



AGENDA

ALPINE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING

FIRE STATION 17 (MEETING ROOM) 1364 TAVERN RD, ALPINE

TUESDAY, JUNE 16, 2020 - 5:00 P.M.

THIS BOARD OF DIRECTORS MEETING WILL BE CONDUCTED VIA TELECONFERENCE

Pursuant to Governor Newsom's Executive Orders N-25-30, issued on March 12, 2020 and N-33-20 issued on March 19, 2020: members of the Alpine Fire Protection District Board of Directors and staff may participate in this meeting via teleconference. In the interest of reducing the spread of COVID 19, members of the public are encouraged, but not required, to submit comments via email.

Public Comment: to submit a comment in writing, please email Admin@AlpineFire.org and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. If you would like the comment to be read aloud at the meeting (not to exceed five minutes), please write "Read Out Loud at Meeting" at the top of the email. All comments received by 3:00 pm will be emailed to the Board of Directors and included as "Supplemental Information" on the District's website prior to the meeting. Any comments received after 3:00 pm will be added to the record and shared with the members of the Board at the meeting.

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.



AGENDA

ALPINE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING

FIRE STATION 17 (MEETING ROOM) 1364 TAVERN RD, ALPINE

TUESDAY, JUNE 16, 2020 - 5:00 P.M.

All exhibits described here are available for public inspection at the time and date as listed above or prior to such meeting when reports are ready in the fire station. Persons with a disability requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting may do so by contacting the Clerk of the Board at (619) 445-2635 during regular office hours. Notification 24 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

1) ATTENDANCE AT THE REGULAR MEETING

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.

2) APPROVAL OF AGENDA

3) APPROVAL OF MINUTES

1. Approval of the Minutes of Regular Meeting May 19, 2020 (pgs. 4-7)

4) PUBLIC HEARING ON AGENDA ITEMS

The public may comment on any matter on the agenda at this time or may request of the Board that public comment be heard immediately prior to the Board taking action on a particular item. If there are no requests for further public comment on a particular matter, then this portion of the agenda shall conclude public comment on all agenda items.

5) DISCUSSION – POSSIBLE ACTION ITEMS

1. Fiscal Year 2020-21 Preliminary Budget. Discussion/Action.

Staff will present the FY 20/21 Preliminary Budget for review and approval. (pgs. 8-19)

2. Resolution 19/20-12 Establishing the Limit for Appropriations of Proceeds of Tax Subject to Gann Limitation for Fiscal Year 2020/21.

To approve and adopt Resolution 19/20-11 which annually establishes the Limit for Appropriation of Proceeds of Tax Subject to Gann Limitation for Fiscal Year 2020/21. (Resolution and Appropriation data pgs. 20-21)

3. Job Description Policy #2003 – Administrative Director. Discussion/ Action.

To review and approve policy #2003 changing title from Finance Officer to Administrative Director. (Policy #2003 pgs. 22-26)

AGENDA

6) CONSENT CALENDAR

1. Financial Report – May 2020 (pgs. 27-49)
2. Employee Reimbursement Report – May 2020 **None to report.**
3. Investment Portfolio May 2020 (pg. 50)

7) REPORTS – Information Only

1. Fire Chief (pgs. 51-52)
2. Fire Marshal – May 2020 (pg. 53)
3. Local 2638
4. Board or Staff Committee Reports (HCFA, HTFA, FAIRA, PASIS, et. al)
5. Fire Statistics by Incident Type for prior month – May 2020 (pg. 54)
6. Grant Update (pgs. 55-57)

8) PUBLIC DISCUSSION

In accordance with state law, an item not on the agenda may be brought forth by the general public for discussion. No action or discussion shall be undertaken, except that members of the board may briefly respond to statements or questions posed by the general public. In addition, on their own initiative or in response to questions posed by the public, the board members may ask a question for clarification; provide a reference to staff or other resources for factual information or request staff to report back to the board at a subsequent meeting concerning any matter. Furthermore, a member of the Board may take action to direct staff to place a matter of business on a future agenda.

9) DIRECTOR'S REPORTS

Items or reports from Board Members not printed on the Agenda may not be discussed by the Board, but if appropriate, will be placed on a future Agenda.

10) CLOSED SESSION

- a) **California Government Code §54957.6**
CONFERENCE WITH NEGOTIATORS
Negotiators: Mann, Taylor
Title: Finance Officer Caccavo
- b) **California Government Code §54957.6**
CONFERENCE WITH LABOR NEGOTIATORS
Negotiators: Mann, Taylor
Title: Local 2638
- c) **California Government Code §54956.9**
CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9
Case: 1 Workers' Compensation related case

11) DISCUSSION – POSSIBLE ACTION ITEMS

1. **Ratification of Negotiations between the Board of Directors and Administrative Director.**
Discussion/Action. To ratify the First Amendment to the M.O.U between the Board of Directors and Administrative Director. (Unrepresented employee) (pgs. 58-59)

AGENDA

2. Ratification of Local 2638 Side Letter Regarding Lateral Probationary Periods

Discussion/ Action. To ratify the side letter adjusting the probationary period for lateral hires to one year. (pg. 60)

12) ADJOURNMENT

NOTIFICATION OF NEXT MEETINGS

Next regular meeting will be held:

July 21, 2020 at 5:00 p.m.

Alpine Fire Station 17, (Meeting Room)

1364 Tavern Road, Alpine, CA 91901

Certification of Posting

I certify that on June 11, 2020, 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 June 11, 2020.



Hannah Hughes, Clerk of the Board



MINUTES

ALPINE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING

FIRE STATION 17 (MEETING ROOM) 1364 TAVERN RD, ALPINE

TUESDAY, MAY 19, 2020 - 5:00 P.M.

All exhibits described here are available for public inspection at the time and date as listed above or prior to such meeting when reports are ready in the fire station. Persons with a disability requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting may do so by contacting the Clerk of the Board at (619) 445-2635 during regular office hours. Notification 24 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

1) ATTENDANCE AT THE REGULAR MEETING

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 via teleconference at 5:00pm by Director Easterling in accordance with the Governor's Executive Order N-25-20 issued on 3/12/2020. Roll call by Fire Chief Boggeln (filling in for Clerk of the Board). Directors in attendance telephonically: Easterling, Mann, Price, Taylor, and Willis. Also, present in person Fire Chief Brian Boggeln, and Legal Counsel Steve Fitch.

2) APPROVAL OF AGENDA

Motion to approve the agenda as submitted

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

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

Abstaining (0); Absent (0)

3) APPROVAL OF MINUTES

1. Approval of the Minutes of Regular Meeting April 21, 2020 (pgs. 4-6)

Motion to approve the minutes as submitted.

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

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

Abstaining (0); Absent (0)

4) PUBLIC HEARING ON AGENDA ITEMS

The public may comment on any matter on the agenda at this time or may request of the Board that public comment be heard immediately prior to the Board taking action on a particular item. If there are no requests for further public comment on a particular matter, then this portion of the agenda shall conclude public comment on all agenda items.

5) DISCUSSION – POSSIBLE ACTION ITEMS

1. **Resolution 19/20-11 Annual Occupancy Inspection Report.** Discussion/Action.

To acknowledge receipt of the annual occupancy report as required by the California Health and Safety Code Section 13146.4. Staff Report (pg. 7) Resolution (pgs. 8-9)

MINUTES

Motion to approve and adopt Resolution 19/20-11 as submitted.

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

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

2. **Director Willis Request for Resolution to State of California.** Discussion/Action.

Director Willis requests that the Alpine Fire Protection District Board of Directors adopt a resolution urging the Governor of California to open the economy for all industry by June 15, 2020. Legal Counsel Steve Fitch counseled the Board that a resolution received after the 48 hours prior to the meeting and after the agenda was posted, could not be adopted transparently. Board members Easterling, Taylor and Price conveyed that they did not feel this was in the purview of the AFPD Board as they are non-partisan elected officials.

Request by Director Willis to have a resolution placed on the next agenda in June.

6) **CONSENT CALENDAR**

1. Financial Report – April 2020 (pgs. 10-33)
2. Employee Reimbursement Report – April 2020 (pg. 34)
3. Investment Portfolio as of April 30, 2020 (pg. 35)
4. Quarterly Investment Report (pgs. 36-53)

Motion to approve the consent calendar as presented.

(M/Willis 2nd/Mann Approve 5-0)

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

7) **REPORTS – Information Only**

1. Fire Chief (pgs. 54-55)

Fire Chief Boggeln reported on the Covid-19 impact – personnel and supplies are doing well. Viejas Casino is open though Alpine have not had any calls. Grant requests have been made for reimbursement of Covid-19 purchases. The office will begin opening slowly. Morale seems to be good with the Safety staff.

Fire Chief Boggeln thanked Board members Taylor and Willis for the productive Finance Committee meeting. The preliminary budget will be brought to the board for review and approval at the June meeting.

Due to the Training Center being closed the hours of training are down at this point.

2. Fire Marshal – April 2020 (pg. 56)

Report acknowledged.

3. Local 2638

No report.

4. Board or Staff Committee Reports (HCFA, HTFA, FAIRA, PASIS, et. al)

Director Taylor reported that Heartland Communications has approved their financial statements and draft budget that includes a 6% increase. The HCFA looking to hire a new PT Administrative Assistant and 1 new dispatcher. HCFA is moving to the upstairs of the building and has therefore transferring approximately 2.4 million from general fund for renovations.

5. Fire Statistics by Incident Type for prior month – April 2020 (pg. 57)

Report acknowledged.

MINUTES

6. Grant Update (pgs. 58-60)

Fire Chief clarified that the new grant submitted to the SD Regional Fire Foundation requests that each Firefighter to be given a Thermal Imaging Camera.

8) PUBLIC DISCUSSION

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Read. No public comments submitted.

9) DIRECTOR'S REPORTS

Items or reports from Board Members not printed on the Agenda may not be discussed by the Board, but if appropriate, will be placed on a future Agenda.

Easterling: No report.

Mann: No report.

Price: No report.

Taylor: Finance Committee budget looks tight, especially as it pertains to the UAL.

Willis: No report.

- 5:34pm adjourned to Closed Session

10) CLOSED SESSION

a) California Government Code §54957.6 CONFERENCE WITH NEGOTIATORS

Negotiators: Mann, Taylor

Title: Finance Officer Caccavo

b) California Government Code §54957.6 CONFERENCE WITH LABOR NEGOTIATORS

Negotiators: Mann, Taylor

Title: Local 2638

- 5:45 pm reconvened to Open Session
Direction given, no action taken.

11) ADJOURNMENT

Motion to adjourn at 5:47 pm

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

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

Abstaining (0); Absent (0)

MINUTES

NOTIFICATION OF NEXT MEETINGS

Next regular meeting will be held:

June 16, 2020 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

Preliminary Budget

Fiscal Year
2020/2021

BUDGET MESSAGE

June 16, 2020

President Easterling and Members of the Board:

We are pleased to present for your consideration the Fiscal Year 2020-21 Preliminary Budget. The District's primary objective is to provide the highest possible level of service to our community while demonstrating fiscal responsibility and providing adequate reserves. The Districts' goal is to present and maintain a balanced budget while addressing changes to our operational needs.

Budgetary and Financial Highlights

The FY 2020-21 General Fund Budget was developed with an emphasis on financial stability and improving the District's operations to enhance the levels of service to the community, as well as the District's financial position. The COVID-19 pandemic has placed an increased emphasis on fiscal prudence and restraint while maintaining operational readiness. Key budgetary items include:

- Continued emphasis on identifying cost saving measures and identifying budget priorities.
- The Fire Station is 14 years old and starting to show its age. The Plymovent Exhaust Removal System requires upgrading and the Station 17 Concrete Repair project will be moving forward.
- The Retired Annuitant position has not been funded in FY 2020-21.
- Staff is proposing that the part-time Administrative Assistant position change to a full-time position with additional responsibilities.
- The District has enhanced our operational capabilities with addition of a Type 3 apparatus. The District now has the ability to staff two Type 3 fire engines.
- Purchase of a pressure washer with a deionized water system.
- Property Tax Revenues for FY 2020-21 have been forecasted to increase by 1.0%. The projection of this revenue is of significant importance to the District this year, primarily due to the COVID-19 pandemic and its effect on the economy.
- Postpone staffing the Division Chief position until we have a better grasp on our long-term financial outlook.

While pension, healthcare, and workers' compensation costs continue to rise over time, the District is committed to good financial stewardship through efficient operational and budgetary management processes, including cutting costs whenever feasible.

In conclusion, the development of the Districts' annual budget takes a large amount of staff time and effort. I would like to thank the Captains, Finance Officer, and Fire Marshal for their continued efforts in the development of the budget process and preparation of the annual budget document.

With the new fiscal year approaching, I would like to express my deepest thanks and appreciation to the Board of Directors and Management Staff for their leadership, direction, and support, as well as their ongoing dedication and commitment to serving our community.

Sincerely,

Brian Boggeln
Fire Chief

**PRELIMINARY BUDGET
FY 2020/2021**

ALPINE FIRE PROTECTION DISTRICT



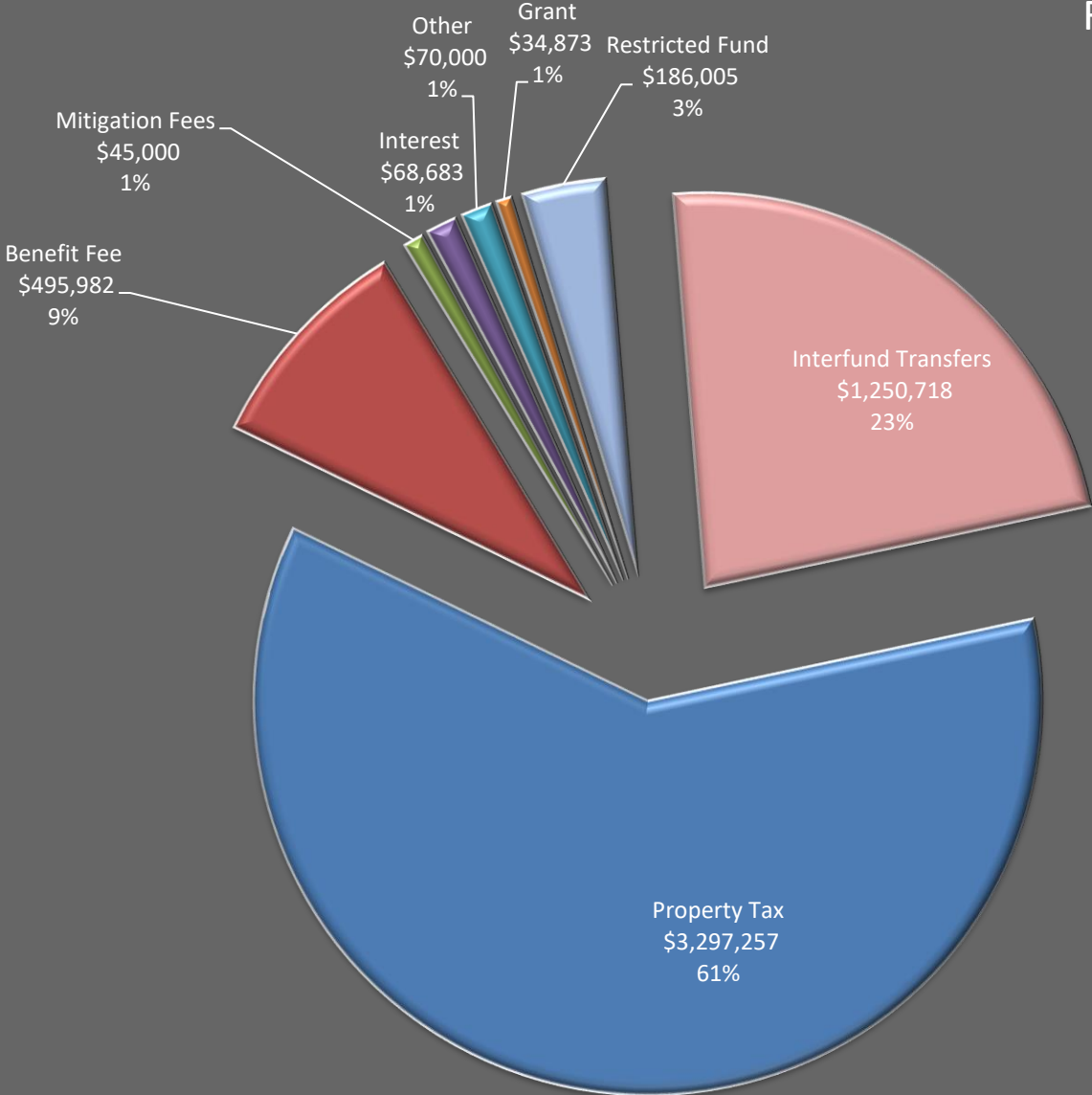
ACCT	CATEGORIES	FY19/20	FY20/21	DIFF	DIFF %
GENERAL REVENUE					
4000	COUNTY OF SAN DIEGO	\$ 3,807,239	\$ 3,832,760	\$ 25,521	1%
0.01	1% Property Tax	3,319,957	\$ 3,310,080	\$ (9,877)	
0.06	1% Property Tax refunds	\$ (22,700)	\$ (17,566)	\$ (5,134)	
0.02	Interest - General Fund	\$ 14,000	\$ 17,000	\$ (3,000)	
0.05	Benefit Fee (Board approved 2.4% increase 2/18/2020)	\$ 495,982	\$ 523,246	\$ (27,264)	
4002	INTEREST INCOME	\$ 53,683	\$ 52,100	\$ (1,583)	-3%
0.01	California Bank & Trust	\$ 100	\$ 100	\$ -	
0.02	PASIS	\$ 6,000	\$ 6,000	\$ -	
0.03	Investments	\$ 40,583	\$ 40,000	\$ 583	
0.04	LAIF	\$ 7,000	\$ 6,000	\$ 1,000	
4005.01	OTHER INCOME	\$ 70,000	\$ 71,000	\$ 1,000	1%
0.01	Plan check fees	\$ 11,000	\$ 12,000	\$ (1,000)	
0.02	First Responder Fund	\$ 14,000	\$ 14,000	\$ -	
0.04	Other	\$ 45,000	\$ 45,000	\$ -	
GENERAL INCOME		\$ 3,930,922	\$ 3,955,860	\$ 24,938	1%
GENERAL EXPENDITURES		\$ 4,954,968	\$ 4,256,497	\$ (698,471)	-16%
INTERFUND TRANSFERS (from restricted accrual funds into general fund for budgeted expenses)					
1000.01.1	Vacation Sick Accrual	\$ 203,336	\$ 5,364	\$ 197,972	
	CalPERS UAL	\$ 373,383	\$ 426,096	\$ (52,713)	
4005.12	SRPL Mitigation Funds	\$ 27,132	\$ 28,594	\$ (1,462)	
1002.10-13	Apparatus Accrual Funds	\$ 517,771	\$ 6,000	\$ 511,771	
4005.09	Equipment Fund - Equipment	\$ 129,096	\$ 37,500	\$ 91,596	
5050 - TOTAL INTERFUND TRANSFERS		\$ 1,250,718	\$ 503,554	\$ (747,164)	-148%
NET OPERATING REVENUE (OVER) OR UNDER BUDGET		\$ 226,672	\$ 202,917	\$ (23,755)	-12%
SPECIAL REVENUE					
4006	GRANT INCOME	\$ 34,873	\$ 15,873	\$ (19,000)	-120%
0.03	San Diego Regional Fire Foundation	\$ 9,000	\$ -	\$ -	
0.04	UASI 2018	\$ 2,612	\$ 2,612	\$ -	
0.04	UASI 2017	\$ -	\$ -	\$ -	
0.04	County of San Diego SHGP 2018	\$ 13,261	\$ 13,261	\$ -	
0.04	County of San Diego SHGP 2017	\$ -	\$ -	\$ -	
0.14	Alpine Fire Protection Foundation	\$ 10,000	\$ -	\$ -	
0.18	CA Fire Foundation	\$ -	\$ -	\$ -	
SPECIAL REVENUE INCOME		\$ 34,873	\$ 15,873	\$ (19,000)	-120%
SPECIAL REVENUE EXPENDITURES		\$ 34,873	\$ 15,873	\$ (19,000)	-120%
SPECIAL REVENUE (OVER) OR UNDER		\$ -	\$ -	\$ -	0%

