

West Plainfield Fire Protection District

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

BOARD OF COMMISSIONERS MEETING

November 20, 2018 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 (Hjerpe, Guarino)
 - i. Financial Analysis Report
 - ii. Landscaping / Fencing
5. Financials
 - a. Deposits (Page 3)
 - b. Financial Reports (Page 4-16)
6. New Business
7. Old Business
 - a. Fire District Website Update
 - b. County Road 31 and County Road 96 Safety Concerns
8. Chiefs Report
9. Assistant Chiefs Report
10. Volunteer Activities Report
11. Committee Reports
 - a. Standing Committees
 - i. Benefits Committee Report (Hjerpe, Guarino)
 - ii. Budget Committee Report (Yeager, Hjerpe)
 - iii. Personnel Committee Report (Hjerpe, Guarino)
 - iv. District Funding and Development Committee (Beoshanz, Yeager)
 - b. Ad Hoc Committees
 - i. Monument Committee (Beoshanz, Yeager)
 - ii. Incident Analysis and Reporting Committee (Beoshanz, Hjerpe)
 - iii. BIHS Liaison Committee (McMullen, Guarino)
 - iv. Road Improvement Committee (Beoshanz, Guarino)
12. Training Liaison Report
13. Fire Prevention Liaison Report
14. Major Equipment Repair Liaison Report
15. Minutes
 - a. Approval of October 16, 2018 Board Meeting Minutes (Page 17-22)
 - b. Approval of November 1, 2018 Special Meeting Minutes (Page 23 -24)
16. Clerk's Report
17. Open Forum
18. Calendar
 - a. The next regular scheduled Board meeting will be December 18, 2018 at 7:00 pm unless another date is agreed upon.

West Plainfield Fire Protection District

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

November 20, 2018

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	\$ 76.19
Blakes Heating & Air	95.00
Curtis	806.41
Interstate Oil	1,249.24
PG&E	589.18
Pisani's Auto	85.57
TIAA Bank	76.19
US Bank	<u>1,709.89</u>
Total	\$ 4,687.67

* Not included in total

November 20 , 2018

Lillard Hall Report

Deposit Income: \$300.00 Dog Group #1
 \$600.00 Conchola party

Total: \$900.00

Deposit: \$500.00 Conchola party
 \$500.00 Haseltine party

Total: \$1,000.00

Expenses: \$500.00 Refund Contreras party
 \$500.00 Refund Pizano party
 \$95.00 Blake's Heating and Air – Winter check up
 \$1,000.00 WPF - Salary for hall manager
 \$1,100.00 Garcia party cancellation
 \$500.00 Refund Haseltine party

Total: \$3,695.00

Balance: \$23,743.56

Jo Yeager

DEPOSITS – November 20, 2018

Total deposit of \$2,269.32

YCPARMIA – Reimbursement Temporary Disability – Delgadillo	\$ 1,269.32
YCPARMIA – Reimbursement salary Hall Manager	\$ 1,000.00

Income Statement

GL293 Date: 10/25/18
Time: 13:29

JOB SUBMISSION PARAMETERS

User Name: YLISFPD\MSharma
Job Name: GL293DIST
Step Nbr: 1

Main

or Company: 1000 YOLO COUNTY USD
or Company Group:

Year Code:
or

Year: 2019
Period Range: 3- 3

Organization

Accounting Units: 6223

Accounting Unit List:

Level Group:

Individual Reporting

Company:
Level Three:

Level One:
Level Four:

Level Two:
Level Five:

Report Options

Chart Depth: All
Account Detail: S Subaccount
Suppress Zero Accounts: Y Yes
Report Sequence: L Level
Budget: Base
Report Currency: B
XBRL Tag: N No

Income Statement

GL1293 Date 10/25/18 Time 13:29

Company 1000 - YOLO COUNTY
 Income Statement
 For Period 3 Through 3 Ending September 30, 2018

USD

Account Nbr	Description	Period Amount	Year To Date	Last Year Period	Last Year To Date
6223	NET FUND BALANCE				
	REVENUES				
	MISCELLANEOUS REVENUES	5,541.97-	5,541.97-	0.00	2,451.40-
	OTH MIS-INSURANCE PROCEEDS	147,000.00-	147,000.00-	0.00	0.00
	OTHER MISC REVENUES	152,541.97-	152,541.97-	0.00	2,451.40-
	OTHER FINANCING SOURCES	0.00	0.00	0.00	3,175.00-
	SALE OF CAPITAL ASSETS	0.00	0.00	0.00	3,175.00-
	TOTAL OTHER FINANCING SOURCES	152,541.97-	152,541.97-	0.00	5,626.40-
	EXPENDITURES				
	SALARIES AND EMPLOYEE BENEFITS	13,973.56	41,533.00	11,088.56	33,735.19
	REGULAR EMPLOYEES	13,973.56	41,533.00	11,088.56	33,735.19
	TOTAL SALARY AND WAGES				
	EMPLOYEE BENEFITS	651.15	1,651.45	687.49	1,707.97
	OASDI	152.28	386.26	160.79	399.46
	FICA/MEDICARE	65.04	146.02	8.91	106.30
	UNEMPLOYMENT INSURANCE	1,000.00	8,125.59	0.00	5,000.00
	WORKERS' COMP INSURANCE	1,868.47	10,309.32	857.19	7,213.73
	TOTAL EMPLOYEE BENEFITS	15,842.03	51,842.32	11,945.75	40,948.92
	TOTAL SALARIES AND EMPLOYEE BE				
	SERVICES AND SUPPLIES	8,318.31	8,318.31	0.00	0.00
	CLOTHING & PERSONAL SUPPLIES	41.72	2,025.08	8.51	48.84
	COMMUNICATIONS	165.57	921.30	651.02	1,546.34
	HOUSEHOLD EXPENSE	0.00	5,000.00	0.00	5,000.00
	INSURANCE-PUBLIC LIABILITY	0.00	0.00	0.00	818.78
	INSURANCE-FIRE & EXTENDED	0.00	0.00	0.00	49.59
	INSURANCE-OTHER	0.00	920.77	0.00	8,320.46
	MAINTENANCE-EQUIPMENT	139.45	471.03	1,016.09	307.77
	MAINTENANCE-BLDG IMPROVEMENT	0.00	998.94	307.77	307.77
	MAINTENANCE-TRAVEL	0.00	484.21	1,992.34	1,992.34
	MED, DENTAL, & LAB SUPPLIES	0.00	185.00	0.00	110.00
	MEMBERSHIPS	0.00	0.00	0.00	115.50
	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	356.42
	OFFICE EXPENSE	0.00	0.00	0.00	0.00
	OFFICE EXP-POSTAGE	0.00	20.58	0.00	0.00
	PROF & SPEC SVC-INFO TECH SVC	0.00	0.00	0.00	1,930.35
	RENTS AND LEASES - EQUIPMENT	0.00	0.00	0.00	300.48
	TRAINING	0.00	0.00	0.00	2,160.00
	MINOR EQUIPMENT	72.20	11,491.72	0.00	0.00
	TRANSPORTATION AND TRAVEL	0.00	229.86	0.00	255.19
	UTILITIES	773.17	2,608.92	731.50	978.15
	TOTAL SERVICES AND SUPPLIES	9,510.42	33,675.72	4,867.26	24,290.21
	CAPITAL ASSETS				
	EQUIPMENT	51,385.17	51,385.17	1,118.11	1,118.11
	EQUIPMENT-VEHICLE	0.00	0.00	0.00	46,919.51
	TOTAL CAPITAL ASSETS	51,385.17	51,385.17	1,118.11	48,037.62
	TOTAL EXPENDITURES	76,737.62	136,903.21	17,931.12	113,276.75
	TOTAL NET FUND BALANCE	15,804.35-	15,638.76-	17,931.12	107,650.35

