



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, June 11, 2025**

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

<https://us06web.zoom.us/j/85962245800>

Or Telephone: +1 669 900 6833 | Webinar ID: 859 6224 5800

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. **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.**

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HEADQUARTERS: 777 San Anselmo Avenue, San Anselmo, CA 94960 TEL: (415) 258-4686 FAX: (415) 258-4689 www.rossvalleyfire.org



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4. Open Session:

Public Hearing:

In general, the following procedural order applies to public hearing items:

- **Staff Presentation**
- **Board questions**
- **Public Comment - limited to 3 minutes/person**
- **Board discussion/action**

- a. Conduct a Public Hearing in Compliance with Assembly Bill 2561/Government Code Section 3502.3 regarding Vacancies, Recruitment, and Retention Efforts and accept the Annual Report on Staff Vacancies, Recruitment, and Retention Efforts as Required Under AB 2561

Item 4a – Staff Report - Annual Report on Staff Vacancies, Recruitment and Retention Efforts as Required Under AB 2561

Item 4a – Attachment #1 - Text for Assembly Bill No. 2561/Government Code Section 3502.3

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

Item 4b – Staff Report to Appoint Vice President to the Board for the remainder of 2025

- c. Adopt Resolution 25-06 Updating the Conflict of Interest Code

Item 4c – Staff Report - Updating the Conflict of Interest Code

Item 4c – Attachment #1 - Resolution 18-08 Conflict of Interest Code & Exhibit A Designated Positions

Item 4c – Attachment #2 - Resolution 25-06 Conflict of Interest Code & Exhibit A – Designation Positions

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.

- a) Receive call report and out of jurisdiction report for May

Item 5a(i) – Call Report

Item 5a(ii) – Out of Jurisdiction Report

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- b) Approve Minutes of the May 14, 2025 Board meeting

Item 5b – Minutes May 14, 2025

- c) Acknowledge check register issued during May

Item 5c – Check Register

- d) Receive current budget report

Item 5d – Budget Report

- e) Adopt Resolution 25-07 Approving Budget for FY 2025-26 - Finance Director Jeff Zuba & Fire Chief Mahoney

Item 5e – Staff Report - Adopt Budget for FY 2025-26

Item 5e – Attachment #1 - FY 2025-26 Budget

Item 5e – Attachment #2 - Resolution 25-07

- f) Adopt Resolution 25-08 Appointing a Representative and Alternate to the Marin Emergency Radio Authority Board of Directors - Fire Chief Mahoney

Item 5f – Staff Report - Appoint MERA Representative

Item 5f – Attachment #1 - Resolution 24-06

Item 5f – Attachment #2 - Resolution 25-08

6. Announce Adjournment to Closed Session:

Convene in Closed Session:

a) Conference with Labor Negotiators (Government Code 54957.6)

- i) Agency Designated Representative: Dave Donery
Employee Organization: Ross Valley Fire Chief Officers Association and
The Ross Valley Firefighters Association
Regarding: Labor Negotiations

7. Announce Action in Closed Session, if any.

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

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9. Adjourn

The next meeting is scheduled for Wednesday, July 9, 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 DEPARTMENT
STAFF REPORT**

For the Meeting of June 11, 2025

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Conduct a Public Hearing in Compliance with Assembly Bill 2561 / Government Code §3502.3 and Accept the Annual Report on Staff Vacancies, Recruitment and Retention Efforts as Required Under AB 2561

RECOMMENDATION:

Staff recommends that the Board conduct a public hearing in compliance with Assembly Bill 2561 / Government Code §3502.3 and accept the Annual AB 2561 Report on Staff Vacancies, Recruitment and Retention Efforts

DISCUSSION:

Assembly Bill (AB) 2561 was signed into law on September 22, 2024, and added §3502.3 to the California Government Code (Attachment #1). This legislation requires public agencies to present the status of job vacancies and recruitment/retention efforts at a public hearing at least once per fiscal year, and prior to adoption of the agency's final budget. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the agency must, upon request of the recognized employee organization, include additional information during the public hearing.

This report is provided in compliance with Government Code §3502.3. As of May 30, 2025, the Ross Valley Fire Department has the following vacancy rates:

Employee Group	Budgeted FTE	Vacancies	Vacancy Rate
International Association of Firefighters Local 1775	30	3 (FF/P)	10%
Ross Valley Fire Chief Officers Association	4	1 (BC-40)	25%
Unrepresented	5	1 (WPC)	20%

The International Association of Firefighters Local 1775 has three vacant Firefighter-Paramedic positions. The most recent recruitment, which closed in December 2024, resulted in the hiring of

one qualified Firefighter-Paramedic. The Department will reopen this recruitment in July 2025 with the goal of filling all three vacancies.

The Ross Valley Fire Chief Officers Association has one vacancy for the newly created 40-hour-per-week Battalion Chief position, which your Board approved effective July 1, 2024. Because the vacancy rate is at or above 20%, per AB 2561, Chief Mahoney advised the Ross Valley Fire Chief Officers Association that this report would be included on the June 11, 2025 Board Agenda and gave the Association an opportunity to make a presentation at this meeting, which was declined.

In April 2025, one of the three shift Battalion Chiefs retired after more than two decades of service. An internal promotional recruitment was completed, and the position was filled on May 1, 2025. The Department expects to fill the one open 40-hour-per-week Battalion Chief position in early 2026.

There is an active recruitment for the Wildfire Preparedness Coordinator, which closed on May 30, 2025. Interviews are expected to be held in mid-June with an expected start date in August.

Over the past year, the department has spent considerable time on recruitment efforts and has hired or promoted the following employees between July 1, 2024 and June 1, 2025:

- 5 Firefighter-Paramedics (hired)
- 1 Fire Prevention Inspector (hired)
- 1 Administrative Assistant (hired)
- 1 Battalion Chief (promoted)
- 2 Fire Captains (promoted)
- 2 Engineers (promoted)

CONCLUSION:

The Department continues to persevere in its continual recruitment efforts with a focus on operational response. Like other agencies in Marin County, Ross Valley Fire Department faces challenges related to high housing costs, long commute distances for non-resident employees and competition with neighboring jurisdictions for salary and benefits.

FISCAL IMPACT:

Not applicable.

ATTACHMENT:

Attachment #1 - Assembly Bill 2561 Text


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AB-2561 Local public employees: vacant positions. (2023-2024)

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Date Published: 09/23/2024 09:00 PM

Assembly Bill No. 2561

CHAPTER 409

An act to add Section 3502.3 to the Government Code, relating to public employment.

[Approved by Governor September 22, 2024. Filed with Secretary of State September 22, 2024.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2561, McKinnor. Local public employees: vacant positions.

Existing law, the Meyers-Milias-Brown Act (act), authorizes local public employees, as defined, to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on matters of labor relations. The act requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations and to consider fully presentations that are made by the employee organization on behalf of its members before arriving at a determination of policy or course of action.

This bill would, as specified, require a public agency to present the status of vacancies and recruitment and retention efforts at a public hearing at least once per fiscal year, and would entitle the recognized employee organization to present at the hearing. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the bill would require the public agency, upon request of the recognized employee organization, to include specified information during the public hearing. By imposing new duties on local public agencies, the bill would impose a state-mandated local program. The bill would also include related legislative findings.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement shall be made pursuant to these statutory provisions for costs mandated by the state pursuant to this act, but would recognize that a local agency or school district may pursue any available remedies to seek reimbursement for these costs.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

Item 4a
Attachment #1
Page 1/2

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:**SECTION 1.** The Legislature finds and declares as follows:

(a) Job vacancies in local government are a widespread and significant problem for the public sector affecting occupations across wage levels and educational requirements.

(b) High job vacancies impact public service delivery and the workers who are forced to handle heavier workloads, with understaffing leading to burnout and increased turnover that further exacerbate staffing challenges.

(c) There is a statewide interest in ensuring that public agency operations are appropriately staffed and that high vacancy rates do not undermine public employee labor relations.

SEC. 2. Section 3502.3 is added to the Government Code, to read:

3502.3. (a) (1) A public agency shall present the status of vacancies and recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year.

(2) If the governing board will be adopting an annual or multiyear budget during the fiscal year, the presentation shall be made prior to the adoption of the final budget.

(3) During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.

(b) The recognized employee organization for a bargaining unit shall be entitled to make a presentation at the public hearing at which the public agency presents the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.

(c) If the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the public agency shall, upon request of the recognized employee organization, include all of the following information during the public hearing:

(1) The total number of job vacancies within the bargaining unit.

(2) The total number of applicants for vacant positions within the bargaining unit.

(3) The average number of days to complete the hiring process from when a position is posted.

(4) Opportunities to improve compensation and other working conditions.

(d) This section shall not prevent the governing board from holding additional public hearings about vacancies.

(e) The provisions of this section are severable. If any provision of this section or its application is held invalid, the invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

(f) For purposes of this section, "recognized employee organization" has the same meaning as defined in subdivision (a) of Section 3501.

SEC. 3. The Legislature finds and declares that Section 2 of this act, which adds Section 3502.3 to the Government Code, furthers, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

It is in the public interest, and it furthers the purposes of paragraph (7) of subdivision (b) of Section (3) of Article I of the California Constitution, to ensure that information concerning public agency employment is available to the public.

SEC. 4. No reimbursement shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code for costs mandated by the state pursuant to this act. It is recognized, however, that a local agency or school district may pursue any remedies to obtain reimbursement available to it under Part 7 (commencing with Section 17500) and any other law.

Item 4a

Attachment #1
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ROSS VALLEY FIRE DEPARTMENT

STAFF REPORT

For the meeting of June 11, 2025

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Appoint Vice President to the Ross Valley Fire Department Board of Directors for 2025

RECOMMENDATION:

Staff recommends the Board appoint a Vice President to the Ross Valley Fire Department Board of Directors for the remainder of 2025.

BACKGROUND:

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

DISCUSSION:

In January 2025, the Board appointed Director Steve Burdo (San Anselmo) as the President and Director Elizabeth Robbins (Town of Ross) as the Vice President. Julie McMillan replaced Director Robbins as of the May 14, 2025 meeting. Therefore, a new Vice President needs to be appointed. In line with established practice, a member from Ross should be elected Vice President. Typically, the Vice President is appointed President the subsequent year.

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

Year	President	Vice President
June 2025	Steve Burdo (San Anselmo)	(Ross)
Jan 2025	Steve Burdo (San Anselmo)	Elizabeth Robbins (Ross)
Jan 2024	Thomas Finn (Sleepy Hollow)	Steve Burdo (San Anselmo)
Jan 2023	Stephanie Hellman (Fairfax)	Thomas Finn (Sleepy Hollow)
Jan 2022	Beach Kuhl (Ross)	Renee Goddard (Fairfax)
Jan 2021	Ford Greene (San Anselmo)	Beach Kuhl (Ross)

Jan 2020	Richard Shortall (Sleepy Hollow)	Ford Greene (San Anselmo)
Jan 2019	Peter Lacques (Fairfax)	Richard Shortall (Sleepy Hollow)
Jan 2018	Elizabeth Brekhus (Ross)	Peter Lacques (Fairfax)
Feb 2017	Tom McInerney (San Anselmo)	Elizabeth Brekhus (Ross)
Jan 2016	Richard Shortall (Sleepy Hollow)	Tom McInerney (San Anselmo)

FISCAL IMPACT:

There are no fiscal impacts to this report.

ATTACHMENTS:

None

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the Meeting of June 11, 2025

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Adopt Resolution 25-06 Updating the Conflict of Interest Code

RECOMMENDATION:

Staff recommends that the Board adopt Resolution 25-06, updating the Conflict of Interest Code for the Department.

DISCUSSION:

The Political Reform Act (Government Code Section 81000 et seq) requires local government agencies to adopt and promulgate conflict of interest codes, to review them every two years, and revise if necessary. Designations of positions and disclosure categories are made based on whether a position has decision-making authority that may have a material effect on any financial interest. Such individuals are required to submit a Statement of Economic Interest (Form 700).

The Marin County Board of Supervisors is the code reviewing body for Ross Valley Fire and will request a copy of the Department's updated code when they review all Conflict of Interest Codes, which is scheduled to occur in 2026.

The current code, adopted in 2018 per Resolution 18-08 (Attachment #1) includes the following positions: Contract Fire Chief, Contract Deputy Chief, Contract Deputy Director of Fire, Battalion Chief, Executive Officer, General Counsel, Consultant and any other position designated as a management position by the Fire Department Board of Directors.

The proposed revised code outlined in Resolution 25-06 (Attachment #2) reflects the change in management as the Fire Chief is no longer contracted, and the positions of Contract Deputy Chief and Contract Deputy Director of Fire are obsolete. The proposed changes include the removal of Battalion Chief, as this position is not "involved in the making or participation in making of decisions that may foreseeably have a material effect on any financial interest."

