

**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: 925-838-6696

MEMORANDUM

Date: June 23, 2010
To: Board of Directors
From: Richard Price, Fire Chief
Subject: Adoption of Annual Operating Budget for Fiscal Year 2010/2011

Background

Enclosed is the FY 2010-2011 Annual Operating Budget for the San Ramon Valley Fire Protection District. The Budget is the result of input received from the FY 2009-2010 mid-year budget review, an inclusive and interactive staff review process, as well as Board direction at the May 10, 2010 Budget Workshop and throughout the year. The Budget is consistent with the Strategic Plan adopted on February 25, 2009 and represents a one year implementation of the District's 2008-2013 Business Plan.

Present Situation

The FY 2010-2011 Annual Operating Budget is intended to continue timely progress toward successfully executing our 2008-2013 Strategic Plan. The Budget maintains a careful balance – focusing on both managing through the uncertain economy today while continuing to maintain a long term planning perspective. FY 2010-2011 Salaries and Benefits have been reduced by 3% while Services and Supplies budgets have been reduced by 12%. Overall the budget is approximately 4% smaller than last year. A full overview of the FY 2010-2011 Annual Operating Budget can be found in the Executive Summary section beginning on page 1.

Recommendation

Staff recommends the adoption of the Annual Operating Budget for Fiscal Year 2010/2011.

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

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

MEMORANDUM

Date: June 23, 2010
To: Board of Directors
From: Steve Call – Technology Services Manager
Subject: Purchasing Authority per District Ordinance 20

Section 5.3 of District Ordinance requires that purchases in excess of \$25,000 have specific approval by the Board of Directors. Tonight's Consent Calendar contains one item requiring such authorization.

Consent Calendar Item No. 5.5:

\$77,885.99 to Intergraph Public Safety for Software maintenance for FY 2010-2011.

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
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www.firedepartment.org

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

MEMORANDUM

Date: June 23, 2010
To: Board of Directors
From: Richard Price – Fire Chief
Subject: Consulting Services Agreement-California Advocates, Inc.

Background:

The District's 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 Consulting Services Agreement between California Advocates, Inc., and the San Ramon Valley Fire Protection District be approved.

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, 2010 and ending June 30, 2011. 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.
- h. Analyze Public Pension Legislation – analyze public pension related legislation and legislative proposals including but not limited to *Retirement Act of 1937* matters affecting or potentially affecting SRVFPD. Report no less than quarterly such analysis and bill status to the Board of Directors of the SRVFPD.

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

3. Compensation

- a. \$5,500 Per Month – SRVFPD agrees to pay Legislative Consultant for its services at the rate of \$5,500 per month for the period between July 1, 2010 – June 30, 2011.
- 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: _____
SRVFPD Board President
Roxanne Lindsay

Dated: _____

CALIFORNIA ADVOCATES, INC.

By: _____

Dated: _____

Address: _____

Telephone Number: _____

SS/Federal Tax ID Number: _____

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MEMORANDUM

Date: June 23, 2010
To: Board of Directors
From: Steven J. Hart, Assistant Fire Chief
Subject: Purchasing Authority per District Ordinance 20

Section 5.3 of District Ordinance requires that purchases in excess of \$25,000 have specific approval by the Board of Directors. Tonight's Consent Calendar contains one item requiring such authorization. This item is contained in the C.O.P. budget.

Consent Calendar Item No. 5.7

\$142,199.60 to Cal-Bay Construction, Inc. for Progress Payment No. 010 for the construction of Annex Storage Building No. 36.

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, 2010
To: Board of Directors
From: Steven J. Hart, Assistant Fire Chief, Support Services
Subject: Request for Approval for Pre Payment of (3) Type 1 Fire Truck Chassis

Background:

At the January 2010 Board of Directors meeting, District staff was authorized to purchase (3) Type 1 Fire Engines. A purchase contract with Hi Tech Fire Apparatus was initiated and signed on March 19, 2010. Apparatus committee members completed a pre inspection of the chassis at Spartan Motors in Charlotte, Michigan in late April. The chassis arrived in Oakdale at Hi-Tech Fire Apparatus on June 3rd. Apparatus committee members completed their final inspection of the chassis on June 10th.

The fire engine pump, tank, and cabinetry work begins immediately for a completion date in March 2011.

As outlined in the purchase contract with Hi-Tech Fire Apparatus, by paying for the chassis when delivered to Oakdale, the District receives a \$2,000.00 credit per engine.

Recommended Board Action:

Staff recommends pre payment of \$623,670.00 (\$207,890.00 each) for (3) Spartan Gladiator Chassis to Hi-Tech EVS.

**SPECIAL ANNOUNCEMENTS/
PRESENTATIONS/
GENERAL BUSINESS**

OLD BUSINESS

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Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2010
To: Board of Directors
From: Steven J. Hart, Assistant Fire Chief, Support Services
Subject: Request for Approval of ATI Architects and Engineers' Proposal for Site Demolition and Utility Lateral Installation Design for 2100 Stone Valley Rd.

Background:

District staff requested and on May 7, received a proposal from ATI Architects and Engineers to provide services for plans and specifications for Site Demolition and Utility Lateral installation for the new Station 32 site at 2100 Stone Valley Rd. The cost of this design phase is \$59,100.

This phase of the project will include the production of construction documents for submittal to Contra Costa County Building Department for a permit. The purpose of this phase is to remove the existing structure and prepare the site utilities. The demolition and grading phase is scheduled to be advertised for bidders upon the District securing a Land Use Permit.

ATI will complete the following tasks during this phase of the project.

- 1) Meet with the District to review the building and site development requirements.
- 2) Develop a demolition plan for the structures, pool and well.
- 3) Develop a plan for the extension of the following utilities: sanitary and storm sewer, water, natural gas, cable TV and telephone.
- 4) Assist the District with coordination of PG&E, Central Sanitary District, East Bay MUD, Contra Costa County Building Department.
- 5) Develop plans and specifications to prepare the site with a gravel base to prevent erosion.
- 6) Develop a perimeter fencing plan.

Recommended Board Action:

The cost of this professional service is consistent with cost estimates prepared for the District by O'Connor Construction Management Inc. of Pleasanton, CA. District staff recommends entering into this contract with ATI Architects and Engineers.

NEW BUSINESS

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Fax: 925-838-6609

MEMORANDUM

Date: June 23, 2010
To: Board of Directors
From: Robert Leete, Administrative Services Director
Subject: District Investment Policy

Background:

The Board of Directors is required to review the District's Investment Policy on an annual basis. Staff is recommending no changes to the current approved policy.

Recommendation:

Staff recommends adoption of the attached Resolution approving the San Ramon Valley Fire Protection District Investment Policy.

RESOLUTION NO. 2010-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN RAMON VALLEY FIRE PROTECTION DISTRICT ESTABLISHING
THE INVESTMENT POLICY FOR DISTRICT FUNDS**

WHEREAS, the Board of Directors of the San Ramon Valley Fire Protection District has previously adopted an investment policy for District funds to ensure that District monies are invested prudently; and

WHEREAS, the Treasurer, Administrative Services Director, Finance Supervisor, or Finance Committee of the San Ramon Valley Fire Protection District have been given authority to invest District funds pursuant to the District's Investment Policy; and

WHEREAS, legislation necessitates the annual review of the District's investment policy in order to comply with current state law.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the San Ramon Valley Fire Protection District establishes and adopts a District investment policy, attached hereto as Exhibit 1, which is incorporated by this reference.

BE IT FURTHER RESOLVED, that the District Board of Directors delegates its authority to the Treasurer, Administrative Services Director, Finance Supervisor, or Finance Committee of the San Ramon Valley Fire Protection District to invest District funds in a manner consistent with the District's Investment Policy.

PASSED, APPROVED AND ADOPTED this 23rd day of June 2010, at a regular meeting of the District Board of Directors at San Ramon, California, on a motion by Director _____, seconded by Director _____ and duly carried with the following roll call votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Resolution No. 2010-03
June 23, 2010
Page 2

Dated: _____, 2010

Roxanne Lindsay, Board President
Board of Directors

ATTEST:

Susan F. Brooks
District Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

William D. Ross, District Counsel

Richard Price, District Chief

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
INVESTMENT POLICY
2010**

Section One: Scope and Authority

- 1.1 The purpose of this policy is to establish a prudent and systematic investment policy, and to organize and formalize investment-related activities.
- 1.2 The District's Investment Policy is authorized under the California Government Code, section 53600, et seq. as it applies to the investment of public funds.
- 1.3 It is intended that this policy cover all funds and investment activities under the direct authority of the San Ramon Valley Fire Protection District. However, investments authorized by Fiscal Agents pursuant to bonded debt are controlled by the terms and conditions of the specific bond and may not necessarily coincide with the Investment Policy outlined herein. Investments must conform to Government Code section 53600.5 concerning safekeeping of purchased securities by financial advisers, fiscal agent, or consultants. Wherever practical, investments made by a Fiscal Agent on behalf of the District will be consistent with this Policy.

Section Two: Investment Objectives

- 2.1 Safety - It is the primary duty and responsibility of the Treasurer, Administrative Services Director, Finance Supervisor or Finance Committee to protect, preserve and maintain cash and investments placed in his/her trust on behalf of the citizens of the San Ramon Valley Fire Protection District.
- 2.2 Liquidity - An adequate percentage of the District's investment portfolio should be maintained in liquid short-term securities which can be converted to cash if necessary to meet disbursement requirements. Since all cash requirements cannot be anticipated, investments in securities with active secondary or resale markets is highly recommended. Emphasis should be on marketable securities with low sensitivity to market risk.
- 2.3 Yield - Yield should become a consideration only after the basic requirements of safety and liquidity have been met.
 - a) The overall yield should be designed to attain a market-average rate of return

throughout budgetary and economic cycles, taking into account the District's risk constraints, the cash flow characteristics of the portfolio, and State and local laws, ordinances or resolutions that restrict investments.

- 2.4 Public Trust - All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust.
- 2.5 Diversification - The investment portfolio will be diversified to avoid incurring unreasonable and avoidable risks regarding specific security types or individual financial institutions.

In a diversified portfolio, it must be recognized that occasional measured losses are inevitable and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

- 2.6 Prudence - The District adheres to the "prudent person rule" which obligates a fiduciary to insure that:

" . . . investments shall be made with the exercise of that degree of judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment considering the probable safety of their capital as well as the probable income to be derived."

