

West Plainfield Fire Protection District

24901 County Road 95, Davis, California 95616 (530)756-0212

BOARD OF COMMISSIONERS MEETING

June 18, 2019 at 7:00 PM

To be held at West Plainfield Fire Department
24901 County Road 95, Davis, CA 95616

1. Call the meeting to order
2. Review and Discussion of Bills
 - a. Approve Payment of Bills (Page 1)
3. Public comment
4. Lillard Hall
 - a. Lillard Hall Public Business
 - b. Lillard Hall Manager Report (Page 2)
 - c. Lillard Hall Committee Report (Hierpe, Guarino)
 - i. Financial Analysis Report
 - ii. Landscaping / Fencing
5. Financials
 - a. Deposits (Page 3)
 - b. Financial Reports (Page 4-7)
6. New Business
 - a. Discussion/Action Policy regarding District Bid Policy (Beoshanz)(Page 8)
7. Old Business
 - a. Fire District Website Update (Heins)
 - b. Fire Station Structural Repair Update (Heins)
8. Chiefs Report
9. Assistant Chiefs Report
10. Volunteer Activities Report
11. Committee Reports
 - a. Standing Committees
 - i. Benefits Committee Report (Hierpe, Guarino)
 - ii. Budget Committee Report (Hierpe, Yeager)
 - a) Discussion/Action – Committee Recommendations (Page 9-30)
 - 1) Continue the County Controller Practice re Interest Allocation
 - 2) Staff run Labor Distribution Report each pay period for total costs reimbursement of Hall Manager's salary
 - 3) Purchase laptop and configure solely for District use
 - 4) Direct staff to open District mail and distribute accordingly
 - 5) Adopt the proposed 2019-2020 District Budget
 - iii. Personnel Committee Report (Hierpe, Guarino)
 - iv. District Funding and Development Committee (Yeager, Beoshanz,)
 - b. Ad Hoc Committees
 - i. IHS Liaison Committee (McMullen, Guarino)
12. Training Liaison Report (Yeager)
13. Fire Prevention Liaison Report (McMullen)
14. Facilities/Equipment Repair Liaison Report (Beoshanz)
15. Consent Calendar
 - a. Quarterly Personnel Responses Summary (Page 31-33)
 - b. Quarterly Incident Narratives (Page 34-37)
16. Minutes
 - a. Approval of May 21, 2019 Board Meeting Minutes (Page 38-41)
17. Clerk's Report
18. Open Forum
19. Calendar
 - a. The next regular scheduled Board meeting will be July 16, 2019 at 7:00 pm unless another date is agreed upon.

West Plainfield Fire Protection District

24901 Road 95, Davis, California 95616 • (530) 756-0212

June 18, 2019

Auditor-Controller
625 Court Street
Woodland, CA 95695

This letter is to inform you that the West Plainfield Fire Protection District's Board of Commissioners has approved for payment the bills listed below:

ATT	\$ 44.47
California Prison Industry Authority	582.37
CSFA	2,640.00
Curtis	2,497.23
Entenmann-Rovin	230.82
Fire Districts	110.00
Interstate Oil	1,198.33
PG&E	977.72
Pisani's	188.80
Quill	202.35
Waste Management	319.83
West Coast Frame & Collision	<u>68.76</u>
Total	\$ 9,060.68

* Not included in total

June 18, 2019

Lillard Hall Report

Deposit Income: \$400.00 Dog Group
\$600.00 Hinajosa party
\$600.00 Moncada party
\$600.00 Pedroza party

Total: \$2200.00

Deposit: \$500.00 Hinajosa party
\$500.00 Sandra Hernandez party
\$500.00 Portella party
\$500.00 Moreno party
\$500.00 Janet Hernandez party

Total: \$2,500.00

Expenses: \$111.14 WPPFD - PG&E bill - March 15 to April 1
\$500.00 Pedroza deposit refund
\$500.00 Sanchez deposit refund
\$50.00 Eva Patino, hall cleaning
\$500.00 Hinajosa deposit refund
\$500.00 J. Hernandez deposit refund
\$500.00 Moncada party

Total: \$2,661.14

Balance: \$27,007.46

Jo Yeager

DEPOSITS – June 18, 2019

Total deposit of \$ 2,650.08

YCPARMIA – Reimbursement Temporary Disability – Delgadillo	\$ 2,538.64
PG&E – Reimbursement Lillard Hall electricity	111.44

Trial Balance

GL291 - Date 06/14/19
Time 13:37

Company 1000 - YOLO COUNTY
Trial Balance
For Period 11 Through 11 Ending May 31, 2019
USD

6223 W. PLAINFIELD FIRE DIST BAL SHT

6223

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
100000-0000	CASH IN TREASURY	312,468.50			280,022.15
101000-0121	RC-WPF FPD CAP ASSET REPL	318,861.56			318,861.56
101000-0122	RC-WPF FPD ACCRUED LEAVE	22,779.05			22,779.05
111010-0000	PROP TAX REC-CURR SEC	15,020.08			15,020.08
111090-0000	PROP TAX REC-CURR SEC SUPPL	26.67			504.23
181100-0000	BUILDING & IMPROVEMENT	97,149.28			97,149.28
181200-0000	IMPRV OTHR THAN BLDG	27,567.00			27,567.00
181400-0000	EQUIPMENT	789,118.80			789,118.80
182100-0000	ACCUM. DEP-BLDG & IMPRV	88,352.83			88,352.83
182200-0000	ACCUM. DEP-IMPRV OTHR THAN BL	13,817.00			13,817.00
182400-0000	ACCUM. DEP-EQUIPMENT	575,348.41			575,348.41
300100-0000	NET INVESTMENT IN CAPITAL ASSE	236,316.84			236,316.84
300600-0001	FD BAL-ASSIGNED-CAP ASSET REPL	315,798.32			317,522.53
300600-0002	FD BAL-ASSIGNED-ACRUED LEAVE	22,412.08			22,412.08
300600-0003	FD BAL-ASSIGNED-GEN RESERVE	149,825.00			149,825.00
300990-0000	UNASSIGNED	4,456.35			2,732.14
400100-0000	PROP TAXES-CURRENT SECURED	296,823.52			296,823.52
400101-0000	PROP TAXES-CURRENT UNSECURED	26,806.66			26,761.24
400111-0000	PROP TAXES-PRIOR UNSECURED	364.30			1,046.67
400120-0000	SUPPLEMENTAL PROP TAXES CURR	515.77			142.61
400121-0000	SUPPLEMENTAL PROP TAXES PRIOR	142.61			8,253.20
400700-0000	INVESTMENT EARNINGS-POOL	8,253.20			3.55
401061-0000	ST-HIGHWAY PROPERTY RENTALS	3.55			1,581.20
401240-0000	ST-HOMEOWNERS PROP TAX RELIEF	1,344.02			88,000.00
402020-0000	OTHR COUNTIES & CITIES-YOL CTY	88,000.00			147,000.00
402090-0002	OTHER TRERAL - YOCHA DEHE CAPI	147,000.00			20,997.21
404117-0000	OTH MISC-INSURANCE PROCEEDS	18,712.43			346.37
404190-0000	OTHER MISC REVENUES	346.37			172,437.19
500100-0000	REGULAR EMPLOYEES	151,637.68			7,925.50
500320-0000	OASDI	6,990.03			1,853.58
500330-0000	FICA/MEDICARE	1,634.80			1,917.05
500380-0000	UNEMPLOYMENT INSURANCE	870.70			9,138.07
500390-0000	WORKERS' COMP INSURANCE	8,125.59			25,188.56
501010-0000	CLOTHING & PERSONAL SUPPLIES	22,769.71			6,622.18
501020-0000	COMMUNICATIONS	6,503.48			2,046.68
501040-0000	HOUSEHOLD EXPENSE	1,886.67			5,000.00
501051-0000	INSURANCE-PUBLIC LIABILITY	5,000.00			13,999.77
501053-0000	INSURANCE-OTHER	13,999.77			25,045.36
501070-0000	MAINTENANCE-EQUIPMENT	19,146.12			998.94
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	877.32			877.32
501080-0000	MED, DENTAL, & LAB SUPPLIES	455.00			680.00
501090-0000	MEMBERSHIPS	431.16			2,413.05
501100-0000	MISCELLANEOUS EXPENSE	120.20			120.20
501102-0000	MISC EXP-CREDIT CARD SVC CHRGS	2,388.33			2,388.33
501110-0000	OFFICE EXPENSE	37.94			37.94
501111-0000	OFFICE EXP-POSTAGE	150.00			150.00
501151-0000	PROF & SPEC SVC-AUDITG & ACCTG	153.00			153.00
501155-0000	PROF & SPEC SVC-MED, DENTAL, LAB	153.00			153.00

Trial Balance

GL291 - Date 06/14/19
Time 13:37

Company 1000 - YOLO COUNTY
Trial Balance
For Period 11 Through 11 Ending May 31, 2019

Base Currency
Amounts

Page 2

USD

Fiscal Year 2019

6223

W. PLAINFIELD FIRE DIST BAL SHT

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
501165-0000	PROF & SPEC SVC-OTHER	145.68			291.36
501205-0000	TRAINING	388.00			388.00
501210-0000	MINOR EQUIPMENT	35,927.40			35,927.40
501249-0000	SPEC DPT EXP-OTHER	4,272.81			503.73
501250-0000	TRANSPORTATION AND TRAVEL	5,752.42	982.67		4,272.81
501360-0000	UTILITIES	119,765.92			6,735.09
503070-0000	EQUIPMENT				119,765.92
503071-0000	EQUIPMENT-VEHICLE				769.26
	*** Totals	0.00	40,099.89	40,099.89	0.00

Income Statement

GL293 Date 06/14/19
Time 13:41

Company 1000 - YOLO COUNTY
Income Statement
For Period 11 Through 11 Ending May 31, 2019

