

# **Mosquito Fire Protection District**

**Board of Directors Meeting** Thursday, February 22, 2024 – 7:00 PM Mosquito FPD Station 75 8801 Rock Creek Road Placerville, Ca. 96557

## **AGENDA**

Item	Presenter
1. Call to Order.	D. Stever
Topic/Date: MFPD Board Meeting February 22, 2024	
Time: 7:00 PM Pacific Time (US and Canada)	
If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or <a href="mailto:admin75@mfpd.us">admin75@mfpd.us</a>	
2. Roll Call & Quorum announced	D. Stever
3. Pledge of Allegiance.	D. Stever
4. Public Comment Public may address the board on any District related item not included in this agenda.  We ask that your comments remain civil and respectful. Any lack of decorum will result in the forfeiture of your time.  Please limit your comments to no more than 3 minutes in duration.	
5. ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR The Board may make any necessary additions, deletions, or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action.	D. Stever

CONSENT CALENDAR ITEMS	
<b>5.1</b> Approval of Expenditures- Expenses, Feb 1, 2024 Approval of Expenditures- Expenses, Jan 30, 2024	
<b>5.2</b> Minutes: January 25, 2024 - Regular Board Meeting	
6. Chief's Report	J. Rosevear
7. <u>Issue Items</u>	
7.1 Approval of Budget Transfers- Approval of updated 23-24 Final Budget	D. Stever
8. Committee Reports	
<ul> <li>8.1 Finance Committee</li> <li>8.2 Strategic Planning &amp; Policy Updates</li> <li>8.3 Communication</li> <li>8.4 Capital Improvement- CIP Plan</li> <li>8.5 Sustainability- Meeting Schedule</li> <li>8.6 District Auxiliary Mosquito</li> <li>8.7 El Dorado Regional Fire Authority (EDRFA)</li> </ul>	D. Blain D. Stever L. Uggla K. Bronsord D. Hunt M. Blain L. Uggla
8. Director's Comments.	
9. Adjourn. Next Meeting: Thursday March 28, 2024	
Dedicated to Our Community	

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#5> b A A	RTICLES ND WERE	FOR SER	THE ARTICLES FOR SERVICES DESCRIBED BY THE INVOICE(S) ATTACHED AND LISTED BE AND WERE NECESSARY FOR USE BY THE DISTRICT AND HAVE BEEN DELIVERED OR INDELIVERED OR INDELIVERED BY THE BOARD OF DIRECTORS TO APP	IE INVOICE(S) STRICT AND H S BY THE BOA	) ATTACHED AN IAVE BEEN DEL IRD OF DIRECT	ID LISTED BEL IVERED OR PE ORS TO APPRO	OW WERE RFORMED	APPROVEL AND THAT	NO PRIC	THE ARTICLES FOR SERVICES DESCRIBED BY THE INVOICE(S) ATTACHED AND LISTED BELOW WERE APPROVED AND ARE INCLUDED IN THE DISTRICT BUDGET THAT HAS BEEN ADOPTED BY THE BOARD OF DIRECTORS  AND WERE NECESSARY FOR USE BY THE DISTRICT AND HAVE BEEN DELIVERED OR PERFORMED AND THAT NO PRIOR CLAIM HAS BEEN PRESENTED FOR SAID ARTICLES OR SERVICES. I FURTHER CERTIFY I AM  AUTHORIZED BY THE BOARD OF DIRECTORS TO APPROVE PAYMENT REQUESTS TO THE AUDITOR-CONTROLLER FOR THE ATTACHED INVOICE(S).	BEEN AD ES OR S NVOICE(	OOPTED BY THE BOARD OF DIRECT EERVICES. I FURTHER CERTIFY I AM S).	)RS
age 3													
Aughor	rizing si	gnatures	Authorizing signatures: Expenses 2024 Feb 1	∮b 1	Process	Process as TRANSFE	FER:					٠	
ALWAYS 1	VENDOR	SUFFIX	Invoice Number (Limit 20)	AMOUNT	FILE NAME	DATE	ALWAYS 2	ORG	ОВЈЕСТ	DESCRIPTION (LIMIT 50 CHARACTERS) AMG	AMOUNT	VENDOR NAME	SINGLE
1	12160	0 (	92324	741.50	MFPD02012024	02/01/24	2	8554000	4305	92324 Pioneer FPD SCBA Grant Extra funds 74.	741.50 F	Pioneer Fire Department	



