



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, August 11, 2020

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

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 - Present
 - d. Director Doss - Absent
 - 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 July 14, 2020 Regular Meeting.
Moved to Approve: Vice President Afshar Seconded: Director Blake
Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
6. Written Communications: There were none.
7. Swearing in and badge pinning of Intern Fire Fighters; Postponed
8. Reports:
 - a. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President, read and elaborated on the written report that is in the meeting record. She also noted that, regarding the thermometer sign, the word 'indicts' should have been 'indicates' and she updated that another \$825 has been raised since she wrote the report.
 - b. USFS Report: No report

- c. CAL FIRE Report: Andrew Murphy, Assistant Chief TCU/CALFIRE, reported that for County Fire call volume was down in April and May due to less activity in the population but that has rebounded now that the community is opening back up. He gave updates on County Fire's grant funded defensible space inspection program, the County JPA and parcel tax, Cal Fire's 'One Less Spark' message and Cal Fire staffing.
- d. Chief's Report: James Klyn, Fire Chief, thanked David Straub for his work on the Districts defensible space inspections and his service as a volunteer firefighter. He then read and elaborated on the written report that is in the meeting record.
- e. District Policies & Procedures Committee: Chief Klyn said they did not meet.
- f. Treasurers Report on Budget Committee and Financial Reports: Treasurer Massman read and elaborated on the written report that is in the meeting record.

Financial Reports for Month Ending June 30, 2020:

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

Moved to Approve: Vice President Afshar Seconded: Director Blake

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

9. Discussion and Action Items:

- a. Joint Exercise of Powers Agreement for Tuolumne County Fire Authority (proposed by the County of Tuolumne and a number of local Fire Chiefs) between the City of Sonora Fire Department, Tuolumne County Fire Department, Columbia Fire Protection District, Tuolumne Fire District, Groveland Community Services District, Jamestown Fire District, Twain Harte Fire District, Mi-Wuk Sugar Pine Fire Protection District, and Strawberry Fire District in relation to a ballot measure for a special parcel tax for fire services being proposed by the County for the spring of 2021; Chief Klyn gave an update on the current status of the JPA. Because there are many unanswered questions, he recommended that the Board hold a special meeting to consider the most recent draft and the letters of intent provided by the County. He also suggested that they modify the letter intent to be less binding. Andrew Murphy added that legal counsel from Tuolumne County, City of Sonora and Groveland CSD are working on the language and that by the August 18th County Board of Supervisors meeting, they would like to know which agencies are willing to work towards the JPA and parcel tax. The board scheduled a special meeting for Monday, August 17, 2020 and will invite Liz Peterson, Senior Administrative Analyst / OES Coordinator, Tuolumne County Administrator's Office to answer questions.

10. 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. Vice President Afshar asked that an item be placed on the next agenda to discuss community fire alarms.

11. Final audience comments: There were none.

12. Adjournment: 8:02 PM

Approved by the District Board of Directors in the meeting assembled September 8, 2020.

President McDonald



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

Special Meeting, 2:00 PM, Monday, August 17, 2020

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order – 2:00 PM
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald - Present
 - b. Vice President Afshar - Present
 - c. Treasurer Massman - Present
 - d. Director Doss - Absent
 - 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.

Dane Wadle, Field Coordinator for CSDA, introduced himself and let the board know that they represent Special Districts, mostly in Sacramento, but are currently working on relief bills in Washington DC and are trying to get allocations for special districts. He also reminded the board of the training opportunities and professional development provided by CSDA.

Director Doss arrived at 2:06 PM and was present for the remainder of the meeting.
5. Joint Exercise of Powers Agreement for Tuolumne County Fire Authority (proposed by the County of Tuolumne and a number of local Fire Chiefs) between the City of Sonora Fire Department, Tuolumne County Fire Department, Columbia Fire Protection District, Tuolumne Fire District, Groveland Community Services District, Jamestown Fire District, Twain Harte Fire District, Mi-Wuk Sugar Pine Fire Protection District, and Strawberry Fire District in relation to a ballot measure for a special parcel tax for fire services being proposed by the County for the spring of 2021;

Chief Klyn informed the board that the take away from the most recent Tuolumne County Fire Chief's meeting was that the current draft is so much of a draft that many pages may be removed, they want to make it as simple as possible so the current questions may not even apply. He introduced Liz Peterson, Senior Administrative Analyst / OES Coordinator, Tuolumne County Administrator's Office. She gave some background on the tax measure and JPA and answered many questions from Chief Klyn and the Board. Key points were that County of Tuolumne, City of Sonora and Groveland CSD legal representatives are working together for a mechanism for a unified ballot measure. In order to start collecting for next fiscal year it would have to be on the ballot by the second Tuesday in June. For now, it may be a JPA for taxing only. The taxes would pass through to each agency, possibly less a small percentage. It would cost each agency about \$4 – 5 per voter to be on the ballot. At a later time, it could be amended to include shared resources, such as purchasing equipment and firefighter recruitment and training. Agencies that do not want to participate in the tax measure could join later for shared resources and their voters would not have the tax measure on their ballots.

