



# **PENRYN FIRE PROTECTION DISTRICT**

## **NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Monday, January 20, 2025**

**Fire Station 38, 7206 Church Street, Penryn, CA 95663**

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact [marmstrong@placerhillsfire.org](mailto:marmstrong@placerhillsfire.org) at least twenty-four (24) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

### **MEETING AGENDA @ 6:30 P.M.**

- 1. CALL MEETING TO ORDER / ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES:** December 16, 2024 Meeting Minutes
- 5. FINANCIAL REPORT & BILL APPROVAL**
- 6. CORRESPONDENCE**
- 7. PUBLIC COMMENT**

(The Penryn Fire Protection District Board of Directors has provided this period for members of the public to be given the opportunity to address the board on items of interest to the public, which are applicable to the district. No action may be taken on any matter, which is not already on the agenda for consideration. The reasonable time frame for public comment will be limited to three (3) minutes per person, unless specifically authorized otherwise by the Chair.)

### **8. INFORMATIONAL / NON-ACTION ITEMS:**

- A. Nevada County Professional Firefighters, Local 3800 Report
- B. Administrative Staff Monthly Reports:
  - 1) Fire Chief Gow
  - 2) Fire Marshal D'Ambrogi
  - 3) Battalion Chiefs Nelson, Slusher and Williamson
- C. Director Committee Reports
  - 1) Personnel Committee
  - 2) Finance and Administrative Contract Oversight
  - 3) Ad hoc Committee for future cooperation with other fire departments: On hold
- D. Update on replacement of the Brush Engine

### **ACTION ITEMS**

9. Consider and approve Resolution No. 2025-01 Authorizing application for Federal Excess Personal Property (FEPP) Program
10. Consider and approve the purchase of 6 surplussed Self-Contained Breathing Apparatus, 2 new Self-Contained Breathing Apparatus, and other required equipment for an amount not to exceed \$48,000.00

### **MEETING ADJOURNMENT**

**Next meeting:** Monday, February 17, 2025 6:30 PM - 8:00 PM (PST)



# PENRYN FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

## MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Mahoney, Directors Neifer and Shields

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### MINUTES OF THE REGULAR MEETING December 16, 2024

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 pm.

Directors in attendance: Cheryl Hotaling, Danielle Hardesty, Susan Mahoney, Randy Neifer, and Larry Shields.

Directors absent: None

Staff in attendance: Fire Chief Gow, Fire Marshal D'Ambrogi, District Manager Armstrong, and Battalion Chief Williamson.

2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Director Neifer moved to approve the agenda. Director Mahoney seconded the motion that passed unanimously.
4. **Approval of Minutes:** Director Neifer moved to approve the minutes for the meeting on November 18, 2024. Director Mahoney seconded the motion that passed unanimously.
5. **Financial Report & Bill Approval:** Director Mahoney moved to approve the financial report and expenses. Director Neifer seconded the motion that passed unanimously.
6. **Correspondence:** N/A
7. **Public Comment:** N/A
8. **Informational/Non-Action Items:**

**A. Nevada County Professional Firefighters, Local 3800 (Local 3800):** N/A

**B. Fire Chief Gow's Report:**

1. Current projects; SCBA purchase and new medical exam provider
2. Working on the Type III Wildland engine replacement options, should be completed in the next 4-8 weeks
3. Update on the reorganization of Placer Hills and Newcastle Fire Protection Districts; MSR has been completed and LAFCO opened a public comment period. At the LAFCO meeting on January 8<sup>th</sup> there will be a presentation on the MSR.
4. LAFCO is working with South Placer to add their ambulance services in the Loomis area. South Placer Fire asked for my support on these efforts, provided a comment of support at the recent LAFCO meeting. SSV spoke in opposition against the change in ambulance service.

**Fire Marshal D'Ambrogi's Report:**

1. Completed 1 single family dwelling plan, 1 single family dwelling hydro/rough and 1 propane.
2. A residence on Peach Tree Ln. is going through the process of getting a permit to hold 4 events annually
3. 1 variance set back for a property on Butler Circle
4. Met with the Hope Way project manager, a positive relationship building meeting
5. Placer County is in the process of updating their codes. There are only a few items that may have an impact on the fire districts. They are considering making the process for a variance an administrative task. ADU's are limited on the size of their decks, they are considering increasing the square footage.
6. AB937 is a bill related to how impact/mitigation fees are collected, after receiving guidance from legal we will continue to collect fees as we always have.
7. County looking to change to a digital plan review system, more updates to follow.

**Battalion Chief Williamson report:**

1. Station hot water tank failed, was replaced last month.
2. 525 calls year to date; 55 fires, 229 EMS calls

**C. Director Committee Reports**

1. **Personnel Committee:** No report
2. **Administrative Contract & Finance Oversight Committee:** No report
3. **Ad hoc committee for future cooperation with other fire departments.** No report

**9. Action Items**

**A. Oath of office for Directors Diego Heimlich and Robert Verdugo**

Chair Hotaling administered the Oath of Office for Directors Diego Heimlich and Robert Verdugo. Directors Neifer and Mahoney vacated their seats on the Board and Director Heimlich and Verdugo took their places.

**B. Consider and approve meeting dates for 2025**

Chair Hotaling confirmed with the board that the 3<sup>rd</sup> Monday of the month at 6:30pm still works for everyone. Motion made by Director Hardesty to approve the meeting dates for 2025. Director Shields seconded the motion, the motion passed unanimously.

**C. Elect board officers and review committee assignments for calendar year 2025**

Chair: Director Hardesty nominated Chair Hotaling. Director Shields seconded the motion that was passed unanimously.

Vice-Chair: Chair Hotaling nominated Director Hardesty. Director Shields seconded the motion that was passed unanimously.

Secretary: Chair Hotaling nominated Director Shields. Director Hardesty seconded the motion that was passed unanimously.

Committee Assignments:

Personnel: Chair Hotaling and Director Hardesty volunteered to remain on the committee.

Motion made by Chair Hotaling to approve the committee assignments. Director Shields seconded the motion that passed unanimously.

Finance and Contract Oversight: Director Hardesty and Director Shields volunteered to be on the committee. Motion made by Chair Hotaling to approve the committee assignments. Director Verdugo seconded the motion that passed unanimously.

Ad Hoc for Future Cooperation: Director Hardesty and Director Shields volunteered to be on the committee. Motion made by Chair Hotaling to approve the committee assignments. Director Heimlich seconded the motion that passed unanimously.

**D. Consider and approve to surplus 12 Scott Self-Contained Breathing Apparatus**

Chief Gow reported that we anticipate receiving approval from South Placer Fire to purchase their surplussed SCBA's, once approved by their board of directors. This would create a savings of approximately \$50-60,000. If the Penryn Fire SCBA's are surplussed we approximate being able to sell them for \$20,000.

Motion made by Director Hardesty to approve surplus 12 Scott Self-Contained Breathing Apparatus. Director Heimlich seconded the motion that passed unanimously.

**E. Presentation to Susan Mahoney and Randy Neifer for appreciation of their services to the people of Penryn**

Chair Hotaling presented a certificate of appreciation to Director Neifer and Director Mahoney for their services to the fire district and the community of Penryn

**The meeting was adjourned at 7:15pm.**

**Next Board Meeting: Monday, January 20, 2025 6:30 PM - 8:00 PM (PST)**

Respectfully submitted,



District Manager

**Penryn Fire Protection District**  
**FY 2024-2025 through November 2024**  
**OPERATING FUND**

<b>ASSETS</b>		
Cash		1,519,381.35
Total Assets		1,519,381.35
<b>LIABILITIES</b>		
Other payables		8,361.25
Payroll payables		30,329.05
Compensated Absences		
Total Liabilities		<u>38,690.30</u>
<b>FUND BALANCE</b>		
Beginning Balance		1,319,125.89
Beginning Balance - Committed		598,412.07
Revenues		110,062.14
Expenses		<u>(546,909.05)</u>
Ending Balance		882,278.98
Ending Balance - Committed		598,412.07
Total Liabilities and Fund Balance		1,519,381.35

**Penryn Fire Protection District**  
**FY 2024-2025 through November 2024**  
**MITIGATION FUND**

<b>ASSETS</b>		
Cash		421,248.23
Total Assets		421,248.23
<b>LIABILITIES</b>		
Payables		-
Total Liabilities		-
<b>FUND BALANCE</b>		
Beginning Balance - Unrestricted		41,003.56
Beginning Balance - Capital		339,877.49
Revenues		45,724.44
Expenses		5,357.26
Ending Balance - Unrestricted		81,370.74
Ending Balance - Capital		339,877.49
Total Liabilities and Fund Balance		421,248.23

# Trial Balance - Composite

07:06 PM

12/14/2024

Page 1 of 2

Company: CO500 Penryn Fire

Ledger: Actuals

Time Period: Current Period

Period: FY2025 - Nov

Translation Currency: USD

Account Translation Rule Set: Placer Translation Rule Set

Worktags: Fund: FD32807 Penryn Fire

Perform Intercompany Eliminations: No

Perform Interworktag Eliminations: No

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
10010:Cash in Treasury - Unrestricted	985,212.87	770,259.95	236,091.47	1,519,381.35
10099:Cash - Conversion	0.00	28,844.99	28,844.99	0.00
10120:Claim on Cash	0.00	0.00	0.00	0.00
10330:Investment Interest Receivable	0.00	0.00	0.00	0.00
10441:Due from Other Governments - External System	0.00	0.00	0.00	0.00
20020:Vouchers Payable	(21,314.85)	29,537.61	16,584.01	(8,361.25)
20030:Vouchers DD Payable	0.00	0.00	0.00	0.00
20180:Salaries & Benefits Payable	(30,266.33)	89,710.37	88,412.33	(28,968.29)
20240:Payroll Liabilities	(359.18)	0.00	1,001.58	(1,360.76)
20410:Deferred Inflows Related to Unavailability	0.00	0.00	0.00	0.00
20640:Compensated Leave Balance - Long-Term	0.00	0.00	0.00	0.00
30120:Unassigned Fund Balance	0.00	0.00	0.00	0.00
30121:Fiduciary Net Position	(1,319,125.89)	0.00	0.00	(1,319,125.89)
30310:Committed Fund Balance	0.00	0.00	598,412.07	(598,412.07)
40060:Taxes - Current Unsecured Property	(11,274.31)	0.00	979.67	(12,253.98)
40090:Taxes - Delinquent Unsecured Property	(2.82)	0.00	110.95	(113.77)
40100:Taxes - Current Supplemental Property	(376.55)	0.00	0.00	(376.55)
40110:Taxes - Delinquent Supplemental Property	(0.01)	0.00	21.24	(21.25)
40180:Other Taxes	(1,768.60)	0.00	0.00	(1,768.60)
42010:Investment Income	(14,566.38)	6.17	3,777.79	(18,338.00)
44350:State Homeowners Property Tax Relief	0.00	0.00	465.95	(465.95)
46030:Direct Charges	(4,748.72)	0.00	0.00	(4,748.72)
46090:Planning and Engineering Services	(750.00)	0.00	0.00	(750.00)
46360:Other Fees and Charges	(24,986.27)	0.00	45,517.82	(70,504.09)
48030:Miscellaneous	(221.23)	0.00	500.00	(721.23)
51010:Salaries and Wages	155,479.98	57,981.48	0.00	213,461.46
51040:Overtime and Call Back	82,127.43	21,101.20	0.00	103,228.63
51210:Retirement	24,862.00	8,214.22	0.00	33,076.22
51220:Payroll Tax	3,361.97	1,115.43	0.00	4,477.40
51270:PERS Pension Expense	319.41	0.00	59.94	259.47
51310:Employee Group Insurance	13,052.86	6,931.42	2,155.62	17,828.66
51360:Workers Comp Insurance	24,517.50	0.00	0.00	24,517.50
52030:Clothing and Personal	6,314.57	0.00	0.00	6,314.57
52040:Communication Services Expense	1,117.57	438.68	0.00	1,556.25
52080:Insurance	4,818.00	4,818.00	0.00	9,636.00
52160:Maintenance	4,435.75	0.00	0.00	4,435.75
52170:Fuels & Lubricants	2,969.63	509.47	0.00	3,479.10
52180:Materials - Buildings & Improvements	548.44	171.51	0.00	719.95
52260:Misc Expense	1,703.38	123.00	0.00	1,826.38

