



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

"Providing Quality Emergency Response And Fire Protection For The Public"

Minutes

Mi-Wuk Sugar Pine Fire Protection District

Board of Directors

Regular Meeting, 7:00 PM, Tuesday, September 8, 2020

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

In order to protect public health and the safety of our citizens, the facilities used for this meeting will be sanitized prior to the meeting and social distancing guidelines will be followed.

Face masks are encouraged.

1. Call to Order – 7:02 PM
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald - Present
 - b. Vice President Afshar - Present
 - c. Treasurer Massman - Absent
 - d. Director Doss - Present
 - e. Director Blake - Present
 - f. Also Present:
 - i. Chief Klyn - Present
 - ii. Office Manager/Board Clerk Dahlin - Present
 - iii. Guests: _____
4. Oral Communications: This is the time for the public to address the Board of Directors on any matter not on the agenda, but within the jurisdiction of the Board of Directors. Each person shall be permitted to speak for no more than 5 minutes; persons speaking on the behalf of an organization may speak for no more than 15 minutes. Those wishing to speak on a matter that is on the agenda may do so at the time the item is taken up by the Board of Directors. There were none.
5. Approval of the Minutes of the August 11, 2020 Regular Meeting.
Moved to Approve: Vice President Afshar Seconded: Director Blake
Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
6. Approval of the Minutes of the August 17, 2020 Special Meeting.
Moved to Approve: Director Doss Seconded: Vice President Afshar
Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
7. Written Communications:
 - a. Letter from California Fire Foundation Re: PPE Replacement Grant – President McDonald summarized the letter that approved the District for a \$15000 grant and Chief Klyn explained the it will be used to cover most of the remaining cost of the PPE that will be purchased with the VFA grant, which is a 50/50 grant.

8. Swearing in and badge pinning of Intern Fire Fighters; Chief Klyn swore in Intern Fire Fighter Dillon Albino and his father pinned his badge on him.
9. Reports:
 - a. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President. No report.
 - b. USFS Report: No report.
 - c. CAL FIRE Report: No Report.
 - d. Chief's Report: James Klyn, Fire Chief, read and elaborated on the written report that is in the meeting record.
 - e. District Policies & Procedures Committee: Director Doss. The committee did not meet.
 - f. Treasurers Report on Budget Committee and Financial Reports: President McDonald presented the report of the Budget Committee meeting, prepared by Treasurer Massman, that is in the meeting record.

Financial Reports for Month Ending July 31, 2020:

- i. Tuolumne County Trial Balance
- ii. Tuolumne County Budget Status
- iii. Month End Cash on Hand History

Moved to Receive: Director Blake Seconded: Director Doss

Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

10. Discussion and Action Items:

- a. President McDonald opened the PUBLIC HEARING on the 2020/2021 Final Budget for the Mi-Wuk Sugar Pine Fire Protection District; Office Manager Dahlin informed the Board that DRAFT – 2 of the proposed budget, in the amount of \$973,848.61, was added to the meeting packets on September 8 (and replaces the original) to update the revenue and expenses for the strike team deployments as they both increased substantially since the meeting packets were distributed. President McDonald went over, and the Directors discussed, the portions of Treasurer Massman's report that relate to the proposed budget. Director Doss asked about the budgeted amount for vehicle maintenance and said he would like to see it increased in the future. As there were no further questions from the Board and none from the Public. President McDonald closed the PUBLIC HEARING.
- b. Adoption of the 2020/2021 Final Budget:
Moved to Approve: Director Doss Seconded: Vice President Afshar
Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- c. Adoption of Resolution Number 2020.09.08.1 approving the Department of Forestry and Fire Protection Agreement #7FG20074 under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2020-21 for an amount not to exceed \$15,585.00 on a 50/50 matching funds basis.
Moved to Approve: Director Blake Seconded: Director Doss
Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- d. Status of the Joint Exercise of Powers Agreement for Tuolumne County Fire Authority; Chief Klyn said that there are no new developments since the last meeting. A Tuolumne County Fire Chief's meeting will be held in two days for more discussion on it. It is likely at this point that it will be a one-page JPA just for the tax which would be a straight pass through, less a small percentage. The Tuolumne County Board of Supervisors will be discussing it again on September 29th.

- e. Status of community fire alarms; Chief Klyn reported that Tuolumne City used a CFF grant last year to purchase an electronic one for about \$12000 but cannot find an electrician to install it. A Twain Harte CERT member was able to get Twain Harte's old pneumatic one working but they are still looking for a new electronic one. Chief Klyn plans to work with the CERT member and Tim. It is possible that a regional grant for a county-wide system could be pursued.
11. Director's Comments and Requests: Directors may report about various matters involving the District or may request matters be included on subsequent meeting agenda(s) for discussion and/or action. Discussion will be limited to that necessary to clarify an issue or request. No action will be taken. The Directors and Chief Klyn expressed their appreciation for each other and the firefighters for the improvements in the fleet, staffing and revenue from deployments.
12. Final audience comments: Sherry Blake said that the Auxiliary fundraiser has received close to \$5000 so far and that the annual membership mailing will be sent out soon.
13. Adjournment: - 8:02 PM

Approved by the District Board of Directors in the meeting assembled October 13, 2020.

President McDonald

**Report of the Auxiliary President
October 2020**

- No Potluck was held this month.
- No Auxiliary meeting was held this month.
- The current fundraiser has brought in about \$5,000.
- Our annual membership drive is in progress. Again this year we have a raffle/\$10.00 per ticket with the chance of winning a \$300, \$200, or \$100 prize. Winners will be announced at the December Fire Board meeting.
- The Auxiliary has purchased a storage container that will be placed on the back of the fire department lot. This container will be used to storage rummage sale items that are donated during the year by those clearing out a cabin or home.
- Dessert is being provided tonight by Kathy Parker.

