



# **BEN LOMOND FIRE PROTECTION DISTRICT**

## **AGENDA of the BOARD OF DIRECTORS**

**Wednesday May 15, 2024 at 9:00 AM**  
**Ben Lomond Firehouse, 9430 Hwy 9, Ben Lomond, California**  
**Telephone: 831-336-5495 Fax: 831-336-0300**  
**blfdchief@benlomondfd.com is inviting you to a Meeting**

The Board meeting agenda and all supporting documents are available for public review at 9430 Hwy 9, Ben Lomond, CA, 72 hours in advance of a scheduled board meeting.

District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible, but at least two days prior to the meeting.

### **CALL TO ORDER FLAG SALUTE/MOMENT OF SILENCE ROLL CALL**

President Director Sean Castagna, Director (Vice) Glen Cady, Director Dave Bingham, Director Lisa Hill, Director Tom Maxson and Fire Chief Stacie Brownlee

### **REGULAR MEETING- Call TO ORDER OPEN TIME FOR PUBLIC EXPRESSION**

Please observe a three minute time limit

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a more lengthy presentation or Board deliberation will be considered for placement on the agenda for discussion at a future meeting. There will also be an opportunity to comment on action items, following Board discussion and before any action is taken. The Board asks anyone who speaks to state their name.

### **DIRECTOR MATTERS/AGENDA AMENDMENTS**

Directors may report on their activities and meetings.  
Any changes to the agenda may be made at this time.

### **CHIEF'S REPORT**

The Fire Chief will report on the district's business activities and operations.

### **COMMUNICATIONS- 700 Forms**

### **BOARD CALENDER EVENTS-**

### **COMMITTEE REPORTS- Budget**

Directors may report on committee activities and meetings

### **CONSENT CALENDAR ITEMS**

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person.

1. Approval of Minutes April 17, 2024
2. Approval of Special Minutes April 24, 2024  
1.1 Regular Meeting of May 15, 2024

3. Approval of Expenditures for May 15, 2024
  - 3.1 Paid bills in the amount of \$139,336.35
  - 3.2 Paid Payroll in the amount of \$ 16,443.83

## Old BUSINESS

1. Upstairs (Discussion/Action)  
**Key discussion points:**  
**Decision(s) made:**  
**Action items and assignee(s)**
  
2. SOP Review  
**Key discussion points:** SOP #2020 Payroll/Sick Leave SB616  
**Decision(s) made:**  
**Action items and assignee(s)**
  
4. Landscaping  
**Key discussion points:** Started  
**Decisions made:**  
**Action Items and assignees:**
  
5. Glen Arbor Project  
**Key discussion points:**  
**Decisions made:**  
**Action Items and assignees:**
  
6. Type 3  
**Key discussion points:** Needs to go to Attorneys to see if we can get out of this contract since they can not deliver what we ordered  
**Decisions made:**  
**Action Items and assignees:**
  
- 7.. Henflings  
**Key discussion points:** Lease agreement/ Inspection  
**Decisions made:**  
**Action Items and assignees:**
  
8. Felton Fire Activities  
**Key discussion points:**  
**Decisions made:**  
**Action Items and assignees:**
  
9. Preliminary Budget 24/25  
**Key discussion points:**  
**Decisions made:**  
**Action Items and assignees:**

## NEW BUSINESS

## CLOSED SESSION

At any time during the regular meeting, the Board may adjourn to a closed session to consider land negotiations, litigation, and personnel matters or to discuss with legal counsel matter within the attorney-client privilege. Authority; Gov. Code Section Code §54956.8, 54956.9, and 54957.

**INFORMATION/FUTURE MEETINGS**

Items of a general nature that the staff wishes to bring to the attention of the Board, and any future agenda items.

