

Rancho Adobe Fire Protection District

11000 Main Street
P. O. Box 1029
Penngrove, California 94951

Telephone: (707) 795-6011
Fax: (707) 795-5177
www.rafd.org

**NOTICE & AGENDA OF THE REGULAR BOARD MEETING
OCTOBER 18, 2023 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

Assistance for the Disabled: If you are disabled in any way and need accommodation to participate in the meeting, please call Jennifer Bechtold, Board Clerk, at 707-795-6011 for assistance so the necessary arrangements can be made.

The Board meeting agenda and all supporting documents are available for public review at 11000 Main Street, Penngrove, CA 94951, 72 hours in advance of a scheduled board meeting. Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet, and not otherwise exempt from disclosure, will be made available for public inspection at the District Office at 11000 Main Street, Penngrove, during normal business hours, Tuesday through Friday, 9:00 a.m. – 5:00 p.m. Copies of supplemental materials distributed at the Board meeting will be available for public inspection at the meeting location.

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

To speak on any item under discussion by the Board on this agenda, you may do so upon receiving recognition from the Chair. Time limitations on public testimony may be imposed at the discretion of the Chair in conformity with Board Meeting Policy Provisions 5010.100-5010.103 and 5010.110.

II. ORAL AND WRITTEN COMMUNICATIONS

- A. Citizen Business/Public Comments on Items not appearing on Agenda — *Public is advised to limit discussion to one presentation per individual and observe the time limit of 4 minutes. Please state your name and address for the record before making your presentation. **NOTE:** Any item raised by a member of the public which does not appear on the agenda but which may require Board action shall be referred to District staff for investigation and disposition unless the item requires action to be taken by the Board at the meeting during which it was raised and constitutes an emergency, or the need to take such action arose after the posting of the agenda within the meaning of Government Code Section 54954.2(b).*
- B. Correspondence and/or Presentations

III. APPROVAL OF MINUTES

The Board of Directors will review, amend and approve prior months Board meeting minutes.

- A. Regular Meeting of September 20, 2023

IV. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If the Board or the public desires discussion, that item will be removed from the Consent Calendar and will be considered separately.

- A. Ratification of Checks Issued

V. ADMINISTRATIVE COMMUNICATIONS

An opportunity to report on individual activities related to District Business.

- A. Firefighter's Union Report
B. Firefighters' Association Report
C. Chief's Report
D. Director Reports
E. Committee Reports
 a. Finance/Budget
 b. Long Range Planning

(Continued on next page)

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VI. UNFINISHED BUSINESS

A. Discussion on Proposed Sales Tax

The Board of Directors and Fire Chief will provide an update on a proposed sales tax measure countywide to fund fire services.

VII. NEW BUSINESS


A. Resolution R-4: Designating the Fire Chief As the Officer Responsible for Making the Initial Determination of Disability for District Safety Employees Covered Through CalPERS

The Board of Directors will consider adopting Resolution R-4 which designates the Fire Chief as the Officer who determines whether a safety employee is incapacitated for the performance of his or her job duties and to make the required certifications to CalPERS

VIII. DIRECTION ON FUTURE AGENDA ITEMS

IX. ADJOURNMENT

Certificate of Posting of the Agenda: I declare under penalty of perjury under the laws of the State of California that I am employed by the Rancho Adobe Fire District and that I caused this agenda to be posted on the bulletin boards at Station 1 (Cotati), Station 2 (Penngrove), Station 3 (Liberty), Cotati City Hall and the Penngrove U.S. Post Office on October 13, 2023.



Jennifer Bechtold, Clerk of the Board



Rancho Adobe Fire Protection District

Board of Directors Meeting

October 18, 2023

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APPROVAL OF MINUTES

Rancho Adobe Fire Protection District

11000 Main Street
P. O. Box 1029
Penngrove, California 94951

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DRAFT

**MINUTES OF THE REGULAR BOARD MEETING
SEPTEMBER 20, 2023 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

President Brian Proteau, called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on September 15, 2023.

Directors Present: Mark Hemmendinger, Michael Gadoua, Bob Moretti, Sage Howell, Ray Peterson, Bret Herman, Brian Proteau

Minutes Conducted by: Jennifer Bechtold

The Pledge of Allegiance was said.

II. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no public comment.

B. Correspondence and/or Presentations

There was no correspondence.

III. APPROVAL OF MINUTES

A. Regular Meeting of August 16, 2023

Motion moved by Mr. Moretti to approve the minutes of August 16, 2023, and seconded by Mr. Hemmendinger.

Motion Carried: Aye 6 No 0 Abstain 1 (Mr. Proteau) Absent 0

IV. CONSENT CALENDAR

A. Ratification of Checks Issued

Motion moved by Mr. Herman to approve the consent calendar and seconded by Mr. Hemmendinger.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. **ADMINISTRATIVE COMMUNICATIONS**

A. Firefighter's Union Report

No report was filed.

B. Firefighters' Association Report

Firefighter Matt Achen noted there was a quarterly dinner hosted tonight at Penngrove Park. The Association is working with the District on purchasing appliances and furniture for the station remodel.

C. Chief's Report

Chief Veliquette reported on the following items:

- 1.) All four new part-time firefighters have completed their training. We have one full-time firefighter/EMT who has completed the pre-employment process and will begin work on October 1.
- 2.) Major focus this past month has been on facilities and recruitment.
- 3.) Penngrove station remodel is near completion – final inspection and punch list completed this evening.
- 4.) Vegetation management inspections are wrapping up for the season. Almost 500 inspections were completed this year.
- 5.) 9/11 Patriots Day ceremony was held at La Plaza Park. Constituents from neighboring agencies joined the District staff.
- 6.) August calls for service - 110, EMS, 65 good intent, 21 fire, 18 service, 11 false calls, 9 hazmat, 1 overpressure.

D. Director Reports

Mr. Hemmendinger commented that he is aware that North Sonoma County Fire District is taking the lead on vegetation management processes and working to become the lead agency in the county. They have invited County Board Of Supervisors to become involved, but they have not received any response from them.

E. Committee Reports

a. Finance/Budget

Mr. Hemmendinger said the year-to-date wages and benefits are on target and supplies and services are a bit over because some items are paid in full up front. Accounts 6140, 6155 and 6461 are a bit higher than anticipated at this time of the year and may go over budget by the end of the fiscal year. Chief Veliquette said apparatus maintenance becomes very unpredictable, as engines go out of service and need to be fixed. However, the District saves money because staff can fix about 80% of the problems.

b. Long Range Planning

No report was filed.

VI. **UNFINISHED BUSINESS**

A. Discussion on Proposed Sales Tax

Chief Veliquette commented that the sales tax measure has completed the signature verification process and the Board of Supervisors has voted unanimously to place this on the March 2024 ballot. There will be one more hearing in October.

FSWG has been working on the one-page educational documents and those should be completed soon. They are also continuing their presentations to city councils and

mayors in the County. The presentation to Petaluma’s City Council will be October 2 and Cotati’s is set for November. The Union continues their work on the campaign portion of the sales tax.

The Public Hearing was opened at 7:23 p.m.

VII. PUBLIC HEARING

A. Ordinance 2023-01: Fee Schedule (2nd Reading)

Chief Veliquette noted this is the second public hearing on the fee schedule. The last update to the schedule of fees was in 2013 and since then, the cost of doing business has gone up. The District is entitled to bill and be reimbursed for services provided through Government Codes 13916 and 53150. There is also a yearly CPI built into the fee schedule. The schedule of fees has been compared to neighboring agencies and our fees fall in the middle of them.

The Public Hearing was adjourned at 7:28 p.m.

VIII. NEW BUSINESS

A. Resolution R-3: Adopting a Final Budget for FY 2023/2024

Chief Veliquette reviewed the final budget totaling \$7,739,497. Mr. Hemmendinger mentioned that the pension obligation bonds required a 1.10 debt service ratio, but our policy has set forth a 1.25 ratio. We need to maintain the 1.25 ratio which is required of us until we update the policy. Mr. Hemmendinger would like to see the policy corrected at the October Board meeting.

Motion moved by Mr. Hemmendinger to approve Resolution R-1, adopting a final budget for FY 2023/2024 and seconded by Mr. Gadoua.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

- Mr. Proteau – aye
- Mr. Howell – aye
- Mr. Peterson – aye
- Mr. Gadoua – aye
- Mr. Moretti – aye
- Mr. Hemmendinger – aye
- Mr. Herman – aye

B. Adoption of Ordinance 2023-01: Fee Schedule

Motion moved by Mr. Howell to adopt Ordinance 2023-01, Schedule of Fees, and seconded by Mr. Gadoua.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

- Mr. Proteau – aye
- Mr. Howell – aye
- Mr. Peterson – aye
- Mr. Gadoua – aye
- Mr. Moretti – aye
- Mr. Hemmendinger – aye
- Mr. Herman – aye

C. Discussion of Lease/Lease-Back Restructuring on 2023 Financing Arrangement with Westamerica Bank

Chief Veliquette commented that we took out a lease/lease-back loan in June 2023 for \$550K through Municipal Finance Corporation, who was recommended to us by the CSDA. All lease documents were sent for review and comment by our district counsel. About a week after signing the lease, Attorney Cameron Weiss, who helped us with the pension obligation bonds, pointed out there were some conflicts with the parity debt covenants in the new lease/lease-back loan. The new lease is silent on the covenants, which poses a problem for the pension obligation bonds because they are set up to be senior to any other loan we may enter into. Mr. Weiss has spoken with Westamerica Bank, and they have come up with two options to fix this issue. One option is referred to as the “fresh start” which would ensure the parity covenants are adhered to also remove the existing lease/lease-back provision and allow a “fresh-start with a loan from Westamerica. The second is to correct the language in the lease/lease-back agreement to address the parity issue and re-record the agreements with the County Recorder. Mr. Weiss recommends the fresh start option as this removes the lease/lease-back lien option.

Motion moved by Mr. Hemmendinger to approve the “fresh start option” to restructure our financing arrangement with Westamerica Bank and seconded by Mr. Peterson.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

D. Discussion on Designation of Fiscal Year 2022/2023 Carry-Over Funds to Reserve Capital Accounts

Chief Veliquette commented that we have \$970,717 in rollover funds from the close of FY 22/23. This comes from not spending what we budgeted and additional revenues over what we anticipated. An allocation scenario was handed out to the Board and to the public.

Mr. Hemmendinger asked the cost of replacing 9160 and Chief Veliquette replied \$575K. Should the sales tax measure pass, we would receive 3.5% of funds collected or approximately \$2.1 million per year. These funds could be used to pay for personnel, infrastructure, facilities, apparatus, etc.

