

# FIVE CITIES FIRE AUTHORITY

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Jeff Lee, Chair  
Karen White, Vice Chair  
Keith Storton, Board Member



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Stephen C. Lieberman, Executive Officer  
Tricia Meyers, Clerk to the Board  
David P. Hale, General Counsel

## AGENDA BOARD MEETING FRIDAY, APRIL 15, 2022-9:00 A.M. City of Grover Beach Council Chambers 154 South Eighth Street, Grover Beach, CA

### CALL TO ORDER

### FLAG SALUTE

### ROLL CALL

### AGENDA REVIEW:

At this time the Board will review the order of business to be conducted and receive requests for, or make announcements regarding any change(s) in the order of the day. The Board should, by motion, approve the agenda as presented or as revised.

### COMMUNITY COMMENTS AND SUGGESTIONS:

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the Board. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or Vice Chair may:

- Direct Authority staff to assist or coordinate with you.
- A Board Member may state a desire to meet with you.
- It may be the desire of the Board to place your issue or matter on a future Board agenda.

### CONSENT AGENDA:

The following routine items listed below are scheduled for consideration as a group. The recommendations for each item are noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member, the Fire Chief or General Counsel may request that any item be pulled from the Consent Agenda to permit discussion or change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

1. **Consideration of Approval of Minutes**(MEYERS)  
**Recommended Action:** Approve the minutes of the Board Meeting of March 18, 2022.
2. **Consideration of Cash Disbursement Activity**(LIEBERMAN)  
**Recommended Action:** Receive and file the listing of cash disbursements for the period of March 1 to March 31, 2022.

**CONTINUED BUSINESS:**

None.

**NEW BUSINESS:**

- a. **Consideration of a Resolution Authorizing Adoption of the Five Cities Fire Authority's Annual Fiscal Year 2022-23 Budget and Appropriation of Revenue**  
(LIEBERMAN/VALENTINE)  
**Recommended Action:** Adopt a Resolution Approving Fiscal Year 2022-23 Budget and appropriation of revenue.

**BOARD MEMBER ITEMS:**

The following item(s) are placed on the agenda by a Board Member who would like to receive feedback, obtain consensus to direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken.

None.

**FIRE CHIEF ITEMS:**

The following item(s) are placed on the agenda by the Fire Chief in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

- a. Fire Chief Updates

**GENERAL COUNSEL ITEMS:**

The following item(s) are placed on the agenda by the General Counsel in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

None.

**BOARD COMMUNICATIONS:**

Correspondence/Comments as presented by the Board.

**CLOSED SESSION:**

- a. CONFERENCE WITH LABOR NEGOTIATORS** pursuant to Government Code Section 54957.6:

Agency Negotiators: Che Johnson - Law Firm of Liebert Cassidy Whitmore  
Nicole Valentine – Director of Admin. Services – Arroyo Grande  
Karla Mattocks - Human Resources Coordinator-Grover Beach  
Tashina Ureno – Human Resources Manager-Arroyo Grande

Represented Employees: International Association of Fire Fighters (IAFF) Local 4403

**ADJOURNMENT**

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All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Clerk to the Board's office, 140 Traffic Way, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Clerk to the Board's office at 805-473-5490 as soon as possible and at least 48 hours prior to the meeting date.

Any documentation or materials to be submitted by the General Public for consideration by the Board shall be submitted to the Clerk to the Board by email at [tmeyers@fivecitiesfire.org](mailto:tmeyers@fivecitiesfire.org), no later than 24 hours prior to the above scheduled time for the Five Cities Fire Authority Board meeting. Failure to submit documents or any materials at least 24 hours prior to the scheduled time for the Board meeting shall be grounds for the Board to reject consideration or review of those items unless otherwise required by state or local laws.

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This agenda was prepared and posted pursuant to Government Code Section 54954.2. Agendas are posted at the Arroyo Grande City Hall, 300 E. Branch Street, Arroyo Grande, Headquarters ~ Station 1, 140 Traffic Way, Arroyo Grande, the Grover Beach City Hall, 154 S. 8<sup>th</sup> Street, Grover Beach, Station 2, 701 Rockaway Avenue, Grover Beach, and Oceano Community Services District, 1655 Front Street, Oceano.

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Agenda reports can be accessed and downloaded from the Five Cities Fire Authority Website at [www.fivecitiesfireauthority.org](http://www.fivecitiesfireauthority.org).

## MINUTES

### FIVE CITIES FIRE AUTHORITY BOARD MEETING FRIDAY, MARCH 18, 2022

#### **CALL TO ORDER:**

Chair Lee called the in-person Five Cities Fire Authority (FCFA) Board meeting to order at 09:12 a.m.

#### **FLAG SALUTE:**

Chair Lee led the Flag Salute.

#### **ROLL CALL:**

FCFA Board: Chair Jeff Lee, Vice Chair Karen White and Board Member Keith Storton.

FCFA Staff Present: Fire Chief Stephen Lieberman, General Counsel Molly Thurmond and Clerk to the Board Tricia Meyers.

#### **AGENDA REVIEW:**

**Action:** Vice Chair White moved, Board Member Storton seconded, and the motion passed unanimously to approve the Five Cities Fire Authority's Agenda by a voice vote.

**AYES:** White, Storton, Lee

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

#### **COMMUNITY COMMENTS AND SUGGESTIONS:**

Sean McMahon, President of Local 4403, welcomed the Board to the in-person meeting. Sean commented that he recognizes the Board has important decisions to make for Five Cities Fire Authority in the next few months. He stated that the union members want Five Cities Fire Authority to have a successful future. He emphasized that the union members have worked very hard during the recent pandemic.

#### **CONSENT AGENDA:**

**Action:** Board Member Storton moved, and Vice Chair White seconded the motion to approve the Consent Agenda. No public comment was received. The motion passed on the following roll call vote:

**AYES:** Storton, White, Lee

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

#### **1. Consideration of Approval of Minutes.**

**Action:** Approved minutes of the Board Meeting of February 19, 2022.

#### **2. Consideration of Cash Disbursement Activity.**

**Action:** Received and filed the listing of cash disbursements for the period of February 1, 2022 through February 28, 2022.

**PUBLIC HEARINGS:**

None.

**CONTINUED BUSINESS:**

None.

**NEW BUSINESS:**

- a. **Consideration of Audited Financial Reports for the Fiscal Year Ended June 30, 2021.** Treasurer Valentine reported that an independent accounting firm has completed their audit of the Five Cities Fire Authority's financial records for Fiscal Year ending 2020-21 and the documents received an unqualified opinion. No public comment was received. The Board received and filed the report.
  
- b. **Consideration to Declare a 2006 Sports Utility Vehicle as Surplus.** Chief Lieberman presented the staff report to surplus a 2006 former Command Vehicle. The vehicle has over 190,000 miles and the repair costs are exceeding the value of the vehicle. The code 3 lighting will be reused on another vehicle prior to the sale. No public comment was received.

**Action:** Vice Chair White moved, and Board Member Storton seconded the motion to approve a resolution declaring a 2006 Ford Expedition as surplus and directed the Fire Chief to facilitate the sale. The motion passed on the following roll call vote:

**AYES:** White, Storton, Lee  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**BOARD MEMBER ITEMS:**

None.

