

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: October 8, 2014

To: Board of Directors

From: Mark Mills, Fire Chief *MM*

Subject: Undesignated Reserve Fund

RECOMMENDATION:

That the Board receives and files the report.

BACKGROUND:

The department carried forward a balance of \$247,585 in the Undesignated Reserve fund from fiscal year 2013/14. Upon completion of the audit process it has been determined that the Undesignated Reserve fund balance is currently \$596,977.

Last month the Board authorized utilizing a total of \$52,381 from the Undesignated Reserve fund to provide for grant matching funds and to initiate the Ross Valley Fire Department Chipping Program. Thus making the new balance in the Undesignated Reserves fund \$544,146.

DISCUSSION:

Upon approval of the allocation of funds from the Undesignated Reserves for the purchase of a Chipper Truck (\$80,000) and creation of a SCBA replacement fund (\$80,000), the balance to be carried forward would be \$384,146. The new balance will be roughly 5% of the total budget amount for the year, to be held for unexpected expenses as approved by the Board.

AGENDA ITEM # 5
Date 10/8/14