

TWAIN HARTE COMMUNITY SERVICES DISTRICT Fire Committee Meeting

Chair: *Gary Sipperley*
Co-Chair: *Kathryn deGroot*

**THCSD CONFERENCE ROOM
22912 VANTAGE POINTE DR., TWAIN HARTE
January 4, 2023 9:30 a.m.**

NOTICE: Public May Attend this Meeting In-Person. Facial coverings are recommended for any person attending, regardless of vaccination status.

The meeting will be accessible via ZOOM for anyone that chooses to participate virtually:

- Videoconference Link: <https://us02web.zoom.us/j/88152394221>
- Meeting ID: 881 5239 4221
- Telephone: (669) 900-6833

AGENDA

- 1. Discuss Tuolumne County contract with Cal Fire for services.**
- 2. Discuss potential replacement of Chief Vehicle C720.**
- 3. Review the draft Fiscal Year 2022-23 Fire Fund mid-year budget adjustment.**
- 4. Adjourn.**

HOW TO VIRTUALLY PARTICIPATE IN THIS THIS MEETING

The public can virtually observe and participate in a meeting as follows:

- **Computer:** Join the videoconference by clicking the videoconference link located at the top of this agenda or on our website. You may be prompted to enter your name and email. Your email will remain private and you may enter "anonymous" for your name.
- **Smart Phone/Tablet:** Join the videoconference by clicking the videoconference link located at the top of this agenda OR log in through the Zoom mobile app and enter the Meeting ID# and Password found at the top of this agenda. You may be prompted to enter your name and email. Your email will remain private and you may enter "anonymous" for your name.

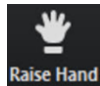
- **Telephone:** Listen to the meeting by calling Zoom at (4669) 900-6833. Enter the Meeting ID# listed at the top of this agenda, followed by the pound (#) key.

* NOTE: your personal video will be disabled and your microphone will be automatically muted.

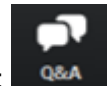
SUBMITTING PUBLIC COMMENT

The public will have an opportunity to comment before and during the meeting as follows:

- **Before the Meeting:**
 - Email comments to ksilva@twainhartecsd.com, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments.
 - Mail comments to THCSD Board Secretary: P.O. Box 649, Twain Harte, CA 95383
- **During the Meeting:**
 - Computer/Tablet/Smartphone: Click the "Raise Hand" icon and the host will unmute your audio when it is time to receive public comment. If you would rather make a comment in writing, you may click on the "Q&A" icon and type your comment. You may need to tap your screen or click on "View Participants" to make icons visible.



Raise Hand Icon:



Q&A Icon:

- Telephone: Press *9 if to notify the host that you have a comment. The host will unmute you during the public comment period and invite you to share comments.
- In-Person: Raise your hand and the Board Chairperson will call on you.

* NOTE: If you wish to speak on an item on the agenda, you are welcome to do so during consideration of the agenda item itself. If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period. Persons speaking during the Public Comment will be limited to five minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board. Except as otherwise provided by law, no action or discussion shall be taken/conducted on any item not appearing on the agenda. Public comments must be addressed to the board as a whole through the President. Comments to individuals or staff are not permitted.

MEETING ETIQUETTE

Attendees shall make every effort not to disrupt the meeting. Cell phones must be silenced or set in a mode that will not disturb District business during the meeting.

ACCESSIBILITY

Board meetings are accessible to people with disabilities. In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the District office 48 hours prior to the meeting at (209) 586-3172.

WRITTEN MEETING MATERIALS

If written materials relating to items on this Agenda are distributed to Board members prior to the meeting, such materials will be made available for public inspection on the District's website:

www.twainhartecsd.com

Twain Harte Community Services District
2022/2023 MIDYEAR BUDGET ADJUSTMENT

	WATER			SEWER			FIRE			PARK			ADMIN			TOTAL
	Approved	Requested	% Diff	Approved	Requested	% Diff	Approved	Requested	% Diff	Approved	Requested	% Diff	Approved	Requested	% Diff	PROJECTED
Revenue																
Service Charges	\$ 1,483,420	\$ 1,470,202	-1%	\$ 1,138,433	\$ 1,137,942	0%	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ 2,608,144
Fees	18,180	18,180	0%	14,820	14,820	0%	-	-	0%	5,000	7,100	42%	-	-	0%	40,100
Taxes & Assessments	37,153	39,292	6%	-	-	0%	1,243,536	1,278,501	3%	144,607	146,699	1%	-	-	0%	1,464,491
Grants & Donations	1,595,000	1,555,650	-2%	-	-	0%	280,368	286,726	2%	1,395,475	2,681,065	92%	-	1,200	1200%	4,524,641
Other Revenue	13,700	47,800	249%	2,100	7,100	238%	25,500	126,170	395%	600	1,000	67%	1,000	1,000	0%	183,070
Total Program Revenue	\$ 3,147,454	\$ 3,131,124	-1%	\$ 1,155,353	\$ 1,159,862	0%	\$ 1,549,404	\$ 1,691,397	9%	\$ 1,545,682	\$ 2,835,864	83%	\$ 1,000	\$ 2,200	120%	\$ 8,820,447
Admin Revenue Allocation	470	1,034	120%	250	550	120%	180	396	120%	100	220	120%	(1,000)	(2,200)	120%	-
GRAND TOTAL REVENUE	\$ 3,147,924	\$ 3,132,158	-1%	\$ 1,155,603	\$ 1,160,412	0%	\$ 1,549,584	\$ 1,691,793	9%	\$ 1,545,782	\$ 2,836,084	83%	\$ -	\$ -	0%	\$ 8,820,447
Operating Expenses																
Salaries	\$ 324,111	\$ 331,618	2%	\$ 182,254	\$ 183,109	0%	\$ 571,785	\$ 624,733	9%	\$ 5,214	\$ 5,214	0%	\$ 421,272	\$ 429,933	2%	\$ 1,574,607
Benefits	177,649	179,157	1%	98,474	98,967	1%	279,134	288,214	3%	2,998	3,022	1%	216,677	218,196	1%	787,556
Equip, Auto, Maint, & Repairs	138,400	163,470	18%	68,600	69,900	2%	108,700	102,900	-5%	42,386	41,930	-1%	16,200	15,800	-2%	394,000
Materials & Supplies	46,500	43,300	-7%	5,900	5,900	0%	10,200	10,000	-2%	1,500	1,500	0%	4,250	4,250	0%	64,950
Outside Services	348,550	305,550	-12%	17,950	30,550	70%	27,750	27,950	1%	4,500	4,500	0%	26,400	27,900	6%	396,450
Other (Utilities, Prop/Liab Ins, TUD)	202,400	216,900	7%	527,750	535,400	1%	99,450	108,500	9%	52,200	53,100	2%	77,950	73,250	-6%	987,150
Debt Service	188,614	188,614	0%	16,976	16,976	0%	-	-	0%	-	-	0%	-	-	0%	205,590
Total Program Expenses	\$ 1,426,223	\$ 1,428,608	0%	\$ 917,903	\$ 940,802	2%	\$ 1,097,020	\$ 1,162,297	6%	\$ 108,798	\$ 109,266	0%	\$ 762,749	\$ 769,329	1%	\$ 4,410,302
Administrative Cost Allocation	358,492	361,585	1%	190,687	192,332	1%	137,295	138,479	1%	76,275	76,933	1%	(762,749)	(769,329)	1%	-
GRAND TOTAL OPERATING EXPENSES	\$ 1,784,715	\$ 1,790,193	0%	\$ 1,108,590	\$ 1,133,134	2%	\$ 1,234,315	\$ 1,300,776	5%	\$ 185,073	\$ 186,199	1%	\$ -	\$ -	0%	\$ 4,410,302
TOTAL OPERATING BALANCE	\$ 1,363,208	\$ 1,341,966		\$ 47,013	\$ 27,278		\$ 315,270	\$ 391,016		\$ 1,360,709	\$ 2,649,885		\$ -	\$ -		
Capital Expenses																
Capital Outlay	2,157,400	1,845,400	-14%	300,300	224,300	-25%	540,500	581,390	8%	1,417,400	2,657,800	88%	-	-	0%	5,308,890
Administrative Capital Allocation	-	-	0%	-	-	0%	-	-	0%	-	-	0%	-	-	0%	-
Total Capital Expenses	\$ 2,157,400	\$ 1,845,400	-14%	\$ 300,300	\$ 224,300	-25%	\$ 540,500	\$ 581,390	8%	\$ 1,417,400	\$ 2,657,800	88%	\$ -	\$ -		\$ 5,308,890
GRAND TOTAL EXPENSES	\$ 3,942,115	\$ 3,635,593	-8%	\$ 1,408,890	\$ 1,357,434	-4%	\$ 1,774,815	\$ 1,882,166	6%	\$ 1,602,473	\$ 2,843,999	77%	\$ -	\$ -	0%	\$ 9,719,192
Transfer To/(From) Reserve	\$ (794,192)	\$ (503,434)		\$ (253,287)	\$ (197,022)		\$ (225,230)	\$ (190,374)		\$ (56,691)	\$ (7,915)		\$ -	\$ -		\$ (898,746)