Sherry Blake

Sherry Blake, Auxiliary President



MI-WUK SUGAR PINE FIRE PROTECTION DISTRICT

"Providing Quality Emergency Response And Fire Protection For The Public"

Chiefs Notes September

1. Teran got a job with Rancheria Fire
2. Engineer hiring has been on hold to fires throughout California
3. Hired new Firefighter, plus Firefighter Olivia has returned
4. New Engine Bosses have been taking apparatus on deployments
5. WT-777 assisted with the August Complex Fire for 3 weeks in northern CA
6. E-773 assisted with the Slater Fire and Fox Fire in the Klamath
7. E-776 assisted with the Glass Fire in Napa
8. New storage and training containers ordered by Auxiliary
9. Incident breakdown for September:
 - a. 32 incidents-
 - b. 09 in District
 - c. 23 out of District
 - d. 13 EMS (Emergency Medical Service)
 - e. 03 MVA (Motor Vehicle Accident)
 - f. 10 fires
 - g. 04 PSA (Public Service Assist)
 - h. 03 Haz

Selection Criteria:

Fiscal Year 2021 Period 2 (August)
Fund 9030 Mi-Wuk Fire District

<u>Account</u>	<u>Description</u>	<u>Beginning</u>	<u>Net Activity</u>	<u>Ending</u>
100100	Equity In Treasurers Pooled Ca	139,966.78	-30,395.31	109,571.47
100400	Petty Cash	500.00	0.00	500.00
120000	Land	73,132.00	0.00	73,132.00
122000	Buildings And Improvements	731,393.11	0.00	731,393.11
124000	Equipment	439,240.10	0.00	439,240.10
127000	Accum Depreciation-Bldgs & Imp	-310,331.00	0.00	-310,331.00
129100	Accum Depreciation-Equipment	-127,785.92	0.00	-127,785.92
	Total Assets	946,115.07	-30,395.31	915,719.76
201210	Notes Payable-Current	-28,220.28	0.00	-28,220.28
202100	Accounts Payable	0.00	0.00	0.00
202200	Sales Tax Payable	-56.73	0.00	-56.73
203150	Payroll Clearing Account	0.00	0.00	0.00
203210	Salaries & Benefits Payable	-11,074.05	-47,282.67	-58,356.72
203215	Accrued Vacation	-8,147.00	0.00	-8,147.00
203225	Accrued Sick	-6,425.00	0.00	-6,425.00
203400	Workers Compensation Payable	-8,030.90	0.00	-8,030.90
203500	Federal Withholding Payable	-815.60	-14,942.83	-15,758.43
203600	FICA Payable	-2,049.36	-11,485.86	-13,535.22
203700	State Withholding Payable	-221.32	-6,359.94	-6,581.26
203935	Deferred Compensation Benefits	-125.00	-12.50	-137.50
203945	SDI Payable	-133.95	-750.70	-884.65
204105	Interest Payable	-1,981.84	0.00	-1,981.84
221005	Notes Payable-Long Term	-156,948.46	0.00	-156,948.46
	Total Liabilities	-224,229.49	-80,834.50	-305,063.99
262010	Agency Obligation	-12,027.50	0.00	-12,027.50
280600	Capital Assets, net	-805,648.29	0.00	-805,648.29
	Total Fund Balance	-817,675.79	0.00	-817,675.79
412110	Ppty Taxes - Current Unsecured	227.46	0.00	227.46
459119	State - Emergency Fire Fightin	28,634.78	-7,753.78	20,881.00
483110	Miscellaneous Income	-40.00	0.00	-40.00
483111	Misc Income - Reimbursements	-187.71	0.00	-187.71
496000	Donations	-25.00	0.00	-25.00
496060	Donations- Auxiliary-Utilities	-309.00	-137.20	-446.20
496065	Donations- Auxiliary- Misc	-128.60	-359.59	-488.19
	Total Revenue	28,171.93	-8,250.57	19,921.36
511110	Regular Salaries	18,042.28	95,341.25	113,383.53
511132	Recruitment Expense	0.00	114.00	114.00
511140	Salaries - Termination	1,037.70	0.00	1,037.70
511153	Part-Time/Reserve Salaries	5,981.67	4,765.82	10,747.49
511160	Overtime Salaries	8,360.25	7,006.35	15,366.60
512225	Life Insurance	27.00	0.00	27.00
512310	Workers Compensation Insurance	14,736.76	0.00	14,736.76
512410	F.I.C.A.	2,556.75	8,194.26	10,751.01
512420	Unemployment Insurance	125.00	125.00	250.00
521210	Clothing & Personal Supplies	-9.08	0.00	-9.08
521310	Communications	0.00	529.66	529.66
521510	Household Expense	16.14	245.21	261.35
521610	Insurance	6,581.00	0.00	6,581.00
522110	Maintenance Equipment	420.00	168.27	588.27
522120	Maint Equip-Vehicles	0.00	445.88	445.88
522177	Fire Extinguisher Testing	0.00	129.73	129.73
522510	Maintenance - Buildings & Imps	255.29	-6.84	248.45

TRIAL BALANCE

BY FUND

Selection Criteria:

Fiscal Year 2021 Period 2 (August)
Fund 9030 Mi-Wuk Fire District

<u>Account</u>	<u>Description</u>	<u>Beginning</u>	<u>Net Activity</u>	<u>Ending</u>
525110	Office Expense	0.00	177.74	177.74
525150	Office Expense - Postage	124.35	27.60	151.95
526124	P S & S-Auditor-Controller	180.25	147.00	327.25
527210	Rents & Leases-Equipment	114.00	140.97	254.97
529110	Transp. & Travel - Fuel	0.00	1,401.69	1,401.69
529130	Trans. & Travel - Private Auto	0.00	60.09	60.09
529210	Utilities	809.25	466.70	1,275.95
529910	Expendable Equipment	177.18	0.00	177.18
598410	Interest - Long-Term Debt	8,082.49	0.00	8,082.49
	Total Expenditures	67,618.28	119,480.38	187,098.66
822	Overtime Hours	279.90	244.00	523.90
850	Vacation Taken	84.00	49.40	133.40
852	Sick Leave	41.60	0.00	41.60
860	Vacation Leave Pay Off	63.09	0.00	63.09
	Total Non-Budgetary Expenditures	468.59	293.40	761.99
		468.59	293.40	761.99

Report ID: TCGL0012R

PeopleSoft
ORGANIZATION BUDGET STATUS

Page No. 1
Run Date 09/23/2020
Run Time 09:43:52

Fiscal Year: 2021 As of: 08-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 500 Revenue

