



NEWCASTLE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Lawrence Bettencourt, Jonita Elder, Robin Enos, William Kahrl, Eric Sprouse, Chief Kirk Kushen

NOTICE OF A REGULAR MEETING AND AGENDA

May 15, 2019 @ 6:00 p.m.

Location: 645 Kentucky Greens Way, Newcastle CA 95658

1. **CALL MEETING TO ORDER:** Pledge of Allegiance
2. **APPROVAL OF AGENDA:**
3. **APPROVAL OF MINUTES:**
 - (A) April 17, 2019 Regular Meeting
4. **BILL APPROVAL AND FINANCIAL REPORT:**
 - (A) Monthly Expense Report and Financial update: April 2019
5. **CORRESPONDENCE:**
6. **PUBLIC COMMENT:** (The Newcastle Fire Protection District Board of Directors has provided this period for members of the public to address the Board on items of interest to the public and which are applicable to the district. No action may be taken on any matter, which is not already on the agenda for consideration. Public comment will be limited to three (3) minutes per person, unless specifically authorized otherwise by the Chair).
7. **FIRE CHIEF KIRK KUSHEN'S REPORT:**
8. **NEWCASTLE PROFESSIONAL FIREFIGHTER'S ASSOCIATION REPORT:**
9. **BOARD COMMITTEE REPORTS:**
 - (A) Building Committee: New Fire station update.
 - (B) Personnel Committee: Negotiations with the Newcastle Professional Firefighters Association.
10. **INFORMATIONAL / NON-ACTION ITEMS:**
 - (A) Update on Lexipol's policies and procedures
 - (B) Discussion and give direction on the Preliminary Budget for Fiscal Year 2019-2020
11. **ACTION ITEMS:**
 - (A) Personnel promotion: Engineer Shanon Shaw badge pinning presentation
 - (B) Consider and appoint 2 Board representatives for the administrative contract negotiations.
12. **DIRECTORS REPORTS:**
13. **MEETING ADJOURNED:**

Next Board meeting: Wednesday, June 19, 2019

Location: 645 Kentucky Greens Way, Newcastle CA 95658

Newcastle Fire Protection District is committed to accommodate individuals with disabilities to participate in the public meeting process. If you have a special need to attend or participate in our public meetings, please contact our office at (916) 663-3323, in advance of the regular meeting so that we may make every reasonable effort to accommodate you.

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
Wednesday, April 17 2019
461 Main St.
Newcastle, CA 95658

1. Call Meeting to Order

- a. Vice Chairman Elder called the meeting to order at 6:04 p.m.
- b. Director Enos led the Flag Salute.
- c. Elder, Kahrl and Enos were present. Bettencourt and Sprouse were absent.
- d. Chief Kushen was in attendance.

2. Approval of Agenda

- a. Director Enos made a motion to approve the agenda as presented. VC Elder seconds the motion. Motion carries.

3. Approval of Minutes

- i. Secretary Kahrl made a motion to approve the minutes of the March 20th regular meeting as presented. Director Enos seconds the motion. Motion carries.

4. Bill Approval and Financial Report

- a. Chief Kushen reported the following:
 - i. General revenues are consistent with the budget.
 - ii. Development Fees:
 - 1) 2 new home starts
 - 2) 6 additions
 - 3) 7 garages
 - 4) 2 commercial buildings
 - iii. Expenses:
 - 1) Over budget in equipment and apparatus maintenance.
 - 2) Slightly over in Special District expense but don't foresee going over budget.
 - 3) Utilities are slightly over.
 - 4) Salaries are over due to strike team/cover assignments and coverage for sick/vacation time.
 - 5) Any accounts over budget should be offset by revenues from strike teams and cover assignments.

5. Correspondence

- i. Secretary Kahrl reported that he received an email from Dane Wadle who is the CSDA Field Coordinator for Placer County. Her email requested to discuss the possibility of NFPD supporting ACA 1. ACA 1 is a proposed amendment to the States constitution that would allow fire districts to pass special taxes with a 55% voter threshold vs. the current 66.7% voter threshold.
 - 1) There was open discussion between the Board and audience about this. Secretary Kahrl, Chairman Elder and Director Enos all indicated that they would not be in favor of supporting ACA 1.