Twain Harte Community Services District

2022-2023 MID YEAR BUDGET

FIRE - REVENUE

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	22/23 Approved	22/23 Requested	\$	%	

Taxes & Assessments					
Secured & Unsecured Taxes	\$ 574,727	\$ 606,975	\$ 32,248	6%	YTD actuals trending higher than original budget
Property Assessments	668,809	671,526	2,717	0%	
TOTAL TAXES & ASSESSMENTS	\$ 1,243,536	\$ 1,278,501	\$ 34,965	3%	

Grants & Donations					
Grant Revenue	280,368	286,726	\$ 6,358	2%	
Grant Revenue - CERT			-	0%	
Donation Revenue - CERT			-	0%	
TOTAL GRANTS & DONATIONS	\$ 280,368	\$ 286,726	\$ 6,358	2%	

Other Revenue					
Strike Team		\$ 97,670	\$ 97,670	97670%	
Training Revenue	16,000	16,000	-	0%	
Miscellaneous Revenue	7,500	7,500	-	0%	
Interest Revenue	2,000	5,000	3,000	150%	Rates higher than expected
Sale of Assets			-	0%	
TOTAL OTHER REVENUE	\$ 25,500	\$ 126,170	\$ 100,670	395%	

GRAND TOTAL REVENUE	\$ 1,549,404	\$ 1,691,397	\$ 141,992	9%	
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Admin Transfer Out	\$ 180	\$ 396	\$ 216		
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GRAND TOTAL WITH ADMIN	\$ 1,549,584	\$ 1,691,793	\$ 142,208	9%	
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Twain Harte Community Services District

2022-2023 MID YEAR BUDGET

FIRE - EXPENSES

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	22/23 Approved	22/23 Requested	\$	%	
Salaries - 51XXX					
Regular Time	\$ 397,740	\$ 397,740	0	0%	
Workers Comp Reimb Wages		\$ (57,966)	(57,966)	-57966%	
Standby Pay	500	500	0	0%	
Overtime	34,000	66,000	32,000	94%	Due to coverage related to work comp absence
Holiday Overtime	18,770	20,606	1,836	10%	
FLSA Overtime	40,556	40,556	0	0%	
Sick Leave/Vacation Pay/ATO	8,800	8,800	0	0%	
Temp/Relief Pay	8,000	49,000	41,000	513%	Due to coverage related to work comp absence
Intern Stipend	54,000	34,357	(19,643)	-36%	
Reserve Stipends	3,500	3,500	0	0%	
Striketeam Pay	0	37,546	37,546	37546%	
Striketeam Intern Pay	0	18,175	18,175	18175%	
Response Incentive Pay	1,500	1,500	0	0%	
Uniform Allowance	4,000	4,000	0	0%	
Cell Phone Stipend	420	420	0	0%	
TOTAL SALARIES	\$ 571,785	\$ 624,733	\$ 52,948	9%	
Benefits - 52XXX					
Health & Vision Insurance	\$ 60,348	\$ 61,600	1,252	2%	Rate increase higher than anticipated
HRA Reimbursement	23,875	23,875	0	0%	
CALPERS Retirement	100,526	99,787	(739)	-1%	
FICA	35,451	42,327	6,877	19%	Due to strike team and work comp
Medicare	8,291	9,899	1,608	19%	Due to strike team and work comp
Workers Comp	48,978	49,500	522	1%	
Unemployment Ins/ETT	1,666	1,225	(441)	-26%	
TOTAL BENEFITS	\$ 279,134	\$ 288,214	\$ 9,080	3%	