Mi Wuk Fire

<u>Fund</u>	<u>Dept.</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Current Period</u>	<u>Amount Received</u>	<u>Remaining Amount</u>	<u>Percent Remaining</u>
9030	204500	0000	411110	Ppty Taxes -Current Secured	192,021.00	0.00	0.00	192,021.00	100.00
9030	204500	0000	412110	Ppty Taxes - Current Unsecured	4,566.00	0.00	-227.46	4,793.46	104.98
9030	204500	0000	414110	Ppty Taxes - Prior Unsecured	92.00	0.00	0.00	92.00	100.00
9030	204500	0000	416110	Supplemental Property Taxes -	3,564.00	0.00	0.00	3,564.00	100.00
				Total Taxes	200,243.00	0.00	-227.46	200,470.46	100.11
9030	204500	0000	441110	Interest Income	1,510.00	0.00	0.00	1,510.00	100.00
				Total Revenue From Use of Money And	1,510.00	0.00	0.00	1,510.00	100.00
9030	204500	0000	458110	State - Homeowners' Property T	2,060.00	0.00	0.00	2,060.00	100.00
				Total State Revenues	2,060.00	0.00	0.00	2,060.00	100.00
9030	204500	0000	469840	Other Govs- San Francisco	613.00	0.00	0.00	613.00	100.00
				Total Federal Revenues	613.00	0.00	0.00	613.00	100.00
9030	204500	0000	471211	Benefit Assessments-Fire Assmt	285,413.00	0.00	0.00	285,413.00	100.00
				Total Charges for Services	285,413.00	0.00	0.00	285,413.00	100.00
9030	204500	0000	483110	Miscellaneous Income	117.00	0.00	40.00	77.00	65.81
9030	204500	0000	483111	Misc Income - Reimbursements	20.00	0.00	0.00	20.00	100.00
				Total Miscellaneous Revenues	137.00	0.00	40.00	97.00	70.80
9030	204500	0000	491110	Sale Of Fixed Assets	0.00	0.00	0.00	0.00	0.00
9030	204500	0000	496000	Donations	717.00	0.00	25.00	692.00	96.51
				Total Other Financing Sources	717.00	0.00	25.00	692.00	96.51
				Department Total	490,693.00	0.00	-162.46	490,855.46	100.03

Report ID: TCGL0012R

PeopleSoft
ORGANIZATION BUDGET STATUS

Page No. 2
Run Date 09/23/2020
Run Time 09:43:53

Fiscal Year: 2021 As of: 08-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 550 Revenue

MI Wuk- Special Projects

<u>Fund</u>	<u>Dept.</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Current Period</u>	<u>Amount Received</u>	<u>Remaining Amount</u>	<u>Percent Remaining</u>
9030	204550	0000	459119	State - Emergency Fire Fightin	0.00	7,753.78	-20,881.00	20,881.00	0.00
				Total State Revenues	0.00	7,753.78	-20,881.00	20,881.00	0.00
9030	204550	0000	469207	Fed- VFA Grant	15,585.00	0.00	0.00	15,585.00	100.00
				Total Federal Revenues	15,585.00	0.00	0.00	15,585.00	100.00
9030	204550	0000	483111	Misc Income - Reimbursements	4,710.00	0.00	187.71	4,522.29	96.01
9030	204550	0000	489107	California Fire Foundation	0.00	0.00	0.00	0.00	0.00
				Total Miscellaneous Revenues	4,710.00	0.00	187.71	4,522.29	96.01
9030	204550	0000	496060	Donations- Auxiliary-Utilities	4,560.00	137.20	446.20	4,113.80	90.21
9030	204550	0000	496063	Donations- Auxiliary- Clothing	15,585.00	0.00	0.00	15,585.00	100.00
9030	204550	0000	496065	Donations- Auxiliary- Misc	6,695.00	359.59	488.19	6,206.81	92.71
				Total Other Financing Sources	26,840.00	496.79	934.39	25,905.61	96.52
				Department Total	47,135.00	8,250.57	-19,758.90	66,893.90	141.92
				Fund Total	537,828.00	8,250.57	-19,921.36	557,749.36	103.70

End of Report

Fiscal Year: 2021 As of: 08-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 500 Expense

