

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Tuesday, June 23, 2009 – 7:00 p.m.

Nick Dickson, President, ~ Thomas J. Linari, Director

Roxanne W. Lindsay, Director ~ Jennifer G. Price, Director ~ Kenneth W. Sandy, Director

~MISSION STATEMENT~

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion

**Meeting location: S.R.V.F.P.D. Administrative Offices
1500 Bollinger Canyon Road, San Ramon, CA 94583**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA
4. CONSENT CALENDAR

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Please complete a "Request to Speak" form and submit it to the District Clerk. Comments may be limited to three (3) minutes.

- 4.1 Approve the salaries, payroll taxes and retirement contributions for the month of May, 2009 in the amount of \$3,388,320.04.
- 4.2 Approve the demand register for the period May 16, 2009 through June 15, 2009 in the amount of \$927,186.75.
- 4.3 Approve the minutes from the May 27, 2009 regular board meeting including District Counsel's closed session report.
- 4.4 Authorization to execute an agreement for audit services with Maze and Associates for year ending June 30, 2009.
- 4.5 Authorization for approval of Consulting Services for FY 2009/10 between California Advocates, Inc., and the San Ramon Valley Fire Protection District.
- 4.6 Adopt the final budget for the 2009/10 Fiscal Year, and reserves and designations.
- 4.7 Authorization for payment of \$72,294.00 to Intergraph for software maintenance for FY 2009/10.
- 4.8 Authorization for sale and/or disposition of miscellaneous surplus computer equipment.
- 4.9 Authorization to extend temporary part-time employment agreement with Lucas Hirst through June 30, 2010.
- 4.10 Personnel Actions:
 1. Approve staff's recommendation to promote David Stevens from Code Compliance Officer, Step 5 to Deputy Fire Marshal, Step 3, effective July 1, 2009, subject to a 12-month probationary period.

2. Confirmation of Employment (David Hill, Dispatcher). Approve staff's recommendation to hire David Hill at Step 1, effective July 1, 2009, subject to an 18-month probationary period.
3. Approve staff's recommendation to award a merit salary increase to Fire Marshal Jamison, to Step 4, effective June 1, 2009.
4. Approve staff's recommendation to award a merit salary increase to Senior Office Assistant Victor Thibeault, to Step 3, effective June 1, 2009.

5. PUBLIC COMMENT

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq.*) and may be limited to three minutes for any person addressing the Board.

6. SPECIAL ANNOUNCEMENTS/GENERAL BUSINESS

- 6.1 Presentation from Novato Fire Chief Marc Revere and Deputy Fire Chief Eric Nickel.
- 6.2 Certificate of Achievement from Government Finance Officers Association (GFOA) for Excellence in Financial Reporting.
- 6.3 Recognition by Cal-EMA (OES) as a Type II Hazardous Materials Response Team.

7. OLD BUSINESS

- 7.1 Open Public Hearing as set forth in the annual exterior hazard abatement notices mailed between April 8, 2009 and June 9, 2009 stipulating June 23, 2009 at 7:00 p.m. as the date, time and place as provided for the purpose of receiving public comment to show cause why exterior hazard abatement orders should not be enforced.
- 7.2 Discussion and possible approval of contract with Aztec Consultants for Construction Management Services for New Station 36 Annex Building.
- 7.3 Discussion and possible approval of contract with ATI Architects and Engineers for Construction Administration Services for Station 36 Annex Building.

8. NEW BUSINESS

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR MAY, 2009

- 10.1 Operations – Assistant Chief Collins
Incident Report responded to by type, i.e., fire, medical and the response time.
- 10.2 Support Services – Assistant Chief Hart
Support Services Report of monthly activities.
- 10.3 Training – Division Chief Krause
Training Report of monthly activities.

- 10.4 Fire Prevention – Fire Marshal/Division Chief Jamison
Fire Prevention Report of monthly activities.
- 10.5 Administrative Services-Administrative Services Director Leete
 - a. Monthly Finance Reports
 - b. Monthly Human Resources Activities/Reports
 - c. Confirmation of OPEB Trust Document
- 10.6 Fire Chief – Chief Price
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

11. GOOD OF THE ORDER

12. CLOSED SESSION

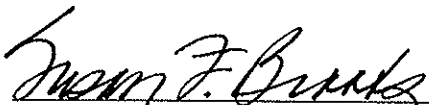
- 12.1 Conference with District Counsel – Potential Litigation
Possible exposure to litigation (two matters)
[Pursuant to Government Code §54956.9(b)(2) and 54954.5(e)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code § 54956(b) (3)(A)]
- 12.2 Conference with Real Property Negotiators
Negotiators: Assistant Chief Steve Hart/Chief Richard Price
Property Locations: APN: 209-240-015 & 209-240-019
[Authorized under Government Code §54956.8 and 54954.5(e).]
- 12.3 Status of labor negotiations between the District and the San Ramon Valley Firefighters Association under the provisions [Authorized under Government Code §54957.6 and 54954.5(e).]

13. RETURN TO OPEN SESSION

14. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)

15. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR TUESDAY JULY 21, 2009, AT 7:00 P.M.

Prepared by:


Susan F. Brooks, District Clerk

Agenda posted on June 18, 2009 at the District's Administration Building and the San Ramon Valley Fire Protection District's website at www.firedepartment.org

The San Ramon Valley Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, including but not limited to American Sign Language interpreters, assistive listening devices, transportation to and from the meeting site or other accommodations, may be requested by calling (925) 838-6661 no later than 72 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 1500 Bollinger Canyon Road, San Ramon, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact District Clerk Sue Brooks at (925) 838-6661.

**CONSENT
ITEMS**

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration

Phone: 925-838-6600
Fax: 925-838-6629
www.srvfire.ca.gov

**1500 Bollinger Canyon Road
San Ramon, California 94583**

Fire Prevention

Phone: 925-838-6680
Fax: 925-838-6609

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Robert Leete, Administrative Services Director
Subject: Audit Services – FY 2008-09

BACKGROUND:

On an annual basis the District contracts with a certified public accounting firm to:

1. Complete an audit of the District's financial records
2. Assist with the preparation of the Comprehensive Annual Financial Report (CAFR)
3. Review "Management Discussion and Analysis" (GASB 34)
4. Review Proposition 111 Appropriations Limit analysis
5. Test program for Single Audit Act compliance

The District has received a proposal from Maze & Associates to perform the required audit services. The audit proposal for the year ending June 30, 2009, is consistent with prior year engagements and appropriations are included in the FY 2009-10 budget.

RECOMMENDED BOARD ACTION:

Authorize the Administrative Services Director to execute an agreement with Maze and Associates for audit services for the year ending June 30, 2009, in the amount of \$33,307, in accordance with the enclosed engagement letter dated May 14, 2009.

Enc.

MAZE & ASSOCIATES

ACCOUNTANCY CORPORATION
3478 Buskirk Ave. - Suite 215
Pleasant Hill, California 94523
(925) 930-0902 • FAX (925) 930-0135
maze@mazeassociates.com
www.mazeassociates.com

May 14, 2009

Robert Leete, Administrative Services Director
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, CA 94583

Dear Robert:

We are pleased to confirm our understanding of the services we are to provide for the San Ramon Valley Fire Protection District for the year ended June 30, 2009. The services we have been engaged to provide are outlined below, but we are also available to provide additional services at your request:

- 1) Audit of the District's Basic Financial Statements.
- 2) Assistance with the preparation of the Comprehensive Annual Financial Report (CAFR).
- 3) Review of Management's Discussion & Analysis and preparation of additional statements required by Governmental Accounting Standards Board no. 34, *Basic Financial Statements -- and Management's Discussion and Analysis -- for State and Local Governments*.
- 4) Perform procedures and issue agreed upon procedures opinion to comply with Proposition 111 Appropriation Limit increment requirements.
- 5) Testing one program for compliance with the Single Audit Act and applicable laws and regulations and issuance of our report thereon.
- 6) Provide PDF document suitable for website presentation for the CAFR.

Audit Objective

The objective of our audit is to express opinions as to whether your financial statements are fairly presented in all material respects in conformity with generally accepted accounting principles in the United States of America and to provide limited assurance on accompanying supplemental information. Other information accompanying will not be audited by us and we will express no opinion on it. The objective also includes reporting on:

- Internal controls related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal controls related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended for the information and use of the Board or their appointed committee, management, specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audit will be conducted in accordance with generally accepted auditing standards in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provision of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with Circular A-133 and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinion on the financial statements or the Single Audit compliance opinions are other than unqualified, we will fully discuss the reasons with District management in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will prepare a draft of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, the schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; for the fair presentation in the financial statements of financial position of the District's various activities, major funds, and the aggregate remaining fund information and changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles; and for federal award program compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making all financial records and related information available to us, including any significant vendor relationships in which the vendor has the responsibility for program compliance and for the accuracy and completeness of that information. We understand that the District will provide us with the Closing Checklist information required for our audit and that the District is responsible for the accuracy and completeness of that information. Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud or illegal acts could have a material effect on the financial statements. The District is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud or illegal acts affecting it received in communications from employees, former employees, grantors, regulators, or others. In addition, the District is responsible for identifying and ensuring that it complies with applicable laws and regulations. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings must be made available for our review.

Management is responsible for establishment and maintenance of a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous audits or other engagements or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Also, we will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of abuse is subjective, *Governmental Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, immaterial illegal acts, or violations of laws, or governmental regulations that do not have a direct and material effect on the financial statements or major programs. We will advise the District of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the District of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of physical existence of inventories, and direct confirmation of cash, investments and certain other assets and liabilities by correspondence with selected customers, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill the District for responding to this inquiry. At the conclusion of our audit we will also require certain written representations from management about the financial statements and related matters.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major program. However, our tests will be less in scope than would be necessary to render an opinion on those controls, and accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and the Board internal control related matters that are required to be communicated under professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the District has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and the applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each major program. The purpose of those procedures will be to express an opinion on the District's compliance with requirements applicable to major programs in our report on compliance issued pursuant to OMB Circular A-133.

Agreed-Upon Procedures

Our services to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described in the report either for the purpose for which the report had been requested or for any other purpose. If, for any reason, we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report as a result of this engagement. Because agreed-upon procedures do not constitute an examination, we will not express an opinion. In addition, we have no obligation to perform any procedures beyond those agreed to.

Audit Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

At the conclusion of the engagement, we will complete the appropriate sections and sign the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and a corrective action plan) along with the Data Collection Form to the designated federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed in advance by the cognizant or oversight agency for audits. At the conclusion of the engagement, we will provide information to management as to where the reporting packages should be submitted.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

The audit documentation for this engagement is our property and constitutes confidential information. However, pursuant to Authority given by law or regulation, we may be requested to make certain audit documentation available to a federal agency providing oversight of direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Maze & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. We will retain audit documentation for seven years pursuant to state regulations.

We expect to begin our audit in May, 2009 and to issue our reports no later than November, 2009. The name of the engagement partner is Katherine Yuen who is responsible for supervising the engagement and signing the report.

Our fees for these services are billed based on our contract with the District. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if the District's account becomes thirty days or more overdue and may not be resumed until the District's account is paid in full.

