



Ross Valley Fire Department  
777 San Anselmo Avenue, San Anselmo, CA 94960

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**AGENDAS & STAFF REPORTS ONLINE:**

<https://rossvalleyfire.org/about/board/board-meetings>

Email: [sstettler@rossvalleyfire.org](mailto:sstettler@rossvalleyfire.org)

**ROSS VALLEY FIRE DEPARTMENT  
BOARD OF DIRECTORS AGENDA**

**Wednesday, March 13, 2024**

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

<https://us06web.zoom.us/j/89333874212>

**Or Telephone:** +1 669 900 6833 | **Webinar ID:** 893 3387 4212

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.*

**6:30 pm RVFD Board Meeting**

1. **Call to order – 6:30 pm.**
2. Chief Report – Update by Interim Fire Chief Mahoney
  - a) Recognition of Director Brekhus and Kuhl for their service on the RVFD Board of Directors.
  - b) Verbal Update
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 February

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

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# Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

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## [Item 3a – Check Register](#)

- b) Receive call report and out of jurisdiction report for February

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

- c) Receive current budget report

## [Item 3c – Budget Report](#)

- d) Approve Minutes of the February 14, 2024, Board meeting

## [Item 3d – Minutes February 14, 2024](#)

- e) Approve Resolution 24-03 Acknowledging Receipt of Report Regarding Compliance of Inspections for Certain State Fire Marshal Regulated Occupancies Pursuant to Sections 13146.2 and 13146.3 of the Health and Safety Code.

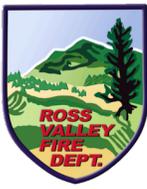
## [Item 3e – Staff Report for Annual Inspection Compliance Report](#)

## [Item 3e – Resolution 24-03 – Attachment #1](#)

- 4. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.
- 5. 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 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.
- 6. Announce Adjournment to Closed Session:  
**Convene in Closed Session:**
  - a) Conference with Labor Negotiators (Government Code 54957.6)**
    - i) Agency Designated Representative: Dave Donery  
Employee Organization: Ross Valley Fire Chief Officers Association  
Position: 40 hour a week Battalion Chief
    - ii) Agency Designated Representative: Dave Donery  
Employee Organization: Ross Valley Fire Chief Officers Association  
Position: Fire Chief
  - b) Public Employee Performance Evaluation (Government Code 54957)**
    - i) Title: Interim Fire Chief Dan Mahoney

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7. Announce Action in Closed Session, if any.
8. Adjourn

The next meeting is scheduled for Wednesday, April 10, 2024, in person at the San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960, and via zoom.

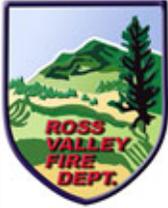
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s/Samantha Stettler, Administrative Assistant

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: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01326	AMAZON.COM SERVICES LLC	02/01/2024	Regular	0.00	192.03	23554
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">147Q-JHMR-FCG</a>	Invoice	01/29/2024	01.29.2024 - SCRUB BRUSH, 5 GAL BUCKE EQUIPMENT	0.00	60.96	
	<a href="#">01.10.63131.00</a>		01.29.2024 - SCRUB BRUSH, 5 G		60.96	
<a href="#">1JN6-PGCP-4LTP</a>	Invoice	01/28/2024	01.28.2024 - COFFEE GRINDER BUILDING MAINTENANCE	0.00	87.39	
	<a href="#">01.14.61500.00</a>		01.28.2024 - COFFEE GRINDER		87.39	
<a href="#">1MWF-LK4N-G9</a>	Invoice	01/31/2024	01.31.2024 - MAKITA BATTERY WALL MO GENERAL DEPARTMENT S	0.00	43.68	
	<a href="#">01.05.62200.00</a>		01.31.2024 - MAKITA BATTERY		43.68	
01433	AT&T Corp	02/01/2024	Regular	0.00	2,669.06	23555
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">240110042</a>	Invoice	01/27/2024	01.27.2024 - WIRELESS - 12.11.23-01.10.2 TELEPHONE	0.00	2,669.06	
	<a href="#">01.14.61705.00</a>		01.27.2024 - WIRELESS - 12.11.2		2,669.06	
01016	Diego Truck Repair Inc	02/01/2024	Regular	0.00	217.37	23556
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">68279</a>	Invoice	01/22/2024	01.22.2024 - 2023 PIERCE ENFORCER - FU FLEET MAINTENANCE/RE	0.00	217.37	
	<a href="#">01.25.61600.00</a>		01.22.2024 - 2023 PIERCE ENFO		217.37	
01272	Diesel Direct West Inc	02/01/2024	Regular	0.00	1,267.66	23557
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">85627967</a>	Invoice	01/25/2024	01.25.2024 - GASOLINE UNL - 68.7 GAL FUEL	0.00	341.24	
	<a href="#">01.25.62988.00</a>		01.25.2024 - GASOLINE UNL - 6		341.24	
<a href="#">85627968</a>	Invoice	01/25/2024	01.25.2024 - ULSD CLEAR - 178.4 GAL FUEL	0.00	926.42	
	<a href="#">01.25.62988.00</a>		01.25.2024 - ULSD CLEAR - 178.		926.42	
01017	Fairfax Lumber	02/01/2024	Regular	0.00	2.82	23558
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">277258</a>	Invoice	01/29/2024	01.29.2024 - TIRE VALVE REPAIR GENERAL DEPARTMENT S	0.00	2.82	
	<a href="#">01.05.62200.00</a>		01.29.2024 - TIRE VALVE REPAIR		2.82	
01050	Golden State Emergency Veh Svc	02/01/2024	Regular	0.00	126.25	23559
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">CI043149</a>	Invoice	01/23/2024	01.23.2024 - REMOTE SWITCH CONTORL FLEET PARTS	0.00	71.89	
	<a href="#">01.25.62989.00</a>		01.23.2024 - REMOTE SWITCH C		71.89	
<a href="#">CI043196</a>	Invoice	01/26/2024	01.26.2024 -TAGS FLEET PARTS	0.00	54.36	
	<a href="#">01.25.62989.00</a>		01.26.2024 -TAGS		54.36	
01020	PG&E	02/01/2024	Regular	0.00	22,954.55	23560
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">758-01242024</a>	Invoice	01/24/2024	758 - UTILITIES - 07.06.23-01.01.24 GAS AND ELECTRIC	0.00	22,954.55	
	<a href="#">01.14.61702.00</a>		758 - UTILITIES - 07.06.23-01.01		22,954.55	
01095	Richards Watson Gershon	02/01/2024	Regular	0.00	1,881.00	23561

Check Report

Date Range: 02/01/2024 - 02/29/2024

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		
<a href="#">246273</a>	Invoice	01/30/2024	01.30.2024 - GENERAL LEGAL COUNSEL - ATTORNEY/LEGAL FEES	0.00	1,881.00	
	<a href="#">01.05.61107.00</a>		01.30.2024 - GENERAL LEGAL C		1,881.00	
01185	The Ed Jones Co Inc	02/01/2024	Regular	0.00	790.12	23562
<a href="#">54781</a>	Invoice	10/10/2023	10.10.2023 - BADGES - ENGINEER/CAPTAI GENERAL DEPARTMENT S	0.00	790.12	
	<a href="#">01.05.62200.00</a>		10.10.2023 - BADGES - ENGINEE		790.12	
01326	AMAZON.COM SERVICES LLC	02/08/2024	Regular	0.00	1,705.40	23563
<a href="#">169H-9CDX-TN7D</a>	Invoice	02/03/2024	02.03.2024 - COFFEE GRINDER/AIR FILTER GENERAL DEPARTMENT S	0.00	183.70	
	<a href="#">01.05.62200.00</a>		02.03.2024 - COFFEE GRINDER/		183.70	
<a href="#">1GMK-FWPX-1NR</a>	Invoice	02/04/2024	02.04.2024 - BLENDTEC BLENDER BUILDING MAINTENANCE	0.00	436.95	
	<a href="#">01.14.61500.00</a>		02.04.2024 - BLENDTEC BLENDE		436.95	
<a href="#">1LR9-97TV-L9QW</a>	Invoice	02/02/2024	02.02.2024 - WALL MOUNT MAKITA TOOL GENERAL DEPARTMENT S	0.00	131.04	
	<a href="#">01.05.62200.00</a>		02.02.2024 - WALL MOUNT MA		131.04	
<a href="#">1Q3F-GTWP-TRG</a>	Invoice	02/03/2024	02.03.2024 - CIRCUIT AND GROUND COVE RADIO REPAIR	0.00	111.30	
	<a href="#">01.10.61101.00</a>		02.03.2024 - CIRCUIT AND GRO		111.30	
<a href="#">1V94-M9GJ-7H46</a>	Invoice	02/05/2024	02.05.2024 - HEAVY BOOT DRYER FURNISHINGS	0.00	694.84	
	<a href="#">01.14.62501.00</a>		02.05.2024 - HEAVY BOOT DRYE		694.84	
<a href="#">1XPM-FH9C-9KX</a>	Invoice	02/05/2024	02.05.2024 - GARDEN HOSE AND SPRAYE GENERAL DEPARTMENT S	0.00	147.57	
	<a href="#">01.05.62200.00</a>		02.05.2024 - GARDEN HOSE AN		147.57	
01000	American Messaging	02/08/2024	Regular	0.00	5.83	23564
<a href="#">W4106073YB</a>	Invoice	02/01/2024	02.01.2024 - SIREN ALERT - FEB 2024 COMMUNICATIONS EQUI	0.00	5.83	
	<a href="#">01.10.63150.00</a>		02.01.2024 - SIREN ALERT - FEB		5.83	
01230	BAUER COMPRESSORS	02/08/2024	Regular	0.00	62.52	23565
<a href="#">0000316965-B</a>	Invoice	01/22/2024	01.22.2024 - SALES TAX BUILDING MAINTENANCE	0.00	62.52	
	<a href="#">01.14.61500.00</a>		01.22.2024 - SALES TAX		62.52	
01355	BUCKLES BY JIM	02/08/2024	Regular	0.00	730.00	23566
<a href="#">4697</a>	Invoice	02/05/2024	02.05.2024 - UNIFORM BELT BUCKLES GENERAL DEPARTMENT S	0.00	730.00	
	<a href="#">01.05.62200.00</a>		02.05.2024 - UNIFORM BELT BU		730.00	
01272	Diesel Direct West Inc	02/08/2024	Regular	0.00	1,694.02	23567
<a href="#">85641590</a>	Invoice	02/01/2024	02.01.2024 - GASOLINE UNL - 135.6 GAL FUEL	0.00	677.91	
	<a href="#">01.25.62988.00</a>		02.01.2024 - GASOLINE UNL - 1		677.91	
<a href="#">85641591</a>	Invoice	02/01/2024	02.01.2024 - ULSD CLEAR - 182.8 GAL FUEL	0.00	1,016.11	
	<a href="#">01.25.62988.00</a>		02.01.2024 - ULSD CLEAR - 182.		1,016.11	
01035	Marin County Sheriff's Office	02/08/2024	Regular	0.00	17,911.08	23568
<a href="#">12451</a>	Invoice	02/02/2024	02.02.2024 - MDC SUPPORT & MAINTENA DISPATCH	0.00	17,911.08	
	<a href="#">01.10.61100.00</a>		02.02.2024 - MDC SUPPORT &		17,911.08	

Check Report

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01181	Royce Wintermute	02/08/2024	Regular	0.00	250.00	23569
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0006611</a>	Invoice	02/03/2024	02.03.2024 - REIMB-EMSA PARAMEDIC RE	0.00	250.00	
	<a href="#">01.10.61000.00</a>		TRAINING AND EDUCATIO		250.00	
01323	Sleepy Hollow Fire Protection District	02/08/2024	Regular	0.00	154,711.86	23570
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0006612</a>	Invoice	02/15/2024	02.15.2024 - SCHEDULED LOAN PAYMENT	0.00	154,711.86	
	<a href="#">15.00.64010.00</a>		LEASE PAYMENT - PRINCIP		150,205.69	
	<a href="#">15.00.64110.00</a>		LEASE PAYMENT - INTERE		4,506.17	
01092	Stroupe Petroleum	02/08/2024	Regular	0.00	2,171.51	23571
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">I42530</a>	Invoice	02/01/2024	02.01.2024 - NOZZLE RPLCMNT/KRUEGER	0.00	2,171.51	
	<a href="#">01.25.62988.00</a>		FUEL		2,171.51	
01326	AMAZON.COM SERVICES LLC	02/15/2024	Regular	0.00	279.23	23572
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">1KT3-9XDN-W1F</a>	Invoice	02/08/2024	02.08.2024 - TOOL STORAGE RACK	0.00	53.87	
	<a href="#">01.14.62501.00</a>		FURNISHINGS		53.87	
<a href="#">1L3W-WY7J-1JRY</a>	Invoice	02/13/2024	02.13.2024 - MAKITA WALL MOUNT	0.00	131.04	
	<a href="#">01.05.62200.00</a>		GENERAL DEPARTMENT S		131.04	
<a href="#">1X7J-4PM1-1MK</a>	Invoice	02/13/2024	02.13.2024 - TUPPERWARE	0.00	94.32	
	<a href="#">01.14.61500.19</a>		BUILDING MAINTENANCE		94.32	
01026	AT&T Calnet	02/15/2024	Regular	0.00	769.03	23573
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">000021232976</a>	Invoice	02/10/2024	02.10.2024 - WIRELESS - 01.10.24-02.09.2	0.00	769.03	
	<a href="#">01.14.61705.00</a>		TELEPHONE		769.03	
01059	AT&T Mobility	02/15/2024	Regular	0.00	1,080.25	23574
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">287301083016X0</a>	Invoice	02/02/2024	02.02.2024 - WIRELESS - 01.03.24-02.02.2	0.00	1,080.25	
	<a href="#">01.14.61705.00</a>		TELEPHONE		1,080.25	
01390	Badawi & Associates	02/15/2024	Regular	0.00	1,598.50	23575
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">1563</a>	Invoice	02/13/2024	02.13.2024 - 2023 AUDIT	0.00	1,598.50	
	<a href="#">01.05.61103.00</a>		AUDIT & BOOKKEEPING SE		1,598.50	
01016	Diego Truck Repair Inc	02/15/2024	Regular	0.00	2,696.28	23576
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">68242</a>	Invoice	01/16/2024	01.16.2024 - 2010 PIERCE ALLSTEER - AIRL	0.00	2,696.28	
	<a href="#">01.25.61600.00</a>		FLEET MAINTENANCE/RE		2,696.28	
01272	Diesel Direct West Inc	02/15/2024	Regular	0.00	1,631.43	23577
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">85654815</a>	Invoice	02/08/2024	02.08.2024 - GASOLINE UNL - 89.1 GAL	0.00	464.09	
	<a href="#">01.25.62988.00</a>		FUEL		464.09	
<a href="#">85654816</a>	Invoice	02/08/2024	02.08.2024 - ULSD CLEAR - 208.0 GAL	0.00	1,167.34	

Check Report

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<a href="#">01.25.62988.00</a>	FUEL	02.08.2024 - ULSD CLEAR - 208.		1,167.34	
01475	EverBank, N.A.	02/15/2024	Regular	0.00	465.81	23578
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">9880738</a>	Invoice	02/05/2024	02.05.2024 - KYOCERA TASKALFA 4053CI C	0.00	465.81	
	<a href="#">01.05.61105.00</a>		OTHER CONTRACT SERVI		465.81	
01017	Fairfax Lumber	02/15/2024	Regular	0.00	59.14	23579
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">277822</a>	Invoice	02/09/2024	02.09.2024 - LIGHTER/STUDFINDER	0.00	31.92	
	<a href="#">01.14.61500.19</a>		BUILDING MAINTENANCE		31.92	
<a href="#">277882</a>	Invoice	02/12/2024	02.12.2024 - LUBRICANT SPRAY	0.00	27.22	
	<a href="#">01.05.62200.00</a>		GENERAL DEPARTMENT S		27.22	
01050	Golden State Emergency Veh Svc	02/15/2024	Regular	0.00	152.51	23580
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">CI043392</a>	Invoice	02/06/2024	02.06.2024 - LATCH ASSY BYPASS	0.00	152.51	
	<a href="#">01.25.62989.00</a>		FLEET PARTS		152.51	
01295	Grier Argall Plumbing Inc	02/15/2024	Regular	0.00	183.92	23581
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">17244</a>	Invoice	02/13/2024	02.13.2024 - STATION 18 - SINK DISPOSAL	0.00	183.92	
	<a href="#">01.14.61500.18</a>		BUILDING MAINTENANCE		183.92	
01093	Martin & Harris	02/15/2024	Regular	0.00	170.00	23582
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">S51654</a>	Invoice	01/31/2024	01.31.2024 - DRYER REPAIR	0.00	170.00	
	<a href="#">01.14.61500.20</a>		BUILDING MAINTENANCE		170.00	
01234	Napa Auto Parts	02/15/2024	Regular	0.00	255.45	23583
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">845497</a>	Invoice	02/07/2024	02.07.2024 - AUTO PARTS	0.00	255.45	
	<a href="#">01.25.62988.00</a>		FUEL		255.45	
01483	Preferred Alliance, Inc.	02/15/2024	Regular	0.00	116.00	23584
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">0192460-IN</a>	Invoice	12/31/2023	12.31.2023 - NON-RANDOM TESTS	0.00	116.00	
	<a href="#">01.05.61129.00</a>		HIRING EXPENSES		116.00	
01098	Verizon Wireless	02/15/2024	Regular	0.00	853.45	23585
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">9955663136</a>	Invoice	02/01/2024	02.01.2024 - WIRELESS - 01.02.24-02.01.2	0.00	853.45	
	<a href="#">01.14.61705.00</a>		TELEPHONE		853.45	
01326	AMAZON.COM SERVICES LLC	02/20/2024	Regular	0.00	68.03	23586
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">13KN-QKKG-CMY</a>	Invoice	02/14/2024	02.14.2024 - SHOWER CURTAIN AND HAR	0.00	68.03	
	<a href="#">01.05.62200.00</a>		GENERAL DEPARTMENT S		68.03	
01272	Diesel Direct West Inc	02/20/2024	Regular	0.00	1,390.06	23587

