

Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

**Board of Directors Meeting
Ross Valley Fire Department
777 San Anselmo Ave.
San Anselmo, CA 94960
Wednesday, April 11, 2018
6:30pm**

Presentation of Badge to newly appointed Captain Richard Birmingham and Presentation of Badges to our newly hired firefighters: Firefighter/Paramedic Tomas Pastalka, Firefighter Andrew Juric, Firefighter/Paramedic James Barona and Firefighter Benjamin Herbertson

Call to order.

Announce adjournment to Closed Session regarding public employment – Recruitment of Fire Chief, pursuant to Government Code 54957

Announce action, if any, from Closed Session

1. 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.
2. Board requests for future agenda items, questions and comments to staff, staff miscellaneous items
3. 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 19967 – 20064 issued during months of February and March
 - b) Call report and out of jurisdiction report
 - c) Current Budget Report
 - d) Minutes from February 14, 2018 Board Meeting
 - e) Firefighter appointments
4. Report on Fire Prevention Activities
5. Appoint representative and alternate to the MERA Board of Directors – Adopt Resolution 18-03 – A Resolution of the Ross Valley Fire Department Appointing a Representative and Alternates to the Marin Emergency Radio Authority Board of Directors.
6. Update on the status of Fire Chief Recruitment and Executive Management Shared Services

Next meeting – scheduled for Wednesday, May 9, 2018, 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



Ross Valley Fire, CA

Check Report

By Check Number

Date Range: 02/01/2018 - 02/28/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
01133	Aaron William Read	02/06/2018	Regular	0.00	245.00	19967
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2Dec17 Training</u>	Invoice	12/21/2017	Training and Education	0.00	245.00	
	<u>01.10.61000.00</u>	TRAINING AND EDUCATIO	Training and Education		245.00	
01212	Andre Horn	02/06/2018	Regular	0.00	3,263.72	19968
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>003-18</u>	Invoice	02/06/2018	Physicals	0.00	1,663.72	
	<u>01.05.61127.00</u>	PHYSICALS	Physicals		1,663.72	
<u>004-18</u>	Invoice	02/06/2018	Physicals	0.00	1,600.00	
	<u>01.05.61127.00</u>	PHYSICALS	Physicals		1,600.00	
01100	Arrow International Inc	02/06/2018	Regular	0.00	663.61	19969
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>95266395</u>	Invoice	02/06/2018	Paramedic Response Supplies	0.00	663.61	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		663.61	
01026	AT&T Calnet	02/06/2018	Regular	0.00	569.38	19970
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>10758444</u>	Invoice	02/06/2018	Telephone	0.00	19.17	
	<u>01.14.61705.00</u>	TELEPHONE	Telephone		19.17	
<u>10758446</u>	Invoice	02/06/2018	Telephone	0.00	512.64	
	<u>01.14.61705.00</u>	TELEPHONE	Telephone		512.64	
<u>10758447</u>	Invoice	02/06/2018	Telephone	0.00	18.54	
	<u>01.14.61705.00</u>	TELEPHONE	Telephone		18.54	
<u>10758668</u>	Invoice	02/06/2018	Telephone	0.00	19.03	
	<u>01.14.61705.00</u>	TELEPHONE	Telephone		19.03	
01059	AT&T Mobility	02/06/2018	Regular	0.00	1,172.99	19971
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>01232018</u>	Invoice	02/06/2018	Telephone	0.00	1,172.99	
	<u>01.14.61705.00</u>	TELEPHONE	Telephone		1,172.99	
01224	Bob Murray & Associates	02/06/2018	Regular	0.00	2,124.20	19972
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>7583</u>	Invoice	02/06/2018	Hiring Expenses	0.00	2,124.20	
	<u>01.05.61129.00</u>	HIRING EXPENSES	Hiring Expenses		2,124.20	
01054	BoundTree Medical	02/06/2018	Regular	0.00	3,264.19	19973
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>82695840</u>	Invoice	02/06/2018	Paramedic Response Supplies	0.00	1,766.05	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		1,766.05	
<u>82742501</u>	Invoice	02/06/2018	Paramedic Response Supplies	0.00	413.40	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		413.40	
<u>82744061</u>	Invoice	02/06/2018	Emergency Medical Supplies	0.00	140.14	

Check Report

Date Range: 02/01/2018 - 02/28/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>01.10.62205.00</u>	EMERGENCY MEDICAL SU	Emergency Medical Supplies		140.14	
<u>82746716</u>	Invoice	02/06/2018	Paramedic Response Supplies	0.00	244.65	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		244.65	
<u>82746717</u>	Invoice	02/06/2018	Paramedic Response Supplies	0.00	85.35	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		85.35	
<u>82746718</u>	Invoice	02/06/2018	Paramedic Response Supplies	0.00	287.34	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		287.34	
<u>82749711</u>	Invoice	02/06/2018	Emergency Medical Supplies	0.00	121.59	
	<u>01.10.62205.00</u>	EMERGENCY MEDICAL SU	Emergency Medical Supplies		121.59	
<u>82751470</u>	Invoice	02/06/2018	Emergency Medical Supplies	0.00	109.82	
	<u>01.10.62205.00</u>	EMERGENCY MEDICAL SU	Emergency Medical Supplies		109.82	
<u>82751471</u>	Invoice	02/06/2018	Paramedic Response Supplies	0.00	95.85	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		95.85	
01225	CAPIO	02/06/2018	Regular	0.00	225.00	19974
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>3661</u>	Invoice	02/06/2018	Publications and Dues	0.00	225.00	
	<u>01.05.61300.00</u>	PUBLICATIONS AND DUES	Publications and Dues		225.00	
01226	CSG Consultants	02/06/2018	Regular	0.00	3,975.00	19975
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>15992</u>	Invoice	02/06/2018	Other Contract Svcs	0.00	3,975.00	
	<u>01.05.61105.00</u>	OTHER CONTRACT SERVI	Other Contract Svcs		3,975.00	
01015	Curtis Tools	02/06/2018	Regular	0.00	1,369.53	19976
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV152563</u>	Invoice	02/06/2018	Equipment	0.00	179.19	
	<u>01.10.63131.00</u>	EQUIPMENT	Equipment		179.19	
<u>Sales Order 3815</u>	Invoice	02/06/2018	Bldg Maint Station 19	0.00	1,190.34	
	<u>01.14.61500.19</u>	BUILDING MAINTENANCE	Bldg Maint Station 19		1,190.34	
01167	DCS Testing & Equipment Inc	02/06/2018	Regular	0.00	306.00	19977
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>16513</u>	Invoice	02/06/2018	Equipment	0.00	306.00	
	<u>01.10.63131.00</u>	EQUIPMENT	Equipment		306.00	
01227	Firefighters Bookstore	02/06/2018	Regular	0.00	491.07	19978
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>Sales Order 3823</u>	Invoice	02/06/2018	Training and Education	0.00	491.07	
	<u>01.10.61000.00</u>	TRAINING AND EDUCATIO	Training and Education		491.07	
01227	Firefighters Bookstore	02/06/2018	Regular	0.00	-491.07	19978
01007	Golden Gate Petroleum	02/06/2018	Regular	0.00	2,221.38	19979
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>711150</u>	Invoice	02/06/2018	Fuel	0.00	506.94	
	<u>01.25.62988.00</u>	FUEL	Fuel		506.94	
<u>714125</u>	Invoice	02/06/2018	Fuel	0.00	697.95	
	<u>01.25.62988.00</u>	FUEL	Fuel		697.95	
<u>714901</u>	Invoice	02/06/2018	Fuel	0.00	1,016.49	
	<u>01.25.62988.00</u>	FUEL	Fuel		1,016.49	
01037	Marin Municipal Water District	02/06/2018	Regular	0.00	639.87	19980

Check Report

Date Range: 02/01/2018 - 02/28/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>Svc 3759 1/10/18</u>	Invoice	02/06/2018	Water	0.00	155.77	
	<u>01.10.61703.00</u>	WATER	Water		155.77	
<u>Svc 8069 1/11/18</u>	Invoice	02/06/2018	Water	0.00	153.42	
	<u>01.14.61703.00</u>	WATER	Water		153.42	
<u>Svc 8815F 1/8/18</u>	Invoice	02/06/2018	Water	0.00	80.11	
	<u>01.14.61703.00</u>	WATER	Water		80.11	
<u>Svc 8816F 1/11/1</u>	Invoice	02/06/2018	Water	0.00	80.11	
	<u>01.14.61703.00</u>	WATER	Water		80.11	
<u>Svc 8817F 1/10/1</u>	Invoice	02/06/2018	Water	0.00	80.11	
	<u>01.14.61703.00</u>	WATER	Water		80.11	
<u>Svc No. 4240 1/8</u>	Invoice	02/06/2018	Water	0.00	90.35	
	<u>01.14.61703.00</u>	WATER	Water		90.35	
01211	Mark Clementi PhD	02/06/2018	Regular	0.00	685.00	19981
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>01-18-18</u>	Invoice	02/06/2018	Physicals	0.00	685.00	
	<u>01.05.61127.00</u>	PHYSICALS	Physicals		685.00	
01228	Med-Turn Inc	02/06/2018	Regular	0.00	200.00	19982
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>9857-2017-101</u>	Invoice	02/06/2018	Paramedic Response Supplies	0.00	200.00	
	<u>01.10.62204.00</u>	PARAMEDIC RESPONSE S	Paramedic Response Supplies		200.00	
01097	MidAmerica	02/06/2018	Regular	0.00	384.00	19983
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>MAR6285</u>	Invoice	02/06/2018	Retirees' Health Insurance	0.00	384.00	
	<u>01.00.60231.00</u>	RETIRES' HEALTH INSUR	Retirees' Health Insurance		384.00	
01019	Myers-Stevens & Toohey & Co Inc	02/06/2018	Regular	0.00	2,214.00	19984
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1267017</u>	Invoice	02/06/2018	Volunteer LOS	0.00	2,214.00	
	<u>01.10.60064.01</u>	VOLUNTEER LENGTH OF S	Volunteer LOS		2,214.00	
01020	PG&E	02/06/2018	Regular	0.00	1,417.16	19985
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>23Jan18 Stmt</u>	Invoice	02/06/2018	Utilities	0.00	1,417.16	
	<u>01.14.61702.00</u>	GAS AND ELECTRIC	Utilities		1,417.16	
01188	Staples Credit Plan	02/06/2018	Regular	0.00	236.84	19986
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>28Feb18 Due Dat</u>	Invoice	02/06/2018	Office Supplies	0.00	236.84	
	<u>01.05.62000.00</u>	OFFICE SUPPLIES	Office Supplies		236.84	
01047	XMR Fire Emergency Svcs Consulting	02/06/2018	Regular	0.00	3,243.74	19987
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2018-011</u>	Invoice	02/06/2018	Web Page Design and Maint	0.00	3,243.74	
	<u>01.05.61122.00</u>	WEB PAGE DESIGN AND	Web Page Design and Maint		3,243.74	
01114	Craig A. Dow	02/13/2018	Regular	0.00	2,970.50	19988

