



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, February 17, 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://uso2web.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. January 20, 2025, 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, January 20, 2025, 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 6:00PM. Roll Call of Directors: Dan Fein, Tim Cahn, Sara Paul, and Rhian Miller.
2. **APPROVAL OF AGENDA** – Motion to approve agenda as presented by Tim Cahn and seconded by Sara Paul.
3. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – None.
4. **APPROVAL OF MINUTES**
 - a. December 16, 2024, Regular Meeting – Motion to approve by Tim Cahn and seconded by Rhian Miller.
5. **CORRESPONDENCE** – None.
6. **OLD BUSINESS**
 - a. Consolidation Ad Hoc Committee Report – The application will go before LAFCO on February 5th which will begin the protest period.
7. **NEW BUSINESS** – None.
8. **TREASURER'S REPORT**
 - a. Reviewed and discussed financials.
9. **CHIEF'S REPORT** – Chief Baxman
 - a. 1192 calls for 2024.
 - b. 57 calls to date in 2025.
 - c. The new engine is in LA.
 - d. Sold the old 5488.
10. **PRESIDENT'S REPORT**
 - a. There is a workshop on 1/21/25 regarding construction for fire stations and the process you will have to go through.
11. **DIRECTOR'S REPORT**
 - a. Nothing to report.



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12. SECRETARY/CLERK REPORT

- a. Nothing to report.

13. COUNSEL REPORT

- a. Nothing to report.

- 14. ADJOURNMENT** – The Board adjourned at 6:17PM. The next meeting will be held on Monday, February 17, 2025 .

Minutes respectfully submitted by:

Tiffanie Herring

Calls for the Month of January 2025

Call Type	# of Calls
Medical	33
MVA	11
Structure Fire	5
Vegetation Fire	0
Rescue	0
Hazardous Condition	3
Public Assist	13
Commercial FA	0
Residential FA	1
Vehicle Fire	0
Fire/Smoke Investigation	6
Strike Team	0
CO Alarm	2
Medical Alarm	0
Redcom Mess Up	0
	<hr/>
	74

District Assisted	
Graton Fire	0
Gold Ridge Fire District	0
County Station 9 - Guerneville	9
County Station 10 - Bodega Bay	3
Cazadero	5
Gold Ridge Station 55	7
Occidental	0
County Station 7 - Forestville	0
Fort Ross	0
Timber Cove	0
Santa Rosa FD	1
Cal FIRE	0
North Sonoma Coast	0
Petaluma FD	0
	<hr/>
	25

