

Sierra County Fire Protection District #1

Profit & Loss Budget vs. Actual

July 2020

08/10/20

Accrual Basis

	Jul 20	Budget	\$ Over Budget
Income			
A · Tax Income			
A.1 · Sierra Co. FPD#1 Tax Income	0.00	230,000.00	-230,000.00
A.2 · Mitigation Fees	0.00	7,000.00	-7,000.00
A · Tax Income - Other	0.00	0.00	0.00
Total A · Tax Income	0.00	237,000.00	-237,000.00
B · Fire Income	0.00	5,000.00	-5,000.00
C · Fire House Rent	0.00	1,200.00	-1,200.00
D · Grant Income			
D-4 · 2018 50/50 Grant	0.00	5,000.00	-5,000.00
Total D · Grant Income	0.00	5,000.00	-5,000.00
G · Interest Income	1.05	100.00	-98.95
I · Service Area Disbursement	0.00	19,700.00	-19,700.00
J · Annexation	0.00	0.00	0.00
Total Income	1.05	268,000.00	-267,998.95
Gross Profit	1.05	268,000.00	-267,998.95
Expense			
1.0 · General			
1.1 · Professional Fees	0.00	4,000.00	-4,000.00
1.2 · Clerical	1,250.00	19,300.00	-18,050.00
1.3 · Office Expense	135.00	1,000.00	-865.00
1.4 · Fire House Maintenance	0.00	25,000.00	-25,000.00
1.5 · Bank Fee	0.00	50.00	-50.00
1.6 · CSDA Membership	0.00	550.00	-550.00
1.8 · Building Taxes/Solid Waste	0.00	1.00	-1.00
1.0 · General - Other	0.00	1,000.00	-1,000.00
Total 1.0 · General	1,385.00	50,901.00	-49,516.00
2.0 · Emergency Medical			
2.1 · EMS Training	0.00	3,500.00	-3,500.00
2.2 · EMS Medical Supplies	0.00	6,000.00	-6,000.00
Total 2.0 · Emergency Medical	0.00	9,500.00	-9,500.00
3.0 · Communications			
3.1 · Repeater Site Rental	1,809.00	2,500.00	-691.00
3.2 · Web Site	900.00	1,000.00	-100.00
3.3 · Communication Consulting/Repair	0.00	7,500.00	-7,500.00
3.0 · Communications - Other	0.00	1,000.00	-1,000.00
Total 3.0 · Communications	2,709.00	12,000.00	-9,291.00
4.0 · Fire Protection			
4.1 · Personal Protection Equipment	0.00	13,000.00	-13,000.00
4.2 · Grant Expense	0.00	10,000.00	-10,000.00
4.3 · Operating Supplies-Fire/Rescue	0.00	2,000.00	-2,000.00
4.4 · Portable Equipment	0.00	2,000.00	-2,000.00
4.5 · Equipment Repair & Maintenance	0.00	3,000.00	-3,000.00
4.6 · Fire Training	0.00	3,000.00	-3,000.00
4.7 · Fire Protection Verdi	0.00	48,000.00	-48,000.00
4.8 · Fire Protection Loyaltton	0.00	53,100.00	-53,100.00
4.9 · Fire Labor	0.00	3,000.00	-3,000.00
4.0 · Fire Protection - Other	0.00	0.00	0.00
Total 4.0 · Fire Protection	0.00	137,100.00	-137,100.00

