

# **VALLEY CENTER FIRE PROTECTION DISTRICT**



## **BOARD OF DIRECTORS' REGULAR MEETING VCMWD Board Room**

**Zoom Meeting ID: 859 712 4912  
Pass Code: 185394**

**with Live Stream to  
VCFPD Facebook Page for COVID-19 Prevention**

**Thursday – March 17, 2022 at 6:00 p.m.**



**Valley Center Fire Protection District Board of Directors  
REGULAR MEETING AGENDA  
March 17, 2022 / 6:00 p.m.**

**This Meeting will be cast on Zoom**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/8597124912?pwd=Rm9KR0dSZWYyMml0ZGtvcGJsU29VZz09>

**Meeting ID: 859 712 4912**

**Passcode: 185394**

**One tap mobile**

**+16699009128,,8597124912#,,,,,0#,,185394# US (San Jose)**

**Dial by your location**

**+1 669 900 9128 US (San Jose)**

**Access Number: 859 712 4912**

**Pass Code: 185394**

For COVID-19 Prevention  
with Live Stream to VCFPD Facebook Page  
Valley Center Municipal Water District Board Room  
29300 Valley Center Rd Valley Center, CA 92082

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. PROPOSAL TO ADOPT RESOLUTION NO. 2022-12**

Consideration to Approve Resolution NO. 2022-12 to Implement Teleconferencing Requirements During a Proclaimed State of Emergency Under Government Code Section 54953.

**5. PUBLIC COMMENT**

*Any member of the Public may speak on any matter that is not on the Agenda. However, under State law, no decisions or actions can be taken and any such matters will be referred to the next meeting. Members of the public may address the Board during public comment by "Raising their hand" in Zoom, then type their comments or questions in the Chat Box and may indicate if they wish to address a particular agenda item, or if they wish to make a general comment on a matter within the subject matter jurisdiction of the District. The President will call on the member of the public at the appropriate time and allow the member of the public to provide live comment. The District limits each speaker to 5 minutes per topic and 20 minutes per subject.*

**6. PROCLAMATIONS AND PRESENTATIONS**

None

**7. CONSENT CALENDAR**

*All items listed on the Consent Calendar listed as Consent Items are considered routine and will be enacted in one motion. There will be no separate discussion of these items prior to the Board action on the motion, unless members of the Board, Staff or public request specific items be removed from the Consent Calendar from the Board Agenda for discussion.*

A. Approve Board Meeting Minutes on the Regular Meeting February 17, 2022

**Standing Item – Review and Approve**

B. Proposal to adopt Resolution NO 2022-14 (Eagles Noel) and Resolution NO 2022-15 (Infill) on Intention to Annex Territory to CFD 2008-1.

**Review and Approve**



**8. STAFF REPORTS**

- A. Fire Chief's Report
- B. Operations Division Report
- C. Community Risk Reduction Division Report
- D. Valley Center Firefighters Association Report

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

- A. Public Hearing on Petition for Annexation of Territory to CFD 2008-01 and related matters, proposal to adopt Resolution NO. 2022-13 (Paradise Mountain).
- B. Proposal to adopt Resolution NO. 2022-16 to approve a proposal with the Center for Public Safety Excellence for the facilitation of a Community-Driven Strategic Plan in the form and content attached hereto.

**11. TREASURER'S REPORT**

Review of Fiscal Recap for February 2022

**12. CLOSED SESSION**

None

**13. ANNOUNCEMENT OF CLOSED SESSION ACTIONS**

None

**14. BOARD OF DIRECTORS COMMENTS**

**15. ADJOURNMENT**

*Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Board Secretary at (760) 751-7600, at least 48 hours before the meeting, if possible*

**NEXT REGULAR MEETING**

**April 21, 2022**





# VALLEY CENTER FIRE PROTECTION DISTRICT

28234 Lilac Road, Valley Center, CA 92082  
(760) 751-7600 Fax (760) 749-3892  
Website: [vcfpd.org](http://vcfpd.org)



## VALLEY CENTER FIRE PROTECTION DISTRICT RESOLUTION 2022-12

### RESOLUTION TO IMPLEMENT TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY UNDER GOVERNMENT CODE SECTION 54953.

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

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

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

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

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

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

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

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

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

Valley Center Fire Station 1  
28234 Lilac Road  
Valley Center, CA 92082

Valley Center Fire Station 2  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082



1. That the foregoing recitals are true and correct and incorporates them by this reference.
2. The Board of Directors of the Valley Center Fire Protection District (District) finds, by a majority vote, the following:
  - a. That there exists a proclaimed state of emergency;  
AND either:
  - b. The Board of Directors of the Valley Center Fire Protection District is meeting for the purpose of determining one of the following, or more than 30 days have passed since the Board met and determined one of the following and the Board now re-determines one of the following:
    - i. State or local officials have imposed or recommended measures to promote social distancing; OR
    - ii. As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

OR

- c. This Board of Directors has made the determination set forth in subdivision (b), above within the last 30 days and now makes the following determination:
  - i. The Board of Directors of the Valley Center Fire Protection District has reconsidered the circumstances of the state of emergency; AND
  - ii. Any of the following circumstances exist:
    1. The state of emergency continues to directly impact the ability of the members to meet safely in person.
    2. State or local officials continue to impose or recommend measures to promote social distancing.
3. The District Fire Chief or his designee is authorized to take all steps and perform all actions necessary to execute and implement this Resolution in compliance with Government Code section 54953.
4. That this Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** by The Board of Directors of the Valley Center Fire Protection District on this 17th day of March, 2022, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

Signature: \_\_\_\_\_  
Phil Bell, President, Valley Center Fire Protection District

Signature  
Attest: \_\_\_\_\_  
Regina Roberts, Secretary, Valley Center Fire Protection District

Valley Center Fire Station 1  
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**CONSENT CALENDAR**

**BOARD OF DIRECTORS' PACKET**  
**VALLEY CENTER FIRE PROTECTION DISTRICT**





**Minutes  
Of A Regular Meeting  
Of the Board of Directors of  
Valley Center Fire Protection District  
February 17, 2022 / 6:00 p.m.**

Valley Center Municipal Water District Board Room  
29300 Valley Center Rd.  
Valley Center, CA 92082

This Meeting was cast on Zoom with Live Stream to VCFPD Facebook Page  
For COVID-19 Prevention

1. Call to Order at 6:00 p.m.
2. Roll Call:  
Charlotte Seaborne – Present – Zoom attendance  
Gina Roberts - Present – Zoom attendance  
Mike O'Connor – Present  
Phil Bell - Present  
Steve Hutchison – Present
3. Pledge of Allegiance – led by Battalion Chief Davidson
4. A proposal was made for Consideration to Approve Resolution NO. 2022-08 continuing to Implement Teleconferencing Requirements During a Proclaimed State of Emergency Under Government Code Section 54953. After motion made and seconded and a roll call vote, Resolution 2022-08 was unanimously approved.
5. Public Comment – None
6. Proclamations and Presentations – None
7. Consent Calendar - Consent Calendar – The consent calendar, containing the minutes from the January 20, 2022 Regular Meeting Resolution, Special Meeting on February 3, 2022 and Resolution NO 2022-09 (Paradise Mountain) on Intention to Annex Territory to CFD 2008-1, after motion made and seconded, and a roll call vote, was unanimously approved by the Board.
8. Staff Reports
  - A. Fire Chief's Report – Chief Napier presented the month's activities.
  - B. Operations Division Report – was also presented by Chief Napier.



- C. Community Risk Reduction Division Report - was given by Fire Marshal Jim Davidson.
- D. Valley Center Firefighters Association Report – None

9. Old Business

- A. Director Hutchison led a discussion of Board Policies and Board Elections. There was a discussion regarding Board officer elections and different ways to distribute responsibilities and how the Board would like to proceed in the future. President Bell proposed a standing committee that would explore the options and present them to the Board. When the discussion started on the procurement policy, Director Roberts asked that the discussion be tabled until the differences between procurement policies can be streamlined by the committee and presented to the Board. A motion was made and seconded to table the discussion on the procurement policy, after a unanimous roll call vote the discussion was tabled. A motion was also made and seconded to change the policies and procedures ad hoc committee to a standing committee consisting of Directors Roberts and Hutchison. The motion was unanimously approved by a roll call vote.

10. New Business

- A. The Board held a Public Hearing on an Annexation Petition into CFD 2008-1. After the hearing, upon motion duly made and seconded, and unanimously approved by a roll call vote, the Board adopted Resolution NO. 2022-10 (Kiavo).
  - B. A proposal was made to adopt Resolution 2022-11 To Participate In The County Of San Diego Fire Mitigation Fee Program For Fiscal Year 2022-2023, after motion made and seconded and roll call vote, the resolution was unanimously approved.
11. Treasurers Report – The Treasurer's Report was presented to the Board by Director Seaborne, she stated that there was nothing of concern and that some final changes will be made after the audit. After motion made and seconded, the Treasurer's Report was unanimously approved.
12. 7:22 p.m. - Closed Session – A Closed Session was held to discuss Personnel Matters.
13. 7:45 p.m. - Announcement of Closed Session Actions – After the Closed Session, President Bell announced that during the Closed Session no action was taken.

14. Board of Directors Comments

Director Roberts thanked the Board for letting her hang out remotely. She looks forward to seeing everybody. She is chairing the Western Days committee and let us know that this year's Western Days is celebrating First Responders.

Director Seaborne thanked Directors Roberts and Hutchison for agreeing to be members of the standing policies and procedures committee.

Director O'Connor wished Chief Chumbley good luck on his new position as Fire Chief of Poway. He thanked Directors Hutchison and Roberts for taking on extra tasks.

Director Hutchison had no comment.

Director Bell echoed the sentiments about Chief Chumbley and noted the excellent job he has done for our community.



15. Adjournment – 7:48 p.m.

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Regina Roberts, Secretary

**NEXT REGULAR MEETING:**

**March 17, 2022**

DRAFT





**VALLEY CENTER  
FIRE PROTECTION DISTRICT**

28234 Lilac Road, Valley Center, CA 92082  
(760) 751-7600 Fax (760) 749-3892  
Website: vcfpd.org



**VALLEY CENTER FIRE PROTECTION DISTRICT RESOLUTION 2022-08**

**RESOLUTION TO IMPLEMENT TELECONFERENCING REQUIREMENTS  
DURING A PROCLAIMED STATE OF EMERGENCY UNDER GOVERNMENT CODE  
SECTION 54953.**

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

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

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

**WHEREAS**, on June 17, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and

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

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

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

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

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

Valley Center Fire Station 1  
28234 Lilac Road  
Valley Center, CA 92082

Valley Center Fire Station 2  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082

1. That the foregoing recitals are true and correct and incorporates them by this reference.
2. The Board of Directors of the Valley Center Fire Protection District (District) finds, by a majority vote, the following:
  - a. That there exists a proclaimed state of emergency;  
AND either:
  - b. The Board of Directors of the Valley Center Fire Protection District is meeting for the purpose of determining one of the following, or more than 30 days have passed since the Board met and determined one of the following and the Board now re-determines one of the following:
    - i. State or local officials have imposed or recommended measures to promote social distancing; OR
    - ii. As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
- OR
- c. This Board of Directors has made the determination set forth in subdivision (b), above within the last 30 days and now makes the following determination:
  - i. The Board of Directors of the Valley Center Fire Protection District has reconsidered the circumstances of the state of emergency; AND
  - ii. Any of the following circumstances exist:
    1. The state of emergency continues to directly impact the ability of the members to meet safely in person.
    2. State or local officials continue to impose or recommend measures to promote social distancing.
3. The District Fire Chief or his designee is authorized to take all steps and perform all actions necessary to execute and implement this Resolution in compliance with Government Code section 54953.
4. That this Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** by The Board of Directors of the Valley Center Fire Protection District on this 17th day of February, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signature: \_\_\_\_\_  
Phil Bell, President, Valley Center Fire Protection District

Signature \_\_\_\_\_  
Attest: \_\_\_\_\_  
Regina Roberts, Secretary, Valley Center Fire Protection District

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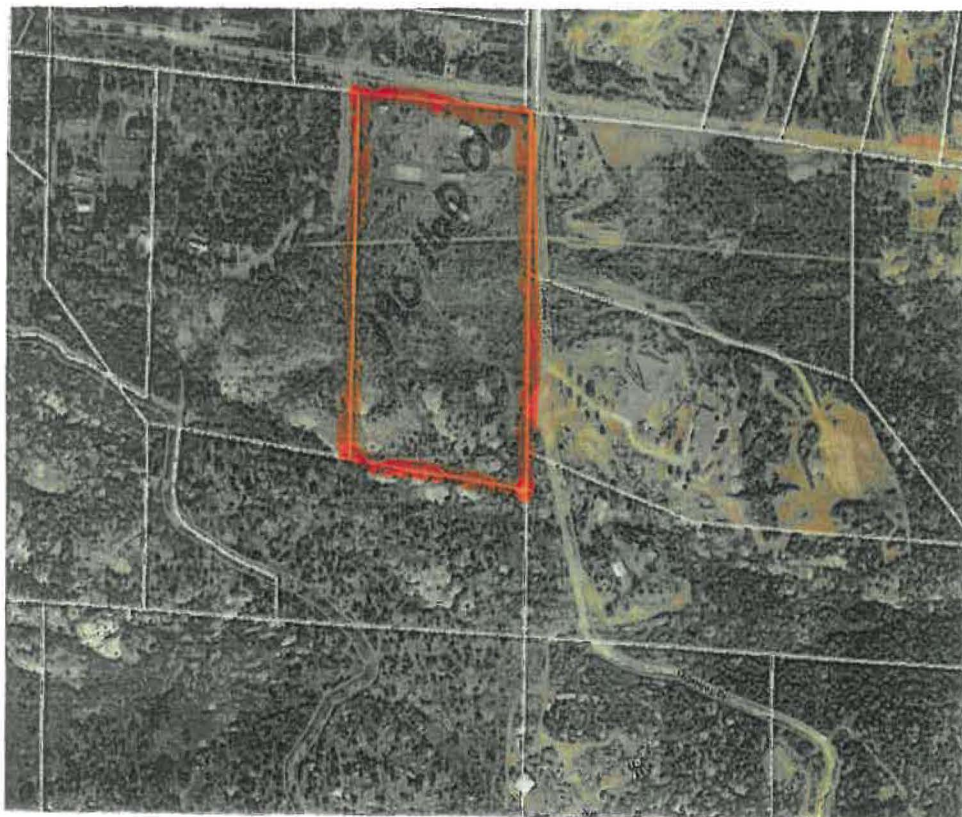


RESOLUTION 2022-09

CFD 2008-1 – ANNEXATION

PARADISE MOUNTAIN RD

190-160-06-00



**RESOLUTION NO. 2022-09  
A RESOLUTION OF INTENTION  
OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER FIRE PROTECTION DISTRICT  
TO ANNEX TERRITORY TO COMMUNITY FACILITIES DISTRICT NO. 2008-1  
AND TO AUTHORIZE THE LEVY OF SPECIAL TAXES THEREIN**

WHEREAS, under the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at section 53311 of the California Government Code, the Board of Directors (the "Board") of the Valley Center Fire Protection District (the "District") has conducted proceedings to establish Community Facilities District No. 2008-1 (the "CFD"), and

WHEREAS, the Board is the legislative body for the CFD and is empowered with the authority to annex territory to the CFD and now desires to undertake proceedings to annex territory to the CFD, and

WHEREAS, a petition requesting institution proceedings to annex territory to Community Facilities District No. 2008-1 District has been received from landowners owning not less than 10% of the proposed land to be annexed to the CFD, and

WHEREAS, the petition dated February 3, 2022 has been found to meet the requirements of Government Code section 53319, and

WHEREAS, this Board, having received indications of interest from the owner of the areas of land proposed to be annexed to the CFD, now desires to proceed with the annexation to the CFD in order to finance the balance of the costs of certain public services and facilities necessary or incident to development in the CSP.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Valley Center Fire Protection District as follows:

1. This Board hereby finds and determines that public convenience and necessity require that territory be added to the CFD be formed and that the Board is authorized to conduct proceedings for the annexation of territory to the CFD pursuant to the Act.
2. The name of the existing CFD is "Community Facilities District No. 2008-1."
3. The territory included in the existing CFD is as shown on the map thereof filed in Book 42 of Maps of Assessment and Community Facilities Districts at Page 27 in the office of the County Recorder, County of San Diego, State of California to which map reference is hereby made for further particulars. The territory now proposed to be annexed to the CFD is as shown on Annexation Map No.2 to the CFD on file with the Clerk of the Board, the boundaries of which territory are hereby preliminarily approved and which map is incorporated in full herein by reference. The Clerk of the Board is hereby directed to record, or cause to be recorded, said map showing the territory to be annexed to the CFD in the office of the County Recorder of the County of San Diego within fifteen days of the date of adoption of this Resolution.



4. The types of services financed by the CFD and pursuant to the Act consist of those services (the "Services") described in Exhibit A to Resolution 2008-09, adopted by the Board on May 29, 2008 (the "Resolution of Formation"). It is presently intended that the Services will be shared, without preference or priority, by the existing territory in the CFD and the territory proposed to be annexed to the CFD.

5. Except to the extent that the funds are otherwise available to the CFD to pay for the Services, a special tax sufficient to pay the costs thereof is intended to be levied annually within the CFD and collected in the same manner and at the same time as ordinary *ad valorem* property taxes. The proposed rate and method of apportionment of the special tax among the parcels of real property within the CFD, as now in existence and following the annexation proposed herein, in sufficient detail to allow each landowner within the territory proposed to be annexed to the CFD to estimate the maximum amount such owner will have to pay are described in detail in Exhibit A attached to the Resolution of Formation, which by this reference is incorporated herein.

