



LINDEN – PETERS FIRE DISTRICT

17725 E. Hwy 26, Linden, CA 95236
Phone: 209.887.3710 Fax: 209.887.2821
info@lindenfire.org
Brandon Ruegsegger, Fire Chief

Board Members

President: Paul Castillou, Jr.
Vice-President: Kenneth Watkins III
Secretary: David Frison
Member: Ryan Hansen
Member: Robert Dondero

AGENDA

**The Linden-Peters Fire District Board of Directors will hold a Regular Meeting at
7:00 P.M. Thursday, March 6, 2025
in the Fire Station Classroom located at 17725 E HWY 26, Linden, California**

The Agenda for this regular meeting was posted in the lobby window of the Fire Station at least 72 hours prior to the meeting. Brandon Ruegsegger – Interim 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">• Paul Castillou Jr., Board President• Kenneth Watkins III, Board Vice President• David Frison, Board Secretary• Ryan Hansen, Board Member• Robert Dondero, Board Member <p>(III.) APPROVAL OF THE AGENDA</p> <p>(IV.) APPROVAL OF MINUTES</p> <p>A. Discussion & Possible Action re: Approve Board Meeting Minutes – Regular Board Meeting February 6, 2025</p> <p>(V.) PUBLIC COMMENT –
(Public comment/input is welcome. All comments/input are limited to three minutes per individual)</p> <p>(VI.) BOARD COMMITTEE REPORTS</p> <p>A. Training Facility Committee Report – President Paul Castillou Jr.</p> <p>(VII.) FINANCIAL SUMMARY AND REPORT</p> <p>A. Discussion & Possible Action: Monthly Financial Current Events Summary for February 2025 –Fire Chief Brandon Ruegsegger and Approval of the Financial Report and Expenditures</p> <p>(VIII.) 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 Brandon Ruegsegger)</p> <p>B. Union Report – (Union Representative)</p> <p>(IX.) UNFINISHED BUSINESS - NONE
(Public comment/input is welcome before each agenda item of Unfinished and New Business. Individual</p> | <p>comments are limited to three minutes per individual and must pertain to the specific agenda item.)</p> <p>(X.) NEW BUSINESS –</p> <p>A. Discussion & Possible Action Re: F&M Bank Presentation Re Bank Account Options</p> <p>B. Discussion & Possible Action re: Approval of Resolution No. <u>24-10</u> Pay Schedule for FY 24-FY 25 Effective 01.01.2025</p> <p>C. Discussion & Possible Action re: Approval of Resolution No. <u>24-11</u> Authorizing the Fire Chief to Execute Necessary Actions to Obtain Federal Financial Assistance Provided by the Federal Department of Homeland Security and Subgranted through the State of California for the FY 2022-FY 2023 State & Local Cybersecurity Grant Program (SLCGP)</p> <p>D. Discussion & Possible Action re: Approval of Lease Agreement between LPFD and LN Curtis & Sons for Two (2) Portable Gas Detectors for a total of \$8,003.68 for a total of four (4) years to be billed \$2,000.92 per year</p> <p>(XI.) BOARD QUESTIONS AND COMMENTS</p> <p>(XII.) CLOSED SESSION – None</p> <p>(XIII.) ADJOURNMENT</p> <p style="text-align: center;"><u>THE NEXT SCHEDULED REGULAR BOARD MEETING</u></p> <p style="text-align: center;">April 3 @ 7:00PM</p> <p style="text-align: center;">Agenda Posted: Mar 3rd @ or before 4:00 PM</p> <p style="text-align: center;">SIGNED ORIGINAL ON FILE</p> <hr/> <p style="text-align: center;">DAVID FRISON, BOARD SECRETARY</p> |
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Member: Ryan Hansen
Member: Robert Dondero

Minutes of Board Meeting Thursday, February 6, 2025

The Regular meeting of the Linden–Peters Rural County Fire Protection District Board of Directors held in the Fire Station Classroom located at 17725 E Hwy 26, Linden, CA was called to order by President Paul Castellou, Jr at 7:00 pm.

Members Present: President Paul Castellou, Jr., Vice President Kenny Watkins III, Board Secretary David Frison, Member Ryan Hansen, and Member Robert Dondero

Members Absent: None

L.P.F.D. staff present: Fire Chief Brandon Ruegsegger, Lieutenant Rod Ruegsegger, Lieutenant K. Dahlenburg, Firefighter/Engineer Martin Garcia, and Administrative Assistant Lorena Coose.

(I.) Call to Order – 7:00 PM

(II.) Roll Taken

Meeting minutes were taken by Administrative Assistant Lorena Coose.

(III.) Approval of the Agenda – A motion to approve the Agenda was made by R. Hansen and seconded by R. Dondero.

The motion passed by the following vote:

AYES: (5) P. Castellou Jr., K. Watkins III, D. Frison, R. Hansen, R. Dondero
NOES: ()
ABSENT: ()
ABSTAIN: ()

(IV.) Minutes

A. Discussion & Possible Action re: Approve January 2, 2025 Regular Board Meeting Minutes
A motion to approve the January 2, 2025 Regular Board meeting minutes was made by R. Dondero and seconded by K. Watkins III.

The motion passed by the following vote:

AYES: (5) P. Castellou Jr., K. Watkins III, D. Frison, R. Hansen, R. Dondero
NOES: ()
ABSENT: ()
ABSTAIN: ()

(V.) Public Comment – None

(VI.) Board Committee Reports

A. Training Facility Committee Report – Chief Ruegsegger provided an update noting that the project revisions were approved by San Joaquin County and the project would proceed depending on weather. Vice President K. Watkins III asked how the project changes would

impact the cost of the project. Chief Ruegsegger noted that he would provide additional information on the cost of the project.

(VII.) Financial Summary and Report

- A. Discussion & Possible Action re: Monthly Financial, Current events summary for January 2025 - Presented by Fire Chief Brandon Ruegsegger and Approval of the Financial Report and expenditures.

Mark Croce from Croce, Sanguinetti, & Vander Veen discussed the District's CalPERS unfunded liability. The Board directed Chief Ruegsegger to hold off on paying the CalPERS unfunded liability at this time and re-visit in August 2025 when the CalPERS Actuarial Reports are available.

