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**BROOKTRAILS TOWNSHIP**  
**COMMUNITY SERVICES DISTRICT**  
24860 BIRCH STREET, WILLITS, CA 95490  
**BOARD OF DIRECTORS MEETING AGENDA**

**Board of Directors**

President Rick Williams    Vice President Tina Tyler-O'Shea  
Director Ed Horrick    Director Ralph Santos    Director Joanne Cavallari

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**Tuesday, March 14, 2023**  
**Regular Session – 7:00 PM to 10:30 PM\***

**\*\*Brooktrails Township will be holding the Regular Session in person with a Zoom link to participate remotely\*\***

**\*\*IMPORTANT NOTICE\*\***

To attend the meeting remotely using your internet-connected device, use this link:  
<https://us02web.zoom.us/j/7794192028>.

To attend the meeting remotely using your telephone, dial **408-638-0968, 7794192028#**.  
Your devices should be muted unless you are addressing the Board.

**A. PLEDGE OF ALLEGIANCE**

**B. ROLL CALL**

1. The Presiding Officer will call the meeting to order and call the roll of members to determine the presence of a quorum.

**C. ADDITIONS/ADJUSTMENTS TO THE AGENDA/REPORT ON CLOSED SESSION**

2. The Presiding Officer will determine if Board members wish to add an item or make an adjustment to the agenda.
3. Report on closed session (as needed).

**D. MINUTES OF PREVIOUS MEETINGS**

4. The Board may approve, or amend and approve, the minutes of previous meetings:
  - a) February 28, 2023 Regular Meeting

**E. SPECIAL PRESENTATIONS**

**F. PUBLIC HEARINGS – None**

**G. REPORTS**

From Directors  
From District Counsel  
From General Manager

**H. PUBLIC COMMENTS**

Audience members will be invited to speak regarding matters not on the agenda. The Board cannot act on new public comment items. Speakers may be limited to three minutes.

**I. DIRECTORS' RESPONSE TO PUBLIC COMMENTS**

(Responses will generally be brief; directors may call upon General Manager to respond. Items may be placed on a future agenda for a more in-depth response.)

**J. CONSENT CALENDAR**

- 5. The Board may approve all items on the Consent Calendar in one motion or move to pull separate items for individual approval.
  - a) Review and approval of Accounts Payable report and authorization to issue checks on or about March 15, 2023

**K. AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

- 6. Review of Annual Planning Workshop Outcomes

**L. CLOSED SESSION**

- 7. Per Government Code §54954.5(c), Conference with Legal Counsel: Anticipated Litigation (One Case) [Memo: in accordance with Fowler v. City of Lafayette: The basis for this Closed Session is related to issues that have arisen over the golf course contract, its potential assignment, and elevated tensions. The contractor has retained an attorney and the purpose of the closed session will be to develop a position for communication to the contractor's attorney.]

**M. ADJOURNMENT**

- 8. The Board will consider a motion to adjourn.

**UPCOMING BOARD MEETINGS**

Saturday, April 8, 2023 – Annual Budget Meeting at 9:30am  
Tuesday, March 28, 2023 – Regular Meeting  
Tuesday, April 11, 2023 – Regular Meeting

**NO UPCOMING HOLIDAYS**

**Last Resolution Adopted: 2023-02**

**Last Ordinance Adopted: 164**

**IMPORTANT INFORMATION ABOUT BOARD MEETINGS:**

\*MANDATORY ADJOURNMENT. Pursuant to Section 3.18 of Ordinance No. 93, if consideration of all matters on the agenda is not complete by 10:30 p.m., the President shall adjourn to the next regular meeting, at which time those matters shall be taken up for consideration first. By motion of the Board, the meeting may be extended beyond 10:30 p.m. to a stated time.

RIGHT OF APPEAL. People who are dissatisfied with decisions of the Board of Directors may have the right of review of that decision by a state court. The District has adopted Section 1094.6 of the Code of Civil Procedure, which generally limits to 90 days the time within which decisions of the District Board and agencies may be judicially challenged in state court.

AGENDA MATERIALS. The agendas for Board meetings contain a brief description of those items to be considered at the meetings. Agendas and materials related to an agenda item (including materials distributed to the Board after the agenda is posted) are available in the District Office, 24860 Birch Street, Willits, CA, during normal business hours (8:00 a.m.–5:00 p.m. Monday-Friday) and on the Township Website Home Page at [www.btcsd.org](http://www.btcsd.org).

AMERICANS WITH DISABILITIES ACT COMPLIANCE. The meeting room is ADA accessible. If you are a person with a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the District Office at (707)459-2494. Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES – FEBRUARY 28, 2023**

The Board of Directors of Brooktrails Township Community Services District met in regular session February 28, 2023 at 7:00 p.m. in person and remotely via <https://us02web.zoom.us/j/7794192028>

**A. PLEDGE OF ALLEGIANCE**

**B. ROLL CALL**

1. Roll call at 7:07 p.m. by VP Tyler-O’Shea showed Directors Horrick, Santos, Cavallari present with VP Tyler-O’Shea via Zoom, President Williams arrived and took over chair at 7:15. Also present were General Manager Alaniz, Chief Noyer, Supervisor John Haschak, and Counsel Neary via Zoom. Additionally, from the public was Tyler & Rudy Larson, Anne & John Cedarholm, and Barbara O’Reardon via Zoom.

**C. ADDITIONS/ADJUSTMENTS TO THE AGENDA/REPORT ON CLOSED SESSION:**

2. There was none.

3. Counsel Neary reported on the previous closed session, re: potential litigation; the Board received information and no action was taken.

**D. MINUTES OF PREVIOUS MEETINGS:**

4. Director Horrick moved to approve the Regular Meeting minutes of February 14, 2022; Director Santos then seconded the motion. The motion to approve the minutes passed unanimously by roll call vote 3-0 with VP Tyler-O’Shea abstaining.

**E. SPECIAL PRESENTATIONS:**

5. **Proclamation and Plaque for Charles Anthony “Tony” Orth:** Director Horrick presented Tony Orth with a plaque and read the proclamation detailing Orth’s longevity of service to the community; from assisting Fire agencies, Bypass and Sherwood Road intersection improvements, support for Special Districts, to providing guidance to elected officials for the nearly forty years of Board Membership. Proclaiming Tony Orth as an elder statesman of Mendocino County.