USD

Page 1

Fiscal Year 2019

6223

W. PLAINFIELD FIRE DIST BAL SHT

YOLOCOUNTY

Account Nbr	Description	Period Amount	Year To Date	Last Year Period	Last Year To Date
NETFUND/POST	NET FUND BALANCE				
REVENUES	REVENUES				
TAXES	TAXES				
PROPERTY TAX	PROPERTY TAX				
400100-0000	PROP TAXES-CURRENT SECURED	0.00	296,823.52-	1.93	280,808.94-
400101-0000	PROP TAXES-CURRENT UNSECURED	45.42	26,761.24-	58.17	47,027.60-
400111-0000	PROP TAXES-PRIOR UNSECURED	21.74	386.04-	3.60	381.79-
400120-0000	SUPPLEMENTAL PROP TAXES CURR	530.90	1,046.67-	37.87	652.86-
400121-0000	SUPPLEMENTAL PROP TAXES PRIOR	0.00	142.61-	51.28	154.70-
	Total PROPERTY TAX	507.22	325,160.08-	32.65	329,025.89-
	Total TAXES	507.22	325,160.08-	32.65	329,025.89-
REVUSEMONEY	REVENUE FROM USE OF MONEY AND				
400700-0000	INVESTMENT EARNINGS-POOL	0.00	8,253.20-	0.00	3,567.14-
	Total REVENUE FROM USE OF MONEY	0.00	8,253.20-	0.00	3,567.14-
INTGOVREVENU	INTERGOVERNMENTAL REVENUES				
STATEREV	STATE REVENUE				
401061-0000	ST-HIGHWAY PROPERTY RENTALS	0.00	3.55-	0.00	2.55-
401240-0000	ST-HOMEOWNERS PROP TAX RELIEF	237.18	1,581.20-	224.68	1,497.88-
	Total STATE REVENUE	237.18	1,584.75-	224.68	1,500.43-
OTHRGOVAGNCY	OTHER GOVERNMENTAL AGENCIES				
402020-0000	OTHER COUNTIES & CITIES-YOL CITY	0.00	88,000.00-	0.00	0.00
402090-0002	OTHER TRIBAL - YOCHA DEHE CAPI	0.00	147,000.00-	0.00	0.00
	Total OTHER GOVERNMENTAL AGENC	0.00	235,000.00-	0.00	0.00
	Total INTERGOVERNMENTAL REVENU	237.18	236,584.75-	224.68	1,500.43-
MISCREVENUES	MISCELLANEOUS REVENUES				
404117-0000	OTH MISC-INSURANCE PROCEEDS	2,284.78	20,997.21-	2,062.66	17,207.33-
404190-0000	OTHER MISC REVENUES	0.00	346.37-	0.00	1,086.54-
	Total MISCELLANEOUS REVENUES	2,284.78	21,343.58-	2,062.66	18,293.87-
OTHRFINANSRC	OTHER FINANCING SOURCES				
405000-0000	SALE OF CAPITAL ASSETS	0.00	0.00	0.00	3,175.00-
	Total OTHER FINANCING SOURCES	0.00	0.00	0.00	3,175.00-
	Total REVENUES	3,029.18	591,341.61-	2,319.99	355,562.33-
EXPENDITURES	EXPENDITURES				
SALARY&BEN	SALARIES AND EMPLOYEE BENEFITS				
SALARY&WAGES	SALARIES AND WAGES				
500100-0000	REGULAR EMPLOYEES	20,799.51	172,437.19	13,810.82	149,706.51
	Total SALARY AND WAGES	20,799.51	172,437.19	13,810.82	149,706.51
EMPBENEFITS	EMPLOYEE BENEFITS				
500320-0000	OASDI	935.47	7,925.50	620.20	7,216.20
500330-0000	FICA/MEDICARE	218.78	1,853.58	145.05	1,687.67
500380-0000	UNEMPLOYMENT INSURANCE	46.35	917.05	62.34	656.46
500390-0000	WORKERS' COMP INSURANCE	1,012.48	9,138.07	0.00	5,000.00
	Total EMPLOYEE BENEFITS	2,213.08	19,834.20	827.59	14,560.33
	Total SALARIES AND EMPLOYEE BE	23,012.59	192,271.39	14,638.41	164,266.84
SERVSUPPLIES	SERVICES AND SUPPLIES				
501010-0000	CLOTHING & PERSONAL SUPPLIES	2,418.85	25,188.56	155.99	527.76
501020-0000	COMMUNICATIONS	118.70	6,622.18	28.62	257.91
501040-0000	HOUSEHOLD EXPENSE	160.01	2,046.68	198.22	4,042.74
501051-0000	INSURANCE-PUBLIC LIABILITY	0.00	5,000.00	0.00	5,000.00
501052-0000	INSURANCE-FIRE & EXTENDED	0.00	0.00	0.00	818.78
501053-0000	INSURANCE-OTHER	0.00	13,999.77	0.00	49.59
501070-0000	MAINTENANCE-EQUIPMENT	5,899.24	25,045.36	3,033.11	9,389.97

Income Statement

GL293 Date 06/14/19
Time 13:41

Company 1000 - YOLO COUNTY
Income Statement
For Period 11 Through 11 Ending May 31, 2019

USD

6223

6223

W. PLAINFIELD FIRE DIST BAL SHT

YOLOCOUNTY

Account Nbr	Description	Period Amount	Year To Date	Last Year Period	Last Year To Date
SERVSUPPLIES	SERVICES AND SUPPLIES	0.00	998.94	335.11	10.86-
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	0.00	877.32	0.00	1,992.34
501080-0000	MED, DENTAL, & LAB SUPPLIES	225.00	680.00	2,480.00	2,541.00
501090-0000	MEMBERSHIPS	1,981.89	2,413.05	0.00	128.35
501100-0000	MISCELLANEOUS EXPENSE	0.00	120.20	0.00	0.00
501102-0000	MISC EXP-CREDIT CARD SVC CHRGS	0.00	2,388.33	2,092.04	2,891.39
501110-0000	OFFICE EXPENSE	0.00	37.94	0.00	2,244.94
501111-0000	OFFICE EXP-POSTAGE	0.00	150.00	0.00	156.93
501151-0000	PROF & SPEC SVC-AUDITG & ACCTG	0.00	0.00	0.00	2,029.35
501152-0000	PROF & SPEC SVC-INFO TECH SVC	0.00	153.00	0.00	0.00
501155-0000	PROF & SPEC SVC-MED, DENTAL, LAB	0.00	291.36	0.00	145.68
501165-0000	PROF & SPEC SVC-OTHER	145.68	0.00	0.00	529.14
501190-0000	RENTS AND LEASES - EQUIPMENT	0.00	388.00	0.00	2,887.00
501205-0000	TRAINING	0.00	35,927.40	599.91	7,872.45-
501210-0000	MINOR EQUIPMENT	0.00	503.73	0.00	0.00
501249-0000	SPECIPT EXP-OTHER	0.00	4,272.81	0.00	544.74-
501250-0000	TRANSPORTATION AND TRAVEL	0.00	0.00	0.00	1,058.69
501251-0000	TRANSP & TRAVEL-FUEL	0.00	6,735.09	410.59	3,054.68
501260-0000	UTILITIES	982.67	133,839.72	9,333.59	29,318.19
	Total SERVICES AND SUPPLIES	11,932.04	119,765.92	0.00	1,118.11
CAPITALASSET	CAPITAL ASSETS	0.00	0.00	0.00	46,919.51
503070-0000	EQUIPMENT	0.00	769.26	0.00	48,037.62
503071-0000	EQUIPMENT-VEHICLE	0.00	120,535.18	0.00	241,622.65
	Total CAPITAL ASSETS	0.00	446,646.29	23,972.00	113,939.68-
	Total EXPENDITURES	34,944.63	144,695.32-	21,652.01	
	Total NET FUND BALANCE	31,915.45			



William Heins <wheins@westplainfieldfire.com>

Request

Deborah Sulejmani <Deborah.Sulejmani@yolocounty.org>
To: William Heins <wheins@westplainfieldfire.com>

Tue, Mar 21, 2017 at 11:23 AM

Hi Bill --

This is what I learned regarding your question.

You mention you were quoted government pricing - Is that pricing 'just' a negotiated price, or are you actually piggy-backing on to a government contract?

If the pricing is due to piggy-backing on an existing contract, no more quotes would be necessary.

If pricing is simply a negotiated price, the number of quotes needed depends on the value of the equipment being purchased.

If value is	\$5000 - \$10000	2 quotes are needed
	\$10000 - \$49999	3 quotes needed
	\$50000 and over	has to be bid out

Hope this much gives some information needed.

Thanks.

Deb

From: William Heins [<mailto:wheins@westplainfieldfire.com>]
Sent: Tuesday, March 21, 2017 9:47 AM

[Quoted text hidden]

[Quoted text hidden]

West Plainfield Fire Protection District

24901 Road 95, Davis, California 95616 • (530) 756-0212

**Minutes – June 7, 2019 & June 10, 2019
West Plainfield Fire Protection District Budget Committee**

1. CALL TO ORDER

The meeting was called to order at 1:00 pm by Chair Charles Hjerpe.

Present were: Committee members: Charles Hjerpe and Jim Yeager
Staff: Chief Cherie Rita and Assistant Chief Bill Heins

2. Public Comment

No Public Comment

3. Discussion/Action

a) Discussion/Action - Analysis and Review of Report by Mark Krummenacker

i) Possible Changes to General Procedures re Budget

The Committee recommends:

- Keep the interest earned on Reserve funds in their own accounts. By doing so the Budget Committee and Board will be able to easily see the interest earned in the individual accounts.
- Hall Manager reimbursement – because the Hall Manager's salary also includes additional fees/costs a Labor Distribution Report should be created each pay period and sent to the Hall Manager for total cost reimbursement.

ii) Possible Changes to General Procedures re Bill Paying

The Committee recommends:

- Purchase a laptop or tablet for the Clerk and configure solely for District use. The laptop/tablet should only be used for District business, such as: taking/transcribing/correcting minutes, preparing agendas, bill processing and other general District correspondence or business.
- Provide additional tools and/or training to the Board Clerk re appropriate allocation of expenditures.
- Direct paid staff to open District mail that could be, or is clearly, District financial correspondence, scan bills and place in District financial shared electronic folder, and sort and deliver member mail to the appropriate mailbox.

The remaining agenda was continued to June 10, 2019, at 4:00 pm.

Minutes – June 7, 2019 & June 10, 2019
West Plainfield Fire Protection District Budget Committee

CALL TO ORDER – CONTINUED MEETING

The continued meeting was called to order at 4:00 pm on June 10, 2019, by Chair Charles Hjerpe.

Present were: Committee members: Charles Hjerpe and Jim Yeager
Staff: Chief Cherie Rita and Assistant Chief Bill Heins

3. Discussion/Action (continued)

b) Discussion/Action - Develop Proposed 2019/2020 Budget

Chief Rita indicated that, as presented and after taking into considerations the manner in which new-build costs are journaled, the budget meets the District guidelines for a balanced budget: (1) the total appropriated in the *Salaries and Benefits* and *Services and Supplies* categories does not exceed the estimated revenues for fiscal year 2019-2020; (2) the balance in the *General Reserve* fund is roughly one-half (1/2) the estimated revenues for fiscal year 2019-2020, and (3) the amount appropriated for contingencies is greater than three percent (3%) of the estimated revenues for fiscal year 2019-2020.

In addition to the usual, the proposed budget contains funding for: (1) possible raises/promotions for paid staff; (2) pest control service/traps; (3) new wall map of District and map pages; (4) completion of build-up of B30 (replacing G30) and build-up/re-chassis of W230; (5) public address system; and (6) laptop. This proposed budget continues to set aside \$75,000 for purchase of a modular unit.

The Committee recommends:

- The Board adopt the proposed 2019-2020 Budget as presented

c) Discussion/Action - Purchases

i) Quote Guidelines

The Committee felt that since the policy is set by the County following the State Controller's Manual, there was no need to modify the District's policy. Therefore, the Committee recommends

- Make no changes to the existing policy regarding purchases, informal and formal quotes/bids

ii) Possible Changes to WPL Procedures

The Committee recommends:

- No changes be made to current WPL policy regarding purchases

Minutes – June 7, 2019 & June 10, 2019
West Plainfield Fire Protection District Budget Committee

4. Calendar

The next Budget Committee meeting to be determined.

Meeting adjourned 4:45 pm.

Committee Chair

Staff

DRAFT

West Plainfield Fire Protection District Commissioners
24901 County Road 95
Davis CA 95616

Report of Review of Accounts (not an audit)

I was hired to review the West Plainfield Fire Protection District's accounting transactions accounted for within County of Yolo's financial system. As you know the County implemented a new financial system, Infor, as of 11/1/2015. Due to challenging new system implementation, as well as the ongoing staffing changes within the County of Yolo's Department of Financial Services (DFS), has led to concerns about whether accounting practices have been consistently applied over the past several years.

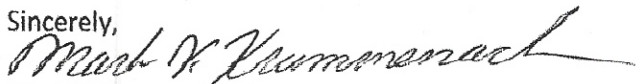
My review consisted of the following:

- 1) I compiled accounting data from fiscal year 2013-14 to the current year and presented it in a format that is helpful in reviewing for revenue and expenditure trends. The presentation is also in a financial statement format and includes additional information about the annual transactions in each of the reserve accounts: general reserve, capital asset replacement reserve and accrued leave reserve.
- 2) I reviewed the budgets of each year to determine that amount of reserve transfers adopted by the District's Commissioners and compared this to the amounts transferred.
- 3) I reviewed all 2018-19 non-payroll disbursement invoices to determine whether the amounts disbursed were properly paid out of the District's fund and recorded to the proper expenditure accounts.