Two draft letters of intent were provided to the Board for consideration and are in the meeting record. The consensus was that the District needs a lot more information and community feedback so they will keep the option to join the tax measure open but will not commit to it at this time.

Director Blake moved and Treasurer Massman seconded to approve the letter of intent to the Tuolumne County Board of Supervisors indicating that the Board will entertain the idea of joining the JPA and tax measure, as stated in the letter.

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

6. Adjournment: 2:52 PM

Approved by the District Board of Directors in the meeting assembled September 8, 2020.

President McDonald



Date: August 24, 2020
Grantee: Mi Wuk Sugar Pine Fire Protection District
Award Amount: \$15,000.00
Project: PPE Replacement

Congratulations! On behalf of the [California Fire Foundation](#) (CFF), a statewide nonprofit 501(c)(3) charitable organization founded in 1987, it is a pleasure to inform you that we have approved a grant in the amount of **\$15,000.00** for **Mi Wuk Sugar Pine Fire Protection District's** above-referenced project, which covers the period **07/15/2020 through 01/01/2021**.

Enclosed please find the Grant Agreement, Fund Disbursement, and W-9 forms. The Grant Agreement contains the terms and conditions governing your use of our grant funds. This agreement must be signed and dated by an officer or director. **Please email the signed Grant Agreement and related forms to Amy Howard in our office at ahoward@cpf.org.** The Foundation *will not* disburse payment on this grant until we receive the signed agreement and related forms.

If you have any questions about this grant, or your circumstances have changed since applying for funding, please contact our office as soon as possible. In all correspondence with us, please include your department, association or organization name and contact information.

And, when making any public announcement about this grant, we would appreciate it if you would recognize the support from the California Fire Foundation.

Thank you for the care you took in developing the proposal, the [California Fire Foundation](#) is honored to support your project and we wish you much success!

Sincerely,

A handwritten signature in black ink that reads "Brian K. Rice".

Brian K. Rice
Chair
California Fire Foundation



Grant Agreement for Mi Wuk Sugar Pine Fire Protection District



MI-WUK SUGAR PINE FIRE PROTECTION DISTRICT

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

Chiefs Notes August

1. Cars in back all gone
2. Boykin Still filling in for empty Engineer position
3. Engineer hiring has been on hold to fires throughout California
4. Hired Firefighter + one more pending, handful of pending applicants
5. 2 Intern Engineers have been promoted to Engine Boss
6. WT-777 assisted at the Lake Fire
7. E-773 assisted in the Jones Fire and LNU Complex Fire
8. E-776 assisted area coverage at Green Springs for the Moc Fire
9. WT-777 assisting at the Woodward Fire
10. Like to pay off E-773 and build mezzanine in app bay if possible
11. Incident breakdown for August:
 - a. 51 incidents-
 - b. 14 in District
 - c. 37 out of District
 - d. 26 EMS (Emergency Medical Service)
 - e. 05 MVA (Motor Vehicle Accident)
 - f. 08 fires
 - g. 03 PSA (Public Service Assist)
 - h. 07 Haz

Selection Criteria:

Fiscal Year 2021 Period 1 (July)
Fund 9030 Mi-Wuk Fire District

Account	Description	Beginning	Net Activity	Ending
100100	Equity In Treasurers Pooled Ca	209,260.24	-69,293.46	139,966.78
100400	Petty Cash	500.00	0.00	500.00
106950	Property Tax Receivable	229.76	-229.76	0.00
106955	Allow For Uncollectible Taxes	-2.30	2.30	0.00
106980	Due From Other Governments	28,634.78	-28,634.78	0.00
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	1,044,270.77	-98,155.70	946,115.07
201210	Notes Payable-Current	-28,220.28	0.00	-28,220.28
202100	Accounts Payable	-2,833.60	2,833.60	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	-9,520.92	-1,553.13	-11,074.05
203215	Accrued Vacation	-9,189.00	0.00	-9,189.00
203225	Accrued Sick	-5,774.00	0.00	-5,774.00
203500	Federal Withholding Payable	-1,609.42	793.82	-815.60
203600	FICA Payable	-1,977.74	-71.62	-2,049.36
203700	State Withholding Payable	-626.27	404.95	-221.32
203935	Deferred Compensation Benefits	-87.50	-37.50	-125.00
203945	SDI Payable	-129.32	-4.63	-133.95
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	-218,955.08	2,365.49	-216,589.59
262010	Agency Obligation	-19,667.40	0.00	-19,667.40
280600	Capital Assets, net	-805,648.29	0.00	-805,648.29
	Total Fund Balance	-825,315.69	0.00	-825,315.69
412110	Ppty Taxes - Current Unsecured	0.00	227.46	227.46
459119	State - Emergency Fire Fightin	0.00	28,634.78	28,634.78
483110	Miscellaneous Income	0.00	-40.00	-40.00
483111	Misc Income - Reimbursements	0.00	-187.71	-187.71
496000	Donations	0.00	-25.00	-25.00
496060	Donations- Auxiliary-Utilities	0.00	-309.00	-309.00
496065	Donations- Auxiliary- Misc	0.00	-128.60	-128.60
	Total Revenue	0.00	28,171.93	28,171.93
511110	Regular Salaries	0.00	18,042.28	18,042.28
511140	Salaries - Termination	0.00	1,037.70	1,037.70
511153	Part-Time/Reserve Salaries	0.00	5,981.67	5,981.67
511160	Overtime Salaries	0.00	8,360.25	8,360.25
512225	Life Insurance	0.00	27.00	27.00
512310	Workers Compensation Insurance	0.00	14,736.76	14,736.76
512410	F.I.C.A.	0.00	2,556.75	2,556.75
512420	Unemployment Insurance	0.00	125.00	125.00
521210	Clothing & Personal Supplies	0.00	-9.08	-9.08
521510	Household Expense	0.00	16.14	16.14
521610	Insurance	0.00	6,581.00	6,581.00
522110	Maintenance Equipment	0.00	420.00	420.00
522510	Maintenance - Buildings & Imps	0.00	255.29	255.29
525150	Office Expense - Postage	0.00	124.35	124.35
526124	P S & S-Auditor-Controller	0.00	180.25	180.25

TRIAL BALANCE

BY FUND

Selection Criteria:

Fiscal Year 2021 Period 1 (July)
 Fund 9030 Mi-Wuk Fire District

<u>Account</u>	<u>Description</u>	<u>Beginning</u>	<u>Net Activity</u>	<u>Ending</u>
527210	Rents & Leases-Equipment	0.00	114.00	114.00
529210	Utilities	0.00	809.25	809.25
529910	Expendable Equipment	0.00	177.18	177.18
598410	Interest - Long-Term Debt	0.00	8,082.49	8,082.49
	Total Expenditures	0.00	67,618.28	67,618.28
822	Overtime Hours	0.00	279.90	279.90
850	Vacation Taken	0.00	84.00	84.00
852	Sick Leave	0.00	41.60	41.60
860	Vacation Leave Pay Off	0.00	63.09	63.09
	Total Non-Budgetary Expenditures	0.00	468.59	468.59
		0.00	468.59	468.59

TRIAL BALANCE

BY FUND

Selection Criteria:

Fiscal Year 2021 Period 1 (July)

Fund 9030 Mi-Wuk Fire District

<u>Account</u>	<u>Description</u>	<u>Beginning</u>	<u>Net Activity</u>	<u>Ending</u>
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Report ID: TCGL0012R

Dept 500 Revenue

Fiscal Year: 2021 As of: 07-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Mi Wuk Fire

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Amount Received	Remaining Amount	Percent Remaining
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	-227.46	-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	-227.46	-227.46	200,470.46	100.11
				Interest Income	1,510.00	0.00	0.00	1,510.00	100.00
9030	204500	0000	441110	Total Revenue From Use of Money And	1,510.00	0.00	0.00	1,510.00	100.00
				State - Homeowners' Property T	2,060.00	0.00	0.00	2,060.00	100.00
9030	204500	0000	458110	Total State Revenues	2,060.00	0.00	0.00	2,060.00	100.00
				Other Govs- San Francisco	613.00	0.00	0.00	613.00	100.00
9030	204500	0000	469840	Total Federal Revenues	613.00	0.00	0.00	613.00	100.00
				Benefit Assessments-Fire Assmt	285,413.00	0.00	0.00	285,413.00	100.00
9030	204500	0000	471211	Total Charges for Services	285,413.00	0.00	0.00	285,413.00	100.00
				Miscellaneous Income	117.00	40.00	40.00	77.00	65.81
9030	204500	0000	483110	Misc Income - Reimbursements	20.00	0.00	0.00	20.00	100.00
9030	204500	0000	483111	Total Miscellaneous Revenues	137.00	40.00	40.00	97.00	70.80
				Sale Of Fixed Assets	0.00	0.00	0.00	0.00	0.00
9030	204500	0000	491110	Donations	717.00	25.00	25.00	692.00	96.51
9030	204500	0000	496000	Total Other Financing Sources	717.00	25.00	25.00	692.00	96.51
				Department Total	490,693.00	-162.46	-162.46	490,855.46	100.03