W. PLAINFIELD FIRE DIST BAL SHT

YOLOCOUNTY



Balance Sheet

GL292 Date: 10/25/18
Time: 13:29

JOB SUBMISSION PARAMETERS

User Name: YLISFPD\MSharma
Job Name: GL292DIST
Step Nbr: 1

Main

or Company: 1000
or Company Group:

YOLO COUNTY

USD

Year Code:
or

Year: 2019
Period: 3

Period 3

Organization

Accounting Units: 6223

Accounting Unit List:

Level Group:

Individual Reporting

Company:
Level Three:

Level One:
Level Four:

Level Two:
Level Five:

Report Options

Chart Depth: All
Account Detail: S Subaccount
Suppress Zero Accounts: Y Yes
Report Sequence: L Level
Report Currency: B Level
XBRL Tag: N No Base

Balance Sheet

6223 6223 W. PLAINFIELD FIRE DIST BAL SHT

Account Nbr Description Current Year Previous Year Change Percent

ASSETS	ASSETS				
CASH	CASH	254,911.25	162,217.27	92,693.98	57.1
CASH & INVESTMENTS	CASH IN TREASURY	227,798.32	137,300.23	90,498.09	65.9
	RC-WPF FPD CAP ASSET REPL	22,412.08	21,708.77	703.31	3.2
	RC-WPF FPD ACCRUED LEAVE	505,121.65	321,226.27	183,895.38	57.2
	Total CASH & INVESTMENTS	505,121.65	321,226.27	183,895.38	57.2
	Total CASH	505,121.65	321,226.27	183,895.38	57.2

RECEIVABLES	RECEIVABLES	3,008.86	2,980.36	28.50	1.0
PROP TAX REC	PROP TAX REC-CURR SEC SUPPL	3,008.86	2,980.36	28.50	1.0
111090-0000	Total PROPERTY TAX RECEIVABLES	3,008.86	2,980.36	28.50	1.0
	Total CURRENT ASSETS	508,130.51	324,206.63	183,923.88	56.7

NONCURRENT ASSETS	NON-CURRENT ASSETS	97,149.28	97,149.28	0.00	0.00
CAPITAL ASSETS	DEPRECIABLE	27,567.00	27,567.00	0.00	0.00
DEPRECIABLE	BUILDING & IMPROVEMENT	789,118.80	784,699.30	4,419.50	.6
181100-0000	IMPRV OTHR THAN BLDG	913,835.08	909,415.58	4,419.50	.5
181200-0000	EQUIPMENT	88,352.83	87,224.83	1,128.00	1.3
181400-0000	Total DEPRECIABLE	13,817.00	12,567.00	1,250.00	9.9
	ACCUMULATED DEPRECIATION	575,348.41	566,033.46	9,314.95	1.6
	ACCUM. DEP-IMPRV OTHR THAN BLDG	677,518.24	665,825.29	11,692.95	1.8
	ACCUM. DEP-EQUIPMENT	243,316.84	243,590.29	7,273.45	3.0
	Total ACCUMULATED DEPRECIATION	236,316.84	243,590.29	7,273.45	3.0
	Total CAPITAL ASSETS	744,447.35	567,796.92	176,650.43	31.1
	Total NON-CURRENT ASSETS	744,447.35	567,796.92	176,650.43	31.1

LIAB&FUNDBAL	LIABILITIES AND FUND BALANCES				
LIABILITIES	LIABILITIES				
CURRLIAB	CURRENT LIABILITIES	0.00	22,835.42	22,835.42	100.0
ACCTSPAYABLE	ACCOUNTS PAYABLE	0.00	22,835.42	22,835.42	100.0
200001-0000	ACCOUNTS PAYABLE-JE	0.00	22,835.42	22,835.42	100.0
	Total ACCOUNTS PAYABLE	0.00	22,835.42	22,835.42	100.0
	Total CURRENT LIABILITIES	0.00	22,835.42	22,835.42	100.0

FUNDBALANCE	FUND BALANCE	227,798.32	137,300.23	90,498.09	65.9
300600-0001	FD BAL-ASSIGNED-CAP ASSET REPL	22,412.08	21,708.77	703.31	3.2
300600-0002	FD BAL-ASSIGNED-ACCURED LEAVE	149,825.00	149,825.00	0.00	0.0
300600-0003	FD BAL-ASSIGNED-GEN RESERVE	15,638.76	107,650.35	123,289.11	114.5
300900-0000	CURRENT YEAR FUND BALANCE	92,456.35	100,187.36	7,731.21	7.7
300999-0000	UNASSIGNED	508,130.51	301,371.21	206,759.30	68.6
	Total FUND BALANCE	508,130.51	301,371.21	206,759.30	68.6