**F. PUBLIC HEARINGS:** There was none.

**G. REPORTS:**

**From Directors:** Director Santos updated the Board on the MCAFD meeting’s discussion held on February 15<sup>th</sup>.

**From District Counsel:** Counsel Neary expressed his gratitude for Tony Orth’s many services to the District.

**From General Manager:** GM Alaniz reported that due to the infrastructure set in place for PSPS incidences, power loss due to snow has been manageable in keeping water and treatment plants running. Fire Department used the UTV with plow attachment to keep district facilities clear and aid the public in need.

**H. PUBLIC COMMENTS:** Anne Cedarholm spoke about the stewardship role of the Golf Course operator, its decline, and hopes for the Larson’s roll to come as operators. Supervisor John Haschak voiced his appreciation for Tony Orth’s commitment to, and his role in the community. Haschak also noted that FEMA roofing grant has been approved to have the CEO sign all grants to easier expedite. Fire Chief Noyer added what a helpful resource Tony Orth has been to fire associations, specifically for Brooktrails Fire. Tony Orth expressed his gratitude for the plaque and kind words.

**I. DIRECTORS' RESPONSE TO PUBLIC COMMENT:** Directors responded to Anne Cedarholm by directing GM Alaniz to itemize the Golf Course issues on the next agenda, March 14, 2023.

**J. CONSENT CALENDAR**

5. President Williams called for the motion to approve the Consent Calendar. Director Horrick moved to approve the Consent Calendar; Director Cavallari seconded the motion. The motion to approve the Consent Calendar in the amount of \$91,533.65 passed unanimously 5-0.

**K. AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION-**

**7. Consideration of Resolution 2023-02 Adopting an Agreement with William Scott Daniels:** GM Alaniz gave an overview of the written report. Director Santos clarified that any future circumstance of the same nature continues to go before the Board before any agreement is approved. Director Horrick moved to approve Resolution 2023-02; Director Santos seconded the motion. The motion to approve Resolution 2023-02 passed unanimously by roll call vote 5-0.

**L. CLOSED SESSION** The Board adjourned to closed session at 7:46 p.m.

**8. Per Government Code §54954.5(b), Conference with Real Property Negotiators for 24895 Birch Street: Christopher J. Neary, Agency Negotiator**

**M. ADJOURNMENT**

9. President Williams adjourned the closed session and returned to regular session at 7:56 p.m. Director Horrick moved to adjourn the regular meeting at 7:57 p.m.

ATTEST:

\_\_\_\_\_  
R. Richard Williams, President

\_\_\_\_\_  
Tamara Alaniz, Secretary

Report Criteria:

