



RUSSIAN RIVER FIRE PROTECTION DISTRICT
14100 ARMSTRONG WOODS RD. · P.O. BOX 367 · GUERNEVILLE, CA 95446
OFFICE (707) 869-9089 · FAX (707) 869-2811

RUSSIAN RIVER FIRE PROTECTION DISTRICT
Finance Committee Meeting
Monday, April 8, 2019, 9:30 a.m.
Russian River Fire Station ~ 14100 Armstrong Woods Rd., Guerneville

AGENDA

1. Call to order
2. Review of Meeting Report
 - a. March 11, 2019 Finance Committee Report
3. Financial Report/Status
4. Ambulance Report/Ambulance Fee
5. Shared Administrative Services contract update
6. Equipment (Planning/purchasing)
 - a. 5630 Replacement/USDA Grant
7. Redevelopment
8. Public Comment / Committee Comment / Adjournment

Accessible Meeting Information

The Russian River Fire Protection District Fire Station Board meeting room is accessible to persons using wheelchairs and other assistive mobility device. The wheelchair accessible entry is located at the Armstrong Woods Road Administration Office entrance located at the South end of the fire station.

Please make your requests for documents in alternative format (large font or Braille) or additional accommodations such as sign language interpretation or real-time captioning to District Administrative Staff, Heidi Flowers at 707-869-9089 (Voice), call **711 for the free Telecommunications Relay Service**, or e-mail hflowers@russianriverfire.org.

Requesting accommodations at least 72 hours prior to the meeting will help to ensure availability.

The nearest accessible public transit bus stop is located in downtown Guerneville on River Road at Armstrong Woods Road, approximately one block from the Russian River Fire Protection District Fire Station.

<p>At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.</p>
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RUSSIAN RIVER FIRE PROTECTION DISTRICT

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FINANCE COMMITTEE MEETING

Monday, March 11, 2019 9:00 a.m.

At the Fire Station ~ 14100 Armstrong Woods Rd., Guerneville

REPORT

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL:

Meeting was called to order at 9:00 a.m. Pledge of Allegiance was led by Director Jackson. Present: Director Jackson, Heidi Flowers, Captain Wood, Jeanette Dillman and Jennifer Wertz (Russian River Alliance).

REVIEW OF MEETING REPORT-February 11, 2019:

Report from the February 11, 2019 meeting was reviewed.

FINANCIAL REPORT/STATUS:

AA Flowers reviewed the budget to actual report. Revenue and expenditures are as expected. Director Jackson inquired about any upcoming unexpected expenses; none known at this time. AA Flowers reported the last full payment \$24,231.00 was just made for the ambulance, balance remaining \$12,350.04. AA Flowers requested for the finance committee to re-evaluate the final budget after the April tax collection; if excess funds are predicted, AA Flowers recommended allocating \$12,350.04 to pay off the ambulance loan.

LOWER RIVER MUNICIPAL ADVISORY COMMITTEE:

Jeanette Dillman provided an informational flyer on the purpose of the MAC. Discussion held on the priorities of the District 1. Consolidation 2. New station/building 3. Disaster/emergency planning. Director Jackson inquired about the MSR status; 1st phase draft is expected late February/early March.

AMBULANCE REPORT/AMBULANCE FEE:

Firefighter/Paramedic Clopton's PowerPoint presentation handout was reviewed briefly. Hardship request process through Wittman Enterprises was also discussed. Public hearing will be held on March 13, 2019 for proposed update to Schedule A (ambulance rates).

SHARED ADMINISTRATIVE SERVICES CONTRACT UPDATE:

Item tabled to the April meeting.

EQUIPMENT:

- a. 5360 Replacement/USDA Grant: Engineer Mercieca and Captain Wood have submitted the paperwork for the USDA grant; grant is a cost share grant with Russian River's share being



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45%. Cost for fully outfitted (lights, sirens, equipment) 2019 Ford, 4 door, utility bed truck is \$105,561.00. Russian River's approximate share: \$47,502.45; current truck 5630's resale value is approximately \$20,000.00 leaving \$27,502.45 to be funded.

Jennifer Wertz discussed TOT allocation by the Board of Supervisors; ~48% of TOT is generated in the 5th District. Discussion held regarding TOT Community Grant(s).