Preliminary Budget: Adopted
 1st Hearing Final Budget:
 2nd Hearing Final Budget:
 3rd Hearing Final Budget:
 Final Budget Adopted:



ACCT	CATEGORIES	FY19/20	FY20/21	DIFF	DIFF %
RESTRICTED FUND INCOME					
4000.03	MITIGATION FUND	\$ 46,000	\$ 41,000	\$ (5,000)	-12%
0.03	Mitigation Fees	\$ 45,000	\$ 40,000		
0.04	Interest - Mitigation Fund	\$ 1,000	\$ 1,000		
4005	RESTRICTED FUND INCOME	\$ 186,005	\$ 165,000	\$ (21,005)	-13%
0.08	Ambulance Lease (Building) (to UAL)	\$ 37,880	\$ 120,000		
0.09	Ambulance ALS Agreement (Equipment) (to UAL)	\$ 116,125	\$ 30,000		
0.11	Vehicle Reimbursements (Vehicle)	\$ 32,000	\$ 15,000		
RESTRICTED FUND INCOME		\$ 232,005	\$ 206,000	\$ (26,005)	-13%
TRANSFER TO ACCRUAL ACCOUNTS (Allocated/Projected)					
	Fund Accrual Accounts for Capital Purchases	\$ 525,000	\$ 477,031	47,969	
5040	Available from Restricted Fund income	\$ 186,005	\$ 165,000		
5040	Available from budget surplus (plus or minus)	\$ 226,672	\$ 202,917		
5038	Available from contingency	\$ 120,432	\$ 109,114		
(OVER) OR UNDER		\$ 8,109	\$ (0)	\$ (8,109)	
	Transfer from Mitigation Fund Income		\$ -	-	
	Transfer from General Fund surplus	\$ 671	\$ -	671	
TOTAL BUDGET (OVER) or UNDER		\$ 8,780	\$ (0)	\$ (8,780)	0%
APPROPRIATIONS LIMIT (PROP 4-GANN)					
	Appropriation Limitation	3,675,029	3,834,599	159,570	4%
	Revenue subject to Limitation	3,305,942	3,324,080	18,138	1%
	Income under Spending Limitation	369,087	510,519	141,432	28%
	Total Operations, less mandated adjustments	3,675,017	3,444,203	(230,814)	-7%
	Total Expenditures under Limitation	12	390,396	390,384	100%

FY20/21 REVENUES



**PRELIMINARY BUDGET
FY 2020/2021**

ALPINE FIRE PROTECTION DISTRICT



ACCT	CATEGORIES	FY 19/20	FY 20/21	DIFF	DIFF %
	OPERATING EXPENSES				
5000	PAYROLL	\$ 1,911,665.00	\$ 1,902,974.00	\$ (8,691.00)	-21896%
0.01	Salaries	\$ 1,577,564.00	\$ 1,546,538.00	31,026.00	0%
0.02	OVERTIME	\$ 334,101.00	\$ 356,436.00	(22,335.00)	
	Critical Weather	\$ 23,492.00	\$ 24,954.00	(1,462.00)	
	FLSA	\$ 28,566.00	\$ 30,344.00	(1,778.00)	
	Sick Coverage	\$ 61,079.00	\$ 64,879.00	(3,800.00)	
	Strike Team	\$ 2,820.00	\$ 2,995.00	(175.00)	
	Training	\$ 20,718.00	\$ 18,566.00	2,152.00	
	Unclassified, Meetings, Misc.	\$ 9,397.00	\$ 14,972.00	(5,575.00)	
	Vacation and Holiday Coverage	\$ 180,981.00	\$ 192,240.00	(11,259.00)	
	Workers Comp Coverage	\$ 7,048.00	\$ 7,486.00	(438.00)	
5002	EMPLOYEE BENEFITS	\$ 1,442,330.00	\$ 1,274,984.75	\$ (167,345.25)	-762%
0.01	Educational Incentive (MOU)	\$ 123,463.00	\$ 85,360.00	38,103.00	
0.02	Vacation and Sick Leave Cash Out (MOU)	\$ 203,336.00	\$ 184,511.75	18,824.25	
0.03	Medicare Tax (Employer)	\$ 37,480.00	\$ 34,952.00	2,528.00	
0.04	CalPERS Retirement (MOU)	\$ 341,672.00	\$ 359,433.00	(17,761.00)	
0.04	CalPERS Unfunded Actuarial Liability (UAL)	\$ 373,383.00	\$ 426,096.00	(52,713.00)	
0.05	Health Insurance (MOU)	\$ 343,582.00	\$ 163,280.00	180,302.00	
0.06	Life Insurance (MOU)	\$ 5,704.00	\$ 5,850.00	(146.00)	
0.07	Long Term Disability Insurance (MOU)	\$ 5,307.00	\$ 6,216.00	(909.00)	
0.08	Social Security Tax (Employer)	\$ 2,803.00	\$ 4,286.00	(1,483.00)	
0.09	Payroll Direct Deposit	\$ 600.00	\$ -	600.00	
0.10	Retirement 401 (a)	\$ 5,000.00	\$ 5,000.00	-	
5006	UNEMPLOYMENT	\$ 4,000.00	\$ 1,000.00	\$ (3,000.00)	-33%
5007	CLOTHING	\$ 32,350.00	\$ 31,985.00	\$ (365.00)	-8763%
0.01	Class A and Station Uniforms	\$ 7,890.00	\$ 8,550.00	(660.00)	
0.01	Uniform Accessories	\$ 2,925.00	\$ 1,500.00	1,425.00	
0.02	Station Boots	\$ 2,520.00	\$ 2,520.00	-	
0.03	Turn Outs, Accessories, Helmets and Maintenance	\$ 17,375.00	\$ 17,775.00	(400.00)	
0.04	Wildland Gear	\$ 1,640.00	\$ 1,640.00	-	
5008	COMMUNICATION	\$ 119,717.00	\$ 117,257.00	\$ (2,460.00)	-4767%
0.01	HCFA - RCS - Internet	\$ 113,191.00	\$ 111,544.00	1,647.00	
0.02	Pagers & Mobile Phones	\$ 3,175.00	\$ 3,231.00	(56.00)	
0.03	Mobile Data Terminals, License and Software	\$ 3,151.00	\$ 2,282.00	869.00	
0.05	Emergency Operations Center (EOC)	\$ 200.00	\$ 200.00	-	
5009	PASIS	\$ 193,519.00	\$ 295,363.00	\$ 101,844.00	290%
0.01	Administration	\$ 93,519.00	\$ 95,363.00	(1,844.00)	
0.02	Claims	\$ 100,000.00	\$ 200,000.00	(100,000.00)	
5010	HOUSEHOLD	\$ 4,563.00	\$ 4,963.00	\$ 400.00	1241%
5011	FAIRA	\$ 16,343.00	\$ 18,141.00	\$ 1,798.00	1009%

Preliminary Budget: Adopted
 1st Hearing Final Budget:
 2nd Hearing Final Budget:
 3rd Hearing Final Budget:
 Final Budget Adopted:

**PRELIMINARY BUDGET
FY 2020/2021**

ALPINE FIRE PROTECTION DISTRICT



ACCT	CATEGORIES	FY 19/20	FY 20/21	DIFF	DIFF %
	OPERATING EXPENSES				
5012	MAINTENANCE-EQUIPMENT	\$ 88,716.00	\$ 94,806.00	\$ 6,090.00	1557%
12.01	E17 (2015-KME)	\$ 14,510.00	\$ 16,620.00	(2,110.00)	
12.02	E217 (2002-KME)	\$ 14,172.00	\$ 9,245.00	4,927.00	
12.03	B17 (2002-Masterbody)	\$ 3,245.00	\$ 6,995.00	(3,750.00)	
12.03	B17 (2019 Hi-Tec)	\$ 2,750.00	\$ 7,995.00		
12.04	U17 (2018-F250)	\$ 200.00	\$ 1,350.00	(1,150.00)	
12.05	Rescue Tools	\$ 750.00	\$ 865.00	(115.00)	
12.06	Hydrants	\$ 100.00	\$ 100.00	-	
12.07	Station Generator	\$ 2,021.00	\$ 2,150.00	(129.00)	
12.08	SCBA Compressor	\$ 1,852.00	\$ 1,851.00	1.00	
12.09	Portable Extinguishers	\$ 170.00	\$ 144.00	26.00	
12.10	Ladder testing	\$ 400.00	\$ 195.00	205.00	
12.11	Misc. Equipment/Shop	\$ 800.00	\$ 800.00	-	
12.12	Fuel	\$ 26,020.00	\$ 25,955.00	65.00	
12.13	Foam (Class A)	\$ 1,000.00	\$ 1,500.00	(500.00)	
12.14	Fire Hose, Brass and Nozzles	\$ 4,000.00	\$ 5,300.00	(1,300.00)	
12.15	Vehicle Maintenance Software	\$ 1,431.00	\$ 1,341.00		
12.16	Air Compressor	\$ 820.00	\$ 820.00	-	
12.18	P4706 - 2007 Ford Ranger	\$ 2,100.00	\$ 1,300.00	800.00	
12.19	SCBA's	\$ 775.00	\$ 1,180.00	(405.00)	
12.20	4705 - 2008 Ford Expedition	\$ 1,250.00	\$ 1,550.00	(300.00)	
12.21	4701 - 2012 Dodge Powerwagon	\$ 3,950.00	\$ 2,800.00	1,150.00	
12.22	4702 - 2012 Dodge Powerwagon	\$ 6,400.00	\$ 3,500.00	2,900.00	
12.23	4705 - 2020 Ford Explorer	\$ -	\$ 1,250.00	(1,250.00)	
5013	MAINTENANCE-RADIOS	\$ 2,000.00	\$ 6,900.00	\$ 4,900.00	141%
13.01	Radio Maintenance Contract	\$ -	\$ 4,900.00	(4,900.00)	
13.02	Radio Accessories	\$ 2,000.00	\$ 2,000.00	-	
5014	MAINTENANCE-STRUCTURES	\$ 32,249.00	\$ 30,906.00	\$ (1,343.00)	-2301%
14.01	Structure, Grounds, Plymovent, Gym maintenance	\$ 16,090.00	\$ 21,248.00	(5,158.00)	
14.02	HVAC maintenance	\$ 2,580.00	\$ 2,200.00	380.00	
14.03	Overhead Doors and Gates	\$ 10,048.00	\$ 4,270.00	5,778.00	
14.04	Alarm System	\$ 3,531.00	\$ 3,188.00	343.00	
5015	MEDICAL SUPPLIES	\$ 2,825.00	\$ 12,932.00	\$ 10,107.00	128%
15.01	Disposable supplies	\$ 1,000.00	\$ 2,000.00	(1,000.00)	
15.02	Defibrillator supplies	\$ 500.00	\$ 1,000.00	(500.00)	
15.03	Medic Engine Equipment	\$ 500.00	\$ 500.00	-	
15.04	Defibrillator maintenance	\$ 50.00	\$ 8,242.00	(8,192.00)	
15.05	Multi Casualty/CERT Trailer	\$ 300.00	\$ 300.00	-	
15.07	Narcotic Management	\$ 475.00	\$ 890.00	(415.00)	
5016	MEMBERSHIP	\$ 3,953.00	\$ 3,673.00	\$ (280.00)	-1312%
	Maintenance Division	\$ 40.00	\$ -	40.00	
	Fire Prevention	\$ 555.00	\$ 635.00	(80.00)	
	Division Chief	\$ 250.00	\$ 250.00	-	
	District	\$ 600.00	\$ 512.00	88.00	
	Fire Chief	\$ 1,345.00	\$ 1,345.00	-	
	Finance Division	\$ 1,163.00	\$ 931.00	232.00	

Preliminary Budget: Adopted
 1st Hearing Final Budget:
 2nd Hearing Final Budget:
 3rd Hearing Final Budget:
 Final Budget Adopted:

**PRELIMINARY BUDGET
FY 2020/2021**

ALPINE FIRE PROTECTION DISTRICT



ACCT	CATEGORIES	FY 19/20	FY 20/21	DIFF	DIFF %
	OPERATING EXPENSES				
5018	OFFICE EXPENSE	\$ 40,222.00	\$ 38,403.00	\$ (1,819.00)	-2111%
18.01	Expendable Supplies & Printing	\$ 1,450.00	\$ 1,450.00	-	
18.01	Fire Prevention - Printing	\$ 300.00	\$ 300.00	-	
18.02	District postage	\$ 300.00	\$ 370.00	(70.00)	
18.02	Fire Prevention - Postage	\$ 500.00	\$ 500.00	-	
18.03	Office Machines, Equipment and Software	\$ 36,472.00	\$ 34,583.00	1,889.00	
18.04	CrewSense	\$ 1,200.00	\$ 1,200.00	-	
5019	PROFESSIONAL FEES	\$ 29,600.00	\$ 35,600.00	\$ 6,000.00	593%
19.01	Legal Counsel	\$ 19,150.00	\$ 19,150.00	-	
19.02	Auditor	\$ 10,450.00	\$ 10,450.00	-	
19.05	Election	\$ -	\$ 6,000.00	(6,000.00)	
5023	TRAINING	\$ 26,271.00	\$ 29,121.00	\$ 2,850.00	1022%
23.01	Manuals, Software, Training tools	\$ 2,500.00	\$ 2,440.00	60.00	
23.02	Medical Training	\$ -	\$ 4,000.00	(4,000.00)	
23.03	Heartland Training	\$ 14,521.00	\$ 14,421.00	100.00	
23.04	MOU - Education	\$ 6,000.00	\$ 6,000.00	-	
23.05	Training workshops	\$ 3,250.00	\$ 2,260.00	990.00	
5025	WORKSHOPS - MANAGEMENT	\$ 31,890.00	\$ 21,840.00	\$ (10,050.00)	-217%
25.01	Finance Officer	\$ 8,330.00	\$ 6,180.00	2,150.00	
25.02	Fire Chief, Division Chief	\$ 12,900.00	\$ 2,850.00	10,050.00	
25.03	Board Members	\$ 2,500.00	\$ 2,350.00	150.00	
25.04	In House and Succession Training	\$ 7,160.00	\$ 6,960.00	200.00	
25.05	Fire Prevention	\$ 1,000.00	\$ 3,500.00	(2,500.00)	
5028	UTILITIES	\$ 52,822.00	\$ 51,692.00	\$ (1,130.00)	-4575%
28.01	Gas and Electric	\$ 37,126.00	\$ 38,983.00	(1,857.00)	
28.02	Telephone	\$ 6,020.00	\$ 2,500.00	3,520.00	
28.03	Water	\$ 7,329.00	\$ 7,697.00	(368.00)	
28.04	Trash	\$ 1,205.00	\$ 1,312.00	(107.00)	
28.05	Sewer	\$ 1,142.00	\$ 1,200.00	(58.00)	
5030	SPECIAL DISTRICT EXPENSE	\$ 93,913.00	\$ 95,386.00	\$ 1,473.00	6476%
30.01	District Operations	\$ 6,385.00	\$ 6,990.00	(605.00)	
30.02	Fire Prevention - Publishing	\$ 500.00	\$ 500.00	-	
30.02	District Publishing	\$ 160.00	\$ 160.00	-	
30.04	Tax Collection Fees	\$ 50,787.00	\$ 51,562.00	(775.00)	
30.05	Rehab Fireground Meals	\$ 1,000.00	\$ 1,500.00	(500.00)	
30.06	Wellness Fitness	\$ 31,798.00	\$ 31,391.00	407.00	
30.08	LAFCO Budget	\$ 2,348.00	\$ 2,348.00	-	
30.10	Web Site	\$ 160.00	\$ 160.00	-	
30.11	Recruitment	\$ 775.00	\$ 775.00	-	
30.16	Reimbursable expenses	\$ -	\$ -		
5031	DIRECTORS FEES	\$ 7,000.00	\$ 7,000.00	\$ -	#DIV/0!

