

Ebbetts Pass Fire District



BOARD OF DIRECTORS NOTICE OF REGULAR MEETING

Tuesday, September 18, 2018

1037 Blagen Road, Arnold

9:00 A.M.

MEMBERS OF THE BOARD

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

Concerning Public Comment

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

AGENDA

1. **Call to Order, Flag Salute, Roll Call**
2. **Public Appearances/Comment:** The Board will hear public comment on any agendized or non-agendized item. The Board may discuss public comment but may not take action.
3. **Consent Items:** Board action limited to discussion and approval of:
 - 3.1. Minutes: 8/21/18
 - 3.2. Acceptance of August 2018 Checks Listing and Authorize to File for Audit
 - 3.2.1. Monthly Budget Report
4. **Committee Reports:** The Board will discuss the status of the following matters. The Board may take action on recommendations and/or give direction to staff or committee members related to follow-up on specific matters addressed by the committee.
 - 4.1. **Finance Committee** (Directors Dashner & McKinney)
 - 4.1.1. Proposed Final Budget Fiscal Year 2018-19
 - a. Board Discussion and Public Hearing
 - b. Resolution No. 2018-3: Adopting the Final Budget and an Appropriations Limit for the 2018-19 Fiscal Year
 - 4.2. **Personnel Committee** (Directors McKinney & Sullivan)
 - 4.3. **Fire Prevention Committee** (Directors Clemens & Sullivan)
 - 4.4. **Apparatus/Equipment Committee** (Directors Clemens & Sullivan)

NOTICE OF REGULAR MEETING – continued

September 18, 2018

5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
 - 5.1. County of Calaveras Office Of Auditor – Controller: District Signature Authorization
 - 5.2. Calaveras County Dispatch Service Contract: Rate Escalation FY18-19
 - 5.3. Ethics Training AB 1234: Calaveras LAFCO Sponsoring 2018 Ethics Training
 - 5.4. Board Governance Workshop Training: Training Offered in Murphys for Board Members and Fire Chiefs
 - 5.5. Calaveras County Clerk of the Board of Supervisors: 2018 Biennial Notice for Conflict of Interest Codes
 - 5.5.1. Policy 1040 Conflict of Interest: Update
 - 5.5.2. Resolution No. 2018-4: Resolution Adopting a Conflict of Interest Code and Appendix of Designated Positions
 - 5.6. Ebbetts Pass Fire District: Letter of Contribution for the “Heroes of October” Events in Santa Rosa, California
 - 5.7. Joint Powers Agreement of Calaveras County Fire Joint Powers Authority: Local Government Fire JPA
 - 5.7.1. Begin 30-day Review of the Calaveras County Fire Joint Powers Agreement
 - 5.8. Policy 1060 - Fire District Records: Retention and Disposition
 - 5.8.1. Begin 30-day Review of the Updated Policy
6. **Reports:** The Board will hear reports on the following matters. The Board may discuss information contained in these reports.
 - 6.1. Administrative Report
 - 6.2. Legislative Report
 - 6.3. Administrative – EMS
7. **Comments, Questions, and Consideration:** The Board will entertain comments and questions from the following individuals or representatives. The Board may discuss these comments or questions on these items but may not take action.
 - 7.1. Board Members
 - 7.2. Firefighters' Association
 - 7.3. Employees' Group
 - 7.4. Public Comments
8. **Adjournment of Regular Meeting**

ADMINISTRATIVE STAFF:

Michael Johnson, Fire Chief

Cheryl Howard, Secretary

Ebbetts Pass Fire District



MINUTES

Board of Directors

August 21, 2018

Subject to Approval

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

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

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

Media present: Charity Maness, Calaveras Enterprise

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

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

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

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

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

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

3. **CONSENT ITEMS**

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

4. **COMMITTEE REPORTS**

4.1. Finance Committee (Directors Dashner & McKinney)

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

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

4.2. Personnel Committee (Directors McKinney & Sullivan)

No report.

4.3. Fire Prevention Committee (Directors Clemens & Sullivan)

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

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

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

5. Scheduled Items:

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

6. **REPORTS**6.1. Administrative Report

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

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

6.2. Legislative Report

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

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

6.3. Fire Prevention

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

6.4. Administrative - EMS

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

7. **COMMENTS, QUESTIONS, CONSIDERATIONS**

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

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

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

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

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

8. **ADJOURNMENT**

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

Respectfully submitted,



Cheryl Howard
District Secretary

REVENUE ACCOUNT SUMMARY SHEET - Aug 2018

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

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

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

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - AUGUST 2018

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

CHECKS ISSUED LISTING - August 2018 FIRE OPERATIONS

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

CHECKS ISSUED LISTING - August 2018 FIRE OPERATIONS

5111.1.115: SAFETY EQUIPMENT

1055824 US Bank	badges, collar pins	\$330.55
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5111.1.121: COMMUNICATIONS: RADIOS

none issued

5111.1.124: COMMUNICATIONS: TELEPHONE

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

5111.1.131: FOOD/FIRE LINE MEALS

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

5111.1.141: HOUSEHOLD EXPENSE

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

5111.1.151: INSURANCE: PROPERTY/LIABILITY

1055817 FAIRA	annual liability premium	\$12,000.00
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5111.1.153: INSURANCE: WORKER'S COMPENSATION

none issued

5111.1.181: MAINTENANCE: APPARATUS

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

CHECKS ISSUED LISTING - August 2018 FIRE OPERATIONS

5111.1.182: MAINTENANCE: UTILITIES

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

5111.1.201: BUILDING & GROUNDS MAINTENANCE

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

5111.1.211: EMERGENCY CARE

none issued

5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS

none issued

5111.1.241: OFFICE EXPENSE

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

5111.1.243: OFFICE EXPENSE: POSTAGE

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

5111.1.245: OFFICE EXPENSE: COPIES

1056460 Zoom Imaging Systems	copier maintenance	\$94.03
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5111.1.271: PROFESSIONAL SERVICES

