



**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
3750 Gravenstein Hwy N, Sebastopol, CA 95472
January 11th, 2022 at 7:00 p.m.**

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

NOTICE

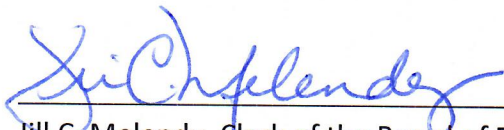
THE DISTRICT WILL IMPOSE SOCIAL DISTANCING MEASURES FOR ALL INDIVIDUALS PRESENT AND REQUIRE INDIVIDUALS TO MAINTAIN AT LEAST SIX FEET OF DISTANCE FROM OTHERS PRESENT

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Corrections and/or Modifications to the Agenda
5. PUBLIC COMMENT: *The Board of Directors welcomes participation in Board meetings. Matters under the jurisdiction of the Board that are not posted on the agenda may be addressed by the general public. This opportunity for comment is provided by the Ralph M. Brown Open Meeting Act. However, California Law prohibits the Board from acting on any matter which is not on the posted agenda, unless the Board determines that it is an emergency or other situation specified in Government Code Section 54950 et seq. Public comment is limited to three (3) minutes per individual.*
6. CONSENT CALENDAR: *Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.*
 - a. Draft Board Meeting Minutes, 12/14/21
 - b. Report upon Return from Closed Session Board Meeting 12/16/21
7. Old Business
 - a. Policy & Procedures Updates – Committee on Lexipol additions.
8. New Business
 - a. Tree Farm Recap

- b. Review of District Legal Invoices: District Counsel recommends that this matter be continued with the February meeting in order to ensure the availability of all District legal services invoices for the past year.
9. Committee Report
 - a. Apparatus Report
10. Purchase Request: For consideration and approval
 - a. New Type I Structure Engine – Pierce Manufacturing, Inc.
11. Financial Reports
12. Correspondence
13. Fire Chief's Report
 - a. Roster, Alarms and Drills
14. Future Agenda Items: Board members may raise issues for the next board meeting that need attention. Board members may also recommend that future agenda items be considered at a board special meeting.
15. Closed Session
 - a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Exposure to Litigation – Authorized pursuant to Gov. Code section 54956.9(d)(2)): (1 matter)
16. Report Upon Return From Closed Session
17. Adjournment

Certification

I, Jill Melendy, Clerk to the Board for the Graton Fire Protection District, do hereby declare that the foregoing agenda for January 11th, 2022 Regular Meeting of the Board of Directors of the Graton Fire Protection District was posted on the door outside the District Headquarters by Saturday, January 8th, 2022 at 7:00 p.m. In compliance with Government Code Section 54957.5. Any non-exempt writing or documents provided to a majority of the Board of Directors regarding any item on this agenda are available during normal business hours, for public inspection at Fire District headquarters office, located at 3750 Gravenstein Hwy N, Sebastopol, CA 95472. This agenda is also available on the District website www.gratonfire.com



Jill C. Melendy, Clerk of the Board of Directors

Dated: January 8th, 2022 / Graton Fire Protection District

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.

CONSENT CALENDAR



**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
3750 Gravenstein Hwy N, Sebastopol, CA 95472
December 14th, 2021**

1. Call to Order: 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call: Maddocks, Cesaretti, Nunes, Peterson, Fisher. Also Present: Bullard, Ross (District Counsel)
4. Corrections and/or Modifications to the Agenda: Bullard requests that item 7 c. move up for discussion as Jeffrey Small/Capitol PFG is attending via phone. Board approved change.
5. PUBLIC COMMENT: District Counsel reminded the public attendees that comments are to be limited to 3 minutes per individual for each item agendized.
6. CONSENT CALENDAR: Motion by Peterson to approve Consent Calendar as whole, 2nd by Fisher, Passed 5/0/0.
 - a. Draft Board Meeting Minutes, 11/9/21
 - b. Report upon Return from Closed Session Board Meeting, 11/9/21
7. Old Business
 - a. Policy & Procedures Updates – Committee on Lexipol additions: Fisher reports work in progress, nothing to report.
 - b. Chief Bullard Office Use – Policy 1209: For consideration and approval: District Counsel summarized attorney client privilege letter from LCW to District Counsel regarding opinion on personal business conducted by volunteers at the Station. Determined that reduced response time and increased availability of Volunteers at Station is beneficial to District. Neither gift of public funds nor FLSA was an issue according to District Counsel. Distributed draft Policy 1209 to public. Motion by Fisher to accept Policy 1209, 2nd by Peterson, passed 5/0/0.
 - c. Paydown Mortgage Discussion: District Counsel had previously requested an analysis from Capitol PFG, an experienced independent financial advisory firm, regarding the District proposal to pay down the mortgage. Various public

comments in both support and opposition of paydown. Each Board Member weighed in on their views. Motion by Peterson to pay down mortgage \$1,163,968, 2nd by Fisher, passed 3/2/0. Cesaretti and Nunes dissenting.

8. New Business

- a. Fiscal Year 21 Audit Review and Approval: Blake Goranson at Goranson & Associates highlighted 2020-21 Preliminary Audit. The District is maintaining high quality in their financial practices and procedures. Motion by Fisher to accept and approve Audit, 2nd by Cesaretti, passed 5/0/0.
- b. ISO Assessment: Chief provided overview of ISO rating system. Graton has moved up to a 4 rating. Assisted by career staff availability. Offers a possible insurance discount for District homeowners.

