

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Wednesday, January 23, 2013 – 7:00 p.m.

*Gordon Dakin, Director ~ H. Jay Kerr, Director ~ Jennifer Price, Director
Matthew J. Stamey, Director ~ Glenn Umont, 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 - Boardroom
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. 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 (3) minutes for any person addressing the Board. Please complete a "Request to Speak" form and submit it to the District Clerk.

- 5. 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. Comments may be limited to three (3) minutes.

- 5.1 Approve the salaries, payroll taxes and retirement contributions for the month of December, 2012 in the amount of \$3,530,328.10.
- 5.2 Approve the demand register for the period December 10, 2012 through January 11, 2013, in the amount of \$2,321,045.25.
- 5.3 Approve the minutes from the December 19, 2012 Financing Corporation meeting, and the regular Board meeting, including District Counsel's closed session report.
- 5.4 Authorization for approval of payment to PG & E in the amount of \$33,197.88 for gas and electric distribution and service for the new Station 32.
- 5.5 Authorization for approval of payment to LCA Architects for architectural services for Station 32 in the amount of \$29,219.94.
- 5.6 Receive Quarterly Investment Report for the period October 1, 2012-December 31, 2012.
- 5.7 Receive Fourth Quarter 2012 Pension and Retirement Related Legislation Report.

5.8 Personnel Actions:

1. Approve staff's recommendation to promote Clinton Pruett from FF/PM, Step 5, to Captain, Step 2, effective December 16, 2012.
2. Approve staff's recommendation to promote Robbie Fouts from ENG/PM, Step 5, to Captain, Step 4, effective December 24, 2012.
3. Approve staff's recommendation to promote John Bahorski from FF/PM, Step 5 to Captain, Step 2, effective December 24, 2012.
4. Approve staff's recommendation to move Assistant Chief Barton from Step 4 to Interim Fire Chief, (AC-Ops, Step 5), plus 5% Acting Pay, effective January 1, 2013.
5. Approve staff's recommendation to hire FF/PM: Michael Armario-Lyons, Ryan Bock-Willmes, Christopher Conley, Anthony Romero, and Christopher Stevenson at Step 1, effective January 1, 2013 subject to an 18-month probationary period.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Badge Pinning Ceremony for: Battalion Chief Phares; Captains Fouts, Bahorski, Pruett, Aguiar, O'Dwyer, Falkenstrom, Rossen, Mohun, Sauve, Sinclear; Engineers Sparkes and Balch.
- 6.2 Announcement of Standing Committee Assignments for 2013 by Board President Stamey.
- 6.3 Proclamation recognizing February, 2013 as American Heart Month.

at this time in the meeting, the Board will take a 10-minute break

7. OLD BUSINESS

- 7.1 Discussion regarding District 2012/13 Budget (monthly on-going and periodic review).
- 7.2 Discussion and Recommendation for Selection of Firm to Complete Facilities, Fleet and Equipment Reserve Study.
- 7.3 Discussion and Recommendation regarding District staff replacement on Redevelopment Successor Agency Oversight Board for the City of San Ramon and the Town of Danville.

8. NEW BUSINESS

- 8.1 Approval of Resolution No. 2013-01 Designating the Fire Chief of the District as Treasurer.
- 8.2 Presentation of Mid-Year Budget review and Long Term Forecast.
- 8.3 Discussion and selection of date for May Board Budget Workshop.
- 8.4 Discussion and recommendation for award of ambulance bid for the purchase of three ambulances from Leader Industries in the amount of \$627,388.31.

- 8.5 Discussion and recommendation for award of command vehicle bid for the purchase of two Ford F 150 trucks from Towne Ford in the amount of \$73,024.00; and purchase of one Ford F250 truck from The Ford Store in the amount of \$50,367.00.
- 8.6 Discussion and recommendation to declare District Vehicle No. 336 as surplus.
- 8.7 Discussion and possible approval to fill the vacancy of Emergency Medical Services Specialist.
- 8.8 Discussion regarding procedures for Board meeting agenda process.
- 8.9 Discussion regarding process for administering exit interviews in the District.
- 8.10 Status report regarding hiring of new District Chief and possible consideration of an employment agreement for that position.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR DECEMBER, 2012

- 10.1 Operations/Training Division/Special Operations-Interim Chief Barton
Standards of Cover Policy Compliance Report.
- 10.2 Support Services-Interim Chief Barton
Support Services Report of monthly activities.
- 10.3 Fire Prevention – Fire Marshal Kiefer
Fire Prevention Report of monthly activities.
- 10.4 Administrative Services – Administrative Services Director Leete
 - a). Monthly Finance Activities/Reports
 - b). Monthly Human Resources Activities/Reports
- 10.5 Fire Chief – Interim Chief Barton
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

11. GOOD OF THE ORDER

12. CLOSED SESSION

- 12.1 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)].
- 12.2 Conference with District Counsel – Potential Litigation
Possible exposure to litigation (one matter). [Pursuant to Government Code §54956.9(b)(2) and 54954.5(c)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code§54956.9(b)(3)(A)].
- 12.3 Existing litigation: City of Brentwood, et al v. Robert Campbell, in his Official Capacity of Auditor Controller of Contra Costa County, et al, Contra Costa Superior Court Case No. N11-1029.

- 12.4 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV1100022, dated 9/18/10; Anthony Simi vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(b)].
- 12.5 Personnel Matter: Discussion Regarding Fire Chief Position [Authorized under Government Code §54954(e) and 54957.6].

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT TO A SPECIAL BOARD WORKSHOP SCHEDULED FOR THURSDAY, JANUARY 31, 2013 AT 10:00 A.M. AND THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, FEBRUARY 27, 2013 AT 7:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on January 17, 2013 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: 925-838-6696

MEMORANDUM

Date: January 23, 2013

To: Board of Directors

From: Robert Leete, Administrative Services Director
Gloriann Sasser, Finance Supervisor

Subject: Approval of Payment to PG&E for Gas and Electric Distribution and Service for New Station 32

Section 5.3 of District Ordinance 20 requires that purchases in excess of \$25,000 have specific approval of the Board of Directors. The following purchase requires such authorization.

Background

The District applied to PG & E for gas and electric distribution and service for the new Station 32. Payment is now required in the amount of \$33,197.88. Appropriations are available for this expenditure.

Recommended Action

Staff recommends the Board approve payment to PG&E in the amount not to exceed \$33,197.88.

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: January 23, 2013
To: Board of Directors
From: Robert Leete, Administrative Services Director
Gloriann Sasser, Finance Supervisor
Subject: LCA Architects Approval of Payment for Architectural Services for Station 32

Section 5.3 of District Ordinance 20 requires that purchases in excess of \$25,000 have specific approval of the Board of Directors. The following purchase requires such authorization.

Background

In July 2012 the Board approved a contract with LCA Architects for architectural services for the preparation of design and construction documents for Station 32. Per the terms of the contract, the District is required to pay for work completed through November 2012 in the amount of \$29,219.94.

Recommended Action

Staff recommends the Board approve payment to LCA Architects for architectural services for Station 32 in the amount of \$29,219.94.

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: 925-838-6609

MEMORANDUM

Date: January 23, 2013
To: Board of Directors
From: Robert Leete, Administrative Services Director
Subject: District Investment Policy – Quarterly Review

Background

Pursuant to Section 5.3 of the District's Investment Policy, staff is required to present a quarterly report of investments to the Board of Directors. The quarterly report for the period October 1, 2012 – December 31, 2012 is attached. The investments held on behalf of the District are in compliance with the District's investment policy.

Also attached are the quarterly statements for the District's California Employers' Retiree Benefit Trust account. The purpose of this trust fund is to set-aside funds to pay for health care benefits for retired employees. These investments are in a pooled fund managed by Cal PERS.

Recommendation

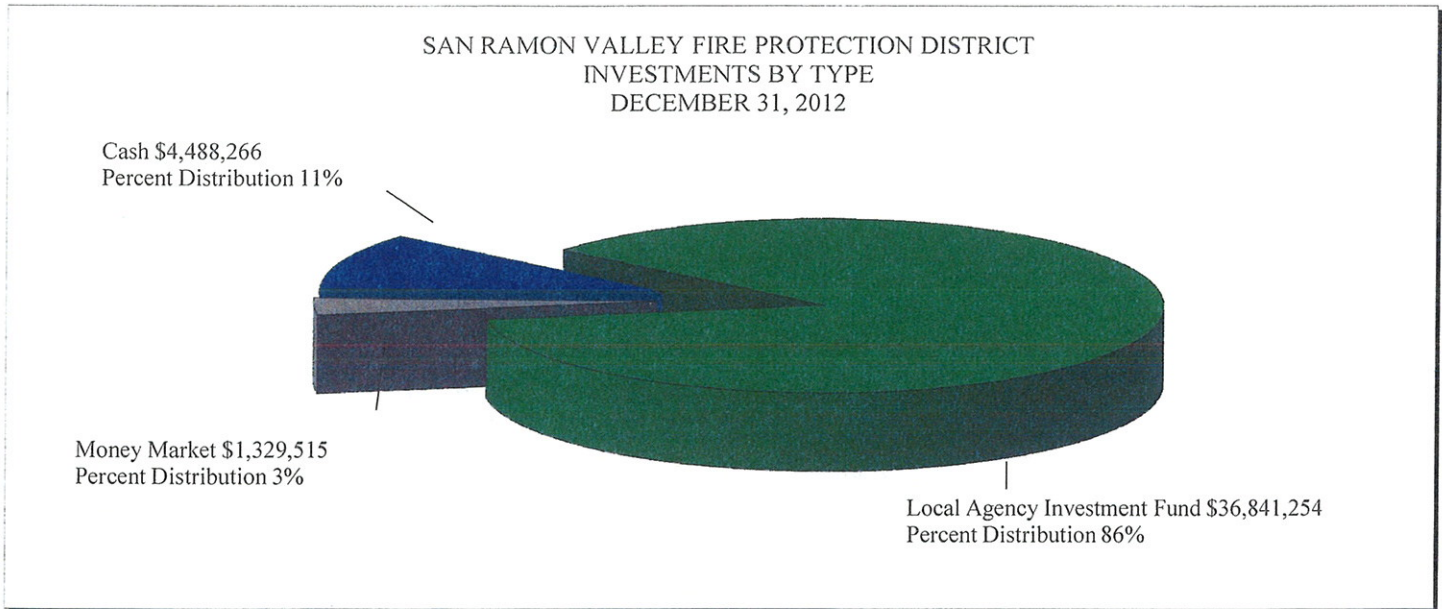
Staff recommends that the Board review and receive the quarterly investment report for the period October 1, 2012 – December 31, 2012 and review and receive the California Employers' Retiree Benefit Trust Statement for the Quarter Ended September 30, 2012.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
INVESTMENT REPORT
DECEMBER 31, 2012**

| Type of Investment | Financial Institution | Date of Maturity | Par Value/ Original | Market Value | Rate of Interest | Fiscal Year-to-Date Income |
|------------------------------|---|------------------|---------------------|---------------------|------------------|----------------------------|
| Cash | Bank of the West | N/A | 432,377 | 432,377 | 0.00% | 0 |
| Cash | Bank of the West - CERT Funds | N/A | 57,577 | 57,577 | 0.00% | 0 |
| Cash | Bank of the West - Money Market | N/A | 3,998,312 | 3,998,312 | 0.10% | 839 |
| Local Agency Investment Fund | Local Agency Investment Fund | N/A | 36,837,984 | 36,879,509 | 0.32% | 43,939 |
| Local Agency Investment Fund | Local Agency Investment Fund CERT Funds | N/A | 3,270 | 3,274 | 0.32% | 112 |
| Money Market | U.S. Bank Money Market Deposit Account | N/A | 1,329,515 | 1,329,515 | 0.04% | 274 |
| Total | | | \$42,659,035 | \$42,700,564 | | \$45,164 |

Average weighted yield 0.29%
Total return 0.38%

Market values obtained from monthly statements issued by Bank of the West and U.S. Bank.



The District has sufficient funds available to meet the next six months of financial obligations.

The December 2012 investments are in accordance with the District adopted investment policy.

Gloriann Sasser

 Gloriann Sasser
 Finance Supervisor

11/16/2013

 Date

Robert Leete

 Robert Leete
 Administrative Services Director

1/16/13

 Date

San Ramon Valley Fire Protection District
 CERBT Strategy I
 Entity #: SICB0-6056948863
 Quarter Ended September 30, 2012



Market Value Summary:

| | QTD Current Period | Fiscal Year to Date |
|---------------------|-----------------------|------------------------|
| Beginning Balance | \$5,052,382.14 | \$5,052,382.14 |
| Contribution | 0.00 | 0.00 |
| Distribution | 0.00 | 0.00 |
| Transfer IN | 0.00 | 0.00 |
| Transfer Out | 0.00 | 0.00 |
| Investment Earnings | 302,146.57 | 302,146.57 |
| Admin Expense | (1,969.27) | (1,969.27) |
| Other | 0.00 | 0.00 |
| Ending Balance | \$5,352,559.44 | \$5,352,559.44 |
| YTD Accrual | 0.00 | 0.00 |
| Grand Total | \$5,352,559.44 | \$5,352,559.44 |

Unit Value Summary:

| | QTD Current Period | Fiscal Year to Date |
|-----------------------------------|-----------------------|------------------------|
| Beginning Units | 505,075.017 | 505,075.017 |
| Unit Purchases from Contributions | 0.000 | 0.000 |
| Unit Sales for Withdrawals | 0.000 | 0.000 |
| Unit Transfer In | 0.000 | 0.000 |
| Unit Transfer Out | 0.000 | 0.000 |
| Ending Units | 505,075.017 | 505,075.017 |
| Period Beginning Unit Value | 10.003231 | 10.003231 |
| Period Ending Unit Value | 10.597554 | 10.597554 |

Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT@calpers.ca.gov.

CALIFORNIA ADVOCATES, INC.



-VIA ELECTRONIC MAIL-

January 14, 2013

Dennis K. Albiani

Michael D. Belote

Julianne A. Broyles

John F. O'Malley

Ralph F. Simoni

MEMORANDUM

TO: Board Members
Jack Barton, Fire Chief
San Ramon Valley Fire Protection District

FROM: Ralph F. Simoni
California Advocates, Inc.

SUBJECT: Board Report – Fourth Quarter 2012 Pension and Retirement Related Overview – The Election Results and 2013 Forecast

The final quarter of an even numbered year like 2012 is all about the recent elections and the swearing-in of the newly elected legislature for the upcoming 2013-14 legislative session. In fact, the newly elected legislature was sworn in on Monday, December 3 with momentous changes in its composition. Although there is always something new and exciting about this period of time, the recent elections and newly elected legislature presents new opportunities or, depending upon one's perspective, new challenges.

Historic Elections and Incoming Legislature

The November 6 election was a historic election, especially in California. The **Democrats captured a two-thirds super-majority** in both the Assembly (55 Democrats and 25 Republicans) and the Senate (29 Democrats and 11 Republicans). This is the first time in 80 years that a single party has dominated California politics and last time it was the Republicans who were in power. A two-thirds super-majority is important because it confers the extraordinary powers to tax, propose constitutional amendments, and override a gubernatorial veto.

The most popular parlor game in Sacramento is prognosticating about how the Democrats will exercise their power. Of course, no one knows for certain how the Democrats will choose to exercise their newfound power. Will they exercise restraint in governance or will they assert that their super-majority is a mandate from the public that entitles them to tax, spend, and create new programs? Furthermore, it will be interesting to watch the evolving power struggle between the Democrat dominated legislature and Gov. Brown as he is likely to be the voice of moderation in public policy matters.

Of equal note, there are **38 new members of the state Assembly** who are entitled to a 12-year term under the newly approved term limit revision that reduced the time in office from 14 to 12 years, but allow newly elected legislators to serve the entire time in the Assembly or Senate, or combination of time not to exceed 12 years in office.

