MARINWOOD FIRE COMMISSION
MEETING AGENDA
TUESDAY MARCH 3, 2015
7:30 PM
MARINWOOD COMMUNITY CENTER

1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES
   - Review and Approve February Draft Minutes

3. REVIEW MONTHLY ACTIVITY SUMMARY
   - Review February 2015 Activity Summary
   - Review February 2015 Response Report

4. CHIEF REPORT
   - Draft 2015/26 FD Budget
   - Draft Light Duty Policy Update
   - Volunteer Report
   - Draft Resolution for California Fire Assistance Agreement

5. ADJOURNMENT
   - Date of next Board Meeting Tuesday March 10
   - Date of next Fire Commission Meeting TBD

ADVISE FIRE CHIEF IF UNABLE TO ATTEND
Work Phone 479-0122
Cell Phone 747-0848
Email troach@marinwood.org

TO: MARINWOOD FIRE COMMISSION
FROM: THOMAS ROACH, FIRE CHIEF

February 4, 2015 Fire Commission Meeting Minutes

DRAFT

Fire Commissioners:
Present: Ron Marinoff, Jeff Naylor, Russ Albano, Tom Elsbree, Greg Stillson,
Others in attendance:
Fire Chief Tom Roach, District Manager Eric Dreikosen, Board Members Tarey Read, and Bill Shea, Linda Barnello, Damien Perry

1. Approval of Agenda-Call to order 730 pm. Approval of Agenda.
   - **M/S Marinoff/Elsbree to approve agenda. All in favor.**

2. Approval of December Minutes
   - There was not a quorum at the December meeting so not minutes were taken during the informal meeting that was held.

3. September Activity Schedule and Response Report.
   - The January 2015 Activity Schedule was reviewed. There were no questions.
   - The January 2015 Response Report was reviewed. There was a question on call 15-06 for a severed toe. A 28 year old male had a front door slam on his foot and the tip of his big toe was cut off. There was a question on call 15-50 for traumatic injuries. A 64 year old woman took a ground level fall and hurt her knee.
   - The Response Numbers for 2013 and 2014 were compared. The difference in the two years was that in 2014 the Shared Services Agreement was signed in April and the Department started responding east of the freeway again. That added an increase of 360 calls to that area in the 8 months of 2014. Chief expects the number to be around 400 during 2015 which is what the department responded to previously with the old JPA agreements. Chief also noted that when the Marinwood engine was responding into that area of San Rafael Marinwood had very good backfill coverage from either San Rafael of Novato.

4. Chief Report
   - Chief gave a status report on the Shared Services Agreement with San Rafael. Changes have been made in dispatch. Cross over training was completed with emphasis on engine familiarization and drive time, truck training, and SCBA training.
     Chief has recorded the hours each agency has worked for the other agency and has costs for the Marinwood personnel working in San Rafael and San Rafael has provided Marinwood with the same details. A spreadsheet was distributed to the Commission and will be included in the Board Packet.
   - The draft 2015/16 Fire Department budget was reviewed. Chief did review the strike team reimbursements and discussed how that offset most of the overtime costs. Another sheet was distributed to explain the reimbursements and OT costs. It will be included in the Board Packet. Commissioner Marinoff asked to see how much overtime the Department had not attributed to strike teams. Chief said he would be able to provide that in the next month. Commissioner Marinoff also had comments on MERA Bond, asking if there would be another bond for the Next Generation System. It was explained that will be paid through a property tax. He also had a comment on the principal and interest of the pool bond. The 2015/16 budget reflected the same numbers as 2014/15. Typically the P and I is adjusted a bit. Eric stated he would check and adjust.
   - The Chief presented a not all inclusive list of department goals for 2015. Commissioner Naylor asked the Grant research and writing for department needs should be added and it was. Captain White said the department members have in the past researched and written grants for a variety of needs. Some have been awarded and some have not. He suggested

there are professional companies who write grants or that maybe a Commissioner would like to assist with the process.

- A draft Light Duty policy was reviewed. Three other policies from other departments were reviewed. A few suggestions were made and the draft has been updated and will be presented to the Board for review. If the Board is happy with the draft it will be sent to Counsel for review and then come back to the Commission and Board for approval next month.
- Chief discussed the current staffing issues with the Department, 2 members off on work related injuries and one employee offered a full time job with the San Rafael FD, leaving at the end of February. Different possibilities were discussed. The Commission agreed with the Chief's recommendation of hiring the temporary hire full time and using San Rafael's paramedic list for the next candidate and possibly include them in San Rafael's Academy.

Respectfully submitted,
Chief Tom Roach

February 27, 2015

To: Marinwood Board of Directors
From: Chief Tom Roach
Re: Activity Summary for February 2015

FULL TIME PAID STAFFING

Eleven (11) full time paid personnel including:
Fire Chief Tom Roach
"A" shift- Captain Heine, Engineer Smith, Firefighter Brackett
"B" shift- Captain Bagala, Engineer Papanikolaou, Firefighter Selvitella
"C" shift- Captain White, Engineer Correa, Firefighter Anderson
Relief Firefighter-Jeff Smith
Two firefighters off injured. Jeff Smith has been hired to replace the recently departed Este Cespedes, but is covering on shift due to the injuries.

VOLUNTEER STAFFING

18 Current Volunteers including:
One Volunteer Captain-one undergoing training
3 Volunteer Firefighter/AO's
10 Volunteer Firefighters qualified as "responders" (includes AO's & Captains)
8 Volunteer Firefighter qualified as a "non responder"

EMERGENCY CALLS

Below are emergency call for February 2015. The department ran 100 emergency responses, mostly medical aides but did respond to two vehicle fires in San Rafael, one vehicle fire in Novato, one structure fire in San Rafael, one structure fire in Novato, and one vegetation fire in Novato.