- Detail report.
- Invoice detail records above \$0.00 included.
- Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>120-612-5190</b>								
6220	LISA L GILLESPIE	230306	NOTARY MONEY ORDER AND P	03/06/2023	56.75	.00		
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	548.37	548.37	03/09/2023	
Total 120-612-5190:					605.12	548.37		
<b>120-612-5212</b>								
8605	UKIAH DAILY JOURNAL	0001367614	CLASSIFIED ADS	02/28/2023	711.90	.00		
Total 120-612-5212:					711.90	.00		
<b>120-612-5250</b>								
3470	FERRELLGAS	1122333620	Propane	02/17/2023	176.54	.00		
3470	FERRELLGAS	1122474023	Propane	03/01/2023	170.90	.00		
3470	FERRELLGAS	2030774998	Propane	01/28/2023	37.54	.00		
3470	FERRELLGAS	2031070547	Propane	01/30/2023	192.96	.00		
3470	FERRELLGAS	2031551340	Propane	03/01/2023	158.41	.00		
6790	PG&E - EFT	230308	ELECTRIC	03/08/2023	727.60	.00		
Total 120-612-5250:					1,463.95	.00		
<b>120-612-5260</b>								
1500	AT&T - EFT	230207-11	PHONES	02/07/2023	480.56	480.56	03/07/2023	
2700	COMCAST - EFT	230227	INTERNET SERVICES	02/27/2023	215.55	215.55	03/07/2023	
Total 120-612-5260:					696.11	696.11		
<b>120-612-5270</b>								
1560	AWWA	7002091600	AGENCY DUES	01/23/2023	487.00	.00		
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	14.99	14.99	03/09/2023	
Total 120-612-5270:					501.99	14.99		
<b>120-612-5300</b>								
1240	ALLEN'S JANITORIAL	11966	CONTRACT SERVICES	02/28/2023	170.00	.00		
2460	CASSELL INC	123569	Contract Services	03/01/2023	195.60	.00		
2750	COMPUTER WORKS OF UKIAH	5260	CONTRACT SERVICES	02/28/2023	152.12	.00		
6690	PARCEL QUEST	21658	CONTRACT SERVICES	03/02/2023	1,799.00	.00		
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	377.38	377.38	03/09/2023	
Total 120-612-5300:					2,694.10	377.38		
<b>120-612-5301</b>								
3220	EDWARD R HORRICK	230228	DIRECTOR FEES	02/28/2023	200.00	.00		
4295	JOANNE CAVALLARI	230228	DIRECTOR FEES	02/28/2023	200.00	.00		
9160	R. RICHARD WILLIAMS	230228	DIRECTOR FEES	02/28/2023	200.00	.00		
7650	RALPH R. SANTOS	230228	DIRECTOR FEES	02/28/2023	200.00	.00		
8550	TINA M TYLER-O'SHEA	230228	DIRECTOR FEES	02/28/2023	100.00	.00		
Total 120-612-5301:					900.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>120-612-5302</b>								
5460	NEARY AND O'BRIEN	230303	FEBRUARY-RETAINER	03/03/2023	1,952.50	.00		
Total 120-612-5302:					1,952.50	.00		
<b>120-612-5340</b>								
1090	ACWA/JPIA	699015	Admin Twn Health Insurance	03/02/2023	5,258.76	.00		
Total 120-612-5340:					5,258.76	.00		
<b>120-614-5250</b>								
6790	PG&E - EFT	230308	ELECTRIC	03/08/2023	28.42-	.00		
Total 120-614-5250:					28.42-	.00		
<b>120-614-5340</b>								
1090	ACWA/JPIA	699015	Admin Rec Health Insurance	03/02/2023	893.48	.00		
Total 120-614-5340:					893.48	.00		
<b>120-651-5210</b>								
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	56.97	56.97	03/09/2023	
Total 120-651-5210:					56.97	56.97		
<b>220-621-5190</b>								
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	460.00	460.00	03/09/2023	
Total 220-621-5190:					460.00	460.00		
<b>220-621-5210</b>								
1420	ARAMARK	5080176846	SHOP TOWELS & MATS	02/09/2023	80.32	80.32	03/07/2023	
4990	MENDO MILL & LUMBER CO.	4411318	DISH SOAP, FASTERNERS	02/03/2023	7.46	.00		
4990	MENDO MILL & LUMBER CO.	441473	FUSE, SUMP PUMP, ICE MELT	02/06/2023	183.30	.00		
4990	MENDO MILL & LUMBER CO.	441528	PAINT SUPPLIES	02/06/2023	524.54	.00		
4990	MENDO MILL & LUMBER CO.	443031	PAINT SUPPLIES	02/27/2023	457.34	.00		
6680	PACE SUPPLY	028094932	CURB STOPS	03/09/2023	1,881.22	.00		
7620	SAFEWAY INC	801867	Kitchen Supplies	02/21/2023	21.87	.00		
7620	SAFEWAY INC	802711	Kitchen Supplies	02/23/2023	17.98	.00		
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	664.01	664.01	03/09/2023	
8740	USA BLUEBOOK	269385	METER GASKET RUBBER 3/4"	02/15/2023	105.73	.00		
8740	USA BLUEBOOK	275593	DPD 1 DISPENSER	02/21/2023	528.62	.00		
Total 220-621-5210:					4,472.39	744.33		
<b>220-621-5230</b>								
4680	LES SCHWAB TIRE CENTER	63700379334	2016 FORD F-150 TIRES	02/27/2023	981.57	.00		
4730	LITTLE LAKE AUTO PARTS	618613	FUEL FILTERS	02/06/2023	27.82	.00		
4730	LITTLE LAKE AUTO PARTS	618638	ALTERNATOR 2006 RANGER	02/07/2023	156.89	.00		
4730	LITTLE LAKE AUTO PARTS	618645	CORE DEPOSIT	02/27/2023	25.38-	.00		
4730	LITTLE LAKE AUTO PARTS	620183	ANTIFREEZE	02/24/2023	64.68	.00		
4730	LITTLE LAKE AUTO PARTS	620340	REAR BRAKE PADS	02/27/2023	32.73	.00		
4730	LITTLE LAKE AUTO PARTS	620421	TIRE CHAINS/TIGHTENER	02/28/2023	211.68	.00		
6460	O'REILLY AUTOMOTIVE INC	5547-137121	SEMI-MET PAD	02/01/2023	29.48	.00		
Total 220-621-5230:					1,479.47	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>220-621-5250</b>								
3470	FERRELLGAS	1122333620	Propane	02/17/2023	411.92	.00		
3470	FERRELLGAS	1122474023	Propane	03/01/2023	398.76	.00		
3470	FERRELLGAS	2030774998	Propane	01/28/2023	87.60	.00		
3470	FERRELLGAS	2031070547	Propane	01/30/2023	450.23	.00		
3470	FERRELLGAS	2031551340	Propane	03/01/2023	369.63	.00		
6790	PG&E - EFT	230308	ELECTRIC	03/08/2023	14,637.40	.00		
Total 220-621-5250:					16,355.54	.00		
<b>220-621-5260</b>								
1500	AT&T - EFT	230207	PHONES	02/07/2023	34.04	34.04	03/07/2023	
1500	AT&T - EFT	230207-05	PHONES	02/07/2023	366.11	366.11	03/07/2023	
1500	AT&T - EFT	230207-2	PHONES	02/07/2023	34.04	34.04	03/07/2023	
1500	AT&T - EFT	230207-3	PHONES	02/07/2023	159.86	159.86	03/07/2023	
1500	AT&T - EFT	230207-4	PHONES	02/07/2023	277.09	277.09	03/07/2023	
8480	TRI-CITIES ANSWERING SVC	230200027101	Answering Services	03/01/2023	103.30	.00		
Total 220-621-5260:					974.44	871.14		
<b>220-621-5300</b>								
1260	ALPHA ANALYTICAL LAB	3032725-BTCS	WATER ANALYSIS	03/03/2023	65.00	.00		
1260	ALPHA ANALYTICAL LAB	3033513-BTCS	WATER ANALYSIS	03/08/2023	175.00	.00		
2460	CASELLE INC	123569	Contract Services	03/01/2023	782.40	.00		
Total 220-621-5300:					1,022.40	.00		
<b>220-621-5340</b>								
1090	ACWA/JPIA	699015	Water Health Insurance	03/02/2023	4,183.28	.00		
Total 220-621-5340:					4,183.28	.00		
<b>220-621-5360</b>								
5050	MENDOCINO COUNTY DEPT O	11171	ENCROACHMENT PERMIT-OCT	02/24/2023	450.00	.00		
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	120.00	120.00	03/09/2023	
Total 220-621-5360:					570.00	120.00		
<b>220-621-5424</b>								
1700	Bank of New York Mellon Trust Co	252-2534273	CT2009202	02/25/2023	740.00	.00		
Total 220-621-5424:					740.00	.00		
<b>220-621-5520</b>								
1640	BADGER METER INC	80119934	MOBILE DATA COLLECTION	02/28/2023	715.42	.00		
Total 220-621-5520:					715.42	.00		
<b>320-631-5180</b>								
3780	GILBERT E. FUENTES	230306	UNIFORMS	03/08/2023	34.26	.00		
Total 320-631-5180:					34.26	.00		
<b>320-631-5210</b>								
1420	ARAMARK	5080176846	SHOP TOWELS & MATS	02/09/2023	80.32	80.32	03/07/2023	
4990	MENDO MILL & LUMBER CO.	441528	PAINT SUPPLIES	02/06/2023	262.27	.00		
4990	MENDO MILL & LUMBER CO.	443031	PAINT SUPPLIES	02/27/2023	228.67	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
7620	SAFEWAY INC	801867	Kitchen Supplies	02/21/2023	21.87	.00		
7620	SAFEWAY INC	802711	Kitchen Supplies	02/23/2023	17.98	.00		
7770	SENSAPHONE	230112	ANNUAL SUBSCRIPTION	01/13/2023	420.00	.00		
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	47.37	47.37	03/09/2023	
8930	WESTERN ENVIRONMENTAL S	52380	PURE EZ	02/13/2023	2,773.84	.00		
3000	WILLIAM SCOTT DANIELS	230301	SEWER BACKUP	03/01/2023	5,870.00	5,870.00	03/01/2023	
Total 320-631-5210:					9,722.32	5,997.69		
<b>320-631-5230</b>								
4680	LES SCHWAB TIRE CENTER	63700379334	2016 FORD F-150 TIRES	02/27/2023	981.57	.00		
4730	LITTLE LAKE AUTO PARTS	618613	FUEL FILTERS	02/06/2023	27.82	.00		
4730	LITTLE LAKE AUTO PARTS	618638	ALTERNATOR 2006 RANGER	02/07/2023	156.89	.00		
4730	LITTLE LAKE AUTO PARTS	618645	CORE DEPOSIT	02/27/2023	25.37-	.00		
4730	LITTLE LAKE AUTO PARTS	620183	ANTIFREEZE	02/24/2023	64.67	.00		
4730	LITTLE LAKE AUTO PARTS	620340	REAR BRAKE PADS	02/27/2023	32.73	.00		
4730	LITTLE LAKE AUTO PARTS	620421	TIRE CHAINS/TIGHTENER	02/28/2023	211.68	.00		
6460	O'REILLY AUTOMOTIVE INC	5547-137121	SEMI-MET PAD	02/01/2023	29.48	.00		
Total 320-631-5230:					1,479.47	.00		
<b>320-631-5250</b>								
6790	PG&E - EFT	230308	ELECTRIC	03/08/2023	1,709.74	.00		
Total 320-631-5250:					1,709.74	.00		
<b>320-631-5260</b>								
1500	AT&T - EFT	230207-06	PHONES	02/07/2023	272.62	272.62	03/07/2023	
1500	AT&T - EFT	230207-07	PHONES	02/07/2023	266.59	266.59	03/07/2023	
1500	AT&T - EFT	230207-08	PHONES	02/07/2023	189.53	189.53	03/07/2023	
1500	AT&T - EFT	230207-10	PHONES	02/07/2023	182.86	182.86	03/07/2023	
8480	TRI-CITIES ANSWERING SVC	230200027101	Answer Service	03/01/2023	103.30	.00		
Total 320-631-5260:					1,014.90	911.60		
<b>320-631-5300</b>								
2460	CASELLE INC	123569	Contract Services	03/01/2023	782.40	.00		
Total 320-631-5300:					782.40	.00		
<b>320-631-5340</b>								
1090	ACWA/JPIA	699015	Sewer Health Insurance	03/02/2023	4,749.14	.00		
Total 320-631-5340:					4,749.14	.00		
<b>320-631-5360</b>								
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	120.00	120.00	03/09/2023	
Total 320-631-5360:					120.00	120.00		
<b>320-631-5370</b>								
2580	CITY OF WILLITS	1050	TREATMENT PLANT	03/01/2023	31,044.10	.00		
Total 320-631-5370:					31,044.10	.00		
<b>420-641-5171</b>								
6330	JON NOYER	230303	STAYWELL-MEDICAL	03/03/2023	271.27	.00		