Vice President K. Watkins III asked about the increase in cost for the JRUG bill, in response Administrative Assistant Lorena Coose noted that two bills were paid in January 2025.

The Board directed Chief Ruegsegger to renew the CD for six months.

A motion to approve the financial reports was made by K. Watkins III and seconded by D. Frison.

The motion passed by the following vote:

AYES: (5) P. Castillou Jr., K. Watkins III, D. Frison, R. Hansen, R. Dondero
NOES: ()
ABSENT: ()
ABSTAIN: ()

(VIII.) Current Events Summaries, Reports, and/or Correspondence:

- A. Departmental Report-Fire Chief Brandon Ruegsegger

Fire Chief Brandon Ruegsegger provided an update on the events and meetings held for the month of January 2025 along with providing an overview of the calls, Prevention, Training, Volunteer, and FIU report. Chief Ruegsegger provided an update noting that the FEMA Regional Radio Grant will pay for the financial audit that is required for the grant. There are additional funds of about \$420,000.00 left in the grant that the District is looking to spend.

- B. Union Report – None

(IX.) Unfinished Business:

- A. Discussion & Possible Action re: Fire Chief Contract. A motion to approve the Fire Chief Contract was made by D. Frison seconded by K. Watkins III.

The motion passed by the following vote:

AYES: (5) P. Castillou Jr., K. Watkins III, D. Frison, R. Hansen, R. Dondero
NOES: ()
ABSENT: ()
ABSTAIN: ()

(X.) New Business:

- A. Discussion & Possible Action re: Approval of Agreement between MacLeod Watts, Inc. and the LPFD to Conduct the June 30, 2025 OPEB Valuation; FYE 2025 GASB 75 Report; FYE 2026 GASB 75 Report for an Amount Not to Exceed \$6,325.00

A motion to approve the Agreement between MacLeod Watts, Inc. and the LPFD to Conduct the June 30, 2025 OPEB Valuation; FYE 2025 GASB 75 Report; FYE 2026 GASB 75 Report for an Amount Not to Exceed \$6,325.00 was made by K. Watkins III seconded by D. Frison.

The motion passed by the following vote:

AYES: (5) P. Castellou Jr., K. Watkins III, D. Frison, R. Hansen, R. Dondero
NOES: ()
ABSENT: ()
ABSTAIN: ()

(XI.) Board Questions and Comments – None

(XII.) Closed Session –

At 7:44 p.m., President Paul Castellou Jr. announced that the Board would enter into closed session to discuss the following items:

- A. Conference with Labor Negotiations (\$54957.6)
Unrepresented Employee: Fire Chief
- B. Report of actions taken in closed session

At 8:04 p.m., President Paul Castellou, Jr. announced that the Board returned from closed session noting that no reportable action had been taken.

(XIII.) Adjournment: Motion made by D. Frison to adjourn the meeting seconded by R. Hansen. Being there was no further discussion, the motion passed by the following vote:

The motion passed by the following vote:

AYES: (5) P. Castellou Jr., K. Watkins III, D. Frison, R. Hansen, R. Dondero
NOES: ()
ABSENT: ()
ABSTAIN: ()

Motion carried and so ordered at 8:07 pm.

Paul Castellou, Jr., President

Kenneth “Kenny” Watkins III, Vice President

David Frison, Secretary

Ryan Hansen, Member

Robert Dondero, Member

Balance Sheet

As of February 28, 2025

	<u>Feb 28, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
101 · F&M Checking- General	55,752.63
102 · F&M Zone 1 Fund	139,529.82
104 · F&M- Capital Outlay	1606345.15
106 · F&M- Benefits Reserve Fund	30,097.68
123 · F&M Equipment Replacement F...	471,422.29
124 · F&M CD	106,457.80
	<hr/>
Total Checking/Savings	2409605.37
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Total Current Assets	2409605.37
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TOTAL ASSETS	2409605.37
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LIABILITIES & EQUITY	0.00

03/03/25

Linden-Peters Rural County Fire Protection District
Income by Customer Summary
February 2025

	<u>Feb 25</u>
Dohrmann Ins.	259.00
Wright, L'Estrange & Ergastolo_2	<u>2,500.00</u>
TOTAL	<u><u>2,759.00</u></u>

03/03/25

Linden-Peters Rural County Fire Protection District

Expenses by Vendor Summary

February 2025

	<u>Feb 25</u>
Akerland Technology Solutions	1,320.00
BG Agri	251.45
Blue Cross of California	109.05
California Waste Recovery Systems	343.91
Cintas	581.71
Comcast	243.82
Diesel Performance, Inc.	4,452.08
Dylan J. Dennis	470.00
E.F. Kludt & Sons	1,776.23
FRMS	32,666.50
Frontier Communications	43.19
Jim Avansino	1,318.10
Ken Snyder Jr.	426.70
Kirk Noffsinger	1,809.20
Lee Owning Jr.	426.70
Les Schwab Tire Center	2,802.71
Linden County Water District	442.95
Pacific Gas & Electric	2,302.07
PERS Health Benefits Division	31,109.57
Premier Access Dental	2,428.26
Public Employees' Retirement System	65,395.38
R & C Pest Control	85.00
San Joaquin EMS Agency	502.00
Scott's PPE Recon Inc.	118.50
Small Business Benefit Plan Trust	231.50
Valley Custom Upholstery	566.81
Vic Solari	426.70
TOTAL	<u>152,650.09</u>

Linden-Peters Rural County Fire Protection District
Profit & Loss Budget vs. Actual
July 2024 through June 2025