As a result of my review my findings are as follows:

- 1) All disbursements were properly charged against the District's fund.
- 2) 41% of non-payroll disbursements were classified to incorrect accounts. The "Minor Equipment" expenditure account was totally misused. Other examples are as follows:
 - a) Copier rental was recorded to "Maintenance-Equipment" and "Office Expense". The correct account is "Rents and Leases-Equipment".
 - b) Communication equipment repair and batteries were coded to "Communications". The correct account is "Maintenance-Equipment".
 - c) New vehicle buildup expenditures were coded to "Minor Equipment" and to "Maintenance-Equipment". The correct account is "Equipment".
- 3) Staff will need to do a complete expenditure review to accumulate all vehicle build up costs and separate the costs to each vehicle for proper year end accounting and grant reporting and report the changes to coding to DFS.
- 4) The reimbursement of the hall manager was not coded correctly nor billed in the correct amount. I provided the proper amount and coding for this fiscal year through 5/31/19.
- 5) The reserve adjustments adopted by the Commissioners in fiscal years 2016-17 and 2017-18 budgets were not recorded by DFS.
- 6) In the past interest on all reserve balance was credit to the general cash account. Beginning with the implementation of Infor in fiscal year 2015-16 interest earned on reserve cash was credited to the reserve balances. The Commissioners should discuss whether this change is proper.
- 7) DFS recorded 6/30/17 accounts payable twice resulting in fiscal year 2016-17 expenditures being overstated and unassigned fund balance understated by \$22,890. The resulting accounts payable reversal caused fiscal year 2017-18 expenditures to be understated. Fortunately, this is a self-correcting error. Fund balances as of 6/30/18 are properly stated.

Sincerely,


Mark V. Krummehacker

**WEST PLAINFIELD FPD
FINANCIAL DATA HISTORICAL TREND
FY 2014 TO 2019**

BALANCE SHEET

	2013-14 GENLED	2014-15 GENLED	2015-16 INFOR	2016-17 INFOR	2017-2018 INFOR	TO 4-30-19 2018-19 INFOR
ASSETS						
CURRENT ASSETS:						
CASH IN TREASURY	\$ 178,060.87	\$ 199,748.61	\$ 202,479.40	\$ 291,710.68	\$ 389,461.28	\$ 310,662.92
RESTRICTED CASH-CAP ASSET REPL	84,126.93	104,126.93	136,393.94	137,300.23	80,798.32	317,522.53
RESTR CASH-ACCRUED LEAVE	17,801.00	20,971.00	21,565.49	21,708.77	22,412.08	22,646.94
PROPERTY TAX RECEIVABLE	148.46	293.19	1,657.71	2,980.36	3,008.86	14,993.41
ACCOUNTS RECEIVABLE	4,242.87	-	-	5,870.16	4,957.05	-
DUE FROM OTHER AGENCIES	-	-	3,314.79	-	-	-
TOTAL CURRENT ASSETS	284,380.13	325,139.73	365,411.33	459,570.20	500,637.59	665,825.80
CAPITAL ASSETS:						
IMPROVEMENTS OTHER THAN BLDGS	27,567.00	27,567.00	27,567.00	27,567.00	27,567.00	27,567.00
BUILDINGS & IMPROVEMENTS	97,149.28	97,149.28	97,149.28	97,149.28	97,149.28	97,149.28
EQUIPMENT	645,385.81	650,385.81	650,385.81	784,699.30	789,118.80	789,118.80
ACCUMULATED DEPRECIATION	(560,410.93)	(593,227.36)	(626,168.79)	(665,825.29)	(677,518.24)	(677,518.24)
NET CAPITAL ASSETS	209,691.16	181,874.73	148,933.30	243,590.29	236,316.84	236,316.84
TOTAL ASSETS	\$ 494,071.29	\$ 507,014.46	\$ 514,344.63	\$ 703,160.49	\$ 736,954.43	\$ 902,142.64
LIABILITIES AND FUND BALANCES						
CURRENT LIABILITIES:						
ACCRUED PAYROLL	\$ 6,685.14	\$ 3,326.51	\$ 3,244.93	\$ 4,456.92	\$ 4,013.70	\$ -
ACCOUNTS PAYABLE	2,227.66	4,661.24	2,940.50	23,201.30	4,132.14	-
TOTAL CURRENT LIABILITIES	8,912.80	7,987.75	6,185.43	27,658.22	8,145.84	-
FUND BALANCES:						
NET INVESTMENT IN CAPITAL ASSETS	209,691.16	181,874.73	148,933.30	243,590.29	236,316.84	236,316.84
FB-ASSIGNED-CAPITAL ASSET REPL	84,126.93	104,126.93	136,393.94	137,300.23	80,798.32	315,798.32
FB-ASSIGNED-ACCRUED LEAVE	17,801.00	20,971.00	21,565.49	21,708.77	22,412.08	22,412.08
FB-ASSIGNED-GENERAL RESERVE	125,932.00	133,697.00	149,825.00	149,825.00	149,825.00	149,825.00
FB-UNASSIGNED	47,607.40	58,357.05	51,441.47	123,077.98	239,456.35	177,790.40
TOTAL FUND BALANCES	485,158.49	499,026.71	508,159.20	675,502.27	728,808.59	902,142.64
TOTAL LIABILITIES AND FUND BALANCES	\$ 494,071.29	\$ 507,014.46	\$ 514,344.63	\$ 703,160.49	\$ 736,954.43	\$ 902,142.64
PROOF	0.00	0.00	0.00	0.00	0.00	0.00

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**WEST PLAINFIELD FPD
FINANCIAL DATA HISTORICAL TREND
FY 2014 TO 2019**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BLANCE

REVENUE	2013-14 GENLED	2014-15 GENLED	2015-16 INFOR	2016-17 INFOR	2017-2018 INFOR	TO 4-30-19 2018-19 INFOR
PROPERTY TAXES:						
PROPERTY TAXES-CURRENT SECURED	\$ 232,082.83	\$ 241,637.70	\$ 249,034.30	\$ 274,404.43	\$ 277,906.77	\$ 296,823.52
PROPERTY TAXES-CURRENT UNSEC	25,056.14	31,626.96	36,003.85	35,968.15	46,994.47	26,806.66
SUPPLEMENTAL ROLL	2,605.16	2,487.12	11,723.48	7,851.63	3,843.09	658.38
PROPERTY TAXES-PRIOR UNSECURED	449.52	218.75	681.52	807.78	450.31	364.30
TOTAL PROPERTY TAXES	260,193.65	275,970.53	297,443.15	319,031.99	329,194.64	324,652.86
LICENSES, PERMITS AND FEES:						
OTHER LICENSES AND PERMITS	0.00	720.00	0.00	0.00	0.00	0.00
USE OF PROPERTY AND MONEY:						
INVESTMENT EARNINGS	810.70	831.62	3,326.95	2,494.10	5,419.73	4,976.48
RENTS & CONCESSIONS - OTHER	0.00	0.00	0.00	310.00	0.00	0.00
TOTAL USE OF PROPERTY AND MONEY	810.70	831.62	3,326.95	2,804.10	5,419.73	4,976.48
INTERGOVERNMENTAL REVENUE:						
STATE-HIGHWAY PROPERTY RENTALS	3.77	3.15	3.54	3.28	2.55	3.55
HOMEOWNERS PROPERTY TAX RELIEF	1,526.48	1,438.46	1,441.92	1,496.98	1,497.88	1,344.02
STATE-OTHER	0.00	6,352.77	2,650.00	0.00	0.00	0.00
STATE-MANDATED COSTS	0.00	1,363.00	0.00	0.00	0.00	0.00
OTHR COUNTIES & CITIES-YOL CTY	0.00	0.00	0.00	0.00	0.00	88,000.00
OTHER TRIBAL - YOCHA DEHE CAPI	0.00	0.00	0.00	0.00	0.00	147,000.00
OTHER GOVERNMENTAL	0.00	0.00	0.00	120,882.14	0.00	0.00
TOTAL GOVERNMENTAL REVENUE	1,530.25	9,157.38	4,095.46	122,382.40	1,500.43	236,347.57
CHARGES FOR SERVICES:						
REFIGHTER SERVICES	0.00	2,403.80	0.00	3,508.13	0.00	0.00
AMBULANCE SERVICES	0.00	0.00	243.75	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	0.00	2,403.80	243.75	3,508.13	0.00	0.00
MISCELLANEOUS REVENUE:						
OTHER INCOME	14,002.51	1,601.68	614.67	8,979.09	22,879.33	19,058.80
DONATION	0.00	100.00	0.00	0.00	0.00	0.00
SALE OF CAPTIAL ASSETS	0.00	0.00	0.00	0.00	3,175.00	0.00
TOTAL MISCELLANEOUS REVENUE	14,002.51	1,701.68	614.67	8,979.09	26,054.33	19,058.80
TOTAL REVENUE	\$ 276,537.11	\$ 290,785.01	\$ 305,723.98	\$ 456,705.71	\$ 362,169.13	\$ 585,035.71

**WEST PLAINFIELD FPD
FINANCIAL DATA HISTORICAL TREND
FY 2014 TO 2019**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BLANCE

