



LINDEN – PETERS FIRE DISTRICT

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Kirk Noffsinger, Fire Chief

Board Members
President: John E. Plotz
Vice-President: Thomas G. Watkins
Secretary: David Frison
Member: Paul Castellou Jr.
Member: Kenneth Watkins III

AGENDA

BOARD OF DIRECTORS MEETING

7:00 P.M. Thursday, September 3, 2020

The Agenda for this regular meeting was posted in the lobby window of the Fire Station at least 72 hours prior to the meeting. Kirk Noffsinger – Fire Chief

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| <p>(I.) CALL TO ORDER</p> <p>(II.) ROLL CALL OF BOARD MEMBERS</p> <ul style="list-style-type: none">• John E. Plotz, Board President• Thomas G. Watkins Board Vice President• David Frison, Board Secretary• Paul Castellou Jr., Board Member• Kenneth Watkins III, Board Member <p>(III.) PUBLIC COMMENT - (Public comment/input is welcome. All comments/input are limited to three minutes per individual)</p> <p>(IV.) MINUTES</p> <p>A. Discussion & Possible Action re: Regular Board Meeting Minutes – Aug 2020</p> <p>(V.) FINANCIAL SUMMARY AND REPORT</p> <p>A. Monthly Financial Current Events Summary for Aug 2020 – Fire Chief Kirk Noffsinger (Treasurer)</p> <p>(VI.) CONSENT AGENDA</p> <p>A. Discussion & Possible Action re: Approval of the Aug 2020 Monthly Financial Report and expenditures.</p> <p>(VII.) CURRENT EVENT SUMMARIES, REPORTS, AND/OR CORRESPONDENCE - (Current Event Summaries are regarding activities of the Fire District and the status and progress relating thereto)</p> <p>A. Departmental Report – (Fire Chief Kirk Noffsinger)</p> <p>B. Union Report – (Union Representative)</p> <p>(VIII.) NEW BUSINESS - (Public comment/input is welcome before each agenda item of New and Unfinished Business. Individual comments are limited to three minutes per individual and must pertain to the specific agenda item.)</p> <p>A. Discussion & Possible Action re: Approve Final FY 2020-FY 2021 Budget</p> <p>B. Discussion & Possible Action re: Mission Policy</p> | <p>C. Discussion & Possible Action re: Firefighter Code of Ethics Policy</p> <p>D. Discussion & Possible Action re: Philosophy and Goals Policy</p> <p>E. Discussion & Possible Action re: 100 Fire Service Authority Policy</p> <p>F. Discussion & Possible Action re: 101 Chief Executive Officer (Fire Chief) Policy</p> <p>G. Discussion & Possible Action re: 103 Policy Manual</p> <p>(IX.) UNFINISHED BUSINESS – NONE</p> <p>A. Discussion & Possible Action re: Purchase Vehicle to Replace Car 51 in an Amount Not to Exceed \$66,000.00</p> <p>(X.) BOARD QUESTIONS AND COMMENTS</p> <p>(XI.) CLOSED SESSION – NONE</p> <p>(XII.) ADJOURNMENT</p> <p style="text-align: center;"><u>CURRENTLY THE NEXT SCHEDULED REGULAR BOARD MEETING</u></p> <p style="text-align: center;">October 8 @ 7:00PM</p> <p>Agenda Posted: August 31 @ or before 4:00 PM</p> <p><u>SIGNED ORIGINAL ON FILE</u>
DAVID FRISON, BOARD SECRETARY</p> |
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	<u>Aug 1, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
124 · F&M CD	101,679.19
123 · F&M Equipment Replacement F...	136,843.81
101 · F&M Checking- General	6,070.72
102 · F&M Zone 1 Fund	128,906.09
104 · F&M- Capital Outlay	1378160.04
106 · F&M- Benefits Reserve Fund	30,026.44
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Total Checking/Savings	1781686.29
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Total Current Assets	1781686.29
	<hr/>
TOTAL ASSETS	<u>1781686.29</u>
	<hr/>
LIABILITIES & EQUITY	0.00

09/02/20

Linden-Peters Rural County Fire Protection District
Income by Customer Summary
July through August 2020

	<u>Jul - Aug ...</u>
Adelita Migrant Child Development Ce...	290.00
Fire Recovery USA, LLC Trust Account	389.60
Fire Report Fees	15.00
Linden County W.D.	306.66
Norman's Nursery	467.00
San Joaquin County	8.85
TOTAL	<u><u>1,477.11</u></u>