	<u>Jul '24 - Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
410-1 · Property Tax See- Z1	8,945.97	16,700.00	-7,754.03
410 · Property Tax Current Secured	1,756,899.97	2,930,000.00	-1,173,100.03
415-1 · Property Tax Unsecured - Z1	974.93	930.00	44.93
415 · Property Tax Curr Unsecured	192,361.10	166,000.00	26,361.10
420-1 · SB813 - Z1	371.83	750.00	-378.17
420 · SB813 Supplemental	66,962.82	131,000.00	-64,037.18
425-1 · Prior Tax - ZZ1	23.63	12.00	11.63
425 · Prior Years	4,128.06	2,100.00	2,028.06
429 · Prop 172 ERAF Shift	83,553.00		
440-1 · Interest Income-48901 SJC Acct	13,396.00	14,000.00	-604.00
440-2 · Interest Income-48931 SJC Acct	63.99	80.00	-16.01
450-1 · Interest - Z1	42.53	65.00	-22.47
450-2 · Interest - Benefits Reserve	8.93	15.00	-6.07
450-4 · Interest - General Fund	1,477.08	13,600.00	-12,122.92
450-5 · Interest -Equipment Replace F...	2,786.76	4,710.00	-1,923.24
450-6 · Interest - CD	4,095.65	261.00	3,834.65
450 · Interest - Checking	2.80	7.00	-4.20
460-1 · State - Hmownrs Prop Tax	46.13	82.00	-35.87
460 · State - Hmownrs Prop Tax Relief	9,101.56	14,800.00	-5,698.44
465 · Fire Prevention Service	495.00	13,000.00	-12,505.00
475 · Strike Team Reimbursement	412,820.31		
480 · LCWD Fuel Reimbursement	2,884.37	6,700.00	-3,815.63
490 · Equipment Sale	6,975.00		
492-3 · Service Fees	374.02	2,500.00	-2,125.98
495 · Miscellaneous	4,365.12	100.00	4,265.12
Total Income	2,573,156.56	3,317,412.00	-744,255.44
Expense			

Linden-Peters Rural County Fire Protection District
Profit & Loss Budget vs. Actual
July 2024 through June 2025

	<u>Jul '24 - Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>
500 · Personnel			
510 · Salaries - Regular	877,653.55	1,311,000.00	-433,346.45
512 · Salaries - Overtime	101,159.07	175,000.00	-73,840.93
513 · Salaries - FLSA	20,035.80	30,500.00	-10,464.20
514 · Salaries - Strike Team Overtime	282,541.11		
515 · Salaries - Extra Help	0.00	22,000.00	-22,000.00
517 · Salaries - Holiday	75,070.95	132,000.00	-56,929.05
518 · Salaries - Volunteers	19,462.00	22,500.00	-3,038.00
519 · Educational Incentive	5,838.92	15,600.00	-9,761.08
520 · Salaries - Longevity Pay	230.78		
521 · Retirement	239,738.00	352,000.00	-112,262.00
522 · Retirement - Loan Payment	265,946.62	265,946.62	0.00
523 · Retirement - Unfunded Liability	0.00	652,000.00	-652,000.00
525 · Social Security	2,986.36	3,000.00	-13.64
527 · Social Security - Medicare	18,003.43	22,000.00	-3,996.57
530 · Insurance- Medical	225,375.96	313,820.00	-88,444.04
531 · Insurance- Medical (retirees)	33,607.03	60,000.00	-26,392.97
532 · Insurance- Dental	18,137.65	31,000.00	-12,862.35
533 · Insurance - Vision	1,289.94	2,500.00	-1,210.06
534 · Insurance -Life	878.70	1,400.00	-521.30
535 · Insurance- Worker's comp	97,999.50	150,000.00	-52,000.50
536 · Director's Fees	5,825.00	7,200.00	-1,375.00
Total 500 · Personnel	2,291,780.37	3,569,466.62	-1,277,686.25
540 · Vehicle & Equipment			
542 · Fuel, Lube, & Oil	19,524.24	34,000.00	-14,475.76
543 · Tires	2,802.71	3,000.00	-197.29
544 · Parts/Supplies	1,789.76	9,000.00	-7,210.24
545 · Maintenance & Repair	32,144.40	46,000.00	-13,855.60
547 · Radios	1,966.39	5,000.00	-3,033.61

Linden-Peters Rural County Fire Protection District
Profit & Loss Budget vs. Actual
July 2024 through June 2025

	<u>Jul '24 - Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>
549 · SCBA	2,043.94	2,000.00	43.94
550-4 · Small Tools & Equipment	194.50	2,500.00	-2,305.50
551 · Medical equip, supplies, oxygen	3,147.14	5,000.00	-1,852.86
552 · Ladder Purchase/ Maintenance	1,068.30	1,000.00	68.30
Total 540 · Vehicle & Equipment	64,681.38	107,500.00	-42,818.62
560 · Buildings & Grounds			
564 · Furniture	1,083.68	7,000.00	-5,916.32
580 · Maintenance & Repair	5,324.68	10,000.00	-4,675.32
Total 560 · Buildings & Grounds	6,408.36	17,000.00	-10,591.64
600 · Supplies			
602 · Computer Hardware & Software	15,866.17	26,700.00	-10,833.83
606 · Office supplies	1,985.54	4,000.00	-2,014.46
607 · Postage	165.68	500.00	-334.32
608 · Station Supplies	7,075.27	10,000.00	-2,924.73
613 · Clothing-uniforms	1,699.13	2,500.00	-800.87
616 · Clothing- Safety	9,725.20	17,000.00	-7,274.80
625 · Utilities- Electric/ Gas	19,905.67	30,000.00	-10,094.33
626 · Utilities- Water	2,817.48	4,200.00	-1,382.52
627 · Utilities- Cable TV	1,839.27	2,700.00	-860.73
630 · Utilities - Telephone/Cell/CAD	3,199.90	6,500.00	-3,300.10
631 · Utilities - Garbage	2,752.38	4,300.00	-1,547.62
635 · Fire Fighting Foam	0.00	3,600.00	-3,600.00
Total 600 · Supplies	67,031.69	112,000.00	-44,968.31
650 · Services			
652 · Insurance/ Casul/ Eq/Bond	6,994.00	42,000.00	-35,006.00
655 · Annual Audit	1,500.00	21,000.00	-19,500.00

Linden-Peters Rural County Fire Protection District
Profit & Loss Budget vs. Actual
July 2024 through June 2025