After further discussion, the Board agrees with the following reserve allocations as forth by Chief Veliquette. Those transfers are:

9132 Chassis - \$130,000
9160 Replacement (2025) - \$275,000
Station 2 Security Fencing - \$18,000
Station 2 Construction Soft Costs - \$10,000
Future Liabilities – CalPERS UAL - \$300,000
Total Allocated - \$733,000
Total Unrestricted - \$ 14,888

Motion moved by Mr. Gadoua to approve the designation of reserves and seconded by Mr. Herman.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

E. Discussion and Approval of Change Orders for Station 2 Remodel

Chief Veliquette commented that this is the final change order for the station remodel. The prime contract change order is for \$31,340.24 which revises the full contract total to \$1,182,323.23. This series of change orders includes drywall modifications to the sleeping quarter walls, additional electrical work to meet code and functionality requirements, ADA signage and solid core door modifications.

New Business Continued:

Motion moved by Mr. Herman to approve the change orders for Station 2's remodel and seconded by Mr. Moretti.

Motion Carried: Aye __7__ No __0__ Abstain__0__ Absent __0__

IX. DIRECTION ON FUTURE AGENDA ITEMS

- Review of Board Financial Policies

X. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:20 p.m.

Motion moved by Mr. Howell and seconded by Mr. Herman.

Motion Carried: Aye __7__ No __0__ Abstain__0__ Absent __0__

CONSENT CALENDAR

Rancho Adobe Fire Protection District



11000 Main Street
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Penngrove, California 94951

Phone: (707) 795-6011
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RATIFICATION OF WARRANTS AND PAYROLL


FOR THE REGULAR MEETING OF OCTOBER 18, 2023

In accordance with Government Code Section 37208, ratification of the following warrant amounts are presented to the Fire District Board:

Regular Payable Checks:	\$400,170.90
Payroll Checks:	\$ 95,046.17
Total All Disbursements:	\$495,217.07

All individual warrants and warrant registers are available for review by the board members or the public upon request. Payroll registers are confidential and not available for individual review in accordance with State Law.

The necessary internal controls are in place to safeguard the District's in conformance with Generally Accepted Accounting Principles, sound business practices and prudent budgetary principles. Payroll documents and warrants invoices have been reviewed and approved by the appropriate Department Head, Fire Chief and Department Bookkeeper or Accountant before payment.


Clerk of the Board

10-12-23
Date

Rancho Adobe Fire Protection District

Check Detail

September 27, 2023

Type	Num	Date	Name	Account	Paid Amount
ACH	ACH	09/27/2023	RAY PAULA	1035 · Summit State Bank - Operating	
Bill Pmt -Check	5847	09/27/2023	Best Best & Krieger LLP	5936 · Retiree Insurance	-900.00
Bill	Inv# 974942	09/27/2023		1035 · Summit State Bank - Operating	-900.00
Bill Pmt -Check	5848	09/27/2023	BILL ADAMS	6610 · Legal Services	-2,486.40
Bill	Oct - Dec 2023	09/27/2023		1035 · Summit State Bank - Operating	-2,486.40
Bill Pmt -Check	5849	09/27/2023	COGGINS FENCE & SUPPLY, INC.	5936 · Retiree Insurance	-900.00
Bill	Inv# 26898	09/27/2023		1035 · Summit State Bank - Operating	-900.00
Bill Pmt -Check	5850	09/27/2023	COMMUNITY VOICE	9510 · Building Improvements	-17,259.66
Bill	Inv# 20200	09/27/2023		1035 · Summit State Bank - Operating	-17,259.66
Bill Pmt -Check	5851	09/27/2023	DEPARTMENT OF JUSTICE	6800 · Public Legal Notices	-263.00
Bill	Inv# 682376	09/27/2023		1035 · Summit State Bank - Operating	-263.00
Bill				6605 · Hiring Expense	-49.00
					-49.00

Rancho Adobe Fire Protection District
Check Detail
 September 27, 2023

1:33 PM
 09/27/23

Bill Pmt -Check	5852		09/27/2023	dmi NETWORKING	1035 · Summit State Bank - Operating	
Bill	Inv# 58013		09/27/2023		6889 · Computer Software and Equipment	-1,035.00
						-1,035.00
Bill Pmt -Check	5853		09/27/2023	DUANE L. HARRIS	1035 · Summit State Bank - Operating	
Bill	Oct. - Dec. 2023		09/27/2023		5936 · Retiree Insurance	-900.00
						-900.00
Bill Pmt -Check	5854		09/27/2023	FRC, INC.	1035 · Summit State Bank - Operating	
Bill	Inv# 5		09/27/2023		9510 · Building Improvements	-305,620.06
						-305,620.06
Bill Pmt -Check	5855		09/27/2023	GONE FOR GOOD	1035 · Summit State Bank - Operating	
Bill	Inv#080823/090523		09/27/2023		6461 · Operational Expense	-50.00
						-50.00
Bill Pmt -Check	5856		09/27/2023	KAISER (OCCUPATIONAL HEALTH)	1035 · Summit State Bank - Operating	
Bill	G#320901054043		09/27/2023		6650 · Health Services	-869.00
						-869.00
Bill Pmt -Check	5857		09/27/2023	KAISER PERMANENTE	1035 · Summit State Bank - Operating	
Bill	October 2023		09/27/2023		5930 · Health Insurance	-27,500.00
						-27,500.00
Bill Pmt -Check	5858		09/27/2023	KUSSMAUL ELECTRONICS	1035 · Summit State Bank - Operating	
Bill	Inv# 0000236734		09/27/2023		6155 · Apparatus Maintenance	-1,295.64
						-1,295.64

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09/27/23

Rancho Adobe Fire Protection District Check Detail September 27, 2023

Bill Pmt -Check	5859		09/27/2023	KYOCERA DOCUMENT SOLUTIONS 2	1035 · Summit State Bank - Operating	
Bill	Inv#55E1748146		09/27/2023		6820 · Rent/Lease Equipment	<u>-16.85</u> -16.85
Bill Pmt -Check	5860		09/27/2023	KYOCERA DOCUMENT SOLUTIONS NOR	1035 · Summit State Bank - Operating	
Bill	Inv# 5026716672		09/27/2023		6820 · Rent/Lease Equipment	<u>-190.61</u> -190.61
Bill Pmt -Check	5861		09/27/2023	LARRY MARTINEZ	1035 · Summit State Bank - Operating	
Bill	Oct. - Dec. 2023		09/27/2023		5936 · Retiree Insurance	<u>-900.00</u> -900.00
Bill Pmt -Check	5862		09/27/2023	LEXIPOL, LLC	1035 · Summit State Bank - Operating	
Bill	Inv# INVLEX14961		09/27/2023		6889 · Computer Software and Equipment	<u>-5,573.35</u> -5,573.35
Bill Pmt -Check	5863		09/27/2023	LIFE ASSIST	1035 · Summit State Bank - Operating	
Bill	Inv# 1365244		09/27/2023		6260 · Medical Supplies	<u>-624.80</u> -624.80
Bill Pmt -Check	5864		09/27/2023	LINDA M. SUVOY INVESTIGATIONS	1035 · Summit State Bank - Operating	
Bill	Inv#Anganica/Gardner		09/27/2023		6605 · Hiring Expense	<u>-1,500.00</u> -1,500.00
Bill Pmt -Check	5865		09/27/2023	MIKE PORTER	1035 · Summit State Bank - Operating	
Bill	Reimbursement		09/27/2023		6260 · Medical Supplies	<u>-46.10</u> -46.10

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09/27/23

Rancho Adobe Fire Protection District Check Detail September 27, 2023

Bill Pmt -Check	5866	09/27/2023	MIKE WEIHMAN	1035 · Summit State Bank - Operating	
Bill	Oct. - Dec. 2023	09/27/2023		5936 · Retiree Insurance	<u>-900.00</u> -900.00
Bill Pmt -Check	5867	09/27/2023	MORGAN DE JONG	1035 · Summit State Bank - Operating	
Bill	Reimbursement	09/27/2023		6180 · Building Maintenance	<u>-31.55</u> -31.55
Bill Pmt -Check	5868	09/27/2023	NICK BARBIERI TRUCKING INC.	1035 · Summit State Bank - Operating	
Bill	Inv# 0110408	09/27/2023		7201 · Fuel	<u>-2,533.49</u> -2,533.49
Bill Pmt -Check	5869	09/27/2023	OPPERMAN & SON	1035 · Summit State Bank - Operating	
Bill	Inv# 01P67193	09/27/2023		6155 · Apparatus Maintenance	<u>-25.00</u> -25.00
Bill Pmt -Check	5870	09/27/2023	PATELCO CREDIT UNION	1035 · Summit State Bank - Operating	
Bill	Oct - Dec. 2023 Gard	09/27/2023		5930 · Health Insurance	<u>-1,775.01</u> -1,775.01
Bill Pmt -Check	5871	09/27/2023	PREFERRED ALLIANCE, INC.	1035 · Summit State Bank - Operating	
Bill	Inv# 0189073	09/27/2023		6605 · Hiring Expense	<u>-42.00</u> -42.00
Bill Pmt -Check	5872	09/27/2023	PRESS DEMOCRAT	1035 · Summit State Bank - Operating	
Bill	Acct# 21350494	09/27/2023		6080 · Household Expense	<u>-332.88</u> -332.88

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09/27/23

Rancho Adobe Fire Protection District Check Detail September 27, 2023

Bill Pmt -Check	5873	09/27/2023	ROBERTS MECHANICAL & ELECTRICAL, INC 1035 · Summit State Bank - Operating			
Bill	Inv# 40260	09/27/2023	6180 · Building Maintenance			<u>-4,157.10</u> -4,157.10
Bill Pmt -Check	5874	09/27/2023	S&M AUTO BODY & REPAIR, INC. 1035 · Summit State Bank - Operating			
Bill	RO# 1715	09/27/2023	6461 · Operational Expense			<u>-5,922.22</u> -5,922.22
Bill Pmt -Check	5875	09/27/2023	SMOTHERS 1035 · Summit State Bank - Operating			
Bill	Inv# 844620	09/27/2023	6155 · Apparatus Maintenance			<u>-925.91</u> -925.91
Bill Pmt -Check	5876	09/27/2023	SPECIAL DISTRICTS RISK MANAGEMENT AL 1035 · Summit State Bank - Operating			
Bill	Inv# 74643	09/27/2023	5940 · Workers Compensation			<u>-11,808.13</u> -11,808.13
Bill Pmt -Check	5877	09/27/2023	STANDARD INSURANCE COMPANY 1035 · Summit State Bank - Operating			
Bill	October 2023	09/27/2023	5931 · Disability Insurance			<u>-841.00</u> -841.00
Bill Pmt -Check	5878	09/27/2023	UNITED RENTALS 1035 · Summit State Bank - Operating			
Bill	Inv# 218096043-007	09/27/2023	6181 · Station Maintenance for Remodel			<u>-1,752.50</u> -1,752.50
Bill Pmt -Check	5879	09/27/2023	VISION SERVICE PLAN 1035 · Summit State Bank - Operating			
Bill	Oct. 2023	09/27/2023	5934 · Vision Insurance			<u>-382.76</u> -382.76