Preliminary Budget: Adopted
 1st Hearing Final Budget:
 2nd Hearing Final Budget:
 3rd Hearing Final Budget:
 Final Budget Adopted:

**PRELIMINARY BUDGET
FY 2020/2021**

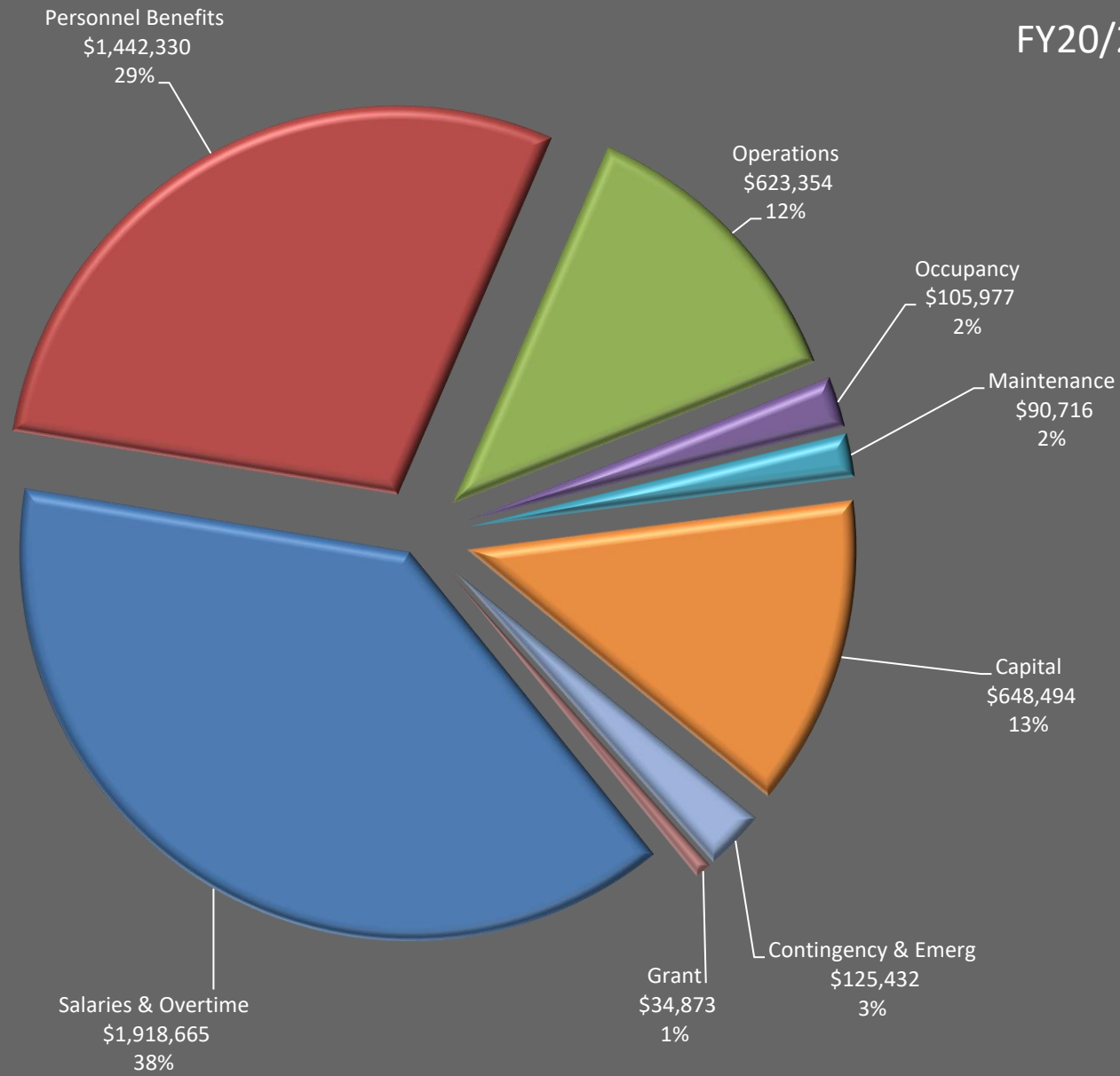
ALPINE FIRE PROTECTION DISTRICT



ACCT	CATEGORIES	FY 19/20	FY 20/21	DIFF	DIFF %
	OPERATING EXPENSES				
5032	FIRE PREVENTION	\$ 13,175.00	\$ 9,685.00	\$ (3,490.00)	-278%
32.01	Public Education	\$ 5,100.00	\$ 5,100.00	-	
32.02	Supplies	\$ 2,935.00	\$ 1,085.00	1,850.00	
32.03	Classes/Workshops - Fire Prevention	\$ 4,440.00	\$ 2,800.00	1,640.00	
32.04	Mapping	\$ 700.00	\$ 700.00	-	
5035	UNCAPITALIZED EQUIPMENT	\$ 31,919.00	\$ 14,271.00	\$ (17,648.00)	
	Communications	\$ 5,338.00	\$ -	5,338.00	
	Engines	\$ 3,859.00	\$ -		
	Facilities	\$ 6,000.00	\$ 12,771.00		
	Office	\$ 4,400.00	\$ 1,500.00	2,900.00	
	Operations	\$ 5,250.00	\$ -	5,250.00	
	Vehicles	\$ 7,072.00	\$ -		
	TOTAL OPERATING BUDGET	\$ 4,181,042.00	\$ 4,098,882.75	\$ (82,159.25)	-4989%
	CAPITAL EXPENSES				
5037	CAPITAL EQUIPMENT	\$ 648,494.00	\$ 43,500.00	\$ (604,994.00)	-7%
	Capital Equipment	\$ 648,494.00	\$ 43,500.00	\$ 604,994.00	
5038	CONTINGENCY FUND - EMERGENCY FUND	\$ 120,432.00	\$ 109,114.00	\$ (11,318.00)	
	<i>3% of Operating Budget - minus emergency fund.</i>	<i>\$ 125,432.00</i>	<i>\$ 114,114.00</i>		
	<i>Board direction reduce contingency to balance budget</i>	<i>\$ -</i>			
5039	EMERGENCY FUND	\$ 5,000.00	\$ 5,000.00	\$ -	
	TOTAL GENERAL EXPENDITURES	\$ 4,954,968.00	\$ 4,256,496.75	\$ (698,471.25)	-609%
	SPECIAL REVENUE EXPENSES				
5003	GRANT EXPENSES	\$ 34,873.00	\$ 15,873.00	\$ (19,000.00)	-84%
0.03	SD REGIONAL FIRE & EMERGENCY	\$ 9,000.00	\$ -		
0.04	COSD - SHSGP 2017	\$ -	\$ -		
0.04	COSD - SHGP 2018	\$ 13,261.00	\$ 13,261.00		
0.04	COSD - SHGP 2019	\$ -	\$ -		
0.04	UASI 2017	\$ -	\$ -		
0.04	UASI 2018	\$ 2,612.00	\$ 2,612.00		
0.14	ALPINE FIRE FOUNDATION	\$ 10,000.00	\$ -		
5003	GRANT EXPENSES	\$ 34,873.00	\$ 15,873.00	\$ (19,000.00)	-84%

Preliminary Budget: Adopted
 1st Hearing Final Budget:
 2nd Hearing Final Budget:
 3rd Hearing Final Budget:
 Final Budget Adopted:

FY20/21 EXPENSES



**Preliminary Budget
FY 2020/2021**

**ALPINE FIRE
PROTECTION DISTRICT**

ACCT	CATEGORIES	FY19/20	FY20/21	DIFF
RESTRICTED FUNDS - AUXILIARY				
1000.01.1	VACATION SICK CASH OUT	\$ 203,336.00	\$ 184,511.75	\$ (18,824.25)
5002.02	Vacation Leave Potential Annual Estimate	\$ 87,303.00	\$ 36,837.00	
5002.02	Sick Leave Potential Annual Estimate	\$ 44,033.00	\$ 89,269.00	
	Sick/ Vacation Potential Retirement Estimate		\$ 33,405.75	
	Sick leave conversion to 457(b) MOU	\$ 72,000.00	\$ 25,000.00	
	CalPERS UAL	\$ 373,383.00	\$ 426,096.00	\$ 52,713.00
5002.04	CalPERS Unfunded Actuarial Liability	\$ 373,383.00	\$ 426,096.00	
1002	ECONOMIC UNCERTAINTY FUND	\$ -	\$ -	\$ -
		\$ -	\$ -	
2003.12	SRPL - SUNRISE MITIGATION FUND	\$ 27,132.00	\$ 28,594.00	\$ 1,462.00
5000.02	Overtime - Critical Weather	\$ 23,492.00	\$ 24,954.00	
5007.04	Wildland Gear (<i>new hire \$1640.00</i>)	\$ 1,640.00	\$ 1,640.00	
5013.02	Radios - Repairs/Batteries	\$ 2,000.00	\$ 2,000.00	
5030.16	Reimbursable expenses	\$ -	\$ -	
1002	APPARATUS ACCRUAL FUND	\$ 517,771.00	\$ 6,000.00	\$ (511,771.00)
5037	Brush 17 (Mechanical Foam Fill)	\$ 511,121.00	\$ 6,000.00	
	NCEVS consulting fee	\$ 6,650.00	\$ -	
	EQUIPMENT FUND	\$ 129,096.00	\$ 37,500.00	\$ (91,596.00)
5012.19	NFPA 2018 Pak-Alert Upgrade	\$ -	\$ -	
5012.01	2 portable, rechargeable scene lights E17. Fox Fury Scene Lights (Restricted equipment fund)	\$ -	\$ -	
5012.02	2 portable, rechargeable scene lights E217. Fox Fury Scene Lights (Restricted equipment fund)	\$ -	\$ -	
5035 - Uncapitalized (Equipment)		\$ 21,378.00	\$ 30,000.00	\$ 8,622.00
Communications	3 Bendix King Radios - VHF	\$ -		
	BR17 - Radios (Restricted Equip Fund)	\$ 3,000.00	\$ -	
	Grant - 2019 SD Regional Fire Foundation - District portion of award:			
	1 mobile BR; 1 portable VHF; Airbags (Restricted Equip Fund)	\$ 2,338.00		
		\$ -	\$ -	
	4702	\$ -	\$ -	
Engines	E17 & E217 Gas Detector Qty 2 (Restricted Equip Fund)	\$ 2,546.00		
	BR17 - Equipment (Restricted Equip Fund)	\$ 5,250.00		
Facilities	Concrete Repairs		\$ 30,000.00	
	Ductless A/C Unit in IT Room (Restricted Building Fund)	\$ 4,000.00		
Vehicles	U17 - Lightbar (Restricted Equip Fund)	\$ 3,765.00		
	U17 - Console (Restricted Equip Fund)	\$ 479.00		
5037 - Capitalized (Equipment)		\$ 107,718.00	\$ 37,500.00	\$ (70,218.00)
Engines	E17 MDC (Restricted Radios/MDT's)	\$ 6,550.00		
Operations	BA Compressor (Equip Replacement Fund)	\$ 63,668.00		
Vehicles	U17 Vehicle (purchased 8/2018)	\$ -		
	4705 Vehicle: incl graphics (Cap Vehicle Replacement Fund) (not received in FY19/20)	\$ 37,500.00	\$ 37,500.00	

ALPINE FIRE PROTECTION DISTRICT
3 YEAR FINAL BUDGET

ACCT	CATEGORIES	FY18/19	FY19/20	FY20/21
5000.01	SALARIES	\$ 1,609,463.00	\$ 1,577,564.00	\$ 1,546,538.00
5000.02	OVERTIME	\$ 347,058.00	\$ 334,101.00	\$ 356,436.00
5002.01	EDUCATIONAL INCENTIVE	\$ 111,288.00	\$ 123,463.00	\$ 85,360.00
5002.02	VACATION/SICK LEAVE	\$ 181,167.00	\$ 203,336.00	\$ 184,511.75
5002.03	MEDICARE	\$ 37,045.00	\$ 37,480.00	\$ 34,952.00
5002.04/08	RETIREMENT	\$ 628,263.00	\$ 717,858.00	\$ 789,815.00
5002.05/06	GROUP INSURANCE	\$ 385,210.00	\$ 349,286.00	\$ 169,130.00
5002.07	LTD INSURANCE	\$ 5,307.00	\$ 5,307.00	\$ 6,216.00
5002.09	PAYROLL EXPENSE	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
5006	UNEMPLOYMENT	\$ 500.00	\$ 4,000.00	\$ 1,000.00
5007	CLOTHING	\$ 20,500.00	\$ 32,350.00	\$ 31,985.00
5008	COMMUNICATIONS	\$ 124,275.00	\$ 119,717.00	\$ 117,257.00
5009	PASIS - WORKERS COMP	\$ 164,383.00	\$ 193,519.00	\$ 295,363.00
5010	HOUSEHOLD	\$ 4,563.00	\$ 4,563.00	\$ 4,963.00
5011	FAIRA	\$ 13,531.00	\$ 16,343.00	\$ 18,141.00
5012	MAINT-EQUIP	\$ 107,431.00	\$ 88,716.00	\$ 94,806.00
5013	MAINT-RADIOS	\$ 5,600.00	\$ 2,000.00	\$ 6,900.00
5014	MAINT-STRUCTURES	\$ 33,706.00	\$ 32,249.00	\$ 30,906.00
5015	MEDICAL SUPPLIES	\$ 8,500.00	\$ 2,825.00	\$ 12,932.00
5016	MEMBERSHIP	\$ 3,269.00	\$ 3,953.00	\$ 3,673.00
5018	OFFICE EXPENSE	\$ 38,678.00	\$ 40,222.00	\$ 38,403.00
5019	PROFESSIONAL FEES	\$ 33,650.00	\$ 29,600.00	\$ 35,600.00
5023	TRAINING	\$ 29,530.00	\$ 26,271.00	\$ 29,121.00
5025	WORKSHOPS - MANAGEMENT	\$ 32,190.00	\$ 31,890.00	\$ 21,840.00
5028	UTILITIES	\$ 48,522.00	\$ 52,822.00	\$ 51,692.00
5030	SPECIAL DISTRICT EXPENSES	\$ 86,789.00	\$ 93,913.00	\$ 95,386.00
5031	DIRECTORS FEES	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
5032	FIRE PREVENTION	\$ 9,965.00	\$ 13,175.00	\$ 9,685.00
5035	UNCAPITALIZED EQUIPMENT	\$ 10,649.00	\$ 31,919.00	\$ 14,271.00
TOTAL OPERATING EXPENSES		\$ 4,093,032.00	\$ 4,180,442.00	\$ 4,098,882.75
5037	CAPITAL EQUIPMENT	\$ 444,150.00	\$ 648,494.00	\$ 43,500.00
5038	CONTINGENCY FUND	\$ 109,114.00	\$ 120,432.00	\$ 109,114.00
5039	EMERGENCY FUND	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL CAPITAL EXPENSES		\$ 558,264.00	\$ 773,926.00	\$ 157,614.00
5003	GRANT EXPENSES	\$ 33,006.00	\$ 34,873.00	\$ 15,873.00
TOTAL SPECIAL REVENUE EXPENSES		\$ 33,006.00	\$ 34,873.00	\$ 15,873.00
TOTAL EXPENDITURES		\$ 4,684,302.00	\$ 4,989,241.00	\$ 4,272,369.75



RESOLUTION # 19/20-12

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ALPINE FIRE PROTECTION DISTRICT
ESTABLISHING THE LIMIT FOR APPROPRIATIONS
OF PROCEEDS OF TAX SUBJECT TO LIMITATION
FOR FISCAL YEAR 2020/2021**

WHEREAS, In November 1979, the California electorate did adopt Proposition 4, which added Article X111B of the California Constitution; and

WHEREAS, the provisions of the Article require the District to establish a maximum spending limitation;

IT IS HEREBY RESOLVED; that the calculated maximum “Gann” limit applicable to the 2020/21 appropriations of proceeds of tax, based upon the population and cost of living per capita income increase, provided by the State of California Department of Finance for the Alpine Fire Protection District is \$3,834,599

<i>2019/20 Appropriation Limitation:</i>		\$3,675,029
<i>Adjustments:</i>		
<i>Per Capita Personal Income</i>	=	1.0373
<i>Population Change (Unincorporated County)</i>	=	1.0059
<i>Factor for 2020/2021</i>	=	1.0434
<i>2020/21 Appropriation Limitation:</i>		\$3,834,599

PASSED AND ADOPTED by the Board of Directors of the Alpine Fire Protection District, County of San Diego, State of California, on the 16th day of June, 2020 by the following vote:

- AYES:** ()
- NOES:** ()
- ABSTAIN:** ()
- ABSENT:** ()

Jim Easterling
President of the Board

Pat Price
Board Secretary

Alpine Fire Protection District

I hereby certify that the above and foregoing is a full and true copy of Resolution 19/20-11 of the Resolutions of the Alpine Fire Protection District, as adopted by the Alpine Fire Protection District Board of Directors at a Regular Meeting held on June 16, 2020.

Hannah Hughes, Clerk of the Board

Date

**ALPINE FIRE PROTECTION DISTRICT
 ARTICLE XIII B APPROPRIATION OF PROCEEDS OF TAX LIMITATION
 DETERMINATION 2020-2021**

1 DETERMINATION OF PERMITTED GROWTH RATE IN APPROPRIATION		2020-2021	
CALIF.PER CAPITA INCOME		3.73%	1.0373
UNINCORPORATED COUNTY POPULATION FACTOR		0.59%	1.0059
FACTOR FOR 2020/2021			1.0434
APPROPRIATION LIMIT - PRIOR FISCAL YEAR	2019-2020		3,675,029
APPROPRIATION FACTOR	2020-2021		1.0434
APPROPRIATION LIMIT - CURRENT FISCAL YEAR	2020-2021		3,834,599
ALLOCATED REVENUE	FROM TAXES	NON TAXES	
1% PROP TAX	3,310,080		
INTEREST, PROP TAX	14,000		
SPECIAL DISTRICT BENEFIT FEE		509,040	
PLAN CHECK FEES		12,000	
FIRST RESPONDER		13,000	
MITIGATION FEES		40,000	
INTEREST (OTHER)		40,000	
TOTAL INCOME	3,324,080	614,040	
INCOME UNDER SPENDING LIMITATION			510,519
2 ADJUSTMENTS - MANDATE COST: Section 9 (b) of Article X111b of the constitution. Qualified capital outlay Prop 111.			
CAPITAL OUTLAY PROJECTS		120,688	
CAPITAL IMPROVEMENTS		0	
MAINTENANCE OF ASSETS		184,083	
INCREASED POSTAGE COST		0	
COUNTY ADMINISTRATIVE FEES		51,811	
FLSA		30,344	
MEDICARE COVERAGE		34,952	
HCFA OPERATIONS & COMMUNICATIONS		111,744	
TOTAL ADJUSTMENTS			533,622
3 TOTAL PROPOSED EXPENDITURES	2020-2021	3,977,825	
LESS ADJUSTMENTS		-533,622	
TOTAL EXPENDITURES MINUS ADJUSTMENTS		3,444,203	
TOTAL EXPENDITURES UNDER LIMITATION			390,396

ALPINE FIRE PROTECTION DISTRICT

SECTION 1: ADMINISTRATION MANUAL CHAPTER 2: PERSONNEL JOB DESCRIPTIONS

ADMINISTRATIVE DIRECTOR

Policy # 2003

Fire Chief: Brian Boggeln Approved:

Board Approval: Yes

CLASSIFICATION

Exempt; At-Will; Miscellaneous

SALARY RANGE

Based on Current MOU

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, budget, 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.