-1-

925 L Street, Suite 1250 Sacramento, CA 95814

phone: (916) 441-5050 fax: (916) 441-5859 email: mail@caladvocates.com

This number of new legislators raises several interesting issues. First, there is a need to educate these new members on the myriad of policy issues confronting the legislature, including pension related issues. The positive side is that these members can choose to remain in the Assembly for 12 years (assuming they are reelected) and develop policy expertise in a particular subject that would allow them to exercise public policy stewardship that has been long absent from the legislature. Certainly, this public policy stewardship would allow for a long-term vision about the role of state government in general, and, more specifically the interrelationship of state and local government, including special districts like the SRVFPD. Second, the new 12-year potential officeholders feel very empowered about their privilege which will likely cause tension between the current members of the legislature who have either four or two years remaining in their Assembly career. These new members will be seeking leadership or committee positions that will enable them to commence their career at the expense of their term limited colleagues.

In the Senate, there were only 20 seats up for election in the November general election. There were eight newly-elected Senators of which all, except for one, previously served in the Assembly. However, there are two vacancies in the Senate because two Senators were elected to Congress in the middle of their four-year Senate terms. These two Senators were sworn into Congress on January 3 and Gov. Brown announced special elections in March and May to fill these vacated Senate seats. Because current Assembly members are favored to back fill these vacant Senate seats, there will be a continuous musical chairs scenario of vacant Senate and Assembly seats and special elections during the 2013 session to fill those vacancies.

Assembly and Senate Pension Committee

As mentioned above, the Legislature was sworn-in on Monday, December 3 and commenced the process of organizing the committee structure for the upcoming session. As to the respective Assembly and Senate committees with jurisdiction over pension matters, both committees will have new chairs. The newly-appointed chair of the Assembly Public Employees, Retirement & Social Security Committee is freshman Assemblyman Bonta from Alameda County. The current chair of the Senate Public Employment & Retirement Committee is Sen. Negrete-McLeod who was elected to Congress and will be replaced by newly-elected Sen./former Assemblyman Jim Beall.

State Budget and Fiscal Matters

Perhaps, the November 6 election will be noted more for the willingness of the public to vote in favor of Prop 30 which was Gov. Brown's temporary tax increase ballot proposition. It is expected to raise \$6 billion in annual revenue for the state budget from a four-year .25% increase in the sales tax and a six-year increase in income tax for high income earners. This increased revenue should stabilize the state budget and reduce the ongoing budget deficit, but not fully restore the various programs that have been cut during the past budget cycles to balance the budget.

Additional positive budget news was released by the Legislative Analyst Office (LAO) during the fall indicating a mild California economic recovery and projecting the potential for a modest \$1.2 billion budget surplus a few years away, assuming that expenditures are held in check. Countering the positive projections of the LAO, on December 7 the State Controller issued the monthly revenue estimate that indicated that California's November revenue was \$806 million or 10.8% below projections in the previous budget. Certainly, the actual tax revenue generated in December will be critical to the 2013 state budget picture.

Also, **the actual or perceived fiscal health of the state will influence the extent to which public employee pension reform becomes an issue in the 2013 legislative session.** On the one hand, many legislators believe that AB 340 from last session was merely a first step of pension reform and that there remains much unfinished business. On the other hand, many legislators believe that AB 340 was the ultimate pension reform solution and that there is no further need to reopen the topic. Of course, it is impossible to predict the level of activity with any certainty the attitude of the 38 new members of the Assembly.

Activities of Gov. Brown

As mentioned above, it will be very interesting to watch the relationship between Gov. Brown and the Democrat controlled legislature. There are two events that that will provide a clue and shape this relationship.

First, Gov. Brown released the 2013-14 fiscal year budget at a press conference held on January 10. In contrast to most gubernatorial budget unveiling dealing with specific program expenditures, the Gov. used the press conference to emphasize fiscal restraint and preach his own brand of "government fiscal frugality." Although he admitted prior programmatic budget cuts and the strong desire to restore funding, he strongly asserted that the state needs to "live within its means" and avoid the temptation to spend. The budget will now be scrutinized by the legislature in extensive and likely contentious Budget Subcommittee hearings between now and June with a likely adoption in late June.

Second, Gov. Brown will deliver his State of the State address on January 24 that will outline his priorities for 2013. In addition to fiscal frugality, it is anticipated that the Gov. will present many of his priorities that will likely include further realignment between state and local government, efforts to regain control of California's penal system from the federally imposed special magistrate, budgetary and public policy restraint, etc. This will be another opportunity for the Gov. to use the bully pulpit to preach restraint.

Controversial Newly Discovered Language in AB 340

As you are aware, the pension reform embodied in AB 340 was the result of legislative activity at the very end of the 2012 legislative session. There were widespread complaints from both Democrats and Republicans that pension committee members had little time to

study the intricacies and complexities of the legislation before the votes were taken and session adjourned. Therefore, it is not surprising that there are newly discovered provisions that tend to undermine the notion of pension reform.

Recently, various local government attorneys have reviewed the details of AB 340 and noticed a few peculiar features relating to safety member pension calculation for an industrial disability. These discussions have isolated on the newly added Section 7522.66 of the Government Code which reads as follows:

7522.66. (a) A safety member of a public retirement system who retires for industrial disability shall receive an industrial disability retirement benefit equal to the greater of the following:

- (1) Fifty percent of his or her final compensation attributable to the defined benefit plan, plus an annuity purchased with his or her accumulated contributions, if any.
- (2) A service retirement allowance, if he or she is qualified for service retirement.
- (3) An actuarially reduced factor, as determined by the actuary, for each quarter year that his or her service age is less than 50 years of age, multiplied by the number of years of safety service subject to the applicable formula, if he or she is not qualified for service retirement.

(b) This section shall remain in effect only until January 1, 2018, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2018, deletes or extends that date.

These local government attorneys claim that the provision was inserted in AB 340 at the request of various safety member representatives and allows a safety member granted an IDR on and after January 1, 2013 to receive full service credit for the retirement with the first 50% tax-free. Please note that there is a five-year sunset and that this provision expires on January 1, 2018 unless it is extended by subsequent legislation.

Local Pension Reform Attempts Evaporate

Over the past few months, there has been widespread publicity about various local pension reform efforts, most notably in the City of Los Angeles. Former Mayor Richard Riordan has been particularly outspoken about the critical unfunded liability and the need to reform the city pension system. Because the LA City Council did not enact serious pension reform, he initiated a signature gathering effort to place a local reform proposal on the 2013 city ballot. However, this effort was terminated in midstream a month ago without explanation and no one seems certain how this effort will unfold in the future.

If necessary, I remain available to attend the January 23 SRVFPD Board meeting to expand on this written report.

RFS:cs

**SPECIAL ANNOUNCEMENTS/
PRESENTATIONS/
GENERAL BUSINESS**

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
1500 Bollinger Canyon Road, San Ramon, CA 94583



Board of Directors – 2013

President:

Matthew J. Stamey – 222 Arthur Court, Danville, CA 94526
(Home) (925) 837-7148 (Cell) (925) 989-8660

Vice –President:

Glenn W. Umont – 392 Bryan Drive, Alamo, CA 94507
(Home) (925) 838-8854

Directors:

Gordon Dakin – 13 Ramon Court, Danville, CA 94526
(Cell) (925) 899-4958

Jay Kerr – 1146 Canyon Hills Road, San Ramon, CA 94582
(Cell) (925) 997-9990 (Home) (925) 867-2792

Jennifer G. Price - 4128 Whispering Oaks Lane, Danville 94506
(Home) (925) 736-4789 (Cell) (925) 708-0601 (Work) (650) 259-2400

Counsel to the Board:

Law Offices of William D. Ross
520 South Grand Avenue, Suite 300
Los Angeles, CA 90071-2610
(213) 892-1592 - Phone
(213) 892-1519 - Fax
Email: wross@lawross.com

Mr. William D. Ross
Law Offices of William D. Ross
400 Lambert Street, Palo Alto, CA 94306
(650) 843-8080 – Phone
(650) 843-8093 - Fax
(415) 269-4569 - Cell

Standing Committees:

| | |
|--------------------------------------|---|
| Long Range Planning/Fire Prevention: | Chair, Director Dakin, and Director Price |
| Personnel: | Chair, Director Price, and Director Kerr |
| Finance: | Chair, Director Kerr, and Director Umont |
| Facilities: | Chair, Director Umont, and Director Dakin |
| CERT/PAC: | Director Kerr |
| *Ad Hoc Chief Contract Negotiations: | Chair, Board President Stamey and Director Kerr |

*(*Not subject to the same rules as permanent or standing committees of the District Board)*

Interim Fire Chief: Jack Barton (925) 838-6603, office (925) 998-7012, cell

District Clerk: Susan F. Brooks (925) 838-6661, office

| | | |
|-----------------------------------|---------|----------------------------------|
| <u>Board Terms Expire:</u> | 11/2014 | Directors Price and Umont |
| | 11/2016 | Directors Dakin, Kerr and Stamey |

PROCLAMATION

RECOGNIZING FEBRUARY, 2013 AS AMERICAN HEART MONTH

WHEREAS, in the United States, approximately 300,000 sudden cardiac arrest deaths occur annually; and

WHEREAS, in the United States, someone has a coronary event every 25 seconds, rendering heart disease as the leading cause of death for both men and women; and

WHEREAS, establishing written policies and procedures that define the distribution, concentration and deployment of District resources ensures a level of service commensurate with the responsibilities, risks and service level objectives of a CFAI-accredited agency; and

WHEREAS, achieving high survival rates in sudden cardiac arrest depends on a public trained in cardiopulmonary resuscitation(CPR), and adoption of the District's CPR/AED mobile application by our citizens; and

WHEREAS, the County of Contra Costa has recognized the San Ramon Valley Fire Protection District as a HeartSafe Community in partnership with the City of San Ramon, the Town of Danville, the San Ramon Valley Unified School District, and the Contra Costa County Emergency Medical Services, where the public is educated on heart-healthy lifestyles of exercise, nutrition, and knowing how to use CPR and an AED; and

WHEREAS, the San Ramon Valley Fire Protection District will work in conjunction with the San Ramon Valley Emergency Preparedness Citizen Corps Council and Contra Costa County Emergency Medical Services to continue educating the public on maintaining a heart-healthy lifestyle; and

NOW, THEREFORE, BE IT RESOLVED, that the San Ramon Valley Fire Protection District Board of Directors proclaim the month of February 2013, as American Heart Month re-dedicating ourselves to fighting heart disease by raising awareness through the HeartSafe Community initiative.

Dated: _____

Matthew J. Stamey, Board President

OLD BUSINESS

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: 925-838-6609

MEMORANDUM

Date: January 23, 2013

To: Board of Directors

From: Robert Leete, Administrative Services Director
Gloriann Sasser, Finance Supervisor

Subject: Recommendation for Selection of Firm to Complete Facilities, Fleet and Equipment Reserve Study

Background

In December 2012 staff recommended the Board authorize staff to negotiate an agreement for facilities, fleet and equipment reserve study services with Bartle Wells Associates. The Board asked that additional information be brought to the January 2013 Board meeting. Doug Dove, President of Bartle Wells, is scheduled to attend the January Board meeting. A copy of the Proposal is included with this Staff Report along with a sample report of a Reserve Fund Study.

As of June 30, 2012, the District owned \$60M in capital assets as follows: Land \$7M (quantity 15), Buildings and Improvements \$26M (quantity 24), Vehicles and Equipment \$26M (quantity 268), Construction-in-Progress \$1M (quantity 2).

History

At the December Board meeting, the Board asked if the District completed a reserve study in the past. Staff reviewed District Board minutes and agendas and found no reference to a reserve study. However, staff did find reference to a Reserve Policy that was adopted by the Board in 2003. While the Reserve Policy related to minimum fund balance levels and referenced timely replacement of capital, it appears there was no actual assessment of current or future capital needs. It is also important to note that the Reserve Policy adopted in 2003 is no longer in use as it was repealed in 2011 by a Fund Balance Policy.

In addition, retired Assistant Chief Steve Hart was contacted. AC Hart stated the District may have completed a facilities assessment approximately 15 years ago. However, AC Hart was unsure whether the assessment was ever actually completed and staff was unable to locate any records related to an assessment. In addition, if an assessment was completed it was not followed. The District does not have an assessment of the current condition of capital assets or a current plan for the future replacement of capital assets.

Present Situation

The District currently funds facilities, fleet and equipment using a pay-as-you-go approach. In other words, each year during preparation of the annual operating budget, staff recommends facilities projects, vehicles and equipment for inclusion in the next budget. If resources are available, the capital needs are budgeted. If resources are not available, the capital needs are deferred. During preparation of the 2012-13 Annual Operating Budget, approximately \$1M in vehicle and equipment needs were identified and deferred due to lack of resources.

There are several disadvantages to using a short term pay-as-you-go approach. The first disadvantage is that the District does not know how much money is needed beyond the current year for facilities, fleet or equipment. Long term financial planning is significantly limited. The second disadvantage is that a year-to-year approach provides very little time to plan and limits options. This lack of planning provides less time and fewer financing options such as completion of strategic grant applications, economies of scale or debt financing. Given the current financial condition and lack of available resources, proper planning and a long-term approach is critical to responsible management of the District.

A professional reserve study will provide an independent analysis of the District's capital needs. This includes an assessment of condition, need prioritization, a financial plan and adequate reserve levels. District staff does not have the capacity or expertise to complete this analysis.

Over the next year, the Board faces several important decisions regarding capital. One decision will be whether to proceed with construction of the new Station 32 or defer completion of the new fire station. The reserve study will provide the Board with current, accurate information to help with this decision. If the new Station 32 construction is deferred, over the next several years improvements will be necessary at the current Station 32 to keep it in working condition. The reserve study will identify the necessary improvements and estimated costs to keep the current Station 32 operational. The Board can then use this information to compare the costs to construct the new station and the costs to keep current Station 32 operational to aid in decision making.

The past two years the District has budgeted very limited amounts (\$50K and \$40K) for only absolutely necessary facility projects. Both years the District had to request additional appropriations for facilities contingency at mid-year (\$20K). Station 39

recently reported a roof leak and hot water leak that resulted in water damage. Station 31 reported drainage issues this winter. A roof leak also occurred this year at the Training Facility. It appears the District's preventative maintenance program may not be adequate. An accurate assessment of current facility and equipment conditions is needed.

Another advantage to completion of the reserve study is assistance with prioritization. Due to the current financial condition of the District, the Board may continue to face capital needs that exceed resources. The reserve study will identify and prioritize short and long-term improvements over a 20-year period.

Finally, the District received an audit recommendation to establish a formal policy for capital assets and revise current procedures. The reserve study will include review of current policies and practices regarding capital asset management and funding.

Recommended Action

Staff recommends the Board authorize staff to negotiate an agreement for facilities, fleet and equipment reserve study services with Bartle Wells Associates in the amount not to exceed \$40,000.

NEW BUSINESS

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: 925-838-6609

MEMORANDUM

Date: January 23, 2013
To: Board of Directors
From: Robert Leete, Administrative Services Director
Subject: Resolution Designating Fire Chief as District Treasurer

Background

In 2008, the Board approved Resolution 2008-10 that designated Richard Price, Fire Chief, as District Treasurer. Staff recommends the Board approve a new resolution that designates the position of Fire Chief as District Treasurer instead of designating a specific person as District Treasurer.

Recommended Action

Staff recommends the Board approve Resolution No.2013-01 designating the Fire Chief of the District as the Treasurer of the District.

RESOLUTION NO. 2013-01

**A RESOLUTION OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS DESIGNATING THE CHIEF OF THE DISTRICT AS
TREASURER OF THE DISTRICT**

WHEREAS, the San Ramon Valley Fire Protection District ("District") is desirous of appointing a Treasurer under Health and Safety Code Section 13854(b), a portion of the Fire Protection Law of 1987 (Health and Safety Code § 13800 et seq.); and,

WHEREAS, the necessary qualifications for the appointment for the District Treasurer have been satisfied by the District and the individual to be designated is the District Chief.

