

Board of Directors
Special Board Meeting
Boulder Creek Fire Protection District
Agenda

MEETING: Boulder Creek Fire Protection District

DATE: September 25, 2018

TIME: 9:00 a.m.

PLACE: Boulder Creek Fire District Office
13230 Central Avenue
Boulder Creek CA 95006

PURPOSE: Adoption of Budget for Fiscal Year 2018-2019 and Approval of Resolutions 18-07, 18-08, 18-09 and 18-10.

AGENDA:

- 1.0 Convene Meeting/Roll Call
Chairperson of the Board of Directors calls the meeting to order.
District Secretary calls the roll of Board of Directors.
- 2.0 Additions and Deletions to Agenda:
Additions to the Agenda, if any, may only be made in accordance with California Government Code Section 54954.2 (Ralph M. Brown Act) which includes, but is not limited to, additions for which the need to take action is declared to have arisen after the agenda was posted, as determined by two-thirds vote of the Board of Directors (or if less than two-thirds of the members are present, a unanimous vote of those members present).
- 3.0 Oral Communications:
This portion of the agenda is reserved for Oral Communications by the public for items which are not on the agenda. Any person may address the Board of Directors at this time, on any subject that lies within the jurisdiction of the District. Normally, presentations must not exceed (3) minutes in length, and individuals may only speak once during Oral Communications. No actions may be taken by the Board of Directors on any Oral Communications presented. However, the Board of Directors may request that the matter be placed on a future agenda. Please state your name and town/city of residence at the beginning of your statement for the record.
- 4.0 Discussion of Final Budget
 - 4.01 Approval of Resolution 18-07, RESOLUTION DETERMINING RESERVE FUNDS FOR FISCAL YEAR 2018-2019

- 4.02 Approval of Resolution 18-08, RESOLUTION ADOPTING BUDGET FOR FISCAL YEAR 2018-2019
- 4.03 Approval of Resolution 18-09, RESOLUTION APPROVING TRANSFER OF FUNDS FOR PURCHASE OF TYPE 3 CHASSIS
- 4.04 Approval of Resolution 18-10, RESOLUTION APPROVING TRANSFER OF FUNDS FOR REPLACEMENT OF FUEL SHED AND FIRE STATION ROOF

5.0 Adjournment

In compliance with the requirements of Title II of the American Disabilities Act of 1990, the Boulder Creek Fire District requires that any person in need of any type of special equipment, assistance or accommodations(s) in order to communicate at the District's Public Meeting, contact the District Secretary's Office at (831) 338-7222 a minimum of 72 hours prior to the scheduled meeting. Agenda documents may be reviewed in the office of the Boulder Creek Fire District, 13230 Central Avenue, Boulder Creek CA 95006.

Background:

Each year the District is required to adopt a final budget by October 1st. The budget is a financial plan for the fiscal year. As a safeguard, all expenditures are monitored throughout the year by the fire chief. A fully sustainable budget provides for operations, personnel, capital investment and replacement sufficient to provide emergency services at the appropriate level.

Summary:

Cash

The District's ending cash balance on June 30, 2018

10100 Equity in Pooled Cash	\$1,740,773.29
Less:	
20100 Vouchers Payable	(\$6,559.18)
20700 Salaries & Benefits Payable	(\$12,851.57)
20800 Compensated Absences-Current	(\$11,792.00)
24000 Stale Dated Warrants Liability	(\$1,049.48)

Total ending cash balance: \$1,708,521.06

Committed Funds

The District's financial policies include a commitment of funds for future costs to replace essential equipment and structures. Planning for these capital replacement costs helps ensure the viability and sustainability of a long term financial plan and the effective and efficient delivery of emergency services to the community we serve. The following amounts are funds committed for a specific purpose.

These funds are not available for appropriation without board approval.

34351 Mobile Equipment Reserve	\$ 1,042,400.00
34352 Workers Comp Reserve	\$ 200,000.00
34355 Buildings and Improvements Reserve	\$ 4,498.00
34358 Clothing and Personal Protection Reserve	\$ 34,630.00

Total Committed Funds \$ 1,281,528.00

Ending Fund Balance

As of June 30, 2018, the District's available fund balance for budgeting purposes is \$426,993

NOTE: This is what the County has on record.