Linden-Peters Rural County Fire Protection District

Expenses by Vendor Summary

August 2020

	<u>Aug 20</u>
Albert Paper Company	193.63
Appliance Distributors	440.70
BG Agri	149.44
Blue Cross of California	84.75
Butte Therapy Systems	11.00
California Waste Recovery Systems	291.00
Card Services	2,703.47
Cintas	96.16
CISCO Fire Sprinklers, Inc.	180.00
Comcast	410.35
Delta Truck Center	320.13
Denise Moore	245.78
Diesel Performance, Inc.	1,481.49
E.F. Kludt & Sons	1,662.85
Emergency Reporting	2,311.80
Employment Development Dept.	71.00
Engineered Fire Systems, Inc.	150.00
Frontier Communications	100.69
Interstate Truck Center	71.91
JCWagner and Associates	2,804.00
Jim Avansino	994.14
Joint Radio Users Group	1,138.18
Jordan Davis-1	338.94
Ken Snyder Jr.	245.78
Kirk Noffsinger	75.00
Lee Owing Jr.	994.14
Linden County Water District	392.69
Motorola Inc.	7,057.34
MyFleetCenter.com	81.23
Occu-Med, Ltd.	271.75
Pacific Gas & Electric	1,556.78
Parker D. Whitaker	75.95
PERS Health Benefits Division	20,294.72
Plus IT, Inc.	2,199.99
Public Employees' Retirement System	30,547.42
R & C Pest Control	80.00
Rinaldi's Market	8.38
San Joaquin EMS Agency	147.00
Small Business Benefit Plan Trust	215.20
Vic Solari	994.14
Zylstra Auto & Hardware	90.40
TOTAL	<u>81,579.32</u>

Linden-Peters Rural County Fire Protection District
FY 19-20 vs FY 18-19 Profit & Loss Prev Year Comparison
July 2020 through June 2021

	Jul '20 - Ju...	Jul '19 - Ju...	\$ Change	% Change
Ordinary Income/Expense				
Income				
450-6 · Interest - CD	0.00	1,514.81	-1,514.81	-100.0%
450-5 · Interest -Equipment Replace F...	7.41	55.29	-47.88	-86.6%
410 · Property Tax Current Secured	0.00	2,230,642.18	-2,230,642.18	-100.0%
410-1 · Property Tax See- Z1	0.00	13,375.39	-13,375.39	-100.0%
415 · Property Tax Curr Unsecured	0.00	185,230.85	-185,230.85	-100.0%
415-1 · Property Tax Unsecured - Z1	3.19	713.17	-709.98	-99.6%
420 · SB813 Supplemental	0.00	74,996.97	-74,996.97	-100.0%
420-1 · SB813 - Z1	5.66	446.76	-441.10	-98.7%
425 · Prior Years	0.00	102.96	-102.96	-100.0%
425-1 · Prior Tax - ZZ1	0.00	1.45	-1.45	-100.0%
450 · Interest - Checking	0.26	3.31	-3.05	-92.2%
450-1 · Interest - Z1	6.97	75.59	-68.62	-90.8%
450-2 · Interest - Benefits Reserve	1.62	18.04	-16.42	-91.0%
450-4 · Interest - General Fund	138.57	1,863.58	-1,725.01	-92.6%
460 · State - Hmownrs Prop Tax Relief	0.00	16,335.86	-16,335.86	-100.0%
460-1 · State - Hmownrs Prop Tax	0.00	110.45	-110.45	-100.0%
465 · Fire Prevention Service	757.00	26,197.87	-25,440.87	-97.1%
475 · Strike Team Reimbursement	0.00	91,489.06	-91,489.06	-100.0%
480 · LCWD Fuel Reimbursement	306.66	6,147.96	-5,841.30	-95.0%
492-3 · Service Fees	389.60	4,816.55	-4,426.95	-91.9%
495 · Miscellaneous	15.00	24,719.62	-24,704.62	-99.9%
Total Income	1,631.94	2,678,857.72	-2,677,225.78	-99.9%
Expense				
500 · Personnel				
514 · Salaries - Strike Team Overtime	56,460.21	55,548.24	911.97	1.6%
510 · Salaries - Regular	212,896.13	1,074,667.28	-861,771.15	-80.2%
512 · Salaries - Overtime	15,148.25	75,582.59	-60,434.34	-80.0%
513 · Salaries - FLSA	4,921.50	24,837.84	-19,916.34	-80.2%
515 · Salaries - Extra Help	7,680.00	20,925.00	-13,245.00	-63.3%
517 · Salaries - Holiday	0.00	66,753.14	-66,753.14	-100.0%
518 · Salaries - Volunteers	2,300.00	5,936.17	-3,636.17	-61.3%
519 · Educational Incentive	1,673.20	8,700.64	-7,027.44	-80.8%
521 · Retirement	234,649.71	366,876.16	-132,226.45	-36.0%
525 · Social Security	721.99	1,725.31	-1,003.32	-58.2%
527 · Social Security - Medicare	3,937.64	17,250.85	-13,313.21	-77.2%
530 · Insurance- Medical	50,989.13	192,881.04	-141,891.91	-73.6%
531 · Insurance- Medical (retirees)	12,979.94	57,321.40	-44,341.46	-77.4%
532 · Insurance- Dental	1,731.38	11,410.20	-9,678.82	-84.8%
533 · Insurance - Vision	315.80	1,992.80	-1,677.00	-84.2%
534 · Insurance -Life	167.10	903.30	-736.20	-81.5%
535 · Insurance- Worker's comp	28,876.00	99,647.00	-70,771.00	-71.0%
536 · Director's Fees	1,200.00	4,100.00	-2,900.00	-70.7%

