



Big Bear Fire Authority

BIG BEAR FIRE AUTHORITY

Special Board Workshop

Best Western Big Bear Chateau - Olympian Room

42200 Moonridge Rd., Big Bear Lake, CA

May 19, 2021

4:30 p.m.

BOARD OF DIRECTORS

Chairman David Caretto

Vice Chairman John Green

Director Rick Herrick

Director Alan Lee

Director Bynette Mote

Director Karyn Oxandaboure

Director Randall Putz

Director John Russo

Director Larry Walsh

Director Al Ziegler

STAFF

Fire Chief Jeff Willis

Assistant Chief/Fire Marshal Mike Maltby

Senior Finance Officer Kristin Mandolini

Board Secretary Dawn Marschinke

Authority Counsel Joseph Sanchez

NOTICE

NOTICE IS HEREBY GIVEN, that the Big Bear Fire Authority will conduct a Special Meeting on May 19, at 4:30 p.m. This meeting is being called pursuant to Section 54956 of the Government Code of the State of California.

AGENDA

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

Please Note: The Chair may, at his or her discretion, take items out of order at the meeting to facilitate the business of the Board and/or for the convenience of the public.

PUBLIC COMMUNICATIONS – Public comment is permitted only on items on the posted agenda that are within the subject matter jurisdiction of the Authority. Please note that State law prohibits the Authority from taking action on items not listed on the agenda. There is a three-minute maximum time limit when addressing the Board during this period.

FIRE AUTHORITY CONSENT CALENDAR

1. **Approval of Meeting Minutes from the April 6, 2021 Regular Meeting of the Big Bear Fire Authority.**
2. **Approval of Meeting Minutes from the April 21, 2021 Special Workshop of the Big Bear Fire Authority.**

DISCUSSION ITEMS

3. **Purchase Agreement with Boise Mobile Equipment for Type 3 Engine**
4. **Fiscal Year 2021-2022 Preliminary Draft Budget Discussion**

ADJOURNMENT I hereby certify under penalty of perjury, under the laws of the State of California, the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 13th day of May, 2021.



Dawn E. Marschinke

The Big Bear Fire Authority wishes to make all of its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact Board Secretary Dawn Marschinke at 909-866-7566. Notification prior to the meeting will enable the Fire Authority to make reasonable arrangements to ensure accessibility to this meeting.

**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
April 6, 2021**

A Regular Meeting of the Big Bear Fire Authority was called to order via teleconference by Chairman Caretto at 4:34 p.m., Tuesday, April 6, 2021, pursuant to Governor Newsome's Executive Order N-25-20 and N-29-20.

OPEN SESSION

Board Members Present: Chairman David Caretto
Vice Chairman John Green
Director Rick Herrick
Director Alan Lee
Director Bynette Mote
Director Karyn Oxandaboure
Director Randall Putz
Director John Russo
Director Larry Walsh
Director Al Ziegler

Board Members Absent: None

Others Present: Jeff Willis, Fire Chief
Assistant Chief/Fire Marshal Mike Maltby
Board Secretary Dawn Marschinke
Administrative Assistant Chardelle Smith
Senior Finance Officer Kristin Mandolini
General Counsel Joseph Sanchez
Legal Counsel Isabel Safie

OPEN SESSION

EMAILED PUBLIC COMMENTS FOR CLOSED SESSION

None

CLOSED SESSION

- 1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:
No. of cases: 1

At the hour of 4:34, p.m., Chairman Caretto adjourned to Closed Session.

At the hour of 5:05, p.m., Chairman Caretto adjourned Closed Session.

At the hour of 5:10, p.m., Chairman Caretto re-opened Regular Session.

OPEN SESSION

CALL TO ORDER

Moment of Silence/ Pledge of Allegiance: Led by Chairman Caretto

ROLL CALL

REPORT ON CLOSED SESSION

No reportable action.

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed Monday, May 31, 2021 in observance of Memorial Day and will re-open on Tuesday, June 1, 2021 at 8:00 a.m.

The Fire Authority will hold a Budget Workshop on Wednesday, April 21, 2021 at 4:30 p.m. The meeting location is to be determined.

PRESENTATIONS

Recognition of Promotions

- Battalion Chief Dan Rogers
- Captain Roger LaVoire

Speaker: Chief Willis

DIRECTORS' GENERAL ANNOUNCEMENTS

Director Lee updated the Board on a Community Prayer event that was held on April 3, 2021. There were 862 participants that included a presence from Big Bear Fire Captain Chad Meketarian, President of the Big Bear Professional Firefighters Association.

Director Mote thanked Chief Willis and staff for the invitation to the Fire Districts Association of California (FDAC) Annual Conference to be held next week. She also thanked Administrative Assistant Chardelle Smith for setting up a tour of all the Big Bear

Fire Department stations. Director Mote expressed congratulations to Battalion Chief Dan Rogers and Captain Roger LaVoire on their promotions.

EMAILED PUBLIC COMMUNICATIONS

None

CHIEF'S REPORT

Speaker: Chief Willis

Chief Willis gave an update on the Ambulance Operator program as well as current hiring for Ambulance Operator and Engineer and Flight/Paramedic. He notified the Board that CAL FIRE will return to Station 284 on April 19, 2021, relieving cross-staffed Department personnel from Station 283 for the peak-fire season. He informed the Board that the two-year joint effort between multiple local agencies to create a Local Hazardous Mitigation Plan (LHMP) is complete. This document is required to be updated every five years, per federal requirements.

Staff responded to questions from Board members. Board members provided comment.

FINANCE OFFICER'S REPORT

The year-to-date Financial Report through February 2021 was presented.

Speaker: Kristin Mandolini, Senior Finance Officer

Senior Finance Officer Mandolini informed that Board that on March 19, 2021, Governor Gavin Newsom enacted Senate Bill 95. This obligates public employers to provide 80 hours of supplemental sick pay due to Covid-19 illnesses, retroactive to January 1, 2021. This is different than the Families First Act, in that firefighters will receive their scheduled work hours in total for the two weeks rather than limited to 80 hours.

Staff responded to questions from board members. Board members provided comment.

FIRE AUTHORITY CONSENT CALENDAR

Action: Motion by Director Herrick, seconded by Vice Chairman Green to approve the Consent as follows:

- FA1. Approval of Demands – Check Issue Date 01/01/21 through 02/28/21 in the amount of \$1,741,444.56**
- FA2. Approval of Meeting Minutes from the February 2, 2021 Regular Meeting of the Big Bear Fire Authority**
- FA3. Receive and File Big Bear Fire Department Monthly Activity Reports for January and February 2021.**

AYES: Ziegler, Green, Herrick, Oxandaboure, Putz, Russo, Caretto
Walsh, Lee, and Mote
NOES: None
ABSENT: None
ABSTAIN: None

ITEMS REMOVED FROM THE CONSENT CALENDAR

None

PUBLIC HEARING

None

NEW BUSINESS

BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS

FA4. Worker Classification of Board Members

Board consideration of whether Board members should be treated as employees for federal and state tax purposes.

Speaker: Legal Counsel, Isabel Safie, Best Best & Krieger

Chief Willis explained that staff had received requests from the Board to consider paying board members as employees rather than independent contractors. Legal Counsel Isabel Safie explained the pros and cons of these two alternatives.

Staff and Counsel responded to questions from board members. Board members provided comment. A request came from a Board member to review Director stipends.

Action: Motion by Director Zeigler; seconded by Director Herrick to approve staff recommendation to continue as independent contractors and provide direct deposit for monthly board stipends.

Said motion was approved by the following vote:

AYES: Ziegler, Green, Herrick, Oxandaboure, Putz, Russo, Caretto
NOES: Walsh, Lee, and Mote
ABSENT: None
ABSTAIN: None

FA5. Revised 3-Year Fleet Replacement Plan

Board consideration of approving the revision of the 3-Year Fleet Replacement Plan and purchase schedule that includes a budget adjustment for FY 2020/2021 for the purchase of new Department vehicles and authorize debt financing for a brush engine.

Speaker: Chief Jeff Willis

Chief gave an overview of the 3-Year Fleet Replacement plan approved by the Board at the August 4, 2020, Board meeting, and the revised 3-Year Fleet Replacement Plan brought forward to the Administrative Committee at the March 23, 2021, meeting. Since the August Board meeting, there is a 5% anticipated increase in the cost of vehicles from one-year to the next. The revised plan does not add more fleet purchases to the 3-Year Fleet Replacement plan but moves some vehicles from future fiscal years to the current one.

Staff responded to questions from board members. Board members provided comment.