Mi Wuk Fire

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Encumbered Amount	Expended Amount	Remaining Amount	Percent Remaining
9030	204500	0000	511110	Regular Salaries	205,718.00	14,772.82	0.00	32,815.10	172,902.90	84.05
9030	204500	0000	511132	Recruitment Expense	1,538.00	114.00	0.00	114.00	1,424.00	92.59
9030	204500	0000	511140	Salaries - Termination	0.00	0.00	0.00	1,037.70	-1,037.70	0.00
9030	204500	0000	511153	Part-Time/Reserve Salaries	72,000.00	4,765.82	0.00	10,747.49	61,252.51	85.07
9030	204500	0000	511160	Overtime Salaries	51,367.00	7,006.35	0.00	15,366.60	36,000.40	70.08
9030	204500	0000	512215	Employee Physicals	161.00	0.00	0.00	0.00	161.00	100.00
9030	204500	0000	512225	Life Insurance	2,722.00	0.00	0.00	27.00	2,695.00	99.01
9030	204500	0000	512310	Workers Compensation Insurance	14,737.00	0.00	0.00	14,736.76	0.24	0.00
9030	204500	0000	512320	Sheriff (4850) Salaries	0.00	0.00	0.00	0.00	0.00	0.00
9030	204500	0000	512410	F.I.C.A.	25,093.00	7,514.97	0.00	10,071.72	15,021.28	59.86
9030	204500	0000	512420	Unemployment Insurance	1,500.00	125.00	0.00	250.00	1,250.00	83.33
				Total Salaries and Employee Benefits	374,836.00	34,298.96	0.00	85,166.37	289,669.63	77.28
9030	204500	0000	521210	Clothing & Personal Supplies	1,000.00	0.00	0.00	-9.08	1,009.08	100.91
9030	204500	0000	521310	Communications	4,987.00	529.66	0.00	529.66	4,457.34	89.38
9030	204500	0000	521425	Food - Other	255.00	0.00	0.00	0.00	255.00	100.00
9030	204500	0000	521510	Household Expense	1,100.00	81.77	0.00	97.91	1,002.09	91.10
9030	204500	0000	521610	Insurance	5,637.00	0.00	0.00	6,581.00	-944.00	-16.75
9030	204500	0000	522110	Maintenance Equipment	4,289.00	168.27	0.00	588.27	3,700.73	86.28
9030	204500	0000	522120	Maint Equip-Vehicles	12,000.00	445.88	0.00	445.88	11,554.12	96.28
9030	204500	0000	522122	Maint- Vehicles- Internal	3,500.00	0.00	0.00	0.00	3,500.00	100.00
9030	204500	0000	522177	Fire Extinguisher Testing	340.00	129.73	0.00	129.73	210.27	61.84
9030	204500	0000	522510	Maintenance - Buildings & Imps	2,346.00	-6.84	0.00	248.45	2,097.55	89.41
9030	204500	0000	522512	Maintenance - Grounds	50.00	0.00	0.00	0.00	50.00	100.00
9030	204500	0000	523210	Dues & Memberships	3,020.00	0.00	0.00	0.00	3,020.00	100.00
9030	204500	0000	525110	Office Expense	1,600.00	90.48	0.00	90.48	1,509.52	94.35
9030	204500	0000	525140	Office Expense - Photocopy	50.00	0.00	0.00	0.00	50.00	100.00
9030	204500	0000	525150	Office Expense - Postage	400.00	27.60	0.00	151.95	248.05	62.01
9030	204500	0000	526106	P S & S - Tax Admin Fee	5,528.00	0.00	0.00	0.00	5,528.00	100.00
9030	204500	0000	526107	P S & S -Tax Parcel Fee	4,201.00	0.00	0.00	0.00	4,201.00	100.00
9030	204500	0000	526110	P S & S-Professional Services	10,112.00	0.00	0.00	0.00	10,112.00	100.00
9030	204500	0000	526124	P S & S-Auditor-Controller	2,474.00	147.00	0.00	327.25	2,146.75	86.77
9030	204500	0000	527110	Publications & Legal Notices	250.00	0.00	0.00	0.00	250.00	100.00
9030	204500	0000	527210	Rents & Leases-Equipment	2,825.00	140.97	0.00	254.97	2,570.03	90.97
9030	204500	0000	527310	Rents & Leases - Bldgs & Impro	135.00	0.00	0.00	0.00	135.00	100.00
9030	204500	0000	527410	Small Tools	300.00	0.00	0.00	0.00	300.00	100.00
9030	204500	0000	528110	Special Departmental Expense	1,844.00	0.00	0.00	0.00	1,844.00	100.00
9030	204500	0000	528184	SDE-Awards & Certificates	6.00	0.00	0.00	0.00	6.00	100.00
9030	204500	0000	529110	Transp. & Travel - Fuel	10,000.00	646.29	0.00	646.29	9,353.71	93.54
9030	204500	0000	529120	Travel - Training And Seminars	2,500.00	0.00	0.00	0.00	2,500.00	100.00
9030	204500	0000	529130	Trans. & Travel - Private Auto	450.00	60.09	0.00	60.09	389.91	86.65
9030	204500	0000	529140	Travel	100.00	0.00	0.00	0.00	100.00	100.00

Report ID: TCGL0012

PeopleSoft
ORGANIZATION BUDGET STATUS

Page No. 2
Run Date 10/08/2020
Run Time 11:50:24

Fiscal Year: 2021 As of: 08-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 500 Expense

Mi Wuk Fire

<u>Fund</u>	<u>Dept.</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Current Period</u>	<u>Encumbered Amount</u>	<u>Expended Amount</u>	<u>Remaining Amount</u>	<u>Percent Remaining</u>
9030	204500	0000	529210	Utilities	9,917.00	297.02	0.00	782.57	9,134.43	92.11
9030	204500	0000	529910	Expendable Equipment	4,092.00	0.00	0.00	177.18	3,914.82	95.67
				Total Services and Supplies	95,308.00	2,757.92	0.00	11,102.60	84,205.40	88.35
9030	204500	0000	542200	Buildings & Improvements	1,650.00	0.00	0.00	0.00	1,650.00	100.00
9030	204500	0000	543000	Vehicles	0.00	0.00	0.00	0.00	0.00	0.00
				Total Fixed Assets	1,650.00	0.00	0.00	0.00	1,650.00	100.00
9030	204500	0000	559000	Fixed Asset Contra Account	0.00	0.00	0.00	0.00	0.00	0.00
				Total Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00
9030	204500	0000	598410	Interest - Long-Term Debt	34,643.00	0.00	0.00	8,082.49	26,560.51	76.67
				Total Depreciation	34,643.00	0.00	0.00	8,082.49	26,560.51	76.67
9030	204500	0000	691110	Appropriation For Contingencie	44,189.00	0.00	0.00	0.00	44,189.00	100.00
9030	204500	0000	691170	Contingencies- Long Term Debt	156,943.00	0.00	0.00	0.00	156,943.00	100.00
				Total Appropriation for Contingencie	201,132.00	0.00	0.00	0.00	201,132.00	100.00
				Department Total	707,569.00	37,056.88	0.00	104,351.46	603,217.54	85.25

Fiscal Year: 2021 As of: 08-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 550 Expense

