



Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

Mark Mills
FIRE CHIEF

**Board of Directors Meeting
Ross Valley Fire Department
777 San Anselmo Ave.
San Anselmo, CA 94960
Wednesday, September 13, 2017
6:30pm**

Announce adjournment to Closed Session – two items:

Consideration of Application of Fire Chief Mark Mills for Industrial Disability Retirement pursuant to Government Code Sections 54957(b), 54957.1(a)(5).

Conference with Legal Counsel – Workers' Compensation Claim/Existing Litigation (Government Code Section 54956.9, 54956.95) Mark Mills v. Ross Valley Fire Department (Application Filed, Case Number Pending)

Announce action, if any, from Closed Session

Open time for public expression. The public is welcome to address the Board at this time on matters not on the agenda. Please be advised that pursuant to Government Code Section 54954.2, the Board is not permitted to take action on any matter not on the agenda unless it determines that an emergency exists or that the need to take action arose following posting of the agenda.

1. Board requests for future agenda items, questions and comments to staff, staff miscellaneous items
2. Consent Agenda: Items on the consent agenda may be removed and discussed separately. Discussion may take place at the end of the agenda. Otherwise, all items may be approved with one action.
 - a) Acknowledge and file check number 19733 - 19774 issued during month of August
 - b) Call report and out of jurisdiction report
 - c) Current Budget Report
 - d) Minutes from August 9, 2017 Board Meeting
3. Fire Prevention Services update
4. Discuss Options for Fire Chief Recruitment

Next meeting – scheduled for Wednesday, October 11, 2017, Ross Valley Fire Department, 777 San Anselmo Ave., San Anselmo.


JoAnne Lewis, Administrative Assistant

This agenda was posted in accordance with #54954.2 and #54954.3 of the Government Code. Any writings or documents provided to a majority of the Board regarding any item on this agenda after the distribution of the original packet will be made available for public inspection at the public counter at the Fire Station located at 777 San Anselmo Ave., San Anselmo. AMERICAN SIGN LANGUAGE INTERPRETERS AND ASSISTIVE LISTENING DEVICES MAY BE REQUESTED BY CALLING (415) 258-4686 AT LEAST 72 HOURS IN ADVANCE. COPIES OF DOCUMENTS ARE AVAILABLE IN ACCESSIBLE FORMATS UPON REQUEST.

Committed to the protection of life, property, and environment.

SAN ANSELMO • FAIRFAX • ROSS • SLEEPY HOLLOW

HEADQUARTERS: 777 San Anselmo Avenue, San Anselmo, CA 94960 TEL: (415) 258-4686 FAX: (415) 258-4689 www.rossvalleyfire.org



Ross Valley Fire, CA

Check Report

By Check Number

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
01075	Batteries Plus Bulbs	08/09/2017	Regular	0.00	33.48	19733
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>308-383137</u>	Invoice	08/08/2017	General Dept Supplies	0.00	33.48	
	<u>01.05.62200.00</u>	GENERAL DEPARTMENT S	General Dept Supplies		33.48	
	Void	08/09/2017	Regular	0.00	0.00	19734
	Void	08/09/2017	Regular	0.00	0.00	19735
	Void	08/09/2017	Regular	0.00	0.00	19736
	Void	08/09/2017	Regular	0.00	0.00	19737
	Void	08/09/2017	Regular	0.00	0.00	19738
	Void	08/09/2017	Regular	0.00	0.00	19739
	Void	08/09/2017	Regular	0.00	0.00	19740
	Void	08/09/2017	Regular	0.00	0.00	19741
01054	BoundTree Medical	08/09/2017	Regular	0.00	748.91	19742
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>82558407</u>	Invoice	08/08/2017	Paramedic Response Supplies	0.00	748.91	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		748.91	
01002	FAIRA	08/09/2017	Regular	0.00	17,171.00	19743
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2017-18</u>	Invoice	08/08/2017	Liability Insurance	0.00	17,171.00	
	<u>10.00.61115.00</u>	LIABILITY INSURANCE	Liability Insurance		17,171.00	
01002	FAIRA	08/17/2017	Regular	0.00	-17,171.00	19743
01007	Golden Gate Petroleum	08/09/2017	Regular	0.00	754.29	19744
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>703570</u>	Invoice	08/08/2017	Fuel	0.00	754.29	
	<u>01.25.62988.00</u>	FUEL	Fuel		754.29	
01066	Kaiser Foundation Health Plan Inc	08/09/2017	Regular	0.00	115.00	19745
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>07/09/2017</u>	Invoice	08/08/2017	Physicals	0.00	115.00	
	<u>01.05.61127.00</u>	PHYSICALS	Physicals		115.00	
01083	Marin County Hazardous Materials JPA	08/09/2017	Regular	0.00	8,925.00	19746
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>186</u>	Invoice	08/08/2017	Hazardous Material Contract	0.00	8,925.00	
	<u>01.10.61108.00</u>	HAZARDOUS MATERIAL C	Hazardous Material Contract		8,925.00	
01037	Marin Municipal Water District	08/09/2017	Regular	0.00	793.95	19747
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>3759 7/12/2017</u>	Invoice	08/08/2017	Water	0.00	201.10	
	<u>01.14.61703.00</u>	WATER	Water		201.10	
<u>4240 07/10/17</u>	Invoice	08/08/2017	Water	0.00	88.25	
	<u>01.14.61703.00</u>	WATER	Water		88.25	
<u>8069 7/13/2017</u>	Invoice	08/08/2017	Water	0.00	318.15	

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>01.14.61703.00</u>	WATER	Water		318.15	
<u>815F</u>	Invoice	08/08/2017	Water	0.00	62.15	
	<u>01.14.61703.00</u>	WATER	Water		62.15	
<u>8816F 7/13/2017</u>	Invoice	08/08/2017	Water	0.00	62.15	
	<u>01.14.61703.00</u>	WATER	Water		62.15	
<u>8817F 7/12/2017</u>	Invoice	08/08/2017	Water	0.00	62.15	
	<u>01.14.61703.00</u>	WATER	Water		62.15	
01093	Martin & Harris	08/09/2017	Regular	0.00	993.83	19748
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>Shipment MD727</u>	Invoice	08/08/2017	Bldg Maint Station 20	0.00	993.83	
	<u>01.14.61500.20</u>	BUILDING MAINTENANCE	Bldg Maint Station 20		993.83	
01098	Verizon Wireless	08/09/2017	Regular	0.00	612.17	19749
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>9789857587</u>	Invoice	08/08/2017	Telephone	0.00	612.17	
	<u>01.14.61705.00</u>	TELEPHONE	Telephone		612.17	
01209	Air Exchange Inc	08/17/2017	Regular	0.00	2,623.75	19750
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>40718</u>	Invoice	08/17/2017	Bldg Maint Station 18	0.00	2,623.75	
	<u>01.14.61500.18</u>	BUILDING MAINTENANCE	Bldg Maint Station 18		2,623.75	
01000	American Messaging	08/17/2017	Regular	0.00	313.54	19751
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>W4106073RH</u>	Invoice	08/17/2017	Dispatch	0.00	313.54	
	<u>01.10.61100.00</u>	DISPATCH	Dispatch		313.54	
01100	Arrow International Inc	08/17/2017	Regular	0.00	690.80	19752
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>95001778</u>	Invoice	08/17/2017	Paramedic Response Supplies	0.00	690.80	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		690.80	
01026	AT&T Calnet	08/17/2017	Regular	0.00	475.22	19753
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>10007290</u>	Invoice	08/17/2017	Telephone	0.00	158.40	
	<u>01.14.61705.00</u>	TELEPHONE	Telephone		158.40	
<u>10007291</u>	Invoice	08/17/2017	Telephone	0.00	158.40	
	<u>01.14.61705.00</u>	TELEPHONE	Telephone		158.40	
<u>10007293</u>	Invoice	08/17/2017	Telephone	0.00	158.42	
	<u>01.14.61705.00</u>	TELEPHONE	Telephone		158.42	
01059	AT&T Mobility	08/17/2017	Regular	0.00	1,173.14	19754
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>23July2017 Stmt</u>	Invoice	08/17/2017	Telephones	0.00	1,173.14	
	<u>01.14.61705.00</u>	TELEPHONE	Telephones		1,173.14	
01054	BoundTree Medical	08/17/2017	Regular	0.00	1,276.81	19755
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>82567465</u>	Invoice	08/17/2017	Paramedic Response Supplies	0.00	21.00	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		21.00	

