

MONTE RIO FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Monday, February 17, 2020 6:00 PM
Monte Rio Community Center ~ 20488 Hwy. 116, Monte Rio, CA

AGENDA

1. CALL TO ORDER
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. December 16, 2019 Regular Board Meeting
 - b. January 8, 2020 Special Board Meeting
 - c. February 17, 2020 Special Board Meeting
5. CORRESPONDENCE
6. NEW BUSINESS
 - a. Selection of Officers *(Discussion, possible Action Item)*
 - b. Approve the Final Audit for FY 18-19 *(Action Item)*
 - c. LAFCO – position of Alternate Special District Representative to the Sonoma County Redevelopment Agency Oversight Board (RDAOB) *(Action Item)*
 - d. Appointment Process to fill vacant Director position *(Discussion Item, possible Action Item)*
 - e. Funding & Maintenance of Warning Signs *(Discussion Item, possible Action Item)*
7. OLD BUSINESS
 - a. Consideration of approval of Resolution terminating the Agreement and dissolving the Creekside Wastewater Authority. *(Action Item)*
 - b. Hiring Paid Staff *(Action Item)*
8. TREASURER’S REPORT - Director Cahn *(Discussion/Action Item)*
9. CHIEF’S REPORT
10. PRESIDENT’S REPORT

11. DIRECTOR'S REPORT
12. SECRETARY/CLERK'S REPORT
13. ADJOURNMENT

Accessible Meeting Information

The Monte Rio Community Center meeting room is accessible to persons using wheelchairs and other assistive mobility device.

Please make your requests for documents in alternative format (large font or Braille) or additional accommodations such as sign language interpretation or real-time captioning to District Administrative Staff, Tiffanie Palmer at (707) 823-1089 (Voice), call **711 for the free Telecommunications Relay Service**, or e-mail tiffaniepalmer@goldridgefire.org.

Requesting accommodations at least 72 hours prior to the meeting will help to ensure availability.

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

CERTIFICATION OF POSTING

I certify that I posted a copy of the foregoing agenda at the regular meeting place of the Board of Directors of the Monte Rio Fire Protection District at least 72 hours in advance of the meeting of the Board of Directors. (Government Code Section 54954.2).

/s/ _____

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

Monday, December 16, 2019 6:00 p.m.

Monte Rio Community Center – 20488 Hwy. 116, Monte Rio, CA 95462

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 Dan Fein at 6:00PM. Roll Call of Directors: Dan Fein, Tim Cahn and Paul Casini. Director Absent: Tim Parker & Josh Dale.
2. **APPROVAL OF AGENDA** – Motion to approve as written: Paul Casini, seconded by Tim Cahn VOTE [3,0,1].
3. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – None
4. **APPROVAL OF MINUTES**
 - a. November 18, 2019 Regular Board Meeting – Motion to approve Paul Casini seconded by Tim Cahn VOTE [3,0,1].
5. **CORRESPONDENCE** – Email to LAFCO from Director Dan Fein
6. **NEW BUSINESS**
7. **OLD BUSINESS**
 - a. Consideration of determination of vacancy of Director position of Director Tim Parker pursuant to California Government Code section 1770(g). Director Tim Cahn motioned to approve the removal of Director Tim Parker and declare vacancy of this position, this was seconded by Director Dan Fein. VOTE [3,0,1].
 - b. Low Value Parcels – with the legal counsel from Bill Adams and he stated that the only way to exempt low value parcels was to bring the measure back to the voters on the May mail in ballot with an amendment to exclude low value parcels. There was public comment about how other agencies went through the exemption process. Director Dan Fein motioned to approve putting the amendment on the Ballot as well as concurrently doing more research to see if there is another way to exempt low value parcels, this was seconded by Director Paul Casini VOTE [3,0,1].
 - c. Consideration of Approval of Resolution terminating the Agreement and dissolving the Authority – This was discussed on how to achieve the dissolution and who would take over the wastewater management afterwards. A resolution will need to be drafted by both agencies.
 - d. Sphere of Influence Adjustments. Still needs a decision whether to go along with SOI or oppose going into Sonoma County Fire District or explore other agencies.
 - e. Hiring Paid Staff – received 2 proposals from other agencies and still awaiting one from Sonoma County Fire District. Once all proposals and details are received, a decision can be made.

- f. Policy Ad-Hoc Committee Report Discussion – Will continue this discussion later, possibly February to go over policies.
- g. Consolidation Ad Hoc Committee – there was discussion of possible options and the more favorable option was to go with Gold Ridge. There will be more discussion of this before a decision is made.

8. TREASURER'S REPORT

- a. Nothing to report

9. CHIEF'S REPORT – Chief Baxman

- a. 809 calls to date.
- b. Busiest year
- c. ¼ of the calls have been out of district

10. PRESIDENT'S REPORT

- a. New website is up and running

11. DIRECTOR'S REPORT

- a. Nothing to report

12. SECRETARY/CLERK REPORT

- a. Nothing to report

13. ADJOURNMENT – Motion to approve: Director Dan Fein seconded by Director Paul Casini. VOTE [3,0,1] The Board was adjourned at 7:51 PM

MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

/s/ _____ President Fein

/s/ _____ Director Casini

/s/ _____ Director Dale

/s/ _____ Director Parker

/s/ _____ Director Cahn

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

Wednesday, January 8, 2020 6:00 p.m.
Monte Rio Community Center – 20488 Hwy. 116, Monte Rio, CA 95462

MINUTES

1. **CALL TO ORDER** – The special meeting of the Board of Directors of the Monte Rio Fire Protection District was called to order by President Dan Fein at 6:01PM. Roll Call of Directors: Dan Fein, Tim Cahn, Paul Casini and Josh Dale.