MI Wuk- Special Projects

<u>Fund</u>	<u>Dept.</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Current Period</u>	<u>Encumbered Amount</u>	<u>Expended Amount</u>	<u>Remaining Amount</u>	<u>Percent Remaining</u>
9030	204550	0000	511110	Regular Salaries	0.00	80,568.43	0.00	80,568.43	-80,568.43	0.00
9030	204550	0000	512310	Workers Compensation Insurance	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	512410	F.I.C.A.	0.00	679.29	0.00	679.29	-679.29	0.00
				Total Salaries and Employee Benefits	0.00	81,247.72	0.00	81,247.72	-81,247.72	0.00
9030	204550	0000	521210	Clothing & Personal Supplies	31,170.00	0.00	0.00	0.00	31,170.00	100.00
9030	204550	0000	521310	Communications	300.00	0.00	0.00	0.00	300.00	100.00
9030	204550	0000	521425	Food - Other	600.00	0.00	0.00	0.00	600.00	100.00
9030	204550	0000	521510	Household Expense	1,850.00	163.44	0.00	163.44	1,686.56	91.17
9030	204550	0000	522110	Maintenance Equipment	200.00	0.00	0.00	0.00	200.00	100.00
9030	204550	0000	522120	Maint Equip-Vehicles	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	522510	Maintenance - Buildings & Imps	615.00	0.00	0.00	0.00	615.00	100.00
9030	204550	0000	523210	Dues & Memberships	300.00	0.00	0.00	0.00	300.00	100.00
9030	204550	0000	525110	Office Expense	500.00	87.26	0.00	87.26	412.74	82.55
9030	204550	0000	528110	Special Departmental Expense	2,330.00	0.00	0.00	0.00	2,330.00	100.00
9030	204550	0000	529110	Transp. & Travel - Fuel	4,710.00	755.40	0.00	755.40	3,954.60	83.96
9030	204550	0000	529210	Utilities	4,560.00	169.68	0.00	493.38	4,066.62	89.18
9030	204550	0000	529910	Expendable Equipment	0.00	0.00	0.00	0.00	0.00	0.00
				Total Services and Supplies	47,135.00	1,175.78	0.00	1,499.48	45,635.52	96.82
				Department Total	47,135.00	82,423.50	0.00	82,747.20	-35,612.20	-75.55
				Fund Total	754,704.00	119,480.38	0.00	187,098.66	567,605.34	75.21

End of Report

Cash on Hand by Month

	FY 20/21	FY 19/20	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15
Jul 31	\$ 139,966.78	\$ 202,670.42	\$ 160,788.10	\$ 125,178.72	\$ 102,836.45	\$ 91,027.21	\$ 98,475.15
Aug 31	\$ 109,571.47	\$ 158,568.34	\$ 77,662.37	\$ 90,372.49	\$ 65,207.79	\$ 56,481.78	\$ 55,133.05
Sep 30		\$ 97,354.43	\$ 30,713.08	\$ 64,183.33	\$ 46,469.69	\$ 26,082.37	\$ 15,583.75
Oct 31		\$ 43,783.05	\$ 51.87	\$ 35,625.92	\$ 20,695.14	\$ 54.93	\$ 91.48
Nov 30		\$ 59.18	\$ 72.52	\$ 25,495.92	\$ 28,413.14	\$ 117.19	\$ 33.08
Dec 31		\$ 140,891.71	\$ 185,032.02	\$ 197,024.76	\$ 174,746.43	\$ 150,895.35	\$ 143,297.01
Jan 31		\$ 87,320.27	\$ 172,709.26	\$ 198,245.16	\$ 148,725.48	\$ 123,196.88	\$ 107,361.47
Feb 28		\$ 101,410.30	\$ 129,344.83	\$ 161,654.76	\$ 113,087.15	\$ 93,346.87	\$ 80,807.04
Mar 31		\$ 120,130.72	\$ 137,982.68	\$ 135,241.04	\$ 66,058.64	\$ 27,117.75	\$ 51,204.32
Apr 30		\$ 264,014.83	\$ 275,251.54	\$ 272,357.19	\$ 214,194.29	\$ 98,760.14	\$ 165,464.83
May 31		\$ 224,705.05	\$ 271,468.33	\$ 245,512.31	\$ 193,849.35	\$ 69,401.49	\$ 150,907.81
Jun 30		\$ 209,376.59	\$ 256,825.82	\$ 225,419.40	\$ 180,850.91	\$ 166,612.59	\$ 147,732.11

Significant impacts on August cash:

- Received \$7753.78 ABH reimbursement for June Move Up
- OES Reimbursements of \$20,881 for June Deployments not yet received.
- Strike team wages paid - \$80,568.43

2021 Mi Wuk Sugar Pine Fire Protection District Auxiliary Calendar

JANUARY		
6	No Potluck	
12	Fire Board Mtg.	7:00
13	*Aux. Luncheon	12:00
13	Aux. Meeting	12:30
18	Bunco	
	Hand & Foot	

FEBRUARY		
3	Potluck	6:00
9	Fire Board Mtg.	7:00
10	*Aux. Luncheon	12:00
10	Aux. Meeting	12:30
15	Bunco	
	Hand & Foot	

MARCH		
3	Potluck	6:00
9	Fire Board Mtg.	7:00
10	Aux. Luncheon	12:00
10	Aux. Meeting	12:30
15	Bunco	
	Hand & Foot	
27	Enchilada T/B	12-3

APRIL		
7	Potluck	6:00
13	Fire Board Mtg.	7:00
14	Aux. Luncheon	12:00
14	Aux. Meeting	12:30
19	Bunco	
	Hand & Foot	

MAY		
5	Potluck	6:00
1	Tea Tyme	11:00
11	Fire Board Mtg.	7:00
12	Aux. Luncheon	12:00
12	Aux. Meeting	12:30
17	Bunco	1:00
21/22	Rummage Sale	8:00*
	Hand & Foot	

JUNE		
2	Potluck	6:00
8	Fire Board Mtg.	7:00
9	Aux. Luncheon	12:00
9	Aux. Meeting	12:30
21	Bunco	1:00
	Hand & Foot	

JULY		
7	Potluck	6:00
3	Pancake Break.	8:00*
13	Fire Board Mtg.	7:00
14	Aux. Luncheon	12:00
14	Aux. Meeting	12:30
19	Bunco	1:00
	Hand & Foot	

AUGUST		
4	Potluck	6:00
10	Fire Board Mtg.	7:00
11	Aux. Luncheon	12:00
11	Aux. Meeting	12:30
16	Bunco	
	Hand & Foot	

SEPTEMBER		
1	Potluck	6:00
4	Spaghetti Dinner	4:00
14	Fire Board Mtg.	7:00
8	Aux. Luncheon	12:00
8	Aux. Meeting	12:30
20	Bunco	1:00
	Hand & Foot	

OCTOBER		
6	Potluck	6:00
12	Fire Board Mtg.	7:00
13	Aux. Luncheon	12:00
13	Aux. Meeting	12:30
16	Enchilada T/B	10-2
18	Bunco	1:00
	Hand & Foot	

NOVEMBER		
13	Thksg. Potluck	4:00
9	Fire Board Mtg.	7:00
10	Aux. Luncheon	12:00
10	Aux. Meeting	12:30
15	Bunco	1:00
	Hand & Foot	