Committed Funds

The District's financial policies include a commitment of funds for future costs to replace essential equipment and structures. Planning for these capital replacement costs helps ensure the viability and sustainability of a long term financial plan and the effective and efficient delivery of emergency services to the community we serve. The following amounts are funds committed for a specific purpose.

These funds are not available for appropriation without board approval.

34351 Mobile Equipment Reserve	\$ 781,870
34352 Workers Comp Reserve	\$ 250,000
34355 Buildings and Improvements Reserve	\$ 300,405
34356 Equipment Reserve	\$ 35,000
34358 Clothing and Personal Protection Reserve	\$ 34,630
34350 Measure N Reserve	\$ 176,784

Total Committed Funds	\$ 1,578,689
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Ending Fund Balance

As of June 30, 2018, the District's available fund balance for budgeting purposes is \$129,832

NOTE: This is what should have been on record.

Final Budget for the Fiscal Year Ending June 30, 2019.

Revenue assumptions remain at 4% based on the Santa Cruz County Tax Collector-Auditor's recommendation and estimated tax revenue projections for Fiscal Year 2018/19

Beginning fund balance	\$ 426,993
2018/19 Budget	
Revenues	
Property Taxes	\$ 955,714
Interest	\$ 8,000
Inspection Fees	\$ 8,000
Other Revenues	\$ 42,600
Measure N Revenue	\$ 185,818
Total Revenues	\$1,200,132
Less	
Salaries & Benefits	\$ 472,077
Services & Supplies	\$ 411,543
Total Expenditures	\$ 883,620
Capital Expenditures	\$ 236,664
Ending fund balance	\$ 506,841

NOTE: This is what the County has on record.

Beginning fund balance	\$ 129,832
2018/19 Budget	
Revenues	
Property Taxes	\$ 955,714
Interest	\$ 8,000
Inspection Fees	\$ 8,000
Other Revenues	\$ 42,600
Measure N Revenue	\$ 185,818
Total Revenues	\$1,200,132
Less	
Salaries & Benefits	\$ 472,077
Services & Supplies	\$ 411,543
Total Expenditures	\$ 883,620
Capital Expenditures	\$ 236,664
Ending fund balance	\$ 209,680

NOTE: This is what should have been on record.

BOULDER CREEK FIRE PROTECTION DISTRICT
Ending G/L Balances as of June 30, 2018

ASSET ACCOUNTS

10100	EQUITY IN POOLED	\$ 1,740,773.29
10200	IMPREST CASH	\$ 100.00
16100	LAND	\$ 300,295.00
16200	STRUCTURES AND IMPROVEMENTS	\$ 1,322,541.00
16400	EQUIPMENT	\$ 1,898,798.00
18200	AMOUNTS TO BE PROVIDED	\$ 80,612.00
Total Assets		\$ 5,343,119.29

LIABILITY ACCOUNTS

20100	VOUCHERS PAYABLE (VENDOR)	\$ (6,559.18)
20700	SALARIES AND BENEFITS PAYABLE	\$ (12,851.57)
20800	COMPENSATED ABSENCES-CURRENT	\$ (11,792.00)
20900	NET PENSION LIABILITY	\$ (68,820.00)
24000	STALE DATED WARRANTS LIABILITY	\$ (1,049.68)
Total Liabilities		\$ (101,072.43)

EQUITY ACCOUNTS

34101	NONSPENDABLE FB IMPREST CASH	\$ (100.00)
34351	COMMITTED - MOBILE EQMT REPLC	\$ (1,042,400.00)
34352	COMMITTED - WORKERS COMP	\$ (200,000.00)
34355	COMMITTED - BLDG IMPR RESERVE	\$ (4,498.00)
34358	COMMITTED - CLOTHG&PERSONL RES	\$ (34,630.00)
34400	FUND BALANCE	\$ (438,784.86)
34800	INVESTMENT IN GENERAL F/A	\$ (3,521,634.00)
Total Equity		\$ (5,242,046.86)

Total Liabilities & Equity	\$ (5,343,119.29)
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BOULDER CREEK FIRE PROTECTION
FY 2018-19 Final Budget

Revenues

40100	PROPERTY TAX-CURRENT SEC-GEN	\$	955,714.00
40192	ASSESSMENTS (Measure N)	\$	185,818.00
40430	INTEREST	\$	8,000.00
41306	INSPECTION FEES	\$	8,000.00
42384	OTHER REVENUE	\$	42,600.00
Total Revenues		\$	1,200,132.00