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1:33 PM
09/27/23

Rancho Adobe Fire Protection District
Check Detail
September 27, 2023

Bill Pmt -Check	5880	09/27/2023	WESTERN EXTRICATION SPECIALISTS INC. 1035 - Summit State Bank - Operating	
Bill	Inv# 2383	09/27/2023	6140 - Equipment Maintenance	-30.38
Bill Pmt -Check	5881	09/27/2023	WRIGHT, L'ESTRANGE & ERGASTOLO 1035 - Summit State Bank - Operating	
Bill	Inv# 32866	09/27/2023	6610 - Legal Services	-731.50

TOTAL CHECKS ISSUED: 400,170.90

Authorized By:

James Denton
Print Name

Tom Varona
Print Name

[Signature]
Sign

[Signature]
Sign

Battalion Chief
Title

Fire Chief
Title

Rancho Adobe Fire Protection District

Check Detail

September 26, 2023
Name

Type	Num	Date	Name	Account	Paid Amount
ACH	ACH	09/26/2023	CalPERS FISCAL SERVICES DIVISION	1035 · Summit State Bank - Operating	-30,404.98
				5923 · CalPERS	-30,404.98
ACH	ACH	09/26/2023	CalPERS FISCAL SERVICES DIVISION	1035 · Summit State Bank - Operating	-2,316.23
				5923 · CalPERS	-2,316.23
ACH	ACH	09/26/2023	CalPERS FISCAL SERVICES DIVISION	1035 · Summit State Bank - Operating	-53,737.46
				5923 · CalPERS	-53,737.46
ACH	ACH	09/26/2023	CALPERS SUPPLEMENTAL INCOME PLANS	1035 · Summit State Bank - Operating	-5,080.00
				5923 · CalPERS	-5,080.00
Bill Pmt -Check	5846	09/26/2023	RANCHO ADOBE PAID FIREFIGHTERS	1035 · Summit State Bank - Operating	-3,507.50
Bill	Sept. 2023	09/26/2023		5910 · Full-Time Personnel	-3,507.50

TOTAL CHECKS ISSUED: 95,046.17

Authorized By:

James Dewolow
Print Name

Print Name

[Signature]
Sign

Sign

John Vanover
Print Name

Print Name

Burton Chief
Title

Title

Mike Omer
Title

Title



UMPQUA BANK

BL ACCT 00002716-10000000
RANCHO ADOBE FIRE DIST
Account Number: #####-6068
Page 1 of 6



Account Summary

Table with 3 columns: Description, Amount, and Balance. Includes Billing Cycle (09/29/2023), Previous Balance (\$19,580.91), Purchases (\$9,731.86), and NEW BALANCE (\$9,731.86).

Credit Summary

Table with 2 columns: Description and Amount. Includes Total Credit Line (\$250,000.00), Available Credit Line (\$240,268.14), and Disputed Amount (\$0.00).

Account Inquiries

- Call us at: (866) 777-9013
Lost or Stolen Card: (866) 839-3485
Go to www.umpquabank.com
Write us at PO BOX 35142 - LB1181, SEATTLE, WA 98124-5142

Payment Summary

Table with 2 columns: Description and Amount. Includes NEW BALANCE (\$9,731.86), MINIMUM PAYMENT (\$9,731.86), and PAYMENT DUE DATE (10/25/2023).

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Corporate Activity

Table with 5 columns: Trans Date, Post Date, Reference Number, Transaction Description, and Amount. Includes TOTAL CORPORATE ACTIVITY \$19,580.91 and a transaction on 09/18 for PAYMENT - THANK YOU.

Cardholder Account Summary

Table with 5 columns: Account Name, Payments & Other Credits, Purchases & Other Charges, Cash Advances, and Total Activity. Includes VIRTUAL ACCT BECHTOLD with a total activity of \$3,849.89.

Cardholder Account Detail

Table with 6 columns: Trans Date, Post Date, Plan Name, Reference Number, Description, and Amount. Lists transactions from 09/01 to 09/11 with descriptions like CITY OF COTATI ONLINE and COMCAST CALIFORNIA.

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

UMPQUA BANK
PO BOX 35142 - LB1181
SEATTLE WA 98124-5142



Account Number
#####-6068

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Table with 4 columns: Closing Date (09/29/23), New Balance (\$9,731.86), Total Minimum Payment Due (\$9,731.86), and Payment Due Date (10/25/23).

\$ 19,580.91

BL ACCT 00002716-10000000
RANCHO ADOBE FIRE DIST
PO BOX 1029
PENNGROVE CA 94951



MAKE CHECK PAYABLE TO:
UMPQUA BANK COMMERCIAL CARD OPS
PO BOX 35142 - LB1181
SEATTLE WA 98124-5142

IMPORTANT INFORMATION

Finance Charge Calculation Methods and Computation of Average Daily Balance Subject to Finance Charge: The Finance Charge Calculation Method applicable to your account for Cash Advances and Credit Purchases of goods and services that you obtain through the use of your card is specified on the front side of this statement and explained below:

Method A - Average Daily Balance (including current transactions): The Finance Charge on purchases begins on the date the transaction posted to your account. The Finance Charge on Cash Advances begins on the date you obtained the cash advance, or the first day of the billing cycle within which it is posted to your account, whichever is later. There is no grace period.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of your account. To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Method E - Average Daily Balance (excluding current transactions): To avoid incurring an additional Finance Charge on the balance of purchases (and cash advances if Method E is specified as applicable to cash advances) reflected on your monthly statement, you must pay the New Balance shown on your monthly statement on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day and subtract any payments, credits, non-accruing fees, and unpaid finance charges. We do not add in any new purchases or cash advances. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Method G - Average Daily Balance (including current transactions): To avoid incurring an additional Finance Charge on the balance of purchases (and cash advances, if Method G is specified as applicable to cash advances) reflected on your monthly statement and, on any new purchases (and if applicable, cash advances) appearing on your next monthly statement, you must pay the New Balance, shown on your monthly statement, on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Payment Crediting and Credit Balance: Payments received at the location specified on the front of the statement after the phrase "MAKE CHECK PAYABLE TO" will be credited to the account specified on the payment coupon as of the date of receipt. Payments received at a different location or payments that do not conform to the requirements set forth on or with the periodic statement (e.g. missing payment stub, payment envelope other than as provided with your statement, multiple checks or multiple coupons in the same envelope) may be subject to delay in crediting, but shall be credited within five days of receipt. If there is a credit balance due on your account, you may request in writing, a full refund. Submit your request to the Account Inquiries address on the front of this statement.

By sending your check, you are authorizing the use of the information on your check to make a one-time electronic debit from the account on which the check is drawn. This electronic debit, which may be posted to your account as early as the date your check is received, will be only for the amount of your check. The original check will be destroyed and we will retain the image in our records. If you have questions please call the customer service number on the front of this billing statement.

Closing Date: The closing date is the last day of the billing cycle; all transactions received after the closing date will appear on your next statement.

Annual Fee: If your account has been assessed an annual fee, you may avoid paying this annual fee by sending written notification of termination within 30 days following the mailing date of this bill. Submit your request to the Account Inquiries address on the front of this statement. You may use your card(s) during this 30 day period but immediately thereafter must send your card(s), which you have cut in half, to this same address.

Negative Credit Reports: You are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations.

BILLING RIGHTS SUMMARY

In Case of Errors or Inquiries About Your Bill: If you suspect there is an error on your account or you need information about a transaction on your bill, send your written inquiry to the Account Inquiries address on the front of this statement within 60 days of the date of the statement containing the transaction in question. You may telephone us, however a written request is required to preserve your rights.

In your letter, give us the following information:

- Your name and account number.
The dollar amount of the suspected error.
Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

Please provide a legal document evidencing your name change, such as a court document. Please use blue or black ink to complete form

NAME CHANGE

Last
First Middle

ADDRESS CHANGE

Street

City State ZIP Code

Home Phone () - Business Phone () -

Cell Phone () - E-mail Address

SIGNATURE REQUIRED TO AUTHORIZE CHANGES

Signature

Cardholder Account Detail Continued					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/11	09/12	PPLN01	24692163254105476066930	VZWRLSS*APOCC VISB 800-922-0204 FL	\$506.19
09/15	09/17	PPLN01	24692163258108610143579	VZWRLSS*APOCC VISB 800-922-0204 FL	\$112.97
09/20	09/20	PPLN01	24692163263102490272791	GOOGLE *YouTube TV g.co/helppay# CA	\$102.98
09/20	09/21	PPLN01	24941663263206014657490	RECOLOGY SONOMA MARIN 415-875-1000 CA	\$113.33
09/20	09/21	PPLN01	24941663263206014674628	RECOLOGY SONOMA MARIN 415-875-1000 CA	\$270.20
09/20	09/21	PPLN01	24941663263206014674636	RECOLOGY SONOMA MARIN 415-875-1000 CA	\$226.72
09/21	09/22	PPLN01	24755423264292644314937	PRIMO WATER FL 800-7285508 FL	\$59.92
09/23	09/24	PPLN01	24055233267812404069442	ATT* BILL PAYMENT 800-331-0500 TX	\$377.17
09/23	09/24	PPLN01	24755423266292668461505	PRIMO WATER FL 800-7285508 FL	\$48.94
09/28	09/28	PPLN01	24692163271108830853638	COMCAST CALIFORNIA 800-COMCAST CA	\$302.55
09/27	09/28	PPLN01	24492153271027987845234	MISSION LINEN 805-963-1841 CA	\$207.70
09/27	09/28	PPLN01	24492153271027992602513	BAY ALARM COMPANY 925-808-4311 CA	\$244.95

Cardholder Account Summary					
JAMES DEURLOO #### #### #### 6118		Payments & Other Credits \$0.00	Purchases & Other Charges \$1,099.45	Cash Advances \$0.00	Total Activity \$1,099.45

