

LAKE COUNTY FIRE PROTECTION DISTRICT

NOTICE OF A BOARD OF DIRECTORS REGULAR MEETING

NOTICE IS HEREBY GIVEN, pursuant to California Government Code Section 54956, that the Chairperson of the Lake County Fire Protection District Board of Directors, State of California, has called a special meeting of said Board of Directors to be held on

Wednesday, February 24, 2021 at 1600
Located remotely using the GoToMeeting link below

Due to COVID-19, Lake County Fire Protection District is following the directive of the California Department of Public Health and limiting the meeting to just the essential people in order to keep doing our business. LCFPD's Board of Director's Meeting will be accessible via the link or phone number listed below. You will be able to follow and participate in our meeting by either logging into our meeting room listed below or you may also listen in by calling the number provided below.

Please join our meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/LCFPDBoardDirectors>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3212](tel:+18722403212)

Access Code: 829-098-069

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<https://global.gotomeeting.com/install/829098069>

This regular meeting is for the purpose of discussing and considering the following items:

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. A MOMENT OF SILENCE FOR OUR BROTHER AND SISTER FALLEN FIREFIGHTERS**
- 4. ROLL CALL (✓-present, A-absent)**

____ Director Dean
____ Director Fults
____ Director Loustalot
____ Director Moore
____ Director Spriet
____ Director Watson
____ Chairperson Snyder

- 5. SPECIAL AGENDA ITEMS: CITIZEN'S INPUT – A fundamental element of democracy is the right of citizens to address their elected representatives, therefore any citizen may speak on items of interest to the public that are within**

the subject matter jurisdiction, provided that no action shall be taken on any item not on the agenda. Comments shall be limited to three minutes per person.

6. CONSENT ITEMS: Consent items are considered to be non-controversial and will be acted upon at one time without discussion. Any member of the Board or public may pull any consent item for discussion and separate action.

- (a) Approval of the minutes from the January 27, 2021 regular meeting
- (b) Approval of the minutes from the February 4, 2021 special meeting
- (c) Warrant register & payment of the bills for January 2021

7. CHIEF'S REPORT

8. FIRE MARSHAL'S REPORT

9. CHAPLAIN'S REPORT

10. LAKE COUNTY VOLUNTEER ASSOCIATION INPUT & COMMENTS

11. EMPLOYEE INPUT AND COMMENTS

12. COMMUNICATIONS

13. AD HOC COMMITTEE REPORTS:

- (a) 2020/2021 Budget (Snyder, Watson) – to be dissolved
- (b) Staff Turnover Analysis (Fults, Loustalot) –
- (c) Safety MOU Amendment (Fults, Watson) –
- (d) Equipment Purchases (Moore, Snyder, Watson) – to be dissolved

14. REGULAR AGENDA ITEMS:

- (a) Consider and adopt Resolution 21-0201 Making Findings and Requesting the County of Lake to Implement Fire Mitigation Fees Pursuant to the Lake County Fire Mitigation Fee Ordinance in the amount of \$1.00 per square foot.
- (b) Consider and adopt Resolution 21-0202 Adjusting Ordinance 2016-1001 Cost Per Benefit Unit for FY2021/22 to \$4.33.
- (c) Consider and adopt Resolution 21-0203 Canceling Reserves for Participation in the State Intergovernmental Transfer Program in the amount of \$532,315.
- (d) Consider and approve the surplus of M7021.

15. CLOSED SESSION:

- (a) The Board will go into Closed Session pursuant to GC§54957 Public Employee Performance Evaluation. Title: Paramedic.


16. OLD BUSINESS:

17. NEW BUSINESS:

18. GOOD OF THE ORDER:

19. ADJOURNMENT:

POSTED BY:


Miasha Rivas, Clerk of the Board

*Any materials required by law to be made available to the public prior to a meeting of the Board of Directors of Lake County Fire Protection District can be inspected at the following address during normal business hours: 14815 Olympic Drive, Clearlake, CA 95422

*If you have any disability which would require accommodation in order to enable you to participate in this meeting, please call the Clerk to the Board, Miasha Rivas at (707) 994-2170

Here is the link from California Department of Public Health
<http://csda.informz.net/z/cjUucD9taT03ODQzMTI4JnA9MSZ1PTkwMzAzMDM1MCZsaT02Mzg4NTg0MA/index.html>

Here is the link of the Executive Department State of California N-25-20
<https://www.gov.ca.gov/wp-content/uploads/2020/03/3.12.20-EO-N-25-20-COVID-19.pdf>

LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE,
CALIFORNIA 95422
707-994-2170 PHONE 707-994-4861 FAX

Board of Directors Regular Meeting January 27, 2021 Located remotely using GoToMeetings

Chairperson Snyder called the meeting to order at 1605 hours.

Directors present: Director Dean, Director Fults, Director Moore (1611), Director Spriet, Director Watson, Chairperson Snyder.

Employees present: Fire Chief Sapeta, Fire Marshal Smith, Financial Analyst Rivas, Finance Assistant Franklin and Engineer Shields.

Others present: Bruno Sabatier.

Pledge of Allegiance

A moment of silence for our brother and sister fallen firefighters.

Special Agenda Items:

- Citizen's input – None.