DECEMBER		
8	*Holiday Lunch	11:30
8	Fall Drawing	
14	Fire Board Mtg.	7:00

* To Be Held Off-site

[Link & Directions for
"AMAZON SMILE"
are on the back side of the
calendar for your reference](#)

ALL dates are tentative due to COVID-19 restrictions
ALL TIMES ARE P.M. UNLESS INDICATED BY *

October 7, 2020

TO: Fire Protection Board

SUBJECT: Consideration of providing staff direction on the draft Tuolumne County Fire Joint Powers Authority Agreement

Background and Timeline

Since July, staff have been working with the fire districts throughout the County and the City of Sonora to develop a JPA agreement to hold a special election in June 2021 in order to levy a special parcel tax for fire services. County Counsel, City Counsel and Counsel from Groveland Community Services District worked to develop the draft JPA agreement. The fire chiefs and administrative staff from all the entities then met to discuss the draft and provide additional input and edits.

The draft JPA agreement is attached for your consideration and input. Once all the entity Boards and City Council have reviewed this draft document, staff will then come back to your Board with a final document for your approval in December. At that meeting staff will also request your Board appoint a representative to the JPA Board.

Tax Rate Details

The details of the tax measure, including tax rates per parcel, are not contained in this JPA document. Once the JPA agreement is approved and the JPA is formed, the JPA will approve the tax ordinance and call for the special election.

There is general consensus that each JPA member will receive the amount proportionate to the number of parcels within its boundary. Staff will come back to your Board at a separate meeting to further discuss the details of the parcel tax.

Details of the Draft JPA Agreement

This draft JPA agreement contains standard language found in most other JPA agreements. Below are specific sections from the agreement for your Board's consideration and input:

Purpose and Membership

The purpose of the JPA would be to jointly levy a special parcel tax for fire services. If the tax measure fails, the JPA agreement would be terminated.

At this time, the JPA would be comprised of the following members:

- City of Sonora

We support the Board of Supervisors in achieving their goals through service and collaboration with County Departments and the Community.

- County of Tuolumne
- Columbia Fire Protection District
- Groveland Community Services District
- Jamestown Fire Protection District
- Tuolumne Fire Protection District
- Twain Harte Community Services District and Mi-Wuk Sugar Pine Fire Protection District have not yet committed but are participating in the staff discussions. Each entity has until December 31st to opt in or out of the JPA.

Board of Directors

The draft agreement states the JPA would be governed by a Board of Directors comprised of either 1 elected official or the Chief Executive Officer or designee from each member, whichever is preferred by each member.

The JPA would be required to hold two regular meetings in February and March 2021 to approve bylaws, a conflict of interest code and approve the ordinance and resolution for the tax. After that, the Board would be required to meet at least twice a year. The main purpose of a Board meeting would be to approve an annual budget to administer the JPA.

Powers of the Authority

The purpose of the JPA is to exercise the common power to levy, collect and distribute a special tax for fire services, if approved at a June 2021 special election.

As a legal entity with its own administrative needs, the Authority would also have the power to enter into contracts, retain consultants or legal counsel, invest money in the treasury and lease property, among other authorities. However, because its functions are limited to administering a tax, use of these additional authorities are not expected to be frequent or common. These authorities are standard among JPAs and give the JPA the flexibility in making fiscally sound decisions if they are necessary and subject to majority vote of the JPA Directors.

Funding

Each member of the JPA would be required to contribute a small portion of the Tax Measure proceeds toward administrative costs. Since the authority of the JPA is extremely limited, it is expected the administrative costs would be limited as well. This is something the JPA Board would determine once it holds its first in January 2021.

Each member of the JPA would have the authority to spend its Tax Measure proceeds as it sees fit. However, each member will also be required to certify that the Tax Measure proceeds are used for the specific purpose fire emergency response, prevention and suppression services.

Duties of Treasurer and Auditor

The Tuolumne County Treasurer will serve as the Treasurer for the JPA and will have custody of all Authority funds. The Tuolumne County Auditor will serve as the Authority's Auditor and will be required to give a complete written report of all financial activities to each member 120 days after the close of each fiscal year.

Recommendation:

It is recommended your Board provide staff any further direction or input on the draft Tuolumne County Fire Joint Powers Authority Agreement

Fire Parcel Tax Workload and Timing Process

Below is an estimated timeline of events assuming formation of a JPA choosing the June 8, 2021, special election date:

August 18- February 1: *Staff would need to:* obtain direction of respective legislative bodies on content of a JPA and details of a special parcel tax, draft the JPA agreement, bylaws, conflict of interest code, complete necessary JPA filings, and draft a tax ordinance and resolution calling an election.

Legislative bodies would need to: provide direction to staff as to all aspects of the JPA, appoint representatives for formation and to serve as directors, provide direction on details for a tax ordinance, approve a resolution adopting the JPA agreement, and potentially additional meetings to resolve differences between participating agencies.

New entity legislative body would need to: hold first meeting approving and implementing the JPA agreement and bylaws, adopt a conflict of interest code and ensure all filings are completed.

September 29, 2020: Entity Staff review draft JPA document

September 29-October 6: Entity staff provide additional input/edits via email

October 7-9: County staff incorporate edits

October 9: County staff recirculate draft JPA document as well as staff memo to other entity staff

October 12-November 3: Entity Boards meet to provide direction/additional input on Draft JPA document. Entity staff provide edits to County staff as Boards meet.

October 12-November 30: Entity staff start working on specifics of tax measure/rates

October 20: County staff present to BOS (re: JPA, seeking direction on content, etc.)