1055821 Nossaman LLP	legal services	\$12,655.80
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5111.1.401: SMALL TOOLS/FF EQUIPMENT

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

5111.1.402: SMALL TOOLS: HOSE / SCBA

1057171 L N Curtis	SCBA bracket	\$175.79
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CHECKS ISSUED LISTING - August 2018 FIRE OPERATIONS

5111.1.411: SPECIAL DISTRICT EXPENSE

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

5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

1056456 Sonora Reginal Med Center	physicals	\$322.00
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5111.1.422: TRAINING

none issued

5111.1.478: TRAVEL/EDUCATION/TRAINING

none issued

5111.1.480: TRANSPORTATION FUEL

1056446 Ebbetts Pass Gas Service	gasoline and diesel	\$1,738.78
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5111.1.501: UTILITIES: WATER/SEWER

none issued

5111.1.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	\$892.27
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5111.1.505: UTILITIES: PROPANE

none issued

5627 F: LAFCO Fee

none issued

5640 F: STRUCTURES

none issued

5701 F: EQUIPMENT

none issued

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - AUG 2018

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

CHECKS ISSUED LISTING - August 2018 ENGINE PARAMEDIC

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

CHECKS ISSUED LISTING - August 2018 ENGINE PARAMEDIC

5111.2.153: INSURANCE: WORKER'S COMPENSATION	<i>none issued</i>
5111.2.181: MAINTENANCE: APPARATUS	
1056441 Arnold Auto Supply	U1005: R&R alternator, credit \$1,556.18
5111.2.201: BUILDING & GROUNDS MAINTENANCE	<i>none issued</i>
5111.2.211: EMERGENCY CARE / RESCUE	<i>none issued</i>
5111.2.241: OFFICE EXPENSE	<i>none issued</i>
5111.2.271: PROFESSIONAL SERVICES	<i>none issued</i>
5111.2.401: SMALL TOOLS / ALS EQUIPMENT	<i>none issued</i>
5111.2.402: SMALL TOOLS: HOSE / SCBA	<i>none issued</i>
5111.2.411: SPECIAL DISTRICT EXPENSE	
1055824 US Bank: SAMBA	EPN reporting \$6.00
5111.2.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE	<i>none issued</i>
5111.2.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE	<i>none issued</i>
5111.2.422: TRAINING	<i>none issued</i>
5111.2.478: TRAVEL/EDUCATION/TRAINING	<i>none issued</i>
5111.2.480: TRANSPORTATION FUEL	
1056446 Ebbetts Pass Gas Service	diesel \$430.99
5411 P: SPECIAL TAX HANDLING FEE	<i>none issued</i>

STATION 3 A ACCOUNT SUMMARY SHEET - AUG 2018

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

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

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

CHECKS ISSUED LISTING - August 2018**STATION 3 A****5111.3.141: HOUSEHOLD EXPENSE**

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

5111.3.151: INSURANCE: PROPERTY/LIABILITY

1055817 FAIRA	annual liability premium	\$9,000.00
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5111.3.153: INSURANCE: WORKER'S COMPENSATION*none issued***5111.3.181: MAINTENANCE: APPARATUS***none issued***5111.3.183: MAINTENANCE: AMBULANCES**

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

5111.3.201: BUILDING & GROUNDS MAINTENANCE*none issued***5111.3.211: EMERGENCY CARE / RESCUE**

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

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

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

5111.1.245: OFFICE EXPENSE: COPIES

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

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

CHECKS ISSUED LISTING - August 2018

STATION 3 A

5111.3.401: SMALL TOOLS/FF EQUIPMENT

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

5111.3.402: SMALL TOOLS: HOSE / SCBA

none issued

5111.3.411: SPECIAL DISTRICT EXPENSE

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

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

1056456 Sonora Regional Med Center	physicals	\$322.00
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5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE *none issued*

5111.3.422: TRAINING

none issued

5111.3.478: TRAVEL/EDUCATION/TRAINING

none issued

5111.3.480: TRANSPORTATION FUEL

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

5111.3.501: UTILITIES: WATER/SEWER

none issued

5111.3.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	\$138.05
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5111.3.505: UTILITIES: PROPANE

none issued

5403 A: BANK CHARGES

JE WestAmerica Bank	lockbox account fee	\$187.70
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5411 A: SPECIAL TAX HANDLING FEE

none issued

5640 A: STRUCTURES

none issued

5701 A: EQUIPMENT

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

CHECKS ISSUED LISTING - August 2018

STATION 3 A

8001/5612 A: REFUNDS

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

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

RESOLUTION No. 2018-3

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

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

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

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

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

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

AYES:
NOES:
ABSTAIN:
ABSENT:

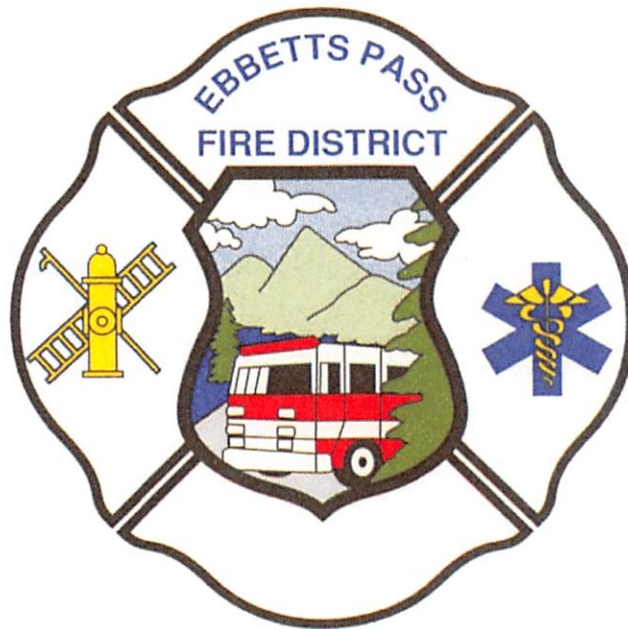
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President
Board of Directors

Secretary
Board of Directors

EBBETTS PASS FIRE DISTRICT

Proposed Final Budget Fiscal Year 2018-19



MISSION STATEMENT:

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

REVENUE ACCOUNT SUMMARY - FIRE

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

NOTES ON REVENUE ACCOUNTS:

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

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

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

EXPENDITURE ACCOUNT SUMMARY: OPERATIONS FUND - FIRE

ACCOUNT DESCRIPTION	No.		Previous Year Adopted Budget 2017-18	BUDGET 2018-19
Salaries/Wages - Permanent	5001.1.001	F	\$979,000	\$1,008,250
Extra Hire - Hydrant Maintenance	5001.1.002	F	\$10,000	\$10,000
Extra Hire - Volunteer Intern Program	5001.1.003	F	\$40,000	\$40,000
ST/TF Firefighter Payment	5001.1.004	F	\$30,000	\$30,000
Volunteer Firefighter Response/Relief	5001.1.005	F	\$40,000	\$40,000
Retirement - PERS	5001.1.050	F	\$156,558	\$177,354
Group Insurance	5001.1.055	F	\$188,646	\$194,450
Uniform Allowance	5001.1.062	F	\$3,600	\$3,600
Safety Clothing	5111.1.111	F	\$10,000	\$10,000
Safety Equipment	5111.1.115	F	\$6,000	\$6,000
Communications - Radios	5111.1.121	F	\$7,000	\$7,000
Communications - Telephone	5111.1.124	F	\$12,000	\$12,000
Food - Fire Line Meals	5111.1.131	F	\$1,200	\$1,200
Housekeeping	5111.1.141	F	\$8,000	\$8,000
Insurance - Property/Liability	5111.1.151	F	\$11,000	\$12,000
Insurance - Worker's Compensation	5111.1.153	F	\$61,215	\$70,853
Maintenance - Apparatus	5111.1.181	F	\$37,550	\$37,550
Maintenance - Utilities	5111.1.182	F	\$8,250	\$8,250
Building & Grounds Maintenance	5111.1.201	F	\$12,500	\$16,100
Emergency Care	5111.1.211	F	\$1,275	\$1,275
Memberships	5111.1.221	F	\$7,055	\$7,055
Office Expense	5111.1.241	F	\$12,050	\$12,050
Office Expense - Postage	5111.1.243	F	\$1,000	\$1,000
Office Expense - Copies	5111.1.245	F	\$1,500	\$1,500
Professional Services	5111.1.271	F	\$12,000	\$12,000
Small Tools/FF Equipment	5111.1.401	F	\$13,000	\$13,000
Small Tools - Hose	5111.1.402	F	\$9,000	\$9,000
Special District Expense	5111.1.411	F	\$17,000	\$17,000
SDE - Health Maintenance	5111.1.412	F	\$4,000	\$4,000
Training	5111.1.422	F	\$5,000	\$5,000
Travel/Education/Training	5111.1.478	F	\$9,000	\$9,000
Transportation Fuel	5111.1.480	F	\$20,000	\$20,000
Utilities-Water/Sewer	5111.1.501	F	\$10,280	\$10,280
Utilities-Electricity	5111.1.504	F	\$13,500	\$13,500
Utilities-Propane	5111.1.505	F	\$17,150	\$17,150
LAFCO Fee	5627	F	\$2,614	\$2,797
Structures	5640	F	\$211,698	\$211,698
Equipment	5701	F	\$0	\$0
FIXED ASSETS--Special Purpose	5703	F	0	\$23,755
TOTALS		F	1,989,641	\$2,083,667

Fire Operations

SALARIES/WAGES - PERMANENT

ACCOUNT 5001.1.001

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

RETIREMENT

ACCOUNT 5001.1.050

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

*Includes uniform allowance special compensation.