Sierra County Fire Protection District #1

Profit & Loss Budget vs. Actual

July 2020

08/10/20

Accrual Basis

	Jul 20	Budget	\$ Over Budget
5.0 · Insurance			
5.1 · Workmens Comp	7,003.12	15,000.00	-7,996.88
5.2 · Liability	0.00	12,000.00	-12,000.00
5.3 · Firefighter Insurance	0.00	2,500.00	-2,500.00
Total 5.0 · Insurance	7,003.12	29,500.00	-22,496.88
6.0 · Vehicle Repair & Maintenance			
6.1 · Fuel	148.34	6,000.00	-5,851.66
6.2 · Labor - Vehicles	607.50	8,500.00	-7,892.50
6.3 · Parts	440.45	6,000.00	-5,559.55
6.4 · Pump Testing	0.00	3,500.00	-3,500.00
6.5 · Taxes & Licenses	0.00	500.00	-500.00
6.6 · Outside Repair Services	0.00	5,000.00	-5,000.00
6.7 · Tools Auto	222.23		
Total 6.0 · Vehicle Repair & Maintenance	1,418.52	29,500.00	-28,081.48
7.0 · Utilities			
7.1 · Electric	282.46	3,800.00	-3,517.54
7.2 · Propane	0.00	5,000.00	-5,000.00
7.3 · Water	0.00	499.00	-499.00
7.4 · Trash & Solid Waste	0.00	1,000.00	-1,000.00
7.5 · Telephone	79.68	6,500.00	-6,420.32
7.6 · Internet	218.00	2,616.00	-2,398.00
Total 7.0 · Utilities	580.14	19,415.00	-18,834.86
8.0 · Capital Asset Expenses			
8.1 · USDA Rescue Truck Loan Payment	0.00	6,500.00	-6,500.00
8.4 · Mitigation Fee Study/Expenses	0.00	7,000.00	-7,000.00
Total 8.0 · Capital Asset Expenses	0.00	13,500.00	-13,500.00
Total Expense	13,095.78	301,416.00	-288,320.22
Net Income	-13,094.73	-33,416.00	20,321.27

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Accrual Basis

Sierra County Fire Protection District #1

Balance Sheet

As of July 31, 2020

	Jul 31, 20
ASSETS	
Current Assets	
Checking/Savings	
100 · Sierra County Fund 4530000	42,621.24
105 · Sierra County Investment Pool	107,107.61
110 · Wells Fargo 7568	43,906.65
115 · Wells Fargo Savings 6564	50,306.82
Total Checking/Savings	243,942.32
Accounts Receivable	
11000 · Accounts Receivable	1,200.00
Total Accounts Receivable	1,200.00
Other Current Assets	
144 · Grant Receivable	1,217.50
Total Other Current Assets	1,217.50
Total Current Assets	246,359.82
Fixed Assets	
150 · Buildings and Land	311,412.14
152 · Equipment	107,645.87
154 · Vehicles	530,852.81
160 · Accumulated Depreciation	-504,728.00
Total Fixed Assets	445,182.82
TOTAL ASSETS	691,542.64
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	10,024.10
Total Accounts Payable	10,024.10
Total Current Liabilities	10,024.10
Long Term Liabilities	
250 · USDA Loan	42,364.56
Total Long Term Liabilities	42,364.56
Total Liabilities	52,388.66
Equity	
30000 · Opening Balance Equity	1,533.63
302 · Investment in Fixed Assets	398,274.18
304 · Annex Reserve	5,149.00
306 · Rolling Stock Replenish Reserve	8,822.00
308 · Special Fund Reserve	3,621.00
310 · Retained Earnings	234,848.90
Net Income	-13,094.73
Total Equity	639,153.98
TOTAL LIABILITIES & EQUITY	691,542.64

Sierra County Fire Protection District #1
Banking Activity Detail
 July 1 - July 31, 2020

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 08/10/20

Accrual Basis

Type	Date	Num	Name	Memo	CI	Split	Amount	Balance
100 - Sierra County Fund 4530000								
Total 100 - Sierra County Fund 4530000								42,621.24
105 - Sierra County Investment Pool								
Total 105 - Sierra County Investment Pool								107,107.61
110 - Wells Fargo 7568								
Bill Pmt -Check	07/13/2020	7036	ComSites West	Annual License Fee 7/01/20-06/30/21	X	*Accounts Payable	-1,809.00	11,816.92
Bill Pmt -Check	07/13/2020	7037	O'Reilly Automotive	Battery charger, moulding, filter, rainX etc	X	*Accounts Payable	-219.05	10,007.92
Bill Pmt -Check	07/13/2020	7038	Kelly Champion	3hrs acquisition and set up of two station laptops, 1 printer	X	*Accounts Payable	-135.00	9,788.87
Bill Pmt -Check	07/13/2020	7039	Kelly Champion	July	X	*Accounts Payable	-1,250.00	9,653.87
Transfer	07/22/2020			Funds Transfer	X	115 - Wells Fargo Savings 6564	35,000.00	8,403.87
Deposit	07/30/2020			Deposit	X	-SPLIT-	502.36	43,403.87
Deposit	07/31/2020			Interest	X	G - Interest Income	0.42	43,906.23
Total 110 - Wells Fargo 7568							32,089.73	43,906.65
115 - Wells Fargo Savings 6564								
Transfer	07/22/2020			Funds Transfer	X	110 - Wells Fargo 7568	-35,000.00	85,306.19
Deposit	07/31/2020			Interest	X	G - Interest Income	0.63	50,306.19
Total 115 - Wells Fargo Savings 6564							-34,999.37	50,306.82
TOTAL							-2,909.64	243,942.32