Section Three: District's Investment Strategy

- 3.1 The most effective method of increasing investment yields without sacrificing safety is to extend the investment horizon commensurate with the District's cash requirements. To that end, improved cash forecasting and management is the preferred investment strategy for the District.
- a) Cash management activities include accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective banking relations, and a short-term borrowing program, when needed, that coordinates working capital requirements and investment opportunity.

Section Four: Allowable Investment Instruments

- 4.1 The Government Code, sections 53601, 53601.1 and 53635 shall govern the District's allowable investments and the length of those investments, unless specifically limited by this policy. Although the maximum maturity for any deposit or investment is five years, most investments should be for no longer than 2-3 years.
- 4.2 The specific investments allowed are listed below:
- a) The State's Local Agency Investment Fund (LAIF);
 - b) Any Public Agency's Pooled Investment Fund, provided such involvement is approved in advance by resolution of the Board;
 - c) Securities of the US Government;
 - d) Insured Certificates of Deposits (CD's) or CD's adequately collateralized by the institution issuing the certificate; and,
 - e) Passbook Savings and Money Market Accounts

Section Five: Reporting Requirements

- 5.1 The Treasurer or his/her designee shall submit annually a written investment policy to the Board. The Board shall consider the investment policy at a public meeting.
- 5.2 The Treasurer or his/her designee shall submit a quarterly investment report to the Board. The report must be submitted within 30 days following the end of the month covered by the report, and is required under Government Code Section 53646. Such report shall include at least the following information:
- a) Types of investments;
 - b) Names of the institution in which funds are invested or deposited;
 - c) Date of maturity, if applicable;
 - d) Par and dollar amount investment on all securities;
 - e) Percent distribution of each type of investment or deposit;
 - f) Current market value as of the date of the report, including sources of the valuation except those under LAIF;
 - g) Rate of interest;
 - h) Average weighted yield of all investments;
 - i) The accrued interest earnings fiscal year-to-date for each investment;
 - j) A statement relating the report to the District's Investment Policy; and
 - k) A statement that there are sufficient funds to meet the District's next six months' financial obligations.

- 5.3 Periodic reports shall be prepared as required by circumstances or as directed by the Board. Such circumstances include, but are not limited to, notification that any District investment may be in jeopardy, or a sudden and significant drop in the current market value of any District investment.

Section Six: Internal Controls and General Guidelines

- 6.1 A system of internal control shall be established and documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation of third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District.
- 6.2 Controls deemed most important include:
- a) The control of collusion and separation of duties;
 - b) Custodial safekeeping of funds invested or on deposit;
 - c) Minimizing the number of authorized Investment Officers; and
 - d) Written documentation of procedures and transactions.
- 6.3 In selecting financial institutions for the deposit or investment of District funds, the Treasurer or his/her designee shall consider the credit-worthiness of the institution. Such credit-worthiness shall be monitored on a regular basis throughout the period in which District funds are deposited or invested.
- a) Any deposit or investment of funds shall be in writing, signed by the Treasurer or his/her designee and the authorized representative of the institution.
 - b) All transactions will be executed on a Delivery Versus Payment (DVP) basis.
- 6.4 The Treasurer or his/her designee shall encourage peer review of the investments and investment practices. In addition, the District will require the auditors to perform cash and investment testing as part of the audit of the District's financial statements.
- 6.5 An annual Cash Flow Forecast may be prepared by the Treasurer or his/her designee and would be used to assist in the development of the annual operating budget for the District.
- 6.6 This Investment Policy shall be reviewed by the Board on an annual basis.

CORRESPONDENCE



DEPARTMENT OF PARKS AND RECREATION
MOUNT DIABLO STATE PARK
96 Mitchell Canyon Road
Clayton, California 94517
(925) 837-6129

Ruth G. Coleman, Director

June 13, 2010

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

Dear Richard:

I want to extend my appreciation to SRVFPD for your involvement in the "Fifth Annual Mount Diablo Hill Climb Time Trial" (bicycle race) on June 12, 2010. The time trial started at the North Gate Kiosk and finished at the Junction Ranger Station. A paramedic unit from Station 31 was staged at Junction for this event. The paramedic team of Firefighters Grant Sparkes and Steve Laugero enhanced the safety of the event. Nearly 300 bicyclists (I was among them!) participated in the race. The Wells Fargo Racing Team of Contra Costa County, which coordinated the event, is very grateful for your involvement.

Your agency's commitment and contributions to the operations of Mount Diablo State Park are greatly appreciated. Please pass on my gratitude to Grant and Steve for their involvement at the event.

Sincerely,

A handwritten signature in cursive script that reads "Carl Nielson".

Carl Nielson
State Park Peace Officer / Bicycling Enthusiast

THANK
YOU

COPY

Heartline
A Division of Hallmark Cards

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MADE IN U.S.A.
www.hallmark.com

Dear Mr. Hurdage,

Thank you and others in
your Department for helping the
Los Cerros 2010 Promotion Party
be a huge success! We
appreciate the time and
efforts made to get our
"fire clearance."

Respectfully,
Anany Heller,
Los Cerros Parent

May 26, 2010

Board of Directors
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Rd.
San Ramon, Ca. 94583

To the Board of Directors,

My name is Marsha Moore, and on April 12th I took a bad fall at my sons home on Kittery Ave..My son called 911 and the following fire fighters came to my aid, they were :

Capt.Olguin
Enginer French
FFPM Michaelson
FFPM Terry
FFPM Rawitzer

I would like to thank each and everyone of these men that came to my aid. I am very thankful they were there. I was on the ground in the rain and unable to get up. They got me up and into their ambulance like I was a feather,and in fact I am not a small person.

The care I got on the ride to Kaiser hospital and after I got to the emergency room from these young men were wonderful. They put me at ease and stayed with me in the hall way until the staff at Kaiser could help me and until my son arrived so I was not alone.

I ended up with a shoulder broke in 3 places,went through surgery and now at home in Sunny Glen to recuperate.

Thank You all for the great jobs you do and for touching my life.

Thank you and God Bless you all.

Respectfully Yours,

A handwritten signature in cursive script that reads "Marsha Moore".

Marsha Moore

OPERATIONS

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
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MEMORANDUM

Date: June 23, 2010
To: Board of Directors
From: Bryan Collins – Assistant Chief, Operations
Subject: Monthly Activity Report

Attached is the Operations report for the month of May, 2010.

Standards of Cover Policy Compliance Report

May 1, 2010 - May 31, 2010

		SOC Goal 1, 5, 6		SOC Goal 2, 5, 6		SOC Goal 3, 5, 6	
		Urban (Count = 248)		Suburban (Count = 96)		Rural (Count = 14)	
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Y-T-D
First Unit Response	7:00	7:25	7:48	8:00	8:42	8:39	18:52
		96%	91%		95%	94%	96%
							77%
							23:52
							17:00

		SOC Goal 4		SOC Goal 4		SOC Goal 4	
		Urban (Count = 0)		Suburban (Count = 0)		Rural (Count = 0)	
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Y-T-D
ERF - Fire Response	11:00	0:00	21:55	12:00	12:30	0:00	0:00
		0%	75%		0%	0%	0%
							0%
							21:00
							0:00

		SOC Goal TBD		SOC Goal TBD		SOC Goal TBD	
		Urban (Count = 72)		Suburban (Count = 26)		Rural (Count = 4)	
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Y-T-D
ERF - Medical Response	9:00	10:20	10:16	10:00	13:27	11:32	17:01
		96%	89%		80%	87%	100%
							23:03
							75%
							21:00

		SOC Goal 7		SOC Goal 7	
		Call Processing Time		Turnout Time	
	Goal	Actual	Y-T-D	Goal	Y-T-D
1:00	:47	100%	1:11	2:00	2:47
			95%		84%
					73%
					2:27
					84%

SUPPORT SERVICES

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
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MEMORANDUM

Date: June 23, 2010
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, 2010.

<p style="text-align: center;">Support Services May, 2010</p>

Facilities

1. Station 36 Annex: Exhaust system installed interior and exterior paint.
2. Station 32: Environmental review process in progress.
3. Training Site: WLC Architects selected – Schematic Design due June 2010

Fleet

1. Annual pump testing in progress at LPTC on going.
2. Annual Engine / Truck services in progress.
3. Chassis Inspection of 3 new Type 1 Engines completed.
4. Processed sale of surplus vehicles.

Communication Center

1. The Communications Support (CS 131) and volunteers participated in the Devil Mountain Run for the Town of Danville.
2. Communications Telephone Procedures Policy developed and implemented.
3. Emergency Medical Dispatch (EMD) Policies under review in preparation for reaccreditation with the National Academy Emergency Dispatch.
4. Task Books being created for the Communications Volunteer Program.
5. Task Book being created for the Dispatcher responsibilities when using CS 131 as a back-up communications center.

Information & Technology

1. Accreditation – Category 2 – Response Time Reporting.
2. Completed initial version of the SOC Compliance Report.
3. Ordered remaining radio receivers for Tactical Channel Recording Project.
4. Replaced all end-of-life radio batteries for all shifts.
5. Printed and laminated station wall maps.
6. Mobile Data Computers installed in training and reserve apparatus.

Current Projects

1. Coordinated bids for various budgeted projects.
2. Working through Fiscal Year 09/10 budgeted projects.
3. Annual Facility Inspections completed.
4. New landscape service hired for Administration – RFP in progress.
5. Mourning Band Policy in for 12-day review.

**FIRE PREVENTION
DIVISION**

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

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Fax: 925-838-6696

MEMORANDUM

Date: June 23, 2010
To: Board of Directors
From: Christina Jamison – Fire Marshal
Subject: Monthly Activity Reports

Attached are the Fire Prevention reports for the month of May, 2010.

Fire Prevention Summary of Monthly Activities

May 2010

What Went Well

International Codes- Final Action Hearings

Plans Examiner Hardage and Code Compliance Officer Evitt attended the International Code Council (ICC) Final Action Hearing representing the California Fire Chiefs Association and participating in both the Fire and Building code changes. The hearings were held in Dallas, Texas and approved changes will be included in the 2012 International Codes. Officer Evitt was also awarded a "District Match Scholarship" from the ICC for partial reimbursement of travel expenses (see attachment).

