency failing or refusing to sign such amendment may be involuntarily terminated as a party to this Agreement as provided in the Bylaws.

SECTION 15: ENFORCEMENT

The Authority is hereby granted authority to enforce this Agreement. In the event action is instituted to enforce any term of this Agreement or any term of the Bylaws against any Member Agency which has signed this Agreement, the Member Agency agrees to pay such sums as the court may fix as attorney's fees and costs incurred by the Authority in enforcing this Agreement in said action.

SECTION 16: NON-LIABILITY OF MEMBER AGENCIES

Pursuant to Government Code Section 6508.1, the debts, liabilities and obligations of the Authority shall not be the debts, liabilities or obligations of the Member Agencies which are parties to the Joint Powers Agreement, unless assumed in a particular case by resolution of the legislative body of a participating Member Agency.

SECTION 17: NON-LIABILITY OF DIRECTORS, OFFICERS, ADMINISTRATOR, AGENTS AND EMPLOYEES

The Authority and its directors, officers, administrator, agents, and employees shall not be liable to the Authority, to any participating member Agency, or to any other person for any actual or alleged breach of duty, mistake of judgment, neglect, error, misstatement, misleading statement, or any other act or omission in the performance of their duties hereunder; for any action taken or admitted by any director, officer, administrator, agent, or employee, for loss incurred through the investment or failure to invest funds; or loss attributable to any failure or omission to procure or maintain insurance; except in the event of fraud, gross negligence, or intentional misconduct of such director, officer, administrator, agent, or employee. No director, officer, administrator, agent, or employee shall be liable for any action taken or omitted by any

other director, officer, administrator, agent, or employee.

SECTION 18: INDEMNIFICATION OF BOARD OF DIRECTORS, OFFICERS, ADMINISTRATOR, AGENTS, AND EMPLOYEES

As a public entity, the Authority shall defend and shall indemnify and hold harmless its directors, officers, administrator, agents, and employees against any claim or action arising out of any act or omission occurring within the scope of employment for Authority pursuant to the provisions of Division 3.6, Title 1, of the California Government Code, commencing at Government Code Section 810. The Authority may purchase insurance to provide coverage for acts or omissions of its directors, officers, administrator, agents and employees, pursuant to the Authority bylaws.

SECTION 19: MISCELLANEOUS PROVISIONS

(a) This Agreement shall bind and inure to the successors in interest of the Authority and to the successors in interest of each participating Member Agency in the same manner as if such parties had been expressly named herein.

(b) This Agreement shall be governed by the laws of the State of California. This Agreement together with the documents incorporated into the Agreement by reference constitute the entire Agreement between the parties regarding its subject matter. If any provisions in this Agreement are held by any court to be invalid, void, or unenforceable, the remaining provisions of this Agreement shall nevertheless continue in full force and effect.

SECTION 20: EXECUTION IN COUNTERPARTS

This Agreement may be executed in one or more counterparts and shall be as fully effective as though executed in one document.

_____ (Name of Public Agency)

By: _____

President

By: _____

Secretary

EXECUTION BY AUTHORITY

The Authority (the Joint Powers Authority created by this Joint Powers Agreement), hereby executes this Agreement and accepts the Agency named above as a Member Agency in the Authority subject to all the terms and conditions set forth in this Joint Powers Agreement and in the Bylaws, effective on _____, 2018.

AUTHORITY

By: _____

Chairman of the Board of Directors

By: _____

Secretary of the Board of Directors

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| Ebbetts Pass Fire District | POLICY: 1060 |
| Subject: Fire District Records: Retention and Disposition | Adoption Date: 7/26/10 Revised Date: N/A Review Date: 01/20/2015 Draft |