Check Report

Date Range: 02/01/2024 - 02/29/2024

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			
<a href="#">85666594</a>	Invoice	02/15/2024	02.15.2024 - GASOLINE UNL - 92.6 GAL	0.00	488.90	
<a href="#">01.25.62988.00</a>	FUEL		02.15.2024 - GASOLINE UNL - 9		488.90	
<a href="#">85666595</a>	Invoice	02/15/2024	02.15.2024 - ULSD CLEAR - 160.5 GAL	0.00	901.16	
<a href="#">01.25.62988.00</a>	FUEL		02.15.2024 - ULSD CLEAR - 160.		901.16	
01028	L. N. Curtis and Sons	02/20/2024	Regular	0.00	609.10	23588
<a href="#">INV787219</a>	Invoice	01/30/2024	01.30.2024 - CALF STRUCTURE BOOTS	0.00	609.10	
<a href="#">01.10.63160.00</a>	TURNOUTS		01.30.2024 - CALF STRUCTURE B		609.10	
01354	Matrix HG	02/20/2024	Regular	0.00	645.50	23589
<a href="#">175088</a>	Invoice	02/14/2024	02.14.2024 - HEATER PILOT LIGHT REPAIR	0.00	645.50	
<a href="#">01.14.61500.19</a>	BUILDING MAINTENANCE		02.14.2024 - HEATER PILOT LIGH		645.50	
01132	Scott Porter	02/20/2024	Regular	0.00	300.00	23590
<a href="#">20518660</a>	Invoice	02/12/2024	02.12.2024 - REIMB - HARTCODE PALS TR	0.00	300.00	
<a href="#">01.10.61000.00</a>	TRAINING AND EDUCATIO		02.12.2024 - REIMB - HARTCOD		300.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	52	37	0.00	222,666.77
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
	<b>52</b>	<b>37</b>	<b>0.00</b>	<b>222,666.77</b>

Check Report

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01013	AFLAC Business Services	02/07/2024	Regular	0.00	2,516.96	11420
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0006586</a>	Invoice	02/15/2024	AFLAC	0.00	2,516.96	
	<a href="#">01.00.20271.00</a>		AFLAC P/R DEDUCTION		2,516.96	
01004	CAPF	02/07/2024	Regular	0.00	472.00	11421
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0006589</a>	Invoice	02/15/2024	DISABILITY INSURANCE	0.00	472.00	
	<a href="#">01.00.20275.00</a>		DISABILITY INSURANCE W		472.00	
01161	Nationwide Retirement Solutions	02/07/2024	Regular	0.00	3,649.50	11422
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0006591</a>	Invoice	02/15/2024	NATIONWIDE RETIREMENT	0.00	2,217.00	
	<a href="#">01.00.20277.00</a>		DEFERRED COMP. W/ NR		2,217.00	
<a href="#">INV0006592</a>	Invoice	02/15/2024	NATIONWIDE RETIREMENT	0.00	1,432.50	
	<a href="#">01.00.20277.00</a>		DEFERRED COMP. W/ NR		1,432.50	
01069	Ross Valley Firefighters Association	02/07/2024	Regular	0.00	2,490.00	11423
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0006603</a>	Invoice	02/15/2024	UNION DUES	0.00	2,490.00	
	<a href="#">01.00.20289.00</a>		UNION DUES WITHHELD		2,490.00	
01013	AFLAC Business Services	02/20/2024	Regular	0.00	4,264.00	11428
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0006618</a>	Invoice	02/29/2024	AFLAC	0.00	4,264.00	
	<a href="#">01.00.20271.00</a>		AFLAC P/R DEDUCTION		4,264.00	
01004	CAPF	02/20/2024	Regular	0.00	472.00	11429
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0006621</a>	Invoice	02/29/2024	DISABILITY INSURANCE	0.00	472.00	
	<a href="#">01.00.20275.00</a>		DISABILITY INSURANCE W		472.00	
01161	Nationwide Retirement Solutions	02/20/2024	Regular	0.00	3,283.93	11430
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0006623</a>	Invoice	02/29/2024	NATIONWIDE RETIREMENT	0.00	2,217.00	
	<a href="#">01.00.20277.00</a>		DEFERRED COMP. W/ NR		2,217.00	
<a href="#">INV0006624</a>	Invoice	02/29/2024	NATIONWIDE RETIREMENT	0.00	1,066.93	
	<a href="#">01.00.20277.00</a>		DEFERRED COMP. W/ NR		1,066.93	
01069	Ross Valley Firefighters Association	02/20/2024	Regular	0.00	2,490.00	11431

Check Report

Date Range: 02/01/2024 - 02/29/2024

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		
<a href="#">INV0006635</a>	Invoice	02/29/2024	UNION DUES	0.00	2,490.00	
	<a href="#">01.00.20289.00</a>	UNION DUES WITHHELD	UNION DUES		2,490.00	

Bank Code PY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	10	8	0.00	19,638.39
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
	<b>10</b>	<b>8</b>	<b>0.00</b>	<b>19,638.39</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	62	45	0.00	242,305.16
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
	<b>62</b>	<b>45</b>	<b>0.00</b>	<b>242,305.16</b>

### Fund Summary

Fund	Name	Period	Amount
98	POOLED PAYROLL	2/2024	19,638.39
99	POOLED CASH	2/2024	222,666.77
			<b>242,305.16</b>