2. **APPROVAL OF AGENDA** – Motion to approve as written: Paul Casini, seconded by Tim Cahn
VOTE.

3. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – None

4. **CORRESPONDENCE** – Resolution Request and Proposed Resolution from Michele McDonell. There was discussion about the information received, all board members agreed that they appreciate the work that was put into it and agreed that Dan Fein would respond to the email received.

5. **NEW BUSINESS**
 - a. Low Value Parcel Tax Exemptions – Prepare for Ballot Measure to be placed on the May 2020 Ballot – went over the information provided by Bill Adams and with the minor edits suggested by Director Tim Cahn, all agreed to move forward with the Resolutions and Ordinance. There were questions on how the refund process would work if the measures pass; Bill agreed to come to the Regular Board Meeting on the 20th and bring the information.

6. **ADJOURNMENT** – Motion to approve: Director Dan Fein seconded by Director Josh Dale. The Board was adjourned at 6:135PM

MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

/s/ _____ President Fein

/s/ _____ Director Casini

/s/ _____ Director Dale

/s/ _____ Director Cahn

**MONTE RIO FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING & PUBLIC HEARING**

Wednesday, February 5, 2020 6:00 p.m.

Monte Rio Community Center – 20488 Hwy. 116, Monte Rio, CA 95462

MINUTES

1. **CALL TO ORDER** – The special meeting of the Board of Directors of the Monte Rio Fire Protection District was called to order by President Dan Fein at 6:06PM. Roll Call of Directors: Dan Fein, Tim Cahn (via Phone), Paul Casini and Josh Dale.
2. **APPROVAL OF AGENDA** – Motion to approve all items except item 7a; be tabled for the next Regular Meeting: Casini and seconded by Josh Dale.
3. **CORRESPONDENCE** – There were multiple emails received regarding Low Value Parcel and/or Contiguous Parcels. These were acknowledged and discussed.
4. **OPEN PUBLIC HEARING** – Director Dan Fein opened the public hearing at 6:10PM, there were multiple public comments made opposing the motion for the 5/5/20 election.
5. **CLOSE PUBLIC HEARING** – Director Dan Fein closed public hearing at 6:40PM.
6. **NEW BUSINESS**
 - a. Resolution and Proposed Ordinance for 5/5/20 election to amend District Ordinance 18/19-01 to exempt low value parcels (which was continued from the January 20, 2020 meeting) – Director Dan Fein does not believe it is in the best interest of the District to move forward with the election and there was loop hole found to correct the error made. During the certification of the tax roll in April, we will be able to correct to exempt Low Value Parcels/Contiguous Parcels. Director Paul Casini motioned to not approve the resolution and proposed ordinance and this was seconded by Tim Cahn.
VOTE [4,0]
7. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – None
8. **ADJOURNMENT** – Motion to approve: Director Josh Dale seconded by Director Paul Casini. The Board was adjourned at 6:52PM

MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

/s/ _____ President Fein

/s/ _____ Director Casini

/s/ _____ Director Dale

/s/ _____ Director Cahn

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Michael L. Torr
REALTOR®
Broker-Owner
CalBRE# 00558391

Michele M. McDonell, SRA
REALTOR®
Broker-Associate
CalBRE# 00901828

Lee O. Torr, Jr.
1903-1968

Claire F. Torr
1900-1968

Lee O. Torr III
1926 - 2005

Lee O. Torr IV
1979-2011 (retired)

Board of Directors
Monte Rio Fire Protection District
Monte Rio, California

February 12, 2020

Re: Measure U – Parcel Tax

Dear Board:

We are grateful for the decision made at the 2/5/2020 meeting to eliminate the option for an election to resolve for the low value parcel issue. Our expectation is the board will provide either a resolution or declarative process for the next steps at the 2/17/2020 meeting a) for refunding monies to property owners who have paid for low value parcels, b) to confirm if the tax collector will be notified before the second installment due date or if a refund process will begin after the second installment due date; and c) indicate how this certification can accommodate the specific requests from taxpayers for contiguous or complexly configured or classified parcels.

A review of the inquiries made to the District for contiguous parcel relief since October 2019, indicates a possible tax relief request of approximately \$1,300. While there might be more requests after the public becomes aware of how the low value parcels issue was remedied, even double that amount would be well worth the District's consideration in terms of renewing public trust. The District has determined they can negotiate with a taxpayer based on the MOU precedent set in April 2019.

On behalf of our family, we appreciate those who serve the District in volunteer and leadership positions. And, we look forward to resolve for the concerns in the parcel tax inequities that we believe were unintended in the passing of Measure U.

Respectfully,

Michele McDonell
On behalf of Torr Family properties

CC: Michael L. Torr (electronic delivery)

160 Wikiup Drive, Suite 201, Santa Rosa, CA 95403 (707)526-7872
21482 Moscow Road, Monte Rio, CA (707)865-2182

*No mail delivered to Monte Rio address
please use Santa Rosa address for correspondence*

SONOMA LOCAL AGENCY FORMATION COMMISSION

111 SANTA ROSA AVENUE, SUITE 240, SANTA ROSA, CA 95404

(707) 565-2577

www.sonomalafco.org

January 6, 2020

To: Chair and Clerk of the Board of:

Cloverdale Fire Protection District	Russian River Recreation & Park District
Cloverdale Health Care District	Schell-Vista Fire Protection District
Gold Ridge Resource Conservation District	Shiloh Public Cemetery District
Marin/Sonoma Mosquito & Vector Control District	
Monte Rio Fire Protection District	Sonoma County Fire District
Monte Rio Recreation & Park District	Sonoma Resource Conservation District
Russian River Fire Protection District	Valley of the Moon Fire Protection District
	Valley of the Moon Water District

Subject: Selection of Alternate Special District Representative to the Countywide
Redevelopment Agency Oversight Board

Dear District Chair:

This letter is being sent to you as an invitation to your district to nominate a member of your board of directors for the position of Alternate Special District Representative to the Sonoma County Redevelopment Agency Oversight Board (RDAOB).

