



ALPINE FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING

DIRECTOR EASTERLING
DIRECTOR PRICE
DIRECTOR TAYLOR
DIRECTOR WILLIS
DIRECTOR MEHRER

TUESDAY
MARCH 15, 2022
5:00 P.M.

FIRE CHIEF BRIAN BOGGELN
CLERK OF THE BOARD ERIN DOOLEY

FIRE STATION 17 MEETING ROOM
1364 TAVERN ROAD
ALPINE, CA 91901

**THIS BOARD OF DIRECTORS REGULAR
SCHEDULED MEETING WILL BE HELD
VIA ZOOM AND AT THE
ALPINE STATION 17
1364 TAVERN ROAD
ALPINE, CA. 91901**

Zoom Call-In Information:

Time: Mar 15, 2022 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting:

<https://us06web.zoom.us/j/88647858530>

Meeting ID: 886 4785 8530

+1 669 900 6833 US (San Jose)
Meeting ID: 886 4785 8530

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings; please email Admin@AlpineFire.org to request an electronic copy.

Packet documents are also posted online on our website: www.AlpineFire.org.



ALPINE FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

DIRECTOR EASTERLING
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TUESDAY
MARCH 15, 2022
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ALPINE, CA 91901

DISABLED ACCESS TO MEETING: *A request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting. Any such request must be made to the Clerk of the Board at 619-445-2635 at least 24-hours before the meeting.*

WRITINGS DISTRIBUTED TO THE BOARD: *Pursuant to Government Code 54957.5, written materials distributed to the Board of Directors in connection with this agenda will be available to the public at the Alpine Fire Protection District Administration Office located at 1364 Tavern Road, Alpine, CA 91901. In addition, supporting documentation (including attachments referenced in the agenda) is available for viewing on the Alpine Fire Protection District website – www.alpinefire.org*

- 1) CALL TO ORDER AND DETERMINATION OF A QUORUM**
- 2) PLEDGE OF ALLEGIANCE AND INVOCATION**
- 3) APPROVAL OF AGENDA**
- 4) PUBLIC COMMENT AND DISCUSSION**

Members of the public may address the Board during public comment on a particular agenda item, or if they wish to make a general comment on a matter within the subject matter jurisdiction of the District. The President of the Board will call on the member of the public at the appropriate time and allow the member of the public to provide live comment. On their own initiative or in response to questions posed by the public, board members may ask a question for clarification; provide reference to staff or other resources for factual information or request staff to report back to the Board at a subsequent meeting. A member of the Board may take action to direct staff to place a matter of business on a future agenda. The District limits each speaker to 3 minutes per subject or topic.

1. **Attending Remotely:** *Typing their name in the “Chat” box in Zoom and indicate the agenda item, or if they wish to make a general comment on a matter within the subject matter jurisdiction of the District.*
2. **Attending in Person:** *Submitting a speaker slip to the Clerk of the Board.*

5) CONSENT CALENDAR

- 5.1 - Approve the Minutes: Board Meeting – February 15, 2022(pg.4)
- 5.2 - Approve the Minutes: Special Board Meeting – March 9, 2022 (pg.6)
- 5.3 - Financial Reports – February (pg.8)
- 5.4 - Cash Flow Report – February (pg.26)
- 5.5 - Investment Portfolio Report – February (pg.28)
- 5.6 - Monthly Incident Statistics – February (pg.29)

6) DISCUSSION AGENDA ITEMS

- 6.1 - **FY 2022/2023 Budget Update**
Staff Report: Chief Boggeln (pg.30)



- 6.2 - **Station 17 Utility Cost Review**
Staff Report: Chief Boggeln (pg.31)

7) ACTION AGENDA ITEMS

- 7.1 - **Consideration to Approve Resolution #21/22-16 to Implement Teleconferencing Requirements During a Proclaimed State of Emergency Under Government Code Section 54953.**
Resolution (pg.35)
- 7.2 - **Adoption of Alpine Fire Protection District/San Diego County Fire Mitigation Fee Program**
 - a. **Resolution #21/22-17**
Staff Report: Fire Marshal McBroom (pg.37)
- 7.3 - **Adopt Revisions and Updates to the Alpine Fire Protection District Conflict-of-Interest Code**
 - a. **Resolution #21/22-18**
Staff Report: Chief Boggeln (pg.39)
- 7.4 - **Annual Review and Adoption of Special Benefit Tax for Fire Protection and Emergency Services (Fiscal Year 2022-2023)**
 - a. **Resolution #21/22-19**
Staff Report: Fire Marshal McBroom (pg.47)
- 7.5 - **Appointment of Debbie Pinhero to Administrative Director and Ratification of Memorandum of Understanding between the Alpine Fire Protection District and Administrative Director Debbie Pinhero (pg.50)**
- 7.6 - **Presentation and Possible Action For Additional Staffing in FY 23/24**
Staff Report and Presentation by Chief Boggeln (pg.63)

8) REPORTS – INFORMATION ONLY

- 8.1 – Directors’ Report
- 8.2 – Fire Chief
- 8.3 – Fire Marshal
- 8.4 – Alpine Firefighters Association - Local 2638
- 8.5 – Committee Reports

9) ADJOURNEMENT

NOTIFICATION OF NEXT MEETING

Next regular meeting will be held:
April 19, 2022 at 5:00 p.m.
Alpine Fire Station 17 (meeting room)
1364 Tavern Road, Alpine CA 91901

CERTIFICATION OF POSTING

I certify that on March 10, 2022, I posted a copy of the foregoing Agenda near the regular meeting place of the Board of Directors of Alpine Fire Protection District, said time being at least 72-hours in advance of the Regular Meeting of the Board of Directors. (Govt. Code Section 54954.2)
Executed at Alpine, California, on March 10, 2022.

Erin Dooley

Erin Dooley, Clerk of the Board



ALPINE FIRE PROTECTION DISTRICT MINUTES

DIRECTOR EASTERLING
DIRECTOR PRICE
DIRECTOR TAYLOR
DIRECTOR WILLIS
DIRECTOR MEHRER

TUESDAY
FEBRUARY 15, 2022
5:00 P.M.

FIRE CHIEF BRIAN BOGGELN
CLERK OF THE BOARD ERIN DOOLEY

FIRE STATION 17 MEETING ROOM
1364 TAVERN ROAD
ALPINE, CA 91901

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1) CALL TO ORDER AND DETERMINATION OF A QUORUM

Board Members arriving after the meeting begins will be noted PRESENT at the point in which they arrive. Board Members leaving the meeting will be noted ABSENT at the point that they leave and PRESENT at the point they reenter the meeting.

The meeting was called to order at 5:00pm by Director Easterling. Roll call by Clerk of the Board Erin Dooley. Directors in attendance: Easterling, Price, Taylor. Board Members absent: Willis, Mehrer. Also present, Legal Counsel Steve Fitch, Fire Marshal Jason McBroom, Local 2638 President Shane Ozbirn and Clerk of the Board Erin Dooley.

2) APPROVAL OF AGENDA

Motion to approve the agenda as submitted.

(M/Price 2nd/Easterling Approved 3-0)

Roll Call Vote: Aye (3) Easterling, Taylor, Price; Nay (0); Abstaining (0); Absent (2) Willis, Mehrer

3) PUBLIC COMMENT AND DISCUSSION

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2. **Attending in Person:** *Submitting a speaker slip to the Clerk of the Board.
Read, no comment.*



4) CONSENT CALENDAR

- 4.1 - Approve the Minutes: Board Meeting – January 18, 2022(pg.4)
- 4.2 - Financial Reports – January (pg.8)
- 4.3 - Cash Flow Report – January (pg.27)
- 4.4 - Investment Portfolio Report – January (pg.29)
- 4.5 - Monthly Incident Statistics – January (pg.30)

Motion to approve Consent Calendar as submitted.

(M/Price 2nd/Taylor Approved 3-0)

Roll Call Vote: Aye (3) Easterling, Taylor, Price; Nay (0); Abstaining (0); Absent (2) Willis, Mehrer

5) ACTION AGENDA ITEMS

- 5.1 - **Consideration to Approve Resolution #21/22-15 to Implement Teleconferencing Requirements during a Proclaimed State of Emergency Under Government Code Section 54953**
(pg.31)

Motion to approve Resolution #21/22-15 as submitted.

(M/Price 2nd/Easterling Approved 3-0)

Roll Call Vote: Aye (3) Easterling, Taylor, Price; Nay (0); Abstaining (0); Absent (2) Willis, Mehrer

6) REPORTS – INFORMATION ONLY

6.1 – Directors’ Report

None.

6.2 – Fire Marshal

None.

6.2 – Alpine Firefighters Association - Local 2638

Local 2638 President Shane Ozbirn gave report on upcoming events.

6.4 – Committee Reports

Director Taylor gave an update on HCFA as well as update from the Finance Committee.

- **Director Willis joined meeting at 5:10pm**

7) ADJOURNEMENT

Motion to adjourn at 5:11pm.

(M/Price 2nd/Taylor Approved 3-0)

Roll Call Vote: Aye (3) Easterling, Taylor, Price; Nay (0); Abstaining (0); Absent (2) Willis, Mehrer

NOTIFICATION OF NEXT MEETING

Next regular meeting will be held:

March 15, 2022 at 5:00 p.m.

Alpine Fire Station 17 (meeting room)

1364 Tavern Road, Alpine CA 91901

Minutes Approved:

Board Secretary

Date



ALPINE FIRE PROTECTION DISTRICT SPECIAL MEETING MINUTES

DIRECTOR EASTERLING
DIRECTOR PRICE
DIRECTOR TAYLOR
DIRECTOR WILLIS
DIRECTOR MEHRER

TUESDAY
MARCH 9, 2022
5:00 P.M.

FIRE CHIEF BRIAN BOGGELN
CLERK OF THE BOARD ERIN DOOLEY

FIRE STATION 17 MEETING ROOM
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The meeting was called to order at 5:00pm by Director Easterling. Roll call by Fire Chief Brian Boggeln. Directors in attendance: Easterling, Price, Taylor, Willis, Mehrer.

2) APPROVAL OF AGENDA

Motion to approve the agenda as submitted.

(M/Price 2nd/Easterling Approved 5-0)

Roll Call Vote: Aye (5) Easterling, Taylor, Price, Willis, Mehrer; Nay (0); Abstaining (0);

Absent (0)

3) PUBLIC COMMENT AND DISCUSSION

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2. **Attending in Person:** *Submitting a speaker slip to the Clerk of the Board.*
Read, no comment.

- **Adjourned to Closed Session at 5:03pm.**



4) CLOSED SESSION

4.1 - Conference with Labor Negotiators (§54957.6)

Agency Designated Representatives: Taylor, Price, Boggeln
Unrepresented Employee: Administrative Director

- Reconvened to Open Session at 5:05pm
- Direction given; no action taken.

5) ADJOURNEMENT

Motion to adjourn at 5:05pm.

(M/Price 2nd/Taylor Approved 5-0)

Roll Call Vote: Aye (5) Easterling, Taylor, Price, Willis, Mehrer; Nay (0); Abstaining (0);
Absent (0)

NOTIFICATION OF NEXT MEETING

Next regular meeting will be held:

March 15, 2022 at 5:00 p.m.

Alpine Fire Station 17 (meeting room)

1364 Tavern Road, Alpine CA 91901

Minutes Approved:

Board Secretary

Date

ALPINE FIRE PROTECTION DISTRICT

Balance Sheet

03/08/22

As of February 28, 2022

Accrual Basis

	Feb 28, 22
ASSETS	
Current Assets	
Checking/Savings	
1000 · COUNTY OF SAN DIEGO	
1000.01 · Gen. 310100-47500	
Committed for UAL (CalPERS)	100,000.00
Committed for Vac-Sick Liabilit	120,000.00
Committed for Capital Accrual	225,840.35
Assigned for Capital Projects	98,500.00
1000.01 · Gen. 310100-47500 - Other	2,049,475.65
Total 1000.01 · Gen. 310100-47500	2,593,816.00
1000.02 · Mitig.310135-47505	
Committed for Capital accrual	117,958.03
Assigned for Capital Accrual	54,808.30
Total 1000.02 · Mitig.310135-47505	172,766.33
Total 1000 · COUNTY OF SAN DIEGO	2,766,582.33
1001 · OTHER A/C'S	
1001.07 · CB&T Checking - 8473	68,782.49
1001.04 · CB&T-(Workers Comp)	18,777.59
1101.06 · CB&T Money Plus	
General	52,812.63
Assigned Building/Veh (budget)	63,580.00
Assigned Cap Veh Rep Fund (OES)	149,091.49
Assigned BuildAccrual Fund (08)	90,000.00
Assigned EquipAccrual Fund (09)	38,600.00
Committed Capital Apparatus	418.03
Total 1101.06 · CB&T Money Plus	394,502.15
1101.09 · CB&T Savings (Grant)	500.53
Total 1001 · OTHER A/C'S	482,562.76
Total Checking/Savings	3,249,145.09
Accounts Receivable	
1003 · *Accounts Receivable	213,411.14
Total Accounts Receivable	213,411.14
Other Current Assets	
1002 · OTHER CURRENT ASSETS	
1002.1 · LAIF 17-37-006	
General	1,064.35
Committed Funds	764,258.01
Committed SRPL Funds	5,417.55
Total 1002.1 · LAIF 17-37-006	770,739.91
1002.2 · PASIS-Risk Pool Deposit	516,195.34
1002.6 · Petty Cash	76.00
1002.65 · Change Account	100.00
1002.10 · Multi-Bank Securities	
Securities	99,000.00
Market Value of Portfolio FL	468.27
Total 1002.10 · Multi-Bank Securities	99,468.27
1002.13 · P1R-354391 - Comerica AFPD fund	
Securities (Fixed Income)	1,879,924.35
Market Value of Portfolio FL	-16,260.91
Money Market	59,139.80
Total 1002.13 · P1R-354391 - Comerica AFPD fund	1,922,803.24

ALPINE FIRE PROTECTION DISTRICT

Balance Sheet

As of February 28, 2022

	Feb 28, 22
1002.14 · P1R-114381 - Comerica SRPL fund	
Securities	287,000.00
Market Value of Portfolio FL	-20,390.62
Money Market	7,099.50
Total 1002.14 · P1R-114381 - Comerica SRPL fund	273,708.88
1002.15 · Deferred Outflows of Resources	1,862,674.00
1002.16 · 268609000 - US Bank MM	
Money Market	7,110.00
Total 1002.16 · 268609000 - US Bank MM	7,110.00
Total 1002 · OTHER CURRENT ASSETS	5,452,875.64
Total Other Current Assets	5,452,875.64
Total Current Assets	8,915,431.87
Fixed Assets	
1600 · FIXED ASSETS	
1600.04 · Equipment & Vehicles	3,034,585.00
1600.05 · Structures and Improvements	4,525,887.00
1600.07 · Accumulated Depreciation	-3,614,041.00
Total 1600 · FIXED ASSETS	3,946,431.00
Total Fixed Assets	3,946,431.00
TOTAL ASSETS	12,861,862.87
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	17,638.10
Total Accounts Payable	17,638.10
Credit Cards	
2002 · CREDIT CARDS	
CalCard (Debbie Pinhero -5683)	756.62
CalCard (Greg O'Gorman -1955)	33.62
CalCard (Brian Boggeln -1835)	4,811.85
Total 2002 · CREDIT CARDS	5,602.09
Total Credit Cards	5,602.09
Other Current Liabilities	
1800 · Market value of portfolio	-31,742.52
2003 · OTHER LIABILITIES	
2003.12 · SRPL Mitigation Funds	252,766.43
Total 2003 · OTHER LIABILITIES	252,766.43
2100 · PAYROLL LIABILITIES	
2100.26 · PERS Safety Add'l 1%	6,503.79
2100.04 · CalPERS Retirement - Company	69.98
2100.21 · CalPERS Retirement - Employee	30.31
2100.07 · Long Term Disability	16.82
2100.16 · Life Insurance - Company	45.75
2100.17 · Supplemental Life Insurance	149.38
2100.22 · Health Benefits {ER}	-2,241.91
2100.23 · Reportable Health Coverage {EE}	476.36
Total 2100 · PAYROLL LIABILITIES	5,050.48
Total Other Current Liabilities	226,074.39