REDEVELOPMENT:

Discussion held regarding response from Sonoma County Community Development Commission. Director Jackson will research Russian River Fire's previous project (new fire station) that was not carried forward when redevelopment was dissolved. The project was approved by the RRROC but due to the project not being "shovel ready" it was not carried forward with other remaining projects.

PUBLIC COMMENT/COMMITTEE COMMENT/ADJOURNMENT

Jeanette Dillman complimented the District on the new website, financial reporting and flood response. Jennifer Wertz also thanked the District for the flood responses and good work. Next Finance Committee meeting is set for Monday, April 8th at 9:30 a.m. Meeting was adjourned at 10:05 a.m.

Russian River Fire Protection District
Profit & Loss Budget vs. Actual
July 1, 2018 through April 3, 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 1 - 3, 19	Jul 1, '18 - Apr 3, 19	Budget	\$ Over Budget	% of Budget
Total 80 - Services/Supplies	49,895.78	35,876.29	14,214.11	110,099.84	33,551.96	18,789.02	26,701.78	22,542.69	59,787.10	0.00	372,328.59	442,893.00	-70,564.42	84.05%
85 - Capital Assets														
8560 - Equipment														
8560 A - Holmatro Tools-TOT Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8560 B - Heart Monitor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8560 C - Engine Grant	0.00	69.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	69.95	0.00	69.95	100.0%
8560 D - Jet Ski-TOT Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8560 E - Equipment-Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8560 F - TOT Mitigation (Amb. downpayments)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8560 G - Strategic Plan	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	-60,000.00	0.0%
8560 - Equipment - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00	-35,000.00	0.0%
Total 8560 - Equipment	0.00	69.95	0.00	0.00	0.00	0.00	0.00	0.00	75,883.81	0.00	75,883.81	0.00	75,883.81	100.0%
85 - Capital Assets - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75,883.81	0.00	75,883.76	95,000.00	-19,046.24	79.95%
Total 85 - Capital Assets	0.00	69.95	0.00	0.00	0.00	0.00	0.00	0.00	75,883.81	0.00	75,883.76	85,000.00	-19,046.24	79.95%
90 - Appropriations for Cont														
9000 - Unanticipated Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
90 - Appropriations for Cont - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Total 90 - Appropriations for Cont - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
9100 - Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Total Expense	315,330.76	177,525.20	146,304.39	301,110.12	247,804.29	144,224.18	169,205.89	192,812.07	299,993.78	0.00	1,994,170.88	2,584,558.00	-590,387.31	77.19%
Net Income	-294,392.79	-86,822.27	-88,650.85	-129,490.82	-170,846.35	-839,828.24	-87,181.59	-81,186.53	-231,176.72	-4,195.14	-317,432.84	-1,053,831.00	-211,731.54	-300.35%

ERICK ROESER
AUDITOR-CONTROLLER
TREASURER-TAX COLLECTOR

**AUDITOR-CONTROLLER
TREASURER-TAX COLLECTOR**
585 FISCAL DRIVE, SUITE 100
SANTA ROSA, CA 95403
PHONE (707) 565-2631
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JONATHAN KADLEC
ASSISTANT AUDITOR-CONTROLLER
TREASURER-TAX COLLECTOR

AMANDA RUCH
ASSISTANT AUDITOR-CONTROLLER
TREASURER-TAX COLLECTOR

Date: March 28, 2019
To: Special Districts Governed by Local Boards
From: Olena Chandler, Budget Accountant
Subject: 2018-19 Property Tax Allocations

Our projection of 2018-19 Current Year Property Tax Allocations is attached for districts that receive Prop 13 allocations. Please compare the amounts projected for your district to the Property Tax revenues approved in your 2018-19 Final Budget. This comparison will help you determine if you need to make increases or decreases to your Final Budget.

We have also included a listing of actual and estimated property tax revenues shifted from Special Districts to the Educational Revenue Augmentation Fund (ERAF). This listing, which has been requested by many districts for informational purposes, shows cumulative amounts shifted to date as well as estimated shift amounts for 2018-19. Our projected Current Year Property Tax Allocation amounts have been adjusted for any current year estimated transfers to ERAF.