Scheduling of future meetings

Regular Meeting –June 19, 2024

**ADJOURNMENT**



# **Ben Lomond Fire Protection District**

**Post Office Box 27, Ben Lomond, California 95005**

**Telephone: 831-336-5495 Fax: 831-336-0300**

<b>TO:</b>	<b>Board of Directors</b>	<b>FROM:</b>	<b>Stacie Brownlee Fire Chief</b>
<b>SUBJECT:</b>	<b>Chief's Report</b>	<b>DATE:</b>	<b>05/15/2024</b>
	<b>Approved</b>	<b>Date</b>	

## **Correspondence**

### **Administration**

### **Operations**

BLFD responded to calls in 29 April/May

- Structure (0)
- EMS (19)
- Haz Mat (0)
- Vehicle Acc. (1)
- Public Service (3)
- Smoke Checks (1)
- Other, wires (2)
- Mutual Aide calls (5) (3) Boulder, Fel(1) AMR(1)
- Storm related (0)
- Wildland (0)

### **Training**

- Engine Block

### **Logistic**

### **Fire Prevention/Ed**

Firewise Hubbard Gulch

PAYROLL SD 02  
 PAY PERIOD #10  
 GL KEY# 680600

Beg Date: 04/27/24

ATTN: Auditor-Controller  
 End Date: 05/10/24

EMPLOYEE #	NAME	PAY RATE	PAY TYPE	KEY CODE	HOURS	SALARY / TOTAL PAY
800973	Stacie Brownlee	\$46.70	SALARY	888	0.00	\$3,736.00
			Health Benefit Stipend	ILB	0.00	\$461.54
			VACATION	011	0.00	\$0.00
			SICK	022	0.00	\$0.00
803033	Laurie Dennis	\$37.00	REGULAR HOURS	888	31.25	\$1,156.25
			SICK	022	0.00	\$0.00
<b>DUTY CHIEF</b>						
<b>EMPLOYEE #</b>						
800494	Mike Ayers	\$75.00	PER SHIFT	888	5.00	\$375.00
803541	Nick Burges	\$75.00	PER SHIFT	888	9.00	\$675.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
<b>DAY WORKER- STATION</b>						
<b>EMPLOYEE #</b>						
803842	Garrett Fisher	\$25.00	HOURLY	888	24.00	\$600.00
803879	Kevin Giannini	\$25.00	HOURLY	888	56.00	\$1,400.00
		\$25.00	HOURLY	888	0.00	\$0.00
		\$25.00	HOURLY	888	0.00	\$0.00
		\$25.00	HOURLY	888	0.00	\$0.00

Prepared by  DATE 05/08/24

Pay Type	Hours	Dollars
REGULAR HOURS	31.25	\$7,942.25
VACATION	0.00	\$0.00
Health Benefit Stipend	0.00	\$461.54
SICK	0.00	\$0.00

**Payroll Batch Control**  
 Employees 6  
 Line Entries 7  
 Total Reg. & Special Hours 31.3  
 Total Regular & Special Amounts \$8,403.79

		
<b>VOLUNTEER PAY</b>		\$0.00
<b>TOTAL</b>	<b>31.25</b>	<b>\$8,403.79</b>

51000 Regular Pay	\$7,942.25
51015 Sick Pay	\$0.00
51010 Volunteer Pay	\$0.00
53010 Emp Ins & Ben	\$461.54
<b>Total</b>	<b>\$8,403.79</b>

