

May 11, 2021 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
FIRE COMMISSIONERS MEETING AGENDA
VFW HALL, 801 BRIDGE STREET, VERDI, NV

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA "CONFERENCE CALL". THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL (701) 802-5316 AND USE ACCESS CODE 5188908.

CALL TO ORDER:

Roll Call of Commissioners

{ } Tom Rowson, Chairperson { } Richard Maddalena { } Laurie Belli { } Tom Archer
{ } Candy Hunter { } Shawn Burt { } Vacant
Quorum Yes/No

PUBLIC INTRODUCTION:

PUBLIC COMMENT:

Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of three minutes.

MINUTES APPROVAL: Approval of the Minutes: 4/13/21

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of April 30, 2021 **H**
2. Approve Bill Payments including Loyalton Fire Department service area agreement payment **H**

REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:

1. Chief's Report (Response Summary, Fleet, Communications System, Faculties) (Mick)
2. Training / Recruitment/ Retention (Mick)
3. EMS (Mick)
4. Medical Supplies
5. Class B Uniforms/Status of resupply of uniform caps and T-shirts
6. Re-number apparatus to match assigned stations

UNFINISHED BUSINESS:

1. Update on Website (Kelly, Mick)
2. Status of appeal for fire services rendered during the Loyalton Fire (Rick/Kelly)
3. Discussion/Action regarding completion of metal siding on Calpine Fire Station (Rick)
4. Discussion of 2021/2022 Budget (Laurie)
5. Status of having dozers designated to SCFPD#1 for faster response and potential income source (Mick)
6. Status of generator purchase for Calpine and Sierraville stations from PSPS Grant funds (Rick)
7. Status of exploring budget feasibility and pay structure for District Chief compensation (Laurie)
8. Status of septic leak nuisance complaint (Tom R)

NEW BUSINESS:

1. Discussion/Status of Truckee Meadows Fire Protection allowing Verdi and Long Valley (Sierra County) into their newly developed Community Connect program. (Candy)
2. Approve purchase of 2008 Chev ¾ ton extended cab from Cal Fire excess property fleet for \$6,000 to replace Command vehicle
3. Discussion/Action regarding letter of support for Sierra Valley Community Fire Protection Project being proposed for funding through CalFire CCI, Fire Prevention Grant Program

ANNOUNCEMENTS AND COMMENTS:

NEXT SCHEDULED MEETING: June 8, 2021 at 6:00pm in Sierraville

ADJOURNMENT:

Key: T – Tabled from previous meeting H – Handout

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER, PLEASE CALL 530.604.4013 AHEAD IF YOU NEED ANY ACCOMODATIONS.

April 13, 2021 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
FIRE COMMISSIONERS MEETING AGENDA MINUTES
FIRE STATION 82, SIERRAVILLE CA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA "CONFERENCE CALL". THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL (701) 802-5316 AND USE ACCESS CODE 5188908.

CALL TO ORDER: 6:03 pm

Roll Call of Commissioners

{ X } Tom Rowson, Chairperson	{ X } Richard Maddalena	{ X } Laurie Belli	{ X } Tom Archer
{ X } Candy Hunter remote	{ } Shawn Burt	{ } Vacant	
Quorum Yes/No			

PUBLIC INTRODUCTION: Paul Roen- Citizen/Supervisor, Chief Connolly, Kelly Champion- Clerk

PUBLIC COMMENT: None

Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of three minutes.

MINUTES APPROVAL: Approval of the Minutes: 3/9/21 **Commissioner Archer moved to approved the minutes, Commissioner Belli seconded. 5 Ayes (Maddalena, Belli, Archer, Hunter, Rowson), motion passes.**

Commissioner Archer made a motion to move up Item 8 under Reports & Requests for discussion first coupled with a motion and second from Commissioner Maddalena to include Item 1 under Unfinished Business. 5 Ayes (Maddalena, Belli, Archer, Hunter, Rowson), motion passes.

8. Discussion/Action regarding having dozers designated to SCFPD#1 for faster response and potential income source to the District (Mick)

Mr. Roen presented the potential option for having his heavy equipment on contract for local response to incidents. The Commission discussed the advantages to having local dozer response time and the economic benefit of overhead revenue. The Commission expressed their interest to Mr. Roen and ask that he bring it back for further discussion once more information was available.

1. Calpine Fire Station Well Update (Rick/Shawn)

Commissioner Maddalena went over what he and Shawn had come up with for potential options to make the well useful to the District. The best potential option/value was to utilize the water source in the summer only since year-round frost-free maintenance was not feasible. It was the consensus of the Commission that it was not in the best interest of the District to take on the well project.

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of March 31, 2021 H
2. Approve Bill Payments H

Kelly reviewed the Financials and Bills with the Commission. Going further she would be presenting condensed Financials for Commission Meetings while continuing to provide the detailed/expanded reports to the Finance Committee. She expressed difficulty still in obtaining Fire Impact Fee revenues from the County Planning Department. Supervisor Roen asked that she include him in her correspondence with the Planning Department. Commissioner Archer moved to approved the minutes, Commissioner Maddalena seconded. 5 Ayes (Maddalena, Belli, Archer, Hunter, Rowson), motion passes.

REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:

1. Chief's Report (Response Summary, Fleet, Communications System, Faculties) (Mick) **Chief Connolly reported that replacing the Command vehicle was still a priority and that Brush 84 was a second priority as it was having transmission and pump issues. A member of the public had inquired about putting back up the signs at the Sattley Station and the old station in Calpine.**
2. Training / Recruitment/ Retention (Mick) **Recent trainings were on NorCal protocols, patient assessments and Type I structures. Currently 13 active and 4 reserve volunteers, 4 of which will be EMT's.**
3. EMS (Mick) **OK**
4. Medical Supplies **OK**
5. Class B Uniforms **Patches had arrived, badges taking longer than expected, still working on getting accurate sizes.**
6. Re-number apparatus to match assigned stations **Decals received and planned to have all apparatuses renumbered by the end of the month.**

7. Discussion/Action regarding ways to improve residential addressing (signing) for residents within the District (Mick) **Chief Connolly went over the issue of not being able to read residential addresses. Commissioners discussed the capacity to make addresses and options to get the word out to the community.**
8. Discussion/Action regarding having dozers designated to SCFPD#1 for faster response and potential income source to the District (Mick) **Moved to first item above.**
9. Discussion/Action regarding resupply of uniform caps and T-shirts (Mick) **Commissioner Archer moved to approve the purchase of hats and T-shirts up to \$500, Commissioner Hunter seconded. Commissioner Archer moved to approved the minutes, Commissioner Belli seconded. 5 Ayes (Maddalena, Belli, Archer, Hunter, Rowson), motion passes.**

7:02 Commissioner Hunter left the meeting

Commissioner Maddalena and Chief Connolly to meet to go over the requirements and ordering of wildland gear for PPE 50/50 grant.

UNFINISHED BUSINESS:

1. Calpine Fire Station Well Update (Rick/Shawn) **Moved to second item above.**
2. Update on Website (Kelly, Mick) **Mick and Kelly working together on content.**
3. Status of appeal for fire services rendered during the Loyaltan Fire (Rick/Kelly) **Appeal had been submitted to FEMA by CalOES on District's behalf, waiting for final determination.**
4. Discussion/Action regarding completion of metal siding on Calpine Fire Station (Rick) **Waiting for estimate.**
5. Discussion/Action regarding procurement of Command vehicle **Commissioner Maddalena discussed options he had found on two trucks for \$6,000 ea. Commissioners asked Chief Connolly to look at the trucks to help with making a decision to purchase.**
6. Discussion of 2021/2022 Budget (Laurie) **Commissioner Belli reviewed the Budget Priority list with the Commission. She would draft a Preliminary Budget for next fiscal year to review at the next meeting in preparation for adoption in June.**
7. Status of software purchase and swap of computer to create a single purpose computer for Clerk (Kelly) **Kelly had not completed the computer swap and software purchase/install yet.**

NEW BUSINESS:

1. Discussion/Action review of financial statement for FYE June 30, 2020 presented by City of Loyaltan regarding Loyaltan Fire expenditures (Kelly) **Commissioners reviewed the statement present by the City of Loyaltan. Chairperson Rowson clarified that the District funding was getting allocated to the Fire Department and spent according to the service area agreement.**
2. Discussion/Action regarding PSPS grant funds awarded to SCFPD#1 (Rick/Tom R) **Commissioner Maddalena reviewed the estimates presented and it was discussed that there likely would not be enough funds to supply all three stations with new generators. Commissioner Archer moved to authorize the purchase of generators as presented by PowerGen for the Sierraville and Calpine Stations, Commissioner Belli seconded. 4 Ayes (Maddalena, Belli, Archer, Rowson), motion passes.**
3. Approval of purchase of sweatshirts in the amount of \$338.28 (Rick) **Commissioner Belli moved to approve the purchase, Commissioner Archer seconded. 4 Ayes (Maddalena, Belli, Archer, Rowson), motion passes.**
4. Discussion/Action regarding consideration of submitting nuisance complaint regarding septic leak (Tom A/Rick) **Commissioner Maddalena went over the situation regarding a property next to the Sierraville Station with a septic leak and the hazards it presented to the Station. Commissioner Archer made a motion that the District draft a Letter of Complaint to the County regarding the health and fire hazard, Chairperson Rowson seconded. 4 Ayes (Maddalena, Belli, Archer, Rowson), motion passes.**
5. Discussion/Action regarding exploring budget feasibility and pay structure for District Chief compensation (Mick) **Chief Connolly opened the topic by saying that the District's most valuable asset was the members, their training and retention. He has brought many new members and trainings to the District and he puts a lot of his time into his position as Chief. He asked that the Commission consider his request for compensation as it would allow him to dedicate even more of his time to bettering the District. Commissioner Archer felt that it was a fair and reasonable request. It was the consensus of the Commission to discuss further and Chief Connolly was asked to survey what other Districts were doing.**

