



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, March 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://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. February 17, 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, February 17, 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 Kari Morrissey.
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** – Lauren from KRCB attended the meeting to inquire about information regarding the consolidation. The board answered questions she asked. Michele McDonell also attended the meeting via Zoom and asked for our blessing to potentially use the district name on banners that will be hung on poles on the bridge. The board gave their blessing.
4. **APPROVAL OF MINUTES**
 - a. January 20, 2025, Regular Meeting – Motion to approve by Tim Cahn and seconded by Kari Morrissey.
5. **CORRESPONDENCE** – None.
6. **OLD BUSINESS**
 - a. Consolidation Ad Hoc Committee Report – this meeting was mostly about how to publicize the consolidation. On March 5th the application will go before LAFCO and will begin the protest period.
7. **NEW BUSINESS** – None.
8. **TREASURERS REPORT**
 - a. Reviewed and discussed financials.
9. **CHIEF'S REPORT** – Chief Baxman
 - a. 140 calls to date in 2025.
 - b. The new engine was in LA for a week.
 - c. The Boat was upstaffed for 2 days during the last storm,
10. **PRESIDENT'S REPORT**
 - a. Nothing to report.



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11. DIRECTOR'S REPORT

- a. Nothing to report.

12. SECRETARY/CLERK REPORT

- a. Nothing to report.

13. COUNSEL REPORT

- a. There was an urgent bill being put regarding Lithium batteries which is AB 303. The responsibility will be the county.

14. ADJOURNMENT – The Board adjourned at 6:25PM. The next meeting will be held on Monday, March 17, 2025 .

Minutes respectfully submitted by:

Tiffanie Herring

Calls for the Month of February 2025

Call Type	# of Calls
Medical	38
MVA	4
Structure Fire	1
Vegetation Fire	0
Rescue	3
Hazardous Condition	29
Public Assist	7
Commercial FA	0
Residential FA	3
Vehicle Fire	0
Fire/Smoke Investigation	9
Strike Team	1
CO Alarm	0
Medical Alarm	0
Redcom Mess Up	2
	<hr/>
	97

District Assisted

Graton Fire	0
Gold Ridge Fire District	0
County Station 9 - Guerneville	10
County Station 10 - Bodega Bay	2
Cazadero	10
Gold Ridge Station 55	5
Occidental	0
County Station 7 - Forestville	0
Fort Ross	0
Timber Cove	0
Santa Rosa FD	0
Cal FIRE	0
North Sonoma Coast	0
Petaluma FD	0
	<hr/>
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Monte Rio Fire Protection District
Balance Sheet
 As of March 11, 2025

	Mar 11, 25
ASSETS	
Current Assets	
Checking/Savings	
200 · Summit State Bank *0784	596,256.02
205 · Summit State Bank ICS	1,677,998.08
Total Checking/Savings	2,274,254.10
Accounts Receivable	
11050 · Due from Other Government	116,685.82
Total Accounts Receivable	116,685.82
Total Current Assets	2,390,939.92
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	1,392,294.42
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-11,524.35
Total Accounts Payable	-11,524.35
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	3,718.12
Total Liabilities	3,718.12
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	-609,012.89
Total Equity	1,388,576.30
TOTAL LIABILITIES & EQUITY	1,392,294.42

Monte Rio Fire Protection District
Bank Accounts Register
 As of February 28, 2025

