

Current Board of Directors

President: Jim McDonald

Vice-President: Carol Afshar

Treasurer: Vacant

Director: Ron Doss

Director: William Schwarz

Board Secretary/Clerk to the Board: Bonnie Dahlin

Standing Committees

Budget Committee

Chair: Director McDonald

Chief Klyn

Office Manager Dahlin

Joan Walton

Policies and Procedures Committee

Chair: Director Doss

Chief Klyn

David Straub

Ad Hoc Committee

Local Ordinance for Cost Recovery Committee

Chair: Director Doss

Director Schwarz

David Straub



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, 6:00 PM, Tuesday, December 13, 2022

Mi-Wuk Sugar Pine Fire Protection District
24247 Highway 108, Mi Wuk Village, California

1. Call to Order – 6:02 PM
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald - Present
 - b. Vice President Afshar - Present
 - c. Director Doss - Present
 - d. Director Schwarz - Absent
 - e. Also Present:
 - i. Chief Klyn - Present
 - ii. Office Manager/Board Clerk Dahlin - Present
 - iii. Guests: There were none.
4. Swearing in of President McDonald, Vice President Afshar and Director Schwarz who were appointed as if elected to a four-year term beginning December 2, 2022 and ending December 4, 2026. President McDonald and Vice President Afshar were sworn in by Board Clerk Dahlin. Director Schwarz will be sworn in at the January meeting.
5. 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. – Mark Massman, former Board Treasurer, thanked the Board and said that he enjoyed his time on the board and learned a lot. He and his wife have plans to ‘roam the planet a bit’.
6. Approval of the Minutes of the November 16, 2022, Special Meeting.
Moved to Approve: President McDonald Seconded: Director Doss
Ayes: 3 Noes: 0 Absent: 1 Abstain: 0
7. Written Communications: There were none.

8. Reports:

- a. Auxiliary Report: Paula Massman, MWSPFPD Auxiliary President, was absent. Vice President Afshar read aloud Paula's written report which is in the meeting record.
- b. CAL FIRE Report: No report.
- c. Chief's Report: James Klyn, Fire Chief, read and elaborated on the written report which is in the meeting record and added that the District is fully staffed.

9. Standing Committee Reports for Discussion and Action:

- a. District Policies & Procedures Committee: Director Doss.
 - i. Update and possible draft revision to Policy and Procedures Administrative Manual: Chapter 2.18 regarding distribution of strike team administrative fee; Director Doss and Chief Klyn each gave updates on the topic - Tabled
- b. Treasurers Report on Budget Committee, Month End Cash on Hand History and Financial Reports; President McDonald went over the reports and noted that the Budget Committee will meet in January to prepare a budget transfer for overbudget items. Office Manager Dahlin noted that the County has posted \$2224 in wages to Salaries-Part Time 511115 in error. They should be in Salaries 511110. This will be corrected.
 - i. Receive Financial Reports for Month Ending October 31, 2022:
 1. Tuolumne County Trial Balance
 2. Tuolumne County Budget vs ActualMoved to Approve: Vice President Afshar Seconded: Director Doss
Ayes: 3 Noes: 0 Absent: 1 Abstain: 0

10. Discussion and Action Items:

- a. Draft Notice of Vacancy on the Board of Directors to fill the seat previously held by Mark Massman; The consensus of the board was that the deadline for applications for the vacancy would be Tuesday, February 14, 2022, by 5:00 PM. Board Clerk Dahlin was directed to post the notices as required.
- b. Appointment of a board member to be a "Level Manager Approver" on the PNC credit card website for County issued District credit cards who will be authorized to electronically review and approve credit card transactions as required by Tuolumne County Auditor's Office. President McDonald, who is also currently a Level Manager Approver, explained the need for someone to replace former Treasurer Massman in this role and what the role entails.
Director Doss moved to appoint Vice President as a Level Manager Approver for PNC. President McDonald seconded.
Ayes: 3 Noes: 0 Absent: 1 Abstain: 0
- c. Possible increase to District contribution towards medical coverage; Chief Klyn informed the board that he would like to look into increasing the current cap of \$1250 per month, per full time paid employee, on the District contributions to the Anthem medical benefits. President McDonald referred this to the Budget Committee.

- d. Possible purchase of carport for tractor; Chief Klyn explained that there is no longer room in the app bay for the tractor and there is a need for additional covered space to park it rather than having it exposed to the weather when it needs to be available for plowing. President McDonald directed him to get bids/quotes for carports and/or sheds for consideration at the next meeting.
 - e. Local Ordinance for Cost Recovery Committee Report and possible draft resolution; Director Doss and Chief Klyn each gave an update -Tabled
11. Continuing Business – Discussion Only. No Action Items:
- a. Staffing Levels and Recruitment – Chief Klyn gave a special thanks to David Straub who is now volunteering on an Intern Firefighter 48-hour shift and informed the board that the District is fully staffed with a very good group.
 - b. Fleet – Chief Klyn informed the board that there had been a concern that E772 had a blown head gasket. It did not and is running fine now. E776 was having problems starting but is also fine now. He also reported that at the CAST meeting they discussed charging stations for the app bay.
12. Director’s Comments and Requests:
- Directors may report about various matters involving the District.
 - Directors may request matters to be included on subsequent meeting agenda(s) for discussion and/or action. The Director may be asked to make a **brief** clarification.
 - No discussion will be allowed.
 - No action will be taken.
- There were none.
13. Final audience comments: There were none.
14. Adjournment - 7:25 PM

Approved by the District Board of Directors in the meeting assembled February 16, 2023.

Jim McDonald, Board President



1112 I Street, Suite 300
 Sacramento, California 95814-2865
 T 916.231.4141 or 800.537.7790 • F 916.231.4111

Maximizing Protection. Minimizing Risk. • www.sdrma.org

Notification of Nominations – 2023 Election
 SDRMA Board of Directors

January 18, 2023

Mr. Jim McDonald
 Board President
 Mi-Wuk/Sugar Pine Fire Protection District
 Post Office Box 530
 Mi- Wuk Village, California 95346

Dear Mr. McDonald:

Notice of Nominations for the Special District Risk Management Authority (SDRMA) Board of Directors 2023 Election is being provided in accordance with the SDRMA Sixth Amended and Restated Joint Powers Agreement. The following nomination information has been posted to the SDRMA website: Nomination Packet Checklist, Board of Director Fact Sheet, Nomination/Election Schedule, SDRMA Election Policy No. 2022-06, Sample Resolution for Candidate Nomination and Candidate Statement of Qualifications.

General Election Information - Three (3) Directors seats are up for election. The nomination filing deadline is Monday, May 1, 2023. Nomination submissions must be received by 4:30 pm at the SDRMA office on May 1, 2023, in original format with wet signatures. *Digital/Electronic signatures will not be accepted.* Ballots will be mailed to all SDRMA member agencies in mid-May. Mail-in ballots will be due Tuesday, August 8, 2023.

Nominee Qualifications - Nominees must be a member or the agency's governing body or full-time management employee (see SDRMA Election Policy 2022-06, Section 4.1) and be an active member agency of both SDRMA's property/liability and workers' compensation programs. Candidates must be nominated by resolution of their member agency's governing body and complete and submit a "Statement of Qualifications".

Nomination Documents and Information - Nomination documents (Nominating Resolution and Candidates Statement of Qualifications) and nomination guideline information may be obtained on SDRMA's website at www.sdrma.org. To obtain documents electronically:

From the SDRMA homepage, click on the "2023 Nomination & Election Information" button. All necessary nomination documents and election information may be downloaded and printed.



Nomination Filing Deadline – Nomination documents must be received in SDRMA’s office no later than 5:00 P.M. on Monday, May 1, 2023.

Please do not hesitate to contact us memberplus@sdrma.org or 800-537-7790, if you have any questions regarding the 2023 SDRMA Board of Director Nominations or the election process.

Sincerely,
Special District Risk Management Authority

A handwritten signature in blue ink, which appears to read 'Ellen Doughty', is placed below the typed name.

Ellen Doughty, ARM
Chief Member Services Officer



**California Special
Districts Association**

Districts Stronger Together

DATE: January 30, 2023

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

SUBJECT: **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2024 - 2026 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations for the Northern, Sierra, Coastal and Southern Networks is April 6, 2023. Where there is no incumbent running in the Bay Area and Central Networks the deadline for receiving nominations is April 17, 2023. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 5, 2023. All votes must be received through the system no later than 5:00 p.m. July 14, 2023. The successful candidates will be notified no later than July 18, 2023. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2023.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network	Seat C – Fred Ryness, Burney Water District*
Sierra Network	Seat C – Pete Kampa, Groveland Community Services District*
Bay Area Network	Seat C – <i>Vacant</i>
Central Network	Seat C – Steve Perez, GM, Rosamond Community Services District
Coastal Network	Seat C – Vince Ferrante, Moss Landing Harbor District*
Southern Network	Seat C – Arlene Schafer, Costa Mesa Sanitary District*

(* = Incumbent is running for re-election)

CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely. *Electronic Ballots will be emailed to the main contact in your district June 5, 2023.* All votes must be received through the system no later than 5:00 p.m. July 14, 2023.

