

VALLEY CENTER FIRE PROTECTION DISTRICT



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

Thursday – July 17, 2025 at 6:00 p.m.

Valley Center Fire Protection District Board of Directors
REGULAR MEETING AGENDA
July 17, 2025 / 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

None

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 on June 19, 2025

Standing Item – Review and Approve

- B. Proposal to adopt Resolution NO 2025-17 (Arco) on Intention to Annex Territory to CFD 2008-1.

Review and Approve

7. STAFF REPORTS

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

8. OLD BUSINESS

- A. Ratified 2025-26 MOU

9. NEW BUSINESS

- A. Public Hearing on Petition for Annexation of Territory to CFD 2008-01 and related matters, proposal to adopt Resolution NO 2025-18 (Lilac).
- B. Second reading and Adoption of Ordinance 66 Adopting Fees For Services By Reference To The California Health and Safety Code Sections §13916 and §13919, to update the District Fee Schedule.

10. TREASURER'S REPORT

Review of Fiscal Recap for June 2025 Treasurer's Report

11. CLOSED SESSION

A. Conference with Legal Counsel (LCW) – Existing Litigation (§ 54956.9) Name of Case: Joseph Basinski vs. Valley Center Fire Protection District (Case Number: 37-2023-00037377-CU-OE-CTL)

- 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 – August 21, 2025

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
June 19, 2025 / 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:
Lin Werkheiser – Present
Ron Duff – Present
Phil Bell – Present
Steve Hutchison – Present
Robb Rattray – Present
3. Pledge of Allegiance – led by Chief Napier
4. Public Comment – None
5. Proclamations and Presentations – A badge pinning was held for Chief Loffredo. Sheriff Kelly Martinez was at the meeting to swear him into his new responsibilities as arson investigator and fire marshal. Sheriff Martinez read the sheriff's badge poem, Chief Loffredo's wife, Nancy, pinned his badge on, then Sheriff Martinez administered the oath of office. Chief Loffredo addressed the Board after the swearing in.
6. Consent Calendar – The consent calendar, containing the minutes from the Special Meeting on May 6, 2025, Finance Committee Meeting on May 8, 2025 and the Regular Meeting on May 15, 2025, the proposal to adopt Resolution NO 2025-13 (Lilac) on Intention to Annex Territory to CFD 2008-1, a proposal to adopt Ordinance 65 regarding Fire Service Availability and Standby Cost of Living Increase and a proposal to adopt Resolution 2025-14 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 unanimously approved by the Board
7. Staff Reports
 - A. Fire Chief's Report – Chief Napier presented the month's activities
 - B. Operations Division Report – Chief Napier also gave the Operations Report
 - C. Fire Station Project Monthly Update – Weekly progress reports and minutes from the bi-weekly meetings from Erickson Hall were included in the board packet.

- D. Administrative Services & Community Risk Reduction Division Report – Chief Loffredo presented his report, he also updated the Board on his activities and training.
- E. Valley Center Firefighters Association Report – Firefighter Paramedic Scott Panici Local President, presented his report for the Board on the activities of the Local.

8. Old Business – None

9. New Business

- A. A proposal was made to adopt Resolution 2025-15 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, after motion made and seconded, Resolution 2025-15 was approved unanimously by the Board.
- B. There was a proposal made to adopt Resolution 2025-16 Approving the Memorandum of Understanding Between the Valley Center Fire Protection District and the Valley Center Firefighters Association IAFF LOCAL 5187, after motion made and seconded the resolution was approved unanimously with the requested modifications. The board would like pages numbered, the abbreviations outlined and the pay scale for 2025-26 included.
- C. The first reading of Ordinance 66 Adopting Fees For Services By Reference To The California Health and Safety Code Sections §13916 and §13919, to update the District Fee Schedule was presented to the Board by Chief Loffredo.
- D. The Board unanimously approved the Audit Engagement Letter from Nigro & Nigro for the FY2024-25 audit.
- E. The final Reading of the FY 2025-26 Budget was held

10. Treasurers Report – The Treasurers Report was presented by Director Rattray. There were questions and discussion about some line items. Director Duff asked that the reserve on the balance sheet be included on the Treasurer's Report. Director Werkheiser would like the loan amount for Station 3 shown. After motion made and seconded, the Treasurers Report was approved unanimously by the members present.

11. Closed Session – 7:45pm - A Closed Session was held to discuss with Legal Counsel – Existing Litigation (§ 54956.9) Name of Case: Joseph. Basinski vs. Valley Center Fire Protection District.

12. Announcement of Closed Session Actions – 8:16pm - Attorney's report out of closed session, the Board met in closed session on Basinski vs Valley Center Fire Protection District litigation, the Board took no reportable action.

13. Board of Directors Comments

Director Werkheiser congratulated Chief Loffredo and commented fate is waiting for you. Director Duff also congratulated and thanked Chief Loffredo, he knows his accomplishment was a lot of work. He also thanked the chiefs and everybody who participated in the CERT training. It was a really good training that will help him be a responsible neighbor if there is a disaster in the future. Director Hutchison added his congratulations to Chief Loffredo and also a thank you to Chief Duncan even though he wasn't at the meeting, for the work he is doing on the office trailer.

Director Rattray commented to Chief Loffredo that he is doing an awesome job and that he is the best person to fill that spot. He thanked chief, chief and chief for the work they are doing on station 3 and he appreciates the work done on the budget. Director Bell echoed the sentiments of the board, thank you for the past year and looking forward to many, many more. Got the notice of the letter from the court, light at the end of the tunnel and thank you Chief and Counsel for their work.

Adjournment – 8:22 p.m.

Ronald Duff, Secretary

NEXT REGULAR MEETING: July 17, 2025

RESOLUTION 2025-17
CFD 2008-1 ANNEXATION
ARCO
APN: 188-260-31-00



RESOLUTION NO. 2025-17

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

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

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

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

WHEREAS, the petition dated July 1, 2025 has been found to meet the requirements of Government Code section 53319, and

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

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

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

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

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

6. The Board shall hold a public hearing (the "Hearing") on the annexation of territory to the CFD and the proposed Rate and Method of Apportionment at 6 p.m., or as soon thereafter as practicable, on August 21, 2025, at the Valley Center Municipal Water District, at 29300 Valley Center Road, Valley Center, California. At the hearing, the Board will consider and finally determine whether the public interest, convenience and necessity require the annexation of territory to the CFD. Should the Board determine to annex territory to the CFD, a special election will be held to authorize the levy of the special tax in accordance with the procedures contained in Government Code section 53326. If held, the proposed voting procedure at the election is expected to be a landowner vote with each landowner of record as of the close of the Hearing having one vote for each acre of land or portion thereof owned within the territory to be annexed to the CFD. Ballots for the special election may be distributed by mail or by personal service. At the time and place set forth above for the Hearing, any interested person, including all persons owning lands or registered to vote within the proposed CFD, may appear and be heard.

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

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

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

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

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

PASSED AND ADOPTED by the Board of Directors of the Valley Center Fire Protection District on the 17th day of July, 2025 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

President, Board of Directors

Secretary, Board of Directors

STAFF REPORTS

BOARD OF DIRECTORS' PACKET

VALLEY CENTER FIRE PROTECTION DISTRICT



VALLEY CENTER FIRE PROTECTION DISTRICT

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



July 17, 2025

Fire Chief's Report Valley Center Fire Protection District Board

1. The Valley Center Fire Department had a busy month with 185 Emergency Incidents, Rescues, Fires, Training, Public Education and Business, Home Safety / Vegetation Management Inspections, Chamber of Commerce Event.
2. ALS Program: Protocol Updates
3. Operational Area Update: Policies and Procedure Updates
4. Local and Regional Training: RT130 Wildland Fire Preparation
5. Cal Fire Valley Center Battalion: Station 71 is a full staffing: 3367 and 3377, Type 3 with 3/0 staffing and ALS Ambulance, M71 staffed by AMR employees. Station 70 Under Construction.
6. Law Enforcement / Fire / Tribal Interagency Operations: Safety Planning: North Zone Earthquake Exercise
7. Fire Station 3: Grading Completed, Installing Utilities

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: June, 2025

Monthly Incident Data:

	VCFPD Station 1 E161 BR161	VCFPD Station 2 E162	VCFPD Station 2 OES E370	VCFPD Station 2 S162	VCFPD Admin Command	VCFPD Admin Prevention	Auto Aid Received	Auto Aid Given	Total Incidents	Turnout Time	Travel Time	Response Time
	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total Incidents	Total VCFPD Incidents	90 th Percentile	90 th Percentile	90 th Percentile
JAN	114	72	1	71	12	7	63	47	211	0:02:04	0:12:36	0:13:19
FEB	116	67	2	59	6	4	88	58	194	0:02:04	0:14:14	0:16:01
MAR	99	54	0	62	4	2	58	29	169	0:02:06	0:13:33	0:15:14
APR	106	60	0	79	2	1	49	32	187	0:02:06	0:13:14	0:14:39
MAY	92	67	0	73	10	3	63	40	178	0:02:16	0:14:19	0:15:25
JUN	103	52	1	77	9	6	67	31	185	0:02:17	0:13:23	0:14:35
JUL												
AUG												
SEP												
OCT												
NOV												
DEC												
June 2024	116	42	0	73	6	3	58	36	201	0:02:23	0:11:37	0:13:10
2024 Year End Total	1184	578	3	818	78	18	820	424	2218	0:02:24	0:13:59	0:15:09
2025 Year to Date	630	372	4	421	43	23	388	237	1124	0:02:17	0:14:17	0:15:43
2025 YTD % Change										-5%	2%	4%
Concurrent Incidents	Total Incidents	Two Concurrent Incidents	Three Concurrent Incidents	Four Concurrent Incidents	Five Concurrent Incidents	Two Concurrent Incidents	Three Concurrent Incidents	Four Concurrent Incidents	Five Concurrent Incidents			
2025 Monthly Total	185	46	8	1	0	24.86%	4.32%	0.54%	0.00%			
2025 Ambulance Responses Monthly	Medic 11	Medic 70	Medic 71	Medic 211	Rincon Fire Rescue Ambulance 181,182	North Zone Rescue Ambulance	Air Ambulance	Total Unit Responses	Total Unit Transports	90th Percentile Turnout	90th Percentile Travel	90th Percentile Response
Ambulance Transports	0	4	64	1	13	1	0	144	83	0:02:30	0:11:10	0:17:32

Firefighters in the program: 35

- Firefighter Driver Operators: 2
- Firefighter Paramedics: 16
- Firefighter EMTs: 19
- Fire Explorers: 7

Apparatus and Equipment:

Station 1:

- E-161 - In Service
- C-1601 - In Service
- C-1602 - In Service
- C-1603 – In Service

E-163 – In Shop Status
E169 – In Service-Reserve
C-1604 – In Service-Reserve
BR161 – In Service/Cross Staffed

Station 2:

- E-162 – In Shop
- S-162 – In Service

E-168 – Out of Service-Surplus Pending
OES E370 – In Shop Status

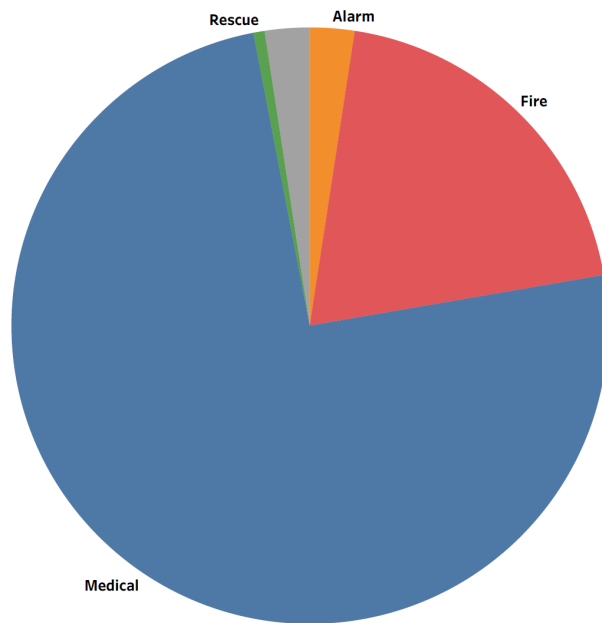
Valley Center Fire Station 1
28234 Lilac Road
Valley Center, CA 92082

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

Incidents in VALLEY CENTER FPD
June 2025

Agency
VALLEY CENTER FPD

Month
June 2025 to June 2025



Alarm	4 incidents / 2.41%
Fire	33 incidents / 19.88%
Medical	124 incidents / 74.70%
Rescue	1 incidents / 0.60%
Other	4 incidents / 2.41%
Grand Total	166 incidents / 100.00%

Problem Category

- Alarm
- Fire
- Medical
- Rescue
- Other

Special Training and Future Community Events:

- Planning Group Evacuation Sub-Committee Quarterly Meeting: July 24, 2025 Library
- National Night Out: August 5, 2025 at Adams Park: 5pm to 7pm
- SDG&E Fire Expo and Safety Fair at Bates Nut Farm: August 30, 2025: 8:30am to 1:30pm
- Fire Station 3 Grand Opening and Community Flag Pole Dedication: TBD
- Saturday, December 6, 2025, 5:00pm to 8:00pm: Annual Christmas Party at Valley Center Community Church

Legislative / Political Updates:

None at this time

Grants/Awards FY22-24:

- AFG Grant Application FY2024 in review
- Safer Grant Application FY2024 in review: New Percentages 2025: Years 1 and 2: 75%, Year 3: 35%

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

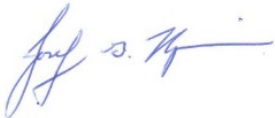
Valley Center Fire Station 2
28205 N. Lake Wohlford Road
Valley Center, CA 92082

Significant Incidents/Station Activities:

- Working Large Vehicle / RV Fire: Anthony Road
- Working Structure Fire: 27352 St. Andrews
- Rescue Traffic Collision: 28490 N. Lake Wohlford Road
- Vehicle vs Pedestrian: 28020 N. Lake Wohlford Road

Trauma Intervention Program (TIP):

- 4 TIP responses for the month of June, 2025 to Valley Center. Tip is still responding directly to the scene or ER for critical incidents at the request of our Fire Captains and Sheriff Deputies.



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

Weekly Construction Progress Update, Week Ending 06/14/2025

- ▶ Continue mass grading, build slopes and pads
- ▶ Performed manual probe testing and field density tests on compacted soils
- ▶ Started excavation and leveling the ground for septic tank and pipes
- ▶ Placement of new septic tank

Next Week's Activities

- ▶ Continue mass grading operations and compaction
- ▶ Building pad certification
- ▶ Internal plumbing stub for future connection to the inlet of septic tank
- ▶ County of San Diego Septic Inspection

Progress Photo's

	
<p>Septic Tank Placement</p>	<p>Septic Drain Fields</p>
	
<p>Excavate across Southwest Borrow Site</p>	<p>Continue Grading and Compaction</p>

Weekly Construction Progress Update, Week Ending 06/28/2025

- ▶ Pratt continues slope finish, compaction, grade check and moisture conditioning
- ▶ Nova continues compaction and high-density testing
- ▶ Masson survey for pad certification and underground utilities
- ▶ SDG&E pole survey completed

Next Week's Activities

- ▶ Start underground utilities
- ▶ County inspector visit
- ▶ Decorative existing rock placement

Progress Photo's

	
<p>Pratt Cutting the Driveway</p>	<p>Nova Testing Compaction & High Density</p>
	
<p>Masson Survey for Pad Certification & UG Utilities</p>	<p>SDG&E Pole Survey Staking</p>

Weekly Construction Progress Update, Week Ending 07/05/2025

- ▶ Start underground utilities
- ▶ Installation of sewer line to septic tank
- ▶ Sewer compaction inspections ongoing
- ▶ County inspection for site utilities

Next Week's Activities

- ▶ Continue underground site utilities
- ▶ Start electrical underground utilities
- ▶ Continue underground utilities inspections
- ▶ SDG&E Pre-construction coordination

Progress Photo's

	
<p>DMI Sewer Septic Tank POC</p>	<p>Nova Sewer Trench Compaction Inspection</p>
	
<p>DMI Gravel Delivery</p>	<p>Trench for Site Sewer Line</p>



Meeting #2

Erickson-Hall Construction Co.
500 Corporate Drive
Escondido, California 92029
Phone: (760) 796-7700

Project: 4211 - VCFPD Temp Fire Station No. 3
30100 Cole Grade Road
Valley Center, California 92082

Valley Center Temp FS3 - Bi-Weekly OAC Meeting Minutes

MEETING DATE: 06/18/2025 **MEETING TIME:** 02:00 pm - 03:00 pm Pacific Time (US & Canada)

MEETING LOCATION: Microsoft Teams

OVERVIEW:

Reviewed the project status, scope changes, and clarifications with the Owner and Architect.