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

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

FIRE OPERATIONS

Fiscal Year 2018-19

EXTRA HIRE**ACCOUNT 5001.1.002**

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

EXTRA HIRE - SPECIAL PURPOSE**ACCOUNT 5001.1.003**

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

NOTES ON ACCOUNT 5001.1.003:

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

ST/TF Firefighter Response**ACCOUNT 5001.1.004**

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

Volunteer Firefighter Response**ACCOUNT 5001.1.005**

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

FIRE OPERATIONS

Fiscal Year 2018-19

INSURANCE - GROUP HEALTH

ACCOUNT 5001.1.055

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

NOTES ON ACCOUNT 5001.1.055:

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

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

UNIFORM ALLOWANCE

ACCOUNT 5001.1.062

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

NOTES ON ACCOUNT 5001.1.062

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

FIRE OPERATIONS

Fiscal Year 2018-19

SAFETY CLOTHING**ACCOUNT 5111.1.111**

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

SAFETY EQUIPMENT**ACCOUNT 5111.1.115**

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

COMMUNICATIONS - RADIOS**ACCOUNT 5111.1.121**

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

FIRE OPERATIONS**COMMUNICATIONS - Telephone**

ACCOUNT 5111.1.124

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

FOOD

ACCOUNT 5111.1.131

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

HOUSEHOLD EXPENSE

ACCOUNT 5111.1.141

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

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

INSURANCE - PROPERTY, LIABILITY

ACCOUNT 5111.1.151

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

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

INSURANCE - WORKER'S COMPENSATION

ACCOUNT 5111.1.153

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

*Experience Modification Factor

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

FIRE OPERATIONS**FLEET MAINTENANCE - ENGINES**

ACCOUNT 5111.1.181

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

FLEET MAINTENANCE - UTILITIES

ACCOUNT 5111.1.182

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

BUILDING & GROUNDS MAINTENANCE

ACCOUNT 5111.1.201

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

EMERGENCY CARE SUPPLIES

ACCOUNT 5111.1.211

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

FIRE OPERATIONS**PROFESSIONAL MEMBERSHIPS****ACCOUNT 5111.1.221**

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

OFFICE EXPENSE**ACCOUNT 5111.1.241**

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

OFFICE EXPENSE - POSTAGE**ACCOUNT 5111.1.243**

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

OFFICE EXPENSE - COPIES**ACCOUNT 5111.1.245**

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

PROFESSIONAL SERVICES**ACCOUNT 5111.1.271**

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

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

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

SMALL TOOLS - SPECIAL PURPOSE ACCOUNT 5111.1.402

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

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

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

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

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

TRAINING**ACCOUNT 5111.1.422**

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

FIRE OPERATIONS**TRAVEL/EDUCATION/TRAINING****ACCOUNT 5111.1.478**

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

FUEL AND GAS**ACCOUNT 5111.1.480**

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

UTILITIES - WATER/SEWER**ACCOUNT 5111.1.501**

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

UTILITIES - ELECTRICAL**ACCOUNT 5111.1.504**

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

UTILITIES - PROPANE**ACCOUNT 5111.1.505**

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

FIRE OPERATIONS**LAFCO FEES****ACCOUNT 5627**

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

STRUCTURES**ACCOUNT 5640**

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

EQUIPMENT**ACCOUNT 5701**

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

REVENUE ACCOUNT SUMMARY - Engine Paramedic

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

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

EXPENDITURE ACCOUNT SUMMARY - Engine Paramedic Program

ACCOUNT DESCRIPTION	ACCT No.		Final Budget 2017-18	Preliminary Budget 2018-19
Salaries/Wages - Permanent	5001.2.001	P	293,511	\$289,462
Retirement	5001.2.050	P	64,248	\$70,850
Group Insurance	5001.2.055	P	80,771	\$83,130
Uniform Allowance	5001.2.062	P	1,200	\$1,200
Safety Clothing	5111.2.111	P	2,728	\$2,728
Safety Equipment	5111.2.115	P	1,000	\$1,000
Communications - Radios	5111.2.121	P	1,000	\$1,000
Communications - Telephones	5111.2.124	P	615	\$615
Housekeeping	5111.2.141	P	1,900	\$1,900
Insurance - Property, Liability	5111.2.151	P	2,204	\$2,250
Insurance - Worker's Comp	5111.2.153	P	17,050	\$17,828
Maintenance - Apparatus	5111.2.181	P	1,900	\$1,900
Building & Grounds Maintenance	5111.2.201	P	0	\$0
Emergency Care	5111.2.211	P	0	\$0
Office Expense	5111.2.241	P	0	\$0
Professional Services	5111.2.271	P	2,200	\$2,200
Small Tools - ALS	5111.2.401	P	0	\$0
Small Tools - Hose	5111.2.402	P	500	\$500
Special District Expense	5111.2.411	P	700	\$700
SDE - Health Maintenance	5111.2.412	P	3,000	\$3,000
SDE - Administrative Fee*	5111.2.413	P	18,114	\$0
Training	5111.2.422	P	1,500	\$1,500
Travel/Education/Training	5111.2.478	P	2,700	\$2,700
Fuel	5111.2.480	P	6,500	\$6,500
Special Tax Collection Fee	5411	P	3,623	\$3,623
Fixed Assets/Special Purpose	5703	P	0	\$0
TOTALS		P	506,964	\$494,586