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/01	09/03	PPLN01	24427333245710001893667	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$122.63
09/02	09/04	PPLN01	24692163246102090227635	LOWES #01901* COTATI CA	\$72.16
09/04	09/05	PPLN01	24692163248100461069634	LOWES #01901* COTATI CA	\$13.10
09/08	09/10	PPLN01	24692163251103519288515	LOWES #01901* COTATI CA	\$32.83
09/08	09/10	PPLN01	24427333252710001722627	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$87.26
09/10	09/11	PPLN01	24692163253104963636991	LOWES #01901* COTATI CA	\$8.78
09/10	09/12	PPLN01	24692163254105458906715	LOWES #01901* COTATI CA	\$1.07
09/15	09/17	PPLN01	24445003259000935888953	HAIX 859-281-1011 KY	\$400.98
09/14	09/17	PPLN01	24427333258710001631756	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$105.46
09/21	09/22	PPLN01	24493983264091000000084	DUNN-EDWARDS CORP #42 COTATI CA	\$84.94
09/20	09/22	PPLN01	24427333264710001673339	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$52.21
09/21	09/24	PPLN01	24755423265162654381085	FIRE SAFETY SUPPLY SANTA SANTA ROSA CA	\$42.64
09/25	09/27	PPLN01	24427333269710001521780	ROTTEN ROBBIE #62 SEBASTOPOL CA	\$75.39

Cardholder Account Summary					
PETE ALBINI #### #### #### 6134		Payments & Other Credits \$0.00	Purchases & Other Charges \$150.39	Cash Advances \$0.00	Total Activity \$150.39

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/31	09/01	PPLN01	24034543243003452110075	76 - UNITED PACIFIC 5426 COTATI CA	\$138.96
09/01	09/03	PPLN01	24055223245091652000031	CASTINO RESTAURANT EQUIP 7075853566 CA	\$11.43

Cardholder Account Summary					
TIM CALDWELL #### #### #### 2629		Payments & Other Credits \$0.00	Purchases & Other Charges \$35.03	Cash Advances \$0.00	Total Activity \$35.03

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/13	09/14	PPLN01	24055233257091008893372	WILCO FARM STORE PETALUMA CA	\$35.03

Cardholder Account Summary

MORGAN DEJONG #### #### #### 0982	Payments & Other Credits \$0.00	Purchases & Other Charges \$292.89	Cash Advances \$0.00	Total Activity \$292.89
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/14	09/15	PPLN01	24492163257000036090778	SP SOUTHWEST BOOT CO HTTSSOUTHWES CA	\$292.89

Cardholder Account Summary

RYAN RANIA #### #### #### 0990	Payments & Other Credits \$0.00	Purchases & Other Charges \$316.26	Cash Advances \$0.00	Total Activity \$316.26
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/07	09/08	PPLN01	24445003251600113564298	LES SCHWAB TIRES #0624 ROHNERT PARK CA	\$42.50
09/07	09/10	PPLN01	24316053251548946679299	SHELL OIL 57444218606 ROHNERT PARK CA	\$117.83
09/14	09/17	PPLN01	24316053258548077093107	SHELL OIL 57444218606 ROHNERT PARK CA	\$155.93

Cardholder Account Summary

ERIC GROMALA #### #### #### 1484	Payments & Other Credits \$0.00	Purchases & Other Charges \$177.84	Cash Advances \$0.00	Total Activity \$177.84
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/11	09/13	PPLN01	24323003255754282311370	DUNAWAY PAINTS 707-762-7378 CA	\$31.07
09/12	09/14	PPLN01	24323003256754282366464	DUNAWAY PAINTS 707-762-7378 CA	\$94.23
09/23	09/24	PPLN01	24055233267091008935064	WILCO FARM STORE PETALUMA CA	\$52.54

Cardholder Account Summary

HERB WANDEL #### #### #### 4009	Payments & Other Credits \$0.00	Purchases & Other Charges \$707.31	Cash Advances \$0.00	Total Activity \$707.31
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/06	09/06	PPLN01	24692163249101308445010	PETERSON TRUCKS SR 707-576-1616 CA	\$125.30
09/16	09/17	PPLN01	24055233260091008906989	WILCO FARM STORE PETALUMA CA	\$43.78
09/16	09/17	PPLN01	24692163259109959035193	CHEVRON 0212047 COTATI CA	\$88.48
09/18	09/19	PPLN01	24801973261726762501602	COAST COUNTIES PETERBILT 7078372727 CA	\$256.91
09/23	09/24	PPLN01	24692163266105137493081	CHEVRON 0212047 COTATI CA	\$114.49
09/24	09/25	PPLN01	24692163267106295739769	LOWES #01901* COTATI CA	\$34.62
09/28	09/29	PPLN01	24692163271109464674993	LOWES #01901* COTATI CA	\$43.73

Cardholder Account Summary

JEFF VELIQUETTE #### #### #### 8935	Payments & Other Credits \$0.00	Purchases & Other Charges \$810.60	Cash Advances \$0.00	Total Activity \$810.60
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/30	09/01	PPLN01	24692163243109891738333	SOUTHWES 5262496510157 800-435-9792 TX VELIQUETTE/JEFFREY 101723 OAK ONT WN A OAK WN A	\$193.95
08/30	09/01	PPLN01	24692163243109734672004	RESIDENCE INN ONTARIO CA	\$340.70
09/13	09/14	PPLN01	24435243256027016306222	JAVAMORE CAFE PENNGROVE CA	\$16.55
09/20	09/22	PPLN01	24316053264548438216209	SHELL OIL 57444218606 ROHNERT PARK CA	\$156.42
09/22	09/24	PPLN01	24435243265027017472592	JAVAMORE CAFE PENNGROVE CA	\$5.32
09/26	09/27	PPLN01	24692163269107761478252	Amazon.com*T15JR1HX0 Amzn.com/bill WA	\$45.17

Cardholder Account Detail Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/26	09/28	PPLN01	24164073270105005032551	STAPLES 00113530 PETALUMA CA	\$52.49

Cardholder Account Summary

JENNIFER BECHTOLD ##### 5900	Payments & Other Credits \$0.00	Purchases & Other Charges \$61.32	Cash Advances \$0.00	Total Activity \$61.32
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/21	09/22	PPLN01	24692163264103829427345	IN *CROWN TROPHY PETALUMA PETALUMA CA	\$61.32

Cardholder Account Summary

KYLE HEARD ##### 6521	Payments & Other Credits \$0.00	Purchases & Other Charges \$4.91	Cash Advances \$0.00	Total Activity \$4.91
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/22	09/24	PPLN01	24055233266091008928391	WILCO FARM STORE PETALUMA CA	\$4.91

Cardholder Account Summary

RENE TORRES ##### 4930	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,015.50	Cash Advances \$0.00	Total Activity \$1,015.50
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/19	09/20	PPLN01	24000973262443800852660	THE UPS STORE 2795 925-3219771 CA	\$24.82
09/26	09/27	PPLN01	24055223269063592763219	SETCOM CORPORATION 650-965-8020 TX	\$990.68

Cardholder Account Summary

ANDY TAYLOR ##### 7877	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,210.47	Cash Advances \$0.00	Total Activity \$1,210.47
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/05	09/07	PPLN01	24943013249010187096105	THE HOME DEPOT #0641 ROHNERT PARK CA	\$73.51
09/06	09/07	PPLN01	24034543249000623136249	76 - PETALUMA 88 INC PETALUMA CA	\$64.85
09/11	09/12	PPLN01	24492163254000044257065	BLUEBEAM INC. HTTPWWW.BLUE CA	\$400.00
09/12	09/13	PPLN01	24034543255001279227309	76 - PETALUMA 88 INC PETALUMA CA	\$79.45
09/18	09/19	PPLN01	24034543261001938091874	76 - PETALUMA 88 INC PETALUMA CA	\$80.72
09/18	09/19	PPLN01	24000973261438502469327	THE UPS STORE 2795 925-3219771 CA	\$18.39
09/19	09/19	PPLN01	24692163262101669079335	INT'L CODE COUNCIL INC 888-422-7233 IL	\$340.00
09/18	09/20	PPLN01	24692163262101805833272	LOWES #01901* COTATI CA	\$21.55
09/19	09/20	PPLN01	24137463263001436019794	USPS PO 0559220601 PENNGROVE CA	\$132.00

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PPLN01 001	PURCHASE	E	\$0.00	0.06024%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$9,731.86
Cash									
CPLN01 001	CASH	A	\$0.00	0.06572%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 29		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

