

# **VALLEY CENTER FIRE PROTECTION DISTRICT**



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

**Thursday – June 15, 2023 at 6:00 p.m.**

**Valley Center Fire Protection District Board of Directors**  
**REGULAR MEETING AGENDA**  
**June 15, 2023 / 6:00 p.m.**

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. 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.*

**5. PROCLAMATIONS AND PRESENTATIONS**

Badge Pinning

**6. 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 May 18, 2023

**Standing Item – Review and Approve**

**7. STAFF REPORTS**

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

**8. OLD BUSINESS**

- A. Discussion and adoption of Updated Board Policies and Procedures.

**9. NEW BUSINESS**

- A. Public Hearing on Petition for Annexation of Territory to CFD 2008-01 and related matters, proposal to adopt Resolution NO. 2023-16 (Airflight).
- B. Proposal to adopt Resolution 2023-17 to Participate In The County Of San Diego Fire Mitigation Fee Program For Fiscal Year 2023-2024 And Adopt A Capital Improvement Plan For The Use Of Fire Mitigation Fee Revenue.
- C. Proposal to adopt Resolution NO 2023-18 Identifying The Terms And Conditions For Fire Department Response Away From Their Official Duty Station And Assigned To An Emergency Incident in the form and content as attached hereto.
- D. Proposal to adopt Resolution 2023-19 Acknowledging Receipt Of A Report Made By Fire Chief Josef Napier of Certain Occupancies Required To Perform Annual Inspections In

Such Occupancies Pursuant To Sections 13146.2 And 13146.3 Of The California Health and Safety Code, in the form and content as attached hereto.  
E. Final reading of the FY 23-24 Budget

**10. TREASURER'S REPORT**

Review of Fiscal Recap for May 2023

**11. CLOSED SESSION**

Personnel Matters and Contract Negotiations - Review of the labor negotiations with VCFA Local 5187 MOU -

A. 54957.7. *Announcement prior to Closed Session:*

- (a) *Prior to holding any closed session, the legislative body of the local agency shall disclose, in an open meeting, the item or items to be discussed in the closed session. The disclosure may take the form of a reference to the item or items as they are listed by number or letter on the agenda. In the closed session, the legislative body may consider only those matters covered in its statement. Nothing in this section shall require or authorize a disclosure of information prohibited by state or federal law.*
- (b) *After any closed session, the legislative body shall reconvene into open session prior to adjournment and shall make any disclosures required by Section 54957.1 of action taken in the closed session.*
- (c) *The announcements required to be made in open session pursuant to this section may be made at the location announced in the agenda for the closed session, as long as the public is allowed to be present at that location for the purpose of hearing the announcements.*

**12. ANNOUNCEMENT OF CLOSED SESSION ACTIONS**

**13. BOARD OF DIRECTORS COMMENTS**

**14. 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 – July 20, 2023**

## **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  
May 18, 2023 / 6:00 p.m.**

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

1. Call to Order at 6:00 p.m.
2. Roll Call:  
Mike O'Connor - Present  
Gina Roberts – Present  
Phil Bell – Present  
Robb Rattray - Present  
Steve Hutchison – Absent
3. Pledge of Allegiance – led by Chief Napier
4. Public Comment – None
5. Consent Calendar – The consent calendar, containing the minutes from the Regular Meeting April 20, 2023, Resolution NO 2023-13 (Airflight) on Intention to Annex Territory to CFD 2008-1, Ordinance 63 regarding Fire Service Availability and Standby Cost of Living Increase and Resolution 2023-15 regarding Community Facility District 2000-01 Annual Increase for Fire Suppression and Fire Protection Services, after motion made and seconded, and a roll call vote, was approved unanimously by Directors Rattray, Bell, Roberts and O'Connor.
6. 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. Fire Station Project Monthly Update – Chief Napier presented the construction update
  - D. Community Risk Reduction Division Report – Chief Davidson presented his report.
  - E. Valley Center Firefighters Association Report – the Association's highlights were presented by Chief Napier. The firefighters who volunteered for the calendar have had their pictures taken and posted on the calendar mockup, which the fire chief signed off on. Some of the members attended the Cal JAC conference learned about state funding for training and made great connections with fellow locals. They are

getting more support for the 6% of the 1% at the union level and continuing conversations with California Professional Firefighters for their support. They are continuing MOU negotiations. They are going to participate in Western Days Chili Cook-off.

7. Old Business – Discussion and adoption of Updated Board Policies and Procedures is tabled until the June meeting.
8. 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, Resolution NO. 2023-14 (Cool Water Ranch) was approved unanimously by the Board members present.
  - B. The second reading of Ordinance 62 Adopting Fees For Services By Reference To The California Health and Safety Code Sections §13916 and §13919, to update the District Fee Schedule, was held. After motion made and seconded, Ordinance 62 was approved unanimously by the Directors Rattray, Bell, Roberts and O'Connor.
  - C. After a discussion was held, it was decided by the Board to not award an annual stipend to its members, but that it may be revisited at a later date.
  - D. The second reading of the FY 2023-24 budget was held. Chief Davidson noted that the updated actuals are more reflective of the year.
9. Treasurers Report – Director O'Connor presented the Treasurer's Report. After a motion made and seconded, the Treasurer's Report was unanimously approved by the Board members present.
10. Closed Session – 7:03 pm - A Closed Session was held to discuss Personnel Matters and Contract Negotiations.
11. Announcement of Closed Session Actions – 7:33 pm – Open Session – After the Closed Session, Director Bell directed counsel to continue negotiations for the contract with SDG&E, continue the investigation into the title issues with the new station property and directed the fire chief to continue with labor negotiations and the new MOU. He also announced no action was taken concerning personnel matters.
12. Board of Directors Comments

Director O'Connor commented to keep up the good work and that the budget looks good.

Director Roberts is impressed with how this organization operates. Got some loose plates on Lilac fixed quickly. She appreciates the good work everyone is doing.

Director Rattray enjoys working with everyone, sees quality top to bottom. Glad to be a part of this.

Director Bell said it was interesting to note that the multiple calls were over 50%. It is obviously going to get more intense. All the work on the 6% of the 1% takes focus to do day to day.

Adjournment – 7:38 p.m.

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Regina Roberts, Secretary

**NEXT REGULAR MEETING: June 15, 2023**

## **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)



June 15, 2023

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

1. The Valley Center Fire Department had another busy month with Emergency Incidents, Station Tours, School Demos, Business Inspections, Community Meetings, Training, Type 3 Apparatus Inspection, Facilities Projects and the CFED Fire, EMS and Disaster Conference.
2. ALS Program: CFED, Wellness, Cordico reconfiguration
3. Operational Area Update: County Wildland Drill
4. Local and Regional Training: Drill Days at Pala and Company Performance Drills (ISO)
5. Cal Fire Valley Center Battalion: Station 71 will staff with 1 type 3 engine with 3/0 staffing through June 15th with full staffing expected in July.
6. Law Enforcement / Fire /Tribal Interagency Operations:
7. Fire Station 3 Development: County Plan Check Review: Plans have been turned back over to the County to assure we have complied with their plan check comments.
8. The New Mitigation Rates passed the second reading at the County Board of Supervisors

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: May, 2023

### Monthly Incident Data:

|   | VCFPD<br>Station 1<br>E161 | VCFPD<br>Station 2<br>E162     | VCFPD<br>Station 2<br>OES WT     | VCFPD<br>Station 2<br>RS162     | VCFPD<br>Admin<br>Command                 | VCFPD<br>Admin<br>Prevention   | Auto Aid<br>Received             | Auto Aid<br>Given               | Total<br>Incidents              | Turnout<br>Time                | Travel<br>Time                 | Response<br>Time               |
|---|----------------------------|--------------------------------|----------------------------------|---------------------------------|---|--------------------------------|----------------------------------|---------------------------------|---------------------------------|--------------------------------|--------------------------------|--------------------------------|
|   | Total<br>Incidents         | Total<br>Incidents             | Total<br>Incidents               | Total<br>Incidents              | Total<br>Incidents                        | Total<br>Incidents             | Total<br>Incidents               | Total<br>Incidents              | Total<br>VCFPD<br>Incidents     | 90 <sup>th</sup><br>Percentile | 90 <sup>th</sup><br>Percentile | 90 <sup>th</sup><br>Percentile |
| JAN                                       | 136                        | 57                             | 0                                | 96                              | 13  | 3                              | 42                               | 40                              | 222                             | 0:2:15                         | 0:10:29                        | 0:12:43                        |
| FEB                                       | 86                         | 44                             | 0                                | 64                              | 6   | 2                              | 33                               | 29                              | 162                             | 0:2:12                         | 0:10:16                        | 0:11:58                        |
| MAR                                       | 110                        | 58                             | 0                                | 72                              | 5   | 2                              | 42                               | 39                              | 192                             | 0:2:16                         | 0:10:58                        | 0:12:25                        |
| APR                                       | 123                        | 47                             | 0                                | 74                              | 4   | 2                              | 44                               | 32                              | 208                             | 0:2:11                         | 0:11:32                        | 0:12:54                        |
| MAY                                       | 106                        | 52                             | 0                                | 68                              | 10  | 3                              | 38                               | 35                              | 187                             | 0:2:00                         | 0:10:56                        | 0:12:47                        |
| JUN                                       |                            |                                |                                  |                                 |   |                                |                                  |                                 |                                 |                                |                                |                                |
| JUL                                       |                            |                                |                                  |                                 |   |                                |                                  |                                 |                                 |                                |                                |                                |
| AUG                                       |                            |                                |                                  |                                 |   |                                |                                  |                                 |                                 |                                |                                |                                |
| SEP                                       |                            |                                |                                  |                                 |   |                                |                                  |                                 |                                 |                                |                                |                                |
| OCT                                       |                            |                                |                                  |                                 |   |                                |                                  |                                 |                                 |                                |                                |                                |
| NOV                                       |                            |                                |                                  |                                 |   |                                |                                  |                                 |                                 |                                |                                |                                |
| DEC                                       |                            |                                |                                  |                                 |   |                                |                                  |                                 |                                 |                                |                                |                                |
| Last Month<br>Incidents                   | 110                        | 58                             | 0                                | 72                              | 5   | 2                              | 42                               | 39                              | 192                             | 0:2:16                         | 0:11:32                        | 0:12:54                        |
| 2022 Year<br>End Total                    | 1323                       | 664                            | 10                               | 927                             | 116                                       | 31                             | 560                              | 364                             | 2293                            | 0:2:22                         | 0:13:53                        | 0:15:19                        |
| 2023<br>Year to Date                      | 561                        | 258                            | 0                                | 374                             | 38  | 12                             | 199                              | 175                             | 971                             | 0:2:16                         | 0:11:18                        | 0:12:51                        |
| 2023 YTD %<br>Change                      |                            |                                |                                  |                                 |   |                                |                                  |                                 |                                 |                                |                                |                                |
| Concurrent<br>Incidents                   | Total<br>Incidents         | Two<br>Concurrent<br>Incidents | Three<br>Concurrent<br>Incidents | Four<br>Concurrent<br>Incidents | Five<br>Concurrent<br>Incidents           | Two<br>Concurrent<br>Incidents | Three<br>Concurrent<br>Incidents | Four<br>Concurrent<br>Incidents | Five<br>Concurrent<br>Incidents |                                |                                |                                |
| 2023<br>Monthly<br>Total                  | 187                        |                                |                                  |                                 |   | %                              | %                                | %                               | %                               |                                |                                |                                |
| 2023<br>Ambulance<br>Responses<br>Monthly | Mercy<br>Medic 11          | Mercy<br>Medic 70              | Mercy<br>Medic 71                | Mercy<br>Medic 75               | Rincon Fire<br>Rescue<br>Ambulance<br>181 | Vista<br>Fire Medic<br>123     | Mercy Air                        | Total Unit<br>Responses         | Total Unit<br>Transports        | 90th<br>Percentile<br>Turnout  | 90th<br>Percentile<br>Travel   | 90th<br>Percentile<br>Response |
| Ambulance<br>Transports                   | 5                          | 7                              | 54                               | 4                               | 0   | 1                              | 0                                | 140                             | 71                              | 0:3:56                         | 0:17:17                        | 0:21:08                        |

### Firefighters in the program: 36

- Firefighter Driver Operators: 1
- Firefighter Paramedics: 12
- Firefighter EMTs: 24
- Fire Explorers: 6

### Apparatus and Equipment:

#### **Station 1:**

- E-161 – In Service
  - C-1601 - In Service
  - C-1602 - In Service
  - P-1650 - In Service
- CP-1616 - In Service  
E169 – In Reserve  
C-1603 – In Reserve  
BR161 – In Training Status

#### **Station 2:**

- E-162 – OOS Radiator and Transmission
  - S-162 – In Service
- E-168 – In Service  
OES WT62 - In Service

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### **Special Training and Future Community Events:**

- Valley Center Fire Safe Council: Chipping Days: June 24, 2023
- Planning Group Evacuation Sub-Committee Meeting: June 25, 2023 via Zoom: 6:30pm
- Valley Center Fire and SDG&E Wildland Fire Safety Day at Bates Nut Farm: August 26 0900-1400
- Patriot Day Celebration and Reading of the Names: Monday, September 11, 2023 Fire Station 1, 0830
- 20 Year Paradise Fire Remembrance: October 26, 2023, Location and Time TBD
- Annual Christmas Party: Saturday, December 2, 2023 from 5pm to 7:30pm, Location TBD

### **Legislative / Political Updates:**

CDSA 6% of the 1% Presentation: August 17, 2023 1800 hours

FDAC 6% of the 1% Presentation: No Support

### **Grants/Awards FY-21-23:**

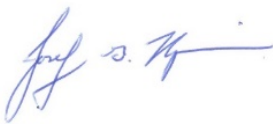
- AFG Prevention Grant Application FY2021: Awarded: Migrant Outreach Program
- Safer Grant Application FY2022: In Process
- Health and Safety Grant FY2022: Opened in May
- AFG Grant Application FY2022: In Process

### **Significant Incidents/Station Activities:**

- Working Structure Fire: 14077 Kelowna
- Rescue Traffic Collision: Crown Hill Lane
- Vegetation Fire: 15954 Woods Valley Road
- Expanded Rescue Traffic Collision: Anthony Road and Lilac Road
- Vehicle vs Pedestrian: Lilac Road near Lake Hideaway Road

### **Trauma Intervention Program (TIP):**

- 4 TIP responses for the month of May, 2023 to Valley Center. Tip is responding directly to the scene or hospital as requested by our Fire Captains and the Sheriff's Department.



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

## MEMORANDUM

DATE: June 8, 2023  
TO: Joe Napier, Fire Chief, Valley Center Fire Protection District  
FROM: Robin Biglione, Biglione Construction Management  
SUBJECT: Update on Erickson-Hall Design-Build Agreement Progress

The status of each project is addressed below.

### Temporary Fire Station No. 3

Plan check comments were received April 26, 2023. The project team is nearly done addressing the County's comments. Late this week, or early next week, the Temporary Fire Station No. 3 plans will be resubmitted to the County to expedite the project. The County's comments on Fire Stations No. 1 and 2 included accessibility comments, which are taking longer to address than the comments received on Temporary Fire Station No. 3.

Agency clearances have been provided by the School District and the Water District. The plans for the septic system have been approved by the County Health Department. The plans for electric service have been approved by SDG&E.

### Fire Station No. 1

Plan check comments were received on April 26, 2023.

On May 4, 2023, the design-build team and Biglione CM met with the County building plan checker and got clarification of some of the accessibility comments related to the need for accessible restrooms and accessible parking. The team is still working on getting clarification of requirements for accessibility from the building entrances to the public way.

The design team is working on the design of accessible restrooms. Based on the field studies conducted by Erickson-Hall, more extensive design work, beyond the scope of the current design contract with Erickson-Hall, is anticipated for work on accessible parking and accessibility from building entrances to the public way.

### Fire Station No. 2

Plan check comments were received on April 26, 2023. See discussion of accessibility issues under Fire Station No. 1.

### Next Steps

1. Continue working on the Conditions of Approval provided by County staff when the building plans were accepted. They are extensive and will require a significant amount of paperwork. Erickson-Hall is working on it to avoid last minute issues.