ANNOUNCEMENTS AND COMMENTS:

NEXT SCHEDULED MEETING: May 11, 2021 at 6:00pm (Discussion about a potential meeting in Verdi)

ADJOURNMENT: 8:42 pm

Key: T – Tabled from previous meeting H – Handout

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Sierra County Fire Protection District #1
Profit & Loss Budget vs. Actual
 July 2020 through April 2021

	<u>Jul '20 - Apr 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
A · Tax Income	233,968.31	249,700.00	-15,731.69	93.7%
B · Fire Income	25,981.00	5,000.00	20,981.00	519.6%
C · Fire House Rent	1,200.00	1,200.00	0.00	100.0%
D · Grant Income	36,819.60	5,000.00	31,819.60	736.4%
G · Interest Income	201.82	100.00	101.82	201.8%
I · Service Area Disbursement	0.00	0.00	0.00	0.0%
J · Annexation	0.00	0.00	0.00	0.0%
M · Mitigation Fees	0.00	0.00	0.00	0.0%
Total Income	<u>298,170.73</u>	<u>261,000.00</u>	<u>37,170.73</u>	<u>114.2%</u>
Gross Profit	298,170.73	261,000.00	37,170.73	114.2%
Expense				
1.0 · General	56,400.65	50,900.00	5,500.65	110.8%
10.0 · Miscellaneous Expense	693.43			
2.0 · Emergency Medical	3,055.52	9,500.00	-6,444.48	32.2%
3.0 · Communications	3,000.45	12,000.00	-8,999.55	25.0%
4.0 · Fire Protection	94,674.16	137,100.00	-42,425.84	69.1%
5.0 · Insurance	23,442.87	29,500.00	-6,057.13	79.5%
6.0 · Vehicle Repair & Maintenance	15,348.23	29,500.00	-14,151.77	52.0%
7.0 · Utilities	13,416.85	19,415.00	-5,998.15	69.1%
8.0 · Capital Asset Expenses	6,088.00	6,500.00	-412.00	93.7%
9.0 · Mitigation Fee Expenditures	0.00	0.00	0.00	0.0%
Total Expense	<u>216,120.16</u>	<u>294,415.00</u>	<u>-78,294.84</u>	<u>73.4%</u>
Net Income	<u><u>82,050.57</u></u>	<u><u>-33,415.00</u></u>	<u><u>115,465.57</u></u>	<u><u>-245.6%</u></u>

Sierra County Fire Protection District #1
Balance Sheet
As of April 30, 2021

	<u>Apr 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
105 · Sierra County Investment Pool	107,107.61
110 · Wells Fargo Operating 7568	155,592.52
115 · Wells Fargo Savings 6564	50,310.58
Total Checking/Savings	<u>313,010.71</u>
Other Current Assets	
142 · Other Receivable	23,861.00
Total Other Current Assets	<u>23,861.00</u>
Total Current Assets	336,871.71
Fixed Assets	
150 · Buildings and Land	311,412.14
152 · Equipment	136,603.37
154 · Vehicles	530,852.81
160 · Accumulated Depreciation	-535,484.00
Total Fixed Assets	<u>443,384.32</u>
TOTAL ASSETS	<u><u>780,256.03</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	2,178.92
Total Accounts Payable	<u>2,178.92</u>
Credit Cards	
6729 · US Bank CalCard	1,115.61
Total Credit Cards	<u>1,115.61</u>
Other Current Liabilities	
210 · Fire Labor Payables	13,292.88
Total Other Current Liabilities	<u>13,292.88</u>
Total Current Liabilities	16,587.41
Long Term Liabilities	
250 · USDA Loan	42,364.56
Total Long Term Liabilities	<u>42,364.56</u>
Total Liabilities	58,951.97
Equity	
30000 · Opening Balance Equity	16,546.23
302 · Investment in Fixed Assets	401,019.76
307 · Mitigation Fee Reserve	1,775.42
310 · Retained Earnings	219,912.08
Net Income	82,050.57
Total Equity	<u>721,304.06</u>
TOTAL LIABILITIES & EQUITY	<u><u>780,256.03</u></u>

