



Mosquito Fire Protection District

Board of Directors Meeting
Thursday, June 27, 2024 – 7:00 PM
Mosquito FPD Station 75
8801 Rock Creek Road Placerville, Ca. 96557

AGENDA

Item	Presenter
<p>1. Call to Order.</p> <p>Topic/Date: MFPD Board Meeting June 27, 2024</p> <p>Time: 7:00 PM Pacific Time (US and Canada)</p> <p>If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or admin75@mfpd.us</p>	D. Stever
<p>2. Roll Call & Quorum announced</p>	D. Stever
<p>3. Pledge of Allegiance.</p>	D. Stever
<p>4. Public Comment Public may address the board on any District related item not included in this agenda. We ask that your comments remain civil and respectful. Any lack of decorum will result in the forfeiture of your time. Please limit your comments to no more than 3 minutes in duration.</p>	
<p>5. ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR The Board may make any necessary additions, deletions, or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action.</p>	D. Stever

CONSENT CALENDAR ITEMS

5.1 Approval of Expenditures- Expenses May 20, 2024
Approval of Expenditures- Expenses Jun 4, 2024

D. Stever

5.2 Minutes: May 15, 2024 – Special Meeting
Minutes: May 23, 2024 – Monthly Board Meeting
Minutes: Jun 20, 2024 – Budget Workshop

6. Issue Items

6.1 Auditor Proposal

D. Stever

6.2 Auditor Scope Agreement

D. Stever

6.3 OES Resolution 2024-01

D. Stever

6.4 Resolution 2024-02 Appropriation limits 2024-2025

D. Stever

6.5 Resolution 2024-03 Elections Declaration

D. Stever

6.6 Budget for Fiscal Year 2024 - 2025

D. Blain

7. Committee Reports

7.1 Finance Committee

D. Blain

7.2 Strategic Planning & Policy Updates

D. Stever

7.3 Communication

L. Uggl

7.4 Capital Improvement- CIP Plan

K. Bronsord

7.5 Sustainability- Meeting Schedule

D. Hunt

7.6 District Auxiliary Mosquito

M. Blain

7.7 El Dorado Regional Fire Authority (EDRFA)

L. Uggl

8. Director's Comments.

9. Adjourn.

Next Meeting: Thursday July 25, 2024

Dedicated to Our Community

Mosquito Fire Protection District
Bills for All Vendors
July 2023 through June 2024

Jul '23 - Jun 24

Name	Num	Amount	Terms	Date	Split	Name Address	Memo
10231	114515945	70.00	MFPD05202024	05/20/2024	404322 · Medical & Sobriety Exam	49er Livescan	114515945 Livescan r&r grant
1965	11224	80.00	MFPD05202024	05/20/2024	404322 · Medical & Sobriety Exam	ADM Advanced Drug	11224 Medical screening
1965	11178	940.00	MFPD05202024	05/20/2024	404322 · Medical & Sobriety Exam	ADM Advanced Drug	11178 Physicals r&r grant
2425	736841	225.23	MFPD05202024	05/20/2024	404022 · Uniforms	Advantage Gear, Inc	736841 3 Fire Job shirts r&r grant
2425	738791	167.20	MFPD05202024	05/20/2024	404022 · Uniforms	Advantage Gear, Inc	738791 Uniforms shirts r&r grant
11071	35292881	101.00	MFPD05202024	05/20/2024	404087 · Pest control	Clark Pest Control	35292881 Pest Control
14363	2024318	7605.99	MFPD05202024	05/20/2024	606040 · Equipment	Cross Connections	2024318 Portable Radios 50/50 grant
4660	56312024	155.00	MFPD05202024	05/20/2024	404313 · Legal Services	Edwards, Stevens Attorneys at Law	56312024 Legal Review
762	417249082	1588.46	MFPD05202024	05/20/2024	404300 · Professional & Specialized Serv	El Dorado County Sheriff's Office	417249082 Emergency Equipm. repair
9140	13461	712.18	MFPD05202024	05/20/2024	404140 · Maint. Equipment	Failsafe Testing LLC	13461 Annual Ladder Testing
12019	736451	296.29	MFPD05202024	05/20/2024	404022 · Uniforms	Heide Glockner	736451 Uniform Pants AARPA grant
4941	978234	1693.11	MFPD05202024	05/20/2024	404606 · Fuel Purchases	Hunt & Sons	978234 Bulk fuel
4941	32663	1282.54	MFPD05202024	05/20/2024	404606 · Fuel Purchases	Hunt & Sons	32663 Bulk Fuel
4941	70653	1992.62	MFPD05202024	05/20/2024	404606 · Fuel Purchases	Hunt & Sons	70653 Bulk Fuel
7859	24223	252.88	MFPD05202024	05/20/2024	404700 · Utilities	Hunts Propane Services	24223 Hunt Propane
10457	60680430	750.00	MFPD05202024	05/20/2024	303040 · Health Insurance	Jack Rosevear	60680430 Medical Insur Reimb JR
10457	60680530	750.00	MFPD05202024	05/20/2024	303040 · Health Insurance	Jack Rosevear	60680530 Medical Insur Reimb JR
1006	20240215	235.57	MFPD05202024	05/20/2024	404043 · Central Dispatch-Contract	JPA	20240215 Dispatch Fees Q1 23-24
1006	20240521	474.39	MFPD05202024	05/20/2024	404043 · Central Dispatch-Contract	JPA	20240521 Dispatch fee Q3 23-24
401	26732024	581.34	MFPD05202024	05/20/2024	606040 · Equipment	Silverado Avionics	26732024 Portable radios 50-50 grant
401	26722024	4571.59	MFPD05202024	05/20/2024	606040 · Equipment	Silverado Avionics	26722024 Portable Radios 50-50 grant
401	26762024	381.64	MFPD05202024	05/20/2024	606040 · Equipment	Silverado Avionics	26762024 Portable Radios50-50 grant
		24907.03					