Per the Fair Political Practices Commission ("FPPC"), "The law requires consultants that make or participate in governmental decisions to file under the broadest disclosure category in the

agency's conflict of interest code. If the consultant performs limited duties, the agency may tailor the disclosure requirements to the duties performed.”

Members of the Board of Directors and the Alternate Members of the Board of Directors file under Government Code section 87200 and do not need to be included as part of this code, but are listed for informational purposes.

Please note the Department has been following the FPPC rules regarding Conflict of Interest and has ensured that the positions listed in the attached Resolution 25-06 have been filing Form 700 per FPPC rules. Resolution 25-06 reflects current practice.

CONCLUSION:

The Political Reform Act prohibits a public official from using his or her official position to influence government decisions in which he or she has a financial interest. The Ross Valley Fire Department is required to update the Conflict of Interest Code regularly every two years. Resolution 25-06 updates the department's Conflict of Interest Code.

FISCAL IMPACT:

There is no direct fiscal impact as a result of adopting this resolution.

ATTACHMENTS:

Attachment #1 – Resolution 18-08 Conflict of Interest Code & Exhibit A Designated Positions

Attachment #2 – Resolution 25-06 Conflict of Interest Code & Exhibit A Designated Positions

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 18-08

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT AMENDING THE
ROSS VALLEY FIRE DEPARTMENT CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Ross Valley Fire Department adopted a Conflict of Interest Code on January 11, 2001; and

WHEREAS, the Ross Valley Fire Department amended the Conflict of Interest Code on September 12, 2012; and

WHEREAS, Ross Valley Fire Department is required to review and update the Code every two years; and

WHEREAS, as a result of that review, several changes have been made to Code.

NOW, THEREFORE, BE IT RESOLVED, that the attached Conflict of Interest Code is hereby adopted as the Ross Valley Fire Department Conflict of Interest Code.

Adopted at a regular meeting of the Board of Directors of the Ross Valley Fire Department held on the 12th day of September 2018, by the following vote:

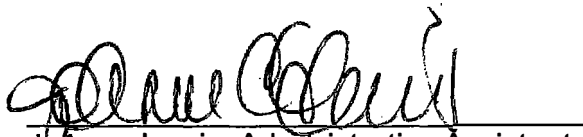
AYES: 7

NOES: 0

ABSENT: 1

ABSTAIN: 0


Elizabeth Brekhus, President


JoAnne Lewis, Administrative Assistant

CONFLICT OF INTEREST CODE FOR THE ROSS VALLEY FIRE DEPARTMENT

The Political Reform Act (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (FPPC) has adopted a regulation (2 Cal. Code of Regs. 18730) which contains the terms of a standard conflict of interest code which may be incorporated by reference in an agency's code, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act, following public notice and hearings. The terms of 2 Cal. Code of Regs. 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code for the Ross Valley Fire Department (the "Department").

Designated positions shall file statements of economic interests with the Ross Valley Fire Department. The Department shall make all statements available for public inspection and reproduction, pursuant to Government Code Section 81008.

APPENDIX A

Designated Positions

Contract Fire Chief, Contract Deputy Chief, Contract Deputy Director of Fire, Battalion Chief, Executive Officer, General Counsel, Consultant*, and any other position designated as a management position by the Fire Department Board of Directors. (The following positions are not covered by the code because they must file under Government Code section 87200 and, therefore are listed for informational purposes only: Members of the Board of Directors, Alternate Members of the Board of Directors.)

Disclosure

1. Investments and business positions in any business entities which, within the last two years, have contracted, or in the future may foreseeably contract, with the Department to provide services, supplies, materials, machinery or equipment.
2. Income from any other source which, within the last 12 months, has contracted, or in the future foreseeably may contract, with the Department to provide services, materials, machinery or equipment.
3. Interests in real property located in whole or in part either within the boundaries of the Department, or within two miles of the boundaries of the areas served by the Department, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property. This information need not be provided with respect to an interest in real property which is used as the principal residence of the designated member or employee.

* The Executive Officer may determine in writing that a particular consultant, although a designated position, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this appendix. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Officer's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 25-06

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT AMENDING
THE ROSS VALLEY FIRE DEPARTMENT CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Ross Valley Fire Department adopted a Conflict of Interest Code on January 11, 2001; and

WHEREAS, the Ross Valley Fire Department most recently amended the Conflict of Interest Code in 2018 per Resolution 18-08; and

WHEREAS, the Ross Valley Fire Department is required to review the Code every two years; and

WHEREAS, as a result of that review, several changes have been made to the Code;

NOW, THEREFORE, BE IT RESOLVED that the attached Conflict of Interest Code, Exhibit A, is hereby adopted as the Ross Valley Fire Department Conflict of Interest Code.

I hereby certify that the foregoing resolution was passed and adopted by the Ross Valley Fire Board on June 11, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Burdo, Board President

Date

ATTEST:

Lauren Houde, Administrative Assistant

Date

Exhibit A
Ross Valley Fire Department Conflict of Interest Code

Designated Position

Fire Chief, Executive Officer, General Counsel, Consultant* and any other position designated as a management position by the Fire Department Board of Directors who may be involved in the making or participation in making of decisions that may foreseeably have a material effect on any financial interest. The following positions are not covered by the code because they must file under Government Code section 87200 and, there are listed for informational purposes only: Members of the Ross Valley Fire Board and Alternate Members of the Ross Valley Fire Board.

*The law requires consultants that make or participate in making governmental decisions to file under the broadest disclosure category in the agency's conflict of interest code the consultant works for. If the consultant performs limited duties, the agency may tailor the disclosure requirements to the duties performed. If the agency provides tailored disclosure, the Ross Valley Fire Department's Executive Officer must provide a written description of the position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Officer's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest.

Ross Valley Fire Dept

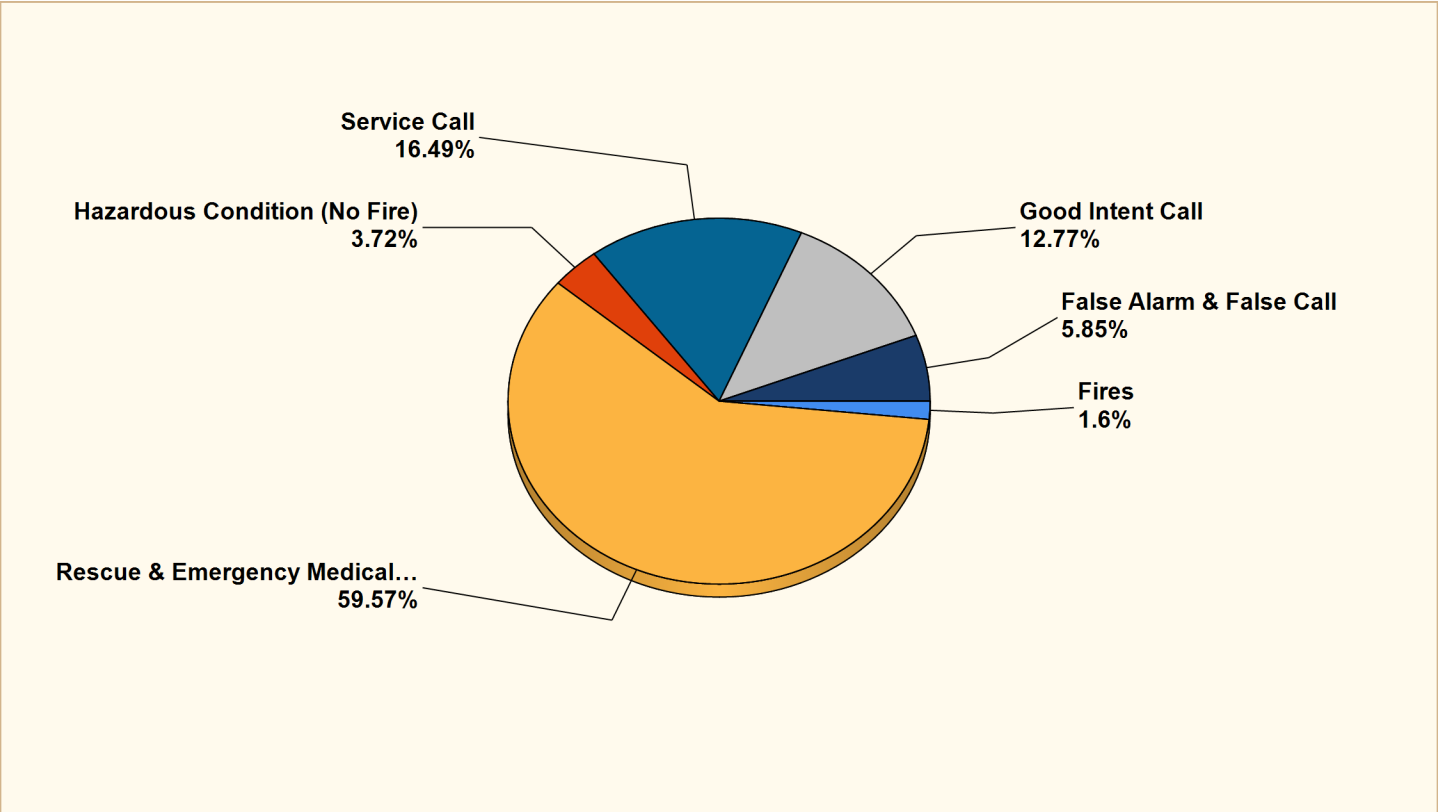
San Anselmo, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2025 | End Date: 05/31/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	1.6%
Rescue & Emergency Medical Service	112	59.57%
Hazardous Condition (No Fire)	7	3.72%
Service Call	31	16.49%
Good Intent Call	24	12.77%
False Alarm & False Call	11	5.85%
TOTAL	188	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.

Item 5a(i)



**EMERGENCY
REPORTING**

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
118 - Trash or rubbish fire, contained	2	1.06%
137 - Camper or recreational vehicle (RV) fire	1	0.53%
321 - EMS call, excluding vehicle accident with injury	108	57.45%
322 - Motor vehicle accident with injuries	3	1.6%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.53%
400 - Hazardous condition, other	1	0.53%
412 - Gas leak (natural gas or LPG)	2	1.06%
424 - Carbon monoxide incident	1	0.53%
440 - Electrical wiring/equipment problem, other	3	1.6%
500 - Service Call, other	2	1.06%
511 - Lock-out	1	0.53%
550 - Public service assistance, other	3	1.6%
552 - Police matter	1	0.53%
553 - Public service	14	7.45%
554 - Assist invalid	10	5.32%
600 - Good intent call, other	3	1.6%
611 - Dispatched & cancelled en route	15	7.98%
622 - No incident found on arrival at dispatch address	4	2.13%
651 - Smoke scare, odor of smoke	1	0.53%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.53%
700 - False alarm or false call, other	2	1.06%
733 - Smoke detector activation due to malfunction	1	0.53%
735 - Alarm system sounded due to malfunction	1	0.53%
740 - Unintentional transmission of alarm, other	1	0.53%
743 - Smoke detector activation, no fire - unintentional	5	2.66%
745 - Alarm system activation, no fire - unintentional	1	0.53%
TOTAL INCIDENTS:	188	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.

Item 5a(i)



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Ross Valley Fire Dept

San Anselmo, CA

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Incident Type Count per Station for Date Range

Start Date: 05/01/2025 | End Date: 05/31/2025

INCIDENT TYPE	# INCIDENTS
Station: 18 - STATION 18	
321 - EMS call, excluding vehicle accident with injury	21
553 - Public service	2
554 - Assist invalid	1
611 - Dispatched & cancelled en route	5
743 - Smoke detector activation, no fire - unintentional	1

Incidents for 18 - Station 18 :

30

Station: 19 - STATION 19	
118 - Trash or rubbish fire, contained	1
321 - EMS call, excluding vehicle accident with injury	32
322 - Motor vehicle accident with injuries	2
500 - Service Call, other	1
550 - Public service assistance, other	2
553 - Public service	3
554 - Assist invalid	2
600 - Good intent call, other	3
611 - Dispatched & cancelled en route	7
622 - No incident found on arrival at dispatch address	3
652 - Steam, vapor, fog or dust thought to be smoke	1
700 - False alarm or false call, other	1
743 - Smoke detector activation, no fire - unintentional	3

Incidents for 19 - Station 19:

61

Station: 20 - STATION 20	
118 - Trash or rubbish fire, contained	1
321 - EMS call, excluding vehicle accident with injury	13
322 - Motor vehicle accident with injuries	1
412 - Gas leak (natural gas or LPG)	2
440 - Electrical wiring/equipment problem, other	2
553 - Public service	4
554 - Assist invalid	3
611 - Dispatched & cancelled en route	1
733 - Smoke detector activation due to malfunction	1
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	1

Only REVIEWED incidents included.