10:31 AM
 03/12/25
 Accrual Basis

Date	Num	Name	Memo	Split	Debit	Credit	Balance
200 - Summit State Bank *0784							
02/03/2025			Deposit	-SPLIT-	18,134.41		195,303.03
02/03/2025	11365	Monte Rio Fire Foundati...		4040 · Misc. Income		522.00	213,437.44
02/03/2025	11366	Blomberg & Griffin	State Controllers Financials Tra...	20000 · Accounts ...		975.00	212,915.44
02/03/2025	11367	Ferrellgas - Sta 1-345	50106345	20000 · Accounts ...		614.42	211,940.44
02/03/2025	11368	Ferrellgas - Sta 2-383	50106383	20000 · Accounts ...		500.64	211,326.02
02/03/2025	11369	PG&E - Sta 1-632-2	3059738632-2	20000 · Accounts ...		699.34	210,825.38
02/03/2025			Funds Transfer	205 · Summit Stat...	16,910.25		210,126.04
02/04/2025	11370	Law Offices of William D...	Funds Transfer	20000 · Accounts ...	14,831.73		193,215.79
02/06/2025			Funds Transfer	205 · Summit Stat...	46,190.00		197,047.52
02/06/2025			Funds Transfer	205 · Summit Stat...	46,190.00		253,237.52
02/06/2025				8560 · Fixed Asset...	46,165.00		207,072.52
02/06/2025				6634 · Bank Servi...	25.00		207,047.52
02/07/2025			Funds Transfer	205 · Summit Stat...	2,398.12		209,445.64
02/10/2025			Innovative Business Sol...	6540 · Payroll Ser...		294.60	209,151.04
02/10/2025			Innovative Business Sol...	5913 · Stipend		831.15	208,319.89
02/10/2025			Innovative Business Sol...	-SPLIT-		1,272.37	207,047.52
02/10/2025	50639	Alexander Harryman	02/10/2025 PR Taxes	5913 · Stipend		554.10	206,493.42
02/10/2025	50641	Eamon Reed		5913 · Stipend		2,367.79	204,125.63
02/10/2025	50642	Karlie Kaasch		5913 · Stipend		47.10	204,078.53
02/10/2025			Funds Transfer	205 · Summit Stat...	7,811.23		211,889.76
02/11/2025	11371	JRs Auto Care Center	25151	20000 · Accounts ...		12.38	211,877.38
02/11/2025	11372	Samba Safety	14612	20000 · Accounts ...		111.20	211,766.18
02/11/2025	11373	Sonoma Coast Builders		20000 · Accounts ...	10,478.45		201,287.73
02/11/2025	11374	AT&T - Circuit	195210871	20000 · Accounts ...		85.60	201,202.13
02/11/2025	11375	AT&T - Station 1	707 865 2067 360-8	20000 · Accounts ...		46.98	201,155.15
02/11/2025	11376	AT&T - Station 2	707 865-2395 485 6	20000 · Accounts ...		30.68	201,124.47
02/11/2025	11377	Berry's Sawmill, Inc	MRFIRE	20000 · Accounts ...		334.92	200,789.55
02/11/2025			Funds Transfer	205 · Summit Stat...	144.30		200,933.85
02/12/2025	11378	Corporate Payment Syst...	4866 9145 5552 5465	0500 · Cal Card		12,076.83	188,857.02
02/12/2025			Funds Transfer	205 · Summit Stat...	596.99		189,454.01
02/13/2025			Funds Transfer	205 · Summit Stat...	46,226.88		235,680.89
02/14/2025			Innovative Business Sol...	6540 · Payroll Ser...		113.00	235,567.89
02/14/2025			Innovative Business Sol...	02/14/2025 DD		23,429.53	212,138.36
02/14/2025			Innovative Business Sol...	02/14/2025 PR Taxes		9,838.11	202,300.25
02/14/2025			CalPERS 457	-SPLIT-		100.00	202,200.25
02/14/2025			Richard Franceschi	5945 · CalPERS 4...		152.71	202,047.54
02/18/2025	11379	True Value	725-561	6060 · Food		943.93	201,103.61
02/18/2025	11380	Leavitt Communications	MONRI95462	20000 · Accounts ...		630.03	200,473.58
02/18/2025	11381	Verizon	971310118-00001	205 · Summit Stat...	3,820.83		204,294.41
02/18/2025			Funds Transfer	7320 · Utilities		459.67	203,834.74
02/19/2025			Funds Transfer	205 · Summit Stat...	3,045.46		206,880.20
02/20/2025			Funds Transfer	205 · Summit Stat...	500.64		207,380.84
02/21/2025			Funds Transfer	205 · Summit Stat...	614.42		207,995.26
02/23/2025	11383	L N Curtis & Sons	Cust. # C1615	20000 · Accounts ...		139.23	207,856.03
02/23/2025	11384	Martin/Sonoma Mosquit...		20000 · Accounts ...		32.35	207,823.68

Monte Rio Fire Protection District
Bank Accounts Register
 As of February 28, 2025