# Trial Balance - Composite

07:06 PM

12/14/2024

Page 2 of 2

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
52330:Other Supplies	2,778.31	190.53	0.00	2,968.84
52360:Professional and Special Services - General	94,432.91	0.00	0.00	94,432.91
52370:Professional and Special Services - Legal	5,855.58	2,681.40	0.00	8,536.98
52390:Professional and Special Services - County	3,866.34	0.00	0.00	3,866.34
52510:Commissioner's Fees	1,125.00	300.00	0.00	1,425.00
52785:Training / Education	4,425.00	0.00	0.00	4,425.00
52800:Utilities	6,371.46	0.00	0.00	6,371.46
53190:Taxes and Assessments	65.18	0.00	0.00	65.18
54460:Capital Assets - Other Agencies - Equipment	0.00	0.00	0.00	0.00
59998:Labor Hours Debit	7,493.50	2,579.00	0.00	10,072.50
59999:Labor Hours Credit	(7,493.50)	(2,579.00)	0.00	(10,072.50)
<b>Total</b>	<b>0.00</b>	<b>1,022,935.43</b>	<b>1,022,935.43</b>	<b>0.00</b>

# Placer Special Districts Budget to Actuals

07:02 PM

12/14/2024

Page 1 of 2

Company: CO500 Penryn Fire

Budget Structure: Special District Budget - Detail Level

Period: FY2025 - Nov

Time Period: Current Period YTD

Cost Center(s): CC81000 Penryn Fire District

Ignore Commitments: No

Fund(s): FD32807 Penryn Fire

Program: PG810000 Penryn Fire

Account Set	Budget	Commitments	Obligations	Actuals	Balance	Percentage of Budget
Total Revenue	(1,296,219.00)	0	0	(105,313.42)	(\$1,190,905.58)	8.12%
40010:Taxes - Current Secured Property	(599,068.00)	0	0	0	(\$599,068.00)	0.00%
40040:Taxes - Railroad Unitary Property	(634.00)	0	0	0	(\$634.00)	0.00%
40050:Taxes - Unitary and Op Non-Unitary Property	(12,784.00)	0	0	0	(\$12,784.00)	0.00%
40060:Taxes - Current Unsecured Property	(13,084.00)	0	0	(12,253.98)	(\$830.02)	93.66%
40090:Taxes - Delinquent Unsecured Property	0	0	0	(113.77)	\$113.77	0.00%
40100:Taxes - Current Supplemental Property	(13,848.00)	0	0	(376.55)	(\$13,471.45)	2.72%
40110:Taxes - Delinquent Supplemental Property	0	0	0	(21.25)	\$21.25	0.00%
40180:Other Taxes	(114,018.00)	0	0	(1,768.60)	(\$112,249.40)	1.55%
42010:Investment Income	(40,000.00)	0	0	(18,338.00)	(\$21,662.00)	45.85%
44350:State Homeowners Property Tax Relief	(3,026.00)	0	0	(465.95)	(\$2,560.05)	15.40%
46030:Direct Charges	(491,257.00)	0	0	0	(\$491,257.00)	0.00%
46090:Planning and Engineering Services	(6,500.00)	0	0	(750.00)	(\$5,750.00)	11.54%
46360:Other Fees and Charges	0	0	0	(70,504.09)	\$70,504.09	0.00%
48030:Miscellaneous	(2,000.00)	0	0	(721.23)	(\$1,278.77)	36.06%
Total Expenses	1,408,784.00	0	0	546,861.56	\$861,922.44	38.82%
Total Capital Assets	0	0	0	0.00	\$0.00	0.00%
54460:Capital Assets - Other Agencies - Equipment	0	0	0	0.00	\$0.00	0.00%
Total Expenses ( Non Capital Assets )	1,408,784.00	0	0	546,861.56	\$861,922.44	38.82%
51010:Salaries and Wages	537,859.00	0	0	213,461.46	\$324,397.54	39.69%
51040:Overtime and Call Back	94,500.00	0	0	103,228.63	(\$8,728.63)	109.24%
51110:Other Payroll	26,782.00	0	0	0	\$26,782.00	0.00%
51210:Retirement	76,454.00	0	0	33,076.22	\$43,377.78	43.26%

# Placer Special Districts Budget to Actuals

07:02 PM

12/14/2024

Page 2 of 2

Account Set	Budget	Commitments	Obligations	Actuals	Balance	Percentage of Budget
51220:Payroll Tax	16,405.00	0	0	4,477.40	\$11,927.60	27.29%
51270:PERS Pension Expense	0	0	0	259.47	(\$259.47)	0.00%
51310:Employee Group Insurance	75,665.00	0	0	17,828.66	\$57,836.34	23.56%
51360:Workers Comp Insurance	67,357.00	0	0	24,517.50	\$42,839.50	36.40%
52030:Clothing and Personal	32,500.00	0	0	6,314.57	\$26,185.43	19.43%
52040:Communication Services Expense	6,500.00	0	0	1,556.25	\$4,943.75	23.94%
52080:Insurance	21,301.00	0	0	9,636.00	\$11,665.00	45.24%
52160:Maintenance	22,000.00	0	0	4,435.75	\$17,564.25	20.16%
52170:Fuels & Lubricants	20,000.00	0	0	3,479.10	\$16,520.90	17.40%
52180:Materials - Buildings & Improvements	10,000.00	0	0	719.95	\$9,280.05	7.20%
52240:Professional / Membership Dues	1,000.00	0	0	0	\$1,000.00	0.00%
52260:Misc Expense	2,000.00	0	0	1,826.38	\$173.62	91.32%
52320:Printing	500.00	0	0	0	\$500.00	0.00%
52330:Other Supplies	28,000.00	0	0	2,968.84	\$25,031.16	10.60%
52360:Professional and Special Services - General	217,121.00	0	0	94,432.91	\$122,688.09	43.49%
52370:Professional and Special Services - Legal	10,000.00	0	0	8,536.98	\$1,463.02	85.37%
52390:Professional and Special Services - County	15,770.00	0	0	3,866.34	\$11,903.66	24.52%
52510:Commissioner's Fees	4,500.00	0	0	1,425.00	\$3,075.00	31.67%
52560:Small Equipment	95,000.00	0	0	0	\$95,000.00	0.00%
52580:Special Department Expense	500.00	0	0	0	\$500.00	0.00%
52785:Training / Education	10,000.00	0	0	4,425.00	\$5,575.00	44.25%
52800:Utilities	17,000.00	0	0	6,371.46	\$10,628.54	37.48%
53190:Taxes and Assessments	70.00	0	0	17.69	\$52.31	25.27%
Facilities and Administration Cost Revenue and Expense	0	0	0	0	0.00	0.00%
42840:Facilities and Administration Cost Revenue	0	0	0	0	0.00	0.00%
52840:Facilities and Administrative Costs Expense	0	0	0	0	0.00	0.00%



# Placer Income Statement

07:11 PM

12/14/2024

Page 1 of 1

Company: CO500 Penryn Fire

Ledger: Actuals

Period: FY2025 - Nov

Translation Currency: USD

Account Translation Rule Set: Placer Translation Rule Set

Worktags: FD32807 Penryn Fire

	Current Period Actuals	YTD Actuals	Prior YTD Actuals	Variance	% Variance
		2024-11	2023-11		
<b>Income</b>					
Charges for Services	45,518	76,003	27,248	18,269.81	67.1%
Taxes	1,112	14,534	13,828	(12,715.95)	(92.0%)
Intergovernmental Revenue	466	466	8,431	(7,965.48)	(94.5%)
Licenses, Permits & Franchises	0	0	0	0.00	0.0%
Miscellaneous Revenues	500	721	(21,679)	22,179.03	(102.3%)
Revenue from Use of Money & Property	0	0	0	0.00	0.0%
Other Financing Sources	0	0	0	0.00	0.0%
Donations	0	0	300	(300.00)	(100.0%)
Fines, Forfeits & Penalties	0	0	0	0.00	0.0%
Non-Operating Revenue	3,772	18,338	13,073	(9,301.08)	(71.1%)
<b>Total Revenue</b>	<b>51,367</b>	<b>110,062</b>	<b>41,201</b>	<b>(10,166.33)</b>	<b>24.7%</b>
<b>Expenses</b>					
Salaries & Employee Benefits	93,128	396,849	294,865	(201,736.38)	(68.4%)
Services and Supplies	9,233	149,995	137,948	(128,715.44)	(93.3%)
Capital Asset Expenses	0	0	0	0.00	0.0%
Other Charges	0	65	67	(67.14)	(100.0%)
Capital Asset Transfer (Out)	0	0	0	0.00	0.0%
Other Financing Uses	0	0	0	0.00	0.0%
Imprest Cash Clearing Category	0	0	0	0.00	0.0%
Appropriation for Contingencies Category	0	0	0	0.00	0.0%
Cost Allocation Category	0	0	0	0.00	0.0%
<b>Total Operating Expenses</b>	<b>102,361</b>	<b>546,909</b>	<b>432,880</b>	<b>(330,518.96)</b>	<b>(76.4%)</b>
Intra Fund Transfers	0	0	0	0.00	0.0%
<b>Total Other Income/Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>50,994</b>	<b>436,847</b>	<b>391,679</b>	<b>(340,685.29)</b>	<b>(87.0%)</b>