NOW, THEREFORE BE IT RESOLVED:

1. The District Chief is appointed as the District Treasurer under the provisions of Health and Safety Code Section 13854(b); and,
2. The District Treasurer is authorized to perform those duties set forth in Health and Safety Code Section 13854(b); and as many be subsequently formulated by this Board of Directors.

PASSED, APPROVED AND ADOPTED this 23rd day of January, 2013 at 1500 Bollinger Canyon Road, San Ramon, CA on a motion made by Director _____ seconded by Director _____ and duly carried with the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTESTED:

Susan F. Brooks
District Clerk

Matthew J. Stamey
Board President

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

William D. Ross
District Counsel

Jack Barton
Interim Fire Chief

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: 925-838-6609

MEMORANDUM

Date: January 23, 2013
To: Board of Directors
From: Robert Leete, Administrative Services Director
Gloriann Sasser, Finance Supervisor
Subject: Mid-Year Budget Review and Long Term Forecast

Background

Staff has conducted a mid-year budget review of the District's Fiscal Year 2012-2013 Annual Operating Budget. The review allows us to take a broad look at the District's financial picture at the mid-point of the fiscal year. The review included a detailed examination of revenue and expenditures. A copy of the current Financial Summary is attached for your information. The Financial Summary contains updated revenue and expenditure projections for the current fiscal year. In addition, the Long Term Forecast has been updated which provides a financial forecast over the next five year period.

As reported to the Board in June 2012, the 2012-2013 Annual Operating Budget was projected to use \$3.98M of General Fund reserves. The Budget is not financially sustainable over the long-term and is not consistent with the District's Strategic Plan. The updated Long Term Forecast continues to project expenditures that significantly exceed revenue over the next five years.

In response to the District's financial condition, in June 2012 the Board directed staff to reduce costs by June 30, 2013 and present a balanced budget to the Board for Fiscal Year 2013-2014. This Mid-Year Budget Review provides the starting point for preparation of the Fiscal Year 2013-2014 Budget.

Overview of the Mid-Year Budget Review

The updated revenue projections are generally consistent with the original amounts projected in the Annual Operating Budget. Property tax revenue, the District's most important revenue

source, is projected slightly less than the original budget projection. The notable revenue exceptions are the estimates for ambulance services revenue and sale of property which are discussed in detail below.

The updated expenditure projections are forecast slightly less than the original amounts projected in the Annual Operating Budget. The notable expenditure exceptions are in salaries, overtime, CCCERA pension contribution costs and insurance expenditures. These exceptions are discussed in detail below.

The national and State economies continue to experience significant difficulties. While this District is better positioned than many other agencies, we are not immune to these economic forces. We have seen, and will likely continue to see, adverse trends in General Fund revenue sources: property taxes and interest income. In addition, health care and pension costs are projected to continue to rise at a rate higher than changes in District revenue.

In response to economic circumstances, the District has implemented several actions to decrease expenditures. This includes reduced staffing, fee increases and across-the-board budget reductions. In addition, the District has left some vacant positions unfilled. However, the District continues to spend significant amounts of reserves due to a structural deficit.

In order to begin elimination of the structural deficit, the Board recently reduced District pension costs. In September 2012, the Governor signed into law the California Public Employees' Pension Reform Act of 2013 (PEPRA). PEPRA requires the District to use new reduced pension benefit formulas for new member employees (new members) who do not have reciprocity with the Contra Costa County Employees' Retirement Association. For new members, PEPRA also prohibits the District from paying any part of the employee contribution and requires that new members pay at least 50% of the normal cost.

Due to the age of the District's workforce and the number of recent and projected retirements, the District is well positioned to obtain immediate fiscal relief through PEPRA. The decision of the Board to only hire firefighters that are in the new PEPRA pension tier instead of firefighters with reciprocity in a more costly pension tier has resulted in immediate decreased pension costs. This decision provides both short-term and long-term financial relief to the District. In the short-term, the decision provides lower pension costs every year. Over the long-term, this decision is a significant step in eliminating the District's structural deficit as more employees retire out of the more costly pension tier and the District hires employees in the less costly pension tier. However, it will be many years before these changes have a significant impact on the District's financial situation.

Given the current fiscal outlook, only one mid-year budget request is proposed.

Present Situation – General Fund Revenue

Total District General Fund revenue for fiscal year 2012-13 is projected to exceed Budget by \$672K or 1.3%. The District budgeted property tax revenue of \$48.86M. The most recent property tax revenue estimates provided by Contra Costa County in December 2012 project

District property tax revenue of \$48.59M. The current year estimate for property taxes is \$272K or 0.6% less than budget. The current year estimate is also \$744K or 1.5% less than the actual amount received in the prior year (\$49.33M).

Ambulance services revenue is projected to exceed budget \$250K or 10.9%. This is due primarily to rate increases.

Sale of property revenue is projected to exceed budget \$362K or 48%. This is due to the sale of two fire engines type III (\$159K) and three fire engines type I (\$202K).

Present Situation – General Fund Expenditures

Total District General Fund expenditures for fiscal year 2012-13 are projected less than budget by \$157K. This is primarily due to the following:

- Salaries are projected less than budget by \$1.18M or 5%. This is due to vacancies in the following positions: Fire Chief, Assistant Chief Support Services, Office Assistant and Dispatcher. In addition, the budget planned to fill nine vacant Firefighter positions beginning October 1, 2012. The District filled five of the vacant Firefighter positions beginning January 1, 2013. Subsequently 11 suppression employees retired in November and December 2012, resulting in additional vacant Firefighter positions and reduced Salaries expenditures.
- Overtime is projected to exceed budget by \$1.73M or 36%. The increase is due to the following events that require personnel to work overtime in order to maintain minimum staffing levels: 15 vacant Firefighter positions and a 155% increase in hours lost for workers' compensation injuries (9,700 hours).
- CCCERA pension contribution costs are expected less than budget by \$544K or 4%. This is due to the vacant positions and the Board's decision to hire firefighters in the new PEPRAs pension tier instead of firefighters in the more costly pension tier.
- Insurance expenditures are expected to be \$166K less than budget. This is primarily due to vacant positions. Increased insurance costs of 10% were projected effective January 2013. Actual increases were 10.6% for health insurance and 2.5% for dental insurance.

Present Situation – Capital Projects Fund Revenue and Expenditures

The budget planned to sell surplus District property at an estimated sales price of \$750K. This revenue is still planned for 2012-13.

The budget also planned to issue debt in the amount of \$2.75M in 2012-13 for Station 32 costs. This amount has been reduced to \$2.05M based on actual projected expenditures for this project during 2012-13.

The budget included \$50K for facilities contingency costs for necessary projects in District fire stations and facilities. Earlier this year a broken sewer main line required repair at Station 33. Recently a roof leak and water heater leak that resulted in water damage were reported at Station

39. Drainage problems have also been reported at Station 31. An additional \$20K is needed this year due to unforeseen necessary improvement projects.

Present Situation – Apparatus/Equipment Replacement Fund

Seven projects were budgeted in the Apparatus/Equipment Replacement Fund. Actual costs are projected at approximately the amount budgeted. The projects include replacement of all Self Contained Breathing Apparatus (SCBA) (\$1.5M). The District applied for an Assistance to Firefighters Grant for some of the cost of the SCBA (\$588K). It is unknown at this time whether the District will be awarded the grant.

The District also budgeted for the purchase of three ambulances and four command vehicles. Actual costs are projected at approximately the amount budgeted.

Present Situation – Federal Grant Award

On December 23, 2011 the District was awarded a Federal Emergency Management Agency Assistance to Firefighters Grant. The grant is a regional grant that includes eight agencies throughout Contra Costa County. The grant may only be used to purchase base stations and mobile radios as part of the East Bay Regional Communications System Authority project. The grant amount awarded is \$1,906,683. The grant requires implementation of the radios, completion of the project and completion of all grant administration by April 30, 2013.

Present Situation – Other Post Employment Benefits – Retiree Healthcare Plan

The District's 2012-13 "Annual Required Contribution" for Other Post Employment Benefits - Retiree Healthcare Plan (OPEB) is \$5.4 million. However, in 2012-13 \$0 was budgeted for this contribution because projected revenue was not sufficient to fund this item. Due to projected revenue levels, staff recommends deferral of the 2012-13 contribution. Both the 2010-11 and 2011-12 contributions were also deferred. These deferrals result in an increased net OPEB obligation. The Net OPEB obligation at June 30, 2013 is projected to be \$19.9 million. The inability to fund these benefits may indicate benefit levels that exceed the District's ability to pay.

Present Situation – Use of Fund Balance Reserves

The District reports the difference between assets and liabilities as fund balance. The amount of fund balance is a significant measure of fiscal health. The adopted budget authorized use of General Fund reserves in the amount of \$3.98M to fund District operations. Increased projected revenue offset by increased facilities contingency costs would result in use of General Fund reserves in the amount of \$3.56M in the current fiscal year.

The District has an adopted Fund Balance Policy that requires minimum levels of fund balance. Included with this report is an informational graph of the District's fund balance at the end of the fiscal year. Fund balance is projected to decrease this year from \$36.4M at June 30, 2012 (General, Capital Projects, Federal Grant Capital Projects and San Ramon Valley Fire

Community Funds) to a projected amount of \$34.2M at June 30, 2013. Fund balance at June 30, 2013 is still projected to meet the minimum requirements of the District's Fund Balance Policy.

Long Term Forecast - Assumptions

An updated Long Term Forecast is attached. The Long Term Forecast covers the five-year period from July 1, 2012– June 30, 2017. A slow recovery is still projected for the national and State economies. The Long Term Forecast makes several significant assumptions:

- Property tax revenue will increase 2% per year in each year.
- Sale of surplus property will occur in 2012-13 and 2013-14.
- No salary adjustments are included in the projection.
- Pension contribution costs are actual for 2012-13 then increase as follows based on CCCERA projections provided by Segal: 4.65% in 2013-14, 5.28% in 2014-15, 1.33% in 2015-16, -0.18% in 2016-17.
- Employee health insurance costs are projected based on January 1, 2013 rates and employee enrollment and increase as follows based on healthcare trends provided by the District's actuary: 8.5% in 2013-14, 8.0% in 2014-15, 7.5% in 2015-16 and 7.0% in 2016-17.
- Retiree health insurance costs are projected using a combination of current enrollments and actuarial estimates. Actuarial estimates are based on actual current employee and retiree ages. The increases are as follows due to the projected increase in the number of retirees and projected increase in health insurance costs: \$273K in 2013-14, \$362K in 2014-15, \$409K in 2015-16 and \$441K in 2016-17.
- All other expenditures are projected to increase 2% each year.
- A firefighter recruit academy is planned as follows: \$110K in each year.
- A debt issuance is projected over 2012-13 and 2013-14 in the amount of \$7,500,000. Proceeds would be used to pay for Station 32 construction. The debt is projected to be repaid over 30 years at 5% interest rate.

Long Term Forecast – Fund Balance Policy and Expenditure Reductions

As discussed previously, the District has an adopted Fund Balance Policy. This Policy requires the District to maintain minimum fund balance reserves in order to meet District cash flow needs and to ensure fiscal health. The Long Term Forecast projects minimum fund balance will fall below minimum required levels at June 30, 2016.

In order to comply with the Fund Balance Policy, additional expenditure reductions are necessary.

Budget Preparation 2013-2014 Budget

The Board directed staff to reduce costs by June 30, 2013 and present a balanced budget to the Board for Fiscal Year 2013-2014. The District is currently paying salaries and benefits at levels in the Memorandum of Understanding (MOU) that expired April 1, 2011. The salaries and benefits in the expired MOU use 90% of the District's General Fund revenue.

Mid-Year Budget Requests

As discussed previously, staff has proposed one mid-year budget request that needs to be approved now in order to provide appropriations for unexpected facility projects.

Mid-Year Capital Projects Fund Budget Requests total \$20,000 and are proposed as follows:

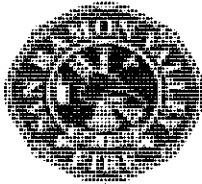
- Increase Capital Outlay Expenditures by \$20,000 for Facilities Contingency.

Recommended Action

- Staff recommends the Board approve an increase in Capital Projects Fund Appropriations in the amount of \$20,000, a 1% increase to total Capital Projects Fund Budget.

**San Ramon Valley Fire Protection District
Financial Summary**

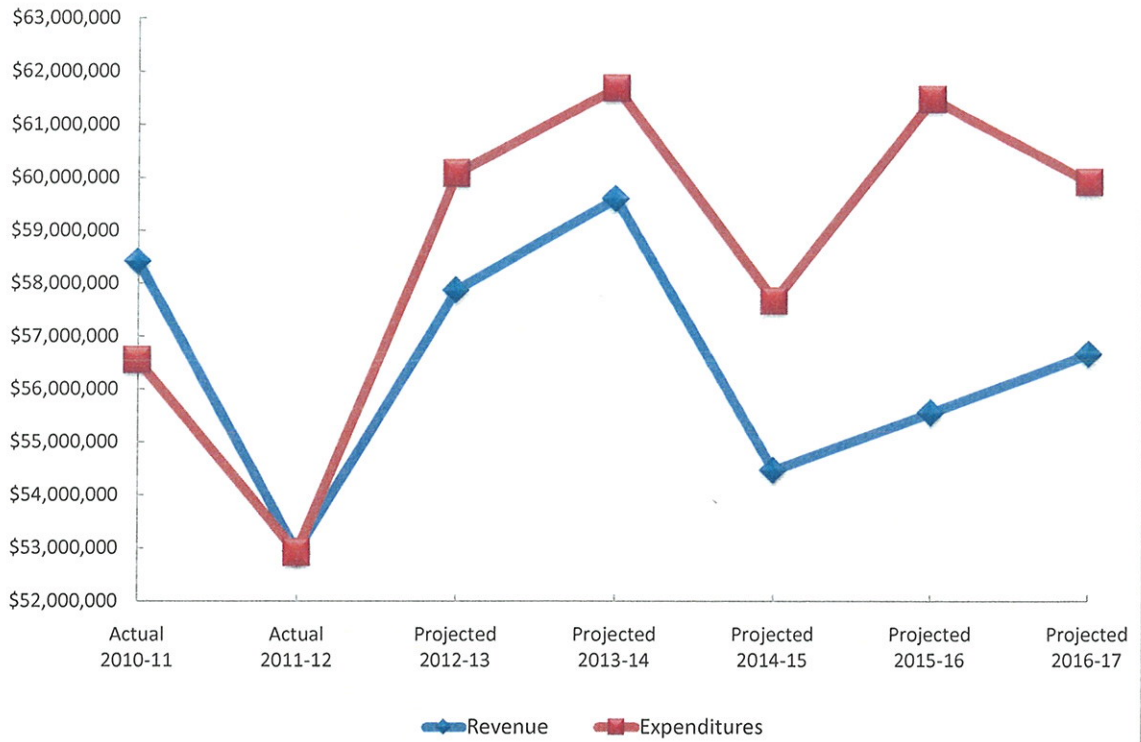
| | <u>Actual 2010-11</u> | <u>Actual 2011-12</u> | <u>Budget 2012-13</u> | <u>Projected 2012-13</u> |
|--|-----------------------|-----------------------|-----------------------|--------------------------|
| Revenue | | | | |
| Property tax revenue | \$49,184,817 | \$49,329,131 | \$48,857,083 | \$48,585,019 |
| Federal grant | 0 | 245,151 | 2,351,394 | 2,351,394 |
| Interest income | 152,454 | 98,834 | 156,600 | 110,000 |
| Ambulance services | 2,202,045 | 2,439,773 | 2,300,000 | 2,550,000 |
| Reimbursement from State & County | 54,056 | 217,116 | 75,000 | 220,000 |
| Inspection, plan review fees & citations | 207,352 | 344,270 | 330,000 | 445,000 |
| Cellular tower rental income | 159,877 | 189,978 | 305,000 | 365,000 |
| Revenue from City of San Ramon | 3,000,000 | 0 | 0 | 0 |
| Sale of property | 9,203 | 7,960 | 755,000 | 1,117,000 |
| Miscellaneous | 43,055 | 64,127 | 22,100 | 75,000 |
| Debt issuance | 3,400,000 | 0 | 2,750,000 | 2,050,000 |
| Total revenue | <u>58,412,859</u> | <u>52,936,340</u> | <u>57,902,177</u> | <u>57,868,413</u> |
| Expenditures | | | | |
| Salaries | 21,870,676 | 21,402,577 | 22,079,524 | 20,900,000 |
| Overtime | 4,736,070 | 5,943,633 | 4,767,500 | 6,500,000 |
| Pension contribution costs | 11,811,101 | 11,131,763 | 12,993,780 | 12,450,000 |
| Insurance | 6,555,233 | 6,306,686 | 6,766,095 | 6,600,000 |
| Services and supplies | 4,784,062 | 4,400,789 | 5,083,730 | 5,083,730 |
| Debt service | 2,411,415 | 2,948,169 | 2,038,719 | 2,038,719 |
| Capital projects | 4,377,604 | 783,893 | 7,181,441 | 6,501,441 |
| Total expenditures | <u>56,546,161</u> | <u>52,917,510</u> | <u>60,910,789</u> | <u>60,073,890</u> |
| Reserve addition (use) | <u>\$1,866,698</u> | <u>\$18,830</u> | <u>(\$3,008,612)</u> | <u>(\$2,205,477)</u> |



