

# Ebbetts Pass Fire District



## BOARD OF DIRECTORS NOTICE OF REGULAR MEETING Tuesday, September 19, 2017 1037 Blagen Road, Arnold 9:00 A.M.

### MEMBERS OF THE BOARD

Jon Dashner, President   J. Scott McKinney, Secretary  
Ron Andrade   Daniel Leary   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. Acceptance of July 2017 Checks Listing and Authorize to File for Audit
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 Andrade & Leary)
    - 4.1.1. Fiscal Year 2017-18 Final Budget
      - a. Board Discussion and Public Hearing
      - b. Resolution Adopting the final Budget and Appropriations Limit for the 2017-18 Fiscal Year
  - 4.2. **Personnel Committee** (Directors Leary & Sullivan)
  - 4.3. **Fire Prevention Committee** (Directors Andrade & Sullivan)
5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
  - 5.1. Prestabilization Fee/Rate Implementation: Novato Fire Protection District Battalion Chief Ted Peterson will conduct a presentation on Prestabilization Fee/Rate Implementation

## **NOTICE OF REGULAR MEETING - continued**

September 19, 2017

- 5.2. Fire Districts Association of California Employee Benefits Authority: Request for a Vote to Amend Bylaws
- 5.3. Approval of funds to be received this fiscal year from Calaveras County to Fire Districts:
  
- 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. Fire Prevention
  - 6.4. 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. **Report of Action Taken in Closed Session:**
  - 8.1. Closed session pursuant to Government Code Section 54957(b)(1), PUBLIC EMPLOYEE PERFORMANCE EVALUATION AND PUBLIC EMPLOYMENT, Title: Fire Chief.
  
- 9. **Adjournment of Regular Meeting**

**ADMINISTRATIVE STAFF:**

Michael Johnson, Fire Chief

pCheryl Howard, Secretary

# Ebbetts Pass Fire District



## **MINUTES** Board of Directors August 15, 2017

### **SUBJECT TO APPROVAL**

1. The meeting was called to order at 9:00 A.M. by President Jon Dashner and the Pledge of Allegiance was recited. Directors present: Jon Dashner, Dan Leary, Scott McKinney, and Thomas Sullivan. Ron Andrade was absent.

District personnel present: Fire Chief Mike Johnson, Cheryl Howard  
Matt O'Donnell, Rodney Rodr, Eric Griffiths

Others present: none  
Media present: none

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

3. **CONSENT ITEMS**

- 3.1. Mr. Sullivan made a motion to approve Consent Items 3.1. and 3.2. Mr. Andrade seconded; motion passed 5-0 (AYES: Andrade, Dashner, Leary McKinney, Sullivan).

4. **COMMITTEE REPORTS**

- 4.1. **Finance Committee (Directors Andrade & Leary)**

Chief Johnson noted that Mr. Dashner and Mr. Sullivan acted the role of Finance Committee at its recent meeting and they had reviewed and discussed the budget for fiscal year 2017-18. He added that the District was awaiting the revenue figures from the County Auditor.

Chief Johnson also reported that there had been discussion of the possibility of a pre-scene stabilization fee similar to that being utilized by other fire-based EMS in California which is an additional fee for two more paid attendants at an emergency scene. Medicare has identified this fee as acceptable fee. The Board member's consensus was to schedule a special meeting to hear a presentation and discuss the possibility for the District.

4.2. Personnel Committee (Directors Leary & Sullivan)

Chief Johnson reported that the District had received the increased cost for the 2018 medical insurance premiums and he had reached out to the FDAC-EBA to obtain a quote from them.

4.3. Fire Prevention Committee (Directors Sullivan & Andrade)

Chief Johnson noted that there was an increase with the commercial inspections as business owners were changing.

5. **SCHEDULED ITEMS**

5.1. California Special Districts Association: 2017 CSDA Annual Conference

Chief Johnson noted that the CSDA Annual Conference was in northern California this year and he estimated the cost of registration and hotel to be approximately \$1,150. After some discussion of the value of the information gained along with contacts, Mr. Dashner made a motion to have the Fire Chief attend this year's CSDA Annual Conference. Mr. Sullivan seconded; motion passed 5-0 (AYES: Andrade, Dashner, Leary McKinney, Sullivan).

5.2. Department of Forestry & Fire Protection: EPFD Selected for VFA Grant

Cheryl Johnson reported that the District had been awarded a 50/50 grant for communications equipment from the California Department of Forestry and Fire Protection Volunteer Fire Assistance. He noted that the Board needed to approve the Resolution to name the Fire Chief authorized to sign the paperwork and then process can begin to enable the District to obtain the equipment. Mr. Leary made a motion to approve the Volunteer Fire Assistance Program Agreement and authorize the Fire Chief to sign the agreement. Mr. Sullivan seconded; motion passed 5-0 (AYES: Andrade, Dashner, Leary McKinney, Sullivan).

5.3. Conclude 30-day Review of EPFD Fire Ordinance Update Draft

Chief Johnson noted that if the Board had no questions or comments, he would like to send it on to County Counsel for the next phase of review. He added that he had discovered that there had been a mitigation fee included in the District's 2003 version of the Ordinance and suggested the Board may want to consider looking into it and why it had been removed in the 2012 edition. After some discussion, Mr. Andrade made a motion to have County Counsel review the Ordinance revision. Mr. Sullivan seconded; motion passed 5-0 (AYES: Andrade, Dashner, Leary McKinney, Sullivan).

5.4. Invitation to FDAC-Employment Benefits Authority Board of Directors

There was no interest expressed by the Board members to participate on the FDAC-EBA Board of Directors.

6. **REPORTS**

6.1. Administrative Report - Chief Mike Johnson reported the District had been busy with calls over the past month and would be migrating to a new website host which



included new email services allowing more email boxes to be assigned by the District.

- 6.2. Legislative Report - Chief Johnson reported that the new Calaveras CAO Tim Lutz and the County Board of Supervisors had scheduled a discussion of the Proposition 172 funds on August 29th. He also noted the Calaveras County Fire Chiefs had determined a rotating list in order to have an ongoing fire-related presence at the County Board of Supervisors meetings. He also noted there was a State of the County meeting being presented on September 8 which he planned to attend. Mr. Sullivan expressed interest in also attending.
- 6.3. Fire Prevention – Chief Johnson reported there was a fire prevention meeting scheduled for 9:30 A.M. on Thursday, August 17.
- 6.4. Administrative - EMS – Chief Johnson reported that Cheryl Howard had been working to complete the GEMT audit and would be attending an upcoming scheduled GEMT workshop. Chief Johnson also thanked Engineer-Paramedic Eric Griffiths for his assistance in obtaining new safes and boxes to enhance the accountability for controlled substances within the District.

7. **COMMENTS, QUESTIONS, CONSIDERATIONS**

- 7.1. Board Members – Mr. Andrade thanked the Board members that stepped in for him during committee meetings and noted that his personal commitments should slow down.
- 7.2. Firefighters Association – Rodney Rodr reported on the success of the barbeque this year.
- 7.3. Employees' Group – none
- 7.4. Public Comments – Matt O'Donnell reported that a SAR member was holding a fundraiser to help a grandson with medical problems.

8. **ADJOURNMENT**

Mr. Andrade made a motion to adjourn. Mr. Leary seconded; motion passed unanimously.  
9:49 A.M.

Respectfully submitted,



Cheryl Howard  
District Secretary

**County of Calaveras  
General Ledger Summary  
Balance Sheet Accounts  
As of 8/31/2017**

**Fund 2290 Ebbetts Pass Fire**

<u>Object Code</u>	<u>Object Description</u>		<u>Balance</u>
<u>Assets</u>			
1006	Cash in Treasury	22900000	(453,805.75)
1007	Outstanding Checks	22900000	(6,531.73)
1016	Imprest Cash	22900000	40,000.00
Total Assets			<u>(\$420,337.48)</u>
<u>Liabilities</u>			
2002	Accounts Payable	22900000	1,163.60
2002	Accounts Payable	22900010	(1,163.60)
2009	Sales Tax Payable	22900010	9.20
2091	Accts Payable - Staledated Cks	22900010	570.48
Total Liabilities			<u>\$579.68</u>
<u>Fund Balance</u>			
3002	Fund Bal Unreserv/Undesign	22900000	302,748.58
3040	Reserve - General	22900000	0.00
3043	Reserve for Imprest Cash	22900000	40,000.00
Total Fund Balance			<u>\$342,748.58</u>
Year-to-Date Revenues			\$67,725.56
Year-to-Date Expenditures			\$828,124.04
Year-to-Date Transfers In			\$0.00
Year-to-Date Transfers Out			\$0.00
Year-to-Date Clearing Accounts			<u>(\$3,267.26)</u>
Total Fund Equity			<u>(\$420,917.16)</u>
Total Liabilities and Fund Equity			<u>(\$420,337.48)</u>

## REVENUE ACCOUNT SUMMARY SHEET - Aug 2017

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
<b>Fire Operations:</b>					
Property Tax - Current Secured	4010	1,761,055	0.00	-	0%
Administrative Fee (SB2557)	4013	(38,394)	0.00	-	0%
Unitary Tax	4015	36,688	0.00	-	0%
Supplemental Tax - Current Secured	4017	29,134	0.00	-	
	4020	28,658	0.00	-	0%
Supplemental Tax - Current Unsecured	4027	312	0.00	-	
Prior Unsecured Taxes	4040	1,357	0.00	-	0%
Interest	4300	1,000	0.00	-	0%
State Grants	4455	-	0.00	-	
HOPTR	4463	23,251	0.00	-	0%
Timber Tax	4465	1	0.00	-	0%
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	30.00	
Report Fees	4593	-	0.00	-	
Administrative Costs - Eng. Para. Reimb	4603	18,114	0.00	-	0%
Administrative Costs - Sta. 3 A Reimb	4603	41,461	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	-	
Gifts/Donations	4707	-	0.00	-	
Refund - Misc.	4708	-	0.00	965.66	
Staledated Checks	4710	-	0.00	-	
Other Revenue	4712	-	0.00	-	
Miscellaneous Revenue	4713	500	46.68	46.68	
Refunds - Insurance	4743	-	0.00	-	
Sale of Surplus Property	4800	-	0.00	-	
<b>Total</b>		1,948,637	46.68	1042.34	0%

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

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
<b>Station 3 AMBULANCE A</b>					
Special Tax	4077	829,213	0.00	0.00	0%
Other Programs - State (GEMT)	4479	6,000	0.00	0.00	0%
EMS Transport Revenue	4660	600,000	57,611.50	68,469.38	11%
Refunds - Insurance	4743	-	1826.14	1826.14	
<b>Total</b>		1,435,213	59437.64	70295.52	5%

# FIRE OPERATIONS ACCOUNT SUMMARY SHEET - AUGUST 2017

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
<b>SALARIES &amp; BENEFITS</b>	<b>5001.1-</b>					
Salaries/Wages	-.001	913,393	<b>73,610.61</b>	152,734.22	760,658.78	17%
Extra Hire	-.002	10,000	<b>0.00</b>	578.27	9,421.73	6%
Extra Hire - Intern	-.003	40,000	<b>852.18</b>	1,339.14	38,660.86	3%
ST/TF FF Payments	-.004	30,000	<b>1,488.08</b>	1,358.81	28,641.19	5%
Volunteer FF Relief	-.005	45,600	<b>848.96</b>	1,273.44	44,326.56	3%
Retirement	-.050	163,655	<b>0.00</b>	13,123.17	150,531.83	8%
Group Insurance	-.055	158,136	<b>12,862.21</b>	35,226.23	122,909.77	22%
Uniform Allowance	-.062	3,750	<b>0.00</b>	1,518.51	2,231.49	40%
<b>SERVICES &amp; SUPPLIES</b>	<b>5111.1-</b>					
Safety Clothing	-.111	10,000	<b>6,363.65</b>	6,376.76	3,623.24	64%
Safety Equipment	-.115	6,000	<b>0.00</b>	0.00	6,000.00	0%
Communications-Radios	-.121	7,000	<b>173.70</b>	347.40	6,652.60	5%
Communications-Phone	-.124	14,610	<b>980.82</b>	1,837.90	12,772.10	13%
Food - Fire Line Meals	-.131	2,000	<b>60.46</b>	60.46	1,939.54	3%
Housekeeping	-.141	7,914	<b>1,256.93</b>	2,023.51	5,890.49	26%
Insurance-Prop/Liability	-.151	18,000	<b>0.00</b>	10,675.00	7,325.00	59%
Insurance-Workers Comp	-.153	60,000	<b>0.00</b>	36,469.23	23,530.77	61%
Maintenance-Apparatus	-.181	37,550	<b>17.15</b>	6,538.83	31,011.17	17%
Maintenance-Utilities	-.182	8,250	<b>7,363.67</b>	7,363.67	886.33	89%
Building Maintenance	-.201	12,500	<b>1,931.35</b>	1,955.56	10,544.44	16%
Emergency Care/Rescue	-.211	1,275	<b>0.00</b>	0.00	1,275.00	0%
Memberships	-.221	4,400	<b>440.00</b>	440.00	3,960.00	10%
Office Expense	-.241	12,050	<b>699.77</b>	1,046.77	11,003.23	9%
Office Expense-Postage	-.243	1,000	<b>0.00</b>	0.00	1,000.00	0%
Office Expense-Copies	-.245	1,500	<b>81.05</b>	162.10	1,337.90	11%
Professional Services	-.271	12,000	<b>161.44</b>	249.61	11,750.39	2%
Small Tools/FF Equipment	-.401	13,050	<b>2,930.66</b>	3,008.00	10,042.00	23%
Small Tools-Hose/SCBA	-.402	9,225	<b>0.00</b>	0.00	9,225.00	0%
Special District Expense	-.411	19,450	<b>778.11</b>	1,073.90	18,376.10	6%
SDE--Health Maintenance	-.412	7,500	<b>146.42</b>	146.42	7,353.58	2%
Training	-.422	7,000	<b>0.00</b>	1,255.43	5,744.57	18%
Travel/Education	-.478	12,000	<b>0.00</b>	0.00	12,000.00	0%
Transportation Fuel	-.480	32,750	<b>1,182.25</b>	1,774.34	30,975.66	5%
Utilities - Water/Sewer	-.501	8,400	<b>0.00</b>	1,535.04	6,864.96	18%
Utilities - Electrical	-.504	10,000	<b>944.26</b>	2,081.98	7,918.02	21%
Utilities - Propane	-.505	26,000	<b>0.00</b>	0.00	26,000.00	0%
LAFCO Fee	<b>5627</b>	2,477	<b>0.00</b>	2,613.27	(136.27)	106%
<b>FIXED ASSETS</b>						
Building Fund: Structures	<b>5640</b>	274,760	<b>0.00</b>	0.00	274,760.00	0%
Equipment	<b>5701</b>	12,500	<b>0.00</b>	0.00	12,500.00	0%
<b>Fire Operation Fund Totals</b>		<b>2,015,695</b>	<b>115,173.73</b>	<b>296,186.97</b>	<b>1,719,508.03</b>	<b>15%</b>