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail amberp@csda.net by **April 6, 2023** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on June 5, 2023 per district request only.

If you have any questions, please contact Amber Phelen at amberp@csda.net.

MI WUK SUGAR PINE FIRE AUXILIARY BOARD REPORT

February 14, 2023

Ann Coleman, President

The Auxiliary is gearing up for our year of fundraising and activities. Officers were installed at our February meeting. 2023 officers are as follows –

President- Ann Coleman

Vice President – Val Ogletree

Recording Secretary – Marti Knapp

Corresponding Secretary – Shirley Vierth

Treasurer – Joan Walton

Parliamentarian – Laurie Wallace

We look forward to a successful year.



MI-WUK SUGAR PINE FIRE PROTECTION DISTRICT

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

Chiefs Notes For Dec-Jan 2022/2023

1. Grants- SCBA grant turned down for second time. We will be looking to purchase some cylinders so all apparatus are stocked with operable SCBAs. SAFER grant funds are "dried up". We will not be awarded funds for extra staffing. Grant has been re-submitted for 2023
2. Lots of good feed back from the community about Pictures with Santa and the Santa Motorcade. Great work from everyone! Thank you
3. Check out the year end video Donny made of our station activities if you haven't already. Its on You Tube (Mi Wuk Sugar Pine FPD 2022 Review) or on our Facebook page.
4. All apparatus are currently running great.
5. Incident breakdown for December:
 - a. **40 incidents**
 - b. 15 in District
 - c. 25 out of District
 - d. 25 EMS (Emergency Medical Service)
 - e. 03 MVA (Motor Vehicle Accident)
 - f. 04 Fires
 - g. 04 PSA (Public Service Assist)
 - h. 01 Smoke Checks
 - i. 02 Alarm Sounding
 - j. 01 Emergency Standby (Helicopter, Powerlines, Gas)

6. Incident breakdown for 2022:

- a. **470 incidents**
- b. 144 in District
- c. 326 out of District
- d. 237 EMS (Emergency Medical Service)
- e. 53 MVA (Motor Vehicle Accident)
- f. 64 Fires
- g. 43 PSA (Public Service Assist)
- h. 15 Smoke Checks
- i. 30 Alarm Sounding
- j. 28 Emergency Standby (Helicopter, Powerlines, Gas)

7. Incident breakdown for January:

- a. **38 incidents**
- b. 14 in District
- c. 24 out of District
- d. 14 EMS
- e. 02 MVA
- f. 02 Fires
- g. 04 PSA
- h. 02 Smoke Checks
- i. 02 Alarm Sounding
- j. 12 Emergency Standby

November 30, 2022
FEFS017TC Trial Balance
 Ledger: GL - General Ledger
 All Account Types
 Fiscal Period 05/2023

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Page 1

Fund: 9030 - Mi-Wuk Fire District

	Balance Forward	Debit	Credit	Net Amount	Ending Balance
Type - 10 - Assets					
100100 - Claim on Pooled Cash	77.12	231,750.69	231,774.40	(23.71)	53.41
100150 - Petty Cash	500.00	0.00	0.00	0.00	500.00
102000 - Accounts Receivable	0.00	0.00	0.00	0.00	0.00
102900 - Property Tax Receivable	0.00	0.00	0.00	0.00	0.00
102905 - Allowance for Uncollect Taxes	0.00	0.00	0.00	0.00	0.00
106980 - Due From Other Governments	0.00	0.00	0.00	0.00	0.00
110000 - Prepaid Expenses	0.00	0.00	0.00	0.00	0.00
120000 - Land	73,132.00	0.00	0.00	0.00	73,132.00
122000 - Structures & Improvements	753,846.64	0.00	0.00	0.00	753,846.64
124000 - Equipment	370,583.88	0.00	0.00	0.00	370,583.88
129100 - Accum Depreciation-Structures	(359,388.00)	0.00	0.00	0.00	(359,388.00)
129200 - Accum Depreciation-Equipment	(145,528.92)	0.00	0.00	0.00	(145,528.92)
10 Type Total	693,222.72	231,750.69	231,774.40	(23.71)	693,199.01
Type - 20 - Liabilities					
202100 - Accounts Payable	0.00	7,104.29	7,104.29	0.00	0.00
202200 - Sales Tax Payable	(389.98)	0.00	0.00	0.00	(389.98)
203100 - Salaries Payable	0.00	0.00	0.00	0.00	0.00
203200 - Federal Withholding Payable	0.00	0.00	0.00	0.00	0.00
203210 - FICA Payable	0.00	0.00	0.00	0.00	0.00
203220 - State Withholding Payable	0.00	0.00	0.00	0.00	0.00
203230 - State Disability Payable	0.00	0.00	0.00	0.00	0.00
203310 - Deferred Compensation Payable	0.00	0.00	0.00	0.00	0.00
203400 - Health Insurance Payable	128.58	0.00	128.58	(128.58)	0.00
203420 - Workers Compensation Payable	0.00	0.00	0.00	0.00	0.00
203910 - Accrued Vacation	(9,424.00)	0.00	0.00	0.00	(9,424.00)
203920 - Accrued Sick	(8,745.00)	0.00	0.00	0.00	(8,745.00)
205310 - Advances From Other Funds	(182,350.00)	182,350.00	208,125.00	(25,775.00)	(208,125.00)
20 Type Total	(200,780.40)	189,454.29	215,357.87	(25,903.58)	(226,683.98)

FEFS017TC Trial Balance
Ledger: GL - General Ledger
All Account Types
Fiscal Period 05/2023

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Page 2

	Balance Forward	Debit	Credit	Net Amount	Ending Balance
Type - 30 - Fund Balance					
331200 - Agency Obligation	(216,952.16)	0.00	0.00	0.00	(216,952.16)
380600 - Capital Assets, Net	(692,645.60)	0.00	0.00	0.00	(692,645.60)
30 Type Total	(909,597.76)	0.00	0.00	0.00	(909,597.76)
Type - 40 - Revenues					
411110 - Ppty Taxes-Current Secured	0.00	0.00	21,190.63	(21,190.63)	(21,190.63)
412110 - Ppty Taxes-Current Unsecured	(4,339.53)	0.00	8.12	(8.12)	(4,347.65)
441110 - Interest Income	(381.46)	11.56	0.00	11.56	(369.90)
459119 - State-Emergency Fire Fighting	(74,767.42)	0.00	0.00	0.00	(74,767.42)
483111 - Misc Income-Reimbursements	0.00	0.00	0.00	0.00	0.00
483450 - Refunds-Insurance Premiums	(658.13)	0.00	0.00	0.00	(658.13)
496060 - Donations-Auxiliary Utilities	(627.87)	0.00	188.66	(188.66)	(816.53)
496065 - Donations-Auxiliary Misc	(1,121.56)	0.00	117.91	(117.91)	(1,239.47)
40 Type Total	(81,895.97)	11.56	21,505.32	(21,493.76)	(103,389.73)
Type - 50 - Expenditures					
511110 - Salaries-Reg	343,652.67	23,822.91	0.00	23,822.91	367,475.58
511115 - Salaries-Part Time	0.00	0.00	0.00	0.00	0.00
511120 - Salaries-Reserve	6,782.18	3,318.75	0.00	3,318.75	10,100.93
511125 - Salaries-Overtime	25,922.40	3,030.00	0.00	3,030.00	28,952.40
511140 - Salaries-Termination	2,166.72	0.00	0.00	0.00	2,166.72
512115 - FICA	28,665.06	1,901.77	0.00	1,901.77	30,566.83
512120 - Unemployment Insurance	500.00	125.00	0.00	125.00	625.00
512305 - Employees Group Insurance	19,226.23	4,652.96	2,003.35	2,649.61	21,875.84
512325 - Life Insurance	101.25	13.50	0.00	13.50	114.75
512330 - Workers Comp Insurance	15,070.48	0.00	0.00	0.00	15,070.48
512510 - Recruitment Expense	580.60	506.00	0.00	506.00	1,086.60
521145 - Small Tools	69.78	0.00	0.00	0.00	69.78
521150 - Expendable Equipment	169.98	0.00	0.00	0.00	169.98
521180 - Clothing & Personal Supplies	254.36	2,602.06	0.00	2,602.06	2,856.42
521190 - Household Expense	492.40	566.75	0.00	566.75	1,059.15
521310 - Communications	1,317.38	428.28	0.00	428.28	1,745.66

