

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BOARD MEETING AGENDA
3750 Gravenstein Hwy N, Sebastopol, CA 95472
February 9, 2021 7:00pm**

*Participate by phone 669.900.9128,,81710384771#,,,,*652161#
or zoom <https://us02web.zoom.us/j/81710384771?pwd=NHFjU3JoNjE2Q1FMSzZd1lZSEtYdz09>*

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. Part Time Fire Chief Job Description
7. New Business
 - a. CalPERS Final Resolution & Contract
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. Administrative Assistant Hiring Status
 - b. Stipend Scheduling for Summer
 - c. Roster, Alarms and Drills
15. Closed Session: *Exposure to potential litigation: Government Code section 54956.9(b).*
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
RESOLUTION AUTHORIZING A CONTRACT

No. 2021-02-01

WHEREAS, the Public Employees' Retirement Law provides for the participation of a Public Agency in the California Public Employees' Retirement System, making its employees members of said System; and

WHEREAS, the Board of Directors of the Graton Fire Protection District on February 9th, 2021, adopted a Resolution giving notice of intention to approve a contract providing for such participation; and

WHEREAS, the employees of said public agency, whose memberships in said Retirement System are contemplated, have approved said participation, by majority vote;

NOW, THEREFORE, BE IT RESOLVED, that a contract between the Board of Directors of the Graton Fire Protection District and the Board of Administration, California Public Employees' Retirement System is hereby authorized, a copy of said contract being attached hereto and by such reference made a part hereof as though herein set out in full; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the presiding officer of said governing body is hereby authorized, empowered and directed to execute said contract for and on behalf of said public agency.

Adopted this 9th day of February, 2021.

Presiding Officer

Attest:

Clerk or Secretary



California
Public Employees' Retirement System



CONTRACT
Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Directors
Graton Fire Protection District



In consideration of the covenants and agreement hereafter contained and on the part of both parties to be kept and performed, the governing body of above public agency, hereafter referred to as "Public Agency", and the Board of Administration, Public Employees' Retirement System, hereafter referred to as "Board", hereby agree as follows:

1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 57 for local safety members.
2. Public Agency shall participate in the Public Employees' Retirement System from and after March 1, 2021 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.
3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:

- (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
- a. Local Fire Fighters (herein referred to as local safety members).
5. Any exclusion(s) shall remain in effect until such time as the Public Employees' Retirement System determines that continuing said exclusion(s) would risk a finding of non-compliance with any federal tax laws or regulations. If such a determination is contemplated, the Public Employees' Retirement System will meet with the Public Agency to discuss the matter and coordinate any required changes or amendments to the contract.

In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:

- a. **MISCELLANEOUS EMPLOYEES; AND**
- b. **POLICE EMPLOYEES.**

6. Public Agency's participation in the Public Employees' Retirement System is based on the Board's reasonable, good faith interpretation of current Internal Revenue Service Guidance that Public Agency as constituted at the time of this Agreement is eligible to participate in a governmental plan within the meaning of Internal Revenue Code Section 414(d). Public Agency's continued participation shall be subject to the Board's determination of Public Agency's status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d), upon publication of final Treasury Regulations pursuant to such Section (the "Final Regulations"). If upon publication of the Final Regulations, the Board determines that Public Agency would not qualify as an agency or instrumentality of the state or political subdivision of a State, Public Agency shall take all necessary and applicable steps to comply with the Final Regulations, including making any necessary amendments to Public Agency's governing documents. If Public Agency fails to timely comply with the Final Regulations, the Board shall take any remedial corrections required under the Final Regulations, which may include the termination of Public Agency's participation in the Public Employees' Retirement System, and the cancellation of all benefits and any service credit accrued for Public Agency employees and retirees.
7. The percentage of final compensation to be provided for each year of credited prior and current service as a local safety member shall be determined in accordance with Section 7522.25(d) of said Retirement Law (2.7% at age 57 Full).
8. Public Agency elected and elects to be subject to the following optional provisions:
 - a. Section 20938 (Limit Prior Service to Members Employed on Contract Date).
9. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local safety members of said Retirement System.
10. Public Agency shall also contribute to said Retirement System as follows:
 - a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21574 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local safety members.

