

MONTE RIO FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Tuesday, September 12, 2017, 6:00 pm
Monte Rio Community Center~ 20488 Hwy. 116, Monte Rio, CA
AGENDA

Director Fein will
attend this
meeting via
Skype.

San Diego Hilton
1 Park Blvd.
San Diego, CA
92101

1. CALL TO ORDER, ROLL CALL
2. APPROVAL OF AGENDA (changes, additions or deletions) (*Action Item*)
3. PUBLIC COMMENT ON ITEMS NOT AGENDIZED
*Any citizen wishing to speak to the Board on any item **not listed on the Agenda** may do so under public comment. All presentations made under public comment are normally restricted to three (3) minutes in length per meeting unless the Board Chair specifically authorizes additional time.*
4. APPROVAL OF MINUTES (*Action Item*)
 - a. August 8, 2017 Regular Meeting
5. TREASURERS REPORT
6. AMADOR CONTRACT (*Action Item*)
7. OPEN PUBLIC HEARING-FY 17/18 FINAL BUDGET & 2017/18 APPROPRIATIONS LIMIT
8. RESOLUTION 17/18-01 ADOPTING FY 17/18 FINAL BUDGET & APPROVING 2017/18 APPROPRIATIONS LIMIT (*Action Item*)
9. RESOLUTION 17/18-02 DECLARING 5479 SURPLUS PROPERTY (*Action Item*)
9. OLD BUSINESS:
 - a. Roof Repair Bids. (*Discussion/Action*)
10. NEW BUSINESS:
11. CHIEFS REPORT
12. PRESIDENTS REPORT
13. DIRECTORS' REPORT
14. SECRETARY/CLERK REPORT
15. ADJOURNMENT

CERTIFICATION OF POSTING

I certify that on September 8, 2017, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of the Monte Rio Fire Protection District said time being at least 72 hours in advance of the meeting of the Board of Directors. (Government Code Section 54954.2). Executed at Monte Rio, California on September 8, 2017.

/s/ Heidi Flowers
Heidi Flowers

**MONTE RIO FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING**

Tuesday, August 8, 2017, 6:00 pm
Monte Rio Community Center~ 20488 Hwy. 116, Monte Rio, CA

MINUTES

1. **CALL TO ORDER:** The regular meeting of the Board of Directors of the Monte Rio Fire Protection District was called to order by President Wikle at 6:01 p.m. at the Monte Rio Community Center. Present were Directors Wikle, Casini, Kokalis and Dale. Director Fein was absent. Also present were AA Flowers and Chief Baxman.
2. **APPROVAL OF AGENDA:** On a motion by Director Casini, seconded by Director Kokalis, the Agenda as approved as presented. VOTE: 4/0/1 (Director Fein absent).
3. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED:** None.
4. **APPROVAL OF MINUTES:** On a motion by Director Casini, seconded by Director Kokalis, the Board moved to approve the minutes of July 11, 2017 (Regular Meeting) and July 25, 2017 (Special Meeting) as presented. VOTE: 4/0/1 (Director Fein absent).
5. **TREASURERS REPORT:** On a motion by Director Casini, seconded by Director Kokalis, the Board moved to receive and accept the treasurer report. VOTE: VOTE: 4/0/1 (Director Fein absent).
6. **OLD BUSINESS:**
 - A. Roof repair bids: Chief Baxman has received one quote in the amount of \$10,800.00 for the roof on the main station. Chief Baxman does not think the flat roof on the building across the street needs to be replaced at this time; he feels it can be repaired/patched. On a motion by Director Kokalis, seconded by Director Casini, the Board moved to give Chief Baxman authority to accept the lowest bid upon receipt of two additional bids. VOTE: 4/0/1 (Director Fein absent).
7. **NEW BUSINESS:**
 - A. Set Date for 2017/18 Final Budget Public Hearing: On a motion by Director Dale, seconded by Director Kokalis, the Board moved to set September 12, 2017 as the date for the final budget public hearing. VOTE: 4/0/1 (Director Fein absent).
8. **CHIEF'S REPORT:**
 - A. A fire engine was rented to the State for 11 days, ~\$48,000.00 will be billed (~\$26,000.00 will go towards staffing of the engine and ~\$22,000.00 will go to the District).
 - B. Call status: 2017: 451 2016: 505
 - C. Beer revival-August 19, 2017; Gran Fondo-September 30, 2017
 - D. Working on getting bids for a Type 6 Engine, TOT Grant funds were used to purchase a Sea-Doo jet ski.
9. **PRESIDENTS REPORT:** Nothing to report.
10. **DIRECTORS REPORT:** Director Kokalis will be absent at the September meeting.