2. Respond to plan check comments from the County as soon as possible, resubmit Fire Station No. 3 plan check corrections in advance of the corrections for Fire Stations 1 and 2
3. Provide a scope and cost for design revisions and a rough order of magnitude construction cost to address accessibility comments for Fire Stations 1 and 2





## Community Risk Reduction Division - Fire Marshal's Report

May 2023

Significant Events since last report:

- 5th Wheel Fire
- Solar Farm Fire
- Weed Program
- Western Days

### Business of Prevention in May 2023

| Item Name  | Qty       |
|--|-----------|
| <b>3.1.1 Commercial Plans (Building or sprinkler plans and resubmittals)</b>             | <b>1</b>  |
| <b>3.3.11 Commercial Fire False Alarm</b>  | <b>2</b>  |
| <b>4.3 Business License Inspection/Reinspection (Engine Company Inspection)</b>          | <b>5</b>  |
| <b>AB-38 Defensible Space Inspection</b>   | <b>5</b>  |
| <b>2.2.1 New Residential or Remodel Plan Review (Any type, includes inspections)</b>     | <b>1</b>  |
| <b>2.1.1 New Residential or Remodel Plan Review (Any type, includes inspections)</b>     | <b>15</b> |
| <b>2.1.3 Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (Includes 2 inspections)</b> | <b>15</b> |
| <b>2.3.2 Accessory Dwelling Unit Plan Review (Includes 2 inspections)</b>                | <b>4</b>  |

As of 6/6/2023 (One day of inspections)

2023 VCFPD Vegetation Management Program

Parcels Inspected

**56**

Letters Sent

**3**

2nd Inspection

**0**

DSpace Issues

**2**

Road/Driveway Clearance

**2**

Palm Trees

**1**

Rubbish

**1**

Knox

**0**









# Park Circle / Orchard Run Development Status Report

06/06/2023

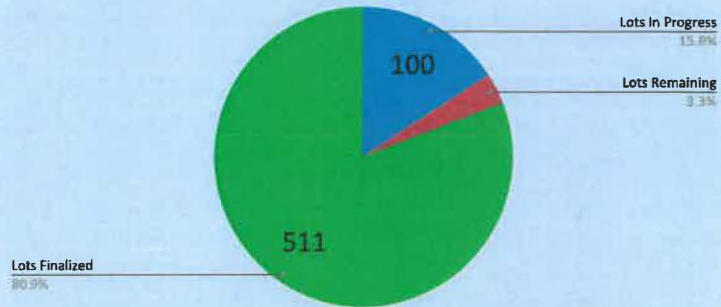
|                         |                |
|-------------------------|----------------|
| Total Lots in Project   | 632            |
| Lots Sold to Developers | 632            |
| Lots Unsold             | 0              |
| Lots In Progress        | 100            |
| Lots Remaining          | 21             |
| Lots Finalized          | 511            |
| Mitigation Total        | \$1,045,122.30 |
| Mitigation Remaining    | \$40,914.36    |
| Mitigation Complete     | \$1,004,207.94 |
| Plan Check Total        | \$376,040.00   |
| Plan Check Remaining    | \$12,495.00    |
| Plan Check Complete     | \$363,545.00   |

Park Circle/Orchard Run Lots

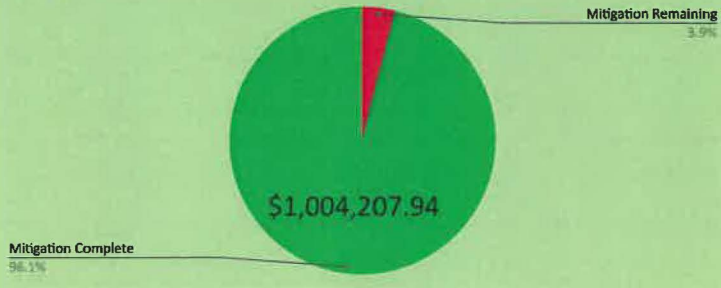


| Inspections Remaining        |          |       |       |
|------------------------------|----------|-------|-------|
| Hydrostatic Remaining:       |          |       | 126   |
| Finals Remaining:            |          |       | 121   |
| Total inspections remaining: |          |       | 247   |
| Plan Reviews and Inspections |          |       |       |
| Month                        | Plan Chk | Hydro | Final |
| December 2020                | 11       | 3     | 0     |
| January 2021                 | 3        | 4     | 3     |
| February 2021                | 16       | 0     | 0     |
| March 2021                   | 45       | 5     | 0     |
| April 2021                   | 0        | 9     | 3     |
| May 2021                     | 60       | 2     | 8     |
| June 2021                    | 19       | 14    | 6     |
| July 2021                    | 21       | 30    | 0     |
| August 2021                  | 63       | 18    | 25    |
| September 2021               | 21       | 23    | 12    |
| October 2021                 | 36       | 32    | 4     |
| November 2021                | 0        | 39    | 26    |
| December 2021                | 68       | 29    | 32    |
| January 2022                 | 14       | 33    | 8     |
| February 2022                | 21       | 27    | 35    |
| March 2022                   | 49       | 24    | 60    |
| April 2022                   | 36       | 22    | 21    |
| May 2022                     | 17       | 42    | 19    |
| June 2022                    | 7        | 19    | 25    |
| July 2022                    | 24       | 33    | 19    |
| August 2022                  | 21       | 19    | 50    |
| September 2022               | 15       | 35    | 23    |
| October 2022                 | 0        | 2     | 22    |
| November 2022                | 4        | 16    | 21    |
| December 2022                | 0        | 10    | 27    |
| January 2023                 | 5        | 6     | 7     |
| February 2023                | 0        | 5     | 7     |
| March 2023                   | 10       | 0     | 16    |
| April 2023                   | 0        | 4     | 0     |
| May 2023                     | 19       | 16    | 17    |
| June 2023                    | 0        | 5     | 5     |
| July 2023                    | 0        | 0     | 0     |
| August 2023                  | 0        | 0     | 0     |
| September 2023               | 0        | 0     | 0     |
| Totals                       | 605      | 526   | 501   |

Park Circle/Orchard Run Lots in Development



Park Circle/Orchard Run Mitigation Totals



Park Circle/Orchard Run Plan Check Fees

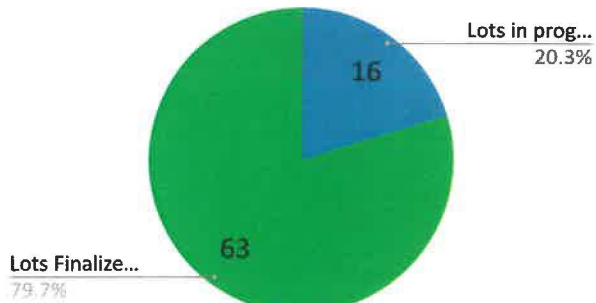


## Park Circle Development - Trailside (Beazer)

Mirar De Valle / VC Road

| Date: 06/06/2023      |              |
|-----------------------|--------------|
| Total Lots:           | 79           |
| Lots in progress:     | 16           |
| Lots Remaining        | 0            |
| Lots Finalized:       | 63           |
| Mitigation Total:     | \$127,892.32 |
| Mitigation Remaining: | \$0.00       |
| Mitigation Complete:  | \$127,892.32 |
| Plan Check Total:     | \$47,005.00  |
| Plan Check Remaining: | \$0.00       |
| Plan Check Complete:  | \$47,005.00  |

Beazer - Trailside Lots



| Inspections Remaining |    |
|-----------------------|----|
| Hydros Remaining:     | 11 |
| Finals Remaining:     | 16 |
| Total:                | 27 |

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                   | 10       | 0     | 5     |
| April 2022                   | 20       | 8     | 0     |
| May 2022                     | 0        | 0     | 10    |
| June 2022                    | 0        | 6     | 0     |
| July 2022                    | 0        | 0     | 8     |
| August 2022                  | 0        | 4     | 0     |
| September 2022               | 15       | 10    | 0     |
| October 2022                 | 0        | 0     | 10    |
| November 2022                | 0        | 0     | 0     |
| December 2022                | 0        | 10    | 10    |
| January 2023                 | 5        | 0     | 0     |
| February 2023                | 0        | 5     | 0     |
| March 2023                   | 0        | 0     | 10    |
| April 2023                   | 0        | 0     | 0     |
| May 2023                     | 0        | 5     | 0     |
| June 2023                    | 0        | 5     | 0     |
| July 2023                    | 0        | 0     | 0     |
| August 2023                  | 0        | 0     | 0     |
| September 2023               | 0        | 0     | 0     |
| Totals                       | 79       | 68    | 53    |

Beazer Trailside Plan Check Fees



## Orchard Run Development - Sundance (KB Homes)

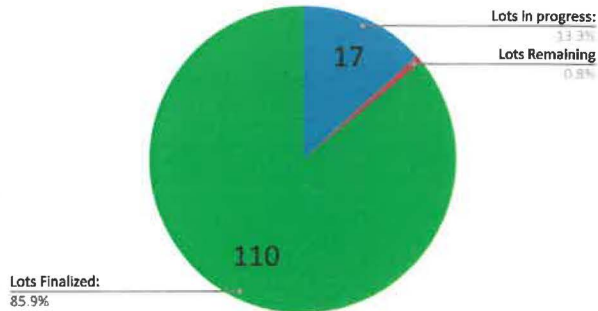
Mirar De Valle

| Date: 06/06/2023      |              |
|-----------------------|--------------|
| Total Lots:           | 128          |
| Lots in progress:     | 17           |
| Lots Remaining:       | 1            |
| Lots Finalized:       | 110          |
| Mitigation Total:     | \$218,544.00 |
| Mitigation Remaining: | \$1,597.32   |
| Mitigation Complete:  | \$216,946.68 |
| Plan Check Total:     | \$76,160.00  |
| Plan Check Remaining: | \$595.00     |
| Plan Check Complete:  | \$75,565.00  |

| Inspections Remaining |    |
|-----------------------|----|
| Hydros Remaining:     | 3  |
| Finals Remaining:     | 18 |
| Total:                | 21 |

| 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     | 14    |
| September 2021               | 0        | 4     | 7     |
| October 2021                 | 15       | 13    | 0     |
| November 2021                | 0        | 0     | 10    |
| December 2021                | 17       | 0     | 7     |
| January 2022                 | 0        | 15    | 0     |
| February 2022                | 0        | 4     | 9     |
| March 2022                   | 26       | 0     | 10    |
| April 2022                   | 0        | 7     | 0     |
| May 2022                     | 0        | 16    | 0     |
| June 2022                    | 0        | 6     | 10    |
| July 2022                    | 0        | 17    | 11    |
| August 2022                  | 0        | 10    | 12    |
| September 2022               | 0        | 9     | 5     |
| October 2022                 | 0        | 0     | 0     |
| November 2022                | 0        | 0     | 10    |
| December 2022                | 0        | 0     | 2     |
| January 2023                 | 0        | 0     | 0     |
| February 2023                | 0        | 0     | 0     |
| March 2023                   | 0        | 0     | 0     |
| April 2023                   | 0        | 0     | 0     |
| May 2023                     | 0        | 6     | 0     |
| June 2023                    | 0        | 0     | 0     |
| July 2023                    | 0        | 0     | 0     |
| August 2023                  | 0        | 0     | 0     |
| September 2023               | 0        | 0     | 0     |
| Totals                       | 127      | 125   | 110   |

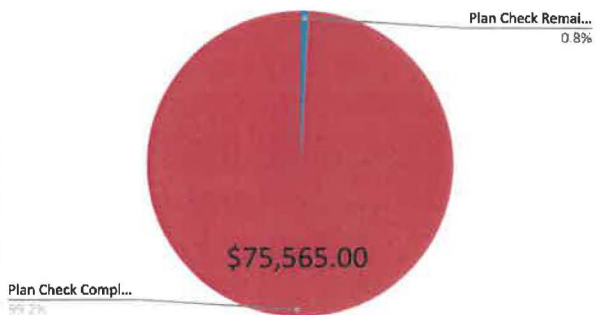
KB Lots



KB Mitigation Totals



KB Plan Check Fees



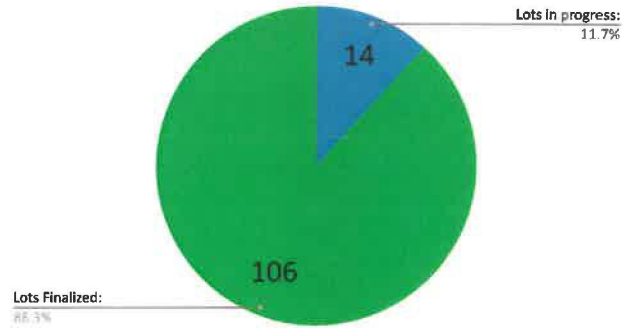


## Park Circle Development - Kyra (Meritage)

Lilac Rd / Betsworth

| Date: 06/06/2023      |              |
|-----------------------|--------------|
| Total Lots:           | 120          |
| Lots in progress:     | 14           |
| Lots Remaining        | 0            |
| Lots Finalized:       | 106          |
| Mitigation Total:     | \$203,004.06 |
| Mitigation Remaining: | \$0.00       |
| Mitigation Complete:  | \$203,004.06 |
| Plan Check Total:     | \$71,400.00  |
| Plan Check Remaining: | \$0.00       |
| Plan Check Complete:  | \$71,400.00  |

Meritage (Kyra) Lots



| Inspections Remaining |    |
|-----------------------|----|
| Hydros Remaining:     | 28 |
| Finals Remaining:     | 14 |
| Total:                | 42 |

Meritage (Kyra) 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                     | 2        | 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     | 20    |
| April 2022                   | 0        | 2     | 0     |
| May 2022                     | 0        | 10    | 0     |
| June 2022                    | 7        | 4     | 0     |
| July 2022                    | 24       | 12    | 0     |
| August 2022                  | 21       | 2     | 14    |
| September 2022               | 0        | 9     | 14    |
| October 2022                 | 0        | 2     | 8     |
| November 2022                | 0        | 13    | 7     |
| December 2022                | 0        | 0     | 11    |
| January 2023                 | 0        | 6     | 7     |
| February 2023                | 0        | 0     | 6     |
| March 2023                   | 0        | 0     | 6     |
| April 2023                   | 0        | 0     | 0     |
| May 2023                     | 0        | 0     | 1     |
| June 2023                    | 0        | 0     | 0     |
| July 2023                    | 0        | 0     | 0     |
| August 2023                  | 0        | 0     | 0     |
| September 2023               | 0        | 0     | 0     |
| Totals                       | 120      | 92    | 106   |

Meritage (Kyra) Plan Check Fees



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

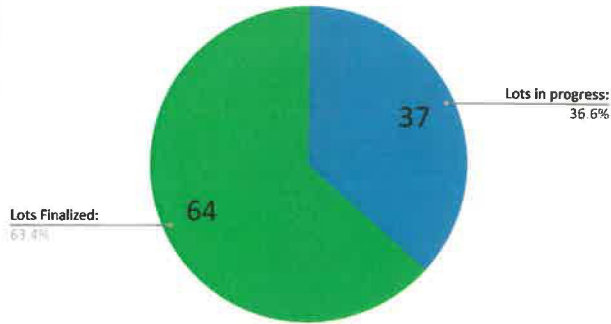
Mirar De Valle

| Date: 06/06/2023      |              |
|-----------------------|--------------|
| Total Lots:           | 101          |
| Lots in progress:     | 37           |
| Lots Remaining        | 0            |
| Lots Finalized:       | 64           |
| Mitigation Total:     | \$193,909.66 |
| Mitigation Remaining: | \$0.00       |
| Mitigation Complete:  | \$193,909.66 |
| Plan Check Total:     | \$60,095.00  |
| Plan Check Remaining: | \$0.00       |
| Plan Check Complete:  | \$60,095.00  |

| Inspections Remaining |    |
|-----------------------|----|
| Hydros Remaining:     | 36 |
| Finals Remaining:     | 37 |
| Total:                | 73 |

| 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        | 4     | 0     |
| February 2022                | 0        | 4     | 4     |
| March 2022                   | 13       | 8     | 4     |
| April 2022                   | 0        | 5     | 4     |
| May 2022                     | 17       | 10    | 3     |
| June 2022                    | 0        | 2     | 5     |
| July 2022                    | 0        | 4     | 0     |
| August 2022                  | 0        | 3     | 16    |
| September 2022               | 0        | 7     | 4     |
| October 2022                 | 0        | 0     | 4     |
| November 2022                | 4        | 3     | 4     |
| December 2022                | 0        | 0     | 4     |
| January 2023                 | 0        | 0     | 0     |
| February 2023                | 0        | 0     | 1     |
| March 2023                   | 10       | 0     | 0     |
| April 2023                   | 0        | 4     | 0     |
| May 2023                     | 19       | 5     | 0     |
| June 2023                    | 0        | 0     | 5     |
| July 2023                    | 0        | 0     | 0     |
| August 2023                  | 0        | 0     | 0     |
| September 2023               | 0        | 0     | 0     |
| Totals                       | 101      | 65    | 64    |

