

August 15, 2023 Tuesday @ 6:00 PM  
**SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**  
**DIRECTORS MEETING AGENDA**

Location: Fire Station 82 @ 102 E Main Street, Sierraville, CA 96126

This meeting will be conducted in person and via conference call. Those wishing to attend the meeting by telephone should dial 1-650-479-3208 and enter the meeting number below. Those who wish to attend via video conferencing should use the following link:

<https://sierracountyfireprotectiondistrictno1-771.my.webex.com/sierracountyfireprotectiondistrictno1-771.my/j.php?MTID=mddde8b46ce168ff8ac4b69f6ae37718d>

Meeting No. 2554 452 4695, Passcode: Sierra

**CALL TO ORDER:**

**Roll Call of Directors**

{ } Jeff McCollum, Chairperson    { } Tom Archer    { } Tom Rowson    { } Richard Maddalena  
{ } Candy Hunter    { } Victoria Fisher    { } Tony Commendatore

Quorum Yes/No

**PUBLIC INTRODUCTION:**

**PUBLIC COMMENT:** Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of five minutes.

**CORRESPONDENCE:**

**MINUTES APPROVAL:** Approval of the Minutes: 7/18/23

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of July 31, 2023 **H**
2. Approve Bill Payments **H**
3. Approve Title III Volunteer Incident Disbursements **H**
4. Fire Mitigation Fee Update **H**

**REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:**

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention
3. Update on purchase of battery over hydraulic comby tool and AED (expected in August)
4. Update on Communications, including FEMA AFG (Comms) Grant- no status change since 2/10/23 submission

**PUBLIC HEARING 6:15pm**

The purpose of this public hearing is to receive public comment of the SCFPD#1 2023-2024 Capital Improvement Plan

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

1. Approval of Resolution 2023-6 to Adopt the SCFPD#1 2023-2024 Capital Improvement Plan
2. Approval of Annual Mitigation Fee Report and Request for Increase
3. Approval of Resolution 2023-7 – CALFIRE VFC Grant Agreement 7GF23111, Project Cost \$39,910 and Authorize Director Maddalena to Sign and Execute Said Agreement and Any Amendments on Behalf of the SCFPD#1
4. Discussion/Action – Review of Capital Asset Insurance Coverage
5. Roen Equipment Lease Agreement – Updated Equipment List

6. Review City of Loyalton Fire Protection Services Agreement
7. Discussion/Action to Provide Volunteer Incentives for Recruiting

**ANNOUNCEMENTS AND COMMENTS:** Appointment of Dir. Hunter to Finance Committee to replace Dir. Rowson

**NEXT SCHEDULED MEETING:** September 19, 2023 at 6:00pm in Sierraville

**ADJOURNMENT:**

Key: T – Tabled from previous meeting H –Handout

**THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER, PLEASE CALL 530.604.4013 AHEAD IF YOU NEED ANY ACCOMODATIONS.**



July 20, 2023

**Policy Number:** 9013012-2022

**Policy Dates:** 5/15/2022 to 5/15/2023

Sierra County Fire Protection Dist  
PO BOX 255  
SIERRAVILLE, CA 96126

Dear Policyholder,

Thank you for your assistance with the workers' compensation insurance payroll audit for the above referenced policy period.

Please note, if the terms of your policy required you to pay premium in equal monthly or quarterly installments, then your policy was on a stipulated billing plan. Your monthly or quarterly payments were based on estimated annual payroll. Even though you submitted payroll reports based upon actual payroll, your stipulated bill amount was based on estimated payroll. State Fund calculates final premium based on audited payroll after the conclusion of the policy term. If your audited payroll is different from your estimated payroll, referred to in accounting as a 'true-up', you may see a difference in your final premium.

If the terms of your policy required you to calculate and pay premium based on actual payroll reporting, on a monthly or annual basis, then your policy was on a payroll reporting billing plan. State Fund calculates final premium based on audited payroll after the conclusion of the policy term.

You will receive a final premium statement within a few weeks, after the audit is reviewed.

Please note that the following findings may result in a change of premium:

**NO MATERIAL FINDING:**

Upon review of your payroll records, I found no significant differences in your reported payroll versus the audited payroll.

Please feel free to forward this summary to your accountant, broker, or anyone else who may assist you. If you have any questions regarding this summary, please contact me at your convenience.

Sincerely,

**Matt Pinnell**  
Premium Auditor  
Cell: (530) 223-7828



**Sierra County Fire Protection District # 1**  
**PO Box 255**  
**Sierraville, CA 96126**  
**[www.sierracountyfireprotectiondistrict1.com](http://www.sierracountyfireprotectiondistrict1.com)**

**Directors**  
*Jeff McCollum- Chair*  
*Thomas Archer*  
*Thomas Rowson*  
*Rick Maddalena*  
*Candy Hunter*  
*Victoria Fisher*  
*Tony Commendatore*

August 4, 2023

Kristin Lorenzini  
TriLeaf  
1515 Des Peres Rd., Ste 200  
St Louis, MO 63131

Ms Lorenzini:

On July 24, 2023 you submitted a request for information about three properties in/ near the City of Loyalton. This constitutes our reply to the subject request under the State of California's Public Records Act.

The properties at 307 1<sup>st</sup> Street, and 295 East First Street are both inside the City of Loyalton and not within the boundaries of the Sierra County Fire Protection District #1. The District has no information nor documents relating to these properties relevant to a Phase 1 Environmental Review.

The property at 100 Railroad Avenue was annexed to the District in December 2019. The District has no information nor documents relating to this property before that date that is relevant to a Phase 1 Environmental Review. Since that date, the District is not aware of any incident relevant to the five questions raised in your request.

Sincerely,

*Kelly Champion*

Kelly Champion  
District Clerk  
Sierra County Fire Protection District #1

July 18, 2023 Tuesday @ 6:00 PM **MINUTES**  
**SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**  
**DIRECTORS MEETING AGENDA**

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Meeting No. 2554 452 4695, Passcode: Sierra

**CALL TO ORDER: 6:03 pm**

**Roll Call of Directors**

{X} Jeff McCollum, Chairperson    {X} Tom Archer    {X} Tom Rowson    {X} Richard Maddalena  
{X} Candy Hunter    {X} Victoria Fisher    { } Tony Commendatore **absent**  
Quorum **Yes/No**

**PUBLIC INTRODUCTION:** Volunteer Bed Edwards and Clerk Champion. Chief Connolly absent.

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** Clerk reviewed miscellaneous correspondence.

**MINUTES APPROVAL:** Approval of the Minutes: 6/20/23 **Dir. Rowson moved to approve the minutes; Dir. Hunter seconded. 5 Ayes (McCollum, Archer, Rowson, Maddalena, Hunter.), 1 Abstention (Fisher), 1 Absent (Commendatore), motion passed.**

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of June 30, 2023 **H**
2. Approve Bill Payments **H**
3. Fire Mitigation Fee Update **H**  
**Dir. Archer moved to approve the financial statements and bills; Dir. Fisher seconded. 6 Ayes (McCollum, Rowson, Hunter, Fisher, Archer, Maddalena), 1 Absent (Commendatore), motion passed.**

**REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:**

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention
3. Update on purchase of battery over hydraulic comby tool and AED (expected in August)  
**The Clerk read the Chief's Report from an email. Volunteer Edwards reported a hydrant out of order in Calpine, Chair McCollum reported needing to coordinate with others to mount the siren. It was agreed that incentives should be given to volunteers who recruit new members. Dir. Maddalena working to replace the station storage facility access ramp.**

**UNFINISHED BUSINESS:**

1. Update on Cal OES prepositioning and dozer resource needs (Victoria) **Dir. Fisher reported that the District would be allowed to continue contracting dozers for prepositioning per Chief Connolly, who received consent via text from Steve Sjotvedt, Cal OES Region III Assistant Chief.**
2. TdM Trademark (Tom A) **Dir. Archer made the recommendation to engage in professional services to complete the process. The trademark would be renewed annually and valid for five years.**

3. 501c3 (Rick) **Dir. Maddalena reported that although the communities expressed a lot of support for the idea there was presently no leadership interest to form a charitable organization to support the Tour de Manure.**
4. Sattley Pumphouse (Jeff) **Chair McCollum was working with Sierra Valley Barns and planned to have the shed finished early August.**
5. Comm Grant Update (Kelly) **No update.**  
Approval of Updated Financial Policy and Resolution 2023-05 (Tom R) **Dir. Archer moved to wave the first reading of the updated Financial Policy and adopt; Dir. Rowson seconded. Roll Call Vote: 6 Ayes (McCollum, Rowson, Hunter, Fisher, Archer, Maddalena), 1 Absent (Commendatore), motion passed. Dir. Archer moved to adopt Resolution 2023-05 to update the Financial Policy; Dir. Rowson seconded. Roll Call Vote: 6 Ayes (McCollum, Rowson, Hunter, Fisher, Archer, Maddalena), 1 Absent (Commendatore), motion passed.**
6. Discussion/Action to update Rudy Hoyos and Kelly Champion contracts to coincide with fiscal year (Tom R) **Dir. Archer moved to approve the maintenance contract with Hoyos, which included a cost-of-living increase from \$600 to \$650 monthly and hourly billable rate from \$25 to \$35; Dir. Hunter seconded. Roll Call Vote: 6 Ayes (McCollum, Rowson, Hunter, Fisher, Archer, Maddalena), 1 Absent (Commendatore), motion passed. Dir. Archer moved to approve the clerical contract with Champion as presented, which included a cost-of-living increase from \$2,600 to \$2,800 monthly; Dir. Hunter seconded. Roll Call Vote: 6 Ayes (McCollum, Rowson, Hunter, Fisher, Archer, Maddalena), 1 Absent (Commendatore), motion passed.**
7. District Staffing (Tom R) **Dir. Rowson introduced the need for a paid Chief and/or duty officers Monday through Friday. There was discussion regarding stipends for responding to calls.**
8. Loyalton Pines Water Development (Tom R) **Dir. Maddalena reported that the Belli property was not currently an option to lease for the installation of a water storage tank.**

#### **NEW BUSINESS:**

1. 2023-24 Update of Capital Investment Plan (potential appointment of committee) **The Directors discussed the processes and costs related to capital projects, and the need to seek grant funding. It was noted that Station 82 would benefit from ADA bathroom upgrades, showers and a sleeping area.**

**Dir. Hunter excused herself from the meeting at 8:00 pm. She noted that she will be working to update policies to change where there was a reference to "Commission" and "Commissioners", and update to "Board of Directors" and "Directors".**

2. Approval of Annual Audit Contract with Zach Pehling, CPA not to Exceed \$4,400  
**Dir. Archer moved to approve the contract with Zach Pehling; Dir. Rowson seconded. 6 Ayes (McCollum, Rowson, Hunter, Fisher, Archer, Maddalena), 1 Absent (Commendatore), motion passed.**

**ANNOUNCEMENTS AND COMMENTS: Chair McCollum and Dir. Rowson both announced they will not be in attendance at the August meeting.**

**NEXT SCHEDULED MEETING: August 15, 2023 at 6:00pm in Sierraville**

**ADJOURNMENT: 8:30 pm**

Key: T – Tabled from previous meeting H – Handout

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## **SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**

### **PUBLIC HEARING NOTICE**

August 15, 2023 Tuesday @ 6:15 PM

Location: Fire Station 82 @ 102 E Main Street, Sierraville, CA 96126

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Meeting No. 2554 452 4695, Passcode: Sierra

### **SCFPD#1 2023-2024 Capital Improvement Plan**

The purpose of this Public Hearing is to hear public comment on the SCFPD#1 2023-2024 Capital Improvement Plan. Copies of the SCFPD#1 2022-2023 Capital Improvement Plan are available upon request by contacting Kelly Champion, District Clerk at (530) 604-4013, PO Box 255, Sierraville, CA 96126, [sierracountyfire1@gmail.com](mailto:sierracountyfire1@gmail.com).