ALPINE FIRE PROTECTION DISTRICT

SECTION 1: ADMINISTRATION MANUAL CHAPTER 2: PERSONNEL JOB DESCRIPTIONS

ADMINISTRATIVE DIRECTOR

Policy # 2003

Fire Chief: Brian Boggeln Approved:

Board Approval: Yes

- 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.

ALPINE FIRE PROTECTION DISTRICT

SECTION 1: ADMINISTRATION MANUAL CHAPTER 2: PERSONNEL JOB DESCRIPTIONS

ADMINISTRATIVE DIRECTOR

Policy # 2003

Fire Chief: Brian Boggeln Approved:

Board Approval: Yes

- 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.

ALPINE FIRE PROTECTION DISTRICT

SECTION 1: ADMINISTRATION MANUAL CHAPTER 2: PERSONNEL JOB DESCRIPTIONS

ADMINISTRATIVE DIRECTOR

Policy # 2003

Fire Chief: Brian Boggeln Approved:

Board Approval: Yes

Experience

Proven full-time accounting experience with a fire 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.

ALPINE FIRE PROTECTION DISTRICT

SECTION 1: ADMINISTRATION MANUAL
CHAPTER 2: PERSONNEL JOB DESCRIPTIONS

ADMINISTRATIVE DIRECTOR

Policy # 2003

Fire Chief: Brian Boggeln Approved:

Board Approval: Yes

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.

Brian Boggeln, Fire Chief

Date

ALPINE FIRE PROTECTION DISTRICT
Balance Sheet
 As of May 31, 2020

May 31, 20

ASSETS

Current Assets

Checking/Savings

1000 - COUNTY OF SAN DIEGO

1000.01 - Gen. 310100-47500

Committed for Vac-Sick Liabilit	53,529.41
Committed for Capital Accrual	133,166.26
1000.01 - Gen. 310100-47500 - Other	2,319,462.34

Total 1000.01 - Gen. 310100-47500 2,506,158.01

1000.02 - Mitig.310135-47505

Committed for Capital accrual	10,523.38
1000.02 - Mitig.310135-47505 - Other	66,766.53

Total 1000.02 - Mitig.310135-47505 77,289.91

Total 1000 - COUNTY OF SAN DIEGO 2,583,447.92

1001 - OTHER A/C'S

1001.01 - CB&T-Checking 110,239.48

1001.04 - CB&T-(Workers Comp) 22,839.51

1101.06 - CB&T Money Plus

General	55,511.25
Assigned Capital Veh Rep Fund	25,892.96
Assigned Building Accrual Fund	43,960.70
Assigned Equipment Accrual Fund	145,156.25

Total 1101.06 - CB&T Money Plus 270,521.16

1101.09 - CB&T Savings (Grant) 500.50

Total 1001 - OTHER A/C'S 404,100.65

Total Checking/Savings 2,987,548.57

Accounts Receivable

1003 - *Accounts Receivable 15,148.94

Total Accounts Receivable 15,148.94

Other Current Assets

1002 - OTHER CURRENT ASSETS

1002.1 - LAIF 17-37-006

General	25,575.08
Assigned Building Accrual Fund	27,103.24
Assigned Vehicle Replacement	37,500.00
Committed SRPL Funds	18,831.57
Committed Building Accrual Fund	26,723.79
Committed Equipment Replacement	16,303.25
Committed OPEB Liability	38,000.00
Committed Radio Replacement	28,000.00
Committed Vehicle Replacement	228,366.41
Committed Vacation Sick	13,484.26

Total 1002.1 - LAIF 17-37-006 459,887.60

1002.2 - PASIS-Risk Pool Deposit 503,061.08

1002.6 - Petty Cash 100.00

ALPINE FIRE PROTECTION DISTRICT
Balance Sheet
As of May 31, 2020

	<u>May 31, 20</u>
1002.65 · Change Account	100.00
1002.10 · Multi-Bank Securities	
Securities	<u>204,721.88</u>
Total 1002.10 · Multi-Bank Securities	204,721.88
1002.13 · P1R-354391 - Comerica AFPD fund	
Securities	1,673,842.52
Money Market	<u>270,517.95</u>
Total 1002.13 · P1R-354391 - Comerica AFPD fund	1,944,360.47
1002.14 · P1R-114381 - Comerica SRPL fund	
Securities	296,228.89
Money Market	<u>13,827.84</u>
Total 1002.14 · P1R-114381 - Comerica SRPL fund	<u>310,056.73</u>
Total 1002 · OTHER CURRENT ASSETS	<u>3,422,287.76</u>
Total Other Current Assets	<u>3,422,287.76</u>
Total Current Assets	6,424,985.27
TOTAL ASSETS	<u>6,424,985.27</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>67,968.25</u>
Total Accounts Payable	67,968.25
Credit Cards	
2002 · CREDIT CARDS	
CalCard (Alicea Caccavo -6962)	-331.78
CalCard (Brian Boggeln -1835)	1,826.28
2002 · CREDIT CARDS - Other	<u>-339.92</u>
Total 2002 · CREDIT CARDS	<u>1,154.58</u>
Total Credit Cards	1,154.58
Other Current Liabilities	
1800 · Market value of portfolio	111,659.07
2001 · ACCRUED LIABILITIES	
2001.02 · Accrued Vacation	<u>185,810.00</u>
Total 2001 · ACCRUED LIABILITIES	185,810.00
2003 · OTHER LIABILITIES	
2003.12 · SRPL Mitigation Funds	<u>293,819.08</u>
Total 2003 · OTHER LIABILITIES	293,819.08
2100 · PAYROLL LIABILITIES	
2100.26 · PERS Safety Add'l 1%	837.97
2100.01 · Federal Income Tax	-15.00
2100.02 · State Income Tax	-0.07
2100.03 · MediCare Tax	-24.30
2100.04 · CalPERS Retirement - Company	83,617.75
2100.21 · CalPERS Retirement - Employee	1,417.18
2100.05 · 457b Deferred Comp	500.00

ALPINE FIRE PROTECTION DISTRICT

Balance Sheet

As of May 31, 2020

	<u>May 31, 20</u>
2100.07 · Long Term Disability	526.12
2100.17 · Supplemental Life Insurance	-21.80
2100.22 · Health Benefits {ER}	19,078.67
2100.23 · Reportable Health Coverage {EE}	1,781.89
Total 2100 · PAYROLL LIABILITIES	<u>107,698.41</u>
Total Other Current Liabilities	<u>698,986.56</u>
Total Current Liabilities	768,109.39
Long Term Liabilities	
2500 · LONG TERM LIABILITIES	
2500.11 · ACCRUED CLAIMS LIABILITY	276,220.00
2500.01 · Compensated Absences	-92,904.90
Total 2500 · LONG TERM LIABILITIES	<u>183,315.10</u>
Total Long Term Liabilities	<u>183,315.10</u>
Total Liabilities	951,424.49
Equity	
1110 · Retained Earnings	3,906,386.26
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	<u>1,556,248.88</u>
Net Income	<u>10,925.64</u>
Total Equity	<u>5,473,560.78</u>
TOTAL LIABILITIES & EQUITY	<u><u>6,424,985.27</u></u>

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
 July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4000 · COUNTY OF S.D.				
4000.01 · 1% Property Tax	3,367,852.32	3,319,957.00	47,895.32	101.44%
4000.02 · Interest-General Fund	24,012.37	14,000.00	10,012.37	171.52%
4000.03 · Mitigation Fees	36,338.16	45,000.00	-8,661.84	80.75%
4000.04 · Interest-Mitigation Fund	5,514.99	1,000.00	4,514.99	551.5%
4000.05 · Benefit Fee-Alpine	475,981.24	495,982.00	-20,000.76	95.97%
4000.06 · 1% Refunds	-15,883.32	-22,700.00	6,816.68	69.97%
Total 4000 · COUNTY OF S.D.	3,893,815.76	3,853,239.00	40,576.76	101.05%
4002 · INTEREST INCOME				
.1 · California Bank & Trust	169.88	100.00	69.88	169.88%
.2 · PASIS	5,831.15	6,000.00	-168.85	97.19%
.3 · Investments	49,624.94	40,583.00	9,041.94	122.28%
.4 · LAIF	8,210.71	7,000.00	1,210.71	117.3%
.6 · SRPL	318.14			
Total 4002 · INTEREST INCOME	64,154.82	53,683.00	10,471.82	119.51%
4005 · OTHER INCOME				
.01 · Plan Check	17,149.00	11,000.00	6,149.00	155.9%
.02 · First Responder	13,868.24	14,000.00	-131.76	99.06%
.04 · Other	20,394.42	45,000.00	-24,605.58	45.32%
.08 · Ambulance Sub-Lease(Restricted)	34,607.36	37,880.00	-3,272.64	91.36%
.09 · ALS Agreement (Restricted)	87,093.75	116,125.00	-29,031.25	75.0%
.11 · Vehicle Reimbursements	20,823.96	32,000.00	-11,176.04	65.08%
.12 · SRPL - Mitigation Funds	0.00	27,132.00	-27,132.00	0.0%
Total 4005 · OTHER INCOME	193,936.73	283,137.00	-89,200.27	68.5%
4006 · GRANT INCOME				
4006.02 · FEMA				
FMAG	-19,498.63			
Total 4006.02 · FEMA	-19,498.63			
4006.03 · SD Regional Fire & Emergency	9,000.00	9,000.00	0.00	100.0%
4006.04 · CountySD				
SHGP 2017	-0.05	0.00	-0.05	100.0%
SHGP 2018	0.00	13,261.00	-13,261.00	0.0%
UASI 2018	2,612.00	2,612.00	0.00	100.0%
Total 4006.04 · CountySD	2,611.95	15,873.00	-13,261.05	16.46%
4006.14 · Alpine Fire Foundation	9,740.19	10,000.00	-259.81	97.4%
Total 4006 · GRANT INCOME	1,853.51	34,873.00	-33,019.49	5.32%
Total Income	4,153,760.82	4,224,932.00	-71,171.18	98.32%
Expense				
66900 · Reconciliation Discrepancies	-21.88			
5003 · GRANT EXPENSES				
5003.03 · SD Regional Fire & Emergency	11,337.79	9,000.00	2,337.79	125.98%
5003.04 · CountySD				
SHGP 2018	13,932.83	13,261.00	671.83	105.07%
UASI 2018	1,066.40	2,612.00	-1,545.60	40.83%

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 5003.04 - CountySD	14,999.23	15,873.00	-873.77	94.5%
5003.11 - Sempra Engery - CERT	39.99			
5003.14 - Alpine Fire Foundation				
Open House/ Raffle Proceeds	367.64			
Other Awards	8,943.30	10,000.00	-1,056.70	89.43%
SEMPRA - CERT	54.94			
Total 5003.14 - Alpine Fire Foundation	<u>9,365.88</u>	<u>10,000.00</u>	<u>-634.12</u>	<u>93.66%</u>
Total 5003 - GRANT EXPENSES	<u>35,742.89</u>	<u>34,873.00</u>	<u>869.89</u>	<u>102.49%</u>
5000 - SALARIES				
5000.01 - Payroll	1,415,343.29	1,577,564.00	-162,220.71	89.72%
5000.02 - OVERTIME				
Admin Leave Cover - C-9	2,162.16			
Educational Cover	1,231.68			
Critical Weather	9,910.26	23,492.00	-13,581.74	42.19%
FLSA	26,123.56	28,566.00	-2,442.44	91.45%
Sick Coverage	37,899.60	61,079.00	-23,179.40	62.05%
Strike Team	18,316.85	2,820.00	15,496.85	649.53%
Training	8,616.34	23,424.00	-14,807.66	36.78%
Unclassified-Meetings, etc	5,796.68	9,397.00	-3,600.32	61.69%
Vacation-Holiday Coverage	131,269.72	180,981.00	-49,711.28	72.53%
Worker's Comp Coverage	3,508.20	7,048.00	-3,539.80	49.78%
Total 5000.02 - OVERTIME	<u>244,835.05</u>	<u>336,807.00</u>	<u>-91,971.95</u>	<u>72.69%</u>
Total 5000 - SALARIES	<u>1,660,178.34</u>	<u>1,914,371.00</u>	<u>-254,192.66</u>	<u>86.72%</u>
5002 - EMPLOYEE BENEFITS				
5002.01 - Educational Incentive	71,768.08	123,463.00	-51,694.92	58.13%
5002.02 - Vacation/Sick Leave Expense	83,795.03	203,336.00	-119,540.97	41.21%
5002.03 - Medicare / Employer Exp	27,141.96	37,480.00	-10,338.04	72.42%
5002.04 - Retirement - Pers	503,125.96	341,672.00	161,453.96	147.25%
5002.4a - Retirement UAL Payments	373,383.00	373,383.00	0.00	100.0%
5002.4c - Retirement audit adjustments	500.00			
5002.05 - Group Medical Ins	267,825.89	343,582.00	-75,756.11	77.95%
5002.06 - Life Insurance	3,991.27	5,704.00	-1,712.73	69.97%
5002.07 - LTD Insurance	5,027.29	5,307.00	-279.71	94.73%
5002.08 - Social Security(Employer)	1,619.31	2,803.00	-1,183.69	57.77%
5002.09 - Payroll Expenses	1,164.71	600.00	564.71	194.12%
5002.10 - Retirement 401 (a)	4,127.50	5,000.00	-872.50	82.55%
Total 5002 - EMPLOYEE BENEFITS	<u>1,343,470.00</u>	<u>1,442,330.00</u>	<u>-98,860.00</u>	<u>93.15%</u>
5006 - UNEMPLOYMENT	<u>-436.10</u>	<u>4,000.00</u>	<u>-4,436.10</u>	<u>-10.9%</u>
5007 - CLOTHING				
5007.01 - Uniforms				
Uniforms	819.06	7,890.00	-7,070.94	10.38%
Accessories	2,440.05	2,925.00	-484.95	83.42%
Total 5007.01 - Uniforms	<u>3,259.11</u>	<u>10,815.00</u>	<u>-7,555.89</u>	<u>30.14%</u>
5007.02 - Boots	923.04	2,520.00	-1,596.96	36.63%
5007.03 - Turn Outs/Helmets	1,011.00	17,375.00	-16,364.00	5.82%

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5007.04 · Wildland gear	0.00	1,640.00	-1,640.00	0.0%
Total 5007 · CLOTHING	5,193.15	32,350.00	-27,156.85	16.05%
5008 · COMMUNICATION				
5008.01 · HCFA ,RCS - Internet	108,931.12	113,191.00	-4,259.88	96.24%
5008.02 · Mobile Communications	3,121.90	3,175.00	-53.10	98.33%
5008.03 · Mobile Data Terminals	2,333.82	3,151.00	-817.18	74.07%
5008.05 · Emergency Operations Center EOC	0.00	200.00	-200.00	0.0%
Total 5008 · COMMUNICATION	114,386.84	119,717.00	-5,330.16	95.55%
5009 · PASIS (Workers Comp)				
5009.01 · Administrative	88,431.76	93,519.00	-5,087.24	94.56%
5009.02 · Claim Related	-17,989.61	100,000.00	-117,989.61	-17.99%
Total 5009 · PASIS (Workers Comp)	70,442.15	193,519.00	-123,076.85	36.4%
5010 · HOUSEHOLD	4,200.09	4,563.00	-362.91	92.05%
5011 · FAIRA	16,343.00	16,343.00	0.00	100.0%
5012 · MAINTENANCE - EQUIPMENT				
5012.01 · E17 KME (2015)	22,033.04	16,055.00	5,978.04	137.24%
5012.02 · E217 KME (2002)	9,416.50	14,172.00	-4,755.50	66.44%
5012.03 · B217 International (2002)	12,662.06	5,995.00	6,667.06	211.21%
5012.04 · 4709 U17 Ford F-250 (2018)	619.11	200.00	419.11	309.56%
5012.05 · Rescue Tools	0.00	750.00	-750.00	0.0%
5012.06 · Hydrant	0.00	100.00	-100.00	0.0%
5012.07 · Generator	2,186.20	2,021.00	165.20	108.17%
5012.08 · SCBA - Compressor	256.16	1,852.00	-1,595.84	13.83%
5012.09 · Portable Extinguishers	68.02	170.00	-101.98	40.01%
5012.10 · Ladder Testing	501.20	400.00	101.20	125.3%
5012.11 · Misc.Equipment	439.09	800.00	-360.91	54.89%
5012.12 · Fuel	21,679.22	26,020.00	-4,340.78	83.32%
5012.13 · Foam (Class A/B)	948.20	1,000.00	-51.80	94.82%
5012.14 · Fire Hose/Hose Packs	1,213.57	4,000.00	-2,786.43	30.34%
5012.15 · Vehicle Maintenance Software	1,431.00	1,431.00	0.00	100.0%
5012.16 · Air Compressor - Station	645.54	820.00	-174.46	78.72%
5012.18 · 4706 Ford Ranger (2007)	166.14	2,100.00	-1,933.86	7.91%
5012.19 · SCBA's	1,380.37	775.00	605.37	178.11%
5012.20 · 4705 Ford Expedition (2008)	804.55	1,250.00	-445.45	64.36%
5012.21 · 4701 Dodge Ram Truck 0966(2012)	2,794.49	3,950.00	-1,155.51	70.75%
5012.22 · 4702 Dodge Ram Truck 0965(2012)	10,060.83	6,400.00	3,660.83	157.2%
Total 5012 · MAINTENANCE - EQUIPMENT	89,305.29	90,261.00	-955.71	98.94%
5013 · MAINTENANCE - RADIOS				
5013.01 · Maintenance Contract	3,300.00	3,600.00	-300.00	91.67%
5013.02 · Other radio maintenance	0.00	2,000.00	-2,000.00	0.0%
Total 5013 · MAINTENANCE - RADIOS	3,300.00	5,600.00	-2,300.00	58.93%
5014 · MAINTENANCE - STRUCTURES				
5014.01 · Station 17				
Station Maintenance	4,322.48	12,620.00	-8,297.52	34.25%
Plymovent System	0.00	1,970.00	-1,970.00	0.0%

