

# LAKE COUNTY FIRE PROTECTION DISTRICT

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

## Board of Directors Regular Meeting

April 28, 2021

Located at Lake County Volunteer Firefighter's Assn building  
14815 Olympic Drive  
Clearlake, CA 95422

Director Loustalot called the meeting to order at 1600 hours.

Directors present: Director Fults, Director Loustalot, Director Moore, Director Watson, Chairperson Snyder (Via GoToMeetings, left meeting at 1822).

Employees present: Fire Chief Sapeta, Fire Marshal Smith, Financial Analyst Rivas, Finance Assistant Franklin, Captain Deakins, Captain Inman, Associate Volunteer Clanton.

Others present: Bruno Sabatier (via GoToMeetings), Mario Ballard.

### **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 March 24, 2021 regular meeting. Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to approve the warrant register and pay the bills for March 2021. Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1

### **Chief's Report:**

- Fire Chief Sapeta provided an update on the recent calls for service which have been increasing. There have been more multi-casualty incidents. In the last 6 months countywide, there have been about 12 fatal accidents. The Captains and the Chaplain have been talking with the crews and monitoring their mental health.
- Fire Chief Sapeta provided an update on COVID-19. In 2 to 4 weeks, the drive throughs will be transitioning into appointments at designated facilities. A large percentage of people are not getting their second doses.

- Fire Chief Sapeta provided an update on the LCFCA meeting. They got to meet Lakeport Fire Chief, Jeff Thomas. They will meet with the area coordinators for Yolo, Mendocino and Colusa counties to talk about repositioning during fire season.
- Fire Chief Sapeta reported that he and Financial Analyst Rivas will be reviewing the EMS JPA Op Plan and Bylaws.
- Fire Chief Sapeta reported that the new Engine 7021 should be delivered the 1<sup>st</sup> week of May.
- Fire Chief Sapeta reported that the new Fire Chief truck has arrived, but they are waiting on backordered items before it can be put into service.
- Fire Chief Sapeta provided an update on the current recruiting status. For the first time in a long time the District is fully staffed. Firefighter Handa, Firefighter Dobkins, Firefighter Felter and Firefighter Munos are all new but inexperienced and don't have any practical fire application.
- Fire Chief Sapeta reported that there are fuel reduction projects for the areas around Safeway, Walmart, The Chatman tract, and Dam road. The area behind Safeway is going to be a new soccer and baseball field. They cleaned up about 8 to 10 acres by Walmart, and the area by Dam Rd is slowly getting cleaned up.
- Fire Chief Sapeta provided an update on the IFT/Priority One program. The current criteria is that the sending physician can make the request, but the EMS Duty Chief has to validate and approve it, and the patient has to be symptomatic.
- Fire Chief Sapeta provided an update on the Station 65 office remodel. The new floors and furniture look phenomenal.
- Fire Chief Sapeta provided an update on Goat Mountain. They are preparing for the new vault. The radio equipment won't go in until after fire season. It has been in the works for over 8 years.

#### **Fire Marshal's Report:**

- Fire Marshal Smith provided an update on the vegetation abatement program. They have decided, as a group, to target the Clearlake Avenues also known as Chatman tract as a priority. As of April, they have sent out more than 30 Notice to Abate letters to non-complaint homeowners. He hopes for 500 inspections this summer.
- Fire Marshal Smith reported that he has been working with the County on unpermitted building sites. The County's new cannabis code enforcement team are able to make mitigations within 2 weeks for illegal grow sites. After meeting with the County's Fire Marshal, they will be looking at options to cite the unincorporated areas.
- Fire Marshal Smith reported that the annual inspections for the apartment complexes are going good and almost complete. About 75 percent of the apartment complexes haven't kept up with their fire alarm and sprinkler inspections. They have 30 days to correct the violations.
- Fire Marshal Smith reported that there has been a 500% increase in revenue from last fiscal year.

#### **Chaplain's Report:**

- None.