# Ross Valley Fire Dept

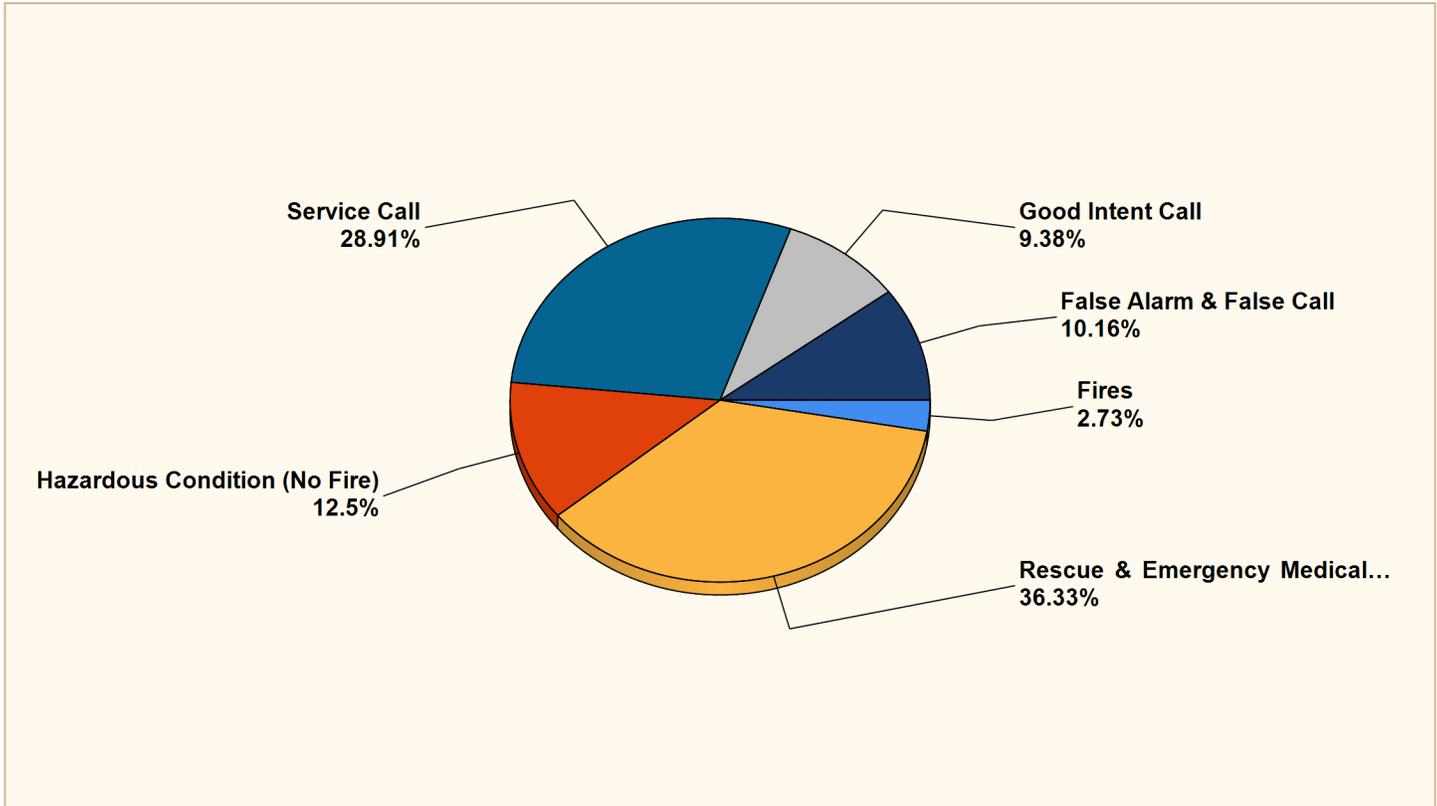
San Anselmo, CA

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2024 | End Date: 02/29/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	2.73%
Rescue & Emergency Medical Service	93	36.33%
Hazardous Condition (No Fire)	32	12.5%
Service Call	74	28.91%
Good Intent Call	24	9.38%
False Alarm & False Call	26	10.16%
<b>TOTAL</b>	<b>256</b>	<b>100%</b>



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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.

### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.39%
111 - Building fire	3	1.17%
118 - Trash or rubbish fire, contained	1	0.39%
150 - Outside rubbish fire, other	2	0.78%
321 - EMS call, excluding vehicle accident with injury	92	35.94%
322 - Motor vehicle accident with injuries	1	0.39%
410 - Combustible/flammable gas/liquid condition, other	1	0.39%
412 - Gas leak (natural gas or LPG)	5	1.95%
422 - Chemical spill or leak	1	0.39%
424 - Carbon monoxide incident	1	0.39%
444 - Power line down	22	8.59%
445 - Arcing, shorted electrical equipment	2	0.78%
531 - Smoke or odor removal	2	0.78%
550 - Public service assistance, other	24	9.38%
552 - Police matter	2	0.78%
553 - Public service	37	14.45%
554 - Assist invalid	9	3.52%
600 - Good intent call, other	1	0.39%
611 - Dispatched & cancelled en route	14	5.47%
622 - No incident found on arrival at dispatch address	5	1.95%
651 - Smoke scare, odor of smoke	4	1.56%
730 - System malfunction, other	1	0.39%
733 - Smoke detector activation due to malfunction	1	0.39%
735 - Alarm system sounded due to malfunction	9	3.52%
736 - CO detector activation due to malfunction	6	2.34%
741 - Sprinkler activation, no fire - unintentional	1	0.39%
743 - Smoke detector activation, no fire - unintentional	5	1.95%
745 - Alarm system activation, no fire - unintentional	2	0.78%
746 - Carbon monoxide detector activation, no CO	1	0.39%
<b>TOTAL INCIDENTS:</b>	<b>256</b>	<b>100%</b>

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: 02/01/2024 | End Date: 02/29/2024

INCIDENT TYPE	# INCIDENTS
<b>Station: 00 - MUTUAL AID RESOURCES</b>	
611 - Dispatched & cancelled en route	1
<b># Incidents for 00 - Mutual Aid Resources:</b>	<b>1</b>
<b>Station: 18 - STATION 18 - Ross</b>	
111 - Building fire	1
321 - EMS call, excluding vehicle accident with injury	2
410 - Combustible/flammable gas/liquid condition, other	1
412 - Gas leak (natural gas or LPG)	2
444 - Power line down	2
531 - Smoke or odor removal	1
553 - Public service	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	3
651 - Smoke scare, odor of smoke	2
735 - Alarm system sounded due to malfunction	2
743 - Smoke detector activation, no fire - unintentional	1
<b># Incidents for 18 - Station 18 :</b>	<b>19</b>
<b>Station: 19 - STATION 19 - San Anselmo</b>	
118 - Trash or rubbish fire, contained	1
150 - Outside rubbish fire, other	1
321 - EMS call, excluding vehicle accident with injury	42
322 - Motor vehicle accident with injuries	1
422 - Chemical spill or leak	1
444 - Power line down	10
445 - Arcing, shorted electrical equipment	2
550 - Public service assistance, other	4
552 - Police matter	1
553 - Public service	9
554 - Assist invalid	6
611 - Dispatched & cancelled en route	6
622 - No incident found on arrival at dispatch address	3
651 - Smoke scare, odor of smoke	1
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	4
736 - CO detector activation due to malfunction	2

Only REVIEWED incidents included.



INCIDENT TYPE	# INCIDENTS
---------------	-------------

743 - Smoke detector activation, no fire - unintentional

3

**# Incidents for 19 - Station 19:**

**98**

**Station: 20 - STATION 20 - Sleepy Hollow**

111 - Building fire	1
321 - EMS call, excluding vehicle accident with injury	15
412 - Gas leak (natural gas or LPG)	2
444 - Power line down	1
550 - Public service assistance, other	3
553 - Public service	8
554 - Assist invalid	1
611 - Dispatched & cancelled en route	2
735 - Alarm system sounded due to malfunction	2
736 - CO detector activation due to malfunction	3
741 - Sprinkler activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	1

**# Incidents for 20 - Station 20:**

**40**

**Station: 21 - STATION 21 - Fairfax**

100 - Fire, other	1
111 - Building fire	1
150 - Outside rubbish fire, other	1
321 - EMS call, excluding vehicle accident with injury	33
412 - Gas leak (natural gas or LPG)	1
424 - Carbon monoxide incident	1
444 - Power line down	9
531 - Smoke or odor removal	1
550 - Public service assistance, other	17
552 - Police matter	1
553 - Public service	19
554 - Assist invalid	2
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	1
730 - System malfunction, other	1
735 - Alarm system sounded due to malfunction	1
736 - CO detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	1
746 - Carbon monoxide detector activation, no CO	1

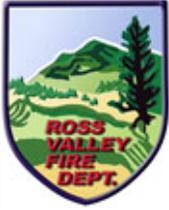
**# Incidents for 21 - Station 21:**

**98**

Only REVIEWED incidents included.



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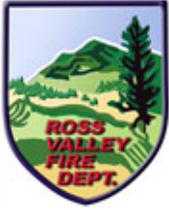
# Budget Report Group Summary