Action: Motion by Vice Chairman Green; seconded by Director Ziegler to approve staff recommendation to revise the 3-Year Fleet Replacement Plan.

Said motion was approved by the following vote:

AYES: Russo, Walsh, Ziegler, Green, Herrick, Lee, Mote, Oxandaboure,
Putz, and Caretto
NOES: None
ABSENT: None
ABSTAIN: None

FA6. Cal OES Temporary Vehicular Transfer Agreement

Board consideration of authorizing the Fire Chief to sign a Temporary Transfer of Vehicular Equipment agreement between Big Bear Fire Authority and the State of California Governor's Office of Emergency Services.

Speaker: Chief Jeff Willis and Battalion Chief/EMS Coordinator Brian Parham

Chief Willis explained that Cal OES has an obligation for many different emergency responses. One way they carry out their mission, is by purchasing different types of fleet vehicles. Cal OES then supplies these vehicles to local governments at no cost to the local government. This year a Type VI brush engine is being offered to the Department. The Department can use this vehicle locally but has the obligation to provide the firefighting staff with the Type VI engine when called to a state emergency.

Chief Parham gave an overview on the Type VI brush engine via PowerPoint.

Staff responded to questions from board members. Board members provided comment.

Action: Motion by Director Walsh; seconded by Director Green to approve staff recommendation to authorize the Fire Chief to sign an agreement between Big Bear Fire Authority and the State of California Governor's Office of Emergency Services.

Said motion was approved by the following vote:

AYES:	Putz, Russo, Walsh, Ziegler, Green, Herrick, Lee, Mote, Oxandaboure, and Caretto
NOES:	None
ABSENT:	None
ABSTAIN:	None

COMMITTEE REPORTS

A Fire Authority Administrative Committee Meeting was held on March 23, 2021, represented by Chairman Caretto, Vice Chairman Green, Director Herrick, and Director Ziegler.

DIRECTORS' CLOSING COMMENTS

Director Lee thanked Director Ziegler for his invitation to meet in-person. He requested some indication of plans for the Fire Authority Board to begin meeting in-person. He also stated that in partnership with Mountain Mutual Aid, they were able to provide food, clothes, and household items for more than 200 families throughout the Big Bear Valley.

He thanked the volunteers and City of Big Bear Lake for allowing them the use of a local park for this purpose.

Chairman Caretto responded that the Budget Board Workshop scheduled for April 21, 2021, will be held in-person at a local hotel conference room and will allow for proper spacing of attendees.

Vice Chairman Green thanked the Administrative Committee for reviewing the updated 3-Year Fleet Replacement Plan. He stated that the Administrative Committee report goes into more detail if other Board members want to review it.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Chairman Caretto adjourned the meeting at 7:17 p.m.

Chardelle Smith for
Dawn E. Marschinke, Board Secretary

**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
April 21, 2021**

A Special Board Workshop of the Big Bear Fire Authority was called to order by Chairman Caretto at 4:34 p.m., Wednesday, April 21, 2021, at 42200 Moonridge Rd., Big Bear Lake, California.

OPEN SESSION

Board Members Present: Chairman David Caretto
Vice Chairman John Green
Director Rick Herrick
Director Bynette Mote
Director Karyn Oxandaboure
Director Randall Putz
Director John Russo
Director Larry Walsh
Director Al Ziegler

Board Members Absent: Director Alan Lee

Others Present: Jeff Willis, Fire Chief
Assistant Chief/Fire Marshal Mike Maltby
Board Secretary Dawn Marschinke
Administrative Assistant Chardelle Smith
Senior Finance Officer Kristin Mandolini
Battalion Chief Dan Rogers
Captain Norman Dykesten

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

Led by Chairman Caretto

PLEDGE OF ALLEGIANCE

Led by Director Walsh

PUBLIC COMMUNICATIONS

None

DISCUSSION ITEMS

1. Fiscal Year 2021-2022 Preliminary Draft Budget Discussion

Speaker: Chief Jeff Willis and Kristin Mandolini, Senior Finance Officer

Chief Willis stated that with this proposed budget, there has been a reduction in cost due to the Ambulance Operator program as well as an increase in revenue due property tax growth.

Senior Finance Officer Mandolini presented the draft preliminary budget. Significant changes to the revenue in the proposed budget include the Ad Valorem tax is projected to increase by 6%, and the parcel tax by 2.17%.

For expenses, the Workers' Compensation insurance premium increased by \$130,000 due to the 2019 payroll. This is the first consecutive 12 months of payroll since consolidation. Loan payments of \$200,000 for the new Type 1 structure engine and the new Type 3 brush engine were incorporated into the budget. The bargaining unit Memorandum of Understanding (MOU) changes brought a 9% salary increase as well as an increase to uniform allowances and tuition reimbursement.

Total numbers in the proposed budget for Fiscal Year 2021-2022 are revenue of \$17,074,674, expenses of \$16,956,692, resulting in use of fund balance of \$202,018.

Recently, the Department purchased three AutoPulse Cardio Pulmonary Resuscitation (CPR) machines. A fourth one has been added to this budget. Battalion Chief Rogers presented a video of the use of AutoPulse and described the significant benefits to the patient when using the AutoPulse.

Staff responded to questions from board members. Board members provided comment.

Director Herrick left the meeting at 5:36 p.m., returning at 5:38 p.m.

Captain Dykesten gave a presentation providing an update on the future purchase of a ladder truck. At this time, the Specification Committee consisting of seven fire personnel, have received proper configurations of the truck from two manufacturers. The Committee is currently weighing the pros and cons between the two manufacturers that have submitted specifications. Staff is anticipating Board action by October 2021 meeting. Once the agreement is fully executed, it will take approximately 12-18 months to build.

Staff responded to questions from board members. Board members provided comment.

Board Stipend Discussion

At the Board meeting on April 6, 2021, a request was made to review Board compensation. As a response, staff presented a document showing other local agency board stipends for consideration.

Board considered the question of increasing the Board stipend amount and maximum number of meetings per month.

Staff responded to questions from board members. Board members provided comment.

Action: Motion by Director Walsh; seconded by Director Putz to continue at the current board stipend rate and maximum number of meetings.

Said motion was approved by the following vote:

AYES:	Herrick, Mote, Oxandaboure, Putz, Russo, Walsh, and Caretto
NOES:	Ziegler, Green
ABSENT:	Lee
ABSTAIN:	None

The Board authorized the public hearing for the draft budget to be noticed in the newspaper. Board members would follow-up with staff if there were any questions remaining on the draft budget. The scheduled May 19, 2021, Budget Workshop was taken off calendar.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Chairman Caretto adjourned the meeting at 6:37 p.m.

Chardelle Smith for
Dawn E. Marschinke, Board Secretary



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. 3

MEETING DATE: May 19, 2021

TO: Chairman and Directors of Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: SALES AGREEMENT FOR TYPE 3 BRUSH ENGINE

BACKGROUND

At the April 6, 2021, Board meeting, the Board authorized a budget adjustment for Fiscal Year 2020/2021 in the amount of \$605,000 for the purchase of a staff vehicle, battalion chief vehicle, mechanic vehicle, ambulance, and a type 3 brush engine. This was accomplished through reorganization of a 3-Year Fleet Replacement Plan approved by the Board at the August 4, 2020, meeting. Anticipated savings of this reorganization strategy is \$38,000.

DISCUSSION

The Apparatus Specification Committee has met on numerous occasions over the past several months. The purpose of the Committee is to work with different manufacturers to properly spec out a type 3 brush engine that will correctly serve the community for decades to come. The Committee spoke to several different manufactures of type 3 engines and as a result, 3 competitive bids were received from manufactures of type 3 engines servicing the western United States.

The Committee ultimately recommends purchase of a type 3 engine from Boise Mobile Equipment (BME). The Committee has determined that BME specializes in the manufacture of type 3 engines of high quality at the best price. BME is recognized as an industry leader for this type of equipment and has successfully won exclusive build contracts through the competitive process with the State of California, manufacturing type 3 engines for CAL FIRE and Cal OES.

The attached sales agreement reflects bulk purchase discounts obtained by adding a type 3 engine for Big Bear, known as a Type 3 Model 34 CAL FIRE tag on engine. As approved by the Board at the April 6, 2021, Board meeting, staff has submitted a letter of intent to purchase this apparatus and has also submitted \$50,000 down payment to begin the build and design discussions with the manufacturer. Delivery of this new engine is expected to be within 230 days.

FISCAL IMPACT

Total cost for this purchase is \$346,809.09 which includes tax. Additional expenditures are anticipated in equipping this new engine once received. The purchase of this engine is planned to be purchased through debt financing. The financing plan will be brought to the Board as a separate discussion at a future Board meeting.

