



Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

AGENDAS & STAFF REPORTS ONLINE: <https://rossvalleyfire.org/about/board/board-meetings>
Email: sstettler@rossvalleyfire.org

**ROSS VALLEY FIRE DEPARTMENT
BOARD OF DIRECTORS AGENDA
Friday, January 12, 2024**

**San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo,
CA 94960, and via Zoom.**

<https://us06web.zoom.us/j/87525784388>

Or Telephone: +1 669 900 6833 | Webinar ID: 875 2578 4388

For callers *9 to raise your hand *6 to mute/unmute

Remote Access to Meeting Information: RVFD Board of Directors offers remote access to meetings via Zoom or through other internet or electronic access. Participation in the meeting via Zoom or other electronic access is provided as a courtesy to the public where no members of the Fire Board are attending the meeting via teleconference as defined in Government Code section 54953. When no members of the Fire Board are attending the meeting via teleconference if a technical error or outage occurs on the Zoom or electronic feed, the Fire Board may continue the meeting without waiting for Zoom or electronic access to return. Meetings are held in public at the San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960 unless otherwise noted in a specific agenda.

2:00 pm RVFD Board Special Meeting

1. **Call to order – 2:00 pm.**
2. Chief Report – Verbal update by Interim Fire Chief Mahoney
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 check register issued during November and December

[Item 3a – Check Register](#)

- b) Receive call report and out of jurisdiction report for November and December

[Item 3b – Call & Out of Jurisdiction Reports](#)

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- c) Receive current budget report

[Item 3c – Budget Report](#)

- d) Approve Minutes of the November 8, 2023, Board meeting

[Item 3d – Minutes November 8, 2023](#)

- e) Approve Minutes of the November 27, 2023, Special meeting

[Item 3d – Minutes November 27, 2023](#)

4. Appoint President and Vice President to the Ross Valley Fire Department Board of Directors for 2024 – Interim Fire Chief Mahoney

[Item 4 – Staff Report to Appoint President and Vice President to the Board for 2024](#)

5. Adopt Resolution 24-01 Updating the Meeting Location for Regular Meetings of the Ross Valley Fire Department Board of Directors. Board to Consider Adopting New Regular Meeting Dates and Providing Guidelines on Adding Items to the Agenda. – Interim Fire Chief Mahoney

[Item 5 – Staff Report for Location/Date/Agenda](#)
[Item 5 – Resolution 24-01 - Attachment #1](#)

6. Receive Update on Shared Services Discussions with Central Marin Fire Department and Direct Staff as Appropriate. – Interim Fire Chief Mahoney and Executive Officer Dave Donery

[Item 6 – Staff Report for Shared Services](#)
[Item 6 – Local Motion Solutions Leadership and Governance Study - Attachment #1](#)
[Item 6 – Staff Report Governance and Leadership Study - March 2023 - Attachment #2](#)

7. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.
8. Open time for public expression. The public is welcome to address the Board at this time on matters, not on the agenda. However, please be advised that pursuant to Government

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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 the posting of the agenda.

9. Adjourn

The next meeting is scheduled for Wednesday, February 14, 2024, in person at the San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960, and via zoom.

s/Samantha Stettler, 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.

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Ross Valley Fire, CA

Check Report

By Check Number

Date Range: 11/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
01472	PACE Supply Corp.	11/27/2023	Regular	0.00	-26,318.33	23370
01326	AMAZON.COM SERVICES LLC	11/02/2023	Regular	0.00	492.44	23413
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
1911-QJCX-6C6Q	Invoice	10/25/2023	10.25.2023 - MOEN REPLACEMENT PART	0.00	23.86	
	01.14.61500.00		BUILDING MAINTENANCE		23.86	
19PG-C7GV-C3CR	Invoice	10/26/2023	10.26.2023 - RESISTANCE BAND ORGANIZ	0.00	158.42	
	01.14.63042.00		EXERCISE EQUIPMENT		158.42	
1R4K-MC63-RM4	Invoice	10/30/2023	10.30.2023 - LED AUXILIARY TRUCK LIGHT	0.00	310.16	
	01.25.62989.00		FLEET PARTS		310.16	
01433	AT&T Corp	11/02/2023	Regular	0.00	2,668.95	23414
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
232839229	Invoice	10/27/2023	10.27.2023 - WIRELESS - 09.11.2023-10.1	0.00	2,668.95	
	01.14.61705.00		TELEPHONE		2,668.95	
01077	Dean Barsocchini	11/02/2023	Regular	0.00	1,350.00	23415
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006312	Invoice	11/02/2023	04.11.2023 - ROPE RESCUE TECHNICIAN C	0.00	900.00	
	01.10.61000.00		TRAINING AND EDUCATIO		900.00	
INV0006313	Invoice	11/02/2023	03.13.2023 - CSFT COMMAND 2E TRAINI	0.00	450.00	
	01.10.61000.00		TRAINING AND EDUCATIO		450.00	
01272	Diesel Direct West Inc	11/02/2023	Regular	0.00	1,698.18	23416
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
85457081	Invoice	10/26/2023	10.26.2023 - 100.1 GALLONS GASOLINE U	0.00	519.95	
	01.25.62988.00		FUEL		519.95	
85457082	Invoice	10/26/2023	10.26.2023 - 202.6 GALLONS CLEAR RENE	0.00	1,178.23	
	01.25.62988.00		FUEL		1,178.23	
01017	Fairfax Lumber	11/02/2023	Regular	0.00	19.60	23417
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
272994	Invoice	10/25/2023	10.25.2023 - DRAIN CLEANER	0.00	19.60	
	01.14.62206.00		JANITORIAL MAINTENAN		19.60	
01093	Martin & Harris	11/02/2023	Regular	0.00	246.48	23418
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
S51030	Invoice	10/20/2023	10.20.2023 - PANEL REPLACEMENT	0.00	246.48	
	01.14.61500.19		BUILDING MAINTENANCE		246.48	
01477	Tyler Fiske	11/02/2023	Regular	0.00	250.00	23419
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006314	Invoice	10/08/2023	10.08.2023 - PARAMEDIC RECERTIFICATIO	0.00	250.00	
	01.10.61000.00		TRAINING AND EDUCATIO		250.00	
01476	Emblem Enterprises, Inc.	11/06/2023	Regular	0.00	369.62	23420

Check Report

Date Range: 11/01/2023 - 11/30/2023

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		
902320	Invoice	10/17/2023	10.17.2023 - RVFD PATCHES - QTY 50	0.00	369.62	
	01.05.62200.00	GENERAL DEPARTMENT S	10.17.2023 - RVFD PATCHES - QT		369.62	
01475	EverBank, N.A.	11/06/2023	Regular	0.00	465.81	23421
9728410	Invoice	10/05/2023	10.05.2023 - KYOCERA TASKALFA COPIER	0.00	465.81	
	01.05.61105.00	OTHER CONTRACT SERVI	10.05.2023 - KYOCERA TASKALF		465.81	
01073	U.S. Bank (CalCARD)	11/06/2023	Regular	0.00	6,359.61	23422
INV0006273	Invoice	10/23/2023	09.22.2023 - MAHONEY - ZOOM	0.00	79.00	
	01.05.61105.00	OTHER CONTRACT SERVI	09.22.2023 - MAHONEY - ZOOM		79.00	
INV0006274	Invoice	10/23/2023	09.27.2023 - MAHONEY - MAILCHIMP	0.00	26.50	
	01.15.61903.00	MWPA Local Projects	09.27.2023 - MAHONEY - MAILC		26.50	
INV0006275	Invoice	10/23/2023	10.11.2023 - MAHONEY - DROPBOX	0.00	119.88	
	01.05.61121.00	COMPUTER SOFTWARE/S	10.11.2023 - MAHONEY - DROP		119.88	
INV0006276	Invoice	10/23/2023	10.16.2023 - MAHONEY - HOLIDAY INN O	0.00	424.42	
	01.10.61000.00	TRAINING AND EDUCATIO	10.16.2023 - MAHONEY - HOLID		424.42	
INV0006277	Invoice	10/23/2023	10.19.2023 - MAHONEY - HOLIDAY INN O	0.00	62.29	
	01.10.61000.00	TRAINING AND EDUCATIO	10.19.2023 - MAHONEY - HOLID		62.29	
INV0006278	Invoice	10/23/2023	10.22.2023 - MAHONEY - ZOOM	0.00	79.00	
	01.05.61105.00	OTHER CONTRACT SERVI	10.22.2023 - MAHONEY - ZOOM		79.00	
INV0006279	Invoice	10/23/2023	09.29.2023 - BASTIANON - CALIFORNIA C	0.00	495.00	
	01.15.61131.00	FIRE PREVENTION	09.29.2023 - BASTIANON - CALI		495.00	
INV0006280	Invoice	10/23/2023	10.18.2023 - BASTIANON - CONSERV FUEL	0.00	97.70	
	01.25.62988.00	FUEL	10.18.2023 - BASTIANON - CON		97.70	
INV0006282	Invoice	10/23/2023	10.19.2023 - BASTIANON - SPEEDWAY	0.00	62.32	
	01.25.62988.00	FUEL	10.19.2023 - BASTIANON - SPEE		62.32	
INV0006283	Invoice	10/23/2023	09.25.2023 - PETERSON - CROWN TROPH	0.00	137.86	
	01.05.62200.00	GENERAL DEPARTMENT S	09.25.2023 - PETERSON - CROW		137.86	
INV0006284	Invoice	10/23/2023	09.28.2023 - PETERSON - MAGNETICMIC.	0.00	331.81	
	15.00.63154.00	VEHICLE PURCHASE	09.28.2023 - PETERSON - MAGN		331.81	
INV0006285	Invoice	10/23/2023	10.16.2023 - POPKEN - TRANSBAY LOCK	0.00	392.64	
	01.05.62200.00	GENERAL DEPARTMENT S	10.16.2023 - POPKEN - TRANSB		392.64	
INV0006286	Invoice	10/23/2023	10.16.2023 - ILLINGWORTH - BARTON'S B	0.00	49.30	
	01.05.62200.00	GENERAL DEPARTMENT S	10.16.2023 - ILLINGWORTH - BA		49.30	
INV0006287	Invoice	10/23/2023	10.17.2023 - ILLINGWORTH - FIRE PROTEC	0.00	372.54	
	01.10.61000.00	TRAINING AND EDUCATIO	10.17.2023 - ILLINGWORTH - FIR		372.54	
INV0006288	Invoice	10/23/2023	10.18.2023 - ILLINGWORTH - CLARION BO	0.00	207.58	
	01.10.61000.00	TRAINING AND EDUCATIO	10.18.2023 - ILLINGWORTH - CL		207.58	
INV0006289	Invoice	10/23/2023	09.29.2023 - SHAW - CALIFORNIA CONFER	0.00	495.00	
	01.15.61131.00	FIRE PREVENTION	09.29.2023 - SHAW - CALIFORNI		495.00	
INV0006290	Invoice	10/23/2023	09.26.2023 - CUTTER - USPS	0.00	76.40	
	01.10.61902.00	MWPA DEFENDSIBLE SPA	09.26.2023 - CUTTER - USPS		76.40	
INV0006291	Invoice	10/23/2023	09.26.2023 - CUTTER - CHARGEPOINT INC	0.00	70.00	
	01.10.61902.00	MWPA DEFENDSIBLE SPA	09.26.2023 - CUTTER - CHARGE		70.00	
INV0006292	Invoice	10/23/2023	09.27.2023 - CUTTER - ALPINE SPRINGS W	0.00	113.85	
	01.10.61902.00	MWPA DEFENDSIBLE SPA	09.27.2023 - CUTTER - ALPINE S		113.85	
INV0006293	Invoice	10/23/2023	10.03.2023 - CUTTER - STAPLES	0.00	101.02	
	01.10.61902.00	MWPA DEFENDSIBLE SPA	10.03.2023 - CUTTER - STAPLES		101.02	

Check Report

Date Range: 11/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0006294	Invoice	10/23/2023	10.10.2023 - CUTTER - USPS	0.00	56.10	
	01.10.61902.00		MWPA DEFENDSIBLE SPA 10.10.2023 - CUTTER - USPS		56.10	
INV0006295	Invoice	10/23/2023	10.09.2023 - CUTTER - STAPLES	0.00	24.02	
	01.10.61902.00		MWPA DEFENDSIBLE SPA 10.09.2023 - CUTTER - STAPLES		24.02	
INV0006296	Invoice	10/23/2023	10.10.2023 - CUTTER - AT&T	0.00	171.20	
	01.10.61902.00		MWPA DEFENDSIBLE SPA 10.10.2023 - CUTTER - AT&T		171.20	
INV0006297	Invoice	10/23/2023	10.13.2023 - CUTTER - PEET'S COFFEE	0.00	65.90	
	01.10.61902.00		MWPA DEFENDSIBLE SPA 10.13.2023 - CUTTER - PEET'S C		65.90	
INV0006299	Invoice	10/23/2023	10.12.2023 - CUTTER - MOUNTAIN MIKE'S	0.00	662.71	
	01.10.61902.00		MWPA DEFENDSIBLE SPA 10.12.2023 - CUTTER - MOUNTA		662.71	
INV0006300	Invoice	10/23/2023	10.12.2023 - CUTTER - SAFEWAY	0.00	79.92	
	01.10.61902.00		MWPA DEFENDSIBLE SPA 10.12.2023 - CUTTER - SAFEWAY		79.92	
INV0006302	Invoice	10/23/2023	10.19.2023 - CUTTER - ETSY	0.00	65.55	
	01.10.61902.00		MWPA DEFENDSIBLE SPA 10.19.2023 - CUTTER - ETSY		65.55	
INV0006303	Invoice	10/23/2023	09.29.2023 - HERBERTSON - SAFEWAY	0.00	73.92	
	01.05.62200.00		GENERAL DEPARTMENT S 09.29.2023 - HERBERTSON - SAF		73.92	
INV0006304	Invoice	10/23/2023	10.04.2023 - HERBERTSON - MARIN AUTO	0.00	505.33	
	01.25.61600.00		FLEET MAINTENANCE/RE 10.04.2023 - HERBERTSON - MA		505.33	
INV0006305	Invoice	10/23/2023	09.24.2023 - STETTLER - STAMPS.COM	0.00	19.99	
	01.05.62003.00		POSTAGE 09.24.2023 - STETTLER - STAMP		19.99	
INV0006306	Invoice	10/23/2023	10.05.2023 - STETTLER - MARIN COFFEE R	0.00	23.04	
	01.05.62200.00		GENERAL DEPARTMENT S 10.05.2023 - STETTLER - MARIN		23.04	
INV0006307	Invoice	10/23/2023	10.15.2023 - STETTLER - TARGET	0.00	27.70	
	01.05.62200.00		GENERAL DEPARTMENT S 10.15.2023 - STETTLER - TARGET		27.70	
INV0006308	Invoice	10/23/2023	10.17.2023 - STETTLER - POSTAL SERVICES	0.00	32.33	
	01.05.61129.00		HIRING EXPENSES 10.17.2023 - STETTLER - POSTAL		32.33	
INV0006309	Invoice	10/23/2023	10.19.2023 - STETTLER - STAPLES	0.00	100.51	
	01.10.61000.00		TRAINING AND EDUCATIO 10.19.2023 - STETTLER - STAPLE		100.51	
INV0006310	Invoice	10/23/2023	09.23.2023 - GALLI - LN CURTIS	0.00	611.08	
	01.10.63131.00		EQUIPMENT 09.23.2023 - GALLI - LN CURTIS		611.08	
INV0006311	Invoice	10/23/2023	10.11.2023 - GALLI - SAFEWAY	0.00	46.20	
	01.05.62200.00		GENERAL DEPARTMENT S 10.11.2023 - GALLI - SAFEWAY		46.20	
	Void	11/06/2023	Regular	0.00	0.00	23423
	Void	11/06/2023	Regular	0.00	0.00	23424
01058	Able Tire & Brake	11/09/2023	Regular	0.00	342.24	23425
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
672189	Invoice	07/20/2023	07.20.2023 - SERVICE CALL - FLEET - STATI	0.00	342.24	
	01.25.62989.00		FLEET PARTS 07.20.2023 - SERVICE CALL - FLE		342.24	
01326	AMAZON.COM SERVICES LLC	11/09/2023	Regular	0.00	345.33	23426
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
1DVN-G9QC-6PG	Invoice	11/03/2023	11.03.2023 - SPIRAL CABLE WRAP	0.00	44.99	
	01.25.62989.00		FLEET PARTS 11.03.2023 - SPIRAL CABLE WRA		44.99	
1GRP-JQLR-7DKC	Invoice	11/08/2023	11.08.2023 - GARDEN HOSE AND NOZZLE	0.00	162.21	
	01.14.61500.19		BUILDING MAINTENANCE 11.08.2023 - GARDEN HOSE AN		162.21	
1KXX-YXYP-77QC	Invoice	11/08/2023	11.08.2023 - GARDEN HOSE	0.00	138.13	
	01.14.61500.20		BUILDING MAINTENANCE 11.08.2023 - GARDEN HOSE		138.13	
01230	BAUER COMPRESSORS	11/09/2023	Regular	0.00	2,842.60	23427

Check Report

Date Range: 11/01/2023 - 11/30/2023

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		
0000313712	Invoice	10/24/2023	10.24.2023 - COMPRESSOR SERVICE - LIVE	0.00	1,330.15	
	01.10.62211.00		BREATHING APPARATUS-C		1,330.15	
0000313713	Invoice	10/24/2023	10.24.2023 - COMPRESSOR SERVICE - LIVE	0.00	1,512.45	
	01.10.62211.00		BREATHING APPARATUS-C		900.00	
	01.25.61600.00		FLEET MAINTENANCE/RE		612.45	
01054	BoundTree Medical	11/09/2023	Regular	0.00	2,501.82	23428
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85131016	Invoice	10/23/2023	10.23.2023 - LIDOCAINE, AMIODARONE	0.00	98.36	
	01.10.62204.00		PARAMEDIC RESPONSE S		98.36	
85136524	Invoice	10/26/2023	10.26.2023 - BATTERY LP1000 LIFEPAK	0.00	2,403.46	
	01.10.62204.00		PARAMEDIC RESPONSE S		2,403.46	
01016	Diego Truck Repair Inc	11/09/2023	Regular	0.00	1,027.96	23429
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
67658	Invoice	10/05/2023	10.05.2023 - 2010 PIERCE ALL STEER	0.00	722.13	
	01.25.61600.00		FLEET MAINTENANCE/RE		722.13	
67689	Invoice	10/11/2023	10.11.2023 - 2023 PIERCE ENFORCER	0.00	305.83	
	01.25.61600.00		FLEET MAINTENANCE/RE		305.83	
01272	Diesel Direct West Inc	11/09/2023	Regular	0.00	1,201.65	23430
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85471269	Invoice	11/02/2023	11.02.2023 - GASOLINE UNL - 103.0 GAL	0.00	531.64	
	01.25.62988.00		FUEL		531.64	
85471270	Invoice	11/02/2023	11.02.2023 - CLEAR RENEWABLE DIESEL -	0.00	670.01	
	01.25.62988.00		FUEL		670.01	
01017	Fairfax Lumber	11/09/2023	Regular	0.00	17.80	23431
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
273574	Invoice	11/05/2023	11.05.2023 - BOX WORK, WIRE CORD	0.00	17.80	
	01.14.61500.21		BUILDING MAINTENANCE		17.80	
01363	Forster & Kroeger Landscape Maintenance, Inc.	11/09/2023	Regular	0.00	12,880.00	23432
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9285	Invoice	11/03/2023	11.03.2023 - FUELBREAK - CORTE MADER	0.00	12,880.00	
	01.15.61903.00		MWPA Local Projects		12,880.00	
01050	Golden State Emergency Veh Svc	11/09/2023	Regular	0.00	5,414.59	23433
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10WI000164	Invoice	10/25/2023	10.25.2023 - CHECK ENGINE AND AC CAB	0.00	4,707.19	
	01.25.61600.00		FLEET MAINTENANCE/RE		4,707.19	
WI002865	Invoice	10/31/2023	10.31.2023 - PIERCE ENFORCER TRANSPO	0.00	707.40	
	01.25.61600.00		FLEET MAINTENANCE/RE		500.00	
	01.25.62988.00		FUEL		207.40	
01079	Hannibal's Inc.	11/09/2023	Regular	0.00	3,860.00	23434
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25092	Invoice	11/01/2023	11.01.2023 - MERA ELECTRICAL/GROUND	0.00	3,860.00	
	01.10.61110.00		MERA OPERATING EXPEN		3,860.00	

Check Report

Date Range: 11/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01478	KS Kustom Signs	11/09/2023	Regular	0.00	1,085.00	23435
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006345	Invoice	10/25/2023	10.25.2023 - E22 SIGN AND INSTALL	0.00	1,085.00	
	01.25.61600.00		FLEET MAINTENANCE/RE		1,085.00	
01400	World Tree Service, Inc.	11/09/2023	Regular	0.00	10,000.00	23436
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
8484	Invoice	10/02/2023	10.02.2023 - CLEARING AND FIRE ABATE	0.00	2,500.00	
	01.15.61903.00		MWPA Local Projects		2,500.00	
8493	Invoice	10/02/2023	10.02.2023 - TREE CLEARING - OAK FIRE R	0.00	7,500.00	
	01.15.61903.00		MWPA Local Projects		7,500.00	
01058	Able Tire & Brake	11/16/2023	Regular	0.00	570.00	23437
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
676412	Invoice	11/10/2023	11.10.2023 - FLEET INSPECTION	0.00	570.00	
	01.25.62989.00		FLEET PARTS		570.00	
01326	AMAZON.COM SERVICES LLC	11/16/2023	Regular	0.00	1,258.08	23438
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
16YY-137V-QRFW	Invoice	11/13/2023	11.13.2023 - FIREFIGHTER HELMET DECAL	0.00	14.18	
	01.10.60065.02		EXPLORER POST		14.18	
17RW-7L66-RJHF	Invoice	11/13/2023	11.13.2023 - LIFEJACKETS,RUBBER HARDH	0.00	857.68	
	01.10.63131.00		EQUIPMENT		857.68	
1WDR-KCWD-37	Invoice	11/09/2023	11.09.2023 - OTTERBOX IPHONE CASE	0.00	386.22	
	01.14.63044.00		TECHNOLOGY PURCHASE		386.22	
01000	American Messaging	11/16/2023	Regular	0.00	5.83	23439
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
W4106073XK	Invoice	11/01/2023	11.01.2023 - SIREN ALERT - NOV	0.00	5.83	
	01.10.63150.00		COMMUNICATIONS EQUI		5.83	
01026	AT&T Calnet	11/16/2023	Regular	0.00	740.42	23440
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
000020791647	Invoice	11/10/2023	11.10.2023 - WIRELESS-10.10.23-11.09.23	0.00	740.42	
	01.14.61705.00		TELEPHONE		740.42	
01059	AT&T Mobility	11/16/2023	Regular	0.00	1,039.78	23441
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
287301083016X1	Invoice	11/02/2023	11.02.2023 - WIRELESS - 10.03.23-11.02.2	0.00	1,039.78	
	01.14.61705.00		TELEPHONE		1,039.78	
01475	EverBank, N.A.	11/16/2023	Regular	0.00	506.61	23442
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
9767391	Invoice	11/05/2023	11.05.2023 - KYOCERA TASKALFA	0.00	506.61	
	01.05.61105.00		OTHER CONTRACT SERVI		506.61	
01017	Fairfax Lumber	11/16/2023	Regular	0.00	3.79	23443
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
273726	Invoice	11/08/2023	11.08.2023 - FASTENERS	0.00	3.79	
	01.10.63131.00		EQUIPMENT		3.79	