	<u>Jul '24 - Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>
656 · S.J. Co. Tax Admin Chg	22,663.50	50,000.00	-27,336.50
657 · Dispatching	13,774.81	18,000.00	-4,225.19
658 · Computer Support	7,484.73	5,000.00	2,484.73
665 · Physical Exams	2,181.75	5,000.00	-2,818.25
667 · Fire Prevention Bureau	797.15	3,500.00	-2,702.85
670 · Assoc. Memberships	1,143.33	4,000.00	-2,856.67
675 · Training	3,983.68	14,000.00	-10,016.32
677 · Consultant Services	0.00	6,000.00	-6,000.00
678 · Attorney Fee's	2,883.50	5,000.00	-2,116.50
690 · Services Contingencies	2,200.76	5,000.00	-2,799.24
691 · Bank Fees	550.20	1,000.00	-449.80
Total 650 · Services	<u>66,157.41</u>	<u>179,500.00</u>	<u>-113,342.59</u>
695 · Zone 1			
696 · Hydrant Rental	760.00	1,200.00	-440.00
697 · Fire Hose and Appliances	1,395.43	7,000.00	-5,604.57
698 · S.J. Co. Tax Admin Chg	115.00	300.00	-185.00
699 · Fire Hydrant Purchase	0.00	7,000.00	-7,000.00
Total 695 · Zone 1	<u>2,270.43</u>	<u>15,500.00</u>	<u>-13,229.57</u>
Total Expense	<u>2,498,329.64</u>	<u>4,000,966.62</u>	<u>-1,502,636.98</u>
Net Ordinary Income	<u>74,826.92</u>	<u>-683,554.62</u>	<u>758,381.54</u>
Net Income	<u><u>74,826.92</u></u>	<u><u>-683,554.62</u></u>	<u><u>758,381.54</u></u>

Linden-Peters Rural County Fire Protection District
FY 24-25 vs FY 23-24 Profit & Loss Prev Year Comparison
July 2024 through February 2025

	<u>Jul '24 - Feb ...</u>	<u>Jul '23 - Feb ...</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
410-1 · Property Tax See- Z1	8,945.97	8,595.27	350.70	4.1%
410 · Property Tax Current Secured	1,756,899.97	1,520,235.38	236,664.59	15.6%
415-1 · Property Tax Unsecured - Z1	974.93	905.35	69.58	7.7%
415 · Property Tax Curr Unsecured	192,361.10	160,232.71	32,128.39	20.1%
420-1 · SB813 - Z1	371.83	385.97	-14.14	-3.7%
420 · SB813 Supplemental	66,962.82	67,472.86	-510.04	-0.8%
425-1 · Prior Tax - ZZ1	23.63	11.79	11.84	100.4%
425 · Prior Years	4,128.06	2,052.14	2,075.92	101.2%
429 · Prop 172 ERAF Shift	83,553.00	0.00	83,553.00	100.0%
440-1 · Interest Income-48901 SJC Acct	13,396.00	11,344.00	2,052.00	18.1%
440-2 · Interest Income-48931 SJC Acct	63.99	63.00	0.99	1.6%
450-1 · Interest - Z1	42.53	51.59	-9.06	-17.6%
450-2 · Interest - Benefits Reserve	8.93	11.28	-2.35	-20.8%
450-4 · Interest - General Fund	1,477.08	9,233.49	-7,756.41	-84.0%
450-5 · Interest -Equipment Replace F...	2,786.76	3,412.49	-625.73	-18.3%
450-6 · Interest - CD	4,095.65	255.27	3,840.38	1,504.4%
450 · Interest - Checking	2.80	6.39	-3.59	-56.2%
460-1 · State - Hmownrs Prop Tax	46.13	47.96	-1.83	-3.8%
460 · State - Hmownrs Prop Tax Relief	9,101.56	8,485.06	616.50	7.3%
462 · Grant Income	0.00	87,565.11	-87,565.11	-100.0%
465 · Fire Prevention Service	495.00	5,489.35	-4,994.35	-91.0%
475 · Strike Team Reimbursement	412,820.31	133,164.54	279,655.77	210.0%
480 · LCWD Fuel Reimbursement	2,884.37	4,750.41	-1,866.04	-39.3%
482 · Federal Grant	0.00	92,456.67	-92,456.67	-100.0%
490 · Equipment Sale	6,975.00	0.00	6,975.00	100.0%
492-3 · Service Fees	374.02	1,662.62	-1,288.60	-77.5%
495 · Miscellaneous	4,365.12	25.00	4,340.12	17,360.5%

Linden-Peters Rural County Fire Protection District
FY 24-25 vs FY 23-24 Profit & Loss Prev Year Comparison
July 2024 through February 2025

	<u>Jul '24 - Feb ...</u>	<u>Jul '23 - Feb ...</u>	<u>\$ Change</u>	<u>% Change</u>
Total Income	2,573,156.56	2,117,915.70	455,240.86	21.5%
Expense				
500 · Personnel				
510 · Salaries - Regular	877,653.55	857,901.83	19,751.72	2.3%
512 · Salaries - Overtime	101,159.07	118,074.04	-16,914.97	-14.3%
513 · Salaries - FLSA	20,035.80	19,677.87	357.93	1.8%
514 · Salaries - Strike Team Overtime	282,541.11	79,996.31	202,544.80	253.2%
517 · Salaries - Holiday	75,070.95	73,701.11	1,369.84	1.9%
518 · Salaries - Volunteers	19,462.00	3,195.00	16,267.00	509.1%
519 · Educational Incentive	5,838.92	6,023.52	-184.60	-3.1%
520 · Salaries - Longevity Pay	230.78	0.00	230.78	100.0%
521 · Retirement	239,738.00	803,162.15	-563,424.15	-70.2%
522 · Retirement - Loan Payment	265,946.62	0.00	265,946.62	100.0%
525 · Social Security	2,986.36	1,639.34	1,347.02	82.2%
527 · Social Security - Medicare	18,003.43	14,806.02	3,197.41	21.6%
530 · Insurance- Medical	195,393.24	173,981.46	21,411.78	12.3%
531 · Insurance- Medical (retirees)	27,881.98	29,057.79	-1,175.81	-4.1%
532 · Insurance- Dental	18,137.65	10,015.37	8,122.28	81.1%
533 · Insurance - Vision	1,289.94	1,318.00	-28.06	-2.1%
534 · Insurance -Life	878.70	704.40	174.30	24.7%
535 · Insurance- Worker's comp	97,999.50	97,340.25	659.25	0.7%
536 · Director's Fees	5,450.00	3,100.00	2,350.00	75.8%
Total 500 · Personnel	2,255,697.60	2,293,694.46	-37,996.86	-1.7%
540 · Vehicle & Equipment				
542 · Fuel, Lube, & Oil	19,524.24	18,266.00	1,258.24	6.9%
543 · Tires	2,802.71	0.00	2,802.71	100.0%
544 · Parts/Supplies	1,789.76	7,175.24	-5,385.48	-75.1%
545 · Maintenance & Repair	32,144.40	27,923.36	4,221.04	15.1%
547 · Radios	1,966.39	14,139.99	-12,173.60	-86.1%