6. The Board shall hold a public hearing (the "Hearing") on the annexation of territory to the CFD and the proposed Rate and Method of Apportionment at 6 p.m., or as soon thereafter as practicable, on March 17, 2022, at the Valley Center Municipal Water District, at 29300 Valley Center Road, Valley Center, California. At the hearing, the Board will consider and finally determine whether the public interest, convenience and necessity require the annexation of territory to the CFD. Should the Board determine to annex territory to the CFD, a special election will be held to authorize the levy of the special tax in accordance with the procedures contained in Government Code section 53326. If held, the proposed voting procedure at the election is expected to be a landowner vote with each landowner of record as of the close of the Hearing having one vote for each acre of land or portion thereof owned within the territory to be annexed to the CFD. Ballots for the special election may be distributed by mail or by personal service. At the time and place set forth above for the Hearing, any interested person, including all persons owning lands or registered to vote within the proposed CFD, may appear and be heard.

7. The District may accept advances of funds or work-in-kind from any source, including, but not limited to, private persons or private entities, for any authorized purpose, including, but not limited to, paying any cost incurred by the District in the annexation of territory to the CFD. The District may enter into an agreement with the person or entity advancing the funds or work-in-kind, to repay all or a portion of the funds advanced, or to reimburse the person or entity for the value, or cost, whichever is less, of the work-in-kind, as determined by this Board, with or without interest.

8. The District Secretary is hereby directed to cause notice of the public hearing to be given by publication one time in a newspaper published in the area of the CFD. The publication shall be completed at least seven days before the date of the public hearing in Section 6. The Secretary shall also cause notice of the hearing to be given to each property owner within the CFD by first class mail, postage prepaid, to each such owner's addresses as it appears on the most recent tax records of the District or as otherwise known to the Secretary to be correct. Such mailed notice shall be completed not less than fifteen days before the date of the public hearing. Each of the notices shall be substantially in the form specified in section 53322 of the Act, with the form summarizing the provisions hereof hereby specifically approved.

9. Except as may otherwise be provided by law or by the rate and method of apportionment of the special tax for the CFD, all lands owned by any public entity, including the United States, the State of California and/or the District, or any departments or political subdivisions thereof, shall be omitted from the levy of the Special Tax to be made to cover the costs and expenses of the

Services and the CFD. In the event that a portion of the property within the CFD shall become for any reason exempt, wholly or in part, from the levy of the special tax, this Board will, on behalf of the CFD, increase the levy to the extent necessary upon the remaining property within the CFD that is not exempt in order to yield the required revenues to pay for the Services and other annual expenses of the CFD, if any, subject to the provisions of the rate and method of apportionment of the special tax.

10. The officers, employees and agents of the District are hereby authorized and directed to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution.

PASSED AND ADOPTED by the Board of Directors of the Valley Center Fire Protection District on the 17<sup>th</sup> day of February, 2022 by the following vote:

Ayes:  
Noes:  
Absent:  
Abstain:

ATTEST:

\_\_\_\_\_  
President, Board of Directors

\_\_\_\_\_  
Secretary, Board of Directors



# Valley Center Fire Protection District

## Board Finance and Procurement Policy

### 1.0. PURPOSE:

- 1.1. The purpose of this Policy is to list options for oversight on financial matters concerning the operations of the Valley Center Fire Protection District and the development of recommendations to the Board.

### 2.0. POLICY:

- 2.1. It shall be the policy of the Valley Center Fire Protection District Board of Directors to provide financial oversight for provision of services to the citizens served by the Valley Center Fire Protection District. This governing body shall function as prescribed in the Fire Protection District Law of 1987 (Health and Safety Code, Sections 13800 et. seq.), the Meyers-Millias-Brown Act, and the Ralph M. Brown Act.
- 2.2. When determined to be necessary or desirable, as outlined by in the Board of Directors Policy Manual, Section 4.7.1 et. seq., the Board of Directors may form, organize and maintain a Finance Committee to provide financial oversight for provision of services to the citizens served by the Valley Center Fire Protection District and make recommendations to the Board of Directors. This governing body shall function as prescribed in the Fire Protection District Law of 1987 (Health and Safety Code, Sections 13800 et. seq.), the Meyers-Millias-Brown Act, and the Ralph M. Brown Act.

### 3.0. INTENT:

- 3.1. The provisions of this policy are to assist the Board of Directors of the Valley Center Fire Protection District as they administer and represent the business and affairs of the Valley Center Fire Protection District. It is the intent and purpose of this directive to help clarify and define the responsibilities of the elected officials (directors) of the Valley Center Fire Protection District. For detailed procedures on purchasing and contracting, refer to the "VCFPD Purchasing & Contracting" policy.

### PROCEDURES:

- 3.2. When the Board Treasurer or Finance Committee is utilized to provide financial oversight on behalf of the Board of Directors, the board treasurer or Finance Committee shall:
  - 3.2.1. Review Monthly Financial Statements and Expenditure Details with Staff, prior to the public meeting in preparation for the Treasurer's Report and make recommendations to the Board.
  - 3.2.2. Review other financial reports and issues with the District Staff as directed by

the Board.

- 3.2.3. The Finance Committee shall review the Annual Budget prepared by staff and make recommendations to the Board.
- 3.2.4. The Finance Committee shall work with staff on financial issues, revenue and expenditure issues to prepare the annual budget as directed by the Board.
- 3.2.5. The Treasurer shall review contracts to be presented to the board and capital outlay invoices in excess of \$25,000.00. Authorize, by signature, contracts and capital outlay purchase orders in excess of \$25,000.00 unless as an approved expenditure from the annual budget or multi-year mitigation expenditure plan.
- 3.3. When the Treasurer is not available, the Board of Directors shall be responsible for carrying out these financial duties for Valley Center Fire Protection District.
  - 3.3.1. Staff shall prepare grant applications and assure contractors being awarded State or Federal Grant contracts for services or purchases are not dis-barred from participation due to poor performance or maleficence utilizing the SAM.Gov System
  - 3.3.2. The Board shall review contracts to be presented to the board and capital outlay invoices in excess of \$50,000.00. Authorize, by signature, contracts and capital outlay purchase orders in excess of \$50,000.00 unless as an approved expenditure from the annual budget or multi-year mitigation expenditure plan.





## VALLEY CENTER FIRE PROTECTION DISTRICT

28234 Lilac Road, Valley Center, CA 92082  
(760) 751-7600 Fax (760) 749-3892  
Website: [vcfpd.org](http://vcfpd.org)



### Purchasing and Contracting Policy

**PURPOSE:** This policy is designed to implement the State Purchasing Statutes and to guide Fire Protection District members in making economical and sound business decisions involving expenditures of Fire Protection District Funds.

**POLICY:** Formal purchasing procedures for local agencies (including Special Districts) are required under the terms of California Government Code, Section 54202. In certain instances, the Board of Directors has imposed additional requirements not found in the State Statutes which shall be followed during the District purchasing process. California law applicable to Fire Protection Districts recognizes six basic types of purchasing categories, each of which is handled somewhat differently. These categories are:

1. Small Purchases.
2. Purchases of construction, special services, goods or services.
3. Contracts with other public agencies.
4. Purchases of special services.
5. Construction purchases (Including Design-Build projects).
6. Great emergencies.

District subcontractors are required to follow their employer's written Illness & Injury Prevention Program. If no such program exists, they are to follow this District's I&IPP program and Code of Safe Practices prior to commencing work.

**INTENT:** Following the District's core value of Fiscal Responsibility, purchases shall be made from time to time as needed, in the most economical quantity lots, in order to provide the District with maximum benefit for minimum expenditures. Quality and reliability of products are also important factors in addition to price which may, on a case-by-case basis, cause rejection of an inferior product offered by a vendor at a reduced price. It is also important to note that Valley Center Fire Protection District's mission as a Public Agency is directly responsible for protection of the safety of the public, which may require purchased items, on an occasional basis, to be "standardized" with existing goods and items in the Valley Center Fire Protection District's current inventory. It is also essential that purchases of all goods, supplies, services and construction items be done by Valley Center Fire Protection District in a fair and open manner that promotes public confidence in the Agency and reinforces the public perception of fairness and equal opportunity for all competing vendors offering their products or service to the District. Consistent with the above guidelines, purchases

### Purchasing and Contracting Policy

should be made from vendors located within the boundaries of Valley Center Fire Protection District when cost, quality and delivery times are equal to or better than competing quotes from distant areas. State law forbids any director or other officer of the District from being interested, directly or indirectly, in any contract awarded or to be awarded by the Board, or in the profits to be derived from it. Purchasing responsibility is often defined as buying materials and services of the right quality, in the right quantity, at the right time, at the right price, from the right source.

#### PROCEDURES

##### I. GENERAL PURCHASING GUIDELINES

- A. **All purchases** must be accompanied by a Purchase Authorization Form (FD010) which must have a Purchase Order Number, to allow Admin to reference the purchase to invoices received. To make the process easier, purchase order numbers may be created 'on the fly', by combining the ordering person's initials (Company Officers or above only) and the date. Here are two examples:
  - a. JAD102820 - Jim Davidson, October 28, 2020
  - b. JBB060421 - Jon Blumeyer, June 4, 2021 - Note that there is a leading 0 on the month and day, and that the middle initial must be used so that Admin can uniquely identify the person and the date.
- B. Quote information shall be retained until completion of the annual audit for the fiscal year in which purchased, or if no audit is conducted, quotes shall be retained until the last day of the fiscal year.
- B. The requirements listed for three (3) quotations (verbal or written) shall not be applicable in those cases where the Board has pre-approved "standardized items" (such as a universally used hose nozzle).
- C. Shipping charges, if any, and applicable taxes, if any, must be included in the total price shown on the requisition form.
- D. Open purchase orders (also called "open orders") shall generally be utilized for the purchase of repetitive need, low-valued items or for the purchase of items (such as lumber) which must be available on short notice twenty four hours per day, seven days per week from commercial sources. Open purchase orders shall not be utilized as a substitute for the normal requisition and purchase order process described in the subparagraphs above. Open purchase orders may be written for a single class of consumable materials, i.e., office supplies, without listing specific, exact descriptions of each item, but not to exceed the authority listed above and cannot span a period of time which includes more than one fiscal year.
- E. Nothing in these small purchase rules shall prevent the Fire Chief, or his/her authorized designee, from obtaining multiple quotations on any dollar value purchase or from bidding Valley Center Fire Protection District requirements valued below legal bid or below quote limits if it is in the best economic interests of Valley Center Fire Protection District to do so. This judgment shall be made in the sole discretion of the Fire Chief or authorized designee.



## Purchasing and Contracting Policy

- F. Purchases made by members using their own personal funds or credit cards shall be reimbursed. For this reimbursement to take place, members **MUST** submit an appropriately authorized Purchase Authorization Form along with a receipt for the items purchased. The form must be completed, signed, and must also contain the purchaser's name, home address, and the words "Purchased using personal funds". Receipts that contain additional items purchased by the member, or incomplete Purchase Authorization forms will not be accepted.

II. **SMALL PURCHASE PROCEDURES.** Small purchases are defined as purchases of any articles at any one time for the aggregate sum of \$25,000 or less. [Public Contract Code Sections 20812, 20813]. The Fire Chief (or his/her designees) may purchase articles which do not exceed the sum of \$25,000 without the necessity of advertising or letting contracts ("bid" process). Requirements for goods, supplies or articles which exceed the sum of \$25,000 in the aggregate shall not be unnecessarily "split" in order to classify as a "small purchase". Although there is no legal requirement to competitively bid small purchases, as defined above, the Board has imposed the following additional procedural requirements on such purchases:

A. Purchases of less than \$500.00.

1. Petty Cash Purchase.
2. Credit Card Purchase.
3. Small Purchase Order.
  - a) Obtain approval from a Company Officer with the Purchase Authorization Form.
  - b) Create a Purchase Order (PO) number.
  - c) Make the purchase
  - d) Obtain and sign the receipt, note what purchase is for.
  - e) Return receipt and copy of the Purchase Authorization Form to Admin.
  - f) Admin will assign purchases against specific budget account line items.
4. Open Purchase Order. A purchase order or "open account" is a vendor specific account which is effective for a specified period of time, not more than annually, and within the same budget year, and is used for items such as office supplies and auto parts.
  - a) Obtain approval from a Company Officer on a purchase authorization form.
  - b) Make the purchase.
  - c) Obtain a receipt, noting what purchase is for on the receipt.
  - d) Return receipt to Admin.
  - e) Admin will assign purchases against specific budget account line items and assign a purchase order number.

Valley Center Fire Station 1  
28234 Lilac Road  
Valley Center, CA 92082

Valley Center Fire Station 2  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082

## Purchasing and Contracting Policy

- B. Purchases between \$500.00 and \$999.99. Purchases for items within this range may be obtained via an open purchase order or small purchase order.

1. Small Purchase Order.

- a) Determine total cost of purchase, including sales tax and shipping fees.
- b) Create a PO Number for the purchase.
- c) Submit a Purchase Authorization form and obtain approval from the Chief Officer having jurisdiction over the budget account to which the purchase will be charged, or the Duty Chief.
- d) Make the purchase
- e) Obtain and sign the receipt (note what the purchase is for.)
- f) Return receipt to Admin.
- g) Admin will assign purchase against specific budget account line item

2. Open Purchase Order.

- a) Determine total cost of purchase, including sales tax and shipping fees.
- b) Obtain approval (using the Purchase Authorization Form) from the Chief Officer having jurisdiction over the budget account to which the purchase will be charged, or the Duty Chief.
- c) Make the purchase.
- d) Sign for purchase.
- e) Obtain a receipt, noting what the purchase is for on the receipt.
- f) Return receipt to Admin.

C. Purchases between \$1000.00 and \$9999.99.

1. Obtain three (3) verbal bids/vendor quotes.
2. Create a PO number for the request.
3. Submit a purchase request with the quotes and a Purchase Authorization form to the Chief Officer having jurisdiction over the budget account to which the purchase will be charged.
4. Submit purchase request and the approved purchase authorization form to Fire Chief for approval.
5. Make the purchase.
6. Return receipt to Admin with copies of request and approved purchase authorization form.
7. Admin will assign purchases against specific budget account line items.

D. Purchases between \$10,000.00 and \$24,999.99.

1. Obtain three (3) written bids/vendor quotes.
2. Create a purchase order number.

Valley Center Fire Station 1  
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## Purchasing and Contracting Policy

3. Submit purchase request and approved Purchase Authorization form to Fire Chief for approval.
4. Make the purchase
5. Return receipt to Admin with copies of request and approved purchase authorization form.
6. Admin will assign the purchase against a specific budget account line item.

III. **PURCHASES OF GOODS, SERVICES, AND CONSTRUCTION VALUED AT MORE THAN \$ 25,000 BUT LESS THAN \$1,000,000.** The purchase of goods, supplies, services, "special services", construction, repairs, and any other items needed by Valley Center Fire Protection District valued in excess of \$25,000.00 per line item is strictly controlled by state statute. These statutes are found in the amended California Public Contract Code (P.C.C.) and are identified as follows: (1) P.C.C. Section 20812: Governs the purchase of special services by a Fire Protection District, (2) P.C.C. Section 20813: Governs the bidding process required by Fire Protection Districts in constructing, repairing or improving buildings and structures. By adoption of these purchasing and contracting procedures, the Board has elected to utilize the purchasing procedures of the above two P.C.C. sections instead of the County purchasing procedures of San Diego County. [This "election" is authorized under P.C.C. Section 20812 (b)]. All items (as described above) required to be bid because of dollar value must be advertised [P.C.C. Section 20812(c)(2) and 20813(b)]. However, the Fire Chief, or his designee, is authorized to make purchases over \$25,000 without quotation or bid if the price is controlled by an official rate-making body such as is the case with electricity, gas and telephone, and the services are provided for in the operating budget. The following will outline the exact steps to execute a request for proposal (RFP) or bid.

- A. **ADVERTISING THE BID.** The first publication or posting of the notice shall be at least ten (10) days before the date of opening the bids. Notice shall be published at least twice, at least five (5) days apart, in a newspaper of general circulation, in the District. The notice shall distinctly state the service to be performed, the goods to be purchased and/or the work to be done. All notices inviting bids shall set a date for the opening of bids, and a deadline for receipt of bid. All competitive bids shall be upon a written schedule prepared by Valley Center Fire Protection District, showing all articles needed by the District and allowing bidders the chance to bid on any article separately (if more than one line item is solicited under cover of a single bid.) This date shall also appear in the published notices.
- B. **BID SPECIFICATIONS.** Vendors may pick up bid specifications from the Administrative Assistant. The bid specification itself is a very precise document, to be observed strictly in all its detail; however, it should not be permitted to freeze quality standards to the detriment of product improvement or to rule out the consideration of new material or methods.

## Purchasing and Contracting Policy

Bid specifications must be developed before advertising the Request for Proposal (RFP). A satisfactory specification must:

1. State exactly what is wanted, clearly, definitely, and completely. This is necessary for the District Officer's own information and guidance in buying and also for passing along the information to the supplier.
2. Provide the means or basis for testing deliveries for conformance with the specification. Without this check on actual deliveries, the specification loses much of its force as a purchasing tool.
3. Avoid nonessential quality restrictions that add to cost and to the difficulty of procurement without adding to utility and value.
4. Avoid definitions that unnecessarily restrict competition.
5. Conform, so far as possible, to established commercial and industrial standards and to company standards for other materials in regular use.

C. **BID ANALYSIS.** After receipt of all bids from interested vendors, it is necessary to analyze the bids to determine:

1. If each bid is in proper legal order and is in accordance with instructions and conditions of the proposal or bid form.
2. If bid security is required, that all bonds, certified or cashier's checks submitted are properly executed.
3. If any bid submitted contains insertions or clauses by the bidder which materially qualifies his bid.
4. If supplies, equipment, construction or services offered are in accordance with bid specifications and conditions.
5. Who are the responsible and responsive bidders.
6. If it is advisable, to consult District legal counsel to assist in evaluating the bid packages.

D. **AWARDING THE BID.** When the bid analysis has been completed, a report or recommendation shall be made to the Board, in the format required by the Fire Chief or his designee, and routed through those District officers the Fire Chief deems appropriate. If no bids are received, the District Board may undertake the service contract without further complying with this section. [P.C.C. Section 20812(c)(3)]. All bids shall be opened by the Fire Chief, or designee, at an hour and place to be stated in the advertisements for proposals, in the presence of all bidders who attend, and the bidders may inspect the bids. If two or more bids are received (for any "category" described above) and these bids are the same and identically low, the District Board may accept the one it chooses.