- b. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
 - c. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
11. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
 12. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS
GRATON FIRE PROTECTION
DISTRICT

BY _____
ARNITA PAIGE, CHIEF
PENSION CONTRACTS AND PREFUNDING
PROGRAMS DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
PRESIDING OFFICER

Witness Date

Attest:

Clerk



California Public Employees' Retirement System
Financial Office | Pension Contracts and Prefunding Programs Division
P.O. Box 942703, Sacramento, CA 94229-2703
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

SUMMARY OF MAJOR PROVISIONS

2.7% @ 57 Formula (Section 7522.25(d)) for Local Safety Members

Service Retirement

To be eligible for service retirement, a member must be at least age 50 and have five years of CalPERS credited service. There is no compulsory retirement age.

The monthly retirement allowance is determined by age at retirement, years of service credit and final compensation. The basic benefit is 2.7% of final compensation for each year of credited service upon retirement at age 57. If retirement is earlier than age 57, the percentage of final compensation decreases for each quarter year of attained age to 2% at age 50.

Final compensation is the average monthly pay rate during the last consecutive 36 months of employment, unless the member designates a different period of 36 consecutive months when the average pay rate was higher.

Disability Retirement

Members substantially incapacitated from performing the usual duties for the position for his/her current employer, and from performing the usual duties of the position for other CalPERS covered employers (including State agencies, schools, and local public agencies), and where similar positions with these other employers with reasonably comparable in pay, benefits, and promotional opportunities are not available, would be eligible for disability retirement provided they have at least five years of service credit. The monthly retirement allowance is 1.8% of final compensation for each year of service. The maximum percentage for members who have between 10.000 and 18.518 years of service credit is one-third of their final compensation. If the member is eligible for service retirement the member will receive the highest allowance payable, service or disability. If provided by the employer's contract, the benefit would be a minimum of 30% of final compensation for the first five years of service credit, plus 1% for each additional year of service to a maximum benefit of 50% of final compensation.

Industrial Disability Retirement

If provided by the employer's contract, members permanently incapacitated from performing their duties, as defined above under Disability Retirement, and the disability is a result of a job-related injury or illness may receive an Industrial Disability Retirement benefit equal to 50% of their final compensation. If provided in the employer's contract and the member is totally disabled, the disability retirement allowance would equal 75% of final compensation in lieu of the disability retirement allowance otherwise provided. If the member is eligible for service retirement, the service retirement allowance is payable. The total allowance cannot exceed 90% of final compensation.

Pre-Retirement Death Benefits

Basic Death Benefit

This benefit is a refund of the member's contributions plus interest and up to six months' pay (one-month's salary rate for each year of current service to a maximum of six months).

1957 Survivor Benefit

An eligible beneficiary may elect to receive either the Basic Death Benefit or the 1957 Survivor Benefit. The 1957 Survivor Benefit provides a monthly allowance equal to one-half of the highest service retirement allowance the member would have received had he/she retired on the date of death. The 1957 Survivor Benefit is payable to the surviving spouse or registered domestic partner until death or to eligible unmarried children until age 18.

1959 Survivor Benefit¹

A surviving spouse or registered domestic partner and eligible children may receive a monthly allowance as determined by the level of coverage. This benefit is payable in addition to the Basic Death Benefit or 1957 Survivor Benefit. Children are eligible if under age 22 and unmarried.

Pre-Retirement Optional Settlement 2 Death Benefit²

The spouse or registered domestic partner of a deceased member, who was eligible to retire for service at the time of death, may elect to receive the Pre-Retirement Optional Settlement 2 Death Benefit in lieu of the lump sum Basic Death Benefit. The benefit is a monthly allowance equal to the amount the member would have received if he/she had retired for service on the date of death and elected Optional Settlement 2, the highest monthly allowance a member can leave a spouse or registered domestic partner.

Cost-Of-Living Adjustments

The cost of living allowance increases are limited to a maximum of 2% compounded annually unless the employer's contract provides a 3, 4, or 5% increase.

Death After Retirement

The lump sum death benefit is \$500 (or \$600, \$2,000, \$3,000, \$4,000 or \$5,000 if provided by the employer's contract) regardless of the retirement plan chosen by the member at the time of retirement.