6. Public Comment

- a. None

7. Fire Chief's Report

- a. Calls total for March = 40
- b. Engineer Kolster has resigned, his last day was 4/15/2019.
- c. E41 is ready to go, it just needs brakes.
- d. Old E41 is permanently out of service. It has been stripped and will be taken to a dismantler soon. The money from the dismantler will be used to offset the cost of radio installations, magnetic door emblems and other expenses related to putting the Rio Vista engine in service.
- e. We currently have 6 sets of structural turnouts that were purchased in 2017 and are assigned to our frontline personnel. We have 20 sets of older turnouts expiring 2021.
- f. With the continued health issues related to FF cancer exposures from both incident contaminated turnouts and deteriorated liners, it is imperative that we develop a plan to begin replacing our older turnouts. We should have a second set for our permanent employees and we must have spares for our Volunteers and Interns. We need to develop a plan to purchase at least 12 additional sets within the next two years at approximately \$2K per set.
- g. We have applied for a PPE grant through CSFA for combination Career/Volunteer departments.
- h. We were not selected to receive the "Ready Set Go" grant we applied for. This would have helped with hazardous fuels reduction projects.
- i. The Central Valley Regional Water Quality Control Board approved the Notice of Termination and the WDID number is terminated. NFPD no longer monitor the new station site for erosion/runoff.
- j. Fire Marshal Brothers has developed a new form for Defensible Space Inspections. It will be distributed to station personnel with a carbon copy duplicate to hand to the customer following the inspection.
- k. The new County Hazardous Reduction/Abatement Ordinance will be completed by the end of the month. We will be developing additional district specific ordinances to address any local hazards.
- l. Commercial business inspections are now ready for tracking and will be submitted monthly through Fire Recovery for reimbursement of costs for providing the services.
- m. We have almost completed the development of the new multi district Fire Prevention Plan based on OSHA CFR 1910.39.

8. Newcastle Professional Firefighter's Association

- a. Engineer McCoy Reported:
 - i. Shirts are for sale.
 - ii. Pint glasses are for sale.
 - iii. NPFA made a donation to PHF PAC in support of their upcoming tax measure.
 - iv. NPFA will be sending a Letter of Intent to the District to open MOU negotiations.

9. Board Committee Reports

- a. Building Committee: New Fire Station Update (VC Elder reporting)
 - i. Our plans are in review by Brian Toppel. Ron Lichau believes they will be ready to turn in by the first of next week.

10. Informational/Non-Action Items

- a. Update on the Lexipol's policies and procedures.
 - i. Chief Kushen reported:
 - 1) Next meeting will be scheduled as soon as all representatives have submitted their documents.

11. Action Items

- a. Consider and vote for up to 3 members for the FASIS Board of Directors.
 - i. Recording Secretary Metz explained the background of FASIS and why the NFPD Board was being asked to vote. Patrice further reported that the Foresthill Fire Board only voted for one, Gary Grenfell. Mr. Grenfell came highly recommended by a FHF Medic. Another advantage of Mr. Grenfell is that the fire districts in Placer County would be represented by one of their own.
 - ii. Director Enos made a motion to cast the NFPD vote for Mr. Grenfell to the FASIS board of directors. Chairman Elder seconds the motion. Motion carries.
- b. Consider and adopt resolutions to adjust the special tax measures by the consumer price index for 2019.
 - i. Resolution No. 19-01 Special Tax Measure B.
 - 1) Director Enos made a motion to adopt Resolution No. 19-01 as presented (3% increase). Secretary Kahrl seconds the motion
 - a. Bettencourt ABSENT
 - b. Elder AYE
 - c. Kahrl AYE
 - d. Sprouse ABSENT
 - e. Enos AYE
 - 2) Resolution is adopted.
 - ii. Resolution No. 19-02 Special Tax Measure F.
 - 1) Director Enos made a motion to adopt Resolution No. 19-02 as presented (3.5% increase). Secretary Kahrl seconds the motion
 - a. Bettencourt ABSENT
 - b. Elder AYE
 - c. Kahrl AYE
 - d. Sprouse ABSENT
 - e. Enos AYE
 - 2) Resolution is adopted.