Monte Rio Fire Protection District Bank Accounts Register As of January 31, 2025

9:26 AM
02/11/25
Accrual Basis

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
200 - Summit State Bank *0784								
Check	01/01/2025	11342	Gold Ridge Fire Protection ...	OCT24 - ADMIN / NOV24 - ADMIN...	-SPLJT-		6,478.37	241,581.81
Check	01/01/2025	11343	Mackinnon Porter	Reimbursement for Healthcare	5930 · Health Insur...		508.80	235,103.44
Transfer	01/02/2025			Funds Transfer	205 · Summit State ...	26,117.98		234,994.64
Check	01/03/2025		Innovative Business Soluti...	01/03/2025 Payroll	6540 · Payroll Servi...		94.10	260,712.62
Check	01/03/2025		Innovative Business Soluti...	01/03/2025 DD	-SPLJT-		17,372.84	260,618.52
Check	01/03/2025		Innovative Business Soluti...	01/03/2025 PR Taxes	-SPLJT-		8,611.04	243,245.68
Check	01/03/2025		CalPERS 457	01/03/2025 Payroll	5945 · CalPERS 45...		100.00	234,634.64
Check	01/03/2025		CalPERS	Valuation	6500 · Professional ...		2,700.00	231,834.64
Bill Pmt -Check	01/06/2025	11344	Ferrellgas - Sta 1-345	50106345	20000 · Accounts P...		659.44	231,175.20
Bill Pmt -Check	01/06/2025	11345	Ferrellgas - Sta 2-383	50106383	20000 · Accounts P...		424.72	230,750.48
Bill Pmt -Check	01/06/2025	11346	Leavitt Communications	VOID: MONR195462	20000 · Accounts P...			230,750.48
Bill Pmt -Check	01/06/2025	11347	Samba Safety	14612	20000 · Accounts P...			230,750.48
Bill Pmt -Check	01/06/2025	11348	FRMS - Health	01/01/2025 to 01/31/2025 / 94-...	20000 · Accounts P...		110.48	230,640.00
Bill Pmt -Check	01/06/2025	11349	Law Offices of William D R...		20000 · Accounts P...		6,368.20	224,271.80
Bill Pmt -Check	01/06/2025	11350	Leavitt Communications	MONR195462	20000 · Accounts P...		1,325.00	222,946.80
Transfer	01/06/2025			Funds Transfer	20000 · Accounts P...	2,800.00		222,718.63
Transfer	01/07/2025			Funds Transfer	205 · Summit State ...	2,145.37		225,518.63
Transfer	01/09/2025			Funds Transfer	205 · Summit State ...	10,210.69		227,664.00
Check	01/10/2025		Innovative Business Soluti...	01/10/2025 Payroll	6540 · Payroll Servi...		310.80	237,874.69
Check	01/10/2025		Innovative Business Soluti...	01/10/2025 DD	-SPLJT-		6,228.61	237,563.89
Check	01/10/2025	50635	Innovative Business Soluti...	01/10/2025 PR Taxes	-SPLJT-		3,671.28	233,335.28
Check	01/10/2025	50636	Alexander Harryman		5913 · Stipend		1,174.96	226,489.04
Check	01/10/2025	50637	Dalton Hemphill		5913 · Stipend		48.48	226,440.56
Check	01/10/2025	50638	Eamon Reed		5911 · Volunteer Pay		1,947.06	224,493.50
Check	01/10/2025		RYAN WILSON		205 · Summit State ...	1,058.21		224,308.80
Transfer	01/10/2025			Funds Transfer	7120 · Training-In-...		100.00	225,367.01
Check	01/13/2025	11351	Daniel Tracy	Reimbursement	20000 · Accounts P...		95.59	225,171.42
Bill Pmt -Check	01/13/2025	11352	AT&T - Circuit	195210871	20000 · Accounts P...		48.34	225,123.08
Bill Pmt -Check	01/13/2025	11353	AT&T - Station 1	707 865 2067 360-8	20000 · Accounts P...		29.92	225,093.16
Bill Pmt -Check	01/13/2025	11354	AT&T - Station 2	707 865-2395 485 6	20000 · Accounts P...		21.18	225,071.98
Bill Pmt -Check	01/13/2025	11355	Berry's Sawmill, Inc	MRFIRE	20000 · Accounts P...		1,400.65	223,671.33
Bill Pmt -Check	01/13/2025	11356	L N Curtis & Sons	Cust. # C1615	20000 · Accounts P...		14,810.55	208,860.78
Check	01/14/2025	11357	Corporate Payment Systems	4866 9145 5552 5465	0500 · Cal Card		7,765.48	216,626.26
Transfer	01/14/2025			Funds Transfer	205 · Summit State ...		219,546.38	265,917.45
Transfer	01/15/2025			Funds Transfer	205 · Summit State ...		321.75	265,595.70
Transfer	01/16/2025			Funds Transfer	6540 · Payroll Servi...		29,816.64	235,779.06
Check	01/17/2025		Innovative Business Soluti...	01/17/2025 Payroll	-SPLJT-		16,232.68	219,546.38
Check	01/17/2025		Innovative Business Soluti...	01/17/2025 DD	-SPLJT-		100.00	219,446.38
Check	01/17/2025		Innovative Business Soluti...	01/17/2025 PR Taxes	5945 · CalPERS 45...			219,581.72
Check	01/17/2025		CalPERS 457	01/17/2025 Payroll	205 · Summit State ...	135.34		218,984.73
Transfer	01/17/2025			Funds Transfer	20000 · Accounts P...		596.99	218,984.73
Bill Pmt -Check	01/21/2025	11358	True Value	725-561	20000 · Accounts P...		7,576.17	211,408.56
Bill Pmt -Check	01/21/2025	11359	FRMS - Health	02/01/2025 to 02/28/2025 / 94-...	20000 · Accounts P...		144.30	211,264.26
Bill Pmt -Check	01/21/2025	11360	PG&E - Sta 2-062-1	3309316062-1	20000 · Accounts P...		235.06	211,029.20
Bill Pmt -Check	01/21/2025	11361	Sweetwater Springs Water ...	35002300	20000 · Accounts P...			211,129.20
Transfer	01/21/2025			Funds Transfer	205 · Summit State ...	100.00		176,129.20
Transfer	01/22/2025			Funds Transfer	205 · Summit State ...	35,000.00		176,129.20
Deposit	01/22/2025			Deposit	4040 · Misc. Income			211,129.20
Bill Pmt -Check	01/27/2025	11363	WEX BANK		20000 · Accounts P...		2,983.42	208,145.78
Bill Pmt -Check	01/27/2025	11364	River Auto Parts	25151	20000 · Accounts P...		49.66	208,096.12
Transfer	01/27/2025			Funds Transfer	205 · Summit State ...			210,040.40
Deposit	01/28/2025			Deposit	2500 · Intergovern...			347,943.46