Check Report

Date Range: 02/01/2018 - 02/28/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>15Feb18 P/R</u>	Invoice	02/13/2018	Disability Advance	0.00	2,970.50	
	<u>01.00.12003.00</u>		DISABILITY ADVANCE PAY		2,970.50	
01018	Mark Mills	02/13/2018	Regular	0.00	3,963.00	19989
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>15Feb18 P/R</u>	Invoice	02/13/2018	Disability Advance	0.00	3,963.00	
	<u>01.00.12003.00</u>		DISABILITY ADVANCE PAY		3,963.00	
01000	American Messaging	02/15/2018	Regular	0.00	149.18	19990
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>W4106073SB</u>	Invoice	02/15/2018	DISPATCH	0.00	149.18	
	<u>01.10.61100.00</u>		DISPATCH		149.18	
01212	Andre Horn	02/15/2018	Regular	0.00	1,600.00	19991
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>005-18</u>	Invoice	02/15/2018	PHYSICALS	0.00	1,600.00	
	<u>01.05.61127.00</u>		PHYSICALS		1,600.00	
01026	AT&T Calnet	02/15/2018	Regular	0.00	477.51	19992
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>10837247</u>	Invoice	02/15/2018	TELEPHONE	0.00	159.17	
	<u>01.14.61705.00</u>		TELEPHONE		159.17	
<u>10837248</u>	Invoice	02/15/2018	TELEPHONE	0.00	159.17	
	<u>01.14.61705.00</u>		TELEPHONE		159.17	
<u>10837250</u>	Invoice	02/15/2018	TELEPHONE	0.00	159.17	
	<u>01.14.61705.00</u>		TELEPHONE		159.17	
01230	BAUER COMPRESSORS	02/15/2018	Regular	0.00	2,797.65	19993
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>235931</u>	Invoice	02/15/2018	breathing apparatus	0.00	1,446.67	
	<u>01.10.62211.00</u>		BREATHING APPARATUS-C		1,446.67	
<u>235933</u>	Invoice	02/15/2018	breathing apparatus	0.00	1,350.98	
	<u>01.10.62211.00</u>		BREATHING APPARATUS-C		1,350.98	
01054	BoundTree Medical	02/15/2018	Regular	0.00	41.31	19994
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>82754847</u>	Invoice	02/15/2018	emergency medical supplies	0.00	41.31	
	<u>01.10.62205.00</u>		EMERGENCY MEDICAL SU		41.31	
01231	buck's saw service, inc	02/15/2018	Regular	0.00	9.68	19995
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>341477</u>	Invoice	02/15/2018	equipment maintenance	0.00	9.68	
	<u>01.10.61410.00</u>		EQUIPMENT MAINTENAN		9.68	
01232	Citygate Associates, LLC	02/15/2018	Regular	0.00	855.75	19996
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>24493</u>	Invoice	02/15/2018	other contract services	0.00	855.75	
	<u>01.05.61105.00</u>		OTHER CONTRACT SERVI		855.75	
01176	Costco Wholesale	02/15/2018	Regular	0.00	180.00	19997

Check Report

Date Range: 02/01/2018 - 02/28/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0000982</u>	Invoice	02/15/2018	publications and dues	0.00	180.00	
	<u>01.05.61300.00</u>		PUBLICATIONS AND DUES		180.00	
01015	Curtis Tools	02/15/2018	Regular	0.00	471.55	19998
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>inv154784</u>	Invoice	02/15/2018	protective clothing	0.00	471.55	
	<u>01.10.62213.00</u>		PROTECTIVE CLOTHING		471.55	
01136	David E. Stasiowski	02/15/2018	Regular	0.00	149.00	19999
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2/1/18</u>	Invoice	02/15/2018	training and education	0.00	149.00	
	<u>01.10.61000.00</u>		TRAINING AND EDUCATIO		149.00	
01233	department of justice	02/15/2018	Regular	0.00	98.00	20000
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>285554</u>	Invoice	02/15/2018	physicals	0.00	98.00	
	<u>01.05.61127.00</u>		PHYSICALS		98.00	
01064	Everbank Commercial Finance Inc	02/15/2018	Regular	0.00	204.45	20001
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>5034452</u>	Invoice	02/15/2018	office equipment	0.00	204.45	
	<u>01.14.63041.00</u>		OFFICE EQUIPMENT		204.45	
01017	Fairfax Lumber	02/15/2018	Regular	0.00	119.56	20002
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>154415</u>	Invoice	02/15/2018	general department supplies	0.00	98.11	
	<u>01.05.62200.00</u>		GENERAL DEPARTMENT S		98.11	
<u>154535</u>	Invoice	02/15/2018	building maintenance station	0.00	21.45	
	<u>01.14.61500.20</u>		BUILDING MAINTENANCE		21.45	
01006	FASIS	02/15/2018	Regular	0.00	10,906.00	20003
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>fasis-2017-1367</u>	Invoice	02/15/2018	worker compensation insur	0.00	10,906.00	
	<u>01.00.60215.00</u>		WORKERS' COMPENSATI		10,906.00	
01049	Fishman Supply Company	02/15/2018	Regular	0.00	1,709.24	20004
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1110866</u>	Invoice	02/15/2018	janitorial maintenance supplies	0.00	278.40	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		278.40	
<u>1111705</u>	Invoice	02/15/2018	janitorial maintenance supplies	0.00	172.27	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		172.27	
<u>1115423</u>	Invoice	02/15/2018	janitorial maintenance supplies	0.00	565.51	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		565.51	
<u>1115425</u>	Invoice	02/15/2018	janitorial maintenance supplies	0.00	106.60	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		106.60	
<u>1115425.1</u>	Invoice	02/15/2018	janitorial maintenance supplies	0.00	50.66	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		50.66	
<u>1115430</u>	Invoice	02/15/2018	janitorial maintenance supplies	0.00	62.38	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		62.38	

Check Report

Date Range: 02/01/2018 - 02/28/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<u>1115430.1</u>	Invoice	02/15/2018	janitorial maintenance supplies	0.00	53.75	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		53.75	
<u>1118419</u>	Invoice	02/15/2018	janitorial maintenance supplies	0.00	181.96	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		181.96	
<u>118090</u>	Invoice	02/15/2018	janitorial maintenance supplies	0.00	237.71	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		237.71	
01007	Golden Gate Petroleum	02/15/2018	Regular	0.00	178.70	20005
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>715305</u>	Invoice	02/15/2018	fuel	0.00	178.70	
	<u>01.25.62988.00</u>		FUEL		178.70	
01050	Golden State Emergency Veh Svc	02/15/2018	Regular	0.00	608.23	20006
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>C1010001</u>	Invoice	02/15/2018	repairs vehicle	0.00	608.23	
	<u>01.25.61600.00</u>		REPAIRS VEHICLE		608.23	
01082	Leete Generators	02/15/2018	Regular	0.00	1,031.81	20007
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>30367</u>	Invoice	02/15/2018	building maintenance station	0.00	442.98	
	<u>01.14.61500.21</u>		BUILDING MAINTENANCE		442.98	
<u>30368</u>	Invoice	02/15/2018	building maintenance station	0.00	588.83	
	<u>01.14.61500.20</u>		BUILDING MAINTENANCE		588.83	
01034	Liebert Cassidy Whitmore	02/15/2018	Regular	0.00	208.00	20008
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>1443621</u>	Invoice	02/15/2018	attorney/legal fees	0.00	208.00	
	<u>01.05.61107.00</u>		ATTORNEY/LEGAL FEES		208.00	
01211	Mark Clementi PhD	02/15/2018	Regular	0.00	1,370.00	20009
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>02-05-18</u>	Invoice	02/15/2018	physical	0.00	1,370.00	
	<u>01.05.61127.00</u>		PHYSICALS		1,370.00	
01044	Maze & Associates	02/15/2018	Regular	0.00	750.00	20010
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>27166</u>	Invoice	02/15/2018	audit & bookkeeping services	0.00	750.00	
	<u>01.05.61103.00</u>		AUDIT & BOOKEEPING SE		750.00	
01234	Napa Auto Parts	02/15/2018	Regular	0.00	142.26	20011
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>INV0000983</u>	Invoice	02/15/2018	BURN TRAILER MAINTENANCE	0.00	142.26	
	<u>01.25.61411.00</u>		BURN TRAILER MAINTEN		142.26	
01147	Town of Ross	02/15/2018	Regular	0.00	21,967.63	20012
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>INV0000984</u>	Invoice	02/15/2018	building maintenance station 18	0.00	17,123.63	
	<u>01.14.61500.18</u>		BUILDING MAINTENANCE		17,123.63	
<u>Jan-Mar 2018</u>	Invoice	02/15/2018	utility	0.00	4,844.00	
	<u>01.14.61702.00</u>		GAS AND ELECTRIC		4,264.00	

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Date Range: 02/01/2018 - 02/28/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>01.14.61703.00</u>	WATER	utility		580.00	
01073	U S Bank	02/15/2018	Regular	0.00	8,510.91	20013
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>01-22-2018</u>	Invoice	02/15/2018	credit card charge	0.00	8,510.91	
<u>01.05.61121.00</u>	COMPUTER SOFTWARE/S	credit card charge	23.88			
<u>01.05.61122.00</u>	WEB PAGE DESIGN AND	credit card charge	190.18			
<u>01.05.61300.00</u>	PUBLICATIONS AND DUES	credit card charge	191.38			
<u>01.05.62003.00</u>	POSTAGE	credit card charge	15.99			
<u>01.05.62200.00</u>	GENERAL DEPARTMENT S	credit card charge	14.10			
<u>01.05.62200.00</u>	GENERAL DEPARTMENT S	credit card charge	149.95			
<u>01.10.61000.00</u>	TRAINING AND EDUCATIO	credit card charge	600.58			
<u>01.10.61101.00</u>	RADIO REPAIR	credit card charge	45.53			
<u>01.10.62213.00</u>	PROTECTIVE CLOTHING	credit card charge	1,656.19			
<u>01.10.63131.00</u>	EQUIPMENT	credit card charge	98.51			
<u>01.14.61500.19</u>	BUILDING MAINTENANCE	credit card charge	197.10			
<u>01.14.61500.21</u>	BUILDING MAINTENANCE	credit card charge	334.54			
<u>01.14.61705.00</u>	TELEPHONE	credit card charge	554.60			
<u>01.14.62206.00</u>	JANITORIAL MAINTENAN	credit card charge	184.87			
<u>01.14.63042.00</u>	EXERCISE EQUIPMENT	credit card charge	3,852.57			
<u>01.25.62988.00</u>	FUEL	credit card charge	18.13			
<u>01.25.62989.00</u>	PARTS VEHICLE	credit card charge	382.81			
	Void	02/15/2018	Regular	0.00	0.00	20014
01098	Verizon Wireless	02/15/2018	Regular	0.00	551.16	20015
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>9800507039</u>	Invoice	02/15/2018	telephone	0.00	551.16	
<u>01.14.61705.00</u>	TELEPHONE	telephone	551.16			
01018	Mark Mills	02/16/2018	Regular	0.00	3,963.00	20016
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>31Jan2018</u>	Invoice	01/29/2018	Disability Advance	0.00	3,963.00	
<u>01.00.12003.00</u>	DISABILITY ADVANCE PAY	Disability Advance	3,963.00			
01078	Cascade Fire Equipment	02/20/2018	Regular	0.00	8,557.75	20017
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>075474</u>	Invoice	02/20/2018	Protective Clothing; Equipment	0.00	8,557.75	
<u>01.10.62213.00</u>	PROTECTIVE CLOTHING	Protective Clothing; Equipment	2,906.25			
<u>01.10.63131.00</u>	EQUIPMENT	Protective Clothing; Equipment	5,651.50			
01078	Cascade Fire Equipment	02/20/2018	Regular	0.00	1,040.60	20018
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>078271</u>	Invoice	02/20/2018	Equipment	0.00	1,040.60	
<u>01.10.63131.00</u>	EQUIPMENT	Equipment	1,040.60			
01015	Curtis Tools	02/20/2018	Regular	0.00	1,938.36	20019
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>Sales Order 3824</u>	Invoice	02/20/2018	Equipment	0.00	1,938.36	
<u>01.10.63131.00</u>	EQUIPMENT	Equipment	1,938.36			
01114	Craig A. Dow	02/23/2018	Regular	0.00	2,970.50	20020