Twain Harte Community Services District

2022-2023 MID YEAR BUDGET

FIRE - EXPENSES

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	22/23 Approved	22/23 Requested	\$	%	
Equipment, Automotive, Maintenance & Repairs					
Equipment Maintenance & Repair	\$ 7,500	\$ 7,500	0	0%	
Facilities Maintenance & Repair	7,500	7,500	0	0%	
Vehicle Maintenance & Repair	23,700	23,700	0	0%	
Fuel	19,000	26,000	7,000	37%	Increased Gas Prices
Equipment Under \$5,000	31,000	12,200	(18,800)	-61%	Due to less grant funded expenses
Personal Protective Equipment	20,000	26,000	6,000	30%	Increase in grant funded expenses
TOTAL EQUIP, AUTO, MAINT & REPAIRS	\$ 108,700	\$ 102,900	\$ (5,800)	-5%	
Materials & Supplies - 54XXX					
Office Supplies	\$ 2,500	\$ 2,500	0	0%	
Postage	600	500	(100)	-17%	
Food Supplies	600	500	(100)	-17%	
Janitorial Supplies	3,500	3,500	0	0%	
Medical Supplies	3,000	3,000	0	0%	
TOTAL MATERIALS & SUPPLIES	\$ 10,200	\$ 10,000	\$ (200)	-2%	
Outside Services - 55XXX					
Legal Fees	\$ 4,000	\$ 4,000	\$ -	0%	
IT Services	2,500	2,500	0	0%	
Engineering Services	8,750	8,750	0	0%	
Medical Exams	2,500	2,000	(500)	-20%	
Background Checks	1,500	1,500	0	0%	
Other Professional Services	8,500	9,200	700	8%	
TOTAL OUTSIDE SERVICES	\$ 27,750	\$ 27,950	\$ 200	1%	

Twain Harte Community Services District

2022-2023 MID YEAR BUDGET

FIRE - EXPENSES

BUDGET ITEM	BUDGET		CHANGE		REASON FOR CHANGE
	22/23 Approved	22/23 Requested	\$	%	
Other - 56XXX					
Utilities	\$ 11,500	\$ 12,900	1,400	12%	Electricity rate increase
Phone/Communications	6,050	6,900	850	14%	
Software Licenses & Maintenance	7,400	7,700	300	4%	
Property/Liability Insurance	30,500	37,000	6,500	21%	Premium increase higher than anticipated
Dues & Memberships	4,300	4,300	0	0%	
Licenses & Certifications	1,500	1,500	0	0%	
Training, Conferences & Travel	36,500	36,500	0	0%	
Advertising & Public Education-CERT			0	0%	
Advertising & Public Education	1,700	1,700	0	0%	
TOTAL OTHER	\$ 99,450	\$ 108,500	\$ 9,050	9%	

GRAND TOTAL EXPENSES	\$ 1,097,020	\$ 1,162,297	\$ 65,278	6%	
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Admin Transfer Out \$ 137,295 \$ 138,479 \$ 1,184 1%

GRAND TOTAL WITH ADMIN	\$ 1,234,315	\$ 1,300,776	\$ 66,462		
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Capital Outlay - 57XXX					
Fuel/SCBA Fill Station Generator	\$ 1,500	\$ 18,890	17,390	1159%	Rollover from last FY
Emergency Alert Notification Siren		7,500	7,500	7500%	Rollover from last FY
New Chief Coverage Vehicle		68,000	68,000	68000%	New Project to Replace Chief Vehicle w/Truck
Training/Admin Parking Lot	331,000	331,000	0	0%	
Vantage Pt. Equipment Structure	41,000	0	(41,000)	-100%	Project Cancelled/Not Needed
Backwall Excavation & Sealing	45,000	46,000	1,000	2%	
New Station Roof	40,000	40,000	0	0%	
Engine 721 Upgrades	27,000	15,000	(12,000)	-44%	Less than anticipated
Engine 722 Replacement (OES)	55,000	55,000	0	0%	
TOTAL CAPITAL OUTLAY	\$ 540,500	\$ 581,390	\$ 40,890	8%	

GRAND TOTAL WITH CAPITAL	\$ 1,774,815	\$ 1,882,166	\$ 107,352		
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