NET POSITION	NET INVESTMENT IN CAPITAL ASSETS	236,316.84	243,590.29	7,273.45	3.0
300100-0000	Total NET POSITION	236,316.84	243,590.29	7,273.45	3.0
	Total LIABILITIES	744,447.35	567,796.92	176,650.43	31.1

Balance Sheet

GL292 Date 10/25/18
Time 13:29

Company 1000 - YOLO COUNTY
Balance Sheet
For Period 3 Ending September 30, 2018

USD

6223

6223

W. PLAINFIELD FIRE DIST BAL SHT

Fiscal Year 2019

Account Nbr	Description	Current Year	Previous Year	Change	Percent
	Total LIABILITIES AND FUND BAL	744,447.35	567,796.92	176,650.43	31.1

8

Trial Balance

GL291 Date: 10/25/18
Time: 13:28

JOB SUBMISSION PARAMETERS

User Name: YLISFPD\MSharma
Job Name: GL291DIST
Step Nbr: 1

Main

or Company: 1000
or Company Group:

YOLO COUNTY

USD

Year Code:
or

Year: 2019
Period Range: 3- 3

Organization

Accounting Units: 6223

Accounting Unit List:

Level Group:

Individual Reporting

Company:
Level Three:

Level One:
Level Four:

Level Two:
Level Five:

Report Options

Suppress Zero Accounts: A
Report Sequence: Y
Report Currency: L

Amount
Yes
Level
None

Transaction Currency:
or
XBRL Tag: N No

Trial Balance

GL291 - Date 10/25/18
Time 13:28

Company 1000 - YOLO COUNTY
Trial Balance
For Period 3 Through 3 Ending September 30, 2018
USD

Base Currency
Amounts
Fiscal Year 2019

Page 1

6223
6223
W.PLAINFIELD FIRE DIST BAL SHT

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
100000-0000	CASH IN TREASURY	326,106.90	152,541.97	223,737.62	254,911.25
101000-0121	RC-WPF FPD CAP ASSET REPL	80,798.32	147,000.00		227,798.32
101000-0122	RC-WPF FPD ACCRUED LEAVE	22,412.08			22,412.08
111090-0000	PROP TAX REC-CURR SEC SUPPL	3,008.86			3,008.86
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		147,000.00	236,316.84
300600-0001	FD BAL-ASSIGNED-CAP ASSET REPL	80,798.32			227,798.32
300600-0002	FD BAL-ASSIGNED-ACCRUED LEAVE	22,412.08			22,412.08
300600-0003	FD BAL-ASSIGNED-GEN RESERVE	149,825.00			149,825.00
300999-0000	UNASSIGNED	239,456.35	147,000.00		92,456.35
402090-0002	OTHER TRIBAL - YOCCHA DEHE CAPI	0.00	147,000.00	147,000.00	0.00
404117-0000	OTH MISC-INSURANCE PROCEEDS	0.00		5,541.97	5,541.97
404190-0000	OTHER MISC REVENUES	0.00		147,000.00	147,000.00
500100-0000	REGULAR EMPLOYEES				
500320-0000	QASDI	27,559.44	13,973.56		13,585.88
500330-0000	FICA/MEDICARE	1,000.30	651.15		349.15
500380-0000	UNEMPLOYMENT INSURANCE	233.98	152.28		81.70
500390-0000	WORKERS' COMP INSURANCE	80.98	65.04		15.94
501010-0000	CLOTHING & PERSONAL SUPPLIES	7,125.59	1,000.00		6,125.59
501020-0000	COMMUNICATIONS	0.00	8,318.31		8,318.31
501040-0000	HOUSEHOLD EXPENSE	1,983.36	41.72		1,941.64
501051-0000	INSURANCE-PUBLIC LIABILITY	1,755.73	165.57		1,590.16
501053-0000	INSURANCE-OTHER	5,000.00			5,000.00
501070-0000	MAINTENANCE-EQUIPMENT	920.77			920.77
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	331.58	139.45		192.13
501080-0000	MED, DENTAL, & LAB SUPPLIES	998.94			998.94
501090-0000	MEMBERSHIPS	484.21			484.21
501111-0000	OFFICE EXP-POSTAGE	185.00			185.00
501210-0000	MINOR EQUIPMENT	20.58	72.20		52.38
501250-0000	TRANSPORTATION AND TRAVEL	11,419.52			11,419.52
501260-0000	UTILITIES	229.86	773.17		542.69
503070-0000	EQUIPMENT	1,835.75	51,385.17		49,549.58
*** Totals		0.00	670,279.59	670,279.59	0.00

General Ledger Report

GL290 Date: 10/25/18
Time: 13:27

JOB SUBMISSION PARAMETERS

User Name: YLISFPD\MSharma
Job Name: GL290DIST
Step Nbr: 1

Company: 1000 YOLO COUNTY USD
or Company Group: GENERAL LEDGER RPT

Year Code: or Posting Dates:
or Year: 2019
Periods: 3 - 3

Accounting Unit: 6223 W. PLAINFIELD FIRE DIST BAL SHT
Accounts: 100000 - 599999
Subaccounts: 9999
Report Currency: B Base

General Ledger Report

GL290 Date 10/25/18 Company 1000 - YOLO COUNTY USD Page 1
 Time 13:27 GENERAL LEDGER RPT - General Ledger Report
 For Period 03 - 03 Ending September 30, 2018

Accounting Unit 62235327518060 WEST PLAINFIELD FIRE DIST OPER Resp Level 6223-0053-02751-8060

Posting Pd Sy Stat Journal/Seq Transaction Description Operator Debit Credit Balance