These fees are based on anticipated cooperation from District personnel, the completion of schedules and data requested on our Checklists, and the assumption that there will be no unexpected increases in work scope, such as new Single Audit Act programs, new debt issues, etc., or delays which are beyond our control, as discussed on the Fees Attachment to this letter. If significant additional time is necessary, we will discuss it with District management and arrive at a new fee before we incur any additional costs.

We understand you will provide us with basic workspace sufficient to accommodate the audit team assigned to your audit. We understand the basic workspace will be equipped with a telephone and direct Internet access, preferably a temporary network outside of your network, a public IP address and a wired connection. We understand you will also provide us with access to a fax machine and read only access to your general ledger system.

Government Auditing Standards require that we provide the District with a copy of our most recent quality control review report and letter of comment. Our most recent peer review report, the letter of comment and our responses accompany this letter.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return the entire copy to us.



Maze & Associates

RESPONSE:

This letter correctly sets forth the understanding of the District.

By: _____

Title: _____

Date: _____

**San Ramon Valley Fire Protection District Engagement Letter
Fees Attachment**

Our fees for these services are firm fixed fees which will be billed monthly. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audits. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes thirty days or more overdue and may not be resumed until your account is paid in full.

Our fees for the work described in the attached engagement letter will be as follows, unless they are adjusted for one or more of the items below:

Service	Fees
Basic Financial Statements	\$20,730
Assistance with the preparation of the CAFR	2,890
GASB 34 requirements	2,055
Gann Limit Agreed Upon Procedures	1,115
Single Audit (one program)	5,745
PDF Documents	<u>772</u>
Total	<u>\$33,307</u>

2009 Fees – Our recurring fees have been adjusted only for the change in the services component of the Bay Area Cost of Living Index for the San Francisco Bay Area of 3.0%.

Additional Services - The above fees are for audit and assurance services described in the accompanying engagement letter. They do not include fees for assisting with closing the books nor providing other accounting services. Should the District require assistance beyond audit services we will provide a cost estimate before proceeding.

Report Finalization - Our fee is based on our understanding that all information and materials necessary to finalize all our reports will be provided to us before we complete our year-end fieldwork in your offices. In the case of CAFRs, this includes all the materials and information required to print the CAFR. As in the past, we will provide final drafts of all our reports before we leave your offices. We will schedule a Final Changes Meeting with you for a date no more than two weeks after we complete our fieldwork. At that meeting, we will finalize all reports for printing. After that date, report changes you make and changes required because information was not received timely will be billed at our normal hourly rates.

Post-Closing Client Adjusting Entries - The first step in our year-end audit is the preparation of financial statement drafts from your final closing trial balance. That means any entries you make after handing us your closing trial balance must be handled as audit adjustments, or in extreme cases, by re-inputting the entire trial balance, even if the amounts are immaterial. If you make such entries and the amounts are in fact immaterial, we will bill you for the costs of the adjustments or re-input at our normal hourly rates.

Recurring Audit Adjustments - Each year we include the prior year's adjusting entries as new steps in our Closing Checklist, so that you can incorporate these entries in your closing. If we are required to continue to make these same adjustments as part of this year's audit, we will bill for this service at our normal hourly rates.

CAFR Printing - As a convenience, we can send your CAFR to a printer we use locally. We do not charge for delivering camera-ready print masters to any printer of your choice and delivering the CAFRs or BFS to you. However, we will bill you for any additional time spent on the CAFR printing at our normal hourly rates. This includes changes after the report goes to the printer, obtaining, reviewing and / or delivering printer's proofs, etc.

We can also help with CAFR design, including covers, tabs, dividers, color choices, bindings, organization charts, maps, etc. We will estimate these costs for you before proceeding.

Single Audit Act - Additional programs will each cost \$5,745 in 2009, unless there are other factors which add to that program's cost; in that case, we will provide a cost estimate before proceeding.

Grant Programs Requiring Separate Audit - Grant programs requiring separate audits represent a significant increase in work scope, and fees for these audits vary based on the grant requirements. If you wish us to determine and identify which programs are subject to audit, we will bill you for that time at our normal hourly rates.

Changes in District Personnel - Our experience is that changes and /or reductions in Finance Department staff can have a pronounced impact on costs of performing the audit. If such changes occur, we will meet with you to assess their impact and arrive at a new fee before we begin the next phase of our work. However, we reserve the right to revisit this subject at the conclusion of the audit, based on your actual performance and our actual costs.

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
Phone: 925-838-6600
Fax: 925-838-6629
www.srvfire.ca.gov

1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention
Inspections: 925-838-6680
Phone: 925-838-6600
Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Richard Price – Fire Chief
Subject: Consulting Services Agreement-California Advocates, Inc.

Background:

The District's FY 2009-10 agreement for State legislative consultant services with California Advocates, Inc., is due for renewal. If approved, the terms and conditions of the consulting services agreement remain unchanged. A copy of the proposed agreement is attached for your information.

Recommended Action:

Staff recommends that the FY 2009-10 consulting services agreement between California Advocates, Inc., and the San Ramon Valley Fire Protection District be approved.

Attachment

CONSULTING SERVICES AGREEMENT

This Agreement is entered into by and between California Advocates, Inc., hereinafter called "Legislative Consultant," and San Ramon Valley Fire Protection District, hereinafter called "SRVFPD."

Terms and Conditions

1. Timing of Employment of Legislative Consultant

SRVFPD agrees to engage Legislative Consultant on a nonexclusive basis and Legislative Consultant hereby agrees to undertake and has undertaken to perform certain consultant services from July 1, 2009 and ending June 30, 2010. Legislative Consultant is retained under this Agreement by SRVFPD as an independent contractor. Legislative Consultant and its employees are not employees of SRVFPD.

2. Scope of Services

Legislative Consultant shall perform such legislative services as may be required and directed by SRVFPD. These legislative services shall include, but shall not be limited to, the following:

- a. Legislative Advocacy – Participate as legislative advocate in budget related matters affecting SRVFPD including both formal budget hearings (includes both Budget Subcommittees, Budget Committees, and Conference Committee on the Budget) and coordinate activity with relevant like-minded associations;
- b. Contact Legislators – Assist the SRVFPD in evaluating its political assets and establish contact with legislators that represent the SRVFPD service area;
- c. Analyze Budget Proposals – Assist the SRVFPD in an analysis of various local government financing budget proposals affecting SRVFPD;
- d. Timely Notification – Timely inform designated representatives of SRVFPD on the status of various budget proposals affecting SRVFPD;
- e. Prepare Reports – Timely prepare and submit written reports on the budget proposals affecting SRVFPD, as requested; and
- f. Prevent Erosion of Tax Base – Undertake other tasks necessary to develop a legislative strategy intended to prevent a decrease in the SRVFPD tax base.

- g. Non-Budget Legislation – assist the SRVFPD administration in evaluating legislation which might affect the organization and administration of the SRVFPD beyond the scope of budget deliberations.

Legislative Consultant shall not speak for or represent SRVFPD in any specific matter without the prior approval of SRVFPD.

3. Compensation

- a. \$4,000 Per Month – SRVFPD agrees to pay Legislative Consultant for its services at the rate of \$4,000 per month for the period between July 1, 2009 – June 30, 2010.
- b. Expense Reimbursement – SRVFPD shall reimburse Legislative Consultant for all customary and reasonable out-of-pocket expenses incurred on behalf of SRVFPD. However, in no event shall the expenses, exclusive of quarterly CPA fees paid in connection with required Fair Political Practices Commission filings, for any calendar month exceed One Hundred Fifty Five Dollars (\$155) unless SRVFPD has granted prior approval.
- c. Monthly Payment – Payments shall be made monthly upon receipt by SRVFPD of a requisition for payment from Legislative Consultant specifying services performed.
- d. No Payments To Politicians – Legislative Consultant shall not expend any funds on behalf of or in the name of SRVFPD in support of any political party or any candidate for political office. Compensation is limited to the cost of services actually rendered and specifically does not include political contributions of any type whatsoever.

4. Miscellaneous Provisions

- a. No Conflicts Of Interest – Legislative Consultant covenants that it presently has no interest, and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of services required under this Agreement. Legislative Consultant shall from time to time keep SRVFPD informed as to other persons and/or organizations that it represents in legislative matters.
- b. No Assigning – Legislative Consultant shall not assign or transfer any interest in this Agreement without the prior written consent of SRVFPD.
- c. No Discrimination – The Legislative Consultant represents that it does not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Legislative Consultant

also represents that it takes such affirmative action to ensure that applicants for employment and employees are treated during employment without regard to their race, color, religion, sex, or national origin. The Legislative Consultant also represents that this includes but is not limited to the following: employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

- d. Termination – This Agreement may be terminated by either party upon thirty (30) days written notice of termination. If SRVFPD terminates this Agreement, in no event shall SRVFPD be required to pay anything more than its pro-rata share for services already performed.
- e. Notices – Any and all notices required or permitted by this Agreement shall be sent to the following:

If to SRVFPD:

Fire Chief
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, CA 94583

If to Legislative Consultant:

Ralph Simoni, Esq.
925 L Street
Suite 1250
Sacramento, California 95814

- f. Independent Contractor – It is understood and agreed that Legislative Consultant is an independent contractor, and not an employee of SRVFPD, and all persons working for or under the direction of Legislative Consultant are Legislative Consultant’s agents, servants, and employees and said persons shall not be deemed agents, servants, or employees of SRVFPD.
 - g. Licenses – Legislative Consultant represents and warrants to SRVFPD that it has or will make all necessary filings with state and local agencies as may be required of Legislative Consultants.
5. Hold Harmless – Legislative Consultant shall defend, indemnify and hold SRVFPD, its elected officials, officers, employees, agents and assigns harmless from any liability for damage or claims of same, including but not limited to personal injury, property damage, and death, which may arise from Legislative Consultant’s or Legislative Consultant’s agents, servants, employees and assigns

actions pursuant to this Agreement. SRVFPD shall cooperate reasonably in the defense of any action and Legislative Consultant shall employ competent counsel reasonably acceptable to Legislative Consultant counsel.

IN WITNESS WHEREOF, the parties by their authorized agents have caused this Agreement to be executed as of the date first written above:

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

By: _____
Nick Dickson, Board President

Dated: _____

CALIFORNIA ADVOCATES, INC.

By: _____

Dated: _____

Address: _____

Telephone Number: _____

SS/Federal Tax ID Number: _____

**SPECIAL ANNOUNCEMENTS/
PRESENTATIONS/
GENERAL BUSINESS**

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration

Phone: 925-838-6600
Fax: 925-838-6629
www.srvfire.ca.gov

1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention

Phone: 925-838-6680
Fax: 925-838-6609

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Robert Leete, Administrative Services Director
Subject: GFOA CAFR Award

Background:

On an annual basis the District prepares financial statements as required by law. In addition to the financial statements, the District prepares a Comprehensive Annual Financial Report (CAFR) that more completely describes the operations and financial status of the District. Staff has submitted the District's CAFR for the year ending June 30, 2008, to the Governmental Finance Officers Association of the United States and Canada for consideration of a "Certificate of Achievement for Excellence in Financial Reporting." The District's CAFR has been reviewed by GFOA and recognized as worthy of the certificate of achievement.

Recommended Board Action:

Staff recommends that the Board accept the GFOA Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ending June 30, 2008.

