



# Lathrop-Manteca Fire Protection District

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19001 Somerston Parkway, Lathrop, California 95330

• (209) 941-5100 • Fax (209) 941-5115 • [www.lmfire.org](http://www.lmfire.org) •

December 19, 2019  
Regular Board Meeting  
7:00 P.M.

Meeting Location: **Lathrop City Hall,  
390 Towne Centre Drive  
Lathrop, CA 95330**

## A\*G\*E\*N\*D\*A

### 1. CALL TO ORDER

### 2. CLOSED SESSION: 6:00 p.m.

#### 2.1. Conference with Labor Negotiators

Organization: Lathrop Manteca Firefighters Association

Designated Representative: Fire Chief, Gene Neely

Pursuant to Government Code Section 54957.6

Return to Open Session

#### 2.2. Report from Closed Session

### 3. ROLL CALL

### 4. PLEDGE OF ALLEGIANCE

### 5. DECLARATION OF CONFLICT OF INTEREST

### 6. PRESENTATIONS:

#### 6.1. BSA Troup 2223 Presentation of Plaque to the LMFD

#### 6.2. CSDA presentation of Certificate of Recognition in Special District Good Governance



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6.3. Selection of Board Chairman and Vice Chairman

6.4. Ad-hoc Committee Assignments and Representation for 2020

a. Joint 2x2 Committee with the City of Lathrop

b. Station Planning Committee

c. Selection of Board Director Liaison(s) to assist District Staff with Local Agency Interaction

- San Joaquin County Employees' Retirement Association
- Local Agency Formation Commission
- San Joaquin County Board of Supervisors

## 7. PUBLIC COMMENTS

Persons who wish to speak to the Board regarding an item that is not on tonight's agenda, or wish to ask the Board to pull an item from the Consent Calendar may do so at this time.

Please submit the Public Comment form to the Board Secretary prior to the commencement of the Board Meeting. When called upon, please come to the podium, state your name and address, and limit your remarks to five (5) minutes.

Please be aware the California Government Code prohibits the Board from taking any immediate action on an item which does not appear on the agenda, unless the item meets stringent statutory requirements. However, your concerns can be referred to the Staff for review and reported back to the Board at a later date.

Comments on agenda items, including items pulled from the Consent Calendar, will be allowed at this time or when they are being considered by the Board.

***NO PERSONAL ATTACKS WILL BE PERMITTED***



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## 8. CONSENT ITEMS:

- 8.1. November 21, 2019 Regular Fire Board Meeting Minutes
- 8.2. Monthly Register of Warrants
- 8.3. Receive and file November, 2019 Incident and Training Report
- 8.4. Receive and file Monthly / Year-to-Date Budget Report

## 9. SCHEDULED ITEMS:

- 9.1. Approve and Adopt Policy #0.70 Public Records Request Policy

## 10. INFORMATIONAL ITEMS:

### 10.1. CHIEF'S REPORT

- a. Update on Reserve Program
- b. Coffee with the Fire Chief – Friday, December 20<sup>th</sup>
- c. League of Cities Fire Chiefs Leadership Seminar Training
- d. Fire Board Bylaws

### 10.2. Chief's Update of District's Goals and Objectives

- a. Strategic Operational Objective Planning (S.O.O.P) Goals List
  - i. Begin to lay a foundation for regional training
    - Sending two people to classes to work on the steps to attain certifications in Regional Fire Training Instructor and State Fire Training Instructor



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- ii. Continue to establish clearly defined governance policies
  - Adopted new policies to enhance good governance policies and procedures
- iii. Provide a pathway to attain excellent governance practices as an agency
  - Provided training for two Board Directors and Staff member at CSDA Special District Leadership Academy Conference
  - Conducted anti-harassment (SB1343/AB 1825) and ethics (AB 1234) training with the Fire Board
  - Provided resources for Board and Staff to attend the CSDA Annual Conference
  - **Board member and Staff member received recognition for Good Governance**
- iv. Establish new methods of communication that identify District strengths
  - Conducted first quarter “Quarterly Address” video to inform the community about Fireworks Safety
  - Hosted “Gelati with the Fire Chief” at Rita’s Italian Ice in Lathrop for the community to attend
- v. Continue to engage the community to support and provide volunteer service to enhance our mission
  - Conducted Open Houses
  - Utilized CERT members at the Open House events to help inform the community about disaster preparedness
  - Mobilized the CERT team to help with weed abatements to mitigate fire hazards within the District
  - Hosted training nights for the Explorers to help enhance and progress their fire skills
  - CPR with San Joaquin County EMS Agency for “National Preparedness Month”



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## 11. BOARD COMMENTS / REFERRALS

## 12. ADJOURNMENT

Meeting adjourned to the next Regular Board Meeting scheduled for January 16, 2020, 7:00 p.m. at 390 Towne Centre Drive, Lathrop, CA.

*Dated: 12/13/2019*

Gene Neely  
Fire Chief / Board Secretary

*This agenda was posted at the following locations: website: [www.lmfire.org](http://www.lmfire.org), Fire Stations 31, 32, 33, 34, and 35.*

*Note: A copy of the information packet for Board Members in preparation of this meeting is available for public view at: Administration Office, 19001 Somerston Parkway, Lathrop, California*

**IN COMPLIANCE WITH THE AMERICAN WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CALL (209) 941-5107.  
NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE FIRE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING. [28  
CFR 35.102-35.104 ADA TITLE II]**



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November 21, 2019  
Regular Board Meeting  
7:00 P.M.

Meeting Location: **Lathrop City Hall,  
390 Towne Centre Drive  
Lathrop, CA 95330**

## MINUTES

### 1. CALL TO ORDER

Meeting called to order at 6:01 p.m.

### 2. CLOSED SESSION:

#### 2.1. Conference with Labor Negotiators

Organization: Lathrop Manteca Firefighters Association

Designated Representative: Fire Chief, Gene Neely

Pursuant to Government Code Section 54957.6

*Return to Open Session*

#### 2.2. Report from Closed Session

Nothing to report from closed session.

### 3. ROLL CALL:

#### Present:

Chairman Mark Elliott, Vice-Chair Tosh Ishihara, Director Gloryanna Rhodes, Director Jeremy Coe, Director Bennie Gatto and Fire Chief Gene Neely.

**Absent:** None



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## 4. PLEDGE OF ALLEGIANCE

## 5. DECLARATION OF CONFLICT OF INTEREST: *None*

## 6. PRESENTATIONS:

### 6.1. CSDA presentation of Certificate of Recognition in Special District Good Governance

This item was postponed to next meeting due to the absence of the CSDA representative.

Chairman Elliott made a motion to postpone the item.

Director Gatto seconds the motion.

Roll call vote:

Ayes: Rhodes, Gatto, Coe, Ishihara, Elliott

Noes: None

Abstain: None

Absent: None

### 6.2. Recognition of Lathrop First Responders Committee and BBQ Volunteers

The Fire Board presented certificates of appreciation to the committee and volunteers for all of their efforts towards recognizing the first responders in our community.

## 7. PUBLIC COMMENTS

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***NO PERSONAL ATTACKS WILL BE PERMITTED***

**No requests for public comment.**

## **8. CONSENT ITEMS:**

- 8.1.** October 17, 2019 Regular Fire Board Meeting Minutes
- 8.2.** Monthly Register of Warrants
- 8.3.** Receive and file October, 2019 Incident and Training Report
- 8.4.** Receive and file Monthly / Year-to-Date Budget Report

Chairman Elliott pulled item 8.2. for discussion. Brief discussion ensued regarding the monthly register of warrants.

Director Coe made a motion to approve the Consent Calendar Items 8.1., 8.2., 8.3., and 8.4.

Vice Chairman Ishihara seconds the motion.

Roll call vote:

Ayes:	Rhodes, Gatto, Coe, Ishihara, Elliott
Noes:	None
Abstain:	None
Absent:	None

## **9. SCHEDULED ITEMS:**

- 9.1.** Approve and Adopt amended Policy #0.30 Capital Asset Policy

Hailey Salazar presented the policy to the Board with the amendments that were recommended by the District's accounting consultant.





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Vice Chairman Ishihara made a motion to Approve and Adopt amended Policy #0.30 Capital Asset Policy  
Chairman Elliott seconds the motion.

Roll call vote:

Ayes:	Rhodes, Gatto, Coe, Ishihara, Elliott
Noes:	None
Abstain:	None
Absent:	None

## 10. INFORMATIONAL ITEMS:

### 10.1. CHIEF'S REPORT

#### a. Update on Strike Teams

Chief Neely shared that he was on a Southern California Pre-Position assignment. Also, that the District sent three engines to the Briceburg and Kincade fire incidents.

#### b. Update on Correspondence with the LEMSA

The Fire Chief explained the response that the District received from the LEMSA regarding the request to implement ALS care. He also shared that County Supervisor Tom Patti has shown interest in the matter and has requested to attend the meetings with the LEMSA.

#### c. Holiday Party – November 30<sup>th</sup>

Chief Neely reminded the Board about the Holiday Party on Saturday, November 30<sup>th</sup>.

Chief Neely also introduced the new Deputy Fire Marshal, John Gish, to the Fire Board.  
The Board congratulated and welcomed John to the District.

The Fire Chief shared that he would like the District's prevention bureau to focus more on code enforcement to mitigate potential hazards.

### 10.2. Chief's Update of District's Goals and Objectives

#### a. Strategic Operational Objective Planning (S.O.O.P) Goals List



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  - Sending two people to classes to work on the steps to attain certifications in Regional Fire Training Instructor and State Fire Training Instructor.
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  - Provided training for two Board Directors and Staff member at CSDA Special District Leadership Academy Conference
  - Conducted anti-harassment (SB1343/AB 1825) and ethics (AB 1234) training with the Fire Board
  - Provided resources for Board and Staff to attend the CSDA Annual Conference
  - **Board Member and Staff Member received recognition for Good Governance**
- iv. Establish new methods of communication that identify District strengths
  - Conducted first quarter “Quarterly Address” video to inform the community about Fireworks Safety
  - Hosted “Gelati with the Fire Chief” at Rita’s Italian Ice in Lathrop for the community to attend
- v. Continue to engage the community to support and provide volunteer service to enhance our mission
  - Conducted Open Houses
  - Utilized CERT members at the Open House events to help inform the community about disaster preparedness
  - Mobilized the CERT team to help with weed abatements to mitigate fire hazards within the District
  - Hosted training nights for the Explorers to help enhance and progress their fire skills
  - CPR with San Joaquin County EMS Agency for “National Preparedness Month”

## 11. BOARD COMMENTS / REFERRALS

Director Rhodes: Wished everyone a Happy Thanksgiving.

Vice-Chair Ishihara: Thanked staff for their work.



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Director Gatto: Questioned where the Station 31 is at? Chief Neely informed him the architect has come out to assess the station and we have put out an RFP.

Director Coe: Apologized for not making it to last Board meeting. Spoke about the CSDA conference. Shared interest in setting up a meeting with the Chief to go over some of the items addressed at the conference.

Chairman Elliott: Thanked the Chief, Behind the Fire and staff who are working on the Holiday Party.

## 12. ADJOURNMENT:

Meeting adjourned at 7:57 p.m. to the next Regular Board Meeting scheduled for December 19, 2019, 7:00 p.m. at 390 Towne Centre Drive, Lathrop, CA.

*Dated: 11/26/2019*

Hailey Salazar  
Executive Assistant / Board Clerk

This agenda was posted at the following locations: website: [www.lmfire.org](http://www.lmfire.org), Fire Stations 31, 32, 33, 34, and 35.

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Back to AGENDA



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**Re:** Department #4999000000

**Date:** December 4, 2019

Roll call vote of Board Members present for approval for payment  
authorization of **\$ 199,929.96**

**Tosh Ishihara:** \_\_\_\_\_

**Gloryanna Rhodes:** \_\_\_\_\_

**Jeremy Coe:** \_\_\_\_\_

**Mark Elliott:** \_\_\_\_\_

**Bennie Gatto:** \_\_\_\_\_

**Gene Neely:**  \_\_\_\_\_

**Roll Call:**

**Yes:** \_\_\_\_\_

**No:** \_\_\_\_\_

**Absent:** \_\_\_\_\_

**PLEASE CALL OUR OFFICE WHEN THE WARRANTS ARE READY.**  
**WE WILL SEND SOMEONE TO PICK THEM UP.**

THANK YOU!

LATHROP-MANTECA FIRE PROTECTION DISTRICT  
(209) 941-5105



# Lathrop-Manteca Fire Protection District

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• (209) 941-5100 • Fax (209) 941-5115 • [www.lmfire.org](http://www.lmfire.org) •

**Re:** Department #4999000000

**Date:** December 12, 2019

Roll call vote of Board Members present for approval for payment  
authorization of **\$ 250,814.75**

**Tosh Ishihara:** \_\_\_\_\_

**Gloryanna Rhodes:** \_\_\_\_\_

**Jeremy Coe:** \_\_\_\_\_

**Mark Elliott:** \_\_\_\_\_

**Bennie Gatto:** \_\_\_\_\_

**Gene Neely:**  \_\_\_\_\_

**Roll Call:**

**Yes:** \_\_\_\_\_

**No:** \_\_\_\_\_

**Absent:** \_\_\_\_\_

**PLEASE CALL OUR OFFICE WHEN THE WARRANTS ARE READY.  
WE WILL SEND SOMEONE TO PICK THEM UP.**

THANK YOU!

LATHROP-MANTECA FIRE PROTECTION DISTRICT  
(209) 941-5105

Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

<b>49091 - Capital Outlay</b>	<b>Special Check Request</b>			
<b>49090 - Fire Facility Fee</b>	<b>New Warrant</b>			
<b>49081 - Measure C</b>	<b>Estimate</b>			
<b>49083 - Development Fund</b>	<b>Change to Warrant Amount</b>			
<b>Salaries &amp; Wages - Regular</b>				
<b>49001-6001000000</b>	Lathrop Manteca F/F Association	General	November 2019 (Pay Period Ending 11/10/2019)	\$ 2,619.44
	Lathrop Manteca F/F Association	General	November 2019 (Pay Period Ending 11/24/2019)	\$ 2,619.44
	American Fidelity	General	Salaries - Regular	\$ 835.41
	American Fidelity	General	Salaries - Regular (Flex)	\$ 1,399.98
			<b>Salaries &amp; Wages - Regular</b>	<b>\$ 7,474.27</b>
<b>Salaries-Extra Help</b>				
<b>49001-6002000000</b>	Alford, Jared	General	Reserve	\$ 300.00
	Amarante, Anthony	General	Reserve	\$ 325.00
	Anderson, Dakota	General	Reserve	\$ 325.00
	Costa, Jordyn	General	Reserve	\$ 325.00
	D'Onofrio, Pasquale	General	Reserve	\$ 650.00
	Foster, Dylan	General	Reserve	\$ 325.00
	Fry, Leslie	General	Reserve	\$ 350.00
	Gibbons, Connor	General	Reserve	\$ 1,225.00
	Grant, Steve	General	Reserve	\$ 75.00
	Jaimes, Noel	General	Reserve	\$ 600.00
	Julien, Dane	General	Reserve	\$ 325.00
	McNely, Daniele	General	Reserve	\$ 600.00
	Phillips, Rick	General	Reserve	\$ 50.00
	Ryan, Brenden	General	Reserve	\$ 800.00
	Salazar, Craig	General	Reserve	\$ 1,375.00



Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

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<b>49081 - Measure C</b>	<b>Estimate</b>			
<b>49083 - Development Fund</b>	<b>Change to Warrant Amount</b>			
<b>Salaries-Extra Help</b>	Silvia, Lauren	General	Reserve	\$ 475.00
<b>49001-6002000000</b>	Treat, Ryan	General	Reserve	\$ 325.00
	Watrous, Trevor	General	Reserve	\$ 325.00
	Whalen, Ryan	General	Reserve	\$ 325.00
	Wilder, Porter	General	Reserve	\$ 175.00
			<b>Salaries-Extra Help</b>	<b>\$ 9,275.00</b>
<b>Health Insurance</b>				
<b>49001-6050000000</b>	CalPERS	General	Health Insurance	\$ 82,976.85
	Sun Life Financial / Assurant	General	Health Insurance	\$ 6,295.07
	Vision Service Plan	General	Health Insurance	\$ 830.52
			<b>Health Insurance</b>	<b>\$ 90,102.44</b>
<b>Office Expense</b>				
<b>49001-6201000000</b>	Lucas Business Systems	General	Contract Number: CN9298-01	\$ 409.24
	Lucas Business Systems	General	Contract Number: CN14806-01	\$ 223.30
	Pacific Shredding / Pacific Storage	General	Shredding Service	\$ 35.00
	Staples Credit Plan	General	Office Expense	\$ 255.89
	Cal Card - Jones	General	USPS - Certified Mail	\$ 14.90
	Cal Card - Rhodes, R.	General	Intuit QuickBooks	\$ 75.00
	Cal Card - Rhodes, R.	General	Battery Junction - CR123A	\$ 18.03
	Cal Card - Salazar, H.	General	Target - Trash Can & Command Hooks	\$ 23.02
	Cal Card - Salazar, H.	General	Amazon - Container For Class A Service Ribbons/Dividers for Reserve Binders	\$ 163.35
	Cal Card - Salazar, H.	General	Apple - iPads and Apple Pencils	\$ 6,977.97
	Cal Card - Salazar, H.	General	CA Employers Association - 2020 Required Employment Law Posters	\$ 173.30
			<b>Office Expense</b>	<b>\$ 8,369.00</b>