Report ID: TCGL0012R

PeopleSoft
ORGANIZATION BUDGET STATUS

Page No. 2
Run Date 09/01/2020
Run Time 14:37:10

Fiscal Year: 2021 As of: 07-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 550 Revenue

MI Wuk- Special Projects

Fund	Dept.	Program	Account	Description	Budgeted	Current	Amount	Remaining	Percent
					Amount	Period	Received	Amount	Remaining
9030	204550	0000	459119	State - Emergency Fire Fightin	0.00	-28,634.78	-28,634.78	28,634.78	0.00
				Total State Revenues	0.00	-28,634.78	-28,634.78	28,634.78	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	187.71	187.71	4,522.29	96.01
				Total Miscellaneous Revenues	4,710.00	187.71	187.71	4,522.29	96.01
9030	204550	0000	496060	Donations- Auxiliary-Utilities	4,560.00	309.00	309.00	4,251.00	93.22
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	128.60	128.60	6,566.40	98.08
				Total Other Financing Sources	26,840.00	437.60	437.60	26,402.40	98.37
				Department Total	47,135.00	-28,009.47	-28,009.47	75,144.47	159.42
				Fund Total	537,828.00	-28,171.93	-28,171.93	565,999.93	105.24

End of Report

Fiscal Year: 2021 As of: 07-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 500 Expense

Mi Wuk Fire

Target
91.67%

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Encumbered Amount	Expended Amount	Remaining Amount	Percent Remaining
					205,718.00	18,042.28	0.00	18,042.28	187,675.72	91.23
9030	204500	0000	511110	Regular Salaries	1,538.00	0.00	0.00	0.00	1,538.00	100.00
9030	204500	0000	511132	Recruitment Expense	0.00	1,037.70	0.00	1,037.70	-1,037.70	0.00
9030	204500	0000	511140	Salaries - Termination	0.00	5,981.67	0.00	5,981.67	66,018.33	91.69
9030	204500	0000	511153	Part-Time/Reserve Salaries	72,000.00	8,360.25	0.00	8,360.25	43,006.75	83.72
9030	204500	0000	511160	Overtime Salaries	51,367.00	0.00	0.00	0.00	161.00	100.00
9030	204500	0000	512215	Employee Physicals	161.00	27.00	0.00	27.00	2,695.00	99.01
9030	204500	0000	512225	Life Insurance	2,722.00	14,736.76	0.00	14,736.76	0.24	0.00
9030	204500	0000	512310	Workers Compensation Insurance	0.00	0.00	0.00	0.00	0.00	0.00
9030	204500	0000	512320	Sheriff (4850) Salaries	25,093.00	2,556.75	0.00	2,556.75	22,536.25	89.81
9030	204500	0000	512410	F.I.C.A.	1,500.00	125.00	0.00	125.00	1,375.00	91.67
9030	204500	0000	512420	Unemployment Insurance	374,836.00	50,867.41	0.00	50,867.41	323,968.59	86.43
				Total Salaries and Employee Benefits						
					1,000.00	-9.08	0.00	-9.08	1,009.08	100.91
9030	204500	0000	521210	Clothing & Personal Supplies	4,987.00	0.00	0.00	0.00	4,987.00	100.00
9030	204500	0000	521310	Communications	255.00	0.00	0.00	0.00	255.00	100.00
9030	204500	0000	521425	Food - Other	1,100.00	16.14	0.00	16.14	1,083.86	98.53
9030	204500	0000	521510	Household Expense	5,637.00	6,581.00	0.00	6,581.00	-944.00	-16.75
9030	204500	0000	521610	Insurance	4,289.00	420.00	0.00	420.00	3,869.00	90.21
9030	204500	0000	522110	Maintenance Equipment	12,000.00	0.00	0.00	0.00	12,000.00	100.00
9030	204500	0000	522120	Maint Equip-Vehicles	3,500.00	0.00	0.00	0.00	3,500.00	100.00
9030	204500	0000	522122	Maint- Vehicles- Internal	340.00	0.00	0.00	0.00	340.00	100.00
9030	204500	0000	522177	Fire Extinguisher Testing	2,346.00	255.29	0.00	255.29	2,090.71	89.12
9030	204500	0000	522510	Maintenance - Buildings & Imps	50.00	0.00	0.00	0.00	50.00	100.00
9030	204500	0000	522512	Maintenance - Grounds	3,020.00	0.00	0.00	0.00	3,020.00	100.00
9030	204500	0000	523210	Dues & Memberships	1,600.00	0.00	0.00	0.00	1,600.00	100.00
9030	204500	0000	525110	Office Expense	50.00	0.00	0.00	0.00	50.00	100.00
9030	204500	0000	525140	Office Expense - Photocopy	400.00	124.35	0.00	124.35	275.65	68.91
9030	204500	0000	525150	Office Expense - Postage	5,528.00	0.00	0.00	0.00	5,528.00	100.00
9030	204500	0000	526106	P S & S - Tax Admin Fee	4,201.00	0.00	0.00	0.00	4,201.00	100.00
9030	204500	0000	526107	P S & S -Tax Parcel Fee	10,112.00	0.00	0.00	0.00	10,112.00	100.00
9030	204500	0000	526110	P S & S-Professional Services	2,474.00	180.25	0.00	180.25	2,293.75	92.71
9030	204500	0000	526124	P S & S-Auditor-Controller	250.00	0.00	0.00	0.00	250.00	100.00
9030	204500	0000	527110	Publications & Legal Notices	2,825.00	114.00	0.00	114.00	2,711.00	95.96
9030	204500	0000	527210	Rents & Leases-Equipment	135.00	0.00	0.00	0.00	135.00	100.00
9030	204500	0000	527310	Rents & Leases - Bldgs & Impro	300.00	0.00	0.00	0.00	300.00	100.00
9030	204500	0000	527410	Small Tools	1,844.00	0.00	0.00	0.00	1,844.00	100.00
9030	204500	0000	528110	Special Departmental Expense	6.00	0.00	0.00	0.00	6.00	100.00
9030	204500	0000	528184	SDE-Awards & Certificates	10,000.00	0.00	0.00	0.00	10,000.00	100.00
9030	204500	0000	529110	Transp. & Travel - Fuel	2,500.00	0.00	0.00	0.00	2,500.00	100.00
9030	204500	0000	529120	Travel - Training And Seminars	450.00	0.00	0.00	0.00	450.00	100.00
9030	204500	0000	529130	Trans. & Travel - Private Auto	100.00	0.00	0.00	0.00	100.00	100.00
9030	204500	0000	529140	Travel						