RECOMMENDATION

Authorize the Fire Chief to enter into sales agreement with Boise Mobile Equipment for the purchase of a Type 3 Model 34 Brush Engine.

Attachment A: BME Sales Agreement

Attachment B: Contract Price Breakdown

SALES AGREEMENT

THIS SALES AGREEMENT (this "Agreement") is made this 5th day of May 2021 ("Effective Date"), by and between Boise Mobile Equipment, Inc., an Idaho corporation ("BME"), and Big Bear Fire Authority, a California Joint Powers Authority ("Purchaser"). BME and Purchaser may collectively be referred to herein as the "Parties" and may individually be referred to herein as a "Party".

RECITALS

- A. BME manufacturers fire trucks and other emergency vehicles and equipment; and
- B. BME and Purchaser wish BME to manufacture and sell to Purchaser a Type 3. Model 34- Cal Fire Tag-On Fire Apparatus built on an International chassis ("Fire Apparatus") in accordance with the plans and specifications attached hereto as Exhibit A, which are made a part hereof ("Plans and Specs").

NOW THEREFORE, in consideration of the terms, covenants and conditions set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

SECTION 1 **MANUFACTURE AND SALE**

BME hereby agrees to manufacture and sell the Fire Apparatus to Purchaser substantially in accordance with the Plans and Specs (subject to any revisions thereto agreed upon by the Parties), and Purchaser agrees to purchase the same. In the event the Plans and Specs include plans and/or specifications from both BME and Purchaser, and a conflict arises, BME's plans and/or specifications shall control.

SECTION 2 **PRE-CONSTRUCTION MEETING AND COMPLETION PERIOD**

In accordance with the Department of General Services contract with Cal Fire, a pre-construction meeting shall only occur at the request and expense of the Purchaser. In the event of any changes to the Plans and Specs, the Parties shall enter a Change Order substantially in the form of the Change Order attached hereto as Exhibit B, which is made a part hereof. Change Orders shall detail changes to the Plans and Specs, Purchase Price and/or completion date.

BME shall use commercially reasonable efforts to complete the Fire Apparatus within 220-230 days from BME's receipt of the purchase order. However, this completion date is not a date certain and BME shall not be in default of this Agreement if the Fire Apparatus is not completed within 220-230 day period.

SECTION 3 **INSPECTION AND DELIVERY**

BME shall notify Purchaser in writing upon the completion of the Fire Apparatus. Purchaser shall have fifteen (15) days from receipt of such completion notice to inspect the Fire Apparatus at BME's place of business ("Inspection Period"). Unless otherwise specified in the Plans and Specs, any costs and/or expenses incurred by Purchaser in conducting this inspection, including, without limitation, travel costs and expenses, shall be the sole responsibility of Purchaser. BME shall fully explain and demonstrate to Purchaser the proper method of operating the Fire Apparatus during this inspection.

Upon completion of the Apparatus, the Parties shall sign a Final Inspection Report substantially in the form of the Final Inspection Report attached hereto as Exhibit C, which is made a part hereof. In the event the Final Inspection Report lists items to be corrected by BME, these items shall be corrected by BME as soon as reasonably practicable. Once corrected, the Fire Apparatus shall be delivered to Purchaser, pursuant to the delivery terms contained in the Plans and Specs. Upon delivery of the Fire Apparatus, 1) Purchaser shall again sign the Final Inspection Report acknowledging that the correction items listed in the Final Inspection Report have been corrected to Purchaser's satisfaction, 2) Purchaser shall execute a Fire Apparatus Receipt and Acceptance substantially in the form attached hereto as Exhibit D, which is made a part hereof and 3) BME shall deliver one copy of BME's current, applicable Owner's Manual to Purchaser. The date upon which Purchaser signs the Final Inspection Report acknowledging that the items are completed to its satisfaction shall be the "Acceptance Date".

In the event Purchaser does not complete the Fire Apparatus inspection within the Inspection Period, it shall be deemed that the Fire Apparatus is acceptable to Purchaser in all respects and the last day of the Inspection Period shall be deemed the "Acceptance Date".

SECTION 4 PURCHASE PRICE AND PAYMENT TERMS

The Purchase Price to be paid by Purchaser to BME for the Fire Apparatus is \$346,809.09 ("Purchase Price"). Unless otherwise specified in the Plans and Specs, the Purchase Price does not include sales tax or delivery charges. Delivery charges shall be the responsibility of Purchaser and shall be paid to BME at the same time the Purchase Price is paid to BME. Sales taxes shall also be the responsibility of Purchaser but shall be paid to BME only if it is BME's responsibility to collect the same and remit them to the appropriate governmental agency. In such event, sales taxes shall be paid to BME at the same time the Purchase Price is paid to BME. If the Fire Apparatus is exempt from sales taxes, it is Purchaser's duty to furnish to BME proper proof thereof.

The Purchase Price shall be due from Purchaser to BME in cash within 15 days following the applicable Acceptance Date ("Due Date"). **In the event the Purchase Price is not paid in full by the Due Date, it shall be a default hereunder and, in addition to all BME's remedies for such default, interest shall begin to accrue on any unpaid balance of the Purchase Price at the rate of eighteen percent (18%) per annum beginning on the Due Date.**

SECTION 5 WARRANTIES

All warranties associated with the Fire Apparatus are detailed in the Plans and Specs. There are no other warranties (either express or implied), representations or understandings other than those expressly contained in the Plans and Specs. All warranty periods commence on the Acceptance Date. Notice of claimed warranty work must be provided to BME by Purchaser within the applicable warranty period. All warranty work will be performed at BME's place of business.

Any modifications by Purchaser to the Fire Apparatus voids all warranties.

Notwithstanding any of the foregoing and subject to applicable law: 1) Any implied warranty of merchantability or fitness for a particular purpose associated with the Fire Apparatus shall be limited in duration to the earlier of one (1) year or the period in which owned by Purchaser; and 2) BME shall not be liable for any incidental or consequential damages associated with the Fire Apparatus.

SECTION 6
ASSIGNMENT

Neither Purchaser nor BME may assign this Agreement, or any portion thereof, without the express written consent of the other.

SECTION 7
NOTICES

All notices or other communications given with respect to the subject matter of this Agreement shall be in writing, and shall be served on the parties addressed as follows:

If to BME:	Boise Mobile Equipment, Inc. Attn: Chad Moffat 5656 W Morris Hill Road Boise, Idaho 83706 (E) chad@bmeffire.com
------------	--

If to Purchaser:	Big Bear Fire Authority Attn: Fire Chief 41090 Big Bear Boulevard PO Box 2830 Big Bear Lake, CA 92315 (E)
------------------	--

Any such notices shall be either (a) sent by certified mail, return receipt requested, in which case notice shall be deemed delivered three (3) business days after deposit, postage prepaid in the U.S. Mail, (b) sent by overnight delivery using a nationally recognized overnight courier, in which case it shall be deemed delivered one (1) business day after deposit with such courier, (c) sent by personal delivery, in which case notice shall be deemed delivered upon delivery or (d) sent by e-mail, in which case it shall be deemed delivered on the e-mail date, assuming proof of delivery is obtained. The above addresses may be changed by written notice to the other Party; provided, however, that no notice of a change of address shall be effective until actual receipt of such notice.

SECTION 8
DEFAULT

Failure by either Party in performing any term, covenant or condition of this Agreement shall constitute a default hereunder.

SECTION 9
REMEDIES

In the event of a default of this Agreement by either Party, the non-defaulting Party shall have the right, at its discretion, to immediately terminate this Agreement upon written notice to the other and/or exercise any remedy afforded by law and/or equity including, without limitation, damages and equitable relief.

SECTION 10
CONFIDENTIALITY

Purchaser agrees that any and all BME information not already lawfully available to the public, including, without limitation, any information relating to BME and/or the Fire Apparatus, including all Plans and Specs,

(whether now in existence or created subsequent to the effective date of this Agreement), including, without limitation, any process, method, design, procedure, engineering, technique, invention, improvement or scientific, technical, merchandising, marketing, cost, or management information, without regard to the method or manner in which such information is kept or stored by BME, which Purchaser may in any way acquire by reason of this Agreement and the rights granted pursuant hereto, is SECRET and CONFIDENTIAL, and is the proprietary information of BME and shall not be improperly released by Purchaser to any person or entity other than those owners, agents and/or employees of Purchaser who are engaged in this transaction and/or will use the Fire Apparatus. Finally, said information is hereby designated as "Trade secret" as defined by Idaho Code, Section 48-801(5) and is subject to the enforcement mechanisms (including without limitation injunctive relief) set forth in the "Idaho Trade Secrets Act".