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Warrants For December 2019  
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<b>49083 - Development Fund</b>	<b>Change to Warrant Amount</b>			
<b>Communications</b>				
<b>49001-6206000000</b>	Verizon	General	Communications - (Dec 2019 )	\$ 2,481.59
	City of Lathrop - Finance Dept.	General	Communications (IT Service)	\$ 800.00
	Comcast	General	Communications (Station 31)	\$ 238.33
	Comcast	General	Communications (Station 34)	\$ 7.54
	Comcast	General	Communications (Station 33)	\$ 33.87
	Directv	General	Communications (Station 32)	\$ 47.57
	TelePacific Communications	General	Communications	\$ 976.67
			<b>Communications</b>	<b>\$ 4,585.57</b>
<b>Maintenance-Equipment</b>				
<b>49001-6211000000</b>	Bill's Mower & Saw	General	Pull start/fan housing for training saw (11-02)	\$ 43.85
	Bill's Mower & Saw	General	Portable generator Light Kit (BR30)	\$ 640.84
	Bill's Mower & Saw	General	Generator Spark Plug (OES316)	\$ 7.08
	FleetPride	General	Air Filter (WT31)	\$ 64.91
	FleetPride	General	Annual Maintenance Filters	\$ 924.61
	FleetPride	General	Coolant Cap (BR30)	\$ 21.69
	FleetPride	General	Replaced Air Tank Regulator (WT31)	\$ 74.62
	FleetPride	General	Filters for Annual Service (E34, E32, E33 & WT31)	\$ 8.83
	FleetPride	General	Filters for Annual Service (WT31, E31, Tools & E34)	\$ 42.31
	FleetPride	General	Rebuild Kit for Air Dryer (E37)	\$ 46.09
	FleetPride	General	Filters for Annual Smoke Checks	\$ 590.99
	FleetPride	General	Fuel and Air Filters (T31)	\$ 149.17



Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

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<b>49083 - Development Fund</b>	<b>Change to Warrant Amount</b>			
<b>Maintenance-Equipment</b>	Interstate Truck Center	General	Reservoir Caps (BR30)	\$ 52.31
<b>49001-6211000000</b>	Interstate Truck Center	General	Height Control Valve (E32)	\$ 126.21
	Interstate Truck Center	General	Replaced EGR Cooler and Exhaust Filter (E33)	\$ 11,400.44
	O'Reilly Auto Parts	General	Replacement Bulb (BR30)	\$ 4.03
	O'Reilly Auto Parts	General	Grease (Station 31 & 34)	\$ 19.53
	O'Reilly Auto Parts	General	Rear Scene Light (E31)	\$ 15.52
	O'Reilly Auto Parts	General	Replaced Starter Solenoid (Vehicle 04-03)	\$ 17.69
	O'Reilly Auto Parts	General	Replaced Starter (Vehicle 04-03)	\$ 168.12
	O'Reilly Auto Parts	General	Service Small Engines	\$ 19.86
	Napa / Tilbury Auto Parts	General	Relay (OES316)	\$ 21.10
	TEC Equipment	General	Coolant (T31)	\$ 18.77
	TEC Equipment	General	Front Brakes Replaced (T30)	\$ 2,177.23
	Burton's Fire, Inc.	General	Tank Level Sending Unit (BR30)	\$ 133.83
	Burton's Fire, Inc.	General	Rebuilt Aux Pump (E31)	\$ 4,453.35
	Burton's Fire, Inc.	General	Replaced Light Lens (E31)	\$ 25.01
	D & J Rosa Welding Service	General	Rear Compartment (R30)	\$ 30.00
	Pape Kenworth	General	Replaced Starter (T31)	\$ 962.07
	Golden State Emergency Vehicle Services	General	Cab Tilt Pump (E31)	\$ 756.60
	Golden State Emergency Vehicle Services	General	Door Sensor (E32)	\$ 310.00
	Golden State Emergency Vehicle Services	General	Radiator Parts (E31)	\$ 36.83

Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

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<b>Maintenance-Equipment</b>	Golden State Emergency Vehicle Services	General	Valve Repair Kit Primer Solenoid (E34)	\$ 118.83
<b>49001-6211000000</b>	Golden State Emergency Vehicle Services	General	Tank Level Sending Unit - Tank Water Level Gauge (BR30)	\$ 70.71
	Mallory Safety & Supply	General	Calibration Gas for SCBA Compressor (Station 31)	\$ 45.68
	Cal Card - Capper	General	Amazon - Primer Valve Repair (E34)	\$ 50.59
			<b>Maintenance-Equipment</b>	<b>\$ 23,649.30</b>
<b>Fuel</b>				
<b>49001-6211000400</b>	Stockton Petroleum	General	Diesel (Station 31)	\$ 757.24
	Stockton Petroleum	General	D.E.F.	\$ 145.19
	Stockton Petroleum	General	Diesel (Station 32)	\$ 921.25
	Stockton Petroleum	General	Diesel (Station 35)	\$ 614.16
	Stockton Petroleum	General	Gas (Station 35)	\$ 729.38
	Cal Card - Salazar, H.	General	Shell Oil - 2019 CSDA Board Secretary/Clerk Conference	\$ 28.29
	Cal Card - Neuman	General	76 - SCBA Training Course	\$ 121.35
	Cal Card - Capper	General	Amazon - Grease (T30)	\$ 40.16
			<b>Fuel</b>	<b>\$ 3,357.02</b>
<b>Professional Services</b>				
<b>49001-6221000000</b>	Solari, Nicole F.	General	Audit Preparation (11/1/19 - 11/30/19)	\$ 3,625.00
	American Medical Response	General	Meds program - October 2019	\$ 126.00
	American Medical Response	General	Vendor Credit	\$ (219.00)
			<b>Professional Services</b>	<b>\$ 3,532.00</b>
<b>Professional Services Legal</b>				
<b>49001-6221000000</b>	Neumiller & Beardslee	General	Professional Services	\$ 50.00
	Neumiller & Beardslee	General	Professional Services	\$ 100.00
			<b>Professional Services Legal</b>	<b>\$ 150.00</b>

Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

49091 - Capital Outlay	Special Check Request			
49090 - Fire Facility Fee	New Warrant			
49081 - Measure C	Estimate			
49083 - Development Fund	Change to Warrant Amount			
<b>Dispatching</b>				
49001-6221010100	San Joaquin County Regional Fire Dispatch Authority	General	Dispatching-Dec 2019-Payment 6 of 12	\$ 8,535.83
	AT&T Mobility	General	Dispatching (10-22-2019 to 11-21-2019)	\$ 956.44
			<b>Dispatching</b>	<b>\$ 9,492.27</b>
<b>Directors Expenses</b>				
49001-6226010300	Elliott, Mark	General	November Regular Board Meeting	\$ 100.00
	Coe, Jeremy	General	November Regular Board Meeting	\$ 100.00
	Rhodes, Gloryanna	General	November Regular Board Meeting	\$ 100.00
	Ishihara, Tosh	General	November Regular Board Meeting	\$ 100.00
	Gatto, Bennie	General	November Regular Board Meeting	\$ 100.00
			<b>Directors Expenses</b>	<b>\$ 500.00</b>
<b>Fire Prevention</b>				
49001 - 6226010400	Cal Card - Smith, D.	General	Parcel Quest	\$ 149.95
			<b>Fire Prevention</b>	<b>\$ 149.95</b>
<b>Public Relations Training</b>				
49001-6226010700	Neuman, Michael	General	Chipotle-SCBA/SAR Training-Fresno	\$ 35.92
	NetDuty Software Gallatinweb LLC	General	January 1, 2020 to June 30,2020	\$ 1,014.00
	Silva, Tyler	General	Scuba Course Reimbursement	\$ 472.99
	Justins Scuba Time	General	Scuba Course Tuition	\$ 1,231.05
	Cal Card - Chief	General	Bass Pro Store	\$ 411.99
	Cal Card - Chief	General	5.11 Tactical	\$ 120.41
	Cal Card - Chief	General	Costco	\$ 108.24
	Cal Card - Chief	General	Walgreens	\$ 216.25
	Cal Card - Chief	General	Hyatt Regency - Fire Chiefs Leadership Seminar	\$ 25.40
	Cal Card - Chief	General	Uber - Fire Chiefs Leadership Seminar	\$ 31.74



Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

<b>49091 - Capital Outlay</b>	<b>Special Check Request</b>			
<b>49090 - Fire Facility Fee</b>	<b>New Warrant</b>			
<b>49081 - Measure C</b>	<b>Estimate</b>			
<b>49083 - Development Fund</b>	<b>Change to Warrant Amount</b>			
<b>Public Relations</b>	Cal Card - Madoski	General	Amazon - Gimbal Stabilizer for iPhone	\$ 96.79
	Cal Card - Isham	General	DoubleTree Hotel - Fresno Symposium	\$ 533.12
<b>49001-6226010700</b>	Cal Card - Isham	General	MX Donuts - EMS Meeting/Class	\$ 20.53
	Cal Card - Rhodes, R.	General	Hilton Garden Inn - State Fire Training	\$ 984.18
	Cal Card - Rhodes, R.	General	Liebert Cassidy Whitmore-2020 LCW Pre Conference	\$ 850.00
	Cal Card - Rhodes, R.	General	Honeywell Safety Training	\$ 2,235.00
	Cal Card - Salazar, H.	General	Embassy Suites-Seaside-2019 CSDA Board Secretary/Clerk Conference	\$ 1,236.15
	Cal Card - Salazar, H.	General	Shutterfly - LMFD Blankets	\$ 502.10
	Cal Card - Elliott, J.	General	Jersey Mikes - State Fire Training - Meal	\$ 24.26
	Cal Card - Elliott, J.	General	Buffalo Wild - State Fire Training - Meal	\$ 17.03
	Cal Card - Elliott, J.	General	Dona Maria Restaurant - State Fire Training - Meal	\$ 24.48
	Cal Card - Elliott, J.	General	House of Bagels - State Fire Training - Meal	\$ 4.09
	Cal Card - Elliott, J.	General	Best Western Inn - State Fire Training - Lodging	\$ 570.08
	Cal Card - Neuman	General	Black Bear Diner - SCBA Training Course	\$ 63.21
	Cal Card - Neuman	General	Shakeys Pizza - SCBA Training Course	\$ 38.27
	Cal Card - Neuman	General	Smashburger - SCBA Training Course	\$ 40.15
	Cal Card - Neuman	General	Back Home in Lahaina - SCBA Training	\$ 43.55
	Cal Card - Neuman	General	DoubleTree Hotels - SCBA Training	\$ 945.16
	Cal Card - Neuman	General	DoubleTree Hotels - SCBA Training	\$ 945.16
	Cal Card - Smith, D.	General	ASHI - Instructor Renewal (Forbing)	\$ 21.75
	Cal Card - Smith, D.	General	ASHI - Instructor (Silva, T.)	\$ 93.42
			<b>Public Relations Training</b>	<b>\$ 12,956.47</b>
<b>Insurance Fire &amp; Liability</b>				
<b>49001-6236005330</b>	Wever Insurance Agency	General	Property / Liability - Installment 3 of 4	\$ 10,796.00
	Wever Insurance Agency	General	Commercial Auto - Installment 3 of 4	\$ 6,351.00
			<b>Insurance Fire &amp; Liability</b>	<b>\$ 17,147.00</b>

Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

<b>49091 - Capital Outlay</b>	<b>Special Check Request</b>			
<b>49090 - Fire Facility Fee</b>	<b>New Warrant</b>			
<b>49081 - Measure C</b>	<b>Estimate</b>			
<b>49083 - Development Fund</b>	<b>Change to Warrant Amount</b>			
<b>Firefighter PPE &amp; Uniforms</b>				
<b>49001-6240010200</b>	Scott's PPE Recon, Inc.	General	Annual PPE Repairs	\$ 3,021.50
<b>49001-6240010200</b>	Cal Card - Chief	General	Mystery Ranch - Case	\$ 187.50
	Cal Card - Salazar, H.	General	Ira Green - Class A Service Ribbons	\$ 190.25
			<b>Firefighter PPE &amp; Uniforms</b>	<b>\$ 3,399.25</b>
<b>Household Expense</b>				
<b>49001-6246000000</b>	Daiohs First Choice Service	General	Coffee Service (Station 35)	\$ 62.00
	Cal Card - Rhodes, R.	General	Amazon-Refrigerator Water Filter Cartridges (Station 35)	\$ 91.32
	Cal Card - Rhodes, R.	General	Amazon - Refrigerator Air Filters (Station 35)	\$ 14.13
	Cal Card - Salazar, H.	General	Target - Coffee (Station 35)	\$ 33.08
			<b>Household Expense</b>	<b>\$ 200.53</b>
<b>Utilities</b>				
<b>49001-6249000000</b>	Pacific Gas & Electric Co.	General	Utilities - (Admin)	\$ 55.85
	Pacific Gas & Electric Co.	General	Utilities - (Station 31)	\$ 501.54
	Pacific Gas & Electric Co.	General	Utilities - (Station 32)	\$ 270.83
	Pacific Gas & Electric Co.	General	Utilities - (Station 33)	\$ 390.33
	Pacific Gas & Electric Co.	General	Utilities - (Station 34)	\$ 1,211.25
	Lathrop Irrigation District	General	Utilities - (Station 35)	\$ 1,719.50
	City of Lathrop - Water	General	Utilities - (Station 31)	\$ 328.15
	City of Lathrop - Water	General	Utilities - (Station 34)	\$ 199.91
	City of Lathrop - Water	General	Utilities - (Station 35)	\$ 118.50
			<b>Utilities</b>	<b>\$ 4,795.86</b>



Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

<b>49091 - Capital Outlay</b>	<b>Special Check Request</b>			
<b>49090 - Fire Facility Fee</b>	<b>New Warrant</b>			
<b>49081 - Measure C</b>	<b>Estimate</b>			
<b>49083 - Development Fund</b>	<b>Change to Warrant Amount</b>			
<b>Medical Supplies</b>				
<b>49001-6255050100</b>	Airgas	General	Medical Walk Abouts (Cylinders)	\$ 162.41
	Airgas	General	Oxygen Rental	\$ 329.59
	Bound Tree Medical	General	Misc. Medical Supplies	\$ 319.24
	Bound Tree Medical	General	Naloxone	\$ 76.78
			<b>Medical Supplies</b>	<b>\$ 888.02</b>
<b>Maint-Structure &amp; Ground</b>				
<b>49001-6260000000</b>	County of San Joaquin	General	2019/20 Fiscal Year Assessments	\$ 1,555.26
	Republic Services	General	Trash Service (Station 32)	\$ 140.00
	Clark Pest Control Inc.	General	Pest Control (Station 31)	\$ 90.00
	Clark Pest Control Inc.	General	Pest Control (Station 32)	\$ 70.00
	Clark Pest Control Inc.	General	Pest Control (Station 33)	\$ 70.00
	Clark Pest Control Inc.	General	Pest Control (Station 34)	\$ 68.00
	Clark Pest Control Inc.	General	Pest Control (Station 35)	\$ 220.00
	AAA Backflow Prevention, Inc.	General	Backflow Test (Station 34)	\$ 340.00
	Bay Alarm	General	Monitoring Fee (Station 31)	\$ 160.35
	Home Depot	General	Dryer Lint Screen (Station 33)	\$ 34.60
	Home Depot	General	Light Bulbs, Trash Cans & Smoke Alarms (All Stations)	\$ 109.61
	Home Depot	General	Door Sealant (Station 35)	\$ 14.22
	City of Lathrop - Finance Dept.	General	Network Switch Replacement (Station 34)	\$ 2,652.52
	Kamps Propane	General	Propane (Station 32)	\$ 766.81
	Kamps Propane	General	Propane (Station 31)	\$ 22.99

Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

<b>49091 - Capital Outlay</b>	<b>Special Check Request</b>			
<b>49090 - Fire Facility Fee</b>	<b>New Warrant</b>			
<b>49081 - Measure C</b>	<b>Estimate</b>			
<b>49083 - Development Fund</b>	<b>Change to Warrant Amount</b>			
<b>Maint-Structure &amp; Ground</b>	Windmill Portables	General	Septic Pump Serviced (Station 32)	\$ 418.50
<b>49001-6260000000</b>	Windmill Portables	General	Septic Pump Serviced (Station 33)	\$ 418.50
	Ready Refresh	General	Water Service	\$ 509.60
	O'Reilly Auto Parts	General	Air Reel Repair (Station 35)	\$ 20.09
	Cal Card - Capper	General	Harbor Freight - Creeper (Station 33 & 34)	\$ 64.92
	Cal Card - Jones	General	Harbor Freight - Creeper (Station 32)	\$ 31.38
	Cal Card - Kovacs	General	Dryer Lint Screen (Station 33)	\$ 33.03
			<b>Maint-Structure &amp; Ground</b>	<b>\$ 7,810.38</b>
<b>Debt Service - Interest</b>				
<b>49001-6331000400</b>	PNC Equipment Finance	General	Engine 32 Payment - Contract #136870000 (Interest Portion)	\$ 3,883.51
	PNC Equipment Finance	General	Engine 33 Payment - Contract #136870000 (Interest Portion)	\$ 3,883.51
			<b>Debt Service - Interest</b>	<b>\$ 7,767.02</b>
<b>Debt Service - Principal</b>				
<b>49001-6341000200</b>	PNC Equipment Finance	General	Engine 32 Payment - Contract #136870000 (Principal Portion)	\$ 40,452.56
	PNC Equipment Finance	General	Engine 33 Payment - Contract #136870000 (Principal Portion)	\$ 40,452.56
			<b>Debt Service - Principal</b>	<b>\$ 80,905.12</b>
<b>Equipment</b>				
<b>49091-6451000000</b>	Rosenbauer South Dakota	Fire	Water Rescue Apparatus	\$ 250,814.75
			<b>Equipment</b>	<b>\$ 250,814.75</b>
			<b>Total:</b>	<b>\$ 547,321.22</b>



Lathrop-Manteca Fire Protection District  
Warrants For December 2019  
\*\*\*DRAFT v2 12/13/19\*\*\*