1. Purpose: To define policies for retention and disposal of District records, consistent with local, state and federal laws, rules, and accepted business practices.
2. Document retention by class:
 - 2.1. *Administrative documents* – Such as books, including fire codes, policies and operations manuals, simple fire inspections, permits, and station journals shall be kept for no less than seven years following the documents necessity of use or replacement by adoption of other documents.
 - 2.2. *Personnel documents* – Shall be kept for a period of no less than seven years following the termination or retirement of the relevant employee. These documents include personnel files, payroll actions, evaluations, training, certifications and other reports not relating to discipline. All personnel file items relating to discipline shall follow the direction of Ebbetts Pass Fire District “Policy 6600 Personnel Discipline”-
 - 2.2.1. Employee medical records shall be retained for no less than thirty years following the termination or retirement of the relevant employee.
 - 2.3. *Property documents* – Pertaining to vehicles, inventory, equipment, supplies and related logs shall be retained for no less than three years.
 - 2.3.1. Fixed asset records and inventories shall be kept in perpetuity.
 - 2.4. *General Reports* – General incident reports and simple, closed, fire cause and origin investigations, evidence logs and weed abatement reports shall be retained for a period of not less than seven years.
 - 2.5. *Finance Records – Documents* including audits, budgets and appropriation limits shall be retained for no less than ten years.
 - 2.6. *Legal Documents* – All legal documents, including resolutions, ordinances and property titles shall be retained in perpetuity.
 - 2.7. *Investigative, evidence and documents related to litigation* – Any investigation that supports the prosecution of a homicide shall be retained in perpetuity. Documents or evidence of crimes resulting in great bodily harm, destruction or damage to an inhabited structure/property shall be retained for seven years following the resolution of the investigation.
3. Document Disposal:

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| Ebbetts Pass Fire District | POLICY: 1060 |
| Subject: Fire District Records: Retention and Disposition | Adoption Date: 7/26/10 Revised Date: N/A Review Date: 01/20/2015 Draft |

- 3.1. Documents that remain in valuable use shall not be considered for disposal. The specific time frame for disposal will go into effect upon the practical use of the document ending.
- 3.2. Documents shall be destroyed in a manner commensurate with the sensitivity level of the document. Documents that would expose “protected health or medical information,” home or mailing addresses, date of birth, social security number, health care information or pay rate specifics (other than total net or gross amounts) shall be considered sensitive.
- 3.3. The preferred method for destruction of sensitive documents shall be commercial incineration or document shredding. Records and documents that are no longer needed will be disposed of at the proper time and in a manner that protects personal and financial information.
- 3.4. The Board of Directors may dispose of records that are not expressly required by law to be preserved by either:
 - 3.4.1. Authorizing the destruction of any category of records if the Board does both of the following:
 - Adopts a resolution finding that destruction or disposition of the category of records will not adversely affect any interest of the District or public.
 - Maintains a list, by category of the types of records destroyed or disposed of that reasonably identifies the information contained in those records.
 - 3.4.2. The District adopts and complies with a record retention schedule that meets the Secretary of State's guidelines that classifies all of the District records by category and that establishes a standard protocol for their destruction or disposition.
 - 3.4.3. The District can authorize the destruction of records that are not expressly to be preserved:
 - The document is reproduced so that it does not allow any changes to the original document.
 - The reproduction device accurately reproduces the original and does not permit changes.
 - The reproduction is conveniently accessible with provisions for preserving, examining, and using files.

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| Ebbetts Pass Fire District | POLICY: 1060 |
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4. Confidentiality: Certain records, such as patient medical records and personal identity information, must be maintained in a safe and secure place. District employees and sub-contractors will comply with all local, state and federal laws, rules, and regulations relating to the release of confidential information.

5. The District is prohibited from destroying or disposing of a record that:

- Relates to the District's formation change of organization, or reorganization.
- Is an ordinance adopted by the District, unless it has been repealed or is otherwise invalid in which case it can be destroyed after five years.
- Contains minutes of any meeting of the District's legislative body.
- Relates to a pending claim or litigation or settlement in the past two years.
- Is the subject ~~of~~ a pending request under the California Public Records Act.
- Relates to construction that the District has accepted.
- Relates to non-discharges debts of the District.
- Relates to title or real property to which the District has interest.
- Related to any non-discharged contract to which the District is a party.
- Has not fulfilled its administrative, fiscal, or legal purpose.
- Is an unaccepted bid or proposal which is less than two years old, for any public work.
- Specifies the amount of compensation paid to District employees or officers or independent contractors or relates to expense reimbursement to District officers, or employees or the use of District paid credit cards or travel compensation. *These records may be destroyed seven years after the date of payment.*

Policy 1060

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