NOTES:

ATTACHMENTS:

ATTENDEES:

Name	Company	Phone Number	Email	Attendance
Nathan Complin	Erickson-Hall Construction Co	(760) 801-4284	ncomplin@ericksonhall.com	Conference
Liberty Donovan	Erickson-Hall Construction Co	(760) 691-4650	ldonovan@ericksonhall.com	Conference
Jennifer Fairbanks	Erickson-Hall Construction Co	(760) 803-6024	jfairbanks@ericksonhall.com	Conference
Brandon Hamlett	Erickson-Hall Construction Co	(760) 715-3712	bhamlett@ericksonhall.com	Conference
Ed Lidyoff	Erickson-Hall Construction Co	(760) 566-5582	elidyoff@ericksonhall.com	Conference
Jessie Thompson	Erickson-Hall Construction Co	(760) 415-7582	jthompson@ericksonhall.com	Absent
Joe Monfreda	PBK Architects Inc. (Rancho Cucamonga)		joseph.monfreda@pbk.com	Absent
Roy Morales	PBK Architects Inc. (Rancho Cucamonga)	(909) 238-2477	roy.morales@pbk.com	Conference
Scotty Branson	Valley Center Fire Protection District		swinfeld@vcfpd.org	Conference
Scott Duncan	Valley Center Fire Protection District		sduncan@vcfpd.org	Absent
Justin Loffredo	Valley Center Fire Protection District		jloffredo@vcfpd.org	Absent
Joe Napier	Valley Center Fire Protection District	(760) 535-8505	napier@vcfpd.org	Conference

The above notes document our understanding of items discussed in the above referenced meeting. Unless a notice to the contrary is received within 48 hours of receipt of these minutes, the notations will be considered acceptable and shall stand as an accurate record at the discussions, decisions, and responsibility/action item assignments. Any accepted additions or corrections will be noted in the minutes of the next meeting.

Site/Safety						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	General Safety Items	Ed Lidyoff (Erickson-Hall Construction Co)	07/ 03/ 2025		Open
	Description: Mandatory safety orientation is required for all on site personnel and all workers, city or fire personnel, and visitors are required to check-in with onsite superintendent.					
	Official Documented Meeting Minutes: <ul style="list-style-type: none"> EHCC noted that they will be mobilizing a job trailer, after the building pad is completed next week. 					

Schedule						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	General Schedule	Ed Lidyoff (Erickson-Hall Construction Co)	06/ 30/ 2025	Medium	Open
	Description: Construction Start Date: 5/19/2025 Contract Completion Date: 10/31/2025 Estimated Completion Date: 10/31/2025 Variance +/- Days: 0 Days Weather Delays: 0 Days					
	Official Documented Meeting Minutes: <ul style="list-style-type: none"> EHCC noted that the septic system installation was completed ahead of schedule and will be reflected on the master project schedule update at the end of the month. 					
2.2	1	Look Ahead Schedules	Ed Lidyoff (Erickson-Hall Construction Co)			Open
	Description: Construction Progress Update: Team review and discussion of the Three-Week Look Ahead Schedule.					
	Official Documented Meeting Minutes: <ul style="list-style-type: none"> Earthwork is approximately 90% and the Pad Certification is scheduled for next week. <ul style="list-style-type: none"> Underground utility work will commence once the pad is certified. 					

Quality Control/ Inspector Items						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Testing/Inspections			Low	Open
	Description: All County inspections will be requested through the County of San Diego's website at least 24 hours in advance.					
	Official Documented Meeting Minutes:					

	<ul style="list-style-type: none"> Ed (EHCC) noted that Septic System was inspected on Monday, 6/16/2025 and approved by the County of San Diego Dept. of Environmental Health and Quality (DEHQ) ahead of the septic permit expiration.
	<p>Previous Meeting Minutes: 06/04/2025:</p> <ul style="list-style-type: none"> NOVA is currently onsite during fill placement and mass grading, testing compaction efforts.

RFIs						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	RFI Report	Roy Morales (PBK Architects Inc. (Rancho Cucamonga))	07/ 02/ 2025	Low	Open
	<p>Description: There are (3) RFIs to date, with (3) unanswered.</p> <p>-----</p> <p>There is one (1) RFI currently in draft mode related to erosion control type at Building Pads.</p>					
	<p>Official Documented Meeting Minutes: RFI 003: VCMWD Fire Service Backflow Assembly Detail - awaiting Civil Engineer's response. RFI 002: Walkway Paving Material - awaiting Civil Engineer's response. RFI 001: Flaggpole Light - awaiting Electrical Engineer's response.</p>					

Submittals						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Critical Submittals	Roy Morales (PBK Architects Inc. (Rancho Cucamonga))	07/ 02/ 2025	High	Open
	<p>Description: There are (3) critical submittals currently in review.</p>					
	<p>Official Documented Meeting Minutes:</p> <ul style="list-style-type: none"> Gate Hardware submittal was discussed and Chief Napier noted the following: <ul style="list-style-type: none"> Pedestrian gate needs to have a mechanized keypad lever set (same as FS 1), and Vehicular gate programming should be on a timer to remain open during normal business (day) hours 					

Owner Items						
6.1	1	Owner Items	Joe Napier (Valley Center Fire Protection District)	07/ 02/ 2025	Low	Open
	<p>Official Documented Meeting Minutes:</p> <ul style="list-style-type: none"> Chief Napier noted that Rincon Band of Luiseño Indians Cultural Resources Department contacted the Fire District to discuss why tribal monitoring was not performed on this project. 					

The above notes document our understanding of items discussed in the above referenced meeting. Unless a notice to the contrary is received within 48 hours of receipt of these minutes, the notations will be considered acceptable and shall stand as an accurate record at the discussions, decisions, and responsibility/action item assignments. Any accepted additions or corrections will be noted in the minutes of the next meeting.

	1	Flagpole Seatwall & Commemorative Bricks	Roy Morales (PBK Architects Inc. (Rancho Cucamonga))	07/ 02/ 2025	Medium	Open
	Official Documented Meeting Minutes: <ul style="list-style-type: none"> PBK still currently working on concept design for the commemorative bricks and seatwall at the flagpole per the request of the Owner. 					
	Previous Meeting Minutes: 06/04/2025: <ul style="list-style-type: none"> PBK is currently working on concept design for the commemorative bricks and seatwall at the flagpole per the request of the Owner. 					
6.3	1	Marquee Sign	Joe Napier (Valley Center Fire Protection District)	07/ 02/ 2025	Low	Open
	Official Documented Meeting Minutes: <ul style="list-style-type: none"> EHCC requested the location of the marquee sign and asked if the Fire District needs assistance pulling the signage permit. VCFPD noted that they will provide a location and that the marquee will be similar to what was installed at Fire Station #2. 					
	Previous Meeting Minutes: 06/04/2025: <ul style="list-style-type: none"> The Chief also noted there is an LED electronic sign that is being donated by the Community to the Fire Dept. EHCC already added a conduit for the future sign. However, the Fire Dept. would also like a Cat 6 line to go out there, so they can update the sign. EHCC to issue a confirming RFI for the additional Cat 6 line. 					

Architect Items						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	ASI's	Roy Morales (PBK Architects Inc. (Rancho Cucamonga))	06/ 25/ 2025	High	Open
	Description: There are (1) ASI's issued to date, (1) currently in draft. ASI 001 - County Approved Frontage Road Improvement Revisions - issued on 6/11/2025 ASI 002 - County Approved Minor Grading Plans_DRAFT There are (2) forthcoming ASI's: ASI 003 - Architectural and MEP Site Plans to match Civil background ASI 004 - Flagpole Design - PBK to send design and concept to Brandon (EHCC) in 2-weeks for review.					
7.2	2	Color Board - Exterior/Interior Colors	Roy Morales (PBK Architects Inc. (Rancho Cucamonga))	06/ 25/ 2025	High	Open
	Official Documented Meeting Minutes: <ul style="list-style-type: none"> Brandon (EHCC) noted that Simmons & Wood is ready to start painting immediately, but will need the colors that have been selected by the Fire Department. Chief Napier confirmed the Fire Department already have color swatches for the interior paint of the (2) mobile homes and will forward this information to the team. 					

The above notes document our understanding of items discussed in the above referenced meeting. Unless a notice to the contrary is received within 48 hours of receipt of these minutes, the notations will be considered acceptable and shall stand as an accurate record at the discussions, decisions, and responsibility/action item assignments. Any accepted additions or corrections will be noted in the minutes of the next meeting.



Erickson-Hall Construction
An Employee Owned Company

Meeting #2

- Nathan (EHCC) noted that the exterior of the trailers has been discussed with the planning group in regards to the elevations. EHCC will review the documentation and proceed as agreed.
- Roy (PBK) to review the previous discussions with the planning group for the exterior colors and will put together an ASI for the exterior color board.

Contractor Items

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
8.1	1	Long Lead Procurement			Medium	Open
	Description: <ul style="list-style-type: none">Generator & ATS - 12-15 weeks from order date - released on 6/11/2025SDG&E Meter Pedestal - released on 6/11/2025Distribution Panel - released on 6/11/2025					
	Official Documented Meeting Minutes: <ul style="list-style-type: none">Chief Napier (VCFPD) noted that propane tank should be procured from Alliance Propane.					
8.2	1	Large Rock Relocation				Open
	Official Documented Meeting Minutes: <ul style="list-style-type: none">VCFPD met with EHCC onsite today to review where the large rocks will be placed on slopes.EHCC noted that the Fire District does not want the rocks to be piled up and will place the rocks around the site as directed by the Fire District.					

Changes

9.1	1	Contingencies				Open
	Description: Starting Balance: \$113,879 Remaining Balance: \$113,879					
9.2	1	Potential Changes				Open
	Description: Discussion of any new or pending potential changes.					
9.3	1	Construction Change Orders				Open
	Description: There are (0) Construction Change Orders issued to date.					

Payment Applications

10.1	1	Monthly Progress Pay and Schedule of Values (SOV) Review			Low	Open
	Description: Review of Payment Applications and Status Update.					

The above notes document our understanding of items discussed in the above referenced meeting. Unless a notice to the contrary is received within 48 hours of receipt of these minutes, the notations will be considered acceptable and shall stand as an accurate record at the discussions, decisions, and responsibility/action item assignments. Any accepted additions or corrections will be noted in the minutes of the next meeting.

	Official Documented Meeting Minutes: <ul style="list-style-type: none"> EHCC noted that their May payment application was funded on Tuesday, 6/17/2025.

Round Table						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
11.1	1	Vacation/Important Dates				Open
	Description: Discussion of Upcoming Vacation or Holidays.					
	Official Documented Meeting Minutes: <ul style="list-style-type: none"> Brandon Hamlett (EHCC) will be on out of town from 6/23/2025 to 6/27/2025. 					

Upcoming Meetings						
12.1	1	Upcoming Bi-weekly Meeting Info.		07/ 02/ 2025		Open
	Description: The next OAC Meeting is scheduled for 7/2/2025 at 2:00 PM at the EHCC Jobsite and can be attended remotely via Microsoft Teams.					



Meeting #3

Erickson-Hall Construction Co.
500 Corporate Drive
Escondido, California 92029
Phone: (760) 796-7700

Project: 4211 - VCFPD Temp Fire Station No. 3
30100 Cole Grade Road
Valley Center, California 92082

Valley Center Temp FS3 - Bi-Weekly OAC Meeting Agenda

MEETING DATE: 07/02/2025 **MEETING TIME:** 02:00 pm - 03:00 pm Pacific Time (US & Canada)

MEETING LOCATION: Microsoft Teams

OVERVIEW:

Reviewed the project status, scope changes, and clarifications with the Owner and Architect.

ATTACHMENTS:

ATTENDEES:

Name	Company	Phone Number	Email
Nathan Complin	Erickson-Hall Construction Co	(760) 801-4284	ncomplin@ericksonhall.com
Liberty Donovan	Erickson-Hall Construction Co	(760) 691-4650	ldonovan@ericksonhall.com
Jennifer Fairbanks	Erickson-Hall Construction Co	(760) 803-6024	jfairbanks@ericksonhall.com
Brandon Hamlett	Erickson-Hall Construction Co	(760) 715-3712	bhamlett@ericksonhall.com
Ed Lidloff	Erickson-Hall Construction Co	(760) 566-5582	elidloff@ericksonhall.com
Jessie Thompson	Erickson-Hall Construction Co	(760) 415-7582	jthompson@ericksonhall.com
Joe Monfreda	PBK Architects Inc. (Rancho Cucamonga)		joseph.monfreda@pbk.com
Roy Morales	PBK Architects Inc. (Rancho Cucamonga)	(909) 238-2477	roy.morales@pbk.com
Scotty Branson	Valley Center Fire Protection District		swinfield@vcfpd.org
Scott Duncan	Valley Center Fire Protection District		sduncan@vcfpd.org
Justin Loffredo	Valley Center Fire Protection District		jloffredo@vcfpd.org
Joe Napier	Valley Center Fire Protection District	(760) 535-8505	napier@vcfpd.org

Site/Safety

1.1	1	General Safety Items	Ed Lidloff (Erickson-Hall Construction Co)			Open
	Description: Mandatory safety orientation is required for all on site personnel and all workers, city or fire personnel, and visitors are required to check-in with onsite superintendent.					

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Schedule

2.1	1	General Schedule	Ed Lidyoff (Erickson-Hall Construction Co)	06/ 30/ 2025	Medium	Open
	Description: Construction Start Date: 5/19/2025 Contract Completion Date: 10/31/2025 Estimated Completion Date: 10/31/2025 Variance +/- Days: 0 Days Weather Delays: 0 Days					
2.2	1	Look Ahead Schedules	Ed Lidyoff (Erickson-Hall Construction Co)			Open
	Description: Construction Progress Update: Team review and discussion of the Three-Week Look Ahead Schedule.					

Quality Control/ Inspector Items

3.1	1	Testing/Inspections			Low	Open
	Description: All County inspections will be requested through the County of San Diego's website at least 24 hours in advance.					

RFIs

4.1	1	RFI Report	Roy Morales (PBK Architects Inc. (Rancho Cucamonga))	07/ 02/ 2025	Low	Open
	Description: There are (3) RFIs to date, with (2) unanswered. ----- Open RFI's: RFI 001: Flagpole Design - awaiting ASI issuance. RFI 002: Walkway Paving Material - awaiting Civil Engineer's response.					

Submittals

5.1	1	Critical Submittals	Roy Morales (PBK Architects Inc. (Rancho Cucamonga))	07/ 02/ 2025	High	Open
	Description: There are (1) critical submittals currently in review. ----- Submittal #260000-4R1 - Product Data - Lighting					

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<p>Previous Meeting Minutes: 06/18/2025:</p> <ul style="list-style-type: none"> Gate Hardware submittal was discussed and Chief Napier noted the following: <ul style="list-style-type: none"> Pedestrian gate needs to have a mechanized keypad lever set (same as FS 1), and Vehicular gate programming should be on a timer to remain open during normal business (day) hours 						
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<p>Previous Meeting Minutes: 06/18/2025:</p> <ul style="list-style-type: none"> Chief Napier noted that Rincon Band of Luiseño Indians Cultural Resources Department contacted the Fire District to discuss why tribal monitoring was not performed on this project. 						
6.2	1	Flagpole Seatwall & Commemorative Bricks	Roy Morales (PBK Architects Inc. (Rancho Cucamonga))	07/ 02/ 2025	Medium	Open
<p>Description:</p> <ul style="list-style-type: none"> The concept design for the commemorative bricks and seatwall at the flagpole was submitted and approved by VCFPD on 6/30/2025. 						
<p>Previous Meeting Minutes: 06/18/2025:</p> <ul style="list-style-type: none"> PBK still currently working on concept design for the commemorative bricks and seatwall at the flagpole per the request of the Owner. 						
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	2	Color Board - Exterior/Interior Colors	Roy Morales (PBK Architects Inc. (Rancho Cucamonga))	06/ 25/ 2025	High	Open
Previous Meeting Minutes: 06/18/2025: <ul style="list-style-type: none"> Brandon (EHCC) noted that Simmons & Wood is ready to start painting immediately, but will need the colors that have been selected by the Fire Department. Chief Napier confirmed the Fire Department already have color swatches for the interior paint of the (2) mobile homes and will forward this information to the team. Nathan (EHCC) noted that the exterior of the trailers has been discussed with the planning group in regards to the elevations. EHCC will review the documentation and proceed as agreed. Roy (PBK) to review the previous discussions with the planning group for the exterior colors and will put together an ASI for the exterior color board. 						