National Fire Academy

Fire Prevention Specialist Joyce Castro attended "Demonstrating Your Fire Prevention Programs Worth" at the National Fire Academy in Emmitsburg, Maryland as part of the District Partnership program. The purpose of this course is to provide students with the tools and skills to be able to evaluate their organization's fire education/prevention programs and fire inspection services. The course provides a systematic way to improve and account for evaluation actions by involving procedures that are useful, feasible, ethical, and accurate.

Assistance with Accreditation- Peer Team Appraisal

Several staff members were involved in planning and facilitating the support of the CFAI Peer Team as well as meeting with team members and providing information regarding Fire Prevention programs and responsibilities.

Community Events

Art and Wind Festival, San Ramon; Approximately 3000 people viewed the extrication demo, participated in the Safety House tours, viewed the apparatus on display and/or participated in the prize wheel quiz activities.

Senior Resource Fair and Pancake Breakfast, San Ramon; Approximately 200 people attended the fair, District volunteers prepared and served breakfast and Fire Specialist Castro provided educational material for fire and fall prevention.

CPR Saturday

On Saturday, June 5 over 200 citizens from throughout the San Ramon Valley received hands on training in Cardio Pulmonary Resuscitation (CPR), and use of an Automated External Defibrillator (AED) during the first "CPR Saturday" event. Adults and children as young as 12, attended the free training at Monte Vista High School and Iron Horse Middle School. The program was organized by The San Ramon Valley HeartSafe Initiative Committee. Partners in the CPR Saturday event include the City of San Ramon, the Town of Danville, San Ramon Valley Fire Protection District, the San Ramon Valley Unified School District, the American Heart Association, San Ramon Regional Hospital, John Muir Medical Center, Kaiser Hospital of Walnut Creek and Contra Costa County Health. Other participating agencies include: Darius Jones Foundation, SRV Firefighters Union, American Medical Response/Northern California Training Institute, Contra Costa County Fire Protection District, Your Safety Place, Philips Healthcare, American Health.

Fire Prevention Summary of Monthly Activities

May 2010

Fire Investigation

No Fire Investigations to report for May.

Press Releases

See attachments for press releases for May

Potential Issues

There have been 24 requests from property owners for a time extension to complete their abatement compliance. Requests have been granted for an additional two weeks with a compliance date of June 15.

Committee Meetings and Training Attended

- Evitt, Stevens- SRVFPD Safety Committee
- Castro-Nor Cal FPO Public Education Committee
- Bartusch-Wellness Fitness Program Committee
- Bell, C8 Committee Meetings
- Hardage, Nor Cal FPO Fire Code Committee
- Evitt, Nor Cal FPO Building Code Committee

Upcoming Public Education Classes and Events Scheduled

Danville- 4th of July Parade	Hartz Avenue, Danville	July 4
New Parent Class	Administration Building	July 17
Hot Summer Nights-- Danville	Downtown, Danville	July 29
National Night Out (with San Ramon PD)	San Ramon Neighborhoods	August 3
Personal Emergency Preparedness	Administration Building	August 11
Hot Summer Nights-- Danville	Downtown, Danville	August 26
#31 CERT Class	Administration Building	Sept 9-October 14

Plan Reviews Completed

See below for a list of plan reviews completed in May.

Plan Review Address**Week of 5/3/2010-5/7/2010**

6001 Bollinger Cyn Rd. Bldg. T
400 Hartz Ave.

198 Diablo Rd. Suite B
5101 Whetstone Way
5113 Whetstone Way
5107 Whetstone Way
2475 San Ramon Valley Blvd. #6
6001 Bollinger Cyn Rd. Bldg. H
6001 Bollinger Cyn Rd. Gldg. B
110 Paseo De Sol
7 Cerro Ct.
250 Tamarind Ln.

Type**Result****Reviewer**

TI Group B Office	Approved	IH
Assembly Occupancy	Approved	IH
Aboveground Flammable or Combustible Liquid	Approved	IH
R-3 Occupancy	Approved	IH
R-3 Occupancy	Approved	IH
R-3 Occupancy	Approved	IH
Sprinkler TI	Approved	IH
TI Group B Office	Approved	IH
TI Group B Office	Approved	IH
R-2.3.1	Approved	IH
Photovoltaic System	Approved	IH
R-3 Occupancy	Approved	IH

Week of 5/10/2010-5/14/2010

267 Hartz Ave.
12647 Alcosta Blvd. #190
12647 Alcosta Blvd. #190
12647 Alcosta Blvd. #190
3454 Blackhawk Plaza Cir.
3454 Blackhawk Plaza Cir.
100 Sycamore Valley Rd. W
3454 Blackhawk Plaza Cir.
148 E Prospect Ave.
171 Hartz Ave.

Hood & Duct	Approved	NK
TI Group B Office	Approved	IH
Fire Alarm System TI	Approved	IH
Sprinkler TI	Approved	IH
Tenant Improvement	Approved	IH
Fire Alarm System TI	Approved	IH
Hood & Duct	Approved	IH
Sprinkler TI	Approved	IH
Tenant Improvement	Approved	RE
Hood & Duct	Approved	IH

Week of 5/17/2010-5/21/2010

3169 Roundhill Rd.
730 Camino Amigo
1 Sunrise Terrace
502 El Capitan Dr.
2156 San Ramon Valley Blvd. Suite A

N/A	No Comment	DV
Photovoltaic	No Comment	DV
Photovoltaic	No Comment	DV
Photovoltaic	No Comment	N/A
Tenant Improvement	Approved	DV

Week of 5/24/2010-5/31/2010

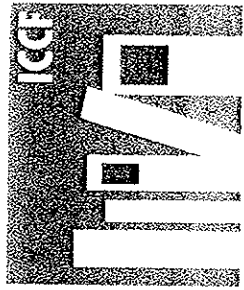
46 Chaucer Ct.
345 Railroad Ave. Suite B
3130 Blackhawk Meadows Dr.
2560 San Ramon Valley Blvd.
20815 San Ramon Valley Blvd.
9015 S. Gale Ridge Rd.
2001 Omega Rd.
250 Market Pl.
1211 Alcosta Blvd.
9885 Alcosta Blvd.
5000 Crow Canyon Rd.
12 Century Oaks Ct.
3309 Ashbourne Cir.

Photovoltaic	No Comment	DV
Sprinkler TI	Approved	IH
R-3 Occupancy	Approved	IH
Misc. Planning App.	Approved	IH
Misc. Planning App.	Approved	IH
Misc. Planning App.	Approved	IH
Misc. Planning App.	Approved	IH
Misc. Planning App.	Approved	IH
Misc. Planning App.	Approved	IH
Land Use Permit	Approved	IH
Misc. Planning App.	Approved	IH
Photovoltaic	Approved	DV
Residential Sprinkler	Approved	IH

3000 Executive Pkwy #175
3000 Executive Pkwy #175
3000 Executive Pkwy #175

Sprinkler TI
Fire Alarm System TI
TI Group B Office

Approved IH
Approved IH
Approved IH



CODE OF HONOR
SCHOLARSHIP

International Code Council Foundation



The International Code Council Foundation

is proud to recognize

Rian Evitt

As a winner of our

District Match Scholarship

A handwritten signature in cursive script, reading "Richard P. Weiland".

Richard P. Weiland

ICC Foundation President & Chairman

A handwritten signature in cursive script, reading "Dominic Sims".

Dominic Sims

ICC Foundation Treasurer



Press Release

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

5/9/2010

FOR IMMEDIATE RELEASE

Subject : **Aircraft Down in Morgan Territory**

Contact : Christina Jamison
 Fire Marshal
 (925) 838-6681
 (925) 570-4444
 cjamison@srvfire.ca.gov

Contra Costa County, Morgan Territory, CA – The San Ramon Valley Fire Protection District responded to the unincorporated area of Contra Costa County near Morgan Territory Road and Highland Peak at approximately 10:50 a.m. to investigate the report of a small aircraft down. Fire crews discovered a crash site and two deceased.

A total of five units are on scene at this time including the Urban Search and Rescue Unit, one engine, a battalion chief and public information officer. Additional information will be reported when available.

The San Ramon Valley Fire Protection District service area encompasses approximately 155 square miles, covering the communities of Alamo, Blackhawk, the Town of Danville, Diablo, the City of San Ramon, the southern boundary of Morgan Territory and the Tassajara Valley, all located in Contra Costa County. The District has 185 full-time employees and 50 volunteers.

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SAN RAMON VALLEY FIRE PROTECTION DISTRICT
1500 BOLLINGER CANYON ROAD, SAN RAMON, CA 94583
(925) 838-6600 www.firedepartment.org

FOR IMMEDIATE RELEASE

Friday, May 14, 2010

Staff Contact:

Natalie Kurtz, Spokesperson

925-838-6689

nkurtz@srvfire.ca.gov

CFAI Accreditation Decision to be Streamed Live on District Website Today

A four-member peer assessment team consisting of fire professionals from around the country has been on site all week at the San Ramon Valley Fire Protection District. The team has conducted an evaluation of all aspects of District operations, one of the final steps in the District's endeavor to become a coveted internationally accredited agency by the Commission on Fire Accreditation International (CFAI).

The peer assessment team's accreditation findings will be announced today at 1PM in a Special Meeting of the District's Board of Directors. This announcement will be streamed live on the Fire Chief's blog at <http://blog.firedepartment.org/firechief>.

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FOR IMMEDIATE RELEASE

Friday, May 14, 2010

Staff Contact:

Natalie Kurtz, District Spokesperson
925-838-6689 Office
925-570-4103 Cell
nkurtz@srvfire.ca.gov

CFAI Peer Assessment Team Recommends Fire District

In a Special Meeting of the San Ramon Valley Fire Protection District's Board of Directors today, May 14, 2010, a peer assessment team of experienced fire professionals from across the country announced that the District will be recommended for international accreditation in August. The Commission on Fire Accreditation International (CFAI) will make the final decision in Chicago later this year, after the peer assessment team leader and District representatives present a candidacy report. Based on the report and presentation, the Commission will then grant, deny, or defer the accreditation.