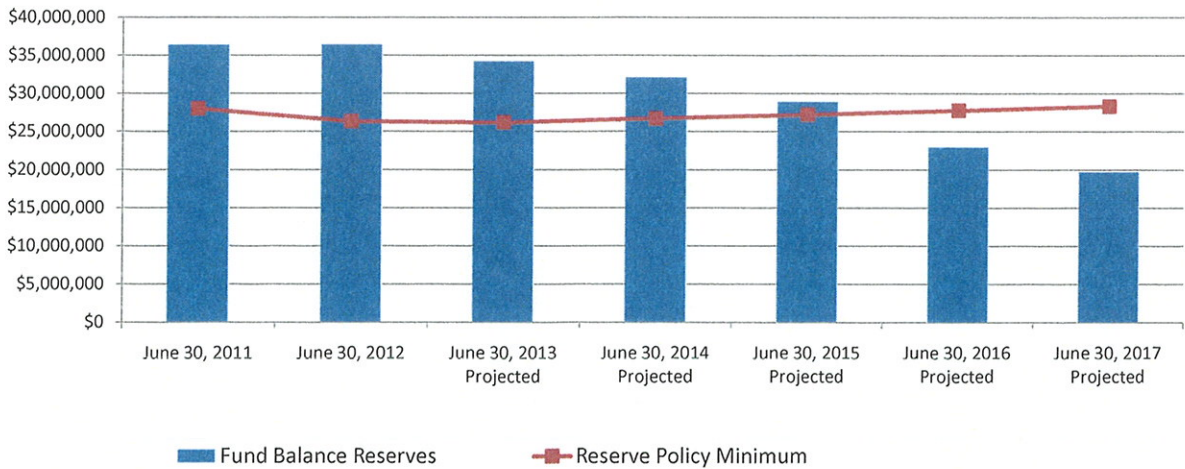
SAN RAMON VALLEY FIRE PROTECTION DISTRICT
LONG TERM FORECAST
FISCAL YEARS 2012-13 THROUGH 2016-17
As of January 1, 2013

| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
|--|-------------------------------|-------------------------------|------------------------------|----------------------------------|----------------------------------|
| Estimated beginning fund balance | \$36,404,000 | \$34,198,523 | \$32,113,425 | \$28,902,833 | \$22,977,444 |
| Revenue forecasts: | | | | | |
| Property taxes | 48,585,019 | 49,556,719 | 50,547,854 | 51,558,811 | 52,589,987 |
| Other revenue | 3,765,000 | 3,840,300 | 3,917,106 | 3,995,448 | 4,075,357 |
| Sale of District property | 1,117,000 | 750,000 | | | |
| Federal grant project revenue | 2,351,394 | | | | |
| Debt proceeds | 2,050,000 | 5,450,000 | | | |
| Total Revenue | 57,868,413 | 59,597,019 | 54,464,960 | 55,554,259 | 56,665,344 |
| Expenditure forecasts: | | | | | |
| Public safety | 51,533,730 | 52,546,844 | 54,745,697 | 55,842,340 | 56,967,963 |
| Debt service - existing debt | 1,858,719 | 1,863,273 | 1,855,855 | 1,861,308 | 1,861,308 |
| Debt service - new COPs | 180,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| East Bay Regional Communications System | 2,724,155 | 0 | 0 | 0 | 0 |
| Refinery property tax adjustment claim | 0 | 0 | 0 | 0 | 0 |
| OPEB contribution | 0 | 0 | 0 | 0 | 0 |
| Capital outlay: | | | | | |
| Fire Station improvements | 70,000 | 72,000 | 74,000 | 76,000 | 78,000 |
| Fire Station 32 relocation | 1,000,000 | 5,450,000 | | | |
| Equipment and vehicle purchases | 1,098,298 | 1,250,000 | 500,000 | 500,000 | 500,000 |
| Training Site improvements and expansion | 108,988 | | | 2,700,000 | |
| SCBA replacement | 1,500,000 | | | | |
| Total capital outlay | 3,777,286 | 6,772,000 | 574,000 | 3,276,000 | 578,000 |
| Total Expenditures | 60,073,890 | 61,682,117 | 57,675,552 | 61,479,648 | 59,907,271 |
| Net Increase/Decrease | (2,205,477) | (2,085,098) | (3,210,592) | (5,925,389) | (3,241,927) |
| Estimated ending fund balance | \$34,198,523 | \$32,113,425 | \$28,902,833 | \$22,977,444 | \$19,735,517 |
| <u>GENERAL FUND RESERVE</u> | | | | | |
| Projected Fund Balances | \$34,198,523 | \$32,113,425 | \$28,902,833 | \$22,977,444 | \$19,735,517 |
| 50% of Revenues (General Fund Only) | 26,175,010 | 26,698,510 | 27,232,480 | 27,777,130 | 28,332,672 |
| Over (Under) Minimum Reserve Projected as of January 2013 | \$8,023,513 30.65% | \$5,414,915 20.28% | \$1,670,353 6.13% | (\$4,799,686) -17.28% | (\$8,597,155) -30.34% |

San Ramon Valley Fire Protection District Revenue and Expenditures



Fund Balance Reserves




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: 925-838-6600
Phone: 925-838-6600
Fax: 925-838-6600

MEMORANDUM

Date: January 23, 2013
To: Board of Directors
From: Sue Brooks – District Clerk 
Subject: 2013 Board Budget Workshop

Every year, the Board holds the Board Budget Workshop sometime in May. This year, staff would like to suggest the workshop be held on one of the following dates:

- Tuesday, May 28, 2013 – 1:00 p.m.
- Wednesday, May 29, 2013 – 1:00 p.m.

We would like to confirm the date of the workshop at the January 23, 2013 Board meeting. The budget workshop will be held here at Admin., in the Boardroom.

Thank you.

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: January 23, 2013
To: Board of Directors
From: Battalion Chief John Viera
Subject: Ambulance Purchase

Background

On December 20, 2012, the District went out to competitive bid for three ambulances. The District distributed the specifications to three prospective bidders known to build this type of vehicle. The three bidders were; Wheeled Coach, Arata Equipment Company and Leader Industries. The legal notice required the sealed bids to be delivered to the District by 0900hrs on January 7th, 2013.

The bid opening was at 1000hrs on January 7th 2013. The District received one sealed bid from Leader Industries. The bid was opened, recorded and reviewed for specification compliance by District Counsel. The bid from Leader Industries met the District's specifications with three exceptions. The total delivered price for three ambulances is \$627,388.31.

The estimated delivery from Leader Industries is 210 days from the receipt of the signed order.

Recommended Action

Staff recommends the Board of Directors to direct staff to award the bid for the purchase of three ambulances to Leader Industries.

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: January 23, 2013
To: Board of Directors
From: Battalion Chief John Viera
Subject: Command Vehicle Purchase

Background

On December 20, 2012, the District went out to competitive bid for three Command Staff Vehicles. The bid requests were for two Ford F150 trucks for Assistant Chiefs and one Ford F250 truck for Battalion Chiefs. The District provided the specifications to car dealerships upon request. The legal notice required the sealed bids to be delivered to the District by 1000hrs on January 7th, 2013.

The bid opening was on January 7th 2013. The District received four sealed bids from the following dealerships; Ron Dupratt Ford Dixon, Ca, The Ford Store San Leandro, Ca, Towne Ford Redwood City, Ca and Tracy Ford Tracy, Ca. The bids were opened and recorded by the District Clerk.

The lowest bidder for the Assistant Chief F150 trucks was Towne Ford at \$36,512 each for a total of \$73,024.

The lowest bidder for the Battalion Chief F250 truck was The Ford Store at \$50,367.

Recommended Action

Staff recommends the Board of Directors to direct staff to award the bid for the purchase of two Ford F150 trucks to Towne Ford.

Staff recommends the Board of Directors to direct staff to award the bid for the purchase of one Ford F250 truck to The Ford Store.

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: January 23, 2013
To: Board of Directors
From: Battalion Chief John Viera
Subject: Approval to Declare Vehicle #336 as Surplus

Background

District Vehicle #336 is a 2002 Chevy Tahoe which was primarily used as a reserve Battalion Chief Vehicle. #336 has engine issues, drive train issues and various electrical problems that consistently drain battery. In addition to this, its age is 4 years beyond the District's Replacement Schedule. The repair cost exceeds the value of the vehicle.

Recommended Action

Staff recommends the Board declare #336 as Surplus.

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: January 23, 2013
To: Board of Directors
From: Interim Chief – Jack Barton
Subject: Emergency Medical Services Specialist

Background

Effective May 1, 2013, the current EMS Specialist will be transferring to Suppression as a Firefighter/Paramedic. This will leave a vacancy in the Emergency Medical Services Division. The duties and responsibilities of this position include the development and delivery of the District's EMS Programs and educational activities, and assisting on emergency incidents. In addition the EMS Specialist takes an active role in the paramedic provisional and preceptor assignment program for the District. The level of instruction of all District EMS courses, falls under compliance with the State CE provider requirements as defined in the California Code of Regulations (CCR), Title 22, Chapter 11, Article 6. The position is a vital part of compliance with our Contra Costa County Ambulance Service Contract.

Recommended Action

Staff recommends filling the vacancy of Emergency Medical Services Specialist immediately for facilitation of transition.

CORRESPONDENCE

Brooks, Sue

From: Price, Richard
Sent: Monday, January 07, 2013 12:58 PM
To: Brooks, Sue
Subject: Fwd: RECENT EMERGENCY RESPONSE

Sent from my iPhone

Begin forwarded message:

From: [REDACTED]
Date: January 7, 2013, 11:22:03 AM PST
To: <rprice@srvfire.ca.gov>
Subject: RECENT EMERGENCY RESPONSE

Fire Chief Price:

We received your card about the response from your EMT during a recent emergency for my husband. Mr. Soule had a ruptured appendix on 11/17 at about 3:00 AM and was in great pain and unable to move. I called 911 and your team arrived within minutes and were very professional and courteous. I followed them to the hospital in my car and they were very careful to make sure I was behind them. After surgery and several days in ICU and then a care center, he is now at home and recovering. We can't thank you enough for the service and the integrity of your EMT and the service provided by the San Ramon Valley Fire Protection District.

Sincerely

Mrs. Charles Soule

[REDACTED]
[REDACTED]

Brooks, Sue

From: Price, Richard
Sent: Sunday, January 06, 2013 12:05 PM
To: Brooks, Sue
Subject: Fwd: Thank You

Sent from my iPhone

Begin forwarded message:

From: [REDACTED]
Date: January 6, 2013, 11:31:24 AM PST
To: <rprice@srvfire.ca.gov>
Subject: Thank You

Dear Chief Price -

Thank you for your kind card sent to my mom, Pauline McDaniel. She has been a resident of Diablo Lodge in Danville since 2008.

SRV fire emergency personnel transported my mother to Kaiser Walnut Creek in Nov 2012. My mom has had a difficult time recovering in a skilled nursing facility since her surgery in Nov.

Our family appreciates the kindness your staff bestowed upon my mom during her transport. We know she would not be here today without the prompt and caring attention of your staff.

Please extend my thanks to your staff. Thank you again for your card.

Sincerely,
Jane McDaniel Claar, daughter of Pauline McDaniel
[REDACTED]



Police Department

2000 Stevenson Boulevard, P.O. Box 5007, Fremont, CA 94537-5007

510 790-6800 *ph* | 510 790-6801 *fax* | www.fremont.gov

January 2, 2013

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

Dear Chief Price:

Thank you for your support in allowing your personnel to assist with the memorial services for Fremont Police Detective Don George on December 27, 2012. The engines and trucks positioned along the funeral procession route were an amazing show of support. I apologize I do not have the names of the individuals who assisted us that day, but please extend my thanks to them.

It was a difficult day for our department, but the support we received from your agency, as well as others, truly contributed to the services, which meant a great deal to Don's family and friends, and the members of the Fremont Police Department.

Sincerely,

A handwritten signature in cursive script that reads "Richard Lucero".

Richard Lucero
Interim Chief of Police
Fremont Police Department



December 1st,

Dear Mr. Price,

I wanted to say thank you for my special
ride in the fire truck to Sycamore Elementary.
It was so much fun.

I would like to thank Kimberly French,
captain Rob Spivey, Jeff Ho, and John Bahorshi
for taking the time out of their day to make my
day so special.

My class is so excited about entering the
rowing contest next year. We loved the hats.

It was a day I will never forget.
I hope you all have a happy holiday!