This Section shall survive the termination of this Agreement for whatever reason.

SECTION 11 MISCELLANEOUS

It is agreed that this Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Idaho. The Parties agree that any litigation related to the performance of this Agreement shall be heard by the courts located in Ada County, Idaho, and the Parties agree to submit to the jurisdiction and venue of such courts. This Agreement shall bind and inure to the benefit of the respective permitted successors and assigns of the Parties. This Agreement shall constitute the entire agreement between the Parties and any prior understandings or representations of any kind preceding the date of this Agreement shall not be binding upon the Parties. Any modification, amendment and/or waiver of this Agreement, or any portion thereof, shall be binding only if evidenced in writing, signed by the Parties. The Parties hereto agree to execute any further agreements and documents, and/or perform any other acts, reasonably necessary to effectuate the terms and intent of this Agreement. Each and every recital above is incorporated herein by this reference. Each individual executing this Agreement on behalf of an entity, hereby represents and warrants that his/her entity has duly and properly authorized the execution of this Agreement by such individual and that this Agreement is enforceable against his/her entity in accordance with its terms. The Parties have either (i) been represented by separate legal counsel, or (ii) have had the opportunity to be so represented. Thus, in all cases, the language herein shall be construed simply and in accordance with its fair meaning and not strictly for or against a Party, regardless of which Party prepared or caused the preparation of this Agreement.

In the event it shall become necessary for either Party to this Agreement to retain legal counsel to enforce any term, condition, or covenant of this Agreement, the prevailing Party shall be entitled to recover its reasonable attorneys' fees and costs of suit, including any attorney fees and costs incurred in any bankruptcy or appellate proceeding.

If any term, condition, or covenant of this Agreement shall be held invalid or unenforceable to any extent, the remaining terms, conditions, and covenants of this Agreement shall not be affected thereby and each of said terms, covenants, and conditions shall be valid and enforceable to the fullest extent permitted by law.

[End of Text]

IN WITNESS WHEREOF, each Party to this Agreement has caused it to be executed on the Effective Date.

BME:

Boise Mobile Equipment, Inc.,
an Idaho corporation

By: _____
Name: Chad Moffat
Title: President
Date: _____

PURCHASER:

Big Bear Fire Department

By: _____
Name: Jeff Willis
Title: Fire Chief
Date: _____



April 23rd 2021

Re: BIG BEAR Fire Department, (1) Type 3, Model 34s

On behalf of Boise Mobile Equipment, Inc., I am pleased to present this preliminary price quote for (1) Type 3, Model 34 Cal FIRE Tag-on engines.

Boise Mobile Equipment hereby quotes a preliminary price of **\$346,809.09 (THREE-HUNDRED FOURTY-SIX THOUSAND, EIGHT-HUNDRED and NINE dollars and NINE cents)**.

This price is based on and includes the following:

CalFIRE Apparatus Contract Price Breakdown

Apparatus base price	\$288,342.41
CalFIRE striping package	\$873.33
CalFIRE radio wiring package (wiring only)	\$2,678.48
Total	\$291,894.22
Customer Modifications	
Bumper Compt delete	(\$500.00)
Add foot switch to passenger side	\$139.00
Inverter / Charger	\$2,999.00
Dome Lights (4)	\$800.00
[UPGRADE] (4) H.O Bostrom Seats	\$4,000.00
Rear Console	\$2,540.00
Federal Q2B siren with speaker	\$2,878.66
Additional Radio speaker	\$400.00
Suction Hose 4 x 8 3 pieces	\$669.00
20' 3-Section Ladder	\$678.00
Headset interface / 2 RADIOS	\$2,500.00
Add REAR rubber Fenderettes	\$250.00
Maxx-Vision Gauges	\$1,170.00
Contingency Fund	\$5,000.00
Delete AUX Pump	-\$8,950.00
Black-out CAB steps	\$5,000.00
Add Diamond Plated Box (aux pump area)	\$1,580.00
TOTAL	\$21,153.66

Subtotal	
Adjusted Apparatus Price	\$313,047.88
No. of Apparatus Requested	1
Total Subject to Sales Tax	\$313,047.88

Estimated Sales Tax @ 7.75%	\$24,261.21
------------------------------------	--------------------

Non-Taxable Items

Pre-Construction meeting in Boise @ \$1,500 per person (2person persons)	\$3,000.00
Final Inspection in Boise @ \$1,500 per person (2 persons)	\$3,000.00
Delivery/Training @ \$3,500.00 per apparatus (1 apparatus)	\$3,500.00
Total	\$9,500.00

Grand Total	\$346,809.09
--------------------	---------------------

Boise Mobil Equipment is noted for durable product features, proven construction techniques and high-quality craftsmanship. As truly custom builder, we look forward to meeting your requirements to the highest level possible.

Delivery will be based 220-230 days after receipt customer PO

I appreciate your consideration of our firm's products and look forward to meeting with you to answer any remaining questions or concerns that you may have.

Best regards

Jonathan Holmes
Fire Apparatus Sales
jholmes@bmfire.com
W (208) 921-3711



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. 4

MEETING DATE: May 19, 2021

TO: Chairman and Directors of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY Kristin Mandolini, Senior Finance Officer *KM*

SUBJECT: **FISCAL YEAR 2021-2022 PRELIMINARY DRAFT BUDGET DISCUSSION**

BACKGROUND

The Board meets annually with staff to establish funding priorities for the next fiscal year. Based on Board direction given at this meeting, staff will move forward with the preliminary draft fiscal year 2021/2022 budget at the June 1, 2021, Regular Board meeting.

Staff presented to the Board, the preliminary draft budget for FY 2021/2022 at the April 21, 2021, Special Board Workshop. Through various discussions since that time, it was determined that the Board desired to meet a second time for further discussion.

As approved at the April 21, 2021, Special Board Meeting, staff has initiated public noticing of the public hearing for the proposed FY 2021/2022 Budget. Public noticing of the resolution to adopt the budget is required two weeks prior to the public hearing that will be conducted at the June 1, 2021, Regular Board meeting.

DISCUSSION

Staff has prepared the preliminary draft budget for FY 2021/2022 for the Board's consideration. FY 2021/2022 budget is operationally balanced with an excess of revenues over expenses in the amount of \$117,982. The FY 2021/2022 budget also includes capital purchases in the amount of \$320,000 that will require the use of fund balance in the amount of \$202,018, with the balance being funded by the remaining operational funds.

RECOMMENDATION

Board to receive presentation and provide further direction to staff.

Attachment A: Draft Resolution BBFA2021-002 FY 2021-2022 Budget

Attachment B: FY 2021/2022 Preliminary Draft Budget

RESOLUTION NO. BBFA2021-002**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING THE BIG BEAR FIRE AUTHORITY APPROVED BUDGET FOR FISCAL YEAR 2021-2022**

WHEREAS, the Big Bear Fire Authority exists pursuant to the laws of the State of California and that certain Joint Powers Agreement entered into by and between the Big Bear City Community Services District and the Big Bear Lake Fire Protection District; and

WHEREAS, the Big Bear Fire Authority held a budget meeting and a public hearing on the proposed budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Big Bear Fire Authority does hereby adopt the approved Fiscal Year 2021-2022 Budget for the Big Bear Fire Authority; and

BE IT FURTHER RESOLVED, that the appropriated uses are as follows for the Fiscal Year 2021-2022 budget:

Fund	Appropriated Sources	Appropriated Uses
Operating	\$16,669,937	\$16,669,937
Capital	\$320,000	\$320,000
Grant	\$286,755	\$286,755

PASSED, APPROVED AND ADOPTED this 1st day of June, 2021.

AYES:
NOES:
ABSENT:
ABSTAIN:

Dave Caretto
Chairman, Board of Directors
Big Bear Fire Authority

ATTEST:

Dawn E. Marschinke, Board Secretary
Big Bear Fire Authority

DRAFT

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE)

I, Dawn E. Marschinke, Secretary of the Big Bear Fire Authority Board, do hereby certify that the whole number of members of the said Board is ten; that the foregoing resolution, being Resolution No. BBFA2021-002 was duly passed and adopted by said Board, approved and signed by the Chairman of said Board, and attested by the Secretary of said Board, all at a meeting of the said Board held on the 1st day of June, 2021 and that the same was so passed and adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Witness my hand and the official seal of said Authority this 1st day of June, 2021.