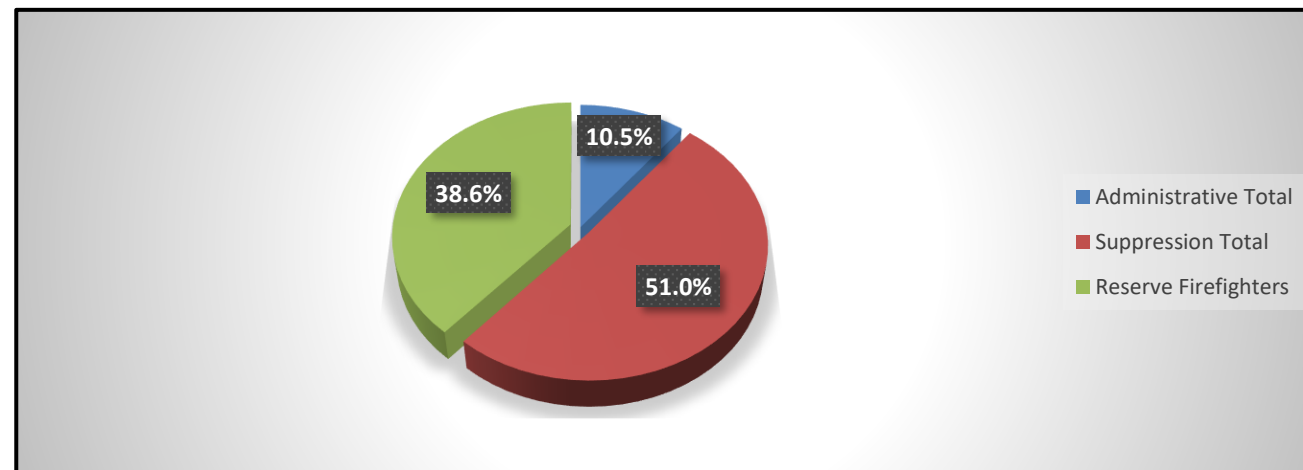
49091 - Capital Outlay	Special Check Request			
49090 - Fire Facility Fee	New Warrant			
49081 - Measure C	Estimate			
49083 - Development Fund	Change to Warrant Amount			
	CalPERS	General	Health Insurance	\$ 82,976.85
	Sun Life Financial / Assurant	General	Health Insurance	\$ 6,295.07
	Verizon	General	Communications - (Dec 2019 )	\$ 2,481.59
	Solari, Nicole F.	General	Audit Preparation (11/1/19 - 11/30/19)	\$ 3,625.00
	San Joaquin County Regional Fire Dispatch Authority	General	Dispatching-Dec 2019-Payment 6 of 12	\$ 8,535.83
	AT&T Mobility	General	Dispatching (10-22-2019 to 11-21-2019)	\$ 956.44
	Pacific Gas & Electric Co.	General	Utilities - (Admin)	\$ 55.85
	Pacific Gas & Electric Co.	General	Utilities - (Station 31)	\$ 501.54
	Pacific Gas & Electric Co.	General	Utilities - (Station 32)	\$ 270.83
	Pacific Gas & Electric Co.	General	Utilities - (Station 33)	\$ 390.33
	Pacific Gas & Electric Co.	General	Utilities - (Station 34)	\$ 1,211.25
	Lathrop Irrigation District	General	Utilities - (Station 35)	\$ 1,719.50
	City of Lathrop - Water	General	Utilities - (Station 31)	\$ 328.15
	City of Lathrop - Water	General	Utilities - (Station 34)	\$ 199.91
	City of Lathrop - Water	General	Utilities - (Station 35)	\$ 118.50
	Neuman, Michael	General	Chipotle-SCBA/SAR Training-Fresno	\$ 35.92
	County of San Joaquin	General	2019/20 Fiscal Year Assessments	\$ 1,555.26
	PNC Equipment Finance	General	Engine 32 Payment - Contract #136870000 (Interest Portion)	\$ 3,883.51
	PNC Equipment Finance	General	Engine 33 Payment - Contract #136870000 (Interest Portion)	\$ 3,883.51
	PNC Equipment Finance	General	Engine 32 Payment - Contract #136870000 (Principal Portion)	\$ 40,452.56
	PNC Equipment Finance	General	Engine 33 Payment - Contract #136870000 (Principal Portion)	\$ 40,452.56
			<b>Special Checks Total:</b>	<b>\$ 199,929.96</b>
	Rosenbauer South Dakota	Fire	Water Rescue Apparatus	\$ 250,814.75
			<b>Capital Outlay Total:</b>	<b>\$ 250,814.75</b>





**Incident and Training Report**

Authorized Personnel	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Ytd/Avg
<b><u>Administrative</u></b>													
Fire Chief	1	1	1	1	1	1	1	1	1	1	1		1
Division Chief	1	1	1	1	1	1	1	1	1	1	1		1
Deputy Fire Marshal	1	1	1	1	1	1	1	1	1	1	1		1
Fire Inspector	1	1	1	1	1	1	1	1	1	1	1		1
Executive Assistant	1	1	1	1	1	1	1	1	1	1	1		1
Permits Clerk	1	1	1	1	1	1	1	1	1	1	1		1
Office Assistant	1	1	1	1	1	1	1	1	1	1	1		1
Office Clerk	1	1	1	1	1	1	1	1	1	1	1		1
<b>Administrative Total</b>	8	8	8	8	8	8	8	8	8	8	8		8
<b><u>Suppression</u></b>													
Line Battalion Chief	3	3	3	3	3	3	3	3	3	3	3		3
Captain	15	15	15	15	15	15	15	15	15	15	15		15
Engineer	12	12	12	12	12	12	12	12	12	12	12		12
Firefighter	9	9	9	9	9	9	9	9	9	9	9		9
<b>Suppression Total</b>	39	39	39	39	39	39	39	39	39	39	39		39
<b><u>Reserve Firefighters</u></b>	25	25	25	25	25	25	35	35	35	35	35		30
<b>Total Auth. Personnel</b>	72	72	72	72	72	72	82	82	82	82	82		77



# **Actual Personnel**

## **Administrative**

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Ytd/Avg
Fire Chief	1	1	1	1	1	1	1	1	1	1	1		1
Division Chief	1	1	1	1	1	1	1	1	1	1	1		1
Deputy Fire Marshal	0	0	0	0	0	0	0	0	0	0	1		0
Fire Inspector	2	2	2	2	2	2	2	2	2	2	2		2
Executive Assistant	1	1	1	1	1	1	1	1	1	1	1		1
Permits Clerk	1	1	1	1	1	1	1	1	1	1	1		1
Office Assistant	1	1	1	1	1	1	1	1	1	1	1		1
Office Clerk	1	1	1	1	1	1	1	0	0	0	0		0.5
<b>Administrative Total</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>		<b>8</b>

## **Suppression**

Line Battalion Chief	3	3	3	3	3	3	3	3	3	3	3		3
Captain	12	12	12	12	12	15	15	15	15	15	15		14
Acting Captain	3	3	3	3	3	0	0	0	0	0	0		1
Engineer	8	8	12	12	12	12	12	12	12	12	12		11
Firefighter	9	9	7	7	7	7	7	7	7	7	7		7
Probationary Firefighter	2	2	0	0	0	0	2	2	2	2	2		1
<b>Suppression Total</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>		<b>38</b>

## **\*Reserve Firefighters**

Actual Personnel Total

	17	17	17	16	14	13	21	21	21	21	21		18
	62	62	62	61	59	58	68	67	67	67	68		64

January

Fire Inspector- Hired 1 addnl.

March

Eng.- Filled 2 vacancies

Eng.- Filled 2 openings to open S35

FF- Promoted 4 to Engineer

P/FF- 2 FFs passed prob.

April

R/FF- Resigned

May

R/FF- Resigned

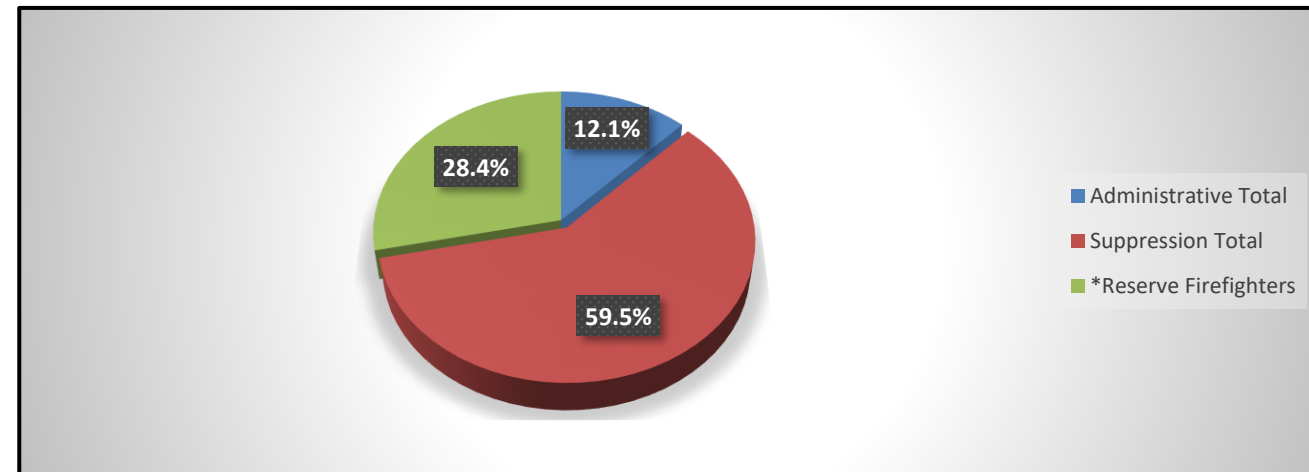
June

R/FF- Resigned

July

R/FF- 10 Hired, 1 to P/FF, 1 Resigned

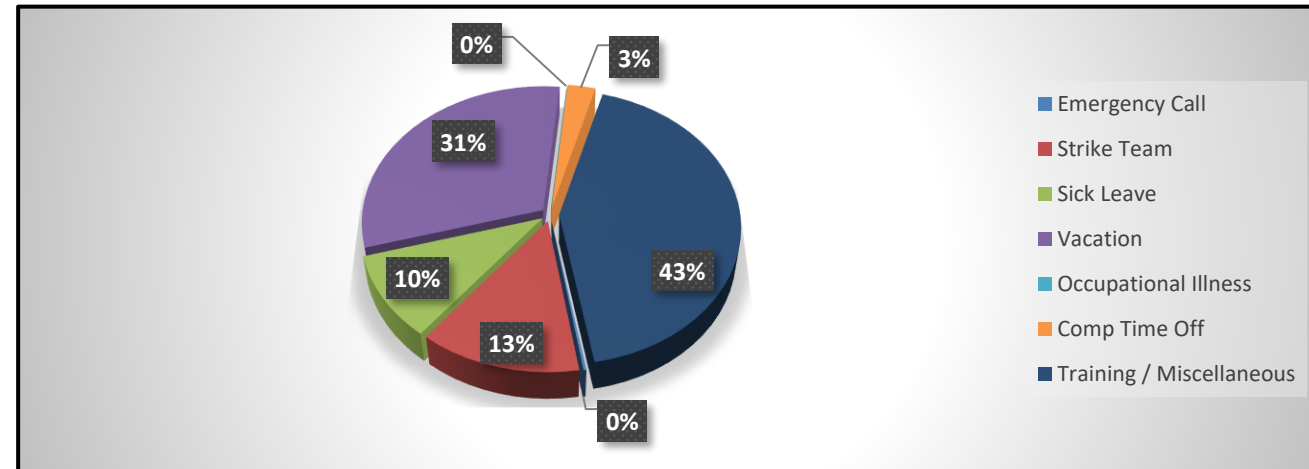
P/FF- 2 Hired



### Overtime Hours

Emergency Call  
Strike Team  
Sick Leave  
Vacation  
Occupational Illness  
Comp Time Off  
Training / Miscellaneous  
Total Overtime Hours

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Emergency Call	0.5	0	2.25	18.25	6	0.5	0	5.5	8	1	7.5		49.5
Strike Team	0	0	0	0	0	38	0	0	414.75	1918.8	402.5		2774
Sick Leave	96	168	24	144	288	408	168	230	189	144	241		2100
Vacation	267	528	672	384	660	744	672	684	564	683	648		6506
Occupational Illness	0	0	0	0	0	0	0	0	0	0	0		0
Comp Time Off	84	6	5	48	164	60	48	24	120	7	10		576
Training / Miscellaneous	382.5	571.5	463.5	409.3	675	547	1759.5	1413	1544.1	996.5	274.3		9036.1
Total Overtime Hours	830	1274	1167	1004	1793	1798	2647.5	2356.5	2839.8	3750.3	1583		21042



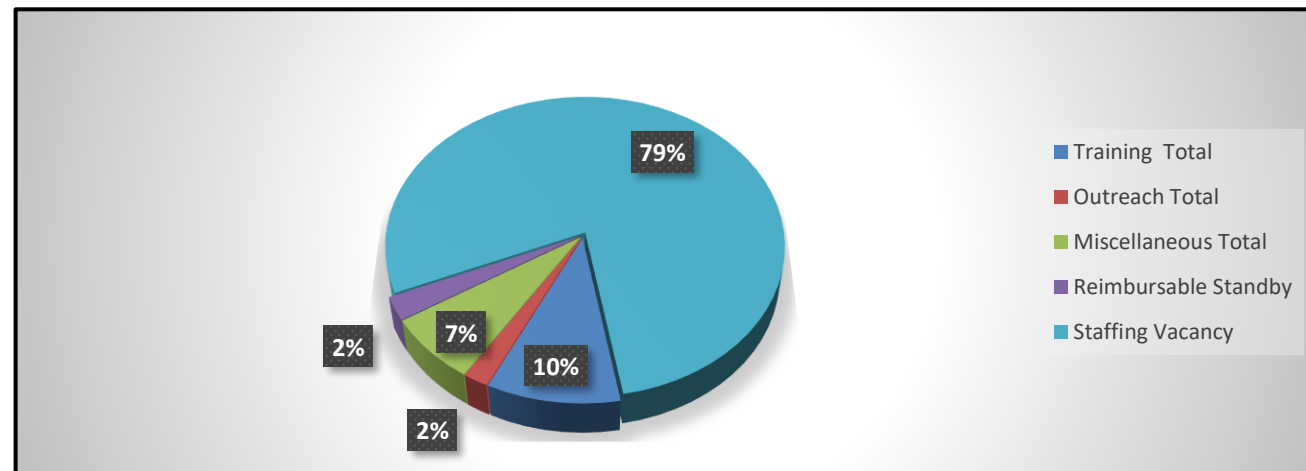
# Overtime Hours Breakdown

## Training & Misc.

### Training

#### Staff

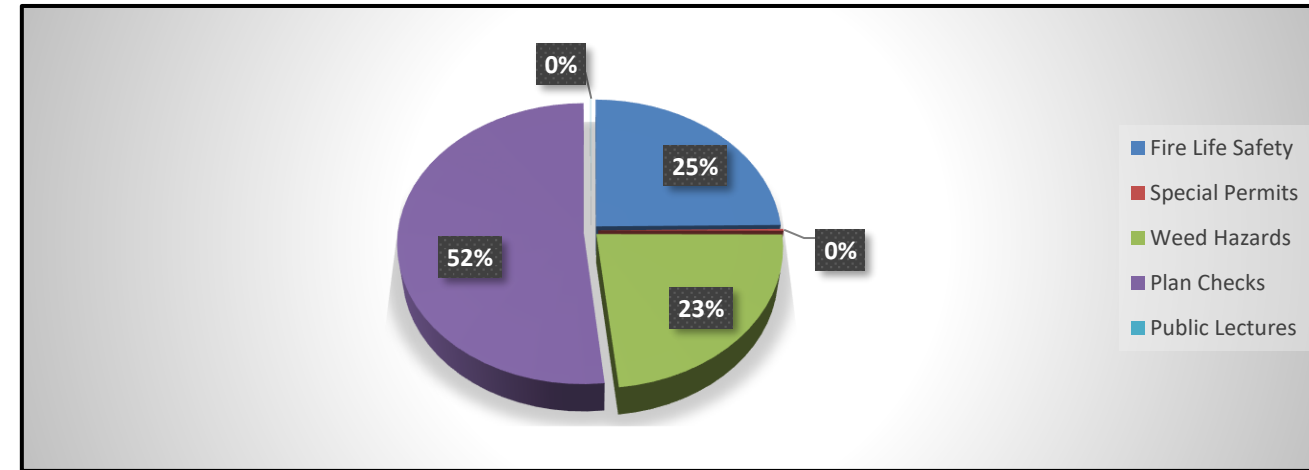
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Fire Board	0	0	0	0	0	0	0	0	0	0	0		0
Admin.	0	0	0	0	0	0	0	0	0	0	0		0
Suppression													
Outside Training	5.5	72	0	0	0	0	0	0	0	0	0		77.5
Live Fire Exercise	0	0	0	0	0	0	20	0	0	0	0		20
Hazmat	69.5	264.5	14	1.5	38	0	3	0	79	124.5	119.3		713.25
USAR	0	0	12	0	0	0	0	0	12	0	0		24
Dive	24	0	0	37.25	0	0	0	0	0	0	0		61.25
Training Total	99	336.5	26	38.75	38	0	23	0	91	124.5	119.3		896
Community Outreach													
Every 15 Minutes	0	0	59.75	0	0	0	0	0	0	0	0		59.75
Hands Only CPR	0	0	4	0	0	0	0	0	0	0	0		4
C.E.R.T.	0	0	0	0	12.25	1	6	0	0	0	0		19.25
Jr. Fire Academy	0	0	0	0	0	50	36	0	0	0	0		86
Outreach Total	0	0	63.75	0	12.25	51	42	0	0	0	0		169
Miscellaneous													
Project Mgmt.													
Apparatus Maint.	0	0	1.25	0	0	6.5	0	0	0	2	0		9.75
Ladder Testing	0	0	0	0	0	0	0	0	0	0	0		0
Radio Maint.	3.5	0	4	3.5	0	2	2	0	0	2	0		17
EMS	0	0	0	3	3	0	10	0	0	0	2		18
PPE Maint.	0	8.5	0	1.5	0	0	0	0	0	0	0		10
Admin. Assignment	8	0.5	43	22	139.3	3	66.5	64	0.3	16	143.5		506.05
Staff Meetings	8	10	13.5	4.5	2.5	4.5	8	5	12.75	2.5	9.5		80.75
Miscellaneous Total	19.5	19	61.75	34.5	144.8	16	86.5	69	13.05	22.5	155		641.55
Reimbursable Standby	0	0	0	0	0	0	0	0	48	177.5	0		225.5
Staffing Vacancy	264	216	312	336	480	480	1608	1344	1392	672	0		7104