February 2015 Response Report

	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	TOTAL
Marinwood	15	9	1	0	0	na	25
CSA 13	2	1	0	0	0	na	3
New JPA (east of 101)	35	4	5	1	0	na	45
Old JPA (mont marin)	2	2	0	0	0	na	4
SR Mutual Aid	5	1	0	3	0	1	10
MC JPA	5	2	0	0	0	na	7
MC Mutual Aid	0	0	0	0	0	0	0
Novato Matrix	1	0	0	3	0	2	6
Others (list)							
Total number	**65**	**19**	**6**	**7**	**0**	**3**	**100**

COMMUNITY SERVICE/PREVENTION/ASSOCIATION MEETINGS

- I completed three final inspections of new solar systems in Marinwood during February.
- One fire commission meeting was held in February
- I completed two inspections of a new home family daycare in Marinwood during February.

- I attended the Old Dixie Schoolhouse Board meeting in February
- The engine company stopped by a birthday party to show the kids the engine during February.
- Two tours of the fire house were done. One for a parent/child group and one for a kindergarten class.
- I had a meeting with an AT & T representative for a cell site on Marinwood property. Follow up meetings are scheduled.
- I helped facilitate a meeting of Lions Club at the Old Dixie Schoolhouse.

TRAINING

- Six minutes of Safety training was reviewed daily by on duty staff.
- The onduty engine company taught a county wide volunteer academy day that was held in Marinwood during February.
- The on duty engine company taught a county wide volunteer drill night at Marinwood during February.
- Department Personnel continued with the Target Safety Training Program during February.
- One paid employee continued working on Officer Training.
- All three shifts participated in a multi company drill/training through the Central Marin Training Consortium in February. It was the final section of the structure block training.
- Marinwood is responsible for the CLTC Training delivery during March and April. The topic is auto extrication.
- Four volunteer drills were held in February. Topics included structural firefighting tactics, safety gear review, scba training, and equipment orientation.

MAINTENANCE

- All 4 department vehicles underwent a comprehensive monthly check during February.
- All gas-powered equipment was checked weekly during the month.
- All vehicle batteries were serviced and charged on a weekly basis during the month.
- All radio batteries were rotated and charged on a weekly basis during the month.
- Engine 658 had a preventative maintenance check during the month.

February 5, 2015

To: Marinwood Board of Directors
From: Chief Roach

Re: Draft 2015/16 Fire department budget, Light Duty Policy Update, Volunteer Report, Draft Resolution for California Fire Assistance Agreement, Wildland Season

Draft 2015/16 Fire Department Budget

Included in the packet is a draft of the 2015/16 FD budget with the year to date expenditures from this years budget. The department is still waiting for strike team reimbursement from 1 of the 6 strike team assignments. All others have been received for a total reimbursement of $197,361.75. This offsets much of the OT budget that has been spent. The department is still waiting for one more payment totaling $49,138. The budget is still a working draft for the Commission. A few changes have been made since the last time the Commission looked at it. Revenue was updated, changes made in the Mera Bond payment schedule between P and I. When the Board looks at the total budget together I expect some feedback and direction at which point additional changes will probably have to be made. The Commission had asked for a break down of OT costs associated with Strike Teams compared to regular department OT.

The District has paid $152,721.00 in overtime costs associated with strike team assignments. That includes overtime for the personnel assigned to the incident and overtime costs to cover shift back at the station.

The District has paid $55,230.61 in other related overtime costs for the department. This includes, sick, vacation, school coverage, etc.

The department has been reimbursed a total of $246,498.65 from the state for costs associated with participating on strike teams. Of that amount $187,480.73 is related to personnel costs. The remaining $59,017.92 is for use of the engine and an administrative surcharge.

Draft Light Duty Policy

The light duty policy was forwarded to County Council for review. Jenna Brady emailed me back a number of questions about the policy. I had a long phone conference with her about the policy. She was going to make changes to the policy and render an opinion to the District on the policy but I have yet to receive back either an updated policy or the legal opinion.

Volunteer Staffing
The department did hire six new volunteers who are participating in a countywide volunteer academy consisting of eight consecutive Sundays of training at various fire stations throughout Marin. Mill Valley, Ross Valley, and Marinwood are participating. Marinwood is hosting two Sunday training sessions. Unfortunately two of Marinwood hires had to resign due to injuries sustained in accidents outside of the department. Both will require rehabilitation and free to reapply when healthy and medically cleared by a doctor.

California Fire Assistance Agreement
Included in the Board packet is a draft resolution the District will need to pass before the next fire season. Also included is a report as to why we need to do this. We can discuss further at the Commission Meeting. The Commission and Board do not need to adopt it this month, but probably sometime before June 1.

Also, Wildland Season is rapidly approaching. During April and May the department will sending oout vegetation management information to homes that interface with the open space. I am also trying to get a copy of a report by CoreLogic that was written about in the Marin IJ that apparently lists problem wildland urban interface areas and homes that are exposed the greatest to wildland fire risk. (I wish I could take credit for this, but it came from Commissioner Marinoff).

Marinwood CSD
Staff Report

INSERT DATE Board Meeting

DATE: INSERT DATE, 2015

TO: Marinwood CSD Board of Directors

FROM: Tom Roach, Fire Chief

SUBJECT: **Identifying the Terms and Conditions for Fire Department Response Away from the Official Duty Station and Assigned to an Out-of-County Emergency Incident.**

ACTION REQUESTED

For the Board to approve Resolution ##### identifying the terms and conditions for Fire Department response away from the official duty station and assigned to a mutual aid emergency incident.

SUMMARY

The Marinwood Fire Department adheres to the California Fire Assistance Agreement (CFAA) for reimbursement of out-of-county mutual aid responses. In 2014, the Fire Department responded to six out-of county responses. The total reimbursement amount for these responses was approximately $200,000. The CFAA has recently been revised with a new agreement being implemented in advance of the 2015 fire season. The new CFAA establishes guidelines to follow to ensure adequate reimbursement for mutual aid responses. Adoption of Resolution #### is necessary to be in compliance with the 2015 CFAA and to ensure that the CSD receives compensation for actual hours worked from time of departure through time returned to the official duty station. The elected bodies of all California fire agencies that participate in out-of-county mutual aid are compelled to adopt resolutions in order to ensure proper payment.

