

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BOARD MEETING AGENDA
3750 Gravenstein Hwy N, Sebastopol, CA 95472
November 10, 2020 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. Update on Insurance – Terrorist Coverage
 - b. Review Strike Team Response SOG
7. New Business
 - a. CalPERS 457 Retirement 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 Exemptions
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.

Resolution Approving Adoption of CalPERS 457 Plan

WHEREAS, Graton Fire Protection District desires to establish a deferred compensation plan for the benefit of its employees; and

WHEREAS, the Board of Administration (the "Board") of the California Public Employees' Retirement System ("CalPERS") has established the CalPERS 457 Plan (the "CalPERS 457 Plan") which may be adopted by a governmental employer the employees of which are public employees; and

WHEREAS, Graton Fire Protection District believes that the CalPERS 457 Plan and the investment options available thereunder will provide valuable benefits to its employees; and

WHEREAS, the Board has appointed Voya Financial® (the Plan Recordkeeper) to perform recordkeeping and administrative service under the CalPERS 457 Plan and to act as the Board's agent in all matters relating to the administration of the CalPERS 457 Plan;

NOW, THEREFORE, BE IT RESOLVED that Graton Fire Protection District adopts the CalPERS 457 Plan for the benefit of its employees and authorizes and directs the Board President to execute the attached adoption agreement on behalf of Graton Fire Protection District and to provide CalPERS or any successor agent duly appointed by the Board with such information and cooperation as may be needed on an ongoing basis in the administration of the CalPERS 457 Plan. A copy of this resolution, the agreement, and any attachments thereto shall be on file in the office of Graton Fire Protection District.

Passed and adopted as a resolution of the (Authorized Member of the Employer), at a meeting held on

_____ (Date, if applicable).

_____ (Board Chair or Authorized Member Signature)

_____ (Title of Authorized Member)

Attest _____ (Employer Seal)

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
SPECIAL BOARD MEETING MINUTES
3750 Gravenstein Hwy. N, Sebastopol, CA 95472
September 9, 2020 7:00pm**

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

1. Call to Order: 7:00pm
2. Pledge of Allegiance
3. Roll Call: Farmer, Gray, Cesaretti, Nunes
 - a. Also present: Bullard
4. Corrections to the Agenda: None
5. Scheduled and Unscheduled Appearances: Public comment received related to correspondence sent
6. Old Business
 - a. Status on Engineer and Firefighter positions: Sept. 10 is the start of orientation and driving for new hires. The names and new roles are on the Roster. Monday at 8am starts the 24-hour shift work.
7. New Business
 - a. Review and Adopt Biennial Conflict of Interest Code: Motion by Nunes to adopt the Biennial Conflict of Interest as written, 2nd by Cesaretti. Passed 4/0/0.
 - b. Review and Adopt new and updated Policies and Procedures: Lexipol has updates for policy and procedures based on changes in federal laws. Once it is board approved, it will be released to Firefighters to acknowledge. Policy 1145 puts the personnel terms into the policy manual, following the direction of HR attorney and Bill Adams. Motion by Nunes to adopt the new and updated Policies and Procedures as written, 2nd by Cesaretti. Passed 4/0/0.
8. Committee Reports
 - a. Apparatus: Strike team assignments tested new engine and found minor issues, covered under warranty and will be fixed by the dealer.
9. Approval of prior Board Meeting Minutes
 - a. August 11, 2020 Board Minutes – Not enough for a quorum, table to next meeting.
 - b. Motion by Nunes to accept the August 27th, 2020 Board Minutes as written, 2nd by Cesaretti. Passed 3/0/1.
10. Purchase Requests
 - a. Consider additional insurance – terrorism: Motion by Cesaretti to purchase the supplement terrorist policy for \$77.00, 2nd by Gray. Passed 4/0/0.