12. Directors Reports:

- a. None

13. VC Elder adjourned the meeting at 7:13 p.m.

Respectfully Submitted By:


Patrice Metz, Recording Secretary

Approved

**Newcastle Fire Protection District
Revenue and Expense Report
Fiscal Year 2018/2019**

	Jul '18 - Jun 19	Budget	% of Budget
Income			
REVENUE			
40010 Current Secured Property	130,913.95	237,890.00	55.0%
40040 Railroad Unitary Property	130.23	236.00	55.2%
40050 Unitary Property	3,359.26	6,107.00	55.0%
40060 Current Unsecured	5,119.81	5,145.00	99.5%
40090 Delinquent Unsecured	55.38	80.00	69.2%
40100 Current Supplemental Prop	3,002.13	4,435.00	67.7%
40110 Delinquent Supplemental	2.87	15.00	19.1%
40180 Other Taxes Measure B	178,910.78	325,115.00	55.0%
40180 Other Taxes Measure F	86,637.60	157,434.00	55.0%
42010 Investment Income	2,415.00	3,000.00	80.5%
44350 State Homeowners Relief	905.45	1,765.00	51.3%
45010 Cal Fire VFA Grant	0.00	1,806.00	0.0%
46350 Fire Services	70,265.50	55,000.00	127.8%
46360 Other Fees and Charges	25.00		
48030 Miscellaneous	693.00	5,000.00	13.9%
Total REVENUE	482,435.96	803,028.00	60.1%
Total Income	482,435.96	803,028.00	60.1%
Expense			
EXPENSES			
52030 Fire Protective clothing	3,168.72	6,000.00	52.8%
52040 Communication Services	3,956.98	5,000.00	79.1%
52060 Station/Household Expense	1,906.09	10,000.00	19.1%
52080 General Liability Ins	7,618.00	7,500.00	101.6%
52160 Equipment Maintenance			
Rio Vista engine	872.91		
Extinguisher service	200.23		
Small Equipment	3,368.79		
Batt 41 2007 Ford	75.16		
Brush 41 2014 Freightliner	6,372.08		
Engine 41 1995 HME	7,696.46		
52160 Equipment Maintenance - Other	0.00	15,000.00	0.0%
Total 52160 Equipment Maintenance	18,585.63	15,000.00	123.9%
52170 Fuels & Lubricants	5,480.39	7,500.00	73.1%
52180 Building maintenance	1,242.43		
52220 Gases, medical	1,075.30	500.00	215.1%
52240 Membership Dues	360.00	500.00	72.0%
52260 Miscellaneous Expense	0.00	1,000.00	0.0%
52320 Printing	0.00	200.00	0.0%
52330 General Office			
SC2660 Recording Secretary	540.00	720.00	75.0%
SC2660 Supplies	1,273.03		
SC2660 Website Maintenance	500.00		
52330 General Office - Other	0.00	2,000.00	0.0%
Total 52330 General Office	2,313.03	2,720.00	85.0%
52360 Special Services			
Parcel Tax preparation	2,000.00	2,000.00	100.0%
SC2820 Personnel/policies	3,535.75	3,535.00	100.0%
SC2840 Parcel collection charge	4,822.24	4,800.00	100.5%
SC2860 Prop Tax Admin costs	4,518.97	4,518.00	100.0%

Newcastle Fire Protection District Revenue and Expense Report

Fiscal Year 2018/2019

	Jul '18 - Jun 19	Budget	% of Budget
SC2880 Admin Services	70,500.00	94,000.00	75.0%
SC2900 Audit Costs	4,800.00		
SC3070 LAFCO fees	403.19	460.00	87.7%
52360 Special Services - Other	0.00	0.00	0.0%
Total 52360 Special Services	90,580.15	109,313.00	82.9%
52370 Professional Services	1,270.02	8,000.00	15.9%
52390 County Services	0.00	1,800.00	0.0%
52460 Small Tools, Accessories	1,202.56	15,000.00	8.0%
52570 Publications Legal Notice	231.46	250.00	92.6%
52580 Special District Expense			
SC3900 Precinct Costs	500.00	750.00	66.7%
SC4000 Education & Training	8,560.82	8,500.00	100.7%
SC4050 Commission Reimburse	925.00	1,500.00	61.7%
52580 Special District Expense - Other	0.00	0.00	0.0%
Total 52580 Special District Expense	9,985.82	10,750.00	92.9%
52800 Utilities			
Sewer	789.00		
Garbage collection	732.72		
Water	462.73		
Electricity/gas	7,559.16		
52800 Utilities - Other	0.00	10,000.00	0.0%
Total 52800 Utilities	9,543.61	10,000.00	95.4%
53210 Cal Fire grant	0.00	3,612.00	0.0%
Total EXPENSES	158,520.19	214,645.00	73.9%
54440 Fixed Assets Buildings	73,766.91	97,809.00	75.4%
Payroll Expenses			
51010 Salaries & Wages	232,603.77	336,700.00	69.1%
51030 Extra Help			
JOA staffing	2,088.30		
51030 Extra Help - Other	18,933.94	15,000.00	126.2%
Total 51030 Extra Help	21,022.24	15,000.00	140.1%
51040 Overtime Call Back	80,245.09	50,000.00	160.5%
51220 Payroll Tax	26,798.10	32,000.00	83.7%
51310 Employee Group Insurance	48,254.65	31,700.00	152.2%
51360 Workers Comp Insurance	25,176.00	25,174.00	100.0%
Total Payroll Expenses	434,099.85	490,574.00	88.5%
Total Expense	666,386.95	803,028.00	83.0%
Net Income	-183,950.99	0.00	100.0%