FISCAL IMPACT

There is no fiscal impact to approving this request.

ENVIRONMENTAL STATUS

California Environmental Quality Act (CEQA) provisions are not applicable to this request.

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BACKGROUND

The State of California Office of Emergency Services (OES) serves as the broker between local government fire departments and the requesting State and Federal agencies for mutual aid responses. Financial reimbursement for the local government fire department's mutual aid responses are set forth in the 2015 CFAA. The 2015 CFAA requires participating fire departments to have a memorandum of understanding (MOU) document on file internally that describes the wages and benefits of all employee classifications that will respond to a mutual aid incident. The Marinwood Fire Department has an MOU on file for its respective labor group.

Additionally, the Agency is required to have a resolution on file that states that Fire Department personnel are paid for all hours, commonly referred to as portal-to-portal, and that our reimbursement procedures are in accordance to the 2015 CFAA. Adoption of this resolution will ensure our ability to recover costs related to mutual aid responses.

DISCUSSION

With increasing frequency, the State of California Fire Department, known as *Cal Fire*, and the Federal Department of Forestry continues to depend on local government resources to assist with large-scale wildland incidents. Additionally, as California's growing population continues to expand into the wildland areas, urban interface fire activity is expected continue to increase in frequency and severity. Participation in the statewide mutual aid system is imperative for two reasons:

1. It provides Marinwood firefighters with the opportunity to assist in the control of large and complex fire incidents. This firefighting experience is directly beneficial to the citizens of Marinwood in the event of significant fire activity occurring in our area. This experience also serves as invaluable training and makes for a more competent and capable firefighting staff to serve and protect our community.
2. Marin County, including Marinwood, is prone to wildfire. It is likely that we will at some point in the future have to rely on the statewide fire mutual aid system to come to our assistance. Having extensive working knowledge of the statewide mutual aid system will help ensure a more seamless regional response.

STAFF RECOMMENDATION

Passage of the attached resolution ensures that the Marinwood CSD will be fully reimbursed for out-of-county mutual aid responses. Approve Resolution #####

Respectfully submitted,

Tom Roach, Fire Chief

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RESOLUTION
NO. ####

A RESOLUTION OF THE MARINWOOD COMMUNITY SERVICES DISTRICT IDENTIFYING THE TERMS AND CONDITIONS FOR FIRE DEPARTMENT RESPONSE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT

WHEREAS, the Marinwood Fire Department is a public agency located in the County of Marin, State of California; and

WHEREAS, it is the Marinwood CSD's desire to provide fair and legal payment to all its employees for time worked; and

WHEREAS, the Marinwood Fire Department has in its employ, fire response personnel including: Fire Chief, Fire Captains, Firefighter/Engineers, Firefighter/Paramedics, and Firefighters; and

WHEREAS, the Marinwood CSD will compensate its employees portal-to-portal while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response; and

WHEREAS, the Marinwood CSD will compensate its employees overtime in accordance with their current Memorandum of Understating while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response.

NOW, THEREFORE BE IT RESOLVED that the Marinwood Board of Directors affirms:

1. That personnel shall be compensated according to Memorandum of Understanding (MOU), Personnel Rules and Regulations, and/or other directive that identifies personnel compensation in the workplace.

2. That in the event a personnel classification does not have an assigned compensation rate, a "Base Rate" as set forth in an organizational policy, administrative directive or similar document will to compensate such personnel.

3. That the Marinwood Fire Department will maintain a current salary survey or acknowledgement of acceptance of the "base rate" on file with the California Governor's Office of Emergency Services, Fire Rescue Division.

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4. That personnel will be compensated (portal-to-portal) beginning at the time of dispatch to the return to the jurisdiction's assigned station when equipment and personnel are in service and available for agency response.

The foregoing Resolution was duly passed and adopted at an Adjourned Meeting of the Marinwood Board of Directors held in said City on the (day) of (month), (year) by the following vote, to wit:

AYES:

NOES:

ABSENT:

_____

Board President

Attest

_____

Secretary to the Board

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February 2015 Response Report

