

KENWOOD FIRE PROTECTION DISTRICT
9045 Sonoma Highway
Kenwood, CA 95452

AGENDA

REGULAR DISTRICT BOARD OF DIRECTORS MEETING

Location: 9045 Sonoma Hwy. Kenwood

Agendas and Board Packets are available at our website: kenwoodfire.com

DATE: May 9th, 2023 @ 4:00 pm

1. CALL TO ORDER
2. CHANGES TO THE AGENDA
3. MINUTES OF PREVIOUS MEETING:
4. CHIEF'S REPORT:
 - a. Staffing Report: 13 Volunteers, 6 Part Time & 2 Full-Time
 - b. Presentation of 2023 incident report
 - c. Report on staffing progress
5. APPROVAL OF CLAIMS:

PUBLIC APPEARANCES: An opportunity for anyone to speak to the Board on subjects not on the regular agenda. The Board will not make a decision on the subject unless it is of a routine nature.

6. ACTION ITEMS/OLD BUSINESS:
 - a. Consideration of Approval of video conference option under AB 361
 - b. Continued discussion on short-term and longer-term staffing alternatives, with possible action.
 - c. Preliminary Budget for FYE 2024
 - d. Presentation of cash management alternatives with possible action to make changes.
7. NON-ACTION ITEMS:
 - e. Committee Reports – HR, Consolidation, Facility, Finance, Grant:
8. ANNOUNCEMENT OF CLOSED SESSION ITEMS:

Following the announcement of Closed Session items and prior to recess into Closed, the public may speak up to three minutes on items to be addressed in Closed Session

RECESS CLOSED SESSION AND RECONVENE TO OPEN SESSION

None

9. REPORT, IF ANY, ON CLOSED SESSION:
10. GOOD OF THE ORDER:
11. ADJOURN:

Kenwood Fire District
Inter Office Memorandum

To: Board of Directors

From: Grant Committee

Re: April 2023 update and actions

Date: April 30, 2023

The following is a summary update of the Grant Committee actions for April 2023.

1. Radios: This grant was completed and submitted to FEMA on February 8th for \$179,000 to purchase 20 portable Motorola radios. We expect a response in the Fall.
2. Landmark Winery Grant: For the radio grant we estimated a \$17,000 shortfall due to FEMA radio limits. We had applied for a \$10,000 grant with Landmark to cover some of the shortfall. Unfortunately, we received notice that we were declined for this request. This was the second time we were declined by Landmark. We have asked for an explanation to help us with future requests.
3. Wildland Chipper Program: Per the last report this is a low priority.
4. Septic with Manitou Foundation: In Fall 2022, the organization awarded us \$15,000 toward the system, short of the amount we requested. They suggested we reapply in September. We are also looking for other sources for this project.
5. SAFER grant: This was submitted on March 15th to hire 1 captain and 1 engineer. We applied for +/- \$1,050,000 for the 3-year period. We expect a response in the Fall.
6. LED Sign: This grant was awarded for \$57,000 vs. a total cost of \$68,000 for the sign and another \$5,000 to \$8,000 for the related work for a grand total of \$76,000. The shortfall of \$19,000 will be covered by an \$11,000 grant from the Gary Sinise Foundation received in April with the balance of \$8,000 from the District. The Association has now paid the vendor 75% or \$51,000 for work on the sign. Per the agreement with the County, they will reimburse us for each advance upon submission of the appropriate documentation. We are in the process of submitting the information for the \$51,000.
7. Cal Fire Grant: The Cal Fire's grant was completed and submitted on May 1st, as it was due on May 4th. We applied for \$11,000 to purchase wildland related protective equipment. As it is a 50% matching grant, if awarded we will be responsible for \$5,500.

Analysis of Recent Cash in Operating Account

Most recent 12 months

	<u>Average Collected Balnce during the month</u>	
2023 March	\$1,909,128	
2023 Feb	\$2,013,712	
2023 Jan	\$2,093,121	High
2022 Dec	\$1,768,940	
2022 Nov	\$1,483,783	
2022 Oct	\$1,417,982	Low
2022 Sept	\$1,508,386	
2022 Aug	\$1,612,784	
2022 July	\$1,692,297	
2022 June	\$1,796,479	
2022 May	\$1,867,217	
2022 April	\$1,698,138	
Average last 12 months	\$1,738,497	

Annual pattern, last 4 years

	<u>Ending balance</u>
2022 Dec	\$1,768,940
2021 Dec	\$1,696,025
2020 Dec	\$1,522,693
2019 Dec	\$1,477,812

Sonoma Valley and Kenwood Fire Districts Budget Worksheet and Cost Proposal for Staffing Services 4/23

Revenue	Year 1	Year 2	Year 3	Year 4	Year 5
Prop Tax Secured	\$1,039,500.00	\$1,091,475.00	\$1,146,049.00	\$1,203,351.00	\$1,263,519.00
Other Tax UC,PY, Supp	\$71,973.00	\$75,572.00	\$79,350.00	\$83,318.00	\$87,484.00
Direct Charges	\$354,577.00	\$372,305.00	\$390,920.00	\$410,466.00	\$430,989.00
County Funding	\$189,000.00	\$198,450.00	\$208,373.00	\$218,792.00	\$229,732.00
County Funding	\$120,000.00	\$120,000.00	\$120,000.00	\$120,000.00	\$120,000.00
Total	\$1,775,050.00	\$1,857,802.00	\$1,944,692.00	\$2,035,927.00	\$2,131,724.00

Expenditures	Year 1	Year 2	Year 3	Year 4	Year 5
Retirement/OPEB	\$39,602.00	\$40,790.00	\$42,013.00	\$43,273.00	\$44,571.00
Operations	\$233,333.00	\$240,333.00	\$247,543.00	\$254,970.00	\$262,619.00
Reserve Fund Transfer	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
Personnel Contract	\$1,573,518.00	\$1,667,929.00	\$1,768,004.00	\$1,874,084.00	\$1,986,529.00
Total	\$1,946,453.00	\$2,049,052.00	\$2,157,560.00	\$2,272,327.00	\$2,393,719.00

Budget Difference	Year 1	Year 2	Year 3	Year 4	Year 5
Revenue - Expenses	-\$171,403.00	-\$191,250.00	-\$212,868.00	-\$236,400.00	-\$261,995.00

Reserve Fund	Year 1	Year 2	Year 3	Year 4	Year 5
Reserves Beginning	\$2,516,000.00	\$2,344,597.00	\$2,153,347.00	\$1,940,479.00	\$1,704,079.00
Less Budget Diff.	-\$171,403.00	-\$191,250.00	-\$212,868.00	-\$236,400.00	-\$261,995.00
Reserve Balance Ending	\$2,344,597.00	\$2,153,347.00	\$1,940,479.00	\$1,704,079.00	\$1,442,084.00

Personnel Cost Breakdown

FY 23-24

Salaries and Benefits

1 - Engineer/EMT (E Step - Molesworth)	\$200,209
2 - Engineer/PMs (A Step)	\$363,046
1 - Captain/EMT (E Step - Bellach)	\$230,648
2 - Captain/PMs (A Step)	\$419,632
Subtotal S & B	\$1,213,535

Overtime to Maintain Minimum Staffing (calculated at 16.5% of Salary)	\$112,391
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Volunteer Stipends (\$80k for shift, \$25k for call and drill pay)	\$105,000
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Administration and Support (all admin and support services)	\$142,592
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Total Personnel Costs	\$1,573,518
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Note: Fiscal Year costs for years 2-5 are calculated at 6% over the previous year. This is our true cost based on the current 4 year labor agreement, benefit costs, and annual step increases for the 4 new employees.

April 30, 2023

To: KFPD Finance Committee

From: Jack Atkin

Re: Staffing extension proposal by SVFD

Staffing and salary projections for FYE 2024 by various sources

<u>By</u> _____	<u>Total Salaries + Bene.</u>
Chief Bellach (preliminary budget 1 st draft)	\$1,352,460
SVFD extension proposal draft	\$1,573,518
FinCom estimator – 6 FTE, comp. Step A	\$1,209,069
FinCom estimator - 7 FTE, comp. Step A	\$1,415,290

Revenue projections by various sources

<u>By</u> _____	<u>Projected revenue FYE 2024</u>
Chief Bellach (prelim budget)	\$1,803,292
SVFD extension proposal draft	\$1,775,050
KFPD FinCom (+ \$70k from investing cash)	\$1,872,816

Observations & Questions

1. The SVFD extension proposal uses Step E for the salary for Molesworth and Bellach. Why wouldn't these salaries start at Step A?
2. The SVFD extension proposal contemplates a staffing level of 6 FTE plus there is a charge for administration and support of \$\$142,592. Does this include any cost for our PT administrator/bookkeeper? How is this amount determined?
3. The SVFD extension proposal contains \$105,000 for volunteer stipends. Is this an appropriate amount for Kenwood going forward?
4. Historically the Kenwood salary budget has contained an amount for Holiday Pay, but there is no provision for Holiday Pay in the SVFD proposal/ Explain?
5. The SVFD proposal includes an assumption that the \$120,000 county funding will continue but does not include any additional county funding. (We have asked for an additional \$200,000.
6. The SVFD proposal includes no additional revenue from improved cash management, but, at least in the short term, there is a distinct likelihood that Kenwood may generate revenue of +/- \$70,000 from better investment of cash.
7. It would help to have the salary schedule on which the cost calculations are based. What is the premium for a PM vs. and EMT?