Expenditures

Character 50 -- SALARIES AND EMPLOYEE BENEF

51000	REGULAR PAY-PERMANENT	\$	241,082.00
51010	REGULAR PAY-EXTRA HELP	\$	29,915.00
51025	REGULAR PAY-CALL BACK	\$	85,000.00
52010	OASDI-SOCIAL SECURITY	\$	16,000.00
52015	PERS	\$	36,700.00
53010	EMPLOYEE INSURANCE & BENEFITS	\$	44,880.00
53015	UNEMPLOYMENT INSURANCE	\$	4,000.00
54010	WORKERS COMPENSATION INSURANCE	\$	14,500.00
Total Character 50		\$	472,077.00

Character 60 -- SERVICES AND SUPPLIES

61110	CLOTHING & PERSONAL SUPPLIES	\$	46,350.00
61215	RADIO	\$	16,400.00
61221	TELEPHONE-NON TELECOM 1099	\$	15,100.00
61310	FOOD	\$	1,000.00
61535	OTHER INSURANCE	\$	25,500.00
61720	MAINT-MOBILE EQUIPMENT-SERV	\$	84,200.00
61725	MAINT-OFFICE EQUIPMNT-SERVICES	\$	3,200.00
61730	MAINT-OTH EQUIP-SERVICES	\$	12,900.00
61845	MAINT-STRUCT/IMPS/GRDS-OTH-SRV	\$	20,128.00
62010	EMPL CERTIFICATES & LICENSES	\$	2,000.00
62020	MEMBERSHIPS	\$	2,730.00
62111	MISCELLANEOUS EXPENSE-SERVICES	\$	100.00
62214	DUPLICATING SERVICES	\$	1,800.00
62220	PHOTO COPY/PRINTER SUPPLIES	\$	300.00
62221	POSTAGE	\$	400.00
62222	SUBSCRIPTIONS/PERIODICALS	\$	200.00
62223	SUPPLIES	\$	7,000.00
62225	NON-PC SOFTWARE	\$	6,800.00
62301	ACCOUNTING AND AUDITING FEES	\$	4,300.00
62303	ADMIN SVCS BY OTHER CO DEPTS	\$	14,790.00
62316	COMPUTER PROF SERVICES	\$	9,600.00
62327	DIRECTORS' FEES	\$	2,400.00
62328	911 DISPATCH SERVICES	\$	28,900.00
62358	LAUNDRY SERVICES	\$	1,800.00

62360	LEGAL SERVICES	\$	5,000.00
62367	MEDICAL SERVICES-OTHER	\$	12,000.00
62381	PROF & SPECIAL SERV-OTHER	\$	7,600.00
62420	LEGAL NOTICES	\$	500.00
62710	FIELD EQUIPMENT	\$	5,340.00
62888	SPEC DIST EXP-SERVICES	\$	25,605.00
62914	EDUCATION & TRAINING(REPT)	\$	19,600.00
62920	GAS, OIL, FUEL	\$	15,000.00
63070	UTILITIES	\$	13,000.00
Total Character 60		\$	411,543.00
Character 80 -- FIXED ASSETS			
86110	BUILDINGS AND IMPROVEMENTS	\$	99,511.00
86209	MOBILE EQUIPMENT	\$	137,153.00
Total Character 80		\$	236,664.00
Total Expenditures		\$	1,120,284.00
EXCESS/(DEFICIENCY)		\$	79,848.00

FY 2018-2019 Line Item Detail

Salary and Benefits

51000 Regular Pay-Permanent

Fire Chief Salary	\$149,203
Fire Chief COLA 3.6%	\$5,371
Fire Chief PTO Payout 26 x71.73	\$1,865
Admin Secretary Salary 18 hrs. per week/\$20.55/hour	\$19,243
Officer's Stipend	\$34,200
PTM Worker wages	\$31,200
Sub Total	<u>\$241,082</u>

51010 Regular Pay-Extra Help

Extra Help Maintenance (24 hours per week @ \$17/hour)	\$21,220
Hydrant Maintenance (160 hours @ \$17/hour)	\$2,720
Hose Testing (175 hours @ \$17/hour)	\$2,975
Internship Program Instructors	\$3,000
Sub Total	<u>\$29,915</u>

51025 Regular Pay-Call Back

Firefighters Stipends For Calls	\$85,000
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52010 Oasdi-Social Security