Check Report

Date Range: 02/01/2018 - 02/28/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<u>28Feb18 P/R</u>	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/23/2018	Disability Advance	0.00	2,970.50	
	<u>01.00.12003.00</u>		DISABILITY ADVANCE PAY		2,970.50	
01013	AFLAC Business Services	02/26/2018	Regular	0.00	381.21	20021
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>290887</u>	Invoice	02/26/2018	Cafeteria Health Plan	0.00	381.21	
	<u>01.00.60200.00</u>		CAFETERIA HEALTH PLAN		381.21	
01224	Bob Murray & Associates	02/27/2018	Regular	0.00	2,365.88	20022
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>7614</u>	Invoice	02/27/2018	Other Contract Services	0.00	2,365.88	
	<u>01.05.61105.00</u>		OTHER CONTRACT SERVI		2,365.88	
01202	CDCE Inc	02/27/2018	Regular	0.00	3,198.32	20023
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>133427</u>	Invoice	02/27/2018	Communications Equipment	0.00	3,198.32	
	<u>01.10.63150.00</u>		COMMUNICATIONS EQUI		3,198.32	
01226	CSG Consultants	02/27/2018	Regular	0.00	4,775.00	20024
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>16452</u>	Invoice	02/27/2018	Other Contract Services	0.00	4,775.00	
	<u>01.05.61105.00</u>		OTHER CONTRACT SERVI		4,775.00	
01102	Discovery Office Systems	02/27/2018	Regular	0.00	12.98	20025
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>117953</u>	Invoice	02/27/2018	Genl Dept Supplies	0.00	12.98	
	<u>01.05.62200.00</u>		GENERAL DEPARTMENT S		12.98	
01017	Fairfax Lumber	02/27/2018	Regular	0.00	12.87	20026
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>156564</u>	Invoice	02/27/2018	Bldg Maint Station 18	0.00	12.87	
	<u>01.14.61500.18</u>		BUILDING MAINTENANCE		12.87	
01218	John Paul da Roza	02/27/2018	Regular	0.00	90.00	20027
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>6Jan18 Shift</u>	Invoice	02/27/2018	Vol Shift Pay/Drills	0.00	90.00	
	<u>01.10.60060.01</u>		VOLUNTEER SHIFT PAY/D		90.00	
01035	Marin County Sheriff's Office	02/27/2018	Regular	0.00	39,665.13	20028
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>10544</u>	Invoice	02/27/2018	Dispatch	0.00	39,665.13	
	<u>01.10.61100.00</u>		DISPATCH		39,665.13	
01095	Richards Watson Gershon	02/27/2018	Regular	0.00	247.00	20029
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>215606</u>	Invoice	02/27/2018	Attorney/Legal Fees	0.00	247.00	
	<u>01.05.61107.00</u>		ATTORNEY/LEGAL FEES		247.00	
01182	The Copy Shop	02/27/2018	Regular	0.00	111.83	20030

Check Report

Date Range: 02/01/2018 - 02/28/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>8671</u>	Invoice	02/27/2018	Community Ed & Prep	0.00	111.83	
	<u>01.10.62220.00</u>		COMMUNITY EDUCATION		111.83	
01157	P.E.R.S.	02/12/2018	Bank Draft	0.00	41,332.58	DFT0000664
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0001019</u>	Invoice	02/12/2018	02.28.2018 PERS unfunded liability	0.00	41,332.58	
	<u>01.00.60100.00</u>		RETIREMENT		41,211.70	
	<u>01.00.60100.00</u>		RETIREMENT		97.35	
	<u>01.00.60100.00</u>		RETIREMENT		22.98	
	<u>01.00.60100.00</u>		RETIREMENT		0.55	
01097	MidAmerica	02/15/2018	Bank Draft	0.00	23,977.35	DFT0000665
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0001020</u>	Invoice	02/15/2018	MidAmerica retiree health reimb 03.01.2	0.00	23,977.35	
	<u>01.00.60231.00</u>		RETIREE'S HEALTH INSUR		23,977.35	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	97	63	0.00	160,263.19
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-491.07
Bank Drafts	2	2	0.00	65,309.93
EFT's	0	0	0.00	0.00
	99	67	0.00	225,082.05

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	97	63	0.00	160,263.19
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-491.07
Bank Drafts	2	2	0.00	65,309.93
EFT's	0	0	0.00	0.00
	99	67	0.00	225,082.05

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH	2/2018	225,082.05
			225,082.05



Ross Valley Fire, CA

Check Report

By Check Number

Date Range: 03/01/2018 - 03/31/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
01047	XMR Fire Emergency Svcs Consulting	03/07/2018	Regular	0.00	1,381.50	20031
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>2018-012</u>	Invoice	03/07/2018	Fire Prevention	0.00	712.50	
	<u>01.15.61131.00</u>		FIRE PREVENTION		712.50	
<u>2018-013</u>	Invoice	03/07/2018	Computer Software/Support	0.00	669.00	
	<u>01.05.61121.00</u>		COMPUTER SOFTWARE/S		669.00	
			Computer Software/Support			
01235	California Fire Exploring Association	03/08/2018	Regular	0.00	1,600.00	20032
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>8Mar18 Email</u>	Invoice	03/08/2018	Explorer Post	0.00	1,600.00	
	<u>01.10.60065.02</u>		EXPLORER POST		1,600.00	
01114	Craig A. Dow	03/08/2018	Regular	0.00	2,970.50	20033
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>15Mar18 PR</u>	Invoice	03/08/2018	Disability Advance	0.00	2,970.50	
	<u>01.00.12003.00</u>		DISABILITY ADVANCE PAY		2,970.50	
01000	American Messaging	03/13/2018	Regular	0.00	149.10	20034
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>W4106073SC</u>	Invoice	03/13/2018	Dispatch	0.00	149.10	
	<u>01.10.61100.00</u>		DISPATCH		149.10	
01026	AT&T Calnet	03/13/2018	Regular	0.00	570.50	20035
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>10976389</u>	Invoice	03/13/2018	Telephone	0.00	190.16	
	<u>01.14.61705.00</u>		TELEPHONE		190.16	
<u>10976390</u>	Invoice	03/13/2018	Telephone	0.00	190.16	
	<u>01.14.61705.00</u>		TELEPHONE		190.16	
<u>10976392</u>	Invoice	03/13/2018	Telephone	0.00	190.18	
	<u>01.14.61705.00</u>		TELEPHONE		190.18	
01059	AT&T Mobility	03/13/2018	Regular	0.00	1,067.44	20036
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>02232018</u>	Invoice	03/13/2018	Telephone	0.00	1,067.44	
	<u>01.14.61705.00</u>		TELEPHONE		1,067.44	
01061	Bickmore	03/13/2018	Regular	0.00	5,900.00	20037
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>BRS-0016479</u>	Invoice	03/13/2018	Other Contract Svcs	0.00	5,900.00	
	<u>01.05.61105.00</u>		OTHER CONTRACT SERVI		5,900.00	
			Other Contract Svcs			
01054	BoundTree Medical	03/13/2018	Regular	0.00	1,739.28	20038

Check Report

Date Range: 03/01/2018 - 03/31/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>82767272</u>	Invoice	03/13/2018	Paramedic Response Supplies	0.00	416.20	
	<u>01.10.62204.00</u>		PARAMEDIC RESPONSE S		416.20	
<u>82782102</u>	Invoice	03/13/2018	Paramedic Response Supplies	0.00	477.18	
	<u>01.10.62204.00</u>		PARAMEDIC RESPONSE S		477.18	
<u>82783463</u>	Invoice	03/13/2018	Paramedic Response Supplies	0.00	467.44	
	<u>01.10.62204.00</u>		PARAMEDIC RESPONSE S		467.44	
<u>82783464</u>	Invoice	03/13/2018	Paramedic Response Supplies	0.00	172.92	
	<u>01.10.62204.00</u>		PARAMEDIC RESPONSE S		172.92	
<u>82783465</u>	Invoice	03/13/2018	Paramedic Response Supplies	0.00	205.54	
	<u>01.10.62204.00</u>		PARAMEDIC RESPONSE S		205.54	
01015	Curtis Tools	03/13/2018	Regular	0.00	460.01	20039
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV161085</u>	Invoice	03/13/2018	Protective Clothing	0.00	460.01	
	<u>01.10.62213.00</u>		PROTECTIVE CLOTHING		460.01	
01125	Daniel J. Mahoney	03/13/2018	Regular	0.00	43.59	20040
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2Mar18 Ck Reque</u>	Invoice	03/13/2018	Telephone	0.00	43.59	
	<u>01.14.61705.00</u>		TELEPHONE		43.59	
01029	Department of Justice	03/13/2018	Regular	0.00	49.00	20041
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>291281</u>	Invoice	03/13/2018	Hiring Expenses	0.00	49.00	
	<u>01.05.61129.00</u>		HIRING EXPENSES		49.00	
01213	Emergency Equipment Mgmt Inc	03/13/2018	Regular	0.00	211.05	20042
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>63868</u>	Invoice	03/13/2018	Explorer Post	0.00	211.05	
	<u>01.10.60065.02</u>		EXPLORER POST		211.05	
01017	Fairfax Lumber	03/13/2018	Regular	0.00	11.76	20043
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>156855</u>	Invoice	03/13/2018	Exercise Equipment	0.00	11.76	
	<u>01.14.63042.00</u>		EXERCISE EQUIPMENT		11.76	
01049	Fishman Supply Company	03/13/2018	Regular	0.00	566.26	20044
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1115425.2</u>	Invoice	03/13/2018	Janitorial Maintenance Supplies	0.00	92.14	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		92.14	
<u>Order 1122094</u>	Invoice	03/13/2018	Janitorial Maintenance Supplies	0.00	474.12	
	<u>01.14.62206.00</u>		JANITORIAL MAINTENAN		474.12	
01007	Golden Gate Petroleum	03/13/2018	Regular	0.00	1,280.07	20045
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>716140</u>	Invoice	03/13/2018	Fuel	0.00	587.97	
	<u>01.25.62988.00</u>		FUEL		587.97	
<u>716488</u>	Invoice	03/13/2018	Fuel	0.00	692.10	
	<u>01.25.62988.00</u>		FUEL		692.10	