#### **Volunteer Association Input and Comments:**

- Associate Volunteer Clanton reported that the Association is back to normal meetings. They have 1 new member to vote on next month.

#### **Employee Input and Comments:**

- Captain Deakins read his retirement letter and asked permission from the Board to use the concrete patio for his retirement party.
- Director Watson made a motion to allow Captain Deakins to use the concrete patio for his retirement party.  
Director Loustalot seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1

**Communications:**

- None.

**Closed Session:**

- The Board convened into closed session at 1631 hours.
- The Board reconvened from closed session at 1659 hours.
- As per Government Code Sec. 54957, the Board of Directors met in closed session for Public Employee Performance Evaluation. Title: Paramedic. No action was taken.
- As per Government Code Sec. 54957, the Board of Directors met in closed session for the Public Employee Performance Evaluation. Title: Fire Chief. No action taken

**AD HOC Committee Reports:**

- Staff Turnover Analysis – None.
- Safety MOU Amendment – Director Watson reported that she sent an email to the Union and has received no response. Captain Deakins replied that the Union hasn't had meetings due to COVID. Meetings should resume in May.
- 2021/2022 Budget Committee – Director Watson reported that they are preparing to meet.

**Old Business:**

- Discussion regarding outside bank accounts – Financial Analyst Rivas reported that she has reached out to a few banks and Redwood Credit Union is looking like the better option. She is still waiting for some more data and will have more information next meeting.
- Discussion regarding Direct Charges – The contract for NBS is in the regular agenda. NBS suggested breaking up the commercial/industrial and residential/agricultural Direct Charges because there are so many parcels and Direct Charges are due in August. NBS suggested we focus on commercial and industrial for this August because that's where we are lacking the most revenue from. In the fall they will work on the residential and agricultural for August 2022. The NBS cost to analyze each parcel is \$12,500 for commercial/industrial and \$12,500 for residential/agricultural. They also want another \$12,500 for compiling their data and submitting it to the Auditor.
- Use of the Association Room for Board Meetings – Per minutes from the Association meeting in December, they voted to allow the Board to use the Association room for monthly meetings without having to ask for permission.
- Brown Act refresher – Financial Analyst Rivas reported that she attempted to reach out to County Counsel Anita Grant with no response. The Board will meet with Jones & Mayer when they have availability.

## Regular Agenda Items:

- Director Watson made a motion to consider and adopt Resolution 21-0401 Appropriating Reserves/Designations for the Ground Emergency Medical Transport Quality Assurance Fees for 3<sup>rd</sup> and 4<sup>th</sup> Quarter 2020 in the amount of \$36,693.  
Director Fults seconded the motion.  
Motion passed by roll call vote.  
Ayes: Fults, Loustalot, Moore, Watson, Snyder  
Noes: None  
Absent: Dean  
Abstain: None
- Director Watson made a motion to consider and award Bid 20/21-01 for Station 70 Apparatus Bay repairs to Bridges Construction in the amount of \$64,705.56.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to consider and approve NBS contract for direct charges assessments for FY 2021/22 in the amount of \$12,500 with the recommendations from Financial Analyst Rivas.  
Director Fults seconded the motion.  
Director Watson  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt revisions to Lexipol Policy 212 Travel Policy with corrections.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt the new Lexipol Policy 214 Purchasing Policy which will replace the Purchasing Policy adopted in 2008.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt the new Lexipol Policy 215 Capital Asset Accounting and Inventory Control which will replace the Fixed Asset Accounting Policy adopted in 2008.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt the new Lexipol Policy 216 CalCard Purchasing which will replace the CalCard Purchasing Policy adopted in 2008.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0

Absent: 1

- Director Watson made a motion to review and adopt revisions to Lexipol Policy 900 Illness and Injury Prevention Program with corrections.  
Director Moore seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt the new Lexipol Policy 922 Roadway Incident Safety.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt revisions to Lexipol Policy 1000 Recruitment and Selection.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt revisions to Lexipol Policy 1001 Performance Evaluations.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt revisions to Lexipol Policy 1002 Promotions and Transfers.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt revisions to Lexipol Policy 1012 Discriminatory Harassment.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt revisions to Lexipol Policy 1013 Conduct and Behavior.  
Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to review and adopt revisions to Lexipol Policy 1022 Workplace Violence with corrections.

Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1

- Director Fults made a motion to review and adopt revisions to Lexipol Policy 1026 Personal Appearance Standards.  
Director Watson seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 1
- Director Watson made a motion to consider and appoint vacant Board of Directors seat to Mario Ballard.  
Director Fults seconded the motion.  
Motion passed by roll call vote.  
Ayes: Fults, Loustalot, Moore, Watson, Snyder  
Noes: None  
Absent: Dean  
Abstain: None
- Chairperson Snyder delivered the Oath of Office to Director Ballard.

**New Business:**

- Director Fults made a motion to increase Board of Directors meeting compensation to \$10.00 per Director per month.  
Director Moore seconded the motion.  
Motion passed.  
Ayes: 4  
Noes: 0  
Absent: 2


**Good of the Order:**

- Director Watson thanked Captain Deakins for encouraging her to be on the board. She thanks Captain Deakins and Captain Inman for training her. Director Watson thanked the crew for all their hard work and wants them to know they are appreciated.

**Adjournment:**

- The regular meeting of the Board of Directors adjourned at 1826 hours.

**Attest:**

  
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Miasha Rivas, Clerk of the Board

**Lake County Fire Protection District  
Check Register  
For the Period From April 1, 2021 to April 30, 2021**

Check#	Vendor	Description	Account	Amount
18383	ADP	Payroll Processing 3/1-3/31/2021	352-9552-795-23-80-C	350.40
18384	Community First National Bank	2021 Loan Payment	352-9552-795-42-10-	43,328.98
18385	Ford Denman	OPEB - April 2021	352-9552-795-03-45-B	300.00
18386	Gary Buchholz	Backgrounds - Handa	352-9552-795-23-80-A	212.50
18386	Gary Buchholz	Backgrounds - Munoz	352-9552-795-23-80-A	185.00
18387	James McMurray	OPEB - April 2021	352-9552-795-03-45-B	300.00
18388	Jesse Abrao	Exp Reimb-Sta 65 Office Remodel	352-9552-795-61-60-B	364.95
18389	Lake County Fire Protection Dist	CalPERS Employer 04/01-04/15/2021	352-9552-795-02-22-	40,000.00
18389	Lake County Fire Protection Dist	CalPERS Employee 04/01-04/15/2021	352-9552-795-02-23-	7,000.00
18389	Lake County Fire Protection Dist	Payroll 04/01-04/15/2021	352-9552-795-09-00-	75,000.00
18390	Lake County Vol Firefighters Assn	2021 Uniform Allotment - Peterson	352-9552-795-11-00-B	85.00
18390	Lake County Vol Firefighters Assn	Call money - March 2021	352-9552-795-28-30-A	370.00
18391	Lower Lake County Water	Water - March 2021 33350-0002	352-9552-795-30-00-B	128.10
18391	Lower Lake County Water	Water - March 2021 61300-0007	352-9552-795-30-00-B	126.72
18392	Nationwide Retirement	Deferred comp 04/01-04/15/2021	352-9552-795-02-28-	2,370.00
18393	Teleflex Funding LLC	Medical supplies	352-9552-795-28-48-A	1,211.75
18393	Teleflex Funding LLC	Medical supplies	352-9552-795-28-48-A	334.66
18394	The Carpet Man	Sta 65 living quarters flooring	352-9552-795-18-00-B	928.73
18395	US Bank Corp	See Attached Breakdown	Various	42,471.20