- b. CALFIRE grant purchases: Request for 40 lengths of hose and 1 hose roller. Motion by Cesaretti to purchase from Cascade Fire not to exceed \$9,000, 2nd by Gray. Passed 4/0/0.
- 11. Bills & Warrants: Motion by Cesaretti to approve the September 9, 2020 Check Detail minus the LNU Lightning Complex payroll in the amount of \$22,550.17, 2nd by Gray. Passed 3/1/0.
- 12. Budget Report
 - a. Review and Adopt Final Budget: Motion by Cesaretti to accept Resolution 20-9-1 as written, 2nd by Gray. Passed 4/0/0. Motion by Cesaretti to accept Resolution 20-9-2 as written, 2nd by Gray. Passed 4/0/0.
- 13. Correspondence: None
- 14. Fire Chief's Report
 - a. Roster, Alarms and Drills
 - i. Roster: Bullard presented Roster changes. Public comment on how career staff reflected on the Roster. Motion by Cesaretti to promote Blumenthal, Walker and Parker as Engineers, 2nd by Gray. Passed 4/0/0.
 - ii. Alarms: 68 calls for August 2020
 - iii. Drills: 11 drills and activities for August 2020
- 15. Closed Session: None
- 16. Adjournment: 8:34pm

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
SPECIAL BOARD MEETING MINUTES
3750 Gravenstein Hwy N., Sebastopol, CA 95472
September 13, 2020 7:00pm**

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

1. Call to Order: 7:03pm
2. Pledge of Allegiance
3. Roll Call: Farmer, Gray, Nunes. Also present: Bullard
4. Corrections to Agenda: None
5. Public Comment: One person provided public comment
6. Bills & Warrants
 - a. Review and approve check detail, 9/13/20: Motion to approve check detail in the amount of \$143,057.83 made by Nunes, seconded by Gray. Motion passes 3/0/0.
7. Adjournment: 7:16pm

Respectfully Submitted,

Sydney Pitts, Recording Secretary

Mario Cesaretti, Treasurer

Bob Maddocks, President

Wes Gray, Secretary

Torrey Farmer, Vice-President

Jason Nunes, Member

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
SPECIAL BOARD MEETING MINUTES
3750 Gravenstein Hwy N., Sebastopol, CA 95472
September 30, 2020 7:00pm**

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

1. Call to Order: 7:04pm
2. Pledge of Allegiance
3. Roll Call: Cesaretti, Gray, Nunes. Also present: Bullard
4. Corrections to Agenda: None
5. Public Comment: None
6. Bills & Warrants
 - a. Review and approve check detail, 9/30/20: Motion to approve check detail in the amount of \$4,265.74 made by Nunes, seconded by Gray. Motion passes 3/0/0.
7. Adjournment: 7:11pm

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BOARD MEETING MINUTES
3750 Gravenstein Hwy N., Sebastopol, CA 95472
October 13, 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 Agenda: None
5. Public Comment: Sapphire Alvarez spoke about last paycheck
6. Old Business
 - a. Update on Insurance-Terrorist Coverage: Staff reported only available at renewal. Board directed staff to research if able to cancel/renew plan and add coverage.
7. New Business
 - a. Review Strike Team Response SOG: Farmer requested a subcommittee be formed for input. Farmer, Cesaretti, Bullard, Fisher, and some firefighters will form the subcommittee.
8. Committee Reports
 - a. Apparatus: 8463 is having exhaust and front bumper fixed under warranty. Mechanic is working on 8460 now that it has returned from the strike team.
9. Approval of prior Board Meeting Minutes.
 - a. Cesaretti made a motion to accept 8/11/20 Minutes as written. Nunes 2nds. Passed 4-0-0.
 - b. 9/13/20 Minutes: no quorum, tabled.
 - c. 9/30/20 Minutes: no quorum, tabled.
 - d. 9/9/20 Minutes: Public asked about status; to be added to next month's Board meeting.
10. Purchase Requests: Wireless headset systems for 8460 and 8481. This is part of the CALFIRE 50/50 grant so District will pay for half. Nunes made a motion to purchase two complete Wireless headset systems from FireCom not to exceed \$11,500. Cesaretti 2nds. Passed 4-0-0.
11. Bills & Warrants. Cesaretti made a motion to accept Check Detail in the amount of \$234,533.04. Nunes 2nds. Passed 4-0-0.
12. Budget Report

