

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BOARD MEETING AGENDA
3750 Gravenstein Hwy N, Sebastopol, CA 95472
January 12, 2021 7:00pm**

Participate by phone (605) 475-4120, passcode 370238#

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Corrections to the Agenda
5. Scheduled and Unscheduled Appearances. *During this period, the Board of Directors will hear anyone who desires to speak on subjects not listed on the Agenda. As a matter of policy, the Board will not make a decision unless it is of a routine nature, which may be turned over to staff for disposition. Please limit your comments to five (5) minutes and please state your name and address for the minutes (optional).*
6. Old Business
 - a. Terrorist Coverage
 - b. Part Time Fire Chief Job Description
7. New Business
 - a. Tree Farm Report
 - b. Policy Updates
 - c. CalPERS Resolution
8. Committee Reports
 - a. Apparatus
9. Approval of prior Board Meeting Minutes
10. Purchase Requests
11. Bills & Warrants
12. Budget Report
13. Correspondence
 - a. Parcel Tax Exemption Request(s)
14. Fire Chief's Report
 - a. Roster, Alarms and Drills
15. Closed Session: Fire Chief Job Review: Government Code section 54957(b)(1)
16. Adjournment

ADA Compliance

In compliance with Government Code 54954.2(a), the Graton Fire Department, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by the section 202 of the American Disabilities Acts of 1990 (42 U.S.C. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Board Recording Secretary, at (707) 823-8400 x107, 72 hours or more prior to the disability accommodations being needed in order to participate in the meeting.

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BOARD MEETING AGENDA
3750 Gravenstein Hwy N, Sebastopol, CA 95472
January 12, 2021 7:00pm**

Participate by phone (605) 475-4120, passcode 370238#

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Corrections to the Agenda
5. Scheduled and Unscheduled Appearances. *During this period, the Board of Directors will hear anyone who desires to speak on subjects not listed on the Agenda. As a matter of policy, the Board will not make a decision unless it is of a routine nature, which may be turned over to staff for disposition. Please limit your comments to five (5) minutes and please state your name and address for the minutes (optional).*
6. Old Business
 - a. Terrorist Coverage
 - b. Part Time Fire Chief Job Description
7. New Business
 - a. Tree Farm Report
 - b. Policy Updates
 - c. CalPERS Resolution
8. Committee Reports
 - a. Apparatus
9. Approval of prior Board Meeting Minutes
10. Purchase Requests
11. Bills & Warrants
12. Budget Report
13. Correspondence
 - a. Parcel Tax Exemption Request(s)
14. Fire Chief's Report
 - a. Roster, Alarms and Drills
15. Closed Session: Fire Chief Job Review: Government Code section 54957(b)(1)
16. Adjournment

ADA Compliance

In compliance with Government Code 54954.2(a), the Graton Fire Department, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by the section 202 of the American Disabilities Acts of 1990 (42 U.S.C. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Board Recording Secretary, at (707) 823-8400 x107, 72 hours or more prior to the disability accommodations being needed in order to participate in the meeting.



GRATON FIRE PROTECTION DISTRICT
POLICIES AND PROCEDURES

TITLE: CADET

ADOPTED: 7/11/00

LAST REVISION 12/08/20

CADET

1. A Cadet shall be appointed by the Fire Chief after submitting a written application. Cadet must provide a current copy of a valid California driver's license or identification card and DMV printout if applicable, and vehicle insurance if applicable. A Cadet shall serve at the pleasure of the Fire Chief and may only be discharged by the Fire Chief.
2. A Cadet must be between the ages of 16 and 18 years of age.
3. A Cadet will submit a parental signed consent and waiver of liability agreement provided by the Department.
4. A Cadet will be a Member of the Department and will be identified ~~on~~as a "Fire-Cadet" list, ~~which will be kept separate from the Fire Volunteer Roster and will not be counted when determining the maximum allowed number of firefighters.~~
5. A Cadet will participate in a firefighter training program, and additionally, may attend regularly scheduled drills. A Cadet must take and pass appropriate tests as determined by the Fire Chief.
6. If during the firefighter training period, the Fire Chief determines that unsatisfactory progress is being made by a Cadet, the Cadet may be dismissed without recourse. The grievance procedures of these policies and procedures are not available to a Cadet. A dismissal action by the Fire Chief of a Cadet shall not be reviewable by the Board.
7. A Cadet will be issued full personal protective equipment and store it at the Department at all times.
8. A Cadet will not operate power tools at any time unless supervised by a qualified adult member of the Fire Department.
9. A Cadet will maintain a scholastic average of 2.0 or better while attending high school. A Cadet falling below this average will be placed on a "one-time" only probation for a period of one (1) high school quarter. Any subsequent failure to meet the 2.0 average guideline will result in discharge.



GRATON FIRE PROTECTION DISTRICT
POLICIES AND PROCEDURES

TITLE: CADET (continued)

ADOPTED: 7/11/00

LAST REVISION 8/06/13

-
10. A Cadet between 16 and 17 years of age may not respond to fire, medical, and other types of incidents and may not drive any District vehicle during the course of an incident. Upon successfully completing training, with Fire Chief's permission, and after turning 17 years old, a Cadet may respond to calls following the Cadet Call Response SOG.
 11. A Cadet will not enter any burning building ~~or fight fire~~ at any time during any emergency incident.
 12. A Cadet shall be accountable to the Fire Chief and will follow the chain of command as outlined in these Policies and Procedures.
 13. A Cadet will receive a reimbursement check at the rate outlined in these Policies and Procedures.
 14. A Cadet will be given the opportunity to receive Hepatitis B inoculations at no cost to the Cadet with parental approval.
 15. A Cadet will be covered by workers compensation insurance and coverage under the District's liability insurance.
 16. A Cadet may participate in "Live Fire" training exercises only at age 17-1/2 years of age.
 17. A Cadet becomes a Firefighter at age 18 after successful completion of the Firefighter training program.

Cadet Call Response

417.1 ELIGIBILITY

To be eligible to respond on calls, the following conditions must be met:

- (a) In good standing with the department
- (b) Be at least 17 years of age
- (c) Have a driver's license
- (d) Completed training to the satisfaction of the Training Officer

417.2 CRITERIA

Before responding to a call, the following must happen:

- (a) The call is in the District or part of a neighboring response zone
- (b) There must be an Apparatus/Operator or higher rank that agrees to take the Cadet
- (c) A company officer (i.e., Career Engineer, Captain, or higher rank) agrees verbally or by text message that the Cadet may respond
- (d) The Cadet will augment the responding crew and not replace a Firefighter position

417.3 GUIDELINES

Guidelines while on the call:

- (a) The Cadet is on the call to learn and observe – not perform critical tasks
- (b) Must remain with a crew member at all times; no independent action is permitted
- (c) Will follow all policies and procedures outlined by the Board; most importantly, not entering any structures while active fire suppression is in progress

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
SPECIAL BOARD MEETING MINUTES
3750 Gravenstein Hwy N, Sebastopol, CA 95472
October 19, 2020 7:00pm**

1. Call to Order: 7:00pm
2. Pledge of Allegiance
3. Roll Call: Maddocks, Farmer, Cesaretti, Nunes
Also present: Bullard, Fisher
4. Corrections to the Agenda: None
5. Scheduled and Unscheduled Appearances: Nine firefighters spoke; all shared support for fire chief
6. Closed Session: Fire Chief Job Review: Government Code section 54957(b)(1)
Entered: 7:12pm
Exited: 8:51pm
Report: No action taken; direction given to staff
7. Adjournment: 8:53pm

ADA Compliance

In compliance with Government Code 54954.2(a), the Graton Fire Department, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by the section 202 of the American Disabilities Acts of 1990 (42 U.S.C. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Board Recording Secretary, at (707) 823-8400 x107, 72 hours or more prior to the disability accommodations being needed in order to participate in the meeting.

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BOARD MEETING MINUTES
3750 Gravenstein Hwy N, Sebastopol, CA 95472
December 8, 2020 7:00pm**

Participate by phone (605) 475-4120, passcode 370238#

1. Call to Order: 7:00pm
2. Pledge of Allegiance
3. Roll Call: Maddocks, Farmer, Cesaretti, Nunes; also present: Bullard, Fisher
4. Corrections to the Agenda: Move 13a and 12a up for public in attendance
5. Scheduled and Unscheduled Appearances: Public member stated she is filing a complaint.
6. Old Business
 - a. Terrorist Coverage: No update, pending change from carrier
 - b. Review Strike Team Response SOG: No more than one engine on a strike team without approval of a Board Director. This does not affect mutual aid.
 - c. Part Time Fire Chief Job Description: In process. Plan to post at January Board meeting.
7. New Business
 - a. Policy Update – Cadet Job Description: Table until liability question answered
 - b. Oath of Office – Reelected Board Directors: Maddocks administered Oath of Office for three reelected board directors (Gray attended by phone for this item)
 - c. Board Positions: Motion by Maddocks for Farmer to be President, 2nd by Nunes, passed 3/0/1; Motion by Farmer for Maddocks to be Vice President, 2nd by Cesaretti, passed 3/0/1
8. Committee Reports
 - a. Apparatus: None
9. Approval of prior Board Meeting Minutes
 - a. Public Comment: Minutes from 10/19/20 have not been approved to date
 - b. November 10, 2020: Motion to approve minutes as written by Cesaretti, 2nd by Maddocks, passed 4/0/0
 - c. November 19, 2020: Motion to approve minutes as corrected by Maddocks, 2nd by Cesaretti, passed 4/0/0
10. Purchase Requests
 - a. Engine bay fans: Decision not to purchase.

- b. Exhaust hose drops: add 3 hoses where missing, complete installation. Motion to purchase not to exceed \$7,100 by Cesaretti, 2nd by Maddocks, passed 4/0/0
 - c. SCBA bottles: purchase 23 bottles to replace expiring/expired bottles. Motion to purchase not to exceed \$21,000 by Cesaretti, 2nd by Maddocks, passed 4/0/0
- 11. Bills & Warrants: Motion to approve Check Detail 12-08-20 in the amount of \$114,761.54 by Cesaretti, 2nd by Nunes, passed 4/0/0
- 12. Budget Report: The budget has been presented and reviewed by the Board
 - a. Fiscal Year 19/20 Audit Report: Blake Goranson spoke on fiscal audit for 2019/2020. Motion to finalize the FY19/20 audit by Farmer, 2nd by Cesaretti, passed 4/0/0
- 13. Correspondence
 - a. Parcel Tax Exemption Requests:
 - i. Vine Hill Mutual Aid Co. 4 parcels requested exemption-Chief Bullard shared that he has spoken with the Assessor's Office and is waiting for a return call from County Counsel; tabled until additional information from County Counsel
 - ii. 4482 Ross Road- request exemption for unusable parcel; decision to not grant an exemption
 - b. General District Counsel- Letter received that Bill Adams is moving to another law firm; District must decide whether to stay with Merrill, Arnone, & Jones (MAJ) or transfer to his new firm. Motion to remain with MAJ by Nunes, 2nd by Cesaretti, passed 4/0/0
 - c. Printed text message string, no author
- 14. Fire Chief's Report: Admin Assistant resumes received, currently reviewing before offering interviews. Planning on 2021 training calendar which may create some overtime with 6-10 "all-staff" trainings with full-time staff, estimated at \$3,700.
 - a. Roster: Adding Cuevas as Trainee and remove Derek Towne due to lack of interest. Table Skikos promotion to Assistant Chief
 - b. Alarms: 39 calls during November 2020
 - c. Drills: 10 drills and activities during November 2020
- 15. Closed Session: None
- 16. Adjournment: 9:34pm

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
SPECIAL BOARD MEETING MINUTES
3750 Gravenstein Hwy N, Sebastopol, CA 95472
December 10, 2020 6:30pm**

Participate by phone (605) 475-4120, passcode 370238#

1. Call to Order: 6:30pm
2. Pledge of Allegiance
3. Roll Call: Farmer, Maddocks, Cesaretti, Gray, Nunes. Also Present: Bullard
4. Corrections to the Agenda: None
5. Scheduled and Unscheduled Appearances: None
6. Consideration of Stipend Pay for Administrative Duties by Fire Chief: Discussion regarding compensating fire chief at same amount as administrative assistant position from 10/23/20 (last day of Sydney Pitts' employment) until filled. Motion by Maddocks to pay fire chief stipend pay equivalent to Admin position until filled, 2nd by Gray. Passed 5/0/0.
7. Adjournment: 6:34pm

**RESOLUTION OF INTENTION
TO APPROVE A CONTRACT
BETWEEN THE
BOARD OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
AND THE
BOARD OF DIRECTORS
GRATON FIRE PROTECTION DISTRICT**

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies in the Public Employees' Retirement System, making their employees members of said System, and sets forth the procedure by which participation may be accomplished; and

WHEREAS, one of the steps required in the procedure is the adoption by the governing body of the public agency of a resolution giving notice of intention to approve a contract for such participation of said agency in the Public Employees' Retirement System, which resolution shall contain a summary of the major provisions of the proposed retirement plan;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the above agency gives, and it does hereby give notice of intention to approve a contract between said governing body and the Board of Administration of the Public Employees' Retirement System, providing for participation of said agency in said retirement system, a copy of said contract and a copy of the summary of the major provisions of the proposed plan being attached hereto, as an "Exhibit", and by this reference made a part hereof.

By: _____
Presiding Officer

Title

Date adopted and approved

Graton Fire District

Check Detail 01/12/2021

Num	Name	Memo	Graton	Tree Farm
	ADP	P/R Liabilites 2021-01	10,890.30	2,833.65
DD	Jackson Barnard	P/R Tree Farm		415.69
DD	Jackson Comiskey	P/R Tree Farm		219.10
DD	Michael Martinez	P/R Tree Farm		483.22
DD	Adam McMannus	P/R Tree Farm		167.27
DD	Ryan Reyes	P/R Tree Farm		95.58
50652	Zachary Aldridge	P/R Tree Farm		476.78
50653	Stephen Bullard	P/R Tree Farm		211.25
50654	Forrest Edson	P/R Tree Farm		485.33
50655	Linda Lucia	P/R Tree Farm		2,613.86
50656	Justeen Moritz-Wood	P/R Tree Farm		297.37
50657	Heather O'Dell	P/R Tree Farm		3,563.03
DD	Bill Bullard	P/R Stipend - Administrative	4,444.80	
DD	Ryan Fernandez	P/R Stipend	138.52	
DD	Samuel Ballenger	P/R Strike Team	1,636.31	
DD	Jenna Dunbar	P/R Stipend/Strike Team	1,643.90	
DD	Jacob Mual	P/R Stipend	138.52	
DD	Dustin Blumenthal	P/R FF	5,280.18	
DD	Dustin Parker	P/R FF	5,445.83	
DD	Kyle Bartlett	P/R FF	4,383.73	
DD	Matt Miller	P/R FF	3,567.12	
50658	Darrell Kopriva	P/R FF and Stipend	1,579.63	

Graton Fire District

Check Detail 01/12/2021

50659	Ian Muskar	P/R Strike Team	2,172.89
50660	Kyler L. Walker	P/R FF	4,874.40
3717	US Bank Credit Card	December Credit Card Charges	1,369.16
3718	Bill Bullard	Reimbursement Q2 2020/21	1,829.47
3719	Burtons Fire Inc.	Red Light; Vall Valves, x2	602.85
3720	Cal Net ATT	9391035570	192.86
3721	CalChoice	Health Benefits - Feb 2021	4,143.56
3722	Choice Builder	Dental/Vision Dec/Jan	1,043.88
3723	Cliff Walker Supply & Maint	Station Cleaning x5	1,000.00
3724	Darrell Kopriva	2nd Qtr Sleepers Reimb	360.00
3725	Dustin Blumenthal	Elite Command Training	370.00
3726	FASIS	Worker's Comp Q321	6,939.00
3727	Fire.Com	Engine Headsets, x7	11,313.05
3728	Galls Inc.	Uniform Pants	439.07
3729	Green Valley Farm	Pre-cut trees, x829	24,203.60
3730	Harmony Farms	Planting	466.64
3731	Ian Muskar	Upstaff Food; Q4 Sleepers Reimb	223.58
3732	Jacob Mual	2nd Qtr Sleepers Reimb	70.00
3733	Janin Comiskey	Bookkeeping Services	560.00
3734	Jenna Dunbar	2nd Qtr Sleepers Reimb	105.00
3735	Josh Skikos	2nd Qtr Sleepers Reimb	80.00
3736	Kringles Korner	Trees, x71	3,703.00
3737	Liebert Cassidy Whitmore	Legal Personnel Issues; Membership 2021	2,829.00

Graton Fire District

Check Detail 01/12/2021

3738	Linda Lucia	Tree Farm - Cider	7.35
3739	Major Alarm Inc	Station Monitoring Q2	88.50
3740	Matt Skinner	4th Qtr Sleepers Reimb Gowns; Alcohol Pads; Filters; Immobilization Device; Sterile Water;	160.00
3741	McKesson Medical - Surgical	Review Meeting Minutes	800.37
3742	Merrill, Arnone & Jones, LLP	Engine Parts, 82;	120.00
3743	Napa Auto Parts	Diesel, 550g	291.19
3744	North Bay Petroleum	Pest Control	1,712.66
3745	North Bay Tree Weed & Pest	Vehicle Maint, 60, 81, 82, 85	180.00
3746	One Call	Utilites	1,090.44
3747	PG&E	2nd Qtr Sleepers Reimb	276.43
3748	Sam Ballenger	Station Repairs; Radio Parts	350.00
3749	Sebastopol Hardware Center	Long Term Disability Insurance	13.06
3750	Standard Insurance Company	Ornaments	174.00
3751	The Classic Duck	Exhaust Extractor Parts	1,207.80
3752	Weidner & Associates	Helmet; Helmet Shield	167.27
3753	Witmer Public Safety Group	4th Qtr Sleepers Reimb	405.81
3754	Zach Colenzo	External Speaker	40.00
3755	Precision Wireless	Tree Delivery	116.91
3756	Royal Logistics and Trans		1,250.00
			85,653.25
			42,901.33
			128,554.58

TOTAL

128,554.58

Graton Fire Protection District
US Bank Report
January 12, 2021

<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Myers Restaurant Supply	Cider Pot	7000 · Tree Farm Expense	174.21
Amazon	Towel Holders, x2	6180 · Building Maintenance	54.10
Amazon	Parking Signs, x2	6180 · Building Maintenance	74.01
Amazon	Spray Bottles, x8	7000 · Tree Farm Expense	26.68
Amazon	Clipboards, x6	6880 · Small Tools/Instruments	140.82
Staples	Norton Software	6400 · Office Expense	27.05
Costco	Paper Products	6080 · Household Expense	84.75
Square Marketing	Tree Farm Ad	7000 · Tree Farm Expense	26.60
Amazon	Label Tape	6080 · Household Expense	15.14
Amazon	Paper Towels	6080 · Household Expense	23.08
Indeed	Admin Asst Ad	6400 · Office Expense	94.24
Verizon Wireless	Cellular	6040 · Communications	120.64
AT&T	Internet	7320 · Utilities	64.20
Pay Pal	Hose Ropes, x10	6880 · Small Tools/Instruments	158.98
Amazon	Storage Racks, x6	6180 · Building Maintenance	365.59
Dropbox	Online Storage	6400 · Office Expense	119.88
			<u><u>1,569.97</u></u>

DEPOSITS	
Transfer from ICS	
Tree Farm Income	36,897.94
Propert Tax Income	977,453.49
Total:	1,014,351.43

CURRENT ASSETS	
Summit State Operating Account:	941,163.11
Summit State ICS Account:	1,252,360.18
Total:	2,193,523.29

ACCOUNTS RECEIVABLES	Amount	Payment	Date
FEMA- Kincade Fire	151,829.58		10/13/2020
County Upstaffing	4,450.32		11/10/2020
State of CA- LNU Strike Team	227,458.45		12/8/2020
FEMA- LNU Station Staffing	180,443.07		12/8/2020
State of CA - Glass Fire Strike Team	216,943.32		12/8/2020
County Upstaffing	7,694.76		12/6/2020
	788,819.50		

Graton Fire Protection District
Profit & Loss Budget vs. Actual
July 1, 2020 through January 12, 2021

Ordinary Income/Expense	TOTAL		
	<u>Jul 1- Jan 12, 21</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
10 · Taxes			
1000 · Property Taxes - CY Secured	469,304.63	916,187.00	51.22%
1001 · Parcel Taxes - CY	0.00	877,365.00	0.0%
1004 · Property Taxes -CY Secured July	476,576.69	0.00	100.0%
1011 · Property Taxes - Admin Fee	0.00	-9,000.00	0.0%
1012 · CY Property Tax Homeowners Relf	0.00	0.00	0.0%
1014 · CY Property Taxes Backfill	0.00	0.00	0.0%
1020 · Property Taxes -CY Supplemental	4,953.70	17,000.00	29.14%
1040 · Property Taxes -CY Unsecured	25,827.82	22,000.00	117.4%
1042 · Cost Reim-Coll Del CY Unsec	0.00	-500.00	0.0%
1044 · Property Taxes -CY Unsec (July)	0.00	0.00	0.0%
1060 · Property Taxes -PY Secured	0.00	-500.00	0.0%
1080 · Property Taxes -PY Supplemental	0.00	0.00	0.0%
1100 · Property Taxes -PY Unsecured	0.00	500.00	0.0%
1120 · - State- Other in Lieu	18.82	0.00	100.0%
1122 · Property Taxes - State Homeowne	747.74	0.00	100.0%
10 · Taxes - Other	0.00	0.00	0.0%
Total 10 · Taxes	<u>977,429.40</u>	<u>1,823,052.00</u>	<u>53.62%</u>
17 · Use of Money/Property			
1700 · Interest on Pooled Cash	0.00	500.00	0.0%
1701 · Interest Earned	24.09	500.00	4.82%
1750 · Interest from Bank	0.00	0.00	0.0%
17 · Use of Money/Property - Other	0.00	0.00	0.0%
Total 17 · Use of Money/Property	<u>24.09</u>	<u>1,000.00</u>	<u>2.41%</u>
20 · Intergovernmental Revenues			
2400 · ST - Disaster Relief	0.00	0.00	0.0%
2440 · ST - HOPTR	0.00	5,000.00	0.0%
2500 · ST - Grants/Other	0.00	20,000.00	0.0%
2589 · State Revenue - Strike Team	0.00	360,000.00	0.0%
20 · Intergovernmental Revenues - Other	0.00	0.00	0.0%
Total 20 · Intergovernmental Revenues	<u>0.00</u>	<u>385,000.00</u>	<u>0.0%</u>
40 · Miscellaneous Revenues			
4020 · Tree Farm Revenue	123,095.99	70,000.00	175.85%
4021 · Sale - Real Property	37,061.00	0.00	100.0%
4040 · Miscellaneous Revenue	5,386.69	4,078.00	132.09%
4101 · Ins/Personal Damage Rebate	0.00	0.00	0.0%
4102 · Donations/Reimbursements	0.00	2,000.00	0.0%
4109 · Outdated/Cancelled Checks	0.00	0.00	0.0%
4600 · Sale of Fixed Asset	0.00	0.00	0.0%
4620 · Unclaimed-OT-Within Fund	0.00	0.00	0.0%
40 · Miscellaneous Revenues - Other	2,624.25	0.00	100.0%
Total 40 · Miscellaneous Revenues	<u>168,167.93</u>	<u>76,078.00</u>	<u>221.05%</u>

Graton Fire Protection District
Profit & Loss Budget vs. Actual
July 1, 2020 through January 12, 2021

	TOTAL		
	Jul 1- Jan 12, 21	Budget	% of Budget
Total Income	1,145,621.42	2,285,130.00	50.13%
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.0%
Gross Profit	1,145,621.42	2,285,130.00	50.13%
Expense			
50 · Salaries/Employee Benefits			
5910 · Payroll Expenses	103,388.98	540,000.00	19.15%
5911 · Reimbursement- Calls/Drills	12,825.00	50,000.00	25.65%
5912 · Pay- Strike Team	331,510.45	240,000.00	138.13%
5913 · Reimbursement- Boards/Comms	1,025.00	3,000.00	34.17%
5914 · Pay- Administrative Payroll	14,050.46	32,400.00	43.37%
5915 · Stipend Pay	29,857.41	120,450.00	24.79%
5916 · Overtime	0.00	86,400.00	0.0%
5917 · Sleeper Reimbursement	1,300.00	29,200.00	4.45%
5918 · Contract Employees	40,575.79	3,000.00	1,352.53%
5923 · Retirement- CalPERS	0.00	75,600.00	0.0%
5924 · Retirement- 457 Plan	0.00	4,000.00	0.0%
5925 · FICA (Medicare/SS)	0.00	16,495.00	0.0%
5930 · Health Insurance	23,320.00	90,000.00	25.91%
5931 · Disability Insurance	0.00	1,980.00	0.0%
5935 · Unemployment	0.00	15,931.00	0.0%
5940 · Workers Comp	12,349.00	82,277.00	15.01%
50 · Salaries/Employee Benefits - Other	834.00	0.00	100.0%
Total 50 · Salaries/Employee Benefits	571,036.09	1,390,733.00	41.06%
60 · Supplies and Services			
6020 · Clothing/Personal	19,206.84	40,000.00	48.02%
6040 · Communications	5,199.62	46,000.00	11.3%
6080 · Household Expense	1,863.07	4,000.00	46.58%
6100 · Liability Insurance	36,722.67	40,000.00	91.81%
6140 · Equipment Maintenance	2,540.88	15,000.00	16.94%
6155 · Vehicle Maintenance	29,621.44	55,000.00	53.86%
6180 · Building Maintenance	13,333.15	34,000.00	39.22%
6190 · Landscape Services	1,630.27	12,000.00	13.59%
6235 · Local Project Maintenance	0.00	0.00	0.0%
62400 · Depreciation Expense	0.00	0.00	0.0%
6261 · Medical Supplies	18,484.35	17,000.00	108.73%
6280 · Memberships	0.00	3,000.00	0.0%
6400 · Office Expense	13,196.51	8,000.00	164.96%
6461 · Operational Expense	0.00	0.00	0.0%
6521 · County Services	0.00	0.00	0.0%
6526 · Dispatch Services	0.00	0.00	0.0%
6536 · Bank Fees	0.00	0.00	0.0%

Graton Fire Protection District
Profit & Loss Budget vs. Actual
July 1, 2020 through January 12, 2021

	TOTAL		
	Jul 1- Jan 12, 21	Budget	% of Budget
6587 · LAFCO	1,718.00	1,741.00	98.68%
6598 · Environment	0.00	0.00	0.0%
6610 · Legal Services	15,729.00	15,000.00	104.86%
6630 · Audit Services	6,460.00	11,000.00	58.73%
6800 · Public/Legal Notices	29.67	500.00	5.93%
6820 · Rent/Lease Equipment	0.00	0.00	0.0%
6880 · Small Tools/Instruments	12,609.09	25,000.00	50.44%
6883 · Fire Equipment	0.00	0.00	0.0%
7000 · Tree Farm Expense	66,542.70	70,000.00	95.06%
7005 · Election Expense	224.00	15,000.00	1.49%
7120 · In-Service Training	6,219.87	15,000.00	41.47%
7150 · Recognition/Award	0.00	0.00	0.0%
7201 · Gas/Oil	10,321.43	12,000.00	86.01%
7300 · Transportation/Travel	877.44	5,000.00	17.55%
7303 · Private Car Expense	3,000.00	6,000.00	50.0%
7320 · Utilities	4,176.54	8,000.00	52.21%
60 · Supplies and Services - Other	76.64	0.00	100.0%
Total 60 · Supplies and Services	269,783.18	458,241.00	58.87%
66000 · Payroll Expenses	11,883.45	0.00	100.0%
66900 · Reconciliation Discrepancies	0.00	0.00	0.0%
75 · Other Charges			
7910 · Long-Term Debt - Principal	89,611.83	115,000.00	77.92%
7930 · Long-Term Debt - Interest			
Apparatus Debt - Principal	0.00	100,000.00	0.0%
7930 · Long-Term Debt - Interest - Other	83,079.27	100,000.00	83.08%
Total 7930 · Long-Term Debt - Interest	83,079.27	200,000.00	41.54%
8010 · Contribution Non-Co Govt	0.00	0.00	0.0%
75 · Other Charges - Other	0.00	0.00	0.0%
Total 75 · Other Charges	172,691.10	315,000.00	54.82%
86 · Other Financing Uses			
8620 · Unclaimed OT - Within A Fund	0.00	0.00	0.0%
86 · Other Financing Uses - Other	0.00	0.00	0.0%
Total 86 · Other Financing Uses	0.00	0.00	0.0%
999 · Undistributed	0.00	0.00	0.0%
Total Expense	1,025,393.82	2,163,974.00	47.39%
Net Ordinary Income	120,227.60	121,156.00	99.23%
Other Income/Expense			
Other Expense			
85 · Capital Assets			
8510 · Buildings/Improvements	0.00	10,000.00	0.0%
8526 · Project Planning	0.00	0.00	0.0%
8560 · New Equipment	0.00	40,000.00	0.0%

Graton Fire Protection District
Profit & Loss Budget vs. Actual
 July 1, 2020 through January 12, 2021

	TOTAL		
	Jul 1- Jan 12, 21	Budget	% of Budget
85 · Capital Assets - Other	0.00	0.00	0.0%
Total 85 · Capital Assets	0.00	50,000.00	0.0%
9000 · To Review	0.00	0.00	0.0%
Total Other Expense	0.00	50,000.00	0.0%
Net Other Income	0.00	-50,000.00	0.0%
Net Income	<u>120,227.60</u>	<u>71,156.00</u>	<u>168.96%</u>



Graton Fire Protection District

Post Office Box A, Graton, California 95444

www.gratonfire.com

Drill & Activity Reports

DEC 2020

#	Date	Description	Type
1)	12/01	Final Drive Test 8482 (Blumenthal)	S
2)	12/01	Monthly BOD Fire Reports (Kopriva)	S
3)	12/03	Extrication Scenarios @ Cream's	R
4)	12/03	Station Coverage – Thur Night	R
5)	12/04	Fire Academy (Search & Rescue)	T

