

PENN VALLEY FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS
Kurt Grundel, Chairman
Bruce Stephenson, Vice-Chairman
David Farrell, Director
Terry McMahan, Director
Bruce Puphal, Director



P.O. Box 180
Penn Valley, CA 95946
(530) 432-2630

AGENDA

For Regular Meeting of the Board of Directors
Tuesday January 7, 2020 @ 6:30 P. M. at Station No. 43
10513 Spenceville Road
Penn Valley, California

The Board of Directors welcomes you to its meetings which are scheduled the first Tuesday of each month, and your interest is encouraged and appreciated. All meetings are recorded.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA: After receiving recognition from the Chairperson, please give your name, address and your comments or questions. In order that all interested parties have an opportunity to speak, please limit your comments to the specific item under discussion. Time limitations shall be at the discretion of the Board. The Chairperson or Vice-Chairperson may limit any individual to not less than 3 minutes. Copies of agenda materials may be obtained in the District Business Office, 10513 Spenceville Rd. Penn Valley, California at a cost of 10 cents per page.

All items on the agenda may be acted upon by the Board of Directors.

I. STANDING ORDERS: Call the Meeting to Order.

- 1. Pledge of Allegiance
- 2. Roll Call

*DISCUSSION/ACTION ITEM

- 1. Discussion of New Fire Benefit Assessment (Chief Wagner and Jon di Cristina from Legal Counsel Colantuono's office)
 - A. Discussion
 - B. Timeline
 - C. Citizen's Committee
 - D. Questions
 - E. Possible Approval of Engineer's Report

II *PUBLIC COMMENTS (See page 3)

III. *CONSENT CALENDAR Approximate time: 3 Minutes

These items are expected to be routine and non-controversial. They will be acted upon by the Board of Directors at one time without discussion. Any board member, staff member or interested party may request that an item be removed from the consent calendar for discussion.

- 1. Penn Valley Fire Department Auxiliary

2. Review/Approval of Minutes of Regular Meeting from December 3, 2019
3. Review/Approval of Payment of Bills and Payroll for November 2019
4. Review/Approval of Financial Reports through November 2019

IV. *PERIODICAL WRITTEN REPORTS/MINUTES

1. Nevada County Fire Chiefs' Association - (Chief Wagner)
2. Nevada County Fire Agency – (Kurt Grundel)
3. LAFCo - (Kurt Grundel)
4. Penn Valley Firefighters Association Report (PVFFA Officer)

V. *FIRE CHIEF'S REPORT

VI. *DISCUSSION/ACTION ITEM

2. Election of Chairperson and Vice-Chairperson (D. Hughes)
3. Annual Approval of Signatures for Nevada County Auditor-Controller's Office (D. Hughes)
4. Upgrade Portable Radio's (Captain Pitts)
5. Declare M-98-01 surplus (Chief Wagner)

VII. *DIRECTOR'S REPORTS

1. Chairperson Grundel
2. Vice-Chairman Stephenson
3. Director Farrell
4. Director McMahan
5. Director Puphal

VIII. *CORRESPONDENCE/INFORMATIONAL ITEMS

(See red correspondence book)

IX. *GOOD OF THE ORDER

X. ADJOURNMENT

*(The Board Can Discuss These Items at Any Time during the Meeting.)

This agenda was posted on designated bulletin boards 72 hours in advance of the meeting at the following location: 10513 Spenceville Rd., Penn Valley CA

PERSONS DESIRING TO ADDRESS THE BOARD PUBLIC COMMENT:

PERSONS DESIRING TO ADDRESS THE BOARD PUBLIC COMMENT:

Members of the public shall be allowed to address the Board of Directors on items not appearing on the agenda which are of interest to the public and are within the subject matter jurisdiction of the Board, provided that no action shall be taken unless otherwise authorized by Government Code Section 54954.2 (b) (2). The following procedures shall be in effect with regard to the public's exercise of this right:

- 1) The total amount of time allotted for receiving such public comment may be limited to not less than 15 minutes during any regular or special Board meeting.
- 2) The Chairperson or Vice-Chairperson may limit any individual to not less than 3 minutes. Time to address the Board will be allocated on a basis of the order of requests received. Not all members may be allowed to speak if the total time allocated expires.

AGENDA ITEMS:

The opportunity of the public to be heard on an item shall be provided during the consideration of that item. (Government Code Section 54954.3). In the interest of time, the Board may limit the length of any such comment or input.

Posted: _____

AGENDA, January 7, 2020

PENN VALLEY FIRE
PROTECTION DISTRICT

DISCUSSION/ACTION ITEMS

DATE: January 7, 2020

AGENDA ITEM # VI-1

AGENDA ITEM DESCRIPTION: Discussion of New Fire Benefit Assessment, Possible Approval of Harris & Associates Engineer's Report, Timeline, Citizen's Committee

STAFF: Chief Wagner

RECOMMENDATION: Legal Counsel Jon di Cristina will be here from Colantuono's Office to discuss all of the above items.

FISCAL IMPACT:

BACKGROUND AND INFORMATION:

DRAFT TIMELINE

- January 7, 2020:** Board Meeting Approve Harris & Associates Engineer's Report with a resolution if Michael Colantuono has approved the final– if not approved at this board meeting consider special board meeting before Feb 4th.
Establish Citizen's Committee - Committee shall establish meeting dates
- February 4, 2020:** Board Meeting Approve Draft Wording for the Resolution to Increase the Fire Benefit Suppression Assessment-. (this will be on the mail-out ballot).
Approve literature and information for submittal to the public.
Consider dates for public education.
Have Michael Colantuono approve final resolution and ballot wording prior to March 10 or prior to February 4 if he has time.
- March 10, 2020** Board Meeting Approve Final Resolution and ballot to Increase the Fire Benefit Suppression Assessment for mail-out ballot.
Request current tax roll from County or Harris & Associates does this and maybe the one attached with the email is current.
- April 10, 2020** **Mail out ballots and notice of public hearing.** (There must be not less than 45 days between mailing and Public Hearing to adopt the assessment) Publish the public notice hearing.
- April 7, 2020** Board meeting
- May 25, 2020** Ballots returned.
- Between**
- May 25 and June 2** Ask League of Woman Voters to count our ballots.
- June 2, 2020** Board Meeting Notice of Public Hearing and Adopt the certified ballot results by resolution.
If assessment passed, adopt a resolution to have Nevada County collect our taxes.

Penn Valley Fire Protection District Fire Benefit Suppression Assessment Increase— 2020

Background

The Penn Valley Fire Protection District Board has decided to establish a Fire Benefit Suppression Assessment Committee to help the District develop and provide information to the public to obtain approval of a special benefit assessment increase as necessary to support added staff.

The Board, PVFPD management staff and Harris and Associates Engineers will work with the Committee in these efforts to anticipate and answer questions that may arise from the Committee or public as to the need, the amount of the fire benefit assessment increase, alternative staffing arrangements or other matters.

Committee Composition:

Citizens/Service Organization

PVFPD Board Member (Advisory)

Fire Chief (Advisory) or another Board Member

Function of the Committee

- To develop information to assist the education of the public, including campaign activities and educational exposure.
- Obtain campaign donations for educational exposure.
- Any data needed to be supplied to the committee should be requested in writing directly to the Fire Chief, allowing 5-day turn around time. All such requests should emanate from the committee chairperson.
- Representative of the several areas in the District requiring services. The committee is encouraged to obtain a broad representation from the District and may add or remove members by a majority vote without further Board approval.
- The committee should elect a Chairperson, a Vice-Chairperson, Secretary and a Treasurer.
- The Committee should agree on how it will operate and set regular meeting dates.