**Total 4/12/2021 215,067.99**

18396	Administrative Solut	Medical admin fees - April 2021	352-9552-795-03-30-	812.50
18397	AFLAC	Insurance - April 2021	352-9552-795-03-30-	425.82
18398	Anthem Blue Cross	Medical - May 2021	352-9552-795-03-30-	24,692.12
18398	Anthem Blue Cross	OPEB Medical May 2021 - Diener	352-9552-795-03-45-B	780.60
18398	Anthem Blue Cross	OPEB Medical May 2021 - Murch	352-9552-795-03-45-B	869.32
18398	Anthem Blue Cross	OPEB Medical May 2021 - Trask	352-9552-795-03-45-B	1,201.48
18399	VOID	VOID	VOID	0.00
18400	Corning Ford Inc	2021 Ford F250 - C700	352-9552-795-62-72-	41,075.43
18401	Department of Justic	Livescans - Handa	352-9552-795-23-80-A	49.00
18402	FASIS	Workers comp - 4th Qtr 2020/21	352-9552-795-04-00-	49,342.00
18403	FDAC EBA	Dental/Vision/Life - May 2021	352-9552-795-03-30-	5,120.12
18403	FDAC EBA	OPEB Dental/Vision/Life May 2021 -	352-9552-795-03-45-B	90.33
18403	FDAC EBA	OPEB Dental/Vision/Life May 2021 -	352-9552-795-03-45-B	90.33
18403	FDAC EBA	OPEB Dental/Vision/Life May 2021 -	352-9552-795-03-45-B	90.33
18404	HSI, Inc.	Ambulance Billing - March 2021	352-9552-795-23-80-H	6,804.00
18404	HSI, Inc.	GEMT QAF Q2 2020	352-9552-795-23-80-H	-348.00
18405	Jacob Fujikawa	Expense reimb - 2021 uniform allot	352-9552-795-11-00-B	237.11
18406	Jones & Mayer	Legal services - March 2021	352-9552-795-23-80-A	822.50
18407	Lake County Fire Pro	CalPERS Employer 04/16-04/30/2021	352-9552-795-02-22-	14,000.00
18407	Lake County Fire Pro	CalPERS Employee 04/16-04/30/2021	352-9552-795-02-23-	7,000.00
18407	Lake County Fire Pro	Payroll 04/16-04/30/2021	352-9552-795-09-00-	75,000.00
18408	Lake County Prof Fir	Union Dues April 2021	352-9552-795-01-11-	850.00
18409	Lake County Special	Sewer 4/16-6/15/2021	352-9552-795-30-00-D	581.90
18410	Laurie Cowden	Ambulance Revenue Refund	352-9552-465-68-60-	273.68
18411	Lower Lake County Wa	Direct Charges 2nd Install 20/21	352-9552-795-48-00-	68.05
18412	Nationwide Retirement	Deferred comp 04/16-04/30/2021	352-9552-795-02-28-	2,370.00
18413	Occu-Med, Ltd.	Annual Physicals - Volunteers	352-9552-795-23-80-B	4,138.85
18414	Pacific Gas and Elec	Electric -Feb/March 2021 3611742193	352-9552-795-30-00-A	5,266.99
18415	Parallon Revenue Cyc	Ambulance Billing Coll - March 2021	352-9552-795-23-80-H	44.00
18416	Predator Pest & Weed	Rodents - April 2021	352-9552-795-18-00-A	95.00
18417	CA Dept of Tax & Fee	Diesel Tax - Jan-March 2021	352-9552-795-48-00-	1,110.00

**Total 4/27/2021 242,953.46**

**Journals**

JE48414	Kelseyville Fire	CalFire Dispatch 2nd Qtr 20/21	352-9552-795-12-00D	49,905.47
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**Total 4/30/2021 49,905.47**