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
 July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Gym Equipment	0.00	500.00	-500.00	0.0%
Grounds Maintenance	298.24	1,000.00	-701.76	29.82%
Total 5014.01 - Station 17	4,620.72	16,090.00	-11,469.28	28.72%
5014.02 - HVAC Maintenance	1,361.59	2,580.00	-1,218.41	52.78%
5014.03 - Apparatus Bay Doors & Gates	4,713.22	10,048.00	-5,334.78	46.91%
5014.04 - Alarm System	1,762.69	3,531.00	-1,768.31	49.92%
Total 5014 - MAINTENANCE - STRUCTURES	12,458.22	32,249.00	-19,790.78	38.63%
5015 - MEDICAL SUPPLIES				
5015.01 - Disposable Supplies	4,021.66	1,000.00	3,021.66	402.17%
5015.02 - Defib. supplies	105.06	500.00	-394.94	21.01%
5015.03 - Medic Engine Equipment	94.90	500.00	-405.10	18.98%
5015.04 - Defib.maintenance	50.00	50.00	0.00	100.0%
5015.05 - Multi Casualty Trailer	0.00	300.00	-300.00	0.0%
5015.07 - Narcotic Disposal	409.59	475.00	-65.41	86.23%
Total 5015 - MEDICAL SUPPLIES	4,681.21	2,825.00	1,856.21	165.71%
5016 - MEMBERSHIP	4,256.56	4,368.00	-111.44	97.45%
5018 - OFFICE EXPENSE				
5018.01 - Expendable Supplies	1,513.12	1,750.00	-236.88	86.46%
5018.02 - Postage	638.19	800.00	-161.81	79.77%
5018.03 - Office Equip.& Maintenance	30,893.30	36,472.00	-5,578.70	84.7%
5018.04 - CrewSense/ WebStaff maintenance	1,089.00	1,200.00	-111.00	90.75%
Total 5018 - OFFICE EXPENSE	34,133.61	40,222.00	-6,088.39	84.86%
5019 - PROFESSIONAL FEES				
5019.01 - Legal Counsel	15,285.90	19,150.00	-3,864.10	79.82%
5019.02 - Auditor	10,200.00	10,450.00	-250.00	97.61%
Total 5019 - PROFESSIONAL FEES	25,485.90	29,600.00	-4,114.10	86.1%
5023 - TRAINING				
5023.01 - Training Incidentals	1,954.31	2,500.00	-545.69	78.17%
5023.03 - HTF	14,522.00	14,521.00	1.00	100.01%
5023.04 - Education	5,508.87	6,000.00	-491.13	91.82%
5023.05 - Workshops	750.00	3,250.00	-2,500.00	23.08%
Total 5023 - TRAINING	22,735.18	26,271.00	-3,535.82	86.54%
5025 - WORKSHOPS-MANAGEMENT				
5025.01 - Administrative	4,625.09	8,330.00	-3,704.91	55.52%
5025.02 - Chief Officers	5,581.20	12,900.00	-7,318.80	43.27%
5025.03 - Board Members	288.95	2,500.00	-2,211.05	11.56%
5025.04 - In House Training	4,994.75	7,160.00	-2,165.25	69.76%
5025.05 - Fire Prevention	2,017.58	1,000.00	1,017.58	201.76%
Total 5025 - WORKSHOPS-MANAGEMENT	17,507.57	31,890.00	-14,382.43	54.9%
5028 - UTILITIES				
5028.01 - SDG&E	30,771.88	37,126.00	-6,354.12	82.89%
5028.02 - Telephone	3,359.87	6,020.00	-2,660.13	55.81%
5028.03 - Water	7,589.10	7,329.00	260.10	103.55%
5028.04 - Trash	1,155.22	1,205.00	-49.78	95.87%
5028.05 - Sewer	1,142.00	1,142.00	0.00	100.0%

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 5028 · UTILITIES	44,018.07	52,822.00	-8,803.93	83.33%
5030 · SPECIAL DISTRICT EXPENSE				
5030.01 · District Operations	3,901.16	6,385.00	-2,483.84	61.1%
5030.02 · Publishing	425.10	660.00	-234.90	64.41%
5030.04 · County Admin.Fees	39,359.84	51,302.00	-11,942.16	76.72%
5030.05 · Rehab-Fire Ground Meals	-1,824.07	1,000.00	-2,824.07	-182.41%
5030.06 · FIT Tests/HepBC/Wellness	21,816.36	31,798.00	-9,981.64	68.61%
5030.08 · LAFCO Budget	2,347.87	2,348.00	-0.13	99.99%
5030.10 · Web Site	875.00	160.00	715.00	546.88%
5030.11 · Recruitment-New Hires	20.00	775.00	-755.00	2.58%
Total 5030 · SPECIAL DISTRICT EXPENSE	<u>66,921.26</u>	<u>94,428.00</u>	<u>-27,506.74</u>	<u>70.87%</u>
5031 · DIRECTORS FEES	6,300.00	7,000.00	-700.00	90.0%
5032 · FIRE PREVENTION				
5032.01 · Public Education	4,290.62	5,100.00	-809.38	84.13%
5032.02 · Supplies	1,792.24	2,935.00	-1,142.76	61.06%
5032.03 · Classes	350.00	4,440.00	-4,090.00	7.88%
5032.04 · Mapping	100.00	700.00	-600.00	14.29%
Total 5032 · FIRE PREVENTION	<u>6,532.86</u>	<u>13,175.00</u>	<u>-6,642.14</u>	<u>49.59%</u>
5035 · UNCAPITALIZED EQUIPMENT				
Communications	0.00	5,338.00	-5,338.00	0.0%
Engines	3,858.47	3,859.00	-0.53	99.99%
Facilities	5,165.06	6,000.00	-834.94	86.08%
Office	0.00	4,400.00	-4,400.00	0.0%
Operations	0.00	5,250.00	-5,250.00	0.0%
Vehicles	7,373.38	7,072.00	301.38	104.26%
Total 5035 · UNCAPITALIZED EQUIPMENT	<u>16,396.91</u>	<u>31,919.00</u>	<u>-15,522.09</u>	<u>51.37%</u>
5037 · CAPITAL EXP. - EQUIPMENT				
Command Vehicle	0.00	37,500.00	-37,500.00	0.0%
Engines	475,636.74	524,321.00	-48,684.26	90.72%
Operations	63,667.32	63,668.00	-0.68	100.0%
Station	0.00	23,005.00	-23,005.00	0.0%
Total 5037 · CAPITAL EXP. - EQUIPMENT	<u>539,304.06</u>	<u>648,494.00</u>	<u>-109,189.94</u>	<u>83.16%</u>
5038 · CONTINGENCY FUND	0.00	120,695.00	-120,695.00	0.0%
5039 · EMERGENCY FUND	0.00	5,000.00	-5,000.00	0.0%
5050 · INTERFUND TRANSFERS	0.00	1,250,718.00	-1,250,718.00	0.0%
5040 · FUND ACCRUAL ACCOUNTS	0.00	403,634.00	-403,634.00	0.0%
Total Expense	<u>4,142,835.18</u>	<u>6,653,237.00</u>	<u>-2,510,401.82</u>	<u>62.27%</u>
Net Income	<u><u>10,925.64</u></u>	<u><u>-2,428,305.00</u></u>	<u><u>2,439,230.64</u></u>	<u><u>-0.45%</u></u>

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss
May 2020

	<u>May 20</u>
Income	
4000 · COUNTY OF S.D.	
4000.01 · 1% Property Tax	64,503.29
4000.05 · Benefit Fee-Alpine	2,958.42
4000.06 · 1% Refunds	-578.66
Total 4000 · COUNTY OF S.D.	<u>66,883.05</u>
4002 · INTEREST INCOME	
.1 · California Bank & Trust	8.93
.3 · Investments	4,651.20
Total 4002 · INTEREST INCOME	<u>4,660.13</u>
4005 · OTHER INCOME	
.01 · Plan Check	4,878.00
.08 · Ambulance Sub-Lease(Restricted)	3,273.67
Total 4005 · OTHER INCOME	<u>8,151.67</u>
Total Income	79,694.85
Expense	
5000 · SALARIES	
5000.01 · Payroll	119,936.56
5000.02 · OVERTIME	
FLSA	2,528.72
Sick Coverage	6,065.64
Training	3,140.72
Unclassified-Meetings, etc	176.60
Vacation-Holiday Coverage	5,875.12
Total 5000.02 · OVERTIME	<u>17,786.80</u>
Total 5000 · SALARIES	137,723.36
5002 · EMPLOYEE BENEFITS	
5002.02 · Vacation/Sick Leave Expense	0.00
5002.03 · Medicare / Employer Exp	1,879.64
5002.04 · Retirement - Pers	23,645.44
5002.05 · Group Medical Ins	23,188.32
5002.06 · Life Insurance	345.00
5002.07 · LTD Insurance	487.50
5002.08 · Social Security(Employer)	42.59
5002.09 · Payroll Expenses	0.00
5002.10 · Retirement 401 (a)	260.00
Total 5002 · EMPLOYEE BENEFITS	<u>49,848.49</u>
5007 · CLOTHING	
5007.03 · Turn Outs/Helmets	74.74
Total 5007 · CLOTHING	<u>74.74</u>
5008 · COMMUNICATION	
5008.01 · HCFA ,RCS - Internet	876.50
5008.02 · Mobile Communications	224.16
5008.03 · Mobile Data Terminals	228.06
Total 5008 · COMMUNICATION	<u>1,328.72</u>

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss
 May 2020

	<u>May 20</u>
5009 · PASIS (Workers Comp)	
5009.02 · Claim Related	-37,984.70
Total 5009 · PASIS (Workers Comp)	<u>-37,984.70</u>
5010 · HOUSEHOLD	90.85
5012 · MAINTENANCE - EQUIPMENT	
5012.01 · E17 KME (2015)	11,491.72
5012.02 · E217 KME (2002)	13.87
5012.03 · B217 International (2002)	488.47
5012.12 · Fuel	452.50
5012.19 · SCBA's	875.00
5012.20 · 4705 Ford Expedition (2008)	448.84
Total 5012 · MAINTENANCE - EQUIPMENT	<u>13,770.40</u>
5013 · MAINTENANCE - RADIOS	
5013.01 · Maintenance Contract	300.00
Total 5013 · MAINTENANCE - RADIOS	<u>300.00</u>
5014 · MAINTENANCE - STRUCTURES	
5014.01 · Station 17	
Station Maintenance	96.96
Total 5014.01 · Station 17	<u>96.96</u>
5014.03 · Apparatus Bay Doors & Gates	1,377.06
5014.04 · Alarm System	126.25
Total 5014 · MAINTENANCE - STRUCTURES	<u>1,600.27</u>
5015 · MEDICAL SUPPLIES	
5015.01 · Disposable Supplies	311.04
Total 5015 · MEDICAL SUPPLIES	<u>311.04</u>
5018 · OFFICE EXPENSE	
5018.01 · Expendable Supplies	30.16
5018.03 · Office Equip.& Maintenance	1,940.81
5018.04 · CrewSense/ WebStaff maintenance	99.00
Total 5018 · OFFICE EXPENSE	<u>2,069.97</u>
5019 · PROFESSIONAL FEES	
5019.01 · Legal Counsel	1,950.00
Total 5019 · PROFESSIONAL FEES	<u>1,950.00</u>
5028 · UTILITIES	
5028.01 · SDG&E	2,477.60
5028.02 · Telephone	201.52
5028.03 · Water	719.43
5028.04 · Trash	97.43
Total 5028 · UTILITIES	<u>3,495.98</u>
5030 · SPECIAL DISTRICT EXPENSE	
5030.01 · District Operations	57.13
5030.04 · County Admin.Fees	33.96
5030.10 · Web Site	85.00
5030.16 · Reimbursable expenses	0.00
Total 5030 · SPECIAL DISTRICT EXPENSE	<u>176.09</u>

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss
May 2020

	<u>May 20</u>
5031 - DIRECTORS FEES	500.00
5037 - CAPITAL EXP. - EQUIPMENT	
Engines	1,281.84
Operations	<u>63,667.32</u>
Total 5037 - CAPITAL EXP. - EQUIPMENT	<u>64,949.16</u>
Total Expense	240,204.37
Net Income	<u><u>-160,509.52</u></u>

ALPINE FIRE PROTECTION DISTRICT

Current Month Expenses

May 2020

	Date	Num	Name	Memo	Split	Amount
5000 - SALARIES						
Total 5000.01 - Payroll						119,936.56
5000.02 - OVERTIME						
Total FLSA						2,528.72
Total Sick Coverage						6,065.64
Total Training						3,140.72
Total Unclassified-Meetings, etc						176.60
Total Vacation-Holiday Coverage						5,875.12
Total 5000.02 - OVERTIME						17,786.80
Total 5000 - SALARIES						137,723.36
5002 - EMPLOYEE BENEFITS						
Total 5002.02 - Vacation/Sick Leave Expense						0.00
Total 5002.03 - Medicare / Employer Exp						1,879.64
Total 5002.04 - Retirement - Pers						23,645.44
Total 5002.05 - Group Medical Ins						23,188.32
Total 5002.06 - Life Insurance						345.00
Total 5002.07 - LTD Insurance						487.50
Total 5002.08 - Social Security(Employer)						42.59
5002.09 - Payroll Expenses						
	05/14/2020		QuickBooks Payroll Service	Fee for 1 direct deposit(s) at \$1.75 each	1001.01 - CB&T-Checking	1.75
	05/15/2020				2100.10 - Misc Deductions	-1.75
	05/28/2020		QuickBooks Payroll Service	Fee for 1 direct deposit(s) at \$1.75 each	1001.01 - CB&T-Checking	1.75
	05/29/2020				2100.10 - Misc Deductions	-1.75
Total 5002.09 - Payroll Expenses						0.00
Total 5002.10 - Retirement 401 (a)						260.00
Total 5002 - EMPLOYEE BENEFITS						49,848.49
5007 - CLOTHING						
5007.03 - Turn Outs/Helmets						
	05/20/2020	100011340	PAUL CONWAY SHIELDS	J. Lavigne: helmet shield	CalCard (Brian Boggeln -1835)	74.74
Total 5007.03 - Turn Outs/Helmets						74.74
Total 5007 - CLOTHING						74.74
5008 - COMMUNICATION						
5008.01 - HCFA ,RCS - Internet						
	05/01/2020	20ALPFPDN10	COUNTYSD-RCS	FY19/20: 25 Fire radios @ 28.50 each 2020/04	2000 - Accounts Payable	712.50
	05/01/2020	20ALPFPDC10	COUNTYSD-RCS	FY19/20: 6 CAP Code for paging @ 2.50 each 2020/04	2000 - Accounts Payable	15.00
	05/09/2020	00131101026784012005	COX COMMUNICATIONS	Internet 5/9-6/8/20	2000 - Accounts Payable	149.00
Total 5008.01 - HCFA ,RCS - Internet						876.50
5008.02 - Mobile Communications						
	05/01/2020	9853730312	VERIZON WIRELESS	-0050 BB, -0592 JMB, -5562 BR17, -9741 E217, -3339 E17, -5729 AC, -6530 DC	2000 - Accounts Payable	224.16
Total 5008.02 - Mobile Communications						224.16
5008.03 - Mobile Data Terminals						
	05/01/2020	9853730314	VERIZON WIRELESS	MDC -9178, -0149, -4314 (4702), -4787 (4701)	2000 - Accounts Payable	228.06
Total 5008.03 - Mobile Data Terminals						228.06
Total 5008 - COMMUNICATION						1,328.72
5009 - PASIS (Workers Comp)						

ALPINE FIRE PROTECTION DISTRICT

Current Month Expenses

May 2020

	Date	Num	Name	Memo	Split	Amount
Total 5009.02 - Claim Related						-37,984.70
Total 5009 - PASIS (Workers Comp)						-37,984.70
5010 - HOUSEHOLD						
	05/15/2020		COSTCO	Water; coffee	CalCard (Brian Boggeln -1835)	90.85
Total 5010 - HOUSEHOLD						90.85
5012 - MAINTENANCE - EQUIPMENT						
5012.01 - E17 KME (2015)						
	05/01/2020	7015	NORTH COUNTY EVS INC	Replace rear brakes worn; replace batteries; rebuild drain valve; replace fuel hoses; replace ri...	2000 - Accounts Payable	4,395.57
	05/01/2020	7006	NORTH COUNTY EVS INC	AM Service & safety inspection; annual fire pump test	2000 - Accounts Payable	7,096.15
Total 5012.01 - E17 KME (2015)						11,491.72
5012.02 - E217 KME (2002)						
	05/20/2020	31004/1	ACE HARDWARE INC	Rubber buffer	2000 - Accounts Payable	13.87
Total 5012.02 - E217 KME (2002)						13.87
5012.03 - B217 International (2002)						
	05/14/2020	55742	CP RICHARDS SIGNS	BR217 vinyl signs service & install	2000 - Accounts Payable	488.47
Total 5012.03 - B217 International (2002)						488.47
5012.12 - Fuel						
	05/15/2020	S113219	DION & SONS	Diesel Exhaust Fluid 40 qty 2.5 gallons:	2000 - Accounts Payable	345.20
	05/15/2020	S113219	DION & SONS	Environmental Compliance Fee	2000 - Accounts Payable	7.50
	05/15/2020	S113219	DION & SONS	Fuel Surcharge	2000 - Accounts Payable	9.95
	05/15/2020	S113219	DION & SONS	SD County 7.75%	2000 - Accounts Payable	28.11
	05/15/2020	S113219	DION & SONS	Diesel Tax 5.75%	2000 - Accounts Payable	0.00
	05/15/2020	S113219	DION & SONS	State Highway Use Tax	2000 - Accounts Payable	0.00
	05/15/2020	S113219	DION & SONS	Federal Excise tax diesel	2000 - Accounts Payable	0.00
	05/15/2020	S113219	DION & SONS	Fed Excise tax & gas tax credit	2000 - Accounts Payable	0.00
	05/24/2020	869163022022	VOYAGER	U17: 18.78 gal @ 3.22	2000 - Accounts Payable	60.47
	05/24/2020	869163022022	VOYAGER	BR17: Drip Torch fuel	2000 - Accounts Payable	5.00
	05/24/2020	869163022022	VOYAGER	Fed Gas & Deisel Tax Exempted	2000 - Accounts Payable	-3.73
Total 5012.12 - Fuel						452.50
5012.19 - SCBA's						
	05/07/2020	IN1456256	MUNICIPAL EMERGENCY SERVICES INC	14 SCBA Flowtests; 2 SCBA Flowtests for RIT bags; 1 Service call	2000 - Accounts Payable	875.00
Total 5012.19 - SCBA's						875.00
5012.20 - 4705 Ford Expedition (2008)						
	05/13/2020	49387	PINE VALLEY AUTO REPAIR INC	Window regulator cables broken	2000 - Accounts Payable	448.84
Total 5012.20 - 4705 Ford Expedition (2008)						448.84
Total 5012 - MAINTENANCE - EQUIPMENT						13,770.40
5013 - MAINTENANCE - RADIOS						
5013.01 - Maintenance Contract						
	05/01/2020	INV631294	DAY WIRELESS SYSTEMS	2020/05	2000 - Accounts Payable	300.00
Total 5013.01 - Maintenance Contract						300.00
Total 5013 - MAINTENANCE - RADIOS						300.00
5014 - MAINTENANCE - STRUCTURES						
5014.01 - Station 17						
Station Maintenance						
	05/15/2020		COSTCO	Microwave	CalCard (Brian Boggeln -1835)	96.96