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Sierra County Fire Protection District #1
Reconciliation Summary
110 - Wells Fargo 7568, Period Ending 07/31/2020

	<u>Jul 31, 20</u>
Beginning Balance	49,502.90
Cleared Transactions	
Checks and Payments - 21 items	-39,597.74
Deposits and Credits - 3 items	35,502.78
	<u>-4,094.96</u>
Total Cleared Transactions	<u>-4,094.96</u>
Cleared Balance	<u><u>45,407.94</u></u>
Uncleared Transactions	
Checks and Payments - 11 items	-3,764.29
Deposits and Credits - 2 items	2,263.00
	<u>-1,501.29</u>
Total Uncleared Transactions	<u>-1,501.29</u>
Register Balance as of 07/31/2020	<u><u>43,906.65</u></u>
Ending Balance	43,906.65

Sierra County Fire Protection District #1

Reconciliation Detail

110 - Wells Fargo 7568, Period Ending 07/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						49,502.90
Cleared Transactions						
Checks and Payments - 21 items						
Bill Pmt -Check	05/14/2020	6980	Jeff McCollum	X	-520.25	-520.25
Bill Pmt -Check	05/14/2020	6972	Alex Macy	X	-368.00	-888.25
Bill Pmt -Check	05/14/2020	6995	Tami McCollum	X	-136.00	-1,024.25
Bill Pmt -Check	06/30/2020	7029	L.N. Curtis & Sons	X	-28,957.70	-29,981.95
Bill Pmt -Check	06/30/2020	7035	Hansford Economic ...	X	-2,087.40	-32,069.35
Bill Pmt -Check	06/30/2020	7028	Tom Rowson	X	-1,933.22	-34,002.57
Bill Pmt -Check	06/30/2020	7032	Rudy Hoyos Repair	X	-630.00	-34,632.57
Bill Pmt -Check	06/30/2020	7027	Sierraville Service & ...	X	-369.01	-35,001.58
Bill Pmt -Check	06/30/2020	7034	Sierraville Service & ...	X	-296.07	-35,297.65
Bill Pmt -Check	06/30/2020	7030	Plumas Sierra REC	X	-285.85	-35,583.50
Bill Pmt -Check	06/30/2020	7031	Plumas Sierra Telec...	X	-218.00	-35,801.50
Bill Pmt -Check	06/30/2020	7026	O'Reily Automotive	X	-124.85	-35,926.35
Bill Pmt -Check	06/30/2020	7025	Kelly Champion	X	-94.21	-36,020.56
Bill Pmt -Check	06/30/2020	7022	AT&T	X	-57.73	-36,078.29
Bill Pmt -Check	06/30/2020	7024	Intermountain Dispo...	X	-46.17	-36,124.46
Bill Pmt -Check	06/30/2020	7033	Sierraville Public Util...	X	-41.00	-36,165.46
Bill Pmt -Check	06/30/2020	7023	AT&T- Calpine	X	-19.23	-36,184.69
Bill Pmt -Check	07/13/2020	7036	ComSites West	X	-1,809.00	-37,993.69
Bill Pmt -Check	07/13/2020	7039	Kelly Champion	X	-1,250.00	-39,243.69
Bill Pmt -Check	07/13/2020	7037	O'Reily Automotive	X	-219.05	-39,462.74
Bill Pmt -Check	07/13/2020	7038	Kelly Champion	X	-135.00	-39,597.74
Total Checks and Payments					-39,597.74	-39,597.74
Deposits and Credits - 3 items						
Transfer	07/22/2020			X	35,000.00	35,000.00
Deposit	07/30/2020			X	502.36	35,502.36
Deposit	07/31/2020			X	0.42	35,502.78
Total Deposits and Credits					35,502.78	35,502.78
Total Cleared Transactions					-4,094.96	-4,094.96
Cleared Balance					-4,094.96	45,407.94
Uncleared Transactions						
Checks and Payments - 11 items						
Check	07/09/2019	6826	O'Reily Automotive		-507.21	-507.21
Check	09/10/2019	6857	State Compensation...		-451.32	-958.53
Check	10/08/2019	6870	AT&T		-59.03	-1,017.56
Check	12/10/2019	6900	AT&T		-118.44	-1,136.00
Check	12/10/2019	6907	Mick Connolly		-72.47	-1,208.47
Check	12/10/2019	6898	Jeanne Klose		-50.00	-1,258.47
Check	03/10/2020	6941	Shana Alley		-1,253.00	-2,511.47
Check	03/10/2020	6935	AT&T		-59.57	-2,571.04
Check	04/14/2020	6950	Shana Alley		-1,010.00	-3,581.04
Bill Pmt -Check	05/14/2020	6979	Jeannie Klose		-98.25	-3,679.29
Bill Pmt -Check	05/14/2020	6976	James Asher		-85.00	-3,764.29
Total Checks and Payments					-3,764.29	-3,764.29
Deposits and Credits - 2 items						
General Journal	06/30/2020	15	Shana Alley		1,010.00	1,010.00
General Journal	06/30/2020	15	Shana Alley		1,253.00	2,263.00
Total Deposits and Credits					2,263.00	2,263.00
Total Uncleared Transactions					-1,501.29	-1,501.29
Register Balance as of 07/31/2020					-5,596.25	43,906.65
Ending Balance					-5,596.25	43,906.65