OLD BUSINESS

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
Phone: 925-838-6600
Fax: 925-838-6629
www.srvfpd.dst.ca.us

1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention
Phone: 925-838-6680
Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Steven J. Hart, Assistant Fire Chief, Support Services
Subject: Approval of contract with Aztec Consultants for Construction Management Services for New Station 36 Annex Building (\$129,600)

Background:

District staff requested and on June 3, 2009 received a proposal from Aztec Consultants for Construction Management services for the Station 36 Annex Building.

This phase of the project will include construction management services consisting of jobsite management of 24 hours per week, review of certified payroll from contractor, coordination with architect firm and contractor for Request for Information (RFI's) and change orders. Also included is scheduling of meetings with the selected general contractor, testing lab, inspection arrangements, final reports and close out of the project. This project is expected to be completed in 6 months.

Recommended Board Action:

District staff recommends entering into this contract with Aztec Consultants for construction management services.

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
Phone: 925-838-6600
Fax: 925-838-6629
www.srvfpd.dst.ca.us

1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention
Phone: 925-838-6680
Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Steven J. Hart, Assistant Fire Chief, Support Services
Subject: Approval of contract with ATI Architects and Engineers for Construction Administration Services for Station 36 Annex Building (\$87,990)

Background:

District staff requested and on June 3, 2009, received a proposal from ATI Architects and Engineers to provide services for Construction Administration services for the Fire Station 36 Annex Building.

This phase of the project will include attendance at the construction commencement meeting, reviewing submittals and providing written comments, monitoring changes, and site visits. ATI representatives will conduct on-site visits periodically throughout the project and provide written field reports to the District. Also included in ATI's scope of service is a final assessment "punch-list" and close out inspection when all items are completed.

Recommended Board Action:

District staff recommends entering into this contract with ATI.

CORRESPONDENCE



National Register of Historic Places
California Point of Historical Interest
Danville Heritage Resource

Museum of the San Ramon Valley

P.O. Box 39
Danville, California 94526
Tel: 925 837.3750
Fax: 925 552.9693
Email: svmuseum@sbcglobal.net
www.museumsv.org

1209090912

June 10, 2009

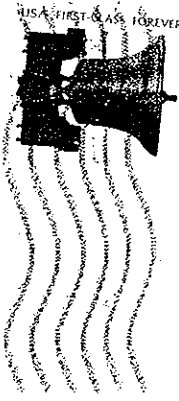
Richard Price
Chief
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, CA 94583

Dear Chief Price:

The Museum of the San Ramon Valley thanks you for participating in our 10th Anniversary Celebration on Sunday, June 7th. We appreciated the presence of your three fire trucks and the fire fighters who staffed them. All the kids big and small had a great time checking out the equipment and interacting with the fire fighters. We also value the contribution of Steve Hart who has enabled us to move our 1910 buggy at Tassajara One Room School on several occasions. He and his staff have bent over backwards to help us which was great. Please share our appreciation with all the staff. The Museum looks forward to many more years of service in the San Ramon Valley.

Sincerely,

Jerry E. Warren
Steering Committee Chair



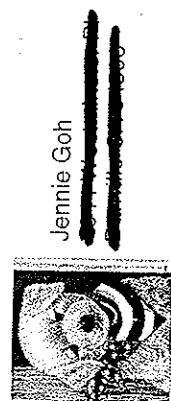
OAKLAND CA 94612
10 JUN 2009 PM 5 T

San Ramon Valley Fire Protection Dist.
1500 BOLLINGER CANYON RD.,
SAN RAMON, CA 94583

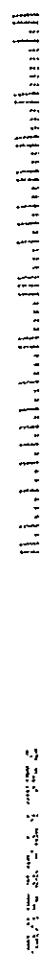
Recently our emergency personnel responded to assist you in a time of need. On behalf of our organization, I hope that you are doing well and that you found our employees to be professional and compassionate. If I can be of any assistance to you please do not hesitate to contact me.

Sincerely,

Richard Price, Fire Chief
San Ramon Valley Fire Protection District
rprice@srvfire.ca.gov
(925) 838-6600



Rec'd # 20/ck





Contra Costa County
1300 Alberta Way
Concord, CA 94521-3705

June 3, 2009

08 JUN '09 08:27
2250 W. 11th St.

Fire Chief Richard Price
San Ramon Valley Fire Department
1500 Bollinger Canyon Road
San Ramon, CA 94583

Dear Chief Price,

On behalf of the American Red Cross and the participating volunteers at the recent San Ramon WindFest, I'd like to express appreciation for the assistance of your staff in helping the Red Cross at the event. Particularly Debbie Vanick and Joyce Castro went out of their way to allow us to share space as a combined presentation and to transport and store our informational materials. They were of great help to the Red Cross volunteers and we believe the effort was well received by the community and an excellent service in attempting to better prepare our citizens for an emergency.

The outstanding partnership effort between San Ramon Valley Fire and the American Red Cross on a day-to-day basis is exemplary. We appreciate your efforts and look forward to continuing this fruitful relationship.

Sincerely,

A handwritten signature in cursive script that reads "Carole Crawford".

Carole Crawford
Disaster Manager
(925) 603-7414



Daniel Borenstein: Public employee pension data must be open

By Daniel Borenstein
Staff columnist

Posted: 06/03/2009 11:31:45 AM PDT

Updated: 06/03/2009 11:31:45 AM PDT
DONNA IRWIN doesn't want us to know how much her public employee pension is.

The former captain who worked in the Contra Costa Sheriff's Office for 37 years before retiring in 1992 with a base salary of about \$68,000 a year now receives a pension of more than \$100,000 annually. The question is, how much more? She doesn't want the retirement association to tell us and she's gone to court to try to block disclosure.

The challenge pits her claims of privacy against the public's right to know how its money is being spent. The case, thought to be the first of its kind in the state, threatens to seal information critical to understanding how public employee pension systems work at a time when taxpayer costs are soaring and experts are warning that the system is financially unsustainable.

Many readers have called or written in the past couple of months outraged after reading my reports on pension spiking. In past columns, I explained how Craig Bowen, the retired chief of the San Ramon Valley Fire Protection District, had converted his \$221,000 annual salary into a yearly pension starting at \$284,000. And how Peter Nowicki, the chief of the Moraga Orinda Fire District, converted a \$185,000 annual salary into a \$241,000 yearly pension.

The reports were possible because I was able to obtain records from the Contra Costa County Employees' Retirement Association that documented the pension amounts and the underlying calculations. As a result, I was able to detail not only the exorbitant payments but also the methods used to obtain them.

The retirement association released the information to me because of a 2007 state Supreme Court ruling in a case filed by the Contra Costa Times. In that ruling, the high court rejected a claim by current Oakland workers that disclosure of their names and salaries was an unwarranted invasion of privacy.

"Counterbalancing any cognizable interest that public employees may have in avoiding disclosure of their salaries is the strong public interest in knowing how the government spends its money," wrote Chief Justice Ronald George. "... (P)ublic access makes it possible for members of the public 'to expose corruption, incompetence, inefficiency, prejudice and favoritism.'"

In the case of the two fire districts, my recent columns have prompted community anger that has led the respective fire boards to review their compensation and pension rules. The retirement association's open-records policy, which was drafted to comply with the Supreme Court ruling, made that possible.

Meanwhile, a taxpayer group, the California Foundation for Fiscal Responsibility, this year sought the list of all Contra Costa association retirees drawing pensions of more than \$100,000 a year. Similar requests to the mammoth California Public Employees' Retirement System and the parallel systems for teachers and judges, have been honored. But some counties have balked. In Contra Costa's case, the retirement association planned to cooperate. But, before releasing the information, the

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association sent notice to roughly 450 people whose pensions exceeded the \$100,000 threshold warning them that the records would soon be turned over.

Irwin was one of the affected pensioners. She went to court last month seeking a restraining order. The case is expected to be heard July 2. Disclosure of the information, Irwin argues, would cause her "irreparable injury in that my name released in conjunction with my monthly pension benefits would place my safety at risk and my privacy rights will be jeopardized."

It's almost exactly the same argument the Supreme Court rejected when it ruled in favor of release of salaries of active employees. Irwin is now asking the Superior Court to distinguish between release of information on current workers and those who have retired.

It's a flawed argument. The taxpayer burden does not end with retirement. When Bowen and Nowicki spiked their pensions they drove up the liability for the retirement system, a cost that will eventually be passed on to taxpayers. Thus, the public has a right — indeed, a compelling reason — to know what retirees are being paid and how those amounts were calculated.

Irwin says she would not object to release of the pension information if no names were used. That, however, would make it impossible to research cases like Bowen and Nowicki. I learned about them from other sources. But, because I could identify them by name, I could seek their specific records from the retirement association. That would not have been possible if the released records were all anonymous, as Irwin proposes.

Moreover, it's important that the public knows who is taking advantage of the system. Bowen and

Nowicki, for example, were in positions of authority in which they played key roles on salary and benefit negotiations — bargaining from which they also benefitted. The public has a right to that information, and can only make the connection if the names are made public. Government employees should not expect to hide behind anonymity.

"(W)e recognize," wrote Chief Justice George in the 2007 ruling, "that many individuals, including public employees, may be uncomfortable with the prospect of others knowing their salary and that many of these individuals would share that information only on a selective basis, even within the workplace."

"... Nonetheless, in light of the strong public policy supporting transparency in government, an individual's expectation of privacy in a salary earned in public employment is significantly less than the privacy expectation regarding income earned in the private sector."

The same principle should apply to retirees drawing taxpayer-financed pensions.

Borenstein is a staff columnist and editorial writer. Reach him at 925-943-8248 or dborenstein@bayareanewsgroup.com.

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Still have some aches and
pains and mental images
... thank God for the
immediate attention
of your wonderful crew
and the Highway Patrol.

Sincerely, Thank You!

Julia Cameron

Dear Chief Price and all
Emergency Responders!

Praises to your Emergency
Crew - indeed, they were
most professional, attentive
and compassionate - it was
most impressive!

It was very scary for me ...
to instantly see a stalled car
in front of us ... and a
blessing that all survived!

----- Original Message -----

From: Gorton, Joe <jgorton@sanramon.ca.gov>
To: Price, Richard
Cc: Holder, Scott <sholder@sanramon.ca.gov>
Sent: Sat May 30 11:17:38 2009
Subject: Hazmat Incident on Friday

Hi Rich,

I wanted to take this opportunity to commend your staff for the outstanding work they did with the tanker spill on Alcosta Blvd. As you know this incident grew very rapidly into a multi-jurisdictional problem. Agencies from both Counties and the State quickly became involved. We set up a Joint Unified Command Post and I deferred the lead to Battalion Chief Jack Barton. While I cannot name each of your personnel involved due to the magnitude of the incident, I would like to particularly recognize the actions and efforts of BC Barton and PIO Kim French.

BC Barton had to contend with a deluge of information coming from over ten agencies at once. He had to coordinate with his hazmat team and AC Fire hazmat all while managing the Command Post, which was quickly being inundated with other agencies that had an interest in the incident in one way or another. BC Barton handled the situation like a true pro. He was calm, level headed and made deliberate well-thought out decisions the entire day. He managed to gain collaboration between the numerous agencies present keep everyone focused on a successful resolution of the incident. I cannot emphasize enough the challenge of managing this scene, due to the magnitude of agencies involved. You should be proud to be able to put a man like BC Barton on a chaotic scene like this.