### Fire Prevention

Fire Life Safety  
Special Permits  
Weed Hazards  
Plan Checks  
Public Lectures  
Total Activities

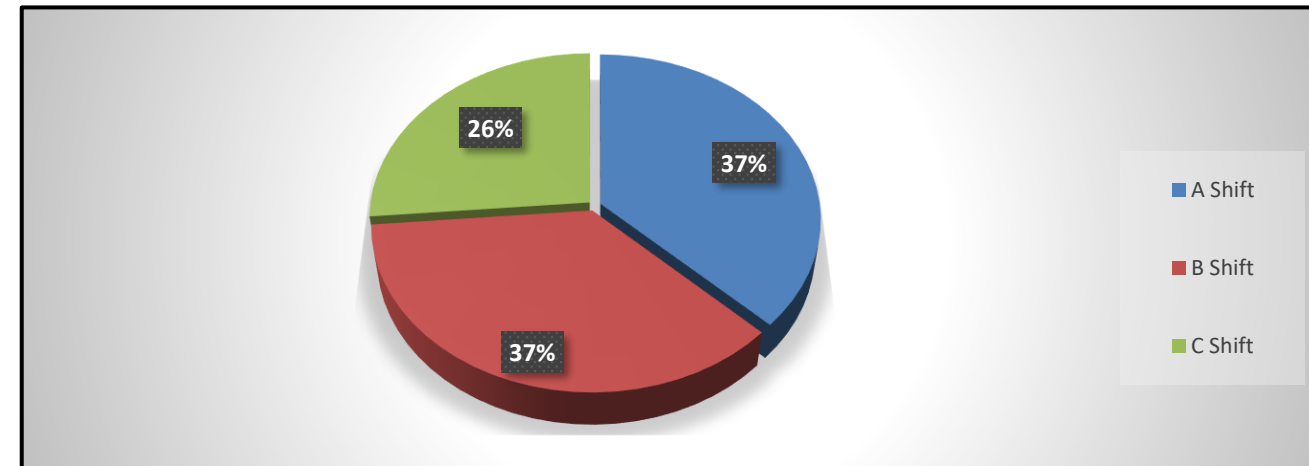
Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
69	90	49	57	44	46	39	61	39	54	45		593
0	0	1	0	0	1	0	0	0	0	3		5
0	2	2	123	231	98	36	22	13	0	28		555
148	132	104	155	131	33	115	78	136	106	96		1234
0	0	0	0	0	1	0	0	0	0	0		1
217	224	156	335	406	179	190	161	188	160	172		2388



### Pre-Fire Inspections

A Shift  
B Shift  
C Shift  
Total Inspections

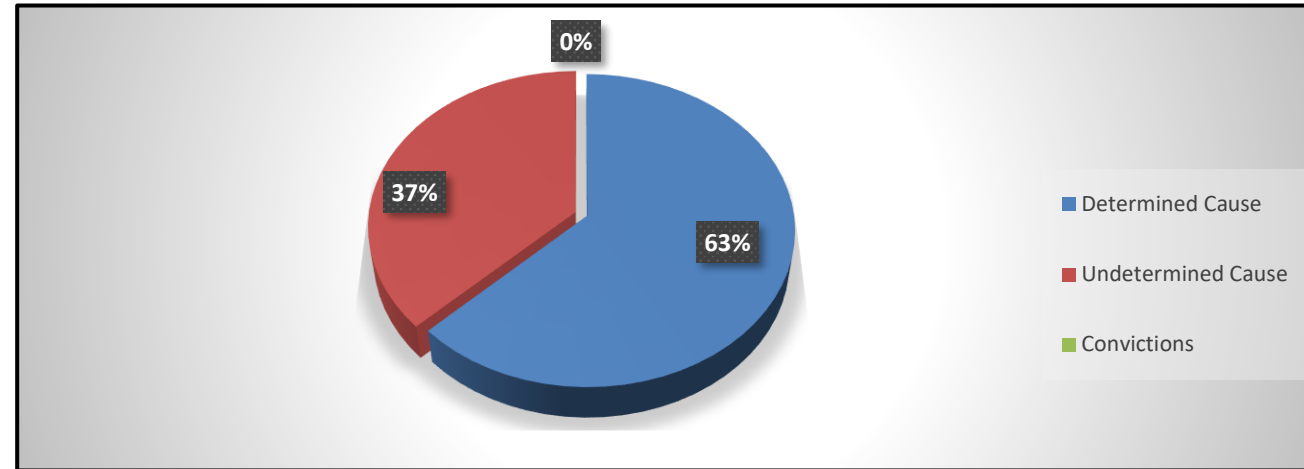
Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
11	10	9	6	12	9	3	14	8	7	14		103
8	3	17	9	16	9	5	9	4	14	7		101
9	5	6	10	17	1	3	0	0	13	9		73
28	18	32	25	45	19	11	23	12	34	30	0	277



### Fire Investigations

Determined Cause  
Undetermined Cause  
Convictions  
Total Investigations

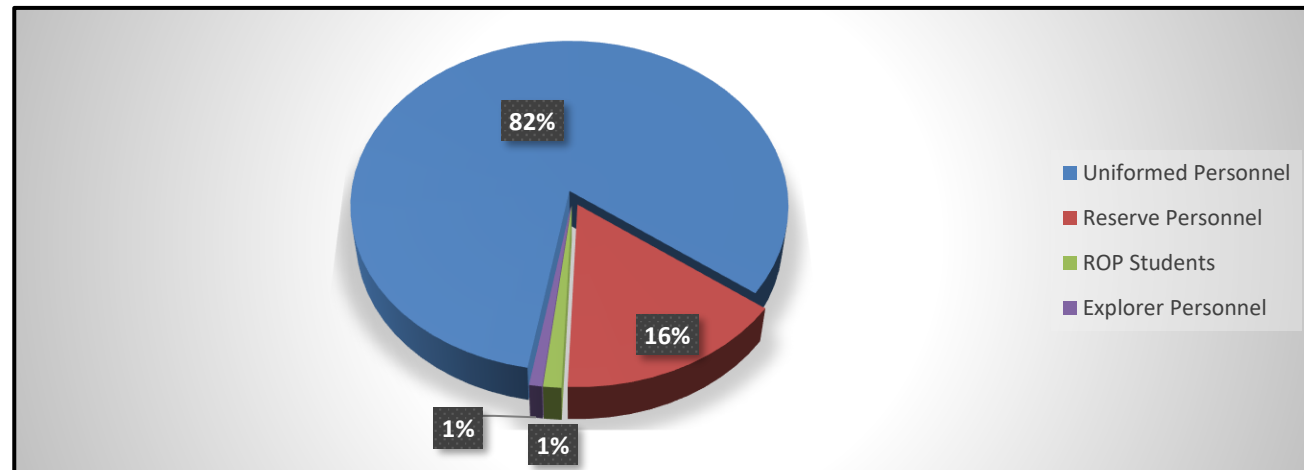
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Determined Cause	2	2	4	2	8	7	12	10	14	12	8		81
Undetermined Cause	2	0	0	2	2	6	8	6	5	10	7		48
Convictions	0	0	0	0	0	0	0	0	0	0	0		0
Total Investigations	4	2	4	4	10	13	20	16	19	22	15		129



### Training Hours

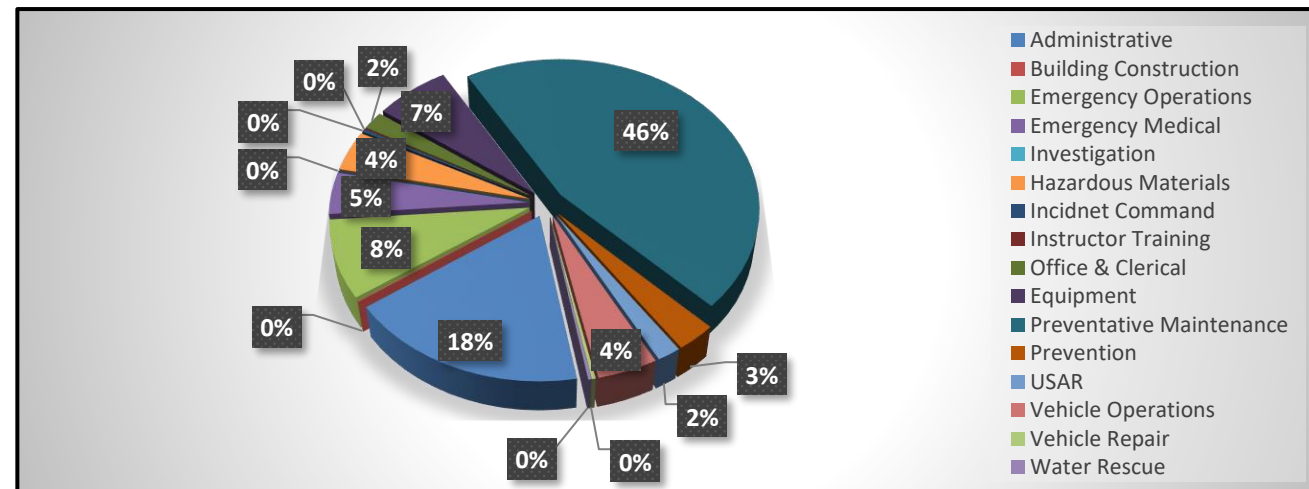
Uniformed Personnel  
Reserve Personnel  
ROP Students  
Explorer Personnel  
Total Hours

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Uniformed Personnel	1673.2	1520	1700	1567	1753	1007	931.25	825.8	805.25	1006.5	989.3		13777
Reserve Personnel	216.81	198.7	262.8	212.5	246	172.5	307.5	307.5	316.25	117	258.3		2616
ROP Students	0	15.3	38	72.5	79.25	0	0	0	0	0	0		205
Explorer Personnel	0	0	0	0	0	12	27	27	27	27	27		147
Total Hours	1890	1734	2001	1852	2078	1191	1265.8	1160.3	1148.5	1150.5	1275		16745



### Training Hours Breakdown

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Administrative	320	264.8	360.8	219.8	493.2	197.5	265.25	159.25	124.25	203.16	139.5		2747.4
Building Construction	0	0	8	2	0	0	1	0	0	1	0.5		12.5
Emergency Operations	187.5	185.9	307.5	76.75	168.5	71.5	71	81	66	26	32		1273.7
Emergency Medical	125.5	43.5	39	190.5	89.83	83	23	16.5	19.5	18.5	36		684.83
Investigation	0	0	0	0	0	0	0	0	0	0	0		0
Hazardous Materials	144	264	5	68.5	50.5	3	12	54	12	12	33		658
Incidnet Command	0	9	10	1	27.5	0	0	0	0	0	0		47.5
Instructor Training	3	1	0	0	0	0	0	0	0	12	0		16
Office & Clerical	11	14.5	45	49	108.5	7.5	0	16.5	18.5	17.3	10		297.8
Equipment	144	103.8	136	125	120.7	30.5	80	39.5	110	70.5	54.25		1014.2
Preventative Maintenance	767.75	757.8	903.5	852.5	750.5	616.5	433.5	388.5	355	544.6	593.5		6963.6
Prevention	51.75	17	78	45.75	118	14.5	20.5	43.5	11.5	36.5	18.5		455.5
USAR	20.75	11	18	20.1	3	29	0	5.75	15	125.75	21.75		270.1
Vehicle Operations	114.75	47	52.5	84	68.5	119.5	20.5	21.3	69.5	52	32.25		681.8
Vehicle Repair	0	0	0	6.5	0	6	4.5	0	4	4	18		43
Water Rescue	0	0	0	37.25	0	0	0	0	0	0	0		37.25
<b>Total Hours</b>	<b>1890</b>	<b>1719</b>	<b>1963</b>	<b>1779</b>	<b>1999</b>	<b>1179</b>	<b>931.25</b>	<b>825.8</b>	<b>805.25</b>	<b>1123.3</b>	<b>989.3</b>		<b>15203</b>

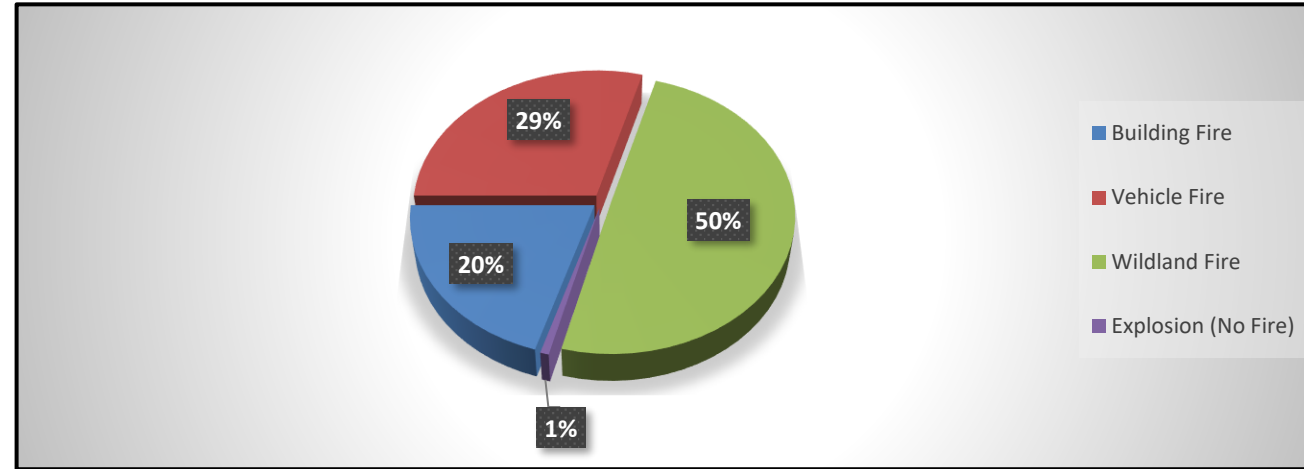




### Incident Report Summary

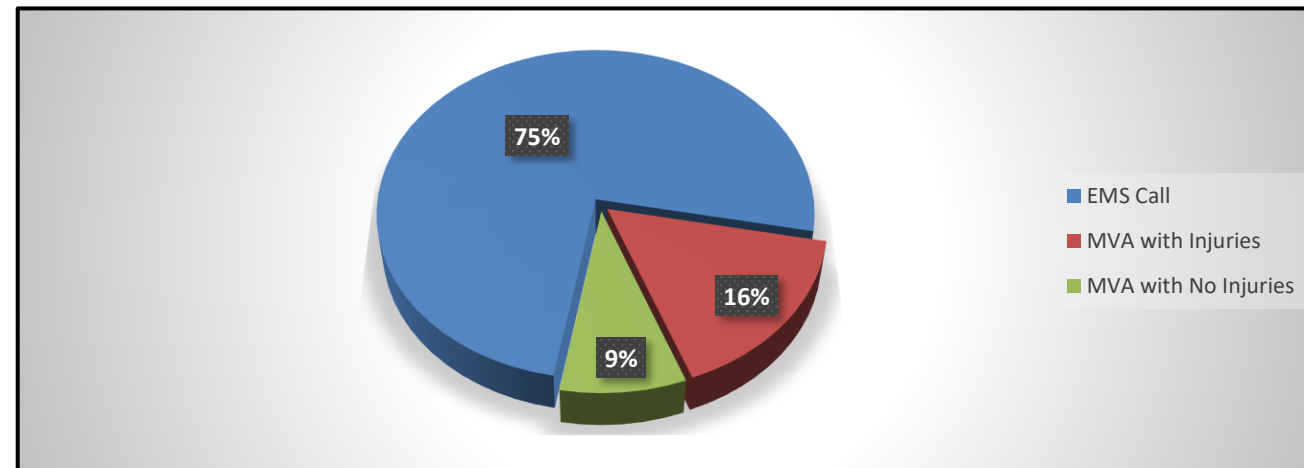
#### Fire / Explosion

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Building Fire	3	2	4	4	1	9	11	8	6	9	11		68
Vehicle Fire	4	0	1	1	6	9	3	2	4	7	4		41
Wildland Fire	5	4	3	4	12	21	19	12	20	14	8		122
Explosion (No Fire)	0	0	0	0	1	0	0	0	0	0	1		2
Total Alarms	12	6	8	9	20	39	33	22	30	30	24		233