Check Report

Date Range: 03/01/2018 - 03/31/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01234	Napa Auto Parts	03/13/2018	Regular	0.00	167.15	20046
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>000262</u>	Invoice	03/13/2018	Burn Trailer Maintenance	0.00	167.15	
	<u>01.25.61411.00</u>		BURN TRAILER MAINTEN		167.15	
01020	PG&E	03/13/2018	Regular	0.00	1,334.71	20047
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>22Feb18 Stmt</u>	Invoice	03/13/2018	Utilities	0.00	1,334.71	
	<u>01.14.61702.00</u>		GAS AND ELECTRIC		1,334.71	
01056	R & S Erection	03/13/2018	Regular	0.00	480.00	20048
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>78857</u>	Invoice	03/13/2018	Bldg Maint Station 19	0.00	480.00	
	<u>01.14.61500.19</u>		BUILDING MAINTENANCE		480.00	
01188	Staples Credit Plan	03/13/2018	Regular	0.00	256.17	20049
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>18Mar18 Stmt</u>	Invoice	03/13/2018	Office Supplies	0.00	256.17	
	<u>01.05.62000.00</u>		OFFICE SUPPLIES		256.17	
01182	The Copy Shop	03/13/2018	Regular	0.00	433.82	20050
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>8561</u>	Invoice	03/13/2018	Community Ed and Prep	0.00	433.82	
	<u>01.15.62220.00</u>		COMMUNITY EDUCATION		433.82	
01024	Totally Computer Inc	03/13/2018	Regular	0.00	1,460.00	20051
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>20635</u>	Invoice	03/13/2018	Software/Support	0.00	1,460.00	
	<u>01.05.61121.00</u>		COMPUTER SOFTWARE/S		1,460.00	
01073	U S Bank	03/13/2018	Regular	0.00	3,761.90	20052
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>22Feb18 Stmt</u>	Invoice	03/13/2018	Credit Card Charges	0.00	3,761.90	
	<u>01.05.61121.00</u>		COMPUTER SOFTWARE/S		169.00	
	<u>01.05.61122.00</u>		WEB PAGE DESIGN AND		191.66	
	<u>01.05.62000.00</u>		OFFICE SUPPLIES		12.63	
	<u>01.05.62003.00</u>		POSTAGE		115.99	
	<u>01.05.62200.00</u>		GENERAL DEPARTMENT S		367.00	
	<u>01.10.61000.00</u>		TRAINING AND EDUCATIO		1,564.03	
	<u>01.10.63131.00</u>		EQUIPMENT		214.35	
	<u>01.14.61500.21</u>		BUILDING MAINTENANCE		320.00	
	<u>01.14.61705.00</u>		TELEPHONE		554.60	
	<u>01.15.61131.00</u>		FIRE PREVENTION		101.19	
	<u>01.25.61600.00</u>		REPAIRS VEHICLE		49.95	
	<u>01.25.62989.00</u>		PARTS VEHICLE		101.50	
01098	Verizon Wireless	03/13/2018	Regular	0.00	639.90	20053
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>9802316831</u>	Invoice	03/13/2018	Telephones	0.00	639.90	
	<u>01.14.61705.00</u>		TELEPHONE		639.90	
01236	Ana Torres	03/22/2018	Regular	0.00	286.72	20054

Check Report

Date Range: 03/01/2018 - 03/31/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>21Mar18 WR</u>	Invoice	03/22/2018	Vehicle Repairs	0.00	286.72	
	<u>01.25.61600.00</u>	REPAIRS VEHICLE	Vehicle Repairs		286.72	
01224	Bob Murray & Associates	03/22/2018	Regular	0.00	1,694.84	20055
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>7647</u>	Invoice	03/22/2018	Hiring Expenses	0.00	1,694.84	
	<u>01.05.61129.00</u>	HIRING EXPENSES	Hiring Expenses		1,694.84	
01016	Diego Truck Repair Inc	03/22/2018	Regular	0.00	1,021.70	20056
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>54478</u>	Invoice	03/22/2018	Vehicle Repairs	0.00	1,021.70	
	<u>01.25.61600.00</u>	REPAIRS VEHICLE	Vehicle Repairs		1,021.70	
01064	Everbank Commercial Finance Inc	03/22/2018	Regular	0.00	204.45	20057
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>7Mar18 Invoice</u>	Invoice	03/22/2018	Office Equipment	0.00	204.45	
	<u>01.14.63041.00</u>	OFFICE EQUIPMENT	Office Equipment		204.45	
01017	Fairfax Lumber	03/22/2018	Regular	0.00	44.00	20058
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>157990</u>	Invoice	03/22/2018	Bldg Maint Station 21	0.00	38.23	
	<u>01.14.61500.21</u>	BUILDING MAINTENANCE	Bldg Maint Station 21		38.23	
<u>158071</u>	Invoice	03/22/2018	Bldg Maint Station 21	0.00	5.77	
	<u>01.14.61500.21</u>	BUILDING MAINTENANCE	Bldg Maint Station 21		5.77	
01150	Fire Safety Supply Inc	03/22/2018	Regular	0.00	609.67	20059
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>0108433</u>	Invoice	03/22/2018	Equipment Maintenance	0.00	609.67	
	<u>01.10.61410.00</u>	EQUIPMENT MAINTENAN	Equipment Maintenance		609.67	
01007	Golden Gate Petroleum	03/22/2018	Regular	0.00	220.75	20060
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>716886</u>	Invoice	03/22/2018	Fuel	0.00	220.75	
	<u>01.25.62988.00</u>	FUEL	Fuel		220.75	
01237	Hicks Valley Station Fund Sew Shop	03/22/2018	Regular	0.00	50.00	20061
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>125</u>	Invoice	03/22/2018	Vehicle Parts	0.00	50.00	
	<u>01.25.62989.00</u>	PARTS VEHICLE	Vehicle Parts		50.00	
01071	Occu-Med	03/22/2018	Regular	0.00	318.90	20062
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>0318842</u>	Invoice	03/22/2018	Physicals	0.00	318.90	
	<u>01.05.61127.00</u>	PHYSICALS	Physicals		318.90	
01114	Craig A. Dow	03/28/2018	Regular	0.00	2,970.50	20063

Check Report

Date Range: 03/01/2018 - 03/31/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>31Mar18 P/R</u>	Invoice	03/28/2018	Disability Advance	0.00	2,970.50	
	<u>01.00.12003.00</u>		DISABILITY ADVANCE PAY		2,970.50	
01162	FDAC Employee Benefit Authority	03/28/2018	Regular	0.00	19.70	20064
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>Apr 2018 Reconc</u>	Invoice	03/28/2018	Cafeteria Plan	0.00	19.70	
	<u>01.00.20270.00</u>		STANDARD LIFE INS. WIT		19.70	
01097	MidAmerica	03/19/2018	Bank Draft	0.00	23,977.35	DFT0000705
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0001093</u>	Invoice	03/19/2018	MidAmerica retiree health reimb 04.01.2	0.00	23,977.35	
	<u>01.00.60231.00</u>		RETIRES' HEALTH INSUR		23,977.35	
01157	P.E.R.S.	03/12/2018	Bank Draft	0.00	41,332.60	DFT0000706
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0001094</u>	Invoice	03/12/2018	03.31.2018 PERS unfunded liability	0.00	41,332.60	
	<u>01.00.60100.00</u>		RETIREMENT		41,211.72	
	<u>01.00.60100.00</u>		RETIREMENT		97.35	
	<u>01.00.60100.00</u>		RETIREMENT		22.98	
	<u>01.00.60100.00</u>		RETIREMENT		0.55	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	44	34	0.00	33,974.94
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	65,309.95
EFT's	0	0	0.00	0.00
	46	36	0.00	99,284.89

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	44	34	0.00	33,974.94
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	65,309.95
EFT's	0	0	0.00	0.00
	46	36	0.00	99,284.89

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH	3/2018	99,284.89
			99,284.89

Ross Valley Fire Dept

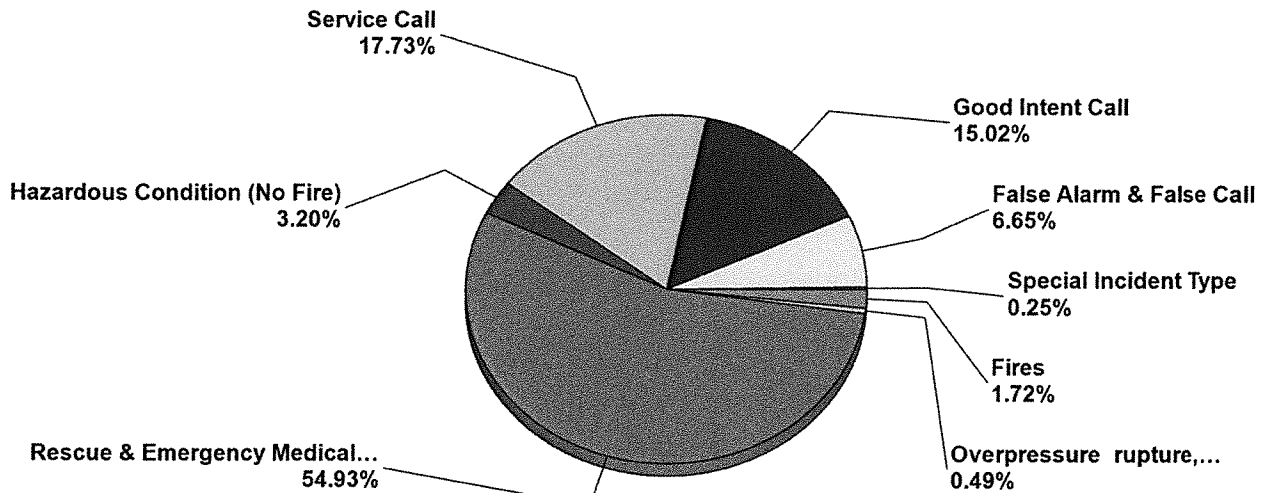
San Anselmo, CA

This report was generated on 4/6/2018 10:32:38 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2018 | End Date: 03/31/2018



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	1.72%
Overpressure rupture, explosion, overheating - no fire	2	0.49%
Rescue & Emergency Medical Service	223	54.93%
Hazardous Condition (No Fire)	13	3.20%
Service Call	72	17.73%
Good Intent Call	61	15.02%
False Alarm & False Call	27	6.65%
Special Incident Type	1	0.25%
TOTAL	406	100.00%

AGENDA ITEM # 3B
Date 4/11/18

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	4	0.99%
113 - Cooking fire, confined to container	1	0.25%
130 - Mobile property (vehicle) fire, other	1	0.25%
154 - Dumpster or other outside trash receptacle fire	1	0.25%
251 - Excessive heat, scorch burns with no ignition	2	0.49%
311 - Medical assist, assist EMS crew	1	0.25%
320 - Emergency medical service, other	1	0.25%
321 - EMS call, excluding vehicle accident with injury	209	51.48%
322 - Motor vehicle accident with injuries	8	1.97%
323 - Motor vehicle/pedestrian accident (MV Ped)	4	0.99%
400 - Hazardous condition, other	1	0.25%
412 - Gas leak (natural gas or LPG)	3	0.74%
424 - Carbon monoxide incident	1	0.25%
440 - Electrical wiring/equipment problem, other	2	0.49%
444 - Power line down	6	1.48%
500 - Service Call, other	2	0.49%
522 - Water or steam leak	1	0.25%
531 - Smoke or odor removal	1	0.25%
550 - Public service assistance, other	12	2.96%
553 - Public service	34	8.37%
554 - Assist invalid	19	4.68%
571 - Cover assignment, standby, moveup	3	0.74%
600 - Good intent call, other	3	0.74%
611 - Dispatched & cancelled en route	30	7.39%
622 - No incident found on arrival at dispatch address	2	0.49%
650 - Steam, other gas mistaken for smoke, other	2	0.49%
651 - Smoke scare, odor of smoke	21	5.17%
652 - Steam, vapor, fog or dust thought to be smoke	2	0.49%
653 - Smoke from barbecue, tar kettle	1	0.25%
700 - False alarm or false call, other	4	0.99%
730 - System malfunction, other	3	0.74%
731 - Sprinkler activation due to malfunction	1	0.25%
733 - Smoke detector activation due to malfunction	2	0.49%
734 - Heat detector activation due to malfunction	1	0.25%
740 - Unintentional transmission of alarm, other	3	0.74%
743 - Smoke detector activation, no fire - unintentional	7	1.72%
744 - Detector activation, no fire - unintentional	3	0.74%
745 - Alarm system activation, no fire - unintentional	3	0.74%
911 - Citizen complaint	1	0.25%
TOTAL INCIDENTS:	406	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 4/6/2018 10:33:01 AM