## Purchasing and Contracting Policy

1. **Special Services.** In the case of contracts for "special services", the District Board may formally award the bid to the lowest responsible, responsive bidder or bidders or the Board may reject any bids. If the District Board rejects all bids, it may either re-advertise or adopt a resolution, by supermajority vote, declaring that the service can be performed more economically by the district's employees or obtained at a lower price in the open market. Upon adoption of the resolution, the District Board may undertake the service contract without further complying with this section.
2. **Construction.** In the case of construction, alteration building or repair contracts, or in the case of contracts for the purchase of supplies and goods, the District Board may formally award the bid to the lowest responsible, responsive bidder or bidders or the Board may, in its discretion, reject any or all bids presented and re-advertise. [P.C.C. Section 20813(c)].

E. **MAKING THE PURCHASE.** Purchase orders for purchases of \$10,000.00 or more (all categories of items) shall be signed by the Fire Chief and a Finance Committee member prior to purchase. Admin will issue the purchase orders. No "change order" or amendment shall be made to a purchase order or contract valued in excess of \$10,000.00 which exceeds 10% of the contract amount or \$10,000.00 whichever is less, without re-advertising and re-bidding the requirement and confirming the amendment by the Board. The District may place orders against existing contracts held by other state agencies or Departments of the State of California to the extent permitted by law. District legal counsel should be consulted before attempting such purchases.

IV. **PURCHASES OF SPECIAL SERVICES.** California Public Contract Code Section 20812(a) contains certain restrictions on "who may provide" and "what may be purchased" as a special service. This Section of the CPCC states, "A District Board may contract for special services. These contracts shall be with persons specially trained, experienced, expert, and competent to perform the special services, such as engineering, architecture, and ambulance or other services which are incidental to the operation of the District." The dollar limits for purchase of "special services" are the same as for goods. Special services valued at \$24,999.99 or less will be purchased as required by the procedures found in Section II, "Small Purchase Orders." Special services valued in excess of \$25,000.00 will be purchased utilizing the procedures in Section III, "Purchases of Goods, Services, and Construction Valued at More than \$25,000."

V. **PURCHASE ORDERS OR CONTRACTS FOR CONSTRUCTION. BUILDING OR ALTERATIONS OF FACILITIES/BUILDINGS.** Construction projects, building repairs or alteration to buildings or facilities done by a Fire Protection District are governed by separate statutes of the California Public Contract Code [P.C.C. Section 20813 and Section 22160]. This statute contains certain additional requirements which shall be followed in addition to the earlier procedures found in Section .

Valley Center Fire Station 1  
28234 Lilac Road  
Valley Center, CA 92082

Valley Center Fire Station 2  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082

## Purchasing and Contracting Policy

A. **SMALL PURCHASES.** Small purchase procedures may be utilized by Valley Center Fire Protection District in purchasing or contracting for repairs, alteration, maintenance or new construction valued at \$10,000.00 or less. There is no difference in these procedures caused by the fact that the small purchase is for construction, repairs, alteration or maintenance.

B. **PURCHASES OVER \$10,000.**

1. **Bid Plans & Specifications.** All bidders shall be afforded an opportunity to examine the bid plans and specifications. The plans and specifications adopted by the Board for this type of contract shall be attached to, and become a part of, the Valley Center Fire Protection District contract with the successful vendor.
2. **Bonding.** The District Board may, subject to the provisions of Chapter 7 (commencing with Section 3247) of Title 15 of Part 4 of Division 3 of the Civil Code, require the posting of those bonds it deems desirable as a condition to the filing of a bid or the letting of a contract. [P.C.C. Section 20813(e)]. The Board shall make this bonding decision on a case-by-case basis and all notices and bid packages shall clearly identify whether bonds are required for a particular bid, and if so required, in what amount.
3. **Cost Records.** Cost records of the work shall be kept in the manner provided in Chapter 1 (commencing with Section 4000) of Division 5 of Title 1 of the Government Code. [P.C.C. Section 20813(f)].
4. **Bidder's Security for Construction.** If called for by the Board, all bids for construction work shall be presented under sealed cover and shall be accompanied by one of the following forms of bidder's security:
  - a) Cash.
  - b) A cashier's check made payable to the District.
  - c) A certified check made payable to the District.
  - d) A bidder's bond executed by an admitted surety insurer, made payable to the District.
  - e) Upon an award to the lowest bidder, the security of an unsuccessful bidder shall be returned in a reasonable period of time, but in no event shall that security be held by the District beyond 60 days from the time the award is made.

C. **PROJECTS IN EXCESS OF ONE MILLION DOLLARS (\$1,000,000)**

1. Projects in excess of one million dollars (\$1,000,000) in value shall fall under the design-build method of project delivery, as governed by P.C.C Section 22160.

Valley Center Fire Station 1  
28234 Lilac Road  
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Valley Center Fire Station 2  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082



## Purchasing and Contracting Policy

2. Organizational conflict-of-interest policy [P.C.C. Section 22162]:  
With the exception of a design-build contract for a public project, no person with whom the District has contracted to prepare or assist in the preparation of bid or proposal documents is eligible to submit a bid or proposal for the provision of the goods or the performance of the services so specified in the notice inviting bids or proposals.

VI. **EMERGENCIES** The California Public Contract Code authorizes Fire Protection Districts to utilize special purchasing procedures when emergencies exist. During emergencies, the below procedures shall be utilized instead of the rules found in Section III when purchasing special services or construction work. There are two different statutes which allow expedited procedures when purchasing "special services" or "construction" during the emergency. These statutes are listed verbatim as follows:

- A. Special Services. In the case of an emergency, the District Board may adopt a resolution by a supermajority vote of all the members of the District Board declaring that the public interest and necessity demand immediate expenditure of public money for special services in order to safeguard life, health, or property. The Board may expend any sum for special services as may be required in the emergency without submitting the expenditure to bid. [P.C.C. Section 20812(c) (5)].
- B. Construction. In the case of an emergency, the District Board may adopt a resolution by a supermajority vote of all the members of the District Board declaring that the public interest and necessity demand immediate expenditure of public money to safeguard life, health, or property. The District Board may expend any sum required in the emergency for the construction or completion of any building structure or improvement without submitting the expenditure to bid. [P.C.C. Section 20813(d)]

VII. **MISCELLANEOUS ADMINISTRATIVE PROCEDURES TO BE FOLLOWED IN THE PURCHASING AND CONTRACTING PROCESS.**

- A. Non-Budgeted Items: All purchases for items not in the budget will require full Board Approval prior to purchase. Submit documentation as outlined in the above paragraphs.
- B. Receipt of Materials. All packing slips and receipts received with merchandise shall be routed to Admin. Any discrepancies in orders shall be handled by the person ordering the merchandise. Payment will not be made without verification that merchandise has been received. Payment to vendors cannot be made until a valid purchase order is matched to a reconciled packing list and an invoice is received from the vendor.

## Purchasing and Contracting Policy

- C. Surplus Property/Equipment. When it has been determined by the Fire Chief that equipment is no longer appropriate because of capability, size, age, etc., to fulfill the District's mission or if a particular piece of equipment is more costly to maintain than to replace, the item may be disposed of through appropriate government agency online auctions (such as GovDeals). Should property become surplus through obsolescence or through a change in operating methodology, the excess property should first be offered to other Districts on a bid basis. Should no other District submit a proposal, the excess equipment may be disposed of through online auction.
- D. Vendors. A copy of these purchasing procedures shall be made available to vendors who deal on a regular basis with the District and to others upon request.



## Purchasing and Contracting Policy

### VIII. CREDIT CARD POLICY

- A. **PURPOSE:** To establish guidelines and procedures for the use of District issued credit cards.
- B. **POLICY:** Credit cards shall be issued to the Fire Chief and his/her designees as needed. Credit cards shall only be used to make purchases when the normal accounting procedures previously established by the District will not be accepted by a vendor, or the employee is in a position where he/she cannot access the normal purchasing procedures.
- C. **INTENT:** Credit Card purchases are important for certain members to maintain the operation of the Fire District. The ability to make such purchases, sometimes outside of normal working hours can be critical for operations. This policy is intended to provide guidelines for the use of and outline the procedures for processing of credit card transactions.
- D. **PROCEDURE:**
  1. **AVAILABILITY.** Credit cards shall be issued to the Fire Chief and his/her designees as appropriate. It is the responsibility of each person assigned a credit card to ensure that it is secured and to have it available with them while at work at all times. The credit card may be issued to another employee for District business upon approval of the Fire Chief.
  2. **LOST/STOLEN CARDS.** If the credit card is lost or stolen, it is to be reported to Admin immediately. Admin shall contact the appropriate credit card carrier to report the card lost and freeze future purchases. If the card cannot be located, the account should be closed and a new card shall be requested. Do not pay such an account until all purchases have been verified.
  3. **CREDIT CARD ACCOUNTS.** Credit and fuel card accounts are opened as a government account and put in the name of the Valley Center Fire Protection District. The Fire Chief shall be listed as the responsible party if so requested by the credit card company. Only District personnel who have been issued a credit card shall be vested with the authority to utilize that card, and the Fire Chief shall be authorized to request emergency credit limit increases.
  4. **CREDIT LIMITS.** General credit cards shall have a credit limit of \$5,000.00; fuel cards \$4,000.00 or as specified by the credit card company. Fuel cards also have a daily spending limit.
  5. **RECEIPTS.** Purchases shall be submitted to Admin on an signed and authorized Purchase Authorization form, including all receipts. Receipts shall be obtained for each purchase. The Purchase Authorization form shall clearly state "Credit Card Purchase", and include last 4 numbers of the account #, if the requestor has multiple credit cards.

Valley Center Fire Station 1  
28234 Lilac Road  
Valley Center, CA 92082

Valley Center Fire Station 2  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082

## Purchasing and Contracting Policy

6. **ACCOUNT PAYMENT.** Balances for credit purchases shall be paid in full each month to ensure the availability of the full credit amount. Each purchase shall be assigned to the appropriate budget account line item. Employees who have made personal credit card purchases on behalf of the District shall be reimbursed as soon as reasonably possible.

Valley Center Fire Station 1  
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Valley Center Fire Station 2  
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# VALLEY CENTER FIRE PROTECTION DISTRICT

## Purchase Authorization

**This form must be completed and approved per VCFPD Policy before any purchase is made.**

Purchase Order Number: \_\_\_\_\_

Account	Date of Purchase	Vendor	Item Description	Total Amount
<b>Total:</b>				

☐ Check here if this is a Credit Card purchase. Last four digits of Card Number: \_\_\_\_\_

Requested by: \_\_\_\_\_ (Print Name): \_\_\_\_\_ (Date Requested): \_\_\_\_\_

Approved by: (Signature): \_\_\_\_\_ (Date Approved): \_\_\_\_\_  
Company Officer / Chief Officer / Fire Chief

Approved by: \_\_\_\_\_ (Signature): \_\_\_\_\_ (Date Approved): \_\_\_\_\_  
Fire Chief (If over \$5000)

If these items were purchased using personal funds and this is a request for reimbursement, please check here ☐ and fill out your name and address below.

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

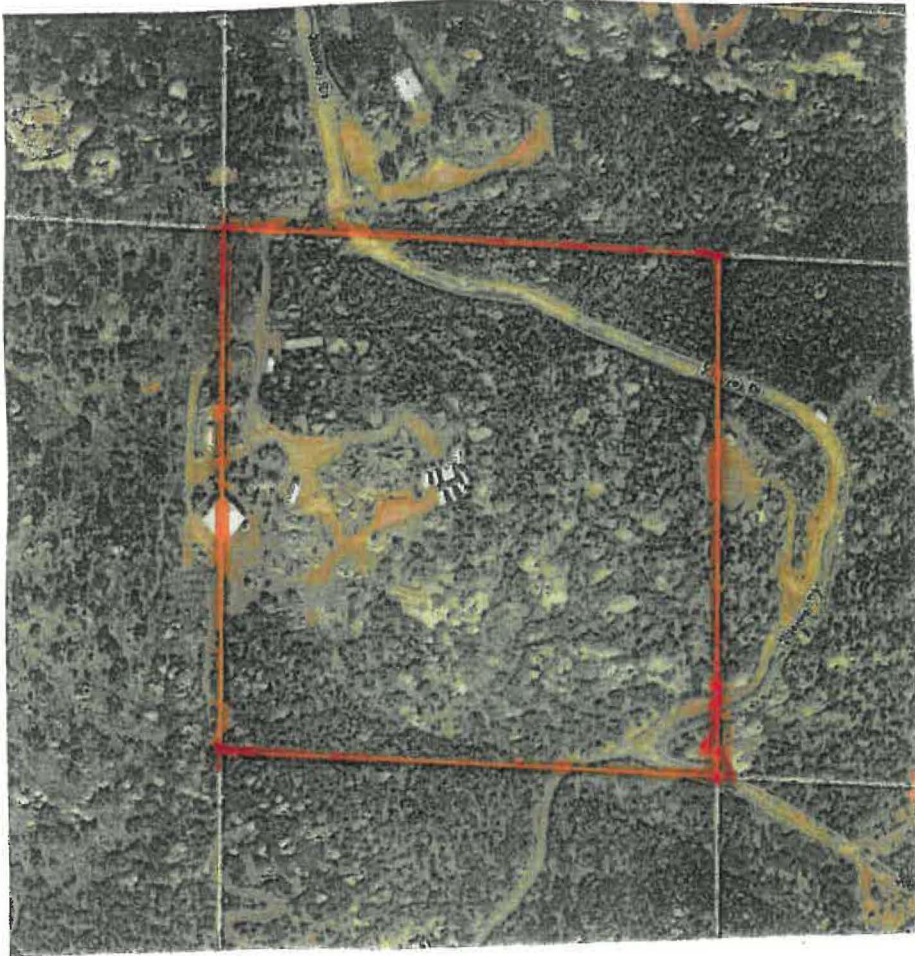


RESOLUTION 2022-10

CFD 2008-1 – PUBLIC HEARING

KIAVO DR

190-160-23-00



**VALLEY CENTER FIRE PROTECTION DISTRICT**

Administrative Office & Fire Prevention Bureau  
28234 Lilac Road  
Valley Center, CA 92082  
Tel: 760-751-7600 Fax: 760-749-3892

**RESOLUTION NO. 2022-10**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE VALLEY CENTER FIRE PROTECTION DISTRICT**

**WHEREAS**, the annexation of described territory to the Community Facilities District 2008-01 (the "CFD") was submitted to a vote by the landowner of the real property located within the jurisdictional boundaries of the CFD on January 27, 2022; and

**WHEREAS**, ten (10) votes (1 vote per acre) was cast by a proper mail ballot in favor of the levy of special taxes within the described territory of the CFD; and

**WHEREAS**, a sufficient number of votes were cast in favor of levying special taxes within the CFD;

**NOW, THEREFORE, BE IT RESOLVED** that  
The results of the election as sufficient to levy special taxes within the CFD are hereby certified.

**PASSED, APPROVED, AND ADOPTED** by the Board of Directors of the Valley Center Fire Protection District, at a scheduled Special Board Meeting thereof, this 17<sup>th</sup> day of February, 2022 by a unanimous vote.

\_\_\_\_\_  
Secretary  
Board of Directors

Fire Station #72  
28234 Lilac Road  
Valley Center, CA 92082

Fire Station #73  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082



Resolution No. 2022-11  
Meeting Date: February 17, 2022

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

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

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

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

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

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

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

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

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

1. The District shall participate in the County's FMF Program for Fiscal Year 2022-2023 and agrees to comply with all applicable requirements of the County's FMF Ordinance and the Mitigation Fee Act.
2. The District requests that the County collect 100 percent of the FMF ceiling on the District's behalf from applicants for building permits within the District's boundaries. The percent of the ceiling fee is equal to or less than the Facilities needs caused by new development.

Resolution No. 2022-11  
Meeting Date: February 17, 2022

3. Except as otherwise provided in the County Code or state law, all FMF revenue shall be used only to expand the availability of Facilities to serve new development within the District's boundaries. FMF revenue shall not be used to address existing deficiencies, but may be used in response to increased demand reasonably related to the new development to refurbish existing facilities to maintain an existing level of service or achieve an adopted level of service.
4. The District shall deposit all FMF revenue received from the County and all interest subsequently accrued by the District on these funds in a separate account to be known as the "San Diego County Fire Mitigation Fee."
5. The District shall defend, indemnify, and hold harmless the County, its officers, officials, employees, agents, and volunteers, from and against any and all demands, claims, actions, litigation, or other proceedings, liability, damages, and costs (including, but not limited to, attorney fees) that are based in whole or in part upon the levy, imposition, collection, or payment of FMF, or the denial of a permit until the FMF is paid, excepting only matters that are based upon the County's gross negligence or willful misconduct.
6. The District shall make its records justifying the basis for the FMF amount available to the public on request.

BE IT FURTHER RESOLVED that this Resolution supersedes Resolution No. 2021-11 adopted March 18, 2021 to participate in the FMF program.