Check Report

Date Range: 11/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01066	Kaiser Foundation Health Plan Inc	11/16/2023	Regular	0.00	804.00	23444
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
037-11092023	Invoice	11/09/2023	11.09.2023 - INSURANCE DUES	0.00	804.00	
	01.05.61127.00		HEALTH AND WELLNESS		115.00	
	01.05.61129.00		HIRING EXPENSES		689.00	
01028	L. N. Curtis and Sons	11/16/2023	Regular	0.00	2,348.88	23445
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV763022	Invoice	11/08/2023	11.08.2023 - ADAPTER	0.00	2,348.88	
	01.10.63131.00		EQUIPMENT		2,348.88	
01037	Marin Municipal Water District	11/16/2023	Regular	0.00	246.22	23446
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
135-11072023	Invoice	11/07/2023	135 - 14 -18 PARK RD - 09.06.23-11.02.23	0.00	196.93	
	01.14.61703.00		WATER		196.93	
263-11072023	Invoice	11/07/2023	263 - 14-18 PARK RD - 09.06.23-11.02.23	0.00	49.29	
	01.14.61703.00		WATER		49.29	
01223	McPhail Fuel Company	11/16/2023	Regular	0.00	436.85	23447
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
U1106841	Invoice	11/10/2023	11.10.2023 - PROPANE	0.00	436.85	
	01.25.61411.00		BURN TRAILER MAINTEN		436.85	
01452	Nicholas Hurn	11/16/2023	Regular	0.00	207.00	23448
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006347	Invoice	11/14/2023	11.14.2023 - REIMB - INTERMEDIATE WIL	0.00	207.00	
	01.10.61000.00		TRAINING AND EDUCATIO		207.00	
01468	RICHARD HILL	11/16/2023	Regular	0.00	2,800.00	23449
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
421	Invoice	11/06/2023	11.06.2023 - BACKGROUND INVESTIGATIO	0.00	2,800.00	
	01.05.61129.00		HIRING EXPENSES		2,800.00	
01047	Todd C Lando	11/16/2023	Regular	0.00	2,449.00	23450
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
2023-002	Invoice	11/06/2023	11.06.2023 - WEB HOSTING, SSL CERT, UP	0.00	2,449.00	
	01.15.62220.00		COMMUNITY EDUCATION		2,449.00	
01147	Town of Ross	11/16/2023	Regular	0.00	7,309.00	23451
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Utilities Qtr2 FYE	Invoice	11/14/2023	11.14.2023 - PG&E/WATER - OCT THRU D	0.00	7,309.00	
	01.14.61702.00		GAS AND ELECTRIC		6,636.00	
	01.14.61703.00		WATER		673.00	
01098	Verizon Wireless	11/16/2023	Regular	0.00	816.59	23452
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
9948278326	Invoice	11/01/2023	11.01.2023 - WIRELESS SERVICES	0.00	816.59	
	01.14.61705.00		TELEPHONE		816.59	
01326	AMAZON.COM SERVICES LLC	11/20/2023	Regular	0.00	313.32	23453

Check Report

Date Range: 11/01/2023 - 11/30/2023

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			
1LL9-NLDC-3X1J	Invoice	09/26/2023	09.26.2023 - TOILET SEAT	0.00	98.45	
01.14.61500.19			BUILDING MAINTENANCE		98.45	
1R9T-P9MD-7MH	Invoice	11/17/2023	11.17.2023 - PHONE CHARGERS	0.00	214.87	
01.10.63150.00			COMMUNICATIONS EQUI		214.87	
01054	BoundTree Medical	11/20/2023	Regular	0.00	2,434.59	23454
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
85010595	Invoice	07/03/2023	11.20.2023 - CURAPLEX	0.00	150.22	
01.10.62204.00			PARAMEDIC RESPONSE S		150.22	
85060697	Invoice	08/17/2023	08.17.2023 - ATROPINE 10PK	0.00	124.50	
01.10.62204.00			PARAMEDIC RESPONSE S		124.50	
85146984	Invoice	11/06/2023	11.06.2023 - RING CUTTER, GENERAL ME	0.00	765.76	
01.10.62204.00			PARAMEDIC RESPONSE S		765.76	
85148713	Invoice	11/07/2023	07.03.2023 - GENERAL MEDICAL SUPPLIES	0.00	1,394.11	
01.10.62204.00			PARAMEDIC RESPONSE S		1,394.11	
01334	Teleflex LLC	11/20/2023	Regular	0.00	722.63	23455
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
9507664842	Invoice	11/06/2023	11.06.2023 - 25MM NEEDLES AND STABILI	0.00	722.63	
01.10.62204.00			PARAMEDIC RESPONSE S		722.63	
01472	PACE Supply Corp.	11/27/2023	Regular	0.00	26,318.33	23456
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
018852091	Invoice	09/06/2023	09.06.2023 - FIRE HYD WET CLOW 850	0.00	26,318.33	
01.10.63140.00			HYDRANTS		26,318.33	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	96	42	0.00	106,770.60
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-26,318.33
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	96	45	0.00	80,452.27

Check Report

Date Range: 11/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01013	AFLAC Business Services	11/08/2023	Regular	0.00	2,516.96	11383
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006318	Invoice	11/15/2023	AFLAC	0.00	2,516.96	
	01.00.20271.00		AFLAC P/R DEDUCTION		2,516.96	
01004	CAPF	11/08/2023	Regular	0.00	472.00	11384
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006321	Invoice	11/15/2023	DISABILITY INSURANCE	0.00	472.00	
	01.00.20275.00		DISABILITY INSURANCE W		472.00	
01161	Nationwide Retirement Solutions	11/08/2023	Regular	0.00	2,840.80	11385
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006323	Invoice	11/15/2023	NATIONWIDE RETIREMENT	0.00	2,174.00	
	01.00.20277.00		DEFERRED COMP. W/ NR		2,174.00	
INV0006324	Invoice	11/15/2023	NATIONWIDE RETIREMENT	0.00	666.80	
	01.00.20277.00		DEFERRED COMP. W/ NR		666.80	
01069	Ross Valley Firefighters Association	11/08/2023	Regular	0.00	2,324.00	11386
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006335	Invoice	11/15/2023	UNION DUES	0.00	2,324.00	
	01.00.20289.00		UNION DUES WITHHELD		2,324.00	
01013	AFLAC Business Services	11/20/2023	Regular	0.00	2,516.96	11390
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006350	Invoice	11/30/2023	AFLAC	0.00	2,516.96	
	01.00.20271.00		AFLAC P/R DEDUCTION		2,516.96	
01004	CAPF	11/20/2023	Regular	0.00	472.00	11391
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006353	Invoice	11/30/2023	DISABILITY INSURANCE	0.00	472.00	
	01.00.20275.00		DISABILITY INSURANCE W		472.00	
01161	Nationwide Retirement Solutions	11/20/2023	Regular	0.00	3,132.15	11392
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006355	Invoice	11/30/2023	NATIONWIDE RETIREMENT	0.00	2,174.00	
	01.00.20277.00		DEFERRED COMP. W/ NR		2,174.00	
INV0006356	Invoice	11/30/2023	NATIONWIDE RETIREMENT	0.00	958.15	
	01.00.20277.00		DEFERRED COMP. W/ NR		958.15	
01069	Ross Valley Firefighters Association	11/20/2023	Regular	0.00	2,324.00	11393

Check Report

Date Range: 11/01/2023 - 11/30/2023

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		
INV0006367	Invoice	11/30/2023	UNION DUES	0.00	2,324.00	
	01.00.20289.00	UNION DUES WITHHELD	UNION DUES		2,324.00	

Bank Code PY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	10	8	0.00	16,598.87
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	10	8	0.00	16,598.87

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	106	50	0.00	123,369.47
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-26,318.33
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	106	53	0.00	97,051.14

Fund Summary

Fund	Name	Period	Amount
98	POOLED PAYROLL	11/2023	16,598.87
99	POOLED CASH	11/2023	80,452.27
			97,051.14



Ross Valley Fire, CA

Check Report

By Check Number

Date Range: 12/01/2023 - 12/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01285	360 Rescue LLC	12/04/2023	Regular	0.00	221.61	23457
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
20231126A	Invoice	11/26/2023	11.26.2023 - ROCKO NON-LOCKER	0.00	221.61	
	01.10.63131.00		EQUIPMENT		221.61	
01326	AMAZON.COM SERVICES LLC	12/04/2023	Regular	0.00	140.91	23458
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
1677-HWGG-JD3	Invoice	11/21/2023	11.21.2023 - MAGNET PHONE CASE	0.00	40.39	
	01.10.61000.00		TRAINING AND EDUCATIO		40.39	
1VQD-F943-XGW	Invoice	11/26/2023	11.26.2023 - AIR HOSE	0.00	37.98	
	01.14.61500.19		BUILDING MAINTENANCE		37.98	
1XN9-99XM-T1W	Invoice	11/23/2023	11.23.2023 - CAR MAGNETIC PHONE MO	0.00	62.54	
	01.05.62200.00		GENERAL DEPARTMENT S		62.54	
01433	AT&T Corp	12/04/2023	Regular	0.00	2,668.95	23459
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
233149229	Invoice	11/27/2023	11.27.2023 - WIRELESS -10.11.23-11.10.2	0.00	2,668.95	
	01.14.61705.00		TELEPHONE		2,668.95	
01272	Diesel Direct West Inc	12/04/2023	Regular	0.00	2,939.45	23460
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
85511958	Invoice	11/24/2023	11.24.2023 - GASOLINE UNL 145.0 GAL	0.00	735.23	
	01.25.62988.00		FUEL		735.23	
85511959	Invoice	11/24/2023	11.24.2023 - CLEAR RENEWABLE DIESEL 3	0.00	2,204.22	
	01.25.62988.00		FUEL		2,204.22	
01017	Fairfax Lumber	12/04/2023	Regular	0.00	27.04	23461
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
274269	Invoice	11/20/2023	11.20.2023 - RED LED, FIREMAN METAL N	0.00	27.04	
	01.14.61500.20		BUILDING MAINTENANCE		27.04	
01049	Fishman Supply Company	12/04/2023	Regular	0.00	1,151.54	23462
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
1426971	Invoice	11/29/2023	11.29.2023 - CLEANING SUPPLIES	0.00	1,151.54	
	01.14.62206.00		JANITORIAL MAINTENAN		1,151.54	
01295	Grier Argall Plumbing Inc	12/04/2023	Regular	0.00	875.00	23463
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
16943	Invoice	11/22/2023	11.22.2023 - STATION 20 HWH LEAK REPA	0.00	875.00	
	01.14.61500.20		BUILDING MAINTENANCE		875.00	
01105	Lexipol LLC	12/04/2023	Regular	0.00	7,985.52	23464

Check Report

Date Range: 12/01/2023 - 12/31/2023

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		
INVLEX19684	Invoice	10/01/2023	10.01.2023 - ANNUAL FIRE POLICY MANU	0.00	7,985.52	
	01.05.61105.00	OTHER CONTRACT SERVI	10.01.2023 - ANNUAL FIRE POLI		7,985.52	
01037	Marin Municipal Water District	12/04/2023	Regular	0.00	1,210.80	23465
087-11132023	Invoice	11/13/2023	11.13.2023 - 777 SAN ANSELMO - 09.08.2	0.00	707.35	
	01.14.61703.00	WATER	11.13.2023 - 777 SAN ANSELMO		707.35	
256-11132023	Invoice	11/13/2023	256 - 150 BUTTERFIELD RD - 09.12.23-11.	0.00	49.29	
	01.14.61703.00	WATER	256 - 150 BUTTERFIELD RD - 09.		49.29	
354-11132023	Invoice	11/13/2023	354 - 150 BUTTERFIELD RD -09.12.23-11.0	0.00	404.87	
	01.14.61703.00	WATER	354 - 150 BUTTERFIELD RD -09.		404.87	
868-11132023	Invoice	11/13/2023	868 - 777 SAN ANSELMO - 09.08.23 - 11.0	0.00	49.29	
	01.14.61703.00	WATER	868 - 777 SAN ANSELMO - 09.08		49.29	
01073	U.S. Bank (CalCARD)	12/04/2023	Regular	0.00	7,117.84	23466
INV0006376	Invoice	11/22/2023	10.27.2023 - MAHONEY - MAILCHIMP	0.00	26.50	
	01.15.61903.00	MWPA Local Projects	10.27.2023 - MAHONEY - MAILC		26.50	
INV0006377	Invoice	11/22/2023	10.31.2023 - MAHONEY - CARMEN'S LA H	0.00	38.78	
	01.05.62200.00	GENERAL DEPARTMENT S	10.31.2023 - MAHONEY - CARM		38.78	
INV0006378	Invoice	11/22/2023	11.06.2023 - MAHONEY - SAN ANSELMO	0.00	14.23	
	01.05.62200.00	GENERAL DEPARTMENT S	11.06.2023 - MAHONEY - SAN A		14.23	
INV0006379	Invoice	11/22/2023	11.06.2023 - MAHONEY - CITY CAR RADIO	0.00	307.97	
	01.25.61600.00	FLEET MAINTENANCE/RE	11.06.2023 - MAHONEY - CITY C		307.97	
INV0006380	Invoice	11/22/2023	11.07.2023 - MAHONEY - LONGWAY SAN	0.00	18.40	
	01.05.62200.00	GENERAL DEPARTMENT S	11.07.2023 - MAHONEY - LONG		18.40	
INV0006381	Invoice	11/22/2023	11.08.2023 - MAHONEY - COMFORTS	0.00	19.34	
	01.05.62200.00	GENERAL DEPARTMENT S	11.08.2023 - MAHONEY - COMF		19.34	
INV0006382	Invoice	11/22/2023	10.27.2023 - BASTIANON - MATT AND JEF	0.00	39.99	
	01.25.61600.00	FLEET MAINTENANCE/RE	10.27.2023 - BASTIANON - MAT		39.99	
INV0006383	Invoice	11/22/2023	10.27.2023 - BASTIANON - MATT AND JEF	0.00	39.99	
	01.25.61600.00	FLEET MAINTENANCE/RE	10.27.2023 - BASTIANON - MAT		39.99	
INV0006384	Invoice	11/22/2023	11.15.2023 - BASTIANON - REDWOOD BA	0.00	100.39	
	01.15.61131.00	FIRE PREVENTION	11.15.2023 - BASTIANON - RED		100.39	
INV0006385	Invoice	11/22/2023	11.15.2023 - BASTIANON - SAFEWAY	0.00	22.49	
	01.15.61131.00	FIRE PREVENTION	11.15.2023 - BASTIANON - SAFE		22.49	
INV0006386	Invoice	11/22/2023	11.20.2023 - POPKEN - MARIN AUTOMATI	0.00	397.66	
	01.25.61600.00	FLEET MAINTENANCE/RE	11.20.2023 - POPKEN - MARIN A		397.66	
INV0006387	Invoice	11/22/2023	11.20.2023 - POPKEN - MARIN AUTOMOT	0.00	476.75	
	01.25.61600.00	FLEET MAINTENANCE/RE	11.20.2023 - POPKEN - MARIN A		476.75	
INV0006388	Invoice	11/22/2023	11.20.2023 - POPKEN - MARIN AUTOMOT	0.00	202.71	
	01.25.61600.00	FLEET MAINTENANCE/RE	11.20.2023 - POPKEN - MARIN A		202.71	
INV0006389	Invoice	11/22/2023	11.09.2023 - GRASSER - MARIN AUTOMO	0.00	2,701.51	
	01.25.61600.00	FLEET MAINTENANCE/RE	11.09.2023 - GRASSER - MARIN		2,701.51	
INV0006390	Invoice	11/22/2023	11.12.2023 - GRASSER - TWILIO	0.00	50.00	
	01.05.61121.00	COMPUTER SOFTWARE/S	11.12.2023 - GRASSER - TWILIO		50.00	
INV0006391	Invoice	11/22/2023	11.20.2023 - GRASSER - AVENZA MAPS	0.00	113.34	
	01.05.61121.00	COMPUTER SOFTWARE/S	11.20.2023 - GRASSER - AVENZA		113.34	
INV0006392	Invoice	11/22/2023	10.24.2023 - ILLINGWORTH - BLM-NIFC FI	0.00	63.25	
	01.10.61000.00	TRAINING AND EDUCATIO	10.24.2023 - ILLINGWORTH - BL		63.25	

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Date Range: 12/01/2023 - 12/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0006393	Invoice	11/22/2023	10.31.2023 - HOGGAN - ANDRONICO'S	0.00	98.83	
	01.05.62200.00		GENERAL DEPARTMENT S		98.83	
INV0006394	Invoice	11/22/2023	11.07.2023 - HOGGAN - FACTORY WHOLE	0.00	99.78	
	01.25.62989.00		FLEET PARTS		99.78	
INV0006395	Invoice	11/22/2023	10.25.2023 - POPPE - ROOTER HERO PLU	0.00	77.00	
	01.14.61500.20		BUILDING MAINTENANCE		77.00	
INV0006396	Invoice	11/22/2023	10.24.2023 - CUTTER - ALPINE SPRINGS W	0.00	56.93	
	01.15.61902.00		MWPA D-Space		56.93	
INV0006397	Invoice	11/22/2023	11.11.2023 - CUTTER - AT&T	0.00	171.20	
	01.15.61902.00		MWPA D-Space		171.20	
INV0006398	Invoice	11/22/2023	10.26.2023 - HERBERTSON - SAFEWAY	0.00	59.53	
	01.05.62200.00		GENERAL DEPARTMENT S		59.53	
INV0006399	Invoice	11/22/2023	10.27.2023 - HERBERTSON - ANDRONICO	0.00	24.99	
	01.05.62200.00		GENERAL DEPARTMENT S		24.99	
INV0006400	Invoice	11/22/2023	11.16.2023 - BARONA - WPSG	0.00	236.20	
	01.10.63131.00		EQUIPMENT		236.20	
INV0006401	Invoice	11/22/2023	10.24.2023 - STETTLER - STAMPS.COM	0.00	19.99	
	01.05.62003.00		POSTAGE		19.99	
INV0006402	Invoice	11/22/2023	11.06.2023 - GALLI - EMERGENCY MEDIC	0.00	524.40	
	01.10.62204.00		PARAMEDIC RESPONSE S		524.40	
INV0006403	Invoice	11/22/2023	11.06.2023 - GALLI - AIRGAS	0.00	1,115.69	
	01.10.62204.00		PARAMEDIC RESPONSE S		1,115.69	
	Void	12/04/2023	Regular	0.00	0.00	23467
01326	AMAZON.COM SERVICES LLC	12/07/2023	Regular	0.00	86.23	23468
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
11LF-VHVP-XF7K	Invoice	12/03/2023	12.03.2023 - THERAPY BALL	0.00	45.86	
	01.14.63042.00		EXERCISE EQUIPMENT	12.03.2023 - THERAPY BALL	45.86	
1V7Y-LWVG-96V	Invoice	12/04/2023	12.04.2023 - LEGAL PADS 10PK	0.00	40.37	
	01.05.62000.00		OFFICE SUPPLIES	12.04.2023 - LEGAL PADS 10PK	40.37	
01148	Brian Costello	12/07/2023	Regular	0.00	1,100.00	23469
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
2023-4	Invoice	12/04/2023	12.04.2023 - ONGOING MAINTENANCE	0.00	1,100.00	
	01.05.61121.00		COMPUTER SOFTWARE/S	12.04.2023 - ONGOING MAINTENANCE	1,100.00	
01017	Fairfax Lumber	12/07/2023	Regular	0.00	100.02	23470
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
274854	Invoice	12/04/2023	12.04.2023 - 5 GAL PAILS WITH LIDS	0.00	20.91	
	01.10.63131.00		EQUIPMENT	12.04.2023 - 5 GAL PAILS WITH	20.91	
274988	Invoice	12/06/2023	12.06.2023 - TOOL HOOK, SMOKE ALARM	0.00	79.11	
	01.14.61500.18		BUILDING MAINTENANCE	12.06.2023 - TOOL HOOK, SMO	79.11	
01295	Grier Argall Plumbing Inc	12/07/2023	Regular	0.00	175.00	23471
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
16957	Invoice	12/01/2023	12.01.2023 - STATION 21 - THERMAL EXPA	0.00	175.00	
	01.14.61500.21		BUILDING MAINTENANCE	12.01.2023 - STATION 21 - THER	175.00	
01447	HRTM Consulting	12/07/2023	Regular	0.00	720.00	23472

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Date Range: 12/01/2023 - 12/31/2023

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		
0006941	Invoice	11/29/2023	11.29.2023 - TELESTAFF CONSULTING	0.00	720.00	
	01.05.61121.00	COMPUTER SOFTWARE/S	11.29.2023 - TELESTAFF CONSUL		720.00	
01035	Marin County Sheriff's Office	12/07/2023	Regular	0.00	53,733.25	23473
12267 Q2	Invoice	07/07/2023	07.07.2023 - MDC SUPPORT - Q2 - OCT T	0.00	53,733.25	
	01.10.61100.00	DISPATCH	07.07.2023 - MDC SUPPORT - Q		53,733.25	
01095	Richards Watson Gershon	12/07/2023	Regular	0.00	1,254.00	23474
245384	Invoice	11/30/2023	11.30.2023 - PROFESSIONAL SERVICES TH	0.00	1,254.00	
	01.05.61107.00	ATTORNEY/LEGAL FEES	11.30.2023 - PROFESSIONAL SE		1,254.00	
01146	Ross Valley Sanitary District	12/07/2023	Regular	0.00	4,120.80	23475
25	Invoice	11/30/2023	11.30.2023 - SEWER SERVICES	0.00	4,120.80	
	01.14.61704.00	SEWER	11.30.2023 - SEWER SERVICES		4,120.80	
01144	Town of San Anselmo	12/07/2023	Regular	0.00	23,193.00	23476
2023-24-MISC3	Invoice	12/04/2023	12.04.2023 - Q2 FINANCIAL SERVICES-OC	0.00	23,193.00	
	01.05.61120.00	CONTRACT SERVICES-SAN	12.04.2023 - Q2 FINANCIAL SER		23,193.00	
01151	Zoll	12/07/2023	Regular	0.00	720.72	23477
INV00159476	Invoice	12/01/2023	12.01.2023 - FIRERMS ENTERPRISE ANNU	0.00	720.72	
	01.05.61105.00	OTHER CONTRACT SERVI	12.01.2023 - FIRERMS ENTERPRI		720.72	
01209	Air Exchange Inc	12/18/2023	Regular	0.00	85.86	23478
91611041	Invoice	12/08/2023	12.08.2023 - REGULATOR/SHIPPING	0.00	85.86	
	01.14.61500.21	BUILDING MAINTENANCE	12.08.2023 - REGULATOR/SHIPP		85.86	
01326	AMAZON.COM SERVICES LLC	12/18/2023	Regular	0.00	147.17	23479
13PG-MFWY-JK4F	Invoice	12/13/2023	12.13.2023 - COFFEE GRINDER	0.00	123.37	
	01.14.63040.00	APPLIANCES	12.13.2023 - COFFEE GRINDER		123.37	
1QRD-VGM4-R6P	Invoice	12/10/2023	12.10.2023 - CAST IRON SCRUBBER	0.00	23.80	
	01.14.61500.18	BUILDING MAINTENANCE	12.10.2023 - CAST IRON SCRUB		23.80	
01000	American Messaging	12/18/2023	Regular	0.00	5.83	23480
W4106073XL	Invoice	12/01/2023	12.01.2023 - SIREN ALERT - DEC	0.00	5.83	
	01.10.63150.00	COMMUNICATIONS EQUI	12.01.2023 - SIREN ALERT - DEC		5.83	
01026	AT&T Calnet	12/18/2023	Regular	0.00	829.25	23481