FEFS017TC Trial Balance

Ledger: GL - General Ledger

All Account Types

Fiscal Period 05/2023

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Page 3

	Balance Forward	Debit	Credit	Net Amount	Ending Balance
521610 - Insurance	17,674.00	0.00	0.00	0.00	17,674.00
522125 - Maint-Equipment	1,021.05	531.35	0.00	531.35	1,552.40
522130 - Maint-Equip Vehicles	16,537.87	4,355.89	0.00	4,355.89	20,893.76
522205 - Maint-Buildings & Improvements	604.99	262.37	0.00	262.37	867.36
522225 - Maint-Grounds	0.00	69.65	0.00	69.65	69.65
523210 - Dues & Memberships	0.00	222.43	0.00	222.43	222.43
525110 - Office Expense	407.09	0.00	196.00	(196.00)	211.09
525140 - Office-Photocopy	149.12	361.89	0.00	361.89	511.01
525150 - Office-Postage	60.10	56.86	0.00	56.86	116.96
526110 - PS&S-Professional Services	7,643.68	0.00	0.00	0.00	7,643.68
526124 - PS&S-Auditor-Controller	656.25	178.50	0.00	178.50	834.75
527210 - Rents-Equipment	465.75	79.25	0.00	79.25	545.00
528000 - SDE Special Department Expense	91.35	0.00	0.00	0.00	91.35
529105 - Travel	363.05	0.00	0.00	0.00	363.05
529110 - Travel & Trans-Fuel	6,063.26	1,744.61	0.00	1,744.61	7,807.87
529112 - Travel & Trans-Priv Auto	110.19	108.81	0.00	108.81	219.00
529210 - Utilities	2,232.17	680.81	0.00	680.81	2,912.98
50 Type Total	499,051.41	49,620.40	2,199.35	47,421.05	546,472.46
9030 - Mi-Wuk Fire District Total	0.00	470,836.94	470,836.94	0.00	0.00

Dept. 230
Budget vs Actual
Tuolumne County of Tuolumne
Mi-Wuk Fire District

For 2023 Period Nov

Run Date: Jan 4, 2023 11:39:30 AM

GL Key	Object	Description	Budget	Current Period	Encumbrances	Year to Date	Remaining	Percent Remaining	November Target 58.33%
9030204230 - Mi-Wuk Fire District									
9030204230	411110	Ppty Taxes-Current Secured	205,453.00	21,190.63	0.00	21,190.63	184,262.37	90%	
9030204230	412110	Ppty Taxes-Current Unsecured	4,538.00	8.12	0.00	4,347.65	190.35	4%	
9030204230	414110	Ppty Taxes-Prior Unsecured	80.00	0.00	0.00	0.00	80.00	100%	
9030204230	416110	Ppty Taxes-Supplemental	5,158.00	0.00	0.00	0.00	5,158.00	100%	
Total Taxes			215,229.00	21,198.75	0.00	25,538.28	189,690.72	88%	
9030204230	441110	Interest Income	1,500.00	-11.56	0.00	369.90	1,130.10	75%	
Total Use of Money & Property			1,500.00	-11.56	0.00	369.90	1,130.10	75%	
9030204230	458110	State-Homeowners Property Tax	2,030.00	0.00	0.00	0.00	2,030.00	100%	
Total State Revenue			2,030.00	0.00	0.00	0.00	2,030.00	100%	
9030204230	469840	Other Govts-San Francisco	613.00	0.00	0.00	0.00	613.00	100%	
Total Other Governments			613.00	0.00	0.00	0.00	613.00	100%	
9030204230	471211	Benefit Assessments-Fire Assmt	302,526.00	0.00	0.00	0.00	302,526.00	100%	
Total Charges for Services			302,526.00	0.00	0.00	0.00	302,526.00	100%	
9030204230	483450	Refunds-Insurance Premiums	659.00	0.00	0.00	658.13	0.87	0%	
Total Miscellaneous Revenue			659.00	0.00	0.00	658.13	0.87	0%	
Total Revenue			522,557.00	21,187.19	0.00	26,566.31	495,990.69	95%	
9030204230	511110	Salaries-Reg	282,180.00	22,624.55	0.00	92,208.28	189,971.72	67%	
9030204230	511120	Salaries-Reserve	75,600.00	3,318.75	0.00	10,100.93	65,499.07	87%	
9030204230	511125	Salaries-Overtime	25,000.00	3,030.00	0.00	28,952.40	-3,952.40	-16% Over budget	
9030204230	511140	Salaries-Termination	2,167.00	0.00	0.00	2,166.72	0.28	0%	
9030204230	512115	FICA	29,352.00	1,810.11	0.00	9,777.79	19,574.21	67%	
9030204230	512120	Unemployment Insurance	1,500.00	125.00	0.00	625.00	875.00	58%	
9030204230	512305	Employees Group Insurance	50,000.00	2,649.61	0.00	21,875.84	28,124.16	56% Over budget	
9030204230	512325	Life Insurance	2,662.00	13.50	0.00	114.75	2,547.25	96%	
9030204230	512330	Workers Comp Insurance	15,071.00	0.00	0.00	15,070.48	0.52	0%	
9030204230	512505	Employee Physicals	450.00	0.00	0.00	0.00	450.00	100%	
9030204230	512510	Recruitment Expense	2,000.00	506.00	0.00	1,086.60	913.40	46% Over budget	
Total Salaries and Benefits			485,982.00	34,077.52	0.00	181,978.79	304,003.21	63%	Under budget
9030204230	521145	Small Tools	500.00	0.00	0.00	69.78	430.22	86%	
9030204230	521150	Expendable Equipment	2,200.00	0.00	0.00	169.98	2,030.02	92%	
9030204230	521173	Food-Other	255.00	0.00	0.00	0.00	255.00	100%	
9030204230	521180	Clothing & Personal Supplies	1,500.00	2,602.06	0.00	2,856.42	-1,356.42	-90% Over budget	
9030204230	521190	Household Expense	2,100.00	225.26	0.00	271.02	1,828.98	87%	
9030204230	521310	Communications	4,500.00	428.28	0.00	1,745.66	2,754.34	61%	
9030204230	521610	Insurance	17,674.00	0.00	0.00	17,674.00	0.00	0%	
9030204230	522120	Maint-Internal Vehicles	5,000.00	0.00	0.00	0.00	5,000.00	100%	
9030204230	522125	Maint-Equipment	6,000.00	531.35	0.00	1,552.40	4,447.60	74%	
9030204230	522130	Maint-Equip Vehicles	20,000.00	4,355.89	0.00	20,870.88	-870.88	-4% Over budget	
9030204230	522205	Maint-Buildings & Improvements	3,000.00	262.37	0.00	727.36	2,272.64	76%	
9030204230	522225	Maint-Grounds	1,500.00	69.65	0.00	69.65	1,430.35	95%	
9030204230	522600	Fire Extinguisher Testing	340.00	0.00	0.00	0.00	340.00	100%	
9030204230	523210	Dues & Memberships	4,273.00	222.43	0.00	222.43	4,050.57	95%	
9030204230	525110	Office Expense	1,000.00	-196.00	0.00	17.18	982.82	98%	
9030204230	525140	Office-Photocopy	700.00	50.49	0.00	199.61	500.39	71%	
9030204230	525150	Office-Postage	400.00	56.86	0.00	116.96	283.04	71%	
9030204230	525200	Publications & Legal Notices	175.00	0.00	0.00	0.00	175.00	100%	
9030204230	526106	PS&S-Tax Admin Fee	5,100.00	0.00	0.00	0.00	5,100.00	100%	
9030204230	526107	PS&S-Tax Parcel Fee	4,000.00	0.00	0.00	0.00	4,000.00	100%	
9030204230	526110	PS&S-Professional Services	13,239.00	0.00	0.00	7,643.68	5,595.32	42%	
9030204230	526116	PS&S-Legal	500.00	0.00	0.00	0.00	500.00	100%	
9030204230	526124	PS&S-Auditor-Controller	2,000.00	178.50	0.00	834.75	1,165.25	58%	
9030204230	527210	Rents-Equipment	1,410.00	79.25	0.00	545.00	865.00	61%	
9030204230	527310	Rents-Buildings & Improvements	135.00	0.00	0.00	0.00	135.00	100%	

Budget vs Actual
Tuolumne County of Tuolumne
Mi-Wuk Fire District

For 2023 Period Nov

Run Date: Jan 4, 2023 11:39:30 AM

GL Key	Object	Description	Budget	Current Period	Encumbrances	Year to Date	Remaining	Percent Remaining	November Target 58.33%
9030204230	528000	SDE Special Department Expense	1,200.00	0.00	0.00	91.35	1,108.65	92%	
9030204230	528184	SDE-Awards & Certificates	50.00	0.00	0.00	0.00	50.00	100%	
9030204230	528205	SDE-Refunds	659.00	0.00	0.00	0.00	659.00	100%	
9030204230	529105	Travel	1,000.00	0.00	0.00	0.00	1,000.00	100%	
9030204230	529110	Travel & Trans-Fuel	14,000.00	1,744.61	0.00	6,773.10	7,226.90	52%	Over budget
9030204230	529112	Travel & Trans-Priv Auto	550.00	108.81	0.00	219.00	331.00	60%	
9030204230	529116	Training-Travel	3,500.00	0.00	0.00	0.00	3,500.00	100%	
9030204230	529134	Travel & Trans-Rent Payment	22,821.00	0.00	0.00	0.00	22,821.00	100%	
9030204230	529210	Utilities	9,300.00	521.63	0.00	2,031.10	7,268.90	78%	
Total Services and Supplies			150,581.00	11,241.44	0.00	64,701.31	85,879.69	57%	Over budget
9030204230	691110	Appropriation-Contingencies	194,808.00	0.00	0.00	0.00	194,808.00	100%	
9030204230	691114	Contingency-Employee Health Be	18,750.00	0.00	0.00	0.00	18,750.00	100%	
Total Contingencies			213,558.00	0.00	0.00	0.00	213,558.00	100%	
Total Expenditures			850,121.00	45,318.96	0.00	246,680.10	603,440.90	71%	
Total Net Mi-Wuk Fire District			-327,564.00	-24,131.77	0.00	-220,113.79	-107,450.21		