ALPINE FIRE PROTECTION DISTRICT

Balance Sheet

As of February 28, 2022

03/08/22

Accrual Basis

	Feb 28, 22
Total Current Liabilities	249,314.58
Long Term Liabilities	
2500 · LONG TERM LIABILITIES	
2500.12 · Capital One UAL Bond Issue	5,278,000.00
2500.11 · ACCRUED CLAIMS LIABILITY	195,800.00
2500.01 · Compensated Absences	98,537.10
2500.06 · Net Pension Liability Plan 959	988,189.00
2500.07 · Net Pension Liability Plan 958	69,754.00
2500.08 · Net Pension Liab. Plan 23014	7,058.00
2500.09 · Net Pension Liab. Plan 23190	635.00
2500.10 · Deferred Inflows of Resources	705,660.00
Total 2500 · LONG TERM LIABILITIES	7,343,633.10
Total Long Term Liabilities	7,343,633.10
Total Liabilities	7,592,947.68
Equity	
1110 · Retained Earnings	-102,834.09
3000 · OPENING BAL EQUITY	-320,460.00
3002 · UNRESERVED and UNDESIGNATED	
3002.01 · General Fund Balance	1,553,545.88
3002.02 · Mitigation Fee Fund	2,703.00
Total 3002 · UNRESERVED and UNDESIGNATED	1,556,248.88
3007 · Investment in Fixed Assets	4,266,891.00
3009 · Prior Period Adjustment	500.00
Net Income	-131,430.60
Total Equity	5,268,915.19
TOTAL LIABILITIES & EQUITY	12,861,862.87

ALPINE FIRE PROTECTION DISTRICT

Profit & Loss Budget vs. Actual

July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
Income				
4000 · COUNTY OF S.D.				
4000.01 · 1% Property Tax	2,267,414.67	3,605,714.00	-1,338,299.33	62.9%
4000.02 · Interest-General Fund	5,120.46	17,000.00	-11,879.54	30.1%
4000.03 · Mitigation Fees	54,358.18	25,000.00	29,358.18	217.4%
4000.04 · Interest-Mitigation Fund	450.12	750.00	-299.88	60.0%
4000.05 · Benefit Fee-Alpine	309,655.77	538,094.00	-228,438.23	57.5%
4000.06 · 1% Refunds	-10,669.84	-19,000.00	8,330.16	56.2%
Total 4000 · COUNTY OF S.D.	2,626,329.36	4,167,558.00	-1,541,228.64	63.0%
4002 · INTEREST INCOME				
.1 · California Bank & Trust	56.20	100.00	-43.80	56.2%
.2 · PASIS	881.32	5,000.00	-4,118.68	17.6%
.3 · Investments	29,195.94	40,000.00	-10,804.06	73.0%
.4 · LAIF	782.94	5,000.00	-4,217.06	15.7%
.6 · SRPL	2,630.92	0.00	2,630.92	100.0%
Total 4002 · INTEREST INCOME	33,547.32	50,100.00	-16,552.68	67.0%
4005 · OTHER INCOME				
.01 · Plan Check	21,270.14	11,000.00	10,270.14	193.4%
.02 · First Responder	13,437.81	13,000.00	437.81	103.4%
.04 · Other	1,274.65	45,000.00	-43,725.35	2.8%
.08 · Ambulance Sub-Lease(Restricted)	60,000.00	120,000.00	-60,000.00	50.0%
.09 · ALS Agreement (Restricted)	25,800.00	35,000.00	-9,200.00	73.7%
.11 · Vehicle Reimbursements	188,926.31	15,000.00	173,926.31	1,259.5%
.13 · Strike Team Personnel Reimb.	547,222.71	10,000.00	537,222.71	5,472.2%
.14 · Other Strike Team Reimb.	200,379.83	1,000.00	199,379.83	20,038.0%
Total 4005 · OTHER INCOME	1,058,311.45	250,000.00	808,311.45	423.3%
4006 · GRANT INCOME				
4006.04 · CountySD				
SHGP 2021	0.00	13,964.00	-13,964.00	0.0%
SHGP 2020	0.00	13,616.00	-13,616.00	0.0%
Total 4006.04 · CountySD	0.00	27,580.00	-27,580.00	0.0%
4006.11 · Sempra Energy - CERT	2,000.00			
4006.14 · Alpine Fire Foundation	0.00	11,200.00	-11,200.00	0.0%
Total 4006 · GRANT INCOME	2,000.00	38,780.00	-36,780.00	5.2%
Total Income	3,720,188.13	4,506,438.00	-786,249.87	82.6%
Expense				
5003 · GRANT EXPENSES				
5003.04 · CountySD				
SHSP 2021	0.00	13,964.00	-13,964.00	0.0%
SHSP 2020	4,151.09	13,616.00	-9,464.91	30.5%
Total 5003.04 · CountySD	4,151.09	27,580.00	-23,428.91	15.1%
5003.14 · Alpine Fire Foundation	0.00	11,200.00	-11,200.00	0.0%
Total 5003 · GRANT EXPENSES	4,151.09	38,780.00	-34,628.91	10.7%
5000 · SALARIES				
5000.01 · Payroll	1,009,656.55	1,670,924.00	-661,267.45	60.4%
5000.02 · OVERTIME				
Critical Weather	1,611.48	27,741.00	-26,129.52	5.8%
FLSA	20,176.13	33,733.00	-13,556.87	59.8%
Reimbursable	1,437.96	0.00	1,437.96	100.0%
Sick Coverage	24,837.20	72,126.00	-47,288.80	34.4%
Strike Team	433,904.11	109,000.00	324,904.11	398.1%
Training	3,808.25	18,864.00	-15,055.75	20.2%
Unclassified-Meetings, etc	2,108.46	16,644.00	-14,535.54	12.7%
Vacation-Holiday Coverage	106,388.25	221,926.00	-115,537.75	47.9%
Worker's Comp Coverage	10,990.32	8,322.00	2,668.32	132.1%
Total 5000.02 · OVERTIME	605,262.16	508,356.00	96,906.16	119.1%
Total 5000 · SALARIES	1,614,918.71	2,179,280.00	-564,361.29	74.1%
5002 · EMPLOYEE BENEFITS				
5002.01 · Educational Incentive	76,163.41	81,977.00	-5,813.59	92.9%
5002.02 · Vacation/Sick Leave Expense	8,188.59	38,000.00	-29,811.41	21.5%
5002.03 · Medicare / Employer Exp	24,136.85	36,998.00	-12,861.15	65.2%
5002.04 · Retirement - Pers	202,123.40	322,573.00	-120,449.60	62.7%
5002.4a · Retirement UAL Payments	998,110.00	498,110.00	500,000.00	200.4%

ALPINE FIRE PROTECTION DISTRICT

Profit & Loss Budget vs. Actual

July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
5002.05 · Group Medical Ins	201,247.91	340,361.00	-139,113.09	59.1%
5002.06 · Life Insurance	3,945.34	4,590.00	-644.66	86.0%
5002.07 · LTD Insurance	3,901.88	6,120.00	-2,218.12	63.8%
5002.08 · Social Security(Employer)	433.73	5,659.00	-5,225.27	7.7%
5002.10 · Retirement 401 (a)	2,167.75	5,000.00	-2,832.25	43.4%
Total 5002 · EMPLOYEE BENEFITS	1,520,418.86	1,339,388.00	181,030.86	113.5%
5006 · UNEMPLOYMENT	0.00	500.00	-500.00	0.0%
5007 · CLOTHING				
5007.01 · Uniforms				
Uniforms	1,071.59	12,300.00	-11,228.41	8.7%
Total 5007.01 · Uniforms	1,071.59	12,300.00	-11,228.41	8.7%
5007.02 · Boots	175.09	3,420.00	-3,244.91	5.1%
5007.03 · Turn Outs/Helmets	4,953.08	25,570.00	-20,616.92	19.4%
5007.04 · Wildland gear	700.73	3,280.00	-2,579.27	21.4%
Total 5007 · CLOTHING	6,900.49	44,570.00	-37,669.51	15.5%
5008 · COMMUNICATION				
5008.01 · HCFA ,RCS - Internet	93,724.64	113,314.00	-19,589.36	82.7%
5008.02 · Mobile Communications	2,059.61	2,975.00	-915.39	69.2%
5008.03 · Mobile Data Terminals	3,965.41	4,590.00	-624.59	86.4%
5008.05 · Emergency Operations Center EOC	1,492.34	200.00	1,292.34	746.2%
Total 5008 · COMMUNICATION	101,242.00	121,079.00	-19,837.00	83.6%
5009 · PASIS (Workers Comp)				
5009.01 · Administrative	84,878.00	92,584.00	-7,706.00	91.7%
5009.02 · Claim Related	53,389.46	125,000.00	-71,610.54	42.7%
Total 5009 · PASIS (Workers Comp)	138,267.46	217,584.00	-79,316.54	63.5%
5010 · HOUSEHOLD	3,034.09	5,500.00	-2,465.91	55.2%
5011 · FAIRA	38,726.70	38,461.00	265.70	100.7%
5012 · MAINTENANCE - EQUIPMENT				
5012.01 · E17 KME (2015)	25,942.18	26,292.00	-349.82	98.7%
5012.02 · E217 KME (2002)	37,172.88	42,639.00	-5,466.12	87.2%
5012.03 · B217 International (2002)	79.61	7,995.00	-7,915.39	1.0%
5012.3B · B17 Hi-Tech (2019)	4,463.38	6,995.00	-2,531.62	63.8%
5012.04 · 4709 U17 Ford F-250 (2018)	1,212.39	5,206.00	-3,993.61	23.3%
5012.05 · Rescue Tools	26.94	1,515.00	-1,488.06	1.8%
5012.06 · Hydrant	162.75	125.00	37.75	130.2%
5012.07 · Generator	547.00	2,060.00	-1,513.00	26.6%
5012.08 · SCBA - Compressor	2,136.63	1,851.00	285.63	115.4%
5012.09 · Portable Extinguishers	0.00	174.00	-174.00	0.0%
5012.10 · Ladder Testing	0.00	3,240.00	-3,240.00	0.0%
5012.11 · Misc.Equipment	338.89	1,000.00	-661.11	33.9%
5012.12 · Fuel	22,768.85	28,074.00	-5,305.15	81.1%
5012.13 · Foam (Class A/B)	1,889.39	2,000.00	-110.61	94.5%
5012.14 · Fire Hose/Hose Packs	0.00	2,500.00	-2,500.00	0.0%
5012.15 · Vehicle Maintenance Software	1,477.00	1,701.00	-224.00	86.8%
5012.16 · Air Compressor - Station	498.85	1,320.00	-821.15	37.8%
5012.18 · 4706 Ford Ranger (2007)	17.10	1,300.00	-1,282.90	1.3%
5012.19 · SCBA's	874.79	3,280.00	-2,405.21	26.7%
5012.21 · 4701 Dodge Ram Truck 0966(2012)	2,226.87	2,800.00	-573.13	79.5%
5012.22 · 4702 Dodge Ram Truck 0965(2012)	739.75	3,500.00	-2,760.25	21.1%
5012.23 · 4705 2020Ford Exp/2021 EQ Maint	0.00	1,850.00	-1,850.00	0.0%
Total 5012 · MAINTENANCE - EQUIPMENT	102,575.25	147,417.00	-44,841.75	69.6%
5013 · MAINTENANCE - RADIOS				
5013.01 · Maintenance Contract	1,656.00	3,500.00	-1,844.00	47.3%
5013.02 · Other radio maintenance	0.00	2,000.00	-2,000.00	0.0%
Total 5013 · MAINTENANCE - RADIOS	1,656.00	5,500.00	-3,844.00	30.1%
5014 · MAINTENANCE - STRUCTURES				
5014.01 · Station 17				
Station Maintenance	15,941.68	20,075.00	-4,133.32	79.4%
Total 5014.01 · Station 17	15,941.68	20,075.00	-4,133.32	79.4%
5014.02 · HVAC Maintenance	1,385.00	2,200.00	-815.00	63.0%
5014.03 · Apparatus Bay Doors & Gates	175.00	4,900.00	-4,725.00	3.6%
5014.04 · Alarm System	1,244.50	4,521.00	-3,276.50	27.5%
5014.05 · Plymovent	0.00	1,800.00	-1,800.00	0.0%
5014.06 · Gym Equipment	0.00	1,350.00	-1,350.00	0.0%

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
 July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
5014.07 · Grounds Maintenance	247.75	3,800.00	-3,552.25	6.5%
Total 5014 · MAINTENANCE - STRUCTURES	18,993.93	38,646.00	-19,652.07	49.1%
5015 · MEDICAL SUPPLIES				
5015.01 · Disposable Supplies	323.25	3,500.00	-3,176.75	9.2%
5015.04 · Defib.maintenance	3,975.00	5,025.00	-1,050.00	79.1%
5015.05 · Multi Casualty Trailer	0.00	300.00	-300.00	0.0%
5015.07 · Narcotic Disposal	158.00	923.00	-765.00	17.1%
Total 5015 · MEDICAL SUPPLIES	4,456.25	9,748.00	-5,291.75	45.7%
5016 · MEMBERSHIP	2,207.00	3,601.00	-1,394.00	61.3%
5018 · OFFICE EXPENSE				
5018.01 · Expendable Supplies	1,600.32	2,400.00	-799.68	66.7%
5018.02 · Postage	240.79	885.00	-644.21	27.2%
5018.03 · Office Equip.& Maintenance	25,784.46	43,233.00	-17,448.54	59.6%
5018.04 · CrewSense/ WebStaff maintenance	792.00	1,200.00	-408.00	66.0%
Total 5018 · OFFICE EXPENSE	28,417.57	47,718.00	-19,300.43	59.6%
5019 · PROFESSIONAL FEES				
5019.01 · Legal Counsel	9,060.00	15,900.00	-6,840.00	57.0%
5019.02 · Auditor	10,670.00	10,450.00	220.00	102.1%
5019.07 · Actuarial Services	0.00	1,500.00	-1,500.00	0.0%
Total 5019 · PROFESSIONAL FEES	19,730.00	27,850.00	-8,120.00	70.8%
5023 · TRAINING				
5023.01 · Training Incidentals	1,734.08	2,360.00	-625.92	73.5%
5023.02 · Medical Training	732.00	4,000.00	-3,268.00	18.3%
5023.03 · HTF	8,611.00	14,351.00	-5,740.00	60.0%
5023.04 · Education	3,597.14	7,500.00	-3,902.86	48.0%
5023.05 · Workshops	0.00	4,510.00	-4,510.00	0.0%
Total 5023 · TRAINING	14,674.22	32,721.00	-18,046.78	44.8%
5025 · WORKSHOPS-MANAGEMENT				
5025.01 · Administrative	3,860.60	7,370.00	-3,509.40	52.4%
5025.02 · Chief Officers	0.00	6,550.00	-6,550.00	0.0%
5025.03 · Board Members	0.00	7,500.00	-7,500.00	0.0%
5025.04 · In House Training	3,305.00	5,855.00	-2,550.00	56.4%
5025.05 · Fire Prevention	0.00	2,000.00	-2,000.00	0.0%
Total 5025 · WORKSHOPS-MANAGEMENT	7,165.60	29,275.00	-22,109.40	24.5%
5028 · UTILITIES				
5028.01 · SDG&E	26,528.89	40,933.00	-14,404.11	64.8%
5028.02 · Telephone	1,528.14	2,500.00	-971.86	61.1%
5028.03 · Water	8,722.19	8,107.00	615.19	107.6%
5028.04 · Trash	822.80	1,312.00	-489.20	62.7%
5028.05 · Sewer	2,724.49	4,035.00	-1,310.51	67.5%
Total 5028 · UTILITIES	40,326.51	56,887.00	-16,560.49	70.9%
5030 · SPECIAL DISTRICT EXPENSE				
5030.01 · District Operations	102,829.06	7,730.00	95,099.06	1,330.3%
5030.02 · Publishing	220.50	660.00	-439.50	33.4%
5030.04 · County Admin.Fees	8,531.24	50,565.00	-42,033.76	16.9%
5030.05 · Rehab-Fire Ground Meals	5,039.08	3,000.00	2,039.08	168.0%
5030.06 · FIT Tests/HepBC/Wellness	21,945.78	33,518.00	-11,572.22	65.5%
5030.08 · LAFCO Budget	2,335.09	2,348.00	-12.91	99.5%
5030.10 · Web Site	680.00	1,020.00	-340.00	66.7%
5030.11 · Recruitment-New Hires	414.00	0.00	414.00	100.0%
5030.16 · Reimbursable expenses	2,061.84	0.00	2,061.84	100.0%
Total 5030 · SPECIAL DISTRICT EXPENSE	144,056.59	98,841.00	45,215.59	145.7%
5031 · DIRECTORS FEES	4,200.00	8,580.00	-4,380.00	49.0%
5032 · FIRE PREVENTION				
5032.01 · Public Education	191.33	4,500.00	-4,308.67	4.3%
5032.02 · Supplies	1,124.79	3,485.00	-2,360.21	32.3%
5032.03 · Classes	40.00	1,300.00	-1,260.00	3.1%
5032.04 · Mapping	852.19	1,150.00	-297.81	74.1%
Total 5032 · FIRE PREVENTION	2,208.31	10,435.00	-8,226.69	21.2%
5035 · UNCAPITALIZED EQUIPMENT				
Communications	2,105.94	3,760.00	-1,654.06	56.0%
Facilities	9,012.24	8,065.00	947.24	111.7%

ALPINE FIRE PROTECTION DISTRICT

Profit & Loss Budget vs. Actual

July 2021 through February 2022

	<u>Jul '21 - Feb 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 5035 · UNCAPITALIZED EQUIPMENT	11,118.18	11,825.00	-706.82	94.0%
5037 · CAPITAL EXP. - EQUIPMENT				
Command Vehicle	20,440.24	60,500.00	-40,059.76	33.8%
Station	0.00	35,515.00	-35,515.00	0.0%
Total 5037 · CAPITAL EXP. - EQUIPMENT	20,440.24	96,015.00	-75,574.76	21.3%
5038 · CONTINGENCY FUND	0.00	129,263.00	-129,263.00	0.0%
5039 · EMERGENCY FUND	0.00	5,000.00	-5,000.00	0.0%
5050 · INTERFUND TRANSFERS	0.00	-676,971.00	676,971.00	0.0%
5040 · FUND ACCURAL ACCOUNTS	0.00	438,945.00	-438,945.00	0.0%
Total Expense	3,849,885.05	4,506,438.00	-656,552.95	85.4%
Net Income	-129,696.92	0.00	-129,696.92	100.0%

ALPINE FIRE PROTECTION DISTRICT

Profit & Loss

03/08/22

February 2022

Accrual Basis

	Feb 22
Income	
4000 · COUNTY OF S.D.	
4000.01 · 1% Property Tax	156,991.02
4000.05 · Benefit Fee-Alpine	15,958.42
4000.06 · 1% Refunds	-1,057.56
Total 4000 · COUNTY OF S.D.	171,891.88
4002 · INTEREST INCOME	
.1 · California Bank & Trust	6.14
.3 · Investments	5,458.59
.6 · SRPL	140.99
Total 4002 · INTEREST INCOME	5,605.72
4005 · OTHER INCOME	
.01 · Plan Check	2,836.79
.04 · Other	211.49
Total 4005 · OTHER INCOME	3,048.28
Total Income	180,545.88
Expense	
5000 · SALARIES	
5000.01 · Payroll	123,266.06
5000.02 · OVERTIME	
FLSA	2,465.07
Reimbursable	1,437.96
Sick Coverage	1,016.02
Unclassified-Meetings, etc	287.09
Vacation-Holiday Coverage	10,415.97
Worker's Comp Coverage	2,400.96
Total 5000.02 · OVERTIME	18,023.07
Total 5000 · SALARIES	141,289.13
5002 · EMPLOYEE BENEFITS	
5002.01 · Educational Incentive	1,040.68
5002.02 · Vacation/Sick Leave Expense	145.62
5002.03 · Medicare / Employer Exp	1,982.21
5002.04 · Retirement - Pers	23,018.76
5002.4a · Retirement UAL Payments	500,000.00
5002.05 · Group Medical Ins	27,380.86
5002.06 · Life Insurance	431.79
5002.07 · LTD Insurance	479.06
5002.08 · Social Security(Employer)	31.00
5002.09 · Payroll Expenses	0.00
5002.10 · Retirement 401 (a)	227.50
Total 5002 · EMPLOYEE BENEFITS	554,737.48
5007 · CLOTHING	
5007.01 · Uniforms	
Uniforms	818.68
Total 5007.01 · Uniforms	818.68
5007.03 · Turn Outs/Helmets	2,646.50
Total 5007 · CLOTHING	3,465.18
5008 · COMMUNICATION	
5008.01 · HCFA ,RCS - Internet	1,146.23
5008.03 · Mobile Data Terminals	483.95
Total 5008 · COMMUNICATION	1,630.18
5009 · PASIS (Workers Comp)	

ALPINE FIRE PROTECTION DISTRICT

Profit & Loss

February 2022

03/08/22

Accrual Basis

	Feb 22
5009.02 · Claim Related	3,263.44
Total 5009 · PASIS (Workers Comp)	3,263.44
5010 · HOUSEHOLD	1,057.88
5011 · FAIRA	265.70
5012 · MAINTENANCE - EQUIPMENT	
5012.01 · E17 KME (2015)	11,560.72
5012.07 · Generator	547.00
5012.11 · Misc.Equipment	10.00
5012.12 · Fuel	3,000.87
5012.13 · Foam (Class A/B)	1,091.29
Total 5012 · MAINTENANCE - EQUIPMENT	16,209.88
5013 · MAINTENANCE - RADIOS	
5013.01 · Maintenance Contract	207.00
Total 5013 · MAINTENANCE - RADIOS	207.00
5014 · MAINTENANCE - STRUCTURES	
5014.01 · Station 17	
Station Maintenance	454.51
Total 5014.01 · Station 17	454.51
5014.02 · HVAC Maintenance	300.00
5014.04 · Alarm System	317.71
Total 5014 · MAINTENANCE - STRUCTURES	1,072.22
5018 · OFFICE EXPENSE	
5018.01 · Expendable Supplies	275.77
5018.03 · Office Equip.& Maintenance	2,553.12
5018.04 · CrewSense/ WebStaff maintenance	99.00
Total 5018 · OFFICE EXPENSE	2,927.89
5019 · PROFESSIONAL FEES	
5019.01 · Legal Counsel	915.00
Total 5019 · PROFESSIONAL FEES	915.00
5025 · WORKSHOPS-MANAGEMENT	
5025.01 · Administrative	925.64
Total 5025 · WORKSHOPS-MANAGEMENT	925.64
5028 · UTILITIES	
5028.01 · SDG&E	3,306.75
5028.02 · Telephone	187.34
5028.03 · Water	287.88
5028.04 · Trash	100.60
Total 5028 · UTILITIES	3,882.57
5030 · SPECIAL DISTRICT EXPENSE	
5030.01 · District Operations	98,851.26
5030.04 · County Admin.Fees	551.44
5030.06 · FIT Tests/HepBC/Wellness	1,919.31
5030.10 · Web Site	85.00
5030.11 · Recruitment-New Hires	274.00
5030.16 · Reimbursable expenses	0.00
Total 5030 · SPECIAL DISTRICT EXPENSE	101,681.01
5031 · DIRECTORS FEES	500.00
5032 · FIRE PREVENTION	
5032.02 · Supplies	300.00

ALPINE FIRE PROTECTION DISTRICT

Profit & Loss

February 2022

	<u>Feb 22</u>
Total 5032 · FIRE PREVENTION	<u>300.00</u>
Total Expense	<u>834,330.20</u>
Net Income	<u><u>-653,784.32</u></u>

ALPINE FIRE PROTECTION DISTRICT
Current Month Expenses
 February 2022

	Date	Num	Name	Memo	Split	Amount
5000 · SALARIES						
Total 5000.01 · Payroll						123,266.06
5000.02 · OVERTIME						
Total FLSA						2,465.07
Total Reimbursable						1,437.96
Total Sick Coverage						1,016.02
Total Unclassified-Meetings, etc						287.09
Total Vacation-Holiday Coverage						10,415.97
Total Worker's Comp Coverage						2,400.96
Total 5000.02 · OVERTIME						18,023.07
Total 5000 · SALARIES						141,289.13
5002 · EMPLOYEE BENEFITS						
Total 5002.01 · Educational Incentive						1,040.68
Total 5002.02 · Vacation/Sick Leave Expense						145.62
5002.03 · Medicare / Employer Exp						
Total 5002.03 · Medicare / Employer Exp						1,982.21
Total 5002.04 · Retirement - Pers						23,018.76
5002.4a · Retirement UAL Payments						
	02/07/2022	16689289	CALPers - Defined Benefit Plans	UAL: Per Bond Agreement Unfunded Actuarial Liability Rate Plan 959 (Safety 3%@50 Classic) FY 21/22	2000 · Accounts Payable	500,000.00
Total 5002.4a · Retirement UAL Payments						500,000.00
Total 5002.05 · Group Medical Ins						27,380.86
Total 5002.06 · Life Insurance						431.79
Total 5002.07 · LTD Insurance						479.06
Total 5002.08 · Social Security(Employer)						31.00
5002.09 · Payroll Expenses						
	02/14/2022		QuickBooks Payroll Service	Fee for 1 direct deposit(s) at \$1.75 each	1001.07 · CB&T Checking - 8473	1.75
	02/15/2022				2100.10 · Misc Deductions	-1.75
	02/24/2022		QuickBooks Payroll Service	Fee for 1 direct deposit(s) at \$1.75 each	1001.07 · CB&T Checking - 8473	1.75
	02/28/2022				2100.10 · Misc Deductions	-1.75
Total 5002.09 · Payroll Expenses						0.00
Total 5002.10 · Retirement 401 (a)						227.50
Total 5002 · EMPLOYEE BENEFITS						554,737.48
5007 · CLOTHING						
5007.01 · Uniforms						
Uniforms						
	02/25/2022	IN1681578	MUNICIPAL EMERGENCY SERVICES INC	Uniforms for Setter and Smith	2000 · Accounts Payable	818.68
Total Uniforms						818.68
Total 5007.01 · Uniforms						818.68
5007.03 · Turn Outs/Helmets						
	02/08/2022	VJS0208-2022	VIEJAS TRIBAL GOVERNMENT	Turnouts for Kyle Setter	2000 · Accounts Payable	1,200.00
	02/17/2022	3866	SOCAL PPE	12 turnout cleaning, inspection and repair	2000 · Accounts Payable	1,446.50
Total 5007.03 · Turn Outs/Helmets						2,646.50
Total 5007 · CLOTHING						3,465.18
5008 · COMMUNICATION						
5008.01 · HCFA ,RCS - Internet						
	02/01/2022	22ALPFPDN07	COUNTYSD-REGIONAL COMM SYS	FY21/22: 23 Fire radios @ 28.50 2022/01	2000 · Accounts Payable	655.50

ALPINE FIRE PROTECTION DISTRICT
Current Month Expenses
February 2022

	Date	Num	Name	Memo	Split	Amount
	02/01/2022	22ALPFC07	COUNTYSYD-REGIONAL COMM SYS	FY21/22: 6 CAP Code for paging @ 2.50 each 2022/01	2000 · Accounts Payable	15.00
	02/11/2022	2/9-3/8/22	COX COMMUNICATIONS	Internet 2/9-3/8/22	2000 · Accounts Payable	149.00
	02/14/2022	ESO-73048	ESO SOLUTIONS, INC	EHR CAD Integration 3/8/2022-3/7/2023	2000 · Accounts Payable	326.73
Total 5008.01 · HCFA ,RCS - Internet						1,146.23
5008.03 · Mobile Data Terminals						
	02/01/2022	9898598359	VERIZON WIRELESS	Acct -0007: MDC -0716, -0149, -4314 (4702), -4787 (4701)	2000 · Accounts Payable	228.06
	02/01/2022	989859358	VERIZON WIRELESS	Acct -0007: MDC -0716, -0149, -4314 (4702), -4787 (4701)	2000 · Accounts Payable	255.89
Total 5008.03 · Mobile Data Terminals						483.95
Total 5008 · COMMUNICATION						1,630.18
5009 · PASIS (Workers Comp)						
Total 5009.02 · Claim Related						3,263.44
Total 5009 · PASIS (Workers Comp)						3,263.44
5010 · HOUSEHOLD						
	02/18/2022	80684563	WAXIE SANITARY SUPPLY	Household Supplies	2000 · Accounts Payable	1,009.04
	02/18/2022	80682598	WAXIE SANITARY SUPPLY	Household Supplies	2000 · Accounts Payable	48.84
Total 5010 · HOUSEHOLD						1,057.88
5011 · FAIRA						
	02/22/2022	2021-08D	FAIRA	Deductible Adj Inc. 10/19/2021	2000 · Accounts Payable	265.70
Total 5011 · FAIRA						265.70
5012 · MAINTENANCE - EQUIPMENT						
5012.01 · E17 KME (2015)						
	02/23/2022	7753	NORTH COUNTY EVS INC	Replacements, Service, Safety Inspec.	2000 · Accounts Payable	11,540.08
	02/24/2022	38298/1	ACE HARDWARE INC	Parts for E17	2000 · Accounts Payable	20.64
Total 5012.01 · E17 KME (2015)						11,560.72
5012.07 · Generator						
	02/08/2022	05519-2005-RI-2022	COUNTYSYD-AIRPOLLUTION	Permit to operate 03/2022-03/2023	2000 · Accounts Payable	547.00
Total 5012.07 · Generator						547.00
5012.11 · Misc.Equipment						
	02/07/2022	38106/1	ACE HARDWARE INC	Chainsaw Chain - Utility Chainsaw	2000 · Accounts Payable	10.00
Total 5012.11 · Misc.Equipment						10.00
5012.12 · Fuel						
	02/02/2022	S125119	DION & SONS	Diesel Fuel gals 600.10@ \$3.764	2000 · Accounts Payable	2,258.78
	02/02/2022	S125119	DION & SONS	Environmental Compliance Fee	2000 · Accounts Payable	9.50
	02/02/2022	S125119	DION & SONS	Fuel Surcharge	2000 · Accounts Payable	11.95
	02/02/2022	S125119	DION & SONS	SD County 7.75%	2000 · Accounts Payable	176.76
	02/02/2022	S125119	DION & SONS	Diesel Tax 5.75%	2000 · Accounts Payable	129.91
	02/02/2022	S125119	DION & SONS	State Highway Use Tax	2000 · Accounts Payable	233.44
	02/02/2022	S125119	DION & SONS	Federal Excise tax diesel	2000 · Accounts Payable	0.60
	02/02/2022	S125119	DION & SONS	Fed Excise tax & gas tax credit	2000 · Accounts Payable	0.00
	02/04/2022	202991	COUNTYSYD-FUEL	XR2022 (4705) (16.2gals unleaded @ \$4.068 gal) 2022/02	2000 · Accounts Payable	65.90
	02/25/2022	78914188	WEX	4701: 23.97 gal @ 4.99 2022/02	2000 · Accounts Payable	119.85
	02/25/2022	78914188	WEX	Fed Gas tax \$5.82 & Fed Diesel tax \$0	2000 · Accounts Payable	-5.82
Total 5012.12 · Fuel						3,000.87
5012.13 · Foam (Class A/B)						
	02/09/2022	IN1675207	MUNICIPAL EMERGENCY SERVICES INC	Class A Foam Phos Check 5Gal Pal	2000 · Accounts Payable	1,091.29
Total 5012.13 · Foam (Class A/B)						1,091.29

ALPINE FIRE PROTECTION DISTRICT
Current Month Expenses
 February 2022

	Date	Num	Name	Memo	Split	Amount
Total 5012 · MAINTENANCE - EQUIPMENT						16,209.88
5013 · MAINTENANCE - RADIOS						
5013.01 · Maintenance Contract						
	02/02/2022	INV711382	DAY WIRELESS SYSTEMS	2022/02	2000 · Accounts Payable	207.00
Total 5013.01 · Maintenance Contract						207.00
Total 5013 · MAINTENANCE - RADIOS						207.00
5014 · MAINTENANCE - STRUCTURES						
5014.01 · Station 17						
Station Maintenance						
	02/22/2022	13130	BAJ BACKFLOW & PLUMBING	Backflow test x 4 stations @ 75.00 each (annual)	2000 · Accounts Payable	300.00
	02/24/2022	38300/1	ACE HARDWARE INC	Ice Machine Parts	2000 · Accounts Payable	100.26
	02/24/2022	38304/1	ACE HARDWARE INC	Ice Machine Parts	2000 · Accounts Payable	78.60
	02/28/2022	38343/1	ACE HARDWARE INC	Ice Machine Part	2000 · Accounts Payable	1.50
	02/28/2022	38342/1	ACE HARDWARE INC	Return parts for Ice Machine	2000 · Accounts Payable	-25.85
Total Station Maintenance						454.51
Total 5014.01 · Station 17						454.51
5014.02 · HVAC Maintenance						
	02/28/2022	22-5000	PACIFIC HVAC SERVICE	Qrtly Maintenance	2000 · Accounts Payable	300.00
Total 5014.02 · HVAC Maintenance						300.00
5014.04 · Alarm System						
	02/01/2022	22750971	JOHNSON CONTROLS	Annual sprinkler test and inspection 3/1/2018 - 2/28/2023 2022/02	2000 · Accounts Payable	282.71
	02/02/2022	22750953	JOHNSON CONTROLS	Fire alarm system MONITORING 5/1/2017 - 4/30/2022 2022/02	2000 · Accounts Payable	35.00
Total 5014.04 · Alarm System						317.71
Total 5014 · MAINTENANCE - STRUCTURES						1,072.22
5018 · OFFICE EXPENSE						
5018.01 · Expendable Supplies						
	02/02/2022	20600	PINHERO, DEBBIE A	1099 Tax Form Kit 1/24/2022	1001.07 · CB&T Checking - 8473	14.00
	02/06/2022	16P9-RPF9-1KHW	Amazon	Wireless Mouse for DP	2000 · Accounts Payable	18.31
	02/28/2022	11611468	CALIFORNIA CHAMBER OF COMMERCE	HR Quick Guide, CA Labor Law Poster, Required Pamphlets Kit	CalCard (Debbie Pinhero -5683)	243.46
Total 5018.01 · Expendable Supplies						275.77
5018.03 · Office Equip.& Maintenance						
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Managed Workstations: NOC Agent (10 comps @ \$45 - anti virus; logmein; MS updates) 2022/01	2000 · Accounts Payable	450.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Next Gen Endpoint Security	2000 · Accounts Payable	120.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Managed Server 1	2000 · Accounts Payable	250.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Managed VMware 1	2000 · Accounts Payable	50.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Next Gen Endpoint Security	2000 · Accounts Payable	24.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Office 365 Management	2000 · Accounts Payable	150.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	On premise BDR Solution	2000 · Accounts Payable	128.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Cloud Premium - Tier 3	2000 · Accounts Payable	140.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Site Support - remote and onsite	2000 · Accounts Payable	150.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Vendor Management	2000 · Accounts Payable	150.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Breach Prevention Platform	2000 · Accounts Payable	50.00
	02/01/2022	17537	EXCEDEO - IT SUPPORT PROS	Sales tax	2000 · Accounts Payable	9.92
	02/15/2022	RI105219053	FP MAILING SOLUTIONS	PostBase High Ink Cartridge set \$126.00 + 23.23 shipping, tax	2000 · Accounts Payable	149.23

ALPINE FIRE PROTECTION DISTRICT
Current Month Expenses
 February 2022

	Date	Num	Name	Memo	Split	Amount
	02/18/2022	465672756	USBANK (COPIER LEASE)	Sharp lease, 2/15-3/15/22	2000 · Accounts Payable	439.48
	02/18/2022	465672756	USBANK (COPIER LEASE)	Sales and use tax	2000 · Accounts Payable	34.07
	02/18/2022	465672756	USBANK (COPIER LEASE)	Overage	2000 · Accounts Payable	145.76
	02/18/2022	465672756	USBANK (COPIER LEASE)	Overage Sales and use tax	2000 · Accounts Payable	11.30
	02/21/2022	3787	ADOBE INC.	Monthly Membership	CalCard (Debbie Pinhero -5683)	12.99
	02/28/2022	17654	EXCEDEO - IT SUPPORT PROS_GOODS	SSD for AP-FT-9273VNY	2000 · Accounts Payable	88.37
Total 5018.03 · Office Equip.& Maintenance						2,553.12
5018.04 · CrewSense/ WebStaff maintenance						
	02/08/2022	INV40979	CREWSENSE LLC	2021/02--2022/03	2000 · Accounts Payable	99.00
Total 5018.04 · CrewSense/ WebStaff maintenance						99.00
Total 5018 · OFFICE EXPENSE						2,927.89
5019 · PROFESSIONAL FEES						
5019.01 · Legal Counsel						
	02/28/2022	21905	FITCH LAW FIRM	District business: \$150.00 x 6.1 hrs: 2022/02	2000 · Accounts Payable	915.00
Total 5019.01 · Legal Counsel						915.00
Total 5019 · PROFESSIONAL FEES						915.00
5025 · WORKSHOPS-MANAGEMENT						
5025.01 · Administrative						
	02/04/2022	2615	GOVERNMENT FINANCE OFFICERS ASSOC-GFOA	D.Pinhero:	CalCard (Debbie Pinhero -5683)	30.00
	02/08/2022	3/9/2022	AFSS-SOUTHERN DIVISION	ED: Quarterly Meeting	2000 · Accounts Payable	30.00
	02/08/2022	3/9/2022	AFSS-SOUTHERN DIVISION	DP: Quarterly Meeting	2000 · Accounts Payable	30.00
	02/15/2022	6590	TOWN AND COUNTRY	CSMFO Conference D.Pinhero Parking	CalCard (Debbie Pinhero -5683)	22.00
	02/15/2022	4504	TOWN AND COUNTRY	CSMFO Conference D.Pinhero Lunch	CalCard (Debbie Pinhero -5683)	19.64
	02/16/2022	5534	TOWN AND COUNTRY	CSMFO Conference D.Pinhero Parking	CalCard (Debbie Pinhero -5683)	22.00
	02/17/2022	7197	TOWN AND COUNTRY	CSMFO Conference D.Pinhero Parking	CalCard (Debbie Pinhero -5683)	22.00
	02/22/2022	2245/2244	AFSS NORTH	AFSS Educ Forum 2022 Reg - Debbie	2000 · Accounts Payable	375.00
	02/22/2022	2245/2244	AFSS NORTH	AFSS Educ Forum 2022 Reg - Erin	2000 · Accounts Payable	375.00
Total 5025.01 · Administrative						925.64
Total 5025 · WORKSHOPS-MANAGEMENT						925.64
5028 · UTILITIES						
5028.01 · SDG&E						
	02/08/2022	90325928213 2022/0/	SDG&E	12/7/21-1/5/22: 235 Therms (32.3% decrease over prior month, 14.2% decrease over prior year)	2000 · Accounts Payable	396.62
	02/08/2022	90325906219 2022/0/	SDG&E	Electric 1/6-2/4/22 8615 kWh (4.3% decrease over prior month, 3.9% increase over prior year)	2000 · Accounts Payable	2,910.13
Total 5028.01 · SDG&E						3,306.75
5028.02 · Telephone						
	02/01/2022	294252	ESI_Estech Systems	2022/02	2000 · Accounts Payable	187.34
Total 5028.02 · Telephone						187.34
5028.03 · Water						
	02/18/2022	11561843 1/17-2/14	PADRE DAM (1364 TAVERN)	86831501 Commercial: 14 units (=2 units usage from prior month)	2000 · Accounts Payable	214.48
	02/18/2022	11561843 1/17-2/14	PADRE DAM (1364 TAVERN)	9478671 Irrigation: 0 units (= -18 units usage from prior month)	2000 · Accounts Payable	0.00
	02/18/2022	11561843 1/17-2/14	PADRE DAM (1364 TAVERN)	Fire Sprinklers 1/18-2/15	2000 · Accounts Payable	73.40
Total 5028.03 · Water						287.88
5028.04 · Trash						

ALPINE FIRE PROTECTION DISTRICT
Current Month Expenses
 February 2022

	Date	Num	Name	Memo	Split	Amount
	02/01/2022	5899494-1584-0	WASTE MANAGEMENT	1 x 3yd (reg charge \$59.06) 2022/2	2000 · Accounts Payable	59.06
	02/01/2022	5899494-1584-0	WASTE MANAGEMENT	1.5yd dumpster recycle (reg charge 41.54) 2022/2	2000 · Accounts Payable	41.54
Total 5028.04 · Trash						100.60
Total 5028 · UTILITIES						3,882.57
5030 · SPECIAL DISTRICT EXPENSE						
5030.01 · District Operations						
	02/08/2022	1480	ANNUVIA	CPR Cards	CalCard (Greg O'Gorman -1955)	33.62
	02/09/2022			Bond Issuance Fees	2500.12 · Capital One UAL Bond Issue	98,800.00
	02/14/2022	6109	THE TOLL ROADS OF OC	BBoggeln: 4701 Meeting	CalCard (Brian Boggeln -1835)	17.64
Total 5030.01 · District Operations						98,851.26
5030.04 · County Admin.Fees						
	02/14/2022		COUNTY OF SAN DIEGO 1%	Apport.#7 Supplemental Admin Cost	4000.01 · 1% Property Tax	551.44
Total 5030.04 · County Admin.Fees						551.44
Total 5030.06 · FIT Tests/HepBC/Wellness						1,919.31
5030.10 · Web Site						
	02/01/2022	5CF0ACE6-0015	STREAMLINE	02/01-03/01/2022	2000 · Accounts Payable	85.00
Total 5030.10 · Web Site						85.00
5030.11 · Recruitment-New Hires						
	02/01/2022	12627	A MATTER OF FACT	K.Setter: Background recruitment	2000 · Accounts Payable	242.00
	02/03/2022	561777	DEPT OF JUSTICE	K. Setter: Finger Printing	2000 · Accounts Payable	32.00
Total 5030.11 · Recruitment-New Hires						274.00
5030.16 · Reimbursable expenses						
Total 5030.16 · Reimbursable expenses						0.00
Total 5030 · SPECIAL DISTRICT EXPENSE						101,681.01
5031 · DIRECTORS FEES						
Total 5031 · DIRECTORS FEES						500.00
5032 · FIRE PREVENTION						
5032.02 · Supplies						
	02/02/2022	2013380122	FIRST AMERICAN DATA TREE, LLC	Annual Contract Property Report (Payment 3 of 12)	2000 · Accounts Payable	150.00
	02/28/2022	20133840222	FIRST AMERICAN DATA TREE, LLC	Annual Contract Property Report (Payment 4 of 12)	2000 · Accounts Payable	150.00
Total 5032.02 · Supplies						300.00
Total 5032 · FIRE PREVENTION						300.00
TOTAL						834,330.20

ALPINE FIRE PROTECTION DISTRICT Profit & Loss Prev Year Comparison

February 2022

	Feb 22	Feb 21	\$ Change
Income			
4000 · COUNTY OF S.D.			
4000.01 · 1% Property Tax	156,991.02	132,570.61	24,420.41
4000.02 · Interest-General Fund	0.00	1,126.33	-1,126.33
4000.04 · Interest-Mitigation Fund	0.00	126.34	-126.34
4000.05 · Benefit Fee-Alpine	15,958.42	12,298.93	3,659.49
4000.06 · 1% Refunds	-1,057.56	-519.22	-538.34
Total 4000 · COUNTY OF S.D.	171,891.88	145,602.99	26,288.89
4002 · INTEREST INCOME			
.1 · California Bank & Trust	6.14	11.34	-5.20
.3 · Investments	5,458.59	6,214.76	-756.17
.6 · SRPL	140.99	140.99	0.00
Total 4002 · INTEREST INCOME	5,605.72	6,367.09	-761.37
4005 · OTHER INCOME			
.01 · Plan Check	2,836.79	1,792.75	1,044.04
.04 · Other	211.49	1,681.73	-1,470.24
.11 · Vehicle Reimbursements	0.00	1,380.00	-1,380.00
Total 4005 · OTHER INCOME	3,048.28	4,854.48	-1,806.20
Total Income	180,545.88	156,824.56	23,721.32
Expense			
5003 · GRANT EXPENSES			
5003.04 · CountySD SHGP 2019	0.00	661.89	-661.89
Total 5003.04 · CountySD	0.00	661.89	-661.89
Total 5003 · GRANT EXPENSES	0.00	661.89	-661.89
5000 · SALARIES			
5000.01 · Payroll	123,266.06	134,258.43	-10,992.37
5000.02 · OVERTIME			
Critical Weather	0.00	29.76	-29.76
FLSA	2,465.07	2,519.42	-54.35
Reimbursable	1,437.96	0.00	1,437.96
Sick Coverage	1,016.02	1,452.96	-436.94
Strike Team	0.00	35,700.37	-35,700.37
Training	0.00	466.48	-466.48
Unclassified-Meetings, etc	287.09	47.09	240.00
Vacation-Holiday Coverage	10,415.97	8,879.61	1,536.36
Worker's Comp Coverage	2,400.96	10,637.40	-8,236.44
Total 5000.02 · OVERTIME	18,023.07	59,733.09	-41,710.02
Total 5000 · SALARIES	141,289.13	193,991.52	-52,702.39
5002 · EMPLOYEE BENEFITS			
5002.01 · Educational Incentive	1,040.68	910.72	129.96
5002.02 · Vacation/Sick Leave Expense	145.62	0.00	145.62
5002.03 · Medicare / Employer Exp	1,982.21	2,695.25	-713.04
5002.04 · Retirement - Pers	23,018.76	17,436.55	5,582.21
5002.4a · Retirement UAL Payments	500,000.00	0.00	500,000.00
5002.05 · Group Medical Ins	27,380.86	23,182.92	4,197.94
5002.06 · Life Insurance	431.79	162.00	269.79
5002.07 · LTD Insurance	479.06	358.18	120.88
5002.08 · Social Security(Employer)	31.00	161.87	-130.87
5002.09 · Payroll Expenses	0.00	0.00	0.00
5002.10 · Retirement 401 (a)	227.50	250.50	-23.00
Total 5002 · EMPLOYEE BENEFITS	554,737.48	45,157.99	509,579.49
5007 · CLOTHING			
5007.01 · Uniforms Uniforms	818.68	0.00	818.68
Total 5007.01 · Uniforms	818.68	0.00	818.68
5007.03 · Turn Outs/Helmets	2,646.50	1,901.00	745.50
Total 5007 · CLOTHING	3,465.18	1,901.00	1,564.18
5008 · COMMUNICATION			
5008.01 · HCFA ,RCS - Internet	1,146.23	1,136.71	9.52
5008.02 · Mobile Communications	0.00	167.00	-167.00
5008.03 · Mobile Data Terminals	483.95	209.90	274.05