ADMINISTRATIVE COMMUNICATIONS

BUDGET REPORTS

RANCHO ADOBE FIRE PROTECTION DISTRICT
YEAR TO DATE BUDGET REPORT
September 30, 2023

REVENUES - OPERATING BUDGET

SUB-OBJ.	DESCRIPTION	BUDGETED FOR FY '23 - 24'	SEPTEMBER REVENUES	FY REVENUE TO 9/30/23	BALANCE REMAINING	BALANCE REMAINING (%)
1000	Property Taxes	\$ 4,481,020.00	\$ -	\$ -	\$ 4,481,020.00	100.00%
1001	CY Direct Charges	\$ 2,244,710.00	\$ 321.00	\$ 321.00	\$ 2,244,389.00	99.99%
1007	CY Direct Charges-July	\$ -	\$ -	\$ -	\$ -	
1008	RDA Increment - Credited amount of ad valorem taxes to Petaluma and Cotati redevelopment districts	\$ 170,500.00	\$ -	\$ -	\$ 170,500.00	100.00%
1011	Property Tax Administration Fee	\$ (40,000.00)	\$ -	\$ -	\$ (40,000.00)	100.00%
1014	RDA Increment	\$ -	\$ -	\$ -	\$ -	
1015	RDA Pass-Through	\$ -	\$ -	\$ -	\$ -	
1016	RDA Allocation	\$ -	\$ -	\$ -	\$ -	
1017	Residual Property Tax (RDA Escrow Acct)	\$ -	\$ -	\$ -	\$ -	
1018	Property Tax - RDA Asset Distribution	\$ -	\$ -	\$ -	\$ -	
1020	CY Supplemental Tax	\$ 111,000.00	\$ -	\$ -	\$ 111,000.00	100.00%
1040	Unsecured Property Taxes	\$ 133,900.00	\$ -	\$ -	\$ 133,900.00	100.00%
1042	Cost Reimbursement - Collect	\$ -	\$ -	\$ -	\$ -	
1044	Unsecured Property Taxes - July	\$ -	\$ -	\$ -	\$ -	
1060	Property Taxes - PY Secured	\$ -	\$ -	\$ -	\$ -	
1061	PY Direct Charges	\$ 21,000.00	\$ -	\$ -	\$ 21,000.00	100.00%
1080	Property Taxes	\$ -	\$ -	\$ -	\$ -	
1100	Property Taxes - PY Unsecured	\$ -	\$ -	\$ -	\$ -	
1120	Property Tax Receivable	\$ -	\$ -	\$ -	\$ -	
	TOTAL PROPERTY TAXES	\$ 7,122,130.00	\$ 321.00	\$ 321.00	\$ 7,121,809.00	100.00%
1700	Interest on Pooled Cash	\$ 85,000.00	\$ 3,677.24	\$ 22,913.29	\$ 62,086.71	73.04%
1701	Interest Earned (on early payments of Prop. Taxes)	\$ -	\$ -	\$ -	\$ -	
	TOTAL USE OF PROPERTY	\$ 85,000.00	\$ 3,677.24	\$ 22,913.29	\$ 62,086.71	73.04%
2081	State - Highway Rentals	\$ -	\$ -	\$ -	\$ -	
2404	State Reimbursements	\$ -	\$ -	\$ -	\$ -	
2440	HOPTR	\$ 22,660.00	\$ -	\$ -	\$ 22,660.00	100.00%
2500	State - Other (Grant Revenue)	\$ -	\$ -	\$ -	\$ -	
2589	State Refunds - Strike Teams	\$ 350,000.00	\$ 32,931.96	\$ 79,743.38	\$ 270,256.62	77.22%
	TOTAL INTERGOV. REVENUES	\$ 372,660.00	\$ 32,931.96	\$ 79,743.38	\$ 292,916.62	78.60%
3600	Misc. charges for Services - Fire Marshal Services	\$ 32,000.00	\$ 1,225.00	\$ 2,866.50	\$ 29,133.50	91.04%
3601	Finance Charges/Late Fees	\$ 4,000.00	\$ 68.07	\$ 68.07	\$ 3,931.93	98.30%
3641	Fire Services - Casino Contract	\$ 130,048.00	\$ 45,012.00	\$ 45,012.00	\$ 85,036.00	65.39%
3661	Fire Control Services - Cost Recovery	\$ 20,000.00	\$ 325.00	\$ 5,027.04	\$ 14,972.96	74.86%
3670	Weed Abatement	\$ 60,000.00	\$ 10,440.00	\$ 17,640.00	\$ 42,360.00	70.60%
3682	City Contracts (RP Auto Aid)	\$ 42,600.00	\$ -	\$ -	\$ 42,600.00	100.00%
3700	Copy file fee	\$ 500.00	\$ -	\$ -	\$ 500.00	100.00%
3980	Revenue Applicable to PY	\$ -	\$ -	\$ -	\$ -	
	TOTAL CHARGES FOR SERVICES	\$ 289,148.00	\$ 57,070.07	\$ 70,613.61	\$ 218,534.39	75.58%
4000	Unspent Funds from Previous Fiscal Year	\$ -	\$ -	\$ -	\$ -	0.00%
4010	Transfer to/from Reserves	\$ -	\$ -	\$ -	\$ -	0.00%
4040	Misc. Revenue	\$ 10,000.00	\$ 2,448.00	\$ 9,202.49	\$ 797.51	7.98%
4100	Workers' compensation reimbursement	\$ 42,300.00	\$ -	\$ 2,408.74	\$ 39,891.26	94.31%
4102	Donations or reimbursements	\$ -	\$ -	\$ -	\$ -	
4109	Refunded Checks, outdated warrants	\$ -	\$ -	\$ -	\$ -	
4600	Sale of Fixed Assets (Surplus)	\$ 50,000.00	\$ -	\$ -	\$ -	0.00%
	TOTAL MISC. REVENUES	\$ 102,300.00	\$ 2,448.00	\$ 11,611.23	\$ 90,688.77	88.65%
	REVENUE TOTAL:	\$ 7,971,238.00	\$ 96,448.27	\$ 185,202.51	\$ 7,786,035.49	97.68%

**RANCHO ADOBE FIRE PROTECTION DISTRICT
YEAR TO DATE BUDGET REPORT**

EXPENDITURES - OPERATING BUDGET

SUB-OBJ.		BUDGETED FOR FY '23 - 24'	SEPTEMBER EXPENSE	FY EXPENSE TO 9/30/23	BALANCE REMAINING	BALANCE REMAINING (%)
5910	Perm. Positions	3,328,828.00	243,312.00	758,657.39	\$ 2,570,170.61	77.21%
5911	Extra help: part time employees, non-benefited. Paid hourly	306,000.00	15,962.75	32,145.05	\$ 273,854.95	89.50%
5912	Overtime	757,422.00	60,884.08	213,638.47	\$ 543,783.53	71.79%
5913	BC Extra Shift Compensation	110,000.00	0.00	0.00		0.00%
5914	FLSA	83,000.00	11,144.56	24,985.02	\$ 58,014.98	69.90%
5922	FICA	8,100.00	454.69	454.69	\$ 7,645.31	94.39%
5923	PERS contributions, Employee + Employer paid contributions	700,000.00	54,419.76	153,901.90	\$ 546,098.10	78.01%
5924	Medicare	60,000.00	4,591.93	14,714.70	\$ 45,285.30	75.48%
5930	Health Insurance	601,198.00	29,275.01	202,448.84	\$ 398,749.16	66.33%
5931	Disability Insurance	11,000.00	841.00	3,335.00	\$ 7,665.00	69.68%
5932	Dental Insurance	35,000.00	2,538.20	10,334.10	\$ 24,665.90	70.47%
5933	Life Insurance	5,000.00	347.10	1,365.26	\$ 3,634.74	72.69%
5934	Vision Insurance	5,000.00	382.76	1,558.38	\$ 3,441.62	68.83%
5935	Unemployment Insurance	5,000.00	177.54	177.54	\$ 4,822.46	96.45%
5936	Retiree Health Insurance	22,500.00	4,500.00	8,700.00	\$ 13,800.00	61.33%
5940	Workers' Compensation	247,000.00	11,808.13	253,828.58	\$ (6,828.58)	-2.76%
	TOTAL WAGES/BENEFITS:	\$ 6,285,048.00	\$ 440,639.51	\$ 1,680,244.92	\$ 4,604,803.08	73.27%
6020	Uniforms including paid and volunteers staff pants, shirts, station boots, badges, collar pins, name tags and business cards	28,500.00	9,478.77	12,898.24	\$ 15,601.76	54.74%
6022	Safety Clothing: turnouts, including boots	70,000.00	(2,505.06)	1,174.15	\$ 68,825.85	98.32%
6040	Communications including telephone, cable, internet, cell phones	26,000.00	1,823.08	4,368.10	\$ 21,631.90	83.20%
6045	Pagers and Radios	6,850.00	526.35	1,137.95	\$ 5,712.05	83.39%
6060	Food - at extended responses, approved meetings, examinations and trainings.	6,000.00	(729.26)	(1,650.19)	\$ 7,650.19	127.50%
6080	Household expenses - Fishman Supply; detergent, towels etc.	15,000.00	2,282.97	3,633.56	\$ 11,366.44	75.78%
6100	Liability Insurance	253,441.00	0.00	253,440.50	\$ 0.50	0.00%
6140	Equipment Maintenance: Office equipment and tool repair.	12,000.00	148.66	3,974.10	\$ 8,025.90	66.88%
6155	Apparatus Maintenance	60,000.00	2,376.74	16,059.12	\$ 43,940.88	73.23%
6165	SCBA Maintenance	5,000.00	0.00	0.00	\$ 5,000.00	100.00%
6180	Building Maintenance - routine facility & grounds maintenance including repairs to maintain buildings and grounds. New projects ie. Construction to be considered for possible fixed asset expense 8510	33,000.00	9,415.18	11,558.63	\$ 21,441.37	64.97%
6181	Station Maint related to remodel	6,000.00	1,752.50	5,257.50	\$ 742.50	12.38%
6260	Medical / Lab supply - O2, latex gloves, etc.	20,000.00	906.73	2,588.03	\$ 17,411.97	87.06%
6261	ALS Medical Expense	15,000.00	0.00	0.00	\$ 15,000.00	100.00%
6280	Memberships and Professional Assoc. Fees: FDAC, SCFDA, SCFCA, CCAI, Costco, Cotati Chamber of Commerce.	17,500.00	1,154.22	1,731.72	\$ 15,768.28	90.10%
6400	Office Supplies: regular supplies such as paper, printer cartridges etc.	3,200.00	66.41	151.53	\$ 3,048.47	95.26%
6401	Office Expense - Inventory such as desktop/laptop computer purchases, printers, etc.	7,000.00	0.00	0.00	\$ 7,000.00	100.00%
6410	Postage and shipping	2,000.00	27.33	192.84	\$ 1,807.16	90.36%
6430	Printing Services	1,000.00	0.00	67.26	\$ 932.74	93.27%
6461	Operational Expenses	8,000.00	5,972.22	8,652.28	\$ (652.28)	-8.15%
6463	FPO Expenses - public education materials	4,000.00	201.35	201.35	\$ 3,798.65	94.97%
6500	Prof/Special Services - Payroll Fees	5,000.00	345.00	685.40	\$ 4,314.60	86.29%
6526	Dispatch Services - REDCOM	30,000.00	0.00	7,008.66	\$ 22,991.34	76.64%
6587	LAFCO	7,000.00	0.00	6,961.00	\$ 39.00	0.56%
6590	Contracted FM Services	\$ 20,000.00	3,325.00	4,812.50	\$ 15,187.50	75.94%
6596	CQI Expense	\$ 10,000.00	0.00	850.00	\$ 9,150.00	91.50%
6605	Hiring Expenses	\$ 18,216.00	2,445.00	5,472.00	\$ 12,744.00	69.96%
6610	Legal Services	\$ 20,000.00	3,217.90	14,727.80	\$ 5,272.20	26.36%
6630	Annual Audit	\$ 9,000.00	0.00	0.00	\$ 9,000.00	100.00%
6635	Bank and Credit Card Fees	\$ 350.00	175.64	295.51	\$ 54.49	15.57%
6650	Health Services	\$ 6,000.00	869.00	4,695.00	\$ 1,305.00	21.75%
6654	Wellness Program	\$ 7,000.00	0.00	0.00	\$ 7,000.00	100.00%
6800	Public Legal Notices - publishing fees (ordinances, budget/Prop IV limit, elections, etc.)	\$ 1,200.00	263.00	1,514.00	\$ (314.00)	-26.17%
6820	Rent / Lease Equipment	\$ 7,500.00	462.46	1,334.29	\$ 6,165.71	82.21%