Monte Rio Fire Protection District
Bank Accounts Register
As of January 31, 2025

9:26 AM

02/11/25

Accrual Basis

Type	Date	Num	Name	Memo	Spitt	Debit	Credit	Balance
Transfer	01/28/2025			Funds Transfer	205 · Summit State ...		129,806.04	218,137.42
Transfer	01/29/2025			Funds Transfer	205 · Summit State ...	2,403.24		220,540.66
Check	01/29/2025		Verizon	971310118-00001	7320 · Utilities		456.18	220,084.48
Transfer	01/30/2025			Funds Transfer	205 · Summit State ...	71,359.63		291,444.11
Check	01/31/2025		CalPERS 457	01/31/2025 Payroll	5945 · CalPERS 45...		100.00	291,344.11
Check	01/31/2025		Innovative Business Soluti...	01/31/2025 Payroll	6540 · Payroll Servi...		104.15	291,239.96
Check	01/31/2025		Innovative Business Soluti...	01/31/2025 DD	-SPLIT-		46,429.33	244,810.63
Check	01/31/2025		Innovative Business Soluti...	01/31/2025 PR Taxes	-SPLIT-		24,641.45	220,169.18
Transfer	01/31/2025			Funds Transfer	205 · Summit State ...	173.85		220,343.03
Check	01/31/2025				6634 · Bank Service...		40.00	220,303.03
Total 200 · Summit State Bank *0784						348,408.32	369,687.10	220,303.03
205 · Summit State Bank ICS								
Transfer	01/02/2025			Funds Transfer	200 · Summit State ...		26,117.98	1,888,420.11
Transfer	01/06/2025			Funds Transfer	200 · Summit State ...		2,800.00	1,862,302.13
Transfer	01/07/2025			Funds Transfer	200 · Summit State ...		2,145.37	1,859,502.13
Transfer	01/09/2025			Funds Transfer	200 · Summit State ...		10,210.69	1,857,356.76
Transfer	01/10/2025			Funds Transfer	200 · Summit State ...		1,058.21	1,847,146.07
Transfer	01/14/2025			Funds Transfer	200 · Summit State ...		7,765.48	1,846,087.86
Transfer	01/15/2025			Funds Transfer	200 · Summit State ...		2,920.12	1,838,322.38
Transfer	01/16/2025			Funds Transfer	200 · Summit State ...		46,371.07	1,835,402.26
Transfer	01/17/2025			Funds Transfer	200 · Summit State ...		135.34	1,789,031.19
Transfer	01/21/2025			Funds Transfer	200 · Summit State ...		100.00	1,788,895.85
Transfer	01/22/2025			Funds Transfer	200 · Summit State ...	35,000.00		1,788,795.85
Transfer	01/27/2025			Funds Transfer	200 · Summit State ...		1,944.28	1,821,851.57
Transfer	01/28/2025			Funds Transfer	200 · Summit State ...	129,806.04		1,951,657.61
Transfer	01/29/2025			Funds Transfer	200 · Summit State ...		2,403.24	1,949,254.37
Transfer	01/30/2025			Funds Transfer	200 · Summit State ...		71,359.63	1,877,894.74
Transfer	01/31/2025			Funds Transfer	200 · Summit State ...		173.85	1,877,720.89
Total 205 · Summit State Bank ICS						164,806.04	175,505.26	1,877,720.89
TOTAL						513,214.36	545,192.36	2,098,023.92