Linden-Peters Rural County Fire Protection District
FY 24-25 vs FY 23-24 Profit & Loss Prev Year Comparison
July 2024 through February 2025

	<u>Jul '24 - Feb ...</u>	<u>Jul '23 - Feb ...</u>	<u>\$ Change</u>	<u>% Change</u>
549 · SCBA	2,043.94	8,381.13	-6,337.19	-75.6%
550-4 · Small Tools & Equipment	194.50	986.61	-792.11	-80.3%
551 · Medical equip, supplies, oxygen	3,147.14	3,068.03	79.11	2.6%
552 · Ladder Purchase/ Maintenance	1,068.30	0.00	1,068.30	100.0%
600-2 · Grant-AFG Regional Expense	0.00	106,721.41	-106,721.41	-100.0%
Total 540 · Vehicle & Equipment	64,681.38	186,661.77	-121,980.39	-65.4%
560 · Buildings & Grounds				
564 · Furniture	858.68	323.16	535.52	165.7%
580 · Maintenance & Repair	5,324.68	5,974.84	-650.16	-10.9%
Total 560 · Buildings & Grounds	6,183.36	6,298.00	-114.64	-1.8%
600 · Supplies				
600-1 · Grant Expense-Supplies	0.00	3,525.31	-3,525.31	-100.0%
602 · Computer Hardware & Software	15,866.17	19,686.63	-3,820.46	-19.4%
606 · Office supplies	1,985.54	1,501.14	484.40	32.3%
607 · Postage	165.68	282.14	-116.46	-41.3%
608 · Station Supplies	7,075.27	5,084.32	1,990.95	39.2%
613 · Clothing-uniforms	1,699.13	0.00	1,699.13	100.0%
616 · Clothing- Safety	9,725.20	8,205.84	1,519.36	18.5%
625 · Utilities- Electric/ Gas	19,905.67	15,962.24	3,943.43	24.7%
626 · Utilities- Water	2,817.48	2,687.91	129.57	4.8%
627 · Utilities- Cable TV	1,839.27	1,680.89	158.38	9.4%
630 · Utilities - Telephone/Cell/CAD	3,199.90	3,802.11	-602.21	-15.8%
631 · Utilities - Garbage	2,752.38	2,762.23	-9.85	-0.4%
635 · Fire Fighting Foam	0.00	3,567.50	-3,567.50	-100.0%
Total 600 · Supplies	67,031.69	68,748.26	-1,716.57	-2.5%
650 · Services				

Linden-Peters Rural County Fire Protection District
FY 24-25 vs FY 23-24 Profit & Loss Prev Year Comparison
July 2024 through February 2025

	<u>Jul '24 - Feb ...</u>	<u>Jul '23 - Feb ...</u>	<u>\$ Change</u>	<u>% Change</u>
652 · Insurance/ Casul/ Eq/Bond	6,994.00	1,553.00	5,441.00	350.4%
655 · Annual Audit	1,500.00	20,825.00	-19,325.00	-92.8%
656 · S.J. Co. Tax Admin Chg	22,663.50	20,392.50	2,271.00	11.1%
657 · Dispatching	13,774.81	11,918.53	1,856.28	15.6%
658 · Computer Support	7,484.73	1,600.00	5,884.73	367.8%
665 · Physical Exams	2,181.75	0.00	2,181.75	100.0%
667 · Fire Prevention Bureau	797.15	3,242.65	-2,445.50	-75.4%
670 · Assoc. Memberships	1,143.33	1,185.00	-41.67	-3.5%
675 · Training	3,983.68	5,187.50	-1,203.82	-23.2%
678 · Attorney Fee's	2,883.50	3,256.00	-372.50	-11.4%
690 · Services Contingencies	2,200.76	736.50	1,464.26	198.8%
691 · Bank Fees	550.20	603.35	-53.15	-8.8%
Total 650 · Services	<u>66,157.41</u>	<u>70,500.03</u>	<u>-4,342.62</u>	<u>-6.2%</u>
695 · Zone 1				
696 · Hydrant Rental	760.00	760.00	0.00	0.0%
697 · Fire Hose and Appliances	1,395.43	5,571.34	-4,175.91	-75.0%
698 · S.J. Co. Tax Admin Chg	115.00	115.00	0.00	0.0%
Total 695 · Zone 1	<u>2,270.43</u>	<u>6,446.34</u>	<u>-4,175.91</u>	<u>-64.8%</u>
Total Expense	<u>2,462,021.87</u>	<u>2,632,348.86</u>	<u>-170,326.99</u>	<u>-6.5%</u>
Net Ordinary Income	<u>111,134.69</u>	<u>-514,433.16</u>	<u>625,567.85</u>	<u>121.6%</u>
Net Income	<u><u>111,134.69</u></u>	<u><u>-514,433.16</u></u>	<u><u>625,567.85</u></u>	<u><u>121.6%</u></u>



LINDEN – PETERS FIRE DISTRICT

17725 E. Hwy 26, Linden, CA 95236
Phone: 209.887.3710 Fax: 209.887.2821
info@lindenfire.org
Brandon Ruegsegger, Fire Chief

Board Members

President: Paul Castillou Jr.
Vice-President: Kenneth Watkins III
Secretary: David Frison
Member: Ryan Hansen
Member: Robert Dondero

LINDEN – PETERS FIRE DEPARTMENT MONTHLY BOARD REPORT

March 6, 2025

FINANCIAL SUMMARY AND REPORT:

For the month ending February 28, 2025

- All accounts balanced as of February 28, 2025

CURRENT EVENT SUMMARIES, REPORTS, AND/OR CORRESPONDENCE:

- **Meetings for the month**

- 02/03 & 02/04 FYE 06.30.2023 Financial Audit
- 02/05 SJC Fire Chief's Meeting
- 02/06 LPFD Board Meeting
- 02/07 LPFD Staff Meeting
- 02/12 DOC Meeting
- 02/26 LPFD Staff Meeting