Consent Items:

- Director Watson made a motion to approve the minutes from the December 16, 2020 regular meeting. Chairperson Snyder seconded the motion.
Motion passed.
Ayes: 5
Noes: 0
Absent: 2
- Director Watson made a motion to approve the warrant register and pay the bills for December 2020. Director Dean seconded the motion.
Motion passed.
Ayes: 5
Noes: 0
Absent: 2

Chief's Report:

- Fire Chief Sapeta provided an update on the recent calls for service, which have been steadily increasing. During the storm event, they did about 60 calls for service within 48 hours.
- Fire Chief Sapeta provided an update on COVID-19. Nearly 50 percent of First Responders were vaccinated as well as CPD. They are transitioning to teachers and 65 and older community members. The ICU bed statuses are doing good. All of the Pfizer vaccine was given out and now they are using the Moderna vaccine.

- Fire Chief Sapeta provided an update on the Chiefs meeting. They are going to be focusing on the weather event. They have prepositioned a series of engines. The storm event had a significant impact on the County, so they are gearing up for the second half of the storm.
- Fire Chief Sapeta provided an update on the recruiting status. There were 2 interviews and both are being sent to backgrounds. Other things they are looking at is hiring EMTs and/or Paramedics and training them to be firefighters by putting them through an in-house training.
- Fire Chief Sapeta reported that he is coordinating with Cal Fire and the State Parks to do a control burn at Anderson Marsh of at least 20 acres, not including the White Bridge area.
- Fire Chief Sapeta reported that the Fire Chiefs have been working with Carol from Up Start Energy on a solar system project for our station as well as the other Districts.

Fire Marshal's Report:

- Fire Marshal Smith reported that last week he started the annual inspections for all the schools. As of the Board meeting, he completed all the inspections for the 8 schools with only minor discrepancies on the campuses.

Chaplain's Report:

- None.

Volunteer Association Input and Comments:

- Engineer Shields reported that meetings are still suspended until the County is out of the purple tier.

Employee Input and Comments:

- None.

Communications:

- None.

AD HOC Committee Reports:

- 2020/2021 Budget – None.
- Staff Retention – Director Fults will work with Financial Analyst Rivas for data.

Regular Agenda Items:

- Chairperson Snyder delivered the Oath of Office to Director Spriet.
- Director Watson made a motion to consider and form a MOU Amendment ad hoc committee for the discussion of a Vacation Cash Out option with members Director Watson and Director Fults. Director Dean seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1
- Director Watson made a motion to consider and adopt Lexipol Policy 921 Aerosol Transmissible Diseases Exposure Control Plan with some grammatical corrections. Director Dean seconded the motion.
Motion passed.
Ayes: 6

Noes: 0
Absent: 1

- Director Moore made a motion to consider and adopt Resolution 21-0101 to Purchase a Type 1 Engine not to exceed \$375,000.
Director Dean seconded the motion.
Motion passed by roll call vote.
Ayes: Dean, Fults, Moore, Spriet, Watson, Snyder
Noes: None
Absent: Loustalot
Abstain: None

An Equipment Purchase ad hoc committee was established to look at the possibility of allowing a maximum threshold for purchases without Board approval. Members are Director Watson, Chairperson Snyder and Director Moore.

- Director Watson made a motion to consider and adopt Resolution 21-0102 Approving the Community First National Bank Lessee Resolution.
Chairperson Snyder seconded the motion.
Motion passed by roll call vote.
Ayes: Dean, Fults, Moore, Spriet, Watson, Snyder
Noes: None
Absent: Loustalot
Abstain: None

Old Business:

- None.

New Business:

- None.

Good of the Order:

- Director Watson presented former Director Meisenbach with his plaque, and will submit an article to the paper.

Adjournment:

- The regular meeting of the Board of Directors adjourned at 1632 hours.

Attest:



Miasha Rivas, Clerk of the Board

LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE,
CALIFORNIA 95422
707-994-2170 PHONE 707-994-4861 FAX

Board of Directors Special Meeting

February 4, 2021

Located remotely using GoToMeetings

Chairperson Snyder called the meeting to order at 1630 hours.

Directors present: Director Dean, Director Loustalot, Director Spriet, Director Watson and Chairperson Snyder.

Employees present: Fire Chief Sapeta, Financial Analyst Rivas, Finance Assistant Franklin.

Others present: None.

Pledge of Allegiance

A moment of silence for our brother and sister fallen firefighters.

Special Agenda Items:

- Citizen's input – None.

Special Agenda Items:

- Director Watson made a motion to consider and award the competitive bid from Carpet Man for the installation of flooring at the Station 65 office building in the amount of \$12,800 and approve the Chief to sign the job Acceptance.
Chairperson Snyder seconded the motion.
Motion passed.
Ayes: 5
Noes: 0
Absent: 2

Good of the Order:

- Vice Chairperson Loustalot suggested getting a sympathy card for Director Moore and having the Board sign it.

Adjournment:

- The Special meeting of the Board of Directors adjourned at 1642 hours.