Newcastle Fire Protection District
ACCOUNTS PAYABLE
April 2019

Type	Date	Split	Amount
49er Communications			
Bill	04/05/2019	Small Equipment	-165.99
Bill Pmt -Check	04/05/2019	Accounts Payable	-165.99
Airgas Inc			
Bill	04/05/2019	52220 Gases, medical	-42.67
Bill Pmt -Check	04/05/2019	Accounts Payable	-42.67
Bill	04/24/2019	52220 Gases, medical	-46.39
Bill Pmt -Check	04/24/2019	Accounts Payable	-46.39
AT&T			
Bill	04/05/2019	52040 Communication Services	-108.23
Bill Pmt -Check	04/05/2019	Accounts Payable	-108.23
Auburn Ace Hardware			
Bill	04/05/2019	52060 Station/Household Expense	-196.65
Bill Pmt -Check	04/05/2019	Accounts Payable	-196.65
Banner Communications			
Bill	04/20/2019	Rio Vista engine	-482.15
Bill Pmt -Check	04/20/2019	Accounts Payable	-482.15
Dobbas Inc			
Bill	04/20/2019	52170 Fuels & Lubricants	-753.54
Bill Pmt -Check	04/20/2019	Accounts Payable	-753.54
Duo-Safety Ladder Corp			
Bill	04/24/2019	Small Equipment	-33.44
Bill Pmt -Check	04/24/2019	Accounts Payable	-33.44
FDAC/FASIS			
Bill	04/24/2019	51360 Workers Comp Insurance	-6,294.00
Bill Pmt -Check	04/24/2019	Accounts Payable	-6,294.00
G&T			
Bill	04/24/2019	-SPLIT-	-1,409.65
Bill Pmt -Check	04/24/2019	Accounts Payable	-1,409.65
Gold Country Media			
Bill	04/05/2019	52570 Publications Legal Notice	-115.38
Bill Pmt -Check	04/05/2019	Accounts Payable	-115.38
Golden State Emergency Vehicle Services			
Bill	04/05/2019	Brush 41 2014 Freightliner	-278.24
Bill Pmt -Check	04/05/2019	Accounts Payable	-278.24
Jesse Shoemaker			
Bill	04/05/2019	SC4000 Education & Training	-250.00
Bill Pmt -Check	04/05/2019	Accounts Payable	-250.00
Bill	04/24/2019	SC4000 Education & Training	-125.00
Bill Pmt -Check	04/24/2019	Accounts Payable	-125.00
Kaiser			
Bill	04/05/2019	51310 Employee Group Insurance	-2,427.15
Bill Pmt -Check	04/05/2019	Accounts Payable	-2,427.15
Life Assist Inc			
Bill	04/05/2019	52220 Gases, medical	-34.34
Bill Pmt -Check	04/05/2019	Accounts Payable	-34.34
Bill	04/24/2019	52220 Gases, medical	-105.16
Bill Pmt -Check	04/24/2019	Accounts Payable	-105.16
Metz, Patrice			
Bill	04/05/2019	SC2660 Recording Secretary	-120.00
Bill Pmt -Check	04/05/2019	Accounts Payable	-120.00
Nationwide Retirement Solutions			
Bill	04/20/2019	51310 Employee Group Insurance	-2,695.38
Bill Pmt -Check	04/20/2019	Accounts Payable	-2,695.38
PG&E			
Bill	04/05/2019	Electricity/gas	-859.05
Bill Pmt -Check	04/05/2019	Accounts Payable	-859.05
Bill	04/24/2019	Electricity/gas	-559.99
Bill Pmt -Check	04/24/2019	Accounts Payable	-559.99
Placer County Elections			
Bill	04/24/2019	SC3900 Precinct Costs	-500.00
Bill Pmt -Check	04/24/2019	Accounts Payable	-500.00
Placer Hills Fire District			
Bill	04/20/2019	-SPLIT-	-23,941.74