10:31 AM
 03/12/25
 Accrual Basis

Date	Num	Name	Memo	Split	Debit	Credit	Balance
02/23/2025	11385	PG&E - Sta 2-062-1	3309316062-1	20000 · Accounts ...		134.02	207,689.66
02/23/2025	11386	WEX BANK		20000 · Accounts ...		2,148.98	205,540.68
02/24/2025		Funds Transfer		205 · Summit Stat...	26,306.94		231,847.62
02/25/2025		Funds Transfer		205 · Summit Stat...	334.92		232,182.54
02/26/2025		Funds Transfer		205 · Summit Stat...	77.66		232,260.20
02/27/2025		Funds Transfer		205 · Summit Stat...	50,289.39		282,549.59
02/28/2025		CalPERS 457	02/28/2025 Payroll	5945 · CalPERS 4...		100.00	282,449.59
02/28/2025		Innovative Business Sol...	02/28/2025 Payroll	6540 · Payroll Ser...		104.15	282,345.44
02/28/2025		Innovative Business Sol...	02/28/2025 DD	-SPLIT-		32,152.85	250,192.59
02/28/2025		Innovative Business Sol...	02/28/2025 PR Taxes	-SPLIT-		18,032.39	232,160.20
02/28/2025				6634 · Bank Servi...		40.00	232,120.20
Total 200 · Summit State Bank *0784					221,323.92	184,506.75	232,120.20
205 · Summit State Bank ICS							
02/03/2025		Funds Transfer		200 · Summit Stat...			1,880,291.72
02/04/2025		Funds Transfer		200 · Summit Stat...	16,910.25		1,897,201.97
02/06/2025		Funds Transfer		200 · Summit Stat...		14,831.73	1,882,370.24
02/07/2025		Funds Transfer		200 · Summit Stat...		46,190.00	1,836,180.24
02/10/2025		Funds Transfer		200 · Summit Stat...		2,398.12	1,833,782.12
02/11/2025		Funds Transfer		200 · Summit Stat...		7,811.23	1,825,970.89
02/12/2025		Funds Transfer		200 · Summit Stat...		144.30	1,825,826.59
02/13/2025		Funds Transfer		200 · Summit Stat...		596.99	1,825,229.60
02/18/2025		Funds Transfer		200 · Summit Stat...		46,226.88	1,779,002.72
02/19/2025		Funds Transfer		200 · Summit Stat...		3,820.83	1,775,181.89
02/20/2025		Funds Transfer		200 · Summit Stat...		3,045.46	1,772,136.43
02/21/2025		Funds Transfer		200 · Summit Stat...		500.64	1,771,635.79
02/21/2025		Funds Transfer		200 · Summit Stat...		614.42	1,771,021.37
02/24/2025		Funds Transfer		200 · Summit Stat...		26,306.94	1,744,714.43
02/25/2025		Funds Transfer		200 · Summit Stat...		334.92	1,744,379.51
02/26/2025		Funds Transfer		200 · Summit Stat...		77.66	1,744,301.85
02/27/2025		Funds Transfer		200 · Summit Stat...		50,289.39	1,694,012.46
Total 205 · Summit State Bank ICS					16,910.25	203,189.51	1,694,012.46
TOTAL					238,234.17	387,696.26	1,926,132.66

Monte Rio Fire Protection District
Profit & Loss Budget vs. Actual
 July 1, 2024 through March 12, 2025