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Previous Meeting Minutes: 06/18/2025: <ul style="list-style-type: none"> VCFPD met with EHCC onsite today to review where the large rocks will be placed on slopes. EHCC noted that the Fire District does not want the rocks to be piled up and will place the rocks around the site as directed by the Fire District. 						

Changes

9.1	1	Contingencies				Open
-----	---	---------------	--	--	--	------

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	Description: Starting Balance: \$113,879 Remaining Balance: \$113,879					
	1	Potential Changes				Open
	Description: Discussion of any new or pending potential changes.					
	1	Construction Change Orders				Open
	Description: There are (0) Construction Change Orders issued to date.					

Payment Applications

10.1	1	Monthly Progress Pay and Schedule of Values (SOV) Review			Low	Open
	Description: Review of Payment Applications and Status Update.					

Round Table

11.1	1	Vacation/Important Dates				Open
	Description: Discussion of Upcoming Vacation or Holidays.					

Upcoming Meetings

12.1	1	Upcoming Bi-weekly Meeting Info.		07/ 16/ 2025		Open
	Description: The next OAC Meeting is scheduled for 7/16/2025 at 2:00 PM at the EHCC Jobsite and can be attended remotely via Microsoft Teams.					



VALLEY CENTER FIRE PROTECTION DISTRICT

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



Administrative Services and Community Risk Reduction Division

Board Report - June 30, 2025

Section 1.0 - Administrative Services Report

Unrestricted Fund Balances

This section describes the state of the property tax bank accounts at the county, and our accounts at Cal-Trust. These accounts are the basis for our general operating funds, and can be used as needed without restriction. Accrual based, meaning these are the bank balances minus any outstanding payments like uncashed checks. This is a snapshot of the accounts thru June 30, 2025

*Accounts marked with * are held at the County, all others are with our bank*

<u>DESCRIPTION</u>	<u>Balance as of 06-30-25</u>
<i>*Property Tax</i>	<i>\$1,091,305.40</i>
<i>CFD 2008-01 Tax Account*</i>	<i>\$ 866,219.04</i>
<i>General Operating</i>	<i>\$ 466,459.40</i>
<i>Payroll</i>	<i>\$ 15,047.29</i>
<i>Training</i>	<i>\$ 30,824.76</i>
<i>Explorer</i>	<i>\$ 29,761.45</i>
<i>Fire Foundation</i>	<i>\$ 7,290.16</i>
<u>TOTAL</u>	<u>\$2,506,907.50</u>

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

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

June 2025 Expenses

<u>Description</u>	<u>Amount</u>
<i>Payroll</i>	<i>\$220,000.00</i>
<i>Expenses</i>	<i>\$340,525.07</i>
<i>Total</i>	<i>\$560,525.07</i>

June Additional Expenses

Fire Station #3 - Debt Service - Loan	\$79,868.53
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Balance of payment is under Mitigation restricted expenses

July additional expense

Renew FAIRA (General liability/auto)	\$67,566.00
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Renew RMS (Workers Comp-1st install)	\$43,909.00
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Valley Center Fire Station 1
28234 Lilac Road
Valley Center, CA 92082

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

Restricted Fund Balances

This section is the restricted fund balances. These funds are restricted in their usage, and cannot be used for general expenses. In the case of mitigation funds, they can only be used for apparatus, equipment and facilities upgrades (not maintenance). Grant monies can only be used within the requirements of the grants.

Account	Balance as of 06-30-25
Fire Mitigation*	\$419,258.76
Grant Account	\$ 91,674.55
Total	\$510,933.31

Expected Expenses in Restricted funds

This section outlines the expected big expenses in June that will be paid out of mitigation or grant restricted funds.

Capital One - Station 3 - 1st Pmt on Loan \$161,403.55

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

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

Administrative Services and Community Risk Reduction Report June 2025

June was a productive month for the Division. We are wrapping up our fiscal year and getting prepared for the next cycle. This month was an opportunity to clear the office of outstanding projects and get them to our customers. Sales for this month were \$6065.00. This month's notable activities were;

- County Fire Marshals Meeting - Code Development and Amendments
- North Zone Chiefs Meeting
- Completion of all California State Mandated Inspections including 850 Forms
- Streamline Software implemented and feedback has been positive
- Inspections scheduling with assistance from Amy Mayerchick to make the transition to all digital format
- Joint training with the San Diego Sheriff's Office at Weapons Training Unit.
- Social Media resurrected and will be used as another tool to promote the Valley Center Fire Protection District and disseminate information through expanded reach

July is already starting to be a busy month. The 2025 California Fire Code and 2026 San Diego County Consolidated Fire Code workshops have begun in earnest. I will be bringing the updated Codes to this Board for adoption in either August or September (the work is ongoing and a timeline is uncertain). We are working collectively to get this accomplished as fast as possible.

Sales Report: June 2025

This report provides an overview of the top-selling items and overall gross sales for the period of June 1, 2025, to June 30, 2025.

Top 5 Items by Gross Sales

Item	Gross Sales
Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (under 4000 sq ft Includes 2 inspections)	\$2,250.00
AB-38 Defensible Space Inspection	\$1,200.00
Commercial Plans (Building or sprinkler plans and resubmittals)	\$1,195.00
Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (4000 sq ft and above Includes 2 inspections)	\$560.00
Barns & Outbuildings (4,000 Sq Ft and over)	\$410.00

L ILAC

Jun 1, 2025--Jun 30, 2025



Item Sales Report

Item	GTIN	SKU	Category	Unit	Items Sold	Units Sold	Gross Sales
2.1.1 New Residential or remodel Plan Review (Any type under 4000 sq ft, includes Inspections)			2. Residential New Construction	ea	1	1	\$245.00
Regular				ea	1	1	\$245.00
2.1.3 Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (under 4000 sq ft Includes 2 inspections)			2. Residential New Construction	ea	5	5	\$2,250.00
Regular				ea	5	5	\$2,250.00
2.2.3 Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (4000 sq ft and above Includes 2 inspections)			2. Residential New Construction	ea	1	1	\$560.00
Regular				ea	1	1	\$560.00
Total				ea	18	18	\$6,065.00

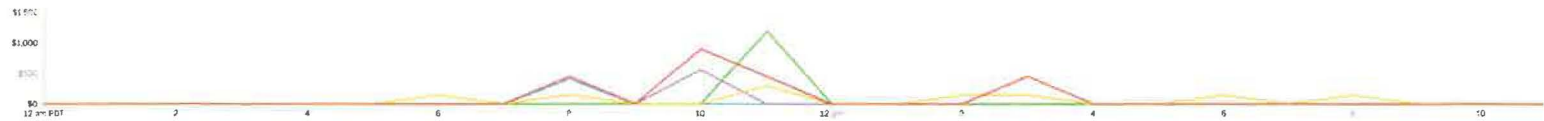
Item	GTIN	SKU	Category	Unit	Items Sold	Units Sold	Gross Sales
2.3.2 Accessory Dwelling Unit Plan Review (Includes 2 inspections)			2. Residential New Construction	ea	1	1	\$205.00
Regular				ea	1	1	\$205.00
2.3.5 Barns & Outbuildings (4,000 Sq Ft and over)			2. Residential New Construction	ea	1	1	\$410.00
Regular				ea	1	1	\$410.00
3.1.1 Commercial Plans (Building or sprinkler plans and resubmittals)			3. Commercial New Construction	ea	1	1	\$1,195.00
Regular				ea	1	1	\$1,195.00
4.1.21 AB-38 Defensible Space Inspection			4.1 Miscellaneous Fees	ea	8	8	\$1,200.00
Regular				ea	8	8	\$1,200.00
Total				ea	18	18	\$6,065.00

Detailed Sales Breakdown

Item	Category	Unit	Items Sold	Units Sold	Gross Sales
New Residential or remodel Plan Review (Any type under 4000 sq ft, includes inspections)	Residential New Construction	ea	1	1	\$245.00
Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (under 4000 sq ft Includes 2 inspections)	Residential New Construction	ea	5	5	\$2,250.00
Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (4000 sq ft and above Includes 2 inspections)	Residential New Construction	ea	1	1	\$560.00
Accessory Dwelling Unit Plan Review (Includes 2 inspections)	Residential New Construction	ea	1	1	\$205.00
Barns & Outbuildings (4,000 Sq Ft and over)	Residential New Construction	ea	1	1	\$410.00
Commercial Plans (Building or sprinkler plans and resubmittals)	Commercial New Construction	ea	1	1	\$1,195.00
AB-38 Defensible Space Inspection	Miscellaneous Fees	ea	8	8	\$1,200.00

Top 5 Items: Gross Sales

2.1.3 Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (under 4000 sq ft includes 2 inspections) \$2,250.00 4.1.21 AB-38 Defensible Space Inspection \$1,200.00 3.1.1 Commercial Plans (Building or sprinkler plans and resubmittals) \$1,195.00 2.2.3 Residential Fire Sprinklers NFPA 13-D or NFPA 13-R (4000 sq ft and above includes 2 inspections) \$560.00 2.3.5 Barns & Outbuildings (4,000 Sq Ft and over) \$410.00



Item	GTIN	SKU	Category	Unit	Items Sold	Units Sold	Gross Sales +
2.1.1 New Residential or remodel PL...	Regular		2. Residential New Construction	ea	1	1	\$245.00
				ea	1	1	\$245.00
2.1.3 Residential Fire Sprinklers NFP...	Regular		2. Residential New Construction	ea	5	5	\$2,250.00
				ea	5	5	\$2,250.00
2.2.3 Residential Fire Sprinklers NFP...	Regular		2. Residential New Construction	ea	1	1	\$560.00
				ea	1	1	\$560.00
2.3.2 Accessory Dwelling Unit Plan R...	Regular		2. Residential New Construction	ea	1	1	\$205.00
				ea	1	1	\$205.00
2.3.5 Barns & Outbuildings (4,000 S...	Regular		2. Residential New Construction	ea	1	1	\$410.00
				ea	1	1	\$410.00
3.1.1 Commercial Plans (Building or ...	Regular		3. Commercial New Construction	ea	1	1	\$1,195.00
				ea	1	1	\$1,195.00
4.1.21 AB-38 Defensible Space Insp...	Regular		4.1. Miscellaneous Fees	ea	8	8	\$1,200.00
				ea	8	8	\$1,200.00
Total				ea	18	18	\$6,065.00

Valley Center Firefighters Association Report – July 17, 2025

Good evening, unfortunately I could not make it to this meeting in person due to my fiancée and I getting married in Colorado. As far as updates go, we would like to thank all who attended the 4th of July get together. It was a fun experience for Amie and I and we were glad to hear all the positive feedback from it. We hope you enjoyed it and plan to make it a tradition.

As far as updates from the union side, I would like to announce that members are starting to make amends and are looking forward to working together as a group and not as an individual. We are trying to schedule meetups and gatherings to improve camaraderie. We are looking to focus on hiring more employees and to find ways to help recruit more people to join the Valley Center Fire Protection District family.

Again, I want to thank all of you for supporting us as a Union, and as a Fire Protection District. We look forward to working alongside the board members and management in a friendly, professional matter

L5187 Union President

-Scott Panici

OLD BUSINESS

BOARD OF DIRECTORS' PACKET

VALLEY CENTER FIRE PROTECTION DISTRICT

Valley Center Fire Protection District

AND



VALLEY CENTER FIRE FIGHTERS ASSOCIATION

Memorandum of Understanding

July 1, 2025-June 30, 2026

**VALLEY CENTER FIRE PROTECTION DISTRICT
MEMORANDUM OF UNDERSTANDING
TABLE OF CONTENTS**

SECTION 1: LEGALITIES

- 1.1: Preamble**
- 1.2: Provisions of Law**
- 1.3: SOGs and Policies Referenced Within this MOU**
- 1.4: Agreement Term**
- 1.5: Recognition**
 - 1.5.1 : Recognized Unit Members**
- 1.6: Agreements, Modifications, and Waivers**
- 1.7: Authorized Agents and Representatives**

SECTION 2: RIGHTS AND PRIVILEGES

- 2.1: Employee Rights**
- 2.2: VCFFA Rights**
- 2.3: District Management Rights**

SECTION 3: WORKING CONDITIONS

- 3.1: Shift Schedules**
- 3.2: Administrative Captain Position**
- 3.3: Probationary Period**
 - 3.3.1 : Initial Probationary Period**
 - 3.3.2 : Promotional Employees**
- 3.4: Department Seniority**

SECTION 4: PAY AND REIMBURSEMENTS

- 4.1: Pay Schedules**
- 4.2: Training/Court Pay**
 - 4.2.1 : Mandatory Training Pay**
 - 4.2.2 : Court Standby and Appearance Pay**
 - 4.2.2-A: Court Standby Pay**
 - 4.2.2-B: Court Pay**
- 4.3: Acting Pay**
- 4.4: Holiday Pay**
- 4.5: Callback Pay**
- 4.6: Limit on Consecutive Hours Worked**
- 4.7: Overpayment Remedy**
- 4.8: Reimbursements, Bonus Pay**
 - 4.8.1 : Paramedic and EMT License Renewal Reimbursement**

- 4.8.2 : Tuition Reimbursement
- 4.9: Jury Duty Pay
 - 4.9.1 : Pay while on jury duty
 - 4.9.2 : Notifying Supervisors
- 4.10 : Witness Pay
- 4.11 : Education Incentive

SECTION 5: BENEFITS

- 5.1: Uniform Allowance
- 5.2: VCFPD Medical Benefits Plan
- 5.3: Employee Assistance Plan (EAP)
- 5.4: Deferred Compensation (457) Savings Account Plan- ROTH IRA
- 5.5: 401(a) Public Employee Retirement Contribution Program
- 5.6: Catastrophic Leave Plan

SECTION 6: HOLIDAYS, LEAVE, AND TRADES

- 6.1: Vacation, Comp Time, Sick Leave, and Bereavement Accruals
 - 6.1.1 : Temporary Light Duty Assignment
- 6.2: Shift Trade Policy

SECTION 7: GRIEVANCE PROCEDURE

- 7.1: Purpose
- 7.2: Definitions
- 7.3: Grievance Procedure

SECTION 8: DISCIPLINARY PROCEDURE

- 8.1: Applicability
- 8.2: Pre-Disciplinary Procedure
- 8.3: Informal Disciplinary Appeal Procedure
- 8.4: Formal Disciplinary Appeal Procedure

Attachments:

Exhibit A: Pay Scales

MEMORANDUM OF UNDERSTANDING

July 1, 2025- June 30, 2026

SECTION 1: GENERAL

1.1: Preamble

This Memorandum of Understanding is entered into pursuant to applicable provisions of State law and local ordinance between the Valley Center Fire Fighters Association and the Valley Center Fire Protection District, IAFF Local 5187, containing the complete results of negotiations concerning wages, hours and other terms and conditions of employment for employees represented herein. The parties hereto have met and conferred in good faith in order to reach this agreement.

1.2: Provisions of Law

It is understood and agreed that this MOU is subject to all current and future applicable federal and State laws and regulations. If any part or provision of this MOU is in conflict or inconsistent with such applicable provisions of those federal or State enactments or is otherwise held to be invalid or unenforceable by any court of competent jurisdiction, such part or provision shall be suspended and superseded by such application law or regulation, and the remainder of the MOU shall not be affected thereby. If any substantive part or provision of this MOU is suspended or superseded, the parties agree to reopen negotiations regarding the suspended or superseded part provided that total compensation to employees under the MOU shall not be reduced or increased as a result of this Article.

1.3: SOGs, Policies and General Orders Referenced Within the MOU

Given the constantly evolving nature of the District, several District Policies, SOGs, and General Orders are referenced within this MOU. When referenced, these shall be recognized as binding documents within the scope of this MOU and shall not be amended, altered, or revised without a written agreement between both the Administration and the VCFFA. However, it is recognized that these documents may need updating or revisions during the term of this agreement and that these changes may be mutually agreed upon outside of the formal meet-and-confer process. If, however, the changes cannot be mutually agreed to, no changes will be implemented without a formal re-opening of the MOU and a recognized meet-and-confer process.