# **Mosquito Fire Protection District**

**Board of Directors Meeting** Thursday, January 25, 2024 – 7:00 PM Mosquito FPD Station 75 8801 Rock Creek Road Placerville, Ca. 96557

## **MINUTES**

Item	Presenter
1. Call to Order. 7 PM	D. Stever
Topic/Date: MFPD Board Meeting January 25, 2024	
Time: 7:00 PM Pacific Time (US and Canada)	
If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or <a href="mailto:admin75@mfpd.us">admin75@mfpd.us</a>	
2. Roll Call & Quorum announced. Present: Directors Don Stever, David Blain, Kirk Bronsord and Dan Hunt. Absent: Linnea Uggla	D. Stever
3. Pledge of Allegiance.	D. Stever
4. Public Comment Public may address the board on any District related item not included in this agenda. We ask that your comments remain civil and respectful. Any lack of decorum will result in the forfeiture of your time. Please limit your comments to no more than 3 minutes in duration.	
5. ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR The Board may make any necessary additions, deletions, or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action.	D. Stever

CONSE	NT CALENDAR ITEMS	
5.1	Approval of Expenditures- Expenses, 2024 Jan 8 Approval of Expenditures- Expenses, 2024 Jan 10	
5.2	Policy 1047- Sick Leave Policy 326- Adult Abuse Reporting Policy 902- OSHA Notification	D. Stever
5.3	Minutes: December 28, 2023 - Regular Board Meeting	
	Motion to approve Agenda and Consent Calendar by Director Don Stever, second by Kirk Bronsord. Ayes: Directors Stever, Bronsord, Blain and Hunt. Noes: 0 Absent: Director Uggla	
6. <u>Chi</u>	ef's Report	J. Rosevear
7. <u>Iss</u>	ue Items	
7.1- N	Master Annual Calendar Discussion and Planning	D. Stever
7.2 A	pproval of Budget Transfers- Approval of updated 23-24 Final Budget.	D Blain
S	Notion to approve Budget Transfer dated Jan 25 2024 by Director Stever, econd by Director Hunt. Ayes: Directors Stever, Bronsord, Blain and Hunt. Hoes: 0 Absent: Director Uggla	
S	Notion to approve Updated 23-24 Final Budget by Director Blain, econd by Director Bronsord. Ayes: Directors Stever, Bronsord, Blain and Hunt. loes: 0 Absent: Director Uggla	
8. <u>Co</u>	mmittee Reports	
8.2 8.3 8.4 8.5 8.6	Finance Committee Strategic Planning & Policy Updates Communication Capital Improvement- CIP Plan Sustainability- Meeting Schedule District Auxiliary Mosquito El Dorado Regional Fire Authority (EDRFA)	D. Blain D. Stever L. Uggla D. Stever D. Hunt M. Blain L. Uggla
8. Direct	or's Comments.	

