SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Wednesday, June 26, 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 - <u>Boardroom</u> 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 May, 2013 in the amount of \$3,196,904.37.
- 5.2 Approve the demand register for the period May 11, 2013 through June 14, 2013, in the amount of \$3,079,955.14.
- 5.3 Approve the minutes from the May 22, 2013 regular Board meeting, including District Counsel's closed session report, May 29th Board Budget Workshop and June 7, 2013 Special Meeting.
- 5.4 Adoption of Annual Operating Budget for Fiscal Year 2013/2014.
- 5.5 Adoption of Debt Management Policy.
- 5.6 Personnel Actions:
 - 1. Approve staff's recommendation to award a merit salary increase to Dispatcher R. Herron to Step 4, effective July 6, 2013.
 - 2. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedics: M. Armario-Lyons, R. Bock-Williams, C. Conley, A. Romero, and C. Stevenson to Step 2, effective July 1, 2013.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

7. OLD BUSINESS

7.1 Open Public Hearing for the purpose of receiving public comment to show cause why hazard abatement orders should not be enforced.

8. <u>NEW BUSINESS</u>

- 8.1 Discussion and possible approval of Excess Workers Compensation Insurance for 2013-14.
- 8.2 Discussion and possible approval of the purchase of Fire Chief Command Vehicle.
- 8.3 Open Public Hearing regarding Ordinance No. 28 adopting the District Fee Schedule.
- 8.4 Discussion and possible approval of new perimeter fence at new Station 32 in an amount not to exceed \$10,000.
- 8.5 Discussion and possible approval of amendment to contract with LCA Architects for an additional amount of \$1,200.00 for modifications to the design of new Station 32.
- 8.6 Discussion and possible approval of amendment to contract with LCA Architects for an additional amount of \$7,785.00 for redesigned features of new Station 32.
- 8.7 Report by Finance Committee from May 23, 2013 Finance Committee meeting.
- 8.8 Consider staff's recommendation to award the bid for videographer services in the amount of \$33,550.00, as part of UASI grant awarded to the SRVEPCCC.
- 8.9 Discussion and possible adoption of modifications to the Standards of Cover.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR MAY, 2013

- 10.1 <u>Operations/Training Division/Special Operations-BC Viera</u> Standards of Cover Policy Compliance Report.
- 10.2 <u>Support Services-BC Viera</u>
 - Support Services Report of monthly activities.
- 10.3 <u>Fire Prevention Fire Marshal Kiefer</u>
 - 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 Fire Chief Meyer
 - 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 Personnel Matter: Request for Leave Without Pay [Pursuant to Government Code § 54957].
- 12.3 Existing litigation [Pursuant to Government Code §54956.9(d)(1)]:
 1). 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.
 - 2). "Contra Costa County Deputy Sheriffs Association v. Contra Costa County Employees' Retirement Association, Contra Costa County Superior Court Case No. MSN12-1870."
- 12.4 Conference with District Counsel Potential Litigation (2 matters). [Pursuant to Government Code §54956.9(d)(2)]. Facts and circumstances that might result in litigation need not be disclosed.
- Personnel Matter: Discuss terms and conditions and possible action of Assistant Chief position [Pursuant to Government Code § 54957 and 54954.5(e)]

13. RETURN TO OPEN SESSION

- 14. <u>REPORT UPON RETURN FROM CLOSED SESSION (if applicable)</u>
- 15. <u>ADJOURNMENT TO THE NEXT REGULAR BOARD OF DIRECTORS</u>
 <u>MEETING SCHEDULED FOR WEDNESDAY, JULY 24, 2013 AT 7:00 P.M. IN</u>
 THE BOARDROOM

REMINDER, REGULAR AUGUST BOARD MEETING HAS BEEN CANCELLED.

Assum F. Burk

Susan F. Brooks, District Clerk

Agenda posted on June 21, 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

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date:

June 26, 2013

To:

Board of Directors

From:

Robert Leete, Administrative Services Director

Gloriann Sasser, Finance Supervisor

Subject:

Adoption of Annual Operating Budget Fiscal Year 2013-2014

Background:

In June 2012 the Board directed staff to reduce costs and present a balanced budget to the Board for Fiscal Year 2013-2014. The proposed Annual Operating Budget Fiscal Year 2013-2014 is balanced.

The Board reviewed the proposed Budget at the Budget Workshop on May 29, 2013. During this process, the Board directed staff to make several changes. These changes have been incorporated in the proposed Budget.

Significant changes to the Budget are detailed below.

- Board of Directors Legal Services decreased \$110,000 due to a decrease in projected legal fees (\$55,000) and elimination of the legislative advocate (\$55,000).
- Finance Professional Services decreased \$10,000 due to a decrease in projected Affordable Care Act legal fees.
- Fire Prevention Salaries and Benefits decreased \$92,735 due to the decision to freeze one vacant Office Assistant II position and one vacant unfunded Deputy Fire Marshal position.
- Facilities Salaries and Benefits decreased \$391,912 due to the decision to freeze one vacant Assistant Chief position.
- Fleet Professional Services decreased \$35,000 due to deferral of fleet/vehicle software development.
- Capital Projects Fund Construction expenditures include \$100,000 for Station 32.
- Apparatus/Equipment Replacement Fund One water tender scheduled for replacement (\$590,000) was removed due to fiscal constraints.
- Debt Service Fund Debt Service decreased \$200,000 due to revision of the projected payment for Station 32 debt.

Recommended Board Action:

Staff recommends the Board adopt the proposed Annual Operating Budget Fiscal Year 2013-2014.

Financial Impacts:

Adoption of the proposed Annual Operating Budget is projected to result in an overall increase to fund balance of \$12,994.



San Ramon Valley Fire Protection District

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Date:

June 26, 2013

To:

Board of Directors

From:

Robert Leete, Administrative Services Director

Gloriann Sasser, Finance Supervisor

Subject:

Debt Management Policy

Background:

The District uses tax-exempt debt to finance various capital projects. The Government Finance Officers Association recommends that local governments adopt comprehensive written debt management policies. In addition, the Internal Revenue Service recently changed tax return Form 990 to require disclosure regarding written procedures related to tax exempt debt issues.

Staff has written a Debt Management Policy that was presented to the Finance Committee in May 2013. The Policy documents the District's current business practices. In addition, the Policy designates responsible parties, establishes procedures to monitor long-term compliance with legal restrictions and documents records retention requirements.

Recommended Board Action:

Staff recommends the Board adopt the Debt Management Policy.

SRVFPD - POLICY AND PROCEDURE



TOPIC:	Debt Manager	ment Policy	
EFFECTIVE DATE:	06/2013	DOC NO:	ADM-GEN
CROSS REF:			

INTRODUCTION

The San Ramon Valley Fire Protection SRVFPD (SRVFPD) recognizes that responsible financial practices necessitate adoption of specific procedures for managing SRVFPD debt. SRVFPD issues debt to provide for capital needs in order to provide all-risk fire, rescue and emergency medical services to the community served.

PURPOSE

To provide comprehensive written procedures to promote post debt issuance compliance with federal tax requirements and debt covenants.

POLICY

SRVFPD debt management practices will comply with federal and state laws and debt covenants. Federal and state laws will govern the following: issuance of tax-exempt debt, disclosure requirements, sale and trading of debt.

DEFINITIONS

Arbitrage rebate - A payment made by an issuer to the federal government in connection with an issue of tax-exempt bonds. The payment represents the amount, if any, of arbitrage earnings on bond proceeds and certain other related funds, except for earnings that are not required to be rebated under limited exemptions provided under the Internal Revenue Code. An issuer generally is required to calculate, once every five years during the life of its bonds, whether or not an arbitrage rebate payment must be made.

Continuing disclosure - The agreement or undertaking by the issuer of municipal securities or an obligated person with respect to such securities to disseminate annual financial information and material event disclosures to the nationally recognized municipal securities information repositories, state information depositories and/or the Municipal Securities Rulemaking Board.

Debt covenants – Rules covering a debt issue.

Debt service – The payment of principal and interest on long-term indebtedness.

INFORMATION

A. SRVFPD will diligently monitor its compliance with debt covenants. Debt service payments will be made in a timely manner. The Administrative Services Director is responsible to ensure compliance with debt covenants.

AUTHOR: Glo	riann Sasser, Finance Super		Page 1 of 2
REVIEWED:	Robert Leete, Administra	tive Services Director	
APPROVED:	Paige Meyer, Fire Chief		
ORIGIN DATE:	03/2013	REVISED DATE:	

SRVFPD - POLICY AND PROCEDURE

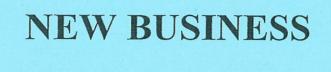


TOPIC:	Debt Managemen		
EFFECTIVE DATE:	06/2013	DOC NO:	ADM-GEN
CROSS REF:			

- B. Bond proceeds will be invested in accordance with the permitted investment language outlined in the debt documents for each debt issuance, unless further restricted or limited in the SRVFPD Investment Policy. Use of derivatives is prohibited.
- C. The use of bond proceeds and their investments shall be monitored to ensure compliance with all Internal Revenue Code Arbitrage Rebate Requirements. The Administrative Services Director is responsible for the following: to ensure that all bond proceeds and investments are recorded in a manner which facilitates accurate calculation; to complete arbitrage rebate calculations as required by law; to make rebate payments in a timely manner.
- D. SRVFPD shall comply with Continuing Disclosure requirements for all debt issues. The Administrative Services Director is responsible for the timely annual filing of the Comprehensive Annual Financial Report and other required information with the Municipal Securities Rulemaking Board Electronic Municipal Market Access.
- E. A copy of all debt-related records shall be retained at the SRVFPD offices. At minimum, these records shall include all official statements, bid documents, bond documents/transcripts, resolutions, trustee statements, leases and title reports for each SRVPD debt issuance.
- F. SRVFPD shall file an annual Internal Revenue Service tax return as required by law for all debt issuances. The Administrative Services Director is responsible for the timely completion and filing of the tax return. The Board of Directors is responsible to annually review and accept the tax return.
- G. SRVFPD shall use the voluntary closing agreement program for tax-exempt bonds to correct violations of federal tax requirements in a timely manner if self-remediation is not available. The Administrative Services Director is responsible to correct any violations related to tax-exempt bonds through voluntary closing agreements or self-remediation.

AUTHOR:	Gloriann Sasser, Finance Supe	ervisor	Page 2 of 2
REVIEWED:		ative Services Director	1 2 8 2 2 2 2
APPROVED:	Paige Meyer, Fire Chief		
ORIGIN DATE:	03/2013	REVISED DATE:	

OLD BUSINESS





San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date:

June 26, 2013

To:

Board of Directors

From:

Robert Leete, Administrative Services Director

Subject:

Excess Workers' Compensation Insurance

FY 2013-14

Background:

The District is self insured for workers' compensation insurance. Routine claims are budgeted in the District's annual operating budget and paid as claims occur. The District also budgets a set-aside/contingency of \$1,000,000 for potentially large/extraordinary workers' compensation claims. In order to mitigate loss due to extraordinary claims, the District purchases excess workers' compensation insurance for expenses over and above the \$1,000,000 self-insured retention. The excess workers' compensation insurance policy's term is from July 1 through June 30.

A request for 2013-14 policy year quotations was sent to seven (7) excess workers' compensation insurance companies. Four companies declined to submit quotes for this policy. Three (3) companies submitted quotes.

After reviewing alternatives available to the District and with respect to the District's claims history, staff is recommending that the District Board authorize staff to bind an excess workers' compensation insurance policy with Safety National Casualty Corp. for a total premium of \$275,534. This cost is within the budget authorization.

The recommended policy represents a 9% increase in premium from FY 2012-13.

Recommended Board Action:

Authorize staff to proceed with the acceptance of the excess workers' compensation insurance policy with Safety National Casualty Corp. (Limit of Liability: Statutory, Self-Insured Retention: \$1,000,000, Premium: \$275,534, Rate per \$100 of Payroll: 1.3372).

EXCESS WORKERS' COMPENSATION INSURANCE FY 2013-14

Carrier	Limit of Liability	Employers' Liability Sub-Limit	Self-Insured Retention	Deposit and Winmum	Rate Per \$100 of Payroll
Expiring Policy:					occustate de del Primero Jaco
Safety National Casualty Corp. AM Best: A XI	Statutory	\$1,000,000	\$1,000,000	\$252,822 \$227,540	1.1396
Options:					100000 CORAS -
1. Safety National Casualty Corp AM Best: A XI	Statutory	\$1,000,000/Occurance \$1,000,000 Policy Limit	\$1,000,000	\$275,534 \$247,981	1.3372
2. Safety National Casualty Corp. AM Best: A XI	Statutory	\$1,000,000/Occurance \$1,000,000 Policy Limit	\$1,250,000	\$244,915 \$220,424	1.1336
MECOGODOPHINOSOM SON		,			- Angele and Angele an
3. Star Insurance Co. AM Best: A- IX	\$100,000,000	\$1,000,000	\$1,250,000 first 12 mo. \$750,000 second 12 mo. \$500,000 third 12 mo. and every year thereafter	\$155,843 \$148,051	0.7563
4. New York Marine & General Insurance Co. AM Best: A IX (Verbal Indication)	Statutory	\$1,000,000	\$1,000,000	\$260,000	



San Ramon Valley Fire Protection District

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Date:

June 26, 2013

To:

Board of Directors

From:

John Viera, Battalion Chief

Subject:

Fire Chief Command Vehicle

Background:

In May 2013 the District went to bid in order to purchase a 2013 or 2014 Chevrolet Tahoe, 4WD Command Vehicle for the Fire Chief. Bids were opened on Tuesday, May 28, 2013. Upon verification of specifications, Winner Chevrolet met all requirements. The current delivery time is 75 days from when the order is placed.

<u>Dealership</u>	<u>Quote</u>	Specifications
Winner Chevrolet	\$42,149	Met all specifications for a 2014 Chevrolet Tahoe
Dublin Chevrolet	\$39,692	Did not meet specifications

Recommended Board Action:

Staff recommends the Board of Directors approve the purchase and payment of one (1) 2014 Chevrolet Tahoe for \$42,149.00.



San Ramon Valley Fire Protection District

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Date:

June 26, 2013

To:

Board of Directors

From:

Christina Kiefer, Division Chief

Subject:

First public hearing for the adoption of San Ramon Valley Fire Protection District

Ordinance No. 28 to consider increases to the Schedule of Fees for recovery of costs of

services contained within Ordinance No.27.

Recommended Board Action:

- 1. Introduce and read in title only, the attached District Ordinance No.28: and continue the matter for final adoption.
- 2. Schedule a public hearing on July 24, 2013 for the purpose of adopting the proposed Ordinance.
- 3. Authorize the District Clerk to publish notices of such public hearing pursuant to Government Code Section 6066 and provide a copy for public examination.

Background:

On December 16, 2010 the District Board of Directors approved Ordinance No. 25. The fee schedule adopted within Ordinance No. 25 was based on a fee study contracted with the Matrix Consulting Group. Through this study Matrix determined the estimated total cost of Fire Prevention services provided by the District, with a comprehensive look at both fee and non-fee services.

The objective of the Fee Study was to follow a best management practice in the adoption of fees and provide the Board of Directors with a proposed fee schedule that accurately reflects the costs of services provided by the District including a methodology to achieve the desired allocation of cost recovery on a fee-by-fee basis. Ordinance No. 25 approved reducing certain fee's for renewable fire code permits, creating a tiered fee system for plan review of occupancy's and fire protection systems, increasing existing fees by 5% and identified certain fees that would be recovered at 100%. In an effort to ease the transition of a new tiered fee system, the fee for new tiers was approved at 50% of total allowed cost. In addition, a 5 percent information technology surcharge was proposed to assist with ongoing IT costs for technology replacement items that support the Fire Prevention services that are charged fees. Ordinance No. 25 became effective on March 1, 2011 and the Board recommended that no adjustment in the fee schedule would be made until July 1, 2012.

On June 27, 2012 the Board of Directors adopted Ordinance No. 27 with the intent to adjust fees in a consistent manner that would achieve 100% cost recovery. Ordinance No. 27 maintains the fee categories identified in Ordinance No. 25 as; existing fees, new fees, and fees established at 100% and was based on the following increases;

- 1. Existing Fee: 10% increase, not to exceed 100 % percent cost recovery inclusive of the 2.08% CPI adjustment.
- 2. New Fee: 60% Cost Recovery.
- 3. 100% Cost Recovery: 2.08% CPI adjustment.

