



Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

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

**ROSS VALLEY FIRE DEPARTMENT
BOARD OF DIRECTORS AGENDA
Wednesday, February 12, 2025**

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

<https://us06web.zoom.us/j/87406601656>

Or Telephone: +1 669 900 6833 | Webinar ID: 874 0660 1656

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 – Verbal update by 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 January

[Item 3a - Check Register](#)

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

[Item 3b - Call & Out of Jurisdiction Report](#)

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

- c) Receive current budget report

[Item 3c - Budget Report](#)

- d) Approve Minutes of the January 8, 2025, Board meeting

[Item 3d - Minutes January 9, 2025](#)

4. Consider Approving Resolution 25-02 adopting the proposed line-time budget revisions for Fiscal Year 2024-2025 Operating Budget. – Fire Chief Mahoney & Finance Director Jeff Zuba

[Item 4 - Staff Report for Fiscal Year 2024-2025 Budget Revision](#)

[Item 4 - Attachment #1 -Resolution 25-02](#)

[Item 4 - Attachment #2 - Exhibit A Fiscal Year 2024-2025 Budget Document with Proposed Line-Item Adjustments](#)

5. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.
6. 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.
7. Adjourn

The next meeting is scheduled for Wednesday, March 12, 2025, in person at the San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960, and via zoom.

Lauren Houde

s/Lauren Houde, 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: 01/01/2025 - 01/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01231	buck's saw service, inc	01/14/2025	Regular	0.00	-922.24	23723
01073	U.S. Bank (CalCARD)	01/06/2025	Regular	0.00	9,111.03	24094
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0007732	Invoice	12/23/2024	11.22.2024 - MAHONEY - ZOOM	0.00	248.90	
	01.05.61105.00		OTHER CONTRACT SERVI		248.90	
INV0007733	Invoice	12/23/2024	12.13.2024 - MAHONEY - AROMA COFFEE	0.00	11.74	
	01.05.62200.00		GENERAL DEPARTMENT S		11.74	
INV0007734	Invoice	12/23/2024	12.17.2024 - MAHONEY - SAN ANSELMO	0.00	13.75	
	01.05.62200.00		GENERAL DEPARTMENT S		13.75	
INV0007735	Invoice	12/23/2024	12.18.2024 - MAHONEY - CVS	0.00	44.56	
	01.05.62000.00		OFFICE SUPPLIES		44.56	
INV0007736	Invoice	12/23/2024	12.22.2024 - MAHONEY - ZOOM	0.00	89.00	
	01.05.61105.00		OTHER CONTRACT SERVI		89.00	
INV0007737	Invoice	12/23/2024	12.20.2024 - MAHONEY - HILDA'S COFFEE	0.00	64.73	
	01.05.62200.00		GENERAL DEPARTMENT S		64.73	
INV0007738	Invoice	12/23/2024	12.02.2024 - BASTIANON - DAVIS SIGN CO	0.00	1,594.50	
	01.15.62220.00		COMMUNITY EDUCATION		1,594.50	
INV0007739	Invoice	12/23/2024	12.10.2024 - BASTIANON - RVFD APPAREL	0.00	68.00	
	01.15.61131.00		FIRE PREVENTION		68.00	
INV0007740	Invoice	12/23/2024	12.12.2024 - PETERSON - APPLE.COM	0.00	14.99	
	01.14.63044.00		TECHNOLOGY PURCHASE		14.99	
INV0007741	Invoice	12/23/2024	12.19.2024 - PETERSON - CARMEN'S LA H	0.00	33.46	
	01.10.62203.00		EMERGENCY RESPONSE S		33.46	
INV0007742	Invoice	12/23/2024	12.10.2024 - POPKEN - MARIN AUTOMOT	0.00	1,095.29	
	01.25.61600.00		FLEET MAINTENANCE/RE		1,095.29	
INV0007743	Invoice	12/23/2024	12.19.2024 - POPKEN - MARIN AUTOMOT	0.00	93.00	
	01.25.61600.00		FLEET MAINTENANCE/RE		93.00	
INV0007744	Invoice	12/23/2024	12.10.2024 - HERBERTSON - SWEATHAWG	0.00	212.50	
	01.10.62213.00		PERSONAL PROTECTIVE E		212.50	
INV0007745	Invoice	12/23/2024	12.11.2024 - HERBERTSON - MYSTERY RA	0.00	1,590.74	
	01.10.62213.00		PERSONAL PROTECTIVE E		1,590.74	
INV0007746	Invoice	12/23/2024	12.16.2024 - HERBERTSON - FAIRFAX LUM	0.00	6.86	
	01.05.62000.00		OFFICE SUPPLIES		6.86	
INV0007747	Invoice	12/23/2024	12.21.2024 - HERBERTSON - WPSG	0.00	606.72	
	01.10.62213.00		PERSONAL PROTECTIVE E		606.72	
INV0007748	Invoice	12/23/2024	11.26.2024 - BARONA - TRX TRAINING	0.00	851.63	
	01.14.63042.00		EXERCISE EQUIPMENT		851.63	
INV0007749	Invoice	12/23/2024	11.24.2024 - STETTLER - STAMPS.COM	0.00	19.99	
	01.05.62003.00		POSTAGE		19.99	
INV0007750	Invoice	12/23/2024	11.27.2024 - STETTLER - MAILCHIMP	0.00	100.00	
	01.05.61129.00		HIRING EXPENSES		100.00	
INV0007751	Invoice	12/23/2024	12.02.2024 - STETTLER - USPS	0.00	25.00	
	01.05.62003.00		POSTAGE		25.00	
INV0007752	Invoice	12/23/2024	12.04.2024 - STETTLER - THE ED JONES	0.00	1,949.44	
	01.05.62200.00		GENERAL DEPARTMENT S		1,949.44	
INV0007753	Invoice	12/23/2024	12.27.2024 - WILSON - AUTOMATION DIR	0.00	59.00	

Check Report

Date Range: 01/01/2025 - 01/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.15.62220.00	COMMUNITY EDUCATION	12.27.2024 - WILSON - AUTOMA		59.00	
INV0007754	Invoice	12/23/2024	12.07.2024 - GRASSER - JOTFORM	0.00	49.00	
	01.05.61129.00	HIRING EXPENSES	12.07.2024 - GRASSER - JOTFOR		49.00	
INV0007755	Invoice	12/23/2024	12.07.2024 - GRASSER - MOTOROLA SOLU	0.00	268.23	
	01.10.61101.00	RADIO REPAIR	12.07.2024 - GRASSER - MOTOR		268.23	
	Void	01/06/2025	Regular	0.00	0.00	24095
01326	AMAZON.COM SERVICES LLC	01/06/2025	Regular	0.00	152.72	24096
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
	11P1-16HT-49TW	12/19/2024	12.19.2024 - TACTICAL HANGER	0.00	72.00	
	01.14.63042.00		EXERCISE EQUIPMENT		72.00	
	1CXT-KQKC-WG3	12/18/2024	12.18.2024 - WAFFLE SHOWER CURTAIN	0.00	43.69	
	01.14.61500.00		BUILDING MAINTENANCE		43.69	
	1K61-LVFW-LGYD	12/17/2024	12.17.2024 - COLLAPSIBLE TRAFFIC SAFET	0.00	37.03	
	01.10.63131.00		EQUIPMENT		37.03	
01026	AT&T Calnet	01/06/2025	Regular	0.00	838.10	24097
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
	575-12102024	12/10/2024	12.10.2024 - WIRELESS - 11.10.24-12.09.2	0.00	838.10	
	01.14.61705.00		TELEPHONE		838.10	
01059	AT&T Mobility	01/06/2025	Regular	0.00	1,080.38	24098
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
	287301083016X1	12/10/2024	12.10.2024 - WIRELESS 11.03.24-12.02.24	0.00	1,080.38	
	01.14.61705.00		TELEPHONE		1,080.38	
01016	Diego Truck Repair Inc	01/06/2025	Regular	0.00	1,640.29	24099
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
	70212	12/10/2024	12.10.2024 - 2024 PIERCE ENFCR - 90 DA	0.00	1,640.29	
	01.25.61600.00		FLEET MAINTENANCE/RE		1,640.29	
01272	Diesel Direct West Inc	01/06/2025	Regular	0.00	1,683.43	24100
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
	86266012	12/19/2024	12.19.2024 - GASOLINE UNL - 41.4 GAL	0.00	206.27	
	01.25.62988.00		FUEL		206.27	
	86266013	12/19/2024	12.19.2024 - ULSD CLEAR - 300.1 GAL	0.00	1,477.16	
	01.25.62988.00		FUEL		1,477.16	
01513	ELD Experts LLC	01/06/2025	Regular	0.00	8,472.52	24101
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
	31324-VKCM	12/12/2024	12.12.2024 - VERKADA CAMERAS AND M	0.00	8,472.52	
	01.14.61500.19		BUILDING MAINTENANCE		8,472.52	
01017	Fairfax Lumber	01/06/2025	Regular	0.00	107.34	24102
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
	270156	09/01/2024	09.01.2024 - COMPRESSION SLEEVES/INS	0.00	4.20	
	01.05.62200.00		GENERAL DEPARTMENT S		4.20	
	273657	11/07/2024	11.07.2024 - BALL VALVES	0.00	60.99	
	01.05.62200.00		GENERAL DEPARTMENT S		60.99	
	291226	12/14/2024	12.14.2024 - FAUCET HARDWARE	0.00	42.15	

Check Report

Date Range: 01/01/2025 - 01/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.05.62200.00	GENERAL DEPARTMENT S	12.14.2024 - FAUCET HARDWAR		42.15	
01050	Golden State Emergency Veh Svc	01/06/2025	Regular	0.00	36,115.18	24103
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
WI003143	Invoice	12/19/2024	12.19.2024 - 2006 PUMPER ALLSTR - REP	0.00	36,115.18	
	01.25.61600.00	FLEET MAINTENANCE/RE	12.19.2024 - 2006 PUMPER ALL		36,115.18	
01447	HRTM Consulting	01/06/2025	Regular	0.00	540.00	24104
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
0007846	Invoice	12/23/2024	12.23.2024 - TELESTAFF - REVIEW & UPDA	0.00	540.00	
	01.05.61121.00	COMPUTER SOFTWARE/S	12.23.2024 - TELESTAFF - REVIE		540.00	
01097	MidAmerica	01/06/2025	Regular	0.00	558.00	24105
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
0279813	Invoice	12/11/2024	12.11.2024 - Q3 2024 ADMINISTRATION F	0.00	558.00	
	01.00.60231.00	RETIREES' HEALTH INSUR	12.11.2024 - Q3 2024 ADMINIST		558.00	
01276	Municipal Emergency Services, Inc	01/06/2025	Regular	0.00	97.13	24106
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
IN2167813	Invoice	12/11/2024	12.11.2024 - CGA247 HARDWARE	0.00	97.13	
	01.05.62200.00	GENERAL DEPARTMENT S	12.11.2024 - CGA247 HARDWAR		97.13	
01020	PG&E	01/06/2025	Regular	0.00	3,158.08	24107
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
758-12232024	Invoice	12/23/2024	12.23.2024 - UTILITIES - 11.01.24-12.03.2	0.00	3,158.08	
	01.14.61702.00	GAS AND ELECTRIC	12.23.2024 - UTILITIES - 11.01.2		3,158.08	
01010	Redwood Security Systems Inc	01/06/2025	Regular	0.00	495.00	24108
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
4158093	Invoice	01/01/2025	01.01.2025 - FIRE MONITORING/MAINTE	0.00	495.00	
	01.05.61105.00	OTHER CONTRACT SERVI	01.01.2025 - FIRE MONITORING		495.00	
01131	Scott W Poppe	01/06/2025	Regular	0.00	808.75	24109
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
INV0007730	Invoice	12/16/2024	12.16.2024 - REIMB - CSFT CHIEF FIRE OFF	0.00	450.00	
	01.10.61000.00	TRAINING AND EDUCATIO	12.16.2024 - REIMB - CSFT CHIE		450.00	
INV0007731	Invoice	12/16/2024	12.16.2024 - REIMB - CSFT CHIEF FIRE OFF	0.00	358.75	
	01.10.61000.00	TRAINING AND EDUCATIO	12.16.2024 - REIMB - CSFT CHIE		358.75	
01098	Verizon Wireless	01/06/2025	Regular	0.00	843.05	24110
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
6100138477	Invoice	12/01/2024	12.01.2024 - WIRELESS - 11.02.24-12.01.2	0.00	843.05	
	01.14.61705.00	TELEPHONE	12.01.2024 - WIRELESS - 11.02.2		843.05	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	01/06/2025	Regular	0.00	358.38	24111
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
5080528112	Invoice	11/11/2024	11.11.2024 - LAUNDRY SERVICES	0.00	56.00	
	01.14.62206.00	JANITORIAL MAINTENAN	11.11.2024 - LAUNDRY SERVICE		56.00	
5080528113	Invoice	11/11/2024	11.11.2024 - LAUNDRY SERVICES	0.00	56.00	
	01.14.62206.00	JANITORIAL MAINTENAN	11.11.2024 - LAUNDRY SERVICE		56.00	
5080529010	Invoice	11/12/2024	11.12.2024 - LAUNDRY SERVICES	0.00	56.00	