**RANCHO ADOBE FIRE PROTECTION DISTRICT
YEAR TO DATE BUDGET REPORT**

SUB-OBJ.	DESCRIPTION	BUDGETED FOR FY '23 - 24'	SEPTEMBER EXPENSE	FY EXPENSE TO 9/30/23	BALANCE REMAINING	BALANCE REMAINING (%)
6823	Rental hydrants/Water - hydrant use within Sonoma County Water Agency jurisdiction	\$ 700.00	0.00	0.00	\$ 700.00	100.00%
6880	Small tools: maintenance tools, hardware etc.	\$ 3,000.00	29.38	29.38	\$ 2,970.62	99.02%
6881	Safety Equipment: SCBA's, hose, nozzles etc.	\$ 30,000.00	741.56	901.77	\$ 29,098.23	96.99%
6889	Computer Software	\$ 49,215.00	7,666.12	27,787.24	\$ 21,427.76	43.54%
7000	Any Board related expense not otherwise accounted for (I.e., Special District Dinners)	\$ 600.00	0.00	0.00	\$ 600.00	100.00%
7005	Election Expense - as determined by the County Elections Office	\$ -	0.00	0.00	\$ -	0.00%
7120	In-Service Training - required and continuing education for all personnel and Directors	\$ 42,000.00	1,780.00	5,404.00	\$ 36,596.00	87.13%
7201	Gas and Oil	\$ 70,000.00	5,385.95	13,844.37	\$ 56,155.63	80.22%
7300	Transportation and Travel to training out of County, use of personal vehicle for District errands.	\$ 6,800.00	(1,900.59)	(5,861.45)	\$ 12,661.45	186.20%
7320	Utilities - PG&E, garbage, water, sewage	\$ 63,000.00	3,524.48	8,883.44	\$ 54,116.56	85.90%
	TOTAL SUPPLIES AND SERVICES:	\$ 1,006,072.00	\$ 61,228.09	\$ 424,781.58	\$ 581,290.42	57.78%
7910	Long Term Loan - Princ.	\$ 57,508.31	0.00	14,220.66	\$ 43,287.65	75.27%
7930	Long Term Loan - Interest	\$ 6,208.49	0.00	1,708.54	\$ 4,499.95	72.48%
7940	Pension Obligation Bond - Principal	\$ 255,000.00	0.00	255,000.00	\$ -	0.00%
7945	Pension Obligation Bond - Interest	\$ 129,660.50	0.00	64,878.72	\$ 64,781.78	49.96%
	TOTAL LONG TERM DEBT:	\$ 448,377.30	\$ -	\$ 335,807.92	\$ 112,569.38	25.11%
8510	Buildings Improvements	\$ -	0.00	\$ -	\$ -	#DIV/0!
8511	New Capital Equipment	\$ -	0.00	\$ -	\$ -	#DIV/0!
8540	Durable Medical Equipment	\$ -	0.00	\$ -	\$ -	#DIV/0!
8560	New Equipment - Apparatus	\$ -	0.00	\$ -	\$ -	#DIV/0!
8561	Equipment New - Office	\$ -	0.00	\$ -	\$ -	#DIV/0!
	TOTAL EQUIPMENT:	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Recap Report	BUDGETED FOR FY '23 - 24'	SEPTEMBER TOTAL	FY TO 9/30/23	BALANCE REMAINING	BALANCE REMAINING (%)
OPERATING REVENUES	\$ 7,971,238.00	\$ 96,448.27	\$ 185,202.51	\$ 7,786,035.49	97.68%
OPERATING EXPENDITURES					
Wages/Benefits	\$ 6,285,048.00	\$ 440,639.51	\$ 1,680,244.92	\$ 4,604,803.08	73.27%
Supplies and Services	\$ 1,006,072.00	\$ 61,228.09	\$ 424,781.58	\$ 581,290.42	57.78%
Long Term Debt	\$ 448,377.30	\$ -	\$ 335,807.92	\$ 112,569.38	25.11%
Equipment	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Totals	\$ 7,739,497.30	\$ 501,867.60	\$ 2,440,834.42	\$ 5,298,662.88	68.46%
Revenues Less Expenditures			\$ (2,255,631.91)		

RANCHO ADOBE FIRE PROTECTION DISTRICT
 YEAR TO DATE BUDGET REPORT

CAPITAL IMPROVEMENTS BUDGET

SUB-OBJ.		BUDGETED FOR FY '23 - 24'	SEPTEMBER EXPENSE	FY EXPENSE TO 9/30/23	BALANCE REMAINING	BALANCE REMAINING (%)
9510	Buildings Improvements	\$ 853,000.00	574,106.05	\$ 857,144.18	\$ (4,144.18)	-0.49%
9511	New Capital Equipment	\$ -	0.00	\$ -	\$ -	#DIV/0!
9540	Durable Medical Equipment	\$ -	0.00	\$ -	\$ -	#DIV/0!
9560	New Equipment - Apparatus	\$ -	0.00	\$ -	\$ -	#DIV/0!
9561	Equipment New - Office	\$ -	0.00	\$ -	\$ -	#DIV/0!
	TOTAL EQUIPMENT:	\$ 853,000.00	\$ 574,106.05	\$ 857,144.18	\$ (4,144.18)	-0.49%

CURRENT ASSETS	
Summit State Bank Operating Account:	\$ 58,557.54
Summit State Bank ICS Account:	\$ 1,888,972.91
Summit State Bank Payroll Account:	\$ 8,137.83
CDARS:	\$ 1,018,253.82
Petty Cash:	\$ 200.00
Total:	\$ 2,974,122.10
Remaining Capital Reserve Fund:	\$ (10,598.38)
Remaining Operating Reserve Fund:	\$ 2,984,720.48

Rancho Adobe Fire Protection District
Trial Balance
As of September 30, 2023

	Sep 30, 23	
	Debit	Credit
1010 · County of Sonoma	0.00	
1030 · Wells Fargo Checking Account	0.00	
1035 · Summit State Bank - Operating	58,557.54	
1036 · Summit State Bank - ICS	1,888,972.91	
1037 · Summit State Bank - Payroll	8,137.83	
1038 · CDARS	1,018,253.82	
1090 · Petty Cash	200.00	
107 · Accounts Receivable		100.00
12000 · Undeposited Funds	0.00	
325 · Deferred Outflows	9,200,694.00	
145 · Deferred Inflow		3,987,593.00
170 · Land	74,634.00	
171 · Buildings and Improvements	755,665.64	
172 · Equipment	3,848,634.88	
178 · Accum. Depreciation - Building		576,580.69
179 · Accum. Depreciation - Equipment		1,754,906.53
195 · Due From Operating Fund	1,916,890.00	
99999 · Prior Period Adjustment	0.00	
200 · Accounts Payable	0.00	
Chase Visa	0.00	
Umpqua Bank Credit Card	0.00	
2710 · Deferred Revenue		86,879.18
327 · Deferred Outflows-Liability Acc		5,928,260.00
336 · Capital One Loan		0.07
337 · Accrued Interest Payable		2,129.35
338 · Capital Lease - Current		55,806.47
339 · Accrued Vacation - Current	0.00	
350 · Accrued Payroll	0.00	
300 · Compensated Absences		545,622.48
340 · Bonds Payable - Current		252,891.00
342 · Notes Payable - Long Term		333,267.78
345 · Bonds Payable - Noncurrent		5,357,109.00
355 · Due To Capital Improvement Fund		1,916,890.00
744 · Net Pension Liability		6,214,613.00
30000 · Opening Balance Equity	908,986.26	
320 · Unreserved-Undesignated FD Bal	8,296,682.25	
330 · Operational Reserves		2,155,346.00
331 · New Equipment- Other Reserves	0.00	
332 · SCBA Reserves	0.00	
333 · PPE Reserves	0.00	
334 · Capital Reserves		1,916,890.00
10 · Taxes:1000 · Property Taxes		321.00
17 · Use of Money/Property:1700 · Interest on Cash		27,113.96
20 · Intergovernmental Revenues:2589 · State Refunds-Strike Team		79,743.38
30 · Charges/Fees for Services:3600 · Fire Marshal Services		2,866.50
30 · Charges/Fees for Services:3601 · Finance Charge/Late Fee		68.07
30 · Charges/Fees for Services:3641 · Fire Services - Casino Contract		45,012.00
30 · Charges/Fees for Services:3661 · Cost Recovery		5,027.04
30 · Charges/Fees for Services:3670 · Weed Abatement		17,640.00
40 · Miscellaneous Revenues:4040 · Misc. Revenue		9,202.49
40 · Miscellaneous Revenues:4100 · Workers Comp. Reimbursement		2,408.74
50 · Salaries and Benefits:5910 · Full-Time Personnel	758,657.39	
50 · Salaries and Benefits:5911 · Part-Time Staffing	32,145.05	
50 · Salaries and Benefits:5912 · Overtime	213,638.47	
50 · Salaries and Benefits:5914 · FLSA	24,985.02	
50 · Salaries and Benefits:5922 · Social Security Payroll Taxes	454.69	
50 · Salaries and Benefits:5923 · CalPERS	153,901.90	
50 · Salaries and Benefits:5924 · Medicare	14,714.70	
50 · Salaries and Benefits:5930 · Health Insurance	202,448.84	
50 · Salaries and Benefits:5931 · Disability Insurance	3,335.00	
50 · Salaries and Benefits:5932 · Dental Insurance	10,334.10	
50 · Salaries and Benefits:5933 · Life Insurance	1,365.26	
50 · Salaries and Benefits:5934 · Vision Insurance	1,558.38	
50 · Salaries and Benefits:5935 · Unemployment Insurance	177.54	