Attest:


Miasha Rivas, Clerk of the Board

Lake County Fire Protection District
Check Register
For the Period From January 1, 2021 to January 31, 2021

Check#	Vendor	Description	Account	Amount
18259	Administrative Solutions	Medical - January 2021	352-9552-795-03-30-	10,000.00
18260	ADP	Payroll processing 12/1-12/31/2020	352-9552-795-23-80-C	678.40
18261	Andrew Peterson	Exp reimb - 2021 Uniform allot	352-9552-795-11-00-B	524.81
18262	Ford Denman	OPEB - January 2021	352-9552-795-03-45-B	300.00
18263	James McMurray	OPEB - January 2021	352-9552-795-03-45-B	300.00
18264	Lake County Fire Prot Dist	CalPERS EMPLOYER 01/01-01/15/2021	352-9552-795-02-22-	40,000.00
18264	Lake County Fire Prot Dist	CalPERS EMPLOYEE 01/01-01/15/2021	352-9552-795-02-23-	7,000.00
18264	Lake County Fire Prot Dist	Payroll 01/01-01/15/2021	352-9552-795-09-00-	90,000.00
18265	Lake County Vol Firefighters Assn	2020 Uniform allotment - Pindell	352-9552-795-11-00-B	30.00
18265	Lake County Vol Firefighters Assn	LT Uniform - Lai	352-9552-795-11-00-B	30.00
18265	Lake County Vol Firefighters Assn	Call money Nov 2020	352-9552-795-28-30-A	450.00
18265	Lake County Vol Firefighters Assn	Call money Dec 2020	352-9552-795-28-30-A	450.00
18266	Lower Lake County Water	Water - Decamber 2020 61300-0007	352-9552-795-30-00-B	182.74
18267	Nationwide Retirement	Deferred comp 01/01-01/15/2021	352-9552-795-02-28-	2,370.00
18268	Secretary of State	Roster of Public Agencies	352-9552-795-24-00-	6.00
18269	Teleflex Funding LLC	Medical supplies	352-9552-795-28-48-A	2,408.00
18270	US Bank Corp	See Attached Breakdown	Various	15,894.11
Total 1/13/2021				170,624.06
18271	Administrative Solutions	Medical Admin Fees- January 2021	352-9552-795-03-30-	897.50
18272	AFLAC	Insurance - January 2021	352-9552-795-03-30-	425.82
18273	Anthem Blue Cross	Medical- Feb 2021	352-9552-795-03-30-	21,619.47
18273	Anthem Blue Cross	OPEB Medical Feb 2021 - Diener	352-9552-795-03-45-B	780.60
18273	Anthem Blue Cross	OPEB Medical Feb 2021 - Murch	352-9552-795-03-45-B	869.32
18273	Anthem Blue Cross	OPEB Medical Feb 2021 - Trask	352-9552-795-03-45-B	1,201.48
18274	CA Dept of Tax & Fee	Diesel Tax - July-Sept 2020	352-9552-795-48-00-	1,185.82
18275	Department of Justice	Livescan - R. Lai	352-9552-795-23-80-A	49.00
18276	FASIS	Workers comp - 3rd Qtr 2020/21	352-9552-795-04-00-	49,342.00
18277	FDAC EBA	Dental/Vision/Life - Feb 2021	352-9552-795-03-30-	5,188.45
18277	FDAC EBA	OPEB Dental/Vision/Life Feb - Diener	352-9552-795-03-45-B	90.33
18277	FDAC EBA	OPEB Dental/Vision/Life Feb - Murch	352-9552-795-03-45-B	90.33
18277	FDAC EBA	OPEB Dental/Vision/Life Feb - Trask	352-9552-795-03-45-B	90.33
18278	Gunsmoke Management LLC	Technical Review	352-9552-795-23-80-J	100.00
18279	HSI, Inc.	Ambulance Billing - Dec 2020	352-9552-795-23-80-H	6,066.00
18280	Jesse Abrao	Expense Reimb-Sta 65 Bldg & Imprv	352-9552-795-61-60-B	404.59
18281	Jones & Mayer	Legal services - Nov 2020	352-9552-795-23-80-A	87.50
18282	Lake County Fire Prot Dist	CalPERS EMPLOYER 01/16-01/31/2021	352-9552-795-02-22-	14,000.00
18282	Lake County Fire Prot Dist	CalPERS EMPLOYEE 01/16-01/31/2021	352-9552-795-02-23-	7,000.00
18282	Lake County Fire Prot Dist	Payroll 01/16-01/31/2021	352-9552-795-09-00-	80,000.00
18283	Lake County Prof Firefighters Assn	Union Dues January 2021	352-9552-795-01-11-	800.00
18284	Nationwide Retirement	Deferred comp 01/16-01/31/2021	352-9552-795-02-28-	2,370.00
18285	Occu-Med, Ltd.	Pre Employment Physical - Glaser	352-9552-795-23-80-B	474.00
18286	Pacific Gas and Electric	Electric - Dec 2020	352-9552-795-30-00-A	3,141.67
18287	Parallon Revenue Cycle	Ambulance Billing Coll - Dec 2020	352-9552-795-23-80-H	79.72
18288	Predator Pest & Weed	Rodents - Jan 2021	352-9552-795-18-00-A	95.00
18289	Schaeffer MFG Co	Shop	352-9552-795-17-00-B	1,223.13
18290	The UPS Store 5161	Livescan - Lai	352-9552-795-23-80-A	25.00
Total 1/27/2021				197,697.06
Total January 2021				368,321.12