- **Strike Teams FY 24-25 Deployments**

Strike Teams Deployed	OES 4608 Deployed	Engine 5-3 Deployed
9	4	5

- **Strike Teams FY 24-25 Financial Snapshot**

Total Income for Strike Teams FY 24-25	\$412,820.31
Est. Personnel Costs	\$287,301.71
Total Income (Less Personnel Costs)	\$125,518.60

Income Received As of 03/05/2025	\$412,820.31
Income Pending	Palisades Fire Invoice Pending

- **Correspondence/Events:**

- 02/18/2025 – Letter from LAFCO regarding a Municipal Service Review for Cities and Special Districts in San Joaquin County
 - 02/24/2025 - Letter from San Joaquin County Registrar of Voters Re Districts moving Elections to Even Numbered Years (Country Club Sanitary District, Naglee Burk Irrigation District, and Thornton Rural Fire Protection District.
-

- **Current Projects/Updates:** None

DEPARTMENT FIRE PREVENTION REPORT:

- Ongoing Projects: Podesta Packing
- Completed Project: Morada Produce
- Working with San Joaquin County to issue operational permits. Issued three permits.

ON DUTY TRAINING:

Fire Scene Ops: Firefighter Survival/SCBA Confidence/Search & Rescue/VEIS

EMS: EMS Airway Management

Safety: NFPA 1500 Bloodborne Pathogens Safety

Policy: 201 Personnel

Other Training

- 2/18, 2/19, & 2/21 Division C Training Fireground Operations @ Woodbridge Fire

FIRE VOLUNTEERS, FIRE CADETS, AND VOLUNTEER FIREFIGHTERS ASSOCIATION

No activities or updates at this time.

Department Report – 03/2025

LINDEN - PETERS FIRE DISTRICT				MONTH - YEAR: Feb-25	
INCIDENT TYPE	NO.	POSTED	CANCELED	PAID STAFF	
STRUCTURE FIRE	1			102 B. RUEGSEGGER	10
VEGETATION FIRE				106 M. MOJALLI	4
VEHICLE FIRE	1			108 J. REED	1
FIRE OTHER				105 J. GOINS	1
EMS CALL	23			107 K. DAHLENBURG	6
MVA	5			110 R. RUEGSEGGER	3
RESCUE CALL				111 T. WATSON	3
HAZARDOUS CONDITION	1			118 M. GARCIA	2
SERVICE CALL (NON EMERGENCY)	4	2		119 M. VERDON	
GOOD INTENT CALLS				120 B. WRIGHT	1
FALSE ALARMS	2			122 D. DENNIS	1
WEATHER / DISASTER				123 J. DAVIS	1
SPECIAL INCIDENTS/OTHER	8		8		
TOTAL FOR THE MONTH:	45			TOTAL:	33
TOTAL FOR THE YEAR:	99			VOLUNTEER STAFF	STA COV.
PREVIOUS YEAR COMPARISON					
		Diff	%	117 G. SCHAEDE (VFF)	17
MONTH:	70	-25	-56%	152 P. WHITAKER (VFF)	
YEAR:	105	-6	-6%	166 A. RUEGSEGGER (VPF)	11
				158 T. CELLI (VPF)	2
				172 A. ORTEGA (VPF)	
DAY CALLS (8AM - 5PM):	26			171 A. VAZQUEZ (VPF)	
NIGHT CALLS (5PM - 8AM):	19			170 D. DIAS (VPF)	1
				178 G. HARTIN (VPF)	3
CALLS PER SHIFT				177 J. FLORES (VPF)	1
A:	15				
B:	17				
C:	13				
				TOTAL:	35
AUTOMATIC AID					
	GIVEN	POSTED	CANCELED	RECEIVED	
WATERLOO MORADA (WMR)	2	1	1	4	
MOKELUMNE (MKE)				4	
CLEMENTS (CLE)					
FARMINGTON (FAR)					
FRENCH CAMP FIRE (FRC)					
COLLEGEVILLE (CVG)					
STOCKTON (STO)					
MONTEZUMA (ZUM)					
LODI (LOD)					
WOODBIDGE (WOO)					
LIBERTY (LIB)					
MOUNTAIN HOUSE (MHU)					
ESCALON (ESL)					
RIPON (RIP)					
CALAVERAS CONSOLIDATED				1	
LATHROP MANTECA (LMD)					
CalFire (TCU)	1		1		
OES, XSJ, EOC, SQF, VNC, BEU, MMU					
TOTAL:	3	1	2	9	

LEGEND

■ FIU callout - conducted by LPFD investigator

■ FIU callout - NOT conducted by LPFD investigator

■ In District investigation, not a county FIU callout

Department Report – 03/2025

San Joaquin County Joint Fire Investigation Unit

Agency	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Escalon	1											
Ripon												
Lathrop-Manteca												
Farmington												
Linden-Peters	1											
Clements												
Woodbridge		1										
South County Fire Authority												
French Camp/Mountain House												
Liberty												
Mokelumne												
Collegeville												
Waterloo-Morada												
Thornton												
Montezuma		1										
Lodi												
Stockton												
Manteca												
Total FIU Callouts	2	2										

January –

Escalon - Structure Fire. LPE provided phone support.

Linden – Vehicle fire with fatality. Covered by LPE FF/Eng M. Garcia on duty and George Wells from Waterloo Morada.

February -

Woodbridge - Structure Fire. Covered by Chief Cornilesen and Juan Gallardo.

Montezuma – Structure Fire. Covered by Montezuma Personnel and George Wells from Waterloo Morada.