Richmond American Lots



Richmond American Mitigation Totals



Richmond American Plan Check Fees





## Orchard Run Development - Wildflower Multifamily (Infill Development)

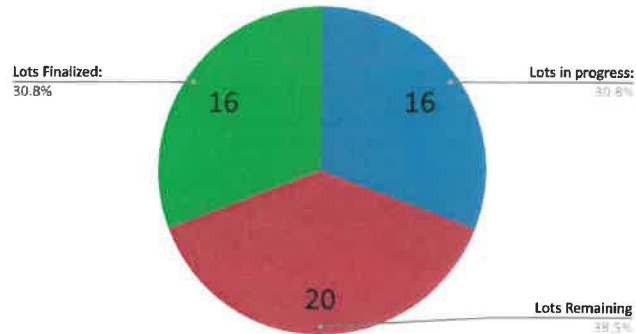
Mirar De Valle

| Date: 06/06/2023      |             |
|-----------------------|-------------|
| Total Lots:           | 52          |
| Lots in progress:     | 16          |
| Lots Remaining:       | 20          |
| Lots Finalized:       | 16          |
| Mitigation Total:     | \$56,791.28 |
| Mitigation Remaining: | \$39,317.04 |
| Mitigation Complete:  | \$17,474.24 |
| Plan Check Total:     | \$30,940.00 |
| Plan Check Remaining: | \$11,900.00 |
| Plan Check Complete:  | \$19,040.00 |

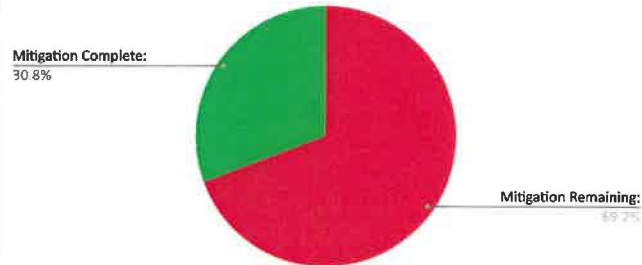
| Inspections Remaining |    |
|-----------------------|----|
| Hydros Remaining:     | 48 |
| Finals Remaining:     | 36 |
| Total:                | 84 |

| 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       | 4     | 0     |
| November 2021                | 0        | 4     | 0     |
| December 2021                | 0        | 4     | 0     |
| January 2022                 | 0        | 4     | 0     |
| February 2022                | 0        | 4     | 0     |
| March 2022                   | 0        | 4     | 0     |
| April 2022                   | 16       | 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                 | 0        | 0     | 0     |
| February 2023                | 0        | 0     | 0     |
| March 2023                   | 0        | 0     | 0     |
| April 2023                   | 0        | 0     | 0     |
| May 2023                     | 0        | 0     | 16    |
| June 2023                    | 0        | 0     | 0     |
| July 2023                    | 0        | 0     | 0     |
| August 2023                  | 0        | 0     | 0     |
| September 2023               | 0        | 0     | 0     |
| Totals                       | 32       | 24    | 16    |

Infill Lots



Infill Mitigation Totals



Infill Plan Check Fees



**OLD BUSINESS**

**BOARD OF DIRECTORS' PACKET**

**VALLEY CENTER FIRE PROTECTION DISTRICT**



**Valley Center Fire Protection District**  
**Board of Directors**  
**Policies and Procedures Manual**

**Valley Center Fire Protection District Board Of Directors  
Policies and Procedures Manual**

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# **Valley Center Fire Protection District Board Of Directors**

## **Policies and Procedures Manual**

### **1. Purpose of the Board of Directors' Policies and Procedures**

- 1.1. The purpose of these policies and procedures is to supplement state law and to provide specific rules for the actions of the Board of Directors of the Valley Center Fire Protection District of San Diego County [VCFPD], by a means that is fair, fiscally responsible and protective of the interests of the people served by the Valley Center Fire Protection District.
- 1.2. Directors' Responsibility-As elected members of the Valley Center Fire Protection District Board, directors are agents of the public purpose and serve for the benefit of the public. They shall uphold the Constitutions of the United States and of the State of California and shall impartially carry out the laws of the United States, the State of California, and the Valley Center Fire Protection District. In any official act, they shall faithfully discharge their duties recognizing that the public interest and trust are paramount. Directors must demonstrate the highest standards of ethics and be cognizant of the fiduciary responsibilities of their position.
- 1.3. Basis of Authority - The Board of Directors is the unit of authority within the District. Directors do not represent any fractional segment of the community, but are, instead, a part of the body that represents and acts in the best interest of the community as a whole. Apart from their normal function as members of the board unit, directors have no individual authority. As individuals, directors have no authority to commit the district to any policy, act or expenditure.

### **2. Organizational Structure of VCFPD**

- 2.1. Board of Directors - The Board of Directors shall consist of five members elected by the district's constituents. The Board of Directors broadly has the responsibility and authority to create and implement district policies, establish an annual budget, implement ordinances, enter into joint powers agreements and administratively supervise and review the Fire Chief.
- 2.2. Fire Chief - The Fire Chief reports to the Board of Directors and has responsibility and authority for all operational aspects of the District.

# **Valley Center Fire Protection District Board Of Directors**

## **Policies and Procedures Manual**

### **3. Organization of the Board of Directors**

3.1 Election and Terms - Directors are elected to four-year terms in two classes so that approximately half of the board is elected every two years on the same day as the statewide general election. All elections and terms shall comply with AB-182 "California Voting Rights Act of 2001". The Valley Center Fire Protection District is divided into five voting districts that are intended to reflect the demographic diversity of the community. Each voting district will elect one Board Member. Board members must be a resident of the voting district in which they are elected. If there are no candidates for a particular voting district, the voting district will be declared vacant and a Board Member will be selected according to section 3.3 below. In the case of a vacancy, a Board Member need not be a resident of the voting district with the vacancy.

3.2 Officers - At the December meeting following the election of new Directors and at the last scheduled meeting of the calendar year (during a non-election year), the Board shall elect from among its members a President, Vice-President and Secretary to serve until the election of her /his successor. Assumption of the Board officer positions is effective at the conclusion of the meeting of the Board of Directors at which the election occurred. If in an election year, the election must be validated by the SD County Registrar of Voters prior to empanelment.

Once elected, Board Officers shall serve in their elected position for a one-year term. Board Officers may be removed from a Board Officer position by a 4/5 vote of the Board (4 out of 5 members).

#### **3.2.1 President: Duties/Responsibilities**

3.2.1.1 The President of the Board of Directors shall serve as the presiding officer at all Board meetings. She/he shall have the same rights as the other members of the Board to vote, introduce motions, resolutions and ordinances, and to join discussion of questions that follow those actions.

3.2.1.2 The President, while presiding, will recognize according to policy 5.4 all those wishing to speak to an action item on the agenda, with the understanding that time limitations may need to be applied.

3.2.1.3 The President shall appoint members to the standing and ad hoc committees of the Board with the concurrence of a majority of the Board members present.

## **Valley Center Fire Protection District Board Of Directors Policies and Procedures Manual**

3.2.1.4 The President shall, in consultation with the Fire Chief, prepare the agendas for regular and special meetings of the Board.

3.2.1.5 The President shall act as the spokesperson for the Board when public statements about Board actions are necessary.

### **3.2.2 Vice-President: Duties/Responsibilities**

3.2.2.1 The Vice-President shall, in the absence of the President, serve as the presiding officer at all Board meetings. She/he shall have the same rights as the other members of the Board to vote, introduce motions, resolutions and ordinances, and to join discussion of questions that follow those actions.

3.2.2.2 The Vice-President shall, in the absence of the President, appoint members to the standing and ad hoc committees of the Board with the concurrence of a majority of the Board members present.

3.2.2.3 The Vice-President shall, in the absence of the President, prepare the agendas for regular or special meetings of the Board, in consultation with the Fire Chief.

3.2.2.4 The Vice-President shall, in the absence of the President, act as the spokesperson for the Board when public statements about Board actions are necessary.

### **3.2.3 Secretary: Duties/Responsibilities**

3.2.3.1 The Secretary is responsible for signing all legal documents as required.

3.2.3.2 The Secretary, in conjunction with the District Administrative Assistant, is responsible for the publication of legal notices, appropriate actions, certifications and filing of documents, [e.g., budgets, election reports, audits, resolutions and other legal documents].

3.2.3.3 The Secretary is responsible for receiving and answering all Board correspondence as directed by the President.

3.2.3.4 In the absence of both the President and Vice President, the Secretary shall serve as the presiding officer at regular and special Board meetings.



## **Valley Center Fire Protection District Board Of Directors**

### **Policies and Procedures Manual**

#### **3.2.4 Treasurer: Duties/Responsibilities**

3.2.4.1 The Treasurer shall chair the Finance Committee of the Board

3.2.4.2 The Treasurer, in cooperation with the Fire Chief, shall prepare a monthly update of income and expenditures recorded in connection with the annual budget items for the current fiscal year. This report shall be presented at the monthly Board meetings.

3.2.4.3 The Treasurer shall review all income and expenditures of the district. The Treasurer shall convene the Finance Committee to review all proposed and extant expenditures that are not a part of the approved annual budget and prepare a report to the full Board to be presented at the next scheduled meeting.

#### **3.3 Vacancies**

Vacancies on the Board will be filled in a manner that is consistent with California Government Code: TITLE 1. GENERAL [§100 - §7914] (Title 1 enacted by Stats. 1943, Ch. 134.) *DIVISION 4. PUBLIC OFFICERS AND EMPLOYEES [§1000 - §3599]* (Division 4 enacted by Stats. 1943, Ch. 134.) *CHAPTER 4. Resignations and Vacancies [§1750 - §1782]*

3.4 Standing Committee Chairpersons - The President or, in his absence, the Vice President, shall nominate the chairpersons for all standing committees and ad hoc committees and they will be confirmed by a majority vote of the Board members present.

#### **4. Duties of the Directors**

Actions the Board is responsible for taking include, but are not limited to:

- 4.1. Ordinances
- 4.2. Contracts
- 4.3. Resolutions
- 4.4. Administrative Review of District Fire Chief
- 4.5. Enacting the annual budget
- 4.6. Approval of all expenditures in excess of \$10,000.00
- 4.7. Approval of expenditures not included in the annual budget in accordance with the Government Code: TITLE 6. DISTRICTS [§58000-§62262] CHAPTER 2 Finance [§61110-§61119]. At any regular meeting or special meeting, the Board, by 2/3 majority vote of the total membership of the Board may make available for appropriation any of the following circumstances.
  - 4.7.1. Balances in appropriations for contingencies, including accretions from cancellations of appropriations.



## **Valley Center Fire Protection District Board Of Directors Policies and Procedures Manual**

- 4.7.2. Designations and reserves no longer required for the purpose for which intended, excluding the general reserve, balance sheet reserves, and reserve for encumbrances.
- 4.7.3. Amounts which are either in excess of anticipated amounts or not specifically set forth in the budget derived from any or anticipated increases in available funding.
- 4.8. Review of administrative policies and procedures
- 4.9. Directing the Fire Chief to take legal action when necessary.
- 4.10. Entering into joint powers agreements
- 4.11. Other unspecified duties.

### **5. Board Meetings**

The Board will meet regularly, in public, to conduct the business of the District.

- 5.1. Time and Place - The Board meets regularly on the third Thursday of each month at 6 pm, typically in the boardroom of the Valley Center Municipal Water District, or at an alternative location specified in the meeting notice
- 5.2. Special Meeting Categories - In addition to regular meetings, it may be necessary to hold special meetings from time to time for purposes that require more expeditious action than can be achieved by waiting for the next regular meeting. Such special meetings may be for non-emergency or emergency purposes. The President or, when absent, the Vice President shall call such special meetings.
- 5.3. Public Hearing Procedures - Procedure at hearings shall be as follows:
  - Staff presentation/ recommendations;
  - Board questions to the staff;
  - Individuals speaking in support;
  - Individuals speaking in opposition;
  - Individuals speaking with concern;
  - Rebuttal (if any);
  - Public input (if any);
  - Board discussion and disposition (vote)
- 5.4. Suspension of Rules - Except as otherwise provided by law, any procedural rule contained in this policy may be suspended or changed by order of a 4/5 majority of the Board.
- 5.5. Minutes - The minutes of all regular, special and emergency Board meetings shall contain, but shall not necessarily be limited to the following:

## **Valley Center Fire Protection District Board Of Directors Policies and Procedures Manual**

- 5.5.1. Date, time, place and type of each meeting
  - 5.5.2. Directors present and absent by name
  - 5.5.3. Call to order time
  - 5.5.4. Arrival of tardy Directors, by name
  - 5.5.5. Pre adjournment departure of Directors, by name, or if an absence takes place when any agenda items are acted upon.
  - 5.5.6. Time of adjournment of the meeting
  - 5.5.7. Record of written notice of special meetings
  - 5.5.8. Record of items to be considered at special meetings
  - 5.5.9. Approval or amended approval of the minutes of preceding Meetings
  - 5.5.10. Information as to each subject of the Board's deliberation;
  - 5.5.11. Information as to each subject including the roll call record of the vote on a motion if not unanimous
  - 5.5.12. All Board resolutions and ordinances in complete context
  - 5.5.13. A record of all contracts made
  - 5.5.14. A record of all bid procedures, including calls for bids, bids authorized, bids received, and other action taken
  - 5.5.15. Adoption of the annual budget
  - 5.5.16. Financial reports
  - 5.5.17. Sales of District property
  - 5.5.18. A record of all important correspondence
  - 5.5.19. A record of the Fire Chiefs report to the Board
  - 5.5.20. Approval of all Board adopted rules and regulations
  - 5.5.21. A record of all visitors and delegations appearing before the Board
  - 5.5.22. Director comments that have a bearing on either past or future agenda items
  - 5.5.23. No minutes shall be taken of closed sessions, but the announced public results of such sessions shall be recorded in the minutes of the associated meeting
- 5.6 Rules of Order - Action items shall be brought before and considered by the Board by motion in accordance with this policy. These rules of order are intended to be informal and applied flexibly. The Board prefers a flexible form of meeting and, therefore, does not conduct its meetings under formalized rules, e.g., Robert's Rules of Order. If a Director believes order is not being maintained or procedures are not adequate, then he/she should raise a point of order - not requiring a second - to the presiding officer. If the ruling of the presiding officer is not satisfactory to the Director, then the ruling may be appealed to the Board . A majority of the Board present will govern and determine the point of order.

## **Valley Center Fire Protection District Board Of Directors Policies and Procedures Manual**

- 5.6.1 **Motions** -Any action taken by the Board must be initiated by a motion or by introduction of a resolution or ordinance followed by a second to the motion, the sole exception for a second is a motion for a point of order.
- 5.6.2 **Motions to Amend** -A principal motion may be amended with the consent of the maker and second prior to a vote on the principal motion. A principal motion may only be amended once before a vote on the principal motion.
- 5.6.3 **Tabling Motion** - A Director may, during consideration of a principal motion, move to table the principal motion for consideration at a later time. This motion requires a second and a majority vote of the Board present.
- 5.6.4 **Motions to Reconsider** - The Board may reconsider any vote taken at the same session to correct an inadvertent error or consider new information not available at the time of the vote. A motion to reconsider requires a majority vote prior to the reconsideration.
- 5.6.5 **Motions to Rescind/Repeal/Annul Actions Taken at Previous Meetings** - Such actions may be carried out by passing a motion to place the item on a future agenda.
- 5.6.6 **Approval of Motions** -All motions, resolutions, and ordinances require a majority vote of the board members present unless legally required otherwise or unless such motion is specifically identified in this policy as requiring a supermajority (4/5).
- 5.6.7 **Roll Call Votes** -The roll need not be called in voting upon a motion except where specifically required by law, the vote is not unanimous or requested by any Director.
- 5.6.8 **Right to Vote** - Questions pertaining to a Director 's right to vote on items because of a potential conflict of interest shall be decided as follows: Director disqualifies herself/himself; or, the President/presiding officer, based on the circumstances presented, conducts an inquiry that may lead to the disqualification of the Director from voting.