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 420-641-5171:					271.27	.00		
<b>420-641-5181</b>								
8640	UMPQA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	371.00	371.00	03/09/2023	
Total 420-641-5181:					371.00	371.00		
<b>420-641-5210</b>								
4990	MENDO MILL & LUMBER CO.	441528	PAINT SUPPLIES	02/06/2023	221.93	.00		
4990	MENDO MILL & LUMBER CO.	443031	PAINT SUPPLIES	02/27/2023	193.49	.00		
7620	SAFEWAY INC	801867	Kitchen Supplies	02/21/2023	21.88	.00		
7620	SAFEWAY INC	802711	Kitchen Supplies	02/23/2023	17.98	.00		
8640	UMPQA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	510.65	510.65	03/09/2023	
Total 420-641-5210:					965.93	510.65		
<b>420-641-5230</b>								
4730	LITTLE LAKE AUTO PARTS	618208	FUEL FILTERS	02/02/2023	247.69	.00		
5495	NICK BARBIERI TRUCKING LLC	CL09590	DIESEL	02/28/2023	159.47	.00		
8640	UMPQA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	115.01	115.01	03/09/2023	
Total 420-641-5230:					522.17	115.01		
<b>420-641-5250</b>								
3470	FERRELLGAS	1122333620	Propane	02/17/2023	588.45	.00		
3470	FERRELLGAS	1122474023	Propane	03/01/2023	569.64	.00		
3470	FERRELLGAS	2030774998	Propane	01/28/2023	125.14	.00		
3470	FERRELLGAS	2031070547	Propane	01/30/2023	643.18	.00		
3470	FERRELLGAS	2031551340	Propane	03/01/2023	528.05	.00		
6790	PG&E - EFT	230308	ELECTRIC	03/08/2023	561.93	.00		
Total 420-641-5250:					3,016.39	.00		
<b>420-641-5260</b>								
1500	AT&T - EFT	230207-09	PHONES	02/07/2023	374.40	374.40	03/07/2023	
2700	COMCAST - EFT	230225	INTERNET SERVICES	02/25/2023	225.69	225.69	03/07/2023	
Total 420-641-5260:					600.09	600.09		
<b>420-641-5270</b>								
8640	UMPQA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	206.01	206.01	03/09/2023	
Total 420-641-5270:					206.01	206.01		
<b>420-641-5300</b>								
2460	CASELLE INC	123569	Conrtac Services	03/01/2023	195.60	.00		
2750	COMPUTER WORKS OF UKIAH	5260	CONTRACT SERVICES	02/28/2023	152.11	.00		
6690	PARCEL QUEST	21658	CONTRACT SERVICES	03/02/2023	1,799.00	.00		
8640	UMPQA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	495.00	495.00	03/09/2023	
Total 420-641-5300:					2,641.71	495.00		
<b>420-641-5340</b>								
1090	ACWA/JPIA	699015	Fire Health Insurance	03/02/2023	2,671.43	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 420-641-5340:					2,671.43	.00		
<b>420-641-5360</b>								
8640	UMPQUA - EFT	230228	DEPARTMENT PURCHASES	02/28/2023	475.50	475.50	03/09/2023	
Total 420-641-5360:					475.50	475.50		
Grand Totals:					109,077.23	13,691.84		
					122,769.07			

Dated: \_\_\_\_\_

Board President: \_\_\_\_\_

General Manager: \_\_\_\_\_



# BROOKTRAILS TOWNSHIP

COMMUNITY SERVICES DISTRICT  
24860 Birch Street  
Willits, California 95490  
Phone: 707-459-2494  
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btcsd@btcsd.org

Board Meeting  
Agenda Item K-6

DATE: March 14, 2023  
TO: Board of Directors  
FROM: Tamara Alaniz  
RE: Review of Annual Planning Workshop Outcomes and Direction

## **DISCUSSION AND REVIEW**

On March 4, 2023, the Board held its annual planning workshop, where the full board, counsel and senior staff were in attendance. The discussion and direction are identified in this staff report.