**Lake County Fire Protection District
Fund 352 General Ledger Summary
2020/2021**

AS OF: 1/31/2021

Account	Description	Budget	YTD	Budget Bal	% to Budget
Revenues					
411.10-10	CS Prop Tax	\$ 1,000,000	\$ 622,169.97	\$ 377,830.03	62.22%
411.10-20	CU Prop Tax	\$ 25,000	\$ 24,033.51	\$ 966.49	96.13%
411.10-25	Curr Supp Prop Tax	\$ 2,000	\$ 4,397.31	\$ (2,397.31)	
411.10-35	Prior Supp Prop Tax	\$ 2,000	\$ 3,498.62	\$ (1,498.62)	174.93%
411.10-40	DU Prop Tax	\$ 500	\$ 4,239.69	\$ (3,739.69)	847.94%
422.21-60	Permits	\$ 15,000	\$ 27,253.81	\$ (12,253.81)	181.69%
431.31-95	Fines, Fees, Forfeit	\$ 35,000	\$ 25,241.32	\$ 9,758.68	72.12%
441.42-01	Interest	\$ 45,000	\$ 15,312.06	\$ 29,687.94	34.03%
442.42-10	Rents & Concessions	\$ 2,801	\$ 2,051.00	\$ 750.00	73.22%
453.54-60	HOPTR	\$ 10,000	\$ 5,401.74	\$ 4,598.26	54.02%
453.54-70	Disaster Rev Loss Backfil	\$ -	\$ 47,460.03	\$ (47,460.03)	
456.56-30	Other Gov Agencies	\$ 249,602	\$ 150,678.28	\$ 98,923.72	60.37%
461.66-15	Chrgs for Svs Mitigation Fee	\$ -	\$ -	\$ -	
465.68-60	Institutional Care & Svcs	\$ 1,100,000	\$ 649,493.49	\$ 450,506.51	59.04%
466.69-29	Other Curr Fire Svcs	\$ 1,350,000	\$ 787,781.33	\$ 562,218.67	58.35%
491.79-60	Sale of Fixed Asset	\$ 50,000	\$ 50,000.00	\$ -	100.00%
492.79-90	Other Misc	\$ 25,000	\$ 4,026.25	\$ 20,973.75	16.11%
492.79-91	Cancelled Checks	\$ -	\$ 17.55	\$ (17.55)	
492.79-92	Insurance Refund/Rebate	\$ -	\$ 3,305.91	\$ (3,305.91)	
492.79-93	Insurance Proceeds	\$ 38,000	\$ 43,547.23	\$ (5,547.23)	
502.81-22	Op Trans In	\$ 53,000	\$ -	\$ 53,000.00	0.00%
Total Revenues		\$ 4,002,903	\$ 2,469,909.10	\$ 1,532,993.90	61.70%

Account	Description	Budget	YTD	Budget Bal	% to Budget
Expenditures					
795.01-11	Salaries & Wages - Perm	\$ 1,736,567	\$ 796,119.94	\$ 940,447.06	45.84%
795.01-12	Salaries & Wages - EH	\$ 110,000	\$ 32,467.00	\$ 77,533.00	29.52%
795.01-13	Salaries & Wages - OT	\$ 275,000	\$ 241,790.59	\$ 33,209.41	87.92%
795.01-14	Salaries & Wages - Sev/PO	\$ 75,000	\$ 55,474.75	\$ 19,525.25	73.97%
795.02-21	FICA	\$ 65,769	\$ 18,419.22	\$ 47,349.78	28.01%
795.02-22	PERS-Employer Pd	\$ 620,780	\$ 359,588.80	\$ 261,191.20	57.93%
795.02-23	PERS-Emplyr PD Member	\$ 96,565	\$ 55,719.32	\$ 40,845.68	57.70%
795.02-28	Deferred Compensation	\$ 4,000	\$ -	\$ 4,000.00	0.00%
795.03-30	Health Insurance	\$ 480,000	\$ 217,083.31	\$ 262,916.69	45.23%
795.03-31	Unemployment Ins	\$ 30,698	\$ 4,980.66	\$ 25,717.34	16.22%
795.03-32	Health Insurance Opt Out	\$ 30,000	\$ 5,293.76	\$ 24,706.24	17.65%
795.03-45	Retiree OPEB	\$ 110,000	\$ 23,160.53	\$ 86,839.47	21.06%
795.04-00	Worker's Comp	\$ 212,366	\$ 148,026.00	\$ 64,340.00	69.70%
795.09-00	Payroll Clearing	\$ -	\$ 70,208.45	\$ (70,208.45)	
795.11-00	Clothing	\$ 63,000	\$ 12,769.29	\$ 50,230.71	20.27%
795.12-00	Communications	\$ 248,600	\$ 63,292.46	\$ 185,307.54	25.46%
795.14-00	Household Supplies	\$ 8,000	\$ 4,106.64	\$ 3,893.36	51.33%
795.15-10	Insurance - Other	\$ 2,200	\$ -	\$ 2,200.00	0.00%
795.15-12	Insurance - Public Liability	\$ 3,000	\$ 2,966.00	\$ 34.00	98.87%
795.15-13	Insurance - Fire/Allied	\$ 30,000	\$ 27,779.00	\$ 2,221.00	92.60%
795.17-00	Equip Maintenance	\$ 85,000	\$ 32,799.94	\$ 52,200.06	38.59%
795.18-00	Bldg Maintenance	\$ 70,000	\$ 61,042.98	\$ 8,957.02	87.20%
795.20-00	Memberships	\$ 6,000	\$ -	\$ 6,000.00	0.00%
795.22-70	Office Supplies	\$ 7,500	\$ 3,046.51	\$ 4,453.49	40.62%
795.22-71	Postage	\$ 1,500	\$ 744.32	\$ 755.68	49.62%
795.22-72	Books & Periodicals	\$ 3,000	\$ 1,622.25	\$ 1,377.75	54.08%
795.23-80	Professional Svcs	\$ 204,464	\$ 117,100.14	\$ 87,363.86	57.27%
795.24-00	Pub & Legal Notices	\$ 1,500	\$ 917.65	\$ 582.35	61.18%