**FIRE CHIEF ITEMS:**

- a. Chief Lieberman reported that the FCFA budget process has begun and needs of the department are being evaluated. Cost increases include dispatch, salary and benefit negotiations, fuel and the initial lease payment for the Type 3 Engine.
- b. Strategic planning is in process to identify the goals for the next five years.
- c. Truck 6645 broke down on its way back to Station 1 from South Coast after the radiator repair. It is now back at South Coast to evaluate the current issue.
- d. There was an increase in structure fires recently located in all three jurisdictions.
- e. The US Forest Service will be providing chainsaw training to FCFA staff, while FCFA staff will be providing their staff with low angle rope rescue training in return.
- f. There is currently an open recruitment for an Office Assistant II position and there is also an open Firefighter position. The Firefighter recruitment date is to be determined.
- g. SLO County received a grant to fund 75 people to attend training at the Emergency Management Institute (EMI). Three FCFA employees will be attending.

**GENERAL COUNSEL ITEMS:**

None.

**BOARD COMMUNICATIONS:**

Vice Chair White reported that the Oceano Community Services District is preparing for their ballot measure. Board Member Storton reported that the Arroyo Grande Council reviewed the fireworks ordinance and made updates.

**CLOSED SESSION:**

None.

**ADJOURNMENT:**

Chair Lee adjourned the meeting at 9:44 a.m.

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**JEFF LEE, CHAIR**

**ATTEST:**

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**TRICIA MEYERS, CLERK TO THE BOARD**



## **STAFF REPORT**

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**TO:** Chair and Board Members      **MEETING DATE:** April 15, 2022

**FROM:** Stephen C. Lieberman, Fire Chief  
Nicole Valentine, Treasurer

**SUBJECT:** Consideration of Cash Disbursement Ratification

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### **RECOMMENDATION**

It is recommended that the Five Cities Fire Authority (FCFA) Board of Directors review, receive and accept the attached listing of cash disbursements for the period March 1 through March 31, 2022.

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### **BACKGROUND**

The FCFA JPA agreement identifies the City of Arroyo Grande as the agency providing financial services to the fire department. The City processes payroll and accounts payable on behalf of the FCFA. Historically, the City has processed FCFA payroll on City checks (using a City bank account). The City recovers 100% of these payroll costs along with related staff time. FCFA staff is working with the City to determine if payroll can be processed utilizing FCFA checks/bank account.

Cash disbursements are made weekly based on the submission of all required documentation and supporting invoices for costs incurred/services rendered. The Fire Chief reviews all disbursement documents before they are submitted to the City for processing.

### **FISCAL IMPACT**

There is a \$1,232,925.59 fiscal impact that includes the following items:

- Accounts Payable Checks      \$    857,245.97
- Payroll and Benefit Checks      375,679.62

### **ALTERNATIVES**

The following alternatives are provided for the Board's consideration:

1. Approve the staff recommendation
2. Do not approve the staff recommendation
3. Provide other direction.

### **ATTACHMENTS**

March 1 through March 31, 2022 Accounts Payable Register  
March 1 through March 31, 2022 Payroll and Check Register

### **PREPARED BY**

Stephen C. Lieberman, Fire Chief

FIVE CITIES FIRE AUTHORITY  
CHECK LISTING  
MARCH 1 - 31, 2022

ATTACHMENT 1

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
1	03/08/2022	8192	\$ 7,478.07	ANNUAL NOZZLE REPLACEMENT	290.4211.5603	ALLSTAR FIRE EQUIPMENT, INC
2	03/08/2022	8192	112.18	FREIGHT	290.4211.5603	ALLSTAR FIRE EQUIPMENT, INC
3	03/08/2022	8193	389,161.48	01/22 REIMBURSE FCFA EXPENSES	290.0000.2002	CITY OF ARROYO GRANDE
4	03/08/2022	8194	770.51	BAN#9391033185 PHONE LINES 1/25-2/24	290.4211.5403	AT&T
5	03/08/2022	8195	520.69	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
6	03/08/2022	8196	150.00	REIMBURSEMENT FOR LOST SUNGLASSES-TRAINING	290.4211.5272	JOHN BOVA
7	03/08/2022	8197	93.70	ACCT#82451010116287 STN 3 TV	290.4211.5401	CHARTER COMMUNICATIONS
8	03/08/2022	8197	118.55	ACCT#8245101000202519 STN 2 TV	290.4211.5401	CHARTER COMMUNICATIONS
9	03/08/2022	8198	1,373.57	STN 2 PG&E COSTS 11/18-12/19	290.4211.5401	CITY OF GROVER BEACH
10	03/08/2022	8199	999.00	02/22 PROF LEGAL SVCS	290.4211.5303	DAVID P. HALE
11	03/08/2022	8200	206.85	MILEAGE REIMBURSEMENT-353.60 X.585	290.4211.5512	MATTHEW HINDEN
12	03/08/2022	8201	4.99	VEHICLE 6692 MAINTENANCE	290.4211.5601	MINER'S ACE HARDWARE, INC
13	03/08/2022	8201	66.76	TOILET PLUNGERS	290.4211.5604	MINER'S ACE HARDWARE, INC
14	03/08/2022	8201	18.48	PADLOCK FOR STORAGE CONTAINER	290.4211.5605	MINER'S ACE HARDWARE, INC
15	03/08/2022	8202	68.94	CLEANING SUPPLIES	290.4211.5604	PRO CARE JANITORIAL SUPPLY
16	03/08/2022	8203	1,770.00	LIGHT BAR FOR UTILITY 3	290.4211.5601	SIRENNET.COM
17	03/08/2022	8203	135.00	FREIGHT	290.4211.5601	SIRENNET.COM
18	03/08/2022	8204	150.00	CHIEF FIRE OFFICER CERT TASK BOOK	290.4211.5501	STATE FIRE TRAINING
19	03/08/2022	8205	576.63	ACCT#670954297-00001 PHONE LINE	290.4211.5403	VERIZON WIRELESS
20	03/11/2022	8206	266.14	SHOP SUPPLIES-RENTAL MOPS, MATS, CLOTHS	290.4211.5303	ARAMARK UNIFORM SERVICES
21	03/11/2022	8207	335.51	WATER/SEWER FEES-140 TRAFFIC WAY	290.4211.5401	CITY OF ARROYO GRANDE
22	03/11/2022	8207	80.45	WATER-IRRIGATION 12/18-02/16	290.4211.5401	CITY OF ARROYO GRANDE
23	03/11/2022	8207	24.52	WATER-FIRE HYDRANT	290.4211.5403	CITY OF ARROYO GRANDE
24	03/11/2022	8208	174.87	BAN#9391033178-STN 2 CIRCUIT CHARGES	290.4211.5403	AT&T
25	03/11/2022	8208	174.87	BAN#9391033179 STN 3 CIRCUIT CHARGES	290.4211.5201	AT&T
26	03/11/2022	8209	115.02	AMAZON, OFFICE MAX-OFFICE SUPPLIES	290.4211.5201	BANK OF AMERICA
27	03/11/2022	8209	16.13	AMAZON-OFFICE SUPPLIES	290.4211.5201	BANK OF AMERICA
28	03/11/2022	8209	75.00	OHV SHIPPING COSTS	290.4211.5208	BANK OF AMERICA
29	03/11/2022	8209	47.96	POSTAGE	290.4211.5208	BANK OF AMERICA
30	03/11/2022	8209	96.96	AMAZON-CANON BATTERY PACK INV SUPPLIES	290.4211.5255	BANK OF AMERICA
31	03/11/2022	8209	135.00	US GOV. BOOKSTORE-OPERATIONS MANUAL	290.4211.5255	BANK OF AMERICA
32	03/11/2022	8209	210.12	REDBACK-BOOTS FERGUSON	290.4211.5272	BANK OF AMERICA
33	03/11/2022	8209	36.62	AMAZON-BATTERY CHARGER	290.4211.5273	BANK OF AMERICA
34	03/11/2022	8209	495.00	MEMBERSHIP-PLANET FITNESS (5)	290.4211.5303	BANK OF AMERICA
35	03/11/2022	8209	26.76	SECURE CONFERENCE	290.4211.5403	BANK OF AMERICA
36	03/11/2022	8209	14.99	ZOOM	290.4211.5403	BANK OF AMERICA
37	03/11/2022	8209	35.00	CALL IN STUDIO	290.4211.5403	BANK OF AMERICA
38	03/11/2022	8209	185.80	BLM-FIC WILDLAND BOOK/TRAINING	290.4211.5501	BANK OF AMERICA
39	03/11/2022	8209	10.00	PAYPAL-CAL TRAINING SEARBY	290.4211.5501	BANK OF AMERICA



FIVE CITIES FIRE AUTHORITY  
CHECK LISTING  
MARCH 1 - 31, 2022

ATTACHMENT 1

Line	Check Date	Check #	Amount	Description	Accd. #	Vendor Name
40	03/11/2022	8209	\$ 176.95	BADGE PINNING SUPPLIES	290.4211.5504	BANK OF AMERICA
41	03/11/2022	8209	55.65	SPEEDTECH LIGHTS-LED ROAD FLARES	290.4211.5601	BANK OF AMERICA
42	03/11/2022	8209	23.69	AMAZON-WIRING NEW PICKUP	290.4211.5601	BANK OF AMERICA
43	03/11/2022	8209	151.93	AMAZON-HAND HELD BLOWER	290.4211.5605	BANK OF AMERICA
44	03/11/2022	8209	104.40	GULFEAGLE SUPPLY-GROUNDS MAINTENANCE	290.4211.5605	BANK OF AMERICA
45	03/11/2022	8209	82.18	FUEL	290.4211.5608	BANK OF AMERICA
46	03/11/2022	8209	1,615.66	EMI COURSE-TRAVEL ANGELLO	290.4211.5512	BANK OF AMERICA
47	03/11/2022	8209	1,615.66	EMI COURSE-TRAVEL HUGHEY	290.4211.5512	BANK OF AMERICA
48	03/11/2022	8209	1,729.44	EMI COURSE-TRAVEL HEATH	290.4211.5512	BANK OF AMERICA
49	03/11/2022	8209	83.12	TEMPLETON UNIFORMS-ANGELLO	290.4211.5276	BANK OF AMERICA
50	03/11/2022	8209	611.64	ADOBE LICENSE (3)	290.4211.5607	BANK OF AMERICA
51	03/11/2022	8209	0.99	CHIEF'S IPHONE STORAGE ICLOUD	290.4211.5607	BANK OF AMERICA
52	03/11/2022	8209	21.54	AMAZON-COMPUTER MOUSE	290.4211.5702	BANK OF AMERICA
53	03/11/2022	8209	(444.05)	AMAZON CREDIT RETURN-WIFI PRO	290.4211.5702	BANK OF AMERICA
54	03/11/2022	8209	135.68	OTTERBOX-IPAD CASES	290.4211.5702	BANK OF AMERICA
55	03/11/2022	8210	475.79	SVC/REPAIR OF AIR MAINIFOLD CO	290.4211.5603	BAUER COMPRESSORS, INC
56	03/11/2022	8211	5,971.48	ADV LIFE SUPPORT TRAINER MANIK	290.4211.5206	BOUND TREE MEDICAL, LLC
57	03/11/2022	8212	199.00	COPIER REPAIR	290.4211.5602	CALTRONICS BUSINESS SYSTEMS
58	03/11/2022	8213	61.35	DUAL LED LAMP	290.4211.5601	CARQUEST AUTO PARTS
59	03/11/2022	8214	209.98	ACCT#8245100960252290 STN 1 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
60	03/11/2022	8215	1,731.55	FUEL	290.4211.5608	JB DEWAR, INC
61	03/11/2022	8216	25.00	6 OUTLET SURGE PROTECTOR	290.4211.5607	MINER'S ACE HARDWARE, INC
62	03/11/2022	8216	3.87	CABLE STAPLES	290.4211.5702	MINER'S ACE HARDWARE, INC
63	03/11/2022	8217	126.00	EMT RECERTS-ANGELLO, SILVA	290.4211.5501	SLO COUNTY EMS AGENCY
64	03/11/2022	8218	961.59	GAS SERVICES-STN 1 01/27-02/28	290.4211.5401	SOCALGAS
65	03/11/2022	8219	50.00	STERI-SAFE HAZARDOUS DRUG DISPOSAL	290.4211.5303	STERICYCLE INC.
66	03/11/2022	8220	108.92	MONTHLY SCHEDULING SOFTWARE	290.4211.5607	TARGETSOLUTIONS LEARNING, LLC
67	03/11/2022	8221	55.00	TURNOUT REPAIRS-HENSLEY	290.4211.5272	TURNOUT MAINTENANCE CO LLC
68	03/18/2022	8222	771.34	SVC STN 3 PLYMOVENT	290.4211.5303	AIR EXCHANGE INC
69	03/18/2022	8222	2,058.44	SVC STN 2 PLYMOVENT	290.4211.5303	AIR EXCHANGE INC
70	03/18/2022	8222	832.47	SVC STN 1 PLYMOVENT	290.4211.5303	AIR EXCHANGE INC
71	03/18/2022	8222	205.49	SVC STN 1 PLYMOVENT	290.4211.5303	AIR EXCHANGE INC
72	03/18/2022	8222	591.50	SVC STN 1 PLYMOVENT	290.4211.5303	AIR EXCHANGE INC
73	03/18/2022	8223	176.74	ARGON/OXYGEN CYLINDER RENTAL	290.4211.5303	AIRGAS USA, LLC
74	03/18/2022	8224	33.97	CIRCUIT LINE TO AGPD	290.4211.5403	AT & T
75	03/18/2022	8225	209.98	ACCT#82451010138133 STN 3 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
76	03/18/2022	8225	209.98	ACCT#824510100239800 STN 2 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
77	03/18/2022	8226	435.31	CON SPACE HEAVY DUTY HEADSET	290.4211.5603	L N CURTIS & SONS
78	03/18/2022	8226	157.32	CABLE BAG	290.4211.5603	L N CURTIS & SONS

FIVE CITIES FIRE AUTHORITY  
CHECK LISTING  
MARCH 1 - 31, 2022

ATTACHMENT 1

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
79	03/18/2022	8226	\$ 2,861.25	PARATECH STRUTS	290.4211.5603	L N CURTIS & SONS
80	03/18/2022	8227	1,272.72	TURNOUT RENTAL	290.4211.5272	LION
81	03/18/2022	8227	(1,172.72)	CREDIT-CANCELLED RENTAL ORDER	290.4211.5272	LION
82	03/18/2022	8228	8,498.56	2011 FORD F350-REPAIRS & REPLACE TRANSMISSION	290.4211.5601	MASTERTech AUTOMOTIVE
83	03/18/2022	8229	2,125.00	AUDIT TO DATE	290.4211.5303	MOSS, LEVY & HARTZHEIM LLP
84	03/18/2022	8230	636.78	40 YARD DROP BOX, DISPOSAL FEE	290.4211.5303	R&R ROLL-OFF LLC
85	03/18/2022	8231	80.00	TURNOUT REPAIRS-HINDEN	290.4211.5272	TURNOUT MAINTENANCE CO LLC
86	03/29/2022	8232	370.47	RUBBER BUNKER BOOTS	290.4211.5272	ALLSTAR FIRE EQUIPMENT, INC
87	03/29/2022	8233	266.14	SHOP SUPPLIES-TOWELS, MATS, MOPS, MASKS	290.4211.5303	ARAMARK UNIFORM SERVICES
88	03/29/2022	8234	357,756.35	02/22 REIMBURSE FCFA EXPENSES	290.0000.2002	CITY OF ARROYO GRANDE
89	03/29/2022	8235	326.05	IPAD WIRELESS CHGS 2/12-3/11	290.4211.5403	AT&T MOBILITY
90	03/29/2022	8236	419.87	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
91	03/29/2022	8237	921.00	2021 USE TAX	290.0000.2014	CA DEPT OF TAX & FEE ADMIN
92	03/29/2022	8238	14,645.11	WIFI PROJECT	290.4211.5702	CIO SOLUTIONS LP
93	03/29/2022	8239	225.11	WILDLAND COAT	290.4211.5272	L N CURTIS & SONS
94	03/29/2022	8240	34,830.10	PIERCE ENGINE PYMT	290.4211.5803	J.P. MORGAN EQUIPMENT FINANCE
95	03/29/2022	8241	2,301.64	FUEL	290.4211.5608	JB DEWAR, INC
96	03/29/2022	8242	175.00	ID#3126004 LIEBERMAN SUBSCRIPTION	290.4211.5603	NFPA - NATL FIRE PROTECTION
97	03/29/2022	8243	1,598.13	ELECTRIC-STN 1 2/11-3/14	290.4211.5401	PACIFIC GAS & ELECTRIC CO
98	03/29/2022	8244	202.04	WASHER REPAIR	290.4211.5303	RUFFONI'S SERVICES INC
99	03/29/2022	8244	78.00	LOANER WASHER INSTALL FEE	290.4211.5303	RUFFONI'S SERVICES INC
100	03/29/2022	8245	631.54	FY21/22 CAD TO CAD SVCS	290.4211.5303	SLO COUNTY SHERIFF'S DEPT
101	03/29/2022	8246	206.76	GAS SERVICES-STN 2 2/15-3/17	290.4211.5401	SOCAL GAS
102	03/29/2022	8247	32.40	NAME STENCIL	290.4211.5272	TURNOUT MAINTENANCE CO LLC
			\$ 857,245.97			

<p><b>FIVE CITIES FIRE AUTHORITY</b></p> <p><b>DEPARTMENTAL LABOR DISTRIBUTION</b></p> <p><b>PAY PERIOD</b></p> <p><b>02/18/2022 - 03/03/2022</b></p> <p><b>3/11/2022</b></p>
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**BY ACCOUNT**

5101	Salaries Full time	78,053.00
5102	Salaries Part-Time - PPT	-
5103	Salaries Part-Time - TPT	2,363.00
5105	Salaries OverTime	32,659.29
5106	Salaries Strike Team OT	-
5108	Holiday Pay	6,152.72
5109	Sick Pay	1,585.20
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	4,723.56
5114	Comp Pay	8,429.17
5115	Annual Leave Pay	-
5121	PERS Retirement	21,527.86
5122	Social Security	10,477.76
5123	PARS Retirement	-
5126	State Disability Ins.	1,143.85
5127	Deferred Compensation	125.00
5131	Health Insurance	17,683.45
5132	Dental Insurance	1,008.50
5133	Vision Insurance	272.18
5134	Life Insurance	126.22
5135	Long Term Disability	154.34
5143	Uniform Allowance	519.30
		<u>187,004.40</u>

<p><b>FIVE CITIES FIRE AUTHORITY</b></p> <p><b>DEPARTMENTAL LABOR DISTRIBUTION</b></p> <p><b>PAY PERIOD</b></p> <p><b>03/04/2022 - 03/17/2022</b></p> <p><b>3/25/2022</b></p>
---

**BY ACCOUNT**

5101	Salaries Full time	83,821.67
5102	Salaries Part-Time - PPT	-
5103	Salaries Part-Time - TPT	1,632.00
5105	Salaries OverTime	35,914.04
5106	Salaries Strike Team OT	-
5108	Holiday Pay	4,029.52
5109	Sick Pay	(2,412.24)
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	4,583.20
5114	Comp Pay	6,893.60
5115	Annual Leave Pay	1,137.76
5121	PERS Retirement	21,355.65
5122	Social Security	10,644.85
5123	PARS Retirement	-
5126	State Disability Ins.	1,186.18
5127	Deferred Compensation	125.00
5131	Health Insurance	17,683.45
5132	Dental Insurance	1,008.50
5133	Vision Insurance	272.18
5134	Life Insurance	126.22
5135	Long Term Disability	154.34
5143	Uniform Allowance	519.30
		<u>188,675.22</u>



## **STAFF REPORT**

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**TO:** Chair and Board Members                      **MEETING DATE:** April 15, 2022

**FROM:** Stephen Lieberman, Fire Chief / Executive Officer  
Nicole Valentine, Acting Treasurer

**SUBJECT:** Consideration of a Resolution Authorizing Adoption of the Five Cities Fire Authority's Annual Fiscal Year 2022-2023 Budget and Appropriation of Revenue

---

### **RECOMMENDATION**

It is recommended that the Board of Directors adopt a Resolution approving the Fiscal Year (FY) 2022-23 Budget and appropriation of revenue.

---

### **BACKGROUND**

The proposed FY 2022-23 budget document is largely influenced by the 3<sup>rd</sup> Amendment to the Five Cities Fire Authority (FCFA) Joint Powers Authority (JPA) agreement approved by the member communities in June 2020. The amendment defines member community contributions as remaining fixed based on the FY 2019-20 budget, while acknowledging that the FCFA fund balance will be impacted by rising costs.

FCFA staff completed a comprehensive review of all services, supplies and equipment replacement needs, and prioritized needs based on operational necessity and funding constraints while acknowledging uncontrollable cost increases.

The major assumptions included in this operating budget include:

- Maintain professional fire safety, emergency medical and public assistance services
- Present a 12-month operating budget based on the 3<sup>rd</sup> amendment to the JPA agreement
- Maintain "flat" services, supplies and equipment replacement, acknowledging and planning for uncontrollable costs (i.e. fuel, liability insurance, contract services)
- Replacement of Battalion Chief command vehicle
- Annual lease payment #1 for replacement Type III Wildland Engine
- Anticipation of fiscal impact related to labor negotiations (one-year Memorandum of Understanding)

**Significant Increases to Proposed Budget:**

- Salaries and Benefits - fringe cost increases and assumption for labor negotiations - \$340,100
- Contract Dispatch Services - \$61,600
- Type III Engine - Year #1 lease payment - \$52,700
- Replacement Battalion Chief vehicle - \$52,200
- Liability Insurance - \$30,020 (20% assumed increase)
- Fuel - \$10,000 (25% assumed increase)
- Firefighter Recruitment (2) Background/Physicals - \$19,300
- Miscellaneous Services & Supplies - \$8,500

**FISCAL IMPACT**

The constraints presented by the 3<sup>rd</sup> amendment will result in a continued drawdown of the FCFA fund balance. FCFA staff has worked diligently on controlling costs and increasing revenues when possible. FCFA does not estimate revenues and related costs associated with Mutual Aid response, this financial information is typically reflected during the mid-year budget review. Given the stated assumptions, the proposed FY 2022-23 budget will reduce the total fund balance to \$141,339 or 2.06% of proposed expenditures (0.61% when comparing “Undesignated Fund Balance” to proposed expenditures). FY 2023-24 will likely require additional investment from the member communities.

**ALTERNATIVES**

The following alternatives are provided for the Board’s consideration:

1. Adopt a Resolution approving the FY 2022-23 Budget and appropriate revenue.
2. Do not approve the Budget and provide further direction to staff.

**ATTACHMENTS**

Proposed FY 2022-23 Budget Packet  
Resolution

**PREPARED BY**

S. Lieberman, Fire Chief/Executive Officer  
N. Valentine, Treasurer

# Five Cities Fire Authority

Budget

Fiscal Year 2022-23

**DRAFT**



Five Cities Fire Authority  
140 Traffic Way  
Arroyo Grande, California 93420  
805.473.5490  
[fivocitiesfireauthority.org](http://fivocitiesfireauthority.org)

## **Our Vision**

The Five Cities Fire Authority is committed to serving our communities by providing emergency response, fire prevention and public education. We strive to accomplish this vision by ensuring that we will provide for all Fire Authority needs and professional development through a stable revenue source. We honor the respect we hold within our communities and are committed to maintaining that trust.

## **Our Mission**

The Mission of the Five Cities Fire Authority is to provide the highest level of service possible by mitigating threats to life, property and the environment while meeting the growing needs of our communities.

## **Our Core Values**

Serve with pride, professionalism and integrity;  
Treat all people with respect and honor;  
Maximize community service through efficient resource management; and  
Strive for constant improvement.





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# Five Cities Fire Authority at a Glance



In 2004, the cities of Arroyo Grande and Grover Beach collaboratively entered into an agreement to share one fire chief and training officer. This agreement was expanded over the next several years to include equipment sharing, a consolidation of the reserve firefighter program and the introduction of "boundary drops," meaning that the closest fire resource would be dispatched to a 9-1-1 call without consideration of community boundary. In 2009, the Oceano

Community Services District joined the other communities and on July 9 2010, a complete fire department consolidation took place, resulting in the creation of the Five Cities Fire Authority (FCFA).

As was anticipated in 2010, the communities have increased their demand for service, commercial and residential development projects have continued with multiple projects being three stories in height. Needed investment required to keep pace with the increased demand for service have placed an increased financial challenge upon the member communities. A third amendment to the Joint Powers Agreement is in place, essentially "locking" community member funding allocations potentially through June 30, 2023. This amendment will allow the Oceano Community Services District time to place a revenue measure on the June 2022 ballot.

**Area Served:** 10 square miles, encompassing the communities of Arroyo Grande, Grover Beach and Oceano

**Population Served:** 37,000

**Number of Stations:** 3

**Call Volume (2021):** 4,154 (includes Automatic and Mutual Aid responses outside of service area)  
 4.4% Increase over 2020 (adjusted for Automatic/Mutual Aid response)  
 Average Response Time – 7 minutes

Fire:	113	3.0%
Rescue and Emergency Medical Services:	2,064	49.6%
Hazardous Conditions:	75	1.8%
Service and Good Intent:	1,748	42.0%
False Alarm:	146	3.5%
Other:	8	0.1%

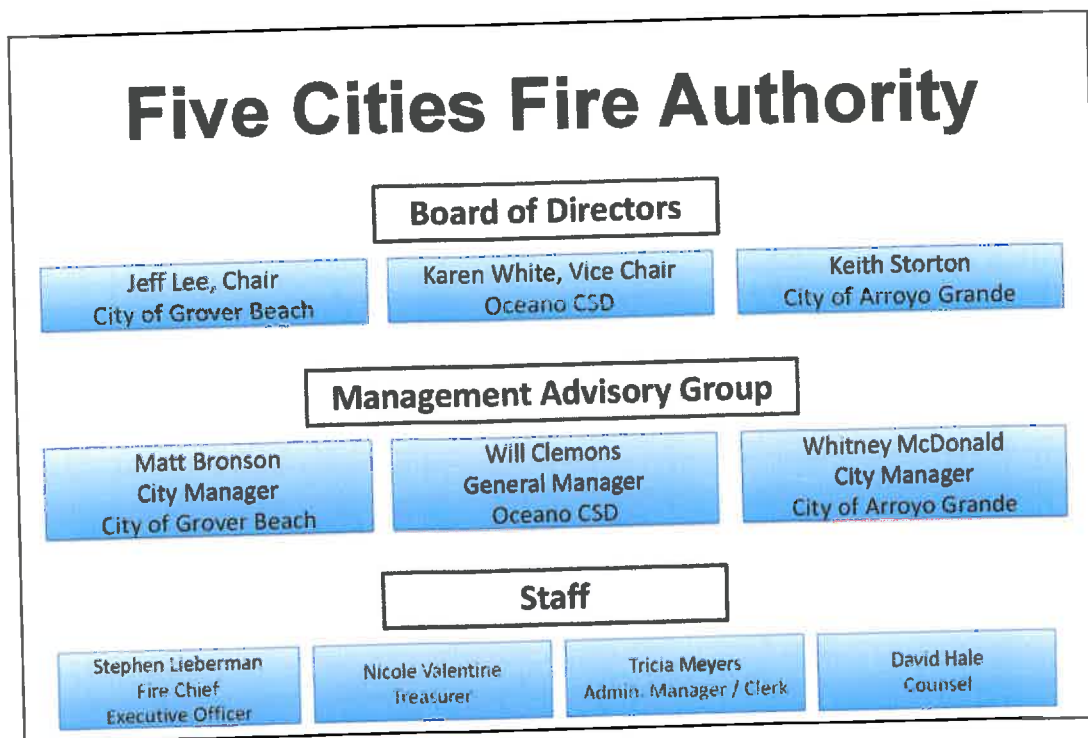
## Organizational Structure

On July 9, 2010 the Five Cities Fire Authority was created. The Authority is administered by the Board of Directors, comprised of one Councilmember or alternate from the City of Arroyo Grande, one Council member or alternate from the City of Grover Beach, and one Board member or alternate from the Oceano Community Services District. Individuals serving as alternates must be elected officials from the participating communities.

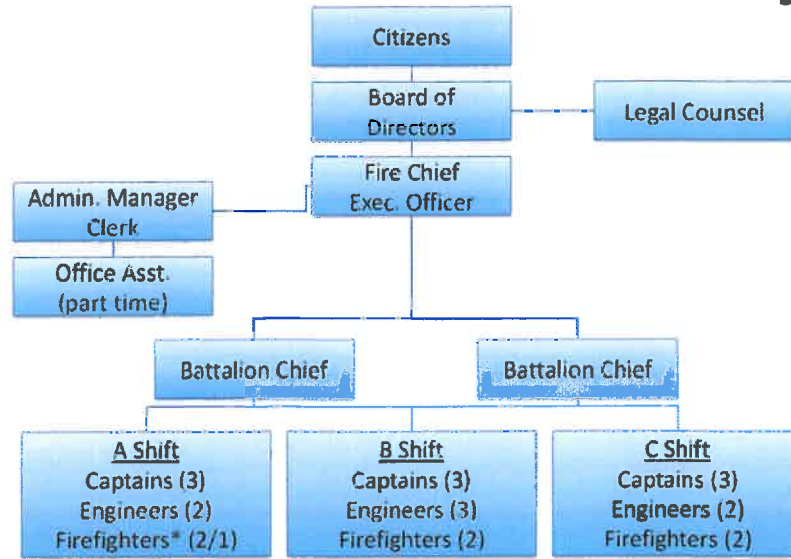


The Fire Chief reports to the Board of Directors and also serves as the Executive Officer for the Five Cities Fire Authority. The Administrative Services Director for the City of Arroyo Grande serves in the capacity of Treasurer to the Authority, and the Administrative Assistant for the Five Cities Fire Authority serves as Secretary/Clerk to the Board.

