

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the Meeting of June 11, 2025

To: Board of Directors

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

Subject: Adopt Resolution 25-07 Approving Fiscal Year 2025-2026 Budget

RECOMMENDATION:

Staff recommends the Board adopt Resolution 25-07 approving the Ross Valley Fire Department budget for the fiscal year 2025-26 commencing July 1, 2025.

DISCUSSION:

The JPA requires, no later than June 1st of each year, that the Executive Officer and the Fire Chief recommend to the Board a budget for the ensuing fiscal year. No later than June 15th of each year, the Board shall adopt a budget for the ensuing year.

As part of this year's budget document, we have included a summary page for the General Fund and all other funds. These summary pages include revenues and expenditures, as well as beginning and ending fund balances.

At the meeting of May 14, 2025, the Board reviewed the 2025-2026 proposed budget presented by staff. The Board directed staff to move forward with the adoption of the Budget.

As labor negotiations are still underway, staff anticipates returning at the July meeting with a revised budget and five-year financial forecast that incorporates the terms of the Memorandum of Understanding effective July 1, 2025, as well as updated calculations for the Town of Ross's savings resulting from the Third Amendment to the JPA.

Additionally, the Department is working with Fire Risk Management Services to verify the accuracy of the workers' compensation insurance premium contribution, which will also be addressed at the July meeting.

FISCAL IMPACT:

The total proposed General Fund operating budget for FY 2025-2026 is \$15,433,332, including \$15,045,407 for the General Fund and a fund transfer of \$387,925 for the Vehicle Replacement Fund. The Operating Budget is funded by member contributions of \$3,554,197 from Fairfax, \$2,595,545 from Ross, \$6,182,890 from San Anselmo, and \$1,952,511 from Sleepy Hollow.

Outside revenues are estimated at \$1,148,190. Member contribution increases include: \$243,773 for Fairfax, (\$230,663) for Ross, \$424,137 for San Anselmo, and \$133,916 for Sleepy Hollow.

The estimated total beginning fund balance for FY 2025-2026 is \$3,831,775, of which \$251,122 is Vehicle Replacement, \$3,125,351 is Unassigned, \$28,300 is non-spendable, \$200,593 is Compensated Absences, \$106,409 is Technology, and \$120,000 is SCBA Fund.

The estimated ending fund balance is \$3,982,438 of which \$401,785 is Vehicle Replacement, \$3,125,351 is Unassigned, \$28,300 is non-spendable, \$200,593 is Compensated Absences, \$106,409 is Technology, and \$120,000 is SCBA Fund.

ATTACHMENTS:

Attachment #1: FY 2025-26 Budget

Attachment #2: Resolution 25-07 - Fiscal Year 2025-26 Budget