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Date Range: 12/01/2023 - 12/31/2023

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		
000020944006	Invoice	12/10/2023	12.10.2023 - WIRELESS - 11.1.23-12.09.23	0.00	829.25	
	01.14.61705.00	TELEPHONE	12.10.2023 - WIRELESS - 11.1.23		829.25	
01059	AT&T Mobility	12/18/2023	Regular	0.00	3,024.11	23482
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
287301083016X1	Invoice	12/02/2023	12.10.2023 - WIRELESS - 11.03.23-12.02.2	0.00	3,024.11	
	01.14.61705.00	TELEPHONE	12.10.2023 - WIRELESS - 11.03.2		958.05	
	01.14.63044.00	TECHNOLOGY PURCHASE	12.10.2023 - WIRELESS - 11.03.2		2,066.06	
01054	BoundTree Medical	12/18/2023	Regular	0.00	169.90	23483
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85168540	Invoice	11/28/2023	11.28.2023 - LIDOCAINE	0.00	169.90	
	01.10.62204.00	PARAMEDIC RESPONSE S	11.28.2023 - LIDOCAINE		169.90	
01458	Derrick Shaw	12/18/2023	Regular	0.00	930.38	23484
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006431	Invoice	10/13/2023	10.13.2023 - FIRE INSPECTOR TRAINING 2	0.00	465.19	
	01.10.61000.00	TRAINING AND EDUCATIO	10.13.2023 - FIRE INSPECTOR TR		465.19	
INV0006432	Invoice	10/13/2023	10.13.2023 - FIRE INSPECTOR TRAINING 2	0.00	465.19	
	01.10.61000.00	TRAINING AND EDUCATIO	10.13.2023 - FIRE INSPECTOR TR		465.19	
01016	Diego Truck Repair Inc	12/18/2023	Regular	0.00	3,999.49	23485
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
68010	Invoice	12/06/2023	12.06.2023-2006 PIERCE STEER-ENGINE O	0.00	1,268.34	
	01.25.61600.00	FLEET MAINTENANCE/RE	12.06.2023-2006 PIERCE STEER-		1,268.34	
68017	Invoice	12/07/2023	12.07.2023-2020 PIERCE FIRETRUCK-ENGI	0.00	1,353.21	
	01.25.61600.00	FLEET MAINTENANCE/RE	12.07.2023-2020 PIERCE FIRETR		1,353.21	
68031	Invoice	12/11/2023	12.11.2023-2023 PIERCE ENFORCER-ENGI	0.00	1,377.94	
	01.25.61600.00	FLEET MAINTENANCE/RE	12.11.2023-2023 PIERCE ENFOR		1,377.94	
01272	Diesel Direct West Inc	12/18/2023	Regular	0.00	3,074.02	23486
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85538700	Invoice	12/07/2023	12.07.2023 - GASOLINE UNL - 92.9 GAL	0.00	464.25	
	01.25.62988.00	FUEL	12.07.2023 - GASOLINE UNL - 9		464.25	
85538701	Invoice	12/07/2023	12.07.2023 - ULSD CLEAR - 334.5 GAL	0.00	1,745.38	
	01.25.62988.00	FUEL	12.07.2023 - ULSD CLEAR - 334.		1,745.38	
85552728	Invoice	12/14/2023	12.14.2023 - GASOLINE UNL - 34.1 GAL	0.00	161.74	
	01.25.62988.00	FUEL	12.14.2023 - GASOLINE UNL - 3		161.74	
85552729	Invoice	12/14/2023	12.14.2023 - ULSD CLEAR 137.6 GAL	0.00	702.65	
	01.25.62988.00	FUEL	12.14.2023 - ULSD CLEAR 137.6		702.65	
01213	Emergency Equipment Mgmt Inc	12/18/2023	Regular	0.00	357.26	23487
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
65658	Invoice	12/13/2023	12.13.2023 - FIREFIGHTER PANT/HEMMIN	0.00	357.26	
	01.10.60065.02	EXPLORER POST	12.13.2023 - FIREFIGHTER PANT		357.26	
01475	EverBank, N.A.	12/18/2023	Regular	0.00	465.81	23488

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Date Range: 12/01/2023 - 12/31/2023

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		
9805415	Invoice	12/05/2023	12.05.2023 - KYOCERA TASKALFA COPIER	0.00	465.81	
	01.05.61105.00		OTHER CONTRACT SERVI		465.81	
01017	Fairfax Lumber	12/18/2023	Regular	0.00	197.49	23489
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
274963	Invoice	12/05/2023	12.05.2023 - WALLPLATE/SWITCH	0.00	4.69	
	01.14.61500.21		BUILDING MAINTENANCE		4.69	
275082	Invoice	12/08/2023	12.08.2023 - FRAMES,FLEX SEAL,TAPE,WA	0.00	150.90	
	01.05.62200.00		GENERAL DEPARTMENT S		150.90	
275101	Invoice	12/08/2023	12.08.2023 - FASTENERS/HARDWARE	0.00	37.80	
	01.14.61500.19		BUILDING MAINTENANCE		37.80	
275257	Invoice	12/12/2023	12.12.2023 - HARDWARE	0.00	4.10	
	01.25.62989.00		FLEET PARTS		4.10	
01150	Fire Safety Supply Inc	12/18/2023	Regular	0.00	15.94	23490
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
363900	Invoice	12/08/2023	12.08.2023 - AMEREX VEHICLE BRACKET	0.00	15.94	
	01.10.63131.00		EQUIPMENT		15.94	
01050	Golden State Emergency Veh Svc	12/18/2023	Regular	0.00	1,100.00	23491
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
WI002884	Invoice	12/05/2023	12.05.2023 - PIERCE ENFORCER TRANSP	0.00	1,100.00	
	01.25.61600.00		FLEET MAINTENANCE/RE		1,100.00	
01295	Grier Argall Plumbing Inc	12/18/2023	Regular	0.00	365.00	23492
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
17004	Invoice	12/11/2023	12.11.2023 - STATION 20 - KITCHEN SINK	0.00	190.00	
	01.14.61500.20		BUILDING MAINTENANCE		190.00	
17023	Invoice	12/13/2023	12.13.2023 - STATION 18 - CLEAR DISPOS	0.00	175.00	
	01.14.61500.18		BUILDING MAINTENANCE		175.00	
01097	MidAmerica	12/18/2023	Regular	0.00	594.00	23493
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0235558	Invoice	12/08/2023	12.08.2023 - ADMINISTRATION FEE	0.00	594.00	
	01.00.60231.00		RETIRES' HEALTH INSUR		594.00	
01234	Napa Auto Parts	12/18/2023	Regular	0.00	102.85	23494
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
833438	Invoice	12/08/2023	12.08.2023 - MEGUIARS CARWASH	0.00	102.85	
	01.25.62989.00		FLEET PARTS		102.85	
01098	Verizon Wireless	12/18/2023	Regular	0.00	3,850.23	23495

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Date Range: 12/01/2023 - 12/31/2023

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			
9950720812	Invoice	12/01/2023	12.01.2023 - WIRELESS - 11.02.23-12.01.2	0.00	3,850.23	
01.14.61705.00	TELEPHONE		12.01.2023 - WIRELESS - 11.02.2		389.89	
01.14.63044.00	TECHNOLOGY PURCHASE		12.01.2023 - WIRELESS - 11.02.2		3,460.34	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	84	38	0.00	128,856.27
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	84	39	0.00	128,856.27

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	84	38	0.00	128,856.27
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	84	39	0.00	128,856.27

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH	12/2023	128,856.27
			128,856.27

Ross Valley Fire Dept

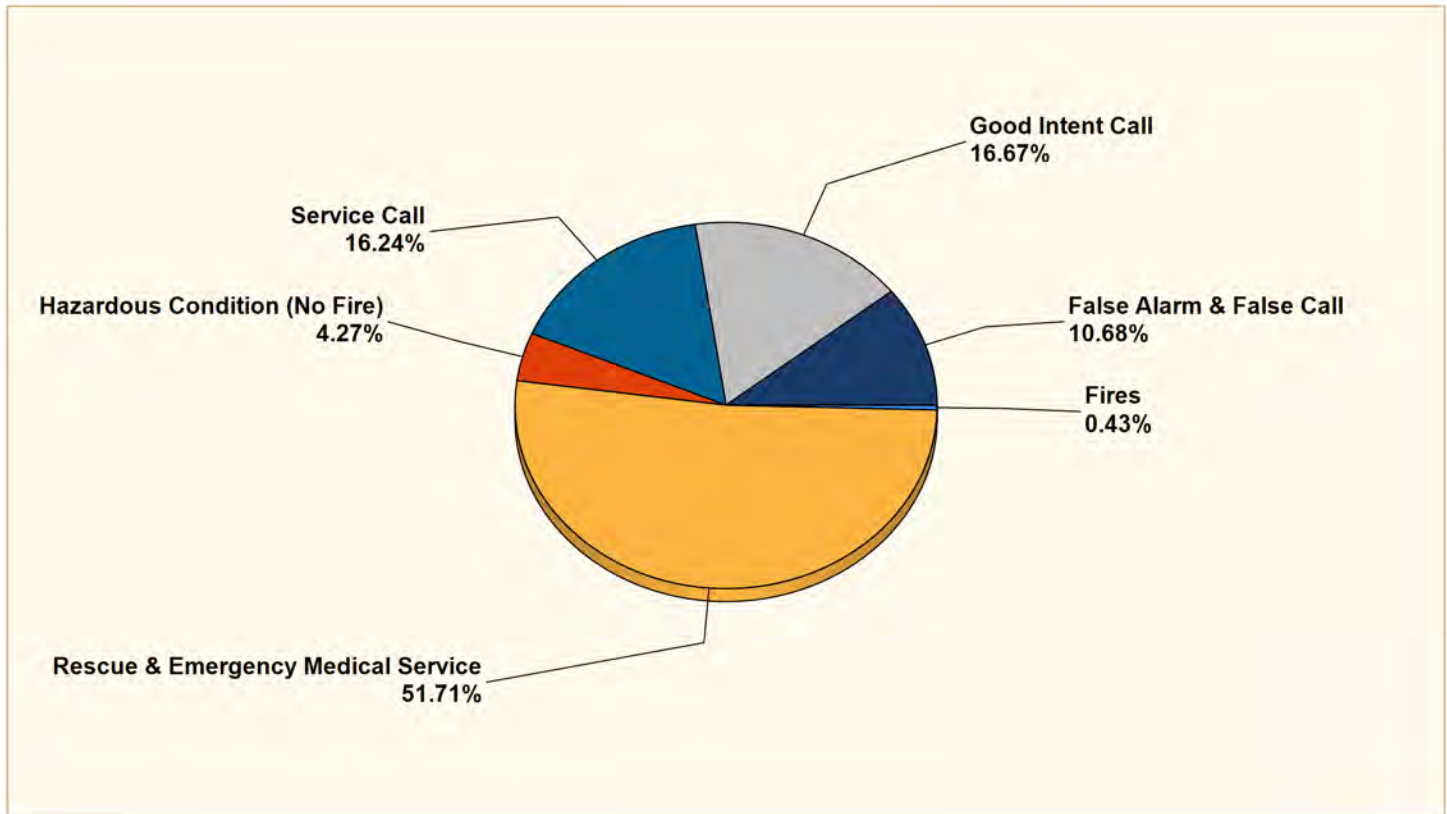
San Anselmo, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2023 | End Date: 11/30/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	0.43%
Rescue & Emergency Medical Service	121	51.71%
Hazardous Condition (No Fire)	10	4.27%
Service Call	38	16.24%
Good Intent Call	39	16.67%
False Alarm & False Call	25	10.68%
TOTAL	234	100%

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



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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.43%
321 - EMS call, excluding vehicle accident with injury	112	47.86%
322 - Motor vehicle accident with injuries	5	2.14%
323 - Motor vehicle/pedestrian accident (MV Ped)	3	1.28%
324 - Motor vehicle accident with no injuries.	1	0.43%
412 - Gas leak (natural gas or LPG)	5	2.14%
424 - Carbon monoxide incident	2	0.85%
440 - Electrical wiring/equipment problem, other	2	0.85%
444 - Power line down	1	0.43%
500 - Service Call, other	3	1.28%
512 - Ring or jewelry removal	1	0.43%
550 - Public service assistance, other	5	2.14%
552 - Police matter	1	0.43%
553 - Public service	11	4.7%
554 - Assist invalid	13	5.56%
561 - Unauthorized burning	1	0.43%
571 - Cover assignment, standby, moveup	3	1.28%
600 - Good intent call, other	2	0.85%
611 - Dispatched & cancelled en route	21	8.97%
622 - No incident found on arrival at dispatch address	5	2.14%
651 - Smoke scare, odor of smoke	11	4.7%
733 - Smoke detector activation due to malfunction	4	1.71%
735 - Alarm system sounded due to malfunction	1	0.43%
736 - CO detector activation due to malfunction	3	1.28%
740 - Unintentional transmission of alarm, other	1	0.43%
741 - Sprinkler activation, no fire - unintentional	1	0.43%
743 - Smoke detector activation, no fire - unintentional	6	2.56%
744 - Detector activation, no fire - unintentional	1	0.43%
745 - Alarm system activation, no fire - unintentional	7	2.99%
746 - Carbon monoxide detector activation, no CO	1	0.43%
TOTAL INCIDENTS:	234	100%



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

Ross Valley Fire Dept

San Anselmo, CA

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Incident Type Count per Station for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023

INCIDENT TYPE	# INCIDENTS
Station: 00 - MUTUAL AID RESOURCES	
321 - EMS call, excluding vehicle accident with injury	1
# Incidents for 00 - Mutual Aid Resources:	1

Station: 18 - STATION 18 - Ross	
321 - EMS call, excluding vehicle accident with injury	13
412 - Gas leak (natural gas or LPG)	2
440 - Electrical wiring/equipment problem, other	1
500 - Service Call, other	1
550 - Public service assistance, other	4
553 - Public service	2
554 - Assist invalid	3
571 - Cover assignment, standby, moveup	1
611 - Dispatched & cancelled en route	3
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
741 - Sprinkler activation, no fire - unintentional	1
# Incidents for 18 - Station 18 :	33

Station: 19 - STATION 19 - San Anselmo	
321 - EMS call, excluding vehicle accident with injury	30
322 - Motor vehicle accident with injuries	1
323 - Motor vehicle/pedestrian accident (MV Ped)	2
324 - Motor vehicle accident with no injuries.	1
424 - Carbon monoxide incident	1
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	1
512 - Ring or jewelry removal	1
550 - Public service assistance, other	1
552 - Police matter	1
553 - Public service	5
554 - Assist invalid	4
561 - Unauthorized burning	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	7
622 - No incident found on arrival at dispatch address	3
651 - Smoke scare, odor of smoke	2

Only REVIEWED incidents included.



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INCIDENT TYPE	# INCIDENTS
733 - Smoke detector activation due to malfunction	1
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	4
745 - Alarm system activation, no fire - unintentional	5
# Incidents for 19 - Station 19:	74

Station: 20 - STATION 20 - Sleepy Hollow	
321 - EMS call, excluding vehicle accident with injury	22
322 - Motor vehicle accident with injuries	2
412 - Gas leak (natural gas or LPG)	3
553 - Public service	2
554 - Assist invalid	1
611 - Dispatched & cancelled en route	3
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	7
733 - Smoke detector activation due to malfunction	2
735 - Alarm system sounded due to malfunction	1
736 - CO detector activation due to malfunction	1
745 - Alarm system activation, no fire - unintentional	1
746 - Carbon monoxide detector activation, no CO	1
# Incidents for 20 - Station 20:	47

Station: 21 - STATION 21 - Fairfax	
100 - Fire, other	1
321 - EMS call, excluding vehicle accident with injury	46
322 - Motor vehicle accident with injuries	2
323 - Motor vehicle/pedestrian accident (MV Ped)	1
424 - Carbon monoxide incident	1
500 - Service Call, other	2
553 - Public service	2
554 - Assist invalid	5
571 - Cover assignment, standby, moveup	2
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	8
651 - Smoke scare, odor of smoke	1
733 - Smoke detector activation due to malfunction	1
736 - CO detector activation due to malfunction	2
743 - Smoke detector activation, no fire - unintentional	2
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	1
# Incidents for 21 - Station 21:	79

Only REVIEWED incidents included.



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Ross Valley Fire Dept

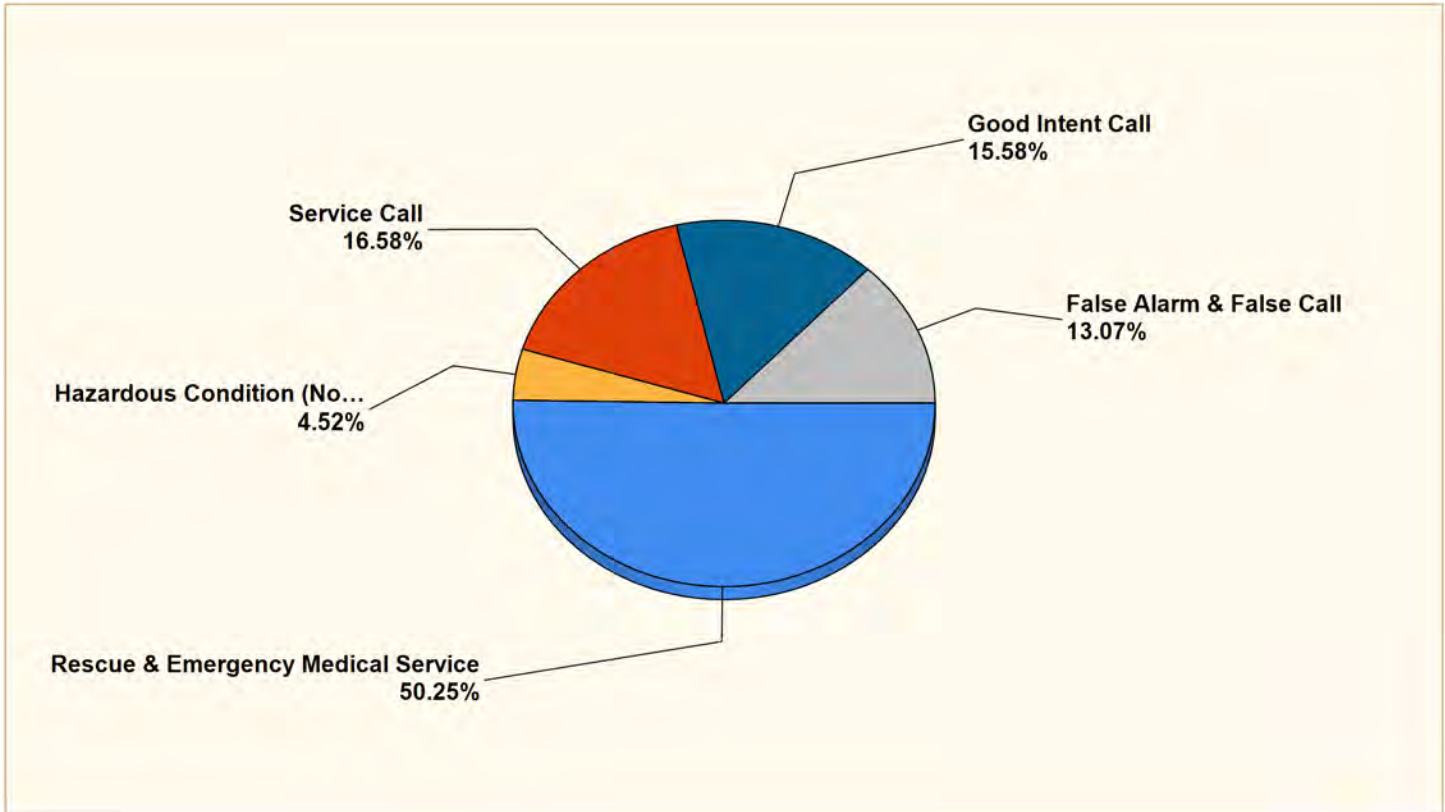
San Anselmo, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2023 | End Date: 12/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Rescue & Emergency Medical Service	100	50.25%
Hazardous Condition (No Fire)	9	4.52%
Service Call	33	16.58%
Good Intent Call	31	15.58%
False Alarm & False Call	26	13.07%
TOTAL	199	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are 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
321 - EMS call, excluding vehicle accident with injury	93	46.73%
322 - Motor vehicle accident with injuries	5	2.51%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.5%
324 - Motor vehicle accident with no injuries.	1	0.5%
412 - Gas leak (natural gas or LPG)	3	1.51%
444 - Power line down	3	1.51%
445 - Arcing, shorted electrical equipment	2	1%
480 - Attempted burning, illegal action, other	1	0.5%
500 - Service Call, other	2	1%
520 - Water problem, other	1	0.5%
550 - Public service assistance, other	8	4.02%
551 - Assist police or other governmental agency	1	0.5%
553 - Public service	14	7.04%
554 - Assist invalid	4	2.01%
571 - Cover assignment, standby, moveup	3	1.51%
600 - Good intent call, other	1	0.5%
611 - Dispatched & cancelled en route	20	10.05%
622 - No incident found on arrival at dispatch address	1	0.5%
651 - Smoke scare, odor of smoke	8	4.02%
653 - Smoke from barbecue, tar kettle	1	0.5%
700 - False alarm or false call, other	1	0.5%
711 - Municipal alarm system, malicious false alarm	1	0.5%
730 - System malfunction, other	2	1%
733 - Smoke detector activation due to malfunction	2	1%
735 - Alarm system sounded due to malfunction	3	1.51%
740 - Unintentional transmission of alarm, other	1	0.5%
742 - Extinguishing system activation	1	0.5%
743 - Smoke detector activation, no fire - unintentional	7	3.52%
744 - Detector activation, no fire - unintentional	1	0.5%
745 - Alarm system activation, no fire - unintentional	5	2.51%
746 - Carbon monoxide detector activation, no CO	2	1%
TOTAL INCIDENTS:	199	100%



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Only REVIEWED and/or LOCKED IMPORTED incidents are 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 1/4/2024 4:06:03 PM



Incident Type Count per Station for Date Range

Start Date: 12/01/2023 | End Date: 12/31/2023

INCIDENT TYPE	# INCIDENTS
Station: 18 - STATION 18 - Ross	
321 - EMS call, excluding vehicle accident with injury	12
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	2
500 - Service Call, other	1
550 - Public service assistance, other	3
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
# Incidents for 18 - Station 18 :	22

Station: 19 - STATION 19 - San Anselmo	
321 - EMS call, excluding vehicle accident with injury	26
322 - Motor vehicle accident with injuries	2
520 - Water problem, other	1
551 - Assist police or other governmental agency	1
553 - Public service	3
611 - Dispatched & cancelled en route	10
651 - Smoke scare, odor of smoke	1
700 - False alarm or false call, other	1
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	3
740 - Unintentional transmission of alarm, other	1
742 - Extinguishing system activation	1
743 - Smoke detector activation, no fire - unintentional	4
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	3
746 - Carbon monoxide detector activation, no CO	1
# Incidents for 19 - Station 19:	60

Station: 20 - STATION 20 - Sleepy Hollow	
321 - EMS call, excluding vehicle accident with injury	17
323 - Motor vehicle/pedestrian accident (MV Ped)	1
412 - Gas leak (natural gas or LPG)	1
444 - Power line down	2
500 - Service Call, other	1
550 - Public service assistance, other	1
553 - Public service	6

Only REVIEWED incidents included.