Early on in the incident PIO French arrived and took on the role as the lead PIO. She quickly became overwhelmed due to the numerous media outlets present. She recognized the need for assistance and was able to obtain addition PIO assistance to help her manage that aspect of the incident. Unfortunately all three San Ramon Police PIO's were out of town for various reasons and our default PIO is our patrol sergeant who was tied up on operational issues, so we were not able to contribute to the PIO effort. Kim was able to effectively glean pertinent information from the Incident Command without disrupting the operational process and get it to the media in a timely manner. Kim ensured the information was cleared by the IC and made numerous on-camera interviews. The dissemination of information and coordination with the media was extremely professional and it is all due to Kim's involvement.

If BC Barton and PIO Kim French are a reflection of the quality of employee you have at the San Ramon Valley Fire Protection District, the citizens of this community should feel safe and confident if a SRVF truck shows up things will be handled right. I would be proud to serve with them anytime, anywhere and anyplace.

Respectfully,

Captain Joe Gorton
San Ramon Police Department.

OPERATIONS

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
Phone: 925-838-6600
Fax: 925-838-6629
www.srvfire.ca.gov

1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention
Inspections: 925-838-6680
Phone: 925-838-6600
Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Bryan Collins – Assistant Chief, Operations
Subject: Monthly Activity Report

Attached is the Operations/Incident report for the month of May, 2009.

Response Time Report - Incident Summary by Incident Type

Date Range: 05/01/2009 to 05/31/2009

Incident Type	# of Incidents	# of Responses	# Responses Used	Avg Response Time	Total Loss	Total Value
Fire	18	89	14	6:05	\$3,300,000.00	\$29,075,000.00
Rupture/Explosion	1	1	1	4:36		
EMS/Rescue	434	829	354	5:04		
Hazardous Condition	12	37	4	7:43		
Service Call	59	91	13	4:26		
Good Intent	46	100	7	5:11		
False Call	52	71	23	5:29		
Totals	622	1218	416		\$3,300,000.00	\$29,075,000.00

Note: 416 responses from 622 total incidents were used in determining this response time summary. This report does not include the following: mutual aid given, auto aid given, other aid given, cancelled en route, non-emergency responses, responses outside the urban limit line and incomplete incident reports.

SUPPORT SERVICES

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
Phone: 925-838-6600
Fax: 925-838-6629
www.srvfire.ca.gov

1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention
Inspections: 925-838-6680
Phone: 925-838-6600
Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Steven J. Hart – Assistant Chief Support Services
Subject: Monthly Activity Report

Attached is the Support Services report for the month of May, 2009.

Support Services
May, 2009

Facilities

1. Station 36: Annex Building. Bid Process Posted May 27.
2. Station 32: Schematic Design and Entitlement in Development.
3. 2100 Stone Valley Rd: Asbestos survey conducted.
4. Station 31/Dispatch: Exit Door Project Completed

Fleet

1. Routine maintenance and repairs in progress.
2. Conducting for Annual Pump Testing.
3. Annual Engine / Truck Services in Progress.
4. Completed annual smog certificate requirement.
5. Modular Ambulances Project – Bid awarded May 27, 2009.
6. Public Surplus – Argo & Trailer Sold May 8.

Current Projects

1. Coordinated bids for various budgeted projects.
2. Working through Fiscal Year 08/09 budgeted projects.
3. Continuing to work with EBMUD on coordination of fire hydrant service.
4. Preparing for Dispatcher and Communications Center Manager appointment.
5. Preparing for FY 09/10.
6. Communications Center Office Remodel Project in progress
7. Public Surplus – Items from Former Station 36 sold.
8. Quarterly Maintenance performed on Station overhead doors.

**TRAINING
DIVISION**

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
Phone: 925-838-6600
Fax: 925-838-6629
www.srvfire.ca.gov

1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention
Inspections: 925-838-6680
Phone: 925-838-6600
Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Derek Krause – Division Chief Training
Subject: Monthly Activity Report

Attached is the Training Division report for the month of May, 2009.

**Training Division
May, 2009**

SAFETY

Safety Committee Meeting	May 5
AAR (Countrybrook Apts.)	May 19

LEADERSHIP

Officer Development Training	May 1, 5, 8, 22, 29
Leadership L381	May 11-15
Quarterly Officers Meeting	May 18, 20, 22

ADMINISTRATIVE/COMPUTER

Target Incident Planning System	ongoing
Standards of Cover Exercise	May 28

EMS TRAINING

EMS Module II-09 Neuro Emerg. & Street Drugs	May 6, 13
Public CPR	May 30

INTERAGENCY TRAINING

County Chief's Meeting	May 13
County Training Officers Meeting	May 6

SUPPRESSION TRAINING

FF II-09 Wildland RT-130/Strategy and Tactics	May 28
Night Drills	May 8, 9, 14, 16, 23
Tiller Truck Training (TDA)	ongoing
Engineer Academy	May 1 (from prior week)
Mount Diablo Module MD 33/35	May 11
Company Performance Standards	May 10, 26, 29
Trench Rescue Training	May 23

SPECIAL OPERATIONS TRAINING

CA Task Force-4 Drill	May 15
Hazmat CRHMRO/PMAO Meeting	May 27
SOHM HAZCAT	May 2, 6, 16
SOHM I-09 Argo Training	May 2, 6, 16, 26
SORD II-09 Low Angle Rope Rescue	May 18

VOLUNTEER TRAINING

Reserve Firefighter Drills	May 6, 12, 26
Station 37 Volunteer Drills	May 6, 20
Communications Reserves Meeting	May 5, 19
Nor Cal Communications Rodeo	May 27

**FIRE PREVENTION
DIVISION**

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
Phone: 925-838-6600
Fax: 925-838-6629
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1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention
Inspections: 925-838-6680
Phone: 925-838-6600
Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Christina Jamison – Fire Marshal
Subject: Monthly Activity Report

Attached are the Fire Prevention Division reports for the month of May, 2009.

Fire Prevention Summary of Monthly Activities

May 2009

What Went Well

May 27, 2009 Fire Prevention Division Staff Meeting

The Fire Prevention Division held a day long staff meeting to develop an action plan which will provide clear and specific strategic projects. At this time, there are 18 projects identified and the process is underway for identifying resource needs, team members and timeframes to be assigned. This plan will be referred to as the 2009 Excellence Plan and we will provide ongoing updates to the progress.

May 29, 2009, 1045 Hours: Incident #09-3154- Haz Mat Incident Support

A hazardous material incident occurred at San Ramon Valley Boulevard and Alcosta Boulevard as a result of a vehicle accident involving a passenger vehicle and fuel delivery tanker. The tanker released 2500 gallons of unleaded fuel into a storm drain system that traveled to San Ramon Creek in Dublin. PIO French, responded to the incident as the Information Officer. In addition, Inspector Kurtz, Officer Wendel and Officer Stevens provided support in the Information, Plans and Logistics functions.

Fourth of July- Planning

Fire Prevention staff have been working on Fourth of July community events. This project includes community outreach for encouraging the attendance of public fireworks displays and communicating the dangers and penalties of possession or use of illegal fireworks.

Residential Care Facilities for the Elderly

Fire Code Compliance Officer Vanek is participating on an Ad-Hoc committee for the State Fire Marshal developing code language to require exterior ramps for non ambulatory and bedridden clients in licensed care facilities. This is a critical life safety issue and concern of the fire service that we hope to have resolved quickly.

Fire Investigations

May 13, 2009, 1012 Hours; Incident #09-2836

Investigator Kurtz responded to a third alarm structure fire located at Countrybrook Loop Apartments in San Ramon. Area of origin was on the exterior of the building, within a patio area of one apartment, the cause was determined to be discarded cigarettes. Private investigator for insurance company reconstructed entire area and reported same conclusion.

May 29, 2009, 0431 Hours; Incident #09-3150

Investigator Kurtz responded to a fire alarm structure fire located at 4303 Conejo Dr., Danville. Fire confined to garage; major smoke damage to entire home. Area of origin determined to be inside garage. The garage was converted to living space. Cause is determined to be electrical in nature due to improper use of extension cords and power strips.

Fire Prevention Summary of Monthly Activities

May 2009

May 29, 2009, 13:34 Hours; Incident #09-3160

Fire Code Compliance Officer Evitt reported to Gale Ranch Middle School., San Ramon. A smoke detector was activated in the boy's bathroom of Building B due to a small fire that was intentionally set in the toiler paper roll dispenser. FCCO Evitt met with the school district staff, obtained pictures, took documentation, and worked with San Ramon Police Department to interview possible suspects. Fire Inspector Kurtz is completing the investigation with the school.

Potential Issues

No issues at this time.

Informational Notice

June 16, 2009, Code Compliance Officer David Stevens was promoted to Deputy Fire Marshal. Officer Stevens promotion will be effective July 1, 2009.

District crews responded to a fire alarm at an office building located at 3160 Crow Canyon Place in San Ramon, on Sunday April 19. The first crew gained entry to the building to find that an unattended candle, in the reception area, had spread to other combustible items including a bookcase. This fire created enough heat to activate the buildings fire sprinkler system which contained the fire to the area of origin. The building was unoccupied at the time and the fire was reported to 911 dispatch by the buildings fire monitoring system.

Committee Meetings and Training Attended

- Hardage, Nor Cal FPO Meeting and Fire Code Committee Meeting
- Castro, Nor Cal Public Education Committee
- Vanek, SFM RCFE Ad-Hoc Committee-Exterior Ramps
- French, Diablo Fire Safe Council
- Jamison, California Building Standards Commission
- Kurtz, San Ramon Leadership Training
- All Staff, Commercial Fire Sprinkler Training

Upcoming Public Education Classes and Events Scheduled

Fireworks Display	San Ramon Community Center	July 4th	
4 th of July Parade	Town of Danville	July 4th	
Private Fireworks Display	Blackhawk Community	July 5th	
Auction Dinner at the Firehouse	New Station 36	July 11	
Community Fire Extinguisher Training	Administration Building	July 25	
Personal Emergency Preparedness Training	Administration Building	August 19	