Incident #	DATE	CODE	DISP	ENROUTE	ON SCENE	AVAILABLE	ELAP	TYPE	INCIDENT	PARA	AREA	FMA
15-0102	2/1/15	2	5:52	5:55	5:59	6:02	0:10	MA	Fall	#+	JPA-SR (N)	5333
15-0103	2/1/15	2	6:02	6:02	6:04	6:28	0:26	MA	Fall	#&	JPA-SR (N)	5333
15-0104	2/1/15	3	9:44	9:45	9:48	10:01	0:17	MA	Heart Problem	#&	JPA-SR (N)	5330
15-0105	2/1/15	3	12:09	12:10	12:14	13:17	1:08	MA	Fall	#+	MW	5880
15-0106	2/1/15	2	13:36	13:37	13:42	13:51	0:15	MA	Sick Person	#&	JPA-SR (N)	5330
15-0107	2/1/15	2	21:40	21:42	21:45	21:52	0:12	OTHER	PD Assist		MW	5881
15-0108	2/2/15	3	5:23	5:25	5:27	5:43	0:20	MA	Fall	#+	MW	5885
15-0109	2/2/15	3	8:27	8:29	8:32	8:50	0:23	MA	Fall	#+	JPA-SR (N)	5333
15-0110	2/2/15	3	9:11	9:12		9:13	0:02	FA/NN	Cancelled in route		JPA-SR (N)	5662
15-0111	2/2/15	3	9:16	9:18	9:27	10:09	0:53	FIRE	Vehicle fire		JPA-SR (N)	5776
15-0112	2/2/15	3	15:59	16:00	16:04	16:21	0:22	MA	Cardiac related	#+	CSA 13	5889
15-0113	2/2/15	2	16:40	16:40	16:43	16:47	0:07	MA	Confirm death		MW	5885
15-0114	2/2/15	2	17:11	17:11	17:16	17:25	0:14	PSA	Smoke check		CSA 13	5888
15-0115	2/2/15	3	19:41	19:42	19:49	20:29	0:48	MA	SOB	#+	JPA-SR (N)	5338
15-0116	2/3/15	2	6:49	6:51	6:55	7:24	0:35	MA	Fall	#&	JPA-SR (N)	5333
15-0117	2/3/15	3	10:22	10:24		10:28	0:06	OTHER	Natural Gas Leak	#	OUT (SR)	5660
15-0118	2/3/15	3	14:28	14:28	14:42	14:51	0:23	MA	Difficulty Breathing	#+	JPA-SR (N)	5333
15-0119	2/3/15	2	15:45	15:45	15:49	15:58	0:13	MA	Allergic Reaction	#&	JPA-SR (N)	5330
15-0120	2/3/15	3	18:05	18:05	18:09	18:20	0:15	MA	Cardiac Arrest	#	JPA-SR (N)	5333
15-0121	2/3/15	3	19:08	19:10	19:18	19:30	0:22	OTHER	Natural Gas Leak	#	OUT (N)	21105
15-0122	2/4/15	2	13:20	13:20	13:24	13:51	0:31	PSA	Odor Investigation		JPA-SR (N)	5337
15-0123	2/4/15	3	14:20			14:26	0:06	MA	Cancelled in route	#&	JPA (NOV)	21105
15-0124	2/4/15	3	15:41	15:42	15:46	16:00	0:19	MA	Low Sodium	#+	JPA-SR (N)	5338
15-0125	2/5/15	3	10:16	10:17	10:19	10:28	0:12	MA	Fall	#+	JPA-SR (N)	5330
15-0126	2/5/15	2	17:21	17:22	17:27	17:32	0:11	PSA	Lift Assist		MW	5882
15-0127	2/5/15	3	20:35	20:37	20:41	21:01	0:26	MA	Fall	#&	JPA-SR (N)	5333
15-0128	2/6/15	3	9:44	9:46	9:52	10:04	0:20	FA/NN	Fire Alarm		JPA-SR (N)	5338
15-0129	2/6/15	3	10:51	10:52		10:53	0:02	MA	ehicle Accident/Canceled		JPA-SR (N)	5330
15-0130	2/6/15	2	11:19	11:24		11:43	0:24	PSA	Vehicle into Utility Lines		MW	5881
15-0131	2/6/15	2	12:09	12:09	12:09	12:29	0:20	PSA	Tree Down		MW	5886
15-0132	2/6/15	2	14:50	14:50	14:50	15:06	0:16	MA	Vehicle Accident		JPA-SR (N)	5330
15-0133	2/6/15	3	21:04	21:05	21:09	21:17	0:13	PSA	Lift Assist	#	JPA-SR (N)	5333
15-0134	2/7/15	2	9:18	9:19	9:23	9:27	0:09	PSA	Lift Assist		MW	5882
15-0135	2/7/15	3	11:04	11:05	11:08	11:48	0:44	MA	Breathing Problem	#+	JPA (MC)	1503
15-0136	2/7/15	3	11:26	11:26	11:34	11:56	0:30	MA	Fall	#+	MW	5881
15-0137	2/7/15	3	12:00	12:01	12:04	12:37	0:37	FA/NN	Fire Alarm		JPA-SR (N)	5330
15-0138	2/7/15	3	13:20	13:20	13:23	13:36	0:16	MA	ALOC	#+	MW	5881
15-0139	2/7/15	3	13:47	13:48	13:51	13:51	0:04	MA	Medical Alarm	#&	JPA (MC)	1503

ALS Response (#)
ALS Transport (+)
No ALS Transport (&)