The Fire Chief may consult with the Executive Team, comprised of the managers from Arroyo Grande, Grover Beach and Oceano in order to discuss matters relevant to the communities or the Authority, and the managers may make recommendations to their Board members, based on matters discussed.



# Five Cities Fire Authority



\* Career/Reserve Firefighters

March 2022

## Total Budgeted Headcount

Full Time	26
Part Time	2
Reserve Firefighters	<u>1</u>
Total	29

## Fire Chief's Budget Message



Honorable members of the Board of Directors, the employees of the Five Cities Fire Authority are pleased to present the draft budget for Fiscal Year 2022-23. An operating budget is typically based upon a series of assumptions, driven by community expectation, policy direction, operational need, all balanced by available funding. This draft budget is based on a third amendment to the Five Cities Fire Authority Joint Powers Authority agreement. The most recent amendment limits member community funding levels to those identified in the Fiscal Year 2019-20 budget. The Fire Chief has made every effort to manage operating costs while acknowledging that some costs (i.e. insurance, worker's compensation, fuel and vehicle

maintenance) can be "uncontrollable." A previously approved replacement Type III Wildland fire engine is reflected in the draft budget with the initial debt service payment due in October 2022.

The COVID-19 pandemic continued to impact the member communities along with FCFA employees and their families. FCFA staff took every available precaution to minimize the impact to all personnel in an effort to maintain response readiness, yet the physical and emotional toll responding to sick patients was unprecedented. In March of 2022, FCFA received reimbursement for supplies for approximately \$10,000.

2021 also produced the worst wildland fire season in California history (2020 was the prior "worst fire season"). FCFA staff and equipment were deployed across California multiple times. Nearly \$700,000 was received to offset direct labor, equipment and administrative costs. \$144,000 of this amount was allocated to future fleet vehicle replacement.

Drought conditions have continued with little precipitation to date. Low vegetation moisture levels, combined with weather patterns have resulted in several vegetation fires starting as early as March of 2022. Fire Season 2022 looks to be a busy one.

## Accomplishments

Listed below is a summary of accomplishments for the 2021-22 fiscal year:

- Successfully maintained response capacity with aggressive COVID-19 safety precautions.
- Responded to 6 large scale wildland fire incidents across California (multiple deployments to several incidents).
- Reclassification of Administrative Operations Manager.
- Addition of Fire Engineer position.
- Promotions – Fire Captain, Engineer (2), and Firefighter.
- Installation of Wi-Fi at all stations.
- Ordered Type III Wildland Fire Engine
- Ordered replacement Utility Pick-up Truck – (significant delivery delay)
- Administered Weed Abatement and Fourth of July Fireworks Program for all three jurisdictions



## Budget Assumptions

Listed below are key assumptions applied to the development of the proposed 2022-23 fiscal budget:

- Maintain professional fire safety, emergency medical, and public assistance services
- Present a 12-month operating budget based on the third amendment to the Joint Powers Authority (JPA) agreement
- Maintain “Flat” Services, Supplies, Equipment Replacement, and Debt Service expenditures as possible (25% assumption for fuel cost increase, 20% assumption for liability insurance increase)
- Replace Battalion Chief Command Vehicle - \$52,200
- Cost Increase for Dispatch Services (based on increased calls for service and increased contract labor/benefit costs) - \$61,600
- Annual Lease Payment #1 for Type III Wildland Engine - \$52,700
- Anticipate fiscal impact of labor negotiations (one-year Memorandum of Understanding),
- Equipment, Maintenance, Firefighter Recruitment, and Furniture - \$27,100



## Goals & Objectives

Listed below is a summary of goals and objectives for fiscal year 2022-23:

- Keep our communities safe and prepared.
- Maintain adequate staffing levels.
- Support Board deliberation and member community goals related to Joint Powers Authority agreement revisions, revenue enhancement measures, and potential reorganization based on outcome of June 2022 Oceano election.
- Complete 5-year Strategic Plan.
- Retain third party to assist with update of Master Fee Schedule and utilize third party for enhanced cost recovery.
- Design and order replacement truck/aerial.
- Pursue grant opportunities for needed equipment.





# Budget Summary

**FIVE CITIES FIRE AUTHORITY**  
**BUDGET SUMMARY**  
 For the Fiscal Year Ending June 30, 2023

	ACTUALS		Approved Budget	Adjusted Budget	Proposed Budget	Variance Approved vs Proposed Better/(Worse)
	FY 2019-20	2020-21	2021-22	2021-22	2022-23	
Beginning Fund Balance	\$ 604,982	\$ 1,005,267	\$ 1,387,744	\$ 1,387,744	\$ 1,157,393	\$ (230,351)
Revenues	5,945,434	6,789,777	5,849,718	6,553,318	5,849,718	\$ -
Expenditures:						
Salaries & Benefits	4,620,501	5,254,729	5,182,700	5,681,300	5,522,800	\$ (340,100)
Services & Supplies	657,644	905,228	959,672	950,972	1,089,075	\$ (129,403)
Equipment Replacement	165,807	146,147	47,800	50,200	100,000	\$ (52,200)
Debt Service	101,197	101,197	101,197	101,197	153,897	\$ (52,700)
Total Expenditures	<u>5,545,149</u>	<u>6,407,300</u>	<u>6,291,369</u>	<u>6,783,669</u>	<u>6,865,772</u>	<u>(574,403)</u>
Change in Fund Balance	<u>400,285</u>	<u>382,477</u>	<u>(441,651)</u>	<u>(230,351)</u>	<u>(1,016,054)</u>	
Ending Fund Balance	<u>\$ 1,005,267</u>	<u>\$ 1,387,744</u>	<u>\$ 946,093</u>	<u>\$ 1,157,393</u>	<u>\$ 141,339</u>	2.06%
Designated Reserve	\$ -	\$ -	\$ -	\$ 196,000	\$ 99,800	
Undesignated Fund Balance	<u>1,005,267</u>	<u>1,387,744</u>	<u>946,093</u>	<u>961,393</u>	<u>41,539</u>	
Total Fund Balance	<u>\$ 1,005,267</u>	<u>\$ 1,387,744</u>	<u>\$ 946,093</u>	<u>\$ 1,157,393</u>	<u>\$ 141,339</u>	0.61%