**Total April 2021 507,926.92**

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

AS OF: 4/30/2021

Account	Description	Budget	YTD	Budget Bal	% to Budget
<b>Revenues</b>					
411.10-10	CS Prop Tax	\$ 1,000,000	\$ 892,508.23	\$ 107,491.77	89.25%
411.10-20	CU Prop Tax	\$ 25,000	\$ 24,459.77	\$ 540.23	97.84%
411.10-25	Curr Supp Prop Tax	\$ 2,000	\$ 4,397.31	\$ (2,397.31)	219.87%
411.10-35	Prior Supp Prop Tax	\$ 2,000	\$ 4,172.63	\$ (2,172.63)	208.63%
411.10-40	DU Prop Tax	\$ 500	\$ 4,415.31	\$ (3,915.31)	883.06%
422.21-60	Permits	\$ 15,000	\$ 51,818.81	\$ (36,818.81)	345.46%
431.31-95	Fines, Fees, Forfeit	\$ 35,000	\$ 61,782.36	\$ (26,782.36)	176.52%
441.42-01	Interest	\$ 45,000	\$ 15,312.06	\$ 29,687.94	34.03%
442.42-10	Rents & Concessions	\$ 2,801	\$ 2,501.00	\$ 300.00	89.29%
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	\$ 161,218.86	\$ 88,383.14	64.59%
461.66-15	Chrgs for Svs Mitigation Fee	\$ -	\$ -	\$ -	
465.68-60	Institutional Care & Svcs	\$ 1,100,000	\$ 987,181.31	\$ 112,818.69	89.74%
466.69-29	Other Curr Fire Svcs	\$ 1,350,000	\$ 1,214,143.12	\$ 135,856.88	89.94%
491.79-60	Sale of Fixed Asset	\$ 50,000	\$ 50,000.00	\$ -	100.00%
492.79-90	Other Misc	\$ 25,000	\$ 6,273.88	\$ 18,726.12	25.10%
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)	114.60%
502.81-22	Op Trans In	\$ 53,000	\$ 53,000.00	\$ -	100.00%
<b>Total Revenues</b>		<b>\$ 4,002,903</b>	<b>\$ 3,632,917.11</b>	<b>\$ 369,985.89</b>	<b>90.76%</b>

Account	Description	Budget	YTD	Budget Bal	% to Budget
<b>Expenditures</b>					
795.01-11	Salaries & Wages - Perm	\$ 1,666,567	\$ 1,167,270.21	\$ 499,296.79	70.04%
795.01-12	Salaries & Wages - EH	\$ 66,671	\$ 37,261.00	\$ 29,410.00	55.89%
795.01-13	Salaries & Wages - OT	\$ 345,000	\$ 298,254.63	\$ 46,745.37	86.45%
795.01-14	Salaries & Wages - Sev/PO	\$ 75,000	\$ 61,498.39	\$ 13,501.61	82.00%
795.02-21	FICA	\$ 65,769	\$ 25,065.53	\$ 40,703.47	38.11%
795.02-22	PERS-Employer Pd	\$ 620,780	\$ 511,588.80	\$ 109,191.20	82.41%
795.02-23	PERS-Emplyr PD Member	\$ 96,565	\$ 75,322.94	\$ 21,242.06	78.00%
795.02-28	Deferred Compensation	\$ 4,000	\$ -	\$ 4,000.00	0.00%
795.03-30	Health Insurance	\$ 480,000	\$ 305,750.78	\$ 174,249.22	63.70%
795.03-31	Unemployment Ins	\$ 30,698	\$ 6,269.58	\$ 24,428.42	20.42%
795.03-32	Health Insurance Opt Out	\$ 30,000	\$ 7,394.04	\$ 22,605.96	24.65%
795.03-45	Retiree OPEB	\$ 110,000	\$ 33,423.47	\$ 76,576.53	30.38%
795.04-00	Worker's Comp	\$ 212,366	\$ 197,368.00	\$ 14,998.00	92.94%
795.09-00	Payroll Clearing	\$ -	\$ 79,135.31	\$ (79,135.31)	
795.11-00	Clothing	\$ 63,000	\$ 39,986.79	\$ 23,013.21	63.47%
795.12-00	Communications	\$ 248,600	\$ 168,059.52	\$ 80,540.48	67.60%
795.14-00	Household Supplies	\$ 8,000	\$ 5,747.42	\$ 2,252.58	71.84%
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	\$ 27,430.00	\$ 2,570.00	91.43%
795.17-00	Equip Maintenance	\$ 85,000	\$ 41,140.56	\$ 43,859.44	48.40%
795.18-00	Bldg Maintenance	\$ 70,000	\$ 67,215.92	\$ 2,784.08	96.02%
795.20-00	Memberships	\$ 6,000	\$ 3,095.00	\$ 2,905.00	51.58%