PASSED AND ADOPTED by the Board of Directors of the Valley Center Fire Protection District, County of San Diego, State of California, on this 17<sup>th</sup> day of February, 2021 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:  
RECUSED:

Phil Bell, President

ATTEST:

Regina Roberts, Secretary







RESOLUTION 2022-14

CFD 2008-1 – ANNEXATION

EAGLES NOEL

133-324-38,44,47,48,49





**RESOLUTION NO. 2022-14**  
**A RESOLUTION OF INTENTION**  
**OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER FIRE PROTECTION DISTRICT**  
**TO ANNEX TERRITORY TO COMMUNITY FACILITIES DISTRICT NO. 2008-1**  
**AND TO AUTHORIZE THE LEVY OF SPECIAL TAXES THEREIN**

WHEREAS, under the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at section 53311 of the California Government Code, the Board of Directors (the "Board") of the Valley Center Fire Protection District (the "District") has conducted proceedings to establish Community Facilities District No. 2008-1 (the "CFD"), and

WHEREAS, the Board is the legislative body for the CFD and is empowered with the authority to annex territory to the CFD and now desires to undertake proceedings to annex territory to the CFD, and

WHEREAS, a petition requesting institution proceedings to annex territory to Community Facilities District No.2008-1 District has been received from landowners owning not less than 10% of the proposed land to be annexed to the CFD, and

WHEREAS, the petition dated February 17, 2022 has been found to meet the requirements of Government Code section 53319, and

WHEREAS, this Board, having received indications of interest from the owner of the areas of land proposed to be annexed to the CFD, now desires to proceed with the annexation to the CFD in order to finance the balance of the costs of certain public services and facilities necessary or incident to development in the CSD.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Valley Center Fire Protection District as follows:

1. This Board hereby finds and determines that public convenience and necessity require that territory be added to the CFD be formed and that the Board is authorized to conduct proceedings for the annexation of territory to the CFD pursuant to the Act.
2. The name of the existing CFD is "Community Facilities District No. 2008-1."
3. The territory included in the existing CFD is as shown on the map thereof filed in Book 42 of Maps of Assessment and Community Facilities Districts at Page 27 in the office of the County Recorder, County of San Diego, State of California to which map reference is hereby made for further particulars. The territory now proposed to be annexed to the CFD is as shown on Annexation Map No.2 to the CFD on file with the Clerk of the Board, the boundaries of which territory are hereby preliminarily approved and which map is incorporated in full herein by reference. The Clerk of the Board is hereby directed to record, or cause to be recorded, said map showing the territory to be annexed to the CFD in the office of the County Recorder of the County of San Diego within fifteen days of the date of adoption of this Resolution.



4. The types of services financed by the CFD and pursuant to the Act consist of those services (the "Services") described in Exhibit A to Resolution 2008-09, adopted by the Board on May 29, 2008 (the "Resolution of Formation"). It is presently intended that the Services will be shared, without preference or priority, by the existing territory in the CFD and the territory proposed to be annexed to the CFD.

5. Except to the extent that the funds are otherwise available to the CFD to pay for the Services, a special tax sufficient to pay the costs thereof is intended to be levied annually within the CFD and collected in the same manner and at the same time as ordinary *ad valorem* property taxes. The proposed rate and method of apportionment of the special tax among the parcels of real property within the CFD, as now in existence and following the annexation proposed herein, in sufficient detail to allow each landowner within the territory proposed to be annexed to the CFD to estimate the maximum amount such owner will have to pay are described in detail in Exhibit A attached to the Resolution of Formation, which by this reference is incorporated herein.

6. The Board shall hold a public hearing (the "Hearing") on the annexation of territory to the CFD and the proposed Rate and Method of Apportionment at 6 p.m., or as soon thereafter as practicable, on April 21, 2022, at the Valley Center Municipal Water District, at 29300 Valley Center Road, Valley Center, California. At the hearing, the Board will consider and finally determine whether the public interest, convenience and necessity require the annexation of territory to the CFD. Should the Board determine to annex territory to the CFD, a special election will be held to authorize the levy of the special tax in accordance with the procedures contained in Government Code section 53326. If held, the proposed voting procedure at the election is expected to be a landowner vote with each landowner of record as of the close of the Hearing having one vote for each acre of land or portion thereof owned within the territory to be annexed to the CFD. Ballots for the special election may be distributed by mail or by personal service. At the time and place set forth above for the Hearing, any interested person, including all persons owning lands or registered to vote within the proposed CFD, may appear and be heard.

7. The District may accept advances of funds or work-in-kind from any source, including, but not limited to, private persons or private entities, for any authorized purpose, including, but not limited to, paying any cost incurred by the District in the annexation of territory to the CFD. The District may enter into an agreement with the person or entity advancing the funds or work-in-kind, to repay all or a portion of the funds advanced, or to reimburse the person or entity for the value, or cost, whichever is less, of the work-in-kind, as determined by this Board, with or without interest.

8. The District Secretary is hereby directed to cause notice of the public hearing to be given by publication one time in a newspaper published in the area of the CFD. The publication shall be completed at least seven days before the date of the public hearing in Section 6. The Secretary shall also cause notice of the hearing to be given to each property owner within the CFD by first class mail, postage prepaid, to each such owner's addresses as it appears on the most recent tax records of the District or as otherwise known to the Secretary to be correct. Such mailed notice shall be completed not less than fifteen days before the date of the public hearing. Each of the notices shall be substantially in the form specified in section 53322 of the Act, with the form summarizing the provisions hereof hereby specifically approved.

9. Except as may otherwise be provided by law or by the rate and method of apportionment of the special tax for the CFD, all lands owned by any public entity, including the United States, the State of California and/or the District, or any departments or political subdivisions thereof, shall be omitted from the levy of the Special Tax to be made to cover the costs and expenses of the



Services and the CFD. In the event that a portion of the property within the CFD shall become for any reason exempt, wholly or in part, from the levy of the special tax, this Board will, on behalf of the CFD, increase the levy to the extent necessary upon the remaining property within the CFD that is not exempt in order to yield the required revenues to pay for the Services and other annual expenses of the CFD, if any, subject to the provisions of the rate and method of apportionment of the special tax.

10. The officers, employees and agents of the District are hereby authorized and directed to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution.

PASSED AND ADOPTED by the Board of Directors of the Valley Center Fire Protection District on the 17<sup>th</sup> day of March, 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

\_\_\_\_\_  
President, Board of Directors

\_\_\_\_\_  
Secretary, Board of Directors

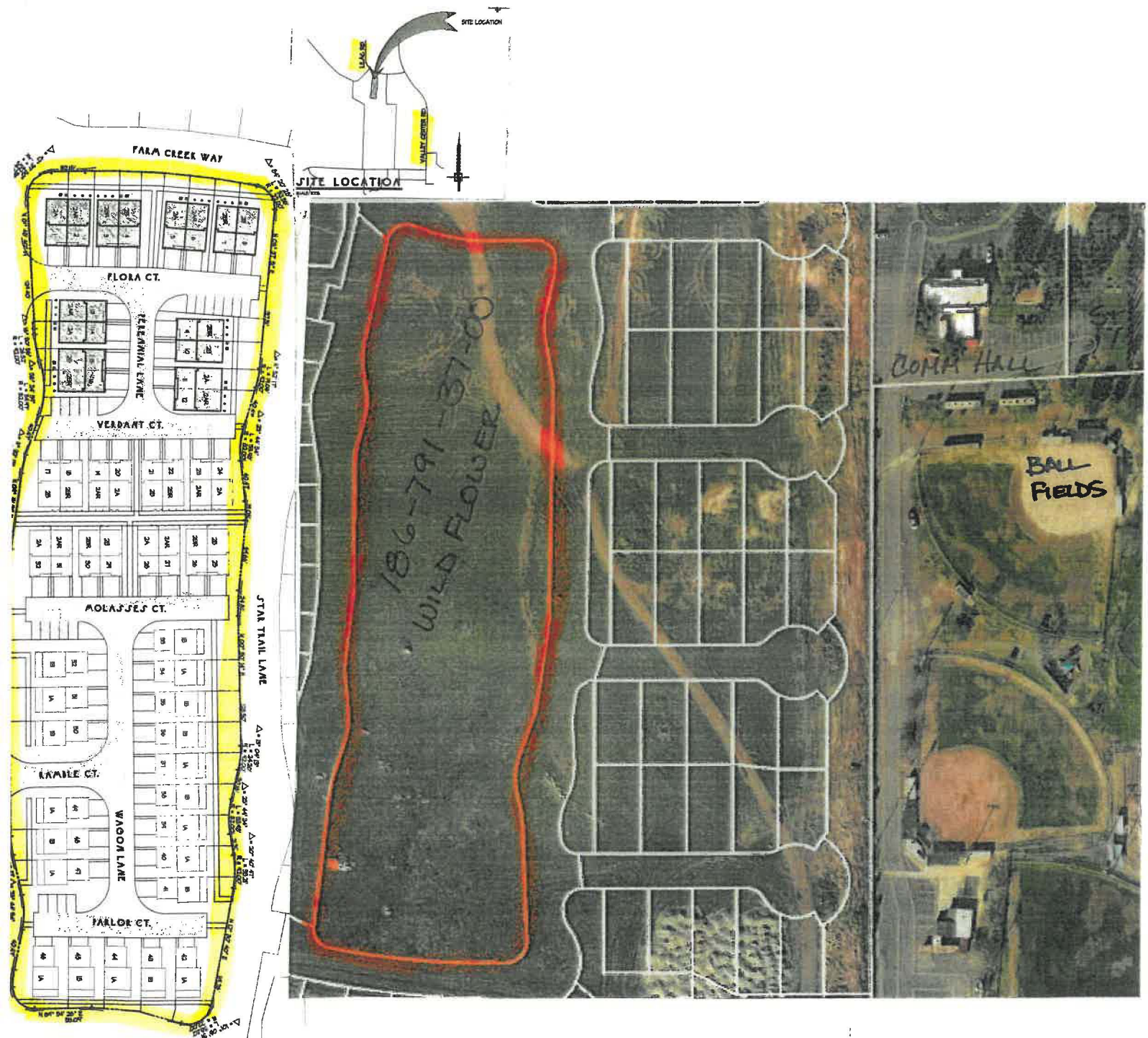


RESOLUTION 2022-15

CFD 2008-1 – ANNEXATION

WILDFLOWER – PARK CIRCLE

186-791-37-00





**RESOLUTION NO. 2022-15**  
**A RESOLUTION OF INTENTION**  
**OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER FIRE PROTECTION DISTRICT**  
**TO ANNEX TERRITORY TO COMMUNITY FACILITIES DISTRICT NO. 2008-1**  
**AND TO AUTHORIZE THE LEVY OF SPECIAL TAXES THEREIN**

WHEREAS, under the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at section 53311 of the California Government Code, the Board of Directors (the "Board") of the Valley Center Fire Protection District (the "District") has conducted proceedings to establish Community Facilities District No. 2008-1 (the "CFD"), and

WHEREAS, the Board is the legislative body for the CFD and is empowered with the authority to annex territory to the CFD and now desires to undertake proceedings to annex territory to the CFD, and

WHEREAS, a petition requesting institution proceedings to annex territory to Community Facilities District No.2008-1 District has been received from landowners owning not less than 10% of the proposed land to be annexed to the CFD; and

WHEREAS, the petition dated March 9, 2022 has been found to meet the requirements of Government Code section 53319, and

WHEREAS, this Board, having received indications of interest from the owner of the areas of land proposed to be annexed to the CFD, now desires to proceed with the annexation to the CFD in order to finance the balance of the costs of certain public services and facilities necessary or incident to development in the CSD.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Valley Center Fire Protection District as follows:

1. This Board hereby finds and determines that public convenience and necessity require that territory be added to the CFD be formed and that the Board is authorized to conduct proceedings for the annexation of territory to the CFD pursuant to the Act.
2. The name of the existing CFD is "Community Facilities District No. 2008-1."
3. The territory included in the existing CFD is as shown on the map thereof filed in Book 42 of Maps of Assessment and Community Facilities Districts at Page 27 in the office of the County Recorder, County of San Diego, State of California to which map reference is hereby made for further particulars. The territory now proposed to be annexed to the CFD is as shown on Annexation Map No.2 to the CFD on file with the Clerk of the Board, the boundaries of which territory are hereby preliminarily approved and which map is incorporated in full herein by reference. The Clerk of the Board is hereby directed to record, or cause to be recorded, said map showing the territory to be annexed to the CFD in the office of the County Recorder of the County of San Diego within fifteen days of the date of adoption of this Resolution.



4. The types of services financed by the CFD and pursuant to the Act consist of those services (the "Services") described in Exhibit A to Resolution 2008-09, adopted by the Board on May 29, 2008 (the "Resolution of Formation"). It is presently intended that the Services will be shared, without preference or priority, by the existing territory in the CFD and the territory proposed to be annexed to the CFD.

5. Except to the extent that the funds are otherwise available to the CFD to pay for the Services, a special tax sufficient to pay the costs thereof is intended to be levied annually within the CFD and collected in the same manner and at the same time as ordinary *ad valorem* property taxes. The proposed rate and method of apportionment of the special tax among the parcels of real property within the CFD, as now in existence and following the annexation proposed herein, in sufficient detail to allow each landowner within the territory proposed to be annexed to the CFD to estimate the maximum amount such owner will have to pay are described in detail in Exhibit A attached to the Resolution of Formation, which by this reference is incorporated herein.

6. The Board shall hold a public hearing (the "Hearing") on the annexation of territory to the CFD and the proposed Rate and Method of Apportionment at 6 p.m., or as soon thereafter as practicable, on April 21, 2022, at the Valley Center Municipal Water District, at 29300 Valley Center Road, Valley Center, California. At the hearing, the Board will consider and finally determine whether the public interest, convenience and necessity require the annexation of territory to the CFD. Should the Board determine to annex territory to the CFD, a special election will be held to authorize the levy of the special tax in accordance with the procedures contained in Government Code section 53326. If held, the proposed voting procedure at the election is expected to be a landowner vote with each landowner of record as of the close of the Hearing having one vote for each acre of land or portion thereof owned within the territory to be annexed to the CFD. Ballots for the special election may be distributed by mail or by personal service. At the time and place set forth above for the Hearing, any interested person, including all persons owning lands or registered to vote within the proposed CFD, may appear and be heard.

7. The District may accept advances of funds or work-in-kind from any source, including, but not limited to, private persons or private entities, for any authorized purpose, including, but not limited to, paying any cost incurred by the District in the annexation of territory to the CFD. The District may enter into an agreement with the person or entity advancing the funds or work-in-kind, to repay all or a portion of the funds advanced, or to reimburse the person or entity for the value, or cost, whichever is less, of the work-in-kind, as determined by this Board, with or without interest.

8. The District Secretary is hereby directed to cause notice of the public hearing to be given by publication one time in a newspaper published in the area of the CFD. The publication shall be completed at least seven days before the date of the public hearing in Section 6. The Secretary shall also cause notice of the hearing to be given to each property owner within the CFD by first class mail, postage prepaid, to each such owner's addresses as it appears on the most recent tax records of the District or as otherwise known to the Secretary to be correct. Such mailed notice shall be completed not less than fifteen days before the date of the public hearing. Each of the notices shall be substantially in the form specified in section 53322 of the Act, with the form summarizing the provisions hereof hereby specifically approved.

9. Except as may otherwise be provided by law or by the rate and method of apportionment of the special tax for the CFD, all lands owned by any public entity, including the United States, the State of California and/or the District, or any departments or political subdivisions thereof, shall be omitted from the levy of the Special Tax to be made to cover the costs and expenses of the



Services and the CFD. In the event that a portion of the property within the CFD shall become for any reason exempt, wholly or in part, from the levy of the special tax, this Board will, on behalf of the CFD, increase the levy to the extent necessary upon the remaining property within the CFD that is not exempt in order to yield the required revenues to pay for the Services and other annual expenses of the CFD, if any, subject to the provisions of the rate and method of apportionment of the special tax.

10. The officers, employees and agents of the District are hereby authorized and directed to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution.

PASSED AND ADOPTED by the Board of Directors of the Valley Center Fire Protection District on the 17<sup>th</sup> day of March, 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

\_\_\_\_\_  
President, Board of Directors

\_\_\_\_\_  
Secretary, Board of Directors



## **STAFF REPORTS**

**BOARD OF DIRECTORS' PACKET**  
**VALLEY CENTER FIRE PROTECTION DISTRICT**





## VALLEY CENTER FIRE PROTECTION DISTRICT

28234 Lilac Road, Valley Center, CA 92082  
(760) 751-7600 Fax (760) 749-3892  
Website: [vcfpd.org](http://vcfpd.org)



March 17, 2022



### Fire Chief's Report Valley Center Fire Protection District Board

1. The Valley Center Fire Department had another busy month with Emergency Incidents, Public Demo at Park Circle, Training, Facilities Projects and Division Chief Interviews.
2. ALS Program: Medic CE: Abdominal A&P, Patho, Diseases and Treatment
3. Operational Area Update: Hospital Diversion
4. Local and Regional Training: Gas Monitors, Confined Space Incidents, Policy Review, Wildland Wednesdays.
5. Cal Fire Valley Center Battalion: Station 71 is staffed with 1 Type 6 Patrol 2 personnel.
6. Law Enforcement / Fire / Tribal Interagency Operations: Pump Pod, Public Safety Demos, Evacuation Planning
7. Fire Station 3 Development: Grading Plan Preliminary Processes
8. Spartan Type 1 Wildland Urban Interface Fire Apparatus
9. ISO Update: Surveys and Stats are being conducted with Valley Center Fire, Valley Center Municipal Water and North Comm.
10. Board of Supervisor Educational Meetings: Supervisor Vargas Completed, Supervisor Nathan Fletcher is next.