# Revenue Detail

**FIVE CITIES FIRE AUTHORITY  
BUDGET  
For the Fiscal Year Ending June 30, 2023**

ACT	ACCOUNT NAME	FY 2019-20	FY 2020-21	Approved	Adjusted	Proposed	Variance
		Actual	Actual	Budget	Budget	Budget	Approved vs Proposed Better/(Worse)
				2021-22	2021-22	2022-23	
	<b>REVENUES</b>						
4301	INTEREST	\$ 10,159	\$ 2,812	\$ 700	\$ 700	\$ 700	\$ -
4422	ARROYO GRANDE FIRE REIMBURSEMENT	2,580,955	2,580,955	2,580,955	2,580,955	2,580,955	-
4428	FEMA REVENUE	-	-	-	-	-	-
4443	GROVER BEACH FIRE REIMBURSEMENT	2,015,115	2,015,115	2,015,115	2,015,115	2,015,115	-
4444	OCEANO FIRE REIMBURSEMENT	1,138,148	1,138,148	1,138,148	1,138,148	1,138,148	-
4458	STATE GRANT	-	28,520	3,800	3,800	3,800	-
4491	SAFER GRANT	-	-	-	-	-	-
4462	LOCAL GRANT	15,485	18,354	-	5,500	-	-
4705	INSPECTIONS	80,746	111,429	87,000	87,000	87,000	-
4726	FIRE IMPACT FEES	3,784	3,892	-	-	-	-
4729	FIRE-FIRST RESPONDER SUPPORT	24,331	24,993	24,000	24,000	24,000	-
4730	STRIKE TEAM REIMBURSEMENT	58,617	742,033	-	688,200	-	-
4803	SALES-EQUIPMENT/MATERIALS	-	41,500	-	-	-	-
4807	EXPENSE RECOVERY	2,447	82,026	-	-	-	-
4809	DONATIONS	15,647	-	-	9,900	-	-
4816	PROCEEDS FROM DEBT ISSUANCE	-	-	-	-	-	-
	<b>GRAND TOTAL REVENUES</b>	<b>\$ 5,945,434</b>	<b>\$ 6,789,777</b>	<b>\$ 5,849,718</b>	<b>\$ 6,553,318</b>	<b>\$ 5,849,718</b>	<b>\$ -</b>

# Expenditure Detail

**FIVE CITIES FIRE AUTHORITY**  
**BUDGET**  
 For the Fiscal Year Ending June 30, 2023

ACT	ACCOUNT NAME	FY 2019-20	FY 2020-21	Approved	Adjusted	Proposed	Variance
		Actual	Actual	Budget	Budget	Budget	Approved vs Proposed Better/(Worse)
				2021-22	2021-22	2022-23	
	<b>EXPENDITURES</b>						
5101	SALARIES FULL-TIME	1,847,424	1,803,998	2,452,400	2,513,300	2,789,900	(337,500)
5102	SALARIES PERMANENT PART-TIME	16,857	10,097	31,400	15,700	32,100	(700)
5103	SALARIES TEMPORARY PART-TIME	150,367	120,294	147,500	161,000	51,400	96,100
5105	SALARIES OVERTIME	771,370	790,173	708,600	708,600	667,000	41,600
5106	SALARIES - STRIKE TEAM OVERTIME	63,237	488,621	-	445,500	-	-
5108	HOLIDAY PAY	108,086	116,038	116,600	116,600	117,900	(1,300)
5109	SICK LEAVE PAY	13,190	55,131	-	-	-	-
5110	ANNUAL LEAVE BUY BACK	8,307	8,307	9,000	9,000	9,000	-
5111	VACATION BUY BACK	30,451	43,926	40,000	40,000	56,700	(16,700)
5112	SICK LEAVE BUY BACK	1,247	2,703	2,000	2,000	2,000	-
5113	VACATION LEAVE PAY	50,806	58,905	-	-	-	-
5114	COMPENSATION PAY	48,621	118,456	-	-	-	-
5115	ANNUAL LEAVE	11,657	29,791	-	-	-	-
5121	PERS RETIREMENT	608,829	526,763	501,500	501,500	518,200	(16,700)
5122	SOCIAL SECURITY	222,111	260,144	208,500	208,500	215,900	(7,400)
5123	PARS RETIREMENT	309	151	500	500	1,300	(800)
5126	STATE DISABILITY INS. (SDI)	22,277	24,811	21,200	21,200	23,600	(2,400)
5127	DEFERRED COMPENSATION	3,019	3,009	3,000	3,000	3,000	-
5128	UAL (UNFUNDED ACCRUED LIABILITY)	-	123,920	188,900	152,800	185,400	3,500
5131	HEALTH INSURANCE	394,297	408,057	452,800	452,800	499,900	(47,100)
5132	DENTAL INSURANCE	23,285	23,304	25,200	25,200	25,600	(400)
5133	VISION INSURANCE	6,424	6,428	6,800	6,800	7,000	(200)
5134	LIFE INSURANCE	2,932	2,925	3,200	3,200	3,300	(100)
5135	LONG TERM DISABILITY INSURANCE	8,913	8,876	9,200	9,200	9,200	-
5136	RETIRES HEALTH INSURANCE	12,607	12,660	13,000	13,000	13,000	-
5141	WORKERS COMPENSATION	193,152	206,611	235,600	235,600	235,600	-
5142	UNEMPLOYMENT INSURANCE	-	-	5,000	5,000	5,000	-
5143	UNIFORM ALLOWANCE	-	-	-	30,500	50,000	(50,000)
5147	EMPLOYEE ASSISTANCE PROGRAM	727	630	800	800	800	-
	<b>Subtotal Salaries &amp; Benefits</b>	<b>4,620,501</b>	<b>5,254,729</b>	<b>5,182,700</b>	<b>5,681,300</b>	<b>5,522,800</b>	<b>(340,100)</b>

# Expenditure Detail

**FIVE CITIES FIRE AUTHORITY  
BUDGET  
For the Fiscal Year Ending June 30, 2023**

ACT	ACCOUNT NAME	FY 2019-20	FY 2020-21	Approved Budget	Adjusted Budget	Proposed Budget	Variance
		Actual	Actual	2021-22	2021-22	2022-23	Approved vs Proposed Better/(Worse)
	<b>EXPENDITURES</b>						
5201	SUPPLIES - OFFICE	6,431	6,403	7,140	7,140	7,140	-
5206	SUPPLIES - EMS	17,987	15,164	18,800	18,800	20,600	(1,800)
5208	POSTAGE/MAILING	3,063	3,657	3,000	3,000	3,000	-
5255	SPECIAL DEPARTMENT SUPPLIES	40,943	20,040	18,480	18,480	18,480	-
5272	PROTECTIVE/SAFETY CLOTHING	50,529	55,135	38,100	38,100	35,983	2,117
5273	SMALL TOOLS	4,112	2,792	3,060	3,060	3,060	-
5276	UNIFORMS	25,026	28,535	30,500	-	5,000	25,500
5301	ADVERTISING	-	415	-	-	-	-
5303	CONTRACTUAL SERVICES	161,181	272,057	320,000	320,000	395,772	(75,772)
5306	PRINTING SERVICES	1,810	2,553	3,000	3,000	3,000	-
5315	PRE-EMPLOYMENT PHYSICALS	1,787	1,741	11,220	11,220	30,520	(19,300)
5316	JOB RECRUITMENT EXPENSE	1,902	-	-	-	-	-
5324	FORENSIC MANDATE SERVICES	46	-	1,000	1,000	1,000	-
5325	HAZMAT/SAFETY PROGRAM	14,055	14,504	15,800	15,800	15,800	-
5401	UTILITIES	55,467	55,381	50,000	50,000	50,000	-
5403	TELECOMMUNICATIONS	25,894	26,416	25,000	25,000	25,000	-
5501	CONFERENCE/TRAINING	4,173	15,850	14,240	14,240	14,240	-
5503	MEMBERSHIPS & SUBSCRIPTIONS	2,488	3,395	3,000	3,000	3,000	-
5504	PUBLIC RELATIONS	2,316	3,334	5,100	5,100	5,100	-
5508	MISC EXPENSE	1,193	2,021	2,000	2,000	12,000	(10,000)
5512	TRAVEL	2,620	15,994	2,100	2,100	2,100	-
5553	RENT-BUILDING AND LAND	15,000	15,000	15,000	15,000	15,000	-
5555	BANK CHARGES	4	1,473	1,006	1,006	1,006	-
5576	LIABILITY INSURANCE-JPA SHARE	13,947	23,051	19,300	41,100	49,320	(30,020)
5599	WEED ABATEMENT	5,103	24,747	12,240	12,240	12,240	-
5601	MAINTENANCE - VEHICLES	118,917	133,554	125,000	125,000	125,000	-
5602	MAINTENANCE - OFFICE EQUIPMENT	2,811	2,236	3,672	3,672	5,000	(1,328)
5603	MAINTENANCE - MACH & EQUIP	17,639	15,571	61,100	61,100	90,400	(29,300)
5604	MAINTENANCE - BUILDINGS	13,808	9,960	9,500	9,500	10,000	(500)
5605	MAINTENANCE - GROUNDS	320	408	1,000	1,000	1,000	-
5606	MAINTENANCE - RADIO COMMUNICATIONS	7,894	18,651	8,364	8,364	8,364	-
5607	MAINTENANCE - COMPUTER SOFTWARE	-	44,330	55,150	55,150	55,150	-
5608	GAS & OIL	39,179	44,029	40,800	40,800	50,800	(10,000)
5702	DATA PROCESSING EQUIPMENT	-	26,831	36,000	36,000	15,000	21,000
	<b>Subtotal Services &amp; Supplies</b>	<b>657,644</b>	<b>905,228</b>	<b>959,672</b>	<b>950,972</b>	<b>1,089,075</b>	<b>(129,403)</b>