\$16,000

52015 PERS Retirement

\$31,200

Lump Sum Unfunded Liability

\$5,500

Sub Total \$36,700

53010 Employee Insurance and Benefits

Dental	\$2,280
Health – Fire Chief	\$20,400
Health –Retired Fire Chief	\$21,600
Life Insurance – Fire Chief	\$250
Eye Care (Fire Chief)	\$350
Sub Total	<u>\$44,880</u>

53015 Unemployment Insurance

\$4,000

54010 Workers Comp

Coverage for Board Members, Secretary, and
Line personnel

\$14,500

Total Salary and Benefits \$472,077

Service and Supplies

61110 Clothing and Personal

For purchase of all PPE equipment and uniforms	
Fire Chief Uniforms	\$500
Part time maintenance workers uniforms	\$500
PPE	\$20,000
Rain Gear	\$3,000
Turnout Inspection Program	\$0
(9) Schedule A Turnouts (50% reimbursed by VFA Grant)	\$19,350
Firefighter uniforms	\$3,000
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Sub Total	\$46,350

61215 Radio

6 pagers per year replacement	\$4,000
1 Mobile & 3 Portable Radio's	\$10,000
Service all Radios every 3 years (Next FY 20/21)	\$0
Unanticipated radio and pager replacement, radio and pager repair, radio installation and maintenance	\$2,400
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Sub Total	\$16,400

61221 Telephone

Verizon – Cell Phone & Cradlepoints (Ipads)	3,400
Comcast (station phone lines, emergency phone line, DSL, TV & Phone line repairs)	\$6,700
Station phone maintenance contract with Avaya	\$5,000
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Sub Total	\$15,100

61310 Food

Pay night, miscellaneous training & travel; Fire Prevention, District Council & Administration Group Meetings	\$1,000
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61535 Other Insurance

Blanket policy for station, apparatus, miscellaneous equipment, earthquakes, auto accidents, errors and omissions, accidents on properties, and general liability	\$19,800
Accident & Sickness Coverage	\$5,700
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Sub Total	\$25,500

61720 Maintenance-Mobile Equipment

Maintenance and repairs of apparatus including parts, Labor and towing	\$80,000
Repairs to 2102	\$3,200
Add Receiver to 2110	\$1,000
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Sub Total	\$84,200

61725 Maintenance Office Equipment

Copy machine maintenance agreement	\$2,200
Unanticipated maintenance and repairs of office equipment	\$1,000
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Sub Total	\$3,200

61730 Maintenance –Other Equipment

Maintenance and repair of weed wacker, chainsaws, portable pumps, hydraulic tools & circular saws	\$7,000
SCBA Hydro test (Every 3 years, \$2,000 2021-22 FY)	\$0
Annual Extrication Equipment Service	\$3,000
Ladders (every 2 years 2022-23 FY)	\$1,000
Zoll Warranty (Defibrillators)	\$2,900
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	\$12,900

61845 Maintenance-Structures and Grounds

Repairs and maintenance of structures, grounds and landscape.

Refinish Wood Floors (Maintenance Coat Every 3 Years (2019-20 FY)	\$0
Seal Blacktop	\$800
Remove Roll Up Door to Storage Room	\$0
Repair or replace fencing North side of station	\$0
Hardscape front of office	\$3,458
Water system landscape North end	\$0
Apparatus Bay Roll Up Door Trim (South Door)	\$500
Termite Repair Work	\$5,000
Garbage Service	\$1,820
Carpet Cleaning	\$400
HVAC Service	\$1,200
Generator Service	\$1,200
Sprinkler System (5 Year Inspection 2023-24 FY)	\$600
Kitchen Hood System & Fire Extinguisher Service	\$850
Roll Up Door Service	\$800
Exhaust System Filters	\$500
Septic Pump Stn. 1	\$500
Septic Pump C21	\$500
Other	\$2,000
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Sub Total	\$20,128

62010 Employee Licenses and Certificates

Reimbursement for California driver's license, EMT And CPR reimbursement	\$2,000
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62020 Memberships

FDAC	\$550
BCBA	\$45
International Code Council	\$135
Santa Cruz County Fire Chiefs Association	\$300
Safety Belt Safe	\$200
Emergency Medical Services Integration Authority	\$1,500
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Sub Total	\$2,730