Dept 235
Budget vs Actual
Tuolumne County of Tuolumne
Mi-Wuk Fire Special Projects

For 2023 Period Nov

Run Date: Jan 4, 2023 11:39:30 AM

GL Key	Object	Description	Budget	Current Period	Encumbrances	Year to Date	Remaining	Percent Remaining
9030204235 - Mi-Wuk Fire Special Projects								
9030204235	459119	State-Emergency Fire Fighting	295,765.00	0.00	0.00	74,767.42	220,997.58	75%
Total State Revenue			295,765.00	0.00	0.00	74,767.42	220,997.58	75%
9030204235	496060	Donations-Auxiliary Utilities	4,900.00	188.66	0.00	816.53	4,083.47	83%
9030204235	496065	Donations-Auxiliary Misc	14,600.00	117.91	0.00	1,239.47	13,360.53	92%
Total Other Finance Sources			19,500.00	306.57	0.00	2,056.00	17,444.00	89%
Total Revenue			315,265.00	306.57	0.00	76,823.42	238,441.58	76%
9030204235	511110	Salaries-Reg	154,927.00	1,198.36	0.00	275,267.30	-120,340.30	-78%
9030204235	511147	Salaries-Emergency Admin	8,499.00	0.00	0.00	0.00	8,499.00	100%
9030204235	512115	FICA	11,852.00	91.66	0.00	20,789.04	-8,937.04	-75%
9030204235	512330	Workers Comp Insurance	9,175.00	0.00	0.00	0.00	9,175.00	100%
Total Salaries and Benefits			184,453.00	1,290.02	0.00	296,056.34	-111,603.34	-61%
9030204235	521150	Expendable Equipment	10,600.00	0.00	0.00	0.00	10,600.00	100%
9030204235	521173	Food-Other	600.00	0.00	0.00	0.00	600.00	100%
9030204235	521190	Household Expense	2,000.00	341.49	0.00	788.13	1,211.87	61%
9030204235	522130	Maint-Equip Vehicles	0.00	0.00	0.00	22.88	-22.88	
9030204235	522205	Maint-Buildings & Improvements	560.00	0.00	0.00	140.00	420.00	75%
9030204235	525110	Office Expense	300.00	0.00	0.00	193.91	106.09	35%
9030204235	525140	Office-Photocopy	0.00	311.40	0.00	311.40	-311.40	
9030204235	528000	SDE Special Department Expense	540.00	0.00	0.00	0.00	540.00	100%
9030204235	529105	Travel	0.00	0.00	0.00	363.05	-363.05	
9030204235	529110	Travel & Trans-Fuel	700.00	0.00	0.00	1,034.77	-334.77	-48%
9030204235	529210	Utilities	4,900.00	159.18	0.00	881.88	4,018.12	82%
Total Services and Supplies			20,200.00	812.07	0.00	3,736.02	16,463.98	82%
Total Expenditures			204,653.00	2,102.09	0.00	299,792.36	-95,139.36	-46%
Total Net Mi-Wuk Fire Special Projects			110,612.00	-1,795.52	0.00	-222,968.94	333,580.94	
Total Revenues			837,822.00	103,389.73	0.00	103,389.73	734,432.27	1.12
Total Expenditures			1,054,774.00	546,472.46	0.00	546,472.46	508,301.54	0.48
Net Total			-216,952.00	-443,082.73	0.00	-443,082.73	226,130.73	-104%

November 2022 Financial Summary

Significant November Financial Activity and Budget Status

Target of 58.33% Remaining in Budget for FY23

- As of November 30 reports, have received \$74767 in OES reimbursements. Have yet to receive \$440,739 (incl. 10,799 for FY22)
- Received another advance of \$25,775 from the County to cover strike team expenses.
Total owed to County as of November 30 is \$208,125
- Received \$21,199 in property tax revenue
- Paid \$1,198 in strike team wages in November. Year to date total is \$275,267 and \$20,789 in associated FICA
- Paid Anthem Blue Cross Premiums of \$2,650
- Paid \$2,602 for structure PPE and stationwear. Exceeds total annual budget by 90%
- Paid \$4,356 in vehicle maintenance. Exceeds total annual budget by 4%.
- Paid \$1,745 for fuel. Overbudget - 52% remaining for the year
- Overall Salaries and Benefits (Dept 230) has 63% remaining
- Overall Services and Supplies (Dept 230) has 57% remaining

(Line items over budget due to annual payments are not included)

Cash Balance History

	FY 22/23	FY 21/22	FY 20/21	FY 19/20	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15
Jul 31	\$167,585.32	\$253,303.84	\$ 139,966.78	\$ 202,670.42	\$ 160,788.10	\$ 125,178.72	\$ 102,836.45	\$ 91,027.21	\$ 98,475.15
Aug 31	\$38,504.33	\$ 186,690.69	\$ 109,571.47	\$ 158,568.34	\$ 77,662.37	\$ 90,372.49	\$ 65,207.79	\$ 56,481.78	\$ 55,133.05
Sep 30	\$55.08	\$ 93,563.21	\$ 94.93	\$ 97,354.43	\$ 30,713.08	\$ 64,183.33	\$ 46,469.69	\$ 26,082.37	\$ 15,583.75
Oct 31	\$77.12	\$ 22,257.21	\$ 73.81	\$ 43,783.05	\$ 51.87	\$ 35,625.92	\$ 20,695.14	\$ 54.93	\$ 91.48
Nov 30	\$53.41	\$ 1,691.61	\$ 72.42	\$ 59.18	\$ 72.52	\$ 25,495.92	\$ 28,413.14	\$ 117.19	\$ 33.08
Dec 31		\$ 215,046.09	\$ 89.36	\$ 140,891.71	\$ 185,032.02	\$ 197,024.76	\$ 174,746.43	\$ 150,895.35	\$ 143,297.01
Jan 31		\$ 364,986.75	\$ 41.62	\$ 87,320.27	\$ 172,709.26	\$ 198,245.16	\$ 148,725.48	\$ 123,196.88	\$ 107,361.47
Feb 28		\$ 270,328.59	\$ 47.06	\$ 101,410.30	\$ 129,344.83	\$ 161,654.76	\$ 113,087.15	\$ 93,346.87	\$ 80,807.04
Mar 31		\$ 270,259.11	\$ 66,178.68	\$ 120,130.72	\$ 137,982.68	\$ 135,241.04	\$ 66,058.64	\$ 27,117.75	\$ 51,204.32
Apr 30		\$ 393,006.91	\$ 406,275.87	\$ 264,014.83	\$ 275,251.54	\$ 272,357.19	\$ 214,194.29	\$ 98,760.14	\$ 165,464.83
May 31		\$ 308,662.07	\$ 285,520.93	\$ 224,705.05	\$ 271,468.33	\$ 245,512.31	\$ 193,849.35	\$ 69,401.49	\$ 150,907.81
Jun 30		\$ 259,482.59	\$ 326,741.77	\$ 209,376.59	\$ 256,825.82	\$ 225,419.40	\$ 180,850.91	\$ 166,612.59	\$ 147,732.11

December, 31, 2022
FEFS017TC Trial Balance
 Ledger: GL - General Ledger
 All Account Types
 Fiscal Period 06/2023

Report Generated on Jan 27, 2023 12:00:59 PM

Page 1

Fund: 9030 - Mi-Wuk Fire District

	Balance Forward	Debit	Credit	Net Amount	Ending Balance
Type - 10 - Assets					
100100 - Claim on Pooled Cash	53.41	280,802.32	262,056.74	18,745.58	18,798.99
100150 - Petty Cash	500.00	0.00	0.00	0.00	500.00
102000 - Accounts Receivable	0.00	0.00	0.00	0.00	0.00
102900 - Property Tax Receivable	0.00	0.00	0.00	0.00	0.00
102905 - Allowance for Uncollect Taxes	0.00	0.00	0.00	0.00	0.00
106980 - Due From Other Governments	0.00	0.00	0.00	0.00	0.00
110000 - Prepaid Expenses	0.00	0.00	0.00	0.00	0.00
120000 - Land	73,132.00	0.00	0.00	0.00	73,132.00
122000 - Structures & Improvements	753,846.64	0.00	0.00	0.00	753,846.64
124000 - Equipment	370,583.88	0.00	0.00	0.00	370,583.88
129100 - Accum Depreciation-Structures	(359,388.00)	0.00	0.00	0.00	(359,388.00)
129200 - Accum Depreciation-Equipment	(145,528.92)	0.00	0.00	0.00	(145,528.92)
10 Type Total	693,199.01	280,802.32	262,056.74	18,745.58	711,944.59
Type - 20 - Liabilities					
202100 - Accounts Payable	0.00	14,091.09	14,091.09	0.00	0.00
202200 - Sales Tax Payable	(389.98)	0.00	0.00	0.00	(389.98)
203100 - Salaries Payable	0.00	0.00	0.00	0.00	0.00
203200 - Federal Withholding Payable	0.00	0.00	0.00	0.00	0.00
203210 - FICA Payable	0.00	0.00	0.00	0.00	0.00
203220 - State Withholding Payable	0.00	0.00	0.00	0.00	0.00
203230 - State Disability Payable	0.00	0.00	0.00	0.00	0.00
203310 - Deferred Compensation Payable	0.00	0.00	0.00	0.00	0.00
203400 - Health Insurance Payable	0.00	0.00	0.00	0.00	0.00
203420 - Workers Compensation Payable	0.00	0.00	0.00	0.00	0.00
203910 - Accrued Vacation	(9,424.00)	0.00	0.00	0.00	(9,424.00)
203920 - Accrued Sick	(8,745.00)	0.00	0.00	0.00	(8,745.00)
205310 - Advances From Other	(208,125.00)	208,125.00	0.00	208,125.00	0.00