Date Noticed: August 4, 2023

**2022/2023 CAPITAL IMPROVEMENT PLAN**  
**SIERRA COUNTY FIRE PROTECTION DISTRICT #1**

Pursuant to Section 66006 of Government Code, the District is required to annually make available to the public specific information related to the prior year's activity for development impact fees within 180 days after the last day of each fiscal year.

Sierra County Fire Protection District #1 collects development impact fees within Fire District boundaries which includes the nincorporated communities of Sierraville, Sattley, Calpine, Sierra Brooks, Loyalton Pines, Long Valley and Verdi and neighboring ranches, farms, and recreation attractions. Development Impact Fees were first approved by the Sierra County Fire District Board of Commissioners and the Sierra County Board of Supervisors in 2011.

The content of this report will outline the spending plan for those fees collected up to and including fiscal year ending 6/30/2023 as well as 5 year projections.

*An annual inventory of fee collection and projects funded since the imposition of the District's Impact Fee is available upon request.*

**FIRE IMPACT FEE SCHEDULE**

An updated Fire Impact Fee Nexus Study was completed by Hansford Economic Consulting and approved by the Sierra County Fire Protection District Board of Commissioners and the Sierra County Board of Supervisors in 2020. The complete Study is available online at [www.sierracountyfireprotectiondistrict1.org](http://www.sierracountyfireprotectiondistrict1.org) or by calling (530)604-4013.

The purpose of the Fire Impact Fees is to finance public facilities and equipment as described. A detailed list of applicable structure and use projects are outlined in Appendix A of the 2020 Impact Fee Study, and available at [www.sierracountyfireprotectiondistrict1.org](http://www.sierracountyfireprotectiondistrict1.org) or by calling (530)604-4013.

**PLANNED FACILITIES, APPARATUS, VEHICLE & EQUIPMENT**

ADA Building Compliance/Bathroom Remodel-Station 82 Sierraville	\$	50,000
Upstairs Completion/ADA Compliance/Exterior Access-Station 84 Calpine	\$	170,000
New 3 Bay Station & Maintenance Facility-Sattley	\$	1,070,977
Replacement Water Tenders (2)	\$	650,000
Command Vehicle - Purchased 6/2021	\$	4,023
Type II Engine - Purchased 9/2021	\$	12,000
Rescue 4WD Vehicle UTV Truck Style/Stokes EMS Equipment	\$	45,000
Well/Water Storage Tank-Loyalton Pines Area	\$	60,000
Dog Valley Fire Lane - Completed 8/2020	\$	5,000
	<u>\$</u>	<u>2,067,000</u>

Current Fee	Proposed Fee
\$2.02	\$2.08

*\*Fees are adjusted annually according to the Engineering News Record San Francisco Construction Cost Index March to March for a July 1 implementation not to exceed 3%. March 2022-March 2023*



**SIERRA COUNTY FIRE PROTECTION DISTRICT #1 - IMPACT FEE EXPENDITURE SUMMARY & 3-YEAR PROJECTION**

Following is an account of the 2022/2023 impact fee collection and expenditure detail through June 30th, 2023 with projected 2023-2026

	ACTUAL 2022/2023	PROJECTED 2023/2024	PROJECTED 2024/2025	PROJECTED 2025/2026	PROJECTED 2026/2027	PROJECTED 2027/2028
Beginning Fund Balance	\$ 46,426	\$ 66,377	\$ 46,377	\$ 26,377	\$ 25,710	\$ 35,710
Annual Fees Collected	\$ 27,233	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Interest Earned						
Adjustment						
Adjustment to reverse 21/22 accrued revenue never received	\$ (4,820)					
Adjustment to reduce for double accrual of 20/21 fee	\$ (2,462)					
Refunds						
<b>Total Revenue</b>	<b>\$ 66,377</b>	<b>\$ 76,377</b>	<b>\$ 56,377</b>	<b>\$ 36,377</b>	<b>\$ 35,710</b>	<b>\$ 45,710</b>
<b>Annual Expenditures</b>						
Station 82 - ADA Bldg						
Compliance/Bathroom Remodel		\$ 50,000				
Station 84 - Upstairs Completion/ADA		\$ 170,000				
Compliance/Exterior Access		\$ 1,044,770				
Station 83-New 3 bay Maint. Fac./Fire Stn.		\$ 4,023				
Command Vehicle - Purchased 5/11/21		\$ 650,000				
Replacement Water Tenders (2)		\$ 45,000				
Rescue UTV/Stokes EMS Equip.		\$ 5,000				
Type II Engine - Purchased 9/29/21						
Well/Water Storage Tank		\$ 60,000	\$ 30,000	\$ 30,000		
Dog Valley Fire Lane Completed 8/20/20		\$ 5,000				
CIP & Impact Fee Analysis Update		\$ 33,207		\$ 10,667		
Office Expense/Bank Fees		\$ -				
<b>Total Expenditures by Year</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 10,667</b>	<b>\$ -</b>	<b>\$ -</b>
<b>IMPACT FEE BALANCE</b>	<b>\$ 66,377</b>	<b>\$ 46,377</b>	<b>\$ 26,377</b>	<b>\$ 25,710</b>	<b>\$ 35,710</b>	<b>\$ 45,710</b>

\*20/21 adjustments reflect \$1280 uncollected on permit and \$145 adjustment between Building Dept. & Auditor. 21/22 adjustments reflect anticipated payment of uncollected fees from prior years per Building Dept. internal audit. All prior uncollected fees have been invoiced through County Auditor.



Sierra County Fire Protection District # 1  
PO Box 255  
Sierraville, CA 96126  
[www.sierracountyfireprotectiondistrict1.com](http://www.sierracountyfireprotectiondistrict1.com)

**Directors**  
*Jeff McCollum— Chair*  
*Camdy Hunter- Vice Chair*  
*Rick Maddalena*  
*Thomas Archer*  
*Tom Rowson*  
*Victoria Fisher*  
*Tony Commendatore*

## RESOLUTION 2023-06

### A RESOLUTION OF THE BOARD OF DIRECTORS ADOPTING 2023-2024 CAPITAL IMPROVEMENT PLAN

**WHEREAS**, the Board of Directors desire to adopt a Capital Improvement Plan (the Plan herein) identifying capital improvements, acquisitions, repair and replacement of District Capital Assets, including Fire Stations, Apparatus and Equipment, necessary for the performance of Fire Protection and the performance and rendering of Emergency Medical Services to the communities and persons within District jurisdictional boundaries, and

**WHEREAS**, the Plan will inform and provide a Nexus for the future establishment, amendment or increase of Fire Mitigation Fees to fund fire protection facilities, apparatus and equipment necessary to mitigate the impact of new development throughout the District,

**BE IT HEREBY RESOLVED**, as follows:

1. That Notice of Public Hearing regarding the Capital Improvement Plan was duly and properly posted in advance and that said Notice was prominently posted in multiple places within the District's jurisdiction.
2. That the Capital Improvement Plan, attached as **Exhibit A**, is hereby Approved, and Adopted, this \_\_\_\_ Day of \_\_\_\_\_, 2023 at the Regular Meeting of the Board of Directors of the Sierra County Fire Protection District #1, by the following Roll Call vote:

**AYES:** \_\_\_\_\_

**NOES:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
Candy Hunter, Vice-Chair (Acting Chair)

**ATTEST:**

\_\_\_\_\_  
Kelly Champion, District Clerk



**Sierra County Fire Protection District # 1**  
**PO Box 255**  
**Sierraville, CA 96126**  
[www.sierracountyfireprotectiondistrict1.com](http://www.sierracountyfireprotectiondistrict1.com)

**Directors**

*Jeff McCollum– Chairman*  
*Rick Maddalena*  
*Thomas Archer*  
*Tom Rowson*  
*Candy Hunter*  
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*Tony Commendatore*

Sierra County Board of Supervisors  
P.O. Drawer D  
Downieville, CA 95936

August 15, 2023

- RE: A) FY 23/24 Capital Investment Plan  
B) FY 22/23 Annual Report on Fire Mitigation Fee Collection and Expenditures  
C) Request for Adoption of Fee Escalation to Account for Inflation

Dear Supervisors:

**Revised Capitol Investment Plan:** Following a public hearing held on August 15, 2023, the Sierra County Fire Protection District #1 (the District) adopted the attached revised Capitol Investment Plan by Resolution 2023-06. The adopted plan and resolution are attached as Exhibits A and B.

**Annual Report:** Consistent with Sierra County Resolution 2021-018, the District hereby submits the following report of Fire Mitigation Fees collection and expenditures:

Balance Brought Forward July 1 2022:	\$46,426
Previous Period Adjustments (Reduction)	(\$7,282)
Amount Held Longer Than 5 Years:	<i>none</i>
FY 22/23 Collections Received from Builders:	\$27,233
Expenditures Made with Mitigation Fees in FY 22/23:	<i>none</i>
Net Receipts Pooled for Future Investments:	\$66,377

**Request for Fee Increase:** Consistent with the Sierra County Resolution 2021-018 and County processes clarified in March of 2022 leading to Resolution No. 2022-031, the District requests the fire mitigation fee be increased by 3.01% from \$2.02 per building square foot to \$2.08 per square foot to adjust for inflation in accordance with the Fire Development Impact Fee Nexus Study prepared by Hansford Economic Consulting, dated July 15, 2020 and Sierra County Resolution 2021-018. The Engineering News Record, San Francisco Construction Cost Index March 2022 to March 2023 percentage change is 3.01%. Sierra County Resolution No. 2021-018 caps the fee increase at 3% which is not relevant this year. The District asks that the Public Hearing on the fee increase be held in the Eastern part of the County to maximize the opportunity for public and District participation.