# Placer Special Districts Budget to Actuals

07:02 PM  
12/14/2024  
Page 1 of 1

Company: CO500 Penryn Fire  
Budget Structure: Special District Budget - Detail Level  
Period: FY2025 - Nov  
Time Period: Current Period YTD  
Cost Center(s): CC81000 Penryn Fire District  
Ignore Commitments: No  
Fund(s): FD32807 Penryn Fire  
Program: PG810002 Penryn Fire Measure A

Account Set	Budget	Commitments	Obligations	Actuals		Balance	Percentage of Budget
Total Revenue	0	0	0	(4,748.72)		\$4,748.72	0.00%
46030:Direct Charges	0	0	0	(4,748.72)		\$4,748.72	0.00%
Total Expenses	0	0	0	47.49		(\$47.49)	0.00%
Total Capital Assets	0	0	0	0		0.00	0.00%
Total Expenses ( Non Capital Assets )	0	0	0	47.49		(\$47.49)	0.00%
53190:Taxes and Assessments	0	0	0	47.49		(\$47.49)	0.00%
Facilities and Administration Cost Revenue and Expense	0	0	0	0		0.00	0.00%
42840:Facilities and Administration Cost Revenue	0	0	0	0		0.00	0.00%
52840:Facilities and Administrative Costs Expense	0	0	0	0		0.00	0.00%

06:36 PM  
12/14/2024  
Page 1 of 1

[illegible]

# Trial Balance - Composite

07:06 PM  
12/14/2024  
Page 1 of 1

Company: CO500 Penryn Fire  
Ledger: Actuals  
Time Period: Current Period  
Period: FY2025 - Nov  
Translation Currency: USD  
Account Translation Rule Set: Placer Translation Rule Set  
Worktags: Fund: FD32808 Penryn Fire Development Fees  
Perform Intercompany Eliminations: No  
Perform Interworktag Eliminations: No

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
10010:Cash in Treasury - Unrestricted	1,011,843.93	7,816.37	598,412.07	421,248.23
10030:Cash in Bank	0.00	0.00	0.00	0.00
10099:Cash - Conversion	0.00	0.00	0.00	0.00
10120:Claim on Cash	0.00	0.00	0.00	0.00
10330:Investment Interest Receivable	0.00	0.00	0.00	0.00
20020:Vouchers Payable	0.00	0.00	0.00	0.00
20060:Sales Tax Payable	0.00	0.00	0.00	0.00
30120:Unassigned Fund Balance	0.00	0.00	0.00	0.00
30121:Fiduciary Net Position	(639,415.63)	598,412.07	0.00	(41,003.56)
30210:Assigned Fund Balance	(339,877.49)	0.00	0.00	(339,877.49)
42010:Investment Income	(12,538.63)	0.00	2,351.57	(14,890.20)
46360:Other Fees and Charges	0.00	0.00	0.00	0.00
46440:Mitigation Fees	(25,369.44)	0.00	5,464.80	(30,834.24)
48030:Miscellaneous	0.00	0.00	0.00	0.00
52260:Misc Expense	5,357.26	0.00	0.00	5,357.26
<b>Total</b>	<b>0.00</b>	<b>606,228.44</b>	<b>606,228.44</b>	<b>0.00</b>

# Placer Special Districts Budget to Actuals

07:02 PM

12/14/2024

Page 1 of 1

Company: CO500 Penryn Fire

Budget Structure: Special District Budget - Detail Level

Period: FY2025 - Nov

Time Period: Current Period YTD

Cost Center(s): CC81001 Penryn Fire District Development Fees

Ignore Commitments: No

Fund(s): FD32808 Penryn Fire Development Fees

Program: PG810001 Penryn Fire Development Fees

Account Set	Budget	Commitments	Obligations	Actuals	Balance	Percentage of Budget
Total Revenue	(66,220.00)	0	0	(45,724.44)	(\$20,495.56)	69.05%
42010:Investment Income	(28,000.00)	0	0	(14,890.20)	(\$13,109.80)	53.18%
46360:Other Fees and Charges	0	0	0	0.00	\$0.00	0.00%
46440:Mitigation Fees	(38,220.00)	0	0	(30,834.24)	(\$7,385.76)	80.68%
48030:Miscellaneous	0	0	0	0.00	\$0.00	0.00%
Total Expenses	116,220.00	0	0	5,357.26	\$110,862.74	4.61%
Total Capital Assets	50,000.00	0	0	0	\$50,000.00	0.00%
54460:Capital Assets - Other Agencies - Equipment	50,000.00	0	0	0	\$50,000.00	0.00%
Total Expenses ( Non Capital Assets )	66,220.00	0	0	5,357.26	\$60,862.74	8.09%
52260:Misc Expense	15,000.00	0	0	5,357.26	\$9,642.74	35.72%
53040:Lease Purchase Principal	34,171.00	0	0	0	\$34,171.00	0.00%
53080:Lease Purchase Interest	17,049.00	0	0	0	\$17,049.00	0.00%
Facilities and Administration Cost Revenue and Expense	0	0	0	0	0.00	0.00%
42840:Facilities and Administration Cost Revenue	0	0	0	0	0.00	0.00%
52840:Facilities and Administrative Costs Expense	0	0	0	0	0.00	0.00%

# Placer Income Statement

07:11 PM

12/14/2024

Page 1 of 1

Company: CO500 Penryn Fire

Ledger: Actuals

Period: FY2025 - Nov

Translation Currency: USD

Account Translation Rule Set: Placer Translation Rule Set

Worktags: FD32808 Penryn Fire Development Fees

	Current Period Actuals	YTD Actuals	Prior YTD Actuals	Variance	% Variance
		2024-11	2023-11		
<b>Income</b>					
Charges for Services	5,465	30,834	36,784	(31,319.52)	(85.1%)
Taxes	0	0	0	0.00	0.0%
Intergovernmental Revenue	0	0	0	0.00	0.0%
Licenses, Permits & Franchises	0	0	0	0.00	0.0%
Miscellaneous Revenues	0	0	0	0.00	0.0%
Revenue from Use of Money & Property	0	0	0	0.00	0.0%
Other Financing Sources	0	0	0	0.00	0.0%
Donations	0	0	0	0.00	0.0%
Fines, Forfeits & Penalties	0	0	0	0.00	0.0%
Non-Operating Revenue	2,352	14,890	10,015	(7,663.85)	(76.5%)
<b>Total Revenue</b>	<b>7,816</b>	<b>45,724</b>	<b>46,800</b>	<b>38,983.37</b>	<b>(83.3%)</b>
<b>Expenses</b>					
Salaries & Employee Benefits	0	0	0	0.00	0.0%
Services and Supplies	0	5,357	5,000	(5,000.00)	(100.0%)
Capital Asset Expenses	0	0	0	0.00	0.0%
Other Charges	0	0	0	0.00	0.0%
Capital Asset Transfer (Out)	0	0	0	0.00	0.0%
Other Financing Uses	0	0	0	0.00	0.0%
Imprest Cash Clearing Category	0	0	0	0.00	0.0%
Appropriation for Contingencies Category	0	0	0	0.00	0.0%
Cost Allocation Category	0	0	0	0.00	0.0%
<b>Total Operating Expenses</b>	<b>0</b>	<b>5,357</b>	<b>5,000</b>	<b>(5,000.00)</b>	<b>(100.0%)</b>
Intra Fund Transfers	0	0	0	0.00	0.0%
<b>Total Other Income/Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>(7,816)</b>	<b>(40,367)</b>	<b>(41,800)</b>	<b>33,983.37</b>	<b>(81.3%)</b>

06:37 PM  
12/14/2024  
Page 1 of 1

Extended Amount: 0

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**Penryn Fire Protection District**  
**FY 2024-2025 through December 2024**  
**OPERATING FUND**

**ASSETS**

Cash	2,100,167.65
Total Assets	2,100,167.65

**LIABILITIES**

Other payables	6,832.91
Payroll payables	27,148.85
Compensated Absences	
Total Liabilities	33,981.76

**FUND BALANCE**

Beginning Balance	1,319,125.89
Beginning Balance - Committed	598,412.07
Revenues	791,753.41
Expenses	(643,105.48)
Ending Balance	1,467,773.82
Ending Balance - Committed	598,412.07
Total Liabilities and Fund Balance	2,100,167.65

**Penryn Fire Protection District**  
**FY 2024-2025 through December 2024**  
**MITIGATION FUND**

**ASSETS**

Cash	445,095.31
Total Assets	445,095.31

**LIABILITIES**

Payables	-
Total Liabilities	-

**FUND BALANCE**

Beginning Balance - Unrestricted	41,003.56
Beginning Balance - Capital	339,877.49
Revenues	69,571.52
Expenses	5,357.26
Ending Balance - Unrestricted	105,217.82
Ending Balance - Capital	339,877.49
Total Liabilities and Fund Balance	445,095.31