During today's meeting, team leader Chief Wayne Senter from South Kitsap Fire and Rescues in Washington stated, "Accreditation is not a destination, it is a journey. Today is a milestone that started at San Ramon Valley Fire Protection District many years ago."

Accreditation is a comprehensive assessment and evaluation model for fire and emergency service organizations. The accreditation process helps to determine community risks and fire safety needs, evaluate the performance of the agency, and provides a method for continuous improvement. The Commission requires accredited agencies to continuously evolve and improve over time in order to maintain their accreditation.

After the meeting today, Fire Chief Richard Price stated, "I am very pleased with the compliments the District and its members received today from the peer assessment team. Nearly every member of this District participated in the accreditation process – some in small ways, and some in very large ways. This agency is committed to continuous improvement and increasing the public value of District services. I'm confident the District will achieve CFAI accredited agency status in Chicago."

If the Commission accepts the recommendation for accreditation during its August meeting, the San Ramon Valley Fire Protection District will be the first fire agency in Contra Costa County and the sixth in California to achieve this honor.

For additional background information and media files visit the Fire Chief's Accreditation Blog at <http://blog.firedepartment.org/firechief>.

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ADMINISTRATIVE SERVICES

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
Phone: 925-838-6600
Fax: 925-838-6629
www.firedepartment.org

1500 Bollinger Canyon Road
San Ramon, California 94583

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

MEMORANDUM

Date: June 23, 2010
To: Board of Directors
From: Robert Leete – Administrative Services Director
Subject: Monthly Activity Reports

Attached are the Administrative Services Department reports for the month of May, 2010.

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, 2010
To: Board of Directors
From: Robert Leete, Administrative Services Director
Subject: Retirement Calculation – S. Sancen-Bustos

Pursuant District Board of Directors' policy, staff requests the retirement calculation worksheet from the Contra Costa County Employees' Retirement Association for each San Ramon Valley Fire retiree. Attached is the retirement calculation worksheet for Sylvia Sancen-Bustos, Dispatcher. Ms. Sancen-Bustos retired effective January 29, 2010.

FINAL RETIREMENT CALCULATION

Last Name: Bustos-Sancen First Name: Sylvia MI: _____ Employee #: _____
 Care Of: _____ Emp SS#: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____ Birthdate: _____
 Member Date: 3/1/2002
 Retirement Date: 1/29/2010 Bridge Status: Pending

Tier	Prior Srv	Pickup	Redeposit	Pub. Srv.
Tier: 1	0.0000	0.0000	0.0000	0.0000
Tier: 2	7.0833	0.0000	0.0000	0.0000
Tier: 3	0.0000	0.0000	0.0000	0.0000
Tier: Safety	0.0000	0.0000	0.0000	0.0000

Max Vac Weeks 1 Yr Accrual	3	Max Vac Weeks 2 Yr Accrual	6
Monthly Salary - Include Management and Longevity Pay:			
4/1/08 3/31/2009	0.00		
see attached	0.00		
	0.00		
	0.00		
	0.00		
	0.00		
Pre Ventura 36 Month Total	36.00		281,248.90
4/1/08 3/31/2009	0.00		
see attached	0.00		
	0.00		
	0.00		
Pre Ventura 12 Month Total	12.00		102,105.48

Tier: 1
 Factor: 0.017420 Mo Red: _____
 Tier: 2
 Factor: 0.010100 Mo Red: 0.00734
 Tier: 3
 Factor: _____ Mo Red: _____
 Tier: Safety
 Factor: _____

Service Credit Tier 1	
4/1/2009	
03/01/2002	
Current Serv. =	7.0833
Add'l. Service:	0.0000
Total =	7.0833

	12 Month	36 Month	
SUBTOTAL FINAL COMPENSATION	\$ 102,105.48	\$ 281,248.90	
Holiday Pay:	\$ -	\$ -	Service Credit Tier 2
Differential-Type <u>Retro 3/10/08 for 7/07-1/08</u>	\$ -	\$ 4,537.20	
Differential-Type	\$ -	\$ -	
FINAL PRE-VENTURA TOTALS	\$ 102,105.48	\$ 285,786.10	Curr Serv. = 0.0000
			Add'l. Service: 7.0833
			Total = 7.08330
Vac. Sales Hrs: 0.00 (1yr) 0.00 (3yr) x hourly rate 0.000000	\$ -	\$ -	Service Credit Tier 3
Vac. P/O Hrs. 0.00 (1yr) 0.00 (3yr) x hourly rate 0.000000	\$ -	\$ -	
Pers. Hol. P/O Hrs. 0.00 (1yr) 0.00 (3yr) x hourly rate 0.000000	\$ -	\$ -	
Hol Comp P/O Hrs. 0.00 (1yr) 0.00 (3yr) x hourly rate 0.000000	\$ -	\$ -	
Grand Total Compensation:	\$ 102,105.48	\$ 285,786.10	Curr Serv. = 0.0000
Total Weeks in Terminal Pay 1 Yr: 0.0			Add'l. Service: 0
			Total = 0.0000
AVERAGE SALARY - ONE YEAR:	\$ 8,508.79		Service Credit Safety
AVERAGE SALARY - THREE YEARS:	\$ 7,938.50		

BASIC RETIREMENT ALLOWANCE					
Tier 1					Curr Serv = 0.0000
0.017420	X	\$ 8,508.79	X	7.0833	= \$ 1,049.91
0	X	7.0833	X		= \$ - \$ 1,049.91
Tier 2					Add'l. Service: 0
0.010100	X	\$ 7,938.50	X	7.0033	= \$ 567.93
0.00734	X	7.0833	X	941.00	= \$ 48.92 \$ 519.01
Tier 3					Total = 0.0000
0.000000	X	\$ 8,508.79	X	0.0000	= \$ -
0	X	0.0000	X	N/A	= \$ - \$ -
Safety					Sick Leave
0.000000	X	\$ 8,508.79	X	0.0000	= \$ - \$ -
Sick Leave					Hours = #hrs. /2000
0.000000	X	\$ 8,508.79	X	0.0000	= \$ -
0.000000	X	0.0000	X		= \$ - \$ -
TOTAL ALLOWANCE WITH SICK LEAVE					\$ 1,568.92

Date: 4/13/2010 Initials: jdavis Date: 4/14/10 corr SSA Initials: kd

Administrative Services Department
May, 2010

Financials

- Balance Sheet (May 31, 2010)
- 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:

- Accreditation
- Prepared Preliminary Budget
- Coordinated Board Budget Workshop Materials
- Attended "Establishing Sound Fiscal Policies" Webinar
- Presented New Travel Policy and Misc. Expense Policy at the Captains Meetings
- Attended California Society Municipal Finance Officers Legislative Update in Sacramento
- Continued Accounting Technician Cross-Training
- Assemble CCCERA Data
- Update OPEB Valuation Data

Human Resources:

- Captain's Test
- Taleo Performance Appraisal System - Transition/Finalization
- Wellness/Fitness Program Coordination/Assistance
- Chaplain Meeting
- Safety Committee Meeting
- CalPERS Deferred Compensation Meetings
- Coordinate Live Scan Process (EMT's)
- Update Excess Workers' Compensation Insurance Renewal

Employee Illness/Injury Report for May 2010

Reportable Injuries – May 2010:

1. May 19, 2010. A Captain experienced neck pain and numbness after reaching for materials off an engine. No Lost Time.

Note: As of May 31, 2010, there were two (2) employees absent from their regular work assignment. Lost time related to prior month/year injuries totaled 473.5 hours.

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
 CAPITAL PROJECTS FUND AND EQUIPMENT/VEHICLES FUND EXPENDITURES
 FISCAL YEAR 2009 - 2010
 JULY 1, 2009 - MAY 31, 2010

FISCAL YEAR COMPLETED - 92%								
DESCRIPTION	GL CODE	2006/2007 ACTUAL	2007/2008 ACTUAL	2008/2009 UNAUDITED	2009/2010 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
LAND	6103	\$0	\$0	\$0	\$0	\$250,000	(\$250,000)	
DESIGN/CONSTRUCTION	6105/6110	\$243,154	\$3,650,874	\$5,223,568	\$3,075,000	\$1,723,050	\$1,351,950	56%
VARIOUS IMPROVEMENTS	6120	\$186,794	\$44,994	\$86,887	\$516,300	\$224,489	\$291,811	43%
TOTAL CAPITAL PROJECTS (FUND 300)		\$431,948	\$3,695,868	\$5,310,455	\$3,591,300	\$2,197,539	\$1,393,761	61%
OFFICE EQUIP. & FURNISHINGS	6210	\$6,096	\$52,571	\$12,710	\$18,100	\$11,905	\$6,195	66%
MEDICAL/LAB EQUIPMENT	6220	\$91,490	\$148,962	\$0	\$8,000	\$11,397	(\$3,397)	142%
RADIO/ELECTRONIC EQUIPMENT	6230	\$87,768	\$0	\$229,498	\$417,000	\$217,836	\$199,164	52%
TOOLS & SUNDRY EQUIPMENT	6240	\$255,016	\$226,641	\$38,496	\$273,000	\$204,310	\$68,690	75%
AUTO & TRUCKS	6250	\$3,296,551	-\$1,129	\$46,305	\$3,828,500	\$454,023	\$3,374,477	12%
TOTAL EQUIPMENT/VEHICLES (FUND 600)		\$3,736,920	\$426,945	\$327,009	\$4,544,600	\$899,471	\$3,645,129	20%
BOND REDEMPTION - 2003 Refunding COP & 2006 COP	5310	\$1,098,808	\$1,329,961	\$1,328,704	\$1,330,979	\$1,330,978	\$1	100%
VEHICLE LEASE #1	5310	\$75,921	\$75,921	\$0	\$0	\$0	\$0	
VEHICLE LEASE #2	5310	\$329,497	\$329,498	\$329,497	\$329,498	\$329,498	\$0	100%
VEHICLE LEASE #3	5310	\$756,033	\$756,033	\$756,033	\$756,032	\$756,033	-\$1	100%
TOTAL DEBT SERVICE (FUND 200)		\$2,260,259	\$2,491,413	\$2,414,234	\$2,416,509	\$2,416,509	\$0	100%
SERVICES & SUPPLIES	5000	\$15,329	\$30,641	\$22,243	\$60,000	\$40,204	\$19,796	67%
TOTAL AGENCY FUND (FUND 700)		\$15,329	\$30,641	\$22,243	\$60,000	\$40,204	\$19,796	67%
TOTAL - CAPITAL, EQUIP, DEBT & AGENCY		\$6,444,456	\$6,644,867	\$8,073,941	\$10,612,409	\$5,553,723	\$5,058,686	52%