(DW) Duty Weekend
(R) Regular Drill
(S) Special Drill
(T) Trainee Drill

Prepared By: Capt. Darrell Kopriva



Graton Fire Protection District

Post Office Box A, Graton, California 95444

www.gratonfire.com

ANNUAL ALARMS 2020-2021

Type	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Totals
Assist/Service Call		6	1	2		4							13
Auto/Mutual Aid	14	16	14	12	2	7							65
Debris Fire		1				1							2
Fire Alarm	3	2	1	3	2	5							16
Gas Leak						1							1
Hazardous Condition	4	2	5	3	2	4							20
Haz-Mat			1										1
Investigation	6	10	2	4	2	8							32
Medical Aid	27	22	19	28	28	25							149
Other / Cancellations													0
Rescue													0
Structure Fire		1		1									2
Traffic Collision	2	6	3	3	3	2							19
Vegetation Fire	1	2		3		1							7
Vehicle Fire	1		1	1									3
Total	58	68	47	60	39	58	0	0	0	0	0	0	330

Prepared By: Capt. Darrell Kopriva



Graton Fire Protection District

Post Office Box A, Graton, California 95444

www.gratonfire.com

ROSTER

#	Name	Rank	CDL	Cell	Home	Wk/Pgr/Other
1	Bill Bullard	8400 Chief / EMT	B	292-7286	887-8484	
2	Scott Fisher	8401 Deputy Chief	B	529-4483	829-9344	
3	Robert Sabrowsky	8402 Asst Chief / EMT	B	486-8481	823-5725	
4	Josh Skikos	Asst Chief	C	529-0383	829-4522	W
5	Darrell Kopriva	8404 Captain	C+	486-3775	536-9992	W 576-1371
6	Ian Muskar	8405 Captain / EMT	A	396-1147		
7	Lindsay Cruckshank	8406 Captain	C+	696-6049	869-5616	W 823-1542
8	Jason Gray	Engineer / EMT	A	236-2605		
9	Dustin Blumenthal	Engineer / EMT	C+	490-2626		
10	Kyler Walker	Engineer / EMT	B	328-8234		
11	Dusty Parker	Engineer / EMT	B	953-0581		
12	Ed Miranda	Firefighter	C	483-0391		
13	Sapphire Alvarez	Firefighter / EMT	B	478-4908		
14	Zach Colenzo	Firefighter	C	292-9739		
15	Shane Spelman	Firefighter / EMT	C+	494-0929	829-1934	
16	Jonathan Preciado	Firefighter / EMT	C	480-5010		
17	Matt Skinner	Firefighter	C+	530-680-1046		
18	Jacob Mual	Firefighter / EMT	C	721-4817		
19	Matt Miller	Firefighter / EMT	C	569-6301		
20	Levi DeCarly	Firefighter / EMT	C	483-3280		
21	Chaz Mathias	Firefighter	C	480-0213		
22	Kyle Bartlett	Firefighter / EMT	C+	490-6077		
23	Ryan Fernandez	Firefighter / EMT	C	332-6585		
24	Jenna Dunbar	Firefighter	C	805-400-8589		
25	Amanda Roy	Firefighter / EMT	C	495-3055		
26	Chris Lomanto	Firefighter	C	888-1057		
27	Ben Miller	Firefighter / EMT	B	326-1610		
28	Sam Ballenger	Firefighter	C	393-9080		
29	Jeremiah Mahan	Trainee / EMT	C	217-1484		
30	Jennifer Gehrman	Trainee	C	209-743-2248		
31	Kristen Cattell	Trainee	C	799-2432	823-8454	
32	Emily Fuller	Trainee	C	799-7848		
33	Mathias Bonse	Trainee	C	326-5694		W 577-4732
34	Lia Liskey	Trainee	C	326-1969		W 721-4402
35	Angel Cuevas	Trainee	C	843-9581		
36	Evan Jacobs	Cadet	L	490-9491	829-1161	
37	Maci Farmer	Cadet		495-8244		
	Bob Maddocks	President		888-4020	823-9575	
	Torrey Farmer	Vice President		495-7123		
	Mario Cesaretti	Treasurer		591-5600	823-9400	
	Wes Gray	Secretary		953-1409	823-5812	
	Jason Nunes	Member		849-1311		
GFPD Business Phone Number						823-8400
GFPD Fax Number						823-7251
Graton Firefighters Association Phone Number						823-8400 x120
Graton Fire Tree Farm/Heather O'Dell						322-2091
Graton Fire Investigator/John Teague						483-1433