Respectfully,

Candy Hunter, Vice-Chair  
Sierra Co. FPD #1

**2022/2023 CAPITAL IMPROVEMENT PLAN**  
**SIERRA COUNTY FIRE PROTECTION DISTRICT #1**

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Current Fee	Proposed Fee
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**SIERRA COUNTY FIRE PROTECTION DISTRICT #1 - IMPACT FEE EXPENDITURE SUMMARY & 3-YEAR PROJECTION**

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Adjustment to reverse 21/22 accrued revenue never received	\$ (2,462)					
Adjustment to reduce for double accrual of 20/21 fee Refunds						
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Station 84 - Upstairs Completion/ADA Compliance/Exterior Access			\$ 170,000			
Station 83-New 3 bay Maint. Fac./Fire Stn.			\$ 1,044,770			
Command Vehicle - Purchased 5/11/21			\$ 4,023			34%
Replacement Water Tenders (2)			\$ 650,000			
Rescue UTV/Stokes EMS Equip.			\$ 45,000			
Type II Engine - Purchased 9/29/21			\$ 5,000			100%
Well/Water Storage Tank			\$ 60,000	\$ 30,000	\$ 30,000	100%
Dog Valley Fire Lane Completed 8/20/20			\$ 5,000			100%
CIP & Impact Fee Analysis Update			\$ 33,207	\$ 10,667		100%
Office Expense/Bank Fees			\$ -			
<b>Total Expenditures by Year</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 10,667</b>	<b>\$ -</b>	<b>\$ -</b>
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**BEFORE THE BOARD OF DIRECTORS OF THE  
SIERRA COUNTY FIRE PROTECTION DISTRICT #1  
COUNTY OF SIERRA, STATE OF CALIFORNIA**

**IN THE MATTER OF:**

**Resolution Number: 2023-7**

**Approving the Department of Forestry and Fire Protection Agreement # 7GF23111** for services from the date of last signatory on page 1 of the Agreement to June 30, 2024 under the Volunteer Fire Capacity Program of the Cooperative Forestry Assistance Act of 1978.

**BE IT RESOLVED** by the Board of Directors of the Sierra County Fire Protection District #1, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Capacity Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2023-24 up to and no more than the amount of \$19,955.00.

**BE IT FURTHER RESOLVED** that Richard Maddalena, Director of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the Sierra County Fire Protection District #1.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Sierra County Fire Protection District #1, at a regular meeting thereof, held on the 15th day of August, by the following vote:

AYES:

\_\_\_\_\_  
Signature, Board of Directors Member

NAYS:

ABSENT:

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature, Board of Directors Member

\_\_\_\_\_  
Printed Name and Title

-----**CERTIFICATION OF RESOLUTION**-----

**ATTEST:**

I \_\_\_\_\_, Clerk of the \_\_\_\_\_,  
County of \_\_\_\_\_ California do hereby certify that this is a true and  
correct copy of the original Resolution Number \_\_\_\_\_.

WITNESS MY HAND OR THE SEAL OF THE \_\_\_\_\_, on  
this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**OFFICIAL SEAL  
OR NOTARY CERTIFICATON**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
District Clerk, Sierra County Fire Protection District #1

**State of California  
Department of Forestry and Fire Protection (CAL FIRE)  
Cooperative Fire Protection  
GRANT AGREEMENT**

**APPLICANT:**

**PROJECT TITLE:** Volunteer Fire Capacity

**GRANT AGREEMENT:** 7GF23111

**PROJECT PERFORMANCE PERIOD is from date upon approval through June 30, 2024.**

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Department of Forestry & Fire Protection, agrees to fund the project up to the total state grant amount indicated.

**PROJECT DESCRIPTION:** Cost-share funds awarded to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection.

**Total State Grant not to exceed \$ 19,955.00** (or project costs, whichever is less).

*\*The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

**STATE OF CALIFORNIA  
DEPARTMENT OF FORESTRY  
AND FIRE PROTECTION**

Applicant	
By Signature of Authorized Representative	By Title: <b>David Scheurich</b> <b>Staff Chief, Cooperative Fire Programs</b>
Title	
Date	Date

**CERTIFICATION OF FUNDING**

GRANT AGREEMENT NUMBER	PO ID	SUPPLIER ID
FUND <b>0001</b>	FUND NAME General Fund	
PROJECT ID 354023DG2012166	ACTIVITY ID SUBGNT	AMOUNT OF ESTIMATE FUNDING <b>\$ \$19,955.00</b>
GL UNIT 3540	BUD REF 001	CHAPTER 12
PROGRAM NUMBER 9999000FED	ENY <b>2023</b>	ADJ. INCREASING ENCUMBRANCE <b>\$ 0.00</b>
ACCOUNT 5340580	ALT ACCOUNT <b>5340580002</b>	ADJ. DECREASING ENCUMBRANCE <b>\$ 0.00</b>
REPORTING STRUCTURE 35409206	SERVICE LOCATION 92750	UNENCUMBERED BALANCE <b>\$ \$19,955.00</b>

**I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.**

\_\_\_\_\_  
Signature of CAL FIRE Accounting Officer

\_\_\_\_\_  
Date

**VOLUNTEER FIRE CAPACITY PROGRAM  
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA  
Natural Resources Agency

Agreement for the Volunteer Fire Capacity Program of the  
Cooperative Forestry Assistance Act of 1978

THIS AGREEMENT, made and entered between the STATE of California, acting through the Director of the Department of Forestry and Fire Protection hereinafter called "STATE", and \_\_\_\_\_ hereinafter called "LOCAL AGENCY", covenants as follows:

RECITALS:

1. STATE has been approved as a passthrough agent of the United States Department of Agriculture, (USDA), Forest Service for the purpose of administering the Volunteer Fire Capacity program in California, hereinafter referred to as VFC, authorized by the Cooperative Forestry Assistance Act (CFAA) of 1978 (PL 95-313, 92 Stat 365, 16 U.S.C. 2106), as amended.
2. This is a subaward under the 2023 Volunteer Fire Capacity Grant #23-DG-11052012-166 awarded to STATE by the Forest Service on August 3, 2023. The Federal Assistance Listing for the award is 10.698, Cooperative Forestry Program. This subaward is funded solely with Federal funds and is subject to the Office of Management and Budget (OMB) guidance in subparts A through F of 2 CFR Part 200, as adopted and supplemented by the USDA in 2 CFR Part 400, and under certain terms and conditions to LOCAL AGENCY to assist LOCAL AGENCY to upgrade its fire protection capability.
3. LOCAL AGENCY desires to participate in said VFC and agrees to the terms and conditions specified in the Procedural Guide for Volunteer Fire Capacity Program 2023.

NOW THEREFORE, it is mutually agreed between the parties as follows:

4. **APPROVAL:** This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. LOCAL AGENCY may not commence performance until such approval has been obtained.
5. **INCORPORATION:** The Procedural Guide for Volunteer Fire Capacity Program 2023, submitted Application for Funding and associated Grant Assurances are hereby incorporated by reference as part of the Grant Agreement.
6. **TIMELINESS:** Time is of the essence in this Agreement.
7. **FORFEITURE OF AWARD:** LOCAL AGENCY must return this Agreement and required resolution properly signed and executed to STATE at the email address specified in paragraph 12, with a timestamp no later than December 1, 2023 or LOCAL AGENCY will forfeit the funds.



8. **GRANT AND BUDGET CONTIGENCY CLAUSE:** It is mutually understood between the parties that this **Agreement** may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the **Agreement** were executed after that determination was made.

This **Agreement** is valid and enforceable only if sufficient funds are made available to the STATE by the United States Government for the **State Fiscal Year 2023** for the purpose of this program. In addition, this **Agreement** is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this **Agreement** in any manner.

The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this **Agreement** shall be amended to reflect any reduction in funds.

The STATE has the option to invalidate the **Agreement** under the 30-day cancellation clause or to amend the **Agreement** to reflect any reduction in funds.

9. **REIMBURSEMENT:** STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **\$19,955.00** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2024.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the e-mail address specified in paragraph 12, with a timestamp no later than September 1, 2024 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.
10. **LIMITATIONS:** Expenditure of the funds distributed by STATE herein is subject to the same limitations as placed by the VFC, upon expenditure of United States Government Funds. Pursuant to 2CFR200.313 Equipment, subject to the obligations and conditions set forth in that section; title to any equipment and supplies acquired under this **Agreement** vests with the LOCAL AGENCY. For any equipment items over \$5,000, the federal government may retain a vested interest in accordance with paragraph 17 below.
11. **MATCHING FUNDS:** Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "VFC Funds", shall be matched by LOCAL AGENCY on a dollar-for-dollar basis, for each project listed on attachment(s) hereto identified as "Proposed Project". No amount of unpaid "contributed" or "volunteer" labor or services shall be used or consigned in calculating the matching amount "actually spent" by LOCAL AGENCY.

LOCAL AGENCY shall not use VFC Funds as matching funds for other federal grants, including Department of Interior (USDI) Rural Fire Assistance grants, nor use funds from other federal grants, including USDI Rural Fire Assistance grants, as matching funds for VFC Funds.

12. **ADDRESSES:** The mailing addresses of the parties hereto under the terms of the Agreement are:

LOCAL AGENCY: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Attention: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

E-mail \_\_\_\_\_

STATE:

**Department of Forestry and Fire Protection  
 Grants Management Unit, Attn: Megan Esfandiary  
 P. O. Box 944246  
 Sacramento, California 94244-2460  
 PHONE: (916) 894-9845  
 E-MAIL: [Megan.Esfandiary@fire.ca.gov](mailto:Megan.Esfandiary@fire.ca.gov)**

13. **PURPOSE:** Any project to be funded hereunder must be intended to specifically assist LOCAL AGENCY to organize, train, and/or equip local firefighting forces in the aforementioned rural area and community to prevent or suppress fires which threaten life, resources, and/or improvements within the area of operation of LOCAL AGENCY. Project funds are not to be used for research and development.
14. **COMBINING:** In the event funds are paid for two or more separate, but closely related projects, the 50/50 cost-sharing formula will be applied to the total cost of such combined projects.
15. **OVERRUNS:** In the event that the total cost of a funded project exceeds the estimate of costs upon which this Agreement is made, LOCAL AGENCY may request additional funds to cover the **Agreement** share of the amount exceeded. However, there is no assurance that any such funds are, or may be, available for reimbursement. Any increase in funding will require an amendment.
16. **UNDERRUNS:** In the event that the total cost of a funded project is less than the estimate of costs upon which this **Agreement** is made, LOCAL AGENCY may request that additional eligible projects/items be approved by STATE for **Agreement** funding. However, there is no assurance that any such approval will be funded. Approval of additional projects/items, not listed on the Proposed Project application, made by STATE, will be in writing and will require an amendment.
17. **FEDERAL INTEREST IN EQUIPMENT:** The Federal Government has a vested interest in any item purchased with VFC funding in excess of \$5,000 regardless of the length of this **Agreement**, until such time as the fair market value is less than \$5,000. The VFC percentage used to purchase the equipment will be applied to the sale price and recovered for the Government during the sale. This percentage will remain the same even following depreciation. The Federal Government may not have to be reimbursed if the disposal sale amounts to a fair market value of less than \$5,000. LOCAL AGENCY will notify STATE of the disposal of such items.