Valley Center Fire Station 1  
28234 Lilac Road  
Valley Center, CA 92082

Valley Center Fire Station 2  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082



## VCFPD OPERATIONAL REPORT: February 2022

### Monthly Incident Data:

	VCFPD Station 1 E161	VCFPD Station 2 E162	VCFPD Station 2 OES WT	VCFPD Station 2 RS162	VCFPD Admin Command	VCFPD Admin Prevention	Auto Aid Received	Auto Aid Given	Total Incidents	Turnout Time	Travel Time	Response Time
	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total VCFPD Incidents	90 <sup>th</sup> Percentile	90 <sup>th</sup> Percentile	90 <sup>th</sup> Percentile
JAN	99	45	3	71	7	1	44	35	174	0:02:14	0:09:42	0:11:18
FEB	94	50	2	83	6	2	31	32	177	0:2:02	0:14:10	0:15:07
MAR												
APR												
MAY												
JUN												
JUL												
AUG												
SEP												
OCT												
NOV												
DEC												
Last Month Incidents	99	45	3	71	7	1	44	35	174	0:02:14	0:09:42	0:11:18
2021 Year End Total	1209	535	41	801	86	25	604	358	2138	0:02:19	0:14:08	0:15:56
2022 Year to Date	193	95	5	154	13	3	75	67	351	0:2:13	0:13:43	0:14:44
YTD % Change												
Concurrent Incidents	Total Incidents	Two Concurrent Incidents	Three Concurrent Incidents	Four Concurrent Incidents	Five Concurrent Incidents	Two Concurrent Incidents	Three Concurrent Incidents	Four Concurrent Incidents	Five Concurrent Incidents			
	177	47	12	2	1	26.55%	6.78%	1.13%	.56%			
Mercy USA	Mercy Medic 11	Mercy Medic 52	Mercy Medic 70	Mercy Medic 71	Mercy Medic 75			Total Unit Responses	Total Unit Transports	90th Percentile Turnout	90th Percentile Travel	90th Percentile Response
Ambulance Responses	21	0	17	63	8			109	94	0:03:38	0:18:54	0:20:57

### Firefighters in the program: 25

- Firefighter Driver Operators: 0
- Firefighter Paramedics: 14
- Firefighter EMTs: 11
- Fire Explorers: 10

### Apparatus and Equipment:

#### **Station 1:**

- E-161 – In Service
- C-1601 - In Service
- C-1602 - In Service
- P-1650 - In Service

E-169 – In Reserve

C-1603 – In Reserve

CP-1616 - In Service

#### **Station 2:**

- E-162 – In Service

E-168 – In Reserve

Valley Center Fire Station 1  
28234 Lilac Road  
Valley Center, CA 92082

Valley Center Fire Station 2  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082



- RS-162 – In Service

OES WT62 - In Service

**Special Training and Future Community Events:**

- Planning Group Evacuation Sub-Committee Meeting: March 24, 2022 on Zoom 6:30pm
- Valley Center Fire Safe Council / Urban Corps Vegetation Management Project
- March 2022: ISO In Progress
- March 8, Rodeo Meeting: Emergency Plan Update
- March 17, 2022: Erickson-Hall Contract Presentation / Robin Biglione Construction Management
- April 25, 26, 27, 2022: County Wildland Drill
- April 30, 2022: Firefighters Sweethearts Ball and Charity Gala - Escondido Center for the Performing Arts
- May 2022: Annual Wildland Symposium (TBD)
- May 27, 28, 2022: Western Days Rodeo
- June 2,3,4, 2022: Western Days Chili Cookoff and Parade
- September 2022: Community Based Strategic Plan Update

**Legislative / Political Updates:**

Tax Apportionment Education Meetings: Supervisor Nathan Fletcher

**Grants/Awards FY-20-21:**

- Safer Grant Application 2022: in process
- Health and Safety Grant 2022: in process
- SHSGP: 2021 Grant Application: \$14,150 Awarded: 3/01/2022
- State COVID Funds Awarded: \$67,412
- County COVID Funds Awarded: \$179,000
- FEMA COVID Funds Awarded: TBD

**Significant Incidents/Station Activities:**

- Rescue / Motorcycle Traffic Collision: 28241 N. Lake Wohlford Road
- Rescue Traffic Collision: Lilac and Via Piedra
- A/R Vegetation Fire: Deer Springs
- Rescue Traffic Collision: 30018 Valley Center Road
- Gun Shot Wound: Lilac Road

**Trauma Intervention Program (TIP):**

- 1 TIP response for the month of February 2022 to Valley Center.



Josef G. Napier - Fire Chief, Valley Center Fire Protection District

Valley Center Fire Station 1  
28234 Lilac Road  
Valley Center, CA 92082

Valley Center Fire Station 2  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082





## Community Risk Reduction Division Fire Marshal's Report

February 2022

Significant Events since last report:

- 23 Hydro Inspections and 31 Finals in Park Circle
- Guejito Dairy condemnation will complete in March

Business of Prevention in February:

Item Name	Units
4.1 Special Events - Yearly Permit	1
4.1 Special Events	1
4.16 Other Services Not Listed (Per Hour)	1
4.3 Business License Inspection/Reinspection (Engine Company Inspection)	1
2.2.3 Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (includes 2 inspections)	6
2.1.1 New Residential or Remodel Plan Review (Any type, includes inspections)	22
2.1.3 Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (includes 2 inspections)	31
2.3.1 Room Addition or < 50% Remodel w/o Sprinklers Plan Review	1
2.3.2 Accessory Dwelling Unit Plan Review (Includes 2 Inspections)	1
2.3.4 Barns and Outbuildings (500 sq ft and over and under 4,000 sq ft)	2



# Park Circle / Orchard Run Development Status Report

03/09/2022

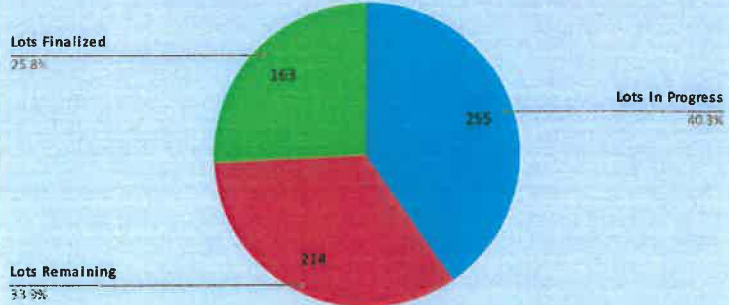
Total Lots in Project	632
Lots Sold to Developers	632
Lots Unsold	0
Lots In Progress	255
Lots Remaining	214
Lots Finalized	163
Mitigation Total	\$1,038,516.68
Mitigation Remaining	\$359,459.06
Mitigation Complete	\$679,057.62
Plan Check Total	\$376,040.00
Plan Check Remaining	\$127,330.00
Plan Check Complete	\$248,710.00

Park Circle/Orchard Run Lots



Inspections Remaining			
Hydrostatic Remaining:			401
Finals Remaining:			469
Total inspections remaining:			870
Plan Reviews and Inspections			
Month	Plan Chk	Hydro	Final
December 2020	11	3	0
January 2021	3	3	3
February 2021	16	0	0
March 2021	45	5	0
April 2021	0	9	3
May 2021	61	2	8
June 2021	19	8	6
July 2021	21	30	0
August 2021	63	15	19
September 2021	21	21	12
October 2021	36	28	4
November 2021	0	32	26
December 2021	68	25	32
January 2022	14	24	10
February 2022	21	23	31
March 2022	13	3	9
April 2022	0	0	0
May 2022	0	0	0
June 2022	0	0	0
July 2022	0	0	0
August 2022	0	0	0
September 2022	0	0	0
October 2022	0	0	0
November 2022	0	0	0
December 2022	0	0	0
January 2023			
Totals	412	231	163

Park Circle/Orchard Run Lots in Development



Park Circle/Orchard Run Mitigation Totals



Park Circle/Orchard Run Plan Check Fees





## Park Circle Development - Summer (Shea Homes)

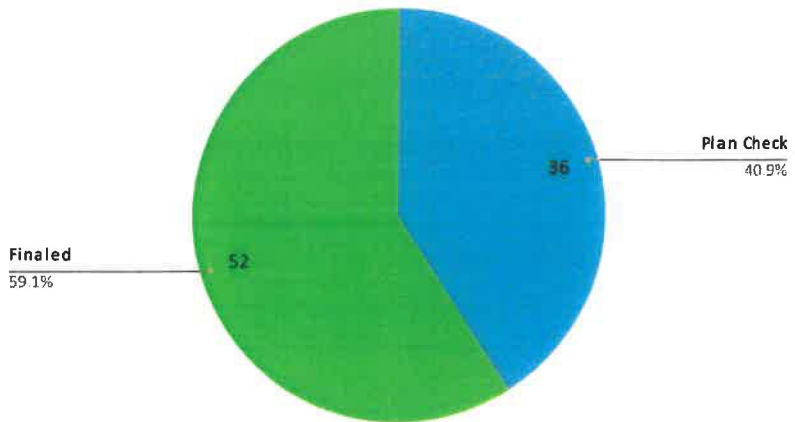
Mirar De Valle / VC Road

Date: 03/09/2022	
Total Lots:	88
Plan Check Complete:	36
Lots Remaining	0
Finaled	52
Mitigation Total:	\$120,778.62
Mitigation Remaining:	\$0.00
Mitigation Complete:	\$120,778.62
Plan Check Total:	\$52,360.00
Plan Check Remaining:	\$0.00
Plan Check Complete:	\$52,360.00

Inspections Remaining	
Hydros Remaining:	19
Finals Remaining:	36
Total:	55

Plan Reviews and Inspections			
Month	Plan Chk	Hydro	Final
December 2020	0	0	0
January 2021	0	3	0
February 2021	16	0	0
March 2021	31	0	0
April 2021	0	0	3
May 2021	0	2	0
June 2021	0	8	0
July 2021	0	11	0
August 2021	33	10	8
September 2021	5	7	0
October 2021	0	9	0
November 2021	0	9	8
December 2021	0	7	25
January 2022	0	0	2
February 2022	0	0	6
March 2022	0	3	0
April 2022	0	0	0
Totals	85	69	52

### Shea Lots



### Shea Mitigation Totals



### Shea Plan Check Fees



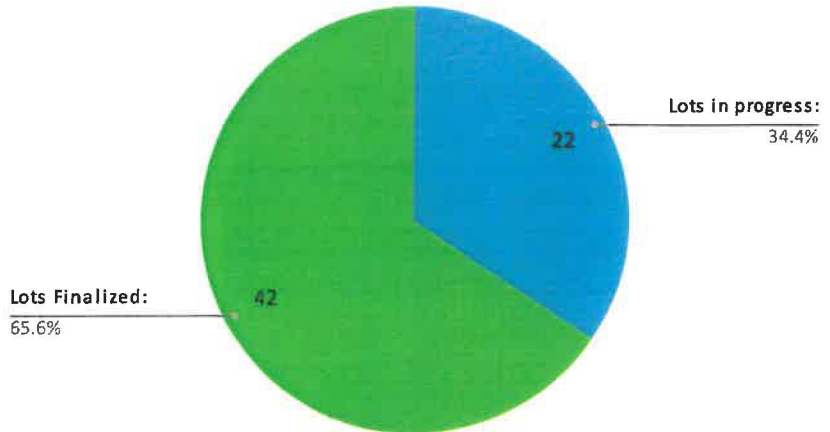


## Park Circle Development - Porches (Beazer)

Mirar De Valle / VC Road

Date: 03/09/2022	
Total Lots:	64
Lots in progress:	22
Lots Remaining	0
Lots Finalized:	42
Mitigation Total:	\$124,202.36
Mitigation Remaining:	\$0.00
Mitigation Complete:	\$124,202.36
Plan Check Total:	\$38,080.00
Plan Check Remaining:	\$0.00
Plan Check Complete:	\$38,080.00

Beazer - Porches Lots



Inspections Remaining	
Hydros Remaining:	13
Finals Remaining:	22
Total:	35

Beazer - Porches Mitigation Totals



Plan Reviews and Inspections			
Month	Plan Chk	Hydro	Final
December 2020	11	3	0
January 2021	0	0	3
February 2021	0	0	0
March 2021	14	5	0
April 2021	0	6	0
May 2021	23	0	5
June 2021	0	0	6
July 2021	0	5	0
August 2021	0	4	0
September 2021	0	5	5
October 2021	0	6	4
November 2021	0	0	5
December 2021	6	8	0
January 2022	0	4	6
February 2022	7	5	3
March 2022	0	0	5
April 2022	0	0	0
Totals	61	51	42

Beazer - Porches Plan Check Fees



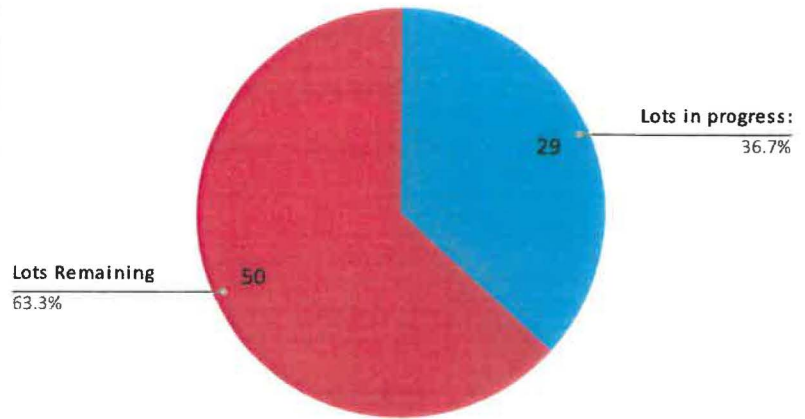


## Park Circle Development - Trailside (Beazer)

Mirar De Valle / VC Road

Date: 03/09/2022	
Total Lots:	79
Lots in progress:	29
Lots Remaining	50
Lots Finalized:	0
Mitigation Total:	\$127,892.32
Mitigation Remaining:	\$80,895.50
Mitigation Complete:	\$46,996.82
Plan Check Total:	\$47,005.00
Plan Check Remaining:	\$29,750.00
Plan Check Complete:	\$17,255.00

Beazer - Trailside Lots



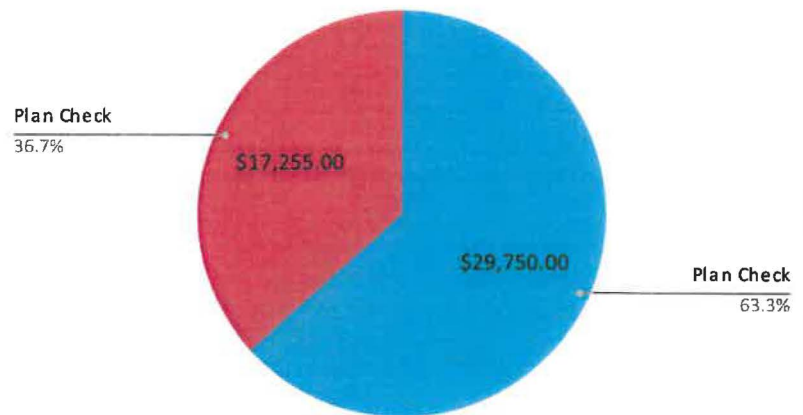
Inspections Remaining	
Hydros Remaining:	64
Finals Remaining:	79
Total:	143

Beazer Trailside Mitigation Totals



Plan Reviews and Inspections			
Month	Plan Chk	Hydro	Final
December 2020	0	0	0
January 2021	0	0	0
February 2021	0	0	0
March 2021	0	0	0
April 2021	0	0	0
May 2021	0	0	0
June 2021	0	0	0
July 2021	0	0	0
August 2021	0	0	0
September 2021	0	0	0
October 2021	5	0	0
November 2021	0	5	0
December 2021	10	0	0
January 2022	14	0	0
February 2022	0	10	0
March 2022	0	0	0
April 2022	0	0	0
Totals	29	15	0

Beazer Trailside Plan Check Fees





## Park Circle Development - Kyra (Meritage)

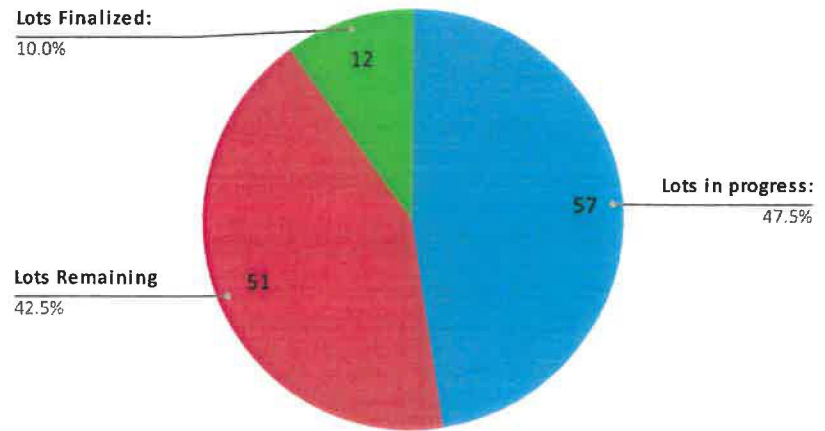
Lilac Rd / Betsworth

Date: 03/09/2022	
Total Lots:	120
Lots in progress:	57
Lots Remaining	51
Lots Finalized:	12
Mitigation Total:	\$203,004.06
Mitigation Remaining:	\$84,035.04
Mitigation Complete:	\$118,969.02
Plan Check Total:	\$71,400.00
Plan Check Remaining:	\$30,345.00
Plan Check Complete:	\$41,055.00

Inspections Remaining	
Hydros Remaining:	88
Finals Remaining:	108
Total:	196

Plan Reviews and Inspections			
Month	Plan Chk	Hydro	Final
December 2020	0	0	0
January 2021	0	0	0
February 2021	0	0	0
March 2021	0	0	0
April 2021	0	0	0
May 2021	3	0	0
June 2021	0	0	0
July 2021	0	0	0
August 2021	30	0	0
September 2021	0	2	0
October 2021	0	0	0
November 2021	0	15	0
December 2021	22	10	0
January 2022	0	5	2
February 2022	14	0	10
March 2022	0	0	0
April 2022	0	0	0
Totals	69	32	12