Check Report

Date Range: 01/01/2025 - 01/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.14.62206.00	JANITORIAL MAINTENAN	11.12.2024 - LAUNDRY SERVICE		56.00	
5080545826	Invoice	12/16/2024	12.16.2024 - NON GARMENT LAUNDRY SE	0.00	31.73	
	01.14.62206.00	JANITORIAL MAINTENAN	12.16.2024 - NON GARMENT LA		31.73	
5080545827	Invoice	12/16/2024	12.16.2024 - NON GARMENT LAUNDRY SE	0.00	31.73	
	01.14.62206.00	JANITORIAL MAINTENAN	12.16.2024 - NON GARMENT LA		31.73	
5080549876	Invoice	12/23/2024	12.23.2024 - LAUNDRY SERVICES	0.00	31.73	
	01.14.62206.00	JANITORIAL MAINTENAN	12.23.2024 - LAUNDRY SERVICE		31.73	
5080549877	Invoice	12/23/2024	12.23.2024 - LAUNDRY SERVICES	0.00	31.73	
	01.14.62206.00	JANITORIAL MAINTENAN	12.23.2024 - LAUNDRY SERVICE		31.73	
5080550668	Invoice	12/24/2024	12.24.2024 - LAUNDRY SERVICES	0.00	31.73	
	01.14.62206.00	JANITORIAL MAINTENAN	12.24.2024 - LAUNDRY SERVICE		31.73	
8050547125	Invoice	12/17/2024	12.17.2024 - LAUNDRY SERVICES	0.00	31.73	
	01.14.62206.00	JANITORIAL MAINTENAN	12.17.2024 - LAUNDRY SERVICE		31.73	
01506	Wells Fargo Financial Leasing, INC	01/06/2025	Regular	0.00	360.52	24112
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
5032453519	Invoice	12/10/2024	12.10.2024 - KYOCERA COPIER LEASE	0.00	360.52	
	01.05.61105.00		OTHER CONTRACT SERVI		360.52	
01514	Paul Henry	01/06/2025	Regular	0.00	13,794.75	24113
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
IIC 23-01	Invoice	01/06/2025	01.06.2025 - INTERNAL AFFAIRS INVESTI	0.00	13,794.75	
	01.00.62999.00		CONTINGENCY		13,794.75	
01326	AMAZON.COM SERVICES LLC	01/06/2025	Regular	0.00	347.28	24114
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
171Q-D6KP-1WF	Invoice	12/30/2024	12.30.2024 - KITCHEN UTENSILS/AIR FILTE	0.00	285.26	
	01.14.61500.00		BUILDING MAINTENANCE		285.26	
1WXX-DP3P-WXC	Invoice	12/27/2024	12.27.2024 - FRIDGE WATER FILTER	0.00	62.02	
	01.14.61500.00		BUILDING MAINTENANCE		62.02	
01433	AT&T Corp	01/06/2025	Regular	0.00	2,689.74	24115
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
243459229	Invoice	12/27/2024	12.27.2024 - WIRELESS - 11.11.24-12.10.2	0.00	2,689.74	
	01.14.61705.00		TELEPHONE		2,689.74	
01054	BoundTree Medical	01/06/2025	Regular	0.00	2,218.45	24116
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
85595144	Invoice	12/17/2024	12.17.2024 - GENERAL MEDICAL SUPPLIES	0.00	2,201.51	
	01.10.62204.00		PARAMEDIC RESPONSE S		2,201.51	
85598314	Invoice	12/19/2024	12.19.2024 - SHARPS CONTAINERS	0.00	16.94	
	01.10.62204.00		PARAMEDIC RESPONSE S		16.94	
01148	Brian Costello	01/06/2025	Regular	0.00	400.00	24117
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2024-6	Invoice	12/27/2024	12.27.2024 - TELESTAFF MAINTENANCE S	0.00	400.00	
	01.05.61121.00		COMPUTER SOFTWARE/S		400.00	
01016	Diego Truck Repair Inc	01/06/2025	Regular	0.00	2,928.00	24118

Check Report

Date Range: 01/01/2025 - 01/31/2025

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		
70141	Invoice	12/02/2024	12.02.2024 - 2020 PIERCE ENFORCER - 90	0.00	2,928.00	
	01.25.61600.00	FLEET MAINTENANCE/RE	12.02.2024 - 2020 PIERCE ENFO		2,928.00	
01272	Diesel Direct West Inc	01/06/2025	Regular	0.00	1,399.14	24119
86280269	Invoice	12/27/2024	12.27.2024 - ULSD CLEAR - 287.0 GAL	0.00	1,399.14	
	01.25.62988.00	FUEL	12.27.2024 - ULSD CLEAR - 287.		1,399.14	
01028	L. N. Curtis and Sons	01/06/2025	Regular	0.00	6,531.09	24120
INV896286	Invoice	12/16/2024	12.16.2024 - FIRE PPE	0.00	6,059.24	
	01.10.62213.00	PERSONAL PROTECTIVE E	12.16.2024 - FIRE PPE		6,059.24	
INV897226	Invoice	12/18/2024	12.18.2024 - FIRE PPE	0.00	471.85	
	01.10.62213.00	PERSONAL PROTECTIVE E	12.18.2024 - FIRE PPE		471.85	
01099	Marin County Fire Department	01/06/2025	Regular	0.00	669,315.00	24121
2500331	Invoice	12/18/2024	12.18.2024 - FY25 MARIN ECC START UP C	0.00	481,594.00	
	01.10.61100.00	DISPATCH	12.18.2024 - FY25 MARIN ECC S		481,594.00	
2500342	Invoice	12/18/2024	12.18.2024 - ANNUAL DISPATCH SERVICES	0.00	187,721.00	
	01.10.61100.00	DISPATCH	12.18.2024 - ANNUAL DISPATCH		187,721.00	
01234	Napa Auto Parts	01/06/2025	Regular	0.00	152.84	24122
911019	Invoice	12/28/2024	12.28.2024 - DIESEL EXHAUST FLUID	0.00	152.84	
	01.25.62988.00	FUEL	12.28.2024 - DIESEL EXHAUST FL		152.84	
01095	Richards Watson Gershon	01/06/2025	Regular	0.00	3,540.00	24123
251131	Invoice	12/20/2024	12.20.2024 - GENERAL LEGAL COUNSEL	0.00	3,540.00	
	01.05.61107.00	ATTORNEY/LEGAL FEES	12.20.2024 - GENERAL LEGAL C		3,540.00	
01144	Town of San Anselmo	01/06/2025	Regular	0.00	23,888.75	24124
2024-25-MISC09	Invoice	01/01/2025	01.01.2025 - Q3 FINANCIAL SVCS - JAN TO	0.00	23,888.75	
	01.05.61120.00	CONTRACT SERVICES-SAN	01.01.2025 - Q3 FINANCIAL SVC		23,888.75	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	01/06/2025	Regular	0.00	148.18	24125
5080553498	Invoice	12/30/2024	12.30.2024 - LAUNDRY SERVICES	0.00	34.79	
	01.14.62206.00	JANITORIAL MAINTENAN	12.30.2024 - LAUNDRY SERVICE		34.79	
5080553499	Invoice	12/30/2024	12.30.2024 - LAUNDRY SERVICES	0.00	81.66	
	01.14.62206.00	JANITORIAL MAINTENAN	12.30.2024 - LAUNDRY SERVICE		81.66	
5080554036	Invoice	12/31/2024	12.31.2024 - LAUNDRY SERVICES	0.00	31.73	
	01.14.62206.00	JANITORIAL MAINTENAN	12.31.2024 - LAUNDRY SERVICE		31.73	
01326	AMAZON.COM SERVICES LLC	01/09/2025	Regular	0.00	617.40	24126

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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		
16GJ-CJRL-RJWV	Invoice	01/06/2025	01.06.2025 - APPLE KEYBOARD & MOUSE	0.00	303.49	
	01.14.63041.00		OFFICE EQUIPMENT		303.49	
1NW1-R3HN-R6X	Invoice	01/06/2025	01.06.2025 - SCRUB BRUSHES/HOSE/NOZ	0.00	82.15	
	01.25.61411.00		BURN TRAILER MAINTEN		82.15	
1PDF-M7JX-GHT	Invoice	01/04/2025	01.04.2025 - AIR FILTERS	0.00	182.66	
	01.14.61500.19		BUILDING MAINTENANCE		182.66	
1X3C-GPGV-GFGX	Invoice	01/04/2025	01.04.2025 - KITCHEN SUPPLIES	0.00	49.10	
	01.25.61411.00		BURN TRAILER MAINTEN		49.10	
01511	Burke, Williams & Sorenson LLP	01/09/2025	Regular	0.00	3,116.00	24127
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
334162	Invoice	12/27/2024	12.27.2024 - LABOR NEGOTIATIONS - NOV	0.00	3,116.00	
	01.05.61105.00		OTHER CONTRACT SERVI		3,116.00	
01490	City of Foster City	01/09/2025	Regular	0.00	582.00	24128
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
16335	Invoice	01/03/2025	01.03.2025 - CALOPPS - FIRE INSPECTOR	0.00	582.00	
	01.05.61129.00		HIRING EXPENSES		582.00	
01279	County of Marin	01/09/2025	Regular	0.00	277.00	24129
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14A	Invoice	11/07/2024	11.07.2024 - EMT RENEWAL - BIRMINGH	0.00	52.00	
	01.10.61000.00		TRAINING AND EDUCATIO		52.00	
14B	Invoice	01/06/2025	01.06.2025 - EMT RNWL - ERIKSSON/LEMI	0.00	225.00	
	01.10.61000.00		TRAINING AND EDUCATIO		225.00	
01017	Fairfax Lumber	01/09/2025	Regular	0.00	41.08	24130
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
291793	Invoice	01/03/2025	01.03.2025 - LUMBER	0.00	29.92	
	01.10.61000.00		TRAINING AND EDUCATIO		29.92	
291830	Invoice	01/04/2025	01.04.2025 - OUTLET WALLPLATES	0.00	11.16	
	01.14.61500.21		BUILDING MAINTENANCE		11.16	
01028	L. N. Curtis and Sons	01/09/2025	Regular	0.00	211.88	24131
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV863699	Invoice	09/09/2024	09.09.2024 - WATER FIRE EXTINGUISHER	0.00	211.88	
	01.10.63131.00		EQUIPMENT		211.88	
01276	Municipal Emergency Services, Inc	01/09/2025	Regular	0.00	2,222.16	24132
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
IN2177427	Invoice	12/30/2024	12.30.2024 - HEADNETS	0.00	982.79	
	01.10.62210.00		BREATHING APPARATUS		982.79	
IN2180929	Invoice	01/07/2025	01.07.2025 - RESPIRATORS	0.00	1,239.37	
	01.10.62210.00		BREATHING APPARATUS		1,239.37	
01121	Robert John Hoggan	01/09/2025	Regular	0.00	900.00	24133
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0007787	Invoice	01/04/2025	01.04.2025 - REIMB - CSFT CHIEF FIRE OFF	0.00	450.00	
	01.10.61000.00		TRAINING AND EDUCATIO		450.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0007788	Invoice	01/04/2025	01.04.2025 - REIMB - CHIEF FIRE OFFICER	0.00	450.00	
	01.10.61000.00		TRAINING AND EDUCATIO		450.00	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	01/09/2025	Regular	0.00	148.18	24134
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
5080557060	Invoice	01/06/2025	01.06.2025 - LAUNDRY SERVICES	0.00	34.79	
	01.14.62206.00		JANITORIAL MAINTENAN		34.79	
5080557061	Invoice	01/06/2025	01.06.2025 - LAUNDRY SERVICES	0.00	81.66	
	01.14.62206.00		JANITORIAL MAINTENAN		81.66	
5080558028	Invoice	01/07/2025	01.07.2025 - LAUNDRY SERVICES	0.00	31.73	
	01.14.62206.00		JANITORIAL MAINTENAN		31.73	
01515	Lauren Houde	01/13/2025	Regular	0.00	82.00	24135
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0007789	Invoice	01/13/2025	01.13.2025 REIMBURSEMENT FOR LIVESC	0.00	82.00	
	01.05.61129.00		HIRING EXPENSES		82.00	
01326	AMAZON.COM SERVICES LLC	01/21/2025	Regular	0.00	95.84	24136
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1NFW-KKPK-3NV	Invoice	01/15/2025	01.15.2025 - AIR FILTERS	0.00	95.84	
	01.14.61500.19		BUILDING MAINTENANCE		95.84	
01026	AT&T Calnet	01/21/2025	Regular	0.00	821.13	24137
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
000022856883	Invoice	01/10/2025	01.10.2025 - WIRELESS 575 - 12.10.24-01.	0.00	821.13	
	01.14.61705.00		TELEPHONE		821.13	
01059	AT&T Mobility	01/21/2025	Regular	0.00	1,188.29	24138
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
287301083016X0	Invoice	01/02/2025	01.02.2025 - CELLULAR	0.00	1,188.29	
	01.14.61705.00		TELEPHONE		1,188.29	
01054	BoundTree Medical	01/21/2025	Regular	0.00	2,323.20	24139
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
85613297	Invoice	01/06/2025	01.06.2025 - GENERAL MEDICAL SUPPLIES	0.00	2,073.06	
	01.10.62204.00		PARAMEDIC RESPONSE S		2,073.06	
85622265	Invoice	01/13/2025	01.13.2025 - MEDICAL DEVICE BATTERIES	0.00	250.14	
	01.10.62204.00		PARAMEDIC RESPONSE S		250.14	
01487	Brady Industries NorCal	01/21/2025	Regular	0.00	39.38	24140
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9635363	Invoice	01/10/2025	01.10.2025 - PAPER TOWELS	0.00	39.38	
	01.14.62206.00		JANITORIAL MAINTENAN		39.38	
01202	CDCE Inc	01/21/2025	Regular	0.00	4,990.12	24141
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
143297	Invoice	01/09/2025	01.09.2025 - CHIEF VEHICLE - 5G WIFI MO	0.00	4,990.12	
	15.00.63154.00		VEHICLE PURCHASE		4,990.12	
01272	Diesel Direct West Inc	01/21/2025	Regular	0.00	1,821.73	24142