# Expenditure Detail

**FIVE CITIES FIRE AUTHORITY**  
**BUDGET**  
 For the Fiscal Year Ending June 30, 2023

ACT	ACCOUNT NAME	FY 2019-20	FY 2020-21	Approved	Adjusted	Proposed	Variance Approved vs Proposed Better/(Worse)
		Actual	Actual	Budget 2021-22	Budget 2021-22	Budget 2022-23	
	<b>EXPENDITURES</b>						
5803	LEASE PURCHASE PAYMENTS	101,197	101,197	101,197	101,197	153,897	(52,700)
	Subtotal Debt Service	101,197	101,197	101,197	101,197	153,897	(52,700)
6101	DATA PROCESSING EQUIPMENT	5,432	-	-	-	-	-
6103	COMPUTER LICENSING SOFTWARE	43,092	7	-	-	-	-
6201	MACHINERY & EQUIPMENT	61,823	45,112	-	-	-	-
6301	VEHICLES	55,461	101,028	47,800	50,200	100,000	(52,200)
	FUTURE VEHICLE REPLACEMENT						-
	Subtotal Equip Replacement	165,807	146,147	47,800	50,200	100,000	(52,200)
	GRAND TOTAL EXPENDITURES	\$ 5,545,149	\$ 6,407,300	\$ 6,291,369	\$ 6,783,669	\$ 6,865,772	\$ (574,403)

## Cost Allocation - Based on 3<sup>rd</sup> Amendment to the JPA Agreement

2019-20 Expenditure Budget	\$5,855,468
less costs recovered through fees/charges	(\$121,250)
less HazMat costs (allocate directly)	(\$12,000)
less debt service 2nd engine (allocate directly)	<u>(\$34,830)</u>
Expenditure budget to allocate to jurisdictions	\$5,687,388

33.3% of budget to allocate \$1,895,796

### Funding Formula:

#### 1) 33% based on proportion of population

Arroyo Grande	17,839	46.17%
Grover Beach	13,517	34.98%
OCSD	<u>7,286</u>	18.86%
Total Population	38,642	

#### Allocation:

Arroyo Grande	\$875,198
Grover Beach	\$663,140
OCSD	\$357,458

#### 2) 33% based on current staffing levels

Arroyo Grande	37.5%
Grover Beach	37.5%
OCSD	25.0%

#### Allocation:

Arroyo Grande	\$710,924
Grover Beach	\$710,924
OCSD	\$473,949

## Cost Allocation - Based on 3<sup>rd</sup> Amendment to the JPA Agreement

### 3) 33% based on proportion of service calls

Arroyo Grande	1,845	52%
Grover Beach	1,145	32%
OCSD	544	15%
Total service calls	<u>3,534</u>	

### Allocation:

Arroyo Grande	\$989,834
Grover Beach	\$614,108
OCSD	\$291,854

### Haz Mat direct allocation

Arroyo Grande	\$5,000
Grover Beach	\$5,000
OCSD	\$2,000

### Debt service - 2nd engine allocation

Arroyo Grande	-
Grover Beach	\$21,943
OCSD	\$12,887

<b>Total Allocation</b>		<b>Allocation</b>
Arroyo Grande	2,580,955	45.01%
Grover Beach	2,015,115	35.14%
OCSD	<u>1,138,148</u>	19.85%
	<b>5,734,218</b>	

**RESOLUTION NO. 2022-06**

**A RESOLUTION OF THE BOARD OF THE FIVE CITIES FIRE AUTHORITY AUTHORIZING ADOPTION OF THE FIVE CITIES FIRE AUTHORITY ANNUAL 2022-23 FISCAL YEAR BUDGET AND APPROPRIATION OF REVENUE**

**WHEREAS**, the Five Cities Fire Authority Board desires to have a fiscal plan for the Five Cities Fire Authority in order for the Authority to operate during FY 2022-23; and

**WHEREAS**, the Board finds that the Five Cities Fire Authority budget is funded in accordance with the formula as identified in Amendment Three of the Joint Exercise of Powers Agreement, dated June 7, 2010.

**NOW, THEREFORE, BE IT RESOLVED** that the Five Cities Fire Authority Board does hereby adopt the Five Cities Fire Authority budget for the FY 2022-23 and makes all appropriations necessary to achieve the subject 2022-23 fiscal year budget, which is hereby incorporated by reference herein.

**BE IT ALSO RESOLVED** that the Clerk to the Board shall certify the passage and adoption of this Resolution and enter it into the book of original Resolutions.

On motion by \_\_\_\_\_, seconded by \_\_\_\_\_, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

the foregoing Resolution was passed and adopted at the regular meeting of the Board of the Five Cities Fire Authority, this 15th day of April, 2022.



**RESOLUTION NO. 2022-06  
PAGE 2**

\_\_\_\_\_  
**JEFF LEE, CHAIR**

**ATTEST:**

\_\_\_\_\_  
**TRICIA MEYERS, CLERK TO THE BOARD**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**STEPHEN C. LIEBERMAN, FIRE CHIEF**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**DAVID P. HALE, GENERAL COUNSEL**

**OFFICIAL CERTIFICATION**

**I, TRICIA MEYERS, Clerk to the Board of the Five Cities Fire Authority, County of San Luis Obispo, State of California, do hereby certify under penalty of perjury, that Resolution No. 2022-06 is a true, full, and correct copy of said Resolution passed and adopted at the regular meeting of the Board of the Five Cities Fire Authority on the 15th day of April, 2022.**

**WITNESS my hand and the Seal of the Five Cities Fire Authority affixed this 15th day of April, 2022.**

\_\_\_\_\_  
**TRICIA MEYERS, CLERK TO THE BOARD**