ALPINE FIRE PROTECTION DISTRICT Profit & Loss Prev Year Comparison

February 2022

	Feb 22	Feb 21	\$ Change
5008.06 · IPAD	0.00	21.37	-21.37
Total 5008 · COMMUNICATION	1,630.18	1,534.98	95.20
5009 · PASIS (Workers Comp)			
5009.02 · Claim Related	3,263.44	2,198.32	1,065.12
Total 5009 · PASIS (Workers Comp)	3,263.44	2,198.32	1,065.12
5010 · HOUSEHOLD	1,057.88	0.00	1,057.88
5011 · FAIRA	265.70	0.00	265.70
5012 · MAINTENANCE - EQUIPMENT			
5012.01 · E17 KME (2015)	11,560.72	211.63	11,349.09
5012.02 · E217 KME (2002)	0.00	3,128.92	-3,128.92
5012.03 · B217 International (2002)	0.00	4.30	-4.30
5012.3B · B17 Hi-Tech (2019)	0.00	4,544.63	-4,544.63
5012.07 · Generator	547.00	0.00	547.00
5012.08 · SCBA - Compressor	0.00	1,199.21	-1,199.21
5012.11 · Misc.Equipment	10.00	0.00	10.00
5012.12 · Fuel	3,000.87	639.73	2,361.14
5012.13 · Foam (Class A/B)	1,091.29	743.48	347.81
Total 5012 · MAINTENANCE - EQUIPMENT	16,209.88	10,471.90	5,737.98
5013 · MAINTENANCE - RADIOS			
5013.01 · Maintenance Contract	207.00	237.00	-30.00
Total 5013 · MAINTENANCE - RADIOS	207.00	237.00	-30.00
5014 · MAINTENANCE - STRUCTURES			
5014.01 · Station 17			
Station Maintenance	454.51	520.62	-66.11
Grounds Maintenance	0.00	852.78	-852.78
Total 5014.01 · Station 17	454.51	1,373.40	-918.89
5014.02 · HVAC Maintenance	300.00	0.00	300.00
5014.04 · Alarm System	317.71	805.94	-488.23
Total 5014 · MAINTENANCE - STRUCTURES	1,072.22	2,179.34	-1,107.12
5015 · MEDICAL SUPPLIES			
5015.01 · Disposable Supplies	0.00	476.39	-476.39
Total 5015 · MEDICAL SUPPLIES	0.00	476.39	-476.39
5016 · MEMBERSHIP	0.00	145.00	-145.00
5018 · OFFICE EXPENSE			
5018.01 · Expendable Supplies	275.77	49.55	226.22
5018.03 · Office Equip.& Maintenance	2,553.12	2,467.52	85.60
5018.04 · CrewSense/ WebStaff maintenance	99.00	99.00	0.00
Total 5018 · OFFICE EXPENSE	2,927.89	2,616.07	311.82
5019 · PROFESSIONAL FEES			
5019.01 · Legal Counsel	915.00	1,566.62	-651.62
Total 5019 · PROFESSIONAL FEES	915.00	1,566.62	-651.62
5025 · WORKSHOPS-MANAGEMENT			
5025.01 · Administrative	925.64	0.00	925.64
5025.02 · Chief Officers	0.00	75.00	-75.00
Total 5025 · WORKSHOPS-MANAGEMENT	925.64	75.00	850.64
5028 · UTILITIES			
5028.01 · SDG&E	3,306.75	2,464.88	841.87
5028.02 · Telephone	187.34	196.53	-9.19
5028.03 · Water	287.88	898.59	-610.71
5028.04 · Trash	100.60	247.43	-146.83
Total 5028 · UTILITIES	3,882.57	3,807.43	75.14
5030 · SPECIAL DISTRICT EXPENSE			
5030.01 · District Operations	98,851.26	188.01	98,663.25
5030.04 · County Admin.Fees	551.44	359.97	191.47
5030.06 · FIT Tests/HepBC/Wellness	1,919.31	0.00	1,919.31
5030.10 · Web Site	85.00	85.00	0.00
5030.11 · Recruitment-New Hires	274.00	0.00	274.00
5030.16 · Reimbursable expenses	0.00	0.00	0.00

**ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Prev Year Comparison**

February 2022

	Feb 22	Feb 21	\$ Change
Total 5030 · SPECIAL DISTRICT EXPENSE	101,681.01	632.98	101,048.03
5031 · DIRECTORS FEES	500.00	1,000.00	-500.00
5032 · FIRE PREVENTION			
5032.01 · Public Education	0.00	1,668.69	-1,668.69
5032.02 · Supplies	300.00	0.00	300.00
Total 5032 · FIRE PREVENTION	300.00	1,668.69	-1,368.69
5037 · CAPITAL EXP. - EQUIPMENT			
Command Vehicle	0.00	918.29	-918.29
Total 5037 · CAPITAL EXP. - EQUIPMENT	0.00	918.29	-918.29
Total Expense	834,330.20	271,240.41	563,089.79
Net Income	-653,784.32	-114,415.85	-539,368.47

**ALPINE FIRE PROTECTION DISTRICT
CASH FLOW STATEMENT**

As of
02/28/2022

FUND STATUS - UNASSIGNED & REVOLVING

1000.01	County SD General Fund (Revolving cash account)	\$	2,049,475.65
1001.01	California Bank & Trust (Revolving cash account) closed	\$	-
1001.07	California Bank & Trust (Revolving cash account) 8473	\$	68,782.49
1101.06	California Bank & Trust (Money Mkt - General business saving)	\$	52,812.63
1002.01	LAIF (General)	\$	1,064.35
1002.06	Petty Cash (Imprest account)	\$	76.00
1002.65	Change Account	\$	100.00
1499	Undeposited Funds	\$	-
		\$	2,172,311.12

***Apportionment Schedule: 11/16=2%; 12/14=38%; 1/18=10%; 2/15=5%; 3/22=31%; 4/19=9%; 5/24=1%; 6/21=2%; 7/21=2%*

FUND STATUS - ASSIGNED

1000.01	County of SD General Fund - Assigned for Capital Projects	\$	98,500.00
1000.02	County of SD Mitigation Fund - Mitigation Fund	\$	54,808.30
1001.04	California Bank & Trust - Workers Compensation checking	\$	18,777.59
1101.06	California Bank & Trust (Money Mkt - Assigned Equipment (09))	\$	38,600.00
	California Bank & Trust (Money Mkt - Assigned Building (08))	\$	90,000.00
	California Bank & Trust (Money Mkt - Assigned Cap Veh Rep Fund (OES))	\$	149,091.49
	California Bank & Trust (Money Mkt - Assigned Equipment Replacement/ Capital Building)	\$	63,580.00
1002.01	LAIF (SRPL Powerlink Mitigation Funds)	\$	5,417.55
1002.02	PASIS LAIF - Risk Pool Deposit Workers Compensation	\$	-
1002.10	Multi Bank Securities - Investment account - Market Value Fluctuation	\$	468.27
1002.13	Comerica Securities - Investment account - Market Value Fluctuation	\$	(49,274.00)
	Comerica Securities - Investment account - Money Market	\$	59,139.80
1002.14	Comerica Securities - Assigned (SRPL Sunrise Powerlink Mitigation Funds)	\$	287,000.00
1002.14	Comerica Securities - SRPL - Money Market for reinvestment	\$	7,099.50
1002.14	Comerica Securities - SRPL - Market Value Fluctuation	\$	(20,390.62)
1002.16	US Bank - Investment Account (Assigned UAL)	\$	7,110.00
1101.09	CB&T Savings (Trust account / Grants)	\$	500.53
		\$	810,428.41

* Mitigation funds can only be used for capital expenditures, i.e.: Fire Station, additional Apparatus (not replacements), etc. New building fees, not property taxes generate these funds.

**ALPINE FIRE PROTECTION DISTRICT
CASH FLOW STATEMENT**

As of
02/28/2022

FUND STATUS - COMMITTED/ASSIGNED - (RESOLUTION 21/22-04)

1000.01.1	County SD General Fund: Committed - Capital Apparatus Fund	\$	225,840.35
	County SD General Fund: Committed - Vacation Sick Liability	\$	120,000.00
	County SD General Fund: Committed - CalPers Unfunded Actuarial Liability	\$	100,000.00
1000.02.1	County SD Mitigation Fund: Committed & Assigned - Capital Apparatus Fund	\$	117,958.03
1101.06	California Bank & Trust (Money Mkt - Committed - Capital Apparatus 21/22)	\$	418.03
1002.01	LAIF: Committed Funds	\$	764,258.01
1002.02	PASIS LAIF: Committed - Risk Pool Deposit Workers Compensation	\$	516,195.34
1002.10	Multi Bank Securities: Committed - CalPERS Unfunded Liability	\$	99,000.00
1002.13	Comerica Securities Inc Committed - Economic Stability Fund	\$	1,000,000.00
	Comerica Securities Inc Committed - CalPers Unfunded Liability	\$	517,843.75
	Comerica Securities Inc Committed - Capital Building Fund	\$	171,646.47
	Comerica Securities Inc Committed - OPEB (retiree health)	\$	20,000.00
	Comerica Securities Inc Committed - Equipment Replacement Fund	\$	138,141.92
	Comerica Securities Inc Committed - Capital Appartus Fund	\$	<u>65,305.30</u>
		\$	3,856,607.20
Y:\Financial Reports\Cash Flow Reports\2022			
		\$	6,839,346.73
	Total Current Assets	\$	8,915,431.87
	Accounts Receivable	\$	2,076,085.14
		\$	213,411.14
	Receivables	\$	1,862,674.00
	Deferred Outflows of Resources	\$	1,862,674.00

* Mitigation funds can only be used for capital expenditures, i.e.: Fire Station, additional Apparatus (not replacements), etc. New building fees, not property taxes generate these funds.

Portfolio Analysis

2/28/2022

Total cost of accounts (cash value)	\$3,606,872.80
Value of accounts (market value)	\$3,570,689.54
Unrealized gain/loss \$ (market v - cash v)	(\$36,183.26)
Unrealized gain/loss %	-1.00%
Average earning % CD	1.85%

Investment Name	Broker/Dealer	CUSIP	Maturity Date	Term in Months	Interest Rate	Quantity	Purchase Price Per Unit	Total Cost (Purchase Price)	Market Price	Market Value	Gain/Loss (\$)	Gain/Loss (%)
American Express Bk (CD)	MBS	02587DM70	11/28/2021	60	2.05%	990	\$ 100.00	\$ 99,000.00	\$ 100.47	\$ 99,468.27	\$ 468.27	0.47%
Wells Fargo Bk (CD)	Comerica	949763FE1	3/1/2022	60	2.30%	1000	\$ 100.00	\$ 100,000.00	\$ 100.01	\$ 100,006.00	\$ 6.00	0.01%
Capital One Bank (CD)	Comerica	14042RFS5	5/17/2022	60	2.40%	1130	\$ 100.00	\$ 113,000.00	\$ 100.47	\$ 113,534.49	\$ 534.49	0.47%
Crossfirst Bk (CD)	Comerica	22766ABR5	9/22/2022	60	2.00%	1140	\$ 100.00	\$ 114,000.00	\$ 100.84	\$ 114,962.16	\$ 962.16	0.84%
Farmers & Merchants (CD)	Comerica	308862CE9	12/12/2022	120	1.96%	1250	\$ 100.00	\$ 125,000.00	\$ 100.32	\$ 125,395.00	\$ 395.00	0.32%
Enerbank USA (CD)	Comerica	29266NH67	2/27/2023	96	2.30%	1250	\$ 100.00	\$ 125,000.00	\$ 101.37	\$ 126,711.25	\$ 1,711.25	1.37%
Wells Fargo Bk (CD)	Comerica	949763RC3	6/16/2023	60	3.25%	1220	\$ 100.00	\$ 122,000.00	\$ 102.71	\$ 125,308.64	\$ 3,308.64	2.71%
Morgan Stanley Private Bank	Comerica	61760AQ69	7/25/2024	60	2.20%	1400	\$ 100.00	\$ 140,000.00	\$ 101.29	\$ 141,806.00	\$ 1,806.00	1.29%
Merrick Bank	Comerica	59013KJ9	3/31/2025	60	1.35%	1900	\$ 100.00	\$ 190,000.00	\$ 99.99	\$ 189,975.30	\$ (24.70)	-0.01%
BridgeWater BK ST	Comerica	108622KT7	9/16/2025	60	0.400%	1240	\$ 100.00	\$ 124,000.00	\$ 95.11	\$ 117,930.20	\$ (6,069.80)	-4.89%
American COMM BK	Comerica	02519TBB1	9/22/2025	60	0.400%	1810	\$ 100.00	\$ 181,000.00	\$ 95.08	\$ 172,094.80	\$ (8,905.20)	-4.92%
Discover Bank (CD)	Comerica	254672XR4	2/18/2026	120	2.30%	1500	\$ 100.00	\$ 150,000.00	\$ 101.72	\$ 152,583.00	\$ 2,583.00	1.72%
JPMorgan Chase Bank (CD)	Comerica	48128UNS4	4/16/2029	102	1.00%	1000	\$ 100.00	\$ 100,000.00	\$ 92.36	\$ 92,356.00	\$ (7,644.00)	-7.64%
JPMorgan Chase Bank (CD)*	Comerica	48128UZF9	2/15/2030	108	1.10%	1500	\$ 100.00	\$ 150,000.00	\$ 91.97	\$ 137,956.50	\$ (12,043.50)	-8.03%
Buena Park CA Cmnty Redev A	Comerica	119144AP8	9/1/2033	126	2.79%	1350	\$ 108.09	\$ 145,924.35	\$ 113.37	\$ 153,044.10	\$ 7,119.75	4.88%
SRPL FUNDS								\$ -				
American Exp Centurion (CD)	Comerica	02587D2Q0	12/5/2022	60	2.50%	1210	\$ 100.00	\$ 121,000.00	\$ 101.35	\$ 122,635.92	\$ 1,635.92	1.35%
Jonesboro ST BK	Comerica	48040PJA4	9/16/2035	180	1.00%	1660	\$ 100.00	\$ 166,000.00	\$ 86.73	\$ 143,973.46	\$ (22,026.54)	-13.27%
COMERICA	Comerica	Money Mkt				7,099.50	\$ 1.00	\$ 7,099.50	\$ 1.00	\$ 7,099.50	\$ -	0.00%
LAIF	LAIF	Local Agency Inv.Fund			1.967%	5,417.55	\$ 1.00	\$ 5,417.55	\$ 1.00	\$ 5,417.55	\$ -	0.00%
COMMITTED & ASSIGNED												
LAIF	LAIF	Local Agency Inv.Fund			0.840%	770,739.91	\$ 1.00	\$ 770,739.91	\$ 1.00	\$ 770,739.91	\$ -	0.00%
CB&T	CB&T	Money Mkt			0.03%	394,502.15	\$ 1.00	\$ 394,502.15	\$ 1.00	\$ 394,502.15	\$ -	0.00%
MBS	MBS	Money Mkt				-	\$ 1.00	\$ -	\$ 1.00	\$ -	\$ -	0.00%
COMERICA	Comerica	Money Mkt				59,139.80	\$ 1.00	\$ 59,139.80	\$ 1.00	\$ 59,139.80	\$ -	0.00%
US BANK	US Bank	Money Mkt				7,110.00	\$ 1.00	\$ 7,110.00	\$ 1.00	\$ 7,110.00	\$ -	0.00%
UNASSIGNED												
CB&T -8473	CB&T	Checking				96,939.54	\$ 1.00	\$ 96,939.54	\$ 1.00	\$ 96,939.54	\$ -	0.00%
Total								\$ 3,606,872.80		\$ 3,570,689.54	\$ (36,183.26)	-1.00%

* Callable

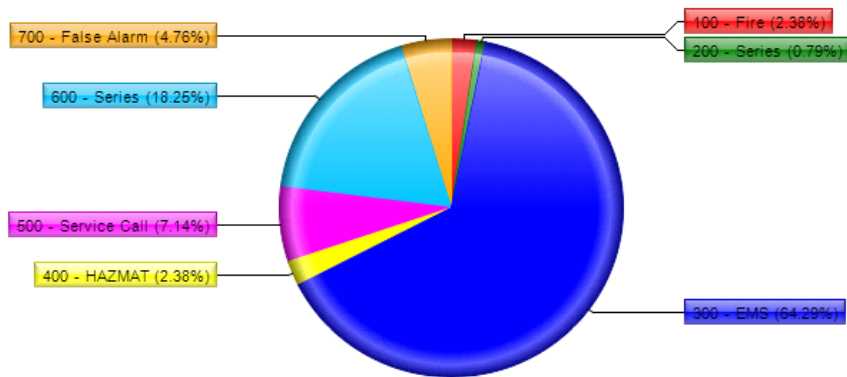
BASE VALUE	MARKET VALUE	
\$ 5,417.55	\$ 5,417.55	LAIF / SRPL
\$ 770,739.91	\$ 770,739.91	LAIF/AFPD
\$ 99,000.00	\$ 99,468.27	MBS
\$ 1,939,064.15	\$ 1,922,803.24	Comerica
\$ 294,099.50	\$ 273,708.88	Comerica/SRPL
\$ 7,110.00	\$ 7,110.00	US Bank
\$ 394,502.15	\$ 394,502.15	CB&T
<u>\$ 3,509,933.26</u>	<u>\$ 3,473,750.00</u>	
\$ 299,517.05	\$ 279,126.43	SRPL
\$ 3,210,416.21	\$ 3,194,623.57	GENERAL
<u>\$ 3,509,933.26</u>	<u>\$ 3,473,750.00</u>	

Alarm Date between 2022-02-01

and 2022-02-28

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	3
200 - Series	1
300 - EMS	81
400 - HAZMAT	3
500 - Service Call	9
600 - Series	23
700 - False Alarm	6
	126



ALPINE FIRE PROTECTION DISTRICT - STAFF REPORT

Agenda Item: 6.1
Meeting Date: March 15, 2022
Submitted by: Chief Boggeln
Subject: Fiscal Year 2022/2023 Budget Update: Information Only



BACKGROUND and DISCUSSION:

Staff has initiated development of the budget for Fiscal Year 2022/2023. The Finance Committee will be meeting to finalize the preliminary budget for Board approval in June.