Account 402090-0002 OTHER TRIBAL - YOCHA DEHE CAPITAL NT0000006d7
 09/18/18 03 CB Hist N 33-00 WFPPT-YOCHA DEHE WINTUN NT0000006d7
 09/30/18 03 GL Hist N 257-00 RECLASS REVENUE NT000000002
 Total Activity Account 147,000.00 147,000.00
 End Balance 0.00

Account 402090-0002 OTHER TRIBAL - YOCHA DEHE CAPITAL
 End Balance 0.00

Account 404117-0000 OTH MISC-INSURANCE PROCEEDS
 09/05/18 03 CB Hist N 2-00 TEMP DISABILITY-JESSE DELGADIL NT0000006d7
 09/05/18 03 CB Hist N 2-00 REIMBURSEMENT FROM YCPARMIS NT0000006d7
 09/05/18 03 CB Hist N 2-00 TEMP DISABILITY-JESSE DELGADIL NT0000006d7
 09/05/18 03 CB Hist N 2-00 TEMP DISABILITY-MIKE MEDINA NT0000006d7
 09/05/18 03 CB Hist N 2-00 TEMP DISABILITY-MIKE MEDINA NT0000006d7
 09/05/18 03 CB Hist N 2-00 TEMP DISABILITY-MIKE MEDINA NT0000006d7
 Total Activity Account 5,541.97
 End Balance 5,541.97

Account 404117-0000 OTH MISC-INSURANCE PROCEEDS
 End Balance 5,541.97

Account 404190-0000 OTHER MISC REVENUES
 09/30/18 03 GL Hist N 257-00 YOCHA DEHE WINTUN NT000000002
 Total Activity Account 147,000.00
 End Balance 147,000.00

Account 404190-0000 OTHER MISC REVENUES
 End Balance 147,000.00

Account 500100-0000 REGULAR EMPLOYEES
 09/05/18 03 CB Hist N 72-00 W PLAINFIELD FPD PPE 9/1/18 NT0000006d7
 09/19/18 03 CB Hist N 82-00 W PLAINFIELD FPD PPE 9-15-18 NT0000006d7
 Total Activity Account 7,678.45
 End Balance 7,678.45

Account 500100-0000 REGULAR EMPLOYEES
 End Balance 7,678.45

Account 500320-0000 OASDI
 09/05/18 03 CB Hist N 72-00 W PLAINFIELD FPD PPE 9/1/18 NT0000006d7
 09/19/18 03 CB Hist N 82-00 W PLAINFIELD FPD PPE 9-15-18 NT0000006d7
 Total Activity Account 372.99
 End Balance 372.99

Account 500320-0000 OASDI
 End Balance 372.99

Account 500330-0000 FTCA/MEDICARE
 09/05/18 03 CB Hist N 72-00 W PLAINFIELD FPD PPE 9/1/18 NT0000006d7
 09/19/18 03 CB Hist N 82-00 W PLAINFIELD FPD PPE 9-15-18 NT0000006d7
 Total Activity Account 87.23
 End Balance 87.23

Account 500330-0000 FTCA/MEDICARE
 End Balance 87.23

Account 500380-0000 UNEMPLOYMENT INSURANCE
 09/05/18 03 CB Hist N 72-00 W PLAINFIELD FPD PPE 9/1/18 NT0000006d7
 09/19/18 03 CB Hist N 82-00 W PLAINFIELD FPD PPE 9-15-18 NT0000006d7
 Total Activity Account 43.60
 End Balance 43.60

Account 500380-0000 UNEMPLOYMENT INSURANCE
 End Balance 43.60

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General Ledger Report

GL290 Date 10/25/18
Time 13:27

Company 1000 - YOLO COUNTY
GENERAL LEDGER RPT - General Ledger Report
For Period 03 - 03 Ending September 30, 2018

USD

Page 2

Accounting Unit 62235327518060 WEST PLAINFIELD FIRE DIST OPER Resp Level 6223-0053-02751-8060

Posting Pd Sy Stat Journal/Seq Transaction Description Operator

Account 500380-0000 UNEMPLOYMENT INSURANCE
Total Activity Account Debit Balance Fwd Credit Balance

500380-0000 UNEMPLOYMENT INSURANCE
End Balance 146.02

Account 500390-0000 WORKERS' COMP INSURANCE
09/24/18 03 AP Hist N 122-00 10941YCPARMA NT00000002
Total Activity Account 1,000.00
Begin Balance 7,125.59
End Balance 8,125.59

Account 500390-0000 WORKERS' COMP INSURANCE
09/24/18 03 AP Hist N 122-00 CLOTHING & PERSONAL SUPPLIES NT00000002
Total Activity Account 8,318.31
Begin Balance 0.00
End Balance 8,318.31

Account 501010-0000 CLOTHING & PERSONAL SUPPLIES
09/24/18 03 AP Hist N 122-00 12894L N CURTIS & SONS NT00000002
Total Activity Account 8,318.31
Begin Balance 0.00
End Balance 8,318.31

Account 501010-0000 CLOTHING & PERSONAL SUPPLIES
09/24/18 03 AP Hist N 122-00 COMMUNICATIONS NT00000002
Total Activity Account 41.72
Begin Balance 1,983.36
End Balance 2,025.08

Account 501020-0000 COMMUNICATIONS
09/24/18 03 AP Hist N 122-00 11001AT&T NT00000002
Total Activity Account 41.72
Begin Balance 1,983.36
End Balance 2,025.08

Account 501020-0000 COMMUNICATIONS
09/24/18 03 AP Hist N 122-00 HOUSEHOLD EXPENSE NT00000002
Total Activity Account 165.57
Begin Balance 755.73
End Balance 921.30

Account 501040-0000 HOUSEHOLD EXPENSE
09/24/18 03 AP Hist N 122-00 13369WASTE MANAGEMENT OF W NT00000002
Total Activity Account 165.57
Begin Balance 755.73
End Balance 921.30

Account 501051-0000 INSURANCE-PUBLIC LIABILITY
09/24/18 03 AP Hist N 122-00 13369WASTE MANAGEMENT OF W NT00000002
Total Activity Account 165.57
Begin Balance 755.73
End Balance 921.30