Financial impacts of the last year were discussed to introduce current trends and develop priorities for the FY 2022-23 annual budget. Lingering impacts from COVID policies, the arrearage re-payment and lien collection from an uptick in home sales in late 2021/early 2022 have mixed results on both revenues and expenses. The significance of reduced expenses in the Utilities Department from debt refinancing in 2021 assisted the continued cash funding of capital projects like the Primrose Lift Station Relocation and Clarifier II. The Fire Department staffing levels and squad replacement debt has increased expenses to 2020 levels before two debt service obligations were paid down in 2021-22. Directors were happy that these projects were moving forward and did not have further direction or issues with these updates.

Setting budget priorities started with a review of the current status of bank, department reserve, and investment accounts. The current year budget through March 1 was provided and is attached to this report for additional reference. A primary goal of the next fiscal year budget will be to maintain the current department bottom lines without increases. This will be done through reduced expenses, less cash funded capital outlay, realignment of line items and implementation of the existing employment agreement, which does not increase the ranges and steps of employees above 2022-23 wages. Due to this fiscal year's utility rate increases and the upcoming negotiation of the employee agreement in spring 2024, this approach was not contested and the agenda moved forward.

Completion of the Clarifier II, for which the majority of expenses have been incurred, and expensing toward replacement of 100' of water line at Dutch Henry Creek and Lake Emily

will be the only major capital expenses in the water utility. Directors had questions about the status of Clarifier ii and Superintendent Tom Jones updated the Board on remaining steps in the project, including laying the concrete pad with footings and plumbing the unit into the treatment plant. Finalization of the Primrose Lift Station Relocation and abandonment of the old station, also for which the majority of expenses have been incurred, will be the only budgeted capital expenses in the sewer department. Staff will also continue to work with the Cal Rural Water Association on developing and funding a shelf ready potable reuse project. Directors asked about funding for this project, as the goal is to apply for and receive State Revolving Fund grants for potable water reuse, a major priority of the State Board and California leadership.

The three full time employees and increased debt obligations in the Fire Department have been known and discussed by the Board and staff for two years and a consultant, SCI Engineering, was contracted to develop a ballot measure for addressing the looming funding shortage. Staff has been working with the consultant to finalize an engineered study on a mail ballot assessment for consideration by the Board. The approximate rate for an average single family parcel in Brooktrails will be \$84, which would bring their total average annual investment in the fire department to \$183, or \$15.25 per month. Properties with higher impacts, like size, use or location further away from the fire station will have a higher investment that varies by impact. This will be discussed more when the engineered study is considered by the Board on March 28<sup>th</sup>.

After two years of real estate negotiations for a potential new office site, the Board discussed and directed staff to create an alternative plan for onsite improvements and a replacement to the primary district office. The initial work will be staff time to consider onsite locations, utility improvement and pedestrian-traffic interface, with capital expenses likely incurred in future budget years.

The Administration Department/Parks and Recreation Division has a potential project proposed by the Recreation, Conservation and Greenbelt Committee to develop a kids' mountain bike practice loop near the par course. This is a basic project that will need little upkeep and provides another outlet for children's recreation near the trail and playground. Directors discussed and reiterated that the risks associated with this type of recreation site are the same as those associated with the existing trails and playground in the district.

Finally, the incremental Community Center improvements are appreciated and a community-wide open house may be planned in the future.

No action is recommended on this item, but if Directors identify discussion or direction that is not included here, staff will incorporate that into future actions.