Sierra County Fire Protection District #1
Banking Activity Detail

March 1 through March 31, 2021

Accrual Basis

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
105 · Sierra County Investment Pool								
Total	105 · Sierra County Investment Pool							
110 · Wells Fargo Operating 7568								
Deposit	04/01/2021			Deposit				107,107.61
Bill Pmt -Check	04/13/2021	7183	AT&T	9391059363	X	B.3 · South Fire - US Treas	1,026.00	107,107.61
Bill Pmt -Check	04/13/2021	7184	AT&T- Calpine	9391059370	X	20000 · *Accounts Payable	-68.36	25,508.28
Bill Pmt -Check	04/13/2021	7185	High Sierra Gas		X	20000 · *Accounts Payable	-21.83	25,439.92
Bill Pmt -Check	04/13/2021	7186	Intermountain Disposal ...		X	20000 · *Accounts Payable	-982.75	25,418.09
Bill Pmt -Check	04/13/2021	7187	Jeff McCollum	EMR Recertification	X	20000 · *Accounts Payable	-95.88	24,435.34
Bill Pmt -Check	04/13/2021	7188	Kelly Champion	Office Supplies- PO Books, envelopes, binder tabs	X	20000 · *Accounts Payable	-37.00	24,339.46
Bill Pmt -Check	04/13/2021	7189	Mick Connolly	Reimbursement for W&T Graphix, 50 Patches	X	20000 · *Accounts Payable	-38.01	24,302.46
Bill Pmt -Check	04/13/2021	7190	Myers-Stevens & Toohy	Account No. 1010151	X	20000 · *Accounts Payable	-389.16	24,264.45
Bill Pmt -Check	04/13/2021	7191	O'Reilly Automotive		X	20000 · *Accounts Payable	-2,320.00	21,555.29
Bill Pmt -Check	04/13/2021	7192	Plumas-Sierra REC		X	20000 · *Accounts Payable	-39.67	21,515.62
Bill Pmt -Check	04/13/2021	7193	Plumas-Sierra REC		X	20000 · *Accounts Payable	-334.12	21,181.50
Bill Pmt -Check	04/13/2021	7194	Plumas Ace Hardware		X	20000 · *Accounts Payable	-218.00	20,963.50
Bill Pmt -Check	04/13/2021	7195	Rudy Hoyos Repair		X	20000 · *Accounts Payable	-40.59	20,922.91
Bill Pmt -Check	04/13/2021	7196	Sierraville Public Utilitie...	41.5 @ \$15	X	20000 · *Accounts Payable	-622.50	20,300.41
Bill Pmt -Check	04/13/2021	7197	Tami McCollum	EMR Recertification	X	20000 · *Accounts Payable	-41.00	20,259.41
Bill Pmt -Check	04/15/2021	7198	Kelly Champion	April 2021	X	20000 · *Accounts Payable	-37.00	20,222.41
Bill Pmt -Check	04/21/2021	7199	W&T Graphix	10 Sweatshirts with Embroidery	X	20000 · *Accounts Payable	-1,250.00	18,972.41
General Journal	04/22/2021	43	USDA Forest Srv Fire ...	To record payment from USDA for Valley Fire Interest	X	20000 · *Accounts Payable	-338.28	18,634.13
Deposit	04/30/2021				X	142.1 · Valley Fire TNF Receiva...	1,094.00	19,728.13
					X	G · Interest Income	0.22	19,728.35
Total	110 · Wells Fargo Operating 7568							
115 · Wells Fargo Savings 6564								
Total	115 · Wells Fargo Savings 6564							
115.1 · Capital Asset Reserve								
Total	115.1 · Capital Asset Reserve							
115.2 · Mitigation Fees								
Total	115.2 · Mitigation Fees							
115 · Wells Fargo Savings 6564 - Other								
Deposit	04/30/2021			Interest	X	G · Interest Income	0.41	33,680.13
Total	115 · Wells Fargo Savings 6564 - Other							
Total	115 · Wells Fargo Savings 6564							
TOTAL	TOTAL							
							-4,753.52	177,146.54

Sierra County Fire Protection District #1
Unpaid Bills Detail
All Transactions

Type	Date	Num	Due Date	Aging	Open Balance
AT&T					
Bill	04/20/2021	000016357164	05/27/2021		135.92
Total AT&T					135.92
AT&T- Calpine					
Bill	04/20/2021	000016357166	05/27/2021		43.88
Total AT&T- Calpine					43.88
City of Loyalton					
Bill	05/11/2021	05.11.21	05/31/2021		22,448.11
Total City of Loyalton					22,448.11
High Sierra Gas					
Bill	04/08/2021	90176	05/08/2021		326.10
Total High Sierra Gas					326.10
Intermountain Disposal Inc.					
Bill	04/30/2021	04.30.21	05/31/2021		47.94
Total Intermountain Disposal Inc.					47.94
Kelly Champion					
Bill	05/08/2021	05.08.21	05/08/2021		38.52
Bill	05/15/2021	05.15.21	06/14/2021		1,250.00
Total Kelly Champion					1,288.52
O'Reilly Automotive					
Bill	04/07/2021	4426255647	05/20/2021		40.20
Total O'Reilly Automotive					40.20
Plumas-Sierra REC					
Bill	04/30/2021	3310	05/21/2021		36.35
Bill	04/30/2021	5410	05/21/2021		36.35
Bill	04/30/2021	17453	05/21/2021		95.12
Bill	04/30/2021	2867	05/21/2021		96.00
Bill	04/30/2021	3656	05/21/2021		47.58
Total Plumas-Sierra REC					311.40
Rudy Hoyos Repair					
Bill	04/30/2021	04.30.21	05/30/2021		600.00
Bill	04/30/2021	04.30.21	05/30/2021		180.00
Total Rudy Hoyos Repair					780.00
Rudy Hoyos Volunteer					
Bill	04/30/2021	Valley	06/29/2021		141.12
Bill	04/30/2021	South	06/29/2021		180.72
Total Rudy Hoyos Volunteer					321.84
Sierra Valley Home Center					
Bill	04/19/2021	195283	05/10/2021		47.58
Bill	04/15/2021	196704	05/10/2021		60.41
Bill	03/27/2021	194408	05/10/2021		35.65
Total Sierra Valley Home Center					143.64
William Keating					
Bill	04/13/2021	04.13.21	04/23/2021	15	28.00
Total William Keating					28.00
TOTAL					25,915.55