Account 501051-0000 INSURANCE-PUBLIC LIABILITY
09/24/18 03 AP Hist N 122-00 INSURANCE-PUBLIC LIABILITY
Begin Balance 5,000.00
End Balance 5,000.00

Account 501053-0000 INSURANCE-OTHER
09/24/18 03 AP Hist N 122-00 INSURANCE-OTHER
Begin Balance 920.77
End Balance 920.77

Account 501070-0000 MAINTENANCE-EQUIPMENT
09/24/18 03 AP Hist N 122-00 15291TAA COMMERCIAL FINAN NT00000002
Total Activity Account 139.45
Begin Balance 331.58
End Balance 471.03

Account 501070-0000 MAINTENANCE-EQUIPMENT
09/24/18 03 AP Hist N 122-00 MAINTENANCE-EQUIPMENT
Begin Balance 331.58
End Balance 471.03

Account 501071-0000 MAINTENANCE-BLDG IMPROVEMENT
09/24/18 03 AP Hist N 122-00 MAINTENANCE-BLDG IMPROVEMENT
Begin Balance 471.03
End Balance 471.03

Account 501071-0000 MAINTENANCE-BLDG IMPROVEMENT
09/24/18 03 AP Hist N 122-00 MAINTENANCE-BLDG IMPROVEMENT
Begin Balance 998.94
End Balance 998.94

Account 501080-0000 MED, DENTAL, & LAB SUPPLIES
09/24/18 03 AP Hist N 122-00 MED, DENTAL, & LAB SUPPLIES
Begin Balance 484.21
End Balance 484.21

Account 501080-0000 MED, DENTAL, & LAB SUPPLIES
09/24/18 03 AP Hist N 122-00 MED, DENTAL, & LAB SUPPLIES
Begin Balance 484.21
End Balance 484.21

Account 501080-0000 MED, DENTAL, & LAB SUPPLIES
09/24/18 03 AP Hist N 122-00 MED, DENTAL, & LAB SUPPLIES
Begin Balance 484.21
End Balance 484.21

Account 501080-0000 MED, DENTAL, & LAB SUPPLIES
09/24/18 03 AP Hist N 122-00 MED, DENTAL, & LAB SUPPLIES
Begin Balance 484.21
End Balance 484.21

General Ledger Report

GL290 Date 10/25/18 Company 1000 - YOLO COUNTY Page 3
 Time 13:27 GENERAL LEDGER RPT - General Ledger Report
 For Period 03 - 03 Ending September 30, 2018

Accounting Unit 62235327518060 WEST PLAINFIELD FIRE DIST OPER Resp Level 6223-0053-02751-8060

Posting	Pd Sy	Stat	Journal/Seg	Transaction Description	Operator	Debit	Credit	Balance
Account			501090-0000	MEMBERSHIPS				185.00
			501090-0000	MEMBERSHIPS				185.00
Account			501111-0000	OFFICE EXP-POSTAGE				20.58
			501111-0000	OFFICE EXP-POSTAGE				20.58

Account			501210-0000	MINOR EQUIPMENT		72.20		11,419.52
			501210-0000	MINOR EQUIPMENT		72.20		11,419.52
Account			501210-0000	MINOR EQUIPMENT				11,491.72
			501210-0000	MINOR EQUIPMENT				11,491.72

Account			501250-0000	TRANSPORTATION AND TRAVEL				229.86
			501250-0000	TRANSPORTATION AND TRAVEL				229.86

Account			501260-0000	UTILITIES		773.17		1,835.75
			501260-0000	UTILITIES		773.17		1,835.75
Account			501260-0000	UTILITIES				2,608.92
			501260-0000	UTILITIES				2,608.92

Account			503070-0000	EQUIPMENT		51,385.17		0.00
			503070-0000	EQUIPMENT		51,385.17		0.00
Account			503070-0000	EQUIPMENT				51,385.17
			503070-0000	EQUIPMENT				51,385.17

Account			62235327518060	EQUIPMENT				51,385.17
			62235327518060	EQUIPMENT				51,385.17

Accounting Unit 622339900010001 W. PLAINFIELD FIRE DIST BAL SHT Resp Level 6223-0099-00001-0001

Posting	Pd Sy	Stat	Journal/Seg	Transaction Description	Operator	Debit	Credit	Balance
Account			100000-0000	CASH IN TREASURY				326,106.90
			100000-0000	CASH IN TREASURY				326,106.90
Account			09/05/18 03 CB Hist N	2-00 Auto Offset From Zone 1		5,541.97		331,648.87
			09/05/18 03 CB Hist N	2-00 Auto Offset From Zone 1		5,541.97		331,648.87
Account			09/05/18 03 CB Hist N	72-00 Auto Offset From Zone 1			8,182.27	323,466.60
			09/05/18 03 CB Hist N	72-00 Auto Offset From Zone 1			8,182.27	323,466.60
Account			09/18/18 03 CB Hist N	33-00 WPFPT-YOCHA DEHE WINTUN			147,000.00	176,466.60
			09/18/18 03 CB Hist N	33-00 WPFPT-YOCHA DEHE WINTUN			147,000.00	176,466.60
Account			09/18/18 03 CB Hist N	33-00 Auto Offset From Zone 1		147,000.00		323,466.60
			09/18/18 03 CB Hist N	33-00 Auto Offset From Zone 1		147,000.00		323,466.60
Account			09/19/18 03 CB Hist N	82-00 Auto Offset From Zone 1			6,659.76	316,806.84
			09/19/18 03 CB Hist N	82-00 Auto Offset From Zone 1			6,659.76	316,806.84
Account			09/24/18 03 AP Hist N	122-00 Auto Offset From Zone 1			10,510.42	306,296.42
			09/24/18 03 AP Hist N	122-00 Auto Offset From Zone 1			10,510.42	306,296.42
Account			09/24/18 03 AP Hist N	125-00 Auto Offset From Zone 1		152,541.97		153,758.45
			09/24/18 03 AP Hist N	125-00 Auto Offset From Zone 1		152,541.97		153,758.45
				Total Activity			223,737.62	254,911.25
				Total Activity			223,737.62	254,911.25