15-0140	2/7/15	2	14:40	14:40		16:20	1:40	COVER	Cover In		OUT (N)	21105
15-0141	2/7/15	3	19:24	19:25	19:29	19:44	0:20	MA	Fall	#+	MW	5880
15-0142	2/7/15	2	23:25	23:27	23:30	23:39	0:14	PSA	Smoke Detector		JPA (MC)	1503
15-0143	2/8/15	2	8:25	8:27	8:36	9:01	0:36	COVER	Cover In		OUT (N)	21105
15-0144	2/8/15	3	15:32	15:33	15:36	15:44	0:12	MA	ALOC	#+	JPA-SR (N)	5338
15-0145	2/8/15	3	15:52	15:52	15:54	16:29	0:37	MA	Fall	#+	MW	5883
15-0146	2/8/15	2	19:40	19:41	19:45	19:47	0:07	PSA	Tree Down		MW	5882
15-0147	2/9/15	2	3:17	3:19	3:23	3:41	0:24	MA	Fall	#+	MW	5885
15-0148	2/9/15	2	7:55	7:57	8:00	8:05	0:10	PSA	Wires Down		JPA-SR (O)	5331
15-0149	2/9/15	3	11:42	11:43	11:47	11:56	0:14	MA	ALOC	#+	JPA-SR (O)	5330
15-0150	2/9/15	3	23:29	23:30	23:35	0:43	1:14	FIRE	Vehicle fire		OUT (SR)	5665
15-0151	2/11/15	3	8:01	8:02	8:04	8:04	0:03	FA/NN	Fire Alarm		MW	5885
15-0152	2/11/15	2	8:39	8:40	8:43	8:54	0:15	MA	Fall	#	JPA-SR (N)	5330
15-0153	2/11/15	3	9:44	9:45	9:50	9:52	0:08	MA	Sick Person	#+	CSA 13	5889
15-0154	2/11/15	3	10:12	10:13	10:17	10:27	0:15	MA	ALOC	#+	OUT (SR)	5332
15-0155	2/11/15	3	12:55	12:55	13:00	13:05	0:10	MA	ALOC	#+	JPA-SR (N)	5334
15-0156	2/11/15	3	13:46	13:46	13:47	13:51	0:05	MA	Fall	#	OUT (SR)	5332
15-0157	2/11/15	3	14:20	14:21	14:28	14:33	0:13	MA	Back pain	#	JPA-SR (N)	5338
15-0158	2/11/15	3	14:39	14:40	14:44	14:53	0:14	MA	Sick Person	#+	JPA-SR (N)	5333
15-0159	2/11/15	3	18:03	18:03	18:05	18:14	0:11	MA	Fall	#+	MW	5885
15-0160	2/12/15	3	13:25	13:27	13:35	13:35	0:10	OTHER	Wires Down - Canceled		OUT (SR)	5606
15-0161	2/12/15	3	14:23	14:23	14:26	14:45	0:22	MA	Unresponsive	#	JPA-SR (N)	5331
15-0162	2/12/15	3	15:01	15:01	15:04	15:24	0:23	FIRE	Structure Fire		OUT (SR)	5668
15-0163	2/13/15	3	11:28	11:29	11:32	11:44	0:16	MA	Seizure	#+	MW	5883
15-0164	2/13/15	3	15:28	15:29	15:33	16:20	0:52	MA	ALOC	#+	JPA-SR (N)	5333
15-0165	2/14/15	3	6:31	6:33	6:37	6:52	0:21	FA/NN	Fire Alarm		JPA-SR (N)	5335
15-0166	2/14/15	3	8:32	8:35	8:38	8:53	0:21	MA	Sick Person	#+	JPA-SR (N)	5333
15-0167	2/14/15	3	12:44			12:45	0:01	MA	ehicle Accident/Canceled		OUT (SR)	5666
15-0168	2/14/15	3	13:15	13:16	13:19	13:30	0:15	MA	ALOC	#+	JPA-SR (N)	5334
15-0169	2/14/15	3	16:57	16:58	17:02	17:15	0:18	MA	ALOC	#+	JPA-SR (N)	5338
15-0170	2/14/15	3	20:25	20:26		21:16	0:51	FIRE	Structure Fire		OUT (N)	21105
15-0171	2/15/15	3	5:08	5:10	5:14	5:26	0:18	MA	ALOC	#+	MW	5881
15-0172	2/15/15	3	13:52	13:53	13:57	14:12	0:20	MA	Difficulty Breathing	#+	JPA-SR (N)	5338
15-0173	2/15/15	3	17:50	17:51	17:53	18:07	0:17	MA	Cardiac Problem	#+	MW	5884
15-0174	2/16/15	2	10:52	10:53	10:57	11:10	0:18	PSA	Alarm Reset		JPA (MC)	1503
15-0175	2/16/15	2	11:10	11:11	11:16	11:22	0:12	PSA	Wires down		MW	5882
15-0176	2/17/15	3	1:07	1:09	1:11	1:25	0:18	MA	Fall	#+	JPA-SR (O)	5337
15-0177	2/17/15	3	5:57	6:00	6:11	6:22	0:25	MA	MVA rollover	#+	MW	5882
15-0178	2/17/15	3	10:31	10:32	10:37	10:52	0:21	MA	Chest Pain	#+	JPA-SR (N)	1501
15-0179	2/17/15	3	17:04	17:05	17:08	17:27	0:23	MA	Lethergy	#+	JPA (MC)	1503
15-0180	2/17/15	3	20:45	20:46	20:50	20:59	0:14	MA	Abdominal Pain	#+	MW	5882

ALS Response (#)
ALS Transport (+)
No ALS Transport (&)

15-0181	2/17/15	3	21:44	21:45	21:49	21:58	0:14	PSA	Lift Assist	#&	JPA-SR (O)	5337
15-0182	2/17/15	3	22:37	22:39	22:44	22:55	0:18	MA	Chest Pain	#+	JPA-SR (N)	1501
15-0183	2/18/15	2	13:37	13:38	13:40	13:46	0:09	PSA	Lift Assist		MW	5882
15-0184	2/18/15	2	21:02	21:04	21:11	21:16	0:14	PSA	Lift Assist		JPA-SR (N)	5334
15-0185	2/19/15	3	9:34	9:36	9:42	9:52	0:18	MA	Fall	#&	OUT (SR)	5663
15-0186	2/19/15	2	16:13	16:13	16:19	16:46	0:33	MA	Eye Problem	#+	JPA-SR (N)	5338
15-0187	2/20/15	3	11:40	11:41	11:44	11:53	0:13	PSA	Lift Assist		JPA-SR (N)	5335
15-0188	2/20/15	3	17:55	17:55	18:00	18:09	0:14	MA	Seizure	#+	JPA-SR (N)	5334
15-0189	2/20/15	3	22:58	22:59	23:03	23:17	0:19	MA	SOB	#+	JPA-SR (N)	5338
15-0190	2/21/15	2	8:19	8:21	8:24	8:23	0:04	COVER	Cover In		OUT (SR)	5777
15-0191	2/21/15	2	10:39	10:40	10:45	10:52	0:13	FA/NN	Smoke check		JPA-SR (N)	5300
15-0192	2/21/15	3	11:11	11:11	11:16	11:17	0:06	MA	Cancelled in route		OUT (SR)	5660
15-0193	2/22/15	3	16:13	16:14	16:28	16:58	0:45	MA	Leg FX	#+	JPA (MC)	21105
15-0194	2/23/15	3	8:33	8:33	8:37	8:53	0:20	MA	General Weakness	#+	JPA-SR (N)	5333
15-0195	2/24/15	3	0:40	0:42	0:46	1:06	0:26	MA	Cardiac related	#+	JPA-SR (N)	5338
15-0196	2/24/15	2	23:47	23:50	23:56	1:11	:23	MA	Ground Level Fall	#+	JPA-SR (N)	5333
15-0197	2/24/15	2	19:15	19:15	19:15	19:53	0:38	MA	Low BP	#+	MW	5881
15-0198	2/26/15	3	10:36	10:40		10:47	0:11	FIRE	Vegetation Fire		OUT (N)	21105
15-0199	2/26/15	2	11:20	11:21	11:23	11:28	0:08	PSA	Lift Assist		MW	5882
15-0200	2/26/15	3	15:48	15:48	16:02	16:29	0:41	MA	Traumatic Injuries	#+	JPA (MC)	21105
15-0201	2/26/15	3	16:35	16:36	16:38	16:51	0:16	MA	ALOC	#+	JPA-SR (N)	5337
15-0202							0:00					
15-0203							0:00					
15-0204							0:00					