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INCIDENT TYPE	# INCIDENTS
554 - Assist invalid	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	2
651 - Smoke scare, odor of smoke	3
730 - System malfunction, other	1
743 - Smoke detector activation, no fire - unintentional	2

Incidents for 20 - Station 20:

39

Station: 21 - STATION 21 - Fairfax

321 - EMS call, excluding vehicle accident with injury	38
322 - Motor vehicle accident with injuries	3
444 - Power line down	1
445 - Arcing, shorted electrical equipment	2
480 - Attempted burning, illegal action, other	1
550 - Public service assistance, other	4
553 - Public service	5
554 - Assist invalid	3
571 - Cover assignment, standby, moveup	3
611 - Dispatched & cancelled en route	6
651 - Smoke scare, odor of smoke	4
653 - Smoke from barbecue, tar kettle	1
711 - Municipal alarm system, malicious false alarm	1
730 - System malfunction, other	1
733 - Smoke detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	2
746 - Carbon monoxide detector activation, no CO	1

Incidents for 21 - Station 21:

78

Only REVIEWED incidents included.



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Ross Valley Fire, CA

Budget Report Group Summary

For Fiscal: 2023-2024 Period Ending: 11/30/2023

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND						
Revenue						
475 - MEMBER CONTRIBUTIONS	11,660,707.00	11,660,707.00	971,725.66	4,858,628.33	-6,802,078.67	58.33%
495 - OUTSIDE / MISCELLANEOUS REVENUE	1,877,091.00	1,877,091.00	274,275.12	1,041,134.13	-835,956.87	44.53%
Revenue Total:	13,537,798.00	13,537,798.00	1,246,000.78	5,899,762.46	-7,638,035.54	56.42%
Expense						
600 - SALARIES AND WAGES	6,889,961.00	6,889,961.00	552,797.36	2,934,588.77	3,955,372.23	57.41%
601 - RETIREMENT	2,385,110.00	2,385,110.00	87,864.05	1,677,344.08	707,765.92	29.67%
602 - EMPLOYEE BENEFITS	2,319,575.00	2,319,575.00	127,579.94	969,196.55	1,350,378.45	58.22%
610 - TRAINING	43,260.00	43,260.00	670.64	15,210.11	28,049.89	64.84%
611 - OUTSIDE SERVICES	741,096.00	741,096.00	11,366.49	337,591.30	403,504.70	54.45%
613 - PUBLICATION / DUES	9,866.00	9,866.00	0.00	5,286.62	4,579.38	46.42%
614 - MAINTENANCE	22,123.00	22,123.00	408.75	4,165.83	17,957.17	81.17%
615 - BUILDING MAINTENANCE	78,500.00	78,500.00	1,335.16	7,016.36	71,483.64	91.06%
616 - VEHICLE MAINTENANCE	120,500.00	120,500.00	4,166.58	45,847.25	74,652.75	61.95%
617 - UTILITIES	150,153.00	150,153.00	18,152.56	48,151.66	102,001.34	67.93%
619 - MISCELLANEOUS	0.00	0.00	228.13	4,721.04	-4,721.04	0.00%
620 - OFFICE SUPPLIES	6,215.00	6,215.00	19.99	1,586.54	4,628.46	74.47%
622 - DEPARTMENT SUPPLIES	131,675.00	131,675.00	21,536.17	64,377.18	67,297.82	51.11%
625 - FURNISHINGS	8,487.00	8,487.00	0.00	524.38	7,962.62	93.82%
629 - MISCELLANEOUS	101,510.00	101,510.00	-174.29	31,400.16	70,109.84	69.07%
630 - EQUIPMENT	49,081.00	49,081.00	386.22	3,042.35	46,038.65	93.80%
631 - CAPITAL OUTLAY	115,030.00	115,030.00	3,888.86	45,946.53	69,083.47	60.06%
670 - TRANSFERS OUT	365,656.00	365,656.00	0.00	0.00	365,656.00	100.00%
Expense Total:	13,537,798.00	13,537,798.00	830,226.61	6,195,996.71	7,341,801.29	54.23%
Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	415,774.17	-296,234.25	-296,234.25	0.00%
Fund: 15 - VEHICLE FUND						
Revenue						
519 - TRANSFERS IN	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
Revenue Total:	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
Expense						
631 - CAPITAL OUTLAY	98,000.00	98,000.00	0.00	170,609.27	-72,609.27	-74.09%
640 - PRINCIPAL	308,919.00	308,919.00	0.00	0.00	308,919.00	100.00%
641 - INTEREST	14,910.00	14,910.00	0.00	0.00	14,910.00	100.00%
Expense Total:	421,829.00	421,829.00	0.00	170,609.27	251,219.73	59.55%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	-56,173.00	-56,173.00	0.00	-170,609.27	-114,436.27	-203.72%
Report Surplus (Deficit):	-56,173.00	-56,173.00	415,774.17	-466,843.52	-410,670.52	-731.08%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	0.00	415,774.17	-296,234.25	-296,234.25
15 - VEHICLE FUND	-56,173.00	-56,173.00	0.00	-170,609.27	-114,436.27
Report Surplus (Deficit):	-56,173.00	-56,173.00	415,774.17	-466,843.52	-410,670.52



Ross Valley Fire, CA

Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND							
Revenue							
01.00.47501.00	FAIRFAX	2,407,212.00	2,407,212.00	200,601.00	1,003,005.00	-1,404,207.00	58.33 %
01.00.47502.00	ROSS	2,414,444.00	2,414,444.00	201,203.66	1,006,018.30	-1,408,425.70	58.33 %
01.00.47503.00	SAN ANSELMO	4,187,309.00	4,187,309.00	348,942.41	1,744,712.08	-2,442,596.92	58.33 %
01.00.47504.00	SLEEPY HOLLOW	1,322,417.00	1,322,417.00	110,201.42	551,007.10	-771,409.90	58.33 %
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	51,519.00	51,519.00	4,293.34	21,466.70	-30,052.30	58.33 %
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,277,806.00	1,277,806.00	106,483.83	532,419.15	-745,386.85	58.33 %
01.00.49501.00	COUNTY OF MARIN	258,021.00	258,021.00	0.00	258,021.00	0.00	0.00 %
01.00.49502.00	OES REIMBURSEMENT OUT OF CO	0.00	0.00	0.00	50,771.36	50,771.36	0.00 %
01.00.49504.00	RVPA REIMBURSEMENT MEDIC PR	306,093.00	306,093.00	157,675.56	157,675.56	-148,417.44	48.49 %
01.00.49506.00	RVPA RENTAL	33,440.00	33,440.00	0.00	32,624.09	-815.91	2.44 %
01.00.49507.00	LAIF INTEREST	20,000.00	20,000.00	0.00	5,880.05	-14,119.95	70.60 %
01.00.49509.00	RVPA AGENCY REIMBURSEMENT	47,290.00	47,290.00	-3,544.18	47,290.00	0.00	0.00 %
01.00.49510.00	PLAN CHECKING FEES	280,000.00	280,000.00	22,637.96	132,629.07	-147,370.93	52.63 %
01.00.49511.00	RE-SALE INSPECTION FEES	50,000.00	50,000.00	0.00	176.70	-49,823.30	99.65 %
01.00.49512.00	MISCELLANEOUS INCOME	10,000.00	10,000.00	262.79	854.42	-9,145.58	91.46 %
01.00.49513.00	WORKERS COMP REIMBURSEMENT	0.00	0.00	28,765.86	82,429.40	82,429.40	0.00 %
01.00.49517.00	DISASTER COORDINATOR REIMB.	93,241.00	93,241.00	26,301.87	18,261.41	-74,979.59	80.41 %
01.00.49518.00	DEFENSIBLE SPACE INSPECTION CO	327,410.00	327,410.00	0.00	0.00	-327,410.00	100.00 %
01.00.49523.00	APPARATUS REPLACEMENT	365,656.00	365,656.00	30,471.33	152,356.65	-213,299.35	58.33 %
01.00.49524.00	TECHNOLOGY FEES	25,940.00	25,940.00	1,703.93	9,956.53	-15,983.47	61.62 %
01.00.49526.18	STATION MAINT REVENUE #18	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
01.00.49526.19	STATION MAINT REVENUE #19	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
01.00.49526.20	STATION MAINT REVENUE #20	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
01.00.49526.21	STATION MAINT REVENUE #21	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
01.00.49527.00	MWPA DSPACE	0.00	0.00	0.00	82,207.89	82,207.89	0.00 %
01.00.49528.00	MWPA LOCAL FUNDS	0.00	0.00	10,000.00	10,000.00	10,000.00	0.00 %
	Revenue Total:	13,537,798.00	13,537,798.00	1,246,000.78	5,899,762.46	-7,638,035.54	56.42%
Expense							
01.00.60000.00	REGULAR SALARIES	5,448,297.00	5,448,297.00	375,456.86	1,920,928.22	3,527,368.78	64.74 %
01.00.60010.00	TEMPORARY HIRE	17,389.00	17,389.00	0.00	8,875.83	8,513.17	48.96 %
01.00.60020.00	MINIMUM STAFFING	795,960.00	795,960.00	130,696.33	569,898.79	226,061.21	28.40 %
01.00.60021.00	HOURLY OVERTIME	102,354.00	102,354.00	7,911.86	40,774.78	61,579.22	60.16 %
01.00.60024.00	SHIFT DIFFERENTIAL OT	23,411.00	23,411.00	9,177.57	37,779.60	-14,368.60	-61.38 %
01.00.60025.00	OT OES RESPONSE	0.00	0.00	0.00	215,094.06	-215,094.06	0.00 %
01.00.60026.00	OT TRAINING	70,576.00	70,576.00	113.29	8,405.85	62,170.15	88.09 %
01.00.60027.00	HOLIDAY	224,083.00	224,083.00	17,624.59	88,119.58	135,963.42	60.68 %
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	24,274.00	24,274.00	2,547.46	2,547.46	21,726.54	89.51 %
01.00.60029.00	FLSA O/T	108,747.00	108,747.00	8,255.22	37,150.42	71,596.58	65.84 %
01.00.60030.00	S/L BUY BACK	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
01.00.60035.00	RETIRED S/L COMPENSATION	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
01.00.60039.00	EXECUTIVE OFFICER	3,600.00	3,600.00	300.00	1,500.00	2,100.00	58.33 %
01.00.60040.00	BOARD MEMBER STIPEND	8,000.00	8,000.00	700.00	3,500.00	4,500.00	56.25 %
01.00.60100.00	RETIREMENT	2,385,110.00	2,385,110.00	87,864.05	1,677,344.08	707,765.92	29.67 %
01.00.60200.00	CAFETERIA HEALTH PLAN	940,000.00	940,000.00	71,676.73	361,769.41	578,230.59	61.51 %
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	39,793.00	39,793.00	3,211.84	15,858.46	23,934.54	60.15 %
01.00.60215.00	WORKERS' COMPENSATION INSUR	487,535.00	487,535.00	0.00	323,970.00	163,565.00	33.55 %
01.00.60220.00	PAYROLL TAXES	97,205.00	97,205.00	8,863.32	47,369.44	49,835.56	51.27 %
01.00.60223.00	UNIFORM REIMBURSEMENT	26,640.00	26,640.00	1,921.76	9,629.07	17,010.93	63.85 %
01.00.60225.00	EDUCATION REIMBURSEMENT	122,512.00	122,512.00	9,500.27	47,499.96	75,012.04	61.23 %
01.00.60231.00	RETIREES' HEALTH INSURANCE	605,890.00	605,890.00	32,406.02	163,090.30	442,799.70	73.08 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 11/30/2023

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
01.00.61103.00	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	20.00	80.00	-80.00	0.00 %
01.00.61115.00	LIABILITY INSURANCE	71,322.00	71,322.00	0.00	60,250.00	11,072.00	15.52 %
01.00.62999.00	CONTINGENCY	26,510.00	26,510.00	0.00	0.00	26,510.00	100.00 %
01.00.67099.00	TRANSFERS OUT	365,656.00	365,656.00	0.00	0.00	365,656.00	100.00 %
01.05.61103.00	AUDIT & BOOKKEEPING SERVICES	32,575.00	32,575.00	394.66	14,493.22	18,081.78	55.51 %
01.05.61105.00	OTHER CONTRACT SERVICES	64,684.00	64,684.00	1,227.61	17,958.81	46,725.19	72.24 %
01.05.61107.00	ATTORNEY/LEGAL FEES	11,256.00	11,256.00	1,254.00	10,155.85	1,100.15	9.77 %
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	0.00	0.00	2,900.00	100.00 %
01.05.61120.00	CONTRACT SERVICES-SAN ANSELM	92,772.00	92,772.00	0.00	23,193.00	69,579.00	75.00 %
01.05.61121.00	COMPUTER SOFTWARE/SUPPORT	35,593.00	35,593.00	883.34	13,278.36	22,314.64	62.69 %
01.05.61122.00	WEB PAGE DESIGN AND MAINTENA	8,699.00	8,699.00	0.00	0.00	8,699.00	100.00 %
01.05.61127.00	HEALTH AND WELLNESS	28,325.00	28,325.00	115.00	365.00	27,960.00	98.71 %
01.05.61129.00	HIRING EXPENSES	12,731.00	12,731.00	3,489.00	5,730.58	7,000.42	54.99 %
01.05.61300.00	PUBLICATIONS AND DUES	9,866.00	9,866.00	0.00	5,286.62	4,579.38	46.42 %
01.05.62000.00	OFFICE SUPPLIES	5,100.00	5,100.00	0.00	1,282.41	3,817.59	74.85 %
01.05.62003.00	POSTAGE	1,115.00	1,115.00	19.99	304.13	810.87	72.72 %
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	13,526.00	13,526.00	336.64	3,235.55	10,290.45	76.08 %
01.10.60065.02	EXPLORER POST	9,270.00	9,270.00	14.18	14.18	9,255.82	99.85 %
01.10.61000.00	TRAINING AND EDUCATION	43,260.00	43,260.00	670.64	15,210.11	28,049.89	64.84 %
01.10.61100.00	DISPATCH	252,000.00	252,000.00	0.00	107,466.50	144,533.50	57.35 %
01.10.61101.00	RADIO REPAIR	5,150.00	5,150.00	0.00	676.29	4,473.71	86.87 %
01.10.61102.00	HAZARDOUS MATERIAL REMOVAL	1,030.00	1,030.00	0.00	0.00	1,030.00	100.00 %
01.10.61108.00	HAZARDOUS MATERIAL CONTRACT	9,840.00	9,840.00	0.00	0.00	9,840.00	100.00 %
01.10.61110.00	MERA OPERATING EXPENSE	107,339.00	107,339.00	3,860.00	82,858.51	24,480.49	22.81 %
01.10.61410.00	EQUIPMENT MAINTENANCE	12,257.00	12,257.00	-28.10	265.88	11,991.12	97.83 %
01.10.61902.00	MWPA DEFENDSIBLE SPACE	0.00	0.00	0.00	4,492.91	-4,492.91	0.00 %
01.10.62203.00	EMERGENCY RESPONSE SUPPLIES	4,478.00	4,478.00	0.00	5,681.78	-1,203.78	-26.88 %
01.10.62204.00	PARAMEDIC RESPONSE SUPPLIES	40,000.00	40,000.00	4,692.49	16,651.95	23,348.05	58.37 %
01.10.62210.00	BREATHING APPARATUS	7,107.00	7,107.00	0.00	0.00	7,107.00	100.00 %
01.10.62211.00	BREATHING APPARATUS-CONTRACT	7,532.00	7,532.00	0.00	2,230.15	5,301.85	70.39 %
01.10.62213.00	PERSONAL PROTECTIVE EQUIPMEN	39,396.00	39,396.00	0.00	5,643.82	33,752.18	85.67 %
01.10.63131.00	EQUIPMENT	40,000.00	40,000.00	3,668.16	9,244.06	30,755.94	76.89 %
01.10.63140.00	HYDRANTS	28,428.00	28,428.00	0.00	28,069.25	358.75	1.26 %
01.10.63150.00	COMMUNICATIONS EQUIPMENT	22,279.00	22,279.00	220.70	8,288.36	13,990.64	62.80 %
01.10.63160.00	TURNOUTS	24,323.00	24,323.00	0.00	344.86	23,978.14	98.58 %
01.14.61500.00	BUILDING MAINTENANCE AND LAN	18,500.00	18,500.00	0.00	809.81	17,690.19	95.62 %
01.14.61500.18	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	1,618.73	13,381.27	89.21 %
01.14.61500.19	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	200.19	2,392.99	12,607.01	84.05 %
01.14.61500.20	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	1,117.17	1,772.17	13,227.83	88.19 %
01.14.61500.21	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	17.80	422.66	14,577.34	97.18 %
01.14.61702.00	GAS AND ELECTRIC	55,000.00	55,000.00	6,636.00	13,413.17	41,586.83	75.61 %
01.14.61703.00	WATER	8,900.00	8,900.00	2,130.02	5,774.07	3,125.93	35.12 %
01.14.61704.00	SEWER	4,000.00	4,000.00	4,120.80	4,120.80	-120.80	-3.02 %
01.14.61705.00	TELEPHONE	82,253.00	82,253.00	5,265.74	24,843.62	57,409.38	69.80 %
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLI	10,300.00	10,300.00	1,151.54	3,898.54	6,401.46	62.15 %
01.14.62501.00	FURNISHINGS	8,487.00	8,487.00	0.00	524.38	7,962.62	93.82 %
01.14.63040.00	APPLIANCES	5,150.00	5,150.00	0.00	858.21	4,291.79	83.34 %
01.14.63041.00	OFFICE EQUIPMENT	10,300.00	10,300.00	0.00	0.00	10,300.00	100.00 %
01.14.63042.00	EXERCISE EQUIPMENT	10,609.00	10,609.00	0.00	1,797.92	8,811.08	83.05 %
01.14.63044.00	TECHNOLOGY PURCHASES	23,022.00	23,022.00	386.22	386.22	22,635.78	98.32 %
01.15.60220.00	PAYROLL TAXES - COMMUNITY EDU	0.00	0.00	0.00	9.91	-9.91	0.00 %
01.15.61131.00	FIRE PREVENTION	4,880.00	4,880.00	122.88	1,085.18	3,794.82	77.76 %
01.15.61902.00	MWPA D-Space	0.00	0.00	228.13	228.13	-228.13	0.00 %
01.15.61903.00	MWPA Local Projects	0.00	0.00	12,906.50	23,817.83	-23,817.83	0.00 %
01.15.62220.00	COMMUNITY EDUCATION & PREP.	9,336.00	9,336.00	2,449.00	3,217.56	6,118.44	65.54 %
01.25.61411.00	BURN TRAILER MAINTENANCE	9,866.00	9,866.00	436.85	3,899.95	5,966.05	60.47 %
01.25.61600.00	FLEET MAINTENANCE/REPAIRS	120,500.00	120,500.00	4,166.58	45,847.25	74,652.75	61.95 %
01.25.62988.00	FUEL	57,500.00	57,500.00	-1,145.95	26,413.13	31,086.87	54.06 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01.25.62989.00	FLEET PARTS	17,500.00	17,500.00	971.66	4,987.03	12,512.97	71.50 %
	Expense Total:	13,537,798.00	13,537,798.00	830,226.61	6,195,996.71	7,341,801.29	54.23%
	Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	415,774.17	-296,234.25	-296,234.25	0.00%
Fund: 15 - VEHICLE FUND							
Revenue							
15.00.51999.00	TRANSFERS IN	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00 %
	Revenue Total:	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
Expense							
15.00.63154.00	VEHICLE PURCHASE	98,000.00	98,000.00	0.00	170,609.27	-72,609.27	-74.09 %
15.00.64010.00	LEASE PAYMENT - PRINCIPAL	308,919.00	308,919.00	0.00	0.00	308,919.00	100.00 %
15.00.64110.00	LEASE PAYMENT - INTEREST	14,910.00	14,910.00	0.00	0.00	14,910.00	100.00 %
	Expense Total:	421,829.00	421,829.00	0.00	170,609.27	251,219.73	59.55%
	Fund: 15 - VEHICLE FUND Surplus (Deficit):	-56,173.00	-56,173.00	0.00	-170,609.27	-114,436.27	-203.72%
	Report Surplus (Deficit):	-56,173.00	-56,173.00	415,774.17	-466,843.52	-410,670.52	-731.08%

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND						
Revenue	13,537,798.00	13,537,798.00	1,246,000.78	5,899,762.46	-7,638,035.54	56.42%
Expense	13,537,798.00	13,537,798.00	830,226.61	6,195,996.71	7,341,801.29	54.23%
Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	415,774.17	-296,234.25	-296,234.25	0.00%
Fund: 15 - VEHICLE FUND						
Revenue	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
Expense	421,829.00	421,829.00	0.00	170,609.27	251,219.73	59.55%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	-56,173.00	-56,173.00	0.00	-170,609.27	-114,436.27	-203.72%
Report Surplus (Deficit):	-56,173.00	-56,173.00	415,774.17	-466,843.52	-410,670.52	-731.08%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	0.00	415,774.17	-296,234.25	-296,234.25
15 - VEHICLE FUND	-56,173.00	-56,173.00	0.00	-170,609.27	-114,436.27
Report Surplus (Deficit):	-56,173.00	-56,173.00	415,774.17	-466,843.52	-410,670.52