## CHECKS ISSUED LISTING - August 2017 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5001.1.001: SALARIES</b>			
12078, 12155	Payroll / Statutory Elective Withholding		\$72,558.48
12078, 12155	Paychex Fee	employer cost	\$288.93
1039920, 1040525	PARS	EE withholding	\$0.00
12079, 12156	EPFF Local #3581	dues and meals withholding	\$763.20
<b>5001.1.002: EXTRA HIRE</b>			none issued
<b>5001.1.003: EXTRA HIRE - INTERNS</b>			
1039920, 1040525	Payroll / Statutory Elective Withholding		\$789.18
12078, 12155	Paychex Fee	employer cost	\$63.00
<b>5001.1.004: ST/TF Firefighter Payment</b>			
1039920, 1040525	Payroll / Statutory Elective Withholding		\$1,488.08
12078, 12155	Paychex Fee	employer cost	\$0.00
<b>5001.1.005: Volunteer Firefighter Response/Relief</b>			none issued
<b>5001.1.050: RETIREMENT (PERS)</b>			
	PERS	employer portion	
	PERS	unfunded liability	
<b>5001.1.055: GROUP INSURANCE</b>			
1040837	FDAC-EBA	med/vis/den/life ins prem	\$1,227.81
1040844	SDRMA-Employee Benefit Service - medical premium		\$10,851.00
1040840	Hometown Health	medical premium	869.00
1039920, 1040525	Supplemental Life Premium Withholding		(\$85.60)
<b>5001.1.062: UNIFORM ALLOWANCE</b>			none issued
<b>5111.1.111: SAFETY CLOTHING</b>			
1040627	L N Curtis & Sons	PPE gear sets	\$6,363.65
<b>5111.1.115: SAFETY EQUIPMENT</b>			none issued
<b>5111.1.121: COMMUNICATIONS: RADIOS</b>			
1040841	Interstate All Battery Cenbter	HT batteries	\$173.70

## CHECKS ISSUED LISTING - August 2017 FIRE OPERATIONS

### 5111.1.124: COMMUNICATIONS: TELEPHONE

1040623 AT&T	local service Sta. 2	\$127.76
1040623 AT&T	local service Sta. 4	\$141.14
1040624 Comcast	phone/internet Sta. 1	\$279.07
1040834 Comcast	phone/internet Sta. 2	\$109.10
1040839 Fox Security	alarm monitoring Sta. 1 & 2	\$120.00
1040846 Verizon Wireless	cellular service	\$203.75

### 5111.1.131: FOOD/FIRE LINE MEALS

1040261 US Bank	meals after structure fire	\$60.46
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### 5111.1.141: HOUSEHOLD EXPENSE

1040246 AmeriPride	towel service	\$142.20
1040248 CA Waste Recovery	trash removal	\$182.46
1040261 US Bank	barbeque parts	\$143.16
1040632 Veritiv	toilet paper, paper towels, etc.	\$789.11

### 5111.1.151: INSURANCE: PROPERTY/LIABILITY

*none issued*

### 5111.1.153: INSURANCE: WORKER'S COMPENSATION

*none issued*

### 5111.1.181: MAINTENANCE: APPARATUS

1040247 Arnold Auto Supply	U1006: coolant	\$17.15
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### 5111.1.182: MAINTENANCE: UTILITIES

1040247 Arnold Auto Supply	U3016: freon, mini fuse atm	\$54.68
1040247 Arnold Auto Supply	U3018: additive	\$28.96
1040247 Arnold Auto Supply	U3019: additive, relays	\$96.50
1040259 Sonora Ford	U3018: repair fuel pump, shocks.	\$3,750.00
1040261 US Bank (Arnold Automotive)	U3016: brake/AC repairs	\$1,242.97
1040261 US Bank (O'Reilly Auto Parts)	U3016: batteries	\$325.52
1040630 US Bank	U3019: full maint trans/transfr/axl	\$1,865.04

### 5111.1.201: BUILDING & GROUNDS MAINTENANCE

1040247 Arnold Auto Supply	weather strip, oil gun	\$42.88
1040250 Cummins Pacific	generator preventative maint.	\$1,820.12
1040253 Ebbetts Pass Lumber Co	paint, roller	\$68.35

### 5111.1.211: EMERGENCY CARE

*none issued*

### 5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS

1040261 US Bank	FDAC membership	\$440.00
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## CHECKS ISSUED LISTING - August 2017 FIRE OPERATIONS

### 5111.1.241: OFFICE EXPENSE

1040253 Ebbetts Pass Lumber Co	pens	\$22.31
1022777 US Bank	backup, website sec, off supp	\$159.99
1040838 Foothill Printing & Graphics	envelopes, purchase req forms	\$284.97
1040842 Laura Bowly Design	migrate website/emails	\$232.50

### 5111.1.243: OFFICE EXPENSE: POSTAGE

JE Calaveras Co	mailing of checks
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### 5111.1.245: OFFICE EXPENSE: COPIES

1040634 Zoom Imaging Systems	copier maintenance	\$81.05
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### 5111.1.271: PROFESSIONAL SERVICES

1040258 Simas & Associates	legal services	\$161.44
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### 5111.1.401: SMALL TOOLS/FF EQUIPMENT

1040256 L N Curtis & Sons	grant: gas monitor items	\$2,930.66
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### 5111.1.402: SMALL TOOLS: HOSE / SCBA

*none issued*

### 5111.1.411: SPECIAL DISTRICT EXPENSE

JE Calaveras Co Env Health Dept	CUPA Oversight Fee	\$253.00
1040261 US Bank: SAMBA	EPN reporting	\$52.73
1040261 US Bank	fuel for rental truck (BBQ)	\$21.93
1040625 Gateway Press Inc.	over street banner	\$450.45

### 5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

1040261 US Bank	physical	\$146.42
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### 5111.1.422: TRAINING

*none issued*

### 5111.1.478: TRAVEL/EDUCATION/TRAINING

*none issued*

### 5111.1.480: TRANSPORTATION FUEL

1040252 Ebbetts Pass Gas Service	gasoline and diesel	\$1,151.11
1040261 US Bank	fuel for U3019	\$31.14

### 5111.1.501: UTILITIES: WATER/SEWER

*none issued*

### 5111.1.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	\$944.26
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## **CHECKS ISSUED LISTING - August 2017    FIRE OPERATIONS**

**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 2017

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
<b>SALARIES &amp; BENEFITS</b>	<b>5001</b>					
Salaries/Wages	-.001	283,184	25,771.95	47,984.44	235,199.56	17%
Retirement	-.050	60,510	0.00	4,554.42	55,955.58	8%
Group Insurance	-.055	77,131	6,129.25	14,666.75	62,464.25	19%
Uniform Allowance	-.062	1,200	0.00	600.00	600.00	50%
<b>SERVICES &amp; SUPPLIES</b>	<b>5111</b>					
Safety Clothing	-.111	1,500	2,727.27	2,727.27	(1,227.27)	182%
Safety Equipment	-.115	1,000	0.00	0.00	1,000.00	0%
Communications-Radios	-.121	1,000	0.00	43.43	956.57	4%
Communications-Phone	-.124	615	50.28	100.56	514.44	16%
Housekeeping	-.141	1,883	372.52	491.62	1,391.38	26%
Insurance-Prop/Liability	-.151	2,204	0.00	2,000.00	204.00	91%
Insurance-Workers Comp	-.153	17,050	0.00	10,000.00	7,050.00	59%
Maintenance-Apparatus	-.181	1,900	0.00	1,037.88	862.12	55%
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	-	15.76	39.77	(39.77)	
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	2.70	29.42	670.58	4%
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	0.00	0.00	1,500.00	0%
Travel/Education	-.478	2,700	0.00	0.00	2,700.00	0%
Transportation Fuel	-.480	6,500	693.51	1,283.29	5,216.71	20%
<b>SPECIAL TAX HANDLING FEE</b>	<b>5411</b>	3,623	0.00	0.00	3,623.00	0%
<b>Engine Paramedic Program Totals</b>		488,014	35,763.24	85,685.85	402,328.15	18%

## CHECKS ISSUED LISTING - August 2017 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5001.2.001: SALARIES</b>			
12078, 12155	Payroll / Statutory Elective Withholding		\$25,312.35
12078, 12155	Paychex Fee	employer cost	\$69.60
1039920, 1040525	PARS	EE withholding	\$0.00
12079, 12156	EPFF Local #3581	dues and meals withholding	\$390.00
<b>5001.2.050: RETIREMENT (PERS)</b>			
	PERS	employer portion	
	PERS	unfunded liability	
<b>5001.2.055: GROUP INSURANCE</b>			
1040837	FDAC-EBA	med/vis/den/life ins prem	\$524.25
1040844	SDRMA-Employee Benefit Service - medical premium		\$5,647.00
1039920, 1040525	Supplemental Life Premium Withholding		(\$42.00)
<b>5001.2.062: UNIFORM ALLOWANCE</b>			<i>none issued</i>
<b>5111.2.111: SAFETY CLOTHING</b>			
1040627	L N Curtis & Sons	PPE gear sets	\$2,727.27
<b>5111.2.115: SAFETY EQUIPMENT</b>			<i>none issued</i>
<b>5111.2.121: COMMUNICATIONS: RADIOS</b>			<i>none issued</i>
<b>5111.2.124: COMMUNICATIONS: TELEPHONE</b>			
1040624	Comcast	monthly service - 1 line	\$50.00
1040846	Verizon Wireless	monthly service - E435	\$0.28
<b>5111.2.131: FOOD/FIRE LINE MEALS</b>			<i>none issued</i>
<b>5111.2.141: HOUSEHOLD EXPENSE</b>			
1040246	AmeriPride	towel service	\$56.88
1040632	Veritiv	toilet paper, paper towels, etc.	\$315.64
<b>5111.2.151: INSURANCE: PROPERTY/LIABILITY</b>			<i>none issued</i>
<b>5111.2.153: INSURANCE: WORKER'S COMPENSATION</b>			<i>none issued</i>
<b>5111.2.181: MAINTENANCE: APPARATUS</b>			<i>none issued</i>

## CHECKS ISSUED LISTING - August 2017 ENGINE PARAMEDIC

<b>5111.2.201: BUILDING &amp; GROUNDS MAINTENANCE</b>	<i>none issued</i>
<b>5111.2.211: EMERGENCY CARE / RESCUE</b>	<i>none issued</i>
<b>5111.2.241: OFFICE EXPENSE</b>	<i>none issued</i>
<b>5111.2.271: PROFESSIONAL SERVICES</b>	<i>none issued</i>
<b>5111.2.401: SMALL TOOLS / ALS EQUIPMENT</b>	<i>none issued</i>
<b>5111.2.402: SMALL TOOLS: HOSE / SCBA</b>	<i>none issued</i>
<b>5111.2.411: SPECIAL DISTRICT EXPENSE</b>	
1040261 US Bank: SAMBA	EPN reporting \$2.70
<b>5111.2.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE</b>	<i>none issued</i>
<b>5111.2.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE</b>	<i>none issued</i>
<b>5111.2.422: TRAINING</b>	<i>none issued</i>
<b>5111.2.478: TRAVEL/EDUCATION/TRAINING</b>	<i>none issued</i>
<b>5111.2.480: TRANSPORTATION FUEL</b>	
1040252 Ebbetts Pass Gas Service	gasoline and diesel \$693.51
<b>5411 P: SPECIAL TAX HANDLING FEE</b>	<i>none issued</i>

## STATION 3 A ACCOUNT SUMMARY SHEET - AUG 2017

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
<b>SALARIES &amp; BENEFITS</b>	<b>5001</b>					
Salaries/Wages	-.001	933,372	<b>76,133.54</b>	158,874.10	774,497.90	17%
Retirement	-.050	192,998	<b>0.00</b>	14,510.69	178,487.31	8%
Group Insurance	-.055	260,970	<b>18,803.12</b>	47,753.96	213,216.04	18%
Uniform Allowance	-.062	3,792	<b>0.00</b>	2,400.00	1,392.00	63%
<b>SERVICES &amp; SUPPLIES</b>	<b>5111</b>					
Safety Clothing	-.111	2,500	<b>11,393.90</b>	11,889.50	(9,389.50)	476%
Safety Equipment	-.115	2,250	<b>0.00</b>	0.00	2,250.00	0%
Communications-Radios	-.121	4,500	<b>173.75</b>	347.45	4,152.55	8%
Communications-Phone	-.124	3,325	<b>10.35</b>	243.36	3,081.64	7%
Food - Fire Line Meals	-.131	400	<b>0.00</b>	0.00	400.00	0%
Housekeeping	-.141	4,624	<b>737.55</b>	985.83	3,638.17	21%
Insurance-Prop/Liability	-.151	6,000	<b>0.00</b>	6,000.00	-	100%
Insurance-Workers Comp	-.153	50,000	<b>0.00</b>	20,000.00	30,000.00	40%
Maintenance-Apparatus	-.181	6,300	<b>0.00</b>	0.00	6,300.00	0%
Maintenance-Ambulances	-.183	31,250	<b>3,777.64</b>	6,447.73	24,802.27	21%
Building Maintenance	-.201	5,000	<b>1,222.94</b>	1,222.94	3,777.06	24%
Emergency Care/Rescue	-.211	30,000	<b>1,458.15</b>	3,392.80	26,607.20	11%
Memberships	-.221	150	<b>0.00</b>	0.00	150.00	0%
Office Expense	-.241	1,800	<b>535.28</b>	535.28	1,264.72	30%
Professional Services	-.271	54,750	<b>7,615.10</b>	9,127.10	45,622.90	17%
Small Tools/FF Equipment	-.401	6,000	<b>259.41</b>	259.41	5,740.59	4%
Small Tools-Hose/SCBA	-.402	1,050	<b>0.00</b>	0.00	1,050.00	0%
Special District Expense	-.411	14,756	<b>2,297.43</b>	6,727.36	8,028.64	46%
SDE--Health Maintenance	-.412	3,000	<b>0.00</b>	0.00	3,000.00	0%
SDE--Administrative Fee	-.413	45,261	<b>0.00</b>	0.00	45,261.00	0%
Training	-.422	2,000	<b>0.00</b>	0.00	2,000.00	0%
Travel/Education	-.478	4,500	<b>0.00</b>	0.00	4,500.00	0%
Transportation Fuel	-.480	11,000	<b>1,178.99</b>	2,264.79	8,735.21	21%
Utilities - Water/Sewer	-.501	800	<b>0.00</b>	152.25	647.75	19%
Utilities - Electrical	-.504	1,800	<b>146.29</b>	301.07	1,498.93	17%
Utilities - Propane	-.505	5,000	<b>62.43</b>	62.43	4,937.57	1%
BANK CHARGES - Lockbox Account	<b>5403</b>	1,800	<b>152.62</b>	152.62	1,647.38	8%
SPECIAL TAX HANDLING FEE	<b>5411</b>	8,276	<b>0.00</b>	0.00	8,276.00	0%
REFUND OVERPAYMENT	<b>5612</b>	10,000	<b>218.67</b>	3,485.93	6,514.07	35%
<b>FIXED ASSETS</b>						
Building Fund: Structures	<b>5640</b>	-	<b>0.00</b>	0.00	-	
Equipment	<b>5701</b>	-	<b>0.00</b>	0.00	-	
<b>Fire Operation Fund Totals</b>		<b>1,709,224</b>	<b>126,177.16</b>	<b>297,136.60</b>	<b>1,412,087.40</b>	<b>17%</b>