PENN VALLEY FIRE PROTECTION DISTRICT

Fire Chief
Don Wagner
P.O. Box 180
Penn Valley, CA 95946
(530) 432-2630
Fax (530) 432-4561
dwagner@pennvalleyfire.com



Directors
Kurt Grundel, Chairperson
Bruce Stephenson, Vice-Chair
David Farrell, Director
Terry McMahan, Director
Bruce Puphal, Director
dhughes@pennvalleyfire.com

RESOLUTION NO. 2020-01

A RESOLUTION OF INTENTION OF THE PENN VALLEY FIRE PROTECTION DISTRICT ACCEPTING THE ENGINEER'S REPORT AND INITIATING PROCEEDINGS FOR THE ADOPTION OF A RESOLUTION DETERMINING AND LEVYING ASSESSMENTS FOR FIRE SUPPRESSION SERVICES

THE BOARD OF DIRECTORS OF THE PENN VALLEY FIRE PROTECTION DISTRICT FINDS:

A. On March 3, 1981, the Board of Directors adopted a special tax to provide additional funds for fire suppression services within the District. On May 3, 2005 an Engineer's Report established a new fire special benefit suppression assessment according to land use. The existing assessment for a single-family residential unit is \$80.54.

B. The Penn Valley Fire Protection District desires to update its existing Fire Suppression Assessment to improve fire suppression capabilities to property within the Fire District's service area through the addition of full-time firefighters.

C. The Board of Directors retained the services of Harris and Associates., to perform appropriate assessment engineering and to prepare an Engineer's Report relative to a new Fire Suppression Benefit Assessment which if approved would replace the current fire assessment and to recommend methods of spreading the assessment to all properties on an equitable basis.

D. The Board of Directors has received the Engineer's Report, dated December 16, 2019 and the Engineer's Report contains the following:

- A description of each lot or parcel of property proposed to be subject to the assessment.
- The amount of the assessment for each lot or parcel for the initial fiscal year.
- The maximum amount of the assessment which may be levied for each lot or parcel during any fiscal year.
- The duration of the assessment.
- The basis of the assessment.

- The schedule of the assessment.

E. The Board of Directors has reviewed the Engineer's Report and wishes to proceed with all appropriate and necessary proceedings for the new Fire Suppression Benefit Assessment and to consider a resolution determining and levying assessments for fire suppression services.

NOW, THEREFORE, the Board of Directors of the Penn Valley Fire Protection District does hereby order as follows:

1. In accordance with the Resolution adopted by the Board of Directors as required by Section 4(b) of Article XIID of the Constitution of the State of California will consider all oral and written objections or protests.

2. Shall cause to be mailed to the record owner of each parcel to be assessed within the boundaries of the proposed assessment district at least 45 days prior to the date of the public hearing a Notice which describes the proposed assessment and shall contain a ballot whereby the property owner may indicate his or her support or opposition to the proposed assessment as required by Section 4(c) and Section 4(d) of Article XIID of the Constitution of the State of California.

3. Shall cause to be published a notice pursuant to Section 6063 of the Government Code. The publication of notice of hearing shall be completed at least 10 days prior to the date of hearing.

That the Clerk to the Board shall certify to the passage and adoption of this resolution; shall cause the same to be entered among the original resolutions of said District; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the District in the minutes of the meeting at which the same is passed and adopted.

PASSED AND ADOPTED by the "Board" at a regular meeting held the 7th day of January 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Kurt Grundel,
Chairman of the Board

ATTEST:

Debra L. Hughes
Clerk to the Board

PENN VALLEY FIRE
PROTECTION DISTRICT

CONSENT CALENDAR

Penn Valley Fire Department Auxiliary
Profit and Loss YTD Comparison
November 2019

	<u>Nov 19</u>	<u>Jan - Nov 19</u>
Ordinary Income/Expense		
Income		
Donations	0.00	397.08
Dues	0.00	62.00
Interest	0.61	2.46
Sales	7,599.59	44,032.27
Total Income	<u>7,600.20</u>	<u>44,493.81</u>
Expense		
2018 Taxes	0.00	350.00
Business Expenses	0.00	17.92
Garbage	275.68	1,369.04
misc supplies	211.30	211.30
Post Office Box Rent	0.00	46.00
Reconciliation Discrepan...	0.00	0.10
Supplies	0.00	365.49
Taxes	587.36	3,989.36
Telephone	220.46	1,259.24
Utilities PG&E	177.67	1,525.56
Water	42.58	173.88
Total Expense	<u>1,515.05</u>	<u>9,307.89</u>
Net Ordinary Income	<u>6,085.15</u>	<u>35,185.92</u>
Net Income	<u><u>6,085.15</u></u>	<u><u>35,185.92</u></u>

**PENN VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
DECEMBER 3, 2019**

A regular meeting of the Board of Directors of the Penn Valley Fire Protection District was called to order by Chairman Grundel at 6:30 P.M. at Station 43. The Pledge of Allegiance was recited. Roll call was taken.

PRESENT

Directors: David Farrell, Kurt Grundel, Terry McMahan, Bruce Puphal and Bruce Stephenson

Absent: None

Board Clerk: Debbie Hughes

Others: Fire Chief Wagner, Finance Administrator Thelen, Firefighters, and members of the public

PUBLIC COMMENTS

None

CONSENT CALENDAR

Director Farrell motioned to approve the consent calendar. Director McMahan seconded. Motion unanimously carried.

NEVADA COUNTY FIRE CHIEFS ASSOCIATION

Chief Wagner attended the meeting this morning and reported:

- Cal Fire aircraft have left the airbase and returned to McClellan AFB. The seasonal stations will close soon.
- The Nevada County OES program isn't run by NCSO anymore-there is a civilian program manager.

NEVADA COUNTY FIRE AGENCY (NCFA-JPA)

Chairman Grundel reported they had a quorum, but it was small so they didn't discuss the air station and fees as those persons involved weren't there. He'll be Chairman in January – it rotates each calendar year.

LAFCO

Chairman Grundel reported that:

- The last meeting was held here at Station 43 due to PSPS.
- NID had a presentation regarding possibly acquiring PG&E in Nevada County.

PENN VALLEY FIREFIGHTERS ASSOCIATION

Lt. Bertolucci said the breakfast continues to do well. They are funding the presents for the District Christmas party.

FIRE CHIEFS REPORT

In addition to the written report in packet Chief Wagner said:

- The number of calls we responded to in November has been updated to 138. YTD has been 1508 calls.
- We are fully staffed at this time. D. Justus is back, Oscar Orejel-Torres has been rolled from part-time to full-time.
- The Auxiliary luncheon went well yesterday.

Chairman Grundel complimented Chief Wagner on the letter in correspondence written to a person that made a \$20,000 donation to the district.

DISCUSSION/ ACTION ITEMS

VI-I Discussion on Western Nevada County Fire District Reorganization

Chief Wagner said the polling data has come in and there's some good information in it. Kudos to the personnel who worked tirelessly on the reorganization at their meetings which were held one to three times per month. They'll regroup in February or March to find out which agencies still wish to be involved and go from there. Nevada County has been discussing this issue for thirty years and it's not going to just go away. This process has helped the fire agencies all work well together, but most are still on the edge of collapse without enough personnel or resources. Caleb Dardick, who works in the Nevada County CEO's office and is involved in this reorganization process said we all need to start thinking about what we need to do for the future. Fire boards should know what's best for their communities. He said the dollar number used in the polls was a very high amount and it's hard to ask voters/owners to increase their property taxes that much. Penn Valley residents supported it by 58% saying they hold their fire department in high regard. The poll had good data and we could ask the consultant to pull out PV data by income, gender, etc. Residents don't understand the level of challenge fire districts are facing and part of that is due to education, communication and public/media relations. Chief Wagner said what's the best messages to pass on the public; and it's important that all districts are unified in their answers. Caleb said that maybe there could be one Public Information Officer for all the fire districts. Chairman Grundel said this was important because he observed that the poll showed Cal Fire ranking higher than the local fire districts and that's probably because of their media relationships. The public isn't aware of all the different things that the fire districts do because these things aren't "seen". Director McMahan said the openness of the County wanting to work with the fire districts is a real plus. Caleb asked for some feedback for him to take back to the County on what is most important for the district. He said there are various fire issues such as defensible space, roadside clearances, getting rid of green waste, wildland safety, etc. Director Stephenson said the fire districts should receive more money. Director McMahan said that to provide better service we need to work together and consolidate.

Bob Winters, resident of PV asked if defensible space spared any of the homes in the Paradise Fire. Director McMahan said he had a tour of Paradise and that fire was so hot and fast coupled with bad weather conditions it didn't spare very many homes but there were some still standing that had good defensible space. Director Puphal said they are trying to get homeowners to "harden" or make their homes more fire resistance through defensible space advisory visits. He and his group in Lake Wildwood have performed 500 advisory visits in LWW.