EXPENDITURES	2013-14 GENLED	2014-15 GENLED	2015-16 INFOR	2016-17 INFOR	2017-2018 INFOR	TO 4-30-19 2018-19 INFOR
SALARIES AND BENEFITS:						
REGULAR EMPLOYEES	\$ 128,626.79	\$ 136,154.87	\$ 144,429.39	\$ 161,132.52	\$ 173,636.09	\$ 151,637.68
EXTRA HELP	9,471.25	6,667.01	-	-	-	-
OVERTIME	331.16	-	-	-	-	-
PAYOFF	289.77	2,897.40	-	-	-	-
O A S D I	8,600.56	9,034.58	9,305.94	9,518.07	8,189.34	6,990.03
FICA/MEDICARE	2,001.58	2,112.89	2,176.41	2,226.03	1,915.26	1,634.80
UNEMPLOYMENT INSURANCE	1,645.77	1,408.46	1,102.87	1,092.22	676.59	870.70
WORKERS COMPENSATION INSURANCE	20,444.31	18,517.36	20,247.40	6,178.28	5,000.00	8,125.59
TOTAL SALARIES AND BENEFITS	171,411.19	176,792.57	177,262.01	180,147.12	189,417.28	169,258.80
SERVICES AND SUPPLIES:						
CLOTHING & PERSONAL SUPPLIES	12,501.76	12,286.99	2,516.34	414.82	781.75	22,336.48
COMMUNICATIONS	822.14	1,755.98	794.29	616.23	582.80	418.49
FOOD	-	46.72	-	-	-	23.60
HOUSEHOLD EXPENSE	4,450.24	4,340.72	4,251.16	4,218.63	4,893.94	2,239.40
INSURANCE-PUBLIC LIABILITY	7,593.00	8,405.00	20,337.00	5,000.00	5,000.00	5,000.00
INSURANCE-FIRE & EXTENDED	-	-	-	883.40	818.78	880.61
INSURANCE-OTHER	-	-	-	84.23	49.59	13,119.16
MAINT-EQUIPMENT	22,084.85	18,400.48	34,475.13	13,502.41	21,953.01	22,267.31
MAINT-BLDGS & IMPROV	9,072.06	1,961.23	4,518.41	4,901.43	3,230.58	1,801.50
MEDICAL,DENTAL & LAB SUPPLIES	816.41	2,547.10	1,317.80	(340.50)	2,567.20	931.02
MEMBERSHIPS	2,640.00	2,600.00	822.62	5,573.00	2,999.00	455.00
MISCELLANEOUS EXPENSE	187.29	-	-	24.95	207.77	540.73
MISC EXP-CREDIT CARD SVC CHRGS	-	-	-	21.37	-	120.20
OFFICE EXPENSE	3,491.13	824.08	968.13	1,194.06	2,891.39	882.94
OFFICE EXP-POSTAGE (OPTIONAL)	229.10	182.34	21.55	369.56	244.94	37.94
OFFICE EXP-PRINTING (OPTIONAL)	185.24	53.06	-	402.47	-	-
AUDITING & FISCAL SERVICES	264.00	264.00	292.23	270.29	156.93	150.00
INFORMATION TECHNOLOGY SERVICE	374.70	749.10	661.05	3,702.75	2,029.35	-
LEGAL SERVICES	337.50	143.85	-	-	-	-
MEDICAL,DENTAL & LAB SERV	-	-	50.00	-	-	153.00
PROFESSIONAL & SPECIALIZED SRV	635.00	816.20	174.09	131.68	145.68	-
PUBLICATIONS & LEGAL NOTICES	225.00	-	-	-	-	-
RENTS & LEASES-EQUIPMENT	1,319.23	900.31	1,106.83	1,802.07	767.80	1,995.94
SMALL TOOLS & MINOR EQUIPMENT	6,218.92	1,455.68	1,287.46	13,567.10	4,113.72	22,585.94
TRAINING EXPENSE	1,857.18	758.00	3,960.65	2,074.00	3,461.12	388.00
SPECIAL DEPT EXP-OTHER	315.17	48.61	-	434.40	-	1,260.77
TRANSPORTATION & TRAVEL	5,490.53	3,371.71	3,363.75	4,365.25	255.19	3,596.76
TRASNP & TRAVEL-FUEL	-	-	-	352.05	2,418.63	-
UTILITIES	4,361.16	5,396.63	5,469.56	5,993.37	4,565.29	5,841.86
TOTAL SERVICES AND SUPPLIES	85,471.61	67,307.79	86,388.05	69,559.02	64,134.46	107,026.65
OTHER CHARGES:						
PAYMENTS TO OTHER GOVT INSTITUTION	-	-	-	-	-	145.68
CAPITAL ASSETS:						
BUILDINGS & IMPROVEMENTS	-	-	-	-	-	-
EQUIPMENT	-	5,000.00	-	134,313.49	48,037.62	135,270.53
TOTAL CAPITAL ASSETS	-	5,000.00	-	134,313.49	48,037.62	135,270.53
TOTAL EXPENDITURES	256,882.80	249,100.36	263,650.06	384,019.63	301,589.36	411,701.66
NET CHANGE IN FUND BALANCE	19,654.31	41,684.65	42,073.92	72,686.08	60,579.77	173,334.05
UNASSIGNED FUND BALANCE, JULY 1	61,623.09	47,607.40	58,357.05	51,441.47	110,677.98	176,741.35
NET TRANSFERS TO RESERVES	(33,670.00)	(30,935.00)	(48,989.50)	(13,449.57)	5,483.60	(250,959.07)
UNASSIGNED FUND BALANCE, JUNE 30	\$ 47,607.40	\$ 58,357.05	\$ 51,441.47	\$ 110,677.98	\$ 176,741.35	\$ 99,116.33

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**WEST PLAINFIELD FPD
FINANCIAL DATA HISTORICAL TREND
FY 2014 TO 2019**

SCHEDULE OF RESERVE BALANCES

	2013-14 GENLED	2014-15 GENLED	2015-16 INFOR	2016-17 INFOR	2017-2018 INFOR	TO 4-30-19 2018-19 INFOR
CAPITAL ASSET REPL RESERVE						
BEGINNING BALANCE, JULY 1	\$ 59,126.93	\$ 84,126.93	\$ 104,126.93	\$ 136,393.94	\$ 149,300.23	\$ 142,673.32
INTEREST	-	-	767.01	906.29	1,498.09	1,724.21
NET TRANSFERS	25,000.00	20,000.00	31,500.00	12,000.00	(8,125.00)	235,000.00
ENDING BALANCE, JUNE 30	\$ 84,126.93	\$ 104,126.93	\$ 136,393.94	\$ 149,300.23	\$ 142,673.32	\$ 379,397.53
ACCRUED LEAVE RESERVE						
BEGINNING BALANCE, JULY 1	\$ 14,631.00	\$ 17,801.00	\$ 20,971.00	\$ 21,565.49	\$ 22,108.77	\$ 23,252.08
INTEREST	-	-	154.49	143.28	303.31	234.86
NET TRANSFERS	3,170.00	3,170.00	440.00	400.00	840.00	4,000.00
ENDING BALANCE, JUNE 30	\$ 17,801.00	\$ 20,971.00	\$ 21,565.49	\$ 22,108.77	\$ 23,252.08	\$ 27,486.94
GENERAL RESERVE						
BEGINNING BALANCE, JULY 1	\$ 120,432.00	\$ 125,932.00	\$ 133,697.00	\$ 149,825.00	\$ 149,825.00	\$ 149,825.00
INTEREST	-	-	-	-	-	-
NET TRANSFERS	5,500.00	7,765.00	16,128.00	-	-	10,000.00
ENDING BALANCE, JUNE 30	\$ 125,932.00	\$ 133,697.00	\$ 149,825.00	\$ 149,825.00	\$ 149,825.00	\$ 159,825.00
INCREASES/DECREASES TO RESERVES PER BUDGET						
CAPITAL ASSET REPLACEMENT	\$ 3,170.00	\$ 20,000.00	\$ 31,500.00	12,000.00	(8,125.00)	\$ -
ACCRUED LEAVE	25,000.00	3,170.00	440.00	400.00	840.00	4,000.00
GENERAL RESERVE	5,500.00	7,765.00	16,128.00	-	-	10,000.00
	33,670.00	30,935.00	48,068.00	12,400.00	50,585.00	14,000.00

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Also attached is a Payality labor distribution through 5/31/19. The amount and coding for the hall manager salary is as follows:

7/13/18 to 5/31/19						
Salary	2,769.36	2,769.36	500100	-	0	REGULAR EMPLOYEES
CAETT	2.86					
CASUI	47.04	49.90	500380	-	0	UNEMPLOYMENT INSURANCE
Med	40.09	40.09	500330	-	0	FICA/MEDICARE
OASDI	171.61	171.61	500320	-	0	OASDI
	3,030.96	3,030.96				

Labor Distribution

WEST PLAINFIELD FIRE DISTRICT

Check Dates: 07/13/2018 to 05/31/2019
Process: 2018071301 to 2019053101

Company (85283)

Department: (3230) West Plainfield Fire District

MEDINA, MICHAEL S		Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross
Emp Id	001522	4850-4850	250.00	5,949.31	CA-California	95.38	CAETT-CA Edu	5.50			11,446.68
Rate	12.0000	REG-REGULAR	48.00	1,142.26	FITW-Federal	256.59	CASUI-Califor	93.45			Tot Liab
Freq	B	SICK-SICK	50.00	1,189.85	MED-HI-Medica	0.00	MED-R-Medicar	79.71			
		VAC-VACATION	133.01	3,165.26	MED-Medicare	79.71	SS-R-OASDI -	340.85			
					SS-OASDI	340.84					
Total Earnings			481.01	11,446.68	Total EE Taxes	772.52	Total ER Taxes	519.51	Total Deductions	0.00	
DELGADILLO, JESUS		Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross
Emp Id	007255	4850-4850	1,786.50	42,513.74	CA-California	0.48	CAETT-CA Edu	1.42			45,119.54
Rate	1,903.77	SICK-SICK	81.50	1,939.48	FITW-Federal	5.09	CASUI-Califor	24.18			Tot Liab
Freq	B	VAC-VACATION	28.00	666.32	MED-HI-Medica	0.00	MED-R-Medicar	37.81			
					MED-Medicare	37.79	SS-R-OASDI -	161.57			
					SS-OASDI	161.57					
Total Earnings			1,896.00	45,119.54	Total EE Taxes	204.93	Total ER Taxes	224.98	Total Deductions	0.00	
GRAFTON, SHARON D		Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross
Emp Id	008584	REG-REGULAR	162.00	2,997.00	CA-California	25.47	CAETT-CA Edu	2.98			2,997.00
Rate	18.5000				FITW-Federal	240.09	CASUI-Califor	50.95			Tot Liab
Freq	B				MED-HI-Medica	0.00	MED-R-Medicar	43.46			
					MED-Medicare	43.46	SS-R-OASDI -	185.81			
					SS-OASDI	185.81					
Total Earnings			162.00	2,997.00	Total EE Taxes	494.83	Total ER Taxes	283.20	Total Deductions	0.00	
RITA, CHERYL A		Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross
Emp Id	008766	NDR-NON-DRIVER	49.00	557.00	CA-California	0.00	CAETT-CA Edu	0.56			557.00
Rate	12.0000				FITW-Federal	0.00	CASUI-Califor	9.46			Tot Liab
Freq	B				MED-HI-Medica	0.00	MED-R-Medicar	8.08			
					MED-Medicare	8.08	SS-R-OASDI -	34.54			
					SS-OASDI	34.54					
Total Earnings			49.00	557.00	Total EE Taxes	42.62	Total ER Taxes	52.64	Total Deductions	0.00	
MICHAEL D		Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross
Emp Id	008767	NDR-NON-DRIVER	54.00	595.00	CA-California	0.00	CAETT-CA Edu	0.59			595.00
Rate	12.0000				FITW-Federal	0.00	CASUI-Califor	10.11			Tot Liab
Freq	B				MED-HI-Medica	0.00	MED-R-Medicar	8.62			
					MED-Medicare	8.64	SS-R-OASDI -	36.89			
					SS-OASDI	36.89					
Total Earnings			54.00	595.00	Total EE Taxes	45.53	Total ER Taxes	56.21	Total Deductions	0.00	

Labor Distribution

WEST PLAINFIELD FIRE DISTRICT

Company (85283)

Check Dates: 07/13/2018 to 05/31/2019
Process: 2018071301 to 2019053101

Earning		Hours	Amount	Employee Tax	Employer Tax	Amount	Deduction	Amount
DEFTY,								
JONATHAN W								
Emp Id	008768	19.00	214.00	CA-California	CAETT-CA Edu	0.00		0.21
Rate	12.0000			FITW-Federal	CASUI-Califor	0.00		3.64
Freq	B			MED-HI-Medica	MED-R-Medicar	0.00		3.11
				MED-Medicare	SS-R-OASDI -	3.10		13.27
				SS-OASDI		13.27		
Total Earnings		19.00	214.00	Total EE Taxes	Total ER Taxes	16.37	Total Deductions	0.00
SHEEHAN,								
STEVEN J								
Emp Id	008769	13.00	162.00	CA-California	CAETT-CA Edu	0.00		0.16
Rate	13.0000			FITW-Federal	CASUI-Califor	0.00		2.76
Freq	B			MED-HI-Medica	MED-R-Medicar	0.00		2.35
				MED-Medicare	SS-R-OASDI -	2.35		10.05
				SS-OASDI		10.05		
Total Earnings		13.00	162.00	Total EE Taxes	Total ER Taxes	12.40	Total Deductions	0.00
SCHLOSSER,								
FRANK P								
Emp Id	008771	34.00	381.00	CA-California	CAETT-CA Edu	0.00		0.37
Rate	12.0000			FITW-Federal	CASUI-Califor	0.00		6.48
Freq	B			MED-HI-Medica	MED-R-Medicar	0.00		5.52
				MED-Medicare	SS-R-OASDI -	5.53		23.62
				SS-OASDI		23.62		
Total Earnings		34.00	381.00	Total EE Taxes	Total ER Taxes	29.16	Total Deductions	0.00
MIKKELSEN,								
PATRICIA J								
Emp Id	008772	33.00	402.00	CA-California	CAETT-CA Edu	0.00		0.40
Rate	13.0000			FITW-Federal	CASUI-Califor	2.18		6.84
Freq	B			MED-HI-Medica	MED-R-Medicar	0.00		5.83
				MED-Medicare	SS-R-OASDI -	5.83		24.93
				SS-OASDI		24.92		
Total Earnings		33.00	402.00	Total EE Taxes	Total ER Taxes	32.93	Total Deductions	0.00
STILES,								
DAVID L								
Emp Id	008773	46.00	564.00	CA-California	CAETT-CA Edu	0.00		0.86
Rate	13.0000			FITW-Federal	CASUI-Califor	0.00		14.69
Freq	B			MED-HI-Medica	MED-R-Medicar	0.00		12.53
				MED-Medicare	SS-R-OASDI -	12.52		53.57
				SS-OASDI		53.57		
Total Earnings		61.00	864.00	Total EE Taxes	Total ER Taxes	66.09	Total Deductions	0.00

Gross 214.00
Tot Liab 234.23

Gross 162.00
Tot Liab 177.32

Gross 381.00
Tot Liab 416.99

Gross 402.00
Tot Liab 440.00

Gross 864.00
Tot Liab 945.65

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Labor Distribution

WEST PLAINFIELD FIRE DISTRICT

Company (85283)

Check Dates: 07/13/2018 to 05/31/2019
 Process: 2018071301 to 2019053101

Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross	Tot Liab
BEOSHANZ, MARCE										
DRV-DRIVER	78.00	963.00	CA-California	0.00	CAETT-CA Edu	1.17			1,163.00	
RFF-RELIEFFIRE	10.00	200.00	FITW-Federal	0.00	CASUI-Califor	19.76			1,272.89	
			MED-HI-Medica	0.00	MED-R-Medicar	16.86				
			SS-OASDI	72.11	SS-R-OASDI -	72.10				
Total Earnings	88.00	1,163.00	Total EE Taxes	88.97	Total ER Taxes	109.89	Total Deductions	0.00		
SAUERS, FRANK E										
DRV-DRIVER	6.00	72.00	CA-California	0.00	CAETT-CA Edu	0.07			72.00	
			FITW-Federal	0.00	CASUI-Califor	1.22			78.79	
			MED-HI-Medica	0.00	MED-R-Medicar	1.04				
			SS-OASDI	4.46	SS-R-OASDI -	4.46				
Total Earnings	6.00	72.00	Total EE Taxes	5.50	Total ER Taxes	6.79	Total Deductions	0.00		
FISH, PATRICK O										
DRV-DRIVER	46.00	569.00	CA-California	0.00	CAETT-CA Edu	0.57	NETZERO-	-44.34	569.00	
			FITW-Federal	0.00	CASUI-Califor	9.67			622.75	
			MED-HI-Medica	0.00	MED-R-Medicar	8.24				
			SS-OASDI	35.28	SS-R-OASDI -	35.27				
Total Earnings	46.00	569.00	Total EE Taxes	43.53	Total ER Taxes	53.75	Total Deductions	-44.34		
STILES, THOMAS E										
DRV-DRIVER	38.00	473.00	CA-California	130.77	CAETT-CA Edu	0.34			5,713.00	
REG-REGULAR	260.00	5,200.00	FITW-Federal	411.87	CASUI-Califor	5.87			6,156.26	
RFF-RELIEFFIRE	2.00	40.00	MED-HI-Medica	0.00	MED-R-Medicar	82.84				
			SS-OASDI	354.20	SS-R-OASDI -	354.21				
Total Earnings	300.00	5,713.00	Total EE Taxes	979.67	Total ER Taxes	443.26	Total Deductions	0.00		
HEINS, WILLIAM T										
BONUS-BONUS		2,000.00	CA-California	1181.43	CAETT-CA Edu	7.00			63,108.00	
CES-CES	-45.00	-1,810.00	FITW-Federal	4541.78	CASUI-Califor	119.00			68,061.78	
CTT-CTT	50.00	2,000.00	MED-HI-Medica	0.00	MED-R-Medicar	915.08				
REG-REGULAR	1,466.50	59,108.00	SS-OASDI	3912.70	SS-R-OASDI -	3912.70				
Total Earnings	1,516.50	63,108.00	Total EE Taxes	10,550.98	Total ER Taxes	4,953.78	Total Deductions	0.00		

Labor Distribution

WEST PLAINFIELD FIRE DISTRICT

Company (85283)

Check Dates: 07/13/2018 to 05/31/2019
Process: 2018071301 to 2019053101

Earning		Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross	Tot Liab
MARTIN, ERNESTO A	009736	4.00	48.00	CA-California	0.00	CAETT-CA Edu	0.05			48.00	
Emp Id	12.0000			FITW-Federal	0.00	CASUI-Califor	0.82				52.55
Rate				MED-HI-Medica	0.00	MED-R-Medicar	0.70				
Freq	B			MED-Medicare	0.70	SS-R-OASDI -	2.98				
				SS-OASDI	2.98						
Total Earnings		4.00	48.00	Total EE Taxes	3.68	Total ER Taxes	4.55	Total Deductions	0.00		
WARLAND, ANNA B	009737	33.00	368.00	CA-California	18.61	CAETT-CA Edu	2.20			2,220.00	
Emp Id	12.0000	167.50	1,852.00	FITW-Federal	99.00	CASUI-Califor	37.74				2,429.79
Rate				MED-HI-Medica	0.00	MED-R-Medicar	32.20				
Freq	Q			MED-Medicare	32.19	SS-R-OASDI -	137.65				
				SS-OASDI	137.64						
Total Earnings		200.50	2,220.00	Total EE Taxes	287.44	Total ER Taxes	209.79	Total Deductions	0.00		
BEOSHANZ, GARRET C	009738	81.00	917.00	CA-California	0.00	CAETT-CA Edu	2.09			2,083.00	
Emp Id	12.0000	105.00	1,166.00	FITW-Federal	0.00	CASUI-Califor	35.42				2,279.90
Rate				MED-HI-Medica	0.00	MED-R-Medicar	30.21				
Freq	B			MED-Medicare	30.20	SS-R-OASDI -	129.18				
				SS-OASDI	129.14						
Total Earnings		186.00	2,083.00	Total EE Taxes	159.34	Total ER Taxes	196.90	Total Deductions	0.00		
YEAGER, ALJICE J	009739		2,769.36	CA-California	0.00	CAETT-CA Edu	2.86			2,769.36	
Emp Id	115.39			FITW-Federal	0.00	CASUI-Califor	47.04				3,030.96
Salary				MED-HI-Medica	0.00	MED-R-Medicar	40.09				
Freq	B			MED-Medicare	40.15	SS-R-OASDI -	171.61				
				SS-OASDI	171.70						
Total Earnings		0.00	2,769.36	Total EE Taxes	211.85	Total ER Taxes	261.60	Total Deductions	0.00		
BOSWELL, DEAN M	009740	22.00	247.00	CA-California	0.00	CAETT-CA Edu	1.54			1,547.75	
Emp Id	12.0000	118.25	1,300.75	FITW-Federal	0.00	CASUI-Califor	26.31				1,693.99
Rate				MED-HI-Medica	0.00	MED-R-Medicar	22.44				
Freq	B			MED-Medicare	22.44	SS-R-OASDI -	95.95				
				SS-OASDI	95.96						
Total Earnings		140.25	1,547.75	Total EE Taxes	118.40	Total ER Taxes	146.24	Total Deductions	0.00		

Labor Distribution

WEST PLAINFIELD FIRE DISTRICT

Company (85283)

Check Dates: 07/13/2018 to 05/31/2019
Process: 2018071301 to 2019053101

Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount
LEE, JON W								
Emp Id		33.00	CA-California	0.00	CAETT-CA Edu	0.03		
Rate	009741		FITW-Federal	0.00	CASUI-Califor	0.56	Gross	33.00
Freq	12.0000		MED-HI-Medicar	0.00	MED-R-Medicar	0.48	Tot Liab	36.11
	B		SS-OASDI	2.04	SS-R-OASDI -	2.04		
Total Earnings	3.00	33.00	Total EE Taxes	2.52	Total ER Taxes	3.11	Total Deductions	0.00
MEYERS, CASEY A								
Emp Id		800.00	CA-California	0.00	CAETT-CA Edu	0.80		
Rate	009742		FITW-Federal	9.81	CASUI-Califor	13.60	Gross	800.00
Freq	20.0000		MED-HI-Medicar	0.00	MED-R-Medicar	11.60	Tot Liab	875.60
	B		SS-OASDI	11.60	SS-R-OASDI -	49.60		
Total Earnings	40.00	800.00	Total EE Taxes	71.01	Total ER Taxes	75.60	Total Deductions	0.00
MADSEN, BRIAN L								
Emp Id		600.00	CA-California	0.00	CAETT-CA Edu	0.59		
Rate	009743		FITW-Federal	0.00	CASUI-Califor	10.20	Gross	600.00
Freq	20.0000		MED-HI-Medicar	0.00	MED-R-Medicar	8.70	Tot Liab	656.69
	B		SS-OASDI	8.70	SS-R-OASDI -	37.20		
Total Earnings	30.00	600.00	Total EE Taxes	45.90	Total ER Taxes	56.69	Total Deductions	0.00
DEBONIS, NICHOLAS M								
Emp Id		342.00	CA-California	0.00	CAETT-CA Edu	0.33		
Rate	009744		FITW-Federal	0.00	CASUI-Califor	5.81	Gross	342.00
Freq	12.0000		MED-HI-Medicar	0.00	MED-R-Medicar	4.96	Tot Liab	374.30
	B		SS-OASDI	4.96	SS-R-OASDI -	21.20		
Total Earnings	30.00	342.00	Total EE Taxes	26.16	Total ER Taxes	32.30	Total Deductions	0.00
BRAVO, GEOFFREY S								
Emp Id		2,773.13	CA-California	507.25	CAETT-CA Edu	13.99		
Rate	1,800.00		FITW-Federal	2421.10	CASUI-Califor	238.00	Gross	29,925.00
Freq	1,236.00		MED-HI-Medicar	0.00	MED-R-Medicar	433.92	Tot Liab	32,466.28
	B		SS-OASDI	433.91	SS-R-OASDI -	1855.37		
Total Earnings	1,330.00	29,925.00	Total EE Taxes	5,217.61	Total ER Taxes	2,541.28	Total Deductions	556.62

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Labor Distribution

WEST PLAINFIELD FIRE DISTRICT

Company (85283)

Check Dates: 07/13/2018 to 05/31/2019
Process: 2018071301 to 2019053101

Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount
KANE, NATHAN B								
Emp Id	009746	37.00	CA-California	0.00	CAETT-CA Edu	0.60		
Rate	12.0000	424.00	FITW-Federal	14.33	CASUI-Califor	10.02		
Freq	B	165.00	MED-HI-Medica	0.00	MED-R-Medicar	8.54		
			SS-OASDI	36.52	SS-R-OASDI -	36.52		
Total Earnings	52.00	589.00	Total EE Taxes	59.39	Total ER Taxes	55.68	Total Deductions	0.00
BOOTH, MICHAEL J								
Emp Id	009747	40.00	CA-California	0.00	CAETT-CA Edu	3.27		
Rate	20.0000	800.00	FITW-Federal	21.08	CASUI-Califor	55.76		
Freq	B	2,480.00	MED-HI-Medica	0.00	MED-R-Medicar	47.56		
			SS-OASDI	47.56	SS-R-OASDI -	203.37		
Total Earnings	164.00	3,280.00	Total EE Taxes	272.00	Total ER Taxes	309.96	Total Deductions	0.00
SINCLAIR, KATELYN N								
Emp Id	009748	13.00	CA-California	0.00	CAETT-CA Edu	0.15		
Rate	12.0000	152.00	FITW-Federal	0.00	CASUI-Califor	2.59		
Freq	B		MED-HI-Medica	0.00	MED-R-Medicar	2.21		
			SS-OASDI	9.42	SS-R-OASDI -	9.43		
Total Earnings	13.00	152.00	Total EE Taxes	11.62	Total ER Taxes	14.38	Total Deductions	0.00