For Fiscal: 2023-2024 Period Ending: 02/29/2024

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 01 - GENERAL FUND</b>						
<b>Revenue</b>						
475 - MEMBER CONTRIBUTIONS	11,660,707.00	11,660,707.00	971,725.66	7,773,805.31	-3,886,901.69	33.33%
495 - OUTSIDE / MISCELLANEOUS REVENUE	1,877,091.00	2,246,339.00	160,215.00	1,790,609.33	-455,729.67	20.29%
<b>Revenue Total:</b>	<b>13,537,798.00</b>	<b>13,907,046.00</b>	<b>1,131,940.66</b>	<b>9,564,414.64</b>	<b>-4,342,631.36</b>	<b>31.23%</b>
<b>Expense</b>						
600 - SALARIES AND WAGES	6,889,961.00	7,283,855.00	624,102.45	4,747,313.16	2,536,541.84	34.82%
601 - RETIREMENT	2,385,110.00	2,385,110.00	90,947.23	1,946,985.59	438,124.41	18.37%
602 - EMPLOYEE BENEFITS	2,319,575.00	2,319,575.00	141,923.72	1,388,767.21	930,807.79	40.13%
610 - TRAINING	43,260.00	43,260.00	1,878.38	18,128.73	25,131.27	58.09%
611 - OUTSIDE SERVICES	741,096.00	1,222,690.00	31,134.52	456,110.16	766,579.84	62.70%
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	4,644.59	17,478.41	79.01%
615 - BUILDING MAINTENANCE	78,500.00	78,500.00	2,123.29	14,984.33	63,515.67	80.91%
616 - VEHICLE MAINTENANCE	120,500.00	120,500.00	1,123.53	61,848.89	58,651.11	48.67%
617 - UTILITIES	150,153.00	150,153.00	5,371.79	96,060.06	54,092.94	36.03%
619 - MISCELLANEOUS	0.00	0.00	662.40	9,006.28	-9,006.28	0.00%
620 - OFFICE SUPPLIES	6,215.00	6,215.00	162.90	2,311.49	3,903.51	62.81%
622 - DEPARTMENT SUPPLIES	131,675.00	131,675.00	6,995.08	78,675.15	52,999.85	40.25%
625 - FURNISHINGS	8,487.00	8,487.00	1,110.03	1,634.41	6,852.59	80.74%
629 - MISCELLANEOUS	101,510.00	101,510.00	4,051.76	45,599.32	55,910.68	55.08%
630 - EQUIPMENT	49,081.00	49,081.00	758.97	11,616.72	37,464.28	76.33%
631 - CAPITAL OUTLAY	115,030.00	115,030.00	440.99	50,195.86	64,834.14	56.36%
670 - TRANSFERS OUT	365,656.00	365,656.00	0.00	0.00	365,656.00	100.00%
<b>Expense Total:</b>	<b>13,537,798.00</b>	<b>14,413,286.00</b>	<b>912,787.04</b>	<b>8,939,168.57</b>	<b>5,474,117.43</b>	<b>37.98%</b>
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>-506,240.00</b>	<b>219,153.62</b>	<b>625,246.07</b>	<b>1,131,486.07</b>	<b>223.51%</b>
<b>Fund: 15 - VEHICLE FUND</b>						
<b>Revenue</b>						
519 - TRANSFERS IN	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
<b>Revenue Total:</b>	<b>365,656.00</b>	<b>365,656.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-365,656.00</b>	<b>100.00%</b>
<b>Expense</b>						
631 - CAPITAL OUTLAY	98,000.00	98,000.00	509.71	39,715.15	58,284.85	59.47%
640 - PRINCIPAL	308,919.00	308,919.00	150,205.69	308,918.87	0.13	0.00%
641 - INTEREST	14,910.00	14,910.00	4,506.17	14,910.21	-0.21	0.00%
<b>Expense Total:</b>	<b>421,829.00</b>	<b>421,829.00</b>	<b>155,221.57</b>	<b>363,544.23</b>	<b>58,284.77</b>	<b>13.82%</b>
<b>Fund: 15 - VEHICLE FUND Surplus (Deficit):</b>	<b>-56,173.00</b>	<b>-56,173.00</b>	<b>-155,221.57</b>	<b>-363,544.23</b>	<b>-307,371.23</b>	<b>-547.19%</b>
<b>Report Surplus (Deficit):</b>	<b>-56,173.00</b>	<b>-562,413.00</b>	<b>63,932.05</b>	<b>261,701.84</b>	<b>824,114.84</b>	<b>146.53%</b>

## Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	-506,240.00	219,153.62	625,246.07	1,131,486.07
15 - VEHICLE FUND	-56,173.00	-56,173.00	-155,221.57	-363,544.23	-307,371.23
<b>Report Surplus (Deficit):</b>	<b>-56,173.00</b>	<b>-562,413.00</b>	<b>63,932.05</b>	<b>261,701.84</b>	<b>824,114.84</b>



Ross Valley Fire, CA

# Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 02/29/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 01 - GENERAL FUND</b>							
<b>Revenue</b>							
<a href="#">01.00.47501.00</a>	FAIRFAX	2,407,212.00	2,407,212.00	200,601.00	1,604,808.00	-802,404.00	33.33 %
<a href="#">01.00.47502.00</a>	ROSS	2,414,444.00	2,414,444.00	201,203.66	1,609,629.28	-804,814.72	33.33 %
<a href="#">01.00.47503.00</a>	SAN ANSELMO	4,187,309.00	4,187,309.00	348,942.41	2,791,539.31	-1,395,769.69	33.33 %
<a href="#">01.00.47504.00</a>	SLEEPY HOLLOW	1,322,417.00	1,322,417.00	110,201.42	881,611.36	-440,805.64	33.33 %
<a href="#">01.00.47507.00</a>	PRIOR AUTHORITY RETIREE HEALTH	51,519.00	51,519.00	4,293.34	34,346.72	-17,172.28	33.33 %
<a href="#">01.00.47510.00</a>	PRIOR AUTHORITY RETIREMENT	1,277,806.00	1,277,806.00	106,483.83	851,870.64	-425,935.36	33.33 %
<a href="#">01.00.49501.00</a>	COUNTY OF MARIN	258,021.00	258,021.00	0.00	258,021.00	0.00	0.00 %
<a href="#">01.00.49502.00</a>	OES REIMBURSEMENT OUT OF CO	0.00	380,604.00	0.00	380,603.67	-0.33	0.00 %
<a href="#">01.00.49504.00</a>	RVPA REIMBURSEMENT MEDIC PR	306,093.00	306,093.00	77,065.69	234,741.25	-71,351.75	23.31 %
<a href="#">01.00.49506.00</a>	RVPA RENTAL	33,440.00	33,440.00	0.00	32,624.09	-815.91	2.44 %
<a href="#">01.00.49507.00</a>	LAIF INTEREST	20,000.00	20,000.00	0.00	12,489.86	-7,510.14	37.55 %
<a href="#">01.00.49509.00</a>	RVPA AGENCY REIMBURSEMENT	47,290.00	47,290.00	0.00	47,290.00	0.00	0.00 %
<a href="#">01.00.49510.00</a>	PLAN CHECKING FEES	280,000.00	280,000.00	19,802.86	215,354.43	-64,645.57	23.09 %
<a href="#">01.00.49511.00</a>	RE-SALE INSPECTION FEES	50,000.00	50,000.00	0.00	176.70	-49,823.30	99.65 %
<a href="#">01.00.49512.00</a>	MISCELLANEOUS INCOME	10,000.00	10,000.00	0.00	1,407.73	-8,592.27	85.92 %
<a href="#">01.00.49513.00</a>	WORKERS COMP REIMBURSEMENT	0.00	109,030.00	18,504.58	161,073.84	52,043.84	147.73 %
<a href="#">01.00.49517.00</a>	DISASTER COORDINATOR REIMB.	93,241.00	93,241.00	0.00	35,822.24	-57,418.76	61.58 %
<a href="#">01.00.49518.00</a>	DEFENSIBLE SPACE INSPECTION CO	327,410.00	207,024.00	0.00	126,802.25	-80,221.75	38.75 %
<a href="#">01.00.49523.00</a>	APPARATUS REPLACEMENT	365,656.00	365,656.00	30,471.33	243,770.64	-121,885.36	33.33 %
<a href="#">01.00.49524.00</a>	TECHNOLOGY FEES	25,940.00	25,940.00	1,490.54	16,183.17	-9,756.83	37.61 %
<a href="#">01.00.49526.18</a>	STATION MAINT REVENUE #18	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
<a href="#">01.00.49526.19</a>	STATION MAINT REVENUE #19	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
<a href="#">01.00.49526.20</a>	STATION MAINT REVENUE #20	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
<a href="#">01.00.49526.21</a>	STATION MAINT REVENUE #21	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
<a href="#">01.00.49528.00</a>	MWPA LOCAL FUNDS	0.00	0.00	12,880.00	24,248.46	24,248.46	0.00 %
	<b>Revenue Total:</b>	<b>13,537,798.00</b>	<b>13,907,046.00</b>	<b>1,131,940.66</b>	<b>9,564,414.64</b>	<b>-4,342,631.36</b>	<b>31.23%</b>
<b>Expense</b>							
<a href="#">01.00.60000.00</a>	REGULAR SALARIES	5,448,297.00	5,627,097.00	395,243.53	3,089,203.48	2,537,893.52	45.10 %
<a href="#">01.00.60010.00</a>	TEMPORARY HIRE	17,389.00	17,389.00	0.00	10,012.67	7,376.33	42.42 %
<a href="#">01.00.60020.00</a>	MINIMUM STAFFING	795,960.00	795,960.00	173,801.79	1,069,843.51	-273,883.51	-34.41 %
<a href="#">01.00.60021.00</a>	HOURLY OVERTIME	102,354.00	102,354.00	10,090.30	60,241.50	42,112.50	41.14 %
<a href="#">01.00.60024.00</a>	SHIFT DIFFERENTIAL OT	23,411.00	23,411.00	9,655.26	64,815.60	-41,404.60	-176.86 %
<a href="#">01.00.60025.00</a>	OT OES RESPONSE	0.00	215,094.00	6,862.99	221,957.05	-6,863.05	-3.19 %
<a href="#">01.00.60026.00</a>	OT TRAINING	70,576.00	70,576.00	0.00	13,327.38	57,248.62	81.12 %
<a href="#">01.00.60027.00</a>	HOLIDAY	224,083.00	224,083.00	18,573.24	142,903.18	81,179.82	36.23 %
<a href="#">01.00.60028.00</a>	PARAMEDIC TRAINING OVERTIME	24,274.00	24,274.00	0.00	2,876.63	21,397.37	88.15 %
<a href="#">01.00.60029.00</a>	FLSA O/T	108,747.00	108,747.00	8,775.34	62,960.72	45,786.28	42.10 %
<a href="#">01.00.60030.00</a>	S/L BUY BACK	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">01.00.60035.00</a>	RETIRED S/L COMPENSATION	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<a href="#">01.00.60039.00</a>	EXECUTIVE OFFICER	3,600.00	3,600.00	300.00	2,400.00	1,200.00	33.33 %
<a href="#">01.00.60040.00</a>	BOARD MEMBER STIPEND	8,000.00	8,000.00	800.00	6,400.00	1,600.00	20.00 %
<a href="#">01.00.60100.00</a>	RETIREMENT	2,385,110.00	2,385,110.00	90,947.23	1,946,985.59	438,124.41	18.37 %
<a href="#">01.00.60200.00</a>	CAFETERIA HEALTH PLAN	940,000.00	940,000.00	84,059.39	605,645.19	334,354.81	35.57 %
<a href="#">01.00.60201.00</a>	HEALTH INSURANCE	0.00	0.00	0.00	825.61	-825.61	0.00 %
<a href="#">01.00.60210.00</a>	RETIREE HEALTH SAVINGS MATCH	39,793.00	39,793.00	3,757.68	27,339.54	12,453.46	31.30 %
<a href="#">01.00.60215.00</a>	WORKERS' COMPENSATION INSUR	487,535.00	487,535.00	0.00	323,970.00	163,565.00	33.55 %
<a href="#">01.00.60220.00</a>	PAYROLL TAXES	97,205.00	97,205.00	9,212.57	74,116.38	23,088.62	23.75 %
<a href="#">01.00.60223.00</a>	UNIFORM REIMBURSEMENT	26,640.00	26,640.00	2,041.53	15,633.61	11,006.39	41.32 %
<a href="#">01.00.60225.00</a>	EDUCATION REIMBURSEMENT	122,512.00	122,512.00	10,156.26	77,318.91	45,193.09	36.89 %
<a href="#">01.00.60231.00</a>	RETIRES' HEALTH INSURANCE	605,890.00	605,890.00	32,696.29	263,908.06	341,981.94	56.44 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 02/29/2024