Jul '23 - Jun 24

Mosquito Fire Protection District
Bills for All Vendors

June 4 - 8, 2024
Split

Name	Num	Amount	Terms	Date	Split	Name Address	Memo
61	21794945	7.17	MFPD06042024	06/04/2024	404040 · Telephone Co. Vendor Payments	AT&T 9391083657 Address 3	21794945 Calnet Station phone
12562	2532372	234.16	MFPD06042024	06/04/2024	404022 · Uniforms	Austin Eby	2532372 Reimb. Academy r&r grant
12562	1549828	1,727.00	MFPD06042024	06/04/2024	404500 · Special Dept. Expense	Austin Eby	1549828 Reimb Academy r&r grant
4461	122044	313.40	MFPD06042024	06/04/2024	404160 · Veh. Maint. Service Contract	Edward Dwyer	122044 Reimb Towing white Expedition
4461	156773	141.55	MFPD06042024	06/04/2024	404161 · Veh Maint. Parts Direct Charge	Edward Dwyer	156773 Reimb E275 Part
4941	113958	1,790.20	MFPD06042024	06/04/2024	404606 · Fuel Purchases	Hunt & Sons	113958 Bulk fuel



Mosquito Fire Protection District

Special Meeting

Wednesday May 15, 2024 – 7:00 PM
 Mosquito FPD Station 75
 8801 Rock Creek Road Placerville, Ca. 96557

MINUTES

Item	Presenter
<p>1. Call to Order. 7 PM</p> <p>Topic: Fire Chief Retirement- Discussion of Transition and Options Time: 7:00 PM Pacific Time (US and Canada)</p> <p>If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or admin75@mfpd.us.</p>	D. Stever
<p>2. Roll Call & Quorum announced. <i>Present Directors; Don Stever, David Blain, Dan Hunt, Kirk Bronsord and Linnea Ugkla.</i></p>	D. Stever
<p>3. Adoption of the Agenda. <i>Motion to Adopt Agenda by Director Bronsord, second by Director Ugkla. Ayes: Directors Bronsord, Ugkla, Hunt, Blain and Stever. Noes: None Absent: None</i></p>	D. Stever
<p>4. Issue Item. Discussion and Direction: Options to Fill Open Fire Chief’s position effective July 1, 2024.</p> <ul style="list-style-type: none"> • <i>Direction was given for a Research committee; consisting of Don Stever and David Blain to define what The District needs, and present this to the Board.</i> • <i>Meet and work with EDRFA as to the possibilities for assistance with MFPD management.</i> • <i>Request was made to Chief Rosevear and Dwyer to present a Draft Transition Plan for the next Board Meeting.</i> 	D. Stever
<p>5. Adjourn. 8:30 PM</p> <p>Next Regular Board Meeting- Thursday May 23, 2024 7:00pm</p>	



Mosquito Fire Protection District

Board of Directors Meeting
 Thursday, May 23, 2024 – 7:00 PM
 Mosquito FPD Station 75
 8801 Rock Creek Road Placerville, Ca. 96557