FEFS017TC Trial Balance

Ledger: GL - General Ledger

All Account Types

Fiscal Period 06/2023

Report Generated on Jan 27, 2023 12:00:59 PM

Page 2

	Balance Forward	Debit	Credit	Net Amount	Ending Balance
Funds					
20 Type Total	(226,683.98)	222,216.09	14,091.09	208,125.00	(18,558.98)
Type - 30 - Fund Balance					
331200 - Agency Obligation	(216,952.16)	0.00	0.00	0.00	(216,952.16)
380600 - Capital Assets, Net	(692,645.60)	0.00	0.00	0.00	(692,645.60)
30 Type Total	(909,597.76)	0.00	0.00	0.00	(909,597.76)
Type - 40 - Revenues					
411110 - Pty Taxes-Current Secured	(21,190.63)	2,608.63	97,827.39	(95,218.76)	(116,409.39)
412110 - Pty Taxes-Current Unsecured	(4,347.65)	0.00	0.00	0.00	(4,347.65)
416110 - Pty Taxes-Supplemental	0.00	0.00	1,910.38	(1,910.38)	(1,910.38)
441110 - Interest Income	(369.90)	783.26	0.00	783.26	413.36
458110 - State-Homeowners Property Tax	0.00	0.00	171.44	(171.44)	(171.44)
459119 - State-Emergency Fire Fighting	(74,767.42)	0.00	16,268.14	(16,268.14)	(91,035.56)
471211 - Benefit Assessments-Fire Assmt	0.00	2,109.00	166,823.93	(164,714.93)	(164,714.93)
483111 - Misc Income-Reimbursements	0.00	0.00	0.00	0.00	0.00
483450 - Refunds-Insurance Premiums	(658.13)	0.00	0.00	0.00	(658.13)
496060 - Donations-Auxiliary Utilities	(816.53)	0.00	492.25	(492.25)	(1,308.78)
496065 - Donations-Auxiliary Misc	(1,239.47)	0.00	268.74	(268.74)	(1,508.21)
40 Type Total	(103,389.73)	5,500.89	283,762.27	(278,261.38)	(381,651.11)
Type - 50 - Expenditures					
511110 - Salaries-Reg	367,475.58	22,142.22	0.00	22,142.22	389,617.80
511115 - Salaries-Part Time	0.00	0.00	0.00	0.00	0.00
511120 - Salaries-Reserve	10,100.93	3,887.51	0.00	3,887.51	13,988.44
511125 - Salaries-Overtime	28,952.40	1,440.00	0.00	1,440.00	30,392.40
511140 - Salaries-Termination	2,166.72	0.00	0.00	0.00	2,166.72
512115 - FICA	30,566.83	2,101.46	0.00	2,101.46	32,668.29
512120 - Unemployment Insurance	625.00	125.00	0.00	125.00	750.00
512305 - Employees Group Insurance	21,875.84	4,652.96	846.28	3,806.68	25,682.52
512325 - Life Insurance	114.75	2,317.25	0.00	2,317.25	2,432.00
512330 - Workers Comp Insurance	15,070.48	0.00	0.00	0.00	15,070.48

FEFS017TC Trial Balance
Ledger: GL - General Ledger
All Account Types
Fiscal Period 06/2023

Report Generated on Jan 27, 2023 12:00:59 PM

Page 3

	Balance Forward	Debit	Credit	Net Amount	Ending Balance
512510 - Recruitment Expense	1,086.60	188.00	0.00	188.00	1,274.60
521145 - Small Tools	69.78	0.00	0.00	0.00	69.78
521150 - Expendable Equipment	169.98	0.00	0.00	0.00	169.98
521180 - Clothing & Personal Supplies	2,856.42	0.00	0.00	0.00	2,856.42
521190 - Household Expense	1,059.15	403.62	0.00	403.62	1,462.77
521310 - Communications	1,745.66	279.30	0.00	279.30	2,024.96
521610 - Insurance	17,674.00	0.00	0.00	0.00	17,674.00
522125 - Maint-Equipment	1,552.40	596.07	0.00	596.07	2,148.47
522130 - Maint-Equip Vehicles	20,893.76	4,393.28	0.00	4,393.28	25,287.04
522205 - Maint-Buildings & Improvements	867.36	173.97	0.00	173.97	1,041.33
522225 - Maint-Grounds	69.65	64.07	0.00	64.07	133.72
523210 - Dues & Memberships	222.43	2,006.00	0.00	2,006.00	2,228.43
525110 - Office Expense	211.09	237.08	0.00	237.08	448.17
525140 - Office-Photocopy	511.01	41.73	311.40	(269.67)	241.34
525150 - Office-Postage	116.96	4.80	0.00	4.80	121.76
526110 - PS&S-Professional Services	7,643.68	2,300.00	600.00	1,700.00	9,343.68
526116 - PS&S-Legal	0.00	2,337.50	0.00	2,337.50	2,337.50
526124 - PS&S-Auditor-Controller	834.75	182.00	0.00	182.00	1,016.75
527210 - Rents-Equipment	545.00	79.25	0.00	79.25	624.25
528000 - SDE Special Department Expense	91.35	0.00	0.00	0.00	91.35
528205 - SDE-Refunds	0.00	658.13	0.00	658.13	658.13
529105 - Travel	363.05	0.00	0.00	0.00	363.05
529110 - Travel & Trans-Fuel	7,807.87	1,128.36	0.00	1,128.36	8,936.23
529112 - Travel & Trans-Priv Auto	219.00	30.94	0.00	30.94	249.94
529210 - Utilities	2,912.98	1,377.98	0.00	1,377.98	4,290.96
50 Type Total	546,472.46	53,148.48	1,757.68	51,390.80	597,863.26
9030 - Mi-Wuk Fire District Total	0.00	561,667.78	561,667.78	0.00	0.00