# Trial Balance - Composite

07:06 PM

01/13/2025

Page 1 of 2

Company: CO500 Penryn Fire

Ledger: Actuals

Time Period: Current Period

Period: FY2025 - Dec

Translation Currency: USD

Account Translation Rule Set: Placer Translation Rule Set

Worktags: Fund: FD32807 Penryn Fire

Perform Intercompany Eliminations: No

Perform Interworktag Eliminations: No

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
10010:Cash in Treasury - Unrestricted	1,519,381.35	767,629.09	186,842.79	2,100,167.65
10099:Cash - Conversion	0.00	24,109.44	24,109.44	0.00
10120:Claim on Cash	0.00	0.00	0.00	0.00
10330:Investment Interest Receivable	0.00	0.00	0.00	0.00
10441:Due from Other Governments - External System	0.00	0.00	0.00	0.00
20020:Vouchers Payable	(8,361.25)	24,017.52	22,489.18	(6,832.91)
20030:Vouchers DD Payable	0.00	0.00	0.00	0.00
20180:Salaries & Benefits Payable	(28,968.29)	62,528.09	59,633.97	(26,074.17)
20240:Payroll Liabilities	(1,360.76)	840.00	553.92	(1,074.68)
20410:Deferred Inflows Related to Unavailability	0.00	0.00	0.00	0.00
20640:Compensated Leave Balance - Long-Term	0.00	0.00	0.00	0.00
30120:Unassigned Fund Balance	0.00	0.00	0.00	0.00
30121:Fiduciary Net Position	(1,319,125.89)	0.00	0.00	(1,319,125.89)
30310:Committed Fund Balance	(598,412.07)	0.00	0.00	(598,412.07)
40010:Taxes - Current Secured Property	0.00	5.50	329,420.78	(329,415.28)
40040:Taxes - Railroad Unitary Property	0.00	0.00	348.96	(348.96)
40050:Taxes - Unitary and Op Non-Unitary Property	0.00	0.00	7,031.43	(7,031.43)
40060:Taxes - Current Unsecured Property	(12,253.98)	0.00	0.00	(12,253.98)
40090:Taxes - Delinquent Unsecured Property	(113.77)	2.12	0.00	(111.65)
40100:Taxes - Current Supplemental Property	(376.55)	3.32	6,331.54	(6,704.77)
40110:Taxes - Delinquent Supplemental Property	(21.25)	0.00	0.00	(21.25)
40180:Other Taxes	(1,768.60)	0.00	62,149.61	(63,918.21)
42010:Investment Income	(18,338.00)	5.25	6,167.90	(24,500.65)
44350:State Homeowners Property Tax Relief	(465.95)	0.00	1,087.23	(1,553.18)
46030:Direct Charges	(4,748.72)	0.00	268,986.69	(273,735.41)
46090:Planning and Engineering Services	(750.00)	0.00	0.00	(750.00)
46360:Other Fees and Charges	(70,504.09)	0.00	0.00	(70,504.09)
48030:Miscellaneous	(721.23)	0.00	183.32	(904.55)
51010:Salaries and Wages	213,461.46	38,912.55	0.00	252,374.01
51040:Overtime and Call Back	103,228.63	14,109.69	0.00	117,338.32
51210:Retirement	33,076.22	5,515.89	0.00	38,592.11
51220:Payroll Tax	4,477.40	1,095.84	0.00	5,573.24
51270:PERS Pension Expense	259.47	0.00	39.96	219.51
51310:Employee Group Insurance	17,828.66	6,931.42	1,584.34	23,175.74
51360:Workers Comp Insurance	24,517.50	0.00	0.00	24,517.50
52030:Clothing and Personal	6,314.57	0.00	0.00	6,314.57
52040:Communication Services Expense	1,556.25	286.91	0.00	1,843.16
52080:Insurance	9,636.00	0.00	0.00	9,636.00
52160:Maintenance	4,435.75	1,612.22	0.00	6,047.97
52170:Fuels & Lubricants	3,479.10	512.27	0.00	3,991.37
52180:Materials - Buildings & Improvements	719.95	5,175.00	0.00	5,894.95

# Trial Balance - Composite

07:06 PM

01/13/2025

Page 2 of 2

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
52250:Services and Supplies	0.00	80.32	0.00	80.32
52260:Misc Expense	1,826.38	1,070.27	0.00	2,896.65
52330:Other Supplies	2,968.84	1,110.62	0.00	4,079.46
52360:Professional and Special Services - General	94,432.91	16,537.58	0.00	110,970.49
52370:Professional and Special Services - Legal	8,536.98	1,083.02	0.00	9,620.00
52390:Professional and Special Services - County	3,866.34	0.00	0.00	3,866.34
52510:Commissioner's Fees	1,425.00	225.00	0.00	1,650.00
52785:Training / Education	4,425.00	1,295.00	0.00	5,720.00
52800:Utilities	6,371.46	2,267.13	0.00	8,638.59
53190:Taxes and Assessments	65.18	0.00	0.00	65.18
54460:Capital Assets - Other Agencies - Equipment	0.00	0.00	0.00	0.00
59998:Labor Hours Debit	10,072.50	1,736.75	0.00	11,809.25
59999:Labor Hours Credit	(10,072.50)	(1,736.75)	0.00	(11,809.25)
<b>Total</b>	<b>0.00</b>	<b>976,961.06</b>	<b>976,961.06</b>	<b>0.00</b>

# Placer Special Districts Budget to Actuals

07:02 PM  
01/13/2025  
Page 1 of 2

Company: CO500 Penryn Fire  
Budget Structure: Special District Budget - Detail Level  
Period: FY2025 - Dec  
Time Period: Current Period YTD  
Cost Center(s): CC81000 Penryn Fire District  
Ignore Commitments: No  
Fund(s): FD32807 Penryn Fire  
Program: PG810000 Penryn Fire

Account Set	Budget	Commitments	Obligations	Actuals	Balance	Percentage of Budget
Total Revenue	(1,296,219.00)	0	0	(518,018.00)	(\$778,201.00)	39.96%
40010:Taxes - Current Secured Property	(599,068.00)	0	0	(329,415.28)	(\$269,652.72)	54.99%
40040:Taxes - Railroad Unitary Property	(634.00)	0	0	(348.96)	(\$285.04)	55.04%
40050:Taxes - Unitary and Op Non-Unitary Property	(12,784.00)	0	0	(7,031.43)	(\$5,752.57)	55.00%
40060:Taxes - Current Unsecured Property	(13,084.00)	0	0	(12,253.98)	(\$830.02)	93.66%
40090:Taxes - Delinquent Unsecured Property	0	0	0	(111.65)	\$111.65	0.00%
40100:Taxes - Current Supplemental Property	(13,848.00)	0	0	(6,704.77)	(\$7,143.23)	48.42%
40110:Taxes - Delinquent Supplemental Property	0	0	0	(21.25)	\$21.25	0.00%
40180:Other Taxes	(114,018.00)	0	0	(63,918.21)	(\$50,099.79)	56.06%
42010:Investment Income	(40,000.00)	0	0	(24,500.65)	(\$15,499.35)	61.25%
44350:State Homeowners Property Tax Relief	(3,026.00)	0	0	(1,553.18)	(\$1,472.82)	51.33%
46030:Direct Charges	(491,257.00)	0	0	0	(\$491,257.00)	0.00%
46090:Planning and Engineering Services	(6,500.00)	0	0	(750.00)	(\$5,750.00)	11.54%
46360:Other Fees and Charges	0	0	0	(70,504.09)	\$70,504.09	0.00%
48030:Miscellaneous	(2,000.00)	0	0	(904.55)	(\$1,095.45)	45.23%
Total Expenses	1,408,784.00	0	0	638,167.32	\$770,616.68	45.30%
Total Capital Assets	0	0	0	0.00	\$0.00	0.00%
54460:Capital Assets - Other Agencies - Equipment	0	0	0	0.00	\$0.00	0.00%
Total Expenses ( Non Capital Assets )	1,408,784.00	0	0	638,167.32	\$770,616.68	45.30%
51010:Salaries and Wages	537,859.00	0	0	252,374.01	\$285,484.99	46.92%
51040:Overtime and Call Back	94,500.00	0	0	117,338.32	(\$22,838.32)	124.17%
51110:Other Payroll	26,782.00	0	0	0	\$26,782.00	0.00%
51210:Retirement	76,454.00	0	0	38,592.11	\$37,861.89	50.48%

# Placer Special Districts Budget to Actuals

07:02 PM

01/13/2025

Page 2 of 2

Account Set	Budget	Commitments	Obligations	Actuals	Balance	Percentage of Budget
51220:Payroll Tax	16,405.00	0	0	5,573.24	\$10,831.76	33.97%
51270:PERS Pension Expense	0	0	0	219.51	(\$219.51)	0.00%
51310:Employee Group Insurance	75,665.00	0	0	23,175.74	\$52,489.26	30.63%
51360:Workers Comp Insurance	67,357.00	0	0	24,517.50	\$42,839.50	36.40%
52030:Clothing and Personal	32,500.00	0	0	6,314.57	\$26,185.43	19.43%
52040:Communication Services Expense	6,500.00	0	0	1,843.16	\$4,656.84	28.36%
52080:Insurance	21,301.00	0	0	9,636.00	\$11,665.00	45.24%
52160:Maintenance	22,000.00	0	0	6,047.97	\$15,952.03	27.49%
52170:Fuels & Lubricants	20,000.00	0	0	3,991.37	\$16,008.63	19.96%
52180:Materials - Buildings & Improvements	10,000.00	0	0	5,894.95	\$4,105.05	58.95%
52240:Professional / Membership Dues	1,000.00	0	0	0	\$1,000.00	0.00%
52250:Services and Supplies	0	0	0	80.32	(\$80.32)	0.00%
52260:Misc Expense	2,000.00	0	0	2,896.65	(\$896.65)	144.83%
52320:Printing	500.00	0	0	0	\$500.00	0.00%
52330:Other Supplies	28,000.00	0	0	4,079.46	\$23,920.54	14.57%
52360:Professional and Special Services - General	217,121.00	0	0	106,079.82	\$111,041.18	48.86%
52370:Professional and Special Services - Legal	10,000.00	0	0	9,620.00	\$380.00	96.20%
52390:Professional and Special Services - County	15,770.00	0	0	3,866.34	\$11,903.66	24.52%
52510:Commissioner's Fees	4,500.00	0	0	1,650.00	\$2,850.00	36.67%
52560:Small Equipment	95,000.00	0	0	0	\$95,000.00	0.00%
52580:Special Department Expense	500.00	0	0	0	\$500.00	0.00%
52785:Training / Education	10,000.00	0	0	5,720.00	\$4,280.00	57.20%
52800:Utilities	17,000.00	0	0	8,638.59	\$8,361.41	50.82%
53190:Taxes and Assessments	70.00	0	0	17.69	\$52.31	25.27%
Facilities and Administration Cost Revenue and Expense	0	0	0	0	0.00	0.00%
42840:Facilities and Administration Cost Revenue	0	0	0	0	0.00	0.00%
52840:Facilities and Administrative Costs Expense	0	0	0	0	0.00	0.00%

# Placer Income Statement

07:24 PM

01/13/2025

Page 1 of 1

Company: CO500 Penryn Fire

Ledger: Actuals

Period: FY2025 - Dec

Translation Currency: USD

Account Translation Rule Set: Placer Translation Rule Set

Worktags: FD32807 Penryn Fire

	Current Period Actuals	YTD Actuals	Prior YTD Actuals	Variance	% Variance
		2024-12	2023-12		
<b>Income</b>					
Charges for Services	268,987	344,990	355,708	(86,721.59)	(24.4%)
Taxes	405,271	419,806	401,769	3,502.79	0.9%
Intergovernmental Revenue	1,087	1,553	8,898	(7,810.75)	(87.8%)
Licenses, Permits & Franchises	0	0	0	0.00	0.0%
Miscellaneous Revenues	183	905	(21,594)	21,777.72	(100.8%)
Revenue from Use of Money & Property	0	0	0	0.00	0.0%
Other Financing Sources	0	0	0	0.00	0.0%
Donations	0	0	300	(300.00)	(100.0%)
Fines, Forfeits & Penalties	0	0	0	0.00	0.0%
Non-Operating Revenue	6,163	24,501	16,808	(10,645.62)	(63.3%)
<b>Total Revenue</b>	<b>681,691</b>	<b>791,753</b>	<b>761,889</b>	<b>80,197.45</b>	<b>(10.5%)</b>
<b>Expenses</b>					
Salaries & Employee Benefits	64,941	461,790	365,885	(300,943.96)	(82.3%)
Services and Supplies	31,255	181,250	166,020	(134,764.25)	(81.2%)
Capital Asset Expenses	0	0	0	0.00	0.0%
Other Charges	0	65	67	(67.14)	(100.0%)
Capital Asset Transfer (Out)	0	0	0	0.00	0.0%
Other Financing Uses	0	0	0	0.00	0.0%
Imprest Cash Clearing Category	0	0	0	0.00	0.0%
Appropriation for Contingencies Category	0	0	0	0.00	0.0%
Cost Allocation Category	0	0	0	0.00	0.0%
<b>Total Operating Expenses</b>	<b>96,196</b>	<b>643,105</b>	<b>531,972</b>	<b>(435,775.35)</b>	<b>(81.9%)</b>
Intra Fund Transfers	0	0	0	0.00	0.0%
<b>Total Other Income/Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>(585,495)</b>	<b>(148,648)</b>	<b>(229,917)</b>	<b>(355,577.90)</b>	<b>154.7%</b>