In 2011, the State of California dissolved redevelopment agencies throughout the State and created redevelopment agency oversight boards as successor agencies. As of July 1, 2018, these boards were generally consolidated into a single oversight board per county.

One member of the RDAOB can be appointed by the independent special district selection committee, where the Committees exist; the Committee is comprised of the presiding officer, or his or her designee, of every independent special district under the "umbrella" of the local agency formation commission (LAFCO). When no Committee exists or when it is not feasible for the Committee to meet, state law allows LAFCO staff to manage the business of the Committee by mail. This is typically the process in place in Sonoma County.

Sonoma LAFCO used this process at the end of 2017 for selection of the special district representative to the RDAOB. One person – Nance Jones, from the Russian River Fire Protection District – was nominated, and, in that she was the only candidate, pursuant to state law, Ms. Jones was deemed the Special District Representative to the RDAOB.

Current Request

At this time, the RDAOB is seeking Alternate representation for the member categories that

comprise the Board, so as to better assure that a quorum can be reached at Board meetings, if a primary appointee cannot attend or must abstain from voting.

As a result, Sonoma LAFCO is initiating a nomination process for selection of the Alternate Special District Representative to the RDAOB.

Although more than 40 independent special districts operate in the County pursuant to the LAFCO law, the California Health and Safety Code limits eligibility on the RDAOB to those special districts that have territory in the jurisdiction of a former RDA and have been eligible to receive property tax residual for the Redevelopment Property Tax Trust Fund. These districts include those listed at the beginning of this letter.

Process to Select Alternate Special District Representative to Sonoma County RDAOB

The process will consist of nomination and election periods.

Nominations

- Boards of directors of the listed districts may nominate any board member as a candidate for the RDAOB Alternate Special District Representative position. An extended nomination period has been scheduled.
- Candidates must complete the attached application and provide a current resume. Applications submitted without a resume will be considered incomplete and will not be accepted.

Elections

- After the close of the nomination period, Sonoma LAFCO will mail a ballot to each district eligible to vote for the RDAOB Alternate Special District Representative, along with copies of completed application forms, candidate resumes, and voting instructions, so that a mail-in ballot election can be conducted.
- For the election to be valid, a quorum of at least of eight (8) of the special districts listed above must submit valid ballots. The candidate receiving the most votes will be elected.

Schedule

The following table shows the schedule for the mail ballot nomination and election process:

Monday	January 6, 2020	Start of Nomination Period: Letter Sent to Eligible Special Districts
Tuesday	February 18, 2020	End of Nomination Period: Sonoma LAFCO must receive nomination materials by 5:00 p.m.
Monday	February 24, 2020	Start of Voting Period: Ballots Mailed to Eligible Districts
Monday	March 30, 2020	End of Voting Period: Sonoma LAFCO must receive ballots by 5:00 p.m.
Thursday	April 2, 2020	Ballots Counted; Results Announced; Districts Notified

Note: If only one candidate is nominated, pursuant to state law, that candidate will be deemed elected, and no ballot will be mailed out; no election will take place.

E-mail Instead of U.S. Mail

State law allows provision of ballot materials from LAFCO and response from a district by electronic mail, with the prior concurrence of the presiding officer of the district or his or her alternate as designated by the governing body.

If your district would allow receipt of a ballot and associated materials by email and would want to remit your ballot by email, please notify me at carole.cooper@sonoma-county.org by the end of the nomination period of February 18, 2020.

Sonoma LAFCO encourages your district to consider submitting a nomination for the Alternate Special District Representative to the Sonoma County RDA Oversight Board before February 18, 2020.

If you have any questions about the position or the process, please contact Sonoma LAFCO staff at (707) 565-2577, Monday – Thursday, between 8:00 a.m. – 5:00 p.m.

Sincerely,



Carole Cooper
Assistant Executive Officer

Attachment

SONOMA LOCAL AGENCY FORMATION COMMISSION

111 SANTA ROSA AVENUE, SUITE 240, SANTA ROSA, CA 95404

(707) 565-2577

www.sonomalafco.org

APPLICATION FOR ALTERNATE SPECIAL DISTRICT REPRESENTATIVE TO SONOMA COUNTY REDEVELOPMENT AGENCY OVERSIGHT BOARD

This application has been designed to provide pertinent information about each candidate applying for the position of Alternate Special District Representative to the Sonoma County Redevelopment Agency Oversight Board. Please read the application carefully and type your responses or print in black or blue ink. An electronic version is available online at www.sonomalafco.org

Note: Any candidate for this position must be a member of the board of directors of eligible districts listed at the end of the application.

Date Submitted: _____

Name: _____

Street Address, City, Zip Code: _____:

Telephone(s): _____

Email: _____

Name of District You Represent: _____

Date of Most Current Election/Appointment: _____

Date Term Expires: _____

Total Years with District: _____

Total Years Associated with Government/ Community Service: _____

List any other agencies/special districts with which you have been or are currently involved:

List any community service activities including names of organizations and dates of service:

SONOMA LOCAL AGENCY FORMATION COMMISSION

Please explain why you want to serve as an alternate member on the Sonoma County Redevelopment Agency Oversight Board.