Budget Report Group Summary

For Fiscal: 2023-2024 Period Ending: 12/31/2023

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND						
Revenue						
475 - MEMBER CONTRIBUTIONS	11,660,707.00	11,660,707.00	971,725.66	5,830,353.99	-5,830,353.01	50.00%
495 - OUTSIDE / MISCELLANEOUS REVENUE	1,877,091.00	1,877,091.00	442,594.09	1,483,728.22	-393,362.78	20.96%
Revenue Total:	13,537,798.00	13,537,798.00	1,414,319.75	7,314,082.21	-6,223,715.79	45.97%
Expense						
600 - SALARIES AND WAGES	6,889,961.00	6,889,961.00	563,941.56	3,498,530.33	3,391,430.67	49.22%
601 - RETIREMENT	2,385,110.00	2,385,110.00	88,117.33	1,765,461.41	619,648.59	25.98%
602 - EMPLOYEE BENEFITS	2,319,575.00	2,319,575.00	106,505.85	1,075,702.40	1,243,872.60	53.63%
610 - TRAINING	43,260.00	43,260.00	425.00	15,635.11	27,624.89	63.86%
611 - OUTSIDE SERVICES	741,096.00	741,096.00	50,054.98	387,646.28	353,449.72	47.69%
613 - PUBLICATION / DUES	9,866.00	9,866.00	0.00	5,286.62	4,579.38	46.42%
614 - MAINTENANCE	22,123.00	22,123.00	0.00	4,165.83	17,957.17	81.17%
615 - BUILDING MAINTENANCE	78,500.00	78,500.00	788.32	7,804.68	70,695.32	90.06%
616 - VEHICLE MAINTENANCE	120,500.00	120,500.00	6,822.10	52,669.35	67,830.65	56.29%
617 - UTILITIES	150,153.00	150,153.00	2,446.70	50,598.36	99,554.64	66.30%
619 - MISCELLANEOUS	0.00	0.00	0.00	4,721.04	-4,721.04	0.00%
620 - OFFICE SUPPLIES	6,215.00	6,215.00	40.37	1,626.91	4,588.09	73.82%
622 - DEPARTMENT SUPPLIES	131,675.00	131,675.00	414.09	64,791.27	66,883.73	50.79%
625 - FURNISHINGS	8,487.00	8,487.00	0.00	524.38	7,962.62	93.82%
629 - MISCELLANEOUS	101,510.00	101,510.00	3,180.97	34,581.13	66,928.87	65.93%
630 - EQUIPMENT	49,081.00	49,081.00	5,695.63	8,737.98	40,343.02	82.20%
631 - CAPITAL OUTLAY	115,030.00	115,030.00	445.10	46,391.63	68,638.37	59.67%
670 - TRANSFERS OUT	365,656.00	365,656.00	0.00	0.00	365,656.00	100.00%
Expense Total:	13,537,798.00	13,537,798.00	828,878.00	7,024,874.71	6,512,923.29	48.11%
Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	585,441.75	289,207.50	289,207.50	0.00%
Fund: 15 - VEHICLE FUND						
Revenue						
519 - TRANSFERS IN	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
Revenue Total:	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
Expense						
631 - CAPITAL OUTLAY	98,000.00	98,000.00	37,713.39	208,322.66	-110,322.66	-112.57%
640 - PRINCIPAL	308,919.00	308,919.00	0.00	0.00	308,919.00	100.00%
641 - INTEREST	14,910.00	14,910.00	0.00	0.00	14,910.00	100.00%
Expense Total:	421,829.00	421,829.00	37,713.39	208,322.66	213,506.34	50.61%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	-56,173.00	-56,173.00	-37,713.39	-208,322.66	-152,149.66	-270.86%
Report Surplus (Deficit):	-56,173.00	-56,173.00	547,728.36	80,884.84	137,057.84	243.99%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	0.00	585,441.75	289,207.50	289,207.50
15 - VEHICLE FUND	-56,173.00	-56,173.00	-37,713.39	-208,322.66	-152,149.66
Report Surplus (Deficit):	-56,173.00	-56,173.00	547,728.36	80,884.84	137,057.84



Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND							
Revenue							
01.00.47501.00	FAIRFAX	2,407,212.00	2,407,212.00	200,601.00	1,203,606.00	-1,203,606.00	50.00 %
01.00.47502.00	ROSS	2,414,444.00	2,414,444.00	201,203.66	1,207,221.96	-1,207,222.04	50.00 %
01.00.47503.00	SAN ANSELMO	4,187,309.00	4,187,309.00	348,942.41	2,093,654.49	-2,093,654.51	50.00 %
01.00.47504.00	SLEEPY HOLLOW	1,322,417.00	1,322,417.00	110,201.42	661,208.52	-661,208.48	50.00 %
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	51,519.00	51,519.00	4,293.34	25,760.04	-25,758.96	50.00 %
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,277,806.00	1,277,806.00	106,483.83	638,902.98	-638,903.02	50.00 %
01.00.49501.00	COUNTY OF MARIN	258,021.00	258,021.00	0.00	258,021.00	0.00	0.00 %
01.00.49502.00	OES REIMBURSEMENT OUT OF CO	0.00	0.00	305,531.46	356,302.82	356,302.82	0.00 %
01.00.49504.00	RVPA REIMBURSEMENT MEDIC PR	306,093.00	306,093.00	0.00	157,675.56	-148,417.44	48.49 %
01.00.49506.00	RVPA RENTAL	33,440.00	33,440.00	0.00	32,624.09	-815.91	2.44 %
01.00.49507.00	LAIF INTEREST	20,000.00	20,000.00	0.00	5,880.05	-14,119.95	70.60 %
01.00.49509.00	RVPA AGENCY REIMBURSEMENT	47,290.00	47,290.00	0.00	47,290.00	0.00	0.00 %
01.00.49510.00	PLAN CHECKING FEES	280,000.00	280,000.00	14,800.04	147,429.11	-132,570.89	47.35 %
01.00.49511.00	RE-SALE INSPECTION FEES	50,000.00	50,000.00	0.00	176.70	-49,823.30	99.65 %
01.00.49512.00	MISCELLANEOUS INCOME	10,000.00	10,000.00	553.31	1,407.73	-8,592.27	85.92 %
01.00.49513.00	WORKERS COMP REIMBURSEMENT	0.00	0.00	26,600.32	109,029.72	109,029.72	0.00 %
01.00.49517.00	DISASTER COORDINATOR REIMB.	93,241.00	93,241.00	17,560.83	35,822.24	-57,418.76	61.58 %
01.00.49518.00	DEFENSIBLE SPACE INSPECTION CO	327,410.00	327,410.00	44,594.36	44,594.36	-282,815.64	86.38 %
01.00.49523.00	APPARATUS REPLACEMENT	365,656.00	365,656.00	30,471.33	182,827.98	-182,828.02	50.00 %
01.00.49524.00	TECHNOLOGY FEES	25,940.00	25,940.00	1,113.98	11,070.51	-14,869.49	57.32 %
01.00.49526.18	STATION MAINT REVENUE #18	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
01.00.49526.19	STATION MAINT REVENUE #19	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
01.00.49526.20	STATION MAINT REVENUE #20	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
01.00.49526.21	STATION MAINT REVENUE #21	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
01.00.49527.00	MWPA DSPACE	0.00	0.00	0.00	82,207.89	82,207.89	0.00 %
01.00.49528.00	MWPA LOCAL FUNDS	0.00	0.00	1,368.46	11,368.46	11,368.46	0.00 %
	Revenue Total:	13,537,798.00	13,537,798.00	1,414,319.75	7,314,082.21	-6,223,715.79	45.97%
Expense							
01.00.60000.00	REGULAR SALARIES	5,448,297.00	5,448,297.00	377,798.15	2,298,726.37	3,149,570.63	57.81 %
01.00.60010.00	TEMPORARY HIRE	17,389.00	17,389.00	0.00	8,875.83	8,513.17	48.96 %
01.00.60020.00	MINIMUM STAFFING	795,960.00	795,960.00	138,753.86	708,652.65	87,307.35	10.97 %
01.00.60021.00	HOURLY OVERTIME	102,354.00	102,354.00	5,514.77	46,289.55	56,064.45	54.78 %
01.00.60024.00	SHIFT DIFFERENTIAL OT	23,411.00	23,411.00	9,600.81	47,380.41	-23,969.41	-102.39 %
01.00.60025.00	OT OES RESPONSE	0.00	0.00	0.00	215,094.06	-215,094.06	0.00 %
01.00.60026.00	OT TRAINING	70,576.00	70,576.00	4,087.22	12,493.07	58,082.93	82.30 %
01.00.60027.00	HOLIDAY	224,083.00	224,083.00	17,637.61	105,757.19	118,325.81	52.80 %
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	24,274.00	24,274.00	329.17	2,876.63	21,397.37	88.15 %
01.00.60029.00	FLSA O/T	108,747.00	108,747.00	8,262.71	45,413.13	63,333.87	58.24 %
01.00.60030.00	S/L BUY BACK	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
01.00.60035.00	RETIRED S/L COMPENSATION	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
01.00.60039.00	EXECUTIVE OFFICER	3,600.00	3,600.00	300.00	1,800.00	1,800.00	50.00 %
01.00.60040.00	BOARD MEMBER STIPEND	8,000.00	8,000.00	1,300.00	4,800.00	3,200.00	40.00 %
01.00.60100.00	RETIREMENT	2,385,110.00	2,385,110.00	88,117.33	1,765,461.41	619,648.59	25.98 %
01.00.60200.00	CAFETERIA HEALTH PLAN	940,000.00	940,000.00	78,055.71	439,825.12	500,174.88	53.21 %
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	39,793.00	39,793.00	3,211.84	19,070.30	20,722.70	52.08 %
01.00.60215.00	WORKERS' COMPENSATION INSUR	487,535.00	487,535.00	0.00	323,970.00	163,565.00	33.55 %
01.00.60220.00	PAYROLL TAXES	97,205.00	97,205.00	8,347.72	55,717.16	41,487.84	42.68 %
01.00.60223.00	UNIFORM REIMBURSEMENT	26,640.00	26,640.00	1,921.54	11,550.61	15,089.39	56.64 %
01.00.60225.00	EDUCATION REIMBURSEMENT	122,512.00	122,512.00	9,506.54	57,006.50	65,505.50	53.47 %
01.00.60231.00	RETIREES' HEALTH INSURANCE	605,890.00	605,890.00	5,462.50	168,552.80	437,337.20	72.18 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
01.00.61103.00	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	0.00	80.00	-80.00	0.00 %
01.00.61115.00	LIABILITY INSURANCE	71,322.00	71,322.00	0.00	60,250.00	11,072.00	15.52 %
01.00.62999.00	CONTINGENCY	26,510.00	26,510.00	0.00	0.00	26,510.00	100.00 %
01.00.67099.00	TRANSFERS OUT	365,656.00	365,656.00	0.00	0.00	365,656.00	100.00 %
01.05.61103.00	AUDIT & BOOKKEEPING SERVICES	32,575.00	32,575.00	327.22	14,820.44	17,754.56	54.50 %
01.05.61105.00	OTHER CONTRACT SERVICES	64,684.00	64,684.00	1,218.76	19,177.57	45,506.43	70.35 %
01.05.61107.00	ATTORNEY/LEGAL FEES	11,256.00	11,256.00	0.00	10,155.85	1,100.15	9.77 %
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	0.00	0.00	2,900.00	100.00 %
01.05.61120.00	CONTRACT SERVICES-SAN ANSELM	92,772.00	92,772.00	23,193.00	46,386.00	46,386.00	50.00 %
01.05.61121.00	COMPUTER SOFTWARE/SUPPORT	35,593.00	35,593.00	1,190.00	14,468.36	21,124.64	59.35 %
01.05.61122.00	WEB PAGE DESIGN AND MAINTENA	8,699.00	8,699.00	0.00	0.00	8,699.00	100.00 %
01.05.61127.00	HEALTH AND WELLNESS	28,325.00	28,325.00	24,126.00	24,491.00	3,834.00	13.54 %
01.05.61129.00	HIRING EXPENSES	12,731.00	12,731.00	0.00	5,730.58	7,000.42	54.99 %
01.05.61300.00	PUBLICATIONS AND DUES	9,866.00	9,866.00	0.00	5,286.62	4,579.38	46.42 %
01.05.62000.00	OFFICE SUPPLIES	5,100.00	5,100.00	40.37	1,322.78	3,777.22	74.06 %
01.05.62003.00	POSTAGE	1,115.00	1,115.00	0.00	304.13	810.87	72.72 %
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	13,526.00	13,526.00	150.90	3,386.45	10,139.55	74.96 %
01.10.60065.02	EXPLORER POST	9,270.00	9,270.00	357.26	371.44	8,898.56	95.99 %
01.10.61000.00	TRAINING AND EDUCATION	43,260.00	43,260.00	425.00	15,635.11	27,624.89	63.86 %
01.10.61100.00	DISPATCH	252,000.00	252,000.00	0.00	107,466.50	144,533.50	57.35 %
01.10.61101.00	RADIO REPAIR	5,150.00	5,150.00	0.00	676.29	4,473.71	86.87 %
01.10.61102.00	HAZARDOUS MATERIAL REMOVAL	1,030.00	1,030.00	0.00	0.00	1,030.00	100.00 %
01.10.61108.00	HAZARDOUS MATERIAL CONTRACT	9,840.00	9,840.00	0.00	0.00	9,840.00	100.00 %
01.10.61110.00	MERA OPERATING EXPENSE	107,339.00	107,339.00	0.00	82,858.51	24,480.49	22.81 %
01.10.61410.00	EQUIPMENT MAINTENANCE	12,257.00	12,257.00	0.00	265.88	11,991.12	97.83 %
01.10.61902.00	MWPA DEFENDSIBLE SPACE	0.00	0.00	0.00	4,492.91	-4,492.91	0.00 %
01.10.62203.00	EMERGENCY RESPONSE SUPPLIES	4,478.00	4,478.00	0.00	5,681.78	-1,203.78	-26.88 %
01.10.62204.00	PARAMEDIC RESPONSE SUPPLIES	40,000.00	40,000.00	0.00	16,651.95	23,348.05	58.37 %
01.10.62210.00	BREATHING APPARATUS	7,107.00	7,107.00	0.00	0.00	7,107.00	100.00 %
01.10.62211.00	BREATHING APPARATUS-CONTRACT	7,532.00	7,532.00	67.68	2,297.83	5,234.17	69.49 %
01.10.62213.00	PERSONAL PROTECTIVE EQUIPMEN	39,396.00	39,396.00	0.00	5,643.82	33,752.18	85.67 %
01.10.63131.00	EQUIPMENT	40,000.00	40,000.00	788.32	10,032.38	29,967.62	74.92 %
01.10.63140.00	HYDRANTS	28,428.00	28,428.00	0.00	28,069.25	358.75	1.26 %
01.10.63150.00	COMMUNICATIONS EQUIPMENT	22,279.00	22,279.00	-343.22	7,945.14	14,333.86	64.34 %
01.10.63160.00	TURNOUTS	24,323.00	24,323.00	0.00	344.86	23,978.14	98.58 %
01.14.61500.00	BUILDING MAINTENANCE AND LAN	18,500.00	18,500.00	0.00	809.81	17,690.19	95.62 %
01.14.61500.18	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	277.91	1,896.64	13,103.36	87.36 %
01.14.61500.19	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	37.80	2,430.79	12,569.21	83.79 %
01.14.61500.20	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	190.00	1,962.17	13,037.83	86.92 %
01.14.61500.21	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	282.61	705.27	14,294.73	95.30 %
01.14.61702.00	GAS AND ELECTRIC	55,000.00	55,000.00	0.00	13,413.17	41,586.83	75.61 %
01.14.61703.00	WATER	8,900.00	8,900.00	-79.54	5,694.53	3,205.47	36.02 %
01.14.61704.00	SEWER	4,000.00	4,000.00	0.00	4,120.80	-120.80	-3.02 %
01.14.61705.00	TELEPHONE	82,253.00	82,253.00	2,526.24	27,369.86	54,883.14	66.72 %
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLI	10,300.00	10,300.00	195.51	4,094.05	6,205.95	60.25 %
01.14.62501.00	FURNISHINGS	8,487.00	8,487.00	0.00	524.38	7,962.62	93.82 %
01.14.63040.00	APPLIANCES	5,150.00	5,150.00	123.37	981.58	4,168.42	80.94 %
01.14.63041.00	OFFICE EQUIPMENT	10,300.00	10,300.00	0.00	0.00	10,300.00	100.00 %
01.14.63042.00	EXERCISE EQUIPMENT	10,609.00	10,609.00	45.86	1,843.78	8,765.22	82.62 %
01.14.63044.00	TECHNOLOGY PURCHASES	23,022.00	23,022.00	5,526.40	5,912.62	17,109.38	74.32 %
01.15.60220.00	PAYROLL TAXES - COMMUNITY EDU	0.00	0.00	0.00	9.91	-9.91	0.00 %
01.15.61131.00	FIRE PREVENTION	4,880.00	4,880.00	0.00	1,085.18	3,794.82	77.76 %
01.15.61902.00	MWPA D-Space	0.00	0.00	0.00	228.13	-228.13	0.00 %
01.15.61903.00	MWPA Local Projects	0.00	0.00	0.00	23,817.83	-23,817.83	0.00 %
01.15.62220.00	COMMUNITY EDUCATION & PREP.	9,336.00	9,336.00	0.00	3,217.56	6,118.44	65.54 %
01.25.61411.00	BURN TRAILER MAINTENANCE	9,866.00	9,866.00	0.00	3,899.95	5,966.05	60.47 %
01.25.61600.00	FLEET MAINTENANCE/REPAIRS	120,500.00	120,500.00	6,822.10	52,669.35	67,830.65	56.29 %
01.25.62988.00	FUEL	57,500.00	57,500.00	3,074.02	29,487.15	28,012.85	48.72 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01.25.62989.00	FLEET PARTS	17,500.00	17,500.00	106.95	5,093.98	12,406.02	70.89 %
	Expense Total:	13,537,798.00	13,537,798.00	828,878.00	7,024,874.71	6,512,923.29	48.11%
	Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	585,441.75	289,207.50	289,207.50	0.00%
Fund: 15 - VEHICLE FUND							
Revenue							
15.00.51999.00	TRANSFERS IN	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00 %
	Revenue Total:	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
Expense							
15.00.63154.00	VEHICLE PURCHASE	98,000.00	98,000.00	37,713.39	208,322.66	-110,322.66	-112.57 %
15.00.64010.00	LEASE PAYMENT - PRINCIPAL	308,919.00	308,919.00	0.00	0.00	308,919.00	100.00 %
15.00.64110.00	LEASE PAYMENT - INTEREST	14,910.00	14,910.00	0.00	0.00	14,910.00	100.00 %
	Expense Total:	421,829.00	421,829.00	37,713.39	208,322.66	213,506.34	50.61%
	Fund: 15 - VEHICLE FUND Surplus (Deficit):	-56,173.00	-56,173.00	-37,713.39	-208,322.66	-152,149.66	-270.86%
	Report Surplus (Deficit):	-56,173.00	-56,173.00	547,728.36	80,884.84	137,057.84	243.99%

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND						
Revenue	13,537,798.00	13,537,798.00	1,414,319.75	7,314,082.21	-6,223,715.79	45.97%
Expense	13,537,798.00	13,537,798.00	828,878.00	7,024,874.71	6,512,923.29	48.11%
Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	585,441.75	289,207.50	289,207.50	0.00%
Fund: 15 - VEHICLE FUND						
Revenue	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
Expense	421,829.00	421,829.00	37,713.39	208,322.66	213,506.34	50.61%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	-56,173.00	-56,173.00	-37,713.39	-208,322.66	-152,149.66	-270.86%
Report Surplus (Deficit):	-56,173.00	-56,173.00	547,728.36	80,884.84	137,057.84	243.99%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	0.00	585,441.75	289,207.50	289,207.50
15 - VEHICLE FUND	-56,173.00	-56,173.00	-37,713.39	-208,322.66	-152,149.66
Report Surplus (Deficit):	-56,173.00	-56,173.00	547,728.36	80,884.84	137,057.84

ROSS VALLEY FIRE DEPARTMENT

Minutes of the Ross Valley Fire Board Meeting of November 8, 2023

Note: These are summary action minutes only. The zoom recording can be accessed by clicking [here](#). The passcode is Rvfd110823#

RVFD BOARD MEETING MINUTES

1. 6:30 pm Call to order.

Board Present: Brekhus (Remotely), Robbins, Fineman, Burdo, Shortall, Finn, Hellman, Cutrano

Board Absents:

Staff Present: Mahoney, Lim, Weber, Cutter, Zuba (Remotely), Badawi (Remotely)

Town Managers Present: Donery, Johnson, Abrahams

Brekhus is attending the meeting remotely due to illness.

M/S Burdo/Cutrano to approve Director Brekhus attending the meeting remotely – roll call vote, eight ayes: Robbins, Fineman, Burdo, Shortall, Finn, Hellman, Cutrano, Brekhus

Agenda – November 8, 2023

Hellman suggested moving agenda Item 6 to the beginning of the meeting due to time constraints.

Item 6 - Authorize the Board President to Enter into a Contract with Marin County Fire Department for 911 Emergency Communications and Dispatch Services Starting July 1, 2024 and Choose One of the Options for Funding the One Time Startup Costs. – Interim Fire Chief Mahoney

Chief Mahoney provided a brief review of the Staff Report. No questions from the Board.

No public comment.

Chief Mahoney noted that a unanimous Board would be needed since the amounts are in excess of 3%. Hellman proposed having a discussion around the options related to the payment of the start-up cost, whether it's a one-time cost or the amortization option.

Robbins suggested option number two, the one-time lump sum, because there would be no fee to pay and it is the option the subcommittee recommended. Hellman agrees. Cutrano and Burdo seconded Robbins' suggestion.

Brekhus asked if there are any guardrails in place if the start up cost goes over budget since there's a budget of start up costs and an estimate of start up costs? She also asked what happens with RVFD's share if another agency backs out?

Chief Weber reviewed the process gone through to arrive at the amount for the start up cost budget. Various vendors have been involved and overall the budget is pretty conservative. Two bids have been received in the past couple of weeks and both have been below the estimated start up cost budget. If the project ends up outside of the estimated construction budget, value engineering and the scope of the project will be looked at.

If an agency were to back out, we would scale. Personnel wise, it's scalable - the number of dispatchers would be reduced. If an agency backs out on the facility piece, we'd have to take a hard look at what we

want to do moving forward. Everyone is intending to sign the contract this week.

Robbins asked for clarification on who the members of the Fire Dispatch Standards Committee are. The Standards Committee is an operational committee who make recommendations to the Executive Committee. The powers and authorities lie with the Executive Committee. The definition section of page two, specifies the Standards Group is comprised of certain officers, officials of the fire protection agencies in Marin County that advise fire chief and fire agencies regarding operational matters.

M/S Burdo/Cutrano to approve Board President to enter in contract with Marin County Fire Department for 911 Emergency Communications and Dispatch Services starting July 1, 2024 and using Option 2 as discussed by the Board – roll call vote, eight ayes: Brekhus, Robbins, Fineman, Burdo, Shortall, Finn, Hellman, Cutrano.

2. Chief Report – Verbal Update by Interim Fire Chief Mahoney

Emergency Preparedness Coordinator: Miranda Miller has moved to another agency. Working with the Management team to talk about the transition and bringing someone new onboard fairly shortly.

Director Shortall expressed interest in being involved in the hiring process of the next Emergency Preparedness Coordinator.

Special Meeting Date: Tentative Special Meeting date of November 27th at 3:30pm. More information to come.

Shared Services Update: Executive Officer Donery provided an update on the Shared Services. We are back in conversation with Central Marin Fire Department, starting with their management team and then the Chiefs.

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.

No public comment concerning this item.

M/S Finn/Burdo to approve consent agenda – roll call vote, seven ayes: Brekhus, Robbins, Burdo, Shortall, Finn, Hellman, Cutrano. One absent: Fineman.

4. Annual Independent Audit Report for Fiscal Year Ending June 30, 2023 – Badawi & Associates

Zuba introduced Badawi & Associates. This is their third year preparing the annual audit report and basic financial statements. Based on their examination of RVFD's records, they've issued an unmodified or cleaned audit opinion. The recommendation is the Fire Board accept the annual financial report for the fiscal year ending June 30, 2023.