Incident Type Count per Station for Date Range

Start Date: 02/01/2018 | End Date: 03/31/2018

INCIDENT TYPE	# INCIDENTS
Station: 18 - STATION 18	
321 - EMS call, excluding vehicle accident with injury	24
322 - Motor vehicle accident with injuries	1
412 - Gas leak (natural gas or LPG)	1
531 - Smoke or odor removal	1
550 - Public service assistance, other	1
553 - Public service	2
554 - Assist invalid	2
571 - Cover assignment, standby, moveup	2
611 - Dispatched & cancelled en route	4
650 - Steam, other gas mistaken for smoke, other	2
651 - Smoke scare, odor of smoke	1
743 - Smoke detector activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	1

Incidents for 18 - Station 18 : 44

Station: 19 - STATION 19	
111 - Building fire	1
251 - Excessive heat, scorch burns with no ignition	2
321 - EMS call, excluding vehicle accident with injury	68
322 - Motor vehicle accident with injuries	4
323 - Motor vehicle/pedestrian accident (MV Ped)	3
412 - Gas leak (natural gas or LPG)	2
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	2
522 - Water or steam leak	1
550 - Public service assistance, other	3
553 - Public service	11
554 - Assist invalid	6
611 - Dispatched & cancelled en route	7

Only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	7
652 - Steam, vapor, fog or dust thought to be smoke	1
700 - False alarm or false call, other	1
733 - Smoke detector activation due to malfunction	1
740 - Unintentional transmission of alarm, other	3
743 - Smoke detector activation, no fire - unintentional	2
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	2

Incidents for 19 - Station 19: 131

Station: 20 - STATION 20	
113 - Cooking fire, confined to container	1
130 - Mobile property (vehicle) fire, other	1
321 - EMS call, excluding vehicle accident with injury	42
400 - Hazardous condition, other	1
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	2
550 - Public service assistance, other	2
553 - Public service	9
554 - Assist invalid	3
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	5
651 - Smoke scare, odor of smoke	4
652 - Steam, vapor, fog or dust thought to be smoke	1
700 - False alarm or false call, other	2
730 - System malfunction, other	1
731 - Sprinkler activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	2
911 - Citizen complaint	1

Incidents for 20 - Station 20: 80

Station: 21 - STATION 21	
111 - Building fire	3
154 - Dumpster or other outside trash receptacle fire	1
311 - Medical assist, assist EMS crew	1
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	75

Only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
322 - Motor vehicle accident with injuries	3
323 - Motor vehicle/pedestrian accident (MV Ped)	1
424 - Carbon monoxide incident	1
444 - Power line down	2
500 - Service Call, other	2
550 - Public service assistance, other	6
553 - Public service	12
554 - Assist invalid	8
571 - Cover assignment, standby, moveup	1
600 - Good intent call, other	2
611 - Dispatched & cancelled en route	14
651 - Smoke scare, odor of smoke	9
653 - Smoke from barbecue, tar kettle	1
700 - False alarm or false call, other	1
730 - System malfunction, other	2
733 - Smoke detector activation due to malfunction	1
734 - Heat detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	2
744 - Detector activation, no fire - unintentional	1

Incidents for 21 - Station 21:

151

Only REVIEWED incidents included.



Ross Valley Fire, CA

Budget Report Account Summary

For Fiscal: 2017-2018 Period Ending: 03/31/2018

		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	1,399,354.47	-466,451.53	75.00 %
<u>01.00.47502.00</u>	ROSS	1,859,101.00	1,859,101.00	154,925.08	1,394,325.72	-464,775.28	75.00 %
<u>01.00.47503.00</u>	SAN ANSELMO	3,246,346.00	3,246,346.00	270,528.83	2,434,759.47	-811,586.53	75.00 %
<u>01.00.47504.00</u>	SLEEPY HOLLOW	1,024,992.00	1,024,992.00	85,416.00	768,744.02	-256,247.98	75.00 %
<u>01.00.47505.00</u>	PRIOR AUTHORITY SIDE FUND PYM	50,451.00	50,451.00	4,204.24	37,838.16	-12,612.84	75.00 %
<u>01.00.47507.00</u>	PRIOR AUTHORITY RETIREE HEALTH	198,007.00	198,007.00	16,500.58	148,505.22	-49,501.78	75.00 %
<u>01.00.47508.00</u>	PRIOR AUTHORITY MERA BOND	38,250.00	38,250.00	3,187.50	28,687.50	-9,562.50	75.00 %
<u>01.00.47510.00</u>	PRIOR AUTHORITY RETIREMENT	770,709.00	770,709.00	64,225.77	578,031.91	-192,677.09	75.00 %
<u>01.00.49501.00</u>	COUNTY OF MARIN	159,620.00	159,620.00	0.00	0.00	-159,620.00	0.00 %
<u>01.00.49502.00</u>	OES REIMBURSEMENT OUT OF CO	0.00	204,174.00	0.00	90,033.19	-114,140.81	44.10 %
<u>01.00.49503.00</u>	OES REIMB. PRIOR YEAR	0.00	8,224.00	0.00	8,223.96	-0.04	100.00 %
<u>01.00.49504.00</u>	RVPA REIMBURSEMENT MEDIC PR	0.00	199,000.00	0.00	0.00	-199,000.00	0.00 %
<u>01.00.49506.00</u>	RVPA RENTAL	28,835.00	28,835.00	0.00	28,834.95	-0.05	100.00 %
<u>01.00.49507.00</u>	LAIF INTEREST	2,500.00	2,500.00	0.00	3,422.39	922.39	136.90 %
<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	13,495.16	191,008.14	-50,791.86	78.99 %
<u>01.00.49511.00</u>	RE-SALE INSPECTION FEES	46,500.00	46,500.00	4,770.90	29,485.65	-17,014.35	63.41 %
<u>01.00.49512.00</u>	MISCELLANEOUS INCOME	2,500.00	2,500.00	-81.36	612.91	-1,887.09	24.52 %
<u>01.00.49513.00</u>	WORKERS COMP REIMBURSEMENT	0.00	65,000.00	2,643.30	79,115.75	14,115.75	121.72 %
<u>01.00.49514.00</u>	MLFT REIMBURSEMENT	2,000.00	2,000.00	0.00	2,345.14	345.14	117.26 %
<u>01.00.49523.00</u>	APPARATUS REPLACEMENT	200,000.00	200,000.00	12,773.33	159,546.64	-40,453.36	79.77 %
<u>01.00.49524.00</u>	TECHNOLOGY FEES	21,700.00	21,700.00	1,374.87	18,396.50	-3,303.50	84.78 %
<u>01.00.49525.00</u>	TRAINING REIMB	0.00	0.00	1,000.00	8,475.00	8,475.00	0.00 %
<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	10,342,856.00	790,448.03	7,409,746.69	-2,933,109.31	71.64 %
Revenue Total:		9,866,458.00	10,342,856.00	790,448.03	7,409,746.69	-2,933,109.31	71.64 %
Expense							
Department: 00 - UNDESIGNATED							
<u>01.00.60000.00</u>	REGULAR SALARIES	3,816,400.00	3,533,661.00	280,689.13	2,536,914.62	996,746.38	71.79 %
<u>01.00.60010.00</u>	TEMPORARY HIRE	5,000.00	96,000.00	7,370.84	61,383.27	34,616.73	63.94 %
<u>01.00.60020.00</u>	MINIMUM STAFFING	601,040.00	1,225,000.00	87,862.45	866,370.89	358,629.11	70.72 %
<u>01.00.60021.00</u>	HOURLY OVERTIME	81,000.00	81,000.00	6,413.14	58,737.89	22,262.11	72.52 %
<u>01.00.60024.00</u>	SHIFT DIFFERENTIAL OT	40,000.00	20,000.00	708.07	14,793.38	5,206.62	73.97 %
<u>01.00.60025.00</u>	OT OES RESPONSE	0.00	166,079.00	0.00	166,079.27	-0.27	100.00 %
<u>01.00.60026.00</u>	OT TRAINING	35,000.00	35,000.00	793.57	1,971.74	33,028.26	5.63 %
<u>01.00.60027.00</u>	HOLIDAY	178,662.00	165,967.00	12,340.66	117,974.96	47,992.04	71.08 %
<u>01.00.60028.00</u>	PARAMEDIC TRAINING OVERTIME	0.00	21,415.00	0.00	2,576.74	18,838.26	12.03 %
<u>01.00.60029.00</u>	FLSA O/T	99,457.00	89,696.00	6,739.50	60,787.30	28,908.70	67.77 %
<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	62,000.00	0.00	61,373.11	626.89	98.99 %
<u>01.00.60039.00</u>	EXECUTIVE OFFICER	8,000.00	3,600.00	300.00	2,700.00	900.00	75.00 %
<u>01.00.60040.00</u>	BOARD MEMBER STIPEND	3,600.00	8,000.00	0.00	5,800.00	2,200.00	72.50 %
<u>01.00.60100.00</u>	RETIREMENT	1,582,840.00	1,197,915.00	96,583.29	887,742.81	310,172.19	74.11 %
<u>01.00.60200.00</u>	CAFETERIA HEALTH PLAN	784,107.00	631,486.00	47,889.08	448,807.89	182,678.11	71.07 %
<u>01.00.60210.00</u>	RETIREE HEALTH SAVINGS MATCH	15,834.00	13,711.00	1,189.02	8,105.20	5,605.80	59.11 %
<u>01.00.60215.00</u>	WORKERS' COMPENSATION INSUR	0.00	350,638.00	0.00	325,883.00	24,755.00	92.94 %