DATE	ACTIVITY	PARTICIPANTS
February 10	Prelim Budget Sheets Sent out to Staff	Boggeln
February 10	Budget Kickoff Meeting	All Staff
March 16	A-Shift Budget Meeting	Dotson, Boggeln, Pinhero
March 17	B-Shift Budget Meeting	O’Gorman, Boggeln, Pinhero
March 22	C-Shift Budget Meeting	Lavigne, Boggeln, Pinhero
March 22	CRR Budget Meeting	McBroom, Boggeln, Pinhero
April 12	Budget Meeting	All Staff
May 4	Closeout Budget Meeting	All Staff
May 23 – 26	Budget Meeting	Staff/Finance Committee
June 21	Adopt Preliminary Budget	Board/Staff
July 19	Prelim Budget – 1 st Hearing	Board/Staff
August 16	Prelim Budget – 2 nd Hearing	Board/Staff
September 20	Prelim Budget – 3 rd Hearing	Board/Staff
September 20	Adopt Final Budget	Board/Staff

Other Dates:

DATE	ACTIVITY	PARTICIPANTS
June 30 th	Deadline to Adopt Prelim Budget	Board of Directors
July 1 st	Publish notice of adopted prelim budget in Alpine Sun (Gov. Code Section 13893)	Staff
October 1 st	Deadline to Adopt Final Budget	Board of Directors

Submitted by:

Chief Boggeln

ALPINE FIRE PROTECTION DISTRICT - STAFF REPORT

Agenda Item: 6.2
Meeting Date: March 15, 2022
Submitted by: Chief Boggeln
Subject: Station 17 Utility Cost Review



BACKGROUND and DISCUSSION:

At the February meeting of the Board of Directors, a question was raised about the utility rates for Station 17. Staff produced a report comparing the last 3 years of rates for water, electric, and gas. The utility usage and rate comparisons are provided for Board reference.

Submitted by:

Chief Boggeln

Padre Dam - Water

(1 HCF = 748 Gallons)

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<i>Meter 86831501 - HCF</i>	32	25	28	35	29	38	29	32	37	39	42	41
<i>Meter 9478671 - HCF</i>	20	10	8	6	14	19	20	27	33	27	32	22
<i>Charges</i>	\$ 549.80	\$ 413.87	\$ 417.00	\$ 447.69	\$ 476.51	\$ 582.37	\$ 529.13	\$ 611.19	\$ 725.82	\$ 659.42	\$ 723.94	\$ 647.94
Total Charges											\$	6,784.68

2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<i>Meter 86831501 - HCF</i>	62	43	44	56	45	47	64	48	58	76	62	67
<i>Meter 9478671 - HCF</i>	37	24	20	15	26	27	34	28	28	33	21	26
<i>Charges</i>	\$ 929.58	\$ 687.05	\$ 657.84	\$ 697.76	\$ 719.43	\$ 742.73	\$ 927.16	\$ 758.92	\$ 830.02	\$ 830.02	\$ 968.28	\$ 875.85
Total Charges											\$	9,624.64

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<i>Meter 86831501 - HCF</i>	82	73	67	89	70	72	100	95	150	168	183	50
<i>Meter 9478671 - HCF</i>	31	20	21	28	24	26	33	28	31	25	25	25
<i>Charges</i>	\$ 1,027.90	\$ 898.59	\$ 863.16	\$ 1,090.80	\$ 913.47	\$ 947.01	\$ 1,218.75	\$ 1,134.90	\$ 1,567.41	\$ 1,643.19	\$ 1,753.44	\$ 796.56
Total Charges											\$	13,855.18

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<i>Meter 86831501 - HCF</i>	16											
<i>Meter 9478671 - HCF</i>	2											
<i>Charges</i>	\$ 320.06											
Total Charges											\$	320.06

SDGE - Electric

													Average
2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<i>kWh Used</i>	9754	9690	8576	7843	8902	8132	10601	13956	13988	11912	12122	10070	10462
<i>Charges</i>	\$ 2,056.61	\$ 2,144.45	\$ 2,020.05	\$ 2,016.28	\$ 2,048.37	\$ 1,952.71	\$ 2,802.72	\$ 3,575.01	\$ 3,683.46	\$ 3,278.35	\$ 3,053.94	\$ 2,382.49	\$ 2,584.54
Total Charges											\$	31,014.44	
2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<i>kWh Used</i>	9710	8532	8984	8774	10490	11380	12887	12775	14035	14639	11219	9417	11070
<i>Charges</i>	\$ 2,127.09	\$ 1,987.83	\$ 2,093.28	\$ 2,207.31	\$ 2,363.34	\$ 2,960.85	\$ 3,355.49	\$ 3,280.83	\$ 3,777.15	\$ 4,361.03	\$ 3,325.58	\$ 2,375.95	\$ 2,851.31
Total Charges											\$	34,215.73	
2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<i>kWh Used</i>	9,766	8,666	8,849	9,791	10,398	12,390	13,012	13,392	12,527	13,485	10,385	11,180	11,153
<i>Charges</i>	\$ 2,243.65	\$ 2,153.41	\$ 2,316.22	\$ 2,822.11	\$ 2,865.76	\$ 3,567.74	\$ 4,179.40	\$ 4,164.18	\$ 3,968.87	\$ 4,052.64	\$ 3,744.58	\$ 3,175.57	\$ 3,271.18
Total Charges											\$	39,254.13	
2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<i>kWh Used</i>	9,001	8,615											
<i>Charges</i>	\$ 2,733.93	\$ 2,910.13											
Total Charges											\$	5,644.06	

SDGE - GAS

													Average
2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	112 \$ 108.35
<i>Therms Used</i>	168	149	295	155	75	71	71	56	59	57	87	96	
<i>Charges</i>	\$ 161.72	\$ 148.75	\$ 271.16	\$ 153.72	\$ 74.44	\$ 67.69	\$ 68.72	\$ 57.90	\$ 59.79	\$ 57.80	\$ 85.73	\$ 92.81	
Total Charges										\$ 1,300.23			
2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	140 \$ 137.23
<i>Therms Used</i>	209	185	163	138	126	96	106	92	95	123	123	225	
<i>Charges</i>	\$ 210.93	\$ 187.07	\$ 155.79	\$ 126.26	\$ 114.26	\$ 94.04	\$ 104.39	\$ 91.28	\$ 93.39	\$ 119.50	\$ 120.15	\$ 229.72	
Total Charges										\$ 1,646.78			
2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	211 \$ 230.31
<i>Therms Used</i>	305	261	247	542	203	215	116	95	114	121	136	180	
<i>Charges</i>	\$ 321.97	\$ 311.47	\$ 289.03	\$ 339.87	\$ 230.08	\$ 252.21	\$ 144.97	\$ 123.16	\$ 147.64	\$ 157.65	\$ 187.87	\$ 257.84	
Total Charges										\$ 2,763.76			
2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<i>Therms Used</i>	347	235											
<i>Charges</i>	\$ 508.21	\$ 396.62											
Total Charges										\$ 904.83			



RESOLUTION # 21/22-16

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ALPINE FIRE PROTECTION DISTRICT TO IMPLEMENT TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY

WHEREAS, the Ralph M. Brown Act requires that all meetings of a legislative body of a local agency be open and public and that any person may attend and participate in such meetings;

WHEREAS, the Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so;

WHEREAS, on March 17, 2020, in order to address the need for public meetings during the present public health emergency, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and

WHEREAS, these Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met; and

WHEREAS, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and

WHEREAS, AB 361 amended the Brown Act so that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and

WHEREAS, Government Code section 54953 requires that the legislative body make additional findings every 30 days in order to continue such teleconferencing.

NOW THEREFORE, the legislative body of the Alpine Fire Protection District hereby finds, determines, declares, orders, and resolves as follows:

1. That the foregoing recitals are true and correct and incorporates them by this reference.
2. The Board of the Alpine Fire Protection District finds, by a majority vote, the following:
 - a. That there exists a proclaimed state of emergency;

AND:

- b. The Board is meeting for the purpose of determining one of the following, or more than 30 days have passed since the Board met and determined one of the following and the Board now re-determines one of the following:
 - i. State or local officials have imposed or recommended measures to promote social distancing.

**Alpine Fire Protection District
Resolution #21/22-16
Page 2 of 2
March 15, 2022**

3. The District's Fire Chief or their designee is authorized to take all steps and perform all actions necessary to execute and implement this Resolution in compliance with Government Code section 54953.
4. That this Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the BOARD OF DIRECTORS of the ALPINE FIRE PROTECTION DISTRICT, County of San Diego, State of California, on this 15th day of March 2022, by the following vote:

AYES: (0)
NOES: (0)
ABSENT: (0)
ABSTAIN: (0)
RECUSED: (0)

Jim Easterling
Board President

Patrick Price
Board Secretary

I, Erin Dooley, Clerk of the Board of the Alpine Fire Protection District, do hereby certify that the foregoing Resolution 21/22-16 was duly passed, approved, and adopted by the Board at a regularly scheduled meeting of the Alpine Fire Protection District Board held on the 15th day of March 2022.

Executed this _____
(Date of Execution)

Erin Dooley
Clerk of the Board



RESOLUTION # 21/22-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE [ALPINE FIRE PROTECTION DISTRICT TO PARTICIPATE IN THE COUNTY OF SAN DIEGO FIRE MITIGATION FEE PROGRAM FOR FISCAL YEAR 2022-2023

WHEREAS, the Alpine Fire Protection District (District) requires long-term fire protection facilities and equipment (Facilities) to provide fire suppression or emergency medical services within the District's boundaries;

WHEREAS, new development is anticipated in the District, and existing Facilities will be inadequate to provide fire suppression or emergency medical services, creating a situation perilous to public health and safety;

WHEREAS, to mitigate the impacts caused by new development, the District must improve or expand existing Facilities and/or construct or acquire new Facilities;

WHEREAS, the District lacks sufficient funds for new or improved Facilities from fund balances, capital facility funds, property tax sources, or any other appropriate source, and annexation and plan check fees charges by the District do not include a payment toward the costs of Facilities as a component of those fees;

WHEREAS, pursuant to California Government Code Section 66000, et seq. (Mitigation Fee Act), the County of San Diego (County) is authorized to collect a mitigation fee from applicants for new development to defray costs related to Facilities that are incurred due to the development;

WHEREAS, the County has established fee ceilings for types of construction by Chapter 3 of Division 10 of Title 8 (commencing with Section 810.301) of the County Code of Regulatory Ordinances (FMF Ordinance); and

WHEREAS, the District desires to participate in the County's Fire Mitigation Fee (FMF) program.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE ALPINE FIRE PROTECTION DISTRICT HEREBY RESOLVES AS FOLLOWS:

1. The District shall participate in the County's FMF Program for Fiscal Year 2022-2023 and agrees to comply with all applicable requirements of the County's FMF Ordinance and the Mitigation Fee Act.
2. The District requests that the County collect 100% percent of the FMF ceiling on the District's behalf from applicants for building permits within the District's boundaries. The percent of the ceiling fee is equal to or less than the Facilities needs caused by new development.
3. Except as otherwise provided in the County Code or state law, all FMF revenue shall be used only to expand the availability of Facilities to serve new development within the District's

boundaries. FMF revenue shall not be used to address existing deficiencies, but may be used in response to increased demand reasonably related to the new development to refurbish existing facilities to maintain an existing level of service or achieve an adopted level of service.

4. The District shall deposit all FMF revenue received from the County and all interest subsequently accrued by the District on these funds in a separate account to be known as the "San Diego County Fire Mitigation Fee."
5. The District shall defend, indemnify, and hold harmless the County, its officers, officials, employees, agents, and volunteers, from and against any and all demands, claims, actions, litigation, or other proceedings, liability, damages, and costs (including, but not limited to, attorney fees) that are based in whole or in part upon the levy, imposition, collection, or payment of FMF, or the denial of a permit until the FMF is paid, excepting only matters that are based upon the County's gross negligence or willful misconduct.
6. The District shall make its records justifying the basis for the FMF amount available to the public on request.

BE IT FURTHER RESOLVED that this Resolution supersedes Resolution No. 21/22-17 adopted March 15th, 2022 to participate in the FMF program.

PASSED AND ADOPTED by the BOARD OF DIRECTORS of the ALPINE FIRE PROTECTION DISTRICT, County of San Diego, State of California, on this 15th day of MARCH 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:
RECUSED:

Jim Easterling
Board President

Patrick Price
Board Secretary

I, Erin Dooley, Clerk of the Board of the Alpine Fire Protection District, do hereby certify that the foregoing Resolution 21/22-17 was duly passed, approved, and adopted by the Board at a regularly scheduled meeting of the Alpine Fire Protection District Board held on the 15th day of March, 2022.

Executed this _____
(Date of Execution)

Erin Dooley
Clerk of the Board

ALPINE FIRE PROTECTION DISTRICT - STAFF REPORT

Agenda Item: 7.3
Meeting Date: February 15, 2022
Submitted by: Chief Boggeln
Subject: Review and Approve Revisions to the District's Conflict of Interest Code



RECOMMENDATION:

It is staff's recommendation that the Board of Directors adopt the attached resolution approving the revised conflict of interest code.

BACKGROUND and DISCUSSION:

The Political Reform Act of 1974, approved by the voters, requires local government agencies to adopt a Conflict-of-Interest Code ("Conflict Code") and to review the code on even numbered years. The Conflict Code must list each employee and/or Board position within the District that makes or participates in the making of governmental decisions. Individuals employed in these positions are called "designated employees". In addition, certain consultants to public agencies must also file disclosure forms before they make decisions on behalf of the District.

This year, there are a number of changes to the Conflict Code. Attached is a copy of the current code, a red-line version of changes, and a clean copy of the updated code.

Once approved, the resolution and adopted Conflict Code will be submitted to the County Board of Supervisors for their approval.

Submitted by:

Chief Boggeln



RESOLUTION # 21/22-18

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ALPINE FIRE PROTECTION DISTRICT ADOPTING THE CONFLICT-OF-INTEREST CODE

WHEREAS, the Political Reform Act, Government Code Section 81000, et. seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code which can be incorporated by reference and may be amended after public notice and hearing to conform to amendments in the Political Reform Act; and

WHEREAS, this body has determined that the attached Appendix accurately sets forth those positions which should be designated and the categories of financial interests which should be made reportable; and

NOW, THEREFORE BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE ALPINE FIRE PROTECTION DISTRICT THAT:

1. The Alpine Fire Protection District ("District") hereby adopts by incorporating by reference 2 Cal. Code of Regulations Section 18730 and any subsequent amendments hereto. In addition, District approves the designated positions set forth in Exhibit "A" attached to this resolution and the categories of reportable economic interest set forth in Exhibit "B" attached to this resolution. Together, 2 Cal. Code of Regulations Section 18730 as well as Exhibits "A" and "B" shall constitute the Conflict-of-Interest Code of District.
2. Pursuant to Section (b)(4) of 2 Cal. Code of Regulations Section 18730, designated employees shall file statement of economic interest with District. Upon receipt of the statements from the Board of Directors and the Chief, the District shall make and retain a copy and forward the original of these statements to the Clerk of the Board of the San Diego County Board of Supervisors.