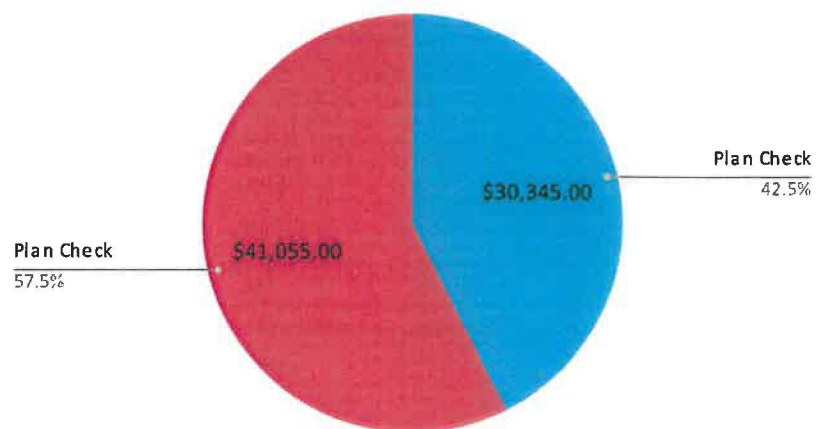
### Meritage (Kyra) Lots



### Meritage (Kyra) Mitigation Totals



### Meritage (Kyra) Plan Check Fees





# Orchard Run Development - Sundance (KB Homes)

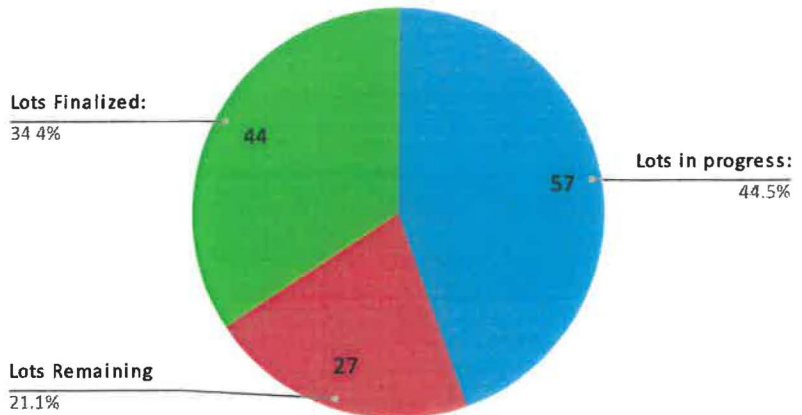
Mirar De Valle

Date: 03/09/2022	
Total Lots:	128
Lots in progress:	57
Lots Remaining	27
Lots Finalized:	44
Mitigation Total:	\$216,439.18
Mitigation Remaining:	\$44,781.80
Mitigation Complete:	\$171,657.38
Plan Check Total:	\$76,160.00
Plan Check Remaining:	\$16,065.00
Plan Check Complete:	\$60,095.00

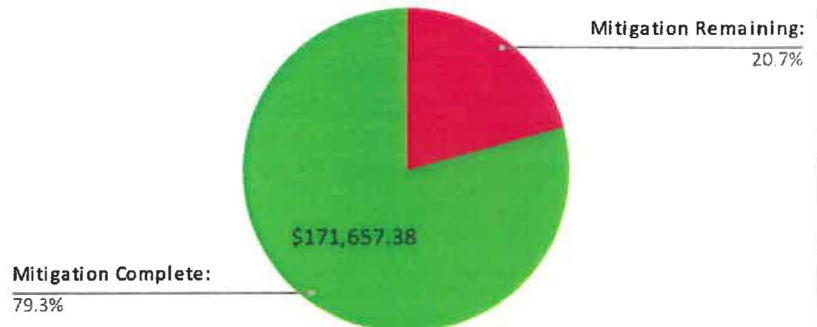
Inspections Remaining	
Hydros Remaining:	77
Finals Remaining:	84
Total:	161

Plan Reviews and Inspections			
Month	Plan Chk	Hydro	Final
December 2020	0	0	0
January 2021	3	0	0
February 2021	0	0	0
March 2021	0	0	0
April 2021	0	3	0
May 2021	32	0	3
June 2021	19	0	0
July 2021	15	14	0
August 2021	0	1	8
September 2021	0	4	7
October 2021	15	13	0
November 2021	0	0	10
December 2021	17	0	7
January 2022	0	12	0
February 2022	0	4	9
March 2022	0	0	0
April 2022	0	0	0
Totals	101	51	44

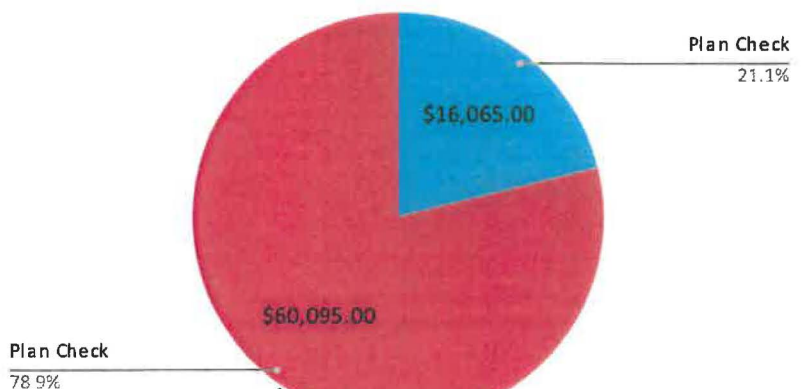
## KB Lots



## KB Mitigation Totals



## KB Plan Check Fees





# Orchard Run Development - Seasons (Richmond-American Homes)

Mirar De Valle

Date: 03/09/2022	
Total Lots:	101
Lots in progress:	38
Lots Remaining	50
Lots Finalized:	13
Mitigation Total:	\$189,408.86
Mitigation Remaining:	\$92,955.44
Mitigation Complete:	\$96,453.42
Plan Check Total:	\$60,095.00
Plan Check Remaining:	\$29,750.00
Plan Check Complete:	\$30,345.00

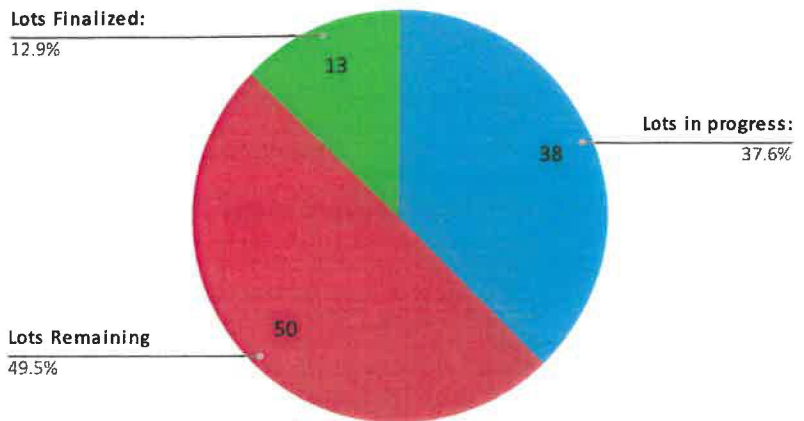
Inspections Remaining	
Hydros Remaining:	88
Finals Remaining:	88
Total:	176

Plan Reviews and Inspections			
Month	Plan Chk	Hydro	Final
December 2020	0	0	0
January 2021	0	0	0
February 2021	0	0	0
March 2021	0	0	0
April 2021	0	0	0
May 2021	3	0	0
June 2021	0	0	0
July 2021	6	0	0
August 2021	0	0	3
September 2021	16	3	0
October 2021	0	0	0
November 2021	0	3	3
December 2021	13	0	0
January 2022	0	3	0
February 2022	0	4	3
March 2022	13	0	4
April 2022	0	0	0
Totals	51	13	13

## Richmond American Lots

Lots Finalized:

12.9%



## Richmond American Mitigation Totals

Mitigation Complete:

50.9%



## Richmond American Plan Check Fees

Plan Check

50.5%





# Orchard Run Development - Wildflower Multifamily (Infill Development)

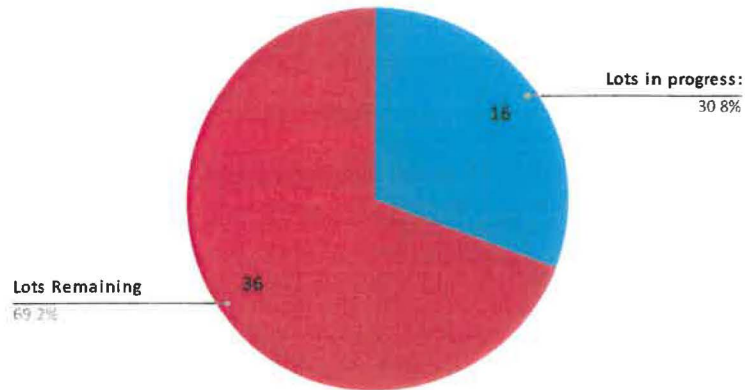
Mirar De Valle

Date: 03/09/2022	
Total Lots:	52
Lots in progress:	16
Lots Remaining	36
Lots Finalized:	0
Mitigation Total:	\$56,791.28
Mitigation Remaining:	\$56,791.28
Mitigation Complete:	\$0.00
Plan Check Total:	\$30,940.00
Plan Check Remaining:	\$21,420.00
Plan Check Complete:	\$9,520.00

Inspections Remaining	
Hydros Remaining:	52
Finals Remaining:	52
Total:	104

Plan Reviews and Inspections			
Month	Plan Chk	Hydro	Final
December 2020	0	0	0
January 2021	0	0	0
February 2021	0	0	0
March 2021	0	0	0
April 2021	0	0	0
May 2021	0	0	0
June 2021	0	0	0
July 2021	0	0	0
August 2021	0	0	0
September 2021	0	0	0
October 2021	16	0	0
November 2021	0	0	0
December 2021	0	0	0
January 2022	0	0	0
February 2022	0	0	0
March 2022	0	0	0
April 2022	0	0	0
Totals	16	0	0

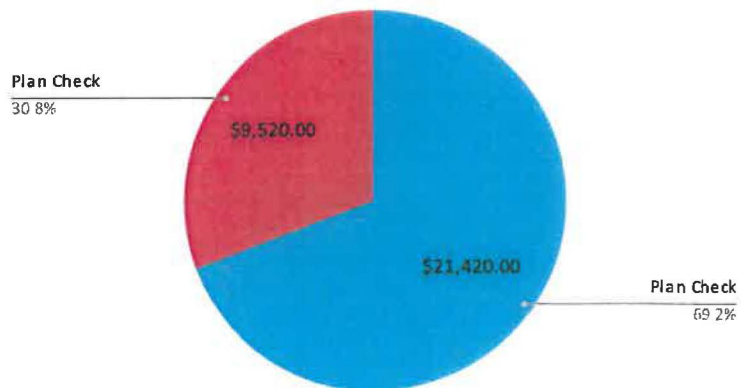
Infill Lots



Infill Mitigation Totals



Infill Plan Check Fees





**NEW BUSINESS**

**BOARD OF DIRECTORS' PACKET**  
**VALLEY CENTER FIRE PROTECTION DISTRICT**



RESOLUTION 2022-13

CFD 2008-1 – PUBLIC HEARING

PARADISE MOUNTAIN RD

190-160-06-00







## VALLEY CENTER FIRE PROTECTION DISTRICT

Administrative Office & Fire Prevention Bureau

28234 Lilac Road

Valley Center, CA 92082

Tel: 760-751-7600

Fax: 760-749-3892

### RESOLUTION NO. 2022-13

#### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER FIRE PROTECTION DISTRICT

**WHEREAS**, the annexation of described territory to the Community Facilities District 2008-01 (the "CFD") was submitted to a vote by the landowner of the real property located within the jurisdictional boundaries of the CFD on February 28, 2022; and

**WHEREAS**, eleven (11) votes (1 vote per acre) was cast by a proper mail ballot in favor of the levy of special taxes within the described territory of the CFD; and

**WHEREAS**, a sufficient-number of votes were cast in favor of levying special taxes within the CFD;

**NOW, THEREFORE, BE IT RESOLVED** that:

The results of the election as sufficient to levy special taxes within the CFD are hereby certified.

**PASSED, APPROVED, AND ADOPTED** by the Board of Directors of the Valley Center Fire Protection District, at a scheduled Special Board Meeting thereof, this 17<sup>th</sup> day of March, 2022 by a unanimous vote.

\_\_\_\_\_  
Secretary  
Board of Directors

Fire Station #72  
28234 Lilac Road  
Valley Center, CA 92082

Fire Station #73  
28205 N. Lake Wohlford Road  
Valley Center, CA 92082





## VALLEY CENTER FIRE PROTECTION DISTRICT

### RESOLUTION NO. 2022-16

#### RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY CENTER FIRE PROTECTION DISTRICT AUTHORIZING THE PROPOSAL WITH THE CENTER FOR PUBLIC SAFETY EXCELLENCE FOR FACILITATION OF A COMMUNITY DRIVEN STRATEGIC PLAN

**WHEREAS**, there has been presented to the District an Agreement between Valley Center Fire Protection District and the Center for Public Safety Excellence in the form and content attached hereto, and

**WHEREAS**, it is in the best interest of the Valley Center Fire Protection District that said Agreement be approved.

**NOW, THEREFORE**, the Board of Directors of Valley Center Fire Protection District does hereby adopt and approve the Agreement; and

**It is FURTHER RESOLVED**, that the Fire Chief is hereby authorized and directed to execute the Agreement on behalf of the District.

Adopted this 17th day of March 2022.

---

Gina Roberts, Secretary





Community-Driven Strategic Plan Proposal  
to  
Valley Center Fire Protection District  
28234 Lilac Road  
Valley Center, California 92082

Josef Napier  
Fire Chief  
February 1, 2022





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### THE CPSE® DIFFERENCE

The mission of the Center for Public Safety Excellence is: *“To lead the fire and emergency service to excellence through the continuous quality improvement process of accreditation, credentialing, and education.”*

By teaching, coaching, guiding, and advising, CPSE’s Technical Advisor Program (TAP) strives to provide agencies the tools to internalize continuous quality improvement and thereby achieve excellence.

*Give a man a fish and you feed him for a day. Teach a man to fish and you feed him for a lifetime.*

TAP places great importance on thorough preparation for each project including:

- A clear understanding of the agency’s background, goals and objectives, and the complex issues they are facing,
- A workplan that is comprehensive, well designed, and provides ample opportunity for stakeholder input,
- Sufficient resources and a commitment to successfully complete the project within the desired time frame at a reasonable cost, and
- A commitment to support the agency after the Strategic Plan is adopted.

TAP uses contemporary methods and enlists energetic and positive individuals to help facilitate agency work. Our advisors personalize their approach and garner candid feedback from stakeholders while putting stakeholders at ease. The end result is a truly strategic rather than tactical plan.

### SCOPE

The purpose of a strategic plan is to identify and provide a process that envisions the future by accomplishing organizational visions. A well-crafted Strategic Plan, guided by good management, and executed by committed personnel will translate to improved effectiveness, efficiency, and better quality of services being delivered. CPSE believes the most successful strategic planning efforts involve both internal and external stakeholders.

The Community-Driven Strategic Plan Facilitation process typically takes 60 to 90 days and includes:

- Meeting with external stakeholders to gather feedback on community expectations, concerns, and priorities (live or virtual),
- A three-day, in-person work session with the agency’s internal stakeholders to integrate community feedback into their mission, vision, and values, and
- A professionally formatted and published document encompassing strategic initiatives, goals, objectives, critical tasks, and performance measures.

Expected outcomes include a Strategic Plan that will:

- Address the organization’s mission, vision, and values
- Be achievable, measurable, and responsive to changing community needs
- Be easily reviewed and modified to meet the changing internal and external needs of the agency
- Build upon community partnerships and enhance the ability to harmonize the goals of the agency with the community’s identified needs
- Encourage and embrace involvement, participation, and teamwork
- Establish strategic initiatives
- Establish goals, objectives, performance measures, and an implementation strategy corresponding to the strategic initiatives
- Focus on critical issues and needs of internal and external stakeholders

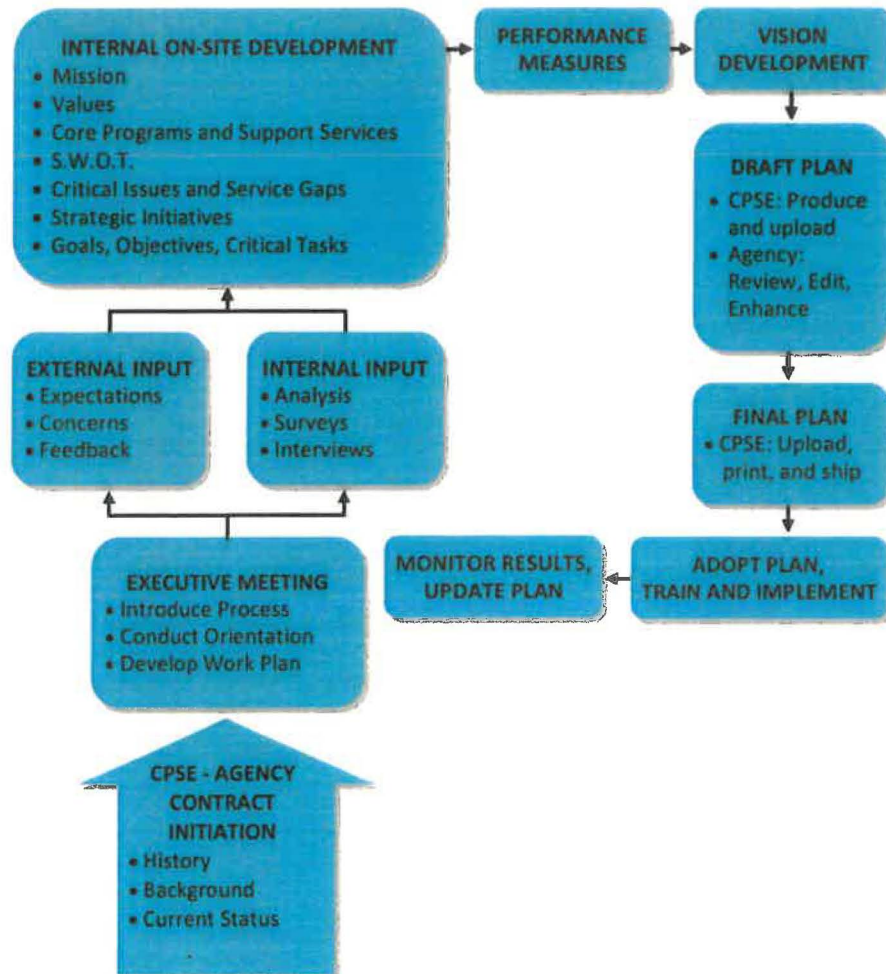


## COMMUNITY-DRIVEN STRATEGIC PLAN PROPOSAL

- Provide a basis for improving efficiency, effectiveness, and service deliverables

### PROJECT FRAMEWORK

CPSE will take a systematic approach to the agency's planning process. The chart below illustrates the general flow of events for a comprehensive strategic planning process:



### PROJECT TIMELINE

There will be four stages to this project. Once this proposal is accepted, a detailed Statement of Work (SOW) will be built that addresses the details for these stages, their timing, and the roles that CPSE and the agency will play in their completion. A sample SOW is provided at the end of this proposal. Once a signed professional services agreement (PSA) and a finalized SOW is received, CPSE can begin work on this project within 30 days and complete the project within another 30 to 60 days for a total project time of 60 to 90 days.