## **ATTACHMENT**

Fiscal Year 2022-23 Budget Report through March 1, 2023

Account Number	Account Title	2022-23 Future year Budget	2022-24 Future year Actual	Remaining Budget	Percentage Budget Used
<b>General Fund</b>					
<b>General Fund</b>					
120-000-4131	BCSD Allocation - Current	180,000.00	123,947.37	56,052.63	68.9%
120-000-4132	BMD Allocation - Current	145,000.00	189,316.68	44,316.68-	130.6%
120-000-4168	Special Transfer - Water Fund	135,596.25	.00	135,596.25	.00
120-000-4169	Special Transfer - Sewer Fund	87,738.75	.00	87,738.75	.00
120-000-4170	Special Transfer - Fire Fund	42,540.00	.00	42,540.00	.00
120-000-4171	Investment Interest	300.00	365.56	65.56-	121.9%
120-000-4185	Franchise Fee-SWOW	32,000.00	31,595.43	404.57	98.7%
120-000-4199	Other	500.00	535.63	35.63-	107.1%
120-000-4851	Plan Review Fees	500.00	560.00	60.00-	112.0%
120-000-4899	Other Misc Revenue	2,500.00	375.00	2,125.00	15.0%
Total General Fund:		626,675.00	346,695.67	279,979.33	55.3%
<b>Administration</b>					
120-612-5120	Salaries/Wages	303,215.00	215,064.20	88,150.80	70.9%
120-612-5129	Overtime	.00	112.51	112.51-	.00
120-612-5140	Retirement	65,000.00	.00	65,000.00	.00
120-612-5141	457 Emplr Contb	6,000.00	3,561.52	2,438.48	59.4%
120-612-5160	FICA	22,500.00	12,633.96	9,866.04	56.2%
120-612-5161	Medicare Contrb	5,000.00	2,954.66	2,045.34	59.1%
120-612-5170	Unemployment	810.00	.00	810.00	.00
120-612-5171	Staywell Prgrm	2,000.00	467.00	1,533.00	23.4%
120-612-5190	Training/Education	1,500.00	114.37	1,385.63	7.6%
120-612-5210	Supplies	4,000.00	2,062.18	1,937.82	51.6%
120-612-5211	Postage	2,000.00	3,168.44	1,168.44-	158.4%
120-612-5212	Notice Publictn	200.00	222.00	22.00-	111.0%
120-612-5240	Equip/Bldg Main	7,500.00	.00	7,500.00	.00
120-612-5241	Equip Mtns	500.00	132.20	367.80	26.4%
120-612-5250	Utilities	4,500.00	3,497.74	1,002.26	77.7%
120-612-5260	Communications	6,500.00	5,330.42	1,169.58	82.0%
120-612-5270	Mbrsp-Mtg-Meals	10,000.00	2,556.02	7,443.98	25.6%
120-612-5300	Contract Services	10,000.00	11,921.57	1,921.57-	119.2%
120-612-5301	Director Fees	12,000.00	5,500.00	6,500.00	45.8%
120-612-5302	Counsel Fees	23,450.00	9,862.50	13,587.50	42.1%
120-612-5303	Other Legal	2,000.00	3,805.00	1,805.00-	190.3%
120-612-5304	Dist Architect	500.00	1,952.50-	2,452.50	-390.5%
120-612-5340	Insurance	67,000.00	74,518.77	7,518.77-	111.2%
120-612-5341	Workers' Comp	19,000.00	4,913.17	14,086.83	25.9%
120-612-5360	State/Co Chrgs	8,000.00	2,696.24	5,303.76	33.7%
120-612-5390	Other Expenses	2,500.00	58.31	2,441.69	2.3%
120-612-5400	Debt Serv	3,500.00	.00	3,500.00	.00
120-612-5430	Photocopy Ls/Pr	1,500.00	2,889.15	1,389.15-	192.6%
120-612-5500	CalPERS-UAL Exp 26880 PEPRA	.00	2,327.50	2,327.50-	.00
120-612-5710	Contingency	1,500.00	.00	1,500.00	.00
Total Administration:		592,175.00	368,416.93	223,758.07	62.2%
<b>Recreation</b>					
120-614-5120	Salaries/Wages	5,600.00	15,730.75	10,130.75-	280.9%
120-614-5129	Overtime	.00	847.10	847.10-	.00
120-614-5140	Retirement	3,200.00	.00	3,200.00	.00
120-614-5141	457 Emplr Contb	.00	32.00	32.00-	.00
120-614-5160	FICA	500.00	695.71	195.71-	139.1%

Account Number	Account Title	2022-23	2022-24	Remaining Budget	Percentage Budget Used
		Future year Budget	Future year Actual		
120-614-5161	Medicare Contrb	100.00	162.67	62.67-	162.7%
120-614-5170	Unemployment	100.00	.00	100.00	.00
120-614-5171	Staywell	28.00	.00	28.00	.00
120-614-5210	Supplies	5,000.00	1,336.84	3,663.16	26.7%
120-614-5240	Equip/Bldg Main	1,500.00	.00	1,500.00	.00
120-614-5250	Utilities	100.00	.00	100.00	.00
120-614-5300	Contract Services/Engineering/	.00	242.72	242.72-	.00
120-614-5340	Insurance	5,000.00	7,794.77	2,794.77-	155.9%
120-614-5341	Workers' Comp	1,400.00	1,104.02	295.98	78.9%
Total Recreation:		22,528.00	27,946.58	5,418.58-	124.1%
<b>Golf Course</b>					
120-651-5210	Supplies	2,000.00	397.40-	2,397.40	-19.9%
120-651-5230	Vehicle Expense	500.00	619.42	119.42-	123.9%
120-651-5240	Building Maintenance/Tank Main	1,500.00	.00	1,500.00	.00
120-651-5241	Equipment Maintenance	500.00	.00	500.00	.00
120-651-5260	Communications	650.00	350.00	300.00	53.8%
120-651-5340	Insurance	3,120.00	1,099.70	2,020.30	35.2%
120-651-5341	Workers' Comp	.00	3,909.36	3,909.36-	.00
120-651-5360	State/County Charges	100.00	.00	100.00	.00
120-651-5710	Contingency	1,000.00	.00	1,000.00	.00
120-651-5720	Capital Reserve	2,500.00	.00	2,500.00	.00
Total Golf Course:		11,870.00	5,581.08	6,288.92	47.0%
General Fund Revenue Total:		626,675.00	346,695.67	279,979.33	55.3%
General Fund Expenditure Total:		626,573.00	401,944.59	224,628.41	64.1%
Net Total General Fund:		102.00	55,248.92-	55,350.92	-54165.6%