MINUTES

Item	Presenter
<p>1. Call to Order. 7:03 PM</p> <p>Topic/Date: MFPD Board Meeting May 23, 2024</p> <p>Time: 7:00 PM Pacific Time (US and Canada)</p> <p>If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or admin75@mfpd.us</p>	D. Stever
<p>2. Roll Call & Quorum announced. <i>Present Directors Don Stever, Linnea Uggla, Kirk Bronsord, Dan Hunt and David Blain. We have quorum.</i></p>	D. Stever
<p>3. Pledge of Allegiance.</p>	D. Stever
<p>4. Public Comment Public may address the board on any District related item not included in this agenda. We ask that your comments remain civil and respectful. Any lack of decorum will result in the forfeiture of your time. Please limit your comments to no more than 3 minutes in duration. <i>None</i></p>	
<p>5. ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR The Board may make any necessary additions, deletions, or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action.</p>	D. Stever
<p>CONSENT CALENDAR ITEMS</p> <p>5.1 Approval of Expenditures- Expenses April 24, 2024</p> <p>5.2 Minutes: April 25, 2024 - Regular Board Meeting</p>	D. Stever

5.3 Adopt Policy 1024- Workplace Violence

*Motion to approve Agenda of May 23, 2024 and Consent Calendar
By Director Hunt, second by Director Bronsord. Ayes: Directors Stever, Ugkla,
Bronsord, Hunt and Blain. Noes: 0 Abstain: 0*

6. Chief's Report

J. Rosevear

7. Issue Items

7.1 Review of Leadership Transition Plan Draft- Appointment of Interim Fire Chief
*Effective 6/16/24. Motion of the MFPD Board to appoint Edward Dwyer as
Interim Chief as of June 16th, 2024 by Director Stever, second by Director
Bronsord. Ayes: Directors Stever, Ugkla, Bronsord, Hunt and Blain.
Noes: 0 Abstain: 0*

D. Stever

7.2 Approval of Budget Transfers-

D. Blain

a. Approval of updated 23-24 Final Budget. *Motion to approve Updated 23/24
Final Budget by Director Ugkla, second by Director Hunt. Ayes: Directors
Stever, Ugkla, Bronsord, Hunt and Blain. Noes: 0 Abstain: 0*

b. Approval of Transfer List. *Motion to approve Transfer List by Director Ugkla,
second by Director Stever. Ayes: Directors Stever, Ugkla, Bronsord, Hunt and
Blain. Noes: 0 Abstain: 0*

7.3 Review of 2024-2025 Preliminary Budget. *Please attend the FY 24-25
workshop on June 20th, 2024 at 7 Pm.*

D. Blain

8. Committee Reports

8.1 Finance Committee

D. Blain

8.2 Strategic Planning & Policy Updates

D. Stever

8.3 Communication

L. Ugkla

8.4 Capital Improvement- CIP Plan

K. Bronsord

8.5 Sustainability- Meeting Schedule

D. Hunt

8.6 District Auxiliary Mosquito

M. Blain

8.7 El Dorado Regional Fire Authority (EDRFA)

L. Ugkla

9. Director's Comments.	
10. Adjourn. 8:52 PM Next Meeting: Thursday June 20, 2024 Special Meeting- Budget	
<i>Dedicated to Our Community</i>	



Mosquito Fire Protection District
8801 Rock Creek Road, Placerville, Ca 95667

MFPD Special Meeting- BUDGET

Saturday June 20, 2024 6 PM

Mosquito Fire Station 75

MINUTES

Item	Presenter
<p>1. Call to Order. 6 PM</p> <p>Topic: MFPD Board meeting June 20, 2024</p> <p>Time: 6 PM Pacific Time</p> <p>If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or admin75@mfpd.us</p>	D. Hunt
<p>2. Roll Call & Quorum announced. Present Directors Blain and Hunt. <i>No quorum.</i></p>	D. Hunt
<p>3. Pledge of Allegiance.</p>	D. Hunt
<p>4. Adoption of Agenda.</p>	D. Hunt
<p>5. Discussion Item</p> <p>5.1 BUDGET WORKSHOP- REVIEW AND DISCUSSION OF 2024-2025 PRELIMINARY BUDGET- REVIEW CURRENT AND FUTURE BUDGET INCLUDING GRANT REVIEW</p> <p>5.2 Resolution 2024-01 OES Authorizing Overtime and Portal to Portal for Employees. <i>This item will be moved to the monthly Board meeting on June 27, 2024 Due to no quorum.</i></p>	D. Blain
<p>6. Directors/Public Comments</p>	D. Hunt
<p>7. Adjourn- Next Meeting- Regular Monthly Board Meeting Jun 27, 2024</p>	D. Hunt



Robert W. Johnson
an accountancy corporation

MAY 20 2024

6234 Birdcage Street, Citrus Heights, California 95610 | robertwjohncpajohnson@gmail.com | 916.723.2555
www.bob-johnson-cpa.com

May 20, 2024

Board of Directors
Mosquito Fire Protection District
8801 Rock Creek Road
Placerville, CA 95667

Dear Board of Directors,

We appreciate the opportunity to submit a proposal for Mosquito Fire Protection District's upcoming audits.