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
<a href="#">01.00.61103.00</a>	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	0.00	119.99	-119.99	0.00 %
<a href="#">01.00.61115.00</a>	LIABILITY INSURANCE	71,322.00	71,322.00	0.00	60,250.00	11,072.00	15.52 %
<a href="#">01.00.62999.00</a>	CONTINGENCY	26,510.00	26,510.00	0.00	0.00	26,510.00	100.00 %
<a href="#">01.00.67099.00</a>	TRANSFERS OUT	365,656.00	365,656.00	0.00	0.00	365,656.00	100.00 %
<a href="#">01.05.61103.00</a>	AUDIT & BOOKKEEPING SERVICES	32,575.00	32,575.00	2,329.44	18,184.09	14,390.91	44.18 %
<a href="#">01.05.61105.00</a>	OTHER CONTRACT SERVICES	64,684.00	64,684.00	544.81	20,912.09	43,771.91	67.67 %
<a href="#">01.05.61107.00</a>	ATTORNEY/LEGAL FEES	11,256.00	11,256.00	0.00	14,202.85	-2,946.85	-26.18 %
<a href="#">01.05.61112.00</a>	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	348.89	348.89	2,551.11	87.97 %
<a href="#">01.05.61120.00</a>	CONTRACT SERVICES-SAN ANSELM	92,772.00	92,772.00	0.00	46,386.00	46,386.00	50.00 %
<a href="#">01.05.61121.00</a>	COMPUTER SOFTWARE/SUPPORT	35,593.00	35,593.00	49.00	14,885.56	20,707.44	58.18 %
<a href="#">01.05.61122.00</a>	WEB PAGE DESIGN AND MAINTENA	8,699.00	8,699.00	0.00	0.00	8,699.00	100.00 %
<a href="#">01.05.61127.00</a>	HEALTH AND WELLNESS	28,325.00	28,325.00	0.00	24,491.00	3,834.00	13.54 %
<a href="#">01.05.61129.00</a>	HIRING EXPENSES	12,731.00	12,731.00	0.00	7,394.58	5,336.42	41.92 %
<a href="#">01.05.61300.00</a>	PUBLICATIONS AND DUES	9,866.00	9,866.00	0.00	5,286.62	4,579.38	46.42 %
<a href="#">01.05.62000.00</a>	OFFICE SUPPLIES	5,100.00	5,100.00	142.91	1,967.38	3,132.62	61.42 %
<a href="#">01.05.62003.00</a>	POSTAGE	1,115.00	1,115.00	19.99	344.11	770.89	69.14 %
<a href="#">01.05.62200.00</a>	GENERAL DEPARTMENT SUPPLIES	13,526.00	13,526.00	1,958.66	6,983.57	6,542.43	48.37 %
<a href="#">01.10.60065.02</a>	EXPLORER POST	9,270.00	9,270.00	0.00	371.44	8,898.56	95.99 %
<a href="#">01.10.61000.00</a>	TRAINING AND EDUCATION	43,260.00	43,260.00	1,878.38	18,128.73	25,131.27	58.09 %
<a href="#">01.10.61100.00</a>	DISPATCH	252,000.00	733,594.00	17,911.08	153,641.46	579,952.54	79.06 %
<a href="#">01.10.61101.00</a>	RADIO REPAIR	5,150.00	5,150.00	111.30	1,509.96	3,640.04	70.68 %
<a href="#">01.10.61102.00</a>	HAZARDOUS MATERIAL REMOVAL	1,030.00	1,030.00	0.00	0.00	1,030.00	100.00 %
<a href="#">01.10.61108.00</a>	HAZARDOUS MATERIAL CONTRACT	9,840.00	9,840.00	9,840.00	9,840.00	0.00	0.00 %
<a href="#">01.10.61110.00</a>	MERA OPERATING EXPENSE	107,339.00	107,339.00	0.00	82,858.51	24,480.49	22.81 %
<a href="#">01.10.61410.00</a>	EQUIPMENT MAINTENANCE	12,257.00	12,257.00	0.00	265.88	11,991.12	97.83 %
<a href="#">01.10.61902.00</a>	MWPA DEFENDSIBLE SPACE	0.00	0.00	662.40	5,155.31	-5,155.31	0.00 %
<a href="#">01.10.62203.00</a>	EMERGENCY RESPONSE SUPPLIES	4,478.00	4,478.00	0.00	5,681.78	-1,203.78	-26.88 %
<a href="#">01.10.62204.00</a>	PARAMEDIC RESPONSE SUPPLIES	40,000.00	40,000.00	1,266.41	21,969.03	18,030.97	45.08 %
<a href="#">01.10.62210.00</a>	BREATHING APPARATUS	7,107.00	7,107.00	0.00	0.00	7,107.00	100.00 %
<a href="#">01.10.62211.00</a>	BREATHING APPARATUS-CONTRACT	7,532.00	7,532.00	0.00	2,297.83	5,234.17	69.49 %
<a href="#">01.10.62213.00</a>	PERSONAL PROTECTIVE EQUIPMEN	39,396.00	39,396.00	2,794.80	9,355.25	30,040.75	76.25 %
<a href="#">01.10.63131.00</a>	EQUIPMENT	40,000.00	40,000.00	435.16	12,606.75	27,393.25	68.48 %
<a href="#">01.10.63140.00</a>	HYDRANTS	28,428.00	28,428.00	0.00	28,069.25	358.75	1.26 %
<a href="#">01.10.63150.00</a>	COMMUNICATIONS EQUIPMENT	22,279.00	22,279.00	5.83	7,956.80	14,322.20	64.29 %
<a href="#">01.10.63160.00</a>	TURNOUTS	24,323.00	24,323.00	0.00	1,563.06	22,759.94	93.57 %
<a href="#">01.14.61500.00</a>	BUILDING MAINTENANCE AND LAN	18,500.00	18,500.00	613.20	2,848.80	15,651.20	84.60 %
<a href="#">01.14.61500.18</a>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	415.76	2,862.40	12,137.60	80.92 %
<a href="#">01.14.61500.19</a>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	1,094.33	5,875.19	9,124.81	60.83 %
<a href="#">01.14.61500.20</a>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	2,678.96	12,321.04	82.14 %
<a href="#">01.14.61500.21</a>	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	718.98	14,281.02	95.21 %
<a href="#">01.14.61702.00</a>	GAS AND ELECTRIC	55,000.00	55,000.00	0.00	43,003.72	11,996.28	21.81 %
<a href="#">01.14.61703.00</a>	WATER	8,900.00	8,900.00	0.00	7,765.41	1,134.59	12.75 %
<a href="#">01.14.61704.00</a>	SEWER	4,000.00	4,000.00	0.00	4,120.80	-120.80	-3.02 %
<a href="#">01.14.61705.00</a>	TELEPHONE	82,253.00	82,253.00	5,371.79	41,170.13	41,082.87	49.95 %
<a href="#">01.14.62206.00</a>	JANITORIAL MAINTENANCE SUPPLI	10,300.00	10,300.00	948.71	5,299.30	5,000.70	48.55 %
<a href="#">01.14.62501.00</a>	FURNISHINGS	8,487.00	8,487.00	1,110.03	1,634.41	6,852.59	80.74 %
<a href="#">01.14.63040.00</a>	APPLIANCES	5,150.00	5,150.00	0.00	981.58	4,168.42	80.94 %
<a href="#">01.14.63041.00</a>	OFFICE EQUIPMENT	10,300.00	10,300.00	440.33	886.81	9,413.19	91.39 %
<a href="#">01.14.63042.00</a>	EXERCISE EQUIPMENT	10,609.00	10,609.00	279.44	2,602.51	8,006.49	75.47 %
<a href="#">01.14.63044.00</a>	TECHNOLOGY PURCHASES	23,022.00	23,022.00	39.20	7,145.82	15,876.18	68.96 %
<a href="#">01.15.60220.00</a>	PAYROLL TAXES - COMMUNITY EDU	0.00	0.00	0.00	9.91	-9.91	0.00 %
<a href="#">01.15.61131.00</a>	FIRE PREVENTION	4,880.00	4,880.00	0.00	1,085.18	3,794.82	77.76 %
<a href="#">01.15.61902.00</a>	MWPA D-Space	0.00	0.00	0.00	3,850.97	-3,850.97	0.00 %
<a href="#">01.15.61903.00</a>	MWPA Local Projects	0.00	0.00	26.50	23,870.83	-23,870.83	0.00 %
<a href="#">01.15.62220.00</a>	COMMUNITY EDUCATION & PREP.	9,336.00	9,336.00	0.00	3,217.56	6,118.44	65.54 %
<a href="#">01.25.61411.00</a>	BURN TRAILER MAINTENANCE	9,866.00	9,866.00	0.00	4,378.71	5,487.29	55.62 %
<a href="#">01.25.61600.00</a>	FLEET MAINTENANCE/REPAIRS	120,500.00	120,500.00	1,123.53	61,848.89	58,651.11	48.67 %
<a href="#">01.25.62988.00</a>	FUEL	57,500.00	57,500.00	3,428.34	38,983.05	18,516.95	32.20 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 02/29/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">01.25.62989.00</a>	FLEET PARTS	17,500.00	17,500.00	623.42	6,616.27	10,883.73	62.19 %
	<b>Expense Total:</b>	<b>13,537,798.00</b>	<b>14,413,286.00</b>	<b>912,787.04</b>	<b>8,939,168.57</b>	<b>5,474,117.43</b>	<b>37.98%</b>
	<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>-506,240.00</b>	<b>219,153.62</b>	<b>625,246.07</b>	<b>1,131,486.07</b>	<b>223.51%</b>
<b>Fund: 15 - VEHICLE FUND</b>							
<b>Revenue</b>							
<a href="#">15.00.51999.00</a>	TRANSFERS IN	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00 %
	<b>Revenue Total:</b>	<b>365,656.00</b>	<b>365,656.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-365,656.00</b>	<b>100.00%</b>
<b>Expense</b>							
<a href="#">15.00.63154.00</a>	VEHICLE PURCHASE	98,000.00	98,000.00	509.71	39,715.15	58,284.85	59.47 %
<a href="#">15.00.64010.00</a>	LEASE PAYMENT - PRINCIPAL	308,919.00	308,919.00	150,205.69	308,918.87	0.13	0.00 %
<a href="#">15.00.64110.00</a>	LEASE PAYMENT - INTEREST	14,910.00	14,910.00	4,506.17	14,910.21	-0.21	0.00 %
	<b>Expense Total:</b>	<b>421,829.00</b>	<b>421,829.00</b>	<b>155,221.57</b>	<b>363,544.23</b>	<b>58,284.77</b>	<b>13.82%</b>
	<b>Fund: 15 - VEHICLE FUND Surplus (Deficit):</b>	<b>-56,173.00</b>	<b>-56,173.00</b>	<b>-155,221.57</b>	<b>-363,544.23</b>	<b>-307,371.23</b>	<b>-547.19%</b>
	<b>Report Surplus (Deficit):</b>	<b>-56,173.00</b>	<b>-562,413.00</b>	<b>63,932.05</b>	<b>261,701.84</b>	<b>824,114.84</b>	<b>146.53%</b>

## Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 01 - GENERAL FUND</b>						
Revenue	13,537,798.00	13,907,046.00	1,131,940.66	9,564,414.64	-4,342,631.36	31.23%
Expense	13,537,798.00	14,413,286.00	912,787.04	8,939,168.57	5,474,117.43	37.98%
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>-506,240.00</b>	<b>219,153.62</b>	<b>625,246.07</b>	<b>1,131,486.07</b>	<b>223.51%</b>
<b>Fund: 15 - VEHICLE FUND</b>						
Revenue	365,656.00	365,656.00	0.00	0.00	-365,656.00	100.00%
Expense	421,829.00	421,829.00	155,221.57	363,544.23	58,284.77	13.82%
<b>Fund: 15 - VEHICLE FUND Surplus (Deficit):</b>	<b>-56,173.00</b>	<b>-56,173.00</b>	<b>-155,221.57</b>	<b>-363,544.23</b>	<b>-307,371.23</b>	<b>-547.19%</b>
<b>Report Surplus (Deficit):</b>	<b>-56,173.00</b>	<b>-562,413.00</b>	<b>63,932.05</b>	<b>261,701.84</b>	<b>824,114.84</b>	<b>146.53%</b>

### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	-506,240.00	219,153.62	625,246.07	1,131,486.07
15 - VEHICLE FUND	-56,173.00	-56,173.00	-155,221.57	-363,544.23	-307,371.23
<b>Report Surplus (Deficit):</b>	<b>-56,173.00</b>	<b>-562,413.00</b>	<b>63,932.05</b>	<b>261,701.84</b>	<b>824,114.84</b>

## ROSS VALLEY FIRE DEPARTMENT

Minutes of the Ross Valley Fire Board Special Meeting of February 14, 2024

*Note: These are summary action minutes only. The zoom recording can be accessed by clicking [here](#). The passcode is Rvfd021424#*

### RVFD BOARD MEETING MINUTES

#### 1. 6:30 pm Call to order.

**Board Present:** Brekhus, Robbins, Colbert, Burdo, Shortall, Finn, Hellman, Cutrano

**Board Absents:**

**Staff Present:** Mahoney

**Town Managers Present:** Donery, Abrams, Johnson

#### [Agenda – February 14, 2024](#)

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

**Firefighter Paramedic Recruitment:** Still in the process of interviews. Chief's interviews on Friday, February 16th.

**Fire Stations Remodels for Stations 20 and 21:** Big progress has been made and we're moving forward with plans.

Burdo shared that the Town of San Anselmo passed a resolution allowing Narcan to be placed in Town facilities. The Fire Department has Narcan at all of the Ross Valley Fire Stations and on the engines. An informational flyer will be made and include this information to get the word out to the public.

**No public comment.**

#### 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.**

**M/S Robbins/Burdo to approve consent agenda – roll call vote, eight ayes: Brekhus, Robbins, Colbert, Burdo, Shortall, Finn, Hellman, Cutrano.**

#### 4. **Budget Revision to Fiscal Year 2023-2024 Operating Budget. – Interim Fire Chief Mahoney & Finance Director Jeff Zuba**

Chief Mahoney introduced Finance Director Zuba who presented and summarized the Staff Report.