Continued on Page 2

11. **SECRETARY REPORT/CLERK REPORT:** FASIS quarterly filings have been completed and submitted.

12. **ADJOURNMENT:** There being no further business the meeting was adjourned at 6:20 pm.

MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

/s/ _____ President Wikle

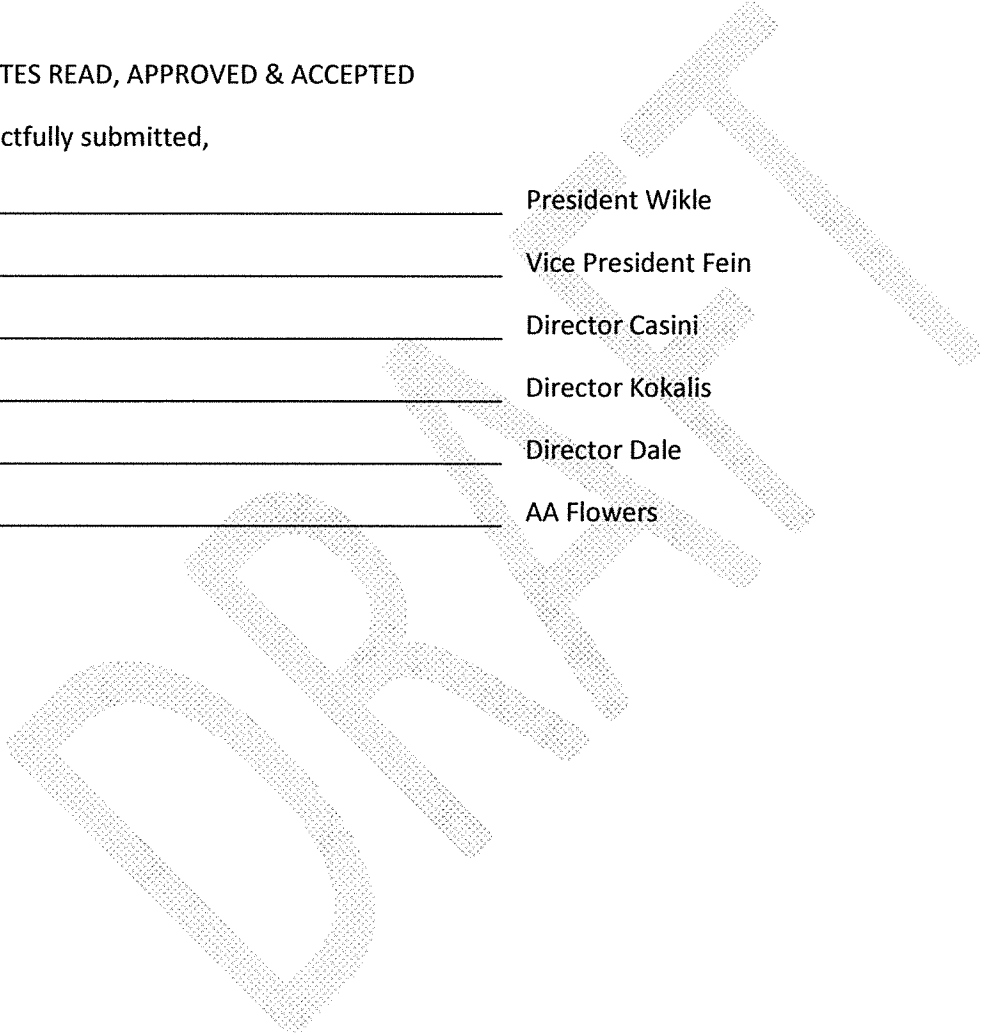
/s/ _____ Vice President Fein

/s/ _____ Director Casini

/s/ _____ Director Kokalis

/s/ _____ Director Dale

/s/ _____ AA Flowers



Monte Rio Fire Protection District
Balance Sheet
 As of September 7, 2017

	Sep 7, 17
ASSETS	
Current Assets	
Checking/Savings	
105 · Community First Operating	116,416.01
106 · Community First Money Market	156,153.44
109 · Community First Savings Account	300,167.58
Total Checking/Savings	572,737.03
Accounts Receivable	
11050 · Due from Other Government	-13,400.17
Total Accounts Receivable	-13,400.17
Other Current Assets	
12000 · Undeposited Funds	13,400.17
Total Other Current Assets	13,400.17
Total Current Assets	572,737.03
Fixed Assets	
15050 · Sale of Assets	-110,000.00
15000 · Equipment	38,077.55
16000 · Buildings & Improvements	27,874.67
17000 · Accumulated Depreciation	
17100 · Accum Depr Equipment	-62,727.31
17200 · Accum Depr - Building	-54,818.63
Total 17000 · Accumulated Depreciation	-117,545.94
18000 · Other Assets	
18100 · Creekside JPA	131,424.00
Total 18000 · Other Assets	131,424.00
18500 · WIP Septic	19,429.95
18600 · WIP Fire Station	85,135.82
Total Fixed Assets	74,396.05
TOTAL ASSETS	647,133.08
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
24000 · Payroll Liabilities	
24050 · Tax Withholding	-702.46
24100 · FICA	-1,876.74
24150 · Medicare	-438.92
Total 24000 · Payroll Liabilities	-3,018.12
Total Other Current Liabilities	-3,018.12
Total Current Liabilities	-3,018.12
Total Liabilities	-3,018.12