ALS Response (#)
ALS Transport (+)
No ALS Transport (&)

MARINWOOD COMMUNITY SERVICES DISTRICT

FIRE DEPARTMENT BUDGET FOR FISCAL YEAR 2015-16

Cost Center 6103013100 *Draft* *2/25/15*

SAP	Functional Area	Expense Object	Budget 2014-15	Actual 2/9/2015	*% Var Percent*	Budget 2015-16	*% Change*
EXPENDITURES:		**SALARIES & EMPLOYEE BENEFITS**					
5110110		Regular Salaries					
	101000	Sal. Administration (Dist Mgr 50%)	42,089	34,028.12	*80.8%*	48,504	*15.2%*
	103000	Sal. Fire Regular (Schedule A)	944,127	542,350.88	*57.4%*	947,464	*0.4%*
5110313	103000	Holiday Pay	37,346	16,031.40	*42.9%*	37,511	*0.4%*
5110319	103000	FLSA Work-week Adjustment	21,219	17,683.66	*83.3%*	21,313	*0.4%*
5120110	103000	Overtime -partly offset by OES reimbursement	85,000	207,952.13	*244.6%*	85,000	*0.0%*
		Total Regular Salaries	1,129,781	818,046.19	*72.4%*	1,139,791	*0.9%*
5110210		Extra Hire Salaries					
	101000	CSD Office hourly (Sullivan/ Horne)	10,494	12,387.92	*118.1%*	10,494	*0.0%*
	103000	Cadet Program/Extra Hire	0	0.00	-	-	
		Total Extra Hire Salaries	10,494	12,387.92	*118.1%*	10,494	*0.0%*
	Total salaries		1,140,274	830,434.11	*72.8%*	1,150,285	*0.9%*
5130120	103000	Group Insurance	266,965	186,033.00	*69.7%*	268,716	*0.7%*
5130510	103000	PERS	339,413	169,222.31	*49.9%*	340,181	*0.2%*
5140115	103000	Workers Compensation	95,269	54,336.37	*57.0%*	143,331	*50.4%*
5140130	103000	Physicians Services	4,100		*0.0%*	4,100	*0.0%*
5140140	103000	Social Security/Medicare	87,722	55,422.93	*63.2%*	87,997	*0.3%*
5140145	103000	Unemployment Insurance	3,108	2,749.38	*88.5%*	3,108	*0.0%*
	Total Benefits & Employer Expense		796,577	467,763.99	*58.7%*	847,432	*6.4%*
5100000	**TOTAL SALARIES & EMPLOYEE BENEFITS**		**1,936,852**	**1,298,198.10**	***67.0%***	**1,997,717**	***3.1%***
EXPENDITURES:		**SERVICES AND SUPPLIES**					
5210120	103000	Consultant fees	1,000	13,640.85	*1364.1%*	1,000	*0.0%*
5210128	103000	Fingerprinting	300	496.00	*165.3%*	300	*0.0%*
5210131	103000	Legal Expense	10,000	1,905.25	*19.1%*	10,000	*0.0%*
5210210	101000	Audit	6,400	6,222.50	*97.2%*	6,400	*0.0%*
5210215	103000	Banking fees	600	29.58	*4.9%*	600	*0.0%*
5210230	103000	Payroll services	4,000	2,793.81	*69.8%*	4,000	*0.0%*
5210525	103000	General Insurance	13,502	11,441.63	*84.7%*	13,502	*0.0%*
5210530	101000	Legal settlements					
5210725	103000	Telephone, broadband, cell	8,000	3,866.82	*48.3%*	8,000	*0.0%*
5210810	103000	Power	9,000	6,871.99	*76.4%*	9,000	*0.0%*
5210815	101000	Garbage Removal	2,720	1,677.78	*61.7%*	2,720	*0.0%*
5210835	103000	Water ($100/mo) & Sewer (40%)	1,800	1,144.05	*63.6%*	1,800	*0.0%*
5210910	103000	Vehicle maintenance	25,000	13,692.59	*54.8%*	25,000	*0.0%*
5210920	103000	MERA operation (90% of total)	15,000	13,628.70	*90.9%*	15,000	*0.0%*
5210925	103000	Radio Maintenance & Equipment	3,418	2,764.46	*80.9%*	3,918	*14.6%*
5211140	103000	Vegetation management	0	2,997.20		-	
5211310	103000	Special progams, awards & incentives	3,000	2,200.55	*73.4%*	3,000	*0.0%*
5211320	103000	Educational Materials (Train/Prev/NERT)	5,000	3,882.82	*77.7%*	5,000	*0.0%*
5211325	103000	Conferences & meeting expense	1,000		*0.0%*	1,000	*0.0%*
5211330	103000	Memberships, Dues (offset by payroll ded.)	2,500	3,346.31	*133.9%*	2,500	*0.0%*
5211340	103000	Training / Testing (inc.EMT,CPR, FPO, TO)	8,000	1,320.89	*16.5%*	8,000	*0.0%*