Any side wishing to make changes to any of the policies, SOG's, and General Orders etc. referenced within this MOU must provide the other side with the proposed changes on official letterhead. Should there be no objection to the changes, the propositioned side will accept the suggested changes on official letterhead. Changes then will be implemented and a notification be sent to all affected parties. If either side wishes to discuss the changes, a representative meeting will be arranged within seven (7) business days to meet and discuss the changes suggested and the rationale behind the changes. If the changes are then agreed upon, they will be implemented. If the changes cannot be agreed to, there will be no change to that document until the matter can be re-introduced during formal negotiations. This only pertains to the sections of any SOG, Policy, GO, or other material that directly relate to the employee classifications covered by this MOU.

Lexipol Policies References within this MOU:

- Policy 1008 - Tuition Reimbursement
- Policy 1010- Emergency Recall
- Policy 1011- Overtime
- Policy 1029 - Uniform Regulations
- Policy 1047 – Sick, Bereavement Leave and Catastrophic Leave
- Policy 1048 - Family and Medical Leave
- Policy 1049 - Staffing and Scheduling
- Policy 1050 - Vacation, Personal Time Off and Comp Time
- Policy 1035 – Return to Work

1.4: Agreement Term

The term of this Agreement shall become effective July 1, 2025. This Agreement shall expire and otherwise fully terminate on June 30, 2026. If a successor MOU has not been reached by June 30, 2026, the terms and conditions of the current MOU will be extended until a successor MOU is adopted.

In the event either party hereto desires to negotiate a successor MOU, such party shall serve upon the other its written request to commence negotiations, as well as any written proposals for such successor MOU. Upon receipt of such proposal, negotiations shall begin no later than thirty (30) calendar days after such receipt.

In the event that the proposed tax reapportionment from the county is granted, and the District receives an increase in the tax apportionment during this contract period, both parties agree to reopen negotiations for the purpose of wages and benefits.

1.5: Recognition

Pursuant to the provisions of local ordinance and applicable State law, effective May 16, 2020, the Valley Center Fire Fighters Association, IAFF Local 5187 (henceforth referred to as the VCFFA), is hereby acknowledged as the exclusive recognized employee organization for District employees in the full-time positions identified in 1.5.1.

1.5.1 : Recognized Unit Members

The following full-time positions are covered by this MOU:

- Fire Captain (including Administrative Captain)
- Fire Engineer
- Firefighter Paramedic
- Firefighter EMT

1.6: Agreements, Modifications, and Waivers

This Agreement sets forth the full and entire agreement of the parties regarding wages, hours and other terms of employment, and any other prior or existing understanding or agreements over these matters between parties, whether formal or informal, are hereby superseded and terminated in their entirety.

No agreement, alteration, understanding, variation, waiver, or modification of any of the terms or provisions contained herein shall in any manner be binding upon the parties hereto unless made and executed by all parties hereto.

The waiver of any breach, term, or condition of this Agreement by either party shall not constitute a precedent in the future enforcement of all its terms and provisions.

1.7: Authorized Agents and Representatives

The Districts' principal authorized agent shall be the District Fire Chief or the District Fire Chief's authorized representative. The District Fire Chief may assign a particular chief officer, management employee or contract legal services specifically designated in connection with the performance of a specific function or obligation set forth in the MOU. The VCFFA's principal authorized agent shall be its Association President or a duly authorized designee of the president.

SECTION 2: RIGHTS AND PRIVILEGES

2.1: Employee Rights

As a result of this MOU, no person shall be favored or discriminated against by either the District or VCFFA, to the extent provided by law because of political or religious opinions or affiliations, race, national origin, age, sex, sexual orientation or disability. Neither the District nor VCFFA shall interfere with, intimidate, restrain, coerce, or discriminate against employees covered by this MOU because of the exercise of rights to engage or not engage in VCFFA activity or because of the exercise of any right provided to employees by this MOU or the Meyers-Milias-Brown Act. Nothing in this MOU shall be construed as a waiver of any of the following rights of individual employees, which may be exercised in compliance with applicable laws, ordinances and rules and regulations.

2.2: VCFFA Rights

As the recognized employee organization, VCFFA has the following rights which the District hereby recognizes:

- (a) To govern its internal affairs;
- (b) To use bulletin boards at District offices in locations convenient to VCFFA and approved by the Fire Chief. VCFFA shall have exclusive control over the material placed on the bulletin boards designated for its use; provided, however, that VCFFA agrees to not post, and to immediately remove any unauthorized material, which is defamatory, violates District policies designed to assure a workplace free from harassment or discrimination, violates rules relating to political advocacy in the workplace, or violates any state or federal law;
- (c) To use, with prior approval of the Fire Chief, District facilities for off-duty meetings of VCFFA members; provided, however that use of District equipment or supplies other than incidental use during such meetings of items normally used at business meetings such as desks, chairs, blackboards, dry boards, and similar items.
- (d) Union Access: Duly authorized representatives of the Union shall have access to the locations where work is being carried on, during working hours, for the purpose of observing working and safety conditions, investigating grievances, and seeing that the provisions of this Agreement are observed, provided that the employees are not interfered with in their work. This shall include, but is not limited to Fire Stations, drill grounds, and emergency scenes.

(e) To have up to two of its members designated as representatives for the purposes of meeting and conferring with the District and to have those members provided with reasonable time off without loss of pay, during scheduled work hours, when those representatives are meeting and conferring with representatives of the District on matters within the scope of representation.

(f) A representative shall be allowed to be present, at the request of the represented employee, during any hearing or meeting regarding discipline or a grievance.

(g) VCFFA may designate one employee representative to assist an employee in preparing and presenting materials for disciplinary or grievance procedures. The designated employee representative shall be allowed reasonable release time from regularly scheduled duties for the purpose of investigating and preparing material for such procedures. Supervisors shall be given at least one-day prior written notice in the event release time is requested, unless the supervisor agrees otherwise. Employee representatives, who investigate, prepare, or present materials during off-duty time shall do so on their own time and shall not be considered to be working. Employee representatives and employees who attend personnel hearings during their off-duty time shall do so on their own time and shall not be considered to be working. If an employee who would otherwise be off-duty during the time of a personnel hearing is subpoenaed or ordered to attend the hearing, then the employee shall be considered to be working during the time the employee is in at the hearing in response to the order or subpoena.

(h) A designated employee representative requesting time off under this Section shall direct the request to the Fire Chief in writing within a reasonable time before the date requested. The Fire Chief shall respond to the request as soon as feasible, but not later than 5:00 p.m. on the next business day following the request. The request may be denied only if the Fire Chief determines that it would unreasonably interfere with district staffing or sufficient coverage of district assignments. If the Fire Chief or his designee does not grant the release time because of workload or other scheduling reasons, the Fire Chief or Designee shall give notice to the employee of a date or dates when the release time will be provided.

(i) VCFFA shall have the right upon request and prior to implementation, to meet and confer with Management any significant change in terms and/or conditions of employment, which results in a significant impact on employees, except in emergencies.

Emergencies or emergency conditions as defined as civil emergency conditions that may exist including, but not limited to, riots, civil disorders, earthquakes, floods, greater alarm fires, or other similar declared/recognized catastrophes.

2.3: District Management Rights

All management rights shall remain vested exclusively with the District except those which are clearly and expressly limited or explicitly eliminated by this MOU. It is recognized merely by way of illustration that such management rights include, but are not limited to:

(a) The right to determine the mission of the District, its advisory boards and commissions and work units.

(b) The right of full exercise and control of the management of the District, supervision of all operations, determination of the methods, means and personnel required to perform any and all work; and composition, assignment, direction, location and determination of the size and mission of the workforce.

(c) The right to determine the work to be done by the employees, including the establishment of levels of service and staffing patterns.

(d) The right to change or introduce new or improved operations, methods, means, equipment, or facilities.

(e) The right to prescribe qualifications for employment and determine whether they are met; to hire, set and enforce performance standards and promote employees; to establish, revise and enforce work rules; to schedule work time; to transfer, reassign or lay off employees; to determine the content of job classifications; to assign job classifications; to suspend, reduce in step, demote, discharge or otherwise discipline employees for cause; and, to otherwise maintain orderly, effective, efficient operations.

SECTION 3: WORKING CONDITIONS

3.1: Shift Schedules

FULL TIME BENEFITED: A shift is defined by 2, 24-hour shifts (48/96) between the hours of 8:00am to 8:00am or a 4/10 Administrative Schedule as outlined below (sec. 3.2)

48/96 schedule A, B, C shift
IE: AABBC, repeats

If a shift schedule for a particular calendar year shows that the same shift would be scheduled to work December 24th and 25th during a calendar year and both days fall within the 14 day pay period, the shift scheduled to work December 23rd will instead work on December 24th, and the shift scheduled to work December 24th will instead work on December 23rd.

IE: If the schedule were as follows:
22 23 24 25
A A B B

The schedule would become:
22 23 24 25
A B A B

3.2: Administrative Captain

The Administrative Captain is an assignment in the classification of Fire Captain subject to the following:

(a) The Administrative Captain works 40 hours per calendar week on a 4/10 schedule Monday through Thursday between 7:00 a.m. and 5:00 p.m. and when applicable will receive overtime compensation per this MOU for hours worked in excess of their regular scheduled hours in the calendar week. In the event that the administrative schedule changes, the Fire Chief and the VCFFA agree to meet and confer over this issue without re-opening the entire MOU.

(b) The Administrative Captain may work overtime, in an administrative capacity, and with the approval of the Fire Chief (or his designee) at 1 ½ X the Administrative Captain's regular rate of pay when exceeding the FLSA 80-hour pay period.

(c) The job duties, qualifications, experience, and expectations for the Administrative Captain, as with a Shift Captain, will be outlined in the job description and are subject to management rights.

(d) Employees at the rank of Fire Captain shall be selected for the assignment of Administrative Captain by submitting a letter of interest to the Fire Chief. If no one is selected based on the letter of interest cards (during the Fire Chiefs review), or if no employees submit letters of interest for the assignment, the Fire Chief may assign an employee to the position.

(e) Any Fire Captain in the position of Administrative Captain is not precluded at any time from seeking a promotion while in the assignment. If the employee is promoted while in the position, the employee will leave the assignment upon promotion.

(f) The hourly rate of pay for the Administrative Captain position will be adjusted to ensure that there is no reduction in the annual regular rate of pay. (IE: the administrative regular rate of pay will be adjusted so that the annual salary remains the same as that of the Shift Captain, except that the Holiday Pay will be removed from the equation and “paid” as days off work for the Administrative Captain and an annual dollar amount will be added to the total compensation as an administrative offset to equal the equivalent annual compensation for an equivalent shift classification. The Administrative Captain position will retain the same classification levels as the Shift Captain position.

(g) An Administrative Captain is not subject to force-hire for shift work.

(h) Sick leave and vacation accrual will continue and the rate of accrual shall meet the accrual rates cited for Administrative personnel (Lexipol policies 1047 and 1050). (i.e.: Going from a 56-hour to a 40-hour position, vacation leave hours will be multiplied by 0.714. Going from a 40-hour position back to a 56-hour position, the accrued hours will be multiplied by 1.4. Sick leave accrued hours shall be adjusted per Policy 1047 Sick and Bereavement Policy) Any vacation or sick leave hours used will be paid at the regular rate of pay based on the employee’s position at the time the leave was taken.

(i) The Administrative Captain position will include the use of a department vehicle while on duty (when available.) There is no take-home vehicle allowance.

(j) In lieu of overtime hours, the Administrative Captain may “flex” hours during the work week by shifting the work schedule with the approval of the Fire Chief (or designee) (ie: If scheduled for an event on a day off, the Administrative Captain may take an equal number of hours off during his regularly scheduled work period instead of taking overtime.) The Administrative Captain cannot be forced to work outside of the regularly scheduled hours without either voluntarily flexing time or being paid overtime. Flexing of hours must be completed within the same pay period, to avoid any FLSA violations.

(k) District and position seniority will continue to accrue during an Administrative Captain assignment.

3.3: Probationary Period

3.3.1 : Initial Probationary Period

The initial probationary period for newly hired, full-time employees is 26 pay periods. The initial probationary period may be extended at the discretion of the Fire Chief for up to six months. Absences of 6 or more shift days (not due to vacation hours) during the initial probationary period shall result in an extension of the initial probationary period commensurate with the length of the absence.

3.3.2 : Promotional Employees

The probationary requirements for members promoted to the rank of Captain or Engineer, or employees promoted from FF/EMT to FF/PM is 26 pay periods. Absences of 6 or more shift days (not due to vacation hours) during the promotional probationary period shall result in an extension of the promotional probationary period commensurate with the length of the absence.

Members who do not successfully complete the probationary period shall be returned to his or her prior rank and position unless failing the probation was due to disciplinary reasons resulting in termination.

3.4: District Seniority

District seniority (District ID number) shall be determined by time of employment with the District and within a given rank. Seniority is only accrued while working at the VCFPD, no outside seniority (employment time or rank) shall be counted.

EXAMPLE 1: An employee hired as a FF/EMT, works for one (1) year in that rank and then “promotes” to FF/PM and works six (6) months as a FF/PM would have 18 months of District seniority and six months of PM seniority. An employee hired as a FF/PM, who worked 12 months as a FF/PM, would have 12 months of Department/PM seniority.

EXAMPLE 2: An employee who works for five (5) years as an EMT/PM and promotes to Captain and works six (6) months as a Captain would have five years and six months of District seniority and six months of Captain seniority. An employee who was hired as a Captain and works three years as a Captain (with VCFPD) would have three years of District seniority and three years of Captain seniority.

In the event of layoffs or restructuring; Position seniority would prevail over District seniority but the District seniority would be used to initiate “bumping” rights. An employee who loses his/her position due to the position seniority of another employee can revert to a previously held position and “bump” another member with less District seniority provided that the member maintains all required education, certificates, and licensure for the lower position.

To determine overall seniority, in the event that two employees have the same hire/promotion date, then the seniority will be determined in the following manner: By employment (FF/PM and FF/EMT) or promotional test ranking (ENG and Capt), and then by total time in the VCFPD (by full-time hire date) would be used to determine seniority.

SECTION 4: PAY AND REIMBURSEMENTS

4.1: Pay Schedules

The current pay schedules for the following ranks:

Class 1, Class 2, and Class 3 Captain/Paramedic

Class 1, Class 2, and Class 3 Captain

Class 1, Class 2, and Class 3 Administrative Captain (EMT and PM)

Class 1, Class 2, and Class 3 Engineer/Paramedic

Class 1, Class 2, and Class 3 Engineer

Class 1, 2, 3 & 4 FF/Paramedic

Class 1, 2, 3 & 4 FF/EMT

The pay and benefits schedules listed below shall be honored throughout the length of the bargaining agreement unless mutually agreed changes occur through the collective “meet and confer” bargaining process.

Captain

See Exhibit A: Captain pay schedule to include a 4% pay increase for F/Y 2025/2026. 2% on 7/7/2025 and 2% on 2/16/2026

Engineer

See Exhibit A: Engineer pay schedule to include a 10% pay increase for F/Y 2025/2026. 5% on 7/7/2025 and 5% on 2/16/2026

Firefighter/Paramedic

See Exhibit A: Firefighter/Paramedic pay schedule to include a 10% pay increase for F/Y 2025/2026. 5% on 7/7/2025 and 5% on 2/16/2026

Firefighter/EMT

See Exhibit A-4: Firefighter/EMT pay schedule to include a 6% pay increase for F/Y 2025/2026. 3% on 7/7/2025 and 3% on 2/16/2026

4.2: Training/Court Pay**4.2.1 : Mandatory Training**

It is recognized that employees required by the District to attend training while off-duty shall be compensated in accordance with the Fair Labor Standards Act.

4.2.2 : Court Standby and Appearance Pay:**4.2.2- A: Court Standby Pay**

An employee on court standby status pursuant to a subpoena issued in a court proceeding related to the performance of his duties or employment shall provide a telephone number where the employee may be reached while on standby. Such time is not considered "hours worked" for purposes of the FLSA or for determining overtime under this memorandum of understanding. The employee will receive a credit of two (2) hours provided that the employee is not required to be present in the court building. If the employee is actually called to court, the two hours standby will be applied to the time spent for court pay.

4.2.2-B: Court Pay

When an employee is physically called to court, the employee shall be credited an hour-for-hour basis for the time actually spent in court. An employee shall be credited for a minimum of two (2) hours for each scheduled court appearance. Only one minimum shall apply per day. Travel time shall not be considered hours worked and shall not be compensated in any matter whatsoever.