- a. Update on Audit: Goranson started FY19/20 audit on 10/1/20; waiting to receive final data to complete the audit. Pitts will handle.
- 13. Correspondence: Nunes reported on LAFCO and SCFDA meeting. LAFCO wants to have all CSA 40s combined into other districts. Similar thoughts about consolidation for special districts.
- 14. Fire Chief's Report
 - a. Sold 8463 for \$12K and 8496 for \$25K.
 - b. Meeting with County Fire Chiefs tomorrow and will discuss REDCOM Duty Chief not sending first responders to low emergent medical calls without notifying fire departments.
 - c. Drake Sadler offering a wildland firefighter sculpture made by local artist Patrick Amiot. Location to be determined. The Board will accept pending there is signage to the public that it is a donation.
 - d. 47 alarms and medical aids for September.
 - e. 7 Drills and activities for September.
 - f. Roster: Promote Ian Muskar to captain. Add 3 trainees. Add 1 cadet. Remove Alvarez from roster. Nunes asks to table roster until after closed session.
- 15. Closed Session: Fire Chief Job Review: Government Code section 54957(b)(1) Entered at 7:50pm, Exited at 8:53pm. Report: No action taken.
- 14.F. Roster: Cesaretti made a motion to promote Muskar to Captain, add Cattell, Fuller and Bonse as Trainees and remove Alvarez from roster. Farmer 2nds. Passed 3-0-1. Cesaretti made a motion to add Maci Farmer as a Cadet to roster. Nunes 2nds. Passed 3-0-1.
- 16. Adjournment: 8:57pm

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
EMERGENCY BOARD MEETING MINUTES
3750 Gravenstein Hwy N, Sebastopol, CA 95472
October 23, 2020 5:00pm**

1. Call to Order: 5:00pm
2. Pledge of Allegiance
3. Roll Call: Maddocks, Cesaretti, Gray, Nunes
Also present: Bullard
4. Corrections to the Agenda: None
5. Scheduled and Unscheduled Appearances: None
6. Fire Chief's Report: Shared that the administrative assistant would be no longer working for the fire dept. Five firefighters were not paid in full during regular September 2020 Board Meeting.
7. Bills & Warrants
 - a. Review and approve final employee paycheck and missing Sept-20 payroll: Motion by Nunes to approve payroll check detail in the amount of \$16,176.55, 2nd by Gray, passed 4/0/0.
8. Adjournment: 5:05pm

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Apparatus Bay Ceiling & Redistribution Fans
11/10/2020

Description: Add fans to apparatus bays to 1) move heat from ceiling back to floor and 2) cool during the summer

	Vendor Materials	Price	Installation	Total
	Norman Wright			
1	Mechanical	\$ 11,153	\$ 5,000	\$ 16,153
2	Zoro Tools	\$ 12,086	\$ 5,000	\$ 17,086
3	Global Industrial	\$ 12,137	\$ 5,000	\$ 17,137

Motion Requested: Motion to purchase fans from Norman Wright Mechanical and have Raynor Electric install, not to exceed \$16,500



PROPOSAL



Date: 10/30/2020	Customer: Graton Fire Protection District Contact: Chief Bill Bullard Phone: 707-823-8400 Email: bbullard@grantonfire.com	
Proposal #: 10/30/2020G	Address: 3750 Gravenstein Hwy North, Sebastopol CA 95472	Job Location: Same

> **Scope of Work:** Weidner Fire will provide parts for the MagneGrip 100% source capture exhaust removal system. This proposal includes equipment only.

> **Project Overview:** Three MagneGrip hose assemblies for sliding balancer track systems for back-in apparatus parking configuration. Sliding balancer track hose to be added to existing tracks.