Report ID: TCGL0012

PeopleSoft
ORGANIZATION BUDGET STATUS

Page No. 2
Run Date 09/01/2020
Run Time 14:37:10

Fiscal Year: 2021 As of: 07-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 500 Expense

Target
91.67%

					Mi Wuk Fire					
<u>Fund</u>	<u>Dept.</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Budgeted</u> <u>Amount</u>	<u>Current</u> <u>Period</u>	<u>Encumbered</u> <u>Amount</u>	<u>Expended</u> <u>Amount</u>	<u>Remaining</u> <u>Amount</u>	<u>Percent</u> <u>Remaining</u>
9030	204500	0000	529210	Utilities	9,917.00	485.55	0.00	485.55	9,431.45	95.10
9030	204500	0000	529910	Expendable Equipment	4,092.00	177.18	0.00	177.18	3,914.82	95.67
				Total Services and Supplies	95,308.00	8,344.68	0.00	8,344.68	86,963.32	91.24
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	8,082.49	0.00	8,082.49	26,560.51	76.67
				Total Depreciation	34,643.00	8,082.49	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	67,294.58	0.00	67,294.58	640,274.42	90.49

Report ID: TCGL0012

PeopleSoft
ORGANIZATION BUDGET STATUS

Page No. 3
Run Date 09/01/2020
Run Time 14:37:18

Fiscal Year: 2021 As of: 07-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 550 Expense

MI Wuk- Special Projects

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Encumbered Amount	Expended Amount	Remaining Amount	Percent Remaining
9030	204550	0000	511110	Regular Salaries	0.00	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	0.00
				Total Salaries and Employee Benefits	0.00	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	1,850.00	100.00
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	0.00	0.00	0.00	500.00	100.00
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	0.00	0.00	0.00	4,710.00	100.00
9030	204550	0000	529210	Utilities	4,560.00	323.70	0.00	323.70	4,236.30	92.90
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	323.70	0.00	323.70	46,811.30	99.31
				Department Total	47,135.00	323.70	0.00	323.70	46,811.30	99.31
				Fund Total	754,704.00	67,618.28	0.00	67,618.28	687,085.72	91.04

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		\$ 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 expenses in July:

- Annual Workers Comp Insurance premium \$14737
- Annual Property, Vehicle and Liability Insurance premium \$6581
- Water Tender payment \$8082