Linden-Peters Rural County Fire Protection District
FY 19-20 vs FY 18-19 Profit & Loss Prev Year Comparison
July 2020 through June 2021

	Jul '20 - Ju...	Jul '19 - Ju...	\$ Change	% Change
Total 500 · Personnel	636,647.98	2,087,058.96	-1,450,410.98	-69.5%
540 · Vehicle & Equipment				
542 · Fuel, Lube, & Oil	3,822.25	18,434.39	-14,612.14	-79.3%
543 · Tires	0.00	109.99	-109.99	-100.0%
544 · Parts/Supplies	1,084.46	7,567.54	-6,483.08	-85.7%
545 · Maintenance & Repair	3,247.25	36,614.80	-33,367.55	-91.1%
547 · Radios	7,134.12	3,420.24	3,713.88	108.6%
549 · SCBA	0.00	1,250.50	-1,250.50	-100.0%
550-4 · Small Tools & Equipment	252.83	714.51	-461.68	-64.6%
551 · Medical equip, supplies, oxygen	65.69	2,601.77	-2,536.08	-97.5%
552 · Ladder Purchase/ Maintenance	0.00	463.50	-463.50	-100.0%
Total 540 · Vehicle & Equipment	15,606.60	71,177.24	-55,570.64	-78.1%
560 · Buildings & Grounds				
580 · Maintenance & Repair	260.00	11,333.67	-11,073.67	-97.7%
564 · Furniture	440.70	1,732.05	-1,291.35	-74.6%
Total 560 · Buildings & Grounds	700.70	13,065.72	-12,365.02	-94.6%
600 · Supplies				
602 · Computer Hardware & Software	7,559.60	10,129.20	-2,569.60	-25.4%
606 · Office supplies	322.72	3,102.23	-2,779.51	-89.6%
607 · Postage	1.80	511.61	-509.81	-99.7%
608 · Station Supplies	970.23	3,374.36	-2,404.13	-71.3%
612 · Towel Service & Chemicals	384.64	2,549.96	-2,165.32	-84.9%
613 · Clothing-uniforms	0.00	697.54	-697.54	-100.0%
616 · Clothing- Safety	297.04	3,916.72	-3,619.68	-92.4%
617 · Clothing- Boots	0.00	374.04	-374.04	-100.0%
625 · Utilities- Electric/ Gas	3,083.05	15,135.14	-12,052.09	-79.6%
626 · Utilities- Water	664.99	3,503.03	-2,838.04	-81.0%
627 · Utilities- Cable TV	406.12	2,304.29	-1,898.17	-82.4%
630 · Utilities - Telephone/Cell/CAD	1,040.09	5,264.65	-4,224.56	-80.2%
631 · Utilities - Garbage	657.95	3,457.02	-2,799.07	-81.0%
635 · Fire Fighting Foam	0.00	2,907.10	-2,907.10	-100.0%
Total 600 · Supplies	15,388.23	57,226.89	-41,838.66	-73.1%
650 · Services				
691 · Bank Fees	77.65	912.40	-834.75	-91.5%
652 · Insurance/ Casul/ Eq/Bond	0.00	18,301.00	-18,301.00	-100.0%
655 · Annual Audit	1,350.00	13,460.00	-12,110.00	-90.0%
656 · S.J. Co. Tax Admin Chg	0.00	38,948.00	-38,948.00	-100.0%
657 · Dispatching	2,545.38	10,849.40	-8,304.02	-76.5%
658 · Computer Support	3,919.19	11,284.48	-7,365.29	-65.3%
665 · Physical Exams	2,421.75	2,749.25	-327.50	-11.9%
667 · Fire Prevention Bureau	150.00	1,660.02	-1,510.02	-91.0%
670 · Assoc. Memberships	350.00	3,775.12	-3,425.12	-90.7%