May 1, 2023

To: Kenwood Fire Protection District board

From: Jack Atkin

Re: Staffing decision matrix

The decision matrix spreadsheet which accompanies this memo is offered as a potential tool to assist us in deciding about staffing.

The matrix provided may not include all the possible alternatives, nor list all the possible criteria for evaluating the alternatives. If users see other alternatives or care to evaluate the alternatives using additional criteria, they should include those.

Hopefully the matrix will be a tool to assist us in making an informed decision.

Staffing Agreement Extension Decision Matrix						
Alternative >>>	Kenwood remains independent		Extension per proposed agreement		Extension for staffing only	
CRITERIA	Benefits	Drawbacks	Benefits	Drawbacks	Benefits	Drawbacks
ALS vs. BLS						
Kenwood board role						
Efficiency of delivering fire fighting and life support services						
Efficiency of administration and management						
Financial efficiencies						
Impact on sense of community						
Assurance Kenwood fire station remains open						
Risks of conflict						
Accountability to Kenwood community						

KENWOOD FIRE DISTRICT
718015 Prelim Budget FY2023-24
KENWOOD FIRE DISTRICT

			FY2022 - 23	FY2022-23	FY2023 - 24	
FAMIS	EFS	Enterprise Financial System (EFS)	Final	Current	Prelim Budget	
Sub Objec	Account	Descriptions	Budget	as of 3-31-23		
1000	40002	Prop Tax - CY, Secured	990,000	552,139	1,039,500	5%
1001	40003	Direct Charges - CY	295,481	165,234	354,577	Full amount
1011	40012	SB2557 Prop Tax Admin	(11,181)	0	(11,181)	
1020	40111	Supplemental Prop Taxes - CY	7,558	0	7,558	
1040	40101	Prop Taxes - CY, Unsecured	28,342	29,897	28,342	
1050		Supplemental Prop Taxes - CY	20,811	17,254	20,811	
1051		Supplemental Prop Taxes - PY	(12)	(28)	(12)	
1059		Prop Tax PY Unsecured	1,056	596	1,056	
1060	40201	Prop Taxes - PY, Secured	(27)	185	(27)	
1061	40202	Direct Charges - Prior Year	577	0	577	
1070		State-Other in-Lieu Tax	19	18	19	
1100	40211	Prop Taxes - PY, Unsecured	0	0	0	
10		Total Taxes	1,332,624	765,295	1,441,220	
1460		Licenses - Other	0	0	0	
1500		Wildfire Tax Loss		2,503		
13		Total Licenses/Permits/Franchises	0	2,503	0	
1700	44022	Interest in Pooled Cash	476	631	476	
17		Total Use of Money/Property	476	631	476	
2081	42358	State Other Funding	5	5	5	
2050		County Stabilization	120,000	120,000	120,000	
2060		County Revenue Sharing	180,000	187,560	189,000	5%
2440	42291	State Homeowners Prop Tax Relf	7,441	3,124	7,441	
2580	42360	State Grant Revenue	0	0	0	
2852	42441	Federal FEMA Disaster Funding	0	0	0	
20		Total Intergovernmental Revenues	307,446	310,689	316,446	
3661	45311	Other Fire Services/ <i>Inspections WUI</i>	0	3,971	0	
3700	45533	Reprographics Photocopy	50	0	50	
3980	46200	Revenue Appl PY Misc Revenue	0	0	0	
30		Total Charges for Services	50	3,971	50	
4020	46003	Sales Non Taxable	0	0	0	
4021	46003	Sale-Real Property	0	0	0	
4040		Misc. Revenue		24,789	0	
4109	46050	Cancelled/State Dated Warrants	0	0	0	
4640		Operating Transfer In (Roll over)	78,656	45,100	45,100	
		Operating Transfer In (FY 21-22 Roll over)		0	0	
40		Total Misc Revenues/Transfers	78,656	69,889	45,100	
		Grand Total Revenues	1,719,252	1,152,978	1,803,292	
5910	50701	Perm Position - Local Bds	814,778	469,616	814,778	
5911	50702	Extra Help - Local Bds	57,750	63,458	57,750	
5912	50709	Overtime-LOC Bds	66,592	65,041	66,592	
5913	50704	Boards/Commissions - Local Bds	1,650	1,151	1,650	
5914		Volunteer Stipends	18,800	8,827	18,800	
5922	50753	FICA Retirement - Local Bds	17,000	5,525	17,000	
5923	50755	PERS - Local Bds	127,322	68,550	131,778	3.50%
5924	50756	Medicare - Local Bds	9,300	6,024	9,300	

**KENWOOD FIRE DISTRICT
718015 Prelim Budget FY2023-24
KENWOOD FIRE DISTRICT**

		FY2022 - 23	FY2022-23	FY2023 - 24	
FAMIS	EFS	Enterprise Financial System (EFS)	Final	Current	Prelim Budget
Sub Objec	Account	Descriptions	Budget	as of 3-31-23	
5930	50801	Health Ins - Local Bds	166,002	71,697	171,812 3.50%
5940	50808	Worker's Comp - Local Bds	63,000	47,001	63,000
50		Total Salaries/Benefits	1,342,194	806,890	1,352,460
		FAMIS Descriptions			
6020		CLOTHING/PERSONAL	6,300	2,340	6,300
6021		UNIFORM EXPENSE	1,800	0	1,800
6022		SAFETY CLOTHING	13,000	1,967	13,000
6040		COMMUNICATIONS	10,000	5,814	10,000
6080		HOUSEHOLD EXPENSE	5,000	2,660	5,000
6100		INSURANCE	26,000	21,941	27,300 5%
6140		MAINTENANCE-EQUIPMENT	21,100	13,568	21,100
6180		MAINT-BLDGS/IMP	9,000	5,169	9,000
6280		MEMBERSHIPS	5,900	3,882	7,200 \$1,300.00
6400		OFFICE EXPENSE	5,000	2,624	5,000
6457		COMPUTER CHARGES	7,900	7,317	7,900
6461		SUPPLIES/EXPENSES	5,500	286	5,500
6500		PROFESSIONAL/SPECIAL SERVICES	11,000	7,139	11,000
6521		COUNTY SERVICES	0	0	0
6526		DISPATCH SERVICES	2,170	2,162	2,496 \$326
6576		ACTUARIAL SERVICES	7,100	5,700	7,100
6587		LAFCO CHARGES	2,600	1,950	2,730 5%
6630		AUDIT/ACCOUNTING SERVICES	8,500	0	8,500
6637		PROP TAX ADMIN FEE	500	240	500
6800		PUBLIC/LEGAL NOTICES	1,000	199	1,000
6880		SMALL TOOLS/INSTRUMENTS	7,700	1,782	7,700
7005		ELECTION EXPENSE	5,000	0	5,000
7120		TRAINING-INSERVICE	9,500	1,975	9,500
7201		GAS/OIL	16,000	18,032	19,500 \$3,500
7300		TRANSPORTATION/TRAVEL	2,500	2,378	2,500
7320		UTILITIES	17,050	9,612	17,050
60		Total Services/Supplies	207,120	118,737	213,676
8510		BUILDINGS/IMPROVEMENTS	10,000	7,451	10,000
8560		EQUIPMENT	10,000	2,030	10,000
85		Total Capital Assets	20,000	9,481	20,000
8620		UNCLM-OT-WITHIN A FUND (Transfer Roll Over)	78,656	45,100	40,000 \$5,100.00
8642		GENERAL-TO-TRUST	71,282	0	177,156 \$105,874.00
86		Total Other Financing Uses	149,938	45,100	217,156
9000		APPROPRIATIONS FOR CONT	0	0	0
90		Total Appropriations for Contingencies	0	0	0
		Grand Total Expenditures	1,719,252	980,208	1,803,292
		Increase/(Decrease) to Fund Balance	0	172,770	0

**KENWOOD FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
APRIL 11, 2023**

MINUTES

MEETING: Meeting called to order at 16:00 hrs. Directors Doss, Uboldi, Cooper, Moretti, Atkin and Chief Bellach were present. Director Atkin asked to have the Consolidation and HR committees report before action item 6a.

MINUTES: MSP Cooper/Moretti to approve the minutes from the March meeting.

CHIEF'S REPORT: 13 Volunteers, 6 Part-Time and 2 Full-Time.

Chief Bellach reported the job announcements for Engineer and Captain were made public on March 27th. The application filing period is March 30th – April 30th. The annual salary for Engineer is \$91,140.00 - \$101,178.00. Captain is \$108,714.00 - \$120,054.00. As of today, we have one application.