QTY	P/N	DESCRIPTION	PRICE EA.	EXT. PRICE
3	500094-21	MagneGrip 4" x 21' blue and white hose, heat resistant to 400 degrees.	342.60	1,027.80
3	530407-02	MagneGrip 4" lifting elbow with rubber bands and hose clamps	100.00	300.00
3	500002-74	MagneGrip internal lifting cable with hook and gripper.	14.25	42.75
3	500084-16	MagneGrip external balancer cable with two carabiners.	10.50	31.50
3	530621-01	MagneGrip 4" knob handle and hose assembly. 4" knob handle, 4" x 24" lower hose, pressure sensor, standard transmitter, rubber bands and hose clamps.	462.86	1,388.58
3	500076-01	MagneGrip 4" nozzle assembly with rubber boots and magnets, rubber bands and hose clamps.	450.00	1,350.00
3	500001-01	MagneGrip sliding balancer track trolley.	130.00	390.00
3	500084-04	MagneGrip blue balancer.	582.00	1,746.00
1	540555-01	MagneGrip wireless receiver for existing control panel.	150.75	150.75
6	500003-65	MagneGrip 4" EPDM rubber bands.	3.00	18.00
6	510400-02	MagneGrip stainless steel 4" hose clamps.	4.50	27.00
1	Freight	Estimated shipping for delivery to zip code 95472.	600.00	600.00
			TOTAL:	7,072.38

Delivery of equipment will be within 3 weeks of proposal acceptance. Quotation is valid for 90 day.

Payment Terms: Equipment portion of project due at time of order, balance due upon completion of installation and training.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the quotation. All agreements contingent upon acts of God, such as severe acts of nature or weather events including floods, fires, earthquakes, hurricanes, explosions, war, acts of terrorism, epidemics, pandemics, strikes and labor disputes, or other delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Weidner Fire is licensed and insured according to all laws and regulations.

Weidner Fire | 135 West 7065 South Midvale, UT 84047 | Tel: 801.565.9595 | weidnerfire.com

Graton Fire Protection District
Check Detail 11-10-2020

Num	Name	Memo	Graton Fire	Tree Farm
3627	US Bank	Credit Card 11-10-2020	\$ 1,332.55	
3628	Originally Rad	Replacement check	\$ 600.00	
50636	Linda Lucia	Tree Farm - Payroll		\$ 450.21
DD	Michael Martinez	Tree Farm - Payroll		\$ 60.02
50637	Heather O'Dell	Tree Farm - Payroll		\$ 24.24
50638	Lindsay Cruckshank	Payroll 11-10-2020	\$ 2,958.38	
50639	Darrell Kopriva	Payroll 11-10-2020	\$ 692.62	
DD	Sam Ballenger	Payroll Nov 2020	\$ 6,752.47	
DD	Jenna Dunbar	Payroll 11-10-2020	\$ 2,302.57	
DD	Jacob Mual	Payroll 11-10-2020	\$ 415.58	
50640	Ian Muskar	Payroll 11-10-2020	\$ 3,439.37	
50641	Robert Sabrowsky	Payroll 11-10-2020	\$ 7,962.07	
DD	Matt Skinner	Payroll 11-10-2020	\$ 1,105.36	
DD	Dustin Blumenthal	Payroll 11-10-2020	\$ 4,911.24	
DD	Dustin Parker	Payroll 11-10-2020	\$ 4,471.35	
50642	Kyler L. Walker	Payroll 11-10-2020	\$ 4,038.41	
DD	Kyle Bartlett	Payroll 11-10-2020	\$ 4,833.19	
DD	Shane Spelman	Payroll 11-10-2020	\$ 5,337.85	
DD	Sydney Pitts	Payroll 10-13-2020	\$ 112.20	
	ADP	PR Taxes 11-10-20	\$ 25,896.82	\$ 44.58
DD	Matt Miller	Payroll 11-10-2020	\$ 4,028.40	
3629	Cal Fire/OSFM	Applicator License		\$ 85.00