Love,
Gabriela Lovers



OPERATIONS

Standards of Cover Policy Compliance Report

December 1, 2012 - December 31, 2012

| First Unit Response | SOC Goal 1, 5, 6 | | SOC Goal 2, 5, 6 | | SOC Goal 3, 5, 6 | |
|---------------------|---------------------|-------|-----------------------|-------|-------------------|-------|
| | Urban (Count = 288) | | Suburban (Count = 98) | | Rural (Count = 4) | |
| | Goal | Y-T-D | Goal | Y-T-D | Goal | Y-T-D |
| | 7:00 | 7:05 | 8:00 | 8:19 | 15:00 | 17:33 |
| | 98% | 99% | 98% | 97% | 100% | 96% |

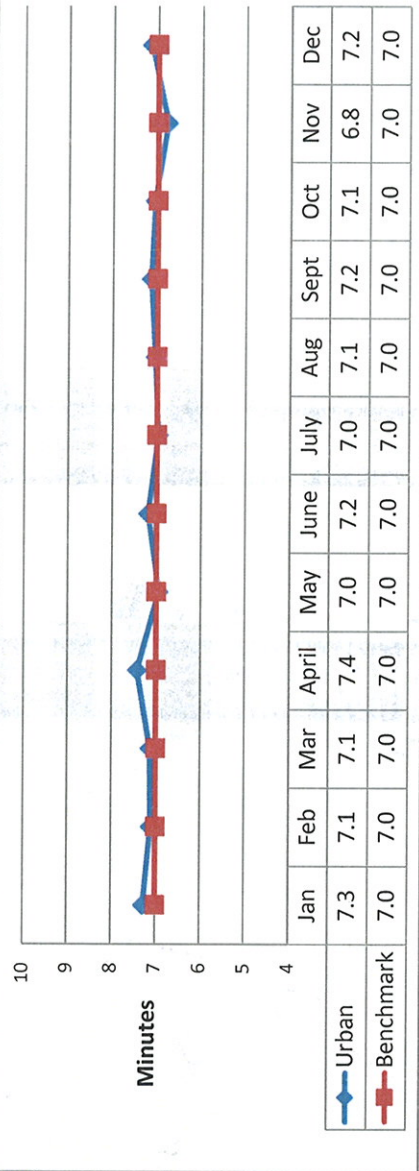
| ERF Fire Response | SOC Goal 4 | | | | | |
|-------------------|-------------------|-------|----------------------|-------|-------------------|-------|
| | Urban (Count = 0) | | Suburban (Count = 1) | | Rural (Count = 0) | |
| | Goal | Y-T-D | Goal | Y-T-D | Goal | Y-T-D |
| | 11:00 | 15:35 | 12:00 | 16:33 | 21:00 | 11:28 |
| | 0% | 38% | 0% | 17% | 0% | 100% |

| ERF Medical Response | SOC Goal 8 | | | | | |
|----------------------|---------------------|-------|-----------------------|-------|-------------------|-------|
| | Urban (Count = 126) | | Suburban (Count = 39) | | Rural (Count = 3) | |
| | Goal | Y-T-D | Goal | Y-T-D | Goal | Y-T-D |
| | 9:00 | 9:07 | 10:00 | 10:17 | 21:00 | 14:59 |
| | 97% | 99% | 92% | 99% | 100% | 100% |

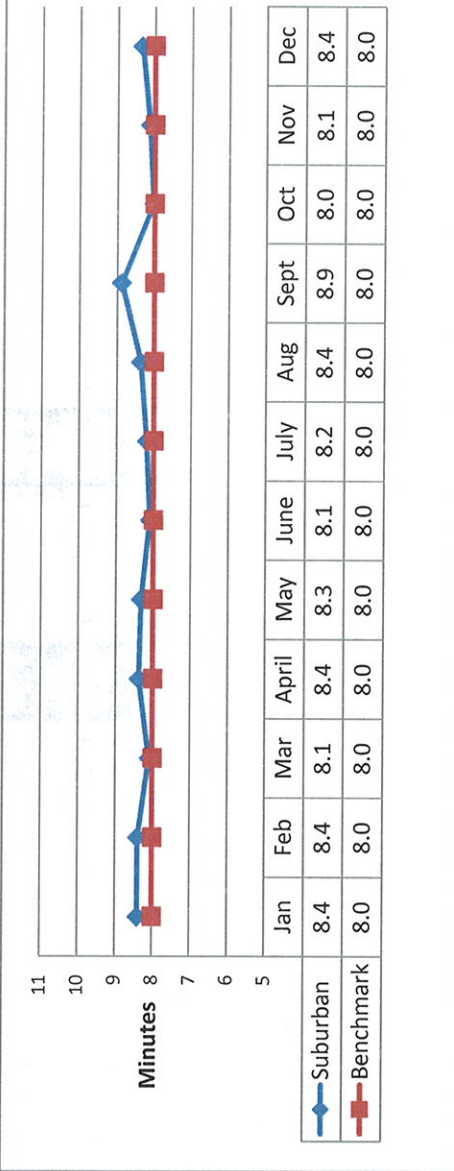
| Call Processing Time | SOC Goal 7 | | |
|----------------------|--------------|-------|-------|
| | Turnout Time | | |
| | Goal | Y-T-D | Y-T-D |
| | 1:00 | 0:50 | 2:28 |
| | 100% | 100% | 87% |

First Unit Response

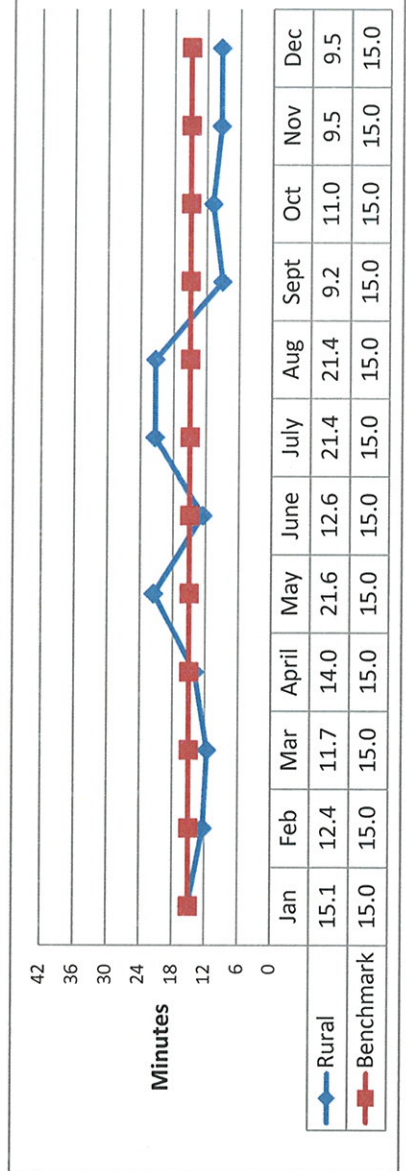
Urban



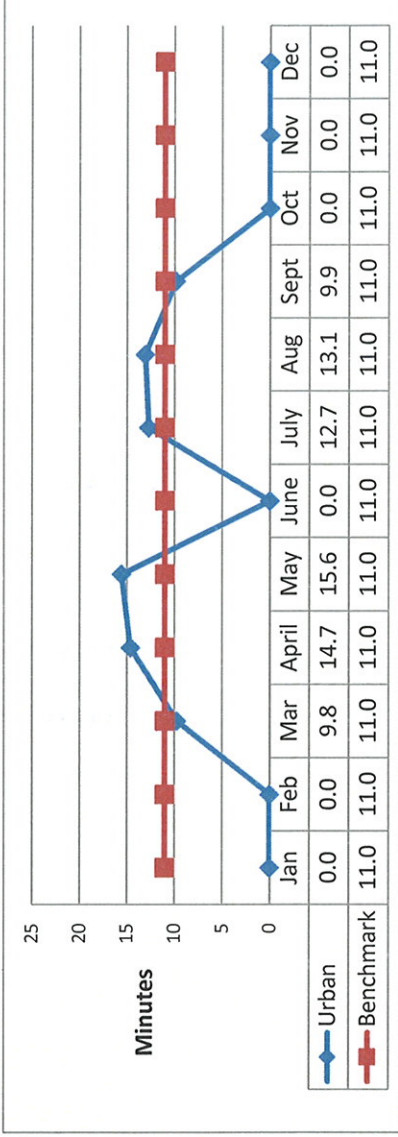
Suburban



Rural



ERF Fire Response
Urban



Goal 1

Distribution of Fire Stations for Built-up Urban Areas of Greater than 2,000 People per Square Mile

To treat and transport medical patients and control small fires, the first-due unit should arrive within 7 minutes total response time, 90 percent of the time from the receipt of the call in fire dispatch. Total response time equates to 1 minute dispatch time, 2 minute crew turnout time and 4 minutes travel time spacing for single units.

Goal 2

Distribution of Fire Stations for Suburban Areas of 1,000 to 2,000 People per Square Mile

The first-due fire unit should arrive within 8 minutes total response time, 90 percent of the time.

Goal 3

Distribution of Fire Stations for Rural Areas of Less than 1,000 People per Square Mile

The first-due fire unit should arrive within 17 minutes total response time, 90 percent of the time.

Goal 4

Effective Response Force (First Alarm) for Urban Areas of Greater than 2,000 People per Square Mile

To confine fires near the room of origin, to stop wildfires less than 5 acres in size when noticed promptly, and to treat up to 5 medical patients at once, a multiple-unit response of at least 18 personnel should arrive within 11 minutes total response time from the time of 911 call receipt, 90 percent of the time. This equates to 1 minute dispatch time, 2 minutes crew turnout time and 8 minutes travel time spacing for multiple units. Suburban areas should receive the full first alarm within 12 minutes total response time, 90 percent of the time with the goal to limit the fire spread to the area already involved upon the arrival of the effective response force. For rural areas, this should be 21 minutes, 90 percent of the time. Outcome goals in these areas would be to confine fires to the building of origin, to care for medical patients upon arrival, and to initiate operations on serious wildland fires.

Goal 5

Hazardous Materials Response

Respond to hazardous materials emergencies with enough trained personnel to protect the community from the hazards associated with the release of hazardous and toxic materials. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California OSHA First Responder Operations (FRO) level. After size-up and scene evaluation is complete a determination will be made whether to request the on-duty District Hazardous Materials Team and/or other appropriate resources.

Goal 6

Technical Rescue

Respond to technical rescue emergencies with enough trained personnel to facilitate a successful rescue. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California Rescue System 1 (RS1) level. After size-up and scene evaluation is complete a determination will be made whether to request the on-duty District Rescue Team and/or other appropriate resources.

Goal 7

Call processing and turnout times

A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

Goal 8

Effective Response Force for Advanced Life Support (ALS) Medical Emergencies

To treat medical patients requiring advanced procedures and skills (defined as Charlie, Delta or Echo), a two-unit response consisting of one paramedic-staffed ambulance and one additional paramedic-staffed unit for a response force of at least five personnel should arrive within 6 minutes travel time in urban areas and 7 minutes travel time in suburban areas, 90 percent of the time. For rural areas, excluding Mt. Diablo State Park, personnel should arrive within 18 minutes travel time 90 percent of the time.

SUPPORT SERVICES

Facilities

1. Station No. 31, Phase 1 and 2 Progress, EBRCSA Project – Installation of Radio Repeater Equipment

- Phase 1 is near complete; the final pending item is the above ground fuel tank. The fuel tank has been relocated, the installation of operational components are in progress and anticipated to be completed by January 18.
- Phase 2 infrastructure work is 90 % complete. The communication equipment is scheduled to be connected to the new antenna by January 22. It is anticipated that the system and operational components of the EBRCSA Station 31 project will be completely functional by February 15. The acceptance, approval and transition to the new radio system will be completed after the construction of the Walnut Creek EBRCSA project is functional. The Walnut Creek project is projected to be complete in March 2013.

2. (New) Station No. 32, Phase 1 Progress

- The installation of tree protection fencing, post and rail fencing along Stone Valley Road and required erosion control measures have been completed. Work in progress includes, minimum site grading corrections, temporary access repair and hydroseeding, completion will be dependent on weather conditions.

3. (New) Station No. 32, Phase 2 Progress:

- LCA Architect has provided the 90% construction documents and they are currently being reviewed by O'Connor Construction Management and District Staff.
- The following milestones have been provided by LCA Architects and O'Connor Construction Management:
 1. (1-15-13) Submit for plan check and permit to Sanitation District;
 2. (1-30-13) Submit for plan check and/or permit to governmental regulatory agencies (County Planning Division, Building Department, Fire Department, etc);
 3. (2-27-13) Request Board Authorization to Bid; and
 4. (4-24-13) Recommend Construction Contract to Board for approval.

Fleet

1. Annual Engine / Truck services in progress.
2. Modular Ambulance Bid received. See Agenda Item 8.4
3. (3) Type 1 Engines sold through public auction (\$202,000 total).
4. (3) Command Vehicles – Quotes received. See Item 8.5.

Information & Technology

1. Printed 1st quarter 2013 hydrant maps for the current inspection assignments.
2. Attended 3-day Standards of Cover training class provided by Firestats, Inc.
3. Attended Leadership San Ramon Valley (LSRV).
4. Attended Regional Radio and District working group meetings.
5. GIS Analyst attended 2-day National Alliance for Public Safety GIS (NAPSG) public safety summit.

Communication Center

1. Attended Regional Radio and working group meetings.
2. Attended Standards of Cover Training.
3. Communications personnel received CPR recertification.
4. Reserve personnel received CPR recertification.

Current Projects

1. AED – Ongoing project for District Aides/Support Services. Confirming location, address, contact info, lat/long, etc.
2. Assisted with the coordination of EBRCS (fuel tanks, electrical issues, moving Communication/Dispatch furniture).
3. District Aides assisted with oxygen cylinder project – ongoing.
4. Toys for Tots barrels were delivered to all Stations, including Admin, by the U.S. Marine Corps. Program starts November 5, with final pick-up of toys and barrels on December 21st. Completed.
5. One Warm Coat – San Ramon Valley Rotary Club placed their container in Admin lobby. Collection of gently used, clean coats, sweaters and blankets for men, women, children and infants in need – Rotary Club will pick up all items by December 17. Completed.

**FIRE PREVENTION
DIVISION**

Fire Prevention Summary of Monthly Activities December 2012

Proposed Activity Report

The attached activity report is proposed to be included in each Board Report as part of the Fire Prevention Summary of Monthly Activities. It is intended to provide some general information and statistics related to code compliance inspections and construction activities. Below is a brief description of what the content will represent.

CODE COMPLIANCE These activities represent fire safety inspections for all occupancies in the District and include commercial businesses and multifamily residential units. Note; There are approximately 1400 inspection records included in the data base, each record is unique in that it represents various criteria related to individual properties. The result is that one record may include 20 buildings in one apartment complex or several businesses within one building or strip mall. Therefore each record does not represent an individual business or building.

INSPECTIONS This number will represent the number of first inspections that were conducted within the month.

REINSPECTIONS This number will represent the number of reinspections conducted within the month and may be inclusive of properties first inspected in previous months.

TOTAL Total inspections completed both first inspections and reinspections.

OCCUPANCY PERMITS This number will represent the number of operational permits issued to businesses. These permits include fire code operational permits that are renewed or one time events; hazardous materials, assembly occupancies, welding, flammable and combustible materials, fuel dispensing into motor vehicles, temporary tent structures, fireworks, etc.

TOTAL INSPECTABLE OCCS This number will represent the total number of inspection records which are approximately 1400 but may vary as we add new construction projects or modify existing records.

TOTAL STARTED This number will represent the total number of inspectable occupancies started.

% STARTED The percentage of the total number of inspectable occupancies started.

TOTAL COMPLETED This number represents the total number of inspectable occupancies that have received an inspection, corrections have been made and the record has been closed.

% COMPLETED The percentage of the number of inspectable occupancies closed.

Fire Prevention Summary of Monthly Activities December 2012

CONSTRUCTION These activities represent plan review and inspection of the following types of projects; new construction, tenant improvement, fire sprinkler system, fire alarm systems, fire service underground and hydrant installation, access and initial operational permits..

NEW PROJECTS This number represents the number of new construction projects added to the data base. A new construction project may include several plan reviews such as; fire sprinkler, fire alarm, tenant improvement.

PLAN REVIEWS SUBMITTED This number represents the number of submittals for all above stated construction activities.

PLAN REVIEWS COMPLETED This number represents the number of plan reviews approved and does not indicate that the project has been constructed or inspected.

INSPECTIONS This number represents the number of inspections conducted as a result of the plan review completed.

Code Compliance and Construction activities are totaled at the end of each row for YTD.

Potential Issues

Increase in construction activities that were not reviewed or approved by the Fire District.

Upcoming Public Education Classes and Events Scheduled

| | | |
|---------------------------------|-------------------------|--|
| #51 CERT | Administration Building | Saturdays; 8-5 Jan 26 & Feb 2 |
| #52 CERT | Administration Building | Tues and Thurs; 8-5 Feb 26 & Feb 28 |
| Personal Emergency Preparedness | Administration Building | March 20 |
| | | |

ADMINISTRATIVE SERVICES

**Administrative Services Department
December, 2012**

Finance:

Financials:

Balance Sheet (December 31, 2012)

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:

Processed nine employee separations.

Processed administrative leave cash out.

Compiled recommendation for a facilities, fleet and equipment reserve study.

Managed financial aspects of Station 32 construction project.

Managed Medicare Revalidation process.

Administered Assistance to Firefighters Grant for mobile radios and base stations.

Continued implementation of California Public Employees' Pension Reform Act of 2013.

Attended Government Tax Seminar.

Attended Contra Costa County Employees Retirement Association meeting.

Attended Citizen Corp Council meeting.

Human Resources:

Completed background process on 7 Firefighter/Paramedic candidates.

Prepared and extended employment offers to 5 new Firefighter/Paramedics.

Reviewed new hire benefits/general information with new Firefighter/Paramedics.

Processed promotions of 9 Captains.

Processed promotions of 3 Engineers.

Processed promotions of 1 Battalion Chief.

Processed nine (9) employee retirements.

Finalized 125 plan open enrollment.

Began 2013 Firefighter/Paramedic recruitment and coordination of recruitment panels.

Participated in CISR committee discussions.

Began scheduling and coordination of 2013 Engineer promotional exam and 2013 Captain promotional exam.