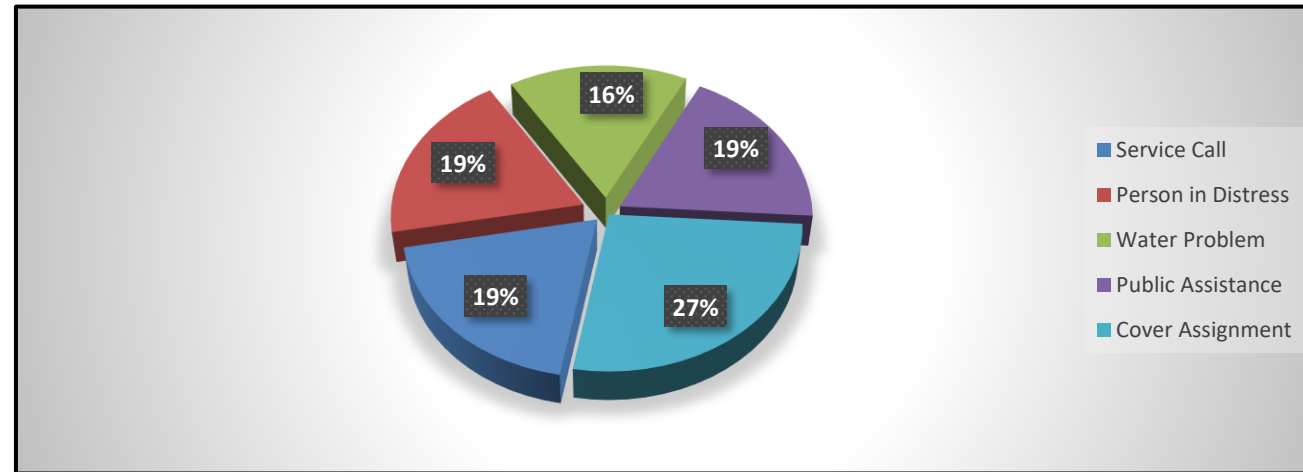
#### Rescue/EMS

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
EMS Call	94	98	108	99	109	90	112	111	94	108	102		1125
MVA with Injuries	14	20	21	15	20	28	17	21	29	29	28		242
MVA with No Injuries	15	8	13	8	11	13	15	14	6	16	8		127
Total Alarms	123	126	142	122	140	131	144	146	129	153	138		1494



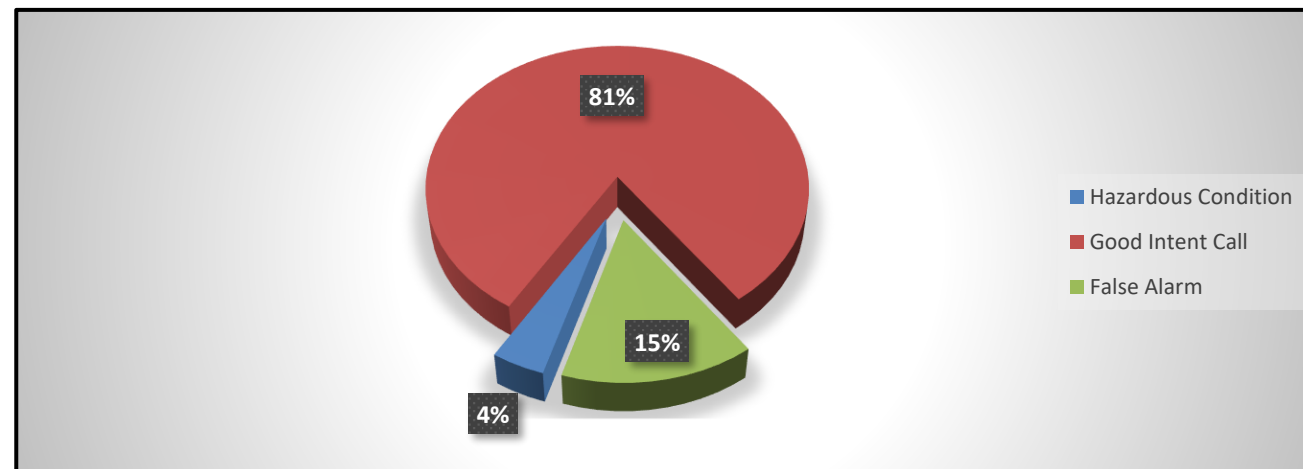
### Service Calls

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Service Call	4	8	2	5	2	1	2	1	3	2	3		33
Person in Distress	3	3	3	4	2	1	1	5	2	3	6		33
Water Problem	3	3	1	4	3	2	1	1	2	2	6		28
Public Assistance	5	0	1	3	6	4	2	5	2	1	3		32
Cover Assignment	6	7	1	11	8	7	3	0	3	0	0		46
Total Alarms	21	21	8	27	21	15	9	12	12	8	18		172



### Special Incident

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Hazardous Condition	6	4	3	5	6	5	2	4	4	2	5		46
Good Intent Call	67	77	85	76	74	99	93	98	81	82	76		908
False Alarm	9	6	24	11	17	18	19	20	12	13	17		166
Total Alarms	82	87	112	92	97	122	114	122	97	97	98		1120



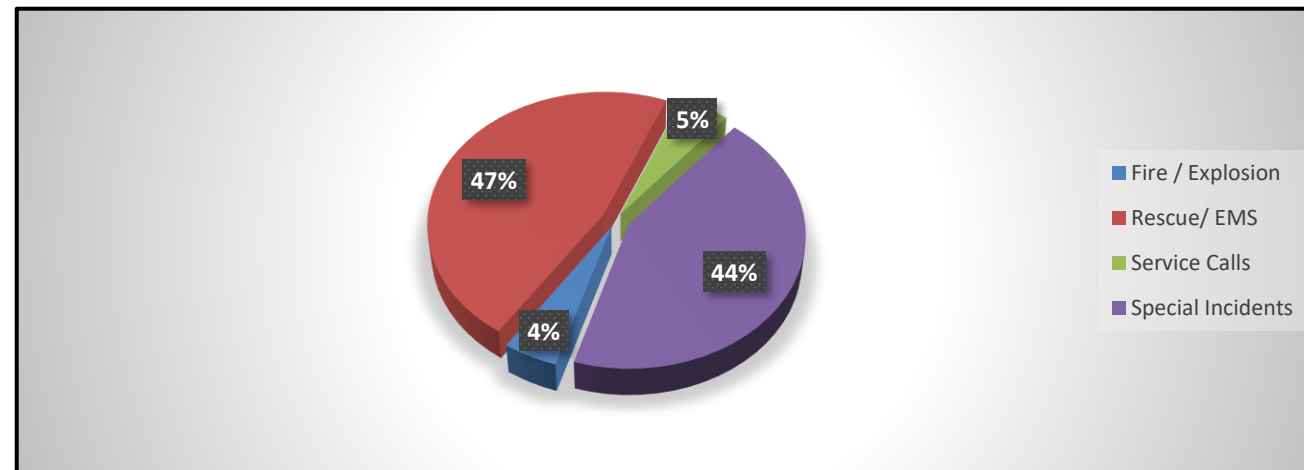
**Unit Average  
Response Time**

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Ytd/Avg
Station 31 (T30)	4:46	4:32	4:19	4:46	4:43	5:23	4:35	5:25	5:21	4:41	4:43		4:50
Station 32 (E32)	6:35	6:59	6:25	6:48	6:51	7:33	8:14	7:25	5:49	6:28	7:48		6:59
Station 33 (E33)	6:05	5:44	5:34	6:01	6:30	7:01	5:48	5:57	6:56	6:59	6:16		6:15
Station 34 (E34)	5:00	4:44	4:38	4:59	4:24	5:44	5:10	4:51	4:59	5:56	4:39		5:00
Station 35 (E35)				5:51	5:00	5:21	5:56	5:44	5:12	5:17	5:09		5:26

**Incident Report Summary  
By Station**

**Station 31**

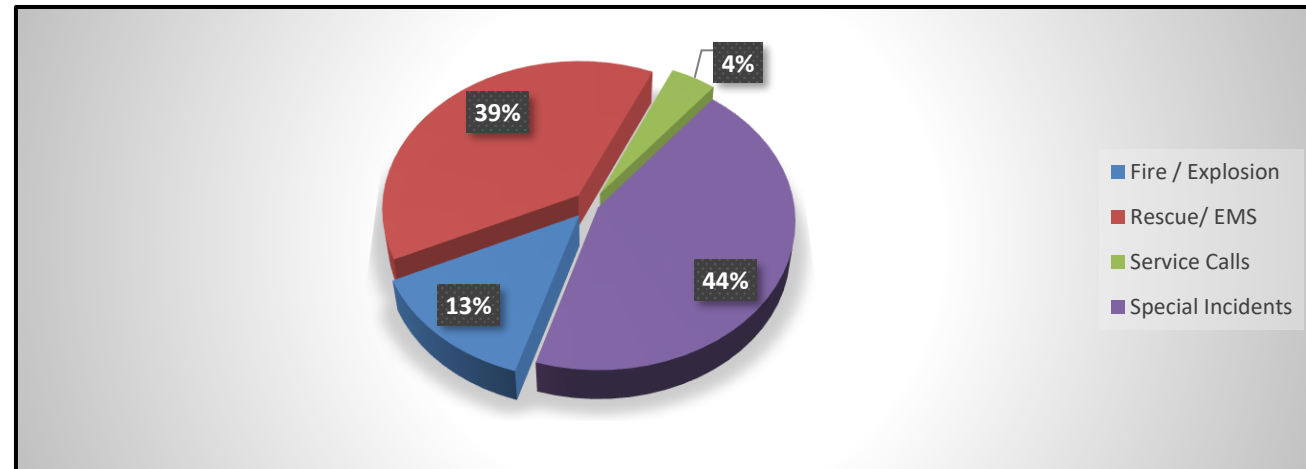
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Fire / Explosion	2	4	1	2	6	6	6	7	7	5	6		52
Rescue/ EMS	50	42	61	43	48	47	39	43	38	59	51		521
Service Calls	6	6	4	7	9	4	3	3	3	5	4		54
Special Incidents	38	34	62	41	46	69	62	33	35	33	34		487
Total Alarms	96	86	128	93	109	126	110	86	83	102	95		1114



# **Incident Report Summary By Station**

## **Station 32**

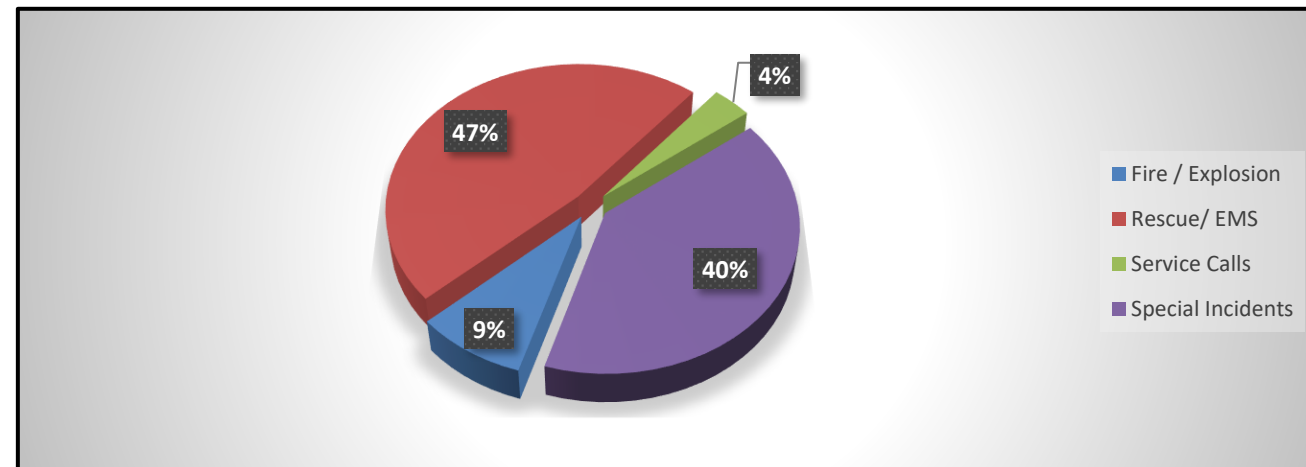
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Fire / Explosion	3	1	1	1	4	10	8	7	6	5	6		52
Rescue/ EMS	14	17	9	8	12	16	9	16	12	15	22		150
Service Calls	2	3	1	2	2	1	0	1	0	1	3		16
Special Incidents	17	20	17	15	16	15	22	17	6	13	13		171
Total Alarms	36	41	28	26	34	42	39	41	24	34	44		389



# **Incident Report Summary By Station**

## **Station 33**

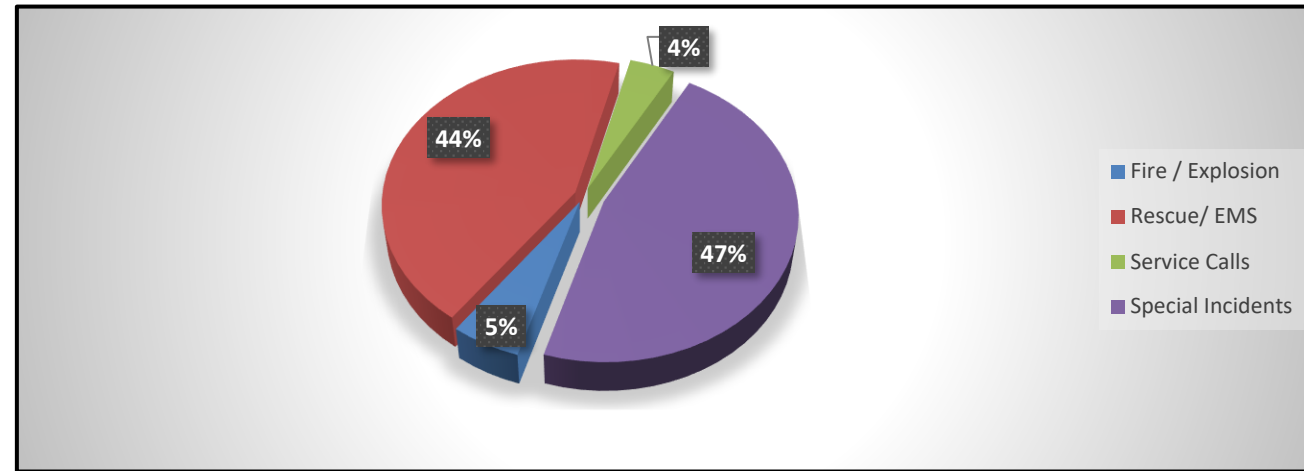
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Fire / Explosion	4	1	4	1	4	7	6	4	1	6	5		43
Rescue/ EMS	25	19	17	23	23	20	20	25	25	20	20		237
Service Calls	2	1	2	2	1	2	1	3	1	0	3		18
Special Incidents	12	17	22	24	19	25	29	16	13	13	10		200
Total Alarms	43	38	45	50	47	54	56	48	40	39	38		498



# **Incident Report Summary By Station**

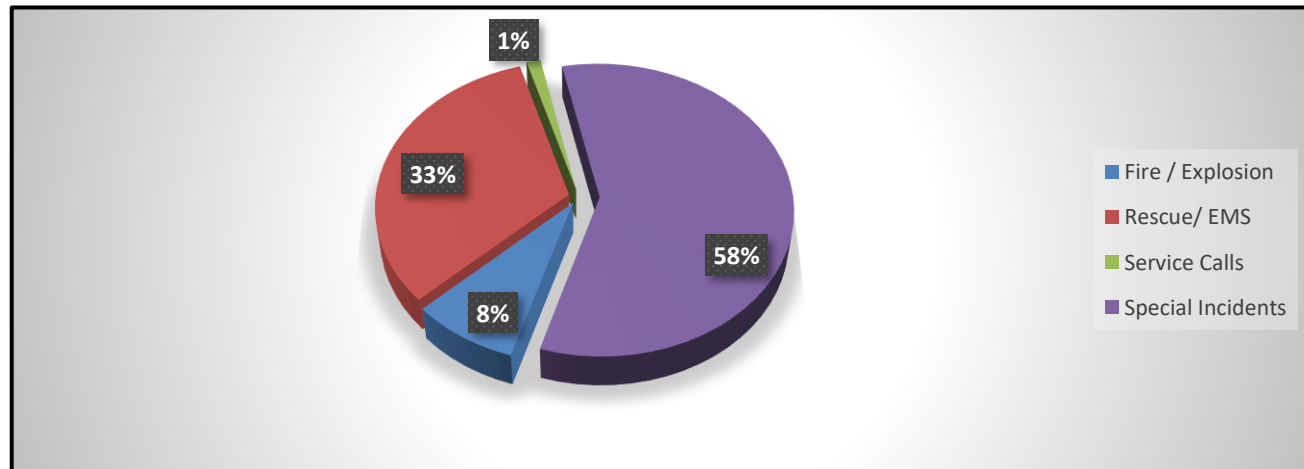
## **Station 34**

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Fire / Explosion	3	0	2	3	5	8	8	2	7	13	5		56
Rescue/ EMS	34	47	55	37	49	38	43	46	36	38	35		458
Service Calls	4	4	2	3	6	3	1	6	4	2	8		43
Special Incidents	59	57	64	35	34	55	54	41	30	27	32		488
Total Alarms	100	108	123	78	94	104	106	95	77	80	80		1045



## **Station 35**

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Fire / Explosion				2	2	8	2	2	8	0	2		26
Rescue/ EMS				13	7	10	13	14	15	21	9		102
Service Calls				0	0	0	1	3	0	0	0		4
Special Incidents				21	28	13	80	10	9	11	10		182
Total Alarms				36	37	31	96	29	32	32	21		314