Dept. 230
Budget vs Actual
Tuolumne County of Tuolumne
Mi-Wuk Fire District

For 2023 Period Dec

Run Date: Jan 27, 2023 11:55:18 AM

GL Key	Object	Description	Budget	Current Period	Encumbrances	Year to Date	Remaining	Percent Remaining	December Target 50%
9030204230 - Mi-Wuk Fire District									
9030204230	411110	Ppty Taxes-Current Secured	205,453.00	95,218.76	0.00	116,409.39	89,043.61	43%	
9030204230	412110	Ppty Taxes-Current Unsecured	4,538.00	0.00	0.00	4,347.65	190.35	4%	
9030204230	414110	Ppty Taxes-Prior Unsecured	80.00	0.00	0.00	0.00	80.00	100%	
9030204230	416110	Ppty Taxes-Supplemental	5,158.00	1,910.38	0.00	1,910.38	3,247.62	63%	
Total Taxes			215,229.00	97,129.14	0.00	122,667.42	92,561.58	43%	
9030204230	441110	Interest Income	1,500.00	-783.26	0.00	-413.36	1,913.36	128%	
Total Use of Money & Property			1,500.00	-783.26	0.00	-413.36	1,913.36	128%	
9030204230	458110	State-Homeowners Property Tax	2,030.00	171.44	0.00	171.44	1,858.56	92%	
Total State Revenue			2,030.00	171.44	0.00	171.44	1,858.56	92%	
9030204230	469840	Other Govts-San Francisco	613.00	0.00	0.00	0.00	613.00	100%	
Total Other Governments			613.00	0.00	0.00	0.00	613.00	100%	
9030204230	471211	Benefit Assessments-Fire Assmt	302,526.00	164,714.93	0.00	164,714.93	137,811.07	46%	
Total Charges for Services			302,526.00	164,714.93	0.00	164,714.93	137,811.07	46%	
9030204230	483450	Refunds-Insurance Premiums	659.00	0.00	0.00	658.13	0.87	0%	
Total Miscellaneous Revenue			659.00	0.00	0.00	658.13	0.87	0%	
Total Revenue			522,557.00	261,232.25	0.00	287,798.56	234,758.44	45%	
9030204230	511110	Salaries-Reg	282,180.00	22,142.22	0.00	114,350.50	167,829.50	59%	
9030204230	511120	Salaries-Reserve	75,600.00	3,887.51	0.00	13,988.44	61,611.56	81%	
9030204230	511125	Salaries-Overtime	25,000.00	1,440.00	0.00	30,392.40	-5,392.40	-22%	Over budget
9030204230	511140	Salaries-Termination	2,167.00	0.00	0.00	2,166.72	0.28	0%	
9030204230	512115	FICA	29,352.00	2,101.46	0.00	11,879.25	17,472.75	60%	
9030204230	512120	Unemployment Insurance	1,500.00	125.00	0.00	750.00	750.00	50%	
9030204230	512305	Employees Group Insurance	50,000.00	3,806.68	0.00	25,682.52	24,317.48	49%	Over budget
9030204230	512325	Life Insurance	2,662.00	2,317.25	0.00	2,432.00	230.00	9%	
9030204230	512330	Workers Comp Insurance	15,071.00	0.00	0.00	15,070.48	0.52	0%	
9030204230	512505	Employee Physicals	450.00	0.00	0.00	0.00	450.00	100%	
9030204230	512510	Recruitment Expense	2,000.00	188.00	0.00	1,274.60	725.40	36%	Over budget
Total Salaries and Benefits			485,982.00	36,008.12	0.00	217,986.91	267,995.09	55%	Under budget
9030204230	521145	Small Tools	500.00	0.00	0.00	69.78	430.22	86%	
9030204230	521150	Expendable Equipment	2,200.00	0.00	0.00	169.98	2,030.02	92%	
9030204230	521173	Food-Other	255.00	0.00	0.00	0.00	255.00	100%	
9030204230	521180	Clothing & Personal Supplies	1,500.00	0.00	0.00	2,856.42	-1,356.42	-90%	Over budget
9030204230	521190	Household Expense	2,100.00	167.07	0.00	438.09	1,661.91	79%	
9030204230	521310	Communications	4,500.00	279.30	0.00	2,024.96	2,475.04	55%	
9030204230	521610	Insurance	17,674.00	0.00	0.00	17,674.00	0.00	0%	
9030204230	522120	Maint-Internal Vehicles	5,000.00	0.00	0.00	0.00	5,000.00	100%	
9030204230	522125	Maint-Equipment	6,000.00	596.07	0.00	2,148.47	3,851.53	64%	
9030204230	522130	Maint-Equip Vehicles	20,000.00	4,393.28	0.00	25,264.16	-5,264.16	-26%	Over budget
9030204230	522205	Maint-Buildings & Improvements	3,000.00	33.97	0.00	761.33	2,238.67	75%	
9030204230	522225	Maint-Grounds	1,500.00	64.07	0.00	133.72	1,366.28	91%	
9030204230	522600	Fire Extinguisher Testing	340.00	0.00	0.00	0.00	340.00	100%	
9030204230	523210	Dues & Memberships	4,273.00	2,006.00	0.00	2,228.43	2,044.57	48%	
9030204230	525110	Office Expense	1,000.00	237.08	0.00	254.26	745.74	75%	
9030204230	525140	Office-Photocopy	700.00	41.73	0.00	241.34	458.66	66%	
9030204230	525150	Office-Postage	400.00	4.80	0.00	121.76	278.24	70%	
9030204230	525200	Publications & Legal Notices	175.00	0.00	0.00	0.00	175.00	100%	
9030204230	526106	PS&S-Tax Admin Fee	5,100.00	0.00	0.00	0.00	5,100.00	100%	
9030204230	526107	PS&S-Tax Parcel Fee	4,000.00	0.00	0.00	0.00	4,000.00	100%	
9030204230	526110	PS&S-Professional Services	13,239.00	1,700.00	0.00	9,343.68	3,895.32	29%	
9030204230	526116	PS&S-Legal	500.00	2,337.50	0.00	2,337.50	-1,837.50	-368%	Over budget
9030204230	526124	PS&S-Auditor-Controller	2,000.00	182.00	0.00	1,016.75	983.25	49%	Over budget
9030204230	527210	Rents-Equipment	1,410.00	79.25	0.00	624.25	785.75	56%	
9030204230	527310	Rents-Buildings & Improvements	135.00	0.00	0.00	0.00	135.00	100%	

Budget vs Actual
Tuolumne County of Tuolumne
Mi-Wuk Fire District

For 2023 Period Dec

Run Date: Jan 27, 2023 11:55:18 AM

GL Key	Object	Description	Budget	Current Period	Encumbrances	Year to Date	Remaining	Percent Remaining	December Target 50%
9030204230	528000	SDE Special Department Expense	1,200.00	0.00	0.00	91.35	1,108.65	92%	
9030204230	528184	SDE-Awards & Certificates	50.00	0.00	0.00	0.00	50.00	100%	
9030204230	528205	SDE-Refunds	659.00	658.13	0.00	658.13	0.87	0%	
9030204230	529105	Travel	1,000.00	0.00	0.00	0.00	1,000.00	100%	
9030204230	529110	Travel & Trans-Fuel	14,000.00	1,128.36	0.00	7,901.46	6,098.54	44%	Over budget
9030204230	529112	Travel & Trans-Priv Auto	550.00	30.94	0.00	249.94	300.06	55%	
9030204230	529116	Training-Travel	3,500.00	0.00	0.00	0.00	3,500.00	100%	
9030204230	529134	Travel & Trans-Rent Payment	22,821.00	0.00	0.00	0.00	22,821.00	100%	
9030204230	529210	Utilities	9,300.00	826.79	0.00	2,857.89	6,442.11	69%	
Total Services and Supplies			150,581.00	14,766.34	0.00	79,467.65	71,113.35	47%	Over budget
9030204230	691110	Appropriation-Contingencies	194,808.00	0.00	0.00	0.00	194,808.00	100%	
9030204230	691114	Contingency-Employee Health Be	18,750.00	0.00	0.00	0.00	18,750.00	100%	
Total Contingencies			213,558.00	0.00	0.00	0.00	213,558.00	100%	
Total Expenditures			850,121.00	50,774.46	0.00	297,454.56	552,666.44	65%	
Total Net Mi-Wuk Fire District			-327,564.00	210,457.79	0.00	-9,656.00	-317,908.00		

Dept. 235
Budget vs Actual
Tuolumne County of Tuolumne
Mi-Wuk Fire Special Projects

For 2023 Period Dec

Run Date: Jan 27, 2023 11:55:18 AM

GL Key	Object	Description	Budget	Current Period	Encumbrances	Year to Date	Remaining	Percent Remaining
9030204235 - Mi-Wuk Fire Special Projects								
9030204235	459119	State-Emergency Fire Fighting	295,765.00	16,268.14	0.00	91,035.56	204,729.44	69%
Total State Revenue			295,765.00	16,268.14	0.00	91,035.56	204,729.44	69%
9030204235	496060	Donations-Auxiliary Utilities	4,900.00	492.25	0.00	1,308.78	3,591.22	73%
9030204235	496065	Donations-Auxiliary Misc	14,600.00	268.74	0.00	1,508.21	13,091.79	90%
Total Other Finance Sources			19,500.00	760.99	0.00	2,816.99	16,683.01	86%
Total Revenue			315,265.00	17,029.13	0.00	93,852.55	221,412.45	70%
9030204235	511110	Salaries-Reg	154,927.00	0.00	0.00	275,267.30	-120,340.30	-78%
9030204235	511147	Salaries-Emergency Admin	8,499.00	0.00	0.00	0.00	8,499.00	100%
9030204235	512115	FICA	11,852.00	0.00	0.00	20,789.04	-8,937.04	-75%
9030204235	512330	Workers Comp Insurance	9,175.00	0.00	0.00	0.00	9,175.00	100%
Total Salaries and Benefits			184,453.00	0.00	0.00	296,056.34	-111,603.34	-61%
9030204235	521150	Expendable Equipment	10,600.00	0.00	0.00	0.00	10,600.00	100%
9030204235	521173	Food-Other	600.00	0.00	0.00	0.00	600.00	100%
9030204235	521190	Household Expense	2,000.00	236.55	0.00	1,024.68	975.32	49%
9030204235	522130	Maint-Equip Vehicles	0.00	0.00	0.00	22.88	-22.88	
9030204235	522205	Maint-Buildings & Improvements	560.00	140.00	0.00	280.00	280.00	50%
9030204235	525110	Office Expense	300.00	0.00	0.00	193.91	106.09	35%
9030204235	525140	Office-Photocopy	0.00	-311.40	0.00	0.00	0.00	
9030204235	528000	SDE Special Department Expense	540.00	0.00	0.00	0.00	540.00	100%
9030204235	529105	Travel	0.00	0.00	0.00	363.05	-363.05	
9030204235	529110	Travel & Trans-Fuel	700.00	0.00	0.00	1,034.77	-334.77	-48%
9030204235	529210	Utilities	4,900.00	551.19	0.00	1,433.07	3,466.93	71%
Total Services and Supplies			20,200.00	616.34	0.00	4,352.36	15,847.64	78%
Total Expenditures			204,653.00	616.34	0.00	300,408.70	-95,755.70	-47%
Total Net Mi-Wuk Fire Special Projects			110,612.00	16,412.79	0.00	-206,556.15	317,168.15	
Total Revenues			837,822.00	381,651.11	0.00	381,651.11	456,170.89	1.46
Total Expenditures			1,054,774.00	597,863.26	0.00	597,863.26	456,910.74	0.43
Net Total			-216,952.00	-216,212.15	0.00	-216,212.15	-739.85	0%