Chief Bellach reported Director Doss, Engineer Molesworth and himself will be meeting with the FSWG group to start talking about our funding needs if the new tax measure was to pass. The FSWG group is meeting with all the Zones. The funding requests are much higher than what the funding from the tax measure will bring in. The measure has a potential to bring in \$60 Million annually. The service standard for staffing is 3.0, the measure may get us to that level. Due to a lot of new needs and requests, this may be challenging to accomplish across the board. Update from the FSWG group, the feasibility study has been completed and it is trending at 65% in support of the measure. A citizen based ballot is being considered that would require a simple majority vote. The Fire Ad Hoc group was reformed. It consists of Supervisor Linda Hopkins, David Rabbitt and County CAO Tina Rivera. The LAFCO, Gold Ridge Sphere of Influence application hearing will be on the April 5th agenda for the BOS. A letter from Chief Akre was received today in regards to the request of a 90 day extension of our current contract for services with Sonoma Valley Fire. Sonoma's Board and sub-committee said they would be able to commit to a 60 day contract extension. Chief Akre spoke regarding this. The reason was, we are getting into wildland season and staffing shortages. After July 1st, we are getting close to a year and this puts a strain on the work force coming into wildland season as well as creating a lot of overtime. Chief Akre stressed that it has been over a month since they have been able to meet with the Kenwood Board and sub-committees. There has been no board direction and we are running out of time and opportunities.

Director Atkin asked if the Chief could compare last year's tax revenue to this year's revenue to date.

CLAIMS: MSP Moretti/Uboldi to approve claim #22-23-10 for \$67,179.20 and payrolls 4/7/23 for \$14,663.27 and 4/21/23 for \$12,458.83.

OLD BUSINESS: MSP Doss/Uboldi to approve the video conference option under AB 361.

Director Doss reported for the Consolidation and HR committees. A month ago, they brought to the board how we could be staffing for the future. They looked at an extension of a contract with Sonoma and/or our own staffing. Last month, the board agreed to instruct the Chief to move ahead with a hiring announcement. There are two decisions to be made, one is 2.0 staffing BLS and 2.0 staffing ALS through a contract. The consolidation committee have had several meetings as well as a Zoom meeting with Supervisor Gorin, Terri Wright, Chief Bellach and Chief Akre. Funding was discussed. If there was funding available there are certain opportunities that can arise. It was clear that there is no funding available in the up-coming budget. We are currently under contract with the County for funding; \$180,000.00 for revenue sharing and \$120,000.00 for stabilization funding. The \$180,000.00 is perpetuity. The \$120,000.00 is a 10 year agreement with only the first 2 years guaranteed. They used the number of \$330,000.00 that would be needed to get us up to competitive salaries. At the end of the meeting, they were invited by Supervisor Gorin to apply through her for a supervisor budget request form. This is a request by each individual supervisor to request one time funding. A copy of the completed form was presented at the meeting. It asked for one time funding of \$500,000.00 for staffing (\$180K, \$120K and \$200K).

Director Atkin introduced the new proposed salary schedule. The numbers for the competitive salary schedule was presented to the board in the February board meeting. The salary schedule presented tonight is based on the numbers presented in the February meeting. Step 1 matches those numbers in February, the differences are related to the steps. The steps need to be equal percentages every year to make reporting to PERS easier. A 3% increase per year was done. At 5%, this put us way over the numbers presented in February. The salary contract for approval is as follows: Captain, Step A-\$108,714.00, Step B-\$111,975.00, Step C-\$115,334.00, Step D-\$118,794.00, Step E-\$122,358.00. Engineer, Step A-\$91,140.00, Step B-\$93,874.00, Step C-\$96,690.00, Step D-\$99,590.00, Step E-\$102,577.00. Director Doss made a motion to except the new salary schedule effective May 1st, 2023 for all FT employees, including our one FT Engineer, 2nd: Cooper, All AYE.

Director Cooper asked if we have an employee who wants to get their paramedic or any other training and receive compensation/incentives for this, do we have a program for that? We do not have an employee who would like to be in training, but in the past the District has paid a percentage of their class costs. This can be done case by case.

Director Atkin asked if there is a draft agreement and costs for a proposed agreement extension with Sonoma Valley. Chief Akre stated yes there is and it was presented to the Chief and sub-committee. There was going to be a March 24th special meeting to discuss this and present an updated draft for contract of services. This meeting was canceled by the board. Chief Bellach made a suggestion that the board have a special meeting between now and May

9th to discuss this topic. April 18th at 4:00pm was agreed to hold a special meeting to review draft documents for a 5 year staffing contract with Sonoma Valley.

May 16th at 6:30PM was set for the public hearing to set the tax rate for FY 2023-24.

Director Atkin wrote a letter to Bill Adams asking his input on his ability to serve/advise us and Sonoma Valley Fire in connection with the extended staffing agreement and if he felt uncomfortable or if it was appropriate for us to have independent council to suggest some potential candidates. Bill wrote back and it was interpreted that we should have independent council. Chief Bellach stated he interpreted Bill's response as being neutral and the board could sign a conflict of interest waiver. Director Atkin determined there is a conflict of interest and his opinion is to have separate council. Director Atkin and Moretti were appointed as an ad hoc committee to find new council candidates for the terms of contract with Sonoma Valley. Motion; Atkin, 2nd: Moretti, All AYE.

NON-ACTION ITEMS: Tony Ghisla reported for the Grant committee and stated they are looking at other sources of funding for the septic. The Safer grant has been submitted. They are working on getting reimbursed from the County for the LED sign. A matching grant with CALFIRE was completed. We are asking for wildland boots, TIC's and web gear. Total cost is around \$12,000.00.

GOOD of the ORDER: None.

Respectfully submitted,

Attest:

**KENWOOD FIRE PROTECTION DISTRICT
SPECIAL MEETING OF THE BOARD OF DIRECTORS
APRIL 18, 2023**

MINUTES

MEETING: Meeting called to order at 16:00 hrs. Directors Doss, Cooper, Moretti, Atkin, Uboldi and Chief Bellach were present.

OLD BUSINESS: Review terms and costs of a possible contract with Sonoma Valley Fire to extend ALS personnel for a five year agreement.

Director Doss started by giving a brief history on how we got to where we are today. The HR committee had a meeting with Chief Bellach and Chief Akre to talk about extending the contract with Sonoma Valley Fire. Chief Akre had presented the committee with a sample agreement that took place with Sonoma Valley Fire and Glen Ellen Fire. There was talk about Kenwood having a similar type of agreement for an extended amount of time.

Chief Akre stated in 2015 the Glen Ellen FD found itself in almost the same predicament as we are in now. A challenge on how to move forward and be able to continue to provide service to the community. A contract for service/staffing and operational services was drafted. The current document before the board today is based on this document. The Glen Ellen Board remained as the board and the district remained an independent district. All the staffing was turned over to the Valley of the Moon Fire District. All Glen Ellen employees became Valley of the Moon employees. A draft agreement was created based on this. The apprentice positions were eliminated from the original contract. 3 Captain positions and 3 Engineer positions were added to maintain 2.0 ALS staffing levels. The agreement talks about how service levels can be changed and finances. A projection of the finances were handed out. The projection is for a 5-year period. An oversight committee would be formed to work out any discrepancies if needed. All personnel would be under the responsibility of Sonoma Valley Fire. (Retirement, workers comp, anything related to issues with personnel) A five year agreement was proposed from Sonoma Valley. The five years allows Sonoma to plan for attrition. This gives opportunity to hire full-time people to fill the vacancies that are currently being filled with overtime and some part-time employees. There is a termination clause in the agreement. The facilities and vehicles would be leased to Sonoma Valley Fire and insured by them. The district would retain ownership of the facility and the vehicles. The district remains an independent organization and all ordinances and fee schedules would be enforced. Exhibit A talks about the staffing level as well as the daily duties that would be performed. Exhibit B references the deployment model, everything in Sonoma Valley and Kenwood would receive all the same level of services, investigation services, and prevention services.

Director Doss asked for clarification on all staff being employed by Sonoma Valley. Would this also include our administration staff? Chief Akre stated yes, Chief Bellach and Engineer Molesworth would come over as Sonoma Valley employees. Chiefs Bellach and Akre have not yet been able to explore the future for Kenwood's administrative assistant. All volunteers and part-timers would become employees of Sonoma Valley as well.

Director Moretti asked the Sonoma Valley Board members present at the meeting, when they signed up for the agreement with Glen Ellen Fire, did they assume this was the end of the line? Did they think they would reconstitute fire coverage if the contract failed or came to term? They knew it was not going to get any better in five years, they knew there was a risk but were very dedicated to make it work. A question that came up was what happens at the end of year five for Kenwood. The reserves would be depleted at the end of the contract.

Director Atkin asked Chief Akre what his vision would be after the 5-year contract. Chief Akre stated they are now in their 3rd 5-year contract with the city of Sonoma and that contract has not changed much in detail over that time. The door is still open to consolidate with them when they are ready. What he saw with the Glen Ellen Fire District was, in less than 2 years of them managing everything they did, the Glen Ellen Board shifted their focus and knew they had to pursue consolidation. They realized that the way the service was being provided to their community was the right thing to do permanently. Chief Akre's vision is we will pass a county wide sales tax in the next year and a half. This will bring about the funding necessary to enable Kenwood to have the revenue to make that final decision to either consolidate or renew the contract for another 5-years.

Director Doss asked what Glen Ellen's role in the leasing equipment and facilities part of the contract was, regarding the liability insurance. Chief Akre stated that Sonoma would be responsible for general and property liability insurance on the apparatus and facility. The cost in the personnel costs of the contract does not reflect that cost because the cost is shown in the Kenwood budget for those line items. This would be added to Sonoma's budget so the net would be the same.