62111 Miscellaneous Expense – Services

Reimbursement to petty cash	\$100
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62214 Duplicating Services		
Duplicating Large Paper projects		\$500
(11) 11x17 Mapbooks		\$1,300
	Sub Total	<u>\$1,800</u>
62220 Photo Copy / Printer Supplies		
Printer Paper		\$300
62221 Postage		
Stamps, shipping packages		\$400
62222 Subscriptions		
Firehouse		\$30
Fire Engineering		\$30
Fire Chief		\$30
Fire Rescue		\$30
Fire Apparatus		\$35
Progressive Business Compliance (Labor Law Posters)		\$45
	Sub Total	<u>\$200</u>
62223 Supplies		
Glow sticks, duct tape, batteries, dish soap, office supplies, bottled water, Class A foam, flares, paper towels & toilet paper etc.		\$7,000
62225 Non PC Software		
Active 911 Software		\$600
Aptiris Software (email system)		\$3,600
Cisco Cloud Controller Subscription (\$250 every 3 years FY 19/20 next)		\$0
Justice MDM for IPADS		\$300
Firehouse Software		\$2,300
	Sub Total	<u>\$6,800</u>
62301 Accounting/Auditing Fees		
Annual District Audit (2017 last year of contract)		\$4,300
62303 Admin Services by Other County Departments		
SC County cashiering services		\$35
SC County warrant and auto deposit		\$1,750
SC County vendor claim		\$2,200
SC County property tax administrative fees Measure N		\$1,805
SC County property tax administrative fees		\$9,000
	Sub Total	<u>\$14,790</u>
62316 Computer Professional Services		
Cloud 1 Computer Management		\$9,600
62325 Directors' Fees		\$2,400

62328 911 Dispatch Services		
Netcom fees		\$28,900
62358 Laundry Services		
Dry cleaning, rags, towels & floor mats		\$1,800
62360 Legal Services		
Unanticipated legal fees to assist District with technical questions or problems (Fire Code Adoption Review Every 3 Years 2019-20 FY)		\$5,000
62367 Medical Services – Other		
New hire physicals, TB and Hepatitis B testing, Critical Incident Stress Debriefing, Cal OSHA 5199 compliance, miscellaneous unanticipated medical expenses		\$12,000
62381 Professional and Special Services – Other		
CSG Plan reviews		\$7,000
US Federal Contract – Systems Awards Management		\$600
	Sub Total	\$7,600
62420 Legal Notices		
Special postings for newspapers (Fire Codes 2019-20 FY)		\$500
62710 Field Equipment		
(1) Portable LED Light Type 3		\$840
Chainsaw Type 3		\$1,500
Firefighter Equipment		\$3,000
	Sub Total	\$5,340
62827 Election Expense		\$0
62888 Special District Expense		
This account is used for expenses that do not fit into other accounts. Most of the expenditures are unanticipated. Some known expenses for the upcoming year are:		
Assault Air Runner Treadmill		\$4,015
Back Office Computer		
(3) Jump Ropes		\$55
GASB 45 Actuarial (Every 3 years 2018-19 \$1,500)		\$0
GASB 68 Actuarial		\$650
CA State Board of Equalization Use Tax		\$1,000
Diesel fuel taxes		\$300
Mobile Air Support Unit JPA		\$1,000
Monterey Bay Air Pollution Control District		\$630
LAFCO fees		\$1,205
SCC Environmental Health Permit		\$1,200
Livescan Reimbursement		\$550
Other		\$15,000
	Sub Total	\$25,605

62914 Education and Training

Target Solutions	\$3,600
Construction Materials for Redwood Elementary	\$1,000
Towing fees for auto extrication drill	\$1,500
Special development classes (Classes for Directors, Administrative Secretary, Fire Chief, Officers & Firefighters)	\$10,000
SLV Education Trailer (includes student supplies)	\$2,000
Training supplies	\$1,500
Outside instructors	\$0

Sub Total \$19,600

62920 Gas, Oil, Fuel

For all motorized equipment and apparatus	\$15,000
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63070 Utilities

Gas, electric, water	<u>\$13,000</u>
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Total Services and Supplies **\$411,543**

Fixed Assets

86110 Buildings and Improvements

This account is used for major improvements, repairs and changes of land and buildings. Planned expenditures for this year are:

Fuel Shed & Fire Station Roof	\$99,511
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86204 Equipment

For purchase of anticipated and unanticipated firefighting equipment. Planned expenditures for this year are:

Hose	\$0
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86209 Mobile Equipment

This account is for mobile equipment purchases (Engines, utility and command vehicles). \$137,153 moved from **GL 34351 Mobile Equipment Reserve** for purchase of Type III chassis.