BUDGET ESTIMATE FOR FISCAL YEAR 2020-21
9/8/2020 DRAFT
DISTRICT NAME: Mi-Wuk Fire District (with Special Projects)
Fund - Department: 9030-204500, 9030-204550

FUND BALANCE as of July 1, 2020 (ending bal of 2019-20 year) 19,667.40
 ADJUSTED FUND BALANCE as of July 1, 2020 (ending bal of 2019-20 year) 199,178.09

ESTIMATE OF REVENUES for FY 2020-21

ACCOUNT NUMBER	Budget 2019-20 BUDGETED REVENUE	Actual 2019-20 REVENUE RECEIVED	2020-21 DISTRICT REVENUE ESTIMATE	
Pply Taxes - Current secured	411110	184,636	184,200	187,884.00 *
Pply Taxes - Current unsecured	412110	4,566	4,517	4,291.00 **
Pply Taxes - Prior Unsecured	414110	92	87	82.00 **
Supplemental Property Taxes	416110	3,494	2,301	2,301.00 ***
Interest Income	441110	1,510	2,016	1,500.00
State - Homeowners' Property Tax	458110	2,060	2,027	2,027.00 ****
State - Emergency Fire Fighting	459119			
Other Govts - San Francisco	469840	613	613	613.00
Benefit Assessment - Fire Assmt	471211	276,950	277,228	285,413.00
Miscellaneous Income	483110	117	117	40.00
Misc Income -Reimbursements	483111	20	20	-
Misc Income - Admin Fee	483112			
Insurance Reimbursement	484005			
Sale of Fixed Assets	491110	10,000	10,000	
Donations	496000	717	723	
State - Emergency Fire Fighting (204550)	459119	132,797	159,650	174,069.94
State - SRAFPF Grant (204550)	459206			
Federal - SAFER (204550)	462209			
Fed - VFA Equipment Grant (204550)	469207	2,908	2,908	15,585.00
Other Govts - TPPA Grant (204550)	469805			
Misc Income (204550)	483110			
Misc Income -Reimbursements (204550)	483111	4,710	3,308	3,500.00
Misc Income - Admin Fee (204550)	483112			
Sonora Foundation Grant (204550)	489100			
California Fire Foundation (204550)	489107			15,000.00
Donations (204550)	496000			
Donations - Auxiliary - Utilities (204550)	496060	4,560	4,833	4,900.00
Donations - Auxiliary - Clothing (204550)	496063	4,800	4,711	3,357.55
Donations - Auxiliary - Misc (204550)	496065	17,365	13,059	13,650.00
Total Revenues 2019-20	651,915	672,318		
Total District estimated revenues for 2020-21			714,213.49	

TOTAL ESTIMATED FUNDS AVAILABLE FOR FY 2020-21 913,391.58

Total is the ADJUSTED Fund balance as of July 1, 2020 + District estimated revenue for 2020-21

↑
 This amount should equal the total on Page 2

- * Secured Property Taxes - Estimated increase of 2%
- ** Unsecured Property Taxes - Estimated decrease of 5%
- *** Supplemental Property Taxes - Estimated as steady
- **** Homeowners Property Taxes - Estimated as steady

ESTIMATE OF EXPENSES for FY 2020-21

ACCOUNT NUMBER	Budget 2019-20 EXPENDITURES	Actual 2019-20 EXPENDITURES	2020-21 EXPENDITURE REQUEST	
Regular Salaries	511110	238,907	238,907	215,000.00
Leave Cash Outs	511115			
Vacation	511120			
Recruitment expense	511132	1,636	1,636	2,810.00
Salaries - Termination	511140	3,371	3,371	1,038.00
Part-Time Salaries	511150			
Part-Time/Reserve Salaries	511153	68,908	67,983	73,000.00
Overtime Salaries	511160	55,297	55,297	55,000.00
Medical Reimbursements	512212			
Employee Physicals	512215	175	175	200.00
Life Insurance	512225	2,722	2,722	2,722.00
Workers Compensation Ins	512310	21,298	21,297	14,736.76
Sheriff (4850) Salaries	512320	304	303	
FICA	512410	27,970	27,955	26,318.91
Unemployment	512420	351	351	1,500.00
Clothing and Personal Supplies	521210	1,107	1,107	1,000.00
Communications	521310	4,987	4,781	4,087.52
Food - Other	521425	255	244	255.00
Household Expense	521510	1,100	1,082	1,100.00
Insurance	521610	5,637	5,637	6,581.00
Maintenance - Equipment	522110	4,289	3,632	3,600.00
Maintenance - Vehicles	522120	8,807	8,807	12,000.00
Maintenance - Vehicles - Internal	522122	3,500	832	3,500.00
Fire Extinguisher Testing	522177	340	138	340.00
Maintenance - Building & Improvements	522510	4,017	4,017	2,372.00
Maintenance - Grounds	522512	50	-	50.00
Dues & Memberships	523210	3,020	3,011	3,292.50