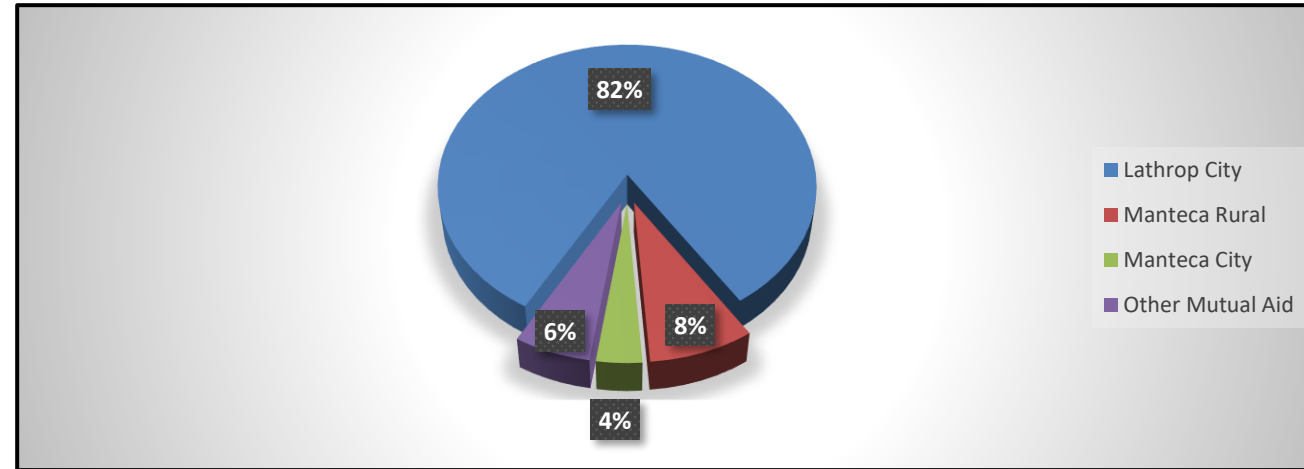


**Responses per District  
by Station**

**Station 31**

Lathrop City  
Manteca Rural  
Manteca City  
Other Mutual Aid  
Total Alarms

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Lathrop City	87	81	114	75	88	108	89	74	83	100	96		995
Manteca Rural	3	3	9	7	13	10	9	12	13	13	7		99
Manteca City	1	2	1	0	6	5	3	8	1	8	8		43
Other Mutual Aid	5	0	4	11	5	3	9	11	10	3	11		72
Total Alarms	96	86	128	93	112	126	110	105	107	124	122		1209

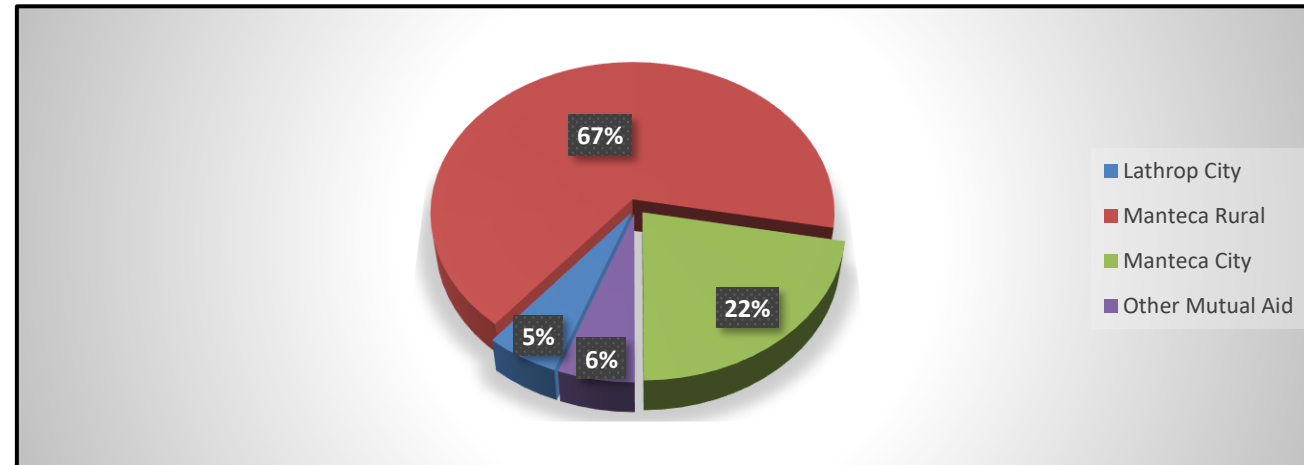


**Responses per District  
by Station**

**Station 32**

Lathrop City  
Manteca Rural  
Manteca City  
Other Mutual Aid  
Total Alarms

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Lathrop City	1	0	2	1	6	0	1	2	3	5	1		22
Manteca Rural	21	32	21	19	19	28	28	27	23	23	34		275
Manteca City	14	5	5	5	8	13	7	11	3	12	7		90
Other Mutual Aid	0	4	0	1	1	1	3	5	0	3	5		23
Total Alarms	36	41	28	26	34	42	39	45	29	43	47		410

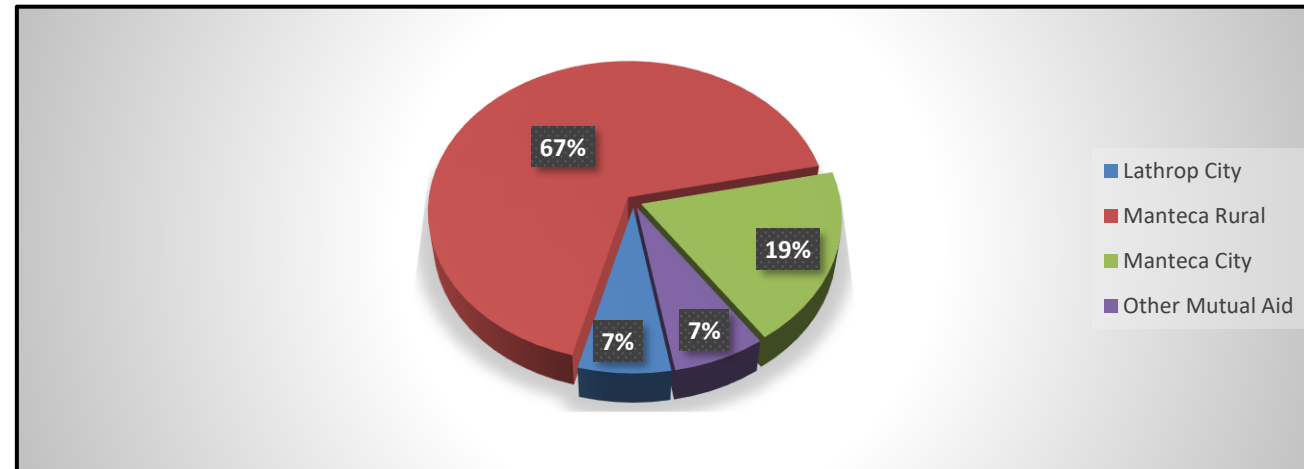


**Responses per District  
by Station**

**Station 33**

Lathrop City  
Manteca Rural  
Manteca City  
Other Mutual Aid  
Total Alarms

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Lathrop City	1	2	5	3	4	2	3	3	3	1	9		36
Manteca Rural	33	23	31	31	30	38	42	36	35	28	28		355
Manteca City	6	12	6	13	8	9	7	17	6	8	7		99
Other Mutual Aid	3	1	3	3	5	5	4	4	1	3	4		36
Total Alarms	43	38	45	50	47	54	56	60	45	40	48		526

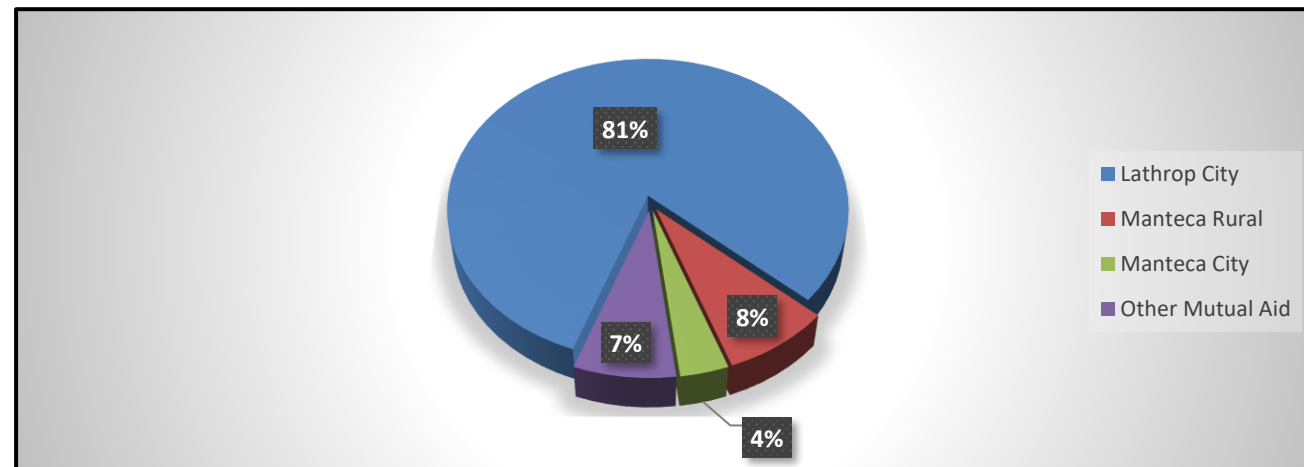


**Responses per District  
by Station**

**Station 34**

Lathrop City  
Manteca Rural  
Manteca City  
Other Mutual Aid  
Total Alarms

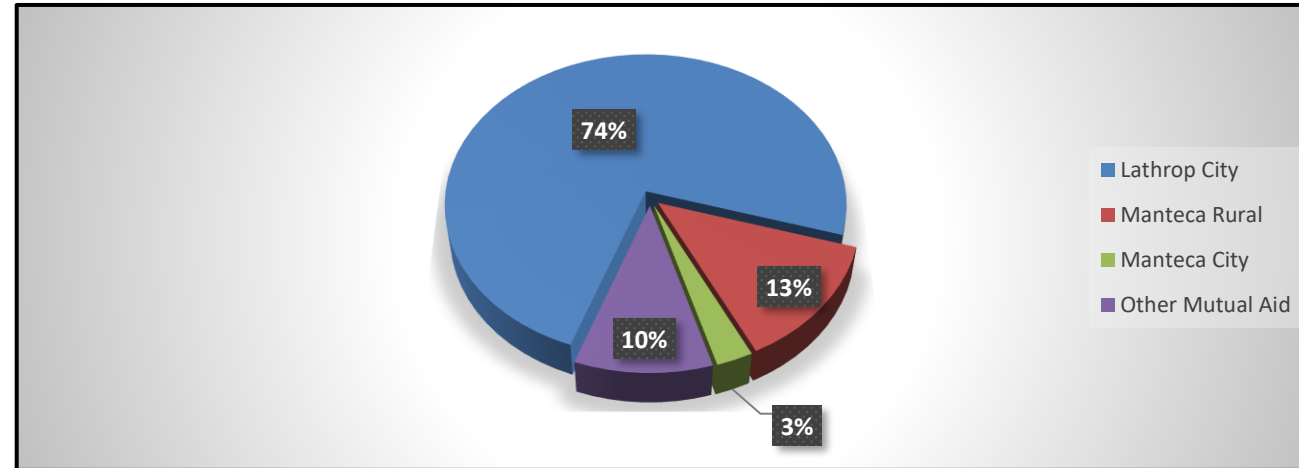
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Lathrop City	76	91	109	63	82	80	76	84	91	87	86		925
Manteca Rural	13	4	6	7	6	11	11	4	7	12	11		92
Manteca City	3	5	5	1	3	5	4	7	1	5	2		41
Other Mutual Aid	8	8	3	7	3	8	15	16	7	5	6		86
Total Alarms	100	108	123	78	94	104	106	111	106	109	105		1144



**Station 35**

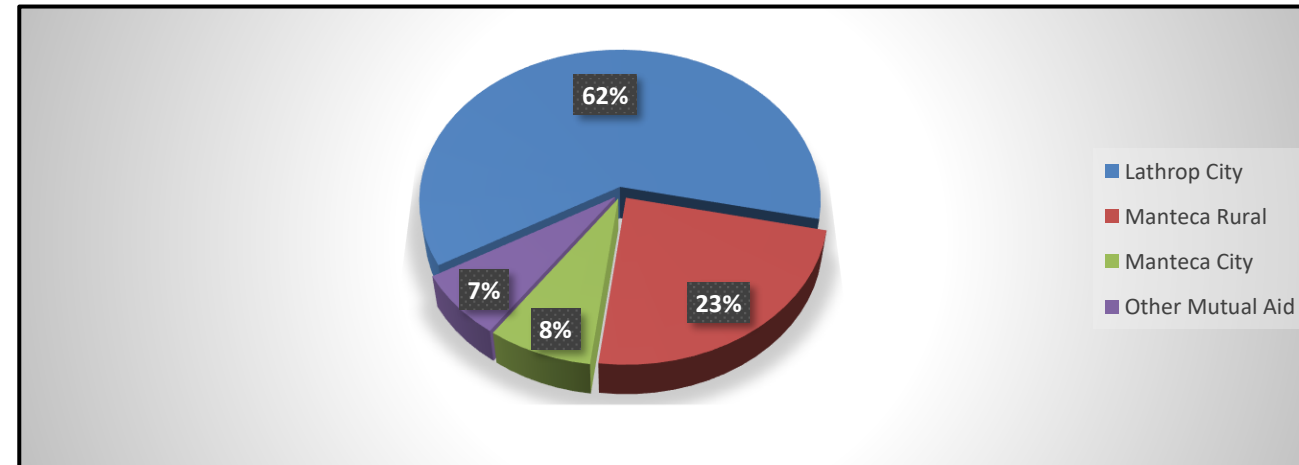
Lathrop City  
 Manteca Rural  
 Manteca City  
 Other Mutual Aid  
 Total Alarms

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Lathrop City				32	29	26	65	44	73	32	27		328
Manteca Rural				0	7	3	6	15	9	12	6		58
Manteca City				1	0	0	1	7	1	2	0		12
Other Mutual Aid				3	1	2	14	8	8	3	6		45
Total Alarms				36	37	31	86	74	91	49	39		443


**Responses per District  
 by Station Totals**
**LMFD**

Lathrop City  
 Manteca Rural  
 Manteca City  
 Other Mutual Aid  
 Total Alarms

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Lathrop City	165	174	230	174	209	216	234	207	253	225	192	0	2279
Manteca Rural	70	62	67	64	75	90	96	94	87	88	80	0	873
Manteca City	24	24	17	20	25	32	22	50	12	35	24	0	285
Other Mutual Aid	16	13	10	25	15	19	45	44	26	17	26	0	256
Total Alarms	275	273	324	283	324	357	397	395	378	365	322	0	3693





## Mutual Aid Summary

### Water Rescue

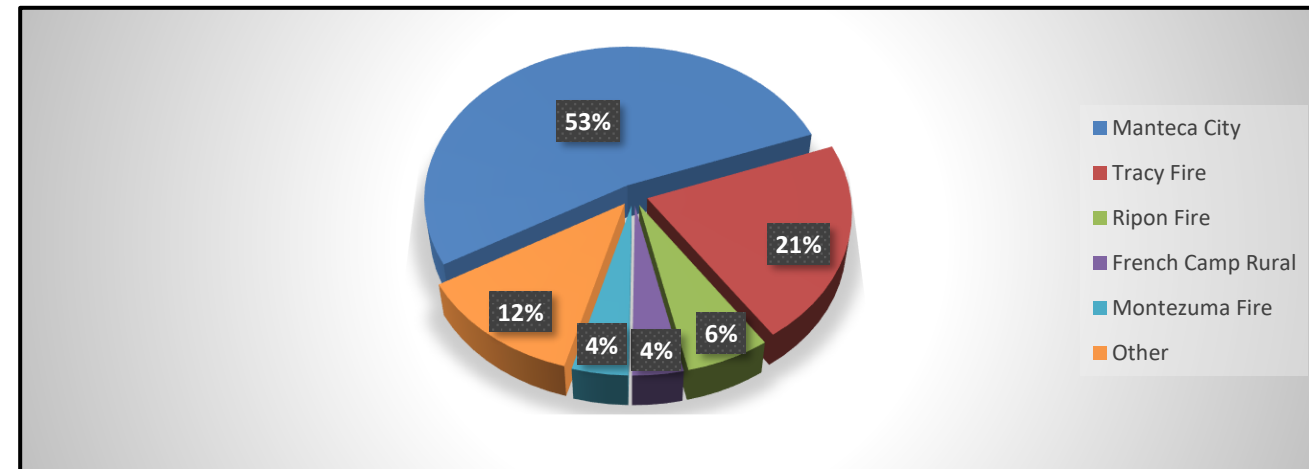
LMFD  
Stockton  
Other SJ County Areas  
Total Responses

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
LMFD	0	1	0	1	0	1	1	2	0	0	0		6
Stockton	2	1	2	6	2	1	2	4	6	2	6		34
Other SJ County Areas	2	0	1	4	1	1	3	1	2	1	1		17
Total Responses	4	2	3	11	3	3	6	7	8	3	7		57

### Total Given To

Manteca City  
Tracy Fire  
Ripon Fire  
French Camp Rural  
Montezuma Fire  
Other  
Total Aid Given

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Manteca City	24	24	17	20	25	32	22	50	12	35	24		285
Tracy Fire	6	4	3	9	4	8	31	21	12	7	9		114
Ripon Fire	1	4	2	2	1	3	4	7	0	3	6		33
French Camp Rural	1	2	0	3	1	3	1	7	1	0	1		20
Montezuma Fire	3	0	1	1	4	4	2	4	1	1	1		22
Other	5	3	4	10	5	1	7	5	12	6	9		67
Total Aid Given	40	37	27	45	40	51	67	94	38	52	50		541