9. Committee Report

- a. Apparatus Report: Sabrowsky reported on project cost for new Type 1 Engine. Expected cost to be approximately \$850,000. Will have proposal for Board at January meeting as anticipated 6-7% cost increase will occur on February 1st, 2022.

10. Purchase Request: For consideration and approval.

- a. Handheld GPS: Sabrowsky requested this item on the November agenda but there was difficulty with availability. Resubmitting for new vendor. This is a CalFire grant submission that will pay 50% of the requested item. Motion by Peterson to purchase 4 GPS units from Sportsman Warehouse not to exceed \$1,600, 2nd by Nunes, passed 5/0/0.

11. Financial Reports: Board reviewed financial packet. Motion by Fisher to approve Check Detail in the amount of \$184,557.36, 2nd by Nunes, passed 5/0/0.

12. Correspondence: None

13. Fire Chief's Report: Chief Bullard was selected by Center for Public Safety Excellence as Chief Fire Officer, a national organization that offers professional designation that recognizes career excellence.

- a. Roster: Motion by Peterson to add Trevor Morrison as Trainee to roster, 2nd by Nunes, passed 5/0/0.
- b. Alarms: 48 Drills: 9

14. Closed Session: Adjourned at 8:47 p.m. Returned at 9:11 p.m.

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Gov. Code section 54956.9(d)(2): (2 matters)

15. Report Upon Return From Closed Session: Ross indicates Board convened in Closed Session at 8:52 p.m. Discussed a concern regarding a Director that should have been excluded from the November Closed Session meeting so a Special Meeting Closed Session will be held on December 16, 2021 at 5:30 p.m. There was no consideration of the other Closed Session matter.

16. Future Agenda Items: Public requested additional detail regarding LCW invoices related to Sabrowsky. District Counsel recommended agendaing for next Board Meeting, President Maddocks agreed.

17. Adjournment: 9:14 p.m.

William D. Ross
David Schwarz
Kypros G. Hostetter

Law Offices of
William D. Ross
400 Lambert Avenue
Palo Alto, California 94306
Telephone: (650) 843-8080
Facsimile: (650) 843-8093

Los Angeles Office:
P.O. Box 25532
Los Angeles, CA 90025

File No: 19/65

January 8, 2022

VIA E-MAIL

The Honorable Bob Maddocks, President
and Members of the District Board of Directors
Graton Fire Protection District
3750 Gravenstein Hwy, N
Sebastopol, CA 95472

Re: Report Upon Return from Closed Session; Special Virtual Meeting of the Graton
Fire Protection District Board of Directors; December 16, 2021

Dear President Maddocks and Members of the Board of Directors:

This communication sets forth reportable action, if any, of the Board of Directors (“Board”) of the Graton Fire Protection District (“District”) consistent with provisions of the Ralph M. Brown Opening Meeting Act (Government Code Section 54950, *et seq.*) resulting from the Closed Session of the December 16, 2021 Special Board Meeting.

Your Board convened in Open Session at 5:30 p.m. to address matters agendized for Board consideration in Closed Session. Upon ascertaining that there were no unresolved comments on the matters agendized for Closed Session, the Board consisting of Members Maddocks, Ceserati and Peterson, adjourned into Closed Session at 5:34 p.m.

There was one matter agendized for Closed Session consideration:

6. a. Conference with Legal Counsel – Anticipated Litigation
Exposure to Litigation – Authorized Pursuant to Government Code
Section 54956.9(d)(2)
1 matter
- b. Public Employee Discipline
Authorized Pursuant to Government Code Section 54957(b)

With respect to Closed Session Agenda Item No. 6.a., there was a Board action to authorize a confidential review of the claims advanced by Debra Kochan Esq on behalf of Ms. Sapphire Alvarez. Except as indicated there was no other reportable action under the common law attorney

The Honorable Bob Maddocks, President
and Members of the District Board of Directors
January 8, 2022
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client privilege and that provided by Government Code Sections 54956.8(d)(2).

With respect to Closed Session Agenda Item No. 13b, there was no reportable action consistent with the provisions of Government Code section 54957(b).

The Closed Session concluded at 5:48 p.m. with the indication that a written Report Upon Return from Closed Session would be prepared consistent with the provisions of Government Code section 54957.1 for the matters agendized for Closed Session consideration.

This communication should be added for review under the Consent portion of the Agenda of your next Regular or Special Board Meeting.

If there are any questions concerning its content, it may be taken off the Consent Calendar at that time or our office may be contacted in the interim.

Very truly yours,



William D. Ross
District Counsel

WDR:jf

cc: Bill Bullard, District Chief
Jill Melendy, Administrative Assistant

PURCHASE REQUESTS

ENFORCER TYPE 1 STRUCTURE ENGINE
1/11/2022
Vendor: Golden State Fire Apparatus/Pierce Manufacturing, Inc.
Price: \$869,680.55
Requested Motion: I make a motion to purchase One (1) Pierce
Manufacturing, Inc. Enforcer Type 1 Structure Engine not to exceed
\$900,000.00



**GOLDEN
STATE**
FIRE APPARATUS

PROPOSAL PREPARED FOR

Graton Fire Department
Pierce Manufacturing, Inc.
Enforcer Type 1 Engine
Sourcewell GPO Product ID: 789
January 6, 2022

SALES CONSULTANT

Jon Bauer
Golden State Fire Apparatus, Inc.
7400 Reese Road
Sacramento, CA 95828
916.330.1638 Office
530.351.2151 Cell
jbauer@goldenstatefire.com