If you have any questions or need further information, please call me at 565-3292.

Sincerely,

Olena Chandler

"TAXES" 2018-19 Special District Current Year Property Tax Allocations (Prop 13)

DEPARTMENT ID DESCRIPTION	CURRENT SECURED	CURRENT UNSECURED	HOPTR	NET RDA INCREMENT	TOTAL TAXES ALLOCATED
61010100 GREEN VALLEY	11,813	359	76	0	12,248
61020100 SHILOH	484,890	14,791	3,145	(37,531)	465,294
TOTAL CEMETERY	496,703	15,150	3,221	(37,531)	477,542
64010100 BENNETT VALLEY	642,885	19,542	4,156	0	666,583
64110100 RANCHO ADOBE	3,521,233	106,961	22,746	(166,230)	3,484,710
64040100 FORESTVILLE	1,292,146	39,296	8,357	0	1,339,800
64060100 GLEN ELLEN	1,015,500	30,927	6,577	0	1,053,003
64080100 GRATON	786,891	23,951	5,093	0	815,935
64140100 RUSSIAN RIVER	1,056,284	32,115	6,830	(381,958)	713,271
64090100 KENWOOD	813,770	24,740	5,261	0	843,771
64100100 MONTE RIO	470,724	14,267	3,034	(140,444)	347,581
64120100 RINCON VALLEY	4,297,487	130,289	27,707	0	4,455,483
64130100 ROSELAND	863,704	26,183	5,568	(294,781)	600,675
64150100 SCHELL-VISTA	950,981	28,954	6,157	(6,179)	979,913
64070100 GOLD RIDGE	1,588,177	48,362	10,285	0	1,646,823
64020100 BODEGA BAY	303,770	9,243	1,966	0	314,979
64180100 WINDSOR	1,362,364	41,560	8,838	(137,037)	1,275,725
64170100 VALLEY OF THE MOON	4,597,089	139,911	29,753	(342,765)	4,423,988
64050100 GEYSERVILLE	969,160	28,885	6,143	0	1,004,188
64160100 TIMBER COVE	148,797	4,437	944	0	154,178
64030100 CLOVERDALE	782,234	23,849	5,072	(173,168)	637,988
64190100 NORTH SONOMA COAST	1,306,066	40,089	8,525	0	1,354,680
TOTAL FIRE	26,769,261	813,561	173,012	(1,642,562)	26,113,274
65010100 CLOVERDALE HOSPITAL	40,045	1,150	245	(5,682)	35,757
66040100 MARIN-SON MOSQUITO ABATE	2,719,577	82,771	17,602	(279,602)	2,540,349
67010100 CAMP MEEKER	82,573	2,513	534	0	85,620
67030100 MONTE RIO	218,461	6,612	1,406	(95,310)	131,168
67040100 RUSSIAN RIVER	405,020	12,316	2,619	(160,211)	259,743
TOTAL REC & PARK	706,054	21,441	4,559	(255,521)	476,531
68010100 GOLD RIDGE RCD	30,376	924	196	(2,654)	28,842
68020100 SONOMA RCD	139,283	4,224	898	(16,639)	127,766
TOTAL RESOURCE CONS	169,659	5,148	1,094	(19,293)	156,608
62040100 OCCIDENTAL CSD	27,422	800	170	0	28,392
62040300 OCCIDENTAL CSD-FIRE	269,939	8,024	1,706	0	279,669
62020100 CAZADERO CSD	270,887	8,194	1,742	0	280,824
TOTAL COMMUNITY SERVICE	568,248	17,018	3,618	0	588,885
71010100 FORESTVILLE WATER	161,326	4,864	1,034	0	167,224
71050100 SONOMA MTN	6,484	197	42	0	6,723
62010100 BODEGA BAY PUD	423,545	12,881	2,739	0	439,166
66010100 BAY AREA AIR QUALITY	1,536,765	46,747	9,941	(155,351)	1,438,101
66120100 N S C AIR POLLUTION CONTROL	160,610	4,747	1,010	(27,669)	138,698
72010100 SONOMA COUNTY LIBRARY	19,594,675	593,657	126,247	(885,534)	19,429,045
TOTAL SP DIST/LOC BOARDS	53,352,952	1,619,332	344,364	(3,308,745)	52,007,903

All Property Tax projections are based on 100 percent collections. Actual amounts could fall short of projections due to impounds, adjustments to the tax roll and Unsecured delinquencies. All amounts have been adjusted for 2018-19 taxes shifted to/from the Educational Revenue Augmentation Fund (ERAF).