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<u>8257518</u>	Invoice	08/17/2017	Emergency Medical Supplies	0.00	371.78	
	<u>01.10.62205.00</u>		EMERGENCY MEDICAL SU		371.78	
<u>82577636</u>	Invoice	08/17/2017	Emergency Medical Supplies	0.00	115.60	
	<u>01.10.62205.00</u>		EMERGENCY MEDICAL SU		115.60	
<u>82585130</u>	Invoice	08/17/2017	Emergency Medical Supplies	0.00	353.38	
	<u>01.10.62205.00</u>		EMERGENCY MEDICAL SU		353.38	
<u>82592706</u>	Invoice	08/17/2017	Paramedic Response Supplies	0.00	204.15	
	<u>01.10.62204.00</u>		PARAMEDIC RESPONSE S		204.15	
<u>82592707</u>	Invoice	08/17/2017	Paramedic Response Supplies	0.00	210.90	
	<u>01.10.62204.00</u>		PARAMEDIC RESPONSE S		210.90	
01153	Burton's Fire Inc	08/17/2017	Regular	0.00	159.77	19756
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>5.37693</u>	Invoice	08/17/2017	Repairs Vehicle	0.00	159.77	
	<u>01.25.61600.00</u>		REPAIRS VEHICLE		159.77	
01176	Costco Wholesale	08/17/2017	Regular	0.00	60.00	19757
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>Oct 17 46335</u>	Invoice	08/17/2017	Publications and Dues	0.00	60.00	
	<u>01.05.61300.00</u>		PUBLICATIONS AND DUES		60.00	
01210	CSFEWBC-VLSA	08/17/2017	Regular	0.00	1,750.00	19758
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1212</u>	Invoice	08/17/2017	Vol Length of Service	0.00	1,750.00	
	<u>01.10.60064.01</u>		VOLUNTEER LENGTH OF S		1,750.00	
01029	Department of Justice	08/17/2017	Regular	0.00	98.00	19759
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>250799</u>	Invoice	08/17/2017	Hiring Expenses	0.00	98.00	
	<u>01.05.61129.00</u>		HIRING EXPENSES		98.00	
01016	Diego Truck Repair Inc	08/17/2017	Regular	0.00	883.10	19760
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>52716</u>	Invoice	08/17/2017	Repairs Vehicle	0.00	883.10	
	<u>01.25.61600.00</u>		REPAIRS VEHICLE		883.10	
01064	Everbank Commercial Finance Inc	08/17/2017	Regular	0.00	204.45	19761
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>7Aug2017 Inv</u>	Invoice	08/17/2017	Office Equipment	0.00	204.45	
	<u>01.14.63041.00</u>		OFFICE EQUIPMENT		204.45	
01006	FASIS	08/17/2017	Regular	0.00	3,529.44	19762
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>FASIS-2018-0207</u>	Invoice	08/17/2017	Other Contract Services	0.00	3,529.44	
	<u>01.05.61105.00</u>		OTHER CONTRACT SERVI		3,529.44	
01007	Golden Gate Petroleum	08/17/2017	Regular	0.00	1,679.02	19763
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>703993</u>	Invoice	08/17/2017	Fuel	0.00	905.73	
	<u>01.25.62988.00</u>		FUEL		905.73	
<u>704402</u>	Invoice	08/17/2017	Fuel	0.00	499.43	

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>01.25.62988.00</u>	FUEL	Fuel		499.43	
<u>704858</u>	Invoice	08/17/2017	Fuel	0.00	273.86	
	<u>01.25.62988.00</u>	FUEL	Fuel		273.86	
01211	Mark Clementi PhD	08/17/2017	Regular	0.00	1,370.00	19764
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>8-1-17</u>	Invoice	08/17/2017	Hiring Expenses	0.00	1,370.00	
	<u>01.05.61129.00</u>	HIRING EXPENSES	Hiring Expenses		1,370.00	
01097	MidAmerica	08/17/2017	Regular	0.00	558.00	19765
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>MAR0000005339</u>	Invoice	08/17/2017	Other Contract Svcs	0.00	558.00	
	<u>01.05.61105.00</u>	OTHER CONTRACT SERVI	Other Contract Svcs		558.00	
01071	Occu-Med	08/17/2017	Regular	0.00	667.70	19766
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>0813842</u>	Invoice	08/17/2017	Physicals	0.00	667.70	
	<u>01.05.61127.00</u>	PHYSICALS	Physicals		667.70	
01020	PG&E	08/17/2017	Regular	0.00	535.81	19767
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>28July17 Stmt</u>	Invoice	08/17/2017	Utilities	0.00	535.81	
	<u>01.14.61702.00</u>	GAS AND ELECTRIC	Utilities		535.81	
01056	R & S Erection	08/17/2017	Regular	0.00	496.00	19768
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>77930</u>	Invoice	08/17/2017	Bldg Maintenance Station 19	0.00	496.00	
	<u>01.14.61500.19</u>	BUILDING MAINTENANCE	Bldg Maintenance Station 19		496.00	
01095	Richards Watson Gershon	08/17/2017	Regular	0.00	874.00	19769
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>213026</u>	Invoice	08/17/2017	Legal Fees	0.00	874.00	
	<u>01.05.61107.00</u>	ATTORNEY/LEGAL FEES	Legal Fees		874.00	
01188	Staples Credit Plan	08/17/2017	Regular	0.00	183.96	19770
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>18Aug17 Stmt</u>	Invoice	08/17/2017	Office Supplies	0.00	183.96	
	<u>01.05.62000.00</u>	OFFICE SUPPLIES	Office Supplies		183.96	
01182	The Copy Shop	08/17/2017	Regular	0.00	183.12	19771
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>6568</u>	Invoice	08/17/2017	Office Supplies	0.00	183.12	
	<u>01.05.62000.00</u>	OFFICE SUPPLIES	Office Supplies		183.12	
01073	U S Bank	08/17/2017	Regular	0.00	6,865.92	19772

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>24July17 Stmt</u>	Invoice	08/17/2017	Credit Card Charges	0.00	6,865.92	
	<u>01.05.61105.00</u>		OTHER CONTRACT SERVI		32.48	
	<u>01.05.62003.00</u>		POSTAGE		15.99	
	<u>01.05.62200.00</u>		GENERAL DEPARTMENT S		823.43	
	<u>01.10.61000.00</u>		TRAINING AND EDUCATIO		1.99	
	<u>01.10.61410.00</u>		EQUIPMENT MAINTENAN		98.16	
	<u>01.10.62203.00</u>		EMERGENCY RESPONSE S		132.08	
	<u>01.10.62204.00</u>		PARAMEDIC RESPONSE S		139.84	
	<u>01.10.63131.00</u>		EQUIPMENT		43.30	
	<u>01.14.61500.18</u>		BUILDING MAINTENANCE		917.28	
	<u>01.14.61500.19</u>		BUILDING MAINTENANCE		873.30	
	<u>01.14.61500.20</u>		BUILDING MAINTENANCE		151.39	
	<u>01.14.61705.00</u>		TELEPHONE		831.92	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		118.50	
	<u>01.14.63044.00</u>		TECHNOLOGY PURCHASE		70.86	
	<u>01.15.61131.00</u>		FIRE PREVENTION		193.89	
	<u>01.25.61600.00</u>		REPAIRS VEHICLE		1,953.91	
	<u>01.25.62989.00</u>		PARTS VEHICLE		467.60	
	Void	08/17/2017	Regular	0.00	0.00	19773
01047	XMR Fire Emergency Svcs Consulting	08/17/2017	Regular	0.00	1,836.60	19774
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2017-049</u>	Invoice	08/17/2017	Temporary Hire	0.00	600.00	
	<u>01.00.60010.00</u>		TEMPORARY HIRE		600.00	
<u>2017-050</u>	Invoice	08/17/2017	Web Page Design & Maintenance	0.00	1,236.60	
	<u>01.05.61122.00</u>		WEB PAGE DESIGN AND		1,236.60	
01157	P.E.R.S.	08/14/2017	Bank Draft	0.00	41,332.60	DFT0000285
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000535</u>	Invoice	08/14/2017	8.31.17 PERS retirement unfunded liabilit	0.00	41,332.60	
	<u>01.00.60100.00</u>		RETIREMENT		22.98	
	<u>01.00.60100.00</u>		RETIREMENT		0.55	
	<u>01.00.60100.00</u>		RETIREMENT		97.35	
	<u>01.00.60100.00</u>		RETIREMENT		41,211.72	
01097	MidAmerica	08/15/2017	Bank Draft	0.00	19,936.56	DFT0000286
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000536</u>	Invoice	08/15/2017	MidAmerica retiree Health Reimb 9.1.17	0.00	19,936.56	
	<u>01.00.60231.00</u>		RETIREE'S' HEALTH INSUR		19,936.56	
01158	P.E.R.S. Health	08/31/2017	Bank Draft	0.00	-3,963.42	DFT0000306
01158	P.E.R.S. Health	08/31/2017	Bank Draft	0.00	3,963.42	DFT0000306

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000569</u>	Invoice	08/31/2017	Retirees health & Admin Fees stmt date 7	0.00	3,963.42	
	<u>01.00.60231.00</u>		RETIREE'S HEALTH INSUR		3,712.00	
	<u>01.05.61112.00</u>		PERS ADMINISTRATIVE FE		251.42	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	48	33	0.00	58,635.78
Manual Checks	0	0	0.00	0.00
Voided Checks	0	10	0.00	-17,171.00
Bank Drafts	3	4	0.00	61,269.16
EFT's	0	0	0.00	0.00
	51	47	0.00	102,733.94

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY-Payroll Payable						
01013	AFLAC Business Services	08/11/2017	Regular	0.00	418.24	10169
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000504</u>	Invoice	08/15/2017	AFLAC	0.00	418.24	
	<u>01.00.20271.00</u>		AFLAC P/R DEDUCTION		418.24	
01004	CAPF	08/11/2017	Regular	0.00	392.00	10170
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000509</u>	Invoice	08/15/2017	DISABILITY INSURANCE	0.00	392.00	
	<u>01.00.20275.00</u>		DISABILITY INSURANCE W		392.00	
01162	FDAC Employee Benefit Authority	08/11/2017	Regular	0.00	2,039.92	10171
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>CM0000029</u>	Credit Memo	07/31/2017	DENTAL	0.00	-21.01	
	<u>01.00.20280.00</u>		DENTAL WITHHELD		-21.01	
<u>INV0000494</u>	Invoice	07/31/2017	DENTAL	0.00	21.01	
	<u>01.00.20280.00</u>		DENTAL WITHHELD		21.01	
<u>INV0000502</u>	Invoice	08/15/2017	AD&D	0.00	9.00	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		9.00	
<u>INV0000503</u>	Invoice	08/15/2017	AD&D	0.00	0.30	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		0.30	
<u>INV0000505</u>	Invoice	08/15/2017	LIFE INSURANCE	0.00	21.00	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		21.00	
<u>INV0000506</u>	Invoice	08/15/2017	LIFE INSURANCE	0.00	0.70	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		0.70	
<u>INV0000507</u>	Invoice	08/15/2017	DENTAL	0.00	1,765.42	
	<u>01.00.20280.00</u>		DENTAL WITHHELD		1,765.42	
<u>INV0000508</u>	Invoice	08/15/2017	DENTAL	0.00	80.21	
	<u>01.00.20280.00</u>		DENTAL WITHHELD		80.21	
<u>INV0000527</u>	Invoice	08/15/2017	VOL CHILD LIFE	0.00	0.30	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		0.30	
<u>INV0000528</u>	Invoice	08/15/2017	VOLUNTARY LIFE	0.00	91.00	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		91.00	
<u>INV0000529</u>	Invoice	08/15/2017	VOL SPOUSE LIFE	0.00	17.50	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		17.50	
<u>INV0000530</u>	Invoice	08/15/2017	VISION	0.00	9.29	
	<u>01.00.20283.00</u>		VSP DEDUCTION		9.29	
<u>INV0000531</u>	Invoice	08/15/2017	VISION	0.00	45.20	
	<u>01.00.20283.00</u>		VSP DEDUCTION		45.20	
01019	Myers-Stevens & Toohey & Co Inc	08/11/2017	Regular	0.00	7.50	10172
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000513</u>	Invoice	08/15/2017	INSUR PREMIUMS	0.00	7.50	
	<u>01.00.20273.00</u>		MYERS-STEVEN'S WITHHE		7.50	
01069	Ross Valley Firefighters Association	08/11/2017	Regular	0.00	2,156.00	10173
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000526</u>	Invoice	08/15/2017	UNION DUES	0.00	2,156.00	
	<u>01.00.20289.00</u>		UNION DUES WITHHELD		2,156.00	
01013	AFLAC Business Services	08/28/2017	Regular	0.00	381.21	10179