Newcastle Fire Protection District
ACCOUNTS PAYABLE
April 2019

<u>Type</u>	<u>Date</u>	<u>Split</u>	<u>Amount</u>
Bill Pmt -Check	04/20/2019	Accounts Payable	-23,941.74
Principal Life			
Bill	04/05/2019	51310 Employee Group Insurance	-329.51
Bill Pmt -Check	04/05/2019	Accounts Payable	-329.51
Sierra Morning Website			
Bill	04/20/2019	SC2660 Website Maintenance	-50.00
Bill Pmt -Check	04/20/2019	Accounts Payable	-50.00
Sierra Office Supply			
Bill	04/05/2019	SC2660 Supplies	-97.81
Bill Pmt -Check	04/05/2019	Accounts Payable	-97.81
Sierra Safety Company			
Bill	04/24/2019	Rio Vista engine	-144.79
Bill Pmt -Check	04/24/2019	Accounts Payable	-144.79
Skyline Scaffold Inc.			
Bill	04/05/2019	52180 Building maintenance	-53.88
Bill Pmt -Check	04/05/2019	Accounts Payable	-53.88
Bill	04/24/2019	52180 Building maintenance	-53.88
Bill Pmt -Check	04/24/2019	Accounts Payable	-53.88
SPMUD			
Bill	04/05/2019	Sewer	-264.00
Bill Pmt -Check	04/05/2019	Accounts Payable	-264.00
UL LLC			
Bill	04/05/2019	Small Equipment	-249.60
Bill Pmt -Check	04/05/2019	Accounts Payable	-249.60
US Bank			
Bill	04/05/2019	-SPLIT-	-572.94
Bill Pmt -Check	04/05/2019	Accounts Payable	-572.94
Verizon Wireless			
Bill	04/05/2019	52040 Communication Services	-76.02
Bill Pmt -Check	04/05/2019	Accounts Payable	-76.02
Wave Broadband			
Bill	04/05/2019	52040 Communication Services	-119.90
Bill	04/05/2019	52040 Communication Services	-52.76
Bill Pmt -Check	04/05/2019	Accounts Payable	-172.66
West Coast Frame & Collision			
Bill	04/05/2019	-SPLIT-	-700.00
Bill Pmt -Check	04/05/2019	Accounts Payable	-700.00

4:44 PM

05/11/19

Accrual Basis

Newcastle Fire Protection District
NEW FIRE STATION EXPENSES
 July 1, 2018 through May 11, 2019

Date	Num	Name	Memo	Amount
54440 Fixed Assets Buildings				
08/08/2018	291011	Kronick, Moskovitz, Tiedema...	Consultant contract	45.00
08/08/2018	7/2/2018	Tricorp Group	June 2018 services	4,650.00
08/10/2018	64682	Youngdahl Consulting Group ...	Project Manager	1,200.00
08/10/2018	7/31/2018	Ron Lichau & Associates	Phase 2 75% complete	8,190.00
08/10/2018	7/31/2018	Ron Lichau & Associates	Landscape architect	4,280.00
08/10/2018	7/31/2018	Ron Lichau & Associates	Structural engineering	3,500.00
08/28/2018	64898	Youngdahl Consulting Group ...		1,200.00
08/28/2018	8/2/2018	George Atteberry	Phase 1 construction mana...	2,137.50
08/28/2018	8/2/2018	George Atteberry	Phase 2 utilities	1,932.50
08/28/2018	8/2/2018	George Atteberry	Printing services	179.24
08/28/2018	108194494	PG&E CFM/PPC Dept		473.49
08/28/2018	8/24/2018	Lawrence Bettencourt	Sprinklers for station site	259.55
10/17/2018	65126	Youngdahl Consulting Group ...		1,200.00
10/24/2018	291910	Kronick, Moskovitz, Tiedema...		450.00
11/15/2018	10/10/2018	Tricorp Group	July and August 2018	7,950.00
11/15/2018	65683	Youngdahl Consulting Group ...		763.75
12/13/2018	5	Tricorp Group		2,400.00
12/13/2018	65896	Youngdahl Consulting Group ...		1,200.00
12/20/2018	121118	Ron Lichau & Associates		16,605.00
01/08/2019	66250	Youngdahl Consulting Group ...		1,500.00
01/08/2019	122018	Ron Lichau & Associates	Structural engineer	9,690.00
02/05/2019	66526	Youngdahl Consulting Group ...		1,800.00
02/20/2019	212019	Sierra Office Supply	Plans	195.46
03/11/2019	1162019	George Atteberry	Phase 2	1,523.42
05/11/2019	172596	State Water Resources Contr...		442.00
Total 54440 Fixed Assets Buildings				73,766.91
TOTAL				73,766.91