*Eligible districts include: Cloverdale Fire Protection District, Cloverdale Health Care District, Gold Ridge Resource Conservation District, Marin-Sonoma Mosquito & Vector Control District, Monte Rio Fire Protection District, Monte Rio Recreation & Park District, Russian River Fire Protection District, Russian River Recreation & Park District, Sonoma County Fire District, Sonoma Resource Conservation District, Schell-Vista Fire Protection District, Shiloh Public Cemetery District, Valley of the Moon Fire Protection District, Valley of the Moon Water District



EXECUTION OF AGREEMENT FOR SERVICES:

AGREEMENT BETWEEN DENNIS ROSATTI OF ROSATTI CONSULTING, OR RC, THE CONSULTANT, WITH OFFICES LOCATED AT 1142 VILLAGE WAY, SEBASTOPOL, CA 95472, AND MONTE RIO FIRE PROTECTION DISTRICT, OR MRFPD, THE CLIENT, WITH OFFICES LOCATED IN 9870 MAIN ST., MONTE RIO, CA 95462.

The primary purpose of this Agreement is to secure the services of Rosatti Consulting to assist Client with public outreach and public affairs, including constituent communications, educational materials production and public engagement, supporting the MRFPD and its potential upcoming ballot measure in May of 2020. RC will work with the MRFPD team on strategic and tactical design and implementation of a public outreach and communications plan, that will engage constituents and stakeholders to inform them about the challenges facing the district and the solutions that could be provided from a legislative ballot item. We will look at a direct mail piece to district residents to inform them of the details surrounding the proposed measure, but we will not tell them to vote "yes" or "no" per legal requirements preventing election influence by the sponsoring district. The term of service for consulting will begin on or before February 5th, 2020, and terminate at the discretion of the signed parties, with proper notice given as described below.

Description of Services Delivered:

- 1) Develop public presentation and messaging points for the District.
- 2) Consult with the District on preparation of Ballot Measure argument.
- 3) Guidance on stakeholder outreach.
- 4) Guidance on media and public relations.
- 5) Handle all aspects of direct mail- content, creative, design, delivery. Produce one piece of Direct Mail to all residents of the District educating them on the issues relating to the potential ballot measure.
- 6) Work with MRFPD to develop strategy, messaging, public engagement, and coordination toward successful ballot measure communications with the public.

Payment for Services Rendered

Rosatti Consulting Fee and Length of Contract, will apply for the length of this agreement until otherwise negotiated and agreed to by both parties.

Payment as detailed below shall be paid by Client to RC on a monthly basis before, or on the 10th of the month, starting in February 2020, to reflect work performed in the month of payment, as well as any overage from the preceding month, and so on through the length of the contract. Payment will be used to draw funds as hours are worked, and funds not drawn down carry over to the next month as a balance. Hourly rate is set at \$175/hour. Time will be tracked against retainer(s) on a quarter hour basis.

Payment schedule for work performed in 2020 is as follows:

February- April 2020

\$5,000.00 retainer

Denny Rosatti • 707.495.9735 • drosatti@yahoo.com
1142 Village Way, Sebastopol, California 95472

Reimbursement of Costs

Additional costs for expenses incurred in the course of the project campaign will be reimbursed. Expenses for travel, meals, additional professional services, and other expenses are passed to the Client at cost plus a 10% administration fee. Rosatti Consulting will not incur any additional expenditure over \$250 without written authorization from the Client. Mileage is charged to the Client at the approved IRS mileage reimbursement rate, for travel outside of Sonoma County. Such expenses are due at the following invoice payment period.

Prepayment of Expenses

If prepayment is required by a vendor (as is customary for services including but not limited to printing, postage, mailing services and purchase of voter lists), Client will be responsible to make advance payment to RC or vendor.

Client Responsibility

Client agrees to provide RC all the information and support necessary for it to complete its responsibilities as outlined in this agreement.

Independent Contractor Status

Both Client and RC agree that RC will act as an independent contractor in the performance of duties under this Agreement. Accordingly, RC shall be responsible for payment of all taxes, including Federal, State and local taxes arising out of its activities, including but not limited to Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fee as required.

RC may, at its own expense, use any employees or subcontractors, as it deems necessary to perform the services required of it by this agreement. Client may not control, direct or supervise Contractor's employees or subcontractors in the performance of those services.

The Client will not provide office space or standard tools of the trade to RC at any time during the term of this agreement.

Confidentiality

RC agrees that it will treat any information received from the Client during the performance of this Agreement, which is not already publically available, in full confidence. RC agrees to take all reasonable precautions to prevent any unauthorized disclosure of any confidential information, and to protect the Client's confidential information with the same diligence that RC takes to protect its own confidential information.

All information obtained by RC in the performance of services will not be used for the benefit of RC, or disclosed to any third party, except as may be necessary in order to perform services pursuant to this agreement.

This clause shall survive termination of this Agreement, regardless of the reason for termination.

Promotional Materials and Publicity

Client agrees that RC shall have the right to use the Client's name and the Logo on its web site and in promotional materials that may be produced to secure future business by RC.

This clause shall survive termination of this Agreement, regardless of the reason for termination.

Termination of Contract

Either Client or RC may terminate this Agreement in writing by providing 15-days written notice. In such case, if services have been provided by RC in advance of payment, Client agrees to pay RC the due amount at termination of this agreement. If Client has made payment to RC in advanced of services being provided by RC, RC agrees to reimburse Client accordingly.

General Terms & Conditions

This Agreement shall not be assigned by either party without prior written approval.