SAP	Functional Area	Expense Object	Budget 2014-15	Actual 2/9/2015	% Var Percent	Budget 2015-16	% Change
5211440	103000	Routine Travel	700	908.33	*129.8%*	1,000	*42.9%*
5211520	103000	Publications, Legal Notices	400		*0.0%*	400	*0.0%*
5211545	101000	Election Exp. (Board, Paramedic)	6,000		*0.0%*	6,000	*0.0%*
5211610	103000	County fees, LAFCO share, Hazmat	5,960	2,654.04	*44.5%*	5,960	*0.0%*
5220110	103000	Office expense	5,000	7,505.26	*150.1%*	7,000	*40.0%*
5220130	101000	Reprod. costs - Xerox 30%	2,000	1,714.15	*85.7%*	3,000	*50.0%*
5220210	103000	In-house apparatus & equipment maintenance	5,000	3,230.34	*64.6%*	5,000	*0.0%*
5220215	103000	Hydrant Maint.	1,500	60.82	*4.1%*	1,500	*0.0%*
5220220	103000	Small tools	500	208.55	*41.7%*	500	*0.0%*
5220310	103000	Building Maintenance	***8,000***	6,240.48	*78.0%*	9,400	*17.5%*
5220610	103000	Gasoline, fuel	8,000	6,956.21	*87.0%*	9,000	*12.5%*
5220810	103000	Miscellaneous supplies	23,248	17,209.42	*74.0%*	24,586	*5.8%*
5220825	103000	Uniforms & personal Supplies	***7,062***	5,113.73	*72.4%*	7,062	*0.0%*
5220826	103000	Food, emergency supplies	1,500	2,003.55	*133.6%*	1,500	*0.0%*
5220827	103000	Janitorial & Building Supplies	3,000	2,512.04	*83.7%*	3,000	*0.0%*
		TOTAL SERVICES & SUPPLIES	198,110	150,240.70	*75.8%*	205,648	*3.8%*
EXPENDITURES:		**DEBT SERVICE**					
5211710	103000	**Long-term debt principal**	62,944	62,831.12	*99.8%*	62,755	*-0.3%*
		MERA bond share - 12944					
		Building loan - 50000					
5211715	103000	**Long-term debt interest**	14,607	11,577.70	*79.3%*	12,081	*-17.3%*
		MERA bond share - 4435					
		Building loan - 10175					
		TOTAL LOAN PAYMENT	77,551	74,408.82	*95.9%*	74,836	*-3.5%*
EXPENDITURES:		**FIXED ASSETS**					
5220910	103000	**Improvements**	6,238			15,838	
5220916	103000	**Other equipment - new fire engine lease**	53,000	128,135.00		43,000	
		TOTAL FIXED ASSETS	59,238	128,135.00		58,838	
EXPENDITURES:		**CONTINGENCIES & RESERVES**					
		Reserves for equipment replacement	*proposed*				
		Type I engine	*0*				
		Type III engine	*0*				
		Utility vehicle	*6,000*				
		Chief's vehicle	*2,000*				
		Heater & air condition, Firehouse	*8,000*				
		Total	*16,000*				
		Conting. General (fund bal. unbudgeted)					
		Contingency for wage increases:					
		TOTAL CONTINGENCIES & RESERVES	0			-	
		TOTAL BUDGET	2,271,751	1,650,982.62	*72.7%*	2,337,039	*2.9%*
REVENUE:		**BUDGET FUNDING - FIRE DEPT.**					
		Estimated Property Tax Revenue:					
4110110	103000	Current Secured	***603,730***	339,609.77	*56.3%*		

SAP	Functional Area	Expense Object	Budget 2014-15	Actual 2/9/2015	% Var Percent	Budget 2015-16	% Change
4110111	103000	Admin fee for tax collection	-10,867	(4,811.28)			
4110115	103000	Unitary	3,841		0.0%		
4110120	103000	Current Unsecured	12,518	12,115.22	96.8%		
4110140	103000	Excess ERAF	76,919	40,403.04	52.5%		
4110145	103000	P/Y ERAF /Reverse ERAF	0	3,878.57	0.0%		
4110210	103000	Supplemental Assessment, Current	0	4,313.60			
4110215	103000	Supplemental Assessment, Unsecured	13,263	99.95	0.8%		
4110225	103000	Supplemental Assessment, Redem.	303	345.29	114.0%		
4110310	103000	Prior Year Secured	985				
4110510	103000	Prior Unsecured	0	632.09			
4560110	103000	In-lieu, Housing	0				
		Total Estimated Property Tax Revenue:	700,692	396,586.25	56.6%	0	
4120610	103000	Special Tax	966,936	532,413.77	55.1%	992,346	2.6%
4120611	103000	Admin fee for Special Tax collection	-3,600	(1,963.22)		(3,600)	0.0%
4220115		Plan Review fees	5,000	1,222.00		5,000	
4410125		Interest - Pooled Investments	500		0.0%	500	
4410127		Interest - excess ERAF					
4511210	103000	HOPTR	0	571.24		0	
4530527		Grants - two vegetation management projects					
4570110		Expense reimbursements		2,227.00			
4631145		Contracts for service	80,243	67,067.00	83.6%	83,687	4.3%
4631740		Emergency Response Fees (billable)	10,000			10,000	
4640321		CSA 13 contract	572,434	411,981.00	72.0%	596,909	4.3%
4640415		OES reimbursement		197,361.75			
4710615		Donations					
4710642		Miscellaneous revenue	100			100	0.0%
		TOTAL FIRE BUDGET FUNDING	2,332,305	1,607,466.79	68.9%	1,684,942	-27.8%
		TOTAL FIRE BUDGET	2,271,751	1,650,982.62	72.7%	2,337,039	