April 1, 2019

Board of Directors

Russian River Fire Protection District

I was tasked with researching why the RRFPD's project for expanding and rehabilitating the fire house was not funded through the Russian River Redevelopment Program. The application for funding was not completed. In 2012 when all redevelopment agencies statewide were dissolved, the RRFPD project did not have the necessary approvals to be included with those projects that would be funded. I have attached a summary of the relevant agenda items and minutes of the Russian River Redevelopment Oversight Committee. (See attached summary of RRROC's minutes)

I was also tasked with writing a letter to our County Supervisor, State Representative, and State Senator to object to a significant amount of RRFPD property tax revenue being transferred to the State Department of Finance Redevelopment Property Tax Trust Fund and then having the residual amount later returned to RRFPD. I examined the District's Profit & Loss statements for FY2017, 2018 and 2019 through March 28, 2019 to determine how long the tax revenue was held by the state before being returned to RRFPD. (See the attached spreadsheet)

I do not recommend writing to our elected officials about this at this time. The residual amounts of Property Tax Revenues withheld from RRFPD are not withheld for a long enough time period to earn a significant amount of interest (at most \$350 in FY2018). We cannot object to the process on the grounds that we are losing a significant amount of money while the State Department of Finance holds our property tax revenues. This process is done at the state level by the Department of Finance and has been in effect for 7 years. An objection to the process should have been made earlier on.

Director Jackson

RUSSIAN RIVER FIRE PROTECTION DISTRICT REQUEST FOR REDEVELOPMENT FUNDING TO REHABILITATE AND EXPAND THE FIRE STATION

Information from the Agendas and Minutes of the Russian River Redevelopment Oversight Committee:

May 19, 2011

RRROC Agenda Item 8C – Russian River Fire Protection District Funding Request

Motion to fully fund RRFPD project in its entirety, \$3,994,800 passed 6-1-1. “Staff noted that this project will not be presented to the Board of the Commission until Fire District gives a full report on any other sources of financing that may be available for the project. Staff will work with the Fire District to get it ready to move forward.”

Note: The application signed by the RRFPD Fire Chief on May 13, 2011 contained no financial information. Sections V, VII, VIII & IX are blank.

January 19, 2012

RRROC Agenda Item 7A Status of Redevelopment

As a result of the State Supreme Court decision on December 29, 2011 which dissolves all redevelopment agencies statewide effective Feb 1, 2012, the RRROC recommended funding in the amount of \$3,994,800 to rehabilitate and expand the fire station located in Guerneville on Armstrong Woods Road cannot proceed to the Board for their consideration at this time.

**AMOUNT OF TAX REVENUE WITHHELD FROM RRFPD FOR REDEVELOPMENT
AND THE AMOUNT OF "RESIDUAL" RETURNED TO RRFPD**

2016/17													
		Dec	Apr	May	Jun	FY Total							
	1008-RDA Increment	-221,358	-221,358			-442,716							
	1014 AB1290 Pass-Throughs	58,772	59,275	1,249	2,106	121,402							
	1017 Residual Prop Tax-RPTTF	160,963		148,152		309,115							
	Total Withheld	-1,623	-162,083	149,401	2,106	-12,199							
2017/18													
		Dec	Apr	May	Jun	FY Total							
	1008-RDA Increment	-244,948	-244,948			-489,896							
	1014 AB1290 Pass-Throughs	68,681	69,315	599	2,656	141,251							
	1017 Residual Prop Tax-RPTTF	167,460		164,200		331,660							
	Total Withheld	-8,807	-175,633	164,799	2,656	-16,985							
2018/19													
		Dec	Apr	May	Jun	FY Total							
	1008-RDA Increment	-266,691				-266,691							
	1014 AB1290 Pass-Throughs	78071				78,071							
	1017 Residual Prop Tax-RPTTF	183,020				183,020							
	Total Withheld	-5,600	0	0	0	-5,600							