## **Valley Center Fire Protection District Board Of Directors Policies and Procedures Manual**

- 5.6.9 Appeal of Denial of Right to Vote - Should any Director be disqualified from voting or be overruled on a point of order by the President, he/she may move to appeal the ruling to the full Board. The President shall have the right to vote on the appeal and the majority vote of the Board members present overrules the President.
- 5.6.10 Abstention/Recusal - Abstention is the refusal to vote yes or no on an action item. Recusal is the self-disqualification to vote based on bias or conflict of interest. Directors are reminded of their duty to vote on action items in representation of their constituents. Recusal for conflict of interest is a legitimate course in public office.
- 5.6.11 Motion to Close Debate - Any Director may move to close debate provided a second is made and the motion is approved by 4 of 5 Directors.
- 5.6.12 Adjournment- A motion to adjourn prior to the conclusion of the published agenda may only be made in the event that deliberation and discussion of agenda items are such that the agenda cannot be completed within 3 hours of the call to order. In regular order, adjournment is moved at the conclusion of the published agenda items.
- 5.6.13 Voting- There must be a quorum of three members present to conduct business; A majority vote (simple majority) means three affirmative votes; A 2/3 or supermajority vote means four affirmative votes ; A unanimous vote means five affirmative votes.
- 5.6.14 Decorum -The Board President shall take whatever actions are necessary and appropriate to preserve order and decorum during Board meetings, including public hearings. The Board President may eject any person or persons making personal, impertinent or slanderous remarks, refusing to abide by a request from the Board President, or otherwise disrupting the meeting or hearing. The Board President may also declare a short recess during any meeting.

### **5.7 Agendas**

## **Valley Center Fire Protection District Board Of Directors Policies and Procedures Manual**

5.7.1 Formulation - The Board President, in cooperation with the Fire Chief, shall cause an agenda to be prepared for each regular and special meeting of the Board of Directors. Any Director may place an item on the agenda. The Director should contact the Board President or Fire Chief and state that an item needs to be placed on the agenda. Requests for agenda items for regular meetings should be made no later than 5 p.m. on Wednesday one week prior to the meeting date. Requests for special meeting agenda items should be made at least 48 hours prior to the meeting or sooner if possible.

5.7.2 Format - The format of the agenda may follow the guideline below, but the President may, at her /his discretion, change the order or content to suit the needs of the business at hand. The agenda typically includes the following items:

5.7.2.1 Call to order - Presiding officer

5.7.2.2 Roll Call/Quorum - Conducted by Administrative Assistant

5.7.2.3 Pledge of allegiance

5.7.2.4 Public Comment on non-agenda items – 5-minute time limit.

5.7.2.5 Proclamations and presentations

5.7.2.6 Consent Calendar - Items thought to have unanimous approval may be designated for the consent calendar. Any Director or any member of the public may remove an item from the consent calendar to pursue discussion. To approve consent items, the vote must be unanimous of Board members present.

5.7.2.7 Staff Reports

5.7.2.8 Old business

5.7.2.9 New business

5.7.2.10 Treasurer's Report

5.7.2.11 Closed session

5.7.2.12 Closed session report

## **Valley Center Fire Protection District Board Of Directors Policies and Procedures Manual**

### **5.8.2.12 Board comments**

### **5.8.2.13 Adjournment**

## **5.8 Posting/Notification**

- 5.8.1 Regular Meetings - Posting of the agenda and related materials** must take place at least 72 hours in advance of the meeting time. Posting shall be made in accordance with the requirements of the Ralph M. Brown Act, at the meeting location (Typically the Valley Center Municipal Water District Meeting Announcement Board), at Valley Center Fire Protection District Station 1 and Station 2 offices and on the website for the Valley Center Fire Protection District. All postings must be available to the public 24-hours a day during the posting period. Notification of the public media should be made at the earliest possible time, but at least 72-hours in advance of the meeting, to accommodate publication.
- 5.8.2 Special Meetings - Non-Emergency - Posting for special meetings** shall be done as for a regular meeting.
- 5.8.3 Special Meetings - Emergency - Posting for emergency meetings** should be done at least 24 hours in advance of the meeting time unless exigent circumstances require less notice. In such circumstances, every effort should be made to notify the public media of such meetings.
- 5.9.4 Public Meetings - Posting of agendas and related materials for committee meetings** will follow the same requirements as regular Board meetings. Public meetings that are held at locations other than the Valley Center Municipal Water District Board Room. Additional postings at the meeting venue will be required in accordance with the Ralph M. Brown Act.
- 5.9.5 ADA & AB 343 Compliance/ Notice of Public Information**  
Agendas, meeting notices, and meeting places will comply with applicable state and federal laws aimed at accommodating disabled people. Further, the agenda material should contain a notice alerting meeting participants that some personal information may be collected and published in the normal course of a meeting.

## **Valley Center Fire Protection District Board Of Directors**

### **Policies and Procedures Manual**

#### **6. Committees**

- 6.1. Standing - Standing committees are those with a continuing purpose over the course of a fiscal year.
  - 6.1.1. Finance Committee -The Finance Committee is composed of the Treasurer, as chairperson, one additional Director and the Fire Chief. The charter of the Finance Committee includes Formulation of a draft annual budget for review by the entire board. As there are two required readings of the annual budget before final approval, the draft must be submitted to the Board for review no later than the regular May meeting. The Finance Committee will also address other issues of revenue and expenditure, particularly items not addressed in the approved annual budget. The Committee shall prepare a report to the full Board of revenue expenditures not a part of the approved annual budget to be presented at the next scheduled Board meeting.
- 6.2. Ad hoc - Ad hoc committees may be constituted for a variety of special purposes or issues that need attention on a limited basis. Ad hoc committees should not be implemented for a period exceeding a year

#### **7. Ethics/Sexual Harassment Training**

- 7.1 The Directors will undergo ethics training as offered online by the California Fair Political Practices Commission, pursuant to mandates in AB1234, every two years. Directors newly elected to the Board shall take the training within three months of taking office. Directors not in compliance with this requirement shall be excluded from voting until compliance is achieved.
- 7.2 The Directors shall also undergo training related to sexual harassment, pursuant to the mandates incorporated into AB 1661, a sexual harassment training and prevention bill that was approved by the California legislature, within six months of election or appointment and every two years thereafter. The VCFPD realizes the value of having Directors trained in this area to raise awareness of these issues and understand ways to prevent sexual harassment in the VCFPD workplace. Sexual harassment training can be provided through department resources, typically administered through Target Solutions, the VCFPD online training platform. Directors not in compliance with this requirement shall be excluded from voting until compliance is achieved.
- 7.3 Directors shall complete the FPPC required Form 700 Conflict Disclosure forms as required by the Clerk of the San Diego County Board of Supervisors.

#### **8 Compensation**

- 8.1 Directors may be compensated for Travel, Fees and Training expenses incurred for District Business if approved by a board majority.

**NEW BUSINESS**

**BOARD OF DIRECTORS' PACKET**

**VALLEY CENTER FIRE PROTECTION DISTRICT**



RESOLUTION 2023-16

CFD 2008-1 – PUBLIC HEARING

AIRFLIGHT DR

129-292-48-00





## 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. 2023-16

#### 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 April 27, 2023; and

**WHEREAS**, four (4) votes (1 vote per acre) were 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 Regular Board Meeting thereof, this 15<sup>th</sup> day of June, 2023 by a unanimous vote.

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

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

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

**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 2023-2024 AND ADOPT A CAPITAL IMPROVEMENT PLAN FOR THE USE OF FIRE MITIGATION FEE REVENUE**

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 charges by the District do not include a payment toward the costs of Facilities as a component of those fees;

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

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

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

WHEREAS, pursuant to Section 66002 of the Mitigation Fee Act, the governing body of a local agency that levies a mitigation fee may adopt a capital improvement plan, which shall be adopted by and annually updated by a resolution at a noticed public hearing;

WHEREAS, the County's Fire Mitigation Fee (FMF) Ordinance requires that fire agencies participating in the FMF Program adopt a five-year Capital Improvement Plan indicating the approximate location, size, time of availability, and cost estimates for long-term Facilities to be financed with the FMF revenue; and

WHEREAS, notice of the hearing to update the District's Capital Improvement Plan was given, as required by law, as shown by the affidavit of publication on file herein.

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 2023-2024 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 or other permits for development within the District's boundaries. The percent of the ceiling fee is equal to or less than the Facilities needs caused by new development.
3. Except as otherwise provided in the County Code or state law, all FMF revenue shall be used only to expand the availability of Facilities to serve new development within the District's boundaries. FMF revenue shall not be used to address existing deficiencies, but may be used in response to increased demand reasonably related to the new development to refurbish existing facilities to maintain an existing level of service or achieve an adopted level of service.
4. The District shall deposit all FMF revenue received from the County and all interest subsequently accrued by the District on these funds in a separate account to be known as the "San Diego County Fire Mitigation Fee."
5. The District shall defend, indemnify, and hold harmless the County, its officers, officials, employees, agents, and volunteers, from and against any and all demands, claims, actions, litigation, or other proceedings, liability, damages, and costs (including, but not limited to, attorney fees) that are based in whole or in part upon the levy, imposition, collection, or payment of FMF, or the denial of a permit until the FMF is paid, excepting only matters that are based upon the County's gross negligence or willful misconduct.
6. The District shall make its records justifying the basis for the FMF amount available to the public on request.
7. The District resolves that five-year Capital Improvement Plan for use of Fire Mitigation Fee revenue within the District is as follows:

| Fiscal Year 2023-2024        | Project Number |            |
|------------------------------|----------------|------------|
| 1. Fire Station Construction | 5              | \$ 100,000 |
| 2. New Type 1 Fire Engine    | 18             | \$ 100,000 |
| 3. Fire Facility Expansion   | 21             | \$ 150,000 |

| Fiscal Year 2024-2025        | Project Number |            |
|------------------------------|----------------|------------|
| 1. Fire Station Construction | 5              | \$ 350,000 |
| 2. New Type 1 Fire Engine    | 18             | \$ 97,500  |

|                            |    |            |
|----------------------------|----|------------|
| 3. Fire Facility Expansion | 21 | \$ 150,000 |
|----------------------------|----|------------|

|                              |                |            |
|------------------------------|----------------|------------|
| Fiscal Year 2025-2026        | Project Number |            |
| 1. Fire Station Construction | 5              | \$ 100,000 |
| 2. New Type 1 Fire Engine    | 18             | \$ 97,500  |
| 3. Fire Facility Expansion   | 21             | \$ 150,000 |

|                               |                |            |
|-------------------------------|----------------|------------|
| Fiscal Year 2026-2027         | Project Number |            |
| 1. Fire Station Construction  | 5              | \$ 100,000 |
| 2. New Type 1 Fire Engine     | 18             | \$ 97,500  |
| 3. 3. Fire Facility Expansion | 21             | \$ 150,000 |

|                              |                |            |
|------------------------------|----------------|------------|
| Fiscal Year 2027-2028        | Project Number |            |
| 1. Fire Station Construction | 5              | \$ 100,000 |
| 2. New Type 1 Fire Engine    | 18             | \$ 97,500  |
| 3. Fire Facility Expansion   | 21             | \$ 150,000 |

BE IT FURTHER RESOLVED that this Resolution supersedes Resolution No. 2022-11 adopted March 18, 2022 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 15<sup>th</sup> day of June 2023 by the following vote:

Motion by:  
Seconded by:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:  
RECUSED:

---

Phil Bell, President

**ATTEST:**

---

Regina Roberts, Secretary

Clerk Seal: (Include Affidavit of Publication or Clerk confirmation of notice)

DRAFT

## **RESOLUTION NO. 2023-18**

### **A RESOLUTION OF THE VALLEY CENTER FIRE PROTECTION DISTRICT IDENTIFYING THE TERMS AND CONDITIONS FOR FIRE DEPARTMENT RESPONSE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT.**

**WHEREAS**, the Valley Center Fire Protection District is a public agency located in the County of San Diego, State of California, and

**WHEREAS**, it is the desire of the Valley Center Fire Protection District to provide fair and legal payment to all its employees for time worked; and

**WHEREAS**, the Valley Center Fire Protection District has in its employ, Fire District response personnel include Fire Chief, Division Chief, Battalion Chief, Fire Captain, Engineer, Driver/Operator, Firefighter/Paramedic and Firefighter/EMT, and

**WHEREAS**, the Valley Center Fire Protection District will compensate its employees portal to portal while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or prepositioned for emergency response; and

**WHEREAS**, the Valley Center Fire Protection District will compensate its employees overtime in accordance with their current Memorandum of Understanding while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response.

**Now, Therefore, Be It Hereby resolved by the Valley Center Fire Protection District that:**

1. Personnel shall be compensated according to Memorandum of Understanding (MOU), Personnel Rules and Regulations, and/or other directive that identifies personnel compensation in the workplace.
2. In the event a personnel classification does not have an assigned compensation rate, a "Base Rate" as set forth in an organizational policy, administrative directive or similar document will to compensate such personnel.
3. The Valley Center Fire Protection District will maintain a current salary survey acknowledgement of acceptance of the "base rate" on file with the California Governor's Office of Emergency Services, Fire Rescue Division.
4. Personnel will be compensated (portal to portal) beginning at the time of dispatch to the return to jurisdiction when equipment and personnel are in service and available for agency response.
5. Fire department response personnel include Fire Chief, Division Chief, Battalion Chief,

Fire Captain, Engineer, Driver/Operator, Firefighter/Paramedic and Firefighter/EMT

**PASSED, APPROVED AND ADOPTED** this 15th day of June 2023

\_\_\_\_\_  
President

ATTEST:

I, Regina Roberts, Board Secretary of the Valley Center Fire Protection District hereby certify that the foregoing resolution was duly passed at a regular meeting of the Valley Center Fire Protection District held on the 18th day of August, 2022 by the following vote on roll call:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Secretary



**RESOLUTION NO.2023-19**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER FIRE PROTECTION DISTRICT, CALIFORNIA ACKNOWLEDGING RECEIPT OF A REPORT MADE BY FIRE CHIEF JOSEF NAPIER, REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO PERFORM ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE.**

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Valley Center Fire Protection District, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and,

WHEREAS, California Health & Safety Code Section 13146.4 requires all fire departments, including the Valley Center Fire Protection District, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and,

WHEREAS, the Board of the Valley Center Fire Protection District intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the Valley Center Fire Protection District compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Valley Center Fire Protection District that said Board expressly acknowledges the measure of compliance of the Valley Center Fire Protection District with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the County of San Diego, as follows:

**A. EDUCATIONAL GROUP E OCCUPANCIES:**

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the Valley Center Fire Protection District, there lie six Group E occupancies, buildings, structures and/or facilities.

During fiscal year 2022-2023, the Valley Center Fire Protection District completed 4 of the six Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 66% for this reporting period. The remaining two inspections are scheduled with the school administration, and will be completed before July 1, 2023.

Additional items of note regarding this compliance rate can be found in the accompanying staff report for this resolution.

**B. RESIDENTIAL GROUP R OCCUPANCIES:**

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the Valley Center Fire Protection District, there lies no Group R (and their associated sub-categories) occupancies of this nature.

During fiscal year 2022-2023, the Valley Center Fire Protection District had no annual inspection of any Group R occupancy, building, structure and/or facility.

\*\*\*\*\*

STATE OF CALIFORNIA )  
COUNTY OF SAN DIEGO ) ss.  
VALLEY CENTER FIRE PROTECTION DISTRICT )

I, Regina Roberts, Secretary of the Board of Directors of the Valley Center Fire Protection District certify that the foregoing resolution was adopted by the Board for the Valley Center Fire Protection District, at a regular meeting held on the 15th day of June, 2023.

AYES :  
NOES :  
ABSENT:  
ABSTAIN :

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

APPROVED AS TO FORM:  
San Diego County Attorney's Office

BY: \_\_\_\_\_  
Attorney

Attachments:  
• Exhibit "1" – Staff Report



## **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)



### **Staff Report**

June 15, 2023

Josef Napier, Fire Chief  
Valley Center Fire Protection District

The following are the required inspections per California Health & Safety Code Sections 13146.2 and 13146.3 during fiscal year 2021-2022:

Valley Center High School, 31322 Cole Grade (Completed);

Oak Glen High School, 14172 West Oak Glen (Scheduled);

Valley Center Middle School, 28102 N. Lake Wohlford (Completed);

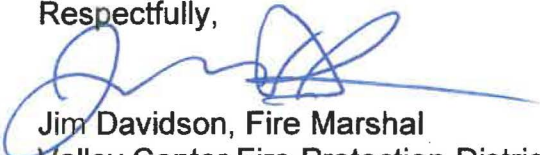
Valley Center Elementary School, 28751 Cole Grade (Scheduled);

Valley Center Primary, 14249 Fruitvale (Completed);

Lilac School, 30109 Lilac (Scheduled);

Any questions regarding inspections may be directed to the Community Risk Reduction Division.

Respectfully,

  
Jim Davidson, Fire Marshal  
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



| VALLEY CENTER FIRE PROTECTION<br>DISTRICT - FY 2023-2024<br>(DRAFT) | Dianne Updated  |                                   |   |  |  |                                 | 2023 budget meeting notes   | Notes   |
|---|---|-----------------------------------|---|--|--|---------------------------------|---|---|
|   | Expected increase<br>over FY2023 budget<br>or projected<br>actuals. | FY 2023-2024 Budget<br>Entry Type | FY 2022-2023<br>Budget -<br>BOARD<br>APPROVED | Actuals through<br>4/30/2023 - 10<br>months into<br>budget | Actuals through<br>6/30/2023 - FINAL   | FY 2023-2024<br>Budget          |   |   |
| OPERATIONAL REVENUE   |   | Type                              | Projected                                     | Actuals - UPDATED<br>through 4/30/23                       | Actuals - FINAL -<br>through 6/30/2023 | Budget - Estimates<br>for 23-24 |   |   |
| 30130 . CFD2008-1 Interest  | 3.00%   | Operating Revenue                 | \$2,139.98                                    | \$4,653.19   | \$3,839.26                             | \$3,954.44                      |   |   |
| 40000 . Benefit Fees/Standby (315001)                               | 3.00%   | Operating Revenue                 | \$1,716,438.05                                | \$1,094,730.13   | \$1,847,403.96                         | \$1,976,722.24                  | 7% bump from 2022<br>From 4/12 apportionment report.<br>FY20:\$1,673,387.82 FY21:\$1,680,943, FY22:<br>\$1,716,438  | Was \$1,846,405.09 projection   |
| 40100 . Taxes, Property (315000)                                    | 1.25%   | Operating Revenue                 | \$644,000.00                                  | \$469,726.21   | \$784,192.87                           | \$815,560.58                    | 3% bump over 2022<br>FY20: \$594,292.13 FY21: \$580,801 FY22: \$644,000   | From 3/21 apportionment report. Include estimated park circle<br>prop tax projections   |
| 40150 . Misc Revenue  | 0.00%   | Operating Revenue                 | \$0.00  | \$8,427.97   |  |                                 |   |   |
| 40200 . CFD-2000-1 (315002)   | 3.00%   | Operating Revenue                 | \$318,277.48                                  | \$196,653.59   | \$335,207.35                           | \$341,911.50                    | 2% bump over 2022<br>FY20: \$305,121.84 FY21: \$300,304 FY22: \$318,277   | Was: \$322,200.00 projected   |
| 40300 . CFD-2008-01 (315003)  | 4.00%   | Operating Revenue                 | \$383,066.57                                  | \$224,014.12   | \$418,338.72                           | \$435,072.27                    | 4% bump over 2022. JAD<br>FY20: \$110,500.00 FY21:\$151,289 FY 22:383,066   | Was \$418,066.07 projection   |
| 40400 . General Fund Interest                                       | 3.00%   | Operating Revenue                 | \$4,685.27                                    | \$6,386.69   |  | \$6,500.00                      |   |   |
| 40500 . Mercy Transport Fees  | 0.00%   | Operating Revenue                 | \$44,179.28                                   | \$31,054.43  | \$31,054.43                            | \$0.00                          |   | No longer receiving money for this line item  |
| 40600 . First Responder Fees  | 0.00%   | Operating Revenue                 | \$0.00  | \$1,184.00   | \$1,184.00                             | \$40,000.00                     | Our Target needs to be \$10,000 per quarter<br>recovered or \$40,000 JGN  | Status of billing for these fees in-house - this will impact budget<br>number   |
| 40700 . Community Development Fees                                  |   | Operating Revenue                 | \$98,000.00                                   | \$96,151.58  |  | \$48,000.00                     | From Square - 7/1/22 to 3/23/23 - 93,592.71<br>Figure on 50 houses, 100 AB-38 inspections, and 50<br>ADUs total, using the new fee schedule   |   |
| 40800 . Fire Prevention Inspection Fees                             |   | Operating Revenue                 | \$0.00  | \$0.00   | \$0.00                                 | \$0.00                          |   | This GL is no longer used as it is captured in 40700 above  |
| 40900 . CFAA Reimbursement  | 3.00%   | Operating Revenue                 | \$0.00  | \$0.00   | \$0.00                                 | \$0.00                          |   | Inmaterial revenue (20% admin fee - ONLY when there is a fire)  |
| 41000 . Fixed Asset Disposal  | 0.00%   | Operating Revenue                 | \$0.00  | \$0.00   |  |                                 |   |   |
| 42000 . Incident Cost Recovery-Fire USA                             | 3.00%   | Operating Revenue                 | \$20,600.00                                   | \$12,865.52  |  | \$18,000.00                     | This should include Fire Alarm activation fees. JGN   |   |
| 43000 . Training Reimb-Target & Palomar                             | 0.00%   | Operating Revenue                 | \$22,889.00                                   | \$35,837.00  |  | \$30,000.00                     |   |   |
| 49000 - NCD JPA Capital Equipment Reimbursement                     | 3.00%   | Operating Revenue                 | \$20,000.00                                   | \$25,332.39  |  | \$18,000.00                     | We have \$29768 in northcomm replacement<br>reserve   |   |
| 49001 . SAFER Grant   |   | Operating Revenue                 | \$424,047.75                                  | \$4,413.66   |  | \$0.00                          | I've marked the safer grant as ZERO, and have not<br>placed the station 3 personnel in the operations<br>payroll costs. If we open station 3 with a full crew<br>in FY23, we will need to revisit |   |
| 44000 SDG&E Lease   |   | Operating Revenue                 |   |  |  | \$30,000.00                     | Lease income from back 5 acres  |   |
| 70001.2 - RCS NextgeN 2021 reimbursement                            |   | Operating Revenue                 | \$10,290.00                                   | \$7,717.50   |  |                                 |   |   |
| OPERATIONAL REVENUE   |   |                                   | \$3,708,613.38                                | \$2,219,147.98   | \$3,421,220.59                         | \$3,763,721.03                  |   |   |
| OPERATIONAL EXPENSES: TRAINING                                      |   |                                   |   |  |  |                                 |   |   |
| 50000 . Explorer Post   | 3.00%   | Operating Expense                 | \$4,902.91                                    | \$1,041.20   | \$0.00                                 | \$5,000.00                      |   | Explorers have Chili Cook-off annually - should be a Grant item   |
| 50100 . EMT & Paramedic License Renewal                             | 4.00%   | Operating Expense                 | \$4,680.00                                    | \$3,586.50   |  | \$4,680.00                      |   |   |
| 50200 . Tuition and Reference Materials expenses                    | 4.00%   | Operating Expense                 | \$10,764.00                                   | \$2,947.00   |  | \$8,764.00                      |   | Includes palomar tuition and reference books  |
| 50500 . Training & Expenses   |   |                                   | \$0.00  | \$891.48   |  |                                 | Just a header.  |   |
| 50501 . Training Expenses - Operating expense funded                |   | Operating Expense                 | \$24,000.00                                   | \$18,643.72  |  | \$18,000.00                     |   |   |
| OPERATIONAL EXPENSES:<br>ADMINISTRATIVE SERVICES                    |   |                                   |   |  |  |                                 |   |   |
| 51000.1. Administrative Support Expenses                            | 5.00%   | Operating Expense                 | \$151,189.41                                  | \$99,484.16  |  | \$140,000.00                    | Add a couple of computers for station 3 - \$3k  | Includes: Service awards, bank fees, IT equipment, Office<br>supplies, Broadband/telephone, internet, Google suite, copier<br>lease, printing costs, crew scheduling software, dues and<br>subscriptions, Target (vector) solutions, first arriving<br>(\$1000/year),PC upgrades (\$6k) |
| 51001 . Contingencies & Misc.                                       | 30.00%  | Operating Expense                 | \$13,000.00                                   | \$3,546.25   |  | \$13,000.00                     |   | Any additional contingency costs for all areas, includes fire line meals  |
| 51002 . Recruitment and on boarding expenses                        |   | Operating Expense                 | \$8,000.00                                    | \$8,716.91   |  | \$6,000.00                      |   | Advertising, FF Recruit & Physicals (excluding uniforms)  |
| 51006 . Election/Annexation Service                                 | 0   | Operating Expense                 | \$10,000.00                                   | \$2,220.10   |  | \$2,000.00                      | No election this year   | Election services for new Directors on our fire board. Election fees  |



|  |        |                   |              |             |  |              |  |   |
|--|--------|-------------------|--------------|-------------|--|--------------|--|---|
| <b>OPERATIONAL EXPENSES:<br/>CONTRACT SERVICES</b>           |        |                   |              |             |  |              |  |   |
| 51101 . Professional and contract services                   | 3.00%  | Operating Expense | \$69,538.17  | \$92,153.78 |  | \$90,000.00  | White/Bright retainer to reduce costs? Did any station 3 costs go into this? Like the CEQA? any property stuff? If so we can move to mitigation and capitalize it. Includes \$3k bump for LandVision Can we dump Lynx and move to Interra? | Lexipol, Land Vision, Acctg Audit, Legal, HR, RGM, Pest Control, palomar health for resp supervisory program (Includes \$18k for new strat plan) Add grant support from CPF. Minus \$10k extra for audit and \$25k for contract book keeper that pushed us over last year       |
| 51105 . Insurance  | 22.00% | Operating Expense | \$36,488.98  | \$34,236.00 |  | \$47,930.40  | Bump by 14% over 2022 actual   | FAIRA Gen Liability, fasis  |
| 51107 . Trauma Intervention Program                          | 3.00%  | Operating Expense | \$2,340.00   | \$3,450.00  |  | \$3,450.00   | Invoice for 2022-23 received Oct 1, 2022 for \$3450  | From TIP Invoice: On-scene, 24 hour volunteer response services 3,450.00<br>Fiscal Year 2022-2023   |
| 51109 . Burn Inst/Youth Fire Prevent                         | 3.00%  | Operating Expense | \$642.00     | \$642.00    |  | \$642.00     | unless they raise it   | per susan day email to Chief, may 3   |
| 51110 - MDC Equip Replacement-HP Lease                       | 3.00%  | Operating Expense | \$6,000.00   | \$4,683.17  |  | \$0.00       | Won't lease anymore. If replacement, it will come from northcomm capital equip replacement   |   |
| <b>OPERATIONAL EXPENSES:<br/>COMMUNITY RISK REDUCTION</b>    |        |                   |              |             |  |              |  |   |
| 51200 . CRRD Operational Expenses                            | 3.00%  | Operating Expense | \$6,437.50   | \$8,218.92  |  | \$7,500.00   |  | Public education, Safety products, hydrant maintenance, CERT, outreach programs, and POST recertification costs   |
| <b>OPERATIONAL EXPENSES: FIRE FACILITIES</b>                 |        |                   |              |             |  |              |  |   |
| <b>FIRE STATION #1</b>                                       |        |                   |              |             |  |              |  |   |
| 51301 . #1 Facility Maint/Repairs/replacement                | 3.00%  | Operating Expense | \$34,795.32  | \$32,674.93 |  | \$25,000.00  | Reduce to \$25,000.JGN   | Includes modular buildings at st 1, this includes appliance repair/replacement, building repairs, septic, garage doors, etc. Anything nailed down, or is a 'durable' good. Replace 2 public chairs and 3 rolling chairs in st 1 (Capitalize station repairs/deferred maint? no) |
| 51302 . #1 Utilities   | 3.00%  | Operating Expense | \$17,517.45  | \$6,471.31  |  | \$3,100.00   | Add Direct TV for both stations. We can probably reduce this more. Water is \$200 per month for ST1 ( Direct TV is \$2700/2 (spread over 2 stations = \$675/station) JD  | Electric, gas, water, but not phone/or internet. Estimate FY22 usage of electricity to be 45% of FY21 for both station 1 and station 2. Station 1 electricity was ~\$12k in FY 21 Add Direct TV for all stations to this (\$2700/year total, split with the association)        |
| 51303 . #1 Consumables                                       |        | Operating Expense | \$3,600.00   | \$1,002.62  |  | \$3,600.00   | Check to make sure consumables are being pulled from the right bucket  | TP, supplies other than station repairs (Updated numbers from Sandy)  |
| <b>FIRE STATION #2</b>                                       |        |                   |              |             |  |              |  |   |
| 51310 . #2 Facility Maint/Repairs                            |        | Operating Expense | \$18,850.00  | \$13,837.47 |  | \$16,000.00  | no lazy boys   | Lazy-Boys: Buy 3 now, buy 2 next year - Office chairs \$850   |
| 51312 . #2 Utilities   | 3.00%  | Operating Expense | \$15,522.45  | \$9,304.70  |  | \$3,700.00   | Add Direct TV for both stations. We can probably reduce this more. Water is \$250 per month for ST2 (Direct TV is \$2700/2 (spread over 2 stations = \$675/station) JD   | Station 2 electric was \$7200 for FY21  |
| 51313 . #2 Consumables                                       |        | Operating Expense | \$3,600.00   | \$1,373.58  |  | \$3,600.00   |  |   |
| <b>FIRE STATION #3</b>                                       |        |                   |              |             |  |              |  |   |
| 51320 . #3 Facility Maint/Repairs                            | 3.00%  | Operating Expense | \$0.00       | \$0.00      |  | \$2,500.00   | Note: startup items that are not covered under capital mitigation go here. We will need a decent number when we ask for \$ from mit  |   |
| 51322 . #3 Utilities   | 3.00%  | Operating Expense | \$8,000.00   | \$0.00      |  | \$6,000.00   | Assuming 1/3 year occupancy  | Estimate, assuming 1/2 year of occupancy without solar  |
| 51323 . #3 Consumables                                       |        | Operating Expense | \$1,800.00   | \$0.00      |  | \$1,800.00   |  | Estimate, assuming 1/2 year of occupancy  |
| <b>OPERATIONAL EXPENSES:<br/>OPERATIONS / FIRE APPARATUS</b> |        |                   |              |             |  |              |  |   |
| 51400 . Operations expenses                                  | 20.00% | Operating Expense | \$166,772.74 | \$68,177.41 |  | \$120,000.00 | Probably trimmable a little? - trimmed a little (JAD)  | Includes apparatus repairs, maintenance and all tools and supplies in station and on apparatus except what falls under the programs, does not include PPE or uniforms. includes tires, brakes, etc. Add \$4k for 4-gas monitors (critical, 2 recip saws (\$1000)                |
| 51402 . Fuel   | 0.00%  | Operating Expense | \$80,500.00  | \$44,987.41 |  | \$60,400.00  | \$7.5gas/\$9diesel   | Includes DEF, and small engine fuels and additives  |
| <b>OPERATIONAL EXPENSES:<br/>OPERATIONS PROGRAMS</b>         |        |                   |              |             |  |              |  |   |
| 51511 Hose/Nozzles/fittings/ladders                          |        | Operating Expense | \$9,010.00   | \$25.86     |  | \$8,000.00   | Where did new hose payment come from? Sit down with Dianne and re-categorize the expenses  | I suggest putting everything to 50400 - too hard to track this way as the Purchase Orders from employees are NOT using these GL codes   |