Badawi presented the results of the 2023 audit to the Board, which included deliverables and scope of the audit, areas of primary emphasis (revenues and receivables, pension and OPEB, management override of controls), auditors report and financial statements, required communications, and upcoming new accounting standards.

There is no significant fluctuation of the Departments assets over the last three years. There is an increase

in pension liability due to investment performance, but that's the case with most clients.

Badawi did not have any specific adjustments, which means the Department has done a good job capturing all transactions and closing the books. No significant risk or exposures were identified. There was no disagreement with management and no material weaknesses.

No public comment.

Burdo and Chief Mahoney gave a shout out to Jeff Zuba for all of his work with Badawi & Associates.

M/S Cutrano/Burdo to accept the audit – roll call vote, five ayes: Robbins, Burdo, Finn, Hellman, Cutrano. Three absent: Brekhus, Fineman and Shortall

5. Receive Presentation on Defensible Space Program – Kathleen Cutter

Cutter presented the Board with the 2023 end of the year Defensible Space Inspections report.

Cutrano asked what the reasons and limitations are of residents not curing violations. Reasons include people not having funds available, not physically able, and are resistant to being told what to do. A lot is also misunderstanding. It would be helpful to have hard data on points of resistance.

In 2023, \$37,000 worth of grants were awarded, which was about \$2,200 per applicant who received the grant. Funds from the Defensible Space Grant program go quickly every year.

Something new is residents can resolve things on their reports online. They would need to go to the corrections list, select the correction made, and upload a photo of the correction.

Robbins asked if there is pushback for the 5 feet defensible space. There is pushback and we need to figure out how to reach those people.

No public comment.

Director Finn shared that there are four firesmart public demonstration landscape gardens being built in Marin, one of which is in Sleepy Hollow, and should be complete February 2024.

6. Authorize the Board President to Enter into a Contract with Marin County Fire Department for 911 Emergency Communications and Dispatch Services Starting July 1, 2024 and Choose One of the Options for Funding the One Time Startup Costs. – Interim Fire Chief Mahoney

See above. This item was discussed at the beginning of the Board meeting due to time constraints.

7. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.

No comment concerning this item.

8. Open time for Public Expression: The public is welcome to address the Board 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 and that the need to take action arose following the

posting of the agenda.

No public comment concerning this item.

9. Adjourn

The next meeting is scheduled for January 10, 2024, San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960, and via Zoom.

Respectfully submitted,
s/Samantha Stettler
Administrative Assistant

ROSS VALLEY FIRE DEPARTMENT

Minutes of the Ross Valley Fire Board Special Meeting of November 27, 2023

Note: These are summary action minutes only. The zoom recording can be accessed by clicking [here](#). The passcode is Rvfd112723#

RVFD BOARD MEETING MINUTES

1. 3:30 pm Call to order.

Board Present: Brekhus, Robbins, Colbert, Fineman, Shortall, Finn, Hellman, Cutrano

Board Absents:

Staff Present: Mahoney, Lim (Remotely), Zuba

Town Managers Present: Donery, Johnson, Abrahams

Agenda – November 27, 2023

2. Board Shall Consider Extending Funding Through June 30, 2024 To Support The Current Positions Of Interim Fire Chief, Interim Deputy Chief And All Associated Costs To Backfill These Positions With Existing Personnel. A One Time Use Of \$178,800 From Undesignated Reserves Shall Be Considered To Fund The Extension. – Executive Officer Dave Donery

Executive Director Donery summarized the staff report. No questions or discussion from the Board.

No public comment.

M/S Cutrano/Colbert & Finn to approve one-time use of \$178,800 from Undesignated Reserves to fund the extension of current positions – roll call vote, eight ayes: Brekhus, Robbins, Colbert, Fineman, Shortall, Finn, Hellman, Cutrano.

3. Board Shall Consider The Labor Management Subcommittee Recommendation To Increase Staffing With A Position Start Date Of July 1, 2024 Funded By Each Member Agency Paying Their Respective “Percentage Share” From The Position Date Of Hire. – Interim Fire Chief Mahoney

Interim Fire Chief Mahoney summarized the staff report. No questions or discussion from the Board.

No public comment.

M/S Brekhus/Cutrano to approve the increase in staffing – roll call vote, eight ayes: Brekhus, Robbins, Colbert, Fineman, Shortall, Finn, Hellman, Cutrano.

4. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.

Hellman requested an update related to the discussions with Central Marin Fire Department, so the Board is informed of any and all progress.

5. Open time for Public Expression: The public is welcome to address the Board 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 and that the need to take action arose following the posting of the agenda.

No public comment concerning this item from anyone in the room or on Zoom.

A public comment was received via email from Jody Timms who is currently serving on the nascent Fairfax Community Emergency Preparedness Committee. Timms was sad to hear about the resignation of Emergency Preparedness Coordinator, Miranda Miller and would like to know about future plans for the posting of the position.

6. Adjourn

The next meeting is scheduled for January 10, 2024, San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960, and via Zoom.

Respectfully submitted,
s/Samantha Stettler
Administrative Assistant

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of January 12, 2024

To: Board of Directors

From: Dan Mahoney, Interim Fire Chief

Subject: Appoint President and Vice President to the Ross Valley Fire Department Board of Directors for 2024.

RECOMMENDATION:

For the Fire Board to appoint a new President and Vice President to the Board for 2024.

BACKGROUND:

The Fire Board (Board) adopted a policy in Resolution 00-11, which established the offices of President and Vice President. New officers are appointed in January of each year, serving a one-year term. The practice has been to alternate the presidency and vice presidency between the member agencies.

DISCUSSION:

In January of 2023, The Board appointed Stephanie Hellman as President and Thomas Finn as Vice President. In line with established practice, a member from Sleepy Hollow should be elected President, and a member from San Anselmo should be elected Vice President. Typically, the Vice President is appointed President.

See the table below for past Presidents and Vice President's appointments by member agencies.

Year	President	Vice President
Jan 2023	Stephanie Hellman (Fairfax)	Thomas Finn (Sleepy Hollow)
Jan 2022	Beach Kuhl (Ross)	Renee Goddard (Fairfax)
Jan 2021	Ford Greene (San Anselmo)	Beach Kuhl (Ross)
Jan 2020	Richard Shortall (Sleepy Hollow)	Ford Greene (San Anselmo)
Jan 2019	Peter Lacques (Fairfax)	Richard Shortall (Sleepy Hollow)
Jan 2018	Elizabeth Brekhuis (Ross)	Peter Lacques (Fairfax)
Feb 2017	Tom McInerney (San Anselmo)	Elizabeth Brekhuis (Ross)
Jan 2016	Richard Shortall (Sleepy Hollow)	Tom McInerney (San Anselmo)

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of January 12, 2024

To: Board of Directors

From: Dan Mahoney, Interim Fire Chief

Subject: Adopt Resolution 24-01 Updating the Meeting Location for Regular Meetings of the Ross Valley Fire Department Board of Directors. Board to Consider Adopting New Regular Meeting Dates and Providing Guidelines on Adding Items to the Agenda.

RECOMMENDATION:

Staff recommends the Board adopt Resolution 24-01 updating the meeting location for Regular Meetings of the Ross Valley Fire Department Board of Directors, and for the Board to consider adopting new Regular Meeting dates and providing guidelines on adding items to the agenda.

BACKGROUND:

Government Code section 54954, the Brown Act, requires that a legislative body of a local agency provide; by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body; the time and place for holding regular meetings.

In 2010, the Board passed Resolution 10-09 to establish that the Ross Valley Fire Department Board of Directors (Board) would hold its meetings at 6:30 p.m. on the second Thursday of each month at 525 San Anselmo Avenue, San Anselmo CA, in the months of January, March, May, July, August, and October; and at Fairfax Women’s Club at 46 Park Road, Fairfax, CA in the months of February, April, June, September, November, December.

In 2012, with the expansion of the Joint Powers Authority to include the Town of Ross, the Board passed Resolution 12-09 to establish that the Board would hold its regular meetings at 6:30 p.m. on the second Wednesday of each month with the exception of August and December, and a meeting location of the Ross Valley Fire Department Headquarters, 777 San Anselmo Avenue, San Anselmo CA.

DISCUSSION:

To meet Brown Act requirements, Staff recommends replacing Resolution 12-09 with Resolution 24-01 changing the meeting location from Ross Valley Fire Department

Headquarters, 777 San Anselmo Avenue, San Anselmo CA to San Anselmo City Council Chambers located at 525 San Anselmo Ave, San Anselmo, CA as the San Anselmo City Council is the current location of the Boards Meetings.

The Department has experienced many changes within the last few years. Staff feels it is prudent to remain flexible to these dynamic times. The current Regular Board meetings are held every month with the exception of August and December, sometimes posing challenges for staff, as calling a special meeting in these months (August/December) limits what can be discussed due to Special Meeting Brown Act requirements. Staff would like the Board to consider changing its regular Meeting dates to every month to alleviate challenges in the future.

Furthermore, Board members have asked for clarification on how agenda items may be added to a Board agenda. Staff would also like the Board to consider guidelines to add items to the agenda.

The following changes are reflected in Resolution 24-01:

To Meet Brown Act Requirements Staff Recommends The Following:

- Regular meeting location updated to San Anselmo City Council Chambers located at 525 San Anselmo Ave., San Anselmo, CA.
 - *This recommendation must be adopted by the Board as it is a requirement of the Brown Act.*

Staff Would Like The Board To Consider The Following Changes:

- Regular meetings will be held each month on the second Wednesday of the month.
 - *Regular meetings are currently not scheduled for August and December. In the past, Special Meetings have been held to accommodate a meeting in August and December; however only certain items may be discussed in a Special Meeting (Brown Act Section 54956 (b)). Establishing Regular Meetings each month will allow Staff to agendaize items with no Special Meeting restrictions. The Board has the authority to cancel any Regular Meeting on a case by case basis.*
- Adopt four different guidelines an item may be added to an agenda: 1) Upon consensus while at a public meeting of a majority of members of the Ross Valley Fire Department Board of Directors (“Board”); 2) By the President of the Board through written communication to the Executive Officer; 3) By the Executive Officer of the Ross Valley Fire Department; or 4) By the Fire Chief of the Department.
 - *This consideration will provide clarity to the Board and Staff while meeting Brown Act requirements.*

FISCAL IMPACT:

There will be a fiscal impact of \$1,600 for FY 24/25. This accounts for Directors stipend for the proposed two additional meetings (August/December) per year.

Encl.: Resolution 24-01 – Attachment #1

**ROSS VALLEY FIRE DEPARTMENT
RESOLUTION 24-01**

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT
ESTABLISHING THE TIME AND PLACE FOR HOLDING REGULAR MEETINGS OF
THE ROSS VALLEY FIRE DEPARTMENT BOARD OF DIRECTORS AND ADDING
ITEMS TO THE AGENDA**

WHEREAS, pursuant to the government Code section 54954, the Brown Act, a legislative body shall provide by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by the body the time and place for holding regular meetings; and

WHEREAS, In 2010, Resolution 10-09 established Ross Valley Fire Department Board (“Department”) of Directors regular meetings at 6:30 p.m. on the second Thursday of each month in the months of January, March, May, July, August, and October at San Anselmo Council Chambers at 525 San Anselmo Avenue, San Anselmo CA and in the months of February, April, June, September, November, December at Fairfax Women’s Club at 46 Park Road, Fairfax, CA; and

WHEREAS, With the expansion of the Joint Powers Authority to include the Town of Ross, the meeting date of the second Thursday of each month was in conflict with the Ross Town Council meetings and the Department desired to hold its regular meetings at a single location rather than alternating the regular meeting location between Fairfax and San Anselmo; and

WHEREAS, In 2012, Resolution 12-09 established Ross Valley Fire Department Board of Directors regular meetings at 6:30 p.m. on the second Wednesday of the month, in the months of January, February, March, April, May, June, July, September, October, and November at the Ross Valley Fire Department Headquarters at 777 San Anselmo Avenue, San Anselmo CA.

WHEREAS, The Ross Valley Fire Department Board of Directors now desires to change the location and dates of their meetings, and also provide requirements for adding items to the agenda for future meetings;

NOW THEREFORE BE IT RESOLVED, This Resolution supersedes Resolutions 10-09 and 12-09 previously passed by this Board;

BE IT FURTHER RESOLVED, Effective immediately, the Ross Valley Fire Department Board of Directors establishes its regular meetings to be held at 6:30 p.m. on the second Wednesday of each month at San Anselmo Council Chambers at 525 San Anselmo Avenue, San Anselmo CA. The Board may cancel any meeting upon written notice of cancellation following any notice requirements required by law.

BE IT FURTHER RESOLVED, An agenda item may be added to a future agenda by any of the four following procedures: 1) Upon consensus while at a public meeting of a majority of members of the Ross Valley Fire Department Board of Directors (“Board”)

2) By the President of the Board through written communication to the Executive Officer; 3) By the Executive Officer of the Ross Valley Fire Department; or 4) By the Fire Chief of the Department.

BE IT FURTHER RESOLVED, agendas of the Board of Directors shall be prepared by the Fire Chief, with final approval by the Executive Officer.

I do hereby certify that the above Resolution 24-01 is a true and correct copy as passed by the Ross Valley Fire Board on January 12, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN: _____, Board President

Samantha Stettler, Administrative Assistant

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting on January 12, 2024

To: Board of Directors

From: Dan Mahoney, Interim Fire Chief and Dave Donery, Executive Officer

Subject: Receive Update on Shared Services Discussions with Central Marin Fire Department and Direct Staff as Appropriate.

RECOMMENDATION:

Receive update on Shared Services discussions with Central Marin Fire Department and direct staff as appropriate.

BACKGROUND:

In August 2018, the Ross Valley Fire Department (RVFD) entered into a Memorandum of Understanding (MOU) with Marin County Fire Department (MCFD) to provide administrative and executive services. At the April 2022 Ross Valley Fire Department Board Of Directors (Board) meeting, MCFD notified the Board there was not an interest in renewing the agreement after the set expiration date of June 30, 2023.

At the May 2022 Board meeting, approval was granted to provide a request for proposal to explore policy options in relation to the Department’s leadership and governance after the MCFD MOU expired.

In July 2022, Local Motion Solutions (LMS) was selected to develop a high-level report outlining future “Leadership and Governance” options available to the RVFD.

At the January 2023 Board meeting, staff presented the results of the LMS “Leadership and Governance Study”. Staff was directed to bring the presentation to each Town Council (Council) ensuring opportunity for public input/engagement, and answer questions each Council may have.

Staff presented the “Leadership and Governance Study” (Attachment 1) to the Ross Town Council on February 9, 2023, to the Fairfax Town Council on February 15, 2023 by means of a Special Meeting and to the San Anselmo Town Council on January 24, 2023. The Ross Town Council had a majority of council members interested in learning more about the details of a shared services agreement with Central Marin Fire. The Fairfax and San Anselmo Town Councils unanimously supported exploring the shared services option and returning to the Board

with details.

At the March 2023 Board meeting, staff presented a recommendation to the Board, based on the “Leadership and Governance Study”, asking for direction to further explore a single option for leadership of the Ross Valley Fire Department (Attachment 2) . The two options presented were as follows:

1. “Pursue the development of a stand-alone fire agency (Fire Chief & Executive Staff)” or;
2. “Pursue a Joint Powers Agreement (shared services)” with Central Marin Fire Department (CMFD). **CMFD was the only allied agency that expressed an interest in furthering discussions of the shared services option.*

The Board directed staff to explore terms and conditions in relation to a “Joint Powers Agreement (shared services)” with CMFD and return to the Board with policy options.

SHARED SERVICES UPDATE:

After the March 2023 Board meeting, staff began engaging in discussions with city managers and command staff (Chief Officers) from both agencies (RVFD/CMFD) relating to shared services. These discussions included sharing of “Senior Leadership” (Fire Chief, Deputy Chief, Fire Marshall and Battalion Chiefs). Discussions were productive. A conceptual organization chart was created with existing personnel from both agencies to support a shared services model for “Senior Leadership”.

Both agencies envisioned that shared services would lead to a Joint Powers Authority (Merger) in the future. It was agreed that an in depth study of what a merger could entail financially for each agency would be beneficial and would support the initial steps of a shared services with “Senior Leadership”.

Shared Services discussions paused in June 2023 as RVFD staff focused on the RVFD Board-level issues from June 2023 - October 2023. On December 1, 2023 managers from each of the CMPD and RVFD jurisdictions reconvened to resurrect the discussion regarding opportunities to share services. The outcome of this discussion was that there is a strong interest in exploring options of combining functions within the current Marin Wildfire Prevention Authority (MWPA) Central Area Program, and shared services options with the fire prevention functions in the near future. Central Marin managers expressed that although there remains an interest in discussions regarding sharing services at the “Senior Leadership” level (as discussed up to June 2023) in the near future, they prefer that the fire prevention work should come first.

DEPARTMENT'S CURRENT SITUATION:

At the June 2023 Board meeting, the Board approved funding starting July 1, 2023 up to December 31, 2023 for a "Senior Leadership" command structure to include an Interim Fire Chief and Interim Deputy Chief with the expectation that a shared services agreement would be agreed upon with CMFD by January 1, 2024.

In October 2023, staff recognized that shared services discussions were moving slower than expected and that the current RVFD command structure, which has been working very well for the department and community, would need to be extended through the end of the current fiscal year. A special board meeting was held on November 27, 2023 where the Board approved an extension of the Departments command structure through June 30, 2024, while staff continued discussions with CMFD.

The Department's current "Senior Leadership" command structure includes temporarily placing an incumbent Battalion Chief into the Interim Fire Chief role, another incumbent Battalion Chief into an Interim Deputy Chief role, and two incumbent Captains into Acting Battalion Chief roles, leaving four of our five "Senior Leadership" positions temporarily filled. In addition, two incumbent Engineers were placed into Acting Fire Captain roles.

Staff feels the current "Senior Leadership" organizational structure is essential for the Departments future success, however the way these positions are currently staffed is not sustainable past June 30, 2024 for the following reason:

- Moving Battalion Chiefs, Captains and Engineers into Interim and Acting positions causes a trickle down effect at all levels, ultimately leaving the Department unable to hire for vacancies created at lower ranks until each one of these positions is staffed with a permanent appointment. This has recently created staffing challenges such as forcing employees to work multiple days outside of their regular work schedule to maintain the Departments minimum staffing.

NEXT STEPS:

With the current status of a shared service option for "Senior Leadership" with CMFD not a viable option in the near future, and the current command structure not sustainable past June 30, 2024, Staff is recommending the Board consider the remaining option presented at the March 2023 Board meeting. Based on the LMS "Leadership and Governance Study" this is the only option the department currently has:

- Pursue the development of a stand-alone fire agency (Fire Chief & Executive Staff)

Staff feels this option will continue to provide sustainability of Fire and Emergency Services for our community, while providing enough flexibility to revisit a shared services discussion relating to "Senior Leadership" with CMFD.

If directed, staff is prepared to bring back details and fiscal impacts on this option for the Board to further discuss at the February 14, 2024 Board meeting.

FISCAL IMPACT:

This report has no fiscal impact.

Encl.: Local Motion Solutions Leadership and Governance Study – **Attachment #1**
Staff Report Governance and Leadership Study- March 2023 – **Attachment #2**



Ross Valley Fire Department
Future Governance Leadership

June 7, 2023

LMS
Local Motion Solutions

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Overview

This report was developed by Local Motion Solutions to assist the Ross Valley Fire Department (RVFD) in evaluating options for managing the agency. This was brought about by the expiration of the contract for services with the Marin County Fire Department. Because Marin County Fire Department has chosen not to renew the contract for services with Ross Valley Fire Department, the Board needs to develop a plan for the agency's management for the future.

RVFD has requested that Local Motion Solutions provide pros and cons and other considerations of six potential management solutions for the future.

The Board should note that some of the options may not be implemented by the time the contract with Marin County Fire Department expires. This may require the RVFD to explore short-term options as a bridge to get to the desired model. The MOU for administrative and executive services with the Marin County Fire Department terminates on July 1, 2023.

Although the Ross Valley Fire Department Board had requested the pros and cons of each option, not all the options are mutually exclusive. For example, RVFD may opt to go with a District model but at the same time rehire a Fire Chief and move forward with a standalone Fire Department. Another option is to opt for the District model but choose to enter into a Joint Powers Authority.

The Board has two separate actions that it needs to make in its effort to move forward. The first is determining which governance model to pursue. Because the Ross Valley Fire Department serves four different agencies, there are two options, a District or a Joint Powers Authority. Each of these is discussed in greater detail later in this report.

The second action is to determine how to manage fire services. This can be a contract for services, Joint Powers Agreement, Joint Powers Authority, or returning to a standalone fire chief model. Each of these options is discussed in greater detail later in this report.



History of the Ross Valley Fire Department

Historically, the towns of Fairfax, Ross, and San Anselmo each had their own standalone fire department. The Sleepy Hollow Fire Protection District (SHFPD) formed in 1949 and had a long-standing contract with the Town of San Anselmo for fire protection services. The Towns of San Anselmo and Fairfax merged their two departments in 1982 into a joint powers agency, creating the Ross Valley Fire Department. Prior to the JPA, each agency had its own fire chief. The new agency would operate under a single fire chief. Service to Sleepy Hollow continued under the contract with the Town of San Anselmo. In 2010, the JPA was expanded to make SHFPD a full member of the JPA, ending its contract for service with the Town of San Anselmo. In 2012, the Town of Ross, which had been under contract with the Ross Valley Fire Department for Battalion Chief staffing coverage, became a member agency of the Ross Valley Fire Department Joint Powers Agreement.

The Ross Valley Fire Department is governed by an eight-member board that is comprised of two designees from each of the four participating agencies. The Town Councils of Fairfax, San Anselmo, Ross, and the Sleepy Hollow Fire Protection District Board of Directors annually designate two voting members to sit on the RVFD Board. Additionally, each entity has an alternate designated to serve in their place in the event of a scheduling conflict.

The RVFD Board of Directors oversees policy adoption, approving an annual budget, and setting fees for services, among other things. Any of the following changes require a unanimous vote of the full Board; Changes in the member agency's cost-sharing percentage, revision of the adopted budget that results in an increase in the annual member's contribution, any change to fire station service levels, or approval of any single expenditure in excess of 3%.

Management Leadership

RVFD receives administrative oversight from an Executive Officer (currently the Town Manager of San Anselmo). The Executive position is appointed by the Town Managers of Fairfax, San Anselmo, and Ross. The Board of Directors appoints a Fire Chief for operational oversight. The Fire Chief reports to the Board through the Executive Officer.

The current Fire Chief is the Marin County Fire Chief, whose services are currently rendered through a memorandum of understanding (MOU) with the Marin County Fire Department (MCFD).

The MOU also provides the Department with the services (when necessary) of the Deputy Chief-Operations, Deputy Director of Fire, Fire Marshal, Battalion Chief-Wildfire Protection, Battalion Chief (Training), Battalion Chief (EMS), Administrative Services Manager, Administrative Services Associate, and other MCFD staff as determined necessary by the MCFD.

Under this shared services agreement, RVFD pays 30% of the total cost of the Fire Chief's services to the MCFD, as well as varying lesser percentages for the other previously mentioned positions.

Other services provided to RVFD by MCFD include management and oversight for financial services and administration, managing human resource functions, providing management and general oversight of the Department's community risk reduction programs, providing management and general oversight of the Department's Emergency Medical Services (EMS) program, and providing general coordination of the Department's training program.