VI-2 Fire Benefit Assessment

Chie Wagner said there is nothing new from Harris and Associates yet, but a draft should be received soon, and he'll email that out to the board members once he receives. The board requested that staff solicit community members to serve on a citizen's committee with an ad in the TWI.

VI-3 Approval of Resolution 2019-12 FAIRA's 6th Amended JPA and Updated Liability Risk Coverage Agreement

D. Hughes reported that when FAIRA was created in 1988 legal documents were created but there have been minor changes since then. Their legal counsel updated the documents asking that we sign them and an updated copy of the Liability Risk Sharing Agreement. Director Farrell motioned to approve. Director Stephenson seconded. Motion unanimously carried.

VI-4 Annual Report on AB1600 Development Fees

We are required by Government Code to make certain findings regarding remaining funds in the impact fund at year end. This report lists the requirements and how we complied with them. Director McMahan questioned page 2, #5 of Findings. The first sentence refers to Exhibit D and there isn't one. It was noted that Exhibit D should have been marked Exhibit C. Director Stephenson motioned to accept the report as corrected. Director Puphal seconded. Motion unanimously carried.

DIRECTOR'S REPORTS

1. Director Farrell – Nothing
2. Chairman Grundel – He said it was interesting that if NID's proposal to acquire PG&E in Nevada County goes through the solar panels would be switched to businesses and homeowners now owning them.
3. Director McMahan – Breakfast was busy. Approx. 140 people. He hasn't heard anything new on the Penn Valley Area Planning meetings; that could be because the planner in charge has left.
4. Director Puphal – He and Director Stephenson met with the General Manager of LWW to discuss the needs of having a new fire station at LWW and not at the main gate which is so busy. LWW will put this on their agenda for discussion December 11th.
5. Director Stephenson – No extra information, Director Puphal covered it.

Chief Wagner brought up equipment that will need to be replaced in next couple years. The mobile and portable radios, turnouts (which we try to do 2 per year), cardiac defibrillators.

December 3, 2019

defibrillators. These are all expensive items. It was mentioned that besides the FEMA grant maybe we could apply to The Nevada County Law Enforcement and Fire Protection Council. Their fundraising provides for many different things related to law enforcement and fire protection in Nevada County.

INFORMATIONAL CORRESPONDENCE/INFORMATIONAL ITEMS

(refer to red correspondence book)

GOOD OF THE ORDER

None

ADJOURNMENT

The board adjourned at 8:40 PM.

Respectfully submitted,

Debbie Hughes
Clerk to the Board

DRAFT

BALANCE ON ACCOUNTS

November 30, 2019

	<u>Operating</u>	<u>B&E</u>	<u>Impact</u>	<u>Totals</u>
Unassigned	591,063			
Designated	409,667			
11/30/2019	\$ 1,000,730	\$ 237,738	\$ 28,007	\$ 1,266,475
11/30/2018	\$ 749,595	\$ 254,702	\$ 76,048	\$ 1,080,345
Difference	\$ 251,135	\$ (16,964)	\$ (48,041)	\$ 186,130

**PENN VALLEY FIRE PROTECTION DISTRICT
INCOME RECEIVED**

November 2019

	<u>3RESC (1OP)</u>	<u>1OP - Other (1OP)</u>	<u>Total 1OP</u>	<u>3IM</u>	<u>TOTAL</u>
Ordinary Income/Expense					
Income					
4301 · INTEREST INCOME	0.00	0.01	0.01	0.00	0.01
4496 · PROP 172 PUBLIC SAFETY	0.00	9,762.12	9,762.12	0.00	9,762.12
4527 · DEVELOPMENT FEES	0.00	0.00	0.00	2,874.08	2,874.08
4580 · AMBULANCE REVENUE	43,192.89	0.00	43,192.89	0.00	43,192.89
4620 · OTHER REVENUE					
4620E · Oth Rev-RENTS					
4620E-3 · Oth Rev Rent Mtg Rm	0.00	70.00	70.00	0.00	70.00
Total 4620E · Oth Rev-RENTS	0.00	70.00	70.00	0.00	70.00
4620G · Oth Rev-Signs	0.00	225.00	225.00	0.00	225.00
Total 4620 · OTHER REVENUE	0.00	295.00	295.00	0.00	295.00
4640 · DONATIONS					
4640B · Designated					
4640B-1 · Smoke Detector Program	0.00	90.00	90.00	0.00	90.00
Total 4640B · Designated	0.00	90.00	90.00	0.00	90.00
Total 4640 · DONATIONS	0.00	90.00	90.00	0.00	90.00
Total Income	43,192.89	10,147.13	53,340.02	2,874.08	56,214.10
Gross Profit	43,192.89	10,147.13	53,340.02	2,874.08	56,214.10
Net Ordinary Income	43,192.89	10,147.13	53,340.02	2,874.08	56,214.10
Net Income	43,192.89	10,147.13	53,340.02	2,874.08	56,214.10

**PENN VALLEY FIRE PROTECTION DISTRICT
PAYROLL SUMMARY**

November 2019

	ADM (2GENL)	FT (2GENL)	PCF (2GENL)	Total 2GENL (1OP)	Total 1OP	TOTAL
Ordinary Income/Expense						
Expense						
5100 · WAGES						
5101 · Wages						
5102 · Full Time Fire	64.75	89,358.02	0.00	89,422.77	89,422.77	89,422.77
5103 · Part Time	0.00	0.00	2,131.24	2,131.24	2,131.24	2,131.24
5104 · Admin	8,182.56	0.00	0.00	8,182.56	8,182.56	8,182.56
5101 · Wages - Other	0.00	9,750.40	0.00	9,750.40	9,750.40	9,750.40
Total 5101 · Wages	8,247.31	99,108.42	2,131.24	109,486.97	109,486.97	109,486.97
5105 · PAYROLL TAX EXPENSE	125.33	1,494.29	127.68	1,747.30	1,747.30	1,747.30
5150 · PERS						
5151 · District Portion - Fire	0.00	5,944.29	0.00	5,944.29	5,944.29	5,944.29
5153 · District Portion - Admin	612.00	0.00	0.00	612.00	612.00	612.00
5161 · Dist Paid MOU Fire	0.00	2,186.36	0.00	2,186.36	2,186.36	2,186.36
5150 · PERS - Other	0.00	2,704.67	136.56	2,841.23	2,841.23	2,841.23
Total 5150 · PERS	612.00	10,835.32	136.56	11,583.88	11,583.88	11,583.88
Total 5100 · WAGES	8,984.64	111,438.03	2,395.48	122,818.15	122,818.15	122,818.15
Total Expense	8,984.64	111,438.03	2,395.48	122,818.15	122,818.15	122,818.15
Net Ordinary Income	(8,984.64)	(111,438.03)	(2,395.48)	(122,818.15)	(122,818.15)	(122,818.15)
Net Income	(8,984.64)	(111,438.03)	(2,395.48)	(122,818.15)	(122,818.15)	(122,818.15)