1. Project Executive Orientation
2. External Stakeholders Public Meeting (one in-person or up to two virtual)
3. Internal Stakeholders Work Session
  - a. Develop goal, objectives, and performance measures
  - b. Develop an implementation strategy
4. Strategic Plan publication



### DELIVERABLES

CPSE is responsible for the following deliverables:

1. Development of a project work plan
2. Identification and coordination of stakeholders
3. Facilitation of on-site work sessions involving stakeholders
4. Status reports, as deemed necessary by the agency
5. Provision of an executive orientation session
6. Provision of all necessary forms
7. Findings from surveys, interviews, questionnaires, and facilitation
8. A technically and professionally competent Strategic Plan, that includes:
  - a. Mission
  - b. Vision
  - c. Guiding values or principles
  - d. Community expectations, concerns, and positive feedback
  - e. Prioritization of programs/services
  - f. SWOT analysis
  - g. Identified critical issues and service gaps
  - h. Strategic initiatives
  - i. Planned outcomes
  - j. Goals, objectives, performance expectations
  - k. Implementation strategies including areas of responsibility, critical tasks, and timelines
9. One (1) digital copy of the draft report for review of accuracy of obtained information
10. One (1) digital copy and ten (10) professionally bound copies of the final Strategic Plan.\*

### CPSE RESOURCES

CPSE's Strategic Planning Manager oversees every project to ensure that the end result of each project is a satisfied client whose expectations are fully met. Each project will also have an assigned Senior Technical Advisor to facilitate the onsite work, a second facilitator to assist with the internal stakeholder work session, and a TAP support specialist to ensure all materials are professionally prepared.

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\* CPSE is currently changing its deliverables to provide more modern tools and instruments. Deliverables may change as stated.



### ESTIMATED FEES AND EXPENSES

CPSE has estimated the following fees and expenses for this project:

The proposed cost for CPSE to facilitate the development of the Valley Center Fire Protection District's Community-Driven Strategic Plan is **\$18,000**.

This total proposed cost includes all technical advisor time and travel expenses to facilitate one external stakeholder meeting (limited to no more than 75 people) and a three-day internal stakeholder work session (limited to no more than 36 people). These events will be scheduled during the same week. Any additional travel requested and approved by the Valley Center Fire Protection District will be billed by CPSE at actual cost and is above and beyond the proposed cost above.

### ASSUMPTIONS

- The Valley Center Fire Protection District is a district-based fire service agency that protects the residents, businesses, and visitors within its jurisdiction.
- Josef Napier, Fire Chief is the key contact for this project.
- CPSE is required to follow the agency's specific procurement requirements for this project. Specific procurement requirements will need to be provided by the agency as part of the development of the professional services agreement.
- The purpose of CPSE's Technical Advisor Program (TAP) is to coach, mentor, guide, and assist fire service agencies. Agency representatives will play an active role in developing their community-driven strategic plan.
- This proposal is valid for a period of sixty (60) days.
- CPSE and the Valley Center Fire Protection District will execute a professional services agreement prior to the start of this project.
- CPSE and the Valley Center Fire Protection District will execute a statement of work governed by the professional services agreement prior to the start of this project that will be the sole document to govern the scope, methods, terms, and deliverables of this project.

### INQUIRIES

Please contact CPSE with any inquiries regarding this proposal:

Brian R Dean, CFO

Strategic Planning Manager

4501 Singer Court, Suite 180

Chantilly, VA 20151

Office: (703) 691-4620, ext. 209

Mobile: (407) 919-9862

Email: [bdean@cpse.org](mailto:bdean@cpse.org)



# COMMUNITY-DRIVEN STRATEGIC PLAN PROPOSAL

## SAMPLE STATEMENT OF WORK



### Appendix A Strategic Planning Statement of Work January 1, 2022

Project Steps	Step Details	Step Timing	Step Responsibility	Step Billing
1. Project Acceptance	<ul style="list-style-type: none"> <li>Finalized Statement of Work</li> <li>Signed Professional Services Agreement</li> <li>Construction of Shared Site</li> <li>Identification of CPSE and agency project points of contact</li> </ul>	Tuesday, February 1, 2022	CPSE and Agency	1/3 of Price
2. Project Executive Orientation	<ul style="list-style-type: none"> <li>Discussion of final SOW and identification of resources need for each step</li> <li>Overview of Shared Site</li> </ul>	By Tuesday, February 15, 2022	CPSE	N/A
3. Post Required Materials to Shared Site	<ul style="list-style-type: none"> <li>Agency primary contact information</li> <li>Agency and community images, including high resolution agency logo</li> <li>Agency current mission and values, if available</li> <li>Agency organizational chart</li> <li>Agency background information, as available</li> </ul>	By Tuesday, March 1, 2022	Agency	N/A
4. Invite Stakeholders	<ul style="list-style-type: none"> <li>Send invitations to request external stakeholder participation in External Stakeholder Meeting</li> <li>Invite identified internal stakeholder and schedule the work session</li> </ul>	By Friday, March 11, 2022	Agency	N/A
5. Post Required Materials to Shared Site	<ul style="list-style-type: none"> <li>List of external stakeholders</li> <li>List of internal stakeholders with rank/title and assignment (shift, station, etc.)</li> </ul>	By Thursday, April 14, 2022	Agency	N/A
6. External Stakeholder Meeting	<ul style="list-style-type: none"> <li>Determine external stakeholder priorities of service delivery</li> <li>Determine external stakeholder expectations</li> <li>Receive external stakeholder input on positive and correctional issues</li> </ul>	Monday, April 18, 2022	CPSE	N/A
7. Internal Stakeholder Work Session	<ul style="list-style-type: none"> <li>Review input from External Stakeholders</li> <li>Develop, Revise or Update Mission Statement</li> <li>Develop, Revise or update Value Statements</li> <li>Establish core programs and support services</li> <li>Conduct S.W.O.T. Analysis</li> <li>Identify Critical Issues and Service Gaps</li> <li>Determine strategic initiatives with outcomes expected</li> <li>Develop goals, objectives, and critical tasks</li> <li>Develop, Revise or Update Vision Statement</li> </ul>	Tuesday, April 19, 2022 through Thursday, April 21, 2022	CPSE	1/3 of Price
8. Draft Report Published	<ul style="list-style-type: none"> <li>Draft uploaded to Shared Site for Agency review</li> </ul>	By Monday, May 2, 2022	CPSE	N/A
9. Review of Draft Report	<ul style="list-style-type: none"> <li>Edits to draft report completed via Shared Site</li> </ul>	By Friday, June 10, 2022	Agency	N/A
10. Strategic Plan Finalized	<ul style="list-style-type: none"> <li>Approval of final draft</li> </ul>	By Friday, June 17, 2022	Agency	N/A
11. Strategic Plan Issued	<ul style="list-style-type: none"> <li>Delivery of one digital and ten (10) hard copies of the finalized Strategic Plan.</li> </ul>	By Thursday, June 30, 2022	CPSE	1/3 of Price



# COMMUNITY-DRIVEN STRATEGIC PLAN PROPOSAL



## Appendix A: Strategic Planning Statement of Work February 1, 2022

**Acceptance:**

Agency

Center for Public Safety Excellence (CPSE)

Initials of Authorized Party: *ABC*

Initials of Authorized Party: *DEF*



**TREASURER'S REPORT**

**BOARD OF DIRECTORS' PACKET**  
**VALLEY CENTER FIRE PROTECTION DISTRICT**



10:52 AM

03/09/22

Accrual Basis

## Valley Center Fire Protection District

## Balance Sheet

As of February 28, 2022

	Feb 28, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1101 · General Operating #4811	28,546.74
1102 · Payroll Acct #2271	174,460.52
11013 · Fire Foundation #8451	2,150.00
11014 · Explorer #8469	14,275.09
11015 · Training #7024	17,543.14
11016 · Grant Acct #7073	1,251,805.60
11021 · VCFPD Oracle Gen Fund - #47850	899,227.69
11022 · VCFPD Mitigation Fund - #47855	738,307.22
11023 · CFD 2008-01 - #47853	424,262.17
<b>Total Checking/Savings</b>	<b>3,550,578.17</b>
<b>Total Current Assets</b>	<b>3,550,578.17</b>
<b>TOTAL ASSETS</b>	<b>3,550,578.17</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	2,252.63
<b>Total Accounts Payable</b>	<b>2,252.63</b>
<b>Credit Cards</b>	
8180 · 8180 CitiBank	1,342.81
9349 · 9349-VCFPD	14,596.57
<b>Total Credit Cards</b>	<b>15,939.38</b>
<b>Total Current Liabilities</b>	<b>18,192.01</b>
<b>Total Liabilities</b>	<b>18,192.01</b>
<b>Equity</b>	
30000 · Opening Balance Equity	2,539,839.80
32000 · Retained Earnings	164,606.35
Net Income	827,940.01
<b>Total Equity</b>	<b>3,532,386.16</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>3,550,578.17</b>



# Valley Center Fire Protection District

## Profit & Loss

### February 2022

	Feb 22
<b>Ordinary Income/Expense</b>	
Income	
<b>OPERATING REVENUE</b>	
40000 · Benefit Fees/Standby (315001)	55,669.99
40100 · Taxes, Property (315000)	26,224.88
40200 · CFD-2000-1 (315002)	10,340.48
40300 · CFD-2008-01 (315003)	4,408.12
40500 · Mercy Transport Fees	9,050.00
40700 · Community Development Fees	19,744.60
40800 · Fire Prevention Inspection Fees	585.00
46000 · Applied UASI Grant Income	970.68
<b>Total OPERATING REVENUE</b>	<b>126,993.75</b>
<b>Total Income</b>	<b>126,993.75</b>
<b>Gross Profit</b>	<b>126,993.75</b>
Expense	
<b>TRAINING</b>	
50000 · Explorer Post	786.69
50100 · EMT & Paramedic License Renewal	2,260.50
50500 · Training & Expenses	1,841.16
<b>Total TRAINING</b>	<b>4,888.35</b>
<b>OVERHEAD / ADMINISTRATIVE SERV</b>	
51001 · Contingencies & Misc.	775.75
51003 · Bank Fees / Interest Expense	30.00
51004 · IT Equipment & Software	1,179.82
<b>Total OVERHEAD / ADMINISTRATIVE SERV</b>	<b>1,985.57</b>
<b>CONTRACT SERVICES</b>	
51100 · Broadband Services & Telephone	2,567.64
51101 · Professional Services	577.91
51103 · Contract Labor	1,095.00
51108 · Modular Buildings	991.08
51110 · MDC Equip Replacement-HP Lease	500.89
<b>Total CONTRACT SERVICES</b>	<b>5,732.52</b>
<b>COMMUNITY RISK REDUCTION</b>	
51203 · POST Recertification Materials	15.00
<b>Total COMMUNITY RISK REDUCTION</b>	<b>15.00</b>
<b>FIRE FACILITIES</b>	
<b>FIRE STATION #1</b>	
51301 · #1 Facility Maint/Repairs	4,047.40
51302 · #1 Utilities	1,321.64
<b>Total FIRE STATION #1</b>	<b>5,369.04</b>
<b>FIRE STATION #2</b>	
51310 · #2 Facility Maint/Repairs	613.93
51312 · #2 Utilities	895.06
<b>Total FIRE STATION #2</b>	<b>1,508.99</b>
<b>Total FIRE FACILITIES</b>	<b>6,878.03</b>
<b>FIRE APPARATUS</b>	
51400 · Ancillary Equip Ann Maintenance	303.21
51401 · Apparatus Shop Tools/Rpr Supp	701.71
<b>Total FIRE APPARATUS</b>	<b>1,004.92</b>
<b>COMMUNICATIONS</b>	
51601 · RCS Communication Fees	1,885.00



# Valley Center Fire Protection District

## Profit & Loss

### February 2022

	Feb 22
Total COMMUNICATIONS	1,885.00
PARAMEDIC EMERGENCY SUPPLIES	
51700 · Medical Equipment & Supplies	799.44
Total PARAMEDIC EMERGENCY SUPPLIES	799.44
PAYROLL-ADMINISTRATIVE	
60000 · Division Chief-Operations/Train	4,457.60
60200 · Battalion Chief-Fire Marshal	4,577.12
60300 · Administrative Captain	3,493.30
60400 · Administrative Asst-Office Mgr.	2,944.01
60500 · Bookkeeper	3,005.91
60600 · Fire Chief	5,081.68
Total PAYROLL-ADMINISTRATIVE	23,559.62
PAYROLL - OPERATIONAL PERSONNEL	
61000 · Fire Engineers	26,759.13
63000 · Firefighter-Paramedics	37,619.58
64000 · Fire Captains	26,766.23
Total PAYROLL - OPERATIONAL PERSONNEL	91,144.94
66000 · PAYROLL EXPENSES	
66008 · Employer Taxes-FICA,SUTA,FUTA	7,007.11
66007 · ACF Local Union Dues	94.20
66001 · Employee Taxes, FICA,SUTA,SDI	48,669.02
66003 · Payroll Service	160.39
66004 · Health Benefit Costs	5,889.20
66005 · 457 Retirement Costs	7,296.64
66006 · VC FF Association Fees	593.00
Total 66000 · PAYROLL EXPENSES	69,709.56
Engines & Equipment	
70004 · Fire Station Development Costs	8,258.81
Total Engines & Equipment	8,258.81
Total Expense	215,861.76
Net Ordinary Income	-88,868.01
Net Income	-88,868.01



# Valley Center Fire Protection District

## Profit & Loss Budget vs. Actual

### July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>NON-OPERATING REVENUE</b>				
30100 · Mitigation Fees Capital Expendi	445,645.11	224,735.00	220,910.11	198.3%
30120 · Mitigation Interest	2,860.03	5,000.00	-2,139.97	57.2%
30130 · CFD2008-1 Interest	1,094.93	1,250.00	-155.07	87.6%
<b>Total NON-OPERATING REVENUE</b>	<b>449,600.07</b>	<b>230,985.00</b>	<b>218,615.07</b>	<b>194.6%</b>
<b>OPERATING REVENUE</b>				
49000 · NCD JPA Capital Equipment Reimb	15,915.21			
40000 · Benefit Fees/Standby (315001)	959,488.11	1,680,943.51	-721,455.40	57.1%
40100 · Taxes, Property (315000)	383,312.29	580,801.24	-197,488.95	66.0%
40200 · CFD-2000-1 (315002)	176,027.33	300,304.69	-124,277.36	58.6%
40300 · CFD-2008-01 (315003)	112,913.25	151,289.05	-38,375.80	74.6%
40400 · General Fund Interest	3,202.30	24,516.20	-21,313.90	13.1%
40500 · Mercy Transport Fees	32,250.00	42,000.00	-9,750.00	76.8%
40600 · First Responder Fees	15,998.66	15,260.00	738.66	104.8%
40700 · Community Development Fees	158,241.61	120,000.00	38,241.61	131.9%
40800 · Fire Prevention Inspection Fees	29,268.35	7,000.00	22,268.35	418.1%
40900 · CFAA Reimbursement				
40901 · Payroll & Admin	24,921.45	145,000.00	-120,078.55	17.2%
40902 · Equipment	0.00	10,000.00	-10,000.00	0.0%
40900 · CFAA Reimbursement - Other	141,927.32	0.00	141,927.32	100.0%
<b>Total 40900 · CFAA Reimbursement</b>	<b>166,848.77</b>	<b>155,000.00</b>	<b>11,848.77</b>	<b>107.6%</b>
41000 · Fixed Asset Disposal	0.00	15,000.00	-15,000.00	0.0%
42000 · Incident Cost Recovery-Fire USA	5,724.00	20,000.00	-14,276.00	28.6%
43000 · Training Reimb-Target & Palomar	13,033.50	22,889.00	-9,855.50	56.9%
44000 · Fire Foundation Fund	13,640.00	396,500.00	-382,860.00	3.4%
45000 · Fire Explorer Post Donations	10,059.37	500.00	9,559.37	2,011.9%
46000 · Applied UASI Grant Income	970.68	13,500.00	-12,529.32	7.2%
47000 · Applied SHSGP Grant Income	13,738.00	14,150.00	-412.00	97.1%
48000 · Applied Grant Income-Other	1,130,115.87	336,288.00	793,827.87	336.1%
<b>OPERATING REVENUE - Other</b>	<b>0.00</b>	<b>230,985.00</b>	<b>-230,985.00</b>	<b>0.0%</b>
<b>Total OPERATING REVENUE</b>	<b>3,240,747.30</b>	<b>4,126,926.69</b>	<b>-886,179.39</b>	<b>78.5%</b>
<b>Total Income</b>	<b>3,690,347.37</b>	<b>4,357,911.69</b>	<b>-667,564.32</b>	<b>84.7%</b>
<b>Cost of Goods Sold</b>				
50001 · Cost of Goods Sold	0.00	20,000.00	-20,000.00	0.0%
<b>Total COGS</b>	<b>0.00</b>	<b>20,000.00</b>	<b>-20,000.00</b>	<b>0.0%</b>
<b>Gross Profit</b>	<b>3,690,347.37</b>	<b>4,337,911.69</b>	<b>-647,564.32</b>	<b>85.1%</b>
<b>Expense</b>				
<b>TRAINING</b>				
50000 · Explorer Post	3,141.28	500.00	2,641.28	628.3%
50100 · EMT & Paramedic License Renewal	3,237.50	4,500.00	-1,262.50	71.9%
50200 · Palomar College Tuition	4,256.50	7,850.00	-3,593.50	54.2%
50300 · Station & Apparatus References	0.00	2,500.00	-2,500.00	0.0%
50400 · Target Solutions	6,603.00	6,603.00	0.00	100.0%
50500 · Training & Expenses	10,513.28	20,300.00	-9,786.72	51.8%
50600 · Training Expenses - UASI	3,073.29	4,800.00	-1,726.71	64.0%
<b>Total TRAINING</b>	<b>30,824.85</b>	<b>47,053.00</b>	<b>-16,228.15</b>	<b>65.5%</b>
<b>OVERHEAD / ADMINISTRATIVE SERV</b>				
51000 · Service Awards & Commendations	890.36	1,000.00	-109.64	89.0%
51001 · Contingencies & Misc.	3,372.85	10,000.00	-6,627.15	33.7%
51002 · Advertis FF Recruit & Physicals	3,306.41	11,800.00	-8,493.59	28.0%
51003 · Bank Fees / Interest Expense	319.53	1,500.00	-1,180.47	21.3%
51004 · IT Equipment & Software	2,868.60	2,500.00	368.60	114.7%
51005 · Office & Computer Supplies	4,087.88	6,500.00	-2,412.12	62.9%
51006 · Election/Annexation Service	3,293.63	10,000.00	-6,706.37	32.9%