	<u>\$137,153</u>
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Total Capital Expenses	\$236,664
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Total Appropriations	\$1,120,284
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Committed Funds - Reserve Accounts

GL 34351	Mobile Equipment Reserve This account is for future apparatus purchases. The minimum goal for this fund is \$500,000. FY 18/19 added \$13,500 from sale of 2131, \$5,908 from Bear Fire reimbursement, \$1,753 from January FEMA reimbursement and \$663 from February FEMA reimbursement for a total of \$21,824.	\$803,694
GL 34352	Worker Comp Reserve For premium fluctuations due to catastrophic injury event. The minimum goal for this fund is \$250,000	\$250,000
GL 34355	Buildings and Improvements Reserve Reserve account for major upgrades, improvements, and unanticipated expenses. This account is also in place for future expansion when the Boulder Creek Recreation District vacates their current location on Boulder Creek Fire Protection District property, or potential expansion to the 13210 Central Ave. property. Solar panel replacement 2032. The minimum goal for this fund is \$500,000. FY 2018/2019 \$99,511 moved to 86110 - Buildings and Improvements for replacement of Fuel Shed and Fire Station Roof.	\$200,894
GL 34356	Equipment Reserve Reserve account for unanticipated equipment needs, and savings for future large equipment purchases such as hose, extrication equipment, and rescue equipment. The minimum goal for this fund is \$25,000.	\$35,000
GL 34358	Clothing and Personal Reserve Reserve account for unanticipated PPE needs and long-term savings for PPE replacement. The minimum goal for this fund is \$20,000.	\$34,630
GL 34349	Measure N Reserve Reserve account for Measure N funds to be used for Apparatus, SCBA and PPE purchases using the District's Adopted apparatus and equipment replacement plan. \$137,153 moved to 86209 - Mobile Equipment for purchase of Type III chassis	\$39,631
Total Committed Funds		\$1,363,849

BOULDER CREEK FIRE PROTECTION DISTRICT

RESOLUTION 18-07

RESOLUTION DETERMINING DESIGNATED RESERVE FUNDS FOR FISCAL YEAR
2018-2019

WHEREAS, the Boulder Creek Fire Protection District has need of funds from time to time for major expenses such as claims, purchases, repairs or replacements; and

WHEREAS, these funds should be designated annually by resolution and should not be part of the annual fiscal year budget;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Worker's Compensation Reserve Account GL 34352, for any large Worker's Compensation claims, will be \$250,000;

FURTHER, BE IT RESLOVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Buildings and Improvements Reserve Account GL 34355, for major structure upgrades or repairs, will be \$200,894;

FURTHER, BE IT RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Equipment Reserve Account GL 34356, for unanticipated equipment needs and savings for large equipment purchases, will be \$35,000;

FURTHER. BE IT RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Mobile Equipment Reserve Account GL 34351, for purchase or replacement of mobile equipment, will be \$803,694;

FURTHER. BE IT RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Clothing and Personal Reserve Account GL 34358, for any necessary large clothing and personal expenses, will be \$34,630;

AND BE IT FURTHER RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Measure N Account GL 34349, for Personal Protective Equipment, Self Contained Breathing Apparatus and Apparatus replacement, will be \$39,631.

PASSED AND ADOPTED by the Board of Directors of the Boulder Creek Fire Protection District on the 25th day of August 2018 by the following called vote:

AYES:

NOES:

ABSENT

APPROVED:

ATTESTED:

Rick Rogers, Chairman of the Board

Pearl Vickers, Secretary

BOULDER CREEK FIRE PROTECTION DISTRICT

RESOLUTION 18-07

RESOLUTION DETERMINING DESIGNATED RESERVE FUNDS FOR FISCAL YEAR
2018-2019

WHEREAS, the Boulder Creek Fire Protection District has need of funds from time to time for major expenses such as claims, purchases, repairs or replacements; and

WHEREAS, these funds should be designated annually by resolution and should not be part of the annual fiscal year budget;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Worker's Compensation Reserve Account GL 34352, for any large Worker's Compensation claims, will be \$250,000;

FURTHER, BE IT RESLOVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Buildings and Improvements Reserve Account GL 34355, for major structure upgrades or repairs, will be \$200,894;