Discussion

Ordinance No. 28 recommends setting fire prevention fees at or near 100% cost recovery with consideration of economic policy factors to include an analysis of three neighboring agencies; City of Dublin, Contra Costa County Fire and Moraga-Orinda Fire (See Exhibit A). This analysis provided for reasonable considerations of comparable fee's with the intent to be in close range. As part of the analysis, it is necessary to also consider that the comparison is not an "apples to apples" comparison and there are differences in fee structure and service levels within the base fee structure.

General Service fees, contained in Part 4 remain the same, except the Paramedic Field Internship fee is modified to include increases associated with retirement costs.

In conclusion, Ordinance No. 28 provides a reasonable level of cost recovery as compared to the fee study completed in 2010 and current fees applied within the following nearby municipalities; Dublin, Walnut Creek, Moraga, Orinda, Lafayette, Concord, Pleasant Hill, San Pablo, Antioch, Clayton, Pittsburg and portions of the unincorporated area of Contra Costa County. As a result of the adoption of Ordinance No. 28, it is anticipated that in Fiscal Year 2014/2015 an annual adjustment equal to the CPI would be applied to fees described above.

All supporting documentation will be provided for public examination prior to the public hearing in accordance with Government Code 6066 and Health and Safety Code 13916.

ORDINANCE NO. 28

AN ORDINANCE OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT ESTABLISHING A SCHEDULE OF FEES FOR RECOVERY OF COSTS FOR SERVICES PROVIDED AND REPEALING ORDINANCE NO. 27

WHEREAS, the costs of providing fire protection and life safety services continues to increase; and,

WHEREAS, the San Ramon Valley Fire Protection District ("District") is funded by taxes levied on real property located within the geographic boundaries of the District; and,

WHEREAS, numerous services offered by the District directly benefit discreet members of the general public for which fees may properly be imposed; and,

WHEREAS, pursuant to Health and Safety Code Section §13916 (b), and Government Code Section §6066, the District has given notice of its intent to establish and impose such Fees/Charges as may be adopted by ordinance; and,

WHEREAS, Health and Safety Code Sections §13917 - §13919 provides that the schedule of fees established by such an ordinance may be authorized pursuant to such sections; and,

NOW THEREFORE BE IT RESOLVED THAT the Board of Directors ("Board") of the District declares as follows:

SECTION 1. Authorization and Purpose

This Ordinance is adopted pursuant to Health and Safety Code Section §13916 et seq. The purpose of the Ordinance is to recover for the District costs of providing enforcement of locally adopted life safety regulations and local enforcement of state-regulated occupancy requirements, mandated programs and other fees for services. Except as otherwise provided, the definitions of the Fire Protection District Law of 1987 (Health and Safety Code Sections §13800 et seq., the "Act") are incorporated by this reference. This Ordinance shall be interpreted in a manner consistent with the Act. The fees and charges imposed by this Ordinance are for the purpose of meeting certain operating expenses, including employee wage rate and benefits, contracting for services with specialized firms or individuals, and we find the fees to be reasonably related to the actual expenses incurred by the District for the services and expenses described in the Section.

SECTION 2. Applicability

This Ordinance shall indicate each fee and the amount to be charged by the District, as permitted by Health and Safety Code Section §13916. As authorized by Health and Safety Code Section §13918, public agencies that are not covered by a mutual aid agreement shall be charged accordingly, unless the District waives the involved fees pursuant to Section 3 of this Ordinance.

By adopting such Ordinance, the District is enacting user fees to defray costs associated with enforcement of state required occupancies, mandated programs, annual fire safety inspections, development plan review, permits for certain activities, District facility usage, patient transporting and general services functions as permitted by this Ordinance.

SECTION 3. Waiver of Fees

As permitted by Health and Safety Code Section §13919, the District Board may waive charges/fees established by this Ordinance and may delegate its authority to the Fire Chief or his/her designee as set forth if determined that charges/fees would not be in the public interest, i.e. reciprocal services provided by other public agencies, employee welfare, personal hardship.

SECTION 4. Specified Fee

Unless waived pursuant to Section 3, every public agency and/or party involved shall pay a specified fee pursuant to this Ordinance which specifies the services provided. The fees for services shall be set by the District Board and shall not exceed the reasonable amount necessary to recover the costs of providing the specified service as allowed by law.

SECTION 5. Service Charge

Unless waived pursuant to Ordinance Section 3, every public agency and/or party involved shall be responsible for a Service Charge which, for these services, shall include a Service Rate and an Equipment Rate, if applicable, pursuant to the rates established in the Ordinance Section 9 under General Fees.

The "Service Rate" shall be the fee set forth pursuant to Ordinance Section 9.

The "Equipment Rate" is the rate at which the District will require repayment for use of any District utilized property as set forth in Ordinance Section 9.

SECTION 6. No Waiver of Other Means of Cost Recovery

This Ordinance does not preclude the District from pursuing any additional means of cost recovery. Such means include, but are not limited to, actions pursuant to Health and Safety Code Section §13009 (for negligent actions which cause the use of services or facilities of the District) and actions against parties whose willful, grossly negligent, or criminal conduct causes the use of District services or facilities.

SECTION 7. Severability

If provisions of this Ordinance are declared invalid or unenforceable by a court of competent jurisdiction, that holding shall not affect the validity or enforceability of the remaining fees or provisions and the Board declares that it would have adopted each article, section and part of this Ordinance, irrespective of the validity of any other article, section or part.

SECTION 8. Repeal of Conflicting Ordinance and Resolution

All parts of the San Ramon Valley Fire Protection District Ordinance No. 27 shall be repealed in concurrence with the effective date of this Ordinance No. 28.

SECTION 9. Schedule of Fees

All plan check, construction inspections and/or fire inspections, and permits required by the California Fire Code, San Ramon Valley Fire Protection District ("District") Ordinance, or California Office of the State Fire Marshal shall be subject to the following adopted user fees.

Fees for plan check shall be tabulated and collected upon submittal of the initial plan for review and be in accordance with Part 1.

Fees for fire inspections, as part of the District's code enforcement program shall be in accordance with Part 2.

Fees for permits, as part of the District's code enforcement program shall be in accordance with Part 3.

Fees for miscellaneous reports, copying, standby personnel, safety officer or other listed general services for which the District has adopted user fees shall be in accordance with Part 4.

Part 1. PLAN REVIEW AND CONSTRUCTION PERMIT FEES

Fees shall be collected upon submittal of plans for review as set forth in Table 1. Fees are based on the type of construction permit that plans are submitted for review.

Operational permits required for new systems, processes, or uses necessitating a plan review shall have the initial fire code permit issued with the plan review in accordance with Part 1, Table 1.

Table 1

REF.	TYPE OF REVIEW	FEE
	Planning and Site Development	
	Pre-application design review	\$289 per hour
	To meet to discuss potential requirements, design criteria,	First hour no
	hardships, proposed mitigation of requirements, etc	charge.
	Planning and site development review	\$289
	Includes review and comments for planning applications and associated community development process requirements	
	Emergency response pre-plan	Actual Cost to
	A emergency response pre-plan is required if determined	District
	necessary by the fire code official due to size, use, or special	
	hazard exist	
105.7	Plan Check and Construction Permits	
105.7.1.	Automatic fire-extinguishing systems	
	(a) NFPA 13 & 13R wet, dry, pre-action	
	1. new system	\$685 first 20
		heads + \$76 each
		addtl 20 heads

	2. modification to an existing system	\$541 first 20
	2. modification to an existing system	heads + \$76 each
		addtl 20 heads
		addit 20 ficads
	(b) clean agent, commercial cooking, wet & dry chemical,	\$487
	CO ₂	
	(c) NFPA 13D new and modifications	\$525
105.7.2	Battery systems	\$420
105.7.3	Compressed gases.	
	(a) storage, use, or handling	\$420
	(b) medical gas systems	\$735
	(c) refrigeration systems	\$630
105.7.4	Cryogenic fluids	\$529
105.7.5	Fire alarm and detection systems and related equipment	
	(a) fire alarm system	\$587 first 20
	1. new system	devices + \$210
		each addtl 20
	2. modification to an existing system	devices
		\$541 first 20
		devices + \$210
		each add 20
		devices
	(b) fire sprinkler monitoring system	\$420
	(c) smoke control system	\$998
	(d) smoke and heat vent systems	\$686
105.7.6	Fire pumps and related equipment	
	(a) new installation	\$1050
	(b) modifications or repairs to	\$420
105.7.7	Flammable and combustible liquids	
	(a) aboveground and underground storage tanks, including	\$420
	equipment	
	(b) underground tank removal	\$468
	(c) vapor recovery	\$420
105.7.8	Hazardous materials	\$686
105.7.9	Industrial ovens	\$353
105.7.10	LP-gas	
	(a) new installation	\$541
	(b) modifications or repairs to	\$463
105.7.11	Private fire hydrants and fire protection water supplies	
	(a) private fire hydrant systems	\$840 per system
	(b) fire protection system water supply	\$648 per system
	(c) rural water supply systems	\$648 per system
j	(d) temporary water supply systems	\$420 per system

105.7.12	Spraying or dipping	
105.7.12	(a) new installation	\$442
	(b) modifications or repairs to	\$277
105.7.13	Standpipe systems	0211
103.7.13	(a) new installation	\$692
	(b) modifications or repairs to	\$324
105.7.14	Temporary membrane structures and tents	\$270
105.7.15	Construction, alteration, or renovation of a building for	Φ2/0
103.7.13	which a building permit is required	
	(a) commercial: new or addition	
	1 '	¢725
	1. 0 – 5,000 SQFT	\$735
	2. 5,001 – 10,000 SQFT	\$1232
	3. 10,001 – 20,000 SQFT	\$1587
	4. each additional 10,000 SQFT	\$276
	(b) commercial: alteration or renovation	Drie
	1. 0 – 5,000 SQFT	\$546
	2. 5,001 – 10,000 SQFT	\$658
	3. 10,001 – 20,000 SQFT	\$835
	4. each additional 10,000 SQFT	\$139
100716	(c) residential: new, addition, alteration or renovation	\$315
105.7.16	Fire apparatus access, site improvements and related	
	equipment	# 0.50
	(a) roadway design	\$353
	(b) obstructions (gates, traffic calming devices, and other	\$263
	manipulated barriers)	
	(c) temporary fire apparatus access roadways	\$315
	Miscellaneous system plans	\$541
	Miscellaneous construction permit	\$287 per hour
	Fuel modification	\$817
	Additional plan reviews	\$224 each
	Plan reviews or specialized consultation	\$301 + review
	The use of an independent specialized consultant with expertise to	type from Table 1
	conduct the review is sometimes necessary. Projects subject to	+ consultant fees
	this provision shall be so advised and provide to the District a	
	document addressed to the District recognizing the advisory and	
	accepting responsibility for resulting charges.	
	Additional field inspections	\$237 each
İ	Field inspections or tests after regular business hours	\$686 2 hour
	Fees assessed under this provision shall be due and payable prior	minimum
	to the action of the District. This provision is not a mandate on	
	the District to normally provide this service. This service is	
	subject to staff availability and does not mandate performance.	
	Alternate materials and methods of construction review	\$289
	*Plus any costs the District incurs should the use of an	4-37
	independent specialized consultant be necessary to evaluate the	
	independent specialized consultant be necessary to evaluate the	

	submittal.	
Ì	Permit renewal or extension	Assessed at one
		half of the
		original fee

Part 2. OCCUPANCY INSPECTION FEES

The fees for state mandated occupancy inspections and state license care facility "Fire Clearance" services not part of a construction or operational permit shall be in accordance with Part 2, Table 2.

Table 2

REF.		FEE
	State Mandated Inspections	
1.	Public and private schools	\$0 annually
2.	Hotel, motel, lodging house, apartment house and dwelling, buildings, or similar (i.e. Group R, Division 1 & 2 occupancies) and structures accessory thereto	
	(a) <15 dwelling units annually	\$252
	(b) 16-75 dwelling units annually	\$389
	(c) >76 dwelling units annually	\$720
3.	Jail or place of detention for persons charged with or convicted of a crime	\$791 bi-annually
4.	Additional field inspections	\$237 each
	State Licensed Facilities - Fire Clearance (850 Form)	
5.	Pre-inspection consultation	\$194
6.	Facilities with a capacity to serve not more than 6 clients	\$194
7.	Facilities with a capacity to serve more 6-25 clients	\$242
8.	Facilities with a capacity to serve 26 or more clients	\$315

Part 3. FIRE CODE OPERATIONAL PERMIT FEES

All Operational permits required by the California Fire Code and/or San Ramon Valley Fire Protection District ("District") Ordinance are renewable on the basis of inspection frequency. Operational permit fees are due and payable via invoice following the inspection as set forth in Part 3.

Operational permits required for new systems, processes, or uses necessitating a plan review shall have the initial fire code permit issued with the plan review in accordance with Part 1, Table 1.

Table 3

REF.	TYPE OF REVIEW	FEE
	Operational Permits	

105.6.1	Aerosol products	\$87
105.6.2	Amusement buildings	\$210
105.6.3	Aviation facilities	\$193
105.6.4	Carnivals and fairs	\$289
105.6.5	Cellulose nitrate film	\$193
105.6.6	Combustible dust-producing operations	\$132
105.6.7	Combustible fibers	\$197
105.6.8	Compressed gases	\$197
105.6.9	Covered mall buildings	\$242
105.6.10	Cryogenic fluids	\$132
105.6.11	Cutting and welding	\$193
105.6.12	Dry cleaning plants	\$132
105.6.13	Exhibits and trade shows	\$237
105.6.14	Explosives	\$44
105.6.15	Fire hydrants and valves	\$109
105.6.16	Flammable and combustible liquids	\$132
105.6.17	Floor finishing	\$193
105.6.18	Fruit and crop ripening	\$132
105.6.19	Fumigation and thermal insecticidal fogging	\$35
105.6.20	Hazardous materials	\$264
105.6.21	Hazardous production materials	\$264
105.6.22	High-piled storage	\$197
105.6.23	Hot work operations	\$66
105.6.24	Industrial ovens	\$218
105.6.25	Lumber yards and woodworking plants	\$66
105.6.26	Liquid or gas-fueled vehicles	\$66
105.6.27	LP-gas	\$45
105.6.28	Magnesium	\$66
105.6.29	Miscellaneous combustible storage	\$44
105.6.30	Open burning	\$111
105.6.31	Open flames and torches	\$97
105.6.32	Open flames and candles	\$97
105.6.33	Organic coatings	\$193
105.6.34	Places of assembly	\$197
105.6.35	Private fire hydrants	\$193
105.6.36	Pyrotechnic special effects material	\$315
105.6.37	Pyroxylin plastics	\$132
105.6.38	Refrigeration equipment	\$66
105.6.39	Repair garages and motor fuel-dispensing facilities	\$66
105.6.40	Rooftop heliports	\$193
105.6.41	Spraying or dipping	\$66
105.6.42	Storage of scrap tires and tire byproducts	\$193
105.6.43	Temporary membrane structures and tents	\$218

105.6.44	Tire-rebuilding plants	\$218
105.6.45	Waste products	\$218
105.6.46	Wood Products	\$218
105.6.47	Additional operational permits	\$218
105.6.48	Christmas tree sales	\$218
105.6.49	Model rocket	\$189

Part 4. GENERAL FEES

Miscellaneous reports, copying fees, standby personnel, safety officer or other listed general services for which the District has adopted user fees shall be in accordance with Part 4, Table 4.

Table 4

REF.	GENERAL FEES	FEE
	All reports, (Incident, Inspection, Investigation, Budget, CAFR, Board Packet)	Cost of reproduction,
	Copy Charges	\$.10 per page; duplexed pages are charged as two pages
	GIS Maps (Digital Transfer)	Cost of reproduction, plus 10%
	Copies of photographs, discs, tapes or any other outsourced processed records	Cost of reproduction plus 10%
	Documentation Certification	\$5.00 or maximum allowable by law
	Returned Check Charge	\$25/check
	Late Payment Fee	10% of fee or \$10 (whichever is greater)
	CPR Training	\$40 per person
	Fire House Dinner	\$150
	Ambulance Transport Fees – Bundled Rates - CPI Adjustment Annually on Rates	
	• BLS	\$940
	• ALS	\$1,218
	• ALS 2	\$1,290
	OxygenMileage	\$86 \$24
	Paramedic Field Internship	\$1,860
	Subpoenas A deposit of \$150.00 for each day that the specified employee is required to remain in attendance pursuant to the subpoena.	