# Placer Special Districts Budget to Actuals

07:02 PM

01/13/2025

Page 1 of 1

Company: CO500 Penryn Fire

Budget Structure: Special District Budget - Detail Level

Period: FY2025 - Dec

Time Period: Current Period YTD

Cost Center(s): CC81000 Penryn Fire District

Ignore Commitments: No

Fund(s): FD32807 Penryn Fire

Program: PG810002 Penryn Fire Measure A

Account Set	Budget	Commitments	Obligations	Actuals	Balance	Percentage of Budget
Total Revenue	0	0	0	(273,735.41)	\$273,735.41	0.00%
46030:Direct Charges	0	0	0	(273,735.41)	\$273,735.41	0.00%
Total Expenses	0	0	0	4,938.16	(\$4,938.16)	0.00%
Total Capital Assets	0	0	0	0	0.00	0.00%
Total Expenses ( Non Capital Assets )	0	0	0	4,938.16	(\$4,938.16)	0.00%
52360:Professional and Special Services - General	0	0	0	4,890.67	(\$4,890.67)	0.00%
53190:Taxes and Assessments	0	0	0	47.49	(\$47.49)	0.00%
Facilities and Administration Cost Revenue and Expense	0	0	0	0	0.00	0.00%
42840:Facilities and Administration Cost Revenue	0	0	0	0	0.00	0.00%
52840:Facilities and Administrative Costs Expense	0	0	0	0	0.00	0.00%

06:36 PM  
01/13/2025  
Page 1 of 1

Extended Amount: 0

Cash Sale Line	Cash Sale Number	Payment Status	Customer	Customer Invoice Date	Line Description	Header Memo	Line Memo	Extended Amount	Revenue Category	Grant	Project	Program	Cost Center	Fund	Function	Program Mandate	Activity Based Costing	Other
CS137551 - 12/06/2024 - 20,434.89 - USD - - 163.61	CS137551   <b>CS137551 Total</b>	Approved	Cash Sale - 81 Penryn Fire District	12/06/2024		PENRY N FIRE	US BANK DIVIDEND	163.61   <b>163.61</b>	RC3080 Miscellaneous Other Revenue (GL48030)			PG810000 Penryn Fire	CC81000 Penryn Fire District	FD32807 Penryn Fire	FN204 Fire Protection			
CS138811 - 12/27/2024 - 2,199.21 - USD - - 13.29	CS138811   <b>CS138811 Total</b>	Approved	Cash Sale - 81 Penryn Fire District	12/27/2024		PENRY N FIRE	BARSDALE AMAZON REIMBURSEMENT #1103	13.29   <b>13.29</b>	RC3080 Miscellaneous Other Revenue (GL48030)			PG810000 Penryn Fire	CC81000 Penryn Fire District	FD32807 Penryn Fire	FN204 Fire Protection			

# Trial Balance - Composite

07:06 PM

01/13/2025

Page 1 of 1

Company: CO500 Penryn Fire

Ledger: Actuals

Time Period: Current Period

Period: FY2025 - Dec

Translation Currency: USD

Account Translation Rule Set: Placer Translation Rule Set

Worktags: Fund: FD32808 Penryn Fire Development Fees

Perform Intercompany Eliminations: No

Perform Interworktag Eliminations: No

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
10010:Cash in Treasury - Unrestricted	421,248.23	23,847.08	0.00	445,095.31
10030:Cash in Bank	0.00	0.00	0.00	0.00
10099:Cash - Conversion	0.00	0.00	0.00	0.00
10120:Claim on Cash	0.00	0.00	0.00	0.00
10330:Investment Interest Receivable	0.00	0.00	0.00	0.00
20020:Vouchers Payable	0.00	0.00	0.00	0.00
20060:Sales Tax Payable	0.00	0.00	0.00	0.00
30120:Unassigned Fund Balance	0.00	0.00	0.00	0.00
30121:Fiduciary Net Position	(41,003.56)	0.00	0.00	(41,003.56)
30210:Assigned Fund Balance	(339,877.49)	0.00	0.00	(339,877.49)
42010:Investment Income	(14,890.20)	0.00	1,389.88	(16,280.08)
46360:Other Fees and Charges	0.00	0.00	0.00	0.00
46440:Mitigation Fees	(30,834.24)	0.00	22,457.20	(53,291.44)
48030:Miscellaneous	0.00	0.00	0.00	0.00
52260:Misc Expense	5,357.26	0.00	0.00	5,357.26
<b>Total</b>	<b>0.00</b>	<b>23,847.08</b>	<b>23,847.08</b>	<b>0.00</b>



# Placer Special Districts Budget to Actuals

07:02 PM

01/13/2025

Page 1 of 1

Company: CO500 Penryn Fire

Budget Structure: Special District Budget - Detail Level

Period: FY2025 - Dec

Time Period: Current Period YTD

Cost Center(s): CC81001 Penryn Fire District Development Fees

Ignore Commitments: No

Fund(s): FD32808 Penryn Fire Development Fees

Program: PG810001 Penryn Fire Development Fees

Account Set	Budget	Commitments	Obligations	Actuals	Balance	Percentage of Budget
Total Revenue	(66,220.00)	0	0	(69,571.52)	\$3,351.52	105.06%
42010:Investment Income	(28,000.00)	0	0	(16,280.08)	(\$11,719.92)	58.14%
46360:Other Fees and Charges	0	0	0	0.00	\$0.00	0.00%
46440:Mitigation Fees	(38,220.00)	0	0	(53,291.44)	\$15,071.44	139.43%
48030:Miscellaneous	0	0	0	0.00	\$0.00	0.00%
Total Expenses	116,220.00	0	0	5,357.26	\$110,862.74	4.61%
Total Capital Assets	50,000.00	0	0	0	\$50,000.00	0.00%
54460:Capital Assets - Other Agencies - Equipment	50,000.00	0	0	0	\$50,000.00	0.00%
Total Expenses ( Non Capital Assets )	66,220.00	0	0	5,357.26	\$60,862.74	8.09%
52260:Misc Expense	15,000.00	0	0	5,357.26	\$9,642.74	35.72%
53040:Lease Purchase Principal	34,171.00	0	0	0	\$34,171.00	0.00%
53080:Lease Purchase Interest	17,049.00	0	0	0	\$17,049.00	0.00%
Facilities and Administration Cost Revenue and Expense	0	0	0	0	0.00	0.00%
42840:Facilities and Administration Cost Revenue	0	0	0	0	0.00	0.00%
52840:Facilities and Administrative Costs Expense	0	0	0	0	0.00	0.00%

# Placer Income Statement

07:11 PM

01/13/2025

Page 1 of 1

Company: CO500 Penryn Fire

Ledger: Actuals

Period: FY2025 - Dec

Translation Currency: USD

Account Translation Rule Set: Placer Translation Rule Set

Worktags: FD32808 Penryn Fire Development Fees

	Current Period Actuals	YTD Actuals	Prior YTD Actuals	Variance	% Variance
		2024-12	2023-12		
<b>Income</b>					
Charges for Services	22,457	53,291	37,466	(15,008.72)	(40.1%)
Taxes	0	0	0	0.00	0.0%
Intergovernmental Revenue	0	0	0	0.00	0.0%
Licenses, Permits & Franchises	0	0	0	0.00	0.0%
Miscellaneous Revenues	0	0	0	0.00	0.0%
Revenue from Use of Money & Property	0	0	0	0.00	0.0%
Other Financing Sources	0	0	0	0.00	0.0%
Donations	0	0	0	0.00	0.0%
Fines, Forfeits & Penalties	0	0	0	0.00	0.0%
Non-Operating Revenue	1,390	16,280	12,326	(10,936.23)	(88.7%)
<b>Total Revenue</b>	<b>23,847</b>	<b>69,572</b>	<b>49,792</b>	<b>25,944.95</b>	<b>(52.1%)</b>
<b>Expenses</b>					
Salaries & Employee Benefits	0	0	0	0.00	0.0%
Services and Supplies	0	5,357	5,000	(5,000.00)	(100.0%)
Capital Asset Expenses	0	0	0	0.00	0.0%
Other Charges	0	0	0	0.00	0.0%
Capital Asset Transfer (Out)	0	0	0	0.00	0.0%
Other Financing Uses	0	0	0	0.00	0.0%
Imprest Cash Clearing Category	0	0	0	0.00	0.0%
Appropriation for Contingencies Category	0	0	0	0.00	0.0%
Cost Allocation Category	0	0	0	0.00	0.0%
<b>Total Operating Expenses</b>	<b>0</b>	<b>5,357</b>	<b>5,000</b>	<b>(5,000.00)</b>	<b>(100.0%)</b>
Intra Fund Transfers	0	0	0	0.00	0.0%
<b>Total Other Income/Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>(23,847)</b>	<b>(64,214)</b>	<b>(44,792)</b>	<b>20,944.95</b>	<b>(46.8%)</b>

06:37 PM  
01/13/2025  
Page 1 of 1

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**Penryn Fire General  
Check Detail**  
December 10, 2024 through January 15, 2025

Num	Date	Name	Memo	Account	Paid Amount
	12/13/2024	AT&T Mobility		General Operating Funds	
	12/13/2024			52040 Communication Services	-160.96
TOTAL					-160.96
	12/13/2024	Meeks West		General Operating Funds	
	12/13/2024			52330 Supplies-Equipment	-80.32
TOTAL					-80.32
	12/13/2024	Municipal Emergency...		General Operating Funds	
	12/13/2024		SCBA Flow Test	52330 Supplies-Equipment	-817.41
TOTAL					-817.41
	12/13/2024	US Bank		General Operating Funds	
	12/13/2024			52800 Utilities	-1,282.44
				52260 Miscellaneous	-570.27
				52330 Supplies-Equipment	-98.66
				52330 Office Supplies	-61.54
TOTAL					-2,012.91
	12/17/2024	AT&T Inc.		General Operating Funds	
	12/17/2024			52040 Communication Services	-125.95
TOTAL					-125.95
	12/17/2024	Danielle Hardesty		General Operating Funds	
	12/17/2024			52580 Commision Reimbursement	-75.00
TOTAL					-75.00
	12/17/2024	Hotco		General Operating Funds	
	12/17/2024		Hot water heater replac...	52180 Bldng Materials, Improve	-5,175.00
TOTAL					-5,175.00
	12/17/2024	Larry Shields		General Operating Funds	
	12/17/2024			52580 Commision Reimbursement	-75.00
TOTAL					-75.00
	12/17/2024	Placer Hills Fire Distri...		General Operating Funds	
	12/17/2024			B38	-202.30
TOTAL					-202.30
	01/03/2025	Dawson Oil Co.		General Operating Funds	
	01/03/2025			52170 Fuel	-512.27