4.3: Acting Pay

A member who is qualified to work out-of-classification in a higher-ranked position (engineer, captain or division chief), and is on a current eligibility list, will have their pay classification set at "Class 1" for the rank they hold. Members who are eligible for the Class 1 rating will be paid at that level for all work, not just when in the acting position. Should a member fail to remain eligible, the Class-1 pay differential is forfeited and they will be placed and paid at the Class-2 level. This is considered a change in classification and not subject to FFBOR unless the change is a result of disciplinary action.

4.4: Holiday Pay

The following are the recognized holidays for the VCFPD:

December 31 st (New Year's Eve.)	January 1 st (New Year's Day)
Presidents' Day	Easter Sunday
Memorial Day	July 4 th (Independence Day)
Labor Day	November 11 th (Veterans Day)
Thanksgiving Day	December 25 th (Christmas Day)
Martin Luther King Day	Columbus Day
June 19 th (Juneteenth)	

Annual holiday pay is calculated into the employee's regular rate of pay. This is calculated as eight (8) hours of straight time (1X) pay for each holiday X 13 holidays for a total of 104 hours of holiday pay per year.

4.5: Emergency Employee Recall Pay

Emergency Employee Recall duty occurs when an employee is ordered to return to duty on a non-regularly scheduled work shift. Emergency Employee Recall does not occur when an employee is held over from the prior shift or is working his or her regularly scheduled shift. An employee shall report within a reasonable amount of time after being called back, absent extraordinary circumstances. An employee who is called back to duty under this section shall receive a minimum of two (2) hours credit. Hours worked in excess of two hours shall be credited on an hour-for-hour basis for actual time worked.

The Emergency Employee Recall pay begins from the time the member begins travel to the station for callback duty. In the event that the member's callback is canceled while they are still enroute, they are paid from the start of travel up to the time they are canceled (minimum of 2 hours).

4.6: Limit on Consecutive Hours Worked:

Affected employees shall be limited to a maximum of 144 consecutive forced or voluntary hours of time worked followed by a minimum of 12 hours off-duty time. Exceptions: The Fire Chief (or his designee) shall be advised if any member is scheduled to work over the 144 hours and may authorize an extension of the consecutive hours worked. This section does not affect employees assigned to Strike Team or other deployment positions.

4.7: Overpayment Remedy

Permanent employees shall reimburse the District for any overpayment of wages or benefits. The reimbursement is not required until the District notifies the affected employee in writing. Reimbursement shall be accomplished by a reasonable repayment method mutually acceptable to the employee and the District.

4.8: Reimbursement Pay

4.8.1 : Paramedic and EMT License Renewal Reimbursement

Members will be reimbursed the administrative costs for accreditation/license renewal fees for San Diego County and State of California EMT and Paramedic licenses. This does not include any late fees charged due to the employee failing to submit the renewal information in a timely manner.

4.8.2 : Tuition Reimbursement

It is the intent of the Valley Center Fire Protection District to reimburse, the classroom costs only, for the certifications and successful completion of classes authorized by the District as outlined in the:

Tuition Reimbursement Policy. Lexipol 1008.

4.9: Jury Duty Pay

The District will cooperate fully with local, state, and federal courts in allowing its employees to serve on juries.

4.9.1 : Pay While on Jury Duty

Employees who are called for jury duty will receive time off to cover their jury time. If the jury time falls on a regularly scheduled shift, the member will be paid for their time. Members are encouraged to defer their jury duty to times of the year that are less impactful to the Department.

4.9.2 : Notifying Supervisors

An employee who receives a notice of jury duty must notify their supervisor as soon as possible in order that arrangements may be made to cover the employee's position.

4.10 : Witness Pay

An employee called as a witness for any criminal or civil trial directly related to their duties while employed with the VCFPD, or called to be deposed for any job-related activities, are entitled to time off or paid compensation (whichever is appropriate) to perform that duty as referenced in this agreement.

Any member called as a witness for any criminal or civil trial, or being deposed for any legal proceedings, which are not directly related to their employment at the VCFPD must arrange their own time off and are not eligible for compensation from the District.

4.11 : Education Incentive

Members who complete a formal degree program from an accredited college or university at the level of BA/BS or MA/MS (or higher) are eligible to be placed into a pay classification one class higher in the pay scale. IE: A Captain-Paramedic class 2, who completes a Bachelor's degree, is eligible to be paid as a Captain-Paramedic, class 1. The classification change must be accompanied by proof of the completed degree submitted to the administration and a completed PAF indicating the change. Only one classification change is allowed, regardless of the number of degrees. A member is eligible for this incentive at any time during employment, including any probationary period, and payment will begin once the PAF paperwork has been completed and at the beginning of the next FLSA period. All changes to classifications are at the sole discretion of the Fire Chief.

SECTION 5: BENEFITS

5.1: Uniform Allowance

Reference the Uniform Policy: Lexipol 1029

5.2: VCFPD Medical Benefits Plan

The VCFPD will provide medical, dental, and vision insurance pursuant to: SOG# 2020-07-02.

5.3: Employee Assistance Program (EAP)

The District shall provide an Employee Assistance Program (EAP) at no premium cost to the affected employees. Any change within benefit levels shall be subject to meet and confer.

5.4: Deferred Compensation Program (457 Savings Account):

The District will manage an employee contribution individual retirement IRS 457(b) account for the employees through payroll deduction.

5.5: 401(a) Public Employer Retirement Contribution Program

The Fire District and the VCFFA have entered into an agreement for a 401a retirement plan funded by the District.

5.6: Catastrophic Leave (see Lexipol Policy 1047.3.4)

Request through the Fire Chief

Complete Donated Leave Transfer Form

24-hour maximum donation per pay period

4-hour minimum donation per pay period

SECTION 6: HOLIDAYS, LEAVE, AND TRADES

6.1 : Vacation, Comp time, Sick, and Bereavement Leave:

Reference:

1050: Vacation, PTO, and Comp Time Policy and, 1047: Sick and Bereavement Leave Policy Lexipol Policy 1048

6.1.1 : Temporary Light Duty Assignment

Temporary light duty assignment shall be considered in instances where employees are unable to perform the required duties of their current position due to an injury, illness, or medical condition (including pregnancy), at the discretion of the Fire Chief. Transfers to said position shall be made in accordance with a medical doctor's recommendation and the District's return to work policy, provided an opening exists within the capabilities of the injured/disabled employee.

6.2 : Shift Trade Policy

Reference Staffing and Scheduling Policy: Lexipol 1049

SECTION 7: GRIEVANCE PROCEDURE

7.1 : Purpose:

The purposes and objectives of the grievance procedure are to:

- A. Assure just treatment of all employees and promote harmonious relations among employees, supervisors and management.
- B. Encourage the settlement of disagreements informally at the employee-supervisor level and provide an orderly procedure to handle grievances through the several supervisory levels where necessary.
- C. Resolve grievances as quickly as possible and correct, if possible, the causes of grievances thereby reducing the number of grievances and future similar complaints.

7.2 : Definitions:

For the purpose of this grievance procedure, the following definitions shall apply:

- A. "District"- The Valley Center Fire Protection District.
- B. "District Head" - The Fire Chief of the Valley Center Fire Protection District.
- C. "Employee" - An employee of the Valley Center Fire Protection District in the bargaining unit represented by the Valley Center Firefighters' Association.
- D. "Employee Representative" - An individual who appears on behalf of the

employee.

- E. "Grievant" - An employee, a group of employees or the Association.
- F. "Grievance" - A complaint by a grievant arising out of the interpretation or application of the provisions of this agreement, District policies, Procedures and or practices.
- G. "Immediate Supervisor" - The individual who assigns, reviews, or directs work of an employee (the Captain).
- H. "Superior" - The individual to whom an immediate supervisor reports (Supervising Chief Officer).

7.3: Grievance Procedure:

A grievance shall be defined as an allegation by an employee or the Association of a misinterpretation, misapplication or violation of a particular provision of this MOU or the District's Rules and Regulations. The grievance procedure expressly excludes disciplinary matters, employee performance evaluations or improvement plans decisions made pursuant to management rights, and matters subject to other District complaint procedures.

A. Informal Complaint.

1. Within 21 calendar days from the occurrence of the matter on which the complaint is based or within 21 calendar days from his/her knowledge of such occurrence, whichever is later, an employee shall discuss the complaint in a meeting with the immediate supervisor.

2. Within 21 calendar days from the day of discussion with the employee, the immediate supervisor, or in his/her absence his/her designee, shall orally reply to the employee's complaint.

B. Formal Complaint.

1. Step I - Immediate Supervisor.

- A. If the informal complaint is not resolved to the employee's satisfaction, within 14 calendar days of receipt of the oral answer from the immediate supervisor (or designee), the employee shall file a formal written grievance. Such written grievances shall:
 - 1. Reasonably and adequately describe the grievance and how the employee was adversely affected.
 - 2. Set forth the section(s) of the Memorandum of Understanding or District

- Rule or Regulation violated.
3. Indicate the date(s) of the incident(s) grieved or the date the employee acquired knowledge and how such knowledge was acquired.
 4. Specify the remedy or solution to the grievance sought by the employee.
- B. Within 14 calendar days, the immediate supervisor or designee shall give his/her decision in writing to the employee on the original copy of the grievance.

2. Step II - Fire Division Chief.

- A. If the grievance is not resolved to the employee's satisfaction, within 14 calendar days from receipt of the decision at Step I, the employee may appeal the grievance to the Fire Division Chief. The original copy of the grievance form, with the reasons for dissatisfaction with the answer given by the immediate supervisor shall be submitted in writing to the Fire Division Chief.
- B. Within 14 calendar days from receipt of the grievance, the Fire Division Chief shall meet with the employee and give his/her answer in writing. The employee may be accompanied by the employee's designated representative at the meeting.

3. Step III - Fire Chief.

- A. If the grievance is not resolved to the employee's satisfaction, within 14 calendar days from receipt of the decision at Step II, the employee may appeal the grievance to the Fire Chief. The original copy of the grievance form, with the reasons for dissatisfaction with the answer given by the Fire Division Chief, shall be submitted in writing to the Fire Chief.
- B. Within 14 calendar days from the receipt of the employee's grievance, the Fire Chief, or a designee who has not been involved in the grievance in prior steps, shall make a thorough review of the grievance and give a written decision to the employee. The Fire Chief's decision is final and not subject to further review.

If the parties mutually agree that the utilization of any or all of these steps are unnecessary, the matter may then proceed to the next appropriate step.

SECTION 8: DISCIPLINARY PROCEDURE

8.1: Applicability:

- a. Only those non-probationary District employees who are employed in the

following classifications are “Firefighters” who are eligible to use these procedures to appeal “punitive action”: Firefighter, Fire Engineer, Firefighter/Paramedic, and Fire Captain.

b. The term “punitive action” is defined by Government Code §3251(c), as may be amended from time to time, and is currently defined as “any action that may lead to dismissal, demotion, suspension, reduction in salary, written reprimand, or transfer for purposes of punishment.” Written reprimands are not subject to any appeal.

8.2: Pre-disciplinary Procedure

With the exception of Written Reprimands, the following pre-disciplinary procedure shall apply:

1. Whenever disciplinary action is proposed, a Notice of Proposed Disciplinary Action shall be served upon the employee either personally or by registered or certified mail, return receipt requested, which shall include:
 - 1.1. A statement of the nature of the disciplinary action;
 - 1.2. A statement in ordinary and concise language of all the specific facts or upon which the disciplinary action is based;
 - 1.3. A copy of documents upon which the proposed action is based;
 - 1.4. A statement advising the employee of their right to refute the charges in person or in writing at a Pre-disciplinary Conference.
2. Upon receipt of the Notice of Proposed Disciplinary Act, the employee shall provide a written response or request a meeting with the Fire Chief or designee within five (5) calendar days. A failure to timely respond will result in a waiver of a pre-disciplinary response.

8.3 Informal Disciplinary Appeal Procedure

Pursuant to Government Code § 11445.20, the following informal hearing procedure shall be utilized for a punitive action involving suspension or reduction in salary of no more than two 24 hour shifts (48 hours) or 5 days (40 hours).

a. Notice of Appeal: Within 5 calendar days of receipt of written notification of punitive action as defined above, the employee shall notify the Fire Chief in writing of the employee’s intent to appeal the punitive action. The written notice of appeal shall specify the action being appealed and the substantive and procedural grounds for the

appeal.

b. Hearing Officer: In an informal hearing, the Fire Chief or his/her designee shall be the Hearing Officer. The Fire Chief or his/her designee shall conduct the informal hearing in accordance with these procedures. The determination of the Fire Chief shall be final and binding. If the Fire Chief cannot serve as the hearing officer because of actual bias, prejudice or interest as defined by Government Code § 11425.40, then the Fire Chief's designee shall serve as the Hearing Officer. In such cases, the determination of designee shall be final and binding.

c. Burden of Proof: The District shall have the burden of proving by a preponderance of the evidence that the facts which form the basis for the charges occurred, and that the level of penalty was reasonable under the circumstances.

d. Conduct of Informal Hearing:

1) The formal rules of evidence do not apply, although the Hearing Officer shall have discretion to exclude or limit evidence which is incompetent, irrelevant or cumulative, or the presentation of which will otherwise consume undue time. The Hearing Officer may limit the use of witnesses, testimony, evidence and argument. There is no right of intervention, discovery, or prehearing conferences.

2) The parties may present opening statements.

3) The parties may present evidence through documents and testimony.

i. Witnesses shall testify under oath.

ii. Subpoenas may be issued pursuant to Government Code §§ 11450.05 – 11450.50. The Hearing Officer shall have discretion to allow cross-examine witnesses.

4) Following the presentation of evidence, if any, the parties may submit oral and/or written closing arguments for consideration by the Hearing Officer.

e. Recording of the Hearing: The hearing shall be stenographically recorded by a certified court reporter or may be tape recorded. The per diem cost of the court reporter shall be equally shared by the parties. The cost to receive a transcript of the hearing shall be the responsibility of the party requesting the transcript.

f. Representation: The member may be represented by an association

representative or attorney of his or her choice at all stages of the proceedings. All costs associated with such representation shall be borne by the member.

g. Decision: The decision shall be in writing pursuant to Government Code § 11425.50. The decision shall be served by first class mail, postage pre-paid, upon the employee as well as his/her attorney or representative, shall be accompanied by an affidavit or certificate of mailing. The Hearing Officer's decision is final and not subject to any appeal.

8.4: Formal Disciplinary Appeal Procedure:

Pursuant to Government Code § 11500 et seq., the following formal hearing procedure shall be utilized for a punitive action involving termination, demotion, suspension or reduction in salary of greater than two 24 hour shifts (48 hours) or 5 days (40 hours):

A. Final Notice of Discipline Serves as the Accusation: The final notice of discipline which may be issued at the conclusion of any pre-disciplinary procedures shall serve as the Accusation described in Government Code §§ 11500, et seq. Pursuant to Government Code § 3254(f), the discipline shall not be effective sooner than 48 hours of issuance of the final notice of discipline. The final notice of discipline shall be prepared and served in person or by registered mail. The final notice of discipline shall include a statement to the employee that advises him or her of the right to request a hearing by filing a Notice of Defense as provided in Government Code § 11506. A copy of Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code shall be provided to the member concurrently with the final notice of discipline.

B. Notice of Defense: In accordance with Government Code § 11506, within fifteen (15) calendar days after service of the final notice of discipline on the member as set forth above, the member shall notify the Human Resources Manager in writing of the member's intent to appeal the punitive action by filing a Notice of Appeal. The Notice of Appeal must be signed by either the member or on his or her behalf, and must include the mailing address of the member and/or his representative. Failure to file a timely Notice of Defense constitutes a waiver of the member's right to a hearing.

C. Pursuant to Government Code §§ 11507 and 11516, at any time before or after the case is submitted for decision, the District may file an amended or supplemental Accusation in the form of a notice of discipline. All parties must be notified of the amended or supplemental Accusation.

D. Administrative Law Judge: Pursuant to Government Code § 11512, the District has determined that appeals shall be presided over by an administrative law

judge on staff of the State Office of Administrative Hearings, hereinafter referred to as the "ALJ". The ALJ shall preside at the appeal hearing, rule on the admission and exclusion of evidence and determine and rule on all matters of law, both procedural and substantive. In conducting the hearing, the ALJ shall follow the evidentiary standards described in section 11513 of the Government Code.

E. Time and Place of Hearing: Pursuant to Government Code § 11508, unless otherwise decided by the Fire Chief or his/her designee, a hearing shall be conducted at the District at a time to be determined by the Fire Chief or his/her designee.