PARTS, SERVICE & SUPPORT

Golden State Emergency Vehicle Service, Inc.
7400 Reese Road
Sacramento, CA 95828
916.330.1638 Office
parts@goldenstatefire.com

PROPOSAL PREPARED FOR:

Graton Fire Department

3750 Gravenstein Hwy

Sebastopol, CA 95472

Submitted Date:	January 6, 2022
Proposal Number:	50106-22
Expiration Date:	January 28, 2022
Sales Consultant:	Jon Bauer

Pursuant to this proposal (the "Proposal"), Golden State Fire Apparatus, Inc. ("GSFA") hereby proposes to furnish the **GRATON FIRE DEPARTMENT** ("Customer"), the following fire apparatus and equipment, hereinafter called the "Product":

100% PRE-PAYMENT

#	Description	Price
A	One (1) Pierce Manufacturing, Inc. Enforcer Type 1 Engine	842,268.73
B	Discount Sourcwell GPO Consortium Purchase	(12,023.09)
C	Discount For 100% Pre-Payment	(28,706.42)
SUBTOTAL		801,539.22
8.50% State Sales Tax		68,130.83
California Tire Fee		10.50
GRAND TOTAL		\$869,680.55



PROPOSAL SUMMARY

This Proposal includes the following items in accordance with the specifications hereto attached:

- Fire apparatus and equipment
- Third party performance bond
- Pre-construction conference at factory
- Factory final inspection
- Pre-delivery inspection/services by GSFA
- Delivery to GSFA service center in Sacramento
- Final delivery from service center to Customer
- Demonstration and familiarization of the Product
- California Tire Fee

PRODUCT COMPLETION

The Product shall be built in accordance with the specifications hereto attached within approximately **525 to 560** calendar days after Customer's acceptance of this Proposal, subject to the force majeure provisions contained in the Purchase Agreement (defined below). The Purchase Agreement shall further describe the delivery schedule for the Product.

DELIVERY LOCATION

Product shall be shipped in accordance with the specifications hereto attached and be delivered to you at **GRATON, CALIFORNIA**. Prior to final delivery of the Product to Customer, Customer agrees to provide proof of liability and physical damage insurance to GSFA. GSFA shall not deliver the Product until such proof of insurance is provided.

ACCEPTING THIS PROPOSAL

In the event Customer wishes to purchase the Product described in this Proposal and the attached specifications, then, prior to the expiration date listed on page 2 of this Proposal, Customer shall sign and return this Proposal. Thereafter, GSFA and Customer will endeavor to enter into a purchase agreement incorporating this Proposal and including additional terms (a "Purchase Agreement"). If Customer returns a signed copy of this Proposal alone, GSFA will send Customer its form of Purchase Agreement for Customer's review and signature. If Customer desires to use its standard form of purchase order as the Purchase Agreement, then Customer should return a signed copy of this Proposal along with a copy of such purchase order. **All purchase orders shall be made out to GSFA.** GSFA will review such purchase order and contact the Customer regarding any required revisions. Only upon a full execution of a Purchase Agreement shall GSFA and Customer be obligated to purchase and sell the Product set forth in this Proposal.

TERMS AND CONDITIONS

The following Terms and Conditions are hereby made part of this Proposal:

1. Payment Terms, 100% Pre-Payment – Customer shall pay 100% of the Grand Total, within 15 calendar days of Contract Signing to GSFA. It is the responsibility of the Customer to have full payment ready within this timeframe. If payment is late or delivery is delayed pending payment, a daily finance charge of \$150.00 and a daily storage fee of \$50.00 may apply until such payment is received. Due to insurance liability, the Product(s) will not be left at the Customer's location without full acceptance and payment or prior written agreement between the Customer and GSFA.

2. Multiple Unit Purchase – If the Purchase Price includes pricing for multiple units, the price stated on this Proposal shall only be valid if the quantity of Products being proposed are purchased at the same time, pursuant to the same Purchase Agreement.

3. Stock / Demo Units – If applicable, any stock/demo units, including those identified by this Proposal, are available for sale on an as-is, first-come and first served-basis. Regardless of this Proposal, the first Customer to enter into a Purchase Agreement identifying any such stock/demo units shall obtain said units.

4. Order Changes – The Customer may request that GSFA incorporate a change to the Product or the Specifications for the Product by delivering a written change order to GSFA, which shall include a description of the proposed change sufficient to permit GSFA to evaluate the feasibility of such change (a "Change Order"). GSFA will provide Customer a written response (a "Response") stating (i) whether GSFA will accommodate such Change Order (which GSFA may decide in its sole and absolute discretion) and (ii) the terms of the modification to the order, including any increase or decrease in the Purchase Price resulting from such Change Order, and any effect on production scheduling or Delivery resulting from such Change Order. Customer shall have seven (7) days after receipt of the Response to notify GSFA as to whether Customer desires to make the changes GSFA has approved in the Response. In the event Customer counter-signs GSFA's Response, Customer shall pay the increase (or be refunded the decrease) in the Purchase Price prior to final delivery to Customer location.

5. Force Majeure – GSFA shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond GSFA's and manufacturer's control and which make GSFA's performance impracticable, including but not limited to wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, any act of government, delays in transportation, inability to obtain necessary labor supplies or manufacturing facilities, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy or terrorism, failure of transportation, epidemics, quarantine restrictions, failure of vendors (due to causes similar to those within the scope of this clause) to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work.