Equity	
30000 · Opening Balance Equity	384,440.63
35200 · Unrestricted Net Assets	326,297.49
Net Income	-60,586.92
Total Equity	650,151.20
TOTAL LIABILITIES & EQUITY	647,133.08

Monte Rio Fire Protection District
Income and Expenses
August 2017

09/07/17

Accrual Basis

	Aug 17	Jul - Aug 17
Income		
10 · Tax Revenue		
1042 · CollectCost Del CY Unsecured	0.00	0.00
1000 · Property - CY Secured	0.00	0.00
1008 · RDA Increment	0.00	0.00
1014 · RDA Pass Through	0.00	0.00
1017 · Residual - RPTTF	0.00	0.00
1020 · Supplemental Prop Taxes - CY	0.00	0.00
1040 · Property - CY Unsecured	0.00	0.00
1060 · Property - PY Secured	0.00	0.00
1080 · Supplemental Prop Taxes - PY	0.00	0.00
1100 · Property - PY Unsecured	0.00	0.00
Total 10 · Tax Revenue	0.00	0.00
20 · Intergovernmental Revenues		
2440 · State HOPTR	0.00	0.00
2500 · Intergovernmental Rev. - State	0.00	0.00
Total 20 · Intergovernmental Revenues	0.00	0.00
40 · Miscellaneous Revenues		
4105 · Interest Income	45.38	90.76
Total 40 · Miscellaneous Revenues	45.38	90.76
Total Income	45.38	90.76
Gross Profit	45.38	90.76
Expense		
50 · Payroll Expenses		
5910 · Permanent Positions	0.00	2,097.80
5911 · Extra Help	22,285.88	26,390.88
Total 50 · Payroll Expenses	22,285.88	28,488.68
60 · Services/Supplies		
6040 · Communications	155.25	918.43
6080 · Household Expense	0.00	22.28
6100 · Insurance	0.00	21,452.00
6140 · Maint - Equipment	30.00	30.00
6400 · Office Expense	144.00	144.00
6461 · Supplies	2,310.09	2,310.09
6500 · Professional Services	312.64	564.77
6587 · LAFCO	0.00	676.00
7053 · Vehicle Registration	3,999.00	3,999.00
7120 · Training-In-Service	0.00	0.00
7201 · Gas/Oil	700.51	700.51
7320 · Utilities	0.00	394.60
Total 60 · Services/Supplies	7,651.49	31,211.68
Total Expense	29,937.37	59,700.36
Net Income	-29,891.99	-59,609.60