18. EQUIPMENT INVENTORY: Any single item purchased in excess of \$5,000 will be assigned an VFC Property Number by the STATE. LOCAL AGENCY shall forward a copy of the purchase documents listing the item, brand, model, serial number, any LOCAL AGENCY property number assigned, and a LOCAL AGENCY contact and return address to STATE at the address specified in paragraph 12. The STATE will advise the LOCAL AGENCY Contact of the VFC Property Number assigned.
19. AUDIT: LOCAL AGENCY agrees that the STATE, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this **Agreement**. LOCAL AGENCY agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated. LOCAL AGENCY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, LOCAL AGENCY agrees to include a similar right of the State of California to audit records and interview staff in any subcontract related to performance of this **Agreement**. (GC 8546.7, PCC 10115 et seq., CCR Title 2, Section 1896).
20. DISPUTES: In the event of any dispute over qualifying matching expenditures of LOCAL AGENCY or audit findings, the dispute will be decided by STATE and its decision shall be final and binding.
21. MONITORING: LOCAL AGENCY agrees to the monitoring of activities as necessary by STATE to ensure that the award is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the agreement; and that performance goals are achieved.
22. INDEMNIFICATION: LOCAL AGENCY agrees to indemnify, defend, and save harmless, the STATE, its officers, agents, and employees, from any and all claims and losses, accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this **Agreement**, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by LOCAL AGENCY in the performance of this **Agreement**.
23. CIVIL RIGHTS: LOCAL AGENCY agrees to comply with civil rights requirements as detailed in the Complying With Civil Rights Requirements brochure (FS-850) and the And Justice For All poster (AD-475A). The poster is to be placed at all public point of contact/reception areas.
24. DRUG-FREE WORKPLACE REQUIREMENTS: LOCAL AGENCY will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
  - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
  - b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed **Agreement** will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the **Agreement**.

Failure to comply with these requirements may result in suspension of payments under the **Agreement** or termination of the **Agreement** or both and LOCAL AGENCY may be ineligible for funding of any future State **Agreement** if the department determines that any of the following has occurred: (1) the LOCAL AGENCY has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

25. **TERM**: The term of the **Agreement** SHALL COMMENCE ON THE LAST SIGNATORY DATE ON PAGE 1 and continue through June 30, 2024.
26. **TERMINATION**: This **Agreement** may be terminated by either party giving 30 days written notice to the other party or provisions herein amended upon mutual consent of the parties hereto.
27. **AMENDMENTS**: No amendment or variation of the terms of this **Agreement** shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or **Agreement** not incorporated in the **Agreement** is binding on any of the parties.
28. **INDEPENDENT CONTRACTOR**: LOCAL AGENCY, and the agents and employees of LOCAL AGENCY, in the performance of this **Agreement**, shall act in an independent capacity and not as officers or employees or agents of the STATE or the Federal Government.
29. **INDIRECT RATE**: LOCAL AGENCY may not assess an indirect rate in excess of their Federally approved Negotiated Indirect Cost Rate Agreement (NICRA), a de minimis rate if LOCAL AGENCY does not have an approved NICRA, or the VFC program cap rate of 10%, whichever is lesser. LOCAL AGENCY may also elect not to assess an indirect rate. The approved indirect cost rate at the time of execution is 0%.

30. MEDIA: LOCAL AGENCY shall acknowledge STATE and USDA Forest Service support in any publications, audiovisuals and electronic media developed as a result of this award.

It is encouraged to give public notice of the receipt of this award and announce progress and accomplishments, acknowledging STATE and USDA Forest Service support. Follow direction in USDA Supplemental 2 CFR 415.2.

31. ASSIGNMENT: This Agreement is not assignable by LOCAL AGENCY either in whole or in part.

California Department of Forestry and Fire Protection  
2023-2024 Application for Funding Cooperative  
Forestry Assistance Act of 1978  
Volunteer Fire Capacity (VFC) Program  
Agreement # 7GF23111



**A. Department/Organization**

Organization Name: SIERRA COUNTY FIRE PROTECTION DISTRICT #1

Contact's First Name: RICHARD Contact's Last Name: MADDALENA

Street Address: 102 EAST MAIN STREET

Mailing Address: P.O. BOX 114

City: SIERRAVILLE County: Sierra  Zip Code: 96126

State: California CAL FIRE Unit: NEU - Nevada-Yuba-Placer Unit

Phone Number: (530) 906-5081 Email Address: sierracountyfire1@gmail.com

Unique Entity ID: F86JMA1VY3A7

To check to see what your UEI Number is, or to apply for one, please visit the [SAM.GOV](http://SAM.GOV) website.

**B. Area to be served by award (include areas covered by contract or written mutual aid agreements).**

Number of Communities: 5 Area: 514.90 square miles

Congressional District #: CA-3

Population: 1,100 Annual Budget: \$ 193.00

Latitude N 39 ° 58 ' 92 " Longitude W 120 36 66 "

(Latitude must be between 32 and 42 degrees. Longitude must be between 114 and 125 degrees. Latitude and Longitude minutes and seconds must be between 0 and 60. Use a central point in the Applicant's service area for the general area covered by the project).

All projects **MUST** have a project area.

**C. Activity: Annual number of emergency incidents.**

Fire: 11 + EMS: 33 + Other: 8 = Total: 52

**D. Indian Tribal Community (If project includes an Indian Tribal Community, please provide):**

Population: Size (acres): # of structures:

Distance to nearest fire station (miles):

**CAL FIRE USE ONLY (Formula-driven)**

Total Application Request (up to 50%; \$500 minimum, \$20,000 maximum)

Project Total Cost: \$ 39,910.00

Amount Funded for this Agreement: \$19,955.00 *ME*

**E. Proposed Project (List individual items for funding. Include tax and shipping in unit cost):**

	Type	Item	Quantity	Unit Cost	Item Total
1.	Safety - Structural	Turnout Jacket	10	\$ 1,604.00	\$ 16,040.00
2.	Safety - Structural	Turnout Pants	10	\$ 1,229.00	\$ 12,290.00
3.	Safety - Structural	Helmit	10	\$ 430.00	\$ 4,300.00
4.	Safety - Structural	Hood	10	\$ 49.00	\$ 490.00
5.	Safety - Structural	Gloves	16	\$ 115.00	\$ 1,840.00
6.	Safety - Structural	Boots	10	\$ 495.00	\$ 4,950.00
7.					\$ 0.00
8.					\$ 0.00
9.					\$ 0.00
10.					\$ 0.00
11.					\$ 0.00
12.					\$ 0.00
13.					\$ 0.00
14.					\$ 0.00
15.					\$ 0.00
16.					\$ 0.00
17.					\$ 0.00
18.					\$ 0.00
19.					\$ 0.00
20.					\$ 0.00
21.					\$ 0.00
22.					\$ 0.00

**F. CAL FIRE USE ONLY (Formula-Driven)**

Project Total Cost: \$ 39,910.00



**G. Additional Information. 1. Briefly describe the area to be served: fire protection system, water system, equipment, facilities, staffing, hazards, etc. and purpose of proposed project. 2. How will the request(s) maintain or bring your organization into compliance with NFPA 1977? (Limited to space below)**

Sierra Co. FPD 1 provides structure fire protection and EMS support to the residents of and visitors to the eastern portion of Sierra County (excluding the City of Loyalton). The all volunteer District has 3 Type 1 engines, 1 Type 2 engine, 2 Type 3 engines, one Type 6 engine, 3 Type 1 Water Tenders, and 2 Light Rescues working out of 3 fire stations in our larger communities (Sierraville, Sattley, Calpine). The District also provides Structure protection near Loyalton via a contract with that City for \$54,000 per year and to the communities in Long Valley and Verdi CA via a contract with Truckee Meadows FPD for \$48,000 per year (Washoe County).

The District's annual budget (after these contract cost, insurance, fleet maintenance, clerical support, training, utilities, and fuel) allows approximately \$12,000 to \$18,000 year for equipment and PPE. A priority has been placed on meeting NFPA 1977 for wildland PPE and training.

Our structure PPE is largely made up of donated turnouts from paid fire Districts in Truckee and North Tahoe. The gear looks ok and we appreciate the support, but often the gear is a bit tattered, poorly sized and not in compliance with NFPA. This grant is asking for help to get 10 sets of compliant structure PPE accomodating 1/2 of our volunteers.

In addition to the original request(s), Applicants may list alternative projects for excess or unused funds, which the State will review during the initial application process. The State will determine which of the Applicant's projects are eligible for funding if excess or unused funds become available. Upon advance written approval by the State, the applicant may use additional/excess funding up to the contract maximum amount to purchase State approved items in listed order of priority on their application.

Deviations from the original application are considered an amendment and require prior approval before the amended expenditures can be made.

**The funds will be only for those projects accomplished and/or items purchased between Agreement Approval Date and June 30, 2024. The Recipient agrees to provide CAL FIRE with itemized documentation of the Agreement project expenditures and bill CAL FIRE as soon as the project is complete, but no later than September 1, 2024.**

The Recipient gives CAL FIRE or any authorized representative access to examine all records, books, papers, or documents relating to the Agreement. The Recipient shall hold harmless CAL FIRE and its employees for any liability or injury suffered through the use of property or equipment acquired under this Agreement. The applicant certifies that to the best of the applicant's knowledge and belief, the data in this application is true.