|  |       |                   |                |                |                |                |   |  |
|--|-------|-------------------|----------------|----------------|----------------|----------------|---|--|
| 51512 Tools/minor equip/small engines                                      |       | Operating Expense | \$26,866.00    | \$203.03       |                | \$16,000.00    | Expected to spend this year to upgrade some equipment   | I suggest putting everything to 50400 - too hard to track this way as the Purchase Orders from employees are NOT using these GL codes  |
| 51513 BAs, fit testing, flow testing, compressor maintenance, air sampling |       | Operating Expense | \$7,760.00     | \$6,023.39     |                | \$16,000.00    | Includes budget requests 1 and 2 from Marquez, for SCBA masks and hydro static testing  | I suggest putting everything to 50400 - too hard to track this way as the Purchase Orders from employees are NOT using these GL codes  |
| 51514 Rescue systems/equipment   |       | Operating Expense |                | \$0.00         |                | \$2,500.00     | Includes budget request #4 from Fego, for pulleys and a storage bag   | I suggest putting everything to 50400 - too hard to track this way as the Purchase Orders from employees are NOT using these GL codes  |
| 51514.1 Rescue Equipment Grant (Was 51503 equipment grant)                 | 3.00% | Operating Expense | \$10,815.00    | \$0.00         | \$0.00         | \$0.00         |   | Was categorized here in 2022-2023; however, should be a grant.   |
| 51515 PPE/Uniforms   |       |                   | \$0.00         | \$0.00         | \$0.00         | \$0.00         |   | Was categorized here in 2022-2023; however, should be a grant.   |
| 51515.2 PPE non-Grant  |       | Operating Expense | \$32,032.00    | \$17,284.40    |                | \$18,000.00    | \$20k after shsgp and mitigation  | Includes budget request #3 from Robinson for PPE. Could this be a fire foundation grant item?  |
| OPERATIONAL EXPENSES: COMMUNICATIONS                                       |       |                   |                |                |                |                |   |  |
| 51600 . North County Dispatch  |       | Operating Expense | \$154,293.00   | \$145,758.30   |                | \$171,638.00   | Base assessment:152875, MDC Maint and repair:4947, Medical Direcrtor: 5952, Tablet Command: 1450, Tableau: 504 GIS services:6000 (JAD 5/9/23)   | Base assessment \$142,000 + \$6293 medical + \$6000 GIS  |
| 51601 . RCS Communication Fees   | 0.00% | Operating Expense | \$11,970.00    | \$11,132.50    |                | \$14,022.00    | Including 6 additional 800 radios   | 997.50/month (\$28.50 per radio) knock fees  |
| OPERATIONAL EXPENSES: PARAMEDIC EMERGENCY SUPPLIES                         |       |                   |                |                |                |                |   |  |
| 51700 . Medical Equipment & Supplies                                       | 3.00% | Operating Expense | \$16,000.00    | \$8,196.55     |                | \$18,000.00    | Need to budget for at least 3 new ipads. JAD One for scott and two as replacements. Includes new trauma bags, budget request #5: Reduced to \$18,000 and Shift to Capital or Foundation:JGN | Includes: Cardiac Monitor Calibration/Repairs, medications, durable medical supplies. Include 5 ipads at \$3040.Check if these actuals are correct, and can we purchase ipads today? Two ipads purchased in 2021, so only 3 allocated here |
| OPERATIONAL EXPENSES: PAYROLL-ADMINISTRATIVE                               |       |                   |                |                |                |                |   |  |
| 60000 . Admin Payroll  |       | Operating Expense | \$418,447.24   | \$427,206.43   |                | \$ 449,270.38  | Imported from comp calc worksheet   |  |
| OPERATIONAL EXPENSES: PAYROLL-OPERATIONAL PERSONNEL                        |       |                   |                |                |                |                |   |  |
| 61000 . Operational Payroll  |       | Operating Expense | \$2,290,628.19 | \$1,511,152.15 |                | \$1,913,094.49 | Imported from comp calc worksheet. Does not include 4.5 employees for 1/2 year of station 3   |  |
| 66000 . PAYROLL EXPENSES   |       |                   |                |                |                |                |   |  |
| 66008 . Taxes, FICA, SUTA, Unemployment                                    |       | Operating Expense | \$283,098.38   | \$145,935.82   |                | \$246,867.13   |   | Imported from compensation spreadsheet   |
| 66002 . FASIS Workers Comp Emp Asst  |       | Operating Expense | \$94,749.45    | \$136,244.60   |                | \$203,163.38   | 8.6% from FASIS (\$200,666 against payroll of \$2,312,505)  | Imported from compensation spreadsheet   |
| 66003 . Payroll Service  | 3.00% | Operating Expense | \$6,000.00     | \$4,323.74     |                | \$6,000.00     |   | Updated price from Sandy on 5/5/2022   |
| 66004 . Accident/Life&AD&D/STD insurance (New)                             |       | Operating Expense | \$6,124.84     | \$452.30       |                | \$5,972.67     |   | New insurance offerings from pickering (from Cost Spreadsheet) : Life/AD&D/Accident/Short Term Disability  |
| CAPITAL PROJECTS   |       |                   |                |                |                |                |   |  |
| 70010.2 - Fire Hose - Op Expense   |       | Operating Expense | \$2,000.00     | \$0.00         | \$0.00         | \$0.00         |   | All Capital Projects should be "classified" in Grants as we don't have the operational budget to afford these items in standard Operating Revenue.   |
| 70007 - Fire Station Electrical Resiliancy Program - complete              |       |                   | \$0.00         | \$88,608.00    | \$0.00         | \$0.00         |   | All Capital Projects should be "classified" in Grants as we don't have the operational budget to afford these items in standard Operating Revenue.   |
| 70008 - MDC Replacement program - Complete                                 |       |                   | \$0.00         | \$0.00         | \$0.00         | \$11,400.00    | From Northcomm "Other Services Rebills", MDC Capital Replacement  | All Capital Projects should be "classified" in Grants as we don't have the operational budget to afford these items in standard Operating Revenue.   |
| 70012 - Cardiac Monitor Replacement  | 0.00% |                   | \$0.00         | \$90,981.57    | \$0.00         | \$0.00         |   | All Capital Projects should be "classified" in Grants as we don't have the operational budget to afford these items in standard Operating Revenue.   |
| 70012.1 - Cardiac Monitor Replacement - General fund expense               |       | Operating Expense | \$0.00         | \$0.00         | \$0.00         | \$0.00         |   | All Capital Projects should be "classified" in Grants as we don't have the operational budget to afford these items in standard Operating Revenue.   |
| Operating Revenue  |       |                   | \$3,708,613.38 | \$2,219,147.98 | \$3,421,220.59 | \$3,763,721.03 |   |  |



| Operating Expense   |       |                           | \$4,068,735.03 | \$3,055,819.26    | \$0.00          | \$3,692,594.45 |  |   |
|---|-------|---------------------------|----------------|-------------------|-----------------|----------------|--|---|
| Operating Surplus   |       |                           | -\$360,121.65  | -\$836,671.28     |                 | \$71,126.57    |  |   |
|   |       |                           |                |                   |                 |                |  |   |
| MITIGATION REVENUE  |       | TYPE                      | Projected      | Actuals - 10 MTHS | Actuals - FINAL | Projected      |  |   |
| 30100 . Mitigation Fees Capital Expected Expenditures       |       | Fire Mitigation revenue   | \$862,307.22   |                   |                 | \$812,523.54   |  | \$738k is county mitigation account as of january, \$124k is estimate of park circle mitigation funds for FY2021                  |
| 30120 . Mitigation Interest                                 | 3.00% | Fire Mitigation revenue   |                |                   |                 |                |  |   |
| MITIGATION EXPENSES   |       | TYPE                      | Projected      | Actuals - 7 mos   | Actuals - FINAL | Projected      |  |   |
| 70001 - RCS NextGen Network Infrastructure                  | 0.00% | Capital Exp. (Mitigation) | \$10,290.00    |                   |                 | \$10,290.00    |  | \$24.50 per radio per month (857.50 /month) - Review past payments, reimburse from mitigation (See below)                         |
| 70001.1 - RCS Nextgen 2021 reimbursement from mitigation    |       | Fire Mitigation revenue   | \$10,290.00    |                   |                 | \$10,290.00    |  | These two lines are the reimbursement of operating expense from mitigation for the nextgen infrastructure upgrades of FY2021      |
| 70009.2 - Type 3 engine - Mitigation funds                  |       | Capital Exp. (Mitigation) | \$41,611.00    |                   |                 | \$72,000.00    | Upgrade Darley Pump, Comms and Chassis: \$30,000                   |   |
| 70004.5 - Fire Station Developments Costs - Fire Mitigation |       | Capital Exp. (Mitigation) | \$350,000.00   |                   |                 | \$350,000.00   | Just station 3   |   |
| 70005 - New Station Consulting                              | 0.00% | Capital Exp. (Mitigation) |                |                   |                 | \$90,000.00    | Need estimate for robin  | Biglone construction managing   |
| 70010.1 - Fire Hose - Mitigation funds                      |       | Capital Exp. (Mitigation) | \$10,000.00    | \$6,955.00        |                 | \$10,000.00    | Wildland hose From Fire Etc.                                       |   |
| 70011 - VHF Radio replacement                               |       | Capital Exp. (Mitigation) | \$81,400.00    |                   |                 | \$0.00         | VHF Mobile radios (Finished FY2022-23)                             | VHF radios from mitigation funds (american radio quote)   |
| 70012.3 - Cardiac Monitor Replacement - Mitigation Funds    |       | Capital Exp. (Mitigation) | \$51,111.02    |                   |                 | \$0.00         | Finished in FY 2022-23   | 1/2 of \$108k from mitigation. Napier staff report Jan 2022. This number is lower due to cost of monitors being less than quoted. |
| <un numbered> PPE 6 sets                                    |       | Capital Exp. (Mitigation) |                |                   |                 | \$20,000.00    | 6 sets of PPE  |   |
| <un numbered> Type 1 payments                               |       | Capital Exp. (Mitigation) |                | \$97,418.00       |                 | \$97,500.00    | Type 1 engine payments - constant for 7 years                      |   |
| <un numbered> Fire Station Expansion                        |       | Capital Exp. (Mitigation) |                |                   |                 | \$150,000.00   | Station 1 and 2 upgrades   |   |
| <un numbered> New TIC (replacement for E161)                |       | Capital Exp. (Mitigation) |                |                   |                 | \$7,758.54     | New Thermal imaging Camera   |   |
| <un numbered> Airbag system for E161                        |       | Capital Exp. (Mitigation) |                |                   |                 | \$4,975.00     | Air Bag System for E161  |   |
| <un numbered> MDC->iPad Program                             |       | Capital Exp. (Mitigation) |                |                   |                 | \$0.00         | One iPad/TC with mounts for C1602 (Pilot) - pull from Northcomm    |   |
| <un numbered> VHF Mobile Radio Installs                     |       | Capital Exp. (Mitigation) |                |                   |                 | \$0.00         | Installation of VHF Mobiles (done in FY 2022)                      |   |
|   |       |                           |                |                   |                 |                |  |   |
| Mitigation Balance FY 2023 (Capital Expenses)               |       |                           | \$554,702.02   |                   |                 | \$812,523.54   |  |   |
|   |       |                           |                |                   |                 |                |  |   |
| GRANT REVENUE   |       | TYPE                      | Projected      | Actuals - 10 MTHS | Actuals - FINAL | Projected      |  |   |
| 45000 . Fire Explorer Post Donations                        | 0.00% | Grant Revenue             | \$10,000.00    |                   |                 | \$5,000.00     |  | Expected to be about the same in FY22   |
| 46000.1 - Applied UASI Grant income - 2019                  |       | Grant Revenue             |                |                   |                 |                | Done   |   |
| 46000.2 - Applied UASI Grant income - 2020                  |       | Grant Revenue             |                |                   |                 |                | Done   |   |
| 46000.3 - Applied UASI Grant income - 2021                  |       | Grant Revenue             |                |                   |                 |                |  |   |
| 46000.4 - Applied UASI Grant income - 2022                  |       | Grant Revenue             | \$33,368.00    |                   |                 | \$42,100.00    | 2022 uasi to to be spent after Sept 2023 on CFED, RS1, fresno, etc |   |
| 46000.5 - Applied UASI Grant Income - 2023                  |       | Grant Revenue             |                |                   |                 |                |  |   |
| 47000 . Applied SHSGP Grant Income                          | 3.00% | Grant Revenue             | \$14,150.00    |                   |                 | \$11,000.00    |  |   |
| 48000 . Applied Grant Income-Other                          |       | Grant Revenue             | \$30,000.00    |                   |                 | \$30,000.00    |  | Other, non-federal grants, not NRGp   |
| 44000 . Fire Foundation Fund                                | 3.00% |                           |                |                   |                 |                |  |   |
| 46000 . Applied UASI Grant Income                           | 3.00% |                           | \$33,368.00    |                   |                 | \$42,100.00    |  | Each of the below refer to a specific grant year. This entry is the rolled up sum of all the years                                |
| 49002 - San Diego COVID-19 ARPA Grant (3/11/2021)           |       | Grant Revenue             | \$179,000.00   |                   |                 | \$179,000.00   | Fire Station HVAC Systems and Kitchen Remodels;JGN                 | ARPA Grant for infrastructure   |
| 49003 - San Diego COVID-19 ARPA Grant (12/22/2021)          |       | Grant Revenue             | \$67,412.00    |                   |                 | \$0.00         | 100% Spent;JGN   | ARPA Grant for cardiac monitors   |
| 49004 - Waldron Award                                       |       | Grant Revenue             | \$1,060,000.00 |                   |                 | \$1,060,000.00 | Fire Station 3 and BME Type 3;JGN                                  |   |
| 49005 - VC Fire Foundation Grant                            |       | Grant Revenue             | \$576,000.00   |                   |                 | \$576,000.00   |  | Fire Foundation Grant for FS3. Is this a promise from the fire foundation?  |
| 49006 - Neighborhood Reinvestment Grant Program             |       | Grant Revenue             | \$100,000.00   |                   |                 | \$100,000.00   |  | NRGP - Is this a new grant for 2022 or remaining funds from the 2021 grant? If it is remaining, there is ~58k left                |
| 49007 - San Diego County fire foundation grants             |       | Grant Revenue             | \$25,000.00    |                   |                 | \$0.00         |  | Need to find out status of this grant? Is this a new grant for 22 or leftover from 21   |