To be provided from property tax and fund balance: **652,097**

SCHEDULE C: BUDGET DETAIL

GL ACCOUNT	TITLE	DETAIL	SUB_TOTAL	TOTAL
	EXPENDITURE NOTES			
5220825	**UNIFORMS**			7,062
	Flying Cross dark blue shirts- $46 x 2 x 10		920	
	Flying Cross Nomex pant - $97 x 2 x 10		1,940	
	Lyon uniform jacket with liner -$79 x 5		395	
	Black basket-weave belt - $20 x 10		200	
	Firefighter boots - 189 x 10		1,890	
	Flying Cross white shirts - $43 x 2		86	
	Black slacks - $28 x 5		140	
	Chief's boots - $126		126	
	Volunteer FF boots - $100 x 10		1,000	
	Class A Uniforms - 1 @ $650		650	
	Name tags, lapel pins, badges, etc		500	
	Total replacement above x 90% est. for budget			
5210525	**GENERAL INSURANCE**			13,502
	Gen. Liabilit, auto, E&O		11,252	
	Firemen's Assoc. ins. - Minto Wilkie		2,250	
5220110	**OFFICE EXPENSE**			7,000
	Office equipment, maintenance & supplies		6,200	
	Postage		800	
5220310	**BUILDING MAINTENANCE**			9,400
	Routine building maintenance		9,400	
5140130	**PHYSICIAN SERVICES**			4,100
	Vaccinations		500	
	Annual physicals firefighters 4 @ 900		3,600	
5220220	**SMALL TOOLS & EQUIPMENT**			500
5220810	**MISCELLANEOUS SUPPLIES**			24,586
	First aid & medical supplies		1,500	
	Breathing equipment maintenance		3,000	
	Annual SCBA maintenance & repair - 2,000			
	Replacement SCBA masks $200 x 5 - 1,000			
	Replacements - gloves, safety gear, equipment		13,526	
	Wildland coat - $230 x 2	*460*		
	Wildland pant - $180 x 2	*360*		
	Wildland tent shelter, belt - $500 x 2	*1,000*		
	Wildland T-shirts - $10 x 12	*120*		
	Turnout coat @ $1500 x 3	*4,500*		
	Turnout pants @ $1000 x 3	*3,000*		
	Turnout boots - $280 x 3	*840*		
	Gloves @ $80 x 15	*1,200*		
	Helmets/parts - $130 x 2	*260*		
	Suspenders @ $20 x 2	*40*		

GL ACCOUNT	TITLE	DETAIL	SUB_TOTAL	TOTAL
	Nomex hoods - $30 x 5	*150*		
	Goggles with retainer - $40 x 5	*200*		
	Hot Shield filter replacements - $5 x 10	*50*		
	Misc. replace. (flashlights, suspenders, canteen, etc.)	*250*		
	Reflective rain gear - $137 x 8	*1,096*		
	Turnout cleaning $62/set x 2 times/yr x 10 sets		1240	
	Extinguishing agents		300	
	Physical fitness equipment			
	Flashlights		930	
	Film, signs, misc.		500	
	iPads for 658 and Chief's vehicle - 2		1,260	
	Hoze & Nozzle Replacement		2,330	
	5% hose grant matching funds			
	1 1/2 inch wildland hose, 10 lengths, 100' ea. x $183	*1,830*		
	1 3/4 inch hose, 6 lengths, 50' ea. x $193			
	2 1/2 inch hose, 8 lengths, 50' ea. x $160			
	4 inch hose, 4 lengths, 50' ea. x $510			
	Replacement parts	*500*		
5220215	**HYDRANT MAINTENANCE**			1,500
	General maintenance		1,500	
5211610	**COUNTY FEES**			5,960
	Hazmat JPA		1,460	
	LAFCO		2,000	
	Auditor Controller		2,500	
5210925	**RADIO MAINTENANCE & EQUIPMENT**			3,918
	General maintenance of mobiles and portables		3,500	
	Alpha pager lease - (4 pagers) @ 8.70		418	
5220910	**FIRE & STATION EQUIPMENT**			15,838
	Special building maintenance - new turnout lockers		2,738	
	Fire station signs		1,500	
	Workout room equipment		6,000	
	Day room recliners 3@700		2,100	
	Water heater		3,500	
5220916	**TOOLS EQUIPMENT & FURNISHINGS**			43,000
	Type I Engine lease		43,000	
	CONTINGENCY - SPECIAL			-
	General contingency for vehicle maintenance			

REVENUE SOURCE NOTES

SPECIAL TAX CALCULATION

Note: Service Charge: $.28 per square foot of dwelling, $90/acre undeveloped land approved by voters 11/8/2011. Election 11/8/11 also authorized annual CPI adjustment and exceeding appropriations limit for 2012/13 through 2016/17 by amount of fire service charge.

Total building square feet:	3,287,506	$0.3015	991,183

GL ACCOUNT	TITLE	DETAIL	SUB_TOTAL	TOTAL
	Total acres:	12	$96.91	1,163
	TOTAL SERVICE CHARGE REVENUE			992,346
	PARAMEDICS SERVICE CHARGE			
	Note: Election 11/06 approved max.$85 for FY 2008-2011; next election 11/10			
	Paramedics Service Charge for FY 2012-13			*$85/improved parcel*
	JUVENILE HALL SITE SERVICE CHARGE CALCULATION			
	Basic charge - per square foot		$0.3836	
	Marinwood CSD service charge - per square foot		$0.3015	
	Total service charge rate, Juvenile Hall site		$0.6851	
	Square footage County Schools		14,708	
	Square footage County facilities:			
	Rotary Senior Housing est.	53732		
	County buildings	53713	107,445	
	Total square feet, County Farm		122,153	
	Service charge County Schools (14,708 x .4645)		$10,076	
	Service charge other County (107,445 x .4645)		$73,611	
	TOTAL SPECIAL SERVICES, JUVENILE HALL SITE			$83,687
	COUNTY SERVICE AREA NO. 13 (Agency C13, Fund 212)			
	Square footage Marinwood CSD 2013-14		3,287,506	
	Square footage CSA 13 2013-14		1,156,361	
	Ratio of square footage estimate		0.2602	26.02%
	Total Marinwood Fire Budget		$2,337,039	
	LESS: share of engine lease		(43,000)	
	Adjusted Fire Budget			$2,294,039
	CSA share of 2014-15 budget		$596,909	
	PLUS: prior year over-payment		$0	
	LESS: prior year under payment		*$0*	
	LESS: CSA share of rebates and reimbusements		*$0*	
	TOTAL CSA 13 CONTRACT FOR FY 2014-15			$596,909