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000539</u>	Invoice	08/31/2017	AFLAC	0.00	381.21	
	<u>01.00.20271.00</u>		AFLAC P/R DEDUCTION		381.21	
01004	CAPF	08/28/2017	Regular	0.00	367.50	10180
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000544</u>	Invoice	08/31/2017	DISABILITY INSURANCE	0.00	367.50	
	<u>01.00.20275.00</u>		DISABILITY INSURANCE W		367.50	
01162	FDAC Employee Benefit Authority	08/28/2017	Regular	0.00	1,936.77	10181
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000537</u>	Invoice	08/31/2017	AD&D	0.00	8.70	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		8.70	
<u>INV0000538</u>	Invoice	08/31/2017	AD&D	0.00	0.30	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		0.30	
<u>INV0000540</u>	Invoice	08/31/2017	LIFE INSURANCE	0.00	20.30	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		20.30	
<u>INV0000541</u>	Invoice	08/31/2017	LIFE INSURANCE	0.00	0.70	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		0.70	
<u>INV0000542</u>	Invoice	08/31/2017	DENTAL	0.00	1,680.74	
	<u>01.00.20280.00</u>		DENTAL WITHHELD		1,680.74	
<u>INV0000543</u>	Invoice	08/31/2017	DENTAL	0.00	80.21	
	<u>01.00.20280.00</u>		DENTAL WITHHELD		80.21	
<u>INV0000560</u>	Invoice	08/31/2017	VOL CHILD LIFE	0.00	0.30	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		0.30	
<u>INV0000561</u>	Invoice	08/31/2017	VOLUNTARY LIFE	0.00	80.00	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		80.00	
<u>INV0000562</u>	Invoice	08/31/2017	VOL SPOUSE LIFE	0.00	17.50	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		17.50	
<u>INV0000563</u>	Invoice	08/31/2017	VISION	0.00	9.28	
	<u>01.00.20283.00</u>		VSP DEDUCTION		9.28	
<u>INV0000564</u>	Invoice	08/31/2017	VISION	0.00	38.74	
	<u>01.00.20283.00</u>		VSP DEDUCTION		38.74	
01019	Myers-Stevens & Toohey & Co Inc	08/28/2017	Regular	0.00	7.50	10182
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000548</u>	Invoice	08/31/2017	INSUR PREMIUMS	0.00	7.50	
	<u>01.00.20273.00</u>		MYERS-STEVEN'S WITHHE		7.50	
01069	Ross Valley Firefighters Association	08/28/2017	Regular	0.00	2,079.00	10183
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000559</u>	Invoice	08/31/2017	UNION DUES	0.00	2,079.00	
	<u>01.00.20289.00</u>		UNION DUES WITHHELD		2,079.00	
01158	P.E.R.S. Health	08/31/2017	Bank Draft	0.00	24,230.25	DFT0000267
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000510</u>	Invoice	08/15/2017	MEDICAL INS	0.00	24,230.25	
	<u>01.00.20282.00</u>		HEALTH PERS WITHHELD		24,230.25	
01158	P.E.R.S. Health	08/31/2017	Bank Draft	0.00	1,079.39	DFT0000268

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number Payable #	Vendor Name Payable Type Account Number	Payment Date Payable Date Account Name	Payment Type Payable Description Item Description	Discount Amount Discount Amount Distribution Amount	Payment Amount Payable Amount Distribution Amount	Number
<u>INV0000511</u>	Invoice 01.00.20282.00	08/15/2017	MEDICAL INS HEALTH PERS WITHHELD	0.00	1,079.39 1,079.39	
01159 Payable #	Vantagepoint Transfer Agents 302247 Payable Type Account Number	08/31/2017 Payable Date Account Name	Bank Draft Payable Description Item Description	0.00 Discount Amount Distribution Amount	10,602.77 Payable Amount Distribution Amount	DFT0000269
<u>INV0000512</u>	Invoice 01.00.20276.00	08/15/2017	ICMA DEFERRED COMP. W/H IC	0.00	10,602.77 10,602.77	
01157 Payable #	P.E.R.S. Payable Type Account Number	08/31/2017 Payable Date Account Name	Bank Draft Payable Description Item Description	0.00 Discount Amount Distribution Amount	200.02 Payable Amount Distribution Amount	DFT0000270
<u>INV0000514</u>	Invoice 01.00.20281.00	08/15/2017	PEPRA MISC PERS WITHHELD	0.00	200.02 200.02	
01157 Payable #	P.E.R.S. Payable Type Account Number	08/31/2017 Payable Date Account Name	Bank Draft Payable Description Item Description	0.00 Discount Amount Distribution Amount	209.07 Payable Amount Distribution Amount	DFT0000271
<u>INV0000515</u>	Invoice 01.00.20281.00	08/15/2017	PEPRA MISC PERS WITHHELD	0.00	209.07 209.07	
01157 Payable #	P.E.R.S. Payable Type Account Number	08/31/2017 Payable Date Account Name	Bank Draft Payable Description Item Description	0.00 Discount Amount Distribution Amount	1,714.92 Payable Amount Distribution Amount	DFT0000272
<u>INV0000516</u>	Invoice 01.00.20281.00	08/15/2017	PEPRA SAFETY PERS WITHHELD	0.00	1,714.92 1,714.92	
01157 Payable #	P.E.R.S. Payable Type Account Number	08/31/2017 Payable Date Account Name	Bank Draft Payable Description Item Description	0.00 Discount Amount Distribution Amount	1,781.98 Payable Amount Distribution Amount	DFT0000273
<u>INV0000517</u>	Invoice 01.00.20281.00	08/15/2017	PEPRA Safety PERS WITHHELD	0.00	1,781.98 1,781.98	
01157 Payable #	P.E.R.S. Payable Type Account Number	08/31/2017 Payable Date Account Name	Bank Draft Payable Description Item Description	0.00 Discount Amount Distribution Amount	677.16 Payable Amount Distribution Amount	DFT0000274
<u>INV0000518</u>	Invoice 01.00.20281.00	08/15/2017	PERS MISC PERS WITHHELD	0.00	677.16 677.16	
01157 Payable #	P.E.R.S. Payable Type Account Number	08/31/2017 Payable Date Account Name	Bank Draft Payable Description Item Description	0.00 Discount Amount Distribution Amount	988.23 Payable Amount Distribution Amount	DFT0000275
<u>INV0000519</u>	Invoice 01.00.20281.00	08/15/2017	PERS MISC PERS WITHHELD	0.00	988.23 988.23	
01157 Payable #	P.E.R.S. Payable Type Account Number	08/31/2017 Payable Date Account Name	Bank Draft Payable Description Item Description	0.00 Discount Amount Distribution Amount	721.36 Payable Amount Distribution Amount	DFT0000276
<u>INV0000520</u>	Invoice 01.00.20281.00	08/15/2017	PERS SAFETY PERS WITHHELD	0.00	721.36 721.36	
01157 Payable #	P.E.R.S. Payable Type Account Number	08/31/2017 Payable Date Account Name	Bank Draft Payable Description Item Description	0.00 Discount Amount Distribution Amount	12,431.94 Payable Amount Distribution Amount	DFT0000277
<u>INV0000521</u>	Invoice 01.00.20281.00	08/15/2017	PERS SAFETY PERS WITHHELD	0.00	12,431.94 12,431.94	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	28,528.06	DFT0000278