Account			101000-0121	CASH IN TREASURY				80,798.32
			101000-0121	CASH IN TREASURY				80,798.32
Account			33-00 WPFPT-YOCHA DEHE WINTUN	RC-WPF FPD CAP ASSET REPL		147,000.00		227,798.32
			33-00 WPFPT-YOCHA DEHE WINTUN	RC-WPF FPD CAP ASSET REPL		147,000.00		227,798.32

General Ledger Report

GL290 Date 10/25/18
Time 13:27

Company 1000 - YOLO COUNTY
GENERAL LEDGER RPT - General Ledger Report
For Period 03 - 03 Ending September 30, 2018

USD

Sort Type Variable Amounts
Activity Beg Bal and Activity

Accounting Unit 62239900010001 W-PLAINFIELD FIRE DIST BAL SHT Resp Level 6223-0099-00001-0001

Posting Pd Sy Stat Journal/Seq Transaction Description Operator

Account 101000-0121 RC-WPF FPD CAP ASSET REPL
Total Activity Account 147,000.00 Balance Fwd 227,798.32

Account 101000-0121 RC-WPF FPD CAP ASSET REPL
RC-WPF FPD ACCRUED LEAVE
RC-WPF FPD ACCRUED LEAVE
End Balance 227,798.32

Account 111090-0000 PROP TAX REC-CURR SEC SUPPL
111090-0000 PROP TAX REC-CURR SEC SUPPL
Begin Balance 3,008.86
End Balance 3,008.86

Account 181100-0000 BUILDING & IMPROVEMENT
181100-0000 BUILDING & IMPROVEMENT
Begin Balance 97,149.28
End Balance 97,149.28

Account 181200-0000 IMPRV OTHR THAN BLDG
181200-0000 IMPRV OTHR THAN BLDG
Begin Balance 27,567.00
End Balance 27,567.00

Account 181400-0000 EQUIPMENT
181400-0000 EQUIPMENT
Begin Balance 789,118.80
End Balance 789,118.80

Account 182100-0000 ACCUM. DEP-BLDG & IMPRV
182100-0000 ACCUM. DEP-BLDG & IMPRV
Begin Balance 88,352.83
End Balance 88,352.83

Account 182200-0000 ACCUM. DEP- IMPRV OTHR THAN BLDG
182200-0000 ACCUM. DEP- IMPRV OTHR THAN BLDG
Begin Balance 13,817.00
End Balance 13,817.00

Account 182400-0000 ACCUM. DEP-EQUIPMENT
182400-0000 ACCUM. DEP-EQUIPMENT
Begin Balance 575,348.41
End Balance 575,348.41

Account 300100-0000 NET INVESTMENT IN CAPITAL ASSETS
300100-0000 NET INVESTMENT IN CAPITAL ASSETS
Begin Balance 236,316.84
End Balance 236,316.84

Account 300600-0001 FD BAL-ASSIGNED-CAP ASSET REPL
09/18/18 03 CB Hist N 33-00 WFPPT-YOCHA DEHE WINTUN
Total Activity Account NT0000006d7
Begin Balance 80,798.32
End Balance 147,000.00

Account 300600-0001 FD BAL-ASSIGNED-CAP ASSET REPL
300600-0001 FD BAL-ASSIGNED-CAP ASSET REPL
End Balance 227,798.32

Account 300600-0002 FD BAL-ASSIGNED-ACCRUED LEAVE
300600-0002 FD BAL-ASSIGNED-ACCRUED LEAVE
Begin Balance 22,412.08
End Balance 22,412.08

Account 300600-0003 FD BAL-ASSIGNED-GEN RESERVE
300600-0003 FD BAL-ASSIGNED-GEN RESERVE
Begin Balance 149,825.00
End Balance 149,825.00

Account 300999-0000 UNASSIGNED
09/18/18 03 CB Hist N 33-00 WFPPT-YOCHA DEHE WINTUN
Total Activity Account NT0000006d7
Begin Balance 239,456.35
End Balance 92,456.35

Account 300999-0000 UNASSIGNED
300999-0000 UNASSIGNED
End Balance 92,456.35

Account 300999-0000 UNASSIGNED
300999-0000 UNASSIGNED
End Balance 92,456.35

Account 300999-0000 UNASSIGNED
300999-0000 UNASSIGNED
End Balance 92,456.35

Account 300999-0000 UNASSIGNED
300999-0000 UNASSIGNED
End Balance 92,456.35

Account 300999-0000 UNASSIGNED
300999-0000 UNASSIGNED
End Balance 92,456.35

Account 300999-0000 UNASSIGNED
300999-0000 UNASSIGNED
End Balance 92,456.35

General Ledger Report

290 Date 10/25/18 Time 13:27
 Company 1000 - YOLO COUNTY
 GENERAL LEDGER RPT - General Ledger Report
 For Period 03 - 03 Ending September 30, 2018
 USD

Page 5
 Sort Type Variable Level, Account
 Activity Beg Bal and Activity

counting Unit 62239900010001 W. PLAINFIELD FIRE DIST BAL SHT Resp Level 6223-0099-00001-0001

Account	Pd Sy	Stat	Journal/Seq	Transaction Description	Operator	Debit	Credit	Balance
300999-0000				UNASSIGNED				92,456.35-
62239900010001				W. PLAINFIELD FIRE DIST BAL SHT				15,638.76

Company 1000 Totals:
 Debit Transactions 670,279.59
 Credit Transactions 670,279.59
 Debit Balances 1,558,868.80
 Credit Balances 1,558,868.80

16

West Plainfield Fire Protection District

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

**Minutes – October 16, 2018
West Plainfield Fire Protection District Board of Commissioners**

1. CALL TO ORDER

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

Commissioners: Ed Beoshanz, Jim Yeager, Charles Hjerpe, Richard Guarino and James McMullen
Staff: Chief Cherie Rita, Assistant Chief Bill Heins, Clerk Sharon Grafton
Guest: Assistant Chief Dave Stiles

2. PUBLIC COMMENT

None

3. REVIEW DISCUSSION OF BILLS

- a. Approve payment of bills.
There was discussion regarding the ISU/Atwood Insurance Accidental Death and Disability renewal. There was a proposal for 3 different options and it was decided that the Benefits Committee should review the options.