December 2022 Financial Summary

Significant December Financial Activity and Budget Status

Target of 50% Remaining Budget for FY23

- As of December 31 reports, have received \$91,036 in OES reimbursements
Have yet to receive another \$424,471 (including \$10,799 for FY22)
- Advances from the County to cover strike team expenses have been paid in full
- Received \$97,300 in property tax revenue, net of County fees
- Received \$164,715 in Benefit Assessments, net of County fees
- Paid Anthem Blue Cross Premiums of \$3,807
- Paid \$2,317 for life insurance. \$2,270 for annual umbrella life insurance policy.
- Paid \$4,393 in vehicle maintenance. Exceeds total annual budget by 26%.
- Paid \$2,006 for annual CSDA membership
- Paid \$1,700 in professional fees for social media archiving (\$600 has been reimbursed by Auxiliary for their portion)
- Paid \$2,337 for legal services
- Paid \$658 in reimbursements to employees for 2022 health insurance refund received from Anthem
- Paid \$1,128 for fuel. Overbudget - 44% remaining for the year
- Overall Salaries and Benefits (Dept 230) has 55% remaining
- Overall Services and Supplies (Dept 230) has 47% remaining

(Line items over budget due to annual payments are not included)

Cash Balance History

	FY 22/23	FY 21/22	FY 20/21	FY 19/20	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15
Jul 31	\$167,585.32	\$253,303.84	\$ 139,966.78	\$ 202,670.42	\$ 160,788.10	\$ 125,178.72	\$ 102,836.45	\$ 91,027.21	\$ 98,475.15
Aug 31	\$38,504.33	\$ 186,690.69	\$ 109,571.47	\$ 158,568.34	\$ 77,662.37	\$ 90,372.49	\$ 65,207.79	\$ 56,481.78	\$ 55,133.05
Sep 30	\$55.08	\$ 93,563.21	\$ 94.93	\$ 97,354.43	\$ 30,713.08	\$ 64,183.33	\$ 46,469.69	\$ 26,082.37	\$ 15,583.75
Oct 31	\$77.12	\$ 22,257.21	\$ 73.81	\$ 43,783.05	\$ 51.87	\$ 35,625.92	\$ 20,695.14	\$ 54.93	\$ 91.48
Nov 30	\$53.41	\$ 1,691.61	\$ 72.42	\$ 59.18	\$ 72.52	\$ 25,495.92	\$ 28,413.14	\$ 117.19	\$ 33.08
Dec 31	\$18,798.99	\$ 215,046.09	\$ 89.36	\$ 140,891.71	\$ 185,032.02	\$ 197,024.76	\$ 174,746.43	\$ 150,895.35	\$ 143,297.01
Jan 31		\$ 364,986.75	\$ 41.62	\$ 87,320.27	\$ 172,709.26	\$ 198,245.16	\$ 148,725.48	\$ 123,196.88	\$ 107,361.47
Feb 28		\$ 270,328.59	\$ 47.06	\$ 101,410.30	\$ 129,344.83	\$ 161,654.76	\$ 113,087.15	\$ 93,346.87	\$ 80,807.04
Mar 31		\$ 270,259.11	\$ 66,178.68	\$ 120,130.72	\$ 137,982.68	\$ 135,241.04	\$ 66,058.64	\$ 27,117.75	\$ 51,204.32
Apr 30		\$ 393,006.91	\$ 406,275.87	\$ 264,014.83	\$ 275,251.54	\$ 272,357.19	\$ 214,194.29	\$ 98,760.14	\$ 165,464.83
May 31		\$ 308,662.07	\$ 285,520.93	\$ 224,705.05	\$ 271,468.33	\$ 245,512.31	\$ 193,849.35	\$ 69,401.49	\$ 150,907.81
Jun 30		\$ 259,482.59	\$ 326,741.77	\$ 209,376.59	\$ 256,825.82	\$ 225,419.40	\$ 180,850.91	\$ 166,612.59	\$ 147,732.11

DRAFT 1



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

Fire Chief Evaluation:

Fire Chief:

Evaluator: _____

Criteria:

Score: 1 (lowest) - 5 (highest)

Employee self-evaluation

Relationship with the Board

Relationship with the community

Overall Fire District leadership

Fire District business and operations leadership

Personnel leadership

Personal qualities and development.

Additional Comments:

Fire Chief Signature

Evaluator Signature

Draft 2

Evaluation for Period Of: _____

An effective system is essential for evaluating the performance of the Fire Chief and for holding the Fire Chief accountable for providing leadership to the MiWuk-Sugar Pine Fire Protection District, its operation and task accomplishment. The evaluation clarifies and communicates the Board of Director's expectations and priorities, identifies the progress toward goals of the District, and gives the Board the opportunity to express Board expectations that are not being met so that the Fire Chief may make plans for improvement.

Please evaluate the Fire Chief's performance this past year using the following evaluation criteria; in particular, explain any items rated 4, 2 or 1.

SCORING:

- 4: **Significantly Exceeds Expectations:**

Performance far exceeds expectations in all major responsibility areas to exceed expectations for most goals or personal attributes on a sustained basis or is recognized as an outstanding performer by demonstrating superior results.

- 3: **Fully Meets Expectations:**

Performance fully meets expectations in all major responsibility areas and consistently exceeds expectations on some goals or personal attributes. Performance is that of a competent, knowledgeable and experienced Fire Chief. Response to unplanned circumstances meets or exceeds what should be expected.

- 2: **Meets Most Expectations:**

Overall, most performance expectations were met. Some goals may not have been fully achieved or some important personal attributes or specific job requirements could be improved. The Fire Chief should focus on improving performance in a few major areas. Performance at this level could result from being new on the job.

- 1: **Below Expectations:**

Not performing to the expectation of the job as defined by the goals, duties or personal attributes. Needs a high degree of supervision and direction. May not have background to grasp the work. Must be made aware of performance and improvement plan must be developed.

Do Not Know: Rater was not involved in this area or had no opportunity to observe this competency.



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

PART ONE:

1-1. Relationship with the Board:

The Fire Chief proactively shares relevant information in a timely manner, seeking direction and input. The Board is appropriately informed of organization activities, progress and problems. The Chief is receptive to Board Member ideas and suggestions. Board criticism is accepted constructively. The Chief follows up on all problems and issues brought to his attention. Recommendations and other communications to the Board are clear, concise and understandable.

PLEASE CHECK ONE:

- 1: BELOW EXPECTATIONS
- 2: MEETS MOST EXPECTATIONS
- 3: FULLY MEETS EXPECTATIONS

- 4: SIGNIFICANTLY EXCEEDS EXPECTATIONS
- 0: DO NOT KNOW

EXPLANATION (Required if you answer 1, 2, or 4):

1-2. Community Relations:

The Fire Chief is actively involved in the community, participates in appropriate community organizations and is a positive and articulate advocate for the department within the community and with the department's neighboring communities. The Chief welcomes and accepts public input into department operations and is available and/or accessible to concerned members of the public.

PLEASE CHECK ONE:

- 1: BELOW EXPECTATIONS
- 2: MEETS MOST EXPECTATIONS
- 3: FULLY MEETS EXPECTATIONS

- 4: SIGNIFICANTLY EXCEEDS EXPECTATIONS
- 0: DO NOT KNOW

EXPLANATION (Required if you answer 1, 2, or 4):



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

1-3. Professional Relationships:

The Fire Chief establishes and maintains positive and effective relationships with public officials and holds active memberships in appropriate professional organizations. The department is well-informed on external events (both national, regional, and local) that effect the department. The department's interests are actively and assertively represented in effective and appropriate ways.

PLEASE CHECK ONE:

1: BELOW EXPECTATIONS

4: SIGNIFICANTLY EXCEEDS EXPECTATIONS

2: MEETS MOST EXPECTATIONS

0: DO NOT KNOW

3: FULLY MEETS EXPECTATIONS

EXPLANATION (Required if you answer 1, 2, or 4):

1-4. Employee Relations:

The Fire Chief maintains positive, effective, respectful relationships with employees, including labor leadership, consistent with Board direction. An effective labor/management relationship is developed and maintained.

PLEASE CHECK ONE:

1: BELOW EXPECTATIONS

4: SIGNIFICANTLY EXCEEDS EXPECTATIONS

2: MEETS MOST EXPECTATIONS

0: DO NOT KNOW

3: FULLY MEETS EXPECTATIONS

EXPLANATION (Required if you answer 1, 2, or 4):



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

1-5. **Personal Conduct:**

The Fire Chief demonstrates the highest professional conduct, consistent with the expectations of the Board.

PLEASE CHECK ONE:

1: BELOW EXPECTATIONS

4: SIGNIFICANTLY EXCEEDS EXPECTATIONS

2: MEETS MOST EXPECTATIONS

0: DO NOT KNOW

3: FULLY MEETS EXPECTATIONS

EXPLANATION (Required if you answer 1, 2, or 4):

1-6. **Innovation & Vision of Department:**

The Fire Chief assures that appropriate innovations – in technology, leadership, finance and other aspects of fire department operations – are proposed and implemented in the department. The fire department is always seeking to offer state-of-the-art fire protection and emergency medical services, commensurate with the financial resources available to fund such innovation.