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

Account	Description	Budget	YTD	Budget Bal	% to Budget
795.22-70	Office Supplies	\$ 7,500	\$ 4,249.58	\$ 3,250.42	56.66%
795.22-71	Postage	\$ 1,500	\$ 982.03	\$ 517.97	65.47%
795.22-72	Books & Periodicals	\$ 3,000	\$ 1,763.08	\$ 1,236.92	58.77%
795.23-80	Professional Svcs	\$ 204,464	\$ 183,009.02	\$ 21,454.98	89.51%
795.24-00	Pub & Legal Notices	\$ 1,500	\$ 1,019.79	\$ 480.21	67.99%
<b>Expenditures Continued</b>					
795.25-00	Rents & Leases - Equip	\$ 4,800	\$ 3,580.36	\$ 1,219.64	74.59%
795.27-00	Small Tools	\$ 3,500	\$ 1,702.86	\$ 1,797.14	48.65%
795.28-30	Special Dept Supplies	\$ 67,500	\$ 19,918.86	\$ 47,581.14	29.51%
795.28-48	Ambulance Expense	\$ 632,315	\$ 603,075.06	\$ 29,239.94	95.38%
795.29-50	Trans & Travel	\$ 59,500	\$ 31,561.30	\$ 27,938.70	53.04%
795.30-00	Utilities	\$ 54,700	\$ 46,244.31	\$ 8,455.69	84.54%
795.38-00	Inventory Items	\$ 38,000	\$ 14,654.26	\$ 23,345.74	38.56%
795.42-10	Loans & Notes	\$ 186,260	\$ 186,259.37	\$ 0.63	100.00%
795.48-00	Taxes & Assessments	\$ 5,000	\$ 4,664.27	\$ 335.73	93.29%
795.61-60	Capital Assets-Bldgs	\$ 130,000	\$ 24,050.17	\$ 105,949.83	18.50%
795.62-71	Capital Assets-Off Equip	\$ -	\$ -	\$ -	0.00%
795.62-72	Capital Assets-Auto/Trucks	\$ 46,000	\$ 41,075.43	\$ 4,924.57	89.29%
795.62-74	Capital Assets-Equipment	\$ 182,602	\$ 165,892.59	\$ 16,709.41	90.85%
795.62-76	Capital Assets-Fire Hose	\$ -	\$ -	\$ -	0.00%
795.62-79	Capital Assets-Prior Years	\$ -	\$ -	\$ -	0.00%
795.63-13	Const In Progress-Bldgs	\$ -	\$ -	\$ -	0.00%
795.90-91	Contingencies	\$ -	\$ -	\$ -	0.00%
<b>Total Expenditures</b>		<b>\$ 5,947,357</b>	<b>\$ 4,494,946.23</b>	<b>\$ 1,452,410.77</b>	<b>75.58%</b>

**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
\$ 532,315.00	RESO# 21-0203 19/20 IGT contribution

\$ 758,810.00 *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	\$ 3,632,917.11
Less: YTD Expenditures	<u>\$ 4,494,946.23</u>
<b>Operating Cash Balance (Fund Balance)</b>	<b>\$ 1,082,424.85</b>

# **LAKE COUNTY FIRE PROTECTION DISTRICT**

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

Date: 5/26/2021

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 Engine status.
5. LCFPD recruiting status.
6. Safeway, Wal Mart, Chatman, and Dam Road Fuel Reduction Projects.
7. Update on IFT/Priority One w/LCPH- AHC-SLH.
8. Update on Station 65.
9. Goat Mountain Project.