Sierra County Fire Protection District # 1
PO Box 255
Sierraville, CA 96126
www.sierracountyfireprotectiondistrict1.com

Commissioners
Thomas Rowson – Chairman
Rick Maddalena
Thomas Archer
Shawn Burt
Laurie Belli
Candy Hunter

May 11, 2021

City of Loyalton
Attn: Mayor Jackson
P.O. Box 128
Loyalton, CA 96118

To Whom it May Concern:

Enclosed is a check in the amount of \$22,448.11 for Fiscal Year 2020/21, distribution #2, of property tax pursuant to our Fire Service Agreement for fire and emergency medical service to areas outside of the City of Loyalton. The agreement specifies that these funds are to be used solely by the Loyalton Fire Department.

Also enclosed, for transparency purpose, is the April 16, 2021 memorandum from Sierra County Chief Deputy Auditor to our District regarding the distribution of taxes. Additionally, we are sending our worksheet calculating that portion being passed on to Loyalton per our agreement.

If you have questions, please direct them to Chairman Tom Rowson at 530.251.7772 or tkrowson@psln.com.

Respectfully,

Kelly Champion, Clerk
Sierra Co. FPD #1

CC: Chief Heywood, heywoodshawn@gmail.com and Assist. Chief DeMartini, rdemartini65@gmail.com

Sierra County
Auditing Department
P.O. Box 425
Downieville, CA 95936
(530) 289-3273 Fax (530) 289-2842



Memo

VID 0713
453-9999-7400

To: Sierra County Fire Protection District #1
From: Thomas Palmeri, Chief Deputy Auditor
Date: April 16, 2021
Re: Distribution of Taxes - April Apportionment

Enclosed, please find a check for tax distribution in the amount of	<u>\$ 99,564.17</u>
Current Secured Property Tax	92,194.06
Current Unsecured Property Tax	7,239.44
Building Fees	-
Prior Unsecured Property Tax	-
Supplemental Property Tax	-
Supplemental Unsecured	-
Timber Yield Tax	-
Fire Mitigation Fees	-
Homeowners Property Tax	-
Interest Apportionment	130.67
Property Tax Roll Fees	<u>-</u>
Subtotal	99,564.17
Less: Difference of cash balance and total distribution	
Total Check Amount Enclosed:	<u><u>\$ 99,564.17</u></u>

If you have any questions regarding this payment, please contact the Sierra County Auditor's Office at (530) 289-3273

Loyalton 20/21 Distribution #2
Per April 16, 2021 Memo from Sierra County Auditing Department

		<u>N/A</u>
Current Secured Property Tax	\$92,194.06	
Current Unsecured Property Tax	7,239.44	
Building Fees		
Prior Unsecured Property Tax		
Supplemental Property Tax		
Supplemental Unsecured Homeowners Property Tax		
Interest Apportionment		130.67
Property Tax Roll Fees		
	<u>\$99,433.50</u>	
Loyalton Assesed Value @ 26.56%	26,409.54	
SCFPD#1 Overhead @ 15%	(3,961.43)	
Total Payment to Loyalton Fire	<u>\$ 22,448.11</u>	

JAQUEZ CUSTOM CRAFT, INC.

Remodeling & New Construction

PROPOSAL AND CONTRACT

DATE: 4-20-21

Owner's Name

Sierra Valley Fire District Calpine Fire House

Owner's Address

PO Box 255

City, State, Zip

Sierraville CA 96126

Telephone

530-906-5081 - Rich Maddalena

We hereby propose to furnish all materials and equipment, and perform all labor necessary to complete the following work:
(Describe Labor, Materials and Equipment to be furnished)

Metal Siding - Facia & Dripedge - color - Brown

2-sides - East & West - 2 metal Prehung Doors

Install - Metal Panels 22' 8" tall. J trim on all windows & doors, and corner trim. Replace 2 doors with metal prehung, painted brown, using existing locksets. Cover facia boards with Brown J metal and dripedge

Materials & Labor @ 12,210 -

Please return top copy if accepted

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Twelve Thousand Two Hundred Ten dollars (\$ 12,210⁰⁰) with payment to be made as follows:

1st payment of 6,210 to begin project - materials
2nd payment of 6,000 - at completion of project

You, the homeowner (buyer) or tenant have the right to require the contractor to furnish you with a performance bond. You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. See attached Notice of Cancellation form for an explanation of this right. Cancellation by the buyer after the right to rescind has passed, shall be deemed a material breach of this agreement and entitles the contractor to damages. State law requires contractors to substantially commence work within twenty (20) days of the date indicated below. Failure to do so without lawful excuse is a violation of the law.

Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors. If a complaint is filed within three years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, CA 95826

RESPECTFULLY SUBMITTED,

JAQUEZ CUSTOM CRAFT, INC.
Remodeling & New Construction

Rudy Jaquez

Ca Lic. #725361

Phone: 530 993-1336

Post Office Box 741 • Loyalton, CA 96118

Note: This proposal may be withdrawn by us if not accepted within _____ days.

If accepted, work will begin (approximately) on

June 20 21

ACCEPTANCE

You are hereby authorized to furnish all material, equipment and labor required to complete the work described in the above proposal, for which the undersigned agrees to pay the amount stated in said proposal and according to the terms thereof. Any change involving extra cost of labor or materials will be executed only after submission and acceptance of a written change order.

DATE _____ 20 _____ SIGNATURE _____

JAQUEZ CUSTOM CRAFT, INC.

Remodeling & New Construction

PROPOSAL AND CONTRACT

DATE: 4-20-21

Owner's Name

Sierra Valley Fire District - Calpine Fire House

Owner's Address

P.O. Box 255

City, State, Zip

Sierraville CA 96126

Telephone

530-906-5081 - Rich Maddalena

We hereby propose to furnish all materials and equipment, and perform all labor necessary to complete the following work:
(Describe Labor, Materials and Equipment to be furnished)

Metal Siding - Facia Dripedge - color Brown

3 Sides - East-west + North - (frontside) - 2-Doors

Metal Facia - 4 sides

Install metal panels on all three sides. Trim on all windows and doors. Install 2 metal prehung doors and paint brown, use existing locksets. Cover facia board with 3 metal and dripedge under roof metal and over facia metal.

Materials + Labor @ 21,950⁰⁰

Please return top copy if accepted

All material is guaranteed to be a specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Twenty One Thousand Nine Hundred Fifty dollars (\$ 21,950⁰⁰) with payment to be made as follows:

1st payment of 10,000 - at start of project - materials

2nd payment of 11,950 at completion of project - labor

You, the homeowner (buyer) or tenant have the right to require the contractor to furnish you with a performance bond. You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. See attached Notice of Cancellation form for an explanation of this right. Cancellation by the buyer after the right to rescind has passed, shall be deemed a material breach of this agreement and entitles the contractor to damages. State law requires contractors to substantially commence work within twenty (20) days of the date indicated below. Failure to do so without lawful excuse is a violation of the law.

Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors. If a complaint is filed within three years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, CA 95826

RESPECTFULLY SUBMITTED,

JAQUEZ CUSTOM CRAFT, INC.
Remodeling & New Construction

Rudy Jaquez

Ca Lic. #725361

Phone: 530 993-1336

Post Office Box 741 • Loyalton, CA 96118

Note: This proposal may be withdrawn by us if not accepted within _____ days.

If accepted, work will begin (approximately) on

June

20 21

ACCEPTANCE

You are hereby authorized to furnish all material, equipment and labor required to complete the work described in the above proposal, for which the undersigned agrees to pay the amount stated in said proposal and according to the terms thereof. Any change involving extra cost of labor or materials will be executed only after submission and acceptance of a written change order.

DATE _____ 20 _____ SIGNATURE _____

SIERRA COUNTY FIRE PROTECTION DISTRICT #1					
2021/2022 PRELIMINARY BUDGET					
	REVENUE	FYE 2021	FYE 2021	FYE 2022	FYE 2022
		FINAL BUDGET	FYE PROJECTIONS	PRELIMINARY BUDGET	FINAL BUDGET
1	PROPERTY TAXES	230,000	273,757	281,546	
2	VERDI/LONG VALLEY ASSESSMENT FEE	19,700	19,700	19,700	
3	TAX INCOME - OTHER	-		1,000	
4	FIRE RESPONSE REIMBURSEMENTS	5,000	100,341	5,000	
5	RENTS	1,200	1,200		
6	GRANTS	5,000	520		
7	INTEREST	100	100	100	
8	MITIGATION FEES	7,000	5,332	3,000	
9	ACCOUNT TRANSFERS - GENERAL				
10	ACCOUNT TRANSFERS - MITIGATION			30,000	
	TOTAL REVENUE	\$ 268,000	\$ 400,950	\$ 340,346	\$ -
11	PROFESSIONAL FEES	4,000	4,050	4,500	
12	CLERICAL	19,300	19,300	19,750	
13	DISTRICT MGMT.-CHIEF			18,000	
14	OFFICE EXPENSE	1,000	1,836	1,000	
15	FACILITY MAINTENANCE	25,000	500	5,000	
16	BANKING	50	50	50	
17	MEMERSHIPS	550	670	670	
18	RETENTION INCENTIVES	-	2,750	3,000	
19	COUNTY TAX ADMINISTRATION	-	32,801	33,785	
20	MISCELLANEOUS		693	500	
21	EMS TRAINING	3,500	2,300	3,500	
22	EMS SUPPLIES	6,000	1,500	2,500	
23	COMMUNICATIONS	12,000	5,900	12,400	
24	PERSONAL PROTECTION EQUIPMENT	13,000	852	6,000	
25	GRANT EXPENSE	10,000		5,000	
26	MISC EQUIPMENT & SUPPLIES	4,000	1,430	24,000	
27	EQUIP. REPAIR & MAINTENANCE	3,000	3,422	4,000	
28	FIRE TRAINING	3,000	100	3,000	
29	FIRE PROTECTION-VERDI/LONG VALLEY	48,000	48,000	48,000	
30	FIRE PROTECTION-LOYALTON	53,100	53,100	55,287	
31	FIRE LABOR	3,000	60,200	3,000	
32	FIRE PROTECTION-OTHER	-	136	2,000	
33	INSURANCE	29,500	23,443	27,500	
34	VEHICLE REPAIR & MAINTENANCE	29,500	32,068	26,500	
35	UTILITIES	19,415	16,645	17,316	
36	CAPITAL EQUIPMENT	6,500	6,088	6,088	
37	CAPITAL EXPENDITURES	-	42,950	8,000	
38	IMPACT FEE STUDY-MITIGATION EXPENSE		\$ 1,207		
	TOTAL EXPENSE	\$ 293,415	\$ 361,991	\$ 340,346	\$ -
		\$ (25,415)	\$ 38,959	\$ -	