PENN VALLEY FIRE PROTECTION DISTRICT
Check Register
As of November 30, 2019

Type	Date	Num	Name	Memo	Amount
1005 · Operating					
Check	11/04/19	214734	U. S. BANK	Statement ending 10/22/19	(3,846.84)
Check	11/05/19			Check written for incorrect amount, County re...	(6.24)
Check	11/07/19	V957606	PLESS, HOUSTON	Intern reimbursement, 8 shifts x \$30	(240.00)
Check	11/07/19	V957605	NEWQUIST, JESSE J	Intern reimbursement, 9 shifts x \$30	(270.00)
Check	11/07/19	V957604	KETRON, BEN L	Intern reimbursement, 9 shifts x \$30	(270.00)
Check	11/07/19	214903	BURT, STEPHEN C	Intern reimbursement, 9 shifts x \$30	(270.00)
Check	11/07/19	214902	PENA, STEPHEN G	Intern reimbursement, 4 shifts x \$30	(120.00)
Liability Check	11/07/19	V957498	Jon Pitts	Station 43 House Dues	(120.00)
Liability Check	11/07/19	V957553	Collin Gault	Station 44 House Dues	(150.00)
Liability Check	11/07/19	214901	NEV CO PROFESSIONAL FIREFI...	PR 19-12 Union Dues	(840.06)
Liability Check	11/07/19	908369	WELLS FARGO BANK	PR 19-12 EFTPS	(17,974.82)
Liability Check	11/07/19	908370	EMPLOYMENT DEVELOPMENT D...	PR 19-12 CA PIT	(6,038.37)
Liability Check	11/07/19	908371	EMPLOYMENT DEVELOPMENT D...	PR 19-12 CA SDI	(81.31)
Liability Check	11/07/19	908372	EMPLOYMENT DEVELOPMENT D...	PR 19-12 CA UI & ETT	(68.89)
Liability Check	11/07/19	908373	CALIFORNIA PERS - DEF COMP	PR 19-12 457	(4,887.55)
Liability Check	11/07/19	908377	CALIFORNIA PERS - RETIRE	PR 19-12 PERS Misc 2	(854.64)
Liability Check	11/07/19	908376	CALIFORNIA PERS - RETIRE	PR 19-12 PERS Misc 1	(332.70)
Liability Check	11/07/19	908375	CALIFORNIA PERS - RETIRE	PR 19-12 PERS Fire 2	(5,513.45)
Liability Check	11/07/19	908374	CALIFORNIA PERS - RETIRE	PR 19-12 PERS Fire 1	(8,862.00)
Liability Check	11/25/19	215625	Standard Insurance Company	December LT Disability	(302.50)
Total 1005 · Operating					(51,049.37)
1006 · Building & Equipment					
Total 1006 · Building & Equipment					
1007 · Impact					
Total 1007 · Impact					
TOTAL					(51,049.37)

**PENN VALLEY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual - Operating**

November 2019

	Nov 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4301 · INTEREST INCOME	0.01	0.00	0.01	100.0%
4496 · PROP 172 PUBLIC SAFETY	9,762.12	9,750.00	12.12	100.1%
4518 · ASSMT-FIRE SUPPRESSION BENEFIT	6,613.09	0.00	6,613.09	100.0%
4547 · SPEC ASSESSMT-RESCUE	3,294.34	0.00	3,294.34	100.0%
4580 · AMBULANCE REVENUE	43,212.89	32,916.67	10,296.22	131.3%
4590 · Cost Recovery Program	0.00	250.00	(250.00)	0.0%
4620 · OTHER REVENUE				
4620C · Oth Rev-Miscellaneous	0.00	41.67	(41.67)	0.0%
4620E · Oth Rev-RENTS				
4620E-2 · Oth Rev Rent\Grounds	0.00	166.67	(166.67)	0.0%
4620E-3 · Oth Rev Rent\Mtg Rm	70.00	150.00	(80.00)	46.7%
Total 4620E · Oth Rev-RENTS	70.00	316.67	(246.67)	22.1%
4620G · Oth Rev-Signs	225.00	50.00	175.00	450.0%
4620K · CPR and First Aid Classes	0.00	50.00	(50.00)	0.0%
4620L · Plan Review	1,500.00	233.33	1,266.67	642.9%
4620M · Field Inspection	0.00	100.00	(100.00)	0.0%
Total 4620 · OTHER REVENUE	1,795.00	791.67	1,003.33	226.7%
4640 · DONATIONS				
4640B · Designated				
4640B-1 · Smoke Detector Program	90.00			
Total 4640B · Designated	90.00			
Total 4640 · DONATIONS	90.00			
Total Income	64,767.45	43,708.34	21,059.11	148.2%
Gross Profit	64,767.45	43,708.34	21,059.11	148.2%
Expense				
5100 · WAGES				
5101 · Wages				
5102 · Full Time Fire	89,422.77	92,666.67	(3,243.90)	96.5%
5103 · Part Time	2,131.24	4,416.67	(2,285.43)	48.3%
5104 · Admin	8,182.56	9,384.62	(1,202.06)	87.2%
5107 · Intern Pay	1,170.00	1,384.62	(214.62)	84.5%
5101 · Wages - Other	9,750.40	9,769.23	(18.83)	99.8%
Total 5101 · Wages	110,656.97	117,621.81	(6,964.84)	94.1%
5105 · PAYROLL TAX EXPENSE	1,747.30	2,300.00	(552.70)	76.0%
5150 · PERS				
5151 · District Portion - Fire	5,944.29	6,666.67	(722.38)	89.2%
5153 · District Portion - Admin	612.00	769.23	(157.23)	79.6%
5161 · Dist Paid MOU Fire	2,186.36	2,923.08	(736.72)	74.8%
5170 · Unfunded Liability	4,781.50	4,783.33	(1.83)	100.0%
5150 · PERS - Other	2,841.23	3,000.00	(158.77)	94.7%
Total 5150 · PERS	16,365.38	18,142.31	(1,776.93)	90.2%
Total 5100 · WAGES	128,769.65	138,064.12	(9,294.47)	93.3%
5120 · HEALTH INSURANCE	16,019.62	18,750.00	(2,730.38)	85.4%
5200 · MISCELLANEOUS	0.00	125.00	(125.00)	0.0%
5202 · CLOTHING	148.72	1,166.67	(1,017.95)	12.7%
5203 · COMMUNICATIONS				
5203B · Communications-Internet	677.38	383.33	294.05	176.7%
5203C · Communications-Cell Phones	411.88	300.00	111.88	137.3%
5203E · Communications-Miscellaneous	65.28	75.00	(9.72)	87.0%
5203F · Communications-NCFA	0.00	83.33	(83.33)	0.0%
5203H · Communications-Pager/HT Repairs	50.00	208.33	(158.33)	24.0%
5203I · Communications-Telephone	235.98	250.00	(14.02)	94.4%
5203J · Commnctns-Web Site Maintenance	0.00	25.00	(25.00)	0.0%
Total 5203 · COMMUNICATIONS	1,440.52	1,324.99	115.53	108.7%
5205 · FOOD	108.04	125.00	(16.96)	86.4%
5206 · HOUSEHOLD SUPPLIES	113.27	416.67	(303.40)	27.2%

PENN VALLEY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual - Operating
November 2019