**Newcastle Fire Development Fees
Revenue and Expenses
July 1, 2018 through May 11, 2019**

Date	Memo	Amount	Balance
Income			
46440 Mitigation Fees			
42010 Investment Income			
07/31/2018		99.11	99.11
11/30/2018		216.55	315.66
01/31/2019		221.84	537.50
02/28/2019		120.83	658.33
04/14/2019	Deposit	265.32	923.65
Total 42010 Investment Income		923.65	923.65
46440 Mitigation Fees			
08/22/2018	BLD18-02390 042-221-014	1,722.88	1,722.88
08/22/2018	BLD18-02483 042-192-029	970.24	2,693.12
08/22/2018	BLD18-02411 042-032-020	705.92	3,399.04
08/22/2018	BLD18-02816 042-270-031	762.88	4,161.92
08/22/2018	BLD18-02815 042-270-031	961.92	5,123.84
10/05/2018	BLD18-03049 031-231-044	346.88	5,470.72
11/15/2018	BLD18-04146	1,315.64	6,786.36
11/15/2018	BLD18-04473	2,880.00	9,666.36
11/15/2018	BLD18-04243	2,016.00	11,682.36
12/06/2018	BLD18-04625	1,150.72	12,833.08
12/06/2018	BLD18-05471	768.00	13,601.08
03/29/2019	BLD19-00257 Garage 7789	1,536.00	15,137.08
03/29/2019	BLD18-03901 addition/garag...	1,852.80	16,989.88
04/26/2019	19-00199 324 Dutch Ravine ...	1,536.00	18,525.88
04/26/2019	19-00513 6615 West Ct ho...	3,431.04	21,956.92
Total 46440 Mitigation Fees		21,956.92	21,956.92
Total 46440 Mitigation Fees		22,880.57	22,880.57
Total Income		22,880.57	22,880.57
Expense			
52250 Fire Fees reimbursed			
11/09/2018	Dennis Levin BLD16-05851/2	1,559.04	1,559.04
Total 52250 Fire Fees reimbursed		1,559.04	1,559.04
54460 Fixed Assets (Equipment)			
02/20/2019	Payment 5 of 10	29,179.87	29,179.87
Total 54460 Fixed Assets (Equipment)		29,179.87	29,179.87
Total Expense		30,738.91	30,738.91
Net Income		-7,858.34	-7,858.34

**Newcastle Fire Protection District
Preliminary Budget FY 2019-2020 Worksheet**

	<u>Jul '18 - Jun 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Prelim 20</u>	<u>Notes</u>
Income					
REVENUE					
40010 Current Secured Property	130,913.95	237,890.00	55.03%	245,027	3%
Other taxes	12,575.00	17,783.00	70.71%	17,783	Same
40180 Other Taxes Measure B	178,910.78	325,115.00	55.03%	335,068	3% + 200
40180 Other Taxes Measure F	86,637.60	157,434.00	55.03%	163,144	3.5%+200
42010 Investment Income	2,415.00	3,000.00	80.5%	3,000	
45010 Cal Fire VFA Grant	0.00	1,806.00	0.0%		
46350 Fire Services	70,265.50	55,000.00	127.76%		
46360 Other Fees and Charges	25.00			25,000	Permit fees
48030 Miscellaneous	693.00	5,000.00	13.86%	2,000	
Total REVENUE	<u>482,435.83</u>	<u>803,028.00</u>	<u>60.08%</u>	<u>791,022</u>	
Total Income	<u>482,435.83</u>	<u>803,028.00</u>	<u>60.08%</u>	<u>791,022</u>	
Expense					
EXPENSES					
52030 Fire Protective clothing	3,168.72	6,000.00	52.81%	10,000	Turnouts
52040 Communication Services	3,956.98	5,000.00	79.14%	5,000	
52060 Station/Household Expense	1,906.09	10,000.00	19.06%	5,000	
52080 General Liability Ins	7,618.00	7,500.00	101.57%	7,800	
52160 Equipment Maintenance	18,585.63	15,000.00	123.9%	15,000	
52170 Fuels & Lubricants	5,480.39	7,500.00	73.07%	7,500	
52180 Building maintenance	1,242.43			2,000	
52220 Gases, medical	1,075.30	500.00	215.06%	1,000	
52240 Membership Dues	360.00	500.00	72.0%	400	
52260 Miscellaneous Expense	0.00	1,000.00	0.0%	1,000	
52320 Printing	0.00	200.00	0.0%	0	
52330 General Office	2,313.03	2,720.00	85.04%	2,720	
52360 Special Services					
Parcel Tax preparation	2,000.00	2,000.00	100.0%	2,000	
SC2820 Personnel/policies	3,535.75	3,535.00	100.02%	2,500	Lexipol
SC2840 Parcel collection charge	4,822.24	4,800.00	100.46%	4,980	