I certify that the above and attached information is true and correct:



5/2/2023

Original Signature Required: Grantee's Authorized Representative

Date Signed

Printed Name: RICHARD MADDALENA

Title: DIRECTOR

Executed on: 04/30/2023  
Date

at SIERRAVILLE, CA  
City

Grant Assurances for Cooperative Forestry Assistance Act of 1978  
Volunteer Fire Capacity (VFC)

Organization Name: SIERRA COUNTY FIRE PROTECTION DISTRICT #1

Contact's First Name: RICHARD

Contact's Last Name: MADDALENA

Street Address: 102 EAST MAIN STREET

Mailing Address: P.O. BOX 114

City: SIERRAVILLE

County: Sierra

Zip Code: 96126

State: California

CAL FIRE Unit: NEU - Nevada-Yuba-Placer Unit



Phone Number: (530) 906-5081

Email Address: sierracountyfire1@gmail.com

UEI Number: F86JMA1VY3A7

As the duly authorized representative of the applicant, I certify that the applicant named above:

1. Has the legal authority to apply for the Volunteer Fire Capacity grant, of the Cooperative Forestry Assistance Act of 1978 and has the institutional, managerial and financial capability to ensure proper planning management, and completion of the grant.
2. Will assure that grant funds are used only for items requested and approved in the application.
3. Assures that all wildland fire response employees (full-time, part-time, or volunteer) are fully equipped with appropriated wildland fire response personal protective equipment that meets NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, and are trained to a proficient level in the use of the personal protective equipment. Wildland fire suppression safety clothing, and equipment includes:
  - Safety helmet
  - Goggles
  - Ear Protection
  - Fire-resistant (i.e. Nomex) hood, shroud, or equivalent face and neck protection
  - Fire-resistant (i.e. Nomex) shirt and pants
  - Gloves
  - Safety work boots
  - Wildland fire shelter
  - Communications Equipment
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have a family, business or other ties.
6. Will comply with all applicable requirements of all other Federal laws, Executive orders, regulations, Program and Administrative requirements, policies, and other requirements governing this program.
7. Will comply with USDA Forest Service Civil Rights requirements.

See the Forest Service Civil Rights literature on their web page.

8. Understands that failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

In compliance with NFPA 1977 and trained in the use of Wildland PPE.

Not in compliance with NFPA 1977, but applying for grant funding to purchase Wildland PPE and/or provide required training.

The undersigned represents that he/she is authorized by the above named applicant to enter into this agreement for and on behalf of the said applicant.

Printed Name of Authorized Agent: RICHARD J. MADDALENA

Signature of Authorized Agent: 

Title of Authorized Agent: DIRECTOR

Date: 05/01/2023

**Submission requires an unsigned and signed application.**

1. Please complete and save an **unsigned** application.
2. In addition, please **sign and date** an application (electronic or wet signature OK).
3. On one email, please attach both the **unsigned** and **signed** applications and submit to [CALFIRE.GRANTS@FIRE.CA.GOV](mailto:CALFIRE.GRANTS@FIRE.CA.GOV).

**Electronic copies must be submitted by May 4, 2023 at 11:59pm.**

Sierra County FPD #1 - Property & IM SOV - 2023 - PROPERTY SCHEDULE

Loc#	Description	Yr Last Updated	Stories	Sq. Ft.	Street	City	State	Zip	Building	Contents
1-1	Fire Station				102 East Main Street	Sierraville	CA	96126	\$ 1,300,000.00	\$ 118,976.00
1-2	Storage				102 East Main Street	Sierraville	CA	96126	\$ 5,408.00	\$ 8,653.00
1-3	Fire Station				102 East Main Street	Sierraville	CA	96126	\$ 1,200,000.00	\$ 70,304.00
2-1	Fire Station				156 Main Street, Highway 89	Calpine	CA	96124	\$ 800,000.00	\$ 11,898.00
3-1	Storage/Station				129 County Road	Calpine	CA	96124	\$ 1,800,000.00	\$ 88,691.00
4-1	Radio Tower				Beckworth Peak	Portola	CA	96122	\$ 11,898.00	\$ -
5-1	Radio Tower				Harding Point	Sierraville	CA	96126	\$ 11,898.00	\$ -
6-1	Radio Tower				Yuba Pass	Sattley	CA	96124	\$ 11,898.00	\$ -
7-1	Radio Tower				Babbit Lookout	Loyalton	CA	96118	\$ 14,061.00	\$ -
									\$ -	\$ -
									\$ -	\$ -
									\$ 5,155,163.00	\$ 298,522.00

Please fill in the missing information above.

PLEASE STRIKE THROUGH ANY BUILDINGS ABOVE THAT SHOULD BE DELETED.

Total Combined Insurance Value: \$ 5,453,685.00

PLEASE ADD NEW BUILDINGS BELOW:

Loc#	Description	Yr Last Updated	Stories	Sq. Ft.	Street	City	State	Zip	Building	Contents

Insured Signature *Kelly Champion, District Clerk*



Sierra County FPD #1 - Property & IM SOV - 2023 - IM SCHEDULE

Valuation	Description	Serial #/ ID #	Model Year	Value (Cost new)
RCV	Blanket Portable Equipment			Included
ACV	Leased, Borrowed, Rented			\$ 50,000.00
ACV	Misc. Equipment (\$10K Max Item Limit)			\$ 25,000.00
ACV	Eagle Compressor	53424001		\$ 30,000.00

**Total Scheduled Equipment** \$ 30,000.00  
**Total Value** \$ 105,000.00

PLEASE ADD CHANGES BELOW:

Valuation	Description	Serial #/ ID #	Model Year	Value (Cost new)

\*Please strike through any deletions.

Kelly Champion                      3/21/23  
 Insured Signature                      Date

**AGREEMENT TO PROVIDE  
FIRE SUPPRESSION EQUIPMENT**

**Paul Roen and Sierra County Fire Protection District #1**

**EXHIBIT A  
List of Emergency Equipment**

Item	Equipment Type	Model	Serial # OR VIN
1	Dozer Type 2E	Caterpillar D5HXL	8RJO4643
2	Dozer Type 2E	Caterpillar D6NXL	AKM01862
3	EXCAVATOR MASTICATOR	Caterpillar 316F	4DL00198
4	EXCAVATOR MASTICATOR	Caterpillar 323FL	YEJ00359
5	FELLER BUNCHER	Timberking 722	10300206
6	EXCAVATOR MASTICATOR	Caterpillar 316F	4DL00198
7	EXCAVATOR MASTICATOR	Caterpillar 323 FL	YEJ00329
8	FELLER BUNCHER/MASTICATOR	Timberking 722	10300206
9	SKIDSTEER MASTICATOR	Caterpillar 299D	EJST00920
10	SKIDSTEER MASTICATOR	Caterpillar 299D	EJST00920
11	TRACTOR TRAILER	Kenworth TE00	3XLDD69X55A1936411
12	TRACTOR TRAILER	Kenworth T800	1XKDD40X3CJ958554
* 13	Dozer 2006	Caterpillar D6NXL	

\* Additional equipment as of 8/1/2023.

## AGREEMENT TO PROVIDE FIRE PROTECTION SERVICES

This AGREEMENT for providing Fire Protection Services (“Agreement”) is entered into on the 15<sup>th</sup> date July 2019 by and between the Sierra County Fire Protection District # 1, a public agency, (SCFPD#1) and the City of Loyalton, (City) located in Sierra County, California.

### RECITALS

**WHEREAS**, communities and ranches in the unincorporated portions of Eastern Sierra County, adjacent to the boundaries of the City, have recently been annexed into the Sierra County Fire Protection District #1, (LAFCO File 2018-001);

**WHEREAS**, the City of Loyalton through Loyalton Fire Department has been providing structure fire protection for these areas adjacent to or nearby to the City’s boundary either through formal Agreement or as a good neighbor;

**WHEREAS**, the Loyalton Fire Department is staffed and equipped to continue providing structure fire protection to these neighboring communities and ranches and is the “Closest Resource” for providing this service;

**WHEREAS**, City is willing to provide structure fire protection, suppression, and emergency medical support service, excluding transport/ambulance services, to those portions of Sierra County neighboring the City of Loyalton pursuant to a written agreement;

**WHEREAS**, SCFPD#1 is organized under the Fire Protection District Law of 1987, Section 13800 et. seq. of the California State Health and Safety Code and has responsibility under that authority for structure fire prevention, and suppression, and emergency medical aid support;

**WHEREAS**, it is the desire and intent of the SCFPD# 1 to provide a source of funds for structure fire prevention and suppression, and emergency medical aid, as provided herein, for those areas neighboring the City of Loyalton, including the communities of Sierra Brooks, Loyalton Pines, Belli Ranch, the Mill Site, the Senior Complex, the Trailer Park and nearby ranches and home sites; defined as the “**Service Area**” and shown on Exhibit A; and

**WHEREAS**, this Agreement is not subject to approval by the Sierra County Local Agency, Formation Commission pursuant to Government Code Section 56133(e)(1).



**NOW THEREFORE**, in consideration of the foregoing, and each and every covenant and condition contained herein, the Parties hereto agree as follows.

**1. SERVICES.**

- a. City through Loyalton Fire Department agrees to provide structure fire prevention, suppression and emergency medical aid on an as needed and on-call basis to the communities, ranches, businesses, and home sites within the area reflected on **Exhibit A**, the "Service Area". The services to be provided will not include paramedic transport/ambulance services, fire code enforcement, building or site inspection for fire hazards or defensible space enforcement.
- b. There is no change in service or response from Eastern Plumas Ambulance for emergency services, other than as currently contracted by City.

**2. AUTONOMY.**

- a. The Loyalton Fire Department will independently retain its identity as a department of City, including the responsibility to recruit and retain volunteers, provide training, establish standards and guidelines, own, operate, and maintain apparatus and equipment, and designate officers, in order to provide fire prevention/suppression and emergency medical services.
- b. All equipment, supplies, apparatus and assets owned by City and/or Loyalton Fire Department for fire suppression or emergency medical services are, and will remain, the property of City and Loyalton Fire Department.

**3. FACILITIES.** SCFPD#1 shall not be responsible to provide maintenance, repair, equipment or facilities to or for Loyalton Fire Department's use in fulfillment of the terms and conditions set forth herein. The facilities known as "Station 2" within the Sierra Brooks Subdivision currently being used by Loyalton Fire Department is owned by Sierra Brooks Homeowner's Association (the Association). Nothing in this Agreement shall modify, amend or change the use and the agreement for these facilities. The Loyalton Fire Department will continue to manage, operate, staff, control and maintain such facilities.

**4. REPORTS:** The City shall record its response to all incidents to the National Fire Incident Reporting System (NFIRS) and shall provide a printout of its periodic reports for that system to SCFPD#1 at the time that each such reporting shall become due.

**5. TERM.** The Term hereof shall commence, effective the date of execution hereof by the Parties for a period of Three (3) years and shall be automatically renewed, without written notice, for successive Three (3) year terms, unless otherwise terminated pursuant thereto.

**6. TERMINATION.** This Agreement may be terminated by either Party upon the giving of a written Ninety (90) Days advance written Notice of Termination.