Account Number	Account Title	2022-23 Future year Budget	2022-24 Future year Actual	Remaining Budget	Percentage Budget Used
<b>Water Enterprise Fund</b>					
<b>Water Enterprise Fund</b>					
220-000-4251	Water Base Rate	1,118,880.00	848,985.08	269,894.92	75.9%
220-000-4252	Water Usage Charges	398,735.27	176,948.71	221,786.56	44.4%
220-000-4254	Other Water Charges	.00	211,627.11-	211,627.11	.00
220-000-4256	Water Availability Charges	120,000.00	40,497.39	79,502.61	33.7%
220-000-4267	WTR ENT Interfund T/F	7,500.00	.00	7,500.00	.00
220-000-4271	Investment Interest	.00	46.16	46.16-	.00
220-000-4272	Retirement Ins Premiums	3,000.00	16,884.84	13,884.84-	562.8%
220-000-4274	Penalty Fees	60,000.00	34,061.04	25,938.96	56.8%
220-000-4299	Other	.00	21,360.35	21,360.35-	.00
Total Water Enterprise Fund:		1,708,115.27	927,156.46	780,958.81	54.3%
<b>Administration</b>					
220-612-5300	Contract Services	.00	.00	.00	.00
Total Administration:		.00	.00	.00	.00
<b>Water Department</b>					
220-621-5120	Salaries/Wages	183,000.00	119,528.34	63,471.66	65.3%
220-621-5129	Overtime	.00	12,828.17	12,828.17-	.00
220-621-5140	Retirement	90,000.00	12,091.47-	102,091.47	-13.4%
220-621-5141	457 Emplr Contrb	1,000.00	360.00	640.00	36.0%
220-621-5160	FICA	15,000.00	14,818.94	181.06	98.8%
220-621-5161	Medicare Contrb	3,000.00	3,465.71	465.71-	115.5%
220-621-5170	Unemployment	575.00	.00	575.00	.00
220-621-5171	Staywell Prgm	1,250.00	3,008.37	1,758.37-	240.7%
220-621-5180	Uniforms	1,500.00	320.46	1,179.54	21.4%
220-621-5190	Training/Education	3,500.00	603.05	2,896.95	17.2%
220-621-5210	Supplies	200,000.00	105,846.70	94,153.30	52.9%
220-621-5211	Postage	3,500.00	5,009.20	1,509.20-	143.1%
220-621-5212	Notice Publictn	500.00	60.00	440.00	12.0%
220-621-5214	Water Analysis	18,000.00	6,100.00	11,900.00	33.9%
220-621-5220	Sm Tools/Equip	5,000.00	25.09	4,974.91	0.5%
220-621-5230	Vehicle Expense	100,000.00	16,663.46	83,336.54	16.7%
220-621-5240	Equip/Bldg Main	35,000.00	.00	35,000.00	.00
220-621-5241	Equip Mtn	10,000.00	1,049.43	8,950.57	10.5%
220-621-5242	Equip Replacem	25,000.00	11,149.86	13,850.14	44.6%
220-621-5250	Utilities	160,000.00	118,086.03	41,913.97	73.8%
220-621-5260	Communications	8,800.00	7,602.01	1,197.99	86.4%
220-621-5270	Mbrsp-Mtg-Meals	1,400.00	22,537.84	21,137.84-	1609.8%
220-621-5273	Dues/Subscript	8,100.00	.00	8,100.00	.00
220-621-5300	Contract Services	15,000.00	39,689.66	24,689.66-	264.6%
220-621-5303	Other Legal	2,000.00	.00	2,000.00	.00
220-621-5306	Utility Strike Team	.00	1,707.86	1,707.86-	.00
220-621-5340	Insurance	85,000.00	64,480.89	20,519.11	75.9%
220-621-5341	Workers' Comp	46,000.00	22,075.87	23,924.13	48.0%
220-621-5360	State/Co Chrgs	31,000.00	32,302.28	1,302.28-	104.2%
220-621-5390	Other Expenses	5,000.00	7,913.36	2,913.36-	158.3%
220-621-5400	Debt Services	140,000.00	.00	140,000.00	.00
220-621-5424	Interest Expns	.00	42,187.50	42,187.50-	.00
220-621-5500	CalPERS-UAL Exp 1310 Classic M	.00	45,542.28	45,542.28-	.00
220-621-5520	Water Cap Equip	210,000.00	170,494.20	39,505.80	81.2%
220-621-5660	T/F Reserves	135,596.25	.00	135,596.25	.00

Account Number	Account Title	2022-23 Future year Budget	2022-24 Future year Actual	Remaining Budget	Percentage Budget Used
220-621-5710	Contingency	50,000.00	2,500.00	47,500.00	5.0%
220-621-5720	Capital Reserve	110,000.00	110,000.00	.00	100.0%
Total Water Department:		1,703,721.25	975,865.09	727,856.16	57.3%
<b>Fire Department</b>					
220-641-5210	Supplies	.00	.00	.00	.00
Total Fire Department:		.00	.00	.00	.00
Water Enterprise Fund Revenue Total:		1,708,115.27	927,156.46	780,958.81	54.3%
Water Enterprise Fund Expenditure Total:		1,703,721.25	975,865.09	727,856.16	57.3%
Net Total Water Enterprise Fund:		4,394.02	48,708.63-	53,102.65	-1108.5%



Account Number	Account Title	2022-23 Future year Budget	2022-24 Future year Actual	Remaining Budget	Percentage Budget Used
<b>Sewer Enterprise Fund</b>					
<b>Sewer Enterprise Fund</b>					
320-000-4351	Sewer Base Rate	1,292,400.00	732,837.37	559,562.63	56.7%
320-000-4354	Other Sewer Charges	74,500.00	100.00	74,400.00	0.1%
320-000-4356	Sewer Availability Charges	200,000.00	86,535.26	113,464.74	43.3%
320-000-4367	SWR ENT Interfund T/F	7,500.00	.00	7,500.00	.00
320-000-4371	Investment Interest	.00	46.16	46.16-	.00
320-000-4399	Other	4,500.00	2,700.00	1,800.00	60.0%
Total Sewer Enterprise Fund:		1,578,900.00	822,218.79	756,681.21	52.1%
<b>Sewer Department</b>					
320-631-5120	Salaries/Wages	240,000.00	161,153.19	78,846.81	67.1%
320-631-5129	Overtime	.00	4,006.22	4,006.22-	.00
320-631-5140	Retirement	90,000.00	.00	90,000.00	.00
320-631-5141	457 Emplr Contb	1,000.00	108.00	892.00	10.8%
320-631-5160	FICA	18,000.00	3,226.58	14,773.42	17.9%
320-631-5161	Medicare Contrb	3,500.00	754.67	2,745.33	21.6%
320-631-5170	Unemployment	572.00	.00	572.00	.00
320-631-5171	Staywell Prgrm	1,250.00	3,008.37	1,758.37-	240.7%
320-631-5180	Uniforms	1,000.00	1,879.83	879.83-	188.0%
320-631-5190	Training/Education	1,200.00	.00	1,200.00	.00
320-631-5210	Supplies	30,000.00	11,130.01	18,869.99	37.1%
320-631-5211	Postage	2,000.00	3,130.74	1,130.74-	156.5%
320-631-5212	Notice Publictn	500.00	60.00	440.00	12.0%
320-631-5220	Sm Tools/Equip	1,500.00	.00	1,500.00	.00
320-631-5230	Vehicle Expense	20,000.00	14,633.61	5,366.39	73.2%
320-631-5240	Equip/Bldg Main	1,500.00	.00	1,500.00	.00
320-631-5241	Equip Mtnc	5,000.00	.00	5,000.00	.00
320-631-5242	Equip Replacemt	10,000.00	.00	10,000.00	.00
320-631-5250	Utilities	17,000.00	7,800.78	9,199.22	45.9%
320-631-5260	Communications	8,100.00	6,723.74	1,376.26	83.0%
320-631-5270	Mbrsp-Mtg-Meals	600.00	206.09	393.91	34.3%
320-631-5300	Contract Services	25,000.00	13,298.69	11,701.31	53.2%
320-631-5303	Other Legal	1,000.00	.00	1,000.00	.00
320-631-5340	Insurance	92,000.00	76,883.83	15,116.17	83.6%
320-631-5341	Workers' Comp	32,000.00	21,039.50	10,960.50	65.7%
320-631-5360	State/Co Chrgs	10,000.00	6,898.90	3,101.10	69.0%
320-631-5370	Sewage Trtment	372,529.20	248,352.80	124,176.40	66.7%
320-631-5390	Other Expenses	3,000.00	7,660.13	4,660.13-	255.3%
320-631-5400	Debt Services	25,000.00	26,789.80	1,789.80-	107.2%
320-631-5420	Interest Expns	.00	3,676.20	3,676.20-	.00
320-631-5422	USDA Debt-City-Willits	250,000.00	.00	250,000.00	.00
320-631-5500	CalPERS-UAL Exp 1310 Classic M	.00	45,542.28	45,542.28-	.00
320-631-5530	Sewer Cap Equip	170,000.00	210,071.82	40,071.82-	123.6%
320-631-5660	T/F Reserves	87,738.75	.00	87,738.75	.00
320-631-5710	Contingency	5,800.00	2,500.00	3,300.00	43.1%
320-631-5720	Capital Reserve	50,000.00	50,000.00	.00	100.0%
Total Sewer Department:		1,576,789.95	930,535.78	646,254.17	59.0%
Sewer Enterprise Fund Revenue Total:		1,578,900.00	822,218.79	756,681.21	52.1%
Sewer Enterprise Fund Expenditure Total:		1,576,789.95	930,535.78	646,254.17	59.0%