**Lake County Fire Protection District
Fund 352 General Ledger Summary
2020/2021**

Account	Description	Budget	YTD	Budget Bal	% to Budget
Expenditures Continued					
795.25-00	Rents & Leases - Equip	\$ 4,800	\$ 2,800.84	\$ 1,999.16	58.35%
795.27-00	Small Tools	\$ 3,500	\$ 1,702.86	\$ 1,797.14	48.65%
795.28-30	Special Dept Supplies	\$ 67,500	\$ 18,525.09	\$ 48,974.91	27.44%
795.28-48	Ambulance Expense	\$ 100,000	\$ 47,857.01	\$ 52,142.99	47.86%
795.29-50	Trans & Travel	\$ 59,500	\$ 20,077.59	\$ 39,422.41	33.74%
795.30-00	Utilities	\$ 54,700	\$ 31,879.45	\$ 22,820.55	58.28%
795.38-00	Inventory Items	\$ 38,000	\$ 14,654.26	\$ 23,345.74	38.56%
795.42-10	Loans & Notes	\$ 142,931	\$ 142,930.39	\$ 0.61	100.00%
795.48-00	Taxes & Assessments	\$ 5,000	\$ 2,379.21	\$ 2,620.79	47.58%
795.61-60	Capital Assets-Bldgs	\$ 130,000	\$ 404.59	\$ 129,595.41	0.31%
795.62-71	Capital Assets-Off Equip	\$ -	\$ -	\$ -	
795.62-72	Capital Assets-Auto/Trucks	\$ 46,000	\$ -	\$ 46,000.00	0.00%
795.62-74	Capital Assets-Equipment	\$ 182,602	\$ 165,892.59	\$ 16,709.41	90.85%
795.62-76	Capital Assets-Fire Hose	\$ -	\$ -	\$ -	
795.62-79	Capital Assets-Prior Years	\$ -	\$ -	\$ -	
795.63-13	Const In Progress-Bldgs	\$ -	\$ -	\$ -	
795.90-91	Contingencies	\$ -	\$ -	\$ -	
Total Expenditures		\$ 5,415,042	\$ 2,805,623.39	\$ 2,609,418.61	51.81%

6/30/2020 Ending Op Cash Balance \$ 1,415,105.97

**Resolution transfers for Reserves
Decrease Reserve/Increase Cash:**

\$ 85,000.00	20/21 Budget Medical Svcs Reserve
\$ 104,931.00	RESO# 20-1001 engine loan payoff
\$ 36,564.00	RESO# 20-1201 QAF 1st & 2nd Qtr 2020

\$ 226,495.00 *Total transfers from Reserves*

Increase Reserves/Decrease Cash:

118,505.00	20/21 Budget Equip Reserve
100,000.00	20/21 Budget Bldg Reserve
\$ 10,957.00	19/20 3rd Qtr Int

\$ 229,462.00 *Total transfers to Reserves*

Plus: YTD Revenues	\$ 2,469,909.10
Less: YTD Expenditures	<u>\$ 2,805,623.39</u>
Operating Cash Balance (Fund Balance)	\$ 1,076,424.68