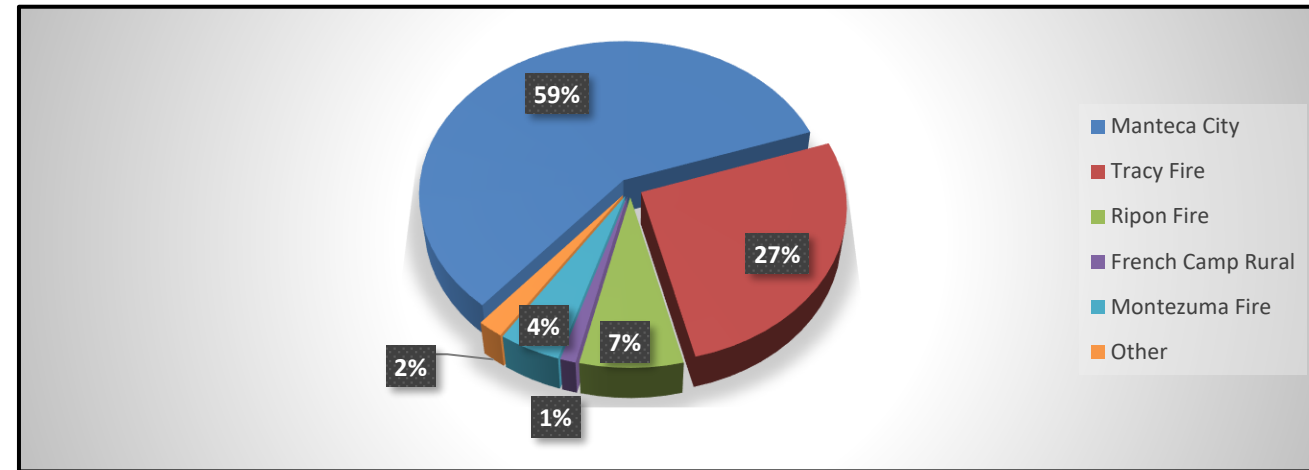


## Mutual Aid Summary

### Total Received

Manteca City  
Tracy Fire  
Ripon Fire  
French Camp Rural  
Montezuma Fire  
Other  
Total Aid Received

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Manteca City	6	7	11	10	15	24	19	16	10	18	21		157
Tracy Fire	2	6	4	6	1	6	14	12	9	11	0		71
Ripon Fire	1	1	0	1	2	1	1	5	2	3	3		20
French Camp Rural	0	2	1	0	0	0	0	0	0	0	0		3
Montezuma Fire	1	0	3	0	0	0	2	3	0	3	0		12
Other	0	0	0	0	0	0	1	4	0	0	0		5
Total Aid Received	10	16	19	17	18	31	37	40	21	35	24		268



[Back to AGENDA](#)

## County of San Joaquin

Report: 13-D3

## Fund Report - Year to Date (County Fiscal Year)

As of November 30, 2019

## 49001-LATHROP-MANTECA FIRE PROTECT

		Activities for :		Balance	
		Current Month	Year to Date	As of November 30, 2019	Budget Amount
<b>Fund Balance - Beginning of the Fiscal Year</b>		-	-	<b>2,493,694.80</b>	
<b>Revenues</b>					
<b>REVENUES-GENERAL</b>		-	-	-	
4100100010	PROPERTY TAX-SECURED	-	4,548.98	4,548.98	4,197,426.00
4100200070	PROPERTY TAX-SECURED-SB813	-	39,339.92	39,339.92	142,683.00
4101000000	PROPERTY TAX-UNSECURED	-	274.89	274.89	213,680.00
4101000007	PROPERTY TAX-UNSECURED-SB813	-	2,359.28	2,359.28	837.00
4101000020	PROPERTY TAX-SB 813-PRIOR	-	21.67	21.67	1.00
4101000030	PROPERTY TAX-UNSECURED-PRIOR	-	167.87	167.87	175.00
<b>TAXES</b>		-	46,712.61	46,712.61	4,554,802.00
4204000300	LICENSE/PERMITS-OTHER	-	-	-	320.00
4204000900	LICENSE/PERMITS-FIRE	6,259.00	42,877.75	42,877.75	113,493.00
<b>LICENSES, PERMITS, FRANCHISES</b>		6,259.00	42,877.75	42,877.75	113,813.00
<b>FINES, FORFEITURES, PENALTIES</b>		-	-	-	
4400000000	INTEREST INCOME	-	22,796.00	22,796.00	1,251.00
4410023700	RENT MDA	1,500.00	9,000.00	9,000.00	36,000.00
4410041550	RENT - TOWER	1,675.25	14,202.49	14,202.49	14,561.00
<b>USE OF MONEY AND PROPERTY</b>		3,175.25	45,998.49	45,998.49	51,812.00
4505500000	ST-HOMEOWNER PROP TAX	5,546.86	5,546.86	5,546.86	29,303.00
<b>INTERGOVERNMENTAL REVENUES</b>		5,546.86	5,546.86	5,546.86	29,303.00
4605110000	SPECIAL ASSESSMENTS-CURRENT	-	830.27	830.27	2,174,492.00
4623200000	OTHER SVS FEES	-	-	-	251.00
4625103000	PLAN CHECK FEE REV	10,029.00	79,468.03	79,468.03	175,287.00
4625120150	HAZARDOUS MATERIAL RESPONSE	-	-	-	40,204.00
4630210100	MITIGATION FEES	-	26,502.31	26,502.31	25,983.00
<b>CHARGES FOR SERVICES</b>		10,029.00	106,800.61	106,800.61	2,416,217.00
4634200100	STANDBY FEES	-	-	-	6,614.00
4702008000	PRIVATE PARTIES CONT-DONATION	-	20.00	20.00	-
4706200000	OUTLAWED WARRANTS	-	400.00	400.00	700.00
4706500000	RETURNED CHECKS-NSF-REV	-	2,757.30	2,757.30	75.00
4707000000	OTHER MISC REVENUES	541.85	1,330.15	1,330.15	4,924.00
4711100010	CLSP-CFD-06	-	-	-	116,397.00
4711100020	FEMA GRANT	-	455,999.34	455,999.34	798,405.00
4711100030	STATION O&M	-	-	-	17,230.00

## County of San Joaquin

Report: 13-D3

## Fund Report - Year to Date (County Fiscal Year)

As of November 30, 2019

## 49001-LATHROP-MANTECA FIRE PROTECT

		Activities for :		Balance	
		Current Month	Year to Date	As of November 30, 2019	Budget Amount
4711100040	STRIKE TEAM OVERTIME	30,122.37	33,070.19	33,070.19	-
4711100050	CPR	-	50.00	50.00	1,025.00
4711100070	REPORT REQUESTS	336.60	1,571.00	1,571.00	-
<b>MISCELLANEOUS REVENUES</b>		31,000.82	495,197.98	495,197.98	945,370.00
4800000000	OPER TRANS-IN	-	1,215,423.00	1,215,423.00	2,430,846.00
<b>TRANSFERS IN</b>		-	1,215,423.00	1,215,423.00	2,430,846.00
<b>OTHER FINANCING SOURCES</b>		-	-	-	-
4820700000	INSUR PREM-RETIRES	1,239.98	15,817.62	15,817.62	24,925.00
<b>SELF INS FUND SPECIAL REVENUES</b>		1,239.98	15,817.62	15,817.62	24,925.00
<b>MP-TEL-RADIO ISF REVENUES</b>		-	-	-	-
<b>SOLID WASTE SPECIAL REVENUES</b>		-	-	-	-
<b>HOSPITAL SPECIAL REVENUES</b>		-	-	-	-
<b>AIRPORT SPECIAL REVENUES</b>		-	-	-	-
<b>RETIREMENT FUND SPECIAL REV</b>		-	-	-	-
4950000000	AGENCY FUND RECEIPTS	-	294.00	294.00	-
<b>AGENCY FUNDS - DEPOSITS</b>		-	294.00	294.00	-
<b>Total Revenues</b>		57,250.91	1,974,668.92	1,974,668.92	-
<b>Expenditures</b>					
6001000000	SALARIES & WAGES-REGULAR	397,019.50	1,465,627.08	1,465,627.08	3,467,945.00
6001210000	ADMINISTRATION BENEFITS	6,797.12	33,920.84	33,920.84	102,135.00
6001400000	SALARIES-SICKLEAVE CASH PAYOUT	-	14,782.88	14,782.88	-
6001450000	SALARIES-LEAVE TIME PAYOFF	104,593.40	106,668.26	106,668.26	-
6002000000	SALARIES-EXTRA HELP	10,574.00	44,774.00	44,774.00	138,250.00
6003000000	SALARIES-OVERTIME	150,448.72	567,301.81	567,301.81	900,000.00
6003100000	SALARIES-OVERTIME 12 PLAN	-	3.24	3.24	-
<b>SALARIES</b>		669,432.74	2,233,078.11	2,233,078.11	4,608,330.00
6010300000	OTHER EMP BENEFITS-UNIFORM	-	41,249.74	41,249.74	40,500.00
6020000000	RETIREMENT-EMPLOYER SHARE	294,379.47	1,130,497.86	1,130,497.86	2,792,676.00
6030000000	SOCIAL SECURITY-OASDI	38,210.39	129,311.41	129,311.41	230,618.00
6030100000	SOCIAL SECURITY-MEDICARE	9,525.70	31,460.87	31,460.87	52,019.00
6030200000	SOCIAL SECURITY-EXTRA H OASDI	-	-	-	8,364.00
6030300000	MEDICARE EXTRA HELP	-	-	-	2,005.00
6050000000	HEALTH INSURANCE	86,129.53	445,315.70	445,315.70	1,229,530.00
6091000000	SAL & BENEFITS -SD	830.85	2,677.17	2,677.17	113.00
<b>FRINGE BENEFITS</b>		429,075.94	1,780,512.75	1,780,512.75	4,355,825.00

## County of San Joaquin

Report: 13-D3

## Fund Report - Year to Date (County Fiscal Year)

As of November 30, 2019

## 49001-LATHROP-MANTECA FIRE PROTECT

		Activities for :		Balance	
		Current Month	Year to Date	As of November 30, 2019	Budget Amount
Total Salaries and Benefits		1,098,508.68	4,013,590.86	4,013,590.86	8,964,155.00
6201000000	OFFICE EXPENSE-GENERAL	2,231.94	8,255.43	8,255.43	28,500.00
6206000000	COMMUNICATIONS	4,359.88	22,317.64	22,317.64	45,000.00
6209000000	MEMBERSHIPS	960.00	9,000.62	9,000.62	10,385.00
6211000000	MAINTENANCE-EQUIPMENT	9,561.88	44,477.09	44,477.09	157,446.00
6211000100	RADIO MAINTENANCE	381.33	412.67	412.67	14,102.00
6211000400	FUEL	5,503.43	38,476.81	38,476.81	60,000.00
6211000500	TIRES & TUBES	2,097.95	6,161.82	6,161.82	56,385.00
6220001000	AUDITOR PROLL AND A/P CHARGES	-	-	-	7,521.00
6220009500	AUDITOR DRCT ASSMT SERV CHRG	-	-	-	22,071.00
6221000000	PROFESSIONALSVS	36,779.90	72,732.50	72,732.50	81,227.00
6221010100	DISPATCHING	9,219.34	49,428.85	49,428.85	143,000.00
6221010200	TAX ADMINISTRATION CHARGES	-	-	-	79,557.00
6221030100	AUDIT	-	1,597.50	1,597.50	25,000.00
6223000000	PUBLICATIONS & LEGAL NOTICES	165.00	525.00	525.00	1,000.00
6226005300	PHYSICAL EXAMINATIONS	662.25	2,175.25	2,175.25	5,000.00
6226008800	FIRE FIGHTER PHYSICALS & SHOTS	625.00	7,280.00	7,280.00	3,900.00
6226010300	DIRECTORS EXPENSES	400.00	3,650.00	3,650.00	8,000.00
6226010400	FIRE PREVENTION	149.95	4,884.48	4,884.48	5,064.00
6226010500	ELECTIONS	-	-	-	12,000.00
6226010700	PUBLIC RELATIONS & TRAINING	11,035.26	33,414.83	33,414.83	90,616.00
6226011000	FIRE FIGHTING SUPPLIES	7,372.84	29,042.36	29,042.36	54,593.00
6232005100	INSURANCE-COMPENSATION	-	140,217.88	140,217.88	305,590.00
6236005330	INSURANCE-FIRE & LIABILITY	-	37,986.00	37,986.00	54,118.00
6240010100	FIREMENS CLOTHING	-	(15,631.00)	(15,631.00)	-
6240010200	FIREFIGHTERS PPE & UNIFORMS	1,469.76	78,446.95	78,446.95	82,538.00
6246000000	HOUSEHOLD EXPENSE	1,338.39	4,830.16	4,830.16	9,244.00
6249000000	UTILITIES	4,929.45	51,632.05	51,632.05	46,213.00
6255050100	MEDICAL SUPPLIES	3,335.75	11,160.97	11,160.97	38,489.00
6260000000	MAINT-STRUCTURE & GROUND	7,602.70	35,866.97	35,866.97	37,388.00
<b>SERVICES AND SUPPLIES-TOTAL</b>		<b>110,182.00</b>	<b>678,342.83</b>	<b>678,342.83</b>	<b>1,483,947.00</b>
<b>OTHER CHARGES</b>		-	-	-	
<b>OTHER FINANCING USES</b>		-	-	-	
6451000000	EQUIPMENT	-	4,334.44	4,334.44	
<b>CAPITAL EXPENDITURES</b>		-	4,334.44	4,334.44	
<b>COST REIMBURSEMENTS</b>		-	-	-	
<b>TRANSFERS OUT</b>		-	-	-	
<b>PROVISION FOR CONTINGENCY</b>		-	-	-	
<b>LOAN TO OTHER FUNDS</b>		-	-	-	
<b>CLEARING ACCOUNTS</b>		-	-	-	

County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49001-LATHROP-MANTECA FIRE PROTECT

Report: 13-D3

	Activities for :		Balance	Budget Amount
	Current Month	Year to Date	As of November 30, 2019	
PUBLIC WORKS PROJECT EXP	-	-	-	
LIABILITY INSURANCE ISF EXP	-	-	-	
MEDICAL & DENTAL INSUR ISF EXP	-	-	-	
RETIREMENT FUND EXP	-	-	-	
AGENCY FUND DISBURSEMENT	-	-	-	
<b>Total Expenditures</b>	1,208,690.68	4,696,268.13	4,696,268.13	
<b>Net Changes</b>	(1,151,439.77)	(2,721,599.21)	(2,721,599.21)	
<b>Fund Balance - At the end of the Period</b>			<b>(227,904.41)</b>	

<b>FOR INFORMATION ONLY</b>
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Designated Net Assets	-	-	-
Voucher/AP payables			190.04
Receivables			-
Inventories			-
Pre-paid Expenses			-
Cash- 1111000000 CASH IN BANK-TREASURY			(116,774.68)
Cash 1111010000 OUTSTANDING WARRANTS			(110,939.69)
Auditor's Cash			(227,714.37)

**Back to AGENDA**

County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49054-LATHRP-MNTCA FIRE PROTECT-HLTH

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
<b>Fund Balance - Beginning of the Fiscal Year</b>	-	-	<b>4,938.03</b>
<b>Revenues</b>			
<b>REVENUES-GENERAL</b>	-	-	-
<b>TAXES</b>	-	-	-
<b>LICENSES, PERMITS, FRANCHISES</b>	-	-	-
<b>FINES, FORFEITURES, PENALTIES</b>	-	-	-
4400000000 INTEREST INCOME	-	50.00	50.00
<b>USE OF MONEY AND PROPERTY</b>	-	50.00	50.00
<b>INTERGOVERNMENTAL REVENUES</b>	-	-	-
<b>CHARGES FOR SERVICES</b>	-	-	-
<b>MISCELLANEOUS REVENUES</b>	-	-	-
<b>TRANSFERS IN</b>	-	-	-
<b>OTHER FINANCING SOURCES</b>	-	-	-
<b>SELF INS FUND SPECIAL REVENUES</b>	-	-	-
<b>MP-TEL-RADIO ISF REVENUES</b>	-	-	-
<b>SOLID WASTE SPECIAL REVENUES</b>	-	-	-
<b>HOSPITAL SPECIAL REVENUES</b>	-	-	-
<b>AIRPORT SPECIAL REVENUES</b>	-	-	-
<b>RETIREMENT FUND SPECIAL REV</b>	-	-	-
<b>AGENCY FUNDS - DEPOSITS</b>	-	-	-
<b>Total Revenues</b>	-	50.00	50.00
<b>Expenditures</b>			
<b>SALARIES</b>	-	-	-
<b>FRINGE BENEFITS</b>	-	-	-
Total Salaries and Benefits	-	-	-
<b>SERVICES AND SUPPLIES-TOTAL</b>	-	-	-
<b>OTHER CHARGES</b>	-	-	-
<b>OTHER FINANCING USES</b>	-	-	-
<b>CAPITAL EXPENDITURES</b>	-	-	-
<b>COST REIMBURSEMENTS</b>	-	-	-
<b>TRANSFERS OUT</b>	-	-	-
<b>PROVISION FOR CONTINGENCY</b>	-	-	-
<b>LOAN TO OTHER FUNDS</b>	-	-	-

County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49054-LATHRP-MNTCA FIRE PROTECT-HLTH

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
CLEARING ACCOUNTS	-	-	-
PUBLIC WORKS PROJECT EXP	-	-	-
LIABILITY INSURANCE ISF EXP	-	-	-
MEDICAL & DENTAL INSUR ISF EXP	-	-	-
RETIREMENT FUND EXP	-	-	-
AGENCY FUND DISBURSEMENT	-	-	-
Total Expenditures	-	-	-
Net Changes	-	50.00	50.00