Director Atkin asked regarding the staffing and what would happen to Chief Bellach. All the contracts with Sonoma, Valley of the Moon and Glen Ellen have Chief Akre or whoever the Sonoma Valley Chief is, to be the Chief of all agencies. They have had a liaison between the agencies that was a Glen Ellen or Mayacamas Chief that would interact with the board on a day-to-day basis and be the first point of contact for the volunteers. It would be a pay increase for Chief Bellach to move over as a captain. This is not ideal but if we were to get the gap funding and move Chief Bellach to an administrative chief's position, this would be the goal. Whatever capacity Chief Bellach's role is, he will be the liaison to the board and the community and the volunteers. Currently, Chief Bellach is the clerk to the board. One possibility is to make our administrative assistant Sue, the clerk to the board. Director Atkin felt that if we were to move forward with the contract that there would not be much for the board to do other than produce a budget and set a tax rate for our assessment. Chief Akre stated that Glen Ellen's board felt some relief that they did not have to do a lot of the legwork that day-to-day staff

should be doing and present to the board. Director Doss stated he felt that this direction gives the board the opportunity to do more of what boards do in governance and policy. He felt that the same items would be coming to the board for discussion as they have been for the past years.

Director Uboldi was concerned that there may not be a local Chief to handle day-to-day community questions and concerns. This would be handled by the local BC, he felt this is a bit of a loss for the community. Chief Akre stated as long as Daren is still here, he will be the point of contact and community members can and will still contact him for questions or issues.

Director Doss reminded the board that the May 9th board meeting is an important meeting and date to either make or start moving forward on deciding on what the board wants to do, either rehire our own staff and go back to BLS or continue with the contract for staffing with Sonoma as ALS. Chief Akre stated if anybody had questions for him, to please e-mail him and he would be happy to answer them, just please cc Chief Bellach. Director Doss asked about LAFCO and getting their approval for the extension of the contract. Chief Akre stated that we would need to get the approval from them if it was decided to extend the contract for services. He felt that we could do this and have it completed in a short period of time.

Director Atkin asked Chief Akre if he could give him a more detailed analysis of the financials for the staffing. He also asked what the reasoning of the expansion of the contract that went from a scope from just staffing to a lot more aspects. Chief Akre stated there are several reasons; one is history, this is how they have conducted themselves with neighboring agencies. It is very difficult to have multiple fire chiefs supervising two different employee groups staffing the same engine company. There are also labor considerations and the overall effectiveness.

Director Atkin suggested that each of the ad hoc committees (HR, Finance, Facilities and Equipment and Consolidation) come prepared for the next meeting with comments, questions, suggestions, and modifications that they may have.

Chief Bellach suggested that we have another meeting prior to May 9th. He felt there would be a lot to cover at that meeting and having another meeting prior would be beneficial. Chief Akre agreed and suggested a meeting next week or May 2nd. This would be a great time to have all the subcommittees share their questions and concerns and then be able to come back to the May 9th meeting with a document that may be closer to what the board could consider.

Director Atkin felt uncomfortable with the timelines that he was hearing. He did not agree with the date of May 9th to decide. He felt that this needed to be done in a thoughtful manner as it is a complex task and should not be rushed. He suggested waiting till the May 9th meeting and having further discussions at this time. Director Atkin felt that all the possible alternatives have not yet been discussed. Chief Bellach opened a discussion on what those other possible alternatives could be. Director Doss stated that it was clear the alternatives would be either 2.0 staffing with our own employees at BLS or a 5- year contract with Sonoma Valley Fire. The May 9th board meeting was discussed as a timeline decision point at last month's meeting.

Director Uboldi asked if there are expectations that we need to think about for facility upgrades that we would have to budget for the future. Chief Akre stated it was his understanding that the board had identified future improvements to accommodate staffing needs. The Glen Ellen fire station was very similar to this station and was not set up for full-time staffing and for a couple of years they had to adapt to that. There was discussion of possibly in the future the Kenwood fire station location being relocated or abandoned. Per the draft contract provided by Chief Akre, all services would be provided from the current station location. The Kenwood fire station is a hub to the community. The station could not be relocated or abandoned due to ISO ratings, NFPA and being a community hub. Director Atkin stated another alternative we could look at is to make this draft agreement less on facilities and more on staffing.

GOOD of the ORDER: None.

Respectfully submitted,

Attest:

Kenwood Fire Protection District Claims Detail May 9, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>S. O. #</u>	<u>Check #</u>	<u>Open Balance</u>
05/04/2023	FASIS-2023-0302	F A S I S	FY22-23 - 4th Qtr	5940		15,666.00
05/01/2023	Inv. 1322703	Life-Assist, Inc.	Medical Supplies	6880		271.25
04/30/2023	Inv. 47818	Sonoma Media Investments, LLC.	701685	6800		295.00
05/01/2023	Inv. #1075	Sonoma Valley Fire District	Contract for Service-03/20/23-04/16/23	5910		44,491.72
05/01/2023	Inv. #1075	Sonoma Valley Fire District	Contract for Service-03/20/23-04/16/23	5912		4,832.96
04/26/2023	Inv. 500184882	U.S. Bank Equipment Finance	500-0682056-000	6400		194.36
05/01/2023	Inv. #104	William L. Adams PC	TCW Chief	6500		180.00
02/27/2023	Comcast	Cardmember Service	Internet	6040		118.55
04/17/2023	Frontier	Cardmember Service	Fax Line	6040		64.30
04/17/2023	Frontier	Cardmember Service	Telephone	6040		293.53
03/25/2023	Amazon	Cardmember Service	Office Supplies	6400		102.81
03/20/2023	ATT	Cardmember Service	Cell Phones	6040		286.03
03/27/2023	PGE	Cardmember Service	Service	7320		1,215.89
03/31/2023	Amazon	Cardmember Service	3181 Headlight	6140		257.32
04/16/2023	Oreilly	Cardmember Service	DEF	7201		96.10
04/11/2023	Safeway	Cardmember Service	County Fire Chief's Meeting	7120		5.23
04/11/2023	Safeway	Cardmember Service	County Fire Chief's Meeting	7120		75.46
04/17/2023	Verizon	Cardmember Service	Long Distance	6040		2.25
04/06/2023	Kenwood Water	Cardmember Service	March Service	7320		88.07
04/04/2023	Amazon	Cardmember Service	Station Supplies	6080		33.33
04/04/2023	Amazon	Cardmember Service	Station Supplies	6140		13.45
03/31/2023	GoDaddy	Cardmember Service	Web Hosting	6457		21.99
03/27/2023	Inv. 73775	CASCO/MAS Service	10829 - Oven Repair	6180		527.09
04/19/2023	1681931874088	Friedman's Home Improvement	3197 Shoreline Plug to Station	6180		101.88
04/11/2023	1681241350355	Friedman's Home Improvement	3197 Shoreline Plug to Station	6180		78.69
04/03/2023	Statement	IBS of North Bay	3160 Batteries	6140		960.02
03/14/2023	Inv. 685212	L. N. Curtis & Sons	Wildland PPE	6022		322.15
04/18/2023	Platt Reimb.	Molesworth, Robert	3197 Charging Cord	6180		63.04
04/12/2023	Inv. 1932-IN	Nick Barbieri Trucking, LLC	Diesel	7201		1,185.51
04/12/2023	Inv. 85940	R & S Erection of Santa Rosa, Inc.	Overhead Door Repair	6180		656.25

Kenwood Fire Protection District Claims Detail May 9, 2023

04/20/2023	Inv. 991242	Santa Rosa Auto Parts	Exactfitblade	6880		21.83
4/21/2023	Inv. #87	William Adams PC	TCW with Chief and Director Doss	6500	2677	450.00
4/21/2023	Safeway	First Ntl Bank Omaha	Weekend Training/Drill Lunch	7300	2678	65.68
4/21/2023	C8B65ACA-0001	Streamline	New Website for Kenwoodfire.com	6457	2679	250.00
4/27/2023	Dinner/Meeting	So. Co. Fire Districts Assoc.	April 27, 2023 Qtrly Meeting/Forestville	7120	2680	135.00
4/24/2023	Pepra	Calpers Retirement	03/20/23-04/02/23	5923	ach	1,043.84
4/24/2023	Classic	Calpers Retirement	03/20/23-04/02/23	5923	ach	1,489.12
5/1/2023	Pepra	Calpers Retirement	04/03/23-04/16/23	5923	ach	920.92
5/1/2023	Classic	Calpers Retirement	04/03/23-04/16/23	5923	ach	1,489.12
5/1/2023	Late Fee	Calpers Retirement	03/06/23-03/19/23	5923	ach	200.00
5/1/2023	Health	Calpers Health	May Premium	5930	ach	6,141.82
5/20/2023	Dental/Vision	Choice Builder	June Premium	5930	ach	485.68

May 9, 2023 Claims Total

85,193.24

Signature: _____
 Signature: _____
 Signature: _____
 Signature: _____
 Signature: _____

Title: Director
 Title: Director
 Title: Director
 Title: Director
 Title: Director