**Newcastle Fire Protection District
Preliminary Budget FY 2019-2020 Worksheet**

	<u>Jul '18 - Jun 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Prelim 20</u>	<u>Notes</u>
SC2860 Prop Tax Admin costs	4,518.97	4,518.00	100.02%	4,550	
SC2880 Admin Services	70,500.00	94,000.00	75.0%	100,000	
SC2900 Audit Costs	4,800.00			4,800	
SC3070 LAFCO fees	403.19	460.00	87.65%	460	
Total 52360 Special Services	90,580.15	109,313.00	82.86%	119,290	
52370 Professional Services	1,270.02	8,000.00	15.88%	5,000	Legal
52390 County Services	0.00	1,800.00	0.0%		
52460 Small Tools, Accessories	1,202.56	15,000.00	8.02%	5,000	
52570 Publications Legal Notice	231.46	250.00	92.58%	300	
52580 Special District Expense					
SC4000 Education & Training	8,560.82	8,500.00	100.72%	5,000	
SC4050 Commission Reimburse	925.00	1,500.00	61.67%	1,500	
Total 52580 Special District Expense	9,985.82	10,750.00	92.89%	6,500	
Total 52800 Utilities	9,543.61	10,000.00	95.44%	11,000	
53210 Cal Fire grant	0.00	3,612.00	0.0%	0	
Total EXPENSES	158,520.19	214,645.00	73.85%	204,510	
54440 Fixed Assets Buildings	73,766.91	97,809.00	75.42%	108,000	Fire St loan
Payroll Expenses					
51010 Salaries & Wages	232,603.77	336,700.00	69.08%	344,000	
Total 51030 Extra Help	21,022.24	15,000.00	140.15%	15,000	
51040 Overtime Call Back	80,245.09	50,000.00	160.49%	65,000	
51220 Payroll Tax	26,798.10	32,000.00	83.74%	32,500	
51310 Employee Group Insurance	48,254.65	31,700.00	152.22%	29,000	
51360 Workers Comp Insurance	25,176.00	25,174.00	100.01%	30,000	
Total Payroll Expenses	434,099.85	490,574.00	88.49%	515,500	
Total Expense	666,386.95	803,028.00	82.98%	828,010	
Net Income	-183,951.12	0.00	100.0%	-36,988	

* Payroll paid as of March 31, 2019 - waiting for April County report

** Accounts payables paid as of May 10, 2019

NEWCASTLE FPD PERSONNEL COSTS

2019/2020 Prelim Budget

Position Employee	Hourly Wage	Ed Incentive	Base Salary	FLSA OT	Holiday Pay 192 hrs/yr	Matching \$457 Plan	Uniform Pay	Estimate OT 15 shifts/yr	Health Dental Life Cost	Work Comp 0.0940	FICA Medicare 7.65%	SUI & ETT 4.1% \$287 max	Total Base Pay	Total Pay	Total Compensation & benefits
Captain Hickok	18.75	18.75	54,600	1,463	3,600	500	525	10,125	7,000	6,560	5,339	287	60,688	70,813	89,998
Captain Kirk	18.75	19.13	55,692	1,492	3,672	2,300	525	10,328	1,070	6,691	5,446	287	63,681	74,008	87,502
Captain Hicks	18.75	19.69	57,330	1,536	3,780	2,300	525	10,631	180	6,888	5,606	287	65,471	76,102	89,063
Engineer	16.00	16.00	46,592	1,248	3,072	500	525	8,640	4,800	5,598	4,556	287	51,937	60,577	75,818
Engineer McCoy	17.25	17.25	50,232	1,346	3,312	500	525	9,315	4,600	6,035	4,912	287	55,915	65,230	81,063
Engineer Shaw	17.25	17.25	50,232	1,346	3,312	500	525	9,315	4,800	6,035	4,912	287	55,915	65,230	81,263
Totals			\$314,678	\$8,429	\$20,748	\$6,600	\$3,150	\$58,354	\$22,450	\$37,808	\$30,769	\$1,722	\$353,605	\$411,959	\$504,707