**SIERRA COUNTY FIRE PROTECTION DISTRICT #1
PRELIMINARY BUDGET DETAIL FY 2021/2022**

REVENUE	FYE 2021	FYE 2021	FYE 2022	FYE 2022
	FINAL BUDGET	FYE PROJECTIONS	PRELIMINARY BUDGET	FINAL BUDGET
TAXES				
PROPERTY TAX SCFPD#1 - HISTORIC	230,000	152,256	156,400	
PROPERTY TAX - SIERRA BROOKS, LOYALTON PINES		70,792	72,916	
PROPERTY TAX - VERDI/LONG VALLEY		50,709	52,230	
CSA - VERDI/LONG VALLEY	19,700	19,700	19,700	
TRANSIENT OCCUPANCY TAX			2,000	
TOTAL TAX	\$ 249,700	\$ 293,457	\$ 303,246	\$ -

Property taxes along with the Verdi/Long Valley voter approved Community Service Assessment comprise 95% of the District's revenue. The District has seen an increase in real estate values with several recent sales transactions and is tentatively projecting a 3% increase in secured tax revenue.

EMERGENCY INCIDENT RESPONSE

FIRE	5,000	100,341	5,000	
EMS/RESCUE				
TOTAL	\$ 5,000	\$ 100,341	\$ 5,000	\$ -

Reimbursements from USFS, CalFire, or other agencies either through OES or direct contract as well as EMS/Rescue billing as warranted. FY20 reimbursements include engine and personnel response to the Loyalton Fire-\$23,861, Valley Fire-\$1094, Sheep Fire-\$74,257 & South Fire-\$1,129.

RENTS-Use of Facilities \$ 1,200 \$ 1,200

GRANTS \$ 5,000 \$ 36,820

The District provided pass-thru grant administration of \$520 for the Sierra Brooks Fire Safe Community accreditation for FY21. Additionally the District was awarded \$36,300 Public Safety Power Shutoff-Community Resilience Grant which will fund generators for Stations 82 & 84 in an effort to mitigate extended power outages. Station generators are budgeted for FY22. The District has applied to the Firefighter Assistance Grant for the purchase of PPE \$52,00. Final funding has not been awarded to date.

INTEREST \$ 100 \$ 100 \$ 100

Interest is earned on District reserves held in the Local Agency Investment Fund, tax payments from the county and deposits held with Wells Fargo

MITIGATION FEES	7,000	5,332	3,000	
RESERVE TRANSFER			30,000	
TOTAL	\$ 7,000	\$ 5,332	\$ 33,000	\$ -

The District collects development impact fees on all new construction as outlined in detail in the recently completed Nexus Study (Available on District's web page or by request)

TOTAL REVENUE \$ 268,000 \$ 400,950 \$ 341,346 \$ -

EXPENSE	FYE 2021	FYE 2021	FYE 2022	FYE 2022
	FINAL BUDGET	FYE PROJECTIONS	PRELIMINARY BUDGET	FINAL BUDGET
GENERAL EXPENSE				
PROFESSIONAL FEES - ANNUAL AUDIT	4,000	4,050	4,500	
CLERICAL	19,300	19,300	19,750	
EMERGENCY MANAGEMENT OVERSIGHT-CHIEF			18,000	
OFFICE EXPENSE	1,000	1,836	1,000	
FACILITY MAINTENANCE	25,000	500	5,000	
BANK FEES	50	50	50	
MEMBERSHIPS	550	670	670	
VOLUNTEER RETENTION INCENTIVES		2,750	3,000	

**SIERRA COUNTY FIRE PROTECTION DISTRICT #1
PRELIMINARY BUDGET DETAIL FY 2021/2022**

COUNTY TAX ADMINISTRATION FEE		32,801	33,785	
	TOTAL \$	49,900 \$	61,957 \$	85,755 \$

The District is exploring funding for emergency response management for FY22. We are experiencing exponential growth in tourist related response demand which continues to tax our all- volunteer responders. Our Commissioners will continue to explore avenues to responsibly mitigate this growth trend to ensure the safety of both our volunteers and constituents.