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

ENGINE PARAMEDIC

Fiscal Year 2018-19

SALARIES/WAGES**ACCOUNT 5001.2.001**

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

RETIREMENT**ACCOUNT 5001.2.050**

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

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

GROUP HEALTH INSURANCE**ACCOUNT 5001.2.055**

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

UNIFORM ALLOWANCE**ACCOUNT 5001.2.062**

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

ENGINE PARAMEDIC PROGRAM**SAFETY CLOTHING**

ACCOUNT 5111.2.111

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

SAFETY EQUIPMENT

ACCOUNT 5111.2.115

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

COMMUNICATIONS - RADIOS

ACCOUNT 5111.2.121

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

ENGINE PARAMEDIC PROGRAM**COMMUNICATIONS - Telephone**

ACCOUNT 5111.2.124

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

HOUSEHOLD EXPENSE

ACCOUNT 5111.2.141

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

INSURANCE - PROPERTY, LIABILITY

ACCOUNT 5111.2.151

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

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

INSURANCE - WORKERS' COMPENSATION

ACCOUNT 5111.2.153

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

*Experience Modification Factor

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

ENGINE PARAMEDIC PROGRAM**MAINTENANCE - Apparatus**

ACCOUNT 5111.2.181

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

BUILDING & GROUNDS MAINTENANCE

ACCOUNT 5111.2.201

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

EMERGENCY CARE SUPPLIES

ACCOUNT 5111.2.211

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

ENGINE PARAMEDIC PROGRAM**OFFICE EXPENSE**

ACCOUNT 5111.2.241

	Supplies		TOTAL
Postage / Shipping	\$0		\$0
UPS Charges	\$0		\$0
CONSUMABLES:			
Misc. Office Supplies, Toner/Developer	\$0		\$0
PRINTING:	\$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		\$0
			\$500
TOTALS	\$500		\$500

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

ACCOUNT 5111.2.401

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

SPECIAL DISTRICT EXPENSE

ACCOUNT 5111.2.411

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

HEALTH MAINTENANCE - SPECIAL DIST. EXPENSE

ACCOUNT 5111.2.412

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

ENGINE PARAMEDIC PROGRAM**SPECIAL DISTRICT EXPENSE****ACCOUNT 5111.2.413**

	Paramedic		TOTAL
Administrative Fee	\$0		\$0

NOTE ON ACCOUNT 5413P:

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

TRAINING**ACCOUNT 5111.2.422**

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

TRAVEL/EDUCATION/TRAINING**ACCOUNT 5111.2.478**

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

FUEL**ACCOUNT 5111.2.480**

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

ENGINE PARAMEDIC PROGRAM

SPECIAL DISTRICT EXPENSE

Special Tax Handling Fee

ACCOUNT

5411

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

EXPENDITURE ACCOUNT SUMMARY - Sta. 3 A

ACCOUNT DESCRIPTION	ACCT No.		Budgeted 2017-18	Final Budget 2018-19
Salaries/Wages - Permanent	5001.3.001	A	1,011,073	\$1,041,835
Retirement	5001.3.050	A	187,951	\$196,735
Group Insurance	5001.3.055	A	273,264	\$284,870
Uniform Allowance	5001.3.062	A	4,800	\$4,800
Safety Clothing	5111.3.111	A	11,890	\$11,890
Safety Equipment	5111.3.115	A	2,250	\$2,250
Communications - Radios	5111.3.121	A	4,500	\$4,500
Communications - Telephones	5111.3.124	A	3,325	\$3,325
Food	5111.3.131	A	400	\$400
Housekeeping	5111.3.141	A	4,624	\$4,624
Insurance - Property, Liability	5111.3.151	A	6,000	\$9,000
Insurance - Worker's Comp	5111.3.153	A	50,000	\$60,210
Maintenance - Ambulances	5111.3.183	A	31,250	\$31,250
Building & Grounds Maintenance	5111.3.201	A	5,000	\$5,000
Emergency Care	5111.3.211	A	30,000	\$30,000
Professional Memberships	5111.3.221	A	150	\$150
Office Expense	5111.3.241	A	1,800	\$1,800
Office Expense - Copies	5111.3.245	A	105	\$105
Professional Services	5111.3.271	A	59,640	\$59,640
Small Tools - ALS	5111.3.401	A	6,000	\$6,000
Small Tools - Special Purpose	5111.3.402	A	1,050	\$1,050
Special District Expense	5111.3.411	A	13,136	\$13,136
SDE - Health Maintenance	5111.3.412	A	3,000	\$3,000
SDE - Admin. Fee / GEMT Admin Fee	5111.3.413	A	45,261	\$3,800
Training	5111.3.422	A	2,000	\$2,000
Travel/Education/Training	5111.3.478	A	4,500	\$4,500
Fuel	5111.3.480	A	11,000	\$11,000
Utilities-Water/Sewer	5111.3.501	A	900	\$900
Utilities-Electricity	5111.3.504	A	1,900	\$1,900
Utilities-Propane	5111.3.505	A	5,000	\$5,000
Bank Charges - Lockbox Account	5403	A	1,800	\$1,800
Special Tax Handling Fee	5411	A	8,276	\$8,276
Refund Overpayment	5612	A	25,000	\$40,747
Structures	5640	A	0	\$0
Equipment	5701	A	0	\$50,177
Fixed Assets/Special Purpose	5703	A	0	\$ (0)
TOTALS		A	1,816,845	\$1,905,670

STATION 3 A

Fiscal Year 2018-19

SALARIES/WAGES

ACCOUNT 5001.3.001

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

RETIREMENT

ACCOUNT 5001.3.050

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

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

STATION 3 A**FY 2018-19****GROUP HEALTH INSURANCE****ACCOUNT 5001.3.055**

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

UNIFORM ALLOWANCE**ACCOUNT 5001.3.062**

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

STATION 3 A**SAFETY CLOTHING**

ACCOUNT 5111.3.111

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

SAFETY EQUIPMENT

ACCOUNT 5111.3.115

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

COMMUNICATIONS - RADIOS

ACCOUNT 5111.3.121

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

STATION 3 A**COMMUNICATIONS - Telephone**

ACCOUNT 5111.3.124

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

FOOD

ACCOUNT 5111.3.131

		Training Meetings	EMS Meetings	TOTAL
				\$0
Meals/Refreshments		\$200	\$200	\$400
TOTAL		\$200	\$200	\$400