Kenwood Fire Protection District
Reconciliation Detail
1031 - Exchange Operating, Period Ending 04/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,849,889.75
Cleared Transactions						
Checks and Payments - 19 items						
Check	03/26/2023	2668	FailSafe Testing LLC	X	-873.06	-873.06
Check	04/01/2023	ACH	CALPERS Health	X	-6,141.82	-7,014.88
Check	04/01/2023	ach	CALPERS Retirem...	X	-1,489.12	-8,504.00
Check	04/01/2023	ach	CALPERS Retirem...	X	-1,169.26	-9,673.26
Check	04/05/2023	2670	Sonoma Valley Fire...	X	-43,787.47	-53,460.73
Check	04/05/2023	2671	Sonoma Valley Fire...	X	-1,428.30	-54,889.03
Check	04/05/2023	2669	New York Life	X	-81.00	-54,970.03
Transfer	04/07/2023			X	-14,046.90	-69,016.93
Bill Pmt -Check	04/11/2023	2663	County of Sonoma	X	-789.00	-69,805.93
Bill Pmt -Check	04/11/2023	2665	Nick Barbieri Trucki...	X	-700.89	-70,506.82
Bill Pmt -Check	04/11/2023	2676/...	Todd, Douglas	X	-410.20	-70,917.02
Bill Pmt -Check	04/11/2023	2674	U.S. Bank Equipme...	X	-194.36	-71,111.38
Bill Pmt -Check	04/11/2023	2664	Molesworth, Robert	X	-184.71	-71,296.09
Bill Pmt -Check	04/12/2023	2672	Cardmember Service	X	-5,899.09	-77,195.18
Transfer	04/21/2023			X	-11,967.44	-89,162.62
Check	04/21/2023	ach	Choice Builder	X	-485.68	-89,648.30
Check	04/21/2023	2677	William L. Adams PC	X	-450.00	-90,098.30
Check	04/24/2023	ach	CALPERS Retirem...	X	-1,489.12	-91,587.42
Check	04/24/2023	ach	CALPERS Retirem...	X	-1,043.84	-92,631.26
Total Checks and Payments					-92,631.26	-92,631.26
Deposits and Credits - 1 item						
Deposit	04/17/2023			X	524,380.36	524,380.36
Total Deposits and Credits					524,380.36	524,380.36
Total Cleared Transactions					431,749.10	431,749.10
Cleared Balance					431,749.10	2,281,638.85
Uncleared Transactions						
Checks and Payments - 4 items						
Bill Pmt -Check	04/11/2023	2662	Casco Refrigeration...		-515.17	-515.17
Check	04/21/2023	2679	Streamline		-250.00	-765.17
Check	04/21/2023	2678	First National Bank ...		-65.68	-830.85
Check	04/27/2023	2680	SONOMA COUNTY...		-135.00	-965.85
Total Checks and Payments					-965.85	-965.85
Total Uncleared Transactions					-965.85	-965.85
Register Balance as of 04/30/2023					430,783.25	2,280,673.00
Ending Balance					430,783.25	2,280,673.00



P.O. Box 3788 | Santa Rosa CA 95402-3788
 Return Service Requested

Last statement: March 31, 2023
 This statement: April 30, 2023
 Total days in statement period: 30

KENWOOD FIRE PROTECTION DISTRICT
 PO BOX 249
 KENWOOD CA 95452

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 XXXXXX2720
 (0)

Direct inquiries to:
 707 524-3000

Exchange Bank
 P O Box 403
 Santa Rosa CA 95402

Public Funds Checking

Account number	XXXXXX2720	Beginning balance	\$1,849,889.75
Avg collected balance	\$1,967,044	Total additions	524,380.36
		Total subtractions	92,631.26
		Ending balance	\$2,281,638.85

CHECKS

<u>Number</u>	<u>Date</u>	<u>Amount</u>	<u>Number</u>	<u>Date</u>	<u>Amount</u>
2663	04-28	789.00	2671	04-13	1,428.30
2664	04-14	184.71	2672	04-12	5,899.09
2665	04-18	700.89	2674 *	04-21	194.36
2668 *	04-13	873.06	2676 *	04-21	410.20
2669	04-18	81.00	2677	04-28	450.00
2670	04-13	43,787.47	* Skip in check sequence		

DEBITS

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
04-04	' ACH Withdrawal CALPERS 3100 100000017083441 Kenwood Fire Protectio	1,169.26
04-04	' ACH Withdrawal CALPERS 3100 100000017083404 Kenwood Fire Protectio	1,489.12
04-04	' ACH Withdrawal CALPERS 1800 100000017116401 Kenwood Fire Protectio	6,141.82
04-06	' Internet/Phone Txfr REF 0961514L FUNDS TRANSFER TO DEP XXXXXX2200 FROM ONLINE FUNDS TRANSFER VIA	14,046.90



Member FDIC
NMLS ID 643948

P.O. Box 3788 | Santa Rosa CA 95402-3788
Return Service Requested

KENWOOD FIRE PROTECTION DISTRICT
April 30, 2023

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XXXXXX2720

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
04-18	' Internet/Phone Txfr REF 1081334L FUNDS TRANSFER TO DEP XXXXXX2200 FROM ONLINE PAYROLL TRANSFER 0	11,967.44
04-21	' ACH Withdrawal CHOICE BUILDER ONLIN PMNT 230421 Kenwood Fire Protectio	485.68
04-25	' ACH Withdrawal CALPERS 3100 100000017112834 Kenwood Fire Protectio	1,043.84
04-25	' ACH Withdrawal CALPERS 3100 100000017112777 Kenwood Fire Protectio	1,489.12

CREDITS

<u>Date</u>	<u>Description</u>	<u>Additions</u>
04-21	' ACH Deposit COUNTY OF SONOMA Claims RMR*IV*Prop Tax Re v April 2023**5243KENWOOD FIRE PROTECTIO	524,380.36

DAILY BALANCES

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
03-31	1,849,889.75	04-13	1,775,054.73	04-25	2,282,877.85
04-04	1,841,089.55	04-14	1,774,870.02	04-28	2,281,638.85
04-06	1,827,042.65	04-18	1,762,120.69		
04-12	1,821,143.56	04-21	2,285,410.81		

Thank you for banking with Exchange Bank

Kenwood Fire Protection District
Reconciliation Detail
1032 · Exchange Bank Payroll, Period Ending 04/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,079.65
Cleared Transactions						
Checks and Payments - 11 items						
Check	03/11/2022	50276	Lopez, Daniel	X	-50.70	-50.70
Check	04/22/2022	50283	Lopez, Daniel	X	-20.00	-70.70
Check	01/27/2023	50313	Cooper, John	X	-49.48	-120.18
Check	02/24/2023	50320	Bellach, Tyler	X	-212.94	-333.12
Check	04/07/2023	ach	DIRECT DEPOSIT ...	X	-11,502.99	-11,836.11
Check	04/07/2023	ach	PAYROLL TAX PA...	X	-2,450.66	-14,286.77
Check	04/07/2023	ach	IBS PR Fee	X	-93.25	-14,380.02
Check	04/21/2023	ach	DIRECT DEPOSIT ...	X	-9,469.73	-23,849.75
Check	04/21/2023	ACH	PAYROLL TAX PA...	X	-1,680.57	-25,530.32
Check	04/21/2023	50324	Bellach, Tyler	X	-238.47	-25,768.79
Check	04/21/2023	ach	IBS PR Fee	X	-124.35	-25,893.14
Total Checks and Payments					-25,893.14	-25,893.14
Deposits and Credits - 2 items						
Transfer	04/07/2023			X	14,046.90	14,046.90
Transfer	04/21/2023			X	11,967.44	26,014.34
Total Deposits and Credits					26,014.34	26,014.34
Total Cleared Transactions					121.20	121.20
Cleared Balance					121.20	6,200.85
Uncleared Transactions						
Checks and Payments - 10 items						
Check	07/16/2021	50222	Sears, Chase		-101.41	-101.41
Check	12/16/2022	50309	Bellach, Tyler		-106.47	-207.88
Check	01/27/2023	50319	PLATT, JOSEPH		-12.00	-219.88
Check	02/24/2023	50321	Forer, Mikayla		-53.24	-273.12
Check	03/10/2023	50323	Forer, Mikayla		-159.71	-432.83
Check	04/21/2023	50327	Miller, Zack		-192.00	-624.83
Check	04/21/2023	50325	Cooper, John		-80.37	-705.20
Check	04/21/2023	50326	Doss, Daymon		-80.37	-785.57
Check	04/21/2023	50328	Moretti, August J		-53.58	-839.15
Check	04/21/2023	50329	PLATT, JOSEPH		-48.00	-887.15
Total Checks and Payments					-887.15	-887.15
Total Uncleared Transactions					-887.15	-887.15
Register Balance as of 04/30/2023					-765.95	5,313.70
Ending Balance					-765.95	5,313.70



P.O. Box 3788 | Santa Rosa CA 95402-3788
 Return Service Requested

Last statement: March 31, 2023
 This statement: April 30, 2023
 Total days in statement period: 30

KENWOOD FIRE PROTECTION DISTRICT
 PO BOX 249
 KENWOOD CA 95452

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 XXXXXX2200
 (0)

Direct inquiries to:
 707 524-3000

Exchange Bank
 P O Box 403
 Santa Rosa CA 95402

Public Funds Checking

Account number	XXXXXX2200	Beginning balance	\$6,079.65
Avg collected balance	\$6,821	Total additions	26,014.34
		Total subtractions	25,893.14
		Ending balance	\$6,200.85