FURTHER, BE IT RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Equipment Reserve Account GL 34356, for unanticipated equipment needs and savings for large equipment purchases, will be \$35,000;

FURTHER. BE IT RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Mobile Equipment Reserve Account GL 34351, for purchase or replacement of mobile equipment, will be \$803,694;

FURTHER. BE IT RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Clothing and Personal Reserve Account GL 34358, for any necessary large clothing and personal expenses, will be \$34,630;

AND BE IT FURTHER RESOLVED AND ORDERED by the Board of Directors of the Boulder Creek Fire Protection District that for fiscal year 2018-2019 the Measure N Account GL 34349, for Personal Protective Equipment, Self Contained Breathing Apparatus and Apparatus replacement, will be \$39,631.

PASSED AND ADOPTED by the Board of Directors of the Boulder Creek Fire Protection District on the 25th day of August 2018 by the following called vote:

AYES:

NOES:

ABSENT

APPROVED:

ATTESTED:

Rick Rogers, Chairman of the Board

Pearl Vickers, Secretary

BOULDER CREEK FIRE PROTECTION DISTRICT

RESOLUTION 18-08

ADOPTION OF BUDGET FOR FISCAL YEAR 2018-2019

WHEREAS, the Board of Directors of the Boulder Creek Fire Protection District received and reviewed the preliminary budget for fiscal year 2018-2019 during the meeting of August 11, 2018; and

WHEREAS, all changes have been made to reflect the latest 2017-2018 expense figures, figures for Measure N and the County Auditor's anticipated revenue figures for fiscal year 2018-2019.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Boulder Creek Fire Protection District that the Fiscal Year 2018-2019 Budget is hereby adopted in the total amount of \$1,120,284. This includes \$472,077 Salaries and Benefits, \$411,543 Services and Supplies and \$236,664 Capital Improvements. Total Anticipated Revenues are \$1,200,132 and total undesignated funds from fiscal year 2017-2018 are \$79,848.

PASSED AND ADOPTED by the Board of Directors of the Boulder Creek Fire Protection District on the 25th day of August 2018 by the following called vote:

AYES:

NOES:

ABSENT:

APPROVED:

ATTESTED:

Rick Rogers, Chairman of the Board

Pearl Vickers, Secretary

BOULDER CREEK FIRE PROTECTION DISTRICT

RESOLUTION 18-09

RESOLUTION APPROVING TRANSFER OF FUNDS FOR
PURCHASE OF TYPE 3 CHASSIS

WHEREAS, the District will be purchasing a Type 3 Engine Chassis; and

Whereas, the District needs to transfer \$137,153 from Measure N Reserve Account GL 34349 to Fixed Asset Account 86209, Mobile Equipment; and

WHEREAS, transferring funds from one account to a reserve account requires approval by the Board of Directors;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Boulder Creek Fire Protection District that the Board approves transfer of \$137,153 from Measure N Reserve Account GL 34349 to Fixed Asset Account 86209, Mobile Equipment.

PASSED AND ADOPTED by the Board of Directors of the Boulder Creek Fire Protection District on the 25th day of August 2018, by the following called vote:

AYES:

NOES:

ABSENT:

APPROVED

ATTESTED

Rick Rogers, Chairman of the Board

Pearl Vickers, Secretary

BOULDER CREEK FIRE PROTECTION DISTRICT

RESOLUTION 18-10

RESOLUTION APPROVING TRANSFER OF FUNDS FOR
REPLACEMENT OF FUEL SHED AND FIRE STATION ROOF

WHEREAS, the District will be replacing the fuel shed and fire station roof;
and

Whereas, the District needs to transfer \$99,511 from Buildings and
Improvements Reserve Account GL 34355 to Fixed Asset Account 86110, Buildings
and Improvements; and

WHEREAS, transferring funds from one account to a reserve account
requires approval by the Board of Directors;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Boulder
Creek Fire Protection District that the Board approves transfer of \$99,511 from
Buildings and Improvements Reserve Account GL 34355 to Fixed Asset Account
86110, Buildings and Improvements.

PASSED AND ADOPTED by the Board of Directors of the Boulder Creek Fire
Protection District on the 25th day of August 2018, by the following called vote:

AYES:

NOES:

ABSENT:

APPROVED

ATTESTED

Rick Rogers, Chairman of the Board

Pearl Vickers, Secretary