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000522</u>	Invoice	08/15/2017	PERS SAFETY	0.00	28,528.06	
	<u>01.00.20281.00</u>	PERS WITHHELD	PERS SAFETY		28,528.06	
01160	Vantagepoint Transfer Agents - 803422	08/31/2017	Bank Draft	0.00	157.04	DFT0000279
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000523</u>	Invoice	08/15/2017	RETIREE HEALTH	0.00	157.04	
	<u>01.00.20284.00</u>	RETIREE HEALTH SAVINGS	RETIREE HEALTH		157.04	
01160	Vantagepoint Transfer Agents - 803422	08/31/2017	Bank Draft	0.00	945.20	DFT0000280
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000524</u>	Invoice	08/15/2017	RETIREE HEALTH	0.00	945.20	
	<u>01.00.20284.00</u>	RETIREE HEALTH SAVINGS	RETIREE HEALTH		945.20	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	29.00	DFT0000281
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000525</u>	Invoice	08/15/2017	SURVIVOR BENEFIT	0.00	29.00	
	<u>01.00.20290.00</u>	PERS SURV. BEN. WITHHE	SURVIVOR BENEFIT		29.00	
01163	Internal Revenue Service	08/15/2017	Bank Draft	0.00	7,324.92	DFT0000282
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000532</u>	Invoice	08/15/2017	Medicare	0.00	7,324.92	
	<u>01.00.20302.00</u>	ACCRUED PAYROLL	Medicare		6,064.24	
	<u>05.00.20302.00</u>	ACCRUED PAYROLL	Medicare		1,260.68	
01164	Employment Development Dept	08/15/2017	Bank Draft	0.00	17,625.00	DFT0000283
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000533</u>	Invoice	08/15/2017	State W/H	0.00	17,625.00	
	<u>01.00.20302.00</u>	ACCRUED PAYROLL	State W/H		14,267.75	
	<u>05.00.20302.00</u>	ACCRUED PAYROLL	State W/H		3,357.25	
01163	Internal Revenue Service	08/15/2017	Bank Draft	0.00	48,014.58	DFT0000284
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000534</u>	Invoice	08/15/2017	Fed W/H	0.00	48,014.58	
	<u>01.00.20302.00</u>	ACCRUED PAYROLL	Fed W/H		38,742.09	
	<u>05.00.20302.00</u>	ACCRUED PAYROLL	Fed W/H		9,272.49	
01158	P.E.R.S. Health	08/31/2017	Bank Draft	0.00	23,497.58	DFT0000288
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000545</u>	Invoice	08/31/2017	MEDICAL INS	0.00	23,497.58	
	<u>01.00.20282.00</u>	HEALTH PERS WITHHELD	MEDICAL INS		23,497.58	
01158	P.E.R.S. Health	08/31/2017	Bank Draft	0.00	1,079.38	DFT0000289
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000546</u>	Invoice	08/31/2017	MEDICAL INS	0.00	1,079.38	
	<u>01.00.20282.00</u>	HEALTH PERS WITHHELD	MEDICAL INS		1,079.38	
01159	Vantagepoint Transfer Agents 302247	08/31/2017	Bank Draft	0.00	10,102.77	DFT0000290

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000547</u>	Invoice	08/31/2017	ICMA	0.00	10,102.77	
	<u>01.00.20276.00</u>		DEFERRED COMP. W/H IC		10,102.77	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	1,742.94	DFT0000291
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000549</u>	Invoice	08/31/2017	PEPRA SAFETY	0.00	1,742.94	
	<u>01.00.20281.00</u>		PERS WITHHELD		1,742.94	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	1,811.10	DFT0000292
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000550</u>	Invoice	08/31/2017	PEPRA Safety	0.00	1,811.10	
	<u>01.00.20281.00</u>		PERS WITHHELD		1,811.10	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	677.16	DFT0000293
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000551</u>	Invoice	08/31/2017	PERS MISC	0.00	677.16	
	<u>01.00.20281.00</u>		PERS WITHHELD		677.16	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	988.23	DFT0000294
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000552</u>	Invoice	08/31/2017	PERS MISC	0.00	988.23	
	<u>01.00.20281.00</u>		PERS WITHHELD		988.23	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	721.36	DFT0000295
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000553</u>	Invoice	08/31/2017	PERS SAFETY	0.00	721.36	
	<u>01.00.20281.00</u>		PERS WITHHELD		721.36	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	11,857.40	DFT0000296
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000554</u>	Invoice	08/31/2017	PERS SAFETY	0.00	11,857.40	
	<u>01.00.20281.00</u>		PERS WITHHELD		11,857.40	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	27,281.94	DFT0000297
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000555</u>	Invoice	08/31/2017	PERS SAFETY	0.00	27,281.94	
	<u>01.00.20281.00</u>		PERS WITHHELD		27,281.94	
01160	Vantagepoint Transfer Agents - 803422	08/31/2017	Bank Draft	0.00	157.04	DFT0000298
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000556</u>	Invoice	08/31/2017	RETIREE HEALTH	0.00	157.04	
	<u>01.00.20284.00</u>		RETIREE HEALTH SAVINGS		157.04	
01160	Vantagepoint Transfer Agents - 803422	08/31/2017	Bank Draft	0.00	785.20	DFT0000299
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000557</u>	Invoice	08/31/2017	RETIREE HEALTH	0.00	785.20	
	<u>01.00.20284.00</u>		RETIREE HEALTH SAVINGS		785.20	
01157	P.E.R.S.	08/31/2017	Bank Draft	0.00	28.00	DFT0000300

Check Report

Date Range: 08/01/2017 - 08/31/2017

Vendor Number Payable #	Vendor Name Payable Type Account Number	Payment Date Payable Date	Payment Type Payable Description Account Name Item Description	Discount Amount Discount Amount Distribution Amount	Payment Amount Payable Amount Distribution Amount	Number
<u>INV0000558</u>	Invoice <u>01.00.20290.00</u>	08/31/2017	SURVIVOR BENEFIT PERS SURV. BEN. WITHHE	0.00	28.00 28.00	
01163 Payable #	Internal Revenue Service Payable Type Account Number	08/31/2017 Payable Date	Bank Draft Payable Description	0.00 Discount Amount	362.94 Payable Amount	DFT0000301
<u>INV0000565</u>	Invoice <u>01.00.20302.00</u>	08/31/2017	Social Security ACCRUED PAYROLL	0.00	362.94 362.94	
01163 Payable #	Internal Revenue Service Payable Type Account Number	08/31/2017 Payable Date	Bank Draft Payable Description	0.00 Discount Amount	6,473.28 Payable Amount	DFT0000302
<u>INV0000566</u>	Invoice <u>01.00.20302.00</u> <u>05.00.20302.00</u>	08/31/2017	Medicare ACCRUED PAYROLL ACCRUED PAYROLL	0.00	6,473.28 6,440.72 32.56	
01164 Payable #	Employment Development Dept Payable Type Account Number	08/31/2017 Payable Date	Bank Draft Payable Description	0.00 Discount Amount	14,721.56 Payable Amount	DFT0000303
<u>INV0000567</u>	Invoice <u>01.00.20302.00</u> <u>05.00.20302.00</u>	08/31/2017	State W/H ACCRUED PAYROLL ACCRUED PAYROLL	0.00	14,721.56 14,627.47 94.09	
01163 Payable #	Internal Revenue Service Payable Type Account Number	08/31/2017 Payable Date	Bank Draft Payable Description	0.00 Discount Amount	40,555.21 Payable Amount	DFT0000304
<u>INV0000568</u>	Invoice <u>01.00.20302.00</u> <u>05.00.20302.00</u>	08/31/2017	Fed W/H ACCRUED PAYROLL ACCRUED PAYROLL	0.00	40,555.21 40,299.67 255.54	
01158 Payable #	P.E.R.S. Health Payable Type Account Number	08/31/2017 Payable Date	Bank Draft Payable Description	0.00 Discount Amount	4,953.83 Payable Amount	DFT0000310
<u>INV0000571</u>	Invoice <u>01.00.60200.00</u> <u>01.00.60200.00</u> <u>01.00.60231.00</u> <u>01.05.61112.00</u>	08/31/2017	Retirees health & admin fees stmt date 8/ CAFETERIA HEALTH PLAN CAFETERIA HEALTH PLAN RETIREE'S HEALTH INSUR PERS ADMINISTRATIVE FE	0.00	4,953.83 220.01 512.42 3,968.00 253.40	

Bank Code PY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	32	10	0.00	9,785.64
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	36	36	0.00	305,057.81
EFT's	0	0	0.00	0.00
	68	46	0.00	314,843.45

Fund Summary

Fund	Name	Period	Amount
98	POOLED PAYROLL	8/2017	314,843.45
99	POOLED CASH	8/2017	102,733.94
			<u>417,577.39</u>

Ross Valley Fire Dept

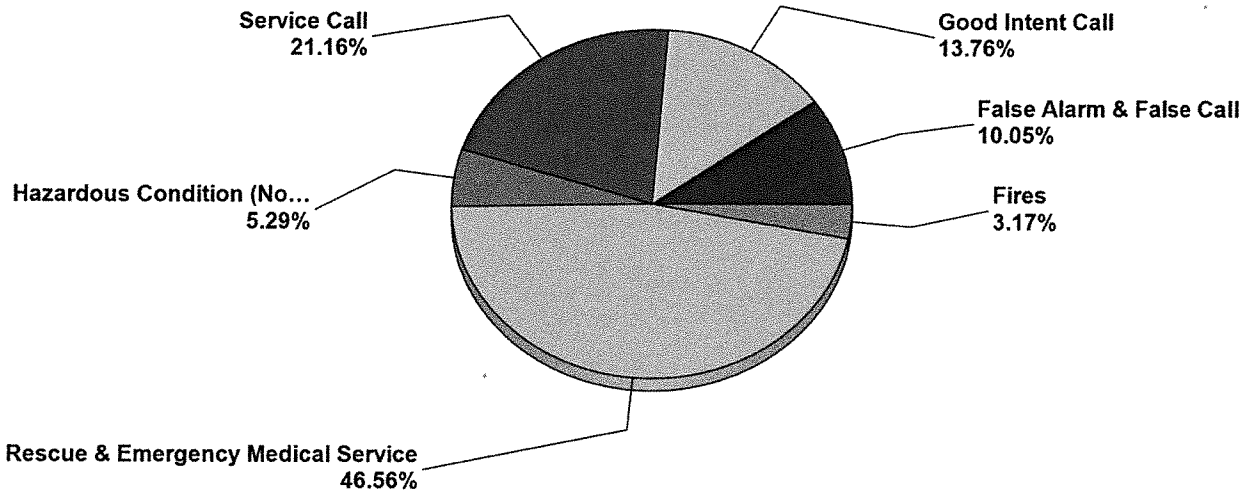
San Anselmo, CA

This report was generated on 9/7/2017 4:13:12 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2017 | End Date: 08/31/2017