November 3- 30: County staff incorporate changes and recirculate to entity staff for final approval, either digitally or in person

December 1-31: Entity Boards meet to approve final JPA document and appoint JPA representative

December 1:	County BOS discuss tax rates
December 15:	County BOS meeting to approve final JPA (further discussion on tax rates if necessary)
January 1-29, 2021:	JPA hold first meeting to approve bylaws and conflict of interest code
February 15, 2021:	First reading of the tax ordinance by the JPA board of directors
March 1, 2021:	Second reading of the tax ordinance and adoption of resolution calling a special election by the JPA board of directors
June 8, 2021:	Special Election

**JOINT EXERCISE OF POWERS AGREEMENT
FOR
TUOLUMNE COUNTY FIRE AUTHORITY**

This Joint Exercise of Powers Agreement for Tuolumne County Fire Authority (“Agreement”) is entered into pursuant to Sections 6500 *et seq.* of the California Government Code, by and between the following local agencies: County of Tuolumne (“County”), City of Sonora (“City”), Groveland Community Services District (“GCSD”), Twain Harte Community Services District (“THCSD”), Tuolumne Fire Protection District (“Tuolumne FPD”), Jamestown Fire Protection District (“Jamestown FPD”), Columbia Fire Protection District (“Columbia FPD”), and Mi-Wuk-Sugar Pine Fire Protection District (“Mi-Wuk-Sugar Pine FPD”). “County,” “City,” and “Districts” are referred to in their individual capacities outside of this Agreement as “Local Agencies,” and are referred to for the purposes of participation in this Agreement individually as “Member” or collectively as “Members.”

RECITALS

WHEREAS, the more than 55,000 people living in Tuolumne County receive fire protection and emergency response services provided by multiple separate agencies and no single agency currently exists to coordinate those services or their funding; and

WHEREAS, the growing risk of fires in Tuolumne County does not respect jurisdictional boundaries and that risk needs immediate action and sustained commitment to better protect residents, homes, visitors and businesses; and

WHEREAS, the adequacy of fire suppression and prevention services and funding available to meet that risk also affects the cost of insurance which has added financial burden on residents and businesses; and

WHEREAS, efforts are needed to provide adequate funding in the short term and potentially coordinate and provide fire prevention and suppression services over the long-term; and

WHEREAS, each participating agency desires to form a Joint Powers Authority to maintain local services which are unique to each community and provide an additional funding mechanism to meet the growing safety risk and financial burden on the community.

NOW, THEREFORE, for and in consideration of the mutual benefits, covenants, and agreements set forth herein, the Members agree as follows:

SECTION 1. Authority and Purpose

- a. This Agreement is made under the authority of Sections 6500 through 6539.6, inclusive, of the California Government Code, among the Members.
- b. The purpose of this Agreement is to establish a Joint Powers Authority separate from the Members. This Joint Powers Authority is to be known as the Tuolumne County Fire

Authority (“Authority”). Each Member individually has the statutory ability to provide fire suppression, protection, prevention and related incidental services, as well as the power to tax to fund such services. The purpose and intent of this Agreement is to jointly exercise the common taxing authority in the manner set forth herein. The Authority shall not have responsibility or duties set forth in this Agreement unless and until the tax measure is passed by the voters in a certified election.

SECTION 2. Term of Agreement

This Agreement becomes effective upon the first date that all of the Members listed above have approved this Agreement at a public meeting (“Effective Date”). The Agreement shall remain in effect until it is terminated pursuant to Section 12.

SECTION 3. Membership

- a. **Initial Membership.** To become an initial Member, a Local Agency must execute this Agreement and approve the Authority placing a tax measure to fund the authority, and fund fire prevention and suppression services in a special election in June 2021 (“Tax Measure”). A Local Agency geographically located in Tuolumne County that possesses fire management responsibilities must adopt a resolution of their governing board to become a participating signatory to this Agreement and Member of the Authority.
- b. **Successor Membership.** If, due to changes in circumstances (including, but not limited to changes in fire suppression responsibility approved by LAFCO) a Member’s fire suppression responsibility is transferred to a new or different public agency, that new or different public agency shall be admitted as a Member upon approval of such membership and this Agreement by such public agency’s governing body.
- c. Should the Tax Measure fail to pass in a special election in June 2021, this Agreement is terminated and shall be of no further effect upon certification of the election results.

SECTION 4. Board of Directors and Officers

- a. The Authority shall be governed by a Board of Directors (“Board”) comprised of elected officials or chief executive officers appointed by each Member. Each Member shall have one (1) director on the Board and one (1) alternate director. The term of office for each director and alternate shall correspond with the board director’s term of office on the legislative body he or she represents, or until such board director or alternate is removed by the legislative body making the appointment.
- b. All meetings of the Board shall be conducted in accordance with the Ralph M. Brown Act, Government Code § 54950 et seq. and at a time, place and manner as determined by its bylaws. The Board shall hold two (2) regular meetings per month in February and March 2021, and thereafter, the Board shall hold at least two (2) regular meetings each year.
- c. Minutes of the adjourned, regular and special meetings of the Board shall be kept and said minutes shall be forwarded to each member of the Board within thirty (30) days after each

meeting. A majority of the membership of the Board will constitute a quorum authorized to conduct business on behalf of the Authority. In the event of a meeting of the Board with less than a quorum, the present Directors will only have the power to dismiss a meeting. All Board business shall be conducted pursuant to voting conditions set forth in Section 4(f)

- d. The Board shall elect, at its first meeting of each fiscal year, a chair and vice-chair, who shall act in the absence of the chair, and such other officers as the Board deems necessary. All officers shall serve a term of one (1) year from the date of their election or until their successors are elected. Officers may serve successive terms. The chair and vice-chair are authorized to execute all documents in the name of the Authority.
- e. Vacancies shall occur as provided for in the California Government Code for public officers. Vacancies shall be filled in the same manner as the initial appointment.
- f. **Voting.** For all votes conducted by the Board, a proposed motion subject to vote passes when a majority of the Directors present vote in favor of the motion.
- g. The Board may adopt from time to time such policies, procedures, bylaws, rules and regulations for the conduct of its affairs as deemed necessary by the Board.