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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			
86301242	Invoice	01/09/2025	01.09.2025 - GASOLINE UNL - 73.2 GAL	0.00	376.16	
01.25.62988.00	FUEL		01.09.2025 - GASOLINE UNL - 7		376.16	
86301243	Invoice	01/09/2025	01.09.2025 - ULSD CLEAR - 279.0 GAL	0.00	1,445.57	
01.25.62988.00	FUEL		01.09.2025 - ULSD CLEAR - 279.		1,445.57	
01079	Hannibal's Inc.	01/21/2025	Regular	0.00	710.92	24143
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
25287	Invoice	01/06/2025	01.06.2025 - STN 19 - OVERHEAD LIGHT R	0.00	243.75	
01.14.61500.19	BUILDING MAINTENANCE		01.06.2025 - STN 19 - OVERHEA		243.75	
25288	Invoice	01/06/2025	01.06.2025 - STN 21 - LIGHT OUTAGE APP	0.00	467.17	
01.14.61500.21	BUILDING MAINTENANCE		01.06.2025 - STN 21 - LIGHT OU		467.17	
01305	Kyocera Document Solution Northern California	01/21/2025	Regular	0.00	13.66	24144
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
55E1812911	Invoice	01/14/2025	01.14.2025 - KYOCERA OVERAGE - 10.15.2	0.00	13.66	
01.05.61105.00	OTHER CONTRACT SERVI		01.14.2025 - KYOCERA OVERAG		13.66	
01037	Marin Municipal Water District	01/21/2025	Regular	0.00	252.64	24145
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
135-01082025	Invoice	01/08/2025	135 - 14-18 PARK RD - 11.05.24-01.03.202	0.00	200.89	
01.14.61703.00	WATER		135 - 14-18 PARK RD - 11.05.24-		200.89	
263-01082025	Invoice	01/08/2025	263 - 14-18 PARK RD - 11.05.24-01.03.25	0.00	51.75	
01.14.61703.00	WATER		263 - 14-18 PARK RD - 11.05.24-		51.75	
01516	Pacific Mobile Structures, Inc.	01/21/2025	Regular	0.00	408.37	24146
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV-00423883	Invoice	01/09/2025	01.09.2025 - FREIGHT CNTNR - DELIVERY	0.00	364.67	
01.14.61500.20	BUILDING MAINTENANCE		01.09.2025 - FREIGHT CNTNR -		364.67	
INV-00423887	Invoice	01/09/2025	01.09.2025 - CONTAINER LOCK	0.00	43.70	
01.14.61500.20	BUILDING MAINTENANCE		01.09.2025 - CONTAINER LOCK		43.70	
01484	Permanente Medical Group, Inc.	01/21/2025	Regular	0.00	1,798.00	24147
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0007792	Invoice	12/13/2024	12.13.2024 - OHSS ACCT #320900249037	0.00	1,798.00	
01.05.61127.00	HEALTH AND WELLNESS		12.13.2024 - OHSS ACCT #3209		20.00	
01.05.61129.00	HIRING EXPENSES		12.13.2024 - OHSS ACCT #3209		1,778.00	
01426	Quest UCOS	01/21/2025	Regular	0.00	349.05	24148
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
136235	Invoice	01/09/2025	01.09.2025 - QRTLY POST WARRANTY PH	0.00	349.05	
01.14.61705.00	TELEPHONE		01.09.2025 - QRTLY POST WARR		349.05	
01266	Southern Marin Fire District	01/21/2025	Regular	0.00	13,396.15	24149
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
24-25-24	Invoice	01/03/2025	01.03.2025 - FY25 TABLET COMMAND	0.00	13,396.15	
01.10.61100.00	DISPATCH		01.03.2025 - FY25 TABLET COM		13,396.15	
01334	Teleflex LLC	01/21/2025	Regular	0.00	326.66	24150

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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		
9509427251	Invoice	01/06/2025	01.06.2025 - EZ-IO POWER DRIVER	0.00	326.66	
	01.10.62204.00		PARAMEDIC RESPONSE S		326.66	
01098	Verizon Wireless	01/21/2025	Regular	0.00	1,761.42	24151
6102584698	Invoice	01/01/2025	01.01.2025 - WIRELESS - 12.02.24-01.01.2	0.00	1,761.42	
	01.14.61705.00		TELEPHONE		1,761.42	
01506	Wells Fargo Financial Leasing, INC	01/21/2025	Regular	0.00	360.52	24152
5032840578	Invoice	01/11/2025	01.11.2025 - KYOCERA COPIER LEASE	0.00	360.52	
	01.05.61105.00		OTHER CONTRACT SERVI		360.52	
01270	4LEAF INC.	01/23/2025	Regular	0.00	10,440.00	24153
J4300A	Invoice	01/16/2025	01.16.2025 - FIRE INSPECTIONS - DEC 202	0.00	10,440.00	
	01.00.60010.00		TEMPORARY HIRE		10,440.00	
01326	AMAZON.COM SERVICES LLC	01/23/2025	Regular	0.00	641.30	24154
14CJ-V396-QGY	Invoice	01/21/2025	01.21.2025 - MATTRESS BAGS	0.00	29.49	
	01.14.61500.20		BUILDING MAINTENANCE		29.49	
1QMM-DCMR-Q	Invoice	01/21/2025	01.21.2025 - SUPER SLICER	0.00	163.66	
	01.05.62200.00		GENERAL DEPARTMENT S		163.66	
1T9V-KK6W-YDM	Invoice	01/19/2025	01.19.2025 - AIR COMPRESSOR	0.00	424.13	
	01.14.61500.20		BUILDING MAINTENANCE		424.13	
1WMD-WJ7P-VLL	Invoice	01/18/2025	01.18.2025 - COLORFIT COUPLER AND PL	0.00	24.02	
	01.14.61500.20		BUILDING MAINTENANCE		24.02	
01290	Benjamin R. Herbertson	01/23/2025	Regular	0.00	450.00	24155
INV0007802	Invoice	01/21/2025	01.21.2025 - REIMB - CSFT CHIEF FIRE OFF	0.00	450.00	
	01.10.61000.00		TRAINING AND EDUCATIO		450.00	
01016	Diego Truck Repair Inc	01/23/2025	Regular	0.00	8,248.72	24156
70172	Invoice	12/05/2024	12.05.2024 - 2010 PIERCE ALL STEER 90 D	0.00	3,396.47	
	01.25.61600.00		FLEET MAINTENANCE/RE		3,396.47	
70286	Invoice	12/19/2024	12.19.2024 - 2023 PIERCE ENFORCER VAL	0.00	2,063.36	
	01.25.61600.00		FLEET MAINTENANCE/RE		2,063.36	
70354	Invoice	01/07/2025	01.07.2025 - 2003 PIERCE ALL WHEEL 90	0.00	2,788.89	
	01.25.61600.00		FLEET MAINTENANCE/RE		2,788.89	
01447	HRTM Consulting	01/23/2025	Regular	0.00	450.00	24157
0007880	Invoice	01/21/2025	01.21.2025 - TELESTAFF CONSULTING - JA	0.00	450.00	
	01.05.61121.00		COMPUTER SOFTWARE/S		450.00	
01028	L. N. Curtis and Sons	01/23/2025	Regular	0.00	1,563.03	24158

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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		
INV905258	Invoice	01/13/2025	01.13.2025 - FIRE PPE	0.00	1,563.03	
	01.10.62213.00	PERSONAL PROTECTIVE E	01.13.2025 - FIRE PPE		1,563.03	
01037	Marin Municipal Water District	01/23/2025	Regular	0.00	1,517.56	24159
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
087-01102025	Invoice	01/10/2025	087 - 777 SAN ANSELMO AVE - 11.07.24-0	0.00	996.16	
	01.14.61703.00	WATER	087 - 777 SAN ANSELMO AVE - 1		996.16	
256-01132025	Invoice	01/13/2025	256 - 150 BUTTERFIELD - 11.08.24-01.08.	0.00	51.75	
	01.14.61703.00	WATER	256 - 150 BUTTERFIELD - 11.08.		51.75	
354-01132025	Invoice	01/13/2025	354 - 150 BUTTERFIELD RD - 11.08.24-01.	0.00	417.90	
	01.14.61703.00	WATER	354 - 150 BUTTERFIELD RD - 11.		417.90	
868-01102025	Invoice	01/10/2025	868 - 777 SAN ANSELMO AVE - 11.07.24-0	0.00	51.75	
	01.14.61703.00	WATER	868 - 777 SAN ANSELMO AVE - 1		51.75	
01516	Pacific Mobile Structures, Inc.	01/23/2025	Regular	0.00	92.86	24160
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV-00428215	Invoice	02/01/2025	02.01.2025 - RENTAL CONTAINER	0.00	92.86	
	01.14.61500.20	BUILDING MAINTENANCE	02.01.2025 - RENTAL CONTAIN		92.86	
01147	Town of Ross	01/23/2025	Regular	0.00	7,518.00	24161
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
UTILITIES QTR 3 F	Invoice	01/15/2025	01.15.2025 - PG&E/WATER - JAN TO MAR	0.00	7,518.00	
	01.14.61702.00	GAS AND ELECTRIC	01.15.2025 - PG&E/WATER - JA		6,587.00	
	01.14.61703.00	WATER	01.15.2025 - PG&E/WATER - JA		931.00	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	01/23/2025	Regular	0.00	113.39	24162
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5080564237	Invoice	01/20/2025	01.20.2025 - NON GARMENT LAUNDRY SE	0.00	31.73	
	01.14.62206.00	JANITORIAL MAINTENAN	01.20.2025 - NON GARMENT LA		31.73	
5080564242	Invoice	01/20/2025	01.20.2025 - NON GARMENT LAUNDRY SE	0.00	81.66	
	01.14.62206.00	JANITORIAL MAINTENAN	01.20.2025 - NON GARMENT LA		81.66	
01339	WATTCO	01/27/2025	Regular	0.00	30,242.69	24163
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
63742	Invoice	01/27/2025	11.04.2024 - UNIT B19 - 2022 CHEVY 250	0.00	30,242.69	
	15.00.63154.00	VEHICLE PURCHASE	11.04.2024 - UNIT B19 - 2022 C		30,242.69	
01230	BAUER COMPRESSORS	01/30/2025	Regular	0.00	3,047.41	24164
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0000330132	Invoice	12/17/2024	12.17.2024 - 2024 ANNUAL PM	0.00	1,612.50	
	01.10.61600.00	REPAIRS VEHICLE	12.17.2024 - 2024 ANNUAL PM		528.65	
	01.10.62211.00	BREATHING APPARATUS-C	12.17.2024 - 2024 ANNUAL PM		1,083.85	
0000330133	Invoice	12/17/2024	12.17.2024 - 2024 ANNUAL PM & AIR TES	0.00	1,434.91	
	01.10.62211.00	BREATHING APPARATUS-C	12.17.2024 - 2024 ANNUAL PM		1,434.91	
01290	Benjamin R. Herbertson	01/30/2025	Regular	0.00	400.00	24165
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0007833	Invoice	01/29/2025	01.29.2025 - REIMB - ADJSTMT CSFT FIRE	0.00	400.00	
	01.10.61000.00	TRAINING AND EDUCATIO	01.29.2025 - REIMB - ADJSTMT		400.00	