Monte Rio Fire Protection District
Profit & Loss Budget vs. Actual
July 1, 2024 through February 11, 2025

	TOTAL				
	Jan 25	Jul 1, '24 - Feb 11, 25	Budget	\$ Over Budget	% of Budget
Income					
10 · Tax Revenue					
1000 · Property - CY Secured	0.00	364,463.61	625,000.00	-260,536.39	58.31%
1001 · Direct Charges - CY	0.00	259,655.01	530,000.00	-270,344.99	48.99%
1008 · RDA Increment	0.00	-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	0.00	62,997.77	110,000.00	-47,002.23	57.27%
1017 · Residual - RPTTF	0.00	108,962.77	210,000.00	-101,037.23	51.89%
1020 · Supplemental Prop Taxes - CY	0.00	5,868.36	15,000.00	-9,131.64	39.12%
1040 · Property - CY Unsecured	0.00	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	0.00	652,423.87	1,955,000.00	-1,302,576.13	33.37%
20 · Intergovernmental Revenues					
2440 · State HOPTR	0.00	415.81	2,800.00	-2,384.19	14.85%
2470 · Timber Yield Tax	0.00	47.85	0.00	47.85	100.0%
2490 · State - Other In-lieu tax	0.00	11.47	0.00	11.47	100.0%
2500 · Intergovernmental Rev. - State	137,903.06	301,968.23	0.00	301,968.23	100.0%
Total 20 · Intergovernmental Revenues	137,903.06	302,443.36	2,800.00	299,643.36	10,801.55%
3500 · Apparatus Fund Transfer	0.00	0.00	250,000.00	-250,000.00	0.0%
40 · Miscellaneous Revenues					
4040 · Misc. Income	35,000.00	37,035.45	0.00	37,035.45	100.0%
4105 · Interest Income	0.00	16,863.29	0.00	16,863.29	100.0%
Total 40 · Miscellaneous Revenues	35,000.00	53,898.74	0.00	53,898.74	100.0%
Total Income	172,903.06	1,008,765.97	2,207,800.00	-1,199,034.03	45.69%
Gross Profit	172,903.06	1,008,765.97	2,207,800.00	-1,199,034.03	45.69%
Expense					
50 · Payroll Expenses					
5910 · Permanent Positions	73,108.92	310,452.05	465,000.00	-154,547.95	66.76%
5911 · Volunteer Pay	275.00	1,275.00	10,000.00	-8,725.00	12.75%
5913 · Stipend	11,802.50	87,724.88	225,000.00	-137,275.12	38.99%
5914 · Strike Team	27,573.75	204,343.38	1.00	204,342.38	20,434,338.0%
5915 · Contract Firefighter	29,053.44	144,540.56	110,000.00	34,540.56	131.4%
5922 · FICA-Retirement	8,941.53	46,369.55	43,000.00	3,369.55	107.84%
5924 · Medicare	2,091.17	10,844.50	12,000.00	-1,155.50	90.37%
5930 · Health Insurance	6,877.00	46,805.23	60,000.00	-13,194.77	78.01%
5935 · Unemployment	1,408.12	2,138.65	5,000.00	-2,861.35	42.77%
5940 · Workers' Compensation	0.00	55,300.00	60,000.00	-4,700.00	92.17%
5945 · CalPERS 457Plan	300.00	1,575.00	0.00	1,575.00	100.0%
5950 · FLSA	2,104.64	4,795.76	0.00	4,795.76	100.0%
Total 50 · Payroll Expenses	163,536.07	916,164.56	990,001.00	-73,836.44	92.54%
60 · Services/Supplies					
6021 · Clothing/Personal	0.00	0.00	5,000.00	-5,000.00	0.0%
6022 · Safety Clothing - PPE	349.83	33,949.67	40,000.00	-6,050.33	84.87%
6040 · Communications	241.67	1,299.81	20,000.00	-18,700.19	6.5%
6060 · Food	183.30	4,564.95	7,500.00	-2,935.05	60.87%
6080 · Household Expense	338.47	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	1,116.89	44,215.62	65,000.00	-20,784.38	68.02%
6150 · Apparatus Replacement	0.00	507,361.00	500,000.00	7,361.00	101.47%
6180 · Maint. - Building	8,176.59	35,275.36	75,000.00	-39,724.64	47.03%