AGENDA ITEM # 30
Date 4/4/18

Budget Report

For Fiscal: 2017-2018 Period Ending: 03/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<u>01.00.60220.00</u>	PAYROLL TAXES	68,590.00	77,308.00	5,495.37	54,959.33	22,348.67	71.09 %
<u>01.00.60221.00</u>	HOUSING ALLOWANCE	51,600.00	41,404.00	2,800.00	28,590.04	12,813.96	69.05 %
<u>01.00.60223.00</u>	UNIFORM REIMBURSEMENT	24,480.00	21,975.00	1,740.00	15,670.69	6,304.31	71.31 %
<u>01.00.60225.00</u>	EDUCATION REIMBURSEMENT	96,731.00	87,773.00	7,131.13	60,379.73	27,393.27	68.79 %
<u>01.00.60231.00</u>	RETIREE'S HEALTH INSURANCE	696,858.00	971,858.00	23,977.35	225,279.87	746,578.13	23.18 %
<u>01.00.61113.00</u>	WORKERS COMP CLAIMS	0.00	300.00	0.00	0.00	300.00	0.00 %
<u>01.00.61115.00</u>	LIABILITY INSURANCE	0.00	24,500.00	0.00	17,171.00	7,329.00	70.09 %
<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	478,000.00	278,000.00	478,000.00	0.00	100.00 %
Department: 00 - UNDESIGNATED Total:		8,791,645.00	9,418,286.00	868,022.60	6,508,052.73	2,910,233.27	69.10 %
Department: 05 - ADMINISTRATION							
<u>01.05.61103.00</u>	AUDIT & BOOKEEPING SERVICES	22,000.00	29,500.00	394.90	21,130.10	8,369.90	71.63 %
<u>01.05.61105.00</u>	OTHER CONTRACT SERVICES	25,000.00	111,973.00	5,900.00	37,007.35	74,965.65	33.05 %
<u>01.05.61107.00</u>	ATTORNEY/LEGAL FEES	10,000.00	10,000.00	0.00	2,283.00	7,717.00	22.83 %
<u>01.05.61112.00</u>	PERS ADMINISTRATIVE FEE	2,800.00	2,800.00	0.00	1,979.66	820.34	70.70 %
<u>01.05.61120.00</u>	CONTRACT SERVICES-SAN ANSELMO	80,000.00	80,000.00	0.00	40,000.00	40,000.00	50.00 %
<u>01.05.61121.00</u>	COMPUTER SOFTWARE/SUPPORT	37,250.00	37,250.00	2,307.95	14,581.13	22,668.87	39.14 %
<u>01.05.61122.00</u>	WEB PAGE DESIGN AND MAINTENANCE	6,100.00	6,100.00	191.66	6,697.38	-597.38	109.79 %
<u>01.05.61127.00</u>	PHYSICALS	21,000.00	21,000.00	318.90	17,788.32	3,211.68	84.71 %
<u>01.05.61129.00</u>	HIRING EXPENSES	4,000.00	8,800.00	1,743.84	9,016.57	-216.57	102.46 %
<u>01.05.61300.00</u>	PUBLICATIONS AND DUES	4,000.00	4,000.00	0.00	2,781.98	1,218.02	69.55 %
<u>01.05.62000.00</u>	OFFICE SUPPLIES	4,500.00	4,500.00	268.80	2,348.96	2,151.04	52.20 %
<u>01.05.62003.00</u>	POSTAGE	1,000.00	1,000.00	115.99	247.85	752.15	24.79 %
<u>01.05.62200.00</u>	GENERAL DEPARTMENT SUPPLIES	8,000.00	12,000.00	367.00	8,767.56	3,232.44	73.06 %
<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	379,374.00	11,609.04	215,017.16	164,356.84	56.68 %
Department: 10 - OPERATIONS							
<u>01.10.60060.01</u>	VOLUNTEER SHIFT PAY/DRILLS	17,400.00	17,400.00	420.00	1,270.02	16,129.98	7.30 %
<u>01.10.60064.01</u>	VOLUNTEER LENGTH OF SERVICE	3,200.00	3,200.00	0.00	5,010.25	-1,810.25	156.57 %
<u>01.10.60065.02</u>	EXPLORER POST	4,400.00	4,400.00	1,811.05	1,910.78	2,489.22	43.43 %
<u>01.10.60220.01</u>	PAYROLL TAXES - VOLUNTEER	0.00	0.00	6.09	7.54	-7.54	0.00 %
<u>01.10.61000.00</u>	TRAINING AND EDUCATION	35,500.00	35,500.00	2,064.03	13,262.55	22,237.45	37.36 %
<u>01.10.61100.00</u>	DISPATCH	158,662.00	158,662.00	149.10	120,492.95	38,169.05	75.94 %
<u>01.10.61101.00</u>	RADIO REPAIR	4,000.00	4,000.00	0.00	843.93	3,156.07	21.10 %
<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>01.10.61103.00</u>	HAZARDOUS MATERIAL CONTRACT	8,925.00	8,925.00	0.00	8,925.00	0.00	100.00 %
<u>01.10.61110.00</u>	MEAL 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	0.00	0.00	0.00	0.00	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	609.67	6,934.21	865.79	88.90 %
<u>01.10.62203.00</u>	EMERGENCY RESPONSE SUPPLIES	4,000.00	4,000.00	0.00	793.58	3,206.42	19.84 %
<u>01.10.62204.00</u>	PARAMEDIC RESPONSE SUPPLIES	17,000.00	17,000.00	1,739.28	18,129.96	-1,129.96	106.65 %
<u>01.10.62205.00</u>	EMERGENCY MEDICAL SUPPLIES	7,500.00	7,500.00	0.00	3,833.13	3,666.87	51.11 %
<u>01.10.62210.00</u>	BREATHING APPARATUS	5,700.00	5,700.00	0.00	354.33	5,345.67	6.22 %
<u>01.10.62211.00</u>	BREATHING APPARATUS-CONTRACT	6,900.00	6,900.00	0.00	2,797.65	4,102.35	40.55 %
<u>01.10.62213.00</u>	PROTECTIVE CLOTHING	8,000.00	8,000.00	460.01	5,761.51	2,238.49	72.02 %
<u>01.10.62220.00</u>	COMMUNITY EDUCATION & PREP.	0.00	0.00	-111.83	0.00	0.00	0.00 %
<u>01.10.63131.00</u>	EQUIPMENT	21,500.00	21,500.00	214.35	17,606.51	3,893.49	81.89 %
<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	4,603.27	5,396.73	46.03 %
<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>	MEAL 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	434,942.00	7,361.75	292,078.62	142,863.38	67.15 %
Department: 14 - FACILITIES							
<u>01.14.61500.00</u>	BUILDING MAINTENANCE AND LAN	6,000.00	6,000.00	0.00	78.04	5,921.96	1.30 %
<u>01.14.61500.18</u>	BUILDING MAINTENANCE STATION	15,000.00	35,000.00	0.00	25,297.92	9,702.08	72.28 %

Budget Report

For Fiscal: 2017-2018 Period Ending: 03/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<u>01.14.61500.19</u>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	480.00	4,111.37	10,888.63	27.41 %
<u>01.14.61500.20</u>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	6,810.94	8,189.06	45.41 %
<u>01.14.61500.21</u>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	364.00	9,065.33	5,934.67	60.44 %
<u>01.14.61702.00</u>	GAS AND ELECTRIC	24,344.00	29,000.00	1,334.71	26,959.17	2,040.83	92.96 %
<u>01.14.61703.00</u>	WATER	3,946.00	5,000.00	155.77	4,622.91	377.09	92.46 %
<u>01.14.61704.00</u>	SEWER	2,563.00	2,563.00	0.00	2,311.20	251.80	90.18 %
<u>01.14.61705.00</u>	TELEPHONE	35,000.00	35,000.00	2,876.03	24,868.29	10,131.71	71.05 %
<u>01.14.62206.00</u>	JANITORIAL MAINTENANCE SUPPLI	14,600.00	10,600.00	566.26	5,057.77	5,542.23	47.71 %
<u>01.14.62501.00</u>	FURNISHINGS	2,500.00	3,600.00	0.00	3,538.78	61.22	98.30 %
<u>01.14.63041.00</u>	OFFICE EQUIPMENT	11,000.00	11,000.00	204.45	4,665.53	6,334.47	42.41 %
<u>01.14.63042.00</u>	EXERCISE EQUIPMENT	12,500.00	12,500.00	11.76	7,434.66	5,065.34	59.48 %
<u>01.14.63044.00</u>	TECHNOLOGY PURCHASES	21,700.00	21,700.00	0.00	286.19	21,413.81	1.32 %
Department: 14 - FACILITIES Total:		194,153.00	216,963.00	5,992.98	125,108.10	91,854.90	57.66 %
Department: 15 - COMMUNITY RISK REDUCTION							
<u>01.15.60220.00</u>	PAYROLL TAXES - COMMUNITY EDU	0.00	0.00	0.00	12.99	-12.99	0.00 %
<u>01.15.61131.00</u>	FIRE PREVENTION	4,500.00	4,500.00	813.69	2,179.20	2,320.80	48.43 %
<u>01.15.62220.00</u>	COMMUNITY EDUCATION & PREP.	8,000.00	8,000.00	545.65	5,693.27	2,306.73	71.17 %
Department: 15 - COMMUNITY RISK REDUCTION Total:		12,500.00	12,500.00	1,359.34	7,885.46	4,614.54	63.08 %
Department: 25 - FLEET							
<u>01.25.61411.00</u>	BURN TRAILER MAINTENANCE	4,100.00	4,100.00	167.15	309.41	3,790.59	7.55 %
<u>01.25.61600.00</u>	REPAIRS VEHICLE	100,000.00	100,000.00	1,358.37	63,395.59	36,604.41	63.40 %
<u>01.25.62988.00</u>	FUEL	30,750.00	44,750.00	1,500.82	17,532.58	27,217.42	39.18 %
<u>01.25.62989.00</u>	PARTS VEHICLE	6,200.00	6,200.00	151.50	5,770.29	429.71	93.07 %
Department: 25 - FLEET Total:		141,050.00	155,050.00	3,177.84	87,007.87	68,042.13	56.12 %
Expense Total:		9,853,591.00	10,617,115.00	897,523.55	7,235,149.94	3,381,965.06	68.15 %
Fund: 01 - GENERAL FUND Surplus (Deficit):		12,867.00	-274,259.00	-107,075.52	174,596.75	448,855.75	-63.66 %
Fund: 05 - MUTUAL AID FUND							
Revenue							
Department: 00 - UNDESIGNATED							
<u>05.00.49502.00</u>	OES REIMBURSEMENT OUT OF CO	0.00	0.00	4,284.81	4,284.81	4,284.81	0.00 %
Department: 00 - UNDESIGNATED Total:		0.00	0.00	4,284.81	4,284.81	4,284.81	0.00 %
Revenue Total:		0.00	0.00	4,284.81	4,284.81	4,284.81	0.00 %
Fund: 05 - MUTUAL AID FUND Total:		0.00	0.00	4,284.81	4,284.81	4,284.81	0.00 %
Fund: 10 - INSURANCE FUND							
Revenue							
Department: 00 - UNDESIGNATED							
<u>10.00.51999.00</u>	TRANSFERS IN	338,446.00	0.00	0.00	0.00	0.00	0.00 %
Department: 00 - UNDESIGNATED Total:		338,446.00	0.00	0.00	0.00	0.00	0.00 %
Revenue Total:		338,446.00	0.00	0.00	0.00	0.00	0.00 %
Expense							
Department: 00 - UNDESIGNATED							
<u>10.00.60215.00</u>	WORKERS' COMPENSATION INSUR	313,646.00	0.00	0.00	0.00	0.00	0.00 %
<u>10.00.61113.00</u>	WORKERS COMP CLAIMS	300.00	0.00	0.00	0.00	0.00	0.00 %
<u>10.00.61115.00</u>	LIABILITY INSURANCE	24,500.00	0.00	0.00	0.00	0.00	0.00 %
Department: 00 - UNDESIGNATED Total:		338,446.00	0.00	0.00	0.00	0.00	0.00 %
Expense Total:		338,446.00	0.00	0.00	0.00	0.00	0.00 %
Fund: 10 - INSURANCE FUND Surplus (Deficit):		0.00	0.00	0.00	0.00	0.00	0.00 %
Fund: 15 - VEHICLE FUND							
Revenue							
Department: 00 - UNDESIGNATED							
<u>15.00.49512.00</u>	PROCEED OF SALES	0.00	0.00	0.00	9,000.00	9,000.00	0.00 %