Monte Rio Fire Protection District Profit & Loss YTD Actual vs. Annual Budget

July 2017 through June 2018

	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
Income				
10 · Tax Revenue				
1042 · CollectCost Del CY Unsecured	0.00			
1000 · Property - CY Secured	0.00	439,032.64	-439,032.64	0.0%
1008 · RDA Increment	0.00	-166,000.00	166,000.00	0.0%
1014 · RDA Pass Through	0.00	49,498.12	-49,498.12	0.0%
1017 · Residual - RPTTF	0.00	60,000.00	-60,000.00	0.0%
1020 · Supplemental Prop Taxes - CY	0.00	8,550.04	-8,550.04	0.0%
1040 · Property - CY Unsecured	0.00	15,832.79	-15,832.79	0.0%
1060 · Property - PY Secured	0.00	-171.19	171.19	0.0%
1080 · Supplemental Prop Taxes - PY	0.00	-35.13	35.13	0.0%
1100 · Property - PY Unsecured	0.00	655.11	-655.11	0.0%
Total 10 · Tax Revenue	0.00	407,362.38	-407,362.38	0.0%
20 · Intergovernmental Revenues				
2440 · State HOPTR	0.00	4,569.81	-4,569.81	0.0%
2470 · Timber Yield Tax	0.00	50.54	-50.54	0.0%
2490 · State - Other In-lieu tax	0.00	10.73	-10.73	0.0%
2500 · Intergovernmental Rev. - State	0.00			
2510 · Equip Rental	0.00	0.00	0.00	0.0%
2970 · RDA Asset Distribution	0.00	0.00	0.00	0.0%
Total 20 · Intergovernmental Revenues	0.00	4,631.08	-4,631.08	0.0%
40 · Miscellaneous Revenues				
4040 · Misc. Income	0.00	55.00	-55.00	0.0%
4102 · Donations/Grants	0.00	500.00	-500.00	0.0%
4105 · Interest Income	90.76	4,280.82	-4,190.06	2.1%
4200 · Other Revenue	0.00	0.00	0.00	0.0%
Total 40 · Miscellaneous Revenues	90.76	4,835.82	-4,745.06	1.9%
Total Income	90.76	416,829.28	-416,738.52	0.0%
Gross Profit	90.76	416,829.28	-416,738.52	0.0%
Expense				
50 · Payroll Expenses				
5910 · Permanent Positions	2,097.80	16,000.00	-13,902.20	13.1%
5911 · Extra Help	26,390.88	20,000.00	6,390.88	132.0%
5922 · Payroll Taxes	0.00	2,950.00	-2,950.00	0.0%
5940 · Workers' Compensation	0.00	5,759.20	-5,759.20	0.0%
50 · Payroll Expenses - Other	0.00	0.00	0.00	0.0%
Total 50 · Payroll Expenses	28,488.68	44,709.20	-16,220.52	63.7%
60 · Services/Supplies				
6021 · Clothing/Personal	0.00	3,775.55	-3,775.55	0.0%
6022 · Safety Clothing - PPE	0.00	7,064.62	-7,064.62	0.0%
6040 · Communications	1,176.65	8,504.29	-7,327.64	13.8%
6080 · Household Expense	22.28	793.40	-771.12	2.8%
6100 · Insurance	21,452.00	20,000.04	1,451.96	107.3%
6140 · Maint - Equipment	359.98	0.00	359.98	100.0%
6180 · Maint. - Building	0.00	19,200.00	-19,200.00	0.0%
6280 · Membership/Subscriptions	0.00	1,846.00	-1,846.00	0.0%
6400 · Office Expense	144.00	1,519.91	-1,375.91	9.5%
6300 · Amador Contract Dept of Forestr				
6310 · Contract Expense	0.00	180,000.00	-180,000.00	0.0%
6330 · Reimbursements	0.00	0.00	0.00	0.0%
6300 · Amador Contract Dept of Forestr - Other	0.00	0.00	0.00	0.0%
Total 6300 · Amador Contract Dept of Forestr	0.00	180,000.00	-180,000.00	0.0%
6461 · Supplies	2,322.72	2,522.56	-199.84	92.1%
6500 · Professional Services	564.77	2,190.85	-1,626.08	25.8%
6521 · County Services	0.00	3,510.11	-3,510.11	0.0%
6526 · Dispatch Services				
6527 · Reimbursement	0.00	-15,492.00	15,492.00	0.0%
6526 · Dispatch Services - Other	0.00	15,490.00	-15,490.00	0.0%
Total 6526 · Dispatch Services	0.00	-2.00	2.00	0.0%