Motion by: Commissioner Yeager
2nd: Commissioner Beoshanz

To charge the Benefits Committee to review the Accidental Death and Disability policy options and decide on behalf of the Board on which plan choose. If the Committee doesn't feel confident in making the decision it would come back to the full Board.

Passed: Unanimously

Motion by: Commissioner Guarino
2nd: Commissioner Beoshanz

To approve the bills, excluding the ISU/Atwood Insurance invoice for an amount of \$6,388.85.

Passed: Unanimously

Chief Rita asked that item 6a. Discussion/Action – Yolo County Grant Award of \$88,000 for Apparatus, be taken out of order so Assistant Chief Stiles could be excused early.

6. NEW BUSINESS

- a. Discussion/Action – Yolo County Grant Award of \$88,000 for Apparatus
(Taken out of order)
Commissioner Yeager informed the Board that he and Assistant Chief Heins had put together two grants and submitted them to the County. One was for a Brush Rig which was recently awarded to us for an amount of \$88,000. The other was

Commissi

for a partial salary for a Full Time Employee which was approved today via a phone call received by

Commissioner Yeager for a .25% employee. Commissioner Yeager stated that it would mean about \$13,000 a year, but he still needed to contact the County to get more information regarding whether this grant would continue on future years.

Since the District was awarded the Grant for a Brush Rig from Yocha Dehe, Assistant Chief Stiles felt that the County money would be better used to re-service the Water Tender. Assistant Chief Heins stated that he would like approval from the Board to contact the county to see if they would be willing to re-allocate the funds to refurbish the Water Tender.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To have the Committee go back to the County for reallocation of the \$88,000 for refurbishing the Water Tender.

Passed: Unanimously

Assistant Chief Stiles gave the Board an update on the current build of the Brush Truck builds.

AC Stiles left 7:45pm

4. LILLARD HALL

a. Lillard Hall Business

There was discussion on the issue of people using the handicapped spaces who are not handicapped, and how to enforce it. Commissioner Yeager reminded the Board that it had already been approved, with handicapped signs on poles in front of the spaces so they could be seen, and noted that this has not yet been done.

All agreed that the signs should be posted before any other action is taken. Chief Rita stated that Spencer Defty would be contacted to have the poles and signs installed.

b. Lillard Hall Report

Assistant Chief Heins stated that are a couple of items the Hall Manager wanted him to mention during the meeting.

-
- We need to have a reevaluation of the cracks in the floor of the Hall, as there is a potential for a trip or fall.
- Some parties have overloaded the electrical outlets and tripped the breakers. We should have an electrician evaluate the electrical circuits and advise us on what to do.
- We should get an estimate of the cost to have someone trim the Trees in the parking lot –

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

To authorize the Hall Manager to obtain options and costs for dealing with the cracks in the floor, making appropriate changes to the electrical circuits, and trimming of the trees and bring it back to the Board for discussion.

Passed: Unanimously

Commissioner Beoshanz also noted that the Bathrooms in Lillard Hall would not meet ADA requirements for wheelchairs and disabled persons. He stated that he felt they should be modified. Assistant Chief Heins stated that he had talked to the risk manager from YCPARMIA last time they were out and they said that we are grandfathered in and don't have to do anything unless a remodel is done to the building. One option might be to rent an ADA compliant portable rest room and put it behind the Hall during certain events.

- c. Lillard Hall Committee Report Ad Hoc
 - i. Financial Analysis Report
Nothing to report
 - ii. Landscaping/Fencing
Nothing to report.

5. **FINANCIALS**

- a. Deposits
Total of 2 checks for a total deposit of \$1,269.32.
- b. Financial Reports
None were presented this month.

6. **NEW BUSINESS (Con't)**

- b. Discussion/Action – Bureau of Indian Health Proposal Letter
Assistant Chief Heins stated that he and Commissioner McMullen had met with the IHS and discussed our needs for servicing their facility. IHS stated that they wanted to help, but in a proportional manner. They would like to have an engineering report done because they only want to contribute their share and would negotiate a contract based on calls, traffic accidents, etc.

After much discussion it was decided that Commissioner McMullen and Assistant Chief Heins should continue to meet with them. IHS stated they would pay to have the engineering report done.

It was decided to create a IHS Liaison Committee to continue discussions. Assistant Chief Heins stated that he would prepare a letter to IHS agreeing to the report.

The new Committee will be an ad hoc committee with Commissioner McMullen and Commissioner Guarino.

7. **OLD BUSINESS**

- a. Fire District Website
Assistant Chief Heins showed the Board a pilot of the website and its functionality. It has not gone live yet but he wanted their feedback. He stated

that they are working on getting it up and running by the first of the year. He is also researching the cost of having our scanner/copier be able to create searchable PDF files that can be uploaded easily.

Assistant Chief Heins asked direction from the Board as to whether or not they wanted to include Lillard Hall on the website.

By consensus it was agreed to add Lillard Hall to the website with a calendar and contact information

- b. County Road 31 and County Road 96 safety concerns.
Commissioner Hjerpe prepared a letter and distributed it to the Board for approval. It was approved and will be sent to the Board of Supervisors on behalf of the Board.

Motion by: Commissioner Guarino
2nd: Commissioner Beoshanz

To direct the President to prepare the letter and forward to the County Board of Supervisors representing the Board.

Passed: Unanimously

It was agreed the Clerk would put the letter on letterhead for signature by the President.

8. CHIEF'S REPORT

Chief Rita informed the Board of two items:

- Prop 172 funds update - Yolo Fire Chiefs met last Tuesday and all but one district has requested funding. The new Sheriff is in support of it, and if it is approved, each district would receive approximately \$160,000 a year. They would like to see an agreement in place so we can use the funds by next fiscal year.
- There is one new Volunteer member, Noah Faber, from Trinity Acres. He is just 18 but came to the Volunteers Meeting on Monday, and turned in his paperwork.
- We are back to responding to Mutual aid calls when we can. So far, we responded to 2 in Winters and 1 on Hwy 12 in Solano County.