Budget Report

For Fiscal: 2017-2018 Period Ending: 03/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<u>15.00.51999.00</u>	TRANSFERS IN	200,000.00	478,000.00	278,000.00	478,000.00	0.00	100.00 %
	Department: 00 - UNDESIGNATED Total:	200,000.00	478,000.00	278,000.00	487,000.00	9,000.00	101.88 %
	Revenue Total:	200,000.00	478,000.00	278,000.00	487,000.00	9,000.00	101.88 %
Expense							
	Department: 00 - UNDESIGNATED						
<u>15.00.63154.00</u>	VEHICLE PURCHASE	0.00	432,698.00	0.00	0.00	432,698.00	0.00 %
	Department: 00 - UNDESIGNATED Total:	0.00	432,698.00	0.00	0.00	432,698.00	0.00 %
	Expense Total:	0.00	432,698.00	0.00	0.00	432,698.00	0.00 %
	Fund: 15 - VEHICLE FUND Surplus (Deficit):	200,000.00	45,302.00	278,000.00	487,000.00	441,698.00	1,075.01 %
Fund: 25 - ROSS VALLEY PARAMEDIC AUTHORITY							
Revenue							
	Department: 00 - UNDESIGNATED						
<u>25.00.49504.00</u>	RVPA REIMBURSEMENT MEDIC PR	219,554.00	0.00	0.00	0.00	0.00	0.00 %
	Department: 00 - UNDESIGNATED Total:	219,554.00	0.00	0.00	0.00	0.00	0.00 %
	Revenue Total:	219,554.00	0.00	0.00	0.00	0.00	0.00 %
Expense							
	Department: 00 - UNDESIGNATED						
<u>25.00.60000.00</u>	SALARIES	190,240.00	0.00	0.00	0.00	0.00	0.00 %
<u>25.00.60025.00</u>	OT OES RESPONSE	1,624.00	0.00	0.00	0.00	0.00	0.00 %
<u>25.00.60028.00</u>	PARAMEDIC TRAINING OVERTIME	27,690.00	0.00	0.00	0.00	0.00	0.00 %
	Department: 00 - UNDESIGNATED Total:	219,554.00	0.00	0.00	0.00	0.00	0.00 %
	Expense Total:	219,554.00	0.00	0.00	0.00	0.00	0.00 %
	Fund: 25 - ROSS VALLEY PARAMEDIC AUTHORITY Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00	0.00 %
	Report Surplus (Deficit):	212,867.00	-228,957.00	175,209.29	665,881.56	894,838.56	-290.83 %

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	10,342,856.00	790,448.03	7,409,746.69	-2,933,109.31	71.64 %
Revenue Total:	9,866,458.00	10,342,856.00	790,448.03	7,409,746.69	-2,933,109.31	71.64 %
Expense						
00 - UNDESIGNATED	8,791,645.00	9,418,286.00	868,022.60	6,508,052.73	2,910,233.27	69.10 %
05 - ADMINISTRATION	276,101.00	379,374.00	11,609.04	215,017.16	164,356.84	56.68 %
10 - OPERATIONS	438,142.00	434,942.00	7,361.75	292,078.62	142,863.38	67.15 %
14 - FACILITIES	194,153.00	216,963.00	5,992.98	125,108.10	91,854.90	57.66 %
15 - COMMUNITY RISK REDUCTION	12,500.00	12,500.00	1,359.34	7,885.46	4,614.54	63.08 %
25 - FLEET	141,050.00	155,050.00	3,177.84	87,007.87	68,042.13	56.12 %
Expense Total:	9,853,591.00	10,617,115.00	897,523.55	7,235,149.94	3,381,965.06	68.15 %
Fund: 01 - GENERAL FUND Surplus (Deficit):	12,867.00	-274,259.00	-107,075.52	174,596.75	448,855.75	-63.66 %
Fund: 05 - MUTUAL AID FUND						
Revenue						
00 - UNDESIGNATED	0.00	0.00	4,284.81	4,284.81	4,284.81	0.00 %
Revenue Total:	0.00	0.00	4,284.81	4,284.81	4,284.81	0.00 %
Fund: 05 - MUTUAL AID FUND Total:	0.00	0.00	4,284.81	4,284.81	4,284.81	0.00 %
Fund: 10 - INSURANCE FUND						
Revenue						
00 - UNDESIGNATED	338,446.00	0.00	0.00	0.00	0.00	0.00 %
Revenue Total:	338,446.00	0.00	0.00	0.00	0.00	0.00 %
Expense						
00 - UNDESIGNATED	338,446.00	0.00	0.00	0.00	0.00	0.00 %
Expense Total:	338,446.00	0.00	0.00	0.00	0.00	0.00 %
Fund: 10 - INSURANCE FUND Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00	0.00 %
Fund: 15 - VEHICLE FUND						
Revenue						
00 - UNDESIGNATED	200,000.00	478,000.00	278,000.00	487,000.00	9,000.00	101.88 %
Revenue Total:	200,000.00	478,000.00	278,000.00	487,000.00	9,000.00	101.88 %
Expense						
00 - UNDESIGNATED	0.00	432,698.00	0.00	0.00	432,698.00	0.00 %
Expense Total:	0.00	432,698.00	0.00	0.00	432,698.00	0.00 %
Fund: 15 - VEHICLE FUND Surplus (Deficit):	200,000.00	45,302.00	278,000.00	487,000.00	441,698.00	1,075.01 %
Fund: 25 - ROSS VALLEY PARAMEDIC AUTHORITY						
Revenue						
00 - UNDESIGNATED	219,554.00	0.00	0.00	0.00	0.00	0.00 %
Revenue Total:	219,554.00	0.00	0.00	0.00	0.00	0.00 %
Expense						
00 - UNDESIGNATED	219,554.00	0.00	0.00	0.00	0.00	0.00 %
Expense Total:	219,554.00	0.00	0.00	0.00	0.00	0.00 %
Fund: 25 - ROSS VALLEY PARAMEDIC AUTHORITY Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00	0.00 %
Report Surplus (Deficit):	212,867.00	-228,957.00	175,209.29	665,881.56	894,838.56	-290.83 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	12,867.00	-274,259.00	-107,075.52	174,596.75	448,855.75
05 - MUTUAL AID FUND	0.00	0.00	4,284.81	4,284.81	4,284.81
10 - INSURANCE FUND	0.00	0.00	0.00	0.00	0.00
15 - VEHICLE FUND	200,000.00	45,302.00	278,000.00	487,000.00	441,698.00
25 - ROSS VALLEY PARAMEDIC AU	0.00	0.00	0.00	0.00	0.00
Report Surplus (Deficit):	212,867.00	-228,957.00	175,209.29	665,881.56	894,838.56

Ross Valley Fire Board
Meeting Minutes

Wednesday, February 14, 2018

Board members: Lacques, Reed, Greene, Brown, Brekhus, Shortall, Finn.
Kuhl absent.

No public addressed the board.

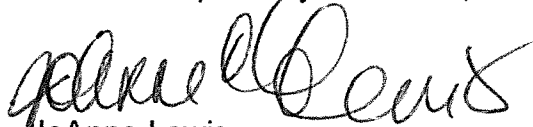
Consent Agenda: Steve Lamb, Resident of San Anselmo, asked a question about the line item Minimum Staffing and what it was. Acting Chief Meagor explained that it was the overtime line in the budget. M/S Greene/Finn to accept Consent as presented. All ayes.

Mid-Year Budget Review – Finance Director Helen Yu Scott presented the staff report and thanked staff for providing support in putting together the Mid-Year Budget Review. She presented the changes to the budget and combining the funds that were created in the prior budget back into the regular budget. M/S Greene/Finn to approve Resolution revising the FY 1718 budget as presented. All ayes.

Wildland Urban Interface Fire preparedness presentation by Fire Safe Marin (Member Shortall and Todd Lando). Member Lacques suggested having a larger community meeting with all members of the jurisdiction to get neighborhoods to form together. Member Greene mentioned that it would be more productive to have smaller meetings within each community, instead of a larger meeting. Member Shortall spoke that Fire Safe Marin would be happy to attend meetings in each area, so that you can get people talking to their neighbors. Acting Chief Meagor replied that there have been two meetings in Fairfax within the past few months. There have been other county-wide meetings that have been held as well. He is excited about the Firewise Communities because they bring together smaller neighborhoods. It's better to work in smaller groups than in larger groups because neighbors can plan and work together.

Update on the status of Fire Chief Recruitment and Executive Management Shared Services. Acting Chief Meagor updated the board on the current status of the process. Ads and flyers have been sent out and the due date for applications for Fire Chief is March 16th. Chief Weber and Acting Chief Meagor are working together to establish deliverables for the Shared Services between RVFD and MCFD.


Minutes respectfully submitted,


JoAnne Lewis
Administrative Assistant

AGENDA ITEM # 30
Date 4/11/18

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: April 11, 2018

To: Board of Directors
From:  Roger Meagor, Acting Fire Chief
Subject: Firefighter Appointments

RECOMMENDATION:

For the Board to acknowledge and file the staff report.

DISCUSSION:

On March 16, 2018, the Department hired four new firefighters, Tomas Pastalka, Andrew Juric, James Barona and Benjamin Herbertson. The Firefighter/Engineer position has a salary range that includes five steps ("A" through "E"). Normally, new firefighters start at Step "A" with scheduled 12 month intervals between step increases.

Ross Valley Fire Department Civil Service System Rules and Regulations (adopted by Board Resolution 01-02) provides that in the event a new employee, upon entering the Department, is found to possess extraordinary qualifications for the position through former training or experience or in the event of demonstrated inability to recruit at the first step due to extreme scarcity of qualified personnel, the Fire Chief with the approval of the Executive Officer may authorize the appointment at a higher step than the first step of the salary range and such action must be reported to the Board of Directors and their next regular meeting.

Prior to starting with our Department, Andrew Juric worked for Windsor Fire Department and James Barona worked for Marin County Fire Department. Both firefighters' previous experience and training warrants them to start at a salary step higher than Step "A". Based on their previous training and experience and the recognition of the significant reduction in the time required prior functioning as an Engineer (fire apparatus driver operator) James Barona and Andrew Juric have been placed at Firefighter/Engineer Step "C".

FISCAL IMPACT:

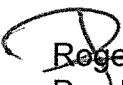
Ross Valley Fire Department requires, because of the two person engine companies, all Firefighter/Engineers function as a fire apparatus drive operator prior to going on shift. The normal training period for new employees to reach the driver operator level is at least 9 months. In the case of Andrew Juric and James Barona, their training period is expected to be 10 weeks. The savings realized for the reduction in future overtime costs far exceed the fiscal impact of the advanced salary step placement.

AGENDA ITEM # 3E
Date 4/11/18

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: April 11, 2018

To: Board of Directors

From:  Roger Meagor, Acting Fire Chief
Dan Mahoney, Battalion Chief

Subject: Wildland Fire Prevention 2018

RECOMMENDATIONS:

1. That the Board acknowledge and file the report.
2. That the Board provide direction to staff as appropriate.

BACKGROUND:

At the February Board meeting, FIRESafe Marin (Todd Lando and Rich Shortall) gave a presentation which included an overview of FIRESafe Marin, local fire history, FireWise Communities and the recent Sleepy Hollow Prevention efforts.