PASSED AND ADOPTED by the BOARD OF DIRECTORS of the ALPINE FIRE PROTECTION DISTRICT, County of San Diego, State of California, on this 15th day of March 2022, by the following vote:

AYES: (0)
NOES: (0)
ABSENT: (0)
ABSTAIN: (0)
RECUSED: (0)

Jim Easterling
Board President

Patrick Price
Board Secretary

Resolution #21/22-18
Page 2 of 2
March 15, 2022

I, Erin Dooley, Clerk of the Board of the Alpine Fire Protection District, do hereby certify that the foregoing Resolution 21/22-18 was duly passed, approved, and adopted by the Board at a regularly scheduled meeting of the Alpine Fire Protection District Board held on the 15th day of March 2022.

Executed this _____
(Date of Execution)

Erin Dooley, Clerk of the Board

ALPINE FIRE PROTECTION DISTRICT
1364 Tavern Road,
Alpine, CA 91901-3831

CONFLICT OF INTEREST CODE
Alpine Fire Protection District
February 15, 2022

The Political Reform Act, Government Code Section 81000 et seq, requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (“FPPC”) has adopted a regulation, California Code of Regulations, Title 2, division 6, Section 18730 (hereinafter “CCR 18730”), which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the FPPC after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code Of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730, and the attached exhibits designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the Alpine Fire Protection District.

The District’s Board Clerk as the designated filing officer, shall upon receipt of the electronically filed statements of the Director’s, designated employees, and consultants ensure the submission and receipt of all electronic filed statements to the Clerk of the Board of Supervisors.

The District’s Board Clerk will make the statements available for public inspection and reproduction (Gov. Code § 81008).

The Conflict of Interest Code for the Alpine Fire Protection District will become effective the date the Board of Directors approves the resolution.

X

Brian Boggeln
Fire Chief

EXHIBIT "A"

<u>DESIGNATED POSITIONS</u>	<u>REPORTABLE ECONOMIC INTEREST CATEGORY NUMBERS (SEE EXHIBIT "B")</u>
Directors	1,2,3
Chief Officers, including but not limited to Fire Chief	1,2,3
Candidates for Board Membership	1,2,3
Fire Marshal	1,2,3
Administrative Director	3,4,5
Administrative Assistant	3,4,5
Administrative Specialist	3,4,5

Consultants

The positions of the following consultants presently Retained by the Agency:

- | | |
|------------------------------|-------|
| a) Attorney | 1,2,3 |
| b) Administrative Consultant | 1,2,3 |

The position by name or job title of each person classified as a "designated employee" in any contract which the Agency enters into for consulting services with a person or business entity (whether or not a nonprofit entity). Such a designation will be made in the contract with respect to any person who in the opinion of the Agency, may reasonably be expected to make, participate in making or in anyway attempt to use his position as a "consultant" to influence a governmental decision in which the person might reasonably be expected to have a financial interest.

EXHIBIT "B"

CATEGORIES OF REPORTABLE ECONOMIC INTERESTS

Category 1. All-Inclusive Reportable Investments

(see Appendix I – Section 82034)

A designated employee in this category shall disclose all reportable investments (worth more than \$2,000):

- a) Owned by the designated employee, his or her spouse or dependent child;
- b) Owned by an agent on behalf of the designated employee;
- c) Owned by any business entity controlled by the designated employee (i.e., any business entity in which the designated employee, his or her agents, spouse and dependent children hold more than a 50% ownership interest);
- d) Owned by a trust in which the designated employee has a substantial interest (i.e., a trust in which the designated employee, his or her spouse and dependent children have a present or future interest worth more than \$2,000);
- e) Representing the pro rata share (worth more than \$2,000) of the designated employee, his or her spouse and dependent children, of investments of any business entity or trust in which the designated employee, his or her spouse and dependent children own, directly or indirectly or beneficially, a 10% interest or greater.

Category 2. All-Inclusive Reportable Interests in Real Property

(See Appendix 1 – Sections 82033, 82035)

A designated employee in this category shall disclose all interests (worth more than \$2,000) in real property located within the jurisdiction if the interests are:

- a) Held or owned by the designated employee, his or her spouse and dependent child, or
- b) The pro rata share (worth more than \$2,000) of interests in real property of any business entity or trust in which the designated employee or spouse owns, directly, indirectly or beneficially, a 10% interest or greater.

Category 3. All-Inclusive Reportable Income.

(See Appendix I – Section 82030)

A designated employee in this category shall disclose all income of the designated employee from any District-related source aggregating the \$500 or more (or \$50 or more in the case of gifts) during the reporting period. This gift limit is adjusted for inflation every odd-numbered year.

Category 4. Less-Inclusive Reportable Investments.

(See Appendix I – Section 82034)

A designated employee in this category shall disclose only investments (worth more than \$2,000) in any business entity, which within the last two years has contracted with or in the future foreseeably may contract with the District or with any local government agency for which the Board of Directors is the governing body to provide services, supplies, materials, machinery or equipment:

- a) To the District
- b) Of the type utilized by the Agency adopting this Code and associated with the job assignment of the designated employee

Category 5. Less-Inclusive Reportable Interests in Real Property.

(See Appendix I – Sections 82033, 82035)

A designated employee in this category shall disclose all reportable interests in real property (worth more than \$2,000) located in the District, or not more than 2 miles outside the boundaries of the District, or within 2 miles of any land owned or used by the District.

Category 6. Less-Inclusive Reportable Income.

(See Appendix I – Sections 82030)

A designated employee in this category shall disclose only that reportable income (\$500 or more during reporting period; \$50 or more in the case of gifts) which is derived from a source which within the last two years has contracted with the District or in the future foreseeably may contract with the District or with any local government

ALPINE FIRE PROTECTION DISTRICT
1364 Tavern Road,
Alpine, CA 91901-3831

agency for which the Board of Directors is the governing body to provide services, supplies, materials, machinery or equipment:

- a) To the District
- b) Of the type utilized by the District and associated with the job assignment of the designated employee

Category 7. Investments Relating to Unincorporated Area.

(See Appendix I – Sections 82034)

A designated employee in this category shall disclose all reportable investments in those District-related business entities which:

- a) Have an interest in real property within the unincorporated area of the District or not more than two miles outside the boundaries of the unincorporated area;
- b) Does business within the area described in (a) above; or
- c) Did business or plans to do business within the area described in (a) above at any time commencing two years before and ending one year after the time of filing Statement of Economic Interests.

Category 8. Income Relating to Unincorporated Area.

(See Appendix I – Sections 82030)

A designated employee in this category shall disclose all reportable income of the designated employee from those District-related sources which:

- a) Reside within the unincorporated area of the District or not more than two miles outside the boundaries of the District;
- b) Have an interest in real property within the area described in (a) above
- c) Does business within the area described in (a) above; or
- d) Did business or plans to do business within the area described in (a) above at any time commencing two years before and ending one year after the time of filing Statement of Economic Interests.

ALPINE FIRE PROTECTION DISTRICT - STAFF REPORT

Agenda Item: 7.4
Meeting Date: March 15, 2022
Submitted by: Brian Boggeln, Fire Chief
Subject: Benefit Fee Review



SUBJECT SUMMARY:

Discussion and possible action to determine if the Board will approve and adopt an increase in the Benefit Fee for FY 22/23.

BACKGROUND:

The benefit fee was voted on and approved by the citizens of this District in November 6, 2001. Resolution 01/02-2, Section 4 allows for an annual CPI increase equal to the adjusted Consumer Price Index measured between January 1 of the immediately preceding fiscal year and the preceding January 1 (1/21 – 1/22) as determined for the San Diego area by the U.S. Department of Labor. The chart below shows the previous board action.

YEAR	BENEFIT UNITS	PER UNIT	PER UNIT	CPI INCREASE	SINGLE FAMILY DWELLING	TOTAL BENEFIT FEE INCOME	INCREASE	BOARD APPROVED
16-17	27048	\$16.75779	\$16.76	0.90%	\$67.03	\$453,267.52	\$2,697.74	3/15/2016
17-18	27312	\$17.07629	\$17.08	1.90%	\$68.31	\$466,387.74	\$13,120.22	2/21/2017
18-19	27241	\$17.55443	\$17.55	2.80%	\$70.22	\$478,200.23	\$11,812.49	3/20/2018
19-20	27319	\$18.15128	\$18.15	3.40%	\$72.61	\$495,874.84	\$17,674.61	2/19/2019
20-21	27387	\$18.58691	\$18.59	2.40%	\$74.35	\$509,039.75	\$19,164.91	2/18/2020
21-22	28463	\$18.86571	\$18.86	1.5%	\$75.44	\$536,812.18	\$27,772.43	2/16/2021

DISCUSSION:

The Consumer Price Index for January of 2021 thru January of 2022 increased by 4.60%. The chart below shows the Total Benefit Fee Income if the Board approves an increase of 4.60%:

YEAR	BENEFIT UNITS	PER UNIT	PER UNIT	CPI INCREASE	SINGLE FAMILY DWELLING	PROJECTED BENEFIT FEE INCOME	PROJECTED INCREASE
22-23	28531	\$19.72802	\$19.74	4.6%	\$78.96	\$563,201.94	\$26,389.76

RECOMMENDATION:

Report presented for Board consideration and possible action.

ATTACHMENTS:

CPI index

CPI for All Urban Consumers (CPI-U)															
12-Month Percent Change															
Series Id:		CUURS49ESA0													
Not Seasonally Adjusted															
Series Title:		All items in San Diego-Carlsbad, CA, all urban													
Area:		San Diego-Carlsbad, CA													
Item:		All items													
Base Period:		1982-84=100													
Years:		2011 to 2021													
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2011													3.0	3.4	2.7
2012													1.6	1.7	1.5
2013													1.3	0.9	1.7
2014													1.9	2.4	1.3
2015													1.6	0.8	2.4
2016													2.0	2.0	2.0
2017													3.0	3.3	2.8
2018												2.8	3.4	3.0	3.7
2019	2.6		2.2		3.8		1.4		1.7		2.6		2.4	2.8	1.9
2020	2.3		1.8		0.3		2.1		1.1		1.6		1.5	1.3	1.7
2021	1.7		4.1		5.3		6.0		6.5		6.6		5.2	4.1	6.3
2022	2.00														
Total for January 2021 to January 2022 =					32.2										
Average =					4.6										



RESOLUTION # 21/22-19

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ALPINE FIRE PROTECTION DISTRICT
REVIEW OF ANNUAL SPECIAL BENEFIT TAX FOR
FIRE PROTECTION AND EMERGENCY SERVICES
FISCAL YEAR 2022-2023**

WHEREAS, the Alpine Fire Protection District (“**District**”) is a public agency located in the County of San Diego, State of California; and

WHEREAS, in 2001, the District adopted an annual special benefit fee for fire suppression and emergency medical services “**BENEFIT FEE**” within the boundary of the Alpine Fire Protection District; and

WHEREAS, the District presented the Benefit Fee to the voters of the Alpine Fire Protection District on November 6, 2001; and

WHEREAS, a greater than two thirds majority of the voters approved the Benefit Fee; and

WHEREAS, the Benefit Fee as approved, allowed for an annual evaluation and increase of the Benefit Fee to be modified by a percentage equal to no greater than the percentage increase of the adjusted price index measured between January 1 of the immediately preceding fiscal year and the preceding January 1 as determined by the U.S. Department of Labor.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors finds that the percentage increase of the adjusted price index measured between January 1, 2021 and January 1, 2022 to be 4.6%; and

BE IT FURTHER RESOLVED that the Board of Directors of the Alpine Fire Protection District authorize a 4.6% increase in the Annual Special Benefit Tax for Fire Protection and Emergency Services for Fiscal Year 2022/2023.

PASSED AND ADOPTED by the Board of Directors of the Alpine Fire Protection District, County of San Diego, State of California, on the 15th day of March 2022 by the following vote:

AYES: (0)
NOES: (0)
ABSTAIN: (0)
ABSENT: (0)

Jim Easterling
President of the Board

Pat Price
Board Secretary

Alpine Fire Protection District

I, Erin Dooley, Clerk of the Board of the Alpine Fire Protection District, do hereby certify that the foregoing Resolution 21/22-19 was duly passed, approved, and adopted by the Board at a regularly scheduled meeting of the Alpine Fire Protection District Board held on the 15th day of March 2022.

Executed this _____
(Date of Execution)

Erin Dooley
Clerk of the Board

MEMORANDUM OF UNDERSTANDING
BETWEEN
ALPINE FIRE PROTECTION DISTRICT
AND
ADMINISTRATIVE DIRECTOR



March 16, 2022 – June 30, 2023

**SECTION 1
INTENT AND PURPOSE**

- 1.1 It is the intent and purpose of this Memorandum of Understanding (“MOU”) to set forth the understanding of the parties reached as a result of meeting and conferring in good faith regarding, but not limited to, matters relating to the wages, hours, and terms and conditions of employment between Debbie Pinhero (“Employee”) and the Alpine Fire Protection District (“District”).

**SECTION 2
TERM**

- 2.1 The effective date of this MOU shall be March 16, 2022 and shall run through June 30, 2023. Employee may terminate their employment with District at any time, with or without reason by giving advanced written notice to District. District may terminate the employment of Employee at any time, with or without reason by written notice to Employee. This is called “at-will” employment. Nothing contained herein shall modify District’s right to terminate Employee for cause.

No one other than the Board of Directors can enter into an agreement relating to employment for a specified period of time or make any agreement or representations contrary to this Section and then only by written amendment to this MOU.

**SECTION 3
JOB DESCRIPTION**

- 3.1 The duties of the Employee are as outlined in the job description adopted by the District and attached hereto as Exhibit “A”. Employee shall report to the Board of Directors and their designee including the Fire Chief. The District thru the Board of Directors may from time to time amend the job description and/or prioritize job duties of the Employee.

**SECTION 4
SALARY**

- 4.1.1 The salary schedule (annually) for the Employee is:

a. March 16, 2022:	\$98,100
b. July 1, 2022:	\$106,929
c. January 1, 2023:	\$116,552

- 4.2 Employee shall not earn or be entitled to overtime pay except when assigned by the Fire Chief to a significant Mutual Aid incident.
- 4.2.1 The District shall have the right in its sole discretion to modify paragraph 4.2 upon thirty (30) days written notice to Employee.

- 4.3. In-lieu of retroactive pay, employee shall receive a one-time stipend of \$2950 payable upon ratification of the MOU.

SECTION 5 SICK LEAVE

- 5.1 Should Employee incur a non-duty sickness or disability they will receive sick leave with full pay to the extent of accumulated sick leave. Job related disability shall not be charged to the accumulated sick leave of the employee.
- 5.2 The accrual for sick leave shall be 12 hours per month. Employee shall accumulate sick leave from the first day of employment and shall continue to do so until a maximum accumulation of 2880 hours. All unused sick leave, up to the cap, shall be carried forward from one fiscal year to the next.
- 5.3 Sick leave shall be converted to vacation at the rate of three hours of sick leave for one hour of vacation so that Employee will not exceed the cap of 2880 hours.
- 5.4 In order for sick leave with pay, Employee must:
- a. Report promptly to the Fire Chief the reason for the absence;
 - b. Keep Fire Chief informed of Employee's condition if the absence is of more than 3 days duration;
 - c. Permit the District to make such medical examinations as it may deem desirable; and,
 - d. Upon request of the Fire Chief, furnish satisfactory evidence of incapacity upon return to duty from absences on sick leave.

A written report from a duly licensed and practicing physician, or other recognized practitioner stating the duration and extent of each incapacity shall be deemed satisfactory evidence of incapacity. No salary or wages shall be paid for any period of absence under this Section where the employee has failed to comply with the requirements of this subsection.

SECTION 6 UNUSED SICK LEAVE

- 6.1 Employee shall be compensated in cash at the rate of one-quarter of the regular rate of pay for any unused accumulation of sick leave when Employee is permanently separated from service by resignation, death, retirement, service retirement, or discharge provided Employee has completed probation with the District.