**7. PAYMENT and FUNDING**

- a. Within thirty (30) days of receipt of payment to SCFPD #1 from the County of Sierra of its share of real property taxes, assessed to properties within the Service Area, set forth on **Exhibit A**, SCFPD#1 shall make payment to City in the amount of 85% of the then current Sierra County Fire Protection District # 1 property tax receipts from properties within the Service Area as compensation for the fire protection and emergency medical services to be provided by Loyalton Fire Department pursuant to this Agreement.
- b. Cost of providing structural fire protection, wildland fire protection, emergency medical services and similar functions within the City of Loyalton will continue to be fully funded by City. City shall pledge, use, pay or apply funds received from SCFPD #1, pursuant to this Agreement, to pay for and be applied to the cost of fire protection or emergency services. The funds paid by District shall be solely used for and shall be restricted to the purpose of funding and/or paying for fire protection and emergency medical services to be rendered by Loyalton Fire Department pursuant to this Agreement.
- c. City shall provide an annual, accurate accounting at the end of each fiscal year to SCFPD#1 of the receipts of payment for performance pursuant to this Agreement and the expenditure, application or use of such funds, as restricted in Paragraph 7. B., above. Further, City agrees to allow SCFPD #1, its commission, agents, or independent accountants, to inspect its books and records of account to verify that funds collected have been used solely for the benefit of the Loyalton Fire Department.
- d. SCFPD#1 shall provide the City with an annual, accurate accounting at the end of each fiscal year of the property tax it received, as collected and paid to SCFPD#1 by the County of Sierra, and which is chargeable to parcels of real property within the Service Area. SCFPD#1 further agrees to allow City, its agents and independent accountants the right to inspect SCFPD#1's books and records of account to verify that funds collected have been paid to City pursuant to this Agreement to remit the same to City.
- e. Reimbursements, such as from CalFire, USFS or third-party insurance, under other agreements and/or cost recovery programs established by City shall not be subject to or calculated as part of the 15% of property tax receipts from properties within the Service Area retained by SCFPD#1 to compensate it for its overhead expenses, and shall be City's compensation for such services.

**8. FIRE MITIGATION FEES.** The SCFPD#1 does not have the authority to transfer Fire Mitigation Fees to City or to fund facilities or equipment for the City to perform under this Agreement. SCFPD#1 will consult with City and/or its Fire Department periodically during the term of this Agreement to consider funding of facilities/ equipment with Fire Mitigation Fees collected by SCFPD#1 from the Service Area. Ownership of those facilities/equipment funded by Mitigation Fees from the Service Area shall be retained by SCFPD#1 but will be made available to be provided to City to enhance response capabilities.

**9. GRANTS.** SCFPD#1 is under no obligation to undertake grant applications for the City or the Loyalton Fire Department. Grant funding, as applied for by City or Loyalton Fire Department,

from time to time, shall be and remain the property of City and Loyalton Fire, as may then be applicable.

**10. FACILITIES, EQUIPMENT AND OTHER MATERIALS AND OBLIGATIONS OF THE CITY OF LOYALTON.** City shall, at its sole cost and expense, furnish all facilities, equipment, insurance (including workman's compensation), and other materials which may be required to provide services pursuant to this Agreement with exception of any equipment of facilities made available to it as set forth in Paragraph 8, above.

**11. RECIPROCAL WAIVER OF CLAIMS.** The Parties to this Agreement shall each be responsible for their own losses, including Workers Compensation Benefits as may be applicable to any injuries sustained by an employee, officer, director or volunteer of each Party, arising out of the performance of this Agreement. Each of the Parties hereby waive and release any claim against the other for compensation for any loss or damage to its property and/or personal injury or death of its employees or agents occurring as consequence of the performance of services under this Agreement. Notwithstanding the foregoing this provision shall not relieve nor release any Party from responsibility for losses arising from or related to the acts or omissions for losses for which that Party may otherwise be legally liable or responsible.

**12. INDEMNIFICATION.** City shall indemnify, defend and hold SCFPD #1, its Officers, Commissioners, Volunteer Fire Departments, and Volunteers harmless on account of any claims, demands, losses, judgments, including attorneys' fees and costs, as may be occasioned by or resulting from acts or omissions of City, Loyalton Fire Department, agents, employees and volunteers in the performance of rendering of services pursuant to this Agreement, or as may be related thereto.

**13. INSURANCE.** City shall at all times maintain a policy or policies of General Liability with Combined Single policy limits of \$2 million dollars for Bodily Injury or Death and \$10 million dollars for property damage and loss of use thereof. City shall name SCFPD #1 Additional Insured on such policy or policies, which shall not be cancelled nor cancellable without thirty (30) day advance notice in writing to SCFPD #1. City may satisfy the insurance requirements of this Section through a combination of insurance and self-insurance through the Small Cities Organized Risk Effort ("SCORE"), a joint powers authority of which the City is a member.

**14. FUND OUT.** In the event that the City fails to appropriate funds necessary to carry out any duties or should it, otherwise, be in breach or default by its failure to perform the covenants, terms and conditions created by this Agreement, this Agreement shall automatically terminate thereupon. Any funds, previously paid to the City by SCFPD#1, shall be refunded in an amount reduced by the reasonable cost of any response services actually performed or rendered by City to date of termination.

**15. MISCELLANEOUS PROVISIONS.**

**a. AUTHORITY.** The Parties' hereby warrant that they have the authority to enter into this Agreement.

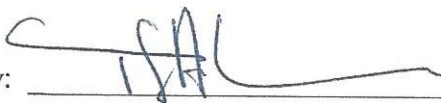
- b. AMMENDMENTS.** This Agreement may only be amended by written Agreement mutually accepted and executed by the Parties, hereto
- c. GOVERNING LAW.** This Agreement, including its substantive terms as well as the procedures for enforcing it and the remedies available in any action arising out of or relating to it, shall be governed by the laws of the state of California.
- d. BINDING EFFECT.** This Agreement shall be binding upon and inure to the benefit of the successors, transferees and assigns of the Parties hereto.
- e. NO PARTNERSHIP.** This Agreement shall not create a partnership nor joint venture, as between the Parties, nor shall it be considered as such. Each of the Parties shall retain their independent status, separate of the other Party. Neither the City nor Loyalton Fire Department are agents of SCFPD#1 in the performance of services but are rather acting as an independent contractor.
- f. EFFECTIVE DATE.** This Agreement is effective July 1, 2019.
- g. NOTICES.** Any notice required to be given pursuant to this Agreement shall be in writing and hand delivered or given by email or first-class mail and shall be effective the date thereof and directed to:

If to SCFPD#1:  
Sierra County Fire Protection District #1  
P.O. Box 255  
Sierraville, CA 96126  
Attention: Commission Chair

If to City of Loyalton:  
City of Loyalton  
P.O. Box 128  
Loyalton, CA 96118  
Attention: Mayor of City

**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement on the day here first written above.

**SIERRA COUNTY FIRE PROTECTION DISTRICT #1**

By:  \_\_\_\_\_

Dated: 07/10/2019

**THOMAS S. ARCHER, CHAIR OF THE COMMISSION**

Attest:

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, SCFPD#1 Secretary/Treasure

CITY OF LOYALTON

By: Sarah Jackson

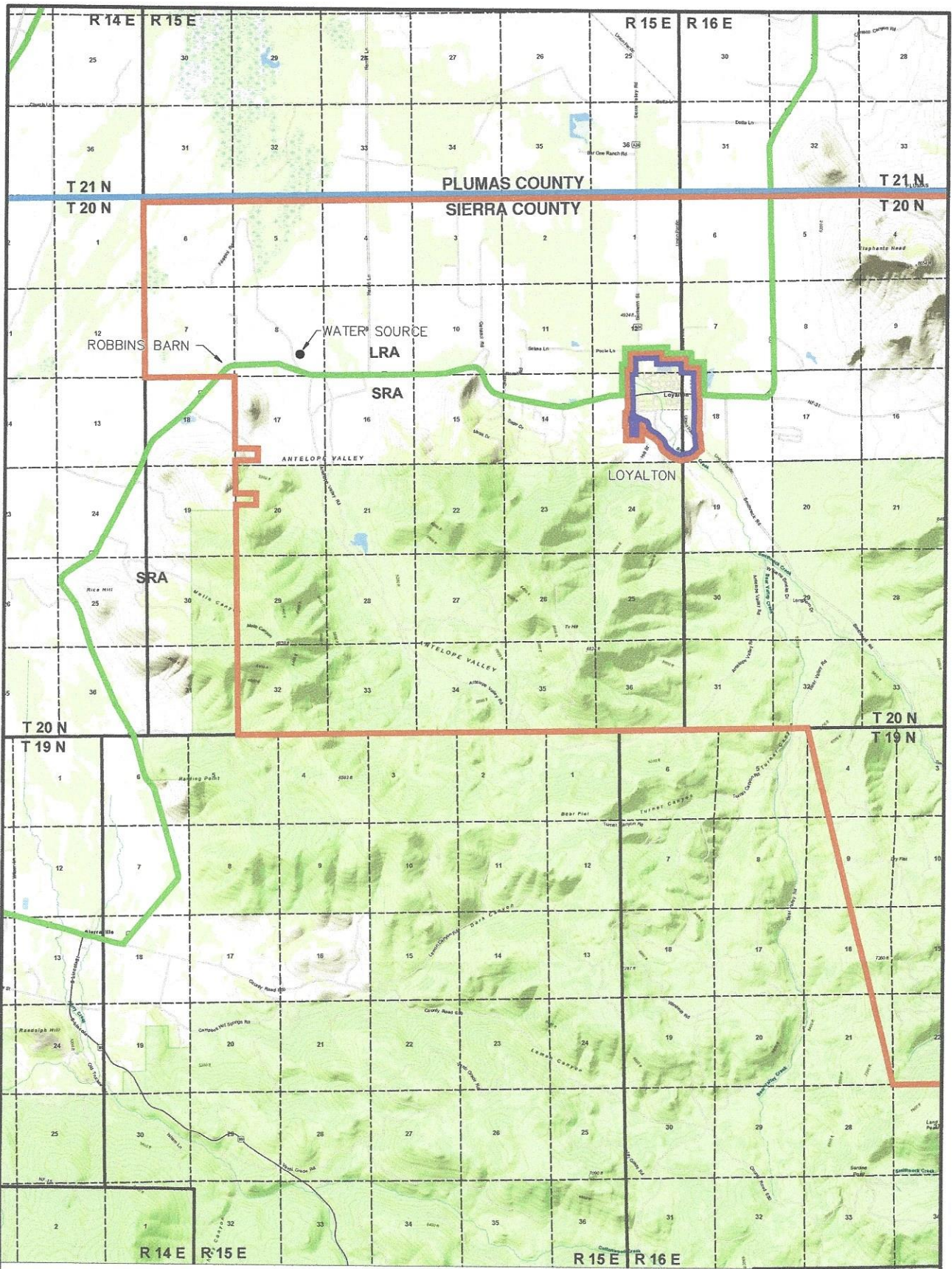
Dated: 7/1/2019

SARAH JACKSON, MAYOR

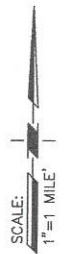
Attest:

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Kary LaBlue, Deputy  
City Clerk

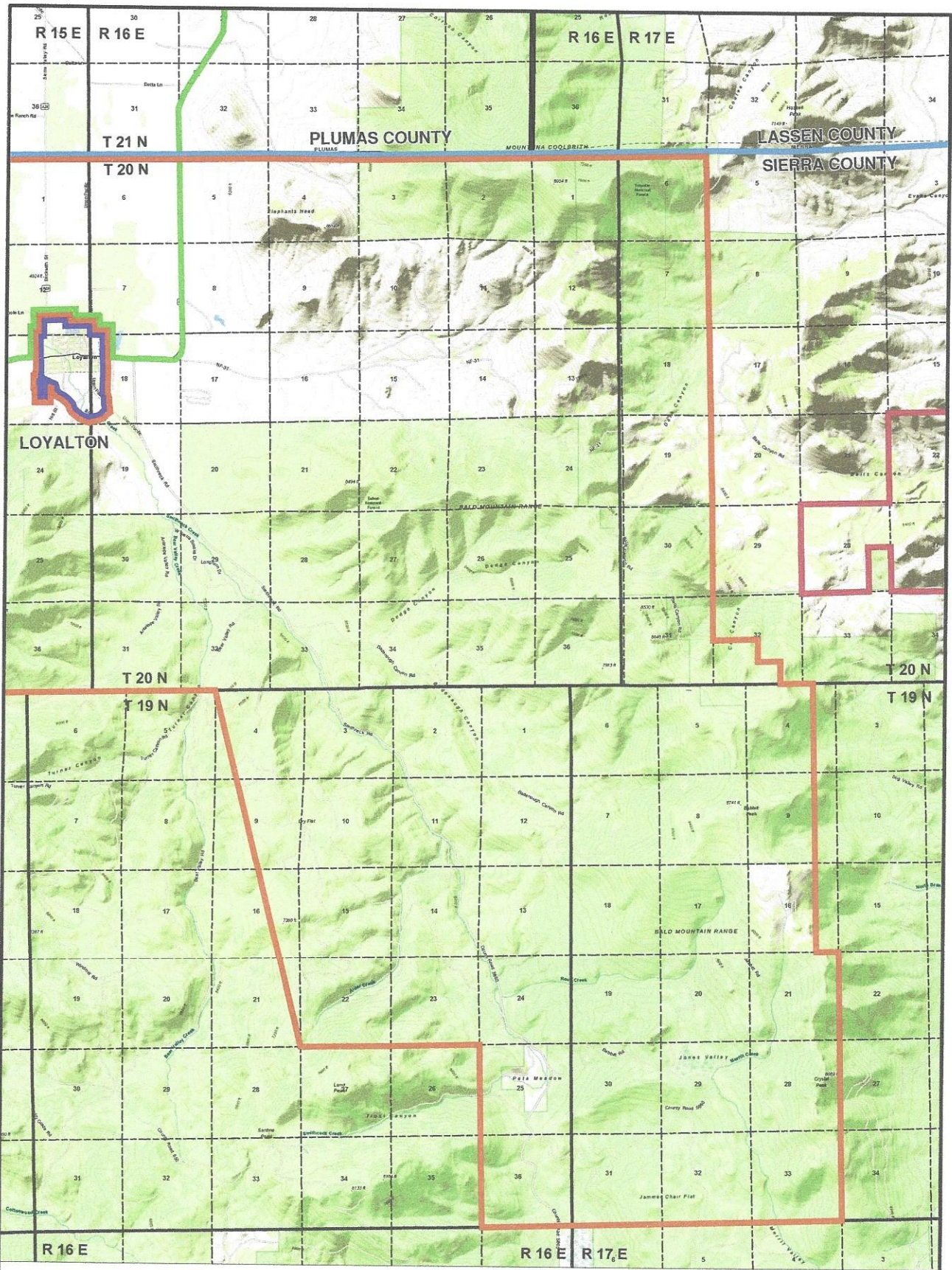








- CITY OF LOYALTON
- LOYALTON FIRE SERVICE AREA
- TRUCKEE MEADOWS FIRE SERVICE AREA
- SIERRA COUNTY FIRE PROTECTION DISTRICT 1
- SRA BOUNDARY
- WATER SOURCE



**EXHIBIT A**  
**LOYALTON SERVICE AREA**  
**CITY OF LOYALTON,**  
**SIERRA COUNTY FPD #1**  
**SCALE: 1" = 1 MILE JUNE 26, 2019**

**PSOMAS**  
 11661 Blocker Drive, Suite 200  
 Auburn, Ca 95603  
 (800) 400-7072



-  CITY OF LOYALTON
-  LOYALTON FIRE SERVICE AREA
-  TRUCKEE MEADOWS FIRE SERVICE AREA
-  SIERRA COUNTY FIRE PROTECTION DISTRICT 1
-  SRA BOUNDARY
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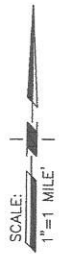


EXHIBIT A  
 LOYALTON SERVICE AREA  
 CITY OF LOYALTON,  
 SIERRA COUNTY FPD #1  
 SCALE: 1" = 1 MILE JUNE 26, 2019

**PSOMAS**  
 11661 Blocker Drive, Suite 200  
 Auburn, Ca. 95603  
 (800) 400-7072

<jeffmccollum80@gmail.com>

**Subject:** Loyalton Fire Fiscal Report

Hello Gina,

I hope this email finds you well and enjoying your summer!

I understand you are coming in a few hours a week to help the City until they find a replacement so I thought to email you directly instead of jumping through the hoops of sending a request letter.

Would you please email me a revenue and expenditure report for Loyalton Fire operations for the period July 1, 2019 through June 30, 2023? I am thinking of the QuickBooks report where you display columns by year and then the total. If this is a pain then a standard income statement for the period works just fine.

There is a service area agreement between the District and the City, and the District wants to review the funds being received to the Fire fund and expended on related fire protection and emergency services. I understand the report will likely be a draft as they may not have closed the fiscal year yet and the reports are unaudited.

Ps. I will have the final 22/23 payment for you the week after next, which is about \$6,000.

Thanks so much,

Kelly Champion, Clerk

Sierra County Fire Protection District #1

530-604-4013

[Redacted]

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 **Rev & Exp 2019 through 2023.pdf**  
47K



**City of Loyalton**  
**Profit & Loss**  
 July 2019 through June 2023

	Jul '19 - Jun 20	Jul '20 - Jun 21	Jul '21 - Jun 22
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Transfer In from Fire Reserve	0.00	0.00	0.00
Transfer in to Fire Department	10,000.00	0.00	0.00
<b>Charges for Current Services</b>			
Service Area Revenue- Fire Prot	49,470.31	52,784.22	46,864.16
Charges for Current Services - Other	0.00	0.00	0.00
<b>Total Charges for Current Services</b>	49,470.31	52,784.22	46,864.16
<b>Revenue Use of Money &amp; Property</b>			
Interest Income	300.44	74.69	149.35
<b>Total Revenue Use of Money &amp; Property</b>	300.44	74.69	149.35
<b>Total Income</b>	59,770.75	52,858.91	47,013.51
<b>Gross Profit</b>	59,770.75	52,858.91	47,013.51
<b>Expense</b>			
Late Fee	32.20	19.00	0.00
Finance Charge	0.00	0.00	0.00
<b>Tools &amp; Equipment</b>			
Safety Equipment	4,708.40	7,310.16	5,307.44
Tools & Equipment - Other	0.00	4,166.20	5,306.88
<b>Total Tools &amp; Equipment</b>	4,708.40	11,476.36	10,614.32
<b>Repairs &amp; Maintenance</b>			
Building Repairs	0.00	3,433.21	936.87
Utilities	0.00	495.90	0.00
Internet - Broadband	0.00	1,034.10	1,308.00
Propane	1,406.56	1,314.55	3,860.63
Electric	4,167.25	4,308.19	5,033.68
<b>Garbage Disposal</b>	357.50	337.88	353.78
<b>Total Utilities</b>	5,931.31	6,994.72	10,556.09
<b>Equipment Repair &amp; Maintenance</b>	4,910.49	10,538.36	19,473.62
<b>Taxes</b>			
Solid Waste Benefit Assessment	2,438.54	1,394.12	1,054.40
<b>Total Taxes</b>	2,438.54	1,394.12	1,054.40
<b>Salaries and Wages</b>			
Regular Wages	0.00	70.00	0.00
Part Time Wages	3,738.00	374.19	424.38
Payroll Tax Expense	362.00	48.39	32.74
<b>Payroll Service Expense</b>	0.00	0.00	0.00
<b>Total Salaries and Wages</b>	4,100.00	492.58	457.12
<b>Services and Supplies</b>			
Postage	0.00	26.74	38.50
Advertising	0.00	159.15	111.38
<b>Automobile Expense</b>			
Fuel	1,674.64	3,743.73	2,359.58
Automobile Expense - Other	395.80	259.12	0.00
<b>Total Automobile Expense</b>	2,070.44	4,002.85	2,359.58
<b>Bank Service Charges</b>	0.00	56.00	0.00
<b>Contracted Services</b>			
Professional Fees	0.00	0.00	432.30
Legal Fees	280.00	540.00	0.00
Auditing Expense	0.00	1,549.00	1,499.00
Accounting & Financial	0.00	719.25	616.00
Testing	0.00	1,274.00	0.00
Contracted Services - Other	0.00	2,376.00	0.00
<b>Total Contracted Services</b>	280.00	6,458.25	2,547.30
<b>Dues and Subscriptions</b>	0.00	280.00	0.00
<b>Insurance</b>			
Auto Insurance	0.00	0.00	0.00
Workers Comp.	2,075.10	1,949.74	8,524.77
<b>Liability Insurance</b>	2,317.93	649.92	7,930.12
<b>Property Insurance</b>	2,048.90	2,856.01	5,066.99