Dawn E. Marschinke
Board Secretary
Big Bear Fire Authority

BIG BEAR FIRE AUTHORITY

2021-2022 Preliminary Draft Budget

	Operating Fund	Grant Fund	Total Budget
<i>Revenue</i>			
Property Tax Revenues	\$ 11,081,913		\$ 11,081,913
Services Charges	\$ 4,954,855		\$ 4,954,855
Intergovernmental Revenue	\$ 600,000		\$ 600,000
Use of Money and Property	\$ 145,414		\$ 145,414
Other Revenue	\$ 16,700	\$ 275,791	\$ 292,491
Total Revenue	\$ 16,798,883	\$ 275,791	\$ 17,074,674
<i>Expenses</i>			
Salaries and Benefits	\$ 12,330,975		\$ 12,330,975
Other Payroll Expenses	\$ 1,816,758		\$ 1,816,758
Supplies	\$ 263,065		\$ 263,065
Professional Services	\$ 800,739		\$ 800,739
Maintenance and Equipment	\$ 699,204		\$ 699,204
Utilities	\$ 186,100		\$ 186,100
Other Expenditures	\$ 573,096	\$ 286,755	\$ 859,851
Total Expenses	\$ 16,669,937	\$ 286,755	\$ 16,956,692
Excess Operating Revenues over Expenses	\$ 128,946	\$ (10,964)	\$ 117,982
Less Capital Expenditures			\$ (320,000)
2021-2022 Use of Fund Balance			\$ (202,018)
Estimated Fund Balance at 6/30/22			\$ 6,272,406

Big Bear Fire Authority Full-Time Equivalent by Classification

	2020-2021	2020-2021	2021-2022	
JOB CLASSIFICATIONS	FTE BUDGET	FTE ACTUAL	FTE BUDGET	CHANGE
OPERATIONS				
BATTALION CHIEF	2	3	3	1
FIRE CAPTAIN	9	9	9	0
FIRE ENGINEER	9	9	9	0
FIRE FIGHTER	21	13	13	-8
FLIGHT NURSE	4	3	4	0
FLIGHT PARAMEDIC	4	4	4	0
AMBULANCE OPERATOR	2	10	14	12
FIRE MECHANIC	1	1	1	0
ADMINISTRATIVE SUPPORT STAFF				
BOARD SECRETARY	0.5	0.5	1	0.5
EMS BILLING COORDINATOR	1	0	0	-1
FACILITIES & SYSTEMS MANAGER	1	1	1	0
HUMAN RESOURCES COORDINATOR	1	1	1	0
ACCOUNTING TECHNICIAN	1	1	1	0
EXECUTIVE STAFF				
FIRE CHIEF	1	1	1	0
ASSISTANT FIRE CHIEF/FIRE MARSHALL	1	1	1	0
DIRECTOR OF BUSINESS SERVICES	1	1	1	0
TOTAL FTE	59.5	58.5	64	4.5
PAID CALL				
	Positions	Positions	Positions	Positions
PAID CALL DIVISION CHIEF	3	3	3	0
PAID CALL BATTALION CHIEF	4	3	3	-1
PAID CALL CAPTAIN	3	3	3	0
PAID CALL FIRE FIGHTER	8	8	8	0
PAID CALL EQUIPMENT OPERATOR	3	2	2	-1
Total Paid Call Positions	21	19	19	-2



BIG BEAR FIRE AUTHORITY
Classification and Wage Table
 FY 2021 - 2022

Job Classification	% Increase	July 1, 2021 to June 30, 2022 Step Plan										Annual Range		
		1	2	3	4	5	6	7	8	9	10			
Battalion Chief	4%	42.87	43.94	45.04	46.17	47.32	48.50	49.71	50.96	52.23	53.54	\$ 118,146	to	\$ 147,549
Fire Captain	9%	34.27	35.13	36.00	36.90	37.83	38.77	39.74	40.74	41.75	42.80	\$ 94,447	to	\$ 117,951
Fire Engineer	9%	29.58	30.32	31.08	31.86	32.65	33.47	34.31	35.16	36.04	36.94	\$ 81,530	to	\$ 101,819
Fire Fighter	9%	25.54	26.18	26.83	27.50	28.19	28.89	29.62	30.36	31.12	31.89	\$ 70,385	to	\$ 87,901
Ambulance Operator/EMT	2%	14.28	14.64	15.00	15.38	15.76	16.16	16.56	16.97	17.40	17.83	\$ 39,356	to	\$ 49,150
Ambulance Operator/Paramedic	2%	15.74	16.13	16.54	16.95	17.37	17.81	18.25	18.71	19.18	19.66	\$ 43,376	to	\$ 54,170
Flight Nurse	2%	32.64	33.46	34.29	35.15	36.03	36.93	37.85	38.80	39.77	40.76	\$ 72,069	to	\$ 90,004
Flight Paramedic	2%	23.92	24.52	25.13	25.76	26.40	27.06	27.74	28.43	29.14	29.87	\$ 52,813	to	\$ 65,956
Paid Call Division Chief	0%	56.77										n/a	to	n/a
Paid Call Battalion Chief	0%	53.78										n/a	to	n/a
Paid Call Captain	0%	41.65										n/a	to	n/a
Paid Call Technical Specialist	0%	40.44										n/a	to	n/a
Paid Call: Fire Fighter/Equipment Operator	0%	14.00	15.00									n/a	to	n/a
Fire Chief												Contract \$184,970		
Assistant Fire Chief/Fire Marshal	10%	65.73	67.37	69.05	70.78	72.55	74.36	76.22	78.13	80.08	82.08	\$ 136,708	to	\$ 170,730
Fire Mechanic	2%	41.59	42.63	43.69	44.78	45.90	47.05	48.23	49.43	50.67	51.93	\$ 86,498	to	\$ 108,024
Director of Business Services	13%	65.00	66.63	68.29	70.00	71.75	73.54	75.38	77.26	79.20	81.18	\$ 135,200	to	\$ 168,846
Human Resources Coordinator	32%	33.60	34.44	35.30	36.18	37.09	38.02	38.97	39.94	40.94	41.96	\$ 69,888	to	\$ 87,281
Board Secretary/PIO	0%	36.63	37.55	38.48	39.45	40.43	41.44	42.48	43.54	44.63	45.75	\$ 76,190	to	\$ 95,151
Facilities & Systems Manager	22%	39.56	40.55	41.56	42.60	43.67	44.76	45.88	47.02	48.20	49.41	\$ 82,285	to	\$ 102,762
Accounting Technician	9%	27.58	28.27	28.97	29.70	30.44	31.20	31.98	32.78	33.60	34.44	\$ 57,360	to	\$ 71,635

* Paramedic Stipend is \$9,000 annually per Represented Employee

Hrs Suppression	2756
Hrs Ambulance Operator	2756
Flight Paramedic	2208
Hrs Non Suppression	2080

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

2018-2019 2019-2020 2020-2021 February 2020-2021 2020-2021 2021-2022

	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
--	--------	--------	--------	-----	-----------	----------	-----------------

OPERATIONS

Operations Revenue

Property Taxes

CSD Fire Parcel Tax	2,022,763	2,079,897	2,117,294	1,285,633	2,117,294	0%	2,163,239
CSD Fire Ad Valorum Property Tax	2,486,481	2,578,227	2,586,935	1,633,747	2,629,816	2%	2,890,736
FPD Ad Valorum Taxes	4,440,139	4,666,255	4,604,734	2,709,512	4,618,791	0	4,917,332
FPD Suppl Roll Prtx Current Year	65,660	66,928	68,100	15,408	68,100	0%	66,896
FPD Unitary Tax	124,900	133,927	99,300	96,835	99,300	0%	119,376
FPD Prior Year Taxes	39,698	2,692	13,600	8,866	8,866	-35%	18,663
FPD Suppl Roll Prtx Prior Year	76,041	49,887	34,300	32,205	34,300	0%	53,409
FPD Penalties On Taxes	12	0	3,100	0	3,100	0%	1,037
FPD RDA Residual Balance RR09	686,204	1,127,251	725,000	295,859	450,065	-38%	635,061
FPD RDA Residual Balance RR10	69,189	0	68,400	51,765	78,978	15%	54,142
FPD RDA Sharing Agreement RR09	143,681	147,493	118,300	78,950	153,475	30%	140,737
FPD RDA Sharing Agreement RR10	11,288	32,758	12,200	13,851	28,894	137%	21,285
FPD RDA Due Diligence One-Time Payment	400,529	0	0	0	0	0%	0
Total Property Tax Revenue	10,566,587	10,885,315	10,451,263	6,222,630	10,290,978	0%	11,081,913