|  |       |                   |                |                   |                 |                |   |  |
|--|-------|-------------------|----------------|-------------------|-----------------|----------------|---|--|
| 49008 - CPF Grant - wellness   |       | Grant Revenue     | \$13,640.00    |                   |                 | \$0.00         | 100% spent:JGN  | Need to find out status of this grant? Is this a new grant for 22 or leftover from 21  |
| 49009 - FEMA FP&S Grant - Migrant Outreach                                 |       | Grant Revenue     |                |                   |                 | \$63,000.00    | New grant recieved in 2022, for migrant outreach videos |  |
| GRANT EXPENSES   |       | TYPE              | Projected      | Actuals - 10 MTHS | Actuals - FINAL | Projected      |   |  |
| 50502.1 - Applied UASI Grant income - 2019                                 |       | Grant Expense     |                |                   |                 |                |   | These grants mirror the training expenses for the indicated years  |
| 50502.2 - Applied UASI Grant income - 2020                                 |       | Grant Expense     |                |                   |                 |                |   |  |
| 50502.3 - Applied UASI Grant income - 2021                                 |       | Grant Expense     |                |                   |                 |                |   |  |
| 50502.4 - Applied UASI Grant income - 2022                                 |       | Grant Expense     | \$33,368.00    |                   |                 | \$42,100.00    |   |  |
| 50502.5 - Applied UASI Grant Income - 2023                                 |       | Grant Expense     |                |                   |                 |                |   |  |
| 51101.1 Professional and contract services - grant funded                  |       | Grant Expense     | \$5,000.00     |                   |                 | \$5,000.00     |   | Cordico funded from wellness grant   |
| 61515.1 PPE Grant (Was 51502 SHSGP Grant PPE)                              | 3.00% | Grant Expense     | \$14,150.00    |                   |                 | \$11,000.00    |   | Expected grant income  |
| 51514.1 Rescue Equipment Grant (Was 51503 equipment grant)                 | 3.00% | Operating Expense | \$10,815.00    | \$0.00            | \$0.00          | \$0.00         |   | Was categorized in OPERATING EXP in prior FY - should be a grant   |
| 70000 - Engine 163 & Equipment   |       |                   | \$200,000.00   |                   |                 |                |   | This entire expense is moved to FY23. \$200k for equipment, total of \$792561.74 to be financed. First payment in FY 2023  |
| 70009.1 - Type 3 engine - Waldron Award                                    |       | Grant Expense     | \$380,000.00   |                   |                 | \$380,000.00   |   |  |
| 70004.1 - Fire Station Development Costs - Waldron Award                   |       | Grant Expense     | \$178,000.00   |                   |                 | \$178,000.00   |   | \$502k out of \$680k went in fy21 for design portion of the contract, and workout gear   |
| 70004.2 - Fire Station Development Costs - COVID-19 ARPA Funds             |       | Grant Expense     | \$179,000.00   |                   |                 | \$179,000.00   |   |  |
| 70004.3 - Fire Station Development Costs - Fire Foundation Award           |       | Grant Expense     | \$576,000.00   |                   |                 | \$576,000.00   |   |  |
| 70004.4 - Fire Station Development Costs - Neighborhood reinvestment grant |       | Grant Expense     | \$57,986.10    |                   |                 | \$100,000.00   | Fire station Expansion                                  |  |
| 70012.2 - Cardiac Monitor Replacement - COVID-19 ARPA Funds                |       | Grant Expense     | \$33,706.00    |                   |                 | \$0.00         |   |  |
| 70013 - Workout gear - CPF wellness grant                                  |       | Grant Expense     | \$8,750.00     |                   |                 | \$0.00         |   | may be purchasable in FY21   |
| 65001 - SAFER grant FS 3 Payroll   |       |                   | \$424,047.75   |                   |                 | \$0.00         |   | target for year 1, station 3 starting in FY 23. 100% for all three years. This year, just expense 1/2 year of 3 captains, 3 engineers, and 3 FFs. \$2544286.50 for all three years, this is 1/2 of one years worth |
| 70009 - Type Three Engine  |       |                   | \$41,611.00    |                   |                 |                |   | \$380k from Marie Waldron \$, \$44201.61 from mitigation Total:421611 per invoiceoct 3, 2021 from BME  |
| 70004 - Fire Station Development Costs                                     |       |                   | \$350,000.00   |                   |                 |                |   | Build phase of erikson hall contract (estimate)  |
| 50502 - Training Expenses - UASI Grant Funded                              | 3.00% |                   | \$33,368.00    |                   |                 |                |   | was just uasi. Need sub categories for all grants and years of uasi  |
| ????? - FEMA FP&S Grant - Migrant Outreach                                 |       | Grant Expense     |                |                   |                 | \$36,000.00    | Preparate - Expect to spend about \$36k                 |  |
| Grant Revenue  |       |                   | \$2,108,570.00 |                   |                 | \$2,066,100.00 |   |  |
| Grant Expense  |       |                   | \$1,465,960.10 |                   |                 | \$1,507,100.00 |   |  |
| Grant Surplus  |       |                   | \$642,609.90   |                   |                 | \$559,000.00   |   |  |

**TREASURER'S REPORT**

**BOARD OF DIRECTORS' PACKET**

**VALLEY CENTER FIRE PROTECTION DISTRICT**

## Valley Center Fire Protection District

## Balance Sheet

As of May 31, 2023

|  | May 31, 23          |
|--|---------------------|
| <b>ASSETS</b>                            |                     |
| <b>Current Assets</b>                    |                     |
| Checking/Savings                         |                     |
| 11011 · Petty Cash                       | 67.06               |
| 1101 · General Operating #4811           | 11,045.48           |
| 1102 · Payroll Acct #2271                | 133,814.66          |
| 11013 · Fire Foundation #8451            | 4,044.16            |
| 11014 · Explorer #8469                   | 20,953.89           |
| 11015 · Training #7024                   | 28,531.14           |
| 11016 · Grant Acct #7073                 | 250,812.46          |
| 11021 · VCFPD Oracle Gen Fund - #47850   | 1,151,092.04        |
| 11022 · VCFPD Mitigation Fund - #47855   | 1,056,002.81        |
| 11023 · CFD 2008-01 - #47853             | 435,743.40          |
| <b>Total Checking/Savings</b>            | <b>3,092,107.10</b> |
| <b>Total Current Assets</b>              | <b>3,092,107.10</b> |
| <b>Fixed Assets</b>                      |                     |
| 1502100 · Engines and Vehicles           | 2,510,620.15        |
| 1500014 · Bldg Improvements              | 1,362,213.78        |
| 1501000 · Const in Progress              | 212,952.00          |
| 1503100 · Furniture & Equipment          | 1,921,937.35        |
| 15902 · General Fixed Asset - Depreciat  | -4,556,603.08       |
| 16000 · Land                             | 481,600.00          |
| <b>Total Fixed Assets</b>                | <b>1,932,720.20</b> |
| <b>Other Assets</b>                      |                     |
| 18001 · Accu Amoritization-Right of Use  | -5,435.03           |
| 18000 · Right-of-use - Finance Lease     | 16,909.00           |
| <b>Total Other Assets</b>                | <b>11,473.97</b>    |
| <b>TOTAL ASSETS</b>                      | <b>5,036,301.27</b> |
| <b>LIABILITIES &amp; EQUITY</b>          |                     |
| <b>Liabilities</b>                       |                     |
| <b>Current Liabilities</b>               |                     |
| Accounts Payable                         |                     |
| 20000 · Accounts Payable                 | 204,357.60          |
| <b>Total Accounts Payable</b>            | <b>204,357.60</b>   |
| <b>Credit Cards</b>                      |                     |
| 8180 · 8180 CitiBank                     | 866.59              |
| <b>Total Credit Cards</b>                | <b>866.59</b>       |
| <b>Other Current Liabilities</b>         |                     |
| 20002 · Lease liability - due w/in 1 yr  | 4,386.75            |
| 20015 · Citibank                         | 50.00               |
| 24000 · Payroll Liabilities              |                     |
| 24700 · PTO & Sick Time Accrual Payable  | 46,660.61           |
| 23200 · Wages Payable                    | 28,281.80           |
| 24100 · FF Assoc Dues& Cond Fee Payable  | 20.00               |
| 24300 · Cafe Health Payable              | -15,203.63          |
| 24400 · ACF Local Payable                | -20.00              |
| 24500 · 457 Payable                      | -5,507.80           |
| 24600 · Payroll Taxes Payable            | 16.19               |
| <b>Total 24000 · Payroll Liabilities</b> | <b>54,247.17</b>    |
| <b>Total Other Current Liabilities</b>   | <b>58,683.92</b>    |
| <b>Total Current Liabilities</b>         | <b>263,908.11</b>   |
| <b>Total Liabilities</b>                 | <b>263,908.11</b>   |
| <b>Equity</b>                            |                     |

Valley Center Fire Protection District  
**Balance Sheet**  
As of May 31, 2023

|                                       | May 31, 23   |
|---------------------------------------|--------------|
| 39000 · Investment in Gen Fixed Asset | 1,939,807.42 |
| 30000 · Opening Balance Equity        | 2,234,798.00 |
| 32000 · Retained Earnings             | 1,356,642.60 |
| Net Income                            | -758,854.86  |
| Total Equity                          | 4,772,393.16 |
| TOTAL LIABILITIES & EQUITY            | 5,036,301.27 |

## Valley Center Fire Protection District

## Profit &amp; Loss

May 2023

|   | May 23       |
|---|--------------|
| Ordinary Income/Expense                   |              |
| Income                                    |              |
| NON-OPERATING REVENUE                     |              |
| 30100 · Mitigation Fees Capital Expendi   | 40,402.46    |
| 30120 · Mitigation Interest               | 1,228.91     |
| Total NON-OPERATING REVENUE               | 41,631.37    |
| OPERATING REVENUE                         |              |
| 30130 · CFD2008-1 Interest                | 314.85       |
| 40000 · Benefit Fees/Standby (315001)     | 581,920.27   |
| 40100 · Taxes, Property (315000)          | 225,622.81   |
| 40200 · CFD-2000-1 (315002)               | 104,825.50   |
| 40300 · CFD-2008-01 (315003)              | 142,343.00   |
| 40400 · General Fund Interest             | 1,052.31     |
| 40700 · Community Development Fees        | 11,839.88    |
| 42000 · Incident Cost Recovery-Fire USA   | 3,900.00     |
| Total OPERATING REVENUE                   | 1,071,818.62 |
| Total Income                              | 1,113,449.99 |
| Expense                                   |              |
| OPERATIONS PROGRAMS                       |              |
| 51515.2 · PPE Non-Grant                   | 848.95       |
| Total OPERATIONS PROGRAMS                 | 848.95       |
| TRAINING                                  |              |
| 50100 · EMT & Paramedic License Renewal   | 165.50       |
| 50200 · Tuition & Reference Materials     | 1,102.00     |
| Total TRAINING                            | 1,267.50     |
| OVERHEAD / ADMINISTRATIVE SERV            |              |
| 51000.1 · Administrative Support Expenses | 4,893.55     |
| 51001 · Contingencies & Misc.             | 2.50         |
| 51003 · Bank Fees / Interest Expense      | 15.00        |
| 51006 · Election/Annexation Service       | 548.00       |
| Total OVERHEAD / ADMINISTRATIVE SERV      | 5,459.05     |
| CONTRACT SERVICES                         |              |
| 51101 · Professional & Contract Svcs      | 4,903.26     |
| 51110 · MDC Equip Replacement-HP Lease    | 500.89       |
| CONTRACT SERVICES - Other                 | 120.00       |
| Total CONTRACT SERVICES                   | 5,524.15     |
| COMMUNITY RISK REDUCTION                  |              |
| 51200 · CRRD Operational Expenses         | 3,450.00     |
| Total COMMUNITY RISK REDUCTION            | 3,450.00     |
| FIRE FACILITIES                           |              |
| FIRE STATION #1                           |              |
| 51301 · #1 Facility Maint/Repairs         | 2,520.11     |
| 51302 · #1 Utilities                      | 178.51       |
| Total FIRE STATION #1                     | 2,698.62     |
| FIRE STATION #2                           |              |
| 51310 · #2 Facility Maint/Repairs         | 911.85       |
| 51312 · #2 Utilities                      | 153.64       |
| Total FIRE STATION #2                     | 1,065.49     |
| Total FIRE FACILITIES                     | 3,764.11     |
| FIRE APPARATUS                            |              |
| 51400 · Operations Expense                | 7,222.15     |

## Valley Center Fire Protection District

## Profit &amp; Loss

May 2023

|  | May 23     |
|--|------------|
| 51402 · Fuel                             | 3,565.52   |
| Total FIRE APPARATUS                     | 10,787.67  |
| COMMUNICATIONS                           |            |
| 51601 · RCS Communication Fees           | 1,885.00   |
| Total COMMUNICATIONS                     | 1,885.00   |
| PARAMEDIC EMERGENCY SUPPLIES             |            |
| 51700 · Medical Equipment & Supplies     | 886.78     |
| Total PARAMEDIC EMERGENCY SUPPLIES       | 886.78     |
| PAYROLL-ADMINISTRATIVE                   |            |
| 60000 · Division Chief-Operations/Train  | 8,556.80   |
| 60200 · Battalion Chief-Fire Marshal     | 7,961.60   |
| 60300 · Administrative Captain           | 7,756.80   |
| 60400 · Administrative Asst-Office Mgr.  | 4,248.58   |
| 60500 · Bookkeeper                       | 1,815.00   |
| 60600 · Fire Chief                       | 9,156.80   |
| Total PAYROLL-ADMINISTRATIVE             | 39,495.58  |
| PAYROLL - OPERATIONAL PERSONNEL          |            |
| 61000 · Fire Engineers                   | 36,839.25  |
| 63000 · Firefighter-Paramedics           | 50,956.78  |
| 64000 · Fire Captains                    | 54,387.58  |
| Total PAYROLL - OPERATIONAL PERSONNEL    | 142,183.61 |
| PAYROLL EXPENSES                         |            |
| 66008 · Employer Taxes-FICA,SUTA,FUTA    | 13,268.75  |
| 66003 · Payroll Service                  | 390.97     |
| Total PAYROLL EXPENSES                   | 13,659.72  |
| CAPITAL PROJECTS                         |            |
| 70011 · VHF Radio Replacement            | 61,812.67  |
| 70004.1 · Fire Station Dev-Waldron Grant | 1,422.60   |
| 70000 · Engine 163 & Equipment           | 97,417.16  |
| Total CAPITAL PROJECTS                   | 160,652.43 |
| Total Expense                            | 389,864.55 |
| Net Ordinary Income                      | 723,585.44 |
| Other Income/Expense                     |            |
| Other Expense                            |            |
| 80000 · Suspense                         | 89,251.64  |
| Total Other Expense                      | 89,251.64  |
| Net Other Income                         | -89,251.64 |
| Net Income                               | 634,333.80 |

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Accrual Basis

# Valley Center Fire Protection District

## Profit & Loss Budget vs. Actual

### July 2022 through May 2023

|   | Jul '22 - May 23 | Budget       | \$ Over Budget | % of Budget |
|---|------------------|--------------|----------------|-------------|
| Ordinary Income/Expense                 |                  |              |                |             |
| Income                                  |                  |              |                |             |
| GRANT REVENUE                           |                  |              |                |             |
| 44000 · Fire Foundation Fund            | 6,575.00         |              |                |             |
| 48000 · Applied Grant Income-Other      | 41,340.32        | 27,500.00    | 13,840.32      | 150.3%      |
| 49008 · CPF - Wellness Grant            | 0.00             | 12,503.34    | -12,503.34     | 0.0%        |
| 49007 · SD County Fire Foundation Grant | 0.00             | 22,916.67    | -22,916.67     | 0.0%        |
| 49006 · Neighborhood Reinvestment Grant | 116,388.00       | 91,666.67    | 24,721.33      | 127.0%      |
| 49005 · VC Fire Foundation Grant        | 0.00             | 528,000.00   | -528,000.00    | 0.0%        |
| 49004 · Waldron Grant                   | 0.00             | 971,666.67   | -971,666.67    | 0.0%        |
| 49003 · SD COVID-19 ARPA Grant (12/21)  | 0.00             | 61,794.34    | -61,794.34     | 0.0%        |
| 49002 · SD COVID-19 ARPA Grant (03/21)  | 0.00             | 164,083.34   | -164,083.34    | 0.0%        |
| 49001 · SAFER Grant                     | 0.00             | 388,710.44   | -388,710.44    | 0.0%        |
| 45000 · Fire Explorer Post Donations    | 7,050.00         | 9,166.67     | -2,116.67      | 76.9%       |
| 47000 · Applied SHSGP Grant Income      | 15.00            | 12,970.84    | -12,955.84     | 0.1%        |
| 46000.4 · Applied UASI Grant - 2022     | 0.00             | 30,587.34    | -30,587.34     | 0.0%        |
| Total GRANT REVENUE                     | 171,368.32       | 2,321,566.32 | -2,150,198.00  | 7.4%        |
| NON-OPERATING REVENUE                   |                  |              |                |             |
| 30100 · Mitigation Fees Capital Expendi | 197,629.44       | 790,448.29   | -592,818.85    | 25.0%       |
| 30120 · Mitigation Interest             | 13,271.31        | 4,720.83     | 8,550.48       | 281.1%      |
| Total NON-OPERATING REVENUE             | 210,900.75       | 795,169.12   | -584,268.37    | 26.5%       |
| OPERATING REVENUE                       |                  |              |                |             |
| 30130 · CFD2008-1 Interest              | 4,968.04         | 1,961.65     | 3,006.39       | 253.3%      |
| 40150 · Misc Revenue                    | 8,427.97         |              |                |             |
| 49000 · NCD JPA Capital Equipment Reimb | 0.00             | 18,333.34    | -18,333.34     | 0.0%        |
| 40000 · Benefit Fees/Standby (315001)   | 1,676,650.40     | 1,573,401.55 | 103,248.85     | 106.6%      |
| 40100 · Taxes, Property (315000)        | 695,349.02       | 590,333.33   | 105,015.69     | 117.8%      |
| 40200 · CFD-2000-1 (315002)             | 301,479.09       | 291,754.36   | 9,724.73       | 103.3%      |
| 40300 · CFD-2008-01 (315003)            | 366,357.12       | 351,144.36   | 15,212.76      | 104.3%      |
| 40400 · General Fund Interest           | 7,439.00         | 4,294.83     | 3,144.17       | 173.2%      |
| 40500 · Mercy Transport Fees            | 31,054.43        | 40,497.68    | -9,443.25      | 76.7%       |
| 40600 · First Responder Fees            | 1,184.00         |              |                |             |
| 40700 · Community Development Fees      | 107,991.46       | 82,500.00    | 25,491.46      | 130.9%      |
| 40800 · Fire Prevention Inspection Fees | 0.00             | 7,333.34     | -7,333.34      | 0.0%        |
| 40900 · CFAA Reimbursement              |                  |              |                |             |
| 40901 · Payroll & Admin                 | 4,413.66         |              |                |             |
| 40900 · CFAA Reimbursement - Other      | 25,332.39        |              |                |             |
| Total 40900 · CFAA Reimbursement        | 29,746.05        |              |                |             |
| 42000 · Incident Cost Recovery-Fire USA | 16,765.52        | 18,883.33    | -2,117.81      | 88.8%       |
| 43000 · Training Reimb-Target & Palomar | 35,837.00        | 20,981.59    | 14,855.41      | 170.8%      |
| Total OPERATING REVENUE                 | 3,283,249.10     | 3,001,419.36 | 281,829.74     | 109.4%      |
| Total Income                            | 3,665,518.17     | 6,118,154.80 | -2,452,636.63  | 59.9%       |
| Expense                                 |                  |              |                |             |
| 66900 · Reconciliation Discrepancies    | -37.17           |              |                |             |
| OPERATIONS PROGRAMS                     |                  |              |                |             |
| 51515.2 · PPE Non-Grant                 | 18,133.35        | 29,362.67    | -11,229.32     | 61.8%       |
| 51515.1 · PPE Grant                     | 20,391.07        | 12,970.84    | 7,420.23       | 157.2%      |
| 51514.1 · Rescue Equip Grant            | 0.00             | 9,913.75     | -9,913.75      | 0.0%        |
| 51513 · BA's/Fit & Flow Test/Compressor | 6,023.39         | 7,113.34     | -1,089.95      | 84.7%       |
| 51512 · Tools/Minor Equip/Small Engines | 203.03           | 24,627.17    | -24,424.14     | 0.8%        |
| 51511 · Hose/Nozzles/Fittings/Ladders   | 25.86            | 8,259.17     | -8,233.31      | 0.3%        |
| Total OPERATIONS PROGRAMS               | 44,776.70        | 92,246.94    | -47,470.24     | 48.5%       |
| TRAINING                                |                  |              |                |             |
| 50502.4 · Applied UASI Grant - 2022     | 0.00             | 30,587.34    | -30,587.34     | 0.0%        |
| 50502.3 · Applied UASI Grant - 2021     | 2,296.00         |              |                |             |
| 50501 · Training Exp - Oper Exp Funded  | 18,643.72        | 22,000.00    | -3,356.28      | 84.7%       |
| 50000 · Explorer Post                   | 1,041.20         | 4,494.33     | -3,453.13      | 23.2%       |
| 50100 · EMT & Paramedic License Renewal | 3,752.00         | 4,290.00     | -538.00        | 87.5%       |

