



Ross Valley Fire Department

Serving Fairfax, Sleepy Hollow, San Anselmo, and Ross

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

Email: lhoude@rossvalleyfire.org

ROSS VALLEY FIRE DEPARTMENT

BOARD OF DIRECTORS AGENDA

Wednesday, January 14, 2026

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

<https://us06web.zoom.us/j/86708131671>

Or Telephone: +1 669 900 6833 | Webinar ID: 867 0813 1671

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.

6:00 pm RVFD Board Meeting

1. **Call to order – 6:00 pm.**
2. Chief Report
 - a) Service Recognition of President Steve Burdo
 - b) Verbal update by Fire Chief Mahoney
3. Announce Adjournment to Closed Session:

Convene in Closed Session: (Mollenkopf)

- a) **Conference with legal counsel – existing litigation
(Government Code § 54956.9(d)(1))**

Ross Valley Fire Service v. Richard H. Mollenkopf, et. al., Marin County Superior Court case number CIV166651

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4. Announce Action in Closed Session, if any.
5. Open time for public expression. The public is welcome to address the Board at this time on matters, not on the agenda. However, please be advised that pursuant to Government Code Section 54954.2, the Board is not permitted to take action on any matter not on the agenda unless it determines that an emergency exists or that the need to take action arose following the posting of the agenda.
6. **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 6a - [Staff Report - Annual Report on Staff Vacancies, Recruitment and Retention Efforts as Required under SB 2561](#)
Item 6 - [Attachment #1 - Text for Assembly Bill No. 2561 Gov Code Section 3502.3](#)
7. 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 November and December

Item 7a - [Call Reports](#)
 - b) Acknowledge check register issued during November and December

Item 7b - [Check Registers](#)
 - c) Receive current budget report for November and December

Item 7c - [Budget Reports](#)

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d) Approve Minutes of the November 12, 2025, Board meeting

Item 7d - [Minutes](#)

8. Appoint President and Vice President to the Ross Valley Fire Department Board of Directors for 2026 – Fire Chief Mahoney

Item 8 - [Staff Report - Appoint President and Vice President](#)

9. Receive budget reports with 20-Year History of Member Agency Contributions - Finance Director Jeff Zuba

Item 9 - [Staff Report - 20-Year History of Member Contributions](#)

Item 9 - [Attachment #1 - RVFD 20-Year Member Contributions](#)

10. Consider Approving Resolution 26-01 adopting the proposed line-item budget revisions for Fiscal Year 2025-2026 Operating Budget. – Fire Chief Mahoney & Finance Director Jeff Zuba

Item 10 - [Staff Report - FY 2025-26 Budget Revisions](#)

Item 10 - [Attachment #1 - Resolution 26-01](#)

Item 10 - [Attachment #2 - Exhibit A - FY 2025-26 Budget Proposed Line Item Adjustments](#)

Item 10 - [Attachment #3 - Five Year Projection](#)

11. Receive draft Board of Directors Handbook and approve creation of Onboarding Ad hoc Committee

Item 11 - [Item 11 - Staff Report - Board of Directors Handbook & Committee](#)

Item 11 - [Attachment #1 - Draft Board of Directors Handbook](#)

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

13. Adjourn

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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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The next meeting is scheduled for Wednesday, February 11, 2026, 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 January 14, 2026

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 January 14, 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	2 (FF/P)	7%
Ross Valley Fire Chief Officers Association	4	0	0%
Unrepresented	5	0	0%

The International Association of Firefighters Local 1775 has two vacant Firefighter-Paramedic positions. The most recent recruitment resulted in the hiring of two qualified

Firefighter-Paramedics who started on November 17, 2025. The Department will open a new recruitment in mid-January 2026 with the goal of filling two vacancies.

The Ross Valley Fire Department held promotional testing the first two weeks of December resulting in the promotion of a Battalion Chief and subsequent promotion of a Captain. The internal promotion to Captain created the second Firefighter-Paramedic vacancy mentioned previously.

Over the past year, the department has spent considerable time on recruitment efforts and has hired or promoted the following employees between December 1, 2024 and January 14, 2026:

- 6 Firefighter-Paramedics (hired)
- 1 Fire Prevention Inspector (hired)
- 1 Wildfire Preparedness Coordinator (hired)
- 1 Administrative Assistant (hired)
- 1 Battalion Chief (promoted)
- 1 Fire Captain (promoted)

CONCLUSION:

The Department continues to persevere in its 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.

ATTACHMENTS:

Attachment #1 - Assembly Bill 2561 Text


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

SHARE THIS:



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 6a
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.

RVFD - Breakdown by Major Incident Type

Major Incident Type	Number of Incidents	Percent of Total
1 - Fire	8	4.08%
3 - Rescue & Emergency Medical Service Incident	116	59.18%
4 - Hazardous Condition (No Fire)	23	11.73%
5 - Service Call	17	8.67%
6 - Good Intent Call	10	5.10%
7 - False Alarm & False Call	22	11.22%
Total: 196		Total: 100.00%

RVFD - Detailed Breakdown by Incident Type

Incident Type	Number of Incidents	Percent of Total
111 - Building fire	2	1.02%
113 - Cooking fire, confined to container	4	2.04%
116 - Fuel burner/boiler malfunction, fire confined	1	0.51%
118 - Trash or rubbish fire, contained	1	0.51%
321 - EMS call, excluding vehicle accident with injury	113	57.65%
322 - Motor vehicle accident with injuries	2	1.02%
363 - Swift water rescue	1	0.51%
400 - Hazardous condition, other	8	4.08%
421 - Chemical hazard (no spill or leak)	4	2.04%
440 - Electrical wiring/equipment problem, other	1	0.51%
444 - Power line down	10	5.10%
550 - Public service assistance, other	11	5.61%
554 - Assist invalid	6	3.06%
611 - Dispatched and cancelled en route	9	4.59%
651 - Smoke scare, odor of smoke	1	0.51%
700 - False alarm or false call, other	19	9.69%
745 - Alarm system activation, no fire - unintentional	2	1.02%
746 - Carbon monoxide detector activation, no CO	1	0.51%
Total: 196		Total: 100.00%

RVFD - Detailed Breakdown by Incident Type & Station

Incident Type	Number of Incidents
Station: Call Competition In Progress	
321 - EMS call, excluding vehicle accident with injury	4
Total: 4	
Station: Station 19	
111 - Building fire	2
113 - Cooking fire, confined to container	3
118 - Trash or rubbish fire, contained	1
321 - EMS call, excluding vehicle accident with injury	38
400 - Hazardous condition, other	2
421 - Chemical hazard (no spill or leak)	1
444 - Power line down	5
550 - Public service assistance, other	7
554 - Assist invalid	3
611 - Dispatched and cancelled en route	3
700 - False alarm or false call, other	6
746 - Carbon monoxide detector activation, no CO	1
Total: 72	
Station: Station 20	
113 - Cooking fire, confined to container	1
116 - Fuel burner/boiler malfunction, fire confined	1
321 - EMS call, excluding vehicle accident with injury	30
322 - Motor vehicle accident with injuries	1

Incident Type	Number of Incidents
421 - Chemical hazard (no spill or leak)	1
444 - Power line down	3
550 - Public service assistance, other	2
554 - Assist invalid	2
611 - Dispatched and cancelled en route	2
651 - Smoke scare, odor of smoke	1
700 - False alarm or false call, other	8
745 - Alarm system activation, no fire - unintentional	2
Total: 54	
Station: Station 21	
321 - EMS call, excluding vehicle accident with injury	41
322 - Motor vehicle accident with injuries	1
363 - Swift water rescue	1
400 - Hazardous condition, other	6
421 - Chemical hazard (no spill or leak)	2
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	2
550 - Public service assistance, other	2
554 - Assist invalid	1
611 - Dispatched and cancelled en route	4
700 - False alarm or false call, other	5
Total: 66	
Total: 196	

Report Criteria

Agency Name:

Is Equal To ROSS VALLEY FD

Basic Incident Date Original (Fd1.3):

Is Equal To Last Month

RVFD - Breakdown by Major Incident Type

Major Incident Type	Number of Incidents	Percent of Total
1 - Fire	7	2.46%
3 - Rescue & Emergency Medical Service Incident	152	53.33%
4 - Hazardous Condition (No Fire)	41	14.39%
5 - Service Call	35	12.28%
6 - Good Intent Call	24	8.42%
7 - False Alarm & False Call	26	9.12%
Total: 285		Total: 100.00%

RVFD - Detailed Breakdown by Incident Type

Incident Type	Number of Incidents	Percent of Total
111 - Building fire	4	1.40%
131 - Passenger vehicle fire	1	0.35%
140 - Natural vegetation fire, other	1	0.35%
161 - Outside storage fire	1	0.35%
321 - EMS call, excluding vehicle accident with injury	148	51.93%
322 - Motor vehicle accident with injuries	2	0.70%
352 - Extrication of victim(s) from vehicle	1	0.35%
363 - Swift water rescue	1	0.35%
400 - Hazardous condition, other	9	3.16%
412 - Gas leak (natural gas or LPG)	3	1.05%
421 - Chemical hazard (no spill or leak)	13	4.56%
440 - Electrical wiring/equipment problem, other	1	0.35%
444 - Power line down	14	4.91%
445 - Arcing, shorted electrical equipment	1	0.35%
550 - Public service assistance, other	17	5.96%
553 - Public service	1	0.35%
554 - Assist invalid	16	5.61%
571 - Cover assignment, standby, moveup	1	0.35%
611 - Dispatched and cancelled en route	20	7.02%
622 - No incident found on arrival at dispatch address	1	0.35%
651 - Smoke scare, odor of smoke	3	1.05%
700 - False alarm or false call, other	20	7.02%
745 - Alarm system activation, no fire - unintentional	5	1.75%
746 - Carbon monoxide detector activation, no CO	1	0.35%
Total: 285		Total: 100.00%

RVFD - Detailed Breakdown by Incident Type & Station

Incident Type	Number of Incidents
Station: Call Competition In Progress	
321 - EMS call, excluding vehicle accident with injury	6
Total: 6	
Station: Station 19	
111 - Building fire	3
161 - Outside storage fire	1
321 - EMS call, excluding vehicle accident with injury	57
322 - Motor vehicle accident with injuries	1
400 - Hazardous condition, other	4
421 - Chemical hazard (no spill or leak)	2
444 - Power line down	6
550 - Public service assistance, other	10
554 - Assist invalid	4
571 - Cover assignment, standby, moveup	1
611 - Dispatched and cancelled en route	11
622 - No incident found on arrival at dispatch address	1

Incident Type	Number of Incidents
651 - Smoke scare, odor of smoke	2
700 - False alarm or false call, other	11
Total: 114	
Station: Station 20	
140 - Natural vegetation fire, other	1
321 - EMS call, excluding vehicle accident with injury	32
352 - Extrication of victim(s) from vehicle	1
412 - Gas leak (natural gas or LPG)	1
421 - Chemical hazard (no spill or leak)	7
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	1
445 - Arcing, shorted electrical equipment	1
550 - Public service assistance, other	3
553 - Public service	1
554 - Assist invalid	5
611 - Dispatched and cancelled en route	6
700 - False alarm or false call, other	5
745 - Alarm system activation, no fire - unintentional	5
Total: 70	
Station: Station 21	
111 - Building fire	1
131 - Passenger vehicle fire	1
321 - EMS call, excluding vehicle accident with injury	53
322 - Motor vehicle accident with injuries	1
363 - Swift water rescue	1
400 - Hazardous condition, other	5
412 - Gas leak (natural gas or LPG)	2
421 - Chemical hazard (no spill or leak)	4
444 - Power line down	7
550 - Public service assistance, other	4
554 - Assist invalid	7
611 - Dispatched and cancelled en route	3
651 - Smoke scare, odor of smoke	1
700 - False alarm or false call, other	4
746 - Carbon monoxide detector activation, no CO	1
Total: 95	
Total: 285	

Report Criteria

Agency Name: Is Equal To ROSS VALLEY FD

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

Check Report

Ross Valley Fire, CA

By Check Number

Date Range: 11/01/2025 - 11/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
01058	Able Tire & Brake	11/05/2025	Regular	0.00	2,793.94	24625
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
701465	Invoice	10/23/2025	10.23.2025 - 2020 PIERCE FIRETRUCK #20	0.00	2,793.94	
	01.25.62989.00		FLEET PARTS		2,793.94	
01326	AMAZON.COM SERVICES LLC	11/05/2025	Regular	0.00	1,550.50	24626
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
113J-639T-L93L	Invoice	10/21/2025	10.21.2025 - DJI OSMO CAMERA	0.00	384.55	
	01.10.63131.00		EQUIPMENT		384.55	
14WC-PF7D-LCQ	Invoice	10/21/2025	10.21.2025 - FIRE OFFICER'S HANDBOOK	0.00	704.61	
	01.10.61000.00		TRAINING AND EDUCATIO		704.61	
1DJ4-7Y17-CT9L	Invoice	10/20/2025	10.20.2025 - CABLE CUTTERS	0.00	66.40	
	01.10.61000.00		TRAINING AND EDUCATIO		66.40	
1FJ1-GX3F-QJF4	Invoice	10/27/2025	10.27.2025 - FRIDGE TIE DOWN KIT	0.00	42.55	
	01.25.62989.00		FLEET PARTS		42.55	
1GDH-DMX7-9X6	Invoice	10/30/2025	10.30.2025 - AA BATTERIES	0.00	17.53	
	01.05.62200.00		GENERAL DEPARTMENT S		17.53	
1QG3-3R1F-WM4	Invoice	10/24/2025	10.24.2025 - RUBBER WEATHER STRIPPIN	0.00	73.23	
	01.05.62200.00		GENERAL DEPARTMENT S		73.23	
1WXN-MCT9-KH	Invoice	10/21/2025	10.21.2025 - FIRE ENGINEERING HANDBO	0.00	261.63	
	01.10.61000.00		TRAINING AND EDUCATIO		261.63	
01016	Diego Truck Repair Inc	11/05/2025	Regular	0.00	9,072.33	24627
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
72010	Invoice	09/11/2025	09.11.2025 - 2020 PIERCE FIRE TRUCK	0.00	9,072.33	
	01.25.61600.00		FLEET MAINTENANCE/RE		9,072.33	
01295	Grier Argall Plumbing Inc	11/05/2025	Regular	0.00	544.03	24628
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
19619	Invoice	10/28/2025	10.28.2025 - STN 19 - SLOW DRAIN REPAI	0.00	340.40	
	01.14.61500.19		BUILDING MAINTENANCE		340.40	
19629	Invoice	10/29/2025	10.29.2025 - STN 21 - URINAL LEAK	0.00	203.63	
	01.14.61500.21		BUILDING MAINTENANCE		203.63	
01523	JLD Investigations	11/05/2025	Regular	0.00	1,635.00	24629
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
25-014	Invoice	10/21/2025	10.21.2025 - BGI FFPM - ALLEN	0.00	1,635.00	
	01.05.61129.00		HIRING EXPENSES		1,635.00	
01028	L. N. Curtis and Sons	11/05/2025	Regular	0.00	208.91	24630
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV1002005	Invoice	10/21/2025	10.21.2025 - CITROSQUEEZE PPE/TURNO	0.00	208.91	
	01.10.62213.00		PERSONAL PROTECTIVE E		208.91	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	11/05/2025	Regular	0.00	362.76	24631

Check Report

Date Range: 11/01/2025 - 11/30/2025

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		
5080706390	Invoice	10/20/2025	10.20.2025 - LAUNDRY SERVICES	0.00	56.92	
	01.14.62206.00		JANITORIAL MAINTENAN		56.92	
5080706391	Invoice	10/20/2025	10.20.2025 - LAUNDRY SERVICES	0.00	103.79	
	01.14.62206.00		JANITORIAL MAINTENAN		103.79	
5080709897	Invoice	10/27/2025	10.27.2025 - LAUNDRY SERVICES	0.00	56.92	
	01.14.62206.00		JANITORIAL MAINTENAN		56.92	
5080709898	Invoice	10/27/2025	10.27.2025 - LAUNDRY SERVICES	0.00	103.79	
	01.14.62206.00		JANITORIAL MAINTENAN		103.79	
5080710816	Invoice	10/28/2025	10.28.2025 - LAUNDRY SERVICES	0.00	41.34	
	01.14.62206.00		JANITORIAL MAINTENAN		41.34	
01296	WATERSHED LLC	11/05/2025	Regular	0.00	9,238.74	24632
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0090094-IN	Invoice	10/29/2025	10.29.2025 - FF PPE	0.00	9,238.74	
	01.10.62213.00		PERSONAL PROTECTIVE E		9,238.74	
01326	AMAZON.COM SERVICES LLC	11/12/2025	Regular	0.00	131.09	24633
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1GNH-RT6F-4KKD	Invoice	11/04/2025	11.04.2025 - AIR FILTERS	0.00	57.91	
	01.05.62200.00		GENERAL DEPARTMENT S		57.91	
1M9X-4N4X-F4YK	Invoice	11/05/2025	11.05.2025 - WIRELESS MOUSE	0.00	73.18	
	01.14.63044.00		TECHNOLOGY PURCHASE		73.18	
01230	BAUER COMPRESSORS	11/12/2025	Regular	0.00	759.54	24634
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0000343142	Invoice	11/11/2025	11.11.2025 - STN 18 - COMPRESSOR SERV	0.00	759.54	
	01.25.61600.00		FLEET MAINTENANCE/RE		759.54	
01054	BoundTree Medical	11/12/2025	Regular	0.00	3,616.01	24635
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85960657	Invoice	10/16/2025	10.16.2025 - STN 21 - FIRST AID KIT	0.00	41.28	
	01.10.62204.00		PARAMEDIC RESPONSE S		41.28	
85963800	Invoice	10/20/2025	10.20.2025 - STN 21 - MEDICAL SUPPLIES	0.00	2,020.33	
	01.10.62204.00		PARAMEDIC RESPONSE S		2,020.33	
85963801	Invoice	10/20/2025	10.20.2025 - STN 21 - MEDICAL SUPPLIES/	0.00	517.64	
	01.10.62204.00		PARAMEDIC RESPONSE S		517.64	
85965665	Invoice	10/21/2025	10.21.2025 - STN 21 - MEDICAL SUPPLIES	0.00	479.85	
	01.10.62204.00		PARAMEDIC RESPONSE S		479.85	
85978816	Invoice	10/31/2025	10.31.2025 - STN 21 - MEDICAL SUPPLIES	0.00	544.98	
	01.10.62204.00		PARAMEDIC RESPONSE S		544.98	
85978817	Invoice	10/31/2025	10.31.2025 - STN 21 - MEDICAL SUPPLIES	0.00	11.93	
	01.10.62204.00		PARAMEDIC RESPONSE S		11.93	
01016	Diego Truck Repair Inc	11/12/2025	Regular	0.00	4,638.03	24636
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
72330	Invoice	10/27/2025	10.27.2025 - 2023 PIERCE ENFORCER - FU	0.00	1,645.54	
	01.25.61600.00		FLEET MAINTENANCE/RE		1,645.54	
72367	Invoice	10/31/2025	10.31.2025 - 2010 PIERCE ALL STEER - CA	0.00	2,992.49	
	01.25.61600.00		FLEET MAINTENANCE/RE		2,992.49	

Check Report

Date Range: 11/01/2025 - 11/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01272	Diesel Direct West Inc	11/12/2025	Regular	0.00	4,110.08	24637
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
86874390	Invoice	10/30/2025	10.30.2025 - GASOLINE UNL - 128.2 GAL	0.00	684.49	
	01.25.62988.00	FUEL	10.30.2025 - GASOLINE UNL - 1		684.49	
86874391	Invoice	10/30/2025	10.30.2025 - ULSD CLEAR - 377.5 GAL	0.00	2,020.76	
	01.25.62988.00	FUEL	10.30.2025 - ULSD CLEAR - 377.		2,020.76	
86889405	Invoice	11/06/2025	11.06.2025 - GASOLINE UNL - 59.9 GAL	0.00	317.30	
	01.25.62988.00	FUEL	11.06.2025 - GASOLINE UNL - 5		317.30	
86889406	Invoice	11/06/2025	11.06.2025 - ULSD CLEAR 201.1 GAL	0.00	1,087.53	
	01.25.62988.00	FUEL	11.06.2025 - ULSD CLEAR 201.1		1,087.53	
01017	Fairfax Lumber	11/12/2025	Regular	0.00	26.48	24638
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
304487	Invoice	11/05/2025	11.05.2025 - STN 21 - PUSH BROOM	0.00	26.48	
	01.10.63131.00	EQUIPMENT	11.05.2025 - STN 21 - PUSH BRO		26.48	
01050	Golden State Emergency Veh Svc	11/12/2025	Regular	0.00	119.34	24639
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
CI053425	Invoice	11/11/2025	11.11.2025 - CLAMP TBOLT TURBO HOSE	0.00	119.34	
	01.25.62989.00	FLEET PARTS	11.11.2025 - CLAMP TBOLT TUR		119.34	
01089	Life-Assist Inc	11/12/2025	Regular	0.00	1,082.63	24640
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2005031	Invoice	10/24/2025	10.24.2025 - EMERGENCY MEDICAL SUPP	0.00	996.32	
	01.10.62204.00	PARAMEDIC RESPONSE S	10.24.2025 - EMERGENCY MEDI		996.32	
2008393	Invoice	10/30/2025	10.30.2025 - MEDICAL SUPPLIES - INFUSI	0.00	86.31	
	01.10.62204.00	PARAMEDIC RESPONSE S	10.30.2025 - MEDICAL SUPPLIES		86.31	
01020	PG&E	11/12/2025	Regular	0.00	1,403.29	24641
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
006-11052025	Invoice	11/05/2025	006 - TEMP FACILITIES - 09.30.25-10.29.2	0.00	1,403.29	
	01.14.61702.00	GAS AND ELECTRIC	006 - TEMP FACILITIES - 09.30.2		1,403.29	
01095	Richards Watson Gershon	11/12/2025	Regular	0.00	1,209.50	24642
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
255701	Invoice	10/31/2025	10.31.2025 - GENERAL LEGAL SERVICES -	0.00	1,209.50	
	01.05.61107.00	ATTORNEY/LEGAL FEES	10.31.2025 - GENERAL LEGAL SE		1,209.50	
01334	Teleflex LLC	11/12/2025	Regular	0.00	1,207.21	24643
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
9510712826	Invoice	10/24/2025	10.24.2025 - MEDICAL SUPPLIES - NEEDLE	0.00	1,207.21	
	01.10.62204.00	PARAMEDIC RESPONSE S	10.24.2025 - MEDICAL SUPPLIES		1,207.21	
01357	The Knox Company	11/12/2025	Regular	0.00	585.58	24644
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV-KA-435387	Invoice	08/14/2025	08.14.2025 - MEDVAULT DOOR INSTALL	0.00	585.58	
	01.10.62204.00	PARAMEDIC RESPONSE S	08.14.2025 - MEDVAULT DOOR I		585.58	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	11/12/2025	Regular	0.00	94.53	24645

Check Report

Date Range: 11/01/2025 - 11/30/2025

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		
5080713538	Invoice	11/03/2025	11.03.2025 - LAUNDRY SERVICES	0.00	34.10	
	01.14.62206.00		JANITORIAL MAINTENAN		34.10	
5080713539	Invoice	11/03/2025	11.03.2025 - LAUNDRY SERVICES	0.00	60.43	
	01.14.62206.00		JANITORIAL MAINTENAN		60.43	
01339	WATTCO	11/12/2025	Regular	0.00	36,495.54	24646
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
65750	Invoice	10/30/2025	10.30.2025 - U19 SILVERADO - INSTALLS	0.00	36,495.54	
	15.00.63154.00		VEHICLE PURCHASE		36,495.54	
01400	World Tree Service, Inc.	11/12/2025	Regular	0.00	8,250.00	24647
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9110	Invoice	11/06/2025	11.06.2025 - VEGETATION RMVL - 77 MO	0.00	1,925.00	
	01.15.61903.00		MWPA Local Projects		1,925.00	
9111	Invoice	11/06/2025	11.06.2025 - VEGETATION RMVL - 77 MO	0.00	825.00	
	01.15.61903.00		MWPA Local Projects		825.00	
9112	Invoice	11/06/2025	11.06.2025 - VEGETATION RMVL - 6 BROO	0.00	5,500.00	
	01.15.61903.00		MWPA Local Projects		5,500.00	
01390	Badawi & Associates	11/18/2025	Regular	0.00	8,791.75	24648
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1942	Invoice	09/19/2025	09.19.2025 - 2025 AUDIT - PROGRESS BILL	0.00	7,193.25	
	01.05.61103.00		AUDIT & BOOKEEPING SE		7,193.25	
2004	Invoice	11/06/2025	11.06.2025 - 2025 AUDIT SERVICES - FINA	0.00	1,598.50	
	01.05.61103.00		AUDIT & BOOKEEPING SE		1,598.50	
01518	ImageTrend LLC	11/18/2025	Regular	0.00	8,368.83	24649
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
PS-IVN119412	Invoice	11/18/2025	EMS Telestaff, Continuum for Rescue	0.00	8,368.83	
	01.05.61105.00		OTHER CONTRACT SERVI		8,368.83	
01058	Able Tire & Brake	11/20/2025	Regular	0.00	1,243.59	24650
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
453282	Invoice	11/20/2025	2025 Chev Silverado K2500 Ties	0.00	1,243.59	
	01.25.62989.00		FLEET PARTS		1,243.59	
01026	AT&T Calnet	11/20/2025	Regular	0.00	807.51	24651
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
000024354467	Invoice	11/10/2025	Services 10/10/2025-11/09/2025	0.00	807.51	
	01.14.61705.00		TELEPHONE		807.51	
01433	AT&T Corp	11/20/2025	Regular	0.00	873.07	24652
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
4458449018	Invoice	11/11/2025	Services 10/11-11/10/2025	0.00	873.07	
	01.14.61705.00		TELEPHONE		873.07	
01059	AT&T Mobility	11/20/2025	Regular	0.00	1,159.73	24653

Check Report

Date Range: 11/01/2025 - 11/30/2025

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		
287301083016X1	Invoice	11/02/2025	PHONE - Oct. 3rd - Nov 2nd	0.00	1,159.73	
	01.14.61705.00		TELEPHONE		1,159.73	
01279	County of Marin	11/20/2025	Regular	0.00	125.00	24654
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
20	Invoice	11/04/2025	Protocol Books	0.00	125.00	
	01.10.62204.00		PARAMEDIC RESPONSE S		125.00	
01017	Fairfax Lumber	11/20/2025	Regular	0.00	23.97	24655
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
304927	Invoice	11/20/2025	Exchange LP Tank	0.00	23.97	
	01.05.62200.00		GENERAL DEPARTMENT S		23.97	
01037	Marin Municipal Water District	11/20/2025	Regular	0.00	329.41	24656
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0008797	Invoice	11/07/2025	14-18 Pard Rd 09/04-11/04/2025 #14813	0.00	275.07	
	01.14.61703.00		WATER		275.07	
INV0008798	Invoice	11/07/2025	14-18 Pard Rd 09/04-11/04/2025 #45026	0.00	54.34	
	01.14.61703.00		WATER		54.34	
01282	Motorola Solutions Inc	11/20/2025	Regular	0.00	18,121.64	24657
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3203960345	Invoice	11/20/2025	Portable Radio APX 8000 x2	0.00	18,121.64	
	01.00.61110.00		MERA OPERATING EXPEN		18,121.64	
01299	Onix Networking Corporation	11/20/2025	Regular	0.00	108.00	24658
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SIN052552	Invoice	11/17/2025	Gooe Workspace Business 1 user	0.00	108.00	
	01.05.61121.00		COMPUTER SOFTWARE/S		108.00	
01472	PACE Supply Corp.	11/20/2025	Regular	0.00	42,328.81	24659
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0110812338	Invoice	11/05/2025	FIRE HYD WET CLOW	0.00	42,328.81	
	01.10.63140.00		HYDRANTS		42,328.81	
01098	Verizon Wireless	11/20/2025	Regular	0.00	757.66	24660
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6127469042	Invoice	11/01/2025	Billing Period - Oct. 2 - Nov 1	0.00	757.66	
	01.14.61705.00		TELEPHONE		757.66	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	11/20/2025	Regular	0.00	162.73	24661
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5080714440	Invoice	11/04/2025	LAUNDRY SERVICES	0.00	34.10	
	01.14.62206.00		JANITORIAL MAINTENAN		34.10	
5080717123	Invoice	11/10/2025	LAUNDRY SERVICES	0.00	34.10	
	01.14.62206.00		JANITORIAL MAINTENAN		34.10	
5080717124	Invoice	11/10/2025	LAUNDRY SERVICES	0.00	60.43	
	01.14.62206.00		JANITORIAL MAINTENAN		60.43	
5080718027	Invoice	11/11/2025	LAUNDRY SERVICES	0.00	34.10	

Check Report

Date Range: 11/01/2025 - 11/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.14.62206.00	JANITORIAL MAINTENAN	LAUNDRY SERVICES		34.10	
01506	Wells Fargo Financial Leasing, INC	11/20/2025	Regular	0.00	360.52	24662
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5036536699	Invoice	11/08/2025	KYOCERA COPIER LEASE	0.00	360.52	
01.05.61105.00	OTHER CONTRACT SERVI	KYOCERA COPIER LEASE			360.52	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	68	38	0.00	172,697.28
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
	68	38	0.00	172,697.28

Check Report

Date Range: 11/01/2025 - 11/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY-Payroll Payable						
01013	AFLAC Business Services	11/06/2025	Regular	0.00	7,157.52	11694
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008770	Invoice	11/14/2025	AFLAC	0.00	7,157.52	
	01.00.20271.00		AFLAC P/R DEDUCTION		7,157.52	
01004	CAPF	11/06/2025	Regular	0.00	516.25	11695
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008773	Invoice	11/14/2025	DISABILITY INSURANCE	0.00	516.25	
	01.00.20275.00		DISABILITY INSURANCE W		516.25	
			DISABILITY INSURANCE			
01161	Nationwide Retirement Solutions	11/06/2025	Regular	0.00	4,429.16	11696
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008775	Invoice	11/14/2025	NATIONWIDE RETIREMENT	0.00	4,429.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		4,429.16	
			NATIONWIDE RETIREMENT			
01069	Ross Valley Firefighters Association	11/06/2025	Regular	0.00	3,580.50	11697
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008786	Invoice	11/14/2025	UNION DUES	0.00	3,580.50	
	01.00.20289.00		UNION DUES WITHHELD		3,580.50	
			UNION DUES			
01013	AFLAC Business Services	11/20/2025	Regular	0.00	6,091.40	11703
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008803	Invoice	11/28/2025	AFLAC	0.00	6,091.40	
	01.00.20271.00		AFLAC P/R DEDUCTION		6,091.40	
			AFLAC			
01004	CAPF	11/20/2025	Regular	0.00	516.25	11704
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008806	Invoice	11/28/2025	DISABILITY INSURANCE	0.00	516.25	
	01.00.20275.00		DISABILITY INSURANCE W		516.25	
			DISABILITY INSURANCE			
01161	Nationwide Retirement Solutions	11/20/2025	Regular	0.00	4,429.16	11705
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008808	Invoice	11/28/2025	NATIONWIDE RETIREMENT	0.00	4,429.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		4,429.16	
			NATIONWIDE RETIREMENT			
01069	Ross Valley Firefighters Association	11/20/2025	Regular	0.00	3,811.50	11706

Check Report

Date Range: 11/01/2025 - 11/30/2025

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		
INV0008819	Invoice	11/28/2025	UNION DUES	0.00	3,811.50	
	01.00.20289.00	UNION DUES WITHHELD	UNION DUES		3,811.50	

Bank Code PY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	8	0.00	30,531.74
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	30,531.74

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	76	46	0.00	203,229.02
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
	76	46	0.00	203,229.02

Fund Summary

Fund	Name	Period	Amount
98	POOLED PAYROLL	11/2025	30,531.74
99	POOLED CASH	11/2025	172,697.28
			203,229.02



Ross Valley Fire, CA

Check Report

By Check Number

Date Range: 12/01/2025 - 12/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01326	AMAZON.COM SERVICES LLC	12/04/2025	Regular	0.00	83.61	24663
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
1FPX-LNP3-MK77	Invoice	11/24/2025	11.24.2025 - DOWELLIFE CUT RES GLOVES	0.00	18.55	
	01.05.62200.00		GENERAL DEPARTMENT S		18.55	
1RDY-1HPR-17NQ	Invoice	11/26/2025	11.26.2025 - JSAUX HDMI Cable	0.00	65.06	
	01.10.61000.00		TRAINING AND EDUCATIO		65.06	
01054	BoundTree Medical	12/04/2025	Regular	0.00	617.49	24664
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
85870214	Invoice	08/05/2025	8.05.2025 - FASPLINT VACUUM MEDIUM	0.00	77.55	
	01.10.62204.00		PARAMEDIC RESPONSE S		77.55	
85998638	Invoice	11/18/2025	11.18.2025 - OXYGEN MASK, PEDIATRIC	0.00	21.25	
	01.10.62204.00		PARAMEDIC RESPONSE S		21.25	
85998639	Invoice	11/18/2025	11.18.2025 - NIBP CUFF, ADULT	0.00	518.69	
	01.10.62204.00		PARAMEDIC RESPONSE S		518.69	
01272	Diesel Direct West Inc	12/04/2025	Regular	0.00	2,983.25	24665
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
86904119	Invoice	11/13/2025	11.13.2025 - 99.6 GALLONS GASOLINE UN	0.00	507.10	
	01.25.62988.00		FUEL		507.10	
86932185	Invoice	11/28/2025	11.28.2025 - 127.3 GALLONS GASOLINE U	0.00	635.70	
	01.25.62988.00		FUEL		635.70	
86932186	Invoice	11/28/2025	11.28.2025 - 272.5 GALLONS ULSD CLEAR	0.00	1,395.00	
	01.25.62988.00		FUEL		1,395.00	
89624436	Invoice	11/28/2025	11.28.2025 - 89.6 GALLONS GASOLINE UN	0.00	445.45	
	01.25.62988.00		FUEL		445.45	
01193	Marin Automotive	12/04/2025	Regular	0.00	364.30	24666
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
41275	Invoice	10/24/2025	10.24.2025 - 2022 FORD EXPLORER	0.00	364.30	
	01.25.61600.00		FLEET MAINTENANCE/RE		364.30	
01037	Marin Municipal Water District	12/04/2025	Regular	0.00	1,680.40	24667
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
087-11132025	Invoice	11/13/2025	11.13.2025 - 777 SAN ANSELMO AVE 9.9.2	0.00	1,160.39	
	01.14.61703.00		WATER		1,160.39	
256-11132025	Invoice	11/13/2025	256 - 150 BUTTERFIELD - 9.09.2025-11.07	0.00	54.34	
	01.14.61703.00		WATER		54.34	
354-11132025	Invoice	11/13/2025	11.13.2025 - 150 BUTTERFIELD - 9.9.2025	0.00	411.33	
	01.14.61703.00		WATER		411.33	
868-11132025	Invoice	11/13/2025	868 - 777 SAN ANSELMO AVE - 9.09.2025-	0.00	54.34	
	01.14.61703.00		WATER		54.34	
01020	PG&E	12/04/2025	Regular	0.00	3,230.55	24668

Check Report

Date Range: 12/01/2025 - 12/31/2025

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			
758-11212025	Invoice	12/03/2025	758 - UTILITIES - 10.02.2025-10.31.2025	0.00	3,230.55	
	01.14.61702.00		GAS AND ELECTRIC		3,230.55	
01440	The Tree Man, LLC	12/04/2025	Regular	0.00	1,350.00	24669
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
112525-3	Invoice	11/28/2025	11.28.2025 - 777 SAN ANSELMO AVE	0.00	1,350.00	
	01.14.61500.00		BUILDING MAINTENANCE		1,350.00	
01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	12/04/2025	Regular	0.00	257.26	24670
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5080720676	Invoice	11/17/2025	11.17.2025 - BAG STAND TALL, BAR MOP	0.00	34.10	
	01.14.62206.00		JANITORIAL MAINTENAN		34.10	
5080720677	Invoice	11/17/2025	11.17.2025 - BAG STAND TALL	0.00	60.43	
	01.14.62206.00		JANITORIAL MAINTENAN		60.43	
5080721601	Invoice	11/18/2025	11.18.2025 - BAG STAND TALL, BAR MOP	0.00	34.10	
	01.14.62206.00		JANITORIAL MAINTENAN		34.10	
5080724091	Invoice	11/24/2025	11.24.2025 - BAG STAND TALL, BAR MOP	0.00	34.10	
	01.14.62206.00		JANITORIAL MAINTENAN		34.10	
5080724095	Invoice	11/24/2025	11.24.2025 - BAG STAND TALL, BAR MOP	0.00	60.43	
	01.14.62206.00		JANITORIAL MAINTENAN		60.43	
5080725126	Invoice	11/25/2025	11.25.2025 - BAG STAND TALL, BAR MOP	0.00	34.10	
	01.14.62206.00		JANITORIAL MAINTENAN		34.10	
01486	Zachary Stolz	12/04/2025	Regular	0.00	375.00	24671
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0008834	Invoice	10/30/2025	10.30.2025 - DRIVER OPERATOR 1B	0.00	375.00	
	01.10.61000.00		TRAINING AND EDUCATIO		375.00	
01058	Able Tire & Brake	12/17/2025	Regular	0.00	2,328.68	24672
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
702031	Invoice	11/10/2025	11.10.2025 - BFG ALL TERRAIN	0.00	1,223.59	
	01.25.62989.00		FLEET PARTS		1,223.59	
703093	Invoice	12/09/2025	12.09.2025 - LT208/70R17 10PLY BFG AT	0.00	1,105.09	
	01.25.62989.00		FLEET PARTS		1,105.09	
01498	Alliance Distribution Holdings, Inc.	12/17/2025	Regular	0.00	14,132.74	24673
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10400192	Invoice	12/08/2025	12.08.2025 - W/X, US STD, OPL, SKD	0.00	14,132.74	
	01.00.62999.00		CONTINGENCY		14,132.74	
01026	AT&T Calnet	12/17/2025	Regular	0.00	800.68	24674
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
00024500715	Invoice	12/10/2025	11.10.2025-12.09.2025 - TELEPHONE	0.00	800.68	
	01.14.61705.00		TELEPHONE		800.68	
01059	AT&T Mobility	12/17/2025	Regular	0.00	1,172.84	24675
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
287301083016X1	Invoice	12/02/2025	11.03.2025-12.02.2025 - MOBILE SERVICE	0.00	1,172.84	
	01.14.61705.00		TELEPHONE		1,172.84	

Check Report

Date Range: 12/01/2025 - 12/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01545	B&B HOME SERVICES, INC	12/17/2025	Regular	0.00	395.00	24676
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
100862	Invoice	11/28/2025	11.28.2025 - FULL WINDOW CLEANING	0.00	395.00	
	01.14.61500.00		BUILDING MAINTENANCE		395.00	
01054	BoundTree Medical	12/17/2025	Regular	0.00	1,337.32	24677
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
86023223	Invoice	12/10/2025	12.10.2025 - GLOVES, SUPRENO EC	0.00	1,337.32	
	01.10.62204.00		PARAMEDIC RESPONSE S		1,337.32	
01272	Diesel Direct West Inc	12/17/2025	Regular	0.00	1,026.73	24678
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
17481	Invoice	12/04/2025	12.04.2025 - GASOLINE UNL .4 GALLONS	0.00	1.93	
	01.25.62988.00		FUEL		1.93	
86945728	Invoice	12/04/2025	12.04.2025 - ULSD CLEAR 200.1 GALLONS	0.00	1,024.80	
	01.25.62988.00		FUEL		1,024.80	
01017	Fairfax Lumber	12/17/2025	Regular	0.00	34.95	24679
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
305745	Invoice	12/05/2025	12.05.2025 - C+K EXT SG NB QT	0.00	34.95	
	01.05.62200.00		GENERAL DEPARTMENT S		34.95	
01384	Francis Enos	12/17/2025	Regular	0.00	2,486.00	24680
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2027	Invoice	12/05/2025	12.05.2025 - MOBILE PUMP TEST	0.00	2,486.00	
	01.25.61600.00		FLEET MAINTENANCE/RE		2,486.00	
01087	Gavin Illingworth	12/17/2025	Regular	0.00	965.99	24681
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
976112565	Invoice	11/03/2025	11.03.2025 - MANDALAY BAY - TELESTAFF	0.00	965.99	
	01.10.61000.00		TRAINING AND EDUCATIO		965.99	
01079	Hannibal's Inc.	12/17/2025	Regular	0.00	1,170.99	24682
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
25435	Invoice	12/03/2025	12.03.2025 - COMPRESSOR TRAILER	0.00	1,170.99	
	01.14.61500.19		BUILDING MAINTENANCE		1,170.99	
01537	Johnson & Daly Moving	12/17/2025	Regular	0.00	560.70	24683
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
25-743	Invoice	12/05/2025	12.05.2025 - MOVING LABOR	0.00	560.70	
	01.14.61500.20		BUILDING MAINTENANCE		560.70	
01099	Marin County Fire Department	12/17/2025	Regular	0.00	1,120.00	24684
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9045	Invoice	12/02/2025	12.02.2025 - CPR - E CARDS	0.00	1,120.00	
	01.10.61000.00		TRAINING AND EDUCATIO		1,120.00	
01036	Marin County Tax Collector	12/17/2025	Regular	0.00	371.00	24685

Check Report

Date Range: 12/01/2025 - 12/31/2025

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		
IN0363211	Invoice	11/21/2025	11.21.2025 - HAZARDOUS MATERIALS BU	0.00	371.00	
	01.14.61500.00		BUILDING MAINTENANCE		371.00	
01211	Mark Clementi PhD	12/17/2025	Regular	0.00	2,532.00	24686
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10-15-25	Invoice	10/15/2025	10.15.2025 -PRE-EMPLOYMENT PSYCH EX	0.00	2,532.00	
	01.05.61129.00		HIRING EXPENSES		2,532.00	
01484	Permanente Medical Group, Inc.	12/17/2025	Regular	0.00	3,665.00	24687
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9002204428	Invoice	11/12/2025	11.12.2025 - PHYSICAL EXAMS	0.00	3,665.00	
	01.05.61129.00		HIRING EXPENSES		3,665.00	
01020	PG&E	12/17/2025	Regular	0.00	1,739.21	24688
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
006-12082025	Invoice	12/08/2025	10.30.2025-12.01.2025 - 150 BUTTERFIEL	0.00	1,739.21	
	01.14.61702.00		GAS AND ELECTRIC		1,739.21	
01483	Preferred Alliance, Inc.	12/17/2025	Regular	0.00	63.00	24689
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0207387-IN	Invoice	10/31/2025	10.31.2025 - NON-RANDOM TESTS	0.00	63.00	
	01.05.61129.00		HIRING EXPENSES		63.00	
01529	Red Cloud Inc.	12/17/2025	Regular	0.00	1,844.88	24690
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
49771	Invoice	12/01/2025	12.01.2025 - STATION 20 TEMP HOUSING	0.00	1,844.88	
	01.10.61110.00		MERA OPERATING EXPEN		1,844.88	
01095	Richards Watson Gershon	12/17/2025	Regular	0.00	1,593.00	24691
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
256080	Invoice	11/30/2025	11.30.2025 - PROFESSIONAL SERVICES TH	0.00	1,593.00	
	01.05.61107.00		ATTORNEY/LEGAL FEES		1,593.00	
01185	The Ed Jones Co Inc	12/17/2025	Regular	0.00	203.73	24692
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
60175	Invoice	11/21/2025	11.21.2025 - GERMAN SILVER NAME BAR	0.00	203.73	
	01.05.61129.00		HIRING EXPENSES		203.73	
01011	Tyler Technologies Inc	12/17/2025	Regular	0.00	290.00	24693
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
025-533071	Invoice	10/16/2025	10.03.2025 - PATRICK MORALES - EAP	0.00	290.00	
	01.05.61105.00		OTHER CONTRACT SERVI		290.00	
01098	Verizon Wireless	12/17/2025	Regular	0.00	889.90	24694
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6129972108	Invoice	12/01/2025	11.02.2025 -12.01.2025 - CELLUAR	0.00	889.90	
	01.14.61705.00		TELEPHONE		889.90	
01339	WATTCO	12/17/2025	Regular	0.00	52,374.23	24695

Check Report

Date Range: 12/01/2025 - 12/31/2025

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		
64726-1	Invoice	11/26/2025	11.26.2025 - UNIT # B22 CHEVY SILVERAD	0.00	48,702.43	
	15.00.63154.00		VEHICLE PURCHASE		48,702.43	
66393	Invoice	11/26/2025	11.26.2025 - UNIT B22 CHEVROLET 2500	0.00	2,995.53	
	01.10.63150.00		COMMUNICATIONS EQUI		2,995.53	
66412	Invoice	11/26/2025	11.26.2025 - B19 CHEVROLET 2500 HD	0.00	588.98	
	01.25.62989.00		FLEET PARTS		588.98	
66472	Invoice	12/04/2025	12.04.2025 - MAGNETIC MIC SINGLE UNIT	0.00	87.29	
	01.25.62989.00		FLEET PARTS		87.29	
01506	Wells Fargo Financial Leasing, INC	12/17/2025	Regular	0.00	360.52	24696
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
5036906305	Invoice	12/10/2025	12.10.2025 - KYOCERA COPIER	0.00	360.52	
	01.05.61105.00		OTHER CONTRACT SERVI		360.52	
01400	World Tree Service, Inc.	12/17/2025	Regular	0.00	19,824.00	24697
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9117	Invoice	11/14/2025	11.14.2025 - FIRE CLEARANCE - UPPER HI	0.00	9,999.00	
	01.15.61903.00		MWPA Local Projects		9,999.00	
9132	Invoice	11/30/2025	11.30.2025 - FIRE CLEARANCE - UPPER HI	0.00	9,825.00	
	01.15.61903.00		MWPA Local Projects		9,825.00	
01161	Nationwide Retirement Solutions	12/19/2025	Regular	0.00	100.00	24698
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008910	Invoice	12/19/2025	12-19-2025-Payroll Deduction-Nicole Mar	0.00	100.00	
	01.00.20277.00		DEFERRED COMP. W/ NR		100.00	
01326	AMAZON.COM SERVICES LLC	12/29/2025	Regular	0.00	1,212.52	24699
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
17X7-MCNU-M3Y	Invoice	12/22/2025	12.22.2025 - SCOTCH-BRITE POT + PAN BR	0.00	79.23	
	01.14.62206.00		JANITORIAL MAINTENAN		79.23	
1NCL-XT33-V7YQ	Invoice	12/20/2025	12.20.2025 - STATPACKS G3	0.00	295.27	
	01.10.62204.00		PARAMEDIC RESPONSE S		295.27	
1V49-TMV3-P3Q	Invoice	12/22/2025	12.22.2025 - ZAGG GLASS ELITE	0.00	44.50	
	01.14.61705.00		TELEPHONE		44.50	
1XQM-WTGW-QP	Invoice	12/22/2025	12.22.2025 - CRAFTMAN SCREWDRIVER	0.00	793.52	
	01.10.63131.00		EQUIPMENT		793.52	
01433	AT&T Corp	12/29/2025	Regular	0.00	873.07	24700
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
7660159011	Invoice	12/11/2025	11.11.2025 - 12.11.2025 - TELEPHONE	0.00	873.07	
	01.14.61705.00		TELEPHONE		873.07	
01054	BoundTree Medical	12/29/2025	Regular	0.00	528.95	24701
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
86027637	Invoice	12/15/2025	12.15.2025 - CURAPLEX CURASLIDE	0.00	137.17	
	01.10.62204.00		PARAMEDIC RESPONSE S		137.17	
86031082	Invoice	12/17/2025	12.17.2025 - CAVICIDE DISINFECTANT	0.00	370.88	
	01.10.62204.00		PARAMEDIC RESPONSE S		370.88	
86032669	Invoice	12/18/2025	12.18.2025 - IV CATHETER	0.00	20.90	

Check Report

Date Range: 12/01/2025 - 12/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.10.62204.00	PARAMEDIC RESPONSE S	12.18.2025 - IV CATHETER		20.90	
01231	buck's saw service, inc	12/29/2025	Regular	0.00	23.00	24702
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
140899	Invoice	12/19/2025	12.19.2025 - LABOR	0.00	23.00	
	01.10.63131.00	EQUIPMENT	12.19.2025 - LABOR		23.00	
01402	Davis Sign Company	12/29/2025	Regular	0.00	476.56	24703
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
40839	Invoice	12/15/2025	12.15.2025 - VEHICLE NUMBERING UPDA	0.00	476.56	
	01.25.62989.00	FLEET PARTS	12.15.2025 - VEHICLE NUMBERI		476.56	
01016	Diego Truck Repair Inc	12/29/2025	Regular	0.00	854.49	24704
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
72620	Invoice	12/10/2025	12.10.2025 - DEF FILLER KIT, TRANS FLUID	0.00	854.49	
	01.25.61600.00	FLEET MAINTENANCE/RE	12.10.2025 - DEF FILLER KIT, TR		854.49	
01272	Diesel Direct West Inc	12/29/2025	Regular	0.00	1,474.69	24705
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
86960078	Invoice	12/11/2025	12.11.2025 - 95.9 GALLONS GASOLINE UN	0.00	459.53	
	01.25.62988.00	FUEL	12.11.2025 - 95.9 GALLONS GAS		459.53	
86960079	Invoice	12/11/2025	12.11.2025 - 204.5 GALLONS ULSD CLEAR	0.00	1,015.16	
	01.25.62988.00	FUEL	12.11.2025 - 204.5 GALLONS UL		1,015.16	
01017	Fairfax Lumber	12/29/2025	Regular	0.00	41.39	24706
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
306517	Invoice	12/26/2025	12.26.2025 - LED LINER LMP DYLGHT 21"	0.00	41.39	
	01.05.62200.00	GENERAL DEPARTMENT S	12.26.2025 - LED LINER LMP DY		41.39	
01547	LUCAS DENTONI	12/29/2025	Regular	0.00	68.25	24707
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0008911	Invoice	12/19/2025	12.19.2025 - OTHER PC 832 ARREST COUR	0.00	68.25	
	01.10.61000.00	TRAINING AND EDUCATIO	12.19.2025 - OTHER PC 832 ARR		68.25	
01099	Marin County Fire Department	12/29/2025	Regular	0.00	198,961.00	24708
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2600332	Invoice	12/19/2025	12.19.2025 - FY2026 COST SHARE DISPATC	0.00	198,961.00	
	01.10.61100.00	DISPATCH	12.19.2025 - FY2026 COST SHAR		198,961.00	
01097	MidAmerica	12/29/2025	Regular	0.00	594.00	24709
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0331584	Invoice	12/15/2025	12.15.2025 - 3Q25 ADMINISTRATION FEE	0.00	594.00	
	01.00.60231.00	RETIREEES' HEALTH INSUR	12.15.2025 - 3Q25 ADMINISTRA		594.00	
01276	Municipal Emergency Services, Inc	12/29/2025	Regular	0.00	949.33	24710
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
IN2401332	Invoice	12/16/2025	12.16.2025 - HEADNET ASM, SURESEAL	0.00	949.33	
	01.10.62210.00	BREATHING APPARATUS	12.16.2025 - HEADNET ASM, SU		949.33	
01144	Town of San Anselmo	12/29/2025	Regular	0.00	34,991.02	24711

Check Report

Date Range: 12/01/2025 - 12/31/2025

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			
2025-26-MISC08	Invoice	12/15/2025	12.15.2025 - Q3 FINANCE/HR SERVICES	0.00	34,000.00	
01.05.61120.00			CONTRACT SERVICES-SAN		34,000.00	
2025-26-MISC09	Invoice	12/15/2025	12.15.2025 - PROMOTIONAL EXAM MATE	0.00	991.02	
01.05.61129.00			HIRING EXPENSES		991.02	

01509	Vestis Group, Inc. (f/k/a ARAMARK UNIFORM &	12/29/2025	Regular	0.00	480.42	24712
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5080727887	Invoice	12/01/2025	12.01.2025 - LAUNDRY SERVICES	0.00	34.10	
01.14.62206.00			JANITORIAL MAINTENAN		34.10	
5080727888	Invoice	12/01/2025	12.01.2025 - LAUNDRY SERVICES	0.00	60.43	
01.14.62206.00			JANITORIAL MAINTENAN		60.43	
5080728577	Invoice	12/02/2025	12.02.2025 - LAUNDRY SERVICES	0.00	34.10	
01.14.62206.00			JANITORIAL MAINTENAN		34.10	
5080731370	Invoice	12/08/2025	12.08.2025 - LAUNDRY SERVICES	0.00	34.10	
01.14.62206.00			JANITORIAL MAINTENAN		34.10	
5080731371	Invoice	12/08/2025	12.08.2025 - LAUNDRY SERVICES	0.00	60.43	
01.14.62206.00			JANITORIAL MAINTENAN		60.43	
5080732214	Invoice	12/09/2025	12.09.2025 - LAUNDRY SERVICES	0.00	34.10	
01.14.62206.00			JANITORIAL MAINTENAN		34.10	
5080735068	Invoice	12/15/2025	12.15.2025 - LAUNDRY SERVICES	0.00	34.10	
01.14.62206.00			JANITORIAL MAINTENAN		34.10	
5080735069	Invoice	12/15/2025	12.15.2025 - LAUNDRY SERVICES	0.00	60.43	
01.14.62206.00			JANITORIAL MAINTENAN		60.43	
5080735952	Invoice	12/16/2025	12.16.2025 - LAUNDRY SERVICES	0.00	34.10	
01.14.62206.00			JANITORIAL MAINTENAN		34.10	
5080738625	Invoice	12/22/2025	12.22.2025 - LAUNDRY SERVICES	0.00	34.10	
01.14.62206.00			JANITORIAL MAINTENAN		34.10	
5080738626	Invoice	12/22/2025	12.22.2025 - LAUNDRY SERVICES	0.00	60.43	
01.14.62206.00			JANITORIAL MAINTENAN		60.43	

01339	WATTCO	12/29/2025	Regular	0.00	14,742.87	24713
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
65671-1	Invoice	09/22/2025	9.22.2025 - CHEVY SILVERADO 2500 HD	0.00	14,742.87	
01.10.63131.00			EQUIPMENT		7,000.00	
01.25.61600.00			FLEET MAINTENANCE/RE		7,742.87	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	88	51	0.00	380,596.51
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
	88	51	0.00	380,596.51

Check Report

Date Range: 12/01/2025 - 12/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY-Payroll Payable						
01013	AFLAC Business Services	12/08/2025	Regular	0.00	7,157.55	11707
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008839	Invoice	12/15/2025	AFLAC	0.00	7,157.55	
	01.00.20271.00		AFLAC P/R DEDUCTION		7,157.55	
01004	CAPF	12/08/2025	Regular	0.00	516.25	11708
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008842	Invoice	12/15/2025	DISABILITY INSURANCE	0.00	516.25	
	01.00.20275.00		DISABILITY INSURANCE W		516.25	
01161	Nationwide Retirement Solutions	12/08/2025	Regular	0.00	4,429.16	11709
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0008844	Invoice	12/15/2025	NATIONWIDE RETIREMENT	0.00	4,429.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		4,429.16	
01069	Ross Valley Firefighters Association	12/08/2025	Regular	0.00	3,811.50	11710
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
CM0000276	Credit Memo	11/28/2025	UNION DUES	0.00	-115.50	
	01.00.20289.00		UNION DUES WITHHELD		-115.50	
INV0008830	Invoice	11/28/2025	UNION DUES	0.00	115.50	
	01.00.20289.00		UNION DUES WITHHELD		115.50	
INV0008855	Invoice	12/15/2025	UNION DUES	0.00	3,811.50	
	01.00.20289.00		UNION DUES WITHHELD		3,811.50	
01013	AFLAC Business Services	12/19/2025	Regular	0.00	6,091.37	11711
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
CM0000281	Credit Memo	12/15/2025	AFLAC	0.00	-533.09	
	01.00.20271.00		AFLAC P/R DEDUCTION		-533.09	
INV0008885	Invoice	12/31/2025	AFLAC	0.00	6,624.46	
	01.00.20271.00		AFLAC P/R DEDUCTION		6,624.46	
01004	CAPF	12/19/2025	Regular	0.00	575.25	11712
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
CM0000284	Credit Memo	12/15/2025	DISABILITY INSURANCE	0.00	-14.75	
	01.00.20275.00		DISABILITY INSURANCE W		-14.75	
INV0008867	Invoice	12/15/2025	DISABILITY INSURANCE	0.00	14.75	
	01.00.20275.00		DISABILITY INSURANCE W		14.75	
INV0008888	Invoice	12/31/2025	DISABILITY INSURANCE	0.00	575.25	
	01.00.20275.00		DISABILITY INSURANCE W		575.25	
01161	Nationwide Retirement Solutions	12/19/2025	Regular	0.00	4,429.16	11713
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
CM0000286	Credit Memo	12/15/2025	NATIONWIDE RETIREMENT	0.00	-979.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		-979.16	
INV0008869	Invoice	12/15/2025	NATIONWIDE RETIREMENT	0.00	979.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		979.16	
INV0008890	Invoice	12/31/2025	NATIONWIDE RETIREMENT	0.00	4,429.16	
	01.00.20277.00		DEFERRED COMP. W/ NR		4,429.16	
01069	Ross Valley Firefighters Association	12/19/2025	Regular	0.00	3,811.50	11714

Check Report

Date Range: 12/01/2025 - 12/31/2025

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			
CM0000290	Credit Memo	12/15/2025	UNION DUES	0.00	-115.50	
01.00.20289.00			UNION DUES WITHHELD		-115.50	
INV0008873	Invoice	12/15/2025	UNION DUES	0.00	115.50	
01.00.20289.00			UNION DUES WITHHELD		115.50	
INV0008901	Invoice	12/31/2025	UNION DUES	0.00	3,811.50	
01.00.20289.00			UNION DUES WITHHELD		3,811.50	

Bank Code PY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	17	8	0.00	30,821.74
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
	17	8	0.00	30,821.74

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	105	59	0.00	411,418.25
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
	105	59	0.00	411,418.25

Fund Summary

Fund	Name	Period	Amount
98	POOLED PAYROLL	12/2025	30,821.74
99	POOLED CASH	12/2025	380,596.51
			411,418.25

Budget Report

Account Summary

For Fiscal: 2025-2026 Period Ending: 11/30/2025

		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	1,214,117.07	-1,702,569.70	58.37 %
01.00.47502.00	ROSS	2,491,975.41	2,491,975.41	208,783.93	1,045,107.12	-1,446,868.29	58.06 %
01.00.47503.00	SAN ANSELMO	5,073,598.11	5,073,598.11	422,244.68	2,111,965.39	-2,961,632.72	58.37 %
01.00.47504.00	SLEEPY HOLLOW	1,602,298.60	1,602,298.60	0.00	666,982.28	-935,316.32	58.37 %
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	82,400.00	82,400.00	5,720.00	40,671.42	-41,728.58	50.64 %
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,713,109.24	1,713,109.24	118,918.33	713,795.40	-999,313.84	58.33 %
01.00.49501.00	COUNTY OF MARIN	279,779.00	279,779.00	0.00	287,824.00	8,045.00	102.88 %
01.00.49504.00	RVPA REIMBURSEMENT MEDIC PR	294,127.00	294,127.00	73,571.76	73,571.76	-220,555.24	74.99 %
01.00.49506.00	RVPA RENTAL	0.00	0.00	-73,571.76	0.00	0.00	0.00 %
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	47,290.00	0.00	0.00 %
01.00.49510.00	PLAN CHECKING FEES	330,000.00	330,000.00	26,221.65	139,767.50	-190,232.50	57.65 %
01.00.49512.00	MISCELLANEOUS INCOME	10,000.00	10,000.00	0.00	45,700.87	35,700.87	457.01 %
01.00.49513.00	WORKERS COMP REIMBURSEMENT	0.00	0.00	5,464.36	48,069.61	48,069.61	0.00 %
01.00.49518.00	WILDFIRE PREPAREDNESS COORDI	93,044.76	93,044.76	10,234.19	11,719.80	-81,324.96	87.40 %
01.00.49523.00	VEHICLE REPLACEMENT	387,924.78	387,924.78	27,819.56	153,267.87	-234,656.91	60.49 %
01.00.49524.00	TECHNOLOGY FEES	27,519.54	27,519.54	1,973.67	11,788.79	-15,730.75	57.16 %
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 %
01.00.49529.00	MWPA CORE FUNDS	0.00	0.00	0.00	2,880.00	2,880.00	0.00 %
Revenue Total:		15,412,253.21	15,412,253.21	1,070,118.47	6,614,518.88	-8,797,734.33	57.08%
Expense							
01.00.60000.00	REGULAR SALARIES	5,753,394.63	5,753,394.63	445,383.05	2,185,755.37	3,567,639.26	62.01 %
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	116,803.04	473,373.88	399,905.12	45.79 %
01.00.60021.00	HOURLY OVERTIME	111,770.00	111,770.00	10,242.38	42,186.96	69,583.04	62.26 %
01.00.60024.00	SHIFT DIFFERENTIAL OT	25,319.00	25,319.00	242.98	2,123.02	23,195.98	91.61 %
01.00.60025.00	OT OES RESPONSE	0.00	0.00	0.00	89,327.31	-89,327.31	0.00 %
01.00.60026.00	OT TRAINING	84,605.00	84,605.00	11,942.93	34,000.53	50,604.47	59.81 %
01.00.60027.00	HOLIDAY	271,606.12	271,606.12	21,641.76	105,865.87	165,740.25	61.02 %
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	33,943.00	33,943.00	1,518.08	10,178.00	23,765.00	70.01 %
01.00.60029.00	FLSA O/T	121,534.07	121,534.07	9,474.75	41,642.91	79,891.16	65.74 %
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	1,500.00	2,100.00	58.33 %
01.00.60040.00	BOARD MEMBER STIPEND	8,000.00	8,000.00	800.00	2,800.00	5,200.00	65.00 %
01.00.60100.00	RETIREMENT	2,965,905.25	2,965,905.25	94,326.44	2,176,688.09	789,217.16	26.61 %
01.00.60200.00	CAFETERIA HEALTH PLAN	1,195,000.00	1,195,000.00	94,827.40	474,929.26	720,070.74	60.26 %
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	69,804.92	69,804.92	5,132.70	25,093.20	44,711.72	64.05 %
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	9,090.02	45,808.68	64,493.90	58.47 %
01.00.60223.00	UNIFORM REIMBURSEMENT	28,080.00	28,080.00	2,162.40	10,482.76	17,597.24	62.67 %
01.00.60225.00	EDUCATION REIMBURSEMENT	162,601.74	162,601.74	12,480.89	60,840.56	101,761.18	62.58 %
01.00.60231.00	RETIREES' HEALTH INSURANCE	605,337.00	605,337.00	36,534.68	189,221.33	416,115.67	68.74 %
01.00.61103.00	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	0.00	74.84	-74.84	0.00 %
01.00.61110.00	MERA OPERATING EXPENSE	110,559.17	110,559.17	18,121.64	94,733.64	15,825.53	14.31 %
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	0.00	3,985.39	42,198.61	91.37 %
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 & BOOKEEPING SERVICES	34,558.58	34,558.58	2,000.90	16,967.40	17,591.18	50.90 %

Budget Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01.05.61105.00	OTHER CONTRACT SERVICES	93,334.00	93,334.00	8,729.35	44,903.80	48,430.20	51.89 %
01.05.61107.00	ATTORNEY/LEGAL FEES	18,540.00	18,540.00	0.00	5,634.50	12,905.50	69.61 %
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	90.81	665.01	2,234.99	77.07 %
01.05.61120.00	CONTRACT SERVICES-SAN ANSELM	136,000.00	136,000.00	0.00	68,000.00	68,000.00	50.00 %
01.05.61121.00	COMPUTER SOFTWARE/SUPPORT	47,761.00	47,761.00	108.00	14,773.02	32,987.98	69.07 %
01.05.61122.00	WEB PAGE DESIGN AND MAINTENA	13,229.00	13,229.00	0.00	5,550.00	7,679.00	58.05 %
01.05.61127.00	HEALTH AND WELLNESS	58,991.00	58,991.00	0.00	115.00	58,876.00	99.81 %
01.05.61129.00	HIRING EXPENSES	20,000.00	20,000.00	0.00	9,476.71	10,523.29	52.62 %
01.05.61300.00	PUBLICATIONS AND DUES	10,467.23	10,467.23	0.00	7,690.01	2,777.22	26.53 %
01.05.62000.00	OFFICE SUPPLIES	5,253.00	5,253.00	0.00	457.69	4,795.31	91.29 %
01.05.62003.00	POSTAGE	1,148.45	1,148.45	0.00	195.21	953.24	83.00 %
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	14,349.69	14,349.69	100.43	7,266.83	7,082.86	49.36 %
01.10.60065.02	EXPLORER POST	9,835.00	9,835.00	0.00	3,332.43	6,502.57	66.12 %
01.10.61000.00	TRAINING AND EDUCATION	49,707.80	49,707.80	65.06	21,275.64	28,432.16	57.20 %
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	0.00	0.00	0.00	215.20	-215.20	0.00 %
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	3,538.39	1,211.61	25.51 %
01.10.62204.00	PARAMEDIC RESPONSE SUPPLIES	42,436.00	42,436.00	664.94	18,396.16	24,039.84	56.65 %
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	9,501.42	32,263.02	77.25 %
01.10.63131.00	EQUIPMENT	30,000.00	30,000.00	26.48	5,246.98	24,753.02	82.51 %
01.10.63140.00	HYDRANTS	42,519.27	42,519.27	42,328.81	42,328.81	190.46	0.45 %
01.10.63150.00	COMMUNICATIONS EQUIPMENT	23,635.00	23,635.00	0.00	6,757.60	16,877.40	71.41 %
01.10.63160.00	TURNOUTS	51,869.77	51,869.77	0.00	4,511.29	47,358.48	91.30 %
01.14.61500.00	BUILDING MAINTENANCE AND LAN	18,500.00	18,500.00	1,350.00	6,368.83	12,131.17	65.57 %
01.14.61500.19	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	424.49	14,575.51	97.17 %
01.14.61500.20	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	1,686.34	13,313.66	88.76 %
01.14.61500.21	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	5,842.73	9,157.27	61.05 %
01.14.61702.00	GAS AND ELECTRIC	55,000.00	55,000.00	1,403.29	10,421.59	44,578.41	81.05 %
01.14.61703.00	WATER	9,500.00	9,500.00	2,009.81	3,834.68	5,665.32	59.63 %
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	3,597.97	14,362.71	57,900.29	80.12 %
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLI	10,927.00	10,927.00	514.52	4,743.75	6,183.25	56.59 %
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	5,003.79	301.21	5.68 %
01.14.63041.00	OFFICE EQUIPMENT	10,609.00	10,609.00	0.00	50.00	10,559.00	99.53 %
01.14.63042.00	EXERCISE EQUIPMENT	9,000.00	9,000.00	0.00	535.30	8,464.70	94.05 %
01.14.63044.00	TECHNOLOGY PURCHASES	27,520.00	27,520.00	73.18	12,698.89	14,821.11	53.86 %
01.15.60220.00	PAYROLL TAXES - COMMUNITY EDU	0.00	0.00	15.52	15.52	-15.52	0.00 %
01.15.61131.00	FIRE PREVENTION	4,880.00	4,880.00	0.00	220.54	4,659.46	95.48 %
01.15.61903.00	MWPA Local Projects	0.00	0.00	8,250.00	8,250.00	-8,250.00	0.00 %
01.15.61904.00	MWPA CORE FUNDS	0.00	0.00	0.00	2,880.00	-2,880.00	0.00 %
01.15.62220.00	COMMUNITY EDUCATION & PREP.	9,904.00	9,904.00	1,069.94	2,692.76	7,211.24	72.81 %
01.25.61600.00	FLEET MAINTENANCE/REPAIRS	100,000.00	100,000.00	759.54	43,935.75	56,064.25	56.06 %
01.25.62988.00	FUEL	51,000.00	51,000.00	4,388.08	20,505.36	30,494.64	59.79 %
01.25.62989.00	FLEET PARTS	18,025.00	18,025.00	1,362.93	9,419.11	8,605.89	47.74 %
Expense Total:		15,412,253.21	15,412,253.21	969,934.70	6,816,051.23	8,596,201.98	55.78%
Fund: 01 - GENERAL FUND Surplus (Deficit):		0.00	0.00	100,183.77	-201,532.35	-201,532.35	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%

Budget Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Expense							
15.00.63154.00	VEHICLE PURCHASE	68,145.00	68,145.00	0.00	36,495.54	31,649.46	46.44 %
15.00.64010.00	LEASE PAYMENT - PRINCIPAL	163,832.63	163,832.63	0.00	163,832.63	0.00	0.00 %
15.00.64110.00	LEASE PAYMENT - INTEREST	5,284.59	5,284.59	0.00	5,284.59	0.00	0.00 %
Expense Total:		237,262.22	237,262.22	0.00	205,612.76	31,649.46	13.34%
Fund: 15 - VEHICLE FUND Surplus (Deficit):		150,662.56	150,662.56	0.00	-205,612.76	-356,275.32	236.47%
Report Surplus (Deficit):		150,662.56	150,662.56	100,183.77	-407,145.11	-557,807.67	370.24%

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	1,070,118.47	6,614,518.88	-8,797,734.33	57.08%
Expense	15,412,253.21	15,412,253.21	969,934.70	6,816,051.23	8,596,201.98	55.78%
Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	100,183.77	-201,532.35	-201,532.35	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	205,612.76	31,649.46	13.34%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	150,662.56	150,662.56	0.00	-205,612.76	-356,275.32	236.47%
Report Surplus (Deficit):	150,662.56	150,662.56	100,183.77	-407,145.11	-557,807.67	370.24%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	0.00	100,183.77	-201,532.35	-201,532.35
15 - VEHICLE FUND	150,662.56	150,662.56	0.00	-205,612.76	-356,275.32
Report Surplus (Deficit):	150,662.56	150,662.56	100,183.77	-407,145.11	-557,807.67



Ross Valley Fire, CA

Budget Report Account Summary

For Fiscal: 2025-2026 Period Ending: 12/31/2025

		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	1,456,855.17	-1,459,831.60	50.05 %
01.00.47502.00	ROSS	2,491,975.41	2,491,975.41	208,783.93	1,253,891.05	-1,238,084.36	49.68 %
01.00.47503.00	SAN ANSELMO	5,073,598.11	5,073,598.11	422,244.68	2,534,210.07	-2,539,388.04	50.05 %
01.00.47504.00	SLEEPY HOLLOW	1,602,298.60	1,602,298.60	133,349.59	800,331.87	-801,966.73	50.05 %
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	82,400.00	82,400.00	6,866.75	41,200.50	-41,199.50	50.00 %
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,713,109.24	1,713,109.24	142,759.08	856,554.48	-856,554.76	50.00 %
01.00.49501.00	COUNTY OF MARIN	279,779.00	279,779.00	0.00	287,824.00	8,045.00	102.88 %
01.00.49504.00	RVPA REIMBURSEMENT MEDIC PR	294,127.00	294,127.00	0.00	73,571.76	-220,555.24	74.99 %
01.00.49507.00	LAIF INTEREST	17,500.00	17,500.00	0.00	7,762.96	-9,737.04	55.64 %
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	330,000.00	330,000.00	43,291.92	182,667.74	-147,332.26	44.65 %
01.00.49512.00	MISCELLANEOUS INCOME	10,000.00	10,000.00	471.79	46,172.66	36,172.66	461.73 %
01.00.49513.00	WORKERS COMP REIMBURSEMENT	0.00	0.00	1,428.93	49,498.54	49,498.54	0.00 %
01.00.49518.00	WILDFIRE PREPAREDNESS COORDI	93,044.76	93,044.76	1,485.61	13,205.41	-79,839.35	85.81 %
01.00.49523.00	VEHICLE REPLACEMENT	387,924.78	387,924.78	32,127.36	191,732.90	-196,191.88	50.57 %
01.00.49524.00	TECHNOLOGY FEES	27,519.54	27,519.54	3,258.53	15,047.32	-12,472.22	45.32 %
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 %
01.00.49529.00	MWPA CORE FUNDS	0.00	0.00	0.00	2,880.00	2,880.00	0.00 %
Revenue Total:		15,412,253.21	15,412,253.21	1,238,806.27	7,860,696.43	-7,551,556.78	49.00%
Expense							
01.00.60000.00	REGULAR SALARIES	5,753,394.63	5,753,394.63	459,389.05	2,645,144.42	3,108,250.21	54.02 %
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	55,371.25	528,745.13	344,533.87	39.45 %
01.00.60021.00	HOURLY OVERTIME	111,770.00	111,770.00	10,427.99	52,614.95	59,155.05	52.93 %
01.00.60024.00	SHIFT DIFFERENTIAL OT	25,319.00	25,319.00	1,639.56	3,762.58	21,556.42	85.14 %
01.00.60025.00	OT OES RESPONSE	0.00	0.00	0.00	89,327.31	-89,327.31	0.00 %
01.00.60026.00	OT TRAINING	84,605.00	84,605.00	15,768.59	49,769.12	34,835.88	41.17 %
01.00.60027.00	HOLIDAY	271,606.12	271,606.12	22,287.90	128,153.77	143,452.35	52.82 %
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	33,943.00	33,943.00	117.74	10,295.74	23,647.26	69.67 %
01.00.60029.00	FLSA O/T	121,534.07	121,534.07	9,799.93	51,442.84	70,091.23	57.67 %
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	1,800.00	1,800.00	50.00 %
01.00.60040.00	BOARD MEMBER STIPEND	8,000.00	8,000.00	0.00	2,800.00	5,200.00	65.00 %
01.00.60100.00	RETIREMENT	2,965,905.25	2,965,905.25	97,086.34	2,273,774.43	692,130.82	23.34 %
01.00.60200.00	CAFETERIA HEALTH PLAN	1,195,000.00	1,195,000.00	101,484.07	576,413.33	618,586.67	51.76 %
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	69,804.92	69,804.92	5,246.76	30,339.96	39,464.96	56.54 %
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	8,486.43	54,295.11	56,007.47	50.78 %
01.00.60223.00	UNIFORM REIMBURSEMENT	28,080.00	28,080.00	2,222.84	12,705.60	15,374.40	54.75 %
01.00.60225.00	EDUCATION REIMBURSEMENT	162,601.74	162,601.74	12,905.31	73,745.87	88,855.87	54.65 %
01.00.60231.00	RETIREE'S HEALTH INSURANCE	605,337.00	605,337.00	39,745.46	228,970.79	376,366.21	62.17 %
01.00.61103.00	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	0.00	109.70	-109.70	0.00 %
01.00.61110.00	MEGA OPERATING EXPENSE	110,559.17	110,559.17	0.00	94,733.64	15,825.53	14.31 %
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	14,132.74	18,118.13	28,065.87	60.77 %
01.00.67099.00	TRANSFERS OUT	387,924.78	387,924.78	387,924.78	387,924.78	0.00	0.00 %
01.05.61103.00	AUDIT & BOOKKEEPING SERVICES	34,558.58	34,558.58	1,573.66	18,541.06	16,017.52	46.35 %
01.05.61105.00	OTHER CONTRACT SERVICES	93,334.00	93,334.00	360.52	45,554.32	47,779.68	51.19 %

Budget Report

For Fiscal: 2025-2026 Period Ending: 12/31/2025

		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	7,227.50	11,312.50	61.02 %
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	95.08	760.09	2,139.91	73.79 %
01.05.61120.00	CONTRACT SERVICES-SAN ANSELM	136,000.00	136,000.00	34,000.00	102,000.00	34,000.00	25.00 %
01.05.61121.00	COMPUTER SOFTWARE/SUPPORT	47,761.00	47,761.00	0.00	14,773.02	32,987.98	69.07 %
01.05.61122.00	WEB PAGE DESIGN AND MAINTENA	13,229.00	13,229.00	0.00	5,550.00	7,679.00	58.05 %
01.05.61127.00	HEALTH AND WELLNESS	58,991.00	58,991.00	0.00	115.00	58,876.00	99.81 %
01.05.61129.00	HIRING EXPENSES	20,000.00	20,000.00	991.02	16,931.46	3,068.54	15.34 %
01.05.61300.00	PUBLICATIONS AND DUES	10,467.23	10,467.23	0.00	7,690.01	2,777.22	26.53 %
01.05.62000.00	OFFICE SUPPLIES	5,253.00	5,253.00	0.00	457.69	4,795.31	91.29 %
01.05.62003.00	POSTAGE	1,148.45	1,148.45	0.00	195.21	953.24	83.00 %
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	14,349.69	14,349.69	76.34	7,343.17	7,006.52	48.83 %
01.10.60065.02	EXPLORER POST	9,835.00	9,835.00	0.00	3,332.43	6,502.57	66.12 %
01.10.61000.00	TRAINING AND EDUCATION	49,707.80	49,707.80	1,188.25	23,429.88	26,277.92	52.86 %
01.10.61100.00	DISPATCH	402,321.00	402,321.00	198,961.00	198,961.00	203,360.00	50.55 %
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	0.00	0.00	1,844.88	2,060.08	-2,060.08	0.00 %
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	3,538.39	1,211.61	25.51 %
01.10.62204.00	PARAMEDIC RESPONSE SUPPLIES	42,436.00	42,436.00	2,161.54	20,557.70	21,878.30	51.56 %
01.10.62210.00	BREATHING APPARATUS	7,539.82	7,539.82	949.33	949.33	6,590.49	87.41 %
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	9,501.42	32,263.02	77.25 %
01.10.63131.00	EQUIPMENT	30,000.00	30,000.00	-8,003.21	4,243.77	25,756.23	85.85 %
01.10.63140.00	HYDRANTS	42,519.27	42,519.27	0.00	42,328.81	190.46	0.45 %
01.10.63150.00	COMMUNICATIONS EQUIPMENT	23,635.00	23,635.00	0.00	9,753.13	13,881.87	58.73 %
01.10.63160.00	TURNOUTS	51,869.77	51,869.77	0.00	4,511.29	47,358.48	91.30 %
01.14.61500.00	BUILDING MAINTENANCE AND LAN	18,500.00	18,500.00	0.00	7,134.83	11,365.17	61.43 %
01.14.61500.19	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	1,170.99	1,595.48	13,404.52	89.36 %
01.14.61500.20	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	560.70	2,247.04	12,752.96	85.02 %
01.14.61500.21	BUILDING MAINTENANCE STATION	15,000.00	15,000.00	0.00	5,842.73	9,157.27	61.05 %
01.14.61702.00	GAS AND ELECTRIC	55,000.00	55,000.00	4,969.76	15,391.35	39,608.65	72.02 %
01.14.61703.00	WATER	9,500.00	9,500.00	0.00	3,834.68	5,665.32	59.63 %
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	3,780.99	18,143.70	54,119.30	74.89 %
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLI	10,927.00	10,927.00	559.65	5,303.40	5,623.60	51.47 %
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	5,003.79	301.21	5.68 %
01.14.63041.00	OFFICE EQUIPMENT	10,609.00	10,609.00	0.00	50.00	10,559.00	99.53 %
01.14.63042.00	EXERCISE EQUIPMENT	9,000.00	9,000.00	0.00	535.30	8,464.70	94.05 %
01.14.63044.00	TECHNOLOGY PURCHASES	27,520.00	27,520.00	0.00	12,698.89	14,821.11	53.86 %
01.15.60220.00	PAYROLL TAXES - COMMUNITY EDU	0.00	0.00	0.00	15.52	-15.52	0.00 %
01.15.61131.00	FIRE PREVENTION	4,880.00	4,880.00	0.00	220.54	4,659.46	95.48 %
01.15.61903.00	MWPA Local Projects	0.00	0.00	0.00	28,074.00	-28,074.00	0.00 %
01.15.61904.00	MWPA CORE FUNDS	0.00	0.00	0.00	2,880.00	-2,880.00	0.00 %
01.15.62220.00	COMMUNITY EDUCATION & PREP.	9,904.00	9,904.00	0.00	2,692.76	7,211.24	72.81 %
01.25.61600.00	FLEET MAINTENANCE/REPAIRS	100,000.00	100,000.00	3,340.49	55,019.11	44,980.89	44.98 %
01.25.62988.00	FUEL	51,000.00	51,000.00	2,501.42	23,006.78	27,993.22	54.89 %
01.25.62989.00	FLEET PARTS	18,025.00	18,025.00	1,668.94	12,900.62	5,124.38	28.43 %
Expense Total:		15,412,253.21	15,412,253.21	1,497,088.09	8,362,631.87	7,049,621.34	45.74%
Fund: 01 - GENERAL FUND Surplus (Deficit):		0.00	0.00	-258,281.82	-501,935.44	-501,935.44	0.00%
Fund: 15 - VEHICLE FUND							
Revenue							
15.00.51999.00	TRANSFERS IN	387,924.78	387,924.78	387,924.78	387,924.78	0.00	0.00 %
Revenue Total:		387,924.78	387,924.78	387,924.78	387,924.78	0.00	0.00%

Budget Report

For Fiscal: 2025-2026 Period Ending: 12/31/2025

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Expense							
15.00.63154.00	VEHICLE PURCHASE	68,145.00	68,145.00	0.00	85,197.97	-17,052.97	-25.02 %
15.00.64010.00	LEASE PAYMENT - PRINCIPAL	163,832.63	163,832.63	0.00	163,832.63	0.00	0.00 %
15.00.64110.00	LEASE PAYMENT - INTEREST	5,284.59	5,284.59	0.00	5,284.59	0.00	0.00 %
Expense Total:		237,262.22	237,262.22	0.00	254,315.19	-17,052.97	-7.19%
Fund: 15 - VEHICLE FUND Surplus (Deficit):		150,662.56	150,662.56	387,924.78	133,609.59	-17,052.97	11.32%
Report Surplus (Deficit):		150,662.56	150,662.56	129,642.96	-368,325.85	-518,988.41	344.47%

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	1,238,806.27	7,860,696.43	-7,551,556.78	49.00%
Expense	15,412,253.21	15,412,253.21	1,497,088.09	8,362,631.87	7,049,621.34	45.74%
Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	-258,281.82	-501,935.44	-501,935.44	0.00%
Fund: 15 - VEHICLE FUND						
Revenue	387,924.78	387,924.78	387,924.78	387,924.78	0.00	0.00%
Expense	237,262.22	237,262.22	0.00	254,315.19	-17,052.97	-7.19%
Fund: 15 - VEHICLE FUND Surplus (Deficit):	150,662.56	150,662.56	387,924.78	133,609.59	-17,052.97	11.32%
Report Surplus (Deficit):	150,662.56	150,662.56	129,642.96	-368,325.85	-518,988.41	344.47%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	0.00	-258,281.82	-501,935.44	-501,935.44
15 - VEHICLE FUND	150,662.56	150,662.56	387,924.78	133,609.59	-17,052.97
Report Surplus (Deficit):	150,662.56	150,662.56	129,642.96	-368,325.85	-518,988.41



ROSS VALLEY FIRE DEPARTMENT BOARD OF DIRECTORS AGENDA MINUTES

Wednesday, November 12, 2025

Note: These are summary action minutes only.

The zoom recording can be accessed by clicking [here](#)

6:00 pm RVFD Board Meeting

Please note new start time per Resolution 25-15

1. Call to order – 6:00 pm

In attendance: Directors Kircher, McMillan, Burdo, Walker, Finn, Shortall, Hellman, Coler

President Burdo asked if there was anyone in chamber or online for public comment and stated he would also ask after the Chief's Report per the agenda.

No public comment.

2. Chief Report – Verbal update by Fire Chief Mahoney

Two new recruits are starting next week. We'll be opening a new recruitment in mid-January for two vacancies. If we fill these, it will be the first time in a long time the department will be fully staffed. Chief Mahoney gave an update on two moving memorial events that he attended in Colorado Springs and Sacramento honoring Captain Rick Addicks. Firefighters participated in the annual Alisa Ann Ruch Burn Foundation Relay that supports burn prevention and survivor programs. RVFD Club donated \$1,000 and the relay stopped at Station 19 to receive the check. Captain Juric coordinated the relay in Marin County. RVFD is participating in the annual holiday toy drive. Drop off locations are at the Fire Stations. The toys are donated to the Fairfax/San Anselmo Children's Center and then distributed to families. The flyer will be sent to the Board members for distribution. Engine 19, Engine 21, Battalion 20 and Medic 18 responded to a cardiac arrest. Patient is currently recovering.

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.



Ross Valley Fire Department

Serving Fairfax, Sleepy Hollow, San Anselmo, and Ross

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.
 - a) Receive call report for September and October
Item 4a - [Call Report](#)
 - b) Acknowledge check register issued during September and October
Item 4b – [Check Register](#)
 - c) Receive current budget report for September and October
Item 4c – [Budget Report](#)
 - d) Approve Minutes of the September 10, 2025 Board meeting
Item 4d – [Minutes September 10, 2025](#)
 - e) Adopt Resolution 25-16 Approving a Revised Publicly Available Pay Schedule for FY 25-26
Item 4e - [Staff Report - Revised Publicly Available Pay Schedule](#)
Item 4e - [Attachment #1 - Resolution 25-16 Pay Schedule](#)
 - f) Adopt Resolution 25-17 Re-appointing San Anselmo Town Manager David Donery as the Executive Officer of the Ross Valley Fire Department
Item 4f - [Staff Report -Re-Appoint Executive Officer](#)
Item 4f - [Attachment #1 - Resolution 25-17 Reappointing Exec Officer](#)
 - g) Accept Annual Independent Audit Report for Fiscal Year 2024-25 Ending June 30, 2025
Item 4g – [Staff Report - Audit Report for Fiscal Year 24-25](#)
Item 4g – [Attachment #1 - RVFD Basic Financial Statements FY 24-25](#)
Item 4g - [Attachment #2 - Financial SAS 114 Fy 24-25](#)

Director Coler requested Item G to be pulled from consent.

No public comment.

Director Coler raised a question about the uncollected funds from the embezzlement by Mollenkopf, which came about when she was reading the audit report. There is an extension of the judgment against Mollenkopf that will expire in March 2026. Discussion was had about the attempts made in the past to collect. Director Coler suggested contacting



Ross Valley Fire Department

Serving Fairfax, Sleepy Hollow, San Anselmo, and Ross

a collections agency. Discussion was also had about extending the judgment again. Director Coler would like to add to the January 2026 agenda a discussion on the matter of collections.

M/S: Coler made a motion to approve consent including Item G/Finn: Ayes: Directors Kircher, McMillan, Burdo, Walker, Finn, Shortall, Hellman, Coler

5. Receive Presentation on 2025 Defensible Space Program update on Wildfire Preparedness Coordinator Projects – Nicole Marcucci, Wildfire Preparedness Coordinator
Item 5 – [Staff Report - Defensible Space Update & WPC Projects](#)

Wildfire Preparedness Coordinator Marcucci gave a presentation. The Board engaged in discussion and asked questions on grant applications, how to encourage all residents to open their reports, especially those who may not be tech savvy, which roads have been identified for roadside clearance projects and how to ensure continued maintenance is done by property owners.

No public comment.

6. Receive Presentation Related to Special Districts and the Role of the Marin Local Agency Formation Commission (LAFCo) - Dan Mahoney, Fire Chief
Item 6 – [Staff Report -LAFCo Report](#)

LAFCo Executive Officer Jason Fried gave a high-level presentation on the different types of governing models. The Board engaged in discussion and asked questions such as what next steps may be, the Board processes for proceeding, the governance structure of Sleepy Hollow as a pre-Prop 13 Special District, how seats on a board may be filled, pros and cons of different financial structures such as becoming a taxing entity and the role of LAFCo. There was acknowledgment of the recent changes, such as 3-person engine, closure of Station 18, and facilities upgrades that took a long time to bring to fruition, as well as uncertainty about the future of a fire station in Ross. There was acknowledgment that it's important to continue to review all options with the goal of fiscal sustainability into the future. President Burdo wrapped up the discussion by stating 1) Understand that regardless of the model, costs will continue to rise 2) Depending on the action item, the Board may need a unanimous vote to proceed 3) There is a request for a budget report with a five year projection which will be included in the January 2026 RVFD Board meeting and 4) There is a request for a RVFD Board Handbook which will be included in the January 2026 RVFD Board Meeting, along with a proposal to create an Onboarding Subcommittee.

No public comment.

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



Ross Valley Fire Department

Serving Fairfax, Sleepy Hollow, San Anselmo, and Ross

miscellaneous items.

Request from Director Coler to include two agenda items in the January meeting to 1) extend the Mollenkopf Judgement and 2) to create an Onboarding Subcommittee.

Director Finn announced the appointment of the new third Sleepy Hollow Board Member, Jennifer Guana, who is the Director of Operations for FireSafe Marin and a long time Sleepy Hollow resident.

The RVFD Board December meeting is cancelled.

Chief Mahoney will be presenting at the December Ross Town Council meeting on response times.

8. Adjourn

The next meeting is scheduled for Wednesday, December 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 January 14, 2026

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Appoint President and Vice President to the Ross Valley Fire Department Board of Directors for 2026.

RECOMMENDATION:

Staff recommends that the Fire Board appoint a President and Vice President to the Ross Valley Fire Department Board of Directors for 2026.

BACKGROUND:

The Fire Board (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 of 2025, The Board appointed Director Steve Burdo (San Anselmo) as President and Director Elizabeth Robbins (Town of Ross) as Vice President. Julie McMillan (Town of Ross) replaced Director Robbins as of the May 14, 2025 meeting and was appointed Vice President.

In line with established practice, a member from Ross should be elected President, and a member from Fairfax should be elected Vice President. Typically, the Vice President is appointed President.

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

Year	President	Vice President
June 2025	Steve Burdo (San Anselmo)	Julie McMillan (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 January 14, 2026

To: Board of Directors

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

Subject: 20-Year History of Member Agency Contributions

RECOMMENDATION:

Staff recommends that the Fire Board receive and file the 20-year history of member agency contributions.

BACKGROUND:

The Ross Valley Fire Department operates as a Joint Powers Authority (JPA) serving four member agencies: the Town of Fairfax, Town of Ross, Town of San Anselmo, and Sleepy Hollow Fire Protection District. Each member agency contributes annually to fund the Department's operations based on an allocation formula established in the JPA agreement.

This report provides an analysis of Ross Valley Fire Department (RVFD) member agency contributions over the past 20 years (fiscal years 2006-07 through 2025-26). The analysis includes contribution amounts, year-over-year percentage changes, and the percentage of each member agency's General Fund budget dedicated to fire protection services. Please refer to Attachment #1 - Excel spreadsheet titled 'RVFD 20-Year Member Contributions' for detailed year-by-year contribution amounts, percentage changes, and General Fund budget percentages for all member agencies. The contribution amount by members includes the vehicle replacement, prior authority unfunded liability, prior authority retiree health, and base contribution in total.

Factors Affecting Contribution Amounts

Member agency contributions have varied over the 20-year period due to several key factors:

- Personnel and Equipment Changes (Station 18 Closure): The Third Amendment, related to Station 18 closure, reduces annual operating costs through removal of one engine from the vehicle replacement schedule and reclassification of three Captain and three Engineer positions to six Firefighter/Paramedic positions. The

Town of Ross contribution in FY25-26 reflects savings from implementing five of the six planned personnel transitions and the engine removal.

- Department Organization Changes: Transitions between contracted Fire Chief arrangements and a stand-alone Chief position have impacted operational costs and contribution requirements.
- Department Staffing Levels: Changes in staffing complement, including sworn personnel and support staff, have directly affected member agency contributions as the Department has adapted to service demands and operational requirements.
- Labor Agreement Adjustments: Annual contributions are adjusted based on Memorandum of Understanding (MOUs) with the Chief Officers Association and Firefighters Association, as well as compensation changes for unrepresented employees.
- CalPERS Unfunded Liability: Payments toward the Department's prior authority unfunded liability to the California Public Employees' Retirement System (CalPERS) have impacted contribution amounts as the Department works to address long-term pension obligations.
- Retiree Health Benefits: Changes in prior authority retiree health payment obligations have influenced annual contribution requirements.
- Vehicle Replacement Schedule: Updates to the vehicle replacement schedule have resulted in adjustments to member agency charges to ensure adequate funding for capital equipment needs.

Data Limitations

The percentage of General Fund budget data is incomplete across the 20-year period. Staff compiled available data from member agency websites and published financial documents. Gaps in the data reflect years where this information was not readily accessible through public sources. The Board should note that while contribution amounts are complete for all years, the General Fund percentage analysis is limited to years where member agency budget data was available.

CONCLUSION:

Staff recommends the Board receive and file this report as informational. This historical analysis provides context for understanding member agency contribution trends and the various operational and financial factors that have influenced these contributions over time.

FISCAL IMPACT:

There is no fiscal impact to receiving this report.

ATTACHMENTS:

Attachment #1 - RVFD 20-Year Member Contributions

Ross Valley Fire Department

20-Year Member Contributions

Item 9 - Attachment 1

	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Fairfax	\$1,430,603	\$1,531,355	\$1,648,037	\$1,736,827	\$1,736,797	\$1,736,797	\$1,770,007	\$1,803,293
Ross					\$25,156	\$26,016	\$1,670,097	\$1,619,527
San Anselmo	\$3,275,327	\$3,505,997	\$3,773,138	\$3,976,420	\$3,022,255	\$3,022,255	\$3,079,707	\$3,137,616
Sleepy Hollow					\$1,047,596	\$954,096	\$972,361	\$990,648

% Change Year-over-Year

Fairfax	7.0%	7.6%	5.4%	0.0%	0.0%	1.9%	1.9%
Ross					3.4%	6319.5%	-3.0%
San Anselmo	7.0%	7.6%	5.4%	-24.0%	0.0%	1.9%	1.9%
Sleepy Hollow					-8.9%	1.9%	1.9%

% of Member Agency General Fund Budget

Fairfax	25.2%	24.9%	25.3%	24.6%
Ross				32.4%
San Anselmo	24.2%	24.1%	24.5%	24.3%
Sleepy Hollow				

Ross Valley Fire Department

20-Year Member Contributions

Item 9 - Attachment 1

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Fairfax	\$1,886,662	\$2,044,335	\$2,110,291	\$2,233,861	\$2,338,863	\$2,431,154	\$2,505,148	\$2,601,413
Ross	\$1,670,641	\$1,714,060	\$1,754,649	\$1,905,841	\$2,019,897	\$2,125,214	\$2,159,257	\$2,262,786
San Anselmo	\$3,282,678	\$3,557,040	\$3,671,803	\$3,886,781	\$4,068,627	\$4,229,157	\$4,357,895	\$4,525,339
Sleepy Hollow	\$1,036,447	\$1,123,063	\$1,159,296	\$1,227,180	\$1,284,864	\$1,335,565	\$1,376,214	\$1,429,098

% Change Year-over-Year

Fairfax	4.6%	8.4%	3.2%	5.9%	4.7%	3.9%	3.0%	3.8%
Ross	3.2%	2.6%	2.4%	8.6%	6.0%	5.2%	1.6%	4.8%
San Anselmo	4.6%	8.4%	3.2%	5.9%	4.7%	3.9%	3.0%	3.8%
Sleepy Hollow	4.6%	8.4%	3.2%	5.9%	4.7%	3.9%	3.0%	3.8%

% of Member Agency General Fund Budge

Fairfax	24.7%	25.2%		23.9%	24.4%	24.2%	24.3%	23.4%
Ross	23.8%	24.8%	23.3%	23.6%	25.6%	25.5%	26.0%	26.1%
San Anselmo	24.3%	25.4%	25.0%	25.2%	25.1%	25.2%	26.7%	25.6%
Sleepy Hollow				79.2%	82.8%	83.9%	84.0%	78.0%

Ross Valley Fire Department

20-Year Member Contributions

Item 9 - Attachment 1

	2022-23	2023-24	2024-2025	2025-26
Fairfax	\$2,735,033	\$2,896,525	\$3,310,424	\$3,552,908
Ross	\$2,331,397	\$2,499,898	\$2,826,207	\$2,582,633
San Anselmo	\$4,757,815	\$5,038,723	\$5,758,752	\$6,180,648
Sleepy Hollow	\$1,502,502	\$1,591,218	\$1,818,595	\$1,951,803

% Change Year-over-Year

Fairfax	5.1%	5.9%	14.3%	7.3%
Ross	3.0%	7.2%	13.1%	-8.6%
San Anselmo	5.1%	5.9%	14.3%	7.3%
Sleepy Hollow	5.1%	5.9%	14.3%	7.3%

% of Member Agency General Fund Budge

Fairfax	22.3%	22.1%	23.7%	24.7%
Ross	24.0%	25.3%	26.9%	23.5%
San Anselmo	24.6%	24.3%	25.3%	26.3%
Sleepy Hollow	70.6%	74.1%		

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of January 14, 2026

To: Board of Directors

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

Subject: Budget Revision to FY 2025-2026 Operating Budget

RECOMMENDATION:

Staff recommends that the Board consider approving Resolution 26-01 (Attachment 1), adopting the proposed line-item budget revisions for the Fiscal Year 2025-2026 Operating Budget.

DISCUSSION:

On July 9, 2025, the Board approved the revised Fiscal Year 2025-2026 Operating Budget for the Ross Valley Fire Department (Department). At each Board meeting, staff provides financial updates, including monthly revenue and expenditure reports, with explanations of any variances from the adopted budget.

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

- Multiple employees were on workers' compensation leave.
- The deployment of fire personnel to assist in the California wildfire season, for which Cal OES reimburses the Department for overtime costs.
- The completion of the sixth and final personnel transition under the Third Amendment.

To reflect these changes, staff has prepared a line-item budget revision (Attachment 2) for Board consideration and approval. Below is a summary of the key adjustments, with additional details provided in the attached budget revision resolution.

BUDGET REVISIONS:

Beginning Fund Balance

The beginning fund balance for all funds has been updated to \$4,073,401, based on the final audit of FY 2024-2025 financial statements.

Revenues

Projected revenue increases total \$164,272 and includes:

- **Workers' Compensation Reimbursement:** \$49,499. Workers' compensation reimbursements are not budgeted due to their unpredictable nature.
- **Cal OES Reimbursement Out of County Overtime:** \$114,773. Cal OES Out of County Overtime is not budgeted due to its unpredictable nature based on wildfire season or whether staffing levels will allow the Department to participate.
- **Third Amendment Personnel Transition Savings:** \$46,076.76 in additional savings for the Town of Ross from the sixth and final personnel transition completed as of January 1, 2026. The savings amount is allocated to the other members of the JPA based on the priority authority formula (Fairfax 30.4%, San Anselmo 52.90%, and Sleepy Hollow Fire Protection District 16.7%) and has no net impact to the overall revenue budget.

If the Board approves the attached Resolution, new invoices will be issued from Finance to each agency for a new contribution amount effective February 1st for the remainder of the fiscal year.

Third Amendment: Personnel Transitions

As outlined in the Third Amendment, the Authority's annual operating costs are being reduced through the removal of one engine from the vehicle replacement schedule and the reclassification of three (3) Captain positions and three (3) Engineer positions to six (6) Firefighter/Paramedic positions. The cost savings from these personnel changes are determined at the time of each transition, based on the differential in salary and fully burdened benefit costs between the affected classifications.

The adopted FY 2025-2026 budget included \$332,186 in savings from the implementation of five (5) of the six (6) planned personnel transitions, along with the removal of one fire engine from the vehicle replacement schedule. These savings were calculated based on the terms outlined in the successor Memorandum of Understanding (MOU) with the Firefighters Association, effective July 1, 2025.

As of January 1, 2026, the Department completed the sixth and final personnel transition by filling the Battalion Chief 40-hour position and filling a Battalion Chief and Captain position via promotion, which created the third Firefighter/Paramedic position. This final transition generates \$46,076.76 in additional savings, bringing the total savings from all transitions to \$378,262.88.

Expenses

Proposed expense adjustments total \$89,327, driven by:

- **Cal OES Out of County Overtime Costs:** \$89,327 representing costs associated with personnel overtime for the Department's responses to wildfires throughout California.

Note: The Department receives reimbursement not only for personnel overtime costs but also for equipment, support vehicles, and an administrative surcharge. The \$114,773 in reimbursement revenue exceeds the \$89,327 in personnel overtime expenses due to these additional reimbursable components, resulting in a small net gain to the Department.

Ending Fund Balance

The estimated ending fund balance for all funds is \$4,299,009, reflecting an increase of \$225,608 from the prior year. The increase consists of \$74,945 from operating funds and \$150,663 in the vehicle replacement fund. In FY 2025-2026, the Department anticipates contributing more funds to the vehicle replacement fund than we expect to expend, increasing the reserves for future needs.

Ross Valley Fire Department Five-Year Financial Forecast

In addition, the Department also developed a five-year financial forecast (Attachment 3) for operating during the budget process. The goal is to provide perspective and analysis of what will happen if current financial decisions and operational practices continue into the future. The financial forecast illustrates the impacts on each of its member agencies and will help the Board and member agencies understand their ability to fund the current level of service. Member contributions are presented in the same format as the budget, with separate line items for base contribution, vehicle replacement, prior authority unfunded liability, and prior authority retiree health. This differs from the 20-year retrospective analysis, which consolidated all contribution amounts into a single line item.

Note: These forecasts were prepared using the preliminary estimated funding formula that incorporates all the Third Amendment savings for the Town of Ross. Those percentages are Fairfax 24.51%, Ross 20.22%, Sleepy Hollow 13.27%, and San Anselmo 42.01%. For reference, the current funding formula is Fairfax 23.30%, Ross 23.37%, Sleepy Hollow 12.80%, and San Anselmo 40.53%.

CONCLUSION:

Approval of Resolution 26-01 will align the FY 2025-2026 Operating Budget with updated revenue and expenditure projections, ensuring fiscal transparency and accountability.

FISCAL IMPACT:

The proposed revisions result in a \$164,272 increase in revenue and an \$89,327 increase in expenses, for a net fund balance increase of \$74,945. The Fire Board approved Resolution 23-10 at the June 14, 2023, Board meeting, establishing a minimum target reserve policy of 10%. With the line-item adjustments proposed above, the ending estimate for the unassigned fund balance would be \$3.07M or 19.80%. The revised budget target minimum reserve balance is \$1.541M.

ATTACHMENTS:

1. Attachment #1 - Resolution 26-01: A Resolution of the Ross Valley Fire Department Board of Directors Adopting the Proposed Line-Item Budget Revisions for FY 2025-2026
2. Attachment #2 - Exhibit A - FY 2025-2026 Budget Document with Proposed Line-Item Adjustments
3. Attachment #3 - Ross Valley Fire Department Five-Year Financial Forecast

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 26-01

A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT BOARD OF DIRECTORS ADOPTING THE PROPOSED LINE-ITEM BUDGET REVISIONS TO THE FISCAL YEAR 2025-2026 OPERATING BUDGET

WHEREAS, the Ross Valley Fire Department Board of Directors adopted the revised proposed Fiscal Year 2025-2026 Operating Budget on July 9, 2025, at a regular meeting of the Ross Valley Fire Department Board of Directors to plan for anticipated revenues and expenses for the fiscal period; and

WHEREAS, the Ross Valley Fire Department Board, on the recommendation of staff, approves the Fiscal Year 2025-2026 Operating Budget line-item revisions.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Ross Valley Fire Department hereby adopt the proposed Fiscal Year 2025-2026 Operating Budget line item revisions as listed in Attachment 2 - Exhibit A

I do hereby certify that the above Resolution 26-01 is a true and correct copy as passed by the Ross Valley Fire Board on January 14, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Burdo, Board President

Attest:

Lauren Houde, Administrative Assistant

Ross Valley Fire Department - 2025-2026 Revised Budget Summary

	2025-2026 Adopted Budget	2025-2026 Revised Budget	Change
Fund: 01 - GENERAL FUND			
Beginning Fund Balance	3,387,231	3,387,231	
Revenue			
00 - UNDESIGNATED	15,412,254	15,576,526	164,272
Expense			
00 - UNDESIGNATED	13,635,896	13,725,223	89,327
05 - ADMINISTRATION	456,532	456,532	-
10 - OPERATIONS	858,423	858,423	-
14 - FACILITIES	277,594	277,594	-
15 - COMMUNITY RISK REDUCTION	14,784	14,784	-
25 - FLEET	169,025	169,025	-
Total Expense	15,412,254	15,501,581	89,327
Ending Fund Balance	3,387,231	3,462,176	
Fund: 15 - APPARATUS FUND/SCBA			
Beginning Fund Balance	686,170	686,170	
Revenue			
00 - UNDESIGNATED	387,925	387,925	-
Expense			
00 - UNDESIGNATED	237,262	237,262	-
Ending Fund Balance	836,833	836,833	
Beginning Fund Balance - All Funds	3,831,775	4,073,401	
Total Revenue - All Funds	15,800,179	15,964,451	164,272
Total Expense - All Funds	15,649,516	15,738,843	89,327
Surplus/(Deficit)	150,663	225,608	
Ending Fund Balance - All Funds	3,982,438	4,299,009	
Fund Balances	2025-2026	2025-2026	
Nonspendable	55,044	55,044	
Compensated Absences	232,261	232,261	
Technology	105,124	105,124	
Vehicle Replacement	566,170	716,833	
Breathing Apparatus	120,000	120,000	
Prior Authority OPEB	-	-	
Unassigned	2,994,802	3,069,747	
Total	4,073,401	4,299,009	



Ross Valley Fire Department Budget Report

		Current	Mid-Year	
		Total Budget	Total Budget	Change
Fund: 01 - GENERAL FUND				
Revenue				
01.00.47501.00	FAIRFAX	2,916,687.00	2,930,694.00	14,007.00
01.00.47502.00	ROSS	2,491,975.00	2,445,898.00	-46,077.00
01.00.47503.00	SAN ANSELMO	5,073,598.00	5,097,973.00	24,375.00
01.00.47504.00	SLEEPY HOLLOW	1,602,299.00	1,609,994.00	7,695.00
01.00.47507.00	PRIOR AUTHORITY RETIREE HEALTH	82,400.00	82,400.00	
01.00.47510.00	PRIOR AUTHORITY RETIREMENT	1,713,109.24	1,713,109.24	
01.00.49501.00	COUNTY OF MARIN	279,779.00	279,779.00	
01.00.49502.00	OES REIMBURSEMENT OUT OF COU	0.00	114,773.00	114,773.00
01.00.49504.00	RVPA REIMBURSEMENT MEDIC PRO	294,127.00	294,127.00	
01.00.49507.00	LAIF INTEREST	17,500.00	17,500.00	
01.00.49509.00	RVPA AGENCY REIMBURSEMENT	47,290.00	47,290.00	
01.00.49510.00	PLAN CHECKING FEES	330,000.00	330,000.00	
01.00.49512.00	MISCELLANEOUS INCOME	10,000.00	10,000.00	
01.00.49513.00	WORKERS COMP REIMBURSEMENT	0.00	49,498.54	49,498.54
01.00.49518.00	WILDFIRE PREPAREDNESS COORDIN	93,044.76	93,044.76	
01.00.49523.00	VEHICLE REPLACEMENT	387,924.78	387,924.78	
01.00.49524.00	TECHNOLOGY FEES	27,519.54	27,519.54	
01.00.49526.19	STATION MAINT REVENUE #19	15,000.00	15,000.00	
01.00.49526.20	STATION MAINT REVENUE #20	15,000.00	15,000.00	
01.00.49526.21	STATION MAINT REVENUE #21	15,000.00	15,000.00	
01.00.49529.00	MWPA CORE FUNDS	0.00	0.00	
Revenue Total:		15,412,253.32	15,576,524.86	164,271.54
Expense				
01.00.60000.00	REGULAR SALARIES	5,753,394.63	5,753,394.63	
01.00.60010.00	TEMPORARY HIRE	17,389.00	17,389.00	
01.00.60020.00	MINIMUM STAFFING	873,279.00	873,279.00	
01.00.60021.00	HOURLY OVERTIME	111,770.00	111,770.00	
01.00.60024.00	SHIFT DIFFERENTIAL OT	25,319.00	25,319.00	
01.00.60025.00	OT OES RESPONSE	0.00	89,327.31	89,327.31
01.00.60026.00	OT TRAINING	84,605.00	84,605.00	
01.00.60027.00	HOLIDAY	271,606.12	271,606.12	
01.00.60028.00	PARAMEDIC TRAINING OVERTIME	33,943.00	33,943.00	
01.00.60029.00	FLSA O/T	121,534.07	121,534.07	
01.00.60035.00	ACCRUED LEAVE PAYOUT	50,000.00	50,000.00	
01.00.60039.00	EXECUTIVE OFFICER	3,600.00	3,600.00	
01.00.60040.00	BOARD MEMBER STIPEND	8,000.00	8,000.00	
01.00.60100.00	RETIREMENT	2,965,905.25	2,965,905.25	
01.00.60200.00	CAFETERIA HEALTH PLAN	1,195,000.00	1,195,000.00	
01.00.60210.00	RETIREE HEALTH SAVINGS MATCH	69,804.92	69,804.92	
01.00.60215.00	WORKERS' COMPENSATION INSURA	630,845.15	630,845.15	
01.00.60220.00	PAYROLL TAXES	110,302.58	110,302.58	
01.00.60223.00	UNIFORM REIMBURSEMENT	28,080.00	28,080.00	
01.00.60225.00	EDUCATION REIMBURSEMENT	162,601.74	162,601.74	
01.00.60231.00	RETIREE'S HEALTH INSURANCE	605,337.00	605,337.00	
01.00.61103.00	AUDIT & BOOKKEEPING SERVICES	0.00	0.00	
01.00.61110.00	MERA OPERATING EXPENSE	110,559.17	110,559.17	
01.00.61115.00	LIABILITY INSURANCE	79,469.00	79,469.00	
01.00.62999.00	CONTINGENCY	46,184.00	46,184.00	
01.00.67099.00	TRANSFERS OUT	387,924.78	387,924.78	
01.05.61103.00	AUDIT & BOOKEEPING SERVICES	34,558.58	34,558.58	
01.05.61105.00	OTHER CONTRACT SERVICES	93,334.00	93,334.00	
01.05.61107.00	ATTORNEY/LEGAL FEES	18,540.00	18,540.00	
01.05.61112.00	PERS ADMINISTRATIVE FEE	2,900.00	2,900.00	
01.05.61120.00	CONTRACT SERVICES-SAN ANSELMC	136,000.00	136,000.00	

01.05.61121.00	COMPUTER SOFTWARE/SUPPORT	47,761.00	47,761.00
01.05.61122.00	WEB PAGE DESIGN AND MAINTENANCE	13,229.00	13,229.00
01.05.61127.00	HEALTH AND WELLNESS	58,991.00	58,991.00
01.05.61129.00	HIRING EXPENSES	20,000.00	20,000.00
01.05.61300.00	PUBLICATIONS AND DUES	10,467.23	10,467.23
01.05.62000.00	OFFICE SUPPLIES	5,253.00	5,253.00
01.05.62003.00	POSTAGE	1,148.45	1,148.45
01.05.62200.00	GENERAL DEPARTMENT SUPPLIES	14,349.69	14,349.69
01.10.60065.02	EXPLORER POST	9,835.00	9,835.00
01.10.61000.00	TRAINING AND EDUCATION	49,707.80	49,707.80
01.10.61100.00	DISPATCH	402,321.00	402,321.00
01.10.61101.00	RADIO REPAIR	5,463.64	5,463.64
01.10.61102.00	HAZARDOUS MATERIAL REMOVAL	1,030.00	1,030.00
01.10.61108.00	HAZARDOUS MATERIAL CONTRACT	13,998.00	13,998.00
01.10.61110.00	MERA OPERATING EXPENSE	0.00	0.00
01.10.61410.00	EQUIPMENT MAINTENANCE	13,004.00	13,004.00
01.10.62203.00	EMERGENCY RESPONSE SUPPLIES	4,750.00	4,750.00
01.10.62204.00	PARAMEDIC RESPONSE SUPPLIES	42,436.00	42,436.00
01.10.62210.00	BREATHING APPARATUS	7,539.82	7,539.82
01.10.62211.00	BREATHING APPARATUS-CONTRACT	7,991.11	7,991.11
01.10.62213.00	PERSONAL PROTECTIVE EQUIPMENT	41,764.44	41,764.44
01.10.63131.00	EQUIPMENT	30,000.00	30,000.00
01.10.63140.00	HYDRANTS	42,519.27	42,519.27
01.10.63150.00	COMMUNICATIONS EQUIPMENT	23,635.00	23,635.00
01.10.63160.00	TURNOUTS	51,869.77	51,869.77
01.14.61500.00	BUILDING MAINTENANCE AND LAND	18,500.00	18,500.00
01.14.61500.19	BUILDING MAINTENANCE STATION :	15,000.00	15,000.00
01.14.61500.20	BUILDING MAINTENANCE STATION :	15,000.00	15,000.00
01.14.61500.21	BUILDING MAINTENANCE STATION :	15,000.00	15,000.00
01.14.61702.00	GAS AND ELECTRIC	55,000.00	55,000.00
01.14.61703.00	WATER	9,500.00	9,500.00
01.14.61704.00	SEWER	5,483.00	5,483.00
01.14.61705.00	TELEPHONE	72,263.00	72,263.00
01.14.62206.00	JANITORIAL MAINTENANCE SUPPLIES	10,927.00	10,927.00
01.14.62501.00	FURNISHINGS	8,487.00	8,487.00
01.14.63040.00	APPLIANCES	5,305.00	5,305.00
01.14.63041.00	OFFICE EQUIPMENT	10,609.00	10,609.00
01.14.63042.00	EXERCISE EQUIPMENT	9,000.00	9,000.00
01.14.63044.00	TECHNOLOGY PURCHASES	27,520.00	27,520.00
01.15.60220.00	PAYROLL TAXES - COMMUNITY EDUCATION	0.00	0.00
01.15.61131.00	FIRE PREVENTION	4,880.00	4,880.00
01.15.61903.00	MWPA Local Projects	0.00	0.00
01.15.61904.00	MWPA CORE FUNDS	0.00	0.00
01.15.62220.00	COMMUNITY EDUCATION & PREP.	9,904.00	9,904.00
01.25.61600.00	FLEET MAINTENANCE/REPAIRS	100,000.00	100,000.00
01.25.62988.00	FUEL	51,000.00	51,000.00
01.25.62989.00	FLEET PARTS	18,025.00	18,025.00
Expense Total:		15,412,253.21	15,501,580.52

Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	74,944.23
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Fund: 15 - VEHICLE FUND

Revenue

15.00.51999.00	TRANSFERS IN	387,924.78	387,924.78
Revenue Total:		387,924.78	387,924.78

Expense

15.00.63154.00	VEHICLE PURCHASE	68,145.00	68,145.00
15.00.64010.00	LEASE PAYMENT - PRINCIPAL	163,832.63	163,832.63
15.00.64110.00	LEASE PAYMENT - INTEREST	5,284.59	5,284.59
Expense Total:		237,262.22	237,262.22

Fund: 15 - VEHICLE FUND Surplus (Deficit):	150,662.56	150,662.56	
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5 YEAR FINANCIAL PROJECTION

REVENUES

	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031
Member Contributions						
Fairfax	2,930,694	3,156,072	3,376,591	3,510,548	3,670,076	3,824,853
Ross	2,445,898	2,603,200	2,785,089	2,895,581	3,027,163	3,154,826
San Anselmo	5,097,973	5,409,152	5,787,097	6,016,685	6,290,098	6,555,368
Sleepy Hollow	1,609,993	1,708,265	1,827,623	1,900,130	1,986,476	2,070,251
Prior Authority Retiree Health	82,400	84,872	87,418	90,041	92,742	95,524
Prior Authority Retirement	1,713,109	1,838,441	1,940,985	2,283,493	2,397,668	2,517,551
Apparatus Replacement	387,925	399,563	411,549	423,896	436,613	449,711
Member Contributions Subtotal	14,267,993	15,199,565	16,216,352	17,120,374	17,900,835	18,668,084
% Change from prior year	4.0%	6.5%	6.7%	5.6%	4.6%	4.3%
Outside/Miscellaneous Revenue						
County of Marin	279,779	288,172	296,818	305,722	314,894	324,341
RVPA Reimbursement Medic	294,127	302,951	312,039	321,401	331,043	340,974
Interest, Rental, and Misc Income	27,500	20,000	20,000	15,000	15,000	15,000
RVPA EMS Training/Supply Reimb.	47,290	0	0	0	0	0
Plan Checking and Tech Fees	357,520	378,345	389,695	390,571	402,288	403,218
Station Maintenance Revenue	45,000	45,000	45,000	45,000	45,000	45,000
Grants and One Time Revenue	93,045	107,186	111,559	114,905	118,353	121,903
Outside Revenue Subtotal	1,144,260	1,141,654	1,175,111	1,192,599	1,226,577	1,250,435
TOTAL REVENUES	15,412,253	16,341,219	17,391,463	18,312,973	19,127,412	19,918,519
% Change in Revenues	3.3%	6.0%	6.4%	5.3%	4.4%	4.1%

EXPENSES

	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031
Personnel Costs						
Wages	6,927,269	7,423,807	8,001,987	8,280,205	8,567,193	8,824,619
Overtime	377,171	395,499	416,419	431,430	455,547	460,246
Pension - Normal Cost	1,252,796	1,326,119	1,419,038	1,455,746	1,499,418	1,544,400
Pension - Unfunded Liability	1,713,109	1,838,441	1,940,985	2,283,493	2,397,668	2,517,551
Health Benefits	1,264,805	1,350,549	1,442,212	1,540,204	1,669,967	1,808,722
OPEB - Retiree Health Care	605,337	623,497	642,202	661,468	706,312	752,501
Workers Compensation	630,845	675,004	722,255	772,812	851,909	936,543
Employee Benefits - Other	476,637	472,949	503,745	517,820	540,413	563,684
Personnel Costs Subtotal	13,247,969	14,105,865	15,088,842	15,943,178	16,688,427	17,408,268
% Change from prior year	3.7%	6.5%	7.0%	5.7%	4.7%	4.3%
Operations & Facilities						
Apparatus Replacement	387,925	399,563	411,549	423,896	436,613	449,711
Other Administration	456,532	470,228	484,335	498,865	513,831	529,246
Dispatch Contract	402,321	422,437	437,222	450,339	463,849	477,765
Other Operations	456,103	469,786	483,880	498,396	513,349	528,750
Building Maintenance	63,500	63,500	63,500	63,500	63,500	63,500
Utilities	142,246	146,513	150,909	155,436	160,099	164,902
Other Facilities	71,848	74,003	76,224	78,510	80,866	83,292
Community Risk Reduction	14,784	15,228	15,684	16,155	16,640	17,140
Fleet Maintenance	169,025	174,096	179,319	184,698	190,239	195,946
Operations & Facilities Subtotal	2,164,284	2,235,354	2,302,621	2,369,795	2,438,985	2,510,251
TOTAL EXPENSES	15,412,253	16,341,219	17,391,463	18,312,973	19,127,412	19,918,519
% Change in Expenses	3.5%	6.0%	6.4%	5.3%	4.4%	4.1%
NET SURPLUS/(DEFICIT)	0	0	0	0	0	0

ANNUAL PERCENTAGE CHANGES

	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031
Member Contributions						
Fairfax	7.4%	7.7%	7.0%	4.0%	4.5%	4.2%
Ross	-10.7%	6.4%	7.0%	4.0%	4.5%	4.2%
San Anselmo	7.4%	6.1%	7.0%	4.0%	4.5%	4.2%
Sleepy Hollow	7.4%	6.1%	7.0%	4.0%	4.5%	4.2%
Prior Authority Retiree Health	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Prior Authority Retirement	11.2%	7.3%	5.6%	17.6%	5.0%	5.0%
Apparatus Replacement	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Outside/Miscellaneous Revenue						
County of Marin	4.8%	3.0%	3.0%	3.0%	3.0%	3.0%
RVPA Reimbursement Medic	-7.4%	3.0%	3.0%	3.0%	3.0%	3.0%
Interest, Rental, and Misc Income	-47.3%	-27.3%	0.0%	-25.0%	0.0%	0.0%
RVPA EMS Training/Supply Reimb.	0.0%	-100.0%	-	-	-	-
Plan Checking and Tech Fees	-1.2%	5.8%	3.0%	0.2%	3.0%	0.2%
Station Maintenance Revenue	-25.0%	0.0%	0.0%	0.0%	0.0%	0.0%
TOTAL REVENUES	1.8%	6.0%	6.4%	5.3%	4.4%	4.1%
Personnel Expenses						
Wages	1.8%	7.2%	7.8%	3.5%	3.5%	3.0%
Overtime	2.0%	4.9%	5.3%	3.6%	5.6%	1.0%
Pension - Normal Cost	-2.9%	5.9%	7.0%	2.6%	3.0%	3.0%
Pension - Unfunded Liability	11.2%	7.3%	5.6%	17.6%	5.0%	5.0%
Health Benefits	16.6%	6.8%	6.8%	6.8%	8.4%	8.3%
OPEB - Retiree Health Care	-5.2%	3.0%	3.0%	3.0%	6.8%	6.5%
Workers Compensation	15.0%	7.0%	7.0%	7.0%	10.2%	9.9%

	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031
Employee Benefits - Other	-3.4%	-0.8%	6.5%	2.8%	4.4%	4.3%
Operations & Facilities						
Apparatus Replacement	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Other Administration	21.9%	3.0%	3.0%	3.0%	3.0%	3.0%
Dispatch Contract	7.2%	5.0%	3.5%	3.0%	3.0%	3.0%
Other Operations	1.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Building Maintenance	-19.1%	0.0%	0.0%	0.0%	0.0%	0.0%
Utilities	-15.6%	3.0%	3.0%	3.0%	3.0%	3.0%
Other Facilities	-0.9%	3.0%	3.0%	3.0%	3.0%	3.0%
Community Risk Reduction	2.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Fleet Maintenance	-20.1%	3.0%	3.0%	3.0%	3.0%	3.0%
TOTAL EXPENSES	3.5%	6.0%	6.4%	5.3%	4.4%	4.1%

ROSS VALLEY FIRE DEPARTMENT STAFF REPORT

For the meeting of January 14, 2026

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Draft RVFD Board Handbook & Formation of Onboarding Ad hoc Committee

RECOMMENDATION:

Staff recommends the Board receive a draft RVFD Board Handbook and approve the formation of a Board Member Onboarding Ad hoc Committee

BACKGROUND:

At the November 2025 RVFD Board meeting, Directors expressed interest in establishing a comprehensive Board Handbook for onboarding new Board members and serving as a resource to the Board. Many special districts and fire agencies maintain such handbooks to consolidate key governance information, including:

- Overview of the governance and fiscal structure of the organization
- Overview of the Ross Valley Fire Department
- Board roles and responsibilities
- Meeting procedures
- Legal compliance requirements
- Ethical standards and FPPC mandates
- Public records, Brown Act, and communication protocols
- Expectations for conduct and Board–staff interaction

A handbook also serves as an important onboarding resource for new Directors and helps ensure continuity as the Board composition changes over time.

To support this effort, staff recommends forming a Board Member Onboarding Ad hoc Committee to guide the development of the handbook, review draft sections, and provide input prior to Board consideration. To facilitate this process, staff has created a draft handbook for the Committee’s consideration, using examples from similar agencies.

FISCAL IMPACT:

There is no direct fiscal impact associated with creating a handbook and forming an ad hoc committee.

ATTACHMENTS:

Attachment 1 - Draft RVFD Board Handbook

Ross Valley Fire Department Board of Directors Policy and Procedure Manual *DRAFT*



ROSS VALLEY FIRE DEPARTMENT POLICIES and PROCEDURES BOARD OF DIRECTORS' MANUAL

SECTION I PURPOSE

To provide an overview of the Ross Valley Fire Department and its governance, and establish general guidelines for roles and responsibilities of the Board of Directors as a group and its members as individuals.

SECTION II REFERENCE MATERIALS

The following materials and resources were used in creating this handbook.

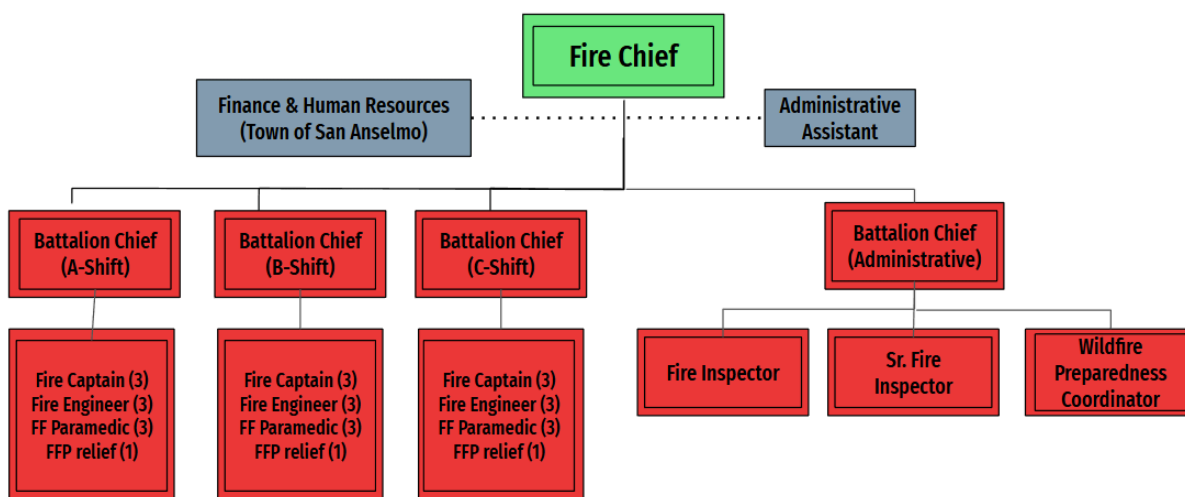
- [Joint Powers Agreement with Amendments](#)
- RVFD website www.rossvalleyfire.org
 - [Fire Board Meetings](#) - members, agendas, minutes, etc.
 - [Overview of fire stations, equipment, etc.](#)
 - [FY 2025-26 Budget](#)
 - [Financial Audit FY 2024-25](#)
 - [History of the Ross Valley Fire Department](#)
- Memorandums of Understanding & Contracts:
 - [Ross Valley Firefighters' Association I.A.F.F., Local 1775 2025-2028](#)
 - [Chief Officers MOU 2025-2028](#)
 - [Fire Chief Employment Agreement](#)
- Websites to JPA members
 - [Town of Ross](#)
 - [Town of San Anselmo](#)
 - [Town of Fairfax](#)
 - [Sleepy Hollow Fire Protection District](#)

SECTION III ROSS VALLEY FIRE DEPARTMENT OVERVIEW

Ross Valley Fire Department is a consolidated department, operating under a Joint Powers Agreement, with the mission of protecting lives, property and the environments of Ross, San Anselmo, Sleepy Hollow and Fairfax. There are three fire stations: Fire Station 19 - San Anselmo, which also serves as the Administrative Headquarters; Fire Station 20 - Sleepy Hollow; and Fire Station 21 - Fairfax. Fire Station 18 in Ross closed on July 1, 2025. The Town of Ross is currently served by Fire Station 19.

Below is an organization chart of the department:

RVFD Organizational Chart



In addition to the above staff members, there are 3 Captains, 3 Engineers and 4 Firefighter-Paramedics assigned to each shift, bringing the total number of FTEs to 39. The Wildfire Preparedness Coordinator is a five year fixed term position funded separately by the member agencies.

The Fire Chief is appointed by and serves at the pleasure of the Board. The Fire Chief is responsible for general operations of the Fire Department including budget, personnel, operations and emergency operations.

The Fire Inspectors are responsible for ensuring code enforcement and conducting mandated and routine fire inspections. They work closely with the Member Agencies' building and planning departments as well as with homeowners, contractors and the general public. The Senior Fire Inspector performs fire investigations.

The Town of San Anselmo provides fiscal and human resources services to the Department. The staff report and agreement can be found [here](#) and [here](#).

New Board Members are encouraged to meet with the Fire Chief for an overview of the Department and a tour of the stations.

SECTION IV ROSS VALLEY FIRE DEPARTMENT FUNDING & BUDGET

The RVFD operating budget is currently funded by member contributions from the four participating Joint Powers Authority members (Ross, San Anselmo, Sleepy Hollow and Fairfax)

based on the cost-sharing percentages as outlined in the Joint Powers Agreement. Below is a list of some of the elements of the cost-sharing structure, but this list is not exhaustive. The complete language can be found in the JPA and its Amendments.

- The cost-sharing formulas take into account the following:
 - Costs of pre-existing financial liabilities of the members s related to employee benefits
 - Sleepy Hollow’s unique legal structure as an autonomous Special District of the State of California
 - MERA Bond and fire engine lease payments
 - Capital Assets
- Fire Stations are owned by members and replacement or reconstruction costs are the separate responsibility of the owning member. Routine maintenance is the responsibility of the Authority.
- Closure of the Ross Fire Station on July 1, 2025 and subsequent revision of the cost-sharing formula

Below are links to the most current budget documents.

[2025-2026 Proposed Budget Staff Report](#)

[Revised FY 2025-26 Budget Report](#)

[FY 2025-26 Adopted Budget Summary](#)

[Five Year Budget Forecast](#)

SECTION IV ROSS VALLEY FIRE DEPARTMENT BOARD OVERVIEW

Below is a summary of the governance model and board overview.

A. Basis of Authority:

The basis of the authority is the Ross Valley Fire Service Joint Powers Authority that includes the Towns of Fairfax, Ross and Fairfax and the Sleepy Hollow Fire Protection District. Sleepy Hollow FPD was established in 1949 as an autonomous Special District of the State of California. It is a different type of entity than the Towns. Below is a timeline of the Authority:

- 1982 Authority was formed with Fairfax and San Anselmo
- 1983 Authority amended to include Sleepy Hollow
- 2012 Authority amended to include Ross
- 2014 Authority amended to establish a management committee
- 2022 Authority amended to provide for the closure of the Ross Fire Station

B. Governance:

The Authority created a Joint Powers Agreement, which is a written document that governs the Ross Valley Fire Department. The Agreement has been modified in 1982, 1983, 2012, 2014 and 2022 to reflect the changes made to the Authority. Please refer directly to the Agreement and Amendments for more information regarding a detailed list of the powers and duties of the Authority, votes that require unanimous decisions or multi-member majorities, and information on closed sessions. Currently there is not one consolidated document that incorporates all of the amendments. The original agreement and amendments can be found [here](#). RVFD is working on creating a consolidated document for approval and distribution to the Board.

The Board has operated on a governance model based upon reaching consensus. The Board shall consist of eight (8) voting members (each a "Board Member"), two (2) of whom shall be appointed by and serve at the pleasure of the Fairfax Town Council, two (2) of whom shall be appointed by and serve at the pleasure of the San Anselmo Town Council, two (2) of whom shall be appointed by and serve at the pleasure of the Board of Directors of the Sleepy Hollow Fire Protection District, and two (2) of whom shall be appointed by and serve at the pleasure of the Ross Town Council; provided, however, that each Board Member shall be an elected or appointed Town Council or governing body member of the Member by whom he or she is appointed.

Each Member shall also appoint an alternate to serve in a Director's place at any meeting of the Board. Any such alternate shall be an elected or appointed Town Council or governing body member of that Member.

C. Board Members

Current board members can be found [here](#). New officers for President and Vice-President are appointed in January of each year, serving a one-year term. The practice has been to alternate the presidency and vice presidency between member agencies, with the vice president to be appointed at the president the following year.

Year	President	Vice President
June 2025	Steve Burdo (San Anselmo)	Julie McMillan (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)

D. Executive Officer & Management Committee

The Board has an Executive Officer. The Executive Officer shall rotate among the Town Managers of Fairfax, San Anselmo, and Ross for two (2) year terms, or such other term as may be determined by the Board. The most recent Resolution can be found [here](#).

The Management Committee is comprised of the Town Managers of Fairfax, San Anselmo and Ross. The Executive Officer serves as the Chair. The Management Committee meets monthly with the Fire Chief to review the Board agenda and any other current issues.

E. Subcommittees

Currently there are no Board Subcommittees. The Board is considering creating a Board Member Onboarding Ad Hoc Committee.

F. Meetings

RVFD Board Meetings are held the second Wednesday of the month at 6:00 pm at the Town of San Anselmo Council Chambers and via Zoom. All regular and special meetings are conducted in accordance with the Ralph M. Brown Act. Meetings are recorded on Zoom and are made available after the meeting on the website.

Board materials, including the agenda, are posted to the website and emailed to Board Members generally the Friday before the Wednesday meeting. Materials must be posted to the website no later than the Sunday before the meeting (72 hours)

The presence of a majority of the Directors including at least one (1) Director representing each Member shall constitute a quorum for the transaction of Authority business. Less than a quorum may adjourn or continue meetings from time to time. The Board shall have a President to preside at and conduct all meetings and a Vice President who shall succeed the President and preside in absence of the President. Each Director or his or her alternate shall be entitled to one (1) vote. Any decision of the Board shall require a minimum of five (5) votes to be effective, subject to additional provisions as outlined in the JPA Agreement related to matters requiring a unanimous vote or a multi-member majority.

The Executive Officer and the Town Managers of Fairfax, Ross and San Anselmo are often in attendance. Occasionally RVFD's Counsel, currently David Lim, will attend a meeting, depending on the agenda item.

Below is a list of items that are on every agenda, :

- Chief's verbal report
- Consent Calendar:
 - Check register and budget report
 - Incident Report

- Approval of previous meeting minutes

Below is a list of items that the Board takes action on annually, but is by no means exhaustive.

Month (approximately)	Item
January	Appoint President and Vice President AB 2561 Vacancy Report & Public Hearing
February	Mid year budget revisions
March	Inspection Compliance Report
May	Proposed budget for next fiscal year
June	Approve budget
August	Publicly Available Pay Schedule
September	Receive annual audit Defensible Space Inspection Report

Every two years: Update the conflict of interest code, Appoint Executive Officer

Every three years: Update MOUs and non-union salaries. Current MOUs are approved through June 30, 2028.

G. Renumeration

Members of the Board of Directors shall be paid a stipend of \$100 per meeting attended. The Executive Officer is paid \$300 per meeting attended.

H. Expectations of the Board

- Understand how items are agendaized for meetings. See [Resolution 24-01](#)
- Attend meetings in person. If a Board Member is unable to attend, s/he should inform the Fire Chief or the Administrative Assistant and make arrangements for the alternate to attend, if possible.
- Review the materials in advance of the meeting. Information may be requested from staff before the meeting within guidelines of the Brown Act.
- Uphold laws and best practices related to ethics, conflicts of interest and maintaining confidential information
 - Be familiar with and uphold the Ralph M. Brown state law that applies to all public bodies in the State of California.
 - Understand and uphold rules and laws related to the [California Fair Political Practices Commission](#) and the RVFD's [Conflict of Interest Code](#)
 - Complete the annual Conflict of Interest Form 700 and participate in any other

- related training or education as required
- Maintain confidentiality when appropriate and expected. For example, a public servant cannot disclose confidential information acquired during the course of their official capacity for the purpose of private gain or interests.
- Develop a basic understanding of the unique operations of a Fire Department

SECTION V RECENT ACCOMPLISHMENTS AND CURRENT INITIATIVES

The RVFD has implemented several large-scale projects years in the making. These include:

- The closure of the Ross Fire Station on July 1, 2025
- The transition to a 3-person Engine
- Remodel of the Sleepy Hollow Fire Station (almost complete)

Future large projects include:

- Remodel of the Fairfax Fire Station