F. Notice of the Hearing: The District will mail or deliver a written notice of the hearing with the information required by Government Code § 11509, no later than 10 days prior to the hearing.

G. Findings: The appeal proceedings shall be reported by a stenographic reporter. However, upon the consent of all the parties, the proceedings may be reported electronically. Within 30 days after the case is submitted to him or her, the ALJ shall prepare a proposed written decision to be submitted to the Fire Protection District Board. Within 60 days of receipt by the Fire Protection District Board of the ALJ's proposed decision, the Fire Protection District Board may take any of the following actions:

- 1) Adopt the proposed decision in its entirety.
- 2) Reduce or otherwise mitigate the proposed penalty and adopt the balance of the proposed decision.
- 3) Make technical or other minor changes in the proposed decision and adopt it as the decision. Action by the Fire Protection District Board under this paragraph is limited to a clarifying change or a change of a similar nature that does not affect the factual or legal basis of the proposed decision.
- 4) Reject the proposed decision and refer the case to the same ALJ if reasonably available, otherwise to another ALJ, to take additional evidence. If the case is referred to the ALJ pursuant to this subparagraph, he or she shall prepare a revised proposed decision based on both the additional evidence and the transcript and other papers that are part of the record of the prior appeal hearing. A copy of the revised proposed decision shall be furnished to each party and his or her attorney in the manner specified in this procedure.

- (5) Reject the proposed decision, and decide the case upon the record, including the transcript, or upon an agreed statement of the parties, with or without taking additional evidence. By stipulation of the parties, the Fire Protection District Board may decide the case upon the record without including the transcript.

H. Decision: The Fire Protection District Board decision will be reduced to writing and shall be final and binding on the parties. The Fire Protection District Board written decision shall be served by first class mail, postage prepaid, upon the member as well as his/or her attorney or representative, shall be accompanied by an affidavit or certificate of mailing, and shall advise the member that the time within which judicial review of the decision may be sought is 90 days from the date of mailing as governed by Code of Civil Procedure section 1094.6.

Attachments:

Exhibit B

FY 2025/2026 Pay Scale Effective 02/16/2026

Classification	Wage Increase (%) from FY 2024	Annual Pro-Pay	Reg. Rate of Pay - Hrly (Incl. Straight-Time + Pro-Pay + Medical Pay + Holiday Pay)	FY 2025 – 2026 Annual Total Comp
Admin Captain-Paramedic - Class 1 (Act. Div. Chief)	4.0%	\$ 1,000.00	\$55.24	\$ 114,898.84
Admin Captain-Paramedic - Class 2*	4.0%	\$ 1,000.00	\$53.58	\$ 111,449.07
Admin Captain-Paramedic - Class 3 (Probationary)	4.0%	\$ 1,000.00	\$51.92	\$ 107,999.30
Admin Captain - Class 1 (Act. Div. Chief)	4.0%		\$54.89	\$ 114,176.62
Admin Captain - Class 2*	4.0%		\$53.23	\$ 110,726.85
Admin Captain - Class 3 (Probationary)	4.0%		\$51.58	\$ 107,277.07
Captain-Paramedic - Class 1 (Act. Div. Chief)	4.0%	\$ 1,000.00	\$38.52	\$ 115,491.66
Captain-Paramedic - Class 2*	4.0%	\$ 1,000.00	\$37.29	\$ 111,813.25
Captain-Paramedic - Class 3 (Probationary)	4.0%	\$ 1,000.00	\$36.07	\$ 108,134.84
Captain - Class 1 (Act. Div. Chief)	4.0%		\$38.17	\$ 114,450.62
Captain - Class 2*	4.0%		\$36.95	\$ 110,772.21
Captain - Class 3 (Probationary)	4.0%		\$35.72	\$ 107,093.80
Engineer-Paramedic - Class 1 (Act. Capt.)	10.0%	\$ 1,000.00	\$29.45	\$ 88,299.01
Engineer-Paramedic - Class 2*	10.0%	\$ 1,000.00	\$28.53	\$ 85,540.16
Engineer-Paramedic - Class 3 (Probationary)	10.0%	\$ 1,000.00	\$27.61	\$ 82,781.30
Engineer - Class 1 (Act. Capt.)	10.0%		\$29.10	\$ 87,257.96
Engineer - Class 2*	10.0%		\$28.18	\$ 84,499.11
Engineer - Class 3 (Probationary)	10.0%		\$27.26	\$ 81,740.26
Firefighter-Paramedic - Class 1 (Act. Eng. on list)	10.0%		\$25.50	\$ 76,457.25
Firefighter-Paramedic - Class 2 (D/O qual. off list)	10.0%		\$24.70	\$ 74,063.64
Firefighter-Paramedic - Class 3*	10.0%		\$23.93	\$ 71,750.97
Firefighter-Paramedic - Class 4 (Probationary)	10.0%		\$23.16	\$ 69,438.30
Firefighter-EMT - Class 1 (Act. Eng. on list)	6.0%		\$23.83	\$ 71,434.62
Firefighter-EMT - Class 2 (D/O qual. off list)	6.0%		\$23.08	\$ 69,210.85
Firefighter-EMT - Class 3*	6.0%		\$22.37	\$ 67,062.29
Firefighter-EMT - Class 4 (Probationary)	6.0%		\$21.65	\$ 64,913.73

Attachments:

Exhibit C

FY 2024/2025 MOU Pay Scale Comparison

Classification	FY 2024/25			
	Wage Increase (%) from FY 2023	Annual Pro-Pay	Reg. Rate of Pay - Hrly (Incl. Straight-Time + Pro-Pay + Medical Pay + Holiday Pay)	Annual Total Comp
Admin Captain-Paramedic - Class 1 (Act. Div. Chief)	3.20%	\$ 600.00	\$53.27	\$110,803.43
Admin Captain-Paramedic - Class 2*	3.20%	\$ 600.00	\$51.67	\$107,482.38
Admin Captain-Paramedic - Class 3 (Probationary)	3.20%	\$ 600.00	\$50.08	\$104,161.34
Admin Captain - Class 1 (Act. Div. Chief)	3.20%		\$53.06	\$110,370.10
Admin Captain - Class 2*	3.20%		\$51.47	\$107,049.05
Admin Captain - Class 3 (Probationary)	3.20%		\$49.87	\$103,728.00
Captain-Paramedic - Class 1 (Act. Div. Chief)	3.20%	\$ 600.00	\$37.03	\$111,016.44
Captain-Paramedic - Class 2*	3.20%	\$ 600.00	\$35.85	\$107,475.29
Captain-Paramedic - Class 3 (Probationary)	3.20%	\$ 600.00	\$34.67	\$103,934.13
Captain - Class 1 (Act. Div. Chief)	3.20%		\$36.82	\$110,391.82
Captain - Class 2*	3.20%		\$35.64	\$106,850.66
Captain - Class 3 (Probationary)	3.20%		\$34.46	\$103,309.50
Engineer-Paramedic - Class 1 (Act. Capt.)	4.50%	\$ 600.00	\$26.94	\$ 80,757.42
Engineer-Paramedic - Class 2*	4.50%	\$ 600.00	\$26.10	\$ 78,239.52
Engineer-Paramedic - Class 3 (Probationary)	4.50%	\$ 600.00	\$25.26	\$ 75,721.61
Engineer - Class 1 (Act. Capt.)	4.50%		\$26.73	\$ 80,132.79
Engineer - Class 2*	4.50%		\$25.89	\$ 77,614.89
Engineer - Class 3 (Probationary)	4.50%		\$25.05	\$ 75,096.98
Firefighter-Paramedic - Class 1 (Act. Eng. on list)	4.50%		\$23.44	\$ 70,275.37
Firefighter-Paramedic - Class 2 (D/O qual. off list)	4.50%		\$22.71	\$ 68,090.81
Firefighter-Paramedic - Class 3*	4.50%		\$22.01	\$ 65,980.12
Firefighter-Paramedic - Class 4 (Probationary)	4.50%		\$21.30	\$ 63,869.43
Firefighter-EMT - Class 1 (Act. Eng. on list)	4.50%		\$22.63	\$ 67,863.95
Firefighter-EMT - Class 2 (D/O qual. off list)	4.50%		\$21.93	\$ 65,760.93
Firefighter-EMT - Class 3*	4.50%		\$21.26	\$ 63,729.03
Firefighter-EMT - Class 4 (Probationary)	4.50%		\$20.58	\$ 61,697.13

Definitions

Pay Component Definitions

Pro-Pay - \$1,000 extra yearly pay for Paramedic Certification. This is divided by 2880 hours, and added to hourly pay for paramedics, so it's reflected in any OT payments.

Pro-Pay (Bilingual) \$300 extra yearly pay for Bilingual Certification. This is divided by 2880 hours, and added to hourly pay for members that qualify, so it's reflected in any OT payments

Medical Pay - A fixed amount added to your pay (again, divided by 2880 and added as an hourly amount so it is reflected in OT) to help pay for medical insurance costs. Everyone gets it, even those who don't opt for medical coverage. If it's not used to pay for medical, it gets taxed.

Holiday Pay - This is to offset working on holidays. Hourly rate, multiplied by 8 hours and 13 holidays, again, divided by 2880 hours and added in as an hourly uptick so it is included in overtime

The Valley Center Fire Protection District And The Valley Center Firefighters Association IAFF Local 5187

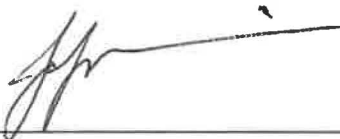
We, the undersigned representatives, do hereby sign into agreement the attached Memorandum of Understanding between the Valley Center Fire Protection District and the Valley Center Firefighters' Association IAFF Local 5187 on this, the 19th day of June, 2025.



Phil Bell, VCFPD President




Scott Panici, VCFA President



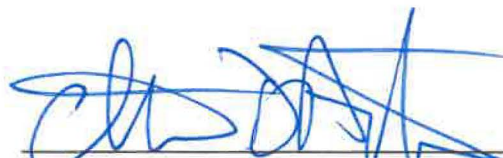
Josef G. Napier, Fire Chief / Negotiator



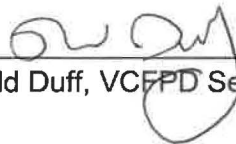
Daniel Marquez, Fire Captain / Negotiator



Steve Hutchison, VCFPD Vice President



Christian D'Agostino, Engineer / Negotiator



Ronald Duff, VCFPD Secretary



Ashlei O'Hair, FF-PM / Negotiator



Robb Rattray, VCFPD Treasurer



Justin Loffredo, Division Chief / Negotiator



Lin Werkheiser, VCFPD Board Member



Scott Duncan, Division Chief / Negotiator

NEW BUSINESS

BOARD OF DIRECTORS' PACKET

VALLEY CENTER FIRE PROTECTION DISTRICT

RESOLUTION 2025-18
CFD 2008-1 PUBLIC HEARING
LILAC
APN: 128-190-50-00





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. 2025-18

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 June 23, 2025; and

WHEREAS, twelve (12) 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 17th day of July, 2025 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

ORDINANCE 66

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER
FIRE PROTECTION DISTRICT ADOPTING FEES FOR SERVICES BY REFERENCE TO
THE CALIFORNIA HEALTH AND SAFETY CODE SECTIONS §13916 AND §13919**

WHEREAS, the costs of providing fire protection and life safety services continues to increase; and

WHEREAS, the Valley Center Fire Protection District ("District") is funded by taxes levied on real property located within the geographic boundaries of the District; and

WHEREAS, numerous services offered by the District directly benefit discreet members of the general public for which fees may properly be imposed; and

WHEREAS, pursuant to Health and Safety Code Section §13916 (b), and Government Code Section §6066, the District has given notice of its intent to establish and impose such Fees/Charges as may be adopted by ordinance; and

WHEREAS, Health and Safety Code Sections §13917 - §13919 provides that the schedule of fees established by such an ordinance may be authorized pursuant to such sections; and

WHEREAS, the Valley Center Fire Protection District Fee Schedule has not changed since July 2023; and

NOW THEREFORE the Board of Directors ("Board") of the District ordains as follows:

SECTION 1. Authorization and Purpose

This Ordinance is adopted pursuant to Health and Safety Code Section §13916 et seq. The purpose of the Ordinance is to recover for the District costs of providing enforcement of locally adopted life safety regulations and local enforcement of state-regulated occupancy requirements, mandated programs and other fees for services. Except as otherwise provided, the definitions of the Fire Protection District Law of 1987 (Health and Safety Code Sections §13800 et seq., the "Act") are incorporated by this reference. This Ordinance shall be interpreted in a manner consistent with the Act. The fees and charges imposed by this Ordinance are for the purpose of meeting certain operating expenses, including employee wage rate and benefits, contracting for services with specialized firms or individuals, and we find the fees to be reasonably related to the actual expenses incurred by the District for the services and expenses described in the Section.

SECTION 2. Applicability

This Ordinance shall indicate each fee and the amount to be charged by the District, as permitted by Health and Safety Code Section §13916. As authorized by Health and Safety Code Section §13918, public agencies that are not covered by a mutual aid agreement shall be charged accordingly, unless the District waives the involved fees pursuant to Section 3 of this Ordinance. By adopting such Ordinance, the District is enacting user fees to defray costs associated with enforcement of state required occupancies, mandated programs, annual fire safety inspections, development plan review, permits for certain activities, District facility usage, patient transporting and general services functions as permitted by this Ordinance.

SECTION 3. Waiver of Fees

As permitted by Health and Safety Code Section §13919, the District Board may waive charges/fees established by this Ordinance and may delegate its authority to the Fire Chief or his/her designee as set forth if determined that charges/fees would not be in the public interest, i.e. reciprocal services provided by other public agencies, employee welfare, and personal hardship.

SECTION 4. Specified Fee

Unless waived pursuant to Section 3, every public agency and/or party involved shall pay a specified fee pursuant to this Ordinance which specifies the services provided. The fees for services shall be set by the District Board and shall not exceed the reasonable amount necessary to recover the costs of providing the specified service as allowed by law.

SECTION 5. Service Charge

Unless waived pursuant to Ordinance Section 3, every public agency and/or party involved shall be responsible for a Service Charge which, for these services, shall include a Service Rate and an Equipment Rate, if applicable, pursuant to the rates established in the Ordinance Section 9 under General Fees. The "Service Rate" shall be the fee set forth pursuant to Ordinance Section 9. The "Equipment Rate" is the rate at which the District will require repayment for use of any District utilized property as set forth in Ordinance Section 9.

SECTION 6. No Waiver of Other Means of Cost Recovery

This Ordinance does not preclude the District from pursuing any additional means of cost recovery. Such means include, but are not limited to, actions pursuant to Health and Safety Code Section §13009 (for negligent actions which cause the use of services or facilities of the District) and actions against parties whose willful, grossly negligent, or criminal conduct causes the use of District services or facilities.

SECTION 7. Severability

If provisions of this Ordinance are declared invalid or unenforceable by a court of competent jurisdiction, that holding shall not affect the validity or enforceability of the remaining fees or provisions and the Board declares that it would have adopted each article, section and part of this Ordinance, irrespective of the validity of any other article, section or part.

SECTION 8. Repeal of Previous Resolutions

This ordinance replaces all previous fee schedule ordinances and resolutions passed by the Valley Center Fire Protection District Board of Directors

SECTION 9. Schedule of Fees

All plan check fees, construction inspection fees and/or fire inspections, permits, First Responder fees, Incident Fire Recovery fees, and Nuisance Call fees required by the California Fire Code, Valley Center Fire Protection District Ordinance, or California Office of the State Fire Marshal shall be subject to the adopted user fees, attached as Attachment A. The Fee Schedule will be adjusted each year, the adjustment being based upon the Consumer Price Index (CPI-U), non-seasonally adjusted percentage change for the previous 12 months as of July 1. These changes will take effect on the first day of the following September.