This Agreement constitutes the entire agreement between the parties. Any prior agreements, promises, negotiations or representations not expressly set forth in this contract are of no force or effect. Any changes to this Agreement shall be in writing and signed by both parties.

If any part of this contract is deemed to be invalid by any court or arbitration, that part will become null and void. The balance will continue to have full force and effect.

This agreement is to be interpreted based on the laws of the State of California.

Acceptance

Both parties accept the terms and conditions of this agreement.

Dan Fein
Monte Rio Fire Protection District,
Board President

Dennis Rosatti
Rosatti Consulting, Principal

Date

Date

RESOLUTION NO.: 000434
DATED: February 10, 2020

JOINT RESOLUTION OF THE BOARDS OF DIRECTORS OF THE MONTE RIO FIRE PROTECTION DISTRICT AND THE MONTE RIO RECREATION AND PARKS DISTRICT TO RESCIND THE JOINT POWERS AGREEMENT ESTABLISHING THE CREEKSIDE WASTEWATER AUTHORITY AND DISSOLVE THE AUTHORITY.

WHEREAS, effective on September 1, 2013, the Boards of Directors of the Monte Rio Fire Protection District (MRFPD) and the Monte Rio Recreation and Parks District (MRRPD) executed a Joint Powers Agreement (JPA) that established the Creekside Wastewater Authority (Authority); and

WHEREAS, MRFPD and MRRPD, as the only parties to the JPA, desire to rescind the JPA and dissolve the Authority, pursuant to Section 12 of the JPA; and

WHEREAS, Section 12 of the JPA requires a unanimous vote of all parties to JPA in order to rescind the JPA and dissolve the Authority; and

WHEREAS, upon dissolution of the Authority, Section 12 of the JPA requires remaining assets and liabilities be apportioned amongst the parties according to the relative assessments paid by those parties, exclusive of late charges, from the inception of the JPA to the point of termination;

NOW, THEREFORE, THE BOARDS HEREBY FIND, RESOLVE AND ORDER THE FOLLOWING:

1. The Boards of MRFPD and MRRPD find and declare that the Joint Powers Agreement establishing the Creekside Wastewater Authority is rescinded and the Authority is dissolved upon apportionment of the assets and liabilities of the Authority.
2. Upon adoption of this Joint Resolution by both parties, ownership of the Authority wastewater system shall transfer to, and thereafter be owned and operated by, MRRPD. All assets and liabilities of the Authority shall be apportioned to MRRPD.
3. MRFPD and MRRPD shall each continue to pay an annual assessment of \$2,500.00 for operations and maintenance of the Authority wastewater system.
4. Within 60 days after adoption of this Joint Resolution, MRFPD and MRRPD shall meet to address and mutually agree on any remaining operational, future development or other issues related to the Authority wastewater system.

THE FOREGOING JOINT RESOLUTION was introduced at a regular meeting of the Board of Directors of the Monte Rio Fire Protection District on _____ by Director _____, who moved its adoption, seconded by Director _____, and ordered adopted by the following vote:

President	_____	_____
Director	_____	_____
Director	_____	_____
Director	_____	_____
Director	_____	_____

AYES: _____ **NOES:** _____ **ABSENT OR NOT VOTING:** _____

WHEREUPON, the President declared the foregoing resolution adopted, and **SO ORDERED**.

By: _____ By: _____
President of the Board Secretary/Clerk of the Board

THE FOREGOING JOINT RESOLUTION was introduced at a regular meeting of the Board of Directors of the Monte Rio Recreation and Parks District on February 10, 2020 by Chair Steve Baxman; moved for adoption by Director Jean Sasso, seconded by Director Marina McTaggart, and adopted by the following roll call vote:

Chair	<u>Stephen K. Baxman</u>	<u>aye</u>
Director	<u>Jean Sasso</u>	<u>aye</u>
Director	<u>Marina McTaggart</u>	<u>aye</u>
Director	<u>Paul DuBray</u>	<u>aye</u>
Director	<u>Linda Santa Cruz</u>	<u>aye</u>

AYES: 5 **NOES:** _____ **ABSENT OR NOT VOTING:** _____

WHEREUPON, the Chair declared the foregoing resolution adopted, and **SO ORDERED**.