Processed and communicated 2013 benefit premium increases for employees, retirees, and COBRA participants.

Employee Illness/Injury Report for December 2012

Reportable Injuries – December 2012:

1. December 17, 2012. An Engineer experiencing left shoulder pain – cumulative injury. No lost time.

Note: As of December 31, 2012, there were three (3) employees absent from their regular work assignment. Lost time related to December injuries totaled 1,064 hours.

San Ramon Valley Fire Protection District - O/T and Comp Time Reporting System

12/1/2012 Through 12/31/2012

WORK CODE: 1 STAFFING

| ASSIGNMENT | Time Worked | Time Paid |
|--|-----------------|-----------------|
| 101 HOLD OVER FOR CALL | 6.08 | 8.00 |
| 103 MISC. STAFFING COVE | 8799.83 | 8801.00 |
| 107 LATE/STA. MOVE COVE | 5.17 | 8.00 |
| 199 MID SHIFT RECALL | 22.83 | 23.00 |
| Total All Assignments This Work Type: | 8,833.91 | 8,840.00 |

WORK CODE: 2 TRAINING

| ASSIGNMENT | Time Worked | Time Paid |
|--|---------------|---------------|
| 201 OPERATIONS TRAINING | 40.25 | 40.25 |
| 202 ADMIN SKILLS TRAINI | 8.00 | 8.00 |
| 203 FIRST AID / CPR | 1.00 | 1.00 |
| 209 RESCUE TRAINING | 31.25 | 31.25 |
| 210 HAZ-MAT TRAINING | 147.42 | 147.50 |
| 214 PARAMEDIC - CONT ED | 16.00 | 16.00 |
| 220 2011-1 ACADEMY | 3.00 | 3.00 |
| Total All Assignments This Work Type: | 246.92 | 247.00 |

12/1/2012 Through 12/31/2012

| WORK CODE: 3 | | ASSIGNMENTS | |
|--|---------------------|-----------------|-----------------|
| ASSIGNMENT | | Time Worked | Time Paid |
| 301 | MEETINGS/PROJECT DE | 76.50 | 76.50 |
| 302 | OFC WORK/REPORT WR | 9.75 | 10.25 |
| 310 | MISC. MAINTENANCE | 14.16 | 14.50 |
| 317 | RECRUITMENT EXTER | 9.75 | 9.75 |
| 321 | FP REIMBURSED OVER | 4.00 | 4.00 |
| 340 | PROJECT WORK | 69.25 | 69.50 |
| Total All Assignments This Work Type: | | 183.41 | 184.50 |
| Report Grand Total: | | 9,264.24 | 9,271.50 |

San Ramon Valley Fire Protection District - O/T and Comp Time Reporting System

12/1/2012 Through 12/31/2012

| WORK CODE: | | Time Paid |
|------------|----------------------------|----------------|
| 1 | STAFFING | 8,840.00 |
| 2 | TRAINING | 247.00 |
| 3 | ASSIGNMENTS | 184.50 |
| | Report Grand Total: | <hr/> 9,271.50 |

December 2012 Staffing/Overtime Analysis

| | Staffing OT \$ | Staffing OT Hrs | Staffing OT FTE | Paid FTE | Total Effective FTE | See Note 1 |
|-----------------------------|----------------|-----------------|-----------------|----------|---------------------|------------|
| ACTUAL DECEMBER RESULTS | \$ 488,053 | 8,557.50 | 35.26 | 111.00 | 146.26 | 13.38% |
| PROJECTED DECEMBER | | | | | | |
| HIRING IN PLACE OF OVERTIME | \$ 644,463 | 8,557.50 | | | | |
| NET SAVINGS | | | | | | |
| OVERTIME IN PLACE OF HIRING | \$ 156,411 | | | | | |

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.)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
COMBINED BALANCE SHEET OF ALL FUND TYPES
DECEMBER 31, 2012**

| | GOVERNMENTAL FUND TYPES | | | | | | | AGENCY | | ACCOUNT | | GROUPS | | Totals (Memo Only) |
|---|-------------------------|-------------------------------|-----------------------------------|---|----------------------------------|---|-----------------------|--------------------|----------------------------|-----------------------|------------------------------|----------------------|---------------------|-----------------------|
| | General Fund - 100 | Debt Service Fund - 200 | Capital Projects Fund - 300 | Federal Grant Capital Projects Fund - 310 | Special Revenue Fund - 400 | Equipment/ Vehicles Capital Projects Fund - 600 | PROGRAM Fund - 700 | CERT Fund - 700 | Fixed Assets Fund - 800 | General Fund - 900 | Long-Term Debt Fund - 900 | General | | |
| | | | | | | | | | | | | | | |
| ASSETS | | | | | | | | | | | | | | |
| Cash - Bank of the West | \$ (2,244,571) | \$ - | \$ 2,737,069 | \$ (60,327) | \$ 206 | \$ - | \$ 57,577 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 489,954 | |
| Cash - Bank of the West Money Market @ 0.10% | 3,998,312 | | | | | | | | | | | | 3,998,312 | |
| Cash - Bank of the West Workers' Compensation | (21,428) | | | | | | | | | | | | (21,428) | |
| Cash - Comerica Flexible Spending | 6,122 | | | | | | | | | | | | 6,122 | |
| Petty Cash | 1,250 | | | | | | | | | | | | 1,250 | |
| Investments - LAIF @ 0.32% | 36,837,904 | | | | | | 3,270 | | | | | | 36,841,254 | |
| Investments - LAIF Market Value Adjustment | 41,750 | | | | | | 4 | | | | | | 41,754 | |
| Cash with Fiscal Agent (Note #1) | | 1,329,515 | | | | | | | | | | | 1,329,515 | |
| Accounts Receivable | 342,062 | | | | | | | | | | | | 342,062 | |
| Interest Receivable | 17,844 | | | | | | | | | | | | 17,874 | |
| Prepaid Expenses/Deposits | | | | | | | | | | | | | | |
| Land | | | 238,000 | | | | | | | | | | 238,000 | |
| Buildings & Improvements/Construction | | | | | | | | | | | | | | |
| Equipment | | | | | | | | | 7,105,802 | | | | 7,105,802 | |
| Accumulated Depreciation | | | | | | | | | 27,283,239 | | | | 27,283,239 | |
| Amount to be Provided for General | | | | | | | | | 26,055,765 | | | | 26,055,765 | |
| Long Term Debt | | | | | | | | | (27,952,714) | | | | (27,952,714) | |
| Total Assets | \$ 38,979,325 | \$ 1,329,515 | \$ 2,975,069 | \$ (60,327) | \$ 206 | \$ - | \$ 60,881 | \$ - | \$ 32,492,092 | \$ 19,496,434 | \$ 19,496,434 | \$ 95,273,195 | | |
| LIABILITIES | | | | | | | | | | | | | | |
| Accounts Payable | \$ 12,807 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 12,807 | |
| Accrued Expenses | 3,079,261 | | | | | | | | | | | | 3,079,261 | |
| Deposits Payable | 10,695 | | | | | | | | | | | | 10,695 | |
| Long Term Debt: | | | | | | | | | | | | | | |
| (1) Certificates of Participation | | | | | | | | | | | | | | |
| (2) Vehicle Lease | | | | | | | | | | | | | | |
| Claims Payable | 6,122 | | | | | | | | | | | | 6,122 | |
| Compensated Absences | | | | | | | | | | | | | | |
| Total Liabilities | \$ 3,108,885 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,108,885 | |
| FUND EQUITY | | | | | | | | | | | | | | |
| Investment in General Fixed Assets | | | | | | | | | | | | | | |
| Non-Spendable Fund Balance | | | 238,000 | | | | | | | | | | 238,000 | |
| Restricted Fund Balance | | | | | | | | | | | | | | |
| Committed Fund Balance: | | | | | | | | | | | | | | |
| Workers' Compensation Claims | 1,000,000 | | | | | | | | | | | | 1,000,000 | |
| Refinery Property Tax Claim | 460,000 | | | | | | | | | | | | 460,000 | |
| Station 32/Capital Improvement Projects | 5,527,445 | | | | | | | | | | | | 5,527,445 | |
| Budget Stabilization | 16,097,700 | | | | | | | | | | | | 16,097,700 | |
| Tactical Training Center | | | 2,709,585 | | | | | | | | | | 2,709,585 | |
| Assigned Fund Balance: | | | | | | | | | | | | | | |
| Budgetary Deficit | 4,210,978 | | | | | | | | | | | | 4,210,978 | |
| Other Assigned Fund Balance | 63,340 | | | | | | | | | | | | 63,340 | |
| Unassigned Fund Balance | 8,510,969 | | | | | | | | | | | | 8,510,969 | |
| Total Fund Balance | \$ 35,870,440 | \$ 1,329,515 | \$ 2,975,069 | \$ (60,327) | \$ 206 | \$ - | \$ 60,881 | \$ - | \$ 32,492,092 | \$ 19,496,434 | \$ 19,496,434 | \$ 72,667,870 | | |
| Total Liabilities and Fund Equity | \$ 38,979,325 | \$ 1,329,515 | \$ 2,975,069 | \$ (60,327) | \$ 206 | \$ - | \$ 60,881 | \$ - | \$ 32,492,092 | \$ 19,496,434 | \$ 19,496,434 | \$ 95,273,195 | | |

Note 1 - US Bank:
 Reserve Fund (COP 2003) Market Value \$730,072, Interest Rate 0.04% (Money Market Fund)
 Lease Fund (COP 2003) Market Value \$5, Interest Rate 0.009% (Money Market Fund)
 Reserve Fund (COP 2006) Market Value \$599,435, Interest Rate 0.04% (Money Market Fund)
 Lease Fund (COP 2006) Market Value \$3, Interest Rate 0.00% (Money Market Fund)

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
REVENUES (ALL FUNDS)
FISCAL YEAR 2012/2013
JULY 1, 2012 - DECEMBER 31, 2012

| GL CODE | DESCRIPTION | 2009/2010 ACTUAL REVENUE | 2010/2011 ACTUAL REVENUE | 2011/2012 ACTUAL REVENUE | 2012/2013 ESTIMATED REVENUE | 2012/2013 REALIZED REVENUE |
|-------------|---|--------------------------------|--------------------------------|--------------------------------|-----------------------------------|----------------------------------|
| 4100 | TAXES | | | | | |
| 4110 | PROPERTY TAXES - CURRENT SECURED | \$48,555,854 | \$47,388,882 | \$47,933,548 | \$48,274,589 | \$26,609,628 |
| 4120 | PROPERTY TAXES - SUPPLEMENTAL | \$649,615 | \$699,652 | \$489,994 | \$146,412 | \$92,496 |
| 4130 | PROPERTY TAXES - UTILITIES (Unitary) | \$760,539 | \$896,045 | \$959,401 | \$978,589 | \$515,677 |
| 4140 | PROPERTY TAXES - CURRENT UNSECURED | \$1,832,522 | \$1,747,874 | \$1,841,275 | \$1,765,227 | \$1,740,801 |
| 4145 | HOMEOWNERS PROPERTY TAX RELIEF | \$545,216 | \$537,428 | \$526,371 | \$494,700 | \$0 |
| 4150 | LESS TAXES RETURNED TO COUNTY | (\$1,412,883) | (\$1,338,944) | (\$1,251,584) | (\$1,584,551) | (\$1,513,607) |
| 4160 | LESS COUNTY TAX ADMINISTRATION | (\$547,169) | (\$523,908) | (\$496,473) | (\$506,402) | (\$140) |
| 4170 | PROPERTY TAXES - PRIOR SECURED | (\$339,632) | (\$67,962) | (\$449,320) | (\$458,307) | (\$23,896) |
| 4180 | PROPERTY TAXES - PRIOR SUPPLEMENTAL | (\$393,227) | (\$185,201) | (\$187,054) | (\$190,795) | (\$2,272) |
| 4190 | PROPERTY TAXES - PRIOR UNSECURED | \$29,210 | \$30,951 | (\$37,029) | (\$62,379) | \$21,508 |
| | | \$49,680,045 | \$49,184,817 | \$49,329,132 | \$48,857,083 | \$27,440,195 |
| 4200 | INTERGOVERNMENTAL REVENUE | | | | | |
| 4220 | MEASURE "H" | \$0 | \$0 | \$112,184 | \$25,000 | \$0 |
| 4230 | SB-90 MANDATED COSTS | \$59,662 | \$18,333 | \$13,323 | \$15,000 | \$0 |
| 4240 | MISCELLANEOUS STATE AID/GRANTS | \$309,199 | \$35,723 | \$91,609 | \$35,000 | \$217,013 |
| 4245 | FEDERAL GRANT REVENUE | \$0 | \$0 | \$0 | \$1,908,683 | \$1,502,223 |
| 4250 | OTHER INTERGOVERNMENTAL REVENUE | \$0 | \$3,000,000 | \$245,151 | \$444,711 | \$40,009 |
| | | \$368,861 | \$3,054,056 | \$462,267 | \$2,426,394 | \$1,759,245 |
| 4300 | CHARGES FOR SERVICE | | | | | |
| 4310 | INSPECTION FEES | \$40,847 | \$32,729 | \$60,324 | \$42,000 | \$29,786 |
| 4315 | PLAN REVIEW | \$120,522 | \$173,623 | \$248,626 | \$265,000 | \$179,282 |
| 4320 | WEED ABATEMENT CHARGES | \$8,299 | \$4,435 | \$2,984 | \$4,000 | \$18,205 |
| 4325 | ADMINISTRATIVE CITATION CHARGES | \$0 | \$8,250 | \$35,321 | \$23,000 | \$15,775 |
| 4330 | AMBULANCE SERVICES | \$2,388,582 | \$2,202,045 | \$2,439,773 | \$2,300,000 | \$1,283,072 |
| 4340 | CPR CLASSES | \$2,278 | \$2,955 | \$2,555 | \$2,000 | \$575 |
| 4350 | REPORTS/PHOTOCOPIES | \$1,796 | \$1,560 | \$5,464 | \$1,100 | \$3,134 |
| 4360 | MISCELLANEOUS CURRENT SERVICES | \$0 | \$0 | \$0 | \$0 | \$0 |
| | | \$2,562,304 | \$2,425,597 | \$2,795,047 | \$2,637,100 | \$1,529,829 |
| 4400 | USE OF MONEY & PROPERTY | | | | | |
| 4410 | INVESTMENT EARNINGS | \$250,322 | \$152,454 | \$98,835 | \$156,600 | \$45,053 |
| | | \$250,322 | \$152,454 | \$98,835 | \$156,600 | \$45,053 |
| 4500 | RENTS, ROYALTIES AND COMMISSIONS | | | | | |
| 4510 | RENT ON REAL ESTATE | \$143,852 | \$159,877 | \$189,978 | \$305,000 | \$169,485 |
| | | \$143,852 | \$159,877 | \$189,978 | \$305,000 | \$169,485 |
| 4600 | OTHER REVENUE | | | | | |
| 4610 | DONATIONS/CONTRIBUTIONS | \$500 | \$917 | \$7,355 | \$5,000 | \$225 |
| 4620 | SALE OF PROPERTY | \$19,348 | \$9,203 | \$7,960 | \$755,000 | \$164,845 |
| 4640 | MISCELLANEOUS REVENUE | \$38,897 | \$25,938 | \$45,769 | \$10,000 | \$43,889 |
| | | \$58,745 | \$36,058 | \$61,084 | \$770,000 | \$208,959 |
| 4900 | OTHER FINANCING SOURCES | | | | | |
| 4920 | LEASE PROCEEDS | \$0 | \$3,400,000 | \$0 | \$2,750,000 | \$0 |
| | | \$0 | \$3,400,000 | \$0 | \$2,750,000 | \$0 |
| | REVENUE TOTAL | \$53,064,129 | \$58,412,859 | \$52,936,343 | \$57,902,177 | \$31,152,766 |