..0..  
 8,403.79 +  
 1,156.25 -  
 7,247.54 \*

**PAYROLL SD 02**  
**PAY PERIOD #09**  
**GL KEY# 680600**

**Beg Date: 04/13/24**

**ATTN: Auditor-Controller**  
**End Date: 04/26/24**

EMPLOYEE #	NAME	PAY RATE	PAY TYPE	KEY CODE	HOURS	SALARY / TOTAL PAY
800973	Stacie Brownlee	\$46.70	SALARY	888	0.00	\$3,736.00
			Health Benefit Stipend	ILB	0.00	\$461.54
			VACATION	011	0.00	\$0.00
			SICK	022	0.00	\$0.00
803033	Laurie Dennis	\$37.00	REGULAR HOURS	888	27.50	\$1,017.50
			SICK	022	0.00	\$0.00
<b>DUTY CHIEF</b>						
<b>EMPLOYEE #</b>						
800493	Mark Brown	\$75.00	PER SHIFT	888	2.00	\$150.00
800494	Mike Ayers	\$75.00	PER SHIFT	888	4.00	\$300.00
803541	Nick Burgess	\$75.00	PER SHIFT	888	5.00	\$375.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
<b>DAY WORKER- STATION</b>						
<b>EMPLOYEE #</b>						
803842	Garrett Fisher	\$25.00	HOURLY	888	48.00	\$1,200.00
803879	Kevin Giannini	\$25.00	HOURLY	888	32.00	\$800.00
		\$25.00	HOURLY	888	0.00	\$0.00
		\$25.00	HOURLY	888	0.00	\$0.00
		\$25.00	HOURLY	888	0.00	\$0.00

Prepared by *[Signature]* 04/24/24  
DATE

Pay Type	Hours	Dollars
REGULAR HOURS	27.50	\$7,578.50
VACATION	0.00	\$0.00
Health Benefit Stipend	0.00	\$461.54
SICK	0.00	\$0.00

**Payroll Batch Control**

Employees 7

Line Entries 8

Total Reg. & Special Hours 27.5

Total Regular & Special Amounts \$8,040.04



<b>VOLUNTEER PAY</b>		\$0.00
<b>TOTAL</b>	<b>27.50</b>	<b>\$8,040.04</b>

0.00 \*  
8,040.04 +  
1,017.50 -  
7,022.54 \*

51000 Regular Pay	\$7,578.50
51015 Sick Pay	\$0.00
51010 Volunteer Pay	\$0.00
53010 Emp Ins & Ben	\$461.54
<b>Total</b>	<b>\$8,040.04</b>

**BEN LOMOND FIRE PROTECTION DISTRICT  
OF SANTA CRUZ COUNTY**

**Date: May 15, 2024**

**To: County Auditor, Controller**

**From: Laurie Dennis (831) 336-5495**

**Subject: Approved Bills for Payment Transmittal**

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Vendor bills have been approved for payment out of district funds totaling an amount of

\$ 139,336.35.

These payments were approved by the Board of Directors during their meeting on

May 15, 2024.

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Signed \_\_\_\_\_

**CLAIMS BY VENDOR**

04/17/2024

*Filter: (Open Claims Only) (Pre-Approved Excluded)*

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
COUNTY OF SANTA CRUZ AUDITOR-CONTROLLER	//	62301	Property Tax Admin. Fee - FY 2023/24 (actuals for 22/23)	\$7,046.00	<input type="checkbox"/>
IHWY, LLC	//	62381	SSL certificate renewal for benlomondfd.com	\$149.00	<input type="checkbox"/>
K2 REFRIGERATION LLC	//	61845	Labor for freezer repair / blowing agent	\$364.88	<input type="checkbox"/>
SANTA CRUZ CO PUBLIC WORKS	//	61425	Dump fees- March 2024	\$111.70	<input type="checkbox"/>
				<b>Total</b>	\$7,671.58



# CLAIMS BY VENDOR

04/24/2024

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
BRAZIL CONSTRUCTION INC	//	61846	Landscape project- completion of interior and side walls, extra stone on upper section of front (approx 30 sf )	\$35,055.00	<input type="checkbox"/>
GROSS, RUSSELL E. , REAL ESTATE, INC.	//	62381	Property Managment - Henfling's Tavern for April 2024	\$157.50	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	86203	Main account bill- 8TB harddrive, 1 camera	\$665.91	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	62219	Main account bill- Adobe, back up software, BLFD website certificate renewal	\$206.85	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	63070	Main account bill- Arden SLV Water billing	\$45.01	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	62715	Main account bill- batteries, keyboard	\$50.27	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61221	Main account bill- Comcast, HULU and Verizon Wireless billings	\$1,104.18	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61310	Main account bill- food itesm: swiftwater training, BFFA training (reimb), station coffee	\$316.47	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	86110	Main account bill- LED strip lighting and connectors, accessories- landscape	\$580.49	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61920	Main account bill- med gloves/ Boundtree order	\$116.94	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61110	Main account bill- patches for Wildland jackets	\$359.71	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	62221	Main account bill- postage	\$28.68	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	61846	Main account bill- remainder Home Depot order, bathroom etc	\$3,200.01	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	//	63070	Main account bill- SLV Water and PG&E billings	\$1,132.31	<input type="checkbox"/>
<b>Total</b>				<b>\$43,019.33</b>	