6. Cancellation/Termination – In the event Customer and GSFA enter into a Purchase Agreement and Customer thereafter cancels or terminates the Purchase Agreement, GSFA will charge a cancellation fee as follows: (a) 10% of the Purchase Price after order is accepted and entered by GSFA; (b) 20% of the Purchase Price after completion of the pre-construction phase of the order process; and (c) 50% of the Purchase Price after the requisition of any materials or commencement of any manufacturing or assembly of the Product by either GSFA or the manufacturer of the Product. The tier of cancellation fee applicable to any cancellation shall be in the sole and absolute discretion of GSFA.

7. State Sales Tax – Customer shall be responsible for the cost of state sales tax associated with, or attributable to the Product. The taxes owed by Customer for the Product is subject to adjustment for the applicable state sales tax rate in effect when the Product is delivered to the Customer. Therefore, the sales tax will be increased or decreased at the time of delivery if a change in the sales tax rate has occurred, in which case Customer shall pay GSFA (or be refunded by GSFA) the applicable change in sales tax.

8. Proposal Expiration – After the Expiration Date shown on page one of this Proposal, Customer shall require GSFA's written consent to accept this Proposal.

9. Governing Law – This Proposal is to be governed by and under the laws of the state of California.



**GOLDEN
STATE**
FIRE APPARATUS

Thank you for providing Golden State Fire Apparatus, Inc. with the opportunity to provide this proposal. If you have any questions regarding the options presented or need additional options, please contact me.

Sincerely,

Jon Bauer

Golden State Fire Apparatus, Inc.

I, _____ authorized representative of **GRATON FIRE DEPARTMENT** agrees to purchase the proposed Product(s) and agree to the terms and conditions of this proposal and the specifications hereto attached.

SIGNATURE: _____

TITLE: _____

DATE: _____

FINANCIAL
REPORTS



GRATON FIRE PROTECTION DISTRICT - DEC 2021 - OVERVIEW

DEPOSITS:			
County of Sonoma Prop Tax		\$1,028,030	12/17/2021
Misc.		\$1,140	12/31/2021
Total:		\$1,029,170	
CURRENT ASSETS:			
Summit Operating Account		\$136,640	12/31/2021
Summit ICS Account		\$3,574,725	12/31/2021
Total:		\$3,711,365	12/31/2021
ACCTS. RECEIVABLES:			Billed
COVID Upstaffing		\$21,495	4/22/2021
County Upstaffing		\$2,403	8/17/2021
Wet Hire Engine		\$4,373	9/4/2021
County Upstaffing		\$1,586	9/10/2021
Strike Team - Dixie Fire		\$199,436	9/12/2021
County Upstaffing		\$5,970	9/30/2021
County Upstaffing - 8460		\$7,985	10/10/2021
SAFER Grant (Sept/Oct/Nov)		\$49,161	12/23/2021
Total:		\$292,408	

**Graton Fire Protection District
US Bank Report
December 2021**

Name	Memo	Category	Amount
Sportsman's Warehouse	GPS Units x 2	6880 · Small Tools/Instruments	\$ 762.98
Sportsman's Warehouse	GPS Unit x 1	6880 · Small Tools/Instruments	\$ 379.74
Sportsman's Warehouse	GPS Unit x 1	6880 · Small Tools/Instruments	\$ 379.74
Power Sports Nation	Roll Cage	6155 · Vehicle Maintenance	\$ 249.99
Ebay	Toner Cartridges	6400 · Office Expense	\$ 177.81
Home Depot	Fuel x 32 cans	7201 · Gas/Oil	\$ 162.54
Shutterbug Camera	Battery and Charger	7000 · Tree Farm Expense	\$ 152.94
Verizon Wireless	Cellular	6040 · Communications	\$ 135.36
Amazon	Certificate Holders x 5	6400 · Office Expense	\$ 135.09
Trader Joe's	Tree Farm Drinks	7000 · Tree Farm Expense	\$ 125.66
Costco	Station Supplies	6080 · Household Expense	\$ 125.61
Amazon	Light Fixture	6180 · Building Maintenance	\$ 120.24
Dropbox	Online Storage	6400 · Office Expense	\$ 119.88
Norton	Subscription	6400 · Office Expense	\$ 114.99
Shell Oil	Gas	7201 · Gas/Oil	\$ 100.32
Amazon	Office Supplies	6400 · Office Expense	\$ 93.04
Costco	Station Supplies	6080 · Household Expense	\$ 88.40
Amazon	Water Filter	6180 · Building Maintenance	\$ 67.80
Amazon	Frames x 4	6400 · Office Expense	\$ 65.09
AT&T	Internet	7320 · Utilities	\$ 64.20
Pay Pal	Winch Repair	6155 · Vehicle Maintenance	\$ 62.34
Amazon	Station Supplies	6080 · Household Expense	\$ 52.04
ARCO	Fuel-Utility	7000 · Tree Farm Expense	\$ 50.00
Amazon	Winch Accessory	6155 · Vehicle Maintenance	\$ 45.88
Fircrest	Meeting	7120 · In-Service Training	\$ 40.21
Amazon	Earplugs	6880 · Small Tools/Instruments	\$ 32.52
Amazon	Phone Case	6400 · Office Expense	\$ 32.50
Amazon	Filter Refrigerator	6080 · Household Expense	\$ 28.20
Amazon	Water Filter for Refrigerator	6080 · Household Expense	\$ 25.94
Amazon	Shelf Dividers	6180 · Building Maintenance	\$ 24.94
Ebay	Bulb	6180 · Building Maintenance	\$ 21.69
Zoom	Video Conferencing	6400 · Office Expense	\$ 14.99
USPS	Shipping - Dry Suit Repair	6400 · Office Expense	\$ 12.25
Home Depot	Screw Hooks	6180 · Building Maintenance	\$ 4.20
Amazon	Shelf Dividers x 6	6400 · Office Expense	\$ (24.94)
Costco	Light	6880 · Small Tools/Instruments	\$ (44.29)
Amazon	Winch Accessory	6155 · Vehicle Maintenance	\$ (45.88)
TOTAL CREDIT CARD CHARGES			\$ 3,954.01