Monte Rio Fire Protection District
Profit & Loss Budget vs. Actual
July 1, 2024 through February 11, 2025

	TOTAL				
	Jan 25	Jul 1, '24 - Feb 11, 25	Budget	\$ Over Budget	% of Budget
6261 · Medical Supplies	87.84	3,676.72	10,000.00	-6,323.28	36.77%
6280 · Membership/Subscriptions	301.32	9,287.01	10,000.00	-712.99	92.87%
6400 · Office Expense	772.55	1,544.44	6,000.00	-4,455.56	25.74%
6410 · Postage	73.00	800.40	600.00	200.40	133.4%
6462 · Small Tools/Minor Equipment	715.55	16,991.84	15,000.00	1,991.84	113.28%
6500 · Professional Services	2,811.20	11,173.90	40,000.00	-28,826.10	27.94%
6510 · Administrative Services	6,240.00	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	830.80	4,288.95	8,000.00	-3,711.05	53.61%
6587 · LAFCO	0.00	3,657.00	15,000.00	-11,343.00	24.38%
6610 · Legal Services	1,325.00	13,578.00	25,000.00	-11,422.00	54.31%
6630 · Audit/Accounting	975.00	8,925.00	10,000.00	-1,075.00	89.25%
6634 · Bank Service Charges	40.00	320.00	100.00	220.00	320.0%
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	100.00	6,267.00	20,000.00	-13,733.00	31.34%
7201 · Gas/Oil	3,040.73	27,272.95	50,000.00	-22,727.05	54.55%
7300 · Transportation/Travel	416.42	13,489.11	10,000.00	3,489.11	134.89%
7320 · Utilities	4,075.75	21,925.01	40,000.00	-18,074.99	54.81%
7330 · Maint - Creekside JPA	0.00	0.00	2,500.00	-2,500.00	0.0%
Total 60 · Services/Supplies	32,211.91	848,741.04	1,081,700.00	-232,958.96	78.46%
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	195,747.98	1,808,405.60	2,207,800.00	-399,394.40	81.91%
Net Income	-22,844.92	-799,639.63	0.00	-799,639.63	100.0%

Monte Rio Fire Protection District
Balance Sheet
 As of February 11, 2025

	Feb 11, 25
ASSETS	
Current Assets	
Checking/Savings	
200 · Summit State Bank *0784	218,156.90
205 · Summit State Bank ICS	1,877,720.89
Total Checking/Savings	2,095,877.79
Accounts Receivable	
11050 · Due from Other Government	116,685.82
Total Accounts Receivable	116,685.82
Total Current Assets	2,212,563.61
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	1,213,918.11
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	726.08
Total Accounts Payable	726.08
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	15,968.55
Total Liabilities	15,968.55
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	-799,639.63
Total Equity	1,197,949.56
TOTAL LIABILITIES & EQUITY	1,213,918.11