The District shall then be reimbursed for traveling expenses and the full cost to the District of paying the employee, tabulated pursuant to the Service Rate below. If the actual expenses should later prove to be less than \$150.00 per day tendered, the excess of the amount shall be refunded. If the actual expenses should later prove to be more than the amount deposited, the District may collect the balance from the party at whose request the subpoena is issued	
 Weed Abatement Program Administrative Fee	\$1,105
Applicant Charges for Processing Address or Street Name Changes	\$80

"SERVICE RATE SCHEDULE". Unless waived by the District pursuant to Section 3 of the Fee Ordinance, a service rate shall be applied for the services rendered. This service rate shall be based upon the hourly rate, or overtime rate for the specific position or rank for the employee providing the services. In addition, this rate shall include an average benefit cost for safety employees at 70% and an average benefit cost for non-safety at 45%. When determining whether the rate to be charged is the "overtime rate" or the "hourly rate," the overtime rate shall be used if the District is required to pay overtime to the specific employee. If the District is not required to pay overtime to the specific employee, then all hours shall be charged at the "hourly rate."

"EQUIPMENT RATE SCHEDULE". Apparatus and equipment rates shall be the current rate in effect under the California Fire Assistance Agreement or the Federal Emergency Management Agency equipment rate schedule, whichever applies.

Part 5. Information Technology Surcharge Fee

The schedule of fees included in Section 9, Part 1 through Part 3 is inclusive of a 5 percent surcharge for Information Technology to assist in ongoing technology needs to support the general operations of the Fire Prevention Division for which these fees are charged.

SECTION 10. <u>Effective Date</u>

That this Ordinance established and adopted hereby shall take effect and be in full force, beginning August 1, 2013 and after its final passage and adoption.

Passed and Adopted on	, by the following Vote:
AYES:	
NOES:	
ABSENT:	
ATTEST:Susan F. Brooks District Clerk	Matthew J. Stamey, President Board of Directors
	APPROVED AS TO FORM:
	William D. Ross, District Counsel

Exhib	Exhibit A- Cost Recovery Analysis	Comparitive Analysis to meet up to 100% Annual CPI Adiustment of 2 38% on certain existing force of 100%	Analysis to r	neet up to 10)0%	7000) 0 0				
Ü		Total Cost		Current		Proposed	0.20				
NO.	Fee Name	Per-Fee Study	12-13 Fee w/o IT	Cost Recovery	Proposed Fee 13-14	Cost	13-14 IT Surcharge	13-14 Prop Fee w/ IT	CCC Fire	MOFD	City of
7 0	2 Pre-application design review (hourly)(1st hour free)	275	112	41%	275	100%	14	280	-	407 206	Illiana
3	3 Planning and Site Development Review (Minor) - hourly	275	281	102%	275	100%	17	607	710-40	137-205	
4	4 Planning and Site Development Review (Major) - hourly	275	284	102%	275	1000	1 .	697	322	89	
ı	AFES - NFPA 13,13R, Wet, Dry, Pre-action - New (First 20			0.70	617	0,001	14	289	645	68 + 9. pl	
,	Heads)	652	504	77%	652	100%	33	000	. 000	i	
C	AFES - NFPA 13,13R, Wet, Dry, Pre-action - New or TI (Each						60	000	+000	948	909
000	8 Add. 20 heads)	120	72	%09	72	%09	4	78	50 02	50.03	1 2 2
ת	9 APES - SFD 13D	652	336	52%	200	77%	25	525	537	431	o. pm
10	Auto Fire-Extinguishing Systems - NFPA 13,13R, & Wet, Dry, 10 Pre-action (Modify Existing System) (First 20 Hoods)	i i								P	100
	Auto Fire-Extinguishing Cystems, Closs 20 neads)	515	309	%09	515	100%	26	541	537+	411-548	909
7	11 cooking, wet & dry chemical CO2	161	000	1001							
14	14 Fuel Modification Inspection	404	330	12%	464	100%	23	487	430-860	274-548	329-495
15	15 Battery Systems	8//	336	43%	778	100%	39	817			
16	16 Compressed Gases (Character 112 of 112 of 112	411	336	85%	400	%16	20	420	430	274	
17	Compressed Cases - (Stolage, Use, or Handling)	504	336	%19	400	26%	20	420	430	274-479	
0	18 Compressed Gases - (Medical Gas Systems)	751	336	45%	2007	93%	35	735	752	274-479	301
0 0	19 Orogania Elitida	653	336	21%	009	95%	30	630	645	274-479	
000	Ciyogenic riuids	504	336	%19	504	100%	25	529	752	411	
270	21 Fire Alaim System - New (First 20 Heads)	602	559	%86	559	93%	28	587	537		ADR. 11ED
22	23 Topon Learner System - New or II (Ea. Add. 20 Devices)	200	120	%09	200	100%	10	210			0011-000
25	25 Tellah Improvement Fire Alarm Plan (First 20 Heads)	515	336	%59	515	100%	26	541	537	411	606-1160
28	26 Miscellaneous Sustain Diago	297	297	100%	297	100%	15	312			
27	27 Fire Service Underground	515	336	%59	515	100%	26	541			
28	28 Fire Sprinkler Monitoring System	2962	336	35%	009	62%	30	630	860	558 4	412 pt
29	29 Smoke Control System	515	224	43%	400	78%	20	420	430		909
30	30 Smoke and Heat Vent Systems	950	336	35%	950	100%	48	866	1,505	822	
34	31 Fire Pumps & Pelated Emissions Annual	653	336	21%	653	100%	33	686	430	822	
	and a related Equipment (New)	1,225	735	%09	1,000	82%	90	1,050	1,505	685	
321	32 Fire Pumps & Related Equipment (Modifications or Repairs)	653	391	RN0%	700	040/					
	Flammable & Combustible Liquids - (Above/underground			0/00	1004	01.00	77	420	430		
338	33 storage tanks)	515	336	65%	700	7007	00	00,			
-	Flammable & Combustible Liquids - (Underground Tank			0000	001	10%	0.7	420	430	548	
34 1	34 Removal)	446	336	75%	446	100%	22	468	BAR	744	
alce.	sol riammable & Combustible Liquids - (Vapor Recovery)	446	336	75%	400	%06	20	420	430		
							No. of Contract of		201		

Board Report June 2013 Exhibit A.xls

9 Political Coverage National Controlled Controlled Controlled Coverage National C	37 Hazardous Materials - (Process / Storage)	653	336	21%	653	100%	33	989	860	411-959 + pr	
Second Process Seco	20 Indications Materials - (Chemical Classification Review)	801	336	42%	400	20%	20	420	215	411-959+ nr	The state of the s
Secondaries	Justrial Ovens	653	336	51%	336	51%	17	353			
and Systems (1099) 617 56% 617 100% 22 673 170 411 100% 618 170 170% 618 170% 618 170 170% 618 170 170% 618 170 170% 618 170 170% 618 170	2-Gas - (New Installation)	515	309	%09	515	100%	90	2000	750		
Hart Systems (1999) 617 65% 810 72% 42 40 840 880 880 880 880 880 880 880 880	2-Gas - (Modifications or Repair)	441	264	80%	441	100%	2,50	1460	701	411	
Free Systems	ivate Fire Hydrant Systems	1.099	617	26%	800	730%	77	403	000		
Comparison	Iral Private Water System	1 099	617	26%	617	7070	2 40	040	000		
Control Cont	provement Site Plan	2,000	000	30%	/10	%00	31	648	430		
The Modifications of Repairs) The Modifications of Repairs of Modifications of Modifications of Repairs of Modifications	mporary Water Supply Systems	100	720	%100	332	%09	17	349			
The Michael Construction of Repairs) 10.99	Praying or Dioping - (Naw)	404	8/-	39%	400	%98	20	420	430		
The	Paying or Dipping (Modifications of Descire)	209	360	%09	360	%09	18	378			
1989 69% 65% 61% 65% 61% 65% 61%	andring Sustains (Modifications of Repairs)	441	264	%09	264	%09	13	277			
Train Schooles (Jentice - Tentra Care) 15	indpipe systems - (New)	1,099	629	%09	629	%09	33	692	645		
For Standard Persist Canopies)	anupipe systems - (Modifications or Repairs)	515	309	%09	309	%09	15	324			
coess - Roadway Design 509 69% 336 66% 17 353 274 coess - Roadway Greess Roadways 41 19% 200 84% 13 263 274 cress - Temporary Access Roadways 41 19% 200 84% 13 263 274 cress - Temporary Access Roadways 41 41% 200 84% 13 264 274 275 274 274 275 274 274 275 <	mporary Membrane Structures - (Tents & Canopies)	515	184	36%	257	20%	13	270			
Cress - Tobstructions	e Apparatus Access - Roadway Design	609	336	%99	336	86%	17	252		27.4	
ccess - Temporary Access Roadways 441 179 41% 300 68% 15 300 274 posturation Permit eviews 353 224 41% 300 68% 15 42% 15 43% 274 eviews 355 224 34% 224 44% 14 287 215 specialized Consultation (Admin Fee) 653 224 34% 228 44% 14 301 274 specialized Consultation (Admin Fee) 653 224 34% 228 60% 11 227 215 specialized Consultation (Admin Fee) 653 224 34% 228 60% 228 60% 11 227 215 224 11 226 21% 44% 11 227 214 44% 11 227 214 88 327 274 +ph 275 21% 12 224 11% 286 215 214 488 327 274 +ph 275	e Apparatus Access - Obstructions	297	99	19%	250	84%	13	2000		4/7	
anstruction Permit 663 391 60% 273 42% 14 287 430 274 450 274 450 274 450 274 450 274 450 274 450 274 450 274 450 274 450 274 450 274 450 274 474 17 275 275 40% 226 60% 226 60% 33 687 370 274 474 275 274 474 17 275 275 274 474 17 275 274 474 17 275 275 274 474 17 275 275 274 474 17 275 275 274 474 17 275 275 275 274 474 17 275 275 275 274 474 17 275 275 275 274 474 17 275 275 275 274 474 17 275 275 275 275 274 474 17 275 275 275 275 274 474 17 275 275 275 275 274 474 17 275 275 275 275 275 274 474 175 275 275 275 275 275 275 275 275 275 2	e Apparatus Access - Temporary Access Roadways	441	179	41%	300	68%	2 t	203	100	417	
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State Hours State Hard State Hours S	n Reviews or Specialized Consultation (Admin Fee)	653	224	34%	787	440/		477	C12		
or Tests (After Hours) 653 667 102% 653 653 667 102% 653 653 667 102% 653 653 667 102% 653 653 667 102% 653 653 667 102% 654 754 17% 276 21% 14 289 755 21% 14 289 755 21% 14 289 755 21% 14 289 755 21% 14 289 755 21% 14 289 755 214 ph 756 214 ph 757 214 ph 758 214 ph 758 214 ph 759 214 ph 750 214 ph	ditional Field Inspections	377	226	24//0	200	0/44	1 ;	301			
Stand Methods of Construction Review 1307 102	d Inspections or Tests (After Hours)	653	077	1020/	077	%00	11	237	215		
Schools School Schools School Scho	rnate Materials and Methods of Construction Devisor.	1 207	100	102%	655	100%	33	989	370		
9 year Mouse, Apartment House and Dwelling, 480 122 25% 240 50% 12 25% 245 68 9 year House, Apartment House and Dwelling, 1,373 173 24% 370 50% 19 389 485 68+3, pu 1,373 231 17% 686 50% 34 720 785 68+4, pu 1,256 753 60% 753 60% 38 791 185-565 274-685 8.4 Occupancy - Pre-inspection Consultation 754 58 8% 185 25% 9 194 185+2, pp 8.4 Occupancy - Capacity to serve > 26 953 115 12% 300 24% 12 242 185+2, pp 8.4 Occupancy - Capacity to serve > 26 953 115 12% 300 31% 15 185+2, pp 8.5 Occupancy - Capacity to serve > 26 953 115 12% 300 100% 10 10 10 10 10 10 10 10 10 10 10 10 10	lic & Private Schools	1,307	777	17%	275	21%	14	289	322	274 + ph	
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## 370 Software in the control of th	B. Motel Lodging House Apartment House and Durolling	400	771	%27	240	20%	12	252	245	89	
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& 4 Occupancy - Capacity to serve < 6 clients 377 0 0% 185 49% 9 194 185 + 2.pp 137 & 4 Occupancy - Capacity to serve > 25 953 58 6% 230 24% 12 242 185 + 2.pp 137 & 4 Occupancy - Capacity to serve > 26 953 115 12% 300 31% 12 242 185 + 2.pp 205-274 ings 83 100% 100% 10 315 185 + 2.pp 205-274 ings 334 200 60% 200 60% 10 210 251 184 73% 184 73% 18 73% 19 18 314 92 29% 275 88% 14 289 100-370 273	up R-2.1, 3.1, & 4 Occupancy - Pre-inspection Consultation	754	or V	700	100	7010				000-1-17	
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314 101 500 14 289 100-370 273	livals and Fairs	314	65	20%	275	0000	, co				143
	ulose Nitrate Film	P1-8	101	CO /0	404	00.00	14		00-370	273	644

			274	412	412	to 994	274	320		10 883	329
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U	5	CAR		2 995-1345	7 1345-2045	9	6 430 + .07	8 780-1130	Mark Street		2
	1,105	725			1,587	276	546	658			
0	0	35			76	13	26	31	AO.		15
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Board Report June 2013 Exhibit A.xls



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date:

June 26, 2013

To:

Board of Directors

From:

Christina Kiefer, Division Chief

Subject:

Installation of a perimeter fence- 2100 Stone Valley Rd., Alamo

Background:

Currently, a chain link construction fence is installed along the perimeter of the property located at 2100 Stone Valley Road, Alamo. The fence is approximately 370 feet in length and adjacent to the property lines along Miranda Avenue and Stone Valley Road.

The District has received numerous calls referring to the construction fence as unsightly. As a mitigation and effort to be more "neighborly" within the community, District staff has obtained bids to construct a basic 6 foot redwood fence in place of the construction fence.

Bids:

All American Fence Co. - \$7,900.00 Coastal Lumber and Construction - \$17,729.50

Recommended Board Action:

Staff recommends the installation of a perimeter fence in an amount not to exceed \$10,000.



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date:

June 26, 2013

To:

Board of Directors

From:

Christina Kiefer, Division Chief

Subject:

Station Design Services –2100 Stone Valley Rd., Alamo

Background:

On August 6, 2012, the District engaged LCA Architects for architectural, engineering and construction administrative services for the replacement of Station 32, project located at 2100 Stone Valley Rd. The fee associated with this contract, including previous addendum, is \$256,000.

The project required additional services due to modifications to design originally provided which included relocation/removal of power pole/s along Miranda Avenue.

The additional services described are incomplete and will require an additional amendment to the contract if the Board authorizes the additional services to be completed at a later date.

Recommended Board Action:

Staff recommends amending the LCA contract for an additional amount of \$1,200 for a total contract amount of \$257,200.



San Ramon Valley Fire Protection District

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Date:

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Board of Directors

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Christina Kiefer, Division Chief

Subject:

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Background:

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The project required additional services due to modifications to design originally provided which includes egress driveway, lobby, interior layout, landscape and storm water collection. The fee for additional services is necessary to cover the costs spent to date for redesigned features.

The additional services described are incomplete and will require an additional amendment to the contract if the Board authorizes the additional services to be completed at a later date.

Recommended Board Action:

Staff recommends amending the LCA contract for an additional amount of \$7,785 for a total contract amount of \$263,785.



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date:

June 26, 2013

To:

Board of Directors

From:

Christina Kiefer, Division Chief

Subject:

Recommendation to accept bid for Residential Care Home Evacuation Video

production.

Background:

The District is an active member in the San Ramon Valley Emergency Preparedness Citizens Corps Council (SRVEPCCC). The SRVEPCCC has recently been awarded a Federal Grant to produce training video demonstrating best practices in evacuating a Residential Care Home. Pursuant to SRVFPD purchasing and contracting policy a *Request for Quotation* was generated and publically posted. The results are as follows:

June 5, 2013 Competitive bid request posted on the Public Purchase web site with a closing date of June 17, 2013 at 3:00 pm.

June 17, 2013 The competitive bidding process was closed. Two bids were submitted. They are:

Leonard Nelson Video - \$30,475.00 for video production

La-Tel-Yea Productions -\$45,250.00 for video production

June 18, 2013 A team of 4 conducted an objective evaluation of bids.