By: _____ By: _____
Chair of the Board Secretary/Clerk of the Board

**Monte Rio Fire Protection District
Bank Accounts Register
As of January 31, 2020**

10:27 AM
02/12/20
Accrual Basis

Type	Date	Num	Name	Memo	Spfit	Debit	Credit	Balance
105 - Community First Operating								
Transfer	01/02/2020				106 - Community Fi...		550,000.00	818,572.41
Check	01/02/2020	9343	Gold Ridge Fire Protection ...	Funds Transfer	-SPLIT-		1,932.42	268,572.41
Check	01/02/2020	9344	S.K. Baxman	NOV19-ADMIN	7201 - Gas/Oil		81.38	266,639.99
Check	01/02/2020	9345	BUSINESS CARD		0485 - Bank of Ame...		353.90	266,558.61
Bill Pmt -Check	01/02/2020	9346	AT&T - Station 1	707 865 2067 360-8	20000 - Accounts P...		767.15	265,437.56
Bill Pmt -Check	01/02/2020	9347	PG&E - Jenner 316-8	0684318316-8	20000 - Accounts P...		10.60	265,426.96
Bill Pmt -Check	01/02/2020	9348	River Auto Parts	25151	20000 - Accounts P...		19.56	265,407.40
Bill Pmt -Check	01/02/2020	9349	Webhelper.com	Januray 2020 Monthly Dues	20000 - Accounts P...		215.00	265,192.40
Bill Pmt -Check	01/02/2020	9350	WEX BANK	0405-00-865174-7	20000 - Accounts P...		1,615.28	263,577.12
Bill Pmt -Check	01/02/2020	9351	AT&T - Station 2	707 865-2395 485 6	20000 - Accounts P...		223.24	263,353.88
Bill Pmt -Check	01/02/2020	9352	PG&E - Sta 1-632-2	3059738632-2	20000 - Accounts P...		318.28	263,035.60
Bill Pmt -Check	01/06/2020	9353	PG&E - Sta 2-062-1	3309316062-1	20000 - Accounts P...		77.63	262,957.97
Bill Pmt -Check	01/06/2020	9354	AT&T - Circuit	195210871	20000 - Accounts P...		73.45	262,884.52
Bill Pmt -Check	01/06/2020	9355	Ferrellgas - Sta 1-345	50106345	20000 - Accounts P...		645.90	262,238.62
Bill Pmt -Check	01/06/2020	9356	Fire Agencies Self Insuran...	FY 16/17 Financial Audit	20000 - Accounts P...		1,896.00	260,342.62
Bill Pmt -Check	01/06/2020	9357	Larry Bain, CPA	14612	20000 - Accounts P...		65.00	254,442.62
Bill Pmt -Check	01/06/2020	9358	Samba Safety	971310118-00001	20000 - Accounts P...		73.94	254,303.68
Bill Pmt -Check	01/06/2020	9359	Verizon	50106383	20000 - Accounts P...		82.82	254,220.86
Bill Pmt -Check	01/06/2020	9367	Ferrellgas - Sta 2-383	Deposit	20000 - Accounts P...	8,477.30		262,698.16
Deposit	01/07/2020			Incident # MEU2018008646 Firefi...	-SPLIT-		2,347.50	260,350.66
Bill Pmt -Check	01/10/2020	9368	Medstar Ambulance of Me...	0684318316-8	20000 - Accounts P...		10.07	260,340.59
Bill Pmt -Check	01/10/2020	9369	PG&E - Jenner 316-8	February 2020 Monthly Dues	20000 - Accounts P...		215.00	260,125.59
Bill Pmt -Check	01/10/2020		Webhelper.com	December 2019	6500 - Professional ...		280.90	259,844.69
Check	01/15/2020		Innovative Business Soluti...	December 2019 PR Taxes	-SPLIT-		2,323.85	257,520.84
Check	01/15/2020	50176	Innovative Business Soluti...	PR December 2019 DD	-SPLIT-		1,384.76	256,136.08
Check	01/15/2020	50177	Steven T Ashdown	December 2019 Stipend	5913 - Stipend		2,320.84	253,815.24
Check	01/15/2020	50178	Kaitlyn N. Henry	December 2019 Stipend	5913 - Stipend		1,165.91	252,649.33
Check	01/15/2020	50179	Klayton Kaasch	December 2019 Volunteer	5911 - Volunteer Pay		22.70	252,626.63
Check	01/15/2020	50180	Kyle Kaasch	December 2019 Volunteer	5911 - Volunteer Pay		41.56	252,585.07
Check	01/15/2020	50181	Thomas Kluczewski	December 2019 Stipend	5911 - Volunteer Pay		27.70	252,557.37
Check	01/15/2020	50182	Brian Lovett (2)	December 2019 Volunteer	5911 - Volunteer Pay		41.56	252,515.81
Check	01/15/2020	50183	Cole McCue	December 2019 Volunteer	5913 - Stipend		265.96	252,460.40
Check	01/15/2020	50184	Dave J. Pelzer	December 2019 Stipend	5913 - Stipend		690.47	252,194.44
Check	01/15/2020	50185	Matthew Simmons	December 2019 Stipend	5913 - Stipend		1,798.00	249,705.97
Bill Pmt -Check	01/20/2020	9360	Bodega Bay Fire Protectio...	ID #180	20000 - Accounts P...		199.24	249,506.73
Bill Pmt -Check	01/20/2020	9361	CSDA	2309453	20000 - Accounts P...		1,421.00	248,085.73
Bill Pmt -Check	01/20/2020	9362	Enhanced Communication...	VOID: 50106345	20000 - Accounts P...		18.57	248,067.16
Bill Pmt -Check	01/20/2020	9363	Ferrellgas - Sta 1-345	35002300	20000 - Accounts P...		2,791.50	245,275.66
Bill Pmt -Check	01/20/2020	9364	Merrill, Arnone & Jones, LLP	VOID: 50106383	20000 - Accounts P...		87.70	245,187.96
Bill Pmt -Check	01/20/2020	9365	Sweetwater Springs Water ...	3309316062-1	20000 - Accounts P...		74.30	245,113.66
Bill Pmt -Check	01/20/2020	9366	Ferrellgas - Sta 2-383					
Bill Pmt -Check	01/24/2020	9370	PG&E - Sta 2-062-1					
Total 105 - Community First Operating								
						8,477.30	581,936.05	245,113.66
106 - Community First Money Market								
Transfer	01/02/2020			Funds Transfer	105 - Community Fi...			157,533.38
Deposit	01/31/2020			Interest	4105 - Interest Inco...	550,000.00		707,533.38
						233.75		707,767.13
Total 106 - Community First Money Market								
						550,233.75		707,767.13

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Monte Rio Fire Protection District
Bank Accounts Register
As of January 31, 2020

02/12/20

Accrual Basis

Type	Date	Nam	Name	Memo	Split	Debit	Credit	Balance
109 · Community First Savings Account								
Deposit	01/31/2020			Interest	4105 · Interest Inco...	64.02		301,497.32
								301,561.34
Total 109 · Community First Savings Account						64.02		301,561.34
TOTAL						558,775.07	581,936.05	1,254,442.13