Current Services Charges

Workers Comp Reimb	68,005	134,973	114,800	57,706	86,559	-25%	114,800
Inspections Reports and Misc	23,561	71,715	7,800	5,724	8,586	10%	8,600
Licenses and Permits	4,510	2,704	1,500	675	1,013	-33%	1,100
Public Training	1,746	1,170	1,300	0	0	-100%	1,300
Plan Review	16,836	17,794	18,400	11,617	17,426	-5%	17,500
Total Current Service Charges	114,658	228,356	143,800	75,722	113,584	-21%	143,300

Use of Money and Property

Interest on Bank Deposits	1,167	2,082	800	625	938	17%	1,000
Gain on Investment	23,187	89,866	70,000	8,195	62,195	-11%	70,000
Rent Income - Bear Mtn	0	3,750	3,750	0	3,750	0%	3,750
Rent Income - Baldwin Lake	16,548	21,411	16,400	21,000	36,270	121%	37,359
Rent/Options - Cell Tower	22,258	23,029	23,700	11,704	23,700	0%	23,705
Transfer in - General Fund		67,641	0	0		0%	

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
Transfer in - Consolidation	8,393,988	0	0	0	0	0%	0
Total Use of Money and Property	8,457,148	207,779	114,650	41,524	126,853	0%	135,814

Total Operations Revenue	19,138,393	11,321,450	10,709,713	6,339,877	10,531,415	-7%	11,361,028
---------------------------------	-------------------	-------------------	-------------------	------------------	-------------------	------------	-------------------

Operations Expenditures

Salaries							
Salaries	3,392,318	3,500,993	3,122,668	2,171,733	3,257,600	4%	3,427,670
Salary Adj to Funded Amt - Grants	(27,063)	(36,858)	(21,279)	(16,133)	(24,200)	14%	(21,279)
Total Salaries	3,365,255	3,464,135	3,101,389	2,155,600	3,233,399	4%	3,406,391

Overtime & Other Pay

Overtime	1,187,280	1,184,145	813,600	650,513	975,770	20%	780,616
Paramedic Pay	259,182	283,709	291,600	184,359	276,539	-5%	264,600
Uniform Allowance	24,600	23,400	24,600	21,000	23,400	-5%	37,680
Total Overtime & Other Pay	1,471,062	1,491,254	1,129,800	855,873	1,275,709	13%	1,082,896

Benefits

Medical Insurance	635,077	599,276	631,309	417,167	598,628	-5%	685,564
Dental Insurance	77,720	57,965	56,278	38,011	57,016	1%	57,054
Vision Insurance	10,931	9,044	9,282	7,445	11,167	20%	9,647
Life Insurance	5,669	6,233	5,271	4,795	7,193	36%	6,235
Disability Insurance	21,442	20,210	22,000	12,942	19,413	-12%	21,828
401a ER Match	0	0	0	0	0	0%	0
Apple ER Match	4,524	0	0	0	0	0%	0
HRA	226,400	176,157	182,349	(1,304)	184,896	1%	209,911
Other Retirement Expense	2,361	18,142	18,900	19,234	19,234	2%	18,900
SBCERA Expense - Retirement	1,698,127	1,754,964	1,725,633	1,166,957	1,750,436	1%	1,977,655
Medicare ER	69,180	74,335	57,703	47,993	71,990	25%	63,516
SUI Insurance	27,454	18,409	14,599	19,991	15,061	3%	11,214
Direct Benefits Cafeteria	53,023	53,594	51,087	59,185	45,947	-10%	63,542
Total Benefits Employer Paid	2,831,910	2,788,329	2,774,412	1,792,417	2,780,981	0%	3,125,065

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
Other Payroll Expense							
155 Trust OPEB Expense	0	84,518	0	0	0		0
Retiree Medical Insurance	278,149	303,138	306,000	228,541	342,812	12%	353,100
PERS Unfunded Liability	14,013	509,619	575,707	383,805	509,619	-11%	598,974
Side Fund Loan CSD (Principal)	97,766	101,466	105,306	52,164	101,466	-4%	109,296
Side Fund Loan CSD (Interest)	25,548	21,848	18,008	9,493	21,848	21%	14,021
SBCERA County Pool Payment - Principal	161,555	25,189	27,395	18,263	27,395	0%	29,795
SBCERA County Pool Payment - Interest	432,291	79,795	77,588	51,725	77,588	0%	75,189
Workers Compensation Insurance	328,814	327,529	347,124	246,206	326,859	-6%	446,453
Workers Comp Tail Claims	48,426	(23,380)	37,500	236	30,353	-19%	30,400
Total Other Payroll Expense	1,386,562	1,429,721	1,494,628	990,432	1,437,940	-4%	1,657,228

Total Salaries and Benefits	9,054,789	9,173,439	8,500,229	5,794,322	8,728,030	3%	9,271,581
------------------------------------	------------------	------------------	------------------	------------------	------------------	-----------	------------------

Supplies

Basic Materials	470	52	0	0	800	0%	0
Clothing and Personal Equipment	28,182	32,009	36,500	40,702	41,053	12%	36,500
Fuel	52,245	44,267	44,300	27,779	41,668	-6%	47,955
General Household	31,534	32,541	25,200	21,905	32,858	30%	25,200
Office Supplies	12,259	11,673	15,000	5,133	10,199	-32%	15,000
Postage	4,692	4,551	5,100	2,042	3,062	-40%	3,200
Printing	4,591	3,264	4,400	2,184	3,275	-26%	3,300
Total Supplies	133,973	128,357	130,500	99,744	132,916	2%	131,155

Professional Services

Contractual Services	114,140	200,432	182,497	55,161	157,741	-14%	182,376
Professional Services	85,482	152,877	77,590	32,901	49,352	-36%	73,900
Professional Services - Legal	50,382	99,630	85,000	19,329	48,994	-42%	85,000
Recruitment	4,573	6,110	5,700	4,978	7,468	31%	7,500
General Support Services - CSD	32,107	31,200	31,200	0	31,200	0%	31,200
Total Professional Services	286,683	490,249	381,987	112,369	294,753	-23%	379,976

Maintenance and Equipment

Fleet Maintenance	230,779	250,676	145,500	69,788	109,682	-25%	145,500
-------------------	---------	---------	---------	--------	---------	------	---------

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
Equipment Rotation	63,009	87,868	64,300	16,360	55,000	-14%	64,300
Machinery and Equipment	34,515	37,185	37,201	8,416	27,623	-26%	37,000
Ambulance Purchase-Loan Principal	19,351	19,980	20,629	20,629	20,629	0%	20,629
Ambulance Purchase-Loan Interest	2,641	2,012	1,363	1,363	1,363	0%	692
Type 1 Engine Loan Principal	0	0	0	0	0	0%	110,626
Type 1 Engine Loan Interest	0	0	0	0	0	0%	8,923
Brush Engine -Loan Principal	0	0	0	0	0	0%	78,000
Brush Engine -Loan Interest	0	0	0	0	0	0%	6,000
Maint - Buildings and Grounds	55,400	57,572	55,800	45,652	68,478	23%	55,800
Maintenance Equipment	23,307	31,216	35,000	22,218	33,327	-5%	35,000
Communications - Radio	10,254	11,004	11,200	2,443	11,200	0%	11,200
Software/Other Peripheral	67,544	74,854	74,873	26,932	60,398	-19%	74,873
Total Maintenance and Equipment	506,799	572,366	445,866	213,801	387,701	-13%	648,544

Utilities

Data Telephone Lines	72,724	74,961	67,300	48,284	72,426	8%	74,600
Utilities - Electric	64,586	51,868	57,300	36,727	55,091	-4%	56,800
Utilities - Gas	31,944	32,861	32,100	21,417	32,126	0%	33,100
Utilities - Water	18,565	20,088	19,500	11,231	16,846	-14%	17,600
Total Utilities	187,819	179,778	176,200	117,659	176,488	0%	182,100

Other Expenditures

CSD Facility & Land Use Agreement	0	2,500	0	0	2,500	0%	2,500
Advertising	13,199	8,047	8,000	4,848	7,273	-9%	8,000
Community Promotion	5,251	3,493	9,035	1,018	1,527	-83%	5,000
Public Information	3,525	1,603	9,375	0	4,500	-52%	4,500
Education & Training	62,763	62,414	71,300	28,739	43,108	-40%	103,405
Employee Appreciation	1,008	2,396	3,000	901	2,570	-14%	3,000
Insurance Property	18,685	15,980	19,176	12,346	18,520	-3%	19,300
Insurance Liability	68,555	128,669	126,765	84,510	126,765	0%	131,900
Insurance Crime & Other	2,618	2,579	2,800	2,521	3,782	35%	4,000
Other Expenditures	297	376	2,500	61	1,265	-49%	2,500
Memberships and Dues	7,560	5,486	11,096	3,157	11,096	0%	11,096
Public Training	0	50	3,800	0		-100%	0