**Penryn Fire General**  
**Check Detail**  
December 10, 2024 through January 15, 2025

Num	Date	Name	Memo	Account	Paid Amount
TOTAL					-512.27
	01/03/2025	Kaiser Foundation He...		General Operating Funds	
	01/03/2025		Employer	51310 Employee Group Insurance	-5,211.96
			Employee	51310 Employee Group Insurance	-1,719.46
TOTAL					-6,931.42
	01/03/2025	Kingsley Bogard LLP		General Operating Funds	
	01/03/2025			52370 Legal expenses	-1,083.02
TOTAL					-1,083.02
	01/03/2025	North State Tire Co.		General Operating Funds	
	01/03/2025			52330 Supplies-Equipment	-1,409.92
TOTAL					-1,409.92
	01/03/2025	Placer Hills Fire Distri...		General Operating Funds	
	01/03/2025		Reimburse for Award B...	52260 Miscellaneous	-500.00
TOTAL					-500.00
	01/03/2025	Robert Verdugo		General Operating Funds	
	12/24/2024			52510 Commissioner Fees	-75.00
TOTAL					-75.00
	01/03/2025	US Bank		General Operating Funds	
	01/03/2025			52800 Utilities	-984.69
				52330 Other Supplies	-133.01
				52785 Training	-1,295.00
TOTAL					-2,412.70

Penryn Mitigation  
Check Detail  
December 1, 2024 through January 15, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check		12/13/2024	PNC Equipment Fina...		30120 Unassigned F...		-51,220.10
Bill		12/13/2024			53040 Lease purchas...	-34,170.81	34,170.81
					53080 Lease purchas...	-17,049.29	17,049.29
TOTAL						-51,220.10	51,220.10

# JOA REIMBURSEMENT

## PLACER HILLS JULY - SEPT 2024

PAID STATUS

Last Name	Assignment	Start Date	End Date	Length	Payrate	OT	Subtotal	Taxes	WC	Total
Miller	Engine 84	07/20/2024 08:00	07/21/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Miller	Engine 84	07/21/2024 08:00	07/22/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Hodsdon	Engine 84	08/14/2024 09:30	08/15/2024 08:00	22.5	\$ 25.34	\$ 38.01	\$ 855.23	\$ 12.40	\$ 96.81	\$ 964.44
Garrison	Engine 84	08/21/2024 08:00	08/22/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	\$ 1,028.73
Gordon	Engine 86	07/01/2024 08:00	07/02/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Keeler	Engine 86	07/04/2024 08:00	07/05/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	\$ 1,028.73
Gordon	Engine 86	07/16/2024 08:00	07/17/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Keeler	Engine 86	07/17/2024 08:00	07/18/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	\$ 1,028.73

Total: \$ 8,592.65 PD 10/2024

## PLACER HILLS OCT - DEC 2024

Last Name	Assignment	Start Date	End Date	Length	Payrate	OT	Subtotal	Taxes	WC	Total
Gordon	Engine 86	12/20/2024 09:00	12/21/2024 08:00	23	\$ 27.97	\$ 41.96	\$ 964.97	\$ 13.99	\$ 109.23	\$ 1,088.19

Total: \$ 1,088.19 PD 01/2025

## FORESTHILL JULY - SEPT 2024

Last Name	Assignment	Start Date	End Date	Length	Payrate	OT	Subtotal	Taxes	WC	Total
Gordon	Engine 90	07/01/2024 00:00	07/01/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Engine 90	07/13/2024 08:00	07/14/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Engine 90	07/19/2024 08:00	07/20/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Engine 90	08/29/2024 08:00	08/30/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Keeler	Engine 90	09/06/2024 16:00	09/07/2024 08:00	16	\$ 25.34	\$ 38.01	\$ 608.16	\$ 8.82	\$ 68.84	\$ 685.82
Gordon	Engine 90	09/22/2024 20:00	09/23/2024 08:00	12	\$ 27.97	\$ 41.96	\$ 503.46	\$ 7.30	\$ 56.99	\$ 567.75
Gordon	Engine 90	09/23/2024 08:00	09/24/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	07/22/2024 15:30	07/23/2024 08:00	16.5	\$ 27.97	\$ 41.96	\$ 692.26	\$ 10.04	\$ 78.36	\$ 780.66
Gordon	Medic 88	07/23/2024 08:00	07/24/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	08/15/2024 08:00	08/16/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	08/28/2024 08:00	08/29/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	08/30/2024 08:00	08/31/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	09/04/2024 08:00	09/05/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	09/05/2024 11:00	09/06/2024 08:00	21	\$ 27.97	\$ 41.96	\$ 881.06	\$ 12.78	\$ 99.74	\$ 993.57
Gordon	Medic 88	09/26/2024 08:00	09/27/2024 08:00	18.5	\$ 27.97	\$ 41.96	\$ 776.17	\$ 11.25	\$ 87.86	\$ 875.28
Gordon	Medic 88	09/28/2024 08:00	09/29/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50

Total: \$ 16,393.62 PD 10/2024

**FORESTHILL OCT - DEC 2024**

Last Name	Assignment	Start Date	End Date	Length	Payrate	OT	Subtotal	Taxes	WC	Total
Gordon	Engine 90	10/04/2024 08:00	10/05/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	1,135.50
Keeler	Medic 88	10/07/2024 08:00	10/08/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	1,028.73
Keeler	Engine 90	10/09/2024 08:00	10/10/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	1,028.73
Keeler	Engine 90	10/14/2024 08:00	10/15/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	1,028.73
Keeler	Medic 88	10/25/2024 08:00	10/26/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	1,028.73
Gordon	Engine 90	10/29/2024 17:30	10/30/2024 08:00	14.5	\$ 27.97	\$ 41.96	\$ 608.35	\$ 8.82	\$ 68.86	686.03
Miller	Engine 90	11/03/2024 08:00	11/04/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	1,135.50
Gordon	Medic 88	11/27/2024 08:00	11/28/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	1,135.50

Total: \$ 6,043.24 PD 01/2025



## STRIKE TEAM / PREPOSITIONING

### PENRYN STRIKE TEAM - PREPOSITIONING

Incident	Equipment	Depart date	Return date	Hours	Personnel	Equipment	Admin	Expenses	Total	Staffing	Paid Status
ABH	B38	7/25/2024	8/31/2024	144	18,809.28	22,570.56	4,137.98		45,517.82	3 RYN	PD 11/2024
Actual cost of staffing for ABH									(16,940.04)		
Total FY 2024/2025									28,577.78		

# STAFF REPORT



**DATE:** January 16, 2025

**TO:** Penryn Fire Protection District Board of Directors

**FROM:** Matthew Slusher, Battalion Chief

**SUBJECT:** Wildland Fire Apparatus

---

## **RECOMMENDATION**

It is the recommendation of staff that the Penryn Fire Protection District Board of Directors consider the options provided regarding the purchase of a new wildland fire apparatus.

## **BACKGROUND / ANALYSIS**

The Fire District directed staff, in early 2024, to evaluate the districts' need to acquire a new wildland fire apparatus. The district currently operates a 2008 Pierce Type 3 Wildland Engine (brush) with a 500-gallon water tank, and an unrated 500 gallon-per-minute (gpm) pump. The district occasionally utilizes the "brush" as the primary response apparatus when Engine 38, a municipal style Type 1 engine with a rated pump, is out of service or on assignment. The "brush" then becomes the primary response apparatus including responding to structure fires and all other types of emergency incidents. Municipal response is typically performed by a rated pump of at least 750 gpm. The industry standard for replacing a wildland apparatus is found in NFPA 1911, which recommends a primary apparatus service life of 15 years frontline and 5 years reserve. The reserve service is defined as for use at major fires or as a temporary replacement for out-of-service first line apparatus. Brush 38 is currently utilized as a primary response unit for wildland incidents, and if/when Engine 38 is already committed to another call, strike team or assignment.

Staff has experience purchasing numerous apparatus over the previous decade; however, since the consumer behavior changes that occurred during the COVID pandemic of 2020, large numbers of apparatus purchasing, a decrease of readily available parts, selecting a manufacturer, time-line and apparatus deliveries are more challenging than ever. The landscape of purchasing continues to be difficult as manufacturers struggle to service customers as customers realize extended delivery times and nation-wide shortages on what were once readily available parts and apparatus. Small fire departments are not the only agencies suffering. The State of California Office of Emergency Services and Department of Forestry and Fire Protection are both struggling to receive apparatus to meet demand.

## **EXECUTIVE SUMMARY**

Staff evaluated both the condition and life expectancy of Brush 38, as well as projections on costs throughout the potential useful life of the engine. Staff also recruited and evaluated quotations for a new Type 3 apparatus, as well as a quote for a Placer County Spec. which is a Type 6 unit already assembled and being held at the dealership. Staff are prepared to discuss the cost vs. benefit analysis and projections related to continuing with the current Type 3 brush engine or ordering a new Type 3 or changing our operational response platform and acquiring a Type 6 apparatus. Below you will find data associated with historical costs of running the current Brush 38, as well as projected costs based upon fleet services evaluation of condition, wear and tear. It is worth noting that outside of the available data we are presenting, the most impactful component to the operational effectiveness of Penryn Fire is the lack of redundancy of rated pumps within the district. Often, when Engine 38 is out-of-service, Placer Hills Fire provides a reserve engine to support the municipal response within our Joint Operational Area (JOA). By acquiring a rated pump, Penryn would not only gain additional points in the Insurance Services Office (ISO) rating system, but also help support the region and the JOA partners.