DRAFT

SECTION 10. Effective Date

The Secretary to the Board of Directors will certify to the adoption of this Ordinance and cause the same to be published in the manner required by law. This Ordinance will take effect August 1, 2025 after its final passage at a public hearing. First Reading at a regular meeting of the Board of Directors of the Valley Center Fire Protection District of the County of San Diego, California, on the 19th day of June, 2025. A public hearing and final adoption on the 17th day of July 2025 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Phil Bell, President

Ronald Duff, Secretary

Valley Center Fire Protection District

2025-2026 Fee Schedule - Effective August 1, 2025

Total fees
2025-26

Development Plan Review	
Subdivision 1-4 Parcels	
1.1.1 Service Letter for TPM/Minor Subdivision	\$274.00
1.1.2 Subdivision letter renewal	\$274.00
1.1.3 Final Map/Mylar Review	\$158.00
1.1.4 Release of Map Covenants	\$200.00
1.1.5 Major Use Permit (MUP) or Site Plan (STP)	\$317.00
1.1.6 Site Plan Review - Single Occ	\$317.00
1.1.7 Site Plan Review - Commercial/Multi Family	\$554.00
Subdivision 5-15 Parcels	
1.2.1 Service Letter for TPM/Minor Subdivision	\$1,224.00
1.2.2 Subdivision letter renewal	\$633.00
1.2.3 Final Map/Mylar Review	\$512.00
1.2.4 Release of Map Covenants	\$554.00
1.2.5 Major Use Permit (MUP) or Site Plan (STP)	\$670.00
1.2.6 Site Plan Review - Single Occ	\$670.00
1.2.7 Site Plan Review - Commercial/Multi Family	\$1,973.00
Subdivision 16+ Parcels	
1.3.1 Service Letter for TPM/Minor Subdivision	\$1,224.00
1.3.2 Subdivision letter renewal	\$633.00
1.3.3 Final Map/Mylar Review	\$512.00
1.3.4 Release of Map Covenants	\$554.00
1.3.5 Major Use Permit (MUP) or Site Plan (STP)	\$670.00
1.3.6 Site Plan Review - Single Occ	\$670.00
1.3.7 Site Plan Review - Commercial/Multi Family	\$1,973.00
Development Misc	
1.4 Cellular Sites	\$317.00
1.5 Fire Protection Plans or Enviromental Review	\$512.00
1.6 Administrative (AD), Variance (VAR), Vacation Review (VAC), or Zoning (ZAP)	\$317.00
1.7 Remote Water Meter	\$0.00
1.8 Code Appeal	\$986.00
1.9 Residential PV system	\$200.00
1.10 Gate Plan	\$317.00
1.11 Gate Inspection	\$317.00
1.12 Hydrant Placement (Per Hydrant)	\$274.00
1.13 Tentative Maps	\$396.00
1.14 Tract Maps	\$158.00
1.15 Replacement/Revised Maps	\$158.00
1.16 Site Inspections	\$200.00
NEW CONSTRUCTION (Includes plan review and inspection)	
Residential 0-4000 Square Feet	
2.1.1 New Residential or > 50% remodel (Single Family Detached or first unit)	\$258.00
2.1.2 New Residential inspection only	\$258.00
2.1.3 New Residential re-inspection	\$258.00
2.1.4 Residential Plan Resubmittal	\$127.00
2.1.5 Residential PRD each addt'l unit (attached units)	\$127.00
2.1.6 Residential Fire Sprinklers 13-D or 13-R	\$475.00
2.1.7 Residential Fire Sprinklers - PRD each addt'l unit	\$127.00
2.1.8 Residential Fire Sprinkler Plan Resubmittal	\$127.00

2.1.9 Residential Fire Sprinkler Underground Inspection	\$127.00
Residential 1001-4000 Square Feet	
2.2.1 New Residential or > 50% remodel (Single Family Detached or first unit)	\$258.00
2.2.2 New Residential inspection only	\$258.00
2.2.3 New Residential re-inspection	\$127.00
2.2.4 Residential Plan Resubmittal	\$127.00
2.2.5 Residential PRD each addt'l unit (attached units)	\$127.00
2.2.6 Residential Fire Sprinklers 13-D or 13-R	\$475.00
2.2.7 Residential Fire Sprinklers - PRD each addt'l unit	\$127.00
2.2.8 Residential Fire Sprinkler Plan Resubmittal	\$127.00
2.2.9 Residential Fire Sprinkler Underground Inspection	\$127.00
Residential 4001+ Square Feet	
2.3.1 New Residential or > 50% remodel (Single Family Detached or first unit)	\$554.00
2.3.2 New Residential inspection only	\$433.00
2.3.3 New Residential re-inspection	\$216.00
2.3.4 Residential Plan Resubmittal	\$274.00
2.3.5 Residential PRD each addt'l unit (attached units)	\$127.00
2.3.6 Residential Fire Sprinklers 13-D or 13-R	\$591.00
2.3.7 Residential Fire Sprinklers - PRD each addt'l unit	\$237.00
2.3.8 Residential Fire Sprinkler Plan Resubmittal	\$127.00
2.3.9 Residential Fire Sprinkler Underground Inspection	\$127.00
Residential Misc	
2.4 Room Addition or < 50% w/o sprinklers	\$433.00
2.4.1 Accessory Dwelling Unit Plan Review (includes 2 inspections)	\$216.00
2.5 Barns & Outbuildings (0-1,000 Sq Ft)	\$160.00
2.6 Barns & Outbuildings (1,001 - 4,000 Sq Ft)	\$317.00
2.7 Barns & Outbuildings (4,001+ Sq Ft)	\$433.00
2.8 Grading Plan	\$200.00
2.9.1 L Grading Plan	\$375.00
2.9.2 Grading Inspection	\$200.00
2.9.3 Grading Plan Resubmittal	\$200.00
2.10 Service Availability Letter	\$158.00
Commercial 0-25,000 Square Feet	
3.1.1 Commercial Plans (Building or sprinkler plans or resubmittals)	\$1,261.00
3.1.2 Commercial Plan Resubmittal	\$1,261.00
3.1.3 Commercial Fire Sprinklers Inspection (each building or underground)	\$554.00
3.1.4 Underground Sprinkler Systems Inspection	\$554.00
3.1.5 Underground Sprinkler System Addt'l Inspection	\$554.00
3.1.6 Commercial Sprinkler Resubmittal	\$633.00
3.1.7 Commercial Sprinkler Tenant Improvement	\$317.00
3.1.8 Special Fire Protection Installations	\$433.00
3.1.9 Special Hazard Installations	\$433.00
3.1.10 Fire Alarm System	\$554.00
Commercial 25000+ Square Feet	
3.3.1 Commercial Plans (Building or sprinkler plans or resubmittals)	\$2,448.00
3.3.2 Commercial Plan Resubmittal	\$2,448.00
3.3.3 Commercial Fire Sprinklers Inspection (each building or underground)	\$791.00
3.3.4 Underground Sprinkler Systems Inspection	\$791.00
3.3.5 Underground Sprinkler System Addt'l Inspection	\$791.00
3.3.6 Commercial Sprinkler Resubmittal	\$2,448.00
3.3.7 Commercial Sprinkler Tenant Improvement	\$670.00
3.3.8 Special Fire Protection Installations	\$670.00
3.3.9 Special Hazard Installations	\$670.00
3.3.10 Fire Alarm System	\$554.00
3.3.11 Fire Alarm - Pre-Wire Inspection	

Commercial Misc	
3.4 Commercial T.I	\$1,303.00
3.5 Fire Protection Plan Review (Letter form)	\$274.00
3.6 Fire Protection Plan Review (Full Report)	\$986.00
3.7 Grading Plan	\$317.00
3.8 L Grading Plan	\$1,029.00
3.9 Grading Inspection	\$258.00
3.10 Grading Plan Resubmittal	\$160.00
3.11 Sprinkler System Modification (Less than 15 heads)	\$258.00
3.12 Sprinkler System Modification (15-30 heads, More than 30 charged as NEW)	\$433.00
MISCELLANEOUS FEES (includes review and/or inspection)	
4.1 Special Events	\$200.00
4.2 Knox Key Installation	\$111.00
4.3 Business License Inspection	\$111.00
4.3.1 Business License Reinspection	\$137.00
4.4 Non-compliance re-inspection	\$200.00
4.5 Non-compliance weed abatement re-inspection	\$258.00
4.6 Forced weed abatement administrative fee	\$554.00
4.7 Minor Use Permit	\$200.00
4.8 Special Use Permit (Major)	\$200.00
4.9 Special Use Permit (Minor)	\$433.00
4.10 Small Family Daycare (1-8 Children)	\$200.00
4.11 Family Daycare (9-14 Children)	\$200.00
4.12 Residential Care Facility (Greater than 6 persons)	\$317.00
4.13 Overtime Plan Review/Inspection (Per Hour)	\$237.00
4.14 Other Services not listed (Per Hour)	\$158.00
Penalties (First offense, Second and Subsequent is 2X)	
5.1 FC 104.11.2 Obstructing Fire Department Operation	\$1,055.00
5.2 CFC 109.3.2 Compliance with orders, Notices and Tags	\$1,055.00
5.3 CFC 1003.6 Means of Egress	\$1,055.00
5.4 CFC 1008.1.2 Door Swing	\$264.00
5.5 CFC 1008.1.3 Door Opening Force	\$264.00
5.6 CFC 1008.1.9 Door Operations	\$264.00
5.7 CFC 5003.3 Illegal Release of Hazardous Material	\$1,055.00
5.8 CFC 5003.3.1 Failure To Notify Fire Chief of Unauthorized Hazardous Material	\$1,055.00
5.9 CFC 5003.3.1.1 Failure To Keep Accurate Records of Unauthorized Hazardous Material	\$1,055.00
5.10 CFC 5003.3.1.2 Failure to prepare for the Unauthorized Discharge of HAZMAT	\$1,055.00
5.11 CFC 105.1.1 Failure to Obtain Required Permit	\$528.00
5.12 CFC 110.1.1 Unsafe Building Violation	\$528.00
5.13 CFC 503.4 Obstruction of Fire Apparatus Access Roads	\$264.00
5.14 CFC 507.5.4 Obstruction of Fire Protection Water Supply	\$264.00
5.15 Life Safety Violations (Each occurrence)	\$528.00
State Mandated Inspections/Operational Permit Fees	
105.6.49 Automotive Wrecking Yard	\$148.00
105.6.34 Candles/ Open Flame Assembly	\$100.00
105.6.4 Carnivals and Fairs	\$100.00
105.6.5 Cellulose Nitrate Storage	\$100.00
105.5.52.1 Christmas Tree Lots	\$100.00
105.6.7 Combustible Fiber Storage	\$148.00
105.6.8 Compressed Gases	\$121.00
Commercial Rubbish Handling	\$100.00
105.6.10 Cryogenics	\$148.00
1.5.6.12 Dry Cleaning Plants	\$100.00
Dust Producing Operations	\$148.00
105.6.14 Explosives or Blasting Agents	\$200.00

105.6.40 Fire Work Display	\$243.00
105.6.18 Fruit Ripening	\$100.00
105.6.19 Fumigation or Thermal Fogging	No Charge
105.6.20 Hazardous Material	\$390.00
105.6.23 Hot-Work Operations	\$100.00
105.6.27 Liquefied Petroleum Gases	\$148.00
105.6.26 Liquid/Gas Fueled Vehicle Assem.	\$100.00
105.6.25 Lumber Yards	\$290.00
105.6.28 Magnesium Working	\$200.00
105.6.9 Mall-Covered	\$491.00
105.6.31 Motor Vehicle Fuel Disp. Station	\$148.00
105.6.32 Open Burning	\$100.00
105.6.35 Organic Coatings	\$200.00
105.6.40 Pyrotechnic Special Effects	\$243.00
105.6.42 Refrigeration Equipment	\$148.00
105.6.43 Repair Garages	\$148.00
105.6.45 Spraying or Dipping	\$148.00
105.6.47 Temp. Membrane Structures/Tent	\$100.00
Tire Storage	\$200.00
Storage/Processing/Recycling Wood Products/Greenwaste	\$290.00
105.6.37 Places of Assembly	
Assembly Group A-1	\$491.00
Assembly Group A-2	\$390.00
Assembly Group A-2.1	\$200.00
Assembly Group A-3	\$200.00
Assembly Group A-4	\$200.00
105.6.15 Flammable Combustible Liquid	
Use, Operate, Modify a Pipeline	\$100.00
Class I Liquid More than 5/10 Gal.	\$100.00
Class II Liquid More than 25 Gal.	\$100.00
Remove Class I/II Liq. U/G Tank	\$390.00
Tank Vehicles, Equipment, Plants	\$148.00
Remove A/G Tanks	\$148.00
Change in Cont. of A/G U/G Tank	\$100.00
105.6.22 High Piled Combustible Storage	
0 to 10,000 Square Feet	\$200.00
10,001 to 50,000 Square Feet	\$200.00
50,001 to 100,000 Square Feet	\$628.00
100,001 to above Square Feet	

TREASURER'S REPORT

BOARD OF DIRECTORS' PACKET

VALLEY CENTER FIRE PROTECTION DISTRICT

Valley Center Fire Protection District

Balance Sheet

As of June 30, 2025

JUN 2025

ASSETS

Current Assets

Bank Accounts

1101 General Operating #4811	466,459.40
11011 Petty Cash	53.17
11013 Fire Foundation #8451	7,290.16
11014 Explorer #8469	29,761.45
11015 Training #7024	30,824.76
11016 Grant Acct #7073	91,674.55
1102 Payroll Acct #2271	15,047.29
11021 VCFPD Oracle Gen Fund - #47850	1,091,305.40
11022 VCFPD Mitigation Fund - #47855	419,258.76
11023 CFD 2008-01 - #47853	866,219.04
50501 TRAINING	3,040.06
Training & Expenses	200.00
Total 50501 TRAINING	3,240.06

Total Bank Accounts

\$3,021,134.04

Accounts Receivable

11000 Accounts Receivable	1,258.00
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Total Accounts Receivable

\$1,258.00

Other Current Assets

11024 FMV General Fund	-42,456.50
11025 FMV Mitigation Fund	-25,723.68
11200A Account Receivable Mitigation	0.00
11200B Accounts Receivable General	52,104.98
11200D Account Receivable Grant Fund	0.00
11200E Account Receivable Cost Rec	0.00
11200H Accounts Receivable CFD08	0.00
11200I Interest receivable	13,646.55
11200M Mitigation interest receivable	8,750.13
11300 Prepaids	11,628.96
12000 Undeposited Funds	5,403.47
1310000 Deposit	3,248.60
51010 Strategic Reserves	100,000.00

Total Other Current Assets

\$126,602.51

Total Current Assets

\$3,148,994.55

Fixed Assets

15000 Furniture and Equipment	0.00
1500014 Bldg Improvements	1,663,773.78
15001 Building Improvement - Prior	0.00
1501000 Const in Progress	590,566.71
15020 Building Improvement #1 Proj 1	0.00
1502100 Engines and Vehicles	3,352,595.60
15022 Building Improvement #1 Plymov	0.00

1503100 Furniture & Equipment	1,987,649.24
15100 Building Improvement #2	0.00
15120 Building Imprvoement #2 Proj 1	0.00
15122 Building Improvement #2 Plymov	0.00
15201 Command Vehicle	0.00
15300 Office Equipment - Inventory	0.00
15301 Fire Vehicle	0.00
15302 Vehicle Truck	0.00
15400 Safety Equipment	0.00
15401 Extractor	0.00
15500 Eng & Equip - New Engine	0.00
15501 Remodel	0.00
15600 Medical Equipment (jackets)	0.00
15601 Medical Equipment SCBA Proj	0.00
15700 Communications Equipment	0.00
15701 Equipment - Generators	0.00
15900 Cardiac Monitors	0.00
15902 General Fixed Asset - Depreciat	-4,837,872.67
16000 Land	481,600.00
Total Fixed Assets	\$3,238,312.66
Other Assets	
18000 Right-of-use - Finance Lease	16,909.00
18001 Accu Amoritization-Right of Use	-16,909.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$6,387,307.21
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	4,530.00
Total Accounts Payable	\$4,530.00
Credit Cards	
8180 8180 CitiBank	9,829.26
9349 9349-VCFPD	7,449.88
Total Credit Cards	\$17,279.14
Other Current Liabilities	
20001 Lease Liability	0.00
20002 Lease liability - due w/in 1 yr	0.00
20020 Calif Bank and Trust	0.00
24000 Payroll Liabilities	
23200 Wages Payable	34,411.56
24100 FF Assoc Dues& Cond Fee Payable	-165.40
24200 Child Support Payable	-830.76
24300 Cafe Health Payable	220,184.52
24400 ACF Local Payable	185.40
24500 457 Payable	-500.00
24600 Payroll Taxes Payable	-13,003.12
24700 PTO & Sick Time Accrual Payable	72,878.38
24800 Garnishments - Tax	0.00