CHECKS

Number	Date	Amount	Number	Date	Amount
50276	04-04	50.70	50320 *	04-04	212.94
50283 *	04-04	20.00	50324 *	04-28	238.47
50313 *	04-12	49.48	* Skip in check sequence		

DEBITS

Date	Description	Subtractions
04-06	' ACH Withdrawal KENWOOD FIRE PRO TAXCOLLECT 230406 I.KFP CHECKING KENWOOD FIRE PROTECTIO	2,450.66
04-06	' ACH Withdrawal KENWOOD FIRE PRO FEE 230406 I.KFP CHECKING KENWOOD FIRE PROTECTIO	93.25
04-06	' ACH Withdrawal KENWOOD FIRE PRO DDCOLLECT 230406 I.KFP CHECKING KENWOOD FIRE PROTECTIO	11,502.99
04-20	' ACH Withdrawal KENWOOD FIRE PRO FEE 230420 I.KFP CHECKING KENWOOD FIRE PROTECTIO	124.35
04-20	' ACH Withdrawal KENWOOD FIRE PRO TAXCOLLECT 230420 I.KFP CHECKING KENWOOD FIRE PROTECTIO	1,680.57



P.O. Box 3788 | Santa Rosa CA 95402-3788
 Return Service Requested

KENWOOD FIRE PROTECTION DISTRICT
 April 30, 2023

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 XXXXXX2200

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
04-20	' ACH Withdrawal KENWOOD FIRE PRO DDCOLLECT 230420 I.KFP CHECKING KENWOOD FIRE PROTECTIO	9,469.73

CREDITS

<u>Date</u>	<u>Description</u>	<u>Additions</u>
04-06	' Internet/Phone Txfr REF 0961514L FUNDS TRANSFER FRMDEP XXXXXX2720 FROM ONLINE FUNDS TRANSFER VIA	14,046.90
04-18	' Internet/Phone Txfr REF 1081334L FUNDS TRANSFER FRMDEP XXXXXX2720 FROM ONLINE PAYROLL TRANSFER 0	11,967.44

DAILY BALANCES

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
03-31	6,079.65	04-12	5,746.53	04-28	6,200.85
04-04	5,796.01	04-18	17,713.97		
04-06	5,796.01	04-20	6,439.32		

Thank you for banking with Exchange Bank

KEMWOOD FIRE DISTRICT Kenwood Fire Protection (Default)
 9045 Sonoma Hwy
 Kenwood, CA 95452
 United States

Pay Statement History
 Gross to Net, Last Name

Pay Date: 04/07/2023
 Payroll: Regular 04/07/2023
 Pay Period: 03/20/2023-04/02/2023

Last, First Name	Default Department	Type	Pay Date	#	Total Hours	gross	Reimburse	Federal Tax	CA SDI	Medicare	California	California SDI	Deduction	Deduction	Net Payment	CA SDI	Medicare	Federal Unemploy	ER SDI	California
								Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount
Bellech, Daren	CHIEF	Regular	04/07/202	-11764	-	\$5,267.47	-	\$636.27	-	\$76.38	\$238.23	-	\$27.00	-	\$4,299.59	-	\$76.38	-	-	-
Bernudez, Gustavo	EXTRA HELP	Regular	04/07/202	-11765	42.00	\$808.08	-	\$77.54	\$50.10	\$11.72	\$9.10	-	-	-	\$659.62	\$50.10	\$11.72	-	-	
Duenas, Dylan	VOLUNTEER	Regular	04/07/202	-11766	2.00	\$230.58	-	-	\$14.30	\$3.34	-	-	-	-	\$212.94	\$14.30	\$3.34	-	-	
Gaddie, Maxwell	VOLUNTEER	Regular	04/07/202	-11767	1.00	\$115.29	-	-	\$7.14	\$1.67	-	-	-	-	\$106.48	\$7.14	\$1.67	-	-	
Gulson, Benjamin	CAPTAIN	Regular	04/07/202	-11768	-	\$171.46	-	-	\$10.63	\$2.48	-	-	-	-	\$158.35	\$10.63	\$2.48	-	-	
Hardy, Lisa	EXTRA HELP	Regular	04/07/202	-11769	24.00	\$461.76	-	\$25.00	\$28.63	\$6.70	-	-	-	-	\$401.43	\$28.63	\$6.70	-	-	
Infante, Susan	ADMIN	Regular	04/07/202	-11770	23.50	\$796.18	-	\$62.85	\$49.36	\$11.55	\$8.84	-	-	-	\$663.58	\$49.36	\$11.55	-	-	
Molesworth III, Robert	ENGINEER	Regular	04/07/202	-11771	156.00	\$4,369.92	-	\$346.75	-	\$63.36	\$108.15	-	\$439.30	-	\$3,412.36	-	\$63.36	-	-	
Mora, Ernesto	EXTRA HELP	Regular	04/07/202	-11772	4.00	\$76.96	-	-	-	\$1.11	-	-	\$10.00	-	\$65.85	-	\$1.11	-	-	
Reynolds, Jack	VOLUNTEER	Regular	04/07/202	-11773	3.00	\$345.87	-	-	\$21.45	\$5.01	-	-	-	-	\$319.41	\$21.45	\$5.01	-	-	
Todd, Douglas	EXTRA HELP	Regular	04/07/202	-11774	72.00	\$1,539.20	-	\$135.20	-	\$22.32	\$28.23	-	\$140.07	-	\$1,213.38	-	\$22.32	-	-	
Report Total					327.50	14,182.77		1,283.61	\$181.61	\$205.64	\$392.55		\$616.37		11,502.99	\$181.61	\$205.64			

Sorted By: Last, First Name Ascending
 Filtered By: Employee Filter: All Employees; Pay Dates: Specific Payroll: Regular 04/07/2023; Settings: Show Only Final

Innovative Business Solutions, Inc. Admin
 P: (707)586-4300 F: (817)586-4303
 innovative.notification@saashr.com

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 BUSINESS SOLUTIONS

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KENWOOD FIRE DISTRICT	Kenwood Fire Protection (Default) 9045 Sonoma Hwy Kenwood, CA 95452 United States	Payroll Recap & Funding Regular 04/07/2023	Pay Date: 04/07/2023
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Payroll Overview

Payroll	Regular 04/07/2023
Pay Date	04/07/2023
# Employees	11
# Paid Employees	11
# Regular	11
# Pay Periods	1

Employee Payments

	#	EE's	\$ Amount
Direct Deposits Debited	11	11	11,502.99 ^D
Total			11,502.99
(D) Innovative Business Solutions, Inc. Admin Debit			-11,502.99
Your Remaining Bank Account Liability			0.00
Vouchers Printed	0		
Vouchers Suppressed	0		

Taxes

	EIN	EE's	\$ Amount
FIT/EE	94-2826574	6	1,283.61 ^D
FICA/ER	94-2826574	7	181.61 ^D
FICA/EE	94-2826574	7	181.61 ^D
MEDI/ER	94-2826574	11	205.64 ^D
MEDI/EE	94-2826574	11	205.64 ^D
SIT:CA/EE	944-0752-5	5	392.55 ^D
Total			2,450.66
(D) Innovative Business Solutions, Inc. Admin Debit			-2,450.66
Your Remaining Tax Liability			0.00

Vendor Liabilities

No Data

Billing

Invoice Total	93.25
Innovative Business Solutions, Inc. Admin Debit	-93.25
Amount Due	0.00

Total

Total	14,046.90
Innovative Business Solutions, Inc. Admin Debit	-14,046.90
Total of Your Responsibility	0.00

Recap

Innovative Business S	Date	Bank Account #	\$ Amount
Billing	04/06/2023	xxxxxx2200	93.25
Tax Payment	04/06/2023	xxxxxx2200	2,450.66
Empl. Dir. Dep. SPA	04/06/2023	xxxxxx2200	11,502.99
Total Debits			14,046.90

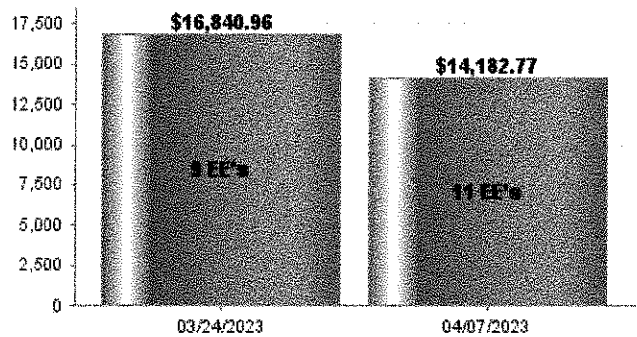
Cash Requirements: xxxxxx2200

	\$ Amount
Billing	93.25
Tax Payment	2,450.66
Empl. Dir. Dep. SPA	11,502.99
Total	14,046.90