**CHECKS ISSUED LISTING - August 2017****STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5001.3.001: SALARIES</b>			
12078, 12155	Payroll / Statutory Elective Withholding		\$73,971.55
12078, 12155	Paychex Fee	employer cost	\$278.38
1039920, 1040525	PARS	EE withholding	\$340.41
12079, 12156	EPFF Local #3581	dues and meals withholding	\$1,543.20
<b>5001.3.050: RETIREMENT (PERS)</b>			
	PERS	employer portion	
	PERS	unfunded liability	
<b>5001.3.055: GROUP INSURANCE</b>			
1040837	Employee Benefits Services	med/vis/den/life ins prem	\$1,561.72
1040844	SDRMA-Employee Benefit Service - medical premium		\$17,376.00
1039920, 1040525	Supplemental Life Premium Withholding		(\$134.60)
<b>5001.3.062: UNIFORM ALLOWANCE</b>			<i>none issued</i>
<b>5111.3.111: SAFETY CLOTHING</b>			
1040627	L N Curtis & Sons	PPE gear sets	\$10,909.08
1040631	Scott Vasquez	reimburse wildland boots	\$484.82
<b>5111.3.115: SAFETY EQUIPMENT</b>			<i>none issued</i>
<b>5111.3.121: COMMUNICATIONS: RADIOS</b>			
1040841	Interstate All Battery Cenbter	HT batteries	\$173.75
<b>5111.3.124: COMMUNICATIONS: TELEPHONE</b>			
	Comcast - Sta. 3	monthly service	\$0.00
1040846	Verizon Wireless	monthly service	\$10.35
<b>5111.3.131: FOOD/FIRE LINE MEALS</b>			<i>none issued</i>
<b>5111.3.141: HOUSEHOLD EXPENSE</b>			
1040246	AmeriPride	towel service	\$85.32
1040248	CA Waste Recovery	trash removal	\$70.67
1040253	Ebbetts Pass Lumber Co	garbage disposal, carpet cleaner	\$108.09
1040632	Veritiv	toilet paper, paper towels, etc.	\$473.47

**CHECKS ISSUED LISTING - August 2017****STATION 3 A****5111.3.151: INSURANCE: PROPERTY/LIABILITY***none issued***5111.3.153: INSURANCE: WORKER'S COMPENSATION***none issued***5111.3.181: MAINTENANCE: APPARATUS***none issued***5111.3.183: MAINTENANCE: AMBULANCES**

1040247 Arnold Auto Supply	U3507: def fluid	\$64.31
1040248 Arnold Automotive	U3504: replace alternator	\$187.00
1040251 Arnold Tire & Auto Care	U3507: balance 2 tires	\$30.00
1040630 Sonora Ford	U3505: oil cooler repair	\$3,166.33
1040847 Arnold Automotive	U3506: install right side air bag	\$330.00

**5111.3.201: BUILDING & GROUNDS MAINTENANCE**

1040247 Arnold Auto Supply	weather strip, oil gun	\$115.22
1040250 Cummins Pacific	generator preventative maint.	\$701.91
1040250 Cummins Pacific	generator repairs	\$405.81

**5111.3.211: EMERGENCY CARE / RESCUE**

1040245, 1040622 Airgas	oxygen	\$2,849.43
1040255, 1040626 Life Assist Inc	medical supplies	\$868.72

**5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS***none issued***5111.3.241: OFFICE EXPENSE**

1040838 Foothill Printing & Graphics	envelopes, purchase req forms	\$108.38
1040842 Laura Bowly Design	migrate website/emails	\$150.00
1040845 Staples	Surface Pro keyboards, paper	\$276.90

**5111.1.245: OFFICE EXPENSE: COPIES**

1040634 Zoom Imaging Systems	copier maintenance	\$15.76
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**5111.3.271: PROFESSIONAL SERVICES**

1040254 Elinor Hall MPH	IGT consultation services	450.00
1040628 Mountain-Valley EMS Agency	1st Qtr Emergency Transport Fee	835.75
1040843 Novato Fire District	May 2017: 50 PCRs	900.00
1040843 Novato Fire District	Jun 2017: 50 PCRs	900.00
JE Calaveras Co Sheriff's Office	Jun 2017 Dispatch Fee - 53	2,085.55
JE Calaveras Co Sheriff's Office	Jun 2017 Dispatch Fee - 60	2,443.80

## CHECKS ISSUED LISTING - August 2017

## STATION 3 A

### 5111.3.401: SMALL TOOLS/FF EQUIPMENT

1040253 Ebbetts Pass Lumber Co	UTV items: 40c sq, etc.	\$23.72
1040261 US Bank	biometric small safe	\$205.69
12206 EPFD: Heidi Lawson Ind Sew	replace buckles for heart monitor	\$30.00

### 5111.3.402: SMALL TOOLS: HOSE / SCBA

*none issued*

### 5111.3.411: SPECIAL DISTRICT EXPENSE

1040260 Stericycle	medical waste disposal	\$583.63
1040261 US Bank: SAMBA	EPN reporting	\$10.80
1040261 US Bank	FF testing advertisement	\$250.00
1040835 CPS HR Consulting	entry level FF Exam	\$858.00
1040836 ESO Solutions	EEHR Interface Emergency Repl	\$595.00

### 5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

*none issued*

### 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

1040252 Ebbetts Pass Gas Service	fuel	\$1,088.52
1040249 Chevron	fuel	\$90.47

### 5111.3.501: UTILITIES: WATER/SEWER

*none issued*

### 5111.3.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	\$146.29
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### 5111.3.505: UTILITIES: PROPANE

1040252 Ebbetts Pass Gas Service	propane	\$62.43
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### 5403 A: BANK CHARGES

JE WestAmerica Bank	lockbox account fee	\$152.62
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### 5411 A: SPECIAL TAX HANDLING FEE

*none issued*

### 5640 A: STRUCTURES

*none issued*

### 5701 A: EQUIPMENT

*none issued*

### 8001/5612 A: REFUNDS

1040634 CA Dept of Health Care Services	refund overpayment	\$218.67
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# **Ebbetts Pass Fire District**



September 14, 2017

To: EPFD Staff

From: C410

RE: Prestabilization Fee/Rate implementation

At the September 19<sup>th</sup> Ebbetts Pass Board of Directors Meeting we have agendized a guest speaker to conduct a Prestabilization Fee/Rate Implementation presentation. Our guest speaker is Ted Peterson, Novato Fire Protection District Battalion Chief Director of EMS, CEMSO. Chief Peterson in my opinion is a subject matter expert on the topic of Prestabilization Fee/Rate in California. The intent of the presentation is to provide a detailed description of the Prestabilization Fee/Rate and, ultimately, have you determine if our District would like to participate in this program.

Ebbetts Pass Fire District

Fire Chief Mike Johnson



MD

Melissa Dixon <[mdixon@firebenefits.org](mailto:mdixon@firebenefits.org)>

[mdixon@firebenefits.org](mailto:mdixon@firebenefits.org)

## **FDAC EBA: Data Transition and Bylaws Amendment**

### **Bylaws**

The FDAC EBA requests your vote to amend the Bylaws to include language for dividend distribution and Premium Assessments.

The FDAC EBA has been self-funded for its medical program offered through Blue Shield since 2016 and its dental program offered through Delta Dental since 2017. This means the FDAC EBA takes on the financial risk for these programs up to the reinsurance levels. Over the past few years the FDAC EBA was able to build reserves to cover liabilities for run-out claims and is building reserves for premium stabilization. Should reserves continue to grow, at some point reserves will be considered excessive. At that point the FDAC EBA Board would declare a dividend to the membership and return excess premiums. In order to do this the Bylaws need to be amended to allow for this distribution.

The reciprocal is also true. Should reserves shrink due to excessive claim activity, the FDAC EBA Board may require additional premium for the self-funded programs. The language to have the ability to assess additional premium from members participating in the self-funded program needs to be in the Bylaws. In order to do this the Bylaws needed to be amended to allow for assessments.

We ask that you vote in favor of the amended Bylaws. Votes should be emailed to [mdixon@firebenefits.org](mailto:mdixon@firebenefits.org), no later than October 15, 2017.

Sincerely,

**Melissa Dixon, MBA, CAE**  
*Administrator*

FDAC Employment Benefits Authority  
700 R Street, Suite 200  
Sacramento, CA 95811  
877.350.4EBA  
[www.firebenefits.org](http://www.firebenefits.org)

**BYLAWS  
OF  
FIRE DISTRICT ASSOCIATION OF CALIFORNIA  
EMPLOYMENT BENEFITS AUTHORITY**

THESE BYLAWS shall govern the operation and conduct of the business and affairs of the Fire District Association of California Employment Benefits Authority (hereinafter "FDAC Employment Benefits Authority" or the "Authority").

**ARTICLE I  
MEMBERSHIP**

**A. Eligibility**

Any public agency organized under the laws of the State of California with the power to provide at least one of the following services: (1) fire suppression services, (2) emergency medical services, including emergency disease response, prevention and control services; (3) hazardous material response services, (4) medical transport and/or ambulance services, including emergency transportation services; (5) rescue services; (6) any other emergency response services provided pursuant to the California Emergency Services Act (Government Code section 8550 et seq.) is eligible for membership in FDAC Employment Benefits Authority subject to approval of its membership by the FDAC Employment Benefits Authority Board of Directors. For the purposes of these Bylaws "Emergency" means a condition of disaster or of extreme peril to the safety of persons and property caused by such conditions as air pollution, fire, flood, hazardous material incident, storm, epidemic, riot, drought, plant or animal infestations or disease, earthquake, terrorism, or sudden and severe energy shortage.

**B. Participating Member**

A "participating member agency" or "Member", as that phrase is used herein is any eligible public agency in the State of California whose participation in FDAC Employment Benefits Authority has been approved by the members of its legislative body and the Board of Directors of FDAC Employment Benefits Authority; which has executed the Joint Powers Agreement of which these Bylaws are a part; which maintains compliance with the Underwriting Criteria of the Authority throughout the term of its membership, as determined by the Board of Directors, and which has paid all contributions and fees required for those health and welfare benefit programs offered by FDAC Employment Benefits Authority in which the participating member agency is enrolled.

**C. Successor Members**

Should any participating member agency reorganize in accordance with the statutes of the State of California, its successor in interest, or successors in interest, may be substituted as a participating member agency subject to approval by the members of its legislative body and the Board of Directors of FDAC Employment Benefits Authority.

D. Authority of Members

All participating member agencies shall have the right to vote, as set forth in these Bylaws, on the election of participating member agencies to select a director to serve on the Board of Directors of the FDAC Employment Benefits Authority, on the disposition of all or substantially all of the assets of FDAC Employment Benefits Authority, on any merger and its principal terms and any amendments of those terms, and on any election to terminate FDAC Employment Benefits Authority. Only participating member agencies in good standing are entitled to cast one vote on each such matter submitted to a vote of the Members. Participating member agencies who have maintained compliance with the Authority's Underwriting Criteria, as determined by the Board of Directors, who have timely paid the required contributions, fees and assessments in accordance with these Bylaws and the policies and procedures of FDAC Employment Benefits Authority, and who are not suspended as members, shall be members in good standing.

E. Admission Fee

Any agency approved for participation in FDAC Employment Benefits Authority after the effective date of the Joint Powers Agreement and these Bylaws may be required to pay an admission fee in such amount as may be established from time to time by the members of the Board of Directors of FDAC Employment Benefits Authority.

F. Annual Membership Meeting

An Annual Membership Meeting shall be held after the close of each fiscal year at such time, on such date, and at such place as shall be determined by the Board of Directors. The Secretary shall furnish to each participating member agency a written notice of the time, place and date of the annual meeting at least thirty (30) days before the date of the meeting. At each Annual Membership Meeting, the President shall submit a status report with respect to each of the health and welfare benefit programs offered by FDAC Employment Benefits Authority, a report of the claims experience within each such program, and an audited financial report for FDAC Employment Benefits Authority for the preceding fiscal year.

G. Membership Meeting Quorum Requirement

Fifty Percent plus one (50% plus one) of the total authorized number of participating member agencies shall constitute a quorum for the transaction of any item of business by the Members. If a quorum is present, the affirmative vote of a majority of the Members represented at the meeting entitled to vote and voting on any matter, shall be deemed an act of the Members. Each Member shall be entitled to one vote. No Member shall have the right to vote by means of a proxy.

H. Special Meetings

The Board, or the President of the Board, or five percent (5%) or more of the participating member agencies may call a special meeting of the Members for any lawful purpose at any time. Such a special meeting may be called by written request, specifying the general nature of the business proposed to be transacted and addressed to the attention of and submitted to the President of the Board. The President shall direct the Administrator to cause notice to be given promptly to the Members stating that a special meeting will be held at a specified time and date fixed by the Board. No business other than the business that was set forth in the notice of the special meeting may be transacted at a special meeting.

I. Notice of Meetings

Whenever member agencies are required or permitted to take any action at a meeting, written notice of the meeting shall be given to each Member entitled to vote at that meeting. The notice shall specify the place, date and hour of the meeting and the means of electronic transmission by and to the Authority or electronic video screen communication, if any, by which Members may participate in the meeting. For the Annual Membership Meeting, the notice shall state the matters that the Board intends to present for action by the Members. For a special meeting the notice shall state the general nature of the business to be transacted and shall state that no other business may be transacted. The notice of any meeting at which directors are to be elected shall include the names of all persons who are nominees when notice is given.

1. Notice Requirements. Written notice of any membership meeting shall be given at least ten (10) but no more than ninety (90) days before the meeting date either personally, by first class registered or certified mail, by electronic transmission, addressed to each Member entitled to vote at the address of that member agency's principal office.

2. Electronic Notice. Notice given by electronic transmission by the Authority shall be valid if delivered by either (a) facsimile telecommunication or electronic mail when directed to the facsimile number or electronic mail address for that member agency on record with

the Authority; (b) posting on an electronic message board or network that the Authority has designated for such communications, together with a separate notice to each member agency of the posting; or (c) any other means of electronic communication. Such electronic communication must be directed to a recipient member agency which has provided an unrevoked consent to the use of electronic transmission for such communications; and which electronic communication creates a record that is capable of retention, retrieval and review by the Authority.

All such electronic communications shall include a written statement to the recipient member agency that such agency has the right to have the notice provided in non-electronic form and the recipient member agency may withdraw its consent to receive electronic communications in the place of written communications by providing written notice to the Authority of such withdrawal of consent.

Notice shall not be given by electronic transmission by the Authority if the Authority is unable to deliver two (2) consecutive notices to the member agency by that means, or otherwise becomes aware of the fact that the member agency cannot receive electronic communications.

J. Electronic Meetings

Member agencies not physically present in person at a meeting of members may, by electronic transmission by and to the Authority or by electronic video screen communication, participate in a meeting of members, either annual or special, and be deemed present in person and vote at such a meeting whether that meeting is to be held at a designated place, or in whole or in part by means of electronic transmission by and to the Authority or by electronic video screen communication with participating member agencies.

Annual and special meetings of the Members may be conducted in whole or in part by electronic transmission by and to the Authority or by electronic video screen communication if the following criteria are satisfied: (1) the Authority implements reasonable procedures to provide member agencies attending in person a reasonable opportunity to participate in the meeting and to vote on matters submitted to the Members, including an opportunity to hear the proceedings of the meeting including comments of member agencies participating by means of electronic communication, substantially concurrently with such proceedings; and (2) if any member agency votes or takes other action at the meeting by means of electronic transmission to the Authority or electronic video screen communication, that a record of that vote or action is maintained by the Authority; and (3) in order to conduct electronic meetings the Authority must request Members to

provide written consent to conduct meetings of Members by electronic transmission. Such request for consent shall include a notice that absent consent of the member agency such meeting shall be held at a physical location in accordance with the provisions of these Bylaws.