HOUSEHOLD EXPENSE

ACCOUNT 5111.3.141

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

INSURANCE - PROPERTY, LIABILITY

ACCOUNT 5111.3.151

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

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

INSURANCE - WORKERS' COMPENSATION

ACCOUNT 5111.3.153

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

*Experience Modification Factor

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

STATION 3 A**MAINTENANCE - TRANSPORT UNITS**

ACCOUNT 5111.3.183

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

BUILDING & GROUNDS MAINTENANCE

ACCOUNT 5111.3.201

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

EMERGENCY CARE SUPPLIES

ACCOUNT 5111.3.211

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

*includes infectious control, disposable and IV supplies.

PROFESSIONAL MEMBERSHIPS

ACCOUNT 5111.3.221

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

STATION 3 A**OFFICE EXPENSE**

ACCOUNT 5111.3.241

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

OFFICE EXPENSE - Copies

ACCOUNT 5111.3.245

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

PROFESSIONAL SERVICES

ACCOUNT 5111.3.271

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

SMALL TOOLS / ALS EQUIPMENT

ACCOUNT 5111.3.401

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

SMALL TOOLS - SPECIAL PURPOSE

ACCOUNT 5111.3.402

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

STATION 3 A**SPECIAL DISTRICT EXPENSE**

ACCOUNT 5111.3.411

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

HEALTH MAINTENANCE - SPECIAL DIST. EXPENSE ACCOUNT 5111.3.412

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

SPECIAL DISTRICT EXPENSE

ACCOUNT 5111.3.413

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

NOTE ON ACCOUNT 5413A:

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

TRAINING

ACCOUNT 5111.3.422

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

STATION 3 A**TRAVEL/EDUCATION/TRAINING**

ACCOUNT 5111.3.478

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

FUEL

ACCOUNT 5111.3.480

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

UTILITIES - WATER/SEWER

ACCOUNT 5111.3.501

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

UTILITIES - ELECTRICAL

ACCOUNT 5111.3.504

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

UTILITIES - PROPANE

ACCOUNT 5111.3.505

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

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

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

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

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

Previously shown as a debit against revenue.

Refunds**ACCOUNT 5612 A**

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

STRUCTURES**ACCOUNT 5640 A**

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

EQUIPMENT**ACCOUNT 5701 A**

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

Appropriations (Gann) Limit Calculations

Ebbetts Pass Fire District 2018-19

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

2018-19 Estimated Appropriations Subject to Limitation

Estimated Proceeds of Taxes

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

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

2018-19 Estimated Excluded Expenditures

Court-Ordered Mandates

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

Federal Mandates:

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

Qualified Capital Outlays

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

Qualified Debt Service

: Station 1 Loan Payment \$211,698
:

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

Appropriations Subject to Limitation \$2,705,973

Current Year Appropriations Limit \$3,063,040

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

2018-19 Estimated Excluded Expenditures Worksheet

Overtime | Estimate

374,000 divided by 3 =

124,667

Qualified Capital Outlays

Estimated: FY Paid

1) See Item 2 below

2) 5701A - new Ambulance \$209,768 total

Lease Purchase Payment	\$39,900
California State Sales Tax	\$7,062
Med-Vault Mini w/software	\$2,055
Radio Chargers, mics, cables	\$886
Rechargeable Flashlights	\$274

TOTAL

0

0

\$50,177



Ebbetts Pass Fire

Board Member Signature	Date
Requires Resolution demonstrating Attestation	

Office of the Sheriff

1045 Jeff Tuttle Drive
San Andreas, CA 95249



Rick DiBasilio, Sheriff

209.754.6500
sheriff@co.calaveras.ca.us

12 July 2018

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

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

Dear Captain Johnson:

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

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

Sincerely,

A handwritten signature in cursive script, reading "Maria L. Hinsey".

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

RECEIVED

JUL 16 2018

Ebbetts Pass Fire District

Enclosure, as noted.

2018 ETHICS TRAINING

CALAVERAS LAFCO

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

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

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

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

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

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

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

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

BEST BEST & KRIEGER

ATTORNEYS AT LAW

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

BBKlaw.com

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

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

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

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

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

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

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

Registration for Local Agency Executive Workshop

Deadline for Registration: October 15, 2018

Name: _____ Date: _____

Agency _____

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

Fire Chief Signature: _____

Date: _____

☐ Payment at time of class

☐ Bill my Agency

Address _____

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

Please return registration form to:

Motherlode Interagency Training Officers Association
billfullerton@sbcglobal.net or

Training Announcement

Local Agency Executive Workshop

Dates: November 3, 2018

Time: 09:00-16:00

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

Tuition: \$50.00

*With CCS you get all the
benefits of an
experienced,
professional, full-time
agency administrator at
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CCS uses only consultants with decades of experience in their respective field. The experience and expertise you will find includes: chief of department, chief of labor relations, board member, board president, paramedic, facility development, multi-agency coordination, agency consolidations, fire department operations, human resources, classification and pay, fire service instructor, fiscal management, fire department industrial safety, fire prevention, code interpretation, and more.