Facility maintenance includes modification to the air supply at Station 82-Carnell Building.

SB2557 allows Counties to annually charge local jurisdictions and Special Districts for the collection and distribution of property tax revenue.

MISCELLANEOUS

COMMUNITY SUPPORT		\$ 693	\$ 500	
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EMERGENCY MEDICAL

EMS TRAINING	3,500	2,300	3,500	
EMS SUPPLIES	6,000	1,500	2,500	
	TOTAL \$	9,500 \$	3,800 \$	6,000 \$

COMMUNICATIONS

REPEATER SITE RENTAL	2,500	2,500	2,500	
WEB SITE ADMINISTRATION	1,000	1,300	2,300	
CONSULTING/REPAIR	7,500	2,000	7,500	
BATTERIES		100	100	
OTHER	1,000			
	TOTAL \$	12,000 \$	5,900 \$	12,400 \$

FIRE PROTECTION

PERSONAL PROTECTION EQUIPMENT	13,000	852	6,000	
GRANT EXPENSE-PPE/HELMETS	10,000		5,000	
SUPPLIES	2,000	936	2,000	
PORTABLE EQUIPMENT	2,000	494	2,000	
EQUIPMENT-RESCUE EQUIPMENT SANDARDIZATION			20,000	
REPAIR & MAINTENANCE	3,000	3,422	4,000	
TRAINING	3,000	100	3,000	
CONTRACT FIRE PROTECTION-VERDI/LONG VALLEY	48,000	48,000	48,000	
CONTRACT FIRE PROTECTION-SIERRA BROOKS/RURAL LOYALTON	53,100	53,100	55,287	
FIRE RESPONSE LABOR	3,000	60,200	3,000	
PROTECTION-OTHER		136		
UNIFORMS			2,000	
	TOTAL \$	137,100 \$	167,240 \$	150,287 \$

The District completed an annexation of the unincorporated properties in Eastern Sierra County in 2018. The District contracts with Truckee Meadows Fire Protection District for the fire protection of the Verdi and Long Valley properties and the City of Loyalton for fire protection of Sierra Brooks. Loyalton Pines and surrounding rural properties.

The District will purchase equipment for station Rescue Engines to ensure standardization across the District.

INSURANCE

WORKMAN'S COMP	15,000	8,198	10,000	
LIABILITY-FACILITIES/VEHICLES	12,000	12,925	15,000	
FIREFIGHTER INSURANCE	2,500	2,320	2,500	
	TOTAL \$	29,500 \$	23,443 \$	27,500 \$

VEHICLE REPAIR & MAINTENANCE

FUEL	6,000	3,500	4,000	
LABOR-VEHICLE	8,500	7,800	8,500	
PARTS	6,000	3,000	3,000	
PUMP TESTING	3,500	2,025	3,500	
TAXES & LICENSES	500			
OUTSIDE REPAIR SERVICES	5,000		5,000	
TOOLS		627	1,000	
REPAIR & MAINT.-OTHER		1,116	1,500	
TIRES		14,000		
	TOTAL \$	29,500 \$	32,068 \$	26,500 \$

**SIERRA COUNTY FIRE PROTECTION DISTRICT #1
PRELIMINARY BUDGET DETAIL FY 2021/2022**

Tire expense anticipated FY22 is for R82, R84 & B84.

UTILITIES

ELECTRIC	3,800	4,000	4,200	
PROPANE	5,000	7,430	7,600	
WATER	499	499	500	
SOLID WASTE & GROUNDWATER	1,000	1,000	1,200	
TELEPHONE	6,500	1,100	1,200	
INTERNET	2,616	2,616	2,616	
TOTAL	\$ 19,415	\$ 16,645	\$ 17,316	\$ -

CAPITAL ASSETS EXPENSE-USDA RESCUE ENGINE LOAN PAYMENT	\$ 6,500.00	\$ 6,088.00	\$ 6,088.00	
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OTHER CAPITAL EXPENDITURES

IMPACT FEE NEXUS STUDY		1,207		
DOG VALLEY FIRE LANE		5,000		
STATION 84 SIDING REPLACEMENT (CALPINE)		37,950		
COMMAND VEHICLE			7,000	
STATION GENERATORS-GRANT FUNDED \$36K TOTAL			2,000	
TOTAL		\$ 44,157	\$ 9,000	\$ -

RESERVE TRANSFER - GENERAL FUND

RESERVE TRANSFER - MITIGATION

TOTAL EXPENSE	\$ 293,415	\$ 361,991	\$ 341,346	
	\$ (25,415)	\$ 38,959	\$ -	\$ -