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Date Range: 01/01/2025 - 01/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01076	Burros Brothers Company	01/30/2025	Regular	0.00	2,376.00	24166
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
22041	Invoice	03/18/2025	03.18.2025 - STN 18 - FLOOR CLEANING & BUILDING MAINTENANCE	0.00	1,093.00	
	01.14.61500.18		03.18.2025 - STN 18 - FLOOR CL		1,093.00	
22043	Invoice	03/21/2025	03.21.2025 - STN 21 - FLOOR CLEANING & BUILDING MAINTENANCE	0.00	1,283.00	
	01.14.61500.21		03.21.2025 - STN 21 - FLOOR CL		1,283.00	
01272	Diesel Direct West Inc	01/30/2025	Regular	0.00	1,786.26	24167
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
86328340	Invoice	01/23/2025	01.23.2025 - GASOLINE UNL - 94.6 GAL FUEL	0.00	498.11	
	01.25.62988.00		01.23.2025 - GASOLINE UNL - 9		498.11	
86328341	Invoice	01/23/2025	01.23.2025 - ULSD CLEAR - 249.9 GAL FUEL	0.00	1,288.15	
	01.25.62988.00		01.23.2025 - ULSD CLEAR - 249.		1,288.15	
01518	ImageTrend LLC	01/30/2025	Regular	0.00	12,446.34	24168
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
PS-INV111400	Invoice	10/31/2024	10.31.2024 - TELESTAFF/UPGRADES OTHER CONTRACT SERVI	0.00	12,446.34	
	01.05.61105.00		10.31.2024 - TELESTAFF/UPGRA		12,446.34	
01093	Martin & Harris	01/30/2025	Regular	0.00	124.63	24169
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
S53997	Invoice	01/20/2025	01.20.2025 - DRAIN PUMP & SUPPORTS BUILDING MAINTENANCE	0.00	124.63	
	01.14.61500.20		01.20.2025 - DRAIN PUMP & SU		124.63	
01442	On Duty Health, PLLC	01/30/2025	Regular	0.00	26,112.00	24170
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
1674	Invoice	01/27/2025	01.27.2025 - HEALTH AND FITNESS ASSES HEALTH AND WELLNESS	0.00	26,112.00	
	01.05.61127.00		01.27.2025 - HEALTH AND FITNE		26,112.00	
01020	PG&E	01/30/2025	Regular	0.00	3,398.65	24171
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
758-01232025	Invoice	01/23/2025	758 - UTILITIES - 12.04.24-01.02.25 GAS AND ELECTRIC	0.00	3,398.65	
	01.14.61702.00		758 - UTILITIES - 12.04.24-01.02		3,398.65	
01041	Transbay Lock, Inc	01/30/2025	Regular	0.00	1,382.34	24172
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
92616	Invoice	01/07/2025	01.07.2025 - DIGITAL LOCK REPLACEMENT BUILDING MAINTENANCE	0.00	1,382.34	
	01.14.61500.19		01.07.2025 - DIGITAL LOCK REPL		1,382.34	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	01/30/2025	Regular	0.00	148.18	24173
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
5080565278	Invoice	01/21/2025	01.21.2025 - NON GARMENT LAUNDRY SE JANITORIAL MAINTENAN	0.00	31.73	
	01.14.62206.00		01.21.2025 - NON GARMENT LA		31.73	
5080567970	Invoice	01/27/2025	01.27.2025 - NON GARMENT LAUNDRY C JANITORIAL MAINTENAN	0.00	34.79	
	01.14.62206.00		01.27.2025 - NON GARMENT LA		34.79	
5080567971	Invoice	01/27/2025	01.27.2025 - NON GARMENT LAUNDRY SE	0.00	81.66	

Check Report

Date Range: 01/01/2025 - 01/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.14.62206.00	JANITORIAL MAINTENAN	01.27.2025 - NON GARMENT LA		81.66	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	150	79	0.00	945,127.26
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-922.24
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	150	81	0.00	944,205.02

Check Report

Date Range: 01/01/2025 - 01/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01013	AFLAC Business Services	01/07/2025	Regular	0.00	5,545.35	11547
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0007762	Invoice	01/15/2025	AFLAC	0.00	5,545.35	
	01.00.20271.00		AFLAC P/R DEDUCTION		5,545.35	
01004	CAPF	01/07/2025	Regular	0.00	516.25	11548
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0007765	Invoice	01/15/2025	DISABILITY INSURANCE	0.00	516.25	
	01.00.20275.00		DISABILITY INSURANCE W		516.25	
01161	Nationwide Retirement Solutions	01/07/2025	Regular	0.00	3,725.18	11549
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0007767	Invoice	01/15/2025	NATIONWIDE RETIREMENT	0.00	2,258.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		2,258.16	
INV0007768	Invoice	01/15/2025	NATIONWIDE RETIREMENT	0.00	1,467.02	
	01.00.20277.00		DEFERRED COMP. W/ NR		1,467.02	
01069	Ross Valley Firefighters Association	01/07/2025	Regular	0.00	3,646.50	11550
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0007779	Invoice	01/15/2025	UNION DUES	0.00	3,646.50	
	01.00.20289.00		UNION DUES WITHHELD		3,646.50	
01013	AFLAC Business Services	01/23/2025	Regular	0.00	5,427.59	11560
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0007807	Invoice	01/31/2025	AFLAC	0.00	5,427.59	
	01.00.20271.00		AFLAC P/R DEDUCTION		5,427.59	
01004	CAPF	01/23/2025	Regular	0.00	501.50	11561
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0007810	Invoice	01/31/2025	DISABILITY INSURANCE	0.00	501.50	
	01.00.20275.00		DISABILITY INSURANCE W		501.50	
01161	Nationwide Retirement Solutions	01/23/2025	Regular	0.00	3,141.85	11562
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0007812	Invoice	01/31/2025	NATIONWIDE RETIREMENT	0.00	2,258.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		2,258.16	
INV0007813	Invoice	01/31/2025	NATIONWIDE RETIREMENT	0.00	883.69	
	01.00.20277.00		DEFERRED COMP. W/ NR		883.69	
01069	Ross Valley Firefighters Association	01/23/2025	Regular	0.00	3,976.50	11563
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0007798	Invoice	01/18/2025	UNION DUES	0.00	120.50	
	01.00.20289.00		UNION DUES WITHHELD		120.50	
INV0007824	Invoice	01/31/2025	UNION DUES	0.00	3,856.00	

Check Report

Date Range: 01/01/2025 - 01/31/2025

Vendor Number

Vendor Name

[01.00.20289.00](#)

Payment Date

Payment Type

UNION DUES WITHHELD

UNION DUES

Discount Amount

Payment Amount

Number

3,856.00

Bank Code PY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	11	8	0.00	26,480.72
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
	11	8	0.00	26,480.72

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	161	87	0.00	971,607.98
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-922.24
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	161	89	0.00	970,685.74

Fund Summary

Fund	Name	Period	Amount
98	POOLED PAYROLL	1/2025	26,480.72
99	POOLED CASH	1/2025	944,205.02
			970,685.74

Ross Valley Fire Dept

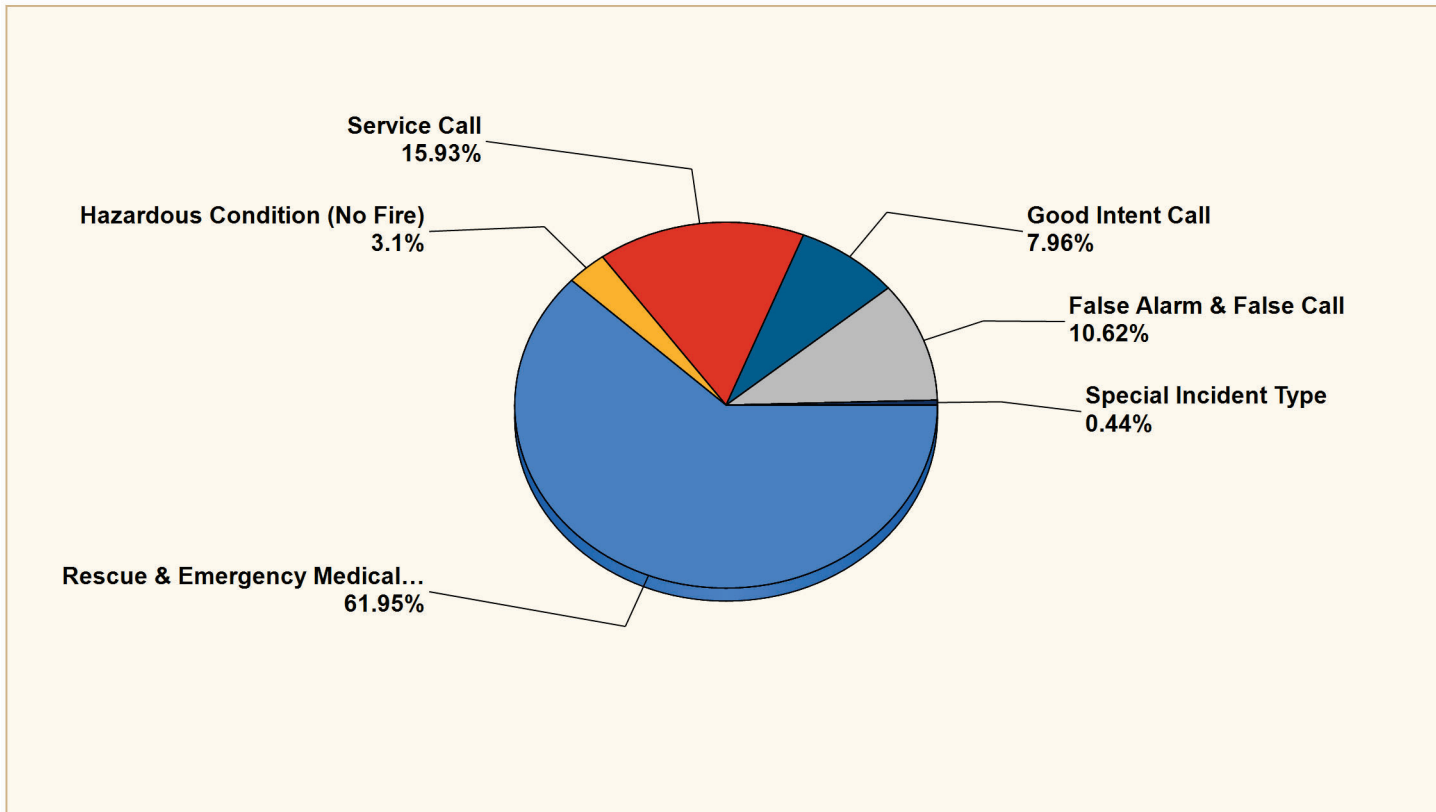
San Anselmo, CA

This report was generated on 2/3/2025 4:09:25 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2025 | End Date: 01/31/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Rescue & Emergency Medical Service	140	61.95%
Hazardous Condition (No Fire)	7	3.1%
Service Call	36	15.93%
Good Intent Call	18	7.96%
False Alarm & False Call	24	10.62%
Special Incident Type	1	0.44%
TOTAL	226	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
320 - Emergency medical service, other	1	0.44%
321 - EMS call, excluding vehicle accident with injury	130	57.52%
322 - Motor vehicle accident with injuries	3	1.33%
323 - Motor vehicle/pedestrian accident (MV Ped)	2	0.88%
324 - Motor vehicle accident with no injuries.	4	1.77%
412 - Gas leak (natural gas or LPG)	4	1.77%
442 - Overheated motor	1	0.44%
445 - Arcing, shorted electrical equipment	1	0.44%
461 - Building or structure weakened or collapsed	1	0.44%
500 - Service Call, other	6	2.65%
511 - Lock-out	1	0.44%
550 - Public service assistance, other	3	1.33%
551 - Assist police or other governmental agency	1	0.44%
552 - Police matter	2	0.88%
553 - Public service	10	4.42%
554 - Assist invalid	13	5.75%
600 - Good intent call, other	1	0.44%
611 - Dispatched & cancelled en route	9	3.98%
622 - No incident found on arrival at dispatch address	6	2.65%
651 - Smoke scare, odor of smoke	2	0.88%
730 - System malfunction, other	2	0.88%
733 - Smoke detector activation due to malfunction	5	2.21%
734 - Heat detector activation due to malfunction	1	0.44%
735 - Alarm system sounded due to malfunction	3	1.33%
736 - CO detector activation due to malfunction	2	0.88%
743 - Smoke detector activation, no fire - unintentional	9	3.98%
744 - Detector activation, no fire - unintentional	1	0.44%
745 - Alarm system activation, no fire - unintentional	1	0.44%
900 - Special type of incident, other	1	0.44%
TOTAL INCIDENTS:	226	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.