The current staffing level is 33 Full-Time Equivalent (FTE) employees. The MOU for administrative and executive services with the Marin County Fire Department terminates on July 1, 2023.

The RVFD is seeking options for a succession of the MOU which could include multiple scenarios that require research and ultimately policy options, to be presented to the RVFD Fire Board. The RVFD is proposing a phased approach to gather information, compile and narrow options, and present RVFD Board with several policy considerations.



Summary Of Scope of Work

Ross Valley Fire Department appointed Local Motion Solutions, LLC to conduct a Fire and Emergency Services Governance study to include a high-level assessment of:

1. The existing emergency service levels.
2. The service delivery cost-effectiveness of the six broad approaches to organizing the delivery of fire services and a discussion of the appropriate governance arrangements as alternatives to the present situation:
 - a. Independent District
 - b. Dependent District
 - c. Contract For Services
 - d. Joint Powers Agreement
 - e. Joint Powers Authority
 - f. Stand Alone Fire Department
3. A gap analysis to determine where the existing revenue structure can or cannot support the existing and improved service levels and a summary discussion of available fiscal approaches to closing the fiscal gap.
4. The study was designed to provide options for the parties to consider that will most effectively organize the delivery of fire services and achieve the following objectives:
 - a. Stabilize existing services.
 - b. Maintain what is working well.
 - c. Expand partnerships to gain economies of scale.
 - d. Broadly identify the next steps depending on the policy options chosen.

Executive Summary

It is important to note there are no mandatory federal or state regulations directing the level of fire service a department must provide. What is required is that the Ross Valley Fire Department Board provide fire services with the safety of the firefighters and community as its primary objective. Given this requirement, the Ross Valley Fire Department is now charged to choose a Governance model that meets the goal to staff, train, and equip an effective fire service across four neighboring communities.

Local Motion Solutions finds the costs associated with providing fire services are only rising. The challenges to sustain small Fire Departments are not exclusive to the Ross Valley Fire Department, as it is a challenge most small fire departments are facing statewide. The goals are similar, and that is providing the highest level of fire services based on the financial resources available. Each of the four agencies needs to balance the competing needs of the community with limited financial resources against what we now find as a year-round threat.

Outreach

Local Motion Solutions provided extensive outreach to various stakeholders. Local Motion Solutions conducted over 45 informational and Q & A meetings. This included meeting with LAFCO's Executive Director, Ross Valley Firefighter's Association, Marin Professional Firefighter's Association, and individually with each Town Council member and Town Manager. In addition to meeting with the stakeholders, Local Motion Solutions met with the neighboring Fire Chiefs, including San Rafael Fire, Kentfield Fire, Central Marin Fire, and Marin County Fire. It should also be noted that Local Motion Solutions presented regular updates to the RVFD Board of Directors at their regularly scheduled public meetings and presented the draft report to the three Town Councils (Fairfax, Ross, and San Anselmo) at their regularly scheduled Council meetings.



Revenue and Future Expenses

The current revenue structure should be reviewed as long-range planning continues. The Board is working towards staffing each engine company so that there are three firefighters on every engine versus the current staffing level of two.

This increased staffing level comes with ongoing expenses.

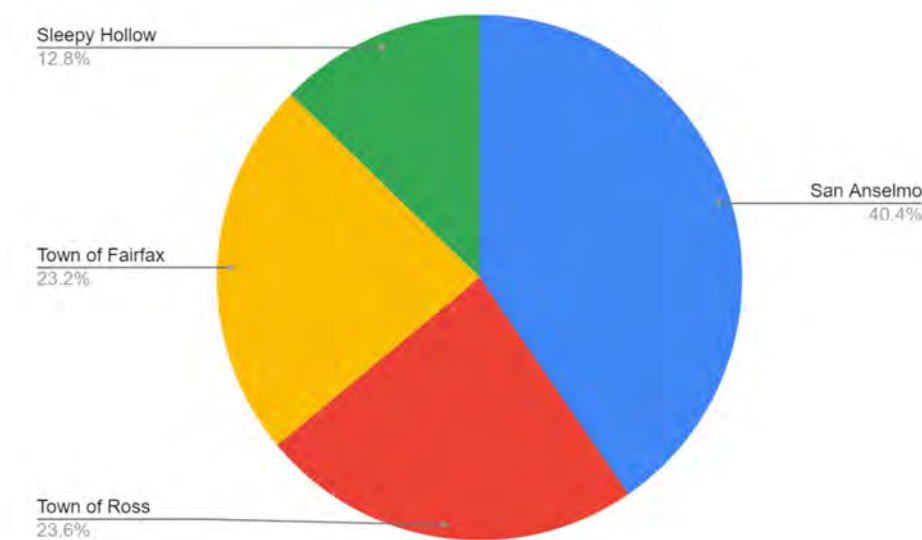
Re-assignment of personnel from the closure of Station #18 in Ross will absorb some of the expense. However, additional sources of revenue are needed to ensure the firefighters are working in safe and operationally effective facilities.

There is also a need to address the immediate upgrades to bring the Fire Stations into code and equipped with modern living facilities. In addition, long-range funding needs to be explored to address significant remodeling of the three fire stations, each with different upgrades required at Stations #19 (San Anselmo), #20 (Sleepy Hollow), and #21 (Fairfax).

The overall General Fund Budget for Ross Valley Fire Department as projected in 2021-22 is \$12,058,636 and the cost allocation per the four agencies is as follows:

Total Budget Allocation Per Agency FY 2021-22:

Agency	Fire Budget	% of Allocation
San Anselmo	\$3,739,735	40.53%
Town of Ross	\$2,183,012	23.37%
Town of Fairfax	\$2,149,921	23.30%
Sleepy Hollow	\$1,181,073	12.80%
Total	\$9,253,741	100%



Marin County Fire Administrative Budget & Allocation Per Agency:

Agency	Fire Budget	% of Allocation
San Anselmo	\$132,865	40.53%
Town of Ross	\$76,611	23.37%
Town of Fairfax	\$76,381	23.30%
Sleepy Hollow	\$41,961	12.80%
Total	\$327,818	100%

Governance vs Leadership/Management

In addition to the everyday challenges of providing fire services, the Ross Valley Fire Department faces a new challenge: transitioning from the Marin County Fire's leadership and moving to a new leadership structure by July 1, 2023. Local Motion Solutions evaluated all aspects of the six governance options. All options are presented with pros and cons.



It is important to understand that not all options are mutually exclusive. For example, the Department may opt to go with a District model and a standalone Fire Chief model. It may also remain a Joint Powers Authority and enter into a Joint Powers Agreement with other agencies. As a result, the Board has two separate decisions:

Governance

How is it funded and managed politically?

- Independent District
- Dependent District
- Joint Powers Authority (current agencies)
- Joint Powers Authority (additional agencies)

Leadership/Management

How is it managed, led, and organized?

- Contract for Service
- Joint Powers Agreement (shared Services)
- Joint Powers Authority (additional agencies)
- Stand Alone Fire Agency

It should be noted that some of the options may not be implemented by the time the contract with Marin County Fire Department expires. This may require the RVFD to explore short-term options as a bridge to get to the desired model.

In this report, Local Motion Solutions highlights what we believe to be the first step in a multi-step process.

Fire Services Governance

There are two fundamental governance models. The first is the creation of or annexation into a single District with a single board of directors. As shared in more detail below this could be with either an Independent District or a Dependent District. This is the most stable form of governance but not as common because the Town Councils of separate municipalities prefer their communities to maintain local fiscal and policy control.

The second model is a Joint Powers Authority. When local government agencies seek to provide consolidated services and yet want to retain a greater measure of fiscal and operational oversight than a single enlarged District would allow, they usually turn to the creation of a Joint Powers Authority.

Joint Powers Authority vs Special District

	Joint Powers Authority	Special District
Legal Authority:	Section 6500 of the California Government Code	Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Act)
Formation:	Joint exercise of powers agreements	LAFCO approval and Board/Council or voter approval
Governance:	Determined by the JPA's member agencies	Governing Board (elected/appointed)
Services:	Any common powers	Only what state law allows

Overview of Options

Independent District

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Act) establishes procedures for local government changes of organization, including city incorporations, annexations to a city or special district, and city and special district consolidations.

An Independent Fire District is a financially and politically separate government agency.

"District" or "special district" are synonymous and mean an agency of the state, formed pursuant to general law or special act, for the local performance of governmental or proprietary functions within limited boundaries and in areas outside district boundaries when authorized by the commission pursuant to Section 56133 of Reorganization Act of 2000.

A fire district board may be elected "at large" or elected to represent a geographical area.

Examples of independent fire districts in Marin

Fire District	Area Served
Kentfield Fire Protection District	Kentfield and unincorporated Greenbrae
Novato Fire Protection District	City of Novato and surrounding unincorporated areas (Ignacio, Black Point, Green Point, Bel Marin Keys, Atherton)
Southern Marin Fire Protection District	City of Sausalito, ¼ Town of Tiburon, Unincorporated area surrounding Mill Valley (Tamalpais Valley, Almonte, Homestead Valley, Alto, Strawberry) Marin Headlands, Fort Cronkhite, Fort Baker, Fort Berry by contract with NPS *There is currently an application to LAFCO for the annexation of the City of Mill Valley into the district

Independent District - Two Options

There are two options for an independent district model for Ross Valley. The first is the creation of a completely new district.

The second option is to use the existing Sleepy Hollow Fire Protection District as the base agency and for each Town to be annexed into the existing district. Either option would require an application to Marin LAFCO (Local Agency Formation Commission).

To create a Ross Valley Fire District, each town council would have to vote to move forward with the application process for the formation of a new district or to be annexed into the Sleepy Hollow Fire Protection District.

While not optimal, it is possible to create a District without all the current members of the RVFD being in the new district. This would require renegotiation and rewriting of the existing JPA. This would have to include a plan for dealing with retirement liabilities and OPEB (Other Post-Retirement Employee Benefits).

The expansion or creation of any district would have to be approved by LAFCO. The application to LAFCO can be a lengthy process and would likely not be concluded by the end date of the contract with the Marin County Fire Department. The application would include a pre-application meeting with LAFCO to discuss the process and required components of the application. The process would include the application itself, plan for services, legal boundary description, potentially GIS data, CEQA compliance (likely to be CEQA exempt), fiscal impact report, illustrative maps, a sphere of influence amendment, and application fees.

The plan for services would have to include how the new district would be funded. The only realistic option would be a tax transfer from the existing towns to the new Fire District. The amount of the tax transfer would be approximately the current cost borne by the agencies.

Towns would no longer be responsible for fire protection.

Pros

- The ability of the Fire District to address its own responsibilities and remain autonomous.
- Elected representatives make up the Board of Directors.
- Budget is independent and no longer part of the Town budgets.
- Property Tax shift is negotiated.
- Current "islands" in the Ross Valley Area could be included.
- Future cost is no longer a strain on the Town budgets.

Cons

- Lack of Town Council Oversight (loss of local control).
- The shift of Property Tax (most stable Town revenue).
- Disconnected from individual Town services.
- Focus on the creation of a District may distract from the pursuit of other models that may provide a greater immediate financial benefit.

Cost

- The cost for an Independent District is directly tied to the type of leadership Model the future RVFD employs.
- Given a specific leadership model, the cost to maintain the current governance versus a district will likely be very similar.

Dependent Fire District

A Dependent Fire district is financially separate but politically subservient.

A dependent special district includes any special district that has a legislative body that consists, in whole or part, of ex officio members who are officers of a county or another local agency.

All the same laws (Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000) apply to a Dependent District, just as an Independent District.

The creation of a Dependent District would also follow the same LAFCO procedure.

Dependent District – Examples of Dependent Districts in Marin

District	Area Served/Board Makeup
Marin/Sonoma Mosquito Abatement District	Marin County, Sonoma County, every city or town in Marin or Sonoma Counties. Supervisors and town/city council members
Golden Gate Bridge District	San Francisco, Marin County, Sonoma County, Napa County, Mendocino County, and Del Norte County. Combination of Board of Supervisors and Appointees.
Marin County Open Space District	Marin County Board of Supervisors serves as the MCOSD Board.
CSA 19 (Unincorporated islands, San Rafael)	Marin County Board of Supervisors
CSA 31 (Unincorporated islands, Marin)	Marin County Board of Supervisors

There are no dependent districts in Marin that are actual fire agencies. However, there are two County Service Areas that provide funding to existing fire agencies.

The process for creating a dependent district is the same as in an Independent District, A plan for services would have to include how the new district would be funded. Again, the only realistic option would be a tax transfer from the existing towns to the new Fire district. The amount of the tax-transfer would be approximately the current cost borne by the agencies.

The District Board would be appointed by the individual agencies.

Fire examples: Contra Costa County Fire, Alameda County Fire, Santa Clara County Fire, and South Santa Clara County Fire.

Pros

- The ability of the Fire District to address its own responsibilities and remain autonomous.
- Budget is independent and no longer part of the Town budgets.
- Property Tax shift is negotiated.
- Current "islands" in the Ross Valley Area could be included.
- Future cost is no longer a strain on the Town budgets.
- Town Councils appoints Board representatives.

Cons

- Board focus is not independent of the individual agencies.
- The shift of Property Tax (most stable Town revenue).
- Disconnected from individual Town Services.
- Focus on the creation of a District may distract from the pursuit of other models that may provide a greater immediate financial benefit.

Cost

- The cost for a Dependent District is directly tied to the type of leadership Model that the future RVFD employs.
- Given a specific leadership model, the cost to maintain the current governance versus a district will likely be very similar.

Proposition 13

Although Prop 13 set the tax rates for each of the three towns and the SHFPD, it would not influence a potential property tax shift. The amount of tax shifted is based on the funds needed for the successor district to provide service to the given area.

JPA's - Joint Powers Agreements or Joint Powers Authority

Section 6500 of the California Government Code allows public agencies to enter into joint powers agreements and joint powers authorities.

Joint Powers Agreement

A Joint powers agreement consists of two or more agencies sharing or exercising common powers. Each agency continues to maintain independence for providing the service. Employees continue to work for the original agency. This should not be confused with a joint powers authority, such as the Ross Valley Fire Department.

Joint powers agreements may also be referred to as simply *shared services* or a *shared services agreement*. This enables agencies to share any services that both can provide legally. This allows the agencies to utilize personnel or resources to greater advantage by eliminating duplication of services.

This differs from a contract for service in that both agencies put resources or services into the agreement. As an example, one agency may put in management services while another agency puts in battalion chief coverage. It's up to the two agencies to determine what is fair and equitable between them. Sometimes it may also involve payment to cover an imbalance in resources put into the joint powers agreement. Examples of this are many and varied throughout Marin (see below).

One of the difficulties in shared services agreements or joint powers agreements is that there is not a single governing body overseeing the provision of service. Direction often relies on a committee with limited authority or *ad hoc* agreements between the two agencies. Over time, these understandings between the two agencies can drift or change. Because the agencies are separate, it can be difficult to focus on long-range planning and long-range capital outlay. Each agency still maintains its own budget, employees, and policies. Because employees work for separate agencies, there may be misunderstandings about the chain of authority, priorities, allegiances, and the mission of the organization. This can lead to difficulties with employee discipline, collective bargaining, working conditions, and benefits.

Joint powers agreements are good for sharing a single service or function within an organization, or as a bridge to get to another governance model, such as annexation, a full contract for service, or a joint powers authority. Joint powers agreements should not be used as a permanent replacement for any of those.

Examples of Joint Powers Agreements in Marin

Agencies	Services Shared
Southern Marin fire protection District City of Mill Valley	<p>Currently, the SMFPD and the MVFD operate a single fire department under a Joint Powers Agreement.</p> <p>As noted earlier in this report, the City of Mill Valley and the Southern Marin Fire Protection District currently have an application with LAFCO for the annexation of the City of Mill Valley into the Fire District.</p>
Central Marin Fire Authority Kentfield Fire Protection District	<p>The CMFA and the KFPD share battalion Chief coverage for the two service areas with CMFA covering two shifts and KFPD covering one shift.</p>
City of San Rafael Marinwood Community Services District (Marinwood Fire Department)	<p>SRFD and MCSD share initial response resources with Marinwood providing first-due response to city areas and San Rafael providing Battalion Chief Coverage.</p> <p>*Under separate agreements, San Rafael provides a Fire Chief and Fire Prevention services.</p>

Joint Powers Agreements

Pros

- Joint Powers Agreements are flexible and easy to form.
- Joint Powers Agreements are effective for sharing limited services or as a bridge to get to a more permanent agreement.
- Any government agency can participate in a Joint Powers Agreement.
- Member agencies may negotiate their levels of commitment.
- It allows agencies to essentially trade services or resources.
- It's up to the agencies to determine what is fair and equitable between them.
- Sometimes it may also involve payment to cover an imbalance in resources put into the Joint Powers Agreement.
- Joint Powers Agreements may be canceled without significant unwinding.

Joint Powers Agreements

Cons

- There is not a single governing body overseeing the provision of service.
- Direction often relies on a committee with limited authority or ad hoc agreements between agencies.
- Over time, understandings between the two agencies can drift or change.
- Each agency still maintains its own budget, employees, and policies.
- Because the agencies are separate, it can be difficult to focus on long-range planning and long-range capital outlay.
- Because employees work for separate agencies, there may be misunderstandings about the chain of authority, priorities, allegiances, or the mission of the organization. This can lead to difficulties with employee discipline, collective bargaining, working conditions, and benefits



Central Marin Fire

Central Marin Fire has expressed interest in a joint powers agreement as a potential bridge to a joint powers authority. No other agency expressed an interest in participating in a joint powers agreement.

A joint powers agreement or authority with Central Marin Fire presents the only opportunity which is either cost-neutral or a potential opportunity for savings.

Central Marin Fire and Ross Valley Fire are similar agencies, both agencies are joint powers authorities serving small municipalities. Each agency has four stations and a similar management structure.

We have worked with the management staff of Ross Valley Fire and Central Marin Fire to create a possible organizational structure and potential cost for the structure.

It should be noted that this is a hypothetical structure, and costs represent a high-level look at potential costs.

Current Staffing RVFD and CMFD vs Potential Staffing of a Combined Agency

Position	CMFD	RVFD	Combined	Combined Agency
Fire Chief	1		1	1
Dep Chief		1	1	1
Batt Chief (Shift)	2	2	4	2*
Batt Chief (Admin)	1		1	3*
Total Chief Officers	4	3	7	7
Inspector	1	2	3	3
Wildfire Hazard Spec II	1	1	2	2
Wildfire Hazard Spec I		1	1	1
Emergency Prep Coord	1	1	2	2
Total Prevention/Preparedness	3	5	8	8

*Currently, CMFD participates in a JPA with Kentfield Fire for a Shift Battalion Chief. Whether this makes sense in the long term should be evaluated. Admin B/Cs would include a Training Officer, Fire Marshall, and possibly an EMS Officer.

Cost

Because the proposed organizational structure uses existing personnel reassigned to eliminate duplication and focus on more strategic needs, the cost would likely be approximately or possibly slightly less than the current cost.

Joint Powers Authority or Agency

A joint powers authority is distinct from the member authorities; they have separate operating boards of directors. These boards can be given any of the powers inherent in all the participating agencies. The authorizing agreement states the powers the new authority will be allowed to exercise. The term, membership, and standing orders of the Board of the authority must also be specified. The joint authority may employ staff and establish policies independently of the constituent authorities.

A joint powers agency or joint powers authority (JPA) is a new, separate government organization created by the member agencies but legally independent from them.

Like a joint powers agreement (in which one agency administers the terms of the agreement), a joint powers agency shares powers common to the member agencies, and those powers are outlined in the joint powers agreement.

Joint powers authorities receive existing powers from the creating government agencies.

Examples of Joint Powers Authorities or Agencies in Marin

Agency	Area Served
Ross Valley Fire Department	Town of Fairfax, Town of Ross, Town of San Anselmo, and Sleepy Hollow Fire Protection District
Central Marin Fire Authority	Town of Corte Madera and City of Larkspur
Central Marin Police Authority	Town of Corte Madera, City of Larkspur and Town of San Anselmo

The Joint Powers Authority model with Central Marin Fire presents an opportunity that is either cost-neutral or possibly presents an opportunity for savings. We have had discussions with the management staff of Ross Valley Fire and Central Marin Fire and developed a possible organizational structure and potential cost for that structure. The Board should note that this is a hypothetical structure, and the costs presented represent a high-level estimate of the anticipated costs.

Pros

- Joint Powers Authorities are flexible.
- A Joint Powers authority may be more efficient than separate governments.
- Joint Powers Authorities allow local agencies to join forces and tackle issues together.
- A Joint Powers Authority can use the personnel, expertise, equipment, and property of each agency, promoting economy and efficiency.
- A Joint Powers Authority can work on regional solutions.

Cons

- It is unlikely that a Joint Powers Authority could be completed before the termination of the contract with MCFD.
- A Joint Powers Authority requires that all employee benefits be brought into alignment.
- All employees must be transferred to the new agency.
- Cost-sharing formulas need to account for existing unfunded retirement liabilities and OPEB (Other Post-Employment Benefits).
- Joint Powers Authorities can be difficult to unwind (unfunded retirement liabilities and OPEB).
- Larger Joint Powers Authorities may have a large Board of Directors.
- Because Directors represent individual agencies, Board focus may not be independent of the Cities and Towns

Cost

- Because the proposed organizational structure uses existing personnel reassigned to eliminate duplication and focus on more strategic needs, the cost would likely be approximately or possibly slightly less than the current cost.

Contract for Service

A contract for service is one agency paying another to provide a service or a portion of service.

Contracts can be for management services, fire prevention, shift battalion chief coverage, or for the provision of all emergency response.



Contracts for Service Examples

Agencies	Services
Marin County/Ross Valley	Overhead services: Fire Chief, Deputy Chief, Fire Marshall
Tiburon Fire, City of Belvedere	Tiburon provides all fire services to Belvedere
San Rafael, Marinwood	San Rafael provides Fire Chief and Prevention services
Southern Marin, National Park Service	Southern Marin provides all emergency response but, does not provide fire prevention.

Pros

- Quick to initiate, good short-term solution.
- Can be easy to negotiate.
- Focused contract responsibilities.
- Cost-effective.
- Can provide experienced leadership.

Cons

- The contract agency may not get the same level of attention as the contractor agency.
- It may place heavier or competing workloads on contractor employees.
- Expectations may not always be clear.
- Lines of authority are not always clear.
- The contractor may have to hire additional personnel to meet expectations (this creates long-term obligations).
- Costs may be more volatile.
- Not always a long-term solution.

Contract for Service - Possibilities

Unfortunately, none of the surrounding agencies were interested in pursuing a contract for services. This included providing a fire chief or a deputy chief acting as the primary administrator for Ross Valley.

Marin County did express an interest in a contract for providing all fire services in a long-term contract (all employees under the County contract).

Because of differences in compensation packages, the increased cost to Ross Valley would likely be in excess of \$1 million.

A full contract for service polled very unfavorably with Board and Council members.