Fire Prevention Summary of Monthly Activities

May 2009

Summary of Activities

Plan reviews

- 125 La Sonoma – SFD AFES – Approved
- 1120 S Wedgewood, #B – AGT – Approved
- 2701 Crow Canyon Rd, #B1 – TI – Approved
- 152 Sunset Dr – TI – Approved
- 222 W El Pintado Rd – TI – Approved
- 6001 Norris Canyon Rd – New Bldg – Approved
- 1500 Bollinger Canyon Rd – TI – Approved
- 103 Sycamore Valley Rd – TI – Approved
- 3400 Crow Canyon Rd – TI – Approved
- 6001 Bollinger Canyon Rd, Bldg D – Battery System – Approved
- 408 Hartz Ave – TI – Approved
- 270 El Pinto – SFD – Approved
- 6001 Bollinger Canyon Rd, Bldg K – Fire Alarm TI – Approved
- 3104 Crow Canyon Rd, #A – TI – Approved
- 1443 Danville Blvd – TI – Approved
- 6001 Bollinger Canyon Rd, Bldg J – TI – Approved
- 2600 Camino Ramon – TI – Approved
- 1505 St. Alphonsus Way – AFES TI – Approved
- 103 Sycamore Valley Rd – Med-gas – Approved
- Morgan Territory Rd – Improvement Plans – Approved
- 3500 Camino Tassajara – EVR Upgrades – Approved
- 25 Meadow Lake Dr – SFD – Approved
- 155 Railroad Ave, #E – AFES TI – Deficient
- 126 London Cir – RCFE – Approved
- 57 Diablo Creek Pl – SFD – Approved
- 155 Railroad Ave #E – AFES TI – Approved
- 3198 Lunada Ln – SFD – Approved
- 3402 Fostoria Way – Fire Alarm – Approved
- 3404 Fostoria Way – Fire Alarm - Approved
- 3406 Fostoria Way – Fire Alarm - Approved
- 3408 Fostoria Way – Fire Alarm - Approved
- 2000 Crow Canyon Pl, #430 – Fire Alarm TI – Approved
- 2000 Crow Canyon Pl, #210 – Fire Alarm TI - Approved
- 152 Sunset Dr – AFES TI – Approved
- 3169 Roundhill Rd – TI – Approved
- Damani Ct – New Bldg – Approved
- 480 Diablo rd – AFES Commercial – Deficient
- 3426 Blackhawk Plaza Cir – Fire Alarm TI – Approved
- 3211 Crow Canyon Pl - #J – TI - Approved

ADMINISTRATIVE SERVICES

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
Phone: 925-838-6600
Fax: 925-838-6629
www.srvfire.ca.gov

1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention
Inspections: 925-838-6680
Phone: 925-838-6600
Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2009
To: Board of Directors
From: Robert Leete – Administrative Services Director
Subject: Monthly Activity Report

Attached are the Administrative Services Department reports for the month of May, 2009.

Administrative Services Department
May, 2009

Finance:

Financials

- Balance Sheet (May 31, 2009)
- Revenue/Expense History
- Statement of Expenditures
- Revenues: Budget v Actual
- Expenses: Budget v Actual
- General Fund Expenditures
- General Fund Revenues
- Capital & Equipment/Vehicle Fund
- Total Overtime
- Staffing/Overtime Analysis

Meetings/Activities:

- Finance Supervisor Starts May 1, 2009
- Budget Workshop Preparation
- Update OPEB Actuarial Valuation

Human Resources:

Employee Illness/Injury Report for May 2009

Reportable Injuries – April 2009:

1. May 10, 2009. A Captain was exposed to poison oak while out on a strike team. No lost time.
2. May 20, 2009. An Engineer felt pain in their back while bending over to pull a patient on a backboard away from a vehicle accident. Lost Time: 48 hours.
3. May 19, 2009. A Firefighter strained their lower back loading gear onto the engine. Lost Time: 19 hours.

Note: As of May 31, 2009, there were six (6) employees absent from their regular work assignment. Lost time related to prior month/year injuries totaled 1465 hours.

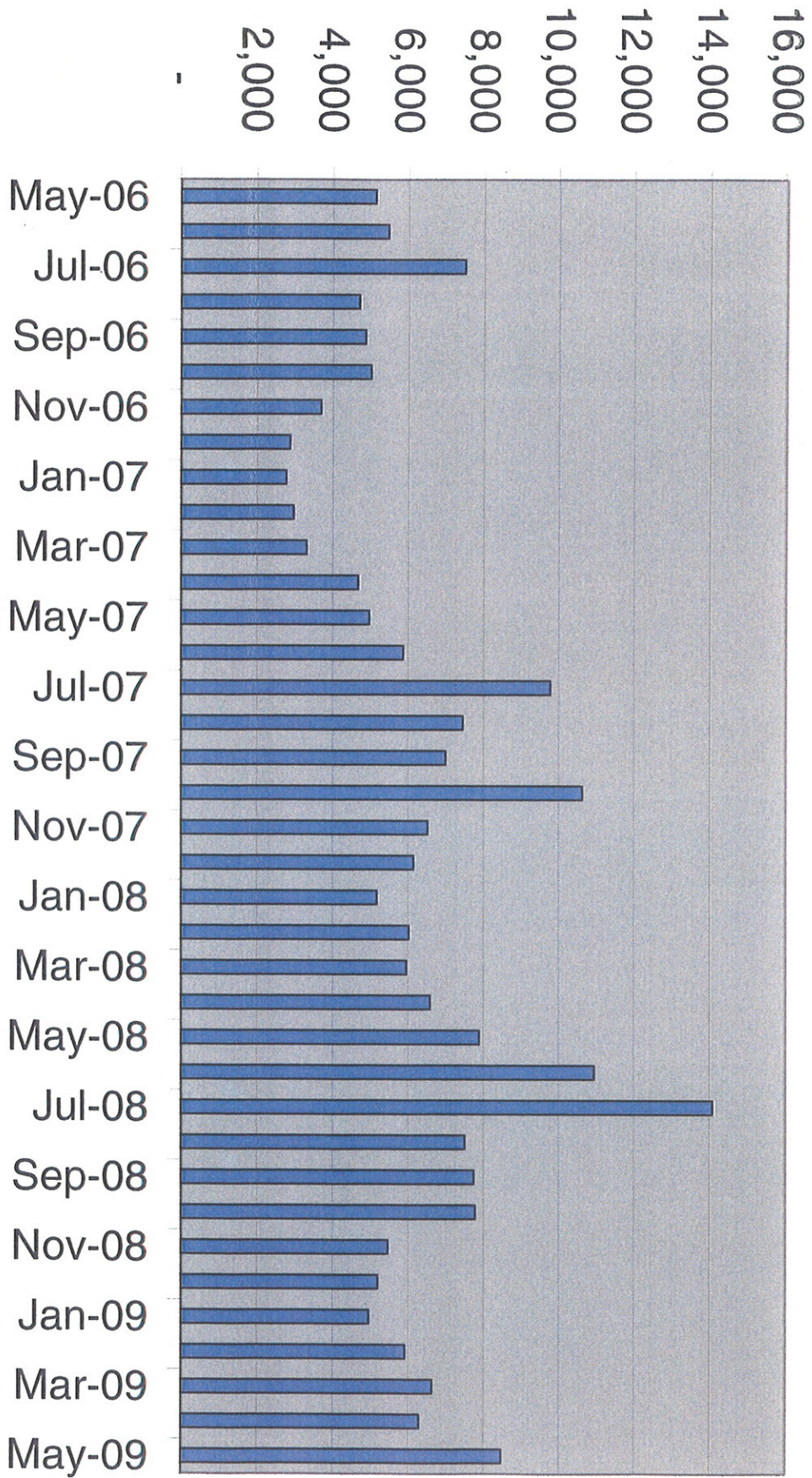
Recruitment/Selection:

- Information Systems Technician (Started Employment 5/1/09)
- Finance Supervisor (Started Employment 5/1/09)
- Communications Center Manager (Second Round Interview Completed 5/15/09)
- Dispatcher (Employment Offers Extended to Two Candidates)
- Temporary Dispatcher Assignments (Applicant Pool Identified)
- Deputy Fire Marshal (Assessment Center 6/2/09)
- Dispatch Supervisor (Preparing Assessment Center Materials)

Meetings/Activities:

- GASB 45/OPEB: Processing implementation with CalPERS

Total Overtime Hours by Month May 2006 - May 2009



May 2009 Staffing/Overtime Analysis

	Staffing OT \$	Staffing OT Hrs	Staffing OT FTE	Paid FTE	Total Effective FTE	See Note 1
ACTUAL MAY RESULTS	\$ 298,113	5,199.25	21.43	130.00	151.43	17.38%
PROJECTED MAY						
HIRING IN PLACE OF OVERTIME	\$ 385,722	5,199.25				
NET SAVINGS						
OVERTIME IN PLACE OF HIRING	\$ 87,610					

Note 1: This figure represents the percentage of time necessary to backfill regularly staffed positions for the month. This amount will routinely include the following components:

- The variance of regular, full-time paid employees either above or below the optimal 129 FTEs based upon the 10% hiring model
- Vacation Leave
- Sick Leave
- Disability Leave
- Various (jury duty, station moves, medic coverage, etc.)

Overtime Assignment Summary Report

5/1/2009 Through 5/31/2009

WORK CODE: 1 STAFFING

ASSIGNMENT		Time Worked	Time Paid
101	HOLD OVER FOR CALL	13.64	16.50
103	MISC. STAFFING COVE	5750.78	5752.00
107	LATE/STA. MOVE COVE	15.60	17.75
199	MID SHIFT RECALL	45.50	45.50
Total All Assignments This Work Type:		5,825.52	5,831.75

WORK CODE: 2 TRAINING

ASSIGNMENT		Time Worked	Time Paid
201	OPERATIONS TRAINING	1262.15	1263.50
202	ADMIN SKILLS TRAINI	19.00	19.00
204	EMS TRNG/INSTRUCTIO	25.50	25.50
209	RESCUE TRAINING	81.00	81.00
210	HAZ-MAT TRAINING	91.08	91.25
214	PARAMEDIC - CONT ED	9.00	9.00
216	EMD/DISPATCH TRAINI	30.25	30.25
Total All Assignments This Work Type:		1,517.98	1,519.50

Overtime Assignment Summary Report

5/1/2009 Through 5/31/2009

WORK CODE: 3

ASSIGNMENTS

ASSIGNMENT		Time Worked	Time Paid
301	MEETINGS/PROJECT DE	152.93	154.00
302	OFC WORK/REPORT WR	2.33	2.50
306	WELLNESS PROGRAM	32.75	32.75
308	STRIKE TEAM/OES ASSI	704.50	704.50
310	MISC. MAINTENANCE	5.50	5.50
315	RECRUITMENT INTERN	15.50	15.50
317	RECRUITMENT EXTER	40.00	40.00
320	PUBLIC EVENTS	36.75	36.75
321	FP REIMBURSED OVER	3.75	3.75
340	PROJECT WORK	38.50	38.50
Total All Assignments This Work Type:		1,032.51	1,033.75

WORK CODE: 7

EMERGENCY

ASSIGNMENT		Time Worked	Time Paid
700	EMERGENCY RECALL	58.86	59.25
Total All Assignments This Work Type:		58.86	59.25
Report Grand Total:		8,434.87	8,444.25

Overtime Summary Report

5/1/2009 Through 5/31/2009

WORK CODE:		Time Paid
1	STAFFING	5,831.75
2	TRAINING	1,519.50
3	ASSIGNMENTS	1,033.75
7	EMERGENCY	59.25
	Report Grand Total:	8,444.25

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
 CAPITAL PROJECTS FUND AND EQUIPMENT/VEHICLES FUND EXPENDITURES
 FISCAL YEAR 2008 - 2009
 JULY 1, 2008 - MAY 31, 2009