Ross Valley Fire Dept

San Anselmo, CA

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Incident Type Count per Station for Date Range

Start Date: 01/01/2025 | End Date: 01/31/2025

INCIDENT TYPE	# INCIDENTS
Station: 001 - FLEET	
900 - Special type of incident, other	1
# Incidents for 001 - Fleet:	1

Station: 18 - STATION 18 - Ross	
321 - EMS call, excluding vehicle accident with injury	12
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	1
500 - Service Call, other	3
550 - Public service assistance, other	1
552 - Police matter	1
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
730 - System malfunction, other	1
733 - Smoke detector activation due to malfunction	1
734 - Heat detector activation due to malfunction	1
736 - CO detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	1
# Incidents for 18 - Station 18 :	29

Station: 19 - STATION 19 - San Anselmo	
321 - EMS call, excluding vehicle accident with injury	45
322 - Motor vehicle accident with injuries	2
323 - Motor vehicle/pedestrian accident (MV Ped)	1
324 - Motor vehicle accident with no injuries.	1
553 - Public service	8
554 - Assist invalid	1
611 - Dispatched & cancelled en route	3
622 - No incident found on arrival at dispatch address	2
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	3
743 - Smoke detector activation, no fire - unintentional	3
745 - Alarm system activation, no fire - unintentional	1
# Incidents for 19 - Station 19:	71

Only REVIEWED incidents included.



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INCIDENT TYPE	# INCIDENTS
Station: 20 - STATION 20 - Sleepy Hollow	
321 - EMS call, excluding vehicle accident with injury	24
323 - Motor vehicle/pedestrian accident (MV Ped)	1
461 - Building or structure weakened or collapsed	1
500 - Service Call, other	1
550 - Public service assistance, other	1
553 - Public service	2
554 - Assist invalid	2
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	1
743 - Smoke detector activation, no fire - unintentional	2

Incidents for 20 - Station 20: 36

Station: 21 - STATION 21 - Fairfax	
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	49
324 - Motor vehicle accident with no injuries.	2
412 - Gas leak (natural gas or LPG)	3
442 - Overheated motor	1
445 - Arcing, shorted electrical equipment	1
500 - Service Call, other	2
511 - Lock-out	1
550 - Public service assistance, other	1
551 - Assist police or other governmental agency	1
552 - Police matter	1
554 - Assist invalid	10
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	3
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	2
730 - System malfunction, other	1
733 - Smoke detector activation due to malfunction	3
736 - CO detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	3

Incidents for 21 - Station 21: 89

Only REVIEWED incidents included.



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Ross Valley Fire, CA

Budget Report Group Summary

For Fiscal: 2024-2025 Period Ending: 01/31/2025

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND						
Revenue						
475 - MEMBER CONTRIBUTIONS	13,337,352.00	13,337,352.00	1,111,446.09	7,780,122.47	-5,557,229.53	41.67%
495 - OUTSIDE / MISCELLANEOUS REVENUE	1,570,120.00	1,570,120.00	95,470.89	1,120,680.71	-449,439.29	28.62%
Revenue Total:	14,907,472.00	14,907,472.00	1,206,916.98	8,900,803.18	-6,006,668.82	40.29%
Expense						
600 - SALARIES AND WAGES	7,239,271.00	7,239,271.00	725,540.32	4,407,234.21	2,832,036.79	39.12%
601 - RETIREMENT	2,831,208.00	2,831,208.00	93,954.20	2,136,844.28	694,363.72	24.53%
602 - EMPLOYEE BENEFITS	2,591,377.00	2,591,377.00	159,816.71	1,580,313.28	1,011,063.72	39.02%
610 - TRAINING	48,260.00	48,260.00	2,004.92	22,443.29	25,816.71	53.50%
611 - OUTSIDE SERVICES	938,414.00	938,414.00	140,308.21	1,057,868.57	-119,454.57	-12.73%
613 - PUBLICATION / DUES	10,162.00	10,162.00	0.00	2,597.56	7,564.44	74.44%
614 - MAINTENANCE	22,787.00	22,787.00	131.25	54.45	22,732.55	99.76%
615 - BUILDING MAINTENANCE	78,500.00	78,500.00	3,393.56	34,588.56	43,911.44	55.94%
616 - VEHICLE MAINTENANCE	124,115.00	124,115.00	2,788.89	95,354.55	28,760.45	23.17%
617 - UTILITIES	168,503.00	168,503.00	16,806.74	81,387.46	87,115.54	51.70%
620 - OFFICE SUPPLIES	6,215.00	6,215.00	0.00	1,346.37	4,868.63	78.34%
622 - DEPARTMENT SUPPLIES	135,595.00	135,595.00	3,694.90	87,163.22	48,431.78	35.72%
625 - FURNISHINGS	8,487.00	8,487.00	0.00	0.00	8,487.00	100.00%
629 - MISCELLANEOUS	118,760.00	118,760.00	17,402.74	53,996.30	64,763.70	54.53%
630 - EQUIPMENT	53,404.00	53,404.00	303.49	5,113.24	48,290.76	90.43%
631 - CAPITAL OUTLAY	155,787.00	155,787.00	-922.24	52,423.80	103,363.20	66.35%
644 - MERA BOND PAYMENT	0.00	0.00	-74,199.00	0.00	0.00	0.00%
670 - TRANSFERS OUT	376,626.00	376,626.00	376,626.00	376,626.00	0.00	0.00%
Expense Total:	14,907,471.00	14,907,471.00	1,467,650.69	9,995,355.14	4,912,115.86	32.95%
Fund: 01 - GENERAL FUND Surplus (Deficit):	1.00	1.00	-260,733.71	-1,094,551.96	-1,094,552.96	55,296.00%
Fund: 15 - VEHICLE FUND						
Revenue						
519 - TRANSFERS IN	-376,626.00	-376,626.00	376,626.00	376,626.00	753,252.00	200.00%
Revenue Total:	-376,626.00	-376,626.00	376,626.00	376,626.00	753,252.00	200.00%
Expense						
631 - CAPITAL OUTLAY	340,411.00	340,411.00	35,232.81	31,332.81	309,078.19	90.80%
640 - PRINCIPAL	161,252.59	161,252.59	0.00	161,252.59	0.00	0.00%
641 - INTEREST	7,864.63	7,864.63	0.00	7,864.63	0.00	0.00%
Expense Total:	509,528.22	509,528.22	35,232.81	200,450.03	309,078.19	60.66%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	-886,154.22	-886,154.22	341,393.19	176,175.97	1,062,330.19	119.88%
Report Surplus (Deficit):	-886,153.22	-886,153.22	80,659.48	-918,375.99	-32,222.77	-3.64%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	1.00	1.00	-260,733.71	-1,094,551.96	-1,094,552.96
15 - VEHICLE FUND	-886,154.22	-886,154.22	341,393.19	176,175.97	1,062,330.19
Report Surplus (Deficit):	-886,153.22	-886,153.22	80,659.48	-918,375.99	-32,222.77



Ross Valley Fire, CA

Budget Report Account Summary

For Fiscal: 2024-2025 Period Ending: 01/31/2025

		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	2,729,988.00	2,729,988.00	227,499.00	1,592,493.00	-1,137,495.00	41.67 %
01.00.47502.00	ROSS	2,738,189.00	2,738,189.00	228,182.50	1,597,277.18	-1,140,911.82	41.67 %
01.00.47503.00	SAN ANSELMO	4,748,772.00	4,748,772.00	395,731.00	2,770,117.16	-1,978,654.84	41.67 %
01.00.47504.00	SLEEPY HOLLOW	1,499,736.00	1,499,736.00	124,978.00	874,846.00	-624,890.00	41.67 %
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	80,000.00	80,000.00	6,666.67	46,666.69	-33,333.31	41.67 %
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,540,667.00	1,540,667.00	128,388.92	898,722.44	-641,944.56	41.67 %
01.00.49501.00	COUNTY OF MARIN	266,875.00	266,875.00	0.00	266,875.00	0.00	0.00 %
01.00.49504.00	RVPA REIMBURSEMENT MEDIC PR	317,511.00	317,511.00	0.00	158,755.32	-158,755.68	50.00 %
01.00.49506.00	RVPA RENTAL	8,360.00	8,360.00	0.00	17,137.84	8,777.84	205.00 %
01.00.49507.00	LAIF INTEREST	25,000.00	25,000.00	7,993.35	16,048.33	-8,951.67	35.81 %
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	285,000.00	285,000.00	13,011.83	174,533.16	-110,466.84	38.76 %
01.00.49511.00	RE-SALE INSPECTION FEES	50,000.00	50,000.00	0.00	0.00	-50,000.00	100.00 %
01.00.49512.00	MISCELLANEOUS INCOME	10,000.00	10,000.00	0.00	1,173.16	-8,826.84	88.27 %
01.00.49513.00	WORKERS COMP REIMBURSEMENT	0.00	0.00	42,097.90	238,015.11	238,015.11	0.00 %
01.00.49517.00	DISASTER COORDINATOR REIMB.	96,740.00	96,740.00	0.00	0.00	-96,740.00	100.00 %
01.00.49523.00	APPARATUS REPLACEMENT	376,626.00	376,626.00	31,385.41	219,697.87	-156,928.13	41.67 %
01.00.49524.00	TECHNOLOGY FEES	26,718.00	26,718.00	982.40	13,784.92	-12,933.08	48.41 %
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 %
01.00.49528.00	MWPA LOCAL FUNDS	0.00	0.00	0.00	62,600.00	62,600.00	0.00 %
01.00.49529.00	MWPA CORE FUNDS	0.00	0.00	0.00	-95,230.00	-95,230.00	0.00 %
	Revenue Total:	14,907,472.00	14,907,472.00	1,206,916.98	8,900,803.18	-6,006,668.82	40.29%
Expense							
01.00.60000.00	REGULAR SALARIES	5,698,118.00	5,698,118.00	491,054.72	2,916,842.76	2,781,275.24	48.81 %
01.00.60010.00	TEMPORARY HIRE	17,389.00	17,389.00	12,517.73	12,517.73	4,871.27	28.01 %
01.00.60020.00	MINIMUM STAFFING	831,694.00	831,694.00	182,943.34	1,218,025.43	-386,331.43	-46.45 %
01.00.60021.00	HOURLY OVERTIME	106,448.00	106,448.00	3,575.82	29,768.48	76,679.52	72.03 %
01.00.60024.00	SHIFT DIFFERENTIAL OT	24,113.00	24,113.00	1,668.33	24,903.50	-790.50	-3.28 %
01.00.60026.00	OT TRAINING	80,576.00	80,576.00	3,368.63	11,118.98	69,457.02	86.20 %
01.00.60027.00	HOLIDAY	247,176.00	247,176.00	19,580.43	130,293.65	116,882.35	47.29 %
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	37,177.00	37,177.00	529.63	1,925.81	35,251.19	94.82 %
01.00.60029.00	FLSA O/T	121,432.00	121,432.00	9,301.69	56,337.87	65,094.13	53.61 %
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	2,100.00	1,500.00	41.67 %
01.00.60040.00	BOARD MEMBER STIPEND	8,000.00	8,000.00	700.00	3,400.00	4,600.00	57.50 %
01.00.60100.00	RETIREMENT	2,831,208.00	2,831,208.00	93,954.20	2,136,844.28	694,363.72	24.53 %
01.00.60200.00	CAFETERIA HEALTH PLAN	1,085,000.00	1,085,000.00	94,619.74	598,934.83	486,065.17	44.80 %
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	43,641.00	43,641.00	4,300.40	27,415.05	16,225.95	37.18 %
01.00.60215.00	WORKERS' COMPENSATION INSUR	548,561.00	548,561.00	0.00	546,538.00	2,023.00	0.37 %
01.00.60220.00	PAYROLL TAXES	108,331.00	108,331.00	10,568.59	79,090.78	29,240.22	26.99 %
01.00.60223.00	UNIFORM REIMBURSEMENT	28,080.00	28,080.00	2,082.43	13,943.42	14,136.58	50.34 %
01.00.60225.00	EDUCATION REIMBURSEMENT	139,341.00	139,341.00	12,175.77	76,886.94	62,454.06	44.82 %
01.00.60231.00	RETIREE'S HEALTH INSURANCE	638,423.00	638,423.00	36,069.78	237,492.01	400,930.99	62.80 %
01.00.61103.00	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	0.00	86.19	-86.19	0.00 %
01.00.61115.00	LIABILITY INSURANCE	78,454.00	78,454.00	0.00	71,273.00	7,181.00	9.15 %
01.00.62999.00	CONTINGENCY	41,510.00	41,510.00	13,794.75	13,794.75	27,715.25	66.77 %