Brekhus asked where the OES reimbursement money is applied when the Department receives the funds because it appears the reimbursement money is currently being put into the reserve funds instead of being treated as a reimbursement. The reimbursement money should not be treated as found money because it's an expenditure that's already been spent.

Mahoney acknowledged this was discussed previously. Staff was going to come to the Board with a recommendation on how reserve funds should be treated when the Department is reimbursed. No decisions have been made yet because Zuba and Mahoney are still looking into how other agencies handle this and are discussing best practices. In the interim, the money is going back to the Undesignated

Reserves if it's not spent. That's the common practice we've always used; it comes in as revenue, gets balanced out with overtime, and then the remainder goes into reserves.

**No public comment.**

**M/S Colbert/Burdo to approve Resolution 24-02 adopting budget revisions to Fiscal Year 2023-2024 – roll call vote, eight ayes: Brekhus, Robbins, Colbert, Burdo, Shortall, Finn, Hellman, Cutrano.**

**5. Recommend the Board Come to Consensus on Whether the President of the Ross Valley Fire Department Board of Directors Should Have the Ability to Add Future Agenda Items. – Interim Fire Chief Mahoney**

Chief Mahoney summarized the Staff Report.

Finn proposed that the provision that allows the President of the Board to add items to the agenda through communication with the Executive Officer be restored with a modification. The proposed modification is that the President of the Board, together with the Vice President of the Board, will collaborate with the Executive Officer to add items to the agenda.

The Directors discussed varying opinions and points of view. Coming to no consensus, Mahoney recommended coming back in six months to see if there have been issues with Resolution 24-01. If there is a need to amend Resolution 24-01 in six months because issues have arisen, discussions can open up again. There was no objection to Mahoney's recommendation from the Board.

**No public comment.**

**6. Receive Report on Ross Valley Fire Department Stand Alone Fire Chief Model and Associated Costs and Provide Direction to Staff. – Interim Fire Chief Mahoney and Executive Officer Dave Donery**

Chief Mahoney summarized the Staff Report.

Finn noted the Board is not being asked to approve a proposal, but to direct Mahoney to explore and refine the proposed stand alone fire chief model further.

Colbert and Hellman both asked questions related to the model RVFD has currently and historically been operating under, one Fire Chief and three Battalion Chiefs. Colbert's question was how successful can any Fire Chief be without the appropriate level of support? Hellman's question was why is the current state not sustainable? Mahoney explained that staying with the current model would keep RVFD in the status quo. If RVFD wants to shift to being a progressive fire department, where the Fire Chief has the autonomy to be forward thinking and work towards a vision for the Department, then changing the current model by adding a 40 hour a week Battalion Chief will contribute to this. As it is now, the Battalion Chiefs are doing a lot of ancillary tasks beyond just responding to incidents. They manage training, facilities, communications and technology, fleet, serve as liaison to San Anselmo Finance, and human resources functions.

Cutrano, Shortall, and Finn all expressed their support for the proposed stand alone Fire Chief model because it is what is currently needed, as long as it does not inhibit or complicate future shared service discussions with Central Marin Fire Department (CMFD). Cutrano asked how the presented structure would work with eventual discussions around shared services and how it relates to senior management with CMFD in the future. Mahoney stated that discussions with CMFD entailed special Battalion Chief

roles and that the 40 hour BC would move into one of those special roles. Shortall also expressed that he's a strong supporter of doing something with CMFD down the line because that would give us the resources to run as a modern fire department.

Burdo asked about salary for the 40 hour Battalion Chief and Fire Chief. Mahoney stated the Battalion Chief salary is laid out in the MOU and is a step program and the Fire Chief salary would be a negotiated contract.

Robbins asked how often in a week Battalion Chief's go out on an incident and if that will change when there are three people on the engines. Mahoney said that won't change when there are three people on the engines because Battalion Chief's respond when an incident needs their support.

Direction was given to Staff to continue pursuing this proposal and to present more details at the next Board meeting and beyond.

**No public comment.**

**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. Announce adjournment to Closed Session: 7:46pm**

Personnel Matter - Direction On Hiring Fire Chief Position

**10. Announce action in closed session, if any:**

No reportable action.

**11. Adjourn**

The next meeting is scheduled for March 13, 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 March 13, 2024

To: Board of Directors

From: Robert Bastianon, Senior Fire Inspector

Subject: Approve Resolution 24-03 Acknowledging Receipt of Report Regarding Compliance of Inspections for Certain State Fire Marshal Regulated Occupancies Pursuant to Sections 13146.2 and 13146.3 of the Health and Safety Code

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**RECOMMENDATION**

Staff recommends that the Board approves Resolution No. 24-03 acknowledging receipt of report regarding the inspection compliance of certain State Fire Marshal Regulated occupancies.

**DISCUSSION**

After the tragic 2016 “Ghost Ship Fire” in Oakland that killed 36 people, Senator Jerry Hill introduced SB 1205 The Fire protection services-Compliance Reporting. On September 27, 2018, Governor Brown approved Senate Bill 1205, requiring fire departments to report annually to its administering authority (RVFD Fire Board), on the department’s inspection compliance.

Fire departments are required to perform annual inspections of every building used as a public or private school, as well as all apartment houses, hotels, motels, and lodging houses for compliance with California Health and Safety Code Sections 13145 and 13146.

The bill requires the administering authority to acknowledge receipt of the report in a resolution or a similar formal document.

**Inspection Compliance 2023:**

Occupancy Type	Number of Occupancies within RVFD	Number Completed	Percentage Completed
Groupe E - Educational Facilities	26	25	96%
Group R – Apartments / Hotels	136	135	99.2%

## **Next Steps:**

Our 2024 goal is to complete 100% percent of the State Fire Marshal regulated occupancy inspections.

Engine companies are assigned the Group R (Apartments/Hotels) occupancy inspections. The missing inspection has been assigned to an individual Captain and will be completed in early 2024.

The Prevention Bureau is assigned the task of completing the Group E (Educational Facilities) occupancy inspections. The one outstanding inspection was completed in January 2024.

A powerpoint presentation was distributed to each Captain in early January 2024. The presentation is a training tool for use at all levels, and to use as a resource with program updates for the 2024 inspection year.

## **FISCAL IMPACT**

There is no fiscal impact associated with this item. This is a reporting requirement by the State of California and does not carry any penalties for agencies not in compliance with 100% of the required inspections in each occupancy.

## **ATTACHMENTS**

Resolution 24-03 acknowledging receipt of report regarding compliance of inspections for certain State Fire Marshal regulated occupancies pursuant to sections 13146.2 and 13146.3 of the Health and Safety Code. – **Attachment #1**

**ROSS VALLEY FIRE DEPARTMENT**

**RESOLUTION 24-03**

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT  
ACKNOWLEDGING RECEIPT OF REPORT REGARDING THE REQUIRED  
ANNUAL INSPECTION OF CERTAIN OCCUPANCIES PURSUANT TO SECTIONS  
13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE**

**WHEREAS**, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and

**WHEREAS**, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Ross Valley Fire Department, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and,

**WHEREAS**, Resolution 24-03 intends to fulfill the requirements of the California Health & Safety Code regarding acknowledgement of the Ross Valley Fire Department compliance with California Health and Sections 13146.2 and 13146.3.

**NOW, THEREFORE, BE IT RESOLVED THAT** the RVFD Board of Directors expressly acknowledges the measure of compliance of the Department with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the Ross Valley Fire Department as follows:

**A. EDUCATIONAL GROUP E OCCUPANCIES:**

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12<sup>th</sup> grade. Within Ross Valley Fire Department jurisdiction boundaries, there lie twenty-six (26) Group E occupancies, buildings, structures, and/or facilities.

During the calendar year of 2023, the Ross Valley Fire Department completed the annual inspection of twenty-five (25) Group E occupancies, buildings, structures, and/or facilities. This is a compliance rate of 96% for this reporting period.

**B. RESIDENTIAL GROUP R OCCUPANCIES:**

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or

more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents and clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the Ross Valley Fire Department jurisdiction boundaries, there lie one hundred thirty-six (136) Group R (and their associated sub-categories) occupancies of this nature.

During the calendar year 2023, the Ross Valley Fire Department completed the annual inspection of one hundred thirty-five (135) Group R occupancies, buildings, structures and/or facilities. This a compliance rate of 99.2% for this reporting period.

I hereby certify that the foregoing resolution was passed and adopted by the Ross Valley Fire Department on March 13, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Thomas Finn, Board President

ATTEST:

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Samantha Stettler, Administrative Assistant