Graton Fire Protection District
Check Detail 11-10-2020

Num	Name	Memo	Graton Fire	Tree Farm
3630	Cal Net ATT	Telephone	\$ 192.56	
3631	CalChoice	Benefits Nov and Dec 2020	\$ 8,664.38	
3632	Cascade Fire Equipment Co.	Hose roller, Fire Hose x40	\$ 7,913.40	
3633	Choice Builder	Dental November 2020	\$ 539.44	
3634	Coast Counties Peterbuilt	Engine Fluids, 8482	\$ 495.81	
3635	Crown Trophy Petaluma	Plastic Signs x8	\$ 43.30	
3636	Curtis Tools For Heroes	Fire Turnouts	\$ 3,180.39	
3637	Dusty Parker	DMV Commercial CDL	\$ 115.50	
3638	Frog Power Equipment LLC	Chainsaw repair; Leaf blower; Small engine service; High weed mower service	\$ 712.22	\$ 214.33
3639	Goranson & Associates, Inc.	FY20 Audit	\$ 5,000.00	
3640	Hayman Refrigeration & Air Cond.	Maintenance/Repairs on Dorm HVAC	\$ 360.91	
3641	Liebert Cassidy	Personnel Advice	\$ 1,484.00	
3642	Mark Aldridge	Tree Farm - Two Way Radio		\$ 117.21
3643	Merrill, Arnone & Jones, LLP	Tripol: Correspondence /Attend Board Meeting	\$ 1,290.00	
3644	Napa Auto Parts	82 Light Bulbs for 8482	\$ 26.38	
3645	North Bay Petroleum	Diesel 565 Gallons	\$ 1,565.32	
3646	Occu-Med	Drug Testing x2	\$ 134.10	
3647	Occupational Health Centers of California	Drug Testing x2	\$ 120.00	
3648	One Call	Engine Maint-35,40,82	\$ 2,539.23	
3649	Peak Seasons	Tree Stands/Twine/Flagging Tape		\$ 1,397.10

Graton Fire Protection District
Check Detail 11-10-2020

<i>Num</i>	<i>Name</i>	<i>Memo</i>	<i>Graton Fire</i>	<i>Tree Farm</i>
3650	PG&E	09/10-10/11 Utilities	\$ 93.13	
3651	Santa Rosa Uniform	Career Staff Uniforms x6	\$ 3,376.61	
3652	Sebastopol Hardware Center	Building Maitenance	\$ 42.48	
3653	sonoma Media Investments, LLC.	Tree Farm - Print Ad		\$ 600.00
3654	Standard Insurance Company	Long Term Disability Insurance	\$ 165.00	
3655	The Classic Duck	Ornaments x38		\$ 306.24
3656	Zep Sales & Service	Car Wash, 5G	\$ 145.65	
3657	Zoro Tools	Safety Glasses	\$ 56.50	
			\$ 119,446.74	\$ 3,298.93
		TOTAL	\$ 122,745.67	

Graton Fire Protection District
U.S Bank Report
 November 10, 2020

<u>Vendor Name</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Costco	Paper Towels	6080 · Household Expense	39.00
Costco	Paper Towels	6080 · Household Expense	39.00
Home Depot 49er	Water Softener Salt	6180 · Building Maintenance	53.65
Communications,	Portable Radio Parts	6040 · Communications	202.92
Amazon	Ice Scoop	6080 · Household Expense	6.05
Papa Murphys	Strike Team Supplies	7300 · Transportation/Travel	48.00
Amazon	Sleeping Pads-4	6880 · Small Tools/Instruments	92.40
Amazon	Charging Cords x5	6080 · Household Expense	75.70
Verizon Wireless	Cellular	6040 · Communications	130.64
Woot, Inc	Sleeping Pads x4	6880 · Small Tools/Instruments	151.51
Amazon	Hose Splitter	6180 · Building Maintenance	25.96
Amazon	Water Filters x8	6080 · Household Expense	182.57
AT&T	Internet	7320 · Utilities	64.20
Amazon	Engine Coolers	6800 · Public/Legal Notices	29.67
Papa Murphys	Officer Meeting	7300 · Transportation/Travel	15.00
Amazon	Water Filters x2	6080 · Household Expense	25.93
Amazon	Printer Ink	6400 · Office Expense	43.29
Amazon	UV Bulbs x2	6080 · Household Expense	90.94
Amazon	Defib Razors x8	6880 · Small Tools/Instruments	9.27
Amazon	Post its x12	6080 · Household Expense	6.85
US Bank	Acct #****6219	1030 · Summit Savings Bank - Operating	<u>-1,332.55</u>
			<u>0.00</u>

DEPOSITS	
Transfer from ICS	150,000.00
US Bank	0.00
Michael Harden Surplus Engine 8463	0.00
Surplus Water Tender 8496	0.00
Total:	150,000.00

CURRENT ASSETS	
Summit State Operating Account:	25,435.37
Summit State ICS Account:	1,432,360.18
Total:	1,457,795.55