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	3.17%
Rescue & Emergency Medical Service	88	46.56%
Hazardous Condition (No Fire)	10	5.29%
Service Call	40	21.16%
Good Intent Call	26	13.76%
False Alarm & False Call	19	10.05%
TOTAL	189	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	1.06%
113 - Cooking fire, confined to container	1	0.53%
130 - Mobile property (vehicle) fire, other	1	0.53%
140 - Natural vegetation fire, other	1	0.53%
141 - Forest, woods or wildland fire	1	0.53%
320 - Emergency medical service, other	2	1.06%
321 - EMS call, excluding vehicle accident with injury	82	43.39%
322 - Motor vehicle accident with injuries	3	1.59%
324 - Motor vehicle accident with no injuries.	1	0.53%
412 - Gas leak (natural gas or LPG)	6	3.17%
444 - Power line down	2	1.06%
445 - Arcing, shorted electrical equipment	2	1.06%
500 - Service Call, other	2	1.06%
510 - Person in distress, other	1	0.53%
522 - Water or steam leak	2	1.06%
531 - Smoke or odor removal	1	0.53%
550 - Public service assistance, other	2	1.06%
551 - Assist police or other governmental agency	1	0.53%
553 - Public service	19	10.05%
554 - Assist invalid	10	5.29%
571 - Cover assignment, standby, moveup	2	1.06%
611 - Dispatched & cancelled en route	17	8.99%
622 - No incident found on arrival at dispatch address	2	1.06%
651 - Smoke scare, odor of smoke	6	3.17%
653 - Smoke from barbecue, tar kettle	1	0.53%
700 - False alarm or false call, other	2	1.06%
731 - Sprinkler activation due to malfunction	1	0.53%
733 - Smoke detector activation due to malfunction	3	1.59%
735 - Alarm system sounded due to malfunction	1	0.53%
740 - Unintentional transmission of alarm, other	1	0.53%
743 - Smoke detector activation, no fire - unintentional	5	2.65%
744 - Detector activation, no fire - unintentional	2	1.06%
745 - Alarm system activation, no fire - unintentional	4	2.12%
TOTAL INCIDENTS:	189	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Ross Valley Fire Dept

San Anselmo, CA

This report was generated on 9/7/2017 4:13:30 PM



Incident Type Count per Station for Date Range

Start Date: 08/01/2017 | End Date: 08/31/2017

INCIDENT TYPE	# INCIDENTS
Station: 00 - MUTUAL AID RESOURCES	
571 - Cover assignment, standby, moveup	1
# Incidents for 00 - Mutual Aid Resources:	
	1

Station: 18 - STATION 18		
111 - Building fire		1
130 - Mobile property (vehicle) fire, other		1
321 - EMS call, excluding vehicle accident with injury		7
322 - Motor vehicle accident with injuries		1
412 - Gas leak (natural gas or LPG)		1
553 - Public service		2
554 - Assist invalid		1
571 - Cover assignment, standby, moveup		1
611 - Dispatched & cancelled en route		6
622 - No incident found on arrival at dispatch address		1
653 - Smoke from barbecue, tar kettle		1
700 - False alarm or false call, other		1
744 - Detector activation, no fire - unintentional		2
745 - Alarm system activation, no fire - unintentional		1
# Incidents for 18 - Station 18 :		27

Station: 19 - STATION 19	
140 - Natural vegetation fire, other	1
321 - EMS call, excluding vehicle accident with injury	33
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	2
444 - Power line down	1
531 - Smoke or odor removal	1
550 - Public service assistance, other	2
553 - Public service	5
554 - Assist invalid	4

Only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
611 - Dispatched & cancelled en route	4
651 - Smoke scare, odor of smoke	1
731 - Sprinkler activation due to malfunction	1
733 - Smoke detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	3
745 - Alarm system activation, no fire - unintentional	1

Incidents for 19 - Station 19: 61

Station: 20 - STATION 20	
111 - Building fire	1
113 - Cooking fire, confined to container	1
320 - Emergency medical service, other	2
321 - EMS call, excluding vehicle accident with injury	10
412 - Gas leak (natural gas or LPG)	1
444 - Power line down	1
445 - Arcing, shorted electrical equipment	2
500 - Service Call, other	1
522 - Water or steam leak	1
553 - Public service	7
554 - Assist invalid	3
611 - Dispatched & cancelled en route	3
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	3
733 - Smoke detector activation due to malfunction	1
745 - Alarm system activation, no fire - unintentional	1

Incidents for 20 - Station 20: 39

Station: 21 - STATION 21	
141 - Forest, woods or wildland fire	1
321 - EMS call, excluding vehicle accident with injury	32
322 - Motor vehicle accident with injuries	2
412 - Gas leak (natural gas or LPG)	2
500 - Service Call, other	1
510 - Person in distress, other	1
522 - Water or steam leak	1
551 - Assist police or other governmental agency	1
553 - Public service	5
554 - Assist invalid	2

Only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
611 - Dispatched & cancelled en route	4
651 - Smoke scare, odor of smoke	2
700 - False alarm or false call, other	1
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	1
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	2
745 - Alarm system activation, no fire - unintentional	1

Incidents for 21 - Station 21: 61

Only REVIEWED incidents included.



Ross Valley Fire, CA

Budget Report

Account Summary

For Fiscal: 2017-2018 Period Ending: 08/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 01 - GENERAL FUND							
Revenue							
Department: 00 - UNDESIGNATED							
<u>01.00.47501.00</u>	FAIRFAX	1,865,806.00	1,865,806.00	155,483.83	310,967.66	-1,554,838.34	16.67 %
<u>01.00.47502.00</u>	ROSS	1,859,101.00	1,859,101.00	154,308.25	309,850.16	-1,549,250.84	16.67 %
<u>01.00.47503.00</u>	SAN ANSELMO	3,246,346.00	3,246,346.00	270,528.83	541,057.66	-2,705,288.34	16.67 %
<u>01.00.47504.00</u>	SLEEPY HOLLOW	1,024,992.00	1,024,992.00	85,416.02	170,832.02	-854,159.98	16.67 %
<u>01.00.47505.00</u>	PRIOR AUTHORITY SIDE FUND PYM	50,451.00	50,451.00	4,204.24	8,408.48	-42,042.52	16.67 %
<u>01.00.47507.00</u>	PRIOR AUTHORITY RETIREE HEALTH	198,007.00	198,007.00	16,500.58	33,001.16	-165,005.84	16.67 %
<u>01.00.47508.00</u>	PRIOR AUTHORITY MERA BOND	38,250.00	38,250.00	3,187.50	6,375.00	-31,875.00	16.67 %
<u>01.00.47510.00</u>	PRIOR AUTHORITY RETIREMENT	770,709.00	770,709.00	64,225.75	128,451.52	-642,257.48	16.67 %
<u>01.00.49501.00</u>	COUNTY OF MARIN	159,620.00	159,620.00	152,834.00	0.00	-159,620.00	0.00 %
<u>01.00.49502.00</u>	OES REIMBURSEMENT OUT OF CO	0.00	0.00	0.00	-23,835.44	-23,835.44	0.00 %
<u>01.00.49504.00</u>	RVPA REIMBURSEMENT MEDIC PR	0.00	0.00	0.00	-46,555.00	-46,555.00	0.00 %
<u>01.00.49506.00</u>	RVPA RENTAL	28,835.00	28,835.00	0.00	14,417.48	-14,417.52	50.00 %
<u>01.00.49507.00</u>	LAIF INTEREST	2,500.00	2,500.00	0.00	0.00	-2,500.00	0.00 %
<u>01.00.49509.00</u>	RVPA EMS TRAINING/SUPPLY REIM	47,341.00	47,341.00	0.00	0.00	-47,341.00	0.00 %
<u>01.00.49510.00</u>	PLAN CHECKING FEES	241,800.00	241,800.00	35,158.54	39,203.53	-202,596.47	16.21 %
<u>01.00.49511.00</u>	RE-SALE INSPECTION FEES	46,500.00	46,500.00	706.80	1,413.60	-45,086.40	3.04 %
<u>01.00.49512.00</u>	MISCELLANEOUS INCOME	2,500.00	2,500.00	854.69	-36,260.88	-38,760.88	1,450.44 %
<u>01.00.49513.00</u>	WORKERS COMP REIMBURSEMENT	0.00	0.00	14,590.36	-43,330.78	-43,330.78	0.00 %
<u>01.00.49514.00</u>	MLFT REIMBURSEMENT	2,000.00	2,000.00	0.00	0.00	-2,000.00	0.00 %
<u>01.00.49523.00</u>	APPARATUS REPLACEMENT	200,000.00	200,000.00	12,773.33	70,133.33	-129,866.67	35.07 %
<u>01.00.49524.00</u>	TECHNOLOGY FEES	21,700.00	21,700.00	2,729.35	4,857.37	-16,842.63	22.38 %
<u>01.00.49526.18</u>	STATION MAINT REVENUE #18	15,000.00	15,000.00	0.00	0.00	-15,000.00	0.00 %
<u>01.00.49526.19</u>	STATION MAINT REVENUE #19	15,000.00	15,000.00	0.00	0.00	-15,000.00	0.00 %
<u>01.00.49526.20</u>	STATION MAINT REVENUE #20	15,000.00	15,000.00	0.00	0.00	-15,000.00	0.00 %
<u>01.00.49526.21</u>	STATION MAINT REVENUE #21	15,000.00	15,000.00	0.00	0.00	-15,000.00	0.00 %
Department: 00 - UNDESIGNATED Total:		9,866,458.00	9,866,458.00	973,502.07	1,488,986.87	-8,377,471.13	15.09 %
Revenue Total:		9,866,458.00	9,866,458.00	973,502.07	1,488,986.87	-8,377,471.13	15.09 %
Expense							
Department: 00 - UNDESIGNATED							
<u>01.00.60000.00</u>	REGULAR SALARIES	3,816,400.00	3,816,400.00	309,458.02	627,397.64	3,189,002.36	16.44 %
<u>01.00.60010.00</u>	TEMPORARY HIRE	5,000.00	5,000.00	2,782.04	2,782.04	2,217.96	55.64 %
<u>01.00.60020.00</u>	MINIMUM STAFFING	601,040.00	601,040.00	112,577.72	163,966.07	437,073.93	27.28 %
<u>01.00.60021.00</u>	HOURLY OVERTIME	81,000.00	81,000.00	4,378.06	7,636.11	73,363.89	9.43 %
<u>01.00.60024.00</u>	SHIFT DIFFERENTIAL OT	40,000.00	40,000.00	3,200.68	3,978.63	36,021.37	9.95 %
<u>01.00.60026.00</u>	OT TRAINING	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00 %
<u>01.00.60027.00</u>	HOLIDAY	178,662.00	178,662.00	13,763.91	27,746.64	150,915.36	15.53 %
<u>01.00.60028.00</u>	PARAMEDIC TRAINING OVERTIME	0.00	0.00	0.00	-562.11	562.11	0.00 %
<u>01.00.60029.00</u>	FLSA O/T	99,457.00	99,457.00	7,565.61	11,415.79	88,041.21	11.48 %
<u>01.00.60030.00</u>	S/L BUY BACK	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
<u>01.00.60035.00</u>	RETIRED S/L COMPENSATION	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
<u>01.00.60039.00</u>	EXECUTIVE OFFICER	8,000.00	8,000.00	322.95	645.90	7,354.10	8.07 %
<u>01.00.60040.00</u>	BOARD MEMBER STIPEND	3,600.00	3,600.00	645.90	1,291.80	2,308.20	35.88 %
<u>01.00.60100.00</u>	RETIREMENT	1,582,840.00	1,582,840.00	102,921.21	207,179.74	1,375,660.26	13.09 %
<u>01.00.60200.00</u>	CAFETERIA HEALTH PLAN	784,107.00	784,107.00	52,799.92	105,784.28	678,322.72	13.49 %
<u>01.00.60210.00</u>	RETIREE HEALTH SAVINGS MATCH	15,834.00	15,834.00	942.24	1,884.48	13,949.52	11.90 %
<u>01.00.60220.00</u>	MEDICARE	68,590.00	68,590.00	0.00	0.00	68,590.00	0.00 %
<u>01.00.60221.00</u>	HOUSING ALLOWANCE	51,600.00	51,600.00	3,496.49	7,043.09	44,556.91	13.65 %
<u>01.00.60223.00</u>	UNIFORM REIMBURSEMENT	24,480.00	24,480.00	1,854.60	3,769.96	20,710.04	15.40 %
<u>01.00.60225.00</u>	EDUCATION REIMBURSEMENT	96,731.00	96,731.00	7,132.89	14,554.66	82,176.34	15.05 %