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Office 916-365-2279

Fax 360-684-8891



<http://www.crabtreeconsulting.net>

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

District Governance:

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

Board Dynamics:

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

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

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

General Laws:

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

The Board and Its Meetings:

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

Human Resources:

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

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

What happens when ...

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



CALAVERAS COUNTY

CLERK OF THE BOARD OF SUPERVISORS

891 Mountain Ranch Road

San Andreas, California 95249

(209) 754-6370

FAX (209) 754-6733

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

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

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

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

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

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

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

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

enclosures

Steps for Adoption of Updated Conflict of Interest Code

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

2018 Local Agency/Special District Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Office Phone No: _____

E-mail: _____ Fax No: _____

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

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

☐ **An amendment is required. The following amendments are necessary:**

(Mark all that apply.)

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

☐ **No amendment is required.**

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

Verification

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

Signature of Authorized Representative

Date

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

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

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

1 *****INSERT AGENCY OR DISTRICT NAME***, COUNTY OF CALAVERAS**
2 **STATE OF CALIFORNIA**
 _____, 2018

3 **RESOLUTION** **RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE AND**
4 **NO. _____** **APPENDIX OF DESIGNATED POSITIONS**

5 WHEREAS, pursuant to the provisions of the Political Reform Act (Govt.
6 Code § 81000, et seq.), the *****Insert Agency or District Name***** is required
7 to adopt a Conflict of Interest Code and Appendix of designated positions;
8 and

9
10 WHEREAS, biennial review of the Appendix to the Conflict of Interest
11 Code is required by state law and changes to the designated positions and
12 disclosure categories and thereafter adopt necessary amendments.

13
14 NOW, THEREFORE, BE IT RESOLVED that the Conflict of Interest Code and
15 list of designated positions and disclosure categories as set forth in the
16 Appendix to the Conflict of Interest Code attached hereto is hereby adopted.

17
18 ON A MOTION by Director _____, seconded by Director
19 _____, the foregoing Resolution was duly passed and adopted by
20 the *****Insert Agency or District Name***** of the County of Calaveras, State
21 of California this _____ day of _____, 2018, by the following
22 vote:

23
24 AYES: *****Insert names of those voting*****

25 NOES: *****Insert names of those voting*****

26 ABSENT: *****Insert names of those voting*****

27 ABSTAINED: *****Insert names of those voting*****
28

Chair

ATTEST:

Secretary

How to Amend a Conflict-of-Interest Code

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

Non-Substantive Amendments

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

Substantive Amendments

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

Example strikeout/underscore format

III. PUBLIC WORKS OFFICE MAINTENANCE DIVISION

- | | |
|---|--------------|
| 1. Maintenance Superintendent..... | 2 |
| <u>2. Maintenance Supervisor.....</u> | <u>2</u> |
| 2. Asst. Maintenance Superintendent..... | 2 |
| 3. Senior Equipment Technician..... | 3 |
| 3. Equipment Services Technician..... | 3 |

- The Public Works Office became the Maintenance Division.
- The Asst. Maintenance Superintendent was reclassified to Maintenance Supervisor.
- The Equipment Services Technician position has been deleted.

How to Review a Conflict-of-Interest Code¹

Who is a Designated Employee?



Designate these Positions:

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

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

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

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

Who Should Not be Designated?



Do Not Designate these Positions:

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

Review:

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

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

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

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

Check Duty Statements Review Disclosure Categories



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

2018 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

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

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

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

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

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

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

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

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

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

CONFLICT-OF-INTEREST CODE

APPENDIX A - DESIGNATED POSITIONS

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

APPENDIX B – DISCLOSURE CATEGORIES

Disclosure Category 1

Designated positions assigned to this category shall report:

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

Disclosure Category 2

Designated positions assigned to this category shall report:

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

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

CONFLICT-OF-INTEREST CODE

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

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

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

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

Policy 1040 - Page 1 of 1

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

APPENDIX A

PART I - DESIGNATED EMPLOYEES

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

PART II - DISCLOSURE CATEGORIES

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

Disclosure Category 1.

Designated positions assigned to this category shall report:

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

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

Disclosure Category 2.

Designated positions assigned to this category shall report:

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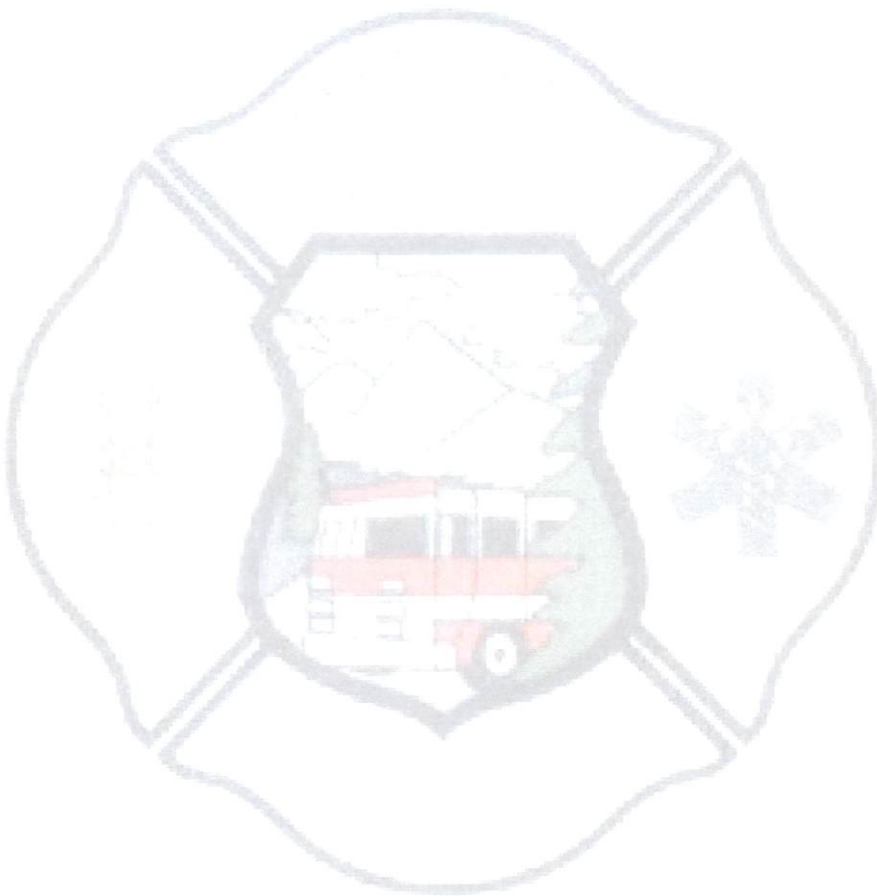
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Ebbetts Pass Fire District	POLICY: 1040
Subject: Conflict of Interest	Adoption Date: 12/17/1991 Revised Date: 2/22/2010 Review Date: 1/20/2015

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



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

RESOLUTION No. 2018-4

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

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

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

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

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

AYES:
NOES:
ABSTAIN:
ABSENT:

President
Board of Directors

Secretary
Board of Directors

Ebbetts Pass Fire District



TO: Pat Kerrigan/KSRO

DATE: August 22, 2018

FROM: Mike Johnson – Fire Chief

SUBJECT: Agency T-Shirt Request

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

Sincerely,

Mike Johnson

A handwritten signature of Mike Johnson in black ink, written over a horizontal line.

Fire Chief



August 13, 2018

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

To our beloved first responders,

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

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

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

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

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

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

Sincerely,

Pat Kerrigan/KSRO

RECEIVED

AUG 17 2018

Ebbetts Pass Fire District

HEROES OF OCTOBER

#SONOMACOUNTYRISING

AMATURO SONOMA MEDIA | KSRO

CHANDI HOSPITALITY GROUP | OAKMONT GOLF CLUB

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

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

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



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

Proceeds Benefit The Community Foundation Resilience Fund

For more information, visit www.heroesofoctober.com

Underwritten by:



JOINT POWERS AGREEMENT OF CALAVERAS COUNTY FIRE JOINT POWERS AUTHORITY

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

RECITALS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 1: PURPOSE

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

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

SECTION 2: CREATION OF JOINT POWERS AUTHORITY

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

SECTION 3: MEMBERSHIP

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

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

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

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

SECTION 4: PARTIES TO AGREEMENT

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

SECTION 5: TERM OF AGREEMENT

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

SECTION 6: POWERS OF THE AUTHORITY

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

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

SECTION 7: BOARD OF DIRECTORS

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

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

SECTION 8: POWERS OF THE BOARD OF DIRECTORS

The Board of Directors shall have the following powers:

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

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

SECTION 9: RESTRICTIONS ON POWER

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

SECTION 10: ADMINISTRATIVE SERVICES

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

SECTION 11: BYLAWS

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

SECTION 12: WITHDRAWAL OR INVOLUNTARY TERMINATION

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

terminated Member Agency is a signatory.

SECTION 13: TERMINATION OF AUTHORITY

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

SECTION 14: AMENDMENTS

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

SECTION 15: ENFORCEMENT

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

SECTION 16: NON-LIABILITY OF MEMBER AGENCIES

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

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

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

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

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

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

SECTION 19: MISCELLANEOUS PROVISIONS

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

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

SECTION 20: EXECUTION IN COUNTERPARTS

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

_____ (Name of Public Agency)

By: _____

President

By: _____

Secretary

EXECUTION BY AUTHORITY

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

AUTHORITY

By: _____

Chairman of the Board of Directors

By: _____

Secretary of the Board of Directors

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

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

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

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

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

4. Confidentiality: Certain records, such as patient medical records and personal identity information, must be maintained in a safe and secure place. District employees and sub-contractors will comply with all local, state and federal laws, rules, and regulations relating to the release of confidential information.
5. The District is prohibited from destroying or disposing of a record that:
- Relates to the District's formation change of organization, or reorganization.
 - Is an ordinance adopted by the District, unless it has been repealed or is otherwise invalid in which case it can be destroyed after five years.
 - Contains minutes of any meeting of the District's legislative body.
 - Relates to a pending claim or litigation or settlement in the past two years.
 - Is the subject ~~of~~ a pending request under the California Public Records Act.
 - Relates to construction that the District has accepted.
 - Relates to non-discharges debts of the District.
 - Relates to title or real property to which the District has interest.
 - Related to any non-discharged contract to which the District is a party.
 - Has not fulfilled its administrative, fiscal, or legal purpose.
 - Is an unaccepted bid or proposal which is less than two years old, for any public work.
 - Specifies the amount of compensation paid to District employees or officers or independent contractors or relates to expense reimbursement to District officers, or employees or the use of District paid credit cards or travel compensation. *These records may be destroyed seven years after the date of payment.*

Policy 1060