**Lake County Fire Protection District
CalCard December 2020**

Merchant Vendor Name	Invoice Number	Line Item Description	Account	Amount
Amazon.com	113-5527572-424661	Office Supplies	352-9552-795-22-70-A	38.01
Aramark Uniform Service	705135345	Laundry Nov 2020	352-9552-795-11-00-C	99.15
Aramark Uniform Service	705143638	Laundry Nov 2020	352-9552-795-11-00-C	99.15
Aramark Uniform Service	705151891	Laundry Nov 2020	352-9552-795-11-00-C	113.44
Aramark Uniform Service	705159918	Laundry Nov 2020	352-9552-795-11-00-C	82.48
AT&T		Phones Nov 2020 994-2531	352-9552-795-12-00-A	296.87
AT&T		Phones Nov 2020 994-9515	352-9552-795-12-00-A	306.84
AT&T		Phones Nov 2020 994-2170	352-9552-795-12-00-A	428.63
B & G Tires of Clearlake	46368	E7011	352-9552-795-17-00-B	925.25
Burton's Fire Inc.	S 50563	E7011	352-9552-795-17-00-B	113.36
Canon Financial Services	22235961	Copier lease - Jan 2021	352-9552-795-25-00-	431.86
Clearlake Waste Solutions		Garbage - Dec 2020	352-9552-795-14-00-A	280.42
CrewSense, LLC	0018679	Shift Scheduling - Dec 2020	352-9552-795-23-80-D	124.48
Eastlake Landfill		Sta 65 Dump run	352-9552-795-14-00-A	26.70
Eureka Oxygen Company	U177564	Medical Oxygen	352-9552-795-28-48-A	233.72
Eureka Oxygen Company	DM00819595	Medical Oxygen	352-9552-795-28-48-A	279.80
Four Corners True Value	519063	Plumbing	352-9552-795-18-00-A	42.93
Four Corners True Value	519084	Forklift Propane	352-9552-795-29-50-A	17.50
Four Corners True Value	519518	Conex box lock	352-9552-795-28-30-F	25.01
Four Corners True Value	519518	Hose Testing	352-9552-795-28-30-F	7.59
Four Corners True Value	519197	C700	352-9552-795-17-00-B	15.83
Galls	17214532-1	Body Armor - Peterson	352-9552-795-28-30-C	503.23
Hansel Auto Group	1206940	E6561	352-9552-795-17-00-B	60.71
Hansel Auto Group	CM1206940	E6561	352-9552-795-17-00-B	(49.57)
Highlands Water		Water - Nov 2020 # 7069	352-9552-795-30-00-B	326.80
Highlands Water		Water - Nov 2020 # 7115	352-9552-795-30-00-B	80.29
IBS of the Northbay	380044105	Medics	352-9552-795-17-00-B1	(120.00)
IBS of the Northbay	380044104	Medics	352-9552-795-17-00-B1	318.05
IBS of the Northbay	380044104	C700	352-9552-795-17-00-B	173.04
IBS of the Northbay	385566	Medics	352-9552-795-17-00-B1	698.91
Lake County Record Bee	0006540823-01	Ordinance No 2014-1202 Amend	352-9552-795-24-00-	73.73
Lake Parts Inc.	304-25181	R7011	352-9552-795-17-00-B1	23.19
Leader Emergency Vehicles	90518056	M7011	352-9552-795-17-00-B1	87.69
Life Assist Inc.	1050020	Medical Supplies	352-9552-795-28-48-A	1,237.81
Life Assist Inc.	1053406	Medical Supplies	352-9552-795-28-48-A	1,499.01
Life Assist Inc.	1053472	Medical Supplies	352-9552-795-28-48-A	10.85
LogMeln, Inc.	281523383	GoToMeetings - Dec 2020	352-9552-795-12-00-C	14.00
Mediacom		Sta 70 TV Dec 2020	352-9552-795-12-00-C	112.49
Mediacom		Sta 65 TV/Internet - Dec 2020	352-9552-795-12-00-C	170.07
Mendo Mill Ukiah	558662/3	E7011, E7021 Screwdrivers	352-9552-795-27-00-A	21.73
Mendo Mill Ukiah	558915/3	Sta 65 Water softener	352-9552-795-18-00-B	16.29
Northgate Garage Doors	27523	Sta 65 Garage Doors	352-9552-795-18-00-B	1,240.00
Otarius	3232	Decon Equipment	352-9552-795-14-00-C	499.97
Redwood Coast Fuels	1347831	Fuel	352-9552-795-29-50-A	830.76
Redwood Coast Fuels	2196044	Diesel	352-9552-795-29-50-A	2,102.65
Redwood Coast Fuels	2195576	Diesel	352-9552-795-29-50-A	182.78
Safeway, Inc.		LCFCA meeting	352-9552-795-29-50-B	27.83
Santa Rosa Uniform		2020 Uniform allot- Inman	352-9552-795-11-00-B	420.17
Santa Rosa Uniform	1413668	New hire - Sarris	352-9552-795-11-00-B	59.87
Staples Business Credit	7317470571-0-1	Cleaning supplies	352-9552-795-14-00-B	136.86
Staples Business Credit	7317472381-0-1	Office supplies	352-9552-795-22-70-A	36.96
Staples Business Credit	7317470571-1-1	Cleaning supplies	352-9552-795-14-00-B	(3.12)
Staples Business Credit	7318554712-0-1	Office supplies	352-9552-795-22-70-A	74.16
Thomson Reuters/Barclays	843536397	Public safety subscription	352-9552-795-24-00-	169.32
Traffic Safety System, LLC	29695	E7011	352-9552-795-17-00-B	131.50
USPS		Postage	352-9552-795-22-71-	55.00
Verizon	9867739618	Cell phones/Tablets - Dec 2020	352-9552-795-12-00-B	355.34
Verizon	9867739618	PCR Tablet screen protectors (4)	352-9552-795-38-00-C	130.46
Verizon	9867739618	Router Dec 2020	352-9552-795-12-00-C	40.01
Vista Print	4J7M5-66A84-5U1	Office Supplies	352-9552-795-22-70-A	27.98
Vista Print	4J7M5-66A84-5U1	Statement credit	352-9552-795-22-70-A	(5.78)

Walmart	Xmas Lights	352-9552-795-28-30-D	74.07
Walmart	Cleaning supplies	352-9552-795-14-00-B	16.83
Walmart	Medical Supplies	352-9552-795-28-48-A	<u>43.15</u>
		Total	15,894.11

LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE,
CALIFORNIA 95422
707-994-2170 PHONE 707-994-4861 FAX

Date: 2/24/2021

To: LCFPD Board of Directors

From: Chief Sapeta

Dear Board Members; items for today's meeting.