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9. Adjourn. 7:42 PM Next Meeting: Thursday February 22, 2024	
Dedicated to Our Community	

<u> Filial</u>	<b>Budget</b>	
w/Fe	b Mods	July 23 - June 24
Revenue		
0001 Carry Over		38,770.7
0100 · Prop Tax Curr Secured 0110 · Prop Tax Curr Unsecured		163,000.0 2,800.0
0120 · Prop Tax Prior Unsecured		0.0
0130 · Unsecured Prop Tax Prior		100.
0140- Supplemental Taxes		4,000.
0150- Supplemental Prior		300.0
1175 · Special Tax Direct Assessm	ients	188,000.
0360- Penalties		3,000.
0400 - Rev Interest		
0430 · Development Fee 4400 · Rev Interest		2,000.
0820 · ST Homeowner Prop Tax re	plief	1,220.
0880 ST Other	enei	1,220.
1060 Grants		304,586.
1128 Federal: USDA (Strike teams	s)	110,000.
1200 Revenue Other Govt.		0.
1321 Transfer from Reserves (Allo	ocated)	0.
1350 Transfer from Reserves (Uni	allocated)	0.
1744 Misc Inspections or Services	, <b>i</b>	0.
1940 Misc Revenue		154,318.
1942 Misc Reimbursement		7,000.
Total Revenue		979,095.4
Expense		
Ţ <u>.</u>	Benefit	0.
300000 · Salaries and Employee B		
300000 · Salaries and Employee B		
300000 · Salaries and Employee B		
300000 · Salaries and Employee B		170,473. 69,280.
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees		170,473. 69,280.
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime		170,473. 69,280. 62,500.
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime 303004 · Stipends		170,473. 69,280. 62,500. 182,000. 1,093.
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime 303004 · Stipends 303020 · Retirement		170,473. 69,280. 62,500. 182,000. 1,093. 20,567.
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime 303004 · Stipends 303020 · Retirement 303021 · O.A.S.D.I. 303022 · Medi Care		0 170,473 69,280 62,500 182,000 1,093 20,567 4,939
303000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees  303002 · Overtime  303004 · Stipends  303020 · Retirement  303021 · O.A.S.D.I.  303022 · Medi Care  303030 · Vacation, Sick, Holiday		170,473. 69,280. 62,500. 182,000. 1,093. 20,567. 4,939. 10,679.
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime 303004 · Stipends 303020 · Retirement 303021 · O.A.S.D.I. 303022 · Medi Care 303030 · Vacation, Sick, Holiday 303040 · Health Insurance	Official	170,473. 69,280. 62,500. 182,000. 1,093. 20,567. 4,939. 10,679. 27,000.
303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime 303004 · Stipends 303020 · Retirement 303021 · O.A.S.D.I. 303022 · Medi Care 303030 · Vacation, Sick, Holiday 303040 · Health Insurance	Official  ce Employer (SUI)	170,473 69,280 62,500 182,000 1,093 20,567 4,939 27,000 5,506
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime 303004 · Stipends 303020 · Retirement 303021 · O.A.S.D.I. 303022 · Medi Care 303030 · Vacation, Sick, Holiday 303040 · Health Insurance	Official  ce Employer (SUI)	170,473. 69,280. 62,500. 182,000. 1,093. 20,567. 4,939. 10,679. 27,000.
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime 303004 · Stipends 303020 · Retirement 303021 · O.A.S.D.I. 303022 · Medi Care 303030 · Vacation, Sick, Holiday 303040 · Health Insurance 303041 · Unemployment Insurance 303060 · Workers' Compensation	Official  ce Employer (SUI)	170,473. 69,280. 62,500. 182,000. 1,093. 20,567. 4,939. 10,679. 27,000. 5,506. 69,627.
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime 303004 · Stipends 303020 · Retirement 303021 · O.A.S.D.I. 303022 · Medi Care 303030 · Vacation, Sick, Holiday 303040 · Health Insurance 303041 · Unemployment Insurance 303060 · Workers' Compensation	official  ce Employer (SUI)  Employer	170,473. 69,280. 62,500. 182,000. 1,093. 20,567. 4,939. 10,679. 27,000. 5,506. 69,627.
300000 · Salaries and Employee B 303000 · Perm Employees/Elect C 303001 · Temporary Employees 303002 · Overtime 303004 · Stipends 303020 · Retirement 303021 · O.A.S.D.I. 303022 · Medi Care 303030 · Vacation, Sick, Holiday 303040 · Health Insurance 303041 · Unemployment Insurance 303060 · Workers' Compensation	official  ce Employer (SUI)  Employer	170,473. 69,280. 62,500. 182,000. 1,093. 20,567. 4,939. 10,679. 27,000. 5,506. 69,627.