# CLAIMS BY VENDOR

05/01/2024

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
COMMUNITY FIRST NATIONAL BANK	//	74420	Lease payment 2024 - interest	\$11,606.86	<input type="checkbox"/>
COMMUNITY FIRST NATIONAL BANK	//	74230	Lease payment 2024- principal	\$71,863.75	<input type="checkbox"/>
IHWY, LLC	//	62381	Web hosting / Mail Accts for May 2024	\$72.50	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	61721	Apparatus maintenance (wheel cleaner, wax, etc.)	\$56.09	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	61731	chainsaw repair parts (Stihl cylinders, gaskets, chain sharpener)	\$555.24	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	61846	Station maintenance supplies (power strips, electrical tape, Quikrete, etc)	\$115.32	<input type="checkbox"/>
SILKE COMMUNICATIONS	//	62715	16 Channel radio (w/battery, charger, antenna and clip) for swiftwater (One to be reimbursed by Parks)	\$599.45	<input type="checkbox"/>
<b>Total</b>				<b>\$84,869.21</b>	

# CLAIMS BY VENDOR

05/08/2024

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
BURTON'S FIRE, INC.	//	61721	E2210 replacement window	\$599.72	<input type="checkbox"/>
CAL FIRE- Attn: Accts Receivable	//	62826	FSTEP River & Flood Rescue Tech @8	\$600.00	<input type="checkbox"/>
CALIFORNIA DEPT OF TAX & FEE ADMIN	//	62888	Payment due for diesel fuel tax	\$488.77	<input type="checkbox"/>
FIRE RISK MANAGMENT SERVICES- FRMS	//	53010	Monthly insurance premium - June 2024	\$126.49	<input type="checkbox"/>
L.N. CURTIS & SONS	//	61721	2203 bracket	\$69.00	<input type="checkbox"/>
SCM PERFORMANCE	//	61720	2203 rear springs	\$747.57	<input type="checkbox"/>
WEX BANK	//	62920	Shell Card billing - fuel purchases	\$1,144.68	<input type="checkbox"/>
<b>Total</b>				<b>\$3,776.23</b>	

**Board Mtg. - Vendor Totals  
May 15, 2024**

<b>Vendor Claim Sheets</b>	<b>\$ Amount</b>	<b>Date</b>
Page 1 total	\$7,671.58	17-Apr-24
Page 2 total	\$43,019.33	24-Apr-24
Page 3 total	\$84,869.21	1-May-24
Page 4 total	\$3,776.23	8-May-24
Page 5 total		
<b>Grand Total Vendor Claims</b>	<b>\$139,336.35</b>	

TOTALS



# BEN LOMOND FIRE PROTECTION DISTRICT

## Board Meeting

Minutes Regular Board Meeting

Wednesday, April 17, 2024 at 8:00 AM

Ben Lomond Firehouse, 9430 Hwy 9, Ben Lomond, California

Telephone: 831-336-5495 Fax: 831-336-0300

### Roll Call

**Directors Present:** Chairperson Director Sean Castagna,, (Vice) Director Glen Cady Director Lisa Hill, Director Dave Bingham & Director Tom Maxson

**Fire District Staff:** Chief Brownlee

**Absent:**

**Also Present** Mike Ayers

**FLAG SALUTE/MOMENT OF SILENCE**

**ROLL CALL**

**CALL TO ORDER BOARD REGULAR BOARD MEETING**

The meeting of the Board of Directors of the Ben Lomond Fire Protection District was held on Wednesday, April 17, 2024, Chairperson Castagna called the meeting to order at 8:02 AM.

