**INDEPENDENCE FIRE PROTECTION DISTRICT**

**BOARD OF COMMISSIONERS**

**SPECIAL MEETING AGENDA**

**Monday, June 29, 2020**

**5:30 PM**

1. Bring meeting to order.

 Flag Salute

1. Public Comment.

At this time, any member of the public may make comments

during this scheduled period, but no action will be taken.

1. Discussion Items
	1. Fire Chief –
* Fireworks update
* Cal Fire Assistant Grant applied for. 50% match
* Letter to Commissioners from Bill Michael & Tamara Cohn for Committee to form an Independence Fire Safe Council, for discussion; also, a draft Governance Document for information.
	1. Other-
	2. Asst. Chief-
	3. Other discussion -
	4. Budget Report – J. Odum

Fund Balance as of May 31, 2020

 Fire District: $336,662

 Ambulance: $ 32,002

 ACO: $ 65,093

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1. Consent Agenda

Approve minutes from March 23, 2020

Approve expenditures (rounded)for March, 2020 in the amount of $38,343 (Operating), and $11 (Ambulance)

Significant expenditures for March, 2020 Operating budget: DWP, $2,007, West America Bank Loan $12,280

Significant expenditures for March, 2020 Ambulance budget:

No significant expenses.

Revenue received in Independence Fire Operating:

March, 2020 $81,224 (OES Pre-positioning & Cal Fire for

 Mazourka Fire in June 2019)

 Revenue received in Independence Fire Ambulance:

March, 2020 $2,830 Ambulance billings

Approve expenditures (rounded)for April, 2020 in the amount of $38,343 (Operating), and $1,924 (Ambulance)

Significant expenditures for April, 2020 Operating budget: Workers Comp, $2753; Swiss Phone $5,335 (Maddy Grant); Lehr 4,514(light bar, etc. for new truck); DWP, $1,888; Cross Connections, $17,942(Radios, Maddy Grant)

Significant expenditures for April, 2020 Ambulance budget:

No significant expenses. There was a posting error of $960 to Ambulance budget for workers comp that should have been paid from operating. Correction being made.

Revenue received in Independence Fire Operating:

April, 2020 $81,224 (Taxes, $78,670; Interest 2 & 3rd quarter,

 $2,553 )

 Revenue received in Independence Fire Ambulance:

April, 2020 $1,040

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Approve expenditures (rounded)for May, 2020 in the amount of $5,289 (Operating), and $1,339 (Ambulance)

Significant expenditures for May, 2020 Operating budget: No significant expenses, DWP, $798

Significant expenditures for May, 2020 Ambulance budget:

TLV, $988 ambulance billings.

Revenue received in Independence Fire Operating:

May, 2020 $0

 Revenue received in Independence Fire Ambulance:

May, 2020 $2,458

Motioned by: Seconded:

 Ayes: Noes: Motion passed:

1. Request the Commission establish the Independence Fire Safe Council (IFSC) as a volunteer committee of the Independence Fire Protection District reporting to the Independence Volunteer Fire Department Chief, or his designee.

Motioned by: Seconded:

 Ayes: Noes: Motion passed:

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1. Approve the 2020-2021 Fire District Operating Budget 832001 as follows:

Estimated Revenue: $215,850

Estimated Expenses: $267,592

(Will use $51,742 from fund balance. Anticipate a Fund balance on July 1st of $274,116)

Approve the 2020-2021 Ambulance Operating Budget 832301 as follows:

Estimated Revenue: $18,050

Estimated Expenses: $25,736

(Anticipate a Fund balance on July 1st of $18,418)

COPIES OF PROPOSED BUDGETS ATTACHED.

Motioned by: Seconded:

 Ayes: Noes: Motion passed:

1. Authorize the fire chief to purchase up to $3,000 from any one vendor on a single purchase and authorize the secretary to create appropriation changes and journal entries as needed, up to $3,000 per submission for Fiscal Year 2020-2021.

Motioned by: Seconded:

Ayes: Noes: Motion passed:

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1. Authorize on July 1, 2020, the transfer of $50,000 from Independence Fire Operating Fund Balance (Fund 8320) to the Independence Fire ACO Fund (Fund 8321) (included in Object Code 5801, Operating Transfers out in the requested 2020-2021 Independence Fire Operating Budget 832001.

Motioned by: Seconded:

 Ayes: Noes: Motion passed:

1. Authorize the Secretary to send to the County Auditor, the 2020-2021 Special District Wage Schedule, showing the wages for the Fire Chief (750/month), Asst. Chief($450/month), Secretary($550/month); Turn out/calls for Volunteers at $15/turn out/call, Chief, Asst. Chief & Captains at $17/turn out/call & EMT’s at $20/turn out/call. These are based on the Commissioners Approval at the Oct. 26, 2015 meeting; and the Signature Authorization form authorizing the Chief, Asst. Chief and Secretary to sign for AP batches, Journal Entries, payroll, pick up claims, agenda request forms and warrants(checks) issued)

Motioned by: Seconded:

 Ayes: Noes: Motion passed:

1. Set day & time for next meeting.

 Motioned by: Seconded:

 Ayes: Noes: Motion passed:

1. Adjourn meeting

Motioned by: Seconded:

 Ayes: Noes: Motion passed: