

Rancho Adobe Fire Protection District

11000 Main Street
P. O. Box 1029
Penngrove, California 94951

Telephone: (707) 795-6011
Fax: (707) 795-5177
www.rafd.org

**NOTICE & AGENDA OF THE REGULAR BOARD MEETING
APRIL 17, 2024 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

Assistance for the Disabled: If you are disabled in any way and need accommodation to participate in the meeting, please call Jennifer Bechtold, Board Clerk, at 707-795-6011 for assistance so the necessary arrangements can be made.

The Board meeting agenda and all supporting documents are available for public review at 11000 Main Street, Penngrove, CA 94951, 72 hours in advance of a scheduled board meeting. Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet, and not otherwise exempt from disclosure, will be made available for public inspection at the District Office at 11000 Main Street, Penngrove, during normal business hours, Tuesday through Friday, 9:00 a.m. – 5:00 p.m. Copies of supplemental materials distributed at the Board meeting will be available for public inspection at the meeting location.

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

To speak on any item under discussion by the Board on this agenda, you may do so upon receiving recognition from the Chair. Time limitations on public testimony may be imposed at the discretion of the Chair in conformity with Board Meeting Policy Provisions 5010.100-5010.103 and 5010.110.

II. ORAL AND WRITTEN COMMUNICATIONS

- A. Citizen Business/Public Comments on Items not appearing on Agenda — *Public is advised to limit discussion to one presentation per individual and observe the time limit of 4 minutes. Please state your name and address for the record before making your presentation. NOTE: Any item raised by a member of the public which does not appear on the agenda but which may require Board action shall be referred to District staff for investigation and disposition unless the item requires action to be taken by the Board at the meeting during which it was raised and constitutes an emergency, or the need to take such action arose after the posting of the agenda within the meaning of Government Code Section 54954.2(b).*
- B. Correspondence and/or Presentations

III. APPROVAL OF MINUTES

The Board of Directors will review, amend and approve prior months' Board meeting minutes.

- A. Regular Board Meeting of March 20, 2024

IV. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If the Board or the public desires discussion, that item will be removed from the Consent Calendar and will be considered separately.

- A. Ratification of Checks Issued

(Continued on next page)

NOTICE & AGENDA OF THE REGULAR BOARD MEETING
APRIL 17, 2024 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE
COTATI, CALIFORNIA

Page 2

V. ADMINISTRATIVE COMMUNICATIONS

An opportunity to report on individual activities related to District Business.

- A. Firefighter's Union Report
- B. Firefighters' Association Report
- C. Chief's Report
- D. Director Reports
- E. Committee Reports
 - a. Finance/Budget
 - b. Ad Hoc Capital Improvements
 - c. Ad Hoc Negotiations


VI. NEW BUSINESS

- A. Discussion and Possible Approval of Type 6 Chassis for 9132
The Board of Directors will review proposal for the purchase of a new chassis for 9132
- B. Discussion and Action on Moving Westamerica Bank Loan Funds to Capital Buildings/Facility Reserve Account
The Budget Committee will recommend to the Board of Directors moving the Westamerica loan funds in the amount of \$550,218.21 to the Capital Buildings/Facility reserve account

VII. DIRECTION ON FUTURE AGENDA ITEMS

VIII. ADJOURNMENT

Certificate of Posting of the Agenda: I declare under penalty of perjury under the laws of the State of California that I am employed by the Rancho Adobe Fire District and that I caused this agenda to be posted on the bulletin boards at Station 1 (Cotati), Station 2 (Penngrove), Station 3 (Liberty), Cotati City Hall and the Penngrove U.S. Post Office on April 10, 2024.



Jennifer Bechtold, Clerk of the Board



Rancho Adobe Fire Protection District

Board of Directors Meeting

April 17, 2024

TABLE OF CONTENTS

Item III. – Approval of Minutes	Page 1
Item IV. – Consent Calendar	Page 7
Item V. E.(a) – Budget Reports	Page 27
Item VI. A. Discussion on Purchase of Chassis for 9132	Page 45
Item VI. B. Discussion on Moving Westamerica Bank Funds	Page 51

APPROVAL OF MINUTES

Rancho Adobe Fire Protection District

11000 Main Street
P. O. Box 1029
Penngrove, California 94951

Telephone: (707) 795-6011
Fax: (707) 795-5177
www.rafd.org

DRAFT

**MINUTES OF THE REGULAR BOARD MEETING
MARCH 20, 2024 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

President Mark Hemmendinger, called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on March 15, 2024.

Directors Present: Mark Hemmendinger, Bob Moretti, Sage Howell, Ray Peterson, Bret Herman, Brian Proteau, Michael Gadoua

Minutes Conducted by: Jennifer Bechtold

The Pledge of Allegiance was said.

II. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no public comment.

B. Correspondence and/or Presentations

There was no correspondence.

III. APPROVAL OF MINUTES

A. Special Board Meeting of January 26, 2024

Motion moved by Mr. Herman to approve the minutes of January 26, 2024 and seconded by Mr. Peterson.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

B. Regular Meeting of February 21, 2024

Motion moved by Mr. Howell to approve the minutes of February 21, 2024 and seconded by Mr. Proteau.

Motion Carried: Aye 4 No 0 Abstain 3 (Mr. Herman, Mr. Moretti, Mr. Peterson) Absent 0

IV. CONSENT CALENDAR

A. Ratification of Checks Issued

Motion moved by Mr. Gadoua to approve the consent calendar and seconded by Mr. Herman.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. ADMINISTRATIVE COMMUNICATIONS

A. Firefighter's Union Report

Captain Gromala noted the Union is excited about Measure H passing and looking forward to negotiations. Mr. Peterson noted to celebrate the work the firefighters did with the notion that we'll hope the measure in November does not pass.

B. Firefighters' Association Report

No report filed.

C. Chief's Report

Chief Veliquette reported the following items:

- 1.) Updated agency photographs in the planning stage.
- 2.) Redcom adopted their budget, which is a bit higher this year, though Measure H will pay for ¾ of the costs next fiscal year.
- 3.) Met with two potential paramedic candidates.
- 4.) Budget preparation and scenarios.
- 5.) Property & liability and workers compensation insurance work for quotes with a new vendor. Large increases to our rates for next year. We have given SDRMA our intent to cancel should we decide to change vendors. Can withdraw this notice before the fiscal year begins.
- 6.) Calls for service- EMS 117, good intent 87, hazardous conditions 35, 8 fires, 25 service calls and 12 false alarms.
- 7.) Measure H – passed with 61.91% yes, no 38.09%. Sales tax collections begin October 1, 2024. Funds will be received quarterly (Jan, April, July/Aug, - arrears).
- 8.) Business Roundtable Measure - Still a threat for 2024. Request for CA supreme Court to take a look at the validity of the retroactive part. ACA-13 to require their measure to pass with 2/3rds vote.
- 9.) Measure H – establish an ad-hoc committee for facilities/infrastructure “master plan” (prioritize projects, work with finance committee to determine funding), begin funding fire prevention position, establish fire mechanic program, continued focus on paramedic positions, overlay Measure H funding into budget categories for FY 24/25.
- 10.) Fire Mechanic Program – provide in-house maintenance and repair for District apparatus, including annual inspections. May expand services to other agencies as availability allows. Lots of positives to the program, including the reduction of out of service time and significant cost recovery. Cost is \$90-103K salary (\$165-175K fully benefitted), will need a mobile repair vehicle (around \$85K if new) and enhanced tools cost of \$15-20K.
- 11.) Consolidation Next Steps – Chief to Chief exploratory meeting held in February, Union leadership meeting held in March, enhanced financial analysis with Measure H funds is pending. The Board leadership and Chiefs will be meeting sometime in March or April.

Chief Veliquette met with the SSU President and staff regarding their continuing issues with the false alarms. He feels they are disconnected from the reality of the partnerships they have in the community. False alarms for 2023 were noted in the meeting as adding over 319 calls which has cost the District \$139,000. The Chief is seeking steps the University can take to curb the false alarms that not only add cost to the District (without compensation) but also create potential liability with each

call. The President now lives in Cotati and Chief made a point to let him know that because of SSUs infrastructure issues, calls to the school take away our ability to respond to emergencies within the city. SSU is planning to invest around \$750K in alarm panels that would require two detectors to activate for notification which they believe will reduce the number of false calls. They hope to be complete with the modifications by the end of summer. Chief Veliquette will initiate sending a monthly report to the President with the number of alarms we responded to at the campus. The District can discuss at a future time what steps to take should the University not follow through.

Rancho Adobe will host the SCFDA meeting on April 18. Location and details TBD.

D. Director Reports

No report filed.

E. Committee Reports

a. Finance/Budget

The finance committee meeting will be held on March 27. Mr. Hemmendinger noted that he will now serve on the budget committee, as Mr. Proteau will rotate to the capital equipment committee.

Mr. Hemmendinger mentioned that have not reassigned the bank loan and Chief Veliquette replied the money is in our account and. We will discuss what to do with this money at the finance committee meeting.

VI. NEW BUSINESS

A. Discussion on Establishing Ad-Hoc Capital Improvements Committee

The ad-hoc committee will start by putting together a list and plan for facilities and what is needed. Mr. Proteau feels it is very important to get this committee up and running.

Board Committee members: Mr. Proteau (Chairman), Mr. Herman and Mr. Gadoua

The first meeting will be held Monday, April 8 at 7 a.m. at station 2. Mrs. Bechtold will send an invitation to all staff and Board members.

B. Discussion on Establishing Ad-Hoc Negotiations Committee

A committee will be established to begin wage and benefit discussions with the Union, Battalion Chiefs and Administrative Manager.

Board Committee Members: Mr. Hemmendinger, Mr. Peterson and Mr. Howell

The first meeting will be scheduled following the finance committee meeting.

C. Discussion and Possible Adoption of 2024 Strategic Plan

Chief Veliquette provided a brief overview of the Strategic Plan. Mr. Peterson mentioned that we show BC training and fire prevention as weaknesses, but these are not in the strategic plan as goals. Chief Veliquette replied that the committee decided we needed to focus on the high-level priorities instead of getting into the weeds on individual items. Mr. Peterson clarified that we need to focus on the prevention of injuries to bring down our workers' comp and overtime costs. Chief Veliquette said we can add accident and illness prevention to our goals. The Board

New Business Continued:

also requested a word change on page 14.

Motion moved by Mr. Howell to approve the 2024 Strategic Plan with noted amendments and seconded by Mr. Gadoua.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

D. Discussion and Approval to Remove Battalion Chief Andy Taylor as a Signer on the Summit State Bank Account and Add Battalion Chief Tim Caldwell as Signer

The Board reviewed the signer change and agreed to add Battalion Chief Tim Caldwell as a signer and remove retired Battalion Chief Andy Taylor.

Motion moved by Mr. Gadoua to approve the bank signer changes to Rancho Adobe and seconded by Mr. Herman.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

VII. DIRECTION ON FUTURE AGENDA ITEMS

- 9132 Chassis Purchase

VIII. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:26 p.m.

Motion moved by Mr. Howell and seconded by Mr. Herman.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Respectfully submitted,



Jennifer Bechtold, Board Clerk

CONSENT CALENDAR

Rancho Adobe Fire Protection District



11000 Main Street
P.O. Box 1029
Penngrove, California 94951

Phone: (707) 795-6011
Fax: (707) 795-5177
www.rafd.org

RATIFICATION OF WARRANTS AND PAYROLL FOR THE REGULAR MEETING OF APRIL 17, 2024

In accordance with Government Code Section 37208, ratification of the following warrant amounts are presented to the Fire District Board:

Regular Payable Checks:	\$ 35,264.03
Payroll Checks:	\$ 91,037.22
Total All Disbursements:	\$126,301.25

All individual warrants and warrant registers are available for review by the board members or the public upon request. Payroll registers are confidential and not available for individual review in accordance with State Law.

The necessary internal controls are in place to safeguard the District's in conformance with Generally Accepted Accounting Principles, sound business practices and prudent budgetary principles. Payroll documents and warrants invoices have been reviewed and approved by the appropriate Department Head, Fire Chief and Department Bookkeeper or Accountant before payment.

Jennil Bechtold

4-9-24

Clerk of the Board

Date

Rancho Adobe Fire Protection District

3:29 PM
03/27/24

Check Detail

Type	Num	Date	Name	Account	Paid Amount
ACH	ACH	03/27/2024	CaIPERS FISCAL SERVICES DIVISION	1035 · Summit State Bank - Operating	-34,782.86
			5923 · CalPERS		-34,782.86
ACH	ACH	03/27/2024	CaIPERS FISCAL SERVICES DIVISION	1035 · Summit State Bank - Operating	-45,391.45
			5923 · CalPERS		-45,391.45
ACH	ACH	03/27/2024	CaIPERS FISCAL SERVICES DIVISION	1035 · Summit State Bank - Operating	-2,209.49
			5923 · CalPERS		-2,209.49
ACH	ACH	03/27/2024	CaIPERS FISCAL SERVICES DIVISION	1035 · Summit State Bank - Operating	-1,005.92
			5923 · CalPERS		-1,005.92
ACH	ACH	03/27/2024	CALPERS SUPPLEMENTAL INCOME PLANS	1035 · Summit State Bank - Operating	-4,280.00
			5923 · CalPERS		-4,280.00
Bill Pmt -Check	6102	03/27/2024	RANCHO ADOBE PAID FIREFIGHTERS	1035 · Summit State Bank - Operating	-3,367.50
Bill	March 2024	03/27/2024	5910 · Full-Time Personnel		-3,367.50
TOTAL CHECKS ISSUED:					91,037.22

Authorized By:

Tom Vasquez
Print Name

Print Name

[Signature]
Sign

Sign

Herb Wankel
Print Name

Print Name

[Signature]
Sign

Sign

For Chief
Title

Title

Station Chief
Title

Title

Rancho Adobe Fire Protection District Check Detail

March 28, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	6103	03/28/2024	ANDY TAYLOR	1035 · Summit State Bank - Operating	
Bill	April-June 2024	03/28/2024		5936 · Retiree Insurance	-900.00 -900.00
Bill Pmt -Check	6104	03/28/2024	BAUER COMPRESSORS	1035 · Summit State Bank - Operating	
Bill	Inv#319223	03/28/2024		6165 · SCBA Maintenance	-302.10 -302.10
Bill Pmt -Check	6105	03/28/2024	BILL ADAMS	1035 · Summit State Bank - Operating	
Bill	April-June 2024	03/28/2024		5936 · Retiree Insurance	-900.00 -900.00
Bill Pmt -Check	6106	03/28/2024	CATHY DOOYES	1035 · Summit State Bank - Operating	
Bill	March 2024 Classes	03/28/2024		6596 · CQI Expense	-595.00 -595.00
Bill Pmt -Check	6107	03/28/2024	dmi NETWORKING	1035 · Summit State Bank - Operating	
Bill	Inv# 59712	03/28/2024		6889 · Computer Software and Equipment	-918.59 -918.59
Bill Pmt -Check	6108	03/28/2024	DUANE L. HARRIS	1035 · Summit State Bank - Operating	
Bill	April-June 2024	03/28/2024		5936 · Retiree Insurance	-900.00 -900.00

Rancho Adobe Fire Protection District
Check Detail
 March 28, 2024

3:38 PM
 03/28/24

Bill Pmt -Check	6109	EMERGENCY EQUIPMENT MANAGEMENT	1035 · Summit State Bank - Operating						
Bill	Inv# 65719	03/28/2024	6020 · Uniforms					-527.37	
Bill Pmt -Check	6110	FIRE SAFETY SUPPLY	1035 · Summit State Bank - Operating						
Bill	Mult Inv's	03/28/2024	6140 · Equipment Maintenance					-845.14	
Bill Pmt -Check	6111	GONE FOR GOOD	1035 · Summit State Bank - Operating						
Bill	Inv#RAFPO22024	03/28/2024	6461 · Operational Expense					-40.00	
Bill Pmt -Check	6112	IMAGE TREND	1035 · Summit State Bank - Operating						
Bill	Inv# PS-INV107147	03/28/2024	6889 · Computer Software and Equipment					-1,125.51	
Bill Pmt -Check	6113	IT HUB	1035 · Summit State Bank - Operating						
Bill	Inv#5780/5781	03/28/2024	6889 · Computer Software and Equipment					-10,577.60	
Bill Pmt -Check	6114	JIMMY BERNAL	1035 · Summit State Bank - Operating						
Bill	Reimburse Classes	03/28/2024	7120 · Training Expense					-925.00	

Rancho Adobe Fire Protection District
Check Detail
March 28, 2024

Bill Pmt -Check	6115	03/28/2024	KAISER (OCCUPATIONAL HEALTH)	1035 · Summit State Bank - Operating	
Bill	G#320901054043	03/28/2024		6650 · Health Services	-115.00
					-115.00
Bill Pmt -Check	6116	03/28/2024	KYOCERA DOCUMENT SOLUTIONS NOR	1035 · Summit State Bank - Operating	
Bill	Inv# 5029080824	03/28/2024		6820 · Rent/Lease Equipment	-190.61
					-190.61
Bill Pmt -Check	6117	03/28/2024	LARRY MARTINEZ	1035 · Summit State Bank - Operating	
Bill	April-June 2024	03/28/2024		5936 · Retiree Insurance	-900.00
					-900.00
Bill Pmt -Check	6118	03/28/2024	LIFE ASSIST	1035 · Summit State Bank - Operating	
Bill	Inv# 1417038	03/28/2024		6260 · Medical Supplies	-1,479.70
					-1,479.70
Bill Pmt -Check	6119	03/28/2024	LINDA M. SUVOY INVESTIGATIONS	1035 · Summit State Bank - Operating	
Bill	Backgrounds	03/28/2024		6605 · Hiring Expense	-2,800.00
					-2,800.00
Bill Pmt -Check	6120	03/28/2024	MIKE WEIHMAN	1035 · Summit State Bank - Operating	
Bill	April-June 2024	03/28/2024		5936 · Retiree Insurance	-900.00
					-900.00

Rancho Adobe Fire Protection District
Check Detail
 March 28, 2024

3:38 PM
 03/28/24

Bill Pmt -Check	6121	03/28/2024	NICK BARBIERI TRUCKING INC.	1035 · Summit State Bank - Operating	
Bill	Inv# 0125665	03/28/2024		7201 · Fuel	-1,875.72
Bill Pmt -Check	6122	03/28/2024	PENNGROVE SOCIAL FIREMEN	1035 · Summit State Bank - Operating	
Bill	Clubhouse Rental	03/28/2024		6461 · Operational Expense	-200.00
Bill Pmt -Check	6123	03/28/2024	PERMIT SONOMA ACCOUNTING	1035 · Summit State Bank - Operating	
Bill	Inv# 0349674	03/28/2024		6155 · Apparatus Maintenance	-894.27
Bill Pmt -Check	6124	03/28/2024	PETE ALBINI	1035 · Summit State Bank - Operating	
Bill	April-June 2024/PERS	03/28/2024		5910 · Full-Time Personnel	-4,574.64
				5936 · Retiree Insurance	-900.00
					-5,474.64
Bill Pmt -Check	6125	03/28/2024	SMOTHERS	1035 · Summit State Bank - Operating	
Bill	Inv#918525/919244	03/28/2024		6155 · Apparatus Maintenance	-698.35
Bill Pmt -Check	6126	03/28/2024	STANDARD INSURANCE COMPANY	1035 · Summit State Bank - Operating	
Bill	April 2024	03/28/2024		5931 · Disability Insurance	-783.00
					-783.00

Rancho Adobe Fire Protection District Check Detail March 28, 2024

Bill Pmt -Check	6127	03/28/2024	VISION SERVICE PLAN	1035 - Summit State Bank - Operating	
Bill	April 2024	03/28/2024	5934 - Vision Insurance		-396.43
					-396.43

TOTAL CHECKS ISSUED: 35,264.03

Authorized By:

Jeff Valiquette

Print Name

Brian Proteau

Print Name

Jan

Sign

Brian Proteau

Sign

File Clerk

Title

Director

Title

**Account Summary**


Billing Cycle		03/31/2024
Days In Billing Cycle		31
Previous Balance		\$12,680.88
Purchases	+	\$14,757.83
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$18.52-
Payments	-	\$12,680.88-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE **\$14,739.31**

Credit Summary

Total Credit Line	\$250,000.00
Available Credit Line	\$235,260.69
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

-  Call us at: (866) 777-9013
Lost or Stolen Card: (866) 839-3485
-  Go to www.umpquabank.com
-  Write us at PO BOX 35142 - LB1181, SEATTLE, WA 98124-5142

Payment Summary

NEW BALANCE	\$14,739.31
MINIMUM PAYMENT	\$14,739.31
PAYMENT DUE DATE	04/25/2024

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Corporate Activity

TOTAL CORPORATE ACTIVITY				\$12,680.88-
Trans Date	Post Date	Reference Number	Transaction Description	Amount
03/18	03/18	000000LBX2403185018018	PAYMENT - THANK YOU	\$12,680.88-

Cardholder Account Summary

VIRTUAL ACCT BECHTOLD ####-####-####-6806	Payments & Other Credits \$0.00	Purchases & Other Charges \$4,408.06	Cash Advances \$0.00	Total Activity \$4,408.06
---	---	--	--------------------------------	-------------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/01	03/01	PPLN01	24692164061107196516252	COMCAST CALIFORNIA 800-COMCAST CA	\$264.71
02/29	03/01	PPLN01	24492154061027736548446	MISSION LINEN 805-963-1841 CA	\$220.46
03/01	03/03	PPLN01	24071054062939144034027	SP147 PENNGROVE STATIO 707-2290555 CA	\$255.00
03/07	03/08	PPLN01	24755424067290671892889	PRIMO WATER FL 800-7285508 FL	\$3.99

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

UMPQUA BANK
 PO BOX 35142 - LB1181
 SEATTLE WA 98124-5142



Account Number
 ####-####-####-6068

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
03/31/24	\$14,739.31	\$14,739.31	04/25/24

\$ **14,739.31**

BL ACCT 00002716-10000000
 RANCHO ADOBE FIRE DIST
 PO BOX 1029
 PENNGROVE CA 94951

e-Statement



MAKE CHECK PAYABLE TO:

UMPQUA BANK COMMERCIAL CARD OPS
 PO BOX 35142 - LB1181
 SEATTLE WA 98124-5142

Cardholder Account Detail Continued					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/09	03/10	PPLN01	24755424069290695319610	PRIMO WATER FL 800-7285508 FL	\$51.44
03/11	03/11	PPLN01	24692164071105526898190	COMCAST CALIFORNIA 800-COMCAST CA	\$235.71
03/14	03/15	PPLN01	24492154075027755961730	MISSION LINEN 805-963-1841 CA	\$110.23
03/15	03/17	PPLN01	24692164075108836593804	VZWRLSS*APOCC VISB 800-922-0204 FL	\$442.26
03/20	03/21	PPLN01	24941664080206016570716	RECOLOGY SONOMA MARIN 415-875-1000 CA	\$118.07
03/20	03/21	PPLN01	24941664080206016588122	RECOLOGY SONOMA MARIN 415-875-1000 CA	\$270.20
03/20	03/21	PPLN01	24941664080206016588130	RECOLOGY SONOMA MARIN 415-875-1000 CA	\$576.78
03/20	03/21	PPLN01	24692164080102827672910	GOOGLE *YouTube TV g.co/helpapp# CA	\$102.98
03/23	03/24	PPLN01	24055234084812444052043	ATT* BILL PAYMENT 800-331-0500 TX	\$824.86
03/23	03/24	PPLN01	24755424083290833400688	PRIMO WATER FL 800-7285508 FL	\$51.44
03/28	03/28	PPLN01	24692164088109353575237	COMCAST CALIFORNIA 800-COMCAST CA	\$260.04
03/27	03/28	PPLN01	24492154088027774972739	MISSION LINEN 805-963-1841 CA	\$110.23
03/30	03/31	PPLN01	24692164090101112143049	COMCAST CALIFORNIA 800-COMCAST CA	\$264.71
03/30	03/31	PPLN01	24492154091027711662166	BAY ALARM COMPANY 925-808-4311 CA	\$244.95

Cardholder Account Summary					
JAMES DEURLOO ##### 6118		Payments & Other Credits \$0.00	Purchases & Other Charges \$655.24	Cash Advances \$0.00	Total Activity \$655.24

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/28	03/01	PPLN01	24055224060750036001391	LOMBARDI'S BBQ PETALUMA CA	\$106.18
02/29	03/03	PPLN01	24427334061710001487253	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$65.06
03/06	03/08	PPLN01	24427334067710001475823	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$51.21
03/12	03/14	PPLN01	24427334073710001498082	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$54.63
03/18	03/19	PPLN01	24801974078608830674887	FRIEDMANS HOME IMPROVEME PETALUMA CA	\$285.09
03/18	03/20	PPLN01	24427334079710001501194	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$47.23
03/24	03/26	PPLN01	24427334085710001342955	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$45.84

Cardholder Account Summary					
TIM CALDWELL ##### 2629		Payments & Other Credits \$0.00	Purchases & Other Charges \$326.57	Cash Advances \$0.00	Total Activity \$326.57

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/29	03/01	PPLN01	24034544060003279917114	76 - PETALUMA 88 INC PETALUMA CA	\$24.75
03/01	03/03	PPLN01	24692164061107462235520	AMZN Mktp US*RZ2O69VK2 Amzn.com/bill WA	\$17.51
03/06	03/07	PPLN01	24034544066000654018355	76 - PETALUMA 88 INC PETALUMA CA	\$42.00
03/05	03/07	PPLN01	24269794066500666791714	FRIZELLE ENOS FEEDS - PENNGROVE CA	\$27.67
03/12	03/13	PPLN01	24034544072001390003950	76 - ROCKET 5426 5426 COTATI CA	\$65.97
03/17	03/17	PPLN01	24692164077100361515938	CHEVRON 0212047 COTATI CA	\$75.67
03/23	03/24	PPLN01	24034544083002764853084	76 - PETALUMA 88 INC PETALUMA CA	\$73.00

Cardholder Account Summary					
MORGAN DEJONG ##### 0982		Payments & Other Credits \$0.00	Purchases & Other Charges \$16.40	Cash Advances \$0.00	Total Activity \$16.40

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/25	03/26	PPLN01	24692164085107384534747	LOWES #01901* COTATI CA	\$16.40

Cardholder Account Summary

ERIC GROMALA #### #### #### 1484	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,401.87	Cash Advances \$0.00	Total Activity \$1,401.87
--	---	--	--------------------------------	-------------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/01	03/03	PPLN01	24692164061107511248136	COSTCO *BUS DELIV 823 510-259-6600 CA	\$537.06
03/01	03/03	PPLN01	24692164061107511248516	COSTCO *BUS DELIV 823 510-259-6600 CA	\$454.24
03/01	03/03	PPLN01	24692164061107511248615	COSTCO *BUS DELIV 823 510-259-6600 CA	\$276.26
03/17	03/18	PPLN01	24034544077002030591581	76 - ROCKET 5426 5426 COTATI CA	\$29.55
03/19	03/20	PPLN01	24492154079717937393861	RANEY'S LLC 352-789-6701 FL	\$46.20
03/20	03/21	PPLN01	24717054080270802604754	BAILEYS INC 530-6614730 CA	\$58.56

Cardholder Account Summary

HERB WANDEL #### #### #### 4009	Payments & Other Credits \$0.00	Purchases & Other Charges \$3,878.82	Cash Advances \$0.00	Total Activity \$3,878.82
---	---	--	--------------------------------	-------------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/04	03/04	PPLN01	24692164064109806273461	CHEVRON 0212047 COTATI CA	\$70.92
03/16	03/17	PPLN01	24692164076100009200845	CHEVRON 0212047 COTATI CA	\$108.63
03/23	03/24	PPLN01	24692164083105260876119	PETERSON TRUCKS SR 707-576-1616 CA	\$3,617.11
03/26	03/27	PPLN01	24692164086108350511189	CHEVRON 0212047 COTATI CA	\$82.16

Cardholder Account Summary

JEFF VELIQUETTE #### #### #### 8935	Payments & Other Credits \$0.00	Purchases & Other Charges \$298.21	Cash Advances \$0.00	Total Activity \$298.21
---	---	--	--------------------------------	-----------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/29	03/03	PPLN01	24426294061017022289552	New York Bagel ROHNERT PARK CA	\$22.20
03/07	03/10	PPLN01	24316054068548646028699	SHELL OIL 57444218606 ROHNERT PARK CA	\$109.73
03/08	03/10	PPLN01	24435244068027017713562	JAVAMORE CAFE PENNGROVE CA	\$13.89
03/20	03/22	PPLN01	24316054081548491601015	SHELL OIL 57444218606 ROHNERT PARK CA	\$152.39

Cardholder Account Summary

JIMMY BERNAL #### #### #### 9391	Payments & Other Credits \$0.00	Purchases & Other Charges \$132.24	Cash Advances \$0.00	Total Activity \$132.24
--	---	--	--------------------------------	-----------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/08	03/10	PPLN01	24692164068103742204702	CHEVRON 0098548 PETALUMA CA	\$27.14
03/08	03/10	PPLN01	24692164068103604738680	AMZN Mktp US*RN2DZ3LP1 Amzn.com/bill WA	\$105.10

Cardholder Account Summary

MICHAEL PORTER #### #### #### 2447	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,435.46	Cash Advances \$0.00	Total Activity \$1,435.46
--	---	--	--------------------------------	-------------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/08	03/10	PPLN01	24801974068726207689387	AED SUPERSTORE 800-544-0048 WI	\$1,435.46

Cardholder Account Summary				
JENNIFER BECHTOLD ##### 5900	Payments & Other Credits \$18.52-	Purchases & Other Charges \$1,161.05	Cash Advances \$0.00	Total Activity \$1,142.53

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/29	03/01		74431064060083001502494	CREDIT VOUCHER AMZN MKTP US SEATTLE WA	\$18.52-
03/01	03/03	PPLN01	24275394061900010975573	HIRE IMAGE 952-9419040 MN	\$199.00
03/04	03/05	PPLN01	24431064064083338913605	AMAZON.COM*RZ8BROXL1 SEATTLE WA	\$14.62
03/07	03/08	PPLN01	24692164067102498811760	AMZN MktP US*R66AI5FD0 Amzn.com/bill WA	\$58.64
03/08	03/10	PPLN01	24034544068000948492901	76 - ROCKET 5426 5426 COTATI CA	\$133.61
03/15	03/17	PPLN01	24755424076640763111102	CA DIR DOSH 800-4874567 CA	\$225.00
03/15	03/17	PPLN01	24755424076640763111748	OPC CA DIR DOSH FE 800-3525002 AL	\$5.18
03/19	03/20	PPLN01	24692164079102550691262	IN *AMERIPRINTS LIVE SCAN 707-5889866 CA	\$25.00
03/28	03/31	PPLN01	24037244089900017019726	SALLY TOMATOES 877-8144102 CA	\$500.00

Cardholder Account Summary				
KYLE HEARD ##### 6521	Payments & Other Credits \$0.00	Purchases & Other Charges \$624.00	Cash Advances \$0.00	Total Activity \$624.00

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/28	03/29	PPLN01	24692164088109927860529	SQ *PRECISION TRAINING GR Rancho Cucamo CA	\$312.00
03/28	03/29	PPLN01	24692164088109935234261	SQ *PRECISION TRAINING GR Rancho Cucamo CA	\$312.00

Cardholder Account Summary				
RENE TORRES ##### 4930	Payments & Other Credits \$0.00	Purchases & Other Charges \$419.91	Cash Advances \$0.00	Total Activity \$419.91

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/25	03/26	PPLN01	24275394085900015481330	SONETICS CORPORATION 503-6847080 OR	\$419.91

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PPLN01 001	PURCHASE	E	\$0.00	0.06008%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$14,739.31
Cash									
CPLN01 001	CASH	A	\$0.00	0.06554%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 31		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

ADMINISTRATIVE COMMUNICATIONS

BUDGET REPORTS

Rancho Adobe Fire Protection District

11000 Main Street
P. O. Box 1029
Penngrove, California 94951

Telephone: (707) 795-6011
Fax: (707) 795-5177
www.rafd.org

**MINUTES OF THE FINANCE COMMITTEE MEETING
MARCH 27, 2024 — 9:00 A.M.
PENNGROVE FIRE STATION - 11000 MAIN STREET
PENNGROVE, CALIFORNIA**

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Committee Chairman, Mark Hemmendinger, called the Finance Meeting to order at 9:01 a.m. The agenda for this meeting was posted on March 22, 2024.

Directors Present: Mark Hemmendinger, Bob Moretti, Ray Peterson (arrived at 9:09 a.m.)

Staff Present: Chief Veliquette, Herb Wandel, Tim Caldwell, Jennifer Bechtold

Minutes Conducted by: Jennifer Bechtold

II. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no public comment or citizen business.

III. FINANCIAL OFFICERS REPORT

A. Discussion and Recommendation of Westamerica Bank Loan Proceeds

The budget committee will recommend to the Board of Directors that the Westamerica Bank loan funds be moved into the Capital Facilities Reserve account.

B. Discussion on CalPERS Unfunded Liability Payment in July 2024

In July 2024, the UAL payment will be \$100K. Mr. Hemmendinger suggested we consider doubling this payment by using \$200K of \$300K we currently have in UAL reserves. This would reduce the amount we will be paying in interest. The committee agreed to bring this discussion forward to the Board at the July meeting.

C. Discussion on Overview of Cash Fund Balances

The committee reviewed the current cash balances and reserves in our accounts. There were no questions or comments.

D. Discussion on Overview of FY 24/25 Projected Budget

The committee studied the FY 24/25 projected budget with funds with and without Measure H revenue. Discussion ensued on how best to budget as we move forward, with the known threat of the Business Roundtable measure in November.

E. Discussion on YTD Revenues and Expenditures

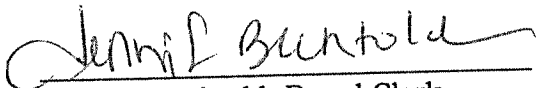
The committee reviewed our year-to-date budget. There were no questions or comments.

III. ADJOURNMENT

With no further business to discuss, the finance committee meeting was adjourned at 11:00 a.m.

Motion moved by Mr. Hemmendinger and seconded by Mr. Moretti.

Respectfully submitted,



Jennifer Bechtold, Board Clerk

RANCHO ADOBE FIRE PROTECTION DISTRICT
YEAR TO DATE BUDGET REPORT
March 31, 2024

REVENUES - OPERATING BUDGET

SUB-OBJ.	DESCRIPTION	BUDGETED FOR FY '23 - 24'	MARCH REVENUES	FY REVENUE TO 3/31/24	BALANCE REMAINING	BALANCE REMAINING (%)
1000	Property Taxes	\$ 4,481,020.00	\$ -	\$ 2,409,640.23	\$ 2,071,379.77	46.23%
1001	CY Direct Charges	\$ 2,244,710.00	\$ -	\$ 1,260,651.20	\$ 984,058.80	43.84%
1007	CY Direct Charges-July	\$ -	\$ -	\$ -	\$ -	
1008	RDA Increment - Credited amount of ad valorem taxes to Petaluma and Cotati redevelopment districts	\$ 170,500.00	\$ -	\$ (402,176.04)	\$ 572,676.04	335.88%
1011	Property Tax Administration Fee	\$ (40,000.00)	\$ -	\$ -	\$ (40,000.00)	100.00%
1014	RDA Increment	\$ -	\$ -	\$ 2,828.93	\$ (2,828.93)	
1015	RDA Pass-Through	\$ -	\$ -	\$ 269,205.17	\$ (269,205.17)	
1016	RDA Allocation	\$ -	\$ -	\$ 34,989.50	\$ (34,989.50)	
1017	Residual Property Tax (RDA Escrow Acct)	\$ -	\$ -	\$ 250,738.31	\$ (250,738.31)	
1018	Property Tax - RDA Asset Distribution	\$ -	\$ -	\$ -	\$ -	
1020	CY Supplemental Tax	\$ 111,000.00	\$ -	\$ 37,716.57	\$ 73,283.43	66.02%
1040	Unsecured Property Taxes	\$ 133,900.00	\$ -	\$ 138,938.62	\$ (5,038.62)	-3.76%
1042	Cost Reimbursement - Collect	\$ -	\$ -	\$ -	\$ -	
1044	Unsecured Property Taxes - July	\$ -	\$ -	\$ -	\$ -	
1060	Property Taxes - PY Secured	\$ -	\$ -	\$ -	\$ -	
1061	PY Direct Charges	\$ 21,000.00	\$ -	\$ 18,875.07	\$ 2,124.93	10.12%
1080	Property Taxes	\$ -	\$ -	\$ -	\$ -	
1100	Property Taxes - PY Unsecured	\$ -	\$ -	\$ -	\$ -	
1120	Property Tax Receivable	\$ -	\$ -	\$ -	\$ -	
	TOTAL PROPERTY TAXES	\$ 7,122,130.00	\$ -	\$ 4,021,407.56	\$ 3,100,722.44	43.54%
1700	Interest on Pooled Cash	\$ 85,000.00	\$ 13,584.14	\$ 81,959.51	\$ 3,040.49	3.58%
1701	Interest Earned (on early payments of Prop. Taxes)	\$ -	\$ -	\$ -	\$ -	
	TOTAL USE OF PROPERTY	\$ 85,000.00	\$ 13,584.14	\$ 81,959.51	\$ 3,040.49	3.58%
2081	State - Highway Rentals	\$ -	\$ -	\$ -	\$ -	
2404	State Reimbursements	\$ -	\$ -	\$ 82.36	\$ (82.36)	
2440	HOPTR	\$ 22,660.00	\$ -	\$ 3,063.02	\$ 19,596.98	86.48%
2500	State - Other (Grant Revenue)	\$ -	\$ -	\$ -	\$ -	
2589	State Refunds - Strike Teams	\$ 350,000.00	\$ -	\$ 206,021.70	\$ 143,978.30	41.14%
	TOTAL INTERGOV. REVENUES	\$ 372,660.00	\$ -	\$ 209,167.08	\$ 163,492.92	43.87%
3600	Misc. charges for Services - Fire Marshal Services	\$ 32,000.00	\$ 9,811.00	\$ 20,684.00	\$ 11,316.00	35.36%
3601	Finance Charges/Late Fees	\$ 4,000.00	\$ 18.12	\$ 249.03	\$ 3,750.97	93.77%
3641	Fire Services - Casino Contract	\$ 130,048.00	\$ -	\$ 110,036.00	\$ 20,012.00	15.39%
3661	Fire Control Services - Cost Recovery	\$ 20,000.00	\$ 2,985.81	\$ 17,572.60	\$ 2,427.40	12.14%
3670	Weed Abatement	\$ 60,000.00	\$ -	\$ 35,955.00	\$ 24,045.00	40.08%
3682	City Contracts (RP Auto Aid)	\$ 42,600.00	\$ -	\$ 21,786.69	\$ 20,813.31	48.86%
3700	Copy file fee	\$ 500.00	\$ -	\$ 115.00	\$ 385.00	77.00%
3980	Revenue Applicable to PY	\$ -	\$ -	\$ -	\$ -	
	TOTAL CHARGES FOR SERVICES	\$ 289,148.00	\$ 12,814.93	\$ 206,398.32	\$ 82,749.68	28.62%
4000	Unspent Funds from Previous Fiscal Year	\$ -	\$ -	\$ -	\$ -	0.00%
4010	Transfer to/from Reserves	\$ -	\$ -	\$ -	\$ -	0.00%
4040	Misc. Revenue	\$ 10,000.00	\$ 550,218.21	\$ 626,919.75	\$ (616,919.75)	-6169.20%
4100	Workers' compensation reimbursement	\$ 42,300.00	\$ 25,812.52	\$ 112,841.18	\$ (70,541.18)	-166.76%
4102	Donations or reimbursements	\$ -	\$ -	\$ -	\$ -	
4109	Refunded Checks, outdated warrants	\$ -	\$ -	\$ -	\$ -	
4600	Sale of Fixed Assets (Surplus)	\$ 50,000.00	\$ -	\$ -	\$ -	0.00%
	TOTAL MISC. REVENUES	\$ 102,300.00	\$ 576,030.73	\$ 739,760.93	\$ (637,460.93)	-623.13%
	REVENUE TOTAL:	\$ 7,971,238.00	\$ 602,429.80	\$ 5,258,693.40	\$ 2,712,544.60	34.03%

**RANCHO ADOBE FIRE PROTECTION DISTRICT
YEAR TO DATE BUDGET REPORT**

EXPENDITURES - OPERATING BUDGET

SUB-OBJ.		BUDGETED FOR FY '23 - 24'	MARCH EXPENSE	FY EXPENSE TO 3/31/24	BALANCE REMAINING	BALANCE REMAINING (%)
5910	Perm. Positions	\$ 3,328,828.00	\$ 240,266.64	\$ 2,405,633.95	\$ 923,194.05	27.73%
5911	Extra help: part time employees, non-benefited. Paid hourly	\$ 306,000.00	\$ 26,444.91	\$ 154,297.91	\$ 151,702.09	49.58%
5912	Overtime	\$ 757,422.00	\$ 59,755.19	\$ 634,858.62	\$ 122,563.38	16.18%
5913	BC Extra Shift Compensation	\$ 110,000.00	\$ -	\$ 84,270.46	\$ 25,729.54	23.39%
5914	FLSA	\$ 83,000.00	\$ 6,140.36	\$ 62,032.84	\$ 20,967.16	25.26%
5922	FICA	\$ 8,100.00	\$ 67.05	\$ 4,284.92	\$ 3,815.08	47.10%
5923	PERS contributions, Employee + Employer paid contributions	\$ 700,000.00	\$ 51,455.34	\$ 471,329.31	\$ 228,670.69	32.67%
5924	Medicare	\$ 60,000.00	\$ 4,419.57	\$ 45,977.49	\$ 14,022.51	23.37%
5930	Health Insurance	\$ 601,198.00	\$ 27,382.00	\$ 460,905.50	\$ 140,292.50	23.34%
5931	Disability Insurance	\$ 11,000.00	\$ 783.00	\$ 8,265.00	\$ 2,735.00	24.86%
5932	Dental Insurance	\$ 35,000.00	\$ 2,538.20	\$ 25,925.90	\$ 9,074.10	25.93%
5933	Life Insurance	\$ 5,000.00	\$ 300.82	\$ 3,413.15	\$ 1,586.85	31.74%
5934	Vision Insurance	\$ 5,000.00	\$ 382.76	\$ 3,909.62	\$ 1,090.38	21.81%
5935	Unemployment Insurance	\$ 5,000.00	\$ 292.62	\$ 4,196.56	\$ 803.44	16.07%
5936	Retiree Health Insurance	\$ 22,500.00	\$ 5,400.00	\$ 19,200.00	\$ 3,300.00	14.67%
5940	Workers' Compensation	\$ 247,000.00	\$ -	\$ 253,828.58	\$ (6,828.58)	-2.76%
	TOTAL WAGES/BENEFITS:	\$ 6,285,048.00	\$ 425,628.46	\$ 4,642,329.81	\$ 1,642,718.19	26.14%
6020	Uniforms including paid and volunteers staff pants, shirts, station boots, badges, collar pins, name tags and business cards	\$ 28,500.00	\$ 588.69	\$ 15,428.43	\$ 13,071.57	45.87%
6022	Safety Clothing: turnouts, including boots	\$ 70,000.00	\$ 17,185.48	\$ 26,511.57	\$ 43,488.43	62.13%
6040	Communications including telephone, cable, internet, cell phones	\$ 26,000.00	\$ 1,547.51	\$ 15,740.48	\$ 10,259.52	39.46%
6045	Pagers and Radios	\$ 6,850.00	\$ 782.72	\$ 3,491.97	\$ 3,358.03	49.02%
6060	Food - at extended responses, approved meetings, examinations and trainings.	\$ 6,000.00	\$ 766.35	\$ (299.20)	\$ 6,299.20	104.99%
6080	Household expenses - Fishman Supply; detergent, towels etc.	\$ 15,000.00	\$ 232.32	\$ 7,490.53	\$ 7,509.47	50.06%
6100	Liability Insurance	\$ 253,441.00	\$ -	\$ 253,999.86	\$ (558.86)	-0.22%
6140	Equipment Maintenance: Office equipment and tool repair	\$ 12,000.00	\$ 903.25	\$ 6,776.77	\$ 5,223.23	43.53%
6155	Apparatus Maintenance	\$ 60,000.00	\$ 2,313.13	\$ 32,357.63	\$ 27,642.37	46.07%
6165	SCBA Maintenance	\$ 5,000.00	\$ 302.10	\$ 4,908.82	\$ 91.18	1.82%
6180	Building Maintenance - routine facility & grounds maintenance including repairs to maintain buildings and grounds. New projects ie. Construction to be considered for possible fixed asset expense 8510	\$ 33,000.00	\$ 814.32	\$ 26,758.50	\$ 6,241.50	18.91%
6181	Station Maint related to remodel	\$ 6,000.00	\$ -	\$ 11,503.90	\$ (5,503.90)	-91.73%
6260	Medical / Lab supply - O2, latex gloves, etc.	\$ 20,000.00	\$ 2,315.00	\$ 10,218.19	\$ 9,781.81	48.91%
6261	ALS Medical Expense	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	100.00%
6280	Memberships and Professional Assoc. Fees: FDAC, SCFDA, SCFCA, CCAI, Costco, Cotati Chamber of Commerce.	\$ 17,500.00	\$ -	\$ 11,131.72	\$ 6,368.28	36.39%
6400	Office Supplies: regular supplies such as paper, printer cartridges etc.	\$ 3,200.00	\$ 461.87	\$ 1,830.52	\$ 1,369.48	42.80%
6401	Office Expense - Inventory such as desktop/laptop computer purchases, printers, etc.	\$ 7,000.00	\$ 4,858.30	\$ 6,690.89	\$ 309.11	4.42%
6410	Postage and shipping	\$ 2,000.00	\$ 122.40	\$ 1,160.61	\$ 839.39	41.97%
6430	Printing Services	\$ 1,000.00	\$ -	\$ 100.87	\$ 899.13	89.91%
6461	Operational Expenses	\$ 8,000.00	\$ 240.00	\$ 26,486.99	\$ (18,486.99)	-231.09%
6463	FPO Expenses - public education materials	\$ 4,000.00	\$ -	\$ 1,635.58	\$ 2,364.42	59.11%
6500	Prof/Special Services - Payroll Fees	\$ 5,000.00	\$ 368.00	\$ 3,196.75	\$ 1,803.25	36.07%
6526	Dispatch Services - REDCOM	\$ 30,000.00	\$ -	\$ 18,333.52	\$ 11,666.48	38.89%
6587	LAFCO	\$ 7,000.00	\$ -	\$ 6,961.00	\$ 39.00	0.56%
6590	Contracted FM Services	\$ 20,000.00	\$ 2,625.00	\$ 14,962.50	\$ 5,037.50	25.19%
6596	CQI Expense	\$ 10,000.00	\$ 595.00	\$ 2,210.00	\$ 7,790.00	77.90%
6605	Hiring Expenses	\$ 18,216.00	\$ 2,849.00	\$ 8,321.00	\$ 9,895.00	54.32%
6610	Legal Services	\$ 20,000.00	\$ -	\$ 39,384.50	\$ (19,384.50)	-96.92%
6630	Annual Audit	\$ 9,000.00	\$ -	\$ 8,445.00	\$ 555.00	6.17%
6635	Bank and Credit Card Fees	\$ 350.00	\$ 14.02	\$ 521.50	\$ (171.50)	-49.00%
6650	Health Services	\$ 6,000.00	\$ 115.00	\$ 5,570.00	\$ 430.00	7.17%
6654	Wellness Program	\$ 7,000.00	\$ -	\$ 1,250.00	\$ 5,750.00	82.14%
6800	Public Legal Notices - publishing fees (ordinances, budget/Prop IV limit, elections, etc.)	\$ 1,200.00	\$ -	\$ 1,514.00	\$ (314.00)	-26.17%
6820	Rent / Lease Equipment	\$ 7,500.00	\$ 445.61	\$ 4,007.95	\$ 3,492.05	46.56%

**RANCHO ADOBE FIRE PROTECTION DISTRICT
YEAR TO DATE BUDGET REPORT**

SUB-OBJ.	DESCRIPTION	BUDGETED FOR FY '23 - 24'	MARCH EXPENSE	FY EXPENSE TO 3/31/24	BALANCE REMAINING	BALANCE REMAINING (%)
6823	Rental hydrants/Water - hydrant use within Sonoma County Water Agency jurisdiction	\$ 700.00	\$ -	\$ -	\$ 700.00	100.00%
6880	Small tools: maintenance tools, hardware etc.	\$ 3,000.00	\$ -	\$ 2,789.97	\$ 210.03	7.00%
6881	Safety Equipment: SCBA's, hose, nozzles etc.	\$ 30,000.00	\$ 683.31	\$ 17,329.00	\$ 12,671.00	42.24%
6889	Computer Software	\$ 49,215.00	\$ 11,187.72	\$ 65,057.61	\$ (15,842.61)	-32.19%
7000	Any Board related expense not otherwise accounted for (I.e., Special District Dinners)	\$ 600.00	\$ -	\$ 275.00	\$ 325.00	54.17%
7005	Election Expense - as determined by the County Elections Office	\$ -	\$ -	\$ -	\$ -	0.00%
7120	In-Service Training - required and continuing education for all personnel and Directors	\$ 42,000.00	\$ 2,419.67	\$ 20,264.97	\$ 21,735.03	51.75%
7201	Gas and Oil	\$ 70,000.00	\$ 3,282.57	\$ 40,628.62	\$ 29,371.38	41.96%
7300	Transportation and Travel to training out of County, use of personal vehicle for District errands.	\$ 6,800.00	\$ 303.92	\$ (4,784.47)	\$ 11,584.47	170.36%
7320	Utilities - PG&E, garbage, water, sewage	\$ 63,000.00	\$ 4,522.44	\$ 45,518.01	\$ 17,481.99	27.75%
	TOTAL SUPPLIES AND SERVICES:	\$ 1,006,072.00	\$ 62,844.70	\$ 765,681.06	\$ 240,390.94	23.89%
7910	Long Term Loan - Princ.	\$ 57,508.31	\$ -	\$ 42,953.41	\$ 14,554.90	25.31%
7930	Long Term Loan - Interest	\$ 6,208.49	\$ -	\$ 4,834.19	\$ 1,374.30	22.14%
7940	Pension Obligation Bond - Principal	\$ 255,000.00	\$ -	\$ 255,000.00	\$ -	0.00%
7945	Pension Obligation Bond - Interest	\$ 129,660.50	\$ -	\$ 129,402.97	\$ 257.53	0.20%
	TOTAL LONG TERM DEBT:	\$ 448,377.30	\$ -	\$ 432,190.57	\$ 16,186.73	3.61%
8510	Buildings Improvements	\$ -	\$ -	\$ -	\$ -	#DIV/0!
8511	New Capital Equipment	\$ -	\$ -	\$ -	\$ -	#DIV/0!
8540	Durable Medical Equipment	\$ -	\$ -	\$ -	\$ -	#DIV/0!
8560	New Equipment - Apparatus	\$ -	\$ -	\$ -	\$ -	#DIV/0!
8561	Equipment New - Office	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	TOTAL EQUIPMENT:	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Recap Report	BUDGETED FOR FY '23 - 24'	MARCH TOTAL	FY TO 3/31/24	BALANCE REMAINING	BALANCE REMAINING (%)
OPERATING REVENUES	\$ 7,971,238.00	\$ 602,429.80	\$ 5,258,693.40	\$ 2,712,544.60	34.03%
OPERATING EXPENDITURES					
Wages/Benefits	\$ 6,285,048.00	\$ 425,628.46	\$ 4,642,329.81	\$ 1,642,718.19	26.14%
Supplies and Services	\$ 1,006,072.00	\$ 62,844.70	\$ 765,681.06	\$ 240,390.94	23.89%
Long Term Debt	\$ 448,377.30	\$ -	\$ 432,190.57	\$ 16,186.73	3.61%
Equipment	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Totals	\$ 7,739,497.30	\$ 488,473.16	\$ 5,840,201.44	\$ 1,899,295.86	24.54%
Revenues Less Expenditures			\$ (581,508.04)		

RANCHO ADOBE FIRE PROTECTION DISTRICT
 YEAR TO DATE BUDGET REPORT

CAPITAL IMPROVEMENTS BUDGET

SUB-OBJ.		BUDGETED FOR FY '23 - 24'	MARCH EXPENSE	FY EXPENSE TO 3/31/24	BALANCE REMAINING	BALANCE REMAINING (%)
9510	Buildings Improvements	\$ 992,511.62	0.00	\$ 992,511.62	\$ -	0.00%
9511	New Capital Equipment	\$ -	0.00	\$ -	\$ -	#DIV/0!
9540	Durable Medical Equipment	\$ -	0.00	\$ -	\$ -	#DIV/0!
9560	New Equipment - Apparatus	\$ -	0.00	\$ -	\$ -	#DIV/0!
9561	Equipment New - Office	\$ -	0.00	\$ -	\$ -	#DIV/0!
	TOTAL EQUIPMENT:	\$ 992,511.62	\$ -	\$ 992,511.62	\$ -	0.00%

CURRENT ASSETS	
Summit State Bank Operating Account:	\$ 129,503.91
Summit State Bank ICS Account:	\$ 1,036,142.59
Summit State Bank Payroll Account:	\$ 5,186.91
CDARS:	\$ 2,779,980.25
Petty Cash:	\$ 200.00
Total:	\$ 3,951,013.66
Remaining Operating Fund:	\$ 2,662,310.86
Designated Capital Reserve Accounts:	\$ 1,288,702.80
321 Future Liabilities - PERS UAL:	\$ 300,000.00
331 Apparatus Reserves:	\$ 405,000.00
332 Unrestricted Fund Reserves:	\$ 11,938.79
334 Buildings/Facility Reserves:	\$ 571,764.01

Rancho Adobe Fire Protection District
Trial Balance
 As of March 31, 2024

	Mar 31, 24	
	Debit	Credit
1010 · County of Sonoma	0.00	
1030 · Wells Fargo Checking Account	0.00	
1035 · Summit State Bank - Operating	129,503.91	
1036 · Summit State Bank - ICS	1,586,360.80	
1037 · Summit State Bank - Payroll	5,186.91	
1038 · CDARS	2,779,980.25	
1090 · Petty Cash	200.00	
107 · Accounts Receivable		3,214.01
12000 · Undeposited Funds	0.00	
170 · Land	74,634.00	
171 · Buildings and Improvements	1,185,360.97	
172 · Equipment	4,565,635.75	
178 · Accum. Depreciation - Building		603,437.69
179 · Accum. Depreciation - Equipment		2,056,611.53
195 · Due From Operating Fund	1,916,890.00	
325 · Deferred Outflows	8,457,066.00	
99999 · Prior Period Adjustment	0.00	
200 · Accounts Payable	0.00	
Chase Visa	0.00	
Umpqua Bank Credit Card	0.00	
2710 · Deferred Revenue		86,879.18
327 · Deferred Outflows-Liability Acc	0.00	
336 · Capital One Loan		0.07
337 · Accrued Interest Payable		2,129.35
338 · Capital Lease - Current		4.55
339 · Accrued Vacation - Current	0.00	
350 · Accrued Payroll	0.00	
145 · Deferred Inflow		5,637,113.00
300 · Compensated Absences		565,321.48
340 · Bonds Payable - Current		0.10
342 · Notes Payable - Long Term		224,985.96
345 · Bonds Payable - Noncurrent		5,357,109.00
355 · Due To Capital Improvement Fund		1,916,890.00
744 · Net Pension Liability		4,196,252.00
30000 · Opening Balance Equity	1,566,111.26	
320 · Unreserved-Undesignated FD Bal		2,452,517.00
321 · Future Liabilities - PERS UAL		300,000.00
330 · Operational Reserves	0.00	
331 · Apparatus Reserves		405,000.00
332 · Unrestricted Fund Reserves		11,938.79
333 · PPE Reserves	0.00	
334 · Cap Buildings/Facility Reserves		21,545.80
10 · Taxes:1000 · Property Taxes		2,409,640.23
10 · Taxes:1001 · CY Direct Charges		1,260,651.20
10 · Taxes:1008 · RDA Increment	402,176.04	
10 · Taxes:1014 · Property Taxes - RDA Increment		2,828.93
10 · Taxes:1015 · RDA Pass-Through		269,205.17
10 · Taxes:1016 · RDA Allocation		34,989.50
10 · Taxes:1017 · Residual Property Tax - RDA		250,738.31
10 · Taxes:1020 · CY Supplemental Tax		37,716.57
10 · Taxes:1040 · Unsecured Property Taxes		138,938.62
10 · Taxes:1061 · PY Direct Charges		18,875.07
17 · Use of Money/Property:1700 · Interest on Cash		81,959.51
20 · Intergovernmental Revenues:2404 · State Reimbursements		82.36
20 · Intergovernmental Revenues:2440 · HOPTR		3,063.02
20 · Intergovernmental Revenues:2589 · State Refunds-Strike Team		206,021.70
30 · Charges/Fees for Services:3600 · Fire Marshal Services		20,684.00
30 · Charges/Fees for Services:3601 · Finance Charge/Late Fee		249.03
30 · Charges/Fees for Services:3641 · Fire Services - Casino Contract		110,036.00
30 · Charges/Fees for Services:3661 · Cost Recovery		17,572.60
30 · Charges/Fees for Services:3670 · Weed Abatement		35,955.00
30 · Charges/Fees for Services:3682 · Rohnert Park Auto Aid		21,786.69
30 · Charges/Fees for Services:3700 · Copy Fee		115.00
40 · Miscellaneous Revenues:4040 · Misc. Revenue		626,919.75
40 · Miscellaneous Revenues:4100 · Workers Comp. Reimbursement		112,841.18

12:20 PM

04/05/24

Cash Basis

Rancho Adobe Fire Protection District

Trial Balance

As of March 31, 2024

	Mar 31, 24	
	Debit	Credit
50 · Salaries and Benefits:5910 · Full-Time Personnel	2,405,633.95	
50 · Salaries and Benefits:5911 · Part-Time Staffing	154,297.91	
50 · Salaries and Benefits:5912 · Overtime	634,858.62	
50 · Salaries and Benefits:5913 · BC Extra Shift Compensation	84,270.46	
50 · Salaries and Benefits:5914 · FLSA	62,032.84	
50 · Salaries and Benefits:5922 · Social Security Payroll Taxes	4,284.92	
50 · Salaries and Benefits:5923 · CalPERS	471,329.31	
50 · Salaries and Benefits:5924 · Medicare	45,977.49	
50 · Salaries and Benefits:5930 · Health Insurance	460,905.50	
50 · Salaries and Benefits:5931 · Disability Insurance	8,265.00	
50 · Salaries and Benefits:5932 · Dental Insurance	25,925.90	
50 · Salaries and Benefits:5933 · Life Insurance	3,413.15	
50 · Salaries and Benefits:5934 · Vision Insurance	3,909.62	
50 · Salaries and Benefits:5935 · Unemployment Insurance	4,196.56	
50 · Salaries and Benefits:5936 · Retiree Insurance	19,200.00	
50 · Salaries and Benefits:5940 · Workers Compensation	253,828.58	
60 · Supplies & Services:6020 · Uniforms	15,428.43	
60 · Supplies & Services:6022 · Safety Clothing	26,511.57	
60 · Supplies & Services:6040 · Communications	15,740.48	
60 · Supplies & Services:6045 · Pagers & Radios	3,491.97	
60 · Supplies & Services:6060 · Food		299.20
60 · Supplies & Services:6080 · Household Expense	7,490.53	
60 · Supplies & Services:6100 · Property & Liability Insurance	253,999.86	
60 · Supplies & Services:6140 · Equipment Maintenance	6,776.77	
60 · Supplies & Services:6155 · Apparatus Maintenance	32,357.63	
60 · Supplies & Services:6165 · SCBA Maintenance	4,908.82	
60 · Supplies & Services:6180 · Building Maintenance	26,758.50	
60 · Supplies & Services:6181 · Station Maintenance for Remodel	11,503.90	
60 · Supplies & Services:6260 · Medical Supplies	10,218.19	
60 · Supplies & Services:6280 · Memberships	11,131.72	
60 · Supplies & Services:6400 · Office Supplies	1,830.52	
60 · Supplies & Services:6401 · Office Expense - Inventory	6,690.89	
60 · Supplies & Services:6410 · Postage and Shipping	1,160.61	
60 · Supplies & Services:6430 · Printing Services	100.87	
60 · Supplies & Services:6461 · Operational Expense	26,486.99	
60 · Supplies & Services:6463 · FPO Expense	1,635.58	
60 · Supplies & Services:6500 · Payroll Fees	3,196.75	
60 · Supplies & Services:6526 · Dispatch Service-Redcom	18,333.52	
60 · Supplies & Services:6587 · LAFCO	6,961.00	
60 · Supplies & Services:6590 · Contracted FM Services	14,962.50	
60 · Supplies & Services:6596 · CQI Expense	2,210.00	
60 · Supplies & Services:6605 · Hiring Expense	8,321.00	
60 · Supplies & Services:6610 · Legal Services	39,384.50	
60 · Supplies & Services:6630 · Annual Audit Charges	8,445.00	
60 · Supplies & Services:6635 · Bank Fees	521.50	
60 · Supplies & Services:6650 · Health Services	5,570.00	
60 · Supplies & Services:6654 · Wellness Program	1,250.00	
60 · Supplies & Services:6800 · Public Legal Notices	1,514.00	
60 · Supplies & Services:6820 · Rent/Lease Equipment	4,007.95	
60 · Supplies & Services:6880 · Small Tools Expense	2,789.97	
60 · Supplies & Services:6881 · Safety Equipment	17,329.00	
60 · Supplies & Services:6889 · Computer Software and Equipment	65,057.61	
60 · Supplies & Services:7000 · Board Expense	275.00	
60 · Supplies & Services:7120 · Training Expense	20,264.97	
60 · Supplies & Services:7201 · Fuel	40,628.62	
60 · Supplies & Services:7300 · Transportation & Travel		4,784.47
60 · Supplies & Services:7320 · Utilities	45,518.01	
75 · Other Charges:7910 · Long Term Loan-Principal	42,953.41	
75 · Other Charges:7930 · Long Term Loan-Interest	4,834.19	
75 · Other Charges:7940 · Pension Obligation Bond - Prin.	255,000.00	
75 · Other Charges:7945 · Pension Obligation Bond - Int.	129,402.97	
95 · Capital Improvements - Assets:9510 · Building Improvements	992,511.62	
TOTAL	29,506,902.62	29,506,902.62

36

Rancho Adobe Fire Protection District
Balance Sheet Prev Year Comparison
As of March 31, 2024

	Mar 31, 24	Mar 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1035 · Summit State Bank - Operating	129,503.91	79,040.52	50,463.39	63.8%
1036 · Summit State Bank - ICS	1,586,360.80	1,458,662.38	127,698.42	8.8%
1037 · Summit State Bank - Payroll	5,186.91	14,377.64	-9,190.73	-63.9%
1038 · CDARS	2,779,980.25	3,033,820.09	-253,839.84	-8.4%
1090 · Petty Cash	200.00	200.00	0.00	0.0%
Total Checking/Savings	4,501,231.87	4,586,100.63	-84,868.76	-1.9%
Accounts Receivable				
107 · Accounts Receivable	-3,214.01	-100.00	-3,114.01	-3,114.0%
Total Accounts Receivable	-3,214.01	-100.00	-3,114.01	-3,114.0%
Total Current Assets	4,498,017.86	4,586,000.63	-87,982.77	-1.9%
Fixed Assets				
170 · Land	74,634.00	74,634.00	0.00	0.0%
171 · Buildings and Improvements	1,185,360.97	755,665.64	429,695.33	56.9%
172 · Equipment	4,565,635.75	3,848,634.88	717,000.87	18.6%
178 · Accum. Depreciation - Building	-603,437.69	-576,580.69	-26,857.00	-4.7%
179 · Accum. Depreciation - Equipment	-2,056,611.53	-1,754,906.53	-301,705.00	-17.2%
Total Fixed Assets	3,165,581.50	2,347,447.30	818,134.20	34.9%
Other Assets				
195 · Due From Operating Fund	1,916,890.00	1,916,890.00	0.00	0.0%
325 · Deferred Outflows	8,457,066.00	9,200,694.00	-743,628.00	-8.1%
Total Other Assets	10,373,956.00	11,117,584.00	-743,628.00	-6.7%
TOTAL ASSETS	18,037,555.36	18,051,031.93	-13,476.57	-0.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
2710 · Deferred Revenue	86,879.18	86,879.18	0.00	0.0%
327 · Deferred Outflows-Liability Acc	0.00	5,928,260.00	-5,928,260.00	-100.0%
336 · Capital One Loan	0.07	0.07	0.00	0.0%
337 · Accrued Interest Payable	2,129.35	2,129.35	0.00	0.0%
338 · Capital Lease - Current	4.55	55,806.47	-55,801.92	-100.0%
Total Other Current Liabilities	89,013.15	6,073,075.07	-5,984,061.92	-98.5%
Total Current Liabilities	89,013.15	6,073,075.07	-5,984,061.92	-98.5%
Long Term Liabilities				
145 · Deferred Inflow	5,637,113.00	3,987,593.00	1,649,520.00	41.4%
300 · Compensated Absences	565,321.48	545,622.48	19,699.00	3.6%
340 · Bonds Payable - Current	0.10	252,891.00	-252,890.90	-100.0%
342 · Notes Payable - Long Term	224,985.96	333,267.78	-108,281.82	-32.5%
345 · Bonds Payable - Noncurrent	5,357,109.00	5,357,109.00	0.00	0.0%
355 · Due To Capital Improvement Fund	1,916,890.00	1,916,890.00	0.00	0.0%
744 · Net Pension Liability	4,196,252.00	6,214,613.00	-2,018,361.00	-32.5%
Total Long Term Liabilities	17,897,671.54	18,607,986.26	-710,314.72	-3.8%
Total Liabilities	17,986,684.69	24,681,061.33	-6,694,376.64	-27.1%
Equity				
30000 · Opening Balance Equity	-1,566,111.26	-908,986.26	-657,125.00	-72.3%
320 · Unreserved-Undesignated FD Bal	2,452,517.00	-8,200,854.76	10,653,371.76	129.9%
321 · Future Liabilities - PERS UAL	300,000.00	0.00	300,000.00	100.0%
330 · Operational Reserves	0.00	2,155,346.00	-2,155,346.00	-100.0%
331 · Apparatus Reserves	405,000.00	0.00	405,000.00	100.0%
332 · Unrestricted Fund Reserves	11,938.79	0.00	11,938.79	100.0%
334 · Cap Buildings/Facility Reserves	21,545.80	1,916,890.00	-1,895,344.20	-98.9%

12:19 PM
04/05/24
Cash Basis

Rancho Adobe Fire Protection District
Balance Sheet Prev Year Comparison
As of March 31, 2024

	<u>Mar 31, 24</u>	<u>Mar 31, 23</u>	<u>\$ Change</u>	<u>% Change</u>
Net Income	-1,574,019.66	-1,592,424.38	18,404.72	1.2%
Total Equity	50,870.67	-6,630,029.40	6,680,900.07	100.8%
TOTAL LIABILITIES & EQUITY	<u>18,037,555.36</u>	<u>18,051,031.93</u>	<u>-13,476.57</u>	<u>-0.1%</u>

Rancho Adobe Fire Protection District
Profit & Loss by Class
 March 2024

	Operating	TOTAL
Ordinary Income/Expense		
Income		
17 · Use of Money/Property		
1700 · Interest on Cash	13,584.14	13,584.14
Total 17 · Use of Money/Property	13,584.14	13,584.14
30 · Charges/Fees for Services		
3600 · Fire Marshal Services	9,811.00	9,811.00
3601 · Finance Charge/Late Fee	18.12	18.12
3661 · Cost Recovery	2,985.81	2,985.81
Total 30 · Charges/Fees for Services	12,814.93	12,814.93
40 · Miscellaneous Revenues		
4040 · Misc. Revenue	550,218.21	550,218.21
4100 · Workers Comp. Reimbursement	25,812.52	25,812.52
Total 40 · Miscellaneous Revenues	576,030.73	576,030.73
Total Income	602,429.80	602,429.80
Gross Profit	602,429.80	602,429.80
Expense		
50 · Salaries and Benefits		
5910 · Full-Time Personnel	240,266.64	240,266.64
5911 · Part-Time Staffing	26,444.91	26,444.91
5912 · Overtime	59,755.19	59,755.19
5914 · FLSA	6,140.36	6,140.36
5922 · Social Security Payroll Taxes	67.05	67.05
5923 · CalPERS	51,455.34	51,455.34
5924 · Medicare	4,419.57	4,419.57
5930 · Health Insurance	27,382.00	27,382.00
5931 · Disability Insurance	783.00	783.00
5932 · Dental Insurance	2,538.20	2,538.20
5933 · Life Insurance	300.82	300.82
5934 · Vision Insurance	382.76	382.76
5935 · Unemployment Insurance	292.62	292.62
5936 · Retiree Insurance	5,400.00	5,400.00
Total 50 · Salaries and Benefits	425,628.46	425,628.46
60 · Supplies & Services		
6020 · Uniforms	588.69	588.69
6022 · Safety Clothing	17,185.48	17,185.48
6040 · Communications	1,547.51	1,547.51
6045 · Pagers & Radios	782.72	782.72
6060 · Food	766.35	766.35
6080 · Household Expense	232.32	232.32
6140 · Equipment Maintenance	903.25	903.25
6155 · Apparatus Maintenance	2,313.13	2,313.13
6165 · SCBA Maintenance	302.10	302.10
6180 · Building Maintenance	814.32	814.32
6260 · Medical Supplies	2,315.00	2,315.00
6400 · Office Supplies	461.87	461.87
6401 · Office Expense - Inventory	4,858.30	4,858.30
6410 · Postage and Shipping	122.40	122.40
6461 · Operational Expense	240.00	240.00
6500 · Payroll Fees	368.00	368.00
6590 · Contracted FM Services	2,625.00	2,625.00
6596 · CQI Expense	595.00	595.00
6605 · Hiring Expense	2,849.00	2,849.00
6635 · Bank Fees	14.02	14.02
6650 · Health Services	115.00	115.00
6820 · Rent/Lease Equipment	445.61	445.61
6881 · Safety Equipment	683.31	683.31
6889 · Computer Software and Equipment	11,187.72	11,187.72
7120 · Training Expense	2,419.67	2,419.67

12:20 PM
04/05/24
Cash Basis

Rancho Adobe Fire Protection District
Profit & Loss by Class
March 2024

	<u>Operating</u>	<u>TOTAL</u>
7201 · Fuel	3,282.57	3,282.57
7300 · Transportation & Travel	303.92	303.92
7320 · Utilities	4,522.44	4,522.44
Total 60 · Supplies & Services	<u>62,844.70</u>	<u>62,844.70</u>
Total Expense	<u>488,473.16</u>	<u>488,473.16</u>
Net Ordinary Income	<u>113,956.64</u>	<u>113,956.64</u>
Net Income	<u><u>113,956.64</u></u>	<u><u>113,956.64</u></u>

Rancho Adobe Fire Protection District Profit & Loss Prev Year Comparison March 2024

	Mar 24	Mar 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
17 · Use of Money/Property				
1700 · Interest on Cash	13,584.14	11,913.00	1,671.14	14.0%
Total 17 · Use of Money/Property	13,584.14	11,913.00	1,671.14	14.0%
30 · Charges/Fees for Services				
3600 · Fire Marshal Services	9,811.00	3,850.00	5,961.00	154.8%
3601 · Finance Charge/Late Fee	18.12	0.00	18.12	100.0%
3661 · Cost Recovery	2,985.81	987.14	1,998.67	202.5%
3700 · Copy Fee	0.00	50.00	-50.00	-100.0%
Total 30 · Charges/Fees for Services	12,814.93	4,887.14	7,927.79	162.2%
40 · Miscellaneous Revenues				
4040 · Misc. Revenue	550,218.21	4,896.00	545,322.21	11,138.1%
4100 · Workers Comp. Reimbursement	25,812.52	9,238.26	16,574.26	179.4%
Total 40 · Miscellaneous Revenues	576,030.73	14,134.26	561,896.47	3,975.4%
Total Income	602,429.80	30,934.40	571,495.40	1,847.4%
Gross Profit	602,429.80	30,934.40	571,495.40	1,847.4%
Expense				
50 · Salaries and Benefits				
5910 · Full-Time Personnel	240,266.64	245,017.13	-4,750.49	-1.9%
5911 · Part-Time Staffing	26,444.91	9,419.00	17,025.91	180.8%
5912 · Overtime	59,755.19	89,824.37	-30,069.18	-33.5%
5914 · FLSA	6,140.36	5,634.77	505.59	9.0%
5922 · Social Security Payroll Taxes	67.05	55.34	11.71	21.2%
5923 · CalPERS	51,455.34	47,586.02	3,869.32	8.1%
5924 · Medicare	4,419.57	4,770.19	-350.62	-7.4%
5930 · Health Insurance	27,382.00	29,511.72	-2,129.72	-7.2%
5931 · Disability Insurance	783.00	841.00	-58.00	-6.9%
5932 · Dental Insurance	2,538.20	2,372.16	166.04	7.0%
5933 · Life Insurance	300.82	347.10	-46.28	-13.3%
5934 · Vision Insurance	382.76	382.76	0.00	0.0%
5935 · Unemployment Insurance	292.62	23.74	268.88	1,132.6%
5936 · Retiree Insurance	5,400.00	3,600.00	1,800.00	50.0%
Total 50 · Salaries and Benefits	425,628.46	439,385.30	-13,756.84	-3.1%
60 · Supplies & Services				
6020 · Uniforms	588.69	2,903.15	-2,314.46	-79.7%
6022 · Safety Clothing	17,185.48	750.39	16,435.09	2,190.2%
6040 · Communications	1,547.51	3,488.31	-1,940.80	-55.6%
6045 · Pagers & Radios	782.72	6,656.89	-5,874.17	-88.2%
6060 · Food	766.35	421.46	344.89	81.8%
6080 · Household Expense	232.32	991.70	-759.38	-76.6%
6140 · Equipment Maintenance	903.25	677.32	225.93	33.4%
6155 · Apparatus Maintenance	2,313.13	7,038.32	-4,725.19	-67.1%
6165 · SCBA Maintenance	302.10	0.00	302.10	100.0%
6180 · Building Maintenance	814.32	4,030.57	-3,216.25	-79.8%
6260 · Medical Supplies	2,315.00	5,265.04	-2,950.04	-56.0%
6280 · Memberships	0.00	400.00	-400.00	-100.0%
6400 · Office Supplies	461.87	969.18	-507.31	-52.3%
6401 · Office Expense - Inventory	4,858.30	0.00	4,858.30	100.0%
6410 · Postage and Shipping	122.40	290.96	-168.56	-57.9%
6430 · Printing Services	0.00	292.00	-292.00	-100.0%
6461 · Operational Expense	240.00	6,824.32	-6,584.32	-96.5%
6463 · FPO Expense	0.00	228.00	-228.00	-100.0%
6500 · Payroll Fees	368.00	1,462.00	-1,094.00	-74.8%
6590 · Contracted FM Services	2,625.00	1,312.50	1,312.50	100.0%
6596 · CQI Expense	595.00	0.00	595.00	100.0%
6605 · Hiring Expense	2,849.00	0.00	2,849.00	100.0%
6610 · Legal Services	0.00	162.50	-162.50	-100.0%
6635 · Bank Fees	14.02	77.86	-63.84	-82.0%

12:20 PM
 04/05/24
 Cash Basis

Rancho Adobe Fire Protection District Profit & Loss Prev Year Comparison March 2024

	Mar 24	Mar 23	\$ Change	% Change
6650 · Health Services	115.00	0.00	115.00	100.0%
6654 · Wellness Program	0.00	538.62	-538.62	-100.0%
6820 · Rent/Lease Equipment	445.61	635.27	-189.66	-29.9%
6880 · Small Tools Expense	0.00	227.84	-227.84	-100.0%
6881 · Safety Equipment	683.31	6,955.67	-6,272.36	-90.2%
6889 · Computer Software and Equipment	11,187.72	12,254.67	-1,066.95	-8.7%
7120 · Training Expense	2,419.67	1,425.00	994.67	69.8%
7201 · Fuel	3,282.57	4,060.19	-777.62	-19.2%
7300 · Transportation & Travel	303.92	0.00	303.92	100.0%
7320 · Utilities	4,522.44	5,817.14	-1,294.70	-22.3%
Total 60 · Supplies & Services	62,844.70	76,156.87	-13,312.17	-17.5%
95 · Capital Improvements - Assets				
9560 · New Equipment - Apparatus	0.00	0.00	0.00	0.0%
Total 95 · Capital Improvements - Assets	0.00	0.00	0.00	0.0%
Total Expense	488,473.16	515,542.17	-27,069.01	-5.3%
Net Ordinary Income	113,956.64	-484,607.77	598,564.41	123.5%
Net Income	113,956.64	-484,607.77	598,564.41	123.5%

42

NEW BUSINESS

PURCHASE OF CHASSIS FOR 9132



Rancho Adobe Fire District

Staff Report

Date: April 9, 2024

Topic: Purchase of Chassis for 9132

Recommendation:

Board approval is requested to purchase a 2024 Ford F-550 Chassis from Henry Curtis Ford in an amount not to exceed \$80,000 to replace 9132 chassis which is a 2005 Type 6 engine / squad.

And

Authorize the Chief to negotiate pricing with additional vendors to complete Chassis retrofit in an amount not to exceed \$130,000 total project cost (including chassis purchase).

Background:

9132 is a 2005 Type 6 engine/squad that is utilized for vegetation fires as well as medical responses in the Districts difficult access areas such as Sonoma Mountain.

9132 is in need of a new heavy duty chassis and power train that can handle its weight and power requirements for the difficult and rugged terrain that it operates in.

The current chassis has seen lighter use due to concerns with its level of dependability in the emergency setting. The vehicle has only 30,000 miles but has proven unreliable during emergency operations. Replacement of the chassis and a remount of the existing boxes and pump will provide numerous years of operation for the District.

The existing chassis will be more appropriate for non-emergency operations such as fleet maintenance operations. It is anticipated that when the chassis is replaced on 9132, the existing chassis will be outfitted with a mechanics box thereby providing the District an additional and appropriate vehicle re-use.

The replacement of the chassis has been identified and funded for the last 2 years. There have been manufacturer delays in obtaining the chassis. Now that the delays have subsided, the District can move forward with the planned replacement.

Financial Impact:

The funds for the chassis have been identified in account 331 Apparatus Reserves

Options:

1. Approve the purchase of the replacement chassis.
2. Direct staff to completed additional analysis.

Approved by:



Jeff Veliquette
Fire Chief

Attachments:

1. Specification for a 2024 Ford F-550 Cab and Chassis.



Preview Order 4566 - W5H 4x4 Crew Chas Cab DRW: Order Summary Time of Preview: 03/07/2024 11:19:23 Receipt: 11/9/2023

Dealership Name: Hansel Ford of Petaluma

Sales Code : F72448

Dealer Rep.	Michael Pardue	Type	Fleet	Vehicle Line	Superduty	Order Code	4566
Customer Name	Rancho adobe	Priority Code	B1	Model Year	2024	Price Level	425

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F550 4X4 CREW CHAS CAB DRW/179	\$60190	FRONT LICENSE PLATE BRACKET	\$0
179 INCH WHEELBASE	\$0	PLATFORM RUNNING BOARDS	\$445
TOTAL BASE VEHICLE	\$60190	18000# GVWR PACKAGE	\$0
RACE RED	\$0	SKID PLATES	\$100
CLOTH 40/MINI-CONSOLE/40 SEAT	\$615	50 STATE EMISSIONS	\$0
MEDIUM DARK SLATE	\$0	DUAL-40 & 26.5 GAL FUEL TANKS	\$625
PREFERRED EQUIPMENT PKG.660A	\$0	DUAL BATTERY	\$0
.XL TRIM	\$0	REAR VIEW CAMERA & PREP KIT	\$415
.AIR CONDITIONING -- CFC FREE	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
.AM/FM STEREO MP3/CLK	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
6.7L POWER STROKE V8 DIESEL	\$9995	FUEL CHARGE	\$0
10-SPEED AUTO TORQSHIFT	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
225/70R19.5G BSW ALL POSITION	\$0	PRICED DORA	\$0
4.10 RATIO LIMITED SLIP AXLE	\$395	ADVERTISING ASSESSMENT	\$0
JOB #2 ORDER	\$0	DESTINATION & DELIVERY	\$1995
FORD FLEET SPECIAL ADJUSTMENT	\$0		
TOTAL BASE AND OPTIONS			MSRP \$74775
DISCOUNTS			NA
TOTAL			\$74775

ORDERING FIN: KM219 END USER FIN: KM219

Customer Name:
Customer Address:

Customer Email:
Customer Phone:

Customer Signature

Date

AG



Date/Time: Mar 7, 2024 11:08 AM
Buyer: Herb
Phone: C: (707) 591-4200
Phone: H: (707) 795-6011
Address: PO Box 1029
Penngrove, CA 94951

Salesperson: Mike Pardue

2024 Ford F-550 Chassis, Body Type:

Cash	Balance Due
\$ Down	
\$0	\$78,254

MSRP/Retail	\$74,775.00
HCF Discount	\$2,775.00
Selling Price	\$72,000.00
Selling Price - Rebate	\$72,000.00
Trade Difference	\$72,000.00
AVRS	\$33.00
CA Tire Fee	\$8.75
Documentation Fee	\$85.00
Total Taxes	\$6,127.22
Total Balance Due	\$78,253.97

**DISCUSSION ON
MOVING
WESTAMERICA
FUNDS TO CAPITAL
BUILDING/FACILITY
RESERVE ACCOUNT**



Rancho Adobe Fire District

Staff Report

Date: April 10, 2024

Topic: Recommendation by Budget Committee to Move Westamerica Loan proceeds to Capital Buildings/Facility Reserve Account

Recommendation:

The budget committee recommends the Board of Directors approve the Westamerica Bank loan proceeds be moved into Capital Buildings/Facilities reserve account in the amount of \$550,218.21.

Discussion:

The budget committee met on March 27, 2024 and discussed the Westamerica Bank loan funds. The budget committee recommends moving the loan proceeds into capital reserves for future use on buildings and facilities projects. This loan was funded for the purpose of repair and upgrades to facilities and the committee recommends that the money be held in designated reserves until such time that the District needs to draw down funds to pay for facilities projects.

Financial Impact:

No financial impact.

Options:

1. Transfer Westamerica Loan funds of \$550,218.21 to Capital Buildings/Facilities reserve account
2. Leave the Westamerica Loan funds of \$550,218.21 in the general fund

Approved by:

Jeff Veliquette
Fire Chief