Balancing Community and Commerce

44 N. SAN JOAQUIN STREET SUITE 374 STOCKTON, CA 95202 209-468-3198

CHAIR
MINNIE DIALLO
LATHROP CITY COUNCIL

February 18, 2024

VICE-CHAIR
STEVEN DING
COUNTY BOARD OF SUPERVISORS

DAVID BREITENBUCHER
MANTECA CITY COUNCIL

PETER JOHNSON
PUBLIC MEMBER

MARIO GARDEA
COUNTY BOARD OF SUPERVISORS

ALTERNATE MEMBERS

SONNY DHALIWAL
COUNTY BOARD OF SUPERVISORS

RAVDEEP "REX" DHATT
PUBLIC MEMBER

GARRY BARTON
RIPON CITY COUNCIL

EXECUTIVE OFFICER

J.D. HIGHTOWER

CLERK/ANALYST

MITZI STITES

ADMINISTRATIVE ASSISTANT

CLAUDIA IBOA

COUNSEL

NUBIA GOLDSTEIN

Dear Fire Chief,

The San Joaquin County Local Agency Formation Commission ("San Joaquin LAFCO") is required to periodically conduct Municipal Service Reviews ("MSR") for cities and special districts within San Joaquin County. Currently, our staff - in conjunction with our consultants, RSG, Inc. and Planwest Partners - is undertaking an alternative governance study and comprehensive review of the fire protection services and districts in San Joaquin County.

Per statute, LAFCOs are required to regularly prepare MSRs to look at present service capabilities, projections of future growth and evaluate how local agencies are planning for that growth within their boundaries. This will inform future decisions in jurisdictional and/or sphere of influence (SOI) boundary changes.

In conjunction with the MSR, LAFCO is also required to review each agency's present and probable SOI. An SOI identifies the probable future boundary and service area of the agency. Any potential SOI amendments that are identified as part of the MSR and SOI review would likely require further research and discussion, and consideration by staff and the Commission after the adoption of the MSR.

Your agency will be contacted by RSG within the next couple of weeks to begin the data collection process. This will include an invitation to attend a virtual meeting with you and some of your executive leadership team. Your agency's response will greatly assist RSG and Planwest Partners as they review and summarize technical data and information for the MSR. Please be prepared to provide RSG with a designated contact for the duration of the MSR process.

The consulting team from RSG and Planwest Partners includes, but is not limited to:

Carol Ieromnimon	Associate, RSG	cieromnimon@rsgsolutions.com	714-316-2197
Colette Santsche	Partner, Planwest	colettem@planwestpartners.com	530-227-6836

We appreciate your participation in this process and look forward to working with you as we begin this effort. If you have any questions or concerns regarding the process, you may contact me via email at jhightower@sjgov.org or at 209.468.3198.

Yours Truly,

J.D. Hightower
Executive Director
San Joaquin Local Agency Formation Commission



SAN JOAQUIN
— COUNTY —
Greatness grows here.

Registrar of Voters

Olivia Hale, Registrar of Voters

Eric Diaz, Assistant Registrar of Voters

February 24, 2025

Via U.S. Mail and Email

Re: Request from Three Special Districts to Move Their Elections to Even Numbered Years to Coincide and Consolidate with the Statewide General Elections

To Whom It May Concern:

As required by Section 10404(c) of the Elections Code, our office is notifying you on behalf of the San Joaquin County Board of Supervisors ("Board") that three special districts, County Club Sanitary District, Naglee Burk Irrigation District, and the Thornton Rural Fire Protection District ("Districts"), have submitted resolutions to the Board via the San Joaquin County Registrar of Voters ("ROV") to change the regularly scheduled elections for their governing board members from odd-numbered years to even-numbered years to coincide and consolidate with the statewide general elections. Pursuant to the Districts' resolutions, their respective November 2025 elections will be moved to November 2026 and the November 2027 elections to November 2028, thereby extending the terms of office of all current directors for said Districts accordingly. Copies of the Districts' resolutions are available for review in the ROV's Office.

Pursuant to Section 10404(c) of the Elections Code, the ROV on behalf of the Board hereby requests your input regarding the effect of consolidating the Districts' elections. Please note, while requested, your input is not mandatory. The Board will be considering the Districts' resolutions and the proposed consolidations at the regularly scheduled Board meeting on March 11, 2025. Any written input must be received by close of business on Monday, March 3, 2025, and submitted to the ROV at 44 North San Joaquin Street, Ste. 350, Stockton, CA 95202. Alternatively, input may be provided in person by attending the March 11, 2025, Board meeting, which will begin at 9:00 a.m. Persons wishing to address the Board in writing may submit their public comments by completing the online Public Comment Form at <https://sjgov.link/public-comment>. Written public comments will not be read during the Public Comment period but will be made part of the official record on file with the Clerk of the Board.

Sincerely,

Olivia Hale

Olivia Hale

San Joaquin County Registrar of Voters

LINDEN-PETERS RURAL COUNTY FIRE PROTECTION DISTRICT
FY 2024/25 PAY SCHEDULE

Position (Non-Exempt Safety; 2912 Hours)		Time Base		Effective Date
Probationary Firefighter	Hourly		22.89	7/1/2024
	Monthly		5,554.27	
	Annual		66,651.24	
Firefighter	Hourly		26.02	
	Monthly		6,313.27	
	Annual		75,759.24	
Firefighter/Engineer	Hourly		28.04	
	Monthly		6,804.32	
	Annual		81,651.84	
Lt. - Driver/Engineer	Hourly		32.66	
	Monthly		7,925.65	
	Annual		95,107.80	
Captain - I	Hourly		34.82	
	Monthly		8,449.68	
	Annual		101,396.16	
Captain - II	Hourly		35.69	
	Monthly		8,660.54	
	Annual		103,926.48	
Position (Exempt - Chief Officers; 2080 Hours)				Effective Date
Fire Chief	Hourly		73.28	1/1/2025
	Monthly		12,702.46	
	Annual		152,429.52	
Position (Elected Positions)				Effective Date
Board of Director	Per Regular Mtg		75.00	7/1/2024
	Per Special/Committee		50.00	
	Monthly		400.00	
Position (Non-Exempt; 1000 Hours)				Effective Date
Administrative Assistant	Hourly		33.50	7/1/2024
	Annual		33,500.00	

Adopted by Resolution - March 6, 2025

CAL CODE OF REGULATIONS, TITLE 2, SECTION 570.5



LINDEN – PETERS FIRE DISTRICT

17725 E. Hwy 26, Linden, CA 95236
Phone: 209.887.3710 Fax: 209.887.2821
info@lindenfire.org
Brandon Ruegsegger, Fire Chief

Board Members
President: Paul Castellou Jr.
Vice-President: Kenneth Watkins III
Secretary: David Frison
Member: Ryan Hansen
Member: Robert Dondero

