



MONTE RIO FIRE PROTECTION DISTRICT

P.O. Box 279 • Monte Rio, CA 95462 • (707) 865-2067

Fire Chief • Steve Baxman • www.monteriofire.org

NOTICE & AGENDA OF THE
BOARD OF DIRECTORS REGULAR MEETING
Monday, January 20, 2025, 6:00 PM
Monte Rio Community Center ~ 20488 Hwy. 116, Monte Rio, CA

This meeting will be held *in person* with the *option* of zoom.

Web URL: <https://us02web.zoom.us> Meeting ID: 861 5716 0629 Passcode: 726504

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, 2024, Regular Meeting
5. CORRESPONDENCE.
6. NEW BUSINESS
7. OLD BUSINESS
 - a. Consolidation Ad Hoc Committee Report (*Discussion Item, possible Action Item*)
8. TREASURER'S REPORT
9. CHIEF'S REPORT
10. PRESIDENT'S REPORT
11. DIRECTOR'S REPORT
12. SECRETARY/CLERK'S REPORT
13. COUNSEL REPORT
14. ADJOURNMENT



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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 Herring at (707) 823-1089 (Voice), call **711 for the free Telecommunications Relay Service**, or e-mail therring@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/ _____



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BOARD OF DIRECTORS MEETING MINUTES

Monday, December 16, 2024, 6:00 p.m.

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

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 6:01PM. Roll Call of Directors: Dan Fein, Tim Cahn, Sara Paul, Kari Morrissey, and Rhian Miller.
2. **APPROVAL OF AGENDA** – Motion to approve agenda as presented by Kari Morrissey and seconded by Rhian Miller.
3. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – None.
4. **APPROVAL OF MINUTES**
 - a. November 18, 2024, Special Meeting – Motion to approve by Kari Morrissey and seconded by Rhian Miller
5. **CORRESPONDENCE** – Email from President Dan Fein regarding RDA property taxes.
6. **OLD BUSINESS**
 - a. Consolidation Ad Hoc Committee Report – a draft copy of the application of reorganization was given before the meeting. It was discussed and there were no issues found.
7. **NEW BUSINESS**
8. **TREASURER'S REPORT**
 - a. Reviewed and discussed financials.
9. **CHIEF'S REPORT** – Chief Baxman
 - a. 1137 calls to date.
10. **PRESIDENT'S REPORT**
 - a. Nothing to report.
11. **DIRECTOR'S REPORT**
 - a. Nothing to report.
12. **SECRETARY/CLERK REPORT**
 - a. Nothing to report.



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13. COUNSEL REPORT

- a. Nothing to report.

14. **ADJOURNMENT** – The Board adjourned at 6:16PM. The next meeting will be held on Monday, January 20, 2025 .

Minutes respectfully submitted by:

Tiffanie Herring

Monte Rio Fire Protection District
Bank Accounts Register
As of December 31, 2024