**SECTION 7
MEDICAL COVERAGE AND INSURANCE**

7.1 District shall select the District Health Care Plan (“DHCP”). Employee shall choose their coverage option as shown below. The Employer paid portion (“EPP”) shall be 90% of the base cost. The base cost shall be determined annually by averaging the cost of the DHCP’s medical HMO plans after discarding the highest and lowest priced plans. Employee can apply the EPP to any available offered health plan in the EPP. Employee is responsible to pay all additional costs of health coverage over and above the EPP.

COVERAGE OPTIONS:

- a. Employee only coverage, or
 - b. Employee plus one coverage, or
 - c. Employee plus family coverage.
- 7.2 District shall obtain and pay for a Long-Term Disability (LTD) plan for Employee provided the cost to District does not exceed \$30.00 per month. The LTD plan shall be the same plan offered to the other employees of the District.
- 7.3 Employee shall receive term life insurance in the amount of \$150,000.
- 7.4 District shall provide to Employee a monthly supplemental benefit for dental, vision, and supplemental life insurance of \$260.00 per month. The supplemental benefit may be used by Employee to cover the EPP difference in Section 7.1. Any unused portion of the supplemental benefit has no cash out value.

**SECTION 8
RETIREMENT**

8.1 Employee shall have the retirement benefits as set forth in the Public Employee’s Retirement System Miscellaneous PEPRA plan.

**SECTION 9
HOLIDAYS**

9.1 The following annual holidays shall be recognized:

- | | |
|----------------------------|------------------------|
| New Years Day | Labor Day |
| Martin Luther King Jr. Day | Veterans Day |
| Presidents Day | Thanksgiving Day |
| Memorial Day | Day after Thanksgiving |
| Fourth of July | Christmas Day |
| Columbus Day | |

**SECTION 10
FAMILY EMERGENCY**

- 10.1 Employee may use sick leave with pay in the event of a family emergency to care for a serious illness or injury in the immediate family. Employee shall be granted up to three shifts off with pay if needed in any twelve-month period, but not to exceed accumulated sick leave. In the event of death in the immediate family of Employee, Employee shall be granted up to three shifts off with pay if need but not to exceed accumulated sick leave. The immediate family shall be defined at spouse and children of the member; mother, father, brother, sister of the member, and those of the spouse.

**SECTION 11
VACATION**

- 11.1 Vacation shall be earned at the following rate of hours annually:

0 – 12 months	40 hours
12 – 24 months	60 hours
24 – 36 months	80 hours
36 - 48 months	100 hours
48 – 72 months	140 hours
72+ months	160 hours

- 11.2 When Employee is separated from employment by resignation, death, retirement, or discharge, Employee will be compensated for all unused vacation time accumulated, at the regular rate of pay at the time of separation.
- 11.3 The maximum accumulated total which may be carried in vacation time from one fiscal year to the next is 40 hours, remaining balance of vacation hours will be cashed out at the regular rate of pay.
- 11.4 Vacation time is subject to staffing and project requirements and must be approved by the Fire Chief or Fire Chief’s designee.
- 11.5 Employee shall earn 40 hours Administrative Leave per year to be used outside of scheduled vacation time. Administrative Leave has no cash value and unused leave will not be carried from year to year.

**SECTION 12
UNIFORMS**

- 12.1 Uniforms and/or appropriate business attire shall be worn to work. Employee shall receive an annual clothing allowance for the purchase of appropriate footwear, uniform style pants and shirts and jackets with the District logo. The maximum allowance for one year shall be \$250.00. It is understood that Employee will be responsible for the normal care and maintenance of the uniform.

SECTION 13
TERMINATION OF EMPLOYMENT

- 13.1 This MOU shall terminate upon the occurrence of the earliest of any of the following events, without further liability by the District to Employee:
- a. Voluntary retirement or resignation by Employee with 30 days written notice;
 - b. Death of Employee, or disability totaling in excess of 4 months;
 - c. Discharge of Employee by District for “cause” as provided in Section 13.2;
 - d. Discharge of Employee by District other than for “cause” with 30-days written notice.
- 13.2 **Cause Definition:** Employee may be terminated by District with notice for “cause”, as determined by the Board of Directors. The term “cause”, as used herein with respect to the termination of employment, shall mean the following:
- a. Employee’s incompetence or repeated failure or refusal to perform Employee’s material obligations under this MOU;
 - b. Employee’s inability or unwillingness to effectively implement and carry out the policies and directives of District as established by the Board of Directors thru the Fire Chief;
 - c. Fraud, theft, malfeasance, embezzlement or other misappropriation of District by Employee;
 - d. Breach of Employee’s fiduciary duty of loyalty or other fiduciary duties to District;
 - e. Conduct by District which tends to bring embarrassment or disrepute to District;
or
 - f. Being charged in a court of competent jurisdiction with committing a felony or misdemeanor (other than simple traffic violations).

SECTION 14
GRIEVANCE PROCEDURE

- 14.1 **Definition:** A grievance or dispute is defined as an alleged violation of the express provisions of this Memorandum of Understanding which personally and adversely affects Employee. A grievance shall not include any claim regarding the initiation or renewal of a Memorandum of Understanding.
- 14.2 **General Provision:** All grievances shall be filed in writing within fifteen (15) days of the date on which Employee knew or reasonably should have known of the alleged grievable incident. Any grievance not timely filed or appealed within specified time limits shall be null and void.
- 14.2.1 A written statement of grievance shall identify the specific provision or provisions of this Memorandum of Understanding alleged to have been violated. Also, a statement of

grievance shall set forth the specific factual information which gives rise to the filing of the grievance.

14.2.2 Time limits provided for herein may be extended through mutual written consent of the parties.

14.2.3 Except where a grievance is resolved or ruled upon by the Board of Directors, all grievance resolutions involving the commitment of the District funds shall be subject to the written approval of the Fire Chief.

14.2.4 Parties to the grievance procedure shall be entitled to have a representative to act in his or her behalf at each step of the grievance procedure.

14.3 Procedures

14.3.1 The parties shall attempt to adjust all grievances on an informal basis between Employee and the Fire Chief.

14.3.2 If the grievant does not agree with the Fire Chief's proposed resolution of the grievance, Employee shall submit the written grievance to the Board of Directors for the adjustment and/or decision. In order to be effective, the grievant's appeal to the Board of Directors regarding the grievance must be filed with the Board of Director's no later than five (5) days from the date on which the Fire Chief rendered his written decision. All written materials and rationale which are to be submitted by the grievant to the Board of Directors shall be served upon the Fire Chief at the time the grievance is appealed to the Board of Directors.

Both the grievant, the grievant's representative, and the Fire Chief shall be given an opportunity to argue their position on the grievance to the Board of Directors prior to its determination upon the merits of the grievance. The grievant and representative and the Fire Chief shall be notified in writing of the Board's decision on the grievance.

SECTION 15 SAVINGS CLAUSE

15.1 If any section, subsection, subdivision, sentence, clause or phrase of this MOU is for any reason held to be illegal or unconstitutional, such decision shall not affect the validity of the remaining portions of this MOU.

SECTION 16 EDUCATIONAL INCENTIVE

16.1 In addition to the salary set forth in Section 4.1 of this MOU, Employee shall be paid an annual stipend for successful completion of the educational plan attached hereto as Exhibit "B" capped at 6% per year. This stipend shall be paid in full at the first pay period in July each year.

SECTION 17
DEFINED CONTRIBUTION PLAN

- 17.1 District shall offer all full-time employees a 457(b) plan.
- 17.2 District shall offer all employees a 401(a) plan. If Employee makes a minimum deposit of \$200 per month into a 457(b) plan, then the District will contribute 5% of that amount up to a maximum contribution of \$1000 per year into the 401(a) plan.

SECTION 18
MISCELLANEOUS TERMS

- 19.1 This MOU shall be governed by a construed in accordance with the laws of the State of California.
- 19.2 Each party acknowledges that it has the opportunity to consult an attorney of its choice to explain the terms of this MOU and the consequences of its execution, and that any failure to consult with an attorney prior to executing this MOU shall not be grounds for invalidating the full force and effect of the executed MOU. This MOU shall not be interpreted for or against either party based on their roles in drafting this MOU.
- 19.3 This MOU may be executed in several counterparts and all so executed shall constitute one agreement which shall be binding on all parties hereto, notwithstanding that all the parties are no signatory to the original or same counterpart.

Signature Page

WITNESS THEREOF: The parties hereto have executed this Memorandum of Understanding between Debbie Pinhero and the Board of Directors of the Alpine Fire Protection District:

ALPINE FIRE PROTECTION DISTRICT

Jim Easterling, President

Date

Pat Price, Secretary

Date

EMPLOYEE

Debbie Pinhero

Date

EXHIBIT “A” – JOB DESCRIPTION (ADMIN DIRECTOR)

CLASSIFICATION

Exempt; At-Will; Miscellaneous

SALARY RANGE

\$95,000 - \$142,000

JOB DESCRIPTION

SUMMARY DESCRIPTION

Under the general direction of the Fire Chief, the Administrative Director shall plan, organize and direct the administrative functions of the District concerning accounting, budgeting, employee benefit processing, grants and investments. This includes the direct supervision of the Administrative Assistant and any other employees assigned to the administrative staff.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Manage and maintain the accounting system in accordance with generally accepted accounting principles.
- Supervise and perform all activities related to the financial stability of the District, which includes account reconciliations, financial reporting to related agencies, preparation and management of the District budget, cash flow analysis, District investment portfolio, grant writing, grant management, grant compliance, information technology, and other related activities.
- Work closely with the District’s independent auditors to ensure that the District receives a favorable audit report.
- Prepare clear and concise financial reports.
- Supervise and perform the following Human Resource activities related to District employees:
 - Payroll; Health Benefits; Recruitment; Workers’ Compensation
- Manage and participate in the development and implementation of goals, objectives, policies and procedures for assigned programs.
- Serve as the Districts’ representative to CalPERS.
- Serve as the Administrative Director on the Alpine Fire Protection Foundation 501(c)3.
- Function as a member of the Board appointed Finance Committee to ensure that the Board of Directors are fully apprised of significant financial decisions affecting the District.
- Manage the administrative functions of the District as a service to the District and constituents.
- Manage the preparation of Board of Directors agendas, minutes, financial reports, ordinances, resolutions, agreements and reports and shall fulfill the duties of Clerk of the Board when necessary.
- Attend business meetings and functions as related to the successful administration of the District.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Any combination of training, education and experience which clearly demonstrates possession of the knowledge and abilities stated above.

Knowledge of:

- Thorough knowledge of fund accounting, fiscal and financial record keeping principles, procedures, and methods.
- Business management pertaining to government or private sector.
- Advances principles and practices of budget preparation and special district financing.
- Intermediate business mathematics.
- Experienced supervision and training relating to office methods and procedures.
- Data processing, computer systems, and software applications as they relate to budgetary and financial record keeping.
- Preparation of spreadsheets and manipulation of data bases.
- Principles and practices of public administration.
- Working knowledge of the mechanics of investment strategies and portfolio management.
- Grant writing, management, and compliance.
- Various administrative support resources, office methods and procedures, data collection, analysis, and display.
- Oral and written communication skills.
- Human resource procedures and practices, workers' compensation and liability insurance as it relates to the District, employees and employer liabilities.
- Preparation and administration of all aspects of payroll processing and tax reporting.
- Pertinent federal, state, and local laws, codes, and regulations.

Ability to:

- Demonstrate initiative to identify projects, tasks, or other activities that will further the organization's goals, obtain and an appropriate level of support, and complete the activity in a timely manner.
- Ability to perform a variety of tasks in a fast-paced environment.
- Ability to work with a diverse group of people.
- Plan, organize, monitor, and participate in all District fund account operations involving cash flow, accounts receivable, accounts payable, payroll, general ledger and journals.
- Prepare and administer budgets, resolve budget related problems through logical and methodical analysis recognizing District's need to provide services while keeping the larger needs of the District in mind.
- Forecast revenue and cash flows.
- Analyze data, prepare clear and concise reports.
- Interpret and apply the policies, procedures, laws and regulations pertaining to assigned programs and functions.
- Supervise administrative staff.
- Communicate effectively, both orally and in writing.
- Exercise good judgement, flexibility, creativity, and sensitivity in response to changing situations and needs.
- Deal effectively with officials and representatives of other departments, jurisdictions, agencies, and the general public.
- Operate computer systems and related equipment as well as standard office equipment necessary to perform work.

- Be able to maintain a high level of confidentiality, tact, diplomacy, and courtesy in the completion of duties.

Education and Experience Guidelines:

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge would be:

Education/Training

Must be at least 18 years of age. Four years of college level coursework in business administration with specialization in accounting with five years full-time, advance journal-level experience in accounting, preferably in a government accounting environment.

Experience

Proven full-time accounting experience, preferably with a fire agency or other governmental agency.

License or Certificate:

Desirable – Public Notary

Special Requirements:

All personnel hired after September 1st 2007, shall be required to remain a nonsmoker and refrain from the use of any tobacco product throughout their employment as a member of the District.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions described herein are representative of those that must be met by an incumbent to successfully perform the essential functions of this classification. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment:

Work is performed in a general office environment during routine office hours, however evening and weekend work is possible. Work activities vary widely including attendance at meetings, classroom training, and driving. This position involved periods of prolonged sitting and use of computer equipment. This position requires the physical and mental capabilities to read information printed on paper and displayed on computer monitors; hear, speak, and communicate verbally using the English language; cognitive thinking and mathematical calculation capabilities; manual dexterity to manipulate papers, files, financial records, 10-key, mouse, and telephone.

Physical:

CONSTANT upward and downward flexion of neck, side-to-side turning of neck; simple grasping and repetitive use of hands to hold radios, equipment and property; fine finger dexterity to manipulate apparatus controls, computer keyboard and writing utensils; lifting and carrying of objects weighing up to 10 lbs. **FREQUENT** walking, standing, sitting, kneeling, climbing, balancing and squatting; bending and twisting at the waist; pushing, pulling and reaching above and below shoulder level; power grasping; walking on uneven ground; driving; lifting and carrying of objects weighing up to 25 pounds from below waist to above shoulder level; lifting and carrying objects weighing up to 50 lbs. with or without assistance. **OCCASIONAL** crawling; lifting and carrying objects weighing more than 50 lbs. with or without assistance.

Vision:

Specific vision abilities required by this position include close vision, distance vision, and the ability to adjust focus.

Hearing:

While performing the duties of this position, the employee is regularly required to talk or hear.

Exhibit “B” – Education/Certification *(max of 6%)*

%	Class/Certification
.50	California Local Budgeting - 1
.50	California Local Budgeting - 2
.50	Fundamentals of Tax Revenues
.50	Governmental Accounting
1.00	Intermediate Governmental Accounting
.50	Investment Accounting
.50	Budgeting 3 – Strengthen Your Financial Management Skills
.50	Budgeting 4 – Long Term Financial Planning/Fiscal Policies
1.00	Advanced Governmental Accounting
1.00	Certified Public Notary
1.00	Certification as Clerk of the Board
.50	Accounting and Auditing Critical Concepts for Capital Assets
.50	Accounting and Auditing CA Local Govt. Investing

ALPINE FIRE PROTECTION DISTRICT - STAFF REPORT

Agenda Item: 7.5
Meeting Date: March 15, 2022
Submitted by: Chief Boggeln
Subject: Additional Staffing - FY 22/23



BACKGROUND and DISCUSSION:

Staff is proposing hiring two additional safety personnel in FY 22/23 to staff an advanced life support squad to be stationed out of Station 17. A squad is typically staffed with two people operating off a utility platform, such as a pick-up truck.

The District relies on mutual aid from Lakeside, Viejas, and San Diego County Fire to provide services when E17 is committed to training or on another incident. In 2021, there were 264 incidents where an engine from one of these agencies responded into the District due to E17 not being available. In January and February of this year, there have been 42 incidents and 16 of those had a response time of greater than 10 minutes.

Staff will continually evaluate the operational and cost effectiveness of the program and make recommendations to the Board on whether to continue the program, make changes, or end the program.

Submitted by:

Chief Boggeln