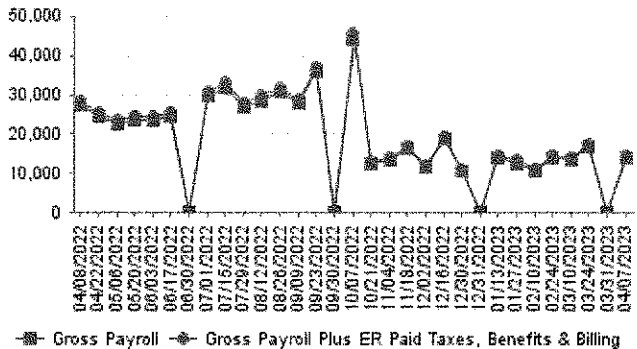
General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	14,182.77	
ER Tax (Offset)	387.25	
Invoice	93.25	
Invoice		93.25
ER Tax		387.25
Deduction		616.37
Tax		2,063.41
Direct Deposit		11,502.99
	14,663.27	14,663.27

Comparison To Last Pay Period - Gross Wages



Rolling 12 Month Payroll View



Grouped By: None Sorted By: None Filtered By: None	Innovative Business Solutions, Inc. P: (707)586-4300, F: (877)586-4303 innovative.notification@SaaShr.co Kenwood Fire Protection	Generated: 04/03/2023 06:16p Generated By: System Administrator Page 1 of 1
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KENWOOD FIRE DISTRICTS
 Kenwood Fire Protection (Default)
 9045 Sonoma Hwy
 Kenwood, CA 95452
 United States

Pay Statement History
 Gross to Net, Last Name

Pay Date: 04/21/2023
 Payroll: Regular 04/21/2023
 Pay Period: 04/01/2023-04/16/2023

Last First Name	Default Department	Type	Pay Date	#	Total Hours	Gross	Reimburse	Federal Tax	QASDI Amount	Medicare Amount	California Amount	California Deduction Amount	Net Payment	QASDI Amount	Medicare Amount	Federal Tax Amount	CA SUTA Amount	California Employment Training Tax
Akin, Jack	DIRECTOR	Regular	04/21/202	-11775	-	-	\$80.37	-	-	-	-	-	\$80.37	-	-	-	-	-
Bellach, Daren	CHIEF	Regular	04/21/202	-11776	-	\$5,267.47	-	\$636.27	-	\$76.37	\$238.23	\$27.00	\$4,289.60	-	\$76.37	-	-	-
Bellach, Tyler	VOLUNTEER	Regular	04/21/202	50324	1.00	\$115.29	\$132.00	-	\$7.15	\$1.67	-	-	\$238.47	\$7.15	\$1.67	-	-	
Bermudez, Gustavo	EXTRA	Regular	04/21/202	-11778	23.00	\$442.52	-	\$50.00	\$27.44	\$6.41	-	-	\$358.67	\$27.44	\$6.41	-	-	
Cooper, John	HELP	DIRECTOR	Regular	04/21/202	50325	-	\$80.37	-	-	-	-	-	\$80.37	-	-	-	-	-
Doss, Daymon	DIRECTOR	Regular	04/21/202	50326	-	\$80.37	-	-	-	-	-	-	\$80.37	-	-	-	-	-
Duenas, Dylan	VOLUNTEER	Regular	04/21/202	-11781	3.00	\$245.87	\$84.00	-	\$21.44	\$5.01	-	-	\$403.42	\$21.44	\$5.01	-	-	
Fore, Mikayla	VOLUNTEER	Regular	04/21/202	-11782	-	\$24.00	\$24.00	-	-	-	-	-	\$24.00	-	-	-	-	-
Gaddie, Maxwell	VOLUNTEER	Regular	04/21/202	-11783	3.00	\$245.87	\$60.00	-	\$21.45	\$5.02	-	-	\$379.40	\$21.45	\$5.02	-	-	
Ghisla, Vincent	CAPTAIN	Regular	04/21/202	-11784	-	\$144.00	\$144.00	-	-	-	-	-	\$144.00	-	-	-	-	-
Gilson, Benjamin	CAPTAIN	Regular	04/21/202	-11785	-	\$171.46	\$120.00	-	\$10.63	\$2.49	-	-	\$278.34	\$10.63	\$2.49	-	-	
Heldorn, Steven	VOLUNTEER	Regular	04/21/202	-11786	-	\$96.00	\$96.00	-	-	-	-	-	\$96.00	-	-	-	-	-
Infante, Susan	ADMIN	Regular	04/21/202	-11787	5.75	\$194.81	-	\$12.08	\$2.82	-	-	-	\$179.91	\$12.08	\$2.82	-	-	
Kunde, Jason	VOLUNTEER	Regular	04/21/202	-11788	-	\$72.00	\$72.00	-	-	-	-	-	\$72.00	-	-	-	-	-
Miller, Zack	VOLUNTEER	Regular	04/21/202	50327	-	\$192.00	\$192.00	-	-	-	-	-	\$192.00	-	-	-	-	-
Molesworth III, Robert	ENGINEER	Regular	04/21/202	-11790	120.00	\$3,072.00	-	\$195.79	\$44.55	\$39.08	\$399.36	\$2,393.22	\$44.55	\$39.08	\$44.55	-	-	
Mora, Ernesto	EXTRA	Regular	04/21/202	-11791	26.00	\$500.24	-	-	\$7.26	-	\$65.03	\$427.95	\$7.26	-	-	-	-	
Moretti, August	HELP	DIRECTOR	Regular	04/21/202	50328	-	\$53.58	-	-	-	-	-	\$53.58	-	-	-	-	-
Plant, Joseph	VOLUNTEER	Regular	04/21/202	50329	-	\$48.00	\$48.00	-	-	-	-	-	\$48.00	-	-	-	-	-
Reynolds, Jack	VOLUNTEER	Regular	04/21/202	-11794	1.00	\$115.29	\$72.00	-	\$7.14	\$1.67	-	-	\$178.48	\$7.14	\$1.67	-	-	
Richardson, Jay	VOLUNTEER	Regular	04/21/202	-11795	-	\$24.00	\$24.00	-	-	-	-	-	\$24.00	-	-	-	-	-
Uboldi, Gary	VOLUNTEER	Regular	04/21/202	-11796	-	\$60.00	\$60.00	-	-	-	-	-	\$60.00	-	-	-	-	-
Uboldi, Robert	DIRECTOR	Regular	04/21/202	-11797	-	\$80.37	\$80.37	-	-	-	-	-	\$80.37	-	-	-	-	-
Report Total					182.75	10,570.82	\$1,503.06	\$882.06	\$107.33	\$153.27	\$277.31	\$491.39	10,162.52	\$107.33	\$153.27	-	-	-

Payroll Overview

Payroll	Regular 04/21/2023
Pay Date	04/21/2023
# Employees	23
# Paid Employees	23
# Regular	23
# Pay Periods	1

Employee Payments

	#	EE's	\$ Amount
Checks	6	6	692.79
Direct Deposits Debited	17	17	9,469.73 ^D
Total			10,162.52
(D) Innovative Business Solutions, Inc. Admin Debit			-9,469.73
Your Remaining Bank Account Liability			692.79
Vouchers Printed	0		
Vouchers Suppressed	0		

Taxes

	EIN	EE's	\$ Amount
FIT/EE	94-2826574	3	882.06 ^D
FICA/ER	94-2826574	7	107.33 ^D
FICA/EE	94-2826574	7	107.33 ^D
MEDI/ER	94-2826574	10	153.27 ^D
MEDI/EE	94-2826574	10	153.27 ^D
SIT:CA/EE	944-0752-5	2	277.31 ^D
Total			1,680.57
(D) Innovative Business Solutions, Inc. Admin Debit			-1,680.57
Your Remaining Tax Liability			0.00

Vendor Liabilities

No Data

Billing

Invoice Total	124.35
Innovative Business Solutions, Inc. Admin Debit	-124.35
Amount Due	0.00

Total

Total	11,967.44
Innovative Business Solutions, Inc. Admin Debit	-11,274.65
Total of Your Responsibility	692.79

Recap

Innovative Business S	Date	Bank Account #	\$ Amount
Billing	04/20/2023	xxxxxx2200	124.35
Tax Payment	04/20/2023	xxxxxx2200	1,680.57
Empl. Dir. Dep. SPA	04/20/2023	xxxxxx2200	9,469.73
Total Debits			11,274.65

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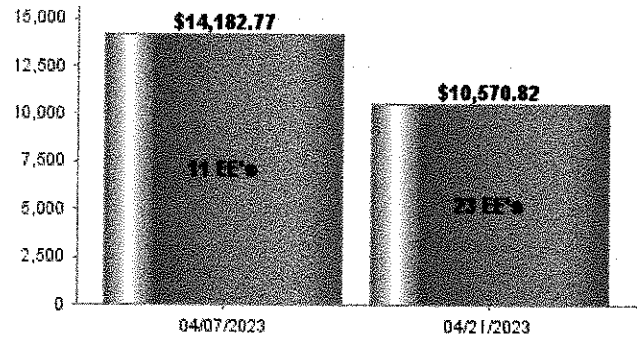
Recap - Continued

Cash Requirements: xxxxxx2200	\$ Amount
Billing	124.35
Tax Payment	1,680.57
Empl. Checks	692.79
Empl. Dir. Dep. SPA	9,469.73
Total	11,967.44