ALPINE FIRE PROTECTION DISTRICT

Current Month Expenses

May 2020

	Date	Num	Name	Memo	Split	Amount
Total Station Maintenance						96.96
Total 5014.01 - Station 17						96.96
5014.03 - Apparatus Bay Doors & Gates						
	05/04/2020	774966	HOUSE OF AUTOMATION	Gate stuck open	2000 - Accounts Payable	852.06
	05/15/2020	10174	VINYARD DOORS INC	Medic Door #3: broken duplex spring, clamped for temp use	2000 - Accounts Payable	525.00
Total 5014.03 - Apparatus Bay Doors & Gates						1,377.06
5014.04 - Alarm System						
	05/04/2020	21619972	JOHNSON CONTROLaka SIMPLEXGRINNEL	Fire alarm system MONITORING 5/1/2017 - 4/30/2022 2020/06	2000 - Accounts Payable	35.00
	05/04/2020	21619924	JOHNSON CONTROLaka SIMPLEXGRINNEL	Fire alarm system INSPECTIONS 3/1/2017 - 2/28/2022 2020/06	2000 - Accounts Payable	91.25
Total 5014.04 - Alarm System						126.25
Total 5014 - MAINTENANCE - STRUCTURES						1,600.27
5015 - MEDICAL SUPPLIES						
5015.01 - Disposable Supplies						
	05/08/2020	81991	MEMO BILLING	Garment Decor: 24 pack adult reusable face masks *COVID-19*	CalCard (Brian Boggeln -1835)	311.04
Total 5015.01 - Disposable Supplies						311.04
Total 5015 - MEDICAL SUPPLIES						311.04
5018 - OFFICE EXPENSE						
5018.01 - Expendable Supplies						
	05/15/2020		COSTCO	copy paper	CalCard (Brian Boggeln -1835)	30.16
Total 5018.01 - Expendable Supplies						30.16
5018.03 - Office Equip.& Maintenance						
	05/01/2020	15730	EXCEDEO - IT SUPPORT PROS	Network Administration: NOC Agent (10 comps @ \$45 - anti virus; logmein; MS updates) 2020/05	2000 - Accounts Payable	450.00
	05/01/2020	15730	EXCEDEO - IT SUPPORT PROS	Virtual Server \$250; Virtual Host \$50	2000 - Accounts Payable	300.00
	05/01/2020	15730	EXCEDEO - IT SUPPORT PROS	Backup: cloud & on premise	2000 - Accounts Payable	268.00
	05/01/2020	15730	EXCEDEO - IT SUPPORT PROS	Firewall; routers, network printer support	2000 - Accounts Payable	150.00
	05/01/2020	15730	EXCEDEO - IT SUPPORT PROS	Next Gen Endpoint Security	2000 - Accounts Payable	16.00
	05/01/2020	15730	EXCEDEO - IT SUPPORT PROS	Vendor Management: 5 vendors troubleshooting	2000 - Accounts Payable	150.00
	05/01/2020	15730	EXCEDEO - IT SUPPORT PROS	sales tax	2000 - Accounts Payable	9.92
	05/06/2020		ADOBE INC.	Monthly Subscription for Front office and Finance Adobe software 2020/05	CalCard (Alicea Caccavo -6962)	25.98
	05/14/2020		AMAZON.COM	A. Caccavo: wall clock	CalCard (Alicea Caccavo -6962)	45.24
	05/18/2020	2005181809	ROBOFORM	B. Boggeln: subscription	CalCard (Brian Boggeln -1835)	16.70
	05/19/2020	15780	EXCEDEO - IT SUPPORT PROS_GOODS	Cert of Destruction & wipe: BB & JMB destops	2000 - Accounts Payable	35.00
	05/21/2020	414864462	USBANK (COPIER LEASE)	Sharp lease, 5/15-6/15/2020	2000 - Accounts Payable	424.00
	05/21/2020	414864462	USBANK (COPIER LEASE)	Sales and use tax	2000 - Accounts Payable	32.86
	05/21/2020	414864462	USBANK (COPIER LEASE)	Overage	2000 - Accounts Payable	17.11
Total 5018.03 - Office Equip.& Maintenance						1,940.81
5018.04 - CrewSense/ WebStaff maintenance						
	05/08/2020	0016715	CREWSENSE LLC	2020/05	2000 - Accounts Payable	99.00
Total 5018.04 - CrewSense/ WebStaff maintenance						99.00
Total 5018 - OFFICE EXPENSE						2,069.97
5019 - PROFESSIONAL FEES						
5019.01 - Legal Counsel						

ALPINE FIRE PROTECTION DISTRICT
Current Month Expenses
May 2020

	Date	Num	Name	Memo	Split	Amount
	05/31/2020	20427	FITCH LAW FIRM	District business \$150.00 x 13 hrs: 2020/05	2000 - Accounts Payable	1,950.00
Total 5019.01 - Legal Counsel						1,950.00
Total 5019 - PROFESSIONAL FEES						1,950.00
5028 - UTILITIES						
5028.01 - SDG&E						
	05/06/2020	90325906219 2020/05	SDG&E	Electric 4/2-5/4/2020 10,490 kWh (8.3% increase over prior month, 17.8% increase over prior year)	2000 - Accounts Payable	2,363.34
	05/07/2020	90325928213 2020/05	SDG&E	Gas 4/3-5/5/20: 126 Therms (18.8% decrease over prior month, 69.6% increase over prior year)	2000 - Accounts Payable	114.26
Total 5028.01 - SDG&E						2,477.60
5028.02 - Telephone						
	05/06/2020	215623	ESI_Estech Systems	2020/05	2000 - Accounts Payable	201.52
Total 5028.02 - Telephone						201.52
5028.03 - Water						
	05/22/2020	03329111561843 20/05	PADRE DAM (1364 TAVERN)	19377731 Commercial: 45 units (= -11 units usage from prior month) 4/20-5/18/2020	2000 - Accounts Payable	376.17
	05/22/2020	03329111561843 20/05	PADRE DAM (1364 TAVERN)	9478671 Irrigation: 26 units (= +11 units usage from prior month)	2000 - Accounts Payable	276.81
	05/22/2020	03329111561843 20/05	PADRE DAM (1364 TAVERN)	Fire Sprinklers	2000 - Accounts Payable	66.45
Total 5028.03 - Water						719.43
5028.04 - Trash						
	05/01/2020	5801153-1584-9	WASTE MANAGEMENT	1 x 3yd (reg charge \$57.20) 2020/05	2000 - Accounts Payable	57.20
	05/01/2020	5801153-1584-9	WASTE MANAGEMENT	1.5yd recycle (reg charge \$40.23)	2000 - Accounts Payable	40.23
Total 5028.04 - Trash						97.43
Total 5028 - UTILITIES						3,495.98
5030 - SPECIAL DISTRICT EXPENSE						
5030.01 - District Operations						
	05/05/2020	43866	AMAZON.COM	Cancelled order 50 disposable isolation gowns	CalCard (Brian Boggeln -1835)	-287.37
	05/15/2020		AMAZON.COM	Plastick funnel *COVID-19*	CalCard (Brian Boggeln -1835)	6.25
	05/15/2020		AMAZON.COM	8 oz round bottles set *COVID-19*	CalCard (Brian Boggeln -1835)	17.21
	05/18/2020	SO630808	MEMO BILLING	ePlastics: plexiglass for front office *COVID-19*	CalCard (Brian Boggeln -1835)	85.56
	05/18/2020	1383469048	GRAINGER	Delineator post with base *COVID-19*	CalCard (Brian Boggeln -1835)	122.15
	05/20/2020	43697	MEMO BILLING	Tuff Products: America strong badge bands 15	CalCard (Brian Boggeln -1835)	27.21
	05/26/2020	61728	MINUTEMAN PRESS	500 ICS 256 WUI Structure Placards	2000 - Accounts Payable	86.12
Total 5030.01 - District Operations						57.13
5030.04 - County Admin.Fees						
	05/26/2020		COUNTY OF SAN DIEGO 1%	Apport #10 Admin Cost & Supp Admin fee	1000.01 - Gen. 310100-47500	33.96
Total 5030.04 - County Admin.Fees						33.96
5030.10 - Web Site						
	05/05/2020	104979	STREAMLINE	2020/05	2000 - Accounts Payable	85.00
Total 5030.10 - Web Site						85.00
Total 5030.16 - Reimbursable expenses						0.00
Total 5030 - SPECIAL DISTRICT EXPENSE						176.09
Total 5031 - DIRECTORS FEES						500.00
5037 - CAPITAL EXP. - EQUIPMENT						

ALPINE FIRE PROTECTION DISTRICT

Current Month Expenses

May 2020

		Date	Num	Name	Memo	Split	Amount
Engines							
		05/01/2020	30809/1	ACE HARDWARE INC	Auto shutoff gas can; misc fasteners; cable dual RCA; flex tubing	2000 - Accounts Payable	59.17
		05/01/2020	030984	NAPA - COUNTY MOTOR PARTS	Primary wire & kit	2000 - Accounts Payable	72.68
		05/04/2020	416886830	LOWES	Kobalt 100-piece household tool set	CalCard (Brian Boggeln -1835)	192.87
		05/05/2020	30832/1	ACE HARDWARE INC	Motomix; woodcutter oil gal	2000 - Accounts Payable	52.78
		05/06/2020		AMAZON.COM	10 pack of ammo cans	CalCard (Brian Boggeln -1835)	150.85
		05/06/2020		AMAZON.COM	Coiled air hose	CalCard (Brian Boggeln -1835)	32.72
		05/06/2020		AMAZON.COM	Lever style blow gun	CalCard (Brian Boggeln -1835)	15.01
		05/06/2020		AMAZON.COM	Master lock; service gauge; dual head air chuck; d ring shackle off road; jumper cables	CalCard (Brian Boggeln -1835)	193.10
		05/14/2020	3218	RDC DETAILING	Window tint BR17	2000 - Accounts Payable	275.00
		05/16/2020	30961/1	ACE HARDWARE INC	Strap bulk; buckle slide release; milton kit; water tight box	2000 - Accounts Payable	38.92
		05/18/2020		Home Depot	Utility box for cab	CalCard (Brian Boggeln -1835)	87.81
		05/25/2020	31029/1	ACE HARDWARE INC	Padlock, screw	2000 - Accounts Payable	24.76
		05/27/2020	31057/1	ACE HARDWARE INC	Spark plug; needle bearing; combination wrench; circlip	2000 - Accounts Payable	46.76
		05/29/2020	31069/1	ACE HARDWARE INC	Dremel cutting assortment; staple crown	2000 - Accounts Payable	39.41
	Total Engines						1,281.84
Operations							
		05/27/2020	20-108CALB	CALIFORNIA HEALTH & SAFETY INC	BA Compressor	2000 - Accounts Payable	63,667.32
	Total Operations						63,667.32
Total 5037 - CAPITAL EXP. - EQUIPMENT							64,949.16
TOTAL							240,204.37

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Prev Year Comparison
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Jul '18 - May 19</u>	<u>\$ Change</u>
Income			
4000 · COUNTY OF S.D.			
4000.01 · 1% Property Tax	3,367,852.32	3,245,467.23	122,385.09
4000.02 · Interest-General Fund	24,012.37	14,451.70	9,560.67
4000.03 · Mitigation Fees	36,338.16	52,282.18	-15,944.02
4000.04 · Interest-Mitigation Fund	5,514.99	3,737.02	1,777.97
4000.05 · Benefit Fee-Alpine	475,981.24	470,208.52	5,772.72
4000.06 · 1% Refunds	-15,883.32	-21,367.38	5,484.06
Total 4000 · COUNTY OF S.D.	3,893,815.76	3,764,779.27	129,036.49
4002 · INTEREST INCOME			
.1 · California Bank & Trust	169.88	165.81	4.07
.2 · PASIS	5,831.15	10,209.18	-4,378.03
.3 · Investments	49,624.94	42,519.65	7,105.29
.4 · LAIF	8,210.71	8,760.99	-550.28
.6 · SRPL	318.14	3,678.03	-3,359.89
Total 4002 · INTEREST INCOME	64,154.82	65,333.66	-1,178.84
4005 · OTHER INCOME			
.01 · Plan Check	17,149.00	16,429.05	719.95
.02 · First Responder	13,868.24	14,313.50	-445.26
.04 · Other	20,394.42	69,327.19	-48,932.77
.08 · Ambulance Sub-Lease(Restricted)	34,607.36	32,959.35	1,648.01
.09 · ALS Agreement (Restricted)	87,093.75	87,093.75	0.00
.11 · Vehicle Reimbursements	20,823.96	32,802.50	-11,978.54
Total 4005 · OTHER INCOME	193,936.73	252,925.34	-58,988.61
4006 · GRANT INCOME			
4006.02 · FEMA			
FMAG	-19,498.63	0.00	-19,498.63
Total 4006.02 · FEMA	-19,498.63	0.00	-19,498.63
4006.03 · SD Regional Fire & Emergency	9,000.00	9,500.00	-500.00
4006.04 · CountySD			
SHGP 2017	-0.05	0.00	-0.05
UASI 2017	0.00	3,587.36	-3,587.36
UASI 2018	2,612.00	0.00	2,612.00
Total 4006.04 · CountySD	2,611.95	3,587.36	-975.41
4006.14 · Alpine Fire Foundation	9,740.19	8,489.45	1,250.74
4006.18 · CA Fire Foundation	0.00	7,277.72	-7,277.72
Total 4006 · GRANT INCOME	1,853.51	28,854.53	-27,001.02
Total Income	4,153,760.82	4,111,892.80	41,868.02
Expense			
66900 · Reconciliation Discrepancies	-21.88	0.00	-21.88
5003 · GRANT EXPENSES			
5003.03 · SD Regional Fire & Emergency	11,337.79	9,500.00	1,837.79
5003.04 · CountySD			
SHGP 2017	0.00	12,530.00	-12,530.00

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Prev Year Comparison
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Jul '18 - May 19</u>	<u>\$ Change</u>
SHGP 2018	13,932.83	0.00	13,932.83
UASI 2017	0.00	3,587.36	-3,587.36
UASI 2018	1,066.40	0.00	1,066.40
Total 5003.04 - CountySD	14,999.23	16,117.36	-1,118.13
5003.11 - Sempra Engery - CERT	39.99	0.00	39.99
5003.14 - Alpine Fire Foundation			
Open House/ Raffle Proceeds	367.64	351.87	15.77
Other Awards	8,943.30	622.41	8,320.89
SEMPRA - CERT	54.94	950.78	-895.84
SEMPRA - Open House	0.00	219.26	-219.26
Total 5003.14 - Alpine Fire Foundation	9,365.88	2,144.32	7,221.56
5003.18 - CA Fire Foundation	0.00	7,277.72	-7,277.72
Total 5003 - GRANT EXPENSES	35,742.89	35,039.40	703.49
5000 - SALARIES			
5000.01 - Payroll	1,415,343.29	1,398,025.01	17,318.28
5000.02 - OVERTIME			
Admin Leave Cover - C-9	2,162.16	0.00	2,162.16
Educational Cover	1,231.68	0.00	1,231.68
CERT	0.00	0.00	0.00
Critical Weather	9,910.26	11,858.50	-1,948.24
FLSA	26,123.56	24,786.28	1,337.28
Paramedic Resource Pool	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00
Sick Coverage	37,899.60	19,726.44	18,173.16
Strike Team	18,316.85	0.00	18,316.85
Training	8,616.34	8,063.83	552.51
Unclassified-Meetings, etc	5,796.68	5,937.43	-140.75
Vacation-Holiday Coverage	131,269.72	149,790.02	-18,520.30
Worker's Comp Coverage	3,508.20	0.00	3,508.20
Total 5000.02 - OVERTIME	244,835.05	220,162.50	24,672.55
Total 5000 - SALARIES	1,660,178.34	1,618,187.51	41,990.83
5002 - EMPLOYEE BENEFITS			
5002.01 - Educational Incentive	71,768.08	91,628.46	-19,860.38
5002.02 - Vacation/Sick Leave Expense	83,795.03	139,044.87	-55,249.84
5002.03 - Medicare / Employer Exp	27,141.96	29,436.75	-2,294.79
5002.04 - Retirement - Pers	503,125.96	194,588.23	308,537.73
5002.4d - Retirement-PERS Other Obligatio	0.00	2,146.55	-2,146.55
5002.4a - Retirement UAL Payments	373,383.00	304,979.00	68,404.00
5002.4c - Retirement audit adjustments	500.00	0.00	500.00
5002.05 - Group Medical Ins	267,825.89	254,777.89	13,048.00
5002.06 - Life Insurance	3,991.27	4,117.16	-125.89
5002.07 - LTD Insurance	5,027.29	4,705.85	321.44
5002.08 - Social Security(Employer)	1,619.31	1,623.87	-4.56
5002.09 - Payroll Expenses	1,164.71	628.18	536.53