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
Publications	11	2,840	3,000	0	3,000	0%	0
Rents and Leases	45,635	45,787	46,500	31,186	46,779	1%	48,200
Travel	24,193	7,420	31,800	1,684	7,526	-76%	31,800
Board & Admin Meetings	13,927	6,969	10,100	2,357	3,536	-65%	3,700
Board Stipends and Expenses	20,200	10,650	10,000	10,850	16,275	63%	16,275
Bank Fees	14,577	13,234	17,200	11,448	22,172	29%	22,200
Reimburse CSD- Street Lighting	27,974	37,860	32,400	20,114	30,171	-7%	30,200
Property Tax Collect Charges	46,311	50,403	46,300	7,085	31,452	-32%	32,000
Reimburse GEMT Overpayment	545,272	428,633	0	0	428,633	0%	0
Total Other Expenditures	921,560	837,389	464,147	222,826	812,450	75%	479,576
Total Operating Expenditures	11,091,624	11,381,579	10,098,930	6,560,720	10,532,337	0	11,092,931
Excess Revenue over Expenses - Operations	8,046,769	(60,129)	610,783	(220,843)	(922)		268,097

AMBULANCE

Ambulance Revenue

Current Services Charges

Ambulance Charges for Services	6,101,226	5,620,647	6,201,451	3,794,839	5,845,473	-6%	6,254,656
Contractual Allowance	(3,183,174)	(3,132,062)	(3,270,641)	(1,713,903)	(3,082,898)	-6%	(3,018,701)
Bad Debt	(785,551)	(324,967)	(322,500)	(9,194)	(322,500)	0%	(329,000)
Write-Offs	(41,842)	(26,051)	(29,800)	(8,917)	(13,376)	-55%	(13,400)
Ground Emergency Medical Transport	783,053	25,286	400,000	0	0	-100%	400,000
Total Current Service Charges	2,873,712	2,162,853	2,978,510	2,062,825	2,426,699	-19%	3,293,555

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
Other Revenue							
Ambulance Membership Program	40,003	38,760	46,200	22,335	33,503	-27%	33,600
Ambulance Membership Write-Off	(27,004)	(19,226)	(22,100)	(11,217)	(16,825)	-24%	(16,900)
Total Other Revenue	12,998	19,534	24,100	11,118	16,677	-31%	16,700

Total Ambulance Revenue	2,886,710	2,182,387	3,002,610	2,073,943	2,443,376	12%	3,310,255
--------------------------------	------------------	------------------	------------------	------------------	------------------	------------	------------------

Ambulance Expenditures

Salaries							
Salaries	1,500,089	1,464,058	1,375,631	831,342	1,247,013	-9%	1,327,442
Total Salaries	1,500,089	1,464,058	1,375,631	831,342	1,247,013	-9%	1,327,442

Overtime & Other Pay

Overtime	626,971	866,050	659,800	474,320	711,480	8%	569,184
Paramedic Pay	14,425	14,449	14,400	9,485	14,227	-1%	14,400
Total Overtime & Other Pay	641,396	880,499	674,200	483,804	725,707	8%	583,584

Benefits

Medical Insurance	178,100	170,984	154,669	115,831	173,746	12%	159,854
Dental Insurance	21,571	21,039	19,585	12,009	18,013	-8%	20,329
Vision Insurance	3,311	3,227	3,013	1,988	2,983	-1%	3,104
Life Insurance	4,366	3,072	2,899	1,826	2,740	-6%	2,739
Disability Insurance	5,476	5,613	5,247	3,118	4,677	-11%	4,809
SBCERA Expense - Retirement	793,924	780,816	750,631	413,700	620,550	-17%	748,622
HRA	64,640	70,374	71,901	9,833	79,354	10%	69,339
Medicare ER	32,148	30,215	27,503	15,838	23,757	-14%	26,765
SUI Insurance	1,602	1,217	1,063	933	1,400	32%	515
Direct Benefits Cafeteria	23,460	33,188	35,053	22,986	34,478	-2%	31,619
Total Benefits Employer Paid	1,128,598	1,119,745	1,071,563	598,063	961,699	-10%	1,067,694

Other Payroll Expense

Retiree Medical Insurance	7,032	9,355	9,785	6,919	10,378	6%	10,712
---------------------------	-------	-------	-------	-------	--------	----	--------

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
Workers Compensation Insurance	108,784	108,841	115,708	82,068	123,103	6%	148,818
Total Other Payroll Expense	115,816	118,197	125,493	88,987	133,481	6%	159,530
Total Salaries and Benefits	3,385,900	3,582,499	3,246,887	2,002,197	3,067,900	-6%	3,138,250
Supplies							
Fuel	37,424	42,039	47,400	20,809	31,213	-34%	35,880
Medical Supplies	91,742	112,216	88,600	47,733	71,599	-19%	88,600
Postage	3,208	2,198	3,000	1,048	1,573	-48%	3,000
Printing	677	732	1,000	383	575	-43%	1,000
Total Supplies	133,052	157,185	140,000	69,973	104,385	-25%	128,480
Professional Services							
Contractual Services	334,576	318,002	379,129	213,840	320,760	-15%	420,764
Total Professional Services	334,576	318,002	379,129	213,840	320,760	-15%	420,764
Maintenance and Equipment							
Fleet Maintenance	49,927	43,143	36,800	23,324	34,986	-5%	35,000
Machinery & Equipment	0	9,207	7,100	0	0	-100%	0
Maintenance Equipment	5,827	4,323	5,100	2,448	3,672	-28%	5,100
Software/Other Peripheral	8,105	4,010	8,520	9,681	14,521	70%	5,560
Total Maintenance and Equipment	63,858	60,683	57,520	35,453	53,179	-8%	45,660
Other Expenditures							
Advertising	2,765	2,564	2,800	672	1,008	-64%	2,800
Insurance Property	6,228	5,327	6,400	4,116	6,173	-4%	8,100
Insurance Liability	23,280	42,889	42,255	28,170	42,255	0%	55,000
Other Expenditures	6,092	7,688	6,700	1,374	2,061	-69%	2,100
Bank Fees	2,821	4,478	4,700	2,165	3,248	-31%	3,300
Total Other Expenditures	41,187	62,947	62,855	36,496	54,745	-13%	71,300
Total Ambulance Expenditures	3,958,572	4,181,315	3,886,391	2,357,959	3,600,968	(0)	3,804,453
Excess Revenue over Expenses - Ambulance	(1,071,862)	(1,998,928)	(883,780)	(284,016)	(1,157,592)		(494,199)

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget

AIR OPERATIONS

Air Operations Revenue

Current Services Charges

Air Amb - Clinical Crew - Paramedic Reimbursement	520,000	520,000	520,000	346,666	519,998	0%	520,000
Air Amb - Clinical Crew - Flight Nurse Reimbursement	155,643	343,238	520,000	260,611	343,231	-34%	520,000
Air Amb - Medical Director Fee	0	0	0	0	0	0%	0
Air Amb - Patient Transport Fees	345,000	373,000	400,000	306,000	459,000	15%	460,000
Air Amb - ICEMA License	12,341	12,009	13,000	17,631	17,631	36%	18,000
Total Current Service Charges	1,032,984	1,248,247	1,453,000	930,908	1,339,860	-8%	1,518,000

Use of Money and Property

Amb Air - Facility Lease	9,600	9,600	9,600	6,400	9,600	0%	9,600
Total Use of Money and Property	9,600	9,600	9,600	6,400	9,600	0%	9,600

Total Air Operations Revenue	1,042,584	1,257,847	1,462,600	937,308	1,349,460	7%	1,527,600
-------------------------------------	------------------	------------------	------------------	----------------	------------------	-----------	------------------

Air Operations Expenditures

Salaries

Salaries	356,876	471,659	576,297	162,935	313,143	-46%	589,139
Total Salaries	356,876	471,659	576,297	162,935	313,143	-46%	589,139

Overtime & Other Pay

Overtime	56,259	54,635	56,000	292,076	180,000	221%	180,000
Total Overtime & Other Pay	56,259	54,635	56,000	292,076	180,000	221%	180,000

Benefits

Medical Insurance	91,059	141,787	172,972	101,254	151,881	-12%	182,628
Dental Insurance	9,170	13,183	15,283	8,854	13,281	-13%	15,283
Vision Insurance	1,286	1,841	2,321	1,271	1,906	-18%	2,321
Life Insurance	2,643	3,344	3,474	2,171	3,257	-6%	3,474
Disability Insurance	7,446	9,477	10,749	6,371	9,556	-11%	10,749
SBCERA Expense - Retirement	126,713	173,137	212,288	64,625	96,937	-54%	230,892