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

| Month | 2008-09 | | 2009-10 | | 2010-11 | | 2011-12 | | 2012-13 | |
|-----------|------------|--------------|------------|--------------|------------|--------------|------------|--------------|------------|--------------|
| | Revenue | Expenditures | Revenue | Expenditures | Revenue | Expenditures | Revenue | Expenditures | Revenue | Expenditures |
| July | 409,494 | 4,731,355 | 247,304 | 4,758,259 | 166,735 | 4,749,257 | 186,793 | 4,351,134 | 327,098 | 4,374,370 |
| August | 215,934 | 4,086,942 | 222,953 | 3,806,559 | 215,809 | 4,025,589 | 265,453 | 4,513,204 | 319,178 | 4,123,666 |
| September | 367,546 | 4,339,978 | 296,640 | 4,728,793 | 204,485 | 3,953,342 | 312,278 | 3,893,321 | 309,945 | 3,903,613 |
| October | 2,483,697 | 4,137,431 | 1,955,619 | 3,664,748 | 1,892,126 | 3,970,955 | 2,046,255 | 3,735,522 | 2,331,797 | 4,132,784 |
| November | 165,281 | 4,058,659 | 228,442 | 3,778,804 | 220,473 | 4,450,015 | 188,594 | 4,535,275 | 360,982 | 4,246,986 |
| December | 27,327,550 | 4,162,810 | 26,486,066 | 4,293,444 | 25,691,372 | 4,182,987 | 25,787,719 | 4,424,050 | 25,961,035 | 4,181,747 |
| January | 437,643 | 4,026,715 | 2,231,614 | 3,813,140 | 213,894 | 4,015,505 | 265,253 | 3,990,074 | | |
| February | 234,858 | 4,284,220 | 253,553 | 3,865,360 | 176,960 | 3,997,461 | 508,340 | 4,000,893 | | |
| March | 358,150 | 4,551,611 | 263,343 | 4,094,246 | 266,513 | 4,225,922 | 268,932 | 4,016,648 | | |
| April | 19,725,844 | 4,110,947 | 14,980,947 | 3,933,954 | 19,064,857 | 4,162,409 | 18,036,297 | 3,746,578 | | |
| May | 315,047 | 3,773,572 | 2,319,553 | 4,064,248 | 270,777 | 4,149,354 | 344,774 | 3,770,965 | | |
| June | 3,892,839 | 8,012,065 | 3,562,931 | 4,046,928 | 3,611,512 | 3,874,346 | 4,472,525 | 4,206,925 | | |

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
GENERAL FUND EXPENDITURES
FISCAL YEAR 2012/2013
JULY 1, 2012 - DECEMBER 31, 2012

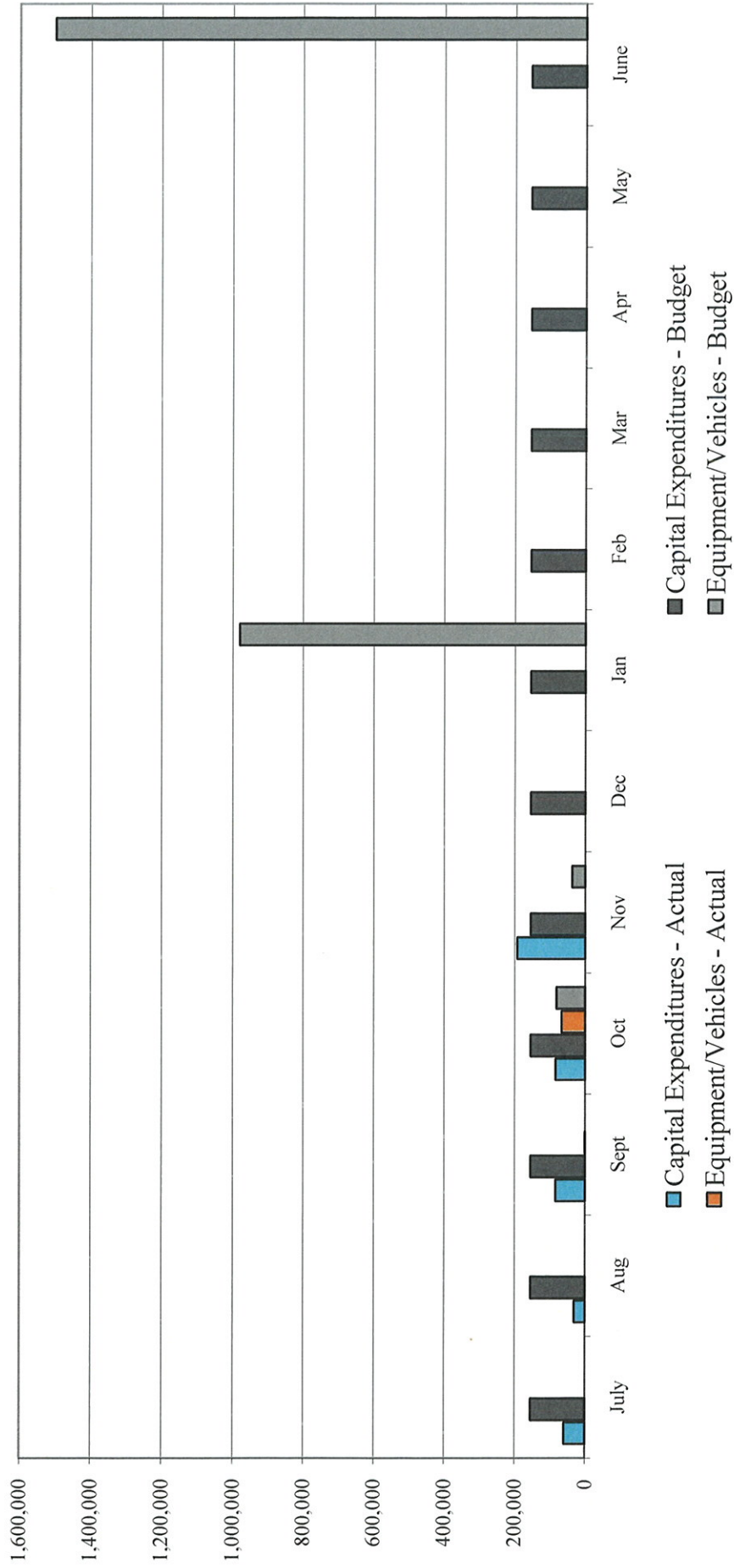
| FISCAL YEAR COMPLETED - 50% | | | | | | | | | |
|---|-------------|---------------------|---------------------|---------------------|---------------------|----------------------|------------------------|------------------|--|
| DESCRIPTION | GL CODE | 2009-2010 ACTUAL | 2010-2011 ACTUAL | 2011-2012 ACTUAL | 2012-2013 BUDGET | EXPENDITURES TO DATE | REMAINING BAL. TO DATE | PERCENT EXPENDED | |
| PERMANENT SALARIES | 5110 | \$21,979,823 | \$21,730,515 | \$21,231,690 | \$21,933,333 | \$10,562,046 | \$11,371,287 | 48.16% | |
| TEMPORARY SALARIES | 5115 | \$223,756 | \$140,161 | \$170,867 | \$146,191 | \$79,225 | \$66,966 | 54.19% | |
| PERMANENT OVERTIME | 5120 | \$4,597,107 | \$4,736,070 | \$5,943,633 | \$4,767,500 | \$3,064,363 | \$1,703,147 | 64.28% | |
| FEDERAL INSURANCE COMPENSATION | 5140 | \$379,421 | \$360,579 | \$385,010 | \$384,505 | \$190,779 | \$193,726 | 49.62% | |
| RETIREMENT CONTRIBUTIONS | 5150 | \$11,654,409 | \$11,811,102 | \$11,131,763 | \$12,993,780 | \$6,187,551 | \$6,806,229 | 47.62% | |
| EMPLOYEE GROUP INSURANCE | 5160 | \$3,445,521 | \$3,942,059 | \$3,678,610 | \$3,711,590 | \$1,691,017 | \$2,020,573 | 45.56% | |
| RETIREE HEALTH INSURANCE | 5170 | \$1,080,915 | \$1,375,426 | \$1,571,813 | \$1,850,000 | \$831,498 | \$1,018,502 | 44.95% | |
| UNEMPLOYMENT INSURANCE | 5180 | \$29,318 | \$2,693 | \$118 | \$20,000 | \$913 | \$19,087 | 4.57% | |
| WORKERS' COMPENSATION INS. | 5190 | \$638,059 | \$874,475 | \$671,135 | \$800,000 | \$395,373 | \$404,627 | 49.42% | |
| TOTAL SALARIES AND BENEFITS | 5100 | \$44,029,329 | \$44,973,080 | \$44,784,659 | \$46,606,899 | \$23,002,755 | \$23,604,144 | 49.35% | |
| OFFICE SUPPLIES | 5202 | \$43,108 | \$40,158 | \$30,218 | \$28,250 | \$9,365 | \$18,885 | 33.15% | |
| POSTAGE | 5204 | \$10,181 | \$11,547 | \$17,385 | \$12,700 | \$3,555 | \$9,145 | 27.99% | |
| TELECOMMUNICATIONS | 5206 | \$191,794 | \$185,194 | \$183,636 | \$201,560 | \$88,360 | \$113,200 | 43.84% | |
| UTILITIES | 5208 | \$302,015 | \$322,395 | \$322,361 | \$281,500 | \$170,900 | \$110,600 | 60.71% | |
| SMALL TOOLS/EQUIPMENT | 5210 | \$128,997 | \$102,739 | \$84,094 | \$92,000 | \$18,783 | \$73,217 | 20.42% | |
| MISCELLANEOUS SUPPLIES | 5212 | \$150,959 | \$104,279 | \$126,724 | \$117,100 | \$38,147 | \$78,953 | 32.58% | |
| MEDICAL SUPPLIES | 5213 | \$115,527 | \$119,249 | \$120,175 | \$103,000 | \$68,935 | \$34,065 | 66.93% | |
| FIREFIGHTING SUPPLIES | 5214 | \$139,196 | \$132,020 | \$71,452 | \$100,252 | \$25,726 | \$74,526 | 25.66% | |
| PHARMACEUTICAL SUPPLIES | 5216 | \$35,173 | \$46,548 | \$36,286 | \$36,500 | \$19,488 | \$17,012 | 53.39% | |
| COMPUTER SUPPLIES | 5218 | \$55,612 | \$28,610 | \$11,859 | \$39,500 | \$7,409 | \$32,091 | 18.76% | |
| RADIO EQUIPMENT & SUPPLIES | 5219 | \$50,198 | \$342,998 | \$72,432 | \$139,850 | \$31,370 | \$108,480 | 22.43% | |
| FILM PROCESSING/SUPPLIES | 5220 | \$741 | \$25 | \$0 | \$0 | \$0 | \$0 | | |
| FOOD SUPPLIES | 5222 | \$22,148 | \$23,015 | \$18,748 | \$20,450 | \$13,894 | \$6,556 | 67.94% | |
| PPE INSPECTION & REPAIRS | 5223 | \$0 | \$0 | \$29,267 | \$36,000 | \$1,197 | \$34,803 | 3.33% | |
| SAFETY CLOTHING/SUPPLIES | 5224 | \$132,513 | \$144,594 | \$231,465 | \$239,499 | \$9,206 | \$230,293 | 3.84% | |
| CLASS A UNIFORMS & SUPPLIES | 5225 | \$0 | \$0 | \$720 | \$1,000 | \$905 | \$95 | 90.50% | |
| NON-SAFETY CLOTHING/SUPPLIES | 5226 | \$67,028 | \$26,317 | \$24,689 | \$23,200 | \$2,801 | \$20,399 | 12.07% | |
| CLASS B UNIFORMS & SUPPLIES | 5227 | \$0 | \$0 | \$2,161 | \$25,000 | \$6,177 | \$18,823 | 24.71% | |
| HOUSEHOLD SUPPLIES | 5228 | \$40,834 | \$37,749 | \$40,553 | \$40,000 | \$18,181 | \$21,819 | 45.45% | |
| CENTRAL GARAGE - REPAIRS | 5230 | \$110,747 | \$74,712 | \$121,634 | \$100,000 | \$32,263 | \$67,737 | 32.26% | |
| CENTRAL GARAGE - MAINTENANCE | 5231 | \$18,074 | \$14,325 | \$9,784 | \$20,000 | \$5,879 | \$14,121 | 29.40% | |
| CENTRAL GARAGE - GAS, DIESEL & OIL | 5232 | \$165,112 | \$161,507 | \$174,888 | \$199,500 | \$73,097 | \$126,403 | 36.64% | |
| CENTRAL GARAGE - TIRES | 5234 | \$39,221 | \$20,197 | \$58,875 | \$40,000 | \$25,463 | \$14,537 | 63.66% | |
| CENTRAL GARAGE - MANDATED INSP. | 5235 | \$8,260 | \$10,240 | \$9,330 | \$12,500 | \$0 | \$12,500 | 0.00% | |
| MAINT./REPAIRS - EQUIPMENT | 5236 | \$96,527 | \$103,571 | \$107,632 | \$126,004 | \$71,858 | \$54,146 | 57.03% | |
| MAINT./REPAIRS - RADIO & ELECTRONIC | 5238 | \$333,941 | \$307,774 | \$331,986 | \$355,006 | \$159,749 | \$195,257 | 45.00% | |
| MAINT./REPAIRS - BUILDINGS | 5240 | \$217,464 | \$104,677 | \$132,488 | \$131,750 | \$55,530 | \$76,220 | 42.15% | |
| MAINT./REPAIRS - GROUNDS | 5242 | \$46,871 | \$36,171 | \$33,700 | \$37,500 | \$13,023 | \$24,477 | 34.73% | |
| RENTS & LEASES-EQUIP./PROPERTY | 5246 | \$54,890 | \$42,893 | \$48,938 | \$71,300 | \$66,680 | \$4,620 | 93.52% | |
| PROFESSIONAL/SPECIALIZED SERVICES | 5250 | \$746,996 | \$822,554 | \$653,019 | \$989,526 | \$251,228 | \$738,298 | 25.39% | |
| RECRUITING COSTS | 5251 | \$63,582 | \$35,680 | \$101,946 | \$82,800 | \$34,012 | \$48,788 | 41.08% | |
| LEGAL SERVICES | 5252 | \$246,839 | \$192,663 | \$391,532 | \$336,000 | \$144,093 | \$191,907 | 42.88% | |
| MEDICAL SERVICES | 5254 | \$112,336 | \$83,633 | \$95,857 | \$126,500 | \$7,925 | \$118,575 | 6.26% | |
| DATA PROCESSING SERVICES | 5256 | \$70 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| COMMUNICATIONS SERVICES | 5258 | \$3,738 | \$1,577 | \$0 | \$78,600 | \$0 | \$78,600 | 0.00% | |
| DOCUMENT MANAGEMENT SERVICES | 5260 | \$510 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| ELECTION SERVICES | 5262 | \$0 | \$51,099 | \$0 | \$117,768 | \$0 | \$117,768 | 0.00% | |
| INSURANCE SERVICES | 5264 | \$481,274 | \$493,476 | \$497,815 | \$437,000 | \$388,378 | \$48,622 | 88.87% | |
| PUBLICATION OF LEGAL NOTICES | 5270 | \$949 | \$5,552 | \$1,578 | \$500 | \$494 | \$6 | 98.80% | |
| SPECIALIZED PRINTING | 5272 | \$55,936 | \$24,155 | \$18,454 | \$25,620 | \$1,688 | \$24,932 | 6.34% | |
| MEMBERSHIPS | 5274 | \$48,871 | \$53,784 | \$48,575 | \$58,195 | \$51,435 | \$6,760 | 88.38% | |
| EDUCATIONAL COURSES/SUPPLIES | 5276 | \$138,221 | \$48,708 | \$52,091 | \$59,000 | \$21,702 | \$37,298 | 36.78% | |
| EDUCATIONAL ASSISTANCE PROGRAM | 5277 | \$30,761 | \$26,514 | \$22,051 | \$45,000 | \$9,476 | \$35,524 | 21.06% | |
| PUBLIC EDUCATIONAL SUPPLIES | 5278 | \$22,529 | \$20,074 | \$13,219 | \$11,000 | \$664 | \$10,336 | 6.04% | |
| BOOKS & PERIODICALS | 5280 | \$21,447 | \$21,700 | \$10,216 | \$25,800 | \$2,988 | \$22,812 | 11.58% | |
| RECOGNITION SUPPLIES | 5282 | \$4,889 | \$6,573 | \$3,364 | \$6,500 | \$1,169 | \$5,331 | 17.98% | |
| MEETINGS/TRAVEL EXPENSES | 5284 | \$109,023 | \$46,773 | \$39,734 | \$45,000 | \$7,218 | \$37,782 | 16.04% | |
| OTHER - CLAIMS EXPENSE | 5286 | \$154,062 | \$304,845 | \$0 | \$0 | \$0 | \$0 | | |
| TOTAL SERVICES AND SUPPLIES | 5200 | \$4,819,154 | \$4,784,062 | \$4,399,929 | \$5,076,730 | \$1,960,411 | \$3,116,319 | 38.62% | |
| TOTAL G/F OPERATING EXPENDITURES | | \$48,848,483 | \$49,757,142 | \$49,184,588 | \$51,683,629 | \$24,963,166 | \$26,720,463 | 48.30% | |