Item 5a(ii)



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INCIDENT TYPE	# INCIDENTS
745 - Alarm system activation, no fire - unintentional	1

Incidents for 20 - Station 20:

31

Station: 21 - STATION 21	
137 - Camper or recreational vehicle (RV) fire	1
321 - EMS call, excluding vehicle accident with injury	42
323 - Motor vehicle/pedestrian accident (MV Ped)	1
400 - Hazardous condition, other	1
424 - Carbon monoxide incident	1
440 - Electrical wiring/equipment problem, other	1
500 - Service Call, other	1
511 - Lock-out	1
550 - Public service assistance, other	1
552 - Police matter	1
553 - Public service	5
554 - Assist invalid	4
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
700 - False alarm or false call, other	1
735 - Alarm system sounded due to malfunction	1

Incidents for 21 - Station 21:

66

Only REVIEWED incidents included.

Item 5a(ii)



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ROSS VALLEY FIRE DEPARTMENT
Minutes of the Ross Valley Fire Board of May 14, 2025

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

6:30 pm RVFD Board Meeting

1. Call to order – 6:30 pm.

Board Present: Dowling, McMillan, Burdo, Walker, Finn, Shortall, Coler, Hellman
Board Absent: Kircher

2. Chief Report – Verbal update by Fire Chief Mahoney

Recruitment: The Firefighter-Paramedic recruitment will begin after the negotiation process is complete. The Wildfire Preparedness Coordinator closes May 30. Lucas Dentoni began on April 1 as Fire Inspector. A job offer was made to Lauren Houde as Administrative Assistant.

The focus has been on supporting employees in regards to the accident in Woodacre, including a diffusing to help process emotions and a debriefing with multiple agencies involved in the incident.

Director Finn inquired about the changes in call types the past month. Chief Mahoney said April is often a slower time of year and call types can fluctuate.

3. 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.

No public comment.

4. 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. (6:39 pm)

No public comment.

M/S Coler/Finn to approve consent agenda - roll call vote, eight ayes: Dowling, McMillan, Burdo, Walker, Finn, Shortall, Coler, Hellman



Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

5. Authorize the Board President to execute a Professional Services Agreement with the Town of San Anselmo that includes renewing the 2020 financial services agreement with an expanded scope and adding a human resources function.

Chief Mahoney and Jeff Zuba fielded questions from the Board related to the capacity of the Town to handle additional work and what happens should legal counsel be needed in handling HR issues. The Board would like a progress report in six months.

No public comment.

M/S Finn/Hellman to approve consent agenda - roll call vote, eight ayes: Dowling, McMillan, Burdo, Walker, Finn, Shortall, Coler, Hellman

6. Review Fiscal Year 2025-2026 Proposed Budget & Five-Year Budget Projection – Finance Director Jeff Zuba (6:50 pm)

Item 6 – Staff Report for Fiscal Year 2025-2026 Proposed Budget & Five-Year Budget Projection

Item 6 – Attachment #1 – FY 2025-26 Proposed Budget

Item 6 – Attachment #2 – Five-Year Financial Forecast

Chief Mahoney summarized the staff report. Jeff Zuba presented a PowerPoint and fielded questions from the Board on the following topics: RVPA is still working on the paramedic incentive calculations so an estimate has been included in the budget. Jeff explained how the salary savings from closing Station 18 affects the participating agencies. Jeff consulted with advisors about refinancing the pension liability in 2022 but it was not financially advantageous at that time. The unfunded liability is approximately \$19m. The five year forecast will be revised after negotiations and we will know salary savings from Ross station in early 2026. Explanation was given on two of the benefit line items. The unassigned reserves are not found in the line item budget but are outlined in the staff report and the reserve policy set by the Board is followed. Reserves are held for one-time costs, not on-going costs. Reserves are in the LAIF account.

Chief Mahoney fielded questions on the following topics: Changes in line items in the budget where one increased and another decreased. The budget does not include any significant one time expenses. We would need to look at the budget further for additional possible savings. We are not replacing the burn trailer or putting more money into it for firefighting purposes.

No public comment.

No action needed.



Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

7. Approve Side Letter with the International Association of Firefighters Local 1775 and the Ross Valley Fire Department, increasing staffing to Minimum Emergency Response Force from 9 to 10 firefighters daily. (7:20 pm)

Item 7 - Staff Report - Increase Staffing to Minimum Emergency Response Force

Item 7 - Attachment #1- Staff Report October 11, 2023 - Consider Recommendation from Labor Management Subcommittee Relating to Increased Staffing

Item 7 - Attachment #2 - Approved Side Letter dated June 12, 2024: Creation of Firefighter Paramedic Position Between Ross Valley Fire Department and IAFF Local 1775

Item 7 - Attachment #3 - Side Letter: Increase Staffing to Minimum Emergency Response Force between Ross Valley Fire Department and Ross Valley Firefighters' Association IAFF Local 1775

Chief Mahoney summarized the staff report and explained this side letter will be incorporated into the new MOU. Several Directors expressed words of acknowledgement on reaching this goal. Director Shortall offered to have an onboarding process for new Board Members since things like this item can be complex. Chief Mahoney said he is looking at creating a handbook.

No public comment.

M/S Coler/Hellman to approve consent agenda - roll call vote, eight ayes: Dowling, McMillan, Burdo, Walker, Finn, Shortall, Coler, Hellman

President Burdo formally welcomed Director McMillan and Director Dowling and expressed his admiration for their work in Ross. Director Hellman noted the Board has a female majority.

8. Announce Adjournment to Closed Session: (7:28 pm)

No public comment.

Convene in Closed Session:

a) Conference with Labor Negotiators (Government Code 54957.6)

- i) Agency Designated Representative: Dave Donery
Employee Organization: Ross Valley Fire Chief Officers Association and
The Ross Valley Firefighters Association
Regarding: Labor Negotiations

9. Announce Action in Closed Session, if any.

The Board took no reportable action. (9:00 pm)



Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

10. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.
11. Adjourn

The next meeting is scheduled for Wednesday, June 11, 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.



Ross Valley Fire, CA

Check Report

By Check Number

Date Range: 05/01/2025 - 05/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01058	Able Tire & Brake	05/06/2025	Regular	0.00	800.00	24308
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
695247	Invoice	04/30/2025	04.30.2025 - FLEET TIRE INSPECTION/SER	0.00	800.00	
01.25.62989.00			FLEET PARTS		800.00	
01326	AMAZON.COM SERVICES LLC	05/06/2025	Regular	0.00	158.77	24309
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
14C6-FNDR-9W1	Invoice	04/28/2025	04.28.2025 - DOOR HOLE COVER/ANT GEL	0.00	43.12	
01.14.61500.20			BUILDING MAINTENANCE		43.12	
16K7-9JJW-9KX9	Invoice	04/28/2025	04.28.2025 - SHOWER CADDY	0.00	78.62	
01.14.61500.20			BUILDING MAINTENANCE		78.62	
1LNK-6YPQ-7NGP	Invoice	04/28/2025	04.28.2025 - WEDGE BAG LEVELING KIT	0.00	37.03	
01.10.61410.00			EQUIPMENT MAINTENAN		37.03	
01433	AT&T Corp	05/06/2025	Regular	0.00	2,689.69	24310
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
251044907	Invoice	04/27/2025	04.27.2025 - WIRELESS - 03.11.25-04.10.2	0.00	2,689.69	
01.14.61705.00			TELEPHONE		2,689.69	
01148	Brian Costello	05/06/2025	Regular	0.00	900.00	24311
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2025-2	Invoice	04/30/2025	04.30.2025 - ONGOING MAINTENANCE	0.00	900.00	
01.05.61121.00			COMPUTER SOFTWARE/S		840.00	
01.14.63044.00			TECHNOLOGY PURCHASE		60.00	
01016	Diego Truck Repair Inc	05/06/2025	Regular	0.00	6,568.92	24312
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
71051	Invoice	04/21/2025	04.21.2025 - 2020 PIERCE FIRETRUCK - 90	0.00	2,322.74	
01.25.61600.00			FLEET MAINTENANCE/RE		2,322.74	
71065	Invoice	04/23/2025	04.23.2025 - 2006 PIERCE ALLWHEEL - 90	0.00	2,424.67	
01.25.61600.00			FLEET MAINTENANCE/RE		2,424.67	
71081	Invoice	04/25/2025	04.25.2025 - 2023 PIERCE ENFORCER - 90	0.00	1,821.51	
01.25.61600.00			FLEET MAINTENANCE/RE		1,821.51	
01272	Diesel Direct West Inc	05/06/2025	Regular	0.00	391.59	24313
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
86505155	Invoice	04/25/2025	04.25.2025 - GASOLINE UNL - 70.1 GAL	0.00	391.59	
01.25.62988.00			FUEL		391.59	
01020	PG&E	05/06/2025	Regular	0.00	1,364.46	24314
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
758-04222025	Invoice	04/22/2025	758 - UTILITIES - 03.05.2025-04.02.2025	0.00	1,364.46	
01.14.61702.00			GAS AND ELECTRIC		1,364.46	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	05/06/2025	Regular	0.00	167.92	24315

Check Report

Date Range: 05/01/2025 - 05/31/2025

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		
5080615574	Invoice	04/28/2025	04.28.2025 - NON GARMENT LAUNDRY C	0.00	44.28	
	01.14.62206.00		JANITORIAL MAINTENAN		44.28	
5080615575	Invoice	04/28/2025	04.28.2025 - NON GARMENT LAUNDRY C	0.00	91.14	
	01.14.62206.00		JANITORIAL MAINTENAN		91.14	
5080616517	Invoice	04/29/2025	04.29.2025 - NON GARMENT LAUNDRY C	0.00	32.50	
	01.14.62206.00		JANITORIAL MAINTENAN		32.50	
01073	U.S. Bank (CalCARD)	05/06/2025	Regular	0.00	11,541.20	24316
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0008111	Invoice	03/24/2025	02.24.2025 - MAHONEY - STAMPS.COM	0.00	19.99	
	01.05.62000.00		OFFICE SUPPLIES		19.99	
INV0008112	Invoice	03/24/2025	02.25.2025 - MAHONEY - SAFEWAY	0.00	87.04	
	01.05.61129.00		HIRING EXPENSES		87.04	
INV0008113	Invoice	03/24/2025	03.01.2025 - MAHONEY - MARTIN & HAR	0.00	545.16	
	01.14.61500.20		BUILDING MAINTENANCE		545.16	
INV0008114	Invoice	03/24/2025	03.01.2025 - MAHONEY - AIRPORT HOME	0.00	891.46	
	01.14.61500.20		BUILDING MAINTENANCE		891.46	
INV0008115	Invoice	03/24/2025	03.02.2025 - MAHONEY - THE HOME DEP	0.00	30.57	
	01.14.61500.20		BUILDING MAINTENANCE		30.57	
INV0008116	Invoice	03/24/2025	03.22.2025 - MAHONEY - ZOOM	0.00	89.00	
	01.05.61105.00		OTHER CONTRACT SERVI		89.00	
INV0008117	Invoice	03/24/2025	03.21.2025 - MAHONEY - STAPLES	0.00	188.65	
	01.05.62000.00		OFFICE SUPPLIES		188.65	
INV0008118	Invoice	03/24/2025	03.04.2025 - POPKEN - AAA APPLIANCE R	0.00	120.00	
	01.14.61500.19		BUILDING MAINTENANCE		120.00	
INV0008119	Invoice	03/24/2025	03.16.2025 - POPKEN/BARONA - AAA APP	0.00	209.72	
	01.05.62200.00		GENERAL DEPARTMENT S		-1,309.91	
	01.14.61500.19		BUILDING MAINTENANCE		1,519.63	
INV0008120	Invoice	03/24/2025	02.25.2025 - ILLINGWORTH - DROPBOX	0.00	119.88	
	01.10.61000.00		TRAINING AND EDUCATIO		119.88	
INV0008121	Invoice	03/24/2025	02.26.2025 - ILLINGWORTH - CREEKSIDE P	0.00	100.92	
	01.10.61000.00		TRAINING AND EDUCATIO		100.92	
INV0008122	Invoice	03/24/2025	03.06.2025 - ILLINGWORTH - COMFORTS	0.00	222.99	
	01.10.61000.00		TRAINING AND EDUCATIO		222.99	
INV0008123	Invoice	03/24/2025	03.12.2025 - ILLINGWORTH - SOUTHWEST	0.00	346.96	
	01.10.61000.00		TRAINING AND EDUCATIO		346.96	
INV0008124	Invoice	03/24/2025	03.12.2025 - HOGGAN - COSTCO	0.00	452.25	
	01.14.61500.20		BUILDING MAINTENANCE		452.25	
INV0008125	Invoice	03/24/2025	03.13.2025 - BARONA - THE UPS STORE	0.00	16.10	
	01.05.62003.00		POSTAGE		16.10	
INV0008126	Invoice	03/24/2025	03.17.2025 - BARONA - BEST BUY	0.00	311.89	
	01.14.63042.00		EXERCISE EQUIPMENT		311.89	
INV0008127	Invoice	03/24/2025	03.01.2025 - BARSOCCHINI - SOUTHWEST	0.00	781.90	
	01.10.61000.00		TRAINING AND EDUCATIO		781.90	
INV0008128	Invoice	03/24/2025	03.15.2025 - BARSOCCHINI - CANNERY H	0.00	433.32	
	01.10.61000.00		TRAINING AND EDUCATIO		764.09	
	01.10.61000.00		TRAINING AND EDUCATIO		-89.27	
	01.10.61000.00		TRAINING AND EDUCATIO		-80.50	
	01.10.61000.00		TRAINING AND EDUCATIO		-80.50	
	01.10.61000.00		TRAINING AND EDUCATIO		-80.50	
INV0008129	Invoice	03/24/2025	03.17.2025 - BARSOCCHINI - CANNERY H	0.00	764.09	

Check Report

Date Range: 05/01/2025 - 05/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.10.61000.00	TRAINING AND EDUCATIO	03.17.2025 - BARSOCCHINI - CA		764.09	
INV0008130	Invoice	03/24/2025	03.16.2025 - BARSOCCHINI - CA FIRE EXPL	0.00	3,347.50	
	01.10.60065.02	EXPLORER POST	03.16.2025 - BARSOCCHINI - CA		3,347.50	
INV0008131	Invoice	03/24/2025	03.16.2025 - BARSOCCHINI - HABIT BURG	0.00	123.02	
	01.10.60065.02	EXPLORER POST	03.16.2025 - BARSOCCHINI - HA		123.02	
INV0008132	Invoice	03/24/2025	03.20.2025 - BARSOCCHINI - WALGREENS	0.00	33.37	
	01.10.60065.02	EXPLORER POST	03.20.2025 - BARSOCCHINI - WA		33.37	
INV0008133	Invoice	03/24/2025	03.23.2025 - BARSOCCHINI - UBER	0.00	79.02	
	01.10.60065.02	EXPLORER POST	03.23.2025 - BARSOCCHINI - UB		79.02	
INV0008134	Invoice	03/24/2025	03.20.2025 - BARSOCCHINI - OFFICE DEPO	0.00	367.34	
	01.05.62200.00	GENERAL DEPARTMENT S	03.20.2025 - BARSOCCHINI - OF		367.34	
INV0008135	Invoice	03/24/2025	03.22.2025 - BARSOCCHINI - ENTERPRISE	0.00	1,262.68	
	01.10.61000.00	TRAINING AND EDUCATIO	03.22.2025 - BARSOCCHINI - EN		1,262.68	
INV0008136	Invoice	03/24/2025	03.23.2025 - BARSOCCHINI - CANNERY H	0.00	80.50	
	01.10.61000.00	TRAINING AND EDUCATIO	03.23.2025 - BARSOCCHINI - CA		80.50	
INV0008137	Invoice	03/24/2025	03.11.2025 - GALLI - MYSTERY RANCH BA	0.00	320.46	
	01.10.62213.00	PERSONAL PROTECTIVE E	03.11.2025 - GALLI - MYSTERY R		320.46	
INV0008138	Invoice	03/24/2025	02.27.2025 - GRASSER - MAILCHIMP	0.00	100.00	
	01.05.61129.00	HIRING EXPENSES	02.27.2025 - GRASSER - MAILCH		100.00	
INV0008139	Invoice	03/24/2025	03.06.2025 - GRASSER - TWILIO	0.00	40.03	
	01.14.61705.00	TELEPHONE	03.06.2025 - GRASSER - TWILIO		40.03	
INV0008140	Invoice	03/24/2025	03.07.2025 - GRASSER - JOTFORM	0.00	49.00	
	01.05.61129.00	HIRING EXPENSES	03.07.2025 - GRASSER - JOTFOR		49.00	
INV0008141	Invoice	03/24/2025	03.24.2025 - RVFD - US BANK - LATE FEE	0.00	6.39	
	01.05.61103.00	AUDIT & BOOKEEPING SE	03.24.2025 - RVFD - US BANK - L		6.39	
	Void	05/06/2025	Regular	0.00	0.00	24317
	Void	05/06/2025	Regular	0.00	0.00	24318
01326	AMAZON.COM SERVICES LLC	05/13/2025	Regular	0.00	34.94	24319
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
11N7-RTW7-KGD	Invoice	05/07/2025	05.07.2025 - 10 KEY KEYBOARD	0.00	34.94	
	01.05.62000.00		OFFICE SUPPLIES		34.94	
01059	AT&T Mobility	05/13/2025	Regular	0.00	1,159.55	24320
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
287301083016X0	Invoice	05/02/2025	05.02.2025 - WIRELESS - 04.03.25-05.02.2	0.00	1,159.55	
	01.14.61705.00		TELEPHONE		1,159.55	
01487	Brady Industries NorCal	05/13/2025	Regular	0.00	1,004.11	24321
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
10001246	Invoice	04/18/2025	04.18.2025 - JANITORIAL SUPPLIES	0.00	1,004.11	
	01.14.62206.00		JANITORIAL MAINTENAN		1,004.11	
01128	Brian Sheldon McCarthy	05/13/2025	Regular	0.00	1,400.00	24322
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008171	Invoice	04/28/2025	04.28.2025 - FIRE MITIGATION - 04.16.25-	0.00	1,400.00	
	01.15.61903.00		MWPA Local Projects		1,400.00	
01511	Burke, Williams & Sorenson LLP	05/13/2025	Regular	0.00	29,864.70	24323

Check Report

Date Range: 05/01/2025 - 05/31/2025

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			
341049	Invoice	04/21/2025	04.21.2025 - LABOR NEGOTIATIONS - MA	0.00	29,864.70	
	01.05.61105.00		OTHER CONTRACT SERVI		29,864.70	
01016	Diego Truck Repair Inc	05/13/2025	Regular	0.00	2,826.36	24324
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
70726	Invoice	03/03/2025	03.03.202 - 2020 PIERCE ENFORCER - FR B	0.00	2,826.36	
	01.25.61600.00		FLEET MAINTENANCE/RE		2,826.36	
01272	Diesel Direct West Inc	05/13/2025	Regular	0.00	2,153.29	24325
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
86515486	Invoice	05/01/2025	05.01.2025 - GASOLINE UNL - 55.4 GAL	0.00	315.36	
	01.25.62988.00		FUEL		315.36	
86515487	Invoice	05/01/2025	05.01.2025 - ULSD CLEAR 361.7 GAL	0.00	1,837.93	
	01.25.62988.00		FUEL		1,837.93	
01150	Fire Safety Supply Inc	05/13/2025	Regular	0.00	102.23	24326
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
125317	Invoice	04/29/2025	04.29.2025 - FIRE EXTINGUISHERS	0.00	102.23	
	01.10.61410.00		EQUIPMENT MAINTENAN		102.23	
01363	Forster & Kroeger Landscape Maintenance, Inc.	05/13/2025	Regular	0.00	14,000.00	24327
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10276	Invoice	05/01/2025	05.01.2025 - FIRE FUEL REDUCTION - ALLY	0.00	14,000.00	
	01.15.61903.00		MWPA Local Projects		14,000.00	
01485	Julian Goldman	05/13/2025	Regular	0.00	360.00	24328
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0008170	Invoice	05/11/2025	05.11.2025 - REIMB - INT WILDLAND FIRE	0.00	360.00	
	01.10.61000.00		TRAINING AND EDUCATIO		360.00	
01234	Napa Auto Parts	05/13/2025	Regular	0.00	130.37	24329
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
935114	Invoice	05/04/2025	05.04.2025 - DIESEL EXHAUST FLUID	0.00	130.37	
	01.25.62988.00		FUEL		120.18	
	01.25.62989.00		FLEET PARTS		10.19	
01020	PG&E	05/13/2025	Regular	0.00	1,293.56	24330
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
006-05062025	Invoice	05/06/2025	006 - TEMP FACILITIES - 04.01.25-04.29.2	0.00	1,293.56	
	01.14.61702.00		GAS AND ELECTRIC		1,293.56	
01132	Scott Porter	05/13/2025	Regular	0.00	7,611.28	24331
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0008173	Invoice	04/14/2025	04.14.2025 - ADVANCE DISABILITY PAYME	0.00	7,611.28	
	01.00.62999.00		CONTINGENCY		7,611.28	
01118	Tim Grasser	05/13/2025	Regular	0.00	8,790.98	24332

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Date Range: 05/01/2025 - 05/31/2025

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		
INV0008172	Invoice	04/14/2025	04.14.2025 - ADVANCE DISABILITY PAYME	0.00	8,790.98	
	01.00.62999.00		CONTINGENCY		8,790.98	
01098	Verizon Wireless	05/13/2025	Regular	0.00	5,106.21	24333
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6112474754	Invoice	05/01/2025	05.01.2025 - WIRELESS 05.02.25-06.01.25	0.00	5,106.21	
	01.14.61705.00		TELEPHONE		1,015.97	
	01.14.63044.00		TECHNOLOGY PURCHASE		4,090.24	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	05/13/2025	Regular	0.00	128.78	24334
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5080619232	Invoice	05/05/2025	05.05.2025 - NON GARMENT LAUNDRY SE	0.00	44.28	
	01.14.62206.00		JANITORIAL MAINTENAN		44.28	
5080619233	Invoice	05/05/2025	05.05.2025 - NON GARMENT LAUNDRY SE	0.00	84.50	
	01.14.62206.00		JANITORIAL MAINTENAN		84.50	
01326	AMAZON.COM SERVICES LLC	05/19/2025	Regular	0.00	126.03	24335
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
17JH-G4X4-9436	Invoice	05/13/2025	05.13.2025 - FLOOR FAN	0.00	84.53	
	01.14.63042.00		EXERCISE EQUIPMENT		84.53	
1914-9VDV-G3M	Invoice	05/12/2025	05.12.2025 - ANITBACTERIAL HAND WAS	0.00	41.50	
	01.14.62206.00		JANITORIAL MAINTENAN		41.50	
01026	AT&T Calnet	05/19/2025	Regular	0.00	825.01	24336
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
575-05102025	Invoice	05/10/2025	05.10.2025 - WIRELESS - 04.10.25-05.09.2	0.00	825.01	
	01.14.61705.00		TELEPHONE		825.01	
01272	Diesel Direct West Inc	05/19/2025	Regular	0.00	305.86	24337
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
86531589	Invoice	05/09/2025	05.09.2025 - GASOLINE UNL - 50.2 GAL	0.00	305.86	
	01.25.62988.00		FUEL		305.86	
01017	Fairfax Lumber	05/19/2025	Regular	0.00	23.41	24338
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
297103	Invoice	05/13/2025	05.13.2025 - FH21 - TUBES	0.00	23.41	
	01.25.62989.00		FLEET PARTS		23.41	
01523	JLD Investigations	05/19/2025	Regular	0.00	1,545.00	24339
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25-005	Invoice	05/02/2025	05.02.2025 - ADMIN ASST BGI	0.00	1,545.00	
	01.05.61129.00		HIRING EXPENSES		1,545.00	
01200	Kronos Inc	05/19/2025	Regular	0.00	6,230.02	24340
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
110010000220	Invoice	05/05/2025	05.05.2025 - UKG TELESTAFF CLOUD FY25	0.00	6,230.02	
	01.05.61121.00		COMPUTER SOFTWARE/S		6,230.02	
01028	L. N. Curtis and Sons	05/19/2025	Regular	0.00	207.16	24341

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Date Range: 05/01/2025 - 05/31/2025

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		
INV933781	Invoice	04/02/2025	04.02.2025 - CITROSQUEEZE TURNOUT CL	0.00	207.16	
	01.10.62213.00		PERSONAL PROTECTIVE E		207.16	
01037	Marin Municipal Water District	05/19/2025	Regular	0.00	303.53	24342
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
135-05082025	Invoice	05/08/2025	135 - 14-18 PARK RD - 03.06.25-05.05.25	0.00	251.78	
	01.14.61703.00		WATER		251.78	
263-05082025	Invoice	05/08/2025	263 - 14-18 PARK RD - 03.06.25-05.05.25	0.00	51.75	
	01.14.61703.00		WATER		51.75	
01276	Municipal Emergency Services, Inc	05/19/2025	Regular	0.00	11,112.91	24343
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
IN2259124	Invoice	05/09/2025	05.09.2025 - SEEK FIREPRO THERMAL IM	0.00	11,112.91	
	01.10.63131.00		EQUIPMENT		11,112.91	
01234	Napa Auto Parts	05/19/2025	Regular	0.00	288.33	24344
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
936962	Invoice	05/14/2025	05.14.2025 - AUTO FLUIDS	0.00	288.33	
	01.10.63131.00		EQUIPMENT		288.33	
01095	Richards Watson Gershon	05/19/2025	Regular	0.00	885.00	24345
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
252844	Invoice	04/30/2025	04.30.2025 - GENERAL LEGAL SERVICES -	0.00	885.00	
	01.05.61107.00		ATTORNEY/LEGAL FEES		885.00	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	05/19/2025	Regular	0.00	225.06	24346
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5080620147	Invoice	05/06/2025	05.06.2025 - NON GARMENT LAUNDRY SE	0.00	32.50	
	01.14.62206.00		JANITORIAL MAINTENAN		32.50	
5080622879	Invoice	05/12/2025	05.12.2025 - NON GARMENT LAUNDRY SE	0.00	53.76	
	01.14.62206.00		JANITORIAL MAINTENAN		53.76	
5080622880	Invoice	05/12/2025	05.12.2025 - NON GARMENT LAUNDRY SE	0.00	100.62	
	01.14.62206.00		JANITORIAL MAINTENAN		100.62	
5080623815	Invoice	05/13/2025	05.13.2025 - NON GARMENT LAUNDRY SE	0.00	38.18	
	01.14.62206.00		JANITORIAL MAINTENAN		38.18	
01444	Winner Chevrolet	05/19/2025	Regular	0.00	27,073.24	24347
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11155-1	Invoice	05/07/2025	05.07.2025 - DIAMOND TRUCK BODY UPF	0.00	27,073.24	
	15.00.63154.00		VEHICLE PURCHASE		27,073.24	
01073	U.S. Bank (CalCARD)	05/20/2025	Regular	0.00	21,692.98	24348
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0008175	Invoice	04/22/2025	03.24.2025 - MAHONEY - STAMPS.COM	0.00	19.99	
	01.05.62003.00		POSTAGE		19.99	
INV0008176	Invoice	04/22/2025	03.24.2025 - MAHONEY - INSTALATA'S	0.00	60.89	
	01.05.62200.00		GENERAL DEPARTMENT S		60.89	
INV0008177	Invoice	04/22/2025	03.27.2025 - MAHONEY - STAMPS.COM	0.00	50.00	
	01.05.62003.00		POSTAGE		50.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0008178	Invoice	04/22/2025	03.26.2025 - MAHONEY - STARBUCKS	0.00	10.90	
	01.05.62200.00		GENERAL DEPARTMENT S	03.26.2025 - MAHONEY - STARB	10.90	
INV0008179	Invoice	04/22/2025	04.08.2025 - MAHONEY - HALF DAY CAFE	0.00	48.32	
	01.05.62200.00		GENERAL DEPARTMENT S	04.08.2025 - MAHONEY - HALF	48.32	
INV0008180	Invoice	04/22/2025	04.12.2025 - MAHONEY - GOOD EARTH	0.00	7.50	
	01.05.62200.00		GENERAL DEPARTMENT S	04.12.2025 - MAHONEY - GOOD	7.50	
INV0008181	Invoice	04/22/2025	04.16.2025 - MAHONEY - GRAMMARLY	0.00	144.00	
	01.05.61105.00		OTHER CONTRACT SERVI	04.16.2025 - MAHONEY - GRAM	144.00	
INV0008182	Invoice	04/22/2025	04.11.2025 - BASTIANON - GO TO MEETIN	0.00	349.99	
	01.14.63044.00		TECHNOLOGY PURCHASE	04.11.2025 - BASTIANON - GO T	349.99	
INV0008183	Invoice	04/22/2025	03.24.2025 - PETERSON - AAA APPLIANCE	0.00	338.41	
	01.14.61500.18		BUILDING MAINTENANCE	03.24.2025 - PETERSON - AAA A	338.41	
INV0008184	Invoice	04/22/2025	04.04.2025 - POPKEN - CHASSIS UNLIMITE	0.00	3,028.39	
	01.10.63131.00		EQUIPMENT	04.04.2025 - POPKEN - CHASSIS	3,028.39	
INV0008185	Invoice	04/22/2025	04.11.2025 - POPKEN - CAMPWAYS	0.00	4,555.12	
	15.00.63154.00		VEHICLE PURCHASE	04.11.2025 - POPKEN - CAMPW	4,555.12	
INV0008186	Invoice	04/22/2025	04.04.2025 - POPKEN - NOREGON SYSTE	0.00	1,699.00	
	01.25.62989.00		FLEET PARTS	04.04.2025 - POPKEN - NOREGO	1,699.00	
INV0008187	Invoice	04/22/2025	04.04.2025 - ILLINGWORTH - ZOOM	0.00	159.90	
	01.10.61000.00		TRAINING AND EDUCATIO	04.04.2025 - ILLINGWORTH - ZO	159.90	
INV0008188	Invoice	04/22/2025	04.05.2025 - ILLINGWORTH - YETI	0.00	1,376.72	
	01.05.62200.00		GENERAL DEPARTMENT S	04.05.2025 - ILLINGWORTH - YE	1,376.72	
INV0008189	Invoice	04/22/2025	03.24.2025 - HOGGAN - AAA APPLIANCE	0.00	1,762.00	
	01.14.63040.00		APPLIANCES	03.24.2025 - HOGGAN - AAA AP	1,762.00	
INV0008190	Invoice	04/22/2025	03.24.2025 - HOGGAN - AIRGAS	0.00	391.22	
	01.10.63131.00		EQUIPMENT	03.24.2025 - HOGGAN - AIRGAS	391.22	
INV0008191	Invoice	04/22/2025	04.01.2025 - HOGGAN - JOHNSON & DALY	0.00	4,801.20	
	01.14.61500.20		BUILDING MAINTENANCE	04.01.2025 - HOGGAN - JOHNS	4,801.20	
INV0008192	Invoice	04/22/2025	03.27.2025 - GRASSER - MAILCHIMP	0.00	100.00	
	01.05.61129.00		HIRING EXPENSES	03.27.2025 - GRASSER - MAILCH	100.00	
INV0008193	Invoice	04/22/2025	03.29.2025 - GRASSER - ADOBE	0.00	2,590.92	
	01.05.61121.00		COMPUTER SOFTWARE/S	03.29.2025 - GRASSER - ADOBE	2,590.92	
INV0008194	Invoice	04/22/2025	04.07.2025 - GRASSER - JOTFORM	0.00	49.00	
	01.05.61129.00		HIRING EXPENSES	04.07.2025 - GRASSER - JOTFOR	49.00	
INV0008195	Invoice	04/22/2025	03.24.2025 - RVFD - US BANK (LATE FEE)	0.00	149.51	
	01.05.61103.00		AUDIT & BOOKKEEPING SE	03.24.2025 - RVFD - US BANK (L	149.51	
	Void	05/20/2025	Regular	0.00	0.00	24349
01270	4LEAF INC.	05/28/2025	Regular	0.00	9,280.00	24350
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
J4300E	Invoice	05/14/2025	05.14.2025 - FIRE PLAN REVIEW - APR 202	0.00	9,280.00	
	01.00.60010.00		TEMPORARY HIRE		9,280.00	
01326	AMAZON.COM SERVICES LLC	05/28/2025	Regular	0.00	266.55	24351
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
196J-JN6P-GJRW	Invoice	05/21/2025	05.21.2025 - BATTERIES	0.00	64.45	
	01.05.62000.00		OFFICE SUPPLIES		64.45	
1KW7-YGXH-V9D	Invoice	05/19/2025	05.19.2025 - SURGE PROTECTOR BACKUP	0.00	202.10	
	01.10.61110.00		MERA OPERATING EXPEN		202.10	
01433	AT&T Corp	05/28/2025	Regular	0.00	903.98	24352

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Date Range: 05/01/2025 - 05/31/2025

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			
5484161014	Invoice	05/11/2025	05.11.2025 - WIRELESS - 04.11.25-05.10.2	0.00	903.98	
01.14.61705.00	TELEPHONE		05.11.2025 - WIRELESS - 04.11.2		903.98	
01390	Badawi & Associates	05/28/2025	Regular	0.00	7,193.25	24353
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1873	Invoice	05/12/2025	05.12.2025 - 2025 AUDIT - BILLING 1	0.00	7,193.25	
01.05.61103.00	AUDIT & BOOKEEPING SE		05.12.2025 - 2025 AUDIT - BILLI		7,193.25	
01272	Diesel Direct West Inc	05/28/2025	Regular	0.00	1,706.22	24354
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
86541450	Invoice	05/15/2025	05.15.2025 - ULSD CLEAR - 295.8 GAL	0.00	1,706.22	
01.25.62988.00	FUEL		05.15.2025 - ULSD CLEAR - 295.		1,706.22	
01028	L. N. Curtis and Sons	05/28/2025	Regular	0.00	10,018.96	24355
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV930545	Invoice	03/26/2025	03.26.2025 - MSA CAIRNS TRADITIONAL H	0.00	976.12	
01.10.62213.00	PERSONAL PROTECTIVE E		03.26.2025 - MSA CAIRNS TRAD		976.12	
PINV994113	Invoice	05/22/2025	05.22.2025 - THERMAL IMAGER/ACCESSO	0.00	9,042.84	
01.10.63131.00	EQUIPMENT		05.22.2025 - THERMAL IMAGER		9,042.84	
01037	Marin Municipal Water District	05/28/2025	Regular	0.00	1,497.17	24356
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
087-05122025	Invoice	05/12/2025	087 - 777 SAN ANSELMO AVE - 03.08.25-0	0.00	1,045.54	
01.14.61703.00	WATER		087 - 777 SAN ANSELMO AVE - 0		1,045.54	
256-05132025	Invoice	05/13/2025	256 - 150 BUTTERFIELD RD - 03.11.25-05.	0.00	51.75	
01.14.61703.00	WATER		256 - 150 BUTTERFIELD RD - 03.		51.75	
354-05132025	Invoice	05/13/2025	354 - 150 BUTTERFIELD RD - 03.11.25-05.	0.00	348.13	
01.14.61703.00	WATER		354 - 150 BUTTERFIELD RD - 03.		348.13	
868-05122025	Invoice	05/12/2025	868 - 777 SAN ANSELMO AVE - 03.08.25-0	0.00	51.75	
01.14.61703.00	WATER		868 - 777 SAN ANSELMO AVE - 0		51.75	
01276	Municipal Emergency Services, Inc	05/28/2025	Regular	0.00	6,883.77	24357
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
IN2259081	Invoice	05/09/2025	05.09.2025 - SCBA FLOW TEST/BATTERIES	0.00	6,883.77	
01.10.62210.00	BREATHING APPARATUS		05.09.2025 - SCBA FLOW TEST/B		6,883.77	
01216	Tomas Pastalka	05/28/2025	Regular	0.00	250.00	24358
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0008229	Invoice	05/16/2025	05.16.2025 - REIMB - MEDIC RECERT	0.00	250.00	
01.10.61000.00	TRAINING AND EDUCATIO		05.16.2025 - REIMB - MEDIC RE		250.00	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	05/28/2025	Regular	0.00	372.23	24359
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5080604345	Invoice	04/07/2025	04.07.2025 - NON GARMENT LAUNDRY SE	0.00	66.40	
01.14.62206.00	JANITORIAL MAINTENAN		04.07.2025 - NON GARMENT LA		66.40	
5080604346	Invoice	04/07/2025	04.07.2025 - NON GARMENT LAUNDRY SE	0.00	113.27	
01.14.62206.00	JANITORIAL MAINTENAN		04.07.2025 - NON GARMENT LA		113.27	
5080626521	Invoice	05/19/2025	05.19.2025 - NON GARMENT LAUNDRY SE	0.00	53.76	
01.14.62206.00	JANITORIAL MAINTENAN		05.19.2025 - NON GARMENT LA		53.76	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5080626522	Invoice	05/19/2025	05.19.2025 - NON GARMENT LAUNDRY SE	0.00	100.62	
	01.14.62206.00		JANITORIAL MAINTENAN	05.19.2025 - NON GARMENT LA	100.62	
5080627443	Invoice	05/20/2025	05.20.2025 - NON GARMENT LAUNDRY SE	0.00	38.18	
	01.14.62206.00		JANITORIAL MAINTENAN	05.20.2025 - NON GARMENT LA	38.18	
01506	Wells Fargo Financial Leasing, INC	05/28/2025	Regular	0.00	1,081.56	24360
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5033589896	Invoice	03/11/2025	03.11.2025 - KYOCERA COPIER - APR 2025	0.00	360.52	
	01.05.61105.00		OTHER CONTRACT SERVI	03.11.2025 - KYOCERA COPIER -	360.52	
5033963216	Invoice	04/09/2025	04.09.2025 - KYOCERA COPIER - MAY 202	0.00	360.52	
	01.05.61105.00		OTHER CONTRACT SERVI	04.09.2025 - KYOCERA COPIER -	360.52	
5034329841	Invoice	05/09/2025	05.09.2025 - KYOCERA COPIER LEASE - JU	0.00	360.52	
	01.05.61105.00		OTHER CONTRACT SERVI	05.09.2025 - KYOCERA COPIER L	360.52	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	124	50	0.00	210,846.14
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	124	53	0.00	210,846.14