Monte Rio Fire Protection District

Profit & Loss Budget vs. Actual

	Dec 19	Jan 20	Budget	\$ Over Budget	% of Budget
Income					
10 · Tax Revenue					
1000 · Property - CY Secured	259,569.77	0.00	470,000.00	-210,430.23	55.23%
1001 · Direct Charges - CY	304,921.64	0.00	556,395.00	-251,473.36	54.8%
1008 · RDA Increment	-109,485.83	0.00	-200,000.00	90,514.17	54.74%
1011 · SB2557 Prop Tax Admin	0.00	0.00	-4,000.00	4,000.00	0.0%
1014 · RDA Pass Through	35,922.94	0.00	70,000.00	-34,077.06	51.32%
1017 · Residual - RPTTF	78,021.19	0.00	140,000.00	-61,978.81	55.73%
1020 · Supplemental Prop Taxes - CY	1,897.03	0.00	10,000.00	-8,102.97	18.97%
1040 · Property - CY Unsecured	0.00	0.00	0.00	0.00	0.0%
1042 · CollectCost Del CY Unsecured	15,007.14	0.00	13,000.00	2,007.14	115.44%
1060 · Property - PY Secured	0.00	0.00	-80.00	80.00	0.0%
1080 · Supplemental Prop Taxes - PY	0.00	0.00	-40.00	40.00	0.0%
1100 · Property - PY Unsecured	0.00	0.00	255.00	-255.00	0.0%
10 · Tax Revenue - Other	0.00	0.00	0.00	0.00	0.0%
Total 10 · Tax Revenue	585,853.88	0.00	1,055,530.00	-469,676.12	55.5%
17 · Use of Money/Property	0.00	0.00	0.00	0.00	0.0%
20 · Intergovernmental Revenues					
2440 · State HOPTR	0.00	0.00	3,000.00	-3,000.00	0.0%
2470 · Timber Yield Tax	21.88	0.00	80.00	-58.12	27.35%
2490 · State - Other In-lieu tax	11.02	0.00	10,500.00	-10,488.98	0.11%
2500 · Intergovernmental Rev. - State	0.00	8,477.30	100,000.00	-57,354.86	42.65%
2510 · Equip Rental	0.00	0.00	0.00	0.00	0.0%
2970 · RDA Asset Distribution	0.00	0.00	0.00	0.00	0.0%
20 · Intergovernmental Revenues - Other	0.00	0.00	0.00	0.00	0.0%
Total 20 · Intergovernmental Revenues	32.90	8,477.30	113,580.00	-70,901.96	37.58%
30 · Charge for Services	0.00	0.00	0.00	0.00	0.0%
40 · Miscellaneous Revenues					
4040 · Misc. Income	0.00	0.00	0.00	5,951.00	100.0%
4102 · Donations/Grants	0.00	0.00	0.00	0.00	0.0%
4105 · Interest Income	133.64	297.77	1,000.00	292.02	129.2%
4200 · Other Revenue	0.00	0.00	0.00	0.00	0.0%
40 · Miscellaneous Revenues - Other	0.00	0.00	0.00	10,800.00	100.0%
Total 40 · Miscellaneous Revenues	133.64	297.77	1,000.00	17,043.02	1,804.3%
Total Income	586,020.42	8,775.07	1,170,110.00	-523,535.06	55.26%
Cost of Goods Sold					
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.00	0.0%
Gross Profit	586,020.42	8,775.07	1,170,110.00	-523,535.06	55.26%
Expense					
50 · Payroll Expenses					
5910 · Permanent Positions	0.00	0.00	300,000.00	-300,000.00	0.0%
5911 · Volunteer Pay	525.01	420.00	20,000.00	-14,122.37	29.39%
5913 · Stipend	8,200.79	8,767.75	150,000.00	-90,333.89	39.78%