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
 CAPITAL PROJECTS, EQUIP/VEHICLES, DEBT SERVICE, SAN RAMON VALLEY FIRE COMMUNITY FUND
 FISCAL YEAR 2012/2013
 JULY 1, 2012 - DECEMBER 31, 2012

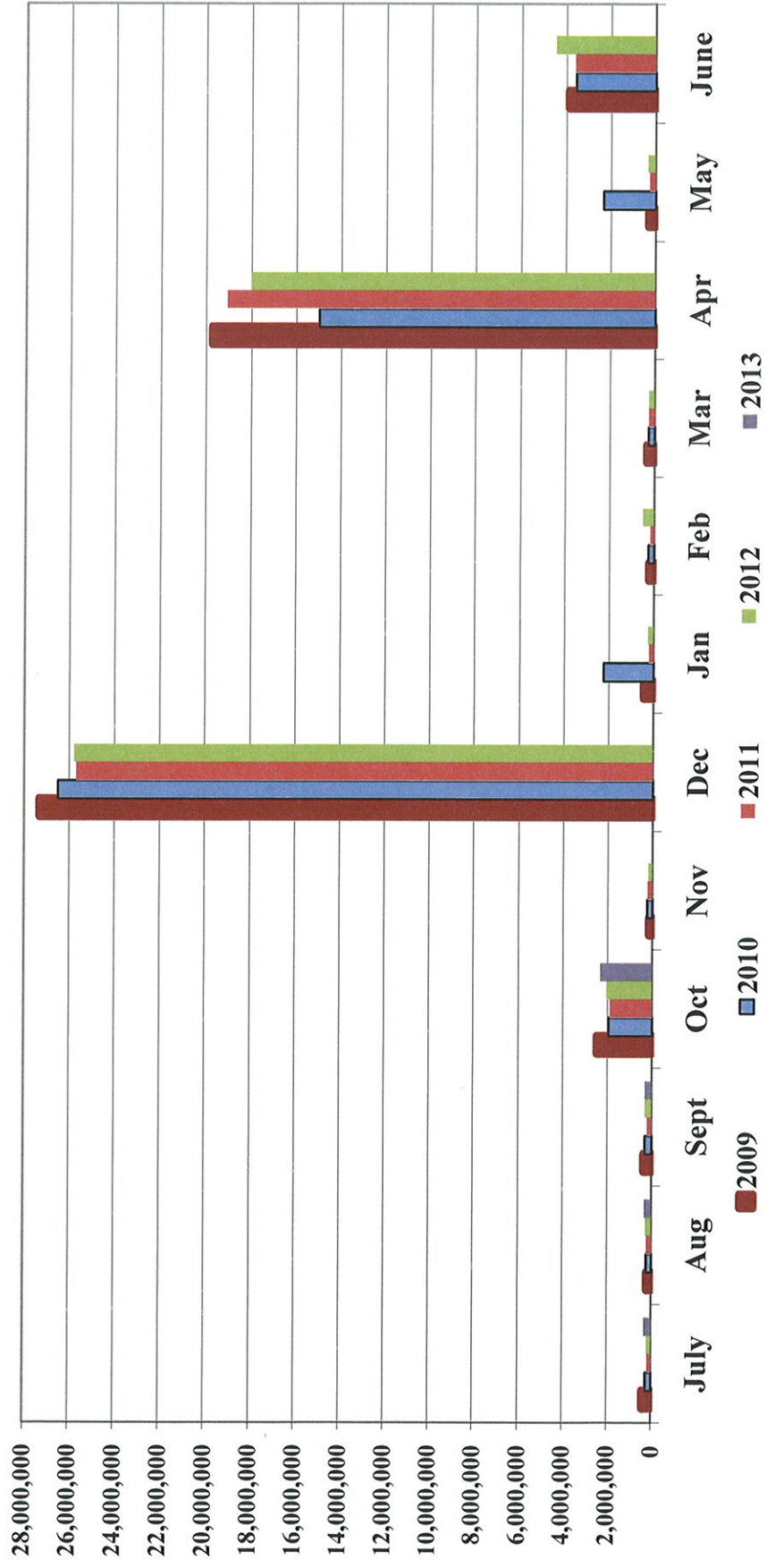
| FISCAL YEAR COMPLETED - 50% | | | | | | | | |
|--|-----------|---------------------|---------------------|---------------------|---------------------|-------------------------|---------------------------|---------------------|
| DESCRIPTION | GL CODE | 2009/2010 ACTUAL | 2010/2011 ACTUAL | 2011/2012 ACTUAL | 2012/2013 BUDGET | EXPENDITURES TO DATE | REMAINING BAL. TO DATE | PERCENT EXPENDED |
| RENTS & LEASES - PROPERTY | 5245 | \$12,500 | \$12,500 | \$12,500 | \$0 | \$0 | \$0 | |
| DESIGN/CONSTRUCTION | 6105/6110 | \$1,917,755 | \$652,060 | \$297,355 | \$1,808,988 | \$457,255 | \$1,351,733 | 25% |
| VARIOUS IMPROVEMENTS | 6120 | \$224,490 | \$47,634 | \$46,018 | \$50,000 | \$23,243 | \$26,757 | 46% |
| TOTAL CAPITAL PROJECTS (FUND 300) | | \$2,154,746 | \$712,194 | \$355,873 | \$1,858,988 | \$480,498 | \$1,378,490 | 25% |
| RADIO/ELECTRONIC EQUIPMENT | 6230 | | | \$0 | \$2,724,155 | \$1,929,181 | \$794,974 | 71% |
| TOTAL FEDERAL GRANT CAPITAL PROJECTS (FUND 310) | | | | | \$2,724,155 | \$1,929,181 | \$794,974 | 71% |
| OFFICE EQUIP. & FURNISHINGS | 6210 | \$11,905 | \$0 | \$0 | | \$0 | \$0 | |
| MEDICAL/LAB EQUIPMENT | 6220 | \$11,397 | \$0 | \$0 | | \$0 | \$0 | |
| RADIO/ELECTRONIC EQUIPMENT | 6230 | \$247,764 | \$425,512 | \$264,441 | \$37,500 | \$0 | \$37,500 | 0% |
| TOOLS & SUNDRY EQUIPMENT | 6240 | \$204,987 | \$25,000 | \$43,700 | \$1,580,798 | \$80,785 | \$1,500,012 | 5% |
| AUTO & TRUCKS | 6250 | \$465,181 | \$3,214,898 | \$119,879 | \$980,000 | \$0 | \$980,000 | 0% |
| TOTAL EQUIPMENT/VEHICLES (FUND 600) | | \$941,234 | \$3,665,410 | \$428,020 | \$2,598,298 | \$80,786 | \$2,517,512 | 3% |
| BOND REDEMPTION - 2003/2009/2012 COP | 5310 | \$1,330,979 | \$1,325,885 | \$1,328,630 | \$1,504,708 | \$1,043,483 | \$461,225 | 69% |
| VEHICLE LEASE #2 | 5310 | \$329,498 | \$329,498 | \$329,497 | \$0 | \$0 | \$0 | |
| VEHICLE LEASE #3 | 5310 | \$756,032 | \$756,032 | \$756,033 | \$0 | \$0 | \$0 | |
| VEHICLE LEASE #4 | 5310 | | | \$534,010 | \$534,011 | \$267,006 | \$267,005 | 50% |
| TOTAL DEBT SERVICE (FUND 200) | | \$2,416,509 | \$2,411,415 | \$2,948,170 | \$2,038,719 | \$1,310,489 | \$728,230 | 64% |
| OTHER SPECIAL DISTRICT EXPENDITURES | 5286 | | \$0 | \$858 | \$7,000 | \$6,903 | \$97 | 99% |
| TOTAL SRVF COMMUNITY FUND (FUND 400) | | | \$0 | \$858 | \$7,000 | \$6,903 | \$97 | 99% |
| TOTAL - CAPITAL, EQUIPMENT, DEBT SERVICE, SRVF COMMUNITY & FEDERAL GRANT FUND | | \$5,512,489 | \$6,789,019 | \$3,732,921 | \$9,227,160 | \$3,807,857 | \$5,419,303 | 41% |

CAPITAL & EQUIPMENT/VEHICLES FUNDS

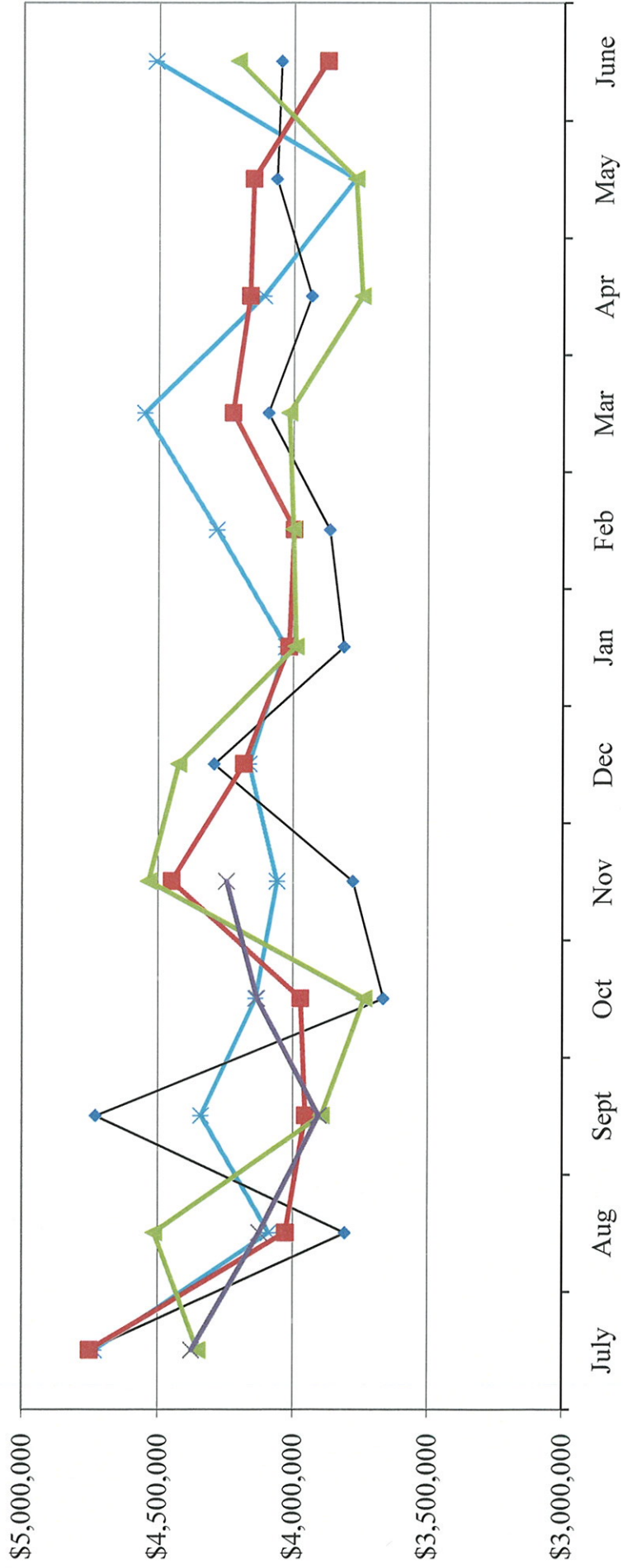
COMPARISON OF ACTUAL TO BUDGET FISCAL YEAR 2012-2013



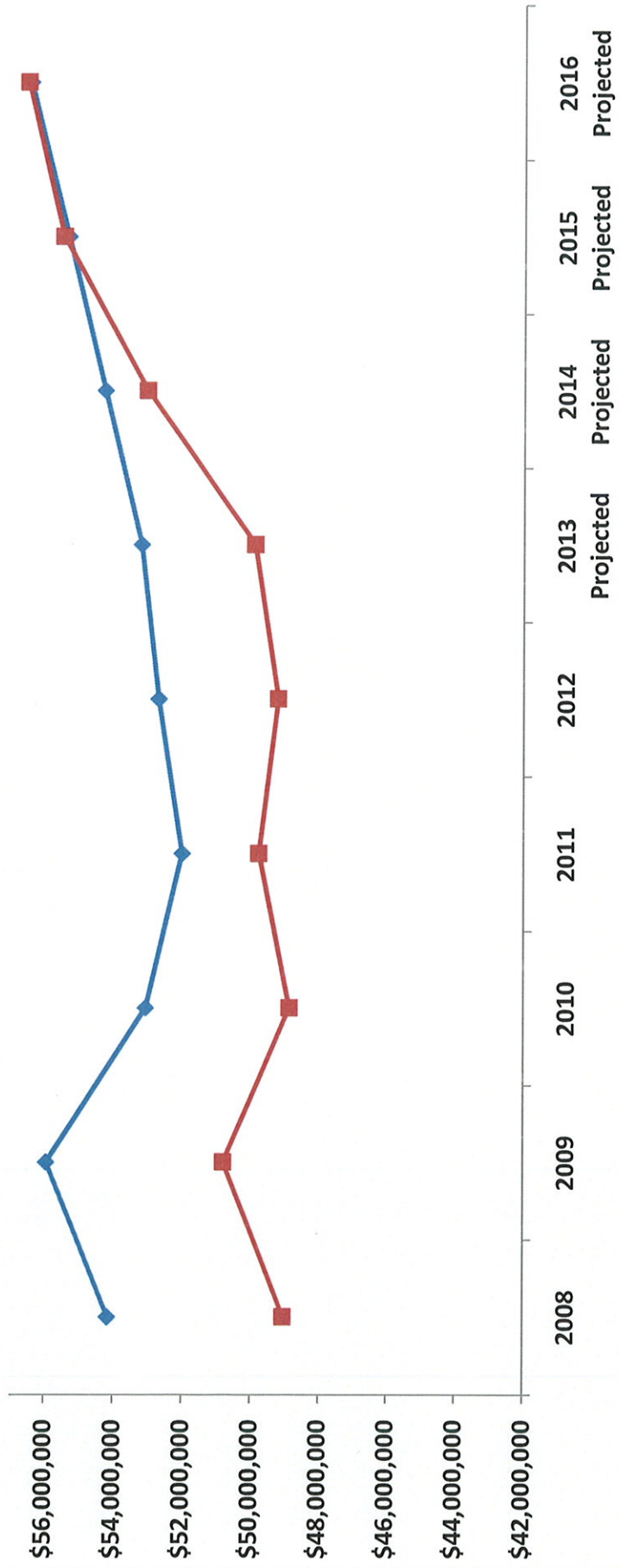
**GENERAL FUND REVENUE
FISCAL YEARS 2009 - 2013**



**GENERAL FUND EXPENDITURES BY MONTH
FISCAL YEARS 2009 - 2013**



**GENERAL FUND
2008 - 2016 PROJECTED**



**GENERAL FUND
COMPARISON OF ACTUAL TO BUDGETED
FISCAL YEAR 2012-13**