Linden-Peters Rural County Fire Protection District
FY 19-20 vs FY 18-19 Profit & Loss Prev Year Comparison
July 2020 through June 2021

	<u>Jul '20 - Ju...</u>	<u>Jul '19 - Ju...</u>	<u>\$ Change</u>	<u>% Change</u>
675 · Training	147.00	6,661.22	-6,514.22	-97.8%
678 · Attorney Fee's	307.50	1,970.00	-1,662.50	-84.4%
690 · Services Contingencies	5,430.40	9,773.26	-4,342.86	-44.4%
Total 650 · Services	16,698.87	120,344.15	-103,645.28	-86.1%
695 · Zone 1				
696 · Hydrant Rental	190.00	1,140.00	-950.00	-83.3%
697 · Fire Hose and Appliances	0.00	2,294.54	-2,294.54	-100.0%
698 · S.J. Co. Tax Admin Chg	0.00	222.00	-222.00	-100.0%
Total 695 · Zone 1	190.00	3,656.54	-3,466.54	-94.8%
Total Expense	685,232.38	2,352,529.50	-1,667,297.12	-70.9%
Net Ordinary Income	-683,600.44	326,328.22	-1,009,928.66	-309.5%
Net Income	-683,600.44	326,328.22	-1,009,928.66	-309.5%

Linden-Peters Rural County Fire Protection District
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
450-6 · Interest - CD	0.00	1,500.00	-1,500.00
450-5 · Interest -Equipment Replace Fu...	7.41	30.00	-22.59
410 · Property Tax Current Secured	0.00	2,200,000.00	-2,200,000.00
410-1 · Property Tax See- Z1	0.00	13,260.00	-13,260.00
415 · Property Tax Curr Unsecured	0.00	180,000.00	-180,000.00
415-1 · Property Tax Unsecured - Z1	3.19	816.00	-812.81
420 · SB813 Supplemental	0.00	40,000.00	-40,000.00
420-1 · SB813 - Z1	5.66	153.00	-147.34
425 · Prior Years	0.00	500.00	-500.00
425-1 · Prior Tax - ZZ1	0.00	31.00	-31.00
450 · Interest - Checking	0.26	5.00	-4.74
450-1 · Interest - Z1	6.97	76.00	-69.03
450-2 · Interest - Benefits Reserve	1.62	70.00	-68.38
450-3 · Interest - CO	0.00	150.00	-150.00
450-4 · Interest - General Fund	138.57	2,000.00	-1,861.43
460 · State - Hmownrs Prop Tax Relief	0.00	10,000.00	-10,000.00
460-1 · State - Hmownrs Prop Tax	0.00	133.00	-133.00
465 · Fire Prevention Service	757.00	15,000.00	-14,243.00
480 · LCWD Fuel Reimbursement	306.66	5,500.00	-5,193.34
492-3 · Service Fees	389.60	6,000.00	-5,610.40
495 · Miscellaneous	15.00	5,000.00	-4,985.00
Total Income	1,631.94	2,480,224.00	-2,478,592.06
Expense			
500 · Personnel			
514 · Salaries - Strike Team Overtime	56,460.21	0.00	56,460.21
510 · Salaries - Regular	212,896.13	1,150,000.00	-937,103.87
512 · Salaries - Overtime	15,148.25	110,000.00	-94,851.75
513 · Salaries - FLSA	4,921.50	26,000.00	-21,078.50
515 · Salaries - Extra Help	7,680.00	22,000.00	-14,320.00
517 · Salaries - Holiday	0.00	68,000.00	-68,000.00
518 · Salaries - Volunteers	2,300.00	18,000.00	-15,700.00
519 · Educational Incentive	1,673.20	10,000.00	-8,326.80
521 · Retirement	234,649.71	430,000.00	-195,350.29
525 · Social Security	721.99	2,000.00	-1,278.01
527 · Social Security - Medicare	3,937.64	18,000.00	-14,062.36
530 · Insurance- Medical	50,989.13	200,000.00	-149,010.87
531 · Insurance- Medical (retirees)	12,979.94	58,000.00	-45,020.06
532 · Insurance- Dental	1,731.38	12,000.00	-10,268.62
533 · Insurance - Vision	315.80	2,100.00	-1,784.20
534 · Insurance -Life	167.10	850.00	-682.90
535 · Insurance- Worker's comp	28,876.00	105,000.00	-76,124.00
536 · Director's Fees	1,200.00	6,000.00	-4,800.00