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Sierra County Fire Protection District #1
Reconciliation Summary
115 - Wells Fargo Savings 6564, Period Ending 06/30/2020

	<u>Jun 30, 20</u>
Beginning Balance	-186,664.52
Cleared Transactions	
Checks and Payments - 2 items	-50,148.80
Deposits and Credits - 5 items	322,119.51
Total Cleared Transactions	<u>271,970.71</u>
Cleared Balance	<u>85,306.19</u>
Register Balance as of 06/30/2020	85,306.19
New Transactions	
Checks and Payments - 1 item	<u>-35,000.00</u>
Total New Transactions	<u>-35,000.00</u>
Ending Balance	<u><u>50,306.19</u></u>

Sierra County Fire Protection District #1
Reconciliation Detail
115 - Wells Fargo Savings 6564, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						-186,664.52
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	06/11/2020			X	-45,000.00	-45,000.00
General Journal	06/30/2020	16		X	-5,148.80	-50,148.80
Total Checks and Payments					-50,148.80	-50,148.80
Deposits and Credits - 5 items						
General Journal	06/30/2019			X	114,046.84	114,046.84
General Journal	12/20/2019	21	Sierra County Tax C...	X	117,714.76	231,761.60
General Journal	05/15/2020	22		X	85,208.29	316,969.89
Deposit	06/30/2020			X	0.82	316,970.71
General Journal	06/30/2020	16		X	5,148.80	322,119.51
Total Deposits and Credits					322,119.51	322,119.51
Total Cleared Transactions					271,970.71	271,970.71
Cleared Balance					271,970.71	85,306.19
Register Balance as of 06/30/2020					271,970.71	85,306.19
New Transactions						
Checks and Payments - 1 item						
Transfer	07/22/2020				-35,000.00	-35,000.00
Total Checks and Payments					-35,000.00	-35,000.00
Total New Transactions					-35,000.00	-35,000.00
Ending Balance					236,970.71	50,306.19

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Sierra County Fire Protection District #1
Reconciliation Summary
115 · Wells Fargo Savings 6564, Period Ending 07/31/2020

	<u>Jul 31, 20</u>	
Beginning Balance		85,306.19
Cleared Transactions		
Checks and Payments - 1 item	-35,000.00	
Deposits and Credits - 1 item	0.63	
Total Cleared Transactions	<u>-34,999.37</u>	
Cleared Balance		<u>50,306.82</u>
Register Balance as of 07/31/2020		50,306.82
Ending Balance		50,306.82

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Sierra County Fire Protection District #1
Reconciliation Detail
115 - Wells Fargo Savings 6564, Period Ending 07/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						85,306.19
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	07/22/2020			X	-35,000.00	-35,000.00
Total Checks and Payments					-35,000.00	-35,000.00
Deposits and Credits - 1 item						
Deposit	07/31/2020			X	0.63	0.63
Total Deposits and Credits					0.63	0.63
Total Cleared Transactions					-34,999.37	-34,999.37
Cleared Balance					-34,999.37	50,306.82
Register Balance as of 07/31/2020					-34,999.37	50,306.82
Ending Balance					-34,999.37	50,306.82