Termination of Employment

Members who have separated from employment may elect to leave their contributions on deposit or request a refund of contributions and interest. Those who leave their contributions on deposit may apply later for a monthly retirement allowance if the minimum service and age requirements are met. Members who request a refund of their contributions terminate their membership and are not eligible for any future benefits unless they return to CalPERS membership.

Employee Contributions

Safety members covered by the 2.7% @ 57 formula shall share the cost of the benefit with their employer. Each will be responsible for 50% of the normal cost associated with participating in this system.

The employer bears the entire cost of prior service benefits (the period of time before the employer provided retirement coverage under CalPERS). All employer contribution rates are subject to adjustment by the CalPERS Board of Administration.

¹ If provided by the employer's contract and the member is not covered under social security.

² (If provided by the employer's contract.)

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

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

1. Call to Order: 7:00pm
2. Pledge of Allegiance
3. Roll Call: Farmer, Maddocks, Cesaretti, Gray, Nunes; also present: Bullard, Fisher
4. Corrections to the Agenda: Move 7a up for public in attendance
5. Scheduled and Unscheduled Appearances: Member of the public asked status of hiring admin assistant. Farmer suggested making a goal of February Board Meeting.
6. Old Business
 - a. Terrorist Coverage: Carrier updated it will happen this month and be presented to the Board in February.
 - b. Part Time Fire Chief Job Description: In process.
7. New Business
 - a. Tree Farm Report: Tree Farm Manager Heather O'Dell shared this was the busiest year ever; amazing support from the community. Seedlings being planted this month.
 - b. Policy Update – Cadet Job Description: Motion to approve policy update with addition of requiring the liability waiver by Maddocks, 2nd by Gray, passed 5/0/0
 - c. CalPERS Resolution: Motion to approve Resolution of Intention by Maddocks, 2nd by Cesaretti, passed 5/0/0
8. Committee Reports
 - a. Apparatus: Lightbar on 8482 dying slowly and cannot get parts; working with mechanic to upgrade all emergency lighting to LED
9. Approval of prior Board Meeting Minutes
 - a. October 19, 2020: Motion to approve minutes as written by Maddocks, 2nd by Cesaretti, passed 4/0/1
 - b. December 8, 2020: Motion to approve minutes as written by Cesaretti, 2nd by Nunes, passed 4/0/1
 - c. December 10, 2020: Motion to approve minutes as written by Cesaretti, 2nd by Maddocks, passed 5/0/0
10. Purchase Requests: None
11. Bills & Warrants: Motion to approve Check Detail 1-12-21 in the amount of \$128,554.58 by Maddocks, 2nd by Gray, passed 5/0/0

12. Budget Report: The budget has been presented and reviewed by the Board
13. Correspondence: Board directors shared they received information from Director Nunes and one other individual
14. Fire Chief's Report: We closed the station to everyone except the two full-time employees for most of December due to rise in COVID infection. We deployed one EMT/Firefighter to Petaluma Valley Hospital to support their operations for 14 days
 - a. Roster: Promoting Skikos to Assistant Chief and removing Jason Gray due to lack of time to volunteer. Motion to approve Maddocks, 2nd Gray, passed 3/2/0
 - b. Alarms: 58 calls during December 2020
 - c. Drills: 5 drills and activities during December 2020
15. Closed Session: None
16. Adjournment: 8:04pm

Graton Fire Protection District
Check Detail
02/09/2021

<i>Num</i>	<i>Name</i>	<i>Memo</i>	<i>Graton</i>	<i>Tree Farm</i>
3757	US Bank	Acct #****6219	1,924.31	
3758	Aaction Rents	Tool Rental	259.51	
3759	Airport Medical Clinic	DMV Physicals, x2	220.00	
3760	Bauer Compressors	SCBA bottles x 23	20,251.42	
3761	Bill Bullard	Reimbursement - Restock	77.69	
3762	Brooks Tree Farm	Seedlings, x900		744.00
3763	Cal Net ATT	9391035570	186.42	
3764	CalChoice	Health Benefits - March 2021	4,143.56	
3765	Choice Builder	Dental Vision February 2021	1,048.88	
3766	Cliff Walker Supply & Maint	Station Cleaning	800.00	
3767	Eastman Graphics	Tree Farm Signage		1,025.00
3768	Frog Power Equipment LLC	Service Tools	111.23	
3769	Galls Inc.	Uniform Parts	186.72	
3770	Golden State Emergency Vehicle Service In	Ball Valves, x4	447.80	
3771	Harmony Farms	Tree Farm Planting/Landscaping		351.00
3772	Heather O'Dell	Sweatshirts x 3		75.00
3773	Liebert Cassidy Whitmore	Investigate Complaint	798.00	
3774	McKesson Medical - Surgical	Epi Pens; Isolation Gowns	3,161.68	
3775	North Bay Fire - v	Gas Meter Sensor	194.68	
3776	PG&E	Utilities	647.79	
3777	Risk Strategies	Terrorism Insurance	45.00	
3779	Sebastopol Hardware Center	Roof Patch	40.98	
3780	Standard Insurance Company	Long Term Disability Insurance	174.00	
3781	Weidner & Associates	Diesel Exhaust, hoses, x3	6,321.63	
3782	Wyatt Irrigation	Flex Hose	267.82	
3783	Zoro Tools	Glass Cleaner, 2 Cases	217.07	

Graton Fire Protection District
 Check Detail
 02/09/2021

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Graton</u>	<u>Tree Farm</u>
3789	Sebastopol Hardware Center	House Trainig	227.16	
	ADP	P/R Liabilites 2021-02	16,953.57	
DD	Jackson Barnard	P/R Tree Farm		261.81
DD	Michael Martinez	P/R Tree Farm		303.14
50661	Jason Melendez	P/R Tree Farm		106.29
50663	Heather O'Dell	P/R Tree Farm		3,760.07
DD	Ryan Fernandez	FD P/R Stipend	835.84	
50662	Justeen Moritz-Wood	P/R Tree Farm		159.35
50664	Darrell Kopriva	FD Payroll Stipend/Engineer	1,586.94	
DD	Sam Ballenger	FD PR Stipend	969.26	
DD	Jenna Dunbar	FD PR Strike Team/Stipend	9,477.26	
DD	Jacob Mual	PR FD Stipend	554.10	
50665	Ian Muskar	PR FD Engineer	617.27	
DD	Dustin Blumenthal	PR FD Career Staff	4,443.72	
DD	Dustin Parker	P/R FD Career Staff	4,804.69	
50666	Kyler L. Walker	P/R FD Career Staff	2,769.91	
DD	Kyle Bartlett	PR FD Career Staff	3,849.95	
DD	Matt Miller	PR FD Career Staff	4,089.81	
DD	Shane Spelman	PR FD Career Staff	3,672.18	
			96,377.85	6,785.66
		TOTAL	103,163.51	

Graton Fire Protection District
US Bank Report
February 9, 2021

<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Elite Business Ventures	Training-S230, S231	6400 · Office Expense	710.00
Amazon	Air Hose Fitting	6180 · Building Maintenance	16.46
Costco	Paper Products	6080 · Household Expense	105.32
Costco	Dept Photos	6400 · Office Expense	4.34
Mary's Pizza Shack	Fire Investigation	7120 - In Service Training	36.24
Costco	Toilet Paper	6080 · Household Expense	17.93
Verizon Wireless	Cellular	6040 · Communications	120.64
AT&T	Internet	7320 · Utilities	64.20
USPS	Postage	6400 · Office Expense	5.75
Firefighting Depot	Hose Straps, x20	6880 · Small Tools/Instruments	150.54
Osha4less	Labor Law Poster	6400 · Office Expense	56.14
Amazon	Spotlight	6880 · Small Tools/Instruments	30.84
Costco	Station Supplies	6080 · Household Expense	119.91
USPS	Postage	6400 · Office Expense	4.90
El Farolito	House Training	7120 · In-Service Training	170.58
Amazon	Air Gauge	6155 · Vehicle Maintenance	9.69
Amazon	Battery Lights	6155 · Vehicle Maintenance	43.29
USPS	Postage	6400 · Office Expense	2.60
Costco	Battery Back Up	6400 · Office Expense	64.94
Willow Wood Market	Seedling Planting	7000 · Tree Farm Expense	190.00
			<u><u>1,924.31</u></u>

DEPOSITS	
Transfer from ICS	
A/R LNU Strike Team	227,458.45
A/R Glass Fire	2,654.14
Kincade Fire	145,188.66
Total:	375,301.25

CURRENT ASSETS	
Summit State Operating Account:	268,007.16
Summit State ICS Account:	2,183,546.02
Total:	2,451,553.18

ACCOUNTS RECEIVABLES	Amount	Payment	Date
FEMA- Kincade Fire	151,829.58	145,188.66	2/9/2020
County Upstaffing	4,450.32		11/10/2020
State of CA- LNU Strike Team	227,458.45	227,458.45	1/25/2021
FEMA- LNU Station Staffing	180,443.07		12/8/2020
State of CA - Glass Fire Strike Team	216,943.32	2,654.14	1/25/2021
County Upstaffing	7,694.76		12/6/2020
	788,819.50		

Graton Fire Protection District Profit & Loss Budget vs. Actual July 1, 2020 through February 9, 2021

	TOTAL		
	Jul 1, '20 - Feb 9, 21	Budget	% of Budget
Ordinary Income/Expense			
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	977,429.40	1,823,052.00	53.62%
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	24.09	1,000.00	2.41%
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	230,112.59	360,000.00	63.92%
20 · Intergovernmental Revenues - Other	0.00	0.00	0.0%
Total 20 · Intergovernmental Revenues	230,112.59	385,000.00	59.77%
40 · Miscellaneous Revenues			
4020 · Tree Farm Revenue	122,834.18	70,000.00	175.48%
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%

Graton Fire Protection District Profit & Loss Budget vs. Actual July 1, 2020 through February 9, 2021

	TOTAL		
	Jul 1, '20 - Feb 9, 21	Budget	% of Budget
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	167,906.12	76,078.00	220.7%
Total Income	1,375,472.20	2,285,130.00	60.19%
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	1,375,472.20	2,285,130.00	60.19%
Expense			
50 · Salaries/Employee Benefits			
5910 · Payroll Expenses	103,389.08	540,000.00	19.15%
5911 · Reimbursement- Calls/Drills	12,825.00	50,000.00	25.65%
5912 · Pay- Strike Team	339,787.71	240,000.00	141.58%
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	34,466.61	120,450.00	28.62%
5916 · Overtime	0.00	86,400.00	0.0%
5917 · Sleeper Reimbursement	1,300.00	29,200.00	4.45%
5918 · Contract Employees	69,740.35	3,000.00	2,324.68%
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	28,512.44	90,000.00	31.68%
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	1,008.00	0.00	100.0%
Total 50 · Salaries/Employee Benefits	618,453.65	1,390,733.00	44.47%
60 · Supplies and Services			
6020 · Clothing/Personal	19,393.56	40,000.00	48.48%
6040 · Communications	5,320.26	46,000.00	11.57%
6080 · Household Expense	2,158.95	4,000.00	53.97%
6100 · Liability Insurance	36,767.67	40,000.00	91.92%
6140 · Equipment Maintenance	2,735.56	15,000.00	18.24%
6155 · Vehicle Maintenance	30,375.53	55,000.00	55.23%
6180 · Building Maintenance	20,496.21	34,000.00	60.28%
6190 · Landscape Services	2,310.59	12,000.00	19.26%
6235 · Local Project Maintenance	0.00	0.00	0.0%

Graton Fire Protection District
Profit & Loss Budget vs. Actual
July 1, 2020 through February 9, 2021

	TOTAL		
	Jul 1, '20 - Feb 9, 21	Budget	% of Budget
62400 · Depreciation Expense	0.00	0.00	0.0%
6261 · Medical Supplies	21,866.03	17,000.00	128.62%
6280 · Memberships	0.00	3,000.00	0.0%
6400 · Office Expense	14,045.18	8,000.00	175.57%
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%
6587 · LAFCO	1,718.00	1,741.00	98.68%
6598 · Environment	0.00	0.00	0.0%
6610 · Legal Services	16,527.00	15,000.00	110.18%
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	33,041.89	25,000.00	132.17%
6883 · Fire Equipment	0.00	0.00	0.0%
7000 · Tree Farm Expense	75,325.15	70,000.00	107.61%
7005 · Election Expense	224.00	15,000.00	1.49%
7120 · In-Service Training	6,617.61	15,000.00	44.12%
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	5,074.95	8,000.00	63.44%
60 · Supplies and Services - Other	76.64	0.00	100.0%
Total 60 · Supplies and Services	314,763.32	458,241.00	68.69%
66000 · Payroll Expenses	36,580.30	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%

Graton Fire Protection District Profit & Loss Budget vs. Actual July 1, 2020 through February 9, 2021

	TOTAL		
	Jul 1, '20 - Feb 9, 21	Budget	% of Budget
999 · Undistributed	0.00	0.00	0.0%
Total Expense	1,142,488.37	2,163,974.00	52.8%
Net Ordinary Income	232,983.83	121,156.00	192.3%
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%
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%
	232,983.83	71,156.00	327.43%



Graton Fire Protection District

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Summer Stipends Questions & Answers

Positions: 3

Shifts/Month: 10/person, can work more shifts once volunteer signups are complete

Stipend Pay: \$150 shift pay and \$35-45 shift reimbursement

Start Date: May 2021 (accommodations may be made for school commitments)

End Date: November 2021 (estimated, depends on fire season)

Strike Team/Wet Hire Priority: Typically, four per engine. When feasible, there should be one captain (or higher) or career engineer and two apparatus operators on each engine. Staffed in the following order:

- 1) 1st Summer stipend
- 2) Volunteers
- 3) 2nd summer stipend
- 4) Career staff

Note: Within each priority, those with the least strike team/overtime hours have priority

Qualifications: Completion of Graton Fire or other firefighter training academy, status as a firefighter or higher rank, Red Card qualified, and be in good standing with the fire department.

Hiring Process: It is our plan to only interview and hire internal candidates. Those who best match the needs of the department will be selected.

Job Description: To increase the level of staffing during the summer months of heavy fire activity, Graton Fire is looking for three outstanding individuals to work alongside our career staff and volunteers. They will participate in training, call response, general station maintenance, shift tasks, etc. When there is a request for a strike team, a minimum of one and potentially two, summer stipend positions will be part of the responding crew. This is a great opportunity to gain experience and build your firefighter resume.

Requirements: Follow the direction of the career engineer during shifts and company officer during deployments. Meet the standards for strike team deployments as outlined by the fire department – most importantly, being available for a minimum of 14 days. The summer stipend staff who remain behind are expected to cover the open shifts unless there are volunteers available.

Deadline: Submit your interest in the summer stipend position to Chief Bullard by February _____ and include a list of your certifications (e.g., EMT, FF1, ICS).



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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	8403 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
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 Gehrmann	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		
	Torrey Farmer	President		888-4020	823-9575	
	Bob Maddocks	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						



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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	5						18
Auto/Mutual Aid	14	16	14	12	2	7	10						75
Debris Fire		1				1							2
Fire Alarm	3	2	1	3	2	5	5						21
Gas Leak						1	1						2
Hazardous Condition	4	2	5	3	2	4	4						24
Haz-Mat			1										1
Investigation	6	10	2	4	2	8	3						35
Medical Aid	27	22	19	28	28	25	26						175
Other / Cancellations													0
Rescue													0
Structure Fire		1		1			1						3
Traffic Collision	2	6	3	3	3	2	5						24
Vegetation Fire	1	2		3		1							7
Vehicle Fire	1		1	1									3
Total	58	68	47	60	39	58	60	0	0	0	0	0	390

Prepared By: Capt. Darrell Kopriva



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Drill & Activity Reports

JAN 2021

#	Date	Description	Type
1)	01/02	Monthly Fire Reports (Kopriva)	S
2)	01/07	RIC - Interior Search's	R
3)	01/14	Firefighter Survival	R
4)	01/16	Live RIC Training	S
5)	01/21	Swift Water Rescue	R
6)	01/28	Hose Loads	R

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