Linden-Peters Rural County Fire Protection District
Profit & Loss Budget vs. Actual
 July 2020 through June 2021

	<u>Jul '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 500 · Personnel	636,647.98	2,237,950.00	-1,601,302.02
540 · Vehicle & Equipment			
542 · Fuel, Lube, & Oil	3,822.25	22,000.00	-18,177.75
543 · Tires	0.00	2,500.00	-2,500.00
544 · Parts/Supplies	1,084.46	10,000.00	-8,915.54
545 · Maintenance & Repair	3,247.25	20,000.00	-16,752.75
547 · Radios	7,134.12	10,500.00	-3,365.88
549 · SCBA	0.00	1,000.00	-1,000.00
550-4 · Small Tools & Equipment	252.83	1,500.00	-1,247.17
551 · Medical equip, supplies, oxygen	65.69	3,000.00	-2,934.31
552 · Ladder Purchase/ Maintenance	0.00	600.00	-600.00
Total 540 · Vehicle & Equipment	15,606.60	71,100.00	-55,493.40
560 · Buildings & Grounds			
580 · Maintenance & Repair	260.00	5,000.00	-4,740.00
564 · Furniture	440.70	2,000.00	-1,559.30
Total 560 · Buildings & Grounds	700.70	7,000.00	-6,299.30
600 · Supplies			
602 · Computer Hardware & Software	7,559.60	10,000.00	-2,440.40
606 · Office supplies	322.72	4,000.00	-3,677.28
607 · Postage	1.80	500.00	-498.20
608 · Station Supplies	970.23	3,800.00	-2,829.77
612 · Towel Service & Chemicals	384.64	2,600.00	-2,215.36
613 · Clothing-uniforms	0.00	2,000.00	-2,000.00
616 · Clothing- Safety	297.04	7,000.00	-6,702.96
625 · Utilities- Electric/ Gas	3,083.05	16,000.00	-12,916.95
626 · Utilities- Water	664.99	3,500.00	-2,835.01
627 · Utilities- Cable TV	406.12	2,600.00	-2,193.88
630 · Utilities - Telephone/Cell/CAD	1,040.09	5,400.00	-4,359.91
631 · Utilities - Garbage	657.95	3,400.00	-2,742.05
635 · Fire Fighting Foam	0.00	3,000.00	-3,000.00
Total 600 · Supplies	15,388.23	63,800.00	-48,411.77
650 · Services			
691 · Bank Fees	77.65	800.00	-722.35
652 · Insurance/ Casul/ Eq/Bond	0.00	25,000.00	-25,000.00
655 · Annual Audit	1,350.00	17,000.00	-15,650.00
656 · S.J. Co. Tax Admin Chg	0.00	40,000.00	-40,000.00
657 · Dispatching	2,545.38	12,500.00	-9,954.62
658 · Computer Support	3,919.19	9,000.00	-5,080.81
665 · Physical Exams	2,421.75	3,300.00	-878.25
667 · Fire Prevention Bureau	150.00	3,000.00	-2,850.00
670 · Assoc. Memberships	350.00	3,200.00	-2,850.00
675 · Training	147.00	13,000.00	-12,853.00

Linden-Peters Rural County Fire Protection District
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
677 · Consultant Services	0.00	2,000.00	-2,000.00
678 · Attorney Fee's	307.50	5,000.00	-4,692.50
690 · Services Contingencies	5,430.40	5,000.00	430.40
Total 650 · Services	16,698.87	138,800.00	-122,101.13
695 · Zone 1			
696 · Hydrant Rental	190.00	1,200.00	-1,010.00
697 · Fire Hose and Appliances	0.00	5,000.00	-5,000.00
698 · S.J. Co. Tax Admin Chg	0.00	300.00	-300.00
699 · Fire Hydrant Purchase	0.00	7,000.00	-7,000.00
Total 695 · Zone 1	190.00	13,500.00	-13,310.00
Total Expense	685,232.38	2,532,150.00	-1,846,917.62
Net Ordinary Income	-683,600.44	-51,926.00	-631,674.44
Net Income	-683,600.44	-51,926.00	-631,674.44