1. Update on recent calls for service (Fire & EMS).
2. Update on COVID-19 w/ RAPID & LAB testing capabilities. Additional items include COVID EOC, COVID Recovery, COVID Care & Shelter, COVID Working Group, OES Op Areas, current school operations and on-going vaccinations clinics last. Purple Tier status.
3. LCFCA meeting:
4. New E-7021 completion new-paint, LED Lights and compartment configuration, all items within the allotted \$375,000.00 project total.
5. LCFPD recruiting status.
6. EMSA approved Narcan Leave it behind program.
7. COVID Medical Surge meeting & plan facility and transport shortfalls.
8. Proposed large controlled vegetation burn at Anderson Marsh 2/20/2021.
9. Update on IFT/Priority One w/LCPH-AHC-SLH.
10. Update on Station 65.

Respectfully submitted,

Chief Sapeta

LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE,
CALIFORNIA 95422

707-994-2170 PHONE 707-994-4861 FAX

Date: 02/17/2021

To: LCFPD Board of Directors

From: Fire Marshal, Cory Smith

Dear Board Members; items for today's meeting.

1. State mandated inspections are going well and I'm getting good feedback from business owners. As of February, 10 inspections have been completed which includes all KEC schools. I'm currently working on hotels motels and apartment complexes.
2. Starbucks plan review has been completed which they are re-submitting us some revisions for Fire Department parking.
3. Our local City citation ordinance gives us the options to cite annually. I'm working on a program that will allow inspections to be conducted year around.

Respectfully submitted, Fire Marshal Cory Smith

Lake County Fire Protection District

RESOLUTION NO. 21-0201

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE COUNTY FIRE PROTECTION DISTRICT MAKING FINDINGS AND REQUESTING THE COUNTY OF LAKE TO IMPLEMENT FIRE MITIGATION FEES PURSUANT TO THE LAKE COUNTY FIRE MITIGATION FEE ORDINANCE

WHEREAS, The Lake County Fire Protection District (District) is anticipating that new development will occur within the District which will cause the need for the expansion of existing fire protection facilities and additional equipment, and

WHEREAS, the District does not have sufficient funds available to construct additional facilities and purchase additional equipment from fund balances, capital facility funds, property tax sources, fire suppression assessments, or any other appropriate sources necessitated by new development, and

WHEREAS, in order to protect the health and safety of the residents of the District, it is necessary to request the County of Lake to implement the Fire Mitigation Fee Ordinance with the District.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Lake County Fire Protection District hereby make the following findings:

- (1) The District does not have existing fire protection facilities and equipment which could be used to provide an adequate level of services to new development within the District's boundaries;
- (2) The District does not have sufficient funds available to construct additional facilities and purchase additional equipment from fund balances, capital facility funds, property tax sources, fire suppression assessments, or any other appropriate sources;
- (3) The lack of fire protection facilities and equipment to serve new development would create a situation perilous to public health and safety if fire mitigation fees are not levied within the District.

BE IT FURTHER RESOLVED that:

- (1) The District requests that the County of Lake collect up to 100% (\$1.00 per sq. ft.) of the fire mitigation fee (ceiling of \$1.00) for all buildings and covered areas required to have a permit. Upon application for building permits or other permits for development.
- (2) Mitigation fees paid pursuant to the Fire Mitigation Fee Ordinance shall only be used to expand the availability of capital facilities and equipment to serve new development.
- (3) The District shall place all funds received by the County under this Article, and all interest subsequently accrued by the District on these

funds, in a separate budget accounting category to be known as the “Lake County Fire Mitigation Fee”.

- (4) The District shall expend funds from said “Lake County Fire Mitigation Fee” budget accounting category only for those purposes of providing capital facilities and equipment to serve new development.
- (5) The District shall submit a Fire Mitigation Fee Annual Report no later than October 31 of each year to the County Clerk. Said report shall include, but not be limited to, the balance in the account at the end of the previous fiscal year, the fee revenue received, the amount and type of expenditures made, and the ending balance in the fund. In addition, the report shall specify the actions the District plans to take to alleviate the facility and equipment needs caused by new development in a capital fire facilities and equipment plan, adopted at a noticed public hearing. The District shall make available, upon request by the County Clerk, a copy of its annual audit report.
- (6) The District shall make its records available to the public on request which justify the basis for the fee amount.
- (7) The District shall hold the County harmless for any errors made by the County in collection or accounting for the fees for the District.
- (8) The District shall make findings, with respect to any portion of the fee remaining unexpended or uncommitted in its account, for five or more years after deposit of the fee, to identify the purpose to which the fee is to be put and to demonstrate a reasonable relationship between the fee and purpose to which it is charged. The District shall refund to the then current record owner or owners of the development project or projects, on a prorated basis, the unexpended or uncommitted portion of the fee and any interest accrued thereon, for which need cannot be demonstrated.