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
COMBINED BALANCE SHEET OF ALL FUND TYPES
MAY 31, 2010**

	GOVERNMENTAL FUND TYPES					AGENCY CERT PROGRAM Fund.- 700	ACCOUNT		GROUPS	
	Capital		Equipment/ Vehicles	General			Long-Term Debt		Totals	
	Debt Service Fund.- 200	Projects Fund.- 300	Fund.- 600	Fixed Assets Fund.- 800	General Fund.- 900		Fund.- 900	(Memo.Only)		
ASSETS										
Cash - Union Bank of California	\$ 202,528	\$ -	\$ -	\$ 35,083	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 237,611
Cash - Union Bank of California-Prem.@ 0.10%	3,740,190									3,740,190
Cash - UBC - Workers' Compensation	(12,122)									(12,122)
Cash - Comerica-Flex Spending	5,485									5,485
Petty Cash	400									400
Investments - LAIF @ 0.56%	34,009,459			2,669						34,012,128
Cash with Fiscal Agent (Note #1)		1,330,447								1,330,447
Accounts Receivable	73,714									73,714
Interest Receivable										-
Prepaid Expenses/Deposits	1,000									1,000
Land							7,105,802			7,105,802
Buildings & Improvements/Construction							24,333,163			24,333,163
Equipment							23,674,300			23,674,300
Accumulated Depreciation							(24,382,420)			(24,382,420)
Amount to be Provided for General										
Long Term Debt									20,115,600	20,115,600
Total Assets	\$ 38,020,654	\$ 1,330,447	\$ -	\$ 37,752	\$ -	\$ -	\$ 30,730,845	\$ 20,115,600	\$ -	\$ 90,235,298
LIABILITIES										
Accounts Payable	\$ 1,354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,354
Accrued Expenses	3,011,104									3,011,104
Deposits Payable	2,786									2,786
Long Term Debt:										
(1) Certificates of Participation									15,065,000	15,065,000
(2) Vehicle Lease									2,054,366	2,054,366
Claims Payable	5,485								1,145,444	1,150,929
Compensated Absences									1,850,790	1,850,790
Total Liabilities	3,020,729	-	-	-	-	-	-	20,115,600	-	23,136,329
FUND EQUITY										
Investment in General Fixed Assets							30,730,845			30,730,845
Reserved for Debt Service		1,330,447								1,330,447
Designated for Workers' Compensation	1,000,000									1,000,000
Designated for Dry Spell (Cash Flow)	23,008,427									23,008,427
Undesignated	10,991,498								37,752	11,029,250
Total Fund Balance	34,999,925	1,330,447	-	37,752	-	-	30,730,845	-	37,752	67,098,969
Total Liabilities and Fund Equity	\$ 38,020,654	\$ 1,330,447	\$ -	\$ 37,752	\$ -	\$ -	\$ 30,730,845	\$ 20,115,600	\$ -	\$ 90,235,298

Note 1 - US Bank:
Reserve Fund (COP 2003) Market Value \$730,568, Interest Rate 0.20% (Money Market Fund)
Lease Fund (COP 2003) Market Value \$5, Interest Rate 0.20% (Money Market Fund)
Reserve Fund (COP 2006) Market Value \$599,861, Interest Rate 0.20% (Money Market Fund)
Lease Fund (COP 2006) Market Value \$13, Interest Rate 0.23% (Money Market Fund)

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

Month	2005-06		2006-07		2007-08		2008-09		2009-10	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
July	198,493	3,700,845	220,615	4,259,268	206,857	4,051,393	409,494	4,731,355	247,304	4,758,259
August	201,004	2,970,815	296,654	3,274,027	309,023	3,934,582	215,934	4,086,942	222,953	3,806,559
September	4,859,809	3,607,619	486,663	3,487,349	561,478	3,731,470	367,546	4,339,978	296,640	4,728,793
October	1,558,737	3,202,398	542,471	3,557,605	1,640,500	4,066,860	2,483,697	4,137,431	1,955,619	3,664,748
November	176,335	3,236,093	1,689,992	3,549,374	312,547	3,648,147	165,281	4,058,659	228,442	3,778,804
December	22,459,669	3,290,276	24,981,792	3,622,509	24,595,524	3,757,596	27,327,550	4,162,810	26,486,066	4,293,444
January	180,566	3,069,591	408,114	3,286,521	3,484,808	4,039,456	437,643	4,026,715	2,231,614	3,813,140
February	190,286	3,464,287	272,420	3,519,689	154,599	4,573,322	234,858	4,284,220	253,553	3,865,360
March	9,890,976	3,173,650	619,867	3,487,574	219,862	4,638,451	358,150	4,551,611	263,343	4,094,246
April	16,133,414	3,283,125	18,178,615	3,680,317	18,767,904	3,751,889	19,725,844	4,110,947	14,980,947	3,933,954
May	399,640	3,379,036	232,490	3,457,733	197,558	4,210,272	315,047	3,773,572	2,319,553	4,064,248
June	4,152,484	3,589,770	5,437,965	3,697,713	3,677,543	4,615,870	3,892,839	8,012,065		

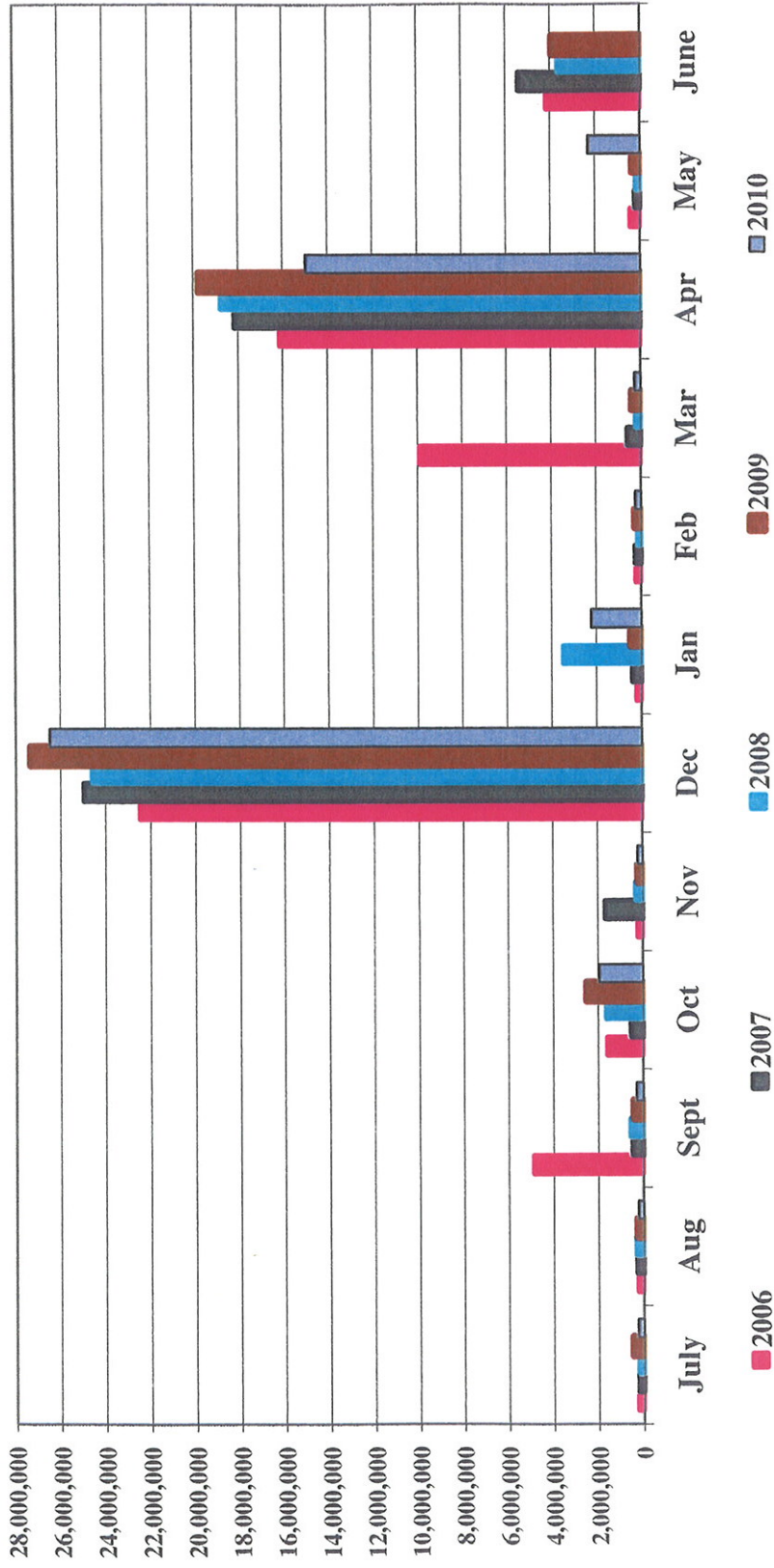
SAN RAMON VALLEY FIRE PROTECTION DISTRICT
GENERAL FUND EXPENDITURES
FISCAL YEAR 2009/2010
JULY 1, 2009 - MAY 31, 2010

FISCAL YEAR COMPLETED - 92%								
DESCRIPTION	GL CODE	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 UNAUDITED	2009-2010 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
PERMANENT SALARIES	5110	\$19,566,915	\$20,695,453	\$21,913,062	\$22,485,815	\$20,168,862	\$2,316,953	89.70%
TEMPORARY SALARIES	5115	\$146,100	\$331,684	\$280,606	\$240,572	\$206,251	\$34,321	85.73%
PERMANENT OVERTIME	5120	\$2,748,451	\$5,011,294	\$5,126,576	\$4,071,766	\$4,164,746	(\$92,980)	102.28%
FEDERAL INSURANCE COMPENSATION	5140	\$303,468	\$367,385	\$384,599	\$325,815	\$347,519	(\$21,704)	106.66%
RETIREMENT CONTRIBUTIONS	5150	\$10,846,542	\$11,992,084	\$12,613,117	\$12,869,952	\$10,693,525	\$2,176,427	83.09%
EMPLOYEE GROUP INSURANCE	5160	\$3,208,278	\$3,309,643	\$3,537,064	\$4,206,895	\$3,438,056	\$768,839	81.72%
RETIREE HEALTH INSURANCE	5170	\$1,108,056	\$1,214,235	\$4,633,235	\$1,400,000	\$1,131,971	\$268,029	80.86%
UNEMPLOYMENT INSURANCE	5180	\$0	\$10,350	\$1,814	\$5,000	\$29,318	(\$24,318)	585.36%
WORKERS' COMPENSATION INS.	5190	\$299,980	\$427,880	\$601,711	\$600,000	\$553,148	\$46,852	92.19%
TOTAL SALARIES AND BENEFITS	5100	\$38,227,789	\$43,359,988	\$49,091,784	\$46,205,815	\$40,733,396	\$5,472,419	88.16%
OFFICE SUPPLIES	5202	\$52,883	\$42,987	\$44,889	\$48,250	\$39,194	\$9,056	81.23%
POSTAGE	5204	\$11,686	\$15,134	\$9,856	\$10,950	\$8,961	\$1,989	81.84%
TELECOMMUNICATIONS	5206	\$204,034	\$212,153	\$207,367	\$233,800	\$168,964	\$66,836	71.41%
UTILITIES	5208	\$252,334	\$246,082	\$296,585	\$252,000	\$262,189	(\$10,189)	104.04%
SMALL TOOLS/EQUIPMENT	5210	\$257,018	\$269,106	\$163,210	\$139,250	\$115,940	\$23,310	83.26%
MISCELLANEOUS SUPPLIES	5212	\$121,700	\$156,122	\$152,082	\$110,570	\$139,266	(\$28,696)	125.95%
MEDICAL SUPPLIES	5213	\$147,583	\$131,141	\$119,740	\$130,000	\$102,738	\$27,262	79.03%
FIREFIGHTING SUPPLIES	5214	\$173,075	\$155,547	\$131,770	\$97,000	\$128,884	(\$31,884)	132.87%
PHARMACEUTICAL SUPPLIES	5216	\$39,335	\$29,890	\$28,855	\$45,000	\$32,224	\$12,776	71.61%
COMPUTER SUPPLIES	5218	\$133,249	\$118,144	\$57,476	\$56,250	\$37,160	\$19,090	66.06%
RADIO EQUIPMENT & SUPPLIES	5219	\$104,414	\$121,670	\$89,623	\$50,000	\$45,717	\$4,283	91.43%
FILM PROCESSING/SUPPLIES	5220	\$1,168	\$1,697	\$7,115	\$900	\$741	\$159	82.33%
FOOD SUPPLIES	5222	\$15,786	\$22,182	\$24,542	\$27,346	\$18,260	\$9,086	66.77%
SAFETY CLOTHING/SUPPLIES	5224	\$115,508	\$267,904	\$167,266	\$142,250	\$117,118	\$25,132	82.33%
NON-SAFETY CLOTHING/SUPPLIES	5226	\$59,040	\$81,562	\$67,281	\$86,810	\$35,336	\$51,474	40.70%
HOUSEHOLD SUPPLIES	5228	\$46,328	\$48,555	\$65,113	\$40,000	\$38,311	\$3,689	90.78%
CENTRAL GARAGE - REPAIRS	5230	\$112,758	\$133,351	\$104,065	\$120,000	\$85,584	\$34,416	71.32%
CENTRAL GARAGE - MAINTENANCE	5231	\$12,717	\$17,004	\$12,509	\$36,500	\$11,012	\$25,488	30.17%
CENTRAL GARAGE - GAS, DIESEL & OIL	5232	\$162,458	\$178,570	\$169,675	\$173,700	\$152,956	\$20,744	88.06%
CENTRAL GARAGE - TIRES	5234	\$20,340	\$21,220	\$16,670	\$22,000	\$33,653	(\$11,653)	152.97%
CENTRAL GARAGE - MANDATED INSP.	5235	\$9,800	\$5,857	\$6,568	\$10,000	\$7,745	\$2,255	77.45%
MAINT./REPAIRS - EQUIPMENT	5236	\$102,011	\$142,399	\$135,552	\$129,250	\$84,004	\$45,246	64.99%
MAINT./REPAIRS - RADIO & ELECTRONIC	5238	\$329,920	\$551,378	\$285,978	\$347,270	\$286,817	\$60,453	82.59%
MAINT./REPAIRS - BUILDINGS	5240	\$221,347	\$413,688	\$257,526	\$173,900	\$202,834	(\$28,934)	116.64%
MAINT./REPAIRS - GROUNDS	5242	\$51,561	\$58,335	\$61,873	\$53,500	\$42,250	\$11,250	78.97%
RENTS & LEASES-EQUIP./PROPERTY	5246	\$77,118	\$92,234	\$56,753	\$75,500	\$51,011	\$24,489	67.56%
PROFESSIONAL/SPECIALIZED SERVICES	5250	\$675,430	\$809,091	\$960,219	\$817,240	\$592,822	\$224,418	72.54%
RECRUITING COSTS	5251	\$60,281	\$78,806	\$109,023	\$95,670	\$43,245	\$52,425	45.20%
LEGAL SERVICES	5252	\$118,100	\$163,378	\$192,639	\$180,000	\$203,842	(\$23,842)	113.25%
MEDICAL SERVICES	5254	\$70,549	\$73,941	\$83,483	\$95,350	\$93,603	\$1,747	98.17%
DATA PROCESSING SERVICES	5256	\$258	\$221	\$78	\$500	\$70	\$430	14.00%
COMMUNICATIONS SERVICES	5258	\$1,669	\$3,399	\$4,017	\$4,200	\$3,144	\$1,056	74.86%
DOCUMENT MANAGEMENT SERVICES	5260	\$2,177	\$1,477	\$17,222	\$5,000	\$510	\$4,490	10.20%
ELECTION SERVICES	5262	\$49,267	\$0	\$119,616	\$0	\$0	\$0	
INSURANCE SERVICES	5264	\$574,876	\$536,487	\$502,508	\$515,000	\$481,274	\$33,726	93.45%
PUBLICATION OF LEGAL NOTICES	5270	\$964	\$1,349	\$2,248	\$3,500	\$878	\$2,622	25.09%
SPECIALIZED PRINTING	5272	\$20,263	\$66,752	\$90,040	\$78,330	\$53,922	\$24,408	68.84%
MEMBERSHIPS	5274	\$35,734	\$44,639	\$54,857	\$56,520	\$48,014	\$8,506	84.95%
EDUCATIONAL COURSES/SUPPLIES	5276	\$119,452	\$151,734	\$126,998	\$218,220	\$131,912	\$86,308	60.45%
EDUCATIONAL ASSISTANCE PROGRAM	5277	\$25,326	\$27,515	\$30,389	\$26,800	\$27,263	(\$463)	101.73%
PUBLIC EDUCATIONAL SUPPLIES	5278	\$17,502	\$24,931	\$18,788	\$17,345	\$21,081	(\$3,736)	121.54%
BOOKS & PERIODICALS	5280	\$17,740	\$27,333	\$16,425	\$32,530	\$17,308	\$15,222	53.21%
RECOGNITION SUPPLIES	5282	\$28,844	\$26,545	\$8,110	\$15,500	\$4,457	\$11,043	28.75%
MEETINGS/TRAVEL EXPENSES	5284	\$74,517	\$109,492	\$108,014	\$158,865	\$99,945	\$58,920	62.91%
OTHER	5286	\$0	\$0	\$0	\$363,955	\$0	\$363,955	0.00%
DISCOUNTS	5299	(\$191)	(\$77)	(\$90)	\$0	\$0	\$0	0.00%
GRANT PASS-THROUGH	5920	\$56,677	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL SERVICES AND SUPPLIES	5200	\$4,784,606	\$5,660,984	\$5,184,521	\$5,296,521	\$4,068,159	\$1,228,362	76.81%
TOTAL G/F OPERATING EXPENDITURES		\$43,012,396	\$49,020,972	\$54,276,305	\$51,502,336	\$44,801,555	\$6,700,781	86.99%

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
REVENUES (ALL FUNDS)
FISCAL YEAR 2009/2010
JULY 1, 2009 - MAY 31, 2010**