Graton Fire Protection District
Check Detail
December 1-31, 2021

Num	Name	Detail	Graton	Tree Farm
Debit	ADP	Payroll	\$26,993.33	
Debit	ADP	Payroll Taxes	\$8,419.03	
Debit	ADP	Payroll Processing Fee	\$131.40	
Debit	CalPERS	Classic - Nov	\$2,922.70	
Debit	CalPERS	PEPRA - Nov	\$5,255.04	
50705	Brayden Carpenter	Payroll		\$509.08
50706	Chad Carvalho	Payroll		\$210.55
50707	Forrest Edson	Payroll		\$510.55
50708	Margaret Gallagher	Payroll		\$342.85
50709	Linda Lucia	Payroll		\$2,602.63
50710	Justeen Moritz-Wood	Payroll		\$462.16
50711	Heather O'Dell	Payroll		\$2,830.31
50712	Jacob Roberts	Payroll		\$607.79
50713	Lisa Walls	Payroll		\$329.38
50714	Darrell Kopriva	Payroll	\$808.07	
50715	Lia Liskey	Payroll	\$115.44	
50716	Ian Muskar	Payroll	\$28.86	
4143	Angel Cuevas	Sleepers:Alarms & Drills Jun-Nov 21	\$327.00	
4144	Bill Bullard	Alarms & Drills, Board Meetings	\$4,166.00	
4145	Bob Maddocks	Board Meeting Reimbursement	\$150.00	
4146	Carla Peterson	Board Meeting Reimbursement	\$125.00	
4147	Chaz Mathias	Sleepers:Alarms & Drills Jun-Nov 21	\$154.00	
4148	Darrell Kopriva	Sleepers:Alarms & Drills Jun-Nov 21	\$1,441.00	
4149	Emily Fuller	Sleepers:Alarms & Drills Jun-Nov 21	\$484.00	
4150	Evan Jacobs	Sleepers:Alarms & Drills Jun-Nov 21	\$1,715.00	
4151	Ian Muskar	Alarms & Drills Jun-Nov 21	\$545.00	
4152	Jacob Mual	Alarm & Drills Jun-Nov 21	\$49.00	
4153	Jason Nunes	Board Meeting Reimbursement	\$125.00	
4154	Jenna Dunbar	Alarms & Drills Jun-Nov 21	\$90.00	
4155	Jeremiah Mahan	Alarms & Drills Jun-Nov 21	\$426.00	
4156	Jonathan Preciado	Alarms & Drills Jun-Nov 21	\$99.00	
4157	Josh Skikos	Alarms & Drills Jun-Nov 21	\$699.00	
4158	Kristen Cattell	Alarms & Drills Jun-Nov 21	\$106.00	
4159	Levi DeCarly	Alarms & Drills Jun-Nov 21	\$15.00	
4160	Lia Liskey	Alarms & Drills Jun-Nov 21	\$175.00	
4161	Lindsay Cruckshank	Alarms & Drills Jun-Nov 21	\$77.00	
4162	Mario Cesaretti	Board Meeting Reimbursement	\$125.00	
4163	Mathias Bonse	Alarms & Drills Jun-Nov 21	\$349.00	
4164	Matt Skinner	Alarms & Drills Jun-Nov 21	\$761.00	
4165	Robert Sabrowsky	Alarms & Drills Jun-Nov 21	\$1,674.00	
4166	Ryan Fernandez	Alarms & Drills Jun-Nov 21	\$686.00	
4167	Sam Ballenger	Alarms & Drills Jun-Nov 21	\$1,159.00	
4168	Scott Fisher	Board Meeting Reimbursement	\$125.00	
4169	Zach Colenzo	Alarms & Drills Jun-Nov 21	\$232.00	