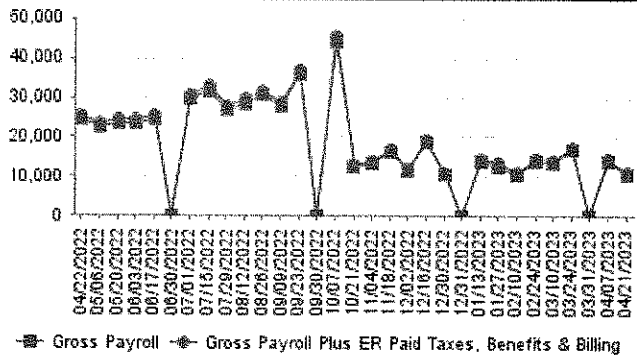
General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	12,073.88	
ER Tax (Offset)	260.60	
Invoice	124.35	
Invoice		124.35
ER Tax		260.60
Deduction		491.39
Check		692.79
Tax		1,419.97
Direct Deposit		9,469.73
	12,458.83	12,458.83

Comparison To Last Pay Period - Gross Wages



Rolling 12 Month Payroll View



Kenwood Fire Protection District Profit & Loss Budget vs. Actual July 2022 through April 2023

	Jul '22 - Apr 23	Budget	\$ Left in Budget	% of Budget Used
Ordinary Income/Expense				
Income				
10 - Tax Revenue				
1000 - Prop Taxes - CY Secured	968,567.75	990,000.00	-21,432.25	97.84%
1001 - CY Direct Charges	275,371.41	295,481.00	-20,109.59	93.19%
1020 - Prop Tax CY Supp	0.00	7,558.00	-7,558.00	0.0%
1040 - Property Tax - CY Unsec	29,897.04	28,342.00	1,555.04	105.49%
1011 - SB2557 Prop Tax Admin	-10,469.71	-11,181.00	711.29	93.64%
1050 - - Supplemental Prop Taxes -CY	23,389.10	20,811.00	2,578.10	112.39%
1051 - -Supplemental Prop Taxes - PY	-28.77	-12.00	-16.77	239.75%
1059 - - Prop Taxes - PY, Unsecured	596.03	1,056.00	-459.97	56.44%
1060 - Prop Taxes - PY, Secured	185.78	-27.00	212.78	-688.07%
1061 - PY Direct Charges	339.73	577.00	-237.27	58.88%
1070 - State-Other In-Lieu Tax	18.63	19.00	-0.37	98.05%
1500 - Wildfire Tax Loss	2,503.89			
Total 10 - Tax Revenue	1,290,370.88	1,332,624.00	-42,253.12	96.83%
17 - Use of Money/Prop				
1700 - Interest on Pooled Cash	283.89	476.00	-192.11	59.64%
1700-01 - Other Interest Earnings	345.23			
1701 - Interest Earned	184.91			
Total 17 - Use of Money/Prop	814.03	476.00	338.03	171.02%
20 - Intergovernmental Revenues				
2050 - Stabilization Payment	120,000.00	120,000.00	0.00	100.0%
2060 - Revenue Sharing	187,560.00	180,000.00	7,560.00	104.2%
2081 - Highway Rentals	335.75	5.00	330.75	6,715.0%
2440 - HOPTR	4,753.16	7,441.00	-2,687.84	63.88%
Total 20 - Intergovernmental Revenues	312,648.91	307,446.00	5,202.91	101.69%

Kenwood Fire Protection District Profit & Loss Budget vs. Actual July 2022 through April 2023

	Jul '22 - Apr 23	Budget	\$ Left in Budget	% of Budget Used
30 - Charges for Services				
3661 - Fire Control Services	3,971.26			
3700 - Copy/Transcribe Fees	0.00	50.00	-50.00	0.0%
Total 30 - Charges for Services	<u>3,971.26</u>	<u>50.00</u>	<u>3,921.26</u>	<u>7,942.52%</u>
40 - Miscellaneous Revenues				
4040 - Miscellaneous Revenue	24,789.24			
4640 - Operating Transfer In-Roll Over	0.00	78,656.00	-78,656.00	0.0%
Total 40 - Miscellaneous Revenues	<u>24,789.24</u>	<u>78,656.00</u>	<u>-53,866.76</u>	<u>31.52%</u>
Total Income	<u>1,632,594.32</u>	<u>1,719,252.00</u>	<u>-86,657.68</u>	<u>94.96%</u>
Gross Profit	1,632,594.32	1,719,252.00	-86,657.68	94.96%
Expense				
50 - Salaries/Emp Benefits				
Gross Wages				
5910-Perm Positions	527,448.97	814,778.00	-287,329.03	64.74%
5911-Extra Help	67,168.48	57,750.00	9,418.48	116.31%
5912-Overtime	70,165.82	66,592.00	3,573.82	105.37%
Total Gross Wages	<u>664,783.27</u>	<u>939,120.00</u>	<u>-274,336.73</u>	<u>70.79%</u>
5913 - Director Stipend	1,527.03	1,650.00	-122.97	92.55%
5914 - Volunteer Stipend	11,569.18	18,800.00	-7,230.82	61.54%
5922 - FICA ER Expense	5,921.89	17,000.00	-11,078.11	34.84%
5923 - CALPERS Retirement	72,687.97	127,322.00	-54,634.03	57.09%
5924 - Medicare ER Exp	6,536.94	9,300.00	-2,763.06	70.29%
5925 - NYL INS.	-27.00			
5930 - CALPERS Health/Dental/Visi	78,325.35	166,002.00	-87,676.65	47.18%
5940 - WORKERS COMP	47,001.00	63,000.00	-15,999.00	74.61%
Total 50 - Salaries/Emp Benefits	<u>888,325.63</u>	<u>1,342,194.00</u>	<u>-453,868.37</u>	<u>66.19%</u>

Kenwood Fire Protection District Profit & Loss Budget vs. Actual July 2022 through April 2023

	Jul '22 - Apr 23	Budget	\$ Left in Budget	% of Budget Used
60 - Services/Supplies				
6020-Clothing/Personal	2,340.82	6,300.00	-3,959.18	37.16%
6021-Uniform Expense(Daren)	0.00	1,800.00	-1,800.00	0.0%
6022-Clothing/Safety	1,993.80	13,000.00	-11,006.20	15.34%
6040-Communications	6,600.13	10,000.00	-3,399.87	66.0%
6080-Household Expense	3,215.39	5,000.00	-1,784.61	64.31%
6100-Insurance	21,942.00	26,000.00	-4,058.00	84.39%
6140-Maintenance-Equipment	14,554.54	21,100.00	-6,545.46	68.98%
6180-Maintenance-Bldgs/Imp.	5,416.07	9,000.00	-3,583.93	60.18%
6280-Memberships	3,882.50	5,900.00	-2,017.50	65.81%
6400-Office Expense	2,850.27	5,000.00	-2,149.73	57.01%
6457-Computer Charges	7,589.90	7,900.00	-310.10	96.08%
6461-Supplies/Expenses(Ops)	286.00	5,500.00	-5,214.00	5.2%
6500-Professional/Special Svcs.				
6500.01 - Professional/Special Services	6,761.41			
6500.02 - Bank/Bankcard Service Charges	175.85			
6500.03 - PR Processing Fee	2,324.80			
6500-Professional/Special Svcs. - Other	0.00	11,000.00	-11,000.00	0.0%
Total 6500-Professional/Special Svcs.	9,262.06	11,000.00	-1,737.94	84.2%
6526-REDCOM/Dispatch	2,162.21	2,170.00	-7.79	99.64%
6576-Actuarial Services	5,700.00	7,100.00	-1,400.00	80.28%
6587-LAFCO Charges	1,950.00	2,600.00	-650.00	75.0%
6630-Audit/Accounting Svcs.	0.00	8,500.00	-8,500.00	0.0%
6637-Prop.Tax Admin Fee	240.00	500.00	-260.00	48.0%
6800-Public/Legal Notices	199.00	1,000.00	-801.00	19.9%
6880-Small Tools/Equip.	1,809.71	7,700.00	-5,890.29	23.5%
7005-Election Expense	0.00	5,000.00	-5,000.00	0.0%
7120-Training/InService	3,100.48	9,500.00	-6,399.52	32.64%
7201-Gas/Oil/Fuel	19,560.53	16,000.00	3,560.53	122.25%

Kenwood Fire Protection District Profit & Loss Budget vs. Actual July 2022 through April 2023

	<u>Jul '22 - Apr 23</u>	<u>Budget</u>	<u>\$ Left in Budget</u>	<u>% of Budget Used</u>
7300-Trans./Travel/Meetings	2,579.29	2,500.00	79.29	103.17%
7320-Utilities	12,751.42	17,050.00	-4,298.58	74.79%
Total 60 - Services/Supplies	129,986.12	207,120.00	-77,133.88	62.76%
8510 - Capital Outlay-Bldg Imp	7,451.50	10,000.00	-2,548.50	74.52%
8560 - Capital Outlay-Equipment	2,030.45	10,000.00	-7,969.55	20.31%
8620-UNCLM-OT-Within a Fund	45,100.38	78,656.00	-33,555.62	57.34%
8642-General-to-Trust	0.00	71,282.00	-71,282.00	0.0%
Total Expense	1,072,894.08	1,719,252.00	-646,357.92	62.41%
Net Ordinary Income	559,700.24	0.00	559,700.24	100.0%
	559,700.24	0.00	559,700.24	100.0%