Account Number	Account Title	2022-23 Future year Budget	2022-24 Future year Actual	Remaining Budget	Percentage Budget Used
	Net Total Sewer Enterprise Fund:	2,110.05	108,316.99-	110,427.04	-5133.4%

Account Number	Account Title	2022-23 Future year Budget	2022-24 Future year Actual	Remaining Budget	Percentage Budget Used
<b>Fire Fund</b>					
<b>Fire Fund</b>					
420-000-4441	FD Special Levy	490,000.00	188,439.30	301,560.70	38.5%
420-000-4452	Strike Team Revenue	15,000.00	144,201.62	129,201.62-	961.3%
420-000-4455	Donations	2,000.00	7,780.00	5,780.00-	389.0%
420-000-4471	Investment Interest	.00	13.84	13.84-	.00
420-000-4493	Fuel Mgmt Grant	35,000.00	172.85-	35,172.85	-0.5%
420-000-4494	Prop 172	49,000.00	33,793.42	15,206.58	69.0%
420-000-4499	Other	45,000.00	33,226.66	11,773.34	73.8%
Total Fire Fund:		636,000.00	407,281.99	228,718.01	64.0%
<b>Fire Department</b>					
420-641-5120	Salaries/Wages	191,841.00	150,581.88	41,259.12	78.5%
420-641-5129	Overtime	.00	27,068.22	27,068.22-	.00
420-641-5140	Retirement	47,000.00	770.43-	47,770.43	-1.6%
420-641-5141	457 Emplr Contb	500.00	340.00	160.00	68.0%
420-641-5160	FICA	24,000.00	13,883.03	10,116.97	57.8%
420-641-5161	Medicare Contrb	2,500.00	3,246.82	746.82-	129.9%
420-641-5170	Unemployment	610.00	25.75	584.25	4.2%
420-641-5171	Staywell Prgm	1,500.00	742.05	757.95	49.5%
420-641-5180	Uniforms	1,500.00	2,627.26	1,127.26-	175.2%
420-641-5181	Protective Gear	500.00	1,700.10	1,200.10-	340.0%
420-641-5190	Training/Education	1,500.00	2,630.49	1,130.49-	175.4%
420-641-5210	Supplies	26,000.00	15,219.71	10,780.29	58.5%
420-641-5211	Postage	800.00	1,252.30	452.30-	156.5%
420-641-5212	Notice Publictn	100.00	.00	100.00	.00
420-641-5220	Sm Tools/Equip	500.00	3,289.37	2,789.37-	657.9%
420-641-5230	Vehicle Expense	28,000.00	75,130.97	47,130.97-	268.3%
420-641-5240	Equip/Bldg Main	1,000.00	446.14	553.86	44.6%
420-641-5241	Equip Mtn	1,000.00	969.99	30.01	97.0%
420-641-5250	Utilities	6,250.00	6,555.94	305.94-	104.9%
420-641-5260	Communications	6,000.00	14,302.52	8,302.52-	238.4%
420-641-5270	Mbrsp-Mtg-Meals	500.00	1,295.83	795.83-	259.2%
420-641-5300	Contract Services	.00	18,687.65	18,687.65-	.00
420-641-5305	Fire Responses	10,000.00	.00	10,000.00	.00
420-641-5306	Strike Team Exp	15,000.00	59,018.89	44,018.89-	393.5%
420-641-5340	Insurance	59,000.00	61,704.26	2,704.26-	104.6%
420-641-5341	Workers' Comp	29,000.00	22,885.25	6,114.75	78.9%
420-641-5350	Weed Abtmt Cntr	15,000.00	6,858.60	8,141.40	45.7%
420-641-5360	State/Co Chrgs	7,000.00	6,476.18	523.82	92.5%
420-641-5390	Other Expenses	.00	43.75	43.75-	.00
420-641-5424	Interest Expns	76,054.00	10,092.89	65,961.11	13.3%
420-641-5430	Photocopy Ls/Pr	560.00	476.31	83.69	85.1%
420-641-5500	CalPERS-UAL Exp FD 1311/25599	.00	13,462.19	13,462.19-	.00
420-641-5540	FIRE Cap Equip	7,500.00	2,000.00	5,500.00	26.7%
420-641-5660	T/F Reserves	42,540.00	.00	42,540.00	.00
420-641-5710	Contingency	2,000.00	5,000.00	3,000.00-	250.0%
420-641-5720	Capital Reserve	30,000.00	30,000.00	.00	100.0%
Total Fire Department:		635,255.00	557,243.91	78,011.09	87.7%
Fire Fund Revenue Total:		636,000.00	407,281.99	228,718.01	64.0%
Fire Fund Expenditure Total:		635,255.00	557,243.91	78,011.09	87.7%

Account Number	Account Title	2022-23 Future year Budget	2022-24 Future year Actual	Remaining Budget	Percentage Budget Used
	Net Total Fire Fund:	745.00	149,961.92-	150,706.92	-20129.1%
	Net Grand Totals:	7,351.07	362,236.46-	369,587.53	-4927.7%