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09/07/17

Accrual Basis

Monte Rio Fire Protection District Profit & Loss YTD Actual vs. Annual Budget

July 2017 through June 2018

	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
6587 · LAFCO	676.00	853.00	-177.00	79.2%
6630 · Audit/Accounting	0.00	9,754.00	-9,754.00	0.0%
6800 · Public/Legal Notices	97.50			
6820 · Lease - Fire Truck	0.00	0.00	0.00	0.0%
6830 · Lease - SB	0.00	0.00	0.00	0.0%
7053 · Vehicle Registration	3,999.00			
7060 · Board Expense	0.00	0.00	0.00	0.0%
7120 · Training-In-Service	0.00	8,911.94	-8,911.94	0.0%
7201 · Gas/Oil	700.51	14,006.53	-13,306.02	5.0%
7300 · Transportaion/Travel	0.00	0.00	0.00	0.0%
7320 · Utilities	673.59	7,784.26	-7,110.67	8.7%
7330 · Maint - Creekside JPA	0.00	2,500.00	-2,500.00	0.0%
7490 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total 60 · Services/Supplies	32,189.00	294,735.06	-262,546.06	10.9%
85 · Capital Assets				
8520 · Fixed Assets - Bldgs	0.00	40,000.00	-40,000.00	0.0%
8560 · Fixed Assets - Equipment	0.00	65,000.00	-65,000.00	0.0%
Total 85 · Capital Assets	0.00	105,000.00	-105,000.00	0.0%
Total Expense	60,677.68	444,444.26	-383,766.58	13.7%
Net Income	-60,586.92	-27,614.98	-32,971.94	219.4%

PUBLIC NOTICE

Pursuant to Section 13890 of the Health and Safety Code, the Board of Directors of the Monte Rio Fire Protection District has adopted a preliminary budget for the 2017-2018 fiscal year. The preliminary budget is available for inspection Monday through Friday during the hours of 8:30am and 2:30pm at the Russian River Fire Station, 14100 Armstrong Woods Road, Guerneville.

The Board of Directors will hold a Public Hearing on Tuesday, September 12, 2017, at 6:00pm at the Monte Rio Community Center, 20488 Highway 116, Monte Rio, CA 95462. The Public Hearing will be held for the purpose of adopting the final budget for the 2017-2018 fiscal year and adopting the 2017-2018 Appropriations Limit (Prop. 4) as part of the 2017-2018 Fiscal Budget Package. Any person may appear and be heard regarding any item on the budget, or the Appropriations Limit, or the addition of any other items.



/s/ Heidi Flowers
Clerk of the Board
Monte Rio Fire Protection District

**RESOLUTION #17/18-01
DATED: September 12, 2017**

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTE RIO FIRE PROTECTION DISTRICT
OF SONOMA COUNTY ADOPTING THE 2017/18 FISCAL YEAR
BUDGET, AND THE 2017/18 APPROPRIATIONS LIMIT**

WHEREAS, the Board of Directors has adopted the proposed 2017/18 Budget as recommended by the Board of Directors in accordance with Section 29064 of the Government Code, State of California; and,

WHEREAS, the Board of Directors has completed the Budget Hearings as required by Sections 29080 and 29081 of the Government Code, State of California; and

WHEREAS, it is the desire of the Board of Directors to approve the Final 2017/18 Fiscal Year Budget as referenced for the Monte Rio Fire Protection District.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Directors of the Monte Rio Fire Protection District does hereby adopt the 2017/18 Fiscal Year Final Budget, in the amount of \$444,444; and,

NOW THEREFORE, BE IT FURTHER RESOLVED, that the Board of Directors of the Monte Rio Fire Protection District does hereby set the 2017/18 Appropriations Limit for the District, pursuant to Article XIII of the Constitution of the State of California, and using the factors as determined by the Sonoma County Auditor's Office (specifically the California Per Capita Income growth of 1.0369% and the local population growth of 1.0050%), the limit shall be set at \$512,660.00.

The foregoing resolution was introduced by Director _____, who moved to waive the first reading and adopt the Resolution, and seconded by Director _____, and adopted by the Board of Directors of the Monte Rio Fire Protection District of Sonoma County, on the twelfth day of September, 2017, on a roll call vote of the members of said Board as follows:

Director Wikle	_____
Director Casini	_____
Director Kokalis	_____
Director Fein	_____
Director Dale	_____

AYES:

NOES:

ABSENT OR NOT VOTING:

WHEREUPON, the Board President declared the above and foregoing resolution adopted, and

SO ORDERED.