Our bid for your audits:

Year ended June 30, 2025	\$ 8,400
Year ended June 30, 2026	\$ 8,800
Year ended June 30, 2027	\$ 9,200

Please let us know the Board's wishes. If all is in order, please sign the attached copy of this letter and return it to us. We hope to work with you again, as we think highly of your organization and management.

Sincerely,

Mary Cummins

Mary Cummins, CPA

Approval:	
Name:	_____
Title:	_____
Date:	_____

Resolution No: 2024- 01

Authorizing Overtime and Portal to Portal for Employees

WHEREAS, the Mosquito Fire Protection District is a public agency located in the County of El Dorado, State of California, and

WHEREAS, it is the Mosquito Fire Protection District's desire to provide fair and legal payment to all its employees for time worked; and

WHEREAS, the Mosquito Fire Protection District has in its employ, Fire department response personnel include: Fire Chief, Battalion Chief, Fire Captain, Engineer, Apparatus Operator, Firefighter EMT, and Firefighter.

WHEREAS, Mosquito Fire Protection District will compensate its employee's 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 Mosquito Fire Protection District will compensate its employee's overtime in accordance with District Policy 1048, 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 conditions set forth in this resolution, as stated above, take effect upon adoption by the Mosquito Fire Protection Districts, Board of Directors.

PASSED, APPROVED AND ADOPTED this 20th day of June 2024

Board President

ATTEST:

I, Sharlyn Fields, Board Secretary/Clerk of the Mosquito Fire Protection District, Board of Directors, hereby certify that the foregoing resolution was duly passed at a regular meeting of the Board of Directors held on the day of the 20st of June 2024, by the following vote on roll call:

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

RESOLUTION NO. 2024-02

WHEREAS, the Board of Directors conducted a hearing on the appropriation limitation for *Mosquito Fire Protection District* on June 27 2024; and,

WHEREAS, the hearing was advertised and noticed as required by law; and,

WHEREAS, the Board received testimony and other evidence regarding the appropriation limitation to be established for the *Mosquito Fire Protection District*

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of *Mosquito Fire Protection District* that the appropriation limit for the 2024-2025 fiscal year, as described in Article XIII B of the State Constitution and implemented by Chapter 1205, Statutes of 1980, is the sum of \$ 378,469.04 computed as follows:

\$ 364,332.93 (X) 1.0388 = \$ 378,469.04
(2023-24 Approp. Limit) (2024-25 Approp. Limit)

The foregoing resolution was passed and adopted by the Board of Directors of *Mosquito Fire Protection District* at a meeting of said Board held on the 27th day of June, 2024 by the following vote:

- AYES:
- NOES:
- ABSENT:

ATTEST:

Chairman of Board of Directors

Title: _____

RESOLUTION NO. 2024-03__

Mosquito Fire Protection District

Declaring an Election Be Held in its Jurisdiction
Consolidation with Other Districts
Requesting Election Services

WHEREAS, it is the determination of the above-named district that an election be held on November 5, 2024, at which election the issue to be presented to the voters shall be:

NOMINATION OF CANDIDATES

No. of Members <u>To be Elected</u>	<u>Term</u>
2	Full 4 year terms to expire 12/01/2028

BE IT RESOLVED that the Elections Department of El Dorado County is hereby requested to:

1. Consolidate said election with any other election conducted on the same day.
2. Authorize and direct the Registrar of Voters, at District expense, to provide all necessary services, which shall include, **but not be limited to:**

publications, issue nomination documents, ballots, sample ballots, election officers, polling places and canvass.
3. In the event of a tie vote, the winning candidate shall be decided by lot.