Christmas Tree Sales

	1st weekend					2nd weekend							3rd weekend							4th weekend							5th weekend							
	PRE	Fri	Sat	Sun	Total	Tue	Wed	Thu	Fri	Sat	Sun	Total	Tue	Wed	Thu	Fri	Sat	Sun	Total	Tue	Wed	Thu	Fri	Sat	Sun	Total	Tue	Wed	Thu	Fri	Sat	Sun	Total	
2020	6,109	15,410	12,320	13,398	47,237	3,313	4,052	4,835	4,363	13,500	11,673	41,736	2,258	2,800	4,985	7,134	8,248	3,299	28,724	897	856	1,279	1,577	1,780	1,657	8,046	<i>sold out!</i>			n/a	n/a	n/a		
Total	47,237					88,973							117,697							125,743							68.9%							125,743
2019	3,864	10,285	5,514	4,243	23,906	n/a	n/a	5,292	3,417	5,274	13,499	27,482	n/a	n/a	2,826	1,194	6,338	5,556	15,914	n/a	n/a	1,878	1,485	2,059	1,713	7,135	n/a	n/a	n/a	n/a	n/a	n/a		
Total	23,906					51,388							67,302							74,437							-13.3%							74,437
2018	218	1,647	8,393	7,170	17,428	n/a	n/a	725	2,735	8,725	9,948	22,133	n/a	n/a	3,262	3,305	9,247	10,003	25,817	n/a	n/a	2,709	2,486	5,919	2,312	13,426	n/a	n/a	1,534	1,275	2,312	1,933	7,054	
Total	17,428					39,561							65,378							78,804							-1.8%							85,858
2017	n/a	5,386	5,627	5,872	16,885	n/a	n/a	1,819	3,063	9,689	10,515	25,086	n/a	n/a	3,021	3,448	10,045	10,652	27,166	n/a	n/a	3,270	1,582	3,454	4,232	12,538	n/a	n/a	1,664	1,120	1,924	1,071	5,779	
Total	16,885					41,971							69,137							81,675							68.6%							87,454
2016	n/a	3,385	6,119	5,030	14,534	n/a	n/a	1,217	2,451	7,939	7,910	19,517	n/a	n/a	2,977	2,070	6,276	6,120	17,443	n/a	n/a	440	1,791	2,519	2,141	6,891	n/a	n/a	1,441	829	554	n/a	2,824	
Total	14,534					34,051							51,494							58,385							18.0%							61,209
2015	n/a	2,183	6,905	5,514	14,602	n/a	n/a	648	2,378	8,028	5,070	16,124	n/a	n/a	1,739	2,658	5,571	4,421	14,389	n/a	n/a	1,493	709	2,420	1,512	6,134	n/a	n/a	626	n/a	n/a	n/a	626	
Total	14,602					30,726							45,115							51,249							22.9%							51,875
2014	n/a	2,255	2,746	2,918	7,919	n/a	n/a	717	1,212	6,933	6,815	15,677	n/a	n/a	3,785	1,168	4,328	3,275	12,556	n/a	n/a	1,806	988	1,431	1,833	6,058	n/a	n/a	n/a	n/a	n/a	n/a		
Total	7,919					23,596							36,152							42,210							3.6%							42,210
2013	n/a	2,346	3,634	3,909	9,889	n/a	n/a	2,025	1,619	6,550	6,084	16,278	n/a	n/a	1,634	1,199	5,016	3,469	11,318	n/a	n/a	968	396	917	968	3,249	n/a	n/a	n/a	n/a	n/a	n/a		
Total	9,889					26,167							37,485							40,734							8.3%							40,734
2012	n/a	980	880	1,925	3,785	n/a	n/a	611	737	3,130	3,539	8,016	n/a	n/a	1,385	2,482	4,937	6,262	15,065	n/a	n/a	1,438	1,095	2,273	2,719	7,524	n/a	n/a	1,104	641	1,105	367	3,216	
Total	3,785					11,801							26,866							34,390							-6.0%							37,605
2011	n/a	1,035	1,980	1,928	4,943	n/a	n/a	747	1,172	5,768	6,601	14,287	n/a	n/a	1,208	1,684	4,902	5,148	12,942	n/a	n/a	1,185	1,416	2,101	2,134	6,835	n/a	n/a	1,015	n/a	n/a	n/a	1,015	
Total	4,943					19,230							32,172							39,007							53.1%							40,022
2010	n/a	548	502	1,568	2,618	n/a	n/a	694	807	3,370	3,629	8,499	n/a	n/a	615	884	4,314	3,737	9,550	n/a	n/a	1,179	1,001	1,595	1,699	5,474	n/a	n/a	n/a	n/a	n/a	n/a		
Total	2,618					11,117							20,667							26,141							6.2%							26,141
2009	n/a	619	1,002	1,694	3,315	n/a	n/a	887	1,026	3,983	4,330	10,225	n/a	n/a	752	772	2,658	3,563	7,744	n/a	n/a	937	605	1,106	688	3,336	n/a	n/a	n/a	n/a	n/a	n/a		
Total	3,315					13,540							21,284							24,620							-23.5%							24,620
2008	n/a	4,214				n/a	n/a	13,350					n/a	n/a	750	1,150	5,633	3,063	10,596	n/a	n/a	560	961	1,701	795	4,017	n/a	n/a	n/a	n/a	n/a	n/a		
Total	4,214					17,564							28,160							32,177							54.4%							32,177
2007	n/a	711	810	745	2,266	n/a	n/a	n/a	n/a	1,972	2,050	4,022	n/a	n/a	n/a	n/a	3,720	5,245	8,965	n/a	n/a	n/a	n/a	3,013	1,995	5,008	n/a	n/a	n/a	n/a		580		
Total	2,266					6,288							15,253							20,261							-23.1%							20,841
2006	2,192					7,868							1,696							8,620							6,712							
Total	2,192					10,060							11,756							20,375							27,087							

Graton Tree Farm Sales

Total Sales