A certified copy of this Resolution shall be delivered to the Clerk of the Lake County Board of Supervisors.

ADOPTED by the Board of Directors of the Lake County Fire Protection District at a regular meeting held on February 24, 2021, by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

CHAIRPERSON OF THE BOARD

ATTEST:

Miasha Rivas
Clerk of the Board

Lake County Fire Protection District

RESOLUTION NO. 21-0202

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE COUNTY FIRE PROTECTION DISTRICT ADJUSTING ORDINANCE 2016-1001 COST PER BENEFIT UNIT FOR FY2021/22

WHEREAS, the Board of Directors of the Lake County Fire Protection District passed Ordinance 2016-1001 at a regularly scheduled meeting on October 26, 2016, repealing the Lakeshore Fire Protection District Ordinance No. 0197 and Lower Lake Fire Protection District Ordinance No. 96-97-2 and imposing a special tax increase for fire protection and prevention, rescue, emergency medical services and transportation, hazardous materials, and other services relating to the protection of lives and property, and equipment; and

WHEREAS, on March 7, 2017, the voters of the Lake County Fire Protection District, by two-thirds vote, upheld and approved Ordinance 2016-1001 which became effective with the 2017/2018 fiscal year; and

WHEREAS, Ordinance 2016-1001 provides for the Lake County Fire Protection District to increase the cost per benefit unit amount annually for the coming fiscal year based upon the change in the consumer price index, provided that if at any time the consumer price index resulted in anything less than zero, the special tax rate would remain at the previous year's rate.

NOW THEREFORE, BE IT RESOLVED, that the US Department of Labor Bureau of Labor Statistics' Consumer Price Index from January-December 2020 reflects a 1.4% increase.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Lake County Fire Protection District increases the cost per benefit unit to \$4.33.

THIS RESOLUTION WAS PASSED AND ADOPTED by the Board of Directors of the Lake County Fire Protection District at a regular meeting held on February 24, 2021, by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

CHAIRPERSON OF THE BOARD

ATTEST:

**Miasha Rivas
Clerk of the Board**

2020/2021 Benefit amount	4.27
2020 CPI Increase	1.4%
CPI Increase amount	0.06
2021/2022 Benefit amount	4.33

All Land Uses

Vacant (1 acre or less)	10	43.30
Vacant (1.01-5 acres)	11	47.63
Vacant (5.01-10 acres)	12	51.96
Vacant (10.01-50 acres)	13	56.29
Vacant (50.01+ acres)	14	60.62

Residential/Agricultural:

Single Family Dwelling	30	129.90
Single parcel with multi-dwellings	10 per additional dwelling in addition to base charge	43.30
Duplex	40	173.20
Triplex	45	194.85
Multi-Family or Apts	45 plus 5 unit per living unit or apt over 3	194.85
Mobile Home (not in a park)	30	129.90
Convalescent & Rest Homes	70	303.10

Commercial/Industrial (includes hotels & motels)

Building(s) 0-999 Sq. Ft.	50	216.50
Building(s) 1,000-4,999 Sq. Ft.	75	324.75
Building(s) 5,000-9,999 Sq. Ft.	100	433.00
Building(s) 10,000+ Sq. Ft.	150	649.50
Multiple business in a building	25 per business in addition to base charge	108.25
Hotel/Motel	30 plus 5 units per room	129.90
Mobile home park	75 plus 5 units per space (occupied or vacant)	324.75

Institutional

Building(s) 0-999 Sq. Ft.	50	216.50
Building(s) 1,000-4,999 Sq. Ft.	75	324.75
Building(s) 5,000-9,999 Sq. Ft.	100	433.00
Building(s) 10,000+ Sq. Ft.	150	649.50

Lake County Fire Protection District

RESOLUTION NO. 21-0203

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE COUNTY FIRE PROTECTION DISTRICT CANCELING RESERVES FOR PARTICIPATION IN THE STATE INTERGOVERNMENTAL TRANSFER PROGRAM

WHEREAS, Government Code 29130 provides that canceling reserves may be available for specific appropriation by four-fifths vote of the Board at a duly noticed public hearing held as part of any regular or special meeting of which all members have had reasonable notice, and

WHEREAS, the Lake County Fire Protection District has reserves designated for “Medical Services & Equip” in the amount of \$1,989,360, and

WHEREAS, the Lake County Fire Protection District recognizes the need to appropriate funds from “Medical Services & Equip” to participate in the State Intergovernmental Transfer Program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Lake County Fire Protection District hereby directs the County Auditor-Controller to cancel reserves in the amount of \$532,315 and appropriate funds for the State Intergovernmental Transfer Program according to the following:

From:	Fund# 352-0000-392.25-00	\$532,315
To:	Fund# 352-9552-795.28-48b	\$532,315

ADOPTED by the Board of Directors of the Lake County Fire Protection District at a regular meeting held on February 24, 2021, by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

CHAIRPERSON OF THE BOARD

ATTEST:

Miasha Rivas
Clerk of the Board