SECTION 5. Powers of the Authority

- a. The Authority shall have all the necessary powers and authorities granted by law to exercise the common power to authorize taxes pursuant to Government Code Sections 50075 et seq., 53978, or any successor statutes, as approved by voters in a special election held in June 2021. No subsequent taxes or fees may be raised by the Authority without approval of Members.
- b. As necessary to carry out the authority in Section 5(a), the Authority may make and enter into contracts; incur debts, liabilities and obligations; adopt budgets; employ and retain agents and personnel; retain legal counsel; retain consultants and engineers; acquire grants; acquire, hold, lease and dispose of real and personal property; accept donations; sue and be sued; and possess and exercise all other powers common to the Members. The intent of this provision is to allow the Authority flexibility in making fiscally sound staffing decisions.
- c. The Authority may exercise the powers permitted pursuant to Government Code section 6504 or any successor statute. Pursuant to Government Code Section 6509.5, the Authority is entitled to invest any money in the treasury that is not required for the immediate necessities of the Authority.
- d. The Authority may do all things necessary and lawful to carry out the purpose of this Agreement.
- e. As required by Government Code Section 6509, one Member must be designated such that the power of the Authority is subject to the restrictions upon the manner of exercising

power possessed by that Member. The County of Tuolumne is designated as the Government Code Section 6509 public entity.

SECTION 6. Funding

- a. The Board shall adopt an annual budget for the Authority's activities ("Administrative Costs") within ninety (90) days of the date the Elections Office certifies the successful passage of the Tax Measure proposed concurrently with this Agreement to fund this Authority, and by June 1 of each succeeding year.
- b. The Tax Measure proceeds, after deduction of the Administrative Costs of the Authority, shall be allocated to each Member in proportion to revenue raised in each Member's respective tax rate areas. Members must certify that the Tax Measure proceeds are used for provision of fire emergency response, prevention and suppression services.

SECTION 7. Exemptions

The Authority shall be responsible for technical tax adjustments, consistent with the ballot measure. Whenever possible, the Authority must defer to reasonable requests from the Tuolumne County Auditor to accommodate exemptions for parcels that are roads or creek beds, as well as split parcels ineligible for an assessor parcel combination solely because the parcels are not in the same tax rate area.

SECTION 8. Designation and Duties of Treasurer and Auditor

- a. The Treasurer of the Authority shall be the Tuolumne County Treasurer and shall serve as the depository and have custody of all Authority funds and shall comply with the requirements of Government Code section 6505.6.
- b. The Auditor and Controller of the Authority shall be the Tuolumne County Auditor.
- c. The Auditor shall maintain such books, records, funds, and accounts as may be required by generally accepted accounting practice, shall cause an independent annual audit of the accounts and records and comply with all requirements of Government Code Sections 6505, 6505.1, 6505.5 and 6505.6. The Auditor shall file an official bond with the authority in the amount set by resolution of the Board.
- d. The Auditor, within one hundred and twenty (120) days after the close of each fiscal year ending on June 30, shall give a complete written report of all financial activities for such fiscal year to the Members.

SECTION 9. Debts and Liabilities

As permitted pursuant to Government Code Section 6508.1, no debt, liability, or obligation of the Authority shall constitute a debt, liability, or obligation of any Member and each Member's obligation hereunder is expressly limited only to the appropriation and contribution of such funds as may be levied pursuant to this Agreement or as the Member may agree.

SECTION 10. Insurance and Indemnification

The Authority shall acquire such insurance protection as is needed to protect the interests of the Authority and the Members. The Authority may use self-insurance and may contract with a Member for insurance services. The Authority shall defend and indemnify and hold harmless the Members and each of their respective officers, agents and employees, from all claims, losses, damages, costs, injury and liability of every kind, nature and description directly or indirectly arising from the performance of any of the activities of the Authority or the activities undertaken pursuant to this Agreement.

SECTION 11. Privileges, Immunities and Other Benefits

In accordance with California Government Code Section 6513, all of the privileges and immunities from liability, all exemptions from laws, ordinances and rules, and all pension, relief, disability, workmen's compensation, and other benefits which apply to the activity of the trustees, officers, employees or agents of the Members when performing their functions shall apply to the same degree and extent while engaged in the performance of any of their functions and duties for the Authority.

SECTION 12. Termination; Disposition of Assets

- a. Should the Tax Measure to be placed on the ballot at a special election in June 2021 fail to pass or is subsequently repealed, this Agreement is terminated and shall be of no further effect upon certification of the election results.
- b. In accordance with Government Code Section 6512, upon termination of this Agreement, any surplus money in possession of the Authority or on deposit in any fund or account of the Authority shall be returned in proportion to the contributions made by the taxpayers of each Member's jurisdiction. Any other property of the Authority shall be divided among the Members in such manner as shall be determined by the Authority in accordance with California law.
- c. If the Tax Measure is rescinded, all decisions of the Board with regard to determination of amounts to be transferred to Members or any successor shall be final.

SECTION 13. Severability

If any provision of the Agreement or its application to any person or circumstances is held invalid, the remainder of this Agreement and the application of the provision to other persons or circumstances shall not be affected.

SECTION 14. No Rights to Third Parties

All of the terms, conditions, rights and duties provided for in the Agreement are, and shall always be, solely for the benefit of the Members. It is the intent of the Members that no third party shall ever be the intended beneficiary of any performance, duty or right created or required pursuant to the terms and conditions of this Agreement.

SECTION 15. Notices

Notices to Members under this Agreement shall be sufficient if delivered to the County Administrator, City Administrator or chief secretarial officer of the Member, or to any other person designated in writing by the Member.

SECTION 16. Prohibition Against Assignment

No Member may assign any right, claim, or interest it may have under this Agreement, and no creditor, assignee or third-party beneficiary of any Member shall have any right, claim or title to any part, share, interest or assets under this Agreement.

SECTION 17. Amendments

This Agreement may be amended at any time by one or more supplemental agreements executed by mutual agreement of three-fourths (3/4) of the governing boards of the Members, so long as any amendment comports with the purpose of the voter approved measure, as set forth in Section 1 of this Agreement.

SECTION 18. Agreement Complete

The foregoing constitutes the full and complete Agreement of the parties with respect to the subject matter hereof and supersedes all prior understandings or agreements whether written or verbal. There are no oral understandings or agreement not set forth in writing herein. Any such agreements merge into this Agreement.

SECTION 19. Filing with Secretary of State

The Authority shall prepare and file, within thirty (30) days of the effective date of this Agreement, a notice of agreement and a copy of this Agreement with the office of the California Secretary of State and a copy of this Agreement the California State Controller's Office, pursuant to California Government Code sections 6503.5 and 6503.6.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their proper officers thereunder duly authorized as of the date of approval by the public agencies that are parties hereto. This Agreement shall be executed in counterparts.

Agency

By: _____