	Nov 19	Budget	\$ Over Budget	% of Budget
5209 · EQUIPMENT MAINT				
5209A · Equip Maint-Air Station	0.00	100.00	(100.00)	0.0%
5209E · Equip Maint-Ladders	0.00	66.67	(66.67)	0.0%
5209F · Equip Maint-Biomedical	0.00	266.67	(266.67)	0.0%
5209G · Equip Maint-Miscellaneous	224.11	416.67	(192.56)	53.8%
5209I · Equip Maint-SCBA	0.00	183.33	(183.33)	0.0%
Total 5209 · EQUIPMENT MAINT	224.11	1,033.34	(809.23)	21.7%
5210 · STRUCTURE MAINTENANCE				
5210A · Structure Maint-Miscellaneous	251.06	833.33	(582.27)	30.1%
5210B · Structure Maint-Pest Control	200.00	200.00	0.00	100.0%
Total 5210 · STRUCTURE MAINTENANCE	451.06	1,033.33	(582.27)	43.7%
5211 · VEHICLE MAINTENANCE	1,246.82	2,500.00	(1,253.18)	49.9%
5212 · MEMBERSHIPS	0.00	250.00	(250.00)	0.0%
5213 · MEDICAL SUPPLIES	4,432.73	3,333.33	1,099.40	133.0%
5214 · OFFICE EXPENSE				
5214A · Office Exp-Miscellaneous	94.32	416.67	(322.35)	22.6%
5214C · Office Exp-Software	0.00	100.00	(100.00)	0.0%
5214E · Office Exp-Maint & Contracts	339.04	600.00	(260.96)	56.5%
Total 5214 · OFFICE EXPENSE	433.36	1,116.67	(683.31)	38.8%
5215 · PROFESSIONAL SVCS				
5215I · Prof Svcs-Legal	0.00	416.67	(416.67)	0.0%
5215J · Prof Svcs-Medical Director	500.00	500.00	0.00	100.0%
5215K · Prof Svcs-Miscellaneous	4,340.00	3,458.33	881.67	125.5%
5215O · Prof Svcs-Software/Tech Support	3,995.00	625.00	3,370.00	639.2%
5215R · Prof Svcs-Plan Review	200.00	200.00	0.00	100.0%
5215S · Prof Svcs-Ambulance Billing	7,431.95	3,166.67	4,265.28	234.7%
Total 5215 · PROFESSIONAL SVCS	16,466.95	8,366.67	8,100.28	196.8%
5216 · PUBLCTN	0.00	58.33	(58.33)	0.0%
5219 · FIRE PREVENTION				
5219A · Code Publications	0.00	41.67	(41.67)	0.0%
5219B · Investigation Supplies	1,206.42	208.33	998.09	579.1%
Total 5219 · FIRE PREVENTION	1,206.42	250.00	956.42	482.6%
5220 · SPEC DEPT EXPENSE				
5220D · Spec Dept Exp-House Signs	182.75	83.33	99.42	219.3%
5220F · Spec Dept Exp-Miscellaneous	0.00	83.33	(83.33)	0.0%
Total 5220 · SPEC DEPT EXPENSE	182.75	166.66	16.09	109.7%
5221 · EQUIPMENT	188.57	50.00	138.57	377.1%
5223 · FUEL	1,326.07	2,333.33	(1,007.26)	56.8%
5224 · UTILITIES				
5224A · Utili-Garbage	267.87	266.67	1.20	100.4%
5224B · Utili-Water Service	657.04	666.67	(9.63)	98.6%
5224C · Utili-PG&E	776.47	1,083.33	(306.86)	71.7%
5224D · Utili-Propane	502.52	316.67	185.85	158.7%
5224E · Annual Sewer Use & Waste Fees				
5224E-1 · EDUs	0.00	2,800.00	(2,800.00)	0.0%
Total 5224E · Annual Sewer Use & Waste Fees	0.00	2,800.00	(2,800.00)	0.0%
Total 5224 · UTILITIES	2,203.90	5,133.34	(2,929.44)	42.9%
5225 · TRAINING				
5225S · Training - Staff	0.00	500.00	(500.00)	0.0%
5225P · Training - Public	0.00	83.33	(83.33)	0.0%
Total 5225 · TRAINING	0.00	583.33	(583.33)	0.0%
5510 · CONTINGENCIES	0.00	2,083.33	(2,083.33)	0.0%
Total Expense	174,962.56	188,264.11	(13,301.55)	92.9%
Net Ordinary Income	(110,195.11)	(144,555.77)	34,360.66	76.2%
Net Income	(110,195.11)	(144,555.77)	34,360.66	76.2%

PENN VALLEY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual - Operating
July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4001 · CURRENT SECURED	229,948.79	408,000.00	(176,051.21)	56.6%
4003 · CURRENT UNSECURED	0.00	6,800.00	(6,800.00)	0.0%
4004 · PRIOR UNSECURED	0.00	100.00	(100.00)	0.0%
4017 · SUPPLEMENTAL SECURED	0.00	2,800.00	(2,800.00)	0.0%
4301 · INTEREST INCOME	9,079.57	10,000.00	(920.43)	90.8%
4419 · HME OWNERS PROP	1,882.79	3,500.00	(1,617.21)	53.8%
4444 · ST FIRE REIMBURSEMENT	1,073.16	0.00	1,073.16	100.0%
4496 · PROP 172 PUBLIC SAFETY	31,266.95	117,000.00	(85,733.05)	26.7%
4518 · ASSMT-FIRE SUPPRESSION BENEFIT	299,620.52	542,000.00	(242,379.48)	55.3%
4547 · SPEC ASSESSMT-RESCUE	417,477.84	754,000.00	(336,522.16)	55.4%
4580 · AMBULANCE REVENUE				
4580B · Ambulance Fees- PFY	51,200.74	32,916.67	18,284.07	155.5%
4580 · AMBULANCE REVENUE - Other	244,329.05	362,083.33	(117,754.28)	67.5%
Total 4580 · AMBULANCE REVENUE	295,529.79	395,000.00	(99,470.21)	74.8%
4590 · Cost Recovery Program	665.83	3,000.00	(2,334.17)	22.2%
4620 · OTHER REVENUE				
4620A · Special Event Standby	1,450.00	2,500.00	(1,050.00)	58.0%
4620C · Oth Rev-Miscellaneous	443.28	500.00	(56.72)	88.7%
4620E · Oth Rev-RENTS				
4620E-2 · Oth Rev Rent Grounds	0.00	2,000.00	(2,000.00)	0.0%
4620E-3 · Oth Rev Rent Mtg Rm	785.00	1,800.00	(1,015.00)	43.6%
Total 4620E · Oth Rev-RENTS	785.00	3,800.00	(3,015.00)	20.7%
4620G · Oth Rev-Signs	1,045.00	600.00	445.00	174.2%
4620H · Oth Rev-Subpna	30.00	10.00	20.00	200.0%
4620K · CPR and First Aid Classes	10.00	600.00	(590.00)	1.7%
4620L · Plan Review	7,900.00	2,800.00	5,100.00	282.1%
4620M · Field Inspection	1,680.00	1,200.00	480.00	140.0%
Total 4620 · OTHER REVENUE	13,343.28	12,000.00	1,343.28	111.2%
4640 · DONATIONS				
4640A · Aux	5,000.00			
4640B · Designated				
4640B-1 · Smoke Detector Program	421.00			
Total 4640B · Designated	421.00			
4640E · Misc Donations	15.00			
Total 4640 · DONATIONS	5,436.00			
Total Income	1,305,324.52	2,252,200.00	(946,875.48)	58.0%
Gross Profit	1,305,324.52	2,252,200.00	(946,875.48)	58.0%
Expense				
5100 · WAGES				
5101 · Wages				
5102 · Full Time Fire	524,196.80	1,112,000.00	(587,803.20)	47.1%
5103 · Part Time	26,919.72	53,000.00	(26,080.28)	50.8%
5104 · Admin	50,687.97	122,000.00	(71,312.03)	41.5%
5107 · Intern Pay	6,630.00	18,000.00	(11,370.00)	36.8%
5101 · Wages - Other	56,064.80	127,000.00	(70,935.20)	44.1%
Total 5101 · Wages	664,499.29	1,432,000.00	(767,500.71)	46.4%
5105 · PAYROLL TAX EXPENSE	11,217.37	29,900.00	(18,682.63)	37.5%