LNV submitted a bid approximately fifteen thousand dollars less than the only other bidder. A review of both companies' products indicates a similar level of professionalism in terms of their overall quality.

Recommended Board Action:

Staff recommends the approval of the bid submitted by Leonard Nelson Video (LNV) Productions in an amount not to exceed \$33,550.00, which includes a 10% contingency.

Fiscal Impacts:

The fiscal impact of this project is limited to the investment of staff time needed to produce the video. That staff time includes but is not limited to meeting with LNV staff for production discussions and administrative efforts in tracking expenditures.



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date: June 26, 2013

To: Board of Directors

From: John Duggan, Division Chief Training

Subject: Modification to the Standards of Cover

Background:

In December 2009 the District Board of Directors adopted the Standards of Cover (SOC) document as recommended by the Fire Chief. The SOC was the first of two major components that would eventually comprise the District's accreditation program, with the District's Self-Assessment Manual (SAM) being the second. A major benefit of the SOC is that it provides an evaluation of the adequacy of the District's resource deployment system that can be verified and validated by third parties.

The first step in the SOC process is the description of an agency's current deployment model. This includes the first three components of the SOC document which are:

- Component A Description of the community served
- Component B Review of services currently provided
- Component C Review of community expectations

The District is currently considering a modification to Component C of the District's SOC document to include a "Wilderness Management zone" designation. Such a refinement is a heavily weighted factor of Component C – Review of community expectations.

The District's stations, apparatus and personnel were originally situated to achieve certain community expectations. How and why the locations of these resources were determined should be historically understood, described and available to provide relevance to any proposed changes. The two most significant influences for the District in this regard have been the historically rapid changes in population density, and the significant boundary changes that occurred in 1980, 1991, and 1997.

Many fire agencies today serve a variety of service areas ranging from metropolitan highrise areas to wilderness communities. The one size fits all approach to service delivery and subsequent service expectations would not be realistic for such agencies. The SOC process allows for the development of service expectations and delivery based upon various fire management zones, which are focused on overall population and population density per square mile.

This division is achieved by classifying all areas serviced by the fire agency into one of five designated fire management zone classifications. These zone classifications are:

- 1. Metropolitan: Designated as both incorporated and/or unincorporated geography with populations of over 200,000 people in total and/or a population density of over 3,000 people per square mile. These areas are distinguished by mid-rise and high-rise buildings, which can be interspersed with smaller structures.
- 2. Urban: Designated as an incorporated or unincorporated area with populations of over 30,000 people and/or a population density of over 2,000 people per square mile.
- 3. Suburban: Designated as an incorporated or unincorporated area with a population of 10,000 to 29,000 people and/or any area with a population density of 1,000 to 2,000 people per square mile.
- 4. Rural: Designated as an incorporated or unincorporated area with a total population of less than 10,000 people, or with a population density of less than 1,000 people per square mile.
- 5. Wilderness or Undeveloped: Designated as any rural area not readily accessible by a publically or privately maintained road.

The District does not currently service any major area(s) that would be designated as a Metropolitan Management zone. It does service Urban, Suburban, and Rural Management zones. These zones are well defined within District boundaries and documented in the District's current SOC document. Monthly reports documenting District incident response times in each of these three fire management zones are compiled and reported in the monthly Board Agenda packets.

In August of 2010 the Commission on Fire Accreditation International (CFAI) dispatched a peer assessment team to the District to conduct an on-site inspection. One of the recommendations the peer team leader suggested was the modification of the District's SOC document to include a Wilderness Management zone designation as a fourth fire management zone. The District was advised that this modification would more accurately define several large areas serviced by the District, and afford a more accurate portrayal of the District's incident response times.

In response to this recommendation staff has extracted and examined all relevant incident response time data for calendar years 2009-2013. This data revealed that District resources respond to approximately 28 incidents a year where the incident location is beyond a maximum response time of 20 minutes, and where the location is not recognized by the Rural Management zone definition.

These areas are readily recognizable as California State Parks land, East Bay Regional Park District land, and all Geological Hazard Abatement Zone District (GHAD) lands. Proposed mapping exhibits have been prepared that define these areas and which are supported by incorporating updated 2010 United States Census data. These exhibits are available for review upon request.

Recommended Board Action:

Staff recommends the Board adopt the proposed modification to the District's SOC document by means of adopting a Wilderness Fire Management zone designation, and both Baseline and Benchmark times for the newly designated zone.

This Wilderness Management zone shall be defined as:

"Any areas or portions of areas within the District currently designated as a Rural Fire Management zone and not readily accessible by a publicly or privately maintained road and that cannot be accessed within a twenty (20) minute response time. This would include State of California State Parks land, East Bay Regional Park District land, and all Geological Hazard Abatement District (GHAD) land."

The Wilderness Management zone Baseline time shall be established as 45 minutes, 90% of the time.

Financial Impacts:

There are no financial impacts as a result of adopting this recommended action.

CORRESPONDENCE

Ms.Lynn Glenn



Fire Chief Paige Meyer

1500 Bollinger Loop Road

San Ramon, CA94583

May 17, 2013

Dear Chief Paige Meyer,

I am writing to you concerning five of your firemen that I wish to give the highest commendations. These five individuals are housed in the fire station on San Ramon Valley Blvd and Sycamore in Danville.

On the morning of May 13th, my husband placed a 911 call. I was in a life threatening anaphylaxis shock and the speed with which these men responded and the professionalism they demonstrated saved my life. Of course, we did not know the cause of what I was experiencing, but they knew just what to do. I was unconscious and never met these men. When I returned from the hospital, I called the fire station closest to us, to see if I could track them down. I want to share the names of these individuals with you. I plan on going to the station over this week-end so I can personally thank them. I am alive because of them.

Thank you for having such high caliber individuals on your fire force...

They are:

Captain Marty Rossen

Engineer Mark Brauer

Paramedic Brandon Eynck

Damian Alvarez

Luis Guzman

You can count on me to sing the praises of your fire department.

Sincerely, Lynn Glenn

Lynn Glenn

Brooks, Sue

From:

Meyer, Paige

Sent:

Tuesday, May 21, 2013 9:22 AM

To:

Brooks, Sue

Subject:

FW: Appreciation received

From: BCMail

Sent: Friday, May 17, 2013 9:29 PM

To: Meyer, Paige

Cc: *Batt Chiefs; Falkenstrom, Erik; Gibney, Michael; Bell, Jon

Subject: Appreciation received

Chief,

I received a call today from Sue Van Norsdall, San Ramon. She had an oven fire that we responded to today at 12:43 (#F13003737), with a full structure fire response. E39 arrived on scene and determined that they could handle the incident and cancelled the remainder of the balance of the alarm. Sue wanted to express her appreciation for the way the E39 crew reassured her during this stressful situation, trained her how to turn off her oven electrical breakers, and performed their tasks in a very professional and compassionate manner. The E39 crew consisted of Captain Erik Falkenstrom, Engineer Mike Gibney, and Firefighter (Captain) Jon Bell. She hoped they would receive a Letter of Commendation. I told her that I would pass her appreciation along to you.

Thank you, Derek Krause Battalion Chief, A-Shift

Brooks, Sue

From:

Meyer, Paige

Sent:

Tuesday, May 28, 2013 7:24 PM

To:

Brooks, Sue

Subject:

Fwd: fire truck visit

Sent from my iPhone

Begin forwarded message:

From: Don Reid < donandjeannereid@yahoo.com>

Date: May 28, 2013, 7:18:37 PM PDT

To: cpmeyer@srvfire.ca.gov>
Subject: fire truck visit

Chief Page Meyer

Thanks very much for sending the ladder truck to our block party on Sunday May 26. The truck and crew a big hit with everyone they spent a lot of time showing how the equipment operated answered all of the questions asked. The crew on the truck were Capt. Brian Shafer

Engineer Dan Curtis and Fireman Damien Alvalez. I was very proud to get to know them. They put on a Fi Class Show. Please congratulate them and many thanks to all of you.

Don and Jeanne Reid



Tenet California

6001 Norris Canyon Road San Ramon, CA 94583 Tel 925.275.9200 Fax 925.275.0107

www.santamonmedatr.com



May 15, 2013

Dan McNamara Battalion Chief, Special Operations/EMS 1500 Bollinger Canyon Road San Ramon, CA 94583

Dear Chief McNamara,

I'd like to take this opportunity to thank you and your staff on behalf of the all nursing staff at San Ramon Regional Medical Center, for taking the time out of your busy schedules to come and honor our nurses during "National Nurses Week".

Your staff's enthusiasm to assist with serving breakfast so early in the morning on Friday, May 10th made our nurses so happy and proud to be a part of this San Ramon Community that we all serve together.

Thank you Chief McNamara.

Pan Lee

Sincerely,

Pam Pshea, CNO

San Ramon Regional Medical Center





Department of Fire and Emergency Services Office of the Fire Chief Gil Dong, Interim Fire Chief

June 4, 2013

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

Dear Chief Meyer:

On behalf of the Berkeley Fire Department and City of Berkeley, please accept our appreciation and gratitude for assisting with our Fire Captain Assessment Center on May 21, 2013. Battalion Chief John Viera provided invaluable feedback on our ten candidates. Please share our thanks to Battalion Chief Viera for his participation and support. We know the impact of sending staff to outside assignments and we appreciate your support.

Please feel free to contact me if you need any assistance and the opportunity to reciprocate the favor.

Sincerely,

Gil Dong, Interim Fire Chief Berkeley Fire Department

Brooks, Sue

From:

Meyer, Paige

Sent:

Thursday, June 06, 2013 3:54 PM

To: Subject: Brooks, Sue FW: Thank You.

Attachments:

2013-06-06 07.37.54.jpg; 2013-06-06 07.38.24.jpg

From: Kiefer, Christina

Sent: Thursday, June 06, 2013 3:50 PM

To: *PREVENTION GROUP; Meyer, Paige; *Batt Chiefs; Aguiar, Jonas

Subject: FW: Thank You.

Recieved this wonderful email with a great picture of Jonas



Christina Kiefer, Fire Marshal 1500 Bollinger Canyon Road San Ramon, CA 94583 Cell-925-570-4444 Efax-925-886-8507 www.firedepartment.org

From: Andrea Speranza

Sent: Thursday, June 06, 2013 3:06 PM

To: Kiefer, Christina Subject: Thank You.

My Grandson was asleep this morning. As I answered the door the firemen at the door said we had to get out. But this fireman was calm. Gentle but firm, as I prossesed the comand-heading toward my Grandboy-Im sure I shared the face that the Fireman shared with me.

As we followed all the people outside and stared helplessly~The men worked so perfectly in unison it was clear They knew exactly how to deal with everything involved. my grandson followed all my directions it was clear he had heard the drill before

When all was said and done~ I asked how he knew what to do, he told me his Daddy and Tiffany have talked about it and you(the FIREMEN) came to his school. After our talk

We Both feel like these are truly OUR Heros.

Thank You All for All You do DAILY!

Gianni and Grammy Dra

Dear Mr. Martin,

Thank You so MUCH for coming in to our class and talking about your Job! I never new Firefighting could be so fun thank you for the repside! They were great!

Thorks again,

C 10:27

	Dear Chief Paige Meyer
	thank you for the time
	of yours to peally liked your friend: presentators it was very interesting
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A ANN AND A SHARM	Sincerely, Luke
	former

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Dear Mr. Martin,	
	i dia dia dipancia di Langua (dipang) kaminya 1975 di La
Thank you for coming to speak to u	5
today about your job as a fire Chief & Paramedia personally thought that you did the best out of	
at the speakers that came, and I am really in	0000006
that you have the courage to fight fires and	Save
peoples lives. I could never do that! Thank	<u> You</u>
again for coming to speak to us, and I hop you can come and do it again.	e the
you can come and 40 17 again.	
Thank You	
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Dear Chief Meyer,
Thank you for letting my dad come into
my closs! Everybody loved him. Thank you for
everything you do! Its a big and tough job. Thank
you very much!
- Marissa Martin

COWA - CO

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Thank you so been now some in a common in a common in a common sustantion of the transport of the parameters.

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Thank You so thoch Hay carring 1903

Horgan Lewis

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Dear Mr. Martia. Thankyou for cominc in to speak to my cli I jiked learning about what fremen do for than I thought it was really cool that we got to call gill and see what questions we would be asked if it was a real emergency 30 for you were my foverite speaker!

Pegr. Mr. Matri

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Sir curley Sorain

Dear Chief Paige Meyers,

I think Captain Martin did a very good job with his presentation. I liked how he showed us your website and told you about PulsePoint. I thought it was really cool that he showed us 911. Thank you for letting him come.

Best regards,

Jay Iyengar

Thank You Note

Thank you Mr. Martin for presenting at career week. Thank you for the color changing pencils and the popsicles. It is cool how there is a fire department application; I will get It for sure.

Sincerely,

Stephen

Dear Mr. Martin,

Thank you for coming in and speaking to a class today. I really liked the presentation. It was cool watching the vixtees, calling 911 and learning new things about fire fighters and how we can held during emergencies.

Sincerely, Evan Dunphy

Dear Mr. Mastin,

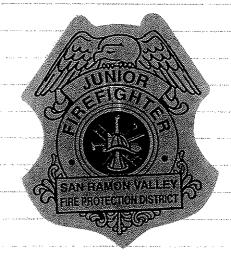
Thank you for coming in and talking to us. Your speech was very fun. Also thankyou for the popsicles and the '911" call. I will write a letter to Cheif Page Meyer and write that you did amazing. Thanks again.

From, Davis

Dear Chief Paige Me yer,

E just wanted to let you know that Mr. Martin did a great job with his speech to my class, He taught us how to do CPR and what to do if something happends. And also: what people go through to become a Firefighter.

From, Davis Eiselman



Dear Mr. Mortin,

and the second s

Thanks for coming in and sharing your job with the class. It enjoyed it very much. It was interesting to see what you need to become a fire Eighter. Thanks, Sophia

P.S. Thanks for the popsicles & knicknacks

Dear Mr. Martin,

Thank you for coming in for career week we really appreciate. I thought it was cool that you got to turn a leaf blower machine into a wiffle ball machine. Thanks again for coming in or we wouldn't have career week.

Shannon David

Dear cheir paige meylo

I vat you to know I appreciate

put and Jov letting mr marin come

in and speak to is I really

rearned alot and I am know

intristed in being a fire man

sincerly rick clark

	Dear Chelf Mayer,
	Mr. Martin Statas reat 300 Speaking cormol class He was superfun and funny. Franks to the fun and funny.
	Sincerely Jack Flynn
entre en la companya de la companya	

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Dear Mr. Martin,
Thank you for coming and talk, no to the
Sless. I thought your presentation, was interesting and fun, I think fireflynting is Interesting and I learne 4 b+about if from you. Without Executers like

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Dear Mr. Martin,

I really enjoyed you coming into our classroom and talking to us about your job. I thought that the videos that you showed us were really cool. I also really liked the 911 call. Thanks for the gosicles. And once again, Thank you!

Sincerely, Chase Bowell

Dear Chief Paige Meyer,

Thank you for letting Mr. Martin come into cur classroom. I didn't know that firefighters didn't just stop fires, they also save lifes. But now I do When I gray by I want to become a firefighter and save lives, just like you guys do every day.

Sixerely Chase Bouers dear Jim Martin

Thank you for taking the time out of your day to come speak to our dass about being a fire captain. Being a fire on amazing Job to have.

rom Mitchell

Brooks, Sue

Subject:

FW: Cardiac arrest

From: Swartzell, Andy

Sent: Wednesday, June 12, 2013 1:35 PM

To: Bradley, Joe; McCulloch, Iain; Huettis, Richard; Sinclear, Jonathan; Cunningham, Chris

Cc: McNamara, Daniel; Viera, John; Meyer, Paige

Subject: RE: Cardiac arrest

The patient on incident 013003248 on 5/23/13 was a 69 year old male in cardiac arrest. He had a return of spontaneous circulation after you initiated careincluding several defibrillations. I spoke to the Cardiovascular Program Coordinator at SRRMC yesterday. She advised me that he was diagnosed with idiopathic cardiomyopathy and received a dual chamber internal cardiac defibrillator. He had developed an aspiration pneumonia but otherwise his hospital stay was uneventful and he was discharged to home the following week.

Great job saving another life!