PASSED AND ADOPTED on June 27, following ___, 2024 at a regular meeting, by the vote:

AYES:

NOES:

ABSENT:

President

ATTEST: _____

Date: _____

	<u><i>MFPD Preliminary Budget 24-25</i></u>	July 2024 - June 2025
Revenue		
	0001R Real Carry not previously in budget	
	0100 · Prop Tax Curr Secured	163,000.00
	0110 · Prop Tax Curr Unsecured	2,800.00
	0120 · Prop Tax Prior Unsecured	0.00
	0130 · Unsecured Prop Tax Prior	100.00
	0140- Supplemental Taxes	4,000.00
	0150- Supplemental Prior	300.00
	1175 · Special Tax Direct Assessments	188,000.00
	0360- Penalties	3,000.00
	0400 - Rev Interest	0.00
	0430 · Development Fee	0.00
	4400 · Rev Interest	0.00
	0820 · ST Homeowner Prop Tax relief	1,220.00
	0880 ST Other	0.00
	1060 Grants	219,250.50
	1128 Federal: USDA (Strike teams)	110,000.00
	1200 Revenue Other Govt.	0.00
	1321 Transfer from Reserves (Allocated)	0.00
	1350 Transfer from Reserves (Unallocated)	0.00
	1744 Misc Inspections or Services	0.00
	1940 Misc Revenue	107,922.76
	1942 Misc Reimbursement	4,805.60
	Total Revenue	804,398.86
Expense		
	300000 · Salaries and Employee Benefit	
	303000 · Perm Employees/Elect Official	151,324.00
	303001 · Temporary Employees	69,159.75
	303002 · Overtime	54,032.00
	303004 · Stipends	136,500.00
	303020 · Retirement	4,193.00
	303021 · O.A.S.D.I.	23,262.48
	303022 · Medi Care	5,441.20

303030 · Vacation, Sick, Holiday	9,111.00
303040 · Health Insurance	18,000.00
303041 · Unemployment Insurance Employer	8,234.00
303060 · Workers' Compensation Employer	62,747.00
Total 300000 · Salaries and Employee Benefit	542,004.43
400000 · Services and Supplies	
404021 · Fire Turnouts	22,875.00
404022 · Uniforms	6,000.00
404040 · Telephone Co. Vendor Payments	4,460.00
404042 Radio Vendor Payments	0.00
404043 · Dispatch Fees-Contract	2,000.00
404060 · Food & Food Products	950.00
404080 · Household Expense-Station Supplies	125.00
404083 - Laundry	100.00
404084 - Expendable Equipment	50.00
404085 · Refuse Disposal	2,000.00
404087 · Exterm / Fumgn Services	1,200.00
404100 · Insurance Premium	43,000.00
404140 · Manit. Equipment	1,900.00
404142 * Maint. Comm Equipment	0.00
404144 · Maint. Computer System/Software	1,500.00
404145 · Maint. Equipment Parts	200.00
404160 · Veh. Maint. Outside labor	3,313.08
404161 · Veh Maint. Parts Direct Charge	7,600.00
404164 · Veh Maint. Tires & Tubes	6,000.00
404180 · Maint Building & Improvements	3,250.00
404183 · Maint. Grounds	200.00
404197 - Maint Building Supplies	1,300.00
404200 · Medical, Dental & Lab Supplies	1,000.00
404220 · Memberships	4,200.00
404260 · Office Expense	2,000.00
404261 · Postage	250.00
404263 · Subscription Newspaper Journals	100.00
404300 · Professional & Specialized Serv	14,950.00
404304 * Agency fee County/ Lafco	410.00
404305 · Audit & Accounting Services	8,400.00

404313 · Legal Services	5,000.00
404322-Medical Exams	4,000.00
404324 · Medical Dental Lab Supplies	500.00
404335 - Election Dept Services	0.00
404400 · Publications & Legal Notices	500.00
404460 · Equip. Small tools & Instrument	1,650.00
404463 - Equipment Telephone Radio	150.00
404500 · Special Dept. Expense	12,250.00
404502 · Educational Materials	200.00
404507 · Fire & Safety Supplies	500.00
404538 - Software	0.00
404539 - Software License	10,805.60
404600 - Transportation & Travel	825.75
404602 - Mileage Employee Private auto	0.00
404606 · Fuel Purchases	27,600.00
404609 · Staff Development	0.00
404617 Staff Development Non 1099	0.00
404700 · Utilities	15,000.00
Total 400000 · Services and Supplies	218,314.43
600000 · Fixed Assets	
606020 · Buildings & Grounds	14,565.00
606040 · 606040 Equipment	29,515.00
Total 600000 · Fixed Assets	44,080.00
Contingency & Reserves	
7700 Contingency	0.00
7800 Transfer to Reserves	0.00
Total Expense	804,398.86

0