PENN VALLEY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual - Operating
 July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
5150 · PERS				
5151 · District Portion - Fire	36,312.54	80,000.00	(43,687.46)	45.4%
5153 · District Portion - Admin	4,107.01	10,000.00	(5,892.99)	41.1%
5161 · Dist Paid MOU Fire	13,541.26	38,000.00	(24,458.74)	35.6%
5170 · Unfunded Liability	28,689.00	57,400.00	(28,711.00)	50.0%
5150 · PERS - Other	16,898.43	36,000.00	(19,101.57)	46.9%
Total 5150 · PERS	99,548.24	221,400.00	(121,851.76)	45.0%
Total 5100 · WAGES	775,264.90	1,683,300.00	(908,035.10)	46.1%
5120 · HEALTH INSURANCE	73,219.90	225,000.00	(151,780.10)	32.5%
5121 · WORKERS COMP	39,175.50	78,400.00	(39,224.50)	50.0%
5200 · MISCELLANEOUS	0.00	1,500.00	(1,500.00)	0.0%
5202 · CLOTHING	3,498.69	14,000.00	(10,501.31)	25.0%
5203 · COMMUNICATIONS				
5203B · Communications-Internet	1,855.83	4,600.00	(2,744.17)	40.3%
5203C · Communications-Cell Phones	2,186.79	3,600.00	(1,413.21)	60.7%
5203E · Communications-Miscellaneous	323.91	900.00	(576.09)	36.0%
5203F · Communications-NCFA	620.73	1,000.00	(379.27)	62.1%
5203H · Communications-Pager/HT Repairs	674.01	2,500.00	(1,825.99)	27.0%
5203I · Communications-Telephone	1,412.78	3,000.00	(1,587.22)	47.1%
5203J · Commcnctns-Web Site Maintenance	12.95	300.00	(287.05)	4.3%
Total 5203 · COMMUNICATIONS	7,087.00	15,900.00	(8,813.00)	44.6%
5204 · EMERGENCY COMMAND CENTER	0.00	50,000.00	(50,000.00)	0.0%
5205 · FOOD	(57.73)	1,500.00	(1,557.73)	(3.8)%
5206 · HOUSEHOLD SUPPLIES	2,029.79	5,000.00	(2,970.21)	40.6%
5207 · LIABILITY INSURANCE	15,078.00	15,100.00	(22.00)	99.9%
5209 · EQUIPMENT MAINT				
5209A · Equip Maint-Air Station	433.63	1,200.00	(766.37)	36.1%
5209E · Equip Maint-Ladders	0.00	800.00	(800.00)	0.0%
5209F · Equip Maint-Biomedical	1,600.00	3,200.00	(1,600.00)	50.0%
5209G · Equip Maint-Miscellaneous	2,094.12	5,000.00	(2,905.88)	41.9%
5209I · Equip Maint-SCBA	490.25	2,200.00	(1,709.75)	22.3%
Total 5209 · EQUIPMENT MAINT	4,618.00	12,400.00	(7,782.00)	37.2%
5210 · STRUCTURE MAINTENANCE				
5210A · Structure Maint-Miscellaneous	3,706.64	10,000.00	(6,293.36)	37.1%
5210B · Structure Maint-Pest Control	996.00	2,400.00	(1,404.00)	41.5%
Total 5210 · STRUCTURE MAINTENANCE	4,702.64	12,400.00	(7,697.36)	37.9%
5211 · VEHICLE MAINTENANCE	20,952.78	30,000.00	(9,047.22)	69.8%
5212 · MEMBERSHIPS	1,634.06	3,000.00	(1,365.94)	54.5%
5213 · MEDICAL SUPPLIES	22,385.48	40,000.00	(17,614.52)	56.0%
5214 · OFFICE EXPENSE				
5214A · Office Exp-Miscellaneous	3,045.76	5,000.00	(1,954.24)	60.9%
5214C · Office Exp-Software	769.99	1,200.00	(430.01)	64.2%
5214E · Office Exp-Maint & Contracts	1,914.11	7,200.00	(5,285.89)	26.6%
Total 5214 · OFFICE EXPENSE	5,729.86	13,400.00	(7,670.14)	42.8%
5215 · PROFESSIONAL SVCS				
5215B · Prof Svcs-Audit	0.00	7,200.00	(7,200.00)	0.0%
5215D · Prof. Svcs-Benefit Assessmt				
5215D-1 · Prof Svcs-Assmt Fee Collection	0.00	4,000.00	(4,000.00)	0.0%
Total 5215D · Prof. Svcs-Benefit Assessmt	0.00	4,000.00	(4,000.00)	0.0%

PENN VALLEY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual - Operating
 July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
5215G · Prof Svcs-LafCo	2,084.00	2,000.00	84.00	104.2%
5215H · Prof Services, S-SV fee	1,125.00	1,500.00	(375.00)	75.0%
5215I · Prof Svcs-Legal	980.00	5,000.00	(4,020.00)	19.6%
5215J · Prof Svcs-Medical Director	2,500.00	6,000.00	(3,500.00)	41.7%
5215K · Prof Svcs-Miscellaneous	26,605.00	41,500.00	(14,895.00)	64.1%
5215N · Prof Svcs-SB2557 Prop Tx Admin	0.00	8,500.00	(8,500.00)	0.0%
5215O · Prof Svcs-Software/Tech Support	5,790.00	7,500.00	(1,710.00)	77.2%
5215P · Prof Svcs-Tax Roll Collect. RES	0.00	3,600.00	(3,600.00)	0.0%
5215R · Prof Svcs-Plan Review	1,900.00	2,400.00	(500.00)	79.2%
5215S · Prof Svcs-Ambulance Billing	25,197.19	38,000.00	(12,802.81)	66.3%
Total 5215 · PROFESSIONAL SVCS	66,181.19	127,200.00	(61,018.81)	52.0%
5216 · PUBLCTN	0.00	700.00	(700.00)	0.0%
5218 · RENTS	0.00	1.00	(1.00)	0.0%
5219 · FIRE PREVENTION				
5219A · Code Publications	429.83	500.00	(70.17)	86.0%
5219B · Investigation Supplies	1,673.68	2,500.00	(826.32)	66.9%
Total 5219 · FIRE PREVENTION	2,103.51	3,000.00	(896.49)	70.1%
5220 · SPEC DEPT EXPENSE				
5220D · Spec Dept Exp-House Signs	1,666.25	1,000.00	666.25	166.6%
5220F · Spec Dept Exp-Miscellaneous	405.01	1,000.00	(594.99)	40.5%
Total 5220 · SPEC DEPT EXPENSE	2,071.26	2,000.00	71.26	103.6%
5221 · EQUIPMENT	453.86	600.00	(146.14)	75.6%
5223 · FUEL	17,538.62	28,000.00	(10,461.38)	62.6%
5224 · UTILITIES				
5224A · Util-Garbage	1,598.22	3,200.00	(1,601.78)	49.9%
5224B · Util-Water Service	4,444.78	8,000.00	(3,555.22)	55.6%
5224C · Util-PG&E	3,918.28	13,000.00	(9,081.72)	30.1%
5224D · Util-Propane	851.34	3,800.00	(2,948.66)	22.4%
5224E · Annual Sewer Use & Waste Fees				
5224E-1 · EDUs	3,518.72	5,600.00	(2,081.28)	62.8%
Total 5224E · Annual Sewer Use & Waste Fees	3,518.72	5,600.00	(2,081.28)	62.8%
Total 5224 · UTILITIES	14,331.34	33,600.00	(19,268.66)	42.7%
5225 · TRAINING				
5225S · Training - Staff	281.52	6,000.00	(5,718.48)	4.7%
5225P · Training - Public	0.00	1,000.00	(1,000.00)	0.0%
Total 5225 · TRAINING	281.52	7,000.00	(6,718.48)	4.0%
5510 · CONTINGENCIES	0.00	25,000.00	(25,000.00)	0.0%
5555 · TRANSFER OUT	0.00	30,000.00	(30,000.00)	0.0%
Total Expense	1,078,280.17	2,458,001.00	(1,379,720.83)	43.9%
Net Ordinary Income	227,044.35	(205,801.00)	432,845.35	(110.3)%
Net Income	227,044.35	(205,801.00)	432,845.35	(110.3)%

PENN VALLEY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual - Building

November 2019

	Nov 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
5202 · CLOTHING				
5202B · Clothing-Miscellaneous	0.00	166.67	(166.67)	0.0%
5202E · Clothing-Turnouts	2,027.03	750.00	1,277.03	270.3%
Total 5202 · CLOTHING	2,027.03	916.67	1,110.36	221.1%
5221 · EQUIPMENT				
5221B · Equip-Hose	0.00	166.67	(166.67)	0.0%
5221C · Equip-Miscellaneous	0.00	250.00	(250.00)	0.0%
5221F · Equip-SCBA	0.00	166.67	(166.67)	0.0%
Total 5221 · EQUIPMENT	0.00	583.34	(583.34)	0.0%
5402 · STRUCTRS/IMPROVMTS	0.00	1,250.00	(1,250.00)	0.0%
5403 · OFFICE EQUIPMENT				
5403A · Computers	0.00	333.33	(333.33)	0.0%
5403B · Other	0.00	208.33	(208.33)	0.0%
Total 5403 · OFFICE EQUIPMENT	0.00	541.66	(541.66)	0.0%
5405 · OTHER EQUIPMENT	0.00	416.67	(416.67)	0.0%
5510 · CONTINGENCIES	0.00	83.33	(83.33)	0.0%
Total Expense	2,027.03	3,791.67	(1,764.64)	53.5%
Net Ordinary Income	(2,027.03)	(3,791.67)	1,764.64	53.5%
Net Income	(2,027.03)	(3,791.67)	1,764.64	53.5%