10:10 AM
01/14/25
Accrual Basis

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
200 - Summit State Bank *0784								
Bill Pmt -Check	12/02/2024	11317	Ferrellgas - Sta 1-345	50106345	20000 · Accounts ...		461.48	222,354.91
Bill Pmt -Check	12/02/2024	11318	Ferrellgas - Sta 2-383	50106383	20000 · Accounts ...		42.92	221,893.43
Bill Pmt -Check	12/02/2024	11319	Garton Tractor, Inc.		20000 · Accounts ...		53.89	221,850.51
Bill Pmt -Check	12/02/2024	11323	FRMS - Health	12/01/2024 to 12/31/20...	20000 · Accounts ...		5,937.97	221,796.62
Transfer	12/02/2024			Funds Transfer	2005 · Summit Stat...	2,027.60		215,858.65
Deposit	12/03/2024			Deposit	2500 · Intergovern...	6,954.31		217,886.25
Bill Pmt -Check	12/03/2024	11324	Law Offices of William D ...	Funds Transfer	20000 · Accounts ...	1,000.00		224,840.56
Transfer	12/03/2024			14612	2005 · Summit Stat...	5,853.59		223,840.56
Bill Pmt -Check	12/04/2024	11325	Samba Safety	Funds Transfer	20000 · Accounts ...	104.46		229,694.15
Transfer	12/04/2024			Funds Transfer	2005 · Summit Stat...	95.59		229,589.69
Transfer	12/05/2024			Funds Transfer	2005 · Summit Stat...	26,438.78		229,685.28
Check	12/06/2024		CalPERS 457	12/06/2024 Payroll	5945 · CalPERS 4...		100.00	256,124.06
Check	12/06/2024	50630	Dalton Hemphill		5913 · Stipend		230.87	256,024.06
Check	12/06/2024	50631	Lewis, Kyle		5913 · Stipend		230.87	255,793.19
Check	12/06/2024	50632	Neil Quacchia		5913 · Stipend		1,744.05	255,562.32
Check	12/06/2024	50633	Eamon Reed		-SPLT-		1,655.47	253,818.27
Check	12/06/2024	50634	RYAN WILSON		5911 · Volunteer Pay	46.18		252,162.80
Check	12/06/2024		Innovative Business Solu...	12/06/2024 Payroll	6540 · Payroll Serv...	94.10		252,116.62
Check	12/06/2024		Innovative Business Solu...	12/06/2024 DD	-SPLT-	17,767.50		252,022.52
Check	12/06/2024		Innovative Business Solu...	12/06/2024 PR Taxes	-SPLT-	8,577.18		234,255.02
Transfer	12/06/2024			Funds Transfer	2005 · Summit Stat...	1,900.11		225,677.84
Transfer	12/09/2024			Funds Transfer	2005 · Summit Stat...	21,949.84		227,577.95
Check	12/10/2024		Innovative Business Solu...	12/10/2024 Payroll	6540 · Payroll Serv...	317.50		249,527.79
Check	12/10/2024		Innovative Business Solu...	12/10/2024 DD	-SPLT-	14,458.81		249,210.29
Check	12/10/2024		Innovative Business Solu...	12/10/2024 PR Taxes	-SPLT-	6,842.66		234,751.48
Bill Pmt -Check	12/10/2024	11326	Randy Hanson Auto Bod...	Deposit	20000 · Accounts ...	586.67		227,908.82
Check	12/11/2024		Laura Tarrant	Reimbursement	4040 · Misc. Income	1,198.32		227,322.15
Check	12/11/2024	11327	AT&T - Circuit	195210871	7120 · Training-In...		175.00	228,520.47
Bill Pmt -Check	12/11/2024	11328	AT&T - Station 1		20000 · Accounts ...	191.18		228,345.47
Bill Pmt -Check	12/11/2024	11329	AT&T - Station 2	707 865 2067 360-8	20000 · Accounts ...	46.10		228,154.29
Bill Pmt -Check	12/11/2024	11330	L N Curtis & Sons	707 865-2395 485 6	20000 · Accounts ...	29.92		228,108.19
Bill Pmt -Check	12/11/2024	11331	River Auto Parts	Cust. # C1615	20000 · Accounts ...	957.46		228,078.27
Bill Pmt -Check	12/11/2024	11332		25151	20000 · Accounts ...	48.16		227,120.81
Transfer	12/11/2024			Funds Transfer	2005 · Summit Stat...	595.96		227,072.65
Transfer	12/12/2024			Funds Transfer	2005 · Summit Stat...	230.87		227,668.61
Check	12/16/2024	11333	Corporate Payment Syste...	4866 9145 5552 5465	0500 · Cal Card	20,140.60		227,899.48
Check	12/16/2024		Brandon Bucheister	Funds Transfer	2005 · Summit Stat...		1,262.85	207,758.88
Check	12/17/2024	11334	True Value	Reimbursement	2005 · Summit Stat...	5,490.00		213,248.88
Bill Pmt -Check	12/17/2024	11335		725-561	-SPLT-		1,287.11	211,986.03
Transfer	12/17/2024			Funds Transfer	20000 · Accounts ...	628.37		211,327.29
Transfer	12/18/2024			Funds Transfer	2005 · Summit Stat...		163,229.63	211,327.29
Deposit	12/18/2024			Deposit	2500 · Intergovern...	48,143.84		211,373.47
Transfer	12/19/2024			Funds Transfer	2005 · Summit Stat...	27,373.69		238,747.16
Check	12/19/2024		Verizon	971310118-00001	7320 · Utilities	972.36		237,774.80
Check	12/20/2024		Innovative Business Solu...	12/20/2024 Payroll	6540 · Payroll Serv...	94.10		237,680.70
Check	12/20/2024		Innovative Business Solu...	12/20/2024 DD	-SPLT-	17,557.49		220,123.21
Check	12/20/2024		Innovative Business Solu...	12/20/2024 PR Taxes	-SPLT-	8,749.74		211,373.47
Check	12/20/2024		CalPERS 457	12/20/2024 Payroll	5945 · CalPERS 4...	100.00		211,273.47
Transfer	12/20/2024			Funds Transfer	2005 · Summit Stat...	1,761.67		213,035.14
Deposit	12/21/2024			Deposit	-SPLT-	653,293.44		866,328.58
Transfer	12/23/2024			Funds Transfer	2005 · Summit Stat...	7,099.89		873,428.47
Transfer	12/24/2024			Funds Transfer	2005 · Summit Stat...		647,320.32	226,108.15
Transfer	12/26/2024			Funds Transfer	2005 · Summit Stat...	102.05		226,210.20