**City of Loyalton**  
**Profit & Loss**  
**July 2019 through June 2023**

	Jul '19 - Jun 20	Jul '20 - Jun 21	Jul '21 - Jun 22
Insurance - Other	24.30	24.30	99.90
<b>Total Insurance</b>	6,466.23	5,479.97	21,621.78
Miscellaneous			
Meals	0.00	237.95	60.10
Miscellaneous - Other	0.00	0.00	0.00
<b>Total Miscellaneous</b>	0.00	237.95	60.10
Office Expense	199.02	410.80	0.00
Operating Supplies	237.16	713.79	2,051.10
Telephone	601.30	636.35	687.39
Training	95.00	4,777.15	-525.00
Travel	0.00	1,088.77	0.00
<b>Total Services and Supplies</b>	9,949.15	24,327.77	28,952.13
<b>Total Expense</b>	32,070.09	59,172.02	72,044.55
<b>Net Ordinary Income</b>	27,700.66	-6,313.11	-25,031.04
Other Income/Expense			
Other Income			
Fire Fighting Revenue			
Travel Fee/ Travel Admin	4,036.66	0.00	311.43
Fire Fighting Revenue-Admin	3,700.55	23,717.29	28,548.11
Fire Fighting Revenue-Engine Co	9,657.18	123,905.50	174,992.24
Fire Fighting Revenue-Personnel	27,348.42	137,509.03	245,429.73
Fire Fighting Exp.- Personnel	-26,494.83	-138,656.15	-263,788.35
Fire Fighting Exp.- Misc	-3,241.49	-2,345.23	-3,176.24
Fire Fighting Revenue - Other	0.00	3,439.24	-3,439.24
<b>Total Fire Fighting Revenue</b>	15,006.49	147,569.68	178,877.68
Sale of Assets	0.00	14,250.00	0.00
Operating transfer in	0.00	0.00	0.00
<b>Total Other Income</b>	15,006.49	161,819.68	178,877.68
Other Expense			
Prior Period Adjustment	0.00	0.00	0.00
Debt Service			
Water Tender Principal Payments	0.00	0.00	0.00
Interest Expense			
Interest Expense - Other	0.00	2,501.80	2,035.95
<b>Total Interest Expense</b>	0.00	2,501.80	2,035.95
<b>Total Debt Service</b>	0.00	2,501.80	2,035.95
Capital Outlay			
Equipment Midwest Tender	241,869.00	0.00	0.00
Rebel ATX Brush Truck	0.00	0.00	0.00
Type 3 Brush Truck	0.00	0.00	0.00
<b>Total Capital Outlay</b>	241,869.00	0.00	0.00
Operating transfer out	0.00	0.00	0.00
<b>Total Other Expense</b>	241,869.00	2,501.80	2,035.95
<b>Net Other Income</b>	-226,862.51	159,317.88	176,841.73
<b>Net Income</b>	-199,161.85	153,004.77	151,810.69

**City of Loyalton**  
**Profit & Loss**  
 July 2019 through June 2023

	Jul '22 - Jun 23	TOTAL
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Transfer In from Fire Reserve	0.00	0.00
Transfer in to Fire Department	0.00	10,000.00
<b>Charges for Current Services</b>		
Service Area Revenue- Fire Prot	50,172.74	199,291.43
Charges for Current Services - Other	617.50	617.50
<b>Total Charges for Current Services</b>	50,790.24	199,908.93
<b>Revenue Use of Money &amp; Property</b>		
Interest Income	287.82	812.30
<b>Total Revenue Use of Money &amp; Property</b>	287.82	812.30
<b>Total Income</b>	51,078.06	210,721.23
<b>Gross Profit</b>	51,078.06	210,721.23
<b>Expense</b>		
Late Fee	89.76	140.96
Finance Charge	0.05	0.05
<b>Tools &amp; Equipment</b>		
Safety Equipment	15.82	17,341.82
Tools & Equipment - Other	196.21	9,669.29
<b>Total Tools &amp; Equipment</b>	212.03	27,011.11
<b>Repairs &amp; Maintenance</b>	518.85	4,888.93
Building Repairs	0.00	495.90
<b>Utilities</b>		
Internet - Broadband	671.00	3,013.10
Propane	5,415.86	11,997.60
Electric	5,580.61	19,089.73
<b>Garbage Disposal</b>	318.15	1,367.31
<b>Total Utilities</b>	11,985.62	35,467.74
<b>Equipment Repair &amp; Maintenance</b>	7,725.93	42,648.40
<b>Taxes</b>		
Solid Waste Benefit Assessment	1,015.22	5,902.28
<b>Total Taxes</b>	1,015.22	5,902.28
<b>Salaries and Wages</b>		
Regular Wages	1,001.87	1,071.87
Part Time Wages	0.00	4,536.57
Payroll Tax Expense	93.32	536.45
<b>Payroll Service Expense</b>	80.00	80.00
<b>Total Salaries and Wages</b>	1,175.19	6,224.89
<b>Services and Supplies</b>		
Postage	0.00	65.24
Advertising	0.00	270.53
<b>Automobile Expense</b>		
Fuel	1,887.19	9,665.14
Automobile Expense - Other	1,300.00	1,954.92
<b>Total Automobile Expense</b>	3,187.19	11,620.06
<b>Bank Service Charges</b>	30.86	86.86
<b>Contracted Services</b>		
Professional Fees	1,200.00	1,632.30
Legal Fees	0.00	820.00
Auditing Expense	3,098.00	6,146.00
Accounting & Financial	245.00	1,580.25
Testing	0.00	1,274.00
Contracted Services - Other	350.00	2,726.00
<b>Total Contracted Services</b>	4,893.00	14,178.55
<b>Dues and Subscriptions</b>	175.00	455.00
<b>Insurance</b>		
Auto Insurance	2,426.75	2,426.75
Workers Comp.	9,314.84	21,864.45
<b>Liability Insurance</b>	8,740.05	19,638.02
<b>Property Insurance</b>	8,948.21	18,920.11

**City of Loyaltan**  
**Profit & Loss**  
 July 2019 through June 2023

	Jul '22 - Jun 23	TOTAL
Insurance - Other	0.00	148.50
<b>Total Insurance</b>	<b>29,429.85</b>	<b>62,997.83</b>
Miscellaneous		
Meals	108.76	406.81
Miscellaneous - Other	0.00	0.00
<b>Total Miscellaneous</b>	<b>108.76</b>	<b>406.81</b>
Office Expense	21.44	631.26
Operating Supplies	1,398.04	4,400.09
Telephone	663.65	2,588.69
Training	0.00	4,347.15
Travel	0.00	1,088.77
<b>Total Services and Supplies</b>	<b>39,907.79</b>	<b>103,136.84</b>
<b>Total Expense</b>	<b>62,630.44</b>	<b>225,917.10</b>
<b>Net Ordinary Income</b>	<b>-11,552.38</b>	<b>-15,195.87</b>
Other Income/Expense		
Other Income		
Fire Fighting Revenue		
Travel Fee/ Travel Admin	0.00	4,348.09
Fire Fighting Revenue-Admin	20,619.41	76,585.36
Fire Fighting Revenue-Engine Co	76,175.93	384,730.85
Fire Fighting Revenue-Personnel	125,250.94	535,538.12
Fire Fighting Exp.- Personnel	-125,185.52	-554,124.85
Fire Fighting Exp.- Misc	1,742.57	-7,020.39
Fire Fighting Revenue - Other	0.00	0.00
<b>Total Fire Fighting Revenue</b>	<b>98,603.33</b>	<b>440,057.18</b>
Sale of Assets	0.00	14,250.00
Operating transfer in	115,228.18	115,228.18
<b>Total Other Income</b>	<b>213,831.51</b>	<b>569,535.36</b>
Other Expense		
Prior Period Adjustment	-28,055.99	-28,055.99
Debt Service		
Water Tender Principal Payments	43,465.35	43,465.35
Interest Expense		
Interest Expense - Other	2,673.79	7,211.54
<b>Total Interest Expense</b>	<b>2,673.79</b>	<b>7,211.54</b>
<b>Total Debt Service</b>	<b>46,139.14</b>	<b>50,676.89</b>
Capital Outlay		
Equipment Midwest Tender	0.00	241,869.00
Rebel ATX Brush Truck	0.00	0.00
Type 3 Brush Truck	108,700.00	108,700.00
<b>Total Capital Outlay</b>	<b>108,700.00</b>	<b>350,569.00</b>
Operating transfer out	117,325.43	117,325.43
<b>Total Other Expense</b>	<b>244,108.58</b>	<b>490,515.33</b>
<b>Net Other Income</b>	<b>-30,277.07</b>	<b>79,020.03</b>
<b>Net Income</b>	<b>-41,829.45</b>	<b>63,824.16</b>



Kelly Champion <sierracountyfire1@gmail.com>

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## Re: Loyalton Fire Fiscal Report

1 message

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**pdemartinid@aim.com** <pdemartinid@aim.com>

Wed, Aug 9, 2023 at 6:06 PM

To: Kelly Champion <sierracountyfire1@gmail.com>, Gina-Marie Morris <bkkpr2-cityofloyalton@psln.com>

Cc: "ofclerk-cityofloyalton@psln.com" <ofclerk-cityofloyalton@psln.com>, "heywoodshawn@gmail.com"

<heywoodshawn@gmail.com>, "rdemartini65@gmail.com" <rdemartini65@gmail.com>, Rick Maddalena

<tk.rick.07@gmail.com>, Tom Rowson <tkrowson@psln.com>, Jeff McCollum <jeffmccollum80@gmail.com>, Joy Markum

<obejoyous@gmail.com>

Hi Gina,

I've just got around to review what you have sent to this group. Shawn had contacted me as well. Where is the 10K showing that the City transfers in each year to the operating budget for the fire department. I know you have stated before that it's not an income item and you were showing it elsewhere but I don't see where that is showing and it skews this report. The only year showing was on the 19/20 year.

I have reports for the past years and it shows as transfers in on all those reports and I would have thought it would have carried through on this combined report. Please advise.

Also separately, could you please send me a line item expense for the FY 22/23. Would like the Wildland separate for the same year.

Thanks  
Phyllis

On Wednesday, August 2, 2023 at 07:28:29 PM PDT, Gina-Marie Morris <bkkpr2-cityofloyalton@psln.com> wrote:

Thank you,

Gina-Marie Morris

[Bkkpr2-cityofloyalton@psln.com](mailto:bkkpr2-cityofloyalton@psln.com)

[www.cityofloyalton.org](http://www.cityofloyalton.org)

(530) 993-6750

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**From:** Kelly Champion

**Sent:** Wednesday, August 2, 2023 1:39 PM

**To:** [bkkpr2-cityofloyalton@psln.com](mailto:bkkpr2-cityofloyalton@psln.com)

**Cc:** [ofclerk-cityofloyalton@psln.com](mailto:ofclerk-cityofloyalton@psln.com); [heywoodshawn@gmail.com](mailto:heywoodshawn@gmail.com); Phyllis DeMartini <[pdemartinid@aim.com](mailto:pdemartinid@aim.com)>;

[rdemartini65@gmail.com](mailto:rdemartini65@gmail.com); Rick Maddalena <[tk.rick.07@gmail.com](mailto:tk.rick.07@gmail.com)>; Tom Rowson <[tkrowson@psln.com](mailto:tkrowson@psln.com)>; Jeff McCollum