	JUN 2025
Total 24000 Payroll Liabilities	313,160.58
24801 Deferred revenue	423,920.00
Sales Tax	-1,001.80
Total Other Current Liabilities	\$736,078.78
Total Current Liabilities	\$757,887.92
Long-Term Liabilities	
25001 Financing agreement	516,713.83
70020.1 capital projects	-241,272.08
Total 25001 Financing agreement	275,441.75
Total Long-Term Liabilities	\$275,441.75
Total Liabilities	\$1,033,329.67
Equity	
30000 Opening Balance Equity	1,468,327.35
32000 Retained Earnings	1,669,224.15
39000 Investment in Gen Fixed Asset	1,939,807.42
39100 Restricted Grants and Contribut	0.00
Net Income	276,618.62
Total Equity	\$5,353,977.54
TOTAL LIABILITIES AND EQUITY	\$6,387,307.21

Valley Center Fire Protection District

Profit and Loss

June 2025

	TOTAL
Income	
GRANT REVENUE	
45000 Fire Explorer Post Donations	1,000.00
49002 SD COVID-19 ARPA Grant (03/21)	147.89
Total GRANT REVENUE	1,147.89
OPERATING REVENUE	
40700 Community Development Fees	6,829.90
40900 CFAA Reimbursement	70,381.51
41100 SDG&E Lease	2,500.00
43000 Training Reimb-Target & Palomar	567.00
Total OPERATING REVENUE	80,278.41
Total Income	\$81,426.30
GROSS PROFIT	\$81,426.30
Expenses	
51000.1 Administrative Support Expenses	3,472.80
51000.1 OVERHEAD / ADMINISTRATIVE SERV	4,052.49
CAPITAL PROJECTS	
70004 Fire Station Development Costs	23,112.15
70005.2 Fire Station Expansion - Mit Fu	-215.02
70008 MDC Replacement Program	285.00
70009 Type 3 Engine	2,751.87
70009.1 Type 3 Engine - Waldron Grant	4,500.00
70011 VHF Radio Replacement	729.45
Total CAPITAL PROJECTS	31,163.45
COMMUNICATIONS	
51601 RCS Communication Fees	2,244.00
Total COMMUNICATIONS	2,244.00
CONTRACT SERVICES	
51101 Professional & Contract Svcs	5,948.48
51101.1 Prof. & Contract Svcs - Grant	1,160.00
Total CONTRACT SERVICES	7,108.48
FIRE APPARATUS	
51400 Operations Expense	8,624.87
51402 Fuel	3,464.04
Total FIRE APPARATUS	12,088.91
FIRE FACILITIES	
FIRE STATION #1	
51301 #1 Facility Maint/Repairs	921.26
51302 #1 Utilities	414.09
51303 #1 Consumables	166.37
Total FIRE STATION #1	1,501.72
FIRE STATION #2	
51312 #2 Utilities	697.29

	TOTAL
51313 #2 Consumables	438.96
Total FIRE STATION #2	1,136.25
FIRE STATION #3	
51320 #3 Facility Maint/Repairs	461.00
Total FIRE STATION #3	461.00
Total FIRE FACILITIES	3,098.97
OPERATIONS PROGRAMS	
51512 Tools/Minor Equip/Small Engines	195.95
Total OPERATIONS PROGRAMS	195.95
OVERHEAD / ADMINISTRATIVE SERV	
51001 Contingencies & Misc.	-194.41
51003 Bank Fees / Interest Expense	15.00
51006 Election/Annexation Service	69.30
Total OVERHEAD / ADMINISTRATIVE SERV	-110.11
PARAMEDIC EMERGENCY SUPPLIES	
51700 Medical Equipment & Supplies	642.70
Total PARAMEDIC EMERGENCY SUPPLIES	642.70
PAYROLL - OPERATIONAL PERSONNEL	
61000 Fire Engineers	45,910.10
63000 Firefighter-Paramedics	63,149.38
64000 Fire Captains	56,044.48
Total PAYROLL - OPERATIONAL PERSONNEL	165,103.96
PAYROLL EXPENSES	
66003 Payroll Service	356.17
66004 Health Benefit Costs	6,520.20
66008 Employer Taxes-FICA,SUTA,FUTA	15,516.12
Total PAYROLL EXPENSES	22,392.49
PAYROLL-ADMINISTRATIVE	
60000 Division Chief-Operations/Train	9,352.00
60200 Battalion Chief-Fire Marshal	9,352.00
60300 Administrative Captain	8,267.20
60400 Administrative Asst-Office Mgr.	6,479.63
60500 Bookkeeper	3,969.60
60600 Fire Chief	10,521.60
Total PAYROLL-ADMINISTRATIVE	47,942.03
TRAINING	
50100 EMT & Paramedic License Renewal	427.50
50501 Training Exp - Oper Exp Funded	-567.00
Total TRAINING	-139.50
Total Expenses	\$299,256.62
NET OPERATING INCOME	\$ -217,830.32
Other Income	
40150 Misc Revenue	865.13
Total Other Income	\$865.13
NET OTHER INCOME	\$865.13
NET INCOME	\$ -216,965.19

Valley Center Fire Protection District

Budget vs. Actuals: FY 24/25 Fiscal Expense Report

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
Income				
GRANT REVENUE				
45000 Fire Explorer Post Donations	2,480.00	5,000.00	2,520.00	49.60 %
46000 Applied UASI Grant Income		42,100.00	42,100.00	
46000.4 Applied UASI Grant - 2022		0.00	0.00	
47000 Applied SHSGP Grant Income	-11,000.00	11,000.00	22,000.00	-100.00 %
48000 Applied Grant Income-Other	12,338.00	30,000.00	17,662.00	41.13 %
49002 SD COVID-19 ARPA Grant (03/21)	29,725.26	0.00	-29,725.26	
49004 Waldron Grant		0.00	0.00	
49005 VC Fire Foundation Grant		550,000.00	550,000.00	
49006 Neighborhood Reinvestment Grant	25,000.00	100,000.00	75,000.00	25.00 %
49009 FEMA FP&S Grant - Outreach	1,330.97	0.00	-1,330.97	
Total GRANT REVENUE	59,874.23	738,100.00	678,225.77	8.11 %
NON-OPERATING REVENUE				
30100 Mitigation Fees Capital Expendi	145,634.36	407,054.54	261,420.18	35.78 %
Total NON-OPERATING REVENUE	145,634.36	407,054.54	261,420.18	35.78 %
OPERATING REVENUE				
30130 CFD2008-1 Interest	9,538.28	8,636.06	-902.22	110.45 %
40000 Benefit Fees/Standby (315001)	2,339,567.67	2,085,441.96	-254,125.71	112.19 %
40100 Taxes, Property (315000)	1,030,458.76	831,871.80	-198,586.96	123.87 %
40200 CFD-2000-1 (315002)	250,815.70	348,749.73	97,934.03	71.92 %
40300 CFD-2008-01 (315003)	478,710.48	691,564.03	212,853.55	69.22 %
40400 General Fund Interest	19,126.86	6,695.00	-12,431.86	285.69 %
40600 First Responder Fees		40,000.00	40,000.00	
40700 Community Development Fees	66,814.89	70,000.00	3,185.11	95.45 %
41100 SDG&E Lease	57,500.00	30,000.00	-27,500.00	191.67 %
42000 Incident Cost Recovery-Fire USA	1,932.80	18,540.00	16,607.20	10.43 %
43000 Training Reimb-Target & Palomar	2,551.50	30,000.00	27,448.50	8.51 %
49000 NCD JPA Capital Equipment Reimb		63,540.00	63,540.00	
Total OPERATING REVENUE	4,257,016.94	4,225,038.58	-31,978.36	100.76 %
Total Income	\$4,462,525.53	\$5,370,193.12	\$907,667.59	83.10 %
GROSS PROFIT	\$4,462,525.53	\$5,370,193.12	\$907,667.59	83.10 %
Expenses				
51000.1 Administrative Support Expenses	83,803.35	144,200.00	60,396.65	58.12 %
CAPITAL PROJECTS				
70001 RCS NextGen Network Infrastruct		10,290.00	10,290.00	
70001.1 RCS Nextgen '21 - Mitigation		10,290.00	10,290.00	
70003.2 PPE 6 Sets - Mitigation Fund		20,000.00	20,000.00	
70003.3 New TIC replcmnt for E161 - Mit		7,758.54	7,758.54	
70003.4 Airbag System E161 - Mitig Fund	2,762.30	4,975.00	2,212.70	55.52 %
70004.1 Fire Station Dev - Waldron Gran	36,776.68	0.00	-36,776.68	
70004.2 Fire Station Dev-COVID-19 ARPA		0.00	0.00	
70004.3 Fire Station Dev - Fire Found.		0.00	0.00	

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
70004.5 Fire Station Dev - Fire Mitig		0.00	0.00	
70005.1 New Station Consulting - Mitig		0.00	0.00	
70005.2 Fire Station Expansion - Mit Fu	1,371.35	50,000.00	48,628.65	2.74 %
70008 MDC Replacement Program	-28,634.70	50,000.00	78,634.70	-57.27 %
70009 Type 3 Engine	259,913.00	0.00	-259,913.00	
70009.1 Type 3 Engine - Waldron Grant	5,157.72	360,276.40	355,118.68	1.43 %
70009.2 Type 3 Engine - Mitigation Fund	380.47	152,987.83	152,607.36	0.25 %
70009.5 Type 1 Engine	97,417.16	97,500.00	82.84	99.92 %
70010.1 Fire Hose - Mitigation Funds	7,670.00	10,000.00	2,330.00	76.70 %
Total CAPITAL PROJECTS	382,813.98	774,077.77	391,263.79	49.45 %
COMMUNICATIONS				
51600 North County Dispatch	165,910.82	161,211.00	-4,699.82	102.92 %
51601 RCS Communication Fees	25,084.72	14,022.00	-11,062.72	178.90 %
Total COMMUNICATIONS	190,995.54	175,233.00	-15,762.54	109.00 %
COMMUNITY RISK REDUCTION				
51200.1 CRRD Operational Expenses	6,809.77	7,500.00	690.23	90.80 %
51200.2 FEMA FP&S Grant - Outreach		27,000.00	27,000.00	
Total COMMUNITY RISK REDUCTION	6,809.77	34,500.00	27,690.23	19.74 %
CONTRACT SERVICES				
51101 Professional & Contract Svcs	110,946.76	92,700.00	-18,246.76	119.68 %
51101.1 Prof. & Contract Svcs - Grant	11,840.00	5,000.00	-6,840.00	236.80 %
51105 Insurance	55,251.40	66,319.00	11,067.60	83.31 %
51107 Trauma Intervention Program		3,450.00	3,450.00	
51109 Burn Inst/Youth Fire Prevent		642.00	642.00	
Total CONTRACT SERVICES	178,038.16	168,111.00	-9,927.16	105.91 %
FIRE APPARATUS				
51400 Operations Expense	135,688.66	126,000.00	-9,688.66	107.69 %
51402 Fuel	50,245.00	66,440.00	16,195.00	75.62 %
Total FIRE APPARATUS	185,933.66	192,440.00	6,506.34	96.62 %
FIRE FACILITIES				
FIRE STATION #1				
51301 #1 Facility Maint/Repairs	7,388.93	25,000.00	17,611.07	29.56 %
51302 #1 Utilities	9,691.78	3,193.00	-6,498.78	303.53 %
51303 #1 Consumables	1,728.39	1,500.00	-228.39	115.23 %
Total FIRE STATION #1	18,809.10	29,693.00	10,883.90	63.35 %
FIRE STATION #2				
51310 #2 Facility Maint/Repairs	5,384.41	8,000.00	2,615.59	67.31 %
51312 #2 Utilities	11,105.77	3,811.00	-7,294.77	291.41 %
51313 #2 Consumables	1,844.37	2,000.00	155.63	92.22 %
Total FIRE STATION #2	18,334.55	13,811.00	-4,523.55	132.75 %
FIRE STATION #3				
51320 #3 Facility Maint/Repairs	5,062.60	2,575.00	-2,487.60	196.61 %
51322 #3 Utilities		6,180.00	6,180.00	
51323 #3 Consumables		0.00	0.00	
Total FIRE STATION #3	5,062.60	8,755.00	3,692.40	57.83 %
Total FIRE FACILITIES	42,206.25	52,259.00	10,052.75	80.76 %
OPERATIONS PROGRAMS				
51511 Hose/Nozzles/Fittings/Ladders	1,697.62	8,000.00	6,302.38	21.22 %

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
51512 Tools/Minor Equip/Small Engines	996.33	16,000.00	15,003.67	6.23 %
51513 BA's/Fit & Flow Test/Compressor	13,053.87	12,000.00	-1,053.87	108.78 %
51514 Rescue Sys/Equipment	4,856.86	2,500.00	-2,356.86	194.27 %
51515.1 PPE Grant	4,604.38	11,000.00	6,395.62	41.86 %
51515.2 PPE Non-Grant	35,178.76	18,000.00	-17,178.76	195.44 %
Total OPERATIONS PROGRAMS	60,387.82	67,500.00	7,112.18	89.46 %
OVERHEAD / ADMINISTRATIVE SERV				
51001 Contingencies & Misc.	9,726.01	13,650.00	3,923.99	71.25 %
51002 Recruitment and On Boarding Exp	5,937.50	6,300.00	362.50	94.25 %
51006 Election/Annexation Service	3,106.20	15,000.00	11,893.80	20.71 %
Total OVERHEAD / ADMINISTRATIVE SERV	18,769.71	34,950.00	16,180.29	53.70 %
PARAMEDIC EMERGENCY SUPPLIES				
51700 Medical Equipment & Supplies	20,165.56	18,540.00	-1,625.56	108.77 %
Total PARAMEDIC EMERGENCY SUPPLIES	20,165.56	18,540.00	-1,625.56	108.77 %
PAYROLL - OPERATIONAL PERSONNEL				
	-1,152.53	0.00	1,152.53	
61000 Fire Engineers	585,591.16	512,100.00	-73,491.16	114.35 %
63000 Firefighter-Paramedics	842,914.19	739,050.00	-103,864.19	114.05 %
64000 Fire Captains	770,861.07	782,065.00	11,203.93	98.57 %
Total PAYROLL - OPERATIONAL PERSONNEL	2,198,213.89	2,033,215.00	-164,998.89	108.12 %
PAYROLL EXPENSES				
66002 FASIS Workers Comp Emp Asst	197,378.92	237,708.45	40,329.53	83.03 %
66003 Payroll Service	6,214.18	6,180.00	-34.18	100.55 %
66004 Health Benefit Costs	130,635.55	90,204.38	-40,431.17	144.82 %
66008 Employer Taxes-FICA,SUTA,FUTA	211,135.23	259,060.24	47,925.01	81.50 %
Total PAYROLL EXPENSES	545,363.88	593,153.07	47,789.19	91.94 %
PAYROLL-ADMINISTRATIVE				
	-1,845.00	0.00	1,845.00	
60000 Division Chief-Operations/Train	121,412.35	121,194.00	-218.35	100.18 %
60200 Battalion Chief-Fire Marshal	130,734.99	121,194.00	-9,540.99	107.87 %
60300 Administrative Captain	111,132.65	107,473.60	-3,659.05	103.40 %
60400 Administrative Asst-Office Mgr.	64,193.33	61,048.78	-3,144.55	105.15 %
60500 Bookkeeper	53,615.60	46,800.00	-6,815.60	114.56 %
60600 Fire Chief	137,351.15	130,260.00	-7,091.15	105.44 %
Total PAYROLL-ADMINISTRATIVE	616,595.07	587,970.38	-28,624.69	104.87 %
TRAINING				
50000 Explorer Post	476.00	5,150.00	4,674.00	9.24 %
50100 EMT & Paramedic License Renewal	2,480.00	4,867.20	2,387.20	50.95 %
50200 Tuition & Reference Materials	7,742.57	9,114.56	1,371.99	84.95 %
50501 Training Exp - Oper Exp Funded	3,819.02	18,540.00	14,720.98	20.60 %
50502.4 Applied UASI Grant - 2022		42,100.00	42,100.00	
Total TRAINING	14,517.59	79,771.76	65,254.17	18.20 %
Total Expenses	\$4,544,614.23	\$4,955,920.98	\$411,306.75	91.70 %
NET OPERATING INCOME	\$ -82,088.70	\$414,272.14	\$496,360.84	-19.82 %
NET INCOME	\$ -82,088.70	\$414,272.14	\$496,360.84	-19.82 %

Note

*UNDER TOTALS across top of report is the ACTUAL column. It is for expenses thus far for the fiscal year - We are one month in arrears for report purposes.