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<u>Final Budget</u>	
w/Feb Mods	July 23 - June 24
404022 · Uniforms	8,000.00
404040 · Telephone Co. Vendor Payments	6,940.00
404042 Radio Vendor Payments	0.00
404043 · Dispatch Fees-Contract	2,000.00
404060 · Food & Food Products	1,700.00
404080 · Household Expense-Station Supplies	250.00
404083 - Laundry	200.00
404084 - Expendable Equipment	50.00
404085 · Refuse Disposal	2,000.00
404087 · Exterm / Fumgn Services	
404100 · Insurance Premium 404140 · Manit. Equipment	57,109.88
404142 * Maint. Comm Equipment	1,000.00
404144 · Maint. Computer System/Software	1,000.00
404145 · Maint. Equipment Parts	200.00
404160 · Veh. Maint. Outside labor	16,500.00
404161 · Veh Maint. Parts Direct Charge	6,000.00
404164 · Veh Maint. Tires & Tubes	4,000.00
404180 · Maint Building & Improvements	1,270.00
404183 · Maint. Grounds	200.00
404197 - Maint Building Supplies	1,150.00
404200 · Medical, Dental & Lab Supplies	4,000.00
404220 · Memberships	4,200.00
404260 · Office Expense	1,951.14
404261 · Postage	250.00
404263 · Subscription Newspaper Journals	100.00
404300 · Professional & Specialized Serv	1,000.00
404304 * Agency fee County/ Lafco	410.00
404305 · Audit & Accounting Services	8,750.00
404313 · Legal Services	5,000.00
404322-Medical Exams	5,000.00
404324 · Medical Dental Lab Supplies	500.00
	0.00
404335 - Election Dept Services 404400 · Publications & Legal Notices	500.00
404460 · Equip. Small tools & Instrument	1,650.00
404463 - Equipment Telephone Radio	150.00
404500 · Special Dept. Expense	32,000.00
404502 · Educational Materials	1,700.00
404507 · Fire & Safety Supplies	500.00
404538 - Software	0.00
404539 - Software License	13,000.00
404600 - Transportation & Travel	1,000.00
404602 - Mileage Employee Private auto	0.00

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### **Mosquito Fire Protection District**

<u>Final Budget</u> w/Feb Mods	July 23 - June 24
<u>wiji ca wicas</u>	-
404606 · Fuel Purchases	27,400.00
404609 · Staff Development	0.00
404617 Staff Development Non 1099	0.00
404700 · Utilities	15,000.00
Total 400000 · Services and Supplies	273,631.02
600000 · Fixed Assets	
606020 · Buildings & Grounds	31,950.00
606040 · 606040 Equipment	8,506.00
Total 600000 · Fixed Assets	40,456.00
Contingency & Reserves	
7700 Contingency	41,341.52
7800 Transfer to Reserves	0.00
Total Expense	979,095.49

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# FY 2023-2024 MQT Budget Adjustments/Transfer Summary- 2/22/24

From Sub-Object	Amount		To Sub-Object	Revenue Source or Realign
3020- Retirement	\$6,286.13	>	7700- Contingency	Not expended
3004- Other Comp	\$8,000	>	3021- OASDI (SS)	Realign
3004- Other Comp	\$2,000	>	3022- Medicare	Realign
3004- Other Comp	\$3,000	>	3041- Unemployment Ins-Employer	Realign
3000-Perm Salaries	\$11,500	>	3002- Overtime (Captain Position)	Realign
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