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Date Range: 05/01/2025 - 05/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY-Payroll Payable						
01013	AFLAC Business Services	05/09/2025	Regular	0.00	5,105.39	11603
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008145	Invoice	05/15/2025	AFLAC	0.00	5,105.39	
	01.00.20271.00		AFLAC P/R DEDUCTION		5,105.39	
01004	CAPF	05/09/2025	Regular	0.00	457.25	11604
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008148	Invoice	05/15/2025	DISABILITY INSURANCE	0.00	457.25	
	01.00.20275.00		DISABILITY INSURANCE W		457.25	
			DISABILITY INSURANCE			
01161	Nationwide Retirement Solutions	05/09/2025	Regular	0.00	3,603.27	11605
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008150	Invoice	05/15/2025	NATIONWIDE RETIREMENT	0.00	2,258.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		2,258.16	
			NATIONWIDE RETIREMENT			
INV0008151	Invoice	05/15/2025	NATIONWIDE RETIREMENT	0.00	1,345.11	
	01.00.20277.00		DEFERRED COMP. W/ NR		1,345.11	
			NATIONWIDE RETIREMENT			
01069	Ross Valley Firefighters Association	05/09/2025	Regular	0.00	3,580.50	11606
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008162	Invoice	05/15/2025	UNION DUES	0.00	3,580.50	
	01.00.20289.00		UNION DUES WITHHELD		3,580.50	
			UNION DUES			
01013	AFLAC Business Services	05/22/2025	Regular	0.00	7,022.11	11611
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008203	Invoice	05/30/2025	AFLAC	0.00	7,022.11	
	01.00.20271.00		AFLAC P/R DEDUCTION		7,022.11	
			AFLAC			
01004	CAPF	05/22/2025	Regular	0.00	457.25	11612
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008206	Invoice	05/30/2025	DISABILITY INSURANCE	0.00	457.25	
	01.00.20275.00		DISABILITY INSURANCE W		457.25	
			DISABILITY INSURANCE			
01161	Nationwide Retirement Solutions	05/22/2025	Regular	0.00	3,603.27	11613
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008208	Invoice	05/30/2025	NATIONWIDE RETIREMENT	0.00	2,258.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		2,258.16	
			NATIONWIDE RETIREMENT			
INV0008209	Invoice	05/30/2025	NATIONWIDE RETIREMENT	0.00	1,345.11	
	01.00.20277.00		DEFERRED COMP. W/ NR		1,345.11	
			NATIONWIDE RETIREMENT			
01069	Ross Valley Firefighters Association	05/22/2025	Regular	0.00	3,580.50	11614

Check Report

Date Range: 05/01/2025 - 05/31/2025

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		
INV0008220	Invoice	05/30/2025	UNION DUES	0.00	3,580.50	
	01.00.20289.00	UNION DUES WITHHELD	UNION DUES		3,580.50	

Bank Code PY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	10	8	0.00	27,409.54
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	10	8	0.00	27,409.54

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	134	58	0.00	238,255.68
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	134	61	0.00	238,255.68

Fund Summary

Fund	Name	Period	Amount
98	POOLED PAYROLL	5/2025	27,409.54
99	POOLED CASH	5/2025	210,846.14
			238,255.68



Ross Valley Fire, CA

Budget Report Account Summary

For Fiscal: 2024-2025 Period Ending: 05/31/2025

		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	2,502,489.00	-227,499.00	8.33 %
01.00.47502.00	ROSS	2,738,189.00	2,738,189.00	228,182.42	2,510,006.94	-228,182.06	8.33 %
01.00.47503.00	SAN ANSELMO	4,748,772.00	4,748,772.00	395,731.00	4,353,041.16	-395,730.84	8.33 %
01.00.47504.00	SLEEPY HOLLOW	1,499,736.00	1,499,736.00	124,978.00	1,374,758.00	-124,978.00	8.33 %
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	80,000.00	80,000.00	6,666.67	73,333.37	-6,666.63	8.33 %
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,540,667.00	1,540,667.00	128,388.92	1,412,278.12	-128,388.88	8.33 %
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	238,092.98	-79,418.02	25.01 %
01.00.49506.00	RVPA RENTAL	8,360.00	17,137.84	17,137.86	34,275.70	17,137.86	200.00 %
01.00.49507.00	LAIF INTEREST	25,000.00	25,000.00	0.00	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	335,000.00	53,946.52	326,791.16	-8,208.84	2.45 %
01.00.49511.00	RE-SALE INSPECTION FEES	50,000.00	0.00	0.00	190.00	190.00	0.00 %
01.00.49512.00	MISCELLANEOUS INCOME	10,000.00	10,000.00	0.00	2,635.32	-7,364.68	73.65 %
01.00.49513.00	WORKERS COMP REIMBURSEMENT	0.00	218,585.31	22,899.41	379,171.67	160,586.36	173.47 %
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	345,239.51	-31,386.49	8.33 %
01.00.49524.00	TECHNOLOGY FEES	26,718.00	26,718.00	4,060.49	23,455.87	-3,262.13	12.21 %
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	305.76	305.76	0.00 %
Revenue Total:		14,907,472.00	15,134,835.15	1,240,875.70	13,968,877.89	-1,165,957.26	7.70%
Expense							
01.00.60000.00	REGULAR SALARIES	5,698,118.00	5,698,118.00	395,556.60	4,453,348.65	1,244,769.35	21.85 %
01.00.60010.00	TEMPORARY HIRE	17,389.00	17,389.00	12,642.80	70,102.77	-52,713.77	-303.14 %
01.00.60020.00	MINIMUM STAFFING	831,694.00	831,694.00	171,851.11	1,855,101.86	-1,023,407.86	-123.05 %
01.00.60021.00	HOURLY OVERTIME	106,448.00	106,448.00	10,505.45	51,956.50	54,491.50	51.19 %
01.00.60024.00	SHIFT DIFFERENTIAL OT	24,113.00	24,113.00	1,227.15	30,919.44	-6,806.44	-28.23 %
01.00.60026.00	OT TRAINING	80,576.00	80,576.00	4,694.46	42,611.56	37,964.44	47.12 %
01.00.60027.00	HOLIDAY	247,176.00	247,176.00	18,373.11	205,621.97	41,554.03	16.81 %
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	37,177.00	37,177.00	1,218.86	15,388.10	21,788.90	58.61 %
01.00.60029.00	FLSA O/T	121,432.00	121,432.00	8,613.69	91,394.73	30,037.27	24.74 %
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	ACCRUED LEAVE PAYOUT	50,000.00	50,000.00	0.00	142,978.34	-92,978.34	-185.96 %
01.00.60039.00	EXECUTIVE OFFICER	3,600.00	3,600.00	300.00	3,300.00	300.00	8.33 %
01.00.60040.00	BOARD MEMBER STIPEND	8,000.00	8,000.00	600.00	6,200.00	1,800.00	22.50 %
01.00.60100.00	RETIREMENT	2,831,208.00	2,831,208.00	85,536.28	2,483,087.03	348,120.97	12.30 %
01.00.60200.00	CAFETERIA HEALTH PLAN	1,085,000.00	1,085,000.00	90,292.43	962,412.05	122,587.95	11.30 %
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	43,641.00	43,641.00	4,300.40	44,294.12	-653.12	-1.50 %
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	8,770.88	103,358.24	4,972.76	4.59 %
01.00.60221.00	HOUSING ALLOWANCE	0.00	0.00	-235.98	-235.98	235.98	0.00 %
01.00.60223.00	UNIFORM REIMBURSEMENT	28,080.00	28,080.00	1,981.89	21,836.99	6,243.01	22.23 %
01.00.60225.00	EDUCATION REIMBURSEMENT	139,341.00	139,341.00	11,597.59	124,672.50	14,668.50	10.53 %
01.00.60231.00	RETIREE'S HEALTH INSURANCE	638,423.00	638,423.00	34,909.68	378,149.43	260,273.57	40.77 %
01.00.61103.00	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	0.00	165.89	-165.89	0.00 %
01.00.61115.00	LIABILITY INSURANCE	78,454.00	78,454.00	0.00	71,273.00	7,181.00	9.15 %

Budget Report

For Fiscal: 2024-2025 Period Ending: 05/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01.00.62999.00	CONTINGENCY	41,510.00	41,510.00	0.00	46,599.27	-5,089.27	-12.26 %
01.00.67099.00	TRANSFERS OUT	376,626.00	641,626.00	0.00	641,626.00	0.00	0.00 %
01.05.61103.00	AUDIT & BOOKEEPING SERVICES	33,552.00	33,552.00	7,890.26	25,580.12	7,971.88	23.76 %
01.05.61105.00	OTHER CONTRACT SERVICES	73,625.00	73,625.00	360.52	117,202.55	-43,577.55	-59.19 %
01.05.61107.00	ATTORNEY/LEGAL FEES	18,000.00	18,000.00	6,696.50	27,278.31	-9,278.31	-51.55 %
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	263.20	2,985.70	-85.70	-2.96 %
01.05.61120.00	CONTRACT SERVICES-SAN ANSELM	95,555.00	95,555.00	0.00	95,555.00	0.00	0.00 %
01.05.61121.00	COMPUTER SOFTWARE/SUPPORT	36,661.00	36,661.00	6,230.02	13,937.68	22,723.32	61.98 %
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	0.00	44,110.00	14,881.00	25.23 %
01.05.61129.00	HIRING EXPENSES	16,000.00	16,000.00	1,825.00	22,733.30	-6,733.30	-42.08 %
01.05.61300.00	PUBLICATIONS AND DUES	10,162.00	10,162.00	0.00	2,811.58	7,350.42	72.33 %
01.05.62000.00	OFFICE SUPPLIES	5,100.00	5,100.00	99.39	1,595.34	3,504.66	68.72 %
01.05.62003.00	POSTAGE	1,115.00	1,115.00	0.00	640.62	474.38	42.55 %
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	13,932.00	13,932.00	21.44	7,750.25	6,181.75	44.37 %
01.10.60065.02	EXPLORER POST	9,548.00	9,548.00	0.00	3,582.91	5,965.09	62.47 %
01.10.61000.00	TRAINING AND EDUCATION	48,260.00	48,260.00	676.78	29,939.20	18,320.80	37.96 %
01.10.61100.00	DISPATCH	386,830.00	868,424.00	0.00	682,711.15	185,712.85	21.39 %
01.10.61101.00	RADIO REPAIR	5,305.00	5,305.00	0.00	758.60	4,546.40	85.70 %
01.10.61102.00	HAZARDOUS MATERIAL REMOVAL	1,030.00	1,030.00	0.00	250.75	779.25	75.66 %
01.10.61108.00	HAZARDOUS MATERIAL CONTRACT	10,332.00	10,332.00	0.00	10,332.00	0.00	0.00 %
01.10.61110.00	MERA OPERATING EXPENSE	107,339.00	107,339.00	202.10	74,486.30	32,852.70	30.61 %
01.10.61410.00	EQUIPMENT MAINTENANCE	12,625.00	12,625.00	0.00	7,158.63	5,466.37	43.30 %
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	0.00	40,653.84	546.16	1.33 %
01.10.62210.00	BREATHING APPARATUS	7,320.00	7,320.00	6,883.77	6,855.72	464.28	6.34 %
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	0.00	17,971.46	22,576.54	55.68 %
01.10.63131.00	EQUIPMENT	41,200.00	41,200.00	20,444.08	37,760.22	3,439.78	8.35 %
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	4,770.35	45,588.65	90.53 %
01.14.61500.00	BUILDING MAINTENANCE AND LAN	18,500.00	18,500.00	0.00	9,946.58	8,553.42	46.23 %
01.14.61500.18	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	12,800.21	2,199.79	14.67 %
01.14.61500.19	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	16,240.06	-1,240.06	-8.27 %
01.14.61500.20	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	92.86	9,778.76	5,221.24	34.81 %
01.14.61500.21	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	15,527.08	-527.08	-3.51 %
01.14.61702.00	GAS AND ELECTRIC	67,500.00	67,500.00	1,293.56	53,970.19	13,529.81	20.04 %
01.14.61703.00	WATER	11,750.00	11,750.00	1,800.70	12,363.07	-613.07	-5.22 %
01.14.61704.00	SEWER	4,532.00	4,532.00	0.00	5,323.40	-791.40	-17.46 %
01.14.61705.00	TELEPHONE	84,721.00	84,721.00	3,904.51	57,029.37	27,691.63	32.69 %
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLI	10,609.00	10,609.00	742.28	9,589.44	1,019.56	9.61 %
01.14.62501.00	FURNISHINGS	8,487.00	8,487.00	3,675.00	4,120.13	4,366.87	51.45 %
01.14.63040.00	APPLIANCES	5,150.00	5,150.00	82.60	3,264.24	1,885.76	36.62 %
01.14.63041.00	OFFICE EQUIPMENT	10,609.00	10,609.00	0.00	1,323.80	9,285.20	87.52 %
01.14.63042.00	EXERCISE EQUIPMENT	10,927.00	10,927.00	84.53	2,261.30	8,665.70	79.31 %
01.14.63044.00	TECHNOLOGY PURCHASES	26,718.00	26,718.00	4,090.24	26,917.65	-199.65	-0.75 %
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	914.60	3,965.40	81.26 %
01.15.61903.00	MWPA Local Projects	0.00	0.00	14,000.00	50,810.60	-50,810.60	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	0.00	526.04	9,635.96	94.82 %
01.25.61600.00	FLEET MAINTENANCE/REPAIRS	124,115.00	124,115.00	-1,473.01	115,964.19	8,150.81	6.57 %
01.25.62988.00	FUEL	59,225.00	59,225.00	911.50	40,407.55	18,817.45	31.77 %