VEHICLE LOANS	Amount	Payments	Balance	Last Payment

ACCOUNTS RECEIVABLES	Amount	Payment	Date
FEMA- Kincade Fire	151,829.58		10/13/2020
State of California- LNU Strike Team	97,653.48		10/13/2020
FEMA- LNU Station Staffing	195,948.91		10/13/2020
State of California- Glass Fire Strike Team	226,311.31		11/10/2020

671,743.28

Graton Fire Protection District
Profit & Loss Budget vs. Actual
 July 2020 through Oct 2020

		TOTAL	
	Jul '20 - Jun 21	Budget	% of Budget
Income			
10 · Taxes			
1000 · Property Taxes - CY Secured	0.00	916,187.00	0.0%
1001 · Parcel Taxes - CY	0.00	877,365.00	0.0%
1011 · Property Taxes - Admin Fee	0.00	-9,000.00	0.0%
1020 · Property Taxes -CY Supplemental	0.00	17,000.00	0.0%
1040 · Property Taxes -CY Unsecured	0.00	22,000.00	0.0%
1042 · Cost Reim-Coll Del CY Unsec	0.00	-500.00	0.0%
1060 · Property Taxes -PY Secured	0.00	-500.00	0.0%
1100 · Property Taxes -PY Unsecured	0.00	500.00	0.0%
Total 10 · Taxes	0.00	1,823,052.00	0.0%
17 · Use of Money/Property			
1700 · Interest on Pooled Cash	0.00	500.00	0.0%
1701 · Interest Earned	0.00	500.00	0.0%
Total 17 · Use of Money/Property	0.00	1,000.00	0.0%
20 · Intergovernmental Revenues			
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%
Total 20 · Intergovernmental Revenues	0.00	385,000.00	0.0%
40 · Miscellaneous Revenues			
4020 · Tree Farm Revenue	0.00	70,000.00	0.0%
4021 · Sale - Real Property	12,000.00		
4040 · Miscellaneous Revenue	5,386.69	4,078.00	132.09%
4102 · Donations/Reimbursements	25,061.00	2,000.00	1,253.05%
40 · Miscellaneous Revenues - Other	1,872.25		
Total 40 · Miscellaneous Revenues	44,319.94	76,078.00	58.26%
Total Income	44,319.94	2,285,130.00	1.94%
Gross Profit	44,319.94	2,285,130.00	1.94%
Expense			
50 · Salaries/Employee Benefits			
5910 · Payroll Expenses	78,708.09	540,000.00	14.58%
5911 · Reimbursement- Calls/Drills	2,610.00	50,000.00	5.22%
5912 · Pay- Strike Team	326,807.35	240,000.00	136.17%
5913 · Reimbursement- Boards/Comms	0.00	3,000.00	0.0%
5914 · Pay- Administrative Payroll	9,605.66	32,400.00	29.65%

Graton Fire Protection District
Profit & Loss Budget vs. Actual
 July 2020 through Oct 2020