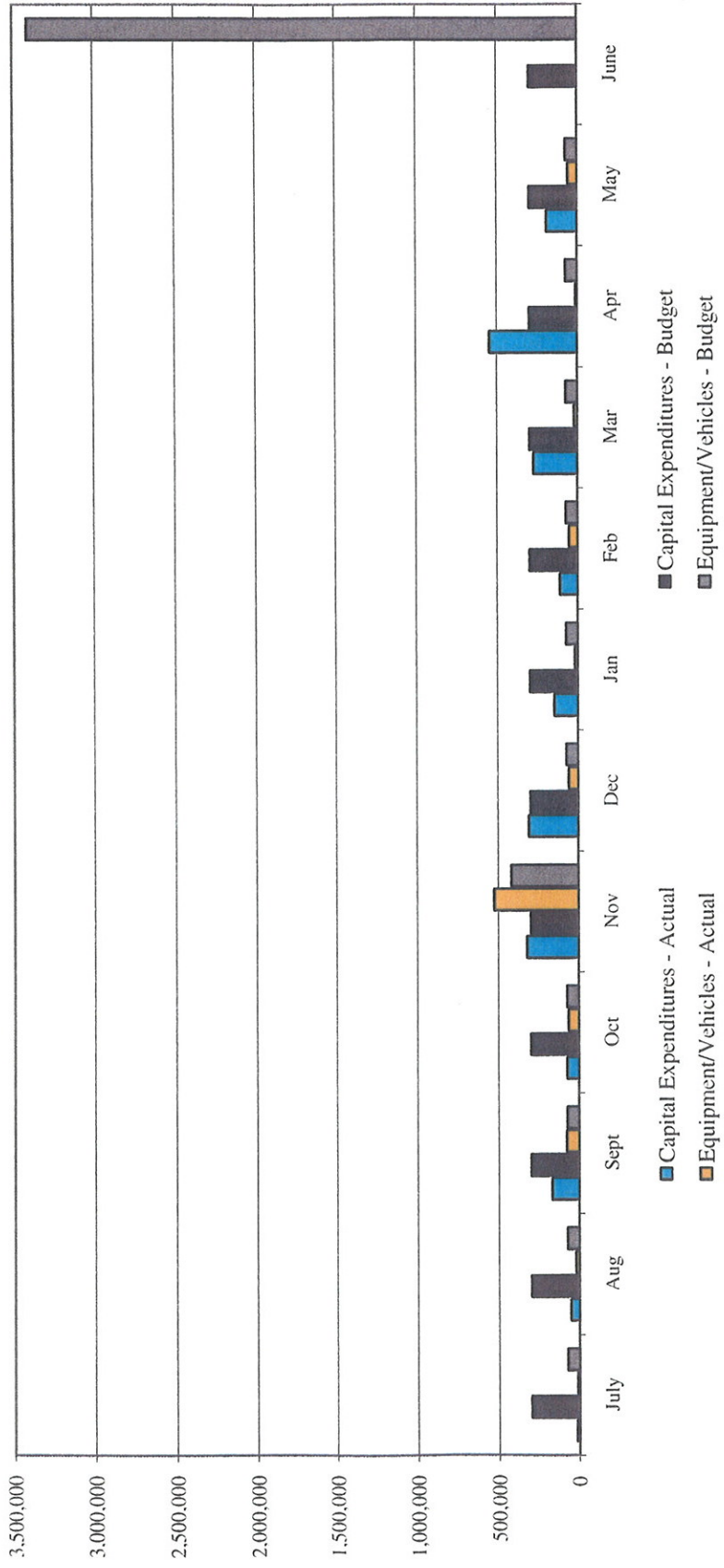
GL CODE	DESCRIPTION	2006/2007 AUDITED REVENUE	2007/2008 AUDITED REVENUE	2008/2009 UNAUDITED REVENUE	2009/2010 ESTIMATED REVENUE	2009/2010 REALIZED REVENUE
4100	TAXES					
4110	PROPERTY TAXES - CURRENT SECURED	\$44,440,740	\$48,301,244	\$49,793,169	\$51,275,860	\$46,401,387
4120	PROPERTY TAXES - SUPPLEMENTAL	\$3,135,904	\$1,277,576	\$978,218	\$100,000	\$182,402
4130	PROPERTY TAXES - UTILITIES (Unitary)	\$608,146	\$679,868	\$710,831	\$732,532	\$722,513
4140	PROPERTY TAXES - CURRENT UNSECURED	\$1,388,523	\$1,483,621	\$1,593,394	\$1,501,301	\$1,622,620
4145	HOMEOWNERS PROPERTY TAX RELIEF	\$503,469	\$502,776	\$514,864	\$260,895	\$269,108
4150	LESS TAXES RETURNED TO COUNTY	(\$1,232,437)	(\$1,558,586)	(\$1,558,586)	(\$1,605,344)	(\$1,412,883)
4160	LESS COUNTY TAX ADMINISTRATION	(\$346,184)	(\$462,517)	(\$558,980)	(\$575,490)	(\$547,156)
4170	PROPERTY TAXES - PRIOR SECURED	\$13,609	(\$411,770)	(\$6,574)	(\$10,000)	(\$339,632)
4180	PROPERTY TAXES - PRIOR SUPPLEMENTAL	(\$6,744)	(\$117,662)	(\$151,486)	(\$5,000)	(\$393,227)
4190	PROPERTY TAXES - PRIOR UNSECURED	\$43,743	\$34,661	\$21,142	\$25,000	\$9,913
		\$48,521,551	\$49,729,211	\$51,335,992	\$51,699,754	\$46,515,045
4200	INTERGOVERNMENTAL REVENUE					
4220	MEASURE "H"	\$182,227	\$19,787	\$19,787	\$91,087	\$0
4230	SB-90 MANDATED COSTS	\$59,251	\$0	\$18,509	\$5,000	\$14,847
4240	MISCELLANEOUS STATE AID/GRANTS	\$487,320	\$759,633	\$1,163,281	\$350,000	\$309,198
4250	OTHER INTERGOVERNMENTAL REVENUE	\$2,734	\$28,354	\$168,377	\$32,000	\$42,000
		\$731,532	\$807,774	\$1,369,954	\$478,087	\$366,045
4300	CHARGES FOR SERVICE					
4310	INSPECTION FEES	\$24,674	\$35,492	\$32,721	\$30,000	\$39,691
4315	PLAN REVIEW	\$193,564	\$186,762	\$140,363	\$162,843	\$107,053
4320	WEED ABATEMENT CHARGES	\$5,893	\$6,682	\$8,130	\$4,500	\$8,284
4330	AMBULANCE SERVICES	\$1,896,017	\$1,924,268	\$2,314,570	\$2,351,610	\$2,159,207
4340	CPR CLASSES	\$2,625	\$1,450	\$1,899	\$1,500	\$2,028
4350	REPORTS/PHOTOCOPIES	\$1,618	\$1,426	\$2,143	\$1,500	\$1,641
4360	MISCELLANEOUS CURRENT SERVICES	\$4,250	\$1,373	\$0	\$0	\$0
		\$2,128,641	\$2,157,453	\$2,499,826	\$2,551,953	\$2,317,904
4400	USE OF MONEY & PROPERTY					
4410	INVESTMENT EARNINGS	\$1,789,342	\$1,723,008	\$638,353	\$508,400	\$149,847
		\$1,789,342	\$1,723,008	\$638,353	\$508,400	\$149,847
4500	RENTS, ROYALTIES AND COMMISSIONS					
4510	RENT ON REAL ESTATE	\$132,366	\$139,557	\$157,865	\$147,800	\$135,673
		\$132,366	\$139,557	\$157,865	\$147,800	\$135,673
4600	OTHER REVENUE					
4610	DONATIONS/CONTRIBUTIONS	\$2,095	\$726	\$470	\$0	\$1,500
4620	SALE OF PROPERTY	\$460	\$0	\$0	\$0	\$19,348
4630	INDEMNIFYING PROCEEDS	\$19,425	\$0	\$0	\$0	\$0
4640	MISCELLANEOUS REVENUE	\$0	\$43,923	\$25,424	\$0	\$38,897
		\$21,980	\$44,649	\$25,894	\$0	\$59,745
4900	OTHER FINANCING SOURCES					
4910	DEBT PROCEEDS - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$6,763,500	\$0
		\$0	\$0	\$0	\$6,763,500	\$0
	REVENUE TOTAL	\$53,325,412	\$54,601,652	\$56,027,884	\$62,149,494	\$49,544,259