**Graton Fire Protection District
Check Detail
December 1-31, 2021**

4170	Sam Ballenger	VOID		
4171	49er Communications	Charger Base and Cups	\$598.32	
4172	Action Sport and Power Equip	Chainsaw Supplies	\$106.82	
4173	Cal Fire	Low Angle Rope Rescue Training	\$1,350.00	
4174	Cal Net ATT	Phone	\$193.16	
4175	CalChoice	Health Benefits-January	\$3,632.32	
4176	Choice Builder	Health Benefits - Dental + Vision	\$515.12	
4177	Cliff Walker Maintenance	Cleaning Services x 2	\$360.00	
4178	Daman & Kim's Trees	50 Trees		\$3,350.00
4179	DK Embroidery	Shirts and Hats		\$2,255.17
4180	Friedmans Bros.	Trees		\$3,636.89
4181	Frog Power Equipment	Repair and Service	\$557.02	
4182	Gianni Messmer	52 Trees		\$4,216.00
4183	Golden State Emergency	Power Steering 4 Quarts + Freight	\$545.94	
4184	H&M Landscaping	Top Soil - Tree Farm		\$205.07
4185	Harmony Farms	Plant Tags		\$31.54
4186	Kringles Korner Trees	Trees x 30		\$1,800.00
4187	Law Offices William D. Ross	Legal Services	\$3,243.00	
4188	Napa Auto Parts	Oil	\$28.12	
4189	Norcal Truck Alignment	Alignment	\$1,505.00	
4190	North Bay Petroleum	Diesel	\$1,344.05	
4191	Occu-Med	New Trainee	\$67.05	
4192	Royal Logistics & Transport	Delivery Trees x 600		\$2,100.00
4193	Sebastopol Bearing	Parts for 8482	\$59.21	
4194	Sebastopol Hardware Center	Supplies	\$67.58	
4195	Sonoma County Junior College	Enrollment	\$11.50	
4196	Standard Insurance Company	Long Term Disability x 6	\$174.00	
4197	Stryker Sales Corporation	Annual Maintenance Defib	\$1,584.00	
4198	The Classic Duck	Ornaments		\$793.86
4199	Trace Analytics	Air Sample Kits x 6	\$540.74	
4200	Western Autobody	#8482 Deductible	\$1,000.00	
4201	Zep Sales & Service	5 Gallon Bucket	\$124.66	
4202	Airport Medical Clinic	DMV Physical	\$110.00	
4203	Kyler L. Walker	Reimbursement - Training	\$442.62	
4204	McKesson Medical	Medical Supplies	\$1,546.13	
4205	Motorola Solutions, Inc.	Pager Repair	\$264.42	
4206	Peterson	Battery, Filters	\$1,066.00	
			\$81,789.65	\$26,793.83
TOTAL: \$108,583.48				

**Graton Fire Protection District
Bill Payments for Liebert Cassidy Whitmore**

Category	Itemized	Date	Total Check Amt.
Bill Pmt -Check	4212	1/7/2022	\$2,005.00
General	\$1,057.00		
Tripoli	\$923.50		
Sabrowsky	\$24.50		
Bill Pmt -Check	4134	11/30/2021	\$2,057.00
General	\$244.00		
Tripoli	\$539.00		
Sabrowsky	\$1,274.00		
Bill Pmt -Check	4106	10/29/2021	\$8,188.50
General	\$2,472.00		
Tripoli	\$1,519.00		
Sabrowsky	\$4,197.50		
Bill Pmt -Check	4054	09/15/2021	\$5,311.50
General	\$1,512.50		
Tripoli	\$2,108.00		
Sabrowsky	\$1,691.00		
Bill Pmt -Check	4038	09/14/2021	\$12,479.40
General	\$2,806.00		
Tripoli	\$3,676.90		
Sabrowsky	\$5,996.50		
Bill Pmt -Check	3989	08/10/2021	\$8,551.50
General	\$2,585.00		
Tripoli	\$587.50		
Sabrowsky	\$5,379.00		
Bill Pmt -Check	3949	07/13/2021	\$14,602.50
General	\$8,130.00		
Tripoli	\$2,189.50		
Sabrowsky	\$4,283.00		
Bill Pmt -Check	3905	06/08/2021	\$17,981.12
General	\$5,061.50		
Tripoli	\$7,774.12		
Sabrowsky	\$5,145.50		
Bill Pmt -Check	3877	05/11/2021	\$19,190.50
General	\$587.50		
Tripoli	\$12,214.40		
Sabrowsky	\$6,388.60		
Bill Pmt -Check	3844	04/13/2021	\$19,726.90
General/Other	\$3,261.70		
Tripoli	\$8,701.20		
Sabrowsky	\$7,764.00		
Bill Pmt -Check	3804	03/09/2021	\$2,785.00
General/Other	\$423.00		
Tripoli	\$1,367.50		
Sabrowsky	\$994.50		
Bill Pmt -Check	3773	02/09/2021	\$798.00
General/Other	\$798.00		

Graton Fire Protection District
Bill Payments for Liebert Cassidy Whitmore

Category	Itemized	Date	Total Check Amt.
Bill Pmt -Check	3737	01/12/2021	\$2,829.00
Consortium - 2021	\$1,005.00		
General/Other	\$1,824.00		
Bill Pmt -Check	3689	12/08/2020	\$1,670.00
General/Other	\$1,670.00		
Bill Pmt -Check	3641	11/10/2020	\$1,484.00
General/Other	\$1,484.00		
Bill Pmt -Check	3592	10/12/2020	\$2,066.00
General/Other	\$2,066.00		
Bill Pmt -Check	3355	03/10/2020	\$1,192.50
Consortium - 2020	\$1,192.50		

General/Other	\$35,982.20
Tripoli	\$41,600.62
Sabrowsky	\$43,138.10
Consortium-2 years	\$2,197.50

LCW Total
\$122,918.42

Graton Fire Protection District Profit & Loss Budget vs. Actual July through December 2021

Ordinary Income/Expense	TOTAL		
	Jul - Dec 21	Budget	% of Budget
Income			
10 · Taxes			
1000 · Property Taxes - CY Secured	497,180.76	880,000.00	56.5%
1001 · Property Tax -CY Direct Charges	495,357.71	858,000.00	57.73%
1011 · Property Taxes - Admin Fee	0.00	-10,000.00	0.0%
1012 · Property Tax -CY Homeowner Relf	0.00	2,000.00	0.0%
1020 · Property Taxes -CY Supplemental	6,062.79	12,000.00	50.52%
1040 · Property Taxes -CY Unsecured	26,402.01	21,000.00	125.72%
1042 · Cost Reim-Coll Del CY Unsec	0.00	-500.00	0.0%
1050 · Property Tax - PY Direct Charge	2,239.88		
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	18.97		
1122 · Property Taxes - State Homeowne	744.89	3,000.00	24.83%
Total 10 · Taxes	1,028,007.01	1,765,500.00	58.23%
17 · Use of Money/Property			
1700 · Interest on Pooled Cash	23.13	150.00	15.42%
1701 · Interest Earned	0.00	400.00	0.0%
Total 17 · Use of Money/Property	23.13	550.00	4.21%
20 · Intergovernmental Revenues			
2400 · ST - Disaster Relief	179,885.10	171,000.00	105.2%
2440 · ST - HOPTR	0.00	0.00	0.0%
2500 · ST - Grants/Other	0.00	20,000.00	0.0%
2550 · SAFER Grant	52,380.28	150,000.00	34.92%
2589 · State Revenue - Strike Team	19,878.87	203,000.00	9.79%
Total 20 · Intergovernmental Revenues	252,144.25	544,000.00	46.35%
40 · Miscellaneous Revenues			
4020 · Tree Farm Revenue	129,514.97	80,000.00	161.89%
4021 · Sale - Real Property	0.00	15,000.00	0.0%
4040 · Miscellaneous Revenue	16,366.16	4,000.00	409.15%
4101 · Ins/Personal Damage Rebate	0.00	0.00	0.0%
4102 · Donations/Reimbursements	0.00	0.00	0.0%
4109 · Outdated/Cancelled Checks	0.00	0.00	0.0%
4600 · Sale of Fixed Asset	10,000.00		
40 · Miscellaneous Revenues - Other	1,000.00		
Total 40 · Miscellaneous Revenues	156,881.13	99,000.00	158.47%
Total Income	1,437,055.52	2,409,050.00	59.65%
Gross Profit	1,437,055.52	2,409,050.00	59.65%
Expense			
50 · Salaries/Employee Benefits			
5910 · Payroll Expenses	326,215.35	540,000.00	60.41%
5911 · Reimbursement- Calls/Drills	31,792.00	50,000.00	63.58%

Graton Fire Protection District Profit & Loss Budget vs. Actual July through December 2021

	TOTAL		
	Jul - Dec 21	Budget	% of Budget
5912 · Pay-Strike Team	4,416.91	69,168.00	6.39%
5913 · Reimbursement- Boards/Comms	2,100.00	3,000.00	70.0%
5914 · Pay- Administrative Payroll	0.00	32,400.00	0.0%
5915 · Pay-Stipend	2,718.42	120,450.00	2.26%
5916 · Overtime	0.00	86,400.00	0.0%
5917 · Sleeper Reimbursement	12,700.00	29,200.00	43.49%
5918 · Independent Contractor	0.00	3,000.00	0.0%
5923 · Retirement- CalPERS	98,254.06	121,600.00	80.8%
5924 · Retirement- 457 Plan	0.00	8,000.00	0.0%
5925 · FICA (Medicare/SS)	0.00	16,495.00	0.0%
5930 · Health Insurance	30,593.76	69,295.00	44.15%
5931 · Disability Insurance	1,044.00	2,088.00	50.0%
5940 · Workers Comp	10,514.00	67,210.00	15.64%
Total 50 · Salaries/Employee Benefits	520,348.50	1,218,306.00	42.71%
60 · Supplies and Services			
6020 · Clothing/Personal	11,578.24	40,000.00	28.95%
6040 · Communications	26,827.31	46,000.00	58.32%
6080 · Household Expense	1,656.60	5,000.00	33.13%
6100 · Liability Insurance	38,230.74	40,000.00	95.58%
6140 · Equipment Maintenance	6,148.29	20,000.00	30.74%
6155 · Vehicle Maintenance	12,190.60	55,000.00	22.17%
6180 · Building Maintenance	24,758.91	34,000.00	72.82%
6190 · Landscape Services	1,642.18	12,000.00	13.69%
6261 · Medical Supplies	5,318.91	24,000.00	22.16%
6280 · Memberships	285.00	3,000.00	9.5%
6400 · Office Expense	6,285.28	12,000.00	52.38%
6521 · County Services	0.00	0.00	0.0%
6526 · Dispatch Services	0.00	0.00	0.0%
6536 · Bank Fees	25.00	0.00	100.0%
6587 · LAFCO	1,660.00	1,660.00	100.0%
6610 · Legal Services	76,656.92	120,000.00	63.88%
6630 · Audit Services	6,000.00	11,000.00	54.55%
6800 · Public/Legal Notices	331.00	500.00	66.2%
6820 · Rent/Lease Equipment	0.00	3,000.00	0.0%
6880 · Small Tools/Instruments	2,735.63	40,000.00	6.84%
6883 · Fire Equipment	0.00	0.00	0.0%
7000 · Tree Farm Expense	46,384.38	70,000.00	66.26%
7005 · Election Expense	0.00	15,000.00	0.0%
7120 · In-Service Training	10,831.34	40,000.00	27.08%
7150 · Recognition/Award	1,568.97	500.00	313.79%
7201 · Gas/Oil	10,247.50	20,000.00	51.24%
7300 · Transportation/Travel	3,373.19	5,000.00	67.46%
7303 · Private Car Expense	1,500.00	6,000.00	25.0%
7320 · Utilities	3,764.55	8,000.00	47.06%

Graton Fire Protection District Profit & Loss Budget vs. Actual July through December 2021