**Monte Rio Fire Protection District
Bank Accounts Register
As of December 31, 2024**

10:10 AM
01/14/25
Accrual Basis

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
Check	12/30/2024	11336	Brandon Bucheister	Reimbursement	-SPLIT-		882.52	225,327.68
Bill Pmt -Check	12/30/2024	11337	L N Curtis & Sons	Cust. # C1615	20000 · Accounts ...		166.33	225,161.35
Bill Pmt -Check	12/30/2024	11338	PG&E - Sta 1-632-2	3059738632-2	20000 · Accounts ...		767.39	224,393.96
Bill Pmt -Check	12/30/2024	11339	PG&E - Sta 2-062-1	3309316062-1	20000 · Accounts ...		124.49	224,269.47
Bill Pmt -Check	12/30/2024	11340	WEX BANK		20000 · Accounts ...		2,920.12	221,349.35
Bill Pmt -Check	12/31/2024	11341	Leavitt Communications	MONR95462	20000 · Accounts ...		135.34	221,214.01
Transfer	12/31/2024			Funds Transfer	205 · Summit Stat...	20,407.80		241,621.81
Check	12/31/2024				6634 · Bank Servi...		40.00	241,581.81
Total 200 · Summit State Bank *0784						831,545.72	812,318.82	241,581.81
205 · Summit State Bank ICS								
Transfer	12/02/2024			Funds Transfer	200 · Summit Stat...		2,027.60	1,313,012.83
Transfer	12/03/2024			Funds Transfer	200 · Summit Stat...		5,853.59	1,310,985.23
Transfer	12/04/2024			Funds Transfer	200 · Summit Stat...		95.59	1,305,131.64
Transfer	12/05/2024			Funds Transfer	200 · Summit Stat...		26,438.78	1,305,036.05
Transfer	12/06/2024			Funds Transfer	200 · Summit Stat...		1,900.11	1,278,597.27
Transfer	12/09/2024			Funds Transfer	200 · Summit Stat...		21,949.84	1,276,697.16
Transfer	12/11/2024			Funds Transfer	200 · Summit Stat...		595.96	1,254,747.32
Transfer	12/12/2024			Funds Transfer	200 · Summit Stat...		230.87	1,254,151.36
Transfer	12/16/2024			Funds Transfer	200 · Summit Stat...		5,490.00	1,253,920.49
Transfer	12/17/2024			Funds Transfer	200 · Summit Stat...		628.37	1,248,430.49
Transfer	12/18/2024			Funds Transfer	200 · Summit Stat...	48,097.66		1,247,802.12
Transfer	12/19/2024			Funds Transfer	200 · Summit Stat...		27,373.69	1,295,899.78
Transfer	12/20/2024			Funds Transfer	200 · Summit Stat...		1,761.67	1,268,526.09
Transfer	12/23/2024			Funds Transfer	200 · Summit Stat...		7,099.89	1,266,764.42
Transfer	12/24/2024			Funds Transfer	200 · Summit Stat...	647,320.32		1,259,664.53
Transfer	12/26/2024			Funds Transfer	200 · Summit Stat...		102.05	1,906,984.85
Transfer	12/31/2024			Funds Transfer	200 · Summit Stat...		20,407.80	1,906,882.80
Total 205 · Summit State Bank ICS						695,417.98	121,955.81	1,886,475.00
TOTAL						1,526,963.70	934,274.63	2,128,056.81

Monte Rio Fire Protection District
Profit & Loss Budget vs. Actual
 July 1, 2024 through January 14, 2025