9. ASSISTANT CHIEF REPORT

Assistant Chief Heins informed the board of a few items.

- Staffing: He stated that Scott Bravo, the new hire, started last Monday and worked alone Thursday through Sunday. There were 2 small grass fires during that time and he handled them well. Chief Heins also stated that his schedule has changed as he is covering Delgadillo's schedule and overlapping with Scott, with at least 1 day a week for training. Scott is working Medina's old schedule and the station is now open from 8am to 6pm M-F and 10 hours every other weekend. Medina also is helping to train Scott, but his last day is scheduled for November 8th.
- IOD update: Lt, Delgadillo's surgery on his shoulder went well, and he anticipates being out 2-3 weeks with no duty, followed by light duty during rehab which will

be 4-5 months.

10. **VOLUNTEER ACTIVITIES REPORT**

Chief Rita informed the Board that there was nothing new to report.

11. **COMMITTEE REPORTS**

a. Standing Committees

- i. Benefits Committee Report (Hjerpe, Guarino)– No meeting, no report.
- ii. Budget Committee Report (Yeager, Hjerpe) – No meeting, no report.
- iii. Personnel Committee Report (Hjerpe, Guarino) - No meeting, no report.
- iv. Extended Coverage/Resident Firefighter Program Committee (Beoshanz, Yeager) – Commissioner Yeager stated that he felt that this was a part of two other committees and we needed to consider joining them together as one committee. He suggested it be called the “Department Funding & Development Committee”. The three committees are the Airport Service District Committee, the Funding Committee, and this one.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

To consolidate into one standing committee entitled the District Funding and Development Committee, the old Extended Coverage/Resident Firefighter Program Committee, the ad hoc Airport Service District and Funding Committees, therefore eliminating the ad hoc committees and incorporating their work into the new committee.

Passed: Unanimously

New Committee members are Commissioners Yeager and Beoshanz

b. Ad Hoc Committees

- i. Monument Committee (Beoshanz, Yeager) – Commissioner Yeager stated that October 1st had been determined to be the date that we would dedicate the Mill Stone but the guests were not able to make it. Therefore, it was decided that November 5th during the next Volunteer meeting would work. This would be a Monday night, so there would be pizza or something light, a meeting of the Volunteers, and then drill. Commissioner Yeager would give a history of the past Commissioners, and Commissioner Beoshanz would give a history of the department. Commissioner Beoshanz stated that he had four families that he wanted to invite, and would give their addresses to the Clerk, who will send out invitations. The event would start at 7pm.
- ii. Airport Service District Funding Committee (Yeager/Hjerpe) – This committee was eliminated and combined into the new District Funding and Development Committee.
- iii. Incident Analysis and Reporting Committee (Beoshanz, Hjerpe)- No meeting, no report.
- iv. Funding Committee (Hjerpe, Yeager) – This committee was eliminated and combines into the new District Funding and Development Committee.

12. **INDIAN HEALTH SERVICE (IHS) LIASION REPORT**

This was already covered under item 6b.

13. **TRAINING LIASION REPORT**

Nothing new to report.

14. **FIRE PREVENTION LIASION REPORT**

Nothing to report.

15. **MAJOR EQUIPMENT LIASION REPORT**

Nothing new to report.

16. **MINUTES**

a. Approval of September 18, 2018 Board Meeting Minutes.

Move to approve minutes as corrected.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

Passed: Unanimously

17. **CLERKS' REPORT**

Nothing to report.

19. **OPEN FORUM**

Nothing for discussion

20. **CALENDAR**

The next scheduled meeting are as follows:

- Dedication of the Monument, November 5, 2018 at 7pm
- The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday November 20, 2018.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

To adjourn

Passed: Unanimously

Meeting adjourned 9:30pm

President

Clerk

22

West Plainfield Fire Protection District

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

Minutes – November 1, 2018
West Plainfield Fire Protection District Board of Commissioners
Special Meeting

1. CALL TO ORDER

Meeting called to order by President McMullen at 7:05 pm.

Present were:

Commissioners: James McMullen, Charles Hjerpe, Richard Guarino, Ed Beoshanz and Jim Yeager

Staff: Chief Cherie Rita, Assistant Chief William Heins and Clerk Sharon Grafton

Guests: Ron Boyle, Chief Engineer GHD, Darlene Comingore, PT, Principal Civil Engineer, County of Yolo Public Works, Shyam Puligadda, Panos Kokkas, Yolo County and Supervisor Duane Chamberlain

2. PUBLIC COMMENT

No Public Comment.

3. DISCUSSION/ACTION – PROPOSED COUNTY ROAD IMPROVEMENT

- a. Representative from Yolo County Public Works Division/Contractor Ms. Comingore explained the proposed county road improvements. The County will extend the improvements from County Road 29 to Putah Creek. The plan is to install roundabouts at the intersections with County Road 31, County Road 32 and Hutchison Drive. She explained that the intersections of County Road 98 and County Road 31 and County Road 32 are currently controlled with four-way stop signs. Ms. Comingore stated that there will be a Board of Supervisors meeting on December 11th, where they will recommend the plan.

The Chief Engineer Ron Boyle gave a detailed description of what a roundabout is and how the roundabout would function at each intersection. He explained how the fire apparatus would make it around all the curves.

Presentation was completed at 8:30pm

4. OPEN FORM

President McMullen stated that Board would not make any decision on this issue as he would like to have an Ad Hoc Committee formed to research this matter further. Therefore, a Road Improvement Committee. Members are Commissioners Beoshanz and Guarino. The Committee has been requested to research this matter further and give a report back to the Board at the next meeting November 20, 2018.

5. **CALENDAR**

The next regularly scheduled Board of Commissioners meeting is set for Tuesday, November 20th, 2016 at 7:00pm.

Motion by: Commissioner Yeager
2nd: Commissioner Guarino

To adjourn.

Passed: Unanimously

Meeting adjourned 8:28pm

President

Secretary