**GENERAL FUND REVENUE
FISCAL YEARS 2006 - 2010**

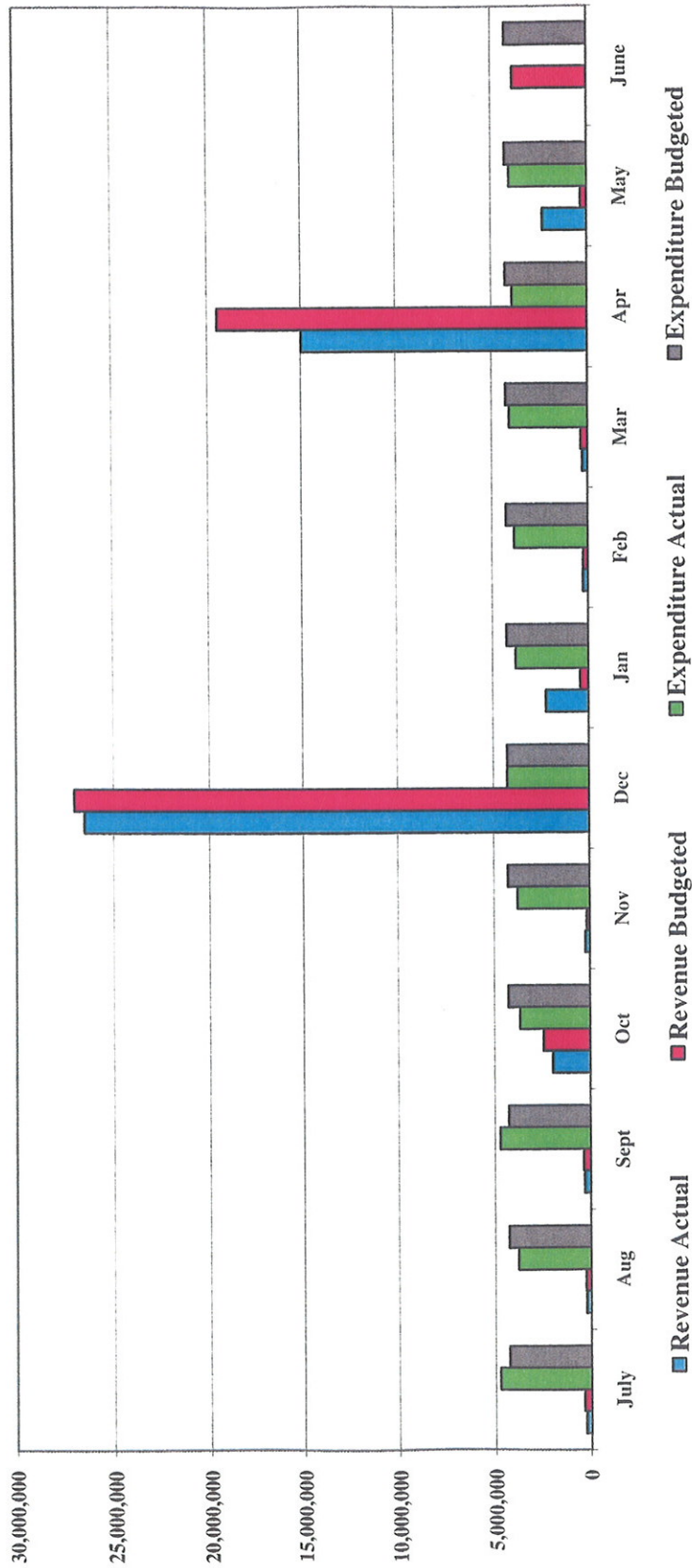


CAPITAL & EQUIPMENT/VEHICLES FUNDS

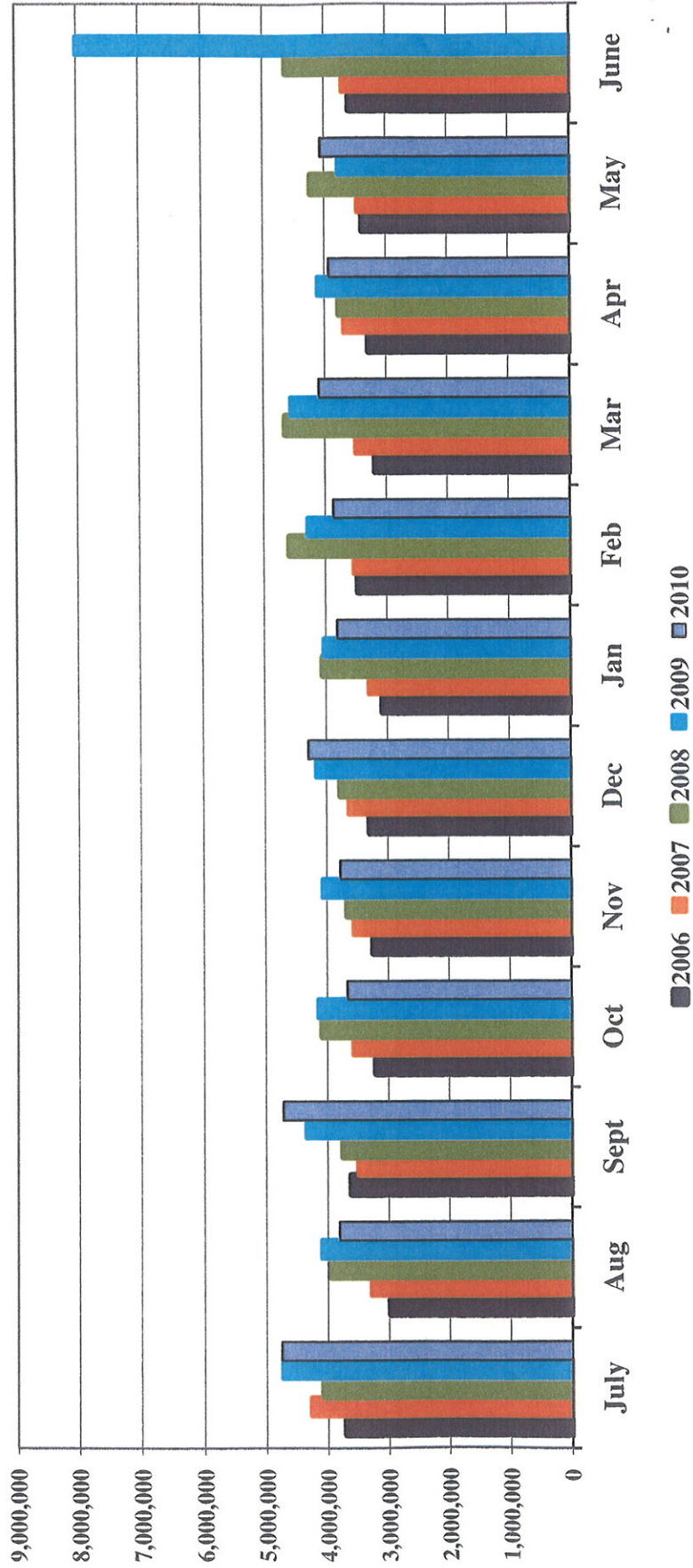
COMPARISON OF ACTUAL TO BUDGET FISCAL YEAR 2009-2010



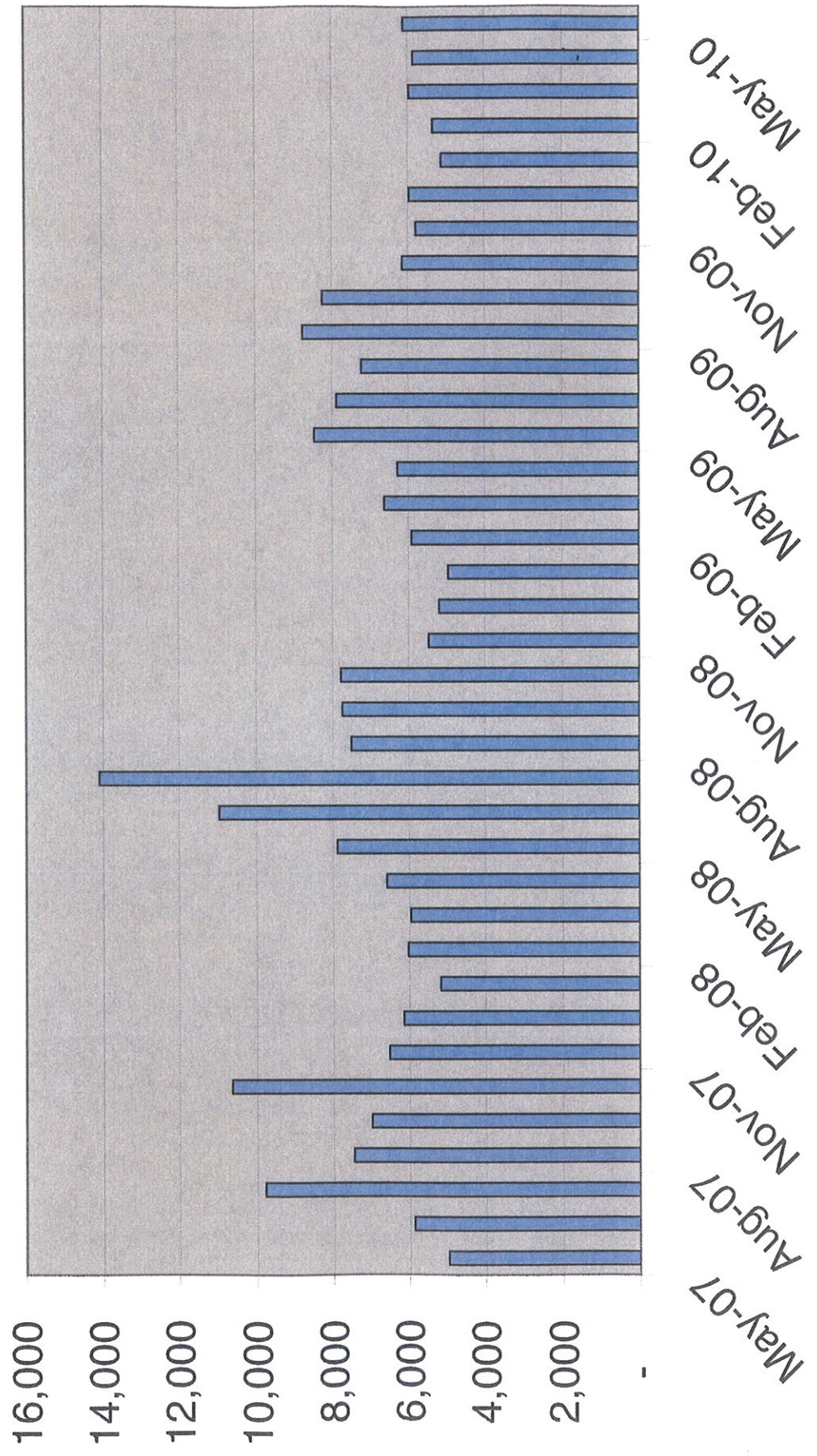
GENERAL FUND
COMPARISON OF ACTUAL TO BUDGETED
FISCAL YEAR 2009-10



**GENERAL FUND EXPENDITURES
FISCAL YEARS 2006 - 2010**



Total Overtime Hours by Month May 2007 - May 2010



Overtime Assignment Summary Report

5/1/2010 Through 5/31/2010

WORK CODE: 1 STAFFING

ASSIGNMENT		Time Worked	Time Paid
101	HOLD OVER FOR CALL	13.50	15.50
103	MISC. STAFFING COVE	5002.17	5002.75
107	LATE/STA. MOVE COVE	4.33	7.50
Total All Assignments This Work Type:		5,020.00	5,025.75

WORK CODE: 2 TRAINING

ASSIGNMENT		Time Worked	Time Paid
201	OPERATIONS TRAINING	90.75	90.75
204	EMS TRNG/INSTRUCTIO	24.00	24.00
209	RESCUE TRAINING	88.75	88.75
210	HAZ-MAT TRAINING	75.17	75.25
214	PARAMEDIC - CONT ED	8.00	8.00
216	EMD/DISPATCH TRAINI	121.67	121.75
Total All Assignments This Work Type:		408.34	408.50

Overtime Assignment Summary Report

5/1/2010 Through 5/31/2010

WORK CODE: 3**ASSIGNMENTS**

ASSIGNMENT	Time Worked	Time Paid
301 MEETINGS/PROJECT DE	422.42	422.50
302 OFC WORK/REPORT WR	1.25	1.25
306 WELLNESS PROGRAM	2.00	2.00
313 HONOR GUARD	7.50	7.50
315 RECRUITMENT INTERN	9.50	9.50
317 RECRUITMENT EXTER	23.00	23.00
320 PUBLIC EVENTS	64.50	64.50
340 PROJECT WORK	140.25	140.25
Total All Assignments This Work Type:	670.42	670.50

WORK CODE: 7**EMERGENCY**

ASSIGNMENT	Time Worked	Time Paid
700 EMERGENCY RECALL	5.25	5.25
720 FIRE INVESTIGATION	.50	1.00
Total All Assignments This Work Type:	5.75	6.25

Report Grand Total:	6,104.51	6,111.00
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Overtime Summary Report

5/1/2010 Through 5/31/2010

WORK CODE:

Time Paid

1	STAFFING	5,025.75
2	TRAINING	408.50
3	ASSIGNMENTS	670.50
7	EMERGENCY	6.25
	Report Grand Total:	6,111.00

MAY 2010 Staffing/Overtime Analysis

	Staffing OT \$	Staffing OT Hrs	Staffing OT FTE	Paid FTE	Total Effective FTE	See Note 1
ACTUAL MAY RESULTS	\$ 268,872	4,538.25	18.70	130.00	148.70	15.27%
PROJECTED MAY						
HIRING IN PLACE OF OVERTIME	\$ 319,736	4,538.25				
NET SAVINGS						
OVERTIME IN PLACE OF HIRING	\$ 50,864					

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.)