Andy Swartzell, RN, CMO EMS Coordinator San Ramon Valley Fire District

Ph: (925) 838-6669 cell: (925) 570-5575 Fax: (925) 886-3862

aswartzell@srvfire.ca.gov



Brooks, Sue

Subject:

FW: Emergency response

----Original Message---From: jdstein55 *** Septime55@20** Septime55* Septime

Paige Meyer, Fire Chief,

I want to thank you and the response team for helping save my life. They were quick, very efficient, and very compassionate. They made me and my wife feel that I was in safe hands. They even checked on me in the ER and made sure I was being taken care of. I have never been in an ambulance before then and they kept communicating with me on what they were doing, which made me feel very much at ease.

Thank you and your team from the bottom of our hearts, and now I can say that because of their quick actions I am doing very well.

Sincerely,

Joe & Debi Stein

OPERATIONS



MEMORANDUM

San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date:

June 26, 2013

To:

Board of Directors

From:

John Viera - Battalion Chief

Subject:

Monthly Report

SOC Report

1. Auto Aid / Mutual Aid Report evaluation is on going.

2. Wilderness Response Area definition is being reviewed for approval.

3. Type 3 Engine MDC project is in progress.

Training

1. Recruit Academy is in progress.

2. EBRCS Module 1 and 2 Training Complete. Module 3 under Construction.

3. Preparing for annual wild land refresher training and off-road driver training. Training will be conducted at Camp Parks.

EMS

- 1. Replacement of EMS Specialist is in progress. Interviews Pending
- 2. Reviewing staffing reduction options.
- 3. Working with Contra Costa County EMS on EMS Study.
- 4. Reviewing Ambulance transport fees.
- 5. Quality Improvement Process is on-going.

Additional Activities

- 1. Officers Meetings completed last week.
- 2. Fire Trail grading completed.
- 3. Reviewing and preparing the budget.

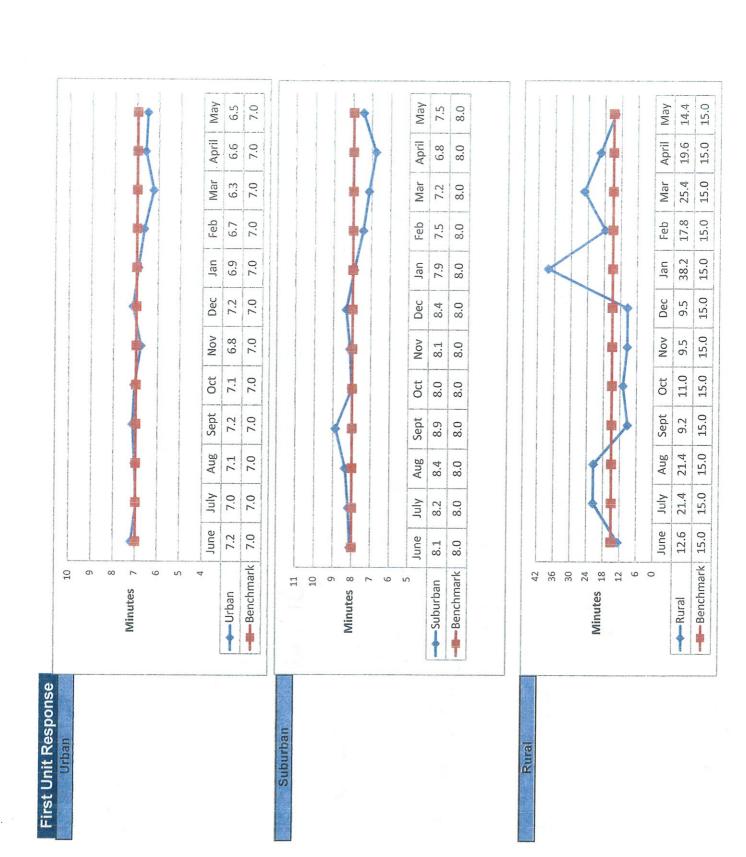
Standards of Cover Policy Compliance Report May 1, 2013 - May 31, 2013

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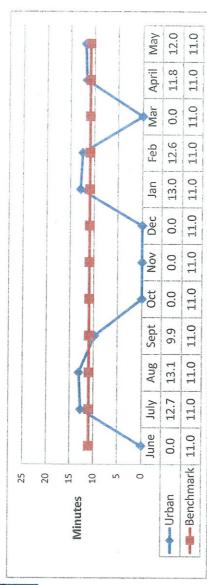
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ERF Medical





11000

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 To treat and transport medical patients and control small fires, the first-due unit should arrive within 7 minutes total response time, 90 percent Distribution of Fire Stations for Built-up Urban Areas of Greater than 2,000 People per Square Mile 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

The first-due fire unit should arrive within 15 minutes total response time, 90 percent of the time. Distribution of Fire Stations for Rural Areas of Less than 1,000 People per Square Mile

Goal 4

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

GOSIS

Hazardous Materials Response

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 Respond to hazardous materials emergencies with enough trained personnel to protect the community from the hazards associated with the be made whether to request the on-duty District Hazardous Materials Team and/or other appropriate resources.

Goal 6

Technical Rescue

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 Respond to technical rescue emergencies with enough trained personnel to facilitate a successful rescue. Achieve a total response time

Goal 7

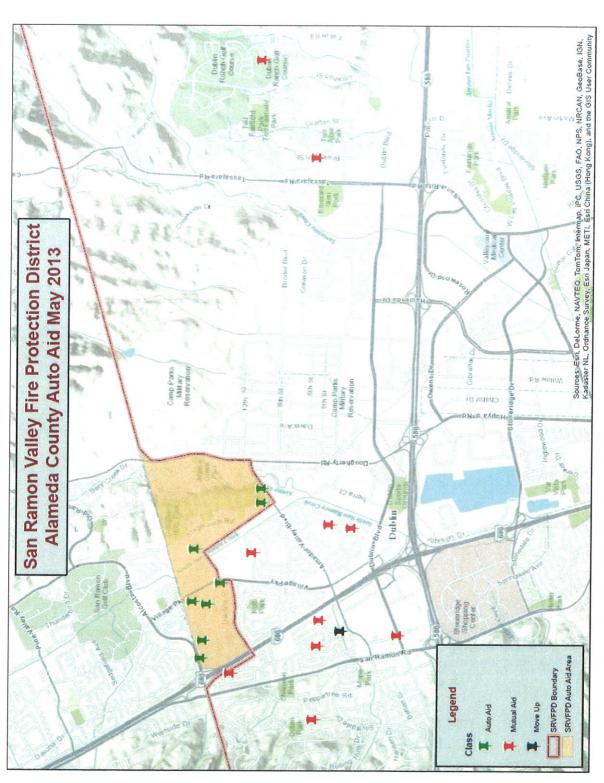
Call processing and turnout times

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.

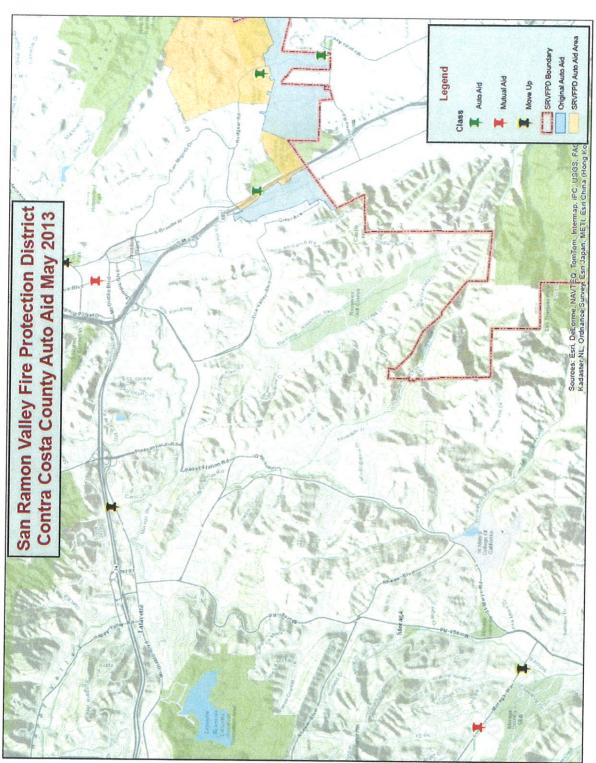
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Effective Response Force for Advanced Life Support (ALS) Medical Emergencies

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 To treat medical patients requiring advanced procedures and skills (defined as Charlie, Delta or Echo), a two-unit response consisting of one State Park, personnel should arrive within 18 minutes travel time 90 percent of the time.



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SUPPORT SERVICES



MEMORANDUM

San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date:

June 26, 2013

To:

Board of Directors

From:

John Viera - Battalion Chief

Subject:

Monthly Report

Facilities

- 1. <u>Station No. 31, Phase 2 Progress, EBRCSA Project Installation of Radio Repeater Equipment</u>
 - Phase 2 infrastructure work is substantially complete. Final acceptance is pending final sign off from regulatory agencies and acceptance by the District.
- 2. (New) Station No. 32, Phase 2 Progress
 - Finance options are under consideration.

Fleet

- 1. 1 Command Vehicle going through bid process for Fire Chief. Bids received May 28, 2013. Apparent low bidder is "Winner Chevrolet". Will conduct due diligence and present findings to Board for approval to purchase.
- 2. Annual Inspection of Fire Extinguishers on Apparatus.
- 3. Annual Engine / Truck services in progress.
- 4. Modular Ambulance, Pre Construction Completed Ambulances are under construction. Estimated completion is October 2013.

Technology Systems

- 1. Provided training on the Pre-Incident Aerial Survey program to the academy.
- 2. Replaced Boardroom microphone jacks and switches.
- 3. Updated Exterior Hazard Abatement map series for 2013.
- 4. Created and printed out aerial maps for After Action Review meetings for the Lexington Place & Portsmouth Court structure fires.
- 5. Created station assignments for the community members of CERT Class 54.
- 6. Completed FY 2013-2014 budget for the Board budget workshop.
- 7. Attended Regional Radio and District working group meetings.

Communication Center

- 1. The Fire and VESDA alarm panels were installed in the Communications Center.
- 2. Attended the Preseason Fire Meeting held by Cal Fire.
- 3. Attended the Command Van Rally held in Sacramento.
- 4. The Reserves participated in the Devil Mountain Run and Amgen Race with the Communications Support Unit.
- 5. Completed the FY 2013-2014 budget for the Board budget workshop.

FIRE PREVENTION DIVISION



MEMORANDUM

San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date:

June 26, 2013

To:

Board of Directors

From:

Christina Kiefer, Fire Marshal

Subject:

Fire Prevention Monthly Activities - May 2013

Activities

International Code Council-Fire Code, Code Change Hearing:

Plans Examiner, Ian Hardage and Code Compliance Officer, Roy Wendel attended the Code Change Hearings for the International Fire Code 2015 Edition. Ian Hardage, attended as a representative and Co-chair of the California Fire Chief's Assoc, Fire Code Committee. Roy Wendel attended as a member of the IFC Committee representing the International Association of Fire Chief's. Roy and Ian participated in over 400 code change proposals to the IFC and Wildland-Urban Interface Code. Final action hearings will be held in October 2013.

Executive Fire Officer Program - Fire Marshal Kiefer:

Fire Marshal Kiefer attended the National Fire Academy as part of the Executive Fire Officer Program and completed the Executive Leadership class. This is the fourth class in the program, and requires a research paper to be completed prior to the end of the year.

Exterior Hazard Abatement Program:

Fire Prevention staff completed inspections of over 11,000 properties in the EHAP. There were approximately 400 properties found that will require an additional inspection.

Golden Guardian Exercise:

District staff participated in an effort to plan, prepare and carryout a full scale Emergency Operations Exercise (EOC) exercise with city of San Ramon, American Red Cross, CERT members, and the Regional Medical Center. On May 15, the Statewide Golden Guardian Exercise was held, which focused on testing the Bay Area Catastrophic Response Plan for a major earthquake on the San Andreas Fault. Ten Bay Area Counties, forty-six local governments, and the state participated in the same exercise. The drill also extended out of the EOC with a practical evacuation of a residential care facility and with Community Emergency Response Team (CERT) members visiting care homes throughout the community.

Fire Prevention Activity Report for May--Attached

<u>Potential Issues</u> None to report at this time.

Upcoming Public Education Classes and Events Scheduled

Event	Location	Date/Time
PersonalEmergency	Administration Building	July 10
Preparedness		6:30-8:00 pm
CERT - Train the Trainer	Administration Building	August 16-18
		8:00 - 5:00 pm
CERT-Class #55	Administration Building	Sept 4 - October 16
		Wednesday, 6:00-9:30 pm

CODE COMPLIANCE JAN FEB MA INSPECTIONS 122 177 REINSPECTIONS 172 76 TOTAL 294 253 OCCUPANCY PERMITS 40 68	MAR APR 183 174 115 138 298 312	M	AUG SEP	OCT NOV	DEC YTD 748
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CONSTRUCTION					
PLAN REVIEWS SUBMITTED 82 107	78 106	103			
PLAN REVIEWS COMPLETED 65 93					476
INSPECTIONS 88 95	80				463
					510

ADMINISTRATIVE SERVICES



MEMORANDUM

San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583 Phone (925) 838-6600 | Fax (925) 838-6629 www.firedepartment.org | info@firedepartment.org

Date:

June 26, 2013

To;

Board of Directors

From:

Robert Leete - Administrative Services Director

Subject:

Monthly Report

Finance:

Financials:

Balance Sheet (May 31, 2013)

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:

Assembled Annual Operating Budget Fiscal Year 2013-2014.

Employee Budget Overview Meeting.

Finance Committee meeting.

Board Budget Workshop.

Supported labor negotiations.

Attended Citizen Corp Council meeting.

Continued work for Facilities, Fleet and Equipment Reserve Study.

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

Assisted in preparation of the Request for Quotations for the purchase of self-contained breathing apparatus.

Met with Contra Costa County Employees' Retirement Association regarding PEPRA implementation.

Human Resources:

Met with Finance to coordinate Affordable Care Act tracking/reporting requirements. Met with Finance to clarify payroll deduction information requirements for employee benefit co-pay.

Updated FMLA forms to reflect recent FMLA changes.

Reviewed pending policy updates (Sick leave, attendance, make-up time, social media, communications equipment). Updated modified duty policy (#215) and modified duty agreements.

Worked with CalPERS to kick off their dependents audit project and began processing data as supplied by employees.

Conducted EMS Specialist recruitment.

Worked with ABRA technical support to resolve issues with transferring employees from active to retiree status.

Employee Illness/Injury Report for May 2013

Reportable Injuries – May 2013:

- 1. May 2, 2013. A Code Compliance Officer strained injuries to their shoulder, arm and ribs while involved in a traffic accident. Lost time: 80.47 hours to date.
- 2. May 2, 2013. A Firefighter Recruit experienced leg cramping during auto extrication training. Lost time: 8 hours.
- 3. May 10, 2013. A Firefighter/Paramedic developed pneumonia. Lost Time: 168 hours.
- 4. May 18, 2013. A Captain developed pneumonia. Lost Time: 96 hours.

Note: As of May 31, 2013, there were three (3) employees absent from their regular work assignment. Lost time related to prior month injuries totaled 430.15 hours.