K. Solicitation of Written Ballots from Members

All solicitations of votes by written ballot, whether by means of electronic communication or first class mail, shall: (1) state the number of responses needed to meet the quorum requirement; (2) state, with respect to ballots other than for election of directors, the percentage of approvals necessary to pass the measure or measures; and (3) specify the time by which the written ballot must be received by the Authority in order to be counted. Each written ballot so distributed shall: (1) set forth the proposed action; (2) give member agencies an opportunity to specify approval or disapproval of each proposal; and (3) provide a reasonable time in which to return the ballots to the Authority either electronically or by first class mail.

L. Number of Votes Required for Approval

Approval by written ballot shall be valid only when (1) the number of votes cast by written ballot either by means of electronic communication or first class mail within the specified time equals or exceeds the quorum required to be present at a meeting authorizing the action; and (2) the number of approvals equals or exceeds the number of votes that would be required for approval at a meeting of members, i.e. 50% plus one of those participating member agencies casting written ballots either electronically or by first class mail.

**ARTICLE II  
BOARD OF DIRECTORS**

A. Powers

The business and affairs of FDAC Employment Benefits Authority shall be managed, and all powers of this Joint Powers Authority shall be exercised by or under the direction of the Board of Directors. The specific powers of the Board of Directors in managing the affairs of this Joint Powers Authority are specified in the Joint Powers Agreement.

B. Election of Directors

The Board of Directors shall consist of five directors selected by those participating member agencies which are elected by those member agencies who have executed the Joint Powers Agreement and are participating in the FDAC Employment Benefits Authority. A majority of the authorized number of directors shall be appointed by elected participating member agencies with the power to provide fire suppression services. The remaining number of authorized directors shall be appointed by any elected participating member agency. The election of participating member

agencies shall take place by a written ballot in each odd-numbered year as specified below. At the election of participating member agencies designated to select individuals to serve as directors on the Board of Directors, each participating member agency shall have one vote for each Board position to be filled at that election among those participating member agencies nominated to be elected. Those participating member agencies receiving the greatest number of votes corresponding to the number of Board positions to be filled at such election shall each designate one individual to serve as a director on the Board of Directors.

When a participating member agency is elected and selects an individual to serve as a director on the Board of Directors, at that time, and at all times thereafter, that individual designated to serve as a director on the Board of Directors must be, and must continue to be during his/her entire term of office, either a member of the Board of Directors of the participating member agency or a management employee of that participating member agency. In each instance, the appointing participating member agency shall certify to the FDAC Employment Benefits Authority the person who has been appointed by that participating member to serve as a director on the Board of Directors of the FDAC Employment Benefits Authority. The appointing district may change its representative to serve as a director on the Board of Directors at any time by certifying to the FDAC Employment Benefits Authority the name and position of the new representative designated by that participating member agency to serve as a director on the Board of Directors, which designation shall be effective no earlier than five days after mailing of such a certificate. Only one director from any participating member agency may serve on the Board of Directors at the same time.

Each director shall serve for a term of four years which term shall commence January 1 of the year following written ballot election. The members of the Board of Directors serve staggered 4-year terms. The written ballot of participating member agencies to elect districts to designate an individual to serve as a director on the Board of Directors shall take place every two years in order to maintain such staggered terms. A director may be selected or appointed to additional terms of office.

The following provisions shall apply to a written ballot procedure for election of districts to designate individuals to serve as directors on the Board of Directors:

1. Written notice of the use of a written ballot for election of participating member agencies to designate individuals to serve as directors on the Board of Directors in any odd-numbered year shall be sent either by registered mail or electronic mail to each participating

member agency no later than 120 days prior to the date scheduled for such election. Said notice shall: (a) inform each participating member agency of the positions to be filled on the Board of Directors at such election; (b) inform each participating member agency of its right to nominate participating member agencies to select an individual to serve in any director position to be filled at such election; (c) inform each participating member agency regarding those board seats up for nomination for which nominations are limited to those participating members agencies with fire suppression powers, to ensure that a majority of board members are selected by member agencies with fire suppression powers pursuant to Article II Section B above; and (d) inform participating member agencies that nominations may be made by filing with the Administrator of FDAC Employment Benefits Authority at least sixty (60) days prior to the date scheduled for such election, a letter making such nomination. A participating member agency can be nominated for only one position on the Board of Directors at each election.

When the nomination period for participating member agencies to select directors is closed, a written ballot specifying all member agencies nominated shall be distributed to each participating member agency in good standing as of that date. The form of written ballot and any related material may be sent by electronic transmission by the Authority, and completed ballots may be returned to the Authority by electronic transmission by participating member agencies that meet the requirements of Article I, sections G through L of these Bylaws. If a member agency does not consent to electronic communication their form of written ballot will be mailed to such participating member agency no later than 45 days prior to the date scheduled for such election. Said written ballot shall indicate that each participating member agency may return the ballot by electronic communication or first class mail to the principal business address of FDAC Employment Benefits Authority and that only those written ballots received either electronically or by mail prior to close of business on the date designated for the election shall be valid and counted. Written ballots received after the specified date shall not be counted.

2. All solicitations of votes by written ballot shall: (1) state the number of responses needed to meet the quorum requirement; (2) state, with respect to ballots for election of participating member agencies to designate individuals to serve as directors, that those nominee member agencies receiving the highest number of votes for each Board position subject to election will be certified as elected and qualified to designate an individual to serve as Director in that Board position.



Election of a nominee to a Board position shall be valid only when: (1) the number of votes cast by written ballot, transmitted either electronically or by first class mail, within the time specified, equals or exceeds the quorum required to be present at a meeting of Members authorizing such action, and (2) the number of written ballots approving the election of a nominee equals the number of votes that would be required for election of a nominee at a meeting of the member agencies; i.e. the nominee receiving the highest number of votes for each Board position subject to election.

3. In the event of a tie vote, a supplemental written ballot containing only the names of those participating member agencies receiving the same number of votes shall be forwarded either by electronic communication or first class mail to each participating member agency in accordance with the written ballot procedures specified in these Bylaws. Those supplemental ballots received either by means of electronic communication or first class mail from participating member agencies prior to the close of business on the date designated in the ballot as the election date shall be considered valid and counted. All supplemental written ballots received after the designated date for the election will be deemed invalid. The district receiving the highest number of votes is entitled to designate an individual to serve as a director on the Board of Directors. In the event that the supplemental written ballot also results in a tie vote, the successful participating member agency candidate will be chosen by drawing by lot.

4. In the event there is only one nominee for a Board position to be filled at such election at the time the nomination period for participating member agencies to select directors is closed, no written ballots for that Board position shall be prepared or distributed, and such nominee shall be deemed to be duly elected to such Board position by acclamation of the member agencies.

C. Vacancy

Upon the death, resignation or ineligibility of any member of the Board of Directors, or upon the withdrawal or involuntary termination of the membership of any participating member agency that designated an individual to serve as a director on the Board of Directors, a vacancy shall occur. A member of the Board of Directors will become ineligible to serve as a director if that director is no longer a member of the Board of Directors or a management employee of a participating member agency in good standing with the FDAC Employment Benefits Authority. Such a vacancy in the Board of Directors shall be filled for the balance of the unexpired term by the appointment of an individual by the participating member agency that originally selected the deceased, resigned or ineligible director within thirty (30) days after the

occurrence of the vacancy. However, in the event that a participating member agency is no longer a member of FDAC Employment Benefits Authority or remains a participating member agency but does not fill the vacancy within thirty (30) days after the vacancy occurs, the vacancy in the Board of Directors shall be filled by the remaining members of the Board of Directors of the FDAC Employment Benefits Authority by appointment of a participating member agency to select an individual to serve as a director on the Board of Directors.

In the event no nominations are received for a position to be filled on the Board of Directors at a written ballot election conducted either by electronic communication or first class mail, a vacancy in that position shall occur upon the expiration of the term of the current member agency occupying the position subject to such election. Such a vacancy shall be filled for the entire balance of the new term by the Board of Directors of FDAC Employment Benefits Authority by appointment of a participating member agency which, in turn, will select a Board member or management employee of that participating member agency to serve as a member of the Board of Directors of FDAC Employment Benefits Authority.

D. Meetings of the Board of Directors

An organizational meeting of the Board of Directors shall be held as soon as possible after the commencement of each calendar year. This business shall be for the purpose of election of officers and transaction of other business as required.

Regular meetings of the Board of Directors shall be held at any place within the State of California that has been designated by the Board in the notice of the meeting.

Special meetings of the Board of Directors, for any purpose, may be called at any time by the President. Notice of the time and place of special meeting shall be given to each Director by (a) personal delivery of written notice; or (b) first class mail, postage prepaid; or (c) telephone, including voicemail; or (d) facsimile; or (e) electronic mail; or (f) other electronic means. All such notices shall be given or sent to each Director's last known address as shown on the records of FDAC Employment Benefits Authority. Notice of the special meeting must be provided 24-hours in advance of the meeting to all members of the Board of Directors. The notice should indicate that the meeting called is a special meeting, and shall state the time, place and business to be transacted at the meeting. No other business shall be considered at the special meeting.

Notice of any regular or special meeting of the Board of Directors need not be given to any Director who, either before or after the meeting, signs a waiver of notice, a written consent

to the holding of the meeting, or an approval of the minutes of the meeting. All such waivers, consents and/or approvals shall be filed with the Secretary and made a part of the minutes of the meeting.

All meetings of the Board of Directors, including regular, adjourned, and special meetings shall be called, noticed, held, and conducted in accordance with the provisions of the Ralph M. Brown Act (*Government Code* section 54956 et seq.).

E. Quorum and Required Vote

A quorum of at least three members of the Board of Directors must be present at any meeting before the business of the Board of Directors can be transacted. The vote of a majority of the authorized number of members of the Board of Directors shall be required for any act or decision of the Board of Directors.

F. Board Meetings by Telecommunication

Any Board meeting may be held by conference telephone, video screen communication, or other communications equipment. Participation in a meeting under this section shall constitute presence in person at the meeting if both of the following apply: (1) each Board member participating in the meeting can communicate concurrently with all other members; and (2) each member of the Board is provided the means of participating in all matters before the Board, including the capacity to propose or interpose an objection to, a specific action to be taken by the Authority.

G. Expenses

The members of the Board of Directors shall be reimbursed for all reasonable and necessary travel expenses when required and incurred in connection with attendance at a meeting of the Board of Directors or a committee thereof. Travel expenses shall include all charges for transportation, meals, and lodging, other than first-class airfare. The cost of travel by private automobile shall be at a rate per mile established by the Board of Directors, but reimbursement for the cost of travel by automobile shall not exceed the applicable airfare charge.

### **ARTICLE III OFFICERS**

At the first meeting of the Board of Directors, and thereafter at the first meeting following January 1 of each year, the Board of Directors shall elect a President, a Vice-President, and a Secretary to serve for a one-year term or until a successor is elected. Such officers shall serve at the pleasure of the Board of Directors. In the event the President, Vice-President, or Secretary so

elected ceases to be a member of the Board of Directors, the resulting vacancy in office shall be filled at the next regular meeting of the Board of Directors after such vacancy occurs.

The President shall preside at and conduct all meetings of the Board of Directors, and shall carry out the resolutions and orders of the Board of Directors, and shall exercise such other powers and perform such other duties as the Board of Directors shall prescribe. In his/her absence, the Vice-President shall carry out the duties of the President. The Secretary shall record the minutes of all meetings, prepare agendas, records and correspondence, attest documents requiring the execution by authorized representatives of FDAC Employment Benefits Authority, and to fulfill other duties normally required of the Secretary.

The Board of Directors shall appoint an Administrator who shall have general administrative responsibility for the activities of this Joint Powers Authority, and shall be responsible for all minutes, notices and records of meetings and shall perform such other duties as may be assigned by the Board of Directors. The Administrator shall serve as Treasurer of FDAC Employment Benefits Authority pursuant to *Government Code* section 6505.6, and perform those duties specified in *Government Code* section 6505.5.

#### **ARTICE IV CONTRIBUTIONS**

**A.     Payment of Contributions**

Each participating member agency shall comply with all enrollment requirements specified in the Authority's Underwriting Criteria, as determined by the Board of Directors. Each participating member agency shall pay to FDAC Employment Benefits Authority or its designee the monthly contributions for each health and welfare benefit program offered by FDAC Employment Benefits Authority during each Program Year in which the participating member agency is enrolled, calculated by FDAC Employment Benefits Authority or its designee.

Payment of each monthly contribution shall be delinquent if not received by FDAC Employment Benefits Authority or its designee by the close of business on the tenth day following the month for which payment is due.

**B.     Calculation of Contributions**

The amount of the monthly contribution for each participating member agency for each health and welfare benefit program in which such Member is enrolled shall be calculated by reference to the FDAC Employment Benefits Authority rates for each health and welfare benefit program offered for each Program Year as adopted by the FDAC Employment Benefits Authority

Board of Directors based upon the advice, consultation and negotiations between the Board of Directors, the Authority's insurance brokers and consultants, and various providers of health and welfare benefit programs. Such program rates will be adopted by the Board of Directors for each health and welfare benefit program offered by the Authority on Program Year (calendar year) basis. The amount of the monthly contribution for each participating Member agency for each health and welfare benefit program in which such Member is enrolled for each Program Year shall be calculated by multiplying such Authority rates by the number and type of enrollees of that member agency as determined by the Authority's Underwriting Criteria. The Board of Directors has authority to modify the contributions so computed for any Member agency based upon criteria developed and established by the Board of Directors.

The Administrator will determine the contribution for each Member agency for all of its enrollees with respect to each health and welfare benefit program in which such Member is enrolled for the next Program Year, and shall promptly notify such Member of the amount of such contribution for each such benefit program in which such Member is enrolled in accordance with the FDAC Employment Benefits Authority Rate Policies. Open Enrollment material will be distributed to each Member agency in accordance with such Rate Policies.

#### **ARTICLE V FINANCIAL AFFAIRS**

A. Accounts and Records

FDAC Employment Benefits Authority shall establish and maintain such bank accounts and maintain such books and records as determined by the Board of Directors and as required by good accounting practice. Books and records of FDAC Employment Benefits Authority shall be open to inspection at all reasonable times by authorized representatives of participating member agencies. Periodic financial reports shall be made to all participating member agencies.

B. Audit

FDAC Employment Benefits Authority shall obtain an annual certified audit of its accounts and records which audit shall be made by a certified public accountant and shall conform to generally accepted auditing standards. A copy of said report shall be filed as a public record with each of the participating member agencies. Such audit shall be obtained and filed within nine months after the end of the fiscal year under examination.

C. Fiscal Year

FDAC Employment Benefits Authority shall operate on the fiscal year commencing July 1 and ending on the following June 30.

D. Agency Funds

All funds received for the purposes of FDAC Employment Benefits Authority shall be utilized solely for the purposes of FDAC Employment Benefits Authority, and all expenditures of funds shall be made only upon signatures authorized by the Board of Directors, which shall establish the necessary procedures for doing so. Any funds not required for the immediate need of FDAC Employment Benefits Authority, as determined by the Board of Directors, may be invested in any manner authorized by law for the investment of funds of a public agency.

E. Contributions

Without in any way limiting the powers otherwise provided for in the Joint Powers Agreement, these Bylaws, or by statute, FDAC Employment Benefits Authority shall have the power and authority to receive, accept, and utilize the services of personnel offered by any Members, or their representatives or agents; to receive, accept, and utilize property, real or personal, from any Member or its agents or representatives; and to receive, accept, expend, and disburse funds by contract or otherwise, for purposes consistent with the provisions of FDAC Employment Benefits Authority, which funds may be provided by any participating Members, their agents, or representatives.