Budget Report

For Fiscal: 2024-2025 Period Ending: 01/31/2025

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
01.00.67099.00	TRANSFERS OUT	376,626.00	376,626.00	376,626.00	376,626.00	0.00	0.00 %
01.05.61103.00	AUDIT & BOOKEEPING SERVICES	33,552.00	33,552.00	446.37	15,245.74	18,306.26	54.56 %
01.05.61105.00	OTHER CONTRACT SERVICES	73,625.00	73,625.00	869.18	62,883.94	10,741.06	14.59 %
01.05.61107.00	ATTORNEY/LEGAL FEES	18,000.00	18,000.00	0.00	9,489.81	8,510.19	47.28 %
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	282.76	1,886.25	1,013.75	34.96 %
01.05.61120.00	CONTRACT SERVICES-SAN ANSELM	95,555.00	95,555.00	23,888.75	71,666.25	23,888.75	25.00 %
01.05.61121.00	COMPUTER SOFTWARE/SUPPORT	36,661.00	36,661.00	450.00	21,136.74	15,524.26	42.35 %
01.05.61122.00	WEB PAGE DESIGN AND MAINTENA	8,960.00	8,960.00	0.00	0.00	8,960.00	100.00 %
01.05.61127.00	HEALTH AND WELLNESS	58,991.00	58,991.00	26,112.00	32,617.00	26,374.00	44.71 %
01.05.61129.00	HIRING EXPENSES	16,000.00	16,000.00	664.00	12,967.46	3,032.54	18.95 %
01.05.61300.00	PUBLICATIONS AND DUES	10,162.00	10,162.00	0.00	2,597.56	7,564.44	74.44 %
01.05.62000.00	OFFICE SUPPLIES	5,100.00	5,100.00	0.00	831.82	4,268.18	83.69 %
01.05.62003.00	POSTAGE	1,115.00	1,115.00	0.00	514.55	600.45	53.85 %
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	13,932.00	13,932.00	163.66	4,595.62	9,336.38	67.01 %
01.10.60065.02	EXPLORER POST	9,548.00	9,548.00	0.00	0.00	9,548.00	100.00 %
01.10.61000.00	TRAINING AND EDUCATION	48,260.00	48,260.00	2,004.92	22,443.29	25,816.71	53.50 %
01.10.61100.00	DISPATCH	386,830.00	386,830.00	13,396.15	682,711.15	-295,881.15	-76.49 %
01.10.61101.00	RADIO REPAIR	5,305.00	5,305.00	0.00	624.48	4,680.52	88.23 %
01.10.61102.00	HAZARDOUS MATERIAL REMOVAL	1,030.00	1,030.00	0.00	250.75	779.25	75.66 %
01.10.61103.00	AUDIT & BOOKEEPING SERVICES	10,332.00	10,332.00	0.00	0.00	10,332.00	100.00 %
01.10.61110.00	MERA OPERATING EXPENSE	107,339.00	107,339.00	74,199.00	74,199.00	33,140.00	30.87 %
01.10.61410.00	EQUIPMENT MAINTENANCE	12,625.00	12,625.00	0.00	-471.59	13,096.59	103.74 %
01.10.61600.00	REPAIRS VEHICLE	0.00	0.00	0.00	528.65	-528.65	0.00 %
01.10.62203.00	EMERGENCY RESPONSE SUPPLIES	4,612.00	4,612.00	0.00	318.02	4,293.98	93.10 %
01.10.62204.00	PARAMEDIC RESPONSE SUPPLIES	41,200.00	41,200.00	2,649.86	21,209.92	19,990.08	48.52 %
01.10.62210.00	BREATHING APPARATUS	7,320.00	7,320.00	-1,130.78	-147.99	7,467.99	102.02 %
01.10.62211.00	BREATHING APPARATUS-CONTRACT	7,758.00	7,758.00	0.00	2,518.76	5,239.24	67.53 %
01.10.62213.00	PERSONAL PROTECTIVE EQUIPMEN	40,548.00	40,548.00	1,563.03	14,208.72	26,339.28	64.96 %
01.10.63131.00	EQUIPMENT	41,200.00	41,200.00	-922.24	12,814.03	28,385.97	68.90 %
01.10.63140.00	HYDRANTS	41,281.00	41,281.00	0.00	39,508.08	1,772.92	4.29 %
01.10.63150.00	COMMUNICATIONS EQUIPMENT	22,947.00	22,947.00	0.00	101.69	22,845.31	99.56 %
01.10.63160.00	TURNOUTS	50,359.00	50,359.00	0.00	0.00	50,359.00	100.00 %
01.10.64401.00	MERA BOND PAYMENT PRIOR AUT	0.00	0.00	-74,199.00	0.00	0.00	0.00 %
01.14.61500.00	BUILDING MAINTENANCE AND LAN	18,500.00	18,500.00	0.00	8,078.19	10,421.81	56.33 %
01.14.61500.18	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	10,370.80	4,629.20	30.86 %
01.14.61500.19	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	1,904.59	9,873.24	5,126.76	34.18 %
01.14.61500.20	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	1,010.64	1,472.95	13,527.05	90.18 %
01.14.61500.21	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	478.33	4,793.38	10,206.62	68.04 %
01.14.61702.00	GAS AND ELECTRIC	67,500.00	67,500.00	9,985.65	36,766.35	30,733.65	45.53 %
01.14.61703.00	WATER	11,750.00	11,750.00	2,701.20	7,937.25	3,812.75	32.45 %
01.14.61704.00	SEWER	4,532.00	4,532.00	0.00	0.00	4,532.00	100.00 %
01.14.61705.00	TELEPHONE	84,721.00	84,721.00	4,119.89	36,683.86	48,037.14	56.70 %
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLI	10,609.00	10,609.00	449.13	3,867.19	6,741.81	63.55 %
01.14.62501.00	FURNISHINGS	8,487.00	8,487.00	0.00	0.00	8,487.00	100.00 %
01.14.63040.00	APPLIANCES	5,150.00	5,150.00	0.00	1,419.64	3,730.36	72.43 %
01.14.63041.00	OFFICE EQUIPMENT	10,609.00	10,609.00	303.49	1,185.09	9,423.91	88.83 %
01.14.63042.00	EXERCISE EQUIPMENT	10,927.00	10,927.00	0.00	1,823.41	9,103.59	83.31 %
01.14.63044.00	TECHNOLOGY PURCHASES	26,718.00	26,718.00	0.00	685.10	26,032.90	97.44 %
01.15.60220.00	PAYROLL TAXES - COMMUNITY EDU	0.00	0.00	0.00	12.25	-12.25	0.00 %
01.15.61131.00	FIRE PREVENTION	4,880.00	4,880.00	0.00	695.57	4,184.43	85.75 %
01.15.61903.00	MWPA Local Projects	0.00	0.00	0.00	35,410.60	-35,410.60	0.00 %
01.15.61904.00	MWPA CORE FUNDS	0.00	0.00	0.00	135.24	-135.24	0.00 %
01.15.62220.00	COMMUNITY EDUCATION & PREP.	9,616.00	9,616.00	0.00	5,182.38	4,433.62	46.11 %
01.25.61411.00	BURN TRAILER MAINTENANCE	10,162.00	10,162.00	131.25	526.04	9,635.96	94.82 %
01.25.61600.00	FLEET MAINTENANCE/REPAIRS	124,115.00	124,115.00	2,788.89	94,825.90	29,289.10	23.60 %
01.25.62988.00	FUEL	59,225.00	59,225.00	3,607.99	29,142.95	30,082.05	50.79 %

Budget Report

For Fiscal: 2024-2025 Period Ending: 01/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01.25.62989.00	FLEET PARTS	18,025.00	18,025.00	0.00	11,058.60	6,966.40	38.65 %
	Expense Total:	14,907,471.00	14,907,471.00	1,467,650.69	9,995,355.14	4,912,115.86	32.95%
	Fund: 01 - GENERAL FUND Surplus (Deficit):	1.00	1.00	-260,733.71	-1,094,551.96	-1,094,552.96	55,296.00%
Fund: 15 - VEHICLE FUND							
Revenue							
15.00.51999.00	TRANSFERS IN	-376,626.00	-376,626.00	376,626.00	376,626.00	753,252.00	100.00 %
	Revenue Total:	-376,626.00	-376,626.00	376,626.00	376,626.00	753,252.00	200.00%
Expense							
15.00.63154.00	VEHICLE PURCHASE	340,411.00	340,411.00	35,232.81	31,332.81	309,078.19	90.80 %
15.00.64010.00	LEASE PAYMENT - PRINCIPAL	161,252.59	161,252.59	0.00	161,252.59	0.00	0.00 %
15.00.64110.00	LEASE PAYMENT - INTEREST	7,864.63	7,864.63	0.00	7,864.63	0.00	0.00 %
	Expense Total:	509,528.22	509,528.22	35,232.81	200,450.03	309,078.19	60.66%
	Fund: 15 - VEHICLE FUND Surplus (Deficit):	-886,154.22	-886,154.22	341,393.19	176,175.97	1,062,330.19	119.88%
	Report Surplus (Deficit):	-886,153.22	-886,153.22	80,659.48	-918,375.99	-32,222.77	-3.64%

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND						
Revenue	14,907,472.00	14,907,472.00	1,206,916.98	8,900,803.18	-6,006,668.82	40.29%
Expense	14,907,471.00	14,907,471.00	1,467,650.69	9,995,355.14	4,912,115.86	32.95%
Fund: 01 - GENERAL FUND Surplus (Deficit):	1.00	1.00	-260,733.71	-1,094,551.96	-1,094,552.96	55,296.00%
Fund: 15 - VEHICLE FUND						
Revenue	-376,626.00	-376,626.00	376,626.00	376,626.00	753,252.00	200.00%
Expense	509,528.22	509,528.22	35,232.81	200,450.03	309,078.19	60.66%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	-886,154.22	-886,154.22	341,393.19	176,175.97	1,062,330.19	119.88%
Report Surplus (Deficit):	-886,153.22	-886,153.22	80,659.48	-918,375.99	-32,222.77	-3.64%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	1.00	1.00	-260,733.71	-1,094,551.96	-1,094,552.96
15 - VEHICLE FUND	-886,154.22	-886,154.22	341,393.19	176,175.97	1,062,330.19
Report Surplus (Deficit):	-886,153.22	-886,153.22	80,659.48	-918,375.99	-32,222.77

ROSS VALLEY FIRE DEPARTMENT

Minutes of the Ross Valley Fire Board Meeting of January 8, 2025

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

The passcode is Rvfd010825#

RVFD BOARD MEETING MINUTES

1. 6:30pm Call to order.

Board Present: Kircher, Robbins, Burdo, Shortall, Finn, Hellman, Coler

Board Absents:

Staff Present: Mahoney, Lim

Town Managers Present: Donery, Johnson, Abrams

Agenda – January 8, 2025

Agenda Update: President Steve Burdo reported two communications were received after the Board packets were created. Both letters related to Agenda Item 8. One letter was from Directors Robbins and Kircher and the other was an email sent by Jeff Koblich of the Ross Valley Property Owners Association. Copies were made available to the Board and are available on the website.

2. Announce Adjournment to Closed Session:

Convene in Closed Session:

a) Conference with Labor Negotiator (Government Code §54957.6)

- i) Agency Designated Representative: Dan Mahoney/Dave Donery
Employee Organization: Ross Valley Fire Chief Officers Association and
Ross Valley Fire Fighter Association
Regarding: Labor Negotiations

No public comment.