	TOTAL				
	Dec 24	Jul 1, '24 - Jan 14, 25	Budget	\$ Over Budget	% of Budget
Income					
10 · Tax Revenue					
1000 · Property - CY Secured	364,463.61	364,463.61	625,000.00	-260,536.39	58.31%
1001 · Direct Charges - CY	259,655.01	259,655.01	530,000.00	-270,344.99	48.99%
1008 · RDA Increment	-169,010.21	-169,010.21	-300,000.00	130,989.79	56.34%
1011 · SB2557 Prop Tax Admin	0.00	0.00	-4,000.00	4,000.00	0.0%
1014 · RDA Pass Through	62,997.77	62,997.77	110,000.00	-47,002.23	57.27%
1017 · Residual - RPTTF	108,962.77	108,962.77	210,000.00	-101,037.23	51.89%
1020 · Supplemental Prop Taxes - CY	5,868.36	5,868.36	15,000.00	-9,131.64	39.12%
1040 · Property - CY Unsecured	19,486.56	19,486.56	19,000.00	486.56	102.56%
1070 · Measure H Sales Tax	0.00	0.00	750,000.00	-750,000.00	0.0%
Total 10 · Tax Revenue	652,423.87	652,423.87	1,955,000.00	-1,302,576.13	33.37%
20 · Intergovernmental Revenues					
2440 · State HOPTR	415.81	415.81	2,800.00	-2,384.19	14.85%
2470 · Timber Yield Tax	47.85	47.85	0.00	47.85	100.0%
2490 · State - Other In-lieu tax	11.47	11.47	0.00	11.47	100.0%
2500 · Intergovernmental Rev. - State	55,098.15	146,452.76	0.00	146,452.76	100.0%
Total 20 · Intergovernmental Revenues	55,573.28	146,927.89	2,800.00	144,127.89	5,247.43%
3500 · Apparatus Fund Transfer	0.00	0.00	250,000.00	-250,000.00	0.0%
40 · Miscellaneous Revenues					
4040 · Misc. Income	1,198.32	2,035.45	0.00	2,035.45	100.0%
4105 · Interest Income	394.44	14,918.18	0.00	14,918.18	100.0%
Total 40 · Miscellaneous Revenues	1,592.76	16,953.63	0.00	16,953.63	100.0%
Total Income	709,589.91	816,305.39	2,207,800.00	-1,391,494.61	36.97%
Gross Profit	709,589.91	816,305.39	2,207,800.00	-1,391,494.61	36.97%
Expense					
50 · Payroll Expenses					
5910 · Permanent Positions	30,367.52	252,199.47	465,000.00	-212,800.53	54.24%
5911 · Volunteer Pay	75.00	1,275.00	10,000.00	-8,725.00	12.75%
5913 · Stipend	12,126.06	83,139.68	225,000.00	-141,860.32	36.95%
5914 · Strike Team	10,186.43	176,769.63	1.00	176,768.63	17,676,963.0%
5915 · Contract Firefighter	17,855.76	123,961.04	110,000.00	13,961.04	112.69%
5922 · FICA-Retirement	4,431.98	39,340.48	43,000.00	-3,659.52	91.49%
5924 · Medicare	1,036.51	9,200.62	12,000.00	-2,799.38	76.67%
5930 · Health Insurance	5,937.97	39,229.06	60,000.00	-20,770.94	65.38%
5935 · Unemployment	26.48	1,378.29	5,000.00	-3,621.71	27.57%
5940 · Workers' Compensation	0.00	55,300.00	60,000.00	-4,700.00	92.17%
5945 · CalPERS 457Plan	200.00	1,375.00	0.00	1,375.00	100.0%
5950 · FLSA	672.78	3,027.51	0.00	3,027.51	100.0%
Total 50 · Payroll Expenses	82,916.49	786,195.78	990,001.00	-203,805.22	79.41%
60 · Services/Supplies					
6021 · Clothing/Personal	0.00	0.00	5,000.00	-5,000.00	0.0%
6022 · Safety Clothing - PPE	16,518.83	33,949.67	40,000.00	-6,050.33	84.87%
6040 · Communications	244.59	1,299.81	20,000.00	-18,700.19	6.5%
6060 · Food	259.31	4,564.95	7,500.00	-2,935.05	60.87%
6080 · Household Expense	898.33	5,260.13	7,500.00	-2,239.87	70.14%
6100 · Insurance	0.00	32,162.27	30,000.00	2,162.27	107.21%
6140 · Maint - Equipment	286.91	44,201.74	65,000.00	-20,798.26	68.0%
6150 · Apparatus Replacement	0.00	507,361.00	500,000.00	7,361.00	101.47%
6180 · Maint. - Building	966.41	24,093.15	75,000.00	-50,906.85	32.12%

Monte Rio Fire Protection District
Profit & Loss Budget vs. Actual
July 1, 2024 through January 14, 2025