PENN VALLEY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual - Building

July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4301 · INTEREST INCOME	1,656.49	2,000.00	(343.51)	82.8%
4640 · DONATIONS				
4640A · Aux	50,000.00	90,000.00	(40,000.00)	55.6%
4640 · DONATIONS - Other	20,000.00			
Total 4640 · DONATIONS	70,000.00	90,000.00	(20,000.00)	77.8%
4998 · TRANSFER IN	0.00	30,000.00	(30,000.00)	0.0%
Total Income	71,656.49	122,000.00	(50,343.51)	58.7%
Gross Profit	71,656.49	122,000.00	(50,343.51)	58.7%
Expense				
5202 · CLOTHING				
5202B · Clothing-Miscellaneous	647.34	2,000.00	(1,352.66)	32.4%
5202E · Clothing-Turnouts	2,027.03	9,000.00	(6,972.97)	22.5%
Total 5202 · CLOTHING	2,674.37	11,000.00	(8,325.63)	24.3%
5221 · EQUIPMENT				
5221B · Equip-Hose	0.00	2,000.00	(2,000.00)	0.0%
5221C · Equip-Miscellaneous	2,616.26	3,000.00	(383.74)	87.2%
5221F · Equip-SCBA	0.00	2,000.00	(2,000.00)	0.0%
Total 5221 · EQUIPMENT	2,616.26	7,000.00	(4,383.74)	37.4%
5402 · STRUCTRS/IMPROVMTS	15,811.63	15,000.00	811.63	105.4%
5403 · OFFICE EQUIPMENT				
5403A · Computers	0.00	4,000.00	(4,000.00)	0.0%
5403B · Other	0.00	2,500.00	(2,500.00)	0.0%
Total 5403 · OFFICE EQUIPMENT	0.00	6,500.00	(6,500.00)	0.0%
5404 · AUTO EQUIP				
5404A · Ambulance Equip	70,846.46	70,500.00	346.46	100.5%
5404B · Engine Equip	0.00	27,000.00	(27,000.00)	0.0%
Total 5404 · AUTO EQUIP	70,846.46	97,500.00	(26,653.54)	72.7%
5405 · OTHER EQUIPMENT	4,333.78	5,000.00	(666.22)	86.7%
5510 · CONTINGENCIES	0.00	1,000.00	(1,000.00)	0.0%
Total Expense	96,282.50	143,000.00	(46,717.50)	67.3%
Net Ordinary Income	(24,626.01)	(21,000.00)	(3,626.01)	117.3%
Net Income	(24,626.01)	(21,000.00)	(3,626.01)	117.3%

PENN VALLEY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual - Impact
November 2019

	Nov 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4527 · DEVELOPMENT FEES	2,867.84	1,666.67	1,201.17	172.1%
Total Income	2,867.84	1,666.67	1,201.17	172.1%
Gross Profit	2,867.84	1,666.67	1,201.17	172.1%
Expense				
5402 · STRUCTRS/IMPROVMTS	0.00	833.33	(833.33)	0.0%
5403 · OFFICE EQUIPMENT	0.00	83.33	(83.33)	0.0%
5405 · OTHER EQUIPMENT	0.00	416.67	(416.67)	0.0%
5510 · CONTINGENCIES	0.00	166.67	(166.67)	0.0%
Total Expense	0.00	1,500.00	(1,500.00)	0.0%
Net Ordinary Income	2,867.84	166.67	2,701.17	1,720.7%
Net Income	2,867.84	166.67	2,701.17	1,720.7%

PENN VALLEY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual - Impact
July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4301 · INTEREST INCOME	180.99	500.00	(319.01)	36.2%
4527 · DEVELOPMENT FEES	17,413.35	20,000.00	(2,586.65)	87.1%
4640 · DONATIONS				
4640E · Misc Donations	0.12			
Total 4640 · DONATIONS	0.12			
Total Income	17,594.46	20,500.00	(2,905.54)	85.8%
Gross Profit	17,594.46	20,500.00	(2,905.54)	85.8%
Expense				
5402 · STRUCTRS/IMPROVMTS	0.00	10,000.00	(10,000.00)	0.0%
5403 · OFFICE EQUIPMENT	0.00	1,000.00	(1,000.00)	0.0%
5404 · AUTO EQUIP				
5404A · Ambulance Equip	30,281.77	30,500.00	(218.23)	99.3%
5404B · Engine Equip	0.00	11,500.00	(11,500.00)	0.0%
Total 5404 · AUTO EQUIP	30,281.77	42,000.00	(11,718.23)	72.1%
5405 · OTHER EQUIPMENT	0.00	5,000.00	(5,000.00)	0.0%
5510 · CONTINGENCIES	0.00	2,000.00	(2,000.00)	0.0%
Total Expense	30,281.77	60,000.00	(29,718.23)	50.5%
Net Ordinary Income	(12,687.31)	(39,500.00)	26,812.69	32.1%
Net Income	(12,687.31)	(39,500.00)	26,812.69	32.1%

PENN VALLEY FIRE
PROTECTION DISTRICT

PERIODICAL WRITTEN REPORTS

PENN VALLEY FIRE
PROTECTION DISTRICT

FIRE CHIEF'S REPORT

Chief's Report

January 7, 2020

By: Don Wagner

For the month of December 2019 our crews responded to 124 calls for service as of this writing. That compares to 140 calls in 2018 and 149 calls in 2017. Of those calls in 2019 twenty times we had two calls in the same hour and on twice we had three calls in the same hour.

We remain fully staffed with all 12 positions filled. We have three part time employees with one of those in FTO as a Paramedic. We are conducting intern interviews for the next group that will start in late January or early February.

The new ambulance will be completed this month and I will be going back to pick it up. Once it arrives, we need to have a few equipment items and the radios installed before placing it in service.

A little while back we had an ambulance leave an incident where the ambulance contacted the rain gutter of a house on Hummingbird drive causing some damage to the gutter. We have a contractor that will be replacing a section of gutter for a cost of \$370. The company officer was counseled for not utilizing a backer that was available. Minor damage to the back wall of the ambulance.

Engine 43 is back in service after having some damage repaired after contact with a tree. While it was out of service at the shop, we had a couple of coolant leaks and an air leak repaired. We also upgraded the telescoping scene lights to LED from the original halogen lights. This increased the light output considerably as well as reduced the electrical load on the vehicle charging system.

Emergency Medical Services

Patient Care and Transport November/December 2019:

85/72- dispatches
 50/47- patients transported
 59%/65%- patient transport rate

Penn Valley Fire Protection District - Response Time Compliance - 2019

PVFPD	Urban Code 3 (10 Min. 90% of the time)				Rural Code 3 (20 Min. 90% of the time)				Urban - Code 2		Rural - Code 2		ASAP All Calls
	Month	# of Calls	# Late	Late %	On Time %	# of Calls	# Late	Late %	On Time %	# of Calls	Avg. Response Time	# of Calls	Avg. Response Time
Jan-19	41	2	5%	95.1%	10	0	0%	100.0%	17	0:09:55	2	0:13:13	3
Feb-19	33	0	0%	100.0%	5	0	0%	100.0%	8	0:10:26	2	0:21:54	4
Mar-19	43	4	9%	90.7%	10	0	0%	100.0%	18	0:08:46	3	0:20:59	1
Apr-19	36	2	6%	94.4%	5	0	0%	100.0%	10	0:08:01	4	0:13:50	2
May-19	39	3	8%	92.3%	8	1	13%	87.5%	15	0:07:15	1	0:09:47	4
Jun-19	50	5	10%	90.0%	21	1	5%	95.2%	12	0:09:28	3	0:18:42	2
Jul-19	37	6	16%	83.8%	21	1	5%	95.2%	13	0:09:40	6	0:17:05	3
Aug-19	34	1	3%	97.1%	14	0	0%	100.0%	7	0:08:42	1	0:11:16	2
Sep-19	49	5	10%	89.8%	14	0	0%	100.0%	9	0:07:23	3	0:12:35	2
Oct-19	34	3	9%	91.2%	8	0	0%	100.0%	11	0:09:01	3	0:20:03	0

Both FF Gault and FF Oregel have accomplished state licensure as paramedics. Congratulations are due to them and we are excited to have them serving in this new capacity. FF Justus has resumed his position with us and is again a member of our quality improvement team. His experience and ability are a welcome addition to the team. We again have our regular staffing level of nine full-time paramedics and three full-time EMT's. With our handful of part-time staff in both classifications staffing has stabilized, and we expect an easier time maintaining EMS coverage.

Call volume is about 10% higher this year than last. Some of this is related to increased cover assignments to our neighbors at BiCounty Ambulance and Sierra Nevada Ambulance. The rest is attributable to regular growth in our District. We missed our response time requirement three times in 2019, twice in the urban and once in the rural zone(s). This will continue to be a challenge until we can successfully increase our staffing from four staff per day to six. Doing so will allow us to staff two ambulances regularly and still maintain fire response coverage. Relying on mutual aid from neighboring agencies is not a long-term option to relieve this pressure.

Meetings/Training:

- Captain Thomas attended the California EMS Commission meeting December 4th.

Fire Prevention & Investigations

Projects:

- More commercial cannabis projects have obtained final approval.
- Staff is continuing to work with Nevada County CDA to improve processes relative to cannabis applications in order to prepare for next year's growing season.
- Engine companies continue inspections of assembly occupancies.
- The Broken Oak apartment complex is still awaiting its annual inspection. Staff is working with the manager to complete this task.
- The proposed Broken Oak senior apartment complex has started initial plan review. They expect to break ground in the spring of 2020. This complex will have 34 units and is three stories in height.
- Annual school inspections will begin this March.
- Staff continues to work with the CDA and County BoS to get the 2019 Fire Code adoption completed. Meetings will be held with individual supervisors to educate them on the need for residential fire sprinklers in manufactured homes. Contact was made with the El Dorado County Fire Prevention Officers to obtain an educational white paper on the topic.

Meetings/Training:

- Captain Thomas met with Nevada County CDA staff to resolve process issues in the cannabis approval system for 2020 on December 18th.
- Captain Thomas met with CDA staff, neighboring fire marshals and the Nevada County Cannabis Alliance on December 18th.

PENN VALLEY FIRE
PROTECTION DISTRICT

DISCUSSION/ACTION ITEMS

DATE: January 7, 2020

AGENDA ITEM #: VI-2

AGENDA ITEM DESCRIPTION: Election of Officers (Chairperson and Vice-Chairperson)

STAFF: Debbie Hughes

RECOMMENDATION: None

FISCAL IMPACT: None

BACKGROUND AND INFORMATION:

The Board has historically decided to elect a new Chairperson and Vice-Chairperson, or stay with the same slate each January.

DATE: January 7, 2020

AGENDA ITEM # VI-3

AGENDA ITEM DESCRIPTION: Authorized Signatures Nevada County Auditor-Controller -
Calendar Year 2020

STAFF: Debbie Hughes

RECOMMENDATION: Sign the Authorized Signature List as presented

FISCAL IMPACT: None

BACKGROUND AND INFORMATION:

We are required to annually submit the District's authorized signers for the warrant requests processed by the Nevada County Auditor-Controller's office. We've had no changes in the past year.

NEVADA COUNTY AUDITOR CONTROLLER'S OFFICE

Please provide the Nevada County Auditor-Controller's office with the following information:

District/Commission: Penn Valley Fire Protection District
 Location: 10513 Spenceville Road
 Mailing Address: P.O. Box 180
Penn Valley, CA 95946
 Telephone #: 530-432-2630
 Main Email Address: mthelen@pennvalleyfire.com pvsdchief@pennvalleyfire.com

District Board/Commission Members

NAME & TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS
David Farrell, Chairman	11563 Linnet Court, Penn Valley, CA 95946	432-4980 dfarrell@pennvalleyfire.com
Kurt Grundel, Vice-Chairman	11982 El Nora Dr., Penn Valley, CA 95946	300-4357 kgrundel@pennvalleyfire.com
Terry McMahan, Director	P.O. Box 180, Penn Valley, CA 95946	913-4587 tmcmahen@pennvalleyfire.com
Bruce Puphal, Director	12851 Ridgecrest Place Penn Valley, CA 95946	432-9828 bpuphal@pennvalleyfire.com
Bruce Stephenson, Director	P.O. Box 641, Penn Valley, CA 95946	916-996-5838 bstephenson@pennvalleyfire.com

Signatures of persons authorized to request payments.

NAME & TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS
David Farrell, Chairman	same as above	same as above
Kurt Grundel, Vice-Chairman	same as above	same as above
Terry McMahan, Director	same as above	same as above
Bruce Puphal, Director	same as above	same as above
Bruce Stephenson, Director	same as above	same as above
Donald Wagner, Chief	12561 La Vida Lane, Wilton, CA 95693	559-8816 dwagner@pennvalleyfire.com
Michele Thelen, Finance Administrator	18875 Hummingbird Dr. Penn Valley, CA 95946	916-214-7298 mthelen@pennvalleyfire.com
Debra Hughes, Office Administrator	17296 Clover Rd, Penn Valley, CA 95946	559-8987 dhughes@pennvalleyfire.com

The above information is correct and has been approved by the District Board/Commission meeting on

Date

Chairman

Date

**A minimum of two authorized signatures are required on all payment requests.
 At least one signature shall be a Board/Commission Member
 The District Board must approve all claims for payment prior to submittal.
 Additional documentation as may be required by law or restrictions placed by this office**

When changes occur within your District/Commission, please submit an updated form. The above authorization automatically expires on January 31, of each year and must be replaced by a new authorization before January 31, to ensure continual processing of payment requests.

DATE: January 7, 2020

AGENDA ITEM #: VI-4

AGENDA ITEM DESCRIPTION: Upgrade Portable Radio's

STAFF: Captain Pitts

RECOMMENDATION: Approve the purchase of 15 portable radios and appropriate accessories

FISCAL IMPACT: Not to exceed \$38,000.00

BACKGROUND AND INFORMATION:

For many years Penn Valley Fire has utilized the GPH CMD portable radios to be "in line" with cooperating agencies, more specifically CAL FIRE and the USFS. Last year it was announced that those radios were beginning to be phased out and not supported on major incidents, recently we found out that CAL FIRE is has stopped supporting them as of 2020.

The updated radios that are needed to be in line with CAL FIRE are the KNG-P150CMD, these radios increase our frequency capabilities from 500 channels to 5,000 channels, we will be able to utilize CAL FIRE's radio program which will save staff hours and we will have no issues communicating on incidents, thus making it safer for everyone involved.

The quote includes 15 portable radios to be issued to line staff as well as re-chargeable batteries, re-useable AA battery clamshells, antennas, lapel microphones for all 15 radios, desktop and vehicle chargers and the appropriate programming software and cables.

My goal is to have these radios in service and have staff trained in their use by the start of fire season.

DATE: January 7, 2020

AGENDA ITEM #: VI-5

AGENDA ITEM DESCRIPTION: Declaring apparatus surplus

STAFF: Chief Wagner

RECOMMENDATION: The Board declare M 98-01 surplus

FISCAL IMPACT: Minimal revenue from the sale of

BACKGROUND AND INFORMATION: We will soon take delivery of the new medic 43 and here is our current fleet of Amblances;

Medic 44 is a 2014 Ram / Braun Type 1 four-wheel drive

Medic 43 is a 2007 International/Roar Rescue Type 1 medium duty

Medic 45 is a 2001 Freightliner/Road Rescue Type 1 medium duty

Rescue 44 is a 1998 Ford/Road Rescue Type III ambulance

We will be taking delivery of the new medic 43 later this month and that will bring us a fifth ambulance in the fleet. This is an almost identical ambulance to medic 44. The plan is once the new ambulance is placed in service that the current M-43 will become Medic 45 as the reserve ambulance and the current M45 will become the rescue.

M 98-01 was purchased new in 1998 and is a Type III van cutaway ambulance. It is on a Ford E-350 chassis with the power stroke diesel motor. It has 117,434 hard miles on it. It currently has an oil leak that that being van type chassis is difficult to locate as well as possible repairs due to the tight fitting engine compartment space. The difference between the GVW and the unladen weight is close and has been an issue in the past.

In 2014 we repurposed the reserve ambulance as a rescue and put the swift water and rope rescue equipment in that vehicle. It was worked well to have all of that gear stored in a vehicle for a faster response and being the vehicle is enclosed with heater and air conditioner it has made donning and doffing the dry suits much better for our crews.

PENN VALLEY FIRE
PROTECTION DISTRICT

DIRECTOR'S REPORTS