SAN RAMON VALLEY FIRE PROTECTION DISTRICT COMBINED BALANCE SHEET OF ALL FUND TYPES MAY 31, 2013

		GOVERN	GOVERNMENTAL FUND TYPES	YPES			AGENCY	ACCOUNT	Salloas	
ASSETS	General Fund - 100	Service Fund - 200	Capital Projects Fund - 300	Federal Grant Capital Projects Fund - 310	Special Revenue Fund - 400	Equipment/ Vehicles Capital Projects Fund - 600	CERT PROGRAM Fund - 700	General Fixed Assets Fund - 800	General Long-Term Debt Fund - 900	Totals (Memo Only)
Cash - Bank of the West Cash - Bank of the West Money Market @ 0.099% Cash - Bank of the West Workers' Compensation Cash - Comerica Flexible Spending Party Cash	\$ 1,6	\$9 γ	2,690,586	\$ 24,386	\$ 306	\$ 299	\$ 47,732	5-7	•	\$ 4,405,217 79,036 (25,509)
l rety Cani Investments - LAIF @ 0.28% Investments - LAIF Market Value Adjustment Cash with Fiscal Agent (Note #1)	1,250 35,578,338 41,750	1,329,437					3,349			6,122 1,250 35,581,687 41,754
Accounts Receivable Prepaid Expenses/Deposits Land	70,054		238,000							1,329,437 70,054 238,000
Buildings & Improvements/Construction Equipment								7,105,802 27,283,239		7,105,802 27,283,239
Accumulated Depreciation Amount to be Provided for General Long Term Debt								26,055,765 (27,952,714)		26,055,765 (27,952,714)
Total Assets LIABILITIES	\$ 37,392,949	\$ 1,329,437 \$	2,928,586	\$ 24,386 \$	306	\$ 299 \$	51,085	\$ 32,492,092	19,264,541 \$ 19,264,541	19,264,541 \$ 93,483,681
Accounts Payable		63 '	,	· 64 :	,	€5 1-	,	€	6	
Deposits Payable Long Term Debt:	3,032,922 7,116								٠	\$ 8,430 3,032,922 7,116
(1) Certificates of Participation									000 088 61	000,000,000
Claims Payable Compensated Absonces	6,122								2,489,997	2,489,997
Total Liabilities	3,054,590	,	,		,				1,808,986	1,808,986
Investment in General Fixed Assets									145,462,71	22,319,131
Non-Spendable Fund Balance Restricted Fund Balance Committed Fund Balance		1,329,437	238,000	24,386				32,492,092		32,492,092 238,000
Workers' Compensation Claims	1,000,000									1,353,823
Refinery Property Tax Claim Station 32/Capital Improvement Projects	460,000									1,000,000
Budget Stabilization Tactical Training Center	16,097,700		0000							5,527,445
Assigned Fund Balance: Budgetary Deficit	4250070		2,070,385							2,690,586
Other Assigned Fund Balance Unassigned Fund Balance	7,042,236				306	ļ				4,210,978 306
Total Fund Balance	34,338,359	1,329,437	2,928,586	24,386	306	299	51,085	32,492,092	1	7,093,620
Total Liabilities and Fund Equity Note 1 - US Bank:	\$ 37,392,949 \$	1,329,437 \$	2,928,586 \$	24,386 \$	306	\$ 299 \$	51,085 \$	32,492,092	\$ 19,264,541 \$	1
Reserve Fund (COP 2003) Market Value \$730,022, Interest Rate 0.04% (Money Market Fund) Lease Fund (COP 2003) Market Value \$0, Reserve Fund (COP 2006) Market Value \$50, Interest Rate 0.00% (Money Market Fund) I note Fund (COP 2006) Market Value \$5599,414, Interest Rate 0.04% (Money Market Fund) I note Fund	Interest Rate 0.04% Interest Rate 0.00% Interest Rate 0.04%	6 (Money Market Fund) 6 (Money Market Fund) 6 (Money Market Fund)	nd) nd) nd)							
case runa (COF 2006) Market Value \$1,	Interest Rate 0.009	Interest Rate 0.00% (Money Market Fund)	(pu							

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

GL CODE	OESCRIPTION	2009/2010 ACTUAL REVENUE	2010/2011 ACTUAL REVENUE	2011/2012 ACTUAL REVENUE	2012/2013 ESTIMATED REVENUE	2012/2013 REALIZED REVENUE
		·				
4100	TAXES			0.47.000.640	\$48,274,589	\$44,831,31
4110	PROPERTY TAXES - CURRENT SECURED	\$48,555,854	\$47,388,882	\$47,933,548 \$489,994	\$146,412	\$159.76
4120	PROPERTY TAXES - SUPPLEMENTAL	\$649,615	\$699,652	\$959,401	\$978,589	\$890,71
4130	PROPERTY TAXES - UTILITIES (Unitary)	\$760,539	\$896,045 \$1,747,874	\$1.841.275	\$1,765,227	\$1,740,80
4140	PROPERTY TAXES - CURRENT UNSECURED	\$1,832,522 \$545,216	\$537,428	\$526,371	\$494,700	\$251,92
4145	HOMEOWNERS PROPERTY TAX RELIEF	(\$1,412,883)	(\$1,338,944)	(\$1,251,584)	(\$1,584,551)	(\$1,385,99
4150	LESS TAXES RETURNED TO COUNTY	(\$547,169)	(\$323,908)	(\$496,473)	(\$506,402)	(3494,13
4160 4170	LESS COUNTY TAX ADMINISTRATION PROPERTY TAXES - PRIOR SECURED	(\$339,632)	(\$67,962).	(\$449,320)	(\$458,307)	(\$564,43
4180	PROPERTY TAXES - PRIOR SUPPLEMENTAL	(\$393,227)	(\$185,201)	(\$187,054)	(\$190,795)	(\$125,50
4190	PROPERTY TAXES - PRIOR UNSECURED	\$29,210	\$30,951	(\$37,026)	(\$62,379)	(\$14,78
4130		\$49,680,045	\$49,184,817	\$49,329,132	\$48,857,083	\$45,289,67
4200	INTERGOVERNMENTAL REVENUE					
4220	MEASURE "H"	\$0	30	\$112,184	\$25,000	\$33,00
4230	SB-90 MANDATED COSTS	\$59,662	\$18,333	\$13,323	\$15,000	(\$92,15
4240	MISCELLANEOUS STATE AID/GRANTS	\$309,199	\$35,723	\$91,609	\$35,000	\$172,14
4245	FEDERAL GRANT REVENUE	. GO ;	30 :	\$0	\$1,906,683	\$1,627,5 \$74,0
4250	OTHER INTERGOVERNMENTAL REVENUE	\$0 : \$368,861	\$3,000,000 \$3,054,056	\$245,151 \$462,267	\$444,711 \$2,426.394	\$1,814,63
		1	:	V.10	, , , , , , , , , , , , , , , , , , , ,	
4300	CHARGES FOR SERVICE			500.004	440.000	\$60.7
4310	INSPECTION FEES	\$40,847	\$32,729	\$60,324	\$42,000	
4315	PLAN REVIEW	\$120,522	\$173,623	\$248,626	\$265,000 \$4,000	\$341,72 \$25,16
4320	WEED ABATEMENT CHARGES	\$8,299	\$4,435	\$2,984 :	\$23,000	\$55,28
4325	ADMINISTRATIVE CITATION CHARGES	\$0 \$2,388,562	\$8,250 \$2,202,045	\$35,321 \$2,439,773	\$2,300,000	\$2,494,30
4330	AMBULANCE SERVICES	\$2,306,302	\$2,202,045	\$2,439,775	\$2,000,000	\$6
4340	CPR CLASSES REPORTS/PHOTOCOPIES	\$1,796	\$1,560	\$5,464 :	\$1,100	\$5,9
4350 4360	MISCELLANEOUS CURRENT SERVICES	\$0	\$0	\$0,404	\$0	40.0
4300	INIGGELLANEOUS GURRENT SERVICES	\$2,562,304	\$2,425,597	\$2,795,047	\$2,637,100	\$2,983,81
4400	USE OF MONEY & PROPERTY	<u> </u>				
4410	INVESTMENT EARNINGS	\$250,322	\$152,454	\$98,835	\$156,600	\$68,5
	INVESTMENT CANADAGO	\$250,322	\$152,454	\$98,835	\$156,600	\$68,50
		7200,000				***************************************
4500	RENTS, ROYALTIES AND COMMISSIONS	0440.050	\$159,877	\$189,978	\$305,000	\$265.2
4510	RENT ON REAL ESTATE	\$143,852 \$143,852	\$159,877	\$189,978	\$305,000	\$265,27
		-				
4600	OTHER REVENUE	4500	2012	A7 055	\$5.000	\$5
4610	DONATIONS/CONTRIBUTIONS	\$500	\$917	\$7,355 \ \$7,960 \	\$5,000 \$755,000	\$5 \$367,7
4620	SALE OF PROPERTY	\$19,348 \$38,897	\$9,203 \$25,938	\$45,769	\$10,000 :	\$50,8
4640	MISCELLANEOUS REVENUE	\$58,745	\$36.058	\$61,084	\$770,000	\$419,11
a i a como de acomo i i decendo de acomo						
4900	OTHER FINANCING SOURCES					
4920	LEASE PROCEEDS	\$0	\$3,400,000 :	\$0	\$2,750,000	
		\$0	\$3,400,000	\$0	\$2,750,000	<u> </u>
***************************************	REVENUE TOTAL	\$53,064,129	\$58,412,859	\$52,936,343	\$57,902,177	\$50,841,02