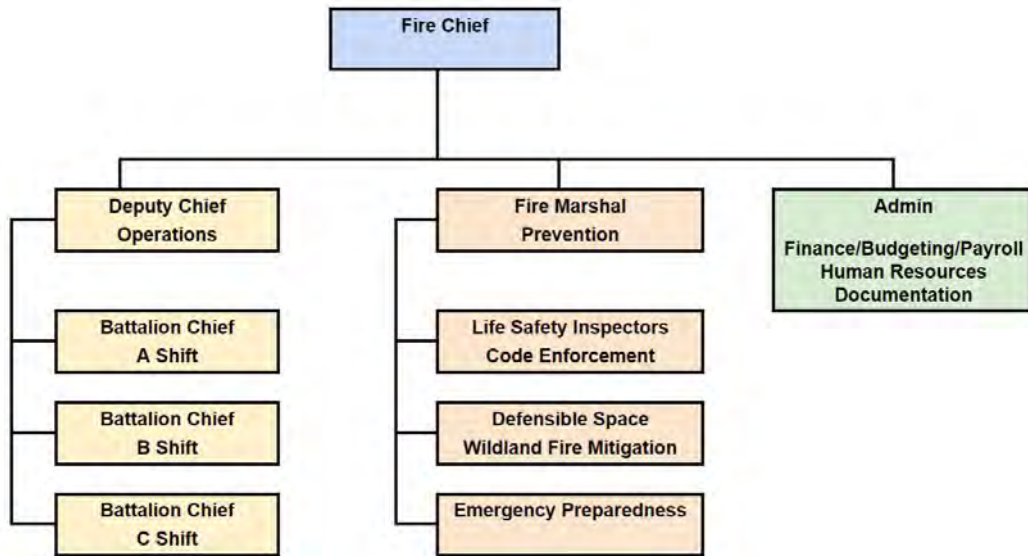
LMS did not pursue this option in detail.

Stand Alone model – Hire Fire Chief and Management Team

Ross Valley Fire Department historically has had a single fire chief who oversaw administration, operations, and fire prevention.

The fire service has become more complex, with greater demands on fire service managers. As a result, most modern fire agencies of Ross Valley's size have separate managers assigned to these three functions.

Typical Fire Department Management Staffing Model



Overworked fire service leaders cannot provide optimal performance across the broad expanse of managerial responsibilities. Further, they are not able to provide for mentorship and leadership for their agencies. Mentorship programs are essential for developing future fire service leaders.

To create a management staff of appropriate size, Ross Valley would likely have to hire/promote not only a fire chief but likely a deputy chief and possibly a fire marshal.

Most modern fire agencies of Ross Valley's size have separate managers assigned to the three basic functions – Operations, Prevention, & Administration.

Operations

Fire Response
 EMS/Paramedic Service
 HazMat Response
 Technical Rescue
 Training
 OSHA/NIOSH Compliance

Prevention

Fire Prevention
 Wildland Hazard Mitigation
 Disaster Preparedness
 Code Enforcement
 Code Development
 Community Education

Administration

Budgeting/Finance
 Personnel Management
 Visioning/Planning
 Career Development
 Mentorship
 Community Engagement

Marin County Fire Agencies Management Organization Comparison

Agency	Type	Population (≥ 500)	Area (Sq Miles)	Budget (Millions)	Stations	Personnel	Safety Personnel	Chief Officers	FP Rank	FP Safety
Ross Valley	JPA	24,500	9.6	12.0	4	38	30	4	Inspector	No
Kentfield	District	6,500	2.8	7.2	1	12	11	3*	FM	Yes
Central Marin	JPA	21,000	5.9	10.6	4	42	37	4*	Inspector	No
Tiburon (Belvedere)	District	10,500	4.7	10.3	2	29	26	5	FM	Yes
San Rafael (Marinwood)	City	70,000	27.1	34.9	7	88	76	6	Dep FM	No
Marin County**	County	15,000	375	35.7	6	110	96	7	B/C-FM	Yes
Southern Marin (Mill Valley)	District	40,000	25.4	31.8	5	84	70	8	D/C-FM	Yes
Novato	District	62,000	72	32.9	5	75	66	8	B/C-FM	Yes

*Central Marin and Kentfield share shift battalion chiefs
 **Marin County fire operates M18 in Ross and four fire crews

Bay Area Fire Agencies Management Organization Comparison

Agency	Type	Population (≥ 500)	Area (Sq Miles)	Budget (Millions)	Stations	Personnel	Safety Personnel	Chief Officers	FP Rank	FP Safety
Piedmont	City	11,000	1.7	8.0	1	24	23	1	Capt-FM*	Yes
Rancho Adobe	District	28,000	89	7.2	3	29	28	4	B/C-FM*	Yes
El Cerrito	City/JPA	31,000	4.6	13.3	3	37	35	5	B/C-FM	Yes
Dixon	District	25,000	320	6.4	1	22	20	5	A/C-FM	Yes
Davis	City	68,700	133	15.3	3	45	44	5	Div/C-FM	Yes
Woodland	City	61,000	15.3	13.8	3	50	47	5	FM	Yes
Sonoma Valley	District	48,000	78	16.6	4	62	59	6	B/C-FM	Yes
Goldridge Fire/North Bay	District	40,000	240	9.0	3	32	30	6	Div/C-FM	yes
Petaluma	City	59,800	14.5	20.2	3	67	59	6	FM	Yes
Central County (San Mateo)	JPA	66,000	14.9	32.7	7	88	74	8	FM	Yes
Sonoma County Fire	District	75,000	195	34.3	9	107	98	9	BC-FM	Yes
Menlo park	District	90,000	30.1	75.1	7	151	123	12	Div/C-FM	Yes

* Piedmont and Rancho Adobe use an on-shift fire marshal

Pros of a Stand Alone Model

- Maintains local control.
- Ross Valley Fire Department would be the chief's sole focus.
- Simple and maintains the status quo.

Cons of a Stand Alone Model

- Will increase costs.
- A small pool of candidates internally.
- Hiring from the outside can bring unknown qualities.
- Duplicates services of adjacent agencies

Cost

The cost to return to a standalone fire chief model will be dependent on the management structure employed. Below is an estimate of the likely costs.

Stand Alone Fire Management vs Current Cost	
Current Cost with Marin County	\$332,653
Projected Cost - Stand Alone RVFD	
Fire Chief	\$349,829
Deputy Chief	\$318,059
Fire Marshal	\$276,553
Total	\$944,441
Projected Increase	\$611,788

Costs reflect fully benefitted positions including, salaries, retirement, medical/health insurance, life insurance, workers compensation, and other post-employment benefits
– Costs provided by Jeff Zuba, San Anselmo Finance Director

Could RVFD reduce costs by hiring a Non-safety Fire Marshal?

There are potential savings in both retirement and worker's compensation costs between safety and non-safety positions. We estimate the saving to be between \$20,000 and \$30,000.

RVFD currently has four different retirement contribution rates. These include Safety-Classic, Safety-PEPRA, Misc-Classic, and Misc-PEPRA. Classic employees are employees who started prior to January 1, 2013 in any agency contracted with CalPERS or a 37-Act County Retirement agency. PEPRA employees are employees hired after the Public Employees Pension Reform Act (PEPRA) took effect on January 1, 2013.

The difference between safety and non-safety employees is greater (10.16%) with classic members than it is with PEPRA members (6.82%). Employers also pay a lesser worker's compensation cost for non-safety members.

Potential cost savings from safety vs non-safety

	Classic	PEPRA
Retirement Cost Difference (safety vs non-safety)	10.16%	6.82%
Workers Compensation Difference (safety vs non-safety)	6.50%	6.50%
Total Difference	16.66%	13.32%
Base Salary	\$150,000	\$150,000
Approximate Savings from Non-Safety	\$24,990	\$19,980

Rates for Fiscal year 23/24

Classic: Employees hired prior to 1/1/2013

PEPRA: Employees hired 1/1/2013 or later

Next Steps

This report summarizes a high-level overview of each option available to the Ross Valley Fire Department. For all the options above, there will need to be additional discussion by elected officials and potentially department members.

It would benefit the agency to focus further on a limited set of options with the most likely potential for success. Accordingly, the Board should narrow the options for a deeper review.

Short Term Options:

Determining the objective of the short-term options and the length of time needed to move toward a more sustainable Fire Department will be important when selecting what short-term option is best for RVFD and its community. Working with the RVFD Board of Directors and with the Management Team, LMS has identified two options for the Board's consideration: a Standalone Fire Department or a Joins Power Agreement with Central Marin Fire Authority.

Standalone Department:

To move forward with a standalone fire department, the Board must identify the short-term needs of the Department Staff and the community they serve. At a minimum, to keep the management structure like its current staffing level, the Board must recruit and hire a Chief and a Deputy Chief.

There is an option to fill these roles with Interim personnel, such as elevating or promoting one or more Battalion Chiefs to serve in these interim roles. Interim roles should be short-term solutions and limited to a three to six month assignment, so they are purposely short in nature.

The challenge in promoting a Battalion Chief to serve in an interim role is that you will need to fill the duties of the BCs. This has a domino effect as there will be an obligation to underfill the duties of the BCs with captains serving as interim BCs, Firefighters serving as acting Captains, and backfilling firefighter positions. This will require significant overtime or create a need to hire temporary firefighters to fill the vacancies. The cost in time, effort, and money to fill Firefighter positions is substantial, even temporarily.

During the transition, the Board must advertise, recruit and Hire a Fire Chief. A staggered recruitment for Deputy Fire Chief can overlap with the Chief's recruitment to assist in the appointment of the Deputy Chief once the Fire Chief has been hired, as the Fire Chief will need to make this appointment. The process will take no less than 4 months and could take up to 8 months or longer based on the pool of qualified candidates. The challenge with the standalone Fire Department model is that it may be perceived as a short-term solution to bridge the long-term objective. This by itself may reduce the number of qualified candidates. It should also be noted that the longer the recruitment extends, the more overtime expense will occur in addition to fatigue and burnout that will be experienced based on wear and tear on those in these high-stress interim positions.

Joint Powers Agreement:

The other option for the Board's consideration is to enter into a Joint Powers Agreement with Central Marin Fire. This option may serve as a good bridge to a new Joint Powers Authority between Central Marin Fire and the Ross Valley Fire Department.

If the Board moves forward with the Joint Powers Agreement, the agencies will need to negotiate an agreement that addresses operational service delivery as well as administrative services functions. This would include training, staffing levels, work assignments, standard operating procedures, along with many other considerations. Additionally, the agencies must agree on the leadership structure, including using command staff to fill the roles required to oversee the various Department Functions.

Another factor with a Joint Powers Agreement is extending the Department oversight with elected officials (Council members) and/or Management Staff (Town Managers). The Board may appoint one Council member from each of the six entities to form a group of six board members. Additionally, the Board could appoint two Town Managers of the six agencies to serve as the executive Management Team, who will then work with the Fire Chief and Deputy Fire Chief to oversee the Department's day-to-day operations. It is important to emphasize that this is a short-term agreement to bridge to the longer-term Joint Powers Agency. During this 18-month transition period, the Board, working with Staff and various Stakeholders, can evaluate the longer-term needs of the Department and confirm the structure of the governance and oversight needed to best serve the communities of Ross Valley and Central Marin.

Based on limiting the options, Local Motion Solutions, if needed, and staff can provide a more in-depth analysis and work towards possible implementation.

**Ross Valley Fire Department Board of Directors
STAFF REPORT**

For the meeting of March 8, 2023

To: Ross Valley Fire Board

From: Jason Weber, Fire Chief

Subject: Receive Presentation from Local Motion Solutions (LMS) on Leadership and Governance Study, and Direct Staff as Appropriate

RECOMMENDATION

Staff recommends The RVFD Fire Board provide direction to staff to further explore a single option for Leadership of the Ross Valley Fire Department and direct staff to negotiate terms and conditions and return to your Board with additional details for policy consideration.

BACKGROUND

In July 2022, Local Motion Solutions was selected to develop a high-level report outlining future leadership and governance options available to the Ross Valley Fire Department. In January staff and consultants provided an overview of the Local Motion Solutions study on the future Leadership and Governance options for the Ross Valley Fire Department. Staff was asked to provide each Town with a summary of the report and return to this Board meeting to provide a summary of the discussions with each Town and answer any questions raised by your Board or Council members.

In August 2018, the RVFD entered into a Memorandum of Understanding (MOU) with Marin County Fire Department (MCFD) to provide administrative and executive services. However, the MOU between RVFD and MCFD terminates on June 30, 2023. The Ross Valley Fire Department has used the services provided by MCFD as outlined in the MOU for “Fire Chief” and other command/leadership since August of 2018 (Attachment 2). However, the MOU won’t be renewed. Instead, the department is using the opportunity to review options for a path forward for governance and leadership, ensuring the long-term sustainability of Fire and Emergency Services.

Shared and consolidated services have a long history in the Ross Valley. The Ross Valley Fire Department (RVFD) is a consolidated department of Ross, San Anselmo, Sleepy Hollow, and Fairfax. The Department’s history can be traced to the early 1900s, starting with the formation of small volunteer fire departments in the newly formed towns of Ross, San Anselmo, and Fairfax. Built near the wildfire-prone slopes of Mount Tamalpais, these communities were and continue to be acutely aware of the risk of fire.

In 1982, the Fairfax Fire Department and the San Anselmo Fire Department joined forces and became the Ross Valley Fire Services. At the time, Sleepy Hollow was receiving fire protection

from the Town of San Anselmo through a service contract. Sleepy Hollow chose not to become a Joint Powers Authority (JPA) member while maintaining a non-voting seat on the Board. In 2010, the JPA expanded to make Sleepy Hollow a full JPA member, ending its contract for service with the Town of San Anselmo.

In 2012, Ross Valley Fire Department's Board of Directors voted to consolidate fire services with the Town of Ross, incorporating the Town of Ross Fire Station 18 into the Ross Valley Fire Department. Therefore, the current aggregate population of the Department's service area is estimated to be 25,572, served from 4 fire stations with nine (9) suppression personnel on duty daily.

The department is seeking options for the succession of the MOU, which could include multiple scenarios that require research and, ultimately, policy options to be presented to the RVFD Fire Board.

The RVFD released a request for proposal after the May Fire Board meeting, soliciting a contractor to complete a leadership and governance study. RVFD received three proposals from well-qualified vendors to complete the study. The RVFD Management Team including a member of the Sleepy Hollow Fire District reviewed the three proposals. The Fire Board selected Local Motion Solutions (LMS) to complete the "Governance and Leadership" study.

The attached final draft report from LMS provides a high-level overview of options related to both leadership and governance. This report is not intended to provide details of each option but a list of options with high level pros and cons of both leadership (Fire Chief and Executive Staff) as well as Governance (JPA, District, etc.) options.

DISCUSSION:

The Ross Valley Fire Board received a presentation including results of the governance and leadership study at their meeting on January 11, 2023, staff was directed to bring the presentation to each Council ensuring opportunity for public input/engagement and answer questions each Council may have. On February 9, 2023 staff presented to the Ross Town Council and on February 15, 2023 Fairfax Council held a special meeting to hear the information. The Ross Town Council had a majority of council members interested in learning more about the details of a shared services agreement with Central Marin Fire. Fairfax Town Council unanimously supported exploring the shared services option and returning to the Fire Board with details, after engagement with Central Marin Fire and San Anselmo Council also unanimously voted to pursue discussions with Central Marin on a shared services option.

The report is broken into two principal areas for consideration (1) Leadership options (Fire Chief and executive leadership of the Department), second (2) Future Governance of the Department (How is the Department is governed – Joint Powers Authority, Dependent District, Independent District, etc.). **At this time staff is asking the Fire Board to consider a leadership option with the goal that future governance, which can take years to develop, should be considered as part of this decision, but not acted upon now.**

The report outlines four (4) options for leadership; 1. Contract for Service, 2. Joint Powers Agreement (shared services), 3. Joint Powers Authority and 4. Stand-alone fire agency (Fire Chief). LMS conducted extensive interviews with policy makers, adjacent agencies, labor representatives and Town executive staff. Some leadership options have been narrowed by allied agencies unable to accommodate expanding or sharing services. **At this time based on available options, staff is asking the Fire Board to narrow discussions and options to a stand-alone fire agency (Fire Chief & Executive Staff) or Joint Powers Agreement (shared services). Central Marin Fire is the only allied agency that expressed an interest in furthering discussions of the shared services option.**

Shared Services Agreement:

At this time, only one agency has expressed an interest in a shared services agreement. This interest needs further exploration and will require staff from both agencies to work on a draft agreement amendable to both parties. It would be pre-mature to provide anything more than high level, conceivable options with this shared services model. If the Fire Board directs staff to move forward with this option, staff will work with Central Marin Fire to explore the option further, develop detailed information and determine potential for a future long-term relationship.

As highlighted in the chart below the size and configuration of the two departments are very close. These similarities provide an opportunity that may not exist if the two were very different.

Demographics of Central Marin Fire and Ross Valley Fire Department

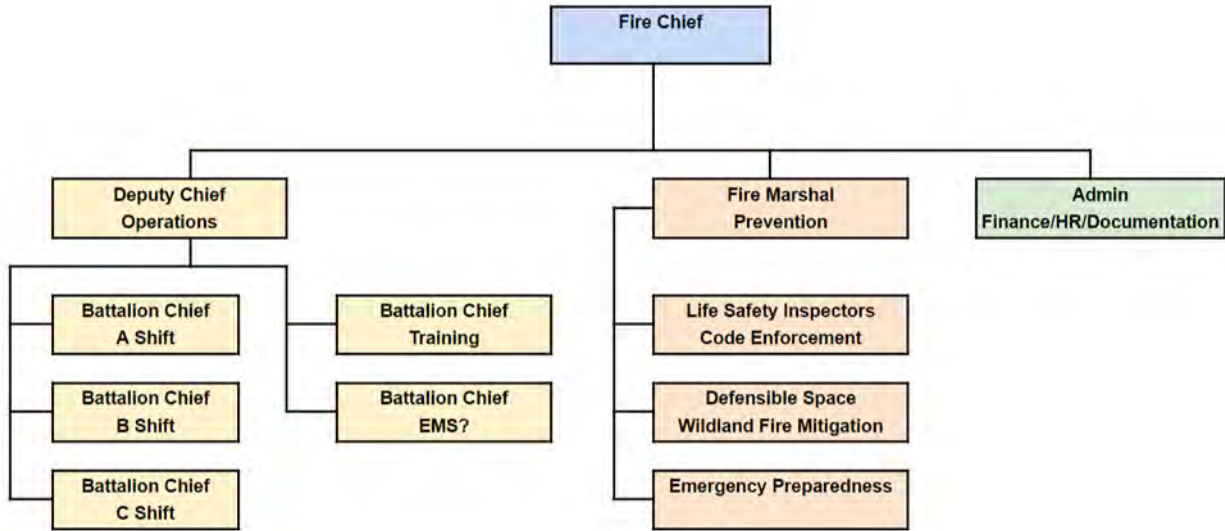
	Population	Budget	Personnel	Stations	Engines	Ambulance	Incidents
RVFD	25,572	\$12 mil	38	4	4	0	2831
CMFD	23,079	\$10.6 mil	42	4	3	1	3646

Stand-alone Agency with Fire Chief and Executive Staff:

Prior to the agreement with the Marin County Fire Department, Ross Valley Fire Department historically had a Fire Chief that served as the Executive of the Fire Department with three Battalion Chiefs (one on each of the three shifts) to serve as the on-duty shift commander and carry additional administrative duties that are generally categorized as Operations, Administrative and training. This structure is common in smaller agencies where leadership manages several programs within the organization. Larger agencies break down these tasks and typically have shift Battalion Chiefs that manage the daily operations and response to incidents and Battalion Chiefs working an administrative schedule, manage programs such as EMS, Fire Prevention and Training, independent of other duties. Typically, this group of mid-managers is crossed trained and can fill-in accordingly as need dictates. Demands on the fire service have increased over the last several decades to include increased fire prevention work, like vegetation management and pre-fire planning, training requirements to stay compliant with federal and state mandates and recommendations including National Fire Protection and CALOSHA. Administrative duties have also expanded including more complicated payroll, personnel actions including Firefighter Procedural Bill of Rights, employee evaluations, mentoring and succession planning.

These additional duties placed upon Executive and mid-level management are principal drivers in

LMS recommending that the existing contract should not be replaced with a single Fire Chief but should include a Deputy Fire Chief and Fire Marshal. It is important to note, from an industry perspective there is no defined organizational structure or statute that requires a certain staffing model or level. This recommendation is based on comparison of like organizations and workload measures including interviews with existing staff.



Examples of small to mid-size Fire Departments in the Bay Area

Agency	Type	Population (≈ 500)	Area (Sq Miles)	Budget (Millions)	Stations	Personnel	Safety Personnel	Chief Officers	FP Rank	FP Safety
Rancho Adobe	District	28,000	89	7.2	3	29	28	4	B/C-FM*	Yes
Sonoma Valley	District	48,000	78	16.6	4	62	59	6	B/C-FM	Yes
Sonoma County Fire	District	75,000	195	34.3	9	107	98	9	BC-FM	Yes
Goldridge Fire/North Bay	District	40,000	240	9.0	3	32	30	6	Div/C-FM	yes
Petaluma	City	59,800	14.5	20.2	3	67	59	6	FM	Yes
El Cerrito	City/JPA	31,000	4.6	13.3	3	37	35	5	B/C-FM	Yes
Dixon	District	25,000	320	6.4	1	22	20	5	A/C-FM	Yes
Davis	City	68,700	133	15.3	3	45	44	5	Div/C-FM	Yes
Piedmont	City	11,000	1.7	8.0	1	24	23	1	Capt-FM*	Yes
Central County (San Mateo)	JPA	66,000	14.9	32.7	7	88	74	8	FM	Yes
Menlo park	District	90,000	30.1	75.1	7	151	123	12	Div/C-FM	Yes
Woodland	City	61,000	15.3	13.8	3	50	47	5	FM	Yes

The above organizational chart helps visualize how a typical small to mid-size organization is structured ensuring adequate span of control and delegation of work. The lower chart provides examples of small to mid-size Fire Departments in the Bay area including population and area served, as well as budget and number of personnel including chief officers.

NEXT STEPS

Staff recommends your Fire Board provide direction to staff to further develop one of two leadership options developing detail including costs, organizational structure and any employee impacts that will ultimately be presented to the Fire Board for policy consideration.

OPTIONS

Staff recommends that the Council provide San Anselmo Fire Board members direction related to a preferred leadership option to explore further and develop detail necessary to ultimately return with a policy option for Fire Board consideration.

FISCAL IMPACT:

The receipt of this staff report and Local Motion Solutions (LMS) presentation has no direct fiscal impact. LMS remains under contract for work associated with the leadership and governance study.

Encl.: LMS Presentation – **Attachment #1**

Future Governance and Leadership Draft Report from LMS – **Attachment #2**



Thank you for your hard work keeping the Ross Valley safe this past year!

1 message

Sun, Dec 31, 2023 at 11:07 AM

Dear Ross Valley Fire Department,

Thank you for your hard work keeping the Ross Valley safe this past year!

Your responses, bravery, and community interactions are appreciated.

Best wishes for 2024 and beyond,

Todd G

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appreciate all that
you all do for
Everyone, My Hero's.
Merry Merry



Christmas
HAPPY
New Year
2024
from Lindsay

Dear: San Anselmo
Fire Dept;



May you be surrounded
by love and laughter
this holiday season.

I wanted to start
by saying, thank you
to all of you for
being our Hero's I