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Sierra County Fire Protection District #1
Reconciliation Summary
105 - Sierra County Investment Pool, Period Ending 06/30/2020

	<u>Jun 30, 20</u>
Beginning Balance	105,055.64
Cleared Transactions	
Deposits and Credits - 4 items	<u>2,051.97</u>
Total Cleared Transactions	<u>2,051.97</u>
Cleared Balance	<u><u>107,107.61</u></u>
Register Balance as of 06/30/2020	107,107.61
Ending Balance	107,107.61

Sierra County Fire Protection District #1
Reconciliation Detail
105 - Sierra County Investment Pool, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
						105,055.64
Beginning Balance						
Cleared Transactions						
Deposits and Credits - 4 items						
General Journal	12/31/2019	17		X	528.97	528.97
General Journal	12/31/2019	17		X	582.27	1,111.24
General Journal	03/31/2020	18		X	467.06	1,578.30
General Journal	06/30/2020	19		X	473.67	2,051.97
Total Deposits and Credits					2,051.97	2,051.97
Total Cleared Transactions					2,051.97	2,051.97
Cleared Balance					2,051.97	107,107.61
Register Balance as of 06/30/2020					2,051.97	107,107.61
Ending Balance					2,051.97	107,107.61

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Sierra County Fire Protection District #1
Reconciliation Summary
100 · Sierra County Fund 4530000, Period Ending 06/30/2020

	<u>Jun 30, 20</u>
Beginning Balance	29.03
Cleared Transactions	
Checks and Payments - 4 items	-221,010.12
Deposits and Credits - 15 items	263,602.33
	<u>42,592.21</u>
Total Cleared Transactions	
Cleared Balance	<u><u>42,621.24</u></u>
Register Balance as of 06/30/2020	42,621.24
Ending Balance	42,621.24

Sierra County Fire Protection District #1
Reconciliation Detail
100 · Sierra County Fund 4530000, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						29.03
Cleared Transactions						
Checks and Payments - 4 items						
General Journal	12/13/2019	20	Sierra County Tax C...	X	-17,824.57	-17,824.57
General Journal	12/20/2019	21	Sierra County Tax C...	X	-117,714.76	-135,539.33
General Journal	05/15/2020	22		X	-85,208.29	-220,747.62
General Journal	05/22/2020	23	Sierra County Tax C...	X	-262.50	-221,010.12
Total Checks and Payments					-221,010.12	-221,010.12
Deposits and Credits - 15 items						
Deposit	07/05/2019			X	1,418.75	1,418.75
Deposit	09/17/2019			X	1,697.50	3,116.25
Deposit	10/04/2019			X	2,933.75	6,050.00
Deposit	12/10/2019			X	128,235.29	134,285.29
Deposit	12/31/2019			X	12.68	134,297.97
Deposit	12/31/2019			X	88.57	134,386.54
Deposit	02/26/2020			X	4,248.75	138,635.29
Deposit	03/31/2020			X	2.24	138,637.53
Deposit	04/14/2020			X	82,171.87	220,809.40
Deposit	05/14/2020			X	2,730.00	223,539.40
General Journal	05/31/2020	24	Sierra County Tax C...	X	3,258.75	226,798.15
General Journal	06/02/2020	25	Sierra County Tax C...	X	2,193.75	228,991.90
General Journal	06/30/2020	27	Sierra County Tax C...	X	146.87	229,138.77
General Journal	06/30/2020	26	Sierra County Tax C...	X	5,685.00	234,823.77
Deposit	06/30/2020			X	28,778.56	263,602.33
Total Deposits and Credits					263,602.33	263,602.33
Total Cleared Transactions					42,592.21	42,592.21
Cleared Balance					42,592.21	42,621.24
Register Balance as of 06/30/2020					42,592.21	42,621.24
Ending Balance					42,592.21	42,621.24