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

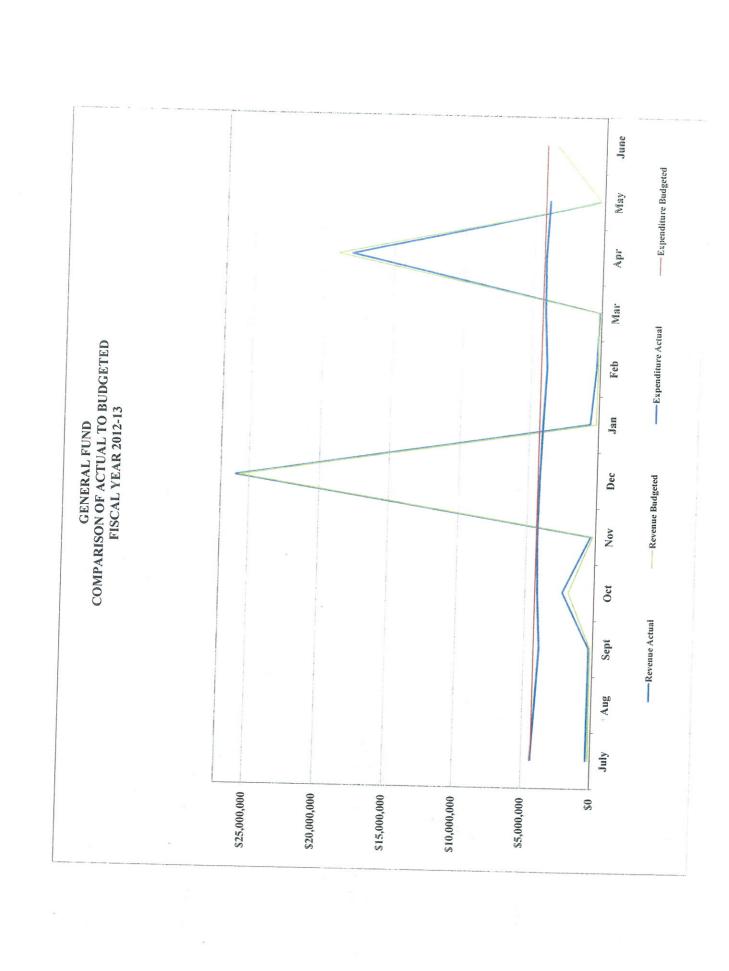
PERMANENT SALARIES TEMPORARY SALARIES PERMANENT OVERTIME FEDERAL INSURANCE COMPENSATION RETIREMENT CONTRIBUTIONS EMPLOYEE GROUP INSURANCE RETIREE HEALTH INSURANCE UNEMPLOYMENT INSURANCE WORKERS' COMPENSATION INS. TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	GL ODE 5110 5115 5120 5140 5150 5160 5160 5170 5170 5170 5170 5170 5170 5170 517	2009-2010 ACTUAL \$21,979,823 \$223,756 \$4,597,107 \$379,421 \$11,654,409 \$3,446,521 \$1,080,915 \$29,318 \$638,059 \$44,029,329 \$44,029,329 \$44,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959 \$115,527	2010-2011 ACTUAL \$21,730,515 \$140,161 \$4,736,070 \$360,579 \$11,811,102 \$3,942,059 \$1,375,426 \$2,693 \$874,475 \$44,973,080 \$40,156 \$11,547 \$186,194 \$322,395 \$102,739	2011-2012 ACTUAL \$21,231,690 \$170,887 \$5,943,633 \$385,010 \$11,131,763 \$3,678,610 \$1,571,813 \$418 \$671,135 \$444,784,859 \$30,218 \$17,385 \$183,636	2012-2013 BUDGET \$21,933,333 \$146,191 \$4,767,500 \$384,505 \$12,993,780 \$3,711,590 \$1,850,000 \$20,000 \$800,000 \$46,806,899 \$28,250 \$12,700 \$20,1560	EXPENDITURES TO DATE \$18,580,289 \$185,833 \$5,934,554 \$348,825 \$10,881,366 \$3,183,805 \$1,666,516 \$8,351 \$851,803 \$41,641,343 \$20,943 \$10,825	REMAINING BAL. TO DATE \$3,353,044 (\$39,642) (\$1,167,054); \$35,679 \$2,112,414 \$527,785 \$183,484 \$11,649 (\$51,803). \$4,965,556 \$7,307 \$1,875	90.72% 83.74% 85.78% 90.08% 41.76% 106.48% 89.35%
PERMANENT SALARIES TEMPORARY SALARIES PERMANENT OVERTIME FEDERAL INSURANCE COMPENSATION RETIREMENT CONTRIBUTIONS EMPLOYEE GROUP INSURANCE RETIREE HEALTH INSURANCE UNEMPLOYMENT INSURANCE WORKERS' COMPENSATION INS. TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	5110 5115 5120 5140 5150 5160 5160 5170 5180 5190 100 202 204 206 208 210 212 213	\$21,979,823 \$223,756 \$4,597,107 \$379,421 \$11,654,409 \$3,446,521 \$1,080,915 \$29,318 \$638,059 \$44,029,329 \$44,029,329 \$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$21,730,515 \$140,161 \$4,736,070 \$360,579 \$11,811,102 \$3,942,059 \$1,375,426 \$2,693 \$874,475 \$44,973,080 \$44,973,080 \$11,547 \$186,194 \$322,395 \$102,739	\$21,231,690 \$170,887 \$5,943,633 \$385,010 \$11,131,763 \$3,678,610 \$1,571,813 \$118 \$671,135 \$44,784,659 \$30,218 : \$17,385 \$183,636	\$21,933,333 \$146,191 \$4,767,500 \$384,505 \$12,993,780 \$3,711,590 \$1,850,000 \$20,000 \$800,000 \$46,806,899 \$28,250 \$12,700	\$18,580,289 \$185,833 \$5,934,554 \$348,826 \$10,881,366 \$3,183,805 \$1,666,516 \$8,351 \$851,803 \$41,641,343 \$20,943 \$10,825	\$3,353,044 (\$39,642) (\$1,167,054); \$35,679 \$2,112,414 \$527,785 \$183,484 \$11,649 (\$51,803) \$4,965,558	84.71% 127.12% 124.48% 90.72% 83.74% 85.78% 90.08% 41.76% 106.48% 89.35%
TEMPORARY SALARIES PERMANENT OVERTIME FEDERAL INSURANCE COMPENSATION RETIREMENT CONTRIBUTIONS EMPLOYEE GROUP INSURANCE RETIREE HEALTH INSURANCE UNEMPLOYMENT INSURANCE WORKERS' COMPENSATION INS. TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	5115 5120 5140 5150 5160 5160 5170 5180 5190 4100 202 204 206 208 210 212 212 213	\$223,756 \$4,597,107 \$379,421 \$11,654,409 \$3,446,521 \$1,080,915 \$29,318 \$638,059 \$44,029,329 \$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$140,161 \$4,736,070 \$360,579 \$11,811,102 \$3,942,059 \$1,375,426 \$2,693 \$874,475 \$44,973,080 \$44,973,080 \$11,547 \$186,194 \$322,395 \$102,739	\$170,887 \$5,943,633 \$385,010 \$11,131,763 \$3,678,610 \$1,571,813 \$118 \$671,135 \$44,784,659 \$30,218 : \$17,385 \$183,636	\$146,191 \$4,767,500 \$384,505 \$12,993,780 \$3,711,590 \$1,850,000 \$20,000 \$800,000 \$46,606,899 \$28,250 \$12,700	\$185,833 \$5,934,554 \$348,826 \$10,881,366 \$3,183,805 \$1,666,516 \$8,351 \$851,803 \$41,641,343 \$20,943 \$10,825	(\$39,642) (\$1,167,054); \$35,679 \$2,112,414 \$527,785 \$183,484 \$11,649 (\$51,803) \$4,965,556	127.12% 124.48% 90.72% 83.74% 85.78% 90.08% 41.76% 106.48% 89.35%
PERMANENT OVERTIME FEDERAL INSURANCE COMPENSATION RETIREMENT CONTRIBUTIONS EMPLOYEE GROUP INSURANCE RETIREE HEALTH INSURANCE UNEMPLOYMENT INSURANCE WORKERS' COMPENSATION INS. TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	5120 5140 5140 5150 5160 5170 5190	\$4,597,107 \$379,421 \$11,654,409 \$3,446,521 \$1,080,915 \$29,318 \$638,059 \$44,029,329 \$44,029,329 \$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$4,736,070 \$360,579 \$11,811,102 \$3,942,059 \$1,375,426 \$2,693 \$874,475 \$44,973,080 \$44,973,080 \$40,156 \$11,547 \$186,194 \$322,395 \$102,739	\$5,943,633 \$385,010 \$11,131,763 \$3,678,610 \$1,571,813 \$118 \$671,135 \$44,784,659 \$30,218 \$17,385 \$183,636	\$4,767,500 \$384,505 \$12,993,780 \$3,711,590 \$1,850,000 \$20,000 \$800,000 \$48,606,899 \$28,250 \$12,700	\$5,934,554 \$348,826 \$10,881,366 \$3,183,805 \$1,666,516 \$8,351 \$851,803 \$41,641,343 \$20,943 \$10,825	(\$1,167,054); \$35,679 \$2,112,414; \$527,785 \$183,484 \$11,649 (\$51,803); \$4,965,556; \$7,307	124.48% 90.72% 83.74% 85.78% 90.08% 41.76% 106.48% 89.35%
FEDERAL INSURANCE COMPENSATION RETIREMENT CONTRIBUTIONS EMPLOYEE GROUP INSURANCE RETIREE HEALTH INSURANCE UNEMPLOYMENT INSURANCE WORKERS' COMPENSATION INS. TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	5140 5150 5160 5170 5180 5190 5190 5190 5190 5202 5204 5206 5208 5210 5212 5212 5213 5214	\$379,421 \$11,654,409 \$3,446,521 \$1,080,915 \$29,318 \$638,059 \$44,029,329 \$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$360,579 \$11,811,102 \$3,942,059 \$1,375,426 \$2,693 \$874,475 \$44,973,080 \$40,156 \$11,547 \$186,194 \$322,395 \$102,739	\$385,010 \$11,131,763 \$3,678,610 \$1,571,813 \$118 \$671,135 \$44,784,659 \$30,218 \$17,365 \$183,636	\$384,505 \$12,993,780 \$3,711,590 \$1,850,000 \$20,000 \$800,000 \$48,606,899 \$28,250 \$12,700	\$348,826 \$10,881,366 \$3,183,805 \$1,666,516 \$8,351 \$851,803 \$41,641,343 \$20,943 \$10,825	\$35,679 \$2,112,414 \$527,785 \$183,484 \$11,649 (\$51,803) \$4,965,556 \$7,307	90.72% 83.74% 85.78% 90.08% 41.76% 106.48% 89.35%
RETIREMENT CONTRIBUTIONS EMPLOYEE GROUP INSURANCE RETIREE HEALTH INSURANCE UNEMPLOYMENT INSURANCE WORKERS' COMPENSATION INS. TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	5150 5160 5170 5180 5190 100 202 204 206 208 210 212 213 214	\$11,654,409 \$3,446,521 \$1,080,915 \$29,318 \$638,059 \$44,029,329 \$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$11,811,102 \$3,942,059 \$1,375,426 \$2,693 \$874,475 \$44,973,080 \$40,156 \$11,547 \$186,194 \$322,395 \$102,739	\$11,131,763 \$3,678,610 \$1,571,813 \$118 \$671,135 \$44,784,659 \$30,218 \$17,385 \$183,636	\$12,993,780 \$3,711,590 \$1,850,000 \$20,000 \$800,000 \$46,606,899 \$28,250 \$12,700	\$10,881,366 \$3,183,805 \$1,666,516 \$8,351 \$851,803 \$41,641,343 \$20,943 \$10,825	\$2,112,414 \$527,785 \$183,484 \$11,649 (\$51,803) \$4,965,558	83.74% 85.78% 90.08% 41.76% 106.48% 89.35%
EMPLOYEE GROUP INSURANCE RETIREE HEALTH INSURANCE UNEMPLOYMENT INSURANCE WORKERS' COMPENSATION INS. TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	6160 6170 6180 6190 100 100 202 204 206 208 210 212 213 214	\$3,446,521 \$1,080,915 \$29,318 \$638,059 \$44,029,329 \$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$3,942,059 \$1,375,426 \$2,693 \$874,475 \$44,973,080 \$40,156 \$11,547 \$186,194 \$322,395 \$102,739	\$3,678,610 \$1,571,813 \$118 \$671,135 \$44,784,659 \$30,218 \$17,385 \$183,636	\$3,711,590 \$1,850,000 \$20,000 \$800,000 \$46,606,899 \$28,250 \$12,700	\$3,183,805 \$1,666,516 \$8,351 \$851,803 \$41,641,343 \$20,943 \$10,825	\$527,785 \$183,484 \$11,649 (\$51,803) \$4,965,556 \$7,307	85.78% 90.08% 41.76% 106.48% 89.35% 74.13%
RETIREE HEALTH INSURANCE UNEMPLOYMENT INSURANCE WORKERS' COMPENSATION INS. TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	1170 1180 1190 100 100 202 204 206 208 210 212 213 214	\$1,080,915 \$29,318 \$638,059 \$44,029,329 \$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$1,375,426 \$2,693 \$874,475 \$44,973,080 \$40,156 \$11,547 \$186,194 \$322,395 \$102,739	\$1,571,813 \$118 \$671,135 \$44,784,659 \$30,218 \$17,385 \$183,636	\$1,850,000 \$20,000 \$800,000 \$46,606,899 \$28,250 \$12,700	\$1,666,516 \$8,351 \$851,803 \$41,641,343 \$20,943 \$10,825	\$183,484 \$11,649 (\$51,803) \$4,965,556 \$7,307	90.08% 41.76% 106.48% 89.35% 74.13%
WORKERS' COMPENSATION INS. TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	190 100 202 204 206 208 210 212 213 214	\$638,059 \$44,029,329 \$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$874,475 \$44,973,080 \$40,156 \$11,547 \$186,194 \$322,395 \$102,739	\$671.135 \$44,784,659 \$30,218 \$17,385 \$183,636	\$20,000 \$800,000 \$46,606,899 \$28,250 \$12,700	\$8,351 \$851,803 \$41,641,343 \$20,943 \$10,825	\$11,649 (\$51,803) \$4,965,556 \$7,307	41.76% 106.48% 89.35% 74.13%
TOTAL SALARIES AND BENEFITS OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	202 204 206 208 210 212 213 214	\$44,029,329 \$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$44,973,080 \$40,156 \$11,547 \$186,194 \$322,395 \$102,739	\$44,784,659 \$30,218 \$17,385 \$183,636	\$48,806,899 \$28,250 \$12,700	\$41,641,343 \$20,943 \$10,825	\$4,965,556 \$7,307	89.35% 74.13%
OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	202 204 206 208 210 212 213 214	\$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$40,156 \$11,547 \$186,194 \$322,395 \$102,739	\$30,218 \$17,385 \$183,636	\$28,250 \$12,700	\$20,943 \$10,825	\$7,307	74.13%
OFFICE SUPPLIES POSTAGE TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	202 204 206 208 210 212 213 214	\$43,108 \$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$40,156 \$11,547 \$186,194 \$322,395 \$102,739	\$30,218 \$17,385 \$183,636	\$28,250 \$12,700	\$20,943 \$10,825	\$7,307	74.13%
POSTAGE TELECOMMUNICATIONS ULILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	204 206 208 210 212 213 214	\$10,181 \$191,794 \$302,015 \$128,997 \$150,959	\$11,547 \$186,194 \$322,395 \$102,739	\$17,385 \$183,636	\$12,700	\$10,825		
TELECOMMUNICATIONS UTILITIES SMALL TOOLS/EQUIPMENT MISCELLANEOUS SUPPLIES	206 208 210 212 213 214	\$191,794 \$302,015 \$128,997 \$150,959	\$186,194 \$322,395 \$102,739	\$17,385 \$183,636		\$10,825		
UTILITIES S SMALL TOOLS/EQUIPMENT S MISCELLANEOUS SUPPLIES S	208 210 212 213 214	\$302,015 \$128,997 \$150,959	\$322,395 \$102,739		\$201 560		\$1,073	85.24%
SMALL TOOLS/EQUIPMENT 5 MISCELLANEOUS SUPPLIES 5	210 212 213 214	\$128,997 \$150,959	\$102,739	6200.004	9201,000 ;	\$163,162	\$38,398	80.95%
MISCELLANEOUS SUPPLIES 6	212 213 214	\$150,959		\$322,361	\$281,500	\$293,976	(\$12,476)	104.43%
	213 214		0404070	\$84,094	\$92,000	\$57,156	\$34,844	62.13%
	214	Ø115.527	\$104,279	\$126,724	\$117,100	\$81,362	\$35,738	69.48%
		\$139,196	\$119,249 \$132,020	\$120,175 \$71,452	\$103,000 \$100,252	\$101,846 : \$43,932	\$1,154	98.88%
The particular of the particul		\$35,173	\$46,548	\$71,452 \$36,286	\$36,500	\$43,932	\$56,320 \$2,612	43.82% 92.84%
COMPUTER SUPPLIES 5	218	\$55,612	\$28,810	\$11,859	\$39,500	\$32,316	\$7,184	81.81%
RADIO EQUIPMENT & SUPPLIES 5	219	\$50,198	\$342,998	372,432	\$139,850	\$55,398	\$84,452	39.61%
	220	\$741	\$25	\$0	\$0	\$196	(\$196)	
	222	\$22,148	\$23,015	\$18,748	\$20,450	\$21,242	(\$792)	103.87%
	223	\$0	\$0	\$29,267	\$36,000	\$27,417	\$8,583	76.16%
	224	\$132,513	\$144,594	\$231,465	\$239,499	\$119,840	\$119,659	50.04%
	226	\$0 ; \$67,028 ;	\$0 : \$26.317	\$720	\$1,000	\$2,895	(\$1,895)	289.50%
	227	\$07,028	\$20,317	\$24,689 : \$2,161 :	\$23,200 \$25,000	\$7,877 \$21,864	\$15,323	33.95%
	228	\$40,834	\$37,749	\$40,553	\$40,000	\$36,086	\$3,136 \$3,914	87.46% 90.22%
	230	\$110,747	\$74,712	\$121,634	\$100,000	\$69,063	\$30,937	69.06%
	231	\$18,074	\$14,325	\$6,784	\$20,000	\$10,043	\$9,957	50.22%
	232	\$165,112	\$161,507	\$174,886	\$199,500	\$153,259	\$46,241	76.82%
	234 i	\$39,221	\$20,197	\$58,875	\$40,000	\$39,718	\$282	99.30%
	235	\$8,250	\$10,240	\$9,330	\$12,500	\$5,280	\$7,220	42.24%
	236	\$96,527	\$103,571	\$107,632	\$126,004	\$159,161	(\$33,157)	126,31%
	240	\$333,941 \$217,464	\$307,774 \$104,677	\$331,986 ; \$132,488 ;	\$355,006 \$131,750	\$227,606	\$127,400	64.11%
	242	\$46,871	\$36,171	\$33,700	\$37,500	\$114,468 \$29,400	\$17,282 \$8,100	86.88% 78.40%
	246	\$54,890	\$42,893	\$48,938	\$71,300	\$57,799	\$13,501	81.06%
	250	\$746,996	\$822,554	\$653,019	\$989,526	\$497,994	\$491,532	50.33%
	51	\$63,582	\$35,680	\$101,946	\$82,800	\$77,147	\$5,653	93.17%
	252 254	\$246,839	\$192,663	\$391,532	\$336,000	\$264,142	\$71,858	78.61%
	56	\$112,336 \$70	\$83,633 \$0	\$95,857 \$0	\$126,500	\$74,625	\$51,875	58,99%
	58	\$3,738	\$1,577	\$0	\$0 \$78,600	\$0 \$0	\$0 \$78,600	0.00%
DOCUMENT MANAGEMENT SERVICES 52	60	\$510	\$0	\$0	\$0	\$0	\$0	0.0078
	62	\$0	\$51,099	\$0	\$117,768	\$105,565	\$12,203	89.64%
	64	\$481,274	\$493,476	\$497,815	\$437,000	\$388,378	\$48,622	88.87%
	70	\$949	\$5,552	\$1,578	\$500	\$228	\$272	45.60%
	72 74	\$55,936 \$48,871	\$24,155 \$53,784	\$18,454 \$48,575	\$26,620	\$13,066	\$13,554	49.08%
	76	\$138,221	\$48,708	\$52,091	\$58,195 \$59,000	\$56,275 \$37,363	\$1,920 \$21,637	96.70% 63.33%
EDUCATIONAL ASSISTANCE PROGRAM 52	77	\$30,761	\$26,514	\$22,051	\$45,000	\$21,006	\$23,994	46.68%
PUBLIC EDUCATIONAL SUPPLIES 52	78	\$22,529	\$20,074	\$13,219	\$11,000	\$8,412	\$2,588	76.47%
	80	\$21,447	\$21,700	\$10,216	\$25,800	\$6,513	\$19,287	25.24%
	82 84	\$4,889	\$6,573	\$3,364	\$6,500	\$2,792	\$3,708	42.95%
	86	\$109,023 \$154,062	\$46,773 \$304,845	\$39,734 \$0	\$45,000 \$0	\$20,780 \$0	\$24,220	46.18%
	00	\$4,819,154	\$4,784,062	\$4,399,929	\$5,076,730	\$3,572,304	\$0 \$1,504,426	70.37%
TOTAL G/F OPERATING EXPENDITURES		\$48,848,483	\$49,757,142	\$49,184,588	\$51,683,629	\$45,213,647	\$6,469,982	87.48%
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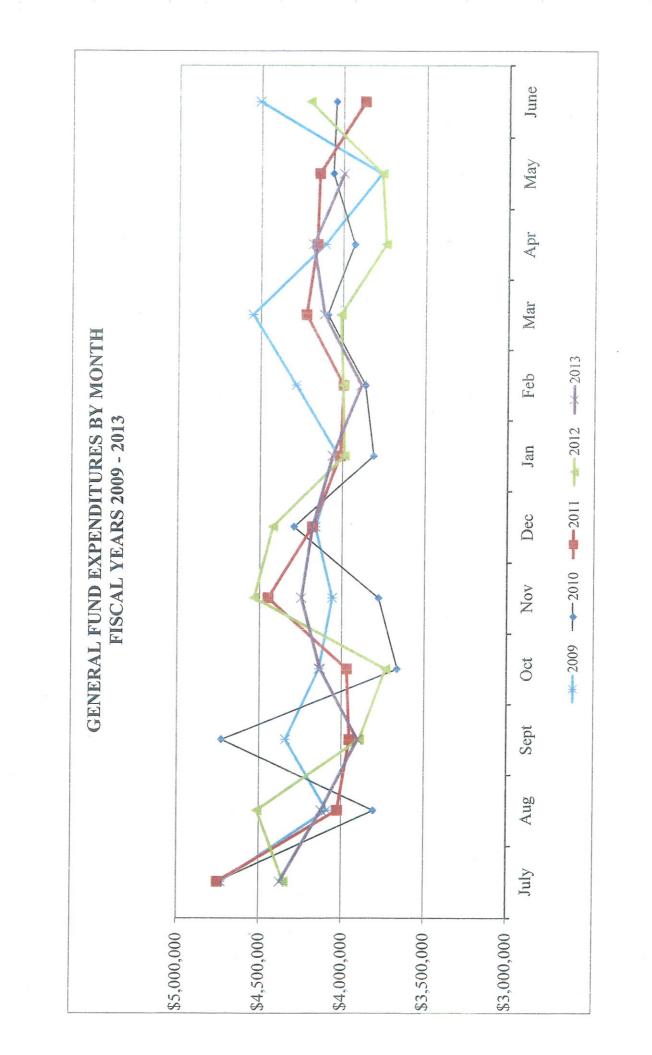
SAN RAMON VALLEY FIRE PROTECTION DISTRICT CAPITAL PROJECTS, EQUIP/VEHICLES, DEBT SERVICE, SAN RAMON VALLEY FIRE COMMUNITY FUND FISCAL YEAR 2012/2013 JULY 1, 2012 - MAY 31, 2013