Budget Report

For Fiscal: 2024-2025 Period Ending: 05/31/2025

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
01.25.62989.00	FLEET PARTS	18,025.00	18,025.00	278.58	14,714.29	3,310.71	18.37 %
	Expense Total:	14,907,471.00	15,654,065.00	943,812.81	14,184,209.66	1,469,855.34	9.39%
Fund: 01 - GENERAL FUND Surplus (Deficit):		1.00	-519,229.85	297,062.89	-215,331.77	303,898.08	58.53%
Fund: 15 - VEHICLE FUND							
Revenue							
15.00.51999.00	TRANSFERS IN	-376,626.00	-641,626.00	0.00	641,626.00	1,283,252.00	100.00 %
	Revenue Total:	-376,626.00	-641,626.00	0.00	641,626.00	1,283,252.00	200.00%
Expense							
15.00.63154.00	VEHICLE PURCHASE	340,411.00	605,411.00	27,073.24	277,574.54	327,836.46	54.15 %
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	774,528.22	27,073.24	446,691.76	327,836.46	42.33%
Fund: 15 - VEHICLE FUND Surplus (Deficit):		-886,154.22	-1,416,154.22	-27,073.24	194,934.24	1,611,088.46	113.77%
Report Surplus (Deficit):		-886,153.22	-1,935,384.07	269,989.65	-20,397.53	1,914,986.54	98.95%

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	15,134,835.15	1,240,875.70	13,968,877.89	-1,165,957.26	7.70%
Expense	14,907,471.00	15,654,065.00	943,812.81	14,184,209.66	1,469,855.34	9.39%
Fund: 01 - GENERAL FUND Surplus (Deficit):	1.00	-519,229.85	297,062.89	-215,331.77	303,898.08	58.53%
Fund: 15 - VEHICLE FUND						
Revenue	-376,626.00	-641,626.00	0.00	641,626.00	1,283,252.00	200.00%
Expense	509,528.22	774,528.22	27,073.24	446,691.76	327,836.46	42.33%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	-886,154.22	-1,416,154.22	-27,073.24	194,934.24	1,611,088.46	113.77%
Report Surplus (Deficit):	-886,153.22	-1,935,384.07	269,989.65	-20,397.53	1,914,986.54	98.95%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	1.00	-519,229.85	297,062.89	-215,331.77	303,898.08
15 - VEHICLE FUND	-886,154.22	-1,416,154.22	-27,073.24	194,934.24	1,611,088.46
Report Surplus (Deficit):	-886,153.22	-1,935,384.07	269,989.65	-20,397.53	1,914,986.54

**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

Ross Valley Fire Department - 2025-2026 Adopted Budget Summary

	2024-2025 Adopted Budget	2024-2025 Revised Budget	2024-2025 Estimated Actual	2025-2026 Adopted Budget	Change
Fund: 01 - GENERAL FUND					
Beginning Fund Balance	3,979,884	3,979,884	3,979,884	3,460,653	
Revenue					
00 - UNDESIGNATED	14,907,472	15,134,835	15,134,835	15,433,332	525,860
Expense					
00 - UNDESIGNATED	13,148,897	13,413,898	13,413,898	13,656,974	508,077
05 - ADMINISTRATION	374,555	374,555	374,555	456,532	81,977
10 - OPERATIONS	838,494	1,320,088	1,320,088	858,423	19,929
14 - FACILITIES	319,503	319,503	319,503	277,594	(41,909)
15 - COMMUNITY RISK REDUCTION	14,496	14,496	14,496	14,784	288
25 - FLEET	211,527	211,527	211,527	169,025	(42,502)
Total Expense	14,907,472	15,654,066	15,654,066	15,433,332	525,860
Ending Fund Balance	3,979,884	3,460,653	3,460,653	3,460,653	
Fund: 15 - VEHICLE FUND/SCBA					
Beginning Fund Balance	504,024	504,024	504,024	371,122	
Revenue					
00 - UNDESIGNATED	376,626	641,626	641,626	387,925	11,299
Expense					
00 - UNDESIGNATED	509,528	774,528	774,528	237,262	(272,266)
Ending Fund Balance	371,122	371,122	371,122	521,785	
Beginning Fund Balance - All Funds	4,483,908	4,483,908	4,483,908	3,831,775	
Total Revenue - All Funds	15,284,098	15,776,461	15,776,461	15,821,257	537,159
Total Expense - All Funds	15,417,000	16,428,594	16,428,594	15,670,594	253,594
Surplus/(Deficit)	(132,903)	(652,133)	(652,133)	150,663	
Ending Fund Balance - All Funds	4,351,005	3,831,775	3,831,775	3,982,438	
Fund Balances	2024-2025	2024-2025	2024-2025	2025-2026	
Nonspendable	28,300	28,300	28,300	28,300.00	
Compensated Absences	200,593	200,593	200,593	200,593	
Technology	106,409	106,409	106,409	106,409	
Vehicle Replacement	339,193	251,122	251,122	401,785	
Breathing Apparatus	120,000	120,000	120,000	120,000	
Prior Authority OPEB	-	-	-	-	
Unassigned	3,252,691	3,125,351	3,125,351	3,125,351	
Total	4,047,186	3,831,775	3,831,775	3,982,438	

Ross Valley Fire Department - 2025-2026 Adopted Budget

		2024-2025	2024-2025	2024-2025	2025-2026		
		Adopted Budget	Revised Budget	Estimated Actual	Adopted Budget	Change	
Fund: 01 - GENERAL FUND							
Revenue							
Department: 00 - UNDESIGNATED							
01.00.47501.00	FAIRFAX	2,729,988	2,729,988	2,729,988	2,917,976	187,988	6.89%
01.00.47502.00	ROSS	2,738,189	2,738,189	2,738,189	2,504,886	(233,303)	-8.52%
01.00.47503.00	SAN ANSELMO	4,748,772	4,748,772	4,748,772	5,075,839	327,067	6.89%
01.00.47504.00	SLEEPY HOLLOW	1,499,736	1,499,736	1,499,736	1,603,007	103,271	6.89%
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	80,000	80,000	80,000	82,400	2,400	3.00%
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,540,667	1,540,667	1,540,667	1,713,109	172,442	11.19%
01.00.49504.00	RVPA REIMBURSEMENT MEDIC PROGRAM	317,511	317,511	317,511	294,127	(23,384)	-7.36%
01.00.49501.00	COUNTY OF MARIN	266,875	266,875	266,875	279,779	12,904	4.84%
01.00.49502.00	OES REIMBURSEMENT OUT OF COUNTY	-	-	-	-	-	
01.00.49506.00	RVPA RENTAL	8,360	17,138	17,138	-	(8,360)	-100.00%
01.00.49507.00	LAIF INTEREST	25,000	25,000	25,000	15,000	(10,000)	-40.00%
01.00.49509.00	RVPA EMS TRAINING/SUPPLY REIMB.	47,290	47,290	47,290	47,290	-	0.00%
01.00.49510.00	PLAN CHECKING FEES	285,000	335,000	335,000	330,000	45,000	15.79%
01.00.49511.00	RE-SALE INSPECTION FEES	50,000	-	-	-	(50,000)	-100.00%
01.00.49512.00	MISCELLANEOUS INCOME	10,000	10,000	10,000	10,000	-	0.00%
01.00.49513.00	WORKERS COMP REIMBURSEMENT	-	218,585	218,585	-	-	
01.00.49517.00	WILDFIRE PREPAREDNESS COORDINATOR	96,740	96,740	96,740	99,474	2,734	2.83%
01.00.49523.00	APPARATUS REPLACEMENT	376,626	376,626	376,626	387,925	11,299	3.00%
01.00.49524.00	TECHNOLOGY FEES	26,718	26,718	26,718	27,520	802	3.00%
01.00.49526.18	STATION MAINT REVENUE #18	15,000	15,000	15,000		(15,000)	-100.00%
01.00.49526.19	STATION MAINT REVENUE #19	15,000	15,000	15,000	15,000	-	0.00%
01.00.49526.20	STATION MAINT REVENUE #20	15,000	15,000	15,000	15,000	-	0.00%
01.00.49526.21	STATION MAINT REVENUE #21	15,000	15,000	15,000	15,000	-	0.00%
01.00.49527.00	MWPA Defensible Space	-	-	-	-	-	
01.00.49528.00	MWPA Local Funds	-	-	-	-	-	
Total Revenue		14,907,472	15,134,835	15,134,835	15,433,332	525,860	
Expense							
Department: 00 - UNDESIGNATED							
01.00.60000.00	REGULAR SALARIES	5,698,118	5,698,118	5,698,118	5,777,507	79,389	1.39%
01.00.60010.00	TEMPORARY HIRE	17,389	17,389	17,389	17,389	-	0.00%
01.00.60020.00	MINIMUM STAFFING	831,694	831,694	831,694	873,279	41,585	5.00%
01.00.60021.00	HOURLY OVERTIME	106,448	106,448	106,448	111,770	5,322	5.00%
01.00.60024.00	SHIFT DIFFERENTIAL OT	24,113	24,113	24,113	25,319	1,206	5.00%
01.00.60026.00	OT TRAINING	80,576	80,576	80,576	84,605	4,029	5.00%
01.00.60027.00	HOLIDAY	247,176	247,176	247,176	274,047	26,871	10.87%
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	37,177	37,177	37,177	33,943	(3,234)	-8.70%
01.00.60029.00	FLSA O/T	121,432	121,432	121,432	122,935	1,503	1.24%
01.00.60030.00	S/L BUY BACK	4,000	4,000	4,000	-	(4,000)	-100.00%
01.00.60035.00	ACCURED LEAVE PAYOUT	50,000	50,000	50,000	50,000	-	0.00%
01.00.60039.00	EXECUTIVE OFFICER	3,600	3,600	3,600	3,600	-	0.00%
01.00.60040.00	BOARD MEMBER STIPEND	8,000	8,000	8,000	8,000	-	0.00%
01.00.60100.00	RETIREMENT	1,290,541	1,290,541	1,290,541	1,254,130	(36,411)	-2.82%
01.00.60100.00	PRIOR AUTHORITY RETIREMENT	1,540,667	1,540,667	1,540,667	1,713,109	172,443	11.19%
01.00.60200.00	CAFETERIA HEALTH PLAN	1,085,000	1,085,000	1,085,000	1,195,000	110,000	10.14%
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	43,641	43,641	43,641	64,688	21,047	48.23%
01.00.60215.00	WORKERS' COMPENSATION INSURANCE	548,561	548,561	548,561	624,368	75,807	13.82%
01.00.60220.00	PAYROLL TAXES	108,331	108,331	108,331	110,715	2,384	2.20%
01.00.60223.00	UNIFORM REIMBURSEMENT	28,080	28,080	28,080	28,080	-	0.00%
01.00.60225.00	EDUCATION REIMBURSEMENT	139,341	139,341	139,341	163,080	23,739	17.04%
01.00.60231.00	RETIREEES' HEALTH INSURANCE	638,423	638,423	638,423	605,337	(33,086)	-5.18%
01.00.61115.00	LIABILITY INSURANCE	78,454	78,454	78,454	81,964	3,510	4.47%
01.00.62999.00	CONTINGENCY	41,510	41,510	41,510	46,184	4,674	11.26%
01.00.67099.00	TRANSFERS OUT - APPARATUS	376,626	641,626	641,626	387,925	11,299	3.00%
Total Undesignated		13,148,897	13,413,898	13,413,898	13,656,974	508,077	