PLEASE CHECK ONE:

1: BELOW EXPECTATIONS

4: SIGNIFICANTLY EXCEEDS EXPECTATIONS

2: MEETS MOST EXPECTATIONS

0: DO NOT KNOW

3: FULLY MEETS EXPECTATIONS

EXPLANATION (Required if you answer 1, 2, or 4):



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

1-7. Management Team Effectiveness:

The Fire Chief strives to recruit, retain and promote high caliber leaders who can effectively direct, motivate and gain commitment from their staff. The Chief directs, as necessary, the activities of the senior management team and promotes good morale, open communications, approachability and accountability. A team approach to management of the department is fostered and appropriate steps are taken to assure that this is implemented by the senior management in their respective program areas.

PLEASE CHECK ONE:

1: BELOW EXPECTATIONS

2: MEETS MOST EXPECTATIONS

3: FULLY MEETS EXPECTATIONS

4: SIGNIFICANTLY EXCEEDS EXPECTATIONS

0: DO NOT KNOW

EXPLANATION (Required if you answer 1, 2, or 4):

1-8. Operational Involvement and Response Readiness:

The Fire Chief leads an organization that is capable of delivering a high level of quality emergency services. The Fire Chief is personally committed to operational readiness, responds to emergencies and actively participates in the command of emergency responses.

PLEASE CHECK ONE:

1: BELOW EXPECTATIONS

2: MEETS MOST EXPECTATIONS

3: FULLY MEETS EXPECTATIONS

4: SIGNIFICANTLY EXCEEDS EXPECTATIONS

0: DO NOT KNOW

EXPLANATION (Required if you answer 1, 2, or 4):



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

1-9. Fiscal Management:

The Fire Chief ensures that a balanced budget is developed and implemented, consistent with priorities and direction from the Board and the Strategic Direction. Ongoing fiscal oversight is provided and the Board is kept appropriately informed of the financial status of the organization. The budget is efficiently administered, staying within spending limits. The Department aggressively pursues alternative revenue sources, with particular attention to grant opportunities. The Department is maintained in sound fiscal condition and compliant with all applicable required accounting practices.

PLEASE CHECK ONE:

1: BELOW EXPECTATIONS

2: MEETS MOST EXPECTATIONS

3: FULLY MEETS EXPECTATIONS

4: SIGNIFICANTLY EXCEEDS EXPECTATIONS

0: DO NOT KNOW

EXPLANATION (Required if you answer 1, 2, or 4):

1-10. Professional Development:

The Fire Chief is committed to continuous personal professional development. The Chief attends appropriate seminars and courses to maintain a high level of personal knowledge and ability in the leadership and management of the fire department. Lessons learned are brought back to the department and implemented, as appropriate.

PLEASE CHECK ONE:

1: BELOW EXPECTATIONS

2: MEETS MOST EXPECTATIONS

3: FULLY MEETS EXPECTATIONS

4: SIGNIFICANTLY EXCEEDS EXPECTATIONS

0: DO NOT KNOW

EXPLANATION (Required if you answer 1, 2, or 4):



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

PART TWO:

The second component of this appraisal is your response to open-ended questions related to the Fire Chief's performance. Answers may be as long or as brief as necessary. Attach additional sheets if necessary.

2-1. What pleased you the most about the Fire Chief's performance this rating period?

EXPLANATION:

2-2. What is your area of concern regarding the Fire Chief's performance this rating period?

EXPLANATION:



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

2-3. What specific recommendation(s) do you have for the Fire Chief to improve performance in the area of concern you listed in 2-2 above?

EXPLANATION:

2-4. Please add any additional comments or identify abilities or capabilities that merit special recognition.

EXPLANATION:

Print Your Name: _____ Date: _____

Sign Your Name: _____



GSAXcess® - Property Data Sheet

All Categories » Newly Reported Items Available - All Categories » Automobiles »

Item Information

Item Control Number: **7074G423340001** Screening Ends: **January 05, 2023**
 Item Name: **2015 FORD EXPLORER**
 Item Description: vehicle runs good and is serviceable
 FSC/National Stock Number: 2310
 Quantity Available: 1 EACH Quantity Requested: 5
 Original Unit Acquisition Cost: \$17,000.00
 Total Acquisition Cost: \$17,000.00
 Agency Bureau: 7055 - Immigration and Customs Enforcement
 Fair Market Value:
 Condition: Usable
 Make/Manufacturer's Name: FORD
 Part Number:
 Model: EXPLORER
 Date of Manufacture:
 Hazardous: No
 Demilitarization: No

Item Photos



Item Location

DHS ICE
125E CARPENTER FRWY
IRVING TX 75062-2709
IRVING , TX-75062-2709

DLA Site Storage Location

Point of Contact

Reporting Agency: DHS ICE
 Name: JOSEPH BARAJAS
 Phone: 469-934-8930
 Email: JOSEPH.BARAJAS@ICE.DHS.GOV

Custodian

Name: JOSEPH BARAJAS
 Phone: 469-934-8930
 Email: JOSEPH.BARAJAS@ICE.DHS.GOV

Additional Information

Model Year: 2015
 Body Style: SUV
 VIN: 1FM5K7F84FGA04781
 Cylinders: 06
 Fuel Type: Gasoline
 Estimated Mileage: 111055
 Color : Black
 Transmission Type: Automatic
 Tag



February 7, 2023

MI WUK SUGAR PINE FIRE DIST
PO BOX 1359
MI WUK VILLAGE, CA 95346-1359

Subject: Vertical Bridge's Lease Interest: Address: 24243 STATE HWY 108, MI WUK VILLAGE, CA 95346-9732 / APN: 047-060-023-000 | Site ID: CA-5423

MI WUK SUGAR PINE FIRE DIST:

Assurance Development is an authorized representative for Vertical Bridge. Vertical Bridge is researching properties in the area to locate a wireless communications facility (cell-site) in-order to improve the wireless cell phone coverage in the surrounding commercial and residential areas on behalf of T-Mobile.

This letter confirms Vertical Bridge's interest to lease space on the property located at **Address: 24243 STATE HWY 108, MI WUK VILLAGE, CA 95346-9732 / APN: 047-060-023-000** for the purposes of installing a wireless telecommunications facility (cell-site). The following information represents the general lease terms proposed.

- 1) **Lease Premises:** Proposed lease area of 40' x 40' (approximately) for equipment plus antenna placement.
- 2) **Use:** Construction, operation and maintenance of a cell-site for the transmission and reception of radio communications signals.
- 3) **Term:** Vertical Bridge proposes an initial term of five (5) years plus nine (9) automatic renewal options of five (5) years for a total of fifty (50) years. Lessee may terminate the lease at each annual anniversary by providing Lessor with thirty (30) days' notice.
- 4) **Rent:** Vertical Bridge proposes an amount of Twenty Thousand 00/100 dollars (**\$20,000.00**) annual rent to be paid in monthly installments beginning upon the start of construction.
- 5) **Rent Escalation:** Annual rent amount shall increase 2% per year.
- 6) **Testing:** Prior to lease commencement, Landowner shall provide access allowing Vertical Bridge to conduct any necessary inspections, surveys, and tests to determine the suitability of the property for Vertical Bridge.
- 7) **Access:** 24 hours a day, 7 days a week.
- 8) **Utilities:** At Vertical Bridge's expense, power and telco will be brought to the leased premises.
- 9) **Title:** A Memorandum of Lease will be recorded.
- 10) **Non-Disturbance Attornment (SNDA)** A Subordination, Non-Disturbance Agreement must be obtained from the current deed of trust holders. If this cannot be obtained, Vertical Bridge will not enter into a lease agreement.
- 11) **Contingency:** The lease is contingent upon Vertical Bridge's ability to obtain permits and use the premises as a communications facility.
- 12) **Signing Authority:** Documents will be required evidencing the signors authority to encumber the property.
- 13) **Confidentiality:** Landlord will keep the terms and conditions contained herein, and the details of ensuing negotiations confidential between the parties.

This letter is intended to be a nonbinding letter of interest entered into solely to reflecting the interest of the parties in negotiating with one another and to summarize the basic business terms being proposed for the lease agreement.

No portion of this letter is to be considered legally binding nor shall the provisions of this letter constitute any form of representation or warranty from one party to the other. The final lease agreement is subject to Vertical Bridge's review and approval, and contingent upon Vertical Bridge's signature.

If the terms of this letter of interest are acceptable concerning the proposed lease, please sign below in the place provided to evidence your agreement and return a copy of this letter so that we can begin the process of preparing mutually acceptable legal documents for yours and Vertical Bridge's signature.

We are working with some aggressive timelines and ask that you respond no later than February 16th. I look forward to your response regarding this proposal and would be happy to provide additional information. I can be reached at 323-627-6139 or at nvotaw@Assurance-Realty.com

Warm regards,

Nick Votaw
Site Acquisitions
Authorized Representative for Vertical Bridge

Signature of Landlord

Date

Contact Number