**ARTICLE VI**

**DIVIDENDS AND ASSESSMENTS**

A. Dividends

Any surplus from the operation of FDAC Employment Benefits Authority may be distributed to the participating Member agencies under such terms and conditions as may be determined by the Board of Directors. The amount of any dividends shall be determined by the Board of Directors based upon appropriate actuarial information, including the cash reserves on hand, the reserves for unpaid claims, the reserves for incurred but not reported claims, the contributions paid and to be paid, the difference between revenues and expenses, and other relevant information.

B. Assessments

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If, in the opinion of the Board of Directors, medical claims from employees of participating member agencies in a self-funded or self-insured program of the FDAC Employment Benefits Authority, are of such a magnitude as to endanger the ability of FDAC Employment Benefits Authority to continue to meet its financial obligations in such self-funded or self-insured program, each Member agency which has participated in that FDAC Employment Benefits Authority self-funded or self-insured program during the current fiscal year and/or during any portion of the prior two fiscal years shall be assessed by the FDAC Employment Benefits Authority a pro rata share of the additional amount determined necessary by the Board of Directors to restore the ability of FDAC Employment Benefits Authority to continue to meet its financial obligations in such self-funded or self-insured program. Each Member agency=s pro rata share of the total assessment shall be in the same proportion as the total contributions paid by that agency into that self-funded or self-insured plan during the current fiscal year and the last two fiscal years bear to the total contributions paid by all participating Member agencies in that self-funded or self-insured program during that period of time. Failure of any participating Member agency to pay any regular contribution or assessment when due shall be cause for the involuntary termination of that agency=s membership in FDAC Employment Benefits Authority. Such assessment shall be a debt due by each Member agency which has participated in that self-funded or self-insured program of FDAC Employment Benefits Authority during said three-year period.

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## **ARTICLE VII TERMINATION OF MEMBERSHIP**

### **A. Voluntary Termination of Membership in a Program**

After completing three full calendar years of participation in any health and welfare benefit program offered by FDAC Employment Benefits Authority, any participating Member agency may voluntarily withdraw or terminate its participation in such a program effective at the beginning of the next calendar year by sending to the Authority a written Notice of Intention to Withdraw from a program no later than August 15 of the current year. No withdrawal shall become effective until the beginning of the next calendar year. A Member may rescind its Notice of Intention to Withdraw by filing written notification of such rescission with the Authority no later than October 1 of the current year.

A Member agency voluntarily withdrawing and/or terminating its membership in any health and welfare benefit program offered by the Authority shall remain liable to the

Authority for all contributions and assessments levied in any program in which such Member was enrolled that may become due pursuant to the terms of this terms of the Joint Powers Agreement, these Bylaws, or Authority policies. No participating member agency that has voluntarily withdrawn or terminated its membership in any health and welfare benefit program offered by the Authority shall be entitled to any refund of contributions or to any return of loss reserve contribution by virtue of its participation in such program. Any participating member agency that has voluntarily withdrawn or terminated its membership in any program offered by the Authority shall also continue to be liable for any assessments levied by the Authority pursuant to these Bylaws or Authority policies after the date of such agency's withdrawal and/or termination of membership in a program that pertains to a year during which the withdrawn or terminated member agency was a participating member agency in such program offered by the Authority.

Any participating member agency that voluntarily withdraws or terminates its participation in any program offered by the Authority shall be entitled to receive its pro rata share of any dividends declared by the Board of Directors for that particular program after the date of its withdrawal and/or termination that pertains to a year during which the withdrawn or terminated Member agency was a participating member agency in such program offered by the Authority.

B. Voluntary Withdrawal from the Authority

After completing three full calendar years of participation in FDAC Employment Benefits Authority, any participating member agency may voluntarily withdraw from FDAC Employment Benefits Authority at the end of any calendar year by sending to the Authority a written Notice of Intention to Withdraw its membership in the Authority no later than August 15 of the current year. No withdrawal shall become effective until the beginning of the next calendar year. A Member may rescind its Notice of Intention to Withdraw by filing written notification of such rescission with the Authority no later than October 1 of the current year.

A Member agency voluntarily withdrawing and/or terminating its membership in the Authority shall remain liable to the Authority for all contributions and assessments levied in any program in which such Member was enrolled that may become due pursuant to the terms of the Joint Powers Agreement, these Bylaws or Authority policies. No participating member agency that has voluntarily withdrawn or terminated its membership in the Authority shall be entitled to any refund of contributions or to any return of loss reserve contribution by virtue of its participation



in the Authority. Any participating member agency that has voluntarily withdrawn or terminated its membership in the Authority shall continue to be liable for assessments levied by the Authority, and shall continue to be entitled to receive its pro rata share of any dividends declared by the Board of Directors pursuant to the provisions of Article VII Section A above.

C. Involuntary Termination of Membership in the Authority

Any participating member agency may be involuntarily terminated as follows for any of the following reasons:

1. Failure to pay any contribution, surcharge or assessment when due.
2. Failure to maintain compliance with the Authority's Underwriting Criteria as determined by the Board of Directors.
3. Failure to comply promptly with any requirements established by the FDAC Employment Benefits Authority Board of Directors concerning loss control or other programs or procedures of the agency.
4. Failure to comply with the Bylaws or any other policies or procedures established by the FDAC Employment Benefits Authority Board of Directors.
5. Failure to sign any properly adopted amendment to the Joint Powers Agreement when requested to do so.
6. For cause, based upon a determination by the Board of Directors that such cause is detrimental to the FDAC Employment Benefits Authority and/or to the effectiveness of any of the health and welfare benefit programs offered by the Authority.

In the event a participating member agency fails to pay any contribution, surcharge, or assessment when due, or fails to comply with any of the other membership requirements specified in these Bylaws or Authority policies FDAC Employment Benefits Authority may immediately mail to the delinquent agency a notice stating the delinquency and stating that coverage by FDAC Employment Benefits Authority will be canceled and terminated upon a date not less than thirty (30) days thereafter unless during that period of time the stated delinquency is corrected. Termination will be effective pursuant to the notice if the delinquency is not corrected within the time stated.

Involuntary terminations may also be effected by FDAC Employment Benefits Authority giving written Notice of Intention to Terminate to the participating member agency upon

a date not less than thirty (30) days thereafter for the reason or reasons set forth in the notice. The termination may be effective upon the date set forth in the notice unless prior to that effective date the participating member agency being terminated requests a hearing by the Board of Directors of FDAC Employment Benefits Authority. At the hearing evidence will be received regarding the reasons for the termination and the reasons why the termination should not be completed. After such hearing, the vote of four (4) members of the FDAC Employment Benefits Authority Board of Directors shall be required to terminate a participating member agency as a member of the Authority. If, following the hearing, the FDAC Employment Benefits Authority Board of Directors decides to involuntarily terminate the participating member agency, then FDAC Employment Benefits Authority shall give such agency thirty (30) days written notice of its decision to involuntarily terminate such Member after hearing and the effective date of the termination. If no request for hearing by the Board of Directors is received, then the termination shall be effective upon the date set forth in the Notice of Intention to Terminate. A terminated Member agency shall remain liable to FDAC Employment Benefits Authority for all contributions and assessments that may become due as a result of its membership in FDAC Employment Benefits Authority and/or its participation in any of the health and welfare benefit programs offered by the Authority.

All notices provided for above shall be mailed "certified mail, return receipt requested".

D. Payment Upon Involuntary Termination

Any Member agency which is involuntarily terminated from FDAC Employment Benefits Authority shall have no residual rights in any funds or other assets of FDAC Employment Benefits Authority, whether or not resulting from participation by the Member agency, and the Member agency shall continue to be responsible for the amount of any costs, contributions, liabilities, assessments, surcharges or contingencies required because of the Member agency's participation in FDAC Employment Benefits Authority or any of its health and welfare benefit programs as set forth in these Bylaws. An involuntarily terminated Member agency shall not be entitled to share in any dividends declared in any program offered by the Authority during those years in which the involuntarily terminated Member agency was a participant in that program.

## **ARTICLE VIII INSURANCE**

The Authority shall have the right, and shall use its best efforts to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, to cover any liability asserted against or incurred by any Officer, Director, employee, or agent in such capacity or arising from the Officer's, Director's, employee's or agent's status as such.

The Authority shall maintain, at a minimum, the following insurance policies:

(1) a general liability insurance policy protecting the Authority and its directors, officers and employees from damage claims by third parties alleging personal injury and/or property damage;

(2) Director's and Officer's Liability Coverage with Fiduciary Liability and Employee Dishonesty endorsements;

(3) a fidelity bond covering employees and/or agents of the Authority as deemed necessary and reasonable by the Board of Directors.

## **ARTICLE IX TERMINATION OF FDAC EMPLOYMENT BENEFITS AUTHORITY**

Upon termination of FDAC Employment Benefits Authority pursuant to the Joint Powers Agreement, provision shall be made for the payment of all known claims in each of the health and welfare benefit programs offered by the Authority; for insuring, reinsuring or making other provision for the payment of any and all unknown claims covered by any insurance coverage or coverage program provided by FDAC Employment Benefits Authority to a Member agency and occurring during its period of coverage by FDAC Employment Benefits Authority; and for the payment of all debts, liabilities, administrative expenses and obligations of FDAC Employment Benefits Authority. After having paid or made provision for all such matters, FDAC Employment Benefits Authority shall pay to each Member agency who was a member of FDAC Employment Benefits Authority at the time of termination its pro rata share of the remaining assets of FDAC Employment Benefits Authority. An agency's pro rata share shall be in the same proportion as the total contributions paid by that agency to FDAC Employment Benefits Authority during its period of participation in any or all of the programs offered by the Authority bears to the total contributions paid to FDAC Employment Benefits Authority during its period of operation by all

agencies participating in any or all of the programs offered by the Authority and who are members of FDAC Employment Benefits Authority at the time of termination.

#### **ARTICLE X AMENDMENTS**

Participating member agencies in good standing may propose amendments to the Bylaws to the Board of Directors of the FDAC Employment Benefits Authority at any time by submitting a written request for amendment of the Bylaws to the Administrator together with proposed language constituting the requested Bylaws amendment. The Board of Directors will agendaize at its next regular Board meeting consideration of the proposed amendment to the Bylaws, and will make a determination as to whether the proposed amendment to the Bylaws would conflict in any way with the terms and provisions of the Joint Powers Agreement of the FDAC Employment Benefits Authority. If the Board of Directors determines that the proposed Bylaw amendment does conflict with the terms and provisions of the Joint Powers Agreement, then the Board of Directors shall so notify the participating member agency requesting the Bylaw amendment of that fact and of the Board's determination that the proposed Bylaw amendment will not be submitted to a vote of the participating member agencies due to such conflict.

Should the directors determine that the proposed Bylaw amendment does not conflict with the terms and provisions of the Joint Powers Agreement, or should the Board of Directors determine to propose an amendment to the Bylaws, the Board of Directors shall schedule a written ballot election to be conducted by means of electronic communication or first class mail in the same manner as specified in Articles I and II of these Bylaws for written ballot elections conducted pursuant to annual or special meetings of member agencies. The Board of Directors shall have the discretion to shorten the time period specified in Article II for a written ballot election to approve or disapprove a proposed Bylaw amendment. The form of written ballot for a proposed Bylaw amendment shall be sent by electronic communication pursuant to Article I, sections G through L of these Bylaws to each participating member agency no later than 30 days prior to the date scheduled for the written ballot election, shall contain the Bylaw amendment language proposed by a participating member agency or the Board as the case may be, and shall contain boxes in which participating member agencies may indicate approval or disapproval of the proposed Bylaw amendment. Approval of a Bylaw amendment by written ballot shall be valid

only when (1) the number of votes cast by ballot, either by means of electronic communication or first class mail within the time specified equals or exceeds the quorum required to be present at a membership meeting authorizing the action (50% plus one of participating member agencies); and (2) the number of approvals equals or exceeds 50% plus one of the number of votes cast by written ballot.

A participating member agency proposing a Bylaw amendment, the Board of Directors of the FDAC Employment Benefits Authority, and any other participating member agency may each submit an argument not to exceed one page in length, setting forth reasons for adoption or rejection of the proposed Bylaw amendment. All such ballot arguments shall be received by the Administrator on or before the date of transmitting the written ballot for a proposed Bylaw change to all participating member agencies by means of electronic communication or first class mail. Such ballot arguments shall be communicated electronically or by first class mail together with a written ballot to all participating member agencies. The submission of such a written ballot argument is voluntary.

#### **ARTICLE XI EFFECTIVE DATE**

These Bylaws shall become effective immediately upon the effective date of the Joint Powers Agreement. Any amendments to these Bylaws shall be effective immediately upon confirmation of a majority vote of a quorum of member agencies casting written ballots in favor of the proposed Bylaw amendment.

#### **CERTIFICATE OF SECRETARY**

I certify that I am the duly elected and acting Secretary of FDAC Employment Benefits Authority, California Joint Powers Authority; these Bylaws, consisting of 20 pages are the Bylaws of this corporation as adopted by the Board of Directors of FDAC Employment Benefits Authority on, 2016; and that these Bylaws have not been amended or modified since that date. Executed on , 2016 at Sacramento, California

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Secretary of  
FDAC Employment Benefits Authority



# **Ebbetts Pass Fire District**

September 14, 2017

To: Ebbetts Pass Board of Directors

RE: Approval of funds to be received this fiscal year from Calaveras County to Fire Districts

At the September 12<sup>th</sup> Calaveras Board of Supervisors Meeting the 2017/18 Final Budget Hearing was conducted. Part of the Final Budget was an approval to pass through 10% of Proposition 172 funds to Fire Districts in unincorporated Calaveras County. In addition, a 25% portion of the county Transient Occupancy Tax (TOT) was also approved to be passed through to Fire Districts in unincorporated Calaveras County. The total funding amounts projected from these pass-through funds are as follows:

Proposition 172 10% = \$172,000 for this fiscal year / to be split with other districts

Transient Occupancy Tax (TOT) 25% = \$150,688 for this fiscal year / to be split with other districts

Ebbetts Pass Fire District

Fire Chief Mike Johnson

**AGREEMENT FOR EMPLOYMENT OF  
FIRE CHIEF OF  
EBBETTS PASS FIRE PROTECTION DISTRICT**

This agreement, effective the 8th day of September 2014, at Arnold, California, between Ebbetts Pass Fire District, hereafter "EPFD" and Michael Johnson, hereafter "Fire Chief" as provided below. This agreement is intended to provide reasonable assurance of continued employment for Michael Johnson as Fire Chief of EPFD by setting forth the Fire Chief's duties and responsibilities according to Policy 6310 Personnel- Job Description Fire Chief and due process procedures providing a fair opportunity for the improvement of performance deemed unsatisfactory by the present and/or future Boards of Directors (hereafter "Board"). This agreement also sets the level of compensation paid to the e-Fire Chief by the District for the performance of service during the contractual period.