Respectfully submitted,

Chief Sapeta

# LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE,  
CALIFORNIA 95422

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

Date: 05/21/2021

To: LCFPD Board of Directors

From: Fire Marshal, Cory Smith

Dear Board Members; items for today's meeting.

1. Community members that were in weed abatement violations that have not mitigated their yard will be receiving 2<sup>nd</sup> notice.
2. Our 50-acre fire on Chimney rock road will be investigated by LCSO with Code Enforcement. While on the fire I noticed unpermitted hoop houses with electrical violations that now is turned over to Code Enforcement.
3. Illegal cannabis operations are being investigated by LCSO county wide. They are updated with my concerns in within our response area to inspect.

Respectfully submitted, Fire Marshal Cory Smith

# *Lake County Fire Protection District*

## **RESOLUTION NO. 21-0501**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE COUNTY FIRE PROTECTION DISTRICT ESTABLISHING THE 2021-2022 APPROPRIATIONS LIMIT**

**WHEREAS**, Article XIII B of the California State Constitution restricts government spending of Proceeds of Tax Revenue by establishing limits on the annual Appropriations of Local Agencies, and;

**WHEREAS**, Section 7910 of Government Code requires the Governing Body of each local jurisdiction to establish an Appropriations Limit each year by Resolution, and;

**WHEREAS**, the population and cost of living permits a 1.0561% increase for the Lake County Fire Protection District, and;

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors of the Lake County Fire Protection District, pursuant to Article XIII B of the State Constitution, establishes the 2021-2022 Appropriations Limit for the Lake County Fire Protection District at \$2,527,107.

**THIS RESOLUTION WAS PASSED AND ADOPTED** by the Board of Directors of the Lake County Fire Protection District at a regular meeting held on May 26, 2021 by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

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**CHAIRPERSON OF THE BOARD**

**ATTEST:**

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**Miasha Rivas**  
**Clerk of the Board**



## Lake County Firefighter's Association

Post Office Box 203  
Clearlake, California 95422

5/5/2021

Dear Chief Sapeta,

The Lake County Volunteer Firefighters Association has been looking for fundraiser opportunities however due to COVID it has been difficult. It was brought to our attention that the Lake County Fire Protection District bought a package of equipment and possibly has a surplus Generator that is not being utilized. The Lake County Volunteers Firefighters Association was discussing the possibility of doing a fundraiser raffle and thought a generator would be an excellent prize due to all of the PSPS events in our area. The LCVFA would like to request purchasing the surplus generator so it could be raffled off as the prize. Feel free to contact us with any questions.

Thank you,

A handwritten signature in blue ink that appears to read "Marc Hill".

Marc Hill

Secretary LCVFA

# Lake County Fire Protection District

14815 Olympic Drive, Clearlake, California 95422  
707-994-2170 phone 707-994-4861 fax

5/10/2021

Dear Chief Sapeta,

Last year the district purchased a bundle of new power equipment. The bundle included a pressure washer, portable air compressor, portable water pump, and 2 9k dual fuel generators. We have a use for all the equipment except for the 2 generators. I feel it is a good idea to keep at least one of the generators in the district's possession if the need for one arises. However, I don't feel we need to keep and store both of them. It is my understanding that the LCVFA has requested a donation or surplusing 1 of the generators to conduct a fundraiser. I feel this is a great idea, and hope the district will strongly consider surplusing a generator to the LCVFA at a reasonable price. I believe the districts cost of the generator was roughly \$500.

Respectively submitted,

Kyle Shields, Fleet Manager LCFPD