DISCUSSION:

As a result of the presentation and the discussion that followed, staff would like to update the Board on current fire prevention efforts and potential options for additional outreach.

Engine Company Defensible Space Inspections: Each year the Department performs engine company level defensible space inspections. The original engine company inspection program actually began in the late 1970's in San Anselmo. The program has gone through multiple changes through the years. For this year's efforts the program will use engine company personnel to conduct initial assessment and inspections in targeted areas. Follow-up inspections will be completed utilizing contract personnel. Staff is estimating the personnel will issue a least 150 correction notices.

Resale Inspections: All homes sold in Ross, San Anselmo, and Fairfax receive a Fire Department resale inspection. Fire Department personnel check for compliance with defensible space requirements. Last year there were 285 inspections.

Construction Inspections: All construction projects within the Wildland-urban interface (WUI), which require a Fire Department inspection, must also meet defensible space requirements. Projects that meet the definition of a "substantial remodel" in the WUI are required to complete a vegetation management plan. Last year the department processed 182 construction projects and 12 vegetation management plans.

AGENDA ITEM # 4
Date 4/11/18

Fire Hazard Complaints: Each year the Department receives dozens of fire hazard complaints. This year, in the wake of the October fires, we anticipate the number of complaints to increase substantially. Citizens can report a fire hazard via our website or by calling the fire department. All complaints are followed up by Department personnel. Last year the Department received 34 hazard complaints.

FireWise Communities: The Department, in partnership with FIRESafe Marin, encourages and supports Firewise communities. Since last September, Fairfax has added one FireWise Community and three other neighborhoods are working through the approval process.

Grant Funding: For the several years the Department has received multiple small grants from PG&E through FIRESafe Marin as well as funding from FIRESafe Marin to support chipper days. This year, the Department submitted additional grant requests to PG&E for vegetation removal along roadways.

Additional Options: The Department has explored options for expanding the number of defensible space inspections, similar to the effort Sleepy Hollow Fire Protection District completed last year. Sleepy Hollow FPD, utilizing Marin County Fire Department seasonal staff, completed approximately 930 house by house inspections over a 10 day period. Approximately 400 notices were written. Follow up inspections were conducted by another round of seasonal fire inspectors over several days. If it appeared the homeowner was making an effort to complete the work, no additional follow up inspection or contact was completed. XMR Consulting coordinated the overall program, and conducted some of the initial and follow up inspections.

A similar “Enhanced Inspection Program” conducted by Ross Valley Fire would require contracting with a program coordinator to develop and manage the program. The coordinator would: conduct high hazard inspections; respond to questions and public information requests; conduct public relations including by social media and direct mail/email; develop education and training materials; organize inspection maps, planning and training; supervise seasonal inspectors; documentation, data collection, GIS, and mapping of inspection results and pre and post-inspection outcomes.

Ross Valley Fire has over 6,000 parcels within the Wildland-urban interface. The Department would contract with a private company or agency (MCFD) for a crew of 9-10 seasonal inspectors and 1 supervisor to conduct a defined number of wildfire hazard inspections in a targeted high-hazard area. Follow-up (2nd) inspections would be conducted 30 days later, ideally with a reduced crew of 3-4 seasonal inspectors. 3rd inspections would be conducted by a contract inspector.

The Department reached out to Marin County Fire to check the availability of utilizing County seasonal staff to conduct the inspections. County could potentially commit to 3 days for initial inspections, which would likely complete 250 initial inspections. An estimated cost for this effort, including the County seasonal inspectors, 1 supervisor, and a program coordinator is \$25,000 to \$30,000. Further analysis would need to be done to come up with a more refined cost estimate.


Conclusion: Staff is recommending continuing with current efforts including the engine company inspections, resale inspections, constructions inspection, hazard complaint follow-up, and FireWise support and expansion. Additionally, staff is recommending adding a contract inspector to assist with the engine company inspection program and hazard complaint follow-up. If the Board choses to move ahead with expanding the defensible space inspection program, utilizing the Sleepy Hollow model, it will be necessary to utilize contract personnel to plan and implement the entire program. There is a strong likelihood that the Department will receive some grant funding from PG&E for roadside clearance. The individual Towns may also want to consider spending additional funds to support roadside clearance and a roadside chipper project.

FISCAL IMPACT:

The fiscal impact for the enhanced defensible space inspection program is \$25,000 to \$30,000. Contract support for the current programs is approximately \$15,000.

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: April 11, 2018

To: Board of Directors
From:  Roger Meagor, Acting Fire Chief
Subject: MERA Representation

RECOMMENDATION:

For the Board to adopt Resolution 18-03, a resolution of the Ross Valley Fire Department appointing a representative and alternates to the Marin Emergency Radio Authority Board of Directors.

DISCUSSION:

As a member agency of Marin Emergency Radio Authority (MERA) Joint Powers Authority, Ross Valley Fire is entitled to appoint one representative and up to two alternates to the MERA Board of Directors. Since February 2016, Mark Mills has been the designated representative and Battalion Chief Tim Grasser and Board Member David Weinsoff have been the alternates.

Member Weinsoff is no longer on the board and Mark Mills no longer works for RVFD. As such it is necessary to update the resolution establishing the Department's representation to the MERA Board of Directors.

Attachment: Ross Valley Fire Service Resolution 18-03

AGENDA ITEM # 5
Date 4/11/18

RESOLUTION 18-03

A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT APPOINTING A REPRESENTATIVE AND ALTERNATES TO THE MARIN EMERGENCY RADIO AUTHORITY BOARD OF DIRECTORS

WHEREAS, the Federal Government has made certain radio frequencies available to local agencies in Marin County for the operation of a public safety and emergency radio system; and

WHEREAS, numerous local agencies within Marin County have entered into a Joint Powers Agreement establishing the Marin Emergency Radio Authority, including the County, all cities and towns, and numerous special districts; and

WHEREAS, pursuant to the Joint Powers Agreement, each member entity of the Radio Authority is entitled to appoint one representative and up to two alternates to the Board of Directors of the Authority; and

WHEREAS, Resolution 16-01 established Mark Mills as the representative and Tim Grasser and David Weinsoff as alternates; and

WHEREAS, Ross Valley Fire Department desires to make changes to its representation to the Marin Emergency Radio Authority.

NOW THEREFORE BE IT RESOLVED by the Ross Valley Fire Department as follows:

Section 1. The following individual is hereby designated as the representative to the Marin Emergency Radio Authority, and authorized to take all actions necessary to meet the duties and obligations of the Joint Powers Agreement:

Section 2. The following individual is hereby designated as the alternate representative to the Marin Emergency Radio Authority, and authorized to take all actions necessary to meet the duties and obligations of the Joint Powers Agreement in the absence of the designated representatives:

PASSED, APPROVED AND ADOPTED at a regular meeting of the Ross Valley Fire Department, held this 11th day of April 2018, by the following vote:

Ayes:

Noes:

Absent:

Abstentions:

Board President

Attest:

Administrative Assistant

I hereby certify that the above Resolution No. 18-03 was duly introduced, read and adopted by the Ross Valley Fire Department Board of Directors at a regular meeting held on April 11, 2018.

By: _____
Administrative Assistant

RESOLUTION 16-01

A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT APPOINTING A REPRESENTATIVE AND ALTERNATES TO THE MARIN EMERGENCY RADIO AUTHORITY BOARD OF DIRECTORS

WHEREAS, the Federal Government has made certain radio frequencies available to local agencies in Marin County for the operation of a public safety and emergency radio system; and

WHEREAS, numerous local agencies within Marin County have entered into a Joint Powers Agreement establishing the Marin Emergency Radio Authority, including the County, all cities and towns, and numerous special districts; and

WHEREAS, pursuant to the Joint Powers Agreement, each member entity of the Radio Authority is entitled to appoint one representative and up to two alternates to the Board of Directors of the Authority; and

WHEREAS, Resolution 13-05 established Richard Shortall as the representative and Roger Meagor and David Weinsoff as alternates; and

WHEREAS, Ross Valley Fire Department desires to make changes to its representation to the Marin Emergency Radio Authority.

NOW THEREFORE BE IT RESOLVED by the Ross Valley Fire Department as follows:

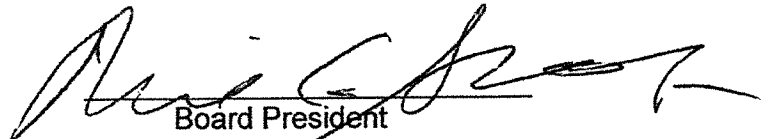
Section 1. The following individual is hereby designated as the representative to the Marin Emergency Radio Authority, and authorized to take all actions necessary to meet the duties and obligations of the Joint Powers Agreement: Mark Mills

Section 2. The following individual is hereby designated as the alternate representative to the Marin Emergency Radio Authority, and authorized to take all actions necessary to meet the duties and obligations of the Joint Powers Agreement in the absence of the designated representatives:

Battalion Chief Tim Grassler
Board Member David Weinsoff

PASSED, APPROVED AND ADOPTED at a regular meeting of the Ross Valley Fire Department, held this 10th day of February 2016, by the following vote:

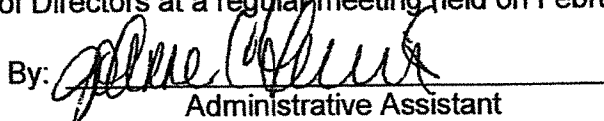
Ayes: 7
Noes: 0
Absent: 1
Abstentions: 0


Board President

Attest:


Administrative Assistant

I hereby certify that the above Resolution No. 16-01 was duly introduced, read and adopted by the Ross Valley Fire Department Board of Directors at a regular meeting held on February 10, 2016.

By: 
Administrative Assistant

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: April 11, 2018

To: Board of Directors

From:  Roger Meagor, Acting Fire Chief

Subject: Executive Management Shared Services and Fire Chief Recruitment

RECOMMENDATIONS:

1. That the Board receives an update on executive management shared services and Fire Chief recruitment.
2. That the Board set a date to hold a special meeting to further explore the options to fill the Fire Chief vacancy and receive the shared services executive summary

BACKGROUND

Since September, Ross Valley Fire has been exploring options to fill the vacant Fire Chief position. The options include conducting a traditional Fire Chief recruitment or entering into an agreement with another fire agency to provide a Fire Chief and administrative services. In November the Department held a public workshop to receive input from the Board, Department staff, and public. At the December Board meeting, Marin County Fire Chief Jason Weber gave a presentation outlining the basic concept of a shared service option. Following the presentation, in consideration of the discussions to date, the Board directed staff to continue to explore options, traditional fire chief recruitment and a shared service agreement with the Marin County Fire Department.

DISCUSSION:

The application period for the fire chief recruitment closed on March 16. The agenda for this evening's meeting includes a closed session item regarding the Fire Chief recruitment.

Chief Meagor and Chief Weber have been working with Stewart Gary from Citygate to prepare an executive summary for a contract for service with the Marin County Fire Department for Fire Chief and administrative services. It was staff's intention to bring the executive summary to the Board this evening; however Chief Weber is currently out of town. Staff is recommending that the Board hold a special meeting to further explore the options to fill the Fire Chief vacancy and receive the shared services executive summary.

AGENDA ITEM # 6
Date 4/11/18