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**EMPLOYMENT**

1. EPFD hires and retains Michael Johnson to perform the services of Fire Chief of EPFD under the terms and conditions set forth within this agreement.
2. Michael Johnson accepts employment by EPFD under the terms and conditions set forth within this agreement.
3. The terms of this agreement shall commence September 8, 2014 and extend until June 30, 2017, or until terminated by the Fire Chief after giving 90 days notice, or by the Board of Directors following a determination that a breach of this agreement has established cause for termination of the Fire Chief.
4. Year one of the agreement will be considered a probationary period. During the probationary period the Board will evaluate the performance of the Fire Chief at the end of six months and at the end of 12 months. If any evaluation conducted during the probationary period concludes the probationary Fire Chief's performance is unsatisfactory, the Board may terminate the Fire Chief for cause without being subject to the provisions listed under the TERMINATION section of this agreement.
5. Following successful completion of the one-year probationary period, should the Board determine that the overall performance of the Fire Chief has become unsatisfactory, the Board may determine a breach of this agreement has occurred establishing cause for termination by following the procedures listed under the TERMINATION section of the agreement.
6. Following the successful completion of the one-year Probationary period, if the Board elects not to conduct periodic formal evaluations of the Fire Chief his performance shall be deemed satisfactory.
7. In the event the Board elects not to conduct periodic formal evaluations of the Fire Chief, the Fire Chief may request that formal evaluations be conducted by the Board.

**AGREEMENT FOR EMPLOYMENT OF  
FIRE CHIEF OF EBBETTS PASS FIRE PROTECTION DISTRICT CONTINUED**

8. The Fire Chief shall give notice of his desire to negotiate a new or extended agreement or his desire to terminate employment at least 90 days prior to termination of the agreement period. If notice is not received, this agreement may be renewed at the Board's discretion for a period of one year under the same conditions as set forth herein or such other terms as agreed in writing by both parties.
9. The terms and conditions of this agreement which pertain to compensation may be opened, by the request of either party, for consideration of renegotiation for the following reasons:
  - A. A significant or unforeseen negative financial and/or budgetary impact which may affect the ongoing and continuing operation of the District.
  - B. An increase in administrative duties and/or responsibilities resulting from reorganizations, contracts for administrative services, annexations, operational and/or service level expansions, etc. This list of possible situations that may result in an increase in administrative duties and/or responsibilities is exemplary and not all inclusive

**DUTIES AND RESPONSIBILITIES**

1. The Fire Chief will report to the Board of EPFD and shall carry out and implement the Board's policies, directives, and general goals established by the Board and as defined, but not limited to, those duties and responsibilities specifically outlined within the most recent adopted version of the Position Description for Fire Chief and the District Manual of Policies.
2. The Board does vests in the Fire Chief direct supervisory control over the operational divisions of the District, subject to any limitations established by the Board.
3. The Fire Chief also shall serve as Administrative Duty Officer and must be available to respond within a reasonable time frame if needed, to deal with events or operational needs and major incidents that are outside the scope of duties and responsibilities of the on-duty Operational Duty Officer.
4. The Administrative Duty Officer shall receive a 5% Administrative Duty Officer Stipend as compensation for being "on duty" at home, after business hours, on weekends and on holidays.
5. The Administrative Duty officer shall be provided a vehicle to utilize for emergency response while on duty. While on duty, there is an understanding that this vehicle may sometimes be utilized for personal business within the boundaries of the Fire District so that the Administrative Duty officer can be available to respond if needed.
6. In connection with the Fire Chief's responsibilities, the Fire Chief shall prepare a proposed annual budget. Upon review and approval by the Board, the Fire Chief shall direct the operations of the District in a manner consistent with said budget.



**AGREEMENT FOR EMPLOYMENT OF  
FIRE CHIEF OF EBBETTS PASS FIRE PROTECTION DISTRICT CONTINUED**

7. Within the limitations authorized by Board-adopted policies, the Fire Chief shall have authority to expend funds within the account limits approved by the Board within the Final Budget. The Fire Chief may make adjustments on line items within accounts or expend funds on non-budgeted items within an account so long as the account limit is not exceeded.
8. In connection with personnel management, the Fire Chief shall have overall responsibility for the oversight of hiring, supervision, direction, discipline, promotion, demotion and termination of all employees of EPFD and shall have the responsibility for ensuring that all policies and procedures regarding the hiring, supervision, direction, discipline, promotion, demotion and termination of all employees are in accordance with applicable laws, MOU's, contracts and Board-adopted policies.
9. The Fire Chief is authorized to represent the District at conferences, hearings, administrative procedures, and attend various committee meetings as may be necessary to represent EPFD and protect EPFD's interests.
10. The Fire Chief may consult with and give direction to any agent under contract to EPFD, to EPFD's attorneys, to EPFD appointed committees, or to individuals approved by the Board as may be deemed necessary to carry out his responsibilities to EPFD
11. The Board and the Fire Chief agree that the above-listed duties, limitations, authorizations and adopted Board policies may not be all inclusive of actions which may be taken or not taken by the Fire Chief in connection with his or her employment. The Board and Fire Chief also agree that should the Fire Chief take an action, or fails to act, and such action or non-action is outside the scope covered by this agreement or adopted policies, and such action becomes controversial and is deemed beyond the Fire Chief's reasonable or ordinary scope of authority, the Board will meet and confer with the Fire Chief and make necessary adjustments to this agreement and/or policies to insure the scope of authority and limitations of the Fire Chief's position are further clarified. The Board shall retain the right to impose disciplinary action if warranted.

**TERMINATION PROCEDURES**

1. Following the successful completion of the one-year probationary period, in the event the Board determines that the overall performance of the Fire Chief is less than satisfactory, the Board shall evaluate describe in written detail said unsatisfactory performance including specific instances where appropriate.

This written performance evaluation of the Fire Chief shall be done according to the description of the Fire Chief's his duties and responsibilities set forth in this agreement and/or other specific written objectives previously established by the Board as follows:

- A. Each area of deficiency or individual performance issue deemed less than satisfactory shall be described in detail accompanied with a Board Developed set of recommendations for

improvement and a plan for accomplishing said improvements.

**AGREEMENT FOR EMPLOYMENT OF  
FIRE CHIEF OF EBBETTS PASS FIRE PROTECTION DISTRICT CONTINUED**

- B. Within 30 days of the delivery of the evaluation to the Fire Chief, the Board will meet with the Fire Chief to discuss the evaluation (hereinafter "performance conference."). The Board may modify, amend, or confirm the evaluation after this meeting. The Fire Chief may submit a written response to the Board's evaluation at least ten (10) days before this meeting, and may submit a written response to any modified or amended evaluation that results from the meeting.
- C. Following the performance conference, a probationary period shall begin for a set period of time of at least 90 days with periodic re-evaluations of the Fire Chief's performance. These periodic performance evaluations shall include feedback on his progress.
- D. Following the probationary period referenced in paragraph 3 above, if the Board determines the overall performance of the Fire Chief has not satisfactorily improved, the Board may declare there has been a material breach of this agreement.
- E. The Board may terminate the Fire Chief for cause without the probationary period referenced for the following violations:
  - Illegal action involving personal gain
  - Crimes of moral turpitude
  - Neglect of Duty
  - Drunkenness/Use of Illegal Drugs
  - Dereliction of Duty

Such termination shall not occur until a written statement of the alleged grounds for removal has first been served upon the Fire Chief and a formal hearing has been conducted. During his hearing, the Fire Chief shall have a reasonable opportunity to refute the charges either orally or in writing before the Board of Directors. The Fire Chief shall have the right to legal representation at that hearing.

- F. Available options for disciplinary actions against the Fire Chief other than termination for cause include oral reprimand, written reprimand, suspension with/without pay.

Such actions shall not occur until a written statement of the alleged grounds for such actions has first been served upon the Fire Chief and a formal hearing has been conducted. During his hearing, the Fire Chief shall have a reasonable opportunity to refute the charges either orally or in writing before the Board of Directors. The Fire Chief shall have the right to legal representation at that hearing.

- 2. Notwithstanding any other provision of this agreement, the Board of Directors may, upon the giving of ninety days notice, terminate this agreement without cause. Upon a decision of the Board to terminate this agreement, the District shall pay the Fire Chief one year's salary and health coverage commencing from the date of notification.

AGREEMENT FOR EMPLOYMENT OF  
FIRE CHIEF OF EBBETTS PASS FIRE PROTECTION DISTRICT CONTINUED

**COMPENSATION**

1. The amount of compensation paid by the District for the performance of service shall be as follows:

**Annual Compensation**

Fire Chief shall be paid the amount for the appropriate length of time in service on the adopted Fire Chief Pay Schedule as approved October 21, 2014

Step	1	2	3	4	5
Step Length	6 Month	1 Year	1 Year	1 Year	1 Year
Annual Salary	100,030	103,035	106,124	109,317	110,423
Per Hour	47.93	49.37	50.85	52.38	52.91

The adopted COLA for the Firefighter Pay Schedule will also be applied to the Fire Chief Pay Schedule.

2. The Fire Chief shall not be eligible for overtime or Compensatory Time Off (CTO).

**BENEFITS**

1. The Fire Chief shall be eligible for all medical benefits, PERS retirement benefits, vacation time, sick leave accrual, life insurance, uniform allowance and other benefits which currently apply to, or may be negotiated in the future for permanent, full-time employees assigned to shift.

**SIGNATURES**

EBBETTS PASS FIRE PROTECTION DISTRICT

\_\_\_\_\_  
Board President

DATE: \_\_\_\_\_

\_\_\_\_\_  
FIRE CHIEF

DATE: \_\_\_\_\_

## REVENUE ACCOUNT SUMMARY - FIRE

ACCOUNT DESCRIPTION	REV ACCT		Final Budgeted 2016-17	Budget 2017-18
Current Secured Taxes	4010	F	\$1,761,055	\$1,796,008
Administrative Fee (SB2557 Reduction)	4013	F	(\$38,394)	(\$34,000)
Unitary Taxes	4015	F	\$36,688	\$39,050
Supplemental Current Secured Taxes	4017	F	\$29,134	\$28,284
Current Unsecured Taxes	4020	F	\$28,658	\$24,755
Supplemental Current Unsecured Taxes	4027	F	\$312	\$444
		F		
Prior Secured Taxes	4030	F		
Prior Unsecured Taxes	4040	F	\$1,357	\$625
Interest	4300	F	\$1,000	\$0
HOPTR	4463	F	\$23,251	\$23,424
Timber Tax	4465	F	\$1	\$15
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	\$18,114
Administrative Costs - Station 3 Reimb.	4603	F	\$41,461	\$41,461
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	\$0	\$5,462
Emergency Reserve		F		
SCBA Trust Fund		F		
Apparatus Fund		F		
Building Fund		F	\$77,058	
TOTALS		F	\$2,025,695	\$1,989,641

## NOTES ON REVENUE ACCOUNTS:

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

Scheduled Engine Paramedic and Station 3 Administrative Costs applied in April each fiscal year.

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

# EXPENDITURE ACCOUNT SUMMARY: OPERATIONS FUND - FIRE

ACCOUNT DESCRIPTION	No.		Previous Year Final Budget 2016-17	BUDGET 2017-18
Salaries/Wages - Permanent	5001.1.001	F	\$1,022,512	\$979,000
Extra Hire - Hydrant Maintenance	5001.1.002	F	\$5,238	\$10,000
Extra Hire - Volunteer Intern Program	5001.1.003	F	\$16,724	\$40,000
ST/TF Firefighter Payment	5001.1.004	F	\$19,095	\$30,000
Volunteer Firefighter Response/Relief	5001.1.005	F	\$32,261	\$40,000
Retirement - PERS	5001.1.050	F	\$151,944	\$156,558
Group Insurance	5001.1.055	F	\$174,134	\$188,646
Uniform Allowance	5001.1.062	F	\$2,800	\$3,600
Safety Clothing	5111.1.111	F	\$843	\$10,000
Safety Equipment	5111.1.115	F	\$792	\$6,000
Communications - Radios	5111.1.121	F	\$1,700	\$7,000
Communications - Telephone	5111.1.124	F	\$10,910	\$12,000
Food - Fire Line Meals	5111.1.131	F	\$623	\$1,200
Housekeeping	5111.1.141	F	\$7,914	\$8,000
Insurance - Property/Liability	5111.1.151	F	\$12,100	\$11,000
Insurance - Worker's Compensation	5111.1.153	F	\$59,000	\$61,215
Maintenance - Apparatus	5111.1.181	F	\$39,685	\$37,550
Maintenance - Utilities	5111.1.182	F	\$6,750	\$8,250
Building & Grounds Maintenance	5111.1.201	F	\$19,180	\$12,500
Emergency Care	5111.1.211	F	\$1,275	\$1,275
Memberships	5111.1.221	F	\$6,676	\$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	\$42,334	\$12,000
Small Tools/FF Equipment	5111.1.401	F	\$11,823	\$13,000
Small Tools - Hose	5111.1.402	F	\$7,122	\$9,000
Special District Expense	5111.1.411	F	\$11,650	\$17,000
SDE - Health Maintenance	5111.1.412	F	\$1,300	\$4,000
Training	5111.1.422	F	\$4,135	\$5,000
Travel/Education/Training	5111.1.478	F	\$4,502	\$9,000
Transportation Fuel	5111.1.480	F	\$10,462	\$20,000
Utilities-Water/Sewer	5111.1.501	F	\$9,215	\$10,280
Utilities-Electricity	5111.1.504	F	\$13,300	\$13,500
Utilities-Propane	5111.1.505	F	\$15,556	\$17,150
LAFCO Fee	5627	F	\$2,851	\$2,614
Structures	5640	F	\$262,239	\$211,698
Equipment	5701	F	\$12,500	\$0
FIXED ASSETS--Special Purpose	5703	F	0	\$0
TOTALS		F	2,015,695	\$1,989,641

## Fire Operations

## SALARIES/WAGES - PERMANENT

ACCOUNT 5001.1.001

	Base Salary	Retirement Benefit			Medicare	TOTAL
<b>Administrative:</b>						
Fire Chief	\$111,279	\$4,451	\$0		\$1,614	\$117,344
Assistant Chief	0	\$0	\$0		\$0	\$0
District Secretary	\$69,685	\$2,787	\$0		\$1,010	\$73,483
Office Assistance	0	\$0	\$0		\$0	\$0
Fire Prevention Officer	\$20,350	\$0	\$0	\$0	\$295	\$20,645
<b>Line Personnel:</b>	Base Salary	Regular Overtime	Holiday Pay	Retirement Benefit	Medicare	
Battalion Chief 1	\$86,330	\$ 2,849	\$4,317	\$3,740	\$1,356	\$ 98,592
Battalion Chief 2 - Paramedic	\$99,280	\$2,586	\$4,964	\$4,273	\$1,549	\$112,652
Battalion Chief 3	\$76,111	\$1,983	\$3,806	\$3,276	\$1,188	\$86,364
Captain 1	\$77,200	\$ 2,011	\$3,860	\$3,323	\$1,205	\$87,598
Captain 2 - Paramedic	\$94,552	\$2,463	\$4,728	\$4,070	\$1,475	\$107,288
Captain 3 - Paramedic	\$88,780	\$2,313	\$4,439	\$3,821	\$1,385	\$100,738
Paychex Payroll Service	\$3,500					\$3,500
PERS - June 2017	\$5,687					\$5,687
<b>Relief, Project and Contingency Overtime</b>	\$165,110					\$0
						\$165,110
<b>TOTAL</b>	<b>\$897,864</b>	<b>\$21,444</b>	<b>\$26,114</b>	<b>\$22,503</b>	<b>\$11,076</b>	<b>\$979,000</b>

## RETIREMENT

ACCOUNT 5001.1.050

	PERS Classic	Unfunded Liability	PERS PEPRA	Unfunded Liability	Prior Fiscal Year	TOTAL
Fire Chief	\$0	\$0	\$13,342	\$0		\$13,342
Assistant Chief	\$0	\$0	\$0	\$0		\$0
District Secretary	\$5,017	\$201	\$0	\$0		\$5,218
Office Assistance	\$0	\$0	\$0	\$0		\$0
Fire Prevention Officer	\$0	\$0	\$0	\$0		\$0
Battalion Chief 1	\$15,747	\$7,300	\$0	\$0		\$ 23,047
Battalion Chief 2 - Paramedic	\$17,992	\$7,300	\$0	\$0		\$25,292
Battalion Chief 3	\$0	\$0	\$9,820	\$0		\$9,820
Captain 1	\$13,991	\$7,300	\$0	\$0		\$21,291
Captain 2 - Paramedic	\$17,136	\$7,300	\$0	\$0		\$24,436
Captain 3 - Paramedic	\$16,089	\$7,300	\$0	\$0		\$23,389
PERS - June 2017					\$8,723	\$8,723
Contingency/Out of Class Pay	\$2,000					\$2,000
<b>TOTAL</b>	<b>\$87,972</b>	<b>\$36,701</b>	<b>\$23,162</b>	<b>\$0</b>	<b>\$8,723</b>	<b>\$156,558</b>

\*Includes uniform allowance special compensation.