**OPEN TIME FOR PUBLIC EXPRESSION**

Please observe a three-minute time limit

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board deliberation will be considered for placement on the agenda for discussion at a future meeting. There will also be an opportunity to comment on action items, following Board discussion and before any action is taken. The Board asks anyone who speaks to state their name.

**PUBLIC EXPRESSION-** None

**DIRECTOR MATTERS/AGENDA AMENDMENTS-** None

Any changes to the agenda may be made at this time.

**CHIEF'S REPORT**

The Fire Chief will report on the district's business activities and operations.

**COMMUNICATIONS** – Chief advised 700 forms are due before April

**BOARD CALENDER EVENTS-** None

**COMMITTEE REPORTS-** None

Directors may report on committee activities and meetings

**CONSENT CALENDAR ITEMS**

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person.

1. Approval of Minutes March 21, 2023
  - 1.1 Regular Meeting of April 17, 2024
2. Approval of Expenditures for April 17, 2024
  - 1.1 Paid bills in the amount of \$63,747.66
  - 1.2 Paid Payroll in the amount of \$ 17,219.08

Approval of Consent Calendar Items

Motion was made by Director Maxson seconded by Director Hill to approve all Consent Calendar items

Ayes: Chairperson Director Castagna, Director Hill, Glen Cady, Director Maxson and Director Bingham

Noes: None

Abstain: None

Absent: None

## Old BUSINESS

1. Upstairs (Discussion/Action)

**Key discussion points:** Everything has been ordered and delivered progress is starting

**Decision(s) made:**

**Action items and assignee(s)**

2. Mill St. (Discussion/Action)

**Key discussion points:** Work has been completed and Board will like it removed from the agenda

**Decision(s) made:**

**Action items and assignee(s) Deadline date 12/2023**

3. SOP Review

**Key discussion points:** SOP# 2020.

**Decision(s) made:** Board will do more research on the Calif paid sick leave

**Action items and assignee(s)**

4. LAFCO

**Key discussion points:** Remove from agenda until report comes out

**Decisions made:**

**Action Items and assignees:**

5. Landscaping

**Key discussion points:** Almost complete.

**Decisions Made:**

**Action Items and assignees:**

6. Arden Property

**Key discussion points:** Remove from agenda

**Decisions Made:**

**Action Items and assignees:**

7. Glen Arbor Project

**Key discussion points:** Remove from agenda until further

**Decisions made:**

**Action Items and assignees:**

8. Type 3

**Key discussion points:** Do more investigating

**Decisions made:**

**Action Items and assignees:**

9. Henflings

**Key discussion points:** Chief call Russell

**Decisions made:** Set up another walk through with Board at the next meeting

**Action Items and assignees:**

10. Felton Fire Activities

**Key discussion points:**

**Decisions made:** Board will send a email to Felton Fire Board regarding shared services.

**Action Items and assignees:**

**CLOSED SESSION-**

At any time during the regular meeting, the Board may adjourn to a closed session to consider land negotiations, litigation, and personnel matters or to discuss with legal counsel matter within the attorney-client privilege. Authority; Gov. Code Section Code §54956.8, 54956.9, and 54957: Fire Chief: Board went into closed session regarding an email that they received. Reportable action Chair Sean Castagna will send a letter informing that the matter has been discussed and is closed.

**INFORMATION/FUTURE MEETINGS**

Items of a general nature that the staff wishes to bring to the attention of the Board, and any future agenda items.