# Valley Center Fire Protection District

## Profit & Loss Budget vs. Actual

### July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
<b>Total OVERHEAD / ADMINISTRATIVE SERV</b>	18,139.26	43,300.00	-25,160.74	41.9%
<b>CONTRACT SERVICES</b>				
51100 · Broadband Services & Telephone	43,335.09	70,000.00	-26,664.91	61.9%
51101 · Professional Services	47,926.29	39,460.00	8,466.29	121.5%
51102 · Equipment Rental/Copier Lease	4,136.42	87,000.00	-82,863.58	4.8%
51103 · Contract Labor	6,960.00	10,910.00	-3,950.00	63.8%
51104 · Printing, Repro & Digital Map Serv	13,621.50	13,000.00	621.50	104.8%
51105 · Insurance	29,909.00	25,000.00	4,909.00	119.6%
51106 · Crew Scheduling Services	1,492.20	4,500.00	-3,007.80	33.2%
51107 · Trauma Intervention Program	2,340.00	2,340.00	0.00	100.0%
51108 · Modular Buildings	7,174.40	8,300.00	-1,125.60	86.4%
51109 · Burn Inst/Youth Fire Prevent	0.00	642.00	-642.00	0.0%
51110 · MDC Equip Replacement-HP Lease	4,007.12	6,000.00	-1,992.88	66.8%
<b>Total CONTRACT SERVICES</b>	160,902.02	267,152.00	-106,249.98	60.2%
<b>COMMUNITY RISK REDUCTION</b>				
51200 · Public Education	2,331.60	5,250.00	-2,918.40	44.4%
51201 · CERT	0.00	500.00	-500.00	0.0%
51202 · Safety Prod/Fire Hydrant Maint	0.00	0.00	0.00	0.0%
51203 · POST Recertification Materials	120.00	500.00	-380.00	24.0%
<b>Total COMMUNITY RISK REDUCTION</b>	2,451.60	6,250.00	-3,798.40	39.2%
<b>FIRE FACILITIES</b>				
<b>FIRE STATION #1</b>				
51301 · #1 Facility Maint/Repairs	14,830.97	14,650.00	180.97	101.2%
51302 · #1 Utilities	15,788.97	23,415.00	-7,626.03	67.4%
<b>Total FIRE STATION #1</b>	30,619.94	38,065.00	-7,445.06	80.4%
<b>FIRE STATION #2</b>				
51310 · #2 Facility Maint/Repairs	5,356.83	14,650.00	-9,293.17	36.6%
51312 · #2 Utilities	11,506.37	18,915.00	-7,408.63	60.8%
<b>Total FIRE STATION #2</b>	16,863.20	33,565.00	-16,701.80	50.2%
<b>Fire Station #3</b>				
51320 · #3 Facility Maint/Repairs	0.00	0.00	0.00	0.0%
51322 · #3 Utilities	0.00	0.00	0.00	0.0%
<b>Total Fire Station #3</b>	0.00	0.00	0.00	0.0%
<b>Total FIRE FACILITIES</b>	47,483.14	71,630.00	-24,146.86	66.3%
<b>FIRE APPARATUS</b>				
51400 · Ancillary Equip Ann Maintenance	67,134.92	76,500.00	-9,365.08	87.8%
51401 · Apparatus Shop Tools/Rpr Supp	4,632.27	8,300.00	-3,667.73	55.8%
51402 · Fuel	27,908.65	50,000.00	-22,091.35	55.8%
<b>Total FIRE APPARATUS</b>	99,675.84	134,800.00	-35,124.16	73.9%
<b>OPERATIONS</b>				
51500 · Breathing Air Equip Maintenance	2,853.40	4,000.00	-1,146.60	71.3%
51501 · Fireline Meals	0.00	3,000.00	-3,000.00	0.0%
51502 · SHSGP Grant PPE	2,146.75	14,150.00	-12,003.25	15.2%
51503 · Equipment Grant	0.00	10,500.00	-10,500.00	0.0%
51504 · Station Uniforms	14,635.08	14,000.00	635.08	104.5%
<b>Total OPERATIONS</b>	19,635.23	45,650.00	-26,014.77	43.0%
<b>COMMUNICATIONS</b>				
51600 · North County Dispatch	117,381.03	135,000.00	-17,618.97	86.9%
51601 · RCS Communication Fees	17,071.00	12,400.00	4,671.00	137.7%
<b>Total COMMUNICATIONS</b>	134,452.03	147,400.00	-12,947.97	91.2%
<b>PARAMEDIC EMERGENCY SUPPLIES</b>				
51700 · Medical Equipment & Supplies	5,876.26	15,000.00	-9,123.74	39.2%



# Valley Center Fire Protection District

## Profit & Loss Budget vs. Actual

### July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
51701 · Cardiac Monitor Calibration/Rpr	0.00	4,000.00	-4,000.00	0.0%
<b>Total PARAMEDIC EMERGENCY SUPPLIES</b>	<b>5,876.26</b>	<b>19,000.00</b>	<b>-13,123.74</b>	<b>30.9%</b>
<b>MEMBERSHIPS &amp; ASSOCIATIONS</b>				
51800 · Dues & Subscriptions	9,430.00	11,457.00	-2,027.00	82.3%
<b>Total MEMBERSHIPS &amp; ASSOCIATIONS</b>	<b>9,430.00</b>	<b>11,457.00</b>	<b>-2,027.00</b>	<b>82.3%</b>
<b>PAYROLL-ADMINISTRATIVE</b>				
60000 · Division Chief-Operations/Train	71,965.61	95,508.72	-23,543.11	75.3%
60100 · Division Chief-Emerg Services	0.00	0.00	0.00	0.0%
60200 · Battalion Chief-Fire Marshal	39,321.23	82,000.00	-42,678.77	48.0%
60300 · Administrative Captain	3,493.30	0.00	3,493.30	100.0%
60400 · Administrative Asst-Office Mgr.	25,085.65	41,815.84	-16,730.19	60.0%
60500 · Bookkeeper	6,466.78	24,327.13	-17,860.35	26.6%
60600 · Fire Chief	45,700.97	103,839.20	-58,138.23	44.0%
<b>Total PAYROLL-ADMINISTRATIVE</b>	<b>192,033.54</b>	<b>347,490.89</b>	<b>-155,457.35</b>	<b>55.3%</b>
<b>PAYROLL - OPERATIONAL PERSONNEL</b>				
61000 · Fire Engineers	197,101.91	412,111.00	-215,009.09	47.8%
62000 · Reserve Firefighters (PT)	912.09	261,360.00	-260,447.91	0.3%
63000 · Firefighter-Paramedics	334,399.88	274,569.00	59,830.88	121.8%
64000 · Fire Captains	266,485.14	591,388.00	-324,902.86	45.1%
65000 · CFAA Wages	468.53	120,000.00	-119,531.47	0.4%
<b>PAYROLL - OPERATIONAL PERSONNEL - Other</b>	<b>-818.53</b>			
<b>Total PAYROLL - OPERATIONAL PERSONNEL</b>	<b>798,549.02</b>	<b>1,659,428.00</b>	<b>-860,878.98</b>	<b>48.1%</b>
<b>66000 · PAYROLL EXPENSES</b>				
66008 · Employer Taxes-FICA,SUTA,FUTA	7,007.11			
66007 · ACF Local Union Dues	1,719.18			
66001 · Employee Taxes, FICA,SUTA,SDI	475,319.81	174,204.09	301,115.72	272.9%
66002 · FASIS Workers Comp Emp Asst	131,593.44	150,712.88	-19,119.44	87.3%
66003 · Payroll Service	3,359.41	9,800.00	-6,440.59	34.3%
66004 · Health Benefit Costs	47,515.85	33,524.00	13,991.85	141.7%
66005 · 457 Retirement Costs	118,167.91			
66006 · VC FF Association Fees	9,749.00			
<b>Total 66000 · PAYROLL EXPENSES</b>	<b>794,431.71</b>	<b>368,240.97</b>	<b>426,190.74</b>	<b>215.7%</b>
<b>Engines &amp; Equipment</b>				
70000 · Engine 163 & Equipment	0.00	125,000.00	-125,000.00	0.0%
70001 · RCS NextGen Network Infrastruct	0.00	11,000.00	-11,000.00	0.0%
70002 · RCS NextGen Radio Equipment	0.00	0.00	0.00	0.0%
70003 · SCBA Purchase	0.00	0.00	0.00	0.0%
70004 · Fire Station Development Costs	382,018.20	486,000.00	-103,981.80	78.6%
70005 · New Station Consulting	19,305.00	90,000.00	-70,695.00	21.5%
70006 · Fire Station PPE Lockers	9,257.00	9,735.00	-478.00	95.1%
70007 · Fire Station Electrical Resilia	118,144.00	236,288.00	-118,144.00	50.0%
70008 · MDC Replacement Program	19,798.66	20,000.00	-201.34	99.0%
<b>Total Engines &amp; Equipment</b>	<b>548,522.86</b>	<b>978,023.00</b>	<b>-429,500.14</b>	<b>56.1%</b>
<b>Total Expense</b>	<b>2,862,407.36</b>	<b>4,146,874.86</b>	<b>-1,284,467.50</b>	<b>69.0%</b>
<b>Net Ordinary Income</b>	<b>827,940.01</b>	<b>191,036.83</b>	<b>636,903.18</b>	<b>433.4%</b>
<b>Net Income</b>	<b>827,940.01</b>	<b>191,036.83</b>	<b>636,903.18</b>	<b>433.4%</b>



## Valley Center Fire Protection District

## Profit &amp; Loss

July 2021 through February 2022

	Jul '21 - Feb 22
Ordinary Income/Expense	
Income	
NON-OPERATING REVENUE	
30100 · Mitigation Fees Capital Expendi	445,645.11
30120 · Mitigation Interest	2,860.03
30130 · CFD2008-1 Interest	1,094.93
Total NON-OPERATING REVENUE	449,600.07
OPERATING REVENUE	
49000 · NCD JPA Capital Equipment Reimb	15,915.21
40000 · Benefit Fees/Standby (315001)	959,488.11
40100 · Taxes, Property (315000)	383,312.29
40200 · CFD-2000-1 (315002)	176,027.33
40300 · CFD-2008-01 (315003)	112,913.25
40400 · General Fund Interest	3,202.30
40500 · Mercy Transport Fees	32,250.00
40600 · First Responder Fees	15,998.66
40700 · Community Development Fees	158,241.61
40800 · Fire Prevention Inspection Fees	29,268.35
40900 · CFAA Reimbursement	
40901 · Payroll & Admin	24,921.45
40900 · CFAA Reimbursement - Other	141,927.32
Total 40900 · CFAA Reimbursement	166,848.77
42000 · Incident Cost Recovery-Fire USA	5,724.00
43000 · Training Reimb-Target & Palomar	13,033.50
44000 · Fire Foundation Fund	13,640.00
45000 · Fire Explorer Post Donations	10,059.37
46000 · Applied UASI Grant Income	970.68
47000 · Applied SHSGP Grant Income	13,738.00
48000 · Applied Grant Income-Other	1,130,115.87
Total OPERATING REVENUE	3,240,747.30
Total Income	3,690,347.37
Gross Profit	3,690,347.37
Expense	
TRAINING	
50000 · Explorer Post	3,141.28
50100 · EMT & Paramedic License Renewal	3,237.50
50200 · Palomar College Tuition	4,256.50
50400 · Target Solutions	6,603.00
50500 · Training & Expenses	10,513.28
50600 · Training Expenses - UASI	3,073.29
Total TRAINING	30,824.85
OVERHEAD / ADMINISTRATIVE SERV	
51000 · Service Awards & Commendations	890.36
51001 · Contingencies & Misc.	3,372.85
51002 · Advertis FF Recruit & Physicals	3,306.41
51003 · Bank Fees / Interest Expense	319.53
51004 · IT Equipment & Software	2,868.60
51005 · Office & Computer Supplies	4,087.88
51006 · Election/Annexation Service	3,293.63
Total OVERHEAD / ADMINISTRATIVE SERV	18,139.26
CONTRACT SERVICES	
51100 · Broadband Services & Telephone	43,335.09
51101 · Professional Services	47,926.29
51102 · Equipment Rental/Copier Lease	4,136.42
51103 · Contract Labor	6,960.00
51104 · Printing,Repro&Digital Map Serv	13,621.50
51105 · Insurance	29,909.00



## Valley Center Fire Protection District

## Profit &amp; Loss

July 2021 through February 2022

	Jul '21 - Feb 22
51106 · Crew Scheduling Services	1,492.20
51107 · Trauma Intervention Program	2,340.00
51108 · Modular Buildings	7,174.40
51110 · MDC Equip Replacement-HP Lease	4,007.12
<b>Total CONTRACT SERVICES</b>	<b>160,902.02</b>
<b>COMMUNITY RISK REDUCTION</b>	
51200 · Public Education	2,331.60
51203 · POST Recertification Materials	120.00
<b>Total COMMUNITY RISK REDUCTION</b>	<b>2,451.60</b>
<b>FIRE FACILITIES</b>	
<b>FIRE STATION #1</b>	
51301 · #1 Facility Maint/Repairs	14,830.97
51302 · #1 Utilities	15,788.97
<b>Total FIRE STATION #1</b>	<b>30,619.94</b>
<b>FIRE STATION #2</b>	
51310 · #2 Facility Maint/Repairs	5,356.83
51312 · #2 Utilities	11,506.37
<b>Total FIRE STATION #2</b>	<b>16,863.20</b>
<b>Total FIRE FACILITIES</b>	<b>47,483.14</b>
<b>FIRE APPARATUS</b>	
51400 · Ancillary Equip Ann Maintenance	67,134.92
51401 · Apparatus Shop Tools/Rpr Supp	4,632.27
51402 · Fuel	27,908.65
<b>Total FIRE APPARATUS</b>	<b>99,675.84</b>
<b>OPERATIONS</b>	
51500 · Breathing Air Equip Maintenance	2,853.40
51502 · SHSGP Grant PPE	2,146.75
51504 · Station Uniforms	14,635.08
<b>Total OPERATIONS</b>	<b>19,635.23</b>
<b>COMMUNICATIONS</b>	
51600 · North County Dispatch	117,381.03
51601 · RCS Communication Fees	17,071.00
<b>Total COMMUNICATIONS</b>	<b>134,452.03</b>
<b>PARAMEDIC EMERGENCY SUPPLIES</b>	
51700 · Medical Equipment & Supplies	5,876.26
<b>Total PARAMEDIC EMERGENCY SUPPLIES</b>	<b>5,876.26</b>
<b>MEMBERSHIPS &amp; ASSOCIATIONS</b>	
51800 · Dues & Subscriptions	9,430.00
<b>Total MEMBERSHIPS &amp; ASSOCIATIONS</b>	<b>9,430.00</b>
<b>PAYROLL-ADMINISTRATIVE</b>	
60000 · Division Chief-Operations/Train	71,965.61
60200 · Battalion Chief-Fire Marshal	39,321.23
60300 · Administrative Captain	3,493.30
60400 · Administrative Asst-Office Mgr.	25,085.65
60500 · Bookkeeper	6,466.78
60600 · Fire Chief	45,700.97
<b>Total PAYROLL-ADMINISTRATIVE</b>	<b>192,033.54</b>
<b>PAYROLL - OPERATIONAL PERSONNEL</b>	
61000 · Fire Engineers	197,101.91
62000 · Reserve Firefighters (PT)	912.09



## Valley Center Fire Protection District

## Profit &amp; Loss

July 2021 through February 2022

	Jul '21 - Feb 22
63000 · Firefighter-Paramedics	334,399.88
64000 · Fire Captains	266,485.14
65000 · CFAA Wages	468.53
PAYROLL - OPERATIONAL PERSONNEL - Other	-818.53
<b>Total PAYROLL - OPERATIONAL PERSONNEL</b>	<b>798,549.02</b>
66000 · PAYROLL EXPENSES	
66008 · Employer Taxes-FICA,SUTA,FUTA	7,007.11
66007 · ACF Local Union Dues	1,719.18
66001 · Employee Taxes, FICA,SUTA,SDI	475,319.81
66002 · FASIS Workers Comp Emp Asst	131,593.44
66003 · Payroll Service	3,359.41
66004 · Health Benefit Costs	47,515.85
66005 · 457 Retirement Costs	118,167.91
66006 · VC FF Association Fees	9,749.00
<b>Total 66000 · PAYROLL EXPENSES</b>	<b>794,431.71</b>
Engines & Equipment	
70004 · Fire Station Development Costs	382,018.20
70005 · New Station Consulting	19,305.00
70006 · Fire Station PPE Lockers	9,257.00
70007 · Fire Station Electrical Resilia	118,144.00
70008 · MDC Replacement Program	19,798.66
<b>Total Engines &amp; Equipment</b>	<b>548,522.86</b>
<b>Total Expense</b>	<b>2,862,407.36</b>
<b>Net Ordinary Income</b>	<b>827,940.01</b>
<b>Net Income</b>	<b>827,940.01</b>