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Prev Year Comparison
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Jul '18 - May 19</u>	<u>\$ Change</u>
5002.10 · Retirement 401 (a)	4,127.50	4,432.50	-305.00
Total 5002 · EMPLOYEE BENEFITS	1,343,470.00	1,032,109.31	311,360.69
5006 · UNEMPLOYMENT	-436.10	0.00	-436.10
5007 · CLOTHING			
5007.01 · Uniforms			
Uniforms	819.06	1,305.67	-486.61
Accessories	2,440.05	1,011.72	1,428.33
Total 5007.01 · Uniforms	3,259.11	2,317.39	941.72
5007.02 · Boots	923.04	360.56	562.48
5007.03 · Turn Outs/Helmets	1,011.00	5,815.85	-4,804.85
5007.04 · Wildland gear	0.00	1,959.16	-1,959.16
Total 5007 · CLOTHING	5,193.15	10,452.96	-5,259.81
5008 · COMMUNICATION			
5008.01 · HCFA ,RCS - Internet	108,931.12	115,866.55	-6,935.43
5008.02 · Mobile Communications	3,121.90	3,219.18	-97.28
5008.03 · Mobile Data Terminals	2,333.82	2,490.38	-156.56
5008.05 · Emergency Operations Center EOC	0.00	93.25	-93.25
Total 5008 · COMMUNICATION	114,386.84	121,669.36	-7,282.52
5009 · PASIS (Workers Comp)			
5009.01 · Administrative	88,431.76	81,046.81	7,384.95
5009.02 · Claim Related	-17,989.61	82,240.91	-100,230.52
Total 5009 · PASIS (Workers Comp)	70,442.15	163,287.72	-92,845.57
5010 · HOUSEHOLD	4,200.09	3,414.31	785.78
5011 · FAIRA	16,343.00	13,531.00	2,812.00
5012 · MAINTENANCE - EQUIPMENT			
5012.01 · E17 KME (2015)	22,033.04	13,369.02	8,664.02
5012.02 · E217 KME (2002)	9,416.50	11,167.11	-1,750.61
5012.03 · B217 International (2002)	12,662.06	25,353.22	-12,691.16
5012.04 · 4709 U17 Ford F-250 (2018)	619.11	199.96	419.15
5012.07 · Generator	2,186.20	521.00	1,665.20
5012.08 · SCBA - Compressor	256.16	2,277.04	-2,020.88
5012.09 · Portable Extinguishers	68.02	130.00	-61.98
5012.10 · Ladder Testing	501.20	434.40	66.80
5012.11 · Misc.Equipment	439.09	412.91	26.18
5012.12 · Fuel	21,679.22	25,532.39	-3,853.17
5012.13 · Foam (Class A/B)	948.20	678.83	269.37
5012.14 · Fire Hose/Hose Packs	1,213.57	325.97	887.60
5012.15 · Vehicle Maintenance Software	1,431.00	0.00	1,431.00
5012.16 · Air Compressor - Station	645.54	614.46	31.08
5012.18 · 4706 Ford Ranger (2007)	166.14	251.90	-85.76
5012.19 · SCBA's	1,380.37	557.47	822.90
5012.20 · 4705 Ford Expedition (2008)	804.55	326.56	477.99
5012.21 · 4701 Dodge Ram Truck 0966(2012)	2,794.49	5,922.34	-3,127.85
5012.22 · 4702 Dodge Ram Truck 0965(2012)	10,060.83	4,216.21	5,844.62

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Prev Year Comparison
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Jul '18 - May 19</u>	<u>\$ Change</u>
Total 5012 · MAINTENANCE - EQUIPMENT	89,305.29	92,290.79	-2,985.50
5013 · MAINTENANCE - RADIOS			
5013.01 · Maintenance Contract	3,300.00	3,300.00	0.00
5013.02 · Other radio maintenance	0.00	1,368.28	-1,368.28
Total 5013 · MAINTENANCE - RADIOS	3,300.00	4,668.28	-1,368.28
5014 · MAINTENANCE - STRUCTURES			
5014.01 · Station 17			
Station Maintenance	4,322.48	12,872.72	-8,550.24
Plymovent System	0.00	202.76	-202.76
Grounds Maintenance	298.24	138.45	159.79
Total 5014.01 · Station 17	4,620.72	13,213.93	-8,593.21
5014.02 · HVAC Maintenance	1,361.59	1,135.00	226.59
5014.03 · Apparatus Bay Doors & Gates	4,713.22	4,012.00	701.22
5014.04 · Alarm System	1,762.69	1,762.69	0.00
Total 5014 · MAINTENANCE - STRUCTURES	12,458.22	20,123.62	-7,665.40
5015 · MEDICAL SUPPLIES			
5015.01 · Disposable Supplies	4,021.66	622.45	3,399.21
5015.02 · Defib. supplies	105.06	1,742.32	-1,637.26
5015.03 · Medic Engine Equipment	94.90	0.00	94.90
5015.04 · Defib.maintenance	50.00	4,025.00	-3,975.00
5015.07 · Narcotic Disposal	409.59	156.00	253.59
Total 5015 · MEDICAL SUPPLIES	4,681.21	6,545.77	-1,864.56
5016 · MEMBERSHIP	4,256.56	2,733.00	1,523.56
5018 · OFFICE EXPENSE			
5018.01 · Expendable Supplies	1,513.12	2,049.03	-535.91
5018.02 · Postage	638.19	661.52	-23.33
5018.03 · Office Equip.& Maintenance	30,893.30	25,401.44	5,491.86
5018.04 · CrewSense/ WebStaff maintenance	1,089.00	1,637.01	-548.01
Total 5018 · OFFICE EXPENSE	34,133.61	29,749.00	4,384.61
5019 · PROFESSIONAL FEES			
5019.01 · Legal Counsel	15,285.90	12,881.05	2,404.85
5019.02 · Auditor	10,200.00	8,200.00	2,000.00
5019.05 · Election	0.00	5,415.00	-5,415.00
Total 5019 · PROFESSIONAL FEES	25,485.90	26,496.05	-1,010.15
5023 · TRAINING			
5023.01 · Training Incidentals	1,954.31	1,870.22	84.09
5023.02 · Medical Training	0.00	407.50	-407.50
5023.03 · HTF	14,522.00	14,945.00	-423.00
5023.04 · Education	5,508.87	3,115.99	2,392.88
5023.05 · Workshops	750.00	130.00	620.00
Total 5023 · TRAINING	22,735.18	20,468.71	2,266.47
5025 · WORKSHOPS-MANAGEMENT			
5025.01 · Administrative	4,625.09	3,243.59	1,381.50
5025.02 · Chief Officers	5,581.20	6,456.96	-875.76

ALPINE FIRE PROTECTION DISTRICT
Profit & Loss Prev Year Comparison
July 2019 through May 2020

	<u>Jul '19 - May 20</u>	<u>Jul '18 - May 19</u>	<u>\$ Change</u>
5025.03 · Board Members	288.95	1,111.18	-822.23
5025.04 · In House Training	4,994.75	5,763.87	-769.12
5025.05 · Fire Prevention	2,017.58	0.00	2,017.58
Total 5025 · WORKSHOPS-MANAGEMENT	17,507.57	16,575.60	931.97
5028 · UTILITIES			
5028.01 · SDG&E	30,771.88	30,458.15	313.73
5028.02 · Telephone	3,359.87	4,657.23	-1,297.36
5028.03 · Water	7,589.10	5,323.68	2,265.42
5028.04 · Trash	1,155.22	1,028.50	126.72
5028.05 · Sewer	1,142.00	807.78	334.22
Total 5028 · UTILITIES	44,018.07	42,275.34	1,742.73
5030 · SPECIAL DISTRICT EXPENSE			
5030.01 · District Operations	3,901.16	3,132.71	768.45
5030.02 · Publishing	425.10	530.00	-104.90
5030.04 · County Admin.Fees	39,359.84	39,227.35	132.49
5030.05 · Rehab-Fire Ground Meals	-1,824.07	0.00	-1,824.07
5030.06 · FIT Tests/HepBC/Wellness	21,816.36	24,360.86	-2,544.50
5030.08 · LAFCO Budget	2,347.87	2,515.56	-167.69
5030.10 · Web Site	875.00	183.40	691.60
5030.11 · Recruitment-New Hires	20.00	1,118.00	-1,098.00
5030.15 · Annexation costs	0.00	5,275.25	-5,275.25
5030.16 · Reimbursable expenses	0.00	0.00	0.00
Total 5030 · SPECIAL DISTRICT EXPENSE	66,921.26	76,343.13	-9,421.87
5031 · DIRECTORS FEES	6,300.00	5,600.00	700.00
5032 · FIRE PREVENTION			
5032.01 · Public Education	4,290.62	2,548.45	1,742.17
5032.02 · Supplies	1,792.24	285.57	1,506.67
5032.03 · Classes	350.00	3,736.94	-3,386.94
5032.04 · Mapping	100.00	107.39	-7.39
Total 5032 · FIRE PREVENTION	6,532.86	6,678.35	-145.49
5035 · UNCAPITALIZED EQUIPMENT			
Engines	3,858.47	0.00	3,858.47
Facilities	5,165.06	2,831.00	2,334.06
Operations	0.00	8,300.00	-8,300.00
Vehicles	7,373.38	0.00	7,373.38
Total 5035 · UNCAPITALIZED EQUIPMENT	16,396.91	11,131.00	5,265.91
5037 · CAPITAL EXP. - EQUIPMENT			
Command Vehicle	0.00	36,925.76	-36,925.76
Engines	475,636.74	0.00	475,636.74
Operations	63,667.32	0.00	63,667.32
Total 5037 · CAPITAL EXP. - EQUIPMENT	539,304.06	36,925.76	502,378.30
Total Expense	4,142,835.18	3,396,295.97	746,539.21
Net Income	10,925.64	715,596.83	-704,671.19

**ALPINE FIRE PROTECTION DISTRICT
CASH FLOW STATEMENT
As of 5/31/2020**

FUND STATUS - UNASSIGNED & REVOLVING

1000.01	County SD General Fund (Revolving cash account)	\$	2,319,462.34
1001.01	California Bank & Trust (Revolving cash account)	\$	110,239.48
1101.06	California Bank & Trust (Money Mkt - General business saving)	\$	(0.00)
1002.01	LAIF (General)	\$	25,575.08
1002.06	Petty Cash (Imprest account)	\$	100.00
1002.65	Change Account	\$	100.00
1499	Undeposited Funds	\$	-
		\$	2,455,476.90

***Apportionment Schedule: 11/15=2%; 12/10=38%; 1/21=10%; 2/25=5%; 4/7=31%; 4/28=9%; 5/26=1%; 6/23=2%; 7/21=2%*

FUND STATUS - ASSIGNED

1000.02	County of SD Mitigation Fund - Mitigation Fund	\$	66,766.53
1001.04	California Bank & Trust - Workers Compensation checking	\$	22,839.51
1101.06	California Bank & Trust (Money Mkt - SRPL)	\$	-
	California Bank & Trust (Money Mkt - Assigned Capital Vehicle Accrual)	\$	25,892.96
	California Bank & Trust (Money Mkt - Assigned Building Accrual)	\$	43,960.70
	California Bank & Trust (Money Mkt - Assigned Equipment Accrual)	\$	145,156.25
1002.01	LAIF (SRPL Powerlink Mitigation Funds)	\$	18,831.57
1002.02	PASIS LAIF - Risk Pool Deposit Workers Compensation	\$	-
1002.10	Multi Bank Securities - Investment account - Market Value Fluctuation	\$	-
1002.13	Comerica Securities - Investment account - Market Value Fluctuation	\$	(182,879.97)
1002.13	Comerica Securities - Investment account - Money Market for reinvestment	\$	296,228.89
1002.14	Comerica Securities - Assigned (SRPL Sunrise Powerlink Mitigation Funds)	\$	285,318.74
1002.14	Comerica Securities - SRPL - Money Market for reinvestment	\$	13,827.84
1002.14	Comerica Securities - SRPL - Market Value Fluctuation	\$	10,910.15
1101.09	CB&T Savings (Trust account / Grants)	\$	500.50
		\$	747,353.67

* 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 5/31/2020**

FUND STATUS - COMMITTED/ASSIGNED - (RESOLUTION 19/20-01)

1000.01.1	County SD General Fund: Committed & Assigned- Vacation Sick Liability	\$	53,529.41
	County SD General Fund: Assigned - Capital Vehicle Replacement (B17)	\$	133,166.26
	County SD General Fund: Assigned - CalPers Unfunded Actuarial Liability	\$	-
1000.02.1	County SD Mitigation Fund: Assigned - Capital Vehicle Replacement (E17)	\$	10,523.38
1002.01	LAIF: Committed -OPEB Retiree Health	\$	38,000.00
	LAIF - Committed - Capital Building Fund	\$	26,723.79
	LAIF - Committed - Equipment Replacement Fund	\$	16,303.25
	LAIF - Committed - Portable Radios/MDT's (FY25/26-FY34/35)	\$	28,000.00
	LAIF - Committed - Capital Vehicle Replacement (E17)	\$	63,794.00
	LAIF - Committed - Capital Vehicle Replacement (4701/4702)	\$	124,572.41
	LAIF - Committed - Capital Vehicle Replacement (4706)	\$	40,000.00
	LAIF - Committed - Vacation Sick	\$	13,484.26
	LAIF - Assigned - Capital Vehicle Replacement (4705)	\$	37,500.00
	LAIF - Assigned - Capital Building HVAC	\$	27,103.24
	LAIF - Assigned - Capital Vehicle Replacement (B17)	\$	-
1002.02	PASIS LAIF: Committed - Risk Pool Deposit Workers Compensation	\$	503,061.08
1002.10	Multi Bank Securities: Committed - CalPERS Unfunded Liability	\$	204,721.88
1002.13	Comerica Securities Inc Committed - Economic Uncertainty Fund	\$	900,000.00
	Comerica Securities Inc Committed - Unfunded Liability	\$	296,186.87
	Comerica Securities Inc Committed - Capital Building Fund	\$	193,502.09
	Comerica Securities Inc Committed - OPEB (retiree health)	\$	10,000.00
	Comerica Securities Inc Committed - Equipment Replacement Fund	\$	165,000.00
	Comerica Securities Inc Committed - Radio Replacement	\$	65,050.00
	Comerica Securities Inc Committed - Capital Vehicle Replacement (E17)	\$	157,845.00
	Comerica Securities Inc Committed - Capital Vehicle Replacement (4701/4702)	\$	43,427.59
	Comerica Securities Inc Committed - Vacation Sick Liability Fund	\$	-
1101.06	California Bank & Trust (Money Mkt - General)	\$	55,511.25
		\$	3,207,005.76

* 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

5/31/2020

Total cost of accounts (cash value)	\$3,207,797.56
Value of accounts (market value)	\$3,327,440.24
Unrealized gain/loss \$ (market v - cash v)	\$119,642.68
Unrealized gain/loss %	3.73%
Average earning % CD	2.25%

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 (%)
BMW Bank Nth Am (CD)	Comerica	05580ACW2	9/14/2020	60	2.20%	1800	\$ 100.00	\$ 180,000.00	\$ 100.66	\$ 181,191.60	↑ \$ 1,191.60	0.66%
American Express Bk (CD)	MBS	02587DM70	11/28/2021	60	2.05%	980	\$ 100.00	\$ 98,000.00	\$ 102.66	\$ 100,602.88	↑ \$ 2,602.88	2.66%
Wells Fargo Bk (CD)	Comerica	949763FE1	3/1/2022	60	2.30%	1000	\$ 100.00	\$ 100,000.00	\$ 103.65	\$ 103,645.00	↑ \$ 3,645.00	3.65%
JPMorgan Chase Bank (CD)	Comerica	48126XJ55	4/13/2022	60	2.57%	1000	\$ 100.00	\$ 100,000.00	\$ 100.87	\$ 100,873.00	↑ \$ 873.00	0.87%
Capital One Bank (CD)	Comerica	14042RFS5	5/17/2022	60	2.40%	1130	\$ 100.00	\$ 113,000.00	\$ 104.27	\$ 117,821.71	↑ \$ 4,821.71	4.27%
American Express Bk (CD)	MBS	02587CEZ9	5/17/2022	60	2.40%	990	\$ 100.00	\$ 99,000.00	\$ 103.97	\$ 102,934.26	↑ \$ 3,934.26	3.97%
Crossfirst Bk (CD)	Comerica	22766ABR5	9/22/2022	60	2.00%	1140	\$ 100.00	\$ 114,000.00	\$ 103.95	\$ 118,501.86	↑ \$ 4,501.86	3.95%
Farmers & Merchants (CD)	Comerica	308862CE9	12/12/2022	120	1.96%	1250	\$ 100.00	\$ 125,000.00	\$ 100.30	\$ 125,377.50	↑ \$ 377.50	0.30%
Enerbank USA (CD)	Comerica	29266NH67	2/27/2023	96	2.30%	1250	\$ 100.00	\$ 125,000.00	\$ 105.31	\$ 131,631.25	↑ \$ 6,631.25	5.31%
Wells Fargo Bk (CD)	Comerica	949763RG3	6/6/2023	60	3.25%	1220	\$ 100.00	\$ 122,000.00	\$ 108.53	\$ 132,411.48	↑ \$ 10,411.48	8.53%
Morgan Stanley Private Bank	Comerica	61760AQ69	7/25/2024	60	2.20%	1400	\$ 100.00	\$ 140,000.00	\$ 106.56	\$ 149,177.00	↑ \$ 9,177.00	6.56%
Merrick Bank	Comerica	59013KGJ9	3/31/2025	60	1.35%	1900	\$ 100.00	\$ 190,000.00	\$ 104.15	\$ 197,881.20	↑ \$ 7,881.20	4.15%
Discover Bank (CD)	Comerica	254672XR4	2/18/2026	120	2.30%	1500	\$ 100.00	\$ 150,000.00	\$ 108.13	\$ 162,193.50	↑ \$ 12,193.50	8.13%
BMO Harris Bank NA (CD)	Comerica	05581W5V3	3/12/2027	84	1.75%	1050	\$ 100.00	\$ 105,000.00	\$ 100.45	\$ 105,475.65	↑ \$ 475.65	0.45%
JPMorgan Chase Bank (CD)*	Comerica	48128LF87	2/14/2030	120	2.10%	1500	\$ 100.00	\$ 150,000.00	\$ 102.26	\$ 153,388.50	↑ \$ 3,388.50	2.26%
Buena Park CA Cmnty Redev Agy	Comerica	119144AP8	9/1/2033	126	2.79%	1350	\$ 100.00	\$ 135,000.00	\$ 116.52	\$ 157,307.40	↑ \$ 22,307.40	16.52%
SRPL FUNDS								\$	-			
American Exp Centurion (CD)	Comerica	02587D2Q0	12/5/2022	60	2.50%	1210	\$ 100.00	\$ 121,000.00	\$ 104.82	\$ 126,826.15	↑ \$ 5,826.15	4.81%
Morgan Stanley Bank	Comerica	61765QN88	2/28/2030	120	2.10%	1620	\$ 100.00	\$ 162,000.00	\$ 111.98	\$ 181,402.74	↑ \$ 19,402.74	11.98%
COMERICA	Comerica	Money Mkt				1827.84	\$ 1.00	\$ 1,827.84	\$ 1.00	\$ 1,827.84	⇒ \$ -	0.00%
LAIF	LAIF	Local Agency Inv.Fund			1.967%	18831.57	\$ 1.00	\$ 18,831.57	\$ 1.00	\$ 18,831.57	⇒ \$ -	0.00%
COMMITTED & ASSIGNED												
LAIF	LAIF	Local Agency Inv.Fund			1.967%	441056.03	\$ 1.00	\$ 441,056.03	\$ 1.00	\$ 441,056.03	⇒ \$ -	0.00%
CB&T	CB&T	Money Mkt			0.03%	270521.16	\$ 1.00	\$ 270,521.16	\$ 1.00	\$ 270,521.16	⇒ \$ -	0.00%
COMERICA	Comerica	Money Mkt				8983.82	\$ 1.00	\$ 8,983.82	\$ 1.00	\$ 8,983.82	⇒ \$ -	0.00%
UNASSIGNED												
CB&T	CB&T	Checking				137577.14	\$ 1.00	\$ 137,577.14	\$ 1.00	\$ 137,577.14	⇒ \$ -	0.00%
Total								\$ 3,207,797.56		\$ 3,327,440.24	↑ \$ 119,642.68	3.73%