Office Expense	525110	1,284	968	1,000.00
Office Expense - Photocopy	525140	50	10	700.00
Office Expense - Postage	525150	400	364	400.00
PS&S - Tax Admin. Fee	526106	5,528	4,817	5,087.80
PS&S - Tax Parcel Fee	526107	4,201	3,869	4,052.43
PS&S - Professional Services	526110	10,112	10,112	9,720.00
PS&S - Legal	526111			
PS&S - Auditor-Controller	526124	2,474	2,466	2,500.00
Publications & Legal Notices	527110	344	343	175.00
Rents & Leases - Equipment	527210	2,826	2,547	1,450.00
Rents & Leases - Phone	527220			
Rents & Leases - Bldg & Improvements	527310	135	135	135.00
Small Tools	527410	300	295	300.00
Special Department Expense	528110	1,851	1,851	1,000.00
SDE - Awards & Certificates	528184	6	6	50.00
Transportation & Travel - Fuel	529110	10,000	9,588	10,000.00
Travel - Training & Seminars	529120	2,500	2,370	2,500.00
Trans & Travel - Private Auto	529130	477	477	450.00
Travel	529140	100	90	100.00
Utilities	529210	9,917	9,298	9,300.00
Expendable Equipment	529910	6,280	6,280	
Expendable Equipment - Computers	529950			
Reroofing Projects	542014			
Building and Improvements	542200	1,650		
Station 108 Alteration	542273			
Vehicles	543000	15,000	15,000	
Fire Equipment	544400			
Misc./Specialized Equip.	544900			
Fixed Asset Contra Accounts	559000			
Interest - Long Term Debt	598410	39,143	3,982	34,642.97
Interest - Internal Borrowing	598420			
Appropriation for Contingencies	691110	230,921		91,417.69
Contingencies - Long Term Debt	691170			156,948.47
Regular Salaries (204550)	511110	80,150	94,874	82,676.67
Recruitment expense (204550)	511132			
Overtime Salaries (204550)	511160			
Employee Physicals (204550)	512215			
Workers Compensation Ins (204550)	512310	6,222		4,464.54
FICA (204550)	512410	6,132	7,258	6,324.77
Clothing and Personal Supplies (204550)	521210	7,708	7,620	33,942.55
Communications (204550)	521310	300	100	
Food - Other (204550)	521425	600	478	600.00
Household Expense (204550)	521510	1,850	2,051	2,050.00
Maintenance - Equipment (204550)	522110	200	114	
Maintenance - Vehicles (204550)	522120	5,500	5,304	500.00
Maintenance - Bldgs & Imprts (204550)	522510	615	500	500.00
Maintenance - Grounds (204550)	522512			
Dues and Memberships (204550)	523210	300		
Office Expense (204550)	525110	500	149	300.00
Office Expense - Photocopy (204550)	525140			200.00
Office Expense - Postage (204550)	525150			
PS&S - Tax Admin Fee (204550)	526110			
PS&S - Professional Services (204550)	526110			
Publications and Legal Notices (204550)	527110			
Rents & Leases - Equipment (204550)	527210			
Small Tools (204550)	527410			
Special Department Expense (204550)	528110			
SDE - Detwiler Fire (204550)	528251			
Transp. & Travel - Fuel (204550)	529110	4,710	4,248	4,500.00
Travel - Training & Seminars (204550)	529110			
Travel (204550)	529140			
Transp. & Travel - Private Auto (204550)	529130			
Utilities (204550)	529210	4,560	4,936	4,900.00
Expendable Equipment (204550)	529910	7,700	4,471	10,000.00
Buildings and Improvements (204550)	542200			
Vehicles (204550)	543000			
Fire Equipment (204550)	544400			
Misc./Specialized Equip (204550)	544900			
Appropriation for Contingencies (204550)	691110			

Total Operating Expenses 2019-20 930,594 660,255

Total District estimated operating expenses for 2020-21 913,391.58

TOTAL OPERATING EXPENSES (District estimated expenses for 2020-21) 913,391.58

****See Attached Page - 'Adjustments to Fund Balance for Budget Estimate for Fiscal Year 2020-21 and Vehicle Loan Information

These estimates of revenue and expenditures were prepared by:

Name _____ Date _____ Telephone # _____

↑
This amount should equal the total estimated funds available on Page 1

ADJUSTMENTS TO FUND BALANCE FOR BUDGET ESTIMATE FOR FISCAL YEAR 2020-21 AND VEHICLE LOAN INFORMATION

Account No.	Account Name	Amount	Adjustments to Fund Balance
262010	Agency Obligation (Fund Balance)	\$ 19,667.40	Calculated by Tuolumne County Auditors Office by deducting Total Liabilities of \$218955.08 (Accounts 201210 - 221005 on Trial Balance) from Current Assets of \$238622.48 (Accounts 100100 - 106980 on Trial Balance).
201210	Notes Payable Current	\$ 28,220.28	This is the principle included in vehicle payments due in FY21. This liability was added back into the fund balance because it is included in this budget as an expense in Interest - Long term Debt 598410 (along with actual interest) See FY21 payments in separate box below.
203215 and 203225	Accrued Vacation and Accrued Sick	\$ 391.00	FY20 expense not yet recorded. Journal sent 9/02/2020. Combined Accrued Vacation and Accrued Sick leave balances on June 30, 2020 was \$391 less than on June 30 2019. This item decrease liabilities and increases fund balance.
203400	Workers' Comp Payable	\$ (8,030.90)	FY20 expense not yet recorded. Journal sent 9/02/2020 upon receipt of invoice from SDRMA for Workers' Comp due on FY19/20 actual wages vs estimated. \$7025.70 of which were on strike team wages and were reimbursed by OES. This item increases liabilities and decreases fund balance.
204105	Interest Payable	\$ 1,981.84	This item is a FY20 expense of interest due as of 6/30/2020. This liability was added back into the fund balance because it will be paid as part of current payments due in FY21. It is included in this budget as part of Interest - Long Term Debt 598410
221005	Notes Payable Long Term	\$ 156,948.47	This is the total of principle due on vehicles as of June 30, 2020, excluding the principle due this fiscal year. This liability was added back into the fund balance because it is included in this budget in the expense section and is restricted as Contingencies - Long Term Debt 691170
Total Adjusted Fund Balance		\$ 199,178.09	This amount plus revenue must equal the total of expenses and contingencies.

FY21 Vehicle Loan Payments

Vehicle	Payment Due Date	Principle - Total equals Notes Payable - Current 201210	Interest	Total of Payments equals Interest - Long Term Debt 598410
WT 777	8/2/2020	\$ 5,893.80	\$ 2,188.69	\$ 8,082.49
WT 777	2/2/2021	\$ 6,004.31	\$ 2,078.18	\$ 8,082.49
E773	5/28/2021	\$ 16,322.17	\$ 2,155.82	\$ 18,477.99
Totals		\$ 28,220.28	\$ 6,422.69	\$ 34,642.97

Total of Vehicle Loans as of 06/30/2020

Vehicle	Notes Payable Current 201210	Notes Payable Long Term 221005	Balance
Type 3 - E776	\$ 16,322.17	\$ 52,116.66	\$ 68,438.83
Water Tender	\$ 11,898.11	\$ 104,831.81	\$ 116,729.92
Total Principle Owed	\$ 28,220.28	\$ 156,948.47	\$ 185,168.75

**BEFORE THE BOARD OF DIRECTORS OF THE
MI-WUK SUGAR PINE FIRE PROTECTION DISTRICT
COUNTY OF TUOLUMNE, STATE OF CALIFORNIA**

IN THE MATTER OF: Resolution Number: 2020.09.08.1

Approving the Department of Forestry and Fire Protection Agreement #7FG20074 for services from the date of last signatory on page 1 of the Agreement to June 30, 2021 under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

BE IT RESOLVED by the Board of Directors of the Mi-Wuk Sugar Pine Fire Protection District, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2020-21 up to and no more than the amount of \$15,585.00.

BE IT FURTHER RESOLVED that James Klyn, Fire Chief of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the Mi-Wuk Sugar Pine Fire Protection District.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Mi-Wuk Sugar Pine Fire Protection District, at a regular meeting thereof, held on the 8th day of September 2020 by the following vote:

AYES:

Signature, Board of Directors Member

NAYS:

ABSENT:

Printed Name and Title

Signature, Board of Directors Member

Printed Name and Title

-----**CERTIFICATION OF RESOLUTION**-----

ATTEST:

I, Bonnie Dahlin, Clerk of the Mi-Wuk Sugar Pine Fire Protection District, County of Tuolumne, California do hereby certify that this is a true and correct copy of the original Resolution Number 2020.09.08.1.

WITNESS MY HAND OR THE SEAL OF THE Mi-Wuk Sugar Pine Fire Protection District, on this 8th day of September 2020.

Signature

Clerk of the Board, Mi-Wuk Sugar Pine Fire Protection District
Title and Name of Local Agency