Budget Report

For Fiscal: 2017-2018 Period Ending: 08/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<u>01.00.60231.00</u>	RETIREES' HEALTH INSURANCE	696,858.00	696,858.00	23,904.56	47,553.12	649,304.88	6.82 %
<u>01.00.62999.00</u>	CONTINGENCY	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
<u>01.00.67099.00</u>	TRANSFERS OUT	538,446.00	538,446.00	0.00	0.00	538,446.00	0.00 %
Department: 00 - UNDESIGNATED Total:		8,791,645.00	8,791,645.00	647,746.80	1,234,067.84	7,557,577.16	14.04 %
Department: 05 - ADMINISTRATION							
<u>01.05.61103.00</u>	AUDIT & BOOKEEPING SERVICES	22,000.00	22,000.00	1,561.46	1,781.50	20,218.50	8.10 %
<u>01.05.61105.00</u>	OTHER CONTRACT SERVICES	25,000.00	25,000.00	4,119.92	4,056.92	20,943.08	16.23 %
<u>01.05.61107.00</u>	ATTORNEY/LEGAL FEES	10,000.00	10,000.00	874.00	874.00	9,126.00	8.74 %
<u>01.05.61112.00</u>	PERS ADMINISTRATIVE FEE	2,800.00	2,800.00	253.40	504.82	2,295.18	18.03 %
<u>01.05.61120.00</u>	OTHER CONTRACT SERVICES-SAN A	80,000.00	80,000.00	0.00	0.00	80,000.00	0.00 %
<u>01.05.61121.00</u>	COMPUTER SOFTWARE/SUPPORT	37,250.00	37,250.00	0.00	5,512.50	31,737.50	14.80 %
<u>01.05.61122.00</u>	WEB PAGE DESIGN AND MAINTENA	6,100.00	6,100.00	1,236.60	1,236.60	4,863.40	20.27 %
<u>01.05.61127.00</u>	PHYSICALS	21,000.00	21,000.00	782.70	667.70	20,332.30	3.18 %
<u>01.05.61129.00</u>	HIRING EXPENSES	4,000.00	4,000.00	1,468.00	1,468.00	2,532.00	36.70 %
<u>01.05.61300.00</u>	PUBLICATIONS AND DUES	4,000.00	4,000.00	60.00	2,022.50	1,977.50	50.56 %
<u>01.05.62000.00</u>	OFFICE SUPPLIES	4,500.00	4,500.00	367.08	367.08	4,132.92	8.16 %
<u>01.05.62003.00</u>	POSTAGE	1,000.00	1,000.00	15.99	0.00	1,000.00	0.00 %
<u>01.05.62200.00</u>	GENERAL DEPARTMENT SUPPLIES	8,000.00	8,000.00	856.91	1,015.93	6,984.07	12.70 %
<u>01.05.64010.00</u>	PRINCIPAL-PRIOR AUTH PENSION B	50,324.00	50,324.00	0.00	50,323.77	0.23	100.00 %
<u>01.05.64110.00</u>	INTEREST - PRIOR AUTHORITY PENS	127.00	127.00	0.00	63.53	63.47	50.02 %
Department: 05 - ADMINISTRATION Total:		276,101.00	276,101.00	11,596.06	69,894.85	206,206.15	25.31 %
Department: 10 - OPERATIONS							
<u>01.10.60060.01</u>	VOLUNTEER SHIFT PAY/DRILLS	17,400.00	17,400.00	0.00	0.00	17,400.00	0.00 %
<u>01.10.60064.01</u>	VOLUNTEER LENGTH OF SERVICE	3,200.00	3,200.00	1,750.00	1,750.00	1,450.00	54.69 %
<u>01.10.60065.02</u>	EXPLORER POST	4,400.00	4,400.00	0.00	0.00	4,400.00	0.00 %
<u>01.10.61000.00</u>	TRAINING AND EDUCATION	35,500.00	35,500.00	1.99	1.99	35,498.01	0.01 %
<u>01.10.61100.00</u>	DISPATCH	158,662.00	158,662.00	313.54	504.18	158,157.82	0.32 %
<u>01.10.61101.00</u>	RADIO REPAIR	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
<u>01.10.61102.00</u>	HAZARDOUS MATERIAL REMOVAL	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
<u>01.10.61108.00</u>	HAZARDOUS MATERIAL CONTRACT	8,925.00	8,925.00	8,925.00	8,925.00	0.00	100.00 %
<u>01.10.61110.00</u>	MERA OPERATING EXPENSE	42,365.00	42,365.00	0.00	41,292.00	1,073.00	97.47 %
<u>01.10.61301.01</u>	VOLUNTEER DUES	3,200.00	3,200.00	0.00	0.00	3,200.00	0.00 %
<u>01.10.61402.00</u>	HYDRANT MAINTENANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
<u>01.10.61410.00</u>	EQUIPMENT MAINTENANCE	7,800.00	7,800.00	98.16	0.00	7,800.00	0.00 %
<u>01.10.62203.00</u>	EMERGENCY RESPONSE SUPPLIES	4,000.00	4,000.00	132.08	132.08	3,867.92	3.30 %
<u>01.10.62204.00</u>	PARAMEDIC RESPONSE SUPPLIES	17,000.00	17,000.00	809.71	2,193.64	14,806.36	12.90 %
<u>01.10.62205.00</u>	EMERGENCY MEDICAL SUPPLIES	7,500.00	7,500.00	840.76	840.76	6,659.24	11.21 %
<u>01.10.62210.00</u>	BREATHING APPARATUS	5,700.00	5,700.00	0.00	0.00	5,700.00	0.00 %
<u>01.10.62211.00</u>	BREATHING APPARATUS-CONTRACT	6,900.00	6,900.00	0.00	0.00	6,900.00	0.00 %
<u>01.10.62213.00</u>	PROTECTIVE CLOTHING	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
<u>01.10.62220.00</u>	COMMUNITY EDUCATION & PREP.	0.00	0.00	978.17	1,577.51	-1,577.51	0.00 %
<u>01.10.63131.00</u>	EQUIPMENT	21,500.00	21,500.00	43.30	0.00	21,500.00	0.00 %
<u>01.10.63140.00</u>	HYDRANTS	16,600.00	16,600.00	0.00	0.00	16,600.00	0.00 %
<u>01.10.63150.00</u>	COMMUNICATIONS EQUIPMENT	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
<u>01.10.63160.00</u>	TURNOUTS	14,241.00	14,241.00	0.00	0.00	14,241.00	0.00 %
<u>01.10.64401.00</u>	MERA BOND PAYMENT PRIOR AUT	38,249.00	38,249.00	0.00	38,249.45	-0.45	100.00 %
Department: 10 - OPERATIONS Total:		438,142.00	438,142.00	13,892.71	95,466.61	342,675.39	21.79 %
Department: 14 - FACILITIES							
<u>01.14.61500.00</u>	BUILDING MAINTENANCE AND LAN	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
<u>01.14.61500.18</u>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	3,541.03	0.00	15,000.00	0.00 %
<u>01.14.61500.19</u>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	1,369.30	1,984.00	13,016.00	13.23 %
<u>01.14.61500.20</u>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	1,145.22	151.39	14,848.61	1.01 %
<u>01.14.61500.21</u>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00 %
<u>01.14.61702.00</u>	GAS AND ELECTRIC	24,344.00	24,344.00	535.81	535.81	23,808.19	2.20 %
<u>01.14.61703.00</u>	WATER	3,946.00	3,946.00	793.95	0.00	3,946.00	0.00 %
<u>01.14.61704.00</u>	SEWER	2,563.00	2,563.00	0.00	0.00	2,563.00	0.00 %
<u>01.14.61705.00</u>	TELEPHONE	35,000.00	35,000.00	3,086.35	1,635.89	33,364.11	4.67 %

