



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, September 10, 2025

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

<https://us06web.zoom.us/j/85372591871>

Or Telephone: +1 669 900 6833 | Webinar ID: 853 7259 1871

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.
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.

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

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



Ross Valley Fire Department

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- a) Receive call report for August

Item 4a – [Call Report](#)

- b) Acknowledge check register issued during August

Item 4b – [Check Register](#)

- c) Receive current budget report

Item 4c – [Budget Report](#)

- d) Approve Minutes of the August 13, 2025, Board meeting

Item 4d – [Minutes August 13, 2025](#)

- e) Fire Chief Contract Approval

Item 4e – Staff Report - [Fire Chief Employment Contract](#)

Item 4e – Attachment #1 - [Fire Chief Employment Agreement](#)

5. RVFD Board of Directors Meeting Time

Item 5 – [Staff Report to consider changing time of RVFD Board Meetings](#)

Item 5 – Attachment #1 - [Resolution 24-01 Establishing time and place for RVFD Board of Directors Meetings](#)

Item 5 – Attachment #2 - [Resolution 25-xx Establishing a new time for holding regular meetings of the RVFD Board of Directors Meetings](#)

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

7. Adjourn

The next meeting is scheduled for Wednesday, October 08, 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

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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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RVFD - Breakdown by Major Incident Type

Major Incident Type	Number of Incidents	Percent of Total
	4	1.72%
1 - Fire	9	3.86%
3 - Rescue & Emergency Medical Service Incident	148	63.52%
4 - Hazardous Condition (No Fire)	9	3.86%
5 - Service Call	20	8.58%
6 - Good Intent Call	16	6.87%
7 - False Alarm & False Call	27	11.59%
	Total: 233	Total: 100.00%

RVFD - Detailed Breakdown by Incident Type

Incident Type	Number of Incidents	Percent of Total
	4	1.72%
100 - Fire, other	1	0.43%
111 - Building fire	2	0.86%
113 - Cooking fire, confined to container	2	0.86%
118 - Trash or rubbish fire, contained	2	0.86%
140 - Natural vegetation fire, other	1	0.43%
143 - Grass fire	1	0.43%
321 - EMS call, excluding vehicle accident with injury	138	59.23%
322 - Motor vehicle accident with injuries	9	3.86%
352 - Extrication of victim(s) from vehicle	1	0.43%
412 - Gas leak (natural gas or LPG)	3	1.29%
421 - Chemical hazard (no spill or leak)	2	0.86%
444 - Power line down	4	1.72%
550 - Public service assistance, other	19	8.15%
551 - Assist police or other governmental agency	1	0.43%
600 - Good intent call, other	2	0.86%
611 - Dispatched and cancelled en route	9	3.86%
622 - No incident found on arrival at dispatch address	1	0.43%
651 - Smoke scare, odor of smoke	4	1.72%
721 - Bomb scare - no bomb	1	0.43%
745 - Alarm system activation, no fire - unintentional	22	9.44%
746 - Carbon monoxide detector activation, no CO	4	1.72%
	Total: 233	Total: 100.00%

RVFD - Detailed Breakdown by Incident Type & Station

Incident Type	Number of Incidents
Station: Call Competition In Progress	
	4
322 - Motor vehicle accident with injuries	1
352 - Extrication of victim(s) from vehicle	1
745 - Alarm system activation, no fire - unintentional	1
746 - Carbon monoxide detector activation, no CO	1
	Total: 8
Station: Station 19	
111 - Building fire	2
118 - Trash or rubbish fire, contained	1
321 - EMS call, excluding vehicle accident with injury	60
322 - Motor vehicle accident with injuries	4
412 - Gas leak (natural gas or LPG)	3
444 - Power line down	2
550 - Public service assistance, other	13
611 - Dispatched and cancelled en route	6
622 - No incident found on arrival at dispatch address	1

Incident Type	Number of Incidents
651 - Smoke scare, odor of smoke	3
745 - Alarm system activation, no fire - unintentional	12
746 - Carbon monoxide detector activation, no CO	2
Total: 109	
Station: Station 20	
100 - Fire, other	1
113 - Cooking fire, confined to container	1
143 - Grass fire	1
321 - EMS call, excluding vehicle accident with injury	22
322 - Motor vehicle accident with injuries	1
421 - Chemical hazard (no spill or leak)	1
444 - Power line down	1
550 - Public service assistance, other	1
611 - Dispatched and cancelled en route	1
721 - Bomb scare - no bomb	1
745 - Alarm system activation, no fire - unintentional	3
746 - Carbon monoxide detector activation, no CO	1
Total: 35	
Station: Station 21	
113 - Cooking fire, confined to container	1
118 - Trash or rubbish fire, contained	1
140 - Natural vegetation fire, other	1
321 - EMS call, excluding vehicle accident with injury	56
322 - Motor vehicle accident with injuries	3
421 - Chemical hazard (no spill or leak)	1
444 - Power line down	1
550 - Public service assistance, other	5
551 - Assist police or other governmental agency	1
600 - Good intent call, other	2
611 - Dispatched and cancelled en route	2
651 - Smoke scare, odor of smoke	1
745 - Alarm system activation, no fire - unintentional	6
Total: 81	
Total: 233	

Report Criteria

Agency Name: Is Equal To ROSS VALLEY FD

Basic Incident Date Original (Fd1.3): Is Equal To Last Month



Ross Valley Fire, CA

Check Report

By Check Number

Date Range: 08/01/2025 - 08/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
01535	Adrian Steel of Idaho, LLC	08/07/2025	Regular	0.00	12,788.00	24498
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
102679	Invoice	06/05/2025	06.05.2025 - STEEL MISC/SHIPPING	0.00	12,788.00	
	15.00.63154.00		VEHICLE PURCHASE		12,788.00	
01326	AMAZON.COM SERVICES LLC	08/07/2025	Regular	0.00	105.93	24499
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
14RH-3J4N-PJHY	Invoice	07/18/2025	07.18.2025 - LAMPS	0.00	105.93	
	01.14.62501.00		FURNISHINGS		105.93	
01054	BoundTree Medical	08/07/2025	Regular	0.00	731.74	24500
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
85850761	Invoice	07/21/2025	07.21.2025 - MEDICAL SUPPLIES	0.00	128.99	
	01.10.62204.00		PARAMEDIC RESPONSE S		128.99	
85852554	Invoice	07/22/2025	07.22.2025 - MEDICAL SUPPLIES	0.00	602.75	
	01.10.62204.00		PARAMEDIC RESPONSE S		602.75	
01017	Fairfax Lumber	08/07/2025	Regular	0.00	492.62	24501
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
299829	Invoice	07/15/2025	07.15.2025 - STN 21 - LUMBER	0.00	184.73	
	01.10.61000.00		TRAINING AND EDUCATIO		184.73	
300015	Invoice	07/20/2025	07.20.2025 - STN 21 - LUMBER	0.00	307.89	
	01.10.61000.00		TRAINING AND EDUCATIO		307.89	
01485	Julian Goldman	08/07/2025	Regular	0.00	375.00	24502
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0008462	Invoice	06/30/2025	08.03.2025 - REIMB - CSFT DRIVER OPERA	0.00	375.00	
	01.10.61000.00		TRAINING AND EDUCATIO		375.00	
01282	Motorola Solutions Inc	08/07/2025	Regular	0.00	355.66	24503
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8282172976	Invoice	07/25/2025	07.25.2025 - CABLE POWER/SPEAKER/M	0.00	355.66	
	01.10.63150.00		COMMUNICATIONS EQUI		355.66	
01474	Rose City Label	08/07/2025	Regular	0.00	344.00	24504
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
164555	Invoice	07/30/2025	07.30.2025 - JR FIREFIGHTER STICKERS	0.00	344.00	
	01.05.62200.00		GENERAL DEPARTMENT S		344.00	
01094	TargetSolutions Learning	08/07/2025	Regular	0.00	3,040.00	24505
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV124711	Invoice	09/01/2025	09.01.2025 - TSPREMIER VECTOR LMS ME	0.00	3,040.00	
	01.10.61000.00		TRAINING AND EDUCATIO		3,040.00	
01118	Tim Grasser	08/07/2025	Regular	0.00	8,790.98	24506

Check Report

Date Range: 08/01/2025 - 08/31/2025

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		
INV0008464	Invoice	08/07/2025	08.15.2025 ADVANCE DISABILITY PAYMEN	0.00	8,790.98	
	01.00.62999.00		CONTINGENCY		8,790.98	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	08/07/2025	Regular	0.00	202.05	24507
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5080662842	Invoice	07/28/2025	07.28.2025 - LAUNDRY SERVICES	0.00	56.92	
	01.14.62206.00		JANITORIAL MAINTENAN		56.92	
5080662843	Invoice	07/28/2025	07.28.2025 - LAUNDRY SERVICES	0.00	103.79	
	01.14.62206.00		JANITORIAL MAINTENAN		103.79	
5080663752	Invoice	07/29/2025	07.29.2025 - LAUNDRY SERVICES	0.00	41.34	
	01.14.62206.00		JANITORIAL MAINTENAN		41.34	
01486	Zachary Stolz	08/07/2025	Regular	0.00	375.00	24508
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0008463	Invoice	06/30/2025	08.03.2025 - REIMB - CSFT DRIVER OPEAT	0.00	375.00	
	01.10.61000.00		TRAINING AND EDUCATIO		375.00	
01326	AMAZON.COM SERVICES LLC	08/14/2025	Regular	0.00	552.26	24509
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
13MT-HLQR-MK7	Invoice	08/09/2025	08.09.2025 - KITCHEN SUPPLIES	0.00	247.84	
	01.05.62200.00		GENERAL DEPARTMENT S		247.84	
163W-FVQ9-9KQ	Invoice	08/11/2025	08.11.2025 - LUGGAGE RACK	0.00	71.10	
	01.14.61500.20		BUILDING MAINTENANCE		71.10	
1JPF-FGQ6-DLGF	Invoice	08/08/2025	08.08.2025 - DRAIN PLUG COOLERS	0.00	19.09	
	01.10.61000.00		TRAINING AND EDUCATIO		19.09	
1KVT-XHR7-TX4D	Invoice	08/11/2025	08.11.2025 - SPEAKERS/CABLE	0.00	47.58	
	01.14.63044.00		TECHNOLOGY PURCHASE		47.58	
1MVF-F3CM-6P1	Invoice	08/04/2025	08.04.2025 - CAR FUSES	0.00	17.44	
	01.25.62989.00		FLEET PARTS		17.44	
1NPL-PVR1-9L1R	Invoice	08/11/2025	08.11.2025 - HEAVY DUTY HANGERS	0.00	46.97	
	01.14.63042.00		EXERCISE EQUIPMENT		46.97	
1Q6K-Q1D6-K3L7	Invoice	08/07/2025	08.07.2025 - GARDEN HOSE	0.00	102.24	
	01.05.62200.00		GENERAL DEPARTMENT S		102.24	
01026	AT&T Calnet	08/14/2025	Regular	0.00	773.55	24510
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
000023895714	Invoice	08/10/2025	08.10.2025 - WIRELESS - 07.10.25-08.09.2	0.00	773.55	
	01.14.61705.00		TELEPHONE		773.55	
01059	AT&T Mobility	08/14/2025	Regular	0.00	1,304.52	24511
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
287301083016X0	Invoice	08/02/2025	08.02.2025 - WIRELESS - 07.03.25-08.02.2	0.00	1,304.52	
	01.14.61705.00		TELEPHONE		1,304.52	
01054	BoundTree Medical	08/14/2025	Regular	0.00	674.46	24512
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85871979	Invoice	08/06/2025	08.06.2025 - MEDICAL SUPPLIES	0.00	674.46	
	01.10.62204.00		PARAMEDIC RESPONSE S		674.46	
01148	Brian Costello	08/14/2025	Regular	0.00	720.00	24513

Check Report

Date Range: 08/01/2025 - 08/31/2025

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			
2025-04	Invoice	08/06/2025	08.06.2025 - ONGOING MAINTENANCE	0.00	720.00	
01.05.61121.00	COMPUTER SOFTWARE/S	08.06.2025 - ONGOING MAINTENANCE	720.00			
01490	City of Foster City	08/14/2025	Regular	0.00	582.00	24514
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
16638	Invoice	08/04/2025	08.04.2025 - CALOPPS POSTING - FFPM	0.00	582.00	
01.05.61129.00	HIRING EXPENSES	08.04.2025 - CALOPPS POSTING	582.00			
01402	Davis Sign Company	08/14/2025	Regular	0.00	54.63	24515
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
40231	Invoice	08/01/2025	08.01.2025 - BUSINESS HOURS LETTERIN	0.00	54.63	
01.25.61600.00	FLEET MAINTENANCE/RE	08.01.2025 - BUSINESS HOURS L	54.63			
01272	Diesel Direct West Inc	08/14/2025	Regular	0.00	1,348.48	24516
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
86701166	Invoice	08/05/2025	08.05.2025 - ULSD CLEAR - 257.3 GAL	0.00	1,348.48	
01.25.62988.00	FUEL	08.05.2025 - ULSD CLEAR - 257.	1,348.48			
01017	Fairfax Lumber	08/14/2025	Regular	0.00	55.72	24517
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
299987	Invoice	07/19/2025	07.19.2025 - SCREW	0.00	0.19	
01.14.61500.21	BUILDING MAINTENANCE	07.19.2025 - SCREW	0.19			
300821	Invoice	08/07/2025	08.07.2025 - SPRAY PAINT	0.00	55.53	
01.05.62200.00	GENERAL DEPARTMENT S	08.07.2025 - SPRAY PAINT	55.53			
01523	JLD Investigations	08/14/2025	Regular	0.00	1,500.00	24518
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
25-011	Invoice	08/07/2025	08.07.2025 - BACKGROUND CHECK - MAR	0.00	1,500.00	
01.05.61129.00	HIRING EXPENSES	08.07.2025 - BACKGROUND CHE	1,500.00			
01537	Johnson & Daly Moving	08/14/2025	Regular	0.00	806.40	24519
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
25-409	Invoice	07/01/2025	07.01.2025 - FH20 - MOVING LABOR	0.00	806.40	
01.14.61500.00	BUILDING MAINTENANCE	07.01.2025 - FH20 - MOVING LA	806.40			
01193	Marin Automotive	08/14/2025	Regular	0.00	1,388.96	24520
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
40326	Invoice	08/05/2025	08.05.2025 - 2004 CHEVY SILVERADO 250	0.00	487.31	
01.25.61600.00	FLEET MAINTENANCE/RE	08.05.2025 - 2004 CHEVY SILVE	487.31			
40375	Invoice	08/11/2025	08.11.2025 - 2010 FORD EXPLORER SERVI	0.00	901.65	
01.25.61600.00	FLEET MAINTENANCE/RE	08.11.2025 - 2010 FORD EXPLO	901.65			
01020	PG&E	08/14/2025	Regular	0.00	1,533.03	24521
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
006-08062025	Invoice	08/06/2025	006 - TEMP FACILITIES - 07.01.25-07.30.2	0.00	1,533.03	
01.14.61702.00	GAS AND ELECTRIC	006 - TEMP FACILITIES - 07.01.2	1,533.03			
01536	RRS Fire Alarm Inc	08/14/2025	Regular	0.00	1,500.00	24522

Check Report

Date Range: 08/01/2025 - 08/31/2025

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		
7998	Invoice	02/24/2025	02.24.2025 - STN 19 - CAMERA CABLING	0.00	1,500.00	
	01.10.63150.00		COMMUNICATIONS EQUI		1,500.00	
01098	Verizon Wireless	08/14/2025	Regular	0.00	927.98	24523
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6120010163	Invoice	08/01/2025	08.01.2025 - WIRELESS - 07.02.25-08.01.2	0.00	927.98	
	01.14.61705.00		TELEPHONE		927.98	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	08/14/2025	Regular	0.00	202.05	24524
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5080666464	Invoice	08/04/2025	08.04.2025 - LAUNDRY SERVICES	0.00	56.92	
	01.14.62206.00		JANITORIAL MAINTENAN		56.92	
5080666465	Invoice	08/04/2025	08.04.2025 - LAUNDRY SERVICES	0.00	103.79	
	01.14.62206.00		JANITORIAL MAINTENAN		103.79	
5080667391	Invoice	08/05/2025	08.05.2025 - LAUNDRY SERVICES	0.00	41.34	
	01.14.62206.00		JANITORIAL MAINTENAN		41.34	
01339	WATTCO	08/14/2025	Regular	0.00	251.21	24525
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
65637	Invoice	05/08/2025	05.08.2025 - 2025 FORD EXPLORER CUST	0.00	251.21	
	01.25.61600.00		FLEET MAINTENANCE/RE		251.21	
01506	Wells Fargo Financial Leasing, INC	08/14/2025	Regular	0.00	360.52	24526
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5035439987	Invoice	08/09/2025	08.09.2025 - KYOCERA COPIER LEASE	0.00	360.52	
	01.05.61105.00		OTHER CONTRACT SERVI		360.52	
01326	AMAZON.COM SERVICES LLC	08/21/2025	Regular	0.00	195.56	24527
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1XWR-J93Y-GV6L	Invoice	08/18/2025	08.18.2025 - FRYING PAN	0.00	195.56	
	01.05.62200.00		GENERAL DEPARTMENT S		195.56	
01059	AT&T Mobility	08/21/2025	Regular	0.00	921.11	24528
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8037875016	Invoice	08/11/2025	08.11.2025 - WIRELESS - 07.11.25-08.10.2	0.00	921.11	
	01.14.61705.00		TELEPHONE		921.11	
01054	BoundTree Medical	08/21/2025	Regular	0.00	1,800.98	24529
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85768122	Invoice	05/12/2025	05.12.2025 - MEDICAL SUPPLIES	0.00	519.11	
	01.10.62204.00		PARAMEDIC RESPONSE S		519.11	
85882530	Invoice	08/14/2025	08.14.2025 - MEDICAL SUPPLIES	0.00	1,281.87	
	01.10.62204.00		PARAMEDIC RESPONSE S		1,281.87	
01402	Davis Sign Company	08/21/2025	Regular	0.00	1,421.91	24530
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
40291	Invoice	08/14/2025	08.14.2025 - ENGINE 18 LETTER REMOVA	0.00	400.00	
	01.25.61600.00		FLEET MAINTENANCE/RE		400.00	
40292	Invoice	08/14/2025	08.14.2025 - WILDFIRE PREP COORDNTR	0.00	1,021.91	

Check Report

Date Range: 08/01/2025 - 08/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.25.61600.00	FLEET MAINTENANCE/RE	08.14.2025 - WILDFIRE PREP CO		1,021.91	
01538	Digital Deployment, Inc.	08/21/2025	Regular	0.00	1,500.00	24531
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
UNA0P6I1-0001	Invoice	08/14/2025	08.14.2025 - MIGRATION	0.00	1,500.00	
	01.05.61122.00		WEB PAGE DESIGN AND		750.00	
	01.14.63044.00		TECHNOLOGY PURCHASE		750.00	
01017	Fairfax Lumber	08/21/2025	Regular	0.00	61.42	24532
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
301132	Invoice	08/15/2025	08.15.2025 - HARDWARE/SUNSHADE	0.00	60.34	
	01.05.62200.00		GENERAL DEPARTMENT S		82.48	
	01.05.62200.00		GENERAL DEPARTMENT S		-22.14	
301146	Invoice	08/15/2025	08.15.2025 - STN 19 - WALLPLATE RECEIPT	0.00	1.08	
	01.14.61500.19		BUILDING MAINTENANCE		1.08	
01028	L. N. Curtis and Sons	08/21/2025	Regular	0.00	68.46	24533
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV966275	Invoice	07/08/2025	07.08.2025 - HYDRANT TOOL BAG	0.00	68.46	
	01.10.61410.00		EQUIPMENT MAINTENAN		68.46	
01463	Scott's PPE Recon Inc.	08/21/2025	Regular	0.00	1,634.51	24534
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
40256	Invoice	07/31/2025	07.31.2025 - STN 19 - EXTRACTOR PUMP I	0.00	1,634.51	
	01.14.63040.00		APPLIANCES		1,634.51	
01334	Teleflex LLC	08/21/2025	Regular	0.00	655.50	24535
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9510403344	Invoice	08/14/2025	08.14.2025 - STABILIZERS/NEEDLES	0.00	655.50	
	01.10.62204.00		PARAMEDIC RESPONSE S		655.50	
01185	The Ed Jones Co Inc	08/21/2025	Regular	0.00	2,925.78	24536
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
59377	Invoice	07/21/2025	07.21.2025 - BADGES/NAMES BARS	0.00	2,925.78	
	01.05.62200.00		GENERAL DEPARTMENT S		2,925.78	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	08/21/2025	Regular	0.00	202.05	24537
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
5080670098	Invoice	08/11/2025	08.11.2025 - LAUNDRY SERVICES	0.00	56.92	
	01.14.62206.00		JANITORIAL MAINTENAN		56.92	
5080670099	Invoice	08/11/2025	08.11.2025 - LAUNDRY SERVICES	0.00	103.79	
	01.14.62206.00		JANITORIAL MAINTENAN		103.79	
5080671017	Invoice	08/12/2025	08.12.2025 - LAUNDRY SERVICES	0.00	41.34	

Check Report

Date Range: 08/01/2025 - 08/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.14.62206.00	JANITORIAL MAINTENAN	08.12.2025 - LAUNDRY SERVICE		41.34	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	59	40	0.00	53,524.03
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
	59	40	0.00	53,524.03

Check Report

Date Range: 08/01/2025 - 08/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY-Payroll Payable						
01013	AFLAC Business Services	08/06/2025	Regular	0.00	6,439.16	11660
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008438	Invoice	08/15/2025	AFLAC	0.00	6,439.16	
	01.00.20271.00		AFLAC P/R DEDUCTION		6,439.16	
01004	CAPF	08/06/2025	Regular	0.00	457.25	11661
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008441	Invoice	08/15/2025	DISABILITY INSURANCE	0.00	457.25	
	01.00.20275.00		DISABILITY INSURANCE W		457.25	
			DISABILITY INSURANCE			
01161	Nationwide Retirement Solutions	08/06/2025	Regular	0.00	2,258.16	11662
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008443	Invoice	08/15/2025	NATIONWIDE RETIREMENT	0.00	2,258.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		2,258.16	
			NATIONWIDE RETIREMENT			
01069	Ross Valley Firefighters Association	08/06/2025	Regular	0.00	3,580.50	11663
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008454	Invoice	08/15/2025	UNION DUES	0.00	3,580.50	
	01.00.20289.00		UNION DUES WITHHELD		3,580.50	
			UNION DUES			
01013	AFLAC Business Services	08/21/2025	Regular	0.00	6,960.84	11667
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008470	Invoice	08/29/2025	AFLAC	0.00	6,960.84	
	01.00.20271.00		AFLAC P/R DEDUCTION		6,960.84	
			AFLAC			
01004	CAPF	08/21/2025	Regular	0.00	604.75	11668
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008473	Invoice	08/29/2025	DISABILITY INSURANCE	0.00	604.75	
	01.00.20275.00		DISABILITY INSURANCE W		604.75	
			DISABILITY INSURANCE			
01161	Nationwide Retirement Solutions	08/21/2025	Regular	0.00	2,308.16	11669
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008475	Invoice	08/29/2025	NATIONWIDE RETIREMENT	0.00	2,308.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		2,308.16	
			NATIONWIDE RETIREMENT			
01069	Ross Valley Firefighters Association	08/21/2025	Regular	0.00	3,580.50	11670

Check Report

Date Range: 08/01/2025 - 08/31/2025

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		
INV0008486	Invoice	08/29/2025	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	8	8	0.00	26,189.32
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
	8	8	0.00	26,189.32

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	67	48	0.00	79,713.35
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
	67	48	0.00	79,713.35

Fund Summary

Fund	Name	Period	Amount
98	POOLED PAYROLL	8/2025	26,189.32
99	POOLED CASH	8/2025	53,524.03
			79,713.35



Ross Valley Fire, CA

Budget Report Account Summary

For Fiscal: 2025-2026 Period Ending: 08/31/2025

		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	2,916,686.77	2,916,686.77	242,738.10	485,902.77	-2,430,784.00	83.34 %
01.00.47502.00	ROSS	2,491,975.41	2,491,975.41	0.00	209,971.38	-2,282,004.03	91.57 %
01.00.47503.00	SAN ANSELMO	5,073,598.11	5,073,598.11	422,244.68	845,231.35	-4,228,366.76	83.34 %
01.00.47504.00	SLEEPY HOLLOW	1,602,298.60	1,602,298.60	133,349.59	266,933.51	-1,335,365.09	83.34 %
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	82,400.00	82,400.00	6,866.75	13,733.50	-68,666.50	83.33 %
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,713,109.24	1,713,109.24	142,759.08	285,518.16	-1,427,591.08	83.33 %
01.00.49501.00	COUNTY OF MARIN	279,779.00	279,779.00	0.00	0.00	-279,779.00	100.00 %
01.00.49504.00	RVPA REIMBURSEMENT MEDIC PR	294,127.00	294,127.00	0.00	0.00	-294,127.00	100.00 %
01.00.49507.00	LAIF INTEREST	17,500.00	17,500.00	0.00	0.00	-17,500.00	100.00 %
01.00.49509.00	RVPA AGENCY REIMBURSEMENT	47,290.00	47,290.00	0.00	0.00	-47,290.00	100.00 %
01.00.49510.00	PLAN CHECKING FEES	330,000.00	330,000.00	26,609.41	35,245.05	-294,754.95	89.32 %
01.00.49512.00	MISCELLANEOUS INCOME	10,000.00	10,000.00	0.00	151.01	-9,848.99	98.49 %
01.00.49513.00	WORKERS COMP REIMBURSEMENT	0.00	0.00	6,182.02	21,624.39	21,624.39	0.00 %
01.00.49517.00	DISASTER COORDINATOR REIMB.	93,044.76	93,044.76	0.00	0.00	-93,044.76	100.00 %
01.00.49523.00	VEHICLE REPLACEMENT	387,924.78	387,924.78	25,789.69	56,885.81	-331,038.97	85.34 %
01.00.49524.00	TECHNOLOGY FEES	27,519.54	27,519.54	2,002.86	3,725.67	-23,793.87	86.46 %
01.00.49526.19	STATION MAINT REVENUE #19	15,000.00	15,000.00	14,600.43	0.00	-15,000.00	100.00 %
01.00.49526.20	STATION MAINT REVENUE #20	15,000.00	15,000.00	11,207.95	0.00	-15,000.00	100.00 %
01.00.49526.21	STATION MAINT REVENUE #21	15,000.00	15,000.00	0.00	-14,607.81	-29,607.81	197.39 %
Revenue Total:		15,412,253.21	15,412,253.21	1,034,350.56	2,210,314.79	-13,201,938.42	85.66%
Expense							
01.00.60000.00	REGULAR SALARIES	5,753,394.63	5,753,394.63	429,137.67	854,195.05	4,899,199.58	85.15 %
01.00.60010.00	TEMPORARY HIRE	17,389.00	17,389.00	0.00	0.00	17,389.00	100.00 %
01.00.60020.00	MINIMUM STAFFING	873,279.00	873,279.00	89,640.01	161,055.69	712,223.31	81.56 %
01.00.60021.00	HOURLY OVERTIME	111,770.00	111,770.00	4,866.18	7,553.28	104,216.72	93.24 %
01.00.60024.00	SHIFT DIFFERENTIAL OT	25,319.00	25,319.00	786.30	786.30	24,532.70	96.89 %
01.00.60025.00	OT OES RESPONSE	0.00	0.00	34,299.93	34,299.93	-34,299.93	0.00 %
01.00.60026.00	OT TRAINING	84,605.00	84,605.00	13,598.34	17,048.01	67,556.99	79.85 %
01.00.60027.00	HOLIDAY	271,606.12	271,606.12	21,030.28	42,045.17	229,560.95	84.52 %
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	33,943.00	33,943.00	474.41	474.41	33,468.59	98.60 %
01.00.60029.00	FLSA O/T	121,534.07	121,534.07	9,186.29	13,780.02	107,754.05	88.66 %
01.00.60035.00	ACCRUED LEAVE PAYOUT	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
01.00.60039.00	EXECUTIVE OFFICER	3,600.00	3,600.00	300.00	600.00	3,000.00	83.33 %
01.00.60040.00	BOARD MEMBER STIPEND	8,000.00	8,000.00	500.00	1,200.00	6,800.00	85.00 %
01.00.60100.00	RETIREMENT	2,965,905.25	2,965,905.25	92,541.35	1,893,493.87	1,072,411.38	36.16 %
01.00.60200.00	CAFETERIA HEALTH PLAN	1,195,000.00	1,195,000.00	90,527.60	196,155.16	998,844.84	83.59 %
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	69,804.92	69,804.92	5,018.64	9,923.22	59,881.70	85.78 %
01.00.60215.00	WORKERS' COMPENSATION INSUR	630,845.15	630,845.15	0.00	215,105.00	415,740.15	65.90 %
01.00.60220.00	PAYROLL TAXES	110,302.58	110,302.58	8,768.51	18,398.82	91,903.76	83.32 %
01.00.60221.00	HOUSING ALLOWANCE	0.00	0.00	-235.98	-471.96	471.96	0.00 %
01.00.60223.00	UNIFORM REIMBURSEMENT	28,080.00	28,080.00	2,072.74	4,114.41	23,965.59	85.35 %
01.00.60225.00	EDUCATION REIMBURSEMENT	162,601.74	162,601.74	12,304.38	24,601.91	137,999.83	84.87 %
01.00.60231.00	RETIREE'S HEALTH INSURANCE	605,337.00	605,337.00	38,171.09	77,854.70	527,482.30	87.14 %
01.00.61103.00	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	0.00	20.00	-20.00	0.00 %
01.00.61110.00	MERA OPERATING EXPENSE	0.00	0.00	0.00	76,612.00	-76,612.00	0.00 %
01.00.61115.00	LIABILITY INSURANCE	79,469.00	79,469.00	0.00	79,469.00	0.00	0.00 %
01.00.62999.00	CONTINGENCY	46,184.00	46,184.00	8,790.98	17,581.96	28,602.04	61.93 %
01.00.67099.00	TRANSFERS OUT	387,924.78	387,924.78	0.00	0.00	387,924.78	100.00 %
01.05.61103.00	AUDIT & BOOKKEEPING SERVICES	34,558.58	34,558.58	864.47	1,758.75	32,799.83	94.91 %
01.05.61105.00	OTHER CONTRACT SERVICES	93,334.00	93,334.00	360.52	26,913.02	66,420.98	71.16 %

Budget Report

For Fiscal: 2025-2026 Period Ending: 08/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01.05.61107.00	ATTORNEY/LEGAL FEES	18,540.00	18,540.00	0.00	0.00	18,540.00	100.00 %
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	90.76	382.51	2,517.49	86.81 %
01.05.61120.00	CONTRACT SERVICES-SAN ANSELM	136,000.00	136,000.00	0.00	34,000.00	102,000.00	75.00 %
01.05.61121.00	COMPUTER SOFTWARE/SUPPORT	47,761.00	47,761.00	720.00	5,885.02	41,875.98	87.68 %
01.05.61122.00	WEB PAGE DESIGN AND MAINTENA	13,229.00	13,229.00	750.00	750.00	12,479.00	94.33 %
01.05.61127.00	HEALTH AND WELLNESS	58,991.00	58,991.00	0.00	0.00	58,991.00	100.00 %
01.05.61129.00	HIRING EXPENSES	20,000.00	20,000.00	2,082.00	2,362.00	17,638.00	88.19 %
01.05.61300.00	PUBLICATIONS AND DUES	10,467.23	10,467.23	0.00	7,387.00	3,080.23	29.43 %
01.05.62000.00	OFFICE SUPPLIES	5,253.00	5,253.00	0.00	0.00	5,253.00	100.00 %
01.05.62003.00	POSTAGE	1,148.45	1,148.45	0.00	0.00	1,148.45	100.00 %
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	14,349.69	14,349.69	661.51	4,666.12	9,683.57	67.48 %
01.10.60065.02	EXPLORER POST	9,835.00	9,835.00	0.00	0.00	9,835.00	100.00 %
01.10.61000.00	TRAINING AND EDUCATION	49,707.80	49,707.80	19.09	563.71	49,144.09	98.87 %
01.10.61100.00	DISPATCH	402,321.00	402,321.00	0.00	0.00	402,321.00	100.00 %
01.10.61101.00	RADIO REPAIR	5,463.64	5,463.64	0.00	0.00	5,463.64	100.00 %
01.10.61102.00	HAZARDOUS MATERIAL REMOVAL	1,030.00	1,030.00	0.00	0.00	1,030.00	100.00 %
01.10.61108.00	HAZARDOUS MATERIAL CONTRACT	13,998.00	13,998.00	0.00	0.00	13,998.00	100.00 %
01.10.61110.00	MERA OPERATING EXPENSE	110,559.17	110,559.17	0.00	0.00	110,559.17	100.00 %
01.10.61410.00	EQUIPMENT MAINTENANCE	13,004.00	13,004.00	0.00	68.46	12,935.54	99.47 %
01.10.62203.00	EMERGENCY RESPONSE SUPPLIES	4,750.00	4,750.00	0.00	0.00	4,750.00	100.00 %
01.10.62204.00	PARAMEDIC RESPONSE SUPPLIES	42,436.00	42,436.00	2,611.83	5,944.84	36,491.16	85.99 %
01.10.62210.00	BREATHING APPARATUS	7,539.82	7,539.82	0.00	0.00	7,539.82	100.00 %
01.10.62211.00	BREATHING APPARATUS-CONTRACT	7,991.11	7,991.11	0.00	0.00	7,991.11	100.00 %
01.10.62213.00	PERSONAL PROTECTIVE EQUIPMEN	41,764.44	41,764.44	0.00	0.00	41,764.44	100.00 %
01.10.63131.00	EQUIPMENT	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
01.10.63140.00	HYDRANTS	42,519.27	42,519.27	0.00	0.00	42,519.27	100.00 %
01.10.63150.00	COMMUNICATIONS EQUIPMENT	23,635.00	23,635.00	0.00	355.66	23,279.34	98.50 %
01.10.63160.00	TURNOUTS	51,869.77	51,869.77	0.00	0.00	51,869.77	100.00 %
01.14.61500.00	BUILDING MAINTENANCE AND LAN	18,500.00	18,500.00	0.00	806.40	17,693.60	95.64 %
01.14.61500.19	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	1.08	84.09	14,915.91	99.44 %
01.14.61500.20	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	71.10	945.76	14,054.24	93.69 %
01.14.61500.21	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	5,627.34	9,372.66	62.48 %
01.14.61702.00	GAS AND ELECTRIC	55,000.00	55,000.00	1,533.03	1,533.03	53,466.97	97.21 %
01.14.61703.00	WATER	9,500.00	9,500.00	0.00	0.00	9,500.00	100.00 %
01.14.61704.00	SEWER	5,483.00	5,483.00	0.00	0.00	5,483.00	100.00 %
01.14.61705.00	TELEPHONE	72,263.00	72,263.00	3,927.16	3,927.16	68,335.84	94.57 %
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLI	10,927.00	10,927.00	404.10	1,010.25	9,916.75	90.75 %
01.14.62501.00	FURNISHINGS	8,487.00	8,487.00	0.00	105.93	8,381.07	98.75 %
01.14.63040.00	APPLIANCES	5,305.00	5,305.00	0.00	4,520.49	784.51	14.79 %
01.14.63041.00	OFFICE EQUIPMENT	10,609.00	10,609.00	0.00	0.00	10,609.00	100.00 %
01.14.63042.00	EXERCISE EQUIPMENT	9,000.00	9,000.00	-17,953.03	-17,953.03	26,953.03	299.48 %
01.14.63044.00	TECHNOLOGY PURCHASES	27,520.00	27,520.00	797.58	797.58	26,722.42	97.10 %
01.15.61131.00	FIRE PREVENTION	4,880.00	4,880.00	0.00	0.00	4,880.00	100.00 %
01.15.62220.00	COMMUNITY EDUCATION & PREP.	9,904.00	9,904.00	0.00	0.00	9,904.00	100.00 %
01.25.61600.00	FLEET MAINTENANCE/REPAIRS	100,000.00	100,000.00	2,865.50	2,865.50	97,134.50	97.13 %
01.25.62988.00	FUEL	51,000.00	51,000.00	1,348.48	4,978.40	46,021.60	90.24 %
01.25.62989.00	FLEET PARTS	18,025.00	18,025.00	17.44	78.79	17,946.21	99.56 %
Expense Total:		15,412,253.21	15,412,253.21	862,951.34	3,846,260.73	11,565,992.48	75.04%
Fund: 01 - GENERAL FUND Surplus (Deficit):		0.00	0.00	171,399.22	-1,635,945.94	-1,635,945.94	0.00%
Fund: 15 - VEHICLE FUND							
Revenue							
15.00.51999.00	TRANSFERS IN	387,924.78	387,924.78	0.00	0.00	-387,924.78	100.00 %
Revenue Total:		387,924.78	387,924.78	0.00	0.00	-387,924.78	100.00%
Expense							
15.00.63154.00	VEHICLE PURCHASE	68,145.00	68,145.00	0.00	0.00	68,145.00	100.00 %
15.00.64010.00	LEASE PAYMENT - PRINCIPAL	163,832.63	163,832.63	0.00	0.00	163,832.63	100.00 %

Budget Report

For Fiscal: 2025-2026 Period Ending: 08/31/2025

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
15.00.64110.00 LEASE PAYMENT - INTEREST	5,284.59	5,284.59	0.00	0.00	5,284.59	100.00 %
Expense Total:	237,262.22	237,262.22	0.00	0.00	237,262.22	100.00%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	150,662.56	150,662.56	0.00	0.00	-150,662.56	100.00%
Report Surplus (Deficit):	150,662.56	150,662.56	171,399.22	-1,635,945.94	-1,786,608.50	1,185.83%

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND						
Revenue	15,412,253.21	15,412,253.21	1,034,350.56	2,210,314.79	-13,201,938.42	85.66%
Expense	15,412,253.21	15,412,253.21	862,951.34	3,846,260.73	11,565,992.48	75.04%
Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	171,399.22	-1,635,945.94	-1,635,945.94	0.00%
Fund: 15 - VEHICLE FUND						
Revenue	387,924.78	387,924.78	0.00	0.00	-387,924.78	100.00%
Expense	237,262.22	237,262.22	0.00	0.00	237,262.22	100.00%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	150,662.56	150,662.56	0.00	0.00	-150,662.56	100.00%
Report Surplus (Deficit):	150,662.56	150,662.56	171,399.22	-1,635,945.94	-1,786,608.50	1,185.83%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	0.00	171,399.22	-1,635,945.94	-1,635,945.94
15 - VEHICLE FUND	150,662.56	150,662.56	0.00	0.00	-150,662.56
Report Surplus (Deficit):	150,662.56	150,662.56	171,399.22	-1,635,945.94	-1,786,608.50



**ROSS VALLEY FIRE DEPARTMENT
BOARD OF DIRECTORS AGENDA
Wednesday, August 13, 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.**

Roll Call: Finn, Burdo, Coler, Walker, Dowling, Kircher

2. 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.

3. Chief Report – Verbal update by Fire Chief Mahoney

FireFighter Paramedic Recruitment: 21 applicants which is more than we've had previously. The flyer is well done with QR codes and has a timeline of recruitment. Wildfire Preparedness Coordinator, Nicole Marcucci, will begin on Monday, August 18. Evacuation drill September 6 held in conjunction with Ember Stomp. An evacuation preparedness infograph was created based on the Marin Voice IJ article. There is a sidewalk CPR event happening this Saturday. Fire Station 20 progress moving forward with a completion date of July 2026. Fire Station 21 remodel received approval to move forward with a cost estimate. There was a vehicle accident where a gentleman was trapped under a vehicle and unfortunately did not survive despite extrication and resuscitation efforts. An event diffusing was done after the incident.

Director Coler said that Firewise Communities that participate in the evacuation drill and Ember Stomp can get credit for disaster preparedness. Marin has more Firewise communities than anywhere else. Please get the word out.

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



Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

approved with one action.

- a) Receive call report for July

[Item 4a - Call Report](#)

- b) Acknowledge check register issued during July

[Item 4b - Check Register](#)

- c) Receive current budget report

[Item 4c - Budget Report](#)

- d) Approve Minutes of the July 9, 2025, Board meeting

[Item 4d - Minutes July 9, 2025](#)

- e) Adopt Resolution 25-14 Approving a Publicly Available Pay Schedule for FY25-26

[Item 4e Staff Report](#)

[Item 4e - Attachment 1 - Resolution 25-14](#)

No public comment.

M/S Coler/Finn to approve consent agenda - roll call vote, six ayes: Finn, Burdo, Coler, Walker, Dowling, Kircher

- 5. Announce Adjournment to Closed Session: (7 pm)**

No public comment

Convene in Closed Session:

- a. Public Employee Performance Evaluation (Government Code 54957)**
Title: Fire Chief Dan Mahoney
- b. Conference with Labor Negotiators (Government Code 54957.6)**
Agency Designated Representative: Dave Donery
Employee: Dan Mahoney
Position: Fire Chief

Reconvene from closed session. Board provided direction to Executive Officer and staff



Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

regarding labor negotiations for Fire Chief compensation.

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

Christa Johnson shared that Ross Property Owners Association are doing a first aid event including CPR training on September 27 at Ross Common.

7. Adjourn

The next meeting is scheduled for Wednesday, September 10, 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 DEPARTMENT STAFF REPORT

For the meeting of: September 10, 2025

To: Board of Directors
From: David P. Donery, Executive Officer
Subject: Fire Chief Employment Agreement

RECOMMENDATION:

That the Board approved the updated Employment Agreement for Ross Valley Fire Chief Dan Mahoney.

BACKGROUND:

Dan Mahoney was appointed Ross Valley Fire Chief by the Fire Board on June 12, 2024 and signed a one-year agreement. Chief Mahoney and the department's management committee negotiated the terms of a proposed successor contract. At the August 13, 2025 Fire Board meeting, in Closed Session, the Board reviewed the proposed successor contract and provided direction to staff.

DISCUSSION:

The Chief's current total compensation includes his base salary of \$254,629 plus a 2.5% educational incentive which bring his FY 2024/25 total compensation to \$260,995.

After negotiations with the management committee, discussion with the Fire Board and an analysis of the current total compensation of other Marin County Fire Chiefs, the following terms are reflected in the proposed agreement:

Salary: 4% COLA plus a 1.23% Equity Adjustment bringing the base salary to \$268,072

Longevity Pay: After twenty (20) years of completed full-time permanent service, the Employee will receive 4% additional base pay. Chief Mahoney qualifies for this.

Educational Incentive: RVFD Educational Incentive Program: All employees who have an Associate's degree or 60 college units shall receive a sum equivalent to 2.5% of base monthly salary. Differential pay, incentive pay, or any other form of compensation will not be included for the calculation of Educational Incentive. The Chief qualifies for this incentive, and his benefit remains unchanged.

The department offers a 5% increase for employees with a bachelor's degree.

The sum total of these terms adds up to a year over year 9.23% increase in the Chief's compensation and would bring his total compensation for the 2025/26 fiscal year to \$285,497.

The current median total compensation for Fire Chiefs in Marin County is \$291,641.

If approved, this agreement will be retroactive to July 1, 2025.

Vacation Time:

In addition to compensation, the updated agreement includes the addition of two additional vacation days added to the Chief's monthly accrual. The Chief currently accrues 204 hours per month, and the additional two days makes the new accrual become 220 annually. This would make the annual vacation accrual in line with the County average of 224 hours per year.

Multi-Year Agreement:

To coincide with the Firefighters and Battalion Chief MOU, this agreement spans three fiscal years and includes a COLA of 4% in years two and three, mirroring the Chief Officer's agreement.

Ongoing Goals and Professional Development:

As part of the Chief's performance review and with input from the Fire Board, the following goals have been set for the 2025/26 fiscal year:

Leadership (October 2025) - Attend California Fire Chiefs Association Conference. Attend various leadership and workshops the conference has to offer. (Issues Facing The Fire Service Labor And Management, Firefighter Recruitment Strategies, Policy Updates And Covering Your Agency/Leadership Expectations Engaging Your Next Generation Firefighters).

Leadership (by May 2026) – Will seek out and attend executive management level finance and budget training opportunities.

Leadership - Have Department fully staffed by filling four Firefighter Paramedic vacancies along with staffing the 40 hr. Battalion Chief Position (by June 2026).

Leadership – Onboard Wildfire Preparedness Coordinator position and integrate into member agencies needs (by January 2026).

Project Management – Work with the town of San Anselmo to complete the Fire Station 20 remodel project (before July 2026).

Project Management – Work with the Town of Fairfax to prepare Fire Station 21 remodel project bid (before July 2026)

Project Management - Consolidate all three JPA Amendments into one JPA version (by July 2026)

Project Management - Review current RVFD fee schedule and work with the Finance Department to determine if fees need to be revised through the execution of a fee study (by March 2026).

CONCLUSION:

Once approved, the compensation for the Fire Chief position is set through the 2027/28 fiscal year. The management committee will continue to conduct an annual performance review along with the development of annual goals and a professional development plan, with input from the Board.

Attachment #1: FY 2024/25 RVFD Fire Chief Employment Agreement

EMPLOYMENT AGREEMENT

Fire Chief Daniel J. Mahoney

This Employment Agreement ("Agreement") is made and entered into as of September 10, 2025, by and between the Ross Valley Fire Department, a California joint powers authority, established as a separate entity pursuant to the Joint Exercise of Powers Act, commencing at California Government Code § 6500 ("Employer" or "Department") and Daniel Joseph Mahoney, an individual ("Employee"). Both Employer and Employee may be referred to as "parties" in this Agreement.

RECITALS

- A. Employer desires to engage the services of Employee and Employee desires to accept employment.
- B. Employer and Employee wish to enter into an Employment Agreement that sets forth the rights and obligations of the parties and that will supersede all prior negotiations, discussions, or agreements.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, Employer and Employee agree as follows:

Section 1: Effective Date

Effective from the effective date of Employee's appointment, as determined by Board action, Employer agrees to employ Employee as its Fire Chief. This agreement may be amended and shall continue until terminated.

Section 2: Duties and Authority

Employee shall exercise the full powers and perform the duties of the position of Fire Chief, as set forth in the Authority's Joint Powers Agreement; applicable resolutions, rules, regulations, Department

manuals, and procedures; the applicable job description (Policy 202) and under state or federal law, as each of them currently or may in the future exist. Employee shall exercise such other powers and perform such other duties as Board, through the Executive Officer, may from time to time assign.

Section 3: Employee Obligation

Employee shall devote his full energies, interest, abilities, and productive time to the performance of this Agreement, and utilize his best efforts to promote the Authority's interests. Employee shall not engage in any activity, consulting service, or enterprise, for compensation or otherwise, which is actually or potentially in conflict with or inimical to, or which materially interferes with, his duties and responsibilities to Employer. In all cases where Employee desires to engage in outside services for compensation, Employee shall receive written authorization from the Board or the Executive Officer.

Section 4: Compensation

- A. Base Salary - Employer shall pay Employee an initial annual salary of \$268,072, paid retroactively to July 1, 2025 and subject to legally permissible or required withholding, prorated and paid on Employer's normal paydays. Employee's salary is compensation for all hours worked.
- B. Term of Agreement: The term of this agreement shall begin on July 1, 2025 and will terminate on June 30, 2028.
- C. Annual Cost of Living Adjustment (COLA): The Employee will receive a 4% COLA on July 1, 2026 and a 4% COLA on July 1, 2027. This COLA will represent an increase to the employee's base salary.
- D. Longevity Pay: After twenty (20) years of completed full-time permanent service, the Employee will receive 4% additional base pay.
- E. Compensation Adjustment – Upon completion of this agreement, the Fire Chief's salary shall be reviewed by the Board or Executive

Director. Recommendations for salary adjustments shall include, but not be limited to, consideration of the following:

Annual Written Performance Evaluation
Average County of Marin Fire Chief median total compensation
(excluding medical coverage but including CalPERS Employer
Paid Member Contributions)
Internal equity and compaction
Bay Area Consumer Price Index (San
Francisco-Oakland-Hayward)

- F. Overtime Compensation - Employee shall be exempt from the overtime pay provisions of California law and federal law.

Section 5: Benefits

- A. Health Benefits (Plan Health Insurance-Active Employees) - Employee shall receive the same health benefits as provided to other Department safety employees according to the Chief Officer Association MOU.
- B. Cafeteria Plan - Employee shall receive the same cafeteria plan benefits as provided to other Department safety employees according to the Chief Officer Association MOU.
- C. Retirement - Employee shall receive the same retirement benefits as provided to other Department safety employees according to the Chief Officer Association MOU.
- D. Health Insurance Retiree - Employee shall receive the same health insurance retiree benefits as provided to other Department safety employees according to the Chief Officer Association MOU.
- E. Uniform Allowance - Employee shall receive the same uniform allowance as provided to other Department safety employees according to the Chief Officer Association MOU.
- F. Educational Incentive - Employee shall receive the same educational incentive as provided to other Department safety employees according to the Chief Officer Association MOU.

- G. Deferred Compensation - Employee shall receive the same deferred compensation option as provided to other Department safety employees according to the Chief Officer Association MOU.
- H. Holidays - Employee shall receive the same holidays as outlined in the Chief Officers Association MOU. Employee's salary includes holiday pay. Accordingly, the Employee shall not be entitled to any additional salary or compensation for working on a holiday or to any form of holiday pay (in addition to base salary) or holiday in-lieu pay.
- I. Vehicle - The Department shall provide the employee with a Department-owned and maintained vehicle equipped for emergency response for Fire Chiefs use subject to any rules for use as proscribed by the Board or Executive Director. Other than transportation to and from home to work, Fire Chief shall not use the Department-owned vehicle for any personal purpose. Incidental trips in the course of daily living (medical/dental appointment, trip to grocery store, etc.) shall not be deemed a "personal purpose."
- J. Vacation - Employee shall accrue vacation at the rate of twenty seven and one half (27.5) days (220 hours) annually equal to eighteen and one-third (18.333) hours per month. Employee may accrue a maximum of two times the annual accrual. Once Employee reaches the maximum accrual, he will not accrue additional vacation time until the total accrual falls below the maximum. Once each fiscal year, Employee may elect to receive cash payment for any accrued and unused vacation up to 80 hours. All other vacation leave provisions not mentioned shall be in accord with the terms and conditions provided in the Chief Officers Association MOU.
- K. Sick Leave - Employee will accrue sick leave at the rate of eight and one half (8.5) hours per month. Sick leave usage, accumulation and retirement payoff will be in accord with the terms and conditions provided in the Chief Officers Association MOU.
- L. Administrative Leave - Management positions are classified as Fair Labor Standards Act (FLSA) exempt and therefore are not eligible

for overtime or compensatory time off. However, in recognition of the long hours required to perform the Fire Chief's position, including attendance at numerous meetings and emergency response outside normal working hours, the Employee shall receive eighty (80) hours of administrative leave annually. Said leave shall be available beginning July 1 through June 30 annually. Unused leave does not carry over from one fiscal year to the next.

M. Special Leave - Employee shall receive the same options as provided to other Department safety employees according to the Chief Officer Association MOU.

Section 6 Evaluation

- A. An annual written performance evaluation will be completed by the Executive Officer with input from the management team and Fire Board.
- B. A 360-evaluation process will be conducted repeated every two years. The next 360-evaluation shall be conducted during the 2026/27 fiscal year.
- C. An annual Professional Development Plan will be developed by the employee and Executive Officer as a supplement to the annual Performance Evaluation.

Section 7 Indemnification

Except as otherwise permitted, provided, limited or required by law, including without limitation California Government Code Section 825, 995, and 995.2 through 995.8, the Employer will defend and pay any costs and judgements assessed against Employee arising out of an act or omission by Employee occurring the course and scope of Employee's performance of his duties under this Agreement. In the event the Department provides funds for legal criminal defense pursuant to this sub-section and terms of the Government Code, Employee shall reimburse the Authority for such legal criminal defense funds if Employee is convicted of a crime involving the abuse of office or position, as provided by Government Code Sections 53243.

Section 8 At-will Employment Relationship

Employee is appointed by and serves at the pleasure of the Board. Except as otherwise provided by law and subject to Section 9, below, Employer may terminate this Agreement and the employment relationship at any time, without cause or prior notice. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Department, through the Board, to terminate this Agreement and the employment of Employee. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employee to resign from his employment with Employer, subject only to Employee providing 60 (sixty) calendar days prior written notice to Employer.

Section 9 Severance

Employer shall pay Employee for all services through the effective date of termination.

- A. If Employer terminates this Agreement (thereby terminating Employee's Employment) without cause, Employer shall pay Employee a lump sum severance benefit equal to six (6) months of his then applicable base salary. Payment of the Termination Benefits shall be made within sixty (60) days of the effective date of the Termination.
- B. If Employer terminates this Agreement (thereby terminating Employee's Employment) for cause, Employee shall not be entitled to any severance. As used in this Agreement, cause shall mean termination due to:
 - (1) A conviction, plea bargain, judgment or adverse determination by any state or federal court within the United States, or the California Fair Political Practices Commission involving any felony, intentional tort, crime of moral turpitude or violation of any statute or law constituting misconduct in office, misuse of public funds or conflict of interest;
 - (2) Conviction of a misdemeanor or a felony arising out of Employee's duties under this Agreement and involving a willful or intentional violation of law, or a misdemeanor conviction involving a crime of moral turpitude
 - (3) Willful abandonment of duties;

(4) A pattern of repeated, willful, and intentional failure to carry out materially significant and legally constituted policies and decisions of the Board made by the Board as a body or persistent and willful violation of properly established rules and procedures; and

(5) Any other action or inaction by Employee that materially and substantially harms Department interests, materially and substantially impedes or disrupts the performance of Authority or that is detrimental to employee safety or public safety.

- A. If Employee terminates this Agreement (thereby terminating Employee's Employment), Employee shall not be entitled to any severance.
- B. Upon any separation from employment, the Employee will be compensated for all accrued but unused vacation leave and any other leave time that is eligible for payment upon separation under Department's rules and procedures. In the event this Agreement is terminated, Employee may elect to retire from the Department, provided he is eligible for and accepts a PERS retirement coincident with his separation.
- C. Any other terms of this Agreement notwithstanding, the maximum severance that Employee may receive under this Agreement shall not exceed the limitations provided in Government Code Section 53260 - 53264, or other applicable law. Further, in the event Employee is convicted of a crime involving an abuse of office or position, Employee shall reimburse the Authority for any paid leave or cash settlement (including severance), as provided by Government Code Section 53243 - 53243.4.

Section 10 Method of Amendment

No amendments to this Agreement may be made except as approved by the Board of the District and executed by a writing signed and dated by Employer and Employee.

Section 11 Notices

Any notice by Employee under this Agreement shall be given in writing to Employer, either by personal service or by registered or certified mail, postage prepaid, addressed to the Board Chair at Departments then

principal place of business. A courtesy copy shall be given to the Executive Officer in a like manner. Any such notice by Employer to Employee shall be given in a like manner and shall be addressed to Employee at his home address then shown in Employer's files. For the purpose of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given (a) on the date of delivery, if served personally on the party to whom notice is to be given, or (b) on the third calendar day after mailing, if mailed to the party to whom the notice is to be given in the manner provided in this section. By mutual consent of both parties in writing, e-mail notice may be substituted for mail service

Section 12 General Provisions

- A. If any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect. If any provision is held invalid or unenforceable with respect to particular circumstances, it shall nevertheless remain in full force and effect in all other circumstances.
- B. This Agreement sets forth the final, complete, and exclusive agreement between Employer and Employee relating to the employment of Employee by Employer. Any prior discussions or representations by or between the parties are rendered null and void by this Agreement unless specifically included in this Agreement. The foregoing notwithstanding, Employee acknowledges that, except as expressly provided in this Agreement, his employment is subject to Employer's generally applicable rules, policies and regulations, including those pertaining to employment matters, such as rules and regulations addressing equal employment opportunity, sexual harassment and violence in the workplace.
- C. This Agreement shall be interpreted and construed pursuant to and in accordance with the local laws of the State of California, U.S. Federal Law, and all applicable Codes, Ordinances and Resolutions. Jurisdiction for any legal matter that arises out of this Agreement shall be the Marin County Superior Court or the U.S. District Court of Northern California.
- D. Employee acknowledges that he has had the opportunity and has conducted an independent review of the financial and legal effects of this

Agreement. Employee acknowledges that he has made an independent judgment upon the financial and legal effects of this Agreement and has not relied upon any representation of Employer, its officers, agents, or employees other than those expressly set forth in this Agreement.

Section 13 Revision Rights

- A. If the Board elects to terminate Chief Mahoney from his position as Chief of the Department without cause, the Chief would then have the right to revert to a Battalion Chief's position, his last permanent rank.
- B. If one of the then-current Battalion Chiefs was elevated to the position of Chief, no further action need be taken, as the former Chief would fill that spot. If a Chief was hired from the outside, the Fire Chief would revert to his last permanent position, i.e., Battalion Chief, replacing the junior Battalion Chief, and the Department Reduction Force Procedure would be invoked.
- C. If Chief Mahoney is terminated for cause (as defined in Government Code (§19572), there would be no reversionary rights.
- D. This Agreement is personal to Chief Mahoney and does not create a past practice.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed and executed personally or on its behalf by its duly authorized representative.

Employee: _____
Dan Mahoney Date

Employer: _____
Steve Burdo, Board President Date

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of September 10, 2025

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Board to Consider Changing the Meeting Time of Ross Valley Fire Board Monthly Meetings and Adopt Resolution 25-xx Updating the Meeting Time.

RECOMMENDATION:

Staff recommends the Board consider changing the meeting time for Regular Meetings of the Ross Valley Fire Department Board of Directors from 6:30 pm to 6:00 pm and adopt Resolution 25-xx should the meeting time change.

DISCUSSION:

On January 12, 2024, the Board adopted Resolution 24-01 establishing regular meetings of the Ross Valley Fire Board Meetings to be held on the second Wednesday of each month at 6:30 pm at the San Anselmo Council Chambers at 525 San Anselmo Avenue, San Anselmo, CA. Staff recommends the Board consider changing the meeting time from 6:30 pm to 6:00 pm. Date and location would remain the same.

To meet Brown Act requirements, should the Board decide to change the meeting time of the Ross Valley Fire Department Board meetings, Resolution 25-xx will update the meeting time as adopted on Resolution 24-01. Resolution number will be assigned should the Board pass the Resolution.

FISCAL IMPACT:

There is no fiscal impact.

ATTACHMENTS:

Attachment #1 - Resolution 24-01 Establishing the Time and Place for RVFD Board Meetings
Attachment #2 - Resolution 25-xx Revising the Time for RVFD Board Meetings

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

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

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

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

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

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

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

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

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

BE IT FURTHER RESOLVED, An agenda item may be added to a future agenda by any of the three following procedures: 1) Upon consensus while at a public meeting by three members of the Ross Valley Fire Department Board of Directors ("Board"); 2) By the Executive Officer of the Ross Valley Fire Department; or 3) By the Fire Chief of the Department.

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

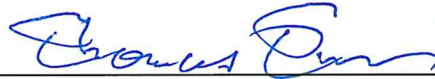
I do hereby certify that the above Resolution 24-01 is a true and correct copy as passed by the Ross Valley Fire Board on January 12, 2024, by the following vote:

AYES: Brekhus, Robbins, Colbert, Burdo, Shortall, Finn, Hellman, Cutrano -8

NOES: 0

ABSENT: 0

ABSTAIN: 0



Thomas Finn, Board President



Samantha Stettler, Administrative Assistant

**ROSS VALLEY FIRE DEPARTMENT
RESOLUTION 25-xx**

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT
ESTABLISHING THE TIME FOR HOLDING REGULAR MEETINGS OF THE ROSS
VALLEY FIRE DEPARTMENT BOARD OF DIRECTORS**

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

WHEREAS, In 2024, Resolution 24-01 established Ross Valley Fire Department Board ("Department") of Directors regular meetings at 6:30 p.m. on the second Wednesday of each month at San Anselmo Council Chambers at 525 San Anselmo Avenue, San Anselmo CA

WHEREAS, The Ross Valley Fire Department Board of Directors now desires to change the time of their meetings from 6:30 pm to 6:00 pm.

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

I do hereby certify that the above Resolution 25-xx is a true and correct copy as passed by the Ross Valley Fire Board on September 10, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Burdo, Board President

Lauren Houde, Administrative Assistant