Rancho Adobe Fire Protection District

Trial Balance

As of September 30, 2023

	Sep 30, 23	
	Debit	Credit
50 · Salaries and Benefits:5936 · Retiree Insurance	8,700.00	
50 · Salaries and Benefits:5940 · Workers Compensation	253,828.58	
60 · Supplies & Services:6020 · Uniforms	12,898.24	
60 · Supplies & Services:6022 · Safety Clothing	1,174.15	
60 · Supplies & Services:6040 · Communications	4,368.10	
60 · Supplies & Services:6045 · Pagers & Radios	1,137.95	
60 · Supplies & Services:6060 · Food		1,650.19
60 · Supplies & Services:6080 · Household Expense	3,633.56	
60 · Supplies & Services:6100 · Property & Liability Insurance	253,440.50	
60 · Supplies & Services:6140 · Equipment Maintenance	3,974.10	
60 · Supplies & Services:6155 · Apparatus Maintenance	16,059.12	
60 · Supplies & Services:6180 · Building Maintenance	11,558.63	
60 · Supplies & Services:6181 · Station Maintenance for Remodel	5,257.50	
60 · Supplies & Services:6260 · Medical Supplies	2,588.03	
60 · Supplies & Services:6280 · Memberships	1,731.72	
60 · Supplies & Services:6400 · Office Supplies	151.53	
60 · Supplies & Services:6410 · Postage and Shipping	192.84	
60 · Supplies & Services:6430 · Printing Services	67.26	
60 · Supplies & Services:6461 · Operational Expense	8,652.28	
60 · Supplies & Services:6463 · FPO Expense	201.35	
60 · Supplies & Services:6500 · Payroll Fees	685.40	
60 · Supplies & Services:6526 · Dispatch Service-Redcom	7,008.66	
60 · Supplies & Services:6587 · LAFCO	6,961.00	
60 · Supplies & Services:6590 · Contracted FM Services	4,812.50	
60 · Supplies & Services:6596 · CQI Expense	850.00	
60 · Supplies & Services:6605 · Hiring Expense	5,472.00	
60 · Supplies & Services:6610 · Legal Services	14,727.80	
60 · Supplies & Services:6635 · Bank Fees	295.51	
60 · Supplies & Services:6650 · Health Services	4,695.00	
60 · Supplies & Services:6800 · Public Legal Notices	1,514.00	
60 · Supplies & Services:6820 · Rent/Lease Equipment	1,334.29	
60 · Supplies & Services:6880 · Small Tools Expense	29.38	
60 · Supplies & Services:6881 · Safety Equipment	901.77	
60 · Supplies & Services:6889 · Computer Software and Equipment	27,787.24	
60 · Supplies & Services:7120 · Training Expense	5,404.00	
60 · Supplies & Services:7201 · Fuel	13,844.37	
60 · Supplies & Services:7300 · Transportation & Travel		5,861.45
60 · Supplies & Services:7320 · Utilities	8,883.44	
75 · Other Charges:7910 · Long Term Loan-Principal	14,220.66	
75 · Other Charges:7930 · Long Term Loan-Interest	1,708.54	
75 · Other Charges:7940 · Pension Obligation Bond - Prin.	255,000.00	
75 · Other Charges:7945 · Pension Obligation Bond - Int.	64,878.72	
95 · Capital Improvements - Assets:9510 · Building Improvements	857,144.18	
TOTAL	31,281,799.37	31,281,799.37

Rancho Adobe Fire Protection District
Balance Sheet Prev Year Comparison
As of September 30, 2023

	Sep 30, 23	Sep 30, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1035 · Summit State Bank - Operating	58,557.54	117,835.50	-59,277.96	-50.3%
1036 · Summit State Bank - ICS	1,888,972.91	2,996,352.73	-1,107,379.82	-37.0%
1037 · Summit State Bank - Payroll	8,137.83	21,741.67	-13,603.84	-62.6%
1038 · CDARS	1,018,253.82	0.00	1,018,253.82	100.0%
1090 · Petty Cash	200.00	200.00	0.00	0.0%
Total Checking/Savings	2,974,122.10	3,136,129.90	-162,007.80	-5.2%
Accounts Receivable				
107 · Accounts Receivable	-100.00	0.00	-100.00	-100.0%
Total Accounts Receivable	-100.00	0.00	-100.00	-100.0%
Other Current Assets				
325 · Deferred Outflows	9,200,694.00	9,200,694.00	0.00	0.0%
Total Other Current Assets	9,200,694.00	9,200,694.00	0.00	0.0%
Total Current Assets	12,174,716.10	12,336,823.90	-162,107.80	-1.3%
Fixed Assets				
145 · Deferred Inflow	-3,987,593.00	-3,987,593.00	0.00	0.0%
170 · Land	74,634.00	74,634.00	0.00	0.0%
171 · Buildings and Improvements	755,665.64	755,665.64	0.00	0.0%
172 · Equipment	3,848,634.88	3,848,634.88	0.00	0.0%
178 · Accum. Depreciation - Building	-576,580.69	-576,580.69	0.00	0.0%
179 · Accum. Depreciation - Equipment	-1,754,906.53	-1,754,906.53	0.00	0.0%
Total Fixed Assets	-1,640,145.70	-1,640,145.70	0.00	0.0%
Other Assets				
195 · Due From Operating Fund	1,916,890.00	1,916,890.00	0.00	0.0%
Total Other Assets	1,916,890.00	1,916,890.00	0.00	0.0%
TOTAL ASSETS	12,451,460.40	12,613,568.20	-162,107.80	-1.3%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
2710 · Deferred Revenue	86,879.18	86,879.18	0.00	0.0%
327 · Deferred Outflows-Liability Acc	5,928,260.00	5,928,260.00	0.00	0.0%
336 · Capital One Loan	0.07	0.07	0.00	0.0%
337 · Accrued Interest Payable	2,129.35	2,129.35	0.00	0.0%
338 · Capital Lease - Current	55,806.47	55,806.47	0.00	0.0%
Total Other Current Liabilities	6,073,075.07	6,073,075.07	0.00	0.0%
Total Current Liabilities	6,073,075.07	6,073,075.07	0.00	0.0%
Long Term Liabilities				
300 · Compensated Absences	545,622.48	545,622.48	0.00	0.0%
340 · Bonds Payable - Current	252,891.00	252,891.00	0.00	0.0%
342 · Notes Payable - Long Term	333,267.78	333,267.78	0.00	0.0%
345 · Bonds Payable - Noncurrent	5,357,109.00	5,357,109.00	0.00	0.0%
355 · Due To Capital Improvement Fund	1,916,890.00	1,916,890.00	0.00	0.0%
744 · Net Pension Liability	6,214,613.00	6,214,613.00	0.00	0.0%
Total Long Term Liabilities	14,620,393.26	14,620,393.26	0.00	0.0%
Total Liabilities	20,693,468.33	20,693,468.33	0.00	0.0%
Equity				
30000 · Opening Balance Equity	-908,986.26	-908,986.26	0.00	0.0%
320 · Unreserved-Undesignated FD Bal	-8,296,682.25	-8,200,779.76	-95,902.49	-1.2%
330 · Operational Reserves	2,155,346.00	2,155,346.00	0.00	0.0%

Rancho Adobe Fire Protection District
Balance Sheet Prev Year Comparison
As of September 30, 2023

	<u>Sep 30, 23</u>	<u>Sep 30, 22</u>	<u>\$ Change</u>	<u>% Change</u>
334 - Capital Reserves	1,916,890.00	1,916,890.00	0.00	0.0%
Net Income	-3,108,575.42	-3,042,370.11	-66,205.31	-2.2%
Total Equity	-8,242,007.93	-8,079,900.13	-162,107.80	-2.0%
TOTAL LIABILITIES & EQUITY	<u>12,451,460.40</u>	<u>12,613,568.20</u>	<u>-162,107.80</u>	<u>-1.3%</u>

Rancho Adobe Fire Protection District Profit & Loss by Class August 2023

	Capital Improvements	Operating	TOTAL
Ordinary Income/Expense			
Income			
17 · Use of Money/Property			
1700 · Interest on Cash	0.00	9,066.18	9,066.18
Total 17 · Use of Money/Property	0.00	9,066.18	9,066.18
20 · Intergovernmental Revenues			
2589 · State Refunds-Strike Team	0.00	46,811.42	46,811.42
Total 20 · Intergovernmental Revenues	0.00	46,811.42	46,811.42
30 · Charges/Fees for Services			
3600 · Fire Marshal Services	0.00	1,050.00	1,050.00
3661 · Cost Recovery	0.00	78.46	78.46
3670 · Weed Abatement	0.00	7,200.00	7,200.00
Total 30 · Charges/Fees for Services	0.00	8,328.46	8,328.46
40 · Miscellaneous Revenues			
4040 · Misc. Revenue	0.00	2,448.00	2,448.00
Total 40 · Miscellaneous Revenues	0.00	2,448.00	2,448.00
Total Income	0.00	66,654.06	66,654.06
Gross Profit	0.00	66,654.06	66,654.06
Expense			
50 · Salaries and Benefits			
5910 · Full-Time Personnel	0.00	253,049.58	253,049.58
5911 · Part-Time Staffing	0.00	7,919.42	7,919.42
5912 · Overtime	0.00	85,425.24	85,425.24
5914 · FLSA	0.00	6,535.23	6,535.23
5923 · CalPERS	0.00	47,875.66	47,875.66
5924 · Medicare	0.00	5,117.47	5,117.47
5930 · Health Insurance	0.00	24,963.68	24,963.68
5931 · Disability Insurance	0.00	812.00	812.00
5932 · Dental Insurance	0.00	2,538.20	2,538.20
5933 · Life Insurance	0.00	323.96	323.96
5934 · Vision Insurance	0.00	382.76	382.76
5936 · Retiree Insurance	0.00	600.00	600.00
Total 50 · Salaries and Benefits	0.00	435,543.20	435,543.20
60 · Supplies & Services			
6020 · Uniforms	0.00	3,419.47	3,419.47
6022 · Safety Clothing	0.00	2,240.97	2,240.97
6040 · Communications	0.00	2,448.27	2,448.27
6045 · Pagers & Radios	0.00	611.60	611.60

**Rancho Adobe Fire Protection District
Profit & Loss by Class
August 2023**

3:23 PM
10/11/23
Cash Basis

	Capital Improvements	Operating	TOTAL
6060 · Food	0.00	-920.93	-920.93
6080 · Household Expense	0.00	313.71	313.71
6140 · Equipment Maintenance	0.00	2,617.29	2,617.29
6155 · Apparatus Maintenance	0.00	13,487.85	13,487.85
6180 · Building Maintenance	0.00	648.10	648.10
6181 · Station Maintenance for Remodel	0.00	1,752.50	1,752.50
6260 · Medical Supplies	0.00	1,608.14	1,608.14
6280 · Memberships	0.00	577.50	577.50
6400 · Office Supplies	0.00	85.12	85.12
6410 · Postage and Shipping	0.00	165.51	165.51
6430 · Printing Services	0.00	67.26	67.26
6461 · Operational Expense	0.00	1,866.16	1,866.16
6500 · Payroll Fees	0.00	340.40	340.40
6526 · Dispatch Service-Redcom	0.00	7,008.66	7,008.66
6590 · Contracted FM Services	0.00	1,487.50	1,487.50
6596 · CQJ Expense	0.00	765.00	765.00
6605 · Hiring Expense	0.00	1,504.00	1,504.00
6610 · Legal Services	0.00	3,940.90	3,940.90
6635 · Bank Fees	0.00	2.38	2.38
6650 · Health Services	0.00	3,711.00	3,711.00
6800 · Public Legal Notices	0.00	361.00	361.00
6820 · Rent/Lease Equipment	0.00	415.61	415.61
6881 · Safety Equipment	0.00	160.21	160.21
6889 · Computer Software and Equipment	0.00	14,482.12	14,482.12
7120 · Training Expense	0.00	1,434.00	1,434.00
7201 · Fuel	0.00	6,433.35	6,433.35
7300 · Transportation & Travel	0.00	-3,960.86	-3,960.86
7320 · Utilities	0.00	4,496.31	4,496.31
Total 60 · Supplies & Services	0.00	73,570.10	73,570.10
95 · Capital Improvements - Assets			
9510 · Building Improvements	5,264.46	0.00	5,264.46
Total 95 · Capital Improvements - Assets	5,264.46	0.00	5,264.46
Total Expense	5,264.46	509,113.30	514,377.76
Net Ordinary Income	-5,264.46	-442,459.24	-447,723.70
Net Income	-5,264.46	-442,459.24	-447,723.70