# Valley Center Fire Protection District

## Profit & Loss Budget vs. Actual

### July 2022 through May 2023

|   | Jul '22 - May 23  | Budget            | \$ Over Budget    | % of Budget   |
|---|-------------------|-------------------|-------------------|---------------|
| 50200 · Tuition & Reference Materials       | 4,049.00          | 9,867.00          | -5,818.00         | 41.0%         |
| 50500 · Training & Expenses                 | 891.48            | 0.00              | 891.48            | 100.0%        |
| <b>Total TRAINING</b>                       | <b>30,673.40</b>  | <b>71,238.67</b>  | <b>-40,565.27</b> | <b>43.1%</b>  |
| <b>OVERHEAD / ADMINISTRATIVE SERV</b>       |                   |                   |                   |               |
| 51000.1 · Administrative Support Expenses   | 106,663.12        | 138,590.30        | -31,927.18        | 77.0%         |
| 51000 · Service Awards & Commendations      | 0.00              | 0.00              | 0.00              | 0.0%          |
| 51001 · Contingencies & Misc.               | 3,680.26          | 11,916.67         | -8,236.41         | 30.9%         |
| 51002 · Recruitment and On Boarding Exp     | 8,716.91          | 7,333.34          | 1,383.57          | 118.9%        |
| 51003 · Bank Fees / Interest Expense        | 30.00             |                   |                   |               |
| 51006 · Election/Annexation Service         | 2,768.10          | 9,166.67          | -6,398.57         | 30.2%         |
| <b>Total OVERHEAD / ADMINISTRATIVE SERV</b> | <b>121,858.39</b> | <b>167,006.98</b> | <b>-45,148.59</b> | <b>73.0%</b>  |
| <b>CONTRACT SERVICES</b>                    |                   |                   |                   |               |
| 51101.1 · Prof. & Contract Svcs - Grant     | 0.00              | 4,583.34          | -4,583.34         | 0.0%          |
| 51101 · Professional & Contract Svcs        | 98,426.86         | 63,743.32         | 34,683.54         | 154.4%        |
| 51105 · Insurance                           | 34,236.00         | 36,488.98         | -2,252.98         | 93.8%         |
| 51107 · Trauma Intervention Program         | 3,450.00          | 2,145.00          | 1,305.00          | 160.8%        |
| 51109 · Burn Inst/Youth Fire Prevent        | 642.00            | 642.00            | 0.00              | 100.0%        |
| 51110 · MDC Equip Replacement-HP Lease      | 5,184.06          | 5,500.00          | -315.94           | 94.3%         |
| CONTRACT SERVICES - Other                   | 1,027.50          |                   |                   |               |
| <b>Total CONTRACT SERVICES</b>              | <b>142,966.42</b> | <b>113,102.64</b> | <b>29,863.78</b>  | <b>126.4%</b> |
| <b>COMMUNITY RISK REDUCTION</b>             |                   |                   |                   |               |
| 51200 · CRRD Operational Expenses           | 11,668.92         | 5,901.05          | 5,767.87          | 197.7%        |
| <b>Total COMMUNITY RISK REDUCTION</b>       | <b>11,668.92</b>  | <b>5,901.05</b>   | <b>5,767.87</b>   | <b>197.7%</b> |
| <b>FIRE FACILITIES</b>                      |                   |                   |                   |               |
| <b>FIRE STATION #1</b>                      |                   |                   |                   |               |
| 51303 · #1 Consumables                      | 1,002.62          | 3,300.00          | -2,297.38         | 30.4%         |
| 51301 · #1 Facility Maint/Repairs           | 23,456.18         | 31,895.71         | -8,439.53         | 73.5%         |
| 51302 · #1 Utilities                        | 6,649.82          | 16,057.67         | -9,407.85         | 41.4%         |
| <b>Total FIRE STATION #1</b>                | <b>31,108.62</b>  | <b>51,253.38</b>  | <b>-20,144.76</b> | <b>60.7%</b>  |
| <b>FIRE STATION #2</b>                      |                   |                   |                   |               |
| 51313 · #2 Consumables                      | 1,373.58          | 3,300.00          | -1,926.42         | 41.6%         |
| 51310 · #2 Facility Maint/Repairs           | 15,592.64         | 17,279.17         | -1,686.53         | 90.2%         |
| 51312 · #2 Utilities                        | 9,458.34          | 14,228.91         | -4,770.57         | 66.5%         |
| <b>Total FIRE STATION #2</b>                | <b>26,424.56</b>  | <b>34,808.08</b>  | <b>-8,383.52</b>  | <b>75.9%</b>  |
| <b>FIRE STATION #3</b>                      |                   |                   |                   |               |
| 51323 · #3 Consumables                      | 0.00              | 1,650.00          | -1,650.00         | 0.0%          |
| 51320 · #3 Facility Maint/Repairs           | 0.00              | 0.00              | 0.00              | 0.0%          |
| 51322 · #3 Utilities                        | 0.00              | 7,333.34          | -7,333.34         | 0.0%          |
| <b>Total FIRE STATION #3</b>                | <b>0.00</b>       | <b>8,983.34</b>   | <b>-8,983.34</b>  | <b>0.0%</b>   |
| <b>Total FIRE FACILITIES</b>                | <b>57,533.18</b>  | <b>95,044.80</b>  | <b>-37,511.62</b> | <b>60.5%</b>  |
| <b>FIRE APPARATUS</b>                       |                   |                   |                   |               |
| 51400 · Operations Expense                  | 90,388.96         | 152,875.01        | -62,486.05        | 59.1%         |
| 51402 · Fuel                                | 48,613.25         | 73,791.67         | -25,178.42        | 65.9%         |
| <b>Total FIRE APPARATUS</b>                 | <b>139,002.21</b> | <b>226,666.68</b> | <b>-87,664.47</b> | <b>61.3%</b>  |
| <b>OPERATIONS</b>                           |                   |                   |                   |               |
| 51504 · Station Uniforms                    | 567.84            |                   |                   |               |
| <b>Total OPERATIONS</b>                     | <b>567.84</b>     |                   |                   |               |
| <b>COMMUNICATIONS</b>                       |                   |                   |                   |               |
| 51600 · North County Dispatch               | 145,758.30        | 141,435.25        | 4,323.05          | 103.1%        |
| 51601 · RCS Communication Fees              | 13,017.50         | 10,972.50         | 2,045.00          | 118.6%        |



# Valley Center Fire Protection District

## Profit & Loss Budget vs. Actual

### July 2022 through May 2023

|   | Jul '22 - May 23 | Budget       | \$ Over Budget | % of Budget |
|---|------------------|--------------|----------------|-------------|
| Total COMMUNICATIONS                      | 158,775.80       | 152,407.75   | 6,368.05       | 104.2%      |
| PARAMEDIC EMERGENCY SUPPLIES              |                  |              |                |             |
| 51700 · Medical Equipment & Supplies      | 9,083.33         | 14,666.67    | -5,583.34      | 61.9%       |
| Total PARAMEDIC EMERGENCY SUPPLIES        | 9,083.33         | 14,666.67    | -5,583.34      | 61.9%       |
| PAYROLL-ADMINISTRATIVE                    |                  |              |                |             |
| 60000 · Division Chief-Operations/Train   | 98,167.05        |              |                |             |
| 60200 · Battalion Chief-Fire Marshal      | 91,210.42        |              |                |             |
| 60300 · Administrative Captain            | 90,706.10        |              |                |             |
| 60400 · Administrative Asst-Office Mgr.   | 49,662.19        |              |                |             |
| 60500 · Bookkeeper                        | 24,998.00        |              |                |             |
| 60600 · Fire Chief                        | 111,958.25       |              |                |             |
| PAYROLL-ADMINISTRATIVE - Other            | 0.00             | 383,576.64   | -383,576.64    | 0.0%        |
| Total PAYROLL-ADMINISTRATIVE              | 466,702.01       | 383,576.64   | 83,125.37      | 121.7%      |
| PAYROLL - OPERATIONAL PERSONNEL           |                  |              |                |             |
| 61000 · Fire Engineers                    | 447,882.68       | 0.00         | 447,882.68     | 100.0%      |
| 63000 · Firefighter-Paramedics            | 605,825.61       |              |                |             |
| 64000 · Fire Captains                     | 594,946.08       |              |                |             |
| 65000 · CFAA Costs                        | 4,681.39         |              |                |             |
| PAYROLL - OPERATIONAL PERSONNEL - Other   | 0.00             | 2,099,742.51 | -2,099,742.51  | 0.0%        |
| Total PAYROLL - OPERATIONAL PERSONNEL     | 1,653,335.76     | 2,099,742.51 | -446,406.75    | 78.7%       |
| PAYROLL EXPENSES                          |                  |              |                |             |
| 66008 · Employer Taxes-FICA,SUTA,FUTA     | 159,204.57       | 259,506.85   | -100,302.28    | 61.3%       |
| 66002 · FASIS Workers Comp Emp Asst       | 136,244.60       | 86,853.67    | 49,390.93      | 156.9%      |
| 66003 · Payroll Service                   | 4,714.71         | 5,500.00     | -785.29        | 85.7%       |
| 66004 · Health Benefit Costs              | 452.30           | 5,614.44     | -5,162.14      | 8.1%        |
| PAYROLL EXPENSES - Other                  | -1,805.18        |              |                |             |
| Total PAYROLL EXPENSES                    | 298,811.00       | 357,474.96   | -58,663.96     | 83.6%       |
| CAPITAL PROJECTS                          |                  |              |                |             |
| 70014 · CPR Machines                      | 87,810.65        |              |                |             |
| 70013 · Workout Gear-CPF Wellness Grant   | 0.00             | 8,020.84     | -8,020.84      | 0.0%        |
| 70012.3 · Cardiac Monitor - Mit Funds     | 0.00             | 46,851.77    | -46,851.77     | 0.0%        |
| 70012.2 · Cardiac Monitor - COVID-19 ARPA | 0.00             | 30,897.17    | -30,897.17     | 0.0%        |
| 70012 · Cardiac Monitor Replacement       | 90,981.57        |              |                |             |
| 70011 · VHF Radio Replacement             | 141,744.24       | 74,616.67    | 67,127.57      | 190.0%      |
| 70010.2 · Fire Hose - Op Expense          | 0.00             | 1,833.34     | -1,833.34      | 0.0%        |
| 70010.1 · Fire Hose - Mitigation Funds    | 6,954.62         | 9,166.67     | -2,212.05      | 75.9%       |
| 70004.5 · Fire Station Dev-Fire Mitigatio | 0.00             | 320,833.34   | -320,833.34    | 0.0%        |
| 70004.4 · Fire Station Dev - Neighborhood | 0.00             | 53,153.93    | -53,153.93     | 0.0%        |
| 70004.3 · Fire Station Dev - Fire Found.  | 0.00             | 528,000.00   | -528,000.00    | 0.0%        |
| 70004.2 · Fire Station Dev-COVID-19 ARPA  | 0.00             | 164,083.34   | -164,083.34    | 0.0%        |
| 70004.1 · Fire Station Dev-Waldron Grant  | 492,014.67       | 163,166.67   | 328,848.00     | 301.5%      |
| 70009.2 · Type 3 Engine - Mitigation Fund | 0.00             | 38,143.42    | -38,143.42     | 0.0%        |
| 70009.1 · Type 3 Engine - Waldron Grant   | 0.00             | 348,333.34   | -348,333.34    | 0.0%        |
| 70001.2 · RCS Nextgen '21 Reimbursement   | 0.00             | 9,432.50     | -9,432.50      | 0.0%        |
| 70001.1 · RCS Nextgen '21 - Mitigation    | 0.00             | 9,432.50     | -9,432.50      | 0.0%        |
| 70000 · Engine 163 & Equipment            | 297,417.16       | 0.00         | 297,417.16     | 100.0%      |
| 70001 · RCS NextGen Network Infrastruct   | 7,717.50         | 9,432.50     | -1,715.00      | 81.8%       |
| 70004 · Fire Station Development Costs    | -13,864.39       |              |                |             |
| 70005 · New Station Consulting            | 0.00             | 82,500.00    | -82,500.00     | 0.0%        |
| 70007 · Fire Station Electrical Resilia   | 88,608.00        |              |                |             |
| Total CAPITAL PROJECTS                    | 1,199,384.02     | 1,897,898.00 | -698,513.98    | 63.2%       |
| Total Expense                             | 4,335,101.81     | 5,676,974.29 | -1,341,872.48  | 76.4%       |
| Net Ordinary Income                       | -669,583.64      | 441,180.51   | -1,110,764.15  | -151.8%     |
| Other Income/Expense                      |                  |              |                |             |
| Other Expense                             |                  |              |                |             |

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Accrual Basis

**Valley Center Fire Protection District**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

|                     | Jul '22 - May 23   | Budget            | \$ Over Budget       | % of Budget    |
|---------------------|--------------------|-------------------|----------------------|----------------|
| 80000 · Suspense    | 89,271.22          |                   |                      |                |
| Total Other Expense | 89,271.22          |                   |                      |                |
| Net Other Income    | -89,271.22         | 0.00              | -89,271.22           | 100.0%         |
| Net Income          | <b>-758,854.86</b> | <b>441,180.51</b> | <b>-1,200,035.37</b> | <b>-172.0%</b> |