**FUTURE MEETINGS**

Regular Board Meeting – April 17, 2024

**ADJOURNMENT**

The meeting was adjourned at 10:30 AM

ATTEST:

\_\_\_\_\_  
Chairperson Castagna

\_\_\_\_\_  
Stacie Brownlee, Secretary



# BEN LOMOND FIRE PROTECTION DISTRICT

## Board Meeting

Minutes Special Board Meeting

Wednesday, April 24, 2024 at 7:30 PM

Ben Lomond Firehouse, 9430 Hwy 9, Ben Lomond, California

Telephone: 831-336-5495 Fax: 831-336-0300

### Roll Call

**Directors Present:** Chairperson Director Sean Castagna, (Vice) Director Glen Cady Director Lisa Hill, & Director Tom Maxson. Felton Fire Board members: Norm Crandell & Mark Rose and Chief Walters

**Fire District Staff:** Chief Brownlee, Assistant Chief Mike Ayers, Captain Nick Burgess, Captain Mark Brown, Engineer Jesse LaVerne. Felton Staff- Captain Ian Jones, Captain Sam Moeller & Firefighter Aiden Malmberg

**Absent:** Director Dave Bingham

**Also Present** Don Jarvis, Evie Bingham & Jack Munsey

**FLAG SALUTE/MOMENT OF SILENCE**

**ROLL CALL**

**CALL TO ORDER SPECIAL BOARD MEETING**

The meeting of the Board of Directors of the Ben Lomond Fire Protection District was held on Wednesday, April 24, 2024, Chairperson Castagna called the meeting to order at 7:30 PM.

**OPEN TIME FOR PUBLIC EXPRESSION**

Please observe a three-minute time limit

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board deliberation will be considered for placement on the agenda for discussion at a future meeting. There will also be an opportunity to comment on action items, following Board discussion and before any action is taken. The Board asks anyone who speaks to state their name.

**PUBLIC EXPRESSION-** None

**DIRECTOR MATTERS/AGENDA AMENDMENTS-** None

1. Felton Fire Activities

**Key discussion points:** Shared service provided by Ben Lomond Fire to Felton Fire

**Decisions made:** Chairperson Castagna asked the Felton Fire Board what they needed from Ben Lomond. Director Crandell response- a part time Chief 5 to 10 hr. a week.

Representation at task groups, day and night shifts if no Felton personnel can fill. Fire prevention, training, grant funding and staffing. Felton also said that they have the duty shifts and day shifts covered that they need night covered. Felton brings to the table, day to day BC, CSG fire prevention shared service. Ben Lomond Board asked time frame that they would need this. Felton Board responded ASAP Ben Lomond Board asked. When they promoted a BC. Felton's Board responded at our April 18<sup>th</sup> meeting at closed session. Why this was not brought to Ben Lomond attention that this was in the works. Ben Lomond sent Felton's Board with a list of operational questions and legal questions to research and get back to Ben Lomond. Ben Lomond Board requested maybe a working document for both Boards to share. Don Jarvis explained to the Boards that this is not a new concept shared service. But understands the concerns that Ben Lomond has about PERS. Chief Walters told the Ben Lomond Board that they have other options on the table. Cal Fire, Scotts Valley and possibly Central that are also interested in shared service for Felton. Ben Lomond Board



asked what other departments had been asked. Chief Walters said Zayante was approached but they declined due to PERS. Boulder Creek Board said no. Ben Lomond Board told Feltons Board that they do not want to rush into this. Feltons Board finished with the wish is to keep it a volunteer department. Ben Lomond Board advised the Feltons Board that they will wait to hear from them on the concerns that Ben Lomond has and the answers that they get back from attorneys.

**Action Items and assignees: Felton to come back to Ben Lomond with the questions and answers by Felton's Board and or attorney**

**CLOSED SESSION-**

At any time during the regular meeting, the Board may adjourn to a closed session to consider land negotiations, litigation, and personnel matters or to discuss with legal counsel matter within the attorney-client privilege. Authority; Gov. Code Section Code §54956.8, 54956.9, and 54957: Fire Chief: Board went into closed session regarding an email that they received. None

**INFORMATION/FUTURE MEETINGS**

Items of a general nature that the staff wishes to bring to the attention of the Board, and any future agenda items.

**FUTURE MEETINGS**

Regular Board Meeting – TBA

**ADJOURNMENT**

The meeting was adjourned at 8:30PM AM

ATTEST:

\_\_\_\_\_  
Chairperson Castagna

\_\_\_\_\_  
Stacie Brownlee, Secretary

# General Ledger

As Of = @today; Years = 1; Closed = N; Chart Fields = FundType,Fund,SubFund,Object,GLAccount  
 Fund Type [76] and Fund [76465] and Sub Fund [76465001] and Object [34350, 34351, 34352, 34353, 34354, 34355, 34358]

FY 2024

Object	GL Object Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance	Count
<b>GL Acct: 342 – FUND BAL-COMMITTED</b>						
34350	COMMITTED - BLDG IMPR/RETROFT	-158,000.00	0.00	0.00	-158,000.00	1
34351	COMMITTED - MOBILE EQMT REPLC	-578,680.00	0.00	0.00	-578,680.00	1
34352	COMMITTED - WORKERS COMP	-562,064.00	0.00	0.00	-562,064.00	1
34354	COMMITTED - CONTENGENCIES	-69,239.44	0.00	0.00	-69,239.44	1
34358	COMMITTED - CLOTHG&PERSONL RES	-326,232.76	0.00	0.00	-326,232.76	1
<b>Total 342 – FUND BAL-COMMITTED</b>		<b>-1,694,216.20</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,694,216.20</b>	<b>5</b>
		<b>-1,694,216.20</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,694,216.20</b>	<b>5</b>

*\$ 526,232.76*

# BEN LOMOND FIRE PROTECTION DISTRICT



## Fiscal Year 2024-2025 Preliminary Budget

### 40100 PROPERTY TAX-CURRENT SEC-GEN

1	\$1,086,156		
		Total	\$1,086,156

### 40110 PROPERTY TAX-CURRENT UNSEC-GEN

1	\$21,744		
		Total	\$21,744

### 40440 RENTS AND CONCESSIONS

1 Henflings monthly rental (\$3,824 /mo)	\$45,888		
2 Verizon monthly rental (\$652/ mo)	\$7,824		
		Total	\$53,712

### 40830 ST-HOMEOWNERS' PROPERTY TAX RELIEF

1	\$5,128		
		Total	\$5,128

Total Tax	\$1,113,028
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GRAND TOTAL REVENUES	\$1,166,740
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**54010 WORKERS COMPENSATION INSURANCE**

1 Insurance Contributions	\$20,000		
		Total	<b>\$20,000</b>

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TOTAL SALARIES & BENEFITS **\$439,525**

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**61110 CLOTHING & PERSONAL SUPPLIES**

*Items for personal use, including safety equipment: Badges, belts, gloves, goggles, helmets, masks, raincoats, rubber boots, uniforms, uniform allowance*

1 PPE	\$19,000		
2 Helmet Shields	\$1,500		
3 Passport/Accountability Equipment	\$1,000		
4 Match AFG funds 50/50 Grant	\$10,000		
5 Helmet lights	\$1,500		
6 Other	\$1,500		
		Total	<b>\$34,500</b>

**61215 RADIO SERVICES**

*Special communication equipment*

1 Netcom Services	\$17,000		
2 County Radio Shop Services	\$500		
3 Tablet Command	\$10,000		
4 Other radio	\$16,179		
		Total	<b>\$43,679</b>

**61221 TELEPHONE-NON TELECOM**

1 Internet and telephone service (Comcast, HULU)	\$8,000		
2 Cellular phone service (incl. ipads)(Verizon)	\$10,000		
3 Misc.	\$500		
		Total	<b>\$18,500</b>

**61310 Food**

1 Food-Fire Calls / Meetings / Paynight	\$8,000		
		Total	<b>\$8,000</b>

**61730 MAINT-OTHER EQUIPMENT-SERVICES-labor**  
*Costs of repairing firefighting equip. and related equip.; Cost of repairing rescue equip.*

1 Ladder Testing	\$600		
2 Maint. chainsaw	\$720		
3 Santa Cruz Fire Equip maint all fire extinguishers	\$1,075		
4 Gas Sensor Maintenance (O2 & CH4)	\$800		
5 Hurst hydraulic tools	\$2,000		
6 Misc. Repairs	\$2,805		
		Total	<b>\$8,000</b>

**61731 MAINT-OTH EQUIP-SUPPLIES**  
*Costs of repairing firefighting equip. and related equip.parts*

1 Chainsaw chains, misc. parts	\$3,500		
2 Misc. parts	\$2,000		
		Total	<b>\$5,500</b>

**61845 MAINT-STRUCT/IMPS/GRDS-OTHER-SERVICES**  
*\*Any cost to maintain or make structural improvements or improvements to buildings or grounds*

1 Generator - Annual maintenance	\$555		
2 Septic Tank Maintenance	\$500		
3 Furnace Maintenance	\$410		
4 S. Cruz Fire Equip maint on kitchen Extg Sys	\$700		
5 Health Permit Fees	\$2,000		
6 General building maintenance services	\$5,835		
		Total	<b>\$10,000</b>

**61846 MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES**  
*\*Any cost to maintain or make structural improvements or improvements to buildings or grounds*

1 General building maintenance supplies	\$10,495		
2 Misc. supplies	\$8,067		
		Total	<b>\$18,562</b>

**62223 OFFICE SUPPLIES**

1 Office Supplies	\$500	
2 Misc.	\$500	
	Total	<b>\$1,000</b>

**62301 ACCOUNTING AND AUDITING FEES**

1 Payroll /Claims Services for FY	\$3,500	
2 Property Tax Admin. Fees	\$8,000	
3 Annual Audit (not in 2024/25)	\$8,000	
	Total	<b>\$19,500</b>

**62327 DIRECTORS' FEES**

*Fees paid to Fire Commissioners*

1 Meeting fees	\$8,000	
	Total	<b>\$8,000</b>

**62358 LAUNDRY SERVICES**

1 Cleaning of PPE	\$450	
	Total	<b>\$450</b>

**62367 MEDICAL SERVICES-OTHER**

1 FF Physicals / follow-up tests	\$12,000	
	Total	<b>\$12,000</b>

	2 9430 Hwy 9 (PG&E)	\$12,000	
	3 SLV Water (station & Arden)	\$4,000	
			<b>Total                    \$16,500</b>
<b>74230</b>	<b>PRINCIPAL ON LEASE PURCHASES</b>		
	1 New Engine Lease - Type 3	\$74,700	
			<b>Total                    \$74,700</b>
<b>74420</b>	<b>INTEREST ON LEASE PURCHASES</b>		
	1 New Engine Lease - Type 3	\$8,900	
			<b>Total                    \$8,900</b>
<b>86110</b>	<b>BUILDINGS AND IMPROVEMENTS</b>		
	<i>Major alterations or improvements to existing structures: Buildings, landscaping, Pipelines, Wells, pavement, Drains, Fences, Hydrant.</i>		
	1 Station repairs	\$14,500	
	2 Landscape / station front project	\$32,000	
	3 Upstairs	\$20,000	
			<b>Total                    \$66,500</b>
<b>86203</b>	<b>EQUIPMENT (Computer Equipment)</b>		
	1 Replace computer equip.	\$10,000	
			<b>\$10,000</b>
<b>86204</b>	<b>EQUIPMENT</b>		
	<i>Expenditures for the acquisition of physical property of a permanent nature other than land, buildings and improvements. Include: Freight or other carriage charges; Sales, use and transportation taxes; installation costs.</i>		
	1 Misc.	\$5,513	
			<b>Total                    \$5,513</b>

**86209 MOBILE EQUIPMENT**

1 Chevrolet 2500HD 4WD

\$82,700

Total

**\$82,700**

**Grand Total**

**\$1,166,740**

04/15/24