Gross 589.00
Tot Liab 644.68

Gross 3,280.00
Tot Liab 3,589.96

Gross 152.00
Tot Liab 166.38

Totals for Department: (3230) West Plainfield Fire District

Employees	Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount
28	4850-4850	2,036.50	48,463.05	CA-California	1959.39	CAETT-CA Edu	50.70	CS1-Ch Supl	556.62
6	BONUS-BONUS		2,000.00	FITW-Federal	8022.92	CASUI-Califor	861.95	NETZERO-	-44.34
22	CES-CES	-168.25	-4,583.13	MED-HI-Medica	0.00	MED-R-Medicar	1874.69		
	CTT-CTT	140.00	4,025.00	MED-Medicare	1874.69	SS-R-OASDI -	8015.94		
	DRV-DRIVER	260.00	3,205.00	SS-OASDI	8015.95				
	NDR-NON-DRIVER	379.00	4,278.00						
	REG-REGULAR	3,618.25	101,541.01						
	RFF-RELIEFFIRE	221.00	4,420.00						
	SAL-SALARY		2,769.36						
	SICK-SICK	135.50	3,219.33						
	VAC-VACATION	161.01	3,831.58						
Total Earnings	6,951.26		177,752.33	Total EE Taxes	19,872.95	Total ER Taxes	10,803.28	Total Deductions	512.28

Department: (Staff) Staff

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Labor Distribution

WEST PLAINFIELD FIRE DISTRICT

Company (85283)

Check Dates: 07/13/2018 to 05/31/2019
Process: 2018071301 to 2019053101

MEYERS,		Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross	Tot Liab
CASEY A	009742	RFF-RELIEFFIRE	25.00	500.00	CA-California	0.00	CAETT-CA Edu	0.50			500.00	500.00
Rate	20.0000				FITW-Federal	19.81	CASUI-Califor	8.50				547.25
Freq	B				MED-HI-Medica	0.00	MED-R-Medicar	7.25				
					MED-Medicare	7.25	SS-R-OASDI -	31.00				
					SS-OASDI	31.00						
		Total Earnings	25.00	500.00	Total EE Taxes	58.06	Total ER Taxes	47.25	Total Deductions	0.00		

Totals for Department: (Staff) Staff

Employees	Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross	Tot Liab	
Female	1	RFF-RELIEFFIRE	25.00	500.00	CA-California	0.00	CAETT-CA Edu	0.50		500.00	500.00	
Male	0				FITW-Federal	19.81	CASUI-Califor	8.50			547.25	
	1				MED-HI-Medica	0.00	MED-R-Medicar	7.25				
					MED-Medicare	7.25	SS-R-OASDI -	31.00				
					SS-OASDI	31.00						
		Total Earnings	25.00	500.00	Total EE Taxes	58.06	Total ER Taxes	47.25	Total Deductions	0.00		

Report Totals

Employees	Earning	Hours	Amount	Employee Tax	Amount	Employer Tax	Amount	Deduction	Amount	Gross	Tot Liab	
Female	29	4850-4850	2,036.50	48,463.05	CA-California	1959.39	CAETT-CA Edu	51.20	CS1-Ch Sup1	556.62	178,252.33	
Male	6	BONUS-BONUS		2,000.00	FITW-Federal	8042.73	CASUI-Califor	870.45	NETZERO-	-44.34	189,102.86	
	23	CES-CES	-168.25	-4,583.13	MED-HI-Medica	0.00	MED-R-Medicar	1881.94				
		CTT-CTT	140.00	4,025.00	MED-Medicare	1881.94	SS-R-OASDI -	8046.94				
		DRV-DRIVER	260.00	3,205.00	SS-OASDI	8046.95						
		NDR-NON-DRIVER	379.00	4,278.00								
		REG-REGULAR	3,618.25	101,541.01								
		RFF-RELIEFFIRE	246.00	4,920.00								
		SAL-SALARY		2,769.36								
		SICK-SICK	135.50	3,219.33								
		VAC-VACATION	161.01	3,831.58								
		Total Earnings	6,976.26	178,252.33	Total EE Taxes	19,931.01	Total ER Taxes	10,850.53	Total Deductions	512.28		

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ACCT	OBJECT	SUB OBJECT	ACCOUNT USAGE
500100	SALARY & WAGES	REGULAR EMPLOYEES	Gross salaries and wages - includes ALL employees (Volunteer, Full- and Part-Time, Cover, Relief, Clerical)
500110	SALARY & WAGES	EXTRA HELP	NOTHING IN THIS CATEGORY
500120	SALARY & WAGES	OVERTIME	NOT LIKELY TO HAVE ANY OT
500160	SALARY & WAGES	LEAVE BUYOUT	Vacation and Comp (we do NOT pay out accrued Sick)
500320	EMP BENEFITS	OASDI	OASDI tax, 6.2% of gross salaries and wages up to a maximum amount established by IRS each year
500330	EMP BENEFITS	FICA/MEDICARE	FICA/Medicare tax, 1.45% of gross salaries and wages, no max wages
500380	EMP BENEFITS	UNEMPLOYMENT INS	Tax, % if gross salaries and wages; max wages of \$_____, as established by law
500390	EMP BENEFITS	WORKERS' COMP INS	YCPARMA
500400	EMP BENEFITS	OTHER EMPLOYEE BENEFITS	NOTHING IN THIS CATEGORY
501010	SERV & SUPPLIES	CLOTHING & PERSONAL SUPPLIES	Items used for personal use; includes: PPE clothing, badges/chevrons, name tags, belts, gloves, goggles, masks, helmets, uniforms and uniform allowance, safety clothing, facial tissue
501020	SERV & SUPPLIES	COMMUNICATIONS	Telephone, radio, messenger and courier services, internet access - DOES NOT INCLUDE REPAIRS TO SUCH
501030	SERV & SUPPLIES	FOOD	Food for human consumption; DOES NOT INCLUDE BOTTLED WATER
501040	SERV & SUPPLIES	HOUSEHOLD EXP	Kitchen and dining items, bedding, laundry items and outside laundry service, cleaning supplies and services, garbage cans, refuse disposal, restroom supplies, clothes lockers, soap, toilet tissue, towels and towel service
501051	SERV & SUPPLIES	INSURANCE-PUBLIC LIABILITY	Public Liability coverage insurance premiums and deductibles
501052	SERV & SUPPLIES	INSURANCE-FIRE & EXTENDED	Property damage coverage insurance premiums and deductibles
501053	SERV & SUPPLIES	INSURANCE-OTHER	Use for other insurance coverage, such as errors and omission, fidelity, etc
501070	SERV & SUPPLIES	MAINTENANCE-EQUIPMENT	Automotive supplies (batteries, plugs, coolant, seat covers, tires, etc), communication and radio repair services and supplies, repair parts, service contracts for maintenance (copier)
501071	SERV & SUPPLIES	MAINTENANCE-BLDG & IMPROVMENTS	Electrical and plumbing supplies and service, fire extinguisher refills, gardening expenses (weed and pest control supplies for buildings and grounds), heating and cooling systems, light globes and fuses, minor alterations, nursery stock, painting supplies and services, replacement parts that do NOT result in betterment
501080	SERV & SUPPLIES	MEDICAL, DENTAL & LAB SUPPLIES	Antiseptic, glasses, needles, medical instruments, medical gasses, medical soap, rubber gloves/sheets, splints, syringes, bandages, etc
501090	SERV & SUPPLIES	MEMBERSHIPS	In societies, associations of officials, trade associations, etc
50-1102	SERV & SUPPLIES	MISC EXP-CC SVC CHARGES	CODE TO BELOW - FISCAL AGENT FEES
501110	SERV & SUPPLIES	OFFICE EXPENSE	Includes books, manuals, photography supplies, subscriptions to magazines and online reference services, staplers, wastebaskets, envelopes, metered postage, printing and binding, registered mail, postcards, stamps
501112	SERV & SUPPLIES	OFFICE EXPENSE-POSTAGE	CODE TO ABOVE - OFFICE EXPENSE
501112	SERV & SUPPLIES	OFFICE EXPENSE-PRINTING	CODE TO ABOVE - OFFICE EXPENSE
501151	SERV & SUPPLIES	PROF & SPEC SVC-AUDITG & ACCTG	Auditing and accounting services.
501154	SERV & SUPPLIES	PROF & SPEC SVC-FISCAL AGNT FEES	Bank account fees, late payment fees, credit card finance charges
501155	SERV & SUPPLIES	PROF & SPEC SVC-MED, DENTAL, LAB	Include medical, dental, laboratory, psychiatric services and medical and sobriety exams.
501156	SERV & SUPPLIES	PROF & SPEC SVC-LEGAL SVC	Legal services
501165	SERV & SUPPLIES	PROF & SPEC SVC-OTHER	
501169	SERV & SUPPLIES	BOARD MEETING STIPENDS	
501180	SERV & SUPPLIES	PUBLICATIONS & LEGAL NOTICES	Employment opportunities, ordinances, requests for proposal
501190	SERV & SUPPLIES	RENTS & LEASES-EQUIPMENT	COPIER CODED TO ABOVE - MAINTENANCE-EQUIPMENT
510091	SERV & SUPPLIES	RENTS & LEASES-BLDGS & IMPRV	Hall rental
501205	SERV & SUPPLIES	TRAINING	Include conference and training registration fees and all travel related costs
501210	SERV & SUPPLIES	MINOR EQUIPMENT	Includes minor equipment of insufficient life or value to require classification as a capital asset: carpentry, machine and general purpose tools, drafting, engineering and surveying tools, gardening tools, other specialized tools and instruments

ACCT	OBJECT	SUB OBJECT	ACCOUNT USAGE
501249	SERV & SUPPLIES	SPEC DEPT EXP-OTHER	Firefighter - striketeam, taskforce responses; hoses, nozzels, hurst tools, ladders for apparatus, etc; service pins
501250	SERV & SUPPLIES	TRANS AND TRAVEL	Includes the transportation of persons and things: delivery service; freight and transportation charges not chargeable to capital expense, gasoline and diesel fuel; reimbursement meals, lodging, conference expenses, bridge tolls, airfare or other authorized travel expenses
501251	SERV & SUPPLIES	TRANS & TRAVEL-FUEL	NOTHING IN THIS CATEGORY - WE AREN'T A "CENTRAL GARAGE"
501260	SERV & SUPPLIES	UTILITIES	Electricity, propane, fuel oil, natural gas, butane, sewage disposal, street lighting, water
503020	CAPITAL ASSET	BUILDINGS & IMPROVEMENTS	
503070	CAPITAL ASSET	EQUIPMENT	Include expenditures for the acquisition of structures and improvements. Must have a cost of at least \$10,000.
503071	CAPITAL ASSET	EQUIPMENT-VEHICLE	
503300	CONTINGENCY	APPROP FOR CONTINGENCY	Appropriations for contingencies in the budget process.