FISCAL YEAR COMPLETED - 92%								
DESCRIPTION	GL CODE	2005/2006 ACTUAL	2006/2007 ACTUAL	2007/2008 ACTUAL (AUDITED)	2008/2009 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
DESIGN/CONSTRUCTION	6105/6110	\$930,676	\$243,154	\$3,650,874	\$6,167,154	\$5,142,067	\$1,025,087	83%
VARIOUS IMPROVEMENTS	6120	\$166,007	\$188,794	\$44,994	\$40,000	\$79,114	-\$39,114	198%
TOTAL CAPITAL PROJECTS (FUND 300)		\$1,096,684	\$431,948	\$3,695,868	\$6,207,154	\$5,221,181	\$985,973	84%
OFFICE EQUIP. & FURNISHINGS	6210	\$21,477	\$6,096	\$52,571	\$20,000	\$12,710	\$7,290	64%
MEDICAL/LAB EQUIPMENT	6220	\$75,980	\$91,490	\$148,962	\$0	\$0	\$0	0
RADIO/ELECTRONIC EQUIPMENT	6230	\$132,348	\$87,768	\$0	\$317,500	\$183,729	\$133,771	58%
TELEPHONE EQUIPMENT	6235	\$0	\$0	\$0	\$0	\$0	\$0	0%
TOOLS & SUNDRY EQUIPMENT	6240	\$45,860	\$255,016	\$226,541	\$63,245	\$29,533	\$33,712	47%
AUTO & TRUCKS	6250	\$2,758,273	\$3,296,551	-\$1,129	\$385,000	\$46,305	\$338,695	12%
TOTAL EQUIPMENT/VEHICLES (FUND 600)		\$3,033,958	\$3,736,920	\$426,945	\$785,745	\$272,277	\$513,468	35%
BOND REDEMPTION - 2003 Refunding COP & 2006 COP	5310	\$735,608	\$1,098,808	\$1,329,961	\$1,328,704	\$1,328,704	\$0	100%
VEHICLE LEASE #1	5310	\$75,921	\$75,921	\$75,921	\$0	\$0	\$0	0
VEHICLE LEASE #2	5310	\$329,497	\$329,497	\$329,498	\$329,497	\$329,497	\$0	100%
VEHICLE LEASE #3	5310	\$756,033	\$756,033	\$756,033	\$756,033	\$756,033	\$0	100%
COST OF ISSUANCE (Move budget in June, 2006 to Fund 300)	5910	\$0	\$0	\$0	\$0	\$0	\$0	0%
TOTAL DEBT SERVICE (FUND 200)		\$1,897,059	\$2,260,259	\$2,491,413	\$2,414,234	\$2,414,234	\$0	100%
SERVICES & SUPPLIES	5000	\$0	\$15,329	\$30,641	\$52,850	\$20,036	\$32,814	38%
TOTAL AGENCY FUND (FUND 700)		\$0	\$15,329	\$30,641	\$52,850	\$20,036	\$32,814	38%
TOTAL - CAPITAL, EQUIP, DEBT & AGENCY		\$6,027,701	\$6,444,456	\$6,644,867	\$9,459,983	\$7,927,728	\$1,532,255	83.8%

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
COMBINED BALANCE SHEET OF ALL FUND TYPES AS OF MAY 31, 2009**

	GOVERNMENTAL FUND TYPES					AGENCY		ACCOUNT		GROUPS		Totals (Memo Only)
	General Fund - 100	Debt Service Fund - 200	Capital Projects Fund - 300	Equipment/ Vehicles Fund - 500	CERT PROGRAM Fund - 700	General Fixed Assets Fund - 800	Long-Term Debt Fund - 900	General	Long-Term Debt Fund - 900	General	Long-Term Debt Fund - 900	
ASSETS												
Cash - Union Bank of California	\$ 1,012,291	\$ -	\$ -	\$ -	\$ 34,494	\$ -						\$ 1,046,785
Cash - Union Bank of California-Prem. @ 0.25%	5,544,647											5,544,647
Cash - UBC - Workers' Compensation	(19,745)											(19,745)
Cash - Comerica-Flex Spending	11,789											11,789
Petty Cash	400											400
Investments - LAIF @ 1.91%	36,591,425				2,251							36,593,676
Cash with Fiscal Agent (Note #1)	123,215	1,333,145										1,333,145
Accounts Receivable	-											123,215
Interest Receivable	-			2,058								2,058
Prepaid Expenses/Deposits	1,000											1,000
Land							5,905,802					5,905,802
Buildings & Improvement/Work-in-Progress							20,645,119					20,645,119
Equipment							23,824,218					23,824,218
Accumulated Depreciation							(22,837,717)					(22,837,717)
Amount to be Provided for General												
Long Term Debt												
Total Assets	\$ 43,265,022	\$ 1,333,145	\$ -	\$ 2,058	\$ 36,745	\$ -	\$ 27,537,422	\$ -	\$ -	\$ -	\$ 22,975,885	\$ 95,150,277
LIABILITIES												
Accounts Payable	726											726
Accrued Expenses	3,210,697											3,210,697
Deposits Payable	2,210											2,210
Long Term Debt:												
(1) Certificates of Participation												
(2) Vehicle Lease										16,425,000		16,425,000
Claims Payable	12,148									3,962,434		3,962,434
Compensated Absences										864,993		877,141
Total Liabilities	3,225,781									1,723,458		1,723,458
FUND EQUITY										22,975,885		26,201,666
Investment in General Fixed Assets							27,537,422					27,537,422
Reserved for Debt Service										1,333,145		1,333,145
Designated for Workers' Compensation	1,000,000											1,000,000
Designated for Dry Spell (Cash Flow)												
Designated for Acq./Fac./Const./Equip.												
Designated for Imprvd Bene Implmnt												
Undesignated	39,039,241				36,745							39,075,986
Total Fund Balance	40,039,241				36,745		27,537,422					68,948,611
Total Liabilities and Fund Equity	\$ 43,265,022	\$ 1,333,145	\$ -	\$ 2,058	\$ 36,745	\$ -	\$ 27,537,422	\$ -	\$ -	\$ 22,975,885	\$ -	\$ 95,150,277

Note 1-US Bank Reserve Fund (COP 2003) Market Value \$733,668, Interest Rate 0.001% (Money Market Fund) Reserve Fund (COP 2006) Market Value \$599,431, Interest Rate 0.001% (Money Market Fund)
 Lease Fund (COP 2003) Market Value \$2, Interest Rate 0.000% (Money Market Fund) Lease Fund (COP 2006) Market Value \$44, Interest Rate 0.000% (Money Market Fund)

Investments are in compliance with District policy. There are sufficient funds available to meet the District's next three months' financial obligations.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
REVENUE/EXPENDITURE HISTORY**

Month	2004-05		2005-06		2006-07		2007-08		2008-09	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
July	128,272	3,308,427	198,493	3,700,845	220,615	4,259,268	206,857	4,051,393	409,494	4,731,355
August	186,067	3,218,599	201,004	2,970,815	296,654	3,274,027	309,023	3,934,582	215,934	4,086,942
September	239,239	3,035,980	4,859,809	3,607,619	486,663	3,487,349	561,478	3,731,470	367,546	4,339,978
October	1,468,049	2,906,466	1,558,737	3,202,398	542,471	3,557,605	1,640,500	4,066,860	2,483,697	4,137,431
November	312,171	2,816,970	176,335	3,236,093	1,689,992	3,549,374	312,547	3,648,147	165,281	4,058,659
December	19,426,967	2,788,398	22,459,669	3,290,276	24,981,792	3,622,509	24,595,524	3,757,596	27,327,550	4,162,810
January	2,409,273	3,179,974	180,566	3,069,591	408,114	3,286,521	3,484,808	4,039,456	437,643	4,026,715
February	329,259	2,976,079	190,286	3,464,287	272,420	3,519,689	154,599	4,573,322	234,858	4,284,220
March	551,618	4,511,320	9,890,976	3,173,650	619,867	3,487,574	219,862	4,638,451	358,150	4,551,611
April	14,177,438	2,948,109	16,133,414	3,283,125	18,178,615	3,680,317	18,767,904	3,751,889	19,725,844	4,110,947
May	279,527	3,364,129	399,640	3,379,036	232,490	3,457,733	197,558	4,210,272	315,047	3,773,572
June	3,663,008	3,029,985	4,152,484	3,589,770	5,437,965	3,697,713	3,677,543	4,615,870		

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
GENERAL FUND EXPENDITURES
FISCAL YEAR 2008/2009
JULY 1, 2008 - MAY 31, 2009**