3. Announce Action in Closed Session, if any.

Board authorized Tim Davis, Partner at Burke, Williams & Sorensen to handle labor negotiations and discussed negotiating parameters.

4. Chief Report – Verbal Update by Fire Chief Mahoney

Recruitment Update: FireFighter recruitment in process. Initial interviews yesterday. Two positions are open. One candidate is on the list so we expect to open another recruitment in a month or so. Fire Inspector recruitment is due to close next week. Administrative Assistant recruitment is open and closes February 5.

Operations Update: Marin Agencies are supporting LA fires. County sent 12 engines. Due to staff out on injuries, RVFD has not sent staff but has received a request to lend an engine. Chief encouraged people to sign up for emergency alerts through AlertMarin and go to FireSafeMarin.org for information on defensible space, home hardening, and evacuation preparedness, and encouraged people to participate in evacuation drills.

Incident Report: Juvenile was struck in the crosswalk on Sir Francis Drake and Broadmoor. Treated on the scene and transported to hospital. A positive outcome is expected. Simultaneous unintentional overdoses occurred in Fairfax in the same area. Fairfax Police and Engines 19, 20, 21 and Battalion 20 responded. Narcan administered to both patients who were transferred and are stable with positive outcomes.

Director Burdo acknowledged the good work related to the incident of the juvenile struck in the crosswalk and President Finn acknowledged the dangerous work of the first responders in the LA fires.

No public comment.

5. 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.

Regarding 5e Fire Inspector/Sr Fire Inspector, Director Coler commented she doesn't see a distinction in the two positions. Chief Mahoney clarified it is currently the same job description and it would be better to split into two in order to clarify tasks and daily roles. Stay tuned over the coming months.

Public Comment: Frank Egger had questions on item 5b which was removed from consent and considered separately. No public comment on Items 5a, 5c, 5d & 5e.

M/S Coler/Burdo to approve consent agenda 5a, 5c, 5d & 5e – roll call vote, seven ayes: Kircher, Robbins, Burdo, Shortall, Finn, Hellman, Coler

Item 5b Public Comment: Frank Egger asked if we were charging to make EMS runs up to the watershed for things like bicycle accidents and asked if the County comes from Woodacre and backs us up when Station 21 is empty when we are responding to such calls. He expressed concern about response and budget. Fire Captain Mahoney explained that we have an annual automatic aid agreement that covers the cost and we have an agreement that if we need station coverage we will call for it.

M/S Coler/Burdo to approve consent agenda 5b - roll call vote, seven ayes: Kircher, Robbins, Burdo, Shortall, Finn, Hellman, Coler

6. Appoint President and Vice President to the Ross Valley Fire Department Board of Directors for 2025 – Fire Chief Mahoney

Chief Mahoney summarized the Staff Report.

M/S Hellman/Coler to appoint Director Burdo as President and Director Robbins as Vice President - roll call vote, seven ayes: Kircher, Robbins, Burdo, Shortall, Finn, Hellman, Coler

No public comment.

7. Approve Resolution 25-01 Adopting a Department Purchasing Policy – Fire Chief Mahoney

Chief Mahoney summarized the Staff Report and called out a typo on page 2 of the staff report under *Key Provisions of the Purchasing Policy*. It reads “For purchases valued at \$1,000 or less...”. This should read “For purchases valued at \$10,000 or less...” This is correct in the related Resolution and Policy.

President Burdo thanked the Fire Chief for bringing this policy forward and thanked San Anselmo Treasurer Jeff Zuba for his work on it.

No public comment.

M/S Finn/Kircher to approve Resolution 25-01 - roll call vote, seven ayes: Kircher, Robbins, Burdo, Shortall, Finn, Hellman, Coler

8. Receive Staff Report and Provide Staff with Direction Regarding the Town of Ross Station 18 One-Year Delay Closure Letter – Fire Chief Mahoney

Chief Mahoney summarized the Staff Report. Chief Mahoney mentioned that the agenda was amended to include the letter from Director Robbins and Kircher and he received an email from Jeff Koblick, President of Ross Valley Property Owners Association, asking to delay the closing of the Ross fire station. This letter can be found on the website.

President Burdo first asked if the Board had questions.

Director Finn commented that he's a member of RVPA Board and the RVPA Working Group #1 to strengthen RVPA working agreement which is meeting on Monday, January 27. No further questions from the Board.

Attendee Kristin Johnson, Ross Town Manager, asked what percentage of construction costs are attributable to adding the third person to the engine. Fire Chief Mahoney said it was not that easy as dividing costs by four. President Burdo recapped the question as how much of the renovations would have needed to be made if Ross didn't close the fire station and proceeded to answer the question by saying the primary reason, without putting a dollar figure on it, was to accommodate the staffing infrastructure coming over from the closure of Station 18.

Public Comment: Tommy Pastalka, Fire Firefighter Association President and Engineer Paramedic Station 20, said he was representing the Firefighters who stand with and support the Fire Chief and that this statement was his alone. He appreciated the concerns brought up and expressed support for 3-person engines and acceptable living quarters for firefighters.

President Burdo asked if Board members would like to make any comments.

Director Robbins summarized the letter she and Director Kircher wrote. Director Robbins passed out copies of screen shots of information that was given to Ross about response times which guided their decision at the time. This document will be made available to the public. Director Robbins said the purpose of sharing this was to show that Ross was told the response time would remain unchanged for 85% of the time and this is the key problem as Ross was told in the 2024 Citigate study that the RVPA ambulance would be in Ross less than 50% and perhaps 40% of the time. This was not what Ross residents were expecting with the closure of the station. A reason to delay is to avoid significant delays in the emergency services that will start on July 1, 2025 and to provide time to figure out how to best provide services to all jurisdictions. Another possible option would be to consider adding a third ambulance which is a recommendation of the 2024 Citigate study. A vote against delaying the closure jeopardizes the health of Ross residents. Ross had been assured response time would be unchanged. It shouldn't be either or: That Ross gets adequate response times or that there are 3 people on an engine. Both should be goals.

Director Kircher commented that he's hopeful that what is underway now will be productive and a way

can be found to bolster RVPA and keep response time. One thing is apparent is that it is a process that will take some time. And the concern is if the fire station is closed, there is not an engine and the ambulance response time is at 40 or 50% availability. At the time they acted on information received and shared that with residents and now they know more. He said it's a complex issue and appreciated the participation and consideration.

President Burdo responded to concerns raised saying the task is to see if the Board can get to a unanimous vote. President Burdo thanked Manager Johnson about the information she shared previously. President Burdo said the notion RVPA would dissolve is not founded and RVPA is in lease negotiations with Ross. The Citigate report recommended keeping the ambulance in Ross which is what is happening. At the last RVPA meeting, RVPA agreed to cease discussion of pulling out and two subcommittees were formed to strengthen the JPA and explore if finances could be strengthened, transparent and equitable. The letter centers around how much time the ambulance will be in Ross, but the ambulance will remain there. President Burdo said he understands the nuances with the increased response times. However, he stated he was at the meetings when this was discussed in 2019 and one data point he heard was about the community survey that was done. One survey option to keep Station 18 open did not have support, which was one of the primary reasons Ross decided to close Station 18. Money has been allocated for renovations for Station 20 that begin on March 1 of this year. Another consideration is the morale and well being of the firefighters. This was not a quick decision made by Ross and included a lot of deliberations. Therefore, President Burdo said he can't support it and therefore the Board cannot get to a unanimous decision.

Director Robbins commented regarding the survey of 300 people out of 2,400 that they did not want to fund a fire station under the context of being told the EMS response times would remain the same 85% of the time.

President Burdo and Director Robbins had further discussion back and forth.

Director Hellman said she appreciated the work done to date and President Burdo's deep dive into the data and the update on RVPA. Most of the calls in Fairfax are medical calls, not fires. She expressed support for the firefighters and believes we need to move forward with breaking ground. She was not in support of making changes to the plan.

President Burdo and Director Helman are not in support of making changes and therefore a unanimous decision cannot be achieved.

No action recommended on this item.

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

Appreciation was expressed for Samantha Stettler's work and to Director Finn for his role as President over the last year.

10. 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.

11. Adjourn

The next meeting is scheduled for February 12, 2025, San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960, and via Zoom.

Respectfully submitted,
s/Lauren Houde
Interim Administrative Assistant

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of February 12, 2025

To: Board of Directors

From: Dan Mahoney, Fire Chief
Jeff Zuba, Finance Director

Subject: Budget Revision to FY2024-2025 Operating Budget

RECOMMENDATION

That the Board consider approving Resolution 25-02, adopting the proposed line-item budget revisions for the Fiscal Year 2024-2025 Operating Budget.

DISCUSSION

On June 12, 2024, the Board approved the Fiscal Year 2024-2025 Operating Budget for the Ross Valley Fire Department (Department). At each Board meeting, staff provides financial updates, including monthly revenue and expenditure reports, with explanations of any variances from the adopted budget.

During the first half of the fiscal year, several factors necessitated revisions to the adopted budget:

1. Multiple employees were on workers' compensation leave.
2. The transition of dispatch services from the Marin County Sheriff to Marin County Fire created one-time start-up costs for County Fire to get the Emergency Command Center operating.
3. The purchase of command vehicles for the Fire Chief and the 40-hour Battalion Chief position.

To reflect these changes, staff has prepared a line-item budget revision for Board consideration and approval. Below is a summary of the key adjustments, with additional details provided in the attached budget revision resolution.

BUDGET REVISIONS

Beginning Fund Balance

The beginning fund balance for all funds has been updated to \$4,483,908, based on the final audit of FY 2023-2024 financial statements.

Revenues

Projected revenue increases total \$227,363 and include:

- Workers' Compensation Reimbursement: \$218,585. Workers' compensation reimbursements are not budgeted due to their unpredictable nature.
- RVPA Rental Revenue: \$8,778. The original budget included a three-month rental agreement. An additional three-month extension was executed, covering the period through December 2024. This adjustment reflects actual revenues received through December 31, 2024.
- General Fund Transfers: \$265,000. Adjusted to reflect the purchase of two command vehicles approved at the June 12, 2024, Board meeting.

Expenses

Proposed expense adjustments total \$746,594, driven by:

- Dispatch Costs: An increase of \$481,594 for one-time start-up costs associated with transitioning dispatch services to Marin County Fire, as approved at the November 8, 2023, Board meeting. The amount was approved by the Board to come from reserves. (see meeting minutes [here](#) for reference)
- Vehicle Fund Transfers: \$265,000. Increased General Fund contributions to cover the command vehicle purchases.
- Vehicle Purchases: An increase of \$265,000 in the Vehicle Fund for the acquisition of the two command vehicles approved at the June 12, 2024, Board meeting. The amount was approved by the Board to come from reserves. (see meeting minutes [here](#) for reference).

Ending Fund Balance

The estimated ending fund balance for all funds is \$3,831,775, reflecting a decrease of \$652,133 from the prior year.

FUNDING STRUCTURE NOTE

The Department operates with a single fund, the General Fund. Internal transfers for purposes such as vehicle replacement are tracked separately but are eliminated in financial statement reporting. The Apparatus Replacement Fund balance is included in the General Fund's overall fund balance in financial statements. As a result, the referenced transfers in this report have no impact on the final fund balance.

CONCLUSION

Approval of Resolution 25-02 will align the FY 2024-2025 Operating Budget with updated revenue and expenditure projections, ensuring fiscal transparency and accountability.

FISCAL IMPACT

The proposed revisions result in a \$227,363 increase in revenue and a \$746,594 increase in expenses, for a net fund balance decrease of \$519,231. The Fire Board approved Resolution 23-10 at the June 14, 2023, Board meeting, establishing a minimum target reserve policy of 10%. With the line-item adjustments proposed above, the ending estimate for the unassigned fund balance would be \$3.1M or 19.87%. The revised budget target minimum reserve balance is \$1.565M.

ATTACHMENTS

1. Attachment #1 - Resolution 25-02: A Resolution of the Ross Valley Fire Department Board of Directors Adopting the Proposed Line-Item Budget Revisions for FY 2024-2025.
2. Attachment #2 - Exhibit A FY 2024-2025 Budget Document with Proposed Line-Item Adjustments.