YOLO COUNTY AUDITOR-CONTROLLER
 FIRE DISTRICT BUDGET WORKSHEET - FINANCING SOURCES - SCHEDULE B
 FISCAL YEAR: 2019-2020

DISTRICT NAME: West Plainfield Fire Protection District

Account #	Account Name	2018 - 2019 Appropriation	Anticipated 2018/2019 Use			Proposed Appropriations
			Actual 04/30/19	Anticipated May & June	Total	
500100	REGULAR EMPLOYEES	150,156	151,637.68	20,042.25	171,679.93	153,156
500110	EXTRA HELP	18,800		1,000.00	1,000.00	19,500
500120	OVERTIME	500		0.00	0.00	500
500130	STANDBY TIME					
500160	LEAVE BUYOUT					
500310	RETIREMENT	3,500		0.00	0.00	3,500
500320	OASDI					
500330	FICA / MEDICARE TAX	11,000	6,990.03	668.47	7,658.50	11,000
500340	HEALTH INSURANCE	2,500	1,634.80	122.93	1,757.73	2,500
500380	UNEMPLOYMENT INSURANCE	2,000	870.70	116.85	987.55	2,000
500390	WORKER'S COMPENSATION INSURANCE	6,000	8,125.59	1,100.00	9,225.59	8,000
	TOTAL SALARY & BENEFITS	194,456			192,309.30	200,156

YOLO COUNTY AUDITOR-CONTROLLER
 FIRE DISTRICT BUDGET WORKSHEET - FINANCING SOURCES - SCHEDULE B
 FISCAL YEAR: 2019-2020
 DISTRICT NAME: West Plainfield Fire Protection District

Account #	Account Name	2018 - 2019 Appropriation	Anticipated 2018/2019 Use		Total	Proposed Appropriations
			Actual 04/30/19	Anticipated May & June		
501010	CLOTHING & PERSONAL SUPPLIES	22,000	22,769.71	2,895.00	25,664.71	22,000
501020	COMMUNICATIONS	800	6,503.48	290.00	6,793.48	6,000
501030	FOOD					
501040	HOUSEHOLD EXPENSE	7,500	1,886.67	480.00	2,366.67	7,500
501051	INSURANCE - PUBLIC LIABILITY	6,000	5,000.00		5,000.00	5,000
501052	INSURANCE - FIRE & EXTENDED					
501053	INSURANCE - OTHER	100	13,999.77		13,999.77	
501070	MAINTENANCE - EQUIPMENT	30,000	19,146.12	2,068.00	21,214.12	13,000
501071	MAINTENANCE - BULDG & IMPROVEMENTS	5,000	998.94		998.94	6,500
501080	MEDICAL, DENTAL & LAB SUPPLIES	2,000	877.32		877.32	2,000
501090	MEMBERSHIPS	3,000	455.00	2,650.00	3,105.00	3,200
501100	MISCELLANEOUS	1,500	431.16		431.16	1,500
501102	MISC EXPENSE - CREDIT CARD SVC CHARGES		120.20	50.00	170.20	200
501110	OFFICE EXPENSE	5,000	2,388.33	2,500.00	4,888.33	7,000
501111	OFFICE EXPENSE - POSTAGE	500	37.94		37.94	500
501112	OFFICE EXPENSE - PRINTING	600		50.00	50.00	600
501151	PROF & SPEC SVC - AUDITING & ACCOUNTING	300	150.00	250.00	400.00	300
501152	PROF & SPEC SVC - INFORMATION TECH SERVICES	2,900			0.00	0
501155	PROF & SPEC SVC - MEDICAL, DENTAL & LAB	1,000	153.00		153.00	1,000
501156	PROF & SPEC SVC - LEGAL SERVICES	1,000			0.00	1,000
501165	PROF & SPEC SVC - OTHER	750			0.00	0
501169	BOARD MEETING STIPENDS		145.68			0
501180	PUBLICATIONS & LEGAL NOTICES	500			0.00	500
501190	RENTS & LEASES - EQUIPMENT	2,000		960.00	960.00	1,500
501191	RENTS & LEASES - BLDGS & IMPROVEMENTS					
501205	TRAINING	7,000	388.00	1,100.00	1,488.00	7,000
501210	MINOR EQUIPMENT	8,500	35,927.40	16,738.00	52,665.40	69,500
501232	SPEC DEPT EXP - ELECTION SUPPLIES & SERVICES					
501249	SPEC DEPT EXP - OTHER	750	503.73		503.73	
501250	TRANSPORTATION & TRAVEL		4,272.81	1,200.00	5,472.81	10,000
501251	TRANSPORTATION & TRAVEL - FUEL	10,000			0.00	
501260	UTILITIES	8,500	5,752.42	3,000.00	8,752.42	9,500
	TOTAL SERVICES & SUPPLIES	127,200			155,993.00	175,300

YOLO COUNTY AUDITOR-CONTROLLER
 FIRE DISTRICT BUDGET WORKSHEET - FINANCING SOURCES - SCHEDULE B
 FISCAL YEAR: 2019-2020
 DISTRICT NAME: West Plainfield Fire Protection District

Account #	Account Name	Anticipated 2018/2019 Use			Proposed Appropriations
		2018 - 2019 Appropriation	Actual 04/30/19	Anticipated May & June	
502031	RETIRE LTD - CAPITAL LEASE OBLIGATION				
502039	RETIRE LTD - OTHER				
502049	INTEREST - LTD - OTHER				
502080	TAXES & ASSESSMENTS				
502110	VOLUNTEER FIREMEN				
502120	CONTRIBUTION TO NON-COUNTY AGENCIES				
502121	CITY OF DAVIS				
	TOTAL OTHER CHARGES	0			0
503000	LAND	0			
503020	BUILDINGS & IMPROVEMENTS				
503015	EASEMENTS - NON DEPRECIABLE	75,000			75,000
503070	EQUIPMENT				
503071	EQUIPMENT - VEHICLE	30,000	119,765.92		119,765.92
	TOTAL CAPITAL ASSETS	85,000	769.26		769.26
		190,000			120,535.18
89-9900	APPROPRIATIONS FOR CONTINGENCY	20,000			20,000
	TOTAL APPROPRIATIONS	531,656			468,837.48
	ADDITIONS TO GENERAL RESERVE				
	ADDITIONS TO CAPITAL ASSET REPLACEMENT RESERVE	10,000			
	ADDITIONS TO ACCRUED LEAVE RESERVE	4,000			
	TOTAL FINANCING USES *	545,656			550,456

* INDICATE THIS AMOUNT IN BOARD MINUTES
 ** ATTACH A COPY OF MINUTES

APPROVALS:

West Plainfield Fire Department

Davis, CA

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Incident Type Count per Station for Date Range

Start Date: 05/01/2019 | End Date: 05/31/2019

INCIDENT TYPE	# INCIDENTS
Station: 30 - WPL STATION 30	
140 - Natural vegetation fire, other	1
324 - Motor vehicle accident with no injuries.	2
413 - Oil or other combustible liquid spill	1
743 - Smoke detector activation, no fire - unintentional	1
# Incidents for 30 - WPL Station 30:	5

Only REVIEWED incidents included.



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West Plainfield Fire Department

Davis, CA

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Daily Log Items per Personnel for Activity Code for Personnel

Personnel: All Personnel | Activity Codes: Duty Shift Fire - Volunteer Station Duty Shift Suppression | Start Time: 00:00 | End Time: 23:00 | Start Date: 05/01/2019 | End Date: 05/31/2019



START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Beoshanz, Garret					
05/11/2019 11:00:00	05/11/2019 18:00:00	DAYBOOK			7.00
05/12/2019 14:00:00	05/12/2019 18:00:00	DAYBOOK			4.00
05/20/2019 10:00:00	05/20/2019 18:00:00	DAYBOOK			8.00
05/21/2019 11:30:00	05/21/2019 21:00:00	DAYBOOK			9.50
05/23/2019 14:00:00	05/23/2019 17:00:00	DAYBOOK			3.00
05/26/2019 11:00:00	05/26/2019 18:00:00	DAYBOOK			7.00
Total Hours for: Beoshanz, Garret					38.50
Bravo, Gena R					
05/12/2019 08:00:00	05/12/2019 18:00:00	DAYBOOK			10.00
05/26/2019 08:00:00	05/26/2019 18:00:00	DAYBOOK			10.00
Total Hours for: Bravo, Gena R					20.00
Brown, Kevin					
05/31/2019 08:00:00	05/31/2019 08:00:00	DAYBOOK			0.00
Total Hours for: Brown, Kevin					0.00
Fulton, Andrew					
05/03/2019 08:00:00	05/03/2019 16:00:00	DAYBOOK			8.00
05/31/2019 08:00:00	05/31/2019 08:00:00	DAYBOOK			0.00
Total Hours for: Fulton, Andrew					8.00
Hall, Justin					
05/01/2019 09:30:00	05/01/2019 13:00:00	DAYBOOK			3.50
05/26/2019 09:30:00	05/26/2019 18:00:00	DAYBOOK			8.50
Total Hours for: Hall, Justin					12.00
Kane, Nathan B					
05/26/2019 08:00:00	05/26/2019 18:00:00	DAYBOOK			10.00
Total Hours for: Kane, Nathan B					10.00
Maggenti, Peter A					
05/12/2019 12:00:00	05/12/2019 18:15:00	DAYBOOK			6.25
Total Hours for: Maggenti, Peter A					6.25
Martin, Ernesto A					
05/01/2019 09:00:00	05/01/2019 16:00:00	DAYBOOK			7.00
05/03/2019 08:00:00	05/03/2019 16:00:00	DAYBOOK			8.00
Total Hours for: Martin, Ernesto A					15.00



Lists the Daily Log Items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Mikkelsen, Pat					
05/06/2019 10:30:00	05/06/2019 10:30:00	DAYBOOK			0.00
Total Hours for: Mikkelsen, Pat					0.00
Sinclair, Katelyn N					
05/26/2019 11:00:00	05/26/2019 18:00:00	DAYBOOK			7.00
Total Hours for: Sinclair, Katelyn N					7.00
Stiles, Tom					
05/01/2019 10:00:00	05/01/2019 12:00:00	DAYBOOK			2.00
Total Hours for: Stiles, Tom					2.00
Warland, Anna Bay					
05/30/2019 08:30:00	05/30/2019 18:00:00	DAYBOOK			9.50
05/31/2019 09:00:00	05/31/2019 18:00:00	DAYBOOK			9.00
Total Hours for: Warland, Anna Bay					18.50
Total of all Personnel Hours					137.25



Lists the Daily Log items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.

West Plainfield Fire Department



Davis, CA

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Total Incidents per Personnel for Date Range

Personnel: Beoshanz, Marc; Beoshanz, Garret; Boswell, Dean; Bravo, Geoffrey Scott; DeBonis, Nick M and 19 more | Sort By: Personnel | Start Date: 05/01/2019 | End Date: 05/31/2019

PERSONNEL	COUNT	PERCENTAGE
<u>Beoshanz, Garret</u>	3	60.00 %
<u>Beoshanz, Marc</u>	2	40.00 %
<u>Bravo, Geoffrey Scott</u>	2	40.00 %
<u>DeBonis, Nick M</u>	1	20.00 %
<u>Fish, Patrick</u>	3	60.00 %
<u>Heins, William T</u>	2	40.00 %
<u>Kane, Nathan B</u>	2	40.00 %
<u>Maggenti, Peter A</u>	2	40.00 %
<u>Mikkelsen , Pat</u>	4	80.00 %
<u>Rita , Cherie</u>	3	60.00 %
<u>Rita , Michael D</u>	1	20.00 %
<u>Sinclair, Katelyn N</u>	2	40.00 %
<u>Stiles , David</u>	2	40.00 %
<u>Stiles, Tom</u>	1	20.00 %
<u>Warland, Anna Bay</u>	1	20.00 %
Sum of Individual Responses	31	
Total Incidents for Date Range	5	

Includes incidents where personnel responded to on or off an apparatus. Only REVIEWED incidents included.