	TOTAL		
	Jul - Dec 21	Budget	% of Budget
Total 60 · Supplies and Services	300,000.54	631,660.00	47.49%
75 · Other Charges			
7910 · Long-Term Debt - Principal	0.00	141,000.00	0.0%
7930 · Long-Term Debt - Interest			
Apparatus Debt - Principal	0.00	100,000.00	0.0%
7930 · Long-Term Debt - Interest - Other	34,791.48	72,000.00	48.32%
Total 7930 · Long-Term Debt - Interest	34,791.48	172,000.00	20.23%
Total 75 · Other Charges	34,791.48	313,000.00	11.12%
Total Expense	855,140.52	2,162,966.00	39.54%
Net Ordinary Income	581,915.00	246,084.00	236.47%
Other Income/Expense			
Other Expense			
85 · Capital Assets			
8560 · New Equipment	0.00	40,000.00	0.0%
Total 85 · Capital Assets	0.00	40,000.00	0.0%
Total Other Expense	0.00	40,000.00	0.0%
Net Other Income	0.00	-40,000.00	0.0%
Net Income	581,915.00	206,084.00	282.37%

ROSTER, ALARMS
& DRILLS



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		8401				
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
8	Dustin Blumenthal	Engineer / EMT	C+	490-2626		
9	Kyler Walker	Engineer / EMT	B	328-8234		
10	Dusty Parker	Engineer / EMT	B	953-0581		
11	Sapphire Alvarez	Firefighter / EMT	B	478-4908		
12	Zach Colenzo	Firefighter	C	292-9739		
13	Shane Spelman	Firefighter / EMT	C+	494-0929	829-1934	
14	Jonathan Preciado	Firefighter / EMT	C	480-5010		
15	Matt Skinner	Firefighter	C+	530-680-1046		
16	Jacob Mual	Firefighter / EMT	C+	721-4817		
17	Matt Miller	Firefighter / EMT	C	569-6301		
18	Levi DeCarly	Firefighter / EMT	C	483-3280		
19	Chaz Mathias	Firefighter	C	480-0213		
20	Kyle Bartlett	Firefighter / EMT	C+	490-6077		
21	Ryan Fernandez	Firefighter / EMT	C	332-6585		
22	Jenna Dunbar	Firefighter / EMT	C	805-400-8589		
23	Sam Ballenger	Firefighter	C	393-9080		
24	Evan Jacobs	Firefighter	C	490-9491	829-1161	
25	Jeremiah Mahan	Firefighter / EMT	C	217-1484		
26	Kristen Cattell	Firefighter / EMT	C	799-2432	823-8454	
27	Emily Fuller	Firefighter	C	799-7848		
28	Mathias Bonse	Firefighter	C	326-5694		W 577-4732
29	Lia Liskey	Firefighter	C	326-1969		W 721-4402
30	Angel Cuevas	Firefighter	C	843-9581		
31	Eddie Castenda	Trainee	C	484-0004		
32	Faith Neely	Trainee	C	888-9338		
33	Aidan Runyon	Trainee	C	570-5391	544-4166	
34	Trevor Morrison	Trainee	C	494-9708	576-1086	
35	Ryan Waner	Trainee	C	303-6997		
36	Keenan Whyte	Trainee	C	321-0237		
	Bob Maddocks	Vice President		888-4020	823-9575	
	Mario Cesaretti	Treasurer		591-5600	823-9400	
	Jason Nunes	Member		849-1311		
	Scott Fisher	Member		529-4483	829-9344	
	Carla Peterson	Member		360-5857	823-5850	
On-Duty Engine Officer						687-8025
Business Phone Number						823-8400
Fax Number						823-7251
Firefighters Association Phone Number						823-8400 x120
Administrative Assistant, Jill Melendy						372-4389
Tree Farm, Heather O'Dell						322-2091
Fire Investigator, John Teague						483-1433



Graton Fire Protection District

Post Office Box A, Graton, California 95444

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ANNUAL ALARMS 2021-2022

Type	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Totals
Assist/Service Call	2	4	7	7	3	2							25
Auto/Mutual Aid	13	5	12	11	7	15							63
Debris Fire					1	1							2
Fire Alarm	7	4	3	1	2	5							22
Gas Leak	1			1		1							3
Hazardous Condition	2	8	4	28	5	5							52
Haz-Mat													0
Investigation	5	2	2	4	3	1							17
Medical Aid	36	28	33	35	23	39							194
Other / Cancellations													0
Rescue													0
Structure Fire	1		1										2
Traffic Collision	3	1	4	8	4	4							24
Vegetation Fire	4	2		3									9
Vehicle Fire	3												3
Total	77	54	66	98	48	73	0	0	0	0	0	0	416

Prepared By: Capt. Darrell Kopriva



Graton Fire Protection District

Post Office Box A, Graton, California 95444

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Drill & Activity Reports

DEC 2021

#	Date	Description	Type
1)	12/01	Monthly Fire Reports & Payroll (Kopriva)	S
2)	12/07	Officers Meeting	S
3)	12/09	AFG SCBA Grant Writing (Sabrowsky)	S
4)	12/09	SCBA Mask Maintenance and Care	R
5)	12/12	Apparatus Committee Meeting	S
6)	12/15	AFG SCBA Grant Writing (Sabrowsky)	S
7)	12/16	Thur. Truck Checks & Assn Gift Wrapping	R
8)	12/17	AFG SCBA Grant Writing (Sabrowsky)	S
9)	12/18	AFG SCBA Grant Writing (Sabrowsky)	S

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