	TOTAL				
	Feb 25	Jul 1, '24 - Mar 12, 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	381,309.49	750,000.00	-368,690.51	50.84%
Total 10 · Tax Revenue	0.00	1,033,733.36	1,955,000.00	-921,266.64	52.88%
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	17,612.41	301,968.23	0.00	301,968.23	100.0%
Total 20 · Intergovernmental Revenues	17,612.41	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	0.00	37,035.45	0.00	37,035.45	100.0%
4105 · Interest Income	0.00	19,434.12	0.00	19,434.12	100.0%
Total 40 · Miscellaneous Revenues	0.00	56,469.57	0.00	56,469.57	100.0%
Total Income	17,612.41	1,392,646.29	2,207,800.00	-815,153.71	63.08%
Gross Profit	17,612.41	1,392,646.29	2,207,800.00	-815,153.71	63.08%
Expense					
50 · Payroll Expenses					
5910 · Permanent Positions	56,270.56	366,722.61	465,000.00	-98,277.39	78.87%
5911 · Volunteer Pay	0.00	1,275.00	10,000.00	-8,725.00	12.75%
5913 · Stipend	4,502.44	89,188.40	225,000.00	-135,811.60	39.64%
5914 · Strike Team	0.00	204,343.38	1.00	204,342.38	20,434,338.0%
5915 · Contract Firefighter	20,119.17	164,659.73	110,000.00	54,659.73	149.69%
5922 · FICA-Retirement	5,103.12	51,293.30	43,000.00	8,293.30	119.29%
5924 · Medicare	1,193.47	11,996.02	12,000.00	-3.98	99.97%
5930 · Health Insurance	7,576.17	58,391.36	60,000.00	-1,608.64	97.32%
5935 · Unemployment	106.03	2,183.93	5,000.00	-2,816.07	43.68%
5940 · Workers' Compensation	0.00	55,300.00	60,000.00	-4,700.00	92.17%
5945 · CalPERS 457Plan	200.00	1,775.00	0.00	1,775.00	100.0%
5950 · FLSA	1,230.60	6,026.36	0.00	6,026.36	100.0%
Total 50 · Payroll Expenses	96,301.56	1,013,155.09	990,001.00	23,154.09	102.34%
60 · Services/Supplies					
6021 · Clothing/Personal	0.00	0.00	5,000.00	-5,000.00	0.0%
6022 · Safety Clothing - PPE	139.23	34,492.20	40,000.00	-5,507.80	86.23%
6040 · Communications	5,494.35	8,195.64	20,000.00	-11,804.36	40.98%
6060 · Food	152.71	5,590.09	7,500.00	-1,909.91	74.54%
6080 · Household Expense	22.77	5,644.32	7,500.00	-1,855.68	75.26%
6100 · Insurance	0.00	32,162.27	30,000.00	2,162.27	107.21%
6140 · Maint - Equipment	514.72	46,716.97	65,000.00	-18,283.03	71.87%
6150 · Apparatus Replacement	0.00	507,361.00	500,000.00	7,361.00	101.47%
6180 · Maint. - Building	11,698.42	36,820.37	75,000.00	-38,179.63	49.09%

Monte Rio Fire Protection District
Profit & Loss Budget vs. Actual
July 1, 2024 through March 12, 2025

	TOTAL				
	Feb 25	Jul 1, '24 - Mar 12, 25	Budget	\$ Over Budget	% of Budget
6261 · Medical Supplies	0.00	3,676.72	10,000.00	-6,323.28	36.77%
6280 · Membership/Subscriptions	215.00	9,910.72	10,000.00	-89.28	99.11%
6400 · Office Expense	0.00	3,045.63	6,000.00	-2,954.37	50.76%
6410 · Postage	0.00	800.40	600.00	200.40	133.4%
6462 · Small Tools/Minor Equipment	66.76	20,633.23	15,000.00	5,633.23	137.56%
6500 · Professional Services	146.65	17,820.55	40,000.00	-22,179.45	44.55%
6510 · Administrative Services	0.00	24,020.00	50,000.00	-25,980.00	48.04%
6526 · Dispatch Services	2,270.02	30,181.92	15,000.00	15,181.92	201.21%
6540 · Payroll Services	511.75	4,797.05	8,000.00	-3,202.95	59.96%
6587 · LAFCO	0.00	3,657.00	15,000.00	-11,343.00	24.38%
6610 · Legal Services	1,000.00	14,578.00	25,000.00	-10,422.00	58.31%
6630 · Audit/Accounting	0.00	8,925.00	10,000.00	-1,075.00	89.25%
6634 · Bank Service Charges	65.00	385.00	100.00	285.00	385.0%
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	0.00	6,267.00	20,000.00	-13,733.00	31.34%
7201 · Gas/Oil	2,148.98	29,421.93	50,000.00	-20,578.07	58.84%
7300 · Transportation/Travel	0.00	16,173.15	10,000.00	6,173.15	161.73%
7320 · Utilities	3,147.04	25,539.93	40,000.00	-14,460.07	63.85%
7330 · Maint - Creekside JPA	0.00	0.00	2,500.00	-2,500.00	0.0%
Total 60 · Services/Supplies	27,593.40	898,839.09	1,081,700.00	-182,860.91	83.1%
85 · Capital Assets					
8560 · Fixed Assets - Equipment	46,165.00	89,665.00	0.00	89,665.00	100.0%
Total 85 · Capital Assets	46,165.00	89,665.00	0.00	89,665.00	100.0%
90 · Appropriations	0.00	0.00	136,099.00	-136,099.00	0.0%
Total Expense	170,059.96	2,001,659.18	2,207,800.00	-206,140.82	90.66%
Net Income	-152,447.55	-609,012.89	0.00	-609,012.89	100.0%