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 25-02

A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT ADOPTING THE PROPOSED LINE-ITEM BUDGET REVISIONS TO THE FISCAL YEAR 2024-2025 OPERATING BUDGET

WHEREAS, the Ross Valley Fire Department Board of Directors adopted the revised proposed Fiscal Year 2024-2025 Operating Budget on June 12, 2024, at a regular meeting of the Ross Valley Fire Department Board of Directors to plan for anticipated revenues and expenses for the fiscal period; and

WHEREAS, the Ross Valley Fire Department Board, on the recommendation of staff, approves the Fiscal Year 2024-2025 Operating Budget line item revisions.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Ross Valley Fire Department hereby adopt the proposed Fiscal Year 2024-2025 Operating Budget line item revisions as listed in Exhibit "A."

I do hereby certify that the above Resolution 25-02 is a true and correct copy as passed by the Ross Valley Fire Board on February 12, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Burdo, Board President

Attest

Lauren Houde, Interim Administrative Assistant

EXHIBIT A

Fiscal Year 2024-2025 Budget Document with Proposed Line-Item Adjustments

Ross Valley Fire Department - 2024-2025 Budget Summary

	Adopted Budget	Revised Budget	Change
Fund: 01 - GENERAL FUND			
Beginning Fund Balance	3,979,884	3,979,884	
Revenue			
00 - UNDESIGNATED	14,907,472	15,134,835	227,363
Expense			
00 - UNDESIGNATED	13,148,898	13,413,898	265,000
05 - ADMINISTRATION	374,554	374,554	-
10 - OPERATIONS	838,494	1,320,088	481,594
14 - FACILITIES	319,503	319,503	-
15 - COMMUNITY RISK REDUCTION	14,496	14,496	-
25 - FLEET	211,527	211,527	-
Total Expense	14,907,472	15,654,066	746,594
Ending Fund Balance	3,979,884	3,460,653	
Fund: 15 - APPARATUS FUND/SCBA			
Beginning Fund Balance	504,024	504,024	
Revenue			
00 - UNDESIGNATED	376,626	641,626	265,000
Expense			
00 - UNDESIGNATED	509,528	774,528	265,000
Ending Fund Balance	371,122	371,122	
Beginning Fund Balance - All Funds	4,483,908	4,483,908	
Total Revenue - All Funds (excluding transfers)	15,284,098	15,511,461	227,363
Total Expense - All Funds (excluding transfers)	15,417,000	16,163,594	746,594
Surplus/(Deficit)	(132,902)	(652,133)	
Ending Fund Balance - All Funds	4,351,006	3,831,775	
Fund Balances	2024-2025	2024-2025	
Nonspendable	-	-	
Compensated Absences	232,261	232,261	
Technology	116,600	116,600	
Apparatus Replacement	384,024	251,122	
Breathing Apparatus	120,000	120,000	
Prior Authority OPEB	-	-	
Unassigned	3,498,121	3,111,792	
Total	4,351,006	3,831,775	



		Original Total Budget	Current Total Budget	Change
Fund: 01 - GENERAL FUND				
Revenue				
01.00.47501.00	FAIRFAX	2,729,988.00	2,729,988.00	
01.00.47502.00	ROSS	2,738,189.00	2,738,189.00	
01.00.47503.00	SAN ANSELMO	4,748,772.00	4,748,772.00	
01.00.47504.00	SLEEPY HOLLOW	1,499,736.00	1,499,736.00	
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	80,000.00	80,000.00	
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,540,667.00	1,540,667.00	
01.00.49501.00	COUNTY OF MARIN	266,875.00	266,875.00	
01.00.49504.00	RVPA REIMBURSEMENT MEDIC PROC	317,511.00	317,511.00	
01.00.49506.00	RVPA RENTAL	8,360.00	17,137.84	8,777.84
01.00.49507.00	LAIF INTEREST	25,000.00	25,000.00	
01.00.49509.00	RVPA AGENCY REIMBURSEMENT	47,290.00	47,290.00	
01.00.49510.00	PLAN CHECKING/RE-SALE INSPECTIO	285,000.00	335,000.00	50,000.00
01.00.49511.00	RE-SALE INSPECTION FEES	50,000.00		-50,000.00
01.00.49512.00	MISCELLANEOUS INCOME	10,000.00	10,000.00	
01.00.49513.00	WORKERS COMP REIMBURSEMENT	0.00	218,585.31	218,585.31
01.00.49517.00	DISASTER COORDINATOR REIMB.	96,740.00	96,740.00	
01.00.49523.00	APPARATUS REPLACEMENT	376,626.00	376,626.00	
01.00.49524.00	TECHNOLOGY FEES	26,718.00	26,718.00	
01.00.49526.18	STATION MAINT REVENUE #18	15,000.00	15,000.00	
01.00.49526.19	STATION MAINT REVENUE #19	15,000.00	15,000.00	
01.00.49526.20	STATION MAINT REVENUE #20	15,000.00	15,000.00	
01.00.49526.21	STATION MAINT REVENUE #21	15,000.00	15,000.00	
01.00.49528.00	MWPA LOCAL FUNDS	0.00	0.00	
01.00.49529.00	MWPA CORE FUNDS	0.00	0.00	
	Revenue Total:	14,907,472.00	15,134,835.15	227,363.15
Expense				
01.00.60000.00	REGULAR SALARIES	5,698,118.00	5,698,118.00	
01.00.60010.00	TEMPORARY HIRE	17,389.00	17,389.00	
01.00.60020.00	MINIMUM STAFFING	831,694.00	831,694.00	
01.00.60021.00	HOURLY OVERTIME	106,448.00	106,448.00	
01.00.60024.00	SHIFT DIFFERENTIAL OT	24,113.00	24,113.00	
01.00.60026.00	OT TRAINING	80,576.00	80,576.00	
01.00.60027.00	HOLIDAY	247,176.00	247,176.00	
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	37,177.00	37,177.00	
01.00.60029.00	FLSA O/T	121,432.00	121,432.00	
01.00.60030.00	S/L BUY BACK	4,000.00	4,000.00	
01.00.60035.00	RETIRED S/L COMPENSATION	50,000.00	50,000.00	
01.00.60039.00	EXECUTIVE OFFICER	3,600.00	3,600.00	
01.00.60040.00	BOARD MEMBER STIPEND	8,000.00	8,000.00	
01.00.60100.00	RETIREMENT	2,831,208.00	2,831,208.00	
01.00.60200.00	CAFETERIA HEALTH PLAN	1,085,000.00	1,085,000.00	
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	43,641.00	43,641.00	
01.00.60215.00	WORKERS' COMPENSATION INSURAI	548,561.00	548,561.00	
01.00.60220.00	PAYROLL TAXES	108,331.00	108,331.00	
01.00.60223.00	UNIFORM REIMBURSEMENT	28,080.00	28,080.00	
01.00.60225.00	EDUCATION REIMBURSEMENT	139,341.00	139,341.00	
01.00.60231.00	RETIREE'S HEALTH INSURANCE	638,423.00	638,423.00	
01.00.61103.00	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	
01.00.61115.00	LIABILITY INSURANCE	78,454.00	78,454.00	
01.00.62999.00	CONTINGENCY	41,510.00	41,510.00	
01.00.67099.00	TRANSFERS OUT	376,626.00	641,626.00	265,000.00
01.05.61103.00	AUDIT & BOOKEEPING SERVICES	33,552.00	33,552.00	
01.05.61105.00	OTHER CONTRACT SERVICES	73,626.00	73,626.00	
01.05.61107.00	ATTORNEY/LEGAL FEES	18,000.00	18,000.00	
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	
01.05.61120.00	CONTRACT SERVICES-SAN ANSELMO	95,555.00	95,555.00	

01.05.61121.00	COMPUTER SOFTWARE/SUPPORT	36,661.00	36,661.00	
01.05.61122.00	WEB PAGE DESIGN AND MAINTENAN	8,960.00	8,960.00	
01.05.61127.00	HEALTH AND WELLNESS	58,991.00	58,991.00	
01.05.61129.00	HIRING EXPENSES	16,000.00	16,000.00	
01.05.61300.00	PUBLICATIONS AND DUES	10,162.00	10,162.00	
01.05.62000.00	OFFICE SUPPLIES	5,100.00	5,100.00	
01.05.62003.00	POSTAGE	1,115.00	1,115.00	
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	13,932.00	13,932.00	
01.10.60065.02	EXPLORER POST	9,548.00	9,548.00	
01.10.61000.00	TRAINING AND EDUCATION	48,260.00	48,260.00	
01.10.61100.00	DISPATCH	386,830.00	868,424.00	481,594.00
01.10.61101.00	RADIO REPAIR	5,305.00	5,305.00	
01.10.61102.00	HAZARDOUS MATERIAL REMOVAL	1,030.00	1,030.00	
01.10.61103.00	AUDIT & BOOKKEEPING SERVICES	10,332.00	10,332.00	
01.10.61110.00	MERA OPERATING EXPENSE	107,339.00	107,339.00	
01.10.61410.00	EQUIPMENT MAINTENANCE	12,625.00	12,625.00	
01.10.62203.00	EMERGENCY RESPONSE SUPPLIES	4,612.00	4,612.00	
01.10.62204.00	PARAMEDIC RESPONSE SUPPLIES	41,200.00	41,200.00	
01.10.62210.00	BREATHING APPARATUS	7,320.00	7,320.00	
01.10.62211.00	BREATHING APPARATUS-CONTRACT	7,758.00	7,758.00	
01.10.62213.00	PERSONAL PROTECTIVE EQUIPMENT	40,548.00	40,548.00	
01.10.63131.00	EQUIPMENT	41,200.00	41,200.00	
01.10.63140.00	HYDRANTS	41,281.00	41,281.00	
01.10.63150.00	COMMUNICATIONS EQUIPMENT	22,947.00	22,947.00	
01.10.63160.00	TURNOUTS	50,359.00	50,359.00	
01.10.64401.00	MERA BOND PAYMENT PRIOR AUTHI	0.00	0.00	
01.14.61500.00	BUILDING MAINTENANCE AND LAND	18,500.00	18,500.00	
01.14.61500.18	BUILDING MAINTENANCE STATION 1	15,000.00	15,000.00	
01.14.61500.19	BUILDING MAINTENANCE STATION 1	15,000.00	15,000.00	
01.14.61500.20	BUILDING MAINTENANCE STATION 2	15,000.00	15,000.00	
01.14.61500.21	BUILDING MAINTENANCE STATION 2	15,000.00	15,000.00	
01.14.61702.00	GAS AND ELECTRIC	67,500.00	67,500.00	
01.14.61703.00	WATER	11,750.00	11,750.00	
01.14.61704.00	SEWER	4,532.00	4,532.00	
01.14.61705.00	TELEPHONE	84,721.00	84,721.00	
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLIE	10,609.00	10,609.00	
01.14.62501.00	FURNISHINGS	8,487.00	8,487.00	
01.14.63040.00	APPLIANCES	5,150.00	5,150.00	
01.14.63041.00	OFFICE EQUIPMENT	10,609.00	10,609.00	
01.14.63042.00	EXERCISE EQUIPMENT	10,927.00	10,927.00	
01.14.63044.00	TECHNOLOGY PURCHASES	26,718.00	26,718.00	
01.15.60220.00	PAYROLL TAXES - COMMUNITY EDUC	0.00	0.00	
01.15.61131.00	FIRE PREVENTION	4,880.00	4,880.00	
01.15.61903.00	MWPA Local Projects	0.00	0.00	
01.15.61904.00	MWPA CORE FUNDS	0.00	0.00	
01.15.62220.00	COMMUNITY EDUCATION & PREP.	9,616.00	9,616.00	
01.25.61411.00	BURN TRAILER MAINTENANCE	10,162.00	10,162.00	
01.25.61600.00	FLEET MAINTENANCE/REPAIRS	124,115.00	124,115.00	
01.25.62988.00	FUEL	59,225.00	59,225.00	
01.25.62989.00	FLEET PARTS	18,025.00	18,025.00	
	Expense Total:	14,907,472.00	15,654,066.00	746,594.00

Fund: 01 - GENERAL FUND Surplus (Deficit): 0.00 -519,230.85 -519,230.85

Fund: 15 - VEHICLE FUND

Revenue

15.00.51999.00	TRANSFERS IN	-376,626.00	-641,626.00	-265,000.00
	Revenue Total:	-376,626.00	-641,626.00	-265,000.00

Expense

15.00.63154.00	VEHICLE PURCHASE	340,411.00	605,411.00	265,000.00
15.00.64010.00	LEASE PAYMENT - PRINCIPAL	161,252.59	161,252.59	
15.00.64110.00	LEASE PAYMENT - INTEREST	7,864.63	7,864.63	
	Expense Total:	509,528.22	774,528.22	0.00

Fund: 15 - VEHICLE FUND Surplus (Deficit): 132,902.22 132,902.22 0.00