Ross Valley Fire Department - 2025-2026 Adopted Budget

		2024-2025	2024-2025	2024-2025	2025-2026		
		Adopted Budget	Revised Budget	Estimated Actual	Adopted Budget	Change	
Department: 05 - ADMINISTRATION							
01.05.61103.00	AUDIT & BOOKKEEPING SERVICES	33,552	33,552	33,552	34,559	1,007	3.00%
01.05.61105.00	OTHER CONTRACT SERVICES	73,626	73,626	73,626	93,334	19,708	26.77%
01.05.61107.00	ATTORNEY/LEGAL FEES	18,000	18,000	18,000	18,540	540	3.00%
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900	2,900	2,900	2,900	-	0.00%
01.05.61120.00	CONTRACT SERVICES-SAN ANSELMO	95,555	95,555	95,555	136,000	40,445	42.33%
01.05.61121.00	COMPUTER SOFTWARE/IT SUPPORT	36,661	36,661	36,661	47,761	11,100	30.28%
01.05.61122.00	WEB PAGE DESIGN AND MAINTENANCE	8,960	8,960	8,960	13,229	4,269	47.64%
01.05.61127.00	HEALTH AND WELLNESS	58,991	58,991	58,991	58,991	-	0.00%
01.05.61129.00	HIRING EXPENSES	16,000	16,000	16,000	20,000	4,000	25.00%
01.05.61300.00	PUBLICATIONS AND DUES	10,162	10,162	10,162	10,467	305	3.00%
01.05.62000.00	OFFICE SUPPLIES	5,100	5,100	5,100	5,253	153	3.00%
01.05.62003.00	POSTAGE	1,115	1,115	1,115	1,148	33	2.96%
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	13,932	13,932	13,932	14,350	418	3.00%
Total Administration		374,555	374,555	374,555	456,532	81,977	
Department: 10 - OPERATIONS						-	
01.10.60065.02	EXPLORER POST	9,548	9,548	9,548	9,835	287	3.01%
01.10.61000.00	TRAINING AND EDUCATION	48,260	48,260	48,260	49,708	1,448	3.00%
01.10.61100.00	DISPATCH	386,830	868,424	868,424	402,321	15,491	4.00%
01.10.61101.00	RADIO REPAIR	5,305	5,305	5,305	5,464	160	3.01%
01.10.61102.00	HAZARDOUS MATERIAL REMOVAL	1,030	1,030	1,030	1,030	-	0.00%
01.10.61108.00	HAZARDOUS MATERIAL CONTRACT	10,332	10,332	10,332	13,998	3,666	35.48%
01.10.61110.00	MERA OPERATING EXPENSE	107,339	107,339	107,339	110,559	3,220	3.00%
01.10.61410.00	EQUIPMENT MAINTENANCE	12,625	12,625	12,625	13,004	379	3.00%
01.10.62203.00	EMERGENCY RESPONSE SUPPLIES	4,612	4,612	4,612	4,750	138	2.98%
01.10.62204.00	PARAMEDIC RESPONSE SUPPLIES	41,200	41,200	41,200	42,436	1,236	3.00%
01.10.62210.00	BREATHING APPARATUS	7,320	7,320	7,320	7,540	220	3.00%
01.10.62211.00	BREATHING APPARATUS-CONTRACT	7,758	7,758	7,758	7,991	233	3.00%
01.10.62213.00	PROTECTIVE CLOTHING	40,548	40,548	40,548	41,764	1,216	3.00%
01.10.63131.00	EQUIPMENT	41,200	41,200	41,200	30,000	(11,200)	-27.18%
01.10.63140.00	HYDRANTS	41,281	41,281	41,281	42,519	1,238	3.00%
01.10.63150.00	COMMUNICATIONS EQUIPMENT	22,947	22,947	22,947	23,635	688	3.00%
01.10.63160.00	TURNOUTS	50,359	50,359	50,359	51,870	1,511	3.00%
Total Operations		838,494	1,320,088	1,320,088	858,423	19,929	
Department: 14 - FACILITIES							
01.14.61500.00	BUILDING MAINTENANCE AND LANDSCAPING	18,500	18,500	18,500	18,500	-	0.00%
01.14.61500.18	BUILDING MAINTENANCE STATION 18	15,000	15,000	15,000		(15,000)	
01.14.61500.19	BUILDING MAINTENANCE STATION 19	15,000	15,000	15,000	15,000	-	
01.14.61500.20	BUILDING MAINTENANCE STATION 20	15,000	15,000	15,000	15,000	-	
01.14.61500.21	BUILDING MAINTENANCE STATION 21	15,000	15,000	15,000	15,000	-	
01.14.61702.00	GAS AND ELECTRIC	67,500	67,500	67,500	55,000	(12,500)	-18.52%
01.14.61703.00	WATER	11,750	11,750	11,750	9,500	(2,250)	-19.15%
01.14.61704.00	SEWER	4,532	4,532	4,532	5,483	951	20.98%
01.14.61705.00	TELEPHONE	84,721	84,721	84,721	72,263	(12,458)	-14.70%
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLIES	10,609	10,609	10,609	10,927	318	3.00%
01.14.62501.00	FURNISHINGS	8,487	8,487	8,487	8,487	-	0.00%
01.14.63040.00	APPLIANCES	5,150	5,150	5,150	5,305	155	3.01%
01.14.63041.00	OFFICE EQUIPMENT	10,609	10,609	10,609	10,609	-	0.00%
01.14.63042.00	EXERCISE EQUIPMENT	10,927	10,927	10,927	9,000	(1,927)	-17.64%
01.14.63044.00	TECHNOLOGY PURCHASES	26,718	26,718	26,718	27,520	802	3.00%
Total Facilities		319,503	319,503	319,503	277,594	(41,909)	

Ross Valley Fire Department - 2025-2026 Proposed Budget

		2024-2025	2024-2025	2024-2025	2025-2026		
		Adopted Budget	Revised Budget	Estimated Actual	Adopted Budget	Change	
Department: 15 - COMMUNITY RISK REDUCTION							
01.15.61131.00	FIRE PREVENTION	4,880	4,880	4,880	4,880	-	0.00%
01.15.62220.00	COMMUNITY EDUCATION & PREP.	9,616	9,616	9,616	9,904	288	3.00%
Total Community Risk Reduction		14,496	14,496	14,496	14,784	288	
Department: 25 - FLEET							
01.25.61411.00	BURN TRAILER MAINTENANCE	10,162	10,162	10,162	-	(10,162)	-100.00%
01.25.61600.00	FLEET MAINTENACE/REPAIRS	124,115	124,115	124,115	100,000	(24,115)	-19.43%
01.25.61601.00	VEHICLE LEASE	-	-	-	-	-	
01.25.62988.00	FUEL	59,225	59,225	59,225	51,000	(8,225)	-13.89%
01.25.62989.00	FLEET PARTS	18,025	18,025	18,025	18,025	-	0.00%
Total Fleet		211,527	211,527	211,527	169,025	(42,502)	
Total Expenses		14,907,472	15,654,066	15,654,066	15,433,332	525,860	
Fund: 15 - VEHICLE FUND / SCBA							
Revenue							
Department: 00 - UNDESIGNATED							
15.00.49512.00	PROCEED OF SALES	-	-	-	-	-	
15.00.51999.00	TRANSFERS IN	376,626	641,626	641,626	387,925	11,299	
Total Revenue		376,626	641,626	641,626	387,925	11,299	
Expense							
Department: 00 - UNDESIGNATED							
15.00.63154.00	VEHICLE PURCHASE	340,411	605,411	605,411	68,145	(272,266)	-79.98%
15.00.64010.00	FIRE ENGINE LEASE PAYMENT - PRINCIPAL	169,117	169,117	169,117	169,117	-	0.00%
15.00.64110.00	FIRE ENGINE LEASE PAYMENT - INTEREST	-	-	-	-	-	#DIV/0!
Total Expenses		509,528	774,528	774,528	237,262	(272,266)	

ROSS VALLEY FIRE DEPARTMENT
2025-2026

Fire Service Cost by Agency

CURRENT AUTHORITY					
	San Anselmo	Fairfax	Sleepy Hollow	Ross	Total
Base Contribution	4,904,823	2,819,698	1,549,019	2,828,169	12,101,709
Vehicle Replacement Fund	157,226	90,386	49,654	90,658	387,925
3rd Amendment to JPA - Ross Savings	171,017	98,278	53,988	-323,283	-
Sub Total	5,233,065	3,008,363	1,652,661	2,595,544	12,489,633
PRIOR AUTHORITY					
Retirement Unfunded Liability	906,235	520,785	286,089		1,713,109
OPEB Prior Liability	43,590	25,050	13,761		82,400
Total Prior Authority	949,824	545,835	299,850		1,795,509
Total	6,182,890	3,554,197	1,952,511	2,595,545	14,285,143
24/25 contribution	5,758,752	3,310,424	1,818,595	2,826,207	13,713,978
Change	424,138	243,773	133,916	-230,662	571,165
	7.37%	7.36%	7.36%	-8.16%	4.16%

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 25-07

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT BOARD OF DIRECTORS
REVISING THE BUDGET FOR THE ROSS VALLEY FIRE DEPARTMENT
FOR THE FISCAL YEAR COMMENCING
JULY 1, 2025**

BE IT RESOLVED that the revised budget of the Ross Valley Fire Department for the fiscal year commencing July 1, 2025, is hereby adopted, and consists of the following appropriations:

General Fund budget includes the following:

Est. Beginning Fund Balance: \$3,460,653

Revenues:

Town of Fairfax	\$3,554,197
Town of Ross	\$2,595,545
Town of San Anselmo	\$6,182,890
Sleepy Hollow FPD	\$1,952,511
Outside Sources	\$1,148,189
Total:	\$15,433,332

Expenditures:

Salaries and Benefits	\$13,140,901
Services and Supplies	\$1,657,864
Capital Outlay	\$200,458
Contingency	\$46,184
Transfer Out	\$387,925
Total:	\$15,433,332

Est. Ending Fund Balances:

Assigned	
Compensated Absences	\$200,593
Restricted	
Technology	\$106,409
Unassigned	\$3,125,351

Vehicle/SCBA Fund

Est. Beginning Fund Balance \$371,122

Transfer – in: General Fund \$387,925

Expenditures:

Debt Payment \$169,117

Vehicle Purchase \$68,145

\$509,528

Est. Ending Fund Balance: \$521,785

Vehicle Replacement \$401,785

Breathing Apparatus \$120,000

I hereby certify that the foregoing resolution was passed and adopted by the Ross Valley Fire Department Board of Directors on the 11th day of June 2025 by the following vote, to wit:

Ayes:

Noes:

Absent:

Steve Burdo, President

Date

Abstain:

Lauren Houde, Administrative Assistant

Date

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of June 11, 2025

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Adopt Resolution 25-08, Appointing a Representative and Alternate to the Marin Emergency Radio Authority Board of Directors.

RECOMMENDATION:

Staff recommend that the Board adopt Resolution 25-08, appointing a representative and alternate to the Marin Emergency Radio Authority Board of Directors.

DISCUSSION:

As a member agency of the Marin Emergency Radio Authority (MERA) Joint Powers Authority, Ross Valley Fire Department (RVFD) is entitled to appoint one representative and up to two alternates to the MERA Board of Directors. Resolution 24-06 (Attachment #1) was passed appointing Interim Chief Mahoney as the representative, and Battalion Chief Tim Grasser as the alternate representative.

Battalion Chief Grasser retired from the Ross Valley Fire Department in April 2025. Staff recommends Battalion Chief Jake Peterson become the alternate representative. Interim Chief Mahoney is now the Fire Chief and the Resolution has been updated accordingly. Staff feels that the operational needs of the project can be met with two Ross Valley Fire Chief Officers filling the roles of a representative and an alternate representative.

FISCAL IMPACT:

There are no fiscal impacts associated with this item.

ATTACHMENTS:

Attachment #1 – Resolution 24-06 - MERA Representation
Attachment #2 – Resolution 25-08 - MERA Representation

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 24-06

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

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

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

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

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

WHEREAS, Resolution 18-04 established Battalion Chief Tim Grasser as the representative and Board Member Richard Shortall and Executive Officer Garret Toy as alternates; and

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

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

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

Interim Chief Dan Mahoney

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

Battalion Chief Tim Grasser

I do hereby certify that the above Resolution 24-06 is a true and correct copy as passed by the Ross Valley Fire Board on June 12, 2024, by the following vote:

AYES: Kircher, Robbins, Burdo, Finn, Hellman, Cutrano - 6

NOES: 0

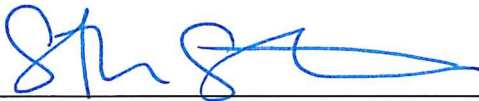
ABSENT: Colbert, Shortall - 2

ABSTAIN: 0



Thomas Finn, Board President

Attest:



Samantha Stettler, Administrative Assistant

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 25-08

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

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

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

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

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

WHEREAS, Resolution 18-04 established Battalion Chief Tim Grasser as the representative and Board Member Richard Shortall and Executive Officer Garret Toy as alternates; and

WHEREAS, Resolution 24-06 established Interim Chief Dan Mahoney as the representative and Battalion Chief Tim Grasser as the alternate; and

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

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

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

Chief Dan Mahoney

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

Battalion Chief Jake Peterson

I do hereby certify that the above Resolution 25-08 is a true and correct copy as passed by the Ross Valley Fire Board on June 11, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Burdo, Board President

Date

Attest:

Lauren Houde, Administrative Assistant

Date