Monte Rio Fire Protection District

Profit & Loss Budget vs. Actual

	Dec 19	Jan 20	Budget	\$ Over Budget	% of Budget
5914 · Strike Team	1,667.32	0.00	100,000.00	-74,191.96	25.81%
5922 · FICA-Retirement	679.44	569.64	26,040.00	-20,315.23	21.99%
5924 · Medicare	158.91	133.24	7,000.00	-5,661.12	19.13%
5930 · Health Insurance	0.00	0.00	40,000.00	-40,000.00	0.0%
5935 · Unemployment	203.31	248.09	18,900.00	-17,029.24	9.9%
5940 · Workers' Compensation	0.00	1,896.00	38,220.00	-32,532.00	14.88%
50 · Payroll Expenses - Other	0.00	0.00	0.00	0.00	0.0%
Total 50 · Payroll Expenses	11,434.78	12,034.72	700,160.00	-594,185.81	15.14%
60 · Services/Supplies					
6021 · Clothing/Personal	0.00	0.00	2,000.00	-2,000.00	0.0%
6022 · Safety Clothing - PPE	0.00	0.00	15,000.00	3,407.63	122.72%
6040 · Communications	315.04	18.57	10,000.00	-5,944.28	40.56%
6060 · Food	0.00	0.00	500.00	-393.45	21.31%
6080 · Household Expense	580.20	65.69	800.00	462.00	157.75%
6100 · Insurance	-419.00	0.00	23,000.00	-1,378.00	94.01%
6140 · Maint - Equipment	6,499.67	34.00	50,000.00	-26,027.14	47.95%
6180 · Maint. - Building	540.00	0.00	30,000.00	-23,384.47	22.05%
6261 · Medical Supplies	0.00	0.00	10,000.00	-10,000.00	0.0%
6280 · Membership/Subscriptions	0.00	0.00	7,000.00	-1,661.00	76.27%
6300 · Amador Contract Dept of Forestr					
6310 · Contract Expense	0.00	0.00	0.00	0.00	0.0%
6330 · Reimbursements	0.00	0.00	0.00	0.00	0.0%
6300 · Amador Contract Dept of Forestr - Other	0.00	0.00	0.00	0.00	0.0%
Total 6300 · Amador Contract Dept of Forestr	0.00	0.00	0.00	0.00	0.0%
6400 · Office Expense	1,505.00	265.00	3,000.00	-635.69	78.81%
6410 · Postage	0.00	55.00	500.00	-445.00	11.0%
6461 · Supplies	435.23	829.19	10,000.00	-6,408.28	35.92%
6500 · Professional Services	158.85	2,693.40	10,000.00	-5,792.50	42.08%
6510 · Administrative Services	1,370.57	1,827.42	16,000.00	-5,083.55	68.23%
6521 · County Services	0.00	0.00	3,200.00	-3,200.00	0.0%
6526 · Dispatch Services					
6527 · Reimbursement	0.00	0.00	0.00	0.00	0.0%
6526 · Dispatch Services - Other	0.00	0.00	0.00	0.00	0.0%
Total 6526 · Dispatch Services	0.00	0.00	0.00	0.00	0.0%
6540 · Payroll Services	0.00	0.00	12,000.00	-12,000.00	0.0%
6587 · LAFCO	0.00	0.00	1,048.00	-56.00	94.66%
6610 · Legal Services	2,791.50	3,613.50	15,000.00	-1,725.00	88.5%
6630 · Audit/Accounting	5,900.00	0.00	6,000.00	-100.00	98.33%
6634 · Bank Service Charges	1.00	0.00	100.00	-70.00	30.0%
6800 · Public/Legal Notices	0.00	0.00	250.00	-250.00	0.0%
6820 · Lease - Fire Truck	0.00	0.00	0.00	0.00	0.0%
6830 · Lease - SB	0.00	0.00	0.00	0.00	0.0%
7005 · Election Expense	0.00	0.00	0.00	0.00	0.0%
7053 · Vehicle Registration	0.00	0.00	12,500.00	-12,464.00	0.29%

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

	Dec 19	Jan 20	Budget	\$ Over Budget	% of Budget
7060 · Board Expense	0.00	0.00	100.00	2,499.89	2,599.89%
7120 · Training-In-Service	489.24	199.24	5,000.00	-3,315.32	33.69%
7201 · Gas/Oil	1,615.28	1,369.06	15,000.00	-2,203.11	85.31%
7300 · Transportaion/Travel	0.00	0.00	1,000.00	-1,000.00	0.0%
7320 · Utilities	2,406.90	1,710.71	14,000.00	-2,641.06	81.14%
7330 · Maint - Creekside JPA	0.00	0.00	2,500.00	-2,500.00	0.0%
7490 · Reconciliation Discrepancies	0.00	0.00	0.00	0.00	0.0%
7920 · Interest Expense	0.00	0.72	0.00	6.33	100.0%
60 · Services/Supplies - Other	0.00	0.00	0.00	0.00	0.0%
Total 60 · Services/Supplies	24,189.48	12,681.50	275,498.00	-124,302.00	54.88%
85 · Capital Assets					
8520 · Fixed Assets - Bldgs	0.00	0.00	0.00	0.00	0.0%
8560 · Fixed Assets - Equipment	80,000.00	0.00	0.00	80,000.00	100.0%
8590 · Fixed Assets - WIP Fire Station	0.00	0.00	0.00	0.00	0.0%
8595 · Depreciation Expense	0.00	0.00	0.00	0.00	0.0%
85 · Capital Assets - Other	0.00	0.00	0.00	0.00	0.0%
Total 85 · Capital Assets	80,000.00	0.00	0.00	80,000.00	100.0%
Total Expense	115,624.26	24,716.22	975,658.00	-638,487.81	34.56%
Net Income	470,396.16	-15,941.15	194,452.00	114,952.75	159.12%

Monte Rio Fire Protection District
Balance Sheet
As of January 31, 2020

	<u>Jan 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
105 · Community First Operating	245,113.66
106 · Community First Money Market	707,767.13
109 · Community First Savings Account	301,561.34
Total Checking/Savings	<u>1,254,442.13</u>
Accounts Receivable	
11050 · Due from Other Government	27,342.14
Total Accounts Receivable	<u>27,342.14</u>
Total Current Assets	<u>1,281,784.27</u>
TOTAL ASSETS	<u><u>1,281,784.27</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	6,367.63
Total Accounts Payable	<u>6,367.63</u>
Credit Cards	
0485 · Bank of America CC *0485	730.77
Total Credit Cards	<u>730.77</u>
Other Current Liabilities	
24000 · Payroll Liabilities	
24050 · Tax Withholding	-4,343.01
24100 · FICA	-3,057.84
24150 · Medicare	-715.15
24000 · Payroll Liabilities - Other	15,667.80
Total 24000 · Payroll Liabilities	<u>7,551.80</u>
Total Other Current Liabilities	<u>7,551.80</u>
Total Current Liabilities	<u>14,650.20</u>
Total Liabilities	14,650.20
Equity	
30000 · Opening Balance Equity	384,440.63
35200 · Unrestricted Net Assets	612,456.10
Net Income	270,237.34
Total Equity	<u>1,267,134.07</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,281,784.27</u></u>