Miscellaneous Plan Rate: 7.200% Classic Safety Plan Rate: 16.842% PEPRA Safety Fire Plan: 11.99%

**FIRE OPERATIONS**

Fiscal Year 2017-18

**EXTRA HIRE****ACCOUNT 5001.1.002**

	Operations	Hydrant Maint. Program		TOTAL
Compensation		\$10,000		\$10,000
Contingency				\$0
<b>TOTAL</b>	\$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
<b>TOTAL</b>	\$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**

<b>ACCOUNT 5004</b>	Wildland Firefighting Strike Team Response		TOTAL
Firefighters (offset by Revenue Account 4542)	\$30,000		\$30,000 \$0
<b>TOTALS</b>	\$30,000		\$30,000

**Volunteer Firefighter Response****ACCOUNT 5001.1.005**

<b>ACCOUNT 5005</b>	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
<b>TOTALS</b>	\$10,000	\$20,000	\$10,000	\$40,000

**FIRE OPERATIONS**

Fiscal Year 2017-18

**INSURANCE - GROUP HEALTH**

ACCOUNT 5001.1.055

	<b>Fire Chief</b>	<b>Assistant Chief</b>	<b>Secretary</b>		<b>TOTAL</b>
Medical	\$24,630	\$0	\$24,630		\$49,260
Vision	\$240		\$240		\$480
Dental	\$1,729		\$1,729		\$3,458
Life	\$128		\$128		\$257
				<b>Volunteers</b>	
Group Accident	\$115			\$3,119	\$3,234
	<b>Batt. Chief</b>	<b>Captains</b>			
	(3)	(3)			
Medical	\$59,688	\$58,740			\$118,428
Vision	\$653	\$756			\$1,409
Dental	\$4,464	\$5,187			\$9,651
Life	\$385	\$385			\$770
Group Accident	\$350	\$350			\$700
					\$0
Contingency	\$1,000				\$1,000
<b>TOTALS</b>	<b>\$93,382</b>	<b>\$65,417</b>	<b>\$26,727</b>	<b>\$3,119</b>	<b>\$188,646</b>

**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

	<b>Quantity</b>	<b>Paid Staff</b>	<b>Quantity</b>	<b>Firefighter Interns</b>	<b>TOTAL</b>
Uniform Allowance	7.5	\$3,000	6	\$600	\$3,600
Contingency		\$0			\$0
<b>TOTALS</b>		<b>\$3,000</b>		<b>\$600</b>	<b>\$3,600</b>

**NOTES ON ACCOUNT 5001.1.062**

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



**FIRE OPERATIONS**

Fiscal Year 2017-18

**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
<b>TOTALS</b>	<b>\$8,311</b>	<b>\$1,689</b>	<b>\$10,000</b>

**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
Miscellaneous/Surplus			\$0
Damage Replacement			\$0
Contingencies	\$150	\$150	\$300
<b>TOTALS</b>	<b>\$1,450</b>	<b>\$4,550</b>	<b>\$6,000</b>

**COMMUNICATIONS - RADIOS****ACCOUNT 5111.1.121**

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

**FIRE OPERATIONS****COMMUNICATIONS - Telephone****ACCOUNT 5111.1.124**

<b>ACCOUNT 5111.1.124</b>	<b>Sta. 1</b>	<b>Sta. 2</b>	<b>Sta. 4</b>		<b>TOTAL</b>
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
<b>TOTALS</b>	<b>\$5,550</b>	<b>\$3,850</b>	<b>\$2,600</b>	<b>\$0</b>	<b>\$12,000</b>

**FOOD****ACCOUNT 5111.1.131**

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

**HOUSEHOLD EXPENSE****ACCOUNT 5111.1.141**

<b>ACCOUNT 5111.1.141</b>	<b>Station 1</b>	<b>Station 2</b>		<b>Station 4</b>	<b>TOTAL</b>
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
<b>TOTALS</b>	<b>\$6,680</b>	<b>\$860</b>	<b>\$0</b>	<b>\$460</b>	<b>\$8,000</b>

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

**INSURANCE - PROPERTY, LIABILITY****ACCOUNT 5111.1.151**

<b>ACCOUNT 5111.1.151</b>		<b>Premium</b>	<b>Premium</b>	<b>Premium</b>	<b>TOTAL</b>
Stations / Vehicles / Equipment		\$5,000	\$5,000	\$800	\$10,800
Broker Fee/ CA Ins Guar. Assoc.				\$200	\$200
Contingency					\$0
<b>TOTALS</b>		<b>\$5,000</b>	<b>\$5,000</b>	<b>\$1,000</b>	<b>\$11,000</b>

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

**INSURANCE - WORKER'S COMPENSATION****ACCOUNT 5111.1.153**

<b>ACCOUNT 5111.1.153</b>	<b>Premium</b>	<b>Premium</b>	<b>Premium</b>	<b>Total</b>
Paid Safety Staff / Volunteers / Cadets		\$50,000		\$50,000
Non-Safety Staff / Directors		\$10,000		\$10,000
Previous Fiscal Year Adjustment		\$1,215		\$1,215
<b>TOTALS</b>	<b>\$0</b>	<b>\$61,215</b>	<b>\$0</b>	<b>\$61,215</b>

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	\$1,000	\$650			\$1,650
TOTALS	\$8,700	\$2,700	\$0	\$1,100	\$12,500

**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**

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

**OFFICE EXPENSE****ACCOUNT 5111.1.241**

<b>ACCOUNT 5111.1.241</b>	<b>Website</b>	<b>Computer</b>	<b>Office</b>	<b>TOTAL</b>
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
<b>TOTALS</b>	<b>\$2,800</b>	<b>\$4,850</b>	<b>\$4,400</b>	<b>\$12,050</b>

**OFFICE EXPENSE - POSTAGE****ACCOUNT 5111.1.243**

<b>ACCOUNT 5111.1.243</b>	<b>Postage</b>			<b>TOTAL</b>
Postage	\$1,000			\$1,000

**OFFICE EXPENSE - COPIES****ACCOUNT 5111.1.245**

<b>ACCOUNT 5111.1.245</b>	<b>Regular-Sized Paper</b>	<b>Odd-Sized Paper</b>	<b>Maintenance Agreement</b>	<b>TOTAL</b>
Copies	\$500	\$0	\$1,000	\$1,500

**PROFESSIONAL SERVICES****ACCOUNT 5111.1.271**

<b>ACCOUNT 5111.1.271</b>	<b>Legal</b>	<b>Audit</b>		<b>TOTAL</b>
Professional Services	\$7,000	\$5,000		\$12,000
Contingencies				\$0
<b>Total</b>	<b>\$7,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$12,000</b>

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

<b>ACCOUNT 5111.1.401</b>	<b>Shop/ Service Unit</b>	<b>Firefighting Structural</b>	<b>Firefighting Wildland</b>	<b>Extrication</b>	<b>TOTAL</b>
<b>HOSE APPLIANCES:</b>					
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
<b>CONTINGENCIES</b>	\$200				\$200
<b>TOTALS</b>	\$2,300	\$5,350	\$2,100	\$3,250	\$13,000

**SMALL TOOLS - SPECIAL PURPOSE ACCOUNT 5111.1.402**

<b>ACCOUNT 5111.1.402</b>	<b>Operations</b>	<b>Firefighting Structural</b>	<b>Firefighting Wildland</b>	<b>Repairs/ Testing</b>	<b>TOTAL</b>
<b>HOSE:</b>					
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
<b>RESCUE EQUIPMENT:</b>					\$0
Rescue Rope/Accessories	\$1,000				\$1,000
<b>SCBA</b>					\$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
<b>CONTINGENCIES</b>		\$100		\$100	\$200
<b>TOTALS</b>	\$1,000	\$6,100	\$600	\$1,300	\$9,000

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

<b>ACCOUNT 5111.1.411</b>	<b>Operations</b>	<b>NFIRS Reporting</b>	<b>Public Safety Fire Prevention</b>	<b>TOTAL</b>
Annual Picnic/Dinner Awards	\$2,730			\$2,730
Election Expense	\$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
<b>TOTALS</b>	<b>\$13,125</b>	<b>\$2,000</b>	<b>\$1,875</b>	<b>\$17,000</b>

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

<b>ACCOUNT 5111.1.412</b>	<b>Operations</b>	<b>Paid Staff</b>	<b>Volunteers</b>	<b>TOTAL</b>
Physicals		\$1,000	\$1,000	\$2,000
PT Equipment		\$500		\$500
Health & Wellness Program	\$1,500			\$1,500
<b>TOTALS</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,000</b>	<b>\$4,000</b>

**TRAINING****ACCOUNT 5111.1.422**

<b>ACCOUNT 5111.1.422</b>	<b>General</b>	<b>Shift Training</b>	<b>Volunteer</b>	<b>TOTAL</b>
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
<b>TOTALS</b>	<b>\$4,100</b>	<b>\$400</b>	<b>\$500</b>	<b>\$5,000</b>

**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**

<b>ACCOUNT 5627</b>	<b>Fee</b>				<b>TOTAL</b>
LAFCO	\$2,614				\$2,614
<b>TOTALS</b>	<b>\$2,614</b>				<b>\$2,614</b>

**STRUCTURES****ACCOUNT 5640**

<b>ACCOUNT 5640</b>	<b>New Station 1</b>	<b>Station Improvements</b>		<b>TOTAL</b>
Station 1 Loan Payment #1	\$211,698			\$211,698
Contingencies	\$0			\$0
<b>TOTALS</b>	<b>\$211,698</b>	<b>\$0</b>		<b>\$211,698</b>

**EQUIPMENT****ACCOUNT 5701**

<b>ACCOUNT 5701</b>	<b>Fire Suppression Structural/Wildland</b>	<b>EMS Compliance</b>	<b>Administrative Vehicle &amp; Eqpt.</b>	<b>Operations</b>	<b>TOTAL</b>
					\$0
					\$0
				\$0	\$0
				\$0	\$0
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**REVENUE ACCOUNT SUMMARY - Engine Paramedic**

ACCOUNT DESCRIPTION	REV ACCT		Budgeted 2016-17	Final Budget 2017-18
Special Tax	4077	P	362,276	\$362,276
Special Tax Collection Fee (now shown in 2.411)		P		
TRANSFER FROM EMS/P TRUST			125,738	\$144,688
<b>TOTALS</b>		<b>P</b>	<b>488,014</b>	<b>\$506,964</b>

Schedule of Teeter Revenue Allocations: 55% December, 40% April, 5% End of Year
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**EXPENDITURE ACCOUNT SUMMARY - Engine Paramedic Program**

ACCOUNT DESCRIPTION	ACCT No.		Final Budget 2016-17	Preliminary Budget 2017-18
Salaries/Wages - Permanent	5001.2.001	P	283,184	\$293,511
Retirement	5001.2.050	P	60,510	\$64,248
Group Insurance	5001.2.055	P	77,131	\$80,771
Uniform Allowance	5001.2.062	P	1,200	\$1,200
Safety Clothing	5111.2.111	P	1,500	\$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	1,883	\$1,900
Insurance - Property, Liability	5111.2.151	P	2,204	\$2,204
Insurance - Worker's Comp	5111.2.153	P	17,050	\$17,050
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	\$18,114
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
<b>TOTALS</b>		<b>P</b>	<b>488,014</b>	<b>\$506,964</b>

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



**ENGINE PARAMEDIC**

Fiscal Year 2017-18

**SALARIES/WAGES****ACCOUNT 5001.2.001**

	Base Salary	Regular Overtime	Holiday Pay	Retirement Benefit	Medicare	Total
Engineer Paramedic 1	\$65,382	\$1,703	\$3,269	\$2,814	\$1,020	\$74,188
Engineer Paramedic 2	\$74,161	\$1,932	\$3,708	\$3,192	\$1,157	\$84,150
Engineer Paramedic 3	\$71,861	\$1,872	\$3,593	\$3,093	\$1,121	\$81,540
Relief, Project and Contingency Overtime	\$51,000					\$51,000
Paychex Payroll Fee	\$990					\$990
PERS - June 2017	\$1,642					\$1,642
<b>TOTAL</b>	<b>\$265,036</b>	<b>\$0</b>	<b>\$10,570</b>	<b>\$9,099</b>	<b>\$3,298</b>	<b>\$293,511</b>

**RETIREMENT****ACCOUNT 5001.2.050**

	PERS Classic	Unfunded Liability	PERS PEPPRA	Unfunded Liability	Prior Fiscal Year	Total
Engineer Paramedic 1	\$11,849	\$7,300	\$0	\$0		\$19,149
Engineer Paramedic 2	\$13,440	\$7,300	\$0	\$0		\$20,740
Engineer Paramedic 3	\$13,023	\$7,300	\$0	\$0		\$20,323
PERS - Out of Class Pay	\$1,000					\$1,000
PERS - June 2017					\$3,036	\$3,036
<b>TOTAL</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$3,036</b>	<b>\$64,248</b>

Classic Safety Plan Rate: 16.842% PEPPRA Safety Fire Plan: 11.99%

**GROUP HEALTH INSURANCE****ACCOUNT 5001.2.055**

	Paramedics (3)					Total
Medical	\$73,890					\$73,890
Vision	\$756					\$756
Dental	\$5,187					\$5,187
Life	\$252					\$252
AD&D	\$108					\$108
EAP	\$29					\$29
Group Accident	\$550					\$550
<b>TOTAL</b>	<b>\$80,771</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,771</b>

**UNIFORM ALLOWANCE****ACCOUNT 5001.2.062**

	Firefighter Paramedics					Total
Uniform Allowance	\$1,200					\$1,200
<b>TOTAL</b>	<b>\$1,200</b>					<b>\$1,200</b>



**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
<b>TOTALS</b>	<b>\$2,728</b>	<b>\$0</b>	<b>\$2,728</b>

**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
<b>TOTALS</b>	<b>\$375</b>	<b>\$625</b>	<b>\$1,000</b>

**COMMUNICATIONS - RADIOS**

ACCOUNT 5111.2.121

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



**ENGINE PARAMEDIC PROGRAM****COMMUNICATIONS - Telephone**

ACCOUNT 5111.2.124

	Station 1	E435 Cell	TOTAL
Telephone Service	\$600		\$600
Cellular Phone Service - E435		\$15	\$15
<b>TOTALS</b>	<b>\$600</b>	<b>\$15</b>	<b>\$615</b>

**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
<b>TOTAL</b>	<b>\$300</b>	<b>\$1,900</b>

**INSURANCE - PROPERTY, LIABILITY**

ACCOUNT 5111.2.151

	Liability Insurance	TOTAL
Annual Premium (Engine Paramedic to pay 10% of annual premium cost.)	\$2,204	\$2,204

**INSURANCE - WORKERS' COMPENSATION**

ACCOUNT 5111.2.153

	Workers' Comp Insurance	TOTAL
Annual Premium	\$17,050	\$17,050



**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
<b>TOTALS</b>	<b>\$1,900</b>		<b>\$1,900</b>

**BUILDING & GROUNDS MAINTENANCE**

ACCOUNT 5111.2.201

	Paramedic		TOTAL
FACILITIES:			
Facility Repair Share / Inventory/Storage	\$0		\$0
Contingencies	\$0		\$0
<b>TOTALS</b>	<b>\$0</b>		<b>\$0</b>

**EMERGENCY CARE SUPPLIES**

ACCOUNT 5111.2.211

	Medications	Supplies	TOTAL
Emergency Care Supplies		\$0	\$0
Contingencies		\$0	\$0
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**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:	\$0		\$0
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
			\$0
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
<b>TOTALS</b>	\$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
<b>TOTALS</b>		\$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
<b>TOTALS</b>	\$1,500	\$1,500		\$3,000



**ENGINE PARAMEDIC PROGRAM****SPECIAL DISTRICT EXPENSE**

ACCOUNT 5111.2.413

	Paramedic	TOTAL
Administrative Fee	\$18,114	\$18,114

NOTE ON ACCOUNT 5413P:

Fee is 5% of Engine Paramedic Special Tax amount.