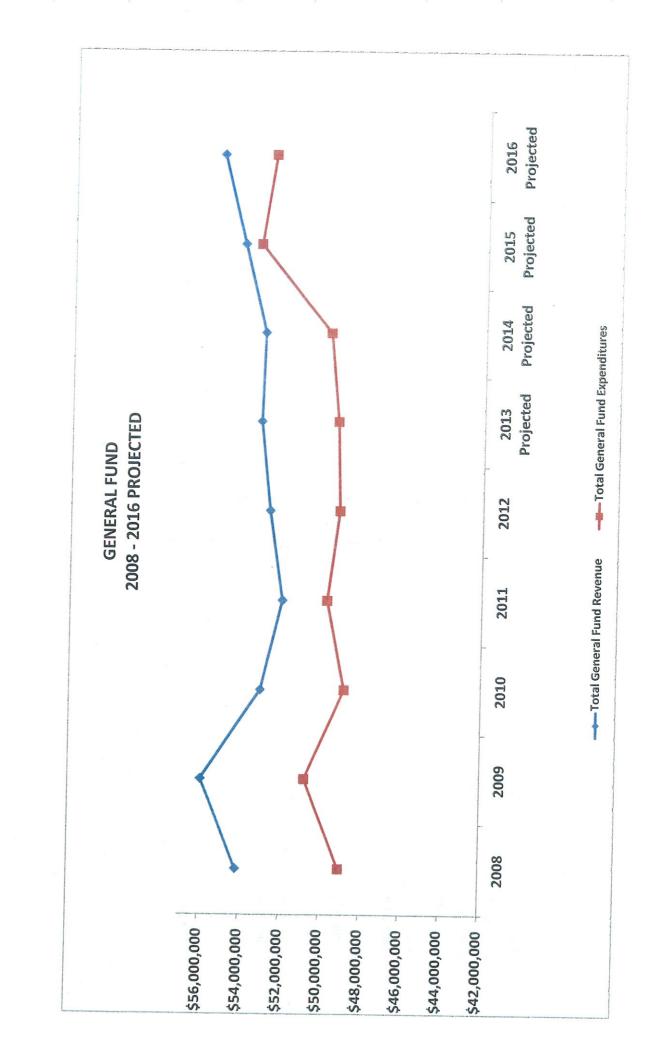
DESCRIPTION	GL CODE	2009/2010 ACTUAL	2010/2011 ACTUAL	2011/2012 ACTUAL	2012/2013 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
				•	:			
RENTS & LEASES - PROPERTY	5246	\$12,500	\$12,500	\$12,500	\$0	\$12,500	-\$12,500	
DESIGN/CONSTRUCTION	6105/6110	\$1,917,756	3652,060	3297,355.	\$1,808,988.	3740,079		41
/ARIOUS IMPROVEMENTS	5120	\$224,490	\$47,634.	\$46,018	\$70,000	\$23,243	\$46,757	33
TOTAL CAPITAL PROJECTS (FUND 300)		\$2,154,746	\$712,194	3355,873	\$1,378,988	3775.822	\$1,103,166	41
								
RADIO/ELECTRONIC EQUIPMENT	6230	<u>.</u>	-	\$0	\$2,724,155	\$2,016,167	\$707,988.	74
TOTAL FEDERAL GRANT CAPITAL PROJECTS	(FUND 310)		<u> </u>		32,724,155	\$2,016,167	\$707.988	74
	·				7-7	<u> </u>	7	
PFFICE EQUIP. & FURNISHINGS	6210	\$11,905	\$Q	\$0:		30	30	
IEDICAL/LAB EQUIPMENT	6220	\$11,397	\$0	50		\$0	30	
RADIO/ELECTRONIC EQUIPMENT	6230	3247,764	\$425,512.	\$264,441	\$37,500	\$0	\$37,500	0
OOLS & SUNDRY EQUIPMENT	6240	\$204,987	325,000;	\$43,700	\$1,580,798	\$80,786	\$1,500,012	5
AUTO & TRUCKS	6250	S465,181	\$3,214,898	\$119,879	000,0868	\$768·	\$979,232	0.
FOTAL EQUIPMENT/VEHICLES (FUND 600)		\$941,234	\$3,665,410	\$428,020	\$2,598,298	\$81,554	\$2,516,744	3
30ND REDEMPTION - 2003/2006/2012 COP	5310	\$1,330,979	\$1,325,885	\$1,328,630	\$1,504,708	\$1,210,833	\$293,875	80'
/EHICLE LEASE #2	5310	3329,498	5329.498	\$329.497	SO:	30	\$0	
/EHICLE LEASE #3	5310	\$756,032	\$756.032	\$756.033	SO:	SO.	SO.	
EHICLE LEASE #4	5310			3534,010	\$534,011	\$647,886	-\$113,875	121
TOTAL DEBT SERVICE (FUND 200)		\$2,416,509	\$2,411,415	\$2,948,170	\$2,038,719	\$1,858,719	\$180,000	919
OTHER SPECIAL DISTRICT EXPENDITURES	5286	<u> </u>	\$0:	\$858	\$7,000	\$6,903	S97	999
OTAL SRVF COMMUNITY FUND (FUND 400)			\$0	\$858	\$7,000	\$6,903	\$97	999
OTAL - CAPITAL, EQUIPMENT, DEBT SERVICE	<u></u> :							
SRVF COMMUNITY & FEDERAL GRANT FUND		\$5,512,489	\$6,789,019	\$3,732,921	\$9,247,160	\$4,739,165	\$4,507,995	51

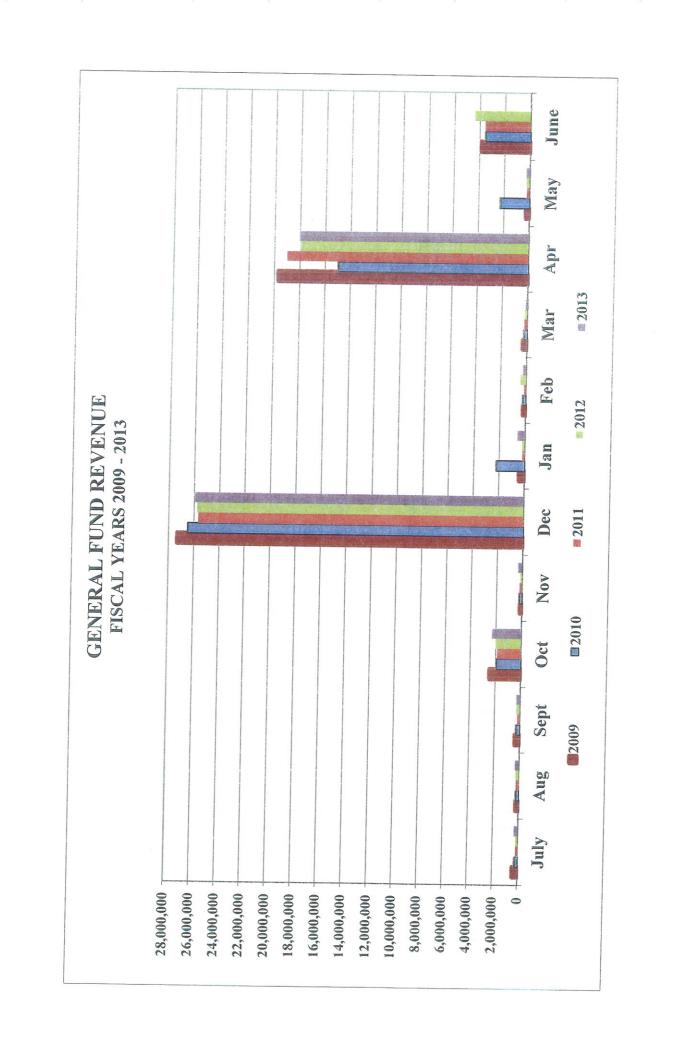
SAN RAMON VALLEY FIRE PROTECTION DISTRICT GENERAL FUND REVENUE/EXPENDITURE HISTORY

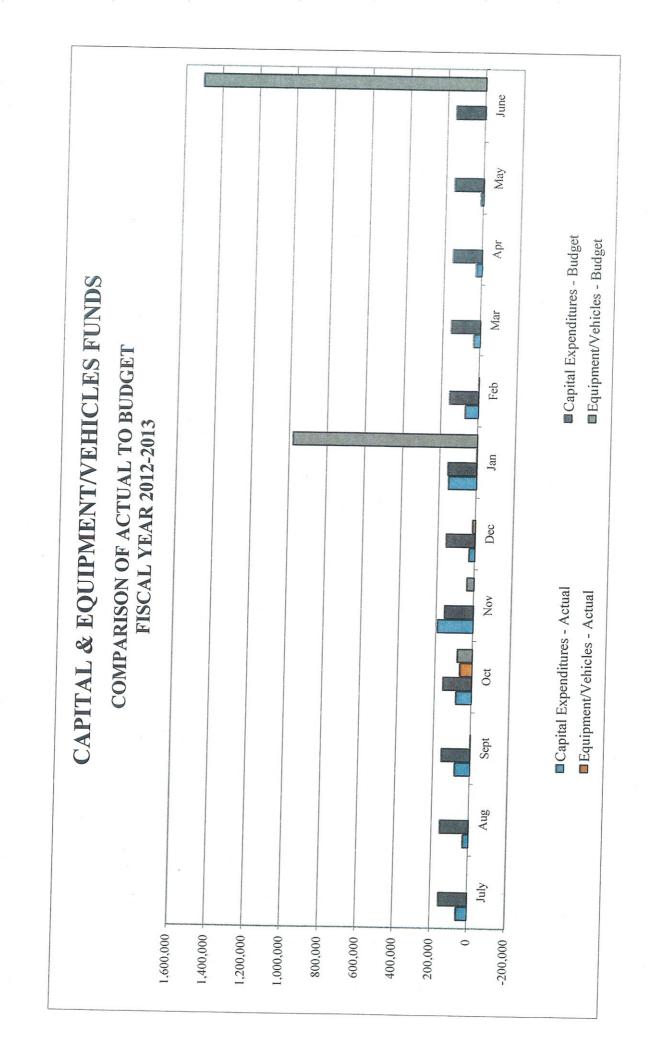
	200	2008-09	2005	2009-10	2010-11	-11	C1-110C	C -	201212	1.7
Month	Revenue	Expenditures	Revenue	Expenditures	Revenue	Revenue Expenditures	Revenue	Revenue Ernouditures	Z102	E_{res}
Tule,	400 404		*****	010		Common da	100,000	LAPCHUIUI CS		Expendiures
, and	+07,474		747,304	4,738,239	166,735	4,749,257	186,793	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	4 103 666
September	367,546	5 4,339,978	296,640	4,728,793	204,485	3.953,342	312 278	3 803 321	300.075	7,17,000
October	2,483,697	7 4,137,431	1,955,619	3.664.748	1.892,126	3 970 955	2017,210	2 725 577	100, 200 C	2,705,015
November	165.281		228 442	3 778 804	220,000	7 750 015	100 504	7,707,022	7,771,797	4,152,/84
Dogganhan	043 000 00		100000000000000000000000000000000000000	100601160	C/1,077	4,400,010	188,094	4,535,275	360,982	4,246,986
Decelline	055,125,12	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	628 896	4.061.100
February	234,858	4,284,220	253,553	3,865,360	176,960	3,997,461	508 340	4.000.803	201 646	7,001,102
March	358,150	4,551,611	263,343	4.094.246	266 513	4 225 922	268.032	7,000,673	104,040	3,009,221
April	19,725,844	4,110,947	14,980,947	3,933,954	19.064.857	4 162 400	18 036 207	3,746,570	10.000.000	4,113,245
May	315,047	3,773,572	2,319,553	4,064,248	270,777	4 149 354	344 774	3,740,076	10,000,200	4,184,939
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	334,111	5,999,974
			The state of the s		,			こうしょくくしょ		

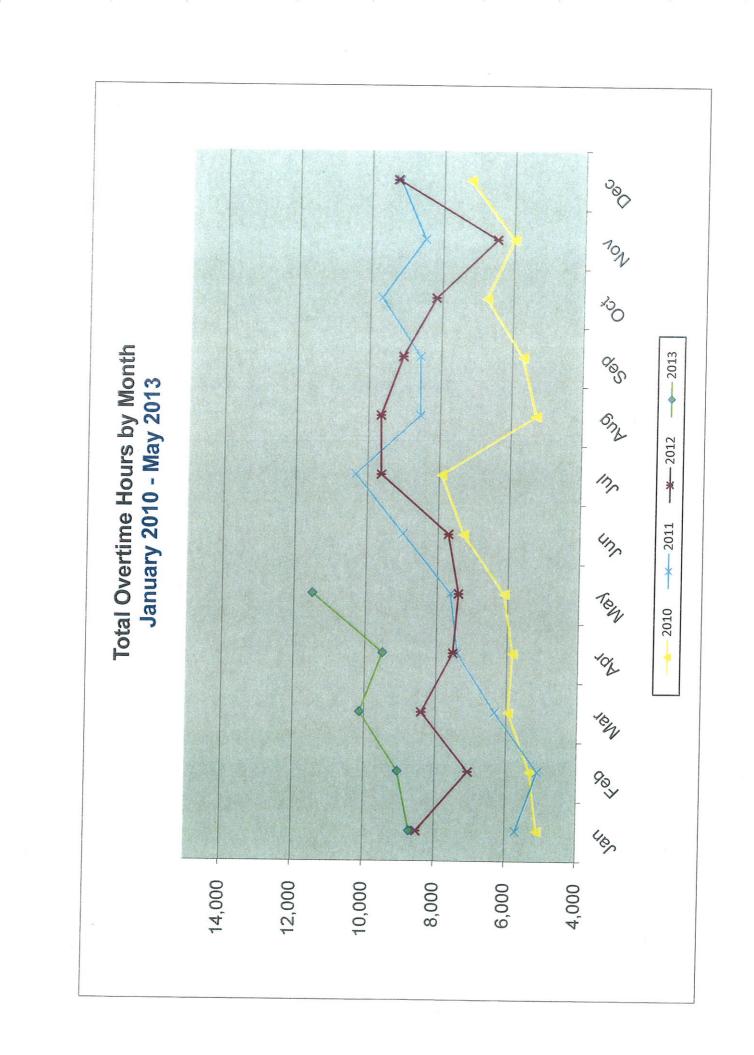












5/1/2013 Through 5/31/2013

WORK CODE: 1	STAFFING		
ASSIGNME	NT	Time Worked	Time Paid
101	HOLD OVER FOR CALL	4.91	6.25
103	MISC. STAFFING COVE	10818.50	10820.25
107	LATE/STA. MOVE COVE	13.96	21.50
199	MID SHIFT RECALL	35.00	35.00
Total All	Assignments This Work Type:	10,872.37	10,883.00
WORK CODE: 2	TRAINING		
ASSIGNMEN	IT .	Time Worked	Time Paid
201	OPERATIONS TRAINING	4.50	4.50
204	EMS TRNG/INSTRUCTIO	4.00	4.00
209	RESCUE TRAINING	25.50	25.50
210	HAZ-MAT TRAINING	33.42	33.50
214	PARAMEDIC - CONT ED	72.25	72.25
221	2013-1 ACADEMY	96.75	103.00
Total All A	Assignments This Work Type:	236.42	242.75

5/1/2013 Through 5/31/2013

WORK CODE: 3	ASSIGNMENTS		
ASSIGNME	NT	Time Worked	Time Paid
301	MEETINGS/PROJECT DE	25.75	25.75
308	STRIKE TEAM/OES ASSI	111.00	111.00
310	MISC. MAINTENANCE	3.25	3.25
320	PUBLIC EVENTS	57.25	57.25
321	FP REIMBURSED OVER	1.50	1.50
340	PROJECT WORK	133.75	133.75
Total All	Assignments This Work Type:	332.50	332.50
WORK CODE: 7	EMERGENCY		
ASSIGNMEN	NT .	Time Worked	Time Paid
700	EMERGENCY RECALL	26.62	27.25
Total All	Assignments This Work Type:	26.62	27.25
	Report Grand Total:	11,467.91	11,485.50

5/1/2013 Through 5/31/2013

WOR	CODE:	Time Paid
1	STAFFING	10,883.00
2	TRAINING	242.75
3	ASSIGNMENTS	332.50
7	EMERGENCY	27.25
	Report Grand Total:	11,485.50

May 2013 Staffing/Overtime Analysis

	Staffing OT \$	Staffing OT Hrs	Staffing OT FTE	Paid FTE	Staffing OT Hrs Staffing OT FTE Paid FTE Total Effective FTE	See Note 1
ACTUAL MAY RESULTS	\$ 601,971	10,677.00	44.00	109.00	153.00	18,60%
PROJECTED MAY						
HIRING IN PLACE OF OVERTIME	\$ 803,306	10,677.00				
The state of the s						
NET SAVINGS						
OVERTIME IN PLACE OF HIRING	\$ 201,335					

Note 1.º 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.)