FISCAL YEAR COMPLETED - 92%								
DESCRIPTION	GL CODE	2005-2006 ACTUALS	2006-2007 ACTUALS	2007-2008 ACTUAL(audited)	2008-2009 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
PERMANENT SALARIES	5110	\$18,472,525	\$19,566,915	\$20,695,453	\$21,736,249	\$20,105,583	\$1,630,666	92.50%
TEMPORARY SALARIES	5115	\$64,296	\$146,100	\$331,684	\$252,629	\$254,536	(\$1,907)	100.75%
PERMANENT OVERTIME	5120	\$3,039,318	\$2,748,451	\$5,011,294	\$4,581,400	\$4,658,651	(\$77,251)	101.69%
FEDERAL INSURANCE COMPENSATION	5140	\$279,960	\$303,468	\$367,385	\$315,857	\$352,252	(\$36,395)	111.52%
RETIREMENT CONTRIBUTIONS	5150	\$9,086,152	\$10,846,542	\$11,992,084	\$12,746,439	\$11,568,007	\$1,178,432	90.75%
EMPLOYEE GROUP INSURANCE	5160	\$2,849,840	\$3,208,278	\$3,309,643	\$3,991,991	\$3,237,096	\$754,895	81.09%
RETIREE HEALTH INSURANCE	5170	\$965,729	\$1,108,056	\$1,214,235	\$1,420,000	\$1,068,384	\$351,616	75.24%
UNEMPLOYMENT INSURANCE	5180	\$0	\$0	\$10,350	\$5,000	\$1,814	\$3,186	36.28%
WORKERS' COMPENSATION INS.	5190	\$418,528	\$299,980	\$427,860	\$600,000	\$500,521	\$99,479	83.42%
TOTAL SALARIES AND BENEFITS	5100	\$35,176,347	\$38,227,789	\$43,359,988	\$45,649,565	\$41,746,844	\$3,902,721	91.45%
OFFICE SUPPLIES	5202	\$35,012	\$52,883	\$42,987	\$52,333	\$39,356	\$12,977	75.20%
POSTAGE	5204	\$10,599	\$11,686	\$15,134	\$18,000	\$9,261	\$8,739	51.45%
TELECOMMUNICATIONS	5206	\$226,763	\$204,034	\$212,153	\$233,650	\$183,847	\$49,803	78.68%
UTILITIES	5208	\$225,800	\$252,334	\$246,082	\$251,500	\$255,386	(\$3,886)	101.55%
SMALL TOOLS/EQUIPMENT	5210	\$202,257	\$257,018	\$269,106	\$186,750	\$138,681	\$48,069	74.26%
MINOR EQUIPMENT	5212	\$84,814	\$121,700	\$156,182	\$138,450	\$122,155	\$16,295	88.23%
MEDICAL SUPPLIES	5213	\$128,728	\$147,583	\$131,141	\$135,000	\$103,225	\$31,775	76.46%
FIREFIGHTING SUPPLIES	5214	\$230,583	\$173,075	\$155,547	\$102,200	\$107,112	(\$4,912)	104.81%
PHARMACEUTICAL SUPPLIES	5216	\$22,218	\$39,335	\$29,890	\$48,000	\$16,555	\$31,445	34.49%
COMPUTER SUPPLIES	5218	\$81,955	\$133,249	\$118,144	\$53,700	\$45,935	\$7,765	85.54%
RADIO EQUIPMENT & SUPPLIES	5219	\$60,877	\$104,414	\$121,670	\$92,500	\$69,912	\$22,588	75.58%
FILM PROCESSING/SUPPLIES	5220	\$0	\$1,168	\$1,697	\$7,100	\$5,277	\$1,823	74.32%
FOOD SUPPLIES	5222	\$16,858	\$15,786	\$22,182	\$26,950	\$19,417	\$7,533	72.05%
SAFETY CLOTHING/SUPPLIES	5224	\$193,014	\$115,508	\$267,904	\$169,900	\$162,935	\$6,965	95.90%
NON-SAFETY CLOTHING/SUPPLIES	5226	\$66,322	\$59,040	\$61,562	\$92,780	\$58,138	\$34,642	62.66%
HOUSEHOLD SUPPLIES	5228	\$44,685	\$46,328	\$48,555	\$40,000	\$52,867	(\$12,867)	132.17%
CENTRAL GARAGE - REPAIRS	5230	\$169,569	\$112,758	\$133,351	\$120,000	\$94,937	\$25,063	79.11%
CENTRAL GARAGE - MAINTENANCE	5231	\$29,978	\$12,717	\$17,004	\$30,000	\$12,509	\$17,491	41.70%
CENTRAL GARAGE - GAS, DIESEL & OIL	5232	\$152,778	\$162,458	\$178,570	\$198,500	\$146,631	\$51,869	73.87%
CENTRAL GARAGE - T IRES	5234	\$20,846	\$20,340	\$21,220	\$15,000	\$15,971	(\$971)	106.47%
CENTRAL GARAGE - MANDATED INSP.	5235	\$7,023	\$9,800	\$5,857	\$15,000	\$5,645	\$9,355	37.63%
MAINT./REPAIRS - EQUIPMENT	5236	\$129,913	\$102,011	\$142,399	\$185,627	\$116,793	\$68,834	62.92%
MAINT./REPAIRS - RADIO & ELECTRONIC	5238	\$232,646	\$329,920	\$551,378	\$364,770	\$238,482	\$126,288	65.38%
MAINT./REPAIRS - BUILDINGS	5240	\$158,558	\$221,347	\$413,688	\$335,850	\$228,364	\$107,486	68.00%
MAINT./REPAIRS - GROUNDS	5242	\$51,296	\$51,561	\$58,335	\$48,000	\$51,556	(\$3,556)	107.41%
RENTS & LEASES-EQUIP./PROPERTY	5246	\$52,703	\$77,118	\$92,234	\$74,100	\$56,084	\$18,016	75.69%
PROFESSIONAL/SPECIALIZED SERVICES	5250	\$774,368	\$675,430	\$809,091	\$920,080	\$772,036	\$148,044	83.91%
RECRUITING COSTS	5251	\$72,388	\$60,281	\$78,806	\$167,085	\$98,623	\$68,462	59.03%
LEGAL SERVICES	5252	\$193,390	\$118,100	\$163,378	\$175,000	\$181,095	(\$6,095)	103.48%
MEDICAL SERVICES	5254	\$72,267	\$70,549	\$73,941	\$104,350	\$58,488	\$45,862	56.05%
DATA PROCESSING SERVICES	5256	\$128	\$258	\$221	\$500	\$78	\$422	15.60%
COMMUNICATIONS SERVICES	5258	\$1,463	\$1,669	\$3,399	\$8,500	\$3,158	\$5,342	37.15%
DOCUMENT MANAGEMENT SERVICES	5260	\$6,184	\$2,177	\$1,477	\$20,000	\$17,222	\$2,778	86.11%
ELECTION SERVICES	5262	\$0	\$49,267	\$0	\$108,338	\$119,616	(\$11,278)	110.41%
INSURANCE SERVICES	5264	\$513,991	\$574,876	\$536,487	\$677,000	\$502,508	\$174,492	74.23%
PUBLICATION OF LEGAL NOTICES	5270	\$246	\$964	\$1,349	\$3,250	\$1,402	\$1,848	43.14%
SPECIALIZED PRINTING	5272	\$10,046	\$20,263	\$66,752	\$92,897	\$78,211	\$14,686	84.19%
MEMBERSHIPS	5274	\$21,927	\$35,734	\$44,639	\$62,210	\$53,888	\$8,322	86.62%
EDUCATIONAL COURSES/SUPPLIES	5276	\$73,868	\$119,452	\$151,734	\$194,950	\$115,900	\$79,050	59.45%
EDUCATIONAL ASSISTANCE PROGRAM	5277	\$18,627	\$25,326	\$27,515	\$35,000	\$27,192	\$7,808	77.69%
PUBLIC EDUCATIONAL SUPPLIES	5278	\$8,819	\$17,502	\$24,931	\$18,340	\$18,056	\$284	98.45%
BOOKS & PERIODICALS	5280	\$18,436	\$17,740	\$27,333	\$35,481	\$15,007	\$20,474	42.30%
RECOGNITION SUPPLIES	5282	\$22,021	\$28,844	\$26,545	\$19,000	\$8,110	\$10,890	42.68%
MEETINGS/TRAVEL EXPENSES	5284	\$85,214	\$74,517	\$109,492	\$131,800	\$89,866	\$41,934	68.18%
DISCOUNTS	5299	(\$329)	(\$191)	(\$77)	\$0	(\$90)	\$90	0.00%
GRANT PASS-THROUGH	5920	\$318,227	\$56,677	\$0	\$0	\$0	\$0	0.00%
PRIOR PERIOD ADJUSTMENT	5990	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL SERVICES AND SUPPLIES	5200	\$4,847,076	\$4,784,606	\$5,660,984	\$5,809,441	\$4,517,397	\$1,292,044	77.76%
TOTAL G/F OPERATING EXPENDITURES		\$40,023,422	\$43,012,396	\$49,020,972	\$51,459,006	\$46,264,241	\$5,194,765	89.91%

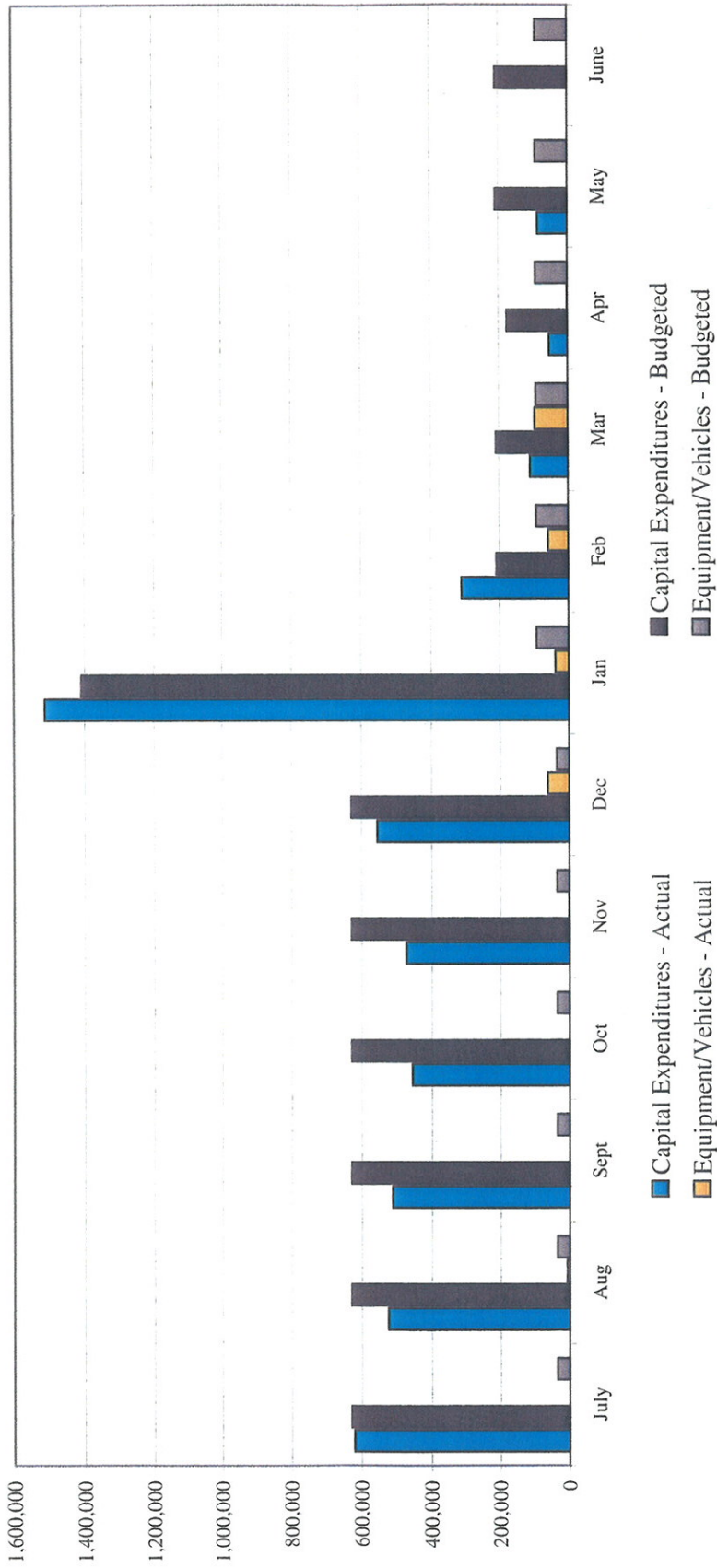
**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
REVENUES (ALL FUNDS)
FISCAL YEAR 2008/2009
JULY 1, 2008 - MAY 31, 2009**