## **FISCAL IMPACT**

- Brush 38 (2008 Pierce) – Annual averaged maintenance and repair cost over the previous 3 years is \$5,100.00 per year. The average annual mileage is approximately 1500 miles per year (mileage has been significantly reduced over the previous three years since a Placer Hills reserve engine has occupied the first out response when Engine 38 was out of service). There is an anticipated increase in cost over the coming five- and ten-year increments as our fleet service division has identified. A detailed report can be provided in the future if it will assist in the decision making process.
- New Type 3 Engine – Numerous manufacturers were contacted, and several were provided quotations. The quotations from some manufacturers took upwards of 180 days to receive and not all were complete. All request for quotation (RFQ)'s met the same guidelines established by Penryn line personnel and Placer Hills Admin. The quotations all meet the RFQ guidelines and the highlights are as follows: Type 3 Apparatus– International Cab and Chassis with crew cab and rear bench seat, 4x4, 500 gallon-tank, 750 gpm pump, paint scheme to match E38, largest available fuel tank 60gal. or greater and high flow A/C to adequately environmentally control the cab temperature. With all quotes meeting the same or similar specification the largest three factors to evaluate are price, deliver date and consumer confidence in manufacturer.
  - Hi-Tech Toyne - \$558,685.00 plus tax – Delivery 850 days from order execution
  - BME Fire Trucks - \$543,124.50 including tax with payment upfront, \$570,258.75 including tax with payment at time of delivery – Delivery 900-1080 days from order execution
  - Toyne - \$560,000.00 plus tax – Delivery (TBD)
  - KME FAS - \$693,925.00 – Delivery 540-600 days from order execution
- New Type 6 Engine – Staff requested we evaluate this option late in the quotation process. We were able to secure a quotation for a Type 6 which was built for Placer County Fire, but that County Fire elected to not purchase. Three units were built and one was purchased by Placer County. Consequently Foresthill Fire purchased one and one is still available for sale. The unit is a commercial crew cab & chassis, 4x4, with a 150 gpm unrated pump and 300 gal. water tank. The unit would require upfitting which could be completed by the Placer Hills shop or the dealer. The unit would require approximately \$30,000-40,000 in upfitting including shelving, decals and radios.
  - Danko Type 6 4x4, 300-gallon water tank, 150 gpm unrated pump - \$230,000.00 plus tax. Delivery available within 30 days of order execution

Respectfully submitted,

Matthew Slusher, Battalion Chief



**BOARD OF DIRECTORS OF THE  
PENRYN FIRE PROTECTION DISTRICT  
COUNTY OF PLACER, STATE OF CALIFORNIA**

**RESOLUTION NO. 2025-01**

**RESOLUTION AUTHORIZING APPLICATION FOR THE FEDERAL EXCESS PERSONAL PROPERTY  
(FEPP) PROGRAM IN ACCORDANCE WITH  
Cooperative Forestry Assistance Act (CFAA) of 1978 (16 U.S.C. Chapter 41 § 2101)**

\_\_\_\_\_  
Date

The Board of Directors of the Penryn Fire Protection District finds:

**WHEREAS**, there is a need for excess personal property from the United States Department of Agriculture (USDA) Forest Service through the Federal Excess Personal Property (FEPP) program to help actively engage in the prevention, protection, and suppression of all wildland, rural, structural, or other fires in the County of Placer, and,

**WHEREAS**, the loan of certain FEPP items is available for local fire agencies as described in the USDA Forest Service FEPP Desk Guide, in accordance with the Cooperative Forestry Assistance Act (CFAA) of 1978 (16 U.S.C. Chapter 41 § 2101).

**THEREFORE**, be it resolved that the Board of Directors of the Penryn Fire Protection District accepts the agreement between the State of California, Department of Forestry and Fire Protection (CAL FIRE) and the Penryn Fire Protection District for the acquisition of FEPP, and, authorizes Fire Chief, Ian Gow, to sign the agreement on behalf of the Board of Directors.

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Cheryl Hotaling, Chair

ATTEST: \_\_\_\_\_  
Larry Shields, District Secretary

**DEPARTMENT OF FORESTRY & FIRE PROTECTION  
BUSINESS SERVICES OFFICE**

Federal Property Unit  
P. O. Box 944246  
Sacramento, CA 94244-2460  
Website: [www.fire.ca.gov](http://www.fire.ca.gov)



December 19<sup>th</sup>, 2024

Ian Gow, Fire Chief  
Penryn Fire Protection District  
7206 Church St.  
Penryn, CA 95663

**Subject: Federal Excess Personal Property (FEPP) Cooperative Agreement Number 992354**

Dear Chief Gow:

Enclosed is a renewal Cooperative Agreement with CAL FIRE for the Federal Excess Personal Property (FEPP) program. Currently, your district does not have any federal property as noted in Attachment A.

A Want/Wish list form has been included for you to complete, at your option. This form gives our office an idea of the needs of your fire district, and we can work more efficiently as a team to acquire property.

To continue in the FEPP Program, please review the agreement for accuracy and if everything is correct, complete the following:

1. Sign page six of the Cooperative Agreement.
2. Include a signed resolution\* from the governing board/council approving participation in the FEPP Program. A blank resolution letter is included, but you may use your own version.
3. GSA PPMS Screener Request Form – gives you access to view available property on the GSA website.
4. Want/Wish List form.
5. Email your completed agreement and additional paperwork listed above to [sierra.lindgren@fire.ca.gov](mailto:sierra.lindgren@fire.ca.gov). Alternatively, you may mail your completed packet to: CAL FIRE BSO Federal Property Unit, P.O. Box 944246, Sacramento, CA 94244-2460, **Attn:** Sierra Lindgren

*\*NOTE: Per the United States Department of Agriculture (USDA) Forest Service, without the resolution, the agreement is incomplete and will result in the inability of CAL FIRE to acquire property items for your department.*

A copy of the agreement will be emailed to you when the additional signatures have been obtained.

*If your department would no longer like to participate in the FEPP Program, please let me know so I can close your department's agreement file. The agreement can always be re-established should your department wish to participate in the FEPP program at a later date.*

Thank you for your assistance in completing this agreement in a timely manner and please contact me if you have any questions.

Sincerely,

Sierra Lindgren  
Federal Property Coordinator  
[sierra.lindgren@fire.ca.gov](mailto:sierra.lindgren@fire.ca.gov)  
cc:

Matt Siebecke, CAL FIRE NEU

STATE OF CALIFORNIA  
THE NATURAL RESOURCES AGENCY  
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE  
USDA FOREST SERVICE  
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM  
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

This agreement is entered into by and between

THE STATE OF CALIFORNIA  
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

AND

**PENRYN FIRE PROTECTION DISTRICT**

This agreement made and entered into this       day of       , 20       , by and between the State of California acting by and through the Director of the Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as the STATE and the Penryn Fire Protection District, hereinafter referred to as the COOPERATOR, covenants as follows:

I.       PURPOSE

The STATE has been approved as an agent of the United States Department of Agriculture (USDA) Forest Service for administering Federal Excess Personal Property (FEPP) as part of the Cooperative Fire Protection Program, which allows the COOPERATOR to take custody and use FEPP property for wildland and rural community fire protection services.

II.       MUTUAL INTEREST OF PARTIES

Both the STATE and the COOPERATOR have a mutual interest in the prevention, protection and suppression of all wildland and rural community fires near and adjacent to the property and the people of California.

III.       AUTHORITIES

The Federal Property and Administrative Services Act of 1949, as amended (40 U.S.C. § 483) and the Cooperative Forestry Assistance Act of 1978 (16 U.S.C. § 2106(c)) authorizes the FEPP Program as an element of the Cooperative Fire Protection Program (16 U.S.C. § 2106(b)). Under these authorities, the USDA Forest Service may lend FEPP property needed for wildland and rural community fire protection to the STATE and to local paid or unpaid fire departments for their use.

IV.       RESPONSIBILITIES

THE COOPERATOR AGREES:

1. Primary use of FEPP property must be 90 percent for activities directly related to wildland and rural community fire protection; however, situations may occur that make this exclusive use impractical. Non-fire emergency use of FEPP property is authorized and limited to no more than 10 percent total usage. Abuse of the 10 percent non-fire use standard could result in recall of the property on loan, suspension from the program, or other sanctions.

2. FEPP property acquired by the COOPERATOR is not permitted to be rented, leased, loaned, or traded to another party; no exceptions. FEPP property is not permitted to be transferred or sold without prior approval from the STATE or the USDA Forest Service. FEPP property is for official use only; personal use of FEPP property is prohibited, violates the law, and this Cooperative agreement. Any personal use violations found, subjects the COOPERATOR to penalties and FEPP property recall as determined by the STATE and the USDA Forest Service.
3. To immediately notify the STATE of receipt of FEPP property during the acquisition process.
4. To bear the entire cost of transportation, retrofit, modification, maintenance, repairs, and operation of acquired FEPP property while in the COOPERATOR's possession.
5. The COOPERATOR must paint any FEPP rolling stock acquired directly from the USDA Forest Service that has the distinct Forest Service green color. If the FEPP property is acquired from the Department of Defense (DoD) and has military colors or markings, it must be painted. This is mandatory per the STATE and the USDA Forest Service. The painting of the FEPP vehicle must be accomplished within one (1) calendar year of the acquisition.
6. To register all FEPP rolling stock with the California Department of Motor Vehicles (DMV) within 60 days of receipt of property. Lien Holder will remain as the USDA Forest Service. This is mandatory as ownership remains with the USDA Forest Service. Registered Owner will be the COOPERATOR.
7. To obtain prior to operation of any FEPP property the minimum liability insurance in the amount required by State law to cover the operation of FEPP rolling stock. The COOPERATOR must maintain adequate insurance to cover damages or injuries to cover persons or property relating to the use of the property. Proof of insurance coverage must be provided to the STATE in the form of an insurance policy or a self-insured statement on an official letterhead.
8. Drivers of FEPP property must take the necessary equipment training and have a valid California operator license to operate the loaned vehicle(s).
9. To make FEPP property operable and ready to be placed into service for wildland and rural community fire protection, including fire suppression and prevention. Operational condition of the property will be achieved within one (1) year to the date of property pick up/receipt.
10. FEPP property cannot be modified or cannibalized without prior authorization from the STATE and the USDA Forest Service. The COOPERATOR shall contact the STATE with a request and justification to modify or cannibalize any FEPP property. The request must be submitted for approval before any modification or cannibalization to FEPP property takes place.
11. The COOPERATOR is responsible for the proper care, maintenance, security and storage of all acquired FEPP property.
12. All FEPP property must be identified as property belonging to the USDA Forest Service and for fire use only. The STATE will provide USDA Forest Service property tags along with a property number assigned to accountable FEPP property.