Budget Report

For Fiscal: 2017-2018 Period Ending: 08/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<u>01.14.62206.00</u>	JANITORIAL MAINTENANCE SUPPLI	14,600.00	14,600.00	118.50	118.50	14,481.50	0.81 %
<u>01.14.62501.00</u>	FURNISHINGS	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
<u>01.14.63041.00</u>	OFFICE EQUIPMENT	11,000.00	11,000.00	204.45	204.45	10,795.55	1.86 %
<u>01.14.63042.00</u>	EXERCISE EQUIPMENT	12,500.00	12,500.00	0.00	-361.52	12,861.52	-2.89 %
<u>01.14.63044.00</u>	TECHNOLOGY PURCHASES	21,700.00	21,700.00	70.86	70.86	21,629.14	0.33 %
Department: 14 - FACILITIES Total:		194,153.00	194,153.00	10,865.47	4,339.38	189,813.62	2.24 %
Department: 15 - COMMUNITY RISK REDUCTION							
<u>01.15.61131.00</u>	FIRE PREVENTION	4,500.00	4,500.00	193.89	193.89	4,306.11	4.31 %
<u>01.15.62220.00</u>	COMMUNITY EDUCATION & PREP.	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
Department: 15 - COMMUNITY RISK REDUCTION Total:		12,500.00	12,500.00	193.89	193.89	12,306.11	1.55 %
Department: 25 - FLEET							
<u>01.25.61411.00</u>	BURN TRAILER MAINTENANCE	4,100.00	4,100.00	0.00	0.00	4,100.00	0.00 %
<u>01.25.61600.00</u>	REPAIRS VEHICLE	100,000.00	100,000.00	2,996.78	1,283.02	98,716.98	1.28 %
<u>01.25.62988.00</u>	FUEL	30,750.00	30,750.00	2,433.31	3,305.93	27,444.07	10.75 %
<u>01.25.62989.00</u>	PARTS VEHICLE	6,200.00	6,200.00	467.60	467.60	5,732.40	7.54 %
Department: 25 - FLEET Total:		141,050.00	141,050.00	5,897.69	5,056.55	135,993.45	3.58 %
Expense Total:		9,853,591.00	9,853,591.00	690,192.62	1,409,019.12	8,444,571.88	14.30 %
Fund: 01 - GENERAL FUND Surplus (Deficit):		12,867.00	12,867.00	283,309.45	79,967.75	67,100.75	621.49 %
Fund: 05 - MUTUAL AID FUND							
Expense							
Department: 00 - UNDESIGNATED							
<u>05.00.60021.00</u>	HOURLY OVERTIME	0.00	0.00	2,124.98	2,787.11	-2,787.11	0.00 %
<u>05.00.60025.00</u>	OT OES RESPONSE	0.00	0.00	45,487.92	74,811.17	-74,811.17	0.00 %
Department: 00 - UNDESIGNATED Total:		0.00	0.00	47,612.90	77,598.28	-77,598.28	0.00 %
Expense Total:		0.00	0.00	47,612.90	77,598.28	-77,598.28	0.00 %
Fund: 05 - MUTUAL AID FUND Total:		0.00	0.00	47,612.90	77,598.28	-77,598.28	0.00 %
Fund: 10 - INSURANCE FUND							
Revenue							
Department: 00 - UNDESIGNATED							
<u>10.00.51999.00</u>	TRANSFERS IN	338,446.00	338,446.00	0.00	0.00	-338,446.00	0.00 %
Department: 00 - UNDESIGNATED Total:		338,446.00	338,446.00	0.00	0.00	-338,446.00	0.00 %
Revenue Total:		338,446.00	338,446.00	0.00	0.00	-338,446.00	0.00 %
Expense							
Department: 00 - UNDESIGNATED							
<u>10.00.60215.00</u>	WORKERS' COMPENSATION INSUR	313,646.00	313,646.00	0.00	84,933.00	228,713.00	27.08 %
<u>10.00.61113.00</u>	WORKERS COMP CLAIMS	300.00	300.00	0.00	0.00	300.00	0.00 %
<u>10.00.61115.00</u>	LIABILITY INSURANCE	24,500.00	24,500.00	0.00	17,171.00	7,329.00	70.09 %
Department: 00 - UNDESIGNATED Total:		338,446.00	338,446.00	0.00	102,104.00	236,342.00	30.17 %
Expense Total:		338,446.00	338,446.00	0.00	102,104.00	236,342.00	30.17 %
Fund: 10 - INSURANCE FUND Surplus (Deficit):		0.00	0.00	0.00	-102,104.00	-102,104.00	0.00 %
Fund: 15 - VEHICLE FUND							
Revenue							
Department: 00 - UNDESIGNATED							
<u>15.00.51999.00</u>	TRANSFERS IN	200,000.00	200,000.00	0.00	0.00	-200,000.00	0.00 %
Department: 00 - UNDESIGNATED Total:		200,000.00	200,000.00	0.00	0.00	-200,000.00	0.00 %
Revenue Total:		200,000.00	200,000.00	0.00	0.00	-200,000.00	0.00 %
Fund: 15 - VEHICLE FUND Total:		200,000.00	200,000.00	0.00	0.00	-200,000.00	0.00 %

Budget Report

For Fiscal: 2017-2018 Period Ending: 08/31/2017

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 25 - ROSS VALLEY PARAMEDIC AUTHORITY						
Revenue						
Department: 00 - UNDESIGNATED						
<u>25.00.49504.00</u> RVPA REIMBURSEMENT MEDIC PR	219,554.00	219,554.00	0.00	46,555.00	-172,999.00	21.20 %
Department: 00 - UNDESIGNATED Total:	219,554.00	219,554.00	0.00	46,555.00	-172,999.00	21.20 %
Revenue Total:	219,554.00	219,554.00	0.00	46,555.00	-172,999.00	21.20 %
Expense						
Department: 00 - UNDESIGNATED						
<u>25.00.60000.00</u> SALARIES	190,240.00	190,240.00	0.00	0.00	190,240.00	0.00 %
<u>25.00.60025.00</u> OT OES RESPONSE	1,624.00	1,624.00	0.00	0.00	1,624.00	0.00 %
<u>25.00.60028.00</u> PARAMEDIC TRAINING OVERTIME	27,690.00	27,690.00	0.00	562.11	27,127.89	2.03 %
Department: 00 - UNDESIGNATED Total:	219,554.00	219,554.00	0.00	562.11	218,991.89	0.26 %
Expense Total:	219,554.00	219,554.00	0.00	562.11	218,991.89	0.26 %
Fund: 25 - ROSS VALLEY PARAMEDIC AUTHORITY Surplus (Deficit):	0.00	0.00	0.00	45,992.89	45,992.89	0.00 %
Report Surplus (Deficit):	212,867.00	212,867.00	235,696.55	-53,741.64	-266,608.64	-25.25 %

Group Summary

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 01 - GENERAL FUND						
Revenue						
00 - UNDESIGNATED	9,866,458.00	9,866,458.00	973,502.07	1,488,986.87	-8,377,471.13	15.09 %
Revenue Total:	9,866,458.00	9,866,458.00	973,502.07	1,488,986.87	-8,377,471.13	15.09 %
Expense						
00 - UNDESIGNATED	8,791,645.00	8,791,645.00	647,746.80	1,234,067.84	7,557,577.16	14.04 %
05 - ADMINISTRATION	276,101.00	276,101.00	11,596.06	69,894.85	206,206.15	25.31 %
10 - OPERATIONS	438,142.00	438,142.00	13,892.71	95,466.61	342,675.39	21.79 %
14 - FACILITIES	194,153.00	194,153.00	10,865.47	4,339.38	189,813.62	2.24 %
15 - COMMUNITY RISK REDUCTION	12,500.00	12,500.00	193.89	193.89	12,306.11	1.55 %
25 - FLEET	141,050.00	141,050.00	5,897.69	5,056.55	135,993.45	3.58 %
Expense Total:	9,853,591.00	9,853,591.00	690,192.62	1,409,019.12	8,444,571.88	14.30 %
Fund: 01 - GENERAL FUND Surplus (Deficit):	12,867.00	12,867.00	283,309.45	79,967.75	67,100.75	621.49 %
Fund: 05 - MUTUAL AID FUND						
Expense						
00 - UNDESIGNATED	0.00	0.00	47,612.90	77,598.28	-77,598.28	0.00 %
Expense Total:	0.00	0.00	47,612.90	77,598.28	-77,598.28	0.00 %
Fund: 05 - MUTUAL AID FUND Total:	0.00	0.00	47,612.90	77,598.28	-77,598.28	0.00 %
Fund: 10 - INSURANCE FUND						
Revenue						
00 - UNDESIGNATED	338,446.00	338,446.00	0.00	0.00	-338,446.00	0.00 %
Revenue Total:	338,446.00	338,446.00	0.00	0.00	-338,446.00	0.00 %
Expense						
00 - UNDESIGNATED	338,446.00	338,446.00	0.00	102,104.00	236,342.00	30.17 %
Expense Total:	338,446.00	338,446.00	0.00	102,104.00	236,342.00	30.17 %
Fund: 10 - INSURANCE FUND Surplus (Deficit):	0.00	0.00	0.00	-102,104.00	-102,104.00	0.00 %
Fund: 15 - VEHICLE FUND						
Revenue						
00 - UNDESIGNATED	200,000.00	200,000.00	0.00	0.00	-200,000.00	0.00 %
Revenue Total:	200,000.00	200,000.00	0.00	0.00	-200,000.00	0.00 %
Fund: 15 - VEHICLE FUND Total:	200,000.00	200,000.00	0.00	0.00	-200,000.00	0.00 %
Fund: 25 - ROSS VALLEY PARAMEDIC AUTHORITY						
Revenue						
00 - UNDESIGNATED	219,554.00	219,554.00	0.00	46,555.00	-172,999.00	21.20 %
Revenue Total:	219,554.00	219,554.00	0.00	46,555.00	-172,999.00	21.20 %
Expense						
00 - UNDESIGNATED	219,554.00	219,554.00	0.00	562.11	218,991.89	0.26 %
Expense Total:	219,554.00	219,554.00	0.00	562.11	218,991.89	0.26 %
Fund: 25 - ROSS VALLEY PARAMEDIC AUTHORITY Surplus (Deficit):	0.00	0.00	0.00	45,992.89	45,992.89	0.00 %
Report Surplus (Deficit):	212,867.00	212,867.00	235,696.55	-53,741.64	-266,608.64	-25.25 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	12,867.00	12,867.00	283,309.45	79,967.75	67,100.75
05 - MUTUAL AID FUND	0.00	0.00	-47,612.90	-77,598.28	-77,598.28
10 - INSURANCE FUND	0.00	0.00	0.00	-102,104.00	-102,104.00
15 - VEHICLE FUND	200,000.00	200,000.00	0.00	0.00	-200,000.00
25 - ROSS VALLEY PARAMEDIC AU	0.00	0.00	0.00	45,992.89	45,992.89
Report Surplus (Deficit):	212,867.00	212,867.00	235,696.55	-53,741.64	-266,608.64