Fund Balance - At the end of the Period 4,988.03

**FOR INFORMATION ONLY**

Designated Net Assets	-	-	-
Voucher/AP payables			-
Receivables			-
Inventories			-
Pre-paid Expenses			-
Cash- 1111000000 CASH IN BANK-TREASURY			4,988.03
Cash 1111010000 OUTSTANDING WARRANTS			-
Auditor's Cash			4,988.03

**Back to AGENDA**



County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49081-LATHROP-MTCA FIRE - MEASURE C

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
<b>Fund Balance - Beginning of the Fiscal Year</b>	-	-	<b>1,822,951.41</b>
<b>Revenues</b>			
REVENUES-GENERAL	-	-	-
TAXES	-	-	-
LICENSES, PERMITS, FRANCHISES	-	-	-
FINES, FORFEITURES, PENALTIES	-	-	-
4400000000 INTEREST INCOME	-	19,360.00	19,360.00
USE OF MONEY AND PROPERTY	-	19,360.00	19,360.00
INTERGOVERNMENTAL REVENUES	-	-	-
CHARGES FOR SERVICES	-	-	-
MISCELLANEOUS REVENUES	-	-	-
TRANSFERS IN	-	-	-
OTHER FINANCING SOURCES	-	-	-
SELF INS FUND SPECIAL REVENUES	-	-	-
MP-TEL-RADIO ISF REVENUES	-	-	-
SOLID WASTE SPECIAL REVENUES	-	-	-
HOSPITAL SPECIAL REVENUES	-	-	-
AIRPORT SPECIAL REVENUES	-	-	-
RETIREMENT FUND SPECIAL REV	-	-	-
4950065000 SALES TAX-LATHROP MEASURE C	-	697,641.04	697,641.04
<b>AGENCY FUNDS - DEPOSITS</b>	-	697,641.04	697,641.04
<b>Total Revenues</b>	-	717,001.04	717,001.04
<b>Expenditures</b>			
SALARIES	-	-	-
FRINGE BENEFITS	-	-	-
Total Salaries and Benefits	-	-	-
SERVICES AND SUPPLIES-TOTAL	-	-	-
OTHER CHARGES	-	-	-
OTHER FINANCING USES	-	-	-
CAPITAL EXPENDITURES	-	-	-
COST REIMBURSEMENTS	-	-	-

County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49081-LATHROP-MTCA FIRE - MEASURE C

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
6601000000 OPER TRF-OUT	-	1,215,423.00	1,215,423.00
<b>TRANSFERS OUT</b>	-	1,215,423.00	1,215,423.00
<b>PROVISION FOR CONTINGENCY</b>	-	-	-
<b>LOAN TO OTHER FUNDS</b>	-	-	-
<b>CLEARING ACCOUNTS</b>	-	-	-
<b>PUBLIC WORKS PROJECT EXP</b>	-	-	-
<b>LIABILITY INSURANCE ISF EXP</b>	-	-	-
<b>MEDICAL &amp; DENTAL INSUR ISF EXP</b>	-	-	-
<b>RETIREMENT FUND EXP</b>	-	-	-
<b>AGENCY FUND DISBURSEMENT</b>	-	-	-
<b>Total Expenditures</b>	-	1,215,423.00	1,215,423.00
<b>Net Changes</b>	-	(498,421.96)	(498,421.96)

<b>Fund Balance - At the end of the Period</b>	<b>1,324,529.45</b>
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**FOR INFORMATION ONLY**

Designated Net Assets	-	-	-
Voucher/AP payables			-
Receivables			-
Inventories			-
Pre-paid Expenses			-
Cash- 1111000000 CASH IN BANK-TREASURY			1,324,529.45
Cash 1111010000 OUTSTANDING WARRANTS			-
Auditor's Cash			1,324,529.45

County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49083-LATHROP-MTCA FIRE -DEVELOPMENT

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
<b>Fund Balance - Beginning of the Fiscal Year</b>	-	-	<b>783.49</b>
<b>Revenues</b>			
REVENUES-GENERAL	-	-	-
TAXES	-	-	-
LICENSES, PERMITS, FRANCHISES	-	-	-
FINES, FORFEITURES, PENALTIES	-	-	-
4400000000 INTEREST INCOME	-	8.00	8.00
USE OF MONEY AND PROPERTY	-	8.00	8.00
INTERGOVERNMENTAL REVENUES	-	-	-
CHARGES FOR SERVICES	-	-	-
MISCELLANEOUS REVENUES	-	-	-
TRANSFERS IN	-	-	-
OTHER FINANCING SOURCES	-	-	-
SELF INS FUND SPECIAL REVENUES	-	-	-
MP-TEL-RADIO ISF REVENUES	-	-	-
SOLID WASTE SPECIAL REVENUES	-	-	-
HOSPITAL SPECIAL REVENUES	-	-	-
AIRPORT SPECIAL REVENUES	-	-	-
RETIREMENT FUND SPECIAL REV	-	-	-
AGENCY FUNDS - DEPOSITS	-	-	-
<b>Total Revenues</b>	-	8.00	8.00
<b>Expenditures</b>			
SALARIES	-	-	-
FRINGE BENEFITS	-	-	-
Total Salaries and Benefits	-	-	-
SERVICES AND SUPPLIES-TOTAL	-	-	-
OTHER CHARGES	-	-	-
OTHER FINANCING USES	-	-	-
CAPITAL EXPENDITURES	-	-	-
COST REIMBURSEMENTS	-	-	-
TRANSFERS OUT	-	-	-
PROVISION FOR CONTINGENCY	-	-	-
LOAN TO OTHER FUNDS	-	-	-

County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49083-LATHROP-MTCA FIRE -DEVELOPMENT

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
CLEARING ACCOUNTS	-	-	-
PUBLIC WORKS PROJECT EXP	-	-	-
LIABILITY INSURANCE ISF EXP	-	-	-
MEDICAL & DENTAL INSUR ISF EXP	-	-	-
RETIREMENT FUND EXP	-	-	-
AGENCY FUND DISBURSEMENT	-	-	-
Total Expenditures	-	-	-
Net Changes	-	8.00	8.00

Fund Balance - At the end of the Period **791.49**

**FOR INFORMATION ONLY**

Designated Net Assets	-	-	-
Voucher/AP payables			-
Receivables			-
Inventories			-
Pre-paid Expenses			-
Cash- 1111000000 CASH IN BANK-TREASURY			791.49
Cash 1111010000 OUTSTANDING WARRANTS			-
Auditor's Cash			791.49

**Back to AGENDA**

County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49090-LATHROP-MANTECA FIRE FACILITY

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
<b>Fund Balance - Beginning of the Fiscal Year</b>	-	-	<u>1,785,912.97</u>
<b>Revenues</b>			
<b>REVENUES-GENERAL</b>	-	-	-
<b>TAXES</b>	-	-	-
<b>LICENSES, PERMITS, FRANCHISES</b>	-	-	-
<b>FINES, FORFEITURES, PENALTIES</b>	-	-	-
4400000000 INTEREST INCOME	-	19,191.00	19,191.00
<b>USE OF MONEY AND PROPERTY</b>	-	19,191.00	19,191.00
<b>INTERGOVERNMENTAL REVENUES</b>	-	-	-
4630600000 IMPACT MITIGATION FEE-PRIVATE	8,564.46	146,659.85	146,659.85
<b>CHARGES FOR SERVICES</b>	8,564.46	146,659.85	146,659.85
<b>MISCELLANEOUS REVENUES</b>	-	-	-
<b>TRANSFERS IN</b>	-	-	-
<b>OTHER FINANCING SOURCES</b>	-	-	-
<b>SELF INS FUND SPECIAL REVENUES</b>	-	-	-
<b>MP-TEL-RADIO ISF REVENUES</b>	-	-	-
<b>SOLID WASTE SPECIAL REVENUES</b>	-	-	-
<b>HOSPITAL SPECIAL REVENUES</b>	-	-	-
<b>AIRPORT SPECIAL REVENUES</b>	-	-	-
<b>RETIREMENT FUND SPECIAL REV</b>	-	-	-
4950000000 AGENCY FUND RECEIPTS	-	7,372.03	7,372.03
<b>AGENCY FUNDS - DEPOSITS</b>	-	7,372.03	7,372.03
<b>Total Revenues</b>	<u>8,564.46</u>	<u>173,222.88</u>	<u>173,222.88</u>
<b>Expenditures</b>			
<b>SALARIES</b>	-	-	-
<b>FRINGE BENEFITS</b>	-	-	-
Total Salaries and Benefits	-	-	-
6201000000 OFFICE EXPENSE-GENERAL	-	14,416.49	14,416.49
6211000000 MAINTENANCE-EQUIPMENT	-	1,538.10	1,538.10
6221000000 PROFESSIONALSVS	-	8,550.00	8,550.00
6226010400 FIRE PREVENTION	-	3,164.78	3,164.78

County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49090-LATHROP-MANTECA FIRE FACILITY

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
6226010700 PUBLIC RELATIONS & TRAINING	-	9,299.62	9,299.62
6226011000 FIRE FIGHTING SUPPLIES	-	55,370.75	55,370.75
6246000000 HOUSEHOLD EXPENSE	-	37.72	37.72
6260000000 MAINT-STRUCTURE & GROUND	7,047.41	85,007.34	85,007.34
<b>SERVICES AND SUPPLIES-TOTAL</b>	<b>7,047.41</b>	<b>177,384.80</b>	<b>177,384.80</b>
<b>OTHER CHARGES</b>	-	-	-
6331000400 INTEREST-DEBT SERVICE	-	17,857.56	17,857.56
6341000200 PRINCIPAL-DEBT SERVICE	-	84,414.04	84,414.04
<b>OTHER FINANCING USES</b>	-	<b>102,271.60</b>	<b>102,271.60</b>
6451000000 EQUIPMENT	-	791.01	791.01
<b>CAPITAL EXPENDITURES</b>	-	<b>791.01</b>	<b>791.01</b>
<b>COST REIMBURSEMENTS</b>	-	-	-
<b>TRANSFERS OUT</b>	-	-	-
<b>PROVISION FOR CONTINGENCY</b>	-	-	-
<b>LOAN TO OTHER FUNDS</b>	-	-	-
<b>CLEARING ACCOUNTS</b>	-	-	-
<b>PUBLIC WORKS PROJECT EXP</b>	-	-	-
<b>LIABILITY INSURANCE ISF EXP</b>	-	-	-
<b>MEDICAL &amp; DENTAL INSUR ISF EXP</b>	-	-	-
<b>RETIREMENT FUND EXP</b>	-	-	-
<b>AGENCY FUND DISBURSEMENT</b>	-	-	-
<b>Total Expenditures</b>	<b>7,047.41</b>	<b>280,447.41</b>	<b>280,447.41</b>
<b>Net Changes</b>	<b>1,517.05</b>	<b>(107,224.53)</b>	<b>(107,224.53)</b>
<b>Fund Balance - At the end of the Period</b>			<b>1,678,688.44</b>

**FOR INFORMATION ONLY**

Designated Net Assets	-	-	-
Voucher/AP payables			-
Receivables			-
Inventories			-

County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49090-LATHROP-MANTECA FIRE FACILITY

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
<b>Pre-paid Expenses</b>			-
<b>Cash- 1111000000 CASH IN BANK-TREASURY</b>			1,685,735.85
<b>Cash 1111010000 OUTSTANDING WARRANTS</b>			(7,047.41)
<b>Auditor's Cash</b>			1,678,688.44

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County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49091-LATHROP-MNTCA FIRE PRO-CAP OUT

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
<b>Fund Balance - Beginning of the Fiscal Year</b>	-	-	<b>499,143.34</b>
<b>Revenues</b>			
<b>REVENUES-GENERAL</b>	-	-	-
<b>TAXES</b>	-	-	-
<b>LICENSES, PERMITS, FRANCHISES</b>	-	-	-
<b>FINES, FORFEITURES, PENALTIES</b>	-	-	-
4400000000 INTEREST INCOME	-	5,734.00	5,734.00
<b>USE OF MONEY AND PROPERTY</b>	-	5,734.00	5,734.00
<b>INTERGOVERNMENTAL REVENUES</b>	-	-	-
4630210100 MITIGATION FEES	-	252,814.00	252,814.00
<b>CHARGES FOR SERVICES</b>	-	252,814.00	252,814.00
<b>MISCELLANEOUS REVENUES</b>	-	-	-
<b>TRANSFERS IN</b>	-	-	-
<b>OTHER FINANCING SOURCES</b>	-	-	-
<b>SELF INS FUND SPECIAL REVENUES</b>	-	-	-
<b>MP-TEL-RADIO ISF REVENUES</b>	-	-	-
<b>SOLID WASTE SPECIAL REVENUES</b>	-	-	-
<b>HOSPITAL SPECIAL REVENUES</b>	-	-	-
<b>AIRPORT SPECIAL REVENUES</b>	-	-	-
<b>RETIREMENT FUND SPECIAL REV</b>	-	-	-
<b>AGENCY FUNDS - DEPOSITS</b>	-	-	-
<b>Total Revenues</b>	-	258,548.00	258,548.00
<b>Expenditures</b>			
<b>SALARIES</b>	-	-	-
<b>FRINGE BENEFITS</b>	-	-	-
<b>Total Salaries and Benefits</b>	-	-	-
6260000000 MAINT-STRUCTURE & GROUND	-	66,793.00	66,793.00
<b>SERVICES AND SUPPLIES-TOTAL</b>	-	66,793.00	66,793.00
<b>OTHER CHARGES</b>	-	-	-
<b>OTHER FINANCING USES</b>	-	-	-
<b>CAPITAL EXPENDITURES</b>	-	-	-



County of San Joaquin  
Fund Report - Year to Date (County Fiscal Year)  
As of November 30, 2019  
49091-LATHROP-MNTCA FIRE PRO-CAP OUT

Report: 13-D3

	Activities for :		Balance
	Current Month	Year to Date	As of November 30, 2019
<b>COST REIMBURSEMENTS</b>	-	-	-
<b>TRANSFERS OUT</b>	-	-	-
<b>PROVISION FOR CONTINGENCY</b>	-	-	-
<b>LOAN TO OTHER FUNDS</b>	-	-	-
<b>CLEARING ACCOUNTS</b>	-	-	-
<b>PUBLIC WORKS PROJECT EXP</b>	-	-	-
<b>LIABILITY INSURANCE ISF EXP</b>	-	-	-
<b>MEDICAL &amp; DENTAL INSUR ISF EXP</b>	-	-	-
<b>RETIREMENT FUND EXP</b>	-	-	-
<b>AGENCY FUND DISBURSEMENT</b>	-	-	-
<b>Total Expenditures</b>	-	66,793.00	66,793.00
<b>Net Changes</b>	-	191,755.00	191,755.00
<b>Fund Balance - At the end of the Period</b>			<b>690,898.34</b>

<b>FOR INFORMATION ONLY</b>
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<b>Designated Net Assets</b>	-	-	-
<b>Voucher/AP payables</b>			(190.04)
<b>Receivables</b>			-
<b>Inventories</b>			-
<b>Pre-paid Expenses</b>			-
<b>Cash- 1111000000 CASH IN BANK-TREASURY</b>			690,708.30
<b>Cash 1111010000 OUTSTANDING WARRANTS</b>			-
<b>Auditor's Cash</b>			690,708.30

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# Lathrop-Manteca Fire District

Approve and Adopt Policy

#0.70 Public Records Request Policy

1

**LMFD BOARD MEETING**

**ITEM 9.1.**

**12/19/2019**



# SUMMARY

2

- The purpose of the implementation of Policy #0.70 is to provide clarity on the Public Records Act for those who choose to request information from the District.
- The proposed policy provides both statutory requirements and best practices for the District to follow when handling the requests.

# Staff Recommendation

3

- Staff recommends the Board approve and adopt amended Policy : #0.70 Public Records Request Policy.

## *Fiscal Impact:*

*None.*

# Questions?

4

## **0.70 Public Records Request Policy**

*Effective Date:*

*Revision Date:*

The State of California Public Records Act (CPRA) was passed to guarantee the public's right to access information in possession of Public Agencies within the State. It is the policy of the Lathrop – Manteca Fire Protection District (District) to adhere to the requirements set forth by The California Public Records Act (Government Code Section 6250-6276.48) and any future amendments thereto.

It is the policy of this district that except for public records exempt from disclosure by express provisions of law, a request for a copy of reasonably-described identifiable records shall be made available with minimal delay to the requesting party. An exact copy shall be provided unless impracticable to do so.

Requests must be for records in the possession of, prepared, owned, used or retained by the District and requests must be for clearly identifiable records. Merely requesting "all documents" relating to a certain subject is insufficient for the District to locate records with reasonable effort. (See Board of Equalization v. Superior Court (1992) 10 Cal. App. 4th 1177). The Lathrop – Manteca Fire Protection District is not required to compile information in order to respond to Public Records Act requests.

Upon receiving a request for public records, the District will respond within the time required under the CPRA.

If a request is to review documents rather than receive copies, the District will make an appointment at the time of the presentation of a request for a future convenient date to allow staff time to assimilate the requested records and review them for compliance with the provisions of the CPRA; unless the records are easily identifiable and available to the staff and clearly are not exempt under the provisions of the CPRA.

The charge for copies of any specifically described and identified public records not exempt from disclosure is \$0.10 per page for sheets which can be copied at the District using available equipment. Larger size copies, those needing special handling, or requests for a significant number of copies will be contracted to a local copy vendor and the requestor will be invoiced for the actual costs.

All charges based on the above must be received by the District before copies of records will be released.

Records stored by the District in electronic format will be provided in the same electronic format when requested by any person. Direct costs incurred by the District in providing certain electronic data, including direct costs of redacting confidential information or information not otherwise subject to disclosure, shall be paid by the recipient. The District is not required to produce records in an electronic format when requested records are not available in electronic format at the time of the request.