BASE VALUE		MARKET VALUE	
\$ 18,831.57		\$ 18,831.57	LAIF / SRPL
\$ 441,056.03		\$ 441,056.03	LAIF/AFP
\$ 197,000.00		\$ 203,537.14	MBS
\$ 1,722,983.82		\$ 1,788,553.07	Comerica
\$ 284,827.84		\$ 310,056.73	Comerica/SRPL
\$ 408,098.30		\$ 408,098.30	CB&T
<u>\$ 3,072,797.56</u>		<u>\$ 3,170,132.84</u>	
\$ 303,659.41		\$ 328,888.30	SRPL
\$ 2,769,138.15		\$ 2,841,244.54	GENERAL
<u>\$ 3,072,797.56</u>		<u>\$ 3,170,132.84</u>	

* Callable

FIRE CHIEF REPORT

JUNE 2020

1. **District Report**
 - a. COVID-19 Update
 - b.
2. **San Diego County Fire Chiefs**
 - a. No Report
3. **Fire Districts of San Diego County**
 - a. No Report
4. **HTF/HCFA - Board of Chiefs**
 - a. Heartland Training – Chief Swaney (HFR) was elected Chair. I was elected Vice-Chair.
5. **Central Zone Board of Chiefs**
 - a. No Report
6. **FAIRA**
 - a. Virtual meeting on June 15th
7. **RCCP**
 - a. Alpine will be withdrawing from RCCP as of July 1st. The Board voted to waive the 90-day notification requirement.
8. **PASIS**
 - a. Meeting scheduled for June 18th
9. **Public Records Requests**
 - a. None

ALPINE FIRE PROTECTION DISTRICT
 FIRE CHIEF'S MONTHLY REPORT
 May 2018

PERSONNEL	May-20	YTD	May-19	YTD
Total at end of month	16	18	17	17
Days lost for sickness	8	59.05	4	64.73
Days lost due to injury	8	9	0	0
# Emp's out on injury	1	2	0	0
TRAINING HOURS				
Captains	75.00	196.25	65.00	553.00
Engineers	30.50	105.00	51.00	184.00
Firefighter	143.00	433.25	145.00	417.00
Total Training Hours:	248.50	734.50	261.00	1154.00
FIRE PREVENTION ACTIVITIES				
Business Insp-Re Inspection	1	52	2	62
On Site Assess/Complaint	7	63	0	12
Plan Checks	1	40	5	40
Subdivision Map / Parcel Map	0	3	0	1
Violation Notices/Parking Warnings	0	0	0	0
Construction & Final Inspections	15	33	2	24
Burn Permits Issued	18	81	6	52
Public Ed Programs (hours)	0	2	4	77
Weed Abatement-Notice/Insp	38	69	47	63

FIRE MARSHAL'S REPORT
May 1st – May 31st

CONSTRUCTION:

Remodel plan checks, Sprinkler plan checks, Sprinkler Hydros, on-site inspections, business inspections, burn permits and other office duties. **(see monthly inspection sheet)**

TRAINING: None

MEETINGS:

San Diego Fire Prevention Officers- No meeting

San Diego Fire Protection Association- No meeting

AFSA - No meeting

PIO- No meeting this month.

NFPA- No meeting this month.

OES – No meeting

FSC – No meeting this month.

Miramar Advisory – No meeting this month.

County Meetings – No meeting this month

OSFM- All meetings were performed via Skype call in.

PUBLIC EDUCATION - OUTREACH:

Met with Greater Alpine Fire Safe Council and San Diego Sheriff here at the station. Looking at creating evacuation signs to be installed throughout the area of Alpine. Once a draft is prepared we will submit to Supervisor Jacob's office for support.

INCIDENT STATISTICS
MAY 2020

Incident Category	All Incidents	All Incidents Percent	All Incidents Year to Date	All Incidents Percent Year to Date
FIRE, EXPLOSION	7	5.56%	26	4.43%
GOOD INTENT CALL	7	5.56%	42	7.16%
RESCUE, EMS	79	62.70%	2	0.34%
SERVICE CALL	32	25.40%	430	73.25%
SPECIAL OR OTHER INCIDENT TYPE	1	0.79%	78	13.29%
Report Totals	126	100.00%	9	1.53%
			587	100.00%

Mutual Aid Received

Receiving City	Agency	Incidents
ALPINE	SYCUAN	1
ALPINE	VIEJAS	17
ALPINE	BARONA	4
ALPINE	MONTE VISTA	5
ALPINE	LAKESIDE	11
Report Total		31

Mutual Aid Given

Providing Agency	City	Incidents
ALPINE	LAKESIDE	9
ALPINE	BARONA	1
ALPINE	SAN DIEGO COUNTY	3

GRANT UPDATE

GRANTS IN PROCESS:

Grantor: **Sempra Energy/Alpine Fire Foundation - CERT 2015** Amount: \$2,500
Purpose: **Equipment/ OT** Date Submitted: 7/20/2015
Performance Period:

Grant provides funds for CERT. Funds held in Foundation until needed. (*Retired Finance Officer Moore*) 7/20/2015: Award received. 10/2017: No funds expended. 4/5/2019: Balance of \$450.69 for OT CERT Training for Jackson & Laff 12/18 & 12/20/2018. (Total \$649.45 less \$238.76 CERT 2014 = \$450.69). 5/15/2019: Moved training kits from 5023.01 to CERT 2015 \$261.33. Balance left is \$1787.98; **8/20/2019: CERT refreshments for Fire Safety Expo \$22.00; Foundation balance \$1765.98**

Grantor: **Sempra Energy/Alpine Fire Foundation - CERT 2019** Amount: \$2,500
Purpose: **Equipment/ OT** Date Submitted: 4/2/2019
Performance Period:

Grant provides funds for CERT. Funds held in Foundation until needed. (*Finance Officer, Captain Dotson*)

Grantor: **FEMA4305-DR-CA CalOES** Amount: \$9,350.36
Purpose: **Late January Storms Disaster Recovery** Date Submitted: 3/22/2017
Performance Period: As approved (Max 120 days)

Reimburse 75% of Critical Weather overtime costs for January 21, 22, 23, 2017. (*Retired Finance Officer Moore, Fire Chief Paskle*) 4/30/2017: Regional Systems Manager has been assigned. 5/31/2017 - 6/30/2017: Reimbursement request working its way through the federal system for approval and payment. 7/31/2017: Reimbursement approved. 12/7/17: Received the Federal portion \$6071.00. **2/14/2019: Waiting on the State portion however cannot receive \$1131.73 until meets the State Funding threshold of \$2500. Project Completion and Certification Report completed.**

Grantor: **FY18 UASI** Amount: \$2,612
Purpose: **Training Participation** Date Submitted: 6/28/2018
Performance Period: 9/1/2018 - 9/15/2020 Awarded: 2/26/2019
7/1/2019: Earmarked for Dotson CalChiefs Training Officer Conf 11/18 - 11/19/19. **2/12/20: Submitted Cash Request #1.**

Grantor: **FY18 SHGP** Amount: \$13,261
Purpose: **Turnout (PPE) Cache** Date Submitted: 1/18/2018
Performance Period: 3/1/2019 - 5/31/2020 Awarded:

Grant provides funds to build turnout cache. (*Finance Officer Caccavo, Captain Boggeln*) 12/13/18: Email county to determine status of application. 3/13/19: Received award letter and assurances. 2/12/20: Ordered turn out boots from MES. **5/26/2020: Cash requests #1 \$8641.0 & Cash request #2 \$4620.00 submitted; AFD to cover the remaining \$671.82.**

GRANTS SUBMITTED

Grantor: **SD Regional Fire Foundation** Amount: \$12,581
Purpose: **Thermal Imaging Cameras** Date Submitted: 5/11/2020
Performance Period: CY 2020 Awarded:

Grant provides funds purchase fourteen (14) Thermal Imaging Cameras (TIC) with Seek TIC gear Keeper attachments. (*Fire Chief Boggeln*)

GRANT UPDATE

Grantor: **FY17 FEMA Cal OES Hazard Mit. Grant** Amount: \$180,000
Purpose: **Alpine Creek Fuels Reduction** Date Submitted: 7/1/2018

9/10/2019: Per Fire Marshal McBroom - no activity.

Grantor: **FY19 SHGP** Amount: \$13,228
Purpose: **4 VHF Radios / 12 Web Gear Packs** Date Submitted: 12/13/2018
Performance Period: 12/15/2019 - 7/31/2021 Awarded:
Grant provides funds purchase four (4) VHF Radios with accessories and twelve (12) Web Gear Packs. (*Finance Officer Caccavo, Captain Boggeln*) 12/13/18: Emailed application electronically to Raluca Pimenta and hard copy in the mail.
11/12/19: Resent hard copy per their request; anticipate the formal award in Spring 2020.

Grantor: **FY20 SHGP** Amount: \$13,616.00
Purpose: **MDC (1) / 800 MHz Radios (2)** Date Submitted: 12/11/2019
Performance Period: 3/1/2021 - 6/30/2022
(*Finance Office Caccavo, Division Chief Boggeln*) **12/11/2019: Emailed application and mailed hard copy following day.**

GRANTS CLOSED - AWAITING CLOSE OUT CONFIRMATION

Grantor: **FY15 Assistance to Firefighters (AFG)** Amount: \$129,106
Purpose: **SCBA's and RIT packs** Date Submitted: 1/13/2016
Performance Period: April-September 2016
Grant would provide funds to replace 14 SCBA's and 2 RIT packs. District portion \$6,147; Federal portion \$122,959. (*Finance Officer Moore, Captains Boggeln, Dotson*) Awarded 8/26/2016. 11/3/2016: GPO contract will be approved 11/15/16 with Board approval to purchase. Goods purchased. 12/2016: goods received. 1/25/2017: 1st Q report submitted. Reimbursement requested and received. 2/2017: Received approval to use balance of funds on any allowable expense. 2/24/2017: Excess funds used for investigative lighting and face-pieces. Reimbursement received from AFG. 7/31/2017: Quarterly report submitted.
Final Closeout is due 11/19/2017 and will be submitted when closeout report available on AFG website; no report on website as of 9/10/2019. 2/11/2020: Submitted documentation for Desk Review. **3/9/2020: Submitted closeout documentation.**

Grantor: **FY16 SHGP** Amount: \$13,176
Purpose: **Turnout (PPE) Cache** Date Submitted: 12/1/2016
Performance Period: Dec 2016 (FY16/17)
Grant provides funds to build turnout cache. (*Finance Officer Moore, Captain Boggeln*) 12/1/2016: Waiting for State of California to approve funding and release award. 4/28/2017: Award released, OK to purchase. 10/2017: Two sets of Lion turnouts on order. 2/16/2018: 2 sets received; 4 sets ordered. Cash Request #1 sent. 4/10/2018: Received the remaining 4 sets. 6/8/18: Cash request #2 submitted. 12/19/18: Waiting for payment to close out. 12/27/2018: Recieved payment for Cash Request #2; County advised Cash Request #1 payment is in line for payment. **1/28/2019: Received final payment. Waiting for closeout.**

GRANT UPDATE

Grantor: **CA Fire Foundation** Amount: \$7,277.72
Purpose: **Prevention & Preparedness due to Climate Change** Date Submitted: 6/11/2018
Performance Period: 7/16/18 - 12/15/18
To purchase Fire Prevention materials for school visits and new resident Welcome Kits. (*Finance Office Caccavo, Fire Marshal McBroom*) 8/14/18: Begin purchasing items for kits & school visits. **12/13/2018: Submitted Final Report; close out letter anticipated first week of January 2019.**

Grantor: **FY17 UASI** Amount: \$4,753
Purpose: **Training Participation** Date Submitted: 11/14/2017
Performance Period: 9/1/2017 - 12/31/2019 Awarded: 11/16/2017
4/10/2018: 1 training class taken; cash receipt to be submitted. 5/10/2018: Cash request #1 submitted. 6/7/2018: Cash request #2 submitted. 10/05/2018: Check received \$1165.64 for Cash Requests #1 & #2. 1/23/2019: Submitted Cash Request #3 for \$3587.36. **8/13/2019: Cash Request #3 received; awaiting close out letter.**

Grantor: **FY17 SHGP** Amount: \$13,176
Purpose: **Turnout (PPE) Cache** Date Submitted: 3/21/2018
Performance Period: 12/12/2017 - 6/30/2019 Awarded: 3/21/2018
Grant provides funds to build turnout cache. (*Retired Finance Officer Moore, Captain Boggeln*) 7/20/18: Staff to begin purchasing immediately. 5/15/2019: Delivery expected the week of 5/20; invoice received. 6/11/19: Submitted Cash Request #1; waiting on cleared check for CR#2. 9/10/2019: Waiting for payment for Cash Request #1 & #2; payment anticipated by the end of the year. **11/18/2019: Both Cash Requests have been received, waiting for close out letter.**

**FIRST AMENDMENT
TO
MEMORANDUM OF UNDERSTANDING
BETWEEN
ALPINE FIRE PROTECTION DISTRICT
AND
ALICEA CACCAVO**

THIS FIRST AMENDMENT (“**FIRST AMENEDENT**”) is entered into by and between the ALPINE FIRE PROTECTION DISTRICT (hereinafter “**DISTRICT**”) and ALICEA CACCAVO (hereinafter “**AC**”).

RECITALS

WHEREAS, DISTRICT and AC on or about November 20, 2018 entered into a MEMORANDUM OF UNDERSTANDING (hereinafter “**MOU**”); and

WHEREAS, DISTRICT and AC now desire to amend the MOU.

NOW THEREFORE, the Parties agree as follows:

1. Paragraph 2.1 of this Agreement shall be amended to provide the term of the MOU will now end on June 30, 2021.

2. Paragraph 4.1 is hereby amended as follows:

4.1 Effective July 1, 2020 AC shall receive a salary of \$110,000.00 per year payable semi-monthly or at such frequency as District pays its other non-safety employees.

3. Paragraph 4.2 is hereby amended as follows:

4.2 AC shall not earn or be entitled to overtime pay. AC shall earn her hourly pay when assigned to a significant incident by the Fire Chief. AC will receive the extra hourly pay for those hours assigned to the incident which are not regular work week hours.

4. A new Paragraph 4.3 is added as follows:

4.3 For each month during the term of this MOU that AC is licensed by the State of California to be a Notary Public she shall receive as salary the additional sum of \$100 per month. In addition DISTRICT shall reimburse AC for the cost of classes, insurance and supplies required to be a notary public.

5. Paragraph 5.2 shall be amended as follows:

5.2 The Accrual for Sick leave shall be 12 hours per month. AC shall accumulate sick leave from the first day of employment and shall continue to do so until she has accumulated a maximum of 2880 hours. All unused sick leave, up to the cap, shall be carried forward from one fiscal year to the next.

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6. Paragraph 5.4 shall be amended as follows:
5.4 Sick leave shall be converted to vacation at the rate of three hours of sick leave for one hour of vacation so that AC will not exceed the cap of 2880 hours.
7. Paragraph 11.3 shall be amended as follows:
11.3 The maximum accumulated total which may be carried in vacation time from one fiscal budget year to the next is 60 hours, remaining balance of vacation hours will be cashed out at the regular rate of pay.
8. Paragraph 17.1 shall be amended as follows:
*17.1 In addition to the salary set forth in Section 4.1 of this MOU, AC shall be paid an annual stipend for successful completion of the educational plan attached hereto as **Exhibit "B"** capped at 12% per year. If AC receives a new certificate during the fiscal year it will be prorated for the remaining year.*
9. This FIRST AMENDMENT may be executed simultaneously or in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement.
10. Except as specifically provided herein all terms shall have the same meaning as defined in the MOU.
11. Except as specifically amended herein, the MOU shall remain in full force and effect.

The Parties have executed this FIRST AMENDMENT to MOU on the date appearing next to their names at Alpine, California.

AC

Dated: _____, 2020

 Alicea Caccavo

DISTRICT

Alpine Fire Protection District
 a Political Subdivision

Dated: _____, 2020

By: _____
 Jim Easterling, Board President

Dated: _____, 2020

By: _____
 Patrick Price, Board Secretary

SIDE LETTER OF AGREEMENT

This Side Letter Agreement is made and entered into as of this 16th day of June, 2020 by and between the ALPINE FIRE PROTECTION DISTRICT, a California special district ("**Employer**") and the INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 2638 ("**Union**") as follows:

WHEREAS, the parties previously entered into a Memorandum of Understanding for the term 2019-2021 governing terms and conditions of employment of members of the Union ("**MOU**"); and

WHEREAS, the parties desire to modify and clarify the probationary period for "lateral hires" from regional fire departments for the remaining term of the MOU.

NOW THEREFORE, in consideration of the mutual promises of the parties contained herein it is hereby agreed that:

1. The terms and agreement of the 2019 - 2021 MOU shall be deemed to include as part of Section 7.3 the following additional provisions:
 - a. All new hired employees that fall under the definition of a "**lateral hire**" will be subject to a one-year probationary period.
 - b. For the purposes of this Section 7.3 the term "**lateral hire**" shall mean a new hire who had been previously paid professional firefighter with a fire department in San Diego County within 60 days of being hired by Employer at a rank equal to or higher than the rank being offered by Employer. In addition the employment with the prior employer must have been for a period greater than three years and the employee must have left their prior employment in good standing with no disciplinary proceeds pending.
2. This Side Letter Agreement shall terminate on the date of ratification of the next Memorandum of Understanding or expiration of the current MOU if not extended.

Employer

ALPINE FIRE PROTECTION DISTRICT

By: _____
Jim Easterling, President

Union

INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 2638

By: _____
Shane Ozbirn, President