Ross Valley Fire, CA

Budget Report Group Summary

For Fiscal: 2017-2018 Period Ending: 08/31/2017

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 01 - GENERAL FUND						
Revenue						
475 - MEMBER CONTRIBUTIONS	9,053,662.00	9,053,662.00	753,855.00	1,508,943.66	-7,544,718.34	16.67 %
495 - OUTSIDE / MISCELLANEOUS REVENUE	812,796.00	812,796.00	219,647.07	-19,956.79	-832,752.79	2.46 %
Revenue Total:	9,866,458.00	9,866,458.00	973,502.07	1,488,986.87	-8,377,471.13	15.09 %
Expense						
600 - SALARIES AND WAGES	4,947,159.00	4,947,159.00	456,444.89	848,048.51	4,099,110.49	17.14 %
601 - RETIREMENT	1,582,840.00	1,582,840.00	102,921.21	207,179.74	1,375,660.26	13.09 %
602 - EMPLOYEE BENEFITS	1,738,200.00	1,738,200.00	90,130.70	180,589.59	1,557,610.41	10.39 %
610 - TRAINING	35,500.00	35,500.00	1.99	1.99	35,498.01	0.01 %
611 - OUTSIDE SERVICES	427,602.00	427,602.00	19,728.51	67,017.11	360,584.89	15.67 %
613 - PUBLICATION / DUES	7,200.00	7,200.00	60.00	2,022.50	5,177.50	28.09 %
614 - MAINTENANCE	13,900.00	13,900.00	98.16	0.00	13,900.00	0.00 %
615 - BUILDING MAINTENANCE	66,000.00	66,000.00	6,055.55	2,135.39	63,864.61	3.24 %
616 - VEHICLE MAINTENANCE	100,000.00	100,000.00	2,996.78	1,283.02	98,716.98	1.28 %
617 - UTILITIES	65,853.00	65,853.00	4,416.11	2,171.70	63,681.30	3.30 %
620 - OFFICE SUPPLIES	5,500.00	5,500.00	383.07	367.08	5,132.92	6.67 %
622 - DEPARTMENT SUPPLIES	79,700.00	79,700.00	3,736.13	5,878.42	73,821.58	7.38 %
625 - FURNISHINGS	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
629 - MISCELLANEOUS	46,950.00	46,950.00	2,900.91	3,773.53	43,176.47	8.04 %
630 - EQUIPMENT	45,200.00	45,200.00	275.31	-86.21	45,286.21	-0.19 %
631 - CAPITAL OUTLAY	62,341.00	62,341.00	43.30	0.00	62,341.00	0.00 %
640 - PRINCIPAL	50,324.00	50,324.00	0.00	50,323.77	0.23	100.00 %
641 - INTEREST	127.00	127.00	0.00	63.53	63.47	50.02 %
644 - MERA BOND PAYMENT	38,249.00	38,249.00	0.00	38,249.45	-0.45	100.00 %
670 - TRANSFERS OUT	538,446.00	538,446.00	0.00	0.00	538,446.00	0.00 %
Expense Total:	9,853,591.00	9,853,591.00	690,192.62	1,409,019.12	8,444,571.88	14.30 %
Fund: 01 - GENERAL FUND Surplus (Deficit):	12,867.00	12,867.00	283,309.45	79,967.75	67,100.75	621.49 %
Report Surplus (Deficit):	12,867.00	12,867.00	283,309.45	79,967.75	67,100.75	621.49 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	12,867.00	12,867.00	283,309.45	79,967.75	67,100.75
Report Surplus (Deficit):	12,867.00	12,867.00	283,309.45	79,967.75	67,100.75

Ross Valley Fire Board
Meeting Minutes
Wednesday, August 9, 2017

Board present: McInerney, Reed, Shortall, Breckus, Weinsoff, Finn

Members Greene and Kuhl absent.

Staff present: Toy, Lewis

Opened meeting.

Adopt Resolution 17-07 A Resolution of the Board of the Ross Valley Fire Department approving a Retired Annuitant Employment Agreement between Ross Valley Fire Department and Roger Meagor to be Acting Fire Chief. Executive Officer Toy presented the staff report and explained the details of the position, as a CalPERS Retiree, there are restrictions as to hours that the Acting Fire Chief will work. He also explained the items the Acting Chief will be providing support and direction to Department staff. Board members welcomed Chief Meagor back to the Department and thanked him for assisting the Department at this time. Motion/Second Weinsoff/Reed to adopt resolution as presented. All ayes.

Announce adjournment to Closed Session (2 items):

Conference with Legal Counsel – Workers' Compensation Claim/Existing Litigation (Government Code Section 54956.9, 54956.95)
Mark Mills v. Ross Valley Fire Department (Application Filed, Case Number Pending)

Public Employment (Government Code Section 54957)
Title: Fire Chief

Action from Closed Session: no reportable action.

Meeting was adjourned in the memory of Engineer/Paramedic Chris Mahoney, who passed away last week.

Minutes respectfully submitted,



JoAnne Lewis
Administrative Assistant

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: September 13, 2017

To: Board of Directors
From: Roger Meagor, Acting Fire Chief
Subject: Fire Prevention Services

RECOMMENDATION:

For Board information

BACKGROUND:

The Department provides a wide range of fire prevention services. These services are delivered, in part, by all members of the organization. An important component of the program is the Department's two fulltime fire inspectors. The fire inspectors responsibilities include construction plan review and inspections, State mandated inspections for Assembly, Educational, and Institutional occupancies, fire hazard complaint follow-up, general fire code interpretation, public education, etc.

In January of this year, Ross Valley Fire Department entered into an informal agreement with the Corte Madera Fire Department to provide plan checking and inspection services for construction permits in the Town of Corte Madera. Plan checking and inspection responsibilities are divided between the two fire inspectors. One inspector conducts in house plan checks and identifies fire department requirements for the project and the other inspector conducts the field inspections to ensure code requirements are met. Fees for service are based on the Ross Valley Fire Department fee schedule.

DISCUSSION:

In late July, Ruben Martin notified the Department that he was resigning from his position of Fire Inspector. Inspector Martin accepted a fulltime position as a Fire Marshal with the Larkspur-Corte Madera Fire Department. His resignation was effective August 10, 2017.

On August 10, 2017, the Department received verbal notification that, effective immediately, the Corte Madera Fire Department was terminating the agreement with Ross Valley Fire Department to provide construction plan reviews and inspections.

Staff is currently evaluating the impact of the vacant fire inspector position and the cancelation of the agreement to provided plan check and inspection service for the Corte Madera Fire Department.

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: September 13, 2017

To: Board of Directors

From: Roger Meagor, Acting Fire Chief
Garrett Toy, Executive Officer

Subject: Fire Chief Recruitment

RECOMMENDATION:

Discuss the options for Fire Chief Recruitment, and provide direction to staff.

BACKGROUND

Since February 2017, Chief Mark Mills has been on a leave of absence. The Department filled the Chief's absence by appointing Battalion Chief Dan Mahoney as the Acting Fire Chief. As a result of the length of the absence and other work demands, in August, Roger Meagor was hired as the Acting Fire Chief on a part time, temporary basis.

DISCUSSION:

With the likely retirement of Chief Mills, and the need to fill the vacancy that will be created, staff is asking the Board to provide direction how best to proceed.

Recognizing that it is important to move ahead as quickly as possible, but also recognizing this is an opportunity to evaluate and consider traditional and non-traditional options to fill the vacant Fire Chief position, staff is asking the Board to consider the following options:

1. That Ross Valley Fire Department explores the potential for an administrative consolidation at the executive management level.

The objective would be to determine if a shared services agreement option could be utilized to provide the necessary leadership and to meet the duties and responsibilities of the current Fire Chief position, as well as improve administrative support and efficiency throughout the organization.

The following are some important first steps that need to be taken if the Department is going to explore this option:

- Determine the interest of neighboring agencies to share services.
 - Conduct a detailed analysis of the current organization and its needs.
 - Receive initial feedback from the key stake holders (e.g., RVFD staff) regarding expectations, needs, and concerns.
 - Daily management structure.
 - Administrative structure with Management Committee.
 - Identify the potential benefits and challenges.
2. Prepare a Request for Proposal (RFP), to be sent to the various executive recruiting firms to provide full recruitment services for the position of Fire Chief.

To assist in the evaluation, the Board will need to discuss and establish the core criteria and priorities by which to evaluate the options. These criteria include, but are not limited to, the following:

- Leadership structure
- Service levels and responsiveness to the community
- Cost savings
- Level of shared services/resources
- Training and mentoring opportunities for staff
- Importance of daily presence/availability of Fire Chief
- Future of the department

Conclusion:

If the Board decides to explore a potential administrative consolidation at the executive management level, staff recommends keeping the process moving as quickly as possible. Staff recommends preparing an RFP to be sent to executive recruiting firms. By doing so, the Board will have information regarding cost and timelines for the traditional Fire Chief option.