**Newcastle Fire Development Fees
Preliminary Budget FY 2019-2020 Worksheet**

	Jul 1, '18 - May 7, 19	Budget	% of Budget	Prelim 20
Income				
46440 Mitigation Fees				
42010 Investment Income	923.65	1,000.00	92.37%	1,000.00
46440 Mitigation Fees	21,956.92	29,000.00	75.71%	29,000.00
Total 46440 Mitigation Fees	<u>22,880.57</u>	<u>30,000.00</u>	<u>76.27%</u>	<u>30,000.00</u>
Total Income	<u>22,880.57</u>	<u>30,000.00</u>	<u>76.27%</u>	<u>30,000.00</u>
Expense				
52250 Fire Fees reimbursed	1,559.04	0.00	100.0%	0.00
54440 Fixed Assets (Buildings)	0.00	0.00	0.0%	0.00
54460 Fixed Assets (Equipment)	29,179.87	29,200.00	99.93%	29,200.00
Total Expense	<u>30,738.91</u>	<u>29,200.00</u>	<u>105.27%</u>	<u>29,200.00</u>
Net Income	<u>-7,858.34</u>	<u>800.00</u>	<u>-982.29%</u>	<u>800.00</u>

NEWCASTLE FIRE PROTECTION DISTRICT PAST BUDGETS AND 3 YEARS OF PROJECTIONS

	1	2	3	4	5	6	7	8	9	10
Budget Year	12/13	13/14	14/15	15/16	16/17	17/18*	18/19*	19/20*	20/21*	21/22*
Property Tax	198,684	190,650	203,360	227,661	234,921	244,950	255,670	262,810	270,694	278,815
Interest	5,110	3,628	3,506	6,117	6,000	8,100	3,000	3,000	3,500	4,000
Special Tax Measure B	297,876	280,742	299,150	298,653	305,870	314,205	325,115	335,070	345,122	355,476
Special Tax Measure F	140,076	141,797	144,324	144,001	146,000	150,935	157,430	163,145	168,855	174,765
Miscellaneous Revenue	96,597	102,362	15,758	17,866	2,500	7,500	6,800	27,000	33,000	35,000
Strike Team (OES Pay)	6,942	17,614	5,751	55,501	0	0	70,265	0	0	0
Mitigation Fees (with interest)	16,523	76,483	36,220	32,284	29,200	37,540	30,000	30,000	31,500	33,075
***Revenue Totals	761,808	813,276	708,069	782,083	724,491	763,230	848,280	821,025	852,671	881,131

Personnel Salaries/Benefits	340,521	295,780	271,236	295,970	354,000	429,570	490,575	515,500	525,810	536,326
Service and Operations	82,698	103,012	74,625	85,359	103,290	129,980	120,645	104,510	106,600	108,732
*Fixed Assets/Capitol Expenses	15,146	214,314	106,507	70,487	108,000	459,000	97,800	108,000	108,000	108,000
Administration/Consulting	138,271	130,894	118,058	114,131	130,000	89,000	94,000	100,000	102,000	104,040
**Mitigation Expenditures	10,803	25,949	1,616	37,063	29,200	129,200	29,200	29,200	29,200	29,200
Expenditure Totals	587,439	769,949	572,042	603,010	724,490	1,236,750	832,220	857,210	871,610	886,298
Mitigation Reserves	79,579	130,112	167,948	163,169	163,000	68,200	68,200	69,000	71,300	75,175
*General Reserves	380,367	373,160	474,583	658,435	658,435	304,460	320,500	284,315	265,376	260,209

* New station funding

** New station funding and Brush loan payment (last payment 2/25/2024)

*** Includes Mitigation Fees

Assumptions:

- 1) Personnel salaries incorporate future California minimum wage increases
- 2) COLA's for both special taxes are evaluated annually and implemented
- 3) Special tax revenues are funding services/facilities discussed in the ballot language
- 4)The Fire District develop apparatus and major equipment replacement plans

5/10/2019