	Jul '20 - Jun 21	TOTAL	
		Budget	% of Budget
5915 · Stipend Pay	26,264.99	120,450.00	21.81%
5916 · Overtime	0.00	86,400.00	0.0%
5917 · Sleeper Reimbursement	0.00	29,200.00	0.0%
5918 · Contract Employees	0.00	3,000.00	0.0%
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	13,469.56	90,000.00	14.97%
5931 · Disability Insurance	0.00	1,980.00	0.0%
5935 · Unemployment	0.00	15,931.00	0.0%
5940 · Workers Comp	5,410.00	82,277.00	6.58%
50 · Salaries/Employee Benefits - Other	495.00		
Total 50 · Salaries/Employee Benefits	463,370.65	1,390,733.00	33.32%
60 · Supplies and Services			
6020 · Clothing/Personal	18,052.80	40,000.00	45.13%
6040 · Communications	4,089.68	46,000.00	8.89%
6080 · Household Expense	1,558.26	4,000.00	38.96%
6100 · Liability Insurance	36,949.67	40,000.00	92.37%
6140 · Equipment Maintenance	2,463.96	15,000.00	16.43%
6155 · Vehicle Maintenance	10,528.73	55,000.00	19.14%
6180 · Building Maintenance	10,830.74	34,000.00	31.86%
6190 · Landscape Services	780.27	12,000.00	6.5%
6261 · Medical Supplies	17,549.88	17,000.00	103.24%
6280 · Memberships	0.00	3,000.00	0.0%
6400 · Office Expense	12,489.49	8,000.00	156.12%
6587 · LAFCO	1,718.00	1,741.00	98.68%
6610 · Legal Services	9,010.00	15,000.00	60.07%
6630 · Audit Services	5,000.00	11,000.00	45.46%
6800 · Public/Legal Notices	29.67	500.00	5.93%
6880 · Small Tools/Instruments	9,401.79	25,000.00	37.61%
6883 · Fire Equipment	0.00	0.00	0.0%
7000 · Tree Farm Expense	7,746.26	70,000.00	11.07%
7005 · Election Expense	0.00	15,000.00	0.0%
7120 · In-Service Training	5,458.96	15,000.00	36.39%
7150 · Recognition/Award	0.00	0.00	0.0%
7201 · Gas/Oil	8,263.70	12,000.00	68.86%
7300 · Transportation/Travel	745.57	5,000.00	14.91%
7303 · Private Car Expense	1,500.00	6,000.00	25.0%
7320 · Utilities	3,269.28	8,000.00	40.87%
60 · Supplies and Services - Other	76.64		
Total 60 · Supplies and Services	167,513.35	458,241.00	36.56%

Graton Fire Protection District
Profit & Loss Budget vs. Actual
 July 2020 through Oct 2020

		TOTAL	
	Jul '20 - Jun 21	Budget	% of Budget
66000 · Payroll Expenses	696.94		
75 · Other Charges			
7910 · Long-Term Debt - Principal	92,000.00	115,000.00	80.0%
7930 · Long-Term Debt - Interest			
Apparatus Debt - Principal	0.00	100,000.00	0.0%
7930 · Long-Term Debt - Interest - Other	49,143.75	100,000.00	49.14%
Total 7930 · Long-Term Debt - Interest	<u>49,143.75</u>	<u>200,000.00</u>	<u>24.57%</u>
 Total 75 · Other Charges	 <u>141,143.75</u>	 <u>315,000.00</u>	 <u>44.81%</u>
 Total Expense	 <u>772,724.69</u>	 <u>2,163,974.00</u>	 <u>35.71%</u>
	-728,404.75	121,156.00	-601.21%
 Other Expense			
85 · Capital Assets			
8510 · Buildings/Improvements	0.00	10,000.00	0.0%
8560 · New Equipment	0.00	40,000.00	0.0%
Total 85 · Capital Assets	<u>0.00</u>	<u>50,000.00</u>	<u>0.0%</u>
 Total Other Expense	 <u>0.00</u>	 <u>50,000.00</u>	 <u>0.0%</u>
	0.00	-50,000.00	0.0%
	<u><u>-728,404.75</u></u>	<u><u>71,156.00</u></u>	<u><u>-1,023.67%</u></u>

Charles H. Bishop
4960 Vine Hill Road
Sebastopol, CA 95472

October 15, 2020

Mr. Bob Maddocks
Graton Fire Department
P. O. Box A
Graton, CA 95444

Re: Assessment # 078-060-031-000
Assessment # 078-060-032-000

Dear Mr. Maddocks,

My wife and I voted for an increase in the tax on our property last year. This was our way of supporting the efforts of the Graton Fire Department. Thankfully, we have never had to use your services to protect our property or ourselves during the 41 years we have lived on Vine Hill Road. We know that you and the fire department will be available if your services are needed in the future.

I recently received our property tax bill for the 2 parcels listed above. The larger property had a charge of \$250.00 which we approve. The smaller property is adjacent to the larger property but is too small to build a house. The two properties are separated by a large water pipe that transports water to southern Sonoma County and northern Marin County. The smaller property has a \$100.00 tax for property that has no buildings.

I request that you that you waive payment of the \$100.00 tax for the 2020/2021 tax year.

Thank you,



Chuck Bishop
(707) 823-2083