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
HRA	0	35,750	40,750	500	35,000	-14%	40,750
Medicare ER	5,990	7,684	8,412	6,629	9,944	18%	8,605
SUI Insurance	3,087	2,510	2,510	2,187	3,280	31%	1,712
Total Benefits	247,395	388,712	468,760	193,862	325,043	-31%	496,414
Total Salaries and Benefits	660,529	915,006	1,101,057	648,872	818,186	-26%	1,265,553
Supplies							
Basic Materials	0	0	0	0	500	0%	0
Total Supplies	0	0	0	0	500	0%	0
Utilities							
Utilities - Electric	1,029	3,907	4,400	554	831	-81%	900
Utilities - Gas	1,659	1,045	2,500	48	72	-97%	500
Utilities - Water	189	907	2,000	1,705	2,558	28%	2,600
Total Utilities	2,877	5,859	8,900	2,307	3,460	-61%	4,000
Maintenance and Equipment							
Maintenance Building and Grounds	0	0	5,000	0	5,000	0%	5,000
Total Maintenance and Equipment	0	0	5,000	0	5,000	0%	5,000
Other Expenditures							
Rents and Leases	1,200	0	0	0	0	0%	0
ICEMA License	12,341	12,009	13,000	17,631	17,631	36%	18,000
Total Other Expenditures	13,541	12,009	13,000	17,631	17,631	36%	18,000
Total Air Operations Expenditures	676,947	932,873	1,127,957	668,811	844,777	-25%	1,292,553
Excess Revenue over Expenses - Air Operations	365,637	324,973	334,643	268,497	603,100		235,047

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
MUTUAL AID							
Mutual Aid Revenue							
Intergovernmental							
Mutual Aid Response Reimbursement	843,043	242,151	350,000	1,469,994	1,631,693	366%	600,000
Total Intergovernmental Revenue	843,043	242,151	350,000	1,469,994	1,631,693	366%	600,000
Total Mutual Aid Revenue	843,043	242,151	350,000	1,469,994	1,631,693	366%	600,000
Mutual Aid Expenditures							
Salaries							
Salaries	121,249	74,397	100,015	279,254	321,142	221%	139,200
Total Salaries	121,249	74,397	100,015	279,254	321,142	221%	139,200
Overtime & Other Pay							
Overtime	306,598	125,589	236,721	578,788	665,606	181%	326,400
Total Overtime & Other Pay	306,598	125,589	236,721	578,788	665,606	181%	326,400
Benefits - Employer Paid							
Medicare ER	6,204	2,714	6,939	12,044	13,851	100%	6,750
SUI		449	0				
Total Benefits Employer Paid	6,204	3,163	6,939	12,044	13,851	100%	6,750
Total Salaries and Benefits	434,051	203,150	343,675	870,086	1,000,599	191%	472,350
Supplies							
Fuel	3,496	1,884	2,185	5,642	6,488	197%	3,430
Total Supplies	3,496	1,884	2,185	5,642	6,488	197%	3,430
Other Expenditures							
Other Expenditures	1,411	230	345	3,059	3,518	920%	420
Travel	20,292	4,349	3,795	53,687	61,740	1527%	3,800
Total Other Expenditures	21,703	4,578	4,140	56,746	65,257	1476%	4,220

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget
Total Mutual Aid Expenditures	459,250	209,612	350,000	932,473	1,072,344	206%	480,000
Excess Revenue over Expenses - Mutual Aid	383,793	32,539	0	537,520	559,349		120,000
Interfund Transfers							
Transfer Out - Capital Fund	371,938	0	390,000	0	15,000	-96%	320,000
Transfer Out - Grant Fund (Matching Expenses)	41,194	40,357	26,576	0	51,291	93%	10,964
Total Interfund Transfers	413,133	40,357	416,576	0	66,291	-84%	330,964
TOTAL OPERATING FUND REVENUE	23,910,731	15,003,834	15,524,923	10,821,121	16,054,361	3%	16,798,883
TOTAL OPERATING FUND EXPENSES	16,599,527	16,745,736	15,879,853	10,519,963	16,116,718	1%	17,000,901
EXCESS REVENUE OVER EXPENSES	7,311,204	(1,741,902)	(354,930)	301,159	(62,357)		(202,018)

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-2019	2019-2020	2020-2021	February	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD	Projected	Variance	Proposed Budget

CAPITAL FUND

Capital Transfers In

Transfer in from Operating Fund	371,938		995,000	358,706	963,706	-3%	320,000
Total Capital Transfers In	371,938		995,000	358,706	963,706	-3%	320,000

Capital Expenditures

2018 Ambulance Purchase	168,436						
Cardiac Monitors	96,000						
Station Alerting Equipment	107,502						
Auto Pulse			15,000	14,997	14,997	0%	
Contingency			15,000	0	0	-100%	
Ambulance			180,000	166,828	166,828	-7%	
Staff Vehicle			80,000	76,881	76,881	-4%	
Deposit Type 1 Structure Engine			100,000	100,000	100,000	0%	
Ambulance			195,000		195,000	0%	
Staff Vehicle			80,000		80,000	0%	
BC Vehicle			130,000		130,000	0%	
Mechanic Vehicle			150,000		150,000	0%	
Brush Engine Deposit			50,000		50,000	0%	
Auto Pulse							15,000
Ladder Truck Deposit							100,000
Outfit 20/21 Type 1 Structure Engine (Carryover)							205,000
Total Capital Expenditures	371,938	0	995,000	358,706	963,706	-3%	320,000

2021-2022 BIG BEAR FIRE AUTHORITY PROPOSED BUDGET

	2018-19	2019-2020	2020-2021	2020-2021	2020-2021	2020-2021	2021-2022
	Actual	Actual	Budget	YTD Feb	Projected	Variance	Proposed Budget
GRANT FUND							
Big Bear Lake - Hazardous Tree Removal Grant							No End Date
BBL Chipping/Tree Contribution Revenue							
Chipping Contribution - City of BBL	0	55,794	9,462	0	0	-100%	9,462
Tree Contribution - City of BBL	0	23,215	42,041	11,315	19,397	-16%	22,644
Total Revenue	0	79,009	51,503	11,315	19,397	-75%	32,106
BBL Chipping Contribution Expense							
Salary Adj to Funded Amt	0	0	0	0	0	0%	0
Basic Services	0	0	0	0	0	0%	0
Contractual Services - Chip	0	55,794	9,462	0	0	-100%	9,462
Contractual Services - Tree	0	23,215	42,041	11,315	19,397	-16%	22,644
Data Telephone	0	0	0	0	0	0%	0
Community Promotion	0	0	0	0	0	0%	0
Total Expense	0	79,009	51,503	11,315	19,397	-75%	32,106
CalFire SRA - Hazardous Tree Removal Grant 5GG17114							
						Ends 3/15/22	
CalFire SRA Hazardous Tree Revenue							
Grant Revenue	1,615	8,900	32,143	3,425	8,500	-4%	55,985
Citizen Participation	1,615	12,500	0	3,425	8,500	-32%	47,385
Total Revenue	3,230	21,400	32,143	6,850	17,000	-21%	103,370
CalFire SRA Hazardous Tree Expense							
Property Owner Reimb - Grant Funded	1,615	8,900	29,643	4,875	8,500	-4%	49,985
Contractual Services Arborist - Grant Funded	0	0	2,500	0	2,500	0%	5,000
Salary Adj to Funded Amt Office Clerk - Match	3,720	25,625	0	0	0	-100%	0
Salary Adj to Funded Amt Fire Marshall - Match	0	4,699	5,016	6,871	8,009	70%	2,023
Salary Adj to Funded Amt ASST Fire Marshall - Match	0	6,534	5,624	9,263	10,521	61%	0
Basic Materials Match	0	200	100	0	0	-100%	100
Cost Share Match - Citizen Participation	1,615	12,500	0	3,425	8,500	-32%	47,385
Total Expense	6,950	58,458	42,882	24,433	38,030	-35%	104,493
Radios FEMA Assistance to Firefighters Grant							
AFG Grant Revenue							
Grant Revenue	0	0		0	0	0%	140,315
Total Revenue	0	0		0	0	0	140,315
AFG Grant Expense							
SBCA Equipment	0	0		0	0	0	140,315
BFA AFG Match	0	0		0	0	0	9,841
Total Expense	0	0		0	0	0	150,156
Total Revenue	3,230	100,409		18,165	36,397		275,791
Expenses	6,950	137,467		35,748	57,427		286,755
Transfer in Funds for Matching Expenses							10,964