	TOTAL				
	Dec 24	Jul 1, '24 - Jan 14, 25	Budget	\$ Over Budget	% of Budget
6261 · Medical Supplies	35.62	3,676.72	10,000.00	-6,323.28	36.77%
6280 · Membership/Subscriptions	217.99	9,287.01	10,000.00	-712.99	92.87%
6400 · Office Expense	122.39	1,544.44	6,000.00	-4,455.56	25.74%
6410 · Postage	0.00	800.40	600.00	200.40	133.4%
6462 · Small Tools/Minor Equipment	1,623.26	16,991.84	15,000.00	1,991.84	113.28%
6500 · Professional Services	110.48	11,062.70	40,000.00	-28,937.30	27.66%
6510 · Administrative Services	0.00	11,520.00	50,000.00	-38,480.00	23.04%
6526 · Dispatch Services	0.00	27,911.90	15,000.00	12,911.90	186.08%
6540 · Payroll Services	505.70	3,568.45	8,000.00	-4,431.55	44.61%
6587 · LAFCO	0.00	3,657.00	15,000.00	-11,343.00	24.38%
6610 · Legal Services	1,000.00	12,578.00	25,000.00	-12,422.00	50.31%
6630 · Audit/Accounting	0.00	7,950.00	10,000.00	-2,050.00	79.5%
6634 · Bank Service Charges	40.00	280.00	100.00	180.00	280.0%
6800 · Public/Legal Notices	0.00	0.00	1,000.00	-1,000.00	0.0%
7053 · Vehicle Registration	0.00	2,023.00	1,000.00	1,023.00	202.3%
7060 · Board Expense	0.00	0.00	2,500.00	-2,500.00	0.0%
7120 · Training-In-Service	2,668.00	6,267.00	20,000.00	-13,733.00	31.34%
7201 · Gas/Oil	3,247.27	24,289.53	50,000.00	-25,710.47	48.58%
7300 · Transportation/Travel	357.52	13,489.11	10,000.00	3,489.11	134.89%
7320 · Utilities	3,120.01	19,275.07	40,000.00	-20,724.93	48.19%
7330 · Maint - Creekside JPA	0.00	0.00	2,500.00	-2,500.00	0.0%
Total 60 · Services/Supplies	32,222.62	829,064.89	1,081,700.00	-252,635.11	76.65%
85 · Capital Assets					
8560 · Fixed Assets - Equipment	0.00	43,500.00	0.00	43,500.00	100.0%
Total 85 · Capital Assets	0.00	43,500.00	0.00	43,500.00	100.0%
90 · Appropriations	0.00	0.00	136,099.00	-136,099.00	0.0%
Total Expense	115,139.11	1,658,760.67	2,207,800.00	-549,039.33	75.13%
Net Income	594,450.80	-842,455.28	0.00	-842,455.28	100.0%

Monte Rio Fire Protection District
Balance Sheet
 As of January 14, 2025

	Jan 14, 25
ASSETS	
Current Assets	
Checking/Savings	
200 · Summit State Bank *0784	166,528.53
205 · Summit State Bank ICS	1,886,475.00
Total Checking/Savings	2,053,003.53
Accounts Receivable	
11050 · Due from Other Government	116,685.82
Total Accounts Receivable	116,685.82
Total Current Assets	2,169,689.35
Fixed Assets	
14000 · Land	41,480.00
15000 · Equipment	67,995.32
16000 · Buildings & Improvements	1,804.18
17000 · Accumulated Depreciation	-1,253,540.00
18600 · WIP Fire Station	143,615.00
Total Fixed Assets	-998,645.50
TOTAL ASSETS	1,171,043.85
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	667.47
Total Accounts Payable	667.47
Other Current Liabilities	
24000 · Payroll Liabilities	15,806.88
25000 · Low Value Parcel Tax Refunds	-564.41
Total Other Current Liabilities	15,242.47
Total Current Liabilities	15,909.94
Total Liabilities	15,909.94
Equity	
30000 · Opening Balance Equity	1,325,401.90
35200 · Unrestricted Net Assets	-1,827,812.71
35400 · Reserve Funds	
35500 · Capital Outlay Reserve	2,000,000.00
35600 · Operating Reserve Fund	500,000.00
Total 35400 · Reserve Funds	2,500,000.00
Net Income	-842,455.28
Total Equity	1,155,133.91
TOTAL LIABILITIES & EQUITY	1,171,043.85