RESOLUTION NO. 24-10

**RESOLUTION TO APPROVE THE FISCAL YEAR 2024 – 2025
PAY SCHEDULE EFFECTIVE JANUARY 1, 2025**

WHEREAS, the Linden-Peters Rural County Fire Protection District (the District) is a contracting agency of the California Public Employees’ Retirement System (“CALPERS”); and

WHEREAS, California Code of Regulations, Title 2, Section 570.5 requires that, for purposes of determining a retiring employee’s pension allowance, the pay rate be limited to the amount listed on a pay schedule that meets certain requirements and be approved by the governing body in accordance with the requirements of the applicable public meeting laws; and

WHEREAS, the regulations require that the pay schedule be made public without reference to another document in disclosure of the pay rates; and

WHEREAS, any changes including but not limited to, across the board increases, classification changes and salary adjustments approved after this date, will be reflected on a revised pay schedule and submitted to the District’s Board of approval.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Linden-Peters Rural County Fire Protection District approves the attached Pay Schedule for FY 2024-FY 2025 effective January 1, 2025.

PASSED AND ADOPTED at a meeting of the Board of Directors on this 6th Day of March 6, 2025, by the following vote:

AYES: ()

NOES: ()

ABSENT: ()

ABSTAIN: ()

Paul Castellou, Jr
President, Board of Directors

ATTEST:

David Frison
Secretary, Board of Directors

(OFFICIAL SEAL)

Curtis Master Lease Agreement

EFFECTIVE DATE	SCHEDULE NUMBER	LESSOR NAME & ADDRESS	LESSEE NAME	LESSEE ADDRESS
March 10, 2025	C4424-MSA-001	L.N. Curtis & sons 185 Lennon Lane, Suite 110 Walnut Creek, CA 94598 United States	Linden-Peters Fire District	Linden-Peters Fire District 17725 East Highway 26 Linden, CA 95236 US

Equipment Location*:
Linden-Peters Fire District 17725 East Highway 26 Linden, CA 95236 US

*Should location of Equipment change during the Initial Term or any subsequent Renewal Term, please contact Curtis Customer Service at 1-844-540-5060 or <https://Incurtis.com/contact-us/>. Please indicate to the Customer Service Representative that you are a Curtis Lessee for the MSA+ Program and would like to update your Equipment location.

This Master Lease covers the following described equipment ("Equipment") and software subscription services ("SaaS Agreement"). By agreeing to this Lease, Lessee hereby agrees to the Safety io Subscription Services Agreement ("SaaS Agreement") with Safety io, LLC, available at Safety io SaaS Agreement, incorporated herein as Appendix B. The Lessee is also purchasing the Curtis Device Protection Program for MSA+ Program, and the Parties agree that the Curtis Device Protection Program for MSA+ Program Terms and Conditions, which is attached herein as Appendix C, and incorporated as if fully set for the herein, also apply.

Curtis Master Lease Agreement

Item	Units	Months	Annual Rate	Total Annual Rate
10221854 MSA ALTAIR io 4 Portable Gas Detector, AT&T Coverage, General Combustible 0-100% LEL, O2 Std, CO Std, H2S Std, Charger	2	48	\$600.00	\$1,200.00
10208141 MSA & 10208142 MSA ALTAIR io 4 Dock Test Stand ALTAIR io 4 Dock Cylinder Holder	1	48	\$657.00	\$657.00
ALTAIR io 4 Device Protection Pricing included with above 10221854 MSA ALTAIR io 4	2	48	\$0.00	\$0.00
<u>Note:</u> Transportation charges are additional and will be charged			Subtotal	\$1,857.00
			Est. Tax	\$143.92
			Total	\$2,000.92 for each 12-month period

Lessee hereby irrevocably authorizes Lessor to insert in this Curtis Master Lease Agreement (“Master Lease”) the Effective Date and the due date of the first rental payment, which shall be effective upon written notice to Lessee.

The Equipment is hereby leased pursuant to the provisions of the Curtis Equipment Lease Agreement for MSA+ Program (“Equipment Lease”), incorporated herein as Appendix A, between the undersigned Lessee and Lessor dated as of the Effective Date of the Equipment Lease, the terms of which are incorporated herein by reference thereto, plus the following additional terms, provisions and modifications as found in this Master Lease. Unless either party provides at least one hundred and twenty (120) days’ notice before the expiration of the Initial Term, the lease shall automatically renew for successive one-year periods (each, a “Renewal Term” and together with the Initial Term, the “Lease Term”). Lessor shall be entitled to increase the Rent up to 3% per year during each Renewal Term.

Curtis Master Lease Agreement

1. Initial Term (Number of Months)	48 Months
2. Effective Date	March 10, 2025
3. Email Address of Lessee for notice of Effective Date	jreed@lindenfire.org
4. Total Rents	\$8,003.68 based on current estimated tax rate
5. Rental payment of approximately \$2,000.92 will be billed to Lessee on an annual basis during the Lease Term. All invoices are due NET 30. The first invoice will be sent within 10 days after Equipment is shipped.	
6. Transportation	Transportation charges are additional and will be charged as applicable throughout the Lease Term.
7. Security Deposit (if any)	\$0.00

The Lessee shall return all of the Equipment at the expiration of the Term of the Lease, or sooner where provided in the Master Lease. The Lessor will then attempt to sell or lease the Equipment to another company/agency.

To the extent of any conflict between any of the terms of the Agreement, the following order of precedence shall apply in descending order of precedence: (a) the Master Lease; (b) the Curtis Device Protection Program for MSA+ Program Terms and Conditions, (c) the Equipment Lease; (d) the SaaS Agreement. Any terms and conditions of Lessee’s purchase order or similar document shall be deemed provided for convenience only and shall not apply.

Except as expressly provided or modified hereby, all the terms and provisions of the Equipment Lease shall remain in full force and effect.

This sublease shall be subject to the same terms and conditions of the MSA+ Master Lease Agreement between MSA Safety Sales, LLC as Lessor and L.N. Curtis & sons as Lessee, and Linden-Peters Fire District bound by the same restrictions and obligations of Lessee under such agreement as if it were a party thereto.

IN WITNESS WHEREOF the parties hereto have caused this Master Lease to be duly executed by their respective authorized officers as of the effective date above.

LESSOR:

LESSEE:

L.N. Curtis & sons

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____