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West Plainfield Fire Department

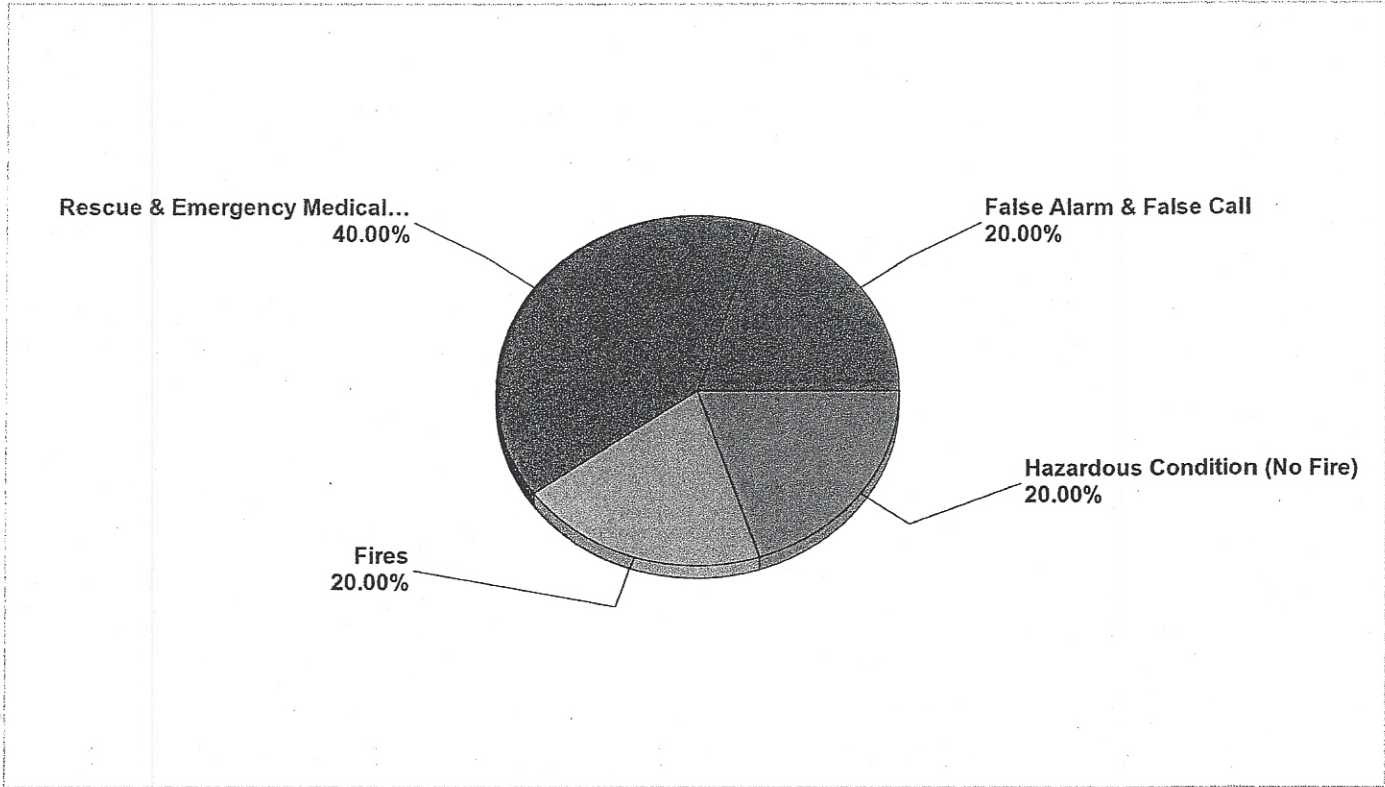


Davis, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2019 | End Date: 05/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	20.00%
Rescue & Emergency Medical Service	2	40.00%
Hazardous Condition (No Fire)	1	20.00%
False Alarm & False Call	1	20.00%
TOTAL	5	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
140 - Natural vegetation fire, other	1	20.00%
74 - Motor vehicle accident with no injuries.	2	40.00%
13 - Oil or other combustible liquid spill	1	20.00%
743 - Smoke detector activation, no fire - unintentional	1	20.00%
TOTAL INCIDENTS:	5	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



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West Plainfield Fire Department

Davis, CA

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Incident Statistics

Start Date: 05/01/2019 | End Date: 05/31/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		2	
FIRE		3	
TOTAL		5	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
2		40	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
WPL Station 30	0:09:06	0:06:23	
AVERAGE FOR ALL CALLS			0:07:22
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
WPL Station 30	0:01:42	0:01:33	
AVERAGE FOR ALL CALLS			0:01:36
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
West Plainfield Fire Department		36:38	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMIS 2 & 3 data as appropriate.

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West Plainfield Fire Protection District

24901 Road 95, Davis, California 95616 • (530) 756-0212

**Minutes – May 21, 2019
West Plainfield Fire Protection District Board of Commissioners**

1. CALL TO ORDER

The meeting was called to order at 7:00 pm by President James McMullen. Present were:

Commissioners: James McMullen, Jim Yeager, Ed Beoshanz, Charles Hjerpe and Richard Guarino
Staff: Assistant Chief Bill Heins, Chief Cherie Rita and Clerk Sharon Grafton
Guests: President Volunteers Patrick Fish, Lt. Scott Bravo, Firefighter Beoshanz and Lt Candidate Michael Booth and Family

2. REVIEW DISCUSSION OF BILLS

a. Approve payment of bills.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the bills in the amount of \$ 15,075.05.

Passed: Unanimously

6. NEW BUSINESS (Taken out of order)

b. Discussion/Action – New Hire Firefighter introduction/questions – appointment

It was decided that item 11a.iii Personnel Committee Report, would also be discussed under this item.

Assistant Chief Heins informed the board that this Personnel Committee met on May 13th to review the three remaining candidates for the open staff position. The Committee identified Mr. Michael Booth as the best candidate and recommend Mr. Booth to the Board for appointment of Lieutenant at \$22.50/hr. pending successful passing of his physical exam.

Assistant Chief Heins summarized his qualifications mentioning his paramedic background as well as his current position as trauma technician at UC Davis. He also stated that Mr. Booth has already trained as a relief firefighter at the station and will only need administrative training to be fully prepared for the position.

Motion by: Commissioner Yeager
2nd: Commissioner Hjerpe

To hire Michael Booth as Lieutenant at a rate of \$22.50 per hour.

Passed: Unanimously

3. **PUBLIC COMMENT**

No public comment.

4. **LILLARD HALL**

- a. Lillard Hall Business
None
- b. Lillard Hall Report
No comments.
- c. Lillard hall Committee Report Ad Hoc
No meeting. No report
 - i. Financial Analysis Report
Nothing to report
 - ii. Landscaping/Fencing
To be tabled until a meeting is rescheduled for discussion with the volunteers.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve item 4 Lillard Hall.

Passed: Unanimously

5. **FINANCIALS**

- a. Deposits
Total deposits of \$2,285.78
- b. Financial Reports
There were no questions.

By consensus the deposits and financial reports were accepted.

6. **NEW BUSINESS**

- a. Discussion/Action – Fire Commission Tour of Sacred Oaks
Assistant Chief Heins stated that the request for a tour of the Sacred Oaks facility has been granted and 6 dates given.

By consensus it was agreed to have Assistant Chief Heins contact the Commissioners and accept on of these dates for the tour. President McMullen also asked that he coordinate with the paid staff to join the tour with the Commissioners.

- b. Discussion/Action – New Hire Firefighter introduction questions - appointment
This item was taken out of order and already covered.
- c. Discussion/Action – Flooding Hazard on County Road 31 and 96
Commissioner Beoshanz stated that the intersection at County Road 31 and 96 was damaged during the flood and in need of repair. The Commissioners discussed and felt that this was not a fire department issue and suggested that the Commissioners visit the location and if they felt it appropriate to write a letter to the County as a private citizen.

7. **OLD BUSINESS**

a. Fire District Website Update

Assistant Chief Heins informed the Board there is nothing new. Still working on going live and it can be viewed at WPFd.net. Currently about 95% complete but the deadline is January and we are well within the deadline for completion.

b. Fire Station Structural Repair Update

Assistant Chief Heins informed the Board he had not be able to meet up with the structural engineer but that the issues seem to have stabilized.

8. **CHIEF'S REPORT**

Chief Rita informed the Board of the following:

- Yolo Chiefs meeting has no news on Prop 172 monies. Will update at next meeting. There are still two more months until budgets are approved by the county and worse case there may need to be an adjustment in the middle of the year regarding the 172 monies.
- Mark Krummenacker financial reports should be completed next week. She stated that once they are completed, she will all a meeting of the Budget Committee to prepare the budget for the next Board meeting.

9. **ASSISTANT CHIEF REPORT**

Assistant Chief Heins informed the Board of the following:

- Working on budget items for the Chief
- Finishing the Grant documentation for County and Yocha Dehe and will forward to Commissioner Yeager when complete.
- New hire review completed
- Completed the survey for Transparent California
- Attending airport advisory committee meeting. Asking for storage PODS for storage of emergency equipment on airport property. Positive meeting.
- Working on several building projects in the area. One was a final on a Mother-in-Law unit and the other was for a building at Yolo Canine Academy. Coordinating with Building officials and owner. The other is a submittal for a patio cover. Information shows that people are building in the area which is good.
- Weed abatement tours have started and most area residents have a handle on weeds.
- Working with Indian Health Services on tour for Commissioners.

10. **VOLUNTEER ACTIVITIES REPORT**

President Fish informed the board of several resent purchases.

- 12 hose clamps
- New Brush units have new iPad (3). One for B30, B230 and E30.
- New Dashboard displays around the station

President Fish stated that the volunteers would like the Commission to approve including the cost of ½ the Clamps in the future budget to reimburse the Volunteers for ½ of the cost of the Clamps.

11. **COMMITTEE REPORTS**

a. Standing Committees

- i. Benefits Committee Report (Chair Hjerpe, Guarino)– No meeting, no report.
- ii. Budget Committee Report (Yeager, Chair Hjerpe) – No meeting, no report.
- iii. Personnel Committee Report (Chair Hjerpe, Guarino) – Already covered

- iv. District Funding and Development Committee (Beoshanz, Chair Yeager)
No meeting, no report.
- b. Ad Hoc Committees
 - i. IHS/Sacred Oaks Committee (Chair McMullen, Guarino) – President McMullen informed the Board that the HIS has a consultant who will be getting more involved and will be contacting Assistant Chief Heins in the near future.

12. **TRAINING LIASION REPORT**
Nothing new to report.

13. **FIRE PREVENTION LIASION REPORT**
Already covered under Assistant Chiefs Report.

14. **MAJOR EQUIPMENT LIASION REPORT**
Nothing to report.

15. **MINUTES**
a. Approval of April 16, 2019 Board Meeting Minutes.

Move to approve minutes as submitted.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

Passed: Unanimously

16. **CLERKS' REPORT**
Nothing to report.

17. **OPEN FORUM**
President McMullen informed the group of the passing for Chief Thomas Powell. Services will be held in Dixon next week and he will be attending.

18. **CALENDAR**
The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday June 18, 2019 at 7:00 pm. Commissioner Yeager stated that he will not be able to attend. Commissioner Hjerpe stated he may not be able to attend either.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To adjourn.

Passed: Unanimously

Meeting adjourned 8:05 pm

President

Clerk