GL CODE	DESCRIPTION	2005/2006 REVENUE ACTUAL	2006/2007 REVENUE ACTUAL	2007/2008 AUDITED REVENUE	2008/2009 ESTIMATED REVENUE	2008/2009 REALIZED REVENUE
4100	TAXES					
4110	PROPERTY TAXES - CURRENT SECURED	\$39,450,792	\$44,440,740	\$48,301,244	\$50,380,918	\$45,812,612
4120	PROPERTY TAXES - SUPPLEMENTAL	\$1,592,902	\$3,135,904	\$1,277,576	\$500,000	\$181,042
4130	PROPERTY TAXES - UTILITIES (Unitary)	\$611,221	\$608,146	\$679,868	\$670,481	\$675,636
4140	PROPERTY TAXES - CURRENT UNSECURED	\$1,412,276	\$1,388,523	\$1,483,621	\$1,460,090	\$1,501,302
4145	HOMEOWNERS PROPERTY TAX RELIEF	\$511,520	\$503,469	\$502,776	\$526,968	\$255,779
4150	LESS TAXES RETURNED TO COUNTY	(\$1,115,827)	(\$1,232,437)	(\$1,558,586)	(\$1,475,145)	\$0
4160	LESS COUNTY TAX ADMINISTRATION	(\$401,514)	(\$346,184)	(\$462,517)	(\$485,374)	(\$558,968)
4170	PROPERTY TAXES - PRIOR SECURED	\$12,784	-\$13,609	(\$411,770)	(\$10,000)	(\$6,573)
4180	PROPERTY TAXES - PRIOR SUPPLEMENTAL	(\$1,719)	(\$6,744)	(\$117,662)	(\$6,745)	(\$53,553)
4190	PROPERTY TAXES - PRIOR UNSECURED	\$21,593	\$43,743	\$34,656	\$25,000	\$17,247
		\$42,094,028	\$48,521,551	\$49,729,206	\$51,586,193	\$47,824,524
4200	INTERGOVERNMENTAL REVENUE					
4220	MEASURE "H"	\$31,882	\$182,227	\$19,787	\$104,175	\$0
4230	SB-90 MANDATED COSTS	\$112,206	\$59,251	\$0	\$10,000	\$0
4240	MISCELLANEOUS STATE AID/GRANTS	\$810,616	\$487,320	\$759,633	\$0	\$1,149,936
4250	OTHER INTERGOVERNMENTAL REVENUE	\$2,509	\$2,734	\$28,354	\$60,000	\$166,048
		\$957,213	\$731,532	\$807,774	\$174,175	\$1,315,984
4300	CHARGES FOR SERVICE					
4310	INSPECTION FEES	\$30,068	\$24,674	\$35,492	\$21,300	\$30,891
4315	PLAN REVIEW	\$177,536	\$193,564	\$186,762	\$157,500	\$127,107
4320	WEED ABATEMENT CHARGES	\$7,722	\$5,893	\$6,682	\$4,500	\$8,093
4330	AMBULANCE SERVICES	\$1,853,619	\$1,896,017	\$1,924,268	\$1,836,000	\$2,123,250
4340	CPR CLASSES	\$2,375	\$2,625	\$1,450	\$2,500	\$1,774
4350	REPORTS/PHOTOCOPIES	\$2,259	\$1,618	\$1,426	\$1,500	\$1,651
4360	MISCELLANEOUS CURRENT SERVICES	\$0	\$4,250	\$1,373	\$0	\$0
		\$2,073,577	\$2,128,641	\$2,157,453	\$2,023,300	\$2,292,766
4400	USE OF MONEY & PROPERTY					
4410	INVESTMENT EARNINGS	\$859,412	\$1,789,343	\$1,723,007	\$1,124,000	\$507,497
		\$859,412	\$1,789,343	\$1,723,007	\$1,124,000	\$507,497
4500	RENTS, ROYALTIES AND COMMISSIONS					
4510	RENT ON REAL ESTATE	\$142,317	\$132,366	\$139,557	\$134,500	\$134,407
		\$142,317	\$132,366	\$139,557	\$134,500	\$134,407
4600	OTHER REVENUE					
4610	DONATIONS/CONTRIBUTIONS	\$9,960	\$2,095	\$726	\$0	\$950
4620	SALE OF PROPERTY	\$3	\$460	\$0	\$0	\$0
4630	INDEMNIFYING PROCEEDS	\$0	\$19,425	\$0	\$0	\$0
4640	MISCELLANEOUS REVENUE	\$4,359	\$0	\$43,922	\$0	\$24,916
		\$14,322	\$21,980	\$44,648	\$0	\$25,866
4900	OTHER FINANCING SOURCES					
4910	LEASE PROCEEDS - OTHER FINANCING SOURCES	\$4,600,000	\$0	\$0	\$0	\$0
4910	COP 2006-OTHER FINANCING SOURCES	\$9,669,897	\$0	\$0	\$0	\$0
		\$14,269,897	\$0	\$0	\$0	\$0
	REVENUE TOTAL	\$60,410,766	\$53,325,414	\$54,601,645	\$55,042,168	\$52,101,044
		47.40%	-11.73%	2.39%		

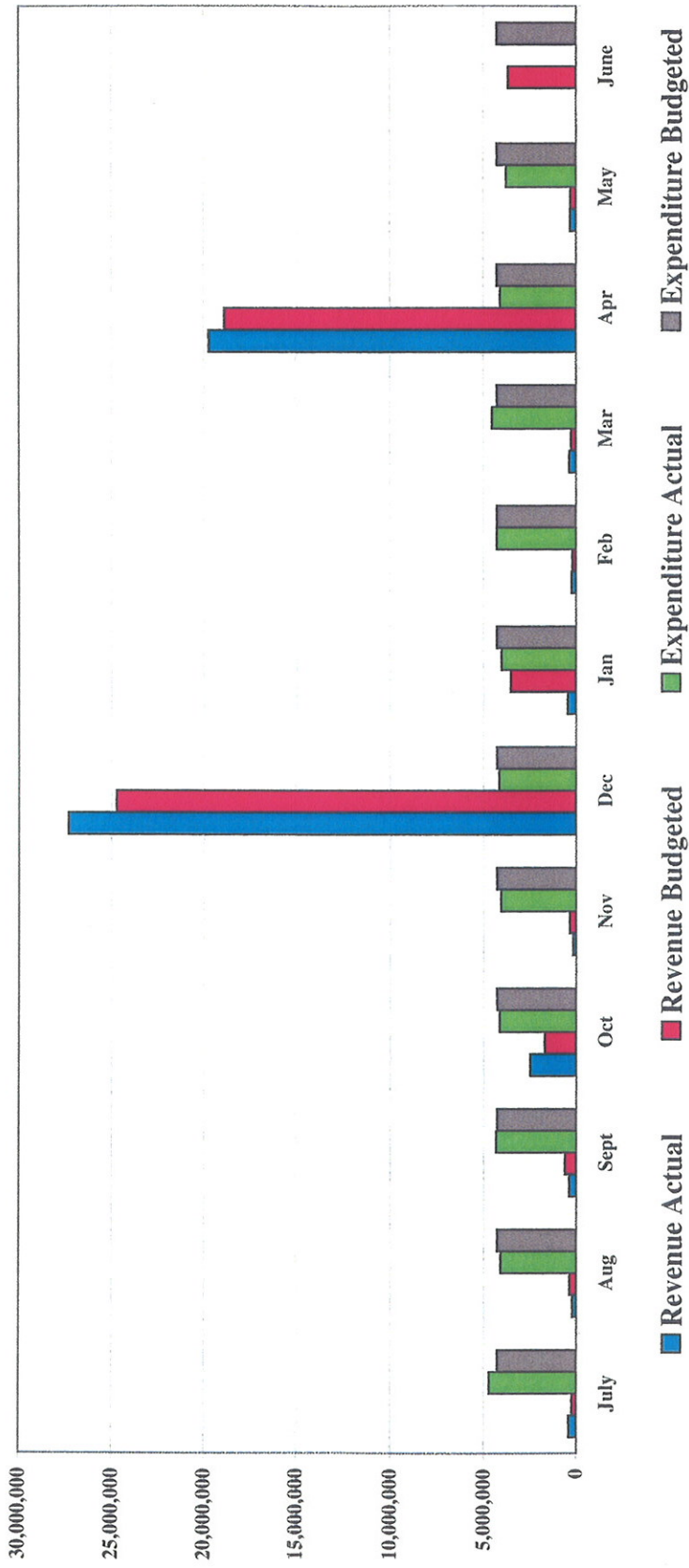
CAPITAL & EQUIPMENT/VEHICLES FUNDS

COMPARISON OF ACTUAL TO BUDGETED

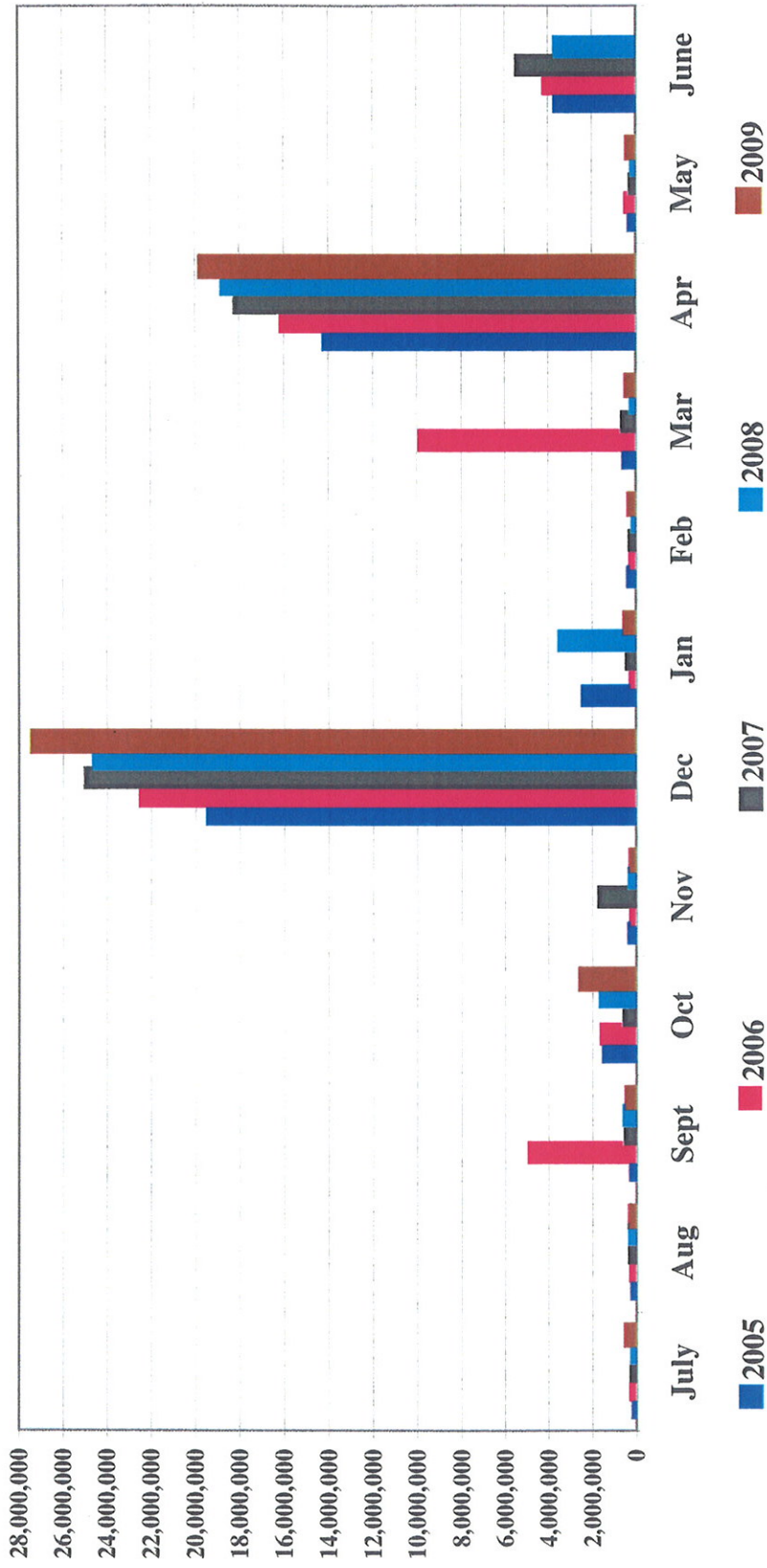
FISCAL YEAR 2008-2009



GENERAL FUND
COMPARISON OF ACTUAL TO BUDGETED
FISCAL YEAR 2008-09



GENERAL FUND REVENUE
FISCAL YEARS 2005 - 2009



**GENERAL FUND EXPENDITURES
FISCAL YEARS 2005 - 2009**