Sierra County Fire Protection District #1

Unpaid Bills Detail

As of August 15, 2020

Type	Date	Num	Due Date	Aging	Open Balance
AT&T					
Bill	07/20/2020	000015071276	08/26/2020		60.45
Total AT&T					60.45
AT&T- Calpine					
Bill	07/20/2020	000015071278	08/26/2020		19.23
Total AT&T- Calpine					19.23
Hansford Economic Consulting LLC					
Bill	08/03/2020	168	08/03/2020	12	657.50
Total Hansford Economic Consulting LLC					657.50
Intermountain Disposal Inc.					
Bill	06/30/2020	66909	07/30/2020	16	46.17
Total Intermountain Disposal Inc.					46.17
Kelly Champion					
Bill	08/04/2020	08.04.20	08/04/2020	11	317.83
Bill	08/09/2020	1752	08/09/2020	6	315.00
Bill	08/15/2020	08.15.20	08/15/2020		1,250.00
Total Kelly Champion					1,882.83
Mick Connolly					
Bill	08/06/2020	08.06.20	08/06/2020	9	446.94
Total Mick Connolly					446.94
Mountain Messenger					
Bill	08/06/2020	1183	08/16/2020		93.10
Total Mountain Messenger					93.10
O'Reily Automotive					
Bill	07/13/2020	4426186598	08/20/2020		92.03
Bill	07/17/2020	4426188081	08/20/2020		178.00
Total O'Reily Automotive					270.03
Plumas Sierra REC					
Bill	07/31/2020	2867	08/21/2020		86.85
Bill	07/31/2020	3656	08/21/2020		50.83
Bill	07/31/2020	5410	08/21/2020		36.35
Bill	07/31/2020	17453	08/21/2020		72.08
Bill	07/31/2020	3310	08/21/2020		36.35
Total Plumas Sierra REC					282.46
Plumas Sierra Telecommunications					
Bill	07/31/2020	65061	08/21/2020		109.00
Bill	07/31/2020	64988	08/21/2020		109.00
Total Plumas Sierra Telecommunications					218.00
Rudy Hoyos Repair					
Bill	07/31/2020	07.31.20	08/30/2020		607.50
Total Rudy Hoyos Repair					607.50
Sierra Valley Home Center					
Bill	07/06/2020	187027	07/16/2020	30	47.18
Bill	07/06/2020	187026	07/16/2020	30	126.42
Total Sierra Valley Home Center					173.60

1:57 PM

08/10/20

Sierra County Fire Protection District #1

Unpaid Bills Detail

As of August 15, 2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Sierraville Public Utilities District					
Bill	08/01/2020	10897	08/31/2020		41.00
Total Sierraville Public Utilities District					41.00
Sierraville Service & County Store					
Bill	07/04/2020	1615	08/11/2020	4	148.34
Total Sierraville Service & County Store					148.34
State Compensation Ins. Fund					
Bill	07/13/2020	9013012-19	08/07/2020	8	7,298.32
Total State Compensation Ins. Fund					7,298.32
Streamline/Digital Deployment Inc					
Bill	07/31/2020	106228	08/30/2020		900.00
Total Streamline/Digital Deployment Inc					900.00
TOTAL					13,145.47

- 1) Recognize that the contract secretary- treasurer needs to be a "limited signer" in order to have electronic access to accounts to produce work products for the District.
 - a. Do we want to set limits on checks that can be signed by Kelly?
 - b. Is that "0.00" as a practice?
- 2) Do we want all commissioners to be signers for our "two signature checks"? **Yes**
 - a. We sign most of our checks at our meetings. It is difficult to participate in the meeting while signing checks. **Do before or after meeting**
 - b. Candace might not attend many meetings in person especially in the winter.
- 3) Do we want to connect a credit or debit card to our checking account? **Credit card available through WF**
 - a. Card would be used for purchase avoiding the need for Staff or Commissioners to use personal cards. E.G DMV expenses, Computer Purchase
 - b. Laurie is familiar with a different card through a state program.
 - c. Perception of risk that a card could be used for non-district purchases **Create a credit card policy and have each cardholder sign an agreement that spells out limitations including no personal use. I propose starting with just one card to reduce accounting and gathering receipts, but whatever suites the Districts needs will work accounting-wise.**
 - d. We are not likely to send an engine or tender out as part of strike team or taskforce.
- 4) Should any new Financial Policy trigger a change in bylaws or trigger development of a policy handbook? **I have searched for and not found any policies related to purchasing limits. Some places add in things like purchasing locally if feasible or seeking products with recycled content. The question is what types of things can the credit card be used for and what are the limits for both the amount of credit the card has and per purchase. \$2,000, \$5,000, more?**
- 5) We should make use of policy statements made available by CSDA? **I looked briefly at their website, may have to call them for more information.**
- 6) Do we want a committee formed to shepherd this effort?