/s/ _____
Ken Wikle, President of the Board

Date: _____

/s/ _____
Dan Fein, Vice President of the Board

DRAFT

Monte Rio Fire Protection District
Profit & Loss Budget Overview
 July 2017 through June 2018

	Jul '17 - Jun 18
Income	
10 · Tax Revenue	
1000 · Property - CY Secured	439,033
1008 · RDA Increment	-166,000
1014 · RDA Pass Through	49,498
1017 · Residual - RPTTF	60,000
1020 · Supplemental Prop Taxes - CY	8,550
1040 · Property - CY Unsecured	15,833
1060 · Property - PY Secured	-171
1080 · Supplemental Prop Taxes - PY	-35
1100 · Property - PY Unsecured	655
	407,362
Total 10 · Tax Revenue	407,362
20 · Intergovernmental Revenues	
2440 · State HOPTR	4,570
2470 · Timber Yield Tax	51
2490 · State - Other In-lieu tax	11
2510 · Equip Rental	0
2970 · RDA Asset Distribution	0
	4,631
Total 20 · Intergovernmental Revenues	4,631
40 · Miscellaneous Revenues	
4040 · Misc. Income	55
4102 · Donations/Grants	500
4105 · Interest Income	4,281
4200 · Other Revenue	0
	4,836
Total 40 · Miscellaneous Revenues	4,836
Total Income	416,829
Gross Profit	416,829
Expense	
50 · Payroll Expenses	
5910 · Permanent Positions	16,000
5911 · Extra Help	20,000
5922 · Payroll Taxes	2,950
5940 · Workers' Compensation	5,759
50 · Payroll Expenses - Other	0
	44,709
Total 50 · Payroll Expenses	44,709
60 · Services/Supplies	
6021 · Clothing/Personal	3,776
6022 · Safety Clothing - PPE	7,065
6040 · Communications	8,504
6080 · Household Expense	793
6100 · Insurance	20,000
6140 · Maint - Equipment	0
6180 · Maint. - Building	19,200
6280 · Membership/Subscriptions	1,846
6400 · Office Expense	1,520
6300 · Amador Contract Dept of Forestr	
6310 · Contract Expense	180,000
6330 · Reimbursements	0
6300 · Amador Contract Dept of Forestr - Other	0
	180,000
Total 6300 · Amador Contract Dept of Forestr	180,000
6461 · Supplies	2,523
6500 · Professional Services	2,191
6521 · County Services	3,510

12:40 PM

08/18/17

Accrual Basis

**Monte Rio Fire Protection District
Profit & Loss Budget Overview
July 2017 through June 2018**

	<u>Jul '17 - Jun 18</u>
6526 · Dispatch Services	
6527 · Reimbursement	-15,492
6526 · Dispatch Services - Other	15,490
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Total 6526 · Dispatch Services	-2
6587 · LAFCO	853
6630 · Audit/Accounting	9,754
6820 · Lease - Fire Truck	0
6830 · Lease - SB	0
7060 · Board Expense	0
7120 · Training-In-Service	8,912
7201 · Gas/Oil	14,007
7300 · Transportaion/Travel	0
7320 · Utilities	7,784
7330 · Maint - Creekside JPA	2,500
7490 · Reconciliation Discrepancies	0
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Total 60 · Services/Supplies	294,735
85 · Capital Assets	
8520 · Fixed Assets - Bldgs	40,000
8560 · Fixed Assets - Equipment	65,000
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Total 85 · Capital Assets	105,000
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Total Expense	444,444
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Net Income	<u><u>-27,615</u></u>

**RESOLUTION #17/18-02
DATED: September 12, 2017**

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTE RIO FIRE PROTECTION DISTRICT
OF SONOMA COUNTY DECLARING ENGINE 5479 SURPLUS PROPERTY**

WHEREAS, the Board of Directors finds that the below listed equipment is surplus property; and

WHEREAS, the Board of Directors authorizes the Chief to sell said equipment and remove it from the fixed assets ledger.

Surplus Property: 2001 Peterbuilt Engine 5479

The foregoing resolution was introduced by Director _____, who moved to waive the first reading and adopt the Resolution, and seconded by Director _____, and adopted by the Board of Directors of the Monte Rio Fire Protection District of Sonoma County, on the twelfth of September, 2017, on a roll call vote of the members of said Board as follows:

Director Wikle _____
Director Casini _____
Director Kokalis _____
Director Fein _____
Director Dale _____

AYES:

NOES:

ABSENT OR NOT VOTING:

WHEREUPON, the Board President declared the above and foregoing resolution adopted, and

SO ORDERED.

/s/ _____
Ken Wikle, President of the Board

Date: _____

/s/ _____
Dan Fein, Vice President of the Board

Date: _____