Rancho Adobe Fire Protection District
Profit & Loss Prev Year Comparison
September 2023

	Sep 23	Sep 22	\$ Change	% Change
Ordinary Income/Expense				
Income				
10 · Taxes				
1000 · Property Taxes	321.00	0.00	321.00	100.0%
Total 10 · Taxes	321.00	0.00	321.00	100.0%
17 · Use of Money/Property				
1700 · Interest on Cash	7,877.91	15.19	7,862.72	51,762.5%
Total 17 · Use of Money/Property	7,877.91	15.19	7,862.72	51,762.5%
20 · Intergovernmental Revenues				
2589 · State Refunds-Strike Team	32,931.96	0.00	32,931.96	100.0%
Total 20 · Intergovernmental Revenues	32,931.96	0.00	32,931.96	100.0%
30 · Charges/Fees for Services				
3600 · Fire Marshal Services	1,225.00	186.00	1,039.00	558.6%
3601 · Finance Charge/Late Fee	68.07	256.38	-188.31	-73.5%
3641 · Fire Services - Casino Contract	45,012.00	0.00	45,012.00	100.0%
3661 · Cost Recovery	325.00	2,151.17	-1,826.17	-84.9%
3670 · Weed Abatement	10,440.00	0.00	10,440.00	100.0%
3700 · Copy Fee	0.00	35.00	-35.00	-100.0%
Total 30 · Charges/Fees for Services	57,070.07	2,628.55	54,441.52	2,071.2%
40 · Miscellaneous Revenues				
4040 · Misc. Revenue	2,448.00	2,400.00	48.00	2.0%
Total 40 · Miscellaneous Revenues	2,448.00	2,400.00	48.00	2.0%
Total Income	100,648.94	5,043.74	95,605.20	1,895.5%
Gross Profit	100,648.94	5,043.74	95,605.20	1,895.5%
Expense				
50 · Salaries and Benefits				
5910 · Full-Time Personnel	243,312.00	229,547.70	13,764.30	6.0%
5911 · Part-Time Staffing	15,962.75	64,429.21	-48,466.46	-75.2%
5912 · Overtime	60,884.08	74,619.77	-13,735.69	-18.4%
5914 · FLSA	11,144.56	6,040.70	5,103.86	84.5%
5918 · BLS Staff	0.00	395.00	-395.00	-100.0%
5922 · Social Security Payroll Taxes	454.69	1,028.52	-573.83	-55.8%
5923 · CalPERS	54,419.76	44,825.97	9,593.79	21.4%
5924 · Medicare	4,591.93	5,406.11	-814.18	-15.1%
5930 · Health Insurance	29,275.01	27,967.72	1,307.29	4.7%
5931 · Disability Insurance	841.00	841.00	0.00	0.0%
5932 · Dental Insurance	2,538.20	2,456.88	81.32	3.3%
5933 · Life Insurance	347.10	671.06	-323.96	-48.3%
5934 · Vision Insurance	382.76	341.75	41.01	12.0%
5935 · Unemployment Insurance	177.54	37.86	139.68	368.9%
5936 · Retiree Insurance	4,500.00	4,500.00	0.00	0.0%
5940 · Workers Compensation	11,808.13	20,559.33	-8,751.20	-42.6%
Total 50 · Salaries and Benefits	440,639.51	483,668.58	-43,029.07	-8.9%
60 · Supplies & Services				
6020 · Uniforms	9,478.77	41.60	9,437.17	22,685.5%
6022 · Safety Clothing	-2,505.06	1,162.23	-3,667.29	-315.5%
6040 · Communications	1,823.08	1,553.55	269.53	17.4%
6045 · Pagers & Radios	526.35	122.72	403.63	328.9%
6060 · Food	-729.26	371.79	-1,101.05	-296.2%
6080 · Household Expense	2,282.97	2,122.17	160.80	7.6%
6140 · Equipment Maintenance	148.66	231.46	-82.80	-35.8%
6155 · Apparatus Maintenance	2,376.74	3,717.63	-1,340.89	-36.1%
6180 · Building Maintenance	9,415.18	887.36	8,527.82	961.0%
6181 · Station Maintenance for Remodel	1,752.50	0.00	1,752.50	100.0%
6260 · Medical Supplies	906.73	2,115.72	-1,208.99	-57.1%

Rancho Adobe Fire Protection District Profit & Loss Prev Year Comparison September 2023

	Sep 23	Sep 22	\$ Change	% Change
6280 · Memberships	1,154.22	194.22	960.00	494.3%
6400 · Office Supplies	66.41	0.00	66.41	100.0%
6410 · Postage and Shipping	27.33	15.84	11.49	72.5%
6461 · Operational Expense	5,972.22	220.65	5,751.57	2,606.7%
6463 · FPO Expense	201.35	969.21	-767.86	-79.2%
6500 · Payroll Fees	345.00	796.93	-451.93	-56.7%
6587 · LAFCO	0.00	10,970.00	-10,970.00	-100.0%
6590 · Contracted FM Services	3,325.00	0.00	3,325.00	100.0%
6605 · Hiring Expense	2,445.00	0.00	2,445.00	100.0%
6610 · Legal Services	3,217.90	0.00	3,217.90	100.0%
6635 · Bank Fees	175.64	24.92	150.72	604.8%
6650 · Health Services	869.00	0.00	869.00	100.0%
6800 · Public Legal Notices	263.00	311.00	-48.00	-15.4%
6820 · Rent/Lease Equipment	462.46	657.72	-195.26	-29.7%
6880 · Small Tools Expense	29.38	111.11	-81.73	-73.6%
6881 · Safety Equipment	741.56	12,998.95	-12,257.39	-94.3%
6889 · Computer Software and Equipment	7,666.12	3,566.20	4,099.92	115.0%
7120 · Training Expense	1,780.00	4,550.00	-2,770.00	-60.9%
7201 · Fuel	5,385.95	6,166.21	-780.26	-12.7%
7300 · Transportation & Travel	-1,900.59	5,614.06	-7,514.65	-133.9%
7320 · Utilities	3,524.48	4,398.64	-874.16	-19.9%
Total 60 · Supplies & Services	61,228.09	63,891.89	-2,663.80	-4.2%
85 · Capital Assets				
8510 · Building Improvements	0.00	639.83	-639.83	-100.0%
8511 · New Capital Equipment	0.00	789.00	-789.00	-100.0%
8560 · New Equipment - Apparatus	0.00	60,575.36	-60,575.36	-100.0%
Total 85 · Capital Assets	0.00	62,004.19	-62,004.19	-100.0%
95 · Capital Improvements - Assets				
9510 · Building Improvements	574,106.05	0.00	574,106.05	100.0%
Total 95 · Capital Improvements - Assets	574,106.05	0.00	574,106.05	100.0%
Total Expense	1,075,973.65	609,564.66	466,408.99	76.5%
Net Ordinary Income	-975,324.71	-604,520.92	-370,803.79	-61.3%
Net Income	-975,324.71	-604,520.92	-370,803.79	-61.3%

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NEW BUSINESS

RESOLUTION R-4



Rancho Adobe Fire District

Staff Report

Date: October 12, 2023

Topic: Resolution R-4: Designating Fire Chief as Officer Responsible for Making Initial Disability Determination for District

Recommendation:

Board approval is requested to adopt Resolution R-4 and designate the Fire Chief as the Officer responsible for making initial disability determination for safety employees covered by CalPERS.

Background:

CalPERS requires contracting agencies to determine initial industrial disability of safety employees and the District has not designated a member to make these determinations. Because the Fire Chief has reviewed the necessary paperwork leading up to industrial disability cases, he/she would therefore be best suited to certify this information. This resolution also authorizes the Fire Chief to initiate requests for reinstatement of employees who are retired for disability.

Should the Board opt not to designate the Fire Chief as the Officer responsible for making disability determinations, CalPERS law requires the Board to make those determinations. This would mean the full seven-member Board would be responsible for reviewing all medical and certain personnel documentation for employees who may be eligible for disability retirement. There is the potential this situation could cause protected medical information to be compromised and released to the public.

Financial Impact:

None.

Options:

1. Approve Resolution R-4 and designate Fire Chief to make initial disability determination for District.

Approved by:

Jeff Veliquette
Fire Chief

Attachments: Resolution R-4

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE RANCHO ADOBE FIRE PROTECTION DISTRICT, COUNTY OF SONOMA,
STATE OF CALIFORNIA, DESIGNATING THE FIRE CHIEF AS THE OFFICER
RESPONSIBLE FOR MAKING THE INITIAL DETERMINATION OF DISABILITY
FOR DISTRICT SAFETY EMPLOYEES COVERED BY THE CALIFORNIA PUBLIC
EMPLOYEES' RETIREMENT SYSTEM**

WHEREAS, the RANCHO ADOBE FIRE PROTECTION DISTRICT (herein referred to as Agency) is a contracting agency of the California Public Employees' Retirement System.

WHEREAS, the Public Employees' Retirement Law requires that a contracting agency determine whether an employee of such agency in employment in which he/she is classified as a local safety member is disabled for purposes of the Public Employees' Retirement Law and such disability is "industrial" within the meaning of such Law:

WHEREAS, THE BOARD OF DIRECTORS has determined upon legal advice that it may delegate authority under Government Code section 21173 to make such determinations to the incumbent of the position of FIRE CHIEF.

NOW, THEREFORE, BE IT RESOLVED: that THE BOARD OF DIRECTORS delegate and it does hereby delegate to the incumbent of the position of FIRE CHIEF, authority to make application on behalf of the Agency pursuant to Government Code section 21152 (c) for disability retirement of all employees and to initiate requests for reinstatement of such employees who are retired for disability;

BE IT FURTHER RESOLVED that THE BOARD OF DIRECTORS delegate, and it does hereby delegate, to the incumbent of the office/position of FIRE CHIEF authority to make determinations of disability on behalf of the Agency under Government Code section 21156 and whether such disability is industrial and to certify such determinations and all other necessary information to the California Public Employees' Retirement System.

The foregoing resolution was introduced this 18th day of October 2023, by Director _____ who moved its adoption, and seconded by Director _____, and adopted on a roll call vote by the following vote:

Director Herman _____ Director Moretti _____ Director Peterson _____
Director Howell _____ Director Hemmendinger _____
Director Proteau _____ Director Gadoua _____

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

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

CHAIR

Attest: _____
Clerk of the Board