**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			\$0
Special Tax Handling Fee (1%)	\$3,623		\$3,623
			\$0
TOTALS	\$3,623	\$0	\$3,623

Previously shown as debit against revenue.



## REVENUE ACCOUNT SUMMARY - Sta. 3 A

ACCOUNT DESCRIPTION	REV ACCT	Final Budget Revenue 2016-17	Final Budget 2017-18
Special Tax	4077	A 828,682	\$829,213
EMS Transport Revenue	4660	A 700,000	\$650,000
GEMT	4479	A -	\$9,000
IGT	4479 ?	A	\$60,000
TRANSFER FROM Sta. 3 A TRUST		232,756	\$268,632
TOTALS		A \$1,761,438	\$1,816,845

## EXPENDITURE ACCOUNT SUMMARY - Sta. 3 A

ACCOUNT DESCRIPTION	ACCT No.	Final Budget 2016-17	Preliminary Budget 2017-18
Salaries/Wages - Permanent	5001.3.001	A 920,690	\$1,011,073
Retirement	5001.3.050	A 158,330	\$187,951
Group Insurance	5001.3.055	A 383,541	\$273,264
Uniform Allowance	5001.3.062	A 3,792	\$4,800
Safety Clothing	5111.3.111	A 2,500	\$11,890
Safety Equipment	5111.3.115	A 2,500	\$2,250
Communications - Radios	5111.3.121	A 5,500	\$4,500
Communications - Telephones	5111.3.124	A 5,425	\$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	\$6,000
Insurance - Worker's Comp	5111.3.153	A 35,000	\$50,000
Maintenance - Ambulances	5111.3.183	A 31,250	\$31,250
Building & Grounds Maintenance	5111.3.201	A 10,000	\$5,000
Emergency Care	5111.3.211	A 18,175	\$30,000
Professional Memberships	5111.3.221	A 0	\$150
Office Expense	5111.3.241	A 1,800	\$1,800
Office Expense - Copies	5111.3.245	A 0	\$105
Professional Services	5111.3.271	A 50,900	\$59,640
Small Tools - ALS	5111.3.401	A 7,000	\$6,000
Small Tools - Special Purpose	5111.3.402	A 2,000	\$1,050
Special District Expense	5111.3.411	A 18,106	\$13,136
SDE - Health Maintenance	5111.3.412	A 3,000	\$3,000
SDE - Administrative Fee	5111.3.413	A 45,234	\$45,261
Training	5111.3.422	A 2,495	\$2,000
Travel/Education/Training	5111.3.478	A 5,000	\$4,500
Fuel	5111.3.480	A 11,000	\$11,000
Utilities-Water/Sewer	5111.3.501	A 800	\$900
Utilities-Electricity	5111.3.504	A 1,800	\$1,900
Utilities-Propane	5111.3.505	A 5,000	\$5,000
Bank Charges - Lockbox Account	5403	A ----	\$1,800
Special Tax Handling Fee	5411	A 8,276	\$8,276
Refund Overpayment	5612	A	\$25,000
Structures	5640	A 0	\$0
Equipment	5701	A 5,000	\$0
Fixed Assets/Special Purpose	5703	A 0	\$ (0)
TOTALS		A 1,755,138	\$1,816,845



## STATION 3 A

Fiscal Year 2017-18

## SALARIES/WAGES

ACCOUNT 5001.3.001

	Base Salary	Regular Overtime	Holiday Pay	Retirement Benefit	Medicare	Total
Engineer Medic/EMT 1	\$71,861	\$1,872	\$3,593	\$3,093	\$1,121	\$81,540
Engineer Medic/EMT 2	\$64,488	\$1,680	\$3,224	\$2,776	\$1,006	\$73,174
Engineer Medic/EMT 3	\$64,488	\$1,680	\$3,224	\$2,776	\$1,006	\$73,174
Medic/EMT 1	\$68,089	\$1,774	\$3,404	\$2,931	\$1,062	\$77,260
Medic/EMT 2	\$63,932	\$1,665	\$3,197	\$2,752	\$998	\$72,543
Medic/EMT 3	\$61,949	\$1,614	\$3,098	\$2,666	\$967	\$70,294
Medic/EMT 4	\$58,167	\$1,515	\$2,909	\$2,504	\$908	\$66,002
Medic/EMT 5	\$50,580	\$1,318	\$2,529	\$2,177	\$789	\$57,393
Medic/EMT 6	\$50,580	\$1,318	\$2,529	\$2,177	\$789	\$57,393
Medic/EMT 7	\$58,167	\$1,515	\$2,909	\$2,504	\$908	\$66,002
Medic/EMT 8	\$49,012	\$1,276	\$2,451	\$2,110	\$765	\$55,613
Medic/EMT 9	\$52,922	\$1,379	\$2,646	\$2,278	\$826	\$60,051
Specialty Pay	\$1,800					\$1,800
Relief, Project and Contingency Overtime	\$153,000				\$38,750	\$191,750
Paychex Payroll Fee	\$3,500					\$3,500
PERS - June 2017	\$3,583					\$3,583
<b>TOTAL</b>	<b>\$876,118</b>	<b>\$18,606</b>	<b>\$35,713</b>		<b>\$49,894</b>	<b>\$1,011,073</b>

## RETIREMENT

ACCOUNT 5001.3.050

	PERS Classic	Unfunded Liability	PERS PEPRA	Unfunded Liability	Prior Fiscal Year	Total
Engineer Medic/EMT 1	\$13,023	\$7,300	\$0	\$0		\$20,323
Engineer Medic/EMT 2	\$11,687	\$7,300	\$0	\$0		\$18,987
Engineer Medic/EMT 3	\$11,687	\$7,300	\$0	\$0		\$18,987
Medic/EMT 1	\$12,340	\$7,300	\$0	\$0		\$19,640
Medic/EMT 2	\$11,586	\$7,300	\$0	\$0		\$18,886
Medic/EMT 3	\$11,227	\$7,300	\$0	\$0		\$18,527
Medic/EMT 4	\$10,542	\$7,300	\$0	\$0		\$17,842
Medic/EMT 5	\$0	\$0	\$6,526	\$13		\$6,539
Medic/EMT 6	\$0	\$0	\$6,526	\$13		\$6,539
Medic/EMT 7	\$10,542	\$7,300	\$0	\$0		\$17,842
Medic/EMT 8	\$0	\$0	\$6,323	\$13		\$6,336
Medic/EMT 9	\$0	\$0	\$6,828	\$13		\$6,841
PERS - Out of Class Pay	\$1,000		\$0			\$1,000
PERS - June 2017					\$9,663	\$9,663
<b>TOTAL</b>	<b>\$93,633</b>	<b>\$58,400</b>	<b>\$26,203</b>	<b>\$52</b>	<b>\$9,663</b>	<b>\$187,951</b>

NOTE: Safety Plan Rate: 16.656% PEPRA Safety Fire Plan Rate: 12.082%

## STATION 3 A

FY 2017-18

## GROUP HEALTH INSURANCE

ACCOUNT 5001.3.055

	Engineers (3) A	FF-Medics (3) A	FF-Medics (3) T	Firefighters (3) T	Total
Medical	\$73,890	\$73,890	\$73,890	\$28,440	\$250,110
Vision	\$744	\$744	\$744	\$252	\$2,484
Dental	\$5,187	\$5,187	\$5,187	\$1,555	\$17,114
Life	\$252	\$252	\$252	\$252	\$1,008
AD&D	\$108	\$108	\$108	\$108	\$432
EAP	\$29	\$29	\$29	\$29	\$115
Group Accident	\$500	\$500	\$500	\$500	\$2,000
<b>TOTAL</b>	<b>\$80,709</b>	<b>\$80,709</b>	<b>\$80,709</b>	<b>\$31,136</b>	<b>\$273,264</b>

## 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
<b>TOTAL</b>	<b>\$4,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,800</b>



**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	\$981	\$2,181
Helmets		\$1,200		\$1,200
Suspenders				\$0
Gloves		\$108		\$108
Hoods/Shrouds				\$0
Damage Replacement				\$0
Contingencies		\$1	\$0	\$1
<b>TOTALS</b>		<b>\$10,909</b>	<b>\$981</b>	<b>\$11,890</b>

**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
<b>TOTALS</b>		<b>\$750</b>	<b>\$1,500</b>	<b>\$2,250</b>

**COMMUNICATIONS - RADIOS**

ACCOUNT 5111.3.121

ACCOUNT 5121 A				Total
	Purchase	Batteries	Repairs	
<b>RADIOS:</b>				\$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
<b>PAGERS</b>				\$0
Accessories				\$0
Code 3 Equipment			\$200	\$200
Contingencies			\$500	\$500
<b>TOTALS</b>	<b>\$300</b>	<b>\$300</b>	<b>\$3,900</b>	<b>\$4,500</b>



**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
<b>TOTALS</b>	<b>\$2,700</b>	<b>\$625</b>	<b>\$0</b>	<b>\$3,325</b>

**FOOD**

ACCOUNT 5111.3.131

		Training Meetings	EMS Meetings	TOTAL
Meals/Refreshments		\$200	\$200	\$400
<b>TOTAL</b>		<b>\$200</b>	<b>\$200</b>	<b>\$400</b>

**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
<b>TOTAL</b>		<b>\$2,124</b>	<b>\$2,500</b>	<b>\$4,624</b>

**INSURANCE - PROPERTY, LIABILITY**

ACCOUNT 5111.3.151

		Liability Insurance	TOTAL
Annual Premium (Station 3 A to pay 25% of annual premium cost.)		\$6,000	\$6,000

**INSURANCE - WORKERS' COMPENSATION**

ACCOUNT 5111.3.153

		Workers' Comp Insurance	TOTAL
Annual Premium		\$50,000	\$50,000



**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
<b>TOTALS</b>	<b>\$10,000</b>	<b>\$8,200</b>	<b>\$2,500</b>	<b>\$10,550</b>	<b>\$31,250</b>

**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
<b>TOTALS</b>		<b>\$5,000</b>			<b>\$5,000</b>

**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
<b>TOTALS</b>	<b>\$26,955</b>		<b>\$2,100</b>	<b>\$945</b>	<b>\$30,000</b>

\*includes infectious control, disposable and IV supplies.

**PROFESSIONAL MEMBERSHIPS**

ACCOUNT 5111.3.221

		Station 3			TOTAL
CFCA: EMS Section		\$150			\$150
Contingencies		\$0			\$0
<b>TOTALS</b>		<b>\$150</b>			<b>\$150</b>



**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
<b>TOTALS</b>	<b>\$1,800</b>	<b>\$0</b>	<b>\$1,800</b>

**OFFICE EXPENSE - Copies**

ACCOUNT 5111.3.245

	Copies		TOTAL
Copier Maintenance Fee	\$100		\$100
Contingencies	\$5		\$5
<b>TOTALS</b>	<b>\$105</b>	<b>\$0</b>	<b>\$105</b>

**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
<b>TOTAL</b>	<b>\$2,000</b>	<b>\$57,640</b>	<b>\$59,640</b>

**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
<b>TOTALS</b>	<b>\$875</b>	<b>\$4,000</b>	<b>\$1,125</b>	<b>\$6,000</b>

**SMALL TOOLS - SPECIAL PURPOSE**

ACCOUNT 5111.3.402

	Purchase	Maintenance		TOTAL
Gas Detector		\$200		\$200
Hose Packs	\$200			\$200
Contingency	\$650			\$650
<b>TOTALS</b>	<b>\$850</b>	<b>\$200</b>	<b>\$0</b>	<b>\$1,050</b>



**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
<b>TOTALS</b>	\$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
<b>TOTALS</b>	\$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	\$41,461			\$41,461
<b>TOTALS</b>	\$41,461	\$3,800	\$0	\$45,261

NOTE ON ACCOUNT 5413A:

Fee is 5% of Station 3 Special Tax amount.

**TRAINING**

ACCOUNT 5111.3.422

	Registration	Props/Aids		TOTAL
Paramedic Recertification Fees	\$1,000			\$1,000
Books, Software	\$500			\$500
Contingencies	\$100	\$400		\$500
<b>TOTALS</b>	\$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
Water		\$900		\$0 \$900
TOTALS		\$900		\$900

**UTILITIES - ELECTRICAL**

ACCOUNT 5111.3.504

		Station 3		Total
Electricity		\$1,900		\$0 \$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 5640 A**

	Transport Overpayments		TOTAL
Refund Overpayment	\$25,000		\$25,000
			\$0
TOTAL	\$25,000	\$0	\$25,000

**STRUCTURES****ACCOUNT 5640 A**

	Station 3		TOTAL
Septic System Upgrade	\$0		\$0
Property Purchase			\$0
TOTAL	\$0	\$0	\$0

**EQUIPMENT****ACCOUNT 5701 A**

	Purchase	Ambulance Refurbish	TOTAL
Contingency	\$0		\$0
			\$0
TOTALS	\$0	\$0	\$0



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

**RESOLUTION No. 2017-\_\_**

**RESOLUTION ADOPTING THE FINAL BUDGET AND AN  
APPROPRIATIONS LIMIT FOR THE 2017-18 FISCAL YEAR**

WHEREAS, the Board of Directors has adopted a Preliminary Budget for fiscal year 2017-18 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 2017-18 that the Operations-Fire final budget totals \$1,989,641, the Engine Paramedic Program final budget totals \$506,964, and Station 3 Ambulance Program final budget totals \$1,816,845.

BE IT FURTHER RESOLVED that the adopted Appropriations Limit for the 2017-18 fiscal year is \$2,959,934.

PASSED, APPROVED AND ADOPTED this \_\_ day of September 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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President  
Board of Directors

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Secretary  
Board of Directors