13. To promptly report any FEPP property when it is no longer needed by the COOPERATOR to the STATE and the USDA Forest Service for disposal authority. The COOPERATOR is not to release FEPP property to anyone unless the STATE and the USDA Forest Service have provided the proper authorization and documentation needed. The COOPERATOR is to provide reasonable access to authorized personnel for inspection and removal of FEPP property.
14. Ownership of all accessories, tools, light bars, sirens and equipment which is added to the loaned FEPP property remains with the COOPERATOR and must be removed prior to the disposal process.
15. Accidents involving FEPP property must be reported directly to the STATE within 10 days of the situation. This includes accidents that result in death, injury, illness, or property damage (more than \$350). Depending on the type of accident, the STATE will provide direction to the COOPERATOR on the information required to be submitted to the USDA Forest Service.
16. Lost, stolen, damaged or destroyed FEPP property shall be reported to the STATE for proper documentation and handling.
17. When FEPP property is lost, damaged, destroyed or stolen, a determination is required whether there was negligence on the part of the COOPERATOR. The STATE shall make a recommendation to the USDA Forest Service Property Management Officer (PMO) whether there was negligence or gross negligence.
  - a. Negligence: The failure to abide by Federal rules and regulations.
    - i. Repeated instances of negligent damage to FEPP property by staff of the COOPERATOR may be cause for the STATE to suspend further acquisitions by the COOPERATOR until the reasons for the negligence are identified and steps taken to prevent further instances.
  - b. Gross negligence: The intentional, willful, or wanton failure to exercise a reasonable degree of care to protect FEPP property in one's custody in reckless disregard of the consequences of the actions.
    - i. If the STATE determines that there is apparent gross negligence on the part of the COOPERATOR staff, the findings plus all supporting documentation shall be forwarded by the STATE to the USDA Forest Service PMO for a final determination.
    - ii. Should the USDA Forest Service submit the final determination is one of gross negligence and sends the STATE a Bill of Collection for FEPP property under the COOPERATOR's care, the COOPERATOR will reimburse the STATE for all the costs listed on the Bill of Collection.
    - iii. The COOPERATOR shall be suspended from acquiring any additional FEPP property for a set time as determined by the STATE.
    - iv. A second case of gross negligence will cause the COOPERATOR to lose all privileges of participation in the FEPP program as determined by the STATE.
18. To perform/participate in the physical inventory process on FEPP property in the COOPERATOR's possession every two (2) years.
19. The STATE and the USDA Forest Service will periodically conduct joint reviews of the FEPP program to ensure compliance with the USDA Forest Service and other applicable statutes, regulations and policies are being followed. The COOPERATOR must participate and provide access to all physical FEPP property along with access to all FEPP documentation during the review. The STATE is authorized to perform audits and reviews by STATE personnel, in between joint reviews, to provide the USDA Forest Service information for FEPP program improvements.



20. To retain all documentation on all inventoried FEPP property for six (6) years and three (3) months after the year designated for the disposal of the property. The STATE will send all mandatory documentation required for acquisition, management and disposal of FEPP property to the COOPERATOR as these processes occur.
21. The COOPERATOR must provide access to and the right to examine all records, books, papers or documents relating to the FEPP program to the USDA Forest Service, the USDA Office of the Inspector General (OIG), the Comptroller General of the United States, the STATE and their authorized representatives.
22. To comply with Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or natural origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination, under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. To comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d) prohibiting discrimination where discriminatory practices will result in unequal treatment of persons who are or should be benefiting from the activity.

V. OTHER AGREEMENT TERMS  
IT IS MUTUALLY AGREED THAT:

1. Title to all FEPP property shall remain vested in the United States federal government.
2. The COOPERATOR shall complete a resolution, or a statement from their governing board/council, approving participation in the FEPP program. The resolution must be received with this Cooperative agreement as a requirement of the Terms and Conditions before the STATE will prepare or continue (in the case of a renewal agreement) the COOPERATOR's access to screen and manage FEPP property.
3. All FEPP property loaned to the COOPERATOR shall be for an indefinite period of time, unless the COOPERATOR is negligent of program requirements as detailed in the Terms and Conditions of this Cooperative agreement as well as any Federal regulations that govern the FEPP program. The agreement may be terminated by either party after giving notice 60 days in advance of such termination to the other party.
4. The STATE will not be responsible for furnishing spare parts for FEPP property and the COOPERATOR accepts all FEPP property "as is" without any warranties of any kind, either expressed or implied.
5. Amendments to this Cooperative agreement covering acquisitions and disposals of FEPP property will be submitted by the STATE to the COOPERATOR for review and signature. These Amendments will be sent upon completion of the action taken and must be returned signed and dated by the COOPERATOR to the STATE to maintain accurate record keeping as required by the USDA Forest Service.
6. COOPERATORS with any FEPP property will cooperate with regulatory agencies to ensure compliance with Federal and State regulations, program and property management requirements.
7. In the event of any dispute over FEPP loaned equipment or any terms or conditions contained herein, the dispute shall be decided by the STATE and its decision shall be binding and final.

8. The parties hereto agree that the COOPERATOR, their officers, employees, agents, servants, contractors, volunteers, paid firefighters, and all others acting on behalf of the COOPERATOR, performing under the terms of this Cooperative agreement, are not acting as officers, employees or agents of the State or the Federal government.
9. The COOPERATOR agrees to defend, indemnify, save and hold harmless the STATE as defined herein, and the Department of Forestry and Fire Protection (CAL FIRE), their officers, agents and employees against all claims, demands, causes of action or liability of any kind whatsoever arising out of the acts of the COOPERATOR, its agents or employees in the performance of any function provided for under the terms of this agreement or the use of property transferred.
10. The period of this agreement is for five (5) years from the date of last signature on page six (6) and entered on page one (1), if no violations or signatory changes occur. Thereafter, the agreement shall be reviewed every other year for compliance by the STATE during the agreement review process and extended if no violations or changes have occurred, not to exceed a five (5) year term renewal. This Cooperative agreement supersedes all prior agreements related to the FEPP program.
11. Either party may terminate this agreement by providing written notice to the other party 60 days prior to the termination date. If the agreement is terminated, the COOPERATOR shall be ineligible to continue participation in the FEPP program. Upon termination of this Cooperative agreement, all FEPP property assigned to the COOPERATOR shall be returned to the STATE. Prior to terminating a COOPERATOR's eligibility for cause, the STATE shall attempt alternative resolutions.
12. Any information provided to the STATE under this Cooperative agreement is subject to the Freedom of Information Act (5 U.S.C. §§ 551 *et seq.*).
13. The primary contact information of the parties hereto, for all notices, payments, repayments, or any other activity required or contemplated under the terms of this Cooperative agreement are:

Cooperator Name:	Department of Forestry and Fire Protection (CAL FIRE) Federal Property Programs
Penryn Fire Protection District	
Contact Name: Ian Gow	
Title: Fire Chief	Street Address: 710 Riverpoint Court West Sacramento, CA 95605
Street Address: 7206 Church St.	
Mailing Address: 17020 Placer Hills Rd. Meadow Vista, CA 95722	
City: Penryn	City: Sacramento
Zip: 95663	Zip: 94244-2460
Phone Number: (916) 663-3389 Ext.	Phone Number: (916) 956-7610
Cell Phone Number: ( ) -	Fax Phone Number: (916) 894-9880
Email: admin@penrynfir.ca.gov / marmstrong@placerhillfire.org	Email: <a href="mailto:FederalProperty@fire.ca.gov">FederalProperty@fire.ca.gov</a>

## 14. Local CAL FIRE Unit contact information:

CAL FIRE Unit: Nevada - Yuba - Placer Unit (NEU)	Point of Contact: NEU Forestry Logistics Officer
Physical Address: 13760 Lincoln Way	
City: Auburn	Zip Code: 95603
Phone Number: (530) 889-0111 Ext. :	

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement as of the day and year of the last signature below.

<b>COOPERATOR</b>	
NAME OF COOPERATOR:  <b>Penryn Fire Protection District</b>	
BY (Authorized Signature):  	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING:  <b>Ian Gow, Fire Chief</b>	
<b>STATE OF CALIFORNIA Department of Forestry and Fire Protection (CAL FIRE)</b>	
BY (CAL FIRE Unit Chief):  	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING:  <b>Brian Estes, Unit Chief, Nevada-Yuba-Placer Unit (NEU)</b>	
BY (CAL FIRE State and Federal Property and Recycling Manager):  	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING:  <b>Melissa Hillis, State and Federal Property and Recycling Manager</b>	

STATE OF CALIFORNIA  
THE NATURAL RESOURCES AGENCY  
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE  
USDA FOREST SERVICE  
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM  
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

**ATTACHMENT A**

**PENRYN FIRE PROTECTION DISTRICT**

	ITEM:	SERIAL #:	PROPERTY #
1.	NO PROPERTY AT THIS TIME		
2.			
3.			
4.			
5.			
6.			
7.			

Rev. November 2022



## PENRYN FIRE PROTECTION DISTRICT

### STAFF REPORT

Date: January 20, 2025  
To: Board of Directors  
From: Fire Chief, Ian Gow  
Subject: Updated Self Contained Breathing Apparatus (SCBA) Purchase Plan

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### Discussion

- At the September 16, 2024 Penryn Fire Protection District board meeting the board approved the purchase of 8 new SCBA's for \$95,000
- Command staff became aware that South Placer Fire District would be willing to sell their slightly used SCBA's, at a discounted rate, to Penryn Fire Protection District due to the closure of 2 of their stations.
- South Placer Fire District SCBA's are the same equipment the board previously approved staff to purchase
- South Placer Fire District board voted and approved to surplus their unused SCBA's at a recent board meeting
- Penryn Fire District will be able to sell their current SCBA's

### Estimated Costs

6 Surplussed/Used SCBA's, 12 bottles and 1 RIC (Purchased from South Placer Fire):	\$16,728.04
2 New SCBA's, including 4 bottles:	\$23,000.00
12 New Masks:	\$5,000.00
<b>Total:</b>	<b>\$44,728.04</b>
Selling 12 SCBA's	(\$24,000.00)
<b>Updated Total:</b>	<b>\$20,728.04</b>

### Recommendation

Staff recommends approving the updated SCBA Purchase plan that includes 6 surplussed SCBA's, 2 new SCBA's, and other miscellaneous equipment for an amount not to exceed \$48,000.00



## *South Placer Fire District*

6900 Eureka Road  
Granite Bay, California 95746  
Ph (916) 791-7059 Fax (916) 791-2199  
[www.southplacerfire.org](http://www.southplacerfire.org)

*Providing Exceptional Service to Our Community*

### Board of Directors

*Tracy Randall*  
*Ken Musso*  
*Chris Gibson D.C.*  
*Dan Bajtos*  
*Gary Flanagan*  
*Pete Gallegos*  
*Jenine Windschausen*  
**Fire Chief**  
*Mark Dierr*

# Invoice # PF2025-01

1/16/2025

## Bill To

Penryn Fire Protection District  
7206 Church Street  
Penryn, CA 95663

## For

Scott SCBAs

Item Description	Qty	Unit Price	Amount
Scott Air-Pak X3 Pro SCBAs, 5.5 snap change	6	\$2,389.72	\$14,338.32
Scott 5.5 snap change 45-minute SCBA cylinders (included above)	12		
Scott RIT-PAK III	1	\$2,389.72	\$2,389.72
Scott 5.5 60-minute bottle (included above)	1		

## Total Due

<